
MEETING NOTICE

The City Council of the City of Woodcreek, Texas will conduct a meeting at Camp Young Judaea, 121 Camp Young Judaea Drive, Woodcreek, Texas. The meeting will be held on Wednesday, August 09, 2023 at 6:30 PM.

The public may watch this meeting live at the following link:

<https://zoom.us/j/91901227351?pwd=NjRYTFZDeDRNaHdDR1ZwNEtBd0NqQT09>

Meeting ID: 19 0122 7351; Passcode: 432154

A recording of the meeting will be made and will be available to the public in accordance with the Texas Public Information Act upon written request. This notice, as amended, is posted pursuant to the Texas Open Meetings Act (Vernon's Texas Codes Ann. Gov. Code Chapter 551).

The City of Woodcreek is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please call the City Secretary's Office at 512-847-9390 for information. Hearing-impaired or speech disabled persons equipped with telecommunications devices for the deaf may call 7-1-1 or may utilize the statewide Relay Texas program at 1-800-735-2988.

Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly.

It is anticipated that members of other City Boards, Commissions, Panels and/or Committees may attend the meeting in numbers that may constitute a quorum of the other City Boards, Commissions, Panels and/or Committees. Notice is hereby given that this meeting, to the extent required by law, is also noticed as a meeting of the other City Boards, Commissions, Panels and/or Committees of the City, whose members may be in attendance. The members of the City Boards, Commissions, Panels and/or Committees may participate in discussions on the items listed on this agenda, which occur at this meeting, but no action will be taken by those in attendance unless such action item is specifically listed on an agenda during a regular or special meeting for the respective Board, Commission, Panel and/or Committee subject to the Texas Open Meetings Act.

The City Council may retire to Executive Session any time during this meeting, under Texas Government Code, Subchapter D. Action, if any, will be taken in open session.

This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

Any citizen shall have a reasonable opportunity to be heard at any and all meetings of the Governing Body in regard to: (1) any and all matters to be considered at any such meeting, or (2) any matter a citizen may wish to bring to the Governing Body's attention. No member of the Governing Body may discuss or comment on any citizen public comment, except to make: (1) a statement of specific, factual information given in response to the inquiry, or (2) a recitation of existing policy in response to the inquiry. Any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting per Texas Local Government code Sec. 551.042

Citizen comments will be allowed at the beginning of every meeting, or alternatively, before an item on the agenda upon which the citizen wishes to speak is to be considered. All citizens will be allowed to comment for **three (3) minutes** per person and shall be allowed more time at the Mayor or Chair's discretion. In addition, citizens may pool their allotted speaking time. To pool time, a speaker must present the names individuals present in the audience who wish to yield their three(3) minutes. Citizens may present materials regarding any agenda item to the City Secretary at or before a meeting, citizens attending any meeting are requested to complete a form providing their name, address, and agenda item/concern, but are not required to do so before speaking and presenting it to the City Secretary prior to the beginning of such meeting. Comments may only be disallowed and/or limited as per Government Code § 551.007(e).

Submit written comments by email to woodcreek@woodcreektx.gov by **NOON**, the day prior to the meeting. Please include your full name, home or work address, and the agenda item number. Written comments will be part of the official written record only.

AGENDA

CALL TO ORDER

MOMENT OF SILENCE

PLEDGES

ROLL CALL and ESTABLISH QUORUM

PUBLIC COMMENTS

REPORTS FROM OFFICERS AND COUNCIL LIAISONS

Report by Planning and Zoning Committee Liaison.

Report by Ordinance Review Committee Liaison.

Report by Parks and Recreation Board Liaison.

Report by Platinum Roads Panel Liaison.

Report by Tree Board Liaison.

Report by City Manager.

CONSENT CALENDAR

- [1.](#) Approval of Financial Statements for June 2023. *(Rule)*
- [2.](#) Submission of the Calculated FY 2023-2024 Property Tax Rates to City Council. *(Rule)*
- [3.](#) Approval of Minutes from June 20, 2023 Special City Council Meeting.
- [4.](#) Approval of Minutes from July 12, 2023 Regular City Council Meeting.

REPORT OF SPECIAL (Select or Ad Hoc) COMMITTEES

Ad Hoc Workgroup, Chapters 154-157 (Development Workgroup)

SPECIAL ORDERS

- [5.](#) Discuss and Take Possible Action to Consider the Approval of a Special Use Permit for 11 Overbrook Court. *(Rule)*
- [6.](#) Discuss and Take Possible Action to Order An Election of the City of Woodcreek City Council Positions of Mayor and Two Council Members in the November 7, 2023 General Election. *(Rule)*
- [7.](#) Discuss and Take Possible Action to Consider the Adoption of the 2023 Hays County Joint Election Agreement for the November 7, 2023 General Election. *(Rule)*
- [8.](#) Discuss and Take Possible Action to Approve the 2023 Budget and Elections Calendar. *(Rule)*

UNFINISHED BUSINESS AND GENERAL ORDERS – NONE

NEW BUSINESS

- [9.](#) Discuss and Take Possible Action on the Platinum Roads Panel Vendor Recommendation for the 2023 Woodcreek Roads Project. (*Rule*)
- [10.](#) Discuss and Take Possible Action to Consider Candidate Recommendation to Fill the PT Code Administrator Position. (*Rasco/Rule*)
- [11.](#) Discuss and Take Possible Action to Approve the Application of Cheryl Mills as an Alternate Member of the Tree Board. (*Pulley*)
- [12.](#) Discuss and Take Possible Action to Consider A Donation To The Wimberley Village Library to Assist with Renovations. (*Rasco*)
- [13.](#) Discuss and Take Possible Action to Update the City of Woodcreek Master Fee Schedule. (*Rule*)
- [14.](#) Discuss and Take Possible Action to Revise Rule 1(C), Rule 1(D), and Rule 7(Majority Requirement) of the Resolution 2023-07-12-02, previously adopted, the Rules of Procedure for the Conduct of Council Meetings. (Pulley / Grummert)
- [15.](#) Discuss and Take Appropriate Action on Updating the City of Woodcreek Code of Ordinances at Title III: Administration, Chapter 30: Officials, Employees, and Organizations, Ordinance Review Committee. (*Hines*)
- [16.](#) Discuss and Take Appropriate Action on Authorizing the Ordinance Review Committee to Review and Provide a Report for Suggested Updates on All Existing Parking Ordinances. (*Hines*)

ANNOUNCEMENTS

ADJOURN

POSTING CERTIFICATION

I certify that the above notice was posted on the **6th day of August, 2023 at 6:00PM**

By: 
Suzanne J. Mac Kenzie, City Secretary

Council Meeting Agenda Item Cover Sheet

AGENDA ITEM SUBJECT/ TITLE:

Approval of Financial Statements for June 2023.

AGENDA ITEM SUMMARY:

Approval of Financial Statements for June 2023.

RECOMMENDATION:

Approve of Financial Statements for June 2023.

FINANCIAL IMPACT:

N/A

SUBMITTED BY:

Kevin Rule

AGENDA TYPE:

Consent Calendar

COMPLETION DATE:

7/28/2023 8:25:17 AM

**GENERAL FUND
SUMMARY OF REVENUES AND EXPENDITURES**

| | | | | 6/30/2022 | |
|------------------------------------|---------------------|---------------------|---------------------|---------------------|----------------|
| | ACTUAL 2020-2021 | ACTUAL 2021-2022 | BUDGET 2022-2023 | YTD 2022-2023 | % of BUDGET |
| BEGINNING FUND BALANCE | \$ 1,373,668 | \$ 1,414,326 | \$ 1,147,428 | 1,147,428 | |
| Revenues | | | | | |
| Ad Valorem Taxes | 337,235 | 357,479 | 364,500 | 355,696 | 97.58% |
| Sales Taxes | 95,923 | 89,871 | 81,200 | 76,930 | 94.74% |
| Franchise Fees | 186,706 | 193,311 | 175,660 | 162,629 | 92.58% |
| Reimbursements | 11,285 | 2,061 | 10,500 | - | 0.00% |
| Development Revenue | 76,343 | 26,731 | 25,500 | 38,070 | 149.29% |
| Permits | 1,630 | 2,013 | 1,600 | 2,880 | 180.00% |
| Other | 31,016 | 22,608 | 14,000 | 73,034 | 521.67% |
| Total Revenues | 740,138 | 694,074 | 672,960 | 709,238 | 105.39% |
| Other Funding Sources | | | | | |
| Fund Balance | - | 288,485 | 236,950 | - | 0.00% |
| Total Other Funding Sources | - | 288,485 | 236,950 | - | 0.00% |
| TOTAL RESOURCES | \$ 740,138 | \$ 982,559 | \$ 909,910 | \$ 709,238 | 77.95% |
| Expenditures | | | | | |
| Personnel Services | 233,781 | 245,621 | 208,600 | 146,144 | 70.06% |
| Office Expenses | 40,399 | 36,865 | 39,300 | 45,834 | 116.63% |
| Professional Services | 192,947 | 184,736 | 173,157 | 107,049 | 61.82% |
| Area Care & Maintenance | 42,344 | 42,587 | 98,453 | 21,698 | 22.04% |
| Other Operating Expenses | 26,356 | 30,864 | 28,800 | 22,851 | 79.34% |
| Utility Expenses | 10,895 | 11,644 | 11,050 | 8,078 | 73.11% |
| Municipal Court | 5,111 | - | 6,750 | 230 | 3.41% |
| Other | 147,649 | 408,656 | 50,000 | 277,029 | 554.06% |
| Total Expenditures | 699,481 | 960,972 | 616,110 | 628,914 | 102.08% |
| Other Financing Uses | | | | | |
| Transfer to Capital | - | - | 294,000 | - | 0.00% |
| Total Other Financing Uses | - | - | 294,000 | - | 0.00% |
| TOTAL EXPENDITURES | \$ 699,481 | \$ 960,972 | \$ 910,110 | \$ 628,914 | 69.10% |
| ENDING FUND BALANCE | \$ 1,414,326 | \$ 1,147,428 | \$ 910,278 | \$ 1,227,752 | |

**GENERAL FUND
SCHEDULE OF REVENUES BY SOURCE**

| | | | | 6/30/2022 | |
|----------------------------------|--------------------------------|----------------|----------------|----------------|-----------------------|
| | | | | YTD | % of |
| | | | | 2022-2023 | BUDGET |
| | | | | 2020-2021 | 2021-2022 |
| | | | | 2022-2023 | 2022-2023 |
| Ad Valorem Taxes | | | | | |
| 3000.01 | Current | 334,890 | 354,040 | 360,000 | 353,480 98.19% |
| 3000.02 | Delinquent | 2,345 | 3,439 | 4,500 | 2,215 49.23% |
| | Penalty and Interest | - | - | - | - |
| Total Ad Valorem Taxes | | 337,235 | 357,479 | 364,500 | 355,696 97.58% |
| Sales Taxes | | | | | |
| 3005.00 | Sales Tax | 94,412 | 88,478 | 80,000 | 75,785 94.73% |
| 3010.00 | Mixed Beverage Tax | 1,511 | 1,393 | 1,200 | 1,145 95.43% |
| Total Sales Taxes | | 95,923 | 89,871 | 81,200 | 76,930 94.74% |
| Franchise Fees | | | | | |
| 3020.00 | Electric Franchise Fees | 31,404 | 31,877 | 31,000 | 28,516 91.99% |
| 3030.00 | Cable Franchise Fees | 33,260 | 34,779 | 30,000 | 16,832 56.11% |
| 3040.00 | Water Franchise Fees | 99,351 | 100,581 | 90,000 | 94,817 105.35% |
| 3050.00 | Solid Waste Franchise Fees | 22,004 | 25,418 | 24,000 | 22,361 93.17% |
| 3060.00 | Telephone Franchise Fees | 186 | 157 | 160 | 103 64.58% |
| 3080.00 | Golf Course Franchise Fees | 500 | 500 | 500 | - 0.00% |
| Total Franchise Fees | | 186,706 | 193,311 | 175,660 | 162,629 92.58% |
| Reimbursements | | | | | |
| 3080.10 | Engineering | 11,285 | 2,061 | 8,000 | - 0.00% |
| 3080.20 | Legal | - | - | 2,500 | - 0.00% |
| 3080.30 | Admin | - | - | - | - 0.00% |
| Total Reimbursements | | 11,285 | 2,061 | 10,500 | - 0.00% |
| Development Revenue | | | | | |
| 3090.01 | New Home Permits - Residential | 23,000 | 7,000 | 6,000 | 2,000 33.33% |
| 3090.01 | Other Permit - Residential | 14,129 | 8,198 | 7,000 | 3,676 52.51% |
| 3090.01 | Inspections -Residential | 22,214 | 8,299 | 7,000 | 6,432 91.89% |
| | Commercial | 3,250 | 3,234 | 500 | - 0.00% |
| 3090.03 | Subdivisions/Plats/Replats | 13,750 | - | 5,000 | 25,962 519.24% |
| Total Development Revenue | | 76,343 | 26,731 | 25,500 | 38,070 149.29% |
| Permits | | | | | |
| 3093.00 | Liquor License | 1,310 | 1,388 | 1,250 | 725 58.00% |
| 3095.00 | Sign Permits | 320 | 625 | 350 | 190 54.29% |
| 3090.99 | Other Permits | - | - | - | 1,965 0.00% |
| Total Permit Fees | | 1,630 | 2,013 | 1,600 | 2,880 180.00% |

**GENERAL FUND
SCHEDULE OF REVENUES BY SOURCE**

| | | | 6/30/2022 | | |
|---------------------------------|---------------------|---------------------|---------------------|-------------------|----------------|
| | ACTUAL 2020-2021 | ACTUAL 2021-2022 | BUDGET 2022-2023 | YTD 2022-2023 | % of BUDGET |
| Other | | | | | |
| 4000.00 Interest Income | 1,259 | 9,339 | 2,500 | 58,778 | 2351.10% |
| 4010.00 Miscellaneous | 9,581 | 12,369 | 10,000 | 5,520 | 55.20% |
| 4020.00 Municipal Court Revenue | 2,293 | 901 | 1,500 | - | 0.00% |
| 4035.00 TDEM DR - 4485 | 12,883 | - | - | - | 0.00% |
| 4040.00 Donations | 5,000 | - | - | - | 0.00% |
| Uncategorized Revenue | | | | 8,737 | 0.00% |
| Total Other | 31,016 | 22,608 | 14,000 | 73,034 | 521.67% |
| TOTAL REVENUES | \$ 740,138 | \$ 694,074 | \$ 672,960 | \$ 709,238 | 105.39% |

**GENERAL FUND
EXPENSES**

| | | | 6/30/2022 | | | | |
|-----------------------------------|------------------------------|--|---------------------|---------------------|---------------------|------------------|----------------|
| | | | ACTUAL 2020-2021 | ACTUAL 2021-2022 | BUDGET 2022-2023 | YTD 2022-2023 | % of BUDGET |
| PERSONNEL SERVICES | | | | | | | |
| 5000.01 | Salaries | | 184,271 | 196,403 | 170,000 | 107,506 | 63.24% |
| 5000.04 | Overtime | | - | - | - | 9,335 | 0.00% |
| 5000.02 | Group Insurance | | 8,615 | 6,958 | 6,000 | 4,359 | 72.65% |
| 5000.40 | Retirement Plan | | 19,409 | 21,562 | 18,100 | 12,413 | 68.58% |
| 5000.23 | Worker Compensation | | | 539 | - | - | 0.00% |
| 5000.22 | Unemployment Insurance | | 601 | 918 | 1,100 | 31 | 2.81% |
| 5000.21 | Social Security | | 14,885 | 14,591 | 13,400 | 9,501 | 70.90% |
| 5000.03 | Car Allowance | | 6,000 | 4,650 | - | 3,000 | 0.00% |
| Total Personnel Services | | | 233,781 | 245,621 | 208,600 | 146,144 | 70.06% |
| OFFICE EXPENSES | | | | | | | |
| 5500.10 | City Hall Maintenance/Repair | | 4,040 | 2,545 | 2,000 | 2,860 | 142.99% |
| 5500.20 | Cleaning | | 1,500 | 1,575 | 1,800 | 1,448 | 80.44% |
| 5500.30 | IT Expenses | | 10,668 | 10,421 | 10,000 | 2,315 | 23.15% |
| 5500.50 | Office Supplies | | 3,561 | 6,154 | 4,500 | 4,717 | 104.82% |
| 5500.55 | Office Equipment | | - | - | - | 4,378 | 0.00% |
| 5500.60 | Postage | | 2,025 | 2,312 | 3,000 | 3,229 | 107.63% |
| 5500.61 | Printing | | 4,183 | 4,091 | 4,500 | 1,493 | 33.17% |
| 5500.62 | Advertising | | 1,560 | 396 | 1,500 | 571 | 38.08% |
| 5500.80 | Software/Subscriptions | | 12,861 | 9,370 | 12,000 | 24,823 | 206.86% |
| Total Supplies | | | 40,399 | 36,865 | 39,300 | 45,834 | 116.63% |
| PROFESSIONAL SERVICES | | | | | | | |
| 6000.01 | Audit Expense | | 9,896 | 11,990 | 12,000 | 13,264 | 110.53% |
| 6000.10 | Codification | | 3,239 | 2,831 | 2,750 | - | 0.00% |
| 6000.11 | Contract Labor | | 6,105 | | - | 4,636 | 0.00% |
| 6000.15 | Engineering | | 12,611 | 11,967 | 20,000 | 17,541 | 87.70% |
| 6000.16 | Engineering Mapping | | - | - | 3,000 | 200 | 6.67% |
| 6000.17 | Engineering Reimbursable | | 5,946 | 9,905 | 8,000 | 8,090 | 101.13% |
| 6000.21 | Legal - General | | 23,985 | 26,370 | 20,000 | 22,703 | 113.51% |
| 6000.22 | Legal - Reimbursable | | 2,980 | 3,380 | 2,500 | 2,500 | 100.00% |
| 6000.23 | Legal - Litigation | | 46,368 | 7,520 | 5,000 | - | 0.00% |
| 6000.25 | Legal - Special Cases | | 7,778 | 38,288 | 30,000 | 3,295 | 10.98% |
| 6000.26 | Legal - Elected Body | | - | 10,270 | 5,000 | 3,300 | 66.00% |
| 6000.30 | IT Services | | 13,804 | 13,262 | 15,500 | 2,521 | 16.27% |
| 6000.40 | Accounting | | 13,383 | 16,160 | 25,000 | 18,183 | 72.73% |
| 6000.50 | Law Enforcement | | 15,913 | 16,809 | 12,500 | 7,138 | 57.10% |
| 7000.01 | AD Valorem Tax | | 3,824 | 4,100 | 4,407 | 1,864 | 42.30% |
| 7000.02 | Building Inspections | | 27,114 | 11,110 | 7,000 | 1,815 | 25.93% |
| 7000.03 | Code Compliance | | - | 774 | 500 | - | 0.00% |
| Total Contractual Services | | | 192,947 | 184,736 | 173,157 | 107,049 | 61.82% |

**GENERAL FUND
EXPENSES**

| | | | 6/30/2022 | | | |
|------------------------------------|---------------------------------------|---------------------|---------------------|------------------|----------------|---------------|
| | ACTUAL 2020-2021 | ACTUAL 2021-2022 | BUDGET 2022-2023 | YTD 2022-2023 | % of BUDGET | |
| AREA CARE & MAINTENANCE | | | | | | |
| 6500.01 | Deer Removal | 825 | 1,650 | 1,750 | 975 | 55.71% |
| 6500.15 | Mowing | 575 | 2,625 | 2,750 | 5,400 | 196.36% |
| 6500.20 | Oak Wilt Containment | - | 3,085 | 15,000 | - | 0.00% |
| 6500.21 | Greenspace Maintenance | 3,342 | - | 6,000 | 5,961 | 99.35% |
| 6500.22 | Landscape Maintenance | 6,000 | 9,170 | 9,000 | 2,375 | 26.39% |
| 6500.23 | Contract Services | 703 | - | - | 470 | 0.00% |
| 6500.24 | Parks & Playground Maintenance | - | - | 13,453 | - | 0.00% |
| 6500.25 | ROW Tree Trimming | 15,150 | 945 | 11,000 | - | 0.00% |
| 6500.26 | Holiday Decorations | 1,693 | 262 | 500 | 650 | 130.00% |
| 6500.30 | Street Maintenance | 10,791 | 16,361 | 30,000 | 4,283 | 14.28% |
| 6500.31 | Street Signs | 1,726 | 5,496 | 6,000 | 119 | 1.98% |
| 6500.50 | Equipment Maintenance | 196 | 2,373 | 2,000 | 372 | 18.61% |
| 6500.60 | Water Quality Testing - CCWPP | 1,344 | 620 | 1,000 | 1,093 | 109.30% |
| | Total Area Care/Maintenance | 42,344 | 42,587 | 98,453 | 21,698 | 22.04% |
| OTHER OPERATING EXPENSES | | | | | | |
| 7000.04 | Dues/Memeberships | 2,436 | 2,411 | 1,750 | 671 | 38.36% |
| 7000.05 | Election Expense | 2,124 | 1,065 | 2,750 | 2,199 | 79.96% |
| 7000.06 | TML Dues | 591 | 591 | 600 | 632 | 105.33% |
| 7000.15 | Meeting Expense | 4,458 | 6,768 | 3,000 | 907 | 30.24% |
| 7000.20 | Public Notices | 1,690 | 1,195 | 1,200 | 5,513 | 459.43% |
| 7000.30 | Travel/Vehicle Expense | 1,253 | 4,743 | 2,000 | 122 | 6.12% |
| 7000.31 | Elected Official Travel | - | 667 | 500 | - | 0.00% |
| 7000.41 | Training/Development - Elected Body | 3,915 | 1,795 | 2,500 | 1,421 | 56.82% |
| 7000.42 | Training/Development - Staff | 3,272 | 2,729 | 4,000 | 2,402 | 60.04% |
| 7000.43 | Training/Development - Boards | - | - | - | 133 | 0.00% |
| 7000.50 | Community Relations | 3,204 | 4,846 | 7,000 | 3,758 | 53.68% |
| 7600.01 | Insurance Risk Pool | 3,413 | 4,053 | 3,500 | 5,093 | 145.52% |
| | Total Other Operating Expenses | 26,356 | 30,864 | 28,800 | 22,851 | 79.34% |
| UTILITY EXPENSES | | | | | | |
| 7500.11 | Electric - City Hall | 1,809 | 1,972 | 2,100 | 1,140 | 54.28% |
| 7500.12 | Water - City Hall | 1,431 | 1,427 | 1,500 | 1,110 | 74.00% |
| 7500.21 | Electric - Outdoor | 1,281 | 1,318 | 1,350 | 1,068 | 79.11% |
| 7500.22 | Water - Outdoor | 1,620 | 1,615 | 1,600 | 1,171 | 73.21% |
| 7500.30 | Internet/Phone | 4,753 | 5,312 | 4,500 | 3,589 | 79.75% |
| | Total Utility Expenses | 10,895 | 11,644 | 11,050 | 8,078 | 73.11% |

**GENERAL FUND
EXPENSES**

| | | | 6/30/2022 | | |
|-------------------------------------|---------------------|---------------------|---------------------|-------------------|----------------|
| | ACTUAL 2020-2021 | ACTUAL 2021-2022 | BUDGET 2022-2023 | YTD 2022-2023 | % of BUDGET |
| MUNICIPAL COURT | | | | | |
| 8020.20 Judge | 3,600 | - | 4,800 | - | 0.00% |
| 8020.00 Misc. Court Cost | 150 | - | 150 | 230 | 153.33% |
| 8020.30 Prosecutor | 880 | - | 1,500 | - | 0.00% |
| 8020.40 State Comptroller Costs | 481 | - | 300 | - | 0.00% |
| Total Utility Expenses | 5,111 | - | 6,750 | 230 | 3.41% |
| OTHER | | | | | |
| 8900.20 Contingency Reserve | - | - | 50,000 | - | 0.00% |
| 8900.25 2023 Ice Storm | - | - | - | 245,777 | 0.00% |
| 8900.30 Comprehensive Plan | 50,200 | 20,740 | - | 31,252 | 0.00% |
| 9015.00 Bond Issuance | - | - | - | - | 0.00% |
| 9800.12 Woodcreek Dr Street Project | 97,449 | 387,916 | - | - | 0.00% |
| Other Expenses | 147,649 | 408,656 | 50,000 | 277,029 | 554.06% |
| TOTAL EXPENSES | \$ 699,481 | \$ 960,972 | \$ 616,110 | \$ 628,914 | 102.08% |

**RESERVE FUND
SUMMARY OF REVENUES AND EXPENSES**

| | 6/30/2022 | | | | |
|------------------------------------|---------------------|---------------------|---------------------|------------------|----------------|
| | ACTUAL 2020-2021 | ACTUAL 2021-2022 | BUDGET 2022-2023 | YTD 2022-2023 | % of BUDGET |
| BEGINNING FUND BALANCE | | | \$168,375 | \$168,375 | |
| Revenues | | | | | |
| General Fund Transfers | - | - | - | - | 0% |
| Interest | - | - | - | - | 0% |
| Total Revenue | - | - | - | - | 0% |
| Other Funding Sources | | | | | |
| Other | - | - | - | - | 0% |
| Total Other Funding Sources | - | - | - | - | 0% |
| TOTAL RESOURCES | \$ - | \$ - | \$ - | \$ - | 0% |
| Expenditures | | | | | |
| Transfer Out to General Fund | - | - | - | - | 0% |
| Total Expenditures | - | - | - | - | 0% |
| Other Financing Uses | | | | | |
| Transfer to Capital | - | - | - | - | 0% |
| Total Other Financing Uses | - | - | - | - | 0% |
| TOTAL EXPENDITURES | \$ - | \$ - | \$ - | \$ - | 0% |
| ENDING FUND BALANCE | \$ - | \$ 168,375 | \$ 168,375 | \$ 168,375 | 0% |

**DEBT SERVICE
SUMMARY OF REVENUES AND EXPENSES**

| | | | 6/30/2022 | | |
|------------------------------------|---------------------|---------------------|---------------------|-------------------|----------------|
| | ACTUAL 2020-2021 | ACTUAL 2021-2022 | BUDGET 2022-2023 | YTD 2022-2023 | % of BUDGET |
| BEGINNING FUND BALANCE | \$25,048 | \$33,146 | \$32,636 | \$32,636 | |
| Revenues | | | | | |
| 9810.01 Ad Valorem Taxes | 215,651 | 216,085 | 224,793 | 212,148 | 94.37% |
| Total Revenue | 215,651 | 216,085 | 224,793 | 212,148 | 94.37% |
| Other Funding Sources | | | | | |
| Transfers in from Other Funds | - | - | - | - | 0.00% |
| Fund Balance | - | 510 | 400 | - | 0.00% |
| Total Other Funding Sources | - | 510 | 400 | - | 0.00% |
| TOTAL RESOURCES | \$ 215,651 | \$ 216,595 | \$ 225,193 | \$ 212,148 | 94.21% |
| Expenditures | | | | | |
| 9810.03 Principal | 195,000 | 207,000 | 219,000 | 219,000 | 0.00% |
| 9810.02 Interest | 12,153 | 9,195 | 5,793 | 3,811 | 0.00% |
| 9810.04 Fees | 400 | 400 | 400 | 400 | 0.00% |
| Total Expenditures | 207,553 | 216,595 | 225,193 | 223,211 | 0.00% |
| Other Financing Uses | | | | | |
| Bond Refunding | - | - | - | - | 0.00% |
| Total Other Financing Uses | - | - | - | - | 0.00% |
| TOTAL EXPENDITURES | \$ 207,553 | \$ 216,595 | \$ 225,193 | \$ 223,211 | 0.00% |
| ENDING FUND BALANCE | \$ 33,146 | \$ 32,636 | \$ 32,236 | \$ 21,573 | 0.00% |

**ARP FUNDS
SUMMARY OF REVENUES AND EXPENSES**

| | | 6/30/2022 | | | | |
|------------------------------------|-----------|-----------|------------|------------|------------|--------|
| | | ACTUAL | ACTUAL | BUDGET | YTD | % of |
| | | 2020-2021 | 2021-2022 | 2022-2023 | 2022-2023 | BUDGET |
| BEGINNING FUND BALANCE | | \$0 | \$0 | \$425,621 | \$425,621 | |
| Revenues | | | | | | |
| 9810.01 | ARP Funds | - | 425,621 | - | | 0.00% |
| Total Revenue | | - | 425,621 | - | - | 0.00% |
| Other Funding Sources | | | | | | |
| Other Funding Sources | | - | - | - | - | 0.00% |
| Total Other Funding Sources | | - | - | - | - | 0.00% |
| TOTAL RESOURCES | | \$ - | \$ 425,621 | \$ - | \$ - | 0.00% |
| Expenditures | | | | | | |
| ARP Expenses | | - | - | - | - | 0.00% |
| Total Expenditures | | - | - | - | - | 0.00% |
| Other Financing Uses | | | | | | |
| Transfer to Capital | | - | - | 425,621 | - | 0.00% |
| Total Other Financing Uses | | - | - | 425,621 | - | 0.00% |
| TOTAL EXPENDITURES | | \$ - | \$ - | \$ 425,621 | \$ - | 0.00% |
| ENDING FUND BALANCE | | \$ - | \$ 425,621 | \$ - | \$ 425,621 | 0.00% |

**PARK FUND
SUMMARY OF REVENUES AND EXPENSES**

| | | | 6/30/2022 | | |
|------------------------------------|---------------------|---------------------|---------------------|------------------|----------------|
| | ACTUAL 2020-2021 | ACTUAL 2021-2022 | BUDGET 2022-2023 | YTD 2022-2023 | % of BUDGET |
| BEGINNING FUND BALANCE | | | \$0 | \$0 | |
| Revenues | | | | | |
| 4040.02 Donations | - | - | - | 2,500 | 0% |
| Interest | - | - | - | - | 0% |
| Total Revenue | - | - | - | 2,500 | 0% |
| Other Funding Sources | | | | | |
| Fund Balance | - | - | - | - | 0% |
| Total Other Funding Sources | - | - | - | - | 0% |
| TOTAL RESOURCES | \$ - | \$ - | \$ - | \$ 2,500 | 0% |
| Expenditures | | | | | |
| Park Expense | - | - | - | - | 0% |
| Total Expenditures | - | - | - | - | 0% |
| Other Financing Uses | | | | | |
| Transfer to Capital | - | - | - | - | 0% |
| Total Other Financing Uses | - | - | - | - | 0% |
| TOTAL EXPENDITURES | \$ - | \$ - | \$ - | \$ - | 0% |
| ENDING FUND BALANCE | \$ - | \$ - | \$ - | \$ 2,500 | 0% |

**TREE FUND
SUMMARY OF REVENUES AND EXPENSES**

| | 6/30/2022 | | | | |
|------------------------------------|---------------------|---------------------|---------------------|------------------|----------------|
| | ACTUAL 2020-2021 | ACTUAL 2021-2022 | BUDGET 2022-2023 | YTD 2022-2023 | % of BUDGET |
| BEGINNING FUND BALANCE | | | \$4,754 | \$4,754 | |
| Revenues | | | | | |
| Tree Income | - | - | - | - | 0% |
| Interest | - | - | - | - | 0% |
| Total Revenue | - | - | - | - | 0% |
| Other Funding Sources | | | | | |
| Fund Balance | - | - | - | - | 0% |
| Total Other Funding Sources | - | - | - | - | 0% |
| TOTAL RESOURCES | \$ - | \$ - | \$ - | \$ - | 0% |
| Expenditures | | | | | |
| Tree Expense | - | - | - | - | 0% |
| Total Expenditures | - | - | - | - | 0% |
| Other Financing Uses | | | | | |
| Transfer to Capital | - | - | - | - | 0% |
| Total Other Financing Uses | - | - | - | - | 0% |
| TOTAL EXPENDITURES | \$ - | \$ - | \$ - | \$ - | 0% |
| ENDING FUND BALANCE | \$ - | \$ 4,754 | \$ 4,754 | \$ 4,754 | 0% |

**COURT SECURITY
SUMMARY OF REVENUES AND EXPENSES**

| | 6/30/2022 | | | | |
|------------------------------------|---------------------|---------------------|---------------------|------------------|----------------|
| | ACTUAL 2020-2021 | ACTUAL 2021-2022 | BUDGET 2022-2023 | YTD 2022-2023 | % of BUDGET |
| BEGINNING FUND BALANCE | | | \$19 | \$19 | |
| Revenues | | | | | |
| MC Security Fees | - | - | - | - | 0% |
| Interest | - | - | - | - | 0% |
| Total Revenue | - | - | - | - | 0% |
| Other Funding Sources | | | | | |
| Fund Balance | - | - | - | - | 0% |
| Total Other Funding Sources | - | - | - | - | 0% |
| TOTAL RESOURCES | \$ - | \$ - | \$ - | \$ - | 0% |
| Expenditures | | | | | |
| Security Expense | - | - | - | - | 0% |
| Total Expenditures | - | - | - | - | 0% |
| Other Financing Uses | | | | | |
| Transfer to Capital | - | - | - | - | 0% |
| Total Other Financing Uses | - | - | - | - | 0% |
| TOTAL EXPENDITURES | \$ - | \$ - | \$ - | \$ - | 0% |
| ENDING FUND BALANCE | \$ - | \$ 19 | \$ 19 | \$ 19 | 0% |

**COURT TECHNOLOGY
SUMMARY OF REVENUES AND EXPENSES**

| | 6/30/2022 | | | | |
|------------------------------------|---------------------|---------------------|---------------------|------------------|----------------|
| | ACTUAL 2020-2021 | ACTUAL 2021-2022 | BUDGET 2022-2023 | YTD 2022-2023 | % of BUDGET |
| BEGINNING FUND BALANCE | | | \$26 | \$26 | |
| Revenues | | | | | |
| MC Technology Fees | - | - | - | - | - |
| Interest | - | - | - | - | - |
| Total Revenue | - | - | - | - | 0% |
| Other Funding Sources | | | | | |
| Fund Balance | - | - | - | - | - |
| Total Other Funding Sources | - | - | - | - | - |
| TOTAL RESOURCES | \$ - | \$ - | \$ - | \$ - | 0% |
| Expenditures | | | | | |
| Technology Expense | - | - | - | - | - |
| Total Expenditures | - | - | - | - | 0% |
| Other Financing Uses | | | | | |
| Transfer to Capital | - | - | - | - | - |
| Total Other Financing Uses | - | - | - | - | - |
| TOTAL EXPENDITURES | \$ - | \$ - | \$ - | \$ - | 0% |
| ENDING FUND BALANCE | \$ - | \$ 26 | \$ 26 | \$ 26 | 0% |

**PEG FUNDS
SUMMARY OF REVENUES AND EXPENSES**

| | | | 6/30/2022 | | |
|------------------------------------|---------------------|---------------------|---------------------|------------------|----------------|
| | ACTUAL 2020-2021 | ACTUAL 2021-2022 | BUDGET 2022-2023 | YTD 2022-2023 | % of BUDGET |
| BEGINNING FUND BALANCE | | | \$13,971 | \$13,971 | |
| Revenues | | | | | |
| 3030.10 Peg Funds | - | - | 6,650 | 13,634 | 0% |
| Interest | - | - | - | - | 0% |
| Total Revenue | - | - | 6,650 | 13,634 | 0% |
| Other Funding Sources | | | | | |
| Fund Balance | - | - | - | - | 0% |
| Total Other Funding Sources | - | - | - | - | 0% |
| TOTAL RESOURCES | \$ - | \$ - | \$ 6,650 | \$ 13,634 | 0% |
| Expenditures | | | | | |
| PEG Expense | - | - | - | - | 0% |
| Total Expenditures | - | - | - | - | 0% |
| Other Financing Uses | | | | | |
| Transfer to Capital | - | - | - | - | 0% |
| Total Other Financing Uses | - | - | - | - | 0% |
| TOTAL EXPENDITURES | \$ - | \$ - | \$ - | \$ - | 0% |
| ENDING FUND BALANCE | \$ - | \$ 13,971 | \$ 20,621 | \$ 27,605 | 0% |

**CAPITAL FUND
SUMMARY OF REVENUES AND EXPENSES**

| | | | 6/30/2022 | | |
|-----------------------------------|---------------------|---------------------|---------------------|-------------------|----------------|
| | ACTUAL 2020-2021 | ACTUAL 2021-2022 | BUDGET 2022-2023 | YTD 2022-2023 | % of BUDGET |
| BEGINNING FUND BALANCE | \$ - | \$ - | \$ - | \$ - | 0.00% |
| Funding Sources | | | | | |
| 3000.00 Revenue | - | - | - | - | 0.00% |
| 3001.00 POSAC Grant | - | - | 200,000 | 200,000 | 100.00% |
| 3002.00 CDBG Grant | - | - | - | - | |
| 3001.00 2023 GO Bonds | - | - | - | - | |
| 8000.00 Transfer In: General Fund | - | - | 294,000 | - | 0.00% |
| 8010.00 Transfer In: ARP Fund | - | - | 425,624 | - | |
| 8999.00 Fund Balance | - | - | - | - | 0.00% |
| Total Revenue | - | - | 919,624 | \$ 200,000 | 21.75% |
| TOTAL RESOURCES | \$ - | \$ - | \$ 919,624 | \$ 200,000 | 21.75% |
| Expenditures | | | | | |
| Capital Expenditures | - | - | 919,624 | 19,540 | 0.00% |
| Total Expenditures | - | - | 919,624 | 19,540 | 0.00% |
| Other Financing Uses | | | | | |
| Other Expenses | - | - | - | - | 0.00% |
| Total Other Financing Uses | - | - | - | - | 0.00% |
| TOTAL EXPENDITURES | \$ - | \$ - | \$ 919,624 | \$ 19,540 | 0.00% |
| ENDING FUND BALANCE | \$ - | \$ - | \$ - | \$ 180,460 | 0.00% |

**CAPITAL FUND
EXPENSES**

| | | | 6/30/2022 | | | | | | | |
|-------------------------------|---|-----------|-----------|-----------|--------|---------|----|--------|----|---|
| | ACTUAL | ACTUAL | BUDGET | YTD | % of | | | | | |
| | 2020-2021 | 2021-2022 | 2022-2023 | 2022-2023 | BUDGET | | | | | |
| General Fund Capital | | | | | | | | | | |
| 20231 | Parks | - | - | 267,000 | - | - | | | | |
| | <i>Creekside</i> | - | - | - | - | - | | | | |
| | <i>Augusta</i> | - | - | - | - | - | | | | |
| | <i>Triangle</i> | - | - | - | - | - | | | | |
| 20232 | Chip Seal Road Project | - | - | 227,000 | 19,540 | - | | | | |
| 20233 | Drainage Project (Westwood/Brrokhollow) | - | - | 425,624 | - | - | | | | |
| 20234 | Roads - GO Bonds | - | - | - | - | - | | | | |
| 20235 | Total General Fund Capital | - | - | 919,624 | 19,540 | - | | | | |
| TOTAL CAPITAL EXPENSES | | | | | | | | | | |
| | \$ | - | \$ | - | \$ | 919,624 | \$ | 19,540 | \$ | - |

Treasurer's Report
For the Period: October 2022 - June 2023

Item 1.

Percent Complete: 75%

| | 2022-2023 | | | 2021-2022 | | | Y/Y Monthly Comparison | | |
|---|----------------|----------------|-------------|----------------|----------------|-------------|------------------------|---------------|--------------|
| | YTD | Budget | % | YTD | Budget | % | Jun-23 | Jun-22 | Difference |
| Revenue | | | | | | | | | |
| 2900 Accounting Info Needed | - | - | n/a | - | - | n/a | - | - | - |
| 3000 Ad Valorem Tax Revenue | - | - | n/a | - | - | n/a | - | - | - |
| 3000.01 Ad Valorem Tax | 353,480 | 360,000 | 98% | 348,269 | 349,000 | 100% | - | 7,804 | (7,804) |
| 3000.02 Delinquent Ad Valorem Tax | 2,215 | 4,500 | 49% | 2,983 | - | n/a | - | 508 | (508) |
| 3000 Ad Valorem Tax Revenue | 355,696 | 364,500 | 98% | 351,252 | 349,000 | 101% | - | 8,313 | (8,313) |
| 3005 State Sales Tax Revenue | 75,785 | 80,000 | 95% | 65,219 | 80,000 | 82% | 7,106 | 7,051 | 56 |
| 3010 Mixed Beverage Tax & Fees Rev | 1,145 | 1,200 | 95% | 947 | 1,500 | 63% | 275 | 182 | 93 |
| 3020 Electric Franchise Fee Revenue | 28,516 | 31,000 | 92% | 23,837 | 34,000 | 70% | - | - | - |
| 3030 Cable Services Franchise Rev | 16,832 | 30,000 | 56% | 26,067 | 30,000 | 87% | - | - | - |
| 3030.1 PEG - Cable Revenue | 13,634 | 6,650 | 205% | 5,208 | 6,000 | 87% | - | - | - |
| 3030 Cable Services Franchise Rev | 30,466 | - | | 31,275 | - | #DIV/0! | - | - | - |
| 3040 Water Service Franchise Revenue | 94,817 | 90,000 | 105% | 90,436 | 100,000 | 90% | - | - | - |
| 3050 Disposal Service Franchise Rev | 22,361 | 24,000 | 93% | 18,692 | 25,000 | 75% | - | - | - |
| 3060 Telephone Franchise Revenue | 103 | 160 | 65% | 120 | 200 | 60% | - | - | - |
| 3070 Golf Course Franchise Revenue | - | 500 | 0% | 500 | 500 | 100% | - | - | - |
| 3080 Reimbursements | - | - | n/a | - | 6,000 | 0% | - | - | - |
| 3080.10 Engineerings | - | 8,000 | 0% | 2,061 | - | n/a | - | - | - |
| 3080.20 Legal | - | 2,500 | 0% | - | - | n/a | - | - | - |
| 3080.30 Admin | - | - | n/a | - | - | n/a | - | - | - |
| 3080 Reimbursements | - | 10,500 | 0% | 2,061 | 6,000 | 34% | - | - | - |
| 3090 Development Revenue | - | - | n/a | - | - | n/a | - | - | - |
| 3090.01 Residential | - | - | n/a | - | - | n/a | - | - | - |
| 3090.011 New Home Permits | 2,000 | 6,000 | 33% | 6,000 | 5,000 | 120% | - | 1,000 | (1,000) |
| 3090.012 Other Permits | 3,676 | 7,000 | 53% | 7,160 | 11,000 | 65% | 383 | 300 | 83 |
| 3090.013 Inspections | 6,432 | 7,000 | 92% | 7,997 | 17,000 | 47% | - | - | - |
| 3090.02 Commercial | - | 500 | 0% | 3,234 | 5,000 | 65% | - | - | - |
| 3090.03 Other | - | 200 | 0% | - | 80 | 0% | - | - | - |
| 3090.031 Subdivisions/Plats/Re-Plats | 25,962 | 5,000 | 519% | - | 5,000 | 0% | - | - | - |
| 3090.99 Permits Other | 475 | - | n/a | - | - | n/a | - | - | - |
| Total 3090 Development Revenue | 38,545 | 25,700 | 150% | 24,390 | 43,080 | 57% | 383 | 1,300 | (918) |
| 3093 Liquor License Revenue | 725 | 1,250 | 58% | 1,388 | 1,310 | 106% | 725 | 1,388 | (663) |
| 3095 Sign Fees | 190 | 350 | 54% | 425 | 700 | 61% | 35 | 35 | - |
| 3096 - Other Permits | 1,490 | - | n/a | - | - | n/a | - | - | - |
| 4000 Interest Income | 58,778 | 2,500 | 2351% | 2,464 | 1,000 | 246% | 7,837 | 985 | 6,851 |
| 4010 Other Revenue | 5,520 | 10,000 | 55% | 12,369 | 700 | 1767% | 152 | - | 152 |
| 4010 Other Revenue | 5,520 | 10,000 | 55% | 12,369 | 700 | 1767% | 152 | - | 152 |
| 4015 Oak Wilt Containment | - | 6,000 | 0% | - | - | n/a | - | - | - |
| 4020 Municipal Court Revenue | - | 1,500 | 0% | 901 | 1,500 | 60% | - | - | - |
| 4035 TDEM DR-4485 Revenue | - | - | n/a | 213,021 | - | n/a | - | - | - |
| 4040 Donations Received | - | 5,200 | 0% | - | 6,180 | 0% | - | - | - |
| 4040.02 Park Donations | 2,500 | 500 | 500% | 1,180 | - | n/a | - | - | - |
| Total Donations Received | 2,500 | 5,700 | 44% | 1,180 | 6,180 | 19% | - | - | - |
| 4050 General Fund Transfer | - | - | n/a | - | - | n/a | - | - | - |
| Uncategorized Revenue | 8,737 | - | n/a | - | - | n/a | 7,991 | - | 7,991 |
| Total Revenue | 725,372 | 691,510 | 105% | 840,476 | 686,670 | 122% | 24,504 | 19,253 | 5,251 |
| Expenditures | | | | | | | | | |
| 5000 Personnel Services | - | - | n/a | - | - | n/a | - | - | - |
| 5000.01 Salaries and Wages | 107,506 | 170,000 | 63% | 148,818 | 208,500 | 71% | 14,073 | 16,161 | (2,088) |
| 5000.02 Health Insurance Stipend | 4,359 | 6,000 | 73% | 6,729 | 8,600 | 78% | 615 | 763 | (147) |
| 5000.03 City Manager Vehicle Reimburse | 3,000 | - | n/a | 4,500 | 6,000 | 75% | 192 | 500 | (308) |
| 5000.04 Overtime Wages | 9,335 | - | n/a | - | - | n/a | 1,334 | - | 1,334 |
| 5000.05 Elected Official Pay | - | - | n/a | - | - | n/a | - | - | - |
| 5000.20 Payroll Tax Expense | - | - | n/a | - | - | n/a | - | - | - |
| 5000.21 FICA/OASDI | 9,501 | 13,400 | 71% | 10,940 | 16,410 | 67% | 1,240 | 1,275 | (34) |
| 5000.22 Unemployment Insurance | 31 | 1,100 | 3% | 917 | 500 | 183% | 2 | 4 | (1) |
| 5000.20 Payroll Tax Expense | 9,532 | 14,500 | 66% | 11,856 | 16,910 | 70% | 1,243 | 1,278 | (36) |
| 5000.40 Retirement | 12,413 | 18,100 | 69% | 16,354 | 22,190 | 74% | 1,579 | 1,818 | (238) |
| Total 5000 Personnel Services | 146,144 | 208,600 | 70% | 188,258 | 262,200 | 72% | 19,036 | 20,519 | (1,483) |
| 5500 Office Expenses | - | - | n/a | - | - | n/a | - | - | - |
| 5500.05 Bank Fees & Charges | - | - | n/a | - | - | n/a | - | - | - |
| 5500.10 City Hall Maintenance / Repairs | 2,860 | 2,000 | 143% | 654 | 4,000 | 16% | 242 | 104 | 138 |
| 5500.20 Cleaning Costs | 1,448 | 1,800 | 80% | 1,125 | 1,500 | 75% | 150 | 125 | 25 |
| 5500.30 IT & Radio Expenses | 2,315 | 10,000 | 23% | 10,461 | 15,000 | 70% | - | - | - |
| 5500.40 Newsletter | - | - | n/a | - | - | n/a | - | - | - |
| 5500.50 Office Supplies | 4,717 | 4,500 | 105% | 4,326 | 4,000 | 108% | 533 | 653 | (120) |
| 5500.55 Office Equipment | 4,378 | - | n/a | - | - | n/a | 649 | - | 649 |
| 5500.60 Postage & Shipping | 3,229 | 3,000 | 108% | 1,748 | 2,100 | 83% | 707 | - | 707 |
| 5500.61 Printing & Reproduction | 1,493 | 4,500 | 33% | 3,259 | 4,000 | 81% | 191 | 284 | (93) |
| 5500.62 Printing Cost Newspaper | 571 | 1,500 | 38% | 223 | 2,000 | 11% | 360 | - | - |

| | 2022-2023 | | | 2021-2022 | | | Y/Y Monthly Comparison | | | Item 1. |
|--|----------------|----------------|-------------|----------------|----------------|------------|------------------------|---------------|----------------|---------|
| | YTD | Budget | % | YTD | Budget | % | Jun-23 | Jun-22 | Diff | |
| 5500.70 Storage Rental | - | - | n/a | - | - | n/a | - | - | - | - |
| 5500.80 Software & Subscriptions | 24,823 | 12,000 | 207% | 6,240 | 15,000 | 42% | 6,909 | 1,702 | 5,207 | |
| Total 5500 Office Expenses | 45,834 | 39,300 | 117% | 28,036 | 47,600 | 59% | 9,741 | 2,867 | 6,873 | |
| 6000 Professional Services | - | - | n/a | - | - | n/a | - | - | - | - |
| 6000.01 Audit Expense | 13,264 | 12,000 | 111% | 11,990 | 12,000 | 100% | 13,264 | 11,990 | 1,274 | |
| 6000.10 Codification | - | 2,750 | 0% | 2,831 | 4,000 | 71% | - | 2,831 | (2,831) | |
| 6000.11 Contract Labor | 4,636 | - | n/a | - | 6,500 | 0% | 698 | - | 698 | |
| 6000.15 Engineering | 17,541 | 20,000 | 88% | 11,967 | 10,000 | 120% | 2,024 | 698 | 1,326 | |
| 6000.16 Mapping | 200 | 3,000 | 7% | - | - | n/a | 200 | - | 200 | |
| 6000.17 Engineering Reimbursable | 8,090 | 8,000 | | 9,905 | 4,000 | | - | 58 | (58) | |
| 6000.15 Engineering | 25,831 | 31,000 | 83% | 21,872 | 14,000 | 156% | 2,224 | 755 | 1,469 | |
| 6000.20 Legal Expenses | 3,540 | - | n/a | - | - | n/a | - | - | - | - |
| 6000.21 General | 19,163 | 20,000 | 96% | 25,490 | 65,000 | 39% | 2,992 | - | 2,992 | |
| 6000.22 Legal Reimbursable | 2,500 | 2,500 | 100% | 2,540 | 3,000 | 85% | - | - | - | |
| 6000.23 Litigation | - | 5,000 | 0% | 7,320 | 15,000 | 49% | - | - | - | |
| 6000.25 Special Cases | 3,295 | 30,000 | 11% | 36,228 | 22,000 | 165% | - | - | - | |
| 6000.26 Elected Body Legal | 3,300 | 5,000 | 66% | 2,290 | - | n/a | 925 | - | 925 | |
| 6000.20 Legal Expenses | 31,798 | 62,500 | 51% | 73,868 | 105,000 | 70% | 3,917 | - | 3,917 | |
| 6000.30 IT Services | 2,521 | 15,500 | 16% | 10,823 | 14,500 | 75% | - | 1,498 | (1,498) | |
| 6000.40 Accounting | 18,183 | 25,000 | 73% | 11,074 | 15,000 | 74% | 1,995 | 1,184 | 811 | |
| 6000.50 Law Enforcement | 7,138 | 12,500 | 57% | 14,169 | 8,160 | 174% | 1,200 | 480 | 720 | |
| Total 6000 Professional Services | 103,370 | 161,250 | 64% | 146,627 | 179,160 | 82% | 23,296 | 18,739 | 4,557 | |
| 6500 Area Care/Maintenance | - | - | n/a | - | - | n/a | - | - | - | - |
| 6500.01 Deer Removal | 975 | 1,750 | 56% | 1,425 | 1,000 | 143% | - | 75 | (75) | |
| 6500.15 Mowing | 5,400 | 2,750 | 196% | 1,875 | 2,000 | 94% | - | 375 | (375) | |
| 6500.20 Oak Wilt Containment | - | 15,000 | 0% | - | 15,000 | 0% | - | - | - | |
| 6500.21 Greenspace Maintenance | 5,961 | 6,000 | 99% | 1,336 | - | n/a | 170 | - | 170 | |
| 6500.22 Landscape Maintenance | 2,375 | 9,000 | 26% | 6,885 | 10,000 | 69% | - | - | - | |
| 6500.23 Contract Services | 470 | - | n/a | - | 2,000 | 0% | - | - | - | |
| 6500.24 Parks and Playground Maintenance | - | 13,453 | 0% | - | 30,000 | 0% | - | - | - | |
| 6500.25 ROW Tree Trimming | - | 11,000 | 0% | - | 7,500 | 0% | - | - | - | |
| 6500.26 Holiday Decorations | 650 | 500 | 130% | 262 | 2,000 | 13% | - | - | - | |
| 6500.30 street maintenance | 4,283 | 30,000 | 14% | 10,165 | 20,000 | 51% | - | 2,651 | (2,651) | |
| 6500.31 Street Signs | 119 | 6,000 | 2% | 4,056 | 4,000 | 101% | - | 57 | (57) | |
| 6500.35 Storm Damage Reserve | - | - | n/a | - | 1,000 | 0% | - | - | - | |
| 6500.40 Tree Limb Pick-Up | - | - | n/a | - | - | n/a | - | - | - | |
| 6500.50 Equipment Maintenance | 372 | 2,000 | 19% | 2,110 | 4,000 | 53% | - | 24 | (24) | |
| 6500.60 Water Quality Testing CCWPP | 1,093 | 1,000 | 109% | 620 | 2,000 | 31% | - | - | - | |
| Total 6500 Area Care/Maintenance | 21,698 | 98,453 | 22% | 28,734 | 100,500 | 29% | 170 | 3,181 | (3,012) | |
| 7000 Other Operating Expenses | - | - | n/a | - | - | n/a | - | - | - | - |
| 7000.01 Ad Valorem Tax Expense | 1,864 | 4,407 | 42% | 2,990 | 4,060 | 74% | - | 943 | (943) | |
| 7000.02 Building Inspections | 1,815 | 7,000 | 26% | 10,020 | 12,550 | 80% | - | 830 | (830) | |
| 7000.03 Code Compliance | - | 500 | 0% | 774 | 1,500 | 52% | - | - | - | |
| 7000.04 Dues & Membership | 671 | 2,500 | 27% | 2,311 | 3,000 | 77% | - | - | - | |
| 7000.05 Election Expense | 2,199 | 2,000 | 110% | 1,065 | 1,200 | 89% | 2,199 | - | 2,199 | |
| 7000.06 TML Dues | 632 | 600 | 105% | 591 | 600 | 99% | - | - | - | |
| 7000.10 Depreciation Expense | - | - | n/a | - | - | n/a | - | - | - | - |
| 7000.15 Meeting Expense | 907 | 3,000 | 30% | 6,591 | 5,000 | 132% | - | 71 | (71) | |
| 7000.20 Public Notices | 5,513 | 1,200 | 459% | 879 | 3,000 | 29% | 766 | 57 | 709 | |
| 7000.30 Travel & Vehicle Exp Reimb. | 122 | 2,000 | 6% | 4,626 | 5,000 | 93% | 20 | (272) | 292 | |
| 7000.31 Elected Official Travel | - | 500 | 0% | - | 2,000 | 0% | - | - | - | |
| 7000.40 Training & Prof Development | - | - | n/a | - | - | n/a | - | - | - | - |
| 7000.41 Elected Body | 1,421 | 2,500 | 57% | 1,165 | 2,500 | 47% | - | - | - | |
| 7000.42 Staff | 2,402 | 4,000 | 60% | 2,461 | 5,000 | 49% | - | (1,390) | 1,390 | |
| 7000.43 Boards/Committees | 133 | - | n/a | - | - | n/a | - | - | - | |
| 7000.50 Community Relations | 3,758 | 7,000 | 54% | 1,901 | 6,000 | 32% | 833 | 411 | 422 | |
| Total 7000 Other Operating Expenses | 21,437 | 37,207 | 58% | 35,374 | 51,410 | 69% | 3,818 | 651 | 3,168 | |
| 7500 Utilities | - | - | n/a | - | - | n/a | - | - | - | - |
| 7500.10 City Hall Utilities | 112 | - | n/a | - | 3,500 | 0% | - | - | - | - |
| 7500.11 Electric | 1,027 | 2,100 | 49% | 1,381 | - | n/a | 112 | 189 | (77) | |
| 7500.12 Water | 1,110 | 1,500 | 74% | 1,073 | - | n/a | 122 | 118 | 4 | |
| 7500.10 City Hall Utilities | 2,250 | 3,600 | 62% | 2,454 | 3,500 | 70% | 235 | 307 | (73) | |
| 7500.20 Outdoor Utilities | - | - | n/a | - | 4,250 | 0% | - | - | - | - |
| 7500.21 Electric | 1,068 | 1,350 | 79% | 986 | - | n/a | 120 | 109 | 11 | |
| 7500.22 Water | 1,171 | 1,600 | 73% | 1,198 | - | n/a | 129 | 129 | 0 | |
| 7500.20 Outdoor Utilities | 2,239 | 2,950 | 76% | 2,184 | 4,250 | 51% | 249 | 238 | 11 | |
| 7500.30 Telephone & Internet | 3,589 | 4,500 | 80% | 4,069 | 6,200 | 66% | 378 | 457 | (78) | |
| Total 7500 Utilities | 8,078 | 11,050 | 73% | 8,707 | 13,950 | 62% | 862 | 1,002 | (139) | |
| 7600 Insurance | - | 3,500 | 0% | 4,592 | - | n/a | - | - | - | - |
| 6010 Health Insurance (deleted) | - | - | n/a | - | - | n/a | - | - | - | - |
| 7600.01 TML Insurance | 5,093 | 200 | 2547% | 200 | 4,600 | 4% | - | - | - | |
| 7600 Insurance | 5,093 | 3,700 | 138% | 4,792 | 4,600 | 104% | - | - | 0% | |
| 7700 TDEM DR-4485 Expenditures | - | - | n/a | - | - | n/a | - | - | - | - |
| 8020 Municipal Court Costs | 230 | - | n/a | - | - | n/a | 130 | - | 130 | |
| 8020.20 MC Judge | - | 4,800 | 0% | 600 | 3,600 | 17% | - | - | - | |
| 8020.25 Misc. Court Costs | - | 150 | 0% | - | 2,500 | 0% | - | - | - | |

| | 2022-2023 | | | 2021-2022 | | | Y/Y Monthly Comparison | | | Item 1. |
|--|------------------|----------------|-------------|----------------|----------------|------------|------------------------|-----------------|------------------|---------|
| | YTD | Budget | % | YTD | Budget | % | Jun-23 | Jun-22 | Diff | |
| 8020.30 Prosecutor | - | 1,500 | 0% | 2,540 | 3,000 | 85% | - | - | - | |
| 8020.35 Court Bailiff | - | - | n/a | - | 750 | 0% | - | - | - | |
| 8020.40 State Comptroller Costs | - | 300 | 0% | (45) | 700 | -6% | - | - | - | |
| 8020.41 Supplies | - | - | n/a | 67 | 200 | 34% | - | - | - | |
| 8020.60 Public Safety | - | - | n/a | - | - | n/a | - | - | - | |
| Total 8020 Municipal Court Costs | 230 | 6,750 | 3% | 3,162 | 10,750 | 29% | 130 | - | 130 | |
| 8900 Miscellaneous | - | 75,200 | 0% | 5,000 | 120,650 | 4% | - | - | - | |
| 8900.10 Reconciliation Discrepancies | - | - | n/a | - | - | n/a | - | - | - | |
| 8900.20 Contingency Reserve | - | 50,000 | 0% | - | 50,000 | 0% | - | - | - | |
| 8900.25 Ice Storm 2023 | 245,777 | - | n/a | - | - | n/a | 13,438 | - | 13,438 | |
| 8900.30 Projects | 31,252 | - | n/a | 20,364 | - | n/a | - | 3,655 | (3,655) | |
| 8900.40 Engineering Services – Street Projects | - | - | n/a | 21,588 | 15,000 | 144% | - | - | - | |
| Total 8900 Miscellaneous | 277,029 | 125,200 | 221% | 46,951 | 185,650 | 25% | 13,438 | 3,655 | 9,783 | |
| 9077 General Fund Accrual | - | - | n/a | - | (169,150) | 0% | - | - | - | |
| Unapplied Cash Bill Payment Expenditure | - | - | n/a | - | - | n/a | - | - | - | |
| Uncategorized Expense | 234,626 | - | n/a | - | - | n/a | 233,976 | - | 233,976 | |
| Total Expenditures | 863,540 | 691,510 | 125% | 490,641 | 686,670 | 71% | 304,467 | 50,614 | 253,853 | |
| Net Operating Revenue | (138,168) | - | n/a | 349,835 | - | n/a | (279,963) | (31,361) | (248,602) | |
| Other Revenue | | | | | | | | | | |
| 4019 Proceeds from Capital Leases | - | - | n/a | - | - | n/a | - | - | - | |
| 9810.01 Sinking Fund Revenue | 212,148 | 224,793 | 94% | 212,317 | - | n/a | - | 5,036 | (5,036) | |
| 8500 Capital Improvement Income | 200,000 | 227,000 | 88% | 0 | - | n/a | - | - | - | |
| Total Other Revenue | 412,148 | 451,793 | 91% | 212,317 | - | n/a | - | 5,036 | (5,036) | |
| Other Expenditures | | | | | | | | | | |
| 8500.25 Capital Improvement Expense | - | - | n/a | - | - | n/a | - | - | - | |
| 9800.23 Chip Seal Project FYE23 | 19,540 | - | n/a | - | - | n/a | - | - | - | |
| 9001 Capital Lease Principal | - | - | n/a | - | - | n/a | - | - | - | |
| 9002 Interest on Capital Lease | - | - | n/a | - | - | n/a | - | - | - | |
| 9005 Bond Interest Paid | - | - | n/a | - | - | n/a | - | - | - | |
| 9006 Bond Costs of Issuance | 1,764 | - | n/a | - | - | n/a | - | - | - | |
| 9800.01 Capital Expenditures - CY | - | - | n/a | - | - | n/a | - | - | - | |
| 9800.1 Capital Project Expenditures - FY | - | 227,000 | 0% | - | - | n/a | - | - | - | |
| 9800.11 2017 Street Improvements | - | - | n/a | - | - | n/a | - | - | - | |
| 9800.12 2017 Street Improvements Legal | - | - | n/a | - | - | n/a | - | - | - | |
| 9800.13 2021 Street Improvements | - | - | n/a | 387,916 | - | n/a | - | - | - | |
| 9810.02 Sinking Fund Interest & Fees | 3,811 | 5,793 | 66% | 5,784 | - | n/a | - | - | - | |
| 9810.03 Sinking Fund Principal | 219,000 | 219,000 | 100% | 207,000 | - | n/a | - | - | - | |
| 9810.04 Agent Fees | 400 | - | n/a | - | - | n/a | - | - | - | |
| 9800.02 Other Miscellaneous Expenditure | - | - | n/a | (417,633) | - | n/a | - | - | - | |
| 9888 Reconciliation Discrepancies | - | - | n/a | - | - | n/a | - | - | - | |
| Total Other Expenditures | 244,515 | 451,793 | 54% | 183,067 | - | n/a | - | - | - | |
| Net Other Revenue | 167,633 | - | n/a | 29,250 | - | n/a | - | 5,036 | (5,036) | |
| Net Revenue | 29,465 | - | n/a | 379,085 | - | n/a | (279,963) | (26,325) | (253,638) | |

**The City of Woodcreek
Transaction Report
June 2023**

| Date | Name | Memo/Description | Amount |
|-------------|---|--|---------------|
| 06/01/2023 | Amazon Capital Services, Inc. | Sandwich board, coffeemaker, desk calendar | -344.98 |
| 06/01/2023 | Adam Halstead | Traffic enforcement | -1,000.00 |
| 06/01/2023 | Lands' End Business | Logo setup fee | -29.00 |
| 06/01/2023 | Ruth Ann Gilbert | Reimbursement for plants, etc. | -138.94 |
| 06/01/2023 | ODP Business Solutions LLC | Office supplies | -100.57 |
| 06/01/2023 | Hays County Traffic Enforcement | Traffic enforcement | -200.00 |
| 06/01/2023 | Atteign LLC | Monthly accounting services | -1,995.00 |
| 06/02/2023 | TMRS | TMRS PAYROLL 7709 | -2,189.37 |
| 06/02/2023 | Sean Rawlings | Contract labor hours | -257.50 |
| 06/05/2023 | Amazon | Office supplies | -66.71 |
| 06/05/2023 | Amazon | Table number holders | -8.24 |
| 06/06/2023 | Texas Municipal Clerks Association, Inc | S Mac Kenzie - TMCCP Virtual Step By Step Conduct of an Election | -130.00 |
| 06/06/2023 | Hill Country Trophy | Name bars, nametags | -54.85 |
| 06/08/2023 | Zoom Video Communications | Zoom subscription | -17.04 |
| 06/09/2023 | Payroll Account | Automatic transfer to payroll clearing to cover payroll costs. | -7,811.31 |
| 06/12/2023 | Lands' End Business | T-shirts | -218.95 |
| 06/15/2023 | Atteign LLC | Payroll, QBO & Dext subscriptions | -162.50 |
| 06/15/2023 | Amazon | POS Purchase WA AMZN.COM/BILL AM POS Purchase WA AMZN.COM/BILL AMZN M | -63.84 |
| 06/16/2023 | HOT IT | IT such as Premium packages, Office 365, Backup software & storage, Email security bur | -979.20 |
| 06/16/2023 | Abip CPAs & Advisors | Audit & compliance services rendered for 9/30/22 financial statement audit | -13,263.70 |
| 06/16/2023 | Waste Connections Lone Star Inc | Hauling & disposal fees, delivery fee | -6,069.30 |
| 06/16/2023 | Verizon | Acct # 842103446-00001 Monthly - internet access for computer | -165.96 |
| 06/16/2023 | San Marcos Daily Record | RA1906 - Public notices | -766.17 |
| 06/16/2023 | Ricardo Puente | Updated zoning map, GIS data, and City Limits-ETJ map. | -200.00 |
| 06/16/2023 | K Friese & Associates, Inc. | Engineering services | -2,023.51 |
| 06/16/2023 | A to Z Copy & Print, LLC | Printing services | -90.00 |
| 06/18/2023 | Sherry Rogers & Co. | Monthly payment for office cleaning services | -150.00 |
| 06/20/2023 | PEC - Utilities | Entrance 9534, meter 199104 | -71.84 |
| 06/20/2023 | AquaTexas, Inc. | Water bill payment (Brookhollow & Woodcreek) | -42.92 |
| 06/20/2023 | AquaTexas, Inc. | Water bill payment (Gatehouse) | -42.92 |
| 06/20/2023 | AquaTexas, Inc. | Water bill payment (City Hall) | -122.41 |
| 06/20/2023 | Spectrum Business | Cable service | -212.43 |
| 06/20/2023 | AquaTexas, Inc. | Water bill payment (Par View) | -43.29 |
| 06/20/2023 | PEC - Utilities | meter 33594 Brookhollow 3364 | -48.00 |
| 06/20/2023 | Walmart | Legal pads, etc. | -26.63 |

| | | | |
|--------------|---------------------------------------|---|------------------------------|
| 06/20/2023 | Wimberley Valley Chamber of Commer | Registration, Wimberley Independence Day Parade | -130.00 |
| 06/21/2023 | PEC - Utilities | City Hall 6693, meter 333418 | -112.42 |
| 06/21/2023 | Kwik Chek | POS Purchase TX WIMBERLEY EXXON POS Purchase TX WIMBERLEY EXXON KWIK | -11.22 |
| 06/22/2023 | OTC Brands Inc. | POS Purchase NE 800-2280475 OTC POS Purchase NE 800-2280475 OTC BRANDS IN | -667.17 |
| 06/22/2023 | HEB | Drinking water | -13.92 |
| 06/22/2023 | Sean Rawlings | Contract labor hours | -440.00 |
| 06/22/2023 | Napa Auto Parts | Coupler | -48.70 |
| 06/23/2023 | Signs On The Cheap | 70 signs 18"x12" | -325.84 |
| 06/23/2023 | Payroll Account | Automatic transfer to payroll clearing to cover payroll costs. | -8,510.82 |
| 06/24/2023 | Simple Leaf Tree Care | Wood chipper repairs | -7,368.20 |
| 06/26/2023 | Signs.com | Signs Order #1145578 | -269.88 |
| 06/26/2023 | | CITY OF WOODCREE BROADWAY B 1110 CITY OF WOODCREE BROADWAY B 1110 | -219,302.38 |
| 06/26/2023 | | CITY OF WOODCREE FIFTHROOM 11101 CITY OF WOODCREE FIFTHROOM 111015 | -13,881.18 |
| 06/27/2023 | Hill Country Springs | Drinking water 014081 | -49.22 |
| 06/27/2023 | Hired Killers Inc. | Pest control | -97.00 |
| 06/27/2023 | San Marcos Daily Record | RA1906 - Public notices | -360.00 |
| 06/27/2023 | Pitney Bowes Purchase Power Inc. | 8000-9090-0977-2711 Postage meter equipment and/or services | -707.18 |
| 06/27/2023 | | POS Purchase TX 512-8472201 WIMB POS Purchase TX 512-8472201 WIMBERLEY VA | -50.00 |
| 06/27/2023 | Jeff Rasco (v) | Reimbursement - Limestone blocks for Par View | -169.52 |
| 06/27/2023 | Xerox Financial Services | Contract # 010-0164812-001, Customer 164812, Lease pmt | -190.63 |
| 06/27/2023 | The County of Hays | Nov 8, 2022 Election Costs | -2,198.96 |
| 06/28/2023 | Home Depot | Atomic 20V Lithium-Ion Cordless Comp | -144.99 |
| 06/29/2023 | Zazzle | Employee ID Badges | -23.36 |
| 06/30/2023 | Law Office of Roger Gordon | Legal Services | -3,916.60 |
| 06/30/2023 | Fund Accounting Solution Technologies | Proj Mgt, Data Bkup Config, Data Cntr Config, Migrati | -5,750.00 |
| 06/30/2023 | Whataburger | Lunch - Sean, Kevin - Dripping Springs | -19.98 |
| 06/30/2023 | Hobby Lobby | 4th of July items | -75.57 |
| TOTAL | | | <u>-\$ 303,941.82</u> |

City of Woodcreek
Sales Tax Received

| Month | FY 2016-17 | FY 2017-18 | FY 2018-19 | FY 2019-20 | FY 2020-21 | FY 2021-22 | FY 2022-23 | Change |
|---------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-----------------|
| DEC (Oct) | 3,494 | 3,600 | 4,026 | 5,605 | 16,486 | 6,535 | 6,521 | -0.22% |
| JAN (Nov) | 3,591 | 3,998 | 5,115 | 6,054 | 7,570 | 7,884 | 7,624 | -3.30% |
| FEB (Dec) | 4,447 | 6,243 | 6,055 | 7,371 | 9,573 | 10,023 | 11,475 | 14.48% |
| MAR (Jan) | 3,504 | 3,414 | 4,328 | 5,225 | 6,401 | 6,546 | 6,134 | -6.29% |
| APR (Feb) | 3,302 | 3,178 | 4,338 | 5,273 | 5,321 | 6,290 | 12,897 | 105.03% |
| MAY (Mar) | 4,402 | 4,698 | 5,501 | 6,301 | 7,857 | 7,556 | 9,258 | 22.53% |
| JUN (Apr) | 4,350 | 4,236 | 3,990 | 6,669 | 6,897 | 7,051 | 7,106 | 0.79% |
| JUL (May) | 3,746 | 4,190 | 5,088 | 6,885 | 6,569 | 8,086 | | -100.00% |
| AUG (Jun) | 4,436 | 5,260 | 5,114 | 7,178 | 7,816 | 7,709 | | -100.00% |
| SEP (Jul) | 3,624 | 4,261 | 5,019 | 9,676 | 6,643 | 7,464 | | -100.00% |
| OCT (Aug) | 3,746 | 4,125 | 5,349 | 6,061 | 6,362 | 7,755 | | -100.00% |
| NOV (Sep) | 4,919 | 4,999 | 5,831 | 7,128 | 6,971 | 7,015 | | -100.00% |
| Totals | 47,561 | 52,205 | 59,752 | 79,429 | 94,466 | 51,885 | 61,015 | 17.60% |

CITY OF WOODCREEK, TEXAS

Quarterly Inventory Report

As of 06/30/23

| Purchase Date | Security | Coupon or Avg Rate | Maturity Date | Par | Days to Maturity | Beginning Book | Beginning Market | Ending Book | Ending Market | Period Earnings |
|-------------------------------|--------------------------------|--------------------|-----------------|-----|------------------|---------------------|---------------------|---------------------|---------------------|------------------|
| Bank Checking Accounts | | | | | | | | | | |
| <u>04/01/23</u> | TX Regional Bank 061 Operating | 4.96% | <u>07/01/23</u> | n/a | 1 | 305,907.15 | 305,907.15 | 216,990.33 | 216,990.33 | 3,375.28 |
| <u>04/01/23</u> | TX Regional Bank 819 Payroll | 0.00% | <u>07/01/23</u> | | | 10,000.00 | 10,000.00 | 10,000.00 | 10,000.00 | 0.00 |
| Subtotal Bank Accounts | | | | | | 315,907.15 | 315,907.15 | 226,990.33 | 226,990.33 | 3,375.28 |
| Investment Accounts | | | | | | | | | | |
| <u>04/01/23</u> | Texas Class | 5.17% | <u>07/01/23</u> | n/a | 1 | 1,612,892.64 | 1,612,892.64 | 1,383,481.57 | 1,383,481.57 | 20,588.93 |
| TOTALS | | | | | | 1,928,799.79 | 1,928,799.79 | 1,610,471.90 | 1,610,471.90 | 23,964.21 |

| | |
|---|--------|
| Average Weighted Maturity | 1 days |
| Weighted Average Interest Rate, All Funds | 5.11% |

This quarterly report has been prepared in compliance with the Public Funds Investment Act and the City's Investment Policy.

Kevin Rule, City Manager

Notice About 2023 Tax Rates

Property Tax Rates in City of Woodcreek.

This notice concerns the 2023 property tax rates for City of Woodcreek.

This notice provides information about two tax rates used in adopting the current tax year’s tax rate. The no-new-revenue tax rate would impose the same amount of taxes as last year if you compare properties taxed in both years. In most cases, the voter-approval tax rate is the highest tax rate a taxing unit can adopt without holding an election. In each case, these rates are calculated by dividing the total amount of taxes by the current taxable value with adjustments as required by state law. The rates are given per \$100 of property value.

This year’s no-new-revenue tax rate \$0.1647/\$100.

This year’s voter-approval tax rate \$0.2705/\$100.

To see the full calculations, please visit <https://hayscountytexas.com/departments/taxoffice/> for a copy of the Tax Rate Calculation Worksheet.

Unencumbered Fund Balances.

The following estimated balances will be left in the taxing unit’s accounts at the end of the fiscal year. These balances are not encumbered by corresponding debt obligation.

| Type of Fund | Balance |
|--------------|-------------|
| General | \$1,462,277 |
| Debt Service | \$13,596 |

Current Year Debt Service.

The following amounts are for long-term debts that are secured by property taxes. These amounts will be paid from upcoming property tax revenues (or additional sales tax revenues, if applicable).

| Description of Debt | Principal or Contract Payment To be Paid From Property Taxes | Interest to be Paid From Property Taxes | Other Amounts To be Paid | Total Payment |
|------------------------------------|--|---|--------------------------|---------------|
| Bonds Payable Tax Note Series 2017 | \$185,000 | \$161,341 | \$400 | \$346,741 |

| | |
|--|------------|
| Total required for 2023 debt service | \$ 354,369 |
| - Amount (if any) paid from funds listed in unencumbered funds | \$ 0 |
| - Amount (if any) paid from other resources | \$ 0 |
| - Excess collections last year | \$ 5,603 |
| = Total to be paid from taxes in 2023 | \$ 348,766 |
| + Amount added in anticipation that the taxing unit will collect only 100.2900% of its taxes in 2023 | \$ -1,009 |
| = Total Debt Levy | \$ 347,757 |

This notice contains a summary of the no-new-revenue and voter-approval calculations as certified by Jenifer O’Kane, Hays County Tax Assessor-Collector, 7.31.23.

2023 CERTIFICATION OF VALUES__CITY OF WOODCREEK_CWC



2023 ASSESSMENT ROLL GRAND TOTALS REPORT

| | PRE-CERTIFIED | LESS 15% | CERTIFIED |
|---------------------------------|---------------|-----------|-------------|
| This Year Certified Taxable | 344,568,074 | | 344,568,074 |
| This Year Taxable Under Protest | 12,999,781 | 1,949,967 | 11,049,814 |
| This Year OA Frozen Taxable | | | |
| This Year DP Frozen Taxable | | | |
| This Year Frozen Taxable | | | |

2023 EFFECTIVE TAX RATE REPORT

- Last Year Tax Rate
- Last Year Taxable now Exempt
- Last Year Taxable now AG Loss
- Last Year Taxable Deannexed
- This Year Taxable Annexed
- This Year Taxable New Imp.
- New Exemptions
- Section 52&59 New Property Value
- Value Due to Reduced or Expiring Abatements

Laura Raven

LAURA RAVEN
CHIEF APPRAISER
HAYS CENTRAL APPRAISAL DISTRICT
7/24/2023

2023 Tax Rate Calculation Worksheet

Taxing Units Other Than School Districts or Water Districts

City of Woodcreek

(512) 847-9390

Taxing Unit Name

Phone (area code and number)

41 Champions Circle, Woodcreek, TX, 78676

<https://www.woodcreektx.gov>

Taxing Unit's Address, City, State, ZIP Code

Taxing Unit's Website Address

GENERAL INFORMATION: Tax Code Section 26.04(c) requires an officer or employee designated by the governing body to calculate the no-new-revenue (NNR) tax rate and voter-approval tax rate for the taxing unit. These tax rates are expressed in dollars per \$100 of taxable value calculated. The calculation process starts after the chief appraiser delivers to the taxing unit the certified appraisal roll and the estimated values of properties under protest. The designated officer or employee shall certify that the officer or employee has accurately calculated the tax rates and used values shown for the certified appraisal roll or certified estimate. The officer or employee submits the rates to the governing body by Aug. 7 or as soon thereafter as practicable.

School districts do not use this form, but instead use Comptroller Form 50-859 *Tax Rate Calculation Worksheet, School District without Chapter 313 Agreements* or Comptroller Form 50-884 *Tax Rate Calculation Worksheet, School District with Chapter 313 Agreements*.

Water districts as defined under Water Code Section 49.001(1) do not use this form, but instead use Comptroller Form 50-858 *Water District Voter-Approval Tax Rate Worksheet for Low Tax Rate and Developing Districts* or Comptroller Form 50-860 *Developed Water District Voter-Approval Tax Rate Worksheet*.

The Comptroller's office provides this worksheet to assist taxing units in determining tax rates. The information provided in this worksheet is offered as technical assistance and not legal advice. Taxing units should consult legal counsel for interpretations of law regarding tax rate preparation and adoption.

SECTION 1: No-New-Revenue Tax Rate

The NNR tax rate enables the public to evaluate the relationship between taxes for the prior year and for the current year based on a tax rate that would produce the same amount of taxes (no new taxes) if applied to the same properties that are taxed in both years. When appraisal values increase, the NNR tax rate should decrease.

The NNR tax rate for a county is the sum of the NNR tax rates calculated for each type of tax the county levies.

While uncommon, it is possible for a taxing unit to provide an exemption for only maintenance and operations taxes. In this case, the taxing unit will need to calculate the NNR tax rate separately for the maintenance and operations tax and the debt tax, then add the two components together.

| Line | No-New-Revenue Tax Rate Worksheet | Amount/Rate |
|------|--|------------------|
| 1. | 2022 total taxable value. Enter the amount of 2022 taxable value on the 2022 tax roll today. Include any adjustments since last year's certification; exclude Tax Code Section 25.25(d) one-fourth and one-third over-appraisal corrections from these adjustments. Exclude any property value subject to an appeal under Chapter 42 as of July 25 (will add undisputed value in Line 6). This total includes the taxable value of homesteads with tax ceilings (will deduct in Line 2) and the captured value for tax increment financing (adjustment is made by deducting TIF taxes, as reflected in Line 17). ¹ | \$ 318,144,212 |
| 2. | 2022 tax ceilings. Counties, cities and junior college districts. Enter 2022 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision in 2022 or a prior year for homeowners age 65 or older or disabled, use this step. ² | \$ 0 |
| 3. | Preliminary 2022 adjusted taxable value. Subtract Line 2 from Line 1. | \$ 318,144,212 |
| 4. | 2022 total adopted tax rate. | \$ 0.1839 /\$100 |
| 5. | 2022 Taxable Value lost because court appeals of ARB decisions reduced 2021 appraised Value. | |
| | A. Original 2022 ARB values: | \$ 0 |
| | B. 2022 values resulting from final court decisions: | -\$ 0 |
| | C. 2022 value loss. Subtract B from A. ³ | \$ 0 |
| 6. | 2022 taxable value subject to an appeal under Chapter 42, as of July 25. | |
| | A. 2022 ARB certified value: | \$ 0 |
| | B. 2022 disputed value: | -\$ 0 |
| | C. 2022 undisputed value. Subtract B from A. ⁴ | \$ 0 |
| 7. | 2022 Chapter 42 related adjusted values. Add Line 5C and Line 6C. | \$ 0 |

¹ Tex. Tax Code § 26.012(14)

² Tex. Tax Code § 26.012(14)

³ Tex. Tax Code § 26.012(13)

⁴ Tex. Tax Code § 26.012(13)

| Line | No-New-Revenue Tax Rate Worksheet | Amount/ |
|------|--|----------------|
| 8. | 2022 taxable value, adjusted for actual and potential court-ordered adjustments. Add Line 3 and Line 7. | \$ 318,144,212 |
| 9. | 2022 taxable value of property in territory the taxing unit deannexed after Jan. 1, 2022. Enter the 2021 value of property in deannexed territory. ⁵ | \$ 0 |
| 10. | <p>2022 taxable value lost because property first qualified for an exemption in 2023. If the taxing unit increased an original exemption, use the difference between the original exempted amount and the increased exempted amount. Do not include value lost due to freeport, goods-in-transit, temporary disaster exemptions. Note that lowering the amount or percentage of an existing exemption in 2023 does not create a new exemption or reduce taxable value.</p> <p>A. Absolute exemptions. Use 2022 market value:..... \$ 0</p> <p>B. Partial exemptions. 2023 exemption amount or 2023 percentage exemption times 2022 value:..... + \$ 379,500</p> <p>C. Value loss. Add A and B.⁶</p> | \$ 379,500 |
| 11. | <p>2022 taxable value lost because property first qualified for agricultural appraisal (1-d or 1-d-1), timber appraisal, recreational/scenic appraisal or public access airport special appraisal in 2023. Use only properties that qualified in 2023 for the first time; do not use properties that qualified in 2022.</p> <p>A. 2022 market value:..... \$ 0</p> <p>B. 2023 productivity or special appraised value:..... - \$ 0</p> <p>C. Value loss. Subtract B from A.⁷</p> | \$ 0 |
| 12. | Total adjustments for lost value. Add Lines 9, 10C and 11C. | \$ 379,500 |
| 13. | 2022 captured value of property in a TIF. Enter the total value of 2022 captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which 2022 taxes were deposited into the tax increment fund. ⁸ If the taxing unit has no captured appraised value in line 18D, enter 0. | \$ 0 |
| 14. | 2022 total value. Subtract Line 12 and Line 13 from Line 8. | \$ 317,764,712 |
| 15. | Adjusted 2022 total levy. Multiply Line 4 by Line 14 and divide by \$100. | \$ 584,369 |
| 16. | Taxes refunded for years preceding tax year 2022. Enter the amount of taxes refunded by the taxing unit for tax years preceding tax year 2022. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2022. This line applies only to tax years preceding tax year 2022. ⁹ | \$ 0 |
| 17. | Adjusted 2022 levy with refunds and TIF adjustment. Add Lines 15 and 16. ¹⁰ | \$ 584,369 |
| 18. | <p>Total 2023 taxable value on the 2023 certified appraisal roll today. This value includes only certified values or certified estimate of values and includes the total taxable value of homesteads with tax ceilings (will deduct in Line 20). These homesteads include homeowners age 65 or older or disabled.¹¹</p> <p>A. Certified values:..... \$ 344,568,074</p> <p>B. Counties: Include railroad rolling stock values certified by the Comptroller's office:..... + \$ 0</p> <p>C. Pollution control and energy storage system exemption: Deduct the value of property exempted for the current tax year for the first time as pollution control or energy storage system property:..... - \$ 0</p> <p>D. Tax increment financing: Deduct the 2023 captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the 2023 taxes will be deposited into the tax increment fund. Do not include any new property value that will be included in Line 23 below.¹²..... - \$ 0</p> <p>E. Total 2023 value. Add A and B, then subtract C and D.</p> | \$ 344,568,074 |

⁵ Tex. Tax Code § 26.012(15)
⁶ Tex. Tax Code § 26.012(15)
⁷ Tex. Tax Code § 26.012(15)
⁸ Tex. Tax Code § 26.03(c)
⁹ Tex. Tax Code § 26.012(13)
¹⁰ Tex. Tax Code § 26.012(13)
¹¹ Tex. Tax Code § 26.012, 26.04(c-2)
¹² Tex. Tax Code § 26.03(c)

| Line | No-New-Revenue Tax Rate Worksheet | Amount/ |
|------|---|-------------------------|
| 19. | <p>Total value of properties under protest or not included on certified appraisal roll. ¹³</p> <p>A. 2023 taxable value of properties under protest. The chief appraiser certifies a list of properties still under ARB protest. The list shows the appraisal district's value and the taxpayer's claimed value, if any, or an estimate of the value if the taxpayer wins. For each of the properties under protest, use the lowest of these values. Enter the total value under protest. ¹⁴ \$ <u>11,049,814</u></p> <p>B. 2023 value of properties not under protest or included on certified appraisal roll. The chief appraiser gives taxing units a list of those taxable properties that the chief appraiser knows about but are not included in the appraisal roll certification. These properties also are not on the list of properties that are still under protest. On this list of properties, the chief appraiser includes the market value, appraised value and exemptions for the preceding year and a reasonable estimate of the market value, appraised value and exemptions for the current year. Use the lower market, appraised or taxable value (as appropriate). Enter the total value of property not on the certified roll. ¹⁵ + \$ <u>0</u></p> <p>C. Total value under protest or not certified. Add A and B. \$ <u>11,049,814</u></p> | |
| 20. | <p>2023 tax ceilings. Counties, cities and junior colleges enter 2023 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision in 2022 or a prior year for homeowners age 65 or older or disabled, use this step. ¹⁶</p> | \$ <u>0</u> |
| 21. | <p>2023 total taxable value. Add Lines 18E and 19C. Subtract Line 20. ¹⁷</p> | \$ <u>355,617,888</u> |
| 22. | <p>Total 2023 taxable value of properties in territory annexed after Jan. 1, 2022. Include both real and personal property. Enter the 2023 value of property in territory annexed. ¹⁸</p> | \$ <u>0</u> |
| 23. | <p>Total 2023 taxable value of new improvements and new personal property located in new improvements. New means the item was not on the appraisal roll in 2022. An improvement is a building, structure, fixture or fence erected on or affixed to land. New additions to existing improvements may be included if the appraised value can be determined. New personal property in a new improvement must have been brought into the taxing unit after Jan. 1, 2022 and be located in a new improvement. New improvements do include property on which a tax abatement agreement has expired for 2023. ¹⁹</p> | \$ <u>1,024,390</u> |
| 24. | <p>Total adjustments to the 2023 taxable value. Add Lines 22 and 23.</p> | \$ <u>1,024,390</u> |
| 25. | <p>Adjusted 2023 taxable value. Subtract Line 24 from Line 21.</p> | \$ <u>354,593,498</u> |
| 26. | <p>2023 NNR tax rate. Divide Line 17 by Line 25 and multiply by \$100. ²⁰</p> | \$ <u>0.1647</u> /\$100 |
| 27. | <p>COUNTIES ONLY. Add together the NNR tax rates for each type of tax the county levies. The total is the 2023 county NNR tax rate. ²¹</p> | \$ <u>0.0000</u> /\$100 |

SECTION 2: Voter-Approval Tax Rate

The voter-approval tax rate is the highest tax rate that a taxing unit may adopt without holding an election to seek voter approval of the rate. The voter-approval tax rate is split into two separate rates:

- Maintenance and Operations (M&O) Tax Rate:** The M&O portion is the tax rate that is needed to raise the same amount of taxes that the taxing unit levied in the prior year plus the applicable percentage allowed by law. This rate accounts for such things as salaries, utilities and day-to-day operations.
- Debt Rate:** The debt rate includes the debt service necessary to pay the taxing unit's debt payments in the coming year. This rate accounts for principal and interest on bonds and other debt secured by property tax revenue.

The voter-approval tax rate for a county is the sum of the voter-approval tax rates calculated for each type of tax the county levies. In most cases the voter-approval tax rate exceeds the no-new-revenue tax rate, but occasionally decreases in a taxing unit's debt service will cause the NNR tax rate to be higher than the voter-approval tax rate.

| Line | Voter-Approval Tax Rate Worksheet | Amount/Rate |
|------|--|-------------------------|
| 28. | <p>2022 M&O tax rate. Enter the 2022 M&O tax rate.</p> | \$ <u>0.1839</u> /\$100 |
| 29. | <p>2022 taxable value, adjusted for actual and potential court-ordered adjustments. Enter the amount in Line 8 of the <i>No-New-Revenue Tax Rate Worksheet</i>.</p> | \$ <u>318,144,212</u> |

¹³ Tex. Tax Code § 26.01(c) and (d)
¹⁴ Tex. Tax Code § 26.01(c)
¹⁵ Tex. Tax Code § 26.01(d)
¹⁶ Tex. Tax Code § 26.012(6)(B)
¹⁷ Tex. Tax Code § 26.012(6)
¹⁸ Tex. Tax Code § 26.012(17)
¹⁹ Tex. Tax Code § 26.012(17)
²⁰ Tex. Tax Code § 26.04(c)
²¹ Tex. Tax Code § 26.04(d)

| Line | Voter-Approval Tax Rate Worksheet | Amount/ |
|------|--|-----------------|
| 30. | Total 2022 M&O levy. Multiply Line 28 by Line 29 and divide by \$100 | \$ 585,067 |
| 31. | Adjusted 2022 levy for calculating NNR M&O rate. | |
| | <p>A. M&O taxes refunded for years preceding tax year 2022. Enter the amount of M&O taxes refunded in the preceding year for taxes before that year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2022. This line applies only to tax years preceding tax year 2022. + \$ 0</p> <p>B. 2022 taxes in TIF. Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no 2023 captured appraised value in Line 18D, enter 0. - \$ 0</p> <p>C. 2022 transferred function. If discontinuing all of a department, function or activity and transferring it to another taxing unit by written contract, enter the amount spent by the taxing unit discontinuing the function in the 12 months preceding the month of this calculation. If the taxing unit did not operate this function for this 12-month period, use the amount spent in the last full fiscal year in which the taxing unit operated the function. The taxing unit discontinuing the function will subtract this amount in D below. The taxing unit receiving the function will add this amount in D below. Other taxing units enter 0. +/- \$ 0</p> <p>D. 2022 M&O levy adjustments. Subtract B from A. For taxing unit with C, subtract if discontinuing function and add if receiving function. \$ 0</p> <p>E. Add Line 30 to 31D.</p> | \$ 585,067 |
| 32. | Adjusted 2023 taxable value. Enter the amount in Line 25 of the <i>No-New-Revenue Tax Rate Worksheet</i> . | \$ 354,593,498 |
| 33. | 2023 NNR M&O rate (unadjusted). Divide Line 31E by Line 32 and multiply by \$100. | \$ 0.1649/\$100 |
| 34. | Rate adjustment for state criminal justice mandate. ²³ If not applicable or less than zero, enter 0. | |
| | <p>A. 2023 state criminal justice mandate. Enter the amount spent by a county in the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. \$ 0</p> <p>B. 2022 state criminal justice mandate. Enter the amount spent by a county in the 12 months prior to the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. Enter zero if this is the first time the mandate applies. - \$ 0</p> <p>C. Subtract B from A and divide by Line 32 and multiply by \$100. \$ 0.0000/\$100</p> <p>D. Enter the rate calculated in C. If not applicable, enter 0.</p> | \$ 0.0000/\$100 |
| 35. | Rate adjustment for indigent health care expenditures. ²⁴ If not applicable or less than zero, enter 0. | |
| | <p>A. 2023 indigent health care expenditures. Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, 2022 and ending on June 30, 2023, less any state assistance received for the same purpose. \$ 0</p> <p>B. 2022 indigent health care expenditures. Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, 2021 and ending on June 30, 2022, less any state assistance received for the same purpose. - \$ 0</p> <p>C. Subtract B from A and divide by Line 32 and multiply by \$100. \$ 0.0000/\$100</p> <p>D. Enter the rate calculated in C. If not applicable, enter 0.</p> | \$ 0.0000/\$100 |

²² [Reserved for expansion]
²³ Tex. Tax Code § 26.044
²⁴ Tex. Tax Code § 26.0441

| Line | Voter-Approval Tax Rate Worksheet | Amount/ |
|------|--|-------------------------|
| 36. | <p>Rate adjustment for county indigent defense compensation. ²⁵ If not applicable or less than zero, enter 0.</p> <p>A. 2023 indigent defense compensation expenditures. Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, 2022 and ending on June 30, 2023, less any state grants received by the county for the same purpose..... \$ _____ 0</p> <p>B. 2022 indigent defense compensation expenditures. Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, 2021 and ending on June 30, 2022, less any state grants received by the county for the same purpose..... \$ _____ 0</p> <p>C. Subtract B from A and divide by Line 32 and multiply by \$100..... \$ <u>0.0000</u>/\$100</p> <p>D. Multiply B by 0.05 and divide by Line 32 and multiply by \$100..... \$ <u>0.0000</u>/\$100</p> <p>E. Enter the lesser of C and D. If not applicable, enter 0.</p> | \$ <u>0.0000</u> /\$100 |
| 37. | <p>Rate adjustment for county hospital expenditures. ²⁶ If not applicable or less than zero, enter 0.</p> <p>A. 2023 eligible county hospital expenditures. Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, 2022 and ending on June 30, 2023. \$ _____ 0</p> <p>B. 2022 eligible county hospital expenditures. Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, 2021 and ending on June 30, 2022. \$ _____ 0</p> <p>C. Subtract B from A and divide by Line 32 and multiply by \$100..... \$ <u>0.0000</u>/\$100</p> <p>D. Multiply B by 0.08 and divide by Line 32 and multiply by \$100..... \$ <u>0.0000</u>/\$100</p> <p>E. Enter the lesser of C and D, if applicable. If not applicable, enter 0.</p> | \$ <u>0.0000</u> /\$100 |
| 38. | <p>Rate adjustment for defunding municipality. This adjustment only applies to a municipality that is considered to be a defunding municipality for the current tax year under Chapter 109, Local Government Code. Chapter 109, Local Government Code only applies to municipalities with a population of more than 250,000 and includes a written determination by the Office of the Governor. See Tax Code Section 26.0444 for more information.</p> <p>A. Amount appropriated for public safety in 2022. Enter the amount of money appropriated for public safety in the budget adopted by the municipality for the preceding fiscal year \$ _____ 0</p> <p>B. Expenditures for public safety in 2022. Enter the amount of money spent by the municipality for public safety during the preceding fiscal year \$ _____ 0</p> <p>C. Subtract B from A and divide by Line 32 and multiply by \$100 \$ <u>0.0000</u>/\$100</p> <p>D. Enter the rate calculated in C. If not applicable, enter 0.</p> | \$ <u>0.0000</u> /\$100 |
| 39. | <p>Adjusted 2023 NNR M&O rate. Add Lines 33, 34D, 35D, 36E, and 37E. Subtract Line 38D.</p> | \$ <u>0.1649</u> /\$100 |
| 40. | <p>Adjustment for 2022 sales tax specifically to reduce property taxes. Cities, counties and hospital districts that collected and spent additional sales tax on M&O expenses in 2022 should complete this line. These entities will deduct the sales tax gain rate for 2023 in Section 3. Other taxing units, enter zero.</p> <p>A. Enter the amount of additional sales tax collected and spent on M&O expenses in 2022, if any. Counties must exclude any amount that was spent for economic development grants from the amount of sales tax spent \$ _____ 0</p> <p>B. Divide Line 40A by Line 32 and multiply by \$100 \$ <u>0.0000</u>/\$100</p> <p>C. Add Line 40B to Line 39.</p> | \$ <u>0.1649</u> /\$100 |
| 41. | <p>2023 voter-approval M&O rate. Enter the rate as calculated by the appropriate scenario below.</p> <p>Special Taxing Unit. If the taxing unit qualifies as a special taxing unit, multiply Line 40C by 1.08.</p> <p>- or -</p> <p>Other Taxing Unit. If the taxing unit does not qualify as a special taxing unit, multiply Line 40C by 1.035.</p> | \$ <u>0.1706</u> /\$100 |

²⁵ Tex. Tax Code §26.0442
²⁶ Tex. Tax Code §26.0443

| Line | Voter-Approval Tax Rate Worksheet | Amount/ | Item 2. |
|------|--|-------------------------|---------|
| D41. | <p>Disaster Line 41 (D41): 2023 voter-approval M&O rate for taxing unit affected by disaster declaration. If the taxing unit is located in an area declared a disaster area and at least one person is granted an exemption under Tax Code Section 11.35 for property located in the taxing unit, the governing body may direct the person calculating the voter-approval tax rate to calculate in the manner provided for a special taxing unit. The taxing unit shall continue to calculate the voter-approval tax rate in this manner until the earlier of</p> <p>1) the first year in which total taxable value on the certified appraisal roll exceeds the total taxable value of the tax year in which the disaster occurred, or</p> <p>2) the third tax year after the tax year in which the disaster occurred</p> <p>If the taxing unit qualifies under this scenario, multiply Line 40C by 1.08. ²⁷ If the taxing unit does not qualify, do not complete Disaster Line 41 (Line D41).</p> | \$ _____ /\$100 | |
| 42. | <p>Total 2023 debt to be paid with property taxes and additional sales tax revenue. Debt means the interest and principal that will be paid on debts that:</p> <p>(1) are paid by property taxes,</p> <p>(2) are secured by property taxes,</p> <p>(3) are scheduled for payment over a period longer than one year, and</p> <p>(4) are not classified in the taxing unit's budget as M&O expenses.</p> <p>A. Debt also includes contractual payments to other taxing units that have incurred debts on behalf of this taxing unit, if those debts meet the four conditions above. Include only amounts that will be paid from property tax revenue. Do not include appraisal district budget payments. If the governing body of a taxing unit authorized or agreed to authorize a bond, warrant, certificate of obligation, or other evidence of indebtedness on or after Sept. 1, 2022, verify if it meets the amended definition of debt before including it here. ²⁸</p> <p>Enter debt amount \$ <u>354,369</u></p> <p>B. Subtract unencumbered fund amount used to reduce total debt. - \$ <u>0</u></p> <p>C. Subtract certified amount spent from sales tax to reduce debt (enter zero if none) - \$ <u>0</u></p> <p>D. Subtract amount paid from other resources - \$ <u>0</u></p> <p>E. Adjusted debt. Subtract B, C and D from A. \$ <u>354,369</u></p> | \$ <u>354,369</u> | |
| 43. | <p>Certified 2022 excess debt collections. Enter the amount certified by the collector. ²⁹</p> | \$ <u>5,603</u> | |
| 44. | <p>Adjusted 2023 debt. Subtract Line 43 from Line 42E.</p> | \$ <u>348,766</u> | |
| 45. | <p>2023 anticipated collection rate.</p> <p>A. Enter the 2023 anticipated collection rate certified by the collector. ³⁰ <u>100.29%</u></p> <p>B. Enter the 2022 actual collection rate. <u>100.29%</u></p> <p>C. Enter the 2021 actual collection rate. <u>102.67%</u></p> <p>D. Enter the 2020 actual collection rate. <u>97.93%</u></p> <p>E. If the anticipated collection rate in A is lower than actual collection rates in B, C and D, enter the lowest collection rate from B, C and D. If the anticipated rate in A is higher than at least one of the rates in the prior three years, enter the rate from A. Note that the rate can be greater than 100%. ³¹</p> | <u>100.29%</u> | |
| 46. | <p>2023 debt adjusted for collections. Divide Line 44 by Line 45E.</p> | \$ <u>347,757</u> | |
| 47. | <p>2023 total taxable value. Enter the amount on Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i>.</p> | \$ <u>355,617,888</u> | |
| 48. | <p>2023 debt rate. Divide Line 46 by Line 47 and multiply by \$100.</p> | \$ <u>0.0977</u> /\$100 | |
| 49. | <p>2023 voter-approval tax rate. Add Lines 41 and 48.</p> | \$ <u>0.2683</u> /\$100 | |
| D49. | <p>Disaster Line 49 (D49): 2023 voter-approval tax rate for taxing unit affected by disaster declaration. Complete this line if the taxing unit calculated the voter-approval tax rate in the manner provided for a special taxing unit on Line D41. Add Line D41 and 48.</p> | \$ _____ /\$100 | |

²⁷ Tex. Tax Code § 26.042(a)

²⁸ Tex. Tax Code § 26.012(7)

²⁹ Tex. Tax Code § 26.012(10) and 26.04(b)

³⁰ Tex. Tax Code § 26.04(b)

³¹ Tex. Tax Code §§ 26.04(h), (h-1) and (h-2)

| Line | Voter-Approval Tax Rate Worksheet | Amount/ |
|------|---|-----------------|
| 50. | COUNTIES ONLY. Add together the voter-approval tax rates for each type of tax the county levies. The total is the 2023 county voter-approval tax rate. | \$ 0.0000/\$100 |

SECTION 3: NNR Tax Rate and Voter-Approval Tax Rate Adjustments for Additional Sales Tax to Reduce Property Taxes Not Applicable

Cities, counties and hospital districts may levy a sales tax specifically to reduce property taxes. Local voters by election must approve imposing or abolishing the additional sales tax. If approved, the taxing unit must reduce its NNR and voter-approval tax rates to offset the expected sales tax revenue. This section should only be completed by a county, city or hospital district that is required to adjust its NNR tax rate and/or voter-approval tax rate because it adopted the additional sales tax.

| Line | Additional Sales and Use Tax Worksheet | Amount/Rate |
|------|---|----------------|
| 51. | Taxable Sales. For taxing units that adopted the sales tax in November 2022 or May 2023, enter the Comptroller’s estimate of taxable sales for the previous four quarters. ³² Estimates of taxable sales may be obtained through the Comptroller’s Allocation Historical Summary webpage. Taxing units that adopted the sales tax before November 2022, enter 0. | \$ _____ |
| 52. | Estimated sales tax revenue. Counties exclude any amount that is or will be spent for economic development grants from the amount of estimated sales tax revenue. ³³ Taxing units that adopted the sales tax in November 2022 or in May 2023. Multiply the amount on Line 51 by the sales tax rate (.01, .005 or .0025, as applicable) and multiply the result by .95. ³⁴ - or - Taxing units that adopted the sales tax before November 2022. Enter the sales tax revenue for the previous four quarters. Do not multiply by .95. | \$ _____ |
| 53. | 2023 total taxable value. Enter the amount from Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> . | \$ _____ |
| 54. | Sales tax adjustment rate. Divide Line 52 by Line 53 and multiply by \$100. | \$ _____/\$100 |
| 55. | 2023 NNR tax rate, unadjusted for sales tax. ³⁵ Enter the rate from Line 26 or 27, as applicable, on the <i>No-New-Revenue Tax Rate Worksheet</i> . | \$ _____/\$100 |
| 56. | 2023 NNR tax rate, adjusted for sales tax. Taxing units that adopted the sales tax in November 2022 or in May 2023. Subtract Line 54 from Line 55. Skip to Line 57 if you adopted the additional sales tax before November 2022. | \$ _____/\$100 |
| 57. | 2023 voter-approval tax rate, unadjusted for sales tax. ³⁶ Enter the rate from Line 49, Line D49 (disaster) or Line 50 (counties) as applicable, of the <i>Voter-Approval Tax Rate Worksheet</i> . | \$ _____/\$100 |
| 58. | 2023 voter-approval tax rate, adjusted for sales tax. Subtract Line 54 from Line 57. | \$ _____/\$100 |

SECTION 4: Voter-Approval Tax Rate Adjustment for Pollution Control Not Applicable

A taxing unit may raise its rate for M&O funds used to pay for a facility, device or method for the control of air, water or land pollution. This includes any land, structure, building, installation, excavation, machinery, equipment or device that is used, constructed, acquired or installed wholly or partly to meet or exceed pollution control requirements. The taxing unit’s expenses are those necessary to meet the requirements of a permit issued by the Texas Commission on Environmental Quality (TCEQ). The taxing unit must provide the tax assessor with a copy of the TCEQ letter of determination that states the portion of the cost of the installation for pollution control. This section should only be completed by a taxing unit that uses M&O funds to pay for a facility, device or method for the control of air, water or land pollution.

| Line | Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet | Amount/Rate |
|------|--|----------------|
| 59. | Certified expenses from the Texas Commission on Environmental Quality (TCEQ). Enter the amount certified in the determination letter from TCEQ. ³⁷ The taxing unit shall provide its tax assessor-collector with a copy of the letter. ³⁸ | \$ _____ |
| 60. | 2023 total taxable value. Enter the amount from Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> . | \$ _____ |
| 61. | Additional rate for pollution control. Divide Line 59 by Line 60 and multiply by \$100. | \$ _____/\$100 |
| 62. | 2023 voter-approval tax rate, adjusted for pollution control. Add Line 61 to one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties) or Line 58 (taxing units with the additional sales tax). | \$ _____/\$100 |

³² Tex. Tax Code § 26.041(d)
³³ Tex. Tax Code § 26.041(i)
³⁴ Tex. Tax Code § 26.041(d)
³⁵ Tex. Tax Code § 26.04(c)
³⁶ Tex. Tax Code § 26.04(c)
³⁷ Tex. Tax Code § 26.045(d)
³⁸ Tex. Tax Code § 26.045(i)

SECTION 5: Voter-Approval Tax Rate Adjustment for Unused Increment Rate

Item 2.

The unused increment rate is the rate equal to the difference between the adopted tax rate and voter-approval tax rate adjusted to remove the unused increment rate for the prior three years.³⁹ In a year where a taxing unit adopts a rate by applying any portion of the unused increment rate, the portion of the unused increment rate must be backed out of the calculation for that year.

The difference between the adopted tax rate and adjusted voter-approval tax rate is considered zero in the following scenarios:

- a tax year before 2020;⁴⁰
- a tax year in which the municipality is a defunding municipality, as defined by Tax Code Section 26.0501(a);⁴¹ or
- after Jan. 1, 2022, a tax year in which the comptroller determines that the county implemented a budget reduction or reallocation described by Local Government Code Section 120.002(a) without the required voter approval.⁴²

Individual components can be negative, but the overall rate would be the greater of zero or the calculated rate.

This section should only be completed by a taxing unit that does not meet the definition of a special taxing unit.⁴³

| Line | Unused Increment Rate Worksheet | Amount/Rate |
|---------------------------|---|-------------------------|
| 63. | Year 3 component. Subtract the 2022 actual tax rate and the 2022 unused increment rate from the 2022 voter-approval tax rate. | |
| | A. Voter-approval tax rate | \$ <u>0.1861</u> /\$100 |
| | As applicable: Line 49, Line 50 (counties), Line 58 (taxing units with the additional sales tax) or Line 62 (taxing units with pollution control) | |
| | B. Unused increment rate (Line 66)..... | \$ <u>0.0000</u> /\$100 |
| | C. Subtract B from A | \$ <u>0.1861</u> /\$100 |
| | D. Adopted Tax Rate | \$ <u>0.1839</u> /\$100 |
| E. Subtract D from C..... | \$ <u>0.0022</u> /\$100 | |
| 64. | Year 2 component. Subtract the 2021 actual tax rate and the 2021 unused increment rate from the 2021 voter-approval tax rate. | |
| | A. Voter-approval tax rate | \$ <u>0.2071</u> /\$100 |
| | As applicable: Line 49, Line 50 (counties), Line 58 (taxing units with the additional sales tax) or Line 62 (taxing units with pollution control) | |
| | B. Unused increment rate (Line 66)..... | \$ <u>0.0000</u> /\$100 |
| | C. Subtract B from A | \$ <u>0.2071</u> /\$100 |
| | D. Adopted Tax Rate | \$ <u>0.2071</u> /\$100 |
| E. Subtract D from C..... | \$ <u>0.0000</u> /\$100 | |
| 65. | Year 1 component. Subtract the 2020 actual tax rate and the 2020 unused increment rate from the 2020 voter-approval tax rate. | |
| | A. Voter-approval tax rate | \$ <u>0.2231</u> /\$100 |
| | As applicable: Line 47, Line 50 (counties), Line 56 (taxing units with the additional sales tax) or Line 60 (taxing units with pollution control) | |
| | B. Unused increment rate..... | \$ <u>0.0000</u> /\$100 |
| | C. Subtract B from A | \$ <u>0.2231</u> /\$100 |
| | D. Adopted Tax Rate | \$ <u>0.2231</u> /\$100 |
| E. Subtract D from C..... | \$ <u>0.0000</u> /\$100 | |
| 66. | 2023 unused increment rate. Add Lines 63E, 64E and 65E. | \$ <u>0.0022</u> /\$100 |
| 67. | Total 2023 voter-approval tax rate, including the unused increment rate. Add Line 66 to one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (taxing units with the additional sales tax) or Line 62 (taxing units with pollution control). | \$ <u>0.2705</u> /\$100 |

³⁹ Tex. Tax Code §26.013(a)
⁴⁰ Tex. Tax Code §26.013(c)
⁴¹ Tex. Tax Code §§26.0501(a) and (c)
⁴² Tex. Local Gov't Code §120.007(d), effective Jan. 1, 2022
⁴³ Tex. Tax Code §26.063(a)(1)
⁴⁴ Tex. Tax Code §26.012(8-a)
⁴⁵ Tex. Tax Code §26.063(a)(1)

SECTION 6: De Minimis Rate

Item 2.

The de minimis rate is the rate equal to the sum of the no-new-revenue maintenance and operations rate, the rate that will raise \$500,000, and the current debt rate for a taxing unit.⁴⁴ This section should only be completed by a taxing unit that is a municipality of less than 30,000 or a taxing unit that does not meet the definition of a special taxing unit.⁴⁵

| Line | De Minimis Rate Worksheet | Amount/Rate |
|------|--|-----------------|
| 68. | Adjusted 2023 NNR M&O tax rate. Enter the rate from Line 39 of the <i>Voter-Approval Tax Rate Worksheet</i> | \$ 0.1649/\$100 |
| 69. | 2023 total taxable value. Enter the amount on Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> . | \$ 355,617,888 |
| 70. | Rate necessary to impose \$500,000 in taxes. Divide \$500,000 by Line 69 and multiply by \$100. | \$ 0.1406/\$100 |
| 71. | 2023 debt rate. Enter the rate from Line 48 of the <i>Voter-Approval Tax Rate Worksheet</i> . | \$ 0.0977/\$100 |
| 72. | De minimis rate. Add Lines 68, 70 and 71. | \$ 0.4032/\$100 |

SECTION 7: Voter-Approval Tax Rate Adjustment for Emergency Revenue Rate

Not Applicable

In the tax year after the end of the disaster calculation time period detailed in Tax Code Section 26.042(a), a taxing unit that calculated its voter-approval tax rate in the manner provided for a special taxing unit due to a disaster must calculate its emergency revenue rate and reduce its voter-approval tax rate for that year.⁴⁶

Similarly, if a taxing unit adopted a tax rate that exceeded its voter-approval tax rate, calculated normally, without holding an election to respond to a disaster, as allowed by Tax Code Section 26.042(d), in the prior year, it must also reduce its voter-approval tax rate for the current tax year.⁴⁷

This section will apply to a taxing unit other than a special taxing unit that:

- directed the designated officer or employee to calculate the voter-approval tax rate of the taxing unit in the manner provided for a special taxing unit in the prior year; and
- the current year is the first tax year in which the total taxable value of property taxable by the taxing unit as shown on the appraisal roll for the taxing unit submitted by the assessor for the taxing unit to the governing body exceeds the total taxable value of property taxable by the taxing unit on January 1 of the tax year in which the disaster occurred or the disaster occurred four years ago. This section will apply to a taxing unit in a disaster area that adopted a tax rate greater than its voter-approval tax rate without holding an election in the prior year.

Note: This section does not apply if a taxing unit is continuing to calculate its voter-approval tax rate in the manner provided for a special taxing unit because it is still within the disaster calculation time period detailed in Tax Code Section 26.042(a) because it has not met the conditions in Tax Code Section 26.042(a)(1) or (2).

| Line | Emergency Revenue Rate Worksheet | Amount/Rate |
|------|---|----------------|
| 73. | 2022 adopted tax rate. Enter the rate in Line 4 of the <i>No-New-Revenue Tax Rate Worksheet</i> . | \$ _____/\$100 |
| 74. | Adjusted 2022 voter-approval tax rate. Use the taxing unit's Tax Rate Calculation Worksheets from the prior year(s) to complete this line. If a disaster occurred in 2022 and the taxing unit calculated its 2022 voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) of the 2022 worksheet due to a disaster, complete the applicable sections or lines of Form 50-856-a, <i>Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet</i> . - or - If a disaster occurred prior to 2022 for which the taxing unit continued to calculate its voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) in 2022, complete the separate <i>Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet</i> to recalculate the voter-approval tax rate the taxing unit would have calculated in 2022 if it had generated revenue based on an adopted tax rate using a multiplier of 1.035 in the year(s) following the disaster. ⁴⁸ Enter the final adjusted 2022 voter-approval tax rate from the worksheet. - or - If the taxing unit adopted a tax rate above the 2022 voter-approval tax rate without calculating a disaster tax rate or holding an election due to a disaster, no recalculation is necessary. Enter the voter-approval tax rate from the prior year's worksheet. | \$ _____/\$100 |
| 75. | Increase in 2022 tax rate due to disaster. Subtract Line 74 from Line 73. | \$ _____/\$100 |
| 76. | Adjusted 2022 taxable value. Enter the amount in Line 14 of the <i>No-New-Revenue Tax Rate Worksheet</i> . | \$ _____ |
| 77. | Emergency revenue. Multiply Line 75 by Line 76 and divide by \$100. | \$ _____ |
| 78. | Adjusted 2023 taxable value. Enter the amount in Line 25 of the <i>No-New-Revenue Tax Rate Worksheet</i> . | \$ _____ |
| 79. | Emergency revenue rate. Divide Line 77 by Line 78 and multiply by \$100. ⁴⁹ | \$ _____/\$100 |

⁴⁶ Tex. Tax Code §26.042(b)

⁴⁷ Tex. Tax Code §26.042(f)

⁴⁸ Tex. Tax Code §26.042(c)

⁴⁹ Tex. Tax Code §26.042(b)

| Line | Emergency Revenue Rate Worksheet | Amount | Item 2. |
|------------|--|----------------|---------|
| 80. | 2023 voter-approval tax rate, adjusted for emergency revenue. Subtract Line 79 from one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (taxing units with the additional sales tax), Line 62 (taxing units with pollution control) or Line 67 (taxing units with the unused increment rate). | \$ _____/\$100 | |

SECTION 8: Total Tax Rate

Indicate the applicable total tax rates as calculated above.

- No-new-revenue tax rate.** \$ 0.1647/\$100
 As applicable, enter the 2023 NNR tax rate from: Line 26, Line 27 (counties), or Line 56 (adjusted for sales tax).
 Indicate the line number used: 26

- Voter-approval tax rate.** \$ 0.2705/\$100
 As applicable, enter the 2023 voter-approval tax rate from: Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (adjusted for sales tax),
 Line 62 (adjusted for pollution control), Line 67 (adjusted for unused increment), or Line 80 (adjusted for emergency revenue).
 Indicate the line number used: 67

- De minimis rate.** \$ 0.4032/\$100
 If applicable, enter the 2022 de minimis rate from Line 72.

SECTION 9: Taxing Unit Representative Name and Signature

Enter the name of the person preparing the tax rate as authorized by the governing body of the taxing unit. By signing below, you certify that you are the designated officer or employee of the taxing unit and have accurately calculated the tax rates using values that are the same as the values shown in the taxing unit's certified appraisal roll or certified estimate of taxable value, in accordance with requirements in the Tax Code.⁵⁰

print here ▶ Jenifer O'Kane
 Printed Name of Taxing Unit Representative

sign here ▶ Jenifer O'Kane, PCC 7.26.23
 Taxing Unit Representative Date

⁵⁰ Tex. Tax Code §§26.04(c-2) and (d-2)

CITY COUNCIL SPECIAL MEETING (CITY HALL)
June 20, 2023; 3:00 PM
Woodcreek, Texas

MINUTES

CALL TO ORDER

Mayor Rasco called the Meeting to Order at 3:03P.

MOMENT OF SILENCE

PLEDGES

ROLL CALL and ESTABLISH QUORUM

PRESENT

Mayor Jeff Rasco
Mayor Pro Tem Brent H. Pulley
Councilmember Linnea R. Bailey
Councilmember Chrys Grummert
Councilmember Bob Hambrick
Councilmember Debra Hines

STAFF PRESENT

City Manager, Kevin Rule
City Secretary, Suzanne Mac Kenzie
City Attorney (Interim), Roger Gordon

PUBLIC COMMENTS

Public Comments were offered in person and email submissions were read by Mayor Rasco.

CONSENT CALENDAR

1. Approval of City Council Workshop Minutes from March 14, 2023.
2. Approval of City Council Regular Meeting Minutes from April 12, 2023.
3. Approval of City Council Workshop Minutes from April 18, 2023.
4. Approval of City Council Special Meeting Minutes from May 24, 2023.
5. Approval of City Council Workshop Minutes from May 30, 2023.

Motion was made by Council Member Hambrick to approve the Consent Calendar as it is. Motion was seconded by Council Member Hines.

A roll call vote was held.

Voting Yea: Mayor Pro Tem Pulley, Council Member Bailey, Council Member Grummert, Council Member Hambrick, Council Member Hines.

Motion Passed: 5-0-0.

REPORT OF SPECIAL (Select or Ad Hoc) COMMITTEES

Ad Hoc Workgroup, ARPA Review (American Rescue Plan Act of 2021)

Ad Hoc Workgroup, Chapters 154-157 (Development Workgroup)

6. Report on the Completion of the 2022 City Beautification Project – Par View. (*Hines*)

SPECIAL ORDERS – None

Mayor Rasco moved **Item #14** up on the Agenda.

Motion was made by Council Member Hines to make the legal counsel memo discussed in Executive Session, public. Motion was seconded by Council Member Grummert.

A roll call vote was held.

Voting Yea: Council Member Bailey, Council Member Grummert, Council Member Hambrick, Council Member Hines, Mayor Pro Tem Pulley

Motion Passed: 5-0-0.

Council Member Hines made a motion for discussion an updated draft permit and draft ordinance to regulate short-term rentals. Motion was seconded by Council Member Grummert.

Council Member Hines made a motion that we move forward with the draft permit from Staff with additional edits from today and draft an Ordinance with recommendations from page 171 in packet.

[no second was offered]

Motion was made by Council Member Hambrick that City Council approve the April 24 Ordinance as written by Planning and Zoning and move forward with the permitting changes.

City Attorney Gordon offered that an Ordinance cannot be voted on until the Public Hearing.

Mayor Pro Tem Pulley offered an amendment to Council Member Hambrick's motion to include page 171 as well. Motion was seconded by Council Member Hines.

A roll call vote was held on the amendment.

Voting Yea: Council Member Grummert, Council Member Hambrick, Council Member Hines, Mayor Pro Tem Pulley, Council Member Bailey

Motion Passed: 5-0-0.

A roll call vote was held on the main motion.

Voting Yea: Council Member Hambrick, Council Member Hines, Mayor Pro Tem Pulley, Council Member Bailey, Council Member Grummert

Motion Passed: 5-0-0.

Council Member Grummert made a motion to adopt the recommendation by the City Attorney in page 4, Section B of the memo and ask for a draft ordinance to be ready by the Public Hearing. Motion was seconded by Council Member Hines.

A roll call vote was held.

Voting Yea: Council Member Hines, Council Member Grummert

Voting Nay: Council Member Bailey

Abstentions: Mayor Pro Tem Pulley, Council Member Hambrick

Motion Failed: 2-1-2.

Recess 4:48P – 4:56P

Mayor Rasco moved **Item #15** up on the Agenda.

Motion was made by Council Member Bailey to postpone action on this item regarding pedestrian mobility until after we have referred it to the Platinum Road Panel where they will evaluate and make recommendations including the need for the survey or any other tools required to evaluate the overall safety, efficiency and economic feasibility of this element of the Master Transportation Plan of the Woodcreek Comprehensive Plan of 2022. Motion was seconded by Mayor Pro Tem Pulley.

An amended motion was made by Council Member Hines that the item is postponed and the City Manager submit additional questions for consideration and Staff seek professional survey company to do the survey.

A roll call vote was held on the amendment.

Voting Yea: Mayor Pro Tem Pulley, Council Member Grummert, Council Member Hines

Voting Nay: Council Member Bailey, Council Member Hambrick

Motion Failed: 3-2-0.

A roll call vote was held on the main motion.

Voting Yea: Council Member Bailey, Council Member Hambrick, Council Member Hines, Mayor Pro Tem Pulley

Voting Nay: Council Member Grummert

Motion Passed: 4-1-0.

UNFINISHED BUSINESS AND GENERAL ORDERS

7. **Approval of Financial Statements for April 2023.** *(Rule)*

Motion was made by Council Member Hines to approve the Financial Statements for April 2023. Motion was seconded by Council Member Hambrick.

A roll call vote was held.

Voting Yea: Council Member Grummert, Council Member Hambrick, Council Member Hines, Mayor Pro Tem Pulley, Council Member Bailey

Motion Passed: 5-0-0.

8. **Discuss and Take Appropriate Action on a Resolution of the City of Woodcreek, Texas Update the City's Fund Balance Policy.** *(Rule)*

City Manager Rule requested that Item be removed from the agenda. No objections noted.

9. **Discuss and Take Appropriate Action on A Resolution of the City of Woodcreek, Texas Updating the City's Procurement Policy.** *(Rule)*

City Manager Rule requested that Item be removed from the agenda. No objections noted.

10. **Discuss and Take Possible Action on A Conversion and Consolidation of the City Functions of Accounts Receivable/Payable, Payroll, Permitting and Code Enforcement into FundView Software.** *(Rule)*

Council Member Hines made a motion that Council accept the FundView software as proposed. Motion was seconded by Council Member Grummert.

A roll call vote was held.

Voting Yea: Council Member Hines, Mayor Pro Tem Pulley, Council Member Bailey, Council Member Grummert, Council Member Hambrick

Motion Passed: 5-0-0.

NEW BUSINESS

11. **Discuss the Possibility of Creating a Drought Contingency Plan for the City of Woodcreek.** *(Rasco)*

Motion was made by Council Member Grummert to create a Drought Contingency Plan for the City of Woodcreek. Motion was seconded by Council Member Hines.

After discussion, no action was taken.

12. **Discuss and Take Appropriate Action to Nominate a Full Member to the Platinum Panel.** *(Hines)*

Motion was made by Council Member Hines to nominate a full member [Mr. Craig Biggs] to the Platinum Panel to fill a vacancy from resignation. Motion was seconded by Council Member Bailey.

A roll call vote was held.

Voting Yea: Mayor Pro Tem Pulley, Council Member Bailey, Council Member Grummert, Council Member Hambrick, Council Member Hines

Motion Passed: 5-0-0.

13. Discuss Council Meeting Options Including an Additional Regular Meeting, Special Meetings, and Work Sessions. (Rasco)

No action can be (or was) taken on this item.

14. Discuss and Take Appropriate Action on Updating a Draft Permit and Draft Ordinance to Regulate Short-term Rentals in the City of Woodcreek. (Hines)

Item was covered earlier in the meeting.

15. Discuss and Take Appropriate Action on the Creation of A 2023 Citizen Survey, Part 2. (Hines/Bailey)

Item was covered earlier in the meeting.

16. Discuss and Take Appropriate Action on Hiring A Part-Time Code Administrator. (Rule).

Motion was made by Council Member Hambrick to put out the RFP for Code Administrator. Motion was seconded by Mayor Pro Tem Pulley.

A roll call vote was held.

Voting Yea: Council Member Bailey, Council Member Grummert, Council Member Hambrick, Council Member Hines, Mayor Pro Tem Pulley

Motion Passed: 5-0-0.

17. Discuss and Take Appropriate Action on Hiring A City Attorney. (Rule)

Motion was made by Council Member Grummert to send out the RFP for the City Attorney Position. Motion was seconded by Council Member Hambrick.

A roll call vote was held.

Voting Yea: Council Member Grummert, Council Member Hambrick, Council Member Hines, Mayor Pro Tem Pulley, Council Member Bailey

Motion Passed: 5-0-0.

18. Discuss and Take Appropriate Action on the City of Woodcreek Social Media Policy/Communication Policy. (Rule)

Motion was made by Mayor Pro Tem Pulley that the item be removed for review and consideration at the next meeting, including the original documents. Motion was seconded by Council Member Bailey.

A roll call vote was held.

Voting Yea: Council Member Hambrick, Council Member Hines, Mayor Pro Tem Pulley, Council Member Bailey, Council Member Grummert

Motion Passed: 5-0-0.

19. **Discuss and Provide Guidance to Staff Concerning the FY 2023-24 Budget.** *(Rule)*

No action can be (or was) taken on this item.

ANNOUNCEMENTS

ADJOURN

Mayor Rasco adjourned the Meeting at 6:51P.

Jeff Rasco, Mayor

Suzanne Mac Kenzie, City Secretary

CITY COUNCIL MEETING (CITY HALL)
July 12, 2023; 6:30 PM
Woodcreek, Texas

MINUTES

CALL TO ORDER

Mayor Rasco called the Meeting to Order at 6:30P.

MOMENT OF SILENCE

PLEDGES

ROLL CALL and ESTABLISH QUORUM

PRESENT

Mayor Jeff Rasco
Mayor Pro Tem Brent H. Pulley
Councilmember Linnea R. Bailey
Councilmember Chrys Grummert
Councilmember Bob Hambrick
Councilmember Debra Hines

STAFF PRESENT

City Manager, Kevin Rule
City Secretary, Suzanne Mac Kenzie
City Attorney(Interim), Roger Gordon

PUBLIC COMMENTS

Public Comments were offered.

Mayor Rasco called for a Motion on **Item #11**.

Motion was made by Council Member Hambrick to remove the item based on Public Comments.
Council Member Bailey offered a second, but not before Mayor Rasco stated there was no second.

Mayor Rasco moved **Item #5** up on the Agenda.

Mayor Rasco moved **Item #3** up on the Agenda.

Mayor Rasco moved **Item #4** up on the Agenda.

Recess 7:20P – 7:27P

CONSENT CALENDAR

1. Approval of Regular Meeting Minutes from June 14, 2023.
2. Approval of Financial Statements for May 2023. *(Rule)*

Motion was made by Council Member Grummert to approve the Regular Meeting Minutes from June 14, 2023 and approval of the Financial Statements for May 2023. Motion was seconded by Council Member Hines.

A roll call vote was held.

Voting Yea: Council Member Bailey, Council Member Grummert, Council Member Hambrick, Council Member Hines, Mayor Pro Tem Pulley

Motion Passed: 5-0-0.

REPORTS FROM OFFICERS AND COUNCIL LIAISONS

Report by Planning and Zoning Committee Liaison.

Platinum Roads Panel did not hold a meeting on July 5th due to not having a quorum. Tentative Special Meeting on July 18th.

Report by Ordinance Review Committee Liaison.

Chapters 90, 93 and 94 are complete. No meeting in August. Want to adjust the Formation Ordinance.

Report by Parks and Recreation Board Liaison.

Playscape and Gazebo are in the works. Augusta Park has enlisted CYJ Volunteers to clean up. There are several donation offers in the works.

Report by Platinum Roads Panel Liaison.

There were 3 bidders who attended the Pre-Bid Meeting. K.Friese will be updating the bid package. July 25th bids are due and will be evaluated. Panel meets on August 1st to make recommendation to Council.

Report by Tree Board Liaison.

There are vacancies for Alternate Members. Working on grants for Oak Wilt mediation. Working on dates for Earth Day (next) and Arbor Day tentative for October 28th or November 11th

Report by City Manager.

Bulk Item Pick Up is this weekend, starting at 7A; Brush Pickup starts July 17th.

City-Wide Garage Sale had 42 participants - \$5.00 is being donated to Parks and Recreation.

TML Conference in Dallas is October 4-6. If you want to attend, please let him know.

Code Administrator – still taking applications until Friday at 4P; City Attorney taking applications until July 27th; Roads RFP bids due July 25th; City Arborist position is open until filled. All postings are on the City Website.

Parks has a meeting tomorrow. Larger pieces have been ordered.

Parks and Roads Projects are estimated to be completed by Spooktacular 2023.

Council Member Grummert requested update on Pending City Business.

REPORT OF SPECIAL (Select or Ad Hoc) COMMITTEES - None

SPECIAL ORDERS - None

UNFINISHED BUSINESS AND GENERAL ORDERS - None

NEW BUSINESS

3. **Receive Briefing from Stifel, Nicolaus & Company, Inc., Regarding Pricing Summary of the City's General Obligation Bonds, Series 2023, and Matters Incident Thereto.** (Rule)

Item was covered earlier in the meeting.

4. **Consider and Possibly Take Action to Adopt An Ordinance Authorizing and Ordering the Issuance of City of Woodcreek, Texas General Obligation Bonds, Series 2023; Prescribing the Terms and Form Thereof; Making Other Provisions Regarding Such Bonds, Including Use of the Proceeds Thereof, and Matters Incident Thereto.** (Rule)

Motion was made by Council Member Hines that the City Council adopt the Ordinance authorizing and ordering the issuance of City of Woodcreek, Texas General Obligation Bonds, Series 2023, which is before the Council. Motion was seconded by Council Member Grummert.

A roll call vote was held.

Voting Yea: Mayor Pro Tem Pulley, Council Member Bailey, Council Member Grummert, Council Member Hambrick, Council Member Hines

Motion Passed: 5-0-0.

5. **Presentation of the Spirit of Woodcreek Award to the Team at Camp Young Judaea.** (Pulley/Hines)

Item was covered earlier in the meeting.

6. **Discuss and Take Possible Action on Resolution 2023-07-12-03, Amending Regular Council Meeting, Frequency, Location, and Time.** (Rasco)

(A) Motion was made by Council Member Grummert to adopt Resolution 2023-07-12-03. Motion was seconded by Council Member Hines.

(B) An Amended Motion was offered by Council Member Hambrick (as a friendly amendment) to have one regular meeting per month. Motion was seconded by Council Member Bailey.

(C) An Amended Motion was made by Mayor Pro Tem Pulley to stipulate that each Council Member can submit no more than 2 agenda items, subject to the Mayor's discretion, each meeting lasts for three(3) hours max and a simple majority vote can close debate. Motion was seconded by Council Member Grummert.

A roll call vote was held on the Amended Motion. (C)

Voting Yea: Council Member Hines, Mayor Pro Tem Pulley, Council Member Bailey, Council Member Hambrick

Voting Nay: Council Member Grummert

Motion Passed: 4-1-0.

A roll call vote was held on the Amended Motion. (B)

Voting Yea: Council Member Hambrick,

Voting Nay: Council Member Hines, Mayor Pro Tem Pulley, Council Member Bailey, Council Member Grummert

Motion Failed: 1-4-0.

A roll call vote was held on the Main Motion. (A)

Voting Yea: Council Member Grummert, Council Member Hambrick, Council Member Hines, Mayor Pro Tem Pulley, Council Member Bailey

Motion Passed: 5-0-0.

7. Discuss and Take Appropriate Action on Resolution 2023-07-12-04, Amending the City of Woodcreek Social Media Policy Approved November 09, 2022. (Rule)

(A) Motion was made by Mayor Pro Tem Pulley to take appropriate action on Resolution 2023-07-12-04, amending the City of Woodcreek Social Media Policy approved November 09, 2022. Motion was seconded by Council Member Bailey.

(B) An Amended Motion was made by Council Member Grummert that language be included [in the Social Media Policy] that in the absence of a City Manager, that the Mayor fulfills the duties as set forth in the Social Media Policy and a draft [of the Policy] comes back to Council for approval. Motion was seconded by Council Member Hines .

A roll call vote was held on the Amended Motion. (B)

Voting Yea: Council Member Bailey, Council Member Grummert, Council Member Hambrick, Council Member Hines, Mayor Pro Tem Pulley

Motion Passed: 5-0-0.

A roll call vote was held on the Main Motion. (A)

Voting Yea: Mayor Pro Tem Pulley, Council Member Bailey, Council Member Grummert, Council Member Hambrick, Council Member Hines

Motion Passed: 5-0-0.

8. **Discuss and Take Appropriate Action on Resolution 2023-07-12-01 of the City of Woodcreek, Texas Update the City's Fund Balance Policy, Amending The Fund Balance Policy Approved August 10, 2022.** (Rule)

Motion was made by Mayor Pro Tem Pulley to approve Resolution 2023-07-12-01 of the City of Woodcreek, Texas [to] update the City's Fund Balance Policy, amending the Fund Balance Policy Approved August 10, 2022 .Motion was seconded by Council Member Bailey.

A roll call vote was held.

Voting Yea: Council Member Grummert, Council Member Hambrick, Council Member Hines, Mayor Pro Tem Pulley, Council Member Bailey

Motion Passed: 5-0-0.

9. **Discuss and Take Appropriate Action on Resolution 2023-07-12-02 of the City of Woodcreek, Texas Amending the City's Procurement Policy Dated May 25, 2022.** (Rule)

Motion was made by Mayor Pro Tem Pulley to approve the Resolution 2023-07-12-02 of the City of Woodcreek, Texas amending the City's Procurement Policy dated May 25, 2022. Motion was seconded by Council Member Hambrick.

A roll call vote was held.

Voting Yea: Council Member Hambrick, Council Member Hines, Mayor Pro Tem Pulley, Council Member Bailey, Council Member Grummert

Motion Passed: 5-0-0.

10. **Discuss and Take Appropriate Action to Send the Packet Documents for this Item to the Planning and Zoning Commission and the Ordinance Review Committee for Review.** (Grummert)

Mayor Rasco pulled this item from the Agenda.

11. **Review and Discuss the City of Woodcreek Comprehensive Plan and Take Possible Action in Accordance with the Comprehensive Plan Goals, Strategies, and Action Plans.** (Hines)

Motion was made by Council Member Hines to recommend that Council discuss the Comprehensive Plan and consider setting out a plan for next steps necessary to address or achieve items identified. Motion was seconded by Council Member Grummert.

Council Member Hines withdrew this motion after discussion.

An Amended Motion was made by Mayor Pro Tem Pulley to indefinitely postpone this [item]. Motion was seconded by Council Member Bailey.

NOTE was offered by City Attorney Gordon that "indefinite postponement" has a 90-day limit.

{Mayor Pro Tem Pulley wanted to withdraw this motion, but it had already been restated by the Mayor so it must be voted upon.}

A roll call vote was held on the Amended Motion.

Voting Yea: Mayor Pro Tem Pulley, Council Member Bailey, Council Member Grummert, Council Member Hambrick, Council Member Hines

Motion Failed: 5-0-0.

ANNOUNCEMENTS – None

ADJOURN

Mayor Rasco adjourned the Meeting at 9:17P

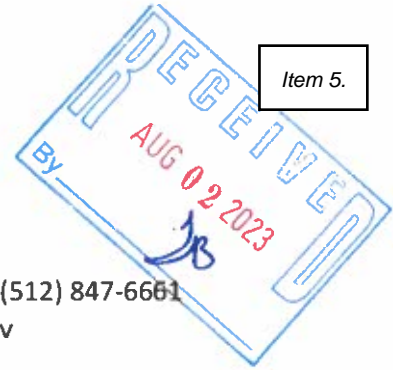
Jeff Rasco, Mayor

Suzanne Mac Kenzie, City Secretary

DRAFT



Item 5.



City of Woodcreek

41 Champions Circle • Woodcreek, Texas 78676 • Office: (512) 847-9390 • Fax: (512) 847-6661
Email: woodcreek@woodcreektx.gov • Website: woodcreektx.gov

Application for Special Event Permit

Applicant(s) Connie Willcox - Caroline French

Address 11 OVER BROOK CT

Home Phone _____ Cell Phone 512 626-4660

Work Phone _____

Email address cwillcox53@aig

Event Location 11 OVER BROOK CT

Event Name/Description Estate Sale

- Event Type:
- Private Group
 - Public Event
 - Alcohol Will Be Available at this Event
 - Music/Entertainment will be amplified at this Event
 - Security/Traffic Enforcement will be provided at this Event

**** If any of the above categories are checked please attach additional information ****

Estimated Number of Attendees/Guests VARIES

Estimated Number of Contractors/Staff 5

Event Date & Starting/Ending Time 9-12, 3, — 9AM - 2PM

Estimated Number/Type of Vehicles expected for the event, including suppliers:

- 16 Automobiles
- _____ Buses
- _____ Box trucks (2 axles)
- _____ Semi-trucks
- _____ Other (please identify)

Any other information city council may find beneficial in deciding whether or not to grant the special event permit (attach additional documentation if necessary):

§156.082 of the City of Woodcreek Code of Ordinances requires a special event permit for all events which are outside of normal and customary activities associated with the applicable zoning district. Such activities must also comply with all other city ordinances and be harmonious with the zoning district in which it is to take place.

An application for a special event permit shall be made in writing. Application will be approved or denied within 30 days from date all necessary information is received. Unless specifically approved by the City Council all special event permit applications are DENIED.

Music and entertainment shall not be played outdoors after 10 PM or before 12 PM (noon).

Groups that anticipate Special Events of larger than 200 people may be required by City Council to have the following for the issuance of the permit and shall be noted below in conditions of permit:

- EMS personnel on hand per every 200 people in attendance.
- A designated first aid/EMS station for events over 300 people
- Law enforcement/security personnel equal to 1 law enforcement/security personnel for every 100 people in attendance if alcohol is served.
- Additional fees for city services may be required as indicated by permit

Application Fee:

A non-refundable application fee of \$100 must accompany the submission of this form.

Completed application can be emailed to woodcreek@woodcreektx.gov.

For City use only: \$100 Fee received on 06-23-2022 JK #1026

Date application, required information and fee received: 8/22/23 - up to appl (na) date

Applicable Zoning Category/Use: _____

City Council Vote: Approved or Denied (circle one) Date: _____

Date permit issued to property owner: _____ Permit # _____

Date applicant notified of denial: _____

Reason for denial: _____

ORDINANCE NO. 2023-08-09-01

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOODCREEK, TEXAS, ORDERING THE GENERAL ELECTION TO BE HELD ON NOVEMBER 7, 2023 FOR A PURPOSE OF ELECTING A MAYOR AND TWO(2) ALDERMEN; ESTABLISHING THE TIME AND PLACE FOR EARLY VOTING.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WOODCREEK, TEXAS:

Section 1. That there will be a General City Election on November 7, 2023 for the purpose of electing a Mayor and two Aldermen positions, with each serving a two-year term.

(Seccion 1.) Que habrá una Elección General de la Ciudad el 7 de noviembre de 2023 con el propósito de elegir un Alcalde y dos Concejales, cada uno de los cuales servirá un término de dos años.

Section 2. The place of polling locations as shown on "Exhibit A".

(Seccion 2.) El lugar de los lugares de votación como se muestra en el "Anexo A".

Section 3. The polls will be open from 7:00AM to 7:00PM on Election Day.

(Seccion 3.) Las urnas electorales estarán abiertas de 7:00 a. m. a 7:00 p. m. el día de las elecciones.

Section 4. Early Voting in the election by personal appearance shall be conducted at the dates, times, and polling places as attached hereto as "Exhibit A" to this Ordinance, and such exhibit is incorporated herein by reference for all purposes. "Exhibit A" may be revised as necessary to conform to the final early voting polling locations as instructed by Hays County.

(Seccion 4.) La votación anticipada en la elección en persona se llevará a cabo en las fechas, horas y lugares de votación que se adjuntan al presente como "Anexo A" de esta Ordenanza, y dicho anexo se incorpora aquí como referencia para todos los fines. El "Anexo A" puede revisarse según sea necesario para ajustarse a los lugares finales de votación anticipada según las instrucciones del condado de Hays.

Section 5. Applications for ballots by mail shall be mailed to:

(Seccion 5.) Las solicitudes de boletas por correo se enviarán por correo a:

Jennifer Doinoff
Hays County Election Administrator and Voter Registrar
712 South Stagecoach Trail, Suite 1012
San Marcos, Texas 78666

Applications for ballots by mail must be received no later than the close of business on October 27, 2023 at 5:00PM CST.

PASSED and APPROVED on this 9th day of August, 2023.

Jeff Rasco, Mayor


ATTEST:

Suzanne J. Mac Kenzie, City Secretary

Exhibit A

Polling Locations


Proposed by the Hays County Elections Office. Subject to Change.



November 7, 2023 General Election Vote Center Locations

Main Early Voting Site: Hays County Elections Office

Jennifer Dolhoff, Elections Administrator: (512) 393-7310



| | 22 | 23 | 24 | 25 | 26 | 27 | 28 |
|-------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|------------------------------|
| Oct. | Early Voting 8 am - 5 pm | Early Voting 8 am - 5 pm | Early Voting 8 am - 5 pm | Early Voting 8 am - 5 pm | Early Voting 8 am - 5 pm | Early Voting 8 am - 5 pm | Early Voting 10 am - 8 pm |
| Nov. | Early Voting 8 am - 5 pm | Early Voting 8 am - 5 pm | Early Voting 8 am - 5 pm | November 1 | Early Voting 7 am - 7 pm | Early Voting 7 am - 7 pm | |
| | 5 | 6 | 7 | 8 | 9 | 10 | 11 |

Early Voting Election Day

San Marcos

| ✓ | ✓ | Location | Address |
|---|---|--|--|
| ✓ | ✓ | Broadway (Christus Trinity Clinic) | 401 Broadway Street #A |
| | ✓ | Brookdale San Marcos North | 1720 Old Ranch Road 12 |
| | ✓ | Calvary Baptist Church | 1906 North Interstate 35 Frontage Road |
| | ✓ | Centro Cultural Hispano de San Marcos | 211 Lee Street |
| | ✓ | Dunbar Center | 801 West Martin Luther King Drive |
| | ✓ | First Baptist Church San Marcos | 325 West McCarty Lane |
| ✓ | ✓ | Hays County Elections Office Main Early Voting Site | 120 Stagecoach Trail (new Elections office) |
| ✓ | ✓ | Hays County Government Center, Conference Room | 712 South Stagecoach Trail |
| ✓ | ✓ | LBJ Student Center, Texas State University | 601 University Drive |
| | ✓ | Promiseland Church | 1650 Lime Kiln Road |
| | ✓ | San Marcos Fire Department Station #5 | 100 Carlson Circle |
| | ✓ | San Marcos Housing Authority / C.M. Allen Homes | 820 Sturgeon Drive |
| | ✓ | San Marcos Public Library | 625 East Hopkins Street |
| | ✓ | Sinal Pentecostal Church | 208 Laredo Street |
| | ✓ | South Hays Fire Department Station #12 | 8301 Ranch Road 12 |
| | ✓ | Stone Brook Seniors Community | 300 South Stagecoach Trail |

Early Voting Election Day

Buda

| ✓ | ✓ | Location | Address |
|---|---|---|------------------------------------|
| ✓ | ✓ | Buda City Hall - Multipurpose Room | 405 East Loop Street, Building 100 |
| | ✓ | Hays Hills Baptist Church | 1401 North FM 1626 |
| | ✓ | McCormick Middle School | 5700 Dacy Lane |
| | ✓ | Southern Hills Church of Christ | 3740 FM 967 |
| ✓ | ✓ | Sunfield Station | 2610 Main Street |
| | ✓ | Upper Campus, Buda Elementary School (Kunkel Room, historic school site) | 300 North San Marcos Street |

| Early Voting | Election Day | Kyle | |
|--------------|--------------|--|--|
| | ✓ | Austin Community College – Hays Campus | 1200 Kohlers Crossing |
| ✓ | ✓ | HCISD Administration, Old Print Shop | 21003 Interstate 35 Frontage Road |
| ✓ | ✓ | Kyle City Hall | 100 West Center Street |
| ✓ | ✓ | Main Office, HCISD Transportation | 2385 High Road, Umland |
| | ✓ | Precinct 2 Office, Hays County | 5458 FM 2770 |
| | ✓ | Simon Middle School | 3839 East FM 150 |
| | ✓ | Tobias Elementary School | 1005 East FM 150 |
| | ✓ | Wallace Middle School | 1500 West Center Street |
| ✓ | ✓ | Yarrington – Hays County Transportation Department | 2171 Yarrington Road |
| Early Voting | Election Day | Wimberley | |
| | ✓ | Cypress Creek Church | 211 Stillwater Road |
| ✓ | ✓ | Texan Academy at Souder – Gym | 400 Green Acres Drive |
| | ✓ | VFW Post #6441 | 401 Jacobs Well Road |
| ✓ | ✓ | Wimberley Community Center – Blanco Room | 14068 Ranch Road 12 |
| Early Voting | Election Day | Dripping Springs and Austin | |
| | ✓ | Driftwood Community Church | 15112 FM 150, Driftwood |
| | ✓ | Dripping Springs Ranch Park | 1042 Event Center Drive |
| ✓ | ✓ | Headwaters, the HUB | 708 Headwaters Boulevard |
| | ✓ | Henly Station #3, North Hays County Fire Rescue | 7520 Creek Road |
| | ✓ | North Hays County Fire Station #74 | 2450 Belterra Drive, Austin |
| | ✓ | Patriots' Hall of Dripping Springs | 3400 East US 290 (231 Patriots' Hall Boulevard) |
| ✓ | ✓ | Precinct 4 Office, Hays County | 195 Roger Hanks Parkway |

JOINT ELECTION AGREEMENT BETWEEN HAYS COUNTY AND THE LPS OF SAN MARCOS

This Joint Election Agreement (“Agreement”) is entered into on July __, 2022, between the **LPS Name**, (the "LPS") **LPS Address** and Hays County (the "County"), 712 S. Stagecoach Trail, Suite 1012, San Marcos, Texas 78666, collectively referred to as the Parties.

This Agreement is authorized by Chapter 31 of the Texas Election Code, Chapter 791 of the Texas Government Code and Section 271.002 and 271.003 of the Texas Election Code. The Parties to the Agreement agree as follows:

Section 1. *Scope of Agreement.* The LPS enters into this Agreement for the conduct of the elections to be held from August 2022 through July 2023.

Section 2. *Appointment of Election Officer.* The LPS appoints the Hays County Elections Administrator to serve as the Election Officer (the “Officer”) in order to perform and supervise the duties and responsibilities of the Election Officer for any election from August 2020 through July 2021.

Section 3. *Early Voting Polling Locations.* To facilitate the administration of elections, and as a convenience to the voters, during the early voting period established by statute, the LPS agrees to designate the Hays County Election Administrator's Office, 712 South Stagecoach Trail, Suite 1012, San Marcos, Texas 78666 as the main early voting polling place for the LPS. Furthermore, the LPS agrees to designate temporary branch early polling places in accordance with Section 85.062, Election Code, V.T.C.A. as called out in the latest Election Orders.

Section 4. *Voting by Mail Ballot.* The LPS and County agree that early voting by mail ballot shall be conducted in accordance with the applicable provisions of the Texas Election Code and that 712 South Stagecoach Trail, Suite 1012 San Marcos, Texas 78666 is the early voting clerk's mailing address to which ballot applications and ballots voted by mail shall be sent for the LPS.

Section 5. *Election Day Polling Locations.* Election Day voting shall be held in approved vote centers where appropriate at the dates, times, and locations recommended by the Election Officer and authorized and ordered by the governing body of the LPS.

Section 6. *Election Day.* On Election Day, all forms used in the conduct of the election, including but not limited to the poll list, signature roster, ballot registers, expense accounts, and all oaths and certificates will be used jointly by the two agencies. All forms will be returned to the Hays County Election Administrator who shall keep them in her custody for the period prescribed by the Texas Election Code. The County agrees to furnish the LPS with copies of any election documents upon the LPS's request at no charge.

Section 7. Use of Common Ballot. It is agreed by the parties to this Agreement that a common ballot will be used for joint elections. The USB ("USB") containing the voted ballots for an election will be delivered by the Election Judges to the Hays County Election Administrator's office at 712 South Stagecoach Trail, Suite 1012, San Marcos, Texas and the USB'S will remain in the Hays County Election Administrator's custody, except that the County agrees to provide the LPS with the necessary documentation, if requested, for canvass of an election or in the event the voted ballots are required for a recount or any court proceedings in which the LPS may be a party. The County agrees to maintain custody of the USB'S containing the voted ballots for the period of time prescribed by the Texas Election Code. All USB'S that are not placed in active voting equipment will remain locked in the Officers' office. USBS will not be replaced without being logged out and checked out by the Officer at any time during an election. An audit shall be conducted to ensure that all USBS are present and accounted for. A spreadsheet shall be completed at the end of Early Voting and Election Day returns that will identify the number of signatures on the Combination Log and the Number of Cancelled booths, for a representation of voter totals. All replaced equipment will remain secured until after tabulation to ensure that all checks and balances have been satisfied.

Section 8. Reporting of Returns. The Officer shall prepare the unofficial and official tabulation of precinct results under Section 66.056(a) of the Texas Election Code. The unofficial tabulation of Early Voting precinct results and Election Day precinct results shall be made available to the LPS via email as soon as they are prepared and may be released under law, but no earlier than 7:00 p.m. on Election Day. The Officer or their designee will use their best efforts to post all reports for public review on the Hays County Elections website at www.co.hays.tx.us/elections as soon as reasonably possible.

Section 9. Cost Sharing. The LPS agrees to the cost sharing provisions below. This includes Hays County, the school districts of the county, the cities of the county, and the water districts and all other entities contracting for election services. The costs incurred with Early Voting locations and Early Voting Clerks will be shared only by entities utilizing the polling location for their individual election contest.

The formula is as follows:

Example:

| | | | |
|---------------------------------------|---------|--------------------|----------------------|
| Registered Voters in County - | 135,000 | $135,000/255,000=$ | 52.94% of total cost |
| Registered Voters in Joint Entity A - | 100,000 | $100,000/255,000=$ | 39.23% of total cost |
| Registered Voters in Joint Entity B - | 20,000 | $20,000/255,000=$ | 7.84% of total cost |
| Aggregate Registered Voters - | 255,000 | | |

\$1,000-dollar minimum cost for elections that don't exceed that total. Since programming and supplies would exceed the cost of elections with very small voter registration populations. Equipment Rental Fees allocated separately.

Section 10. *Amendments.* This Agreement may not be amended or modified except in writing and executed by both the LPS and the County. Neither party may assign this Agreement without the written consent of the other party. However, the Officer may assign deputies to perform any of the contracted services and may contract with third persons for election services and supplies.

Section 11. *Effective Date.* This Agreement contains the entire agreement between the parties and supersedes all prior understandings and agreements between the parties regarding such matters. The term of this Agreement will commence on August 1, 2020 and end on July 31, 2021.

Section 12. *Force Majeure.* Either of the parties to this Agreement shall be excused from any delays and/or failures in the performance of the terms and conditions of this Contract, to the extent that such delays and/or failures result from causes beyond the delaying/failing party's reasonable control, including but not limited to war (whether declared or not), armed conflict or the serious threat of the same (including but not limited to hostile attack, blockade, military embargo), hostilities, invasion, act of a foreign enemy, extensive military mobilization, civil war, riot, rebellion, revolution, military or usurped power, insurrection, civil commotion or disorder, mob violence, act of civil disobedience, act of terrorism, sabotage or piracy; plague, epidemic, pandemic, outbreaks of infectious disease or any other public health crisis, including quarantine, social distancing, isolation or other behavioral restrictions; act of authority whether lawful or unlawful, compliance with any law or governmental order, rule, regulation or direction, curfew restriction, expropriation, compulsory acquisition, seizure of works, requisition, nationalization; act of God or natural disaster such as but not limited to violent storm, cyclone, typhoon, hurricane, tornado, earthquake, landslide, flood, damage or destruction by lightning, drought; explosion, fire, destruction of machines, equipment and of any kind of installation, prolonged breakdown of transport, telecommunication or electric current; shortage or inability to obtain critical material or supplies to the extent not subject to the reasonable control of the subject party ("force majeure event") whether foreseeable or unforeseeable by the parties at the time of the execution of this Agreement. Any delaying/failing party shall, with all reasonable diligence, attempt to remedy the cause of delay and/or failure and shall recommence all remaining duties under this Agreement within a reasonable time of such remedy, or, when applicable, on the next available dates under the Texas Election Code.

Section 13. Should any provision in this Agreement be found or deemed to be invalid, this Agreement will be construed as not containing the provision and all other provisions which are otherwise lawful will remain in full force and effect, and to this end the provisions of this Agreement are declared to be severable. In case any one or more of the provisions contained in this Agreement are for any reason held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality, or unenforceability will not affect any other provision thereof, and this

Agreement will be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

Section 14. Any notice provided for under this Agreement will be forwarded to the following addresses:

Hays County Elections Administrator
Government Center
712 South Stagecoach Trail Suite 1012
San Marcos, Texas 78666

LPS
LPS Clerk’s Office
Street Address
City, Texas Zip

Section 15. Nothing contained in this Agreement will authorize or permit a change in the office with whom or the place at which any document or record relating to the Election(s) is to be filed, or place at which any function of the canvass of the election returns is to be performed, or the officer to serve as custodian of voted ballots or other election records.

Section 16. This Agreement shall take effect immediately upon execution by both parties hereof and shall inure to the benefit and be binding upon the administrators, successors and assigns of the Parties hereto.

WITNESS OUR HANDS this ___ day of August, 2022

Hays County Elections Administrator

LPS

Jennifer Doinoff
Elections Administrator

Signed
LPS Manager

Attest:

Attest:



IN THE MIDST OF THE TEXAS HILL COUNTRY

2023 Election & Budget Calendar

| DATE | ACTION TO BE TAKEN | | |
|-------------------------|---|---|--|
| | GENERAL PUBLIC INFORMATION | NOTE TO BUDGET OFC OR CITY MANAGER | NOTE TO CITY SECRETARY |
| Sunday, January 1, 2023 | FIRST DAY for application for Ballot By Mail OR Federal Postcard Application | | M Interval - 9.44(a); 9.45 ED Interval - 310th |
| Thursday, June 22, 2023 | Deadline to post notice of candidate filing deadline | | M Interval - 2.13(d) ED Interval - 138th |
| Saturday, July 22, 2023 | First Day to file for place on General Election Ballot | | M Interval - 2.13(a); 2.14(a) ED Interval - 108th |
| Tuesday, July 25, 2023 | TAX ROLLS DUE. Chief appraiser must deliver the certified appraisal roll or certified estimate of taxable value to assessor. TEX. TAX CODE § 26.01(a). | Note – Comptroller Rate Calculation Forms: The designated officer or employee shall use the tax rate calculation forms prescribed by the comptroller in calculating the no-new-revenue and voter-approval tax rates. TEX. TAX CODE § 26.04(d-1). These rates may not be submitted to the city council, and the city council may not adopt a tax rate, until the designated officer or employee on the tax rate calculation forms that the person has accurately calculated the tax rates and used values from the city's certified appraisal roll in performing the calculations. Id. § (d-2). As soon as practicable after the designated officer or employee calculates the no-new-revenue tax rate and the voter-approval tax rate for the city, the designated officer or employee shall submit the tax rate calculation forms used in calculating the rates to the county assessor-collector for each county in which all or part of the city is located. Id. § 26.04(d-3). | |

| DATE | ACTION TO BE TAKEN | | |
|--------------------------|--|---|---|
| | GENERAL PUBLIC INFORMATION | NOTE TO BUDGET OFC OR CITY MANAGER | NOTE TO CITY SECRETARY |
| Monday, August 7, 2023 | <p>Submit Tax Rates to City Council. The designated officer or employee must submit the no-new-revenue and voter-approval tax rates to the city council by this date, or as soon thereafter as practicable. TEX. TAX CODE § 26.04(e). The designated officer or employee must post the calculated no-newrevenue tax rate and voter-approval tax rates, along with certain debt information, on the home page of the city’s website in the form prescribed by the comptroller. Id.</p> | <p>Note – Comptroller Rate Calculation Forms: The designated officer or employee shall use the tax rate calculation forms prescribed by the comptroller in calculating the no-new-revenue and voter-approval tax rates. TEX. TAX CODE §26.04(d-1). These rates may not be submitted to the city council, and the city council may not adopt a tax rate, until the designated officer or employee certifies on the tax rate calculation forms that the person has accurately calculated the tax rates and used values from the city’s certified appraisal roll in performing the calculations. Id. § (d-2). As soon as practicable after the designated officer or employee calculates the no-new-revenue tax rate and the voter-approval tax rate for the city, the designated officer or employee shall submit the tax rate calculation forms used in calculating the rates to the county assessor-collector for each county in which all or part of the city is located. Id. § 26.04(d-3).</p> <p>Note – De Minimis Rate Calculation: A city with a population of less than 30,000 has an additional option with regard to a tax rate: the “de minimis” rate. Put simply, this is a rate that will impose an amount of taxes equal to \$500,000 more than the previous year, while taking the debt rate into account. TEX. TAX CODE § 26.012(8-a). While there is no requirement that the designated officer or employee calculate the de minimis rate, the city will need to know this rate to take advantage of it. Cities are encouraged to communicate with their designated officer or employee in advance of this date to confirm the calculation of the de minimis rate.</p> | |
| Monday, August 21, 2023 | Last Day to file for place on General Election Ballot; 5P | | M Interval - 2.13(b); 2.14; 6.21(c) ED Interval - 78th |
| Tuesday, August 29, 2023 | <p>Deadline to File Proposed Budget. This is the last day for the city’s budget officer to file a proposed budget with the municipal clerk if the city plans to wait until September 29 to adopt the tax rate. TEX. LOC. GOV’T CODE § 102.005 (before the 30th day before the date the tax rate is adopted – thus, if a city plans to adopt its tax rate before September 29, the proposed budget must be filed sooner).</p> | <p>Note - Budget Cover Page: The proposed budget must contain a special cover page if the budget will raise more revenue from property taxes than the previous year. TEX. LOC. GOV’T CODE § 102.005(b). Additionally, the proposed budget must include a line item comparing expenditures in the proposed budget and actual expenditures in the preceding year for: (1) notices required to be published in the newspaper; and (2) directly or indirectly influencing or attempting to influence the outcome of legislation administrative action. TEX. LOC.GOV’T CODE § 140.0045.</p> | <p>Note - The city secretary must post the proposed budget on the city’s website if the city maintains one. TEX. TAX CODE §26.18(5).</p> |

| DATE | ACTION TO BE TAKEN | | |
|----------------------------|---|--|--|
| | GENERAL PUBLIC INFORMATION | NOTE TO BUDGET OFC OR CITY MANAGER | NOTE TO CITY SECRETARY |
| Monday, September 18, 2023 | <p>Deadline to Publish Notice of Public Hearing in the Newspaper. This is last day to publish notice of budget hearing. TEX. LOC. GOV'T CODE § 102.0065 (not later than 10th day before the budget hearing). Note that the notice may not be published earlier than the 30th day before the hearing making August 29 the earliest date possible for publication for a September 28 budget hearing.</p> | <p>Note – Required Notice Language: The budget hearing notice must contain specific information about property tax increases. TEX. LOC. GOV'T CODE §102.0065(d).</p> | |
| Friday, September 22, 2023 | <p>Proposed Tax Rate Approval. City council should hold a record vote approving a proposed tax rate. Although there is not a statutorily defined procedure for the city council to follow in determining the proposed tax rate, this date effectively serves as the deadline, as the required notices of the tax rate hearing include the proposed tax rate (see note below)</p> | | |
| Friday, September 22, 2023 | <p>Internet and Television Notice of Tax Hearing. If the proposed tax rate will exceed the new-revenue rate, continuous notice of the tax rate public hearing begins on the internet and television,. TEX. TAX CODE § 26.065. The notice must be posted continuously for at least seven days immediately before the public hearing on the proposed tax rate increase and at least seven days immediately before the date of the vote proposing the increase in the tax rate. Id.</p> | <p>Note – Specific Content Requirements: For content of the Internet and television notice, see Sections 26.06(b-1), (b-2), and (b-3) of the Tax Code. Note – Record Vote Required: The required notice of the tax rate hearing requires the names of all members of the governing body, showing how each voted on the proposed tax rate and indicating the absences, if any, during the vote on the proposed tax rate. TEX. TAX CODE §§ 26.06(c) and 26.061. Note – Special Notice Provisions: The tax rate notice requirements for a city change when the de minimis rate exceeds the voter approval rate. Id.§ 26.063. Note that, in the unlikely event that a city with a population of less than 30,000 has a de minimis rate that does not exceed its voter-approval rate, these alternate notice provisions are not available to the city. Note – Low Tax Levy Cities: A city that has a “low tax levy” under Section 26.052 of the Tax Code (i.e. a city that levies under \$500,000 in total property taxes and has a tax rate under \$.50 per \$100 of valuation) may choose to provide notice of its tax rate under that section instead of Sections 26.04(e) and 26.06. A “low tax levy” city that chooses to provide notice under Section 26.052 is not required to hold a public hearing on the tax rate; however, the city is required to provide mailed or published notice of the tax rate no later than seven days before the date the city adopts the tax rate. Id. § 26.052(c).</p> | <p>Under "Note - Low Tax Levy Cities" If the city chooses to publish notice of the tax rate in the newspaper, the city must also provide public notice of its proposed tax rate by posting notice of the proposed tax rate, along with the information in Section 26.052(e) of the Tax Code, prominently on the home of the city's website.</p> |

| DATE | ACTION TO BE TAKEN | | |
|------------------------------|--|---|------------------------|
| | GENERAL PUBLIC INFORMATION | NOTE TO BUDGET OFC OR CITY MANAGER | NOTE TO CITY SECRETARY |
| Sunday, September 24, 2023 | <p>Notice of Tax Rate Hearing or Meeting to Adopt Tax Rate. Last day to publish <u>notice of the tax rate hearing</u>, if the proposed tax rate will exceed the no-new revenue rate (the public hearing may not be held before the fifth day after the date the notice of the public hearing is given). TEX. TAX CODE § 26.06(a). Last day to publish <u>notice of the meeting to adopt the tax rate</u>, if the proposed tax rate will not exceed the no-new-revenue rate. Id.</p> | <p>Note – Notice Requirements: The notice may be delivered by mail to each property owner or may be published in a newspaper. TEX. TAX CODE § 26.06(c). If the notice is published in the newspaper, the city must also post the notice prominently on the home page of the city’s website from the date the notice is first published until the public hearing is concluded. Id. The notice must be in the form prescribed by Sections 26.06 or 26.061 of the Tax Code, and must include the table described in Section 26.062 of the Tax Code. For the content of published notice, see sections 26.06(b-1), (b-2), and (b-3) of the Tax Code.</p> | |
| Thursday, September 28, 2023 | <p>BUDGET HEARING. This is the last day for the city to conduct a hearing on the budget. TEX. LOC. GOV’T CODE § 102.006(b) (hearing shall be before the date of the tax levy). Note that the hearing must be held after the 15th day after the proposed budget is filed with the clerk.</p> | <p>Note – Action Required: The city must take some sort of action on the budget at the conclusion of the hearing. TEX. LOC. GOV’T CODE § 102.007. This action could be the adoption of the budget, or a vote to postpone the final budget vote. It is generally accepted that the city need not adopt the budget at the end of the hearing.</p> | |
| Friday, September 29, 2023 | <p>BUDGET ADOPTION. The city should adopt the budget no later than this date. TEX. LOC. GOV’T CODE §102.009 (because the city may only levy taxes in accordance with budget, and because the levy cannot take place later than September 29 (see note below), this is the effective deadline for budget adoption in cities with a property tax). A vote to adopt the budget must be a record vote. Id. §102.007(a).</p> | <p>Note – Separate Ratification Vote Requirement: City council must take a separate ratification vote to adopt any budget that will raise total property tax revenue. TEX. LOC.GOV’T CODE § 102.007(c). Note – Specific Content: The adopted budget must contain a special cover page that includes: (a) a specific statement on whether the budget raises more, less, or the same amount of property tax revenue compared to the previous year’s budget; (b) the record vote of each member of the city council by name voting on the adoption of the budget; (c) the city property tax rates for the preceding and current fiscal years, including the adopted rate, no-new-revenue tax rate, no-new-revenue maintenance and operations tax rate, voter-approval tax rate, and debt rate; and (d) the total amount of city debt obligations secured by property taxes. TEX. LOC. GOV’T CODE § 102.007(d). The adopted budget, including the cover page, must be posted on the city’s website if the city has one. Id. § 102.008(a)(2). City council shall include as an appendix to the city’s budget for a fiscal year the tax rate calculation forms used by the designated officer or employee to calculate the city’s no-new-revenue tax rate and the voter-approval tax rate for the tax year in which the fiscal year begins. TEX. TAX CODE § 26.04(e-5).</p> | |

| DATE | ACTION TO BE TAKEN | | |
|----------------------------|---|--|------------------------|
| | GENERAL PUBLIC INFORMATION | NOTE TO BUDGET OFC OR CITY MANAGER | NOTE TO CITY SECRETARY |
| Friday, September 29, 2023 | <p>Tax Rate Adoption: Meeting or Public Hearing. This is the last day the city may adopt a tax rate. If a public hearing is required, the hearing must be held on a weekday that is not a public holiday. TEX. TAX CODE §26.06(a).</p> | <p>Note – When a Hearing is Required: A public hearing is required only if the proposed tax rate exceeds the lower of the no-new-revenue rate or the voter approval rate, i.e., if the proposed tax rate would raise more revenue from property taxes than the prior year.</p> <p>Note – Earliest Possible Dates for Hearing: City council may not hold its public hearing or public meeting to adopt a tax rate until the fifth day after the date chief appraiser of each appraisal district in which the city participates has delivered its tax estimate notice under Section 26.04(e-2) of the Tax Code and made various types of tax rate information and the tax rate calculation forms available to the public via the property tax database under Section 26.17(f) of the Tax Code. TEX. TAX CODE. § 26.05(d-1).</p> <p>Note – Rate Adoption at Hearing: City council may vote on the proposed tax rate at the public hearing. If the city council does not vote on the proposed tax rate at the public hearing, the city council shall announce, at the public hearing, the date, time, and place of the meeting at which council will vote on the proposed tax rate, and that meeting may not be held later than the seventh day after the date of the public hearing. TEX. TAX CODE § 26.06(e). This provision does not authorize a city to adopt a tax rate later than September 29.</p> <p>Note – Sixtieth Day Alternative: A city may adopt a tax rate by this deadline or by the 60th day after receipt of appraisal roll, whichever is later. TEX. TAX CODE § 26.05(a). Please note that if the city uses the 60-day rule, almost every date in this memo would need to be recalculated.</p> <p>Note – Separate Votes for M&O and Debt Components: City council must separately approve the maintenance and operations component and the debt service component of the tax rate. TEX. TAX CODE § 26.05(a).</p> | |

| DATE | ACTION TO BE TAKEN | | |
|----------------------------------|--|--|---|
| | GENERAL PUBLIC INFORMATION | NOTE TO BUDGET OFC OR CITY MANAGER | NOTE TO CITY SECRETARY |
| Friday, September 29, 2023 | Tax Rate Adoption: Meeting or Public Hearing. (Continued) | <p><i>(Continued from Above)</i></p> <p>Note – Rate Adoption Motion: The motion to adopt a tax rate that exceeds the no-new-revenue rate must be made precisely as follows: “I move that the property tax rate be increased by the adoption of a tax rate of (specify tax rate), which is effectively a (insert percentage by which the proposed tax rate exceeds the no new-revenue tax rate) percent increase in the tax rate.” If the tax rate will exceed the no-new-revenue tax rate, the vote on the ordinance setting the tax rate must be a record vote and must be approved by at least 60 percent of the members of the city council. TEX. TAX CODE § 26.05(b). Section 26.05 of the Tax Code contains several other precise requirements regarding notice in the tax rate ordinance itself that must be complied with if the city adopts a rate exceeding the no-new-revenue tax rate.</p> <p>Note – Failure to Adopt Tax Rate: The tax rate of a city that fails to adopt a tax rate before the statutory deadlines is limited to the lower of the voter-approval tax rate or the no-new-revenue tax rate. TEX. TAX CODE § 26.05(c).</p> | |
| Tuesday, October 10, 2023 | Last Day to register to vote | | |
| Monday, October 23, 2023 | First Day of Early Voting by Personal Appearance | | M Interval - 9.14 ED Interval - 17th (15th) |
| Friday, October 27, 2023 | Last Day to apply for ballot by mail (received) | | M Interval - 9.44(b)(1); 9.68(a); 9.45(b-c) ED Interval - 11th |
| Friday, November 3, 2023 | Last Day of Early Voting by Personal Appearance | | M Interval - 9.11(b) ED Interval - 4th |
| Tuesday, November 7, 2023 | Last Day to receive ballot by mail | | |



PLATINUM ROADS PANEL Report to City Council Recommendation

Meeting Date: August 9, 2023
Item for Recommendation: Selection of Contractor for the 2023 Woodcreek Roads Project

SUMMARY:

The Platinum Roads Panel submits this report to the Woodcreek City Council with a recommendation on selection of contractor for the 2023 Woodcreek Roads Project. On November 8, 2022, an election was held, and an ordinance was adopted by City Council to issue \$3,945,000 General Obligation Bonds for (i) construction, acquiring, improving, renovating, expanding, developing and equipping streets improvements in the City, and (ii) paying cost of issuance of the Bonds. The City issued an RFP in June of 2023 to solicit bids for street improvements for 32 streets within the City. On July 25, 2023, sealed bids were opened in a public forum with the contractor and base bid announced. Chairperson Cody Abney, City Council Member Linnea Baily, City Manager Kevin Rule, and K Friese served as the scoring committee in the selection process. On August 1, 2023, the Platinum Roads Panel met and discussed the analysis of the scoring results. The Platinum Roads Panel assessed the information provided to them which included (1) Road Bid Analysis Matrix (Exhibit 1), (2) Matrix Bid Comparison (Exhibit 2), (3) analysis from Chairperson Cody Abney, City Council Member Linnea Baily, City Manager Kevin Rule. Based on several factors, the Platinum Roads Panel voted unanimously to send the following recommendation to the Woodcreek City Council.


RECOMMENDATION:

APPROVAL OF ALPHA PAVING AS CONTRACTOR FOR THE 2023 WOODCREEK ROADS PROJECT

The Platinum Roads Panel recommends that the City Council appoint City Manager, Kevin Rule to begin negotiations and execute a contract with Alpha Paving to be the sole contractor for the 2023 Woodcreek Roads Project not to exceed \$2,645.250.

Submitted by: 
 John Cody Abney, Platinum Roads Panel Chairperson

Date of Submission: 8/03/2023

Received By: 

Title of Receiver: CITY Manager

Date of Receipt: 8/3/2023

Exhibit 1

Item 9.

| | Hyden UNIT COST | Newberry UNIT COST | Lone Star UNIT COST | Blacksmith UNIT COST | Alpha UNIT COST | Bennett UNIT COST | Average | Median |
|---|------------------------|------------------------|------------------------|-------------------------|------------------------|------------------------|------------------------|------------------------|
| PREPARING ROW | \$ 15.83 | \$ 200.00 | \$ 255.00 | \$ 10.00 | \$ 150.00 | \$ 225.00 | \$ 168.00 | \$ 184.00 |
| BROADCAST SEED | \$ 0.27 | \$ 0.25 | \$ 0.27 | \$ 0.30 | \$ 1.00 | \$ 0.42 | \$ 0.45 | \$ 0.36 |
| D-GR HMA (SQ) ty-d pg64-22 | \$ 123.28 | \$ 115.00 | \$ 133.00 | \$ 150.00 | \$ 130.50 | \$ 135.00 | \$ 132.70 | \$ 132.85 |
| FLEXIBLE PAVEMENT STRUCTURE REPAIR (8") | \$ 22.22 | \$ 70.00 | \$ 69.00 | \$ 50.00 | \$ 85.86 | \$ 78.40 | \$ 70.65 | \$ 70.33 |
| PLAN & TEXT ASPH CONC PAV 0" TO 2" | \$ 3.37 | \$ 1.20 | \$ 2.00 | \$ 3.00 | \$ 3.77 | \$ 4.00 | \$ 2.79 | \$ 2.90 |
| BIODEG EROSN CONT LOGS 12" | \$ 3.42 | \$ 8.00 | \$ 6.15 | \$ 8.00 | \$ 7.00 | \$ 9.50 | \$ 7.73 | \$ 7.87 |
| ALUMINUM SIGNS | \$ 38.50 | \$ 55.00 | \$ 42.00 | \$ 37.50 | \$ 16.00 | \$ 50.00 | \$ 40.10 | \$ 41.05 |
| IN SM RD SN SUM&AMTY | \$ 750.94 | \$ 600.00 | \$ 785.00 | \$ 1,000.00 | \$ 400.00 | \$ 500.00 | \$ 657.00 | \$ 628.50 |
| REFL PAV MRK TY 1 (W)24"(SLD)(100MIL) | \$ 14.70 | \$ 25.00 | \$ 11.00 | \$ 9.00 | \$ 12.00 | \$ 10.00 | \$ 13.40 | \$ 11.50 |
| REFL PAV MRK TY 1 (W)18"(SLD)(100MIL) | \$ 88.00 | \$ 20.00 | \$ 10.50 | \$ 50.00 | \$ 9.00 | \$ 10.00 | \$ 19.90 | \$ 15.20 |
| REFL PAV MRK TY 1 (W)6"(SLD)(100MIL) | \$ 2.40 | \$ 5.00 | \$ 2.05 | \$ 2.50 | \$ 3.00 | \$ 1.60 | \$ 2.83 | \$ 2.67 |
| REFL PAV MRK TY 1 (W)12"(SLD)(100MIL) | \$ 9.77 | \$ 15.00 | \$ 31.00 | \$ 27.00 | \$ 6.00 | \$ 5.00 | \$ 16.80 | \$ 15.90 |
| 6726009REFL PAV MRKR TY 11 A A | \$ 7.06 | \$ 10.00 | \$ 8.00 | \$ 6.00 | \$ 7.00 | \$ 15.00 | \$ 9.20 | \$ 8.60 |
| MOBILIZATION | \$ 87,597.00 | \$ 125,000.00 | \$ 30,000.00 | \$ 100,000.00 | \$ 125,000.00 | \$ 18,750.00 | \$ 79,750.00 | \$ 89,875.00 |
| BARRICADES, SIGNS AND TRAFFIC HANLING | \$ 49,000.00 | \$ 25,000.00 | \$ 52,000.00 | \$ 70,000.00 | \$ 28,500.00 | \$ 100,000.00 | \$ 55,100.00 | \$ 53,550.00 |
| Environmental & Swppp | \$ 6,159.00 | \$ 2,500.00 | \$ 20,250.00 | \$ 10,000.00 | \$ 3,500.00 | \$ 2,000.00 | \$ 7,650.00 | \$ 5,575.00 |
| Total Bid | \$ 2,148,715.70 | \$ 2,152,968.10 | \$ 2,405,824.22 | \$ 2,607,190.30 | \$ 2,645,257.07 | \$ 2,682,653.22 | \$ 2,498,778.58 | \$ 2,552,984.44 |

| | Hyden | Newberry | Lone Star | Blacksmith | Alpha | Bennett | Average | Median |
|---|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|
| PREPARING ROW | \$ 7,044.35 | \$ 89,000.00 | \$ 113,475.00 | \$ 4,450.00 | \$ 66,750.00 | \$ 100,125.00 | \$ 63,474.06 | \$ 77,875.00 |
| BROADCAST SEED | \$ 7,513.02 | \$ 6,956.50 | \$ 7,513.02 | \$ 8,347.80 | \$ 27,826.00 | \$ 11,686.92 | \$ 11,640.54 | \$ 9,994.17 |
| D-GR HMA (SQ) ty-d pg64-22 | \$ 1,457,539.44 | \$ 1,359,645.00 | \$ 1,572,459.00 | \$ 1,773,450.00 | \$ 1,542,901.50 | \$ 1,596,105.00 | \$ 1,550,349.99 | \$ 1,561,404.50 |
| FLEXIBLE PAVEMENT STRUCTURE REPAIR (8") | \$ 104,122.92 | \$ 328,020.00 | \$ 323,334.00 | \$ 234,300.00 | \$ 402,339.96 | \$ 367,382.40 | \$ 293,249.88 | \$ 325,677.00 |
| PLAN & TEXT ASPH CONC PAV 0" TO 2" | \$ 352,141.41 | \$ 125,391.60 | \$ 208,986.00 | \$ 313,479.00 | \$ 393,938.61 | \$ 417,972.00 | \$ 301,984.77 | \$ 307,731.89 |
| BIODEG EROSN CONT LOGS 12" | \$ 4,634.10 | \$ 10,840.00 | \$ 8,333.25 | \$ 10,840.00 | \$ 9,485.00 | \$ 12,872.50 | \$ 9,500.81 | \$ 10,170.40 |
| ALUMINUM SIGNS | \$ 10,164.00 | \$ 14,520.00 | \$ 11,088.00 | \$ 9,900.00 | \$ 4,224.00 | \$ 13,200.00 | \$ 10,516.00 | \$ 10,802.00 |
| IN SM RD SN SUM&AMTY | \$ 39,799.82 | \$ 31,800.00 | \$ 41,605.00 | \$ 53,000.00 | \$ 21,200.00 | \$ 26,500.00 | \$ 35,650.80 | \$ 33,725.40 |
| REFL PAV MRK TY 1 (W)24"(SLD)(100MIL) | \$ 5,115.60 | \$ 8,700.00 | \$ 3,828.00 | \$ 3,132.00 | \$ 4,176.00 | \$ 3,480.00 | \$ 4,738.60 | \$ 4,002.00 |
| REFL PAV MRK TY 1 (W)18"(SLD)(100MIL) | \$ 5,280.00 | \$ 1,200.00 | \$ 630.00 | \$ 3,000.00 | \$ 540.00 | \$ 600.00 | \$ 1,875.00 | \$ 915.00 |
| REFL PAV MRK TY 1 (W)6"(SLD)(100MIL) | \$ 9,741.60 | \$ 20,295.00 | \$ 8,320.95 | \$ 10,147.50 | \$ 12,177.00 | \$ 6,494.40 | \$ 11,196.08 | \$ 10,671.79 |
| REFL PAV MRK TY 1 (W)12"(SLD)(100MIL) | \$ 371.26 | \$ 570.00 | \$ 1,178.00 | \$ 1,026.00 | \$ 228.00 | \$ 190.00 | \$ 593.88 | \$ 581.94 |
| 6726009REFL PAV MRKR TY 11 A A | \$ 2,492.18 | \$ 3,530.00 | \$ 2,824.00 | \$ 2,118.00 | \$ 2,471.00 | \$ 5,295.00 | \$ 3,121.70 | \$ 2,972.85 |
| MOBILIZATION | \$ 87,597.00 | \$ 125,000.00 | \$ 30,000.00 | \$ 100,000.00 | \$ 125,000.00 | \$ 18,750.00 | \$ 81,057.83 | \$ 90,528.92 |
| BARRICADES, SIGNS AND TRAFFIC HANLING | \$ 49,000.00 | \$ 25,000.00 | \$ 52,000.00 | \$ 70,000.00 | \$ 28,500.00 | \$ 100,000.00 | \$ 54,083.33 | \$ 53,041.67 |
| Environmental & Swppp | \$ 6,159.00 | \$ 2,500.00 | \$ 20,250.00 | \$ 10,000.00 | \$ 3,500.00 | \$ 2,000.00 | \$ 7,401.50 | \$ 5,450.75 |
| Total Bid | \$ 2,148,715.70 | \$ 2,152,968.10 | \$ 2,405,824.22 | \$ 2,607,190.30 | \$ 2,645,257.07 | \$ 2,682,653.22 | \$ 2,498,778.58 | \$ 2,552,984.44 |

| | Hyden | Newberry | Lone Star | Blacksmith | Alpha | Bennett | Average | K FRIESE Estimate | |
|---|-------|----------|-----------|------------|-------|---------|-----------------|----------------------|------|
| PREPARING ROW | -801% | 29% | 44% | -1326% | 5% | 37% | \$ 63,474.06 | \$ 360,000.00 | 467% |
| BROADCAST SEED | -55% | -67% | -55% | -39% | 58% | 0% | \$ 11,640.54 | \$ 4,173.00 | -64% |
| D-GR HMA (SQ) ty-d pg64-22 | -6% | -14% | 1% | 13% | 0% | 3% | \$ 1,550,349.99 | \$ 1,418,760.00 | -8% |
| FLEXIBLE PAVEMENT STRUCTURE REPAIR (8") | -182% | 11% | 9% | -25% | 27% | 20% | \$ 293,249.88 | \$ 327,950.00 | 12% |
| PLAN & TEXT ASPH CONC PAV 0" TO 2" | 14% | -141% | -45% | 4% | 23% | 28% | \$ 301,984.77 | \$ 365,722.00 | 21% |
| BIODEG EROSN CONT LOGS 12" | -105% | 12% | -14% | 12% | 0% | 26% | \$ 9,500.81 | \$ 6,097.00 | -36% |
| ALUMINUM SIGNS | -3% | 28% | 5% | -6% | -149% | 20% | \$ 10,516.00 | \$ 10,560.00 | 0% |
| IN SM RD SN SUM&AMTY | 10% | -12% | 14% | 33% | -68% | -35% | \$ 35,650.80 | \$ 62,010.00 | 74% |
| REFL PAV MRK TY 1 (W)24"(SLD)(100MIL) | 7% | 46% | -24% | -51% | -13% | -36% | \$ 4,738.60 | \$ 4,872.00 | 3% |
| REFL PAV MRK TY 1 (W)18"(SLD)(100MIL) | 64% | -56% | -198% | 38% | -247% | -213% | \$ 1,875.00 | \$ 600.00 | -68% |
| REFL PAV MRK TY 1 (W)6"(SLD)(100MIL) | -15% | 45% | -35% | -10% | 8% | -72% | \$ 11,196.08 | \$ 48,708.00 | 335% |
| REFL PAV MRK TY 1 (W)12"(SLD)(100MIL) | -60% | -4% | 50% | 42% | -160% | -213% | \$ 593.88 | \$ 456.00 | -23% |
| 6726009REFL PAV MRKR TY 11 A A | -25% | 12% | -11% | -47% | -26% | 41% | \$ 3,121.70 | \$ 4,236.00 | 36% |
| MOBILIZATION | 7% | 35% | -170% | 19% | 35% | -332% | \$ 81,057.83 | \$ 261,014.00 | 222% |
| BARRICADES, SIGNS AND TRAFFIC HANLING | -10% | -116% | -4% | 23% | -90% | 46% | \$ 54,083.33 | \$ 82,500.00 | 53% |
| Environmental & Swppp | -20% | -196% | 63% | 26% | -111% | -270% | \$ 7,401.50 | \$ 39,152.00 | 429% |
| | | | | | | | \$ 2,440,434.77 | \$ 2,992,810.00 | 23% |



Contractor Bid Analysis

| EVALUATION PARAMETERS | |
|------------------------|--------|
| PARAMETER | WEIGHT |
| Lowest Bid | 5 |
| Bid Comparison | 2 |
| Appropriate Experience | 4 |
| Past Performances | 3 |
| Company References | 1 |

| PARAMETER | Alpha Paving | | Lone Star Paving | | Black Smith | | Hayden | | CK Newberry | | Bennett Paving | |
|------------------------|--------------|-----------|------------------|-----------|-------------|-----------|-----------|-----------|-------------|-----------|----------------|-----------|
| | RAW SCORE | WT. SCORE | RAW SCORE | WT. SCORE | RAW SCORE | WT. SCORE | RAW SCORE | WT. SCORE | RAW SCORE | WT. SCORE | RAW SCORE | WT. SCORE |
| Lowest Bid | 2 | 10 | 4 | 20 | 3 | 15 | 5 | 25 | 6 | 30 | 1 | 5 |
| Bid Comparison | 2 | 4 | 4 | 8 | 6 | 12 | 1 | 2 | 3 | 6 | 5 | 10 |
| Appropriate Experience | 5 | 20 | 4 | 16 | 1 | 4 | 3 | 12 | 2 | 8 | 6 | 24 |
| Past Performances | 4 | 12 | 3 | 9 | 1 | 3 | 6 | 18 | 2 | 6 | 5 | 15 |
| Company References | | 0 | | 0 | | 0 | | 0 | | 0 | | 0 |
| Total: | | 46 | | 53 | | 34 | | 57 | | 50 | | 54 |

| TERMS | DESCRIPTION |
|-------------------------|--|
| Lowest Bid: | Lowest Total Base Bid |
| Bid Comparison: | Total Base Bid closest to average of all Total Base Bids |
| Appropriate Experience: | Similar Projects |
| Past Performance: | Years of Experience |
| Company Reference: | Professional References speaking on behalf of company |

Useful Links

- Alpha Paving
[Asphalt Paving & Concrete Contractor in Round Rock, TX | Alpha Paving \(alphapavingtexas.com\)](#)
- Lone Star Paving
[Asphalt Paving Company in Austin TX | Lone Star Paving \(lonestarpavingtx.com\)](#)
- Hayden Paving
[Asphalt Paving, Concrete Paving Contractors in San Antonio & Houston - Hayden Paving](#)
- CK New Berry Paving
[Home | CK Newberry](#)
- Bennett Paving
[ABOUT US - Bennett Paving \(bennettpavingtx.com\)](#)

Note: The matrix was created utilizing the parameters described to provide a mostly objective systematic method for evaluating the Contractor Bids.

The Bidders were scored on a scale of 1 -6 based on how they satisfied the parameters relative to the other Bidders. The better the Bidder satisfied the parameter, the higher the raw score. Each parameter weighted score is determined by multiplying the raw score by the parameter weight. The parameter weights are scored on a scale of 1 -5 based on importance provided by client priorities and industry best practices.

A higher total score indicates a preferable Contractor Bid. **Hayden** was determined to have the highest score for this Contractor Bid Analysis. However, with Bennett Paving a close second, a scoring for Company Reference can put Bennett Paving ahead of Hayden's total score.

City of Woodcreek

CODY ABNEY

Contractor Bid Analysis

| EVALUATION PARAMETERS | |
|------------------------|--------|
| PARAMETER | WEIGHT |
| Lowest Bid | 5 |
| Bid Comparison | 2 |
| Appropriate Experience | 4 |
| Past Performances | 3 |
| Company References | 1 |

| PARAMETER | Alpha Paving | | Lone Star Paving | | Black Smith | | Hayden | | CK Newberry | | Bennett Paving | |
|------------------------|--------------|-----------|------------------|-----------|---------------|-----------|---------------|-----------|---------------|-----------|----------------|-----------|
| | RAW SCORE | WT. SCORE | RAW SCORE | WT. SCORE | RAW SCORE | WT. SCORE | RAW SCORE | WT. SCORE | RAW SCORE | WT. SCORE | RAW SCORE | WT. SCORE |
| Lowest Bid | 4 | 20 | 3 | 15 | 3 | 15 | 6 | 30 | 5 | 25 | 2 | 10 |
| Bid Comparison | 6 | 12 | 6 | 12 | 6 | 12 | 1 | 2 | 3 | 6 | 5 | 10 |
| Appropriate Experience | 6 | 24 | 6 | 24 | 1 | 4 | 3 | 12 | 2 | 8 | 6 | 24 |
| Past Performances | 6 | 18 | 5 | 15 | 1 | 3 | 1 | 3 | 1 | 3 | 1 | 3 |
| Company References | | 0 | | 0 | | 0 | | 0 | | 0 | | 0 |
| Total: | | 74 | Total: | 66 | Total: | 34 | Total: | 47 | Total: | 42 | Total: | 47 |

| TERMS | DESCRIPTION |
|-------------------------|--|
| Lowest Bid: | Lowest Total Base Bid |
| Bid Comparison: | Total Base Bid closest to average of all Total Base Bids |
| Appropriate Experience: | Similar Projects |
| Past Performance: | Years of Experience |
| Company Reference: | Professional References speaking on behalf of company |

Useful Links

- Alpha Paving
[Asphalt Paving & Concrete Contractor in Round Rock, TX | Alpha Paving \(alphapavingtexas.com\)](#)
- Lone Star Paving
[Asphalt Paving Company in Austin TX | Lone Star Paving \(lonestarpavingtx.com\)](#)
- Hayden Paving
[Asphalt Paving, Concrete Paving Contractors in San Antonio & Houston - Hayden Paving](#)
- CK New Berry Paving
[Home | CK Newberry](#)
- Bennett Paving
[ABOUT US - Bennett Paving \(bennettpavingtx.com\)](#)

Note: The matrix was created utilizing the parameters described to provide a mostly objective systematic method for evaluating the Contractor Bids.

The Bidders were scored on a scale of 1 -6 based on how they satisfied the parameters relative to the other Bidders. The better the Bidder satisfied the parameter, the higher the raw score. Each parameter weighted score is determined by multiplying the raw score by the parameter weight. The parameter weights are scored on a scale of 1 -5 based on importance provided by client priorities and industry best practices.

LINNEA BAILEY

City of Woodcreek
Contractor Bid Analysis

| EVALUATION PARAMETERS | |
|------------------------|--------|
| PARAMETER | WEIGHT |
| Lowest Bid | 5 |
| Bid Comparison | 2 |
| Appropriate Experience | 4 |
| Past Performances | 3 |
| Company References | 1 |

| PARAMETER | Alpha Paving | | Lone Star Paving | | Black Smith | | Hayden | | CK Newberry | | Bennett Paving | |
|------------------------|--------------|-----------|------------------|-----------|-------------|-----------|-----------|-----------|-------------|-----------|----------------|-----------|
| | RAW SCORE | WT. SCORE | RAW SCORE | WT. SCORE | RAW SCORE | WT. SCORE | RAW SCORE | WT. SCORE | RAW SCORE | WT. SCORE | RAW SCORE | WT. SCORE |
| Lowest Bid | 2 | 10 | 4 | 20 | 3 | 15 | 6 | 30 | 5 | 25 | 1 | 5 |
| Bid Comparison | 2 | 4 | 4 | 8 | 6 | 12 | 1 | 2 | 3 | 6 | 5 | 10 |
| Appropriate Experience | 5 | 20 | 4 | 16 | 1 | 4 | 3 | 12 | 2 | 8 | 6 | 24 |
| Past Performances | 6 | 18 | 4 | 12 | 1 | 3 | 3 | 9 | 2 | 6 | 5 | 15 |
| Company References | | 0 | | 0 | | 0 | | 0 | | 0 | | 0 |
| Total: | | 52 | | 56 | | 34 | | 53 | | 45 | | 54 |

| TERMS | DESCRIPTION |
|-------------------------|--|
| Lowest Bid: | Lowest Total Base Bid |
| Bid Comparison: | Total Base Bid closest to average of all Total Base Bids |
| Appropriate Experience: | Similar Projects |
| Past Performance: | Years of Experience |
| Company Reference: | Professional References speaking on behalf of company |

Useful Links

- Alpha Paving
[Asphalt Paving & Concrete Contractor in Round Rock, TX | Alpha Paving \(alphapavingtexas.com\)](http://alphapavingtexas.com)
- Lone Star Paving
[Asphalt Paving Company in Austin TX | Lone Star Paving \(lonestarpavingtx.com\)](http://lonestarpavingtx.com)
- Hayden Paving
[Asphalt Paving, Concrete Paving Contractors in San Antonio & Houston - Hayden Paving](http://haydenpaving.com)
- CK New Berry Paving
[Home | CK Newberry](http://cknewberry.com)
- Bennett Paving
[ABOUT US - Bennett Paving \(bennettpavingtx.com\)](http://bennettpavingtx.com)

Note: The matrix was created utilizing the parameters described to provide a mostly objective systematic method for evaluating the Contractor Bids.

The Bidders were scored on a scale of 1 -6 based on how they satisfied the parameters relative to the other Bidders. The better the Bidder satisfied the parameter, the higher the raw score. Each parameter weighted score is determined by multiplying the raw score by the parameter weight. The parameter weights are scored on a scale of 1 -5 based on importance provided by client priorities and industry best practices.

Kevin Rule

City of Woodcreek
Contractor Bid Analysis

| EVALUATION PARAMETERS | |
|------------------------|--------|
| PARAMETER | WEIGHT |
| Lowest Bid | 5 |
| Bid Comparison | 2 |
| Appropriate Experience | 4 |
| Past Performances | 3 |
| Company References | 1 |

| PARAMETER | Alpha Paving | | Lone Star Paving | | Black Smith | | Hayden | | CK Newberry | | Bennett Paving | |
|------------------------|--------------|-----------|------------------|-----------|-------------|-----------|-----------|-----------|-------------|-----------|----------------|-----------|
| | RAW SCORE | WT. SCORE | RAW SCORE | WT. SCORE | RAW SCORE | WT. SCORE | RAW SCORE | WT. SCORE | RAW SCORE | WT. SCORE | RAW SCORE | WT. SCORE |
| Lowest Bid | 2 | 10 | 4 | 20 | 3 | 15 | 6 | 30 | 5 | 25 | 1 | 5 |
| Bid Comparison | 2 | 4 | 4 | 8 | 6 | 12 | 1 | 2 | 3 | 6 | 5 | 10 |
| Appropriate Experience | 6 | 24 | 5 | 20 | 1 | 4 | 4 | 16 | 2 | 8 | 3 | 12 |
| Past Performances | 6 | 18 | 5 | 15 | 1 | 3 | 4 | 12 | 2 | 6 | 3 | 9 |
| Company References | | 0 | | 0 | | 0 | | 0 | | 0 | | 0 |
| Total: | | 56 | | 63 | | 34 | | 60 | | 45 | | 36 |

| TERMS | DESCRIPTION |
|-------------------------|--|
| Lowest Bid: | Lowest Total Base Bid |
| Bid Comparison: | Total Base Bid closest to average of all Total Base Bids |
| Appropriate Experience: | Similar Projects |
| Past Performance: | Years of Experience |
| Company Reference: | Professional References speaking on behalf of company |

Useful Links

- Alpha Paving
[Asphalt Paving & Concrete Contractor in Round Rock, TX | Alpha Paving \(alphapavingtexas.com\)](#)
- Lone Star Paving
[Asphalt Paving Company in Austin TX | Lone Star Paving \(lonestarpavingtx.com\)](#)
- Hayden Paving
[Asphalt Paving, Concrete Paving Contractors in San Antonio & Houston - Hayden Paving](#)
- CK New Berry Paving
[Home | CK Newberry](#)
- Bennett Paving
[ABOUT US - Bennett Paving \(bennettpavingtx.com\)](#)

Note: The matrix was created utilizing the parameters described to provide a mostly objective systematic method for evaluating the Contractor Bids.

The Bidders were scored on a scale of 1 -6 based on how they satisfied the parameters relative to the other Bidders. The better the Bidder satisfied the parameter, the higher the raw score. Each parameter weighted score is determined by multiplying the raw score by the parameter weight. The parameter weights are scored on a scale of 1 -5 based on importance provided by client priorities and industry best practices.

RAW SCORE

Weighted Score

K Friese Abney Bailey Rule

K Friese Abney Bailey Rule

| PARAMETER | Lone Start Paving | | | | AVERAGE |
|------------------------|-------------------|---|---|---|---------------|
| | RAW | | | | |
| Lowest Bid | 4 | 3 | 4 | 4 | 3.75 |
| Bid Comparison | 4 | 6 | 4 | 4 | 4.5 |
| Appropriate Experience | 4 | 6 | 4 | 5 | 4.75 |
| Past Performances | 3 | 5 | 4 | 5 | 4.25 |
| | | | | | <u>4.3125</u> |

| Lone Start Paving | | | | AVERAGE |
|-------------------|----|----|----|---------------|
| RAW | | | | |
| 20 | 15 | 20 | 20 | 18.75 |
| 8 | 12 | 8 | 8 | 9 |
| 16 | 24 | 16 | 20 | 19 |
| 9 | 15 | 12 | 15 | 12.75 |
| | | | | <u>14.875</u> |

K FRIESE ABNEY BAILEY RULE

K FRIESE ABNEY BAILEY RULE

| PARAMETER | Alpha Paving | | | | AVERAGE |
|------------------------|--------------|---|---|---|--------------|
| | RAW | | | | |
| Lowest Bid | 2 | 4 | 2 | 2 | 2.5 |
| Bid Comparison | 2 | 6 | 2 | 2 | 3 |
| Appropriate Experience | 5 | 6 | 5 | 6 | 5.5 |
| Past Performances | 4 | 6 | 6 | 6 | 5.5 |
| | | | | | <u>4.125</u> |

| Alpha Paving | | | | AVERAGE |
|--------------|----|----|----|--------------|
| RAW | | | | |
| 10 | 20 | 10 | 10 | 12.5 |
| 4 | 12 | 4 | 4 | 6 |
| 20 | 24 | 20 | 24 | 22 |
| 12 | 18 | 18 | 18 | 16.5 |
| | | | | <u>14.25</u> |

| PARAMETER | Hayden | | | | AVERAGE |
|------------------------|--------|---|---|---|---------------|
| | RAW | | | | |
| Lowest Bid | 6 | 6 | 6 | 6 | 6 |
| Bid Comparison | 1 | 1 | 1 | 1 | 1 |
| Appropriate Experience | 3 | 3 | 3 | 4 | 3.25 |
| Past Performances | 6 | 1 | 3 | 4 | 3.5 |
| | | | | | <u>3.4375</u> |

| Hayden | | | | AVERAGE |
|--------|----|----|----|----------------|
| RAW | | | | |
| 25 | 30 | 30 | 30 | 28.75 |
| 2 | 2 | 2 | 2 | 2 |
| 12 | 12 | 12 | 16 | 13 |
| 18 | 3 | 9 | 12 | 10.5 |
| | | | | <u>13.5625</u> |

| PARAMETER | Bennett Paving | | | | AVERAGE |
|------------------------|----------------|---|---|---|---------------|
| | RAW | | | | |
| Lowest Bid | 2 | 2 | 1 | 1 | 1.5 |
| Bid Comparison | 5 | 5 | 5 | 5 | 5 |
| Appropriate Experience | 6 | 6 | 6 | 3 | 5.25 |
| Past Performances | 5 | 1 | 5 | 3 | 3.5 |
| | | | | | <u>3.8125</u> |

| Bennett Paving | | | | AVERAGE |
|----------------|----|----|----|----------------|
| RAW | | | | |
| 5 | 10 | 5 | 5 | 6.25 |
| 10 | 10 | 10 | 10 | 10 |
| 24 | 24 | 24 | 12 | 21 |
| 15 | 3 | 15 | 9 | 10.5 |
| | | | | <u>11.9375</u> |

RAW SCORE

Weighted Score

K Friese Abney Bailey Rule

K Friese Abney Bailey Rule

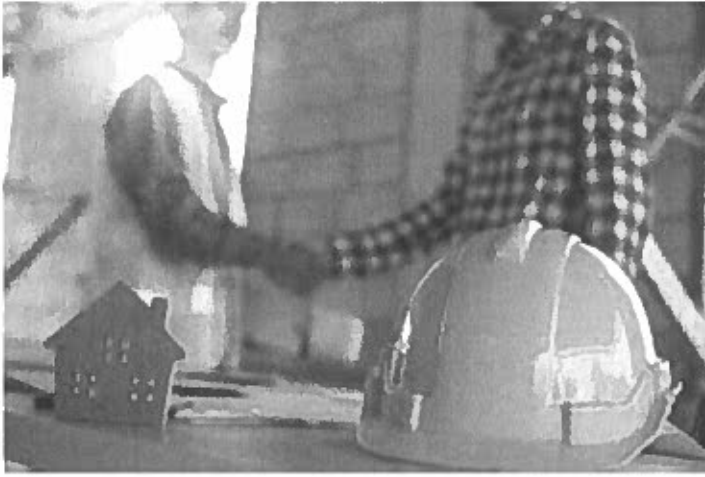
| PARAMETER | CK Newberry | | | | AVERAGE |
|------------------------|-------------|---|---|---|---------------|
| | RAW | | | | |
| Lowest Bid | 5 | 5 | 5 | 5 | 5 |
| Bid Comparison | 3 | 3 | 3 | 3 | 3 |
| Appropriate Experience | 2 | 2 | 2 | 2 | 2 |
| Past Performances | 2 | 1 | 2 | 2 | 1.75 |
| | | | | | <u>2.9375</u> |

| PARAMETER | CK Newberry | | | | AVERAGE |
|------------------------|-------------|----|----|----|---------------|
| | RAW | | | | |
| Lowest Bid | 30 | 25 | 25 | 25 | 26.25 |
| Bid Comparison | 6 | 6 | 6 | 6 | 6 |
| Appropriate Experience | 8 | 8 | 8 | 8 | 8 |
| Past Performances | 6 | 3 | 6 | 6 | 5.25 |
| | | | | | <u>11.375</u> |

| PARAMETER | Black Smith | | | | AVERAGE |
|------------------------|-------------|---|---|---|-------------|
| | RAW | | | | |
| Lowest Bid | 3 | 3 | 3 | 3 | 3 |
| Bid Comparison | 6 | 6 | 6 | 6 | 6 |
| Appropriate Experience | 1 | 1 | 1 | 1 | 1 |
| Past Performances | 1 | 1 | 1 | 1 | 1 |
| | | | | | <u>2.75</u> |

| PARAMETER | Black Smith | | | | AVERAGE |
|------------------------|-------------|---|----|----|---------------|
| | RAW | | | | |
| Lowest Bid | 15 | 3 | 15 | 15 | 12 |
| Bid Comparison | 12 | 6 | 12 | 12 | 10.5 |
| Appropriate Experience | 4 | 1 | 4 | 4 | 3.25 |
| Past Performances | 3 | 1 | 3 | 3 | 2.5 |
| | | | | | <u>7.0625</u> |

RFP - City Code Administrator

^[1]

Bid/RFP Status: Closed - no longer accepting bids and proposals

Bid/RFP Due Date: Friday, July 14, 2023 - 4:00pm

Bid/RFP Reference Number: 2023-03 City Code Administrator

[Back to Bids/RFPs](#) ^[2]

Supporting Documents

 [RFP 2023-03 City Code Administrator](#) ^[3] (216 KB)

- [Home](#)
- [Staff Login](#)
- [Accessibility](#)

41 Champions Cir | Woodcreek, TX 78676 | (512) 847-9390

[a municode design](#)

Source URL: <https://www.woodcreektx.gov/administration/page/rfp-city-code-administrator>

Links

^[1] https://www.woodcreektx.gov/sites/default/files/styles/gallery500/public/imageattachments/administration/page/13181/image_-_inspector_shaking_hands2.png?itok=vMkVxxIV ^[2] <https://www.woodcreektx.gov/rfps> ^[3]

https://www.woodcreektx.gov/sites/default/files/fileattachments/administration/page/13181/2023-03_rfp_city_code_administrator.pdf

The City of Woodcreek

IN THE MIDST OF THE TEXAS HILL COUNTRY

Request for Proposals for a Part Time Code Administrator RFP 2023-03

The City of Woodcreek was incorporated in Hays County, Texas as a City in 1984 and became a Type-A General Law City in 1989. It governs according to state statutes and its legislative body consists of a Mayor and five (5) Council Members. This small and prosperous City encompasses approximately 696 acres of land, including approximately 900 housing units and a population of 1,804 residents.

Scope of Services:

The Code Administrator will have responsibility for ensuring that the Woodcreek Code of Ordinances, Hays County laws and Texas State regulations are maintained in the City of Woodcreek. This will be accomplished by enforcing city ordinances and investigating and resolving violations. The Code Administrator will perform a variety of code enforcement duties such as: writing and delivering citations, obtaining and providing information regarding ordinances, resolving violations, maintaining records, assisting the general public, appearing in Municipal Court, obtaining necessary information from other cities and interfacing with other city employees and citizens. They will enforce all ordinances consistently.

Skills and Ability Requirements:

- Must have skill in interpreting and applying statutes, ordinances, codes, and regulations.
- Must know traffic laws.
- Must be able to deal tactfully and courteously with citizens.
- Must be able to communicate effectively verbally and in writing.
- Must be able to work without close supervision.
- Willingness to work with local and county law enforcement agencies.
- Must maintain cooperative working relationship with co-workers.
- Demonstrate discretion and confidentiality.
- Demonstrate sensitivity to cultural and social differences.
- Must maintain accurate and timely records and files for potential court cases. Must be able to operate standard office equipment including a PC and its software.

Qualifications:

- High School Diploma or GED.
- Valid Texas Driver's License.
- Able to work in all weather conditions.
- Able to respond after hours, including weekends.
- Ability to pass a background check.

Duties:

- Perform a variety of code enforcement inspections and research complaints and citizen inquiries.
- Enforce all ordinances that relate to code enforcement.
- Compose correspondence and monthly reports.
- Provide excellent customer service and public relations.
- Perform all other duties and special projects as directed by the City Manager.
- Attend and assist in city-wide events as needed.
- Other assigned duties by the City Manager and/or City Secretary

Proposal Format:

Proposals should include the following information:

- A letter of introduction, including qualifications.
- Provide a flat rate fee for the aforementioned Code Administrator duties.

Evaluation Criteria and Selection Process:

The selection of the ***Part-Time Code Administrator*** will be awarded based on the candidate's qualifications, program work and approach, competitive fees and rates, work history and references. The City of Woodcreek reserves the right to reject any incomplete proposals.

All inquiries regarding the RFP should be directed to:

City of Woodcreek
Kevin Rule, City Manager
 41 Champions Circle
 Woodcreek, TX 78676
 (Office): 512-847-9390
 (Cell): 512-878-9102
 (Email): Manager@WoodcreekTX.gov

Proposals must be received no later than **4:00p.m. on July 14, 2023:**

City of Woodcreek
Attn: Kevin Rule, City Manager
 41 Champions Circle
 Woodcreek, TX 78676

Disclaimer: The City of Woodcreek prohibits discrimination and harassment of any type and affords equal employment opportunities to employees and applicants without regard to race, color, religion, sex, sexual orientation, gender identity or expression, pregnancy, age, national origin, disability status, genetic information, protected veteran status, or any other characteristic protected by law. The City of Woodcreek conforms to the spirit as well as to the letter of all applicable laws and regulations.

Council Meeting Agenda Item Cover Sheet

AGENDA ITEM SUBJECT/ TITLE:

Discussion and possible action to approve the application of Cheryl Mills as alternate member of the Tree Board.

AGENDA ITEM SUMMARY:

Discussion and possible action to approve the application of Cheryl Mills as alternate member of the Tree Board.

RECOMMENDATION:

Approve the application.

FINANCIAL IMPACT:

N/A

SUBMITTED BY:

Brent Pulley

AGENDA TYPE:

New Business

COMPLETION DATE:

7/17/2023 10:57:59 AM

The City of Woodcreek

IN THE MIDST OF THE TEXAS HILL COUNTRY

Item 11.



Application for Appointment to the Woodcreek Tree Advisory Board

This Advisory Board acts in an advisory capacity to Council and shall: (1) Coordinate and promote Arbor Day activities; (2) Review and update a five-year plan to plant and maintain trees on city property; (3) Support public awareness and education programs relating to trees; (4) Review city concerns relating to tree care; (5) Submit at least an annual report of its activities to the Council; (6) Assist with the annual application to renew the Tree City USA designation; (7) Develop lists of recommended and prohibite trees/species for planting on city property, and (8) Other duties that may be assigned by City Council. The Tree Advisory Board consists of five members and two alternates appointed by the City Councilmembers, and is subject to the Texas Open Meetings Act.

Name: Cheryl Mills

Residence Address: 13 Woodcreek Drive

Mailing Address: _____

Telephone Number(s): Home: _____ Cell: 512-799-0665

E-Mail Address: Cheryl.Mills721@gmail.com

Number of Years Living in Texas: 30+ Number of Years Living in Woodcreek: 2

Do you want your phone number(s)/email released in a Public Information Request? Yes No

Do you or your employer have any business or other dealings with the City of Woodcreek which may present a conflict of interest? Yes No If "Yes", please explain:

Describe any qualifications, credentials or special interests that relate to your possible appointment. Attach additional sheet(s) if needed.

15+ years of sales, marketing and event experience.
A love for nature, learning, and the City of Woodcreek.

Signature: Cheryl Mills

Date: 7/17/2023

Council Meeting Agenda Item Cover Sheet

AGENDA ITEM SUBJECT/ TITLE:

Discuss and possible take action on a donation of \$5,000 to the Wimberley Village Library to assist with renovations.

AGENDA ITEM SUMMARY:

The Wimberley Village Library serves the entire Valley, and Woodcreek residents enjoy the many services the Library offers free of charge. The city was approached during the early fundraising period for new construction and asked to pledge \$30,000. Council did not make the pledge, not wanting to encumber future Councils. We've made a \$5,000 donation last year, and I'm asking for another \$5,000 especially to assist with the renovations to the original building.

RECOMMENDATION:

Please pass a motion to approve the donation of \$5,000 to the Wimberley Village Library.

FINANCIAL IMPACT:

\$5,000

SUBMITTED BY:

Jeff Rasco

AGENDA TYPE:

New Business

COMPLETION DATE:

7/27/2023 10:10:41 AM

CITY OF WOODCREEK, TEXAS

RESOLUTION NO. 2019-03-13-2

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODCREEK, TEXAS ESTABLISHING A MASTER RATE AND FEE SCHEDULE FOR ASSESSING RATES AND FEES; AUTHORIZING THE CITY SECRETARY TO MAINTAIN THE MASTER RATE SCHEDULE AND RECOMMEND ADJUSTMENTS; REPEALING ANY CONFLICTING RESOLUTIONS; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE; AND PROVIDING FOR A FINDING OF PROPER MEETING AND NOTICE.

WHEREAS, the City Council of the City of Woodcreek, Texas (“City”) seeks to provide for reasonable fees and charges for municipal services in order to recoup the cost of conducting municipal business on the public’s behalf without unduly relying on taxes; and

WHEREAS, the City Council finds that the Code of Ordinances of the City of Woodcreek, Texas (“Code”) contains rates and fees throughout the Code and desires to consolidate all City rates and fees to provide a single and convenient location for a list of all rates and fees charged by the City through a Master Rate Schedule; and

WHEREAS, by Ordinance No. 19-256, the City Council repealed all rates and fees provided by City ordinances and by the Code; and

WHEREAS, the City Council has determined that the public welfare would be best served by establishing a Master Rate Schedule;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WOODCREEK, TEXAS:

SECTION 1. RATES. The City Council of the City hereby adopts the Master Rate Schedule with the rates and fees attached as Exhibit “A” hereto.

SECTION 2. CITY SECRETARY AUTHORIZED TO MAINTAIN MASTER RATE SCHEDULE AND RECOMMEND ADJUSTMENTS. The City Secretary or his or her designee is hereby authorized to maintain the Master Rate Schedule and make recommendations to the City Council on adjustments to the Master Rate Schedule, as may be necessary, that may be reviewed, amended and/or adopted by City Council, and after adoption incorporated into the Master Rate Schedule.

SECTION 3. REPEAL OF CONFLICTING RESOLUTIONS. All City resolutions or parts of resolutions inconsistent or in conflict herewith, to the extent of such inconsistency or conflict, are hereby repealed.

SECTION 4. SEVERABILITY. If any section, subsection, phrase, sentence or portion of this resolution is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holdings shall not affect the validity of the remaining portions thereof.

SECTION 5. EFFECTIVE DATE. That City Secretary is hereby ordered and directed to cause this resolution to be published in every issue of the official newspaper for two days; or one issue of the newspaper if the official newspaper is a weekly paper. This resolution and the rules, regulations, provisions, requirements, orders, and matters established and adopted hereby shall take effect and be in full force and effect when the publication requirement is satisfied.

SECTION 6. PROPER NOTICE AND MEETING. It is hereby found and determined that the meeting at which this resolution was passed was attended by a quorum of the City Council, 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.

PASSED AND APPROVED this the 13th day of March, 2019 by a vote of

 0 NAYS

 5 AYES

 0 Absent and Not Voting

CITY OF WOODCREEK



William P. Scheel, Mayor

ATTEST:



Linda Land, City Secretary

CITY OF WOODCREEK MASTER RATE AND FEE SCHEDULE

EFFECTIVE DATE MARCH 13, 2019

SIGNS

Pre-application conference fee: \$30

Sign permit application fees (based on total square feet of sign surface area):

Up to 12 square feet: \$30;

Up to 16 square feet: \$45;

Up to 24 square feet: \$65;

Up to 32 square feet: \$80;

Up to 48 square feet: \$100;

Up to 64 square feet: \$115;

Up to 80 square feet: \$145;

Up to 100 square feet: \$175

Over 100 square feet: \$200.

Sign permit transfer of ownership fee: \$30.

Sign permit replacement fee: \$10.

Sign impoundment fee: \$30 per sign.

Sign permit waiver/variance request fee: \$500, plus cost of postage and publication

Signs erected before a permit is approved shall require double the normal permit fee amount.

SITE DEVELOPMENT

Site development permit application fees:

Pre-application conference fee: \$85 per hour, with a \$85 minimum;

Concept plan review fee: \$575;

Small projects (<\$50,000): \$575;

Medium projects (\$50,000—\$100,000): \$1,150;

Large projects (>\$100,000): \$1,725;

Project cost estimate includes all site-related work (does not include costs of vertical structures, pump stations); cost estimate must be reasonable and based on current costs. The city shall determine the reasonableness of costs;

Temporary projects: \$300 for temporary improvements between 15 and 30 days; and

Site development permit amendment/engineer adjustment fee: \$300.

Reimbursement of consultant costs for site development application:

- The applicant is required to pay all associated costs prior to receiving a permit, regardless of city approval;
- Associated costs may include, but are not limited to, outside professional services provided by engineers, attorneys, surveyors, inspectors and others, as required; and
- Associated costs will be billed at cost, plus 10% to cover the city's additional administrative costs.

Waiver/variance request fee: \$500, plus cost of postage and publication

Guarantee of public improvements: a bond or cash equivalent in an amount equal to the estimated cost of construction of permitted project.

Any project that starts construction without a permit is subject to penalty as described by Chapter 154 of the Woodcreek Code of Ordinances.

Site development work done before the approval of a permit shall require double the normal permit fee amount.

Extension of plan approval request fee: \$300.

SUBDIVISIONS

Pre-application conference fee: \$85 per hour, with a \$85 minimum.

Concept plan (major plat) fee: \$575 per plan.

Preliminary plat (major plat) filing fee: \$575 per plat, plus \$200 per lot.

Minor plat filing fee: \$575 per plat.

Final plat (major plat) filing fee: \$300 per plat, plus \$525 per lot.

Guarantee of public improvements: a bond or cash equivalent in the amount equal to the estimated cost of construction based on approved plans. This amount applies to utilities, drainage, water quality facilities, water detention facilities, roadways and all related features. This amount will not be collected if the county has collected no less than this amount, where applicable.

Guarantee of maintenance: 10% of the estimated costs of construction based on approved plans. This amount applies to utilities, drainage, water quality facilities, water detention facilities, roadways and all related features. This amount will not be collected if the county has collected no less than this amount, where applicable.

Vacation of plat fee: \$300 per plat.

Replat fee: \$300 per plat, plus \$300 per lot. Any time a vacation and replat occur at the same time, only the replat fee will be collected.

Plat amendment fee: \$300 per plat.

Waiver/variance request fee: \$500 per variance, plus cost of postage and publication

Extension of plat approval request fee: \$250.

Reimbursement of consultant costs for plat/construction plan application:

- The applicant is required to pay all associated costs prior to filing the plat for recordation with the City Secretary, regardless of City Council approval;
- Associated costs may include, but are not limited to, outside professional services provided by engineers, attorneys, surveyors, inspectors and others, as required; and
- Required consultant costs will be billed at cost plus 10% to cover the city's additional administrative costs.

Construction plan approval: fees related to construction plan review are included in the final plat filing fees and required consultant costs.

Any project that starts construction without a permit is subject to penalty as described by Ch. 155 of this code of ordinances. Construction work done before approval of a permit shall require double the normal final plat filing fee amount.

ZONING

Use permit application fee: \$575, plus cost of postage and publication

Special use permit application fee: \$575

Zoning classification change request fee: \$575 per lot, tract or parcel

Planned development district request fee: \$5,750 per district, plus \$125 per acre

Waiver/variance request fee: \$500, plus cost of postage and publication

Reimbursement of consultant cost for zoning applications:

- Associated costs may include, but are not limited to, outside professional services provided by engineers, attorneys, surveyors, inspectors and others, as required; and
- Required consultant costs will be billed at cost, plus 10% to cover the city's additional administrative costs.

Zoning determination letter request fee: \$75.

DEVELOPMENT AGREEMENTS

Development agreement fee: \$2,850 per agreement, plus \$125 per acre.

Reimbursement of consultant costs for development agreement:

- Associated costs may include, but are not limited to, outside professional services provided by engineers, attorneys, surveyors, inspectors and others, as required; and
- Required consultant costs will be billed at cost, plus 10% to cover the city's additional administrative costs.

RESIDENTIAL BUILDING PERMIT FEES

Residential Application Building Permit Fee: \$1000

Residential structures, including fences, decks, enclosures, swimming pools: \$75

Residential accessory building, including garages, greenhouse/cabana, expansion of living space, workshop, tool shed: \$150.

Remodeling involving foundation, plumbing, electrical and/or framing: \$750

Waiver/variance request fee: \$500, plus cost of postage and publication

Work begun without permit(s) shall be double the normal permit fee amount.

COMMERCIAL AND MULTI-FAMILY PERMIT FEES

Commercial and multi-family construction building permit fees: includes fees for building permit, inspections and plan review.

Value of Construction Fees

| | |
|---------------------------|--|
| \$1—\$10,000 | \$175.00 |
| \$10,001—\$25,000 | \$175.00 for the first \$10,000, plus \$20.00 for each additional \$1,000, or fraction thereof, to and including \$25,000 |
| \$25,001—\$50,000 | \$500.00 for the first \$25,000, plus \$15.00 for each additional \$1,000, or fraction thereof, to and including \$50,000 |
| \$50,001—\$100,000 | \$800.00 for the first \$50,000, plus \$10.00 for each additional \$1,000, or fraction thereof, to and including \$100,000 |
| \$100,001— \$500,000 | \$1,250.00 for the first \$100,000, plus \$10.00 for each additional \$1,000, or fraction thereof, to and including \$500,000 |
| \$500,001— \$1,000,000 | \$4050.00 for the first \$500,000, plus \$10.00 for each additional \$1,000, or fraction thereof, to and including \$1,000,000 |
| \$1,000,000 and up | \$7,000.00 for the first \$1,000,000, plus \$5.00 for each additional \$1,000, or fraction thereof |

Replacement permit fee (lost or damaged): \$50.

Waiver/variance request fee: \$500, plus cost of postage and publication

Work begun without a permit shall be double the normal permit fee amount.

ALCOHOLIC BEVERAGE PERMITS AND LICENSES

Annual fee to the City of Woodcreek equals one-half of the state fee as described in the Texas Alcoholic Beverage Code’s Fee Charts current at time of application or renewal (authorized by TABC Title 3, Subtitle A, Chapter 11: Subchapter B, Sec. 11.38).

FOOD ESTABLISHMENTS

Food establishment permit fees:

| <i>Number of Employees</i> | <i>Fees*</i> |
|----------------------------|--------------|
| 1—15 | \$250 |
| 16—30 | \$375 |
| 31+ | \$500 |

NOTES TO TABLE:

*If application filed after June 1, only 1/2 of the application fee is due

Food establishment compliance inspection fee: \$150

Food establishment compliance reinspection fee: each additional inspection increases by \$50 and is cumulative (e.g., first inspection: \$150; second inspection: \$175; third inspection: \$200; and the like).

Child/adult care, church and school establishment inspection fees:

| <i>Licensed Number of Children</i> | <i>Fees Without Food Preparation</i> | <i>Fee With Food Preparation</i> |
|------------------------------------|--------------------------------------|----------------------------------|
| 13—40 | \$200 | \$300 |
| 41—100 | \$300 | \$400 |
| 101+ | \$400 | \$500 |

Child/adult care sanitation inspection fee includes facilities with fewer than 13 children/adults, facilities with more than 12 children/adults, but no food preparation, custodial care homes/facilities and foster/adoptive homes: \$100

Mobile food unit fees

First unit: \$200; and

Each additional unit: \$150

Seasonal permit fee (valid for six months): \$100

Change of name/ownership fee: \$125

Establishment plan review fees:

- Actual plan review and two pre-opening inspections: \$175; and

- Each additional pre-opening inspection: \$125

Permit reinstatement fee after suspension: \$150

Temporary food establishments: \$35 per unit, per day.

ON-SITE SEWAGE FACILITIES

Permit application fee (includes three inspections):

Single-family standard system permit fee: \$500

Single-family engineered system permit fee: \$750;

Commercial engineered system permit fee: \$1,000 and

State Commission on Environmental Quality On-Site Wastewater Treatment Research Council fee; Per State Fee Schedule

Re-inspection fee: \$125 per inspection

On-site sewage facility certification fee: \$150

Waiver/variance request fee: \$500, plus cost of postage and publication

Amendment/engineer adjustment to on-site sewage facility permit:

Single-family residential permit: \$300; and

Commercial permit: \$500

MISCELLANEOUS

Copies: Black and White \$0.15 per page, Colored \$1.00 per page

Certified copies: \$1.50 per page

Faxes: \$0.25 per page

Notary services fee in accordance with Tex. Gov't Code § 406.024.

Grandfathered development status determination request fee:

- Subdivision: \$1,500; and
- Other projects (such as site development): \$1,000
- Appeal of determination of grandfathered status fee: \$500.

Waiver/variance request fee not listed above: \$500, plus cost of postage and publication

Checks returned for insufficient funds: \$35

Parking Permit Fee: \$10.00 per permit

Pyrotechnic/Fireworks Display Fee: \$50 per display

Special Event Permit: \$100 per event

Council Meeting Agenda Item Cover Sheet

AGENDA ITEM SUBJECT/ TITLE:

Discussion and possible action on revisions to Resolution 2023-07-12-02

AGENDA ITEM SUMMARY:

Discussion and possible action on revisions to Resolution 2023-07-12-02, including, specifically Rule 1 Section C - pertaining to the number of agenda items submitted by Councilmembers.

RECOMMENDATION:

Revise Rule 1 Section C and take any other appropriate action regarding this Resolution.

FINANCIAL IMPACT:

Minimal

SUBMITTED BY:

Brent Pulley

AGENDA TYPE:

New Business

COMPLETION DATE:

7/31/2023 12:32:43 PM

CITY OF WOODCREEK, TEXAS

RESOLUTION 2023-07-12-02

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODCREEK, TEXAS ADOPTING RULES OF PROCEDURE FOR THE CONDUCT OF ITS MEETINGS; AND REPEALING ALL OTHER RESOLUTIONS OR PARTS OF RESOLUTIONS INCONSISTENT OR IN CONFLICT HEREWITH.

WHEREAS the City of Woodcreek City Council (City Council) wishes to formally adopt rules of procedure for City Council meetings; and

WHEREAS provide clear, transparent, and comprehensive rules of procedure, which are vital to the efficient administration of City matters.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WOODCREEK, TEXAS:

SECTION 1. The following rules of procedure shall govern all meetings and proceedings of the City Council and the conduct of all members and other persons in attendance at such meetings.

DEFINITIONS

MAJORITY VOTE: Except when governed by specific rules to the contrary, a *majority vote* is the fundamental requirement to pass a motion. A *majority vote* simply stated, is *more than half*. And a majority vote refers to more than half of the votes actually cast, not more than half of the votes that could be cast if everybody voted.

TWO-THIRDS VOTE: As a means of balancing the rights of the entire group with the rights of individuals, some decisions require the affirmative consent of at least twice the number of members as are not in favor. This vote is called a *two-thirds* vote and refers to two-thirds of the votes cast.

ABSTENTION: A voting member present and choosing not to vote. Abstentions are not counted and are neither an AYE or a NAY, but will be listed in the minutes as 'abstain'.

Rule 1. Meetings, Regular and Special

(A) The City Council shall meet at Camp Young Judaea, Woodcreek City Hall or VFW Post 6441, depending on availability of each venue and anticipated citizen attendance. All such meetings shall be held on the second Wednesday of each month, commencing at 6:30p.m., with a second regular meeting held on the fourth Wednesday of each month at 3:00 pm, unless set for another time or date by resolution of the City Council. In the event a second Wednesday falls on a holiday, the meeting for that day shall be rescheduled as determined by Council by and through a resolution, Any meeting of Council may be recessed from hour to hour for a period not to exceed 24 hours, by an affirmative vote of four (4) or more voting members of the City Council present at such meeting, and such recessed meeting may be held without further posted notice in compliance with the Texas Open Meetings Act, Texas Government Code Chapter 551.

(B) Special meetings may be held on the call of the Mayor or on the application of three (3) Councilmembers to the Mayor. The agenda items for such meetings shall be determined at the discretion of the person or persons calling the meeting.

(C) The Mayor and City Manager shall be responsible for compiling the agenda for all regular and special meetings, and may submit agenda items. ~~For regular meetings, members of the Governing Body of the City of Woodcreek or City Manager~~ For each meeting, Councilmembers may request no more than two (2) agenda items per Councilmember, subject to the Mayor's discretion, and all such requested agenda items shall be accepted and placed on the agenda. If it becomes necessary to postpone placement of the requested item, the Mayor and City Manager must confer with the requesting Councilmember to obtain their agreement.

(D) Length of regular and special meetings are not to exceed a three(3) hour time limit, per meeting.

(E) Meetings will follow Robert's Rules of Order, as revised.

(F) The agenda will have a section called "city staff and/or city committee reports" for every regular meeting. Each staff and/or committee member will be responsible for providing report documentation in the agenda packet.

Rule 2. Chairman and Call to Order

The Mayor, or in the Mayor's absence, the Mayor Pro Tem, shall preside at all meetings of the Council. If the Mayor and the Mayor Pro Tem are absent, the Mayor, or a majority of the Council, may appoint a Councilmember to preside. At the hour of the meeting, the Mayor shall call the Council to order, and the City Secretary shall record the roll.

Rule 3. Conduct of Mayor and Councilmembers

Any member of the Council, including the Mayor, who fails to observe decorous and orderly behavior during a meeting, or who disturbs a meeting of Council with such disorderly conduct, is subject to being expelled from such meeting upon motion passed by a two-thirds vote of the Council present at the meeting. Any member reprimanded by motion or expelled from a meeting by motion who commits another breach of decorous or disorderly behavior during a subsequent meeting shall be subject to a reprimand upon a motion approved by two-thirds of the Council present at the meeting. A Councilmember, upon a vote from two-thirds of Council present at the meeting, may be subject of a reprimand, complaint, or investigation.

Rule 4. Handling of Question of Order

All questions of order shall be decided by the presiding officer with the right of appeal such decision by the City Council. The majority of the Councilmembers present, through a motion, may overrule the decision of the presiding officer. When the presiding officer, rules on a point of order and one of the Councilmember states, "I appeal the ruling!" or words to such effect, no other business shall be transacted until a vote on the appeal is completed. The presiding officer shall immediately put such question to vote without debate, and, if not, any member of the Council may put the question to a vote.

Rule 5. Procedure for Submitting Agenda Items

For a regular council meeting, any and all ordinances, resolutions or other matters, including all written data and supporting documents, except emergency items, to be brought by the Mayor or by a member of the City Council for consideration, shall be submitted to the City Manager not later than 1:00p.m. of the Monday the week preceding the meeting at which the same is to be considered. Items shall identify the subject matter to be discussed with such notification in compliance with the Texas Open Meetings Act and provide the possible action the sponsor intends the City Council take during the

meeting, e.g., discussion, update, and/or take appropriate action. All items shall be accompanied by supporting documents intended to be considered by the City Council.

For special meetings, the member or members calling the meeting shall submit any and all ordinances, resolutions or other matters, including all written data and supporting documents to the City Manager not later than 1:00p.m. one week (7 days) before the scheduled special council meeting at which the same is to be considered. Items shall identify the subject matter to be discussed with such notification in compliance with the Texas Open Meetings Act and provide the possible action the sponsor intends the City Council take during the meeting] e.g., discussion, update, and/or take appropriate action. All items shall be accompanied by supporting documents intended to be considered by the City Council.

The name of the sponsor of the agenda item shall be listed with that item on the agenda. The sponsor of an item is given the opportunity to speak first about their item during discussion and speak last to that item.

Rule 6. Motion to Table

Since the Council has regularly scheduled meetings, a motion to table, when carried, does not permanently defeat an ordinance, resolution, motion, or other measure. Motions laid on the table are merely temporarily laid aside and may be taken from the table at any time. This motion is for the sole purpose of taking up more urgent business that requires the council or governing body's immediate attention. The motion to "Lay on the Table" is carried by majority vote and is not debatable or amendable and does not have interrupting privileges. Once tabled, the motion shall be on the next agenda, now listed under "Unfinished business." Council may not debate nor take any action that would affect the tabled question until a subsequent in-order motion to "Take from the Table" is moved, seconded, and carried. At the following Council meeting the chair will automatically bring up for consideration the Unfinished business before moving to the regular agenda. If the tabled motion continues to be 'tabled', after three months the motion dies.

The motion to "Lay on the Table" should not be confused with the motion to Postpone to a Certain Time or with the motion to Postpone Indefinitely. The purpose of these motions is to postpone or suspend debate on a question for reasons other than to consider more urgent business.

Rule 7. Closing of Debate

If, during debate upon any ordinance, resolution, motion or other matter before the Council, any member wishing to end debate, the member, after seeking and receiving recognition from the chair, may move to end debate, commonly called "question" or "calling the question." This motion requires a second. This motion is non-debatable. Immediately after the second, the chair takes the vote regarding the motion to end debate. It takes a simple majority of the voting members present in favor of ending debate to close discussion on the original motion being considered. If a simple majority of the voting members end the discussion, then the chair immediately takes a vote on the pending motion and any possible amendments to that motion without any further debate or discussion. Provided however, debate may not be closed until such time as each councilmember has been given opportunity to speak on the agenda item in an amount of time not to exceed three (3) minutes.

Rule 8. Citizens' Right to be Heard

Any citizen shall have a reasonable opportunity to be heard at any and all meetings of the City Council in regard to: (1) any and all matters to be considered at any such meeting, or (2) any matter a citizen may wish to bring to the Councils attention. No member of the Governing Body may discuss or comment on any citizen public comment, except to make: (1) a statement of specific factual information

given in response to the inquiry, or (2) a recitation of existing policy in response to the inquiry. Any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting per Texas Local Government code Sec. 551.042.

Citizen comments will be allowed at the beginning of every meeting, or alternatively, before an item on the agenda on which the citizen wishes to speak is to be considered. All citizens will be allowed to comment for three (3) minutes per person and shall be allowed more time at the Mayor’s discretion. In addition, citizens may pool their allotted speaking time. *To pool time, a speaker must present the names of three (3) individuals present in the audience who wish to yield their three minutes.* Citizens may present materials regarding any agenda item to the City Secretary at or before a meeting, citizens attending any meeting are requested to complete a form providing their name, address, and agenda item/concern, but are not required to do so before speaking and presenting it to the City Secretary prior to the beginning of such meeting. Comments may only be disallowed and/or limited as per Government Codes 551.007(e).

Citizens may submit written public comments not exceeding 300 words in length to the City Secretary not later than 1:00p.m. of the Monday preceding the meeting at which the citizen would like the public comment received. If the written public comment is submitted by this time, it shall be read into the public record for the upcoming meeting.

Rule 9. Suspension of Rules of Procedure

Any of the rules of procedure may be suspended (by a two-thirds vote of the voting councilmembers present) to allow consideration of a matter unless doing so would violate the U.S. Constitution, Texas Constitution, and/or Federal or State Law.

Rule 10. Rules of Procedure

Except where in conflict with applicable law, the most recent version of Robert’s Rules of Order shall govern the proceedings of the City Council.

SECTION 2. It is hereby officially found and determined that the meeting at which this Resolution was considered was open to the public as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

SECTION 3. City of Woodcreek resolutions or parts of resolutions inconsistent or in conflict herein, are to the extent of such inconsistency or conflict, hereby repealed.

SECTION 4. This Resolution shall be effective immediately upon its passage.

Passed and approved, this, 12th day of July 2023 on a roll call vote of the City Council of Woodcreek, Texas.

City of Woodcreek:

Attest:



Jeff Rasco, Mayor



Suzanne Mac Kenzie

CITY OF WOODCREEK, TEXAS

RESOLUTION 2023-07-12-02

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODCREEK, TEXAS ADOPTING RULES OF PROCEDURE FOR THE CONDUCT OF ITS MEETINGS; AND REPEALING ALL OTHER RESOLUTIONS OR PARTS OF RESOLUTIONS INCONSISTENT OR IN CONFLICT HEREWITH.

WHEREAS the City of Woodcreek City Council (City Council) wishes to formally adopt rules of procedure for City Council meetings; and

WHEREAS provide clear, transparent, and comprehensive rules of procedure, which are vital to the efficient administration of City matters.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WOODCREEK, TEXAS:

SECTION 1. The following rules of procedure shall govern all meetings and proceedings of the City Council and the conduct of all members and other persons in attendance at such meetings.

DEFINITIONS

MAJORITY VOTE: Except when governed by specific rules to the contrary, a *majority vote* is the fundamental requirement to pass a motion. A *majority vote* simply stated, is *more than half*. And a majority vote refers to more than half of the votes actually cast, not more than half of the votes that could be cast if everybody voted.

TWO-THIRDS VOTE: As a means of balancing the rights of the entire group with the rights of individuals, some decisions require the affirmative consent of at least twice the number of members as are not in favor. This vote is called a *two-thirds* vote and refers to two-thirds of the votes cast.

ABSTENTION: A voting member present and choosing not to vote. Abstentions are not counted and are neither an AYE or a NAY, but will be listed in the minutes as ‘abstain’.

Rule 1. Meetings, Regular and Special

(A) The City Council shall meet at Camp Young Judaea, Woodcreek City Hall or VFW Post 6441, depending on availability of each venue and anticipated citizen attendance. All such meetings shall be held on the second Wednesday of each month, commencing at 6:30p.m., with a second regular meeting held on the fourth Wednesday of each month at 3:00 pm, unless set for another time or date by resolution of the City Council. In the event a second Wednesday falls on a holiday, the meeting for that day shall be rescheduled as determined by Council by and through a resolution, Any meeting of Council may be recessed from hour to hour for a period not to exceed 24 hours, by an affirmative vote of four (4) or more voting members of the City Council present at such meeting, and such recessed meeting may be held without further posted notice in compliance with the Texas Open Meetings Act, Texas Government Code Chapter 551.

(B) Special meetings may be held on the call of the Mayor or on the application of three (3) Councilmembers to the Mayor. The agenda items for such meetings shall be determined at the discretion of the person or persons calling the meeting.

(C) The Mayor and City Manager shall be responsible for compiling the agenda for all regular and special meetings. For regular meetings, members of the Governing Body of the City of Woodcreek or City Manager may request ~~no more than two(2)~~ agenda items ~~per Council Member, subject to the Mayor's discretion~~, and all such requested agenda items shall be accepted and placed on

the agenda. If it becomes necessary to postpone placement of the requested item, the Mayor ~~and~~ or City Manager must confer with the requesting Councilmember to obtain their agreement.

~~(D) Length of regular and special meetings are not to exceed a three(3) hour time limit, per meeting.~~

(E) Meetings will follow Robert's Rules of Order, as revised.

(F) The agenda will have a section called "city staff and/or city committee reports" for every regular meeting. Each staff and/or committee member will be responsible for providing report documentation in the agenda packet.

Rule 2. Chairman and Call to Order

The Mayor, or in the Mayor's absence, the Mayor Pro Tern, shall preside at all meetings of the Council. If the Mayor and the Mayor Pro Tern are absent, the Mayor, or a majority of the Council, may appoint a Councilmember to preside. At the hour of the meeting, the Mayor shall call the Council to order, and the City Secretary shall record the roll.

Rule 3. Conduct of Mayor and Councilmembers

Any member of the Council, including the Mayor, who fails to observe decorous and orderly behavior during a meeting, or who disturbs a meeting of Council with such disorderly conduct, is subject to being expelled from such meeting upon motion passed by a two-thirds vote of the Council present at the meeting. Any member reprimanded by motion or expelled from a meeting by motion who commits another breach of decorous or disorderly behavior during a subsequent meeting shall be subject to a reprimand upon a motion approved by two-thirds of the Council present at the meeting. A Councilmember, upon a vote from two-thirds of Council present at the meeting, may be subject of a reprimand, complaint, or investigation.

Rule 4. Handling of Question of Order

All questions of order shall be decided by the presiding officer with the right of appeal such decision by the City Council. The majority of the Councilmembers present, through a motion, may overrule the decision of the presiding officer, When the presiding officer, rules on a point of order and one of the Councilmember states, "I appeal the ruling!" or words to such effect, no other business shall be transacted until a vote on the appeal is completed. The presiding officer shall immediately put such question to vote without debate, and, if not, any member of the Council may put the question to a vote.

Rule 5. Procedure for Submitting Agenda Items

For a regular council meeting, any and all ordinances, resolutions or other matters, including all written data and supporting documents, except emergency items, to be brought by the Mayor or by a member of the City Council for consideration, shall be submitted to the City Manager not later than 1:00p.m. of the Monday the week preceding the meeting at which the same is to be considered. Items shall identify the subject matter to be discussed with such notification in compliance with the Texas Open Meetings Act and provide the possible action the sponsor intends the City Council take during the

meeting, e.g., discussion, update, and/or take appropriate action. All items shall be accompanied by supporting documents intended to be considered by the City Council.

For special meetings, the member or members calling the meeting shall submit any and all ordinances, resolutions or other matters, including all written data and supporting documents to the City Manager not later than 1:00p.m. one week (7 days) before the scheduled special council meeting at which the same is to be considered. Items shall identify the subject matter to be discussed with such notification in compliance with the Texas Open Meetings Act and provide the possible action the sponsor intends the City Council take during the meeting] e.g., discussion, update, and/or take appropriate action. All items shall be accompanied by supporting documents intended to be considered by the City Council.

The name of the sponsor of the agenda item shall be listed with that item on the agenda. The sponsor of an item is given the opportunity to speak first about their item during discussion and speak last to that item.

Rule 6. Motion to Table

Since the Council has regularly scheduled meetings, a motion to table, when carried, does not permanently defeat an ordinance, resolution, motion, or other measure. Motions laid on the table are merely temporarily laid aside and may be taken from the table at any time. This motion is for the sole purpose of taking up more urgent business that requires the council or governing body's immediate attention. The motion to "Lay on the Table" is carried by majority vote and is not debatable or amendable and does not have interrupting privileges. Once tabled, the motion shall be on the next agenda, now listed under "Unfinished business." Council may not debate nor take any action that would affect the tabled question until a subsequent in-order motion to "Take from the Table" is moved, seconded, and carried. At the following Council meeting the chair will automatically bring up for consideration the Unfinished business before moving to the regular agenda. If the tabled motion continues to be 'tabled', after three months the motion dies.

The motion to "Lay on the Table" should not be confused with the motion to Postpone to a Certain Time or with the motion to Postpone Indefinitely. The purpose of these motions is to postpone or suspend debate on a question for reasons other than to consider more urgent business.

Rule 7. Closing of Debate

If, during debate upon any ordinance, resolution, motion or other matter before the Council, any member wishing to end debate, the member, after seeking and receiving recognition from the chair, may move to end debate, commonly called "question" or "calling the question." This motion requires a second. This motion is non-debatable. Immediately after the second, the chair takes the vote regarding the motion to end debate. It takes a ~~simple majority~~ **two-thirds vote** of the voting members present in favor of ending debate to close discussion on the original motion being considered. If a ~~simple majority~~ **two-thirds vote** of the voting members end the discussion, then the chair immediately takes a vote on the pending motion and any possible amendments to that motion without any further debate or discussion. Provided however, debate may not be closed until such time as each councilmember has been given opportunity to speak on the agenda item in an amount of time not to exceed three (3) minutes.

Rule 8. Citizens' Right to be Heard

Any citizen shall have a reasonable opportunity to be heard at any and all meetings of the City Council in regard to: (1) any and all matters to be considered at any such meeting, or (2) any matter a citizen may wish to bring to the Councils attention. No member of the Governing Body may discuss or comment on any citizen public comment, except to make: (1) a statement of specific factual information

given in response to the inquiry, or (2) a recitation of existing policy in response to the inquiry. Any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting per Texas Local Government code Sec. 551.042.

Citizen comments will be allowed at the beginning of every meeting, or alternatively, before an item on the agenda on which the citizen wishes to speak is to be considered. All citizens will be allowed to comment for three (3) minutes per person and shall be allowed more time at the Mayor’s discretion. In addition, citizens may pool their allotted speaking time. *To pool time, a speaker must present the names of three (3) individuals present in the audience who wish to yield their three minutes.* Citizens may present materials regarding any agenda item to the City Secretary at or before a meeting, citizens attending any meeting are requested to complete a form providing their name, address, and agenda item/concern, but are not required to do so before speaking and presenting it to the City Secretary prior to the beginning of such meeting. Comments may only be disallowed and/or limited as per Government Codes 551.007(e).

Citizens may submit written public comments not exceeding 300 words in length to the City Secretary not later than 1:00p.m. of the Monday preceding the meeting at which the citizen would like the public comment received. If the written public comment is submitted by this time, it shall be read into the public record for the upcoming meeting.

Rule 9. Suspension of Rules of Procedure

Any of the rules of procedure may be suspended (by a two-thirds vote of the voting councilmembers present) to allow consideration of a matter unless doing so would violate the U.S. Constitution, Texas Constitution, and/or Federal or State Law.

Rule 10. Rules of Procedure

Except where in conflict with applicable law, the most recent version of Robert’s Rules of Order shall govern the proceedings of the City Council.

SECTION 2. It is hereby officially found and determined that the meeting at which this Resolution was considered was open to the public as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

SECTION 3. City of Woodcreek resolutions or parts of resolutions inconsistent or in conflict herein, are to the extent of such inconsistency or conflict, hereby repealed.

SECTION 4. This Resolution shall be effective immediately upon its passage.

Passed and approved, this, 12th day of July 2023 on a roll call vote of the City Council of Woodcreek, Texas.

City of Woodcreek:

Attest:

Jeff Rasco, Mayor

Suzanne Mac Kenzie

Council Meeting Agenda Item Cover Sheet

AGENDA ITEM SUBJECT/ TITLE:

Discuss and Take Appropriate Action on Updating the City of Woodcreek Code of Ordinances at Title III: Administration, Chapter 30: Officials, Employees, and Organizations, Ordinance Review Committee

AGENDA ITEM SUMMARY:

The Ordinance Review Committee has expressed an interest in the ability for their committee to review ordinances at their discretion should Council not have sent specific items or explicit direction. The purpose of this request is to maintain member engagement, participation, and interest by providing for a purpose in on-going monthly meetings. In addition, they would prefer the authority to conduct review of items they identify as in need of an update without the added step of "asking for Council permission," thus making city governance more efficient and streamline. They recognize they are an advisory body and therefore Council may not choose to act on their reports or recommendations should any be produced.

RECOMMENDATION:

Recommend that Council approve the Ordinance Update adjusting the Duties and Meetings section of the Ordinance Review Committee portion of the City of Woodcreek code of ordinances to allow them more autonomy and authority over their committee proceedings and agendas.

FINANCIAL IMPACT:

none

SUBMITTED BY:

Debra Hines

AGENDA TYPE:

New Business

COMPLETION DATE:
7/17/2023 11:20:48 AM

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY OF WOODCREEK, TEXAS, UPDATING TITLE III:
ADMINISTRATION, CHAPTER 30: OFFICIALS, EMPLOYEES, AND
ORGANIZATIONS - ORDINANCE REVIEW COMMITTEE; REPEALING ALL
ORDINANCES IN CONFLICT WITH THE PROVISIONS OF THIS ORDINANCE;
PROVIDING A SEVERABILITY CLAUSE.**

WHEREAS, The City of Woodcreek has in existence boards, commissions, and committees. These entities are advisory bodies to the City Council. The boards, commissions, and committees are accountable to the City Council, and, thereby, to the electorate.

WHEREAS, The City of Woodcreek seeks to be inclusive and transparent regarding its business.

WHEREAS, The City of Woodcreek values its citizens' talents, input, and ideas in helping shape our city.

WHEREAS, The City of Woodcreek seeks to involve its citizens in their local government.

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

1. FINDINGS OF FACTS

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

2. ENACTMENT

Chapter 30: Officials, Employees and Organizations, Ordinance Review Committee, of the Code of Ordinances of the City of Woodcreek is to read as Attachment A, which is attached hereto and incorporated into this Ordinance for all intents and purposes.

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 authorized and directed to record and publish the language of Chapter 30: Officials, Employees, and Organizations, Ordinance Review Committee, as amended by this Ordinance, in the City’s Code of Ordinances.

6. EFFECTIVE DATE

This Ordinance shall be effective immediately upon its passage.

7. PROPER NOTICE AND MEETING

It is hereby officially found and determined that the meeting at which this Ordinance was passed and attended by a quorum of the City Council, 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.

PASSED AND APPROVED this, the ____ day of July 2023, by a vote of ____ Ayes to ____ Nays to ____ Abstentions of the City Council of Woodcreek, Texas.

City of Woodcreek:

Attest:

Jeff Rasco, Mayor

Suzanne Mac Kenzie, City Secretary

ATTACHMENT A:

TITLE III: ADMINISTRATION

CHAPTER 30: OFFICERS, EMPLOYEES, AND ORGANIZATIONS

ORDINANCE REVIEW COMMITTEE

§ 30.70 POPULAR NAME.

This subchapter shall be commonly cited as the "Ordinance Review Committee Ordinance."

§ 30.71 PURPOSE.

The purpose of this subchapter is to create an Ordinance Review Committee which shall: (1) advise the City Council on the amending, creating, and rescinding ordinances; (2) secure public input in this process; and (3) promote transparency in the process of amending, creating, and rescinding ordinances. The Ordinance Review Committee shall be viewed as an independent body.

§ 30.72 CREATION AND COMPOSITION.

The Ordinance Review Committee is hereby created. The Ordinance Review Committee shall consist of seven members: five regular members and two alternate members. Each of Woodcreek's five Councilmembers shall make one regular member appointment to the Ordinance Review Committee. The Mayor will make two alternate member appointments to the Ordinance Review Committee, specifically a first and second alternate. All appointments shall be confirmed by a majority vote of the City Council. In the event any Councilmembers or the Mayor refuses to make an appointment, the vacancy may be filled by the majority vote of the remaining members of the City Council. No member of the Ordinance Review Committee may be a present member of the City Council.

§ 30.73 TERMS, RESIGNATION, VACANCY, AND REMOVAL.

(A) The terms of each member (regular and alternate) of the Ordinance Review shall be concurrent with the Councilmember who appointed each member and will expire upon the appointing Councilmember's term in office ending, either by expiration or resignation.

(B) Any member of the Ordinance Review Committee may resign by submitting written notice to the Chairperson of the Ordinance Review Committee. Resignation will be

effective when sent. Upon receipt of written notice of resignation, the Chairperson of the Ordinance Review Committee shall promptly send such resignation to the Mayor.

(C) If a vacancy occurs on the Ordinance Review Committee, the vacancy shall be filed by the Councilmember who appointed the resigning member.

(D) Members of the Ordinance Review Committee may be removed from the Ordinance Review Committee by a simple majority vote of the Councilmembers, and at a meeting of the Woodcreek City Council for which such a vote has been properly noticed.

§ 30.74 DUTIES AND MEETINGS.

(A) The Ordinance Review Committee shall meet to consider amending, creating, and rescinding ordinances they have been tasked to consider by the City Council. To accomplish these tasks, the Ordinance Review Committee shall study, investigate and develop a recommendation or plan in response to the task given to them by council, and under any deadlines established by the City Council. The Ordinance Review Committee should be prepared to provide monthly reports at regular meetings of the City Council. In the absence of explicit direction from the City Council, the Ordinance Review Committee may review ordinances at their discretion and provide recommendations to the City Council on their findings as part of the monthly reports.

(B) The Ordinance Review Committee shall meet at least once a month if they are presently considering amending, creating, and/or rescinding ordinances, but as often as necessary to accomplish the tasks at hand.

(C) Any recommendation of the Ordinance Review Committee regarding amending, creating, and/or rescinding ordinances shall result from a majority vote of the regular members of the Ordinance Review Committee. However, any recommendation of the Ordinance Review Committee regarding amending, creating, and/or rescinding ordinances is merely a recommendation and is not binding on the City Council. Any final decision on amending, creating, and/or rescinding ordinances rests with the City Council.

§ 30.75 OFFICERS.

(A) The Ordinance Review Committee shall choose its own officers from among its members. Officers shall be elected for terms of one year by majority vote of its membership present, including alternates. Officers shall include Chairperson and Vice-Chairperson.

(B) The Chairperson's sole duty shall be to preside over at all meetings in accordance with any rules the Ordinance Review Committee may establish. The Chairperson may vote. If the Chairperson fails or refuses to act, the Vice-Chairperson shall perform the duties of the Chairperson. If the Chairperson and Vice-Chairperson are absent, any committee member may be appointed by the committee to preside over the meeting. The committee shall keep minutes of its proceedings. A majority of the members shall be a quorum for the transaction of business.

§ 30.76 OPEN MEETINGS ACT.

The Ordinance Review Committee shall comply with the provisions of Tex. Gov't Code Ch. 551, commonly referred to as the Open Meetings Act, including posting notices and agendas. The Ordinance Review Committee agenda shall have a Public Comments section allowing the public the right to speak.

City Staff shall post a notice of quorum for all meetings of the Ordinance Review Committee so that all members of the governing body may attend all meetings of the Ordinance Review Committee.

Council Meeting Agenda Item Cover Sheet

AGENDA ITEM SUBJECT/ TITLE:

Discuss and Take Appropriate Action on Authorizing the Ordinance Review Committee to Review and Provide a Report for Suggested Updates on All Existing Parking Ordinances

AGENDA ITEM SUMMARY:

The Ordinance Review committee would like to be authorized to review and discuss our parking ordinances where ever the topic may appear in our code but specifically under Zoning and Chapter 70. There are inconsistencies they would like to address in addition to some possible needed updates.

RECOMMENDATION:

Recommend the Council direct Ordinance Review to take up Parking throughout the Code of Ordinances for review and possible report.

FINANCIAL IMPACT:

none

SUBMITTED BY:

Debra Hines

AGENDA TYPE:

New Business

COMPLETION DATE:

7/17/2023 10:26:17 AM

CHAPTER 70: TRAFFIC SCHEDULES

SCHEDULE I. TRUCK TRAFFIC; OVERSIZED VEHICLES.

(A) *Definitions.* For the purpose of this schedule, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

Commercial Truck. Any motor vehicle designed or used for the transportation of property, excluding a passenger bus, passenger automobile, motorcycle, panel delivery truck or pickup truck.

Motor Vehicle. Every vehicle that is self-propelled.

Semi-Trailer. Every vehicle of the trailer type so designated or used in conjunction with a motor vehicle that some part of its own weight and that of its own load rests upon or is carried by such motor vehicle.

Trailer. Every vehicle without motor power designed or used for carrying property or passengers wholly on its own structure for commercial use and designed to be drawn by a motor vehicle, excluding trailers used for recreational or agricultural purposes and/or trailers carrying commonly recognized recreational vehicles or agricultural products.

Truck. A commercial truck, semi-trailer, trailer, truck-tractor, cement mixer or any combination thereof.

Truck-Tractor. Every motor vehicle designed or used primary for drawing other vehicles and not so constructed as to carry a load other than a part of the weight of the vehicle and load so drawn.

Vehicle. Every mechanical device, in, upon or by which any person or property is or may be transported or drawn upon a public highway, including motor vehicles, commercial motor vehicles, trucks, truck-tractors, cement mixers, trailers and semi-trailers, but excepting devices moved by human power or used exclusively on stationary rails or tracks.

(B) *Compliance.* It shall be unlawful for any person to drive, operate or move, or to cause or permit to be driven, operated or moved, on any public street within the City any vehicle or combination of vehicles contrary to any of the regulations contained in this schedule.

(C) *Thru-truck restrictions, exemptions.*

(1) *Restrictions.* Except as allowed by the exemptions contained herein, no person shall operate a truck, truck tractor, semi-trailer or any combination thereof upon any municipal street within the corporate limits of the City. All thru-truck traffic is hereby prohibited, and persons are prohibited from using municipal streets as shortcuts or links between truck routes.

(2) *Exemptions.* The provisions of this schedule shall not apply:

- (a) To a vehicle traveling to or from a location which is off the truck route for the purpose of loading or unloading goods, wares or merchandise within the corporate limits of the City; provided, such vehicle is operated over the shortest practical route to and from a point on the truck route, if the operator of such vehicle has in his or her immediate possession evidence of the local destination and point of origin;
- (b) To emergency vehicles operating in response to any emergency call;
- (c) To vehicles operated by a public or private utility with an existing franchise agreement with the City while cruising in an assigned area for the purpose of inspecting the facilities of such utility or providing maintenance service to such facilities;

- (d) To vehicles operated for a public service, for example, garbage pickup, street repair and water service; and/or
 - (e) To empty vehicles that are legally parked at a driver's or owner's residence.
- (D) *Designated truck routes.* The following streets and sections of streets are designated as truck routes for the City:
- (1) From the northern City limits, the thru truck route is southbound on Ranch Road 12 to the southern City limits, and eastbound on Winter's Mill Parkway from its intersection with Ranch Road 12 to the eastern City limits; and
 - (2) In cooperation with, and at the request of, the City of Wimberley, the City's truck route continues to utilize portions of Ranch Road 12, Emergency Lane, FM 2325, Winter's Mill Parkway, and FM 3237.
- (E) *Erection of signs.* The City shall erect signs at such locations that are determined by City staff to be appropriate or necessary to carry out the purposes of this schedule that notifies the public that thru-trucks are prohibited.
- (F) *Penalty provision.* Any person, firm, corporation or other entity violating any provision of this schedule shall be deemed guilty of a misdemeanor and, upon conviction thereof, shall be fined a sum not exceeding \$500.00. Each day, or any part thereof, during which a violation of this schedule occurs shall constitute a separate offense. The penal provisions imposed under this schedule shall not preclude the City from filing suit to enjoin the violation. The City retains all legal rights and remedies available to it pursuant to local, state and federal law.
- (Ord. 12-172, 11-14-2012)

SCHEDULE II. STOP AND YIELD INTERSECTIONS.

- (A) *Traffic-control signs and devices.* The City Council hereby orders and directs that the traffic-control signs hereinafter set forth herein be placed, installed and erected at the locations designated, and that such sign and device be hereafter maintained and enforced by the City:

| <i>Sign</i> | <i>Location of Sign</i> | <i>Street and Traffic Controlled</i> |
|-------------|---|---|
| Stop | 2 on Augusta Lane, north and south, at Augusta Drive | Controls Augusta Lane at both ends |
| Stop | Augusta Drive at Brookhollow Drive | Controls Augusta Drive (south intersection) |
| Stop | 2 on Brookhollow Drive at Woodcreek Drive, going northeast and at Brookhollow for going southwest | Controls Brookhollow Drive |
| Stop | Brookhollow Drive at Par Circle | Controls Par Circle |
| Stop | Brookhollow Drive at Augusta Drive | Controls Brookhollow Drive (north intersection) |
| Keep Right | Island at 66 Brookhollow Drive | Controls Brookhollow Drive southbound traffic |
| Stop | Brookmeadow Drive at RR 12 | Controls Brookmeadow Drive |
| Stop | Brookmeadow Drive at Elmbrook Drive | Controls Elmbrook Drive |
| Stop | Brookmeadow Drive at Augusta Drive | Controls Brookmeadow Drive |
| Stop | 2 on Brookside Drive, north and south, at Brookmeadow Drive | Controls Brookside Drive |
| Stop | Canyon Creek Drive at Champions Circle | Controls Canyon Creek Drive |
| Stop | 2 on Champions Circle, east and west, at Woodcreek Drive | Controls Champions Circle at both intersections |

| | | |
|----------------|--|--|
| Stop | Champions Court at Champions Circle | Controls Champions Court |
| Stop | Country Lane at Brookhollow Drive | Controls Country Lane |
| Stop | Cypress Point Drive at Woodcreek Drive | Controls Cypress Point Drive |
| Yield | Cypress Point Drive at Cypress Point private alley, across from southwest corner of Lot 57 | Controls private alley |
| Stop | Cypress Point Drive at Cypress Point Drive, northeast corner of Lot 59 | Controls Cypress Point Drive |
| Stop | Cypress Point Drive at Cypress Point private alley, northeast corner of common area adjacent to Lot 43 | Controls private alley |
| Stop | Cypress Point Drive at Cypress Point private alley, across from southwest corner of Lot 41 | Controls private alley |
| Stop | Deerfield Drive at Woodcreek Drive | Controls Deerfield Drive |
| Stop | Doolittle Drive at Wildwood Circle | Controls Doolittle Drive |
| Stop | East Villa Meadow Drive at Brookmeadow Drive | Controls East Villa Meadow Drive |
| Stop | Jack Miller Drive at Doolittle Drive | Controls Jack Miller Drive |
| Stop | Jack Miller Drive at Brookhollow Drive | Controls Jack Miller Drive |
| Stop | LaRocca Lane, back exit at Jacobs Well Road | Controls LaRocca Lane |
| Stop | LaRocca Lane, back entrance at Augusta Drive | Controls LaRocca Lane |
| Stop | Overbrook Court at Brookhollow Drive | Controls Overbrook Court |
| Stop | Overlook Circle at Champions Circle | Controls Overlook Circle |
| Stop | Overlook Court at Palmer Lane | Controls Overlook Court |
| Stop | Palmer Lane, a circle, on west side at Champions Circle | Controls Palmer Lane |
| Stop | Palmer Lane, the east side of a circle, at Champions Circle | Controls Palmer Lane |
| Stop | Par View Drive at Woodcreek Drive | Controls Par View Drive |
| Keep Right | Island on Par View Drive | Controls Par View Drive southbound traffic |
| Stop | Pro Lane at Woodcreek Drive (3-way stop) | Controls Pro Lane |
| Stop | 2 on Shady Grove Lane, north and south, at Brookmeadow Drive | Controls Shady Grove Lane |
| Stop | Stonehouse Circle at Woodcreek Drive | Controls Stonehouse Circle |
| Stop | Tremont Trace at Champions Circle | Controls Tremont Trace |
| Stop | Westwood Drive at Pebblebrook Lane | Controls Westwood Drive |
| Stop | Westwood Drive at Brookhollow Drive | Controls Westwood Drive |
| Stop | Wilson Circle at Palmer Lane | Controls Wilson Circle |
| Stop | 2 on Woodcreek Drive at Brookhollow Drive, going northeast and southwest on Woodcreek Drive | Controls Woodcreek Drive |
| Stop | Woodcreek Drive at RR 12 | Controls Woodcreek Drive |
| Stop | Woodcreek Drive going west at Pro Lane (3-way stop) | Controls Woodcreek Drive |
| Stop | Woodcreek Drive going east at Pro Lane (3-way stop) | Controls Woodcreek Drive |
| Traffic signal | Woodcreek Drive at RR 12 | Controls Woodcreek Drive |

- (B) *Violations and penalties.* It is a violation of this schedule to enter a location controlled by a stop or yield sign from a street controlled by a stop or yield sign without stopping or yielding right-of-way as required. Any person, who tampers with, alters, removes, destroys or covers or hinders the visibility of any traffic-control device of the City in a manner which is inconsistent with its use as a traffic-control device violates this schedule. This schedule shall also apply to the taping of signs on the post portion of the stop or yield sign

that does not hinder or affect the visibility of the sign itself or the intersection. Any person who violates this schedule or part thereof shall be guilty of a misdemeanor and, upon conviction thereof, shall be punished by a fine of not less than \$1.00 and not to exceed \$200.00. Each incident of violation of this schedule shall constitute a separate offense.

(Ord. 11-159, 12-14-2011; Ord. 14-200, 9-10-2014)

SCHEDULE III. SPEED LIMITS.

- (A) *Speed regulation signs and devices.* The City Council hereby orders and directs that traffic regulation signs and devices be placed, installed and erected at the locations and areas sufficient to provide notice of the 25 mph maximum speed limit, and that each such sign and device be hereafter maintained and enforced by the City.
- (B) *Speed limit and regulation.* The City Council hereby adopts 25 mph as the maximum prima facie speed limit for all public streets and roadways within the City limits as of the date of approval of this schedule; provided that, 15 mph shall be the maximum prima facie speed limit for any alley within the City limits. Therefore, it shall be unlawful for any person to drive or operate a motor vehicle upon any public street or roadway within the City limits at a speed greater than 25 mph. Further, it shall be unlawful for any person to operate or drive a motor vehicle upon any alley within the City limits at a speed greater than 15 mph.
- (C) *Damage to public property.* It shall be illegal for any person to knowingly or intentionally damage public streets, roadways or any sign posted by the City for the regulation of traffic. Any person who knowingly, intentionally or recklessly causes damage to public streets, roadways or any sign posted thereon for the regulation of traffic shall be responsible for the costs of repair.
- (D) *Penalty.* Any person who violates any of the provisions of this schedule shall be guilty of a misdemeanor and, upon conviction thereof, shall be punished by a fine of not less than \$50.00, nor more than \$200.00. Each day of violation and each incident of violation of this schedule shall constitute a separate offense.

(Ord. 06-99, 5-10-2006)

SCHEDULE IV. CITY PARKING.

- (A) No vehicle shall be allowed to park in a public street, alley, or public right-of-way.
- (B) Parking on private property of buses, commercial vehicles, trailers, boats, motor homes, RVs, campers, jet skis and the like is prohibited, unless inside a fully enclosed garage or storage space or behind privacy fencing on a durable surface, except on a temporary basis. Temporary shall be defined as not to exceed seven 24-hour periods total in any 30-day period.
- (C) A long-term parking permit may be obtained from the city for work and commercial vehicles, except for those meant to hold human excrement, on private property for a renewable period of six months at a cost of \$50.00 per parking permitted work vehicle.

In order to obtain a long-term parking permit for a work vehicle the property owner must show that:

- (1) They have enough durable-surfaced parking space to accommodate all vehicles of the residence and the work vehicle and one additional guest parking space; and
- (2) That the work vehicle is needed for work purposes for a member of the household; and
- (3) Parking of said vehicle shall not result in a dangerous obstruction of view of the public right-of-way.

- (D) Parking of automobiles, trucks, buses, trailers, mobile homes, recreational or commercial vehicles on publicly owned right-of-way, park or greenbelt is prohibited except under the following conditions:
- (1) Parking of personal automobiles and trucks will be allowed along the street right-of-way in front of a residential property if the vehicles are pulled off the street pavement and no part of the vehicle projects out over the street pavement.
 - (2) Residential property owners may elect to surface parking space in the right-of-way with a pervious cover, such as gravel or crushed granite.
 - (3) Parking of personal vehicles shall be allowed on publicly owned rights-of-way, parks, and greenbelts with paved or pervious parking spaces provided by the City, subject to the restrictions of any posted signs.
- (E) Junked Vehicles. "Junked vehicle" means a vehicle that is self-propelled and does not lawfully have attached to it an unexpired license plate and a valid motor vehicle inspection certificate and is wrecked, dismantled, or partially dismantled or discarded or inoperable and has remained inoperable for more than: 72 consecutive hours, if the vehicle is on public property, or 30 consecutive days, if vehicle is on private property. (Texas Transportation Code § 683.071)

A junked vehicle, including a part of a junked vehicle, that is visible at any time of the year from a public place or public right-of-way:

- (1) Is detrimental to the safety and welfare of the public;
- (2) Tends to reduce the value of private property;
- (3) Invites vandalism;
- (4) Creates a fire hazard;
- (5) Is an attractive nuisance creating a hazard to the health and safety of minors;
- (6) Produces urban blight adverse to the maintenance and continuing development of municipalities; and
- (7) Is a public nuisance. (Texas Transportation Code § 683.072)

A person commits an offense if the person maintains a public nuisance described above as Junked Vehicle. The offense is a misdemeanor punishable by a fine not to exceed \$200.00.

The court shall order abatement and removal of the nuisance on conviction. (Texas Transportation Code Sec. 683.073)

- (F) Erection of signs. The City may erect signage of such design, placement, and location as may be required by law, and any other signage as City staff may determine appropriate or necessary, to notify the public.
- (G) Two-hour parking signs. In order to promote safer driving in the vicinity of the public parking spaces at Deerfield Drive and Woodcreek Drive, and Champions Circle at Woodcreek Drive, the City shall erect signs reading "2 Hour Parking - Violators will be towed at vehicle owner's expense".
- (H) Penalty. Any person violating any provision of this schedule shall be subject to the penalties and provisions in § 10.99 of this Code of Ordinances, unless otherwise expressed in this chapter or State Statute.

(Ord. 15-207, 5-13-2015; Ord. 19-257, 3-13-2019; Ord. No. 22-304 , 3-9-2022)

SCHEDULE V. MOTORIZED CARTS.

(A) Definitions.

City. The City of Woodcreek, Texas, a general-law municipality in Hays County, Texas.

City Limits. The incorporated, municipal boundaries of the City.

Driver. The person driving and having physical control over the golf/motorized cart.

Driver's License. An authorization issued by a state for the operation of a motor vehicle. The term includes a temporary license or instruction permit; and an occupational license.

Golf Cart. A motor vehicle designed by the manufacturer primarily for transporting persons on a golf course, as defined by the Texas Transportation Code.

Motorized Cart. Those electric, gasoline, or battery-powered carts that are not golf carts, commonly referred to as Gators or side-by-sides, equipped with side-by-side seating for the use of the driver and passenger(s), designed to propel itself with at least four tires in contact with the ground, and designed by the manufacturer for off-highway use only.

Owner. The person holding title to the motorized cart.

Street. The public roadways of the City of Woodcreek by whatever name, e.g. road, alley, avenue, highway, route boulevard, and the like that (a) has a posted speed limit of 35 miles per hour or less; or (b) provides for no more than two lanes of vehicular traffic per direction; or (c) is not designed as part of either the state or federal highway system.

(B) *Operation of golf carts and motorized carts.*

- (1) *Operation on public streets.* The City hereby authorizes the operation of golf carts and motorized carts on public streets in accordance with state law.
- (2) *Prohibition.* It shall be a violation of the law for any person to operate a golf cart or motorized cart on public streets in a manner contrary to state law or this schedule.

(C) *Golf cart and motorized cart requirements.*

- (1) *Driver requirements.* Every driver of a golf cart or motorized cart must hold a valid drivers license as required by this schedule.
- (2) *Owner requirements.* Every owner of a golf cart or motorized cart is prohibited from permitting the use or operation of a golf cart or motorized cart in violation of this schedule.

(D) *Enforcement.*

- (1) *Civil and criminal penalties.* The City shall have the power to administer and enforce the provisions of this schedule as may be required by governing law. Any person violating any provision of this schedule is subject to suit for injunctive relief as well as prosecution for criminal violations.
- (2) *Criminal prosecution.* Any person violating any provision of this schedule shall, upon conviction, be fined a sum not exceeding \$500.00. An offense under this schedule is a Class "C" misdemeanor.
- (3) *Civil remedies.* Nothing in this schedule shall be construed as a waiver of the City's right to bring a civil action to enforce the provisions of this schedule and to seek remedies as allowed by law.

(Ord. 17-240, 12-13-2017)