

AGENDA
NOTICE OF MEETING OF THE CITY COUNCIL OF
SHAVANO PARK, TEXAS

This notice is posted pursuant to the Texas Open Meetings Act. Notice hereby given that the City Council of the CoSP, Texas will conduct a Regular Meeting on Monday, September 17, 2018 immediately following the Crime Control & Prevention District meeting scheduled at 6:00 p.m. at 900 Saddletree Court, Shavano Park City Council Chambers for the purpose of considering the following agenda:

1. CALL MEETING TO ORDER

2. PLEDGE OF ALLEGIANCE AND INVOCATION

3. CITIZENS TO BE HEARD

The City Council welcomes “Citizens to be Heard.” If you wish to speak, you must follow these guidelines. **As a courtesy to your fellow citizens and out of respect to our fellow citizens, we request that if you wish to speak that you follow these guidelines.**

- Pursuant to Resolution No. 04-11 citizens are given three minutes (3:00) to speak during “Citizens to be Heard.”
- Only citizens may speak.
- Each citizen may only speak once, and no citizen may pass his/her time allotment to another person.
- Direct your comments to the entire Council, not to an individual member.
- Show the Council members the same respect and courtesy that you expect to be shown to you.

The Mayor will rule any disruptive behavior, including shouting or derogatory statements or comments, out of order. Continuation of this type of behavior could result in a request by the Mayor that the individual leave the meeting, and if refused, an order of removal. In compliance with the Texas Open Meetings Act, no member of City Council may deliberate on citizen comments. (Attorney General Opinion – JC 0169)

4. CITY COUNCIL COMMENTS

Pursuant to TEX. GOV'T CODE §551.0415(b), the Mayor and each City Council member may announce city events/community interests and request that items be placed on future City Council agendas. “Items of Community Interest” include:

- expressions of thanks, congratulations, or condolences;
- information regarding holiday schedules;
- an honorary or salutary recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in status of a person’s public office or public employment is not honorary or salutary recognition for purposes of this subdivision;
- a reminder about an upcoming event organized or sponsored by the governing body;

- information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality or county; and
- announcements involving an imminent threat to the public health and safety of people in the municipality or county that has arisen after posting of the agenda.

5. PRESENTATIONS, COMMENDATIONS AND ANNOUNCEMENTS

- 5.1. Proclamation - Fire Prevention Week - Mayor Werner**
- 5.2. Recognition - Police staff in capture of attempted home burglars - Chief Ray Lacy / Mayor Werner**

6. REGULAR AGENDA ITEMS

- 6.1. Public Hearing / discussion / action – Ordinance No. O-2018-011 approving and adopting the proposed 2018 Town Plan as the City’s Comprehensive Plan as recommended by the Planning and Zoning Commission (first reading) - Chairman Janssen**
- 6.2. Public Hearing - Crime Control & Prevention District Budget of the City of Shavano Park Crime Control and Prevention District for FY 2018-19**
- 6.3. Discussion / action - Resolution R-2018-008 adopting the Crime Control and Prevention Budget of the City of Shavano Park Crime Control & Prevention District for FY 2018-19 - City Manager**
- 6.4. Public Hearing - Proposed Annual Operating and Capital Budget - FY 2018-19**
- 6.5. Discussion / action - Ordinance No. O-2018-009 approving and adopting a budget for the City of Shavano Park, Texas for the fiscal year beginning October 1, 2018 and ending September 30, 2019; making appropriations for each fund and department; establishing a Sinking Fund for existing city financial obligations; providing for the levying and collection of a sufficient tax to pay the interest and on such Sinking Fund obligations; repealing conflicting ordinances; providing a savings and severability clause; and declaring an effective date (Record Vote) (final reading) - City Manager**
- 6.6. Discussion / action - Adopt Resolution R-2018-009 setting the City of Shavano Park 2018 total Tax Rate of \$0.287742 with the Maintenance & Operation rate being \$0.273279 and the Interest & Sinking rate being \$0.014463. (Record Vote) - City Manager**
- 6.7. Record vote to ratify the property tax increase reflected in the FY 2018-19 budget (Record Vote) - City Manager**

- 6.8. Discussion / action - Ordinance No. O -2018-010 by the Aldermen of the City of Shavano Park, Texas, authorizing the issuance of “City of Shavano Park, Texas General Obligation Refunding Bonds Series 2018”, levying an annual ad valorem tax, within the limitations prescribed by law, for the payment of the bonds; prescribing the form, terms, conditions, and resolving other matters incident and related to the issuance, sale, and delivery of the bonds; authorizing the execution of a paying agent/ registrar agreement, a purchase and investment letter, and an escrow deposit letter; complying with the letter of representations on file with the depository trust company; delegating the authority to certain members of the board of Aldermen and city staff to approve and execute certain documents relating to the sale of the bonds; authorizing the executions of any necessary engagement agreements with the City’s financial advisors and/or Bond Counsel; and providing an effective date – City Manager**
- 6.9. Discussion - Ordinance prohibiting the use of hand-held mobile communication devices and portable electronic devices while operating a motor vehicle by adding Article 32 to Chapter 7 of the City Code of Ordinances of the City of Shavano Park, Texas, providing a fine of up to \$200.00 per violation, providing an effective date, and other matters in connection therewith - Ald. Heintzelman**
- 6.10. Discussion / action – Reallocating funds planned for Environmental Friendly Parking to Electrical improvements and approval for boring of electrical conduit - City Manager / Public Works Director**

7. CITY MANAGER’S REPORT

All matters listed under this item are considered routine by the City Council and will only be considered at the request of one or more Aldermen. Coincident with each listed item, discussion will generally occur.

- 7.1. Building Permit Activity Report**
- 7.2. Fire Department Activity Report**
- 7.3. Municipal Court Activity Report**
- 7.4. Police Department Activity Report**
- 7.5. Public Works Activity Report**
- 7.6. Finance Report**

8. CONSENT AGENDA

All matters listed under this item are considered routine by the City Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired by

any Alderman on any item, that item will be removed from the consent agenda and will be considered separately.

- 8.1. Approval – Special City Council Meeting Minutes, August 21, 2018**
- 8.2. Approval - Special City Council Meeting Minutes, August 27, 2018**
- 8.3. Approval - City Council Meeting Minutes, August 27, 2018**
- 8.4. Approval – Special City Council Meeting Minutes, September 6, 2018**
- 8.5. Approval - Special City Council Meeting Minutes, September 10, 2018**
- 8.6. Approval - Ordinance O-2018-008 amending the Fee Schedule adjusting Permitting Fees (final reading)**

9. ADJOURNMENT

Executive Sessions Authorized: 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 TEX. GOV'T 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 TEX. GOV'T CODE §551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

Attendance by Other Elected or Appointed Officials:

It is anticipated that members of City Council or other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.

The facility is wheelchair accessible and accessible parking spaces are also available in the front and sides of the building. The entry ramp is located in the front of the building. Sign interpretative services for meetings must be made 48 hours in advance of the meeting. Call the City Secretary at 210-493-3478 x240 or TDD 1-800-735-2989.

CERTIFICATE:

I hereby certify that the above Notice of Meeting was posted on the City Hall bulletin board on the 14th day of September 2018 at 10:00 a.m. at a place convenient and readily accessible to the

general public at all times, and to the City's website, www.shavanopark.org, in compliance with Chapter 551, Texas Government Code

Zina Tedford
City Secretary

POTENTIAL FUTURE AGENDA ITEMS

No Items listed as a potential future agenda item will be considered unless listed as a regular agenda item. Alderman please contact City staff to add new or reconsider old agenda items. Pending agenda items for consideration at subsequent Council meetings may include one or more of the following:

- a. Discussion / action - Selection Boards, Commissions, and Committees - October**
 - 1.1.1. Planning & Zoning Commissions – Four appointments, two-year terms**
 - 1.1.2. Water Advisory Committee - Three appointments (Water System Users only), two-year term.**
 - 6.10.3 Board of Adjustments - Two appointments and two alternates, two-year terms**
 - 6.10.4 Investment Committee - One appointment for two-year term**
 - 6.10.5 Tree Committee - To Be Determined - minimum seven (7) total residents**
- b. Ordinance O-2018-011 revising small cell node Design Manual - October**
- c. Ordinance O-2018-012 adopting the International Fire Code with exceptions - October**
- d. Report on litigation, Texas ARD MOR Properties LP ET AL vs. Lockhill Ventures LLC, Case Number 2014-CI-10796. (Possible Executive Session pursuant to TEX. GOV'T CODE §551.071, Consultation with Attorney) – Open**
- e. Designation of City of Shavano Park Official Paper - Annual October**
- f. Disposal of City Equipment / Furniture - Annual October**
- g. Adoption of Official City Holiday Schedule – Annual November**
- h. Setting the dates for the City sponsored events (Arbor / Earth Day / Independence Day / National Night Out / Holiday) Annual November**
- i. Approval of the yearly tax roll - Annual November**
- j. Consideration for transfer portions of Fund Balance to Capital Replacement / Improvement Fund - Annual January**
- k. Records Retention Policy - Annual January**
- l. Revisions to Employee Handbook - Annual January**
- m. Schedule the Annual City-Wide Garage Sale – Annual January**
- n. Appointment of Council Appointed Positions - Annual January**

- o. Crime Control Prevention District funding placed on ballot - January 2019**
- p. Street Maintenance Fund funding placed on the ballot - January 2022**
- q. Shavano Park Police Department 2017 Racial Profiling Report - Annual February**
- r. City of Shavano Park Investment Policy - Annual February**
- s. Shavano Park Commercial and Residential Development Semi-annual Presentation - Bitterblue, Inc. / Denton Communities – February / August**
- t. Set City Manager Annual Performance and Salary Review for April – Annual March**
- u. City Manager Annual Review / Salary for April - Annual April**
- v. Annual Budget Calendar - Annual May**
- w. Approval of Financial Account Signatures - Annual June**
- x. Annual Compensation Review - Annual June Workshop**
- y. Update from Republic Services on Fees and Recycle - Annual August**
- z. City Council adoption of organizational chart - Annual August**
- aa. Shavano Park Commercial and Residential Development Semi-annual Presentation - Bitterblue, Inc. / Denton Communities – February / August**
- bb. Annual Report on Republic Service Recycling and CPI Fee adjustments - Annual September**
- cc. Resolution adopting the Crime Control and Prevention Budget of the City of Shavano Park Crime Control & Prevention for FY - Annual September**
- dd. Ordinance approving and adopting a budget for the City of Shavano Park, Texas for the fiscal year beginning October 1, 2017 and ending September 30, 2018 - Annual September**
- ee. Resolution adopting the City of Shavano Park Effective Tax Rate (Record Vote) - Annual September**
- ff. Record vote to ratify the property tax rate reflected in the FY 2016-17 Budget (Record Vote) - Annual September**
- gg. Selection - Boards, Commissions, and Committees - Annual September**

CITY OF SHAVANO PARK

PROCLAMATION

WHEREAS, the City of Shavano Park, Texas, is committed to ensuring the safety and security of all those living in and visiting the City of Shavano Park; and

WHEREAS, fire is a serious public safety concern both locally and nationally, and homes are the locations where people are at greatest risk from fire; and

WHEREAS, home fires killed 2,735 people in the United States in 2016, according to the National Fire Protection Association (NFPA), and fire departments in the United States responded to 352,000 home fires; and

WHEREAS, the majority of U.S. fire deaths (4 out of 5) occur at home each year; and

WHEREAS, the fire death rate per 1000 home fires reported to U.S. fire departments was 10 percent higher in 2016 than in 1980; and

WHEREAS, the City of Shavano Park residents should identify places in their home where fires can start and eliminate those hazards; and

WHEREAS, working smoke alarms cut the risk of dying in reported home fires in half; and

WHEREAS, the City of Shavano Park residents should install smoke alarms in every sleeping room, outside each separate sleeping area, and on every level of the home; and

WHEREAS, the City of Shavano Park residents should listen for the sound of the smoke alarm and when it sounds respond by going outside immediately to the designated meeting place;

WHEREAS, the City of Shavano Park residents who have planned and practiced a home fire escape plan are more prepared and will therefore be more likely to survive a fire; and

WHEREAS, the City of Shavano Park first responders are dedicated to reducing the occurrence of home fires and home fire injuries through prevention and protection education; and

WHEREAS, the City of Shavano Park residents are responsive to public education measures and are able to take action to increase their safety from fire, especially in their homes; and

WHEREAS, the 2018 Fire Prevention Week theme, “Look. Listen. Learn. Be aware – fire can happen anywhere™” effectively serves to remind us that we need to take personal steps to increase our safety from fire.

THEREFORE, I, Robert Werner, Mayor of the City of Shavano Park, Texas do hereby proclaim October 7-13, 2018, as Fire Prevention Week throughout this city, and I urge all the people of Shavano Park to be aware of their surroundings, look for available ways out in the event of a fire or other emergency, respond when the smoke alarm sounds by exiting the building immediately, and to support the many public safety activities and efforts of the City of Shavano Park’s fire and emergency services during Fire Prevention Week 2018.

Robert Werner
Mayor

CITY COUNCIL STAFF SUMMARY

Meeting Date: September 17, 2018

Agenda item: 5.2

Prepared by: Chief Ray Lacy

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION: Recognition of police staff in capture of attempted home burglars - Chief Ray Lacy



Attachments for Reference:

BACKGROUND / HISTORY: On Saturday September 1, 2018 at 5:30am, the patrol staff responded to a home burglary in progress in the Shavano Creek area. Officers quickly converged upon the area within 3 minutes, and through the coordinated effort of both the night shift and oncoming day shift officers, were able to capture three suspects. Also recovered was the vehicle they had hidden, which had been stolen ten days earlier in San Antonio.

Due to the dedication and resolve of these officers, we have removed three felons from the streets of Shavano Park. Criminal prosecution cases are pending on all three suspects.

DISCUSSION: For their outstanding performance of duty, the Shavano Park Police Department wishes to recognize with the Chief's Award of Excellence to: Sergeant Blanca DeLeon, Sergeant Ricardo Flores, Corporal Jaime Villanueva, Officer Gilbert Cantu, Officer Carlos Martinez, Officer Roland Quintanilla.

COURSES OF ACTION: N/A

FINANCIAL IMPACT: N/A

MOTION REQUESTED: N/A

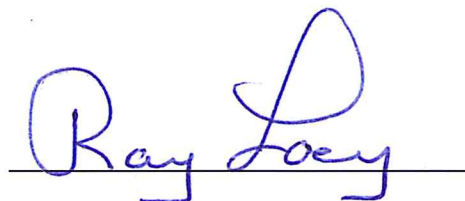
SHAVANO PARK POLICE DEPARTMENT

POLICE CHIEF'S AWARD OF EXCELLENCE PRESENTED TO

Sergeant Blanca De Leon

*For outstanding performance of duty and professional service to the
Citizens of the City Shavano Park and the Shavano Park Police Department*

AWARDED THE 17TH DAY OF SEPTEMBER, 2018



Ray Lacy, Chief of Police

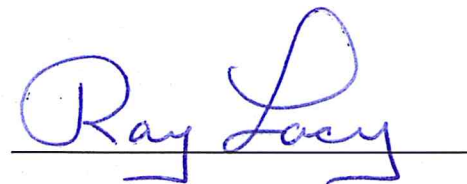
**SHAVANO PARK
POLICE DEPARTMENT**

**POLICE CHIEF'S AWARD OF EXCELLENCE
PRESENTED TO**

Sergeant Ricardo Flores

*For outstanding performance of duty and professional service to the
Citizens of the City Shavano Park and the Shavano Park Police Department*

AWARDED THE 17TH DAY OF SEPTEMBER, 2018



Ray Lacy, Chief of Police

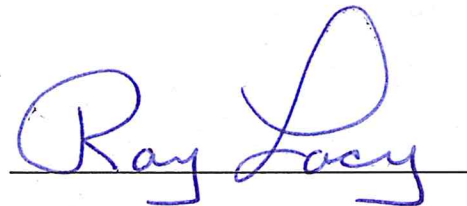
SHAVANO PARK
POLICE DEPARTMENT

POLICE CHIEF'S AWARD OF EXCELLENCE
PRESENTED TO

Corporal Jaime Villanueva

*For outstanding performance of duty and professional service to the
Citizens of the City Shawano Park and the Shawano Park Police Department*

AWARDED THE 17TH DAY OF SEPTEMBER, 2018



Ray Lacy, Chief of Police

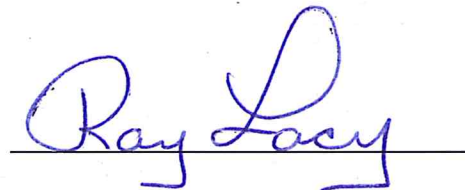
**SHAVANO PARK
POLICE DEPARTMENT**

**POLICE CHIEF'S AWARD OF EXCELLENCE
PRESENTED TO**

Police Officer Roland Quintanilla

*For outstanding performance of duty and professional service to the
Citizens of the City Shawano Park and the Shawano Park Police Department*

AWARDED THE 17TH DAY OF SEPTEMBER, 2018



Ray Lacy, Chief of Police

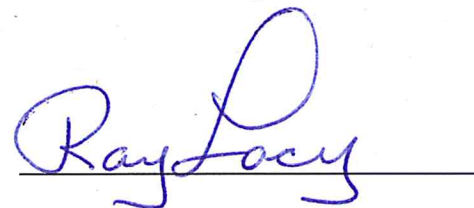
SHAVANO PARK
POLICE DEPARTMENT

POLICE CHIEF'S AWARD OF EXCELLENCE
PRESENTED TO

Police Officer Carlos Martinez

*For outstanding performance of duty and professional service to the
Citizens of the City Shawano Park and the Shawano Park Police Department*

AWARDED THE 17TH DAY OF SEPTEMBER, 2018



Ray Lacy, Chief of Police

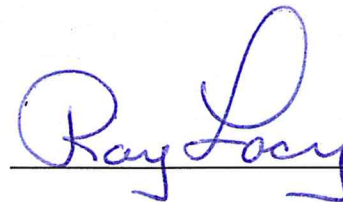
SHAVANO PARK
POLICE DEPARTMENT

POLICE CHIEF'S AWARD OF EXCELLENCE
PRESENTED TO

Police Officer Gilbert Cantu

*For outstanding performance of duty and professional service to the
Citizens of the City Shawano Park and the Shawano Park Police Department*

AWARDED THE 17TH DAY OF SEPTEMBER, 2018



Ray Lacy, Chief of Police

CITY COUNCIL STAFF SUMMARY

Meeting Date: September 17, 2018

Agenda item: 6.1

Prepared by: Curtis / Chairman Janssen

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION:

Public Hearing – Ordinance No. O-2018-011 approving and adopting the proposed 2018 Town Plan as the City’s Comprehensive Plan as recommended by the Planning and Zoning Commission

Discussion / action – Ordinance No. O-2018-011 approving and adopting the proposed 2018 Town Plan as the City’s Comprehensive Plan as recommended by the Planning and Zoning Commission - Chairman Janssen

X

Attachments for Reference:

- 1) 6.1a Local Schools section – track changes
- 2) 6.1b Ordinance O-2018-010
- 3) 6.1c Exhibit A 2018 Town Plan
- 4) 6.1c 2010 Town Plan

BACKGROUND / HISTORY: Updates highlighted in yellow.

At the March 27, 2017 City Council meeting, Council approved an action to update and revise the town plan. Motion approved: “adopt a comprehensive plan by an amending ordinance and following City Council and Planning & Zoning hearings, a town plan for 2017 and future years.”

At the April 24, 2017 City Council meeting Chairman Janssen presented to City Council a plan for updating the Town Plan with the initial concept of holding a series of public hearing on the major sections of the plan over several months. This plan was followed with no significant problems.

- **July 2017 – FOCUS: Community Vision, Goals & SWOTs**
 - *PRE-BRIEF:* Hike & Bike Trails and Sidewalks Update
- **August – FOCUS: Hike & Bike Trails and Sidewalks**
 - *PRE-BRIEF:* Development Update - Denton Communities and Bitterblue
 - **CONSENSUS REVIEW:** Community Vision, Goals & SWOTs
- **September – FOCUS: Residential and Commercial Development**
 - *PRE-BRIEF:* Drainage Study Results - KFW Engineering
 - **CONSENSUS REVIEW:** Hike & Bike Trails and Sidewalks
- **October – FOCUS: Flooding and Drainage**
 - *PRE-BRIEF:* City’s Municipal Tract - Feasibility Study and Survey Results
 - **CONSENSUS REVIEW:** Residential and Commercial Development

- **November – FOCUS: City’s Municipal Tract**
 - *PRE-BRIEF*: NW Military Highway Improvement Plan Update
 - CONSENSUS REVIEW: Flooding and Drainage
- **December – FOCUS: NW Military Highway improvements – TxDOT**
 - CONSENSUS REVIEW: City’s Municipal Tract
- **January 2018 – No Focus**
 - CONSENSUS REVIEW: NW Military Highway improvements

During February - July 2018 the Planning & Zoning Commission reviewed the survey results from the fall and reviewed drafted sections of the Town Plan. This section-by-section review facilitated reading and review of the Town Plan document by the Commission. Numerous edits submitted by Commissioners were reviewed by the Commission, consensus gained and edits implemented by staff.

On August 1, 2018 the Planning & Zoning Commission voted 8 – 0 recommending approval of the 2018 Town Plan draft.

DISCUSSION: At the August 27, 2018 City Council meeting accepted a presentation from Chairman Janssen of the Planning & Zoning Commission. The Local Schools portion of the Town Plan draft was updated to include all nearby private schools and feature Hobby & Clarke public schools. A track changes version of the updated local schools section is included as attachment 6.2a with a clean updated 2018 draft presented in attachment 6.2b (for easier reading).

In addition staff crafted Ordinance O-2018-010 adopting the Town Plan document as the City’s Comprehensive Plan on Chapter 213 of the Local Government Code. Adopting the Town Plan under this Chapter in Texas law requires a public hearing and adoption by ordinance. Lastly the adoption as the Comprehensive Plan under Chapter 213 required adding the following to note on pages 14 and 44 before the City presented future development tracts:

Sec. 213.005. NOTATION ON MAP OF COMPREHENSIVE PLAN. A map of a comprehensive plan illustrating future land use shall contain the following clearly visible statement: "A comprehensive plan shall not constitute zoning regulations or establish zoning district boundaries."

This 63-page document is the product of over a year’s worth of work by the Planning & Zoning Commission and City staff. This document, moreover, is shaped by significant input from residents. 631 resident responses to six Town Plan online surveys were received, and over 100 residents attended six Town Plan Public Hearings.

Chairman Janssen will formally present the 2018 Town Plan draft to City Council at the August 27, 2018 meeting.

COURSES OF ACTION: Update and discussion item only

FINANCIAL IMPACT: N / A

MOTION REQUESTED: Approve Ordinance No. O-2018-011 approving and adopting the proposed 2018 Town Plan as the City's Comprehensive Plan as recommended by the Planning and Zoning Commission

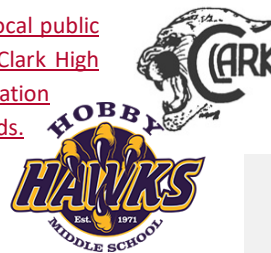
Local Schools

Shavano Park is entirely within the Northside Independent School District (NISD), an award-winning school system and one of South Texas' premier school districts. NISD is the state's fourth largest school district, covering 355 square miles, operating 117 public schools and enrolling 106,066 children in the 2017-2018 school year. NISD provides excellence in education and is an accredited school district by the Texas Education Agency. The accreditation status is based on the academic accountability rating and financial ratings.



Blattman Elementary School, located in the northeastern part of Shavano Park, is part of NISD. Blattman Elementary received recognition as #7 on the list of best San Antonio Elementary Schools in 2017, as reported by the *San Antonio Express-News* in June 2017.

Shavano Park's local public middle school is Hobby Middle School and local public high school is Thomas C. Clarke High School. Twice in the past years, Clark High School was one of twelve high schools nominated by the Texas Education Agency as the best in the state to compete for national presidential awards. Both schools have achieved excellent records in many extracurricular and co-curricular activities including athletics, band, speech, drama, pep squad, languages, math, science, and literary competitions.




BASIS



TMI
EPISCOPAL

~~1604 and is Center.~~
~~to teaching a~~
~~college acceptance rate.~~

Shavano Park is also surrounded by a number of high quality private, religious and charter schools. These schools include: TMI Episcopal, St. Mary's Hall, Cornerstone Christian School, Basis Curriculum, St. Matthew's, Antonian and others. ~~is a private religious school located north of Loop only about a mile and a half away from Shavano Park's City Cornerstone Christian School includes grades K-12, is dedicated "Christian Worldview Curriculum", and currently boasts a 100%~~

As of 2018, Basis Curriculum Park on Lockhill Selma (see  **St. Matthew CATHOLIC SCHOOL** picture) is still under construction. Basis Curriculum, a charter school that provides a S.T.E.M. based education, is currently building a campus near the intersection of Lockhill Selma Road and Indian Woods. Basis Shavano Campus will include grades 6 through 12 and hope to provide their students with “the best possible educational foundation to be independent and resourceful problem solvers and to face future challenges.”

Of these many exceptional private schools, two are within a half mile of Shavano Park. Basis Curriculum on Lockhill-Selma is a charter school that provides a S.T.E.M. based education. The campus includes grades 6 through 12 and provides “the best possible education foundation to be independent and resourceful problem solvers and to face future challenges.” Cornerstone Christian Schools includes grades Kindergarten through 12 and is dedicated to teaching a “Christian Worldview Curriculum,” and currently boasts a 100% college acceptance rate.

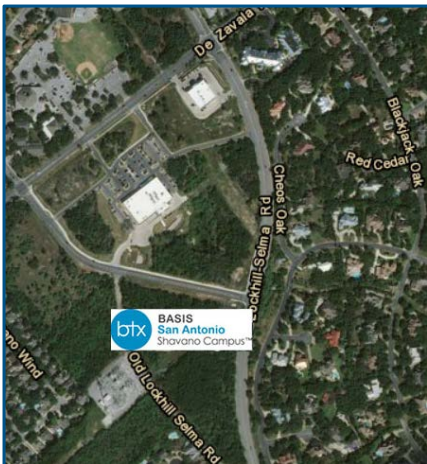
Formatted: Font: 14 pt, Bold, Underline

Transportation

The City of Shavano Park is ideally located within commuting distances to major shopping centers, restaurants, banks, schools, the Medical Center, and the University of Texas at San Antonio. Additionally, the VIA Metropolitan Transit Authority provides transportation services from numerous locations within Shavano Park to locations throughout the metropolitan area of San Antonio.

The City’s three major thoroughfares are NW Military Highway, Lockhill Selma Road, and De Zavala Road. Based on the 2016 traffic map as prepared by TxDOT, our City’s traffic count at the intersection of

NW Military Highway and De Zavala Road was 18,947 vehicles per day. With continued growth



ORDINANCE NO. O-2018-011

AN ORDINANCE ESTABLISHING THE CITY OF SHAVANO PARK'S TOWN PLAN 2018 AS THE CITY'S COMPREHENSIVE PLAN; PROVIDING A CUMULATIVE & CONFLICTS CLAUSE, PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Shavano Park may adopt a Comprehensive Plan under Chapter 213 of the Texas Local Government Code; and

WHEREAS, the City's Town Plan 2018 document has been thoroughly crafted and reviewed by the City's Planning & Zoning Commission; and

WHEREAS, the City Council of the City of Shavano Park desires the Town Plan 2018 document to serve as the comprehensive plan for long-rang development of the City;

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

I

COMPREHENSIVE PLAN

The City hereby approves and adopts Town Plan 2018, attached as Exhibit A, in all respects as the City's Comprehensive Plan.

II

CUMULATIVE CLAUSE

That this ordinance shall be cumulative of all provisions of the City of Shavano Park, Texas, except where the provisions of this Ordinance are in direct conflict with the provisions of such Ordinance, in which event the conflicting provisions of such Ordinance are hereby repealed.

III

SEVERABILITY

That it is hereby declared to be the intention of the City Council of the City of Shavano Park that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance

should be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs or sections of the Ordinances, since the same would have been enacted by the City Council without incorporation in this ordinance of any such unconstitutional phrases, clause, sentence, paragraph or section.

IV
PROPER NOTICE AND MEETING

It is hereby officially found and determined that the meeting at which this Ordinance was adopted 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, Chapter 551 of the Texas Government

V
EFFECTIVE DATE

This ordinance shall be effective upon passage and publication as required by State and Local law.

PASSED AND APPROVED on the first reading by the City Council of the City of Shavano Park this the 17th day of September, 2018.

PASSED AND APPROVED on the second reading by the City Council of the City of Shavano Park this the ____th day of _____, 2018.

ROBERT WERNER, MAYOR

Attest:

ZINA TEDFORD, CITY SECRETARY

Approved as to Form:

CHARLES E. ZECH, CITY ATTORNEY



TOWN PLAN

CITY OF SHAVANO

PARK

City Living with Country Charm



2018

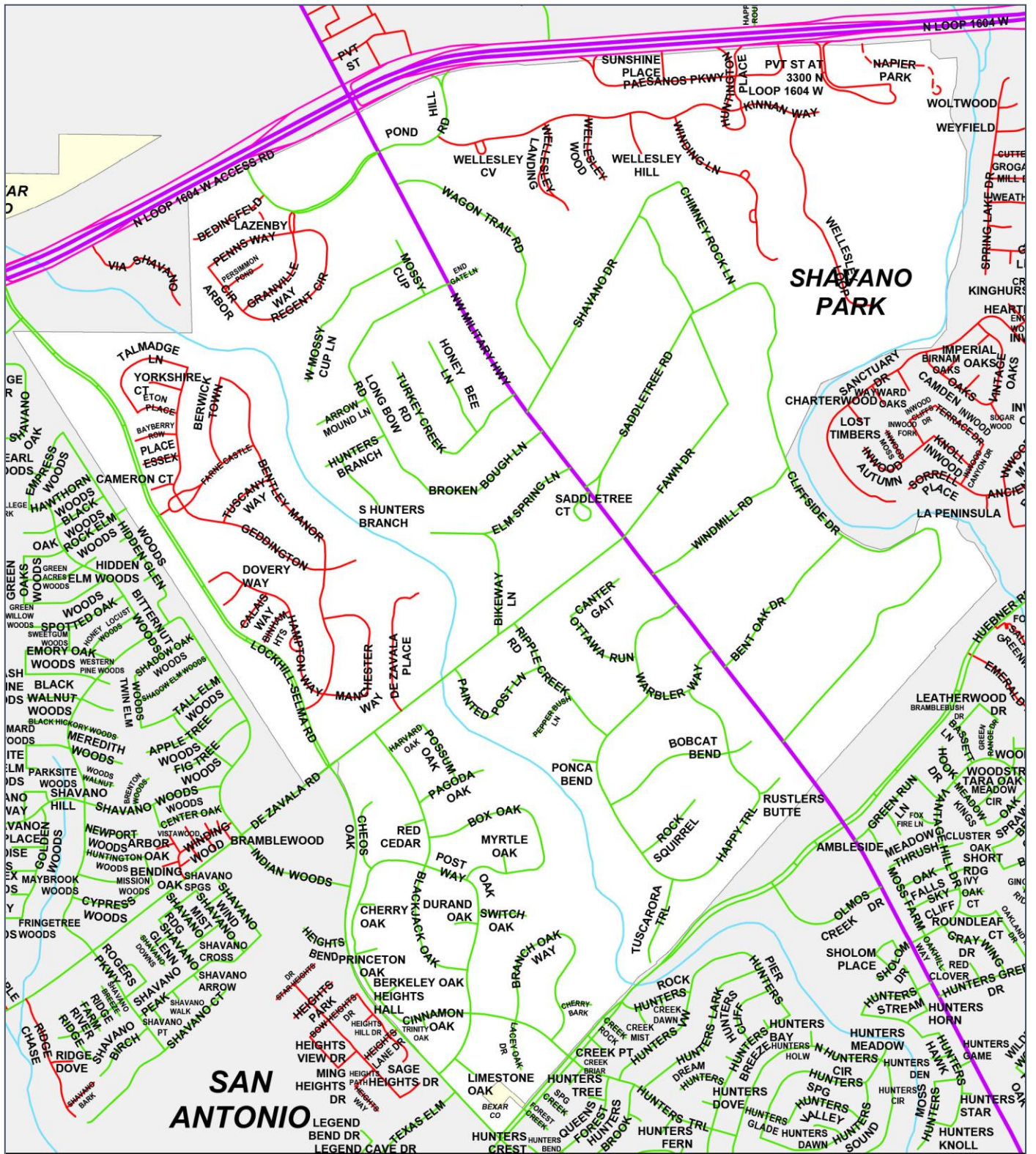


Table of Contents

INTRODUCTION

1

COMMUNITY VISION AND STRATEGIC GOALS

4

HISTORY

7

STRENGTHS, WEAKNESSES, OPPORTUNITIES, AND THREATS

9

DEMOGRAPHICS

10

EXISTING CONDITIONS

12

ACHIEVEMENTS AND AWARDS

21

PLANNING AREA – SIDEWALKS AND BIKE LANES

24

PLANNING AREA – NW MILITARY HIGHWAY

29

PLANNING AREA – RESIDENTIAL DEVELOPMENT

34

PLANNING AREA – COMMERCIAL DEVELOPMENT

43

PLANNING AREA – FLOODING AND DRAINAGE

48

PLANNING AREA – MUNICIPAL TRACT IMPROVEMENTS

54

ACKNOWLEDGEMENTS

60

Introduction



Purpose of Planning

Is to proactively anticipate and set the foundation for future improvements to our community for our residents and other stakeholders. Planning is a management process, concerned with defining goals for our future direction and determining the resources required to achieve those targets. Planning always has a purpose. By remembering our City's history and planning for its future, we hope to meet the long-term needs of our City's residents and businesses.

Purpose of the Town Plan

Is to present a vision that shapes our community concerning the major opportunities and challenges of our City, including: sidewalks and bike lanes; the City's residential and commercial development; addressing flooding and drainage problems; the Municipal Tract; and improving safety and drivability on NW Military Highway.



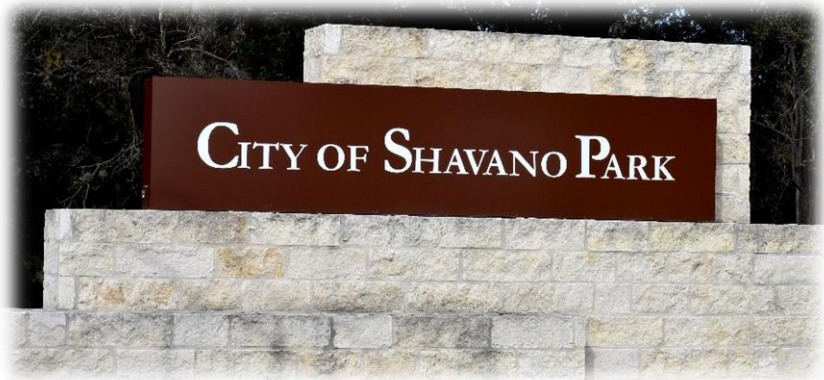
As a formal City document our Town Plan sets forth general issues and action steps stating our collective vision for the future. The Plan provides a foundation for our City's long-term growth and development with long-range public policy statements for implementation over the next decade.



This document updates the 2010 Town Plan with new resident input and the substantial progress made in planning areas identified in the original Town Plan. This document is shaped by our residents who participated in the development of this Town Plan and it represents our collective vision for the City's future.

Public Participation and Input

Public participation in the development of this document was a top priority for the Planning & Zoning Commission, City Council, and residents. The entire community was invited to participate through online surveys and public hearings. Social media was a large part of the outreach for the 2018



Town Plan, with the City's Next Door, Facebook and Twitter accounts playing prominent roles in dispersing information regarding how and where residents could participate. This mix of online and face-to-face input allowed residents multiple opportunities to participate at their convenience. City staff received 631 responses to six Town Plan online surveys, and over 100 residents participated in the six Town Plan Public Hearings in the fall of 2017.

In addition, KFW Engineers & Surveying and the Texas Department of Transportation made presentations at public hearings to provide professional and technical details on some aspects of the Town Plan. These presentations ensured residents and the Planning & Zoning Commission had all the facts before them when discussing long-term planning for topics in the 2018 Town Plan.



1950 Real Estate Advertisement

Plan Review Process

The City's Planning & Zoning Commission will review the Plan periodically, and at such other times as requested by the City Council. We anticipate that future decisions affecting the City will be consistent with the policies established in this Plan. If City Council approves future projects which differ from the Plan's original intent, the City Council will amend the Plan to reflect those changes.

On March 27, 2017, the City Council directed the Planning & Zoning Commission to update the 2010 Town Plan, thus initiating this process. The update process was conducted by the Planning & Zoning Commission from June 2017 to August 2018.

Community Vision and Strategic Goals



Developing our Community Vision

The Planning & Zoning Commission together with City Staff issued an online survey of residents and hosted a public hearing to review the City's current Vision Statement. Citizen feedback was crucial to forming the new Vision Statement and amending the strategic goals previously developed by City Council. After gaining consensus by the Commission, the City Council adopted the new Vision Statement and City Strategic Goals in the Fiscal Year 2017-18 Budget.



Vision

Shavano Park strives to be the premier community in Bexar County, preserving and celebrating its natural setting and small town traditions amid the surrounding area's urban growth.

This vision is an aspirational description of what the City endeavors to be in the future. It is intended to serve as an overarching guide. The City embraces two core aspirations in our vision statement:

First, Shavano Park *strives to be the premier community in Bexar County*. The City aspires to become the premier place in Bexar County to raise a family in strong neighborhoods, to be a permanent home for many generations, to provide a welcoming community for quality businesses, and provide first-class services to our community. This involves supporting community events, encouraging citizen involvement, and providing the amenities necessary to retain current residents and attract future ones.

Second, Shavano Park *preserves and celebrates its natural setting and small town traditions* amid the surrounding area's urban growth. The City embraces our past as a small rural community while recognizing the challenges of the future, especially concerning the growth and development of the surrounding San Antonio metro area. This involves maintaining large residential lot sizes, preventing the conversion of residential lots to multi-family and business uses and continuing efforts to protect the City's trees and wildlife.



View from Cliffside Drive in Shavano Park

City Strategic Goals

These goals are adopted by the City Council each year as a part of the City's annual budget process. During the 2018 Town Plan update process, the Planning & Zoning Commission held a public hearing and gathered input from residents. Several minor changes resulted. The following are the City's strategic goals:



1. Provide excellent municipal services while anticipating future requirements;
2. Provide and protect a city-wide safe and secure environment;
3. Preserve City property values, protect fiscal resources and maintain financial discipline;
4. Maintain excellent infrastructure (buildings, streets and utilities);
5. Enhance and support commercial business activities and opportunities;
6. Enhance the City's image and maintain a rural atmosphere;
7. Promote effective communications and outreach with residents; and
8. Mitigate storm water runoff.

These broad aspirational goals should guide all City actions. Each budget year the City Council, with input from City staff, determines a number of actionable objectives under each goal. The City Manager then provides in the spring of each year a report to City Council on the progress and achievements made towards each objective.



2018 Arbor Day / Earth Day Celebration

Official Slogan

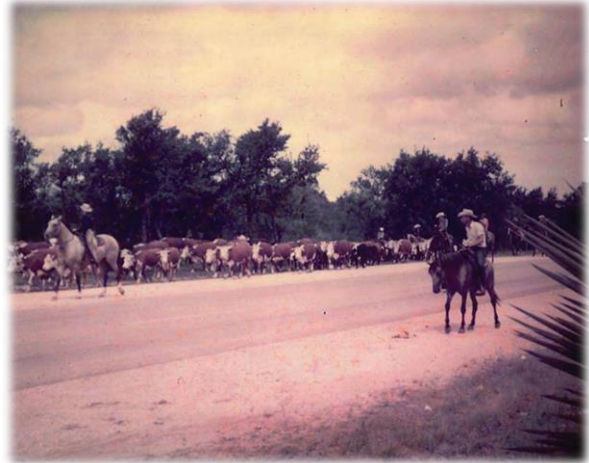
On July 23, 2018 the City adopted *Shavano Park – City Living with Country Charm* as its official City slogan after a four month public involvement campaign. The slogan captures the essence of living in Shavano Park for many of our residents who voted it as the best slogan of five options. Shavano living is convenient access to employment, retail and entertainment of the San Antonio metro while residing on quiet, dark streets and large spacious lots reminiscent of the Country. The slogan also points towards Shavano Park’s history as a quiet country town situated on ranch land between Camp Bullis and San Antonio.

History



City History

The City of Shavano Park (originally known just as Shavano) is located in northwest Bexar County at the edge of the Texas Hill Country, approximately twelve miles north of downtown San Antonio, and along the Olmos and Salado Creeks. In the 1800's, A. De Zavala operated a general store just west of our city limits. In 1881, the U.S. Postal Service opened a post office nearby, with De Zavala as the first postmaster. In 1884, the San Antonio and Aransas Pass Railway established a small rail station and switch. During that period, Shavano was a stagecoach stop between San Antonio and Boerne. The original town had a saloon, carpenter, grocer and fifty residents. By 1896 the population grew to nearly 100 residents, before beginning a gradual decline.



1958 Cattle Drive on NW Military Highway

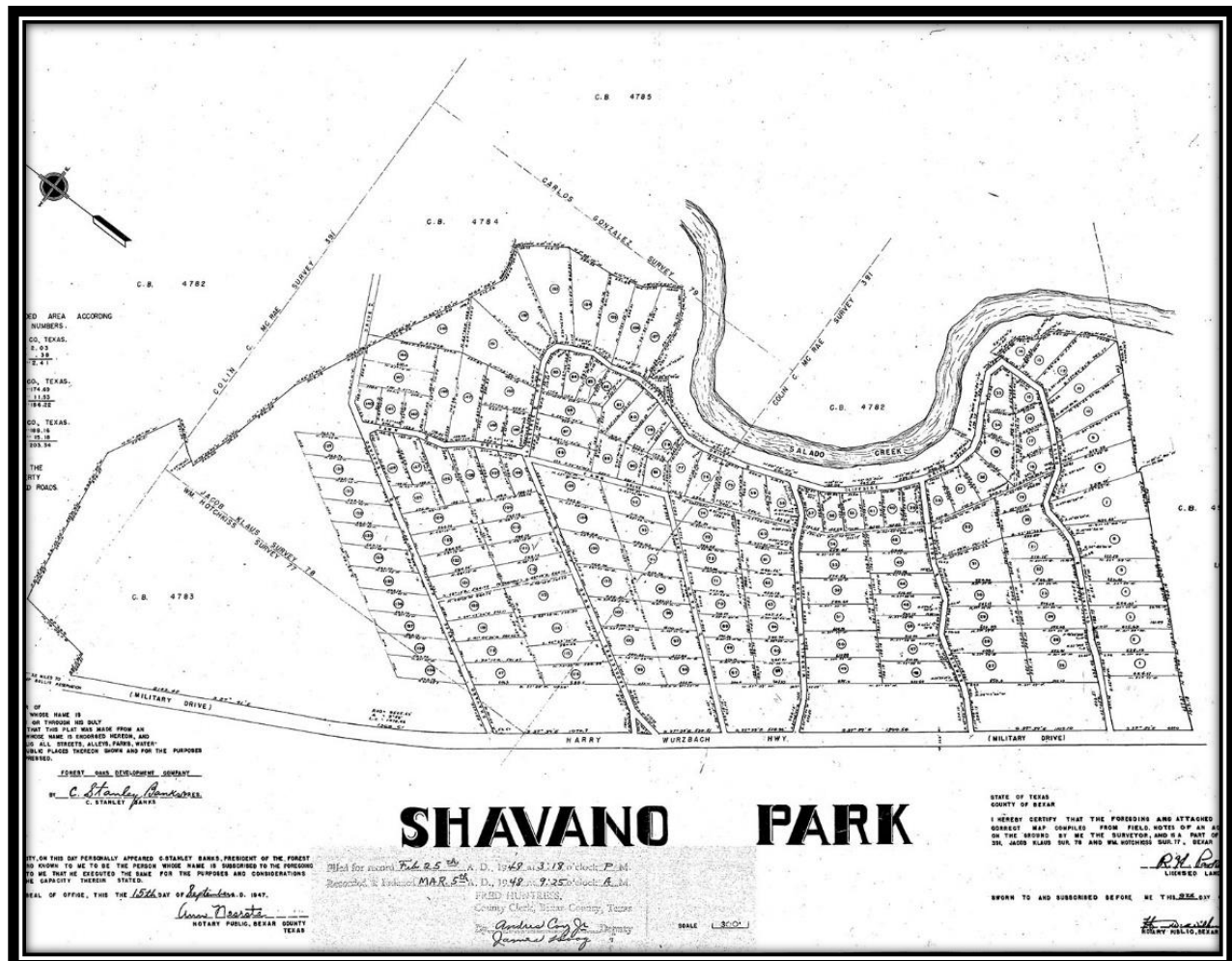


Shavano Park Volunteer Fire Department in 1952

By 1903, the Postal Service closed the post office and the site of the later township of Shavano Park became part of the Stowers Ranch. George Arthur Stowers came to Texas in 1889 and opened several successful furniture stores. The land Stowers acquired was originally part of a Spanish land grant. In 1947, Wallace Rogers and Sons purchased the land with plans for additional development. At that time, the road system consisted of only NW Military Highway and De Zavala Road, and residential development had begun in the Cliffside subdivision east of NW Military Highway. On June 19, 1956, the City of Shavano Park was incorporated as a General Law City. In the mid-1960s, additional roads were added, including Loop 1604 to the north, Lockhill Selma Road to the west and Huebner Road to the south.

Today, the City of Shavano Park is completely surrounded by the City of San Antonio. The City's boundaries are generally Loop 1604 to the north, Huebner Road to the south, Lockhill Selma to

the west and Salado Creek to the east. The City encompasses approximately 3.3 square miles of land and has an estimated 3, 793 residents. The City has come a long way from the rural cluster of homes east of NW Military Highway, as can be seen in this 1948 property plat of the original homes.



Original Plat of Shavano Park from 1948

Digital Archives

BiblioTech, Bexar County's all-digital public library, worked with the 26 suburban cities of San Antonio, to create individual digital anthologies. Together, these anthologies reflect and preserve the rich, diverse histories found in Bexar County. The project launched in 2018 to coincide with the 300th anniversary of the founding of San Antonio. To see the rich history of Shavano Park visit <http://bexarbibliotecharchive.org/>. This project was a joint effort by City Staff and volunteer residents. It includes sections on the City's military influence, personal histories written by residents, newsletters from 1966 to present, photographs, and the Shavano Park Women's Club.

Strengths, Weaknesses, Opportunities, and Threats



2018 Town Plan: Strengths, Weaknesses, Opportunities, and Threats

For the 2018 Town Plan, residents and the Planning & Zoning Commission re-evaluated the strengths, weaknesses, opportunities, and threats (SWOTS) for the City of Shavano Park. This exercise helps the City identify those areas where energies and efforts should be focused.

Strengths

- Rural Character
- Location/Access
- Outstanding Municipal Services
- Quality Development
- Safety and Security

Weaknesses

- NW Military Highway Congestion
- Limited Future Residential and Commercial Development
- Disproportionate aging population
- Pedestrian Accessibility
- Drainage

Opportunities

- Collaborate with TxDOT on NW Military Highway Expansion
- The Municipal Tract located in the City's center
- Promote City identity & image
- Work with the City of San Antonio/Bexar County
- Engage with Developers/Property Owners to Meet City Long-term Needs

Threats

- Other Governments Impacting the City
- Crime
- Traffic Congestion
- San Antonio Growth
- Nearby Developments

In the future the City will strive to sustain these strengths, address and correct these weaknesses, pursue new opportunities, and recognize and explore solutions to community threats.

Demographics



Demographic Analysis

Residents are the most important aspect of our community. Demographic and other information regarding our City's residents provides a fundamental understanding of the nature of our community.

Population Growth

Shavano Park has experienced a 24% increase in population between the years of 2010 and 2017. Our population has grown through implementation of our annexation program adopted in 1999 and development of new neighborhoods. These new neighborhoods are nearly built out and the City is dedicated to sustaining large lots with single family homes, so the City's population is expected to remain stable in the future. The City's zoning prohibits multi-family developments.

Population, 1970-2017

Year	Population	Change	% Change
1970	881		
1980	1,448	567	64%
1990	1,708	260	18%
2000	1,754	46	3%
2010	3,035	1,281	73%
2017*	3,793	758	24%
* = estimated			
Source: United States Census Bureau			



*A home in
old
Shavano*

Growth factors include the City's location in the majestic and beautiful foothills of the Hill Country in northern Bexar County, proximity to three major highways (Loop 1604, IH 10, and Wurzbach Parkway), the prestigious Northside Independent School District, easy commutes to employment centers and the airport, and plentiful shopping nearby.

Demographic Characteristics

Shavano Park is a highly educated community with a strong presence of military veterans and their families.

<i>Social Characteristics</i>	Number	Percent	Texas
Population	3,793		
Median Age	48.5		
High school degree or higher	(X)	97.5%	82.3%
Bachelor's degree or higher	(X)	70.1%	28.1%
Military veterans	327	9.5%	5.35%

Nearly double the Texas average. Shavano truly is a community of veterans.

Source: Population figure from United States Census Bureau, 2017 Population Estimates

Rest of data from United States Census Bureau, American Community Survey 2016 Estimates

Shavano Park is an affluent community in a prime location with easy access to nearby businesses, parks, and the highway system of the greater San Antonio metropolitan area.

<i>Economic Characteristics</i>	Number	Percent	Texas
Number of Companies	333		
Mean travel time to work (in minutes)	20.6		25.9
Median household income (in U.S. dollars)	\$161,964		\$54,727

5 minutes less than the Texas average.

More than triple the Texas median.

Source: United States Census Bureau, American Community Survey 2016 Estimates

Shavano Park is comprised of strong residential neighborhoods. These property values are high because the community is safe, secure, has large lots, and enjoys outstanding municipal services.

<i>Housing Characteristics</i>	Shavano Park	Bexar County
Total occupied housing units	1,350	
Average value (in U.S. dollars)	\$691,512	\$211,078

More than triple the Bexar County average.

Source: The Bexar County Appraisal District, Certified Totals from 2018

Existing Conditions



Ad Valorem Tax Rate

For tax year 2017, the ad valorem tax rate in the City was \$0.287742 per \$100 valuation. Shavano Park's ad valorem tax rate is lower than many neighbor Bexar County cities and the Texas average, but the City still offers superior services in fire, emergency medical services, police, and public works.

<u>City</u>	<u>2017 Rate</u>
San Antonio	0.558270
Hollywood Park	0.510081
Castle Hills	0.501345
Olmos Park	0.432785
Alamo Heights	0.386439
Terrell Hills	0.347673
Fair Oaks Ranch	0.329500
<i>Shavano Park</i>	<i>0.287742</i>

Texas Average 2016
Rate

0.494406

*Source: Texas Comptroller
of Public Accounts*

Source: Bexar Appraisal District

Zoning

The City's zoning districts are designed so that residential and commercial developments meet the needs and desires of residents by providing for high-quality office, retail, and dining services, and single-family homes with both large and small lot configurations. Residential zoning is solely comprised of single-family residential classifications, as multi-family zoning is prohibited by City ordinance. Commercial zoning is located predominately along Lockhill Selma Road and Loop 1604, with limited additional commercial zoning located at the northeast and southeast corners of Lockhill Selma and De Zavala Roads.

The City's zoning districts are as follows:

Zoning District	Zoning Use
A-1, A-2, A-3, A-4, A-5 PUD	Single Family Residential District
CE	Single Family Cottage Estate Residential District
O-1	Office District
B-1	Business District
B-2	Business District
M-U	Municipal Utility District
MXD	Mixed Use District

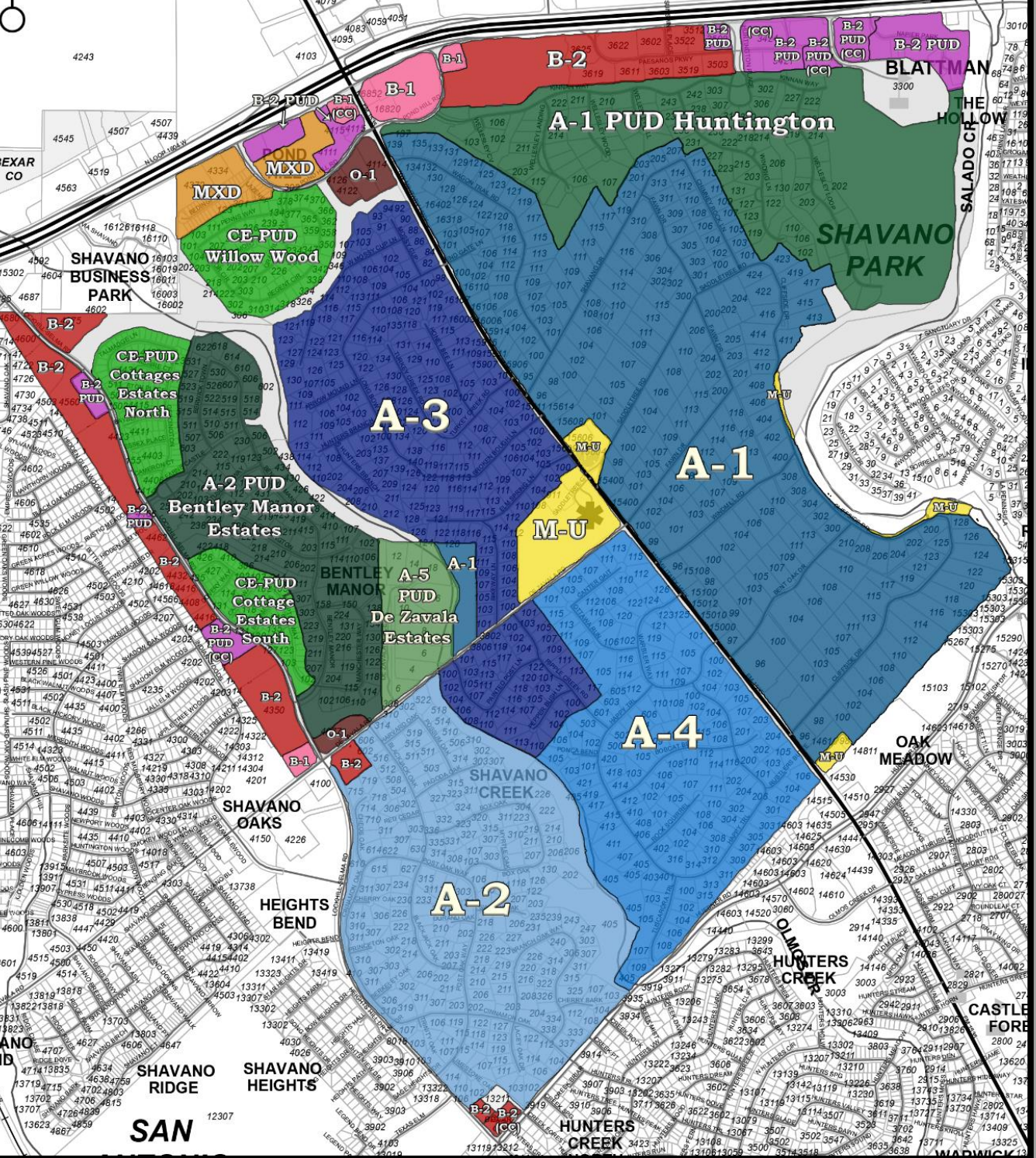
The City's newer residential developments are all either Planned Unit Developments (PUDs) or are zoned as Mixed Use zoning districts (MXD). These PUDs and MXDs give developers flexibility in designing and building quality gated communities that provide multiple home and lot configurations. For details on residential neighborhoods, see page 34 and for commercial developments, see page 43.

Residential Neighborhoods	Zoning
Old Shavano	A-1, A-3
Huntington	A-1 PUD
Shavano Creek	A-2
Bentley Manor	A-2 PUD
Shavano Estates	A-4
De Zavala Estates	A-5 PUD
Bentley Manor Cottage Estates	CE PUD
Willow Wood	CE PUD
Pond Hill Garden Villas	MXD



***Tower
entrance to
Huntington***

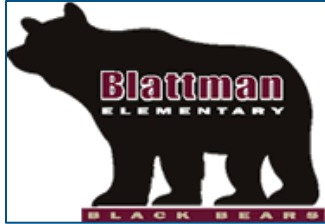
○



Note: A comprehensive plan shall not constitute zoning regulations or establish zoning district boundaries.

Local Schools

Shavano Park is entirely within the Northside Independent School District (NISD), an award-winning school system and one of South Texas' premier school districts. NISD is the state's fourth largest school district, covering 355 square miles, operating 117 public schools and enrolling 106,066 children in the 2017-2018 school year. NISD provides excellence in education and is an accredited school district by the Texas Education Agency. The accreditation status is based on the academic accountability rating and financial ratings.



Blattman Elementary School, located in the northeastern part of Shavano Park, is part of NISD. Blattman Elementary received recognition as #7 on the list of best San Antonio Elementary Schools in 2017, as reported by the *San Antonio Express-News* in June 2017.

Shavano Park's local public middle school is Hobby Middle School and local public high school is Thomas C. Clarke High School. Twice in the past years, Clark High School was one of twelve high schools nominated by the Texas Education Agency as the best in the state to compete for national presidential awards.

Both schools have achieved excellent records in many extracurricular and co-curricular activities including athletics, band, speech, drama, pep squad, languages, math, science, and literary competitions.



Shavano Park is also surrounded by a number of high quality private, religious and charter schools. These schools include: TMI Episcopal, St. Mary's Hall, Cornerstone Christian School, Basis Curriculum, St. Matthew's, Antonian and others.



Of these many exceptional private schools, two are within a half mile of Shavano Park. Basis Curriculum on Lockhill-Selma is a charter school that provides a S.T.E.M. based education. The campus includes grades 6 through 12 and provides "the best possible education foundation to be independent and resourceful problem solvers and to face future challenges." Cornerstone Christian Schools includes grades Kindergarten through 12 and is dedicated to teaching a "Christian Worldview Curriculum," and currently boasts a 100% college acceptance rate.

Transportation

The City of Shavano Park is ideally located within commuting distances to major shopping centers, restaurants, banks, schools, the Medical Center, and the University of Texas at San Antonio. Additionally, the VIA Metropolitan Transit Authority provides transportation services from numerous locations within Shavano Park to locations throughout the metropolitan area of San Antonio.

The City's three major thoroughfares are NW Military Highway, Lockhill Selma Road, and De Zavala Road. Based on the 2016 traffic map as prepared by TxDOT, our City's traffic count at the intersection of NW Military Highway and De Zavala Road was 18,947 vehicles per day. With continued growth in the City of San Antonio, and with increased traffic congestion on its main thoroughfares, NW Military Highway, De Zavala Road, and Lockhill Selma Road have experienced significant increases in their traffic counts. In 2010, the traffic count at the intersection of NW Military Highway and De Zavala Road was 10,500 vehicles per day. This means traffic at this intersection has increased 80% in just six years. During the busiest times of the day, when the traffic count is at its highest, residents along NW Military Highway often find it difficult to safely turn onto or off NW Military Highway. This safety hazard for residents is the primary motivation for the City partnering with TxDOT on a project to widen NW Military Highway and create a continuous center turn lane (see details on page 29). In addition in 2018 TxDOT is providing a west bound turnabout for the intersection of Loop 1604 Frontage Road and NW Military Highway. These projects should improve the traffic flow in our City.

Dark Skies

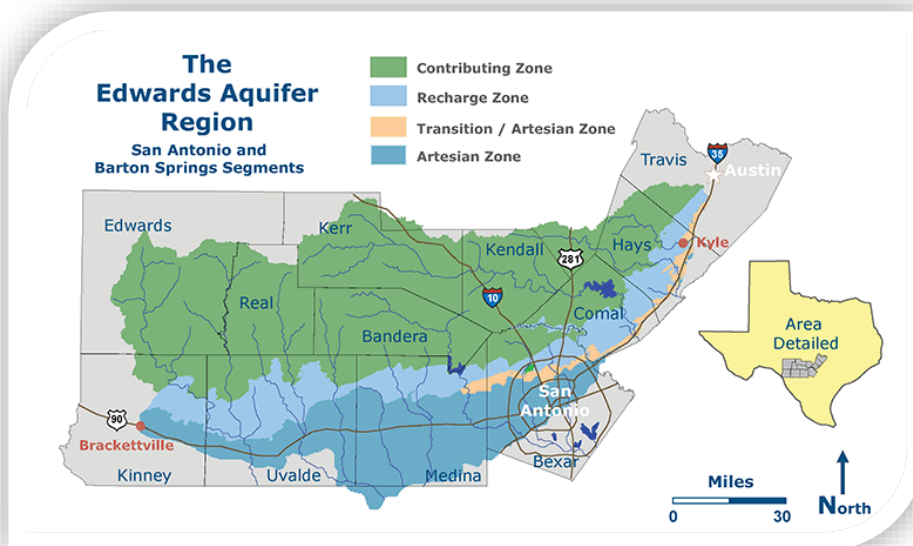
The United States Army expressed concern regarding its ability to conduct night training exercises because of excessive outdoor lighting within a five-mile perimeter of Camp Bullis. Shavano Park is located within this five-mile corridor, and in 2009, our City Council established regulations for outdoor lighting impacting Camp Bullis. These regulations support the United States Army and the community of Shavano Park benefits from the reduction of light pollution in the City.



*San Antonio
region at night.*

*Night Lights
imagery by
NASA's Earth
Observatory.*

Edwards Aquifer Recharge Zone



The Edwards Aquifer is an underground layer of porous, honeycombed, water-bearing rock that is between 300-700 feet thick. The City is located entirely over the environmentally sensitive Edwards Aquifer Recharge Zone that stretches across north Bexar County. All developments over the recharge zone are regulated by the Edwards Aquifer Authority (EAA) and require Water Pollution Abatement Plans. The City considers protecting the Aquifer a serious duty, and ensures all developments meet EAA and Texas Commission on Environmental Quality (TCEQ) standards. Towards these efforts, in 2017 the City built a rain garden at City Hall to collect runoff from the City Hall parking lot.

Tree Preservation

One of our City's greatest assets are our beautiful heritage trees. Trees maintain our attractive rural character, protect against soil erosion, and offer shade to homes. During the town plan process, residents made numerous comments about how our trees contributed to the allure and beauty of Shavano Park. In addition to these heritage trees, groves of "second generation trees" are found throughout the City.



Primarily established native trees within the City include: Live Oaks with a scattering of Burr, Red and Post Oaks, as well as Bald Cypress, Mountain Laurels, Texas Persimmons and Cedar Elms. A diversity of tree species is desirable because it not only adds to the aesthetic quality of the City, but it also helps prevent the widespread devastation caused by single species disease or infestation. By ordinance, sixteen native trees are protected as heritage trees during commercial development. Commercial business developers are required to conduct a tree survey of the development site and identify the location and diameter of all heritage trees. During development, 25% of the collective diameter of trees must be preserved. In addition ordinance requires preserved heritage trees be protected from damage during construction. These preserved heritage trees add to the lushness and pleasantness of the City's neighborhoods and commercial areas.



In 2005, the City adopted a tree preservation ordinance to protect certain trees during commercial development. This ordinance set the requirements for tree preservation that all commercial developments must follow. Developments are required to submit a tree survey to the City and mitigate any loss of heritage trees, as defined by ordinance, with the planting of new trees.



In 2015, the City adopted a Public Tree Care ordinance that created the Citizen's Tree Committee of Shavano Park. This committee provides advice and input regarding possible oak wilt, tree trimming and generally accepted urban forestry practices. This ordinance also granted the City Manager the authority and responsibility to oversee the planting, pruning, maintenance, and removal of trees

on public property. This ordinance ensures that the City's beautiful and lush trees are protected on public and commercial property.



In 2016 the Shavano Park Citizen's Tree Committee spearheaded the City's efforts to become a Tree City USA. This program, administered by the Arbor Day Foundation since 1976, recognizes communities committed to sound urban forestry management. Over 3,400 communities are a part of this program. A community is required to maintain a tree board, have a community tree ordinance, spend at least \$2 per capita on urban forestry and celebrate Arbor Day.

Sustainable Development

Residents have also expressed support for new sustainable development ideas. The City plans to work with residents in this endeavor without creating a financial burden on the City's budget.

As of October 2015, all new residences are required to be solar-ready. A solar-ready home is a residence that comes with pre-installed electrical infrastructure necessary for the installation of solar panels. By installing the necessary conduit and panels during construction, thousands of dollars are saved by a homeowner when installing solar panels in the future. The mandate costs builders around \$200 dollars; pocket change when compared to the thousands of dollars it would cost to install solar panels once construction of the home is complete. Shavano Park is one of the few cities in Texas to require all developers to build solar-ready homes.

In 2016, the City lowered the cost of purchasing solar permits to \$150 instead of using a valuation-based permitting fee that charged one homeowner a \$1000 to permit. This substantially lowered the cost of installing solar panels in Shavano Park.

Finally, the City also maintains and updates its building and fire codes to the latest versions from the International Code Council and National Fire Protection Association to ensure that Shavano Park protects the well-being of its residents, and adopts the latest efficient heating and cooling building construction standards.

Achievements and Awards



Scenic City

The City of Shavano Park has been recognized as a Scenic City by the Scenic City Certification Program since 2016. Shavano Park maintains high-quality scenic standards for its roadways and public spaces. The Scenic City Certificate is a reflection of Shavano Park's excellent civic leadership, great community pride, and strong desire to maintain its rural character.



Firewise USA

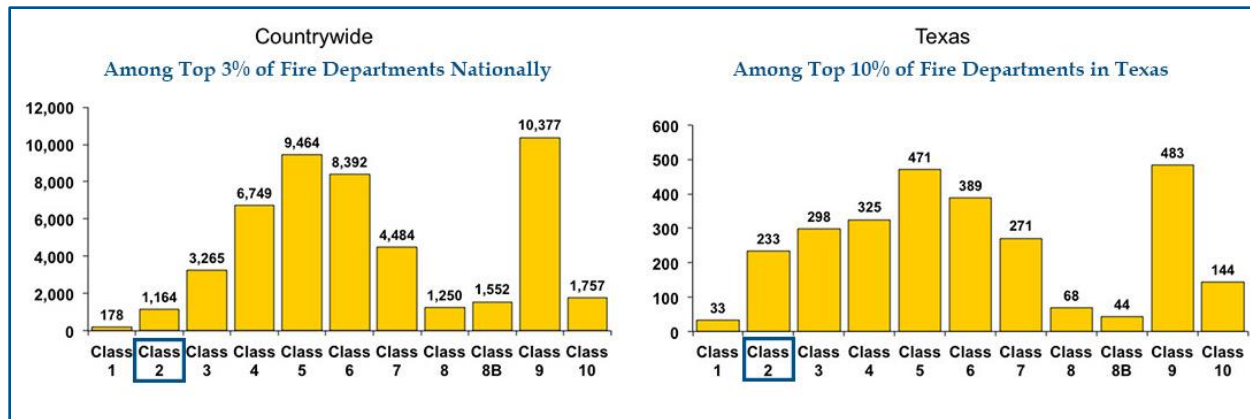
Shavano Park has been recognized as a Firewise Community by the National Fire Protection Association since 2016. The residents of Shavano Park are active participants in creating a safer community by engaging in wildfire risk reduction activities and by celebrating Firewise Day each year. Since being recognized the City completed two projects to improve wildfire safety in the City. In 2017, the City created a one acre demonstration area of a Firewise forest on the City's Municipal Tract to show residents how to improve wildfire safety on their properties. In 2018, the City with the Texas A&M Forest Service created a Shaded Fuel Break along the borders of the Municipal Tract to reduce the likelihood that any wildfire on the tract would spread to nearby areas.



Insurance Services Office (ISO) Rating of 2

The Insurance Services Office (ISO) collects information on municipal fire protection efforts in communities and analyzes the data. ISO will then assign a Public Protection Classification ranging from 1 to 10, with 1 being the best and 10 the worst. On June 10, 2016 the City of Shavano Park Fire Department received a classification of 2.

This classification places the Shavano Park Fire Department in elite company among the nation's fire departments. In addition, this rating entitles the residential and commercial property owners within the City of Shavano Park to receive the maximum credit on their insurance premiums. With a Class 2 ISO rate, Shavano Park property owners may realize a 10 to 15% decrease in their property insurance premiums.



Source: www.isomitigation.com

Texas Fire Chiefs Association Best Practices Recognition

In 2017, the Shavano Park Fire Department initiated efforts to certify under the Texas Fire Chiefs Association Best Practices Recognition Program. The Fire Department received comments on their submissions from the Recognition Program and is currently working on revisions.



Texas Police Chiefs Association Law Enforcement Best Practices Recognition

On February 22, 2018 the City of Shavano Park Police Department achieved “Recognized Status” for compliance with the Texas Law Enforcement Agency Best Practices Recognition Program of the Texas Police Chiefs Association. Of the 2,667 police agencies in Texas, the Shavano Park Police Department became the 146th agency that achieved this status. This recognition is based upon the policies, standards, and practices of the department following the 168 Best Practice Standards, and involved a comprehensive two year agency process culminating in a two day audit of all areas of the agency.



The men and women of the Shavano Park Police Department are commended for their hard work and dedication in obtaining this status.



Established in 2006, the Law Enforcement Recognition Program is a voluntary process where police agencies in Texas prove their compliance with 168 Texas Law Enforcement Best Practices. These Best Practices were carefully developed by Texas Law Enforcement professionals to assist agencies in the efficient and effective delivery of service, the reduction of risk and the protection of individual’s rights.

Sidewalks & Bike Lanes



The 2010 Town Plan

The 2010 Town Plan called for a network of sidewalks, bike lanes, and trailheads to interconnect the City and provide access to nearby San Antonio pathways and parks. During the 2010 Town Plan discussions residents supported increasing pedestrian and bicyclist accessibility in our City. Residents desired interconnected, safe, well built, and properly maintained pathways that would not conflict with the rural aesthetic of our City. Residents believed the network of sidewalks and bike lanes would enhance local property values and improve the community's ability to enjoy the City's natural beauty. This vision informed City actions in the coming years.

Current Sidewalk & Bike Lane Network

Since 2010 the City has made significant progress on the installation of sidewalks across the City. The City, with the assistance of Bitterblue, Inc., has completed construction of the following sidewalks and/or bike paths:

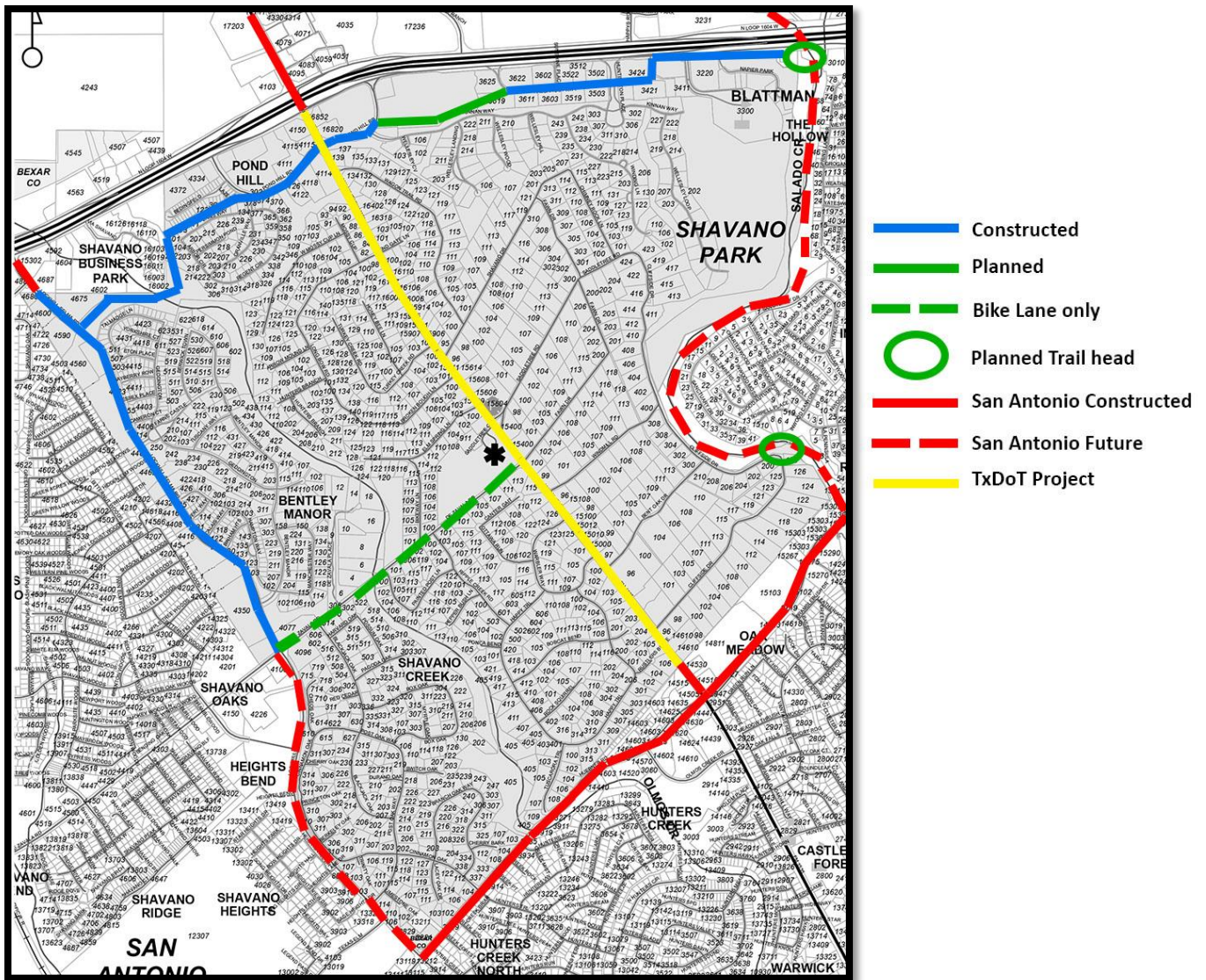
- Sidewalk from Lockhill Selma to Pond Hill



Sidewalk from Lockhill Selma to Pond Hill

- Sidewalks along Lockhill Selma between Loop 1604 and De Zavala
- Two portions of the sidewalks connecting NW Military Highway to the future Salado Creek Greenway
- Bike lanes on De Zavala Road from Lockhill Selma to NW Military Highway

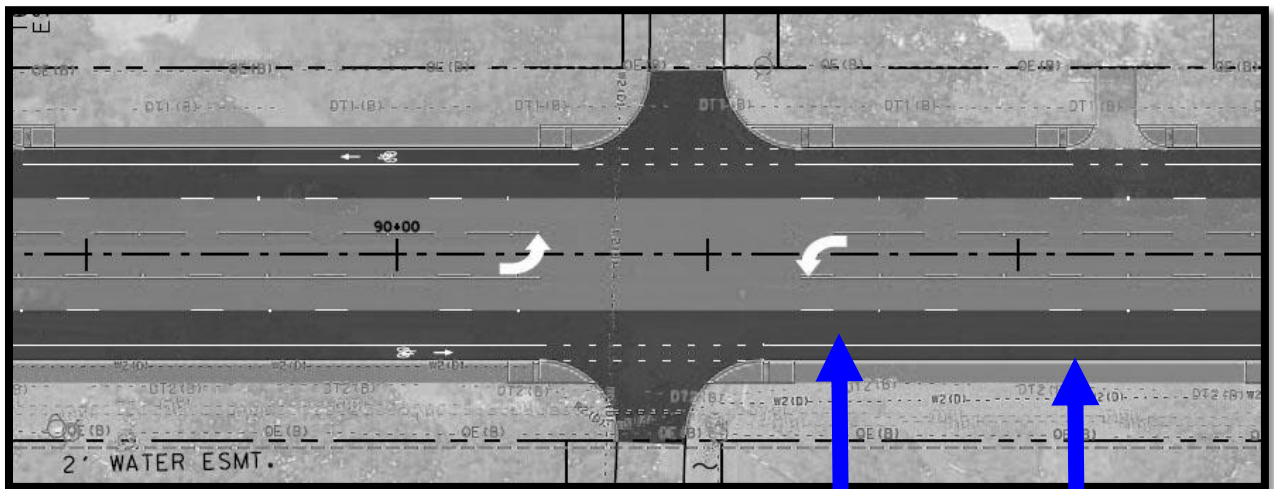
Map of Current Sidewalk & Bike Lane Network



Future Additions and Plans

In addition to these completed projects, the City approved the construction of the following projects.

- Sidewalks and bike lanes on NW Military Highway from Loop 1604 to Huebner Road. These improvements are a part of the Texas Department of Transportation (TxDOT) NW Military Improvement project slated to begin in fall 2020.



*Exhibit from 30% engineering plans near Long Bow and NW Military Highway shows the on street bike lanes and curb sidewalks next to the roadway.
(Note subject to change)*

**On street
Bike Lanes**

**Sidewalks next to
roadway curb**

- A sidewalk along Lockhill Selma from De Zavala Road to Huebner Road. This portion of the sidewalk is in the jurisdiction of San Antonio and will require San Antonio efforts, but will benefit the accessibility of Shavano Park residents. Staff will continue coordination with San Antonio to seek completion of this project.
- Two connections to San Antonio's Salado Creek Greenway: one near the southern portion of Cliffside Drive and the other near Blattman Elementary School. The Cliffside Drive connection will be minimalistic and preserve the natural setting. The City intends for the trail connection near Cliffside to be used by Shavano Park residents and will not create a dedicated public parking area on Cliffside. During the Town Plan public hearings residents expressed concerns about safety and parking. The City is committed to evaluating the situation and taking necessary actions once the San Antonio portion is constructed and in use by the public.

- A connection from NW Military Highway to the future Salado Creek trailhead. Two portions of the connection have been completed, but the middle segment near the 22 acres of undeveloped land to the west of Paesanos Parkway is planned for future development. This portion will be constructed in conjunction with the property's developments.



Huntington sidewalk (in red)
(Note path is subject to change)

- A sidewalk for Huntington residents that connects to the Shavano Park sidewalk network. The sidewalk will run along Kinnan Way, from Pond Hill Road to the planned future trailhead of the Salado Creek Greenway east of Blattman Elementary School.



Connection of NW Military Highway to the future trailhead of the Salado Creek Greenway (in blue)
(Note path is subject to change)

San Antonio Salado Creek Greenway and Shavano Park

In 2000, the City of San Antonio approved and began development on their linear park projects. This plan proposed the connection of major portions of San Antonio with hiking and biking trails. Today, approximately 65 miles of trails are available in and around the creek and river beds of the San Antonio metro area.

The Salado Creek Greenway is a 22.7 mile stretch of trail that extends from Huebner Road, through Phil Hardberger Park, to McAllister Park, to John James Park, and all the way to Southside Lions Park. The portion of the trail that is closest to Shavano Park extends from Huebner Road to Hardberger Park. In 2018, the City of San Antonio began constructing the trail portion that extends adjacent to Huntington and Cliffside Drive. The City of Shavano Park will connect the Cities' sidewalks to the Salado Creek Greenway for easy access to the San Antonio pathways by residents once the City of San Antonio portion is constructed in 2018 – 2019.

Sidewalk Plan – Issues and Action Steps

Issues:

- The materials and trail construction must support our City's rural aesthetic.
- Providing security on pathways and ensuring emergency access for Police, Fire & EMS services.
- Maintenance of sidewalks to ensure clear and unobstructed pathway.
- Make final determination on dedicated sidewalks for De Zavala Road.
- Design appropriate signage for positioning along sidewalks
- Be respectful of private property rights

Action Steps:

- Coordinate with City of San Antonio on Cliffside and Napier Park access to Salado Creek Greenway.
- Advocate to the City of San Antonio for a sidewalk on the east side of Lockhill Selma between Huebner and De Zavala Roads.
- Continue to study the need and viability and Budget for a preliminary engineering report for dedicated sidewalks on De Zavala Road.
- Determine funding and project scope required for a dedicated sidewalk on De Zavala Road.

NW Military Highway



History

NW Military Highway (FM 1535) is an 8.2 mile stretch of State Highway running from Loop 410 to Camp Bullis. This roadway dates from the 1950s and was built to connect Camp Bullis to the City of San Antonio. Since the 1950s, this roadway has grown to be a key artery for north Bexar County, with approximately 1.8 miles of NW Military Highway running through the middle of the City of Shavano Park. Since its construction the highway has changed from being a quiet two lane road used for military purposes into a busy thoroughfare connecting Loop 410 with Loop 1604.

The 2010 Town Plan addressed NW Military Highway by concluding, *"Throughout the planning process, the citizens of Shavano Park strongly expressed their desire and support for the City to take control, to the greatest extent possible, of the decision-making process for development, design, and the look and feel of the impact of the future improvements to NW Military Highway. The citizens of Shavano Park want NW Military Highway to essentially be the 'Main Street' for Shavano Park and effectively be designed to support the rural look and feel the citizens want for the City. In addition, the citizens do not want NW Military Highway to further bisect the City or generate a perception that it separates one section of the City from another section."*

This vision was the guide for the City as it worked towards improving the safety and traffic flow on NW Military Highway.

Building a Way Forward

As part of the 2010 Town Plan's action steps, in 2011 the City contracted a Traffic Study of NW Military Highway to determine present and future traffic conditions. The study counted 11,900 vehicles per day for Shavano Park's portion of NW Military Highway and also accurately predicted

1949 - 1955
NW Military Constructed



1999
TxDOT submits Plan,
City rejects it



2010
Town Plan includes medians
and roundabout



2011
Pape-Dawson Traffic Study
finds significant traffic increase



2015
City and TxDOT partner for
MPO submission

that by 2016 traffic would increase by nearly 50% to 17,400 vehicles per day. By 2017 traffic counts were already at 18,365 vehicles per day - an increase of over 5% in vehicle traffic in just one year. With the accelerating rate of developments along Loop 1604, future projections call for continuing increases in traffic on NW Military Highway. It is clear the City needs to take action to ensure the safety of residents that both live or travel on NW Military Highway.

In 2015, the City Council approved a partnership with Texas Department of Transportation (TxDOT) for improvements to NW Military Highway. TxDOT agreed to submit a NW Military Highway improvement project on the City's behalf to the Alamo Area Metropolitan Planning Organization (MPO) for federal funding, provide the required 20% local match for the construction, provide payment for all non-construction related costs, and oversee construction of the project. In 2015, the Planning & Zoning Commission and the City Council developed a consensus for the City's future vision of NW Military Highway and provided it to TxDOT. In the spring of 2016, the City's project was funded by the MPO through a combination of federal and state dollars. The project is slated to begin construction in the fall of 2020 and construction will be overseen by TxDOT.

NW Military Hwy Improvement Project (Huebner Road to Loop 1604)

Existing Conditions

- Approximately 2 miles
- 4-lane road without a continuous center-turn lane
- Turn lanes exist at Huebner Road, De Zavala Road, and approaching Loop 1604

Planned Improvements

- Addition of a center-turn lane
- Addition of sidewalks and bicycle accommodations
- Intersection improvements

Considerations

- Safety and mobility
- Trees and landscaping
- Drainage

Crash Data Reported (from 2012 to 2017)

- 146 minor crashes and 7 major crashes
- 2 crashes resulted in fatalities



Exhibit from preliminary schematic of improvement project

The 2020 Improvement Project

Beginning in 2017, the City began holding planning meetings with TxDOT on the design and development of the project. As of July 2018, TxDOT is engineering and designing the 60% schematic design – a significant step in the engineering process. The TxDOT plan thus far differs from the City’s consensus document by providing for on-street rather than off-street sidewalks. The TxDOT plan, however, is otherwise consistent with the City’s vision, and includes on-street bike lanes, road curbs, and a continuous 2-way center turn lane. City staff intends to continue to meet with TxDOT and stress the City’s desire for off-street sidewalks that would meander around roadway trees to increase the safety of our residents walking along NW Military Highway and to save as many trees as possible.



The City intends to joint bid with TxDOT any necessary relocation of the City’s water lines. This joint bidding will reduce the costs for the City due to efficiency in financing and mobilization and provide unified management of the construction and utility work. It is also known that the City will need to relocate the fiber communications conduit under NW Military Highway that connects City Hall with the Fire Station.

Even before 2015, when the City began coordination with TxDOT, the intersection of NW Military Highway and Pond Hill Road was a known safety hazard and a topic of discussion with TxDOT. The proposed improvements at the intersection are being included in the overall improvement project. The City’s position is that a traffic control device is needed to ensure the safety of residents.

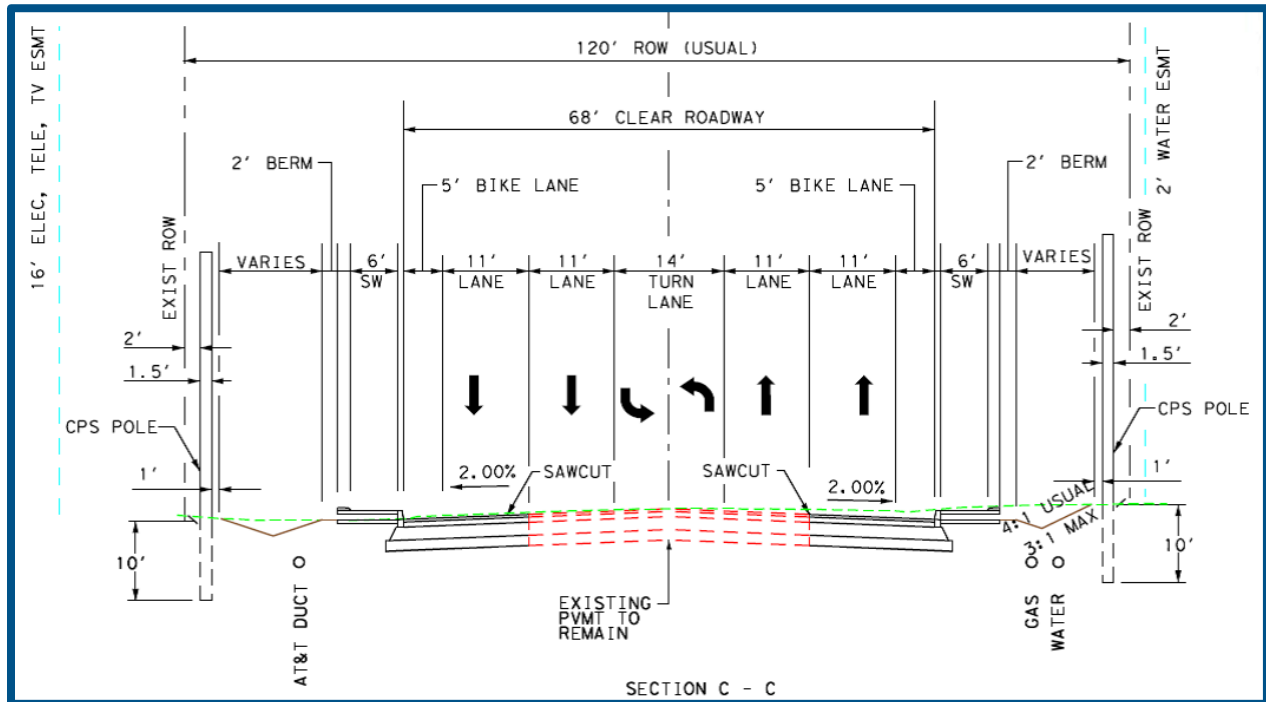


NW Military Highway on a typical weekday afternoon

During its initial planning, TxDOT considered several options for the intersection including a restriction on left turns at the intersection. This option is not supported by the residents or the City. During the Town Plan update, residents strongly voiced their concerns regarding restricted left turns at Pond Hill and NW Military Highway. There is, however, strong support from residents for the implementation of a signalized intersection. The City has also requested that TxDOT place

a 'No U-Turn' sign and create crosswalks at the intersection to improve resident safety and pedestrian accessibility.

After public comments received during the Town Plan Public Hearings, the City additionally requested that TxDOT place a crosswalk at the intersection of NW Military Highway and De Zavala Road.



A typical section of NW Military improvements

Concerns for Upcoming Northwest Military Highway Improvements

The residents of Shavano Park expressed concerns about the upcoming improvements to NW Military Highway during the Town Plan update process. Residents gave the following concerns:

Noise and access during construction. The City and TxDOT understand that like all roadway projects, noise and limited access will be inconveniences during construction. The City will rely on TxDOT's considerable experience with roadway construction to apply best practices to reduce noise and access inconveniences to residents. In addition, the City will continue to listen to resident concerns during construction and attempt to remedy problems as they occur.

Loss of trees and rural atmosphere. Residents expressed concerns that the widening of NW Military Highway would cause significant loss of large heritage trees and reduce the City's traditional atmosphere as a rural community. Although it is anticipated that a significant number of trees will be lost within TxDOT's right-of-way, the City will continue to work with TxDOT during

engineering to reduce the number of trees lost. After the project is complete, the City is committed to limiting any future expansion of NW Military Highway.

Drainage. Considering the City's current drainage problems related to NW Military Highway, the residents of Shavano Park have shown concern that the expanded roadway surface could increase drainage and flooding problems. Thus far in engineering as of July 2018, TxDOT has included six drainage improvements along NW Military and satisfied all the City's requests for improvements.

Water service during water line relocation. With the widening of NW Military Highway, the City as well as other utility providers, will have to relocate at least some utilities to ensure they are not located under the expanded roadway surface. The City intends to joint bid the water line relocation, placing the relocation under the considerable experience of TxDOT. The City will ensure that residents along NW Military Highway will maintain reliable water service throughout the water line relocation necessitated by the project.

Impact on driveways. Individual property owners will meet and have a chance to coordinate with TxDOT on the specific details of how the expanded roadway may impact their property. The City staff will be available to assist residents with their concerns as needed.

NW Military Highway – Issues and Action Steps

Issues:

- Safety of the intersection at Pond Hill Road & NW Military
- Loss of trees & rural atmosphere
- Drainage worsening with increased impervious cover
- Scope and cost of water line relocation
- Alleviating noise and traffic congestion during construction
- Protect NW Military Highway from further widening after project is complete
- Reducing speed limit on NW Military Highway

Action Steps:

- Continue coordination and cooperation with TxDOT
- Ensure a signalized intersection at Pond Hill Road & NW Military Highway
- Mitigate tree loss in planning stages with TxDOT
- Coordinate with TxDOT to address drainage problems identified in Master Drainage Plan
- Determine contractor staging area during road project
- Pursue joint bid with TxDOT for relocation of water lines
- Determine scope & budget for water line relocation

Residential Development



The City of Shavano Park offers a unique blend of rural small town character with urban conveniences. Residents enjoy upscale family living in a variety of quiet neighborhood settings ranging from the original established neighborhoods built before the city was incorporated in 1956 to newly built and exclusive gated communities.

Shavano Park's neighborhoods include the Old Shavano Park, Shavano Estates, Shavano Creek, De Zavala Estates, Bentley Manor, Huntington, Willow Wood, and Pond Hill Garden Villas.



Old Shavano Park

Residents consider Old Shavano Park to be comprised of two sections: East and West. The East section dates to before the original founding of the City of Shavano Park in 1956, and provides a rural atmosphere and setting. The neighborhood boasts some of the largest lot sizes of any residential area, with some lots approaching five acres. The spacious lots and quiet neighborhood roads provide the rural small town atmosphere so beloved by Shavano Park residents.



The western section of Old Shavano Park was developed in the 1970s and has a minimum lot size of 0.7 acres. It includes residential neighborhoods north of the Municipal Tract and west of NW Military as well as the homes along Ripple Creek, Pepper Bush and Painted Post south of De Zavala Road.



The Shavano Park Water System serves both sections of Old Shavano Park. All lots have homeowner-owned and maintained septic facilities for sewage.



Shavano Park Estates

Shavano Park Estates is the third oldest community in Shavano Park. The neighborhood has a minimum lot size of one acre and boasts the same quiet streets and exquisite homes amid natural beauty that is the hallmark of Shavano Park living. It was developed in the 1970s and does not have a homeowner's association. The Shavano Park Water System serves all homes in the Shavano Park Estates. All lots have homeowner owned and maintained septic facilities for sewage.



Shavano Creek

Located in the southwest corner of the City near the intersection of Lockhill Selma and Huebner Roads, Shavano Creek is a collection of luxury homes with minimum lot sizes of 0.7 acres. The City annexed the existing neighborhood in 2000. The community has its own homeowner's association and offers a sleepy suburban atmosphere. Shavano Creek receives its water and sewer service from the San Antonio Water System.



De Zavala Estates

De Zavala Estates is a small gated subdivision of eight homes on De Zavala Place Road with its own homeowner's association. De Zavala Estates was an existing neighborhood annexed by the City in 2000. The quiet De Zavala Estates neighborhood offers a gated entry and secluded quality of life in a suburban setting. Lot sizes range from two to six acres. The neighborhood receives its water service from the San Antonio Water System. All lots have homeowner owned and maintained septic facilities for sewage.



Bentley Manor

This gated subdivision is located off of Lockhill Selma Road between De Zavala Road and Loop 1604 on the western side of Shavano Park. The City annexed the land in 1999 before Bentley Manor was developed. It is a family friendly neighborhood in a beautiful, tranquil and heavily landscaped enclave. Bentley Manor is comprised of 323 homes located in three distinct but cohesive communities.

The first section is called "The Cottage Estates" and is comprised of zero lot line homes of approximately 2,500 to 3,500 square feet in size.

The second section is called "The Garden Villas" and is also comprised of zero lot line homes of approximately 2,800 to 3,800 square feet in size.

"The Estates" section is comprised of large sized lots of approximately 0.7 acres that contain homes ranging from approximately 4,000 to 9,500 square feet in size.

Bentley Manor's water and sewer service is provided by San Antonio Water System (SAWS).



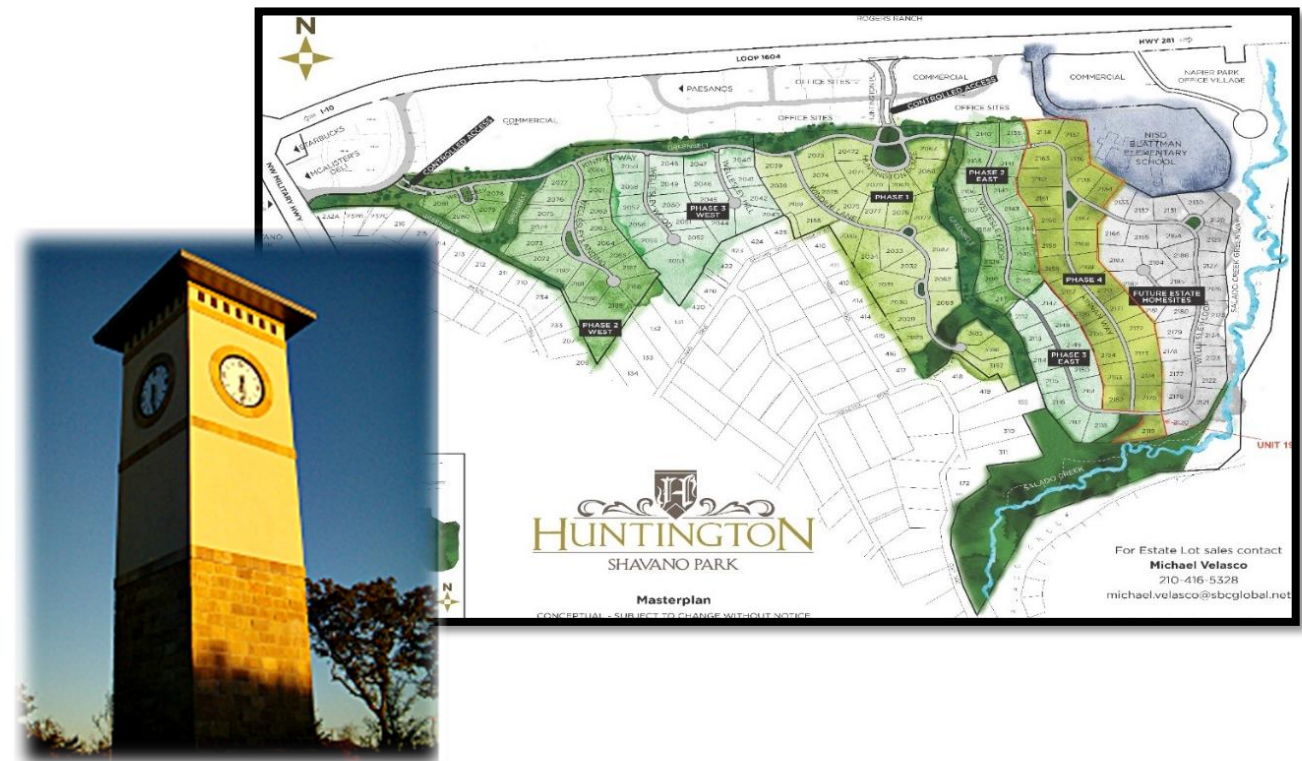
Huntington

Nestled in the northeast corner of Shavano Park, Huntington is a luxurious gated community boasting large acreage homesites. The estate-sized lots are positioned to insure privacy and create a palatial feel for each homesite. The neighborhood is a recent residential development of premier custom-designed homes that will eventually encompass 142 homes.



Huntington's location near Loop 1604 and IH-10 is within minutes of restaurants and destination shopping in The Vineyard, The Rim, The Shops at La Cantera and Stone Oak.

Huntington features a distinctive gated access and clock tower, giving the neighborhood an elegant entrance and a sense of arrival. Huntington's water and sewer service is provided by San Antonio Water System (SAWS).



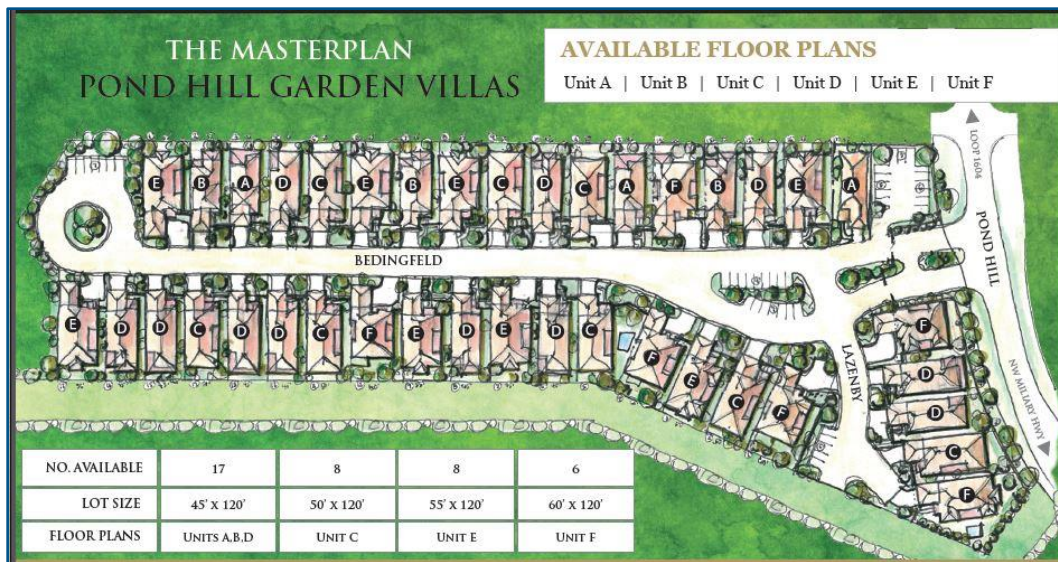
Willow Wood

Willow Wood offers a suburban living atmosphere surrounded by natural beauty in northern Shavano Park. This gated community is situated on a 49-acre tract of land and has 93 custom-built homes. Located off of NW Military Highway and Loop 1604 commercial areas, Willow Wood is within walking distance of the Shavano Park tennis club, a great amenity for tennis lovers. Willow Wood receives its water and sewer service from the San Antonio Water System.



Pond Hill Garden Villas

The Pond Hill Garden Villas is a master planned development of garden homes on both sides of Pond Hill Road. The Garden Villas provide a secluded luxury lifestyle, and like Willow Wood, it is located near the many amenities, restaurants, and offices on Pond Hill Road. The Garden Villas are also within walking distance of the Shavano Park Tennis Club. Pond Hill Garden Villas receives its water and sewer service from the San Antonio Water System.



Residential Development – Issues and Action Steps

Issues:

- Maintain the single-family residential neighborhoods with a mix of rural heritage homes and modern gated communities.
- Preserve the rural and small town character of the City's neighborhoods.
- Restrict redevelopment of existing residential lots into multi-family homes or condominiums.
- Pressure on residential lots along NW Military to commercialize after expansion of roadway.

Action Steps:

- Maintain zoning regulations regarding setbacks and masonry construction to preserve neighborhood look and character.
- Maintain exclusive single-family use in residential zoning districts.
- Maintain minimum lot size restrictions in residential zoning districts.
- Preserve single-family residential zoning districts along NW Military.

Commercial Development



Commercial Development



The commercial areas of Shavano Park are located in the prime north central area of metropolitan San Antonio. All undeveloped commercial land is owned by one developer who works closely with the City and develops upscale buildings and facilities. The City's vision is to maintain its existing rural character, charm, and quality of life while adding tax revenue and local services from future commercial developments.

The commercial property is located primarily along the Loop 1604 frontage road and Lockhill Selma Road. The majority of the City's commercial developments are office buildings. Other developments include convenience stores, upscale restaurants, coffee shops and a private tennis club. Furthermore, Shavano Park is surrounded by the City of San Antonio and a variety of shopping centers, restaurants and medical facilities are within close proximity to the City.



In the Town Plan update process, residents stated their desire for more local access to commercial services including: restaurants, retail, office, entertainment, and healthcare services. However, the residents continue to support strict regulations of commercial use and signage to preserve the high-quality business community that currently thrives within the City. Residents also desired that NW Military Highway remain residential and that zoning restrictions prevent future redevelopment for commercial use.



Huntington Office Building along Loop 1604 Frontage

Future Development

There remains only a small amount of land for future commercial development in Shavano Park. The few lots that are undeveloped or in development include:

1. The Pond Hill east commercial, which is planned for a mix of restaurants and retail
2. 22 acres of undeveloped land near Huntington (zoned B-2)
3. An approximate 2 acre size lot on the north-east corner of Lockhill Selma and De Zavala Road (zoned B-1)
4. Paramount Healthcare Assisted Living facility, on Lockhill Selma (zoned B-2 PUD)
5. Pond Hill west office and restaurant at Pond Hill and 1604 Frontage (East Bound) (zoned B-2 PUD)
6. Napier Park Office complex east of Blattman Elementary (zoned B-2 PUD)

Note: A comprehensive plan shall not constitute zoning regulations or establish zoning district boundaries.



1. Pond Hill East Commercial Subdivision



2. Undeveloped 22 acres near Huntington



3. The north-east corner lot of Lockhill Selma Road and De Zavala Road



5. Pond Hill West Office & Restaurant



6. Napier Park Offices to the east of Blattman Elementary

Commercial Development – Issues and Action Steps

Issues:

- Residents want more local access to commercial services – restaurants, retail, office space, entertainment and healthcare.
- Ensuring business uses remain compatible with Shavano Park.
- Ensuring business community maintains high standards.
- Residents support City encouraging sustainable development without additional cost to the City.

Action Steps:

- Maintain strict restrictions on business signage.
- Maintain restricted allowable business uses while monitoring changing business landscape for necessary additions.
- Maintain up-to-date building codes while being responsive to local developers during code adoption.
- Explore possible actions by City to encourage environmentally friendly developments.

Flooding and Drainage

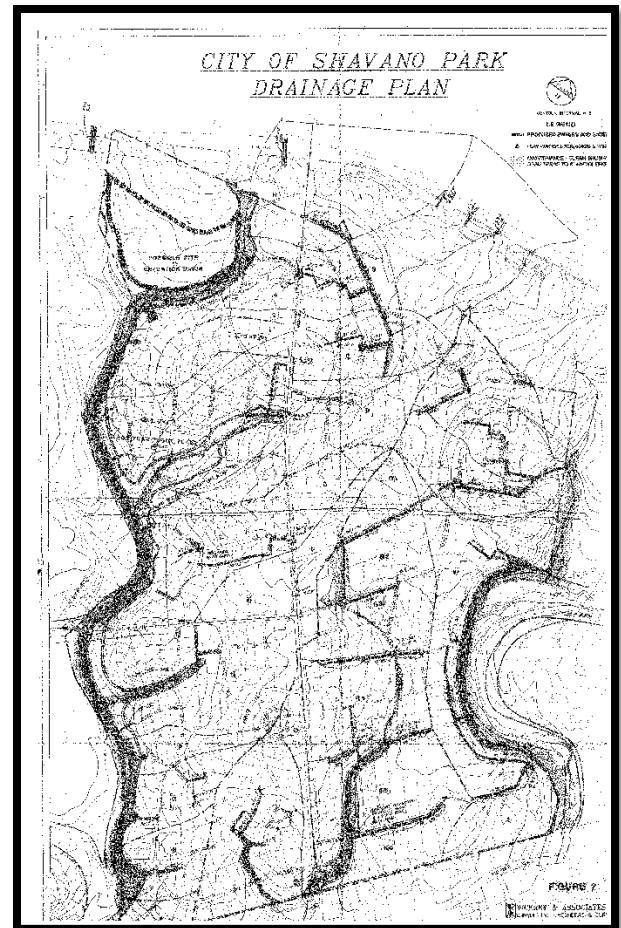


Flooding and Drainage

Some of the land north of Shavano Park drains into Olmos Creek, which is the major watercourse of the upper San Antonio River watershed and flows through Shavano Park. The storm water drainage system serving most areas of Shavano Park consists of overland flow to natural drainage ways or to unlined open ditches and channels alongside public and private roads.

Being situated between the Texas Hill Country to the north and the lower lying areas of San Antonio proper, Shavano Park has long experienced drainage challenges. These challenges intensified during the 1990's with the rapid development within and around Shavano Park. In 1993 the City commissioned the Vickery Study to analyze the drainage pathways within the City. This engineering study guided City efforts to provide necessary drainage infrastructure in the early 2000's, but with the rapid development in the City the study quickly became outdated.

Due to an increase in intense rainfall events in recent decades, flooding has become more frequent in certain areas of Shavano Park. In the last thirty years, the City experienced several 100 and 500 year flood events. Compounding the problem is the continuing rapid development of the greater San Antonio metro area around the City.

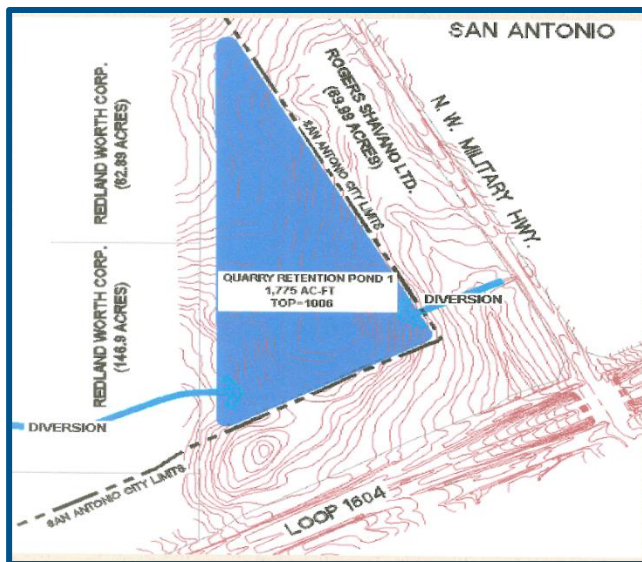


1993 Vickery Study Map

In 2010, the Town Plan made drainage infrastructure improvements a priority for the City and referenced two completed drainage improvement projects. From 2012 to 2015 the Planning & Zoning Commission maintained a drainage subcommittee who conducted interviews with

residents and other field work. This work laid the foundations for City efforts from 2016 to 2018.

During the Town Plan update process, residents expressed strong support for near-term action by the City to address flooding and storm water drainage problems, but provided mixed support for consideration of extra financing beyond current City reserves allocated to drainage.



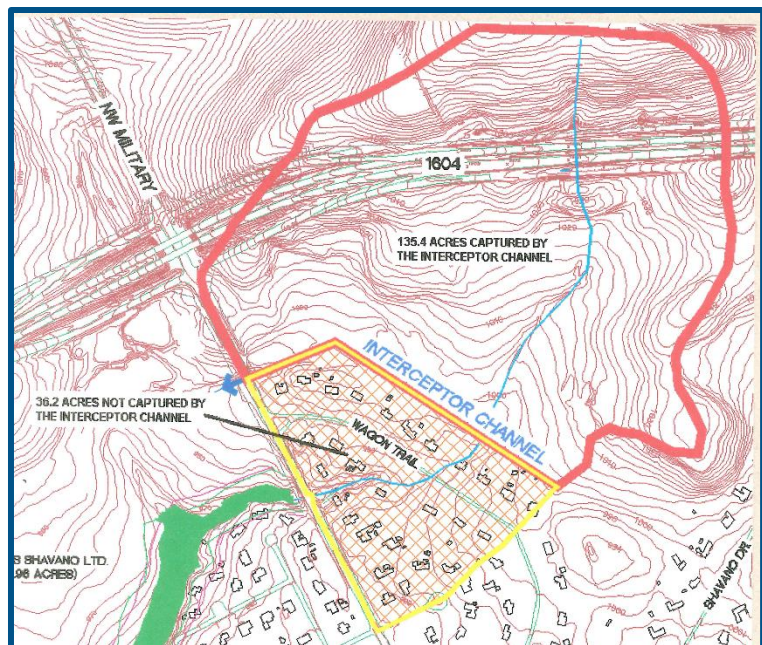
Quarry Retention Pond

In 2010 the City's primary developer completed construction of the Quarry Retention Pond. This pond channels water from the area northeast of Loop 1604 and NW Military Highway to a triangle shaped retention pond. The channel connecting to the culvert under NW Military Highway alleviates flooding in the northwest quadrant of the City along the Olmos Creek. The Retention Pond eliminated many of the City's flooding problems during times of heavy rainfall.

The Quarry Retention Pond has been engineered to have a water storage capacity equal to 940 acre feet, which is estimated to exceed the requirements for storm water run-off for two 100 year floods.

Interceptor Channel

The same developer constructed an interceptor channel to control periodic flooding to homes along Wagon Trail and accommodate storm water runoff from the development of Huntington. The channel intercepts storm waters from these areas and directs the stormflows downstream to the Olmos Creek Watershed.



Drainage Improvements: The Way Ahead

The City, residents, and developers are currently working together to address and improve drainage infrastructure to mitigate future flooding events. In January 2016 the Planning & Zoning drainage subcommittee presented a Drainage Prioritization Concept to City Council after years of interviews with residents and other field work. In response, on February 22, 2016, City Council approved Ordinance No. O-2016-002 which set aside an additional \$1,020,445 in funds to improve the drainage throughout the City.

Equipped with the drainage subcommittee's plans and previous drainage studies the City enhanced its engineering services and hired KFW Engineers and Surveying as the City Engineer in 2017. Their first task was to complete a Master Drainage Plan using the drainage subcommittee findings and previous drainage studies as a foundation augmented with their modern tools and engineering expertise.

At the November 27, 2017 City Council meeting KFW presented the final Master Drainage Plan to City Council. The Master Drainage Plan uses 2010 radar data to model the effects of 25 and 100 year floods in Shavano Park. The Master Drainage Plan and subsequent surveying and analysis identifies the following projects and cost estimates in 2018 dollars (note some of the larger projects were given lower alternative costs estimates as a minimum):

Drainage Projects	Estimate - Full	City Estimate - Minimum	3rd Party	
Area 1 Wagon Trail Depression	\$ -		Denton	
Area 2 Kinnan Way Channel Berm	\$ -		Denton	
Area 5 Bent Oak Clearing	\$ 15,000			
Area 3 Turkey Creek Area	\$ 5,400,000	\$ 510,000	TxDoT partial	
Area 4 Elm Spring Area	\$ 2,150,000	\$ 140,000	TxDoT partial	
Area 12 Chimney Rock LWC	\$ 165,000			
Area 11 NW Military Culvert #1	\$ -		TxDoT	
Area 5 NW Military LWC #2	\$ -		TxDoT	
Area 5 Windmill LWC	\$ 235,000			
Area 5 Bent Oak LWC	\$ 263,000			
Area 4-2 Ripple Creek Area	\$ 735,000			
Area 6 Happy Trail	\$ 617,000			
Area 7 Bobcat Bend	\$ 60,000			
Area 7 Rock Squirrel	\$ 82,000			
Total Cost of Projects	\$ 9,722,000	\$ 2,822,000		Drainage Reserves
				\$ 1,456,649

This undertaking will be a multi-year challenge for the City. The largest projects in the Turkey Creek Area and Elm Spring are beyond current City reserves and require additional engineering to determine a more detailed scope and further justification for City funding. With a plan and the costs laid out, City Council voted to take action at the January 22, 2018 meeting.

On January 22, 2018, City Council voted to implement and fund portions of the Master Drainage Plan. In Fiscal Year 2018, the City Council allocated \$564,188 for drainage projects.

Action Plan

The City is addressing the drainage projects identified in the Master Drainage plan in three phases that serve as guideposts for the City moving forward. In 2018, City Council funded over half a million dollars in projects from Phase 1 with additional engineering work for Phase 2 projects. Note that estimates are in 2018 dollars and are subject to change based upon inflation, scope and market conditions in the future.

Phase 1: This includes tackling three small scale drainage projects as well as two low water crossings (LWC) on

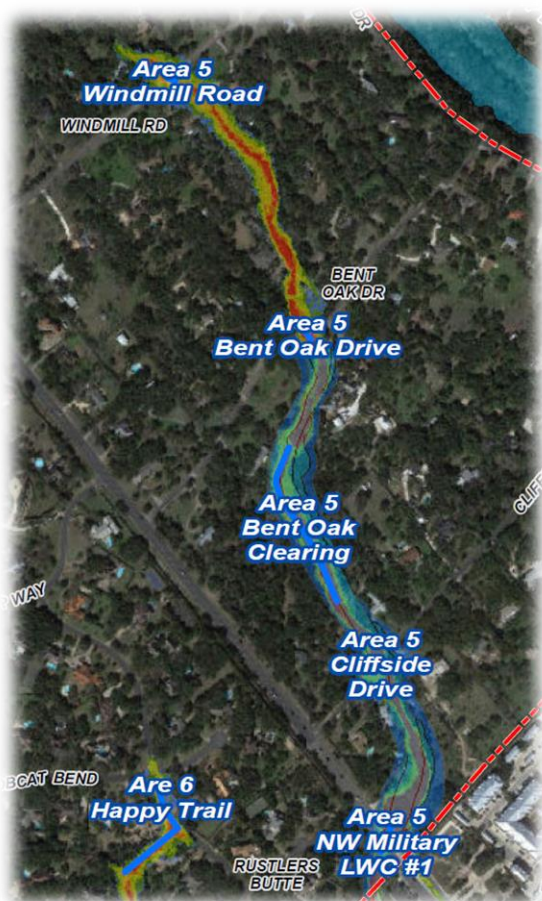
Chimney Rock Lane and Fawn Drive. These LWCs are near one another and their proximity will allow projects to be bid together saving on mobilization costs. The City has already begun Phase 1 by placing an order for the survey and design of the culverts to be installed on Chimney Rock and Fawn. In addition, City staff are in-house coordinating the installation of the pump facility for the Wagon Trail Depression, berm improvements along Kinnan Way and clearing of the Bent Oak drainage channel.

All projects in this phase are planned to be completed by 2019. As of July 2018, the Kinnan Way Berm and Bent Oak clearing have been completed as well as surveying, hydrological studies and 40% plans of the culverts at Bent Oak, Windmill and Chimney Rock. Surveying, hydrological analysis and feedback from residents led City staff to drop the proposed culvert on Fawn. Progress is currently underway on the Wagon Trail Depression.

Estimate	Projects
Phase 1 - FY 2018	
\$ 10,000	Area 1 Wagon Trail Depression
\$ 21,400	Area 2 Kinnan Way Berm
\$ 15,000	Area 5 Bent Oak clearing
\$ 165,000	Area 12 Chimney Rock LWC
\$ ———	Area 12 Fawn LWC
Phase 1 Cost	\$ 211,400
Phase 2 - 2019	
\$ 118,000	Area 3 Turkey Creek Engineering
	Area 4 Elm Spring/Bikeway Engineering
	Area 4-2 Munitract/Ripple Creek Engineering
\$ 235,000	Area 5 Windmill LWC
\$ 263,000	Area 5 Bent Oak LWC
Phase 2 Cost	\$ 616,000
Total Cost	\$ 827,400
Phase 3 - Future & Possible Projects	
\$ 617,000	Area 6 Happy Trail Stormsewer
\$ 60,000	Area 7 Bobcat Bend Channel
\$ 82,000	Area 7 Rock Squirrel Channel
\$ 5,400,000	Area 3 Turkey Creek Stormsewer
\$ 2,150,000	Area 4 Elm Spring Stormsewer
\$ 735,000	Area 4-2 Munitract/Ripple Creek
Phase 3 Cost	\$ 9,044,000
Total Cost	\$ 9,871,400



Projects in Phase 1 – Areas 1, 2 and 12 in Master Drainage Plan



Projects in Phase 2 include two culverts in Area 5

Phase 2: Phase 2 addresses engineering and construction of the three low water crossings at Windmill and Bent Oak as well as the preliminary engineering and partial surveying of Turkey Creek, Elm Spring / Bikeway and Munitract / Ripple Creek Areas.

The engineering for the culvert at Bent Oak is expected to be completed in 2018, while construction commences in 2019. After field work and speaking with residents, the proposed culvert improvement at Cliffside was removed as a project.

The three projects in the Turkey Creek area, Elm Spring area and the Munitract / Ripple Creek area are the largest and most expensive projects in the Master Drainage Plan. To better scope these projects and to justify the expenditure of potentially millions in City funds the City tasked the City Engineer to prepare partial surveys and on the ground analysis. This additional engineering will inform City Council decision-making on the projects in future years.

Upon completion of this preliminary engineering work, the City will have enough data and information to perform a cost-benefit analysis of completing any of the three projects. As of July 2018 the surveying and hydrological studies of the culverts at Bent Oak and Windmill have been completed and preliminary engineering of the three other projects is underway.

Phase 3 This final phase is designated for future possible projects, decisions, and funding. It is unknown, at this time, if City will ultimately construct these projects or not. The findings in Phase 2 preliminary engineering will play a considerable role in further City decision making.

Decisions on these projects are likely to occur after 2019.

Projects in Phase 2 include preliminary engineering for Areas 3 and 4 to determine further scope and cost-benefit of the largest projects.



Issues:

- Flooding & Drainage challenges remain a long-term issue for community.
- Project costs require funding beyond current City reserves.
- Some projects may prove challenging for City to acquire drainage easements from residents.
- Residents seeking rapid action by City.

Action Steps:

- Take immediate action to address drainage projects in 2018.
- Determine scope and cost-benefit of three largest drainage projects.
- Investigate grants and other funding sources for future drainage projects.
- Coordinate with TxDOT on drainage projects impacting NW Military right-of-way.

The Municipal Tract



The Municipal Tract History

The Municipal Tract consists of approximately 22 acres of land and is located in the center of the City at the northwest intersection of De Zavala Road and NW Military Highway. Approximately 16 acres of the property currently remains undeveloped and are covered with native trees and other vegetation. The Municipal Tract was deeded to the City by Rogers Shavano Ranch Inc. in 2000 to be used exclusively for "general municipal, municipal recreational, or other community-orientated purposes and/or facilities." This restriction ensures the tract is designated solely for municipal and community use and will not be developed for any residential or commercial uses.



Plans for the Municipal Tract date back approximately 20 years to the 1999 20-Year Master Plan, which included a two phase plan for a municipal recreational area on the Municipal Tract. Phase one was the construction of walking trails and paths, restroom facilities and a picnic area with an open air pavilion. Phase two was for the construction of a Civic/Community Center. The first improvements to the Municipal Tract began in 2001 with the construction of the current City Hall building and the 911 Emergency Center. Since that time other smaller projects, including the City's marquee sign, walking garden / natural area, and a rain garden for cleansing of parking lot water runoff have been completed.



The City again reviewed options for use of the remaining acreage of the Municipal Tract during the 2010 Town Plan meetings, and envisioned that "developing the Municipal Tract into a community recreational and community center would help maintain the rural character of Shavano Park and provide a place for citizens to gather for community events." The 2010



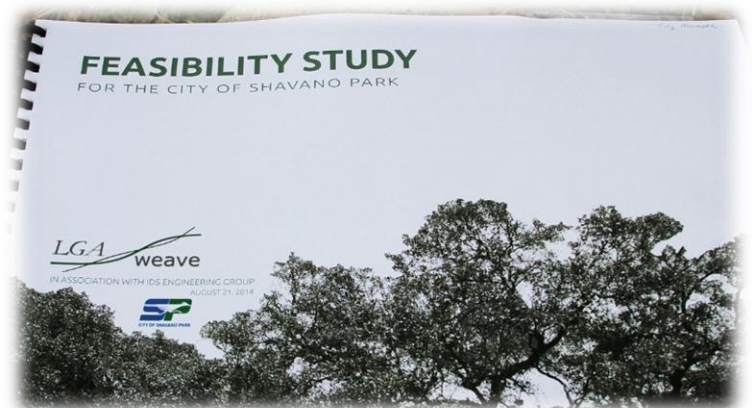
In blue outline: The undeveloped portion of Municipal Tract

Town Plan also proposed specific community-centered improvements for the undeveloped portions of the Municipal Tract, including a pavilion for community activities, water features, and walking trails amid the natural beauty of the property.

The 2010 Town Plan established nine action steps for devising an overall plan for improvements to the Municipal Tract. Based on these action steps, the City Council voted to fund and hire an engineering firm to study the property, address concerns regarding the suitability of the property for improvements, and determine additional improvement possibilities for the site.

2014 Feasibility Study

In 2014 the City contracted with LGA Weave and IDS Engineering Group to perform a feasibility study on the unimproved portion of the Municipal Tract. This study presented a number of suitable improvements that could be made on the Municipal Tract including new storm water infrastructure, pavilions, park buildings, picnic areas, trails, dog parks, playgrounds, swimming pools, basketball courts, gardens, and even a full sized recreation center. The study concluded that the site did not have any geographical, soil, drainage or legal issues preventing improvements to the Municipal Tract.



2015 Core Survey

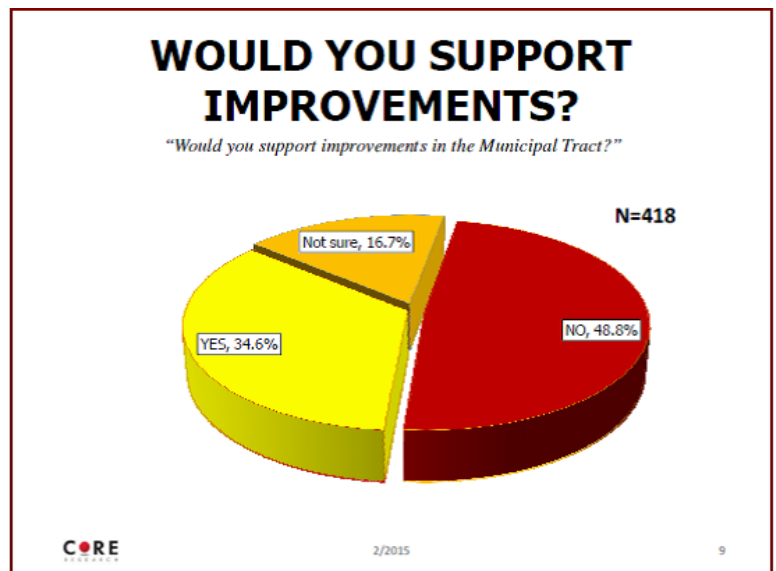
In 2015 the City conducted a survey of residents utilizing the professional services of Dr. Korbel of Core Research, a public polling company. The purpose of the survey was to seek resident input on options presented in the 2014 Feasibility Study.

This survey asked residents to respond to questions about the improvements as identified in the 2014 Feasibility Study. The survey was created as a hard copy and then mailed to each residential address in Shavano Park. There were a total of 438 responses from 416 residences, which represented about a 36% response rate from the City's residents.

The 2015 CORE survey concluded that there was no clear majority of residents favoring either "no change" or development of the Municipal Tract. A plurality of residents (48.8%) responded that they would not support improvements to the Municipal Tract, while 34.6% responded that they would support improvements, and 16.7% were unsure.

However, the survey results did show that the Municipal Tract features that would most likely be supported by residents were: a hike and bike trail; a park with gardens; a pavilion; and a picnic area.

In addition, the survey revealed two 2014 Feasibility Study development options that received over 50% support from residents as follows (next page):



The “natural” option with a series of meandering trails and the addition of gardens, picnic tables or a playground near City Hall (see below).



Drainage and storm water infrastructure improvements on the Municipal Tract, specifically with the creation of two swells leading to a detention area in the southwest corner of the tract (see below).



Wildfire Safety on Municipal Tract

During 2017 the City Council concluded that the dense cedar and thick underbrush on the Municipal Tract posed a potential wildfire hazard to nearby homes. In an effort to earn recognition as a Firewise Community, the Fire Department, together with the Texas A&M University Forest Service, created a one acre demonstration area of a Firewise forest on the City's Municipal Tract. The purpose of the demonstration area was to show residents how to improve wildfire safety on their own properties. To combat any potential wildfire hazard, in 2017 the City Council established an objective to improve fire safety by reducing the risk of a forest fire on the Municipal Tract by constructing a shaded fuel break. A shaded fuel break involves removing undergrowth and the trimming up of all trees in a line similar to a fire break. Unlike a fire break however, many trees and their canopies are retained. The shaded fuel break reduces the likelihood that any wildfire on the tract spreads to nearby homes. In 2018 the Texas A&M University Forest Service team along with the Public Works Department plan to complete the shaded fuel break in the Municipal Tract and along De Zavala Road.

2018 Town Plan Update

During the 2017-18 Town Plan update, the Planning & Zoning Commission requested an online survey of residents and held a public hearing on the Municipal Tract. This online survey was not meant to replace the CORE survey but instead was intended to solicit input for the Town Plan revisions. The survey responses and public hearing comments highlighted the many differing opinions regarding any future improvements of the Municipal Tract.



2018 Arbor Day / Earth Day Celebration on Municipal Tract

Many residents expressed their views that developing the municipal tract would enhance the sense of community by providing a beautiful and safe gathering area for neighbors. In addition, civic participation could grow with the construction of community facilities and recreation areas. The improvements could also provide amenities desired by both existing and new residents, further enhancing the image of the City. In addition, residents expressed their opinion that the

Municipal Tract represented a valuable asset to the City and that improvements should be made that would benefit the City's current and future residents.

Many other residents expressed their desire for the Municipal Tract to remain undeveloped and undisturbed. The residents within this group hope to preserve the area for the wildlife that lives on the tract and to maintain the tract's natural landscape. These residents also feel that the surrounding metropolitan area of San Antonio is overdeveloped and the undeveloped Municipal Tract helps maintain the rural character of the community. Financial concerns were raised about the initial costs of construction, as well as long term cost for maintenance, repair and replacement. Usage and security will also have to be addressed.

Issues:

- Residents are divided regarding changes to the Municipal Tract, especially those changes that would be visible from De Zavala Road.
- Ensure wildfire safety for homes adjacent to the Municipal Tract.
- Protect nearby neighborhoods from storm water runoff.
- Any improvements should be based upon amenities desired by both current residents and those amenities that may be necessary to attract future residents to the City.
- Financial impact of any improvements

Action Steps:

- City Council makes a decision regarding any changes to the Municipal Tract.
- Develop options for any City Council approved changes.
- Ensure that a buffer of trees and vegetation remain for those areas that border the Municipal Tract.
- Continue to monitor need for changes relating to wildfire safety and storm water runoff.

Acknowledgements



Residents of Shavano Park

Mayor and Council

Bob Werner, Mayor
Michele Bunting Ross, Mayor Pro Tem
Mike Colemere
Bob Heintzelman
Lee Powers
Maggi Kautz
Mary Ann Hisel
Mike Simpson

Planning and Zoning Commission

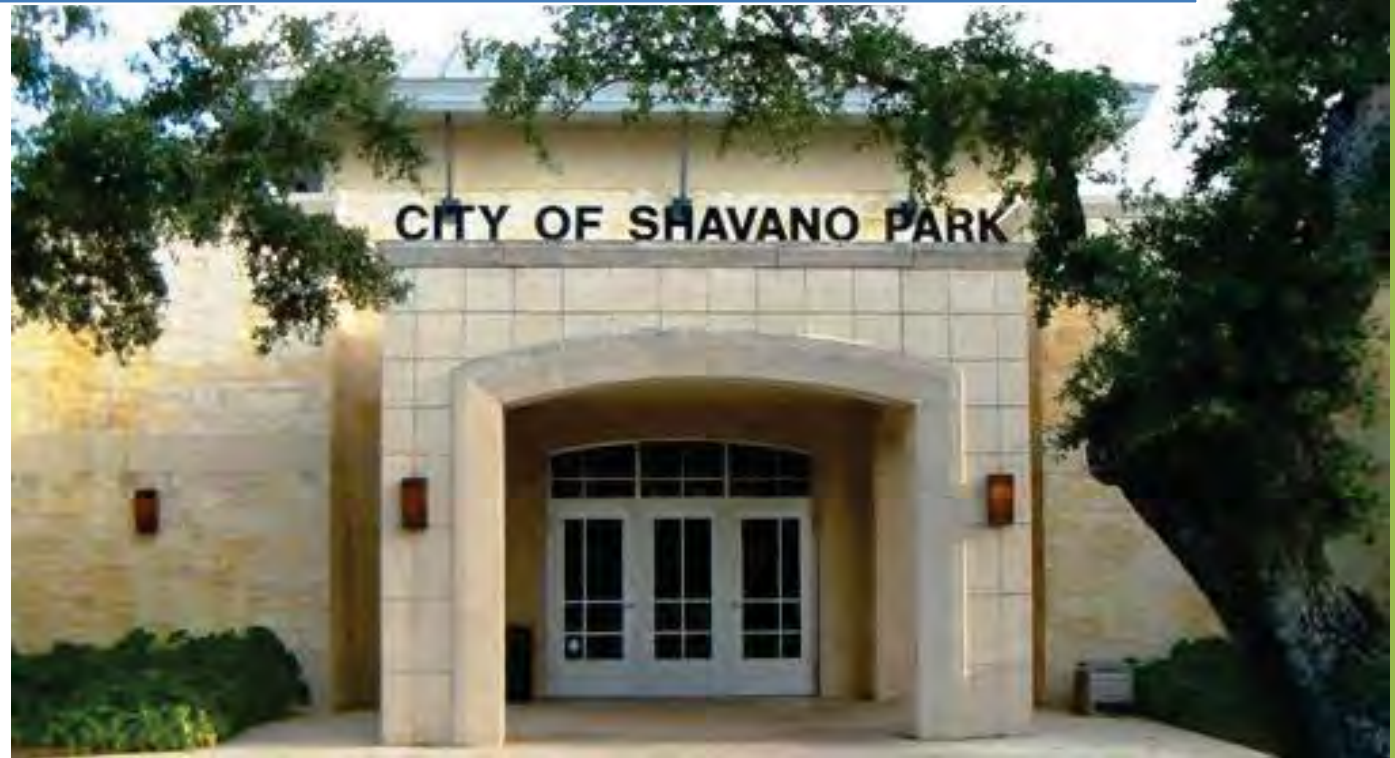
Michael Janssen, Chairman
Albert Aleman, Vice-Chair
Kerry Dike
Carlos Ortiz
Jason Linahan
Bill Simmons
Carla Laws
Konrad Kuykendall
Shawn Fitzpatrick
Richard Lazor
Brian Harr

City Staff

Bill Hill, City Manager
Curtis Leeth, Assistant to the City Manager
Leah Robertson, Intern

TOWN PLAN

CITY OF SHAVANO PARK



A Continuing Vision 2010

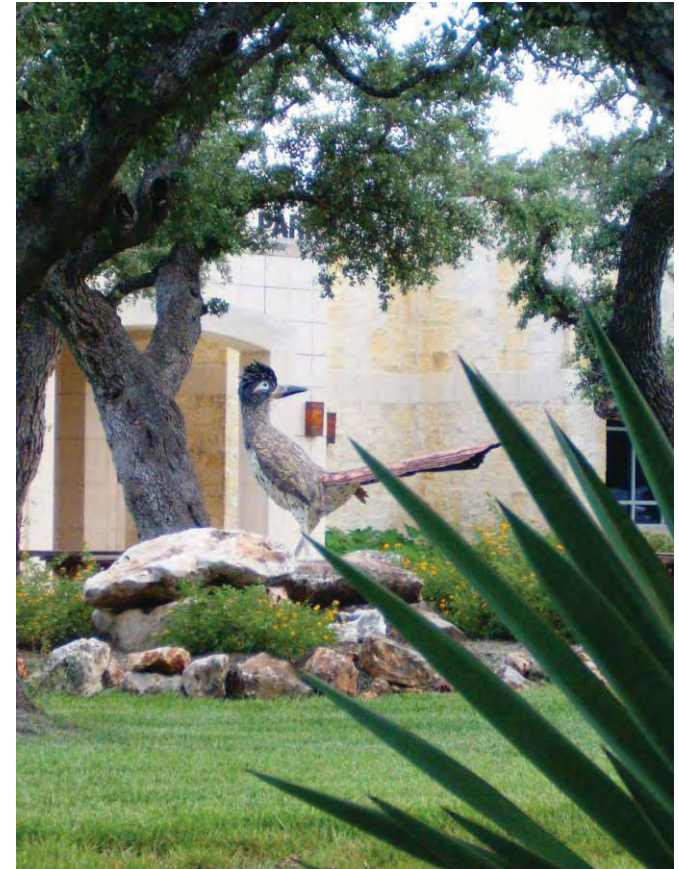
TABLE OF CONTENTS

INTRODUCTION	4
VISION	8
HISTORY	9
ISSUES AND OPPORTUNITIES	11
PLANNING AREA - MUNICIPAL TRACT DEVELOPMENT	12
PLANNING AREA - NW MILITARY HIGHWAY	17
PLANNING AREA - HIKE AND BIKE TRAILS	22
PLANNING AREA - COMMERCIAL DEVELOPMENT	31
DEMOGRAPHICS	37
RESIDENTIAL LAND USE	39
COMMERCIAL AND OTHER PUBLIC PROPERTY USE	50
EXISTING CONDITIONS	54
ENVIRONMENTAL	58
FLOODING AND DRAINAGE	60
INFRASTRUCTURE	63
ACKNOWLEDGEMENTS	65



APPENDIXES

APPENDIX A - Public Process	66
APPENDIX B – Strengths, Weaknesses, Opportunities & Threats (SWOTs)	68
APPENDIX C - Workshop Meeting Notes	72
APPENDIX D - Goals and Objectives	78



Introduction

PURPOSE OF PLANNING

Change occurs in every city. How a city plans for change will define what type of community will exist in the future. Since the failure to plan is really only planning to fail, it is important to always be proactive through planning. By remembering our City's history and planning for its future, we hope to meet the future needs of our City's residents and businesses. With planning, we can improve our residents' quality of life with hike and bike trails, roadway infrastructure, shopping, restaurants and a greater sense of community.



PURPOSE OF TOWN PLAN



As a formal City document, our town vision or town plan ("Plan") sets forth general goals and objectives stating our collective vision for the future. The Plan provides a foundation for our City's long-term growth and development with long-range public policy statements for implementation over the next fifteen to twenty years.

The Plan presents policy goals for various aspects of our City, including developing the municipal tract, managing street usage, adding hike and bike trails, developing raw land, and planning for our City's long-term financial stability. Our citizens have participated, in the development of this Plan and it represents the overall vision for the City and the improvements they desire.

Introduction

The Plan is intended to provide a guide to improve the quality of life for current and future City residents and should be used by City Council and city staff in future planning decisions for the City. The City of Shavano Park Town Plan was initiated by the Mayor and City Council on February 4, 2009. The Town Plan Technical Advisory Committee (Technical Advisory Committee or TAC) was appointed to facilitate and draft the town plan. The committee consists of nine Planning and Zoning Commission members and five citizens of Shavano Park.

Once City Council adopts the Plan, it becomes the official policy of Shavano Park. Just as we use roadmaps to help us get to where we intend to go, the Plan provides a basis for future growth and development and for capital expenditures and zoning decisions. As the City grows and development occurs, we will continue to refine and update the Plan as part of the normal planning process. Accordingly, the Plan is a dynamic document and is intended to be reviewed and updated by our City's Planning and Zoning Commission and City Council. Although these groups will review the Plan, the policies contained in the Plan should provide future City Councils good counsel to make both the large and small planning decisions over the next 15 to 20 years.



PUBLIC PARTICIPATION AND INPUT

Public participation in the development of a comprehensive plan was a top priority of the Technical Advisory Committee. The entire community was invited to participate in the development of the City's Plan. Initially, a series of meetings were held to brainstorm about where the community wants to be in the future and the strategies necessary to get there.

Citizens, business owners, and developers of the City of Shavano Park participated in the creation of goals and objectives during three workshops. The goals and

Introduction

objectives were then compiled by an outside consultant and ranked by common themes. These key themes became the elements that created the basis for the comprehensive plan. (See Appendices for details from workshops.)

Members of the Technical Advisory Committee then began the process of drafting the actual plan document based on the information gathered during the citizen workshops. Citizens were also able to ask questions and provide input on the plan draft during nine town plan meetings. Additionally, the Plan presentation was posted on the City's website.

A number of communication methods were used to encourage interest and participation in the comprehensive planning process. Citizens were notified of the meetings through e-mail, newsletters and the City's website.

PLAN REVIEW PROCESS

Our City's Planning & Zoning Commission will review the Plan periodically, and at such other times as requested by the City Council. We anticipate that future decisions will be consistent with the policies established in this Plan. If future projects are approved by the City Council which differ from the Plan's original intent, the City Council will amend the Plan to reflect those changes.



Introduction

In connection with their review of the status of the Plan, the Planning & Zoning Commission will issue a written report to City Council. This report will include the following items:

- A summary of growth statistics for the past fiscal year.
- An evaluation of each element of the Plan, which summarizes progress toward achieving the Plan's objectives.
- An assessment of Plan actions showing the current status of items scheduled for completion within the review period and for the following five years.
- A compilation of recommended changes to the existing Plan.



DEVELOPING OUR CITY'S VISION

The City Council assigned the Town Plan project to the Planning & Zoning Commission and appointed citizens to form the Town Plan Technical Advisory Committee. A series of workshops were held and citizens, property owners, elected officials, staff and planning consultants were invited to share their ideas.



VISION

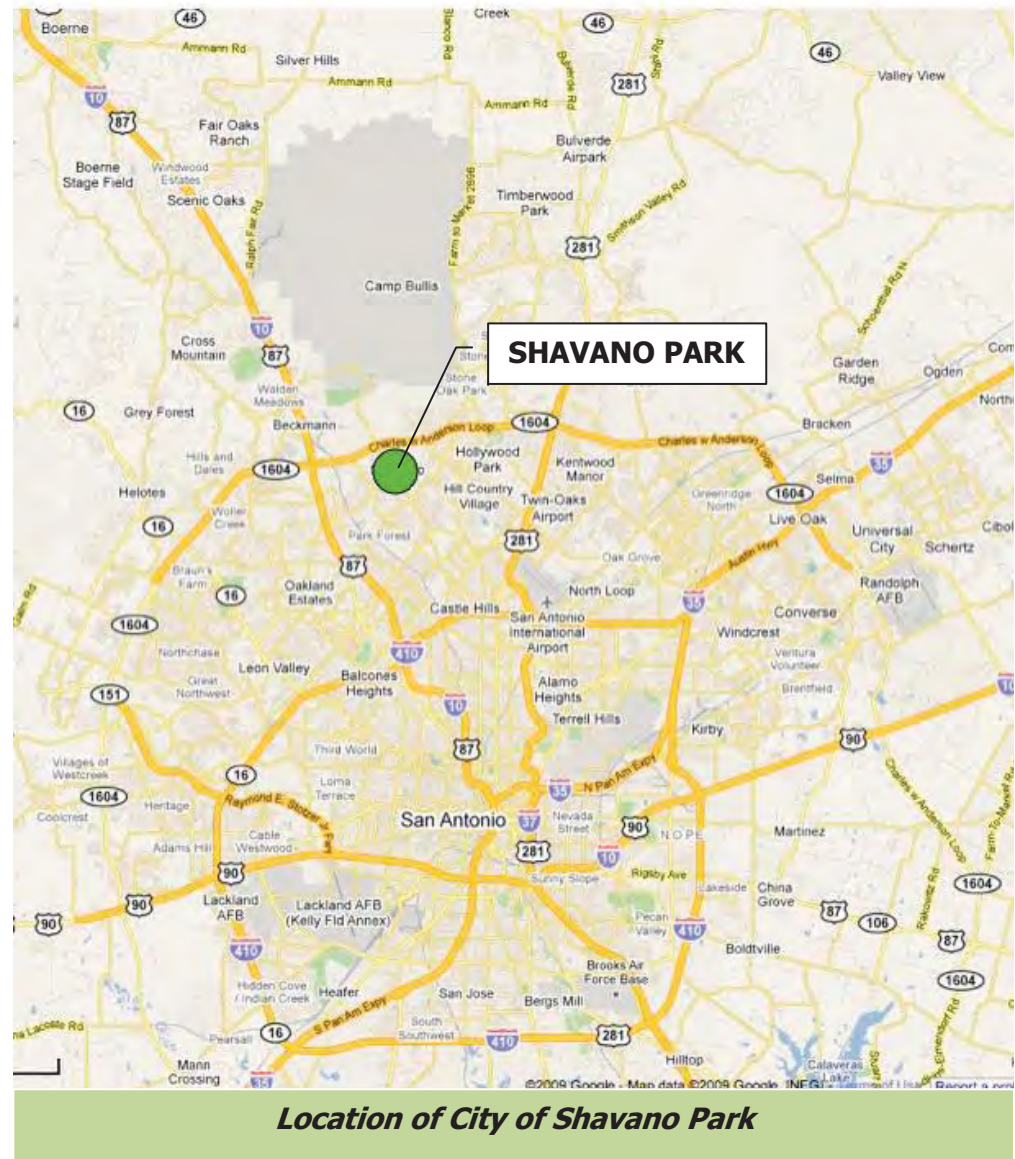
The vision represents a consensus of the ideas of those in attendance at workshops and town hall meetings. The vision's goals are to:

- Maintain the City's rural, picturesque, tree-lined scenery.
- Create a more accessible City with hike and bike trails.
- Participate in planning the thorough design and careful projected expansion of NW Military Highway by Texas Department of Transportation ("TxDot").
- Create a more community-oriented City through planned citywide activities and by the possible addition of a Community Center and/or Pavilion.
- Increase and diversify our tax base through planned developments.
- Continue the financial stability of the City.

COMMUNITY BACKGROUND

The City of Shavano Park (originally known just as Shavano) is located in northwest Bexar County at the edge of the Texas Hill Country, approximately 12 miles north of downtown San Antonio, and along the Olmos and Salado Creeks. In the late 1800's A. De Zavala operated a general store just west of our city limits. In 1881, the U.S. Postal Service opened a post office nearby, with De Zavala as the first postmaster. In 1884, a small rail station and switch was established by the San Antonio and Aransas Pass Railway. During that period of history, Shavano was a stagecoach stop between San Antonio and Boerne. The original town had a saloon, carpenter, grocer, and fifty residents. By 1896, the population reached close to 100 citizens, before beginning a gradual decline.

By 1903, the Postal Service closed the post office, and the site of the later township of Shavano Park became part of the Stowers Ranch. George Arthur Stowers came to Texas in 1889 and opened several successful furniture stores. The land Stowers acquired was originally part of a Spanish land grant. In 1947, Wallace Rogers and Sons purchased the land with the intent to develop it.



History



On June 19, 1956, the City of Shavano Park was incorporated as a General Law City. At that time, the road system consisted of only NW Military Highway and De Zavala Road, and residential development had begun in the Cliffside Subdivision, which is east of NW Military Highway. In the mid-1960's, additional roads were added, including Loop 1604 to the North, Lockhill-Selma Road to the West, and Huebner Road to the South.

Today, the City of Shavano Park is completely surrounded by the City of San Antonio. The City's boundaries are generally Loop

1604 on the North, Huebner Road on the South, Lockhill-Selma Road on the West and Salado Creek on the East. The City encompasses approximately 1.77 square miles of land area and as of 2010 has a population of approximately 3,200 residents.



1958 Cattle drive down NW Military Highway at End Gate.

Issues & Opportunities

KEY COMMUNITY ISSUES

- Stewardship of the City's natural land features.
- Protect and improve the quality and character of existing and future developments.
- Provide quality services and amenities for City residents and business owners.
- Design and implement developments that are in the best long-term interest of City residents and business owners.
- Provide for an identifiable City Center.
- Improve our citizen's quality of life.

KEY COMMUNITY OPPORTUNITIES

- Development of the 23 acre municipal tract located at the northwest corner of NW Military Highway and De Zavala Road ("Municipal Tract") to encourage community interaction and create a sense of a community center.
- Become proactively involved in TxDot's planning and design of any future NW Military Highway expansion.
- Create hike & bike trails throughout the City to improve quality of life and increase connectivity.
- Increase retail and mixed-use development opportunities to generate new sources of tax revenue.
- Plan for the continued financial stability of the City.

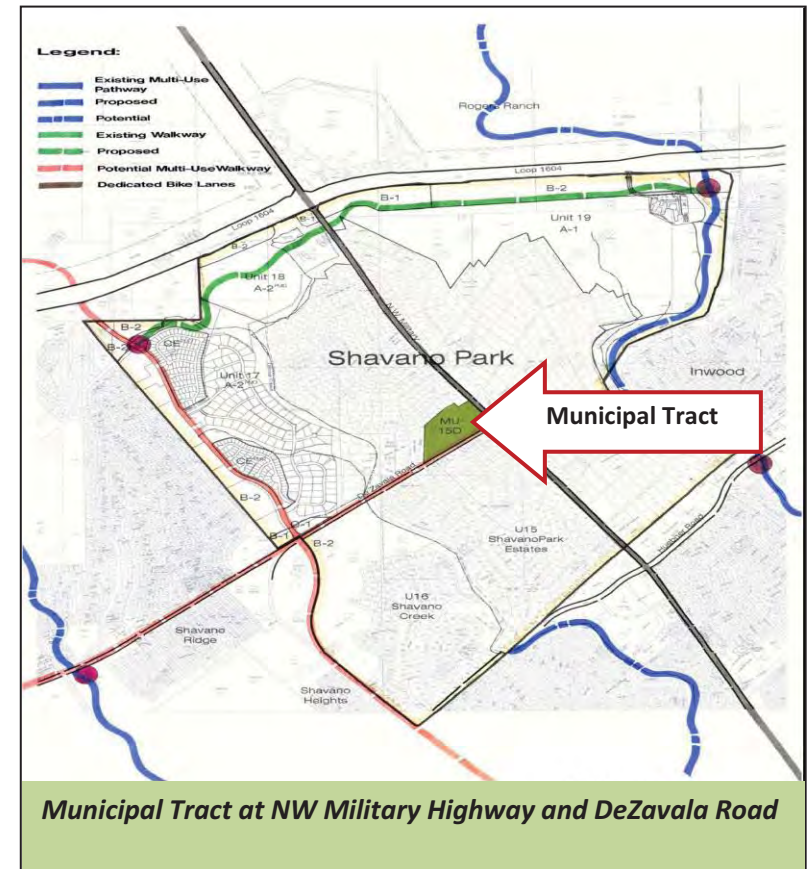


Planning Areas - Municipal Tract

MUNICIPAL TRACT AND CREATING COMMUNITY

One of the great resources of Shavano Park is its Municipal Tract of land, on which are presently located the City's administrative offices, Police Department and Bexar Metropolitan 911 District (Bexar Metro). This tract of land consists of approximately 23 acres of land and is located in the center of the City at the intersection of De Zavala Road and NW Military Highway. Except for the City offices and Bexar Metro, the property is largely undeveloped and is covered with natural vegetation, including large oak trees.

A concept expressed at the public meetings was that although the City's name includes the word "Park", no parks are actually located within the city limits. Many citizens felt that developing such a park would not only benefit the health of the community, but would also enhance the social opportunities for creating a sense of community for its residents and enhance the image of Shavano Park. In addition, an active civic participation could be further created by the construction of a community building with associated indoor or outdoor wellness and recreation areas. For land areas not used in defining Shavano Park's City Center, landscaping and other improvements consistent with our rural character are desired. The Municipal Tract would be a place where neighbors could meet neighbors and children could safely play outdoors.



Planning Areas - Municipal Tract

The proposed development of the Municipal Tract would also provide a unique area for community events that would further increase a resident based sense of community. Possible community activities that could be held utilizing our Municipal Tract include club meetings, a Farmer's Market, a Founder's Day celebration, Fiesta events, and other community wide activities and celebrations. Many residents of the City seek opportunities to get involved and to make lasting contributions to the image of Shavano Park, and a City Center would provide them with several unique opportunities for their contributions to the City.

Some possible elements of the proposed City Center would be:

- A community center building that would be large enough to host City group meetings, citizen functions, and other social and professional meetings. The City could outfit the building with a catering/community kitchen and other service friendly amenities.



CONCEPTUAL SHAVANO PARK TOWN CENTER

Planning Areas - Municipal Tract

- The outdoor area could likely include a pavilion, walking trails, xeriscape landscaping, one or more water features, picnic tables, and sitting benches. The entire 23 acre Municipal tract should present a very pleasing rural curb appeal image. This would include thinning trees and underbrush, except for the buffer areas between the Municipal Tract and existing residences.
- A wellness area should have workout stations and a marked nature trail for walking and jogging. The trail design would provide a closed irregular-shaped circuit and have a natural setting with smooth walking surfaces.
- The development of the proposed community center and acreage should leave the natural buffer of trees.

For the period covered by the Plan, the TAC recommends against tract commercialization



CONCEPTUAL SHAVANO PARK TOWN CENTER PAVILION

Planning Areas - Municipal Tract

for the following reasons:

- There is an agreement between our City and the family of Wallace and Mary Rogers barring commercialization of the Municipal Tract.
- Comments from citizens attending the town planning meetings favored maintaining the property for civic uses.
- Developing the Municipal Tract into a community recreational and community center would help maintain the rural character of Shavano Park and provide a place for citizens to gather for community events.

Issues:

- The City did not design the Municipal Tract with septic and water systems to accommodate significant development.
- The impact of parking, drainage, traffic, and security on the Municipal Tract and surrounding areas.
- Costs associated with planning, development and continuing maintenance.

Planning Areas - Municipal Tract

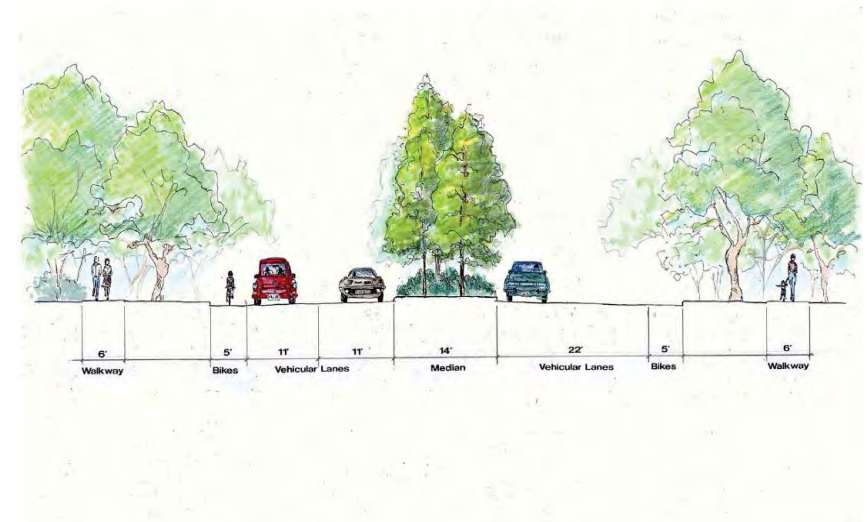
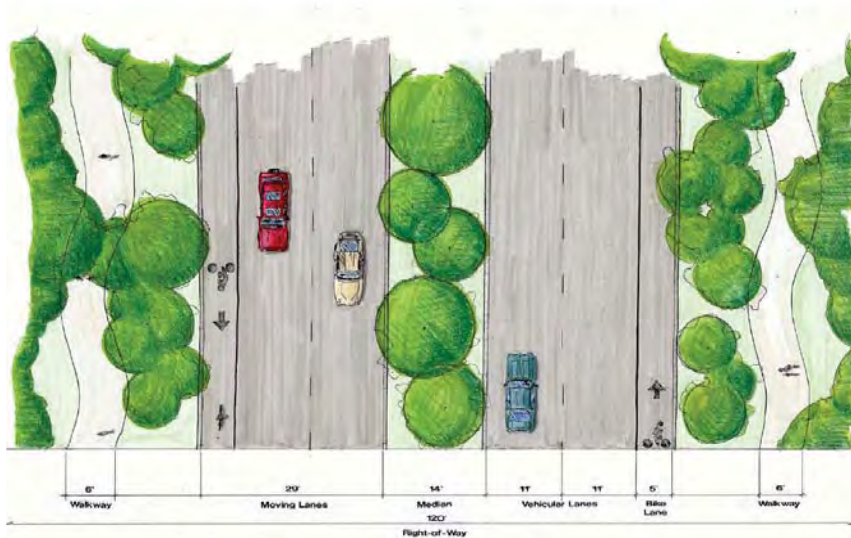
Action Steps:

- Create a citizen committee to review needs and requirements.
- Secure funding for studies.
- Hire an architectural firm to review the Municipal Tract and refine the Plan's vision for a City Center.
- Hire an engineering firm to study the overall drainage, septic and other utility requirements of a City Center.
- Consider other matters concerning the site, including security issues, legal, insurance, and other foreseeable risks from a City Center.
- Determine initial costs and annual funding required for creating and sustaining the City Center. When evaluating funding options, consideration of memorial donations through the purchase of park benches, bricks, and naming of both the park and/or nature trails are available, as well as creation of a not-for-profit organization to solicit tax-deductible contributions.
- Review possible funding sources including donations, grants, hotel/motel tax, and general revenues.
- Devise an overall plan, likely in phases.
- The physical construction of the City Center and associated structures and facilities.

Planning Areas - NW Military Highway

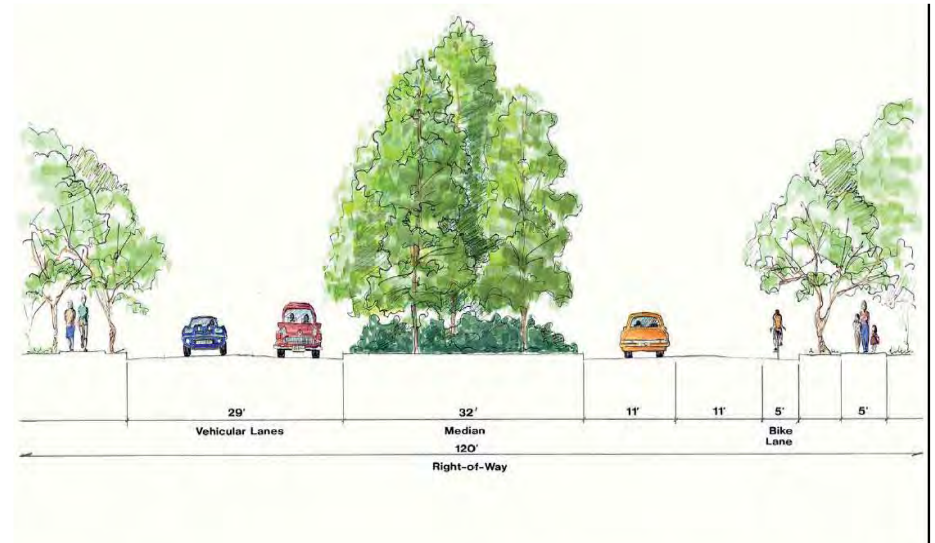
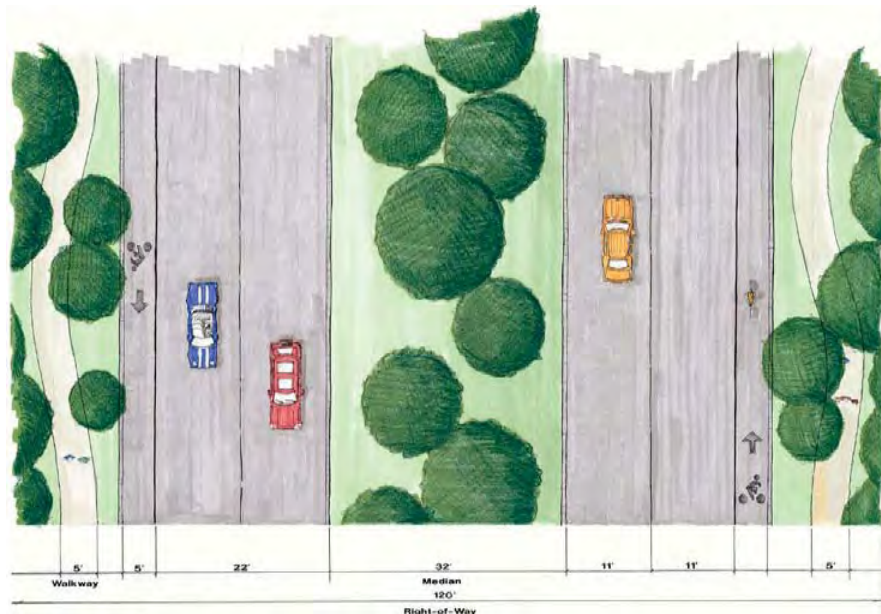
NW MILITARY HIGHWAY

Throughout the planning process, the citizens of Shavano Park strongly expressed their desire and support for the City to take control, to the greatest extent possible, of the decision-making process for development, design, and the look and feel of the impact of the future improvements to NW Military Highway. The citizens of Shavano Park want NW Military Highway to essentially be the "Main Street" for Shavano Park and effectively be designed to support the rural look and feel the citizens want for the City. In addition, the citizens do not want NW Military Highway to further bisect the City or generate a perception that it separates one section of the City from another section.



CONCEPTUAL DESIGN - SMALL MEDIAN WITH WIDE PARKWAYS

Planning Areas - NW Military Highway



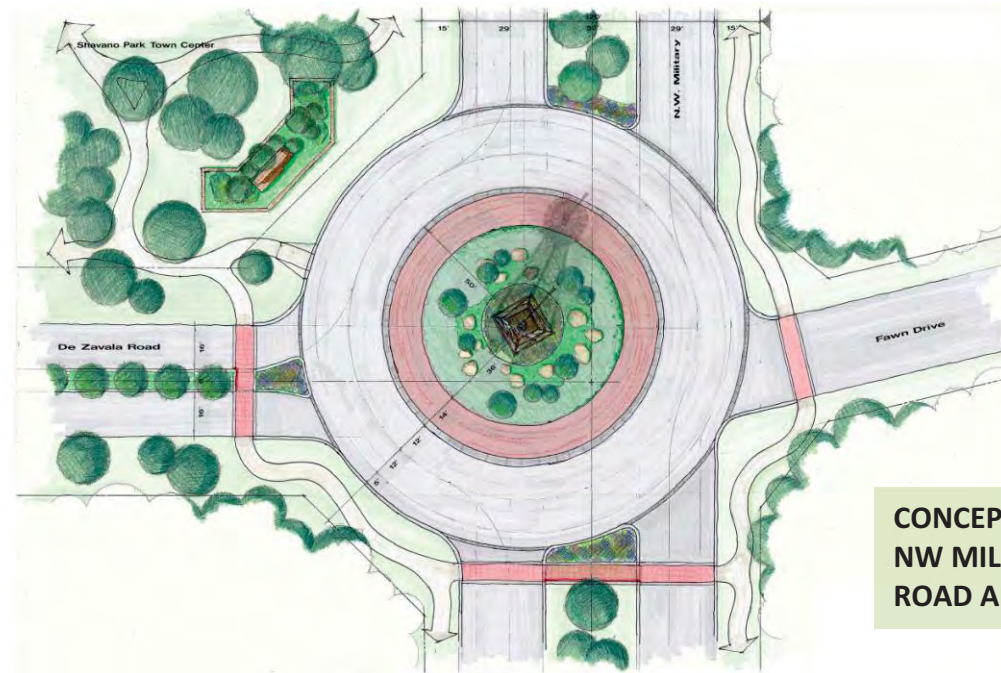
CONCEPTUAL DESIGN - LARGE MEDIAN WITH PARKWAYS

Elements of the proposed NW Military Highway expansion:

- Speed limits no higher than 45mph with a clear preference for lowering the existing speed limit.
- Two traffic lanes in each direction plus center turn lanes and medians as appropriate.
- Bike lanes and walking trails to be included on the sides of the roadway.

Planning Areas - NW Military Highway

- Special accommodations for homeowners along NW Military Highway such as special turn lanes and/or parallel collector roads to allow them to safely enter and exit their residences.
- Consideration of roundabouts as opposed to stop lights to improve traffic flow and maintain rural look and feel.
- Crosswalks at the current traffic signal near City Hall and at NW Military Highway and the access road to Loop 1604.
- Monument Signage depicting the entry points into Shavano Park at both ends of NW Military Highway.
- Landscaping consistent with a rural look and feel both from the road as well as for residents living and walking along the roadway.



CONCEPTUAL ROUNDABOUT AT
NW MILITARY HIGHWAY, DEZAVALA
ROAD AND FAWN DRIVE.

Planning Areas - NW Military Highway

Issues:

- Current TxDot's plans for expansion do not match the City's desires.
- Concern that if TxDot agrees to City's proposal, who will pay for changes.
- The cost to the City of the proposed plan.
- Possible legal and environmental compliance issues.
- Timeline for when TxDot would be ready to implement its plan.

Action Steps:

- Create citizen committee to review needs and requirements.
- Secure funding as needed (studies, engineering, etc.).
- Hire professional expertise.
- Contact and actively work with TxDot on options.

Planning Areas - NW Military Highway

Action Steps, Continued:

- Determine the funds required to implement, prepare and maintain in the event that TxDot will not fund according to our plans.
- Consider options and costs with citizen input.
- Keep citizens/home owners informed.

Planning Areas - Hike and Bike Trails

HIKE AND BIKE TRAILS

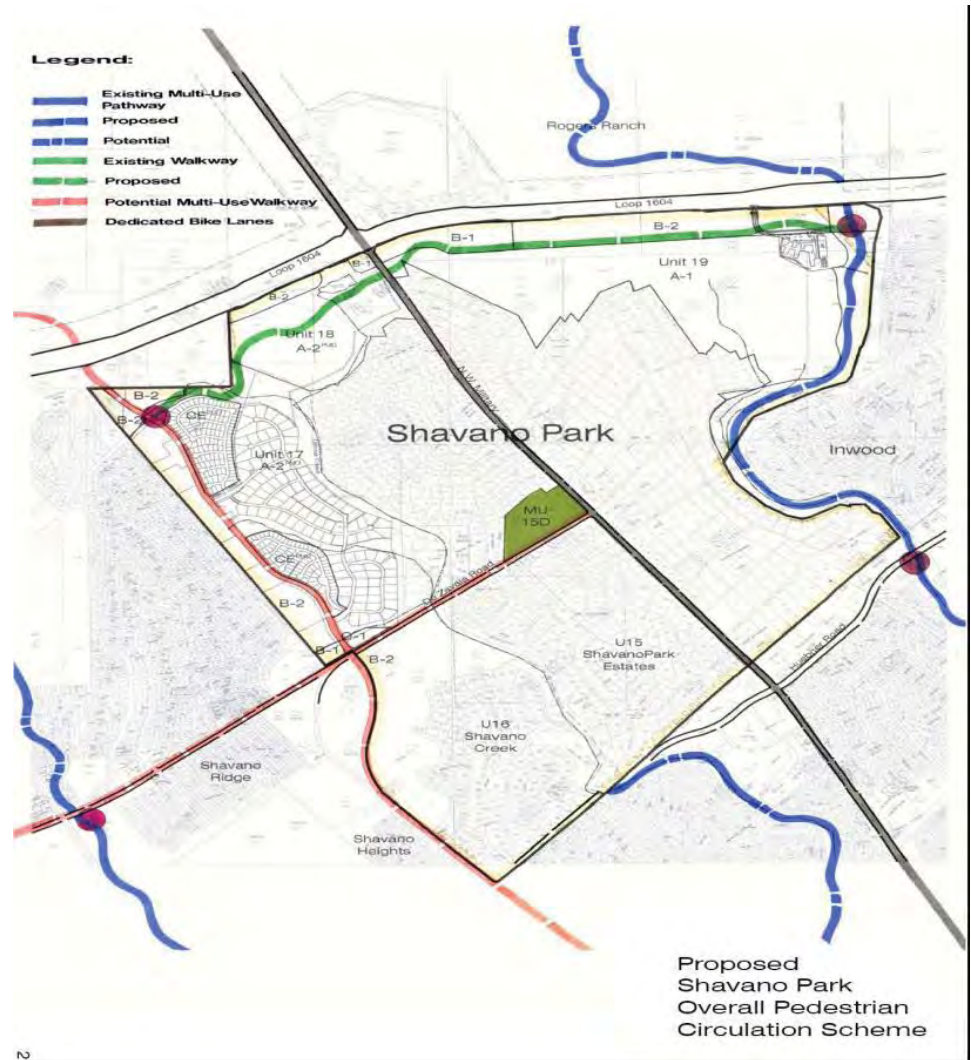
The citizens of Shavano Park have expressed support for creating hike and bike trail opportunities in our City. The key to success is to ensure that they are assets to our City and its citizens. Our citizens and professional planners are convinced that such trails will enhance property values, provided the trails are comprehensive, safe, well designed, and configured to blend in with the rural feel of our City. They must be both appropriate and prudent.

Proposed Elements of Hike and Bike Plan:

Shavano Park Hike and Bike Trails

There are a number of areas within our City to consider for development as hike and bike trails. Currently, Lockhill-Selma Road and Pond Hill Road are the only pedestrian-friendly roadways with hike and bike trails. Additional expansion areas proposed by our citizens:

- Along the north side of De Zavala Road from NW Military Highway to Lockhill-Selma Road.
- From Lockhill-Selma Road to Pond Hill Road (Willow Wood area).



Planning Areas - Hike and Bike Trials

- Connecting Blattman Elementary School to NW Military Highway in front of the wall created for the Huntington development.
- Including hike and bike trails in the NW Military Highway design.
- Along the east side of Lockhill-Selma Road from Huebner Road to De Zavala Road.



**SALADO CREEK HIKE AND BIKE TRAIL
CONCEPTUAL 1604 TRAILHEAD SKETCH**

Issues:

- The materials and trail construction must support our City's desired rural look and feel.
- City Council must establish municipal ordinances to support the control and governance of the trails.
- There must be engineer based planning for erosion control due to overuse and regular wear, especially when the trails can be used year-round.

Issues, Continued:

- Determine initial costs and annual funding required for creating and maintaining each trail.
- Design appropriate signage for positioning along the trails.
- Consider other matters concerning the trail sites, including security issues, legal, insurance, environment impacts, and other foreseeable risks from City sponsored trails.
- Be respectful of private property rights.



CONCEPTUAL DEZAVALA HIKE AND BIKE TRAIL

Planning Areas - Hike & Bike Trails



CONCEPTUAL SALADO CREEK GREENWAY

Action Steps:

- Create a citizen committee to review the needs and requirements.
- Determine who owns the property proposed for future hike and bike trails.
- Secure budget dollars for studies.
- Hire an engineering firm to draft recommendations and define and create the hike and bike plan.
- Determine the funding required for creating and maintaining the hike and bike trails.
- Hold citizen meetings to review the final plan and budget.

Planning Areas - Hike & Bike Trails

CITY OF SAN ANTONIO GREENWAYS



Salado Creek Greenway

Approximately 10 years ago the City of San Antonio began development on the linear park projects, where they proposed to connect major portions of San Antonio with hiking and biking trails. Their long range plans are to develop approximately 50 miles of trails, primarily through land available in dry creek beds of the Salado Creek, the Medina River, Leon Creek and the San Antonio River system.

To date, 30 miles of trails have been completed at a cost of approximately \$1 million per mile. More than 90% of the existing trails run through the 100 year flood plain meandering by some 20 existing neighborhoods and shopping centers.

Planning Areas - Hike & Bike Trails

SHAVANO PARK

Loop 1604

Dotted line represents Shavano Park and San Antonio boundaries

Cliffside Drive



SAN ANTONIO

Area between Blue lines represents 100 year flood plain

Inwood subdivision

Huebner Road

Planning Areas - Hike & Bike Trails

One of San Antonio's priority areas is the continued development of the Salado Creek Linear Park system from Huebner Road to Loop 1604. This park system is immediately adjacent to the eastern edge of Shavano Park's city limits.

San Antonio has proposed the continuation of the current .125% sales tax to pay for this expansion. This sales tax proposal is scheduled to be included on the ballot in connection with the November, 2010 elections. If this sales tax measure is passed, the City of San Antonio will likely use a portion of this funding to complete this expansion of the Salado Creek Greenway. Because the proposed route of the park's expansion crosses city limit lines, discussions may be required between San Antonio and Shavano Park to include land currently within Shavano Park's city limits.

Although the citizens and the Technical Advisory Committee both feel that Shavano Park will greatly benefit from the Salado Linear Park expansion proposed by San Antonio, Shavano Park has expressed that it is not in a financial position to bear any of the costs associated with its development or maintenance.

Issues:

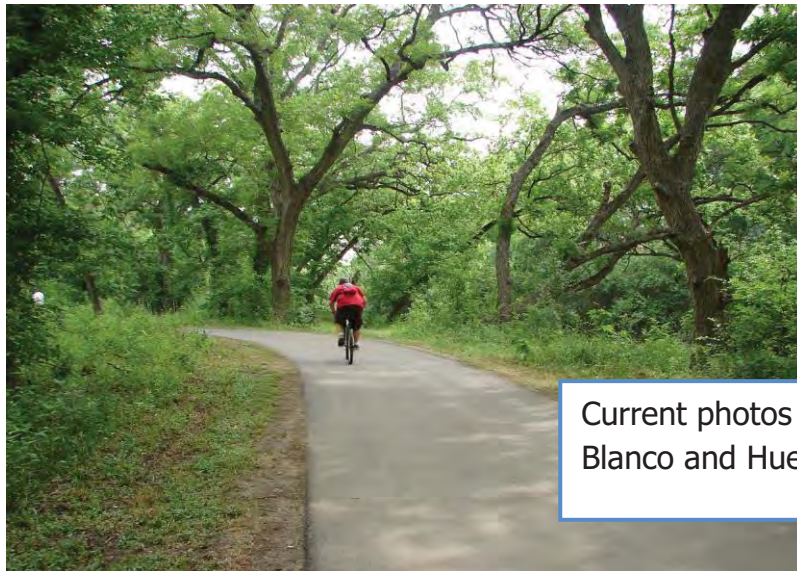
In addition to the general considerations regarding the trail, we need to consider the following:

- How much of the trail would actually be on land located within Shavano Park.
- The impact on homeowners with property immediately on the Salado Linear Park.
- Parking issues as they might exist will need to be addressed.

Action Steps:

- Coordinate with San Antonio to monitor trail location and security issues.
- If necessary, consult with legal counsel regarding best options if trail design enters Shavano Park.
- Support efforts to connect hike and bike trails to San Antonio linear parks network.

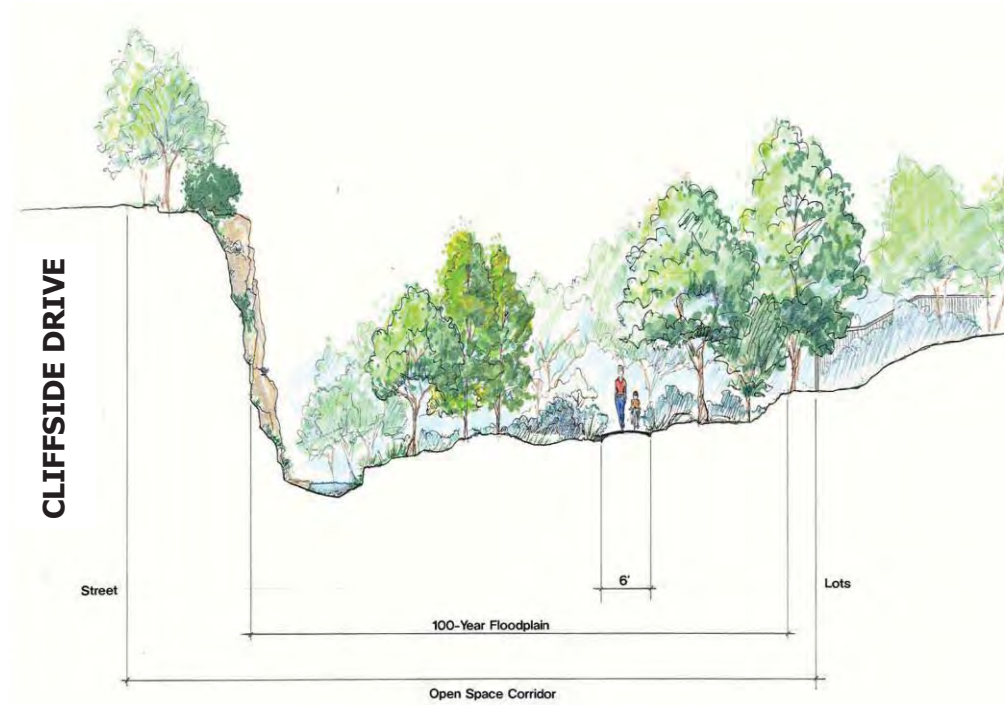
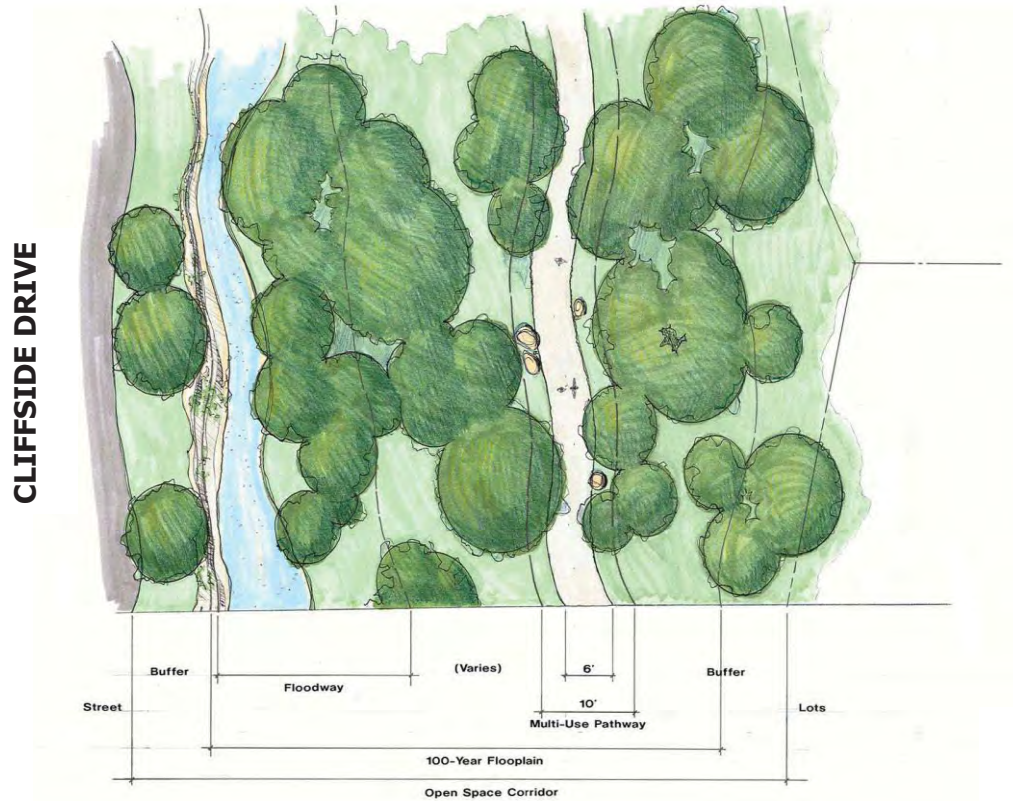
Planning Areas - Hike & Bike Trails



Current photos of Salado Creek Trail between Blanco and Huebner Roads.



Planning Areas - Hike & Bike Trails



CONCEPTUAL SALADO CREEK HIKE AND BIKE TRAIL

Planning Areas – Commercial Mixed Use Development

COMMERCIAL DEVELOPMENT

The commercial areas of Shavano Park are located in a prime north central area of metropolitan San Antonio. All undeveloped commercial land is primarily owned by one developer who works closely with the City. The challenge for the City is to maintain its existing character, charm and quality of life while adding tax revenue from future commercial developments.

Commercial property is located primarily along Loop 1604 and Lockhill-Selma Road. The majority of the City's existing commercial developments are multi-story office buildings. Other developments include an Exxon convenience store, Paesanos, an upscale restaurant, and a private tennis club.

Shavano Park is surrounded by the City of San Antonio and many services are provided within close proximity to the City, including grocery stores, restaurants, auto shops, hardware stores, dry cleaners, etc. The impact to residents of current commercial uses within the City is minimal.

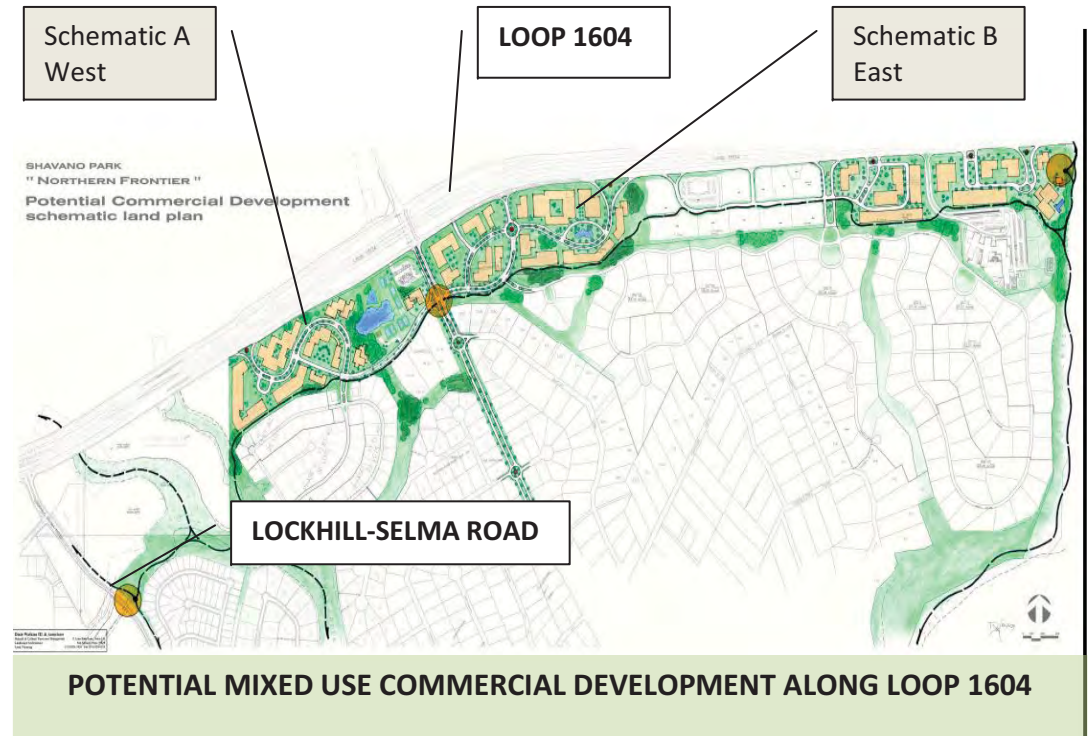


Planning Areas – Commercial Mixed-Use Development

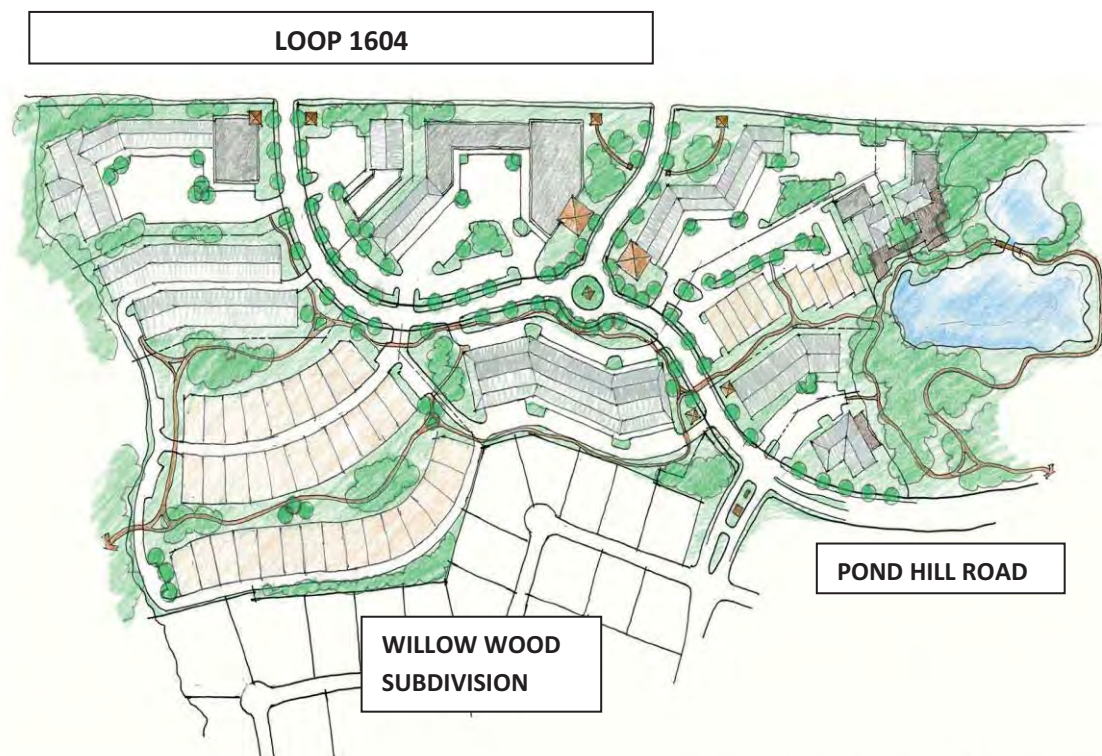
All commercial developments are serviced by San Antonio Water System for potable water and waste water services. Our current zoning requirements limit all building heights to 3 stories or 45' to limit the impact on Fire and EMS services. Zoning also limits the types of businesses allowed.

Future mixed-use development in Shavano Park will allow for multiple types of use in a building or series of buildings. Our citizens feel that future development opportunities could include a combination of commercial, office, retail and other uses. Upscale restaurants, coffee shops and retail stores are some of the other suggested business uses of a mixed-use development.

The City is not likely to see a substantial increase in commercial activity in the near future because of current economic conditions. But addressing zoning issues now and positioning the City for future growth will help to put Shavano Park in a proactive rather than reactive development mode as economic conditions improve. The City plans to closely monitor future development and economic trends and actively seek desirable businesses that are aimed at the specific needs and interests of our residents while at the same time creating a healthy, varied, and sustainable tax base.



Planning Areas - Commercial Mixed Use Development



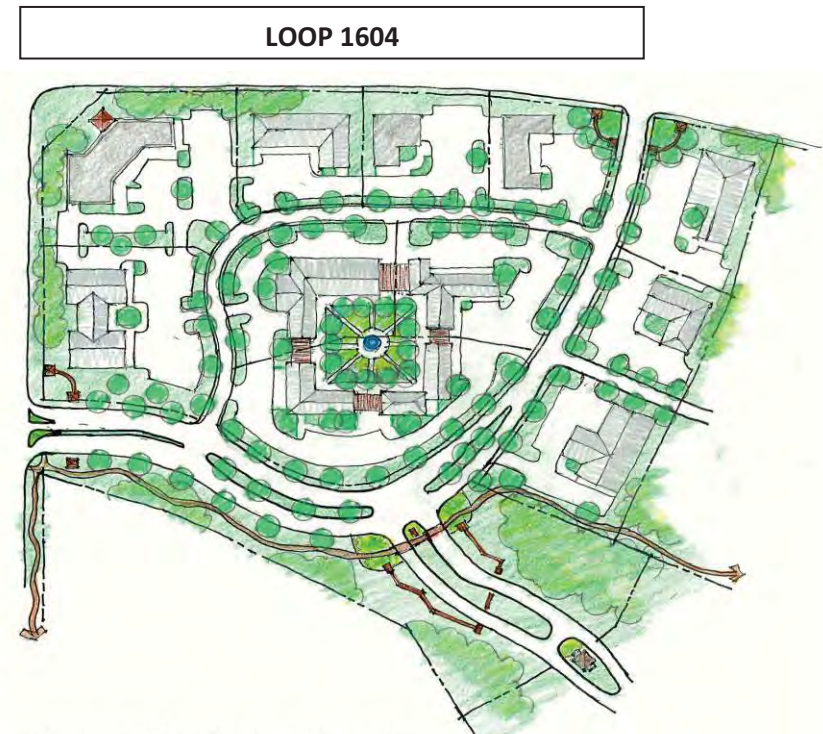
ISSUES:

- Restrictive zoning does not allow for mixed-use development.
- Current economic conditions which result in a lack of current commercial development.
- Lack of convenient access to commercial developments either by driving or walking.
- Securing commercial development projects that create long-term tax advantages for the City and business.
- City infrastructure considerations.
- Maintaining the rural look and feel of the City.
- Providing for upscale design aesthetics.

Planning Areas - Commercial Mixed Use Development

ACTION STEPS:

- Planning and Zoning Commission to meet with the developer to create a plan for future commercial development opportunities.
- Consider business owners who live in City as potential new commercial users.
- Determine more detailed needs and wants of our citizens.
- Review and revise existing zoning limits and allowances, as appropriate, to encourage mixed-use commercial development in Shavano Park.
- Seek citizen input at Planning and Zoning meetings to review and discuss any proposed zoning revisions.
- Present any zoning revisions to the City Council for approval.



CONCEPTUAL SCHEMATIC B
LOOP 1604 EAST OF NW MILITARY HIGHWAY

Planning Areas - Commercial Mixed Use Development Examples



A Continuing Vision 35

Planning Areas - Commercial Mixed Use Development Examples



A Continuing Vision 36

DEMOGRAPHIC ANALYSIS

People are the most important aspect of our community. Examination of our City's population provides a better understanding of elements affecting the planning process and plan recommendations.

POPULATION GROWTH

Shavano Park has experienced a 93% increase in population in the last 10 years. According to the 2000 Census, the City's total population was 1,754, and U.S. Census Bureau has estimated that our 2010 population is approximately 3,200 residents. Our population has grown through implementation of our annexation program adopted in 1999 and development of new neighborhoods. Review of the current and estimated population growth in Shavano Park and the surrounding area will help to adequately plan and prepare for our City's future.

Growth factors include the City's location in the desirable North Central area, located just off two major highways (Loop 1604/IH 10), a great school district, easy commutes to employment and airport, and plentiful shopping nearby.

Population by Decade 1970 - 2010

Year	Population	Change	% Change
1970	881		
1980	1,448	567	64%
1990	1,708	260	17%
2000	1,754	46	2%
2010	3,200	1646	93%

(Source: U.S. Census.gov)

Demographics

<i>Social Characteristics</i>	Number	Percent	U.S.
Population 25 years +	1,241		
High school graduate or higher	1,207	97.3	80.4%
Bachelor's degree or higher	774	62.4	24.4%
Civilian veterans (civilian population 18 years +)	297	22.2	12.7%
Disability status (population 5 years and over)	183	10.5	19.3%
Foreign born	102	5.7	11.1%
Male, Now married, except separated (15 years and over)	517	75	56.7%
Female, Now married, except separated (15 years and older)	521	68.2	52.1%
Speaking a language other than English at home (5 years +)	273	15.7	17.9%
<i>Economic Characteristics</i>	Number	Percent	U.S.
In labor force (population 16 years +)	788	55.3	63.9%
Mean travel time to work in minutes (workers 16 years +)	25.6	(X)	25.5
Median household income in 1999 (\$)	108,306	(X)	41,994
Median family income in 1999(\$)	111,505	(X)	50,046
Per capita income in 1999 (\$)	47,705	(X)	21,587
Families below poverty level	4	0.7	9.2%
Individual below poverty level	43	2.4	12.4%
<i>Housing Characteristics</i>	Number	Percent	U.S.
Single-family owner-occupied homes	608		
Median value (dollars)	225,000	(X)	119,600
Median of monthly owner costs	(X)	(X)	
With a mortgage (dollars)	2.022	(X)	1,088
Not mortgaged (dollars)	588	(X)	295
(X) Not applicable			
Source: U.S. Census Bureau, Summary File 1 (SF 1) and Summary File 3(SF 3)			

POPULATION FACTS - 2000

*Shavano Park residents
as compared with the
average U.S. citizen:*

	<i>Shavano Park</i>	<i>U.S.</i>
<i>Civilian Veterans</i>	22.2%	12.7%
<i>Disability Status</i>	10.5%	19.3%
<i>Median Household Income</i>	\$108,306	\$41,994
<i>Per Capita Income in 1999</i>	\$47,705	\$21,587
<i>Education Bachelors or higher</i>	62.4%	24.4%

HOUSING MARKET

The composition of household types is exclusively single-family residences except for Homewood Residence, a commercial retirement community.

In 2009, 39 houses were sold through the Multiple Listing Service (MLS), with an average reported selling price of \$756,423, with the highest selling price reported being \$1,985,000 and the lowest being \$227,500. All but three homes sold for more than \$300,000 and 8 homes sold for more than \$1,000,000.

Due to the 2008 economic downturn and various San Antonio business relocations, the Shavano Park real estate market has slowed considerably from previous years.

CURRENT REAL ESTATE MARKET STATISTICS

As of August 2010 there were 67 homes for sale, with an average asking price of \$916,091, with the highest list price of \$3,300,000 and the lowest list price of \$245,000. In the last six months, 23 homes sold, with an average sales price of \$709,646, with a high of \$1,400,000 and low of \$284,500. There are currently 8 homes pending sale.

Population Facts - 2000

Shavano Park residents as compared with the average U.S. citizen:

	Shavano Park	U.S.
Homeowners	98%	66%
Household Size	2.79	2.59
Higher Median Housing Value	\$225,000*	\$119,600

* San Antonio Median Housing Value is approximately \$150,000

SINGLE-FAMILY RESIDENTIAL NEIGHBORHOODS

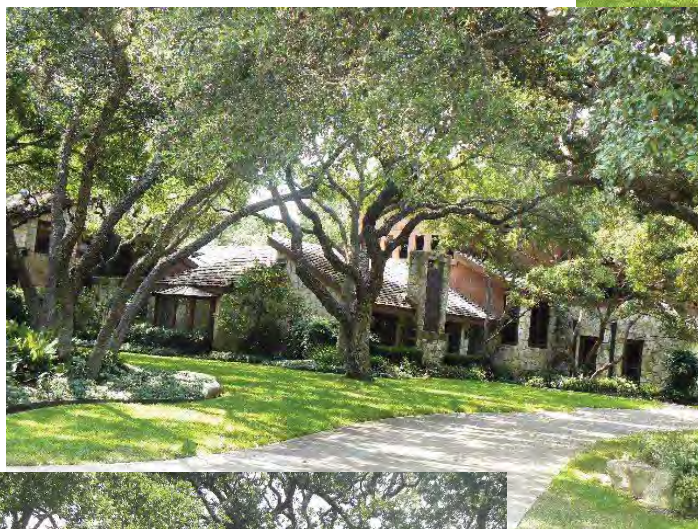


Residential Land Use - Existing

The city of Shavano Park offers a unique blend of small town values with urban conveniences. Residents enjoy ideal upscale family living in a variety of quiet neighborhood settings from the original established neighborhoods, from before the city was incorporated in 1956, to newly built exclusive gated communities.

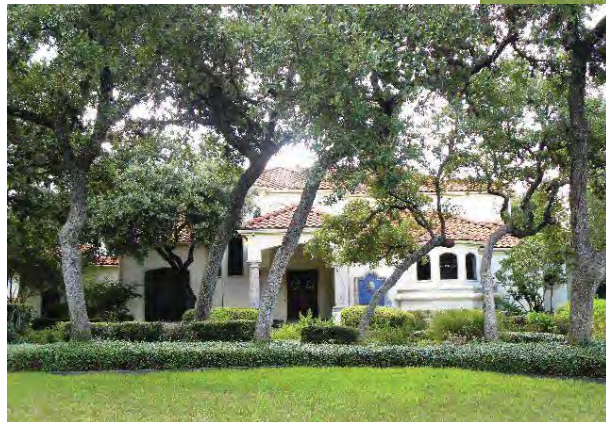
Shavano Park

The original developments of Shavano Park include lots ranging from .6 to nearly 6 acres.



Residential Land Use - Existing

Shavano Park Estates



Residential Land Use - Existing

Shavano Creek



Residential Land Use - Existing

Bentley Manor Estates



Residential Land Use - Existing



Bentley Manor Cottages



Residential Land Use - New Construction



Huntington

Huntington is the newest, most exclusive estate community in Shavano Park. The only neighborhood with 24 hour guard-gated security. Located in the Northeast area of the City, this neighborhood offers 142 private, secluded estate lots of over 1 acre.



Residential Land Use - New Construction

Huntington

conceptual designs

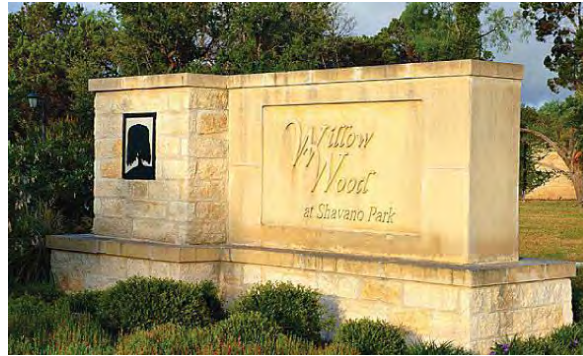


A Continuing Vision 47

Residential Land Use - New Construction

Willow Wood

Willow Wood is a new gated neighborhood of 93 estate homes on 49 acres with lots ranging from .36 to .7 of an acre.



A Continuing Vision 48

Residential Land Use - New Construction



Garden Villas at Bentley Manor

The Garden Villas at Bentley Manor are the newest addition to the Bentley Manor master planned, gated community. There are 123 garden lots.



Commercial & Other Public Property Use



Commercial & Other Public Property Use

Developed commercial and other public property land is located exclusively on our City's outer boundaries, and it primarily consists of office buildings. Other developed commercial projects include a local high-end restaurant, medical surgery center, retail, a gas station, and a private tennis club. Northside Independent School District's Blattman Elementary School is also located in Shavano Park. Undeveloped land for remaining commercial developments is available along the City's major thoroughfares of Loop 1604 and Lockhill-Selma Road. Shavano Park is unique in that all remaining undeveloped commercial property is owned primarily by one developer.



Commercial & Other Public Property Use



Commercial & Other Public Property Use



Existing Conditions

TAX RATE

The City's 2009-2010 tax rate is \$.324800 per \$100 valuation. Although this rate is lower than many neighboring cities, other cities with higher tax rates offer additional amenities such as free trash pick-up, parks, public swimming pools, etc. that Shavano Park does not currently offer. Shavano Park is in the Northside Independent School District (NISD), which assessed a 2009-2010 tax rate of \$1.337500 per \$100 valuation. Additionally, Shavano Park implemented an over age 65 tax freeze in 2004.

City	2009 Rate
Hollywood Park	.490000
Olmos Park	.463400
Terrell Hills	.391301
Alamo Heights	.355662
Shavano Park	.324800
Fair Oaks Ranch	.241500
Grey Forest	.093525
Hill Country Village	.095000

School District	2009 Rate
Northside ISD	1.337500
Alamo Heights ISD	1.162000
Boerne ISD	1.330000
Northeast ISD	1.402900

SOURCE: All data reported above is from the Bexar Appraisal District website.

Existing Conditions

ZONING

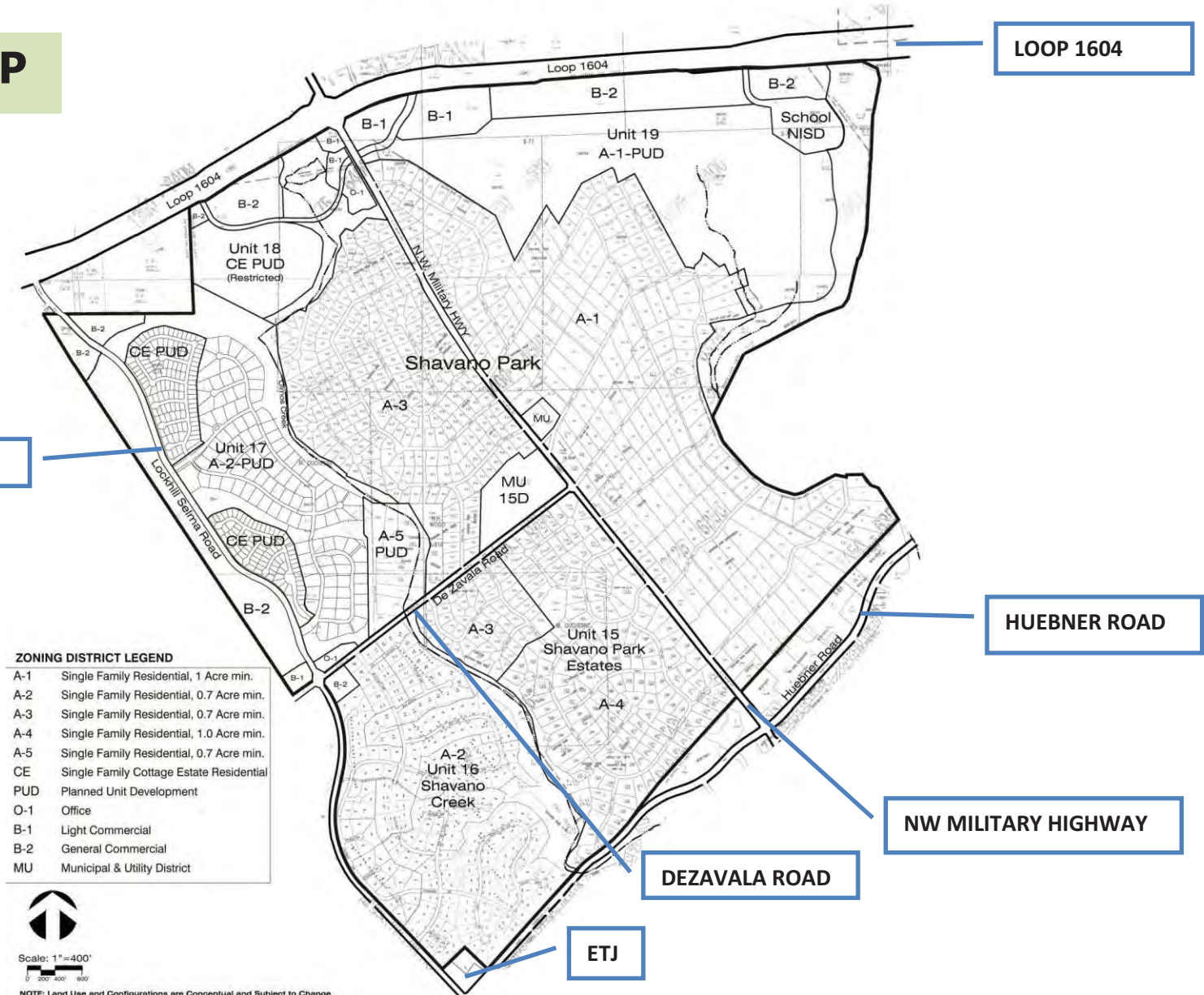
Current zoning is primarily single-family residential classifications throughout the City. Multi-family zoning is prohibited by ordinance. Commercial zoning is located predominately along the west side of Lockhill-Selma Road and on the south side of Loop 1604. Additionally, there is an office park and adult living facility located at the northeast and southeast corners of Lockhill-Selma and DeZavala Roads, respectively.

The City's zoning districts are as follows:

A-1, A-2, A-3, A-4	Single-Family Residential Districts
A-1, A-5 PUD	Single-Family Residential Planned Unit Development
CE	Single-Family Cottage Estates Residential District
M-U	Municipal and Utility District
O-1	Office District
B-1	Business District
B-2	Business District
PUD	Planned Unit Development District

Existing Conditions

ZONING MAP



Existing Conditions

SCHOOL DISTRICT

Northside Independent School District (NISD) is an award-winning school system and one of San Antonio's premier school districts. NISD is often referred to as San Antonio's "destination district" because the majority of people building new homes do so in this school district. NISD was one of five finalists in the nation for the 2007 Broad Prize, the "Nobel Prize" of public education. It is also a Recognized rated school district by the Texas Education Agency.

TRANSPORTATION

The City of Shavano Park is ideally located within easy commuting distance to major shopping centers, restaurants, banks, schools, and the University of Texas at San Antonio. Additionally, the VIA Metropolitan Transit Authority has provided transportation services from numerous locations within Shavano Park to locations throughout the metropolitan area of the city of San Antonio for over twenty years. A VIA Metropolitan Transit Authority park-and-ride facility is located just outside of the city limits of Shavano Park at Loop 1604 and IH 10. The consensus of opinion from the citizens is that the automobile will continue to be the primary source of transportation for the residents of Shavano Park, and thus the Plan contains no recommendations for additional bus lines or rail lines.

The City's three major thoroughfares are NW Military Highway, Lockhill-Selma Road, and De Zavala Road. While the speed limit on both Lockhill-Selma Road and on De Zavala Road is 35 mph, the speed limit on NW Military Highway is 45 mph. Based on the 2007 traffic map, as prepared by TxDot, our City's NW Military Highway traffic count was 23,100 vehicles per day. With continued City of San Antonio growth, and with the increased traffic congestion of its main thoroughfares, Shavano Park's main thoroughfares of N.W. Military Highway, De Zavala and Lockhill-Selma Roads have experienced significant increases in their traffic

counts. During the busiest times of the day, residents along NW Military Highway often find it difficult to exit their neighborhoods and enter onto NW Military Highway. TxDot is currently completing a project for the widening of NW Military Highway from four lanes to six lanes plus a turn lane just south of Shavano Park, and this expansion will likely further increase the traffic flow through the center of our City.

DARK SKIES

The United States Army expressed concern regarding its ability to continue to conduct night training exercises because of excessive outdoor lighting within a five-mile perimeter of Camp Bullis. Shavano Park is located within this five-mile corridor, and in 2009, our City Council established regulations for outdoor lighting impacting Camp Bullis.

EDWARDS AQUIFER RECHARGE ZONE

The recharge zone for the Edwards Aquifer stretches west and northeast of Bexar County. The recharge zone is about 4 miles wide along the section of Loop 1604, on the northern edge of Shavano Park with Loop 1604 at about the mid-point. Thus, the City is located over the environmentally sensitive Edwards Aquifer Recharge Zone. Shavano Park water usage, planning, and development over the zone are impacted and controlled by the Texas Commission on Environmental Quality, a state agency.

WATER CONSERVATION PROGRAMS

To encourage water conservation, the City-owned water system offers rebate programs for low-flow toilets and low use washing machines. Approximately one-half of the City is serviced by the San Antonio Water System which offers the same rebate programs.

TREE PRESERVATION

One of our City's great natural resources is its beautiful tree canopy. Existing trees help to create an attractive rural character, protect against soil erosion, and offer shade to homes to reduce utility bills. During the town meeting process, citizens made numerous comments about how our trees contributed to the allure and beauty of Shavano Park. In addition, groves of "second generation trees" occur throughout the City.

Primarily established trees are Live Oaks with a scattering of Burr, Red and Post Oaks, as well as, Juniper, Mesquite, Hackberry and Cedar Elm. A diversity of tree species is desirable because it not only adds to the aesthetic quality of the City, but it also helps prevent the widespread devastation caused by single species disease or infestation. By ordinance, native trees, which are known to flourish in South Texas, are encouraged on commercial plats. Also, trees of varying heights and foliage densities add to the lushness of the City's neighborhoods and streetscapes and should be encouraged.

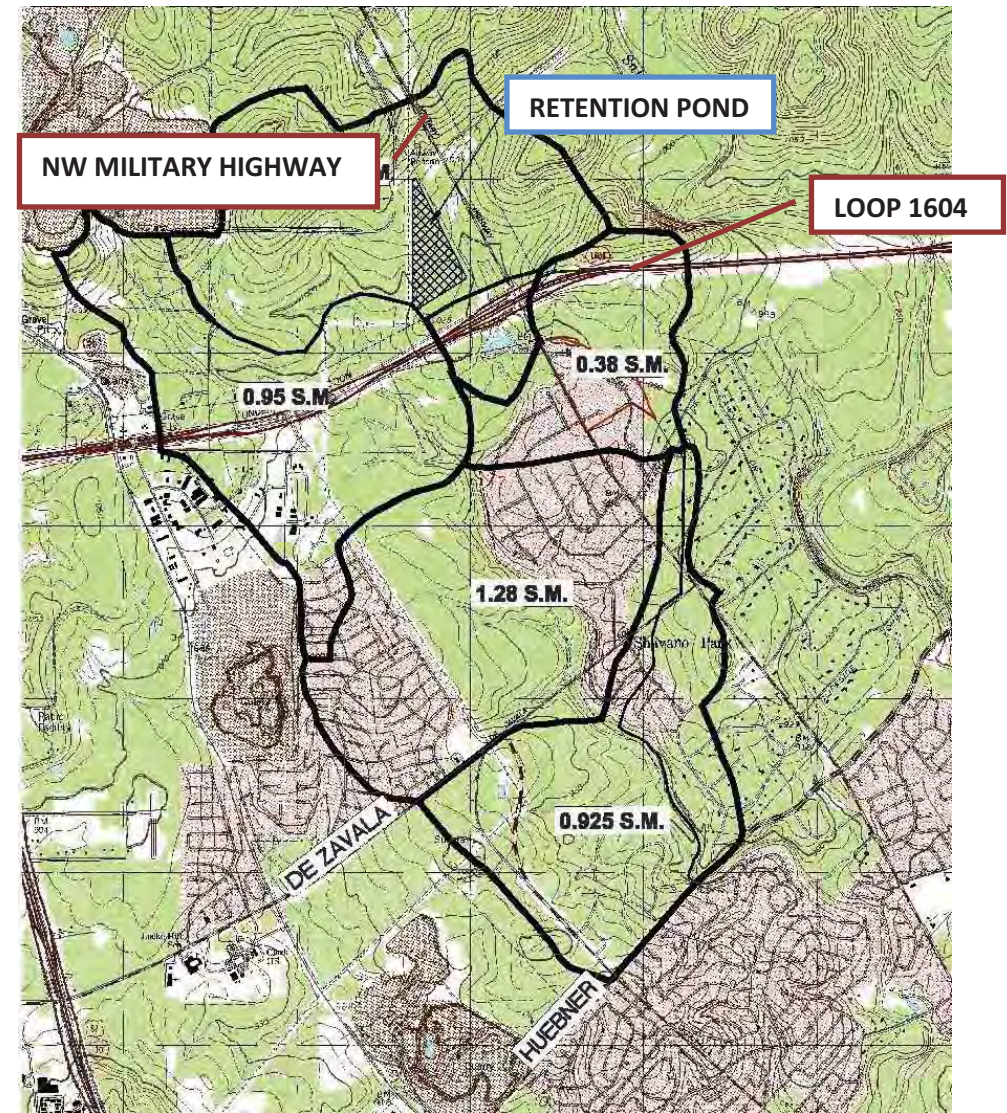


Demolition of a heritage tree as defined by the City's Municipal Code should be considered only as a last resort, and commercial developers must demonstrate that no other alternative is available before proceeding with demolition. During 2005, the City adopted a tree preservation ordinance as part of the City's Municipal Code.

FLOODING/DRAINAGE

Some of the land north of the intersection of Loop 1604 and NW Military Highway drains into Olmos Creek, which is the major watercourse of the upper San Antonio River watershed. Upper branches of the Olmos Creek reach just north of Loop 1604. The Salado Creek watershed begins just east and north of the City. The storm water drainage system serving most areas of Shavano Park consists of overland flow to natural drainage ways or to unlined open ditches and channels alongside public and private roads. Our City typically uses culverts to route storm water under driveways and roadways. Most storm water runoff from within the City flows into roadside drainage ditches that discharge collected storm water to various natural swales, creeks, rivers, and intermittent and perennial streams as determined by local topography.

There are curbs and gutters in most of the City's newer commercial and residential areas. Collected gutter flow discharges into natural drainage swales, roadside ditches, or storm water inlets. Storm water flowing into the inlets or catch basins is typically discharged through culverts to adjacent natural or man-made surface drainage channels.

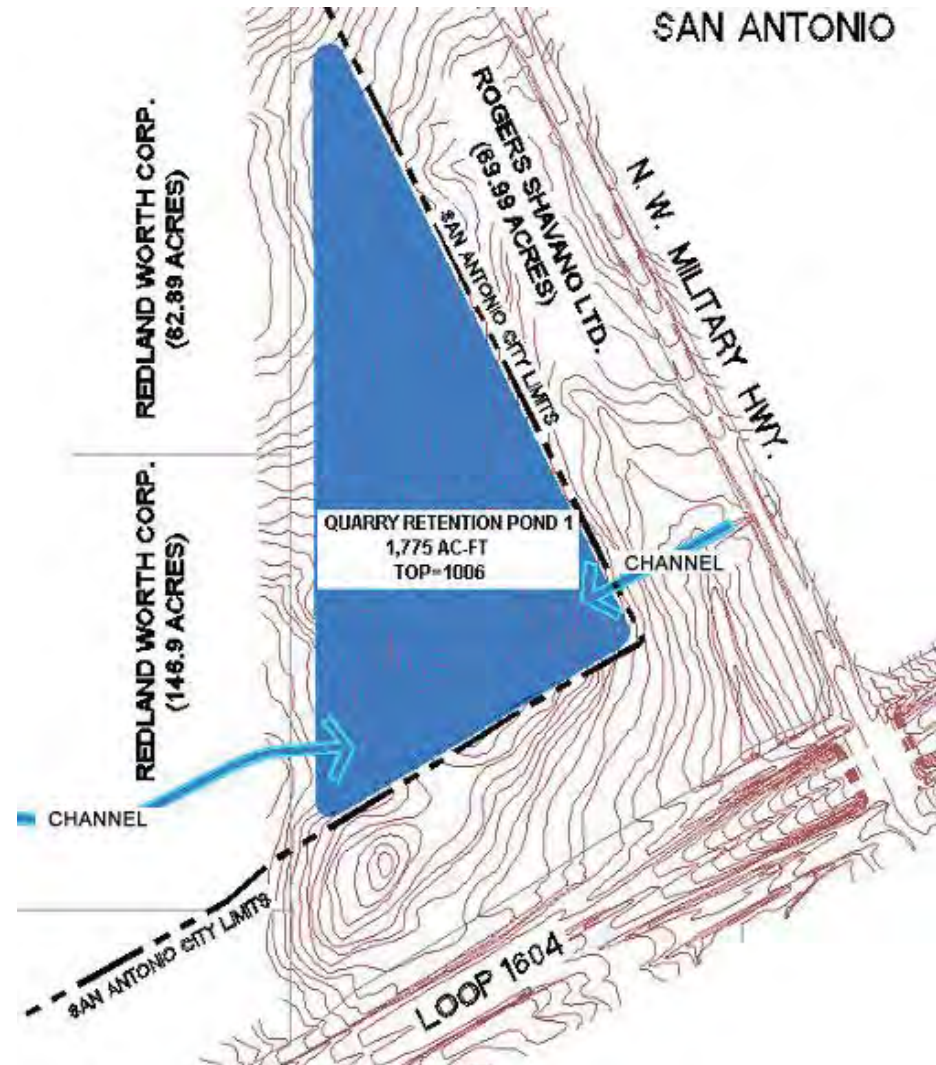


RETENTION POND NORTH OF SHAVANO PARK AND LOOP 1604

QUARRY RETENTION POND

Construction to channelize water from the area northeast of Loop 1604 and N.W. Military Highway to a triangle shaped retention pond has been completed. The channel connecting to the culvert under N.W. Military Highway is intended to alleviate flooding in the northwest quadrant of the City along the Olmos Creek. The triangle shaped quarry pit located northwest of the intersection of Loop 1604 and NW Military Highway should help eliminate many of the City's flooding problems during times of especially heavy rainfall.

The Quarry Retention Pond has been engineered to have a water storage capacity equal to 940 acre feet which is estimated to exceed the requirements for storm water run-off for two 100 year floods.

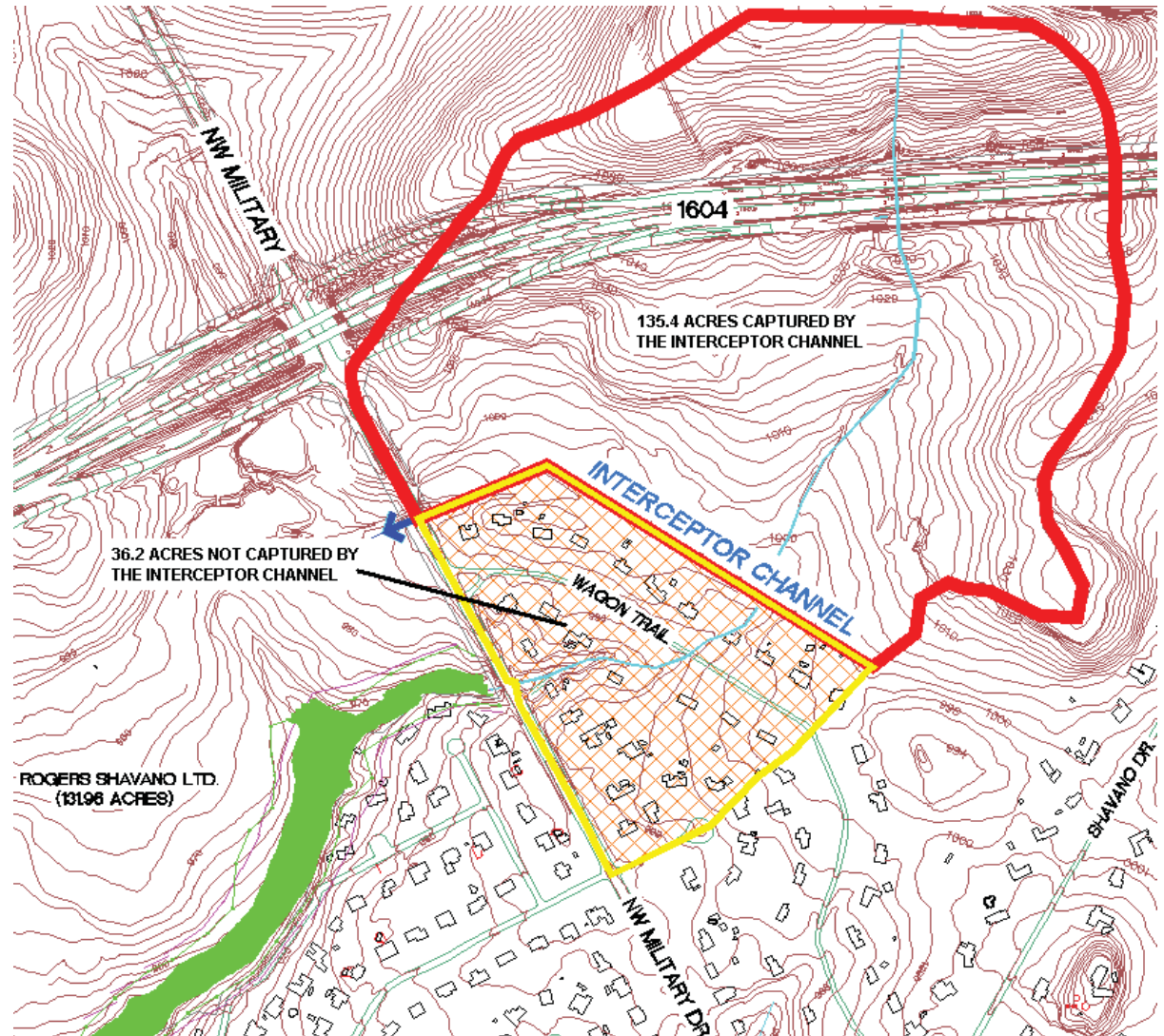


Quarry Retention Pond located just outside Shavano Park, north of 1604 and west of NW Military Highway.

INTERCEPTOR CHANNEL

To control periodic flooding to homes along Wagon Trail and on lands to be developed south of Loop 1604 and west of Wagon Trail, an interceptor channel has been completed.

This channel is intended to intercept storm waters from flood prone areas of Shavano Park and direct the storm flows downstream to the Olmos Creek Watershed.



Emergency Services

The City provides professional, full-time, fire and EMS services and police protection. The Police Department is located at City Hall and the Fire and EMS Departments are located across from City Hall on NW Military Highway in a newly remodeled facility.

Public Works

The Public Works Department's responsibilities include traffic control, emergency response operations, special events, and assistance in code enforcement. The Department also regularly inspects City streets for needed repairs, pavement management, and sight obstructions. It also provides management of the City's water system, maintains and operates the City water well sites, and repairs any water system leaks.

Sewer and Waste Water

The City does not provide wastewater or sewer services to residents connected to the Shavano Park Water System. Instead, these services are provided by citizen owned and maintained septic systems. Residents of Bentley Manor, Huntington, Shavano Creek, and Willow Wood subdivisions, as well as commercial areas along Loop 1604 and Lockhill-Selma Road, receive sewer services from the San Antonio Water System.

Solid Waste

The City contracts with an outside vendor to provide twice-weekly curbside residential garbage collection, once a week curbside recycling collection and bi-annual brush and bulky item collection services. Commercial customers

Infrastructure

receive refuse services every day except for Sunday. Residents may also participate in the free Bexar County Household Hazardous Waste Program. The City also provides a hazardous material spill response, containment, and clean-up service. Although contracted by the City Council, City residents individually pay for all solid waste services.

Street Maintenance

The City's Public Works Department manages, maintains, and repairs approximately 22 miles of City streets and rights-of-way.

Water Service

The City owns and manages its own water system, which provides potable water to approximately one-half of the City's population. Currently, the Shavano Park Water System's only source of water is from the Edwards Aquifer and water is secured from four operational wells. The City is in the process of developing a new alternative water source from the Trinity Aquifer, which City staff has scheduled to begin pumping operations in late 2010. The City's water system provides water for residents located in the older areas east of NW Military Highway and for the original neighborhoods located west of NW Military Highway. Residents living in Bentley Manor, Huntington, Shavano Creek and Willow Wood, and the commercial areas along Loop 1604 and Lockhill-Selma Road, receive potable water services from the San Antonio Water System.

Utilities

CPS Energy provides all electricity and gas service in the City. Time Warner provides cable services, and there are a number of vendors, including AT&T, offering dish network products and telephone service.

Acknowledgements

Citizens of Shavano Park

MAYOR & COUNCIL MEMBERS

A. David Marne, Mayor
Bruce Bauman
Etta Fanning
Ken McClure
Al Walea
Mary Werner

PLANNING AND ZONING COMMISSION

Bob Werner, Chairman
Michele Bunting Ross
John Green
Joseph "Jip" Holmes
Michael Janssen
David Jauer
Mark Kamstra
Richard Lazor
Thomas Weissler

TOWN PLAN TECHNICAL ADVISORY COMMITTEE

Mark Kamstra, Chairman
Clint Adams
Michele Bunting Ross
Jay Gorman
John Green
Joseph "Jip" Holmes
Michael Janssen
David Jauer
Richard Lazor
Vicki Maisel
Kathy Powers
Don Wallace
Randi Wayland
Thomas Weissler
Bob Werner

Special Support Coordinator
Barbara Janssen

OTHER ASSISTANCE PROVIDED BY:

Lloyd A. Denton, Jr.
Greater San Antonio Builders Association
Todd Helmer
Dan Kossl
Daryl Lange
Honorable Howard Peak
Brandon Ross
Shavano Park Women's Club
Dixie Watkins III, Environmental Designer

Texas American Planning Association San Antonio Chapter

Brian Chandler
Dennis Fortassain
Richard Martinez
Emil Moncivais
John Osten
Christine Vina
Joann Walsh
Trish Wallace

THE PLANNING PROCESS

On January 24, 2009 there was a joint City of Shavano Park City Council and Planning and Zoning Workshop to discuss the theory, purpose, and characteristics of city comprehensive plans; elements of the physical shape of the community, the town center, and blocks, streets and buildings; and the process for developing a comprehensive plan such as studies, visioning, and the development of goals and objectives. In addition, there was discussion pertaining to a kickoff meeting, visioning session, public participation process, data gathering, forming a technical committee, an open house, and public hearings.

The City of Shavano Park Comprehensive Plan was initiated by the Mayor and City Council on February 4, 2009. A Technical Advisory Committee (TAC) was appointed consisting of Planning and Zoning Commission members and five citizens of Shavano Park. The responsibilities of the TAC were as follows:

1. CITIZEN INVOLVEMENT: Involve citizens in the city planning process and let them have a voice
2. SENSE OF COMMUNITY: Promote a sense of community by bringing citizens, property owners, business owners, and other stakeholders together to participate
3. FEEDBACK: Give feedback on the city planning process based on data presented and issues that have been voiced
4. TIMELINE: Keep the city planning process on schedule
5. COMMUNITY RESOURCES: Identify the community resources available to support the planning process efforts
6. DISCREPANCIES: Address any unforeseen issues or discrepancies
7. INFORM: Keep the Mayor and Council informed on the city planning process
8. PUBLIC NOTICE: Give public notice and conduct public hearings to solicit ideas from the citizens of Shavano Park

The city comprehensive planning process consisted of the following processes: development of Strength, Weaknesses, Opportunities and Threats (SWOTS); development of goals and objectives; transfer of the goals and objectives into themes by the TAC; meetings with the Cliffside neighborhood pertaining to the hike and bike trail and with the NW Military neighborhood pertaining to the future configuration of the street; and an open house to let the citizens know specifically what the content of the proposed City of Shavano Park Comprehensive Plan.

Public Participation is the key element to the development of a comprehensive plan for a community. It allows input from citizens and lets them voice their opinion and concern about where the community is going, where they want to be in the future, and what strategies are necessary to get there.

Citizens, business owners, and investors of the City of Shavano Park participated in the SWOTS, development of goals and objectives and the open house. These were the elements that created a basis for the comprehensive plan.

A number of communication methods were used to encourage interest among the public and to get them involved in the comprehensive planning process. Citizens were notified of the meetings through an e-mail newsletter that went to every household, and information was placed on the city's website to make them aware of what had transpired.

STRENGTHS, WEAKNESSES, OPPORTUNITIES & THREATS (SWOTS) ANALYSIS

Strengths, Weaknesses, Opportunities and Threats (SWOTS) is a procedure utilized to solicit input from the community about how they see the City of Shavano Park. The community voiced their ideas of these particular elements.

Some questions that arose during this type of procedure were:

- Is the city losing some of its rural character?
- Is there outside influence on the future growth and development of the city?
- Is the city financially sound?
- What does the future hold for the city?

The Shavano Park SWOTS cover a range of issues and concerns. Generally it focuses around maintaining the rural character of the city, being financially sound, good municipal services, quality commercial development, the need for more commercial for tax purposes, maintaining N. W. Military in a rural character, the need for a pedestrian hike and bike trail, drainage, the need for a mixed use development along 1604, municipal tract opportunities, better interface with City of San Antonio and local agencies, tax base erosion and maintaining the identity of the City of Shavano Park.

The SWOTS then become a basis for the development of Goals and Objective which will address some of the issues that are raised in the SWOT public meeting.

STRENGTHS

Rural Character: Small town feel, country feel, deep setbacks; Rural character, small town feel, greenbelt areas/wildlife; Trees, Large lots, no sidewalks, country living atmosphere; Green/oasis feeling location in SA; Location/environment; Sense of community, green open space, large lots, small city feel

Financially Sound: Stable property values; Financial soundness/ city and citizens; Choice property, few sales in established area; financially sound, low taxes w/ quality services

Location/Access: Pedestrian linkages; Location/access, good schools, good roads; Limited access, unified town center; Location, residential mix

Municipal Services: Police force, low crime, fire & police service to city; local control of police/ fire and city council; Police/fire services, city/ development interaction; ordinance protection; driving speed controlled

Quality Development: Commercial development (low impact), N.W. Military does not allow retail; good relationship w/ developer, location of commercial; Controlled commercial development; Building development standards

WEAKNESSES

Northwest Military Highway: Lack of sidewalks on Military; TxDOT development of N.W. Military; Widening N.W. Military; Identification of city limits - street signs; Entrance/egress to N.W. Military, connectivity problems commercial to N.W. Military

Limited Commercial: lack of opportunities for growth in tax base; no commercial style retail; economic - finite development and opportunity; lack of upscale restaurants, no mixed zoning use, connectivity problem - commercial to N. W. Military.

Future Budget Issues: Infrastructure aging; Development fees declining, aging population (property tax cap & services to same), infrastructure maintenance; Too many restrictions on retail makes competition difficult; Funding limitation; No mixed use zoning

Pedestrian Traffic Interaction: Lack of community open space, lack of sidewalks on Military; Speeding increases, greenbelt access (criminal corridors), development poses threat to natural resources; No parks and community green areas; No hike/bike trails & limited sidewalks, speed control on Lockhill Selma & N.W. Military, Not Pedestrian friendly throughout city

Drainage: Flooding; Drainage & flooding, solve drainage flooding; Drainage; Flood Control

Sense of Community: Divided by NW Military; Separation of old and new neighborhoods; Lack of community events to bring City residents together

OPPORTUNITIES

Work with TXDOT on N. W. Military: Leverage TXDOT to fix some of our drainage; Better highway connections; CPS lines

Municipal Tract Opportunities: Municipal tract - family oriented park/ playground; Utilization of municipal tract, funding sources for city tract development;

City Identity: Improve community appearance through corporate & community involvement (street signage & monuments); Monuments to identify city, common & unique street signs

Commercial Development: Commercial tax base/ infill development, improve look & feel of new businesses; Increase tax revenue through more flexible commercial zoning; Future commercial growth - tax base

Hike and Bike Trails & Other Environmental Issues/Safety: Offices on west side of Lockhill Selma (save trees), Maintain rural feel even with commercial, Salado Creek to Loop 1604 hike & bike; Salado Creek & Olmos Creek walkway, master plan for parks, trail along Olmos Creek; Create city parks, solve drainage flooding, controlled access from greenbelts

City of San Antonio & Bexar County: dark skies; Communication w/ S.A. - input to standards for signage on 1604 & thoroughfares; Develop relationship w/ S.A.

THREATS

Tax Base Erosion: If community opportunity not maximized, tax base loss/not maximized; Development fees declining

Environmental Concerns: Drought conditions w/ limited water supply, increased crime along/through unimproved drainage; Development poses threat to natural resources, development being neighborly, greenbelt access; Urban development around area; Unauthorized/ unpatrolled access from trails of Salado Creek; Noise (1604 & airplanes); Feral hogs, potential vandalism, coyotes, need for oak wilt education, septic systems

Governmental Interaction: TxDOT expansion of N.W. Military - fear of potential speed increase, lack of control over S.A. adjacent properties; Control S.A. development that affects Shavano Park, traffic flow and congestion, growth - traffic & schools, need for safer access to roads, widened N.W. Military could divide city; Subdivision & platting; Increased traffic on Lockhill-Selma, oak wilt education

Community Feel: Aging population, no way to down size in Shavano Park, fragmented community participation; Maintaining community identity, widened N.W. Military could divide city in half, communication between HOAs & city; Subdivision & platting

HIKE & BIKE TRAIL MEETING

Town Plan Technical Advisory Committee Meeting
September 23, 2009
6:30 p.m.

These are the minutes from the meeting held September 23rd regarding proposals for hike and bike trails for Shavano Park. The meeting was dedicated to discussing options and needs for creating pedestrian and biking connections throughout Shavano Park.

In general, the citizens of Shavano Park have expressed good support of creating hike and bike trails throughout the city of Shavano Park. The key to success for creating trails is to ensure that they are assets to the city and its citizens. The belief is that the trails will increase property values, but only if the trails are comprehensive, safe, well designed, and configured to blend in with the rural feel of Shavano Park.

The following is a summary of the TAC's discussion of hike and bike trails:

- 1) **Salado Linear Park:** The TAC agreed to propose that Shavano Park pledge to support connecting to the linear park trail system being developed by Bexar County and the city of San Antonio.
 - a. The TAC agreed that support should be made for one connection to the linear park trail at Blattman Elementary School. There was discussion of needing to determine how much of the trail would actually be on land located within Shavano Park.
 - b. Home owners near the trail connection to Cliffside Drive will need to be contacted.
- 2) **Shavano Park Hike and Bike Trails:** The TAC agreed that there were a number of areas within the city of Shavano Park that should be developed for hike and bike trails. The areas recommended are:
 - a. Leave the Lockhill-Selma sidewalks as they are today.

- b. Build a hike and bike trail along the north side of De Zavala from NW Military Highway to Lockhill-Selma Road. This would include the building of some type of bridge (recommendation was for a metal structure) over the Olmos Creek.
- c. Build a trail from connecting Lockhill-Selma to Pond Hill Road (Willow Wood area).
- d. Build a trail that connects Blattman Elementary School to NW military Highway in front of the wall created for the Huntington development.
- e. Support the hike and bike trail requirements included in the NW Military Highway design.
- f. Build a hike and bike trail along the east side of Lockhill-Selma from De Zavala to Huebner.
- g. Support the approval of an optional trail from De Zavala to Huebner along the Olmos Creek area. This would be a secondary priority.

3) Consideration for the Creation of the Hike and Bike Trails:

- a. There would need to be sitting areas created along the trails.
- b. materials and construction of the trails needs to support the rural look and feel desired for Shavano Park.
- c. There will need to be certain municipal ordinances created to support the control and governance of the trails.
- d. Signage will need to be positioned along the trails as appropriate.
- e. Security and EMS issues need to be considered in the building and controlling of the hike and bike trails.
- f. Lighting of the trails will have to be determined as appropriate.
- g. Trash cans and other litter abatement requirements need to be included in the plans for the trails.
- h. Liability and risk issues need to be identified and addressed for the city.
- i. Parking issues as they might exist will need to be addressed.

MUNICIPAL TRACT MEETING

Town Plan Technical Advisory Committee Meeting
September 16, 2009
6:30 p.m.

These are the minutes from the meeting held September 16th regarding proposals for developing goals and objectives for recommended land use of Shavano Park's Municipal Tract. The following are the recommendations from the TAC concerning the goals and objectives for the Municipal tract:

- 1) **No Commercialization:** Due to the following reasons, the TAC agreed that the Municipal Tract should not be commercialized for at least the next five years. This, however, is a topic that should be periodically reviewed and revalidated. The reasons for no commercialization are:
 - a. Comments from the citizens of Shavano Park attending the Citizen Meetings generally favored keeping the Municipal Tract free of commercial activities.
 - b. There is an agreement between the city of Shavano Park and the Rodgers family that the Municipal Tract would not be commercialized.
 - c. Keeps the rural character of Shavano Park's city center.
 - d. There are concerns that the septic and water systems supporting the tract were not built to accommodate significant development(s).
 - e. Development would cause other issues for the city – parking, drainage, traffic and security.
- 2) **Drainage Study:** The TAC agreed that there should be an overall drainage, septic, and other utilities review of the Municipal Tract to determine capabilities and/or limitations.
- 3) **Not Recommended:** The TAC agreed to not support the following land uses: 1) library; 2) other governmental entities; and 3) any commercial uses. The TAC agreed that some type of action was needed and necessary.

- 4) **Recommended Land Use:** A number of possible land uses were discussed, but the TAC felt that the following was the best option:
- a. Shavano Park should dedicate its Municipal Tract to be a city center and gathering point for its citizens. This would be achieved by building a community building with an associated outdoor wellness area and outdoor recreation area. The areas not used in creating Shavano Park's city center would be landscaped and developed consistent with an envisioned rural character.
 - b. There are no other building needs for the city that would conflict with the uses proposed in this recommendation.
- 5) **Components of the Recommended Land Use:** The TAC recommended that an architectural effort be funded to define and create the vision of a City Center for Shavano Park. Some of the elements of the City Center recommended are:
- a. Build a community center building that would be large enough to host city group meetings, citizen functions, and other social and professional meetings. In addition, the building should be outfitted with a catering/community kitchen and other service friendly details.
 - b. The outdoor area should have a pavilion, walking trails, zero-scape landscaping, one or more water features, picnic tables, and benches. The whole tract would be cleaned up and sculpted to present a very pleasing curb appeal image. This would include thinning trees and underbrush except for buffer areas.
 - c. The wellness area should have workout stations and a marked trail for walking/jogging.
 - d. Every effort is to be made to leave a natural buffer of trees and bushes for perimeter areas adjoining other properties.
- 6) **Other Matters:** There were some other matters discussed by the TAC that would likely have some relevance to the Municipal Tract. They were:
- a. Security issues would have to be one topic addressed as the tract would be transformed into a Community Center.
 - b. Potential legal and risks to the city will need to be determined and addressed.
 - c. Funds for creating and sustaining the City Center would have to be determined. (Memorial donations (benches, bricks, namings) and creating a not-for-profit organization were mentioned as possible options.)

NW MILITARY HIGHWAY MEETING

Town Plan Technical Advisory Committee Meeting
September 9, 2009
6:30 p.m.

These are the minutes from the meeting held September 9th regarding proposals for NW Military Highway. The meeting was dedicated to discussing options and needs for the stretch of the highway that runs through Shavano Park from Huebner Road to Highway 1604.

There were 16 topics of discussion regarding NW Military highway. They were as follows:

1. **Speed Limits** – the speed limit for NW Military should be held to 35 MPH – 45 MPH.
2. **Road Width:**
 - a. Traffic lanes should be no more than two lanes in each direction except between Huebner and De Zavala.
 - b. The addition of de-acceleration lanes for right hand turns at intersections would be appropriate as well.
 - c. The goal would be to have landscaped islands to the degree possible.
 - d. Left turning lanes would not be included, but would instead be replaced by circle-back turning locations located in a few spots along the road way. This would also allow for the road to be built in a more serpentine fashion than a straight piece of concrete.
 - e. There would be bike lanes included on both sides of the roadway.
 - f. Special accommodations for home owners along NW Military will be needed – such as special turn lanes and/or parallel collector roads
3. **Sidewalks** - Sidewalks would be built on both sides. The sidewalks would not be adjacent to the roadway. There would grass/vegetation areas separating the roadway from the sidewalk. The sidewalks would be at least 5 feet wide.
4. **Trees** – every effort will be made to save trees and to use trees in the overall landscaping of the roadway through Shavano Park

5. **Stop Lights** – the two existing lights would be the only light for NW military
6. **Road Crossings:** There would only be two crosswalks. It would be at the current light near City Hall and the one at NW Military and the access road to 1604.
7. **Signage:** There should be signage depicting the entry points into Shavano Park at both ends of NW military. The signage could be in the median or on one side or the other of the road.
8. **Drainage:** All drainage for NM Military should be included in the costs and works initiated by TXDOT.
9. **Lighting:** NW Military lighting should be compliant with the “Dark Skies” effort for Camp Bullis.
10. **Bus Stops:** Bus stops should be placed and constructed to ensure that buses are off the roadway when they stop.
11. **Entrances:** There are no major changes recommended as to the number and placement of entrances for ingress or egress to NW Military Highway. There should be flared expansion of the roads to widen the entrance roads.
12. **Noise Abatement:** Sound deadening, especially soft barrier type construction, should be applied as appropriate for homes and businesses along NW Military.
13. **Connection to 1604:** There should be controlled accesses to 1604 so that the traffic flows smoothly and that there are limits placed for by-passing NW through feeder streets.
14. **Landscaping:** All along NW military there should be landscaping consistent with a rural look and feel both from the road and well as for residents living and walking along the roadway.

GOALS & OBJECTIVES

Goal	Maintain rural character of Shavano Park
Objective	Maintain existing residential character
Action steps	<ul style="list-style-type: none"> •Periodic legal review of ordinances •Consistent enforcement of ordinances
Action details	<ul style="list-style-type: none"> •Keep commercialization out of “original city” •Keep signage off of NW Military / “original city” •Maintain existing residential setbacks

Goal	Develop and obtain consensus for a plan for NW Military Highway
Objective	Establish viable communication with TxDot for establishing a quality NW Military Hwy that is safe, effective and within S.P. identity
Action steps	<ul style="list-style-type: none"> •Address issues at town meetings to establish consensus on goals •Coordination with local/access group

Goal	Develop and obtain consensus for a plan for NW Military Highway
Action details	<ul style="list-style-type: none"> •Obtain copy of TxDot's current plan •Develop a plan to include: <ul style="list-style-type: none"> •Limiting lanes to no more than 5 •Keep traffic speed at or below 45mph possibly through use of turnabouts •Limit traffic lights to those existing •Landscape medians •Develop pedestrian-friendly walkways •Integrate safe, separate bikeways •Create crosswalks to connect and unify east-west NW Military neighborhoods •Obtain point of contact at TxDot •Become a part of TXDOT design process •Review synchronization/traffic patterns & speed

Goal	Establish hike and bike trails
Objective	Provide bike / pedestrian trails throughout City to allow safe movement to all parts of city

Goal	Establish hike and bike trails
Action steps	<ul style="list-style-type: none"> •Identify problems / needs / solutions •Survey / map existing conditions •Integrate with committee on hike and bike trails •Obtain developer buy-in •Develop plan •Identify costs / funding •Implement

GOAL	Establish Master Plan for municipal tract
Objective	Create a Community Center
Action steps	<ul style="list-style-type: none"> •Survey community •Consider water/drainage issues •Consider utility issues •Establish master plan for municipal tract •Budget •Present to citizens •Implement

Goal	Future commercial development
Objective	Encourage development that will generate additional tax options (liquor, sales, hotel/motel)
Action steps	<ul style="list-style-type: none"> •Determine type, kind, and amount •Review zoning - explore expanding commercial land, review current allowed businesses for possible updates •Coordinate with developer •Consider targeting businesses with multiple tax base opportunities - restaurants, hotels •Possible incentives •Encourage retail •Mixed use

Goal	Resolve drainage/flood problems
Objective	Reduce or eliminate flooding and standing water that breeds mosquitoes and disease
Action steps	<ul style="list-style-type: none"> •Develop drainage / flooding action plan/ solutions •Inform citizens of flooding control options •Budget •Implement

Goal	Maximize municipal assets
Objective	Do facility study to meet City's future needs
Action steps	<ul style="list-style-type: none"> •Complete facility study to include new Public Works/Water System building •Develop Plan •Propose Budget •P&Z to review and hold citizen meetings for input •City Council to approve •Implement

Goal	Keep Municipality Financially Sound
Objective	Maintain a balanced budget
Action steps	<ul style="list-style-type: none"> •Leverage volunteers •Preventative maintenance •Effective forecasting •Seek grants and donations

Goal	Conserve water resources
Objective	Water conservation
Action steps	<ul style="list-style-type: none"> •Encourage aerobic system •Encourage xeriscape •Establish public awareness program

Goal	Develop “community identity”
Objective	Cohesiveness throughout City
Action steps	<ul style="list-style-type: none"> •Form Citizen Committee •Committee Develop list of ideas/concepts to include: common signage and branding and entry monuments •Public Meeting to discuss and refine ideas/concepts •Identify costs/funding •Budget •Implement

Goal	Maintain communication with SA to influence their development on borders of Shavano Park
Objective	Be an active participant in future development for traffic and quality of life issues
Action steps	<ul style="list-style-type: none"> • Establish liaison to communicate with city of SA (District 8) • Meet with SA P&Z to determine plans for undeveloped areas • Take action as necessary

CITY COUNCIL STAFF SUMMARY

Meeting Date: September 17, 2018

Agenda item: 6.2 /6.3

Prepared by: Brenda Morey

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION:

6.2 Public Hearing - Crime Control and Prevention District Budget of the City of Shavano Park Crime Control & Prevention District for FY 2018-19

6.3 Discussion / action – Resolution R-2018-008 adopting the Crime Control and Prevention District Budget of the City of Shavano Park Crime Control & Prevention District for FY 2018-19 - City Manager

☒

Attachments for Reference:

a) Proposed Resolution

b) Proposed Crime Control and Prevention Budget

BACKGROUND / HISTORY: The City Manager submitted a proposed FY 2018-19 Budget to Council on August 2, 2018. CoSP City Council has met on multiple occasions to discuss, analyze and modify the proposed budget. The Crime Control and Prevention District Board is expected to pass resolution **R-2018-008** approving the budget.

DISCUSSION: Based on the City Manager Proposed Budget on August 2, 2018 as well as input from Council, Staff, Citizens, the Proposed FY 2018-19 Crime Control and Prevention District Budget is attached.

The projected FY 2017-2018 ending total Restricted Fund Balance is \$559,542 and of this amount \$300,278 has been committed for Police Department Equipment.

The FY 2018-19 Proposed Crime Control Budget revenues total \$121,000 with no additional utilization of fund balance.

Proposed expenditures total \$84,565, listed below are the larger items planned in the budget. A full listing of expenses can be located on page 3 and 4 of the proposed budget.

1. Replace duty firearms, \$25,000.
2. Replace four MDTs, \$25,000.
3. Various equipment requirements totaling \$34,565, additional detail can be located on page 3 & 4 of the proposed budget.

In addition the resolution includes committing \$140,117 of the Fund Balance based on the amortization of future police equipment replacement costs as noted on the schedule located on page 6 of the proposed budget.

With the above commitments of Restricted Fund Balance, the projected ending FY 2018-19 restricted amount is \$595,977 with \$440,395 of this amount Committed.

COURSES OF ACTION: Approve Resolution No. **R-2018-008** approving the Crime Control & Prevention Budget of the Shavano Park Crime Control and Prevention District for Fiscal Year beginning October 1, 2018 and ending September 30, 2019.

FINANCIAL IMPACT: Varies

STAFF RECOMMENDATION: Approve Resolution No. **R-2018-008** adopting the Crime Control and Prevention Budget of the City of Shavano Park Crime Control & Prevention District for FY 2018-19.

A RESOLUTION APPROVING THE CRIME CONTROL & PREVENTION BUDGET OF THE SHAVANO PARK CRIME CONTROL & PREVENTION DISTRICT FOR THE FISCAL YEAR BEGINNING OCTOBER 01, 2018 AND ENDING SEPTEMBER 30, 2019

WHEREAS, the budget for the fiscal year beginning October 1, 2018 and ending September 30, 2019 was duly presented to the Crime Control & Prevention District Board of Directors; and

BE IT RESOLVED BY THE CITY OF SHAVANO PARK CITY COUNCIL ADOPTS THE CRIME CONTROL & PREVENTION BUDGET OF THE SHAVANO PARK CRIME CONTROL & PREVENTION DISTRICT OF THE CITY OF SHAVANO PARK, TEXAS, THAT:

The City Council of the City of Shavano Park, Texas adopts that said budget for the Crime Control and Prevention District of Shavano Park for the fiscal year beginning October 1, 2018, as attached hereto as Exhibit "A", be approved to include the Crime Control & Prevention Fund, with total budgeted revenues of \$121,000 and no transfer in from fund balance with total appropriations of \$84,565, in addition to Committing \$140,117 of Restricted Fund Balance for future police equipment replacement costs as provided on the equipment replacement schedule.

PASSED AND APPROVED by the City Council of the City of Shavano Park its Regular meeting held on this the 17th day of September, 2018.

Robert Werner
MAYOR

Attest: _____
Zina Tedford, City Secretary

Approved as to Form: _____
Charles Zech, City Attorney

40 -CRIME CONTROL DISTRICT

	FY 2017-18 AMENDED BUDGET	FY 2018-19 CITY COUNCIL PROPOSED BUDGET	DIFFERENCE BETWEEN AMENDED AND PROPOSED
BEGINNING FUND BALANCE	<u>\$ 690,370</u>	<u>\$ 559,542</u>	
REVENUE AND OTHER SOURCES TOTAL	\$ 123,009 *	\$ 121,000	\$ (2,009)
EXPENDITURES AND OTHER USES TOTAL	<u>\$ 253,837</u>	<u>\$ 84,565</u>	<u>\$ (169,272)</u>
TOTAL REVENUES AND OTHER SOURCES OVER (LESS) THAN EXPENDITURES AND OTHER USES	<u>\$ (130,828)</u>	<u>\$ 36,435</u>	<u>\$ 167,263</u>
ENDING FUND BALANCE, PROJECTED BUDGET	<u><u>\$ 559,542</u></u>	<u><u>\$ 595,977</u></u>	

Included in above ending fund balance amount:

Planned Equipment Replacement	<u><u>\$ 300,278</u></u>	<u><u>\$ 440,395</u></u>
-------------------------------	--------------------------	--------------------------

* Does not include budgeted use of \$130,328 of fund balance to cover expenditures.

Capital and non-capital purchases budgeted with Crime Control District funds for the Fire and Police Departments will be expended from the Crime Control District Fund, at the suggestion of the City's Auditor. Larger items include replacing the duty handguns \$25,000, replacing 4 mobile data terminals \$25,000 and Tasers \$9,265.

\$ 73,765

Adopted operating expenditures are included for training, National Night Out supplies, and Neighborhood Watch Signs/Supplies

\$ 10,800

40 -CRIME CONTROL DISTRICT

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
REVENUES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
NON-DEPARTMENTAL								
=====								
TAXES								
40-599-1050 SALES - CRIME CONTROL DIST	97,040	98,423	109,944	115,009	85,548	104,000	115,000	_____
TOTAL TAXES	97,040	98,423	109,944	115,009	85,548	104,000	115,000	_____
MISC./GRANTS/INTEREST								
40-599-7085 POLICE DEPT - DONATIONS	500	0	0	0	0	0	0	_____
TOTAL MISC./GRANTS/INTEREST	500	0	0	0	0	0	0	_____
TRANSFERS IN								
40-599-8005 INTEREST INCOME	65	67	2,582	8,000	6,185	7,650	6,000	_____
40-599-8070 TRF IN - CAPITAL FUND	0	148,782	0	0	0	0	0	_____
40-599-8090 PRIOR PERIOD ADJUSTMENT	21,132	0	0	0	0	0	0	_____
40-599-8099 FUND BALANCE RESERVE	0	0	0	130,828	0	0	0	_____
TOTAL TRANSFERS IN	21,197	148,849	2,582	138,828	6,185	7,650	6,000	_____
<hr/>								
TOTAL NON-DEPARTMENTAL	118,736	247,272	112,526	253,837	91,732	111,650	121,000	
<hr/>								
TOTAL REVENUES	118,736	247,272	112,526	253,837	91,732	111,650	121,000	=====
	=====	=====	=====	=====	=====	=====	=====	=====

CITY OF SHAVANO PARK
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2018

40 -CRIME CONTROL DISTRICT
FIRE DEPARTMENT

EXPENDITURES	(------ 2017-2018 -----) (------ 2018-2019 -----)							
	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
CAPITAL OUTLAY								
604-8012 NON-CAPITAL - FIREARMS/TASE	0	0	0	0	0	0	625	
TASER PROGRAM - YEAR 2 0	0.00							625
TOTAL CAPITAL OUTLAY	0	0	0	0	0	0	625	
INTERFUND TRANSFERS								
604-9011 TRANSFER OUT - GENERAL FUND	0	0	0	6,612	6,612	6,612	0	
0	0.00							0
TOTAL INTERFUND TRANSFERS	0	0	0	6,612	6,612	6,612	0	
TOTAL FIRE DEPARTMENT	0	0	0	6,612	6,612	6,612	625	

40 -CRIME CONTROL DISTRICT
POLICE DEPARTMENT

POLICE DEPARTMENT				(----- 2017-2018 -----)		(----- 2018-2019 -----)			
EXPENDITURES		2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
SERVICES									
605-3030 TRAINING/EDUCATION		173	2,042	1,987	2,500	2,241	2,500	5,300	
TAPEIT	0	0.00							1,400
TEEX -VARIOUS CLASSES	10	200.00							2,000
Midwest Radar Officer C	0	0.00							600
CHIEF LEADERSHIP TRAINI	0	0.00							1,300
605-3087 CITIZENS COMMUNICATION/EDUC		4,986	5,619	5,233	5,500	5,296	5,500	5,500	
National Night Out- Sup	0	0.00							5,000
Neighborhood Watch - Si	0	0.00							500
TOTAL SERVICES		5,158	7,661	7,220	8,000	7,537	8,000	10,800	
CAPITAL OUTLAY									
605-8010 ELECTRONIC EQUIPMENT PURCHA		0	0	0	0	0	0	10,000	
REPLACEMENT RADAR	1	2,500.00							2,500
NOPTIC THERMAL UNIT - V	1	5,000.00							5,000
HANDHELD THERMAL UNIT	1	2,000.00							2,000
PRINTER (SECRETARY)	1	500.00							500
605-8012 NON CAPITAL - FIRE ARMS/TAS		0	0	0	0	0	0	8,640	
TASER 5 YR PROGRAM	0	0.00							8,640
605-8015 NON-CAPITAL - COMPUTER EQUI		0	0	0	0	0	0	2,200	
COMPUTER - CHIEF	1	2,200.00							2,200
605-8018 NON-CAPITAL BUILDING		0	0	0	0	0	0	1,300	
PD / CH ALARM REPLACEME	0	0.00							1,300
605-8020 POLICE VEHICLE		0	0	0	0	0	0	0	
605-8025 NON-CAPITAL - OFFICE FURNIT		0	0	0	0	0	0	1,000	
FRIDGE REPL - EVIDENCE	1	1,000.00							1,000
605-8030 POLICE EQUIPMENT PURCHASE		0	0	0	0	0	0	0	
605-8042 CAPITAL - FIREARMS		0	0	0	0	0	0	25,000	
REPLACE DUTY HANDGUNS	25	1,000.00							25,000
605-8045 CAPITAL - COMPUTER EQUIPMEN		0	0	0	0	0	0	25,000	
MDT - 509, 511, 512, 51	4	6,250.00							25,000
605-8050 CAPITAL - VEHICLES		0	0	0	33,000	0	33,000	0	
	0	0.00							0
605-8080 POLICE EQPT, CAP REPL FUND		0	0	0	0	0	0	0	
TOTAL CAPITAL OUTLAY		0	0	0	33,000	0	33,000	73,140	
INTERFUND TRANSFERS									
605-9010 TRF TO- EQUIP REPL FUND		37,241	0	0	0	0	0	0	
605-9011 TRANSFER TO - GENERAL FUND		83,100	82,459	215,106	206,225	151,158	206,225	0	
POLICE VEHICLE/EQUIPMEN	0	60,000.00							0
SALARIES 80/84 COVER 4	0	0.00							0
OFFICE FURNITURE/SHELVI	0	0.00							0
2 DESKTOP COMPUTERS-COP	0	0.00							0
DESKTOP COMPUTER REPLAC	0	0.00							0
MDT REPLACEMENT	0	0.00							0
TASERS - 5Y PROGRAM	0	0.00							0

40 -CRIME CONTROL DISTRICT
POLICE DEPARTMENT

		(----- 2017-2018 -----) (----- 2018-2019 -----)							
EXPENDITURES		2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
2 RADAR REPLACEMENT	0	0.00							0
NOPTIC THERMAL UNIT	0	0.00							0
2 HANDHELD RADARS	0	0.00							0
HANDHELD THERMAL UNIT	0	0.00							0
2 CRIME CONTROL-CID CAM	0	0.00							0
2 OFFICE PRINTERS	0	0.00							0
SHREDDER-LARGE CAPACITY	0	0.00							0
TOTAL INTERFUND TRANSFERS		120,341	82,459	215,106	206,225	151,158	206,225	0	
TOTAL POLICE DEPARTMENT		125,499	90,120	222,326	247,225	158,696	247,225	83,940	
TOTAL EXPENDITURES		125,499	90,120	222,326	253,837	165,308	253,837	84,565	
REVENUE OVER/(UNDER) EXPENDITURES		(6,763)	157,152	(109,800)	0	(73,575)	(142,187)	36,435	

CITY OF SHAVANO PARK

2018/2019 PROPOSED CRIME CONTROL DISTRICT - POLICE DEPARTMENT EQUIPMENT REPLACEMENT SCHEDULE

	Year Model	2018-2019 Updated Replacement Cost	Scheduled Year To Replace	Total Life (yrs)	Designated Balance Thru 09/30/2018	City Council Proposed Funding FY 2018-19	Additional Funding Future Yrs	Total Funding Needs
<u>Police Department</u>								
Chevy Tahoe (2368) Chief	2013	\$ 50,000	2021	8	\$ 50,000	\$ -	\$ -	\$ 50,000
Chevy Tahoe (1003) CID	2013	50,000	2020	8	50,000	-	-	50,000
Ford Explorer (2434)	2015	60,000	2021	5	22,706	12,431	24,863	60,000
Ford Explorer (2433)	2015	60,000	2021	5	22,706	12,431	24,863	60,000
Chevy 1500 Silverado - Code Enf. (8590)	2015	50,000	2024	8	11,428	6,428	32,144	50,000
Ford Explorer (4064)	2016	60,000	2022	5	20,188	9,953	29,860	60,000
Ford Explorer (4065)	2016	60,000	2022	5	20,188	9,953	29,860	60,000
Ford Explorer (2961)	2017	60,000	2023	5	10,000	10,000	40,000	60,000
Ford Explorer (7362)	2017	60,000	2024	5	-	10,000	50,000	60,000
Ford Explorer (7363)	2017	60,000	2024	5	-	10,000	50,000	60,000
Ford Explorer (replace 3822)	2017	60,000	2023	5	22,891	7,422	29,687	60,000
Communication System (radios)	2012	162,500	2021	10	66,244	32,085	64,171	162,500
Windows 7 - end of life:								
Hardware upgrade - 6 devices @ \$1,700 each	Various	10,200	2020	5	-	5,100	5,100	10,200
Back up Power Supply/Auxiliary Power Unit - CH	Future	25,000	2021	TBD	-	12,500	12,500	25,000
Police Department Video Server	2016	13,000	2023	6	3,928	1,814	7,258	13,000
Total *		\$ 840,700			\$ 300,278	\$ 140,117	\$ 400,305	\$ 840,700

* Equipment Replacement funding shows as Committed Funds on the balance sheet in the financials.

CITY COUNCIL STAFF SUMMARY

Meeting Date: September 17, 2018

Agenda item: 6.4 / 6.5

Prepared by: Brenda Morey

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION:

6.4 Public Hearing - Proposed Annual Operating and Capital Budget - FY 2018-19

6.5 Discussion / action - Ordinance No. O-2018-009 approving and adopting a budget for the City of Shavano Park, Texas for the fiscal year beginning October 1, 2018 and ending September 30, 2019; making appropriations for each fund and department; establishing a Sinking Fund for existing city financial obligations; providing for the levying and collection of a sufficient tax to pay the interest and on such Sinking Fund obligations; repealing conflicting ordinances; providing a savings and severability clause; and declaring an effective date (Record Vote) (final reading) - City Manager

☒

Attachments for Reference:

- a) Proposed Ordinance O-2018-009
- b) Council Proposed FY 2018-19 Budget

BACKGROUND / HISTORY:

The City Manager presented the proposed budget to City Council on August 2nd with a tax rate of \$.287742, which is the same rate as the prior year. The City Council held a special City Council meeting on August 8th and they voted to propose a tax rate of \$.287742. City Council Workshops were conducted on August 21st and 27th to further refine the budget.

DISCUSSION: Council directed a couple of changes which have been incorporated into this final draft budget. Staff has updated the proposed budget document (attachment #2) with the changes directed in the budget meetings. Changes included:

- Revised Strategic Objectives
- Updated City Manager Cover Letter
- Updated Organization Chart
- Added expense summary pie charts for General Fund by Department
- Updated Fund Balance figures
- Updated Department Goals and Objectives to reflect final budget resourcing
- Updated some of the Department recap pages
- Modified proposed budget amounts for selected Public Works and Fire Department expenditure accounts.
- Added \$20,000 into budget for City Hall and Monument Landscaping
- Added \$20,000 into budget for City Hall Public Restrooms renovation
- Updated selected Franchise Fee revenue budget amounts.

- Updated projections based on current activity
- Updated Capital Replacement Schedules for Window 7 end of life and emergency back up power supply.

Staff presented the Final Draft budget on September 10th at a Special Council Meeting. A public hearing was conducted as required. Once Council approves, wording changes from “proposed” budget to “adopted” will be made.

COURSES OF ACTION: Provide guidance to staff as appropriate and approve the budget (final reading).

FINANCIAL IMPACT: Provides the Budget Policy, Guidance, and Authorizations for annual revenues and expenditures for the next Fiscal Year.

MOTION REQUESTED: Approve Ordinance No. O-2018-009 approving and adopting a budget for the City of Shavano Park, Texas for the fiscal year beginning October 1, 2018 and ending September 30, 2019; making appropriations for each fund and department; establishing a Sinking Fund for existing city financial obligations; providing for the levying and collection of a sufficient tax to pay the interest and on such Sinking Fund obligations; repealing conflicting ordinances; providing a savings and severability clause; and declaring an effective date and taking a **Record Vote**.

ORDINANCE No. O-2018-009

AN ORDINANCE APPROVING AND ADOPTING A BUDGET FOR THE CITY OF SHAVANO PARK, TEXAS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2018, AND ENDING SEPTEMBER 30, 2019; MAKING APPROPRIATIONS FOR EACH FUND AND DEPARTMENT; ESTABLISHING A SINKING FUND FOR EXISTING CITY FINANCIAL OBLIGATIONS; PROVIDING FOR THE LEVYING AND COLLECTION OF A SUFFICIENT TAX TO PAY THE INTEREST ON SUCH SINKING FUND OBLIGATIONS; REPEALING CONFLICTING ORDINANCES; PROVIDING A SAVINGS AND SEVERABILITY CLAUSE; AND DECLARING AN EFFECTIVE DATE

WHEREAS, Section 102.002 of the Texas Local Government Code requires the City of Shavano Park, Texas (the "City") to prepare an annual budget;

WHEREAS, the City Manager of the City has submitted, in accordance with state law, such budget for the City for the fiscal year beginning October 1, 2018, and ending September 30, 2019;

WHEREAS, said budget has been filed with the City Secretary and has been available for inspection by any taxpayer at the City Secretary's office and on the City's website;

WHEREAS, proper and timely notice that public hearings on such proposed budget, stating the date, time, place and subject matter of said public hearings was given and made in accordance with the law and within the time limits set forth by law; and

WHEREAS, said public hearings were held in accordance with such notice.

NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SHAVANO PARK, TEXAS THAT:

Section 1. The City hereby approves and adopts the budget, attached as Exhibit A, in all respects as the City's annual budget for the fiscal year beginning October 1, 2018, and ending September 30, 2019.

Section 2. The City Secretary is directed to maintain a certified copy of this Ordinance with a true copy of the attached budget.

Section 3. The City Secretary is also directed to post the adopted budget and the budget cover page on the City's website.

Section 4. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.

Section 5. All ordinances, or parts thereof, which 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 resolved herein.

Section 6. This Ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 7. If any provision of this Ordinance or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Ordinance and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City hereby declares that this Ordinance would have been enacted without such invalid provision.

Section 8. It is officially found, determined, and declared that the meeting at which this Ordinance is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Ordinance, was given, all as required by Chapter 551, as amended, Texas Government Code.

Section 9. This Ordinance shall be effective upon passage and publication as required by State and local law.

PASSED AND APPROVED this the 10th day of September 2018 for the first reading.

PASSED AND APPROVED this the 17th day of September 2018 for the second reading.

Robert Werner
Mayor

ATTEST: _____
Zina Tedford
City Secretary

Approved as to Form: _____
Charles Zech, City Attorney

2019

Shavano Park, Texas

Proposed Budget





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Shavano Park
Texas**

For the Fiscal Year Beginning

October 1, 2017

Christopher P. Morill

Executive Director

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.



This budget will raise more revenue from property taxes than last year's budget by an amount of \$217,180, which is a 6.7% increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$118,588.

Record Vote on

Budget

Tax Rate Ratify:

Mayor

Bob Werner

Present (Votes only in event of a tie)

Council Members

Michele Ross (Pro Tem)

—

—

Michael Colemere

—

—

Bob Heintzelman

—

—

Maggi Kautz

—

—

Lee Powers

—

—

Property Tax Comparison:

	FY 2018	FY 2019
Proposed Tax Rate	0.287742	0.287742
Effective Tax Rate	0.291544	0.289630
Effective Maintenance & Operations	0.275948	0.275167
Rollback Tax Rate	0.310895	0.313104
Debt Tax Rate (I&S)	0.012872	0.014463

Total debt obligation for the City of Shavano Park secured by property taxes: \$3,650,000.



COUNCIL OF THE CITY OF SHAVANO PARK

BOB WERNER

MAYOR

MICHELE BUNTING ROSS

MAYOR PRO TEM

MICHAEL COLEMERE

ALDERMAN

BOB HEINTZELMAN

ALDERMAN

MAGGI KAUTZ

ALDERMAN

LEE POWERS

ALDERMAN

BILL HILL

CITY MANAGER

ZINA TEDFORD

CITY SECRETARY

BRENDA MOREY

FINANCE DIRECTOR



VISION

Shavano Park strives to be the premier community in Bexar County, preserving and celebrating its natural setting and small town traditions amid the surrounding area's urban growth.

MISSION

The City of Shavano Park provides exceptional leadership and delivers exemplary municipal services in a professional, cost-effective and efficient manner to citizens, business owners and visitors to facilitate economic growth and enable an exceptional quality of life and workplace consistent with our small town values and character.

CITY OF SHAVANO PARK

FISCAL YEAR 2018-2019 CITY COUNCIL PROPOSED BUDGET

Table of Contents

Distinguished Budget Presentation Award.....	i
Required Budget/Tax/Debt Statement.....	ii
List of Principal Officials.....	iii
Vision/Mission Statement.....	iv
Table of Contents.....	v

OVERVIEW

Budget Message.....	1
Budget & Tax Calendar.....	5
Budget Basics.....	6
Basis of Accounting and Budgeting.....	8
Financial Management Policy.....	11
Fund Flow Chart/Fund Structure.....	16
Chart of Accounts/Object Code Classification.....	20
Historical Ad Valorem Tax Rates.....	32
Historical Taxable Assessed Value.....	33
Analysis of Tax Rates.....	34
Historical Sales Tax Rates.....	35
Historical General Fund Operational Expenditures by Department.....	36
Organizational Chart.....	39
City Staffing Levels 5 Year History.....	40
Combined Fund Summary.....	42
Consolidated Budget Summary by Fund.....	43

Strategic Goals and Objectives.....	44
-------------------------------------	----

GENERAL FUND

Summary	48
Fund Balance Funding %.....	49
Revenue and Other Sources.....	50
Expenditures:	
Mayor and Council.....	52
General Administration.....	54
Municipal Court.....	61
Public Works.....	65
Fire Department.....	71
Police.....	77
Development Services.....	82

Debt Service

Debt Service Fund	84
Revenues and Other Sources	88
Expenditures.....	89
Debt Service Amortization Schedule.....	90

Proprietary Funds

Water Utility Fund Summary.....	91
Water Revenues and Other Sources.....	92
Water Department.....	93

Water Debt Service.....	100
Water Debt Service Amortization Schedules.....	101
Water Capital Replacement.....	106

Other Governmental Funds

Capital Improvement/Replacement Fund.....	113
Crime Control District	124
PEG Fund.....	130
Oak Wilt Fund.....	133
Street Maintenance Tax.....	136
Court Technology & Security Fund.....	138
Child Safety Funds.....	141
Law Enforcement Officers Standards Education Fund (LEOSE).....	145
Police Forfeiture Fund.....	148

Fiduciary Fund

PET Documentation Fund.....	151
-----------------------------	-----

Supplementary Information

Glossary.....	154
Budget Ordinance.....	160
Tax Levy Resolution.....	N/A

CITY OF SHAVANO PARK



September 17, 2018

Honorable Mayor, City Council, and Citizens:

This memorandum summarizes Shavano Park's Fiscal Year (FY) 2018-19 Operating Budget and highlights key points that are important to you and the community. The Budget is balanced as required by law and is consistent with the mission, vision and strategic goals of the City of Shavano Park. This Budget reflects our commitment to provide excellent municipal services to citizens, businesses and visitors while maintaining stringent fiscal controls.

The Budget adopts a tax rate of \$0.287742 per \$100 of valuation. Based upon the assumed level of revenue, the Budget allocates resources to meet target expenditures for operations, capital improvements, equipment replacement, and debt service. While meeting our funding requirements, the budget accounts for Council objectives, compensation study recommendations, several new purchases, and a number of capital replacement requirements. The budgeted General Fund expenditures are approximately \$5.2M while the total sum of all funds is approximately \$7.49M.

BUDGET OVERVIEW

- This is a requirement based budget (prioritized based upon essential needs and objectives)
- Required Directors to justify their budget requests to the City Manager
- Includes line item detail and definitions for each line item
- Properly maintains required and separate funds for accountability and transparency
- Provide funds for the Capital Improvement Replacement Fund

STRATEGIC GOALS: Council established eight Strategic Goals with supporting objectives that account for current and future requirements. These objectives are accounted for within the budget.

- Provide excellent municipal services while anticipating future requirements
- Protect and provide a city-wide safe environment
- Protect City property values, enhance resources and maintain fiscal discipline
- Maintain excellent infrastructure (buildings, streets and utilities)
- Enhance and support commercial business activities and opportunities
- Enhance the City image and maintain a rural atmosphere
- Promote effective communications and outreach with citizens
- Mitigate storm water runoff

MAJOR REVENUES

Taxable Assessed Value / New Improvements: The total taxable assessed value of property including property in tax freeze is \$1,232,610,753 and represents a \$91,909,153 increase or 8.00%. Of that amount, the total taxable value of new improvements and personal property was \$41,213,366. “New” means the item was not on the 2017 appraisal roll. The average Taxable Homestead Value is \$686,846 up about \$27,000 from last year (about 4% increase). The City’s portion of tax on an average taxable homestead value is approximately \$1,976/year (a \$79 increase at last year’s rate).

Advalorem Taxes (Property Taxes): City Council adopted a FY 2018-19 budget tax rate of \$0.287742 / \$100 of valuation, which is no change from last year’s tax rate. Total revenue collected from property taxes will be approximately \$217,180 or 6.7% more than last year (assuming last year’s rate). Additional revenue available for the General Fund is approximately \$188,351 or 5.8%.

Freeze Taxable Value: The total freeze taxable value (homeowners age 65 or older or disabled) for 2018 tax values amounted to \$332,072,074, which is an increase of 10.6% over the 2017 freeze adjusted taxable value of \$300,235,925 and 26.9% of the net taxable values. There are 1350 residential properties in Shavano Park and of those 552 (41%) qualify for the Over 65 Freeze taxes.

Effective Tax Rate: The effective tax rate is the rate that will generate the same amount of property taxes as the previous year based only on the same properties that are on the tax roll both years. This is the comparison used in the Truth-in-Taxation calculations to determine if there is an actual tax rate increase. The adopted tax rate of \$0.287742 / \$100 is lower than the “2018 Effective Tax Rate” of \$0.28963 / \$100 needed to generate the same amount of taxes from the same property that was on last year’s tax roll.

Rollback Rate: The rollback tax rate provides about the same amount of tax revenue as the previous year for day-to-day operations, plus an extra 8% increase for those operations, and sufficient funds to pay debt in the coming fiscal year. The adopted tax rate of \$0.287742 / \$100 is well below the “Rollback Rate” of \$0.313104 / \$100.

Sales Tax: There are a small number of retail sale businesses operating in Shavano Park. Last year, the City anticipated the opening of new retail stores that would produce additional sales tax revenue, but these stores openings were delayed. These stores are anticipated to open in early 2019. This adopted budget assumes sales tax revenues of \$460,000, which is the same as last year’s projected revenues (\$460,000).

Other Revenues:

- Permit Fees. In 2018, residential and commercial development (and permit fees) decreased from 2017. Next year, we anticipate continued decrease in the level of residential and new commercial development and this budget projects a lower amount of revenue collected. In the near future, permit fee revenue is predicted to drop further once the remaining undeveloped property is built out.
- Franchise revenues are expected to increase slightly over last year.
- EMS Fees increased sharply last year and this budget projects the same amount as projected for FY2017-18 budget year end.
- Other revenues are expected to generally remain level.

EXPENDITURES

Personnel: Council accepted the 2018 Compensation Study update from Werling Associates, Inc. and this budget accounts for the recommended 3.5% salary raise recommendation and pay grade change recommendations for several positions. The budget accounts for a 3% change in our employee health benefits provided by the Texas Municipal League Intergovernmental Employee Benefits Pool. The adopted budget includes an increase of the defined contribution of \$16 per employee/mo, which is an increase from \$537 to \$553 per employee (total cost increase is budgeted for \$9,400). In this Budget, the City continues to fund the Texas Municipal Retirement System at the full funding rate.

Capital Expenditures Change: The City Auditors recommended a change to how funds are expended from the Capital Replacement Fund. Previously, funds allocated in the Capital Replacement Fund were transferred to the General Fund and then items were purchased from the General Fund. City Auditors recommended that Capital Equipment be expended directly from the Capital Replacement Fund (similar to how we expend from the Crime Control Prevention District Fund). Over time, this will eliminate large fluctuations in the General Fund Operating Budget created by large purchases (e.g. a purchase of a \$800,000 fire truck or a \$600,000 drainage project purchased out of the General Fund would significant increase that year's operating budget). As a result of this change, most Departments will see a drop in expenditures. Capital expenditures will be detailed in the Capital Replacement Fund.

General Fund: General Fund (GF) expenditures increased in personnel salaries and benefits, but remain generally constant in other day to day operations across all departments. Below is a brief review of requirements and highlighted changes for departments. Additional detail on changes can be located in front of each of the department's budget comparison report or in the budget for line item comparison.

Administration: The Administration Department budget requirements are slightly higher than last year. This budget includes initiating funding within the Capital Replacement Fund to pay for a future upgrade of our financial software (INCODE) as well as the end of life for computers using the Windows 7 operating system. From the Capital Replacement Fund, this budget proposes the replacement of one HVAC unit (to be purchased only if required) and \$95,000 to repair the roof on City Hall (recent rain indicated there are 16 different leaks and a systematic failure of the roof).

Public Works: The Public Works Department operating expenditures are projected to remain stable. The Budget includes funds for increased salaries, the street maintenance program, professional tree maintenance on municipal property and continued landscaping and maintenance of City Hall. Additionally, the budget includes \$8,723 for an on-site fuel tank and a new landscape trailer. The Capital Replacement Fund will fund the purchases of a replacement Public Works Crew 1996 Truck (\$40,000), a replacement Skid Steer (\$24,480 split 50/50 with water), a new mini-excavator (\$33,640 split 50/50 with water) in support of the Public Works Department. Additionally, from the Capital Replacement Fund under the Public Works this budget proposes \$729,500 for drainage improvement projects and planning.

Fire: The Fire Department operating expenses are projected to remain generally stable. Capital items funded from the Capital Replacement Fund include \$135,000 for Self-Contained Breathing Apparatus (Oxygen Tanks). The budget proposes the purchase one taser (\$625) for use during Fire's law enforcement activities from the Crime Control Prevention District Fund.

Police: The Police Department operating expenditures are projected to remain stable, The adopted budget switches the funding of four additional hours in the patrolman's 84 hour payroll cycle from the Crime Control Prevention District Fund to the General Fund (four additional hours per pay period for each shift patrolman are added in order to ensure full 12 hour coverage during daily shifts worked). The budget includes a number of purchases for Police funded from the Crime Control Prevention District Fund which include: one replacement radar, two thermal units, four replacement MDTs, continued funding of the Taser program over 5 years, and replacement of handguns across the force.

Capital Improvement/Replacement Fund: The adopted budget includes a "transfer-in" of \$257,856 from General Fund revenues to fund the future purchases of Capital Improvements and Equipment in accordance with the Capital Replacement Schedule. Expenditures in support of the Departments included: Administrative (\$103,000); Fire (\$135,000); Public Works (\$69,060) and Drainage (\$729,500). A number of updates were made to the replacement schedule to improve accuracy and prepare for the future.

Water Fund: The adopted Water Fund Budget includes a small increase in water consumption revenues, a small decrease in expenses and a reduction in Capital Equipment purchases. Significant costs from last year not budgeted this year include the unforecasted requirements to repair/replace water wells #5 and 6. This budget includes \$10,000 to loop the water lines within one cul-de-sac to improve water flow (there are 8 other cul-de-sacs anticipated for similar improvement). The adopted Budget also includes transferring \$71,946 to the Water Capital Replacement Fund for future infrastructure, vehicles / equipment replacement.

Street Maintenance Fund: In May 2018, voters reapproved a reallocation of our sales tax revenues to include \$0.25 for a Street Maintenance. This past year, the City expects to receive revenues of approximately \$100,000 and projects approximately \$115,000 during the FY 2018-19 budget year. No proposed expenditures are included in this budget. Over time, the City will save funds in advance to address street maintenance requirements. Anticipated requirements include repair of deteriorating streets in the old section of Shavano Park (Saddletree Road, Shavano Drive, and Fawn Drive), as well as the future resurfacing DeZavala Road, and Lockhill Selma Road.

Court Restricted Fund: The adopted budget includes \$10,000 from court security funds for the installation of bullet resistant glass in the Court Clerk's window and \$4,200 for police security during monthly court sessions. Court security funds have very limited use and we have a \$54,867 fund balance.

Debt: The City of Shavano Park's total debt obligation is \$3,650,000 with \$2,291.405 of this supported by water revenue.

I wish to extend my appreciation to each member of City Council for the contributions put forth by attending budget workshops, reviewing budget documents and providing guidance developing the adopted budget. I would also like to express my appreciation to the City Staff for their input and hard work in striving to maintain high levels of service to our residents.

"Here to Serve!"



Bill Hill
City Manager

ADOPTED BUDGET CALENDAR FOR FY 2018-19

2018

16-30 April	Receive Preliminary Property Tax Report; pass to Council
5- April – 10 May	Budget Kick Off with Departments - FY 2018/19 Goals, Objectives, Unfunded Requirements
Wednesday 15-25 May	Department Budget Meetings - FY 2018/19 Goals, Objectives, Unfunded Requirements
Monday 7 May	Brief Water Advisory Committee FY 2018/19 Goals and Objectives
Monday 11 June	Water Advisory Committee Meeting / Budget Workshop (Rev/Unfunded Requirements)
Wednesday 13 June	Council Workshop – Set Initial Goals, Objectives, and Budget Guidance
1-15 June	Prepare Revenues for Preliminary Budget
Monday 25 June	Council Workshop - Budget Basics and Staff Analysis of Council Objectives / Salary Study Presentation
Monday 9 July	Water Advisory Committee Meeting - Budget Workshop - Water Fund Expenses
Wednesday 11 July	Budget Work Shop – Capital Replacement Funds; Expense Estimates
~ 25 July	Bexar County Appraisal District Provides - Certified Tax Roll; pass to Council
~ July 25 - 3 August	Bexar County Tax Assessor Collector Calculates / Provides Effective and Roll Back Rates
Monday 30 July	Water Advisory Committee Meeting-Approve initial Water Fund Budget
Thursday 2 August	Special Council Meeting - <ul style="list-style-type: none"> - City Manager Submits Proposed FY 2018/19 Budget (No anticipated Council action) - Receive Effective and Rollback Calculation
Wednesday 08 August	Special Council Meeting / Workshop <ul style="list-style-type: none"> - Discuss tax rate; if proposed tax rate will exceed the rollback rate or the effective rate (whichever is lower), take record vote and Schedule Public Hearings.
Wednesday 15 August	Publish Notice of 2018 Tax Year Proposed Tax Rate (Effective & Rollback) (Dates of Public Hearings Published in News Paper)
Tuesday 21 August	Special Council Budget Workshop
Monday 27 August	Budget Work Shop / Regular Council Meeting
Wednesday 29 August	Publication Notice of 1 st and 2 nd Budget Reading
Monday 10 September	Special Council Meeting – <ul style="list-style-type: none"> - 1st Reading of Budget - Schedule and announce meeting to adopt tax rate 3-14 days from this date.
Monday 17 September	Regular Council Meeting – <ul style="list-style-type: none"> - 2nd Reading of Budget - Adopt Budget by Ordinance - Levy Tax Rate by Resolution and take record vote

BUDGET BASICS

Budget Process

The budget process is the key to the development of the City of Shavano Park's strategic plan, allowing City Council and the departments the opportunity to reassess goals and objectives and the means for accomplishing them. While the budget is reviewed and approved by the Council, its preparation begins much earlier, reassessing projected revenues, reserves and expenditures for the current year and future years.

What is the City Budget?

The budget is one of the key policy documents in any city. It includes the financial planning and legal authority to obligate public funds.

Also, the budget provides policy direction by the City Council to the staff and the community about the role of the city and its services and programs. The budget estimates expected revenue and expenditures needed from each fund to meet the Council's policy objectives relating to the type, quantity and quality of services provided to the community.

According to the Government Finance Officers Association (GFOA), a municipal budget should serve as a policy document, a financial plan, an operations guide, and a communications device. The budget is designed to serve the following purposes:

A Policy Document

The budget functions as a policy document in that the decisions made within the budget will reflect the general principles or plans that guide actions taken for the future. As a policy document, the budget makes specific attempts to link desired goals and policy direction to the actual day-to-day activities of the city staff.

City Councils adopt a variety of policy statements that are all woven into a budget. These include but are not limited to budget development policy guidance in a budget message, the financial policies, goals and priorities, and mission statements.

An Operations Guide

The final budget should provide a clear presentation of each department's goals and objectives and articulate how those goals relate to the City's overall goals, objectives, and priorities. Each department's budget should also describe the level of service or activity necessary to meet the community's needs.

A Communications Tool

The budget should include presentations that allow the reader to quickly grasp major issues, trends and choices. It should include an overview of significant budgetary trends, issues and resource choices that result in the allocation of funds to meet service needs and accomplish the City's highest priority goals.

A Financial Plan

The budget is a Texas State law requirement of all cities. The budget must be adopted as a balanced budget and must be in place prior to the expenditure of any City funds. It is considered the legal authority to expend public monies, and controls those expenditures by limiting the amount of appropriation at the fund or departmental level. The budget must also provide an explanation of major revenue sources, the assumptions used in forecasting, and a discussion used for revenue trends affecting the City.

BASIS OF ACCOUNTING AND BUDGETING

The budgetary and accounting policies contained in the budget document conform to generally accepted accounting principles (GAAP) as established by the Governmental Accounting Standards Board (GASB). The accounting and financial reporting treatment that applies to a fund is determined by its measurement focus: Modified Accrual Basis or Accrual Basis.

Governmental Funds

The governmental fund types use the modified accrual basis of accounting. Under this basis of accounting, revenues are budgeted when they are measurable and available and expenditures are budgeted in the period in which the liability is incurred, which is in accordance with GAAP. “Measurable” means the amount of the transaction that can be determined and “available” means the collectible period. The City considers the majority of its major revenues available when collected. Expenditures are recorded when the related fund liability is incurred. Principal and interest on general long-term debt are recorded as liabilities when due.

Those revenues susceptible to accrual under the modified accrual method are property taxes and other taxes, intergovernmental revenue, and interest revenue. Licenses and permits, including fines and forfeiture revenues, are not susceptible to accrual because generally they are not measurable until received.

The fund balance approach of governmental funds or working capital approach can be identified as current assets less current liabilities. Governmental funds budget capital outlays as expenditures, but do not budget for non-cash expenditures such as accruals for sick and vacation liabilities and depreciation.

Proprietary Funds

The proprietary funds use the accrual basis of accounting. Under this basis of accounting, revenues are recognized in the period in which they are earned and expenses are recognized when incurred. Proprietary funds also record depreciation and amortization of debt. For the purposes of this budget presentation, depreciation is not displayed and capital purchases and bond principal payments are included as expenses.

Budget Principles

The budget principles vary from organization to organization, depending upon the local needs and concerns of citizens. Other factors also affect budget principles, such as the state of the local economy, the needs of the organization, the demands of the public for increased services, unfunded mandates and requirements of federal and state regulatory agencies. The budget prepared by the City takes a conservative perspective with regard to both revenues and expenditures. Although historical comparisons and trends are very useful, current data trends will sometimes take precedence over prior year trends.

Revenues are often anticipated either at or slightly above prior levels, unless there are other known factors that will significantly affect anticipated revenues either up or down. In addition, day to day expenditures are handled in the same manner. Additional budget assumptions are being considered as follows:

- Efficiently use and protect fiscal resources
- The quality of service will remain at existing levels with incremental improvements
- Staffing will not exceed existing levels (51)
- Current expenditures will not exceed current revenues (balanced budget)
- General Fund targets a fund balance at approximately 50% (~\$2.76M)
- Unassigned fund balance should be used for emergencies, one-time expenditures
- Excess Debt Service fund balance will continue to be used to pay down debt
- The scheduled yearly contribution to the Capital Replacement Fund used for future capital purchases will be fully funded

Budget Adjustments

The City budget may be adjusted under Section 2-180 of the City of Shavano Park Code of Ordinances. Under Section 2-180, the City Manager has the authority to transfer balances within departments and programs. A Department Director may request a budget adjustment between line items, or categories of items, through the Finance Director and City Manager. The City Council must authorize all budget adjustments over \$5,000.00. In addition, the City Council may authorize three types of adjustments:

Supplemental Appropriations. If the City Manager certifies that revenues are available in excess of those estimated in the budget, an amendment ordinance may be prepared for City Council approval. Budget amendment ordinances are usually considered administrative and only require one reading. In general, the supplemental appropriations are evaluated using the following criteria:

- Why was the item not budgeted in the normal budget process?
- Why can't an adjustment be done within the Department to remedy the condition?

Emergency Appropriations. To meet public emergency affecting life, health, property or the public peace.

Reduction of Appropriations. If at any time during the fiscal year it appears probable that expected revenues will be insufficient to finance expenditures for which appropriations have been authorized, the City Council may adopt an ordinance to reduce appropriations.

All budget adjustments require approval as outlined in the table below. All budget adjustments will be included in the Finance Director's monthly financial report to City Council.

Category	Amount	Authority to Approve			
		Department Head	Finance Director	City Manager	Council
Within Budget Category	Less than \$1,000	X	X		
	\$1,000 - \$5,000		X	X	
Between Budget Categories within Department	\$1,000 - \$5,000		X		
	Over \$5,000			X	X (Ordinance)
Between Departments	ALL			X	X (Ordinance)
Supplemental Appropriations*	ALL				X (Ordinance)
Emergency Appropriations	ALL			X	X (Ordinance)

*City staff must identify revenue to cover any increase in expenditures.

Financial Management Policy

The Financial Management Policy compiles all of the City's financial policies into one document. These statements are the tools used to ensure that the City is financially able to meet its current and future service needs. These policy statements safeguard the fiscal stability required to achieve the City's objectives and ensure long-term financial health.

Financial Objectives

Revenues

The City shall strive to maintain a balanced and diversified revenue system to protect the City from fluctuations in any one source due to changes in economic conditions, which adversely impact that source. One time/unpredictable revenue sources should not be utilized for ongoing expenses/expenditures.

Primary Sources of Revenue:

Ad Valorem Property Taxes - The City shall endeavor to reduce its reliance on property tax revenues by revenue diversification, implementation and continued use of user fees and economic development. The City shall also strive to stabilize its tax rate and minimize tax rate increases.

Sales Taxes - the City's portion of sales taxes percentage generated within the City limits is 2%, of which .5% goes directly to VIA. The breakdown of the remaining 1.5% is 1% City, .25% Crime Control District, and .25% for Street Maintenance Tax.

User Fees - specific charges established by the City for the purpose of covering City's operational and construction costs. Fees include but are not limited to: franchise, licenses, permits, garbage, court fines, water/wastewater, and impact fees.

Grants - should seek, apply for and effectively administer federal, state and local grants, which support the City's current priorities and policy objectives. The potential for incurring ongoing costs will be considered prior to applying for a grant.

Investments - Invest and manage the City's cash to ensure its safety, provide necessary liquidity needs of the City and to achieve the highest possible yield.

Expenditures

The City shall identify priority of must-fund services, establish and define appropriate service levels and administer the expenditure of available resources to ensure fiscal stability and the effective and efficient delivery of those services.

Fund Balance

Fund balance, as defined in GASB Statement 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, is reported in the governmental fund financial statements according to five classifications that comprise a hierarchy based on the extent to which the City is bound to honor certain constraints on the use of financial resources with the governmental funds. The City approved a Fund Balance policy by ordinance #400-03-11 on October 6, 2011 following the Statement 54 guidelines. The ordinance is as follows:

Purpose – To provide a stable financial environment for the City of Shavano Park's operations that allows the City to provide quality services to its residents in a fiscally responsible manner designated to keep services and taxes as consistent as possible over time. This fund balance policy is meant to serve as the framework upon which consistent operations may be built and sustained.

Definitions and policies-

- (1) Non-spendable fund balance includes amounts not in spendable form, such as inventory, or amounts required to be maintained intact legally or contractually, (e.g., inventory, prepaid items).
 - At the end of each fiscal year the City will report the portion of the fund balance that is not in spendable form as Non-Spendable Fund Balance on the financial statements.
- (2) Restricted fund balance includes amounts constrained for a specific purpose by external parties (e.g., Debt Service Fund, Crime Control District Fund, Court Restricted Fund, Capital Projects Fund, State and Federal grant funds).
 - At the end of each fiscal year, the City will report "restricted" fund balance for amounts that have applicable legal restrictions per GASB Statement 54.
- (3) Committed fund balance includes amounts constrained for a specific purpose by a government using its highest level of decision making authority.
 - The amount designated for Oak Wilt shall be classified as a Committed Fund Balance.
- (4) Assigned fund balance includes General Fund amounts constrained for a specific purpose by a governing body or by an official that has been delegated authority to assign amounts.
 - In accordance with GASB Statement 54, funds that are intended to be used for a specific propose but have not received the formal approval action at the governing body level may be recorded as Assigned Fund Balance. Likewise, redeploying assigned resources to an alternative use does not require formal action by the governing body. GASB Statement 54 states that resources can be assigned by the governing body or by another internal body or person whom the governing body gives authority to do so.

Therefore having considered the requirements to assign fund balance, it is the policy of the City that the City Manager will have the authority to assign fund balance of this organization based on intentions for use of fund balance communicated by the City Council.

- (5) Unassigned fund balance. This is the residual classification for the government's General Fund and includes all spendable amounts not contained in the other classifications, therefore, not subject to any constraints. Unassigned amounts are available for any purpose. These are the current resources available for which there are no government self-imposed limitations or set spending plan. Unassigned fund balance can be used for emergency expenditures not previously considered. In addition, the resources classified as Unassigned can be used to cover expenditures for revenues not yet received.

- At the end of each fiscal year, the City will report as Unassigned Fund Balance for the General Fund the amount in excess of any funds that are otherwise legally restricted and the Committed Fund Balance. This amount is to be used for accumulating funding for capital projects, equipment replacement, and/or for budgetary shortfalls and unexpected expenditures. Appropriation from the Unassigned General Fund balance shall require the approval of the City Council.

It is the goal of the City to achieve and maintain an unassigned General Fund balance equal to 25 percent to 50 percent of budgeted expenditures. The City considers a balance of less than 20 percent to be a cause for concern, barring unusual or deliberate circumstances, and a balance of more than 50 percent as excessive. An amount in excess of 50 percent is to be considered for reservation to accumulate funding for capital projects and equipment, and/or to reduce the tax levy requirements, and shall be determined in conjunction with the annual budget process. In the event that the unassigned General Fund balance is less than the policy anticipates, the City shall plan to adjust budget resources in the subsequent fiscal years to restore the balance.

Appropriations from unassigned General Fund balance shall require the approval of the City Council and shall be only for one-time expenditures, such as capital purchases, and not for ongoing expenditures unless a viable plan designated to sustain the expenditures is simultaneously adopted.

- (6) Spending order. The City Council will utilize funds in the following spending order:
- Restricted
 - Committed
 - Assigned
 - Unassigned

Capital Expenditures and Improvements

The City's current fund balance policy includes the funding mechanism for capital replacement. Council annually reviews and monitors the condition of the City's capital equipment and infrastructure, setting priorities for its replacement and renovation based on needs, funding alternatives and availability of resources within the budget process.

Debt Management

The City has established guidelines for debt financing that will provide needed capital equipment and infrastructure improvements, while minimizing the impact of debt payments on current and future revenues. The Council has the power, except as prohibited by law, to borrow money by whatever method it may deem to be in the public interest.

It is the objective of the Council to limit the debt issue to 1%-3% of valuations when possible.

The City will pay cash for capital improvements within the financial affordability of each fund versus issuing debt when funding capital expenditures and capital improvements. Sources of this cash shall include, but not be limited to, sales tax, utility system revenues, developer fees, inter-local agreements, and state and federal grants. Debt will not be used to fund current operating expenditures.

Types of Debt Sales:

Competitive Sales- choose the bid that results in the lowest effective interest cost for the issuer.

Negotiated Sales- interest rates and underwriting spread are determined through negotiation with the underwriter, who has been previously selected to market the bonds.

Private Placements- a limited distribution to one or several investors.

Type of Debt Instruments:

General Obligation Bonds (GOs) - Require voter approval and are secured by a promise to levy taxes in an amount necessary to pay annual debt services. The bonds must be issued for projects that are in accordance with the wording in the bond propositions.

Certificates of Obligation (COs) - Usually require no voter authorization (petition provision in State law). A notice of intent to issue is required. They can be secured solely by ad valorem taxes, issued for limited purposes such as land acquisition, judgment funding or purchase of heavy equipment or secured by an ad valorem tax and a revenue pledge, issued for any lawful purpose just as GOs.

Contractual Obligations - Require no authorization process and are used solely for the acquisition of personal property and are secured by ad valorem taxes or other pledgeable revenue.

Tax Notes - Require authorization by an ordinance and adoption by City Council and have a maximum maturity of 7 years, issued to fund public improvements; purchase of materials, supplies, equipment, machinery, buildings, and land; contractual obligations incurred for professional services; pay operating or current expenses; and cash flow shortfall.

Revenue Bonds - Require authorization by an ordinance and adoption by City Council and are generally payable from a designated source of revenue. Typically issued for revenue producing operating systems/projects, water utility systems, parks improvements, and special projects.

Economic Development

Initiate, encourage and participate in economic development efforts to create job opportunities and strengthen the local economy and tax base.

Fiscal Monitoring

Analyze financial data and prepare reports that reflect the City's financial performance and economic condition.

Accounting, Auditing and Financial Reporting

Comply with prevailing federal, state and local statutes and regulations. Conform to generally accepted accounting principles as promulgated by the Governmental Accounting Standards Board (GASB) and the American Institute of Certified Public Accountants (AICPA). Follow the guidance of the Governmental Finance Officers Association (GFOA), and the Texas Comptroller of Public Accounts' Transparency Stars Program.

Internal Control

Maintain an environment to provide management with reasonable assurance that assets are safeguarded against loss from unauthorized use or disposition.

Risk Management

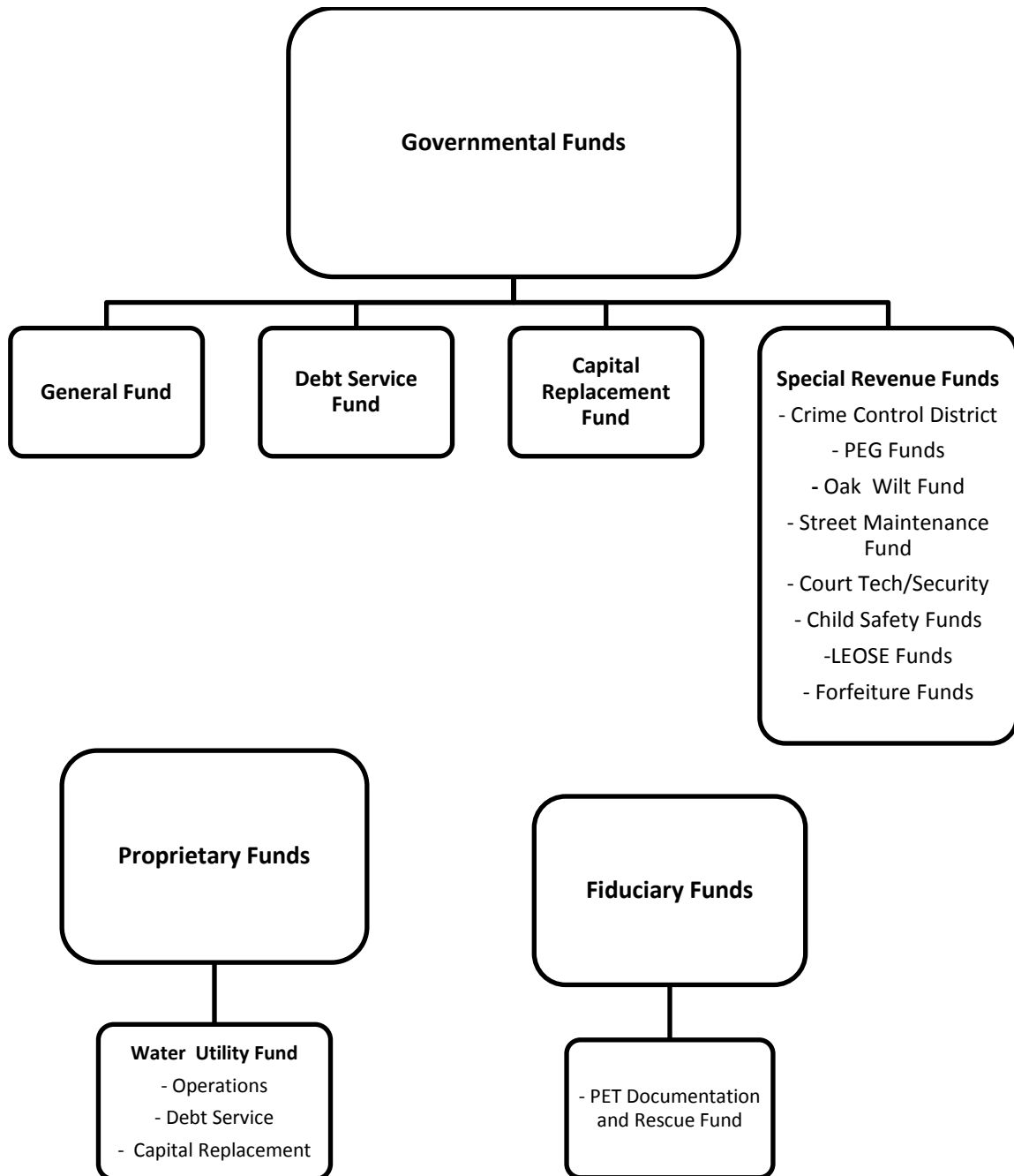
Prevent and/or reduce financial impact of claims and losses to the City through prevention/education and transfer of liability/insurance.

Budget

Develop and maintain a balanced budget (defined as a term signifying budgeted expenditures being offset by budgeted revenues), which presents a clear understanding of goals, service levels and performance standards. The document shall, to the extent possible, be "user-friendly" for citizens.

City of Shavano Park

Fund Structure Flow Chart



Fund Structure

The City accounts for revenue and expenditures based on the Fund, an accounting system used by nonprofit organizations and agencies, particularly governments. The main purpose of the Fund system is to ensure moneys are received and expended in compliance with legal requirements. Funds are also established to ensure accountability and proper tracking of revenues and expenditures for designated purposes. All Funds described are governed by annual appropriations approved by the City Council and recorded as such. The budgetary accounting for City of Shavano Park financial activities is reflected within the following funds: Governmental Funds, Proprietary Funds, and Fiduciary Funds which comprise of approximately 13 separate funds.

Governmental Funds

Governmental funds are used to account for general government operations and include the following funds:

Major Funds

The City currently has only the General Fund classified as a Major Fund.

10 - General Fund

Accounts for all financial resources except those required to be accounted for in another fund. General Fund is usually referred to as the operating fund and is used to finance the day-to-day operations of the City. It is the largest part of the City's financial operation. Revenues for this fund are obtained from taxes, franchise fee, licenses and permits, charges for services, intergovernmental revenue, fines, and interest.

Non-Major Funds (Special Revenue)

The City has a number of Special Revenue Funds which account for the proceeds of specific revenue sources (other than expendable trusts and major capital projects) that are legally restricted to expenditures for specified purposes either by federal, state or local action.

40 - Crime Control District

Sales tax revenues of one-fourth of one percent are used to finance the costs of crime control and crime prevention programs, including the costs for personnel, administration, expansion, enhancement, and capital expenditures. This tax expires every five years after it takes effect; voters must vote to continue in an election held for that purpose.

42 – Public Education and Governmental Programming Fund (PEG)

Fees paid to the City by state-issued cable/video franchises under Chapter 66 of the Texas Utilities Code. These fees are to be used only for the purchase of capital items such as buildings, equipment, cameras related to PEG's. No operating costs can be compensated with these dollars.

45 – Oak Wilt Fund

Revenues from tree trimming permits and fines collected for noncompliance are designated by ordinance to be placed in a separate fund to assist City residents in defraying costs to prevent the spread of oak wilt, if such event should occur.

48 – Street Maintenance Fund

Sales tax revenues of one-fourth of one percent are used only to maintain and repair municipal streets that existed on the date of the election to adopt the tax. It may not be used to build new streets. This tax expires every four years after it takes effect. Voters must vote to continue with this sales tax in an election held for that purpose.

50 – Court Technology & Security Fund

Court Technology fund is allowed by the state statute through a municipal ordinance to collect a court fee designated to finance the purchase and maintenance of Court technology.

Court Security fund is also allowed by state statute through a municipal ordinance to collect a security fee designated to be used for security personnel, services and items related to buildings that house the operations of Municipal Court.

52 – Child Safety Fund

Funds are collected at the county level through a fee on vehicle registration and divided, after certain expenses, amongst municipalities based on population. The funds are to be utilized to support programs designed to enhance child safety, health, or nutrition, including child abuse prevention and intervention and drug and alcohol abuse prevention.

53 – Law Enforcement Officers Standards Education Fund (LEOSE)

Funds received from the Texas Comptroller to be utilized for continuing education for full time law enforcement officers.

54 – Forfeiture Funds

Under Code of Criminal Procedure Chapter 59 Forfeiture of contraband allows for any proceeds forfeited to be utilized for purchases related to law enforcement.

70 – Capital Replacement Fund

This fund is used to account for the acquisition and/or replacement of larger capital items and projects, such as fire equipment, police patrol vehicles, street reconstruction, and drainage projects. Funds are set aside from either current revenues or from unassigned fund balance per the fund balance policy adopted in October 2011 and are designated during the budget process for future use.

Debt Service

30 – Debt Service Fund

The City's Debt Service Fund accounts for the accumulation of ad valorem tax - Interest and Sinking (I&S), intergovernmental revenue for the payment of long-term debt principal, interest, and related costs.

Proprietary Funds

Proprietary funds are used to account for the City's activities that are similar to commercial enterprise operations.

Business-Type Activities

20 – Water Utility Fund

The Utility Fund consists of the operating budgets for Water operations in the City and generates revenues from the water services. Water rates must be sufficiently set to pay the total operations, maintenance, debt, and depreciation of the fund.

72 – Capital Replacement Fund

This fund accounts for the acquisition and/or replacement of larger capital items and projects related to water operations and infrastructure. Funds are set aside from either current revenues or from unrestricted net assets. This fund was created October 2016 to assist in tracking for accounting and budgeting purposes.

Fiduciary Funds

Fiduciary funds are used to report assets held in a trustee or agency capacity for others and cannot be used to support the government's own programs.

75 – PET Documentation and Rescue Fund

The PET Documentation Fund was established by ordinance in August 2007 for the funds related to the program.

Chart of Accounts & Account Classification System

All account numbers begin with two digits indicating the fund. (See previous Fund Structure section)

Assets then have a five digit object code beginning with “1” and following in ascending order by liquidity. Liabilities have an object code beginning with “2”, and fund balance accounts have an object code beginning with “3”.

<u>Assets</u>		<u>Liabilities & Fund Balances</u>	
<u>Fund</u>	<u>Object Code</u>	<u>Fund</u>	<u>Object Code</u>
XX -	1XXXX	XX -	2XXXX
		XX -	3XXXX

Revenue accounts follow the fund number with a seven digit object code starting with “599-” then four digits which indicates the revenue category and source.

<u>Revenues</u>		
<u>Fund</u>	<u>Object Code</u>	<u>Category</u>
XX-	599-1XXX	Taxes
XX-	599-2XXX	Franchise Fees
XX-	599-3XXX	Permits & Licenses
XX-	599-4XXX	Court Fees
XX-	599-5XXX	Water Sales
XX-	599-6XXX	Police/Fire
XX-	599-7XXX	Misc./Grants/Interest
XX-	599-8XXX	Transfers In

Expenditures/expenses follow the fund number with a three digit department code, followed by a 4 digit code beginning with “1” thru “9” delineating the categories.

Expenditures/Expenses

<u>Fund</u>	<u>Department</u>	<u>Object Code</u>	<u>Category</u>
XX-	XXX-	1XXX	Personnel
XX-	XXX-	2XXX	General Supplies/Materials
XX-	XXX-	3XXX	Services
XX-	XXX-	4XXX	Contractual
XX-	XXX-	5XXX	Equipment/Building Maintenance
XX-	XXX-	6XXX	Department Specific Materials
XX-	XXX-	7XXX	Utilities
XX-	XXX-	8XXX	Capital Outlay
XX-	XXX-	9XXX	Transfers

Object Code Classification Definitions for Expenditures

1010 SALARIES

Salaries and wages paid to full, part-time, seasonal, and temporary employees filling council approved positions based on approved salary pay scale.

1015 OVERTIME

Pay received by employees for hours exceeding their regular hour work period in accordance with federal wage and hour laws.

1020 MEDICARE

City's portion of mandatory contributions into the Federal Social Security System at the rate of 1.45% to Medicare.

1025 UNEMPLOYMENT

The City's unemployment tax, assessed by the Texas Workforce Commission, is based on an employee's first \$9,000 of compensation per calendar year and is computed in accordance with Chapter 204, Subgroup F of the Texas Unemployment Compensation Act.

1030 HEALTH INSURANCE

Includes the City's portion of health insurance premiums paid for full-time employees and the portion paid towards dependents. The City contributes a set amount per employee, with any difference between the premium and defined contribution amount applied to dependent coverage, deposited to Health Reimbursement Account (HRA) or Health Savings Account (HSA) at the employee's option.

1031 HEALTH SAVINGS ACCOUNT (HSA)

Charges related to management of the health insurance HRA and HSA funding.

1033 DENTAL

The City covers an employee's full dental insurance premium and provides 25% towards dependent dental insurance.

1035 VISION

The City covers an employee's full vision insurance premium and provides 25% towards dependent vision insurance.

1036 LIFE/ADD INSURANCE

Includes City's portion of Life/Accidental Dismemberment coverage for employees.

1037 WORKER'S COMP

Premiums paid to Texas Municipal League Intergovernmental Risk Pool (TML) for insurance coverage relating to on-the-job injuries.

1040 TMRS

The City participates in the Texas Municipal Retirement System (TMRS) for all positions performing 1,000 plus hours of service per fiscal year. The City's contribution rate changes in January of each year, is based on the participating employee's compensation and is 13.74% as of January 1, 2018.

1070 CERTIFICATE PAY/SPECIAL ALLOWANCES

A fixed amount set by the City for approved certifications held by full-time employees. May also include a mileage and cell phone allowance for certain departments.

2020 OFFICE SUPPLIES

Disposable supplies for general office use such as paper, pads, pens, pencils, ink cartridges, etc. and computer related items costing less than \$250 such as keyboards, mouse, travel drives.

2025 BENEFITS CITYWIDE

Expenditures related to tuition reimbursement for approved coursework, subject to a maximum annual reimbursement per class, per employee.

2030 POSTAGE/METER RENTAL

All material related to postage and delivery for city business, i.e. postage, courier services, express mail, bulk mail permit, and certain invoiced shipping charges.

2035 COUNCIL/EMPLOYEE APPRECIATION

Includes costs to promote Council/employee relations, functions, picnics, awards, proclamations, etc.

2040 MEETING EXPENSE

Materials, supplies, food, drinks, and other items for official council, city, and training meetings.

2050 PRINTING/COPYING

Costs associated with printing of card stock, door hangers, forms, business cards, utility bills, warrant notices, ticket books etc.

2060 MEDICAL EXAMS/EMPLOYEE DRUG SCREENING/BACKGROUND CHECKS/TESTING

Costs directly related for pre-employment drug screens, physicals, on-the-job accidents drug screens, background and driver license checks, written testing, and immunizations for needed positions.

2070 JANITORIAL/BUILDING SUPPLIES

Items related to general building operations such as toilet paper, soaps, paper towels, light bulbs, cleaning products.

2080 UNIFORMS AND CLOTHING

Costs to maintain/replace uniforms, badges, belts, boots, hats, etc., required to be worn in the course of specific employee's job.

2090 SMALL TOOLS

Articles normally of small unit value costing less than \$250, which includes items such as testers, chain saw blades, shovels, weed eater heads, small hand tools, pocket chlorimeters, and batteries.

2091 SAFETY SUPPLIES/EQUIPMENT

Equipment and supplies necessary for safety such as; gloves, safety vests, first aid kits, glasses, ice, dehydration drinks, hard hats, and rain slickers.

3010 ADVERTISING (LEGAL NOTICES)

Cost for publication such as legal advertising, public notices, and recruiting.

3012 ENGINEERING AND CONSULTING

Fees paid for professional services provided by engineering firms for various miscellaneous requirements not related to debt services projects. Also fees paid for professional service provided by outside providers for plan reviews.

3013 PROFESSIONAL SERVICES

To include professional service performed for architectural, information technology, financial services, and those not relating to other specified categories approved by the City.

3015 PROFESSIONAL – LEGAL SERVICES/JUDGE/ PROSECUTOR/BUILDING INSPECTION

Costs of legal services provided by attorneys for City day to day operations. Monthly fees paid to Municipal Court Judge and Prosecutor for services performed in Municipal Court. Monthly fees paid to independent firm for inspections of new homes/commercial properties, remodeling and various repair projects.

3016 CODIFICATION/HEALTH INSPECTION SERVICES

Fees paid to update the code of ordinances books and online when new ordinances/codes are passed by Council. Monthly fees paid to independent party to perform annual health inspections.

3017 PROFESSIONAL – SANITARY INSPECTION

Fees paid to independent party to perform sanitary inspections.

3020 ASSOCIATION DUES/SUBSCRIPTIONS/PUBLICATIONS

Costs for subscriptions, professional publications and reference books, annual memberships, dues, and licenses with professional organizations and associations.

3030 TRAINING/EDUCATION

Costs associated with tuition and registration of all professional meetings, seminars including education reimbursement, continuing education, and class "C" & "D" water licenses.

3040 TRAVEL/MILEAGE/LODGING

Travel costs, lodging and meals while attending outside training and educational functions.

3050 & 3070 GENERAL LIABILITY AND PROPERTY INSURANCE

Premiums paid to TML for general comprehensive liability, real and personal property, automobile/automobile physical damage liability, law enforcement liability, errors and omissions.

3060 UNIFORM SERVICE

Costs to maintain/supply uniforms provided by an outside service provider required to be worn in the course of specific employee's job.

3072 ANIMAL CONTROL OPERATING SUPPLIES/SERVICES

Includes supplies needed for animal control duties such as traps, snake poles/tubes, protective handling gloves costing less than \$250 per item. Services provided by veterinarian for confinement and medical needs.

3075 BANK SERVICE FEES

Fees charged for banking services performed by the City depository and fees associated with accepting credit cards and equipment.

3085 WEBSITE TECHNOLOGY

Costs associated with maintaining City web site, hosting, programming and posting; in addition to additional professional services for upgrades.

3087 CITIZENS COMMUNICATION/EDUCATION

Costs related to publications either electronically or paper for citizens communications such as directory, e-newsletter, monthly printed newsletter, online survey services, special mailers. Costs associated supplies for citizen functions such as National Night Out, Town Hall meetings.

3090 COMMUNICATION EQUIPMENT

All materials and services required for the proper maintenance and repair of communication equipment such as hand held radios including the purchase of new equipment costing less than \$500.

4045 CONTRACT - RADIO FEES

Fees paid to City of San Antonio for radio frequency tower use.

4060 IT SERVICES

Includes fees paid to the City's outside information technology contractor as well as warranties, licenses and other contractual items needed to maintain the City's information technology network.

4075 COMPUTER SOFTWARE/MAINTENANCE

Includes supplies and software as well as yearly license fees for the operation of computers, finance software, police software and printers thru various vendors such as; INCODE, Microsoft, Brazos Technology, Cardinal, and Badger.

4083 AUDIT SERVICES

Fees paid for professional service pertaining to the annual auditing of the City's financial records

4084 TAX APPRAISAL FEES

Professional fees paid to Bexar County Appraisal District to account for the cost of obtaining the legally mandated appraisal services necessary to value property for ad valorem tax purposes.

4085 TAX COLLECTOR/EAA – WATER MANAGEMENT FEES

Professional fees paid to Bexar County Tax Assessor Collector to account for the cost of collection/processing statements for ad valorem taxes for the City. The charge is 1% on all funds collected by tax collector. Also, in the Water Fund, amounts paid to the Edwards Aquifer Authority for monthly water management fees.

4086 CONTRACT LABOR

Amounts paid to outside parties for non-employee related services, typically on a short term, interim basis.

4088 ELECTION EXPENSE

All costs related to City elections, such as location rental, printing of ballots, supplies, election personnel, etc.

4099 WATER RIGHTS/LEASE PAYMENTS

Amounts paid by the Water Utility under signed water lease agreements.

5005 EQUIPMENT LEASES

Leasing of minor equipment for normal operations and routine maintenance requirements both permanent and temporary. i.e. copiers, lifts, power/air tools, skidsteers, excavators, etc.

5010 EQUIPMENT MAINTENANCE & REPAIR

Includes parts, supplies used in normal operation and routine maintenance of all equipment, i.e. pumps, motors, fittings, valves, repair clamps, lamps, curb stop replacements repairs to backhoe, bobcat, etc. equipment.

5015 ELECTRONIC EQUIPMENT MAINTENANCE

Electronic office equipment needing repair costing less than \$200 in the normal daily routine, i.e. printers, communication equipment, typewriters, calculator repair, computer replacement parts.

5020 VEHICLE MAINTENANCE

Includes supplies used in normal operation and routine maintenance of motor vehicles, i.e. oil change, radiator flush, wiper blades, flat repair, also to include purchase of tires.

5030 BUILDING AND GROUNDS MAINTENANCE

To account for general maintenance and repair of buildings and structures to include supplies, HVAC, plumbing, and electrical, fire extinguisher recharge, and repairs performed by others.

5060 VEHICLE & EQUIPMENT FUEL

Fuel i.e. gasoline, diesel, off road diesel, butane, natural gas for vehicles, machinery, and equipment.

6011 CHEMICALS

Items routinely needed for disinfection of water system and maintenance of the grounds such as but not limited to chlorine, salt, insecticides, fertilizer, ant killer, mosquito dunks, bleach, propane, lime and any other items that would be required as needed.

6030 INVESTIGATIVE SUPPLIES/PROCESSING

Items routinely purchased related to performing criminal investigations and evidence processing. Items such as finger print powder, tape, testing equipment, evidence bags.

6032 POLICE PERSONAL PROTECTIVE EQUIPMENT (PPE) SUPPLIES/MAINTENANCE

Basic supplies and replacement of PPE utilized by police officers such as Self Aid Buddy Aid kits, traffic cones, helmets, gas masks, ballistic shields, gloves, equipment, helmets, boots costing less than \$500.

6035 FIREARMS EQUIPMENT

Ammunition and firearms supplies used for training/carried by public safety personnel, including supplies for cleaning and protection of equipment.

6040 EMS SUPPLIES

General medical supplies related to operating ambulance services such as bandages, medicines, latex gloves, splints, syringes, disposal of biohazards etc.

6045 FIRE FIGHTING/EQUIPMENT SUPPLIES

Basic supplies related to maintenance and replacement for the firefighting equipment not considered an asset replacement such as hoses, nozzles, fittings, small hand tools, foam, etc.

6050 WATER METERS & BOXES

Includes the purchase of new meters and meter boxes for day to day operations, general maintenance, and new service.

6055 FIRE HYDRANTS AND VALVES

Includes the purchase of fire hydrants, valves, and or parts for new, replacement, and/or repairs.

6060 HUEBNER STORAGE TANK/ FIRE PPE SUPPLIES/MAINTENANCE

500,000 gallon water storage tank maintenance to include but not limited to supplies such as pipes, fittings, valves, meters, registers, chemical pumps, electrical parts, water measuring devices, etc. for maintenance, repair and/or replacement of items within the tank as well as required yearly tank inspections. Also, basic supplies and replacement of Personal Protective Equipment utilized by fire fighters such as SCBAS, air testing equipment, repair to bunker pants, helmets, boots, etc.

6061 WELL SITE #1 – ELEVATED/GROUND STORAGE TANKS

A well site at Shavano Drive with a 150,000 gallon water storage tower, an 110,000 gallon ground storage tank for water blending, a MIOX/Sand Filter treatment facility which treats the Trinity water prior to blending in the ground storage tank. Includes, but not limited to, supplies such as pipes, meters, registers, fittings, valves, chemical pumps, electrical parts, water measuring devices, salt and filters etc. for maintenance, repair and/or replacement of items within the tanks as well as the required yearly tank inspections.

6062 WELL SITE #2 – EAA MONITORED

Monitoring site of the Edwards Aquifer located at Fawn Drive. The site is used by the Edwards Aquifer Authority and United States Geological Survey (USGS) to monitor water levels and for possible contaminants within the aquifer. The City only maintains the area for this well.

6063 WELL SITE #3 –

Site located at Cliffside Drive currently not in operation.

6064 WELL SITE #4 –

Site located at Cliffside Drive currently not in operation.

6065 WELL SITE #5 - EDWARDS BLENDING

Edwards Aquifer Supply Well located at Broken Bow which blends with Trinity Aquifer at well site 1. To include maintenance and/or repair, replacement of water pipes, pumps, meter, registers, valves, fittings, clamps, electrical parts and other items necessary for daily maintenance.

6066 WELL SITE #6 – MUNICIPAL TRACT

A water resource from the Edwards Aquifer located at Bike Way Lane. To include maintenance and/or repair, replacement of water pipes, pumps, meter, registers, valves, fittings, clamps, electrical parts and other items necessary for maintenance.

6067 WELL SITE #7

A water resource from the Edwards Aquifer located at Hunters Stream Street in San Antonio, Texas. To include maintenance and/or repair, replacement of water pipes, pumps, meter, registers, valves, fittings, clamps, electrical parts and other items necessary for maintenance.

6068 WELL SITE #8

A water resource from the Edwards Aquifer located at Hunters Stream Street in San Antonio, Texas. To include maintenance and/or repair, replacement of water pipes, pumps, meter, registers, valves, fittings, clamps, electrical parts and other items necessary for maintenance.

6069 WELL SITE #9 – TRINITY

A Trinity Aquifer water resource located at Wagon Trail Road. To include maintenance and/or repair, replacement of water pipes, pumps, meter, registers, valves, fittings, clamps, electrical parts, landscaping and other items necessary for daily maintenance.

6070 SCADA SYSTEM/MAINTENANCE

Designed to allow for 24 hour continuous operation of our water system. Includes maintenance and repairs made to the electronics that monitor the system to include, CPU's, PLC's, level indicators, transmitters, circuit boards, computers, and monitoring devices.

6071 SHAVANO DRIVE PUMP STATION

Maintenance and repair of well site #1's pumps, VFDs, and water distribution system.

6072 WATER SYSTEM MAINTENANCE

Maintenance and repair of water distribution system lines and service lines. To include supplies such as pipe, clamps, fittings, valves, and other items necessary for repairs.

6080 STREET MAINTENANCE/SUPPLIES/BEDDING MATERIAL

Maintenance of City dedicated streets, roadways, and sidewalks, including hot mix asphalt, gravel, rock, rebar, crack seal, concrete, form boards, and cold mix. Expenses associated to general repairs due to age, maintenance, and water line repairs.

6081 SIGN MAINTENANCE

Includes all materials/services used in replacement/addition/maintenance of signs, signals, and street markings, barricades, traffic/safety cones.

7040 ELECTRIC

Costs for electricity for City facilities.

7041 NATURAL GAS

Costs for natural gas for City facilities.

7042 PHONE/CELL

Costs related to telephone service, pagers, cell and other communications services via land, VOIP, and wireless.

7044 WATER

Costs for water service at all City facilities.

7045 STREET LIGHTS

Costs for electricity for City street lights.

NON-CAPITAL OUTLAY - An expenditure that is an acquisition or an improvement (as distinguished from a repair) that is less than \$4,999 that will have a life of more than a year but will not be capitalized per purposes of financial statements. Items to be detailed and approved by Council.

8010 NON CAPITAL - ELECTRONIC EQUIPMENT

Includes items such as vehicle/equipment radios, radars, mobile data terminals (MDT) and printers and various electronic equipment not related to office equipment approved by the City Council and with values of less than \$4,999.

8015 NON CAPITAL - OFFICE COMPUTER EQUIPMENT

Includes items such as computers, printers, fax machines, monitors approved by the City Council and with values of less than \$4,999

8020 NON CAPITAL - MAINTENANCE EQUIPMENT

Items such as weed eaters, chain saws, water pumps, generators, push mowers and are approved by the City Council and with values of less than \$4,999.

8025 NON CAPITAL - OFFICE FURNITURE AND EQUIPMENT

Includes items such as office furniture, file cabinets, computers, refrigerators, microwave approved by the City Council and with values of less than \$4,999.

CAPITAL OUTLAY - An expenditure that is an acquisition or an improvement (as distinguished from a repair) of \$5,000 or more that will have a life of more than a year that will be capitalized. Items to be detailed and approved by Council.

8030 CAPITAL - ELECTRONIC EQUIPMENT

Includes items such as vehicle/equipment radios, radars, mobile data terminals (MDT) and printers and various electronic equipment not related to office equipment approved by the City Council and with values of more than \$5,000

8045 CAPITAL - COMPUTER EQUIPMENT

Includes items such as servers, printers, and copy/fax machines approved by the City Council with values of more than \$5,000.

8050 CAPITAL - VEHICLES

Expenditure towards acquisition of a motor vehicle of \$5,000 or more that will have a life of more than a year that will be capitalized and is approved by Council.

8060 CAPITAL - EQUIPMENT

Expenditure towards acquisition of equipment such as backhoe, trencher, skid loader of \$5,000 or more that will have a life of more than a year that will be capitalized and is approved by Council.

8080 CAPITAL – IMPROVEMENT PROJECTS

Expenditure towards major repair/reconstruction/new projects not otherwise included in existing category for more than \$5,000.

8085 CAPITAL – STREETS

Expenditure towards major repair or reconstruction of existing streets beyond just general maintenance approved by Council costing more than \$5,000.

8081 CAPITAL - BUILDINGS

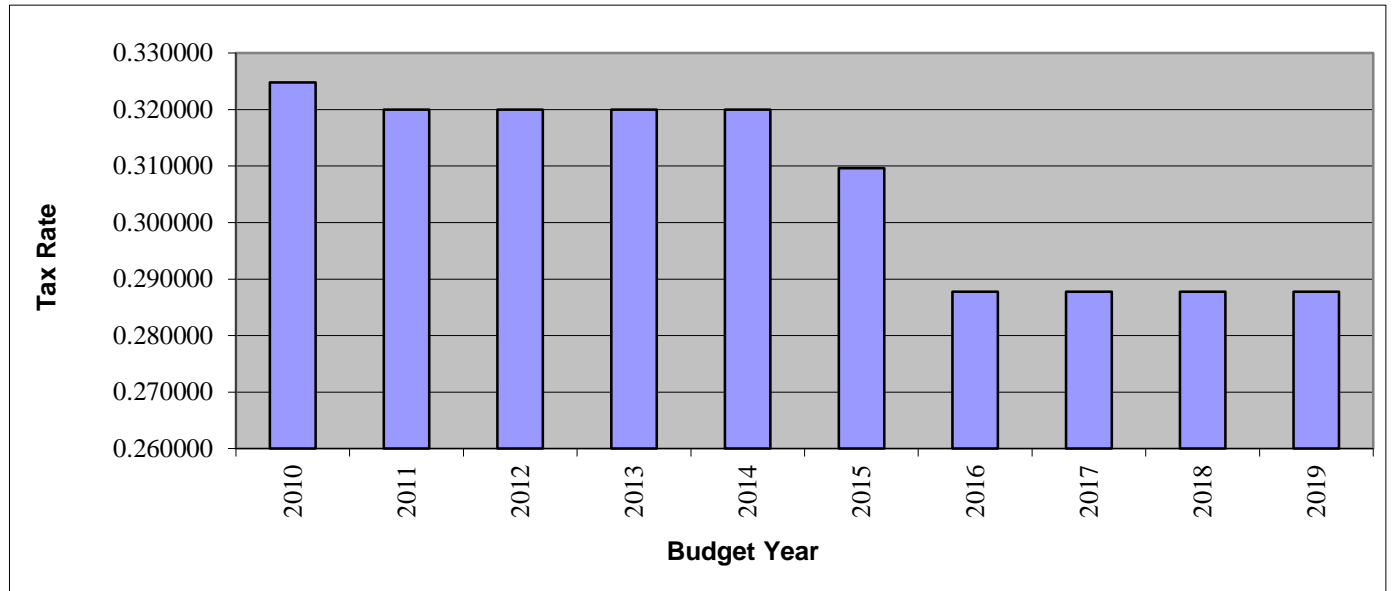
Expenditure towards acquisition of buildings of \$5,000 or more that will have a life of more than a year that will be capitalized and is approved by Council.

OTHER LINE ITEMS**9000 GRANT EXPENDITURES**

Expenditures financed via grants are separated from normal operations and maintenance items.

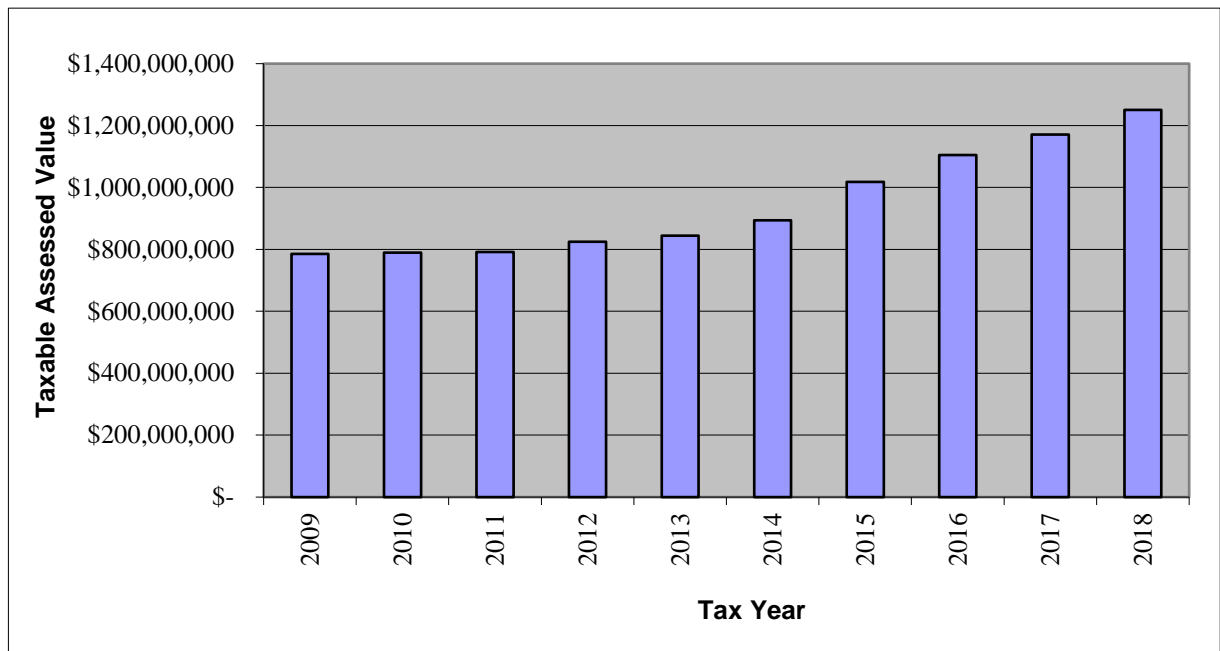
City of Shavano Park Historical Ad Valorem Tax Rates

Budget Year	Tax Year		M&O	I&S	Total Tax Rate	Change	%	Taxes on \$686,846 Home Valuation	Change
2010	2009		0.29087	0.03393	0.324800	(0.0003)	-0.09%	2,231	
2011	2010		0.29087	0.02913	0.320000	(0.0048)	-1.50%	2,198	(33)
2012	2011		0.28173	0.03827	0.320000	0.0000	0.00%	2,198	0
2013	2012		0.28243	0.03757	0.320000	0.0000	0.00%	2,198	0
2014	2013		0.27244	0.04756	0.320000	0.0000	0.00%	2,198	0
2015	2014		0.290429	0.019188	0.309617	(0.0104)	-3.35%	2,126	(71)
2016	2015		0.264066	0.023676	0.287742	(0.0219)	-7.60%	1,976	(150)
2017	2016		0.272352	0.015390	0.287742	0.0000	0.00%	1,976	0
2018	2017		0.274870	0.012872	0.287742	0.0000	0.00%	1,976	0
2019	2018	Proposed	0.273279	0.01446	0.287742	0.0000	0.00%	1,976	0



City of Shavano Park Historical Taxable Assessed Value

Budget Year Ending	Tax Year	Taxable Assessed Value Including Freeze	Change from Prior Valuation	%
2010	2009	\$ 785,865,195	\$ 63,610,422	8.81%
2011	2010	\$ 789,548,590	\$ 3,683,395	0.47%
2012	2011	\$ 791,642,564	\$ 2,093,974	0.27%
2013	2012	\$ 824,544,198	\$ 32,901,634	4.16%
2014	2013	\$ 844,730,323	\$ 20,186,125	2.45%
2015	2014	\$ 894,520,940	\$ 49,790,617	5.89%
2016	2015	\$ 1,017,973,298	\$ 123,452,358	13.80%
2017	2016	\$ 1,104,407,608	\$ 86,434,310	8.49%
2018	2017	\$ 1,170,636,184	\$ 66,228,576	6.00%
2019	2018	\$ 1,250,999,383 **	\$ 80,363,199	6.86%



** Certified grand total reported from Bexar Appraisal District as of July 20, 2018. Includes all freeze taxable values as well as properties under protest. Excludes exemption amounts.

City of Shavano Park
Analysis of Tax Rates - FY 2017-18 vs. FY 2018-19

	FY 2017-18 Assessment	FY 2018-19 Current Rate	FY 2018-19 Rollback Rate	FY 2018-19 Effective Rate	FY 2018-19 Proposed
Total Taxable Assessed Value (Freeze not Included)	\$ 862,574,721	\$ 916,480,009	\$ 916,480,009	\$ 916,480,009	\$ 916,480,009
Total Tax Rate (Per \$100)	0.287742	0.287742	0.313104	0.289630	0.287742
Levy on Properties not subject to Ceiling Limit	\$ 2,481,990	\$ 2,637,098	\$ 2,869,536	\$ 2,654,401	\$ 2,637,098
Add Back: Actual Tax on Properties under Ceiling Limit	757,739	819,811	819,811	819,811	819,811
Total City Tax Levy	\$ 3,239,729	\$ 3,456,909	\$ 3,689,347	\$ 3,474,212	\$ 3,456,909
Less: Debt Service Portion (I&S) Collection	(111,031)	(132,551)	(132,551)	(132,551)	(132,551)
Less: Debt Service from Properties under Ceiling Limit	(33,897)	(41,207)	(37,869)	(40,938)	(41,207)
Tax Levy Available to General Fund (M&O) @ 100% *	\$ 3,094,801	\$ 3,283,152	\$ 3,518,928	\$ 3,300,723	\$ 3,283,152
Revenue Difference from FY 2017-18 for General Fund		\$ 188,351	\$ 424,127	\$ 205,922	\$ 188,351
Tax Rate Comparison FY 2017-18 vs. FY 2018-19		\$ -	\$ 0.025362	\$ 0.001888	\$ -

* Council guidance was to utilize 100% collection rate for budget purposes in FY 18/19.

	FY 2017-18 Assessment	FY 2018-19 Current Rate	FY 2018-19 Rollback Rate	FY 2018-19 Effective Rate	FY 2018-19 Proposed
Rate Effects on Average Taxable Homestead Value	\$ 659,445	\$ 686,846	\$ 686,846	\$ 686,846	\$ 686,846
Total Tax Rate (Per \$100)	0.287742	0.287742	0.313104	0.289630	0.287742
Total City Tax Levy	\$ 1,898	\$ 1,976	\$ 2,151	\$ 1,989	\$ 1,976
Difference In City Tax Paid FY 2017-18 vs. FY 2018-19 **		\$ 79	\$ 253	\$ 92	\$ 79

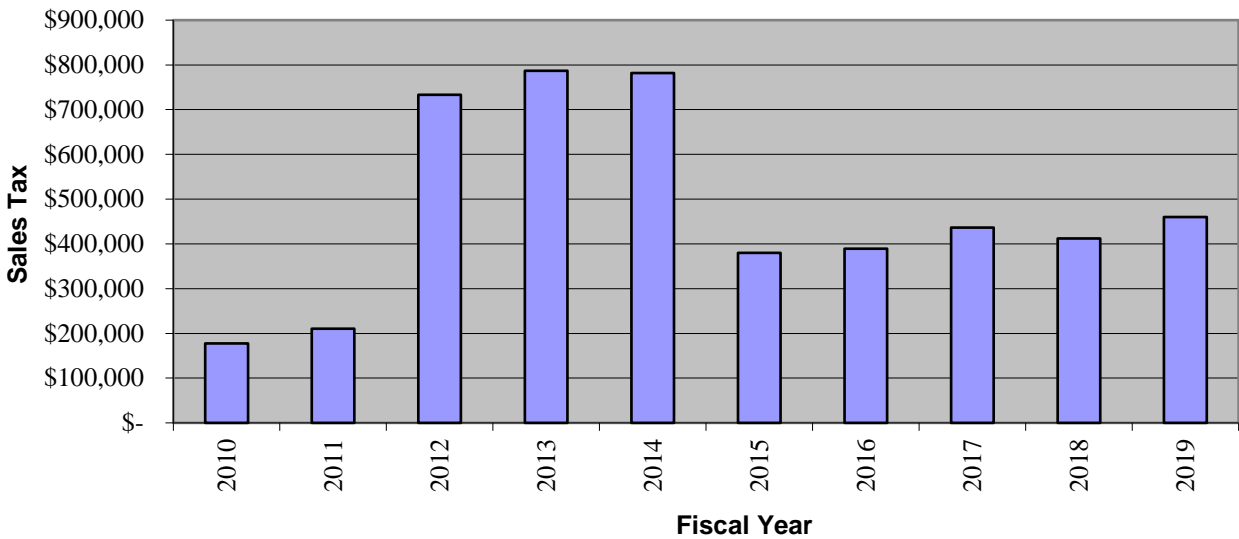
** Difference for individual tax payers may be more or less depending on the specific appraised property values.

City of Shavano Park Historical Sales Tax Rates

Total	8.25%
State	6.25%
General Fund	1.00%
Street Maintenance Fund	0.25%
Crime Control District	0.25%
VIA	0.50%

General Fund Sales Tax Collections Only

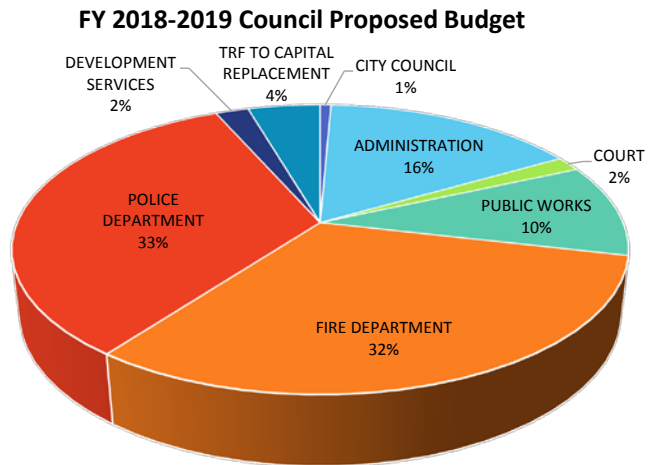
Budget Year	Sales Tax Collected	Change from Prior Year	%
2010	\$ 177,830	\$ 18,798	11.820%
2011	\$ 210,371	\$ 32,541	18.299%
2012	\$ 733,107	\$ 522,736	248.483%
2013	\$ 786,838	\$ 53,731	7.329%
2014	\$ 781,683	\$ (5,155)	-0.655%
2015	\$ 379,771	\$ (401,912)	-51.416%
2016	\$ 388,949	\$ 9,178	2.417%
2017	\$ 436,447	\$ 47,498	12.212%
2018 Estimated	\$ 412,000	\$ (24,447)	-5.601%
2019 Proposed	\$ 460,000	\$ 48,000	11.650%



Historical General Fund Operational Expenditures by Department

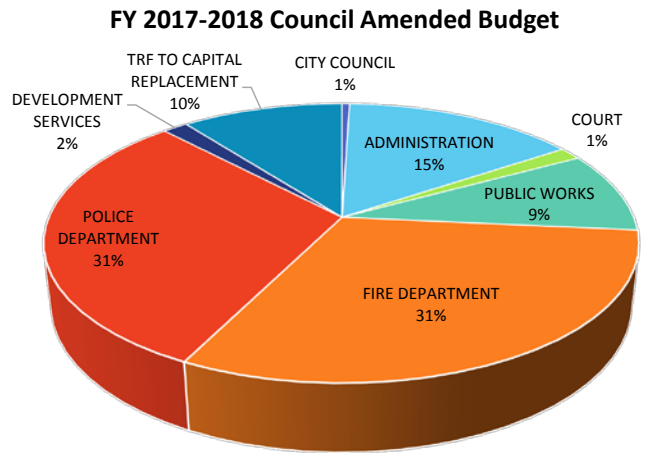
FY 2018-2019 Council Proposed Budget

CITY COUNCIL	\$ 35,650	0.59%
ADMINISTRATION	832,720	13.83%
COURT	84,239	1.40%
PUBLIC WORKS	539,572	8.96%
FIRE DEPARTMENT	1,647,824	27.36%
POLICE DEPARTMENT	1,730,081	28.73%
DEVELOPMENT SERVICES	107,500	1.78%
TRF TO CAPITAL REPLACEMENT	235,756	3.91%
Total Expenditures & Transfers Out	\$ 5,213,342	



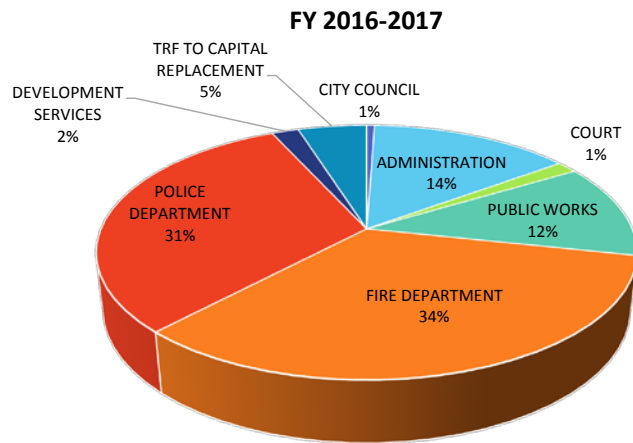
FY 2017-2018 Council Amended Budget (UNAUDITED)

CITY COUNCIL	\$ 30,084	0.50%
ADMINISTRATION	909,764	15.11%
COURT	87,695	1.46%
PUBLIC WORKS	568,204	9.43%
FIRE DEPARTMENT	1,861,092	30.90%
POLICE DEPARTMENT	1,839,089	30.54%
DEVELOPMENT SERVICES	96,900	1.61%
TRF TO CAPITAL REPLACEMENT	629,635	10.45%
Total Expenditures & Transfers Out	\$ 6,022,463	



FY 2016-2017

CITY COUNCIL	\$ 29,388	0.57%
ADMINISTRATION	734,748	14.36%
COURT	75,504	1.48%
PUBLIC WORKS	611,130	11.94%
FIRE DEPARTMENT	1,724,821	33.70%
POLICE DEPARTMENT	1,593,543	31.13%
DEVELOPMENT SERVICES	98,089	1.92%
TRF TO CAPITAL REPLACEMENT	251,032	4.90%
Total Expenditures & Transfers Out	\$ 5,118,255	

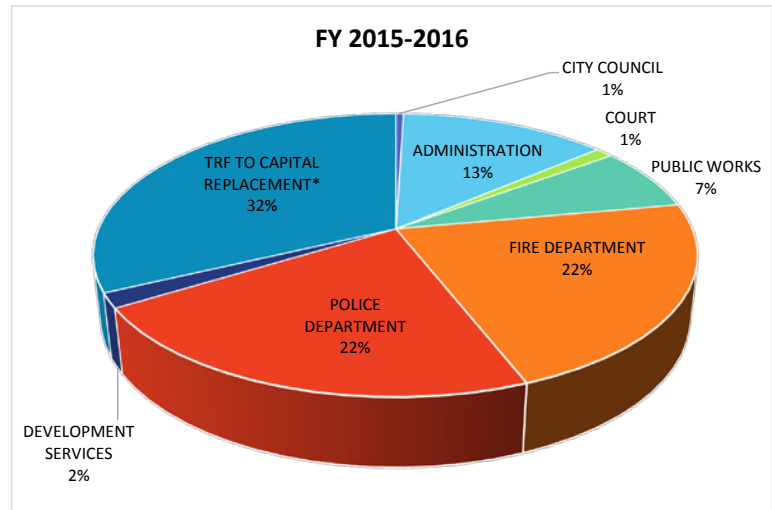


Historical General Fund Operational Expenditures by Department Cont.

FY 2015-2016

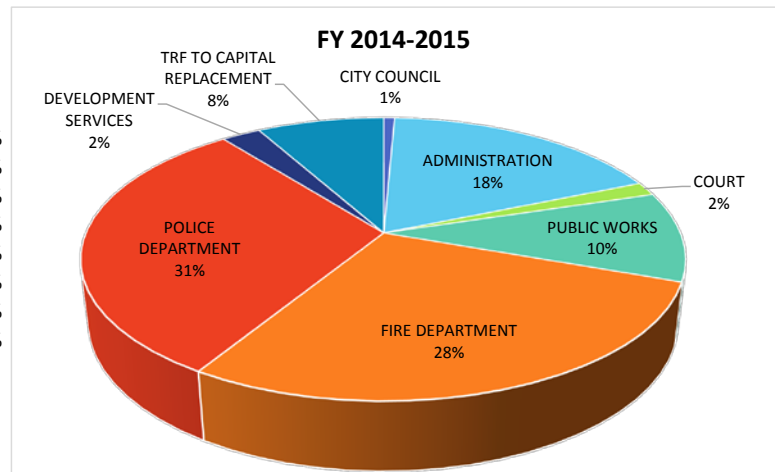
CITY COUNCIL	\$ 28,949	0.49%
ADMINISTRATION	785,588	13.23%
COURT	67,435	1.14%
PUBLIC WORKS	428,524	7.22%
FIRE DEPARTMENT	1,306,320	22.01%
POLICE DEPARTMENT	1,314,059	22.14%
DEVELOPMENT SERVICES	99,671	1.68%
TRF TO CAPITAL REPLACEMENT*	1,905,486	32.10%
Total Expenditures & Transfers Out	\$ 5,936,032	

*Includes \$1,643,749 transfer from Fund Balance



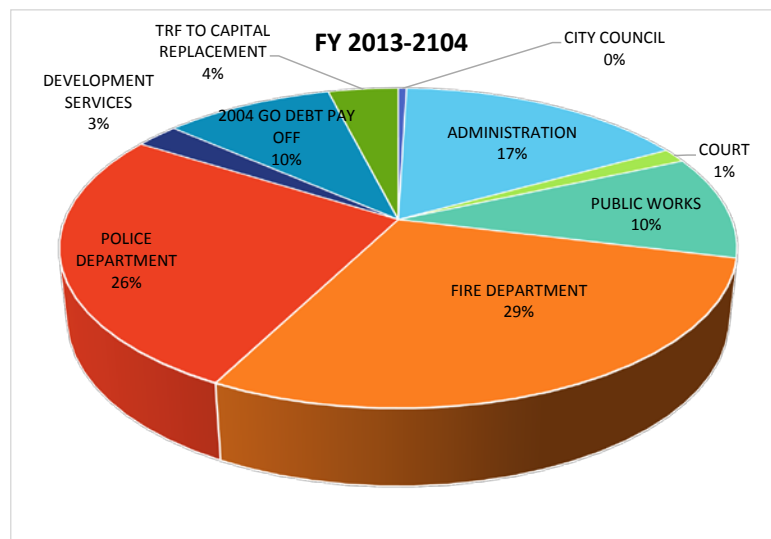
FY 2014-2015

CITY COUNCIL	30,380	0.70%
ADMINISTRATION	779,172	17.95%
COURT	67,346	1.55%
PUBLIC WORKS	446,338	10.28%
FIRE DEPARTMENT	1,227,296	28.28%
POLICE DEPARTMENT	1,330,536	30.65%
DEVELOPMENT SERVICES	107,925	2.49%
TRF TO CAPITAL REPLACEMENT	351,406	8.10%
Total Expenditures & Transfers Out	4,340,399	



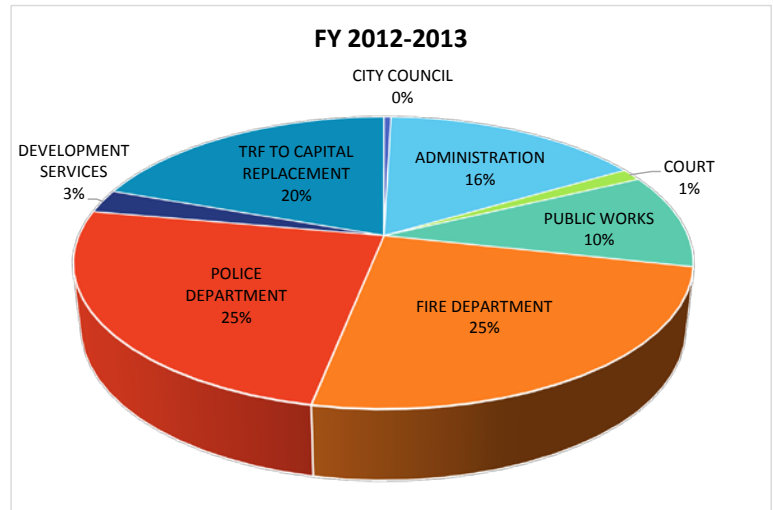
FY 2013-2014

CITY COUNCIL	20,362	0.47%
ADMINISTRATION	718,161	16.47%
COURT	62,219	1.43%
PUBLIC WORKS	456,473	10.47%
FIRE DEPARTMENT	1,255,704	28.79%
POLICE DEPARTMENT	1,148,824	26.34%
DEVELOPMENT SERVICES	107,904	2.47%
2004 GO DEBT PAY OFF	418,554	9.60%
TRF TO CAPITAL REPLACEMENT	172,808	3.96%
Total Expenditures & Transfers Out	4,361,009	



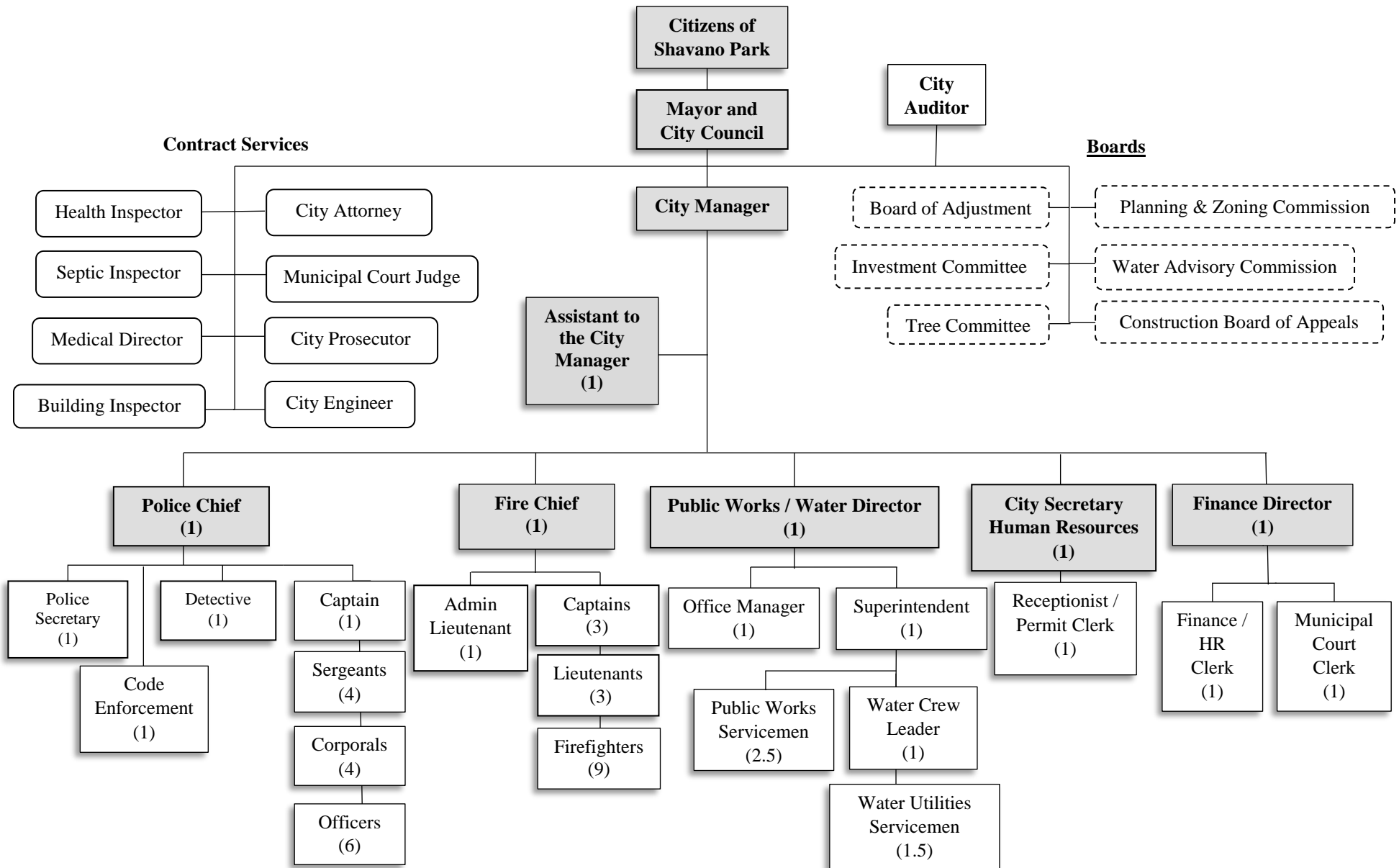
Historical General Fund Operational Expenses by Department Cont.

FY 2012-2013		
CITY COUNCIL	20,171	0.43%
ADMINISTRATION	759,341	16.12%
COURT	62,651	1.33%
PUBLIC WORKS	496,641	10.54%
FIRE DEPARTMENT	1,164,074	24.71%
POLICE DEPARTMENT	1,163,288	24.69%
DEVELOPMENT SERVICES	122,358	2.60%
TRF TO CAPITAL REPLACEMENT	923,039	19.59%
Total Expenditures & Transfers Out	4,711,563	



ORGANIZATIONAL FLOWCHART

Approved by Council on August 27, 2018



HISTORICAL STAFFING LEVELS

	<u>2013/2014</u>	<u>2014/2015</u>	<u>2015/2016</u>	<u>2016/2017</u>	<u>2017/2018</u>	Council Proposed FY 2018-19
10-General Fund						
GENERAL ADMINISTRATION - 601						
City Manager	1	1	1	1	1	1
City Secretary	1	1	1	1	1	1
Finance Director	1	1	1	1	1	1
Finance/HR Clerk	1	1	1	1	1	1
Permit Clerk	1	1	1	1	1	1
Planner/Information Systems Manager	1	1	1	1	0	0
Assistant to the City Manager	0	0	0	0	1	1
Department Total	6	6	6	6	6	6
MUNICIPAL COURT - 602						
Court Clerk	1	1	1	1	1	1
PUBLIC WORKS - 603						
Director of Public Works 50/50	0.5	0.5	0.5	0.5	0.5	0.5
Public Works/Water Office Manager 50/50	0.5	0.5	0.5	0.5	0.5	0.5
Public Works/Water Superintendent 50/50	0	0	0	0	0.5	0.5
Public Works/Water Foreman 50/50	0.5	0.5	0.5	0.5	0	0
Public Works Servicemen	2.5	2.5	2.5	2.5	2.5	2.5
Department Total	4	4	4	4	4	4
FIRE DEPARTMENT - 604						
Fire Chief	1	1	1	1	1	1
Fire Admin/Lieutenant	0	0	0	1	1	1
Captain	2	2	2	1	1	0
Fire Captain	1	1	1	2	2	3
Fire Lieutenant	3	3	3	3	3	3
Fire Fighter	10	10	10	9	9	9
Department Total	17	17	17	17	17	17
Paramedic Certification	8	8	8	10	10	10

Note: Paramedic certification positions are not additional personnel, but are included within above the Fire Department categories.

HISTORICAL STAFFING LEVELS

	<u>2013/2014</u>	<u>2014/2015</u>	<u>2015/2016</u>	<u>2016/2017</u>	<u>2017/2018</u>	Council Proposed FY 2018-19
10-General Fund (continued)						
POLICE 605						
Police Chief	1	1	1	1	1	1
Police Secretary	1	1	1	1	1	1
Police Captain	0	0	0	0	1	1
Police Lieutenant	1	1	1	1	0	0
Police Investigator/Sergeant	1	1	1	1	1	1
Police Sergeant	4	4	4	4	4	4
Police Corporal	4	4	4	4	4	4
Police Officer	5	4	4	4	6	6
Police Officer/Code Enforcement	0	1	1	1	1	1
Department Total	17	17	17	17	19	19
General Fund Total	45	45	45	45	47	47
20 - Water Fund						
WATER - 606						
Director of Public Works 50/50	0.5	0.5	0.5	0.5	0.5	0.5
Public Works/Water Office Manager 50/50	0.5	0.5	0.5	0.5	0.5	0.5
Public Works/Water Superintendent 50/50	0	0	0	0	0.5	0.5
Public Works/Water Foreman	0.5	0.5	0.5	0.5	0	0
Water Crew Leader	0	0	0	0	0	1
Water Servicemen	2.5	2.5	2.5	2.5	2.5	1.5
Water Fund Total	4	4	4	4	4	4
CITY - WIDE TOTAL	49	49	49	49	51	51

CITY OF SHAVANO PARK
COMBINED FUND SUMMARY

	FY 2014 - 15 ACTUAL	FY 2015 - 16 ACTUAL	FY 2016 - 17 ACTUAL	FY 2017 - 18 ADOPTED	FY 2017 - 18 AMENDED	FY 2018 - 19 PROPOSED
REVENUES & OTHER FINANCING SOURCES						
GENERAL FUND	\$ 4,727,448	\$ 4,536,031	\$ 5,633,531	\$ 5,502,984	\$ 5,675,220	\$ 5,213,342
WATER UTILITY FUND	852,041	850,739	964,822	867,593	908,093	865,519
CRIME CONTROL FUND	118,734	247,272	112,526	116,509	123,009	121,000
PEG FUND	14,945	15,392	15,239	15,505	15,505	16,500
OAK WILT FUND	17,701	37,710	13,700	10,500	10,500	10,500
STREET MAINTENANCE FUND	94,943	97,237	109,112	115,009	115,009	115,000
COURT TECHNOLOGY/SECURITY FUND	10,882	8,739	8,366	7,700	7,700	7,700
CHILD SAFETY FUND	3,799	3,928	3,487	3,840	3,840	4,200
LEOSE FUND	1,673	1,595	1,570	1,563	1,563	1,550
POLICE FORFEITURE FUND	-	1	18	-	-	-
GENERAL CAPITAL IMPROVEMENT/REPLACEMENT FUND	388,757	1,905,699	261,149	324,596	642,635	265,756
PET DOCUMENTATION & RESCUE FUND	-	-	7	-	-	-
DEBT SERVICE FUND	169,890	237,936	174,495	111,031	111,031	132,551
TOTAL REVENUE & TRANSFERS IN	\$ 6,400,813	\$ 7,942,279	\$ 7,298,022	\$ 7,076,830	\$ 7,614,105	\$ 6,753,618
LESS INTERFUND TRANSFERS	(533,563)	(37,088)	(856,327)	(475,401)	(621,431)	(266,206)
NET REVENUES	\$ 5,867,250	\$ 7,905,191	\$ 6,441,695	\$ 6,601,429	\$ 6,992,674	\$ 6,487,412
EXPENDITURES & OTHER FINANCING USES						
GENERAL FUND	\$ 4,340,399	\$ 5,936,032	\$ 5,118,256	\$ 5,603,039	\$ 6,022,463	\$ 5,213,342
WATER UTILITY FUND	897,240	994,797	1,281,286	886,635	960,403	822,353
CRIME CONTROL FUND	125,499	90,120	222,326	220,837	253,837	84,565
PEG FUND	-	-	-	36,000	36,000	1,600
OAK WILT FUND	43,722	-	-	500	500	500
STREET MAINTENANCE FUND	-	-	-	-	-	-
COURT TECHNOLOGY/SECURITY FUND	19,766	5,046	4,013	4,013	8,749	18,400
CHILD SAFETY FUND	2,847	3,530	3,627	5,500	5,500	5,000
LEOSE FUND	2,131	3,469	3,871	2,070	2,070	1,550
POLICE FORFEITURE FUND	-	-	6,244	-	-	-
GENERAL CAPITAL IMPROVEMENT/REPLACEMENT FUND	20,000	173,882	300,620	236,501	364,509	1,052,690
PET DOCUMENTATION & RESCUE FUND	-	-	-	-	-	-
DEBT SERVICE FUND	203,846	207,714	203,345	203,082	203,082	208,897
TOTAL EXPENDITURES & TRANSFERS OUT	\$ 5,655,450	\$ 7,414,590	\$ 7,143,588	\$ 7,198,177	\$ 7,857,113	\$ 7,408,897
LESS INTERFUND TRANSFERS	(533,563)	(37,088)	(856,327)	(475,041)	(621,431)	(266,206)
NET EXPENDITURES	\$ 5,121,887	\$ 7,377,502	\$ 6,287,261	\$ 6,723,136	\$ 7,235,682	\$ 7,142,691
REVENUES OVER (UNDER) EXPENDITURES	\$ 745,363	\$ 527,689	\$ 154,434	\$ (121,707)	\$ (243,008)	\$ (655,279)
BEGINNING COMBINED FUND BALANCE	9,585,432	10,330,795	10,858,484	11,131,714	11,131,714	10,888,706
PRIOR PERIOD ADJUSTMENT	-	-	118,796	-	-	-
ENDING COMBINED FUND BALANCE	\$ 10,330,795	\$ 10,858,484	\$ 11,131,714	\$ 11,010,007	\$ 10,888,706	\$ 10,233,427

CITY OF SHAVANO PARK
CONSOLIDATED BUDGET SUMMARY BY FUND
FY 2018 - 19

	GENERAL	WATER	CRIME CONTROL	GENERAL CAPITAL IMPROVEMENT/ REPLACEMENT	PEG FUND	OAK WILT	STREET MAINTENANCE	COURT TECHNOLOGY & SECURITY	CHILD SAFETY	LEOSE	POLICE FORFEITURE	PET DOC. & RESCUE	DEBT SERVICE	TOTAL
REVENUES AND OTHER FINANCING SOURCES:														
PROPERTY TAX	\$ 3,311,152	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 132,551	\$ 3,443,703
SALES TAX	460,000	-	115,000	-	-	-	115,000	-	-	-	-	-	-	690,000
OTHER TAXES	22,000	-	-	-	-	-	-	-	-	-	-	-	-	22,000
FRANCHISE FEES	476,000	-	-	-	-	-	-	-	-	-	-	-	-	476,000
CHARGES FOR SERVICES	-	822,211	-	-	-	-	-	-	4,200	-	-	-	-	826,411
PERMITS/LICENSES	429,075	-	-	-	15,500	10,500	-	-	-	-	-	-	-	455,075
COURT FEES	182,000	-	-	-	-	-	-	7,700	-	-	-	-	-	189,700
POLICE/FIRE REVENUE	114,400	-	-	-	-	-	-	-	-	-	-	-	-	114,400
INTEREST	43,531	9,500	6,000	30,000	1,000	-	-	-	-	-	-	-	-	90,031
MISCELLANEOUS/GRANTS	144,734	33,808	-	-	-	-	-	-	-	1,550	-	-	-	180,092
INTERFUND TRANSFERS	30,450	-	-	235,756	-	-	-	-	-	-	-	-	-	266,206
TOTAL REVENUES	\$ 5,213,342	\$ 865,519	\$ 121,000	\$ 265,756	\$ 16,500	\$ 10,500	\$ 115,000	\$ 7,700	\$ 4,200	\$ 1,550	\$ -	\$ -	\$ 132,551	\$ 6,753,618
EXPENDITURES AND OTHER FINANCING USES:														
GENERAL GOVERNMENT	\$ 1,027,948	\$ -	\$ -	\$ 118,330	\$ 1,600	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,148,378
JUDICIAL	84,239	-	-	-	-	-	-	18,400	-	-	-	-	-	102,639
PUBLIC WORKS	587,144	635,138	-	798,560	-	-	-	-	-	-	-	-	-	2,020,842
PUBLIC SAFETY	3,514,011	-	84,565	135,800	-	-	-	-	5,000	1,550	-	-	-	3,740,926
DEBT SERVICE	-	187,215	-	-	-	-	-	-	-	-	-	-	208,897	396,112
TOTAL EXPENDITURES	\$ 5,213,342	\$ 822,353	\$ 84,565	\$ 1,052,690	\$ 1,600	\$ 500	\$ -	\$ 18,400	\$ 5,000	\$ 1,550	\$ -	\$ -	\$ 208,897	\$ 7,408,897
REVENUES OVER (UNDER)														
EXPENDITURES	\$ -	\$ 43,166	\$ 36,435	\$ (786,934)	\$ 14,900	\$ 10,000	\$ 115,000	\$ (10,700)	\$ (800)	\$ -	\$ -	\$ -	\$ (76,346)	\$ (655,279)
BEGINNING FUND BALANCE	2,724,876	3,225,472	559,542	3,553,369	83,655	80,332	416,301	56,540	3,139	6	-	2,300	183,174	10,888,706
ENDING FUND BALANCE	\$ 2,724,876	\$ 3,268,638	\$ 595,977	\$ 2,766,435	\$ 98,555	\$ 90,332	\$ 531,301	\$ 45,840	\$ 2,339	\$ 6	\$ -	\$ 2,300	\$ 106,828	\$ 10,233,427

Strategic Goals and Objectives

Strategic Vision

Shavano Park strives to be the premier community in Bexar County, preserving and celebrating its natural setting and small town traditions amid the surrounding area's urban growth.

Mission

The City of Shavano Park provides exceptional leadership and delivers exemplary municipal services in a professional, cost-effective and efficient manner to citizens, business owners and visitors to facilitate economic growth and enable an exceptional quality of life and workplace consistent with our small town values and character.

Values

- Honesty
- Integrity
- Accountability
- Excellence
- Professionalism
- Innovation
- Inclusiveness
- Open, clear, proactive and transparent communications and Government
- Responsiveness and Customer Service

Essential Task List

- Provide, Efficiently Use, and Protect Fiscal Resources
- Maintain Effective Staffing Resources
- Provide and Maintain Infrastructure
- Maintain a Superior Water System
- Provide Police Services
- Provide Fire / EMS Services
- Conduct Municipal Planning
- Enforce Ordinances / Standards consistently
- Provide Outstanding Customer Service to citizens and visitors

Strategic Goals

1. Provide excellent municipal services while anticipating future requirements
2. Protect and provide a city-wide safe and secure environment
3. Preserve City property values, protect fiscal resources and maintain financial discipline
4. Maintain excellent infrastructure (buildings, streets and utilities)
5. Enhance and support commercial business activities and opportunities
6. Enhance the City image and maintain a rural atmosphere
7. Promote effective communications and outreach with citizens
8. Mitigate storm water runoff

Objectives

1. Provide excellent municipal services while anticipating future requirements

- Provide exceptional customer service to citizens and visitors
- Enforce ordinances / policies consistently
- Engage residents to participate in municipal planning
- Review Contracts / Professional Services and request RFQs as appropriate
- Fully fund Capital Replacement requirements as scheduled

2. Protect and provide a city-wide safe and secure environment

- Effectively conduct “Community Policing” to keep Shavano Park citizens safe
- Actively respond to citizen concerns
- Proactively enforce city ordinances, criminal statutes and Texas Transportation Code provisions
- Proactively pursue reduction of neighborhood crime across the city
- Consistently maintain average police and fire response times to 3-4 minutes
- Routinely emphasize friendly “customer service” and image of City while patrolling
- Effectively communicate to citizens police security efforts in crime control measures and trends
- Begin the planning for the replacement of Engine 139B (Fire)
- Continue fire safety measures / improvements by reducing the risk of a forest fire for all municipal areas in coordination with the Texas A&M Forest Service
- Consider becoming a Court of Record

3. Preserve City property values, protect fiscal resources and maintain financial discipline

- Investigate revenue enhancement options
- Continue growth of the Oak Wilt Fund
- Strive to earn the Texas Comptroller Transparency Star Award
- Earn Government Finance Officers Association Budget Award
- Maintain Reserves IAW our Fund Balance Policy

4. Maintain excellent infrastructure (buildings, streets and utilities)

- Complete a city-wide street assessment, maintenance, and replacement schedule
- Continue to implement asphalt preservation applications east side of NW Military from Loop 1604 to De Zavala (including DeZavala); applications include crack seal and seal coat to assist in maintaining pavement conditions
- Implement environmentally friendly parking options (City Hall South)
- Maintain essential public water infrastructure to include a capital replacement program
 - Continue to take corrective action on dead end main issues to lessen flushing and reduce loss ratio rate.
- Complete assessment of city requirements for NW Military MPO project scheduled for 2020
- Complete planning with TxDOT for relocation and improvements to portions of the water mains on NW Military prior/ job bid for MPO project
- Assess City requirements for relocation and improvements to portions of the water mains on NW Military and to determine funding sources
- Investigate alternatives to increase productivity and life expectancy of the Trinity Well pump, motor, and ground storage tank
- Develop and implement a plan to remodel the City Hall public bathrooms

5. Enhance and support commercial business activities and opportunities

- Continue to survey Shavano Park businesses concerning city support
- Continue to maintain an updated business directory supplement and include in the Shavano Park resident directory

6. Enhance the City Image while maintaining a rural atmosphere

- Emphasize friendly customer service and make opportunities to engage with public
- Continue to coordinate with Bitterblue for completion of sidewalk trail north from Lockhill Selma to Salado Creek
- Secure the donation of a pavilion to the City
- Solicit the donation of a play scape to the City
- Consider security options to include a controlled access gate along the trail from Cliffside to the San Antonio Linear Park and trail system

- Enter into an agreement with the Willow Wood HOA for the maintenance of the pedestrian easement between the Willow Wood and the Pond Hill Villas neighborhoods
- Maintain Tree City USA recognition
- Consider permanent green space on the municipal tract
- Maintain Firewise recognition
- Explore options for second rain garden
- Develop and implement a landscaping plan for the City Monument at City Hall

7. Promote effective communications and outreach with citizens

- Maintain and continue to improve the City Communications Plan
- Conduct four City sponsored events (Arbor Day, Independence Day, National Night Out, December Celebration)
- Support the City of Shavano Park celebration of Fiesta in coordination with Arbor Day with Fiesta Metals
- Maintain City website and evaluate additional website applications
- Conduct written engagements with Citizens (Town Plan, RR Stickers, Key Numbers, i-INFO)
- Continue to conduct website surveys
- Decide and consider options for comprehensive Town Plan for 2018

8. Mitigate storm water runoff

- Assess and complete Drainage plan culverts at Fawn Drive and Chimney Rock.
- Assess Phase II Drainage plan culverts and complete improvements based upon assessment for Windmill and Bent Oak.
- Initiate a Preliminary Engineering Report to determine the options and a more refined cost estimate for remaining drainage areas as presented in the KFW Engineering Drainage Study
- Assess the implementation of the previously approved prioritized plan to address City drainage issues; revise the plan and implement as it is feasible
- Continue drainage improvements
- Provide maintenance of our storm water to include inlets and channels, ensuring proper drainage into our watersheds to include brush clearing projects
- Examine Lockhill Selma pooling of water and street cleaning practices in coordination with the Bentley Manor HOA.

10 - GENERAL FUND

	FY 2017-18 AMENDED BUDGET	FY 2018-19 COUNCIL PROPOSED BUDGET	DIFFERENCE BETWEEN AMENDED AND PROPOSED
BEGINNING FUND BALANCE	\$ 3,072,119	\$ 2,724,876	
TOTAL REVENUES AND OTHER SOURCES	\$ 5,675,220 *	\$ 5,213,342	\$ (461,878)
DEPARTMENT EXPENDITURES AND OTHER USES:			
CITY COUNCIL	\$ 30,084	\$ 35,650	\$ 5,566
ADMINISTRATION	953,179	884,798	(68,381)
COURT	87,695	84,239	(3,456)
PUBLIC WORKS	732,081	587,144	(144,937)
FIRE DEPARTMENT	2,283,435	1,783,930	(499,505)
POLICE DEPARTMENT	1,839,089	1,730,081	(109,008)
DEVELOPMENT SERVICES	96,900	107,500	10,600
TOTAL EXPENDITURES AND OTHER USES	<u>\$ 6,022,463</u>	<u>\$ 5,213,342</u>	<u>\$ (809,121)</u>
TOTAL REVENUES AND OTHER SOURCES OVER (LESS) THAN EXPENDITURES AND OTHER USES	<u>\$ (347,243)</u>	<u>\$ -</u>	<u>\$ 347,243</u>
ENDING FUND BALANCE, PROJECTED BUDGET	<u>\$ 2,724,876</u>	<u>\$ 2,724,876</u>	

* Does not include budgeted use of \$347,243 of fund balance to cover expenditures.

General Fund - Fund Balance Funding %

FY 2018-19 COUNCIL PROPOSED BUDGET	PROJECTED UNAUDITED 9-30-2018 FUND BALANCE	EXCESS(DEFICIT) UNASSIGNED FUND BALANCE AS A % OF BUDGET
<u>\$</u>	<u>\$</u>	
<u>\$ 5,213,342</u>	<u>\$ 2,724,876</u>	

Fund Balance % of Budget

20%	\$ 1,042,668	\$ 1,682,208
25%	\$ 1,303,336	\$ 1,421,541
30%	\$ 1,564,003	\$ 1,160,873
40%	\$ 2,085,337	\$ 639,539
45%	\$ 2,346,004	\$ 378,872
50%	\$ 2,606,671	\$ 118,205
75%	\$ 3,910,007	\$ (1,185,131)
80%	\$ 4,170,674	\$ (1,445,798)
85%	\$ 4,431,341	\$ (1,706,465)
95%	\$ 4,952,675	\$ (2,227,799)
100%	\$ 5,213,342	\$ (2,488,466)

10 -GENERAL FUND

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
REVENUES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
NON-DEPARTMENTAL								
=====								
TAXES								
10-599-1010 CURRENT ADVALOREM TAXES	2,522,308	2,610,966	2,913,974	3,094,801	3,064,492	3,064,492	3,283,152	
10-599-1020 DELINQUENT ADVALOREM TAXES	16,023	25,378	67,737	20,000	(40,623)	(40,623)	20,000	
10-599-1030 PENALTY & INTEREST REVENUE	8,977	8,875	8,042	7,000	10,152	10,152	8,000	
10-599-1040 MUNICIPAL SALES TAX	379,771	388,949	436,447	460,000	342,145	412,000	460,000	
10-599-1060 MIXED BEVERAGE TAX	19,371	18,535	19,230	20,000	20,647	20,647	22,000	
TOTAL TAXES	2,946,450	3,052,703	3,445,430	3,601,801	3,396,812	3,466,668	3,793,152	
FRANCHISE REVENUES								
10-599-2020 FRANCHISE FEES - ELECTRIC	251,532	270,026	283,708	282,000	200,987	298,557	295,000	
10-599-2022 FRANCHISE FEES - GAS	33,080	25,494	25,482	33,000	25,861	28,928	30,000	
10-599-2024 FRANCHISE FEES - CABLE	74,713	76,923	77,142	77,677	59,038	79,716	80,000	
10-599-2026 FRANCHISE FEES - PHONE	25,661	24,932	24,684	25,143	19,084	25,481	25,000	
10-599-2027 FRANCHISE FEES - SAWS	19,331	10,962	11,635	11,000	0	13,950	14,000	
10-599-2028 FRANCHISE FEES - REFUSE	24,867	29,072	31,105	30,383	32,174	32,174	32,000	
TOTAL FRANCHISE REVENUES	429,185	437,409	453,756	459,203	337,144	478,806	476,000	
PERMITS & LICENSES								
10-599-3010 BUILDING PERMITS	410,875	376,677	478,524	425,000	283,199	360,000	338,575	
10-599-3012 PLAN REVIEW FEES	116,035	59,370	63,403	62,000	44,299	59,000	55,000	
10-599-3018 CERT OF OCCUPANCY PERMITS	4,400	6,740	6,400	5,000	7,900	9,000	6,000	
10-599-3020 PLATTING FEES	32,155	8,822	11,242	10,000	2,965	4,050	2,000	
10-599-3025 VARIANCE/RE-ZONE FEES	15	3,040	1,850	2,000	1,100	1,100	2,000	
10-599-3040 CONTRACTORS' LICENSES	200	0	1,610	500	5,992	7,000	5,000	
10-599-3045 INSPECTION FEES	11,327	10,705	9,470	11,000	8,550	9,400	10,000	
10-599-3048 COMMERCIAL SIGN PERMITS	0	0	1,700	500	2,200	2,400	500	
10-599-3050 GARAGE SALE & OTHER PERMITS	505	1,720	1,253	1,200	420	550	1,000	
10-599-3055 HEALTH INSPECTIONS	2,100	3,400	4,900	4,500	2,600	3,500	4,000	
10-599-3060 DEVELOPMENT FEES	158,232	52,972	18,005	64,440	64,440	64,440	5,000	
TOTAL PERMITS & LICENSES	735,844	523,446	598,356	586,140	423,665	520,440	429,075	
COURT FEES								
10-599-4010 MUNICIPAL COURT FINES	183,203	162,155	155,342	170,000	112,018	136,700	150,000	
10-599-4021 ARREST FEES	6,627	4,969	4,960	5,000	4,000	4,800	5,000	
10-599-4028 STATE COURT COST ALLOCATION	6,063	6,818	6,467	6,000	0	6,000	6,000	
10-599-4030 WARRANT FEES	28,736	27,724	23,850	24,000	17,841	20,000	20,000	
10-599-4036 JUDICIAL FEE - CITY	907	727	708	1,000	564	650	1,000	
TOTAL COURT FEES	225,535	202,393	191,327	206,000	134,423	168,150	182,000	

10 -GENERAL FUND

	(------ 2017-2018 -----) (------ 2018-2019 -----)							
REVENUES	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
POLICE/FIRE REVENUES								
10-599-6010 POLICE REPORT REVENUE	333	448	365	400	377	400	400	
10-599-6030 POLICE DEPT. REVENUE	6,763	7,750	4,525	4,000	2,862	3,200	4,000	
10-599-6060 EMS FEES	74,087	68,606	111,170	110,000	90,778	116,000	110,000	
TOTAL POLICE/FIRE REVENUES	81,183	76,804	116,061	114,400	94,017	119,600	114,400	
MISC./GRANTS/INTEREST								
10-599-7000 INTEREST INCOME	4,471	10,328	22,191	56,000	42,206	45,000	43,531	
10-599-7021 FEDERAL GRANTS	0	0	6,370	15,000	13,250	13,250	15,000	
INTERVIEW ROOM RECORDIN 0	0.00							15,000
10-599-7025 US DOJ VEST GRANT	2,097	1,097	2,781	2,000	1,822	2,260	4,000	
REIMBURSED 50% EA VEST 8	500.00							4,000
10-599-7030 FORESTRY SERVICE GRANT	0	625	0	10,000	400	8,500	10,000	
10-599-7036 TEXAS COMM. ON FIRE PROTECT	0	0	625	0	0	0	0	
10-599-7037 STRAC	6,606	10,229	7,790	7,000	6,460	6,460	7,000	
10-599-7040 PUBLIC RECORDS REVENUE	77	18	1	100	21	21	50	
10-599-7050 ADMINISTRATIVE INCOME	29,465	16,693	90,642	2,000	4,169	4,200	4,000	
VARIOUS MISC COLLECTION 0	0.00							4,000
10-599-7060 CC SERVICE FEES	0	0	4,260	3,000	3,959	4,800	4,000	
10-599-7070 RECYCLING REVENUE	1,818	2,161	2,536	2,000	2,451	2,950	2,500	
10-599-7075 SITE LEASE/LICENSE FEES	38,979	40,619	42,185	44,124	36,354	44,124	45,084	
T-MOBILE 12	1,667.00							20,004
CCATT-AT&T 12	2,090.00							25,080
10-599-7084 DONATIONS- FIRE DEPARTMENT	500	0	0	0	50	50	50	
10-599-7085 DONATIONS- POLICE DEPARTMEN	600	0	255	255	550	550	50	
10-599-7086 DONATIONS- ADMINISTRATION	4,655	7,905	8,393	8,000	7,180	7,180	8,000	
10-599-7090 SALE OF CITY ASSETS	20,859	15,038	23,245	38,920	39,464	39,464	45,000	
AMBULANCE 1	35,000.00							35,000
OTHER MISC EQUIPMENT 1	10,000.00							10,000
10-599-7097 INSURANCE PROCEEDS	10,236	3,909	12,030	31,140	32,903	32,903	0	
TOTAL MISC./GRANTS/INTEREST	120,364	108,621	223,304	219,539	191,240	211,712	188,265	
TRANSFERS IN								
10-599-8020 TRF IN -WATER FUND	22,050	22,050	79,312	22,050	0	22,050	22,050	
10-599-8040 TRF IN -CRIME CONTROL	83,100	82,459	215,106	212,837	157,770	212,837	0	
SALARIES 80/84 COVER 4H 0	0.00							0
10-599-8050 TRF IN -COURT RESTRICTED	19,766	5,046	4,013	8,749	8,749	8,749	8,400	
INCODE - COURT 0	0.00							4,200
COURT SECURITY - SPPD 0	0.00							4,200
10-599-8054 TRF IN -FORFEITURE FUNDS	0	0	6,244	0	0	0	0	
10-599-8070 TRF IN -CAPITAL REPLACEMENT	20,000	25,100	300,620	244,501	95,168	218,900	0	
10-599-8090 PRIOR PERIOD ADJUSTMENT	43,972	0	118,796	0	0	0	0	
10-599-8099 FUND BALANCE RESERVE	0	0	0	347,243	0	398,343	0	
TOTAL TRANSFERS IN	188,888	134,655	724,091	835,380	261,687	860,879	30,450	
TOTAL NON-DEPARTMENTAL	4,727,451	4,536,030	5,752,324	6,022,463	4,838,988	5,826,255	5,213,342	
TOTAL REVENUES	4,727,451	4,536,030	5,752,324	6,022,463	4,838,988	5,826,255	5,213,342	

Major Budget Changes:

Proposed increase in City Sponsored Events (2037) from \$5,000 to \$7,000 per event for three events.
Two city-wide shredding events planned.

Capital Outlay

- 8015 Non-Capital - Computer Equipment

Replacement of 2 IPAD'S if required.	\$	600
--------------------------------------	----	-----

10 -GENERAL FUND
CITY COUNCIL

				(----- 2017-2018 -----)			(----- 2018-2019 -----)	
EXPENDITURES	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
SUPPLIES								
600-2020 GENERAL OFFICE SUPPLIES	145	95	308	300	397	400	300	
600-2035 COUNCIL/EMPLOYEE APPRECIATI	1,054	758	950	1,000	844	1,000	1,000	
600-2037 CITY SPONSORED EVENTS	13,142	20,239	18,590	15,000	18,211	18,500	21,000	
EVENTS (3)	3	7,000.00						21,000
600-2040 MEETING SUPPLIES	1,163	522	733	1,000	464	600	1,000	
COUNCIL MEETINGS	6	75.00						450
GENERAL SUPPLIES	0	0.00						550
600-2080 UNIFORMS	0	0	0	0	0	0	600	
CITY APPAREL	0	0.00						600
TOTAL SUPPLIES	15,504	21,614	20,582	17,300	19,917	20,500	23,900	
SERVICES								
600-3018 CITY WIDE CLEAN UP	1,278	1,278	1,628	1,750	700	700	1,400	
SHRED	2	700.00						1,400
600-3020 ASSOCIATION DUES & PUBS	1,508	1,528	1,628	1,700	1,628	1,628	1,750	
TML -MEMBERSHIP	0	0.00						1,050
AACOG	0	0.00						600
MISC	0	0.00						100
600-3030 TRAINING/EDUCATION	1,093	1,475	1,546	2,000	1,580	1,580	2,000	
VARIOUS SEMINARS	10	200.00						2,000
600-3040 TRAVEL/LODGING/MEALS	223	289	1,587	3,500	2,677	2,677	3,500	
LODGING ~ 10	0	0.00						2,000
MILEAGE	0	0.00						1,000
MEAL EXPENSE REIMBURSEM	0	0.00						500
600-3080 SPECIAL SERVICES	8,000	0	0	0	0	0	0	
TOTAL SERVICES	12,102	4,570	6,389	8,950	6,585	6,585	8,650	
CONTRACTUAL								
600-4088 ELECTION SERVICES	2,500	2,233	1,841	2,500	2,913	2,913	2,500	
TOTAL CONTRACTUAL	2,500	2,233	1,841	2,500	2,913	2,913	2,500	
CAPITAL OUTLAY								
600-8010 NON-CAP-ELECTRONIC EQUIPMEN	0	0	576	0	0	0	0	
600-8015 NON-CAPITAL-COMPUTER EQUIPM	274	530	0	1,334	428	428	600	
REPLACEMENT - IPAD	2	300.00						600
TOTAL CAPITAL OUTLAY	274	530	576	1,334	428	428	600	
TOTAL CITY COUNCIL	30,380	28,947	29,388	30,084	29,844	30,426	35,650	

Administration Department – 601

Goals:

- Effectively communicate with residents, businesses, visitors and other stakeholders
- Provide exceptional customer service and effective administration of services
- Efficiently use and protect fiscal resources through sound financial practices
- Conduct effective master planning to posture the City now and for the future
- Provide planning, research, and support to City Staff and Council
- Upgrade City IT infrastructure in coordination with IT contractor

Objectives:

Effectively communicate with residents, businesses, visitors and other stakeholders

- Maintain an informative and effective and user-friendly website
- Survey Shavano Park businesses concerning City services; Update Business Directory
- Continue implementation of the City Communications Plan
- Develop an internal publications policy
- Post select Roadrunner articles on social media

Provide exceptional customer service and effective administration of services

- Hire and maintain an exceptionally talented team based upon the resources available
- Provide excellent Human Resources services to staff
- Conduct a review and update the Employee Handbook as needed
- Assess and consider options for H/R responsibilities
- Provide training and professional development opportunities to staff
- Investigate emergency power supply (generators) for City buildings and water system

Efficiently use and protect fiscal resources through sound financial practices

- Provide City Council and Staff with timely, accurate financial information
- Earn the Texas Comptroller Transparency Award for Traditional Finances
- Earn Government Finance Officers Association Distinguished Budget Presentation Award
- Complete the City's FY18 annual financial audit with no audit adjustments

Conduct effective master planning to posture the City now and for the future

- Engage residents to participate in municipal planning
- Assist Council in considering options for implementing the proposed 2018 comprehensive plan (Town Plan)
- Complete assessment of city requirements for 2020 NW Military Highway MPO project

Provide planning, research, and support to City Staff and Council

- Continue to provide quality City presentations
- Enforce ordinances / policies consistently
- Continue work to complete the Hike and Bike trail north from Lockhill Selma to Salado Creek
- Review Contracts /Professional Services and request RFQs/RFPs as appropriate
- Maintain Tree City USA recognition
- Maintain Scenic City recognition
- Provide effective Staff planning and support to the four City Sponsored events
- Install a water softener and hot water heater to service the admin kitchen and bathrooms
- Participate in 2019 ChildSafe Cardboard Kids program to promote child abuse awareness in Bexar County

Maintain City IT infrastructure in coordination with IT contractor

- Improve the accessibility of City communications by growing digital presence
- Transition new City IT Managed Services Provider effectively with no disruption
- Implement improved backup system utilizing network backups, cloud backups and offline backups
- Analyze City endpoint security software and implement improved solutions
- Conduct Phishing Campaign Assessment through Department of Homeland Security
- Consider performing a Cyber Resilience Review through Department of Homeland Security
- Assistant to the City Manager and Public Works Director join FBI InfraGard
- Continue City participation in Multi-State Information Sharing & Analysis Center (MS-ISAC)
- Increase City internet bandwidth from 50MB to 100MB
- Engineer plans for replacement of City Fiber conduit under NW Military

Administration - 601

Major Budget Changes

Personnel Salary/Benefits:

No change in personnel. Council provided consensus guidance for a 3.5% raise and two grade change recommendations. The budget accounts for a 3% increase in the employee health benefits provided by the Texas Municipal League Intergovernmental Employee Benefits Pool, increasing the defined contribution of \$16 per employee/month from \$537 to \$553 per employee/month.

Services:

- 3012 Professional Services - Engineering for NW Military and Fiber Lines	\$	10,000
- 3013 Professional Services	\$	4,500
Drainage Study completed in prior year \$20,000 reduction		
- 3015 Professional Services - Legal, \$10,000 reduction	\$	50,000
- 3050 Liability Insurance, \$1,500 increase	\$	9,000
- 3090 Citizens Communication - Community Directory \$2,000	\$	8,040

Contractual:

- 4060 IT Services - rebidding service provider, strengthening security	\$	37,300
Increase of \$9,300		

Maintenance:

- 5030 Building Maintenance, \$13,500 reduction	\$	21,500
---	----	--------

Capital Outlay

- 8015 Non-Capital - Computer		
Server UPS	\$	500
Computer/Monitor if required	\$	1,000
- 8025 Non-Capital - Office Furniture and Equipment		
Server room storage	\$	200
- 8080 Capital - Improvements - City Hall Public Restrooms update	\$	20,000

Interfund Transfers- Capital Replacement (- 9010)	\$	52,078
--	-----------	---------------

Funds included in this line item are dollars being set aside for future capital replacement. Additional information and further break down can be located in the Capital Replacement Fund portion of the budget. Increase of \$8,663 from prior year's budget.

10 -GENERAL FUND
ADMINISTRATION

	(------ 2017-2018 -----) (------ 2018-2019 -----)							
EXPENDITURES	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
PERSONNEL								
601-1010 SALARIES	352,654	354,081	391,812	413,719	343,585	413,719	424,184	
601-1015 OVERTIME	58	0	0	1,000	0	0	1,000	
601-1020 MEDICARE	5,223	5,016	5,574	6,105	4,820	6,000	6,267	
601-1025 TWC (SUI)	397	1,013	67	1,242	1,134	1,134	1,242	
601-1030 HEALTH INSURANCE	21,152	23,625	27,404	32,221	29,267	32,221	33,180	
601-1031 HSA	4,175	200	222	222	202	222	222	
601-1033 DENTAL INSURANCE	1,913	2,144	2,529	2,448	2,363	2,448	2,716	
601-1035 VISION CARE INSURANCE	553	481	527	609	453	609	528	
601-1036 LIFE INSURANCE	385	425	478	477	432	477	477	
601-1037 WORKERS' COMP INSURANCE	1,185	954	1,056	1,178	868	1,178	1,242	
601-1040 TMRS RETIREMENT	49,123	49,527	54,698	57,711	43,595	57,711	60,286	
601-1070 SPECIAL ALLOWANCES	6,375	6,375	6,375	6,300	5,394	6,300	6,975	
TOTAL PERSONNEL	443,193	443,840	490,742	523,232	432,112	522,019	538,319	
SUPPLIES								
601-2020 GENERAL OFFICE SUPPLIES	6,042	6,505	6,991	7,000	6,565	7,000	7,000	
601-2025 BENEFITS CITYWIDE	4,200	3,450	1,613	3,000	1,811	3,000	3,000	
TUITION REIMBURSEMENT 5	600.00							3,000
601-2030 POSTAGE/METER RENTAL	11,891	10,551	12,372	12,000	7,461	12,000	12,000	
ROADRUNNER POSTAGE 0	0.00							6,600
POSTAGE METER 0	0.00							4,440
COURIER SERVICES 0	0.00							960
601-2035 EMPLOYEE APPRECIATION	511	1,888	1,284	2,500	716	2,500	2,500	
601-2050 PRINTING & COPYING	901	755	998	1,000	766	1,000	1,000	
601-2060 MED EXAMS/SCREENING/TESTING	574	213	787	2,750	1,147	1,521	2,750	
DRUG SCREENS/PHYS/BACK 0	0.00							750
EAP 0	0.00							2,000
601-2080 UNIFORMS	0	0	767	900	0	0	0	
TOTAL SUPPLIES	24,119	23,362	24,812	29,150	18,466	27,021	28,250	
SERVICES								
601-3010 ADVERTISING EXPENSE	3,940	6,694	6,709	5,000	2,648	4,000	5,000	
601-3012 PROF. SERVICES-ENGINEERS	0	0	0	0	2,519	2,519	10,000	
NW MILITARY 1	5,000.00							5,000
FIBER LINE PLANS 1	5,000.00							5,000
601-3013 PROFESSIONAL SERVICES	2,500	18,428	5,000	24,500	17,533	24,500	4,500	
SALARY SURVEY - YRLY MA 0	0.00							2,500
CONTINUING DISCLOSURE - 0	0.00							2,000
601-3015 PROF. SERVICES-LEGAL	127,491	66,350	34,501	60,000	21,828	30,000	50,000	
601-3016 CODIFICATION EXPENSE	5,023	4,264	4,726	3,600	3,585	3,585	2,500	
601-3020 ASSOCIATION DUES & PUBLICAT	3,100	3,879	3,949	4,000	2,642	4,000	4,000	
TCMA 0	0.00							275
GFOAT 0	0.00							300
GFOA 0	0.00							300
ICMA 0	0.00							920

10 -GENERAL FUND
ADMINISTRATION

		(----- 2017-2018 -----) (----- 2018-2019 -----)							
EXPENDITURES		2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
TMCA	0	0.00							100
TEXAS-COOP	0	0.00							100
ACT-TAX	0	0.00							300
TMHRA	0	0.00							150
OTHER DUES/PUBLICATIONS	0	0.00							1,555
601-3030 TRAINING/EDUCATION		6,845	4,462	4,449	7,000	4,434	6,000	5,500	
	0	0.00							5,500
TML CONFERENCE - 2	0	0.00							0
GFOAT FALL/SPRING CONFE	0	0.00							0
TMCA CONFERENCE	0	0.00							0
NUTS/BOLTS OF HR	0	0.00							0
FLSA SEMINAR	0	0.00							0
TCMA SPRING	0	0.00							0
VARIOUS DAY SEMINARS	0	0.00							0
601-3040 TRAVEL/MILEAGE/LODGING/PERD		3,495	6,360	4,738	5,000	5,902	5,964	5,000	
601-3050 LIABILITY INSURANCE		3,321	4,010	6,268	7,500	9,142	9,142	9,000	
601-3070 PROPERTY INSURANCE		0	0	0	0	0	0	0	
601-3075 BANK/CREDIT CARD FEES		3,943	6,284	6,958	6,000	3,846	4,400	5,000	
601-3080 SPECIAL SERVICES		779	0	0	0	0	0	0	
City of San Antonio-Lan	0	0.00							0
601-3085 WEBSITE TECHNOLGY		12,098	5,228	2,100	2,400	2,400	2,400	2,400	
ANNUAL MAINTENANCE	0	0.00							2,100
WEB PHOTOGRAPHY	0	0.00							300
601-3087 CITIZENS COMMUNICATION/EDUC		3,985	4,715	3,339	6,000	3,162	4,000	8,040	
VARIOUS PUBLIC MAILINGS	0	0.00							2,770
SURVEY MONKEY	0	0.00							270
DIRECTORY - CITY/BUSINE	0	0.00							2,000
PARKING STICKERS	0	0.00							0
FIESTA MEDALS	0	0.00							3,000
TOTAL SERVICES		176,519	130,674	82,737	131,000	79,640	100,510	110,940	
CONTRACTUAL									
601-4050 DOCUMENT STORAGE/ARCHIVES		4,724	3,323	4,663	5,000	3,358	4,000	4,000	
MONTHLY STORAGE	0	0.00							2,000
ARCHIVE SERVICES	0	0.00							2,000
601-4060 IT SERVICES		34,192	33,000	26,544	28,000	23,077	28,000	37,300	
IT - MONTHLY SERVICE	12	1,925.00							23,100
CONTRACT ONBOARDING	1	3,600.00							3,600
ANIT-VIRUS	0	0.00							0
CLOUD BACKUPS (2.5TB)	0	0.00							7,100
VARIOUS NON-CONTRACT	0	0.00							3,500
EMAIL SECURITY	0	0.00							0
FIREWALL LICENSE	0	0.00							0
601-4075 COMPUTER SOFTWARE/INCODE		12,662	15,436	13,654	13,330	12,607	12,607	12,699	
INCODE - GL	0	0.00							1,768
INCODE - GL IMPORT	0	0.00							180
INCODE - AP	0	0.00							1,263
INCODE - PAYROLL	0	0.00							2,140

10 -GENERAL FUND
ADMINISTRATION

			((----- 2017-2018 -----) (----- 2018-2019 -----))							
EXPENDITURES			2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
INCODE - CASH RECEIPTS			0	0.00						1,012
INCODE - ACUSERV			0	0.00						434
INCODE - BASIC NETWORK			0	0.00						1,212
INCODE - FIXED ASSETS			0	0.00						380
INCODE - POSITIVE PAY			0	0.00						460
OPEN GOV			0	0.00						3,000
ADOBE-CREATIVE-PHOTOSHOP			0	0.00						130
TYLER ONLINE			0	0.00						1,902
LESS ALLOCATED TO COURT			0	0.00					(1,182)
601-4083 AUDIT SERVICES			16,500	16,500	16,900	16,900	16,000	16,000	16,150	
601-4084 BEXAR COUNTY APPRAISAL DIST			14,898	14,335	14,668	15,447	12,203	15,447	15,847	
601-4085 BEXAR COUNTY TAX ASSESSOR			2,670	2,927	2,970	3,032	3,237	3,237	3,375	
601-4086 CONTRACT LABOR			3,755	23,751	(332)	14,300	14,316	14,316	0	
TOTAL CONTRACTUAL			89,401	109,270	79,066	96,009	84,798	93,607	89,371	
MAINTENANCE										
601-5005 EQUIPMENT LEASES			5,203	4,974	4,600	3,600	2,924	3,600	3,600	
MONTHLY COPY FEES - PER 0			0.00							3,600
601-5010 EQUIPMENT MAINT & REPAIR			0	0	100	500	0	150	500	
601-5015 ELECTRONIC EQPT MAINT			0	1,632	112	1,000	0	400	1,000	
601-5030 BUILDING MAINTENANCE			6,643	17,252	27,769	35,000	38,013	38,750	21,500	
SECURITY SYSTEM			0	0.00						480
PEST CONTROL			0	0.00						1,300
FIRE EXTINGUISHERS			0	0.00						1,400
SEPTIC MAINTENANCE			0	0.00						1,500
FLOOR MATS			0	0.00						1,716
VARIOUS MINOR REPAIRS			0	0.00						5,104
PAINTING			0	0.00						2,500
HOT WATER HEATER			1	2,500.00						2,500
WATER SOFTENER			1	5,000.00						5,000
TOTAL MAINTENANCE			11,846	23,858	32,581	40,100	40,937	42,900	26,600	
UTILITIES										
601-7042 UTILITIES - PHONE/CELL/VOIP			16,248	16,675	15,651	16,620	13,749	16,620	17,540	
LOGIX FIBER			0	0.00						15,800
TIME WARNER			0	0.00						1,740
TOTAL UTILITIES			16,248	16,675	15,651	16,620	13,749	16,620	17,540	
CAPITAL OUTLAY										
601-8010 NON-CAPITAL-ELECTRONIC EQUI			232	0	0	1,500	1,376	1,376	0	
601-8015 NON-CAPITAL-COMPUTER			5,822	323	1,475	6,334	5,881	6,334	1,500	
COMPUTER/MONITOR			0	0.00						1,000
SERVER UPS			1	500.00						500
601-8025 NON-CAPITAL-OFFICE FURNITUR			760	4,086	0	100	0	100	200	
SVR ROOM STORAGE			0	0.00						200
601-8045 CAPITAL - COMPUTER EQUIPMEN			0	13,500	0	0	0	0	0	
601-8080 CAPITAL - IMPROVEMENTS			0	0	7,684	65,719	37,939	52,800	20,000	
CH PUBLIC RESTROOMS			0	0.00						20,000
TOTAL CAPITAL OUTLAY			6,813	17,910	9,159	73,653	45,196	60,610	21,700	

10 -GENERAL FUND
ADMINISTRATION

EXPENDITURES	(------ 2017-2018 -----) (------ 2018-2019 -----)							
	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
INTERFUND TRANSFERS								
601-9010 TRANSFERS/CAPITAL REPLACEME	0	34,000	10,000	43,415	43,415	43,415	52,078	
CITY HALL AC UNITS	0	0.00						2,133
UPGRADE VARIOUS SERVERS	0	0.00						20,249
CITY HALL ROOF	0	0.00						13,046
WIN. 7 - END OF LIFE -	9	850.00						7,650
EMERGENCY BACKUP POWER	0	0.00						9,000
601-9018 TRANSFER TO OAK WILT	0	20,000	0	0	0	0	0	
601-9020 MUNICIPAL TRACT (TOWN PLAN)	11,033	0	0	0	0	0	0	
TOTAL INTERFUND TRANSFERS	11,033	54,000	10,000	43,415	43,415	43,415	52,078	
TOTAL ADMINISTRATION								
	779,172	819,588	744,748	953,179	758,313	906,702	884,798	

Municipal Court – 602



Mission Statement

The City of Shavano Park Municipal Court provides an independent forum for the fair and impartial administration of justice during the application and enforcement of the rules and laws of the United States, the State of Texas and the City of Shavano Park, in order to preserve the rule of law and to protect the rights and liberties guaranteed by the Constitution and laws of the United States and this State.

Goals:

- Preserve the rule of law and protect the rights and liberties guaranteed by the Constitution and laws of the United States and this State.
- A smoothly run Municipal Court, efficiently processing the Judge's standing orders in a timely manner
- Prompt and accurate processing of Class C misdemeanor charges and collections of fines
- Assist defendants during normal daily business hours by following the Judge's standing orders and giving correct information when requested
- Encourage and support Municipal Court staff with their professional advancement.

Objectives:

- Accurately process payments
- Attend 12 hours of continuing education to maintain Level II Court Clerk Certification
- Incorporate certification pay into the Court Clerk's compensation package for advanced training incentive and retention purposes
- Update Standard Operating Process Manual
- Implement a plan to harden the windows and the walls to increase security in the office

Major Budget Changes**Personnel Salary/Benefits**

No change in personnel. Council provided consensus guidance for 3.5% raise and \$1,200 incentive pay for Municipal Court Clerk II. The Court Clerk does not participate in the City provided medical, dental or vision insurance programs.

No significant changes have been made to the day to day operations.

Capital Outlay

- 8010 - Non-capital - electronic equipment	\$	-
Metal detector purchased in prior year, \$4,736 reduction		
- 8025 - Non-capital - Office Furniture, new chair	\$	190

10 -GENERAL FUND
COURT

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
PERSONNEL								
602-1010 SALARIES	35,276	36,545	43,111	44,364	37,488	44,364	45,917	
602-1015 OVERTIME	468	0	0	1,000	0	0	1,000	
602-1020 MEDICARE	516	530	625	658	544	643	698	
602-1025 TWC (SUI)	9	171	9	207	162	162	207	
602-1030 HEALTH INSURANCE	27	0	0	0	0	0	0	
602-1035 VISION CARE INSURANCE	111	7	0	122	0	0	0	
602-1036 LIFE INSURANCE	60	76	80	80	73	80	80	
602-1037 WORKERS' COMP INSURANCE	116	97	114	127	93	127	139	
602-1040 TMRS RETIREMENT	4,923	5,021	5,923	6,233	4,682	6,233	6,713	
602-1070 SPECIAL ALLOWANCES	0	0	0	0	0	0	1,200	
TOTAL PERSONNEL	41,505	42,447	49,862	52,791	43,041	51,609	55,954	
SUPPLIES								
602-2020 OFFICE SUPPLIES	553	580	600	700	459	620	600	
602-2050 PRINTING & COPYING	982	1,065	1,075	1,200	801	1,100	1,000	
TOTAL SUPPLIES	1,536	1,645	1,675	1,900	1,261	1,720	1,600	
SERVICES								
602-3015 JUDGE/PROSECUTOR	15,600	14,400	15,600	16,800	13,000	15,600	16,800	
JUDGE 0	0.00						7,800	
PROSECUTOR 0	0.00						7,800	
ADDITIONAL 0	0.00						1,200	
602-3020 ASSOCIATION DUES & PUBS	96	246	96	200	349	349	200	
T.M.C.A. 0	0.00						200	
602-3030 TRAINING/EDUCATION	250	131	550	800	770	770	1,000	
0	0.00						1,000	
TMCEC 0	0.00						0	
LEGISLATIVE UPDATE 0	0.00						0	
COURT CASE MANAGMENT 0	0.00						0	
REGIONAL CLERKS SEMINAR 0	0.00						0	
602-3040 TRAVEL/MILEAGE/LODGING/PERD	131	666	1,050	800	912	912	1,000	
602-3050 LIABILITY INSURANCE	73	80	84	80	98	98	100	
602-3070 PROPERTY INSURANCE	36	40	42	40	49	49	50	
602-3075 BANK/CREDIT CARD FEES	2,409	2,912	1,464	2,900	1,117	1,390	2,000	
TOTAL SERVICES	18,595	18,475	18,885	21,620	16,294	19,168	21,150	
CONTRACTUAL								
602-4075 COMPUTER SOFTWARE/INCODE	3,938	3,770	4,013	4,128	4,128	4,128	4,325	
INCODE - COURT 0	0.00						2,020	
INCODE - TICKET INTERFA 0	0.00						1,122	
INCODE - GL/CASH 0	0.00						1,183	
TOTAL CONTRACTUAL	3,938	3,770	4,013	4,128	4,128	4,128	4,325	

CITY OF SHAVANO PARK
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2018

10 -GENERAL FUND
COURT

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
UTILITIES								
602-7042 UTILITIES - PHONE/CELL/VOIP	1,038	929	1,069	1,020	866	1,020	1,020	
TOTAL UTILITIES	1,038	929	1,069	1,020	866	1,020	1,020	
CAPITAL OUTLAY								
602-8010 NON CAPITAL-ELECTRONIC EQUI	0	0	0	4,736	4,736	4,736	0	
602-8015 NON-CAPITAL-COMPUTER	735	169	0	1,500	1,401	1,401	0	
602-8025 NON-CAPITAL - OFFICE FURNIT	0	0	0	0	0	0	190	
DESK CHAIR - COURT CLER 1	190.00							190
TOTAL CAPITAL OUTLAY	735	169	0	6,236	6,137	6,137	190	
TOTAL COURT	67,346	67,435	75,504	87,695	71,728	83,782	84,239	

Public Works Department – 603

Mission Statement

The Shavano Park Public Works Department conducts master planning and continuously provides essential public infrastructure services in a prompt, courteous, safe, efficient, and cost-effective manner to the citizens and business owners of Shavano Park in order to meet current and long-term infrastructure services.

Goals:

- Maintain all facilities grounds and public Right of Way (R.O.W.)
- Maintain excellent transportation infrastructure (streets repairs and transportation maintenance)
- Maintain excellent building facilities and work for energy efficiency
- Improve employee proficiency to include educational training and development opportunities
- Mitigate storm water runoff (improve drainage culverts and infrastructure)
- Maintain strategic partnerships with governmental agencies, and consulting organizations to leverage resources essential to improving quality of service, and efficiency
- Provide excellent municipal services while anticipating future requirements

Objectives:

Maintain all facilities grounds and public Right of Way (R.O.W.)

- Implement a tree maintenance program around City Hall, the triangle, islands (zero scape and trim trees), and 200 – 400 blocks of Cliffside properties.
- Continue to provide ground maintenance for the City Hall building, municipal tract, garden areas and islands throughout Shavano Park as well as maintain the integrity of the monuments throughout the City.
- Consider options for landscaping around the NW Military Highway and DeZavala monuments
- Provide ground maintenance for trails within the City.

Maintain excellent transportation infrastructure (streets repairs and transportation maintenance)

- Implement asphalt preservation applications beginning on the east side of NW Military from Loop 1604 to De Zavala (including DeZavala). Applications include crack seal and fog seal to assist in maintaining pavement conditions within the City
- Provide a full street evaluation and propose a 5 to 10 year street maintenance program and consider future improvements.
- Partner with TxDOT to provide a clean right of way (ROW) along NW Military Hwy, an improved State highway and safer traffic flow
- Initiate a Pothole repair program
- Assess city infrastructure associated with the widening of NW Military and funding sources

Maintain excellent building facilities and work for energy efficiency

- Continue to investigate energy efficient ideas to help ensure City facilities are energy efficient
- Clean City Hall floor surfaces yearly
- Replace additional HVAC units for City Hall as required – (Original Equipment 2001)
- Reconfigure Public Works yard install motorized gate and security fence

- Extend building in yard for new equipment/trucks
- Purchase a fuel tank to maintain emergency fuel capacity
- Consider and coordinate for installation of a larger septic tank at City Hall (2020)
- Install a new roof for City Hall

Improve employee proficiency to include educational training and development opportunities.

- Provide effective safety and occupational training opportunities to prevent lost time
- Maintain a zero (0) lost time accident rate
- Improve the preventative maintenance program for Public Works equipment to include daily, weekly and monthly checks
- Improve work order communication and efficiency with field staff

Mitigate storm water runoff (improve drainage culverts and infrastructure)

- Coordinate with City Engineer on drainage projects from KFW's study (2017)
- Conduct brush clearing projects as needed and within capability to improve storm water drainage.
- Storm Drainage – Develop a plan and initiate the cleaning of existing culverts and bridge crossings
- Complete Drainage plan culverts at Fawn Drive and Chimney Rock
- Assess, make recommendations on phase II Drainage plan culverts and complete improvements based upon assessment for Windmill and Bent Oak
- Assess the implementation of the previously approved prioritized plan to address City drainage issues; revise the plan and implement as it is feasible

Maintain strategic partnerships with governmental agencies, and consulting organizations to leverage resources essential to improving quality of service, and efficiency

- Provide assistance to CPS / AT&T during the utility pole replacement during 2018/2019
- Provide locates in a timely manner to ensure less risk of utilities being damaged
- Coordinate with TxDOT the utilities that will need relocated along NW Military prior to the MPO project start (Fall 2020)
- Coordinate as required with other service providers (City Public Service, San Antonio Water System, Bexar County, Cable providers, etc.)
- Continue to coordinate with AT&T and other providers on fiber / cable installation

Provide excellent municipal services while anticipating future requirements

- Respond in a prompt manner to earn the trust of residents
- Refine and improve the capital equipment schedule
- Assess Public Works requirements vs. resources for consideration of organizational structure / manning change or increased contracting arrangements for presentation to City Manager / Council
- Purchase new skid steer
- Purchase a mini-excavator using excess funds and other from skid steer
- Purchase a crew cab truck
- Purchase a landscape trailer

Public Works - 603

Major Budget Changes

Personnel Salary/Benefits

No change in personnel. Council provided consensus guidance for 3.5% raise and the grade change recommendation to Public Works Director and Public Works/Water Superintendent. The budget accounts for a 3% increase in our employee health benefits provided by the Texas Municipal League Intergovernmental Employee Benefits Pool, which increases the defined contribution of \$16 per employee/month from \$537 to \$553 per employee/month.

Services

- 3012 Professional Services - Engineering		
Drainage - Various (Decreased \$16,000 from prior year)	\$	10,000
- 3013 Professional Services		
Tree Services - Municipal Properties	\$	10,000
City Hall/Monument Landscaping	\$	20,000
Landscape maintenance at City Hall	\$	5,000
Janitorial Services @ City Hall	\$	8,200
City Hall -Carpet and Tile Cleaning	\$	2,300

Maintenance

- 5030 Building Maintenance	\$	10,000
Overall reduction in equipment and vehicle maintenance and repairs		

Dept. Materials - Services

- 6080 Street Maintenance	\$	35,000
---------------------------	----	--------

Utilities	\$	80,900
------------------	----	--------

Planned reduction as LED lights are being incorporated

Capital Outlay

- 8015 Non-Capital Computer		
Computer	\$	400
- 8020 Non-Maintenance Equipment		
Fuel tank, landscape trailer	\$	8,723
- 8081 Capital - Buildings		
Motorized gate/fence	\$	15,000
Equipment - covered parking	\$	10,000

Purchases funded via Capital Replacement Fund are recorded in that fund

Interfund Transfers- Capital Replacement (- 9010)	\$	47,572
--	----	--------

Funds included in this line item are dollars being setting aside for future capital replacement. Additional information and further break downs can be located in the Capital Replacement Fund portion of the budget.

10 -GENERAL FUND
PUBLIC WORKS

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
PERSONNEL								
603-1010 SALARIES	144,557	140,799	149,572	183,482	143,165	173,000	191,706	
603-1015 OVERTIME	3,151	4,099	3,240	4,000	1,123	3,000	4,000	
603-1020 MEDICARE	2,161	2,122	2,222	3,099	2,123	2,550	3,290	
603-1025 TWC (SUI)	36	693	36	828	817	817	828	
603-1030 HEALTH INSURANCE	11,584	18,420	18,903	25,776	21,935	25,776	26,544	
603-1031 HSA	3,157	131	132	178	130	178	178	
603-1033 DENTAL INSURANCE	973	1,139	1,273	1,480	1,247	1,480	1,536	
603-1035 VISION CARE INSURANCE	304	295	302	365	296	365	365	
603-1036 LIFE INSURANCE	266	266	277	318	271	318	318	
603-1037 WORKERS' COMP INSURANCE	5,203	4,416	5,136	7,559	4,420	7,559	8,240	
603-1040 TMRS RETIREMENT	20,915	20,756	21,684	29,364	18,704	24,150	31,644	
603-1070 SPECIAL ALLOWANCES	4,066	3,750	6,508	7,200	6,197	7,200	7,200	
TOTAL PERSONNEL	196,372	196,885	209,286	263,649	200,428	246,393	275,849	
SUPPLIES								
603-2020 OFFICE SUPPLIES	122	497	467	1,000	1,215	1,350	1,000	
603-2040 OTHER SUPPLIES	282	0	0	0	0	0	0	
603-2050 PRINTING & COPYING	0	40	73	150	0	150	150	
603-2060 MEDICAL EXAMS/SCREENING/TES	0	146	225	175	164	175	175	
603-2070 JANITORIAL SUPPLIES	2,767	2,775	2,518	2,000	1,791	2,000	2,000	
603-2080 UNIFORMS	756	371	685	900	525	900	1,500	
603-2090 SMALL TOOLS	280	1,391	2,340	3,000	2,114	3,000	3,000	
603-2091 SAFETY GEAR	478	1,192	889	1,400	1,285	1,400	1,400	
TOTAL SUPPLIES	4,686	6,411	7,198	8,625	7,095	8,975	9,225	
SERVICES								
603-3012 PROFESSIONAL - ENGINEERING	7,855	0	30,975	26,000	20,600	20,600	10,000	
ENGINEERING - GENERAL 0	0.00						10,000	
603-3013 PROFESSIONAL SERVICES	0	42,553	18,808	19,500	14,132	19,500	45,500	
TREE SERVICE/MUNICIPAL P 0	0.00						10,000	
LANDSCAPE MAINT @ CITY 0	0.00						5,000	
JANITORIAL SERVICES-CIT 0	0.00						8,200	
CTIY HALL - CARPET-TILE 0	0.00						2,300	
CH/MONUMENT LANDSCAPING 4	5,000.00						20,000	
603-3020 ASSOCIATION DUES & PUBS	0	0	100	195	0	195	195	
603-3030 TRAINING/EDUCATION	0	824	229	250	455	455	300	
603-3040 TRAVEL/MILEAGE/LODGING/PERD	40	0	0	250	30	250	250	
603-3050 LIABILITY INSURANCE	2,452	2,702	2,836	2,836	3,457	3,457	3,630	
603-3060 UNIFORM SERVICE	1,396	1,469	1,887	1,500	775	1,500	1,500	
603-3070 PROPERTY INSURANCE	1,210	1,333	1,399	1,399	1,705	1,706	1,800	
TOTAL SERVICES	12,953	48,881	56,234	51,930	41,154	47,663	63,175	

10 -GENERAL FUND
PUBLIC WORKS

	((------ 2017-2018 -----)) (----- 2018-2019 -----)							
EXPENDITURES	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
CONTRACTUAL								
603-4086 CONTRACT LABOR	0	9,746	0	0	0	0	0	
TOTAL CONTRACTUAL	0	9,746	0	0	0	0	0	
MAINTENANCE								
603-5005 EQUIPMENT LEASES	456	1,015	1,429	3,000	3,467	3,467	3,000	
603-5010 EQUIPMENT MAINT & REPAIR	5,478	9,347	15,534	15,500	11,555	15,500	12,000	
603-5015 ELECTRONIC EQPT MAINT	0	0	316	0	0	0	0	
603-5020 VEHICLE MAINTENANCE	2,091	6,998	13,511	15,500	1,835	6,000	8,000	
603-5030 BUILDING MAINTENANCE	7,334	11,155	9,398	10,000	6,470	8,750	10,000	
SECURITY SYSTEM 0	0.00							1,000
JANITORIAL SUPPLIES-MAT 0	0.00							1,000
VARIOUS 0	0.00							8,000
603-5060 VEHICLE & EQPT FUELS	5,312	2,610	3,581	4,000	4,383	5,800	5,000	
TOTAL MAINTENANCE	20,671	31,124	43,769	48,000	27,711	39,517	38,000	
DEPT MATERIALS-SERVICES								
603-6011 CHEMICALS	392	927	295	1,000	567	1,000	1,000	
603-6055 FIRE HYDRANTS	0	0	0	2,000	0	1,500	0	
RISER REPAIRS ~ 6 HYDRA 0	0.00							0
603-6080 STREET MAINTENANCE	32,870	14,751	40,645	35,000	14,423	25,000	35,000	
603-6081 SIGN MAINTENANCE	1,074	2,859	9,279	3,000	2,438	3,000	2,000	
GENERAL SIGN MAINTENANC 0	0.00							2,000
SHAVANO CREEK - SIGNS 0	0.00							0
603-6085 STRIPING - BIKE LANES	7,800	0	0	0	0	0	0	
TOTAL DEPT MATERIALS-SERVICES	42,136	18,538	50,219	41,000	17,428	30,500	38,000	
UTILITIES								
603-7040 UTILITIES - ELECTRIC	38,227	37,734	37,847	44,000	32,380	40,000	40,000	
603-7041 UTILITIES - GAS	2,106	1,146	1,025	2,000	1,297	1,350	1,800	
603-7042 UTILITIES - PHONE	1,034	0	934	300	369	500	500	
603-7044 UTILITIES - WATER	8,558	9,808	11,287	7,200	10,074	12,900	8,600	
603-7045 STREET LIGHTS	34,455	34,655	35,163	34,000	29,390	32,000	30,000	
TOTAL UTILITIES	84,381	83,342	86,256	87,500	73,511	86,750	80,900	
CAPITAL OUTLAY								
603-8005 OFFICE FURNITURE	0	0	0	0	0	0	300	
603-8010 NON-CAPITAL-ELECTRONIC EQUI	0	0	6,209	0	0	0	0	
603-8015 NON-CAPITAL-COMPUTER	514	0	1,288	1,000	579	1,000	400	
COMPUTER/MONITOR 1	400.00							400
603-8020 NON-CAPITAL-MAINTENANCE EQU	0	0	2,497	4,000	2,452	4,000	8,723	
FUEL TANK 0	0.00							4,000
LANDSCAPE TRAILER 0	0.00							4,723
603-8060 CAPITAL - EQUIPMENT	0	33,599	137,362	62,500	61,889	61,889	0	
ZERO TURN MOWER 0	0.00							0
CRACK SEAL TRAILER MOUN 0	0.00							0
603-8080 CAPITAL IMPROVEMENT PROJECT	0	0	0	0	765	818	0	

CITY OF SHAVANO PARK
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2018

10 -GENERAL FUND
PUBLIC WORKS

EXPENDITURES	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	(----- 2017-2018 -----)		(----- 2018-2019 -----)		PROPOSED BUDGET
				CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	
603-8081 CAPITAL - BUILDINGS	84,626	0	10,813	0	0	0	25,000	
MOTORIZED GATE/FENCE 0	0.00						15,000	
EQUIPMENT COVERED PARKI 0	0.00						10,000	
TOTAL CAPITAL OUTLAY	85,140	33,599	158,168	67,500	65,685	67,707	34,423	
INTERFUND TRANSFERS								
603-9010 TRF TO CAPITAL REPLACEMENT	256,600	1,090,972	41,479	163,877	104,437	104,437	47,572	
EMERGENCY BACKUP POWER 0	0.00						12,500	
FUTURE EQUIPMENT REPLAC 0	0.00						30,072	
DRAINAGE DEVELOPMENT 0	0.00						5,000	
TOTAL INTERFUND TRANSFERS	256,600	1,090,972	41,479	163,877	104,437	104,437	47,572	
TOTAL PUBLIC WORKS	702,938	1,519,497	652,609	732,081	537,448	631,942	587,144	

Fire Department - 604



Mission Statement

The City of Shavano Park Fire Department continuously works to prevent and suppresses fires, educates and rescues citizens, provides emergency medical services, promote public safety and foster community relations to the residences and businesses within Shavano Park in order to provide first-class protection to our citizens, business owners and visitors.

Goals:

- Develop an organization to effectively administer and manage the resources of the Fire Department
- Develop a system for minimizing the impact of disaster and other emergencies on life and property
- Provide an effective Emergency Medical Service system
- Provide an effective Fire Suppression and Prevention Program

Objectives:

- Effectively communicate the Department's mission and vision to employees, partners and stakeholders
- Recognize and scale to changing budgetary, fiscal, and regulatory conditions
- Seek to improve operational efficiency and effectiveness by shaping, enhancing, and adapting to changing circumstances
- Seek to maintain / improve our current ISO rating of 2
- Cultivate and strengthen relationships with stakeholders, governing bodies, and our customers
- Foster a culture that emphasizes and enhances employee health and safety
- Promote a highly motivated and well-trained workforce
- Strive to complete the Texas Best Practice program
- Strive to maintain an average response time under 4 minutes
- Begin the planning for the replacement of Engine 139B
- Purchase new self-contained breathing apparatus to replace expiring existing units
- Investigate options for a long-term cancer screening plan for fire fighters
- Increase minimum staff to include two Paramedics on-duty at all times
- Initiate a training program to certify all existing fire fighters as aerial apparatus operators
- Increase the minimum training requirements for shift fire officers
- Reorganize the rank structure to include Battalion Chiefs for improved ISO credit
- Develop a plan to house female firefighter for future hiring possibilities

FIRE DEPARTMENT - 604

Major Budget Changes

Personnel Salary/Benefits

No change in personnel. Council provided consensus guidance for a 3.5% raise recommendation and pay grade increase for the Fire Chief. The budget accounts for a 3% increase in our employee health benefits provided by the Texas Municipal League Intergovernmental Employee Benefits Pool, which increases the defined contribution by \$16 per employee/month from \$537 to \$553 per employee/month.

No significant changes have been made to the day to day operations.

Capital Outlay

- 8015 Non-capital - computer equipment		
Computer/monitor	\$	500
Planned SCBA purchase is funded out of Capital Replacement and is recorded in that fund.	\$	135,000

Interfund Transfers - Capital Replacement (- 9010)	\$	136,106
---	----	---------

Funds included in this line item are dollars being setting aside for future capital replacement. Additional information and further break downs are located within the budget document in the Capital Replacement Fund.

10 -GENERAL FUND
FIRE DEPARTMENT

	((----- 2017-2018 -----)) ((----- 2018-2019 -----))							
EXPENDITURES	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
PERSONNEL								
604-1010 SALARIES	809,612	833,099	996,280	1,069,162	836,558	1,054,162	1,072,232	
604-1015 OVERTIME	18,217	16,695	26,090	25,000	37,626	41,000	35,000	
604-1020 MEDICARE	11,643	11,935	14,517	16,091	12,489	15,894	16,297	
604-1025 TWC (SUI)	228	3,158	155	3,519	2,836	2,925	3,519	
604-1030 HEALTH INSURANCE	64,680	89,550	86,242	109,489	96,886	109,489	112,812	
604-1031 HSA	17,713	651	662	755	542	755	755	
604-1033 DENTAL INSURANCE	5,166	6,143	6,719	6,908	5,751	6,908	6,543	
604-1035 VISION CARE INSURANCE	1,446	1,591	1,616	1,623	1,379	1,623	1,542	
604-1036 LIFE INSURANCE	985	1,285	1,320	1,351	1,192	1,351	1,353	
604-1037 WORKERS' COMP INSURANCE	19,382	16,186	19,647	22,490	17,421	22,490	25,602	
604-1040 TMRS RETIREMENT	116,883	115,383	141,721	152,741	110,914	152,741	156,781	
604-1070 SPECIAL ALLOWANCES	2,914	2,808	9,077	12,700	14,491	15,000	14,400	
TOTAL PERSONNEL	1,068,870	1,098,486	1,304,044	1,421,829	1,138,087	1,424,338	1,446,836	
SUPPLIES								
604-2020 OFFICE SUPPLIES	1,808	1,563	1,836	1,500	1,019	1,500	1,500	
604-2060 MEDICAL EXAMS/SCREENING/TES	2,635	638	1,339	2,000	619	1,200	2,000	
DRUG TESTING 0	0.00							400
HEALTH SCREENING 0	0.00							800
IMMUNIZATIONS 0	0.00							500
FIRE FIGHTER CANDIDATE 0	0.00							300
604-2070 JANITORIAL SUPPLIES	2,197	2,352	2,018	2,500	2,668	2,800	2,500	
604-2080 UNIFORMS & ACCESSORIES	7,430	6,508	6,832	7,000	4,648	7,000	7,000	
UNIFORMS - (17) FIRE FI 0	0.00							7,000
TOTAL SUPPLIES	14,069	11,062	12,025	13,000	8,953	12,500	13,000	
SERVICES								
604-3017 PROFESSIONAL - MEDICAL DIRE	4,200	4,200	4,500	5,900	4,005	5,000	5,900	
MEDICAL DIRECTOR 12	400.00							4,800
OTHER PROF. SERV. 0	0.00							300
EMERGENCY MANAGEMENT PL 0	0.00							800
604-3020 ASSOCIATION DUES & PUBS	4,480	5,435	6,169	6,820	4,431	6,820	8,420	
TCFP DUES & CERT FEES 0	0.00							4,045
STRAC DUES 0	0.00							200
ICC CODE BOOK UPDATE 0	0.00							200
NATIONAL FIRE CODE UPDA 0	0.00							1,300
TX AMBULANCE ASSOC. 0	0.00							250
TDSHS RECERT FEES & CE 0	0.00							1,150
NFPA MEMBERSHIP 0	0.00							150
ALAMO AREA FIRE CHIEFS 0	0.00							25
TX FIRE CHIEFS/BEST PRA 0	0.00							500
UT/UNIV. HOSPITAL INF C 0	0.00							600
604-3030 TRAINING/EDUCATION	2,504	5,905	7,415	9,040	6,316	9,040	9,040	
CE SOLUTIONS - EMS 0	0.00							2,040
CE - FIRE FIGHTERS 0	0.00							2,500

10 -GENERAL FUND
FIRE DEPARTMENT

		((----- 2017-2018 -----) (----- 2018-2019 -----))							
EXPENDITURES		2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
SPECIAL TRAINING		0	0.00						2,000
FIRERMS & EPCR TESTING		0	0.00						2,500
604-3040 TRAVEL/MILEAGE/LODGING/PERD		200	1,686	2,272	3,000	3,339	3,400	4,000	
TRAVEL-MILEAGE-LODGING		0	0.00						3,500
FOOD FOR TRAINING/MEETI		0	0.00						500
604-3050 LIABILITY INSURANCE		11,995	13,218	13,873	13,873	16,910	16,910	18,100	
604-3070 PROPERTY INSURANCE		5,965	6,573	6,899	6,899	8,409	8,409	9,000	
604-3080 SPECIAL SERVICES		1,250	2,227	1,727	2,710	2,710	2,710	4,160	
EMS BILLING SOFTWARE		0	0.00						3,200
ELECTRONIC CLAIMS SERVI		12	80.00						960
604-3090 COMMUNICATIONS SERVICES		3,654	3,800	4,126	4,668	3,594	4,668	4,668	
DATA CARDS-MDTS		12	264.00						3,168
AT&T PHONE SERVICE		12	105.00						1,260
AT&T MDT SERVICE		12	20.00						240
TOTAL SERVICES		34,246	43,043	46,980	52,910	49,712	56,957	63,288	
CONTRACTUAL									
604-4045 RADIO ACCESS FEES - COSA		4,968	5,832	5,832	7,000	5,832	6,000	6,000	
COSA/HARRIS RADIO		0	0.00						6,000
HARRIS RADIO MAINT.		0	0.00						0
604-4075 COMPUTER SOFTWARE/MAINTENAN		2,439	220	0	0	216	216	500	
		0	0.00						500
TOTAL CONTRACTUAL		7,407	6,052	5,832	7,000	6,048	6,216	6,500	
MAINTENANCE									
604-5010 EQUIPMENT MAINT & REPAIR		4,152	4,446	4,331	6,000	2,677	5,000	4,500	
FIRE EQUIPMENT		0	0.00						3,000
EMS		0	0.00						750
VARIOUS EQUIPMENT		0	0.00						750
604-5020 VEHICLE MAINTENANCE		11,637	20,558	20,453	18,920	14,395	18,000	20,000	
FIRE ENGINES		2	6,000.00						12,000
EMS UNITS		2	2,500.00						5,000
BRUSH, SUPPORT, CHIEF T		3	1,000.00						3,000
604-5030 BUILDING MAINTENANCE		9,589	10,175	8,078	7,000	4,384	6,000	7,000	
FIRE STATION		0	0.00						5,500
LIVING QUARTERS		0	0.00						1,500
604-5060 VEHICLE & EQPT FUELS		11,783	7,839	9,206	9,000	8,957	11,500	10,000	
TOTAL MAINTENANCE		37,161	43,019	42,068	40,920	30,413	40,500	41,500	
DEPT MATERIALS-SERVICES									
604-6015 ELECTRONIC EQPT MAINT		9,323	5,978	5,015	9,000	9,717	9,800	7,000	
STRAC TABLET EPCR USER		2	800.00						1,600
RADIO TOWER MAINTENANCE		0	0.00						300
MDT MAINTENANCE		0	0.00						1,500
ZOLL CARDIAC MONITOR CA		2	500.00						1,000
GAS MONITORING		0	0.00						400
MISC VARIOUS EQUIPMENT		0	0.00						2,200
604-6030 INVESTIGATIVE SUPPLIES/PROC		179	120	968	1,500	0	1,500	1,500	

10 -GENERAL FUND
FIRE DEPARTMENT

		(----- 2017-2018 -----) (----- 2018-2019 -----)							
EXPENDITURES		2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
604-6040 EMS SUPPLIES		19,025	20,998	21,120	26,219	15,002	26,219	23,000	
EMS OXYGEN		12	120.00						1,440
DISPOSABLE MEDICAL SUPP		0	0.00						13,500
MEDICATIONS		0	0.00						6,660
BIO HAZARD WASTE DISPOS		0	0.00						1,400
604-6045 FIRE FIGHTING EQPT SUPPLIES		13,817	14,887	5,548	14,000	3,408	12,000	12,000	
FIRE HOSE REPLACEMENT		1	4,000.00						4,000
SMALL EQUIPMENT REPLACE		1	2,500.00						2,500
FIRE NOZZLE REPLACEMENT		1	2,500.00						2,500
CLASS A & B FOAM		0	0.00						1,000
VARIOUS SUPPLIES		0	0.00						2,000
604-6060 PPE MAINTENENCE		14,555	15,572	14,191	14,100	9,244	13,500	14,100	
GEAR REPLACEMENT		5	2,000.00						10,000
NEW GEAR		0	0.00						2,000
REPAIRS		0	0.00						1,000
AIR QUALITY TESTING		0	0.00						500
MISC. PPE		0	0.00						600
TOTAL DEPT MATERIALS-SERVICES		56,899	57,556	46,842	64,819	37,370	63,019	57,600	
UTILITIES									
604-7044 UTILITIES - WATER		1,778	1,744	1,629	2,000	1,134	1,600	1,600	
TOTAL UTILITIES		1,778	1,744	1,629	2,000	1,134	1,600	1,600	
CAPITAL OUTLAY									
604-8010 NON-CAPITAL-ELECTRONIC EQUI		238	18,006	17,043	17,854	15,790	17,854	0	
MOBILE DATA TERMINALS		0	3,334.00						0
604-8012 NON-CAPITAL-FIRE ARMS/TASER		0	0	0	760	797	797	0	
TASER - 5 YR PROGRAM (Y		0	625.00						0
604-8015 NON-CAPITAL-COMPUTER EQUIPM		440	8,168	394	500	0	500	500	
COMPUTER/MONITOR		0	0.00						500
604-8020 NON-CAPITAL MAINTENANCE EQP		0	0	156	4,000	0	3,000	0	
TOOLS & EQUIPMENT		0	0.00						0
604-8025 NON CAPITAL-OFFICE FURN/EQU		0	0	648	500	269	500	0	
604-8035 FIRE FIGHTING EQPT PURCH		0	0	1,273	0	0	0	0	
604-8040 CAPITAL - PPE EQUIPMENT		0	0	0	0	0	0	0	
SCBA REPLACEMENT		0	135,800.00						0
604-8050 CAPITAL - VEHICLE		0	0	179,939	187,126	25,322	180,000	0	
AMBULANCE		0	180,000.00						0
604-8060 CAPITAL - EQUIPMENT		0	0	50,828	30,874	16,874	38,000	0	
604-8080 CAPITAL - IMPROVEMENT		0	0	8,065	0	0	0	0	
604-8081 CAPITAL - BUILDINGS		0	13,727	0	0	0	0	0	
TOTAL CAPITAL OUTLAY		678	39,902	258,347	241,614	59,052	240,651	500	

10 -GENERAL FUND
FIRE DEPARTMENT

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
INTERFUND TRANSFERS								
604-9000 GRANT EXPENDITURES	6,187	5,457	7,054	17,000	7,058	8,000	17,000	
STRAC GRANT - EMS 0	0.00							7,000
TEXAS FOREST SERVICE 0	0.00							10,000
604-9010 TRF TO CAPITAL REPLACEMENT	94,806	780,514	199,553	422,343	422,343	422,343	136,106	
EQUIPMENT REPLACEMENT 0	0.00							126,106
EMERGENCY BACKUP POWER 0	0.00							10,000
TOTAL INTERFUND TRANSFERS	100,993	785,971	206,607	439,343	429,401	430,343	153,106	
TOTAL FIRE DEPARTMENT	1,322,102	2,086,834	1,924,374	2,283,435	1,760,171	2,276,124	1,783,930	

Police Department - 605



Mission Statement

The City of Shavano Park Police Department provides for the safety and security of the citizens and visitors of Shavano Park through the implementation of 24-hour proactive and customer-based policing across the City of Shavano Park jurisdiction in order that citizens, business owners and visitors may enjoy the peace and tranquility that the City offers.

Goals:

- Effectively conduct Community-Oriented Policing to provide safety and security of the citizens and visitors of Shavano Park
- Provide proactive enforcement of traffic code, criminal statutes, and city ordinances
- Increase safety of citizens and officers through technology and training
- Reduce potential legal liabilities for City and employees by having a trained and prepared police force
- Publish and execute an annual training plan to increase professional development of employees, improve job performance, and mitigate safety hazards

Objectives:

- Reduce crime rates across the City
- Maintain average police response times to less than 4 minutes
- Continue to assess manning needs for Police Department
- Purchase one replacement computer for Chief office
- Replace MDTs in units 509, 511, 512 and 514
- Replace one vehicle RADAR unit in fleet vehicles, bringing equipment in line with new fleet standards
- Replace issued duty handguns through upgrade program
- Add one night vision vehicle unit to current fleet
- Add one hand held night vision unit
- Continue providing staff quality in-service and outside training opportunities
- Continue to seek positive methods for enhancing Community Policing
- Improve citizen/officer interaction through increasing public contact by use of various social media and web opportunities
- Assess emerging technology for officer safety and efficiency
- Publish monthly crime update
- Update 5 year historical crime assessment
- Continue to pursue grant opportunities

Police Department - 605

Major Budget Changes

Personnel Salary/Benefits

No change in personnel. Council provided consensus guidance for the 3.5% raise recommendation and the grade change for the Chief of Police. The budget accounts for a 3% increase in our employee health benefits provided by the Texas Municipal League Intergovernmental Employee Benefits Pool, which increases the defined contribution by \$16 per employee/month from \$537 to \$553 per employee/month.

A portion of Salaries, Medicare, and TMRS are being supplemented from the Court Restricted Fund (Security) to cover the manpower needed during the monthly Municipal Court sessions, estimated at three hours per officer for three officers per session.

No significant changes have been made to the day to day operations.

Capital Outlay

As the Police Department capital outlay expenditures are financed via the Crime Control District, those items are being budgeted in that fund.

Interfund Transfers

- 9000 Grant expenditures - includes interview room recording system	\$	15,000
Funded if grant is approved		

10 -GENERAL FUND
POLICE DEPARTMENT

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
PERSONNEL								
605-1010 SALARIES	727,572	780,492	959,239	1,075,322	904,778	1,075,322	1,110,817	
605-1015 OVERTIME	1,225	6,643	9,874	12,000	11,630	13,500	16,000	
605-1020 MEDICARE	10,523	11,330	14,001	16,167	13,281	16,167	16,930	
605-1025 TWC (SUI)	293	3,081	351	3,933	3,078	3,078	3,933	
605-1030 HEALTH INSURANCE	59,455	90,675	88,000	122,437	112,023	122,437	126,084	
605-1031 HSA	16,875	699	726	844	733	844	844	
605-1033 DENTAL INSURANCE	4,605	5,397	6,482	6,908	6,740	6,908	7,289	
605-1035 VISION CARE INSURANCE	1,389	1,555	1,639	1,744	1,582	1,744	1,704	
605-1036 LIFE INSURANCE	989	1,278	1,381	1,510	1,388	1,510	1,512	
605-1037 WORKERS' COMP INSURANCE	19,506	18,527	23,085	28,762	21,830	28,762	32,499	
605-1040 TMRS RETIREMENT	99,934	109,554	136,169	153,194	117,789	153,194	162,879	
605-1070 SPECIAL ALLOWANCES	13,543	10,200	21,925	27,625	26,421	27,625	37,775	
TOTAL PERSONNEL	955,909	1,039,431	1,262,872	1,450,446	1,221,273	1,451,091	1,518,266	
SUPPLIES								
605-2020 OFFICE SUPPLIES	2,077	2,199	2,198	2,500	2,263	2,500	3,000	
605-2050 PRINTING & COPYING	753	1,112	1,266	1,300	1,297	1,300	1,300	
FORMS, MIRANDA, LEGISLA 0	0.00							1,300
605-2060 MEDICAL/SCREENING/TESTING/B	1,799	510	417	1,000	148	500	1,000	
PSYCHOLOGICAL EVALUATIO 0	0.00							400
DRUG SCREEN-PYHSICALS 0	0.00							600
0	0.00							0
605-2070 JANITORIAL/BUILDING SUPPLIE	284	499	496	500	194	500	0	
605-2080 UNIFORMS & ACCESSORIES	12,546	13,601	24,525	25,500	23,115	25,500	27,000	
UNIFORMS 0	0.00							19,000
8- BULLET PROOF VESTS 0	0.00							8,000
TOTAL SUPPLIES	17,459	17,921	28,901	30,800	27,017	30,300	32,300	
SERVICES								
605-3020 ASSOCIATION DUES & PUBS	943	744	1,235	5,820	6,023	6,023	5,870	
NATIONAL ASSN. OF POLIC 0	0.00							60
TX POLICE CHIEF ASSN. - 0	0.00							50
TEXAS POLICE ASSOCIATIO 0	0.00							30
CRIMINAL LAW & TRAFFIC 0	0.00							1,200
TX POLICE CHIEF ASSN - 0	0.00							300
NOTARY PUBLIC - RENEWAL 0	0.00							130
TX BEST PRACTICE FEE 0	0.00							500
PERF 0	0.00							3,600
605-3030 TRAINING/EDUCATION	1,459	581	1,714	2,000	1,838	2,000	3,500	
0	0.00							3,500
FIREARMS TRAINING 22 OF 0	0.00							0
~ 20 VARIOUS TRAINING C 0	0.00							0
TML CONFERENCE 0	0.00							0
605-3040 TRAVEL/MILEAGE/LODGING/PERD	1,836	364	1,286	2,500	2,653	2,700	4,000	
~ 6-10 CLASSES AVG. \$75 0	0.00							4,000

10 -GENERAL FUND
POLICE DEPARTMENT

((------ 2017-2018 -----) (----- 2018-2019 -----))								
EXPENDITURES	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
605-3050 LIABILITY INSURANCE	10,879	10,908	12,448	12,448	17,343	17,343	16,000	
605-3060 UNIFORM MAINTENANCE	1,576	2,273	2,715	3,000	3,042	4,000	6,000	
21 OFFICERS AT ~\$290 EA 0	0.00							6,000
605-3071 PROPERTY INSURANCE	4,922	5,423	5,692	5,692	6,938	6,938	7,300	
605-3072 ANIMAL CONTROL SERVICES	12,000	12,000	12,000	12,500	10,000	12,000	12,500	
DEZAVALA SHAVANO VET CL 12	1,000.00							12,000
ANIMAL CONTROL EQUIPMEN 0	0.00							500
605-3087 CITIZENS COMMUNICATION/ED 0	0	0	200	400	399	400	400	
605-3090 COMMUNCIATIONS SERVICES	4,222	4,399	4,391	4,600	5,073	5,200	4,600	
MDT SERVICES 0	0.00							4,600
TOTAL SERVICES	37,836	36,692	41,681	48,960	53,309	56,604	60,170	
CONTRACTUAL								
605-4035 CONTRACT/DISPATCH SERVICES	30,000	30,000	0	0	0	0	0	
605-4045 CONTRACT/RADIO FEES COSA	5,832	6,696	6,696	8,400	7,776	7,776	9,600	
605-4075 COMPUTER SOFTWARE/INCODE	11,609	12,275	12,577	13,101	11,249	13,100	13,595	
INCODE - TDEX INTERFACE 0	0.00							591
INCODE - CALLS FOR SERV 0	0.00							675
INCODE - PUBLIC SAFETY 0	0.00							7,184
BRAZOS TECHNOLOGY 0	0.00							2,491
LEADS ONLINE 0	0.00							1,758
PRODUCTIVITY (TCLEDDS) 0	0.00							500
ACCURINT (LEXIS-NEXIS) 0	0.00							396
TOTAL CONTRACTUAL	47,441	48,971	19,273	21,501	19,025	20,876	23,195	
MAINTENANCE								
605-5005 EQUIPMENT LEASES	3,343	3,333	1,895	2,900	1,568	2,400	3,100	
MONTHLY COPY FEES - PER 0	0.00							3,100
605-5010 EQUIPMENT MAINT & REPAIR	664	2,530	962	3,000	2,836	3,000	3,000	
605-5015 ELECTRONIC EQPT MAINT	6,023	7,798	9,288	5,350	3,372	5,350	5,350	
MIDWEST RADAR-CERTIFICA 0	0.00							350
DAILY WELLS - RAIDO REP 0	0.00							2,000
COPTRAX/TECH SUPPORT/RE 0	0.00							3,000
	0.00							0
605-5020 VEHICLE MAINTENANCE	25,409	15,164	24,689	27,328	16,602	23,000	23,000	
605-5060 VEHICLE & EQPT FUELS	37,772	27,123	29,746	30,000	28,745	31,500	30,000	
TOTAL MAINTENANCE	73,211	55,948	66,581	68,578	53,123	65,250	64,450	
DEPT MATERIALS-SERVICES								
605-6030 INVESTIGATIVE SUPPLIES	2,030	1,670	3,462	2,500	2,140	2,500	3,000	
605-6032 POLICE SAFETY SUPPLIES	1,459	2,229	2,250	2,250	2,250	2,250	3,400	
FLARES 0	0.00							450
SABA 0	0.00							2,100
GLOVES, TRAFFIC CONES, 0	0.00							850
605-6035 FIREARMS EQUIPMENT/SUPPLIES	4,099	5,036	5,109	6,000	3,105	6,000	6,000	
AMMUNITION 0	0.00							4,000
TARGETS/SHOOTING PADS 0	0.00							1,500
CLEANING SUPPLIES 0	0.00							500
TOTAL DEPT MATERIALS-SERVICES	7,588	8,935	10,821	10,750	7,495	10,750	12,400	

10 -GENERAL FUND
POLICE DEPARTMENT

				(----- 2017-2018 -----)			(----- 2018-2019 -----)	
EXPENDITURES	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
UTILITIES								
605-7042 UTILITES- PHONE	3,823	4,587	5,498	4,300	3,786	4,475	4,300	
CELL PHONES	0	0.00						2,800
AT&T DISPATCH LINE	0	0.00						1,500
TOTAL UTILITIES	3,823	4,587	5,498	4,300	3,786	4,475	4,300	
CAPITAL OUTLAY								
605-8010 NON-CAPITAL-ELECTRONIC EQUI	38,082	3,290	23,851	20,400	14,994	20,400	0	
RADARS - REPLACE	0	2,500.00						0
NOPTIC THERMAL UNIT- VE	0	5,000.00						0
HANDHELD THERMAL UNIT	0	2,000.00						0
PRINTER (SECRETARY)	0	500.00						0
MDT	0	6,250.00						0
605-8012 NON CAPITAL-FIRE ARMS/TASER	0	0	16,219	8,640	8,640	8,640	0	
Taser 5 yr program	0	8,640.00						0
REPLACE ISSUED DUTY HAN	0	1,000.00						0
605-8015 NON-CAPITAL-COMPUTER EQUIP.	1,820	0	3,842	9,800	9,706	9,706	0	
DESKTOP COMPUTERS	0	2,200.00						0
605-8020 NON-CAPITAL MAINT. EQUIPMEN	0	0	4,012	0	0	0	0	
605-8025 NON-CAPITAL - OFFICE FURNIT	264	0	0	3,102	2,827	3,102	0	
FRIDGE RPL / EVIDENCE R	0	1,000.00						0
605-8030 CAPITAL - ELECTRONIC EQUIPM	0	12,231	54,754	0	0	0	0	
605-8040 CAPITAL - PER PROTECTIVE EQ	0	0	0	0	0	0	0	
605-8045 CAPITAL - COMPUTER EQUIPMEN	0	10,085	7,213	0	0	0	0	
605-8050 CAPITAL - VEHICLES	147,102	75,967	42,044	146,812	143,587	143,587	0	
FORD EXPLORER	0	48,100.00						0
MDT	0	4,200.00						0
RADAR	0	2,300.00						0
CAMERA	0	5,400.00						0
605-8081 CAPITAL - BUILDING	0	0	5,980	0	0	0	0	
TOTAL CAPITAL OUTLAY	187,269	101,573	157,916	188,754	179,754	185,435	0	
INTERFUND TRANSFERS								
605-9000 GRANT EXPENDITURES	0	0	0	15,000	14,000	14,000	15,000	
INTERVIEW ROOM RECORDIN	0	0.00						15,000
TOTAL INTERFUND TRANSFERS	0	0	0	15,000	14,000	14,000	15,000	
TOTAL POLICE DEPARTMENT	1,330,536	1,314,060	1,593,543	1,839,089	1,578,781	1,838,781	1,730,081	

Development Services - 607

Major Budget Changes

Personnel Salary/Benefits

There are no personnel located within this department. Services are performed by outside contractors.

No significant changes have been made to the day to day operations.

10 -GENERAL FUND
DEVELOPMENT SERVICES

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
SUPPLIES								
607-2020 OFFICE SUPPLIES	0	0	0	0	105	340	0	
607-2050 PRINTING & COPYING	604	675	207	500	873	950	1,000	
TOTAL SUPPLIES	604	675	207	500	978	1,290	1,000	
SERVICES								
607-3012 PROF -ENGINEERING REVIEW	23,760	11,530	1,400	10,000	0	2,000	5,000	
607-3015 PROF -BLDG INSPECTION SERVI	76,610	81,606	91,292	80,000	80,563	95,000	95,000	
607-3016 PROF -HEALTH INSPECTOR	1,560	2,220	2,040	2,000	1,920	2,000	2,000	
607-3017 PROF -SANITARY INSPECTION S	3,120	2,340	1,750	3,000	2,750	3,000	3,000	
607-3020 ASSOCIATION DUES & PUBS	998	0	0	0	0	0	0	
607-3075 BANK/CREDIT CARD FEES (28)		0	0	0	0	0	0	
TOTAL SERVICES	106,021	97,696	96,482	95,000	85,233	102,000	105,000	
CONTRACTUAL								
607-4075 COMPUTER SOFTWARE/MAINTENAN	1,300	1,300	1,400	1,400	1,400	1,400	1,500	
TOTAL CONTRACTUAL	1,300	1,300	1,400	1,400	1,400	1,400	1,500	
TOTAL DEVELOPMENT SERVICES	107,925	99,671	98,089	96,900	87,611	104,690	107,500	
TOTAL EXPENDITURES	4,340,401	5,936,031	5,118,254	6,022,463	4,823,897	5,872,447	5,213,342	
REVENUE OVER/(UNDER) EXPENDITURES	387,050	(1,400,001)	634,070	0	15,092	(46,192)	(0)	

30 - DEBT SERVICE FUND

Fund Purpose - This fund accounts for the property taxes levied for payment of principal, interest and other fiscal charges on all general long-term debt of the City.

Fund Description. The debt service fund accounts for the accumulation of the Interest and Sinking (I&S) portion of ad valorem tax revenue for the payment of long-term debt principal, interest and related costs.

The City Council having been authorized to levy and cause to be assessed and collected an amount of ad valorem taxes sufficient to pay the annual debt service as provided in the bond ordinance, solely for the benefit of said bonds. The bond ordinance stipulates that “said interest and sinking fund shall be kept separate and apart from all other funds and accounts of said City, and shall be used only for the paying the interest on and principal of said bonds.”

The City’s long-term debt consists of the three outstanding issues.

- 1) **Certificate of Obligation Bonds, Series 2009.** The bond’s current principal outstanding is \$55,000 and is fully supported by water revenues. This issue will be paid in full in February 2019.
- 2) **General Obligation Refunding Bond, Series 2009.** The bond’s current principal outstanding is \$1,710,000.
 - \$351,405 or 20.55% is supported by water revenues
 - \$1,358,595 or 79.45% is supported by ad valorem taxes
- 3) **General Obligation Refunding Bond, Series 2017.** The bond’s current principal outstanding is \$1,885,000 and is fully supported by water revenues.

The Debt Service Fund only supports the \$1,358,595 portion of the General Obligation Refunding Bond, Series 2009. The Water Fund supports the other bond debt. See page 101 for information on the Water Fund portion of the debt.

Fund Changes. This budget provides \$132,551 in revenues from ad valorem taxes, \$50,000 from fund balance and \$26,346 in certified excess ad valorem tax collections*. A total of \$208,897, \$154,928 for principal and \$53,470 for interest, will be expensed for debt service in FY 2018 – 19.

Debt Service Ratio. The City of Shavano Park’s FY 2018 – 19 debt service ratio is 0.05 or 5%. In other words 5% of the City’s ad valorem tax revenues this year are spent on debt service. This ratio demonstrates the City of Shavano Park is strong financially and that existing debt levels do not significantly impact current operations.

The debt service ratio is a widely accepted measure of sound financial management, and a useful tool to understand the City's fiscal integrity. Debt service ratio is the ratio of debt service expenditures as a percent of a municipality's own source revenue (I&S portion of ad valorem taxes in addition to general fund revenues). The Government Finance Officers Association considers a debt service ratio exceeding 20% as a warning signal for municipalities. A ratio of 10% or less is considered acceptable.

Legal Debt Margin Information. The City is a Type A general law municipality and under Article XI, Section 4, of the Texas Constitution the maximum ad valorem tax rate is limited to \$1.50 per \$100 Taxable Assessed Valuation for all City purposes. The Texas Attorney General has adopted an administrative policy that generally prohibits the issuance of debt by a municipality, such as the City, if its issuance produces debt service requirements exceeding that which can be paid from \$1.00 of the foregoing \$1.50 maximum rate calculated at 90% collection.

Per the City's Financial Advisors using the Texas Attorney General's guideline for general law Cities, the City's legal debt margin is based on a tax rate of \$1.00 per \$100 of net assessed property value with projected 90% collection of the tax levy. For the FY 2018 – 19 budget, the City's legal debt margin is \$11,093,496. This means the City could issue debt (bonds) up to an amount that generates a maximum debt service requirements of less than \$11,093,496.

The General Law Cities calculation of the legal debt margin for the City of Shavano Park is below:

Estimated Net Assessed Value: \$1,232,610,753

For the Texas Constitution Legal Debt Margin for Shavano Park – Divide the estimated net assessed value by \$100 and multiply by the Texas Attorney General general rule tax rate of \$1.00. Then subtract the maximum annual debt service requirement amount for existing General Obligation (G.O.) debt.

\$11,093,496	City of Shavano Park's maximum legal debt service requirement (based on tax rate of \$1.00 per \$100 value)
\$ 395,463	City of Shavano Park's maximum annual debt requirements for existing G.O. debt (will occur in fiscal year end 2019)
<hr/>	
\$ 10,698,033	City of Shavano Park's FY19 Debt Margin

According to the City's Financial Advisor, a debt margin of \$10,698,033 translates into additional debt capacity of approximately \$160 million in bonds (depending on factors such as number of debt issues and the interest environment).

* The City has adopted the tax freeze for residents who are 65 years of age or older or disabled, which became a local option and subject to local referendum on January 1, 2004 and approved by voters during the local May 2004 election. As a result of this action when the property tax rates are calculated for debt service (I&S) these property valuations are not included when determining the necessary I&S tax rate to pay current year debt payments. However the frozen tax amounts paid during that year are proportioned out by the M&O and I&S ratios based on the adopted tax rate, thus creating excess ad valorem collections. This excess amount is then utilized to reduce the amount of funds needed to be collected when calculating the subsequent year's rate.

30 - DEBT SERVICE FUND

	<u>FY 2017-18 AMENDED BUDGET</u>	<u>FY 2018-19 CITY COUNCIL PROPOSED BUDGET</u>	<u>DIFFERENCE BETWEEN AMENDED AND PROPOSED</u>
BEGINNING FUND BALANCE	\$ 275,225	\$ 183,174	
REVENUE TOTAL	\$ 111,031 **	\$ 132,551 ***	\$ (21,520)
EXPENDITURES TOTAL	\$ 203,082	\$ 208,897	\$ (5,815)
TOTAL REVENUES LESS THAN EXPENDITURES	\$ (92,051)	\$ (76,346)	
ENDING FUND BALANCE, PROJECTED BUDGET	<u>\$ 183,174</u>	<u>\$ 106,828</u>	

** Revenue does not include the transfer of \$32,051 from prior year excess collection.

*** Revenue does not include the transfer of \$26,346 from prior year excess collection and \$50,000 from Fund Balance.

<u>DEBT SERVICE *</u>	<u>FUNDING</u>	<u>TOTAL PRINCIPAL</u>	<u>TOTAL INTEREST</u>
Certificates of Obligation Bonds, Series 2009	Water Supported	\$ 55,000	\$ 963
General Obligation Refunding Bonds, Series 2017 (2009 CO)	Water Supported	\$ 1,885,000	\$ 885,000
General Obligation Refunding Bonds, Series 2009 (Split)	Water Supported	\$ 351,405	\$ 61,202
	Tax Supported	\$ 1,358,595	\$ 236,617
		<u>\$ 3,650,000</u>	<u>\$ 1,183,781</u>

* Refer debt service schedules for detail of remaining payments by year.

30 -DEBT SERVICE FUND

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
REVENUES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
NON-DEPARTMENTAL								
=====								
TAXES								
30-599-1010 CURRENT ADVALOREM TAXES	166,644	234,098	164,662	111,031	143,508	143,508	132,551	_____
30-599-1020 DELINQUENT ADVALOREM TAXES	2,411	2,802	7,756	0	(3,232)	(3,232)	0	_____
30-599-1030 PENALTY & INTEREST	767	789	540	0	497	497	0	_____
TOTAL TAXES	169,822	237,688	172,958	111,031	140,773	140,773	132,551	_____
TRANSFERS IN								
30-599-8010 INTEREST INCOME	67	247	1,537	0	3,095	3,600	0	_____
30-599-8030 FUND BALANCE - TRANSFER IN	0	0	0	92,051	0	0	76,346	_____
2017 CERTIFIED EXCESS C 0	0.00						26,346	_____
FUNDS TO REDUCE DEBT 0	0.00						50,000	_____
TOTAL TRANSFERS IN	67	247	1,537	92,051	3,095	3,600	76,346	_____
<hr/>								
TOTAL NON-DEPARTMENTAL	169,889	237,935	174,495	203,082	143,869	144,373	208,897	
<hr/>								
TOTAL REVENUES	169,889	237,935	174,495	203,082	143,869	144,373	208,897	=====

30 -DEBT SERVICE FUND
DEBT SERVICE

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
CAPITAL OUTLAY								
607-8050 2009 GO REFUNDING-PRINCIPAL	131,093	139,038	139,038	143,010	143,010	143,010	154,928	_____
607-8052 2009 GO REFUNDING-INTEREST	72,578	68,526	64,007	59,072	30,787	59,071	53,470	_____
607-8054 BOND AGENT FEE - 2009 REF	175	150	300	1,000	150	150	500	_____
TOTAL CAPITAL OUTLAY	203,845	207,713	203,345	203,082	173,947	202,231	208,897	
607-8052	2009 GO REFUNDING-INTERESTCURRENT YEAR NOTES:							
	Feb pmt \$28,284.20							
	Aug pmt \$25,185.65							
607-8054	BOND AGENT FEE - 2009 REF CURRENT YEAR NOTES:							
	Suggest reduction from prior year's \$1,000							
TOTAL DEBT SERVICE	203,845	207,713	203,345	203,082	173,947	202,231	208,897	
TOTAL EXPENDITURES	203,845	207,713	203,345	203,082	173,947	202,231	208,897	=====
REVENUE OVER/(UNDER) EXPENDITURES	(33,956)	30,222	(28,850)	0	(30,078)	(57,858)	(0)	=====

BOND DEBT SERVICE

City of Shavano Park, Texas
 General Obligation Refunding Bonds, Series 2009
 Original Issue Amount: \$2,795,000
 Callable 2/15/2019 (not eligible for tax-exempt advance refunding)
 Paying Agent: Wells Fargo
 PAYMENT SOURCE: 79.45% GENERAL FUND

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
02/15/2019	154,927.50	4.000%	28,284.20	183,211.70	
08/15/2019			25,185.65	25,185.65	
09/30/2019					208,397.35
02/15/2020	154,927.50	4.000%	25,185.65	180,113.15	
08/15/2020			22,087.10	22,087.10	
09/30/2020					202,200.25
02/15/2021	162,872.50	4.000%	22,087.10	184,959.60	
08/15/2021			18,829.65	18,829.65	
09/30/2021					203,789.25
02/15/2022	170,817.50	4.000%	18,829.65	189,647.15	
08/15/2022			15,413.30	15,413.30	
09/30/2022					205,060.45
02/15/2023	178,762.50	4.250%	15,413.30	194,175.80	
08/15/2023			11,614.60	11,614.60	
09/30/2023					205,790.40
02/15/2024	186,707.50	4.250%	11,614.60	198,322.10	
08/15/2024			7,647.06	7,647.06	
09/30/2024					205,969.16
02/15/2025	194,652.50	4.375%	7,647.06	202,299.56	
08/15/2025			3,389.04	3,389.04	
09/30/2025					205,688.60
02/15/2026	154,927.50	4.375%	3,389.04	158,316.54	
09/30/2026					158,316.54
	1,358,595.00		236,617.00	1,595,212.00	1,595,212.00

20 - WATER FUND

	FY 2017-18 AMENDED BUDGET	FY 2018-19 CITY COUNCIL PROPOSED BUDGET	DIFFERENCE BETWEEN AMENDED AND PROPOSED
	<u> </u>	<u> </u>	
UNDESIGNATED	\$ 508,205	\$ 383,456	
DESIGNATED FOR CAPITAL REPLACEMENT	<u>448,330</u>	<u>520,769</u>	
BEGINNING FUND BALANCE	<u>\$ 956,535</u>	<u>\$ 904,225</u>	
REVENUE TOTAL	<u>\$ 908,093 *</u>	<u>\$ 865,519</u>	\$ (42,574)
DEPARTMENT EXPENSES AND OTHER USES:			
WATER DEPARTMENT OPERATIONS	\$ 750,646	\$ 613,088	\$ (137,558)
TRANSFER TO GENERAL FUND	22,050	22,050	\$ -
DEBT SERVICE	187,707	187,215	\$ (492)
TOTAL EXPENSES	<u>\$ 960,403</u>	<u>\$ 822,353</u>	<u>\$ (138,050)</u>
Income/(Loss)	\$ (52,310) *	\$ 43,166	
ESTIMATED UNRESTRICTED	<u>\$ 383,456</u>	<u>\$ 383,456</u>	
UNRESTRICTED-CAPITAL REPLACEMENT	<u>\$ 520,769</u>	<u>\$ 563,935</u>	\$ 43,166
ENDING FUND BALANCE, PROJECTED BUDGET	<u><u>\$ 904,225</u></u>	<u><u>\$ 947,391</u></u>	
CAPITAL REPLACEMENT	<u>109,487 **</u>	<u>71,946 **</u>	<u>\$ (37,541)</u>

* Amount does not include budgeted use of \$124,749 of fund balance to cover expenses and capital replacement.

** Capital replacement reflects the funds set aside for future capital outlay. This is not a true expenses.

Notes: Fund Balance amounts do not include the Net Investment in Capital Assets, \$2,321,247 at September 30, 2017

While the Utility uses the 72 Fund - Water Capital Replacement to assist in the tracking of amounts set aside for equipment and water plant replacement, the amounts reflected here are consolidated to include both the 20 Fund - Water Utility and the 72 Fund - Water Capital Replacement with interfund activity eliminated.

20 -WATER FUND

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
REVENUES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
NON-DEPARTMENTAL								
=====								
WATER SALES								
20-599-5015 WATER CONSUMPTION	602,875	585,411	658,287	639,534	521,183	680,000	621,347	
20-599-5016 LATE CHARGES	7,386	8,357	4,412	7,000	4,839	5,000	6,000	
20-599-5017 CAPITAL RESERVE FUND	0	0	0	0	0	0	0	
20-599-5018 DEBT SERVICE	53,498	53,382	53,555	53,376	44,576	53,376	53,453	
20-599-5019 WATER SERVICE FEE	57,978	57,980	58,605	58,092	48,951	58,092	58,092	
20-599-5036 EAA PASS THRU CHARGE	80,569	79,313	87,732	82,626	70,919	90,000	83,319	
20-599-5037 CONNECTION/DISCONNECT FEE	0	0	2,800	0	0	0	0	
20-599-5040 TAPPING FEES	0	0	750	0	0	0	0	
TOTAL WATER SALES	802,305	784,443	866,141	840,628	690,467	886,468	822,211	
MISC./GRANTS/INTEREST								
20-599-7000 INTEREST INCOME	1,958	3,139	6,852	10,000	9,367	10,000	9,500	
20-599-7011 OTHER INCOME	277	3,406	40	500	49	50	0	
20-599-7012 LEASE OF WATER RIGHTS	9,600	7,043	7,000	8,800	7,500	7,500	17,108	
20-599-7040 ASR LEASE PROGRAM	24,000	36,000	24,000	24,000	24,000	24,000	0	
20-599-7060 CC SERVICE FEES	0	0	337	4,000	445	600	1,200	
20-599-7075 SITE/TOWER LEASE REVENUE	13,903	14,320	14,749	15,165	12,957	15,201	15,500	
20-599-7090 SALE OF FIXED ASSETS	0	0	(18,787)	5,000	4,705	4,705	0	
20-599-7097 INSURANCE PROCEEDS	0	2,390	45,707	0	0	0	0	
TOTAL MISC./GRANTS/INTEREST	49,737	66,297	79,897	67,465	59,023	62,056	43,308	
TRANSFERS IN								
20-599-8072 TRF IN - CAPITAL REPLACEMEN	0	0	0	37,048	0	(37,048)	28,780	
WATER METER REPLACEMENT	0	0.00						3,780
SKID STEER (50/50)	0	0.00						12,240
MINI EXCAVATOR	0	0.00						12,760
20-599-8099 TRF IN - RESERVES	0	0	0	124,749	0	0	0	
TOTAL TRANSFERS IN	0	0	0	161,797	0	(37,048)	28,780	
TOTAL NON-DEPARTMENTAL	852,042	850,740	946,038	1,069,890	749,490	911,476	894,299	
TOTAL REVENUES	852,042	850,740	946,038	1,069,890	749,490	911,476	894,299	
	=====	=====	=====	=====	=====	=====	=====	=====

Water Utility Department - 606

Mission Statement

The City of Shavano Park Water Utility Department continuously provides safe and reliable drinking water and maintains essential public water infrastructure for the service connections within Shavano Park in order to provide long-term first-class water utility support to our citizens.

Goals:

- Continually provide safe and reliable drinking water through efficient treatment and delivery of water, meet or exceed environmental and public health standards
- Resource and maintain appropriate equipment and assets
- Improve employee proficiency to include educational training and development opportunities
- Improve water system functions to achieve an efficient operation level while meeting State requirements
- Provide and maintain essential public water infrastructure services while anticipating future requirements

Objectives:

Continually provide safe and reliable drinking water through efficient treatment and delivery of water, exceeding environmental and public health standards

- Maintain 100% compliance of all State and Federal regulations and laws associated with a water system
- Maintain a Superior Water System rating and initiate steps to achieve Outstanding rating
- Ensure State requirements are met by having all employees of the Water Department certified and licensed in groundwater operations

Resource and maintain appropriate equipment and assets

- Maintain enough money in reserve to handle emergencies, and cushion for low water consumption years (approx. \$500K)
- Annually re-evaluate adequacy of Edwards water rights and Trinity resources
- Continue to replace meters that have registered approximately 2 million gallons
- Actively apply for grants/funding for other equipment that would make crews more efficient
- Continue working with KFW (City Engineer) to initiate a geographic information system (GIS) program to include utilities, streets, and drainage information
- Purchase a GIS License
- Continue preparing a schedule based on needs to replace all undersized water mains within the system
- Determine surplus availability and cost of emergency power supply (generators) for City buildings and water system
- Actively support a water rate study to be implemented before end of Fiscal Year 2019
- Purchase a mini excavator in order to work in tight areas where a backhoe cannot reach.
- Purchase a skid steer to replace with the old skid steer (50/50 split)
- Install an intruder protection to prevent roof access, per TCEQ requirements (Huebner)

Improve employee quality to include educational training and development opportunities.

- Provide additional quality educational opportunities ~~when available~~ and send crews to classes to earn credits to upgrade and improve knowledge of water systems
- Continue to have a safe working environment and maintain the safety and training program on all equipment and water system functions
- Maintain a safe working environment and a zero (0) lost time accident rate
- Improve the preventative maintenance program by establishing a tracking schedule for each piece of equipment/vehicle and when they should be replaced

Improve water system functions to achieve an efficient operation level and meet State requirements

- Investigate alternatives to increase productivity and life expectancy of the Trinity Well pump, motor, and ground storage tank
- Continue to take corrective action on dead end main issues to lessen flushing and reduce loss ratio rate
- Work with TxDOT on preliminary reports for relocating portions of the water mains on NW Military prior to job bid for MPO project
- Identify cul-de-sac dead end mains, including gross cost estimate for each and prioritization for addressing. Complete at remediation of at least one such dead end main each year until all resolved
- Stay current on new and proposed TCEQ water system requirements.
- Propose updates for Shavano Park Ordinances to meet all TCEQ and pertinent Edwards Aquifer Authority requirements
- Achieve annual water loss of less than 5%
- Respond to all water system complaints within one service day. Provide summary of complaints and resolutions to Water Advisory Committee
- Raise 5 fire hydrants to proper height for Fire Department access
- Prepare drainage culvert to install pipe for crossing the creek to Well site # 8
- Consider outsourcing printing water utility bills
- Research Flowatch Software for more efficient water reporting

Provide and Maintain essential public water infrastructure and services while anticipating future requirements.

- Develop and execute a fiscally responsible budget that meets mission requirements
- Update the capital equipment replacement schedule. (Water system, pumps, motors, VFD's, water mains, and hydrants)
- Maintain quality of new SCADA system and entire water system as changes and repairs are accomplished
- Conduct water system customer satisfaction survey

Water Department - 606

Major Budget Changes

Personnel Salary/Benefits

No change in personnel. Council provided consensus guidance for the 3.5% raise recommendation and the grade change recommendation to Public Works Director and Public Works/Water Superintendent. The budget accounts for a 3 % increase in our employee health benefits provided by the Texas Municipal League Intergovernmental Employee Benefits Pool, which increases the defined contribution by \$16 per employee/month from \$537 to \$553 per employee/month.

No significant changes have been made to the day to day operations. Numerous line items have been reduced to operate within the budgeted revenues and no use of undesignated reserves is planned.

Services	\$	23,760
Reduction of \$7,500 for out-sourcing water bill printing, as further research is being conducted to move away from postcards		

Contractual	\$	105,227
Reduction of \$67,100 as the purchase of 13-14 AC/FT of water is foregone this year. Offset by \$14,000 increase in water management fees to EAA due to end of ASR Lease program		

Capital Outlay

- 8020 Non-Capital - Maintenance Equipment	\$	1,000
Replacement of Respirators and Parts/Toolbox.		
- 8060 Capital - Equipment		
Skid steer (50/50)	\$	12,240
Mini- excavator (50/50)	\$	16,820
- 8080 Water System Improvements		
Replace spider water lines in cul-de-sacs	\$	10,000
- 8081 Water Meter Replacement	\$	3,780
Replacement of meters in house. Funding comes from the capital replacement funds set aside from the water service fees charged to customers.		

Interfund Transfers- Capital Replacement (- 9010)

- 9010 Transfer to General Fund	\$	22,050
Contribution toward general City operations		
- 9020 Transfer to Capital Replacement Fund, Fund 72	\$	71,946
Amounts set aside for future capital repair/replacement of infrastructure, vehicles, and equipment		

20 -WATER FUND
WATER DEPARTMENT

	(------ 2017-2018 -----) (------ 2018-2019 -----)							
EXPENDITURES	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
PERSONNEL								
606-1010 SALARIES	135,504	150,066	148,231	173,594	139,304	173,594	185,260	
606-1015 OVERTIME	3,551	17,067	8,280	7,600	7,272	8,500	7,000	
606-1020 MEDICARE	2,051	2,485	2,398	2,523	2,176	2,773	2,615	
606-1025 TWC (SUI)	156	684	55	828	508	508	828	
606-1030 HEALTH INSURANCE	13,661	22,530	19,442	25,776	20,472	25,776	26,544	
606-1031 HSA	2,918	161	142	178	122	178	178	
606-1033 DENTAL INSURANCE	1,091	1,377	1,361	1,480	1,154	1,480	1,480	
606-1035 VISION CARE INSURANCE	342	357	319	365	275	365	325	
606-1036 LIFE INSURANCE	286	322	301	318	280	318	318	
606-1037 WORKERS' COMP INSURANCE	3,998	4,528	4,398	6,153	3,865	5,465	6,551	
606-1040 TMRS RETIREMENT	3,331	0	22,423	23,903	18,874	24,951	25,157	
606-1070 SPECIAL ALLOWANCES	2,197	8,285	6,658	11,700	7,235	9,150	11,400	
TOTAL PERSONNEL	169,085	207,863	214,007	254,418	201,536	253,058	267,656	
SUPPLIES								
606-2020 OFFICE SUPPLIES	943	1,596	1,724	1,400	1,375	1,400	1,400	
606-2030 POSTAGE	3,688	3,043	3,018	4,000	2,315	2,775	2,500	
POSTAGE 0	0.00							2,000
ANNUAL CCR REPORT 0	0.00							250
ANNUAL BULK MAIL PERMIT 0	0.00							250
606-2050 PRINTING & COPYING	441	931	722	500	459	500	600	
606-2060 MED EXAMS/SCREENING/TESTING	0	39	544	0	147	147	0	
606-2070 JANITORIAL SUPPLIES	0	0	0	500	0	100	100	
606-2075 BANK/CREDITCARD FEES	4,015	5,950	5,485	6,500	5,202	6,950	5,100	
MONTHLY AVERAGE \$425 0	0.00							5,100
606-2080 UNIFORMS	0	843	1,102	1,000	603	750	1,200	
NEW BOOTS AND CLOTHING 0	0.00							1,200
606-2090 SMALL TOOLS	1,206	1,060	1,314	2,000	1,900	2,000	2,000	
606-2091 SAFETY SUPPLIES/EQUIPMENT	0	993	1,818	1,200	1,173	1,200	1,200	
TOTAL SUPPLIES	10,294	14,456	15,727	17,100	13,172	15,822	14,100	
SERVICES								
606-3012 ENGINEERING SERVICES	2,265	3,710	6,000	1,000	191	192	1,000	
BASIC MISC SERVICES 0	0.00							500
NW MILITARY LINE LOCAT 0	0.00							500
606-3013 PROFESSIONAL SERVICES	0	0	0	8,000	0	0	500	
WATER BILL PRINT-OUTSOU 0	0.00							500
606-3020 ASSOCIATION DUES & PUBS	847	716	895	1,800	921	1,000	2,215	
TWUA 0	0.00							360
S.A.R.A. ANNUAL FEE 0	0.00							200
S.A.R.A DUES - SEPARATE 0	0.00							200
REG WTR RES DEV (RWRD) 0	0.00							300
AWWA - AMER WTR WKS ASS 0	0.00							100
Stormwater Impact Fee 0	0.00							100
TRWA - TX RURAL WATER A 0	0.00							325

20 -WATER FUND
WATER DEPARTMENT

		(------ 2017-2018 -----) (------ 2018-2019 -----)								
EXPENDITURES		2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET	
WATER LICENSE RENEWALS	5	111.00							555	
TX MUNI UTILITIES ASSN	0	0.00							75	
606-3030 TRAINING/EDUCATION		222	4,655	2,859	3,000	2,463	2,900	3,000		
606-3040 TRAVEL/MILEAGE/LODGING/PERD		501	1,678	1,387	1,500	1,407	1,750	1,500		
606-3050 INSURANCE - LIABILITY		2,613	2,880	3,022	3,022	3,683	6,183	3,795		
606-3060 UNIFORM SERVICES		1,755	1,383	1,533	2,000	1,315	1,650	3,000		
606-3070 INSURANCE - PROPERTY		1,300	1,432	1,503	1,503	1,832	1,832	1,850		
606-3075 WATER CONSERVATION EDUCATIO		0	0	0	100	0	0	100		
606-3080 SPECIAL SERVICES		0	10	0	0	94	100	300		
SA HAZARDOUS MAT'L PERM	0	0.00							300	
606-3082 WATER ANALYSIS FEES		5,299	3,949	7,421	9,000	4,628	6,000	6,500		
WATER ANALYSIS FEES	0	0.00							2,145	
TCEQ ANNUAL WATER TESTI	0	0.00							2,500	
DSHS CENTRAL LAB - TCEQ	0	0.00							1,805	
TIER II REPORT FEES - A	0	0.00							50	
TOTAL SERVICES		14,803	20,413	24,620	30,925	16,534	21,607	23,760		
CONTRACTUAL										
606-4075 COMPUTER SOFTWARE/INCODE		5,220	5,138	7,597	8,625	4,662	5,800	10,292		
INCODE-UTILITYSOFTWARE	0	0.00							2,825	
INCODE-METER READER INT	0	0.00							600	
INCODE-BILLPAY WEB HOST	0	0.00							1,200	
INCODE-BILL PAY ONLINE	0	0.00							336	
INCODE - HAND HELD METE	0	0.00							606	
BEACON METER SOFTWARE	0	0.00							1,810	
SCADA SOFTWARE UPDATES	0	0.00							2,340	
SCADA ANTIVIRUS - 2 COM	0	0.00							75	
GIS LICENSE	0	0.00							500	
606-4085 EAA -WATER MANAGEMENT FEES		109,748	75,735	75,726	70,045	58,552	69,765	84,084		
MONTHLY EAA FEES	1,001	40.00							40,040	
MONTHLY HABITAT FEE	1,001	44.00							44,044	
606-4086 CONTRACT LABOR		0	5,513	100	0	0	0	0		
606-4099 WATER RIGHTS/LEASE PAYMENTS		48,019	47,969	33,292	77,951	78,227	78,227	10,851		
RWRDG-ADMIN FEE 1 1/2%	0	0.00							851	
100 AF - P102-648	0	0.00							10,000	
PURCHASE 13 AC/FT	5,000	0.00							0	
TOTAL CONTRACTUAL		162,987	134,355	116,715	156,621	141,441	153,792	105,227		
MAINTENANCE										
606-5005 EQUIPMENT LEASES		624	1,647	1,883	2,000	1,954	2,000	1,500		
606-5010 EQUIPMENT MAINT & REPAIR		1,294	6,862	8,937	9,000	2,448	3,500	6,500		
606-5015 ELECTRONIC EQPT MAINTENANCE		18	370	89	500	0	150	500		
606-5020 VEHICLE MAINTENANCE		428	5,441	1,914	3,000	1,909	5,000	2,000		
606-5030 BUILDING MAINTENANCE		1,320	1,118	2,962	2,000	3,623	3,000	2,000		
GENERAL	0	0.00							2,000	
606-5060 VEHICLE & EQPT FUELS		5,104	3,833	4,282	3,500	2,549	3,000	3,000		
TOTAL MAINTENANCE		8,788	19,271	20,067	20,000	12,483	16,650	15,500		

20 -WATER FUND
WATER DEPARTMENT

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
DEPT MATERIALS-SERVICES								
606-6011 CHEMICALS	11,852	19,678	17,163	17,600	17,493	17,700	17,000	_____
606-6050 WATER METERS & BOXES	45	(5,967)	2,193	5,134	5,224	5,224	4,500	_____
MAINTENANCE-METER/BOX R 0	0.00							4,500
606-6055 FIRE HYDRANTS	0	2,918	1,691	2,000	3,367	3,367	3,000	_____
MAINTENANCE 0	0.00							3,000
606-6060 HUEBNER STORAGE TANK	8,600	10,922	20,988	14,000	13,629	14,500	6,000	_____
GENERAL 0	0.00							6,000
606-6061 ELEVATED STORAGE TANK- #1 W	3,615	5,076	11,598	5,000	2,936	3,000	3,000	_____
GENERAL 0	0.00							3,000
606-6062 WELL SITE #2-EAA MONITORED	0	432	75	500	0	0	100	_____
606-6063 WELL SITE #3-NOT OPERATION	7	0	0	0	0	0	0	_____
606-6064 WELL SITE #4-NOT OPERATION	0	0	0	0	0	0	0	_____
606-6065 WELL SITE #5-EDWARDS BLENDI	346	1,400	4,214	25,000	3,721	26,500	3,000	_____
606-6066 WELL SITE #6-MUNI TRACT	334	2,040	9,299	8,800	8,887	9,100	1,000	_____
606-6067 WELL SITE #7	3,184	1,006	6,873	5,000	5,557	6,000	5,000	_____
GENERAL 0	0.00							5,000
606-6068 WELL SITE #8	1,377	2,209	9,092	5,000	2,132	2,500	3,500	_____
GENERAL 0	0.00							3,500
606-6069 WELL SITE #9-TRINITY	8,898	40,087	182,801	5,000	2,408	2,408	2,000	_____
606-6070 SCADA SYSTEM MAINTENANCE	1,558	9,224	1,233	2,000	4,967	5,000	2,000	_____
606-6071 SHAVANO DRIVE PUMP STATION	11,136	56,681	21,239	20,000	19,958	21,500	7,000	_____
606-6072 WATER SYSTEM MAINTENANCE	8,614	21,181	20,101	20,000	19,847	20,000	13,305	_____
606-6080 STREET MAINT SUPPLIES	333	187	3,294	3,000	698	1,000	1,500	_____
TOTAL DEPT MATERIALS-SERVICES	59,899	167,074	311,854	138,034	110,823	137,799	71,905	_____
UTILITIES								
606-7040 UTILITIES - ELECTRIC	71,441	66,188	79,063	70,000	60,821	70,000	70,000	_____
606-7042 UTILITIES - PHONE/CELL	1,062	0	814	800	772	800	800	_____
606-7044 UTILITIES - WATER	368	320	348	600	228	300	300	_____
TOTAL UTILITIES	72,870	66,508	80,225	71,400	61,822	71,100	71,100	_____
CAPITAL OUTLAY								
606-8010 NON-CAP ELECTRONIC EQUIPMEN	0	0	6,091	1,000	0	1,000	0	_____
606-8015 NON-CAPITAL - COMPUTERS	535	0	0	0	0	0	0	_____
COMPUTER/MONITOR 0	400.00							0
606-8020 NON-CAPITAL MAINTENANCE EQU	0	8,214	2,408	6,500	5,002	5,500	1,000	_____
RESPIRATORS (MASK-CARTR 1	500.00							500
PARTS/TOOL BOX - VEHICL 1	500.00							500
606-8045 CAPITAL-COMPUTER EQUIPMENT	0	0	11,000	0	0	0	0	_____
606-8050 CAPITAL - VEHICLES	0	0	0	0	0	0	0	_____
DIRECTOR'S TRUCK 50/50 0	20,000.00							0
606-8060 CAPITAL- EQUIPMENT	0	0	30,000	5,000	4,906	4,906	29,060	_____
SKID STEER 50/50 0	0.00							12,240
MINI EXCAVATOR 50/50 0	0.00							16,820
606-8080 WATER SYSTEM IMPROVEMENTS	0	0	253,149	43,900	43,909	45,000	10,000	_____
REPL SPIDERS IN CUL DE 0	0.00							10,000

20 -WATER FUND
WATER DEPARTMENT

EXPENDITURES	(----- 2017-2018 -----) (----- 2018-2019 -----)							
	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
606-8081 CAPITAL - BUILDING	91,363	0	15,237	0	0	0	0	
606-8085 CAPITAL-WATER TOWER/STORAGE	0	192,258	11,976	0	0	0	0	
606-8087 WATER METER REPLACEMENT	29,510	0	2,575	5,748	5,748	5,748	3,780	
METER 0	0.00							3,780
TOTAL CAPITAL OUTLAY	121,408	200,472	332,434	62,148	59,564	62,154	43,840	
INTERFUND TRANSFERS								
606-9000 EOY ASSET RECLASS (91,363)	(192,258)	(316,938)	0	0	0	0	
606-9010 TRF TO GENERAL FUND	22,050	22,050	79,312	22,050	0	22,050	22,050	
606-9020 TRF TO CAPITAL REP. FUND 72	0	0	0	109,487	109,487	109,487	71,946	
INFRASTRUCTURE 0	0.00							34,845
VEHICLES/EQUIPMENT 0	0.00							31,377
METER REPLACEMENT 0	0.00							5,724
606-9050 BAD DEBT EXPENSE	0	0	0	0	0	0	0	
606-9090 DEPRECIATION EXPENSE	196,615	195,206	203,800	0	0	0	0	
606-9095 PENSION EXPENSE	15,250	21,989	6,066	0	0	0	0	
TOTAL INTERFUND TRANSFERS	142,552	46,987	(27,760)	131,537	109,487	131,537	93,996	
TOTAL WATER DEPARTMENT	762,686	877,401	1,087,891	882,183	726,862	863,519	707,084	

20 WATER UTILITY FUND - DEBT SERVICE - 607

The City's Water Utility Fund monetarily supports three outstanding debt obligations:

- 1) Certificate of Obligation Bonds, Series 2009. The bond's current principal outstanding is \$55,000. This obligation will be paid in full February 2019.
- 2) General Obligation Refunding Bond, Series 2009. The bond's current principal outstanding is \$1,710,000.
 - \$351,405 is supported by water revenues
 - \$1,358,595 is supported by ad valorem taxes
- 3) General Obligation Refunding Bond, Series 2017. The bond's current principal outstanding is \$1,885,000. This obligation is entirely supported by water revenues.

The total outstanding principal for the Water Utility Fund debt is \$2,799,800.

This budget includes \$105,073 for principal payments and \$81,993 for interest. Debt principal payments are budgeted as an expense and reclassified for financial reporting purposes.

The City of Shavano Park's FY 2018 – 19 Water Utility Fund budgeted debt service ratio is 0.217 or 21.7%. In other words approximately 22% of the City's Water revenues (excluding transfers in) are utilized for debt service.

BOND DEBT SERVICE

City of Shavano Park, Texas
Combination Tax & Limited Pledge Revenue Certificates of Obligation, Series 2009
Original Issue Amount: \$2,299,999
Callable maturities 2020-2039 refunded by Series 2017
Paying Agent: Wells Fargo
Payment Source: 100% Water

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
02/15/2019	55,000	3.500%	962.50	55,962.50	
09/30/2019					55,962.50
	55,000		962.50	55,962.50	55,962.50

BOND DEBT SERVICE

City of Shavano Park, Texas
 General Obligation Refunding Bonds, Series 2009
 Original Issue Amount: \$2,795,000
 Callable 2/15/2019 (not eligible for tax-exempt advance refunding)
 Paying Agent: Wells Fargo
 PAYMENT SOURCE: 20.55% WATER

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
02/15/2019	40,072.50	4.000%	7,315.80	47,388.30	
08/15/2019			6,514.35	6,514.35	
09/30/2019					53,902.65
02/15/2020	40,072.50	4.000%	6,514.35	46,586.85	
08/15/2020			5,712.90	5,712.90	
09/30/2020					52,299.75
02/15/2021	42,127.50	4.000%	5,712.90	47,840.40	
08/15/2021			4,870.35	4,870.35	
09/30/2021					52,710.75
02/15/2022	44,182.50	4.000%	4,870.35	49,052.85	
08/15/2022			3,986.70	3,986.70	
09/30/2022					53,039.55
02/15/2023	46,237.50	4.250%	3,986.70	50,224.20	
08/15/2023			3,004.15	3,004.15	
09/30/2023					53,228.35
02/15/2024	48,292.50	4.250%	3,004.15	51,296.65	
08/15/2024			1,977.94	1,977.94	
09/30/2024					53,274.59
02/15/2025	50,347.50	4.375%	1,977.94	52,325.44	
08/15/2025			876.59	876.59	
09/30/2025					53,202.03
02/15/2026	40,072.50	4.375%	876.59	40,949.09	
09/30/2026					40,949.09
	351,405.00		61,201.76	412,606.76	412,606.76

BOND DEBT SERVICE

City of Shavano Park, Texas
 General Obligation Refunding Bonds, Series 2017
 Original Issue Amount: \$1,925,000
 Callable 2/15/2027 (not eligible for tax-exempt advance refunding)
 Paying Agent: Bank of Texas
 Payment Source: 100% Water

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
02/15/2019	10,000	2.000%	33,650	43,650	
08/15/2019			33,550	33,550	
09/30/2019					77,200
02/15/2020	70,000	2.000%	33,550	103,550	
08/15/2020			32,850	32,850	
09/30/2020					136,400
02/15/2021	70,000	2.000%	32,850	102,850	
08/15/2021			32,150	32,150	
09/30/2021					135,000
02/15/2022	70,000	2.000%	32,150	102,150	
08/15/2022			31,450	31,450	
09/30/2022					133,600
02/15/2023	70,000	2.000%	31,450	101,450	
08/15/2023			30,750	30,750	
09/30/2023					132,200
02/15/2024	75,000	3.000%	30,750	105,750	
08/15/2024			29,625	29,625	
09/30/2024					135,375
02/15/2025	75,000	3.000%	29,625	104,625	
08/15/2025			28,500	28,500	
09/30/2025					133,125
02/15/2026	80,000	3.000%	28,500	108,500	
08/15/2026			27,300	27,300	
09/30/2026					135,800
02/15/2027	80,000	4.000%	27,300	107,300	
08/15/2027			25,700	25,700	
09/30/2027					133,000
02/15/2028	85,000	4.000%	25,700	110,700	
08/15/2028			24,000	24,000	
09/30/2028					134,700
02/15/2029	90,000	4.000%	24,000	114,000	
08/15/2029			22,200	22,200	
09/30/2029					136,200
02/15/2030	90,000	4.000%	22,200	112,200	
08/15/2030			20,400	20,400	
09/30/2030					132,600
02/15/2031	95,000	4.000%	20,400	115,400	
08/15/2031			18,500	18,500	
09/30/2031					133,900
02/15/2032	100,000	4.000%	18,500	118,500	
08/15/2032			16,500	16,500	
09/30/2032					135,000
02/15/2033	100,000	4.000%	16,500	116,500	
08/15/2033			14,500	14,500	
09/30/2033					131,000
02/15/2034	110,000	4.000%	14,500	124,500	
08/15/2034			12,300	12,300	
09/30/2034					136,800
02/15/2035	115,000	4.000%	12,300	127,300	
08/15/2035			10,000	10,000	

BOND DEBT SERVICE

City of Shavano Park, Texas
 General Obligation Refunding Bonds, Series 2017
 Original Issue Amount: \$1,925,000
 Callable 2/15/2027 (not eligible for tax-exempt advance refunding)
 Paying Agent: Bank of Texas
 Payment Source: 100% Water

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
09/30/2035					137,300
02/15/2036	120,000	4.000%	10,000	130,000	
08/15/2036			7,600	7,600	
09/30/2036					137,600
02/15/2037	120,000	4.000%	7,600	127,600	
08/15/2037			5,200	5,200	
09/30/2037					132,800
02/15/2038	130,000	4.000%	5,200	135,200	
08/15/2038			2,600	2,600	
09/30/2038					137,800
02/15/2039	130,000	4.000%	2,600	132,600	
09/30/2039					132,600
	1,885,000		885,000	2,770,000	2,770,000

20 -WATER FUND
DEBT SERVICE

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
CAPITAL OUTLAY								
607-8000 BOND PRINCIPAL EOY	(83,908)	(85,963)	(120,963)	0	0	0	0	
607-8011 ACCRUED BOND INTEREST	(346)	0	(3,571)	0	0	0	0	
607-8012 2009 CO - PRINCIPAL	50,000	50,000	55,000	0	0	0	0	
607-8013 2009 CO - INTEREST	98,455	96,830	72,883	0	0	0	0	
607-8014 2009 GO REFUND - PRINCIPAL	33,908	35,963	35,963	36,990	36,990	36,990	40,073	
607-8015 2009 GO REFUND - INTEREST	18,772	17,724	16,556	15,279	7,963	15,279	13,830	
607-8016 2017 GO REFUNDING (2009) PR	0	0	30,000	65,000	65,000	65,000	65,000	
607-8017 2017 GO REFUNDING (2009) IN	0	0	10,215	70,288	37,600	70,288	68,163	
607-8020 BOND UNAMORTIZED LOSS	2,693	2,693	2,027	0	0	0	0	
607-8030 BOND AGENT FEES	0	150	150	150	0	200	150	
607-8035 BOND ISSUANCE COSTS	0	0	76,349	0	0	0	0	
TOTAL CAPITAL OUTLAY	119,575	117,397	174,609	187,707	147,553	187,757	187,215	
TOTAL DEBT SERVICE	119,575	117,397	174,609	187,707	147,553	187,757	187,215	
TOTAL EXPENDITURES	882,261	994,798	1,262,499	1,069,890	874,415	1,051,276	894,299	
	=====	=====	=====	=====	=====	=====	=====	=====
REVENUE OVER/(UNDER) EXPENDITURES	(30,219)	(144,058)	(316,462)	0	(124,925)	(139,800)	(0)	
	=====	=====	=====	=====	=====	=====	=====	=====

CITY OF SHAVANO PARK

2018/2019 PROPOSED WATER FUND EQUIPMENT REPLACEMENT SCHEDULE

	Year Model	Estimated Replacement Cost	Estimated Scheduled Year To Replace	Total Life (yrs)	Designated Balance Thru 09/30/2018	Proposed Additional Funding 09/30/2019	Designated Additional Future Yrs Funding	Total Designated Balance
<u>Meter Replacement Program</u>								
706 meters at \$214	various	\$ 151,084	various	10	\$ 92,718	\$ 5,724	\$ 50,674	\$ 151,084
<u>Water Distribution System</u>								
	various	TBD	unknown		\$ -	\$ -	\$ -	\$ -
<u>Vehicles/Equipment</u>								
Bobcat Skid-Steer Loader (\$50,000 - 50/50)	1999	\$ 25,000	2019	15	\$ 25,000	\$ -	\$ -	\$ 25,000
Case Backhoe (\$66,100 - 50/50)	2017	33,050	2042	25	473	1,357	31,220	33,050
Public Works Director Truck (\$40,000 - 50/50)	2021	20,000	2020	15	473	7,527	12,000	20,000
Vactron	2017	60,000	2047	30	2,473	959	56,568	60,000
F250 Ford Utility Truck #1	2014	40,000	2029	15	1,473	3,502	35,025	40,000
Ford F350 Flatbed/Tilt Bed '08 (3492) (\$60,000 - 50/50)	2001	30,000	2031	30	1,973	2,156	25,871	30,000
Chevrolet Silverado HD3500 (2283) (\$45,000 50/50)	2013	22,500	2028	15	2,766	1,973	17,761	22,500
5 yd International Dump Truck (\$80,000, 50/50)	2006	40,000	2031	25	4,473	2,733	32,794	40,000
Ingersol Rand Air Compressor	2006	8,000	2026	20	1,473	816	5,711	8,000
SCADA System Main	2017	235,000	2037	20	27,930	10,354	196,716	235,000
Vehicle/Equipment Sub Totals		\$ 513,550			\$ 68,507	\$ 31,377	\$ 413,666	\$ 513,550
<u>General Buildings</u>								
PW/W Shop	UNK	\$ 150,000					150,000	150,000
Vehicle Covered Parking	2017	\$ 10,000					10,000	10,000
PW/W Administration Building	2015	\$ 150,000					150,000	150,000
<u>Huebner Plant</u>								
Electric Panel	2013	\$ 20,000	2028	15				
500K Gallon Ground Storage Tank								
Repaint	2013	50,000	2023	10				
New construction \$750,000	1992							
Cathodic Protection	UNK	15,000		30				
60 HP Booster Pump/motor #1	2013	18,000	2023	10				
60 HP Booster Pump/motor #2	2013	18,000	2023	10				
125 HP Booster Pump/motor	2013	20,000	2023	10				
VFD Yaskawa P7 #1	2013	12,000	2028	15				
VFD Yaskawa P7 #2	2013	12,000	2028	15				
VFD Yaskawa P7 #3	2013	12,000	2028	15				
AC Unit	2013	5,000	2023	10				
Drive Shaft Motor (Detroit)	1992	25,000	2017	25				
Huebner Plant- Equipment subtotal		\$ 207,000			\$ 125,914	\$ 3,754	\$ 77,332	\$ 207,000
VFD Building	2013	\$ 10,000	2063	50	-	-	10,000	10,000
Fence	1992	10,000	2042	50	-	-	10,000	10,000
Huebner Plant- total		\$ 227,000			\$ 125,914	\$ 3,754	\$ 97,332	\$ 227,000

CITY OF SHAVANO PARK

2018/2019 PROPOSED WATER FUND EQUIPMENT REPLACEMENT SCHEDULE

	Year Model	Estimated Replacement Cost	Estimated Scheduled Year To Replace	Total Life (yrs)	Designated Balance Thru 09/30/2018	Proposed Additional Funding 09/30/2019	Designated Additional Future Yrs Funding	Total Designated Balance
Well #1								
Elevated Storage Tank (150K Gallons) (new \$450,000)								
Repaint, cost saving to paint vs replace	2016	\$ 200,000	2046	30				
Cathodic Protection	2016	15,000	2046	30				
Ground Storage Tank (110K Gallons) (new \$110,000)								
Repaint, cost saving to paint vs replace	2010	50,000	2030	20				
Cathodic Protection	2017	12,000	2047	30				
20 HP Goulds booster pump/motor - #1	2017	6,000	2027	10				
20 HP Goulds booster pump/motor - #2	2018	6,000	2028	10				
VFD Yaskawa iQ1000 #1	2016	8,000	2026	10				
VFD Yaskawa iQ1000 #2	2016	8,000	2026	10				
Electric Panel	2013	15,000	2028	15				
Mioxx System								
2 - 100 gallon filter tanks	2013	15,000	2033	20				
mioxx - cells and all cabinet components	2013	15,000	2023	10				
Chlorine tank	2013	500	2028	15				
Air compressor to actuate the sand filter valves	2018	400	2028	10				
chlorine pump #1 - New	2017	5,500	2027	10				
Chlorine Pump #2 - refurbished	2017	5,500	2027	10				
Kinetico water softener	2013	3,000	2023	10				
Chiller	2013	1,500	2018	5				
Turbidity Meter	2013	1,000	2018	5				
Sand Filters	2013	100,000	2033	20				
Sand Filters - media	2016	10,000	2019	3				
Back Wash Filters	2013	5,000	2033	20				
Back Wash Tank	2013	25,000	2053	40				
Well #1 - Open hole		15,000						
Well #1 Equipment subtotal		\$ 522,400			\$ 112,110	\$ 13,463	\$ 396,827	\$ 522,400
Mioxx Building	2013	\$ 20,000	2113	100			\$ 20,000	\$ 20,000
Chlorine Bulk storage building	2017	10,000	2117	100			10,000	10,000
Drying Beds	2017	8,000	2117	100			8,000	8,000
Verizon Building	1990	20,000	2090	100			20,000	20,000
Green Shed	1980	10,000	2080	100			10,000	10,000
Fence	2018	16,000	2048	30			16,000	16,000
Well #1 total		\$ 606,400			\$ 112,110	\$ 13,463	\$ 480,827	\$ 606,400

CITY OF SHAVANO PARK
2018/2019 PROPOSED WATER FUND EQUIPMENT REPLACEMENT SCHEDULE

	Year Model	Estimated Replacement Cost	Estimated Scheduled Year To Replace	Total Life (yrs)	Designated Balance Thru 09/30/2018	Proposed Additional Funding 09/30/2019	Designated Additional Future Yrs Funding	Total Designated Balance
Well #5								
Electric Panel	2005	\$ 15,000	2020	15				
Pump and Motor (All components in the well)	2014	35,000	2018	10				
Chlorine Equipment								
Scales	2014	2,200	2024	10				
Regulator	2018	1,000	2028	10				
Injector	2018	500	2028	10				
Pump	2014	1,200	2024	10				
Leak Detector	2014	500	2024	10				
Meter	2017	1,500	2027	10				
Well #5 Equipment subtotal		\$ 56,900			\$ 4,340	\$ 1,897	\$ 50,663	\$ 56,900
Chlorine Building	2014	\$ 5,000	2064	50			5,000	5,000
Fence	1990	3,000	2040	50			3,000	3,000
Well #5 total		\$ 64,900			\$ 4,340	\$ 1,897	\$ 58,663	\$ 64,900
Well #6								
Electric Panel	2005	\$ 15,000	2025	20				
Pump and Motor (All components in the well)	2018	35,000	2028	10				
Chlorine Equipment								
Scales	2014	2,200	2024	10				
Regulator	2014	1,000	2024	10				
Injector	2014	500	2024	10				
Pump	2014	1,200	2024	10				
Leak Detector	2014	500	2024	10				
Meter	2017	1,500	2027	10				
Well #6 Equipment subtotal		\$ 56,900			\$ 16,095	\$ 1,845	\$ 38,960	\$ 56,900
Chlorine Building	2006	\$ 5,000	2056	50			5,000	5,000
Fence	1995	500	2045	50			500	500
Well #6 total		\$ 62,400			\$ 16,095	\$ 1,845	\$ 44,460	\$ 62,400

CITY OF SHAVANO PARK
2018/2019 PROPOSED WATER FUND EQUIPMENT REPLACEMENT SCHEDULE

	Year Model	Estimated Replacement Cost	Estimated Scheduled Year To Replace	Total Life (yrs)	Designated Balance Thru 09/30/2018	Proposed Additional Funding 09/30/2019	Designated Additional Future Yrs Funding	Total Designated Balance
Well #7								
Electric Panel	1983	\$ 15,000	2003	20				
Pump and Motor (All components in the well)								
Pump	1999	55,000	2019	20				
250 HP Motor	1999	25,000	2019	20				
Misc components	1999	20,000	2019	20				
Chlorine Equipment								
Scales	2018	2,200	2028	10				
Regulator	2017	1,000	2027	10				
Injector	2017	500	2027	10				
Pump	2018	1,200	2028	10				
Leak Detector	2013	500	2023	10				
Meter	UNK	5,000		10				
Well #7 Equipment subtotal		\$ 125,400			\$ 24,828	\$ 5,029	\$ 95,543	\$ 125,400
Well House	1983	\$ 10,000	2033	50			10,000	10,000
Chlorine Building	2007	5,000	2057	50			5,000	5,000
Fence	1983	5,000	2033	50			5,000	5,000
Well #7 total		\$ 145,400			\$ 24,828	\$ 5,029	\$ 115,543	\$ 145,400
Well #8								
Electric Panel	2007	\$ 15,000	2027	20				
VFD	2007	15,000	2022	15				
Pump and Motor (All components in the well)								
Pump	1983	55,000	2003	20				
250 HP Motor	2010	25,000	2030	20				
Misc Components	1983	20,000	2003	20				
Chlorine Equipment								
Scales	2017	2,200	2027	10				
Regulator	2013	1,000	2023	10				
Injector	2013	500	2023	10				
Pump	2018	1,200	2028	10				
Leak Detector	2013	500	2023	10				
Meter	2017	5,000	2027	10				
Drive Shaft Motor (John Deere)	2010	25,000	2030	20				
Well #8 Equipment subtotal		\$ 165,400			\$ 52,965	\$ 5,622	\$ 106,813	\$ 165,400
Well House	1983	\$ 10,000	2033	50			10,000	10,000
Chlorine Building	2007	5,000	2057	50			5,000	5,000
Fence	1983	12,000	2033	50			12,000	12,000
Well #8 total		\$ 192,400			\$ 52,965	\$ 5,622	\$ 133,813	\$ 192,400

CITY OF SHAVANO PARK

2018/2019 PROPOSED WATER FUND EQUIPMENT REPLACEMENT SCHEDULE

	Year Model	Estimated Replacement Cost	Estimated Scheduled Year To Replace	Total Life (yrs)	Designated Balance Thru 09/30/2018	Proposed Additional Funding 09/30/2019	Designated Additional Future Yrs Funding	Total Designated Balance
Well #9								
Electric Panel	2013	\$ 20,000	2033	20				
Pump and Motor (All components in the well)	2017	65,000	2027	10				
Meter	2017	3,000	2027	10				
		Well #9 Equipment subtotal			\$ 23,292	\$ 3,235	\$ 61,473	\$ 88,000
Fence	2014	20,000	2064	50			20,000	20,000
		Well #9 total			\$ 23,292	\$ 3,235	\$ 81,473	\$ 108,000
		TOTAL			\$ 520,769	\$ 71,946	\$ 1,786,451	\$ 2,381,134

72 -WATER CAPITAL REPLACEMENT

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
REVENUES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
NON-DEPARTMENTAL								
=====								
TRANSFERS IN								
72-599-8010 INTEREST INCOME	0	0	0	0	0	0	0	_____
72-599-8020 TRANSFER FROM WATER FUND	0	0	0	109,487	109,487	109,487	71,946	_____
72-599-8099 FUND BALANCE RESERVE	0	0	0	33,268	0	0	0	_____
TOTAL TRANSFERS IN	0	0	0	142,755	109,487	109,487	71,946	_____
<hr/>								
TOTAL NON-DEPARTMENTAL	0	0	0	142,755	109,487	109,487	71,946	
<hr/>								
TOTAL REVENUES	0	0	0	142,755	109,487	109,487	71,946	
	=====	=====	=====	=====	=====	=====	=====	=====

72 -WATER CAPITAL REPLACEMENT
WATER DEPARTMENT

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
CONTRACTUAL								
606-4050 VEHICLE PURCHASE	0	0	0	0	0	0	0	
TOTAL CONTRACTUAL	0	0	0	0	0	0	0	
CAPITAL OUTLAY								
606-8060 CAPITAL - EQUIPMENT	0	0	0	0	0	0	0	
606-8087 WATER METER REPLACEMENT	0	0	0	37,048	0	37,048	0	
TOTAL CAPITAL OUTLAY	0	0	0	37,048	0	37,048	0	
INTERFUND TRANSFERS								
606-9020 TRANSFER TO WATER UTILITY	0	0	0	0	0	25,300	28,780	
SKID STEER (50/50) 0	0.00							12,240
MINI EXCAVATOR (50/50) 0	0.00							12,760
WATER METER REPLACEMENT 0	0.00							3,780
TOTAL INTERFUND TRANSFERS	0	0	0	0	0	25,300	28,780	
TOTAL WATER DEPARTMENT	0	0	0	37,048	0	62,348	28,780	
TOTAL EXPENDITURES	0	0	0	37,048	0	62,348	28,780	
REVENUE OVER/(UNDER) EXPENDITURES	0	0	0	105,707	109,487	47,139	43,166	
OTHER FINANCING SOURCES & USES								
OTHER SOURCES								
72-599-9010 TRANSFER FROM GENERAL FUND	0	0	0	0	0	0	0	
TOTAL OTHER SOURCES	0	0	0	0	0	0	0	
TOTAL OTHER SOURCES & USES	0	0	0	0	0	0	0	
REVENUE & OTHER SOURCES OVER/ (UNDER) EXPENDITURES & OTHER (USES)	0	0	0	105,707	109,487	47,139	43,166	

70 - GENERAL CAPITAL IMPROVEMENT / REPLACEMENT FUND

Fund Description. The General Capital Improvement / Replacement Fund is used to account for the acquisition and/or replacement of larger capital items and projects, such as fire equipment, police patrol vehicles, street reconstruction and drainage projects. Funds are set aside from either current revenues or from unassigned fund balance per the fund balance policy adopted in October 2011 and are designated during the budget process for future use. At the discretion of City Council unassigned general fund balance is considered for capital projects and equipment when the unassigned general fund balance is more than 50 percent of the budgeted expenditures.

Funds are prioritized generally by cost and projected purchase date. As a large capital purchase nears its scheduled date of replacement or purchase, funds are prioritized for the expenditure. For example, the replacement schedule has scheduled one of the City's two Fire Engines to be replaced in 2020. By 2020, this apparatus will be 20 years old and will require either replacement or refurbishment at considerable cost. This budget transfers in \$136,106 for Fire to help offset future costs for the apparatus and all other Fire Department capital equipment. The buildup of the Capital Improvement / Replacement Fund will allow the City to make the required improvements / replacements conceivably in the year required without acquiring additional debt.

Fund Purpose. The purpose of this fund is to spread out the burdensome costs of capital items over a number of budget cycles. This allows the City to maintain a balanced budget from year-to-year even when large capital expenditures are required or allows the purchase of required equipment in a down revenue year.

Fund Changes. This budget includes \$230,756 in transfers (across all departments) from the General Fund for future capital improvement and vehicle/equipment replacement. The amounts are based upon the current equipment replacement schedule located on pages 117 and 118. Additionally, the budget includes a transfer of \$5,000 of projected Development Fees for future drainage projects. A "transfer-in" is shown in General Fund revenues to offset the expenditures and a correlating "transfer-out" in the respective funds.

Equipment Replacement: This category includes expensive and long-lasting equipment and vehicles such as Fire Engines and Public Works utility vehicles. A listing of this equipment and its replacement schedule are included in the Equipment Replacement schedule on pages 114 and 115.

Street Maintenance: Such projects include construction or major redevelopment of the current streets in the City. Anticipated requirements include the repair of deteriorating streets in the old section of Shavano Park (Saddletree Road, Shavano Drive, and Fawn Drive), as well as the future resurfacing DeZavala Road, and Lockhill Selma Road.

Drainage Projects: Such projects include several drainage channels throughout the City that have been identified as known problem areas. This money is available for future budget years so that the City can address needed drainage projects without upsetting the annual balanced budget.

Town Plan Items: These projects are special items identified in the 2010 Town Plan: NW Military Highway Expansion, Hike and Bike Trails and the Municipal Tract.

- NW Military Highway. Funds are programmed to offset costs associated with the planned improvement of NW Military Highway in the year 2020. There are no planned expenditures under this category this budget year.
- Sidewalks / Pathways. Funds are projected for use in establishing an access point to the Salado Creek trail way or other potential sidewalk projects. There are no planned expenditures under this category this budget year.
- Muni-tract. Funds are set aside for any future improvements to the Municipal Tract. There are no planned expenditures under this category this budget year.

70 - GENERAL CAPITAL IMPROVEMENT/REPLACEMENT FUND

	FY 2017-18 AMENDED BUDGET	FY 2018-19 CITY COUNCIL PROPOSED BUDGET	DIFFERENCE BETWEEN AMENDED AND PROPOSED
ADMIN	\$ 93,000	\$ 175,036	
PW	116,997	203,934	
FIRE	1,221,615	1,488,987	
STREETS	250,000	250,000	
DRAINAGE	1,497,484	1,375,412	
NW MILITARY	25,000	25,000	
MUNICIPAL TRACT	26,030	-	**
SIDEWALK PATHWAYS	35,000	35,000	
UNDESIGNATED	10,117	-	
TOTAL BEGINNING FUND BALANCE	\$ 3,275,243	\$ 3,553,369	
REVENUES AND OTHER SOURCES TOTAL	\$ 642,635 *	\$ 265,756 *	\$ (376,879)
EXPENDITURES AND OTHER USES TOTAL	364,509	1,052,690	\$ 688,181
TOTAL REVENUES AND OTHER SOURCES MORE/(LESS) THAN EXPENDITURES AND OTHER USES	\$ 278,126	\$ (786,934)	
ENDING FUND BALANCE, PROJECTED BUDGET	\$ 3,553,369	\$ 2,766,435	

* Does not include budgeted use of \$60,568 and \$786,934, respectively, of fund balance to cover expenditures.

** Based on current projections and work schedules, the City expects to have approximately \$15,330 unspent from FY 2018 - 19

CITY OF SHAVANO PARK

2018/2019 CITY COUNCIL PROPOSED GENERAL FUND EQUIPMENT REPLACEMENT SCHEDULE

	Year Model	Estimated Replacement Cost	Estimated Scheduled Year To Replace	Total Life (yrs)	Designated Balance At 09/30/2018	Council Proposed FY 2018-19 Funding 09/30/2019	Designated Additional Future Yrs Funding	Total Designated Balance
Administrative								
Upgrade - Incode to Invision	Future	\$ 60,000	2020	5	\$ 30,500	\$ 14,000	\$ 15,500	\$ 60,000
Application Server	2012	13,000	2023	7	4,666	4,166	4,168	13,000
Email Server	2015	13,000	2023	7	2,583	2,083	8,334	13,000
Firewall Server	2013	7,000	2019	7	7,000	-	-	7,000
Windows 7 - end of life								
Hardware upgrade - 9 devices @ \$1,700 each	Various	15,300	2020	5	-	7,650	7,650	15,300
A/C Units - City Hall (4)	2001	40,000	Varies	15	40,000	-	-	40,000
A/C Units - City Hall (3)	2017	16,000	2020	15	1,333	1,333	13,334	16,000
A/C Units - City Hall (1)	2018	8,000	2028	10	-	800	7,200	8,000
City Hall Roof (Replace in FY 2018-19)	2001	95,000	2019	20	81,954	13,046	-	95,000
City Hall Sprinkler System & Emergency Lighting (Lighting done FY 2017-18)		8,000	TBD		-	-	8,000	8,000
Emergency Mgmt/Backup Power Supply/Auxiliary Power Unit (CH w/Crime Control)		25,000	2020		7,000	9,000	9,000	25,000
Sub Totals		\$ 300,300			\$ 175,036	\$ 52,078	\$ 73,186	\$ 300,300
Public Works								
Ford F150 Pickup (2454) (Replace in FY 2018-19)	1996	\$ 40,000	2019		\$ 40,000	\$ -	\$ -	\$ 40,000
Ford F350 Flatbed/Tilt Bed '08 (3492) (\$60,000 - 50/50)	2001	30,000	2026	6	30,000	-	-	30,000
Ford XL F350 Pickup/Lift Gate (0612)	2008	36,000	2020	9	30,779	2,611	2,610	36,000
Chevrolet Silverado HD3500 (2283) (\$45,000 - 50/50)	2013	22,500	2028	15	27,130	(4,630)	-	22,500
Hotsy 225 Gallon Tank/Washer/Trailer (0193)	2009	10,000	2023	10	10,000	-	-	10,000
Bobcat Skid-Steer Loader (\$50,000 - 50/50)	1999	25,000	2019	15	25,000	-	-	25,000
Morbark 2070 XL Brush Chipper (0134)	2001	18,100	2020	5	18,100	-	-	18,100
Beaver Chipper, 4"	2012	19,000	2027	15	-	2,111	16,889	19,000
Roller (ASCO)	2016	27,000	2031	15	1,800	1,800	23,400	27,000
Trailer (Magnum) for roller	2016	9,000	2024	8	1,125	1,125	6,750	9,000
Gravely Mower Rapid XZ	2012	12,500	2020	10	-	-	12,500	12,500
Case Backhoe (\$66,100 - 50/50)	2017	33,050	2042	25	-	1,322	31,728	33,050
Crack Seal Machine - Trailer Mounted - CL200 Cimline	2017	50,000	2033	15	-	3,333	46,667	50,000
Zero turning mower Maxtorque 898cc	2017	12,000	2023	5	-	2,400	9,600	12,000
Public Works Director Truck (\$40,000 - 50/50)	Future	20,000	2021	7	-	10,000	10,000	20,000
5 yd International Dump Truck (\$80,000, 50/50)	2006	40,000	2031	25	20,000	10,000	10,000	40,000
Backup Power Supply/Auxiliary Power Unit (\$50,000, joint with SPFD)	Future	25,000	2021	TBD	-	12,500	12,500	25,000
Sub Totals		\$ 429,150			\$ 203,934	\$ 42,572	\$ 182,644	\$ 429,150

CITY OF SHAVANO PARK
2018/2019 CITY COUNCIL PROPOSED GENERAL FUND EQUIPMENT REPLACEMENT SCHEDULE

	Year	Estimated Replacement Cost	Estimated Scheduled Year To Replace	Total Life (yrs)	Designated Balance At 09/30/2018	Council Proposed FY 2018-19 Funding 09/30/2019	Designated Additional Future Yrs Funding	Total Designated Balance
	Model							
Fire Department								
Hallmark Trailer-Wells Cargo (1086)	2004	\$ 8,000	2032	10	\$ 6,500	\$ 1,500	\$ -	\$ 8,000
Ambulance (4617)	2017	180,000	2027	10	-	18,000	162,000	180,000
Chevy/Frazer EMS 2 Amb (7345)	2007	sold			-	-	-	-
Ambulance (FY 2017-18 purchase)	2018	180,000	2028	10	-	-	180,000	180,000
Hall-Mark Fire Apparatus E-One Typhon Pumper (7377)	2012	700,000	2033	20	288,024	32,045	379,931	700,000
Ferrara/Spartan Fire Tk Pumper (2511)	2000	800,000	2020	20	801,874	-	(1,874)	800,000
Ford F350 Pickup (5691)	2010	35,000	2020	10	24,500	3,500	7,000	35,000
Ford F550 Fire Brush Truck (5797)	2010	86,000	2026	15	42,203	5,475	38,322	86,000
Chevy Tahoe LS - Command 1752	2014	35,000	2025	10	10,500	3,500	21,000	35,000
Scag Mower (9300006)	2005	5,000	2020	15	5,000	-	-	5,000
Max Air Trailer Mounted Breathing Air System Complete (Rehabbed)	2005/17	20,000	2037	20	(0)	-	20,000	20,000
Communication System (hand held/mobile mounted radios) 800mHZ (44 units)	2012	150,000	2022	10	94,122	626	55,252	150,000
Cardiac Monitor-Defibrillator	2012	35,000	2022	10	15,950	6,350	12,700	35,000
Cardiac Monitor-Defibrillator	2012	35,000	2022	10	15,950	6,350	12,700	35,000
Stryker - Stretchers - spare unit - not to be replaced	2006	-	2016	10	-	-	-	-
Stryker - Stretchers - Planned Sale FY 2018-19	2006	-	2016	10	-	-	-	-
Stryker - Stretcher, new FY 2016-2017	2017	18,000	2027	10	1,800	1,800	14,400	18,000
Stryker - Stretcher, new FY 2017-2018	2018	18,000	2028	10	-	1,800	16,200	18,000
Roof on Living Quarters	Unknown	20,000	2018	50	-	-	20,000	20,000
SCBA (14) ~ \$9,090 each (Jan 2018 \$9,700 ea)	Unknown	135,800	2019	15	135,975	(175)	-	135,800
Thermal Imaging Cameras (will not be replaced)	Unknown	-	2017	7	-	-	-	-
Thermal Imaging Cameras(will not be replaced)	Unknown	-	2017	7	-	-	-	-
Thermal Imaging Cameras (New FY 2016-17)	2017	10,000	2024	7	1,428	1,428	7,144	10,000
Thermal Imaging Cameras (New FY 2016-17)	2017	10,000	2024	7	1,428	1,428	7,144	10,000
Mobile Computers (13)	Various	39,000	Various	7	-	7,800	31,200	39,000
A/C systems (Bays 1 5-ton split unit)	2010	10,000	2020	10	10,000	-	-	10,000
A/C systems (Living Quarters 2 5-ton units)	2000	10,000	2010	10	10,000	-	-	10,000
Zoll Auto Pulse (1)	2012	18,000	2022	10	18,000	-	-	18,000
Zoll Auto Pulse (1)	2012	18,000	2022	10	4,500	4,500	9,000	18,000
Generac Emergency Generator 25KW (Gas)(Bay Doors & Radios)	2015	25,000	2035	20	2,500	1,250	21,250	25,000
Amkus Rescue Tool Complete	2006	25,000	2021	15	10,500	7,250	7,250	25,000
Skyline 40LB Extractor	2004	10,000	2024	20	2,858	1,429	5,713	10,000
StairPro Stair Master (1)	2006	4,500	2020	15	2,250	1,125	1,125	4,500
StairPro Stair Master (1)	2006	4,500	2021	15	1,125	1,125	2,250	4,500
Communication System (Radio Repeater Complete) VHF	1990	48,500	Various	30	(18,000)	18,000	48,500	48,500
Backup Power Supply/Auxiliary Power Unit (\$50,000, joint with SPPW)	Future	25,000	2021	TBD	-	10,000	15,000	25,000
Sub Totals		\$ 2,718,300			\$ 1,488,987	\$ 136,106	\$ 1,093,207	\$ 2,718,300
Total Capital Replacement Funds		\$ 3,447,750			\$ 1,867,957	\$ 230,756	\$ 1,349,036	\$ 3,447,750

70 -CAPITAL REPLACEMENT FUND

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
REVENUES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
OTHER SOURCES								
=====								
TRANSFERS IN								
70-599-8010 INTEREST INCOME	109	213	10,117	13,000	28,133	34,926	30,000	
70-599-8020 TRF IN - GENERAL FUND	351,406	1,905,486	251,032	629,635	570,195	570,195	235,756	
ADMINISTRATION 0	0.00							52,078
FIRE VEHICLES/EQUIPMENT 0	0.00							136,106
PUBLIC WORKS VEHICLES/E 0	0.00							42,572
DRAINAGE DEVELOPMENT 0	0.00							5,000
70-599-8026 TRF IN - CRIME CONTROL FUND	37,241	0	0	0	0	0	0	
70-599-8099 FUND BALANCE RESERVE	0	0	0	60,568	0	0	786,934	
TOTAL TRANSFERS IN	388,757	1,905,699	261,149	703,203	598,328	605,121	1,052,690	
<hr/>								
TOTAL OTHER SOURCES	388,757	1,905,699	261,149	703,203	598,328	605,121	1,052,690	
<hr/>								
TOTAL REVENUES	388,757	1,905,699	261,149	703,203	598,328	605,121	1,052,690	
	=====	=====	=====	=====	=====	=====	=====	=====

CITY OF SHAVANO PARK
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2018

70 -CAPITAL REPLACEMENT FUND
COUNCIL

				(----- 2017-2018 -----)			(----- 2018-2019 -----)	
EXPENDITURES	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
CONTRACTUAL								
600-4010 TP - NW MILITARY HWY	0	0	0	0	0	0	0	
600-4020 TP - MUNI TRACT DEVELOPMENT	0	0	0	0	0	0	0	
MUNICIPAL TRACT-SURVEY 0	0.00							0
600-4030 TP - HIKE AND BIKE TRAILS	0	0	0	0	0	0	0	
TOTAL CONTRACTUAL	0	0	0	0	0	0	0	
TOTAL COUNCIL	0	0	0	0	0	0	0	

70 -CAPITAL REPLACEMENT FUND
ADMIN

				(----- 2017-2018 -----)			(----- 2018-2019 -----)	
EXPENDITURES	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
CAPITAL OUTLAY								
601-8080 CAPITAL IMPROVEMENTS	0	0	0	0	0	0	15,330	
MUNICIPAL TRACT	0	0.00						15,330
601-8081 CAPITAL - BUILDING	0	0	0	0	0	0	103,000	
CITY HALL ROOF REPLACEM	0	0.00						95,000
CITY HALL HVAC	1	8,000.00						8,000
TOTAL CAPITAL OUTLAY	0	0	0	0	0	0	118,330	
<hr/>								
INTERFUND TRANSFERS								
601-9010 TRANSFER TO - GENERAL FUND	0	0	7,684	52,030	21,019	31,130	0	
REPLACE (2) AC UNIT CIT	0	0.00						0
ELECTRICAL UPGRADE -MUN	0	0.00						0
ENVIRONMENT FRIENDLY PA	0	0.00						0
TOTAL INTERFUND TRANSFERS	0	0	7,684	52,030	21,019	31,130	0	
<hr/>								
TOTAL ADMIN	0	0	7,684	52,030	21,019	31,130	118,330	

70 -CAPITAL REPLACEMENT FUND
PUBLIC WORKS

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
CAPITAL OUTLAY								
603-8050 CAPITAL - VEHICLES	0	0	0	0	0	0	40,000	
PW CREW TRUCK	0	0.00						40,000
603-8060 CAPITAL - EQUIPMENT	0	0	0	0	0	0	29,060	
SKID STEER (50/50)	0	0.00						12,240
MINI EXCAVATOR (50/50)	0	0.00						16,820
603-8080 CAPITAL-IMPROVEMENT PROJECT	0	0	0	120,008	47,664	118,976	729,500	
DRAINAGE PROJECTS	0	0.00						729,500
603-8081 CAPITAL - BUILDING	0	0	0	0	0	0	0	
TOTAL CAPITAL OUTLAY	0	0	0	120,008	47,664	118,976	798,560	
INTERFUND TRANSFERS								
603-9010 TRANSFER TO - GENERAL FUND	0	0	48,455	37,500	32,802	32,802	0	
ENGINEERING SERVICES DR	0	0.00						0
ZERO TURN RADIUS MOWER	0	0.00						0
TOTAL INTERFUND TRANSFERS	0	0	48,455	37,500	32,802	32,802	0	
TOTAL PUBLIC WORKS	0	0	48,455	157,508	80,466	151,778	798,560	

70 -CAPITAL REPLACEMENT FUND
FIRE

				(----- 2017-2018 -----)			(----- 2018-2019 -----)	
EXPENDITURES	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
CAPITAL OUTLAY								
604-8040 CAPITAL - PPE EQUIPMENT	0	0	0	0	0	0	135,800	
SCBA REPLACEMENTS 0	0.00						135,800	
TOTAL CAPITAL OUTLAY	0	0	0	0	0	0	135,800	
<hr/>								
INTERFUND TRANSFERS								
604-9010 TRANSFER TO - GENERAL FUND	0	4,000	244,481	154,971	41,347	154,971	0	
AMBULANCE REPLACEMENT 0	0.00							0
STRETCHER 0	0.00							0
TOTAL INTERFUND TRANSFERS	0	4,000	244,481	154,971	41,347	154,971	0	
<hr/>								
TOTAL FIRE	0	4,000	244,481	154,971	41,347	154,971	135,800	

70 -CAPITAL REPLACEMENT FUND
POLICE

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
CONTRACTUAL								
605-4020 PATROL VEHICLE	20,000	0	0	0	0	0	0	
CODE ENFORCEMENT TRUCK 0	0.00							0
TOTAL CONTRACTUAL	20,000	0	0	0	0	0	0	
INTERFUND TRANSFERS								
605-9018 TRF TO CRIME CONTROL DIST.	0	148,782	0	0	0	0	0	
TOTAL INTERFUND TRANSFERS	0	148,782	0	0	0	0	0	
TOTAL POLICE	20,000	148,782	0	0	0	0	0	
TOTAL EXPENDITURES	20,000	152,782	300,620	364,509	142,832	337,879	1,052,690	
	=====	=====	=====	=====	=====	=====	=====	=====
REVENUE OVER/ (UNDER) EXPENDITURES	368,757	1,752,917	(39,471)	338,694	455,496	267,242	0	
	=====	=====	=====	=====	=====	=====	=====	=====

40 -CRIME CONTROL DISTRICT

	FY 2017-18 AMENDED BUDGET	FY 2018-19 CITY COUNCIL PROPOSED BUDGET	DIFFERENCE BETWEEN AMENDED AND PROPOSED
BEGINNING FUND BALANCE	\$ 690,370	\$ 559,542	
REVENUE AND OTHER SOURCES TOTAL	\$ 123,009 *	\$ 121,000	\$ (2,009)
EXPENDITURES AND OTHER USES TOTAL	\$ 253,837	\$ 84,565	\$ (169,272)
TOTAL REVENUES AND OTHER SOURCES OVER (LESS) THAN EXPENDITURES AND OTHER USES	\$ (130,828)	\$ 36,435	\$ 167,263
ENDING FUND BALANCE, PROJECTED BUDGET	\$ 559,542	\$ 595,977	

Included in above ending fund balance amount:

Planned Equipment Replacement	\$ 300,278	\$ 440,395
-------------------------------	------------	------------

* Does not include budgeted use of \$130,328 of fund balance to cover expenditures.

Capital and non-capital purchases budgeted with Crime Control District funds for the Fire and Police Departments will be expended from the Crime Control District Fund, at the suggestion of the City's Auditor. Larger items include replacing the duty handguns \$25,000, replacing 4 mobile data terminals \$25,000 and Tasers \$9,265.

\$ 73,765

Adopted operating expenditures are included for training, National Night Out supplies, and Neighborhood Watch Signs/Supplies

\$ 10,800

CITY OF SHAVANO PARK
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2018

40 -CRIME CONTROL DISTRICT

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
REVENUES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
NON-DEPARTMENTAL								
=====								
TAXES								
40-599-1050 SALES - CRIME CONTROL DIST	97,040	98,423	109,944	115,009	85,548	104,000	115,000	_____
TOTAL TAXES	97,040	98,423	109,944	115,009	85,548	104,000	115,000	_____
MISC./GRANTS/INTEREST								
40-599-7085 POLICE DEPT - DONATIONS	500	0	0	0	0	0	0	_____
TOTAL MISC./GRANTS/INTEREST	500	0	0	0	0	0	0	_____
TRANSFERS IN								
40-599-8005 INTEREST INCOME	65	67	2,582	8,000	6,185	7,650	6,000	_____
40-599-8070 TRF IN - CAPITAL FUND	0	148,782	0	0	0	0	0	_____
40-599-8090 PRIOR PERIOD ADJUSTMENT	21,132	0	0	0	0	0	0	_____
40-599-8099 FUND BALANCE RESERVE	0	0	0	130,828	0	0	0	_____
TOTAL TRANSFERS IN	21,197	148,849	2,582	138,828	6,185	7,650	6,000	_____
<hr/>								
TOTAL NON-DEPARTMENTAL	118,736	247,272	112,526	253,837	91,732	111,650	121,000	
<hr/>								
TOTAL REVENUES	118,736	247,272	112,526	253,837	91,732	111,650	121,000	=====
	=====	=====	=====	=====	=====	=====	=====	=====

40 -CRIME CONTROL DISTRICT
FIRE DEPARTMENT

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
CAPITAL OUTLAY								
604-8012 NON-CAPITAL - FIREARMS/TASE	0	0	0	0	0	0	625	
TASER PROGRAM - YEAR 2 0	0.00							625
TOTAL CAPITAL OUTLAY	0	0	0	0	0	0	625	
INTERFUND TRANSFERS								
604-9011 TRANSFER OUT - GENERAL FUND	0	0	0	6,612	6,612	6,612	0	
0	0.00							0
TOTAL INTERFUND TRANSFERS	0	0	0	6,612	6,612	6,612	0	
604-9011 TRANSFER OUT - GENERAL FUN	CURRENT YEAR NOTES:							
	Additional year 2-5 will be funded at \$624.00 for the Taser only							
TOTAL FIRE DEPARTMENT	0	0	0	6,612	6,612	6,612	625	

40 -CRIME CONTROL DISTRICT
POLICE DEPARTMENT

				(----- 2017-2018 -----)	(----- 2018-2019 -----)				
EXPENDITURES		2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
SERVICES									
605-3030 TRAINING/EDUCATION		173	2,042	1,987	2,500	2,241	2,500	5,300	
TAPEIT	0	0.00							1,400
TEEX -VARIOUS CLASSES	10	200.00							2,000
Midwest Radar Officer C	0	0.00							600
CHIEF LEADERSHIP TRAINI	0	0.00							1,300
605-3087 CITIZENS COMMUNICATION/EDUC		4,986	5,619	5,233	5,500	5,296	5,500	5,500	
National Night Out- Sup	0	0.00							5,000
Neighborhood Watch - Si	0	0.00							500
TOTAL SERVICES		5,158	7,661	7,220	8,000	7,537	8,000	10,800	
CAPITAL OUTLAY									
605-8010 ELECTRONIC EQUIPMENT PURCHA		0	0	0	0	0	0	10,000	
REPLACEMENT RADAR	1	2,500.00							2,500
NOPTIC THERMAL UNIT - V	1	5,000.00							5,000
HANDHELD THERMAL UNIT	1	2,000.00							2,000
PRINTER (SECRETARY)	1	500.00							500
605-8012 NON CAPITAL - FIRE ARMS/TAS		0	0	0	0	0	0	8,640	
TASER 5 YR PROGRAM	0	0.00							8,640
605-8015 NON-CAPITAL - COMPUTER EQUI		0	0	0	0	0	0	2,200	
COMPUTER - CHIEF	1	2,200.00							2,200
605-8018 NON-CAPITAL BUILDING		0	0	0	0	0	0	1,300	
PD / CH ALARM REPLACEME	0	0.00							1,300
605-8020 POLICE VEHICLE		0	0	0	0	0	0	0	
605-8025 NON-CAPITAL - OFFICE FURNIT		0	0	0	0	0	0	1,000	
FRIDGE REPL - EVIDENCE	1	1,000.00							1,000
605-8030 POLICE EQUIPMENT PURCHASE		0	0	0	0	0	0	0	
605-8042 CAPITAL - FIREARMS		0	0	0	0	0	0	25,000	
REPLACE DUTY HANDGUNS	25	1,000.00							25,000
605-8045 CAPITAL - COMPUTER EQUIPMEN		0	0	0	0	0	0	25,000	
MDT - 509, 511, 512, 51	4	6,250.00							25,000
605-8050 CAPITAL - VEHICLES		0	0	0	33,000	0	33,000	0	
	0	0.00							0
605-8080 POLICE EQPT, CAP REPL FUND		0	0	0	0	0	0	0	
TOTAL CAPITAL OUTLAY		0	0	0	33,000	0	33,000	73,140	
INTERFUND TRANSFERS									
605-9010 TRF TO- EQUIP REPL FUND		37,241	0	0	0	0	0	0	
605-9011 TRANSFER TO - GENERAL FUND		83,100	82,459	215,106	206,225	151,158	206,225	0	
POLICE VEHICLE/EQUIPMEN	0	60,000.00							0
SALARIES 80/84 COVER 4	0	0.00							0
OFFICE FURNITURE/SHELVI	0	0.00							0
2 DESKTOP COMPUTERS-COP	0	0.00							0
DESKTOP COMPUTER REPLAC	0	0.00							0
MDT REPLACEMENT	0	0.00							0
TASERS - 5Y PROGRAM	0	0.00							0

CITY OF SHAVANO PARK
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2018

40 -CRIME CONTROL DISTRICT
POLICE DEPARTMENT

		(----- 2017-2018 -----) (----- 2018-2019 -----)							
EXPENDITURES		2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
2 RADAR REPLACEMENT	0	0.00							0
NOPTIC THERMAL UNIT	0	0.00							0
2 HANDHELD RADARS	0	0.00							0
HANDHELD THERMAL UNIT	0	0.00							0
2 CRIME CONTROL-CID CAM	0	0.00							0
2 OFFICE PRINTERS	0	0.00							0
SHREDDER-LARGE CAPACITY	0	0.00							0
TOTAL INTERFUND TRANSFERS		120,341	82,459	215,106	206,225	151,158	206,225	0	
TOTAL POLICE DEPARTMENT		125,499	90,120	222,326	247,225	158,696	247,225	83,940	
TOTAL EXPENDITURES		125,499	90,120	222,326	253,837	165,308	253,837	84,565	
REVENUE OVER/(UNDER) EXPENDITURES		(6,763)	157,152	(109,800)	0	(73,575)	(142,187)	36,435	

CITY OF SHAVANO PARK

2018/2019 PROPOSED CRIME CONTROL DISTRICT - POLICE DEPARTMENT EQUIPMENT REPLACEMENT SCHEDULE

	Year Model	2018-2019 Updated Replacement Cost	Scheduled Year To Replace	Total Life (yrs)	Designated Balance Thru 09/30/2018	City Council Proposed Funding FY 2018-19	Additional Funding Future Yrs	Total Funding Needs
Police Department								
Chevy Tahoe (2368) Chief	2013	\$ 50,000	2021	8	\$ 50,000	\$ -	\$ -	\$ 50,000
Chevy Tahoe (1003) CID	2013	50,000	2020	8	50,000	-	-	50,000
Ford Explorer (2434)	2015	60,000	2021	5	22,706	12,431	24,863	60,000
Ford Explorer (2433)	2015	60,000	2021	5	22,706	12,431	24,863	60,000
Chevy 1500 Silverado - Code Enf. (8590)	2015	50,000	2024	8	11,428	6,428	32,144	50,000
Ford Explorer (4064)	2016	60,000	2022	5	20,188	9,953	29,860	60,000
Ford Explorer (4065)	2016	60,000	2022	5	20,188	9,953	29,860	60,000
Ford Explorer (2961)	2017	60,000	2023	5	10,000	10,000	40,000	60,000
Ford Explorer (7362)	2017	60,000	2024	5	-	10,000	50,000	60,000
Ford Explorer (7363)	2017	60,000	2024	5	-	10,000	50,000	60,000
Ford Explorer (replace 3822)	2017	60,000	2023	5	22,891	7,422	29,687	60,000
Communication System (radios)	2012	162,500	2021	10	66,244	32,085	64,171	162,500
Windows 7 - end of life:								
Hardware upgrade - 6 devices @ \$1,700 each	Various	10,200	2020	5	-	5,100	5,100	10,200
Back up Power Supply/Auxiliary Power Unit - CH	Future	25,000	2021	TBD	-	12,500	12,500	25,000
Police Department Video Server	2016	13,000	2023	6	3,928	1,814	7,258	13,000
Total *		\$ 840,700			\$ 300,278	\$ 140,117	\$ 400,305	\$ 840,700

* Equipment Replacement funding shows as Committed Funds on the balance sheet in the financials.

42- PUBLIC EDUCATION AND GOVERNMENTAL PROGRAMMING FUNDS (PEG)

	FY 2017-18 AMENDED BUDGET	FY 2018-19 CITY COUNCIL PROPOSED BUDGET	DIFFERENCE BETWEEN AMENDED AND PROPOSED
BEGINNING FUND BALANCE	<u>\$ 104,150</u>	<u>\$ 83,655</u>	
REVENUE TOTAL	\$ 15,505 *	\$ 16,500	\$ 995
EXPENDITURE TOTAL	\$ 36,000	\$ 1,600	\$ (34,400)
ENDING FUND BALANCE, PROJECTED BUDGET	<u><u>\$ 83,655</u></u>	<u><u>\$ 98,555</u></u>	

Funds can be utilized on capital purchases within the guidelines of Texas Utilities Code Chapter 66.

* Does not include budgeted use of \$20,495 of fund balance to cover expenditures.

CAPITAL OUTLAY

The proposed budget includes \$1,600 in capital outlay for replacement microphones and a battery backup for the City Hall Council chambers audio and video recording infrastructure.

\$ 1,600

CITY OF SHAVANO PARK
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2018

42 -PEG FUNDS

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
REVENUES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
NON-DEPARTMENTAL								
=====								
FRANCHISE REVENUES								
42-599-2024 FRANCHISE - PEG FEES	14,942	15,385	15,212	15,500	11,808	15,943	15,500	_____
TOTAL FRANCHISE REVENUES	14,942	15,385	15,212	15,500	11,808	15,943	15,500	
MISC./GRANTS/INTEREST								
42-599-7000 INTEREST	4	7	27	5	1,048	1,225	1,000	_____
TOTAL MISC./GRANTS/INTEREST	4	7	27	5	1,048	1,225	1,000	
TRANSFERS IN								
42-599-8099 FUND BALANCE RESERVE	0	0	0	20,495	0	0	0	_____
TOTAL TRANSFERS IN	0	0	0	20,495	0	0	0	
<hr/>								
TOTAL NON-DEPARTMENTAL	14,946	15,392	15,239	36,000	12,856	17,168	16,500	
<hr/>								
TOTAL REVENUES	14,946	15,392	15,239	36,000	12,856	17,168	16,500	=====
	=====	=====	=====	=====	=====	=====	=====	=====

CITY OF SHAVANO PARK
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2018

42 -PEG FUNDS
ADMINISTRATION

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
CAPITAL OUTLAY								
601-8030 CAPITAL-ELECTRONIC EQUIPMEN	0	0	0	36,000	35,784	35,784	1,600	
REPLACEMENT MICROPHONES 0	0.00							1,000
BATTERY BACKUP 0	0.00							600
TOTAL CAPITAL OUTLAY	0	0	0	36,000	35,784	35,784	1,600	
TOTAL ADMINISTRATION	0	0	0	36,000	35,784	35,784	1,600	
TOTAL EXPENDITURES	0	0	0	36,000	35,784	35,784	1,600	
	=====	=====	=====	=====	=====	=====	=====	=====
REVENUE OVER/(UNDER) EXPENDITURES	14,946	15,392	15,239	0	(22,928)	(18,616)	14,900	
	=====	=====	=====	=====	=====	=====	=====	=====

45- OAK WILT FUND

	FY 2017-18 AMENDED BUDGET	FY 2018-19 CITY COUNCIL PROPOSED BUDGET	DIFFERENCE BETWEEN AMENDED AND PROPOSED
BEGINNING FUND BALANCE	\$ 70,332	\$ 80,332	
REVENUE TOTAL	\$ 10,500	\$ 10,500	\$ -
EXPENDITURE TOTAL	\$ 500	\$ 500	\$ -
ENDING FUND BALANCE, PROJECTED BUDGET	<u>\$ 80,332</u>	<u>\$ 90,332</u>	

45 -OAK WILT FUND

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
REVENUES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
NON-DEPARTMENTAL								
=====								
PERMITS & LICENSES								
45-599-3015 TREE TRIMMING PERMITS	7,701	17,710	13,700	10,500	7,735	10,500	10,500	_____
TOTAL PERMITS & LICENSES	7,701	17,710	13,700	10,500	7,735	10,500	10,500	_____
MISC./GRANTS/INTEREST								
45-599-7030 TEXAS FORESTRY GRANT	10,000	0	0	0	0	0	0	_____
TOTAL MISC./GRANTS/INTEREST	10,000	0	0	0	0	0	0	_____
TRANSFERS IN								
45-599-8005 INTEREST	0	0	0	0	0	0	0	_____
45-599-8010 TRF IN - GENERAL FUND	0	20,000	0	0	0	0	0	_____
45-599-8099 FUND BALANCE RESERVE	0	0	0	0	0	0	0	_____
TOTAL TRANSFERS IN	0	20,000	0	0	0	0	0	_____
<hr/>								
TOTAL NON-DEPARTMENTAL	17,701	37,710	13,700	10,500	7,735	10,500	10,500	
<hr/>								
TOTAL REVENUES	17,701	37,710	13,700	10,500	7,735	10,500	10,500	=====
	=====	=====	=====	=====	=====	=====	=====	=====

45 -OAK WILT FUND
ADMINISTRATION

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
SERVICES								
601-3012 PROFESSIONAL SERVICES	36,397	0	0	0	0	0	0	
601-3087 CITIZENS COMMUNICATION/EDUC	0	0	0	500	0	0	500	
TOTAL SERVICES	36,397	0	0	500	0	0	500	
DEPT MATERIALS-SERVICES								
601-6085 SUPPLIES/MATERIAL/CHEMICALS	7,325	0	0	0	0	0	0	
TOTAL DEPT MATERIALS-SERVICES	7,325	0	0	0	0	0	0	
TOTAL ADMINISTRATION	43,722	0	0	500	0	0	500	
TOTAL EXPENDITURES	43,722	0	0	500	0	0	500	
	=====	=====	=====	=====	=====	=====	=====	=====
REVENUE OVER/(UNDER) EXPENDITURES	(26,021)	37,710	13,700	10,000	7,735	10,500	10,000	
	=====	=====	=====	=====	=====	=====	=====	=====

48 - STREET MAINTENANCE FUND

	FY 2017-18 AMENDED BUDGET	FY 2018-19 CITY COUNCIL PROPOSED BUDGET	DIFFERENCE BETWEEN AMENDED AND PROPOSED
BEGINNING FUND BALANCE	\$ 301,292	\$ 416,301	
REVENUE TOTAL	\$ 115,009	\$ 115,000	\$ (9)
EXPENDITURE TOTAL	\$ -	\$ -	\$ -
ENDING FUND BALANCE, PROJECTED BUDGET	<u>\$ 416,301</u>	<u>\$ 531,301</u>	

Street Maintenance Fund was approved by voters in May 2014 and began to receive sales tax revenues October 1, 2014. It was re-approved by the voters in May 2018.

No funds are included to be expended. The Public Works Department within the General Fund still maintains funds for day to day maintenance within its budget.

FUTURE POTENTIAL PROJECTS

- Resurface Shavano Dr.
- Resurface Fawn Dr.
- Resurface Saddletree
- Resurface Lockhill Selma Road
- Resurface DeZavala Road

CITY OF SHAVANO PARK
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2018

48 -STREET MAINTENANCE FUND

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
REVENUES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
NON-DEPARTMENTAL =====								
TAXES								
48-599-1040 SALES - STREET MAINTENANCE	94,943	97,237	109,112	115,009	85,536	104,000	115,000	
TOTAL TAXES	94,943	97,237	109,112	115,009	85,536	104,000	115,000	
<hr/>								
TOTAL NON-DEPARTMENTAL	94,943	97,237	109,112	115,009	85,536	104,000	115,000	
<hr/>								
TOTAL REVENUES	94,943	97,237	109,112	115,009	85,536	104,000	115,000	
	=====	=====	=====	=====	=====	=====	=====	=====
REVENUE OVER/ (UNDER) EXPENDITURES	94,943	97,237	109,112	115,009	85,536	104,000	115,000	
	=====	=====	=====	=====	=====	=====	=====	=====

50 - COURT TECHNOLOGY & SECURITY FUND

	FY 2017-18 AMENDED BUDGET	FY 2018-19 CITY COUNCIL PROPOSED BUDGET	DIFFERENCE BETWEEN AMENDED AND PROPOSED
COURT TECHNOLOGY & EFFICIENCY			
BEGINNING FUND BALANCE	\$ 794	\$ 1,081	
REVENUE TOTAL	\$ 4,300	\$ 4,300	\$ -
EXPENDITURE TOTAL	\$ 4,013	\$ 4,200	\$ 187
ENDING FUND BALANCE, PROJECTED BUDGET	<u>\$ 1,081</u>	<u>\$ 1,181</u>	

The annual maintenance fees related to court software are about equal to revenues. A Transfer In is located in the General Fund revenues which offset the expenditures.

CAPITAL

No requests

COURT SECURITY

BEGINNING FUND BALANCE	\$ 56,795	\$ 55,459	
REVENUE TOTAL	\$ 3,400 *	\$ 3,400	\$ -
EXPENDITURES AND OTHER USES TOTAL	\$ 4,736	\$ 14,200	\$ 9,464
ENDING FUND BALANCE, PROJECTED BUDGET	<u>\$ 55,459</u>	<u>\$ 44,659</u>	

* Does not include budgeted use of \$4,736 of fund balance to cover expenditures.

Planned expenditures include \$10,000 to add bullet resistance glass and steel panels to the Municipal Court office and \$4,200 for court security provided by Shavano Park Police Department.

50 -COURT RESTRICTED FUND

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
REVENUES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
NON-DEPARTMENTAL								
=====								
COURT FEES								
50-599-4022 COURT EFFICIENCY REVENUE	118	130	61	100	91	100	100	_____
50-599-4023 COURT SECURITY REVENUE	4,613	3,690	3,559	3,400	2,827	3,450	3,400	_____
50-599-4025 COURT TECHNOLOGY REVENUE	6,151	4,920	4,746	4,200	3,769	4,600	4,200	_____
TOTAL COURT FEES	10,882	8,739	8,366	7,700	6,687	8,150	7,700	_____
TRANSFERS IN								
50-599-8010 INTEREST INCOME	0	0	0	0	0	0	0	_____
50-599-8099 FUND BALANCE RESERVE	0	0	0	4,736	0	0	10,700	_____
TOTAL TRANSFERS IN	0	0	0	4,736	0	0	10,700	_____
<hr/>								
TOTAL NON-DEPARTMENTAL	10,882	8,739	8,366	12,436	6,687	8,150	18,400	
<hr/>								
TOTAL REVENUES	10,882	8,739	8,366	12,436	6,687	8,150	18,400	
	=====	=====	=====	=====	=====	=====	=====	=====

50 -COURT RESTRICTED FUND
OPERATING EXPENSES

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
SERVICES								
602-3030 TRAINING/EDUCATION	0	0	0	0	0	0	0	_____
TOTAL SERVICES	0	0	0	0	0	0	0	_____
MAINTENANCE								
602-5015 ELECTRONIC EQUIPMENT REPAIR	0	0	0	0	0	0	0	_____
TOTAL MAINTENANCE	0	0	0	0	0	0	0	_____
CAPITAL OUTLAY								
602-8010 ELECTRONIC EQUIP PURCHASE	0	0	0	0	0	0	0	_____
602-8080 CAPITAL IMPROVEMENTS	0	0	0	0	0	0	10,000	_____
BULLET RESISTANT GLASS/ 0	0.00							10,000_____
TOTAL CAPITAL OUTLAY	0	0	0	0	0	0	10,000	_____
INTERFUND TRANSFERS								
602-9010 TRANSFER TO GENERAL FUND	19,766	5,046	4,013	8,749	8,749	8,749	8,400	_____
COURT - INCODE 1	4,200.00							4,200
COURT SECURITY - SPPD 0	0.00							4,200
TOTAL INTERFUND TRANSFERS	19,766	5,046	4,013	8,749	8,749	8,749	8,400	_____
TOTAL OPERATING EXPENSES	19,766	5,046	4,013	8,749	8,749	8,749	18,400	
TOTAL EXPENDITURES	19,766	5,046	4,013	8,749	8,749	8,749	18,400	=====
REVENUE OVER/(UNDER) EXPENDITURES	(8,884)	3,693	4,353	3,687	(2,061)	(599)	0	=====

52 - CHILD SAFETY FUND

	<u>FY 2017-18 AMENDED BUDGET</u>	<u>FY 2018-19 CITY COUNCIL PROPOSED BUDGET</u>	<u>DIFFERENCE BETWEEN AMENDED AND PROPOSED</u>
BEGINNING FUND BALANCE	\$ 4,939	\$ 3,279	
REVENUE TOTAL	\$ 3,840 *	\$ 4,200	\$ 360
EXPENDITURES:			
FIRE DEPARTMENT	\$ 3,000	\$ 2,000	\$ (1,000)
POLICE DEPARTMENT	2,500	3,000	\$ 500
EXPENDITURES TOTAL	\$ 5,500	\$ 5,000	
TOTAL REVENUES LESS THAN EXPENDITURES	\$ (1,660)	\$ (800)	
ENDING FUND BALANCE, PROJECTED BUDGET	<u>\$ 3,279</u>	<u>\$ 2,479</u>	

* Does not include budgeted use of \$1,660 of fund balance to cover expenditures.

Funds can only be utilized for education and materials related to child safety in the absence of School Crossing Guard expenditures.

52 -CHILD SAFETY FUND

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
REVENUES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
NON DEPARTMENTAL								
=====								
MISC./GRANTS/INTEREST								
52-599-7010 SCHOOL CROSSING GUARD FUNDS	3,799	3,928	3,487	3,840	3,527	4,200	4,200	_____
TOTAL MISC./GRANTS/INTEREST	3,799	3,928	3,487	3,840	3,527	4,200	4,200	_____
TRANSFERS IN								
52-599-8010 INTEREST	0	0	0	0	0	0	0	_____
52-599-8089 FUND BALANCE RESERVE	0	0	0	1,660	0	300	800	_____
TOTAL TRANSFERS IN	0	0	0	1,660	0	300	800	_____
<hr/>								
TOTAL NON DEPARTMENTAL	3,799	3,928	3,487	5,500	3,527	4,500	5,000	
<hr/>								
TOTAL REVENUES	3,799	3,928	3,487	5,500	3,527	4,500	5,000	=====
	=====	=====	=====	=====	=====	=====	=====	=====

CITY OF SHAVANO PARK
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2018

52 -CHILD SAFETY FUND
FIRE DEPARTMENT

EXPENDITURES	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	2017-2018		PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
				CURRENT BUDGET	Y-T-D ACTUAL			
SERVICES								
604-3087 CITIZENS COMMUNICATION/EDUC	1,008	1,519	1,182	3,000	556	1,250	2,000	
CHILD SAFETY/ED/FIRE WI 0	0.00							2,000
TOTAL SERVICES	1,008	1,519	1,182	3,000	556	1,250	2,000	
TOTAL FIRE DEPARTMENT	1,008	1,519	1,182	3,000	556	1,250	2,000	

CITY OF SHAVANO PARK
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2018

52 -CHILD SAFETY FUND
POLICE DEPARTMENT

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
SERVICES								
605-3087 CITIZENS COMMUNICATION/EDUC	1,839	2,011	2,445	2,500	2,140	2,500	3,000	
CHILD SAFETY/EDUCATION 0	0.00							3,000
TOTAL SERVICES	1,839	2,011	2,445	2,500	2,140	2,500	3,000	
TOTAL POLICE DEPARTMENT	1,839	2,011	2,445	2,500	2,140	2,500	3,000	
TOTAL EXPENDITURES	2,847	3,530	3,627	5,500	2,696	3,750	5,000	
REVENUE OVER/ (UNDER) EXPENDITURES	952	398	(140)	0	831	750	0	

53 - LAW ENFORCEMENT OFFICERS STANDARDS EDUCATION (LEOSE)

	FY 2017-18 AMENDED BUDGET	FY 2018-19 CITY COUNCIL PROPOSED BUDGET	DIFFERENCE BETWEEN AMENDED AND PROPOSED
BEGINNING FUND BALANCE	\$ 513	\$ -	
REVENUE TOTAL	\$ 1,557 *	\$ 1,550	\$ (7)
EXPENDITURE TOTAL	\$ 2,070	\$ 1,550	\$ (520)
TOTAL REVENUES LESS THAN EXPENDITURES	\$ (513)	\$ -	
ENDING FUND BALANCE, PROJECTED BUDGET	<u>\$ -</u>	<u>\$ -</u>	

* Does not include budgeted use of \$507 of fund balance to cover expenditures.

Training/Education and Travel/Mileage lines in the General Fund Police Department are supplemented with current LEOSE funds.

Theses funds can only be utilized on Full Time Police Officers for training expenses.

53 -LEOSE

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
REVENUES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
NON-DEPARTMENTAL								
=====								
POLICE/FIRE REVENUES								
53-599-6020 LEOSE FUNDS	1,669	1,583	1,563	1,563	1,552	1,552	1,550	_____
TOTAL POLICE/FIRE REVENUES	1,669	1,583	1,563	1,563	1,552	1,552	1,550	
TRANSFERS IN								
53-599-8010 INTEREST	2	11	7	0	0	0	0	_____
53-599-8089 FUND BALANCE RESERVE	0	0	0	507	0	0	0	_____
TOTAL TRANSFERS IN	2	11	7	507	0	0	0	_____
<hr/>								
TOTAL NON-DEPARTMENTAL	1,672	1,594	1,570	2,070	1,552	1,552	1,550	
<hr/>								
TOTAL REVENUES	1,672	1,594	1,570	2,070	1,552	1,552	1,550	=====
	=====	=====	=====	=====	=====	=====	=====	=====

CITY OF SHAVANO PARK
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2018

53 -LEOSE
POLICE DEPARTMENT

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
SERVICES								
605-3030 TRAINING/EDUCATION	2,131	3,469	3,871	2,070	2,065	2,065	1,550	
TOTAL SERVICES	2,131	3,469	3,871	2,070	2,065	2,065	1,550	
TOTAL POLICE DEPARTMENT	2,131	3,469	3,871	2,070	2,065	2,065	1,550	
TOTAL EXPENDITURES	2,131	3,469	3,871	2,070	2,065	2,065	1,550	
	=====	=====	=====	=====	=====	=====	=====	=====
REVENUE OVER/(UNDER) EXPENDITURES	(459)	(1,874)	(2,300)	0	(513)	(513)	0	
	=====	=====	=====	=====	=====	=====	=====	=====

54 - POLICE FORFEITURE FUNDS

	FY 2017-18 AMENDED BUDGET	FY 2018-19 CITY COUNCIL PROPOSED BUDGET	DIFFERENCE BETWEEN AMENDED AND PROPOSED
BEGINNING FUND BALANCE	\$ -	\$ -	
REVENUE TOTAL	\$ -	\$ -	\$ -
EXPENDITURE TOTAL	\$ -	\$ -	\$ -
ENDING FUND BALANCE, PROJECTED BUDGET	<u>\$ -</u>	<u>\$ -</u>	

Funds collected can only be spent on equipment for police use.

54 -POLICE FORFEITURE

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
REVENUES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
NON-DEPARTMENTAL								
=====								
POLICE/FIRE REVENUES								
54-599-6025 POLICE FORFEITURE FUNDS	0	0	0	0	0	0	0	_____
TOTAL POLICE/FIRE REVENUES	0	0	0	0	0	0	0	
TRANSFERS IN								
54-599-8005 INTEREST	1	1	19	0	0	0	0	_____
TOTAL TRANSFERS IN	1	1	19	0	0	0	0	
<hr/>								
TOTAL NON-DEPARTMENTAL	1	1	19	0	0	0	0	
<hr/>								
TOTAL REVENUES	1	1	19	0	0	0	0	
	=====	=====	=====	=====	=====	=====	=====	=====

54 -POLICE FORFEITURE
POLICE DEPARTMENT

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
INTERFUND TRANSFERS								
605-9010 TRANSFER TO GENERAL FUND	0	0	6,244	0	0	0	0	
TOTAL INTERFUND TRANSFERS	0	0	6,244	0	0	0	0	
TOTAL POLICE DEPARMENT	0	0	6,244	0	0	0	0	
TOTAL EXPENDITURES	0	0	6,244	0	0	0	0	
	=====	=====	=====	=====	=====	=====	=====	=====
REVENUE OVER/ (UNDER) EXPENDITURES	1	1	(6,226)	0	0	0	0	
	=====	=====	=====	=====	=====	=====	=====	=====

75 - PET DOCUMENTATION AND RESCUE FUND

	FY 2017-18 AMENDED BUDGET	FY 2018-19 COUNCIL PROPOSED BUDGET	DIFFERENCE BETWEEN AMENDED AND PROPOSED
BEGINNING FUND BALANCE	<u>\$ 2,300</u>	<u>\$ 2,300</u>	
REVENUE TOTAL	\$ -	\$ -	\$ -
EXPENDITURE TOTAL	\$ -	\$ -	\$ -
ENDING FUND BALANCE, PROJECTED BUDGET	<u>\$ 2,300</u>	<u>\$ 2,300</u>	

Currently no funds are to be expended.

75 -PET DOC & RESCUE FUND

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
REVENUES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
ADMINISTRATION =====								
TAXES								
75-599-1010 PET DOC DONATIONS	0	0	0	0	0	0	0	_____
75-599-1020 PET RESCUE DONATIONS	0	0	0	0	0	0	0	_____
75-599-1030 POLICE OFFICER DONATIONS	0	0	0	0	0	0	0	_____
TOTAL TAXES	0	0	0	0	0	0	0	_____
MISC./GRANTS/INTEREST								
75-599-7000 INTERES INCOME	0	0	7	0	20	24	0	_____
TOTAL MISC./GRANTS/INTEREST	0	0	7	0	20	24	0	_____
TOTAL ADMINISTRATION	0	0	7	0	20	24	0	
TOTAL REVENUES	0	0	7	0	20	24	0	=====

CITY OF SHAVANO PARK
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2018

75 -PET DOC & RESCUE FUND
ADMINISTRATION

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
PERSONNEL								
607-1010 EXPENSES	0	0	0	0	0	0	0	
TOTAL PERSONNEL	0	0	0	0	0	0	0	
TOTAL ADMINISTRATION	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	0	0	0	0	0	0	0	
REVENUE OVER/ (UNDER) EXPENDITURES	0	0	7	0	20	24	0	

Glossary

ACCRUAL BASIS -The recording of the financial effects of transactions and other events and circumstances on a government that have cash consequences in the periods in which those transactions, events and circumstances occur, rather than only in the periods in which cash is received or paid by the government.

ACTIVITY - A specific and distinguishable service performed by one or more organizational components of a government to accomplish a function for which the government is responsible. (e.g., police is an activity within the public safety function).

AD VALOREM TAX- A tax based on value (e.g., a property tax).

AGENCY FUND - A fund normally used to account for assets held by a government as an agent for individuals, private organizations or other governments and/or other funds.

AMORTIZATION -Allocation of the cost of an intangible asset as an operational cost over the estimated useful life of an asset. The book value of an asset is reduced due to usage and a large expense is spread proportionately over a fixed period of time.

APPROPRIATION- A legal authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. An appropriation usually is limited in amount and time it may be expended.

ASSESSED VALUATION- A valuation set upon real estate or other property by a government as a basis for levying taxes.

BALANCED BUDGET- A budgeting term used to signify budgeted expenditures are offset by budgeted revenues. In some instances reserves set aside for a specific use could be included to offset budgeted expenditures; i.e. election equipment reserves set aside in previous fiscal years to replace outdated equipment in a future fiscal year.

BASIS OF ACCOUNTING- A term used when revenues, expenditures, expenses, and transfers-and the related assets and liabilities-are recognized in the accounts and reported in the financial statements. Specifically, it relates to the timing of the measurements made, regardless of the nature of the measurement, on either the cash or the accrual method.

BUDGET AMENDMENT- A term used to refer to a change to the budget after adoption. Additional revenue or fund balance/retained earnings appropriations to fund expenditures not included in the original adopted budget.

BUDGET TRANSFER- A term used to refer to the reallocation of appropriated funds between revenue or expenditure accounts within a department.

CAPITAL EXPENDITURES -Expenditures resulting in the acquisition of or addition to the government's general fixed assets

CAPITAL IMPROVEMENT PROGRAM- (CIP) A term used to refer to a group of related infrastructure improvements planned for the future. The program can be either a five or a ten year plan.

CAPITAL LEASE -An agreement that conveys the right to use property, plant or equipment, usually for a stated period of time, that meets one or more of the criteria set forth in SFAS No. 13 for lease capitalization.

CAPITAL PROJECTS FUND- A fund created to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and trust funds).

CASH BASIS- A basis of accounting under which transactions are recognized only when cash is received or disbursed.

DEBT SERVICE FUND-A fund established to account for the accumulation of resources for and the payment of general long-term debt principal and interest (sometimes referred to as a Sinking Fund)

DEBT SERVICE FUND REQUIREMENTS -The resources which must be provided for a debt service fund so that all principal and interest payments can be made in full and on schedule.

DEBT SERVICE REQUIREMENTS -The amount of money required to pay interest on outstanding debt, serial maturities of principal for serial bonds and required contributions to accumulate monies for future retirement of term bonds.

DEFERRED REVENUE -Amounts for which asset recognition criteria have been met, but for which revenue recognition criteria have not been met. Under the modified accrual basis of accounting, amounts that are measurable but not available are an example of deferred revenue.

DELINQUENT TAXES -Taxes remaining unpaid on and after the date to which a penalty for nonpayment is attached. Even though the penalty may be subsequently waived and a portion of the taxes may be abated or canceled, the unpaid balances continue to be delinquent taxes until abated, canceled, paid or converted into tax liens.

DEPRECIATION- Allocation of the cost of a tangible fixed or capital asset as an operational cost over the projected useful life of an asset. The book value of an asset is reduced due to usage and a large expense is spread proportionately over a fixed period of time.

ENTERPRISE FUND (1) A fund established to account for operations financed and operated in a manner similar to private business enterprises (e.g., water, gas and electric utilities; airports; parking garages; or transit systems). In this case, the governing body intends that costs (i.e., expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. (2) A fund established because the governing body has decided that periodic determination of revenues earned, expenses incurred and/or net income is appropriate for capital maintenance, public policy, management control, accountability or purposes.

EXPENDITURES- Decreases in net financial resources. Expenditures include current operating expenses requiring the present or future use of net current assets, debt service and capital outlays, and intergovernmental grants, entitlements and shared revenues.

EXPENSES -Reduction in net financial resources which represents the operational cost of doing business.

FISCAL YEAR- A 12-month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations. The City's fiscal year is October thru September.

FRANCHISE- A special privilege granted by a government, permitting the continued use of public property, such as city streets, and usually involving the elements of monopoly and regulation.

FUND- A fiscal and accounting entity with a self-balancing set of accounts in which cash and other financial resources, all related liabilities and residual equities, or balances, and changes therein, are recorded and segregated to carry on specific activities or attain certain objectives in accordance with special regulations, restrictions or limitations.

FUND BALANCE- The difference between fund assets and fund liabilities of governmental and similar trust funds

FUND BALANCE-RESERVED FOR DEBT SERVICE- An account used to segregate a portion of fund balance for resources legally restricted to the payment of general long-term debt principal and interest maturing in future years.

FUND BALANCE-RESERVE FOR ENCUMBRANCES- An account used to segregate a portion of fund balance for expenditures upon vendor performance.

FUND BALANCE-RESERVE -FOR PREPAID ITEMS- An account used to segregate a portion of fund balance to indicate that prepaid items do not represent expendable financial resources even though they are a component of net current assets.

FUND TYPE- Any one of seven categories into which all funds are classified in governmental accounting. The seven fund types are: general, special revenue, debt service, capital projects, enterprise, internal service, and trust and agency.

GENERAL FUND (GF)- The fund used to account for all financial resources, except those required to be accounted for in another fund.

GENERAL LONG-TERM DEBT -Long-term debt expected to be repaid from governmental funds.

GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP) - Uniform minimum standards and guidelines for financial accounting and reporting. They govern the form and content of the financial statements of an entity. GAAP encompass the conventions, rules and procedures necessary to define accepted accounting practice at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provide a standard by which to measure financial presentations. The primary authoritative body on the application of GAAP to state and local governments is the Governmental Accounting Standards Board (GASB).

GOVERNMENTAL FUND TYPES -Funds used to account for the acquisition, use and balances of expendable financial resources and the related current liabilities-except those accounted for in proprietary funds and fiduciary funds. In essence, the funds are an accounting segregation of financial resources. Expendable assets are assigned to the particular fund type according to the purposes for which they may or must be used. Current liabilities are assigned to the fund type from which they are to be paid. The difference between the assets and liabilities of governmental fund types is referred to as fund balance. The measurement focus in these fund types is on the determination of financial position and changes in financial position (sources, used and balances of financial resources), rather than on net income determination. The statement of revenues, expenditures and changes in fund balance is the primary governmental fund type operating statement. It may be supported or supplemented by more detailed

schedules of revenues, expenditures, transfers and other changes in fund balance. Under current GAAP, there are four governmental fund types: general, special revenue, debt service and capital projects.

INTERFUND TRANSFERS - All inter-fund transactions except loans, quasi-external transactions and reimbursements.

INTERGOVERNMENTAL REVENUES - Revenues from other governments in the forms of grants, entitlements, shared revenues or payment in lieu of taxes (PILOT).

INTERNAL SERVICE FUND - A fund used to account for the financing of goods or services provided by one department or agency to other departments or agencies of a government, or to other governments, on a cost-reimbursement basis.

INTEREST AND SINKING (I&S) – The debt rate (I&S) is the component of the adopted tax rate of the taxing unit that will impose the amount of taxed needed to fund the unit's debt service for the year.

LEVY - (1) (Verb) to impose taxes, special assessments or service charges for the support of government activities. (2) (Noun) the total amount of taxes, special assessments or service charges imposed by a government.

LIABILITIES - Probable future sacrifices of economic benefits, arising from present obligations of a particular entity to transfer or provide services to other entities in the future as a result of past transactions or events.

MAJOR FUND - A governmental fund or enterprise fund reported as a separate column in the basic fund financial statements. The general fund is always a major fund. Otherwise, major funds are funds whose revenues, expenditures/expenses, assets, or liabilities (excluding extraordinary items) are at least 10% of corresponding totals for all governmental or enterprise funds and at least 5% of the aggregate amount for all governmental and enterprise funds for the same item. Any other government or enterprise fund may be reported as a major fund if the government's officials believe that fund is particularly important to financial statement users.

MAINTENANCE - The act of keeping capital assets in a state of good repair. It includes preventative maintenance, normal periodic repairs; replacement of parts, structural components and so forth and other activities needed to maintain the asset so that it continues to provide normal services and achieves its optimum life.

MAINTENANCE & OPERATION (M&O) - The component of the adopted tax rate of the taxing unit that will impose the amount of taxes needed to fund maintenance and operation expenditures in the General Fund for the year.

MODIFIED ACCRUAL BASIS - The accrual basis of accounting adapted to the governmental fund-type measurement focus. Under it, revenues and other financial resources increments (e.g., bond issue proceeds) are recognized when they become susceptible to accrual that is when they become both "measurable" and "available to finance expenditures of the current." "Available" means collectible in the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recognized when the fund liability is incurred except for (1) inventories of materials and supplies that may be considered expenditure either when purchased or when used, and (2) prepaid insurance and similar items that may be considered expenditures either when paid for or when consumed. All

governmental funds, expendable trust funds and agency funds are accounted for using the modified accrual basis accounting.

OBJECT - As used in expenditure classification, applies to the article purchased or the service obtained, rather than to the purpose for which the article or service was purchased or obtained (e.g., personal services, contractual services, materials and supplies).

ORDINANCE - A formal legislative enactment by the governing body of a municipality. If it is not in conflict with any higher form of law, such as state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies. The difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status. Ordinarily, the statutes will specify or imply those legislative actions that must be by ordinance and those that may be by resolution. Revenue-raising measures, such as the imposition of taxes, special assessments and service charges, universally require ordinances.

ORGANIZATIONAL-UNIT CLASSIFICATION (ORG UNIT) - Expenditure classification according to responsibility centers within a government's organizational structure. Classification of expenditures by organizational unit is essential to fulfilling stewardship responsibility for individual government resources.

PROPRIETARY FUND TYPES - Sometimes referred to as income determination or commercial-type funds, the classification used to account for a government's ongoing organizations and activities that are similar to those often found in the private sector (i.e., enterprise and internal service funds). All assets, liabilities, equities, revenues, expenses and transfers relating to the government's business and quasi-business activities are accounted for through proprietary funds. The GAAP used are generally those applicable to similar businesses in the private sector and the measurement focus is on determination of net income, financial position and changes in financial position. However, where the GASB has issued pronouncements applicable to those entities and activities, they should be guided by these pronouncements.

RESERVED - An element of the equity section of the governmental fund balance sheet comprised of three major fund balance elements: reserved; unreserved, designated; and unreserved, undesignated. When used in association with the governmental funds, the term "reserved" should be limited to describing the portion of fund balance that is (1) not available for appropriation or expenditure and/or (2) is segregated legally for a specific future use. A common example of the first type of reservation within the governmental funds is "reserved for inventories." Another example, "reserved for loans receivable," represents amounts expected to be collected in the future. Therefore, this receivable is not available for expenditure or appropriation at the balance sheet date. In this instance, the loans receivable amount is not associated with revenue recognition. However, if outstanding receivables (e.g., property taxes) are related to revenue that is not available, deferred revenue should be reported, not a reservation of fund balance. "Reserved for Encumbrances" is a common example of the second reserve type. This type of reserve is legally earmarked for a specific purpose. Generally, the reservations are based on third party restrictions (e.g., contract with vendor).

RETAINED EARNINGS- An equity account reflecting the accumulated earnings of an enterprise or internal service fund.

REVENUES- (1) Increases in the net current assets of a governmental fund type from other than expenditure refunds and residual equity transfers. Also, general long-term debt proceeds and operating

transfers are classified as "other financing sources" rather than as revenues. (2) Increases in the net total assets of a proprietary fund type from other than expense refunds, capital contributions and residual equity transfers. Also, operating transfers in are classified separately from revenues.

SPECIAL REVENUE FUND- A fund used to account for the proceeds of specific revenue sources (other than expendable trusts or major capital projects) that are legally restricted to expenditure for specified purposes. GAAP only requires the use of special revenue funds when legally mandated.

TAX RATE -The amount of tax (M&O and I&S combined) stated in terms of a unit of the tax base (e.g., 25 mills per dollar of assessed valuation of taxable property.) Adopted by Ordinance by the governing body.

TAX ROLL -The official list showing the amount of taxes levied against each taxpayer or property. Frequently, the tax roll and the assessment roll are combined, but even in these cases the two can be distinguished.

TRUST FUNDS- Funds used to account for assets held by a governmental unit in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and/or other funds. These include (a) expendable trust funds, (b) nonexpendable trust funds, (c) pension trust funds, and (d) agency funds.

UNRESERVED -The equity section of the governmental fund balance sheet is comprised of three major fund balance elements: reserved; unreserved, designated; and unreserved, undesignated. (Also reference Unreserved, Designated and Unreserved, Undesignated.)

UNRESERVED, DESIGNATED- A designation of unreserved fund balance established by a government to indicate tentative plans for the use of current financial resources in the future. Examples of designations include equipment replacement and contingencies. These designations should not cause the government to report a deficit unreserved, undesignated fund balance. In addition, a government should not report a deficit unreserved, designated fund balance. In effect, a government cannot designate resources that are not available for expenditure.

UNRESERVED, UNDESIGNATED- An unreserved, undesignated fund balance represents financial resources available to finance expenditures other than those tentatively planned by the government.

VEHICLE REPLACEMENT PLAN (VRP)- A term used to refer to a plan of vehicle fleet replacements over the next ten years.

WORKING CAPITAL -The difference between current assets and current liabilities of enterprise funds.

AN ORDINANCE APPROVING AND ADOPTING A BUDGET FOR THE CITY OF SHAVANO PARK, TEXAS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2018, AND ENDING SEPTEMBER 30, 2019; MAKING APPROPRIATIONS FOR EACH FUND AND DEPARTMENT; ESTABLISHING A SINKING FUND FOR EXISTING CITY FINANCIAL OBLIGATIONS; PROVIDING FOR THE LEVYING AND COLLECTION OF A SUFFICIENT TAX TO PAY THE INTEREST ON SUCH SINKING FUND OBLIGATIONS; REPEALING CONFLICTING ORDINANCES; PROVIDING A SAVINGS AND SEVERABILITY CLAUSE; AND DECLARING AN EFFECTIVE DATE

WHEREAS, Section 102.002 of the Texas Local Government Code requires the City of Shavano Park, Texas (the "City") to prepare an annual budget;

WHEREAS, the City Manager of the City has submitted, in accordance with state law, such budget for the City for the fiscal year beginning October 1, 2018, and ending September 30, 2019;

WHEREAS, said budget has been filed with the City Secretary and has been available for inspection by any taxpayer at the City Secretary's office and on the City's website;

WHEREAS, proper and timely notice that public hearings on such proposed budget, stating the date, time, place and subject matter of said public hearings was given and made in accordance with the law and within the time limits set forth by law; and

WHEREAS, said public hearings were held in accordance with such notice.

NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SHAVANO PARK, TEXAS THAT:

Section 1. The City hereby approves and adopts the budget, attached as Exhibit A, in all respects as the City's annual budget for the fiscal year beginning October 1, 2018, and ending September 30, 2019.

Section 2. The City Secretary is directed to maintain a certified copy of this Ordinance with a true copy of the attached budget.

Section 3. The City Secretary is also directed to post the adopted budget and the budget cover page on the City's website.

Section 4. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.

Section 5. All ordinances, or parts thereof, which 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 resolved herein.

Section 6. This Ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 7. If any provision of this Ordinance or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Ordinance and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City hereby declares that this Ordinance would have been enacted without such invalid provision.

Section 8. It is officially found, determined, and declared that the meeting at which this Ordinance is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Ordinance, was given, all as required by Chapter 551, as amended, Texas Government Code.

Section 9. This Ordinance shall be effective upon passage and publication as required by State and local law.

PASSED AND APPROVED this the 10th day of September 2018 for the first reading.

PASSED AND APPROVED this the 17th day of September 2018 for the second reading.

Robert Werner
Mayor

ATTEST: _____
Zina Tedford
City Secretary

Approved as to Form: _____
Charles Zech, City Attorney

CITY COUNCIL STAFF SUMMARY

Meeting Date: September 17, 2018

Agenda item: 6.6

Prepared by: Brenda Morey

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION: Discussion / action – Adopt Resolution R-2018-009 setting the City of Shavano Park 2018 total Tax Rate of \$0.287742 with the Maintenance & Operation rate being \$0.273279 and the Interest & Sinking rate being \$0.014463. (Record Vote) - City Manager

☒

Attachments for Reference:

a) Proposed Resolution R-2018-009

BACKGROUND / HISTORY: Per the Tax Code, Title 1. Property Tax Code, Subtitle D. Appraisal and Assessment, Chapter 26. Assessment, 26.05 Tax Rate. (a) “The governing body of each taxing unit, before the later of September 30 or the 60th day after the date the certified appraisal roll is received by the taxing unit, shall adopt a tax rate for the current tax year and shall notify the assessor for the unit of the rate adopted. The tax rate consists of the two components, each of which must be approved separately.”

DISCUSSION: Council received the Effective and Rollback Rate Calculation on August 02, 2018 which was prepared by Bexar County Tax Assessor Collector. CoSP City Council approved a motion to propose a tax rate of \$0.287742 per \$100 valuation on August 8, 2018. The tax rate proposed did not exceed the lower of the effective or roll back rate, so subsequent tax hearings were not required. The required “Notice of 2018 Tax Year Proposed Property Tax Rate” was published on August 15, 2018 in the official city paper. The resolution and required motions reflect this tax rate.

Attached is a copy of the resolution providing for the required language within Section One with the breakdown of the M&O and I&S rate. Although the total tax rate proposed is the same rate as the current 2018 year, section two of the resolution includes the required statement “THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR’S TAX RATE.”, per 26.05 (b) “the tax rate that, if applied to the total taxable value, will impose an amount of taxes to fund maintenance and operation expenditures of the taxing unit that exceeds the amount of taxes imposed for that purpose in the preceding year...”

COURSES OF ACTION: Motion to adopt Resolution R-2018-009 setting a total tax rate of \$0.287742, with the Maintenance & Operation rate being \$0.273279 and the Interest & Sinking rate being \$0.014463. This action is to be done by record vote.

FINANCIAL IMPACT: various

STAFF RECOMMENDATION: The following statement must be read exactly in order to be in compliance.

“Motion to adopt Resolution R-2018-009 setting a total tax rate of \$0.287742, with the Maintenance & Operation rate being \$0.273279 and the Interest & Sinking rate being \$0.014463.

A RESOLUTION OF THE CITY OF SHAVANO PARK, TEXAS LEVYING AD VALOREM TAXES FOR USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT OF THE CITY FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2018 AND ENDING SEPTEMBER 30, 2019 PROVIDING FOR APPORTIONING EACH LEVY FOR SPECIFIC PURPOSES; AND PROVIDING WHEN TAXES SHALL BECOME DUE AND WHEN SAME SHALL BECOME DELINQUENT IF NOT PAID

Whereas, pursuant to Ordinance No. 2018-009, the City Council of the City of Shavano Park, Texas, approved the municipal budget for the fiscal year beginning October 1, 2018 and ending September 30, 2019; and

Whereas, it is necessary that a resolution be passed levying an ad valorem tax on property both real, personal and mixed, within the corporate limits of the City of Shavano Park, Texas in accordance with such budget and the Texas Tax Code;

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

SECTION ONE: There is hereby levied and there shall be collected for the use and support of the municipal government of the City of Shavano Park (herein the "City") and to provide an Interest and Sinking fund for the 2018-2019 Fiscal Year, upon all property, real, personal, and mixed, within the corporate limits of said City on January 1, 2018 subject to taxation, a tax of **\$0.287742** on each \$100 valuation of property, said tax being so levied and apportioned to the specific purposes here set forth:

- 1) For the maintenance and support of the general government (General Fund), **\$0.273279** on each \$100 valuation of property; and
- 2) For interest and sinking fund, **\$0.014463** on each \$100 valuation of property.

SECTION TWO: THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.

SECTION THREE: That taxes levied under this Resolution shall be due October 1, 2018 and if not paid before February 1, 2019 shall immediately become delinquent.

SECTION FOUR: All taxes shall become a lien upon property against which assessed, and the Bexar County Tax Assessor - Collector as the assessor and collector of the City is hereby authorized and empowered to enforce the collection of such taxes according to the Constitution and laws of the State of Texas and resolutions of the City, and shall, by virtue of the tax rolls, fix and establish a lien by levying upon such property, whether real or personal, for the payment of said taxes, penalty and interest, and the interest and penalty collected from such delinquent taxes shall be apportioned to the general fund of the City. All delinquent taxes shall bear interest from the date of the delinquency at the rate as prescribed by state law.

SECTION FIVE: That this Resolution shall take effect and be in force from and after its passage.

SECTION SIX: In case any section, phrase, or sentence of this Resolution shall be declared invalid for any reasons by a court of competent jurisdiction, such holding or finding shall not have the effect or result of invalidating any other section or part of this Resolution.

SECTION SEVEN: It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business

to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, Texas Government Code, as amended.

PASSED AND APPROVED THIS THE 17th DAY OF SEPTEMBER, 2018 by the following motion "To approve the total tax rate of **\$0.287742**, for a breakdown of Maintenance and Operation of **\$0.273279** and Interest and Sinking of **\$0.014463** on each \$100 valuation of property".

Robert Werner
MAYOR

Attest: _____
Zina Tedford
City Secretary

Approved as to Form: _____
Charles Zech, City Attorney

CITY COUNCIL STAFF SUMMARY

Meeting Date: September 17, 2018

Agenda item: 6.7

Prepared by: Brenda Morey

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION: Record vote to ratify the property tax increase reflected in the FY 2018-19 budget (Record Vote) - City Manager

☒

Attachments for Reference:

a) FY 2018-19 Cover Page

BACKGROUND / HISTORY: Per the Local Government Code Title 4. Finances, Subtitle A. Municipal Finances, Chapter 102 Municipal Budgets, Section 102.007 (c) “adoption of a budget that will require raising more revenue from property taxes than in the previous year requires a separate vote of the governing body to ratify the property tax increase reflected in the budget.”

DISCUSSION: The approved adopted budget cover contains the following statement that corresponds with the above vote in 18-point or larger type. Also required under 102.007 Adoption of Budget (d), (3) & (4) is the property tax comparisons and total amount of municipal debt obligations. See the attached cover page included in the FY 2018-19 Budget for all required wording and comparisons.

COURSES OF ACTION: Take a Record vote to ratify the property tax increase reflected in the FY 2018–19 Adopted Budget.

FINANCIAL IMPACT: Various

STAFF RECOMMENDATION: Motion to “Take a Record vote to ratify the property tax increase reflected in the FY 2018-19 Adopted Budget.”



This budget will raise more revenue from property taxes than last year's budget by an amount of \$217,180, which is a 6.7% increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$118,588.

Record Vote on

Budget

Tax Rate Ratify:

Mayor

Bob Werner

Present (Votes only in event of a tie)

Council Members

Michele Ross (Pro Tem)

—

—

Michael Colemere

—

—

Bob Heintzelman

—

—

Maggi Kautz

—

—

Lee Powers

—

—

Property Tax Comparison:

	FY 2018	FY 2019
Proposed Tax Rate	0.287742	0.287742
Effective Tax Rate	0.291544	0.289630
Effective Maintenance & Operations	0.275948	0.275167
Rollback Tax Rate	0.310895	0.313104
Debt Tax Rate (I&S)	0.012872	0.014463

Total debt obligation for the City of Shavano Park secured by property taxes: \$3,650,000.

CITY COUNCIL STAFF SUMMARY

Meeting Date: September 17, 2018

Agenda item: 6.8

Prepared by: Brenda Morey

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION: Discussion / action – Ordinance No. O -2018-010 by the Aldermen of the City of Shavano Park, Texas, authorizing the issuance of “City of Shavano Park, Texas General Obligation Refunding Bonds Series 2018”, levying an annual ad valorem tax, within the limitations prescribed by law, for the payment of the bonds; prescribing the form, terms, conditions, and resolving other matters incident and related to the issuance, sale, and delivery of the bonds; authorizing the execution of a paying agent/ registrar agreement, a purchase and investment letter, and an escrow deposit letter; complying with the letter of representations on file with the depository trust company; delegating the authority to certain members of the board of Aldermen and city staff to approve and execute certain documents relating to the sale of the bonds; authorizing the executions of any necessary engagement agreements with the City’s financial advisors and/or Bond Counsel; and providing an effective date – City Manager

X

Attachments for Reference:

- 1) 6.8a Refinancing Plan – Frost Bank
- 2) 6.8b Transmittal Letter
- 3) 6.8c Ordinance O-2018-010

BACKGROUND / HISTORY: After initial briefing and coordination with Frost Bank Capital Markets Division, City Manager and Finance Director engaged Mr. Jeffery Kuhn, City Bond Attorney, Norton Rose Fulbright. After counsel, City Manager directed Mr. Kuhn to prepare documents.

DISCUSSION: Mr. Kuhn prepared a Bond Attorney Agenda Letter, provided Bond Attorney Agenda Language, and prepared the attached Draft Ordinance.

A review of the ordinance will show a number of items that are not completed. These are the final details that will not be known until the refinancing is complete. The checks and balances on this is achieved when Council establishes parameters that must be met before finalizing any refinancing arrangement. The four parameters are: Principal Amount (not to exceed \$1,650,000); Maximum maturity (February 15th, 2026, which is the current maturity date); the true interest rate (not greater than 3.00%); and net present value savings (shall be at least 3.00%).

The execution of the Approval Certificate shall evidence the sale date of the Bonds by the City to the Purchasers in accordance with the provisions of the Act. Upon execution of the Approval

Certificate, Bond Counsel is authorized to complete this Ordinance to reflect such final terms applicable to the Bonds (from last paragraph in SECTION 1, page 3 of the draft ordinance).

COURSES OF ACTION: Approved, disapprove or provide further guidance.

FINANCIAL IMPACT: Potential net savings of \$40,181 for the City during the life of the bond.

MOTION REQUESTED: Move that the City Council adopt an ordinance by the City Council authorizing the issuance of “City of Shavano Park, Texas General Obligation Refunding Bonds, Series 2018” pursuant to a delegated sale.



CITY OF SHAVANO PARK, TEXAS

Refinancing Plan

September 17, 2018

Duncan Morrow, CFA

Vice President

(210) 220-5711

duncan.morrow@frostbank.com

Austin | Corpus Christi | Dallas | Fort Worth | Houston | Permian Basin | Rio Grande Valley | San Antonio

OUTSTANDING BOND ISSUES

Issue	Interest Rate	Principal Outstanding	Callable Principal	Call Date	Final Maturity
General Obligation Refunding Bonds, Series 2017	2.00% - 4.00%	\$1,885,000	\$1,285,000	2/15/2027	2/15/2039
Combination Tax & Limited Pledge Revenue, Certificates of Obligation, Series 2009	3.50%	\$55,000	\$0	N/A	2/15/2019
General Obligation Refunding Bonds, Series 2009 ⁽¹⁾	4.00% - 4.375%	\$1,710,000	\$1,515,000	2/15/2019	2/15/2026

(1) Eligible to be refinanced 11/15/2018 (within 90 days of 2/15/2019 call date)

SERIES 2009 BONDS - SUMMARY OF REFINANCING RESULTS*

	“Old Bonds”	“New Bonds”
Series	2009	2018
Principal	\$1,115,000	\$1,175,000
Interest Rate (TIC)	4.28%	2.75%
Net Savings ⁽¹⁾		\$40,181
Net Present Value Savings ⁽¹⁾		\$36,468
Net PV Savings Ratio		3.28%

Footnotes:

* As of September 5, 2018 market conditions, subject to change.

⁽¹⁾ Net of any costs of issuance associated with the refinancing transaction.

ANNUAL DEBT SERVICE SAVINGS ILLUSTRATION

FYE 9/30	Series 2009	Series 2018	Savings
	Debt Service @ 4.28%	Debt Service @ 2.75%	
2019	47,400	40,763	6,638
2020	47,400	44,150	3,250
2021	47,400	43,900	3,500
2022	258,100	255,375	2,725
2023	259,019	253,550	5,469
2024	259,244	251,575	7,669
2025	258,891	254,375	4,516
2026	199,266	192,850	6,416
Totals	1,376,719	1,336,538	40,181

➤ Average annual savings of approximately \$5,023

NEXT STEPS FOR A SUCCESSFUL REFINANCING

- September 17, 2018
Council approves a Refinancing Plan and Parameters Ordinance delegating authority to certain City Officials to sign documents
 - Set minimum savings threshold

- October 16, 2018
Sell the refinancing bonds, lock-in an interest rate and finalize terms with investor(s)
(no Council meeting necessary)

- November 20, 2018
Receive AG approval and Closing of the refinancing transaction *(no Council meeting necessary)*

TERM SHEET FOR THE SERIES 2018 REFINANCING BOND ISSUE

- Sale Date: October 16, 2018
- Closing Date: November 20, 2018
- Tax Status: Tax-Exempt Bank Qualified
- Interest Rate: Fixed Rate
- Interest Dates: Semi-annually on (2/15) and (8/15); first payment on 2/15/2019
- Principal Dates: Annually, 2/15/2019 through 2/15/2026
- Call Option: TBD
- Security: Ad Valorem Property Taxes
- Ratings: None
- Sale Type: Private Placement
- Purchaser: TBD

September 6, 2018

Via E-Mail and Federal Express

Norton Rose Fulbright US LLP
300 Convent Street, Suite 2100
San Antonio, Texas 78205-3792
United States

W. Jeffrey Kuhn
Partner
Direct line +1 210 270 7131
w.jeffrey.kuhn@nortonrosefulbright.com

Tel +1 210 224 5575
Fax +1 210 270 7205
nortonrosefulbright.com

Mr. William Hill
City Manager
City of Shavano Park
900 Saddletree Court
Shavano Park, Texas 78231

Re: City of Shavano Park, Texas General Obligation Refunding Bonds, Series 2018

Dear Bill:

I enclose the following documents pertaining to the captioned financing for execution at the September 17, 2018 regular meeting of the Board of Aldermen as follows:

1. Ordinance authorizing issuance of the Bonds (one copy and five signature pages);
2. City Secretary's Certificate pertaining to the above Ordinance (two copies and five signature pages);
3. Paying Agent/Registrar Agreement (one copy and five signature pages);
4. Escrow Deposit Letter (one copy and five signature pages);
5. General Certificate (one copy and five signature pages);
6. Signature and No-Litigation Certificate (one copy and five signature pages). **This document must be notarized;**
7. Certificate as to Tax Exemption (one copy and five signature pages);
8. IRS Form 8038-G (one copy and five signature pages);
9. Instruction Letter to the Comptroller of Public Accounts (one copy and five signature pages);
10. Initial Bond (one original and two signature pages); and
11. Definitive Bonds (one original and five signature pages).

Please return the original Initial Bonds and Definitive Bonds, one completed copy of the City Secretary's Certificate, and all executed signature pages to me. The completed copies of the aforementioned documents should be retained for the files of the City.

We will send the appropriate revised documents, including the Approval Certificate and the Purchase and Investment Letter to the City once the captioned transaction prices. We will also coordinate the execution of the Paying Agent/Registrar Agreement, Purchase and Investment Letter, and the Escrow Deposit Letter with the appropriate bank.

By copy of this letter, I respectfully request that Mr. Duncan Morrow ensure that the winning bidder, to the extent necessary, completes, executes, and files the HB 1295 form with the Texas Ethics Committee.

PLEASE NOTE, THE TEXAS ATTORNEY GENERAL PREFERS ALL SIGNATURES TO BE IN BLUE INK TO ENSURE ORIGINAL SIGNATURES.

Thank you, in advance, for your prompt attention to this matter. If I can provide any additional assistance concerning this matter, please do not hesitate to contact me.

Very truly yours,



W. Jeffrey Kuhn

WJK/rk

Enclosures

cc: Ms. Brenda Morey (City of Shavano Park, Texas)
Ms. Zina Tedford (City of Shavano Park, Texas)
Mr. Duncan Morrow (Frost Bank Capital Markets Division)
Mr. George W. Scofield (Firm)
Mr. Clay Binford (Firm)
Ms. Stephanie V. Leibe (Firm)
Mr. Adam C. Harden (Firm)
Mr. Arnold Cantu III (Firm)
Ms. Lauren N. Ferrero (Firm)
Mr. Matthew A. Lee (Firm)
Mr. John Hall (Firm)

ORDINANCE NO. _____

AN ORDINANCE BY THE BOARD OF ALDERMAN OF THE CITY OF SHAVANO PARK, TEXAS AUTHORIZING THE ISSUANCE OF “CITY OF SHAVANO PARK, TEXAS GENERAL OBLIGATION REFUNDING BONDS, SERIES 2018”, LEVYING AN ANNUAL AD VALOREM TAX, WITHIN THE LIMITATIONS PRESCRIBED BY LAW, FOR THE PAYMENT OF THE BONDS; PRESCRIBING THE FORM, TERMS, CONDITIONS, AND RESOLVING OTHER MATTERS INCIDENT AND RELATED TO THE ISSUANCE, SALE, AND DELIVERY OF THE BONDS; AUTHORIZING THE EXECUTION OF A PAYING AGENT/REGISTRAR AGREEMENT, A PURCHASE AND INVESTMENT LETTER, AND AN ESCROW DEPOSIT LETTER; COMPLYING WITH THE LETTER OF REPRESENTATIONS ON FILE WITH THE DEPOSITORY TRUST COMPANY; DELEGATING THE AUTHORITY TO CERTAIN MEMBERS OF THE BOARD OF ALDERMAN AND CITY STAFF TO APPROVE AND EXECUTE CERTAIN DOCUMENTS RELATING TO THE SALE OF THE BONDS; AUTHORIZING THE EXECUTION OF ANY NECESSARY ENGAGEMENT AGREEMENTS WITH THE CITY’S FINANCIAL ADVISORS AND/OR BOND COUNSEL; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the Board of Alderman (the *Board*) of the City of Shavano Park, Texas (the *City*) has heretofore issued, sold, and delivered, and there are currently outstanding obligations in the aggregate original principal amount of \$1,515,000, being the obligations set forth on Schedule I hereto which is incorporated by reference for all purposes to this ordinance (the *Refunded Obligations*); and

WHEREAS, the Board intends to issue an aggregate principal amount of \$_____ in general obligation refunding bonds the proceeds of which will be utilized to provide for the (i) discharge and final payment of the Refunded Obligations and (ii) payment of the costs of issuance of general obligation refunding bonds; and

WHEREAS, pursuant to the provisions of Chapter 1207, as amended, Texas Government Code (the *Act*), the Board is authorized to issue refunding bonds and deposit the proceeds of sale under an escrow agreement to provide for the payment of the Refunded Obligations, and such deposit, when made in accordance with the Act, shall constitute the making of firm banking and financial arrangements for the discharge and final payment of the Refunded Obligations; and

WHEREAS, the Act permits that the deposit of the proceeds from the sale of the refunding bonds be deposited directly with any designated escrow agent which is not the depository bank of the City; and

WHEREAS, when firm banking arrangements have been made for the payment of principal of and interest to the stated maturity or redemption dates of the Refunded Obligations, then the Refunded Obligations shall no longer be regarded as outstanding except for the purpose of receiving payment from the funds provided for such purpose and may not be included in or considered to be an indebtedness of the City for the purpose of a limitation on outstanding indebtedness or taxation or for any other purpose; and

WHEREAS, Wells Fargo Bank, National Association, Minneapolis, Minnesota, as successor in interest to Wells Fargo Bank, National Association, Austin, Texas, currently serves as the paying agent for the Refunded Obligations; and

WHEREAS, UMB Bank, N.A., Austin, Texas is hereby appointed as the Escrow Agent (hereinafter defined) for the Bonds (hereafter defined); and

WHEREAS, _____, _____, _____ is hereby appointed as the Paying Agent/Registrar (hereinafter defined) for the general obligation refunding bonds; and

WHEREAS, the Board also hereby finds and determines that the Refunded Obligations are scheduled to mature or are subject to being redeemed, not more than twenty (20) years from the date of the general obligation refunding bonds herein authorized and being issued to restructure the City's debt service and associated tax rates in the coming years, and such refunding will result in a net present value savings of \$ _____ and a gross savings of \$ _____; including the City's cash contribution of \$0.00; and

WHEREAS, the Board hereby finds and determines that the issuance of general obligation refunding bonds for the purpose of refunding the Refunded Obligations is in the best interests of the residents of the City, now, therefore,

BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF SHAVANO PARK:

SECTION 1. Authorization - Designation - Principal Amount - Purpose. General obligation refunding bonds of the City shall be and are hereby authorized to be issued in the aggregate principal amount of _____ AND NO/100 DOLLARS (\$ _____), to be designated and bear the title of "CITY OF SHAVANO PARK, TEXAS GENERAL OBLIGATION REFUNDING BONDS, SERIES 2018" (the *Bonds*), for the purpose of providing funds for the (i) discharge and final payment of the Refunded Obligations and (ii) payment of the costs of issuance of the Bonds, all in conformity with the laws of the State of Texas, particularly the Act, and an ordinance adopted by the Board on September 17, 2018.

As authorized by the Act, the Mayor, Mayor Pro Tem, City Manager, Finance Director, and/or the City Secretary (each of the foregoing, individually, an *Authorized Official*) are hereby authorized, appointed, and designated as the officials of the City authorized to individually act on behalf of the City in selling and delivering the Bonds authorized herein and carrying out the procedures specified in this Ordinance, including approval of the aggregate principal amount of each maturity of the Bonds, the dated date, the redemption provisions therefor, and the rate of interest to be borne on the principal amount of each such maturity. Each Authorized Official,

acting for and on behalf of the City, is authorized to execute the Approval Certificate attached hereto as Schedule II. The Bonds shall be issued in the original principal amount not to exceed \$1,650,000; the maximum maturity of the Bonds will be February 15, 2026; the true interest rate (federal arbitrage yield) shall not exceed a rate greater than 3.00% per annum calculated in a manner consistent with the provisions of Chapter 1204, as amended, Texas Government Code, and the net present value savings resulting from the refunding of the Refunded Obligations shall be at least 3.00%, excluding the City's cash contribution (if any) and cost of issuance. The execution of the Approval Certificate shall evidence the sale date of the Bonds by the City to the Purchasers in accordance with the provisions of the Act. Upon execution of the Approval Certificate, Bond Counsel is authorized to complete this Ordinance to reflect such final terms applicable to the Bonds.

SECTION 2. Fully Registered Obligations - Authorized Denominations - Stated Maturities - Interest Rates – Dated Date. The Bonds shall be issued as fully registered obligations, without coupons, shall be dated November 1, 2018 (the *Dated Date*), and shall generally be in denominations of \$100,000 or any integral multiple of \$5,000 in excess thereof, and the Bonds shall be lettered “R” and numbered consecutively from One (1) upward, and principal shall become due and payable on February 15 in each of the years and in principal amounts (the *Stated Maturities*) and bear interest on the unpaid principal amounts from the Closing Date (hereinafter defined), or from the most recent Interest Payment Date (hereinafter defined) to which interest has been paid or duly provided for, to the earlier of redemption or Stated Maturity, at the per annum rates, while Outstanding, in accordance with the following schedule:

<u>Years of Stated Maturity</u>	<u>Principal Amounts (\$)</u>	<u>Interest Rates (%)</u>
2019		
2020		
2021		
2022		
2023		
2024		
2025		
2026		

The Bonds shall bear interest on the unpaid principal amounts from the Closing Date (anticipated to occur on or about November __, 2018), or from the most recent Interest Payment Date (hereinafter defined) to which interest has been paid or duly provided for, to the earlier of redemption or Stated Maturity, while Outstanding, at the rates per annum shown in the above schedule (calculated on the basis of a 360-day year of twelve 30-day months). Interest on the Bonds shall be payable on February 15 and August 15 in each year (each, an *Interest Payment Date*), commencing February 15, 2019 while the Bonds are Outstanding.

SECTION 3. Payment of Bonds - Paying Agent/Registrar.

The principal of, premium, if any, and the interest on the Bonds, due and payable by reason of Stated Maturity, redemption, or otherwise, shall be payable in any coin or currency of the United States of America which at the time of payment is legal tender for the payment of public and private debts, and such payment of principal of, premium, if any, and interest on the Bonds shall be without exchange or collection charges to the Holder (as hereinafter defined) of the Bonds.

The selection and appointment of _____, _____, _____ (the *Paying Agent/Registrar*) to serve as the initial Paying Agent/Registrar for the Bonds is hereby approved and confirmed, and the City agrees and covenants to cause to be kept and maintained at the corporate trust office of the Paying Agent/Registrar books and records (the *Security Register*) for the registration, payment, and transfer of the Bonds, all as provided herein, in accordance with the terms and provisions of a Paying Agent/Registrar Agreement, attached, in substantially final form, as Exhibit A hereto, and such reasonable rules and regulations as the Paying Agent/Registrar and the City may prescribe. The City covenants to maintain and provide a Paying Agent/Registrar at all times while the Bonds are Outstanding, and any successor Paying Agent/Registrar shall be (i) a national or state banking institution or (ii) an association or a corporation organized and doing business under the laws of the United States of America or of any state, authorized under such laws to exercise trust powers. Such Paying Agent/Registrar shall be subject to supervision or examination by federal or state authority and authorized by law to serve as a Paying Agent/Registrar.

The City reserves the right to appoint a successor Paying Agent/Registrar upon providing the previous Paying Agent/Registrar with a certified copy of a resolution or ordinance terminating such agency. Additionally, the City agrees to promptly cause a written notice of this substitution to be sent to each Holder of the Bonds by United States mail, first-class postage prepaid, which notice shall also give the address of the new Paying Agent/Registrar.

Principal of, premium, if any, and interest on the Bonds, due and payable by reason of Stated Maturity, redemption, or otherwise, shall be payable only to the registered owner of the Bonds appearing on the Security Register (the *Holder* or *Holder*s) maintained on behalf of the City by the Paying Agent/Registrar as hereinafter provided (i) on the Record Date (hereinafter defined) for purposes of payment of interest on the Bonds, (ii) on the date of surrender of the Bonds for purposes of receiving payment of principal thereof upon redemption or at the Bonds' Stated Maturity, and (iii) on any other date for any other purpose. The City and the Paying Agent/Registrar, and any agent of either, shall treat the Holder as the owner of a Bond for purposes of receiving payment and all other purposes whatsoever, and neither the City nor the Paying Agent/Registrar, or any agent of either, shall be affected by notice to the contrary.

Principal of and premium, if any, on the Bonds shall be payable only upon presentation and surrender of the Bonds to the Paying Agent/Registrar at its corporate trust office (provided, however, with respect to principal payments prior to the final Stated Maturity, the Bonds need not be surrendered to the Paying Agent/Registrar, who will merely document this payment on an internal ledger maintained by the Paying Agent/Registrar). Interest on the Bonds shall be paid to the Holder whose name appears in the Security Register at the close of business on the last business day of the month next preceding an Interest Payment Date for the Bonds (the *Record Date*) and

shall be paid (i) by check sent on or prior to the appropriate date of payment by United States mail, first-class postage prepaid, by the Paying Agent/Registrar, to the address of the Holder appearing in the Security Register or (ii) by such other method, acceptable to the Paying Agent/Registrar, requested in writing by the Holder at the Holder's risk and expense.

If the date for the payment of the principal of, premium, if any, or interest on the Bonds shall be a Saturday, a Sunday, a legal holiday, or a day on which banking institutions in the city where the corporate trust office of the Paying Agent/Registrar is located are authorized by law or executive order to close, then the date for such payment shall be the next succeeding day which is not such a day. The payment on such date shall have the same force and effect as if made on the original date any such payment on the Bonds was due.

In the event of a non-payment of interest on a scheduled payment date, and for thirty (30) days thereafter, a new record date for such interest payment (a *Special Record Date*) will be established by the Paying Agent/Registrar, if and when funds for the payment of such interest have been received from the City. Notice of the Special Record Date and of the scheduled payment date of the past due interest (the *Special Payment Date* - which shall be fifteen (15) days after the Special Record Date) shall be sent at least five (5) business days prior to the Special Record Date by United States mail, first-class postage prepaid, to the address of each Holder of a Bond appearing on the Security Register at the close of business on the last business day next preceding the date of mailing of such notice.

SECTION 4. Redemption.

A. Mandatory Redemption of Term Bonds. The Bonds stated to mature on February 15, 20__ are referred to herein as the "Term Bonds". The Term Bonds are subject to mandatory sinking fund redemption prior to their stated maturities from money required to be deposited in the Bond Fund for such purpose and shall be redeemed in part, by lot or other customary method, at the principal amount thereof plus accrued interest to the date of redemption in the following principal amounts on February 15 in each of the years as set forth below:

Term Bonds
Stated to Mature
on February 15, 20__

<u>Year</u>	<u>Principal Amount (\$)</u>
-------------	----------------------------------

*Payable at Stated Maturity

The principal amount of a Term Bond required to be redeemed pursuant to the operation of such mandatory redemption provisions shall be reduced, at the option of the City, by the principal amount of any Term Bonds of such Stated Maturity which, at least 50 days prior to the mandatory redemption date (1) shall have been defeased or acquired by the City and delivered to the Paying Agent/Registrar for cancellation (2) shall have been purchased and canceled by the Paying Agent/Registrar at the request of the City with money in the Bond Fund, or (3) shall have been redeemed pursuant to the optional redemption provisions set forth below and not theretofore credited against a mandatory redemption requirement.

B. Optional Redemption of Bonds. The Bonds having Stated Maturities on and after February 15, 20__ shall be subject to redemption prior to Stated Maturity, at the option of the City on February 15, 20__ or on any date thereafter, in whole or in part, in principal amounts of \$5,000 or any integral multiple thereof (and if within a Stated Maturity selected at random and by lot by the Paying Agent/Registrar) at the redemption price of par plus accrued interest to the date of redemption.

C. Exercise of Redemption Option. At least forty-five (45) days prior to a date set for the redemption of the Bonds (unless a shorter notification period shall be satisfactory to the Paying Agent/Registrar), the City shall notify the Paying Agent/Registrar of its decision to exercise the right to redeem the Bonds, the principal amount of each Stated Maturity to be redeemed, and the date set for the redemption thereof. The decision of the City to exercise the right to redeem the Bonds shall be entered in the minutes of the Board of the City.

D. Selection of Bonds for Redemption. If less than all Outstanding Bonds of the same Stated Maturity are to be redeemed on a redemption date, the Paying Agent/Registrar shall select at random and by lot the Bonds to be redeemed, provided that if less than the entire principal amount of a Bond is to be redeemed, the Paying Agent/Registrar shall treat such Bond then subject to redemption as representing the number of Bonds Outstanding which is obtained by dividing the principal amount of such Bond by \$5,000.

E. Notice of Redemption. Not less than thirty (30) days prior to a mandatory or optional redemption date for the Bonds, the Paying Agent/Registrar shall cause a notice of redemption to be sent by United States Mail, first-class postage prepaid, in the name of the City and at the City's expense, by the Paying Agent/Registrar to each Holder of a Bond to be redeemed in whole or in part at the address of the Holder appearing on the Security Register at the time such notice of redemption is mailed, and any notice of redemption so mailed shall be conclusively presumed to have been duly given irrespective of whether received by the Holder. This notice may also be published once in a financial publication, journal, or reporter of general circulation among securities dealers in the City of New York, New York (including, but not limited to, *The Bond Buyer* and *The Wall Street Journal*), or in the State of Texas (including, but not limited to, *The Texas Bond Reporter*).

All notices of redemption shall (i) specify the date of redemption for the Bonds, (ii) identify the Bonds to be redeemed and, in the case of a portion of the principal amount to be redeemed, the principal amount thereof to be redeemed, (iii) state the redemption price, (iv) state that the Bonds, or the portion of the principal amount thereof to be redeemed, shall become due and payable on the redemption date specified, and the interest thereon, or on the portion of the principal amount thereof to be redeemed, shall cease to accrue from and after the redemption date, and (v) specify that payment of the redemption price for the Bonds, or the principal amount thereof to be redeemed, shall be made at the corporate trust office of the Paying Agent/Registrar only upon presentation and surrender thereof by the Holder.

If a Bond is subject by its terms to redemption and has been called for redemption and notice of redemption thereof has been duly given as hereinabove provided, such Bond (or the principal amount thereof to be redeemed) so called for redemption shall become due and payable, and if money sufficient for the payment of such Bonds (or of the principal amount thereof to be redeemed) at the then applicable redemption price is held for the purpose of such payment by the Paying Agent/Registrar, then on the redemption date designated in such notice, interest on the Bond (or the principal amount thereof to be redeemed) called for redemption shall cease to accrue and such Bonds shall not be deemed to be Outstanding.

F. Transfer/Exchange of Bonds. Neither the Issuer nor the Paying Agent/Registrar shall be required to transfer or exchange any Bonds called for redemption, in whole or in part, during a period beginning forty five (45) days prior to the redemption date; provided, however such limitation shall not be applicable to an exchange by the Holder of the unredeemed balance of a Bond which is subject to partial redemption.

SECTION 5. Execution - Registration. The Bonds shall be executed on behalf of the City by its Mayor or Mayor Pro Tem under the seal of the City reproduced or impressed thereon and attested by its City Secretary. The signature of any of said officers on the Bonds may be manual or facsimile. Bonds bearing the manual or facsimile signatures of individuals who were, at the time of the Dated Date, the proper officers of the City shall bind the City, notwithstanding that such individuals or either of them shall cease to hold such offices prior to the delivery of the Bonds to the Purchasers (hereinafter defined), all as authorized and provided in Chapter 1201, as amended, Texas Government Code.

No Bond shall be entitled to any right or benefit under this Ordinance, or be valid or obligatory for any purpose, unless there appears on such Bond either a certificate of registration substantially in the form provided in Section 8C, executed by the Comptroller of Public Accounts of the State of Texas or his duly authorized agent by manual signature, or a certificate of registration substantially in the form provided in Section 8D, executed by the Paying Agent/Registrar by manual signature, and either such certificate upon any Bond shall be conclusive evidence, and the only evidence, that such Bond has been duly certified or registered and delivered.

SECTION 6. Registration - Transfer - Exchange of Bonds - Predecessor Bonds. The Paying Agent/Registrar shall obtain, record, and maintain in the Security Register the name and address of every owner of the Bonds, or, if appropriate, the nominee thereof. Any Bond may, in accordance with its terms and the terms hereof, be transferred or exchanged for Bonds of other authorized denominations upon the Security Register by the Holder, in person or by his duly authorized agent, upon surrender of such Bond to the Paying Agent/Registrar for cancellation, accompanied by a written instrument of transfer or request for exchange duly executed by the Holder or by his duly authorized agent, in form satisfactory to the Paying Agent/Registrar.

Upon surrender for transfer of any Bond at the corporate trust office of the Paying Agent/Registrar, the City shall execute and the Paying Agent/Registrar shall register and deliver, in the name of the designated transferee or transferees, one or more new Bonds of authorized denomination and having the same Stated Maturity and of a like interest rate and aggregate principal amount as the Bond or Bonds surrendered for transfer.

At the option of the Holder, Bonds may be exchanged for other Bonds of authorized denominations and having the same Stated Maturity, bearing the same rate of interest and of like aggregate principal amount as the Bonds surrendered for exchange upon surrender of the Bonds to be exchanged at the corporate trust office of the Paying Agent/Registrar. Whenever any Bonds are so surrendered for exchange, the City shall execute, and the Paying Agent/Registrar shall register and deliver, the Bonds to the Holder requesting the exchange.

All Bonds issued upon any transfer or exchange of Bonds shall be delivered at the corporate trust office of the Paying Agent/Registrar, or be sent by registered mail to the Holder at his request, risk, and expense, and upon the delivery thereof, the same shall be the valid and binding obligations of the City, evidencing the same obligation to pay, and entitled to the same benefits under this Ordinance, as the Bonds surrendered upon such transfer or exchange.

All transfers or exchanges of Bonds pursuant to this Section shall be made without expense or service charge to the Holder, except as otherwise herein provided, and except that the Paying Agent/Registrar shall require payment by the Holder requesting such transfer or exchange of any tax or other governmental charges required to be paid with respect to such transfer or exchange.

Bonds canceled by reason of an exchange or transfer pursuant to the provisions hereof are hereby defined to be Predecessor Bonds, evidencing all or a portion, as the case may be, of the same debt evidenced by the new Bond or Bonds registered and delivered in the exchange or transfer therefor. Additionally, the term Predecessor Bonds shall include any Bond registered and delivered pursuant to Section 17 in lieu of a mutilated, lost, destroyed, or stolen Bond which shall be deemed to evidence the same obligation as the mutilated, lost, destroyed, or stolen Bond.

SECTION 7. Initial Bond. The Bonds herein authorized shall be initially issued as either (i) a single fully registered Bond in the aggregate principal amount of \$_____ with principal installments to become due and payable as provided in Section 2 hereof and numbered T-1, or (ii) as one (1) fully registered Bond for each year of Stated Maturity in the applicable principal amount and denomination and to be numbered consecutively from T-1 and upward (the *Initial Bond*), and the Initial Bond shall be registered in the name of the Purchasers or the designee thereof. The Initial Bond shall be the Bonds submitted to the Office of the Attorney General of the State of Texas for approval, certified and registered by the Office of the Comptroller of Public Accounts of the State of Texas and delivered to the Purchasers. Any time after the delivery of the Initial Bond, the Paying Agent/Registrar, pursuant to written instructions from the Purchasers, or the designee thereof, shall cancel the Initial Bond delivered hereunder and exchange therefor definitive Bonds of like kind and of authorized denominations, Stated Maturities, principal amounts bearing applicable interest rates, and shall be lettered "R" and numbered consecutively from one (1) upward for transfer and delivery to the Holders named at the addresses identified therefor; all pursuant to and in accordance with such written instructions from the Purchasers, or the designee thereof, and such other information and documentation as the Paying Agent/Registrar may reasonably require.

SECTION 8. Forms.

A. Forms Generally. The Bonds, the Registration Certificate of the Comptroller of Public Accounts of the State of Texas, the Registration Certificate of Paying Agent/Registrar, and the form of Assignment to be printed on each of the Bonds shall be substantially in the forms set forth in this Section with such appropriate insertions, omissions, substitutions, and other variations as are permitted or required by this Ordinance and may have such letters, numbers, or other marks of identification (including insurance legends in the event the Bonds, or any Stated Maturities thereof, are insured and identifying numbers and letters of the Committee on Uniform Securities Identification Procedures of the American Bankers Association) and such legends and endorsements (including insurance legends and any reproduction of an opinion of Bond Counsel (hereinafter referenced)) thereon as may, consistent herewith, be established by the City or determined by the officers executing the Bonds as evidenced by their execution thereof. Any portion of the text of any Bond may be set forth on the reverse thereof, with an appropriate reference thereto on the face of the Bond.

The definitive Bonds shall be printed, lithographed, or engraved, produced by any combination of these methods, or produced in any other similar manner, all as determined by the officers executing the Bonds as evidenced by their execution thereof, but the Initial Bond(s) submitted to the Attorney General of Texas may be typewritten or photocopied or otherwise reproduced.

[The remainder of this page intentionally left blank.]

B. Form of Definitive Bond.

REGISTERED
NO. _____

REGISTERED
PRINCIPAL AMOUNT
\$ _____

United States of America
State of Texas
County of Bexar
CITY OF SHAVANO PARK, TEXAS
GENERAL OBLIGATION REFUNDING BONDS,
SERIES 2018

Dated Date: November 1, 2018
Interest Rate:
Stated Maturity:
CUSIP NO:

REGISTERED OWNER: _____

PRINCIPAL AMOUNT: _____

The City of Shavano Park, Texas (the *City*), a body corporate and a municipal corporation in the County of Bexar, State of Texas, for value received, acknowledges itself indebted to and hereby promises to pay to the order of the Registered Owner specified above, or the registered assigns thereof, on the Stated Maturity date specified above, the Principal Amount specified above (or so much thereof as shall not have been paid upon prior redemption) and to pay interest on the unpaid Principal Amount hereof from the Closing Date (anticipated to occur on or about November __, 2018), or from the most recent Interest Payment Date (hereinafter defined) to which interest has been paid or duly provided for, until such Principal Amount has become due and payment thereof has been made or duly provided for, to the earlier of redemption or Stated Maturity, while Outstanding, at the per annum rate of interest specified above computed on the basis of a 360-day year of twelve 30-day months; such interest being payable on February 15 and August 15 of each year (each, an *Interest Payment Date*), commencing February 15, 2019.

Principal and premium, if any, on this Bond shall be payable to the Registered Owner hereof (the *Holder*), upon presentation and surrender (provided, however, with respect to principal payments prior to the final Stated Maturity, the Bonds need not be surrendered to the Paying Agent/Registrar, who will merely document this payment on an internal ledger maintained by the Paying Agent/Registrar) at the corporate trust office of the Paying Agent/Registrar executing the registration certificate appearing hereon or a successor thereof. Interest shall be payable to the Holder of this Bond (or one or more Predecessor Bonds, as defined in the Ordinance hereinafter referenced) whose name appears on the Security Register maintained by the Paying Agent/Registrar at the close of business on the Record Date, which is the last business day of the month next preceding each interest payment date. All payments of principal of, and interest on this Bond shall be in any coin or currency of the United States of America which at the time of payment is legal tender for the payment of public and private debts. Interest shall be paid by the Paying Agent/Registrar by check sent on or prior to the appropriate date of payment by United States mail, first-class postage prepaid, to the Holder hereof at the address appearing in the Security

Register or by such other method, acceptable to the Paying Agent/Registrar, requested by the Holder hereof at the Holder's risk and expense.

This Bond is one of the series specified in its title issued in the aggregate principal amount of \$_____ (the *Bonds*) pursuant to an ordinance adopted by the governing body of the City (the *Ordinance*), for the purpose of providing funds for the (i) discharge and final payment of the Refunded Obligations and (ii) payment of the costs of issuance of the Bonds, under and in strict conformity with the laws of the State of Texas, including Chapter 1207, as amended, Texas Government Code.

The Bonds of this series are payable from the proceeds of an annual ad valorem tax levied upon all taxable property within the City within the limitations prescribed by law.

As specified in the Ordinance, the Bonds stated to mature on February 15, 20__ are referred to herein as the "Term Bonds". The Term Bonds are subject to mandatory sinking fund redemption prior to their stated maturities from money required to be deposited in the Bond Fund for such purpose and shall be redeemed in part, by lot or other customary method, at the principal amount thereof plus accrued interest to the date of redemption in the following principal amounts on February 15 in each of the years as set forth below:

Term Bonds
Stated to Mature
on February 15, 20__

<u>Year</u>	<u>Principal Amount (\$)</u>
-------------	----------------------------------

*Payable at Stated Maturity

The principal amount of a Term Bond required to be redeemed pursuant to the operation of such mandatory redemption provisions shall be reduced, at the option of the City, by the principal amount of any Term Bonds of such Stated Maturity which, at least 50 days prior to the mandatory redemption date (1) shall have been defeased or acquired by the City and delivered to the Paying Agent/Registrar for cancellation (2) shall have been purchased and canceled by the Paying Agent/Registrar at the request of the City with money in the Bond Fund, or (3) shall have been redeemed pursuant to the optional redemption provisions set forth below and not theretofore credited against a mandatory redemption requirement.

As specified in the Ordinance, the Bonds stated to mature on and after February 15, 20__, may be redeemed prior to their Stated Maturities, at the option of the City, on February 15, 20__,

or on any date thereafter, in whole or in part in principal amounts of \$5,000 or any integral multiple thereof (and if within a Stated Maturity selected at random and by lot by the Paying Agent/Registrar) at the redemption price of par, together with accrued interest to the date of redemption, and upon thirty (30) days prior written notice being given by the Paying Agent/Registrar and subject to the terms and provisions relating thereto contained in the Ordinance. If this Bond is subject to prior redemption and is of a denomination in excess of \$5,000, portions of the principal sum hereof in installments of \$5,000 or any integral multiple thereof may be redeemed, and, if less than all of the principal sum hereof is to be redeemed, upon the surrender of this Bond to the Paying Agent/Registrar at its corporate trust office there shall be issued to the Holder hereof, without charge therefor, for the then unredeemed balance of the principal sum hereof, a new Bond or Bonds of like Stated Maturity and interest rate in any authorized denominations provided by the Ordinance.

If this Bond (or any portion of the principal sum hereof) shall have been duly called for redemption and notice of such redemption duly given, then upon such redemption date this Bond (or the portion of the principal sum hereof to be redeemed) shall become due and payable, and, if money for the payment of the redemption price and the interest accrued on the principal amount to be redeemed to the date of redemption is held for the purpose of such payment by the Paying Agent/Registrar, interest shall cease to accrue and be payable thereon from and after the redemption date on the principal amount scheduled to be redeemed. If this Bond is called for redemption, in whole or in part, the City or the Paying Agent/Registrar shall not be required to issue, transfer, or exchange this Bond, within forty-five (45) days from the date fixed for redemption; provided, however, such limitation of transfer shall not be applicable to an exchange by the Holder of the unredeemed balance of a Bond that is redeemed in part.

Reference is hereby made to the Ordinance, a copy of which is on file in the corporate trust office of the Paying Agent/Registrar, and to all of the provisions of which the Holder by his acceptance hereof hereby assents, for definitions of terms; the description of and the nature and extent of the tax levied for the payment of the Bonds; the terms and conditions relating to the transfer or exchange of the Bonds; the conditions upon which the Ordinance may be amended or supplemented with or without the consent of the Holders; the rights, duties, and obligations of the City and the Paying Agent/Registrar; the terms and provisions upon which this Bond may be redeemed or discharged at or prior to the Stated Maturity thereof, and deemed to be no longer Outstanding thereunder; and for the other terms and provisions specified in the Ordinance. Capitalized terms used herein have the same meanings assigned in the Ordinance.

This Bond, subject to certain limitations contained in the Ordinance, may be transferred on the Security Register upon presentation and surrender at the corporate trust office of the Paying Agent/Registrar, duly endorsed by, or accompanied by a written instrument of transfer in form satisfactory to the Paying Agent/Registrar duly executed by the Holder hereof, or his duly authorized agent, and thereupon one or more new fully registered Bonds of the same Stated Maturity, of authorized denominations, bearing the same rate of interest, and of the same aggregate principal amount will be issued to the designated transferee or transferees.

The City and the Paying Agent/Registrar, and any agent of either, shall treat the Holder hereof whose name appears on the Security Register (i) on the Record Date as the owner hereof for purposes of receiving payment of interest hereon, (ii) on the date of surrender of this Bond as

the owner hereof for purposes of receiving payment of principal hereof at its Stated Maturity or its redemption, in whole or in part, and (iii) on any other date as the owner hereof for all other purposes, and neither the City nor the Paying Agent/Registrar, or any such agent of either, shall be affected by notice to the contrary. In the event of a non-payment of interest on a scheduled payment date, and for thirty (30) days thereafter, a new record date for such interest payment (a *Special Record Date*) will be established by the Paying Agent/Registrar, if and when funds for the payment of such interest have been received from the City. Notice of the Special Record Date and of the scheduled payment date of the past due interest (the *Special Payment Date* - which shall be fifteen (15) days after the Special Record Date) shall be sent at least five (5) business days prior to the Special Record Date by United States mail, first-class postage prepaid, to the address of each Holder appearing on the Security Register at the close of business on the last business day next preceding the date of mailing of such notice.

It is hereby certified, covenanted, and represented that all acts, conditions, and things required to be performed, exist, and be done precedent to the issuance of this Bond in order to render the same a legal, valid, and binding obligation of the City have been performed, exist, and have been done, in regular and due time, form, and manner, as required by the laws of the State of Texas and the Ordinance, and that the issuance of the Bonds does not exceed any constitutional or statutory limitation; and that due provision has been made for the payment of the principal of, premium if any, and interest on the Bonds by the levy of a tax as aforesated. In case any provision in this Bond or any application thereof shall be deemed invalid, illegal, or unenforceable, the validity, legality, and enforceability of the remaining provisions and applications shall not in any way be affected or impaired thereby. The terms and provisions of this Bond and the Ordinance shall be construed in accordance with and shall be governed by the laws of the State of Texas.

[The remainder of this page intentionally left blank.]

IN WITNESS WHEREOF, the City has caused this Bond to be duly executed under its official seal.

CITY OF SHAVANO PARK, TEXAS

Mayor

ATTEST:

City Secretary

(CITY SEAL)

[The remainder of this page intentionally left blank.]

C. *Form of Registration Certificate of Comptroller of Public Accounts to Appear on Initial Bonds Only.

REGISTRATION CERTIFICATE OF
COMPTROLLER OF PUBLIC ACCOUNTS

OFFICE OF THE COMPTROLLER OF	§	
PUBLIC ACCOUNTS	§	
	§	REGISTER NO. _____
THE STATE OF TEXAS	§	

I HEREBY CERTIFY that this Bond has been examined, certified as to validity and approved by the Attorney General of the State of Texas, and duly registered by the Comptroller of Public Accounts of the State of Texas.

WITNESS my signature and seal of office this _____.

Comptroller of Public Accounts
of the State of Texas

(SEAL)

* Note to Printer: Not to appear on printed Bonds

D. Form of Certificate of Paying Agent/Registrar to Appear on Definitive Bonds Only.

REGISTRATION CERTIFICATE OF PAYING AGENT/REGISTRAR

This Bond has been duly issued under the provisions of the within-mentioned Ordinance; the Bond or Bonds of the above-entitled and designated series originally delivered having been approved by the Attorney General of the State of Texas and registered by the Comptroller of Public Accounts, as shown by the records of the Paying Agent/Registrar.

Registered this date: _____,
_____, as Paying Agent/Registrar

By: _____
Authorized Signature

E. Form of Assignment.

ASSIGNMENT

FOR VALUE RECEIVED the undersigned hereby sells, assigns, and transfers unto (Print or typewrite name, address, and zip code of transferee): _____

(Social Security or other identifying number): _____
the within Bond and all rights thereunder, and hereby irrevocably constitutes and appoints _____ attorney to transfer the within Bond on the books kept for registration thereof, with full power of substitution in the premises.

DATED: _____

NOTICE: The signature on this assignment must correspond with the name of the registered owner as it appears on the face of the within Bond in every particular.

Signature guaranteed:

[The remainder of this page intentionally left blank.]

F. The Initial Bond shall be in the respective forms set forth in paragraph B of this Section, except that the form of a single fully registered Initial Bond shall be modified as follows:

- (i) immediately under the name of the Bond the headings “Interest Rate” and “Stated Maturity” shall both be completed “as shown below”;
- (ii) the first two paragraphs shall read as follows:

REGISTERED OWNER: _____

PRINCIPAL AMOUNT: _____ AND NO/100 DOLLARS

The City of Shavano Park, Texas (the *City*), a body corporate and municipal corporation in the County of Bexar, State of Texas, for value received, acknowledges itself indebted to and hereby promises to pay to the order of the Registered Owner named above, or the registered assigns thereof, the Principal Amount specified above stated to mature on the fifteenth day of February in each of the years and in principal amounts and bearing interest at per annum rates in accordance with the following schedule:

<u>Years of Stated Maturity</u>	<u>Principal Amounts (\$)</u>	<u>Interest Rates (%)</u>
-------------------------------------	-----------------------------------	-------------------------------

(Information to be inserted from
schedule in Section 2 hereof).

(or so much thereof as shall not have been paid upon prior redemption) and to pay interest on the unpaid Principal Amount hereof from the Closing Date (anticipated to occur on or about November __, 2018), or from the most recent Interest Payment Date (hereinafter defined) to which interest has been paid or duly provided for until the Principal Amount has become due and payment thereof has been made or duly provided for, to the earlier of redemption or Stated Maturity, while Outstanding, at the per annum rates of interest specified above computed on the basis of a 360-day year of twelve 30-day months; such interest being payable on February 15 and August 15 of each year (each, an *Interest Payment Date*), commencing February 15, 2019.

Principal of this Bond shall be payable to the Registered Owner hereof (the *Holder*), upon its presentation and surrender to Stated Maturity or prior redemption, while Outstanding, at the corporate trust office of _____, _____, _____ (the *Paying Agent/Registrar*) (provided, however, with respect to principal payments prior to the final Stated Maturity, the Bonds need not be surrendered to the Paying Agent/Registrar, who will merely document this payment on an internal ledger maintained by the Paying Agent/Registrar). Interest shall be payable to the Holder of this Bond whose name appears on the Security Register maintained by the Paying Agent/Registrar at the close of business on the Record Date, which is the last business day of the month next preceding each interest payment date. All payments of principal of and interest on this Bond shall be in any coin or currency of the United States of America which at the time of payment is legal tender for the payment of public and private debts. Interest shall be paid by the Paying Agent/Registrar by check sent on or prior to the appropriate date of payment by United States mail,

first-class postage prepaid, to the Holder hereof at the address appearing in the Security Register or by such other method, acceptable to the Paying Agent/Registrar, requested by, and at the risk and expense of, the Holder hereof.

G. Insurance Legend. If bond insurance is obtained by the City or the Purchasers for the Bonds, the Definitive Bonds and the Initial Bonds shall bear an appropriate legend as provided by the insurer to appear under the following header:

[BOND INSURANCE]

SECTION 9. Definitions. For all purposes of this Ordinance (as defined below), except as otherwise expressly provided or unless the context otherwise requires: (i) the terms defined in this Section have the meanings assigned to them in this Section, and certain terms used in Sections 21 and 38 of this Ordinance have the meanings assigned to them in such Sections, and all such terms include the plural as well as the singular; (ii) all references in this Ordinance to designated “Sections” and other subdivisions are to the designated Sections and other subdivisions of this Ordinance as originally adopted; and (iii) the words “herein”, “hereof”, and “hereunder” and other words of similar import refer to this Ordinance as a whole and not to any particular Section or other subdivision.

A. The term *Authorized Officials* shall mean the Mayor, the Mayor Pro Tem, the City Manager, Director of Finance, and/or the City Secretary.

B. The term *Bond Fund* shall mean the special fund created and established by the provisions of Section 10 of this Ordinance.

C. The term *Bonds* shall mean the \$_____ “CITY OF SHAVANO PARK, TEXAS GENERAL OBLIGATION REFUNDING BONDS, SERIES 2018” authorized by this Ordinance.

D. The term *City* shall mean City of Shavano Park, located in the County of Bexar, Texas and, where appropriate, the Board of the City.

E. The term *Closing Date* shall mean the date of physical delivery of the Initial Bonds in exchange for the payment in full by the Purchasers.

F. The term *Debt Service Requirements* shall mean, as of any particular date of computation, with respect to any obligations and with respect to any period, the aggregate of the amounts to be paid or set aside by the City as of such date or in such period for the payment of the principal of, premium, if any, and interest (to the extent not capitalized) on such obligations; assuming, in the case of obligations without a fixed numerical rate, that such obligations bear interest at the maximum rate permitted by the terms thereof and further assuming in the case of obligations required to be redeemed or prepaid as to principal prior to Stated Maturity, the principal amounts thereof will be redeemed prior to Stated Maturity in accordance with the mandatory redemption provisions applicable thereto.

G. The term *Depository* shall mean an official depository bank of the City.

H. The term *Government Securities*, as used herein, shall mean (i) direct noncallable obligations of the United States, including obligations that are unconditionally guaranteed by, the United States of America; (ii) noncallable obligations of an agency or instrumentality of the United States, including obligations that are unconditionally guaranteed or insured by the agency or instrumentality and that, on the date the governing body of the issuer adopts or approves the proceedings authorizing the issuance of refunding bonds, are rated as to investment quality by a nationally recognized investment rating firm not less than AAA or its equivalent; (iii) noncallable obligations of a state or an agency or a county, municipality, or other political subdivision of a state that have been refunded and that, on the date the governing body of the issuer adopts or approves the proceedings authorizing the issuance of refunding bonds, are rated as to investment quality by a nationally recognized investment rating firm not less than AAA or its equivalent, or (iv) any additional securities and obligations hereafter authorized by the laws of the State of Texas as eligible for use to accomplish the discharge of obligations such as the Bonds.

I. The term *Holder* or *Holder*s shall mean the registered owner, whose name appears in the Security Register, for any Bond.

J. The term *Interest Payment Date* shall mean the date interest is payable on the Bonds, being February 15 and August 15 of each year, commencing February 15, 2019, while any of the Bonds remain Outstanding.

K. The term *Ordinance* shall mean this ordinance adopted by the Board of the City on September 17, 2018.

L. The term *Outstanding* when used in this Ordinance with respect to Bonds shall mean, as of the date of determination, all Bonds issued and delivered under this Ordinance, except:

(1) those Bonds canceled by the Paying Agent/Registrar or delivered to the Paying Agent/Registrar for cancellation;

(2) those Bonds for which payment has been duly provided by the City in accordance with the provisions of Section 23 of this Ordinance; and

(3) those Bonds that have been mutilated, destroyed, lost, or stolen and replacement Bonds have been registered and delivered in lieu thereof as provided in Section 17 of this Ordinance.

M. The term *Purchasers* shall mean the initial purchasers of the Bonds named in Section 18 of this Ordinance.

N. The term *Stated Maturity* shall mean the annual principal payments of the Bonds payable on February 15 of each year, as set forth in Section 2 of this Ordinance.

SECTION 10. Bond Fund; Investments. For the purpose of paying the interest on and to provide a sinking fund for the payment, redemption, and retirement of the Bonds, there shall be and is hereby created a special fund to be designated "CITY OF SHAVANO PARK, TEXAS GENERAL OBLIGATION REFUNDING BONDS, SERIES 2018 INTEREST AND SINKING FUND" (the *Bond Fund*), which fund shall be kept and maintained at the Depository, and money

deposited in such fund shall be used for no other purpose and shall be maintained as provided in Section 21. Authorized Officials of the City are hereby authorized and directed to make withdrawals from the Bond Fund sufficient to pay the purchase price or amount of principal of, premium, if any, and interest on the Bonds as the same become due and payable and shall cause to be transferred to the Paying Agent/Registrar from money on deposit in the Bond Fund an amount sufficient to pay the amount of principal and/or interest stated to mature on the Bonds, such transfer of funds to the Paying Agent/Registrar to be made in such manner as will cause immediately available funds to be deposited with the Paying Agent/Registrar on or before the business day next preceding each interest and principal payment date for the Bonds.

Pending the transfer of funds to the Paying Agent/Registrar, money deposited in any fund created and established pursuant to the provisions of this Ordinance, at the option of the City, may be placed in time deposits, certificates of deposit, guaranteed investment contracts, or similar contractual agreements as permitted by the provisions of the Public Funds Investment Act, as amended, Chapter 2256, Texas Government Code, secured (to the extent not insured by the Federal Deposit Insurance Corporation) by obligations of the type hereinafter described, or be invested, as authorized by any law, including investments held in book-entry form, in securities including, but not limited to, direct obligations of the United States of America, obligations guaranteed or insured by the United States of America, which, in the opinion of the Attorney General of the United States, are backed by its full faith and credit or represent its general obligations, or invested in indirect obligations of the United States of America, including, but not limited to, evidences of indebtedness issued, insured or guaranteed by such governmental agencies as the Federal Land Banks, Federal Intermediate Credit Banks, Banks for Cooperatives, Federal Home Loan Banks, Government National Mortgage Association, Farmers Home Administration, Federal Home Loan Mortgage Association, Small Business Administration, or Federal Housing Association; provided that all such deposits and investments shall be made in such a manner that the money required to be expended from such fund will be available at the proper time or times. All interest and income derived from deposits and investments in such fund shall be credited to, and any losses debited to, such fund. All such investments shall be sold promptly when necessary to prevent any default in connection with the Bonds.

SECTION 11. Tax Levy. To provide for the payment of the Debt Service Requirements on the Bonds being (i) the interest on the Bonds and (ii) a sinking fund for their redemption at Stated Maturity or a sinking fund of 2% (whichever amount shall be the greater), there shall be and there is hereby levied for the current year and each succeeding year thereafter while the Bonds or any interest thereon shall remain Outstanding, a sufficient tax, within the limitations prescribed by law, on each one hundred dollars' valuation of taxable property in the City, adequate to pay such Debt Service Requirements, full allowance being made for delinquencies and costs of collection; said tax shall be assessed and collected each year and applied to the payment of the Debt Service Requirements, and the same shall not be diverted to any other purpose. The taxes so levied and collected shall be paid into the Bond Fund and are thereafter pledged to the payment of the Bonds. The Board hereby declares its purpose and intent to provide and levy a tax legally and fully sufficient to pay such Debt Service Requirements, it having been determined that the existing and available taxing authority of the City for such purpose is adequate to permit a legally sufficient tax in consideration of all other outstanding indebtedness and other obligations of the City.

SECTION 12. Deposits to Bond Fund; Surplus Bond Proceeds. The City hereby covenants and agrees to cause to be deposited in the Bond Fund prior to a principal and interest payment date for the Bonds, from the annual levy of an ad valorem tax or from other lawfully available funds, amounts sufficient to fully pay and discharge promptly each installment of interest and principal of the Bonds as the same accrues or matures or comes due by reason of Stated Maturity.

Accrued interest, if any, received from the Purchasers of the Bonds, along with any taxes collected pertaining to the Refunded Obligations, after the Closing Date, shall be deposited to the Bond Fund. In addition, any surplus proceeds from the sale of the Bonds, including investment income thereon, not expended for authorized purposes shall be deposited in the Bond Fund, and such amounts so deposited shall reduce the sums otherwise required to be deposited in said fund from ad valorem taxes.

SECTION 13. Security of Funds. All money on deposit in the funds for which this Ordinance makes provision (except any portion thereof as may be at any time properly invested as provided herein) shall be secured in the manner and to the fullest extent required by the laws of the State of Texas for the security of public funds, and money on deposit in such funds shall be used only for the purposes permitted by this Ordinance.

SECTION 14. Remedies in Event of Default. In addition to all the rights and remedies provided by the laws of the State of Texas, the City covenants and agrees particularly that in the event the City (a) defaults in the payments to be made to the Bond Fund or (b) defaults in the observance or performance of any other of the covenants, conditions, or obligations set forth in this Ordinance, the Holders of any of the Bonds shall be entitled to seek a writ of mandamus issued by a court of proper jurisdiction compelling and requiring the governing body of the City and other officers of the City to observe and perform any covenant, condition, or obligation prescribed in this Ordinance.

No delay or omission to exercise any right or power accruing upon any default shall impair any such right or power or shall be construed to be a waiver of any such default or acquiescence therein, and every such right and power may be exercised from time to time and as often as may be deemed expedient. The specific remedies herein provided shall be cumulative of all other existing remedies and the specification of such remedies shall not be deemed to be exclusive.

SECTION 15. Notices to Holders; Waiver. Wherever this Ordinance provides for notice to Holders of any event, such notice shall be sufficiently given (unless otherwise herein expressly provided) if in writing and sent by United States mail, first-class postage prepaid, to the address of each Holder appearing in the Security Register at the close of business on the business day next preceding the mailing of such notice.

In any case where notice to Holders is given by mail, neither the failure to mail such notice to any particular Holders, nor any defect in any notice so mailed, shall affect the sufficiency of such notice with respect to all other Holders. Where this Ordinance provides for notice in any manner, such notice may be waived in writing by the Holder entitled to receive such notice, either before or after the event with respect to which such notice is given, and such waiver shall be the equivalent of such notice. Waivers of notice by Holders shall be filed with the Paying

Agent/Registrar, but such filing shall not be a condition precedent to the validity of any action taken in reliance upon such waiver.

SECTION 16. Cancellation. All Bonds surrendered for payment, redemption, transfer, exchange, or replacement, if surrendered to the Paying Agent/Registrar, shall be promptly canceled by it and, if surrendered to the City, shall be delivered to the Paying Agent/Registrar and, if not already canceled, shall be promptly canceled by the Paying Agent/Registrar. The City may at any time deliver to the Paying Agent/Registrar for cancellation any Bonds previously certified or registered and delivered which the City may have acquired in any manner whatsoever, and all Bonds so delivered shall be promptly canceled by the Paying Agent/Registrar. All canceled Bonds held by the Paying Agent/Registrar shall be destroyed as directed by the City.

SECTION 17. Mutilated, Destroyed, Lost, and Stolen Bonds. If (1) any mutilated Bond is surrendered to the Paying Agent/Registrar, or the City and the Paying Agent/Registrar receive evidence to their satisfaction of the destruction, loss, or theft of any Bond, and (2) there is delivered to the City and the Paying Agent/Registrar such security or indemnity as may be required to save each of them harmless, then, in the absence of notice to the City or the Paying Agent/Registrar that such Bond has been acquired by a bona fide purchaser, the City shall execute and, upon its request, the Paying Agent/Registrar shall register and deliver, in exchange for or in lieu of any such mutilated, destroyed, lost, or stolen Bond, a new Bond of the same Stated Maturity and interest rate and of like tenor and principal amount, bearing a number not contemporaneously Outstanding.

In case any such mutilated, destroyed, lost, or stolen Bond has become or is about to become due and payable, the City in its discretion may, instead of issuing a new Bond, pay such Bond.

Upon the issuance of any new Bond or payment in lieu thereof, under this Section, the City may require payment by the Holder of a sum sufficient to cover any tax or other governmental charge imposed in relation thereto and any other expenses and charges (including attorney's fees and the fees and expenses of the Paying Agent/Registrar) connected therewith.

Every new Bond issued pursuant to this Section in lieu of any mutilated, destroyed, lost, or stolen Bond shall constitute a replacement of the prior obligation of the City, whether or not the mutilated, destroyed, lost, or stolen Bond shall be at any time enforceable by anyone, and shall be entitled to all the benefits of this Ordinance equally and ratably with all other Outstanding Bonds.

The provisions of this Section are exclusive and shall preclude (to the extent lawful) all other rights and remedies with respect to the replacement and payment of mutilated, destroyed, lost, or stolen Bonds.

SECTION 18. Sale of Bonds – Authorization of Purchase Contract. The Bonds authorized by this Ordinance are hereby sold by the City to _____, _____, _____, as the initial purchasers of the Bonds pursuant to a private placement (the *Purchasers*, and having all of the rights, benefits, and obligations of a Holder) in accordance with the provisions of the Purchase and Investment Letter, dated as of October __, 2018, and between the City and the Purchasers, in substantially the form attached hereto as Exhibit B and incorporated herein by reference as a part of the Ordinance for all purposes, between the City and the Purchasers (the

Purchase Contract). The Initial Bonds shall be registered in the name of _____. The pricing and terms of the sale of the Bonds are hereby found and determined to be the most advantageous reasonably obtainable by the City. Each Authorized Official is hereby authorized and directed to execute the Purchase Contract for and on behalf of the City and as the act and deed of the Board, and in regard to the approval and execution of the Purchase Contract, the Board hereby finds, determines and declares that the representations, warranties, and agreements of the City contained in the Purchase Contract are true and correct in all material respects and shall be honored and performed by the City. Delivery of the Bonds to the Purchasers shall occur as soon as practicable after the adoption of this Ordinance, upon payment therefor in accordance with the terms of the Purchase Contract.

SECTION 19. Escrow Deposit Letter Approval and Execution; Proceeds of Sale; Contribution by City. The Escrow Deposit Letter dated as of September 17, 2018 to be effective upon the initial delivery of the Bonds to the Purchasers (the *Agreement*) between the City and UMB Bank, N.A., Austin, Texas (the *Escrow Agent*), attached hereto as Exhibit C and incorporated herein by reference as a part of this Ordinance for all purposes, is hereby approved as to form and content, and such Agreement in substantially the form and substance attached hereto, together with such changes or revisions as may be necessary to accomplish the refunding or benefit the City, is hereby authorized to be executed by the Mayor, Mayor Pro Tem, and City Secretary and on behalf of the City and as the act and deed of this Board; and such Agreement as executed by said officials shall be deemed approved by the Board and constitute the Agreement herein approved.

Furthermore, any Authorized Official, or any one or more of said officials, and Bond Counsel in cooperation with the Escrow Agent are hereby authorized and directed to make the necessary arrangements for the purchase of the Federal Securities referenced in the Agreement and the initial delivery thereof to the Escrow Agent on the day of delivery of the Bonds to the Purchasers for deposit to the credit of the "CITY OF SHAVANO PARK, TEXAS GENERAL OBLIGATION REFUNDING BOND SERIES 2018 ESCROW FUND" (the *Escrow Fund*), including the execution of the subscription forms for the purchase and issuance of the "United States Treasury Securities - State and Local Government Series", if any, for deposit to the Escrow Fund; all as contemplated and provided by the provisions of the Act, this Ordinance, and the Agreement.

Immediately following the delivery of the Bonds, the proceeds of sale along with a cash contribution, if any, from the City (less certain costs of issuance, and accrued interest, if any, received from the Purchasers of the Bonds) shall be deposited with the Escrow Agent for application and disbursement in accordance with the provisions of the Agreement. The proceeds of sale of the Bonds not so deposited with the Escrow Agent for the refunding of the Refunded Obligations shall be disbursed for payment of costs of issuance and deposited with the place of payment (of the Refunded Obligations) in an account in the name of the City and applied for the purposes of providing for the payment of the costs and expenses incurred in connection therewith or deposited in the Bond Fund for the Bonds, all in accordance with written instructions from any Authorized Officials.

SECTION 20. Redemption of Refunded Obligations. The Refunded Obligations referenced in the preamble hereof become subject to redemption prior to their stated maturities at

the price of par, premium, if any, and accrued interest to the date of redemption. The Mayor or City Secretary shall give written notice to the paying agent/registrar for the Refunded Obligations and the Escrow Agent that the Refunded Obligations have been called for redemption, and the Board orders that such obligations are called for redemption on the date set forth on Schedule I attached to this Ordinance, and such order to redeem the Refunded Obligations on such date shall be irrevocable upon the delivery of the Bonds. A copy of the notice of redemption pertaining to the Refunded Obligations is attached to this Ordinance as Exhibit D and is incorporated herein by reference for all purposes. The paying agent for the Refunded Obligations is authorized and instructed to provide notice of this redemption to the holders of the Refunded Obligations in the form and manner described in the ordinance authorizing the issuance of the Refunded Obligations.

SECTION 21. Covenants to Maintain Tax-Exempt Status.

A. Definitions. When used in this Section, the following terms have the following meanings:

Closing Date means the date of physical delivery of the Initial Bonds in exchange for the payment in full by the Purchasers.

Code means the Internal Revenue Code of 1986, as amended by all legislation, if any, effective on or before the Closing Date.

Computation Date has the meaning set forth in Section 1.148-1(b) of the Regulations.

Gross Proceeds means any proceeds as defined in Section 1.148-1(b) of the Regulations, and any replacement proceeds as defined in Section 1.148-1(c) of the Regulations, of the Bonds.

Investment has the meaning set forth in Section 1.148-1(b) of the Regulations.

Nonpurpose Investment means any investment property, as defined in section 148(b) of the Code, in which Gross Proceeds of the Bonds are invested and which is not acquired to carry out the governmental purposes of the Bonds.

Rebate Amount has the meaning set forth in Section 1.148-1(b) of the Regulations.

Regulations means any proposed, temporary, or final Income Tax Regulations issued pursuant to sections 103 and 141 through 150 of the Code, and 103 of the Internal Revenue Code of 1954, which are applicable to the Bonds. Any reference to any specific Regulation shall also mean, as appropriate, any proposed, temporary or final Income Tax Regulation designed to supplement, amend or replace the specific Regulation referenced.

Yield of

(1) any Investment has the meaning set forth in Section 1.148-5 of the Regulations; and

(2) the Bonds means the yield on the Bonds as calculated pursuant to Section 1.148-4 of the Regulations.

B. Not to Cause Interest to Become Taxable. The City shall not use, permit the use of, or omit to use Gross Proceeds or any other amounts (or any property the acquisition, construction or improvement of which is to be financed or refinanced directly or indirectly with Gross Proceeds) in a manner which if made or omitted, respectively, would cause the interest on any Bond to become includable in the gross income, as defined in section 61 of the Code, of the owner thereof for federal income tax purposes. Without limiting the generality of the foregoing, unless and until the City receives a written opinion of counsel nationally recognized in the field of municipal bond law to the effect that failure to comply with such covenant will not adversely affect the exemption from federal income tax of the interest on any Bond, the City shall comply with each of the specific covenants in this Section.

C. No Private Use or Private Payments. Except to the extent that it will not cause the Bonds to become “private activity bonds” within the meaning of section 141 of the Code and the Regulations and rulings thereunder, the City shall at all times prior to the last Stated Maturity of Bonds:

(1) exclusively own, operate and possess all property the acquisition, construction or improvement of which is to be financed or refinanced directly or indirectly with Gross Proceeds of the Bonds (including property financed with Gross Proceeds of the Refunded Obligations), and not use or permit the use of such Gross Proceeds (including all contractual arrangements with terms different than those applicable to the general public) or any property acquired, constructed or improved with such Gross Proceeds in any activity carried on by any person or entity (including the United States or any agency, department and instrumentality thereof) other than a state or local government, unless such use is solely as a member of the general public; and

(2) not directly or indirectly impose or accept any charge or other payment by any person or entity who is treated as using Gross Proceeds of the Bonds or any property the acquisition, construction or improvement of which is to be financed or refinanced directly or indirectly with such Gross Proceeds (including property financed with Gross Proceeds of the Refunded Obligations), other than taxes of general application within the City or interest earned on investments acquired with such Gross Proceeds pending application for their intended purposes.

D. No Private Loan. Except to the extent that it will not cause the Bonds to become “private activity bonds” within the meaning of section 141 of the Code and the Regulations and rulings thereunder, the City shall not use Gross Proceeds of the Bonds to make or finance loans to any person or entity other than a state or local government. For purposes of the foregoing covenant, such Gross Proceeds are considered to be “loaned” to a person or entity if: (1) property acquired, constructed or improved with such Gross Proceeds is sold or leased to such person or entity in a transaction which creates a debt for federal income tax purposes; (2) capacity in or service from such property is committed to such person or entity under a take-or-pay, output or similar contract or arrangement; or (3) indirect benefits, or burdens and benefits of ownership, of

such Gross Proceeds or any property acquired, constructed or improved with such Gross Proceeds are otherwise transferred in a transaction which is the economic equivalent of a loan.

E. Not to Invest at Higher Yield. Except to the extent that it will not cause the Bonds to become “arbitrage bonds” within the meaning of section 148 of the Code and the Regulations and rulings thereunder, the City shall not at any time prior to the final Stated Maturity of the Bonds directly or indirectly invest Gross Proceeds in any Investment, if as a result of such investment the Yield of any Investment acquired with Gross Proceeds, whether then held or previously disposed of, materially exceeds the Yield of the Bonds.

F. Not Federally Guaranteed. Except to the extent permitted by section 149(b) of the Code and the Regulations and rulings thereunder, the City shall not take or omit to take any action which would cause the Bonds to be federally guaranteed within the meaning of section 149(b) of the Code and the Regulations and rulings thereunder.

G. Information Report. The City shall timely file the information required by section 149(e) of the Code with the Secretary of the Treasury on Form 8038-G or such other form and in such place as the Secretary may prescribe.

H. Rebate of Arbitrage Profits. Except to the extent otherwise provided in section 148(f) of the Code and the Regulations and rulings thereunder or except to the extent the City complies with Subsection J of this Section:

(1) The City shall account for all Gross Proceeds (including all receipts, expenditures and investments thereof) on its books of account separately and apart from all other funds (and receipts, expenditures and investments thereof) and shall retain all records of accounting for at least six years after the day on which the last Outstanding Bond is discharged. However, to the extent permitted by law, the City may commingle Gross Proceeds of the Bonds with other money of the City, provided that the City separately accounts for each receipt and expenditure of Gross Proceeds and the obligations acquired therewith.

(2) Not less frequently than each Computation Date, the City shall calculate the Rebate Amount in accordance with rules set forth in section 148(f) of the Code and the Regulations and rulings thereunder. The City shall maintain such calculations with its official transcript of proceedings relating to the issuance of the Bonds until six years after the final Computation Date.

(3) As additional consideration for the purchase of the Bonds by the Purchasers and the loan of the money represented thereby and in order to induce such purchase by measures designed to insure the excludability of the interest thereon from the gross income of the owners thereof for federal income tax purposes, the City shall pay to the United States out of the Bond Fund or its general fund, as permitted by applicable Texas statute, regulation or opinion of the Attorney General of the State of Texas, the amount that when added to the future value of previous rebate payments made for the Bonds equals (i) in the case of a Final Computation Date as defined in Section 1.148-3(e)(2) of the Regulations, one hundred percent (100%) of the Rebate Amount on such date; and (ii) in the case of any

other Computation Date, ninety percent (90%) of the Rebate Amount on such date. In all cases, the rebate payments shall be made at the times, in the installments, to the place and in the manner as is or may be required by section 148(f) of the Code and the Regulations and rulings thereunder, and shall be accompanied by Form 8038-T or such other forms and information as is or may be required by section 148(f) of the Code and the Regulations and rulings thereunder.

(4) The City shall exercise reasonable diligence to assure that no errors are made in the calculations and payments required by paragraphs (2) and (3), and if an error is made, to discover and promptly correct such error within a reasonable amount of time thereafter (and in all events within one hundred eighty (180) days after discovery of the error), including payment to the United States of any additional Rebate Amount owed to it, interest thereon, and any penalty imposed under Section 1.148-3(h) of the Regulations.

I. Not to Divert Arbitrage Profits. Except to the extent permitted by section 148 of the Code and the Regulations and rulings thereunder, the City shall not, at any time prior to the earlier of the Stated Maturity or final payment of the Bonds, enter into any transaction that reduces the amount required to be paid to the United States pursuant to Subsection H of this Section because such transaction results in a smaller profit or a larger loss than would have resulted if the transaction had been at arm's length and had the Yield of the Bonds not been relevant to either party.

J. No Rebate Required. The City need not comply with the covenants and duties imposed by the provisions of Subsection H. of this Section if:

(1) the City is a governmental unit with general taxing powers;

(2) 95% of the Net Proceeds of the Bonds and all income from the investment thereof will be used for the governmental activities of the City;

(3) the aggregate face amount, within the meaning of Section 1.148-8(c)(1) of the Regulations, of all debt obligations (other than private activity bonds) issued or expected to be issued by the City or any subordinate entity in the calendar year in which the Bonds are issued is not reasonably expected to exceed \$5,000,000; and

K. Bonds Not Hedge Bonds.

(1) At the time the original bonds refunded by the Bonds were issued, the City reasonably expected to spend at least 85% of the spendable proceeds of such bonds within three years after such bonds were issued.

(2) Not more than 50% of the proceeds of the original bonds refunded by the Bonds were invested in Nonpurpose Investments having a substantially guaranteed Yield for a period of 4 years or more.

L. Current Refunding of the Refunded Obligations. The Bonds are being issued to refund the Refunded Obligations, and the Bonds will be issued, and certain proceeds thereof used,

within 90 days after the Closing Date for the redemption of the Refunded Obligations. In the issuance of the Bonds, the City has employed no “device” to obtain a material financial advantage (based on arbitrage), within the meaning of section 149(d)(4) of the Code, apart from savings attributable to lower interest rates. The City has complied with the covenants, representations, and warranties contained in the documents executed in connection with the issuance of the Refunded Obligations. Accordingly, the City expects to invest the Bond proceeds to be used to refund the Refunded Obligations without regard to Yield restrictions.

M. Elections. The City hereby directs and authorizes any Authorized Official, either or any combination of the foregoing, to make such elections in the Certificate as to Tax Exemption or similar or other appropriate certificate, form, or document permitted or required pursuant to the provisions of the Code or the Regulations, as they deem necessary or appropriate in connection with the Bonds. Such elections shall be deemed to be made on the Closing Date.

N. Qualified Tax-Exempt Obligations. The City hereby designates the Bonds as *qualified tax-exempt obligations* for purposes of section 265(b) of the Code. In furtherance of such designation, the City represents, covenants and warrants the following: (a) during the calendar year in which the Bonds are issued, the City (including any subordinate entities) has not designated nor will designate obligations, which when aggregated with the Bonds, will result in more than \$10,000,000 of “qualified tax-exempt obligations” being issued; (b) the City reasonably anticipates that the amount of tax-exempt obligations issued during the calendar year 2018 by the City (including any subordinate entities) will not exceed \$10,000,000; and (c) the City will take such action or refrain from such action as is necessary in order that the Bonds will not be considered “private activity bonds” within the meaning of section 141 of the Code.

SECTION 22. Control and Custody of Bonds. The Mayor shall be and is hereby authorized to take and have charge of all necessary orders and records pending investigation by the Attorney General of the State of Texas and shall take and have charge and control of the Bonds pending their approval by the Attorney General, the registration thereof by the Comptroller of Public Accounts and the delivery of the Bonds to the Purchasers.

Furthermore, any Authorized Official, either or all, are hereby authorized and directed to furnish and execute such documents relating to the City and its financial affairs as may be necessary for the issuance of the Bonds, the approval of the Attorney General and their registration by the Comptroller of Public Accounts and, together with the City’s financial advisors, Bond Counsel, and the Paying Agent/Registrar, make the necessary arrangements for the delivery of the Initial Bonds to the Purchasers and the initial exchange thereof for definitive Bonds.

SECTION 23. Satisfaction of Obligation of City. If the City shall pay or cause to be paid, or there shall otherwise be paid to the Holders, the principal of, premium, if any, and interest on the Bonds, at the times and in the manner stipulated in this Ordinance, then the pledge of taxes levied under this Ordinance and all covenants, agreements, and other obligations of the City to the Holders shall thereupon cease, terminate, and be discharged and satisfied.

Bonds, or any principal amounts thereof, shall be deemed to have been paid within the meaning and with the effect expressed above in this Section when (i) money sufficient to pay in full such Bonds or the principal amounts thereof at Stated Maturity, or at the redemption date

therefor, together with all interest due thereon, shall have been irrevocably deposited with and held in trust by the Paying Agent/Registrar, or an authorized escrow agent, and/or (ii) Government Securities shall have been irrevocably deposited in trust with the Paying Agent/Registrar, or an authorized escrow agent, which Government Securities shall mature as to principal and interest in such amounts and at such times as will insure the availability, without reinvestment, of sufficient money, together with any money deposited therewith, if any, to pay when due the principal of and interest on such Bonds, or the principal amounts thereof, on the Stated Maturity thereof or (if notice of redemption has been duly given or waived or if irrevocable arrangements therefor acceptable to the Paying Agent/Registrar have been made) the redemption date for the Bonds. In the event of a defeasance of the Bonds, the City shall deliver a certificate from its financial advisor, the Paying Agent/Registrar, an independent certified public accountant, or another qualified third party concerning the sufficiency of the deposit of cash and/or Government Securities to pay, when due, the principal of, redemption premium (if any), and interest due on any defeased Bonds. To the extent applicable, if at all, the City covenants that no deposit of money or Government Securities will be made under this Section and no use made of any such deposit which would cause the Bonds to be treated as arbitrage bonds within the meaning of section 148 of the Code (as defined in Section 20).

Any money so deposited with the Paying Agent/Registrar, and all income from Government Securities held in trust by the Paying Agent/Registrar, or an authorized escrow agent, pursuant to this Section which is not required for the payment of the Bonds, or any principal amount(s) thereof, or interest thereon with respect to which such money has been so deposited shall be remitted to the City or deposited as directed by the City. Furthermore, any money held by the Paying Agent/Registrar for the payment of the principal of and interest on the Bonds and remaining unclaimed for a period of three (3) years after the Stated Maturity or applicable redemption date of the Bonds, such money was deposited and is held in trust to pay shall upon the request of the City be remitted to the City against a written receipt therefor, subject to the unclaimed property laws of the State of Texas.

Notwithstanding any other provision of this Ordinance to the contrary, it is hereby provided that any determination not to redeem defeased Bonds that is made in conjunction with the payment arrangements specified in subsection (i) or (ii) above shall not be irrevocable, provided that: (1) in the proceedings providing for such defeasance, the City expressly reserves the right to call the defeased Bonds for redemption; (2) gives notice of the reservation of that right to the owners of the defeased Bonds immediately following the defeasance; (3) directs that notice of the reservation be included in any redemption notice that it authorizes; and (4) at the time of the redemption, satisfies the conditions of (i) or (ii) above with respect to such defeased debt as though it was being defeased at the time of the exercise of the option to redeem the defeased Bonds, after taking the redemption into account in determining the sufficiency of the provisions made for the payment of the defeased Bonds.

SECTION 24. Printed Opinion. The Purchasers' obligation to accept delivery of the Bonds is subject to its being furnished a final opinion of Norton Rose Fulbright US LLP, San Antonio, Texas, as Bond Counsel, approving certain legal matters as to the Bonds, said opinion to be dated and delivered as of the date of initial delivery and payment for such Bonds. Printing of a true and correct copy of said opinion on the reverse side of each of the Bonds, with appropriate

certificate pertaining thereto executed by facsimile signature of the City Secretary of the City is hereby approved and authorized.

SECTION 25. CUSIP Numbers. CUSIP numbers may be printed or typed on the definitive Bonds. It is expressly provided, however, that the presence or absence of CUSIP numbers on the definitive Bonds shall be of no significance or effect as regards the legality thereof, and neither the City nor attorneys approving said Bonds as to legality are to be held responsible for CUSIP numbers incorrectly printed or typed on the definitive Bonds.

SECTION 26. Effect of Headings. The Section headings herein are for convenience only and shall not affect the construction hereof.

SECTION 27. Ordinance a Contract; Amendments - Outstanding Bonds. The City acknowledges that the covenants and obligations of the City herein contained are a material inducement to the purchase of the Bonds. This Ordinance shall constitute a contract with the Holders from time to time, shall be binding on the City and its successors and assigns, and shall not be amended or repealed by the City so long as any Bond remains Outstanding except as permitted in this Section. The City may, without the consent of or notice to any Holders, from time to time and at any time, amend this Ordinance in any manner not detrimental to the interests of the Holders, including the curing of any ambiguity, inconsistency, or formal defect or omission herein. In addition, the City may, with the written consent of Holders holding a majority in aggregate principal amount of the Bonds then Outstanding affected thereby, amend, add to, or rescind any of the provisions of this Ordinance; provided; however, that, without the consent of all Holders of Outstanding Bonds, no such amendment, addition, or rescission shall (1) extend the time or times of payment of the principal of, and interest on the Bonds, reduce the principal amount thereof, or the rate of interest thereon, or in any other way modify the terms of payment of the principal of, the redemption price therefor, or interest on the Bonds, (2) give any preference to any Bond over any other Bond, or (3) reduce the aggregate principal amount of Bonds required for consent to any such amendment, addition, or rescission.

SECTION 28. Benefits of Ordinance. Nothing in this Ordinance, expressed or implied, is intended or shall be construed to confer upon any person other than the City, Bond Counsel, Paying Agent/Registrar, and the Holders, any right, remedy, or claim, legal or equitable, under or by reason of this Ordinance or any provision hereof, this Ordinance and all its provisions being intended to be and being for the sole and exclusive benefit of the City, Bond Counsel, the Paying Agent/Registrar, and the Holders.

SECTION 29. Inconsistent Provisions. All ordinances and resolutions, or parts thereof, which 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 ordained herein.

SECTION 30. Construction of Terms. If appropriate in the context of this Ordinance, words of the singular number shall be considered to include the plural, words of the plural number shall be considered to include the singular, and words of the masculine, feminine or neuter gender shall be considered to include the other genders.

SECTION 31. Governing Law. This Ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

SECTION 32. Severability. If any provision of this Ordinance or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Ordinance and the application of such provision to other persons and circumstances shall nevertheless be valid, and the Board hereby declares that this Ordinance would have been enacted without such invalid provision.

SECTION 33. Incorporation of Preamble Recitals. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Ordinance for all purposes and are adopted as a part of the judgment and findings of the Board.

SECTION 34. Authorization of Paying Agent/Registrar Agreement. The Board of the City hereby finds and determines that it is in the best interest of the City to authorize the execution of a Paying Agent/Registrar Agreement concerning the payment, exchange, registration, and transferability of the Bonds. A copy of the Paying Agent/Registrar Agreement is attached hereto, in substantially final form, as Exhibit A and is incorporated by reference to the provisions of this Ordinance.

SECTION 35. Public Meeting. It is officially found, determined, and declared that the meeting at which this Ordinance is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Ordinance, was given, all as required by Chapter 551, as amended, Texas Government Code.

SECTION 36. Unavailability of Authorized Publication. If, because of the temporary or permanent suspension of any newspaper, journal, or other publication, or, for any reason, publication of notice cannot be made meeting any requirements herein established, any notice required to be published by the provisions of this Ordinance shall be given in such other manner and at such time or times as in the judgment of the City or of the Paying Agent/Registrar shall most effectively approximate such required publication and the giving of such notice in such manner shall for all purposes of this Ordinance be deemed to be in compliance with the requirements for publication thereof.

SECTION 37. No Recourse Against City Officials. No recourse shall be had for the payment of principal of, premium, if any, or interest on any Bond or for any claim based thereon or on this Ordinance against any official of the City or any person executing any Bond.

SECTION 38. Continuing Disclosure Undertaking.

A. Definitions.

As used in this Section, the following terms have the meanings ascribed to such terms below:

Rule means SEC Rule 15c2-12, as amended from time to time.

SEC means the United States Securities and Exchange Commission.

The Bonds are being sold pursuant to a private placement with the Purchasers, in denominations of generally \$100,000 or any integral multiple of \$5,000 in excess thereof, to less than thirty-five sophisticated investors, and therefore the Rule is not applicable to the offering of the Bonds. Accordingly, no contract to provide continuing disclosure information after the issuance of the Bonds has been made by the City with investors.

SECTION 39. Book-Entry Only System.

The Bonds may be registered so as to participate in a securities depository system (the *DTC System*) with the Depository Trust Company, New York, New York, or any successor entity thereto (*DTC*), as set forth herein. Each Stated Maturity of the Bonds shall be issued (following cancellation of the Initial Bonds described in Section 7) in the form of a separate single definitive Bond. Upon issuance, the ownership of each such Bond shall be registered in the name of Cede & Co., as the nominee of DTC, and all of the Outstanding Bonds shall be registered in the name of Cede & Co., as the nominee of DTC. The City and the Paying Agent/Registrar are authorized to execute, deliver, and take the actions set forth in such letters to or agreements with DTC as shall be necessary to effectuate the DTC System, including the Letter of Representations attached hereto as Exhibit E (the *Representation Letter*).

With respect to the Bonds registered in the name of Cede & Co., as nominee of DTC, the City and the Paying Agent/Registrar shall have no responsibility or obligation to any broker-dealer, bank, or other financial institution for which DTC holds the Bonds from time to time as securities depository (a *Depository Participant*) or to any person on behalf of whom such a Depository Participant holds an interest in the Bonds (an *Indirect Participant*). Without limiting the immediately preceding sentence, the City and the Paying Agent/Registrar shall have no responsibility or obligation with respect to (i) the accuracy of the records of DTC, Cede & Co., or any Depository Participant with respect to any ownership interest in the Bonds, (ii) the delivery to any Depository Participant or any other person, other than a registered owner of the Bonds, as shown on the Security Register, of any notice with respect to the Bonds, including any notice of redemption, or (iii) the delivery to any Depository Participant or any Indirect Participant or any other Person, other than a Holder of a Bond, of any amount with respect to principal of, premium, if any, or interest on the Bonds. While in the DTC System, no person other than Cede & Co., or any successor thereto, as nominee for DTC, shall receive a bond certificate evidencing the obligation of the City to make payments of principal, premium, if any, and interest pursuant to this Ordinance. Upon delivery by DTC to the Paying Agent/Registrar of written notice to the effect that DTC has determined to substitute a new nominee in place of Cede & Co., and subject to the provisions in this Ordinance with respect to interest checks or drafts being mailed to the Holder, the word "Cede & Co." in this Ordinance shall refer to such new nominee of DTC.

In the event that (a) the City determines that DTC is incapable of discharging its responsibilities described herein and in the Representation Letter, (b) the Representation Letter shall be terminated for any reason, or (c) DTC or the City determines that it is in the best interest of the beneficial owners of the Bonds that they be able to obtain certificated Bonds, the City shall notify the Paying Agent/Registrar, DTC, and the Depository Participants of the availability within a reasonable period of time through DTC of bond certificates, and the Bonds shall no longer be restricted to being registered in the name of Cede & Co., as nominee of DTC. At that time, the City may determine that the Bonds shall be registered in the name of and deposited with a

successor depository operating a securities depository system, as may be acceptable to the City, or such depository's agent or designee, and if the City and the Paying Agent/Registrar do not select such alternate securities depository system then the Bonds may be registered in whatever name or names the Holders of Bonds transferring or exchanging the Bonds shall designate, in accordance with the provisions hereof.

Notwithstanding any other provision of this Ordinance to the contrary, so long as any Bond is registered in the name of Cede & Co., as nominee of DTC, all payments with respect to principal of, premium, if any, and interest on such Bond and all notices with respect to such Bond shall be made and given, respectively, in the manner provided in the Representation Letter.

SECTION 40. Further Procedures. The officers and employees of the City are hereby authorized, empowered and directed from time to time and at any time to do and perform all such acts and things and to execute, acknowledge and deliver in the name and under the corporate seal and on behalf of the City all such instruments, whether or not herein mentioned, as may be necessary or desirable in order to carry out the terms and provisions of this Ordinance, the initial sale and delivery of the Bonds, the Paying Agent/Registrar Agreement, the Purchase Contract, and the Agreement. In addition, prior to the initial delivery of the Bonds, any Authorized Official and Bond Counsel are hereby authorized and directed to approve any technical changes or corrections to this Ordinance or to any of the instruments authorized and approved by this Ordinance necessary in order to (i) correct any ambiguity or mistake or properly or more completely document the transactions contemplated and approved by this Ordinance, (ii) obtain a rating from any of the national bond rating agencies, or (iii) obtain the approval of the Bonds by the Texas Attorney General's office. In case any officer of the City whose signature shall appear on any certificate shall cease to be such officer before the delivery of such certificate, such signature shall nevertheless be valid and sufficient for all purposes the same as if such officer had remained in office until such delivery.

SECTION 41. Accounting Reports. The City shall provide annually to the Purchasers, for so long as they are the holders of the Bonds, within 270 days after the end of each fiscal year ending in or after 2018, financial information and operating data with respect to the City; provided that such financial statements so to be provided shall be (1) prepared in accordance with the generally accepted accounting principles, or such other accounting principles as the City may be required to employ from time to time pursuant to Texas law or regulations, and (2) audited, if the City commissions an audit of such statements and the audit is completed within the period during which they must be provided. If the audit of such financial statements is not complete within such period, then the City shall provide (1) unaudited financial statements for the applicable fiscal year within 270 days after the end of such year, and (2) audited financial statements for the applicable fiscal year to the Purchasers when and if the audit report on such statements become available.

SECTION 42. City's Consent to Provide Information and Documentation to the Texas MAC. The Municipal Advisory Council of Texas (the *Texas MAC*), a non-profit membership corporation organized exclusively for non-profit purposes described in section 501(c)(6) of the Internal Revenue Code and which serves as a comprehensive financial information repository regarding municipal debt issuers in Texas, requires provision of written documentation regarding the issuance of municipal debt by the issuers thereof. In support of the purpose of the Texas MAC and in compliance with applicable law, the City hereby consents to and authorizes any Authorized

Official, Bond Counsel to the City, and/or Financial Advisor to the City to provide to the Texas MAC information and documentation requested by the Texas MAC relating to the Bonds; provided, however, that no such information and documentation shall be provided prior to the Closing Date. This consent and authorization relates only to information and documentation that is a part of the public record concerning the issuance of the Bonds.

SECTION 43. Delegation Authorization Pursuant to HB 1295: Though such parties may be identified, and the entry into a particular form of contract may be authorized herein, pursuant to the Act, and any other applicable law, the Board hereby delegates to the City Manager the authority to independently select the counterparty to the Paying Agent/Registrar Agreement, the Agreement, any agreement with any rating agency, open market securities bidding agent, verification agent, securities depository, or any other contract that is determined by such identified City official, the City's Financial Advisor, or the City's Bond Counsel to be necessary or incidental to the issuance of the Bonds as long as each of such contracts has a value of less than the amount referenced in Section 2252.908 of the Texas Government Code (collectively, the *Ancillary Bond Contracts*) and, as necessary, to execute the Ancillary Bond Contracts on behalf and as the act and deed of the City. The Board has not participated in the selection of any of the business entities which are counterparties to the Ancillary Bond Contracts.

SECTION 44. Contracts with Financial Advisor and/or Bond Counsel. The Board authorizes any Authorized Official, or the designee thereof, to take all actions necessary to execute any necessary financial advisory contracts with Frost Bank Capital Markets Division, as the financial advisor to the City (the *Financial Advisor*). The City understands that under applicable federal securities laws and regulations that the City must have a contractual arrangement with its Financial Advisor relating to the sale, issuance, and delivery of the Bonds. In addition, the Board also authorizes any Authorized Official, or the designee thereof, to take all actions necessary to execute any necessary engagement agreement with Norton Rose Fulbright US LLP, as Bond Counsel to the City.

SECTION 45. Effective Date. This Ordinance shall be in force and effect from and after its final passage, and it is so ordained.

[The remainder of this page intentionally left blank.]

PASSED, APPROVED AND ADOPTED on the 17th day of September, 2018.

CITY OF SHAVANO PARK, TEXAS

Mayor

ATTEST:

City Secretary

(CITY SEAL)

INDEX TO SCHEDULE AND EXHIBITS

Schedule I.....	Table of Refunded Obligations
Schedule II	Approval Certificate
Exhibit A	Paying Agent/Registrar Agreement
Exhibit B	Purchase Contract
Exhibit C	Escrow Deposit Letter
Exhibit D	Notice of Redemption
Exhibit E	DTC Letter of Representations

Schedule I

Refunded Obligations

City of Shavano Park, Texas General Obligation Refunding Bonds, Series 2009, dated May 1, 2009, in the original principal amount of \$2,795,000 (the *Refunded Obligations*) stated to mature on February 15, 2020, February 15, 2022, February 15, 2024, and February 15, 2026 in the aggregate principal amount of \$1,515,000, to be redeemed on February 15, 2019.

Schedule II

Approval Certificate

See Tab No. ____

EXHIBIT A

Paying Agent/Registrar Agreement

See Tab No. __

EXHIBIT B

Purchase Contract

See Tab No. __

EXHIBIT C

Escrow Deposit Letter

See Tab No. __

EXHIBIT D

Notice of Redemption

See Tab No. ____

EXHIBIT E

DTC Letter of Representations

See Tab No. ____

CITY COUNCIL STAFF SUMMARY

Meeting Date: September 17, 2018

Agenda item: 6.9

Prepared by: Alderman Heintzelman

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION: Discussion - Ordinance prohibiting the use of hand-held mobile communication devices and portable electronic devices while operating a motor vehicle by adding Article 32 to Chapter 7 of the City Code of Ordinances of the City of Shavano Park, Texas, providing a fine of up to \$200.00 per violation, providing an effective date, and other matters in connection therewith - Ald. Heintzelman

X

Attachments for Reference:

1) 6.10a List of Cities – Stricter Laws

BACKGROUND / HISTORY: [City staff] In 2017, the Texas Legislature passed and Governor signed House Bill 62 that enacted a statewide ban on using a wireless communications device for electronic messaging while operating a motor vehicle. Texting, as well as reading or writing email, is prohibited while driving in Texas.

Many Texas Cities have passed stricter “hands-free” ordinances which completely limit any cell phone use while driving.

According to the Texas Department of Transportation one in five crashes involves driver distraction.

DISCUSSION: [City staff] House Bill 62 provides the following prohibition:

Sec. 545.4251. USE OF PORTABLE WIRELESS COMMUNICATION
DEVICE FOR ELECTRONIC MESSAGING; OFFENSE.

...

(b) An operator commits an offense if the operator uses a portable wireless communication device to read, write, or send an electronic message while operating a motor vehicle unless the vehicle is stopped. To be prosecuted, the behavior must be committed in the presence of or within the view of a peace officer or established by other evidence.

First time offenders face fines ranging from \$25 to \$99. Repeat offenders face fines as much as \$200. Points will not be assessed for these violations.

If an accident occurs while texting and driving that results in someone being injured or killed, the offending driver can be penalized up to \$4,000 and may receive a jail sentence up to one year. This comes in addition to any other charges that may be applied.

COURSES OF ACTION: Not an action item.

FINANCIAL IMPACT: N/A

MOTION REQUESTED: Not an action item at this time.

From Texas Department of Transportation

<https://www.txdot.gov/driver/laws/cellphones.html>

- Alamo
- Alice
- Amarillo
- Angleton
- Anthony
- Aransas Pass
- Argyle
- Arlington
- Austin
- Balcones Heights
- Bedford
- Bee Cave
- Bellaire
- Big Lake
- Boerne
- Brazoria
- Brownsville
- Buda
- Canyon
- Carrizo Springs
- Castle Hills
- Conroe
- Converse
- Corpus Christi
- Deer Park
- Denton
- Edinburg
- El Paso
- Farmers Branch
- Floresville
- Fredericksburg
- Galveston
- Garden Ridge
- Grand Prairie
- Groesbeck
- Harlingen
- Helotes
- Hereford
- Hill Country Village
- Hurst
- Jacksonville
- Kingsville
- Kyle
- Laguna Vista
- Lake Dallas
- Lake Tanglewood
- Lakeway
- La Porte
- Laredo
- Liberty Hill
- Little Elm
- Lockhart
- Magnolia
- Maypearl
- McAllen
- Meadowlakes
- Midland
- Midlothian
- Mission
- Missouri City
- Mount Belvieu
- Mount Pleasant
- Mount Vernon
- Nacogdoches
- New Braunfels
- Overton
- Palmview
- Pampa
- Pecos
- Penitas
- Pharr
- Port Aransas
- Richwood
- Rowlett
- San Angelo
- San Antonio
- San Benito
- San Juan
- San Marcos
- Schertz
- Seagoville
- Seguin
- Selma
- Shoreacres
- Sinton
- Snyder
- Socorro
- Stephenville
- Sunnyvale
- Sunset Valley
- Sweetwater
- Tomball
- Universal City
- Watauga
- Westlake Hills
- West University Place
- White Settlement
- Wimberly
- Windcrest

CITY COUNCIL STAFF SUMMARY

Meeting Date: September 17, 2018

Agenda item: 6.10

Prepared by: Brandon Peterson

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION: Discussion / action – Reallocating funds planned for Environmental Friendly Parking to Electrical improvements and approval for boring of electrical conduit - City Manager / Public Works Director



Attachments for Reference:

- 1) Diagram of proposed boring
- 2) Proposed bid for boring 400 ft

BACKGROUND / HISTORY: The exterior power source for around City Hall is combined with the parking lot lights, and operates solely on the photo cell. The only time the power will work is if the photo cell is covered or its dark outside. The additional exterior power supply was decided upon due to the lack of power during City hosted events.

The current set up can only handle a couple crock pots or just one bouncy castle, before it overloads the circuit. Thus the reason for adding the 200 amp supply from the front of City Hall. Originally the budget was for City Staff to trench from the power pole by the driveway underneath the island in a couple directions to add panels for power supply. The original cost was \$10,000 for renting a trench, purchasing all conduit and wire supplies, and using man power cost from staff.

DISCUSSION: After further investigation and determining the number of man hours, supply costs, renting a trencher, the disturbing of the plants and landscaping in the island, and the repairs needed to the asphalt in the parking lot at 2 locations. Staff discussed the possibility of getting a boring company to come tunnel underneath all the electrical and sprinkler irrigation in the island and prevent any damage to the parking lot.

City staff has been working closely with the AT&T contractor installing the fiber around the City. Staff had a meeting with the supervisor and discussed the possibility of them boring two locations for us at City Hall. Looking at the diagram (attachment 1) boring from Pit #1 to Pit #2 is 240 feet, Pit #1 to Pit #3 is 160 feet, for a total of 400 feet. The going cost per foot is \$26-\$30. Staff was able to work a deal to \$23.75/ft. for a total of \$9,500.

COURSES OF ACTION: Reallocate funds from the environmental parking lot to the electrical upgrades to the municipal tract.

FINANCIAL IMPACT: Cost to bore 2 section for a total of 400 linear feet is \$9,500.
Required amount to reallocate is approximately \$6,000.

MOTION REQUESTED: To approve reallocating funds planned for Environmental Friendly Parking to Electrical improvements and approval for boring of electrical conduit within the 10.601.8080 account (muni-tract)



- Bored portion
- Hand dug portion
- X New electrical connections

Saddletree Ct

Saddletree Rd

Saddletree Ct

Saddletree Ct

Saddletree Ct

Saddletree Ct

Saddletree Ct

City of Shavano Park

Google

NW Military Hwy



NATIONAL DRILL AND TRENCH

Estimate

Estimate No: 2
Date: 09/10/2018

210-633-6823
david.calame.jr@gmail.com

For: City of Shavano Park
pwdirector@shavanopark.org
900 Saddletree Ct. Shavano Park , Texas
78231

Description	Quantity	Rate	Amount
LBO605	400	\$28.35	\$11,340.00

Subtotal	\$11,340.00
Discount	\$1,840.00
TAX 0%	\$0.00
Total	\$9,500.00

TOTAL	\$9,500.00
--------------	-------------------

Comments

National Drill and Trench is supplying the 2.5 inch HDPE roll pipe for this project free of charge. We will be giving the City if Shavano Park an additional discount on this project in good faith in hopes of securing long lasting mutually beneficial relations between NDAT and Shavano Park.

City of Shavano Park
PERIODIC REPORT OF ISSUED PERMITS (GROUPED BY REPORT CODE)

Page 1

Printed: 09-05-2018

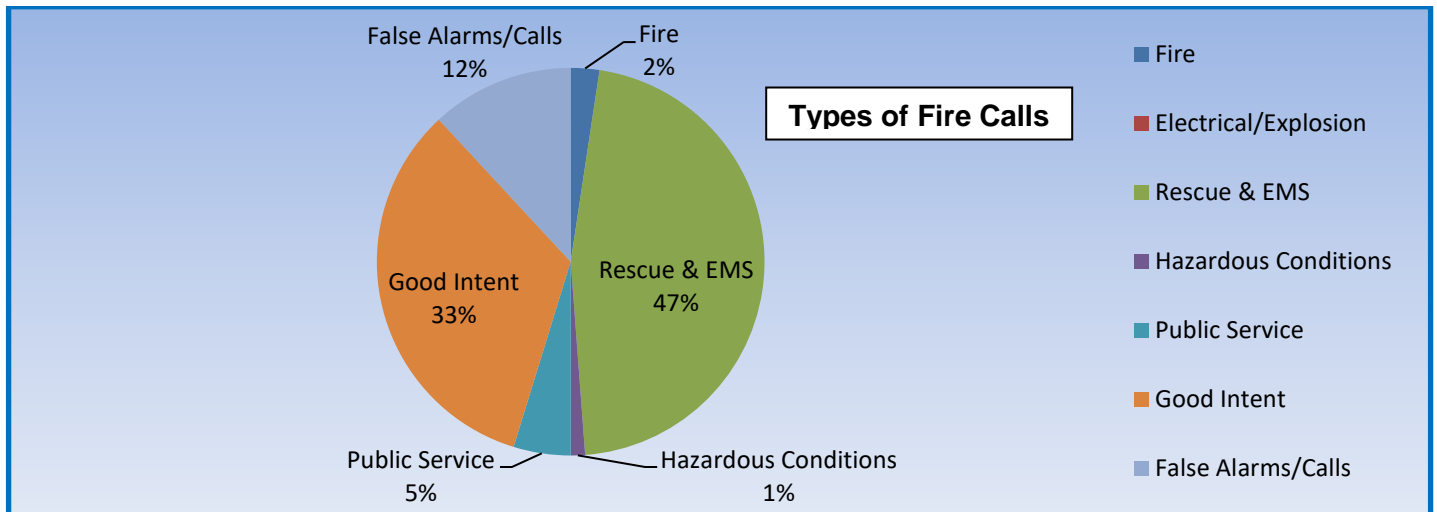
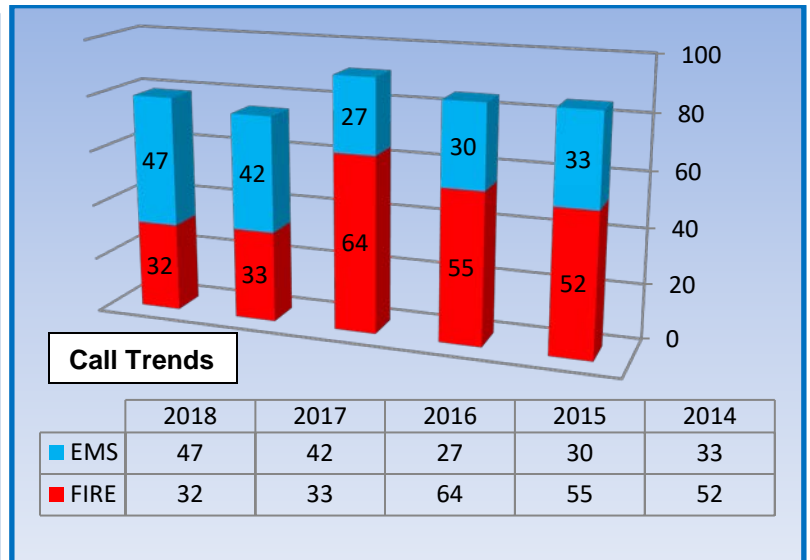
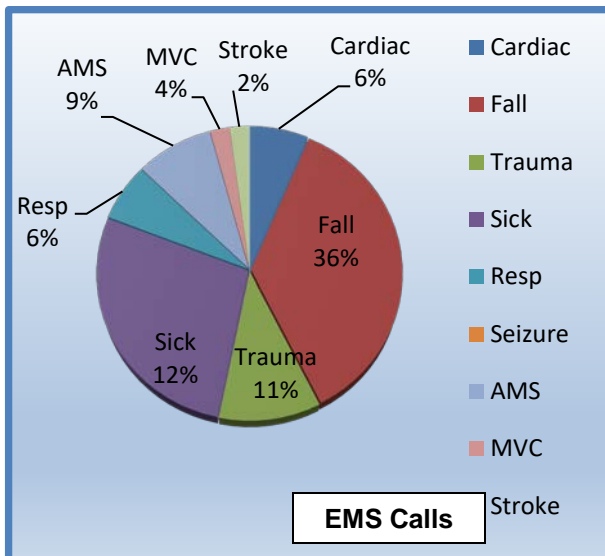
	[Designated period: 08/01/18 to 08/31/18]				[Prior period: 08/01/17 to 08/31/17]				
	Code	Prms	Valuation	Fees Paid	Units	Prms	Valuation	Fees Paid	Units
NEW RESIDENTIAL HOUSEKEEPING BLDGS:									
SINGLE FAMILY HOUSES DETACHED	101	3	3,613,438.00	22,154.50	3	3	2,227,359.00	16,234.93	3
SINGLE FAMILY HOUSES ATTACHED	102		.00	.00	0	0	.00	.00	0
IF - IMPROVEMENTS	105	2	86,747.00	1,117.60	2	1	19,500.00	500.00	1
RESIDENTIAL NON-HOUSEKEEPING BLDGS:									
HOTELS, MOTELS & TOURIST CABINS	213		.00	.00	0	0	.00	.00	0
OTHER NON-HOUSEKEEPING SHELTER	214	2	100.00	100.00	2	2	850.00	250.00	2
NEW NON-RESIDENTIAL BUILDINGS:									
AMUSEMENT, SOCIAL & RECREATIONAL	318		.00	.00	0	0	.00	.00	0
SERVICE STATIONS & REPAIR GARAGES	322		.00	.00	0	0	.00	.00	0
OFFICES, BANKS, & PROFESSIONAL	324	2	6,445,310.00	38,024.56	2	0	.00	.00	0
PUBLIC WORKS & UTILITIES	325		.00	.00	0	0	.00	.00	0
STORES & CUSTOMER SERVICE	327		.00	.00	0	0	.00	.00	0
OTHER NON-RESIDENTIAL BLDGS	328		.00	.00	0	0	.00	.00	0
STRUCTURES OTHER THAN BUILDINGS	329		.00	.00	0	0	.00	.00	0
ADDITIONS, ALTERATIONS, & CONVERSION									
RESIDENTIAL	434		.00	.00	0	0	.00	.00	0
NON-RESIDENTIAL & NON-HOUSEKEEPING	437		.00	.00	0	3	517,262.79	6,206.20	3
ADDS OF RESID. GARAGES (ATCH/DETC)	438		.00	.00	0	0	.00	.00	0
Solar Panels Install	439		.00	.00	0	0	.00	.00	0
DEMOLITION AND RAZING OF BUILDINGS									
SINGLE FAMILY HOUSES (ATCH/DETACH)	645		.00	.00	0	0	.00	.00	0
ALL OTHER BUILDINGS & STRUCTURES	649		.00	.00	0	0	.00	.00	0
FENCE	650	2	4,425.84	150.00	2	1	700.00	50.00	1
FIRE ALARM & SPRINKLERS	675	1	1,200.00	70.00	1	4	25,856.00	784.00	4
PLUMBING	701	14	206,316.00	5,172.00	12	9	172,226.00	3,532.00	8
GAS	702		.00	.00	0	0	.00	.00	0
ELECTRICAL	705	5	126,514.00	1,898.80	5	7	78,558.76	1,728.00	6
HVAC	710	9	73,923.69	2,150.00	9	14	151,668.98	4,422.00	23
IRRIGATION	715	3	32,000.00	1,250.00	2	5	16,835.00	550.00	5
POOL	720		.00	.00	0	2	119,795.96	2,100.00	2
ROOF	725	3	182,912.34	450.00	3	3	105,249.61	450.00	3
SEPTIC SYSTEM	730		.00	.00	0	1	12,000.00	550.00	0
WATER SOFTENER	735		.00	.00	0	0	.00	.00	0
CONTRACTORS	800	2	20.00	20.00	1	2	20.00	20.00	2
TREE PERMIT	801	1	35.00	35.00	0	14	490.00	490.00	11
TOTALS FOR PERMITS SHOWN ABOVE									
	49		10,772,941.87	72,592.46	44	71	3,448,372.10	37,867.13	74
Totals of other permits in the period	2		72,310.00	1,400.00	2	5	72,934.00	1,500.00	4
TOTAL FOR ALL PERMITS IN THE PERIOD									
	51		10,845,251.87	73,992.46	46	76	3,521,306.10	39,367.13	78

Shavano Park Fire Department

Summary of Events for August 2018

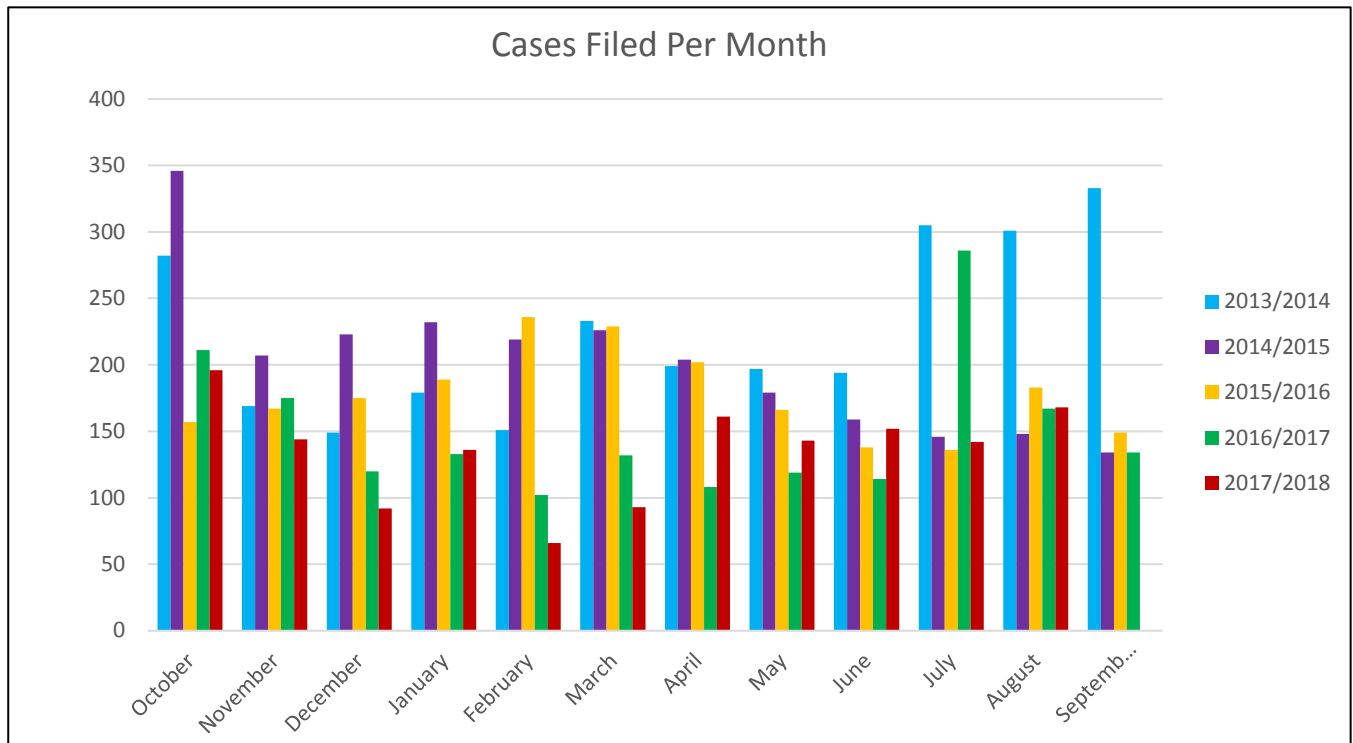


- Shavano Park FD responded to **79** requests for service in August.
- This is a **5.33% increase** from the previous August.
- Shavano Park FD responded to **8** automatic aid requests from Hollywood Park FD and Castle Hills.
- Shavano Park FD received **5** automatic aid responses for Castle Hills FD, Hollywood Park FD and Leon Valley FD.
- Shavano Park FD Responded/stood-by for **13** mutual aid requests from other departments
- The average response time for calls within Shavano Park is **4 minutes, 33 seconds** this month.
- Fire Fighters completed a total of **380 hours of fire** and **45 hours of EMS** training in the month of August
- Certified Fire Inspector inspected **25** commercial buildings.
- Fire crews performed **6** pre-incident fire plan reviews
- Certified Plans Examiners reviewed **9** sets of commercial building/renovation plans/changes to previously submitted plans



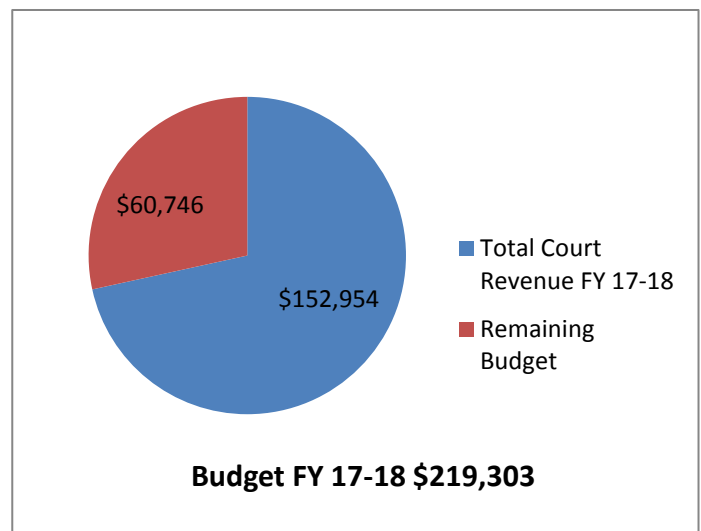
City of Shavano Park

Municipal Court Activity August 2018



Cases Resolved	Current Month	Prior Year
Fine	33	73
Not Guilty By Judge	0	1
Guilty	5	15
Dismissed	0	3
Compliance Dismissal	22	34
Defensive Driving	27	12
Deferred Disposition	31	24
Proof of Insurance	0	2
TOTAL	118	164

Court Revenue	Current 17/18	Prior 16/17
October	\$ 10,597	\$ 23,350
November	16,677	15,321
December	10,926	13,699
January	11,992	14,530
February	16,171	15,088
March	16,604	21,023
April	15,136	15,381
May	12,236	16,254
June	15,187	10,408
July	15,632	13,552
August	11,798	20,554
September	-	15,649
	\$ 152,954	\$ 194,808



Monthly Activity Report
City of Shavano Park Police Department
August 2018

Activity Report: 234 incidents were responded to by the Police Department.
1912 total incidents were responded to by the Department for 2018.

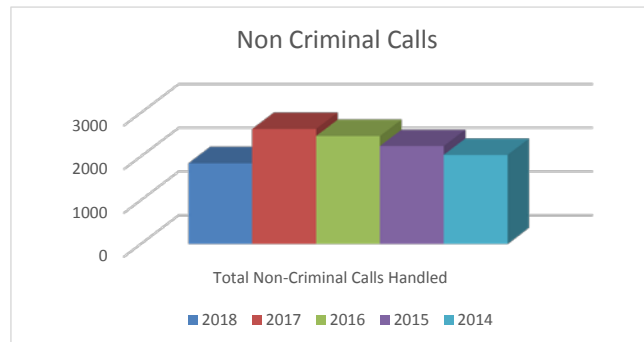
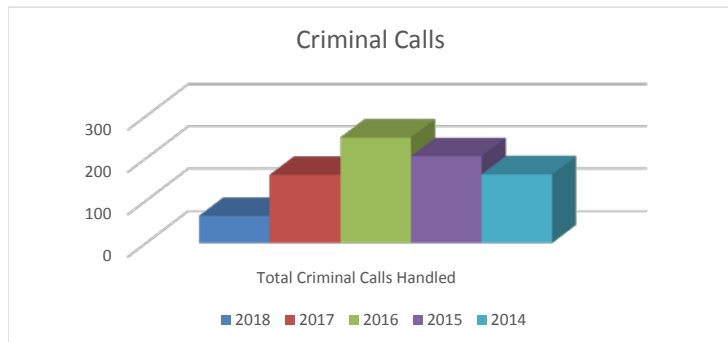
Criminal Calls	Calendar Year					
	Aug	2018	2017	2016	2015	2014
Alcohol Beverage Code Violations	1	1	0	0	0	0
Arrest of Wanted Persons (Outside Agency)	3	12	21	31	39	27
Assault	0	1	1	3	2	1
Burglary Building	0	1	3	17	15	8
Burglary of Habitation	0	1	4			
Burglary Vehicle	1	5	13	50	29	26
Criminal Mischief / Reckless Damage	0	4	15	19	11	13
Criminal Mischief Mail Box	0	0	2	5		
Cruelty to Animals	0	0	0	0	0	0
Deadly Conduct	0	0	0	1	0	0
D.U.I. - Minor	0	0	1	0	0	0
D.W.I. / D.U.I.	0	3	4	6	2	3
Driving while License Suspended / Invalid	1	2	0	2	2	4
Endangerment of Child	0	0	1	0	0	0
Evading Arrest	0	3	0	3	2	2
Failure to Identify	0	0	1	0	1	0
Family Violence	1	1	3	2	2	2
Fraud / Forgery / False Reports / Tamper w/ Govt. Record	0	1	0	4	6	2
Harassment / Retaliation / Terroristic Threat	0	0	2	1	0	4
M.I.P. Alcohol / Tobacco	0	0	0	1	0	0
Murder	0	0	0	0	0	0
Narcotics Violation (class B and up)	2	7	16	30	16	7
Narcotics Violation (class C)	1	11	43	42	27	20
Possession of Prohibited Weapon / Unlawful Carry	0	0	1	3	1	0
Public Intoxication	0	0	3	4	3	4
Resisting Arrest	0	0	1	0	0	1
Robbery	0	0	1	0	2	0
Sexual Assault	0	0	0	1	1	0
Solicitation of a Minor / Indecency with a Minor	0	1	0	1	0	0
Suicide	0	0	0	0	0	0
Theft	0	10	22	17	40	36
Theft of Mail	0	0	1	4		
Theft of Motor Vehicle / Unauthorized Use of Motor Veh.	0	0	2	2	3	2
Total Criminal Calls Handled	10	64	161	249	204	162

Monthly Activity Report
City of Shavano Park Police Department
August 2018

Non-Criminal Calls

	Aug	Calendar Year				
		2018	2017	2016	2015	2014
Accidents Major (With Injuries)	0	5	10	7	11	9
Accidents Minor (Non-Injury)	6	44	50	62	47	44
Alarm Call	23	339	557	536	528	495
Animal Calls / Complaints	14	110	143	148	143	170
Assist Fire Department / EMS	41	300	388	339	276	285
Assist Other Law Enforcement Agencies	7	63	81	59	69	69
Assist the Public	12	51	106	93	87	108
City Ordinance Violations	48	364	420	386	343	289
parking 1 permit 1						
protrusion 44						
solicitor 2						
Criminal Trespass Warning	0	1	7	0	1	0
Deceased Person / Natural / Unattended	0	10	17	22	8	11
Disturbance / Keep the Peace	4	43	56	81	86	66
Emergency Detention	0	3	10	13	26	12
Health & Safety Violations	0	0	0	0	0	0
Information Reports	20	146	195	176	137	78
Missing Person / Runaway	0	0	1	2	1	5
Recovered Property / Found Property	0	6	21	28	19	15
Suspicious Activity, Circumstances, Persons, Vehicles	22	134	285	288	260	234
Traffic Hazard	2	24	49	62	55	42
Welfare Concern	5	35	52	38	38	18
911 Hang-up Calls	20	116	188	132	109	90
Total Non-Criminal Calls Handled	224	1794	2636	2472	2244	2040
Officer Initiated Contacts						
Community Policing Contacts / Crime Prevention	351	1580	2630	3817	3817	2751
Out of Town / Patrol-By Reports	59	251	480	551	568	626
Total Officer Initiated Contacts	410	1831	3110	4368	4385	3377

There was no reported gang activity for August 2018. For 2018 there have been no reported gang activity.



August 2018 Breakdown

Alcohol Beverage Code Violation

1. 4200 blk. Lockhill-Selma Road - open container

Arrest of Wanted Person

1. 15400 blk. N.W. Military Hwy. - Harris County Warrant
2. 13100 blk. Huebner Road - Bexar County Warrant
3. 4000 blk. DeZavala Road - San Antonio Warrant

Burglary of Vehicle

1. 3600 blk. Paesanos Pkwy. - no force, items taken

DWLI

1. 15400 blk. N.W. Military Hwy. - driving while license invalid/suspended

Narcotics Violation (class B and up)

1. 16400 blk. N.W. Military Hwy. - possession of marijuana
2. 15900 blk. N.W. Military Hwy. - possession of controlled substance

Narcotics Violation (class C)

1. 100 blk. Warbler Way - possession of drug paraphernalia

Mileage	August	Calendar Year				
		2018	2017	2016	2015	2014
Total Monthly / Annual Mileage	13961	90945	144779	151041	140356	148885

City of Shavano Park Police Department August 2018

Officer	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	Total A
Warnings	33	31	20	0	27	1	12	28	8	9	40	19	8	5	9	250
Citations	7	12	16	0	27	0	10	26	9	14	36	10	10	6	10	193
Cases	11	7	7	16	11	45	8	17	8	19	14	26	21	9	15	234
Activity Totals	51	50	43	16	65	46	30	71	25	42	90	55	39	20	34	677
Vehicles Stopped	36	38	26	0	40	1	21	46	15	18	70	25	15	7	18	376
Community Policing	61	53	48	16	0	0	34	61	11	29	0	3	22	0	13	351

Officer	P	Q	R	S	T	U	V	W	X	Y	Z	Total B
Warnings												0
Citations												0
Cases												0
Activity Totals	0	0	0	0	0	0	0	0	0	0	0	0
Vehicles Stopped												0
Community Policing												0

Grand Total
250
193
234
677
376
351

1. CALL MEETING TO ORDER

Mayor Werner called the meeting to order at 5:30 p.m.

PRESENT:

ABSENT:

Alderman Colemere

Alderman Powers

Alderman Kautz

Alderman Heintzelman

Mayor Pro Tem Ross

Mayor Werner

2. PLEDGE OF ALLEGIANCE AND INVOCATION

Mayor Werner dispensed with the Pledge of Allegiance to the Flag and Invocation.

3. CITIZENS TO BE HEARD

No one signed up to address City Council at this time.

4. CITY COUNCIL COMMENTS

Mayor Werner dispensed with City Council comments.

5. AGENDA ITEMS

5.1. Discussion - Building Permit Fee Schedule review - City Manager

City Manager Hill and Assistant to the City Manager Leeth presented an overview of the research conducted regarding building permit fee schedule.

The consensus of City Council is to remove commercial permit fee schedule and adopt the residential permit fee schedule as the universal permit fee table and to adopt flat fees as presented for residential fencing, concrete and decking.

5.2. Presentation / Discussion – Fiscal Year 2018 – 2019 Information Technology Objectives and Budget – Assistant to the City Manager

Assistant to the City Manager Leeth presented the FY 2018 -2019 Information Technology Objectives and Budget.

5.3. Discussion - Environmental Friendly Parking - City Manager

Discussion was held regarding the Environmental Friendly parking and Council consensus is that we continue with the beautification of the area and the curb cut scheduled for this fiscal year and that markings of the parking area will be temporary in nature.

5.4. Presentation / discussion - Considerations for future replacement of Fire Engine - City Manager / Chief Naughton

Chief Naughton presented the consideration for future replacement of Fire Engine. Discussion was held and it was the consensus of City Council that Chief Naughton provide updated information regarding costs and maintenance for a ladder truck.

5.5. Discussion - FY 2018-19 Budget - City Manager

City Manager Hill presented an updated draft of items outlined at the August 8th meeting.

6. ADJOURNMENT

Alderman Colemere made a motion to adjourn the meeting.

Mayor Pro Tem Ross seconded the motion.

The meeting adjourned at 7:28 p.m.

Robert Werner
Mayor

Zina Tedford
City Secretary

1. CALL MEETING TO ORDER

Mayor Werner called the meeting to order at 5:30 p.m.

PRESENT:

ABSENT:

Alderman Colemere
Alderman Powers
Alderman Kautz
Alderman Heintzelman
Mayor Pro Tem Ross
Mayor Werner

2. PLEDGE OF ALLEGIANCE AND INVOCATION

Mayor Werner dispensed with the Pledge Allegiance to the Flag and the Invocation.

3. CITIZENS TO BE HEARD

Citizen Simpson addressed City Council regarding budgeted tax revenue, use of fund balance and debt service.

4. CITY COUNCIL COMMENTS

Mayor Werner dispensed with City Council comments at this time.

5. AGENDA ITEMS

5.1. Presentation / discussion – Consideration for Fire / PW Backup Power / Auxiliary Power Unit – City Manager

Chief Naughton and PW Director Peterson discussed the needs for Fire / PW Backup Power / Auxiliary Power unit.

5.2. Presentation / discussion - Considerations for future replacement of Fire Engine - City Manager / Chief Naughton

Chief Naughton presented the status of current Engine 139B, replacement timeline, considerations prior to decision, common characters of new pumpers and new aerals, current and future staffing, pros and cons of purchasing a new engine, pros and cons of purchasing an aerial apparatus, and recommended action by Chief Naughton.

5.3. Discussion – FY 2018-19 Budget - City Manager

City Manager Hill presented an overview of the changes made to the proposed budget FY 2018-19 as discussed at the August 21st Workshop Meeting and review of activity posted to Incode through August 21st.

6. ADJOURNMENT

Mayor Pro Tem Ross made a motion to adjourn the meeting.

Alderman Kautz seconded the motion.

The meeting adjourned at 6:24 p.m.

Robert Werner
Mayor

Zina Tedford
City Secretary

1. CALL MEETING TO ORDER

Mayor Werner called the meeting to order at 6:30 p.m.

PRESENT:

ABSENT:

Alderman Colemere

Alderman Powers

Alderman Kautz

Alderman Heintzelman

Mayor Pro Tem Ross

Mayor Werner

2. PLEDGE OF ALLEGIANCE AND INVOCATION

Alderman Colemere led the Pledge of Allegiance to the Flag. Alderman Heintzelman followed with the Invocation.

3. CITIZENS TO BE HEARD

Citizens Mendes, Escalante, Simpson addressed City Council regarding fences, DeZavala tree cleaning, free mulch sign, fee schedule for permits and drainage.

4. CITY COUNCIL COMMENTS

City Council thanked all for attending the meeting.

5. PRESENTATIONS, COMMENDATIONS AND ANNOUNCEMENTS

5.1. Proclamation - Recognizing American Spirit Alliance - Mayor Werner

Mayor Werner postponed this item until the next Regular Meeting.

5.2. Proclamation – Recognizing National Payroll Week - Mayor Werner

Mayor Werner presented a proclamation to the Alamo Chapter of the American Payroll Association.

6. REGULAR AGENDA ITEMS

6.1. Presentation / discussion / action - Update from Republic Services on Fees and Recycle - Republic Services

Tom Armstrong, Manager Municipal Services, presented an update, informed City Council that glass would now be included in recycling and requested a \$.36 increase for a one year term Oct. 1 2018 – Oct 1, 2019.

6.2. Presentation - Draft 2018 Town Plan as recommended by the Planning and Zoning Commission - Chairman Janssen

Chairman Janssen presented the Draft 2018 Town Plan as recommended by the Planning and Zoning Commission.

6.3. Discussion - Shavano Park IT contractor HTS to present to City Council their perspective with regard to the system security breach and unauthorized access that took place on our City computer network. Possible Executive Session pursuant to Texas Government Code Section 551.076 and 551.089 deliberation regarding security personnel and devices - MPT Ross

Mayor Werner with the consensus of City Council deviated to agenda item 6.11.

Mayor Pro Tem Ross stated that Shavano Park IT contractor HTS will not be at the meeting to discuss their perspective with regard to the system security breach and unauthorized access that took place on our City computer network. Mayor Pro Tem Ross stated that she received a letter from HTS and request that it be placed on the city website for transparency.

6.4. Discussion / action - Ordinance O-2018-008 amending the Fee Schedule adjusting Permitting Fees (first reading) - Ald. Heintzelman / City Manager

Alderman Heintzelman made a motion to approve O-2018-008 amending the Fee Schedule adjusting Permitting Fees (first reading) with an amendment to include that residential permit fees for driveway, fence, and patio/deck will be charged flat fees as established unless the fee schedule is below the flat fee in which the cost of the fee would be the lower of the costs.

Alderman Powers seconded the motion.

The motion to approve O-2018-008 amending the Fee Schedule adjusting Permitting Fees (first reading) with an amendment carried with a unanimous vote.

6.5. Discussion / action - Selection of Information Technology Managed Services provider - City Manager

Alderman Heintzelman made a motion to approve staff's recommendation of selecting Barcom as the City's Information Technology Managed Services provider.

Alderman Powers seconded the motion.

The motion approve to approve staff's recommendation of selecting Barcom as the City's Information Technology Managed Services provider carried with a unanimous vote.

6.6. Discussion / action - Ordinance O-2018-009 amending the FY 2017-18 Budget regarding Development Fees, Police Department vehicle replacement and repair, City Hall emergency lighting funding, Fire Department equipment and vehicle maintenance, drainage projects expenditures, General Fund codification expenses, contract labor, interest income and sale of City assets, Water Utility Fund various revenues and expenses (administrative) - City Manager

Alderman Colemere made a motion to approve Ordinance O-2018-009 amending the FY 2017-18 Budget regarding Development Fees, Police Department vehicle replacement and repair, City Hall emergency lighting funding, Fire Department equipment and vehicle maintenance, drainage

projects expenditures, General Fund codification expenses, contract labor, interest income and sale of City assets, Water Utility Fund various revenues and expenses (administrative).

Alderman Kautz seconded the motion.

The motion to approve Ordinance O-2018-009 amending the FY 2017-18 Budget regarding Development Fees, Police Department vehicle replacement and repair, City Hall emergency lighting funding, Fire Department equipment and vehicle maintenance, drainage projects expenditures, General Fund codification expenses, contract labor, interest income and sale of City assets, Water Utility Fund various revenues and expenses as an administrative ordinance carried with a unanimous vote.

6.7. Discussion / action - Policies and procedures for submissions to City Publications and Communication tools - MPT Ross

Mayor Pro Tem Ross made a point of order and made a motion to postpone agenda items 6.7, 6.8, 6.9, and 6.12 to discuss at Special Meeting and requested the City Manager provide dates for City Council to consider.

Alderman Colemere seconded the motion.

The motion made a motion to postpone agenda items 6.7, 6.8, 6.9, and 6.12 to discuss at Special Meeting and requested the City Manager provide dates for City Council to consider carried with a unanimous vote.

6.8. Discussion / action - Code Enforcement Process and Ordinance Review - MPT Ross

Agenda item postponed.

6.9. Discussion / action - Permitting Process and Review - MPT Ross

Agenda item postponed.

6.10. Discussion - Process for replacement of the City Secretary - MPT Ross

City Manager Hill presented an outline for the replacement of the City Secretary.

6.11. Discussion / action - Regarding an update on ARDMOR, Inc., Texas ARDMOR Properties, LP, and Texas ARDMOR Management, LLC v. Lockhill Ventures, LLC and City of Shavano Park, in the 407th District Court, Bexar County, Texas and associated annexation issues for the final un-annexed property involved at the corner of Lockhill and Huebner. Possible Executive Session pursuant to Texas Government Code Section 551.071 – City Attorney / MPT Ross

Mayor Pro Tem Ross made a motion to adjourn into Executive Session.

Alderman Heintzelman seconded the motion.

The Open Meeting adjourned at 7:30 p.m.

The Open Meeting reconvened at 7:51 p.m.

No action was taken on this item.

Alderman Powers made a motion to deviate back to agenda item 6.3.

Alderman Colemere seconded the motion.

The motion carried with a unanimous vote.

6.12. Discussion / action - recommendations for hiring a firm to conduct 360 review of the City Manager to include discussion of process. Possible Executive Session pursuant to Texas Local Government Code Section 551.074 - MPT Ross

Agenda item postponed.

7. CITY MANAGER'S REPORT

All matters listed under this item are considered routine by the City Council and will only be considered at the request of one or more Aldermen. Coincident with each listed item, discussion will generally occur.

7.1. Building Permit Activity Report

7.2. Fire Department Activity Report

7.3. Municipal Court Activity Report

7.4. Police Department Activity Report

7.5. Public Works Activity Report

7.6. Finance Report

8. CONSENT AGENDA

All matters listed under this item are considered routine by the City Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired by any Alderman on any item, that item will be removed from the consent agenda and will be considered separately.

8.1. Approval - City Council Workshop Minutes, July 11, 2018

8.2. Approval - City Council Meeting Minutes, July 23, 2018

8.3. Approval - City Council Special Meeting Minutes, August 2, 2018

- 8.4. Approval - City Council Special Meeting Minutes, August 8, 2018**
- 8.5. Approval - City Council Workshop Meeting Minutes, August 8, 2018**
- 8.6. Accept - Planning & Zoning Commission Meeting Minutes, July 11, 2018**
- 8.7. Approval – City Surplus List**
- 8.8. Approval – City Organizational Chart**

Alderman Kautz made a motion to approve Consent Agenda items 8.1 – 8.8.

Alderman Colemere seconded the motion.

The motion to approve Consent Agenda item 8.1 – 8.8 carried with a unanimous vote.

9. ADJOURNMENT

Alderman Heintzelman made a motion to adjourn the meeting.

Mayor Pro Tem Ross seconded the motion.

The meeting adjourned at 8:30 p.m.

Robert Werner
Mayor

Zina Tedford
City Secretary

1. CALL MEETING TO ORDER

Mayor Werner called the meeting to order at 5:00 p.m.

PRESENT:

ABSENT:

Alderman Colemere

Alderman Powers

Alderman Kautz

Alderman Heintzelman

Mayor Pro Tem Ross

Mayor Werner

2. PLEDGE OF ALLEGIANCE AND INVOCATION

Mayor Werner dispensed with the Pledge of Allegiance to the Flag and Invocation.

3. CITIZENS TO BE HEARD

No citizens signed up to address City Council

4. CITY COUNCIL COMMENTS

Mayor Werner dispensed with City Council Comments at this time.

5. REGULAR AGENDA ITEMS

5.1. Discussion / action - Policies and procedures for submissions to City Publications and Communication tools - MPT Ross

Council consensus is that the City Manager prepare draft resolution/policy regarding procedures for submissions to city publications and use of communication tools i.e. marquee and I-info.

5.2. Discussion / action - Code Enforcement Process and Ordinance Review - MPT Ross

Discussion was held regarding codes and the enforcement process should be unilateral. There was discussion regarding tree canopy extending over roads. Staff will be research tree canopy situation and present at an upcoming meeting.

5.3. Discussion / action - Permitting Process and Review - MPT Ross

Mayor Pro Tem Ross questioned the need for automating the permitting process and addressed concerns regarding the number of signs on two buildings at Paesanos Parkway and Lockhill Selma Road.

City Manager Hill stated that he would review and get back with Council.

5.4. Discussion / action - recommendations for hiring a firm to conduct 360 review of the City Manager to include discussion of process. Possible Executive Session pursuant to Texas Local Government Code Section 551.074 - MPT Ross

Mayor Pro Tem Ross made a motion to approve conducting a 360 review of the city manager within the next 3 month, create a 2 member subcommittee comprised of Ald. Kautz and Mayor Tem Ross to research and recommend firm to conduct said 360 review; the recommendation to be presented at or before the October Regularly scheduled council meeting.

Alderman Colemere seconded the motion.

The motion to approve to approve conducting a 360 review of the city manager within the next 3 month, create a 2 member subcommittee comprised of Ald. Kautz and Mayor Tem Ross to research and recommend firm to conduct said 360 review; the recommendation to be presented at or before the October Regularly scheduled council meeting carried with a unanimous vote.

6. ADJOURNMENT

Mayor Pro Tem Ross made a motion to adjourn the meeting.

Alderman Powers seconded the motion.

The meeting adjourned at 6:02 p.m.

Robert Werner
Mayor

Zina Tedford
City Secretary

1. CALL MEETING TO ORDER

Mayor Werner called the meeting to order at 6:30 p.m.

PRESENT:

Alderman Colemere

Alderman Powers

Alderman Kautz

Mayor Pro Tem Ross

Mayor Werner

ABSENT:

Alderman Heintzelman

2. PLEDGE OF ALLEGIANCE AND INVOCATION

Alderman Colemere led the Pledge of Allegiance to the Flag. Mayor Werner followed with the Invocation.

3. CITIZENS TO BE HEARD

Citizens Pierce and Florine addressed City Council regarding the fire truck and tree cutting along DeZavala.

4. CITY COUNCIL COMMENTS

City Council welcomed all the meeting.

5. REGULAR AGENDA ITEMS

5.1. Public Hearing - Proposed Annual Operating and Capital Budget for FY 2017-18

Public hearing opened at 6:37 p.m.

City Manager Hill presented an overview of the proposed Annual Operating and Capital Budget for FY 2017-18

Public hearing closed at 6:52 p.m.

5.2. Discussion / action - Ordinance No. O-2018-009 approving and adopting a budget for the City of Shavano Park, Texas for the fiscal year beginning October 1, 2018 and ending September 30, 2019; making appropriations for each fund and department; establishing a Sinking Fund for existing city financial obligations; providing for the levying and collection of a sufficient tax to pay the interest and on such Sinking Fund obligations; repealing conflicting ordinances; providing a savings and severability clause; and declaring an effective date (first reading) - City Manager

Mayor Pro Tem Ross made a motion to approve Ordinance No. O-2018-009 approving and adopting a budget for the City of Shavano Park, Texas for the fiscal year beginning October 1, 2018 and ending September 30, 2019; making appropriations for each fund and department; establishing a Sinking Fund for existing city financial obligations; providing for the levying and collection of a sufficient tax to pay the interest and on such Sinking Fund obligations; repealing conflicting ordinances; providing a savings and severability clause; and declaring an effective date (first reading).

Alderman Colemere seconded the motion.

The motion to approve Ordinance No. O-2018-009 approving and adopting a budget for the City of Shavano Park, Texas for the fiscal year beginning October 1, 2018 and ending September 30, 2019; making appropriations for each fund and department; establishing a Sinking Fund for existing city financial obligations; providing for the levying and collection of a sufficient tax to pay the interest and on such Sinking Fund obligations; repealing conflicting ordinances; providing a savings and severability clause; and declaring an effective date (first reading) carried with a unanimous vote.

5.3. Discussion / action - Considerations for future replacement of Fire Engine - City Manager / Chief Naughton

Mayor Pro Tem Ross made a motion to authorize staff to immediately begin research to purchase a demo 100' Ariel firetruck and authorizing staff to negotiate purchase during 2019 and said purchase not to exceed \$1.1M to be taken out of capital improvement fire department reserves.

Alderman Colemere seconded the motion.

The motion to authorize staff to immediately begin research to purchase a demo 100' Ariel firetruck and authorizing staff to negotiate purchase during 2019 and said purchase not to exceed \$1.1M to be taken out of capital improvement fire department reserves carried with a unanimous vote.

6. ADJOURNMENT

Alderman Colemere made a motion to adjourn the meeting.

Alderman Kautz seconded the motion.

The meeting adjourned at 7:05 p.m.

Robert Werner
Mayor

Zina Tedford
City Secretary

CITY COUNCIL STAFF SUMMARY

Meeting Date: September 17, 2018

Agenda item: 8.7

Prepared by: Curtis Leeth

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION: Approval - Ordinance O-2018-008 amending the Fee Schedule adjusting Permitting Fees (final reading)

X

Attachments for Reference:

- 1) 8.7a Ordinance O-2018-008
- 2) 8.7b Financial Forecasting

BACKGROUND / HISTORY: At the June 25, 2018 City Council meeting, Council directed staff to review the current fees in comparison to other cities with consideration of a cap on existing residential structures on certain fees.

At the August 8, 2018 Council Workshop the Council requested additional review of Olmos Park, Terrell Hills and Hill Country Village. This brings the total number of cities tested to eight:

- Alamo Heights
- Helotes
- Castle Hills
- Leon Valley
- Fair Oaks Ranch
- Olmos Park
- Terrell Hills
- Hill Country Village

In addition staff included Shavano residential rates in the comparison against eight cities.

DISCUSSION: At the August 27, 2018 City Council Meeting, Council approved Ordinance O-2018-008 (first reading) with the condition that staff add a provision ensuring no fence, driveway or patio / deck permit is charged a higher fee than currently. Staff implemented this change as directed for the final reading by adding a “if valuation less than \$5,000” provision to each specified fee (see attachment 8.7a). In order to facilitate discussion and reduce the amount of information presented in the summary sheet staff provided four options and a breakdown analysis to Council at the August 8 meeting. The four options presented by staff were:

OPTION 1: Remove the residential fee valuation table in Fee Schedule and make commercial fee schedule the universal fee schedule.

OPTION 2: Lower residential permit fees to current commercial rates but raise commercial rates to match other local cities.

OPTION 3: Remove commercial permit fee schedule and adopt the residential permit fee schedule as the universal permit fee table.

OPTION 4: Add three specified fees for fence, driveway and patio / deck projects.

A brief summary of staff findings:

- **Shavano residential permit fees are on average 30% higher than commercial permit fees UNDER \$100,000 valuations. Above this threshold the permit fees are the same.**
- **Three of the eight tested cities have permit fees higher than Shavano residential rates UNDER \$100,000 valuations** (Alamo Heights, Olmos Park, Castle Hills)
- **Four of the eight tested cities have permit fees higher than Shavano commercial rates** (Alamo Heights, Olmos Park, Helotes, Castle Hills)
- **Two of the eight tested cities have permit fees less than Shavano commercial rates** (Fair Oaks Ranch and Leon Valley)
- **Two of the eight tested cities have mixed results comparing commercial rates** (Terrell Hills and Hill Country Village)

At the August 21, 2018 Council Workshop the Council reached consensus to establish three specified fees for Fences, Driveways and Patio / Deck permits and to establish the Residential fee schedule as the universal fee schedule. Staff prepared Ordinance O-2018-008 following this consensus.

COURSES OF ACTION: Approve Ordinance O-2018-008 amending the Fee Schedule adjusting Permitting Fees (final reading); motion amendments or decline and give further guidance to staff.

FINANCIAL IMPACT: Staff project a \$4,500 increase in revenues. Because of anticipated decline in overall permitting revenues staff made no adjustment to the budget.

Projections based upon permit data from August 1, 2017 – August 1, 2018.

MOTION REQUESTED: Approve Ordinance O-2018-008 amending the Fee Schedule adjusting Permitting Fees (final reading).

ORDINANCE NO. O-2018-008

AN ORDINANCE AMENDING APPENDIX A – CITY OF SHAVANO PARK FEE SCHEDULE BY ESTABLISHING THE RESIDENTIAL BUILDING PERMIT FEE SCHEDULE AS THE SOLE BUILDING PERMIT FEE SCHEDULE; ESTABLISHING SEPARATE FLAT FEES FOR FENCE, DRIVEWAY AND PATIO/DECK PERMITS; PROVIDING A CUMULATIVE & CONFLICTS CLAUSE, PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Shavano Park desires to streamline and simplify the building permit fees of the City; and

WHEREAS, the City Council of the City of Shavano Park desires the building permit fees to be fair and equitable; and

WHEREAS, the City Council of the City of Shavano Park requires that building permit fees charge only what they must in order to meet City expenditures in administering and enforcing the building codes of the City;

NOW, THERFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SHAVANO PARK, TEXAS:

I

CODE AMENDMENT

Appendix A – City of Shavano Park Fee Schedule, Development Services Fees, of the City of Shavano Park Code of Ordinances is hereby amended to read as follows:

BUILDING PERMIT FEES	<u>COMMERCIAL AND RESIDENTIAL</u>
<i>Total Valuation</i>	<i>Fee is for each individual building, electrical, HVAC, and plumbing permit</i>
Less than \$2,000.00	Flat fee of \$50.00
\$2,001.00—\$5,000.00	Flat fee of \$100.00
\$5,001.00—\$8,000.00	Flat fee of \$200.00
\$8,001.00—\$12,000.00	Flat fee of \$300.00
\$12,001.00—\$18,000.00	Flat fee of \$400.00
\$18,001.00—\$25,000.00	Flat fee of \$500.00

\$25,001.00—\$50,000.00	Flat fee of \$750.00
\$50,001.00—\$100,000.00	Flat fee of \$1,000.00
\$100,001.00—\$500,000.00	\$1,000.00 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00 or fraction thereof to and including \$500,000.00
\$500,001.00—\$1,000,000.00	\$3,250.00 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00 or fraction thereof to and including \$1,000,000.00
\$1,000,001.00— \$2,000,000.00	\$5,610.00 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00 or fraction thereof to and including \$2,000,000.00
\$2,000,001.00 and up	\$9,260.00 for the first \$2,000,000.00 plus \$3.65 for each additional \$1,000.00 or fraction thereof

II

CODE AMENDMENT

Appendix A – City of Shavano Park Fee Schedule, Development Services Fees, of the City of Shavano Park Code of Ordinances is hereby amended to remove the following:

BUILDING PERMIT FEES	COMMERCIAL
<i>Total Valuation</i>	<i>Fee is for each individual building, electrical, HVAC, and plumbing permit</i>
\$1.00—\$500.00	\$50.00
\$500.00—\$2,000.00	\$25.00 for the first \$500.00 plus \$3.00 for each additional \$100.00 or fraction thereof to and including \$2,000.00
\$2,001.00—\$25,000.00	\$70.00 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00 or fraction thereof to and including \$25,000.00
\$25,001.00—\$50,000.00	\$400.00 for the first \$25,000.00 plus \$10.00 for each additional \$1,000.00 or fraction thereof to and including \$50,000.00
\$50,001.00—\$100,000.00	\$650.00 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00 or fraction thereof to and including \$100,000.00

\$100,001.00—\$500,000.00	\$1,000.00 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00 or fraction thereof to and including \$500,000.00
\$500,001.00—\$1,000,000.00	\$3,250.00 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00 or fraction thereof to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,610.00 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00 or fraction thereof

III

CODE AMENDMENT

Appendix A – City of Shavano Park Fee Schedule, of the City of Shavano Park Code of Ordinances is hereby amended to add the following:

Fence Permit Fee	
Fence (residential)	\$100.00
if valuation less than \$5,000	\$50.00

Driveway Permit Fee	
Driveway Permit (residential)	\$150.00
if valuation less than \$5,000	\$50.00

Patio/Deck Permit Fee	
Patio/Deck Permit (residential)	\$150.00
if valuation less than \$5,000	\$50.00

IV

CUMULATIVE CLAUSE

That this ordinance shall be cumulative of all provisions of the City of Shavano Park, Texas, except where the provisions of this Ordinance are in direct conflict with the provisions of such Ordinance, in which event the conflicting provisions of such Ordinance are hereby repealed.

V

SEVERABILITY

That it is hereby declared to be the intention of the City Council of the City of Shavano Park that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are

severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance should be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs or sections of the Ordinances, since the same would have been enacted by the City Council without incorporation in this ordinance of any such unconstitutional phrases, clause, sentence, paragraph or section.

VI PROPER NOTICE AND MEETING

It is hereby officially found and determined that the meeting at which this Ordinance was adopted 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, Chapter 551 of the Texas Government

VII EFFECTIVE DATE

This ordinance shall be effective upon passage and publication as required by State and Local law.

PASSED AND APPROVED on the first reading by the City Council of the City of Shavano Park this the 27th day of August, 2018.

PASSED AND APPROVED on the second reading by the City Council of the City of Shavano Park this the ____th day of _____, 2018.

ROBERT WERNER, MAYOR

Attest:

ZINA TEDFORD, CITY SECRETARY

Approved as to Form:

CHARLES E. ZECH, CITY ATTORNEY

Forecasting - Adopting Residential Universal Fee Schedule		
All figures are from August 1, 2017 - August 1, 2018		
All Commercial Building Permits		
# of Permits	Total Valuation	Revenues Raised
100	\$ 14,295,538.84	\$ 127,121.71
Commercial Building Permits - Under \$100,000 in Value		
# of Permits	Total Valuation	Revenues Raised
84	\$ 1,432,654.12	\$ 35,133.60
Projected 31% increase in Permit Fees		\$ 10,891.42

Cumulative increase in revenues predict to be around \$4,500.

Staff calculated this projection by using the average difference between the commercial and residential permit fees in valuations under \$100,000. Apply the resulting 31% average to the revenues raised from commercial permits valued at under \$100,000 resulted in the forecasted amount.

Financial Impact Forecasting - Specified Fees			
All figures are from August 1, 2017 - August 1, 2018			
Fence Permit			
# of Permits	Total Valuation	Average Valuation	Revenues Raised
40	\$ 384,350.94	\$ 9,608.77	\$ 7,684.80
If recommended Fence Permit of \$100 is implemented			
# of Permits	Revenues Raised	Revenue Gain/Loss with Change	
40	\$ 4,000.00	\$ (3,684.80)	
Driveway Permit			
# of Permits	Total Valuation	Average Valuation	Revenues Raised
9	\$ 136,149.00	\$ 15,127.67	\$ 3,100.00
If recommended Permit of \$150 is implemented			
# of Permits	Revenues Raised	Revenue Gain/Loss with Change	
9	\$ 1,350.00	\$ (1,750.00)	
Patio / Deck Permit			
# of Permits	Total Valuation	Average Valuation	Revenues Raised
12	\$ 85,608.50	\$ 7,134.04	\$ 2,600.00
If recommended Permit of \$150 is implemented			
# of Permits	Revenues Raised	Revenue Gain/Loss with Change	
12	\$ 1,800.00	\$ (800.00)	
		Total Revenue Loss:	\$ (6,234.80)

For the specified fees staff calculated this projection by taking the number of permits and multiplying it by the flat fee. The difference between the new revenues raised and the revenues raised under the current fee schedule was then calculated.