

City of Woodcreek City Council Meeting
October 12, 2016; 6:30 p.m.
Woodcreek, Texas

NOTICE/ AGENDA

This notice is posted pursuant to the Texas Open Meetings Act (Vernon's Texas Codes Ann. Gov. Code Chapter 551). The Woodcreek City Council will hold a Council Meeting on October 12, 2016, at 6:30 p.m. at Woodcreek City Hall, 41 Champions Circle, Woodcreek, Texas at which time the following items will be considered.

- 1. Call to Order**
- 2. Invocation**
- 3. Pledge**
- 4. Roll Call**

- 5. Public Comments:** Members of the Public may sign up at the City Council meeting to address the City Council. Comments will be limited to three (3) minutes per speaker.

- 6. Citizen Communications: General:** Members of the Public who have submitted a written request to address the City Council on specific issues. Comments will be limited to five (5) minutes per speaker.

- 7. Report Items:**
 - A. DPW Monthly Report (Director of Public Works Frank Wood)
 - B. Treasurer's Report for September, 2016 (City Treasurer Gene Golembiewski)
 - C. City Manager's Monthly Public Report (City Manager Brenton Lewis)

- 8. Consent Agenda: All of the following items are considered to be self-explanatory by the Council and may be acted upon with one motion. There will be no separate discussion of these items unless a Councilmember or Citizen so requests. For a Citizen to request removal of an item from the Consent Agenda, a written request must be completed and submitted to the City Manager.**
 - A. Approval of the Minutes of the Regular City Council Meeting of September 14, 2016 and Special Woodcreek City Council meeting of September 22, 2016.
 - B. Approval of Treasurer's Report for September, 2016

- 9. Regular Agenda**
 - A. Discussion and Possible Action to Approve of a City of Woodcreek Investment Policy and Strategy. (City Manager Lewis)
 - B. Discussion and Possible Action to Cancel the Regular Meeting of the City Council of November 9, 2016 and to Direct Staff to Schedule a Special Meeting on or after November 16, 2016.

10. Adjourn

Executive sessions held during this meeting will generally take place in the City Manager's office, at the discretion of the City Council.

The City Council may retire to executive session any time between the meeting's opening and adjournment for the purpose of consultation with legal counsel pursuant to Chapter 551.071 of the Texas Government Code; discussion of personnel matters pursuant to Chapter 551.074 of the Texas Government Code; deliberation regarding real property pursuant to Chapter 551.072 of the Texas Government Code; deliberation regarding economic development negotiations pursuant to Chapter 551.087 of the Texas Government Code; and/or deliberation regarding the deployment, or specific occasions for implementation of security personnel or devices pursuant to Chapter 551.076 of the Texas Government Code. Action, if any, will be taken in open session.

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

Attendance By Other Elected or Appointed Officials:

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

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

I certify that the above notice was posted on the 9th day of October, 2016 at 2:15 p.m.

By: 
Brenton B. Lewis, City Manager

Treasurer's Report of August 2016

Sept -

Amended

		2015-2016			2014-2015			Percentage Completed 100.00%		
		YTD	Budget (Amended)	%	YTD	Budget	%	Sep-16	Sep-15	Diff
3000	Ad Valorem Tax	215,244	214,500	100%	194,680	189,228	103%	905	608	297
3005	State Sales Tax	42,265	43,000	98%	36,410	76,895	47%	3,759	3,500	259
3010	Mixed Beverage Tax	1,322	1,330	99%	898	496	181%	-	-	-
3020	PEC Franchise Fee	28,568	30,000	95%	29,836	30,700	97%	-	-	-
3030	Time Warner Franchise Fee	27,551	27,200	101%	26,057	19,591	133%	-	-	-
3030.10	TWC - PEG Cable Revenue	3,013	4,020	0%	14,707	-	0%	-	-	-
3040	AquaTexas Franchise	87,738	87,750	100%	78,611	82,590	95%	-	-	-
3050	IESI Franchise Fee	14,036	13,830	101%	9,798	12,274	80%	-	-	-
3060	Telephone Franchise Fee	1,119	1,550	72%	1,676	1,949	86%	-	-	-
3070	QuickSand Franchise Revenue	-	500	0%	500	500	100%	-	-	-
3080	Reimbursement	-	-	0%	-	-	0%	-	-	-
3080.1	Engineering Reimbursement	-	-	0%	115	3,220	4%	-	-	-
3080.2	Legal Reimbursement	-	-	0%	-	5,476	0%	-	-	-
3080.3	Admin Reimbursement	10	-	0%	113	-	0%	-	-	-
3090	Development Revenue	16,422	14,000	117%	27,569	14,935	185%	1,925	810	1,115
3095	Sign Fees	-	300	0%	120	-	0%	25	-	25
4000	Interest Income	4,229	4,000	106%	2,029	800	254%	249	268	(19)
4010	Other Revenue	1,071	1,050	102%	693	450	154%	10	-	10
4015	Oak Wilt Containment	-	-	0%	-	-	0%	-	-	-
4020	Municipal Court Revenue	140	150	93%	1,587	1,900	84%	-	-	-
4040	Donations Received	5,030	5,000	101%	5,145	-	0%	-	-	-
	Total Gen Fund Revenues	447,758	448,180	100%	430,542	441,004	98%	6,873	5,187	1,686

		2015-2016			2014-2015					
		YTD	Budget (Amended)	%	YTD	Budget	%	Jun-16	Jun-15	Diff
5000.01	Salaries and Wages	107,988	103,300	105%	85,643	81,000	106%	11,074	10,017	1,057
5000.03	City Manager Car Allowance	5,515	5,500	0%	-	-	0%	696	-	696
5000.05	Elected Official - Pay	700	700	100%	-	-	0%	70	-	70
5000.20	Payroll Tax	9,745	9,300	105%	8,547	8,477	101%	1,008	786	222
5000.40	Retirement	3,579	4,000	89%	3,000	2,378	126%	377	379	(3)
5000.50	Direct Deposit Expense	126	130	97%	130	108	120%	11	12	(1)
5000.51	Employee Stipend	325	400	0%	-	-	0%	100	-	100
5000	Personnel Services	127,978	123,330	104%	97,319	91,963	106%	13,335	11,194	2,141
5500.05	Bank Fees & Charges	33	-	0%	-	-	0%	-	-	-
5500.10	City Hall Maintenance/Repairs	2,646	20,000	13%	614	2,500	25%	100	276	(176)
5500.30	IT & Radio	10,432	7,000	149%	5,638	6,700	84%	4,809	(9)	4,818
5500.40	Newsletter	-	750	0%	998	632	158%	-	-	-
5500.50	Office Supplies	3,876	3,800	102%	3,003	3,600	83%	170	(343)	513
5500.60	Postage & Shipping	1,989	2,000	99%	1,172	1,500	78%	311	132	178
5500.61	Printing & Reproduction	4,115	4,000	103%	1,908	2,400	80%	568	91	477
5500.70	Storage Rental	1,110	1,100	101%	908	980	93%	-	-	-
5500	Office Expenses	24,201	38,650	63%	14,241	18,312	78%	5,957	146	5,811
6000.01	Audit Expenses	6,600	6,600	100%	6,600	6,200	106%	-	-	-
6000.10	Codification	1,222	1,200	102%	2,309	6,500	36%	375	495	(120)
6000.11	Contract Labor	7,585	7,500	101%	8,059	7,100	114%	330	468	(138)
6000.15	Engineering	1,850	1,850	100%	4,438	5,100	87%	-	518	(518)
6000.20	Legal Expenses	21,492	25,000	86%	44,741	25,000	179%	1,953	10,782	(8,829)
6000.21	General	16,424	-	-	25,523	-	-	1,953	4,060	(2,107)
6000.22	Legal Reimbursable	-	-	-	1,299	-	-	-	-	-
6000.25	Special Cases	5,068	-	-	17,918	-	-	-	6,722	(6,722)
6000	Professional Services	38,748	42,150	92%	66,146	24,900	266%	2,658	12,262	(9,604)
6500.01	Deer Removal	1,275	1,500	85%	2,175	1,500	145%	150	150	-
6500.15	Mowing	4,600	5,500	84%	5,612	5,000	112%	1,735	40	1,695
6500.20	Oak Wilt Containment	-	2,000	0%	675	2,000	34%	-	-	-
6500.21	Outdoor Beautification	12,462	12,000	104%	15,407	5,500	280%	800	(19,977)	20,777
6500.25	ROW Tree Trimming	1,235	1,500	82%	16,581	18,000	92%	225	-	225
6500.30	Street Maintenance	25,369	26,000	98%	21,485	60,000	36%	-	-	-
6500.31	Street Signs	799	1,000	80%	3,823	1,000	382%	172	-	172
6500.40	Tree Limb Pick-Up	9,675	8,900	109%	3,355	1,700	197%	-	-	-
6500	Area Care/Maintenance	55,415	58,400	95%	69,113	94,700	73%	3,082	(19,787)	22,869
7000.01	Ad Valorem Tax Expense	1,800	2,000	90%	1,746	1,800	97%	390	-	390
7000.02	Building Inspections	8,980	10,000	90%	5,120	2,800	183%	1,530	195	1,335
7000.03	Code Compliance	20	1,500	1%	875	7,300	12%	-	20	(20)
7000.04	Dues & Memberships	1,691	1,700	99%	1,341	1,315	102%	150	146	4
7000.05	Election Expense	2,592	2,600	100%	-	2,314	0%	-	-	-
7000.15	Meeting Expense	1,682	1,800	93%	1,163	2,000	58%	42	(8)	50
7000.20	Public Notices	1,870	1,800	104%	1,012	1,000	101%	334	(22)	356
7000.30	Travel & Vehicle Exp Reimb	619	750	83%	3,585	3,000	120%	294	144	150
7000.40	Training & Prof Development	2,114	2,000	106%	908	1,000	91%	345	-	345
7000	Other Operating Expenses	21,369	24,150	88%	15,751	22,529	70%	3,085	475	2,610

Treasurer's Report of August 2016

Sept.

7500.01	City Hall Utilities	2,617	2,600	101%	2,588	3,000	86%	253	119	133
7500.02	Telephone & Internet	2,920	3,000	97%	2,917	3,000	97%	244	243	1
7500.03	Outdoor Utilities	3,732	3,600	104%	3,506	5,000	70%	377	401	(24)
7500	Utilities	9,268	9,200	101%	9,011	11,000	82%	874	763	(110)
7600.01	TML Insurance	2,514	2,550	99%	2,618	2,362	111%	-	-	-
7600	Insurance	2,514	2,550	99%	2,618	2,362	111%	-	-	-
8020.20	MC Judge	3,100	3,400	91%	3,400	4,200	81%	500	250	250
8020.25	Misc. Court Costs	735	750	98%	1,231	3,000	41%	-	(200)	200
8020.30	Prosecutor	-	-	#DIV/0!	3,014	4,000	75%	-	-	-
8020.40	State Comptroller Costs	106	-	#DIV/0!	342	3,000	11%	-	-	-
8020.41	Supplies	-	-	#DIV/0!	162	200	81%	-	-	-
8020.60	Traffic Enforcement	28,340	36,000	79%	20,835	38,580	54%	-	(280)	280
8020	Municipal Court Costs	32,281	40,150	80%	28,984	52,980	55%	500	(230)	730
	Contingency Reserve	-	108,850	0%		97,528	0%			
	Miscellaneous	-	750	0%	113	-	0%	20	-	20
8900.10	Reconciliation Discrepancies	227	-	0%	-	-	0%	-	-	-
8900	Miscellaneous	227	109,600	0%	113	-	0%	20	-	(20)
Total Gen Fund Expenditures		312,002	448,180	70%	303,295	318,746	95%	29,510	4,824	24,425

Legend

- No Budget Amount
- The combination of the Legal Expenses.
- Recommend for Budget

Treasurer's Report of August 2016

Sept.

Percentage Completed 100.00%

Revenues:	2015-2016			2014-2015			Sep-16	Sep-15	Diff
	YTD	Budget	%	YTD	Budget	%			
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3030 Time Warner Franchise Fee	27,551	20,000	138%	26,057	19,591	133%	-	-	-
3030.10 TWC - PEG Cable Revenue	3,013	-	0%	14,707	-	0%	-	-	-
3040 AquaTexas Franchise	87,738	83,000	106%	78,611	82,590	95%	-	-	-
3050 IESI Franchise Fee	14,036	10,000	140%	9,798	12,274	80%	-	-	-
3060 Telephone Franchise Fee	1,119	1,000	112%	1,676	1,949	86%	-	-	-
3070 QuickSand Franchise Revenue	-	500	0%	500	500	100%	-	-	-
3080 Reimbursement	-	-	0%	-	-	0%	-	-	-
3080.1 Engineering Reimbursement	-	-	0%	115	3,220	4%	-	-	-
3080.2 Legal Reimbursement	-	-	0%	-	5,476	0%	-	-	-
3080.3 Admin Reimbursement	10	-	0%	113	-	0%	-	-	-
3090 Development Revenue	16,422	15,000	109%	27,569	14,935	185%	1,925	810	1,115
3095 Sign Fees	-	-	0%	120	-	0%	25	-	25
4000 Interest Income	4,229	2,400	176%	2,029	800	254%	249	268	(19)
4010 Other Revenue	1,071	100	1071%	693	450	154%	10	-	10
4015 Oak Wilt Containment	-	-	0%	-	-	0%	-	-	-
4020 Municipal Court Revenue	140	1,500	9%	1,587	1,900	84%	-	-	-
4040 Donations Received	5,030	5,000	101%	5,145	-	0%	-	-	-
Total Gen Fund Revenues	447,758	417,300	107%	430,542	441,004	98%	6,873	5,187	1,686

Expenditures:	2015-2016			2014-2015			Jun-16	Jun-15	Diff
	YTD	Budget	%	YTD	Budget	%			
5000.01 Salaries and Wages	107,988	85,500	126%	85,643	81,000	106%	11,074	10,017	1,057
5000.03 City Manager Car Allowance	5,515	-	0%	-	-	0%	696	-	696
5000.05 Elected Official - Pay	700	660	106%	-	-	0%	70	-	70
5000.20 Payroll Tax	9,745	7,300	133%	8,547	8,477	101%	1,008	786	222
5000.40 Retirement	3,579	3,200	112%	3,000	2,378	126%	377	379	(3)
5000.50 Direct Deposit Expense	126	120	105%	130	108	120%	11	12	(1)
5000.51 Employee Stipend	325	-	0%	-	-	0%	100	-	100
5000 Personnel Services	127,978	96,780	132%	97,319	91,963	106%	13,335	11,194	2,141
5500.05 Bank Fees & Charges	33	-	0%	-	-	0%	-	-	-
5500.10 City Hall Maintenance/Repairs	2,646	2,500	106%	614	2,500	25%	100	276	(176)
5500.30 IT & Radio	10,432	5,000	209%	5,638	6,700	84%	4,809	(9)	4,818
5500.40 Newsletter	-	1,500	0%	998	632	158%	-	-	-
5500.50 Office Supplies	3,876	3,500	111%	3,003	3,600	83%	170	(343)	513
5500.60 Postage & Shipping	1,989	1,000	199%	1,172	1,500	78%	311	132	178
5500.61 Printing & Reproduction	4,115	1,500	274%	1,908	2,400	80%	568	91	477
5500.70 Storage Rental	1,110	1,000	111%	908	980	93%	-	-	-
5500 Office Expenses	24,201	16,000	151%	14,241	18,312	78%	5,957	146	5,811
6000.01 Audit Expenses	6,600	6,600	100%	6,600	6,200	106%	-	-	-
6000.10 Codification	1,222	1,900	64%	2,309	6,500	36%	375	495	(120)
6000.11 Contract Labor	7,585	7,000	108%	8,059	7,100	114%	330	468	(138)
6000.15 Engineering	1,850	2,500	74%	4,438	5,100	87%	-	518	(518)
6000.20 Legal Expenses	21,492	30,000	72%	44,741	25,000	179%	1,953	10,782	(8,829)
6000.21 General	16,424	-	-	25,523	-	-	1,953	4,060	(2,107)
6000.22 Legal Reimbursable	-	-	-	1,299	-	-	-	-	-
6000.25 Special Cases	5,068	-	-	17,918	-	-	-	6,722	(6,722)
6000 Professional Services	38,748	48,000	81%	66,146	24,900	266%	2,658	12,262	(9,604)
6500.01 Deer Removal	1,275	10,000	13%	2,175	1,500	145%	150	150	-
6500.15 Mowing	4,600	5,500	84%	5,612	5,000	112%	1,735	40	1,695
6500.20 Oak Wilt Containment	-	2,000	0%	675	2,000	34%	-	-	-
6500.21 Outdoor Beautification	12,462	12,000	104%	15,407	5,500	280%	800	(19,977)	20,777
6500.25 ROW Tree Trimming	1,235	1,500	82%	16,581	18,000	92%	225	-	225
6500.30 Street Maintenance	25,369	25,000	101%	21,485	60,000	36%	-	-	-
6500.31 Street Signs	799	1,000	80%	3,823	1,000	382%	172	-	172
6500.40 Tree Limb Pick-Up	9,675	3,500	276%	3,355	1,700	197%	-	-	-
6500 Area Care/Maintenance	55,415	60,500	92%	69,113	94,700	73%	3,082	(19,787)	22,869
7000.01 Ad Valorem Tax Expense	1,800	2,000	90%	1,746	1,800	97%	390	-	390
7000.02 Building Inspections	8,980	5,500	163%	5,120	2,800	183%	1,530	195	1,335
7000.03 Code Compliance	20	1,500	1%	875	7,300	12%	-	20	(20)
7000.04 Dues & Memberships	1,691	1,250	135%	1,341	1,315	102%	150	146	4
7000.05 Election Expense	2,592	2,400	108%	-	2,314	0%	-	-	-
7000.15 Meeting Expense	1,682	1,500	112%	1,163	2,000	58%	42	(8)	50
7000.20 Public Notices	1,870	1,000	187%	1,012	1,000	101%	334	(22)	356
7000.30 Travel & Vehicle Exp Reimb	619	3,000	21%	3,585	3,000	120%	294	144	150
7000.40 Training & Prof Development	2,114	1,000	211%	908	1,000	91%	345	-	345
7000 Other Operating Expenses	21,369	19,150	112%	15,751	22,529	70%	3,085	475	2,610

Treasurer's Report of August 2016

Sept.

7500.01	City Hall Utilities	2,617	3,000	87%	2,588	3,000	86%	253	119	133
7500.02	Telephone & Internet	2,920	3,000	97%	2,917	3,000	97%	244	243	1
7500.03	Outdoor Utilities	3,732	3,000	124%	3,506	5,000	70%	377	401	(24)
7500	Utilities	9,268	9,000	103%	9,011	11,000	82%	874	763	(110)
7600.01	TML Insurance	2,514	2,750	91%	2,618	2,362	111%	-	-	-
7600	Insurance	2,514	2,750	91%	2,618	2,362	111%	-	-	-
8020.20	MC Judge	3,100	3,400	91%	3,400	4,200	81%	500	250	250
8020.25	Misc. Court Costs	735	1,000	74%	1,231	3,000	41%	-	(200)	200
8020.30	Prosecutor	-	2,400	0%	3,014	4,000	75%	-	-	-
8020.40	State Comptroller Costs	106	1,000	11%	342	3,000	11%	-	-	-
8020.41	Supplies	-	200	0%	162	200	81%	-	-	-
8020.60	Traffic Enforcement	28,340	40,000	71%	20,835	38,580	54%	-	(280)	280
8020	Municipal Court Costs	32,281	48,000	67%	28,984	52,980	55%	500	(230)	730
	Contingency Reserve	-	117,240	0%	-	97,528	0%	-	-	-
	Miscellaneous	-	-	0%	113	-	0%	20	-	20
8900.10	Reconciliation Discrepancies	227	-	0%	-	-	0%	-	-	-
8900	Miscellaneous	227	117,240	0%	113	-	0%	20	-	(20)
Total Gen Fund Expenditures		312,002	417,420	75%	303,295	318,746	95%	29,510	4,824	24,425

Legend

- No Budget Amount
- The combination of the Legal Expenses.
- Recommend for Budget



DARRELL W. AYRES
CONSTABLE, PCT. 3
HAYS COUNTY, TEXAS



Woodcreek Patrol
September 2016

	<u>Total</u>
Hours:	99
Mileage:	696
Traffic Citations:	2
Code Enforcement:	4
Close Patrol:	17
Criminal:	1
Civil:	0
Other:	2
LE Assist:	0
Agency Assist:	0
Public Assist:	3
Warrants:	0
Jailing:	0

- Please note undocumented civil questions, concerns and other instances will not be included in this report.

Constable Ayres

Deputy Brown

**City of Woodcreek City Council Meeting
September 14, 2016: 6:30 p.m.
41 Champions Circle
Woodcreek, Texas 78676**

Minutes

- 1.) **Call to Order:** Mayor Eskelund called the meeting to order at 6:39 p.m.
- 2.) **Invocation**
- 3.) **Pledge**
- 4.) **Roll Call.** Present: Mayor Eric C. Eskelund, Mayor Pro Tem Nancye Britner, Councilmember William Scheel, Councilmember Jerry Moore, Councilmember Gordon Marsh, Councilmember Judy Brizendine, City Manager Brenton Lewis, Director of Public Works Frank Wood, City Treasurer Gene Golembiewski, City Attorney Roger Gordon, Assistant Administrator Linda Land, City Clerk Barbara Grant. **Absent:** None
- 5.) **Public Comments:** There were no public comments.
- 6.) **Citizen Comments:**
 - A. A presentation about the Hays County Bond Referendum on the November 8, 2016 Ballot was given by Commissioner Will Conley and Sheriff Gary Cutler.
 - B. A presentation about a proposed 55 Plus Gated Community in Woodcreek was given by Michael Steinert.

Council Recessed at 7:38 p.m. and Reconvened at 7:49 p.m.

Note: Mayor Eskelund rearranged the order of the agenda items to the following:

- 9.) **Regular Agenda:**
 - A. **Proclamation Declaring September 17-23, 2016 as Constitution Week.** Mayor Eskelund read a proclamation declaring September 17-23, 2016 as Constitution Week. Jacobs Well Chapter DAR representative Cynthia Dawson was in attendance and accepted the proclamation.
 - B. **Proclamation Declaring October 4, 2016 as National Night Out.** Mayor Eskelund read a proclamation declaring October 4, 2016 as National Night Out. Hays County Sheriff's Deputy Stephen Traeger was in attendance and accepted the proclamation.

Mayor Eskelund returned to the regular agenda items as follows:

- 7.) **Report Items:**
 - A. Director of Public Works Wood presented his monthly report.
 - B. City Treasurer Golembiewski reported year-to-date revenues of \$440,910.00 and \$282,267.00 in expenditures.
 - C. City Manager Lewis presented his Monthly Public Report.

8.) Consent Agenda:

- A. Approval of the minutes of the Regular City Council Meeting of August 13, 2016 and Special City Council Meeting of September 7, 2016.**
- B. Approval of Treasurer's Report for August 2016.**

Mayor Pro Tem Britner moved to accept the Consent Agenda in its entirety. The motion was seconded by Councilmember Marsh, which passed with a vote of 5-0-0.

9.) Regular Agenda:

C. Public Hearing

- a. Tax Rate: Consider an Ordinance Authorizing a Proposed Tax Rate of \$0.1305 per \$100 Valuation for 2016.**
- b. Staff Briefing** City Manager Lewis reported that the tax rate is the same
- c. Public Hearing:** Opened at 8:18 p.m. There were no public comments. Hearing Closed at 8:19 p.m. The next hearing will be held on September 22, 2016 at 10:00 a.m.

D. Public Hearing

- a. 2016-2017 Budget:** Proposed Budget for the City of Woodcreek for Fiscal Year 2016-2017 beginning October 1, 2016.
- b. Staff Briefing** City Manager Lewis reported that the proposed budget has a proposed tax rate of \$0.1305 per \$100 valuation, which equates to \$130.50 per \$100,000.00 valuation. The \$0.1305 is the current tax rate.
- c. Public Hearing:** Opened at 8:19 p.m. There were no public comments. Hearing Closed at 8:20 p.m. The next hearing will be held on September 22, 2016 at 10:00 a.m.

E. Discuss and Consider Proposed Budget for Fiscal Year 2016-2017. After discussion of the proposed budget for Fiscal Year 2016-2017, no action was taken.

F. Appoint a City Elected Official as Representative to CAPCOG. After discussion, Councilmember Marsh moved to appoint Mayor Eskelund as City of Woodcreek Representative and Mayor Pro Tem Britner as Alternate, to the Capital Area Council of Governments. The motion was seconded by Councilmember Moore, which passed with a vote of 5-0-0.

G. Discussion and Possible Action to Consider Amending 156.060 Parking of the Zoning Ordinance as it Relates to Parking. After discussion, action to consider amending 156.060 Parking of the Zoning Ordinance as it relates to parking, was tabled, pending research and a report from City Manager Lewis.

H. Discussion and Possible Action on Amending the City of Woodcreek Code of Ordinances Chapter 156.026 as it Relates to Lighting. After discussion, action to consider amending the city of Woodcreek Code of Ordinances Chapter 156.026 as it relates to lighting, no action was taken.

I. Consider an Ordinance to Amend the 2015-2016 Budget. Consideration of an ordinance amending the 2015-2016 Budget was postponed to the September 22, 2016 Special Council Meeting.

J. Consider Authorizing Staff to Enter Into an Agreement With Belt Harris Pechacek, LLLP for Preparing the Audit of Financial Statements for Fiscal Years 2015-2016, and 2016-2017, 2017-2018. After discussion, Councilmember Moore moved to authorize staff to enter into agreement with Belt Harris Pechacek, LLLP for audit services for Fiscal Years 2015-2016, and 2016-2017 and 2017-2018. The motion was seconded by Councilmember Marsh, which passed with a vote of 5-0-0.

10.) **Adjourn:** There being no further business; Mayor Eskelund adjourned the meeting at 8:55 p.m.

Eric C. Eskelund, Mayor

Brenton B. Lewis, City Manager

**City of Woodcreek Special City Council Meeting
September 22, 2016; 10:00 a.m.
41 Champions Circle
Woodcreek, Texas 78676**

Minutes

- 1.) **Call to Order:** Mayor Eskelund called the meeting to order at 10:00 a.m.

- 2.) **Roll Call. Present:** Mayor Eric C. Eskelund, Mayor Pro Tem Nancye Britner, Councilmember Bill Scheel, Councilmember Gordon Marsh, Councilmember Jerry Moore, Councilmember Judy Brizendine, City Manager Brenton B. Lewis, Assistant Administrator Linda Land, City Clerk Barbara Grant. **Absent:** None

- 3.) **Discussion and Action Items:**
 - A. **CONSIDER AN ORDINANCE TO AMEND THE 2015-2016 BUDGET.** After discussion, Councilmember Moore moved to approve an ordinance to amend the 2015-2016 Budget. The motion was seconded by Councilmember Marsh, which passed with a vote of 5-0-0.

 - B. **DISCUSSION AND ACTION TO CONSIDER AN ORDINANCE OF THE CITY OF WOODCREEK, TEXAS, MAKING APPROPRIATIONS FOR THE SUPPORT OF CITY SERVICES FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2016, AND ENDING SEPTEMBER 30, 2017; AND ADOPTING THE ANNUAL BUDGET OF THE CITY OF WOODCREEK, TEXAS, FOR THE 2016-2017 FISCAL YEAR.** After discussion, Councilmember Moore moved approve an ordinance of the City of Woodcreek, Texas, deleting TBD, making appropriations for the support of City Services for the Fiscal Year beginning October 1, 2016, and ending September 30, 2017; and adopting the annual budget of the City of Woodcreek, Texas, for the 2016-2017 Fiscal Year. The motion was seconded by Councilmember Marsh, which passed with a vote of 5-0-0.

 - C. **DISCUSSION AND ACTION TO CONSIDER AN ORDINANCE OF THE CITY OF WOODCREEK, TEXAS, LEVYING AD VALOREM TAXES FOR USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT FOR THE CITY OF WOODCREEK, TEXAS, AS MAY BE NECESSARY TO PROMOTE THE GENERAL HEALTH, SAFETY AND WELFARE FOR THE 2016–2017 FISCAL YEAR, PROVIDING FOR APPORTIONING EACH LEVY FOR SPECIFIC PURPOSES; AND PROVIDING WHEN TAXES SHALL BECOME DUE AND WHEN SAME SHALL BECOME DELINQUENT IF NOT PAID.** After discussion, Councilmember Scheel moved to approve an ordinance of the City of Woodcreek, Texas, levying ad valorem taxes for use and support of the municipal government for the City of Woodcreek, Texas, as may be necessary to promote the General Health, Safety and Welfare for the 2016-2017 Fiscal

Year, providing for apportioning each levy for specific purposes, and same shall become delinquent if not paid. The motion was seconded by Councilmember Brizendine, which passed with a vote of 5-0-0, recorded as follows: Mayor Pro Tem Britner (Aye), Councilmember Scheel (Aye), Councilmember Moore (Aye), Councilmember Marsh (Aye), and Councilmember Brizendine (Aye).

D. DISCUSSION AND ACTION TO CONSIDER A RESOLUTION RATIFYING THE RECENTLY ADOPTED BUDGET THAT CONTAINS A PROPERTY TAX RATE THAT RAISES MORE TOTAL PROPERTY TAXES THAN THE PREVIOUS YEAR. After discussion, Councilmember Marsh moved to approve a Resolution ratifying the recently adopted budget that raises more total property taxes than the previous year. The motion was seconded by Councilmember Moore, which passed with a vote of 5-0-0.

E. CONSIDER AN ORDINANCE AMENDING THE CITY OF WOODCREEK CODE OF ORDINANCES AT TITLE XV (“LAND USAGE”), CHAPTER 156 (“ZONING”), SECTION 156.058 (“FENCES”) AS IT RELATES TO MULTIFAMILY DISTRICTS (MF-1, MF-1A, AND M-2) ADJACENT AND CONTIGUOUS TO SINGLE-FAMILY DISTRICTS (SF-1 THROUGH SF-6), PERIMETER FENCES ALONG SHARED DISTRICT BOUNDARIES MAY NOT EXCEED EIGHT FEET HEIGHT FROM GRADE. (RECOMMENDATION FROM PLANNING AND ZONING). After discussion, Councilmember Britner moved to approve an Ordinance amending the City of Woodcreek Code of Ordinances at Title XV (“Land Usage”), Chapter 156 (“Zoning”), Section 156.058 (“Fences”) as it relates to Multifamily Districts (MF-1, MF-1A, and M-2) adjacent and contiguous to Single Family Districts (SF-1 through SF-6), perimeter fences along shared district boundaries not to exceed eight feet in height from grade. The motion was seconded by Councilmember Moore, which passed with a vote of 5-0-0.

4.) Adjourn: Mayor Eskelund adjourned the meeting at 10:24 a.m.

Eric C. Eskelund, Mayor

Brenton B. Lewis, City Manager



RESOLUTION NO. 14-070901

**A RESOLUTION OF THE CITY OF WOODCREEK, TEXAS,
UPDATING THE CITY INVESTMENT POLICY AND STRATEGY,**

WHEREAS, Chapter 2256 of the Government Code, commonly known as the “Public Funds Investment Act,” requires the city to adopt an investment policy by rule, order, ordinance, or resolution; and

WHEREAS, the Public Funds Investment Act requires the treasurer; the chief financial officer, if not the treasurer; and the investment officer of the city to attend investment training; and

WHEREAS, the City of Woodcreek approves of the investment training course sponsored by the Texas Municipal League; and

WHEREAS, the treasurer; the chief financial officer, if not the treasurer; and the investment officer of the city have attended an investment training course sponsored by the Texas Municipal League, or equivalent, as required by the Public Funds Investment Act; and

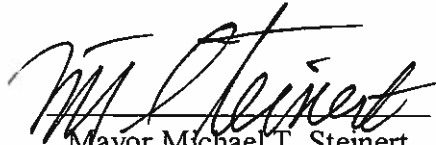
WHEREAS, the City wishes to provide the investment officer sufficient options and discretion to improve the yield of its unobligated funds; and

WHEREAS, the attached investment policy and incorporated strategy comply with the Public Funds Investment Act, as amended, and authorize the investment of city funds in safe and prudent investments.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Woodcreek: That the City of Woodcreek has complied with the requirements of the Public Funds Investment Act, and the Investment Policy and Strategy, as amended, attached hereto as “Exhibit A,” is hereby incorporated as the investment policy of the city effective July 9th, 2014.


PASSED AND APPROVED this the 9th day of July, 2014, by a vote of 4 (ayes) to 0 (nays) to 0 (abstentions) of the City Council of Woodcreek, Texas.

CITY OF WOODCREEK, TEXAS



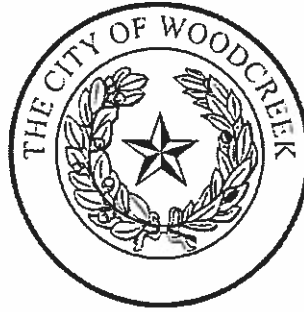
Mayor Michael T. Steinert

ATTEST:



John W. Sone, City Manager

APPROVED AS TO FORM:
Bojorquez Law Firm, PC



INVESTMENT POLICY AND STRATEGY

1.0 POLICY

It is City policy that after allowing for the anticipated cash flow requirements and giving due consideration to the safety and risk of investment, all available funds shall be invested in conformance with these legal and administrative guidelines and to the maximum extent possible, at the highest rates obtainable at the time of investment.

1.1 Investments shall be made with the primary objective of:

- Safety and preservation of principal
- Portfolio diversification
- Maintenance of sufficient liquidity to meet operating needs
- Maximization of yield on the portfolio
- Public trust from prudent investment activities

2.0 PURPOSE

The purpose of this Investment Policy is to comply with Chapter 2256 of the Government Code ("Public Funds Investment Act"), which requires each entity to adopt a written Investment Policy regarding the investment of its funds and funds under its control. The Investment Policy addresses the methods, procedures and practices that must be exercised to ensure effective and judicious fiscal management of the City's funds.

3.0 SCOPE

This Investment Policy applies to all of the City's financial assets. These funds are accounted for in the Comprehensive Annual Financial Report and include:

3.1 FUNDS

- General Fund
- Hotel-Motel Occupancy Tax Fund
- Capital Project Fund (not established)

3.2 DELEGATION OF AUTHORITY

The City designates that the chief administrative officer will serve as the Investment Officer and will perform any duties of the office required by the general laws of the State of Texas.

4.0 PRUDENCE

The standard of prudence to be applied by the Investment Officer and the City Council shall be the "prudent investor" rule. This rule states that "investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence,

discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived." In determining whether an officer has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration:

The investment of all funds, or funds under the City's control, over which the City Council had responsibility rather than a consideration as to the prudence of a single investment. Prudence will also require that the investment decision was consistent with the written approved Investment Policy of the City.

4.1 Indemnification

The Investment Officer, acting in accordance with written procedures and exercising due diligence, shall not be held personally liable for a specific investment's credit risk or market price changes, provided that these deviations are reported immediately and the appropriate action is taken to control adverse developments.

5.0 OBJECTIVES

The primary objectives, in order of priority, of the City's investment activities shall be:

5.1 Safety

Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. Diversification is required in order to minimize market risk in any particular sector or security.

5.2 Liquidity

The investment portfolio will remain sufficiently liquid to enable the City to meet all operating requirements, which might be reasonably anticipated. This is accomplished by structuring the portfolio so that investments mature concurrent with cash needs to meet anticipated demands. Because all possible cash demands cannot be anticipated, a portion of the portfolio will be invested in shares of money market mutual funds or local government investment pools that offer same-day liquidity. In addition, securities with active secondary or resale markets will be utilized.

5.3 Yield

The investment portfolio shall be designed with the objective of attaining a reasonable market yield throughout budgetary and economic cycles, commensurate with the City's investment risk constraints and cash flow characteristics.

6.0 INVESTMENT DECISIONS

Prior to the maturation of any investment instruments, the Investment Officer will advise the City Council of comparable local investment market rates and/or opportunities. The City Council will then make investment decisions regarding the reinvestment of funds. No investment transaction will be made except as provided under the terms of this Investment Policy.

6.1 Training

The City's Investment Officer will attend training as required by the Public Fund Investment Act.

- 6.1.1 Attend one ten-hour training session as defined by the Act from providers approved by the Council within 12 months of taking office or assuming duties and
- 6.1.2 Attend ten hours of investment training within every succeeding period of two fiscal years.
- 6.1.3 Attend training in alternate years to ensure that each year the investment officer is introduced to any revisions to the law.

7.0 ETHICS AND CONFLICTS OF INTEREST

Investment officers and employees involved in the investment process shall refrain from personal or business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Investment Officers shall disclose any material interest in financial institutions with which they conduct business. Investment officers shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the City.

8.0 AUTHORIZED BROKER/DEALERS

Prior to any investment or transaction on behalf of the City, brokers/dealers are required to provide the City policy certification and must submit required written documents and annual audited financial statements to the City and be in good standing with the Financial Industry Regulatory Authority (FINRA). Representatives of the brokers/dealers shall be registered with the State of Texas Securities Board and the firm must have membership in the Securities Investor Protections Corporation (SIPC).

- 8.1 The City shall present a written copy of the Investment Policy to any broker/bank/pool offering to engage in an investment transaction with City. The representative of the business offering to do business with the City will execute a written document acknowledging receipt of the City's Investment Policy which states the firm's efforts to implement reasonable procedures to comply with the intent of the Policy.

9.0 AUTHORIZED INVESTMENTS

From those investments authorized by law, the Board of City Council authorizes investments of City funds in only the following investment types, consistent with the strategies and maturities defined in this policy.

- 9.1 Obligations of the U.S agencies and instrumentalities with a stated maturity not to exceed two (2) years and excluding mortgage backed securities.
- 9.2 Depository Certificates of Deposits with banks in Texas, fully FDIC insured or collateralized in accordance with this policy not to exceed two (2) years to maturity.
- 9.3 Fully collateralized repurchase agreements permitted by State Government Code 2256.011 with a maximum maturity of one hundred twenty (120) days; flexible repurchase agreements may extend to match bond schedules.

9.4 A1/P1 Commercial paper rated by two (2) nationally recognized rating organizations not to exceed ninety (90) days to maturity.

9.5 AAA rated money market mutual funds.

9.6 AAA rated, constant dollar local government investment pools.

9.7 Obligations of any US state or subdivision rated A with a maximum maturity of two (2) years.

9.8 Securities shall be purchased using the Delivery Versus Payment (DVP) method with the exception of investment pools and mutual funds.

10.0 SAFEKEEPING AND CUSTODY

All securities owned by the City shall be held by its safekeeping agent and settled DVP. The collateral for all banks will be custodied in the City's name in an independent bank or the Federal Reserve Bank. Original safekeeping receipts shall be obtained from the Custodian.

11.0 COLLATERALIZATION

Consistent with the requirement of the Public Funds Collateral Act, it is the policy of the City to require all banks or savings bank deposits to be federally insured (FDIC) or to be collateralized with eligible securities. To the extent not insured by federal agencies all City bank deposits shall be collateralized 102% by eligible securities. Only securities prescribed as eligible investments under the Texas Public Funds Collateral Act qualify as collateral. Pledged securities must maintain a market value equal to at least 102% of total uninsured deposits.

12.0 INVESTMENT STRATEGY

The City may commingle its funds in one portfolio for investment purposes, recognizing the unique needs of the individual fund types below.

12.1 General Fund

Operating funds have as their primary objective safety, investment liquidity, and maturity sufficient to meet anticipated cash flow requirements.

12.2 Special Revenue Fund

The Hotel-Motel Occupancy Tax Fund has as its primary objectives safety and investment liquidity.

12.3 Capital Project Funds

Capital projects funds have as their objective sufficient investment liquidity to meet capital project obligations in a timely manner. If the City has funds from bond proceeds they shall be invested in accordance with provisions of this policy and the bond documents may not exceed planned expenditure schedules for the bond proceeds.

13.0 DIVERSITY

The investment portfolio shall be diversified in terms of investment instruments, maturity scheduling and financial institutions to reduce risk of loss resulting from over concentration of assets in a specific class of investments, specific maturity or specific issuer.