

City of Woodcreek City Council Meeting
July 8, 2015; 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 July 8, 2015, 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. Report from the Executive Director, Camp Young Judea (Mr. Frank Silberlicht)
 - B. DPW Monthly Report of Significant Events (Director Frank Wood)
 - C. Treasurer's Report for June 2015 (City Treasurer Golembiewski)
 - D. City Manager Monthly Report of Significant Events (City Manager Sone)
 - E. Report of Planning and Zoning Commission on Non-Conforming Structure Amortization (P&Z Chairperson Greene)

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 filled out and submitted to the City Manager.
 - A. Approval of the minutes of the Regular Woodcreek City Council meeting of June 10, 2015
 - B. Approval of the minutes of the Special Woodcreek City Council meeting of June 16, 2015
 - C. Approval of Treasurer's Report for June 2015
 - D. April-June 2015 Investment Report

9. **Regular Agenda**
 - A. Discussion and possible action to accept a donation from Camp Young Judea, Inc., as a payment in lieu of taxes. (Mayor Steinert)

- B. City staff report, discussion and possible action to direct the final draft of a Transportation Improvement Plan (City Manager Sone)
- C. Discussion and possible action to award a contract for the construction of a Bocce Ball Court with adjacent picnic tables at the August Park Project (City Manager Sone)
- D. Discussion and possible action to suspend enforcement of the fifteen-year amortization period terminating non-conforming structure uses under the Zoning Ordinance for one year. (Mayor Pro Tem Britner)
- E. Discussion and possible action to enact a Right-of-Way Parking Ordinance. (Mayor Pro Tem Britner)
- F. Discussion and possible action leading to construction of public parking spaces at Armed Forces Memorial Plaza. (Mayor Steinert)

10. Adjourn

The City Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices,) and 551.086 (Economic Development).

I certify that the above notice was posted on the 3rd of July, 2015, at 2:45 p.m. By:



John W. Sone, City Manager

**City of Woodcreek
Treasurer's Report of July 2015**

							Percentage Completed 0.75%			
	Revenues:	2014-2015			2013-2014			Jun-15	Jun-14	Diff
		YTD	BA #1	%	YTD	Budget	%			
3000	Ad Valorem Tax	190,876	190,000	100%	184,772	189,228	98%	1,840	1,958	(118)
3005	State Sales Tax	25,996	50,000	52%	70,248	76,895	91%	2,764	25,028	(22,264)
3010	Mixed Beverage Tax	425	400	106%	385	496	78%	-	-	-
3020	PEC Franchise Fee	24,637	31,000	79%	24,664	30,700	80%	-	-	-
3030	Time Warner Franchise Fee	19,412	20,000	97%	18,308	19,591	93%	-	-	-
3030.10	TWC - PEG Cable Revenue	1,258	-	0%	3,662	-	0%	-	-	-
3040	AquaTexas Franchise	74,987	82,000	91%	74,056	82,590	90%	-	-	-
3050	IESI Franchise Fee	9,746	9,500	103%	9,225	12,274	75%	-	-	-
3060	Telephone Franchise Fee	1,000	1,500	67%	1,453	1,949	75%	-	-	-
3070	QuickSand Franchise Revenue	-	500	0%	-	500	0%	-	-	-
3080	Reimbursement	-	-	0%	-	-	-	-	-	-
3080.1	Engineering Reimbursement	115	-	0%	3,220	3,220	-	-	-	-
3080.2	Legal Reimbursement	-	-	0%	5,476	5,476	-	-	-	-
3080.3	Admin Reimbursement	-	-	0%	870	-	-	-	-	-
3090	Development Revenue	25,318	8,000	316%	13,390	14,935	90%	1,913	1,690	223
3095	Sign Fees	120	-	0%	270	-	-	-	-	-
4000	Interest Income	1,236	1,500	82%	452	800	57%	174	51	122
4010	Other Revenue	40	1,000	4%	417	450	93%	-	100	(100)
4015	Oak Wilt Containment	3,200	-	0%	-	-	-	-	-	-
4020	Municipal Court Revenue	1,326	1,000	133%	1,826	1,900	96%	-	-	-
4040	Donations Received	2,645	-	0%	-	-	-	-	-	-
	Total Gen Fund Revenues	382,336	396,400	96%	412,692	441,004	94%	6,690	28,827	(22,137)
							Percentage Completed 0.75%			
	Expenditures:	2014-2015			2013-2014			Jun-15	Jun-14	Diff
		YTD	BA #1	%	YTD	Budget	%			
5000.01	Salaries and Wages	61,545	83,000	74%	59,410	81,000	73%	6,583	6,874	(292)
5000.20	Payroll Tax	6,361	7,200	88%	6,319	8,477	75%	1,019	563	456
5000.40	Retirement	2,072	2,400	86%	1,339	2,378	56%	270	175	95
5000.50	Direct Deposit Expense	99	120	82%	82	108	76%	12	10	2
5000	Personnel Services	70,077	92,720	76%	67,149	91,963	73%	7,883	7,621	260
5500.10	City Hall Maintenance/Repairs	-	3,500	0%	2,062	2,500	82%	-	-	-
5500.30	IT & Radio	48	5,000	1%	3,926	6,700	59%	-	150	(150)
5500.40	Newsletter	-	1,100	0%	417	632	66%	-	-	-
5500.50	Office Supplies	2,975	3,500	85%	2,376	3,600	66%	758	(219)	977
5500.60	Postage & Shipping	1,024	1,500	68%	769	1,500	51%	28	105	(77)
5500.61	Printing & Reproduction	1,511	2,500	60%	1,972	2,400	82%	138	113	25
5500.70	Storage Rental	908	1,000	91%	980	980	100%	-	-	-
5500	Office Expenses	6,466	18,100	36%	12,501	18,312	68%	924	149	6
6000.01	Audit Expenses	-	6,500	0%	6,200	6,200	100%	-	-	-
6000.10	Codification	614	1,300	47%	6,326	6,500	97%	-	-	-
6000.11	Contract Labor	5,827	7,000	83%	4,693	7,100	66%	483	1,023	540
6000.15	Engineering	2,364	2,500	95%	4,740	5,100	93%	-	-	-
6000.20	Legal Expenses	27,887	25,000	112%	18,138	25,000	73%	6,024	1,855	(4,169)
6000.21	General	20,204	-	-	11,389	-	-	2,888	1,575	(1,313)
6000.22	Legal Reimbursable	-	-	-	760	-	-	-	-	-
6000.25	Special Cases	7,684	-	-	5,989	-	-	3,136	280	(2,856)
6000	Professional Services	36,692	42,300	87%	40,097	49,900	80%	6,506	2,878	(7,797)
6500.01	Deer Removal	1,425	1,500	95%	750	1,500	50%	150	-	(150)
6500.15	Mowing	4,205	4,800	88%	2,942	5,000	59%	1,225	185	(1,040)
6500.20	Oak Wilt Containment	675	4,000	17%	225	2,000	11%	-	-	-
6500.21	Outdoor Beautification	12,332	12,000	103%	2,780	5,500	51%	400	400	-
6500.25	ROW Tree Trimming	1,701	3,500	49%	1,875	18,000	10%	75	-	(75)
6500.30	Street Maintenance	21,395	137,110	16%	42,048	60,000	70%	-	-	-
6500.31	Street Signs	3,594	3,900	92%	339	1,000	34%	-	-	-
6500.40	Tree Limb Pick-Up	3,355	3,355	100%	1,679	1,700	99%	-	-	-
6500	Area Care/Maintenance	48,682	170,165	29%	52,637	94,700	56%	1,850	585	(1,265)
7000.01	Ad Valorem Tax Expense	1,406	2,000	70%	1,333	1,800	74%	161	-	(161)
7000.02	Building Inspections	4,120	3,000	137%	1,395	2,800	50%	405	65	(340)
7000.03	Code Compliance	809	7,300	11%	6,828	7,300	94%	-	6,400	6,400
7000.04	Dues & Memberships	954	1,250	76%	1,215	1,315	92%	-	-	-
7000.05	Election Expense	-	-	0%	2,322	2,314	100%	-	-	-
7000.15	Meeting Expense	1,038	2,000	52%	1,338	2,000	67%	18	110	91
7000.20	Public Notices	913	1,000	91%	712	1,000	71%	232	173	(59)
7000.30	Travel & Vehicle Exp Reimb	2,921	3,000	97%	2,044	3,000	68%	260	295	35
7000.40	Training & Prof Development	873	1,000	87%	630	1,000	63%	-	-	-
7000	Other Operating Expenses	13,033	20,550	63%	17,817	22,529	79%	1,076	7,042	5,966
7500.01	City Hall Utilities	2,004	3,000	67%	1,934	3,000	64%	80	89	9
7500.02	Telephone & Internet	2,188	3,000	73%	2,138	3,000	71%	243	237	(6)
7500.03	Outdoor Utilities	2,418	4,000	60%	2,986	5,000	60%	113	113	0
7500	Utilities	6,610	10,000	66%	7,058	11,000	64%	436	440	3
7600.01	TML Insurance	2,618	2,618	100%	2,362	2,362	100%	-	-	-

**City of Woodcreek
Treasurer's Report of July 2015**

7600	Insurance	2,618	2,618	100%	2,362	2,362	100%	-	-	-
8020.20	MC Judge	600	3,400	18%	2,800	4,200	67%	250	700	450
8020.25	Misc. Court Costs	1,422	1,500	95%	675	3,000	22%	-	300	300
8020.30	Prosecutor	2,112	2,500	84%	1,415	4,000	35%	-	-	-
8020.40	State Comptroller Costs	244	1,000	24%	650	3,000	22%	-	-	-
8020.41	Supplies	162	200	81%	104	200	52%	-	-	-
8020.60	Traffic Enforcement	14,170	28,340	50%	21,261	38,580	55%	7,085	-	(7,085)
8020	Municipal Court Costs	18,710	36,940	51%	26,904	52,980	51%	7,335	1,000	(6,336)
	Contingency Reserve	-	3,127	0%		97,528	0%			-
	Miscellaneous	-	-	0%	22	-	0%	27	40	13
8900.10	Reconciliation Discrepancies	95	-	0%	(1)	-	0%	-	-	-
8900	Miscellaneous	95	3,127	3%	21	-	0%	27	40	13
	Total Gen Fund Expenditures	202,982	396,520	51%	226,547	343,746	66%	26,038	19,754	(9,149)

Legend

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



Memorandum

To: Mayor and Council
From: John Sone, City Manager
Date: July 8, 2015
Subject: City Manager's Report

1. Planning & Development.

a. The City staff became aware that both of the four-plex structures at 19 Deerfield Drive have been conveyed as condominiums for several decades. There does not appear to be an entity responsible for maintenance of the common areas. Counsel is reviewing to see whether such use conforms to the 4PLX zoning designation, and whether or not a conditional use permit might be required.

b. The P&Z Commission met July 6th, and set an objective to review the fifteen-year amortization period for non-conforming structures and report to Council by its September meeting.

c. Enrique Ospina and Liliana De Lima filed an application to combine Lots 11 and 12, Oak Orchard Enclave. The City staff proposes to manage this application administratively.

d. The Site Development Plan for the Villas at Cypress Creek will expire in eight months. If the approved development is not going to occur, re-zoning will be required.

2. Public Safety. The Constable's Report for June is attached. On Monday, a citizen complained about the unauthorized discharge of fireworks at Camp Young Judea.

3. Utilities/Franchises. A subcontractor of Aqua Texas excavated Augusta Drive without a permit this week.

4. Tree-Trimming. Austex Tree Services conducted a site visit for its canopy and ROW clearance tree-trimming. The project is expected to begin July 15th and run through the 22nd.

5. Legal. The City's motion for summary judgement was accepted by the 428th District Court in the case of *Kinkel vs. Board of Adjustment*. The Code of Ordinances is up to date online as of July 1st. A citizen has requested to speak to Council in its next meeting regarding the 15 foot setback from the golf course.

6. Emergency Management.

a. Regional Notification System. CAPCOG Homeland Security is scheduling the City for training this month in the use of the RNS.

b. Hazard Mitigation. The City obtained the Emergency Action Plan for Hogg Creek Dam. Staff attended a County-wide planning session for hazard mitigation grants that will follow in the wake of the disaster. The County EMC confirmed that sirens are a county-wide concern, and that a coordinated approach would be taken to request funding for them.

7. Code Enforcement. Notices of violation have been or will be issued for trimming trees without a permit (2), rubbish (3), junked vehicles (2), and high grass (6).

8. Calendar. July 13, 2015-2016 Budget Workshop I; July 25, 2015: First Day to File for a Place on the Ballot; August 10, 2015: 2015-2016 Budget Workshop II.



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



Woodcreek Patrol

RECEIVED

JUL 01 2015

CITY OF WOODCREEK

	<u>Total</u>
Hours:	112
Mileage:	865
Traffic Contacts:	18
Code Enforcement Contacts:	3
Code Violation Citations:	0
Close Patrol:	84
Criminal:	2
Civil:	1
Other:	0
Agency Assist:	5
Public Assist:	7
Warrants:	0
Jailing:	0

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

Constable Ayres *Darrell W. Ayres* Deputy Helm *[Signature]*

**City of Woodcreek City Council Meeting
June 10, 2015; 6:30 p.m.
41 Champions Circle
Woodcreek, Texas 78676**

Minutes

- 1.) **Call to Order:** Mayor Steinert called the meeting to order at 6:30 p.m.
- 2.) **Invocation**
- 3.) **Pledge**
- 4.) **Roll Call.** Present: Mayor Michael T. Steinert, Mayor Pro Tem Nancye Britner, Councilmember Kathy Maldonado, Councilmember William Scheel, Councilmember Gordon Marsh, Councilmember Jerry Moore, City Treasurer Gene Golembiewski, City Manager John Sone, Director of Public Works Frank Wood, City Financial Coordinator Liane Parks. **Absent:** None
- 5.) **Public Comments:** Marianne Mitchell said her complaints to the City are not being addressed, Most recently she said was unhappy about her house number, which she placed between rocks in the right-of-way, being removed by a City staff.
- 6.) **Citizen Communications:** There were no citizen communications.
- 7.) **Report Items:**
 - A. A report from Camp Young Judea Executive Director Frank Silberlicht was tabled.
 - B. Director of Public Works Wood said that since Hays County is overwhelmed with storm damage repairs, he anticipates a delay in their repair of potholes in Woodcreek. He stated that the City's procurement policy requiring requests for bids for purchases over \$750.00 made the bid solicitation process extremely tedious. Councilmember Marsh asked whether local contractors were available. Director replied that he thought not. Mayor Steinert asked whether the City could hire laborers and purchase materials to make temporary repairs. Councilmember Marsh suggested that the City test this idea. Mayor Steinert stated that the City Manager had the authority to conduct this test, and that the City would proceed with it.
 - C. City Treasurer Golembiewski reported year-to-date revenue of \$373,152.00 and \$171,387.00 in expenses.
 - D. City Manager Sone presented a written report of significant events since the last meeting.
- 8.) **Consent Agenda**
 - A. Approval of the Regular Woodcreek City Council Meeting of May 13, 2015
 - B. Approval of the Treasurer's Report for May 2015

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

9.) Public Hearing and Action on Application for Replat:

- A. Staff Report: On November 19, 2014, application was made by Charles and Janet Butler, 8 Par Circle, to replat Lots 79 and 80 of Woodcreek Section 6-B, and the western half of Lot 81, with vacation of all three lots an reversion of the eastern half of Lot 81 to metes and bounds description; additionally to be joined as an un-platted .12 acres out of the Ransom Weed Survey Abstract No. 63, being the eastern portion of a called .40 acre tract recorded in Volume 756, Page 461, Real Property Records of Hays County Texas. The Planning and Zoning Commission unanimously recommended approval of this replat. The City staff recommended approval of this replat.
- B. Public Hearing commenced at 7:14 p.m. There were no public comments. Hearing closed at 7:14 p.m.
- C. After discussion, Councilmember Marsh moved to approve the replat. The motion was seconded by Councilmember Moore, which passed with a vote of 5-0-0.

10.) Regular Agenda

- A. After discussion, Mayor Pro Tem Britner moved to waive the fee for a community service signs for Wimberley Adoption Group and Rescue at 15570 Ranch Road 12. The motion was seconded by Councilmember Moore, which passed with a vote of 5-0-0.
- B. After discussion on the proposal of payment in lieu of taxes from Camp Young Judea, no action was taken.
- C. After discussion, the initiation of a Capitol Improvements Fund was tabled.
- D. After Discussion, Councilmember Maldonado moved to appoint Larry Alford and Bill Kammerer as Alternate Planning and Zoning Commissioners. The motion was seconded by Mayor Pro Tem Britner, which passed with a vote of 5-0-0.
- E. After discussion, Councilmember Maldonado moved to accept a bid for Right-Of-Way Tree-Trimming and Canopy Clearance from Austex Tree Service. The motion was seconded by Councilmember Marsh, which passed with a vote of 5-0-0.
- F. Councilmember Scheel stated that the quality of City streets was bad. Mayor Steinert explained that the City's Roads and Streets Committee was ready to issue its report to the City Council. Councilmember Scheel stated that while he understood the value of a strategic plan, he wanted to know what potholes were going to be repaired tomorrow or next week. The Council agreed on a Special Meeting to receive the report on Tuesday, June 16, 2015 beginning at 1:30 p.m.
- G. Mayor Steinert said he would like a hard date of having draft copy of council meeting minutes within one week of a Council meeting. Mayor Pro Tem Britner and Councilmember Moore concurred. City Clerk Grant stated that she would try to make it work. City Manager Sone stated that sometimes that date would not be achievable.
- H. Mayor Steinert discussed his concerns about the integrity of the Woodcreek Drive Cypress Creek Crossing. He reported that divers had described the submerged portion of the crossing as "seriously undercut" and "more or less cantilevered". He said the owner of the bridge had agreed to have it inspected. He stated that he had been told by the Fire Department and EMS that they don't use the low water crossing.
- I. Mayor Steinert discussed the new assignments of council responsibilities given to each councilmember.

- J. After discussion, a date of Monday, July 13, 2015 at 10:00 a.m. was selected for a 2015-2016 Budget development meeting.
- K. Mayor Steinert said he was pleased with the effectiveness of the speed detecting radar sign. He and the council discussed areas of the City where the sign may be most needed.

11.) Adjourn: There being no further business, Mayor Steinert adjourned the meeting at 7:50 p.m.

Michael T. Steinert, Mayor

John W. Sone, City Manager

**City of Woodcreek Special City Council Meeting
June 16, 2015; 1:30 p.m.
41 Champions Circle
Woodcreek, Texas 78676**

Minutes

- 1.) **Call to Order:** Mayor Steinert called the meeting to order at 1:30 p.m.
- 2.) **Roll Call.** Present: Mayor Michael T. Steinert, Mayor Pro Tem Nancy Britner, Councilmember Kathy Maldonado, Councilmember Jerry Moore, Councilmember William Scheel, Councilmember Gordon Marsh, City Manager John Sone, Woodcreek Engineer Rick Coneway.
Absent: Director of Public Works Frank Wood, City Treasurer Gene Golembiewski
- 3.) **Discussion and Action Items:**
 - A. Roads and Streets Committee Chairman John Epley, Co-Chairman Lydia Johns, Member Judy Brizendine and Member Harold Mullins presented the results of their review of the City streets and roads and recommendations for a 10 year plan for reconstruction or resurfacing all 9.1 miles of roads within the City of Woodcreek.
 - B. After discussion, Mayor Pro Tem Britner moved to accept the report of the Roads and Streets Committee as presented. The motion was seconded by Councilmember Maldonado, which passed with a vote of 5-0-0.
- 4.) **Adjourn:** There being no further business, Mayor Steinert adjourned the meeting at 2:33 p.m.

Michael T. Steinert, Mayor

John W. Sone, City Manager

City of Woodcreek
Transaction List by Date
June 2015

07/07/15

Type	Date	Num	Name	Memo	Account	Split	Debit	Credit
Jun 15								
Paycheck	06/01/2015	Dir Dep	Barbara J Grant	Direct Deposit	1000 Operating -	-SPLIT-	0.00	
Paycheck	06/01/2015	Dir Dep	John W Sone	Direct Deposit	1000 Operating -	-SPLIT-	0.00	
Liability Check	06/01/2015		QuickBooks Payroll Service	Created by Payroll Service on 05/28/2015	1000 Operating -	-SPLIT-		2,584.53
Paycheck	06/01/2015	Dir Dep	Linda L Land	Direct Deposit	1000 Operating -	-SPLIT-	0.00	
Check	06/01/2015	Debit	USPS		1000 Operating -	5500.60 Postage & Ship...		12.98
Check	06/01/2015	9830	Mike Steinert	Reimbursement	1000 Operating -	5500.50 Office Supplies		16.85
Liability Check	06/02/2015		QuickBooks Payroll Service	Created by Payroll Service on 06/01/2015	1000 Operating -	-SPLIT-		351.78
Deposit	06/03/2015			Ad Valorem	1000 Operating -	3000 Ad Valorem Tax R...	1,839.85	
Deposit	06/03/2015			Deposit	1000 Operating -	-SPLIT-	350.00	
Check	06/08/2015	ACH	Broadway Bank		1000 Operating -	8900 Miscellaneous		3.14
Check	06/08/2015	Debit	Staples, Inc.	4020493633	1000 Operating -	5500.50 Office Supplies		35.99
Deposit	06/09/2015			State Sales Tax Rev	1000 Operating -	3005 State Sales Tax Re...	2,783.81	
Check	06/09/2015	Debit	Staples, Inc.	4020493633	1000 Operating -	5500.50 Office Supplies		29.95
Liability Check	06/10/2015	EFTPS	United States Treasury	74-2386731	1000 Operating -	-SPLIT-		1,554.08
Check	06/10/2015	Debit	Brookshire Brothers	Meeting expense	1000 Operating -	7000.15 Meeting Expense		7.98
Liability Check	06/10/2015	9859	TMR5	01408	1000 Operating -	-SPLIT-		635.60
Transfer	06/10/2015			Funds Transfer	1021 Reserved Fu...	1022 Crockett National B...		200,000.00
Check	06/10/2015	ACH			1021 Reserved Fu...	8900 Miscellaneous		20.00
Check	06/10/2015	9832	Bojorquez Law Firm, PLLC	Legal Expenses - Inv 5036	1000 Operating -	6000.21 General		2,888.00
Check	06/10/2015	9833	PEC - City Hall	1713-4635-00	1000 Operating -	7500.01 City Hall Utilities		79.88
Check	06/10/2015	9834	PEC - Outdoor	1442-4976-00 1371-5834-00	1000 Operating -	7500.03 Outdoor Utilities		111.89
Check	06/10/2015	9835	Tax Time, LLC	Contract Labor Inv# 859	1000 Operating -	6000.11 Contract Labor		417.55
Check	06/10/2015	9836	Ace Hardware	Supplies	1000 Operating -	5500.50 Office Supplies		79.17
Check	06/10/2015	9851	Knight & Partners Attorneys at	Inv 1864 - Kinkel vs. Woodcreek BOA	1000 Operating -	6000.25 Special Cases		2,947.00
Check	06/10/2015	9854	Kelly Clements	Entrance maintenance	1000 Operating -	6500.21 Outdoor Beautif...		400.00
Check	06/10/2015	9856	Hays County Tax Assessor Co...	assessing-collecting fees for 2014 tax roll	1000 Operating -	7000.01 Ad Valorem Tax...		181.10
Check	06/10/2015	9857	ATS Engineers	Building Inspections	1000 Operating -	7000.02 Building Inspecti...		45.00
Check	06/10/2015	9837	San Marcos Daily Record	Acct# RA 1908-classified	1000 Operating -	7000.20 Public Notices		231.66
Check	06/10/2015	9858	Garrett Allen	Deer Removal	1000 Operating -	6500.01 Deer Removal		75.00
Deposit	06/15/2015			Deposit	1000 Operating -	-SPLIT-	342.50	
Paycheck	06/18/2015	Dir Dep	Linda L Land	Direct Deposit	1000 Operating -	-SPLIT-	0.00	
Paycheck	06/18/2015	Dir Dep	John W Sone	Direct Deposit	1000 Operating -	-SPLIT-	0.00	
Liability Check	06/18/2015		QuickBooks Payroll Service	Created by Payroll Service on 06/15/2015	1000 Operating -	-SPLIT-		2,101.87
Paycheck	06/18/2015	Dir Dep	Barbara J Grant	Direct Deposit	1000 Operating -	-SPLIT-	0.00	
Liability Check	06/18/2015		QuickBooks Payroll Service	Created by Payroll Service on 06/15/2015	1000 Operating -	-SPLIT-		930.36
Check	06/18/2015	Debit	Brookshire Brothers	Meeting expense	1000 Operating -	7000.15 Meeting Expense		10.47
Deposit	06/18/2015			Interest	1021 Reserved Fu...	4000 Interest Income	144.75	
Check	06/17/2015	Debit	USPS	Postage/Certified Mail	1000 Operating -	5500.60 Postage & Ship...		8.38
Deposit	06/18/2015			QB# PR Credit	1000 Operating -	5500.50 Office Supplies	28.79	
Deposit	06/22/2015			Dev Rev	1000 Operating -	-SPLIT-	470.00	
Check	06/24/2015	9860	Garrett Allen	Deer Removal	1000 Operating -	6500.01 Deer Removal		75.00
Check	06/24/2015	9861	Larry Kuvet	Remove hanging branch over Doolittle Dr @ Jack Miller Dr	1000 Operating -	6500.25 ROW Tree Trm...		75.00
Check	06/24/2015	9862	AquaTexas - Outdoor	9760590700920	1000 Operating -	7500.03 Outdoor Utilities		1.27
Check	06/24/2015	Debit	Staples, Inc.	4020493633	1000 Operating -	5500.50 Office Supplies		78.52
Check	06/24/2015	9863	Mike Steinert	VOID Reimbursement G/E RGJE created on 06/24/2015	1000 Operating -	5500.50 Office Supplies	0.00	
General Journal	06/24/2015	0415 AJ...	Mike Steinert	For CHK 9863 voided on 06/24/2015	1000 Operating -	5500.50 Office Supplies		168.78
General Journal	06/24/2015	0415 AJ...	Mike Steinert	Reverse of G/E 0415 AJ/E 03 -- For CHK 9863 voided on 06/24/2015	1000 Operating -	5500.50 Office Supplies		168.78
Check	06/24/2015	9864	Mike Steinert	Reimbursement	1000 Operating -	5500.50 Office Supplies		243.39
Check	06/24/2015	9865	Time Warner Cable	302013901	1000 Operating -	7500.02 Telephone & Int...		243.39
Check	06/24/2015	9866	Xerox Financial Services	Copier Lease	1000 Operating -	5500.61 Printing & Repro...		138.20
Check	06/24/2015	9867	Hill Country Springs	Office Water	1000 Operating -	5500.50 Office Supplies		19.82
Check	06/24/2015	9868	John Young		1000 Operating -	-SPLIT-		1,290.00
Check	06/24/2015	9869	Hays County	Traffic Enforcement Services	1000 Operating -	8020.60 Traffic Enforce...		7,085.00
Check	06/24/2015	9870	Knight & Partners Attorneys at	Inv 2015 - Kinkel vs. Woodcreek BOA	1000 Operating -	6000.25 Special Cases		188.51
Check	06/24/2015	9871	Mark Goodner	MC Judge Services - May	1000 Operating -	8020.20 MC Judge		250.00
Check	06/24/2015	9872	ATS Engineers	Building Inspections	1000 Operating -	-SPLIT-		360.00
Check	06/25/2015	Debit	USPS		1000 Operating -	5500.60 Postage & Ship...		6.74
Check	06/25/2015	Debit	TX Secretary of State		1000 Operating -	5500.50 Office Supplies		1.03
Deposit	06/25/2015			Deposit	1000 Operating -	3080 Development Reve...	750.00	
Check	06/29/2015	Debit	Staples, Inc.	4020493633	1000 Operating -	5500.50 Office Supplies		338.17
Liability Check	06/30/2015		QuickBooks Payroll Service	Created by Payroll Service on 06/24/2015	1000 Operating -	-SPLIT-		1,714.48
Liability Check	06/30/2015	EFTPS	United States Treasury	74-2386731	1000 Operating -	-SPLIT-		1,561.92
Liability Adjust	06/30/2015			Tax Exempt	5000.20 Payroll Tax	2000 Payroll Tax Payable		3.64
Deposit	06/30/2015			Interest	1020 Investment A...	4000 Interest Income	26.85	
Check	06/30/2015			Service Charge	1003 Municipal - R...	8900 Miscellaneous		4.00
Deposit	06/30/2015			Apr Int	1006 PEG - #5467	4000 Interest Income	1.02	
Deposit	06/30/2015			Interest	1006 PEG - #5467	4000 Interest Income	1.13	

City of Woodcreek
Balance Sheet
As of June 30, 2015

	Jun 30, 15
ASSETS	
Current Assets	
Checking/Savings	
1000 · Operating - Broadway 9628	14,141.68
1003 · Municipal - Reg Acct#7223	30,936.27
1003.1 · Municipal Court Petty Cash	600.00
1006 · PEG - #5467	13,758.94
1010 · Petty Cash	-41.00
1020 · Investment Account - Class 0001	145,742.03
1021 · Reserved Funds - Broadway 4573	551,228.14
1022 · Crockett National Bank	221,420.50
Total Checking/Savings	977,786.56
Accounts Receivable	
1120 · Delinquent Taxes Receivable	9,288.75
Total Accounts Receivable	9,288.75
Other Current Assets	
1121 · Allowance for Uncollectible	-464.43
1122 · Due to/from HOT Account	52.00
Total Other Current Assets	-412.43
Total Current Assets	986,662.88
Fixed Assets	
1200 · Office Furniture / Equipment	26,926.96
1225 · Land	37,850.00
1226 · Building & Improvements	109,708.00
1227 · Street Pavement	144,126.00
1240 · Accumulated Depreciation - All	-19,261.00
Total Fixed Assets	299,349.96
Other Assets	
1250 · Deferred Revenue	-15,678.59
1300.10 · Committed for Streets Repair	80,000.00
Total Other Assets	64,321.41
TOTAL ASSETS	1,350,334.25
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
1900 · Accounts Payable	14,113.23
Total Accounts Payable	14,113.23
Other Current Liabilities	
2000 · Payroll Tax Payable	-290.70
2020 · State Unemployment Liability	2.42
2021 · Accrued Wages Payable	2,608.53
2030 · TMRS Payable	634.95
2100 · WVWA / LCRA Grant Expenditures	445.45
2105 · Capital Development Grant	21,325.00
2110 · Direct Deposit Liabilities	-1,712.88
2300 · Sales Tax Revenue Overpayment	533.38
Total Other Current Liabilities	23,546.15
Total Current Liabilities	37,659.38
Total Liabilities	37,659.38

07/08/15
Cash Basis

City of Woodcreek
Balance Sheet
As of June 30, 2015

	<u>Jun 30, 15</u>
Equity	
9998 · Opening Balance Equity	533,846.43
9999 · Retained Earnings	610,059.65
Net Income	168,768.79
Total Equity	<u>1,312,674.87</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,350,334.25</u></u>

CITY OF WOODCREEK, TEXAS
Quarterly Inventory Report
 As of 06/30/15

Purchase Date	Security	Coupon or Avg Rate	Maturity Date	Yield	Par	Days to Maturity	Beginning Book	Beginning Market	Ending Book	Ending Market	Period Earnings
Bank Checking Accounts - West Texas National Bank											
04/01/15	Broadway Checking *	0.00%	07/01/15	0.00%	n/a	1	173,202.91	173,202.91	28,296.16	28,296.16	0.00
04/01/15	Broadway Savings	0.06%	07/01/15	0.10%	n/a	1	12,449.95	12,449.95	13,758.94	13,758.94	3.28
04/01/15	Broadway Money Market	0.06%	07/01/15	0.06%	n/a	1	0.00	0.00	0.00	0.00	0.00
04/01/15	Broadway Funds DDA	0.00%	07/01/15	0.00%	n/a	1	30,627.07	30,627.07	30,693.07	30,693.07	0.00
	Subtotal Bank Accounts						216,279.93	216,279.93	72,748.17	72,748.17	3.28
Bank Compensating Balance*											
04/01/15	Broadway National Bank		07/01/15			1					\$70.74
Bank CD											
Subtotal CDs											
					0		0.00	0.00	0.00	0.00	0.00
Investments											
04/01/15	Texas Class	0.10%	07/01/15	0.10%	n/a	1	225,663.64	225,663.64	225,742.03	225,742.03	78.39
04/01/15	Broadway Money Market	0.30%	07/01/15	0.25%	n/a	1	625,808.84	625,808.84	551,228.14	551,228.14	439.30
04/01/15	Crockett National Bank	0.75%	07/01/15	0.75%	n/a	1	0.00	0.00	221,420.50	221,420.50	95.50
	TOTALS				0		<u>1,067,752.41</u>	<u>1,067,752.41</u>	<u>849,718.34</u>	<u>849,718.34</u>	<u>687.21</u>

Average Weighted Maturity	1 days
Average Weighted Yield	0.31 %

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

Gene Golembiewski, City Treasurer

John Sone, City Manager

**Note: Funds are being left in the bank to pay for banking fees. The Earning Credit Rate at which the City earns to pay for banking services is .25 % but no interest is paid directly to the City but the City is earning at that rate to pay our banking services.*



Memorandum

To: Mayor and Council
From: John Sone, City Manager
Date: July 6, 2015
Subject: Interim Evaluation of Draft Transportation Improvement Plan

The City Staff continues to evaluate of the draft Transportation Improvement Plan, prepared by Dan Rogers, PE, with the able assistance of the Roads and Street Committee.

There were two basic elements of the strategy proposed to the City:

- Based on the traffic counts locally re-designate Champions Ci, Brookmeadow Dr, and Brookhollow Dr from “local” to “collector” status, joining Woodcreek Drive.
- Pave all collector roads with hot mix asphalt. This is a new surface material for Woodcreek.

The DPW noted that three streets have been omitted from the reconstruction/resurface list (Overbrook Ct, Spalding Ci, and McGregor Ci). He is assessing whether it was the intent of the committee to exclude these given the report’s objective of including all streets.

The Treasurer cautioned that the City must confirm the reliability of the cost estimate, observing “These sorts of projects just seem to be predisposed to unexpected significant cost overruns as project length increases.... The combined maint/constr costs of \$150k per year really does not sound that unreasonable to handle in-line with normal operating budget parameters.”

The Engineer advises: The road costs are based on 1) an estimate of road lengths; 2) desired road widths; and 3) estimated unit prices. Although the quantities of material should be reasonably accurate, the unit price estimate for road reconstruction appears to be on the low side. It would be helpful to have the proposed cross-section of the reconstructed road. The typical new HMAC road in Hays County has a minimum of 6” in compacted base and 2” of HMAC – most are 8” of compacted base. The proposed TIP is not clear on the proposed design parameters. Also, there is no mention of a Geotechnical Engineering report based on borings for each street that would determine the desired pavement design (e.g., base and pavement thickness). The draft TIP report does not provide a basis for the costs of drainage. The cost factors are useful for long-range planning purposes, however, a more detailed consideration of these costs might reveal some unexpected costs related to permitting, unforeseen conditions and potentially underestimate of scope.

The Engineer recommends that a contingency of up to 20% be added to the totals for each annual budget. The contingency can account for variation in estimating accuracy.

The City Staff recommends that the Council address the budget commitment in next week's budget workshop, and that the City communicate the above matters in a letter to Mr. Rogers, requesting he submit a final copy of a Transportation Improvement Plan.

CONTRACT

June 30, 2015

City Of Woodcreek
41 Champion Circle
Wimberley, TX 78676

Re: Woodcreek Bocce Ball Court

Construction of one (1) bocce ball court 58' 0" by 12" 0" wide.

- Digging and pouring of a foundation to receive the stone border 12" wide and approximately 18" high.
- Compacting of about 3" of drainage rocks.
- Applying a porous fabric to receive 2" of decomposite granite.
- Installation of 2 x 12 treated pine boards at each end to stop the impact.

Total cost includes labor and materials: \$12,700.00

- Building of two (2) 6' long X 3' wide concrete picnic tables.
- The top of tables and benches will be poured concrete and legs supporting tables and benches will be made out of stone.
- Under the table and benches will be a gravel pad enclosed with a stone border.

Total cost includes labor and materials: \$ 7,160.00

Total: \$ 19,860.00

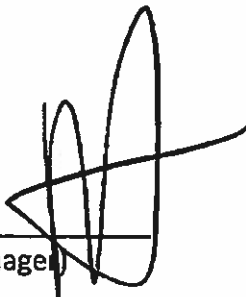
Tax: \$ 1,638.45

TOTAL: \$ 21,498.45

50% of total amount due at time contract is signed. Balance due upon completion.

Remit payment to:
Reliant Construction
PO Box 311
Driftwood, TX 78619

MARINO SETTA
(Reliant Construction Manager)



(City of Woodcreek Manager)

6-30-15
(Date)

(Date)

§ 156.101 NON-CONFORMING STRUCTURES.

Where a lawful structure exists on the effective date of the adoption or amendment of this chapter, that could not be built under the terms of this chapter by reason of restrictions on permitted use, area, lot coverage, height, years, its locations on the lot, or other requirements concerning the structure, such structure may be continued as long as it remains otherwise lawful, subject to the following provisions.

(A) No such non-conforming structure may be enlarged or altered in a way which increases its structural non-conformity, but any structure or portion thereof may be altered to decrease its structural non-conformity.

(B) Should such non-conforming structure or non-conforming portions of a structure be damaged by any means to an extent of more than 50% of its replacement cost at the time of destruction, it shall not be reconstructed, except in conformity with this chapter.

(C) Should such structure be moved for any reason for any distance whatsoever, it shall thereafter conform to the regulations of the district in which it is located after it is moved.

(D) Nuisances attending any use lawfully existing at the time the property is annexed into the city shall be eliminated or mitigated to the maximum extent feasible within 90 days of date of annexation.

(Ord. 00-65N, passed 6-1-2005)

§ 156.102 NON-CONFORMING USES.

A non-conforming use may be continued as long as it remains otherwise lawful, subject to the following provisions.

(A) No existing structure devoted to a non-conforming use shall be enlarged, extended, constructed or reconstructed.

(B) The use of the structure shall only be changed to a use permitted in the district in which it is located.

(C) A non-conforming use that has been discontinued may be resumed only if there has been no other use of the premises or structure since the non-conforming use was discontinued, and such use was not discontinued for a period of six months or more.

(D) Any non-conforming use may be extended throughout any parts of a building which were manifestly arranged or designed for such use at the time of adoption or amendment of this chapter, but no such use shall be extended to any land outside such building.

(E) Removal or destruction of a structure containing a non-conforming use shall eliminate the non-conforming use status. Destruction for the purpose of this division (E) is defined as damage equal to more than 50% of the replacement cost of the structure.

(F) A certificate of non-compliance shall be required for each non-conforming uses of any land or buildings created by adoption of this chapter. Application for such certificate of non-compliance for a non-conforming use shall be filed with the city by the owner of the building or land with such non-conforming use within one year of the effective date of this chapter. It shall be the duty of the city to issue a certificate of non-compliance for a non-conforming use and the refusal of the city to issue a certificate of non-compliance for such non-conforming use shall be evidence that said non-conforming use was either illegal or did not lawfully exist as of the effective date of this chapter.

(1) Non-conforming use shall terminate upon the sale, conveyance, rental or change in land use of the property, except as hereafter provided and except for those structures listed in division (F)(2) below, which allows for certain non-conforming uses to be amortized, with the non-

conforming use being terminated after a specified amount of time. The termination date of any non-complying structure shall be set so as to provide the owner with a reasonable opportunity to recoup or recover the owner's investment in the structure.

(2) If lawful non-conforming use exists on the effective date of passage of this chapter, the following structures will have their use amortized, with the non-conforming use being eliminated over 15 years from the date of passage of this chapter:

(a) Fences erected and existing in compliance with the city's regulations and ordinances prior to the effective date of this chapter and composed of materials not allowed upon the passage of this chapter or which do not meet the city's current setback requirements;

(b) Accessory buildings which do not meet the masonry requirements;

(c) Wood roofs;

(d) Above-ground pools; and

(e) More impervious cover than allowed by this chapter due to paving of front yard.

(3) The City Council shall have the power, upon recommendation of the Planning and Zoning Commission, to bring about the discontinuance of non-conforming uses after notices and hearing. The termination date of any non-conforming use shall be set so as to provide the owner with a reasonable opportunity to recoup or recover the owner's investment in the non-conforming use.

(4) Notwithstanding the foregoing, the non-conforming use of a building, roof, above-ground pool, structure, accessory building, fence or driveway (collectively or individually hereafter, the "non-conforming asset") that was lawfully constructed and erected prior to 1985, shall not terminate or expire until such time as the non-conforming asset is reconstructed or replaced. For the purpose of this section, a non-conforming asset shall be deemed to be reconstructed or replaced if 50% or more of such non-conforming asset is reconstructed or replaced, or if modifications or repairs are made to such non-conforming asset within any 12 calendar months that is equal to one half or more of the value of the non-conforming asset prior to the modification or repair.

(Ord. 00-65N, passed 6-1-2005)

ORDINANCE NO. 15-_____

CITY OF WOODCREEK, TEXAS

AMENDMENT TO CHAPTER 70 OF THE CODE OF ORDINANCES
(TRAFFIC SCHEDULES)

AND

AMENDMENT TO CHAPTER 156 OF THE CODE OF ORDINANCES
(ZONING ORDINANCE)

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF WOODCREEK AT TITLE VII ("TRAFFIC CODE") CHAPTER 70 ("TRAFFIC SCHEDULES") BY ADDING A NEW "SCHEDULE IV" ALLOWING PARKING ON CITY RIGHTS-OF-WAY AS PROVIDED THEREIN, ALLOWING THE PARKING OF VEHICLES ON CITY-LICENSED PARKING SPACES IN CITY RIGHTS-OF-WAY FOR LIMITED DAILY PARKING, THE VIOLATION OF WHICH MAY RESULT IN TOWING OF VEHICLE AT OWNER'S EXPENSE, AND PROVIDING A CRIMINAL FINE NOT TO EXCEED \$500 PER DAY PER VIOLATION; AND ALSO AMENDING THE CODE OF ORDINANCES OF THE CITY OF WOODCREEK AT TITLE XV ("LAND USAGE"), CHAPTER 156 ("ZONING"), TO MODIFY EXISTING DEFINITIONS AND DEFINE NEW TERMS, REQUIRE DRIVEWAYS TO BE PERVIOUS, TO ALLOW PARKING OF BUSES, COMMERCIAL VEHICLES, TRAILERS, BOATS, AND OTHER SPECIFIED VEHICLES WHEN THEY ARE NOT VISIBLE FROM A PUBLIC PLACE OR ANY RIGHT OF WAY, TO REWORD THE PROVISION PROHIBITING STORAGE OF VEHICLES NOT IN OPERATING CONDITION, PROVIDING A CRIMINAL FINE NOT TO EXCEED \$500 PER DAY PER VIOLATION, AND MAKING FINDINGS OF FACT, PROVIDING FOR ENACTMENT, REPEALER, SEVERABILITY, CODIFICATION, AND AN EFFECTIVE DATE, AND FINDING PROPER NOTICE AND MEETING.

WHEREAS, at the request of Mayor Michael Steinert a Task Force was formed and convened, charged with reviewing the current Code of Ordinances ("Code") as to the status of provisions regarding off-street parking and City right-of-way ("ROW") parking, taking into consideration the areas of safety concerns and current needs and desires of the City's

residents, and in the context of the latest revision of the City Master Plan (Vision 20-20); and

WHEREAS, the Task Force’s review included an evaluation of potential designs of off street parking areas within the City’s ROWs, as well as existing and proposed City-owned parking areas at various locations in the City, and also the submission of for any Code revisions deemed necessary to accomplish the goals of the Task Force; and

WHEREAS, the Task Force presented a draft report to the City Council at its October 8, 2014 meeting and then, after the initial report was posted in the City’s website and the Task Force elicited and received citizen input, the initial report was finalized and supplemented with an Appendix C, and the full report was then submitted to and considered by the City council at its meeting of November 19, 2014, when the same was received, considered, and accepted by the City Council; and

WHEREAS, the City Council of the City of Woodcreek finds that the Task Force’s report is factually based and supported by reasonable findings and considerations, and that its recommendations are appropriate and suitable to address the issues and concerns the review of which was entrusted to it,

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

1. FINDINGS OF FACT

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

2. ENACTMENT

Chapter 70 (“Traffic Schedules”) and Chapter 156 (“Zoning”) of the Code of Ordinances of the City of Woodcreek are hereby amended so as to read in accordance with *Attachment A* and *Attachment B*, respectively, which are attached hereto and incorporated into this Ordinance for all intents and purposes.

3. REPEALER

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

4. SEVERABILITY

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

5. CODIFICATION

The City Secretary is hereby authorized and directed to record and publish the language of Chapter 70 and Chapter 156, as amended by this Ordinance, in the City's Code of Ordinances.

6. EFFECTIVE DATE

This Ordinance shall be effective on the first day of the month following thirty (30) days after publication of its caption.

7. PROPER NOTICE & MEETING

It is hereby officially found and determined that the meeting at which this Ordinance was passed was attended by a quorum of the City Council, was open to the public, and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551.

PASSED & APPROVED this, the _____ day of _____ 2015, by a vote of ___ (ayes) to ___ (nays) and ___ (abstentions) of the City Council of Woodcreek, Texas.

CITY OF WOODCREEK:

by: _____
Mayor Michael T. Steinert

ATTEST:

John Sone, City Manager

APPROVED AS TO FORM:

Bojorquez Law Firm, PC

Attachment "A"

**CITY OF WOODCREEK
CODE OF ORDINANCES
TITLE VII: TRAFFIC CODE
CHAPTER 70: TRAFFIC SCHEDULES**

Schedule

I. Truck traffic; oversized vehicles

II. Stop and yield intersections

III. Speed limits

IV. Parking

SCHEDULE IV. PARKING.

(A) Public Right-of-Way Parking. In order to help alleviate the limited availability of motor vehicle parking in the city, additional public parking spaces will be made available within the city's rights-of-way, as conditioned and regulated by this Schedule, in such selected locations and during such posted hours as the city may see fit.

(B) City-Licensed Private Right-of-Way Parking. In order to help alleviate the limited availability of motor vehicle parking in the city, additional parking spaces may be constructed by private property owners under the provisions of this Schedule within the city's rights-of-way wherein private parking will be allowed, as conditioned and regulated by this Schedule.

(1) Authority. The City Administrator/Manager may issue permits for construction of spaces for the parking of motor vehicles on city rights-of-way in the specified locations, to be used by permittees in compliance with this Schedule and such additional terms and conditions as the city may in its discretion find reasonable.

(2) Qualification. Any owner of residential property abutting the specified locations qualifies to apply for a right-of-way parking space construction permit for use in connection with the residential property.

(3) Application and Fee. A qualified residential property owner may apply for a right-of-way parking space construction permit by submitting an application on such form as may be required by the city, together with any supplemental information and documentation, which must include a proposed design, sketch, drawing or map, using as a model the design concept appearing in Appendix B of the Task Force Report, a copy of which is posted in the city's website and is on file at the City Administrator/Manager's office. The property owner must pay such application fee as may be set by the city before the application may be processed.

(4) Construction Permit Processing and License Issuance. The City Building Official shall review applications for completeness and determine whether the property owner's requested permit qualifies for approval. If approved, the City Administrator/Manager shall issue a permit to the applicant, specifying the property address it is associated with and the location of the right-of-way parking space. The construction permit will be effective as of the date stated therein and effective for a period of 90 days. Upon satisfactory inspection of the parking space, a license for its use shall be immediately in force for a period of 5 years, but may be terminated sooner if the space falls into disrepair or due to any violation of the provisions in this Schedule, as provided in Schedule IV(B)(7), below.

(5) The city may renew or revoke the license to use the right-of-way parking space on each succeeding fifth anniversary of its issue or renewal. An expired license may be renewed after approval of a new application for a right-of-way parking space construction permit, its satisfactory inspection, and issuance of a new license for its use.

(6) Conditions and Requirements. It shall be unlawful to violate any of the following conditions or requirements, which violation shall subject the permittee to the penalties in § 10.99 of this code of ordinances, and shall be cause for permit termination.

(a) The permitted right-of-way parking space may only be used for parking and exclusively by the permittee, tenants of the property, and their guests.

(b) Licensed use is not transferable to a new property owner or a third party.

(c) The permit does not grant permittee any property rights to the right-of way beyond the right to use the parking space as provided in this Schedule. Permits shall be subject to all existing easements, and permittee shall allow and not interfere with any use of the right-of-way parking space for utility or other work allowed within such existing easements, which work shall be allowed to proceed without any delay and without any compensation to the permittee by the city or easement holder.

(d) The permittee may begin using the allocated right-of-way parking space as soon as the same is inspected and approved by the city. The installation should follow the design submitted with the application, as approved by the City Building Official. The parking space should be bordered with rock, brick, concrete, or metal edging to act as a weed barrier and to prevent migration of pervious fill into the owner's yard or onto the street. The installation should be made in a way that enhance the aesthetics of the property and its vicinity.

(e) Prior to initiation of any installation, the permittee must have the parking space inspected by dialing 811 to have any underground utilities located.

(f) Acceptance of a parking space construction permit or a license for its use constitutes acknowledgement and agreement by property owners that any damage caused by their installation and/or the use of the permitted parking space shall be their sole responsibility and not the city's. Prior to issuance of any permit the City Administrator/Manager shall require an acknowledgement in writing that applicant understands and will comply with the relevant requirements of this Schedule and such additional terms and conditions as may be provided for, and the applicant shall hold harmless the city, its officials, employees, and agents for any damages that may be caused as a result of any use of the city-licensed private right-of-way parking space.

(g) It shall be the permittee's responsibility to maintain the allocated space free of weeds and invasive grasses. Any utility work that that may take place within the parking space might cause damage to the parking space, and the permittee is encouraged to work with the utility contractor to see that the parking space is returned to its original or better condition.

(h) No vehicle or part thereof shall be allowed to park outside of the designated parameters of the allocated space. Maneuvering may take place on the permitted parking space and on the parking and driveway areas on permittee's property that are paved according to required city specifications.

(7) Permit Suspension, Termination by City; Cancellation. City-licensed private right-of-way parking permits may be suspended or terminated by the city for the violation of any provision of this Schedule, or cancelled at the permittee's written request. Permits may be suspended or terminated by the city at any time whenever, following a 30 day written notice, a permittee has failed to abate any violation of its terms or of this Schedule. The city reserves the right, in the exercise of its sole discretion, at any time to terminate a permit upon a 90 day written notice.

(8) Upon a permit's expiration without renewal, cancellation by permittee or termination by city, the property owner may be required to fully or partially restore the right-of-way to its original condition.

(9) Records. The city shall maintain a continuing record of all permits issued and current state of licensure for use.

(B) Compliance. It shall be unlawful for any person to park of motor vehicles on city rights-of-way,

(C) Penalty. Any person violating any provision of this Schedule shall be subject to the penalties and provisions in § 10.99 of this code of ordinances.

Attachment "B"**CITY OF WOODCREEK CODE OF ORDINANCES****TITLE XV: LAND USAGE****CHAPTER 156: ZONING****§ 156.009 DEFINITIONS.**

[...] **COMPACT PARKING SPACE.** A parking space of not less than 128 square feet exclusive of the driveways connecting said space with the street or alley.

[...] **DRIVEWAY.** A paved ~~hard, impervious surface such as hot mix asphalt or concrete~~ surface connecting a drive approach with a parking space, parking lot, loading dock, or garage.

[...] **GARAGE.** A four-sided structure, fully enclosed on three sides, with a door on the fourth side, with a roof and concrete floor, accessible by a ~~hard surface~~ paved driveway. See § 156.064 of this chapter for **GARAGE** requirements by zoning district.

[...] **OFF-STREET PARKING SPACE.** ~~An area~~ A parking space of not less than ten feet by 20 feet in privately owned land constructed to city-approved specifications ~~not less than ten feet by 20 feet not on a public street or alley, with an all-weather surface. A public street shall not be classified as such, nor shall head-in parking adjacent to a public street and dependent upon such street for maneuvering space; provided that, where there are 4 or more parking spaces, not more than 25% of any required off-street parking spaces them may be compact parking spaces of not less than 128 square feet exclusive of the driveways connecting said space with the street or alley.~~

[...] **PARKING SPACE.** ~~An~~ A paved area ~~that is not a street, alley or public right of way that is used or designed to be used for motor vehicle parking, that is not less than ten feet by 20 feet, exclusive of the driveways connecting said space with a street or alley.~~ Said **PARKING SPACE** and connecting driveway shall be durably surfaced and so arranged to permit satisfactory ingress and egress of an automobile. ~~Compact **PARKING SPACES** shall be 128 square feet exclusive of the driveways connecting said space with the street or alley.~~

PAVED AREA. An area surfaced with a compacted permeable material or with asphalt, concrete or similar pavement material, including right-of-way parking space, constructed to city-approved specifications, providing an all-weather surface. Gravel is not an acceptable ~~PAVED SURFACE.~~

RIGHT-OF-WAY PARKING. Parking of motor vehicles on city right-of-way as allowed under Chapter 70, Schedule IV.

§ 156.028 ~~HARD SURFACE DRIVEWAYS.~~

All buildings shall have a hard-surface driveway. Accessory structures not accessed by ~~road~~ motor vehicles are excepted from the requirement of hard-surface driveways.

§ 156.029 PARKING.

~~Parking~~ Except as otherwise specifically allowed in this chapter, parking of motor vehicles, including automobiles, trucks, buses, trailers, mobile homes, recreational or commercial vehicles on publicly-owned rights-of-way, park or greenbelt is prohibited.

§ 156.037 PARKING AND LOAD REQUIREMENTS.

No structure or building that requires a permit of any kind shall be erected, converted, enlarged, reconstructed or structurally altered unless it shall conform to the off-street parking and loading requirements of this chapter.

§ 156.060 PARKING.

(A) All owners, tenants or occupants of any residence ~~used for residential purposes shall be required to park their vehicles in garages, carports or driveways. No such vehicle, trailer or recreational vehicle shall be parked on a street or within any property unless same is not visible.~~ Parking of buses, commercial vehicles, trailers, boats, motor homes, RVs, campers, jet skis and the like is prohibited, except on a temporary basis. **TEMPORARY** shall be defined as not exceed five days in any 30-day period.

(B) It shall be unlawful for anyone to have on any property they own, rent, or occupy, a junked vehicle, as such term is defined in Sec. 683.071 of the Texas Transportation Code. As allowed under Sec. 683.0711 of that same code, a vehicle on private property shall also be considered to be a junked vehicle if it is inoperable and has remained inoperable and visible from a public place or public right of way for

~~more than 7 consecutive days. store vehicles not in operating condition in open view for more than seven days. Such vehicles must be stored in completely enclosed buildings or removed to an authorized storage area. Since streets are narrow and provide limited parking area, residential off street parking requirements are essential. Each dwelling unit shall have a hard surface driveway, providing a minimum of three off street parking areas, each area measuring ten feet by 20 feet.~~

DRAFT

Attachment "C"**CITY OF WOODCREEK CODE OF ORDINANCES****TITLE XV: LAND USAGE****CHAPTER 151: CONSTRUCTION****RIGHT-OF-WAY OFF-STREET PARKING AREAS****DESIGN AND CONSTRUCTION STANDARDS****Introduction**

A completed and signed application must be submitted to the City and approved prior to issue of a permit for construction of an off-street parking facility in the City's ROW. Off-street parking facilities in the City's ROW must comply with the City's design and construction standards (see below). City standard surface material is decomposed granite. Applicant may submit an alternate design with justification and supporting information for approval.

Surfacing, curbing, and drainage improvements on all parking facilities must preclude the free flow of water onto adjacent properties and public streets and provide adequate drainage.

All parking facilities shall be maintained by the adjacent property owner to assure desirability and usefulness of the facility. The facilities shall be maintained free of refuse, debris, or other accumulated matter and shall at all times be available for the off-street parking for which they are required or intended.

Decomposed Granite Parking Areas**Site Preparation**

1. The parking area final surface is to be located adjacent to the street pavement or driveway. Stockpile or remove excavated material as soon as practicable. If stockpiled, provide a silt fence or other acceptable sedimentation control to prevent the transport of excavated material off-site. Provide safety cones as needed to keep traffic away from workers, equipment and vehicles in work area.

2. Sub-grade must be compacted prior to adding base material.

3. Parking spaces will have 6 inches of aggregate base. The base shall be thoroughly dampened, and compacted to no less than 95%.

Installation of Decomposed Granite Surface

1. Minimum 6" thickness for Decomposed Granite shall be placed over compacted base, installed in 2 inch lifts.
2. The material depth shall be even throughout.
3. Each layer of Decomposed Granite should be dampened and compacted. Decomposed Granite should penetrate the full depth of the material. (Normally, construction should allow 6 to 24 hours until material is firm enough for compaction.)
4. When completed, walk the finished surface for any high or low areas and fill as needed. The final surface should match the elevation of the adjacent street and slope gently downward away from the street to assure positive drainage away from the street. (Normally, construction should allow 3 to 4 days for the Decomposed Granite to completely dry out.)

Surface Border

1. Add a border at the surface to prevent the migration of small particles onto adjacent non-parking areas. The border should allow any excess water to runoff to prevent ponding. A border is not required on the street side or between two adjacent parking areas.
2. Suitable materials include but are not limited to round or square wooden posts or limestone blocks laid end-to-end.

Maintenance and Repairs.

1. Loose material on the surface shall be moistened and recompactd.
2. If repairs are needed, place new Decomposed Granite with Pro-Bond in necessary areas and follow the Placement & Installation portion again. If the area is small use a hand tamp to compact the area.