

**AGENDA**  
**SNYDER CITY COUNCIL REGULAR MEETING**  
**MAY 1, 2017**  
**CITY COUNCIL CHAMBERS**  
**1925 24th STREET**  
**SNYDER, TEXAS**  
**5:30 P.M.**

If the Council should determine that a closed or executive meeting or session as authorized by the Open Meetings Act, Chapter 551, Govt. Code, Vernon's Texas Codes Annotated, should be held, the Council may convene into a closed or executive meeting or session concerning any and all subjects and for any and all purposes permitted by Section 551.071 through 551.088 including:

Section 551.071 consultation with attorney, 551.072 deliberation regarding real property, 551.073 deliberation regarding prospective gift, 551.074 personnel matters, 551.075 conference with employees, 551.076 deliberation regarding security devices, 551.084 exclusion of witness from hearing, 551.086 certain public power competitive matters, 551.087 economic development negotiations, and 551.088 certain licensing or certifications test items.

**WELCOME VISITORS**

All visitors are encouraged and welcome to speak at City Council Meetings during the visitors forum for up to five minutes. At all other times, visitors must be recognized by the chair to speak.

Thank you,

Mayor Tony Wofford

I. INVOCATION:

II. RECOGNIZE EMPLOYEE OF THE MONTH:

III. RECOGNIZE VISITORS:

IV. VISITORS/CITZENS FORUM:

V. MINUTES:

1. Consider And Act On Approval Of The Minutes Of The Regular Council Meeting, April 3, 2017.(Pages 1-4)

Documents:

[MIN170403.PDF](#)

2. Consider And Act On Approval Of The Minutes Of The Building Standards Commission Meeting, April 3, 2017.(Pages 5-6)

Documents:

[MIN170403BSC.PDF](#)

3. Consider And Act On Approval Of The Minutes Of The Special Council Meeting, April 17, 2017.(Pages 7-8)

Documents:

[MIN170417.PDF](#)

#### VI. NEW BUSINESS:

1. Consider And Act On Renewing The Contract And Approving The New Rates With Texas Municipal League For Employee Health Insurance.(Pages 9-10)

Documents:

[TML INSURANCE.PDF](#)

2. Consider And Act On Approval Of The Quarterly Investment Report For Quarter Ending March 31, 2017.(Pages 11-12)

Documents:

[QUARTERLY INVESTMENT MARCH.PDF](#)

3. Discussion And Update Regarding Community Policing And Certification Program.(H/O)

#### VII. INFORMATION:

1. Monthly Personnel Report.(Page 13)

Documents:

[PERSONNEL 170501.PDF](#)

2. Special Council Meeting, May 9, 5:30 P.m. To Canvass Votes For The General Election.
3. Special Council Meeting, May 15, 5:30 P.m. Signing Of Statement Of Officers And Oaths Of Office.
4. Election Day Is May 6, 2017. Dia De Eleccion Es El 6 De Mayo De 2017.
5. Election Schedule. Horario De Eleccion.(Pages 14-15)

Documents:

[ELECTION CALENDAR 2017.PDF](#)

6. Budget Schedule.(Page 16)

Documents:

[BUDGET SCHEDULE 2017.PDF](#)

7. Next Regular Council Meeting Is June 5, 5:30 P.m.; Building Standards Commission

Meeting Is June 5, 4:30 P.m.

VIII. ADJOURNMENT:

1. Consider Motion To Adjourn.

**MINUTES OF THE REGULAR COUNCIL MEETING**

**CITY OF SNYDER**

**APRIL 3, 2017**

A Regular Meeting of the City Council of the City of Snyder, Texas was called to order at 5:30 p.m. by Mayor Tony Wofford with the following members present:

Councilmember Rodney Dupree  
Councilmember Vernon Clay  
Councilmember Steve Rich  
Councilmember Steve Highfield  
Councilmember Tom Strayhorn  
Councilmember Luann Burleson  
Attorney for the City, Bryan Guymon

**ITEM I. INVOCATION:**

The invocation was given by Steve Highfield.

**ITEM II. RECOGNIZE EMPLOYEE OF THE MONTH:**

Mayor Tony Wofford recognized Pete Quintanilla as employee of the month.

**ITEM III. RECOGNIZE VISITORS:**

Mayor Tony Wofford recognized the following visitors:

Bill Crist, Snyder Daily News; Linda Molina, Snyder Chamber of Commerce; George Jamison, Snyder; Kristy Tyra, Oncor; Donna Cutler, College on the Square; Paula Hatfield, Scurry County Historical Commission; Jason Cave, Snyder Chamber of Commerce Board; Dana Evans, Snyder; Gayle Summers, Snyder; Daniel Schlegel, Scurry County Museum & Scurry County Historical Commission; Kat Schlegel, Scurry County Museum & Scurry County Historical Commission.

**ITEM IV. NON-ACTION ITEMS:**

1. Mayor Tony Wofford proclaimed April 6, 2017 as WWI Remembrance Day in Snyder, Texas.

**ITEM V. VISITORS/CITIZENS FORUM:**

Gayle Summers, Snyder resident, who lives on Irving Avenue near the Snyder Primary and Intermediate Schools, asked if the council could address traffic problems around her home. She stated drivers are using Irving Avenue, and at least one has used the alley, to avoid the school zone on Houston Avenue. She thinks the problem was created by the location of the new Junior High School.

**ITEM VI. MINUTES:**

1. Councilmember Steve Rich made the motion to approve the minutes of the Regular Council Meeting, March 6, 2017.

The motion was seconded by Councilmember Steve Highfield and passed with the following vote:

Ayes: All members present voted yes.

Noes: None.

2. Councilmember Steve Rich made the motion to approve the minutes of the Building Standards Commission Meeting, March 6, 2017.

The motion was seconded by Councilmember Rodney Dupree and passed with the following vote:

Ayes: All members present voted yes.  
Noes: None.

**ITEM VII. NEW BUSINESS:**

1. Councilmember Vernon Clay made the motion to approve the 2016 Chamber of Commerce Report.

The motion was seconded by Councilmember Rodney Dupree and passed with the following vote:

Ayes: All members present voted yes.  
Noes: None.

2. Councilmember Vernon Clay made the motion to approve the specifications for employee health insurance.

The motion was seconded by Councilmember Steve Rich and passed with the following vote:

Ayes: All members present voted yes.  
Noes: None.

3. Councilmember Rodney Dupree made the motion to approve Resolution R171403 suspending the April 21, 2017 effective date of Oncor Electric Company's requested rate change as captioned below:

**RESOLUTION OF THE CITY OF SNYDER SUSPENDING THE APRIL 21, 2017, EFFECTIVE DATE OF ONCOR ELECTRIC DELIVERY COMPANY'S REQUESTED RATE CHANGE TO PERMIT THE CITY TIME TO STUDY THE REQUEST AND TO ESTABLISH REASONABLE RATES; APPROVING COOPERATION WITH THE STEERING COMMITTEE OF CITIES SERVED BY ONCOR TO HIRE LEGAL AND CONSULTING SERVICES AND TO NEGOTIATE WITH THE COMPANY AND DIRECT ANY NECESSARY LITIGATION AND APPEALS; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; REQUIRING NOTICE OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL FOR THE STEERING COMMITTEE.**

The motion was seconded by Councilmember Steve Highfield and passed with the following vote:

Ayes: All members present voted yes.  
Noes: None.

4. Councilmember Luann Bureson made the motion to approve the Request for Qualifications for the Texas Department of Transportation's TAP Program and giving City Staff permission to hire the engineer.

The motion was seconded by Councilmember Steve Rich and passed with the following vote:

Ayes: All members present voted yes.  
Noes: None.

5. Discussion regarding retaining wall pavers for City Hall. – City Manager Merle Taylor presented the council with a plan to put retaining wall pavers along the South side of City Hall. The pavers would cost about \$1500 and much of the work would be performed by students at Western Texas College.

**ITEM VIII. EXECUTIVE SESSION: Time – 6:14 p.m.**

Council may act in Open Session on the following item:

1. Consultation with attorney. (Section 551.071 Texas Government Code.) Further consultation with attorney regarding EEOC Claim # 846-2016-13898 and corresponding threatened litigation based on discrimination claim made by former employee, including considering the terms of a settlement agreement.

**ITEM IX. RECONVENE IN OPEN SESSION: Time – 6:30 p.m.**

1. Councilmember Luann Burlison made the motion to approve a settlement agreement regarding EEOC Claim # 846-2016-13898.

The motion was seconded by Councilmember Vernon Clay and passed with the following vote:

Ayes: All members present voted yes.  
Noes: None.

**ITEM X. EXECUTIVE SESSION: Time – 6:31 p.m.**

Council may act in Open Session on the following item:

1. Consultation with attorney to receive attorney’s advice on legal matters and deliberations about real property. (Sections 551.071 and 551.072 Texas Government Code.)

**ITEM XI. RECONVENE IN OPEN SESSION: Time – 6:54 p.m.**

1. Councilmember Rodney Dupree made the motion to continue negotiations regarding real property.

The motion was seconded by Councilmember Tom Strayhorn and passed with the following vote:

Ayes: All members present voted yes.  
Noes: None.

**ITEM XII. EXECUTIVE SESSION: Time – 6:55 p.m.**

Council may act in Open Session on the following item:

1. Consultation with attorney to receive attorney’s advice on legal matters and regarding pending or contemplated litigation. (Section 551.071 Texas Government Code.)

**ITEM XIII. RECONVENE IN OPEN SESSION: Time – 8:22 p.m.**

1. No action taken regarding consultation with attorney.

**ITEM XIV. INFORMATION:**

1. Monthly personnel report.

2. Election Day is May 6, 2017. Dia de Eleccion ese s 6 de Mayo de 2017.
3. Election schedule. Horario de eleccion.
4. Budget Schedule.
5. Next Regular Council Meeting is May 1, 5:30 p.m.; Building Standards Commission meeting is May 1, 4:30 p.m.

**ITEM XV. ADJOURNMENT:**

1. Councilmember Rodney Dupree made the motion to adjourn.

The motion was seconded by Councilmember Steve Rich and passed with the following vote:

Ayes: All members present voted yes.

Noes: None.

The meeting was adjourned at 8:23 p.m.

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Mayor

ATTEST:

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City Secretary

Approved: May 1, 2017.

Minutes for the Snyder Building Standards Commission Meeting  
April 3, 2017

Members attending: Rodney Dupree, Vernon Clay, Steve Highfield, Tom Strayhorn, and Luann Burleson  
Also in attendance: Attorney Bryan Guymon, Mayor Tony Wofford, and City Manager Merle Taylor

Chairperson Steve Rich called the meeting to order at 4:33 p.m.

ITEM I. PUBLIC HEARING: Substandard building located at 2701 O'Neil Street.

1. Open. Time: 4:33 p.m.
2. Discussion: City Inspector Dan Hicks provided the commission with a report on the condition of the property and suggested the property be declared a nuisance and demolished. Dan stated the property owners contacted him several weeks ago about moving the trailer but nothing has been done. He stated the condition the trailer is in would make it nearly impossible to move. The trailer is structurally hazardous, the roof is leaking, plumbing and electrical are missing, and the property is not secure from unauthorized entry.
3. Close. Time: 4:39 p.m.
4. Rodney Dupree made the motion to declare the substandard building located at 2701 O'Neil Street a nuisance.

The motion was seconded by Luann Burleson.

Committee Members voting for the motion: Rodney Dupree, Steve Rich, Steve Highfield, Tom Strayhorn, and Luann Burleson.

Committee Members voting against the motion: Vernon Clay.

Tony Wofford absent from Public Hearing.

5. Steve Highfield made the motion to approve Order No. 170403B giving the property owner 30 days to remedy the nuisance, if not the City will take action to demolish the structure.

The motion was seconded by Luann Burleson.

Committee Members voting for the motion: Rodney Dupree, Vernon Clay, Steve Rich, Steve Highfield, Tom Strayhorn, and Luann Burleson.

Tony Wofford absent from Public Hearing.

ITEM II. PUBLIC HEARING: Substandard building located at 700 N. Avenue T.

1. Open. Time: 4:40 p.m.
2. Discussion: City Inspector Dan Hicks provided the commission with a report on the condition of the property and suggested the property be declared a nuisance and demolished. The mobile home is not salvageable due to the smell and trash piled waist high into the home. Dan stated the property has been abandoned and is owned by the estate. Drew Scott, Snyder resident, told the Commission he is trying to buy the home and lot and if he's successful would remove the mobile home and clean the property. The property is located across the street from his father's home. Drew stated he has spoken with the son of the owners and made an offer on the property. Property owners Jessie and Cindy Pierson are deceased and there is confusion among their heirs about who is authorized to sell the property.
3. Close. Time: 5:02 p.m.



4. Tom Strayhorn made the motion to table any action declaring the substandard building located at 700 N. Avenue T a nuisance and asked Drew Scott to provide an update at its June meeting.

The motion was seconded by Vernon Clay.

Committee Members voting for the motion: Rodney Dupree, Vernon Clay, Steve Rich, Tony Wofford, Steve Highfield, Tom Strayhorn, and Luann Burleson.

5. Consider and act on approval of Order No. 170403C.

No action taken.

ITEM III. PUBLIC HEARING: Substandard building located at 708 19<sup>th</sup> Street.

1. Open. Time: 5:02 p.m.
2. Discussion: City Inspector Dan Hicks provided the commission with a report on the condition of the property. The property has overgrown weeds, the roof is leaking, has hazardous wiring and plumbing, is a fire hazard, and the property is not secure from unauthorized entry. There are also several vehicles on the lot. Dan stated the property could be repaired. Property owner Zurn Jenkins joined the public hearing by speaker phone and asked the commission for time to have contractors come to the property and offer estimates to repair the damage.
3. Close. Time: 5:09 p.m.
4. Rodney Dupree made the motion to table any action declaring the substandard building located at 708 19<sup>th</sup> Street a nuisance and giving the property owner 30 days to seek bids to repair the property.

The motion was seconded by Tony Wofford.

Committee Members voting for the motion: Rodney Dupree, Vernon Clay, Steve Rich, Tony Wofford, Steve Highfield, Tom Strayhorn, and Luann Burleson.

5. Consider and act on approval of Order No. 170403D.

No action taken.

ITEM IV. ADJOURNMENT:

1. Steve Highfield made the motion to adjourn.

The motion was seconded by Rodney Dupree.

All members present voted yes.

The meeting was adjourned at 5:11 p.m.

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Chairperson

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Secretary

**MINUTES OF THE SPECIAL COUNCIL MEETING**

**CITY OF SNYDER**

**APRIL 17, 2017**

A Special Meeting of the City Council of the City of Snyder, Texas was called to order at 12:00 p.m. by Mayor Tony Wofford with the following members present:

Councilmember Rodney Dupree  
Councilmember Vernon Clay  
Councilmember Steve Rich  
Councilmember Steve Highfield  
Councilmember Tom Strayhorn  
Councilmember Luann Burleson  
Attorney for the City Bryan Guymon

**ITEM I. INVOCATION:**

The invocation was given by Councilmember Steve Highfield.

**ITEM II. RECOGNIZE VISITORS:**

Mayor Tony Wofford recognized the following visitors:

Bill Crist, Snyder Daily News.

**ITEM III. EXECUTIVE SESSION: Time – 12:02 p.m.**

Council may act in Open Session on the following item:

1. Consultation with attorney to receive attorney's advice on legal matters and deliberations about real property. (Sections 551.071 and 551.072, Texas Government Code.)

**ITEM IV. RECONVENE IN OPEN SESSION: Time – 12:42 p.m.**

1. Councilmember Luann Burleson made the motion to approve the proposed Lease Agreement between the City of Snyder and Spectra Solar, LLC.

The motion was seconded by Councilmember Steve Highfield and passed with the following vote:

Ayes: All members present voted yes.  
Noes: None.

Councilmember Luann Burleson made the motion to continue negotiations regarding the Letter of Intent for Phase II with Spectra Solar, LLC.

The motion was seconded by Councilmember Tom Strayhorn and passed with the following vote:

Ayes: All members present voted yes.  
Noes: None.

**ITEM V. ADJOURNMENT:**

1. Councilmember Rodney Dupree made the motion to adjourn.

Snyder City Council  
Special Council Meeting  
April 17, 2017

The motion was seconded by Councilmember Steve Highfield and passed with the following vote:

Ayes: All members present voted yes.

Noes: None.

The meeting was adjourned at 12:45 p.m.

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Mayor

ATTEST:

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City Secretary

Approved: May 1, 2017



# TML MultiState Intergovernmental Employee Benefits Pool Rerate Notice and Benefit Verification Form

## Snyder

Original

Plan Year 2016-2017 (12 Months)

Rates are subject to change if there is any legislation passed during the plan year affecting benefits.  
Supplemental benefits cannot be accessed without accessing the TML MultiState IEBP Medical Benefit Plan

### Medical

#### Employer Group Medical Plan

Plan	Benefit Percent	In Net Ded	Out Net Ded	In Net OOP	Office Visit	XRay & Lab in QV	Rates	Current	New
P96-75-25-Mac A	90/60	\$750	\$1000	\$2500	\$30	No	Employee:	\$703.62	\$773.98
							Spouse:	\$724.74	\$797.22
							Child(ren):	\$534.76	\$588.24
							Family:	\$1,340.68	\$1,474.76
P85-125-30-Mac A	80/50	\$1250	\$1500	\$3000	\$30	No	Employee:	\$526.44	\$579.08
							Spouse:	\$542.24	\$596.46
							Child(ren):	\$400.12	\$440.14
							Family:	\$997.60	\$1,097.36
P85-220-30-Mac A	80/50	\$2200	\$2450	\$3000	\$30	No	Employee:	\$406.80	\$447.48
							Spouse:	\$419.02	\$460.92
							Child(ren):	\$309.20	\$340.12
							Family:	\$765.40	\$841.94

### Vol Dental IV

	Current Rate	New Rate
Employee:	\$32.16	\$35.06
Spouse:	\$43.46	\$47.38
Child(ren):	\$37.00	\$40.34
Family:	\$64.36	\$70.16

### Vol Vision B

	Current Rate	New Rate
Employee	\$12.50	\$12.50
Family	\$25.00	\$25.00

### Calendar Year Pre-65 Retiree Medical

Pre Sixty-five Pool Metal Plan Options

### Calendar Year Pre-65 Retiree Dental

No Pre-65 Retiree Dental Coverage

**Calendar Year Pre-65 Retiree Vision**

No Pre-65 Retiree Vision Coverage

**LTD**

No LTD Coverage

**STD**

No STD Coverage

**Basic Life and AD&D: Plan 8 (\$10,000)**

	<u>Current Rate</u>	<u>New Rate</u>
Life:	\$0.320	\$0.320
AD&D:	\$0.035	\$0.035

**Dependent Life**

No Dependent Life Coverage

**Voluntary AD&D**

No Voluntary AD&D Coverage

**Additional Employee Life and AD&D**

No Additional Employee Life and AD&D Coverage

**Basic & Additional Retiree Life**

No Basic & Additional Retiree Life Coverage

**Continuation of Coverage (COC)**

Yes

**Benefit Waiting Period**

Medical: 1st of mo after date of hire

Life: 1st of mo after date of hire

**Medical Network**

Choice Plus

City of Snyder  
Quarterly Investment Report  
March 2017

Possession	Cost	Date Purchased	Number	% Rate	Interest Earned	Term Days	Maturing Date	New Number	Term Days	Maturity Date	% Rate	Interest Earned
General	100,000.00	08/14/16	851779	0.5500	\$ 250.82	180	02/14/17		180	08/14/2017	0.7900	
General	100,000.00	08/14/16	851809	0.5500	\$ 252.19	180	02/14/17		180	08/14/2017	0.7900	
General	100,000.00	08/17/16	852104	0.5500	\$ 270.60	180	02/17/17		180	08/17/2017	0.7900	
General	100,000.00	08/17/16	852139	0.5500	\$ 270.60	180	02/17/17		180	08/17/2017	0.7900	
General	100,000.00	07/23/16	866652	0.5700	\$ 213.01	180	11/23/16	866652	120	03/23/2017	0.6500	
General	100,000.00	11/14/16	851833	0.6800	\$ 272.74	180	07/23/17		180	05/14/2017	0.6600	
General	100,000.00	04/17/16	852163	0.5500	\$ 308.22	210	05/14/17	851833	180	05/14/2017	0.6600	
General	100,000.00	05/18/16	851876	0.5500	\$ 238.07	180	11/17/16	852163	180	05/17/2017	0.6600	
Total	800,000.00				\$ 2,076.25			851876	180	05/18/2017	0.6600	
W&S	100,000.00	05/29/16	851930	0.5000	\$ 179.47	150	10/29/16	851930	150	01/29/2017	0.5000	
W&S	100,000.00	09/20/16	866571	0.7700	\$ 252.19	150	06/29/17		180	09/20/2017	0.8400	
W&S	100,000.00	09/23/16	866628	0.5500	\$ 252.19	180	03/20/17		180	09/23/2017	0.8400	
W&S	100,000.00	06/29/16	851965	0.5500	\$ 208.50	180	12/29/16	851965	180	06/29/2017	0.7700	
Total	400,000.00				\$ 892.35							
Sanitation	100,000.00	08/17/16	866415	0.5500	\$ 270.60	180	02/17/17		180	08/17/2017	0.7900	
Sanitation	100,000.00	10/17/16	866458	0.5500	\$ 270.60	180	02/17/17		180	08/17/2017	0.7900	
Sanitation	100,041.85	10/17/16	866385	0.5000	\$ 240.53	120	02/17/17		120	08/17/2017	0.6700	
Sanitation	100,000.00	11/17/16	866350	0.5000	\$ 239.77	90	02/17/17		90	05/17/2017	0.6700	
LF/clo-post	1,979,470.00	07/09/16	852031	0.5500	\$ 5,250.57	120	11/09/16	852031	120	03/09/2017	0.6700	
Sanitation	100,000.00	07/17/16	852244	0.6800	\$ 282.55	180	07/09/17	85244	180	07/17/2017	0.7700	
Total	2,479,511.85				\$ 6,554.62	159	01/17/17		163			\$
TOTAL												
Fund	Year to Date											
General	800,000.00	Interest Earned										
W&S	400,000.00	\$ 2,076.25										
Sanitation	2,479,511.85	\$ 892.35										
Total	3,679,511.85	\$ 6,554.62										
Ave no. days												171.00
Aver. Interest Rate												0.64

## Tex Pool Investments

FISCAL		Year to Date		Total	
Amount by Fund	Interest Earned	Interest Earned	Interest Earned	Interest Earned	Interest Earned
General Fund	\$ 1,700,000	\$ 4,384.12	\$ 88,004.60	\$ 1,788,004.60	0.0000
Total	\$ 1,700,000	\$ 4,384.12	\$ 88,004.60	\$ 1,788,004.60	0.0000

Average Monthly Int. Rate for Texpool	
October	0.3828
November	0.3987
December	0.4570
January	0.5385
February	0.5591
March	0.6222
April	0.0000
May	0.0000
June	0.0000
July	0.0000
August	0.0000
September	0.0000

### SUMMARY OF TEX-POOL INVESTMENTS AND LOCAL CD'S WITH PROSPERITY BANK

Fund	Year to Date Investment	Year to Date Interest Earned	March 2016 Investment	March 2016 Interest Earned	TOTAL Investment
General	2,588,004.60	\$ 6,460.37	\$ 3,304.70	\$ 3,304.70	\$ 2,588,004.60
W&S	400,000.00	\$ 892.35	\$ 2,013.42	\$ 2,013.42	\$ 400,000.00
Sanitation	500,041.85	\$ 6,554.62	\$ 4,854.17	\$ 4,854.17	\$ 2,479,511.85
Landfill C/PC	1,979,470.00	\$ -	\$ 1,966,624	\$ 1,966,624	\$ -
Total	5,467,516.45	\$ 13,907.34	\$ 10,172.29	\$ 10,172.29	\$ 5,467,516.45

\*      -15.54%      36.72%

Percentage of change from March 2016 compared to this March a result of moving the Water & Sewer's portion of Texpool to the checking account. Also cashing in the Certificates of Deposits in Water and Sewer to cover daily operations in water and sewer fund and the interest rate from Tex Pool has gone from .3633 to .4570.

Investment Officer - City Manager

Investment Officer - Finance Director

Investment Officer





## MAY 06, 2017 GENERAL ELECTION

Post notice not later than 30 <sup>th</sup> day before first day to file where applications can be received with dates for filing	December 12, 2016 <b>(Last day to post December 19, 2016)</b> <b>Post on boards and web</b>
Candidate Packets Available	January 03, 2017
First Day to file for Place on Ballot	January 18, 2017
Last Day to file for place on Ballot	February 17, 2017
Last Day to order General Election	February 17, 2017 <b>(CC Meeting on February 6, 2017)</b>
First Day to Accept Application for Ballot by Mail	March 07, 2017
Last Day to Register to Vote	April 06, 2017
First Day of Early Voting by personal appearance	April 24, 2017
Last Day to Apply for Ballot by Mail (Received not postmarked)	April 20, 2017 <b>(Delivery In Person)</b> April 25, 2017 <b>(Noon)</b>
Last Day of Early Voting by personal appearance	May 02, 2017
Election Day	May 06, 2017
Canvass Election <b>(3<sup>rd</sup> to 11<sup>th</sup> day)</b> Issue Certificates of Election	May 09, 2017 <b>(Council Meeting)</b>
Oath of Office	May 15, 2017
Runoff Date <b>(Earliest Date)</b> <b>(TBD EV Tentative June 01 – June 09, 2015)</b>	June 17, 2017
Canvass Runoff <b>(8<sup>th</sup> – 11<sup>th</sup> day)</b>	June 20, 2017 <b>(Council Meeting)</b>
Oath of Office	July 3, 2017

## ELECCIÓN GENERAL DEL 6 DE MAYO DE 2017

Publicar el aviso no más tarde del 30mo día anterior al primer día para presentar la solicitud indicando dónde pueden obtenerse los formularios de solicitud y las fechas para presentar la solicitud	12 de diciembre de 2016 <b>(El último día para publicar es el 19 de diciembre de 2016)</b> <b>Publicar en tableros y en internet</b>
Paquetes para candidatos disponibles	3 de enero de 2017
Primer día para presentar la solicitud de un lugar en la boleta	18 de enero de 2017
Último día para presentar la solicitud de un lugar en la boleta.	17 de febrero de 2017
Último día para convocar una Elección General	17 de febrero de 2017 <b>(Asamblea del CM el 6 de febrero de 2017)</b>
Primer día para aceptar solicitudes de boletas para votar por correo	7 de marzo de 2017
Último día para registrarse para votar	6 de abril de 2017
Primer día de Votación Anticipada en persona	24 de abril de 2017
Último día para solicitar una boleta por correo (recibida, no fechada)	20 de abril de 2017 <b>(Entrega en persona)</b> 25 de abril de 2017 <b>(mediodía)</b>
Último día de votación anticipada en persona	2 de mayo de 2017
Día de Elección	6 de mayo de 2017
Escrutinio de la Elección <b>(3er al 11er día)</b> Expedición de Certificado de Elección	9 de mayo de 2017 <b>(Asamblea del Consejo)</b>
Juramento al cargo	15 de mayo de 2017
Fecha del desempate <b>(fecha más temprana)</b> <b>(A ser determinada; fecha tentativa de votación anticipada 1 de junio - 9 de junio de 2015)</b>	17 de junio de 2017
Escrutinio del desempate <b>(8vo – 11er día)</b>	20 de junio de 2017 <b>(Asamblea del Consejo)</b>
Juramento al cargo	3 de julio de 2017

**BUDGET SCHEDULE**

**TO:** City Manager, Council, & Dept. Heads  
**FROM:** Patricia Warren  
**DATE:** March 1, 2017  
**SUBJECT:** 2017-2018 Budget

**BUDGET SCHEDULE:**

- Personnel Allocations, Assets, Mission Statements & Capital Improvement Lists to Dept. Heads Wednesday, March 1, 2017
- Department Heads meet with City Manager (After meeting, City Manager gives sheets to accounting). Thursday, March 23, 2017
- Departmental Expense Work Sheets to Dept. Heads Monday, April 10, 2017
- Revenue work sheets to Patricia Monday, April 10, 2017
- Departmental expense sheets due back to accounting 8:00 a.m., Monday, April 17, 2017
- Dept. Head sessions with C.M. with all numbers Monday, May 1, 2017
- Changes, corrections & new totals 8:00 a.m., Wednesday, May 3, 2017
- Delivered to Council Thursday, June 1, 2017
- Council Meeting & Work session 5:30 p.m., Monday, June 5, 2017
- Council Meeting & work session Monday, July 3, 2017
- Council Meeting, schedule public hearing if proposed tax rate will exceed the rollback rate or the effective rate (whichever is lower). Monday, August 7, 2017
- Public Hearing on Taxes, First Reading on Budget, Utility Rates and Taxes Monday, August 14, 2017
- Second Public Hearing on Taxes Monday, August 21, 2017
- Public Hearing on Budget, Second Reading on Budget, Taxes & Utility Rates. Monday, August 28, 2017