

**AGENDA**  
**SNYDER CITY COUNCIL REGULAR MEETING**  
**JULY 11, 2016**  
**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 Special Council Meeting June 21, 2016.(Pages 1-3)

Documents:

[MIN160621.PDF](#)

2. Consider And Act On Approval Of The Minutes Of The Planning And Zoning Commission Meeting June 14, 2016.(Page 4)

Documents:

[MIN160614.PDF](#)

VI. NEW BUSINESS:

1. Consider And Act On 2016-2017 Budget.
2. Consider And Act On Approval Of Resolution R160711 Regarding Atmos Cities Steering Committee As Captioned Below:(Pages 5-10)

**A RESOLUTION AUTHORIZING CONTINUED PARTICIPATION WITH THE ATMOS CITIES STEERING COMMITTEE; AND AUTHORIZING THE PAYMENT OF TWO AND ONE-HALF CENTS PER CAPITA TO THE ATMOS CITIES STEERING COMMITTEE TO FUND REGULATORY AND RELATED ACTIVITIES RELATED TO ATMOS ENERGY CORPORATION.**

Documents:

[R160711.PDF](#)

3. Consider And Act On Approval On First Reading An Ordinance Repealing Ordinance No. 944 "The Building Code" As Captioned Below:(Pages 11-13)

**AN ORDINANCE OF THE CITY OF SNYDER, TEXAS; PROVIDING THAT ITS CODE OF ORDINANCES BE AMENDED, REPEALING ORDINANCE NO. 944 "THE BUILDING CODE" TO UPDATE VARIOUS SECTIONS OF CHAPTER 3, CODE OF ORDINANCES, TO ADOPT THE 2015 EDITION OF THE INTERNATIONAL BUILDING CODES BY PROVIDING THE MINIMUM ACCEPTABLE STANDARDS AND CONDITIONS ESSENTIAL TO THE SAFETY OF STRUCTURES ARE SAFE SANITARY AND FIT FOR HUMAN OCCUPANCY AND USE IN THE CITY; PROVIDING FOR THE ISSUANCE OF PERMITS AND THE COLLECTION OF FEES; REPEALING THE 2003 INTERNATIONAL BUILDING CODE AND ALL OTHER ORDINANCES AND SECTIONS OF THE ORDINANCES IN CONFLICT THEREWITH.**

Documents:

[BUILDING CODE ORDINANCE.PDF](#)

4. Consider And Act On Approval Of The Final Re-Plat Of The 28.059 Acre Tract, Section 124, Block 3, H&GN RR Company Survey Requested By Blake Fulenwider.
5. Consider And Act On Approval On First Reading An Ordinance Regarding Zone Case #364 Changing Lot 5, Block 16 Of The Bootheland-West Addition, Located At 211 N. Avenue T From A C-1 Commercial Zone To An R-3 General Residential Zone.(Pages 14-15)

Documents:

[211 N AVENUE T.PDF](#)

6. Consider And Act On Approval The Guidelines For Filming In Snyder.(Pages 16-23)

Documents:

[FILMING GUIDELINES .PDF](#)

7. Consider And Act On The Quarterly Investment Report For Quarter Ending June 30, 2016.(H/O)

VII. INFORMATION:

1. Monthly Personnel Report.(Page 24)

Documents:

[PERSONNEL 160711.PDF](#)

2. Budget Schedule.(Page 25)

Documents:

[SCHEDULE.PDF](#)

3. Next Regular Council Meeting Is August 1, 5:30 P.m.; Building Standards Commission Meeting Is August 1, 4:30 P.m.

VIII. ADJOURNMENT:

1. Consider Motion To Adjourn.

**MINUTES OF THE SPECIAL COUNCIL MEETING**

**CITY OF SNYDER**

**JUNE 21, 2016**

A Special 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

And the following absent:

Attorney for the City, Bryan Guymon

**ITEM I. INVOCATION:**

The invocation was given by Councilmember Tom Strayhorn.

**ITEM II. RECOGNIZE VISITORS:**

Mayor Tony Wofford recognized the following visitors:

Ben Barkley, Snyder Daily News; Dennis Westmoreland, Snyder.

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

No Discussion.

**ITEM IV. MINUTES:**

1. Councilmember Steve Rich made the motion to approve the minutes of the Special Council Meeting, June 3, 2016.

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 Regular Council Meeting, June 6, 2016.

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

Ayes: Councilmembers Rodney Dupree, Vernon Clay, Steve Rich, Steve Highfield and Tom Strayhorn.

Noes: None.

Abstain: Councilmember Luann Burleson.

3. Councilmember Steve Highfield made the motion to approve the minutes of the Building Standards Commission Meeting, June 6, 2016.

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

Ayes: Councilmembers Rodney Dupree, Vernon Clay, Steve Rich, Steve Highfield and Tom Strayhorn.  
Noes: None.  
Abstain: Councilmember Luann Burluson

**ITEM V. NEW BUSINESS:**

1. Councilmember Tom Strayhorn made the motion to table the 2016-2017 budget until the next scheduled council meeting.

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

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

2. Councilmember Rodney Dupree made the motion to table approval of a possible Bond Election for Street Improvements for \$6 million.

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

Ayes: Councilmembers Rodney Dupree, Steve Rich, Steve Highfield, Tom Strayhorn and Luann Burluson.  
Noes: Councilmember Vernon Clay.

3. Councilmember Luann Burluson made the motion to table approval of a possible Bond Election for new City Barn Facilities for \$1.5 million.

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

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

4. Councilmember Steve Highfield made the motion to table approval of a possible Bond Election for a new City Hall for \$3 million.

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

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

**ITEM VI. INFORMATION:**

1. Next Regular Council Meeting is July 11, 5:30 p.m.
2. Budget Schedule.
3. Projected Borrowing Analysis.

**ITEM VII. ADJOURNMENT:**

1. Councilmember Rodney Dupree made the motion to adjourn.

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

Snyder City Council  
Special Council Meeting  
June 21, 2016

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

The meeting was adjourned at 7:40 p.m.

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Mayor

ATTEST:

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City Secretary

Approved: July 11, 2016.

**MINUTES**  
**PLANNING AND ZONING COMMISSION MEETING**  
**June 14, 2016**

The Planning and Zoning Commission met Tuesday, June 14, 2016 at 5:45 p.m. in the City Hall with the following members present: Bob Martin, presiding, Don West, Keith Pitner, George Crowder, Bill Crist, John Lewis and Secretary Vick Chambers. Jimmy Nix was absent.

The only guest was Glen Brockenbush with the Snyder Daily News.

The minutes of the April 12, 2016, meeting were approved unanimously after a motion by Mr. Lewis, and a second by Mr. Crist.

The only item of business was to review Zone Case #364 a request by Ms. Beatrice Solis, to rezone 211 N. Ave. T from the present C-1 District to an R-3 General Residential District.

After a brief discussion, Mr. Crist motioned to approve the request. Mr. Lewis seconded and the motion passed unanimous.

The Commission Secretary provided updated information to the commission on the status of the Fulenweiler Plat.

Having no further business, the meeting adjourned upon a motion by Mr. Crowder with a second by Mr. West.

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Presiding Officer

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Commission Secretary

**RESOLUTION R160711**

**A RESOLUTION AUTHORIZING CONTINUED PARTICIPATION WITH THE ATMOS CITIES STEERING COMMITTEE; AND AUTHORIZING THE PAYMENT OF TWO AND ONE-HALF CENTS PER CAPITA TO THE ATMOS CITIES STEERING COMMITTEE TO FUND REGULATORY AND RELATED ACTIVITIES RELATED TO ATMOS ENERGY CORPORATION.**

- WHEREAS,** the City of Snyder is a regulatory authority under the Gas Utility Regulatory Act (GURA) and has exclusive original jurisdiction over the rates and services of Atmos Energy Corporation, Mid-Tex Division (Atmos) within the municipal boundaries of the city; and
- WHEREAS,** the Atmos Cities Steering Committee (ACSC) has historically intervened in Atmos rate proceedings and gas utility related rulemakings to protect the interests of municipalities and gas customers residing within municipal boundaries; and
- WHEREAS,** ACSC is participating in Railroad Commission dockets and projects, as well as court proceedings and legislative activities, affecting gas utility rates; and
- WHEREAS,** the City is a member of ACSC; and
- WHEREAS,** in order for ACSC to continue its participation in these activities which affects the provision of gas utility service and the rates to be charged, it must assess its members for such costs,

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SNYDER, TEXAS:**

**I.**

That the City is authorized to continue its membership with the Atmos Cities Steering Committee to protect the interests of the City of Snyder and protect the interests of the customers of Atmos Energy Corporation, Mid-Tex Division residing and conducting business within the City limits.

**II.**

The City is further authorized to pay its 2016 assessment to the ACSC in the amount of two and one-half cents (\$0.025) per capita.

**III.**

A copy of this Resolution and approved assessment fee payable to "*Atmos Cities Steering Committee*" shall be sent to:

David Barber  
Atmos Cities Steering Committee  
c/o Arlington City Attorney's Office, Mail Stop 63-0300  
101 S. Mesquite St., Suite 300  
Arlington, Texas 76010

**PASSED AND APPROVED** this 11<sup>th</sup> day of July, 2016.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Secretary

## **STAFF REPORT ON ASSESSMENT RESOLUTION FOR ATMOS CITIES STEERING COMMITTEE**

### **Purpose of the Resolution:**

Most municipalities have retained original jurisdiction over gas utility rates and services within municipal limits. The Atmos Cities Steering Committee (“ACSC”) is composed of municipalities in the service area of Atmos Energy Corporation, Mid-Tex Division regardless of whether original jurisdiction has been retained. Atmos is a monopoly provider of natural gas. Because Atmos has no competitors, regulation of the rates that it charges its customers is the only way that cities can ensure that natural gas rates are fair. Working as a coalition to review the rates charged by Atmos allows cities to accomplish more collectively than each city could do acting alone. Cities have more than 100 years experience in regulating natural gas rates in Texas.

ACSC is the largest coalition of cities served by Atmos Mid-Tex. There are 168 ACSC member cities, which represent more than 60 percent of the total load served by Atmos-Mid Tex. ACSC protects the authority of municipalities over the monopoly natural gas provider and defends the interests of residential and small commercial customers within the cities. Although many of the activities undertaken by ACSC are connected to rate cases (and therefore expenses are reimbursed by the utility), ACSC also undertakes additional activities on behalf of municipalities for which it needs funding support from its members.

### **The ACSC Membership Assessment Supports Important Activities:**

ACSC is actively involved in rate cases, appeals, rulemakings, and legislative efforts impacting the rates charged by Atmos within the City. These activities will continue throughout the calendar year. It is possible that additional efforts will be necessary on new issues that arise during the year, and it is important that ACSC be able to fund its participation on behalf of its member cities. A per capita assessment has historically been used, and is a fair method for the members to bear the burdens associated with the benefits received from that membership.

### **Explanation of Resolution Paragraphs:**

- I. This paragraph authorizes the continuation of the City’s membership in ACSC.
- II. This paragraph authorizes payment of the City’s assessment to the ACSC in the amount of five cents (\$0.025) per capita.
- III. This paragraph requires notification that the City has adopted the Resolution.

### **Payment of Assessment**

The assessment payment check should be made out to “*Atmos Cities Steering Committee*” and mailed to Brandi Stigler, Atmos Cities Steering Committee, c/o Arlington City Attorney’s Office, Mail Stop 63-0300, 101 S. Mesquite St., Suite 300, Arlington, Texas 76010.

## ACSC Cities (168 Total)

|                        |                      |                      |
|------------------------|----------------------|----------------------|
| Abilene                | Fairview             | Oak Leaf             |
| Addison                | Farmers Branch       | Ovilla               |
| Allen                  | Farmersville         | Palestine            |
| Alvarado               | Fate                 | Pantego              |
| Angus                  | Flower Mound         | Paris                |
| Anna                   | Forest Hill          | Parker               |
| Argyle                 | Fort Worth           | Pecan Hill           |
| Arlington              | Frisco               | Petrolia             |
| Aubrey                 | Frost                | Plano                |
| Azle                   | Gainesville          | Ponder               |
| Bedford                | Garland              | Pottsboro            |
| Bellmead               | Garrett              | Prosper              |
| Benbrook               | Grand Prairie        | Quitman              |
| Beverly Hills          | Grapevine            | Red Oak              |
| Blossom                | Groesbeck            | Reno (Parker County) |
| Blue Ridge             | Haltom City          | Rhome                |
| Bowie                  | Harker Heights       | Richardson           |
| Boyd                   | Haskell              | Richland             |
| Bridgeport             | Haslet               | Richland Hills       |
| Brownwood              | Hewitt               | River Oaks           |
| Buffalo                | Highland Park        | Roanoke              |
| Burkburnett            | Highland Village     | Robinson             |
| Burleson               | Honey Grove          | Rockwall             |
| Caddo Mills            | Hurst                | Roscoe               |
| Canton                 | Hutto                | Rowlett              |
| Carrollton             | Iowa Park            | Royse City           |
| Cedar Hill             | Irving               | Sachse               |
| Celeste                | Justin               | Saginaw              |
| Celina                 | Kaufman              | Sansom Park          |
| Centerville            | Keene                | Seagoville           |
| Cisco                  | Keller               | Sherman              |
| Clarksville            | Kemp                 | Snyder               |
| Cleburne               | Kennedale            | Southlake            |
| Clyde                  | Kerens               | Springtown           |
| College Station        | Kerrville            | Stamford             |
| Colleyville            | Killeen              | Stephenville         |
| Colorado City          | Krum                 | Sulphur Springs      |
| Comanche               | Lakeside             | Sweetwater           |
| Commerce               | Lake Worth           | Temple               |
| Coolidge               | Lancaster            | Terrell              |
| Coppell                | Lewisville           | The Colony           |
| Copperas Cove          | Lincoln Park         | Trophy Club          |
| Corinth                | Little Elm           | Tyler                |
| Corral City            | Lorena               | University Park      |
| Crandall               | Madisonville         | Venus                |
| Crowley                | Malakoff             | Vernon               |
| Dalworthington Gardens | Mansfield            | Waco                 |
| Denison                | McKinney             | Watauga              |
| DeSoto                 | Melissa              | Waxahachie           |
| Duncanville            | Mesquite             | Westlake             |
| Eastland               | Midlothian           | Westover Hills       |
| Edgecliff Village      | Murphy               | Whitesboro           |
| Emory                  | Newark               | White Settlement     |
| Ennis                  | Nocona               | Wichita Falls        |
| Eules                  | North Richland Hills | Woodway              |
| Everman                | Northlake            | Wylie                |

# 2015 Year in Review

## 84th Regular Legislative Session



Texas' 84th Regular Legislative Session was a major event for Atmos Cities Steering Committee ("ACSC") in 2015. From January through June, ACSC representatives played a large role at the Capitol advocating for consumers on utility issues, which as usual, received significant attention from lobbyists and legislators. Approximately 120 utility-related bills were filed this session and ACSC was active on many of them. Like most sessions, there were disappointments and accomplishments, but overall, ACSC is pleased no major utility legislation negatively impacting cities' interests was adopted. This is particularly satisfying given the attacks on municipalities raised in other areas throughout the session.

Despite favorable hearings and committee approval, the powerful utility lobby ultimately prevented one of ACSC's bills from passing, Rep. Jim Keffer's (R – Eastland) Railroad Commission ("RRC") system-wide bill (HB 3749). This bill would have helped preserve the

ability of cities to protect their citizens' interests in gas utility cases by requiring reasonable rate case expenses to be collected equally from all the utility's customers irrespective of their geographical location. It was supported by consumer and city groups, but failed to emerge from the Texas House.

ACSC also actively opposed and successfully prevented some legislation from adoption. House Resolution 3425, would have delayed for several years an intensive review of the RRC, which is the state agency that oversees gas utility rates. The resolution emerged unexpectedly during the waning days of the session, passed in the Senate, but then died in the House. Its death came as good news to several lawmakers, consumer groups and city coalitions – each of whom have called for agency reform. This last-minute resolution would have delayed the Sunset review of the Commission for another eight years.

ACSC is now beginning work for the 2017 legislative session. During the interim, ACSC representatives will continue to meet with legislators and legislative staff to educate them on utility issues, provide information and recommendations to the Sunset Advisory Commission for its RRC review and engage with stakeholders to identify additional needs.

## Atmos Rate Review Mechanisms

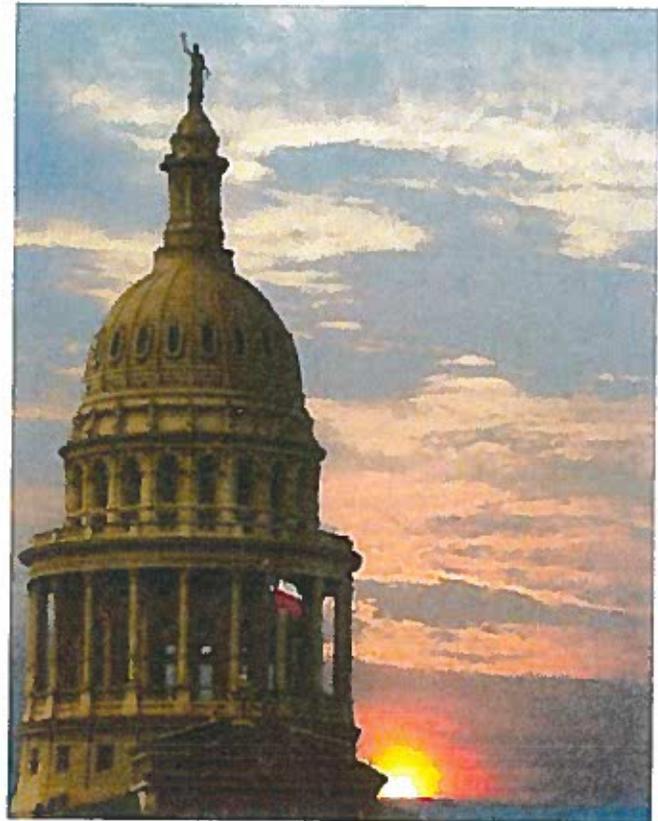
Last year, ACSC settled Atmos Energy MidTex Division's two most recent Rate Review Mechanism ("RRM") cases. The Proposal for Decision in the 2014 Atmos Energy Corporation MidTex Division RRM case was issued on April 29, 2015 over a year after the initial filing. While the 2014 RRM was still pending, Atmos filed its 2015 RRM in February 2015. After the 2014 decision was issued, and considering the 2015 RRM filing, the ACSC Executive Committee approved a settlement agreement resolving the 2014 and 2015 RRM cases together. The 2015 RRM filing saved cities about \$15 million over a Gas Reliability Infrastructure filing. The new rates were effective June 1. Atmos Energy MidTex Division will file its 2016 RRM by March 1, 2016 which ACSC will also participate in.

Atmos Energy West Texas Division filed an RRM on December 1, 2015, to increase rates by 4.72% with gas cost. The proposed effective date for the new rates is March 15, 2016.



## RRC Sunset Review Begins

The Railroad Commission's review by the Texas Sunset Commission for the 2017 legislative session began in 2015. The RRC submitted its self-evaluation report detailing the agency's function, organization, and programs along with an internal audit report in September. The Sunset Commission then sought information from stakeholders on how the RRC can be improved through a public questionnaire on its website. City advocates recommended renaming the RRC to more accurately reflect its mission and transferring gas utility ratemaking authority to the PUC. City advocates also suggested gas utility cases be adjudicated by the State Office of Administrative Hearings and that the RRC allocate rate case expenses on a system-wide basis. The Sunset Advisory Commission will issue a report in late April regarding information collected from stakeholders and the Sunset Commission's recommendations to improve the agency.



### 2016 Officers

At the December meeting, ACSC members approved the budget and elected the following officers for 2016:

*Co-chairs*—Odis Dolton (Abilene) & Jennifer Richie (Waco)

*Vice-Chair and Secretary*—Joel Welch (Ennis)

*Treasurer*—David Barber (Arlington)

### 2016 ACSC Meetings

March 10

May 12

August 11

December 8

### Questions?

For questions or concerns regarding any ACSC matter or communication, please contact the following representatives, who will be happy to provide assistance:

**Geoffrey Gay**  
512-322-5875  
ggay@lglawfirm.com

**Thomas Brocato**  
512-322-5857  
tbrocato@lglawfirm.com

**Lloyd Gosselink**  
ATTORNEYS AT LAW

Lloyd Gosselink Rochelle and Townsend, P.C.  
816 Congress Avenue Suite 1900  
Austin, Texas 78701

ORDINANCE NO. \_\_\_\_

**AN ORDINANCE OF THE CITY OF SNYDER, TEXAS; PROVIDING THAT ITS CODE OF ORDINANCES BE AMENDED, REPEALING ORDINANCE NO. 944 "THE BUILDING CODE" TO UPDATE VARIOUS SECTIONS OF CHAPTER 3, CODE OF ORDINANCES, TO ADOPT THE 2015 EDITION OF THE INTERNATIONAL BUILDING CODES BY PROVIDING THE MINIMUM ACCEPTABLE STANDARDS AND CONDITIONS ESSENTIAL TO THE SAFETY OF STRUCTURES ARE SAFE SANITARY AND FIT FOR HUMAN OCCUPANCY AND USE IN THE CITY; PROVIDING FOR THE ISSUANCE OF PERMITS AND THE COLLECTION OF FEES; REPEALING THE 2003 INTERNATIONAL BUILDING CODE AND ALL OTHER ORDINANCES AND SECTIONS OF THE ORDINANCES IN CONFLICT THEREWITH.**

**WHEREAS**, recognized building standards, building materials, and construction methods are regularly modified and evolve from time to time; and

**WHEREAS**, the City has not adopted new standards since 2006, and

**WHEREAS**, the City Council of the City of Snyder finds the modifications to be reasonable and beneficial to the general health, safety and welfare of the citizens of Snyder;

**NOW THEREFORE, BE IT ORDAINED** by the City Council of the City of Snyder, Texas that certain sections of Chapter 3 of the Snyder Code of Ordinance, shall be revised and Ordinance Number 944 is repealed to incorporate the following changes in this Ordinance

SECTION I

Part 1

ARTICLE 3.02 TECHNICAL AND CONSTRUCTION CODES AND STANDARDS

3.02.001 The Building Code is applicable to any and all structures with a floor area greater than 200 square feet, and intended for permanent human occupancy and use. Exempted from this regulation are single family manufactured homes, and mobile homes, which are limited to the R-3 General Residential District.

3.02.002 This Ordinance specifically prohibits the utilization of Recreational Vehicles including, but not limited to Motor Homes, Fifth Wheels, Travel Trailers, or any other portable living facilities to be occupied as a primary human habitation.

**Enactment.** The Code of Ordinances, City of Snyder, Texas, is hereby amended to read in accordance with that certain document on file in the offices of the Planning and Zoning Department and commonly known in the building trade as the International Building Code, 2015 edition, including Appendix Chapters B, C, D, G, J hereto and incorporated into this Ordinance for all intents and purposes. The following Sections and Appendices of the Code shall be specifically excluded from this Ordinance, Section 101.4.4 , 103, Appendix Chapters A, E, F, H, I, J, K, L, & M.

This Ordinance shall include the following supplemental codes to be included in the adoption of the IBC

1. 2015 International Residential Code for One and Two Family Dwellings, with exceptions as noted.
2. 2015 International Plumbing Code, with exceptions as noted.
3. 2015 International Mechanical Code, with exceptions as noted.
4. 2015 International Fuel Gas Code, with exceptions as noted.
5. National Electrical Code 2014, with exceptions as noted.

## ARTICLE 3.07 MOBILE AND MANUFACTURED HOMES

### Sec. 3.07.001 Definitions

Mobile Homes shall be defined as a single family residential structure, with a fabricated date not exceeding eight years previously to the date of the building permit application, fabricated entirely within a recognized manufacturing facility, complete with a chassis integrated to the structural framing for the purpose of transporting the structure to a customer's desired location. This definition specifically excludes Self Propelled Recreational Vehicles, Motor Homes, Bumper Pull Camper Trailers, Fifth Wheels, Factory Manufactured Utility Buildings, Cottages, and Cabins etc.

Manufactured Homes shall be defined as a single family residential structure, with a fabricated date not exceeding eight years previously to the date of the building permit application, the structure shall be fabricated in accordance with the Texas Occupations Code, Chapter 1201. Manufactured Housing, and have an affixed marking indicating compliance with the manufactured housing regulation.

Industrialized Housing shall be defined as a single family residential structure, manufactured under the authority of The Texas Occupations Code, Chapter 1202. Structures permitted under this provision shall have all modules or modular components affixed an approved decal or insignia used to certify compliance with the Texas Industrialized Buildings statute.

#### Part 2

The following sections are hereby revised:  
Section 101.1 The City of Snyder  
Section 1612.3 The City of Snyder  
Section 1612.3 August 1, 2016

#### Part 3

That Ordinance # 944, "The Building Code" and any and all subsequent amendments be exclusively repealed.

### SECTION II

**Severability.** The provisions of this ordinance are declared to be severable. If any section, sentence, clause or phrase of the ordinance shall for any reason be held to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining sections, sentences, clauses, and phrases of this ordinance, but they shall remain in full force and effect; it being the legislative intent that this ordinance shall remain in effect notwithstanding the validity of any part.

### SECTION III

**Effective Date.** This Ordinance shall take effect immediately upon its adoption by the City Council and publication as may be required by governing law.

### SECTION IV

**Open Meetings.** It is hereby officially found and determined that the meeting at which this Ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the *Open Meetings Act, Chapter 551, Gov't. Code.*

### SECTION V

**Provisions Cumulative.** All other terms and provisions of the Snyder Code of Ordinances not in conflict herewith and not hereby amended shall remain in full force and effect. The passage of this Ordinance shall repeal any wording of any existing ordinance that is in conflict with the wording of this Ordinance.

**PASSED AND APPROVED** on first reading this 11<sup>th</sup> day of July, 2016.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Secretary

**PASSED AND ADOPTED** on second reading this 1<sup>st</sup> day of August, 2016.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Secretary

**MEMORANDUM**

**TO: City Manager and City Council**  
**FROM: Vick Chambers, Zoning Administrator**  
**DATE: June 16, 2014**



**RE: Zone Case #364**

The applicant is requesting the zone change to move in a single family residence at 211 N. Ave T. This property is adjacent (common with the rear property line) to the R-3 District recently zoned by Mr. Rickey Williams on the North side of Moncrief Street.

The Planning and Zoning Commission recommended the request be granted, there were six neighbors receiving letters and no comments regarding the request were received.

**ORDINANCE NO. \_\_\_\_**

**WHEREAS**, by comprehensive Zoning Ordinance No. 979, and subsequent amendments passed by the City of Snyder, Lot 5, Block 16 of the Bootheland-West Addition located at 211 N. Avenue T was placed in an C-1 Commercial Zone; and

**WHEREAS**, the owner of the property did make application to the City Planning and Zoning Commission for a zone change to change the property from the C-1 Commercial Zone to an R-3 General Residential Zone; and

**WHEREAS**, the Planning and Zoning Commission reviewed and considered Zone Case #364 and recommended the City of Snyder grant the request; and

**WHEREAS**, the procedures under the City of Snyder Zoning Ordinance that are required before a zone change can be considered have been complied with by the owners of said property, the Planning and Zoning Commission, and the City Council of the City of Snyder;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SNYDER, TEXAS;**

**THAT**, Lot 5, Block 16 of the Bootheland-West Addition located at 211 N. Avenue T, be subject and controlled as an R-3 General Residential District.

**PASSED AND APPROVED** on first reading this 11<sup>th</sup> day of July, 2016.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Secretary

**PASSED AND ADOPTED** on second reading this 1<sup>st</sup> day of August, 2016.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Secretary

## Guidelines for Filming in Snyder, Texas

I. Purpose

II. City Control/City Manager Authority

III. Permit Requirements and Fees

IV. Application Fee

V. Use of City Equipment and Personnel

VI. Use of City-Owned Real Estate

VII. Vehicles and Equipment

VIII. Hours of Filming

IX. Notification of Neighbors

X. Certificate of Insurance

XI. Damage to Public or Private Property

XII. Hold Harmless Agreement

# Guidelines for Filming in Snyder, Texas

## I. PURPOSE

The Guidelines contained in this policy are intended to create a program for promoting economic development activity within **Snyder** and the vicinity of the City. The following Guidelines are also intended to protect the personal and property rights of **Snyder**, Texas residents and businesses, and to promote the public health, safety and welfare. The City Manager reserves the right to impose additional regulations in the interest of public health, safety and welfare, or if otherwise deemed appropriate by the City Manager.

These Guidelines cover requests for commercial use of City-owned property (including but not limited to streets, rights-of-way, parks, and/or public buildings), commercial use of private property which may affect adjacent public or private property, and the use of City equipment and personnel in all types of motion picture production, including, but not limited to, feature films, television programs, commercials, music videos and corporate films.

## II. CITY CONTROL/CITY MANAGER AUTHORITY

The City Manager may authorize the use of any street, right-of-way, park, or public building, equipment or personnel for commercial uses in the filming or taping of movies, television programs, commercials, or training films and related activities. In conjunction with these uses, the City Manager may require that any or all of the conditions and/or remuneration herein and as specified on the application be met as a prerequisite to that use.

The Applicant agrees that the **City of Snyder** shall have exclusive authority to grant the Applicant the use of public streets, rights-of-way, parks and public buildings of the City, as well as authority to regulate the hours of production and the general location of the production. The City reserves the full and absolute right to prohibit all filming or to order cessation of filming in order to promote the public health, safety or welfare.

The Applicant shall allow City departments (e.g., Police, Fire, Building) to inspect all structures, property, devices and equipment to be used in connection with the filming and taping, as deemed appropriate by the City Manager.

## III. PERMIT REQUIREMENTS

Before filing an application for filming in **Snyder**, the Office of the City Manager must be contacted to discuss the production's specific filming requirements and the feasibility of filming in **Snyder, TX**.

Any commercial producer who desires to undertake a commercial production in **Snyder** is required to complete and return the attached application for filming to the Office of the City Manager, within the time frames below:

- **Commercials or episodic television:** a minimum of two (2) business days prior to the commencement of filming or any substantial activity related to the project.
- **Feature films:** a minimum of five (5) business days prior to the commencement of filming or any substantial activity related to the project.

## IV. APPLICATION FEE

An application processing fee of \$25.00 should accompany each application for filming in **Snyder, Texas**.

The City Manager may waive this fee upon proof of an organization's non-profit status or for any other reason deemed appropriate by the City Manager.

## V. USE OF CITY EQUIPMENT AND PERSONNEL

The Applicant shall pay for all costs of any Police, Fire, Public Works, or other City personnel assigned to the project (whether or not specifically requested by the production). Remuneration rates for the use of any City equipment, including police cars and fire equipment, will be established on a case-by-case basis as determined by the City Manager. The Applicant shall pay all costs in full within ten (10) days after

receipt of an invoice for said costs. The City Manager may, at his/her discretion, require an advance deposit for all costs related City personnel and/or the use of City equipment.

The City Manager, in consultation with the Chief of Police and/or Fire Chief, shall have the authority to stipulate additional fire or police requirements and level of staffing for same, at any time during a film project if it is determined to be in the best interest of public health, safety and welfare, which cost shall be borne entirely by the Applicant.

Off-duty police officers and firefighters shall be paid by the production company at a rate no less than one and one-half times their hourly rate.

**VI. USE OF CITY-OWNED REAL ESTATE**

The City Manager may authorize the use of any street, right-of-way, park or public building, use of Snyder, Texas name, trademark or logo and/or use of City equipment and/or personnel for commercial uses in motion picture production. In conjunction with these uses, the City Manager may require that any or all of the conditions and/or remuneration as specified herein and on the application be met as a prerequisite to that use. A security or damage deposit may be required within the discretion of the City Manager.

The Applicant shall reimburse the City for inconveniences when using public property. Following is the rate schedule:

| <u>Activity</u>  | <u>Cost per calendar day</u><br>maximum of 12 hours/day |
|--|---|
| Total or disruptive use (regular operating hours) of a public building, park, right-of-way, or public area   | \$500 per day   |
| Partial, non-disruptive use of a public building, park, right-of-way, or public area   | \$250 per day   |
| Total closure or obstruction of public street or right-of-way, including parking lots and on-street parking  | \$50 per block, per day                                 |
| Partial closure or obstruction of public street or right-of-way, including parking lots and on-street parking  | \$25 per block, per day                                 |
| Use of City parking lots, parking areas, and City streets (for the purpose of parking film trailers, buses, catering trucks, and other large vehicles) | \$50 per block or lot, per day                          |

The Applicant acknowledges and agrees that the City of Snyder, Texas, possesses and retains exclusive authority to grant the Applicant a revocable license for the use of its name, trademark, and logo, public streets, rights-of-way, parks and buildings of the City as well as control over the hours of production and the general location of the production. The City reserves the full and absolute right to prohibit all filming or to order cessation of filming activity in order to promote the public health, safety and/or welfare.

**VII. VEHICLES AND EQUIPMENT**

The Applicant shall provide a report listing the number of vehicles and types of equipment to be used during the filming, including proposed hours of use and proposed parking locations. Such locations will need to be specifically approved by the City Manager. On-street parking or use of public parking lots is subject to City approval.

The use of exterior lighting, power generators, or any other noise- or light-producing equipment requires

on-site approval of the City Manager.

**VIII. HOURS OF FILMING**

Unless express written permission has been obtained from the City Manager in advance, and affected property owners, tenants and residents have been notified, filming will be limited to the following hours:

- Monday through Friday: 7:00 a.m. to 9:00 p.m.
- Saturday, Sunday and holidays: 8:00 a.m. to 8:00 p.m.

**IX. NOTIFICATION OF NEIGHBORS**

The Applicant shall provide a short written description, approved by the City Manager, of the schedule for the proposed production to the owners, tenants and residents of each property in the affected neighborhood(s). The Applicant, or his or her designee, shall make a good faith effort to notify each owner, tenant and resident of all such property, and shall submit, as part of this application, a report noting owners, tenants and/or residents' comments, along with their signatures, addresses and phone numbers. Based upon this community feedback, and other appropriate factors considered by the City Manager, the City Manager may grant or deny the filming application.

**X. CERTIFICATE OF INSURANCE**

The Applicant shall attach a valid certificate of insurance, issued by a company authorized to conduct business in the state of Texas, naming the City of **Snyder** and its agents, officers, elected officials, employees and assigns, as additional insured, in an amount not less than \$1,000,000 general liability, including bodily injury and property damage with a \$5,000,000 umbrella; and automobile liability (if applicable) in an amount not less than \$1,000,000 including bodily injury and property damage.

**XI. DAMAGE TO PUBLIC OR PRIVATE PROPERTY**

The Applicant shall pay in full, within ten (10) days of receipt of an invoice, the costs of repair for any and all damage to public or private property, resulting from or in connection with, the production, and restore the property to its original condition prior to the production, or to better than original condition.

**XII. HOLD HARMLESS AGREEMENT**

The Applicant shall sign the following Hold Harmless Agreement holding the City harmless from any claim that may arise from their use of designated public property, right-of-way, or equipment in conjunction with the permitted use:

*I certify that I represent the firm which will be performing the filming/taping at the locations specified on the attached permit application. I further certify that I and my firm will perform in accordance with the directions and specifications of The **City of Snyder, Texas**, and that I and my firm will indemnify and hold harmless the **City of Snyder, Texas** and its elected officials, officers, servants, employees, successors, agents, departments and assigns from any and all losses, damages, expenses, costs and/or claims of every nature and kind arising out of or in connection with the filming/taping and other related activities engaged in pursuant to this Application.*

*I further certify that the information provided on this Application is true and correct to the best of my knowledge, and that I possess the authority to sign this and other contracts and agreements with the **City of Snyder, Texas** on behalf of the firm.*

Signed: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**THE CITY OF SNYDER, TX**

**Application for Commercial Filming**

Title of project

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Type of production (feature film, television production, commercial, corporate, music video, etc.)

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Proposed Filming Locations (attach additional pages if necessary)

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Date(s) of prep/filming

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**Primary Contact**

Name

Cell phone

Email

**Location Manager (if different from Primary Contact)**

Name

Cell phone

Email

**Production Company Information**

Name of Production Company

Address

City/State/Zip

Web Site

Primary Contact's Name

Primary Contact's Phone

Primary Contact's Email

Is this production already in contact with the Texas Film Commission? \_\_\_\_\_

If yes, who is your contact at the Texas Film Commission?

Name

Phone

Email

**PRODUCTION** (*Attach additional sheets if necessary.*)

1. Production schedule and activities, including stunts, pyrotechnics, special effects, aerial photography, amplified sound or use of animals: (Give dates and times and rain dates. Hours should include set-up, holding of sets and restoration.)

2. Approximate number of persons involved with the production, including cast and crew:

3. Anticipated need of City personnel, equipment or property:

4. Public areas in which public access will be restricted during production:

5. Describe alterations to public property:

6. Number and type of production vehicles to be used and location(s) where vehicles will be parked:

7. Location where crew will be fed, if not at filming location:

8. Location where extras will be held, if not at filming location:

9. Please attach map of anticipated street closure(s) or other public area use.

Applicant (production company representative):

\_\_\_\_\_ Date: \_\_\_\_\_

Name

\_\_\_\_\_

Title

Application approved by **Snyder** representative:

\_\_\_\_\_ Date: \_\_\_\_\_

***The "Guidelines for Filming in Snyder, Texas" apply to all motion picture production in Snyder, Texas.***

*The Office of the City Manager may require the applicant to acknowledge receipt of the Guidelines prior to approving this application.*



## BUDGET SCHEDULE

**TO:** City Manager, Council, & Dept. Heads  
**FROM:** Patricia Warren  
**DATE:** March 2, 2015  
**SUBJECT:** 2016-2017 Budget

### BUDGET SCHEDULE:

- Personnel Allocations, Assets, Mission Statements & Capital Improvement Lists to Dept. Heads Wednesday, March 2, 2016
- Department Heads meet with City Manager (After meeting, City Manager gives sheets to accounting). Monday, March 21, 2016
- Departmental Expense Work Sheets to Dept. Heads Monday, April 11, 2016
- Revenue work sheets to Patricia Monday, April 11, 2016
- Departmental expense sheets due back to accounting 8:00 a.m., Monday, April 18, 2016
- Dept. Head sessions with C.M. with all numbers Friday, April 29, 2016
- Changes, corrections & new totals 8:00 a.m., Wednesday, May 4, 2016
- Tour City Facilities 12:00 p.m., Monday, May 23, 2016
- Delivered to Council Wednesday, June 1, 2016
- Council Meeting & Work session 5:30 p.m., Monday, June 6, 2016
- Council Meeting & work session Monday, July 11, 2016
- Council Meeting, schedule public hearing if proposed tax rate will exceed the rollback rate or the effective rate (whichever is lower). Monday, August 1, 2016
- Public Hearing on Taxes, First Reading on Budget, Utility Rates and Taxes Monday, August 8, 2016
- Second Public Hearing on Taxes Monday, August 15, 2016
- Public Hearing on Budget, Second Reading on Budget, Taxes & Utility Rates. Monday, August 22, 2016