

AGENDA
SNYDER CITY COUNCIL REGULAR MEETING
AUGUST 7, 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/CITIZENS FORUM:

V. MINUTES:

1. Consider And Act On Approval The Corrected Minutes Of The Planning And Zoning Commission Meeting, May 16, 2017.(Pages 1-2)

Documents:

[170516MINPZ.PDF](#)

2. Consider And Act On Approval Of The Minutes Of The Regular Council Meeting, July 3, 2017. (Pages 3-5)

Documents:

[MIN170703.PDF](#)

3. Consider And Act On Approval Of The Minutes Of The Building Standards Commission Meeting, July 3, 2017.(Page 6)

Documents:

[MIN170703BSC.PDF](#)

4. Consider And Act On Approval Of The Minutes Of The Planning And Zoning Commission Meeting, July 11, 2017.(Page 7)

Documents:

[MIN170711PZ.PDF](#)

VI. OLD BUSINESS:

1. Consider And Act On Adoption On Second Reading Ordinance No. 2052 Establishing A “Through Traffic Corridor” And Establishing Regulations And Requirements Pursuant To Building Design And Store Front Specifications As Captioned Below:(Pages 8-11)

AN ORDINANCE ESTABLISHING A “THROUGH TRAFFIC CORRIDOR”, DEFINING THE BOUNDARIES, ESTABLISHING REGULATIONS AND REQUIREMENTS PURSUANT TO BUILDING DESIGN AND STORE FRONT SPECIFICATIONS FOR COMMERCIAL AND RETAIL BUILDINGS CONSTRUCTED WITHIN THE THROUGH TRAFFIC CORRIDOR; ESTABLISHING BUILDING STOREFRONT REQUIREMENTS, LANDSCAPING REQUIREMENTS, AS WELL AS PROPERTY MAINTENANCE STANDARDS FOR ALL PROPERTIES WITHIN THE THROUGH TRAFFIC CORRIDOR, PROVIDING EXEMPTIONS FOR MANUFACTURING AND INDUSTRIAL BUILDINGS, PROVIDING PENALTIES FOR VIOLATIONS, PROVIDING FOR AN EFFECTIVE DATE AND PUBLICATION.

Documents:

[ORD2052.PDF](#)

VII. NEW BUSINESS:

1. Consider And Act On 2017-2018 Budget.
2. Consider And Act On Voting To Propose A Tax Rate.(H/O)
3. Consider And Act On Approval Of Resolution R170807A Repealing The Nepotism Provisions In Section 1.4 Of The City's Personnel Policies And Instead Opting For Use Of The State Nepotism Law As Captioned Below:(Page 12)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SNYDER, TEXAS: PROVIDING FOR REPEAL OF CURRENT NEPOTISM POLICY PROVIDED FOR IN SECTION 1.4 OF THE CITY OF SNYDER PERSONNEL POLICIES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING SAVINGS CLAUSE AND EFFECTIVE DATE.

Documents:

[R170807A.PDF](#)

4. Consider And Act On Approval Of Resolution R170807B Adopting A Policy And Process For Citizen Complaints Against City Employees As Captioned Below:(Pages 13-15)

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SNYDER, TEXAS:
PROVIDING FOR A CITIZEN COMPLAINT POLICY AND PROCEDURE FOR
COMPLAINTS AGAINST CITY EMPLOYEES; SEVERABILITY CLAUSE; PROVIDING
SAVINGS CLAUSE AND EFFECTIVE DATE.**

Documents:

[R170807B.PDF](#)

5. Consider And Act On Approval On First Reading An Ordinance Regarding Zone Case #366 Changing Lot 1 Block 14 Of The Scarborough Addition, Located At 2200 Avenue T From An M-1 Manufacturing Zone To An R-3 General Residential Zone.(Pages 16-19)

Documents:

[ZONE CASE 366.PDF](#)

6. Consider And Act On Scheduling The First Public Hearing On A Tax Increase For Monday, August 14, 5:30 P.m. And The Second Public Hearing On Monday, August 21, 5:30 P.m., If Necessary.
7. Consider And Act On The Quarterly Investment Report For Quarter Ending June 30, 2017.(Pages 20-21)

Documents:

[JUNE 2017 INVESTMENT REPORT.PDF](#)

VIII. INFORMATION:

1. Monthly Personnel Report.(Pages 22-24)

Documents:

[170807 PERSONNEL REPORT.PDF](#)

2. Next Special Council Meeting Is August 14, 5:30 P.m. For Public Hearing On Taxes, (If Necessary) And First Reading On Budget, Utility Rates And Taxes.
3. Special Council Meeting August 21, 5:30 P.m. For Second Public Hearing On Taxes. (If Necessary)
4. Special Council Meeting August 28, 5:30 P.m. Public Hearing On Budget, Second Reading On Budget, Utility Rates And Taxes.

IX. ADJOURNMENT:

1. Consider Motion To Adjourn.

MINUTES
PLANNING AND ZONING COMMISSION MEETING
May 16, 2017

The Planning and Zoning Commission met Tuesday, May 16, 2017 at 5:45 p.m. in the City Hall with the following members present: Bob Martin presiding, Keith Pitner, George Crowder, Bill Crist, Jimmy Nix, new commissioner Henry Ramos and Secretary Vick Chambers. Don West was absent.

Guest attending the meeting were Bonnie Nussey, Gayle Summers, Eddie Williams, Dan Hicks and, Steve Reagan with the Snyder Daily News.

The minutes of the October 18, 2016, meeting were approved unanimously after a motion by Mr. Crist, and a second by Mr. Nix.

The first item of business was to review proposed amendments to the zoning regulations submitted by the Zoning Review Sub-committee appointed by the Mayor.

In the matter of altering the definition of Spot Zoning, Mr. Crist motioned to re-define Spot Zoning and adding an exception to allow limited commercial developments in the residential district, Mr. Pitner Seconded and the motion passed unanimously to add the exception provided each request shall be subject to the requirements of Chapter 14, Section 18, Amendments of the Snyder Code of Ordinances.

In the matter of removing the definition of Strip Zoning, the board voted unanimously to remove the Strip Zoning reference. Motioned by Mr. Crist and seconded by Mr. Crowder.

In the matter of allowing Multiple Dwelling Units (not to exceed six units) to be developed in an R-1 District to be developed provided a Public Hearing and Council Approval as directed by Chapter 14, Section 18, Amendments of the Snyder Code of Ordinances. A motion by Mr. Crist and a second by Mr. Pitner, the motion was approved unanimously.

In the matter of allowing Multiple Dwelling Units (not to exceed six units) to be developed in an R-2 District to be developed and requiring a Public Hearing and Council Approval as directed by Chapter 14, Section 18, Amendments of the Snyder Code of Ordinances on developments greater than six nits. A motion by Mr. Crist and a second by Mr. Crowder, the motion was unanimously approved.

In the matter of allowing Single story and two story Multiple Dwelling Units (not to exceed six units) to be developed in an R-3 District as allowed in the R-2 requirements. A motion by Mr. Crist and a second by Mr. Crowder, the motion was approved unanimous.

The commissioners recommended standard guidelines to assist in the development of town home and garden home guidelines to be established.

The commissioners recommended to not make any suggested changes regarding residential occupancy within the C-1 Commercial District.

In the matter of allowing Residential Occupancy, Conversions of existing structures, construction of new residential structures within the C-2 Commercial District, the commissioners established requirements and restrictions as noted. Residential occupancy of a single story commercial structure shall not exceed 25% of the total area of the commercial structure and shall be secondary to a commercial enterprise. All Residential conversion shall be allowed on the second floor, no conversions shall be permitted as a part of the ground floor. Residential conversions shall be subject to the multi-family construction code, life safety code and fire protection requirements. ALL residential conversions shall have an exterior independent means of access from the street level, as well as emergency egress to the exterior of the building terminating at the street level. The motion by Mr. Crist passed five for and one against after a second by Mr. Nix.

In the matter of allowing a residential structure in the M-1 and M-2 Districts the commissioners agreed with the following restrictions. Site build or industrial manufactured homes with a maximum of one thousand square feet of living area. The commissioners voted unanimous for the change after a motion by Mr. Crist and a second by Mr. Nix.

The final order of business was to review and consider the creation and adopting the following additions to the zoning regulation:

The commissioners rejected the consideration of adding aesthetic requirements, establishing a through traffic corridor, and minimum landscaping requirements. The commissioners were sensitive to excessive ruling, discouraging new construction, and undue burdens to commercial enterprises.

The commissioners accepted the consideration of adopting a property maintenance ordinance as well as revisions to the carport regulations and outdoor advertising (billboards) restrictions.

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

Presiding Officer

Commission Secretary

MINUTES OF THE REGULAR COUNCIL MEETING

CITY OF SNYDER

JULY 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 Ben Martin
Councilmember Vernon Clay
Councilmember Steve Rich
Councilmember Steve Highfield
Councilmember Tom Strayhorn
Attorney for the City, Bryan Guymon

And the following absent:

Councilmember Luann Burleosn

ITEM I. INVOCATION:

The invocation was given by Steve Highfield.

ITEM II. NON-ACTION ITEMS:

1. Mayor Tony Wofford signed Statement of Officer and Certificate of Election.
2. Mayor Tony Wofford stated the Oath of Office.

ITEM III. RECOGNIZE EMPLOYEE OF THE MONTH:

Mayor Tony Wofford recognized Whitney Merket as employee of the month.

ITEM IV. RECOGNIZE VISITORS:

Mayor Tony Wofford recognized the following visitors:

Bill Crist, Snyder Daily News; Bill Lavers, Development Corporation of Snyder; Edgar Williams, Snyder; Linda Williams, Snyder; Bob Martin, Snyder; Jimmy Nix, Snyder; Sterling Williams, Snyder; Whitney Merket, Snyder; Kathy Wofford, Snyder; Sharika Wofford, Snyder; KiKi Melhado, Snyder; Jonah Melhado, Snyder.

ITEM V. VISITORS/CITIZENS FORUM:

No Discussion.

ITEM VI. MINUTES:

1. Councilmember Steve Rich made the motion to approve the minutes of the Special Council Meeting, June 20, 2017.

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

Ayes: All members present voted yes.

Noes: None.

ITEM VII. BIDS:

1. Councilmember Tom Strayhorn made the motion to award the bid for a Mechanical Bar Screen for Dept. 36 to Duperon for \$154,020.

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

Ayes: All members present voted yes.

Noes: None.

ITEM VIII. OLD BUSINESS:

1. Councilmember Steve Rich made the motion to adopt on second reading Ordinance No. 2051 regarding the request by Edgar and Linda Williams to abandon the 3600 Block of Avenue W as captioned below:

AN ORDINANCE PROVIDING FOR THE ABANDONMENT, VACATION AND CLOSURE OF THE FOLLOWING STREET SEGMENTS, TO WIT: A SEGMENT OF AVENUE W LOCATED BETWEEN BLOCK 1 AND BLOCK 2 IN THE WARREN CREST ADDITION, IN THE CITY OF SNYDER, SCURRY COUNTY, TEXAS; PROVIDING FOR THE TERMS AND CONDITIONS OF ABANDONMENT, VACATION AND CLOSURE; PROVIDING AN EFFECTIVE DATE, AND INSTRUCTING THE CITY SECRETARY TO RECORD A CERTIFIED COPY OF THIS ORDINANCE IN THE DEED RECORDS OF SCURRY COUNTY, TEXAS.

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

Ayes: All members present voted yes.

Noes: None.

ITEM IX. NEW BUSINESS:

1. Consider and act on 2017-2018 budget.

No Action Taken.

2. Councilmember Vernon Clay made the motion to table on first reading Ordinance No. 2052 establishing a "through traffic corridor" and establishing regulations and requirements pursuant to building design and store front specifications until further discussion could be had regarding Section 2: Building Fascia Regulations and Section 4: Property Maintenance.

Motion died for lack of second.

Councilmember Steve Rich made the motion to approve on first reading Ordinance No. 2052 establishing a "through traffic corridor" and establishing regulations and requirements pursuant to building design and store front specifications as captioned below with the proposed change to have at least 25 percent of the buildings frontage in something other than metal excluding windows instead of 30 percent.

AN ORDINANCE ESTABLISHING A "THROUGH TRAFFIC CORRIDOR", DEFINING THE BOUNDARIES, ESTABLISHING REGULATIONS AND REQUIREMENTS PURSUANT TO BUILDING DESIGN AND STORE FRONT SPECIFICATIONS FOR COMMERCIAL, RETAIL BUILDINGS AND BUILDING ADDITIONS CONSTRUCTED WITHIN THE THROUGH TRAFFIC CORRIDOR; ESTABLISHING BUILDING STOREFRONT REQUIREMENTS, LANDSCAPING

REQUIREMENTS, AS WELL AS PROPERTY MAINTENANCE STANDARDS FOR ALL PROPERTIES WITHIN THE THROUGH TRAFFIC CORRIDOR, PROVIDING EXEMPTIONS FOR MANUFACTURING AND INDUSTRIAL BUILDINGS, PROVIDING FOR AN EFFECTIVE DATE AND PUBLICATION.

The motion was seconded by Councilmember Ben Martin and passed with the following vote:

Ayes: Councilmembers Ben Martin, Steve Rich and Steve Highfield.

Noes: Councilmembers Vernon Clay and Tom Strayhorn.

ITEM X. INFORMATION:

1. Monthly personnel report.
2. Budget Schedule.
3. Next Regular Council Meeting is August 7, 5:30 p.m.; Building Standards Commission Meeting is August 7, 4:30 p.m.

ITEM XI. ADJOURNMENT:

1. Councilmember Steve Rich made the motion to adjourn.

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 7:21 p.m.

Mayor

ATTEST:

City Secretary

Approved: August 7, 2017.

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

Members attending: Tom Strayhorn, Steve Highfield, Mayor Tony Wofford, Steve Rich, Vernon Clay and Ben Martin.

Also in attendance: Attorney Bryan Guymon and City Manager Merle Taylor.

Members absent: Luann Burleson.

Chairperson Steve Rich called the meeting to order at 5:15 p.m.

ITEM I. OLD BUSINESS:

1. Discussion and action related to 708 19th Street. – City Inspector Dan Hicks provided the commission with an update and recommended the property no longer be brought before the commission. The yard has been cleaned and the property is secure. Don Jefferey is in the process of purchasing the home from Zurn Jenkins and has received bids to renovate the home.

No Action Taken.

ITEM II. ADJOURNMENT:

1. Steve Highfield made the motion to adjourn.

The motion was seconded by Tom Strayhorn.

All members present voted yes.

The meeting was adjourned at 5:18 p.m.

Chairperson

Secretary

MINUTES
PLANNING AND ZONING COMMISSION MEETING
July 11, 2017

The Planning and Zoning Commission met Tuesday, July 11, 2017 at 5:45 p.m. in the City Hall with the following members present: Bob Martin presiding, Keith Pitner, Bill Crist, Henry Ramos, Jimmy Nix, Don West and Secretary Vick Chambers. George Crowder was absent.

Guest attending the meeting were applicants Bill and Teresa Robertson, Ruben P. Gonzalez, and Steve Reagan with the Snyder Daily News.

The minutes of the May 16, 2017, meeting were approved unanimously after a motion by Mr. Bill Crist, and a second by Mr. Nix.

The commission requested that they be given the opportunity to review the zoning regulation changes before being presented to the Council for first reading. Mr. Crist requested the Council be given the opportunity to review the complete minutes of the May 16 meeting.

The only item of business was to consider Zone Case #366. Mr. Gonzalez advised the commission that he was opposed to the request from concern that the residential designation would devalue his property adjacent to the south of the Robertson property. Mr. Crist motioned to recommend the property be rezoned, Mr. Ramos seconded and the motion passed unanimous.

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

Presiding Officer

Commission Secretary

ORDINANCE NO. 2052

AN ORDINANCE ESTABLISHING A “THROUGH TRAFFIC CORRIDOR”, DEFINING THE BOUNDARIES, ESTABLISHING REGULATIONS AND REQUIREMENTS PURSUANT TO BUILDING DESIGN AND STORE FRONT SPECIFICATIONS FOR COMMERCIAL AND RETAIL BUILDINGS ~~AND BUILDING ADDITIONS~~ CONSTRUCTED WITHIN THE THROUGH TRAFFIC CORRIDOR; ESTABLISHING BUILDING STOREFRONT REQUIREMENTS, LANDSCAPING REQUIREMENTS, AS WELL AS PROPERTY MAINTENANCE STANDARDS FOR ALL PROPERTIES WITHIN THE THROUGH TRAFFIC CORRIDOR, PROVIDING EXEMPTIONS FOR MANUFACTURING AND INDUSTRIAL BUILDINGS, PROVIDING PENALTIES FOR VIOLATIONS, PROVIDING FOR AN EFFECTIVE DATE AND PUBLICATION.

WHEREAS, research into retail and commercial enterprises have concluded “first impressions” have a major influence on perceptions and decisions on choices to patronize a business; and

WHEREAS, the City concurs that this perception also applies to the City’s image and a visitor’s desire to stop and patronize local establishments and attractions; and

WHEREAS, the City desires to exercise a greater influence in the architectural influences and curb appeal on businesses visible from the through traffic corridor to encourage such action, and

WHEREAS, the City believes that property maintenance and landscape maintenance also has a major impact on the general perception on the first impression to visitors in the community, now

NOW, THEREFOR, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SNYDER, TEXAS:

SECTION 1: DEFINITIONS:

a) **THROUGH TRAFFIC CORRIDOR** means any tract, parcel, or lot adjacent to the boundary of the following routes within the jurisdiction of the City: Business U.S. 180, Business U.S. 84, State Hwy. 350, and F.M. 1605

b) **METAL BUILDING** means a building that is assembled from, pre-engineered steel building components for primary and secondary framework with corrugated metal panels or ribbed rolled steel panels as the roofing material and wall siding material.

c) **COMMERCIAL OR RETAIL BUILDING** means any structure in which the following activity is conducted within the confines of the building, retail sales, personal service shops, convenience stores, package stores, gas stations, tobacco shops, pawn shops, automotive repair and tire stores, entertainment facilities, professional offices, medical clinics, offices on the premises of an industrial or manufacturing facility

d) **MANUFACTURING OR INDUSTRIAL BUILDING** means any structure with a floor area greater than 20,000 square feet and a wall height greater than 14 feet, or any structure utilized for large scale material storage, **self-storage facilities**, assembly, or fabrication.

e) **BUILDING FASCIA** means the exterior wall surface of the building from the ground level to the soffit elevation of the structure.

f) **FALSE FRONT FAÇADE** means an assembly of non-structural construction components constructed to conceal the building roof line, or roof mounted mechanical equipment.

- g) GABLE means that triangular section of wall above the eave line in which the intersection of the roof pitches and the eave line of the structure create a triangular shape, or gambrel configuration.
- h) GABLE END means that wall exposure of the structure (usually the shorter length side of a rectangular structure) in which the gable and the wall section below are a single unit.
- i) LANDSCAPED AREA means that area that would be the actual cultivation surface area utilized as planting or flower beds, not including decorative borders.
- j) STREET FRONTAGE means that side of a building that is parallel to and facing the through traffic corridor.

SECTION 2: BUILDING FASCIA REGULATIONS

- a) Metal Buildings to be constructed on property within the through traffic corridor shall have no more than **seventy-five percent** of the street frontage building fascia to be exposed ribbed steel panels or corrugated steel panels. The remaining portion of the street frontage building fascia shall consist of any approved wall surface having a contrasting color, texture, or finish. ~~The spacing pattern of the contrasting wall finish shall be arranged in a pleasing aesthetic pattern.~~
- b) The street frontage building fascia of conventional designed commercial or retail buildings constructed on property within the through traffic corridor shall have no more than seventy-five percent (excluding the glass store-front treatment) of the primary surface exposed to the through traffic corridor. The remaining portion of the street frontage building fascia shall have a minimum of one of the following features: surface with contrasting color, contrasting texture or contrasting depth to the primary fascia.
- c) All structures to be constructed on property within the through traffic corridor having the gable end of the structure as the storefront shall have a false front façade above the wall line concealing the gable portion of the structure.

SECTION 3: LANDSCAPING

- a) New developments on property adjacent to the through traffic corridor, having a half-acre tract or greater, shall include the installation and maintenance of **drought tolerant** ground cover materials such as grass, vines, **native to arid climates**, decorative aggregate with a minimum of 2" cross section, faux-ground cover or other approved ground cover. Materials subject to being washed into the roadway during storm events shall be prohibited.
- b) Minimum site coverage shall be computed by calculating the gross area of the tract (including that portion of the street right of way behind the edge of the street), less the footprint of the building. Minimum landscaped area shall be 5% of the minimum site coverage in the M designated zones. Minimum landscaped area shall be 10% of the minimum site coverage in the C designated zones.
- c) Design Standards: Planters shall not have planting beds less than 48 inches wide. Planting borders shall have concrete curbing or steel edging a minimum of 6 inches above the finished grade of the parking lot surface.

SECTION 4: PROPERTY MAINTENANCE

All structures, occupied or vacant, on property within the Through Traffic Corridor shall maintain the property appearance in a manner consistent with the degree of care as the neighboring properties. **All landscaping shall be maintained, all vegetation shall be properly cared for, trimmed, kept alive, and weed controlled. Dead vegetation shall be removed and replaced. Accumulations of blowing trash and clutter shall be picked up and removed from the premises.** Structures shall be maintained, secured, and weather tight. The minimum maintenance of structures shall include but is not limited to maintaining the fascia and façade by keeping the surfaces free from weathering, blistering, peeling and fading paint, obsolete

bills, posters, announcements of temporary signage, a dilapidated appearance, broken or cracked windows, or unsecure doors.

SECTION 5: EXEMPTIONS

The requirements within the through traffic corridor do not apply where the following circumstances are present:

1. Routine building maintenance of existing structures.
2. Remodeling of existing structures totally within the building interior.
3. New manufacturing or industrial buildings planned within the proper zoning districts.
4. Building additions to the rear portion of existing structures where the street frontage is not affected or altered from its original exposure.

SECTION 6: All ordinances or parts of ordinances in conflict with this ordinance are repealed to the extent of such conflict only.

SECTION 7: Should any portion or part of this ordinance be held for any reason invalid or unenforceable, the same shall not be construed to affect any other valid portion hereof, but all valid portions hereof shall remain in full force and effect.

SECTION 8: This ordinance shall not be recorded in length in the minutes of the City Council meeting, but shall be filed for permanent record in the office of the City Secretary.

SECTION 9: This ordinance shall become effective on and after the adoption and publication as required by law. This ordinance shall become effective on and after August 7, 2017.

SECTION 10: Any person, either by himself or his agent and /or any firm, corporation or their entity who violates the provisions of SECTION 4, shall be deemed guilty of a misdemeanor and, upon conviction of any such violation, shall be fined in any sum not to exceed \$2,000.00, and each day such violation continues shall constitute a separate and distinct offence. In any case of violation of any of the terms of the provisions of this ordinance by any corporation, the officers and agents actively in charge of the businesses of such corporation shall be subject to the penalty herein provided. Any offense defined herein which has been defined by laws of the State of Texas as an offense and for which penalty has been prescribed shall be punished as provided in said state law, and nothing herein shall be held as fixing any penalty contrary to a penalty provided by the laws of the State of Texas.

PASSED AND APPROVED on first reading this 3rd day of July, 2017.

Mayor

ATTEST:

City Secretary

PASSED AND ADOPTED on second reading this 7th day of August, 2017.

Mayor

ATTEST:

City Secretary

RESOLUTION R170807A

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SNYDER, TEXAS: PROVIDING FOR REPEAL OF CURRENT NEPOTISM POLICY PROVIDED FOR IN SECTION 1.4 OF THE CITY OF SNYDER PERSONNEL POLICIES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING SAVINGS CLAUSE AND EFFECTIVE DATE.

WHEREAS, the City Council finds that the current nepotism policy provided for in Section 1.4 of the City of Snyder Personnel Policies is inconsistent with the mandatory provisions of the City Charter; and,

WHEREAS, the City Council further finds that state law provides an adequate nepotism provision;

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

SECTION 1. That the City's nepotism policy provided for in Section 1.4 of the City of Snyder Personnel Policies is hereby repealed.

SECTION 2. That henceforth the City of Snyder shall comply with the nepotism provisions of the Snyder City Charter and such provisions of state law (Texas Government Code, chap. 573) which do not conflict with the Charter.

SECTION 3. That should any part of this resolution conflict with any other resolution, then such other resolution is repealed to the extent of the conflict with this resolution.

SECTION 4. That should any word, phrase, or part of this resolution be found to be invalid or unconstitutional, such finding shall not affect any other word, phrase, or part hereof and such shall be and continue in effect.

SECTION 5. That this resolution shall be effective on and after its adoption.

PASSED AND APPROVED this 7th day of August, 2017.

Mayor

ATTEST:

City Secretary

RESOLUTION R170807B

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SNYDER, TEXAS: PROVIDING FOR A CITIZEN COMPLAINT POLICY AND PROCEDURE FOR COMPLAINTS AGAINST CITY EMPLOYEES; SEVERABILITY CLAUSE; PROVIDING SAVINGS CLAUSE AND EFFECTIVE DATE.

WHEREAS, the City Council desires to maintain integrity in all aspects of city government, which includes openness to receiving responsible citizen complaints about improper conduct, and appropriate review and correction under the circumstances; and;

WHEREAS, further, the City Council desires to protect employees from unwarranted, groundless, or spurious citizen complaints intended only to harass or retaliate against an employee who has done his/her job properly;

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

SECTION 1. That the City of Snyder now adopts the following Citizen Complaint Policy & Procedure for complaints against City employees. The City Manager is authorized to amend the City's Personnel Policy manual as may be necessary in order to implement this policy and procedure.

Citizen Complaint Policy

A. PURPOSE

It is the policy of the City to encourage the public to comment when the conduct of the employee is believed to be improper. The City will make effort to ensure that no adverse consequences occur to any person or witness as a result of having brought a complaint or for providing information concerning a complaint. Any City employee who subjects a complainant or witness to such recrimination will be subject to appropriate disciplinary action.

B. PROCEDURE

1. The City encourages the public to bring forward legitimate complaints regarding misconduct by its employees. To this end, a copy of "HOW TO FILE A PERSONNEL COMPLAINT" will be posted at agency worksites and on agency websites and will be given to anyone requesting this information. A copy of this document is attached to this policy. Complaints, regardless of nature, can be lodged in person, by mail, or by telephone. Telephone contacts are welcome, but complaints must be in writing, provide contact information, and contain specific details about the complaint. **Anonymous complaints will not be accepted.**
2. Any employee of the City who receives a citizen complaint about a City employee shall, as soon as practicable, notify the City Manager of the complaint for evaluation and assignment.
3. Upon receipt of a citizen complaint, the City Manager shall determine whether the complaint should be investigated and by whom. Complaints of criminal conduct should be forwarded to the City police

department or other appropriate law enforcement agency. The City Manager shall ensure cooperation with appropriate law enforcement authorities.

4. Investigations of citizen complaints shall be completed within a reasonable time based on the totality of the circumstances.
5. It is the responsibility of the investigator to thoroughly and confidentially investigate the matter and, when appropriate, to submit a complete and accurate investigation report. In the event a report is warranted, all relevant information obtained by the investigator shall be included.

C. REPORT

1. When applicable, the report shall include a summary of interviews with the complainant, synopsis, finding(s) of fact, and chronology of the investigation.
2. Recommendations regarding the disposition of an investigation or discipline generally are not included in the investigation report. Such recommendations should only be included in consultation with the City Manager.

D. NOTIFICATION TO THE COMPLAINANT

Upon final disposition, the citizen complainant will be notified of the outcome of the investigation to the extent permitted by civil service and any applicable confidentiality laws.

E. ADMINISTRATIVE RESPONSIBILITIES

1. The City Manager shall ensure that:
 - All citizen complaint records and investigations remain confidential as allowed or required by statute.
 - Each citizen complaint and corresponding investigation is documented.
 - An annual summary report is prepared for the City Council to aid in identifying the possible need for training, supervision, or other pertinent issues.

HOW TO FILE A PERSONNEL COMPLAINT

Complaints may be filed in any of the following ways:

1. By letter addressed to:

City Manager
P.O. Box 1341
Snyder, TX 79550-1341

2. By phone: (325) 573-3520
3. FAX: (325) 573-7505
4. By e-mail: _____
5. In person at the City Manager's Office, at 1925 24th Street, Snyder.

The following information is required when filing a complaint:

- Your Name

- Your Complete Mailing Address
- Your Phone # where you can be reached between 8:00 a.m. and 5:00 p.m.
- Name of City employee you are complaining about
- Date of the incident
- Description of the complaint/incident
- Name(s) and contact information for any witness(es) to the incident

All citizen complaints will be processed as described in this Complaint Policy.

SECTION 2. That the above Complaint Policy & Procedure is provided for persons who are not employees of the City of Snyder. Employees of the City desiring to make a complaint shall use the internal grievance, complaint, or appeal procedures already available in various circumstances for redress of their concerns.

SECTION 3. That should any part of this resolution conflict with any other resolution, then such other resolution is repealed to the extent of the conflict with this resolution.

SECTION 4. That should any word, phrase, or part of this resolution be found to be invalid or unconstitutional, such finding shall not affect any other word, phrase, or part hereof and such shall be and continue in effect.

SECTION 5. That this resolution shall be effective on and after its adoption.

PASSED AND APPROVED this 7th day of August, 2017.

Mayor

ATTEST:

City Secretary

ORDINANCE NO. _____

WHEREAS, by comprehensive Zoning Ordinance No. 979, and subsequent amendments passed by the City of Snyder, parcel ID #16613, located at 2200 Avenue T was placed in a M-1 Manufacturing 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 M-1 Zone to an R-3 General Residential Zone; and

WHEREAS, the Planning and Zoning Commission reviewed and considered Zone Case #366 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, parcel ID #16613 located at 2200 Avenue T be subject and controlled as an R-3 General Residential District.

PASSED AND APPROVED on first reading this 7th day of August, 2017.

Mayor

ATTEST:

City Secretary

PASSED AND ADOPTED on second reading this 14th day of August, 2017.

Mayor

ATTEST:

City Secretary

APPLICATION FOR ZONE CHANGE

CASE NUMBER 366

PLANNING AND ZONING HEARING
ZONE CHANGE

Applicant Name: William B. & Teresa A. Robertson
Mailing Address: 911 SCR 264
City, State, and Zip: Snyder, TX. 79549
Work Phone: 325.573.1200 Home Phone: 325.574.6826

Property location: (street address) 1910 22nd ST

Property Legal Description: (tax identification no.) NW/PTL 1 B 14 SCARBOROUGH ADD SCARBOROUGH

Subdivision: ADDN. Lot: L 1 Block: B 14

Listed property owner: (16613) ROBERTSON, Teresa Ann & William B. Jr

REQUEST FOR ZONING CHANGE

Present Zone M-1 Present Use of Property undeveloped 1st
Proposed Zone R-3 Proposed Use of Property Housing
Primary reason for Request Develop property as multiple units for single family housing for sale or rent

I am submitting this application for a Zone Change. I understand that the Planning and Zoning Commission is a recommending body and that approval on Zone Changes is subject to City Council Action. This request shall be submitted with a \$ 225.00 application fee to cover postage and public notification. I certify all information included on this application is true and correct.


Applicant's Signature: [Signature] Application Date: 6-22-17

*****RECORD OF ACTION TAKEN*****

The Planning & Zoning Commission met in a Public Hearing on _____ and made a recommendation to the City Council to _____ the request.
(Date of Hearing)
(approve, deny)

The Snyder City Council met in the monthly meeting on _____ and voted to _____ the request.
(Date of hearing)
(approve, deny)

MEMORANDUM

TO: City Manager and City Council
FROM: Vick Chambers, Zoning Administrator 
DATE: July 12, 2017

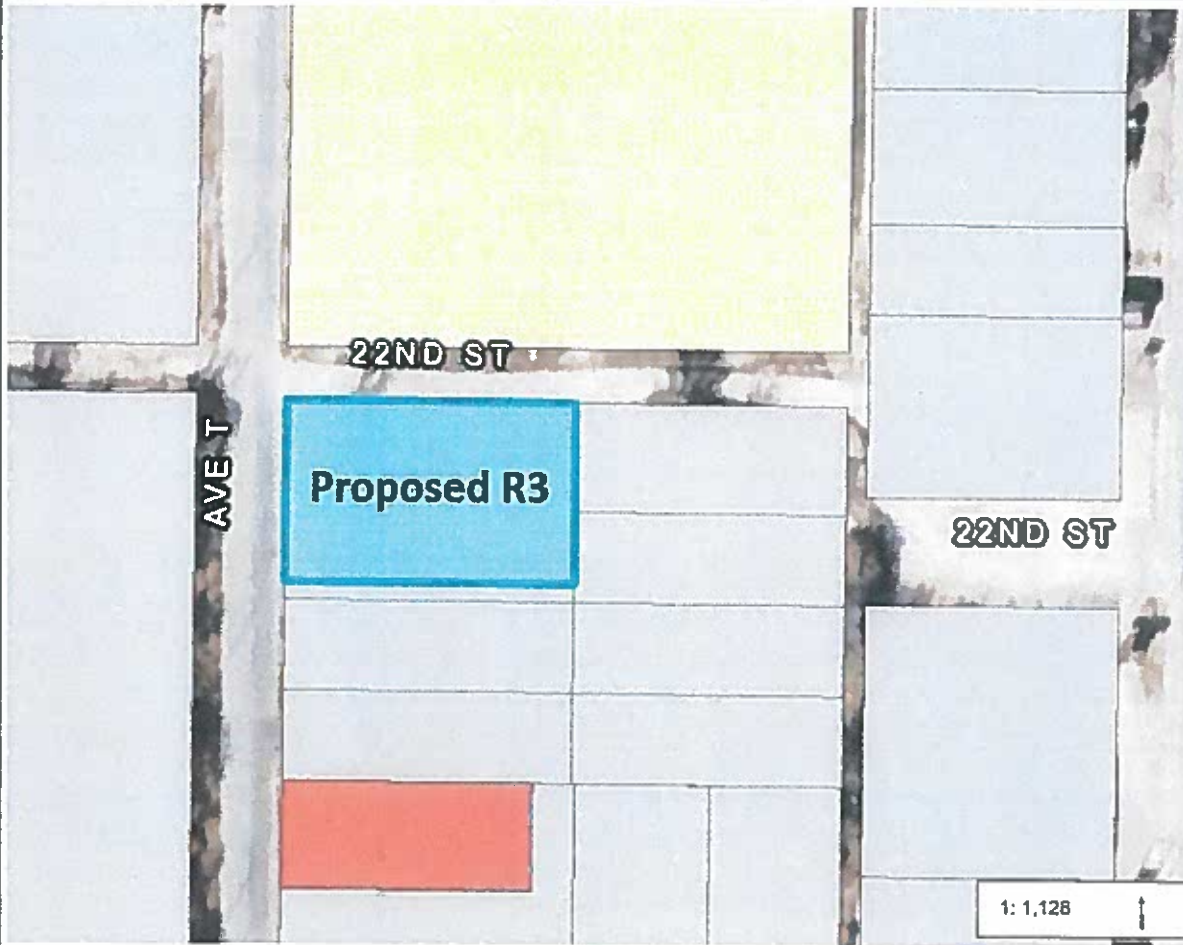
RE: Zone Case #366

The applicant is requesting the zone change to allow for the opportunity to develop an affordable residential property in the 2200 block of Avenue T.

The applicant is requesting the rezone to obtain a building permit for residential development. The applicant has no clearly defined time frame for the development, but is aware that this is the first step in moving toward the objective.

The Planning and Zoning Commission recommended the request be granted, there were fourteen neighbors receiving letters no written comments were received and one neighbor voiced objection at the hearing.

Zone Case 366 Proposed R3



Legend

- Parcel
- Road
- Zoning
 - <all other values>
 - C-1
 - C-2
 - M-1
 - M-2
 - R-1
 - R-2
 - R-3
- structures
- lots
- citylimits
- parcel
- World Imagery
 - Low Resolution 15m Imagery
 - High Resolution 60cm Imagery
 - High Resolution 30cm Imagery
 - Citations

0.0 0 0.02 0.0 Miles

WGS_1984_Web_Mercator_Auxiliary_Sphere
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THIS MAP IS NOT TO BE USED FOR NAVIGATION

JACOB & MARTIN, LTD.
CONSULTING ENGINEERS

City of Snyder
Quarterly Investment Report
June 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	\$ 531.92	180	02/14/17		180	08/14/2017	0.7900	
General	100,000.00	08/14/16	851809	0.5500	\$ 533.29	180	02/14/17		180	08/14/2017	0.7900	
General	100,000.00	08/17/16	852104	0.5500	\$ 529.96	180	02/17/17		180	08/17/2017	0.7900	
General	100,000.00	08/17/16	852139	0.5500	\$ 462.86	180	02/17/17		180	08/17/2017	0.7900	
General	100,000.00	05/15/17	867918	0.9400	\$ 74.68	60	07/14/17		60	09/14/2017	1.1600	
General	100,000.00	07/23/16	866652	0.5700	\$ 460.88	180	07/23/17	866652	120	03/23/2017	0.6500	
General	100,000.00	11/14/16	851833	0.5500	\$ 457.35	180	05/14/17	851833	180	11/23/2017	1.1600	
General	100,000.00	04/17/16	852163	0.5500	\$ 532.34	210	11/17/16	852163	180	05/14/2017	0.6600	
General	100,000.00	05/17/17	899372	0.9400	\$	150	10/17/17		150	05/17/2017	0.6600	
General	100,000.00	05/18/16	851876	0.5500	\$ 586.73	180	11/18/16	851876	180	05/18/2017	0.6600	
General	100,000.00	05/18/17	899461	0.9400	\$	120	09/18/17		120			
Total	800,000.00				\$ 4,170.01							
W&S	100,000.00	05/29/16	851930	0.5000	\$ 553.88	150	10/29/16	851930	150	01/29/2017	0.5000	
W&S	100,000.00	09/20/16	866571	0.7700	\$	150	06/29/17	851930	150	11/29/2017	1.1100	
W&S	100,000.00	09/23/16	866628	0.5500	\$ 485.15	180	03/20/17		180	09/20/2017	0.8400	
W&S	100,000.00	06/29/16	851965	0.5500	\$ 566.78	180	12/29/16	851965	180	06/29/2017	0.7700	
Total	400,000.00				\$ 2,090.96							
Sanitation	100,000.00	08/17/16	866415	0.5500	\$ 567.03	180	02/17/17		180	08/17/2017	0.7900	
Sanitation	100,000.00	10/17/16	866458	0.5500	\$ 567.03	180	02/17/17		180	08/17/2017	0.7900	
Sanitation	100,000.00	10/17/16	866385	0.5000	\$ 567.53	120	02/17/17		120	06/17/2017	0.6700	
Sanitation	100,000.00	06/17/17	866385	1.1100	\$	120	10/17/17		120	05/17/2017	0.6700	
Sanitation	100,000.00	11/17/16	866350	0.5000	\$ 553.65	90	02/17/17		90	05/17/2017	0.6700	
Sanitation	100,000.00	05/17/17	899348	0.9400	\$	120	09/17/17		120			
LF/clo-post	1,979,470.00	07/09/16	852031	0.5500	\$ 8,633.32	120	11/09/16	852031	120	03/09/2017	1.1600	
Sanitation	100,000.00	07/17/16	852244	0.5500	\$ 555.84	180	01/17/17	85244	180	07/17/2017	0.7700	
Sanitation	100,000.00	07/17/17	852244	1.1600	\$	180	01/17/18		180			
Total	2,479,470.00				\$ 11,444.40	154			162			\$
Fund	TOTAL	Year to Date										
General	800,000.00	Interest Earned										
W&S	400,000.00	\$ 4,170.01										
Sanitation	2,479,470.00	\$ 2,090.96										
Total	3,679,470.00	\$ 17,705.37										

Ave no. days
158.00
Aver Interest Rate
0.75

Tex Pool Investments

FISCAL		Year to Date	Total	Average Monthly	
Amount by Fund	Interest Earned	Interest Earned	Interest Earned	Ini. Rate for Texpool	April
General Fund	\$ 1,700,000	\$ 7,896.36	\$ 91,516.84	October	0.3828
				November	0.3987
				December	0.4570
				January	0.5385
				February	0.5591
				March	0.6222
				September	0.7121
				October	0.7689
				November	0.8617
				December	0.0000
				January	0.0000
				February	0.0000
				March	0.0000
				April	0.0000
				May	0.0000
				June	0.0000
				July	0.0000
				August	0.0000
				September	0.0000
Total	\$ 1,700,000	\$ 7,896.36	\$ 91,516.84	Account Balance	
				\$ 1,791,516.84	

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

Fund	Year to Date Investment	Year to Date Interest Earned	June 2016	TOTAL Investment
General	2,591,516.84	\$ 12,066.37	\$ 4,841.20	\$ 2,591,516.84
W&S	400,000.00	\$ 2,090.96	\$ 2,646.09	\$ 400,000.00
Sanitation	500,000.00	\$ 11,444.40	\$ 4,854.17	\$ 2,479,470.00
Landfill C/PC	1,979,470.00	\$ -	\$ -	\$ -
Total	5,470,986.84	\$ 25,601.73	\$ 12,341.46	\$ 5,470,986.84

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. Interest rates for this year along with the interest rate at TexPool have increased compared to last fiscal year. and the interest rate from Tex Pool has gone from .4570 to .8817.

107.44%

-11.41%

Investment Officer - City Manager

Investment Officer - Finance Director

Investment Officer

