



**NOTICE OF AGENDA
GRANITE SHOALS CITY COUNCIL
REGULAR CALLED MEETING**

TUESDAY, JANUARY 13, 2026 AT 6:00 PM

City of Granite Shoals City Hall, 2221 N. Phillips Rd., Granite Shoals, TX 78654
Phone (830) 598-2424 Fax (830) 598-6538 • www.graniteshoals.org

AGENDA

Livestream:<https://youtube.com/live/XYLtZbf3bWo?feature=share>

1. Call to Order/ Roll Call/ Welcome

Invocation

Pledge of Allegiance, Pledge to Texas Flag

2. Citizen Comments

In accordance with the Open Meetings Act, City Council is prohibited from acting or discussing (other than factual responses to specific questions) any items not on the agenda.

3. Items of Community Interest

1. January 13th — Applications to run for City Council (place 2, 4, 6) open.
2. January 19th — City Hall Closed for MLK Day
3. Thanks and appreciation to the Beautification Advisory Group for work on the Christmas at the Quarry display.
4. City Advisory Committee openings: Airport, Beautification, Parks, Wildlife -
www.graniteshoals.org

4. Consent Agenda

- 4.a. Discuss and consider approval of meeting minutes from December 3rd, 9th, and 17th, 2025.
- 4.b. Discuss and consider the reinstatement of Cindy Archer to the Parks Advisory Committee.

5. Public Hearings

- 5.a. Public hearing to receive citizen comments regarding a final replat of lots 83-86, Sherwood Shores, Castlehills Section and lots 277-280, Sherwood Shores, Sherwood Manor Section commonly known as 402 E Bluebriar and 405 E Bluebonnet, Granite Shoals, Texas, Burnet County. Mr. Shelby is asking for consideration of a replat from 8 lots into two lots, 277A and 83A.

6. Action Items

- 6.a. Discussion and possible action to recommend approval, denial or approval with

modifications to the final replat of lots 83-86, Sherwood Shores, Castlehills Section and lots 277-280, Sherwood Shores, Sherwood Manor Section commonly known as 402 E Bluebriar and 405 E Bluebonnet, Granite Shoals, Texas, Burnet County.

- 6.b. Discuss, consider, and determine appropriate action regarding the scheduling and frequency of City Council meetings.
- 6.c. Discuss, consider, and take appropriate action regarding Resolution 718: Accepting Rubin Family Donation for Christmas Outreach
- 6.d. Discuss, consider and take possible action to Approve Resolution No.719 Ratifying Acceptance of a \$175,000 Donation from the Hudson Family and Authorizing Naming Rights Pursuant to the City's Donation Policy.

7. Executive Session (Closed to the Public)

The City Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any matters listed on the agenda, as authorized by Texas Government Code Sections 551.071 (consultation with attorney), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), 551.087 (economic development), and/or 418.183 (homeland security).

- 7.a. Consultation with the City Attorney pursuant to Texas Government Code Section 551.071. No action will be taken in the executive session; action, if any, will be taken in open session.

- 1. Status of complaint forwarded by the City to BCSO.

- 7.b. Consultation with city attorney regarding personnel matters pursuant to Texas Government Code Section 551.071 and 551.074. No action will be taken in the executive session; action, if any, will be taken in open session.

- 1. Finance director

- 7.c. Discussions regarding economic development pursuant to Texas Government Code Section 551.087. No action will be taken in the executive session; action, if any, will be taken in open session.

- 1. Economic development

8. Future Agenda Items

9. Adjournment

CERTIFICATION

IT IS HEREBY CERTIFIED that the foregoing agenda has been posted on both the indoor bulletin board and outdoor notice board of Granite Shoals City Hall on the 7th day of January, 2026. Requests for accommodations or interpretive services must be made 8 hours prior to this meeting. Please contact the City Secretary at (830) 598-2424 for further information.

Dawn Wright, City Secretary



**This Notice and Meeting Agenda, and the Agenda Packet, are posted online
at www.graniteshoals.org**



**MINUTES
GRANITE SHOALS CITY COUNCIL
SPECIAL CALLED MEETING**

WEDNESDAY, DECEMBER 3, 2025 AT 11:00 AM

City of Granite Shoals City Hall, 2221 N. Phillips Rd., Granite Shoals, TX 78654
Phone (830) 598-2424 Fax (830) 598-6538 • www.graniteshoals.org

MINUTES

1. Call to Order/ Roll Call/Welcome

Mayor Munos called the special meeting to order at 11:03 a.m. Quorum was present with Mayor Pro-Tem Hougen, Council member Bell, Council member Berg, Council member Edwards and Council member Salvaggio (11:06 a.m.) in attendance.

2. Action Items

2.a. CAPCOG Resolution

Mrs. Sims presented a Resolution to City Council seeking support for the City's application for a Solid Waste Grant through Capital Area Council of Governments (CAPCOG); authorizing Sarah Novo, City Manager, to act on behalf of Granite Shoals in all matters related to the application. Staff submitted a request for funding in the amount of \$20,000 for a City-Wide Clean-Up Day as the primary priority and \$22,050 for City Dumpster Enclosures as a secondary priority.

Council member Edwards moved to approve the Resolution authorizing application for the CAPCOG Solid Waste Grant, the motion was seconded by Mayor Pro-Tem Hougen and with a unanimous vote the motion carried.

3. Adjournment

Business concluded and meeting adjourned at 11:09 a.m.

I hereby certify that the above minutes are true and correct from the City Council meeting of December 3, 2025.

Mayor Ron Munos_____

ATTEST:

Dawn Wright, City Secretary_____



**NOTICE OF AGENDA
GRANITE SHOALS CITY COUNCIL
REGULAR CALLED MEETING**

TUESDAY, DECEMBER 9, 2025 AT 6:00 PM

City of Granite Shoals City Hall, 2221 N. Phillips Rd., Granite Shoals, TX 78654
Phone (830) 598-2424 Fax (830) 598-6538 • www.graniteshoals.org

MINUTES

1. Call to Order/ Roll Call/ Welcome

The meeting was called to order at 6:00 PM.

Invocation

Given by Mayor Munos.

Pledge of Allegiance, Pledge to Texas Flag

2. Citizen Comments

In accordance with the Open Meetings Act, City Council is prohibited from acting or discussing (other than factual responses to specific questions) any items not on the agenda.

Joyce Atchley - 1104 N. Mystic - Questions about the decibel level and times of the City noise ordinance.

Dawn Wright will email the information to her on 12/10/25.

3. Items of Community Interest

December 13th ~ Breakfast with Santa at Community Center 10:00am

December 15th ~ Merry Monday 5pm-6:30pm

December 24th ~ Closing at 11am for holiday

December 25th, 26th and Jan. 1st~ City Hall Closed

Update on *Operation Fill the Boat* and *Christmas Outreach*

4. Reports

4.a. Department Reports

Humberto Mejia answered questions from the City Council.

5. Consent Agenda

Moved by Judy Salvaggio; seconded by Catherine Bell to approve the minutes from 11/18/25 and the youth application.

Motion Passed: 7 - 0

Voting For: Ron Munos, Brian Edwards, Mike Pfister, Judy Salvaggio, Steve Hougen,

Michael Berg, Catherine Bell

- 5.a. Discuss and consider approval of meeting minutes from November 18, 2025.
- 5.b. Discuss and consider approval of Amaris Mitchell-Ochoa to the Airport Committee as a Youth Advisory Member.

6. Presentations

- 6.a. Short Term Rental (STR) software update

Finance Director, Kevin Rule presented the new STR software and processes being put in place to support the City with registration and compliance.

7. Action Items

- 7.a. Discuss, consider, and take appropriate action regarding proposed amendments to Chapter 40: Zoning, and to create Chapter 10: Article VIII, Short Term Rentals and Article IX Home Based Businesses.

Becky Sims presented the Council with the proposed changes and modifications to Chapter 40, and answered questions.

- New max detached garage size (3,000 sq ft), but deferred the requirement for manufactured homes to include a one-car garage.
- Noted need for future workshops for further refinement.

Moved by Steve Hougen; seconded by Catherine Bell to approve proposed amendments to Chapter 40: Zoning, and to create Chapter 10: Article VIII, Short Term Rentals and Article iX Home Based Businesses as presented.

Council discussion. Motion revised by Dr. Hougen.

Moved by Steve Hougen; seconded by Catherine Bell to approve as amended with the removal of detached garage requirements in mobile and manufactured homes.

Motion Passed: 7 - 0

Voting For: Ron Munos, Brian Edwards, Mike Pfister, Judy Salvaggio, Steve Hougen, Michael Berg, Catherine Bell

- 7.b. Discuss, consider, and take appropriate action regarding Resolution 716 Municipal Advisory Committee Spending and Purchasing Policy.

Committee spending authority:

- Up to \$500 — Advisory committee & department liaison approval.

- \$501–\$5,000 — Also requires city manager approval.
- Over \$5,000 — Requires City Council approval.

Purchases conducted by staff liaisons; direct committee member reimbursement is no longer allowed.

Two written quotes are required for purchases above certain thresholds; tax-exempt purchasing is enforced whenever possible.

Moved by Steve Hougen; seconded by Mike Pfister to adopt Resolution 716 Municipal Advisory Committee Spending and Purchasing Policy, with the revised approval thresholds as stated.

Motion Passed: 7 - 0

Voting For: Ron Munos, Brian Edwards, Mike Pfister, Judy Salvaggio, Steve Hougen, Michael Berg, Catherine Bell

- 7.c. Discuss, consider, and take appropriate action regarding Resolution 717 Adoption of a Donation Policy.

Procedures:

- All donations are recorded in a dedicated Donation Fund—earmarked for donor-specified uses and maintained across fiscal years.
- Only City staff and council members are authorized to solicit donations on the City's behalf.
- Use of funds requires explicit council appropriation unless allocated in annual budgeting.
- In-kind and minor volunteer contributions are handled with discretion by the City Manager.
- Excludes donations to auxiliary organizations (e.g., Fire or Police Auxiliaries).
- Naming and sponsorship rights for large donations to be brought to Council.

Moved by Brian Edwards; seconded by Mike Pfister to approve Resolution 717 Adoption of a Donation Policy.

Motion Passed: 7 - 0

Voting For: Ron Munos, Brian Edwards, Mike Pfister, Judy Salvaggio, Steve Hougen, Michael Berg, Catherine Bell

- 7.d. Discuss, consider, and take appropriate action regarding Ordinance 886 Hotel Occupancy Tax

- Clarifies responsibility of STR operators for HOT tax collection/payment.
- Codifies state guidelines regarding exemptions (e.g., rentals >30 days).

- Establishes late penalties, criminal misdemeanor consequences for non-compliance.

Moved by Mike Pfister; seconded by Judy Salvaggio to approve Ordinance 886 Hotel Occupancy Tax.

Motion Passed: 7 - 0

Voting For: Ron Munos, Brian Edwards, Mike Pfister, Judy Salvaggio, Steve Hougen, Michael Berg, Catherine Bell

8. Executive Session (Closed to the Public)

The City Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any matters listed on the agenda, as authorized by Texas Government Code Sections 551.071 (consultation with attorney), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), 551.087 (economic development), and/or 418.183 (homeland security).

No executive session.

9. Future Agenda Items

- Discussion on potential modification to city council meeting frequency (consideration for reducing to once per month). Staff recommendation to be provided at upcoming meeting on January 13, 2026.

10. Adjournment

With no further business or discussion, the meeting was adjourned at 7:53PM.

CERTIFICATION

I hereby certify that the above minutes are true and correct from the City Council meeting of December 9, 2025.

Mayor Ron Munos _____

Attest:

Dawn Wright - City Secretary _____



**NOTICE OF AGENDA
GRANITE SHOALS CITY COUNCIL
SPECIAL CALLED MEETING**

WEDNESDAY, DECEMBER 17, 2025 AT 2:00 PM

City of Granite Shoals City Hall, 2221 N. Phillips Rd., Granite Shoals, TX 78654
Phone (830) 598-2424 Fax (830) 598-6538 • www.graniteshoals.org

MINUTES

1. Call to Order/ Roll Call/ Welcome

The meeting was called to order at 2:00 PM.
Brian Edwards and Mike Pfister were not in attendance.
There were no citizen comments.

3. Executive Session (Closed to the Public)

The City Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any matters listed on the agenda, as authorized by Texas Government Code Sections 551.071 (consultation with attorney), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), 551.087 (economic development), and/or 418.183 (homeland security).

- 3.a. Executive Session – Enter into executive session to consult with attorney to seek advice on legal matters pursuant to Texas Government Code Section 551.071. No action will be taken in the executive session; action, if any, will be taken in open session.

1. Investigation of complaint concerning city manager pay increase, purchase of fire equipment, and reimbursement of travel expenses.

The Council adjourned to executive session at 2:01pm and reconvened to the open session at 3:30pm.

No action was taken in the executive session.

2. Action Items

- 2.a. Discussion and possible action to retain outside firm to investigate complaint concerning city manager pay increase, purchase of fire equipment, and reimbursement of travel expenses.

Moved by Ron Munos; seconded by Catherine Bell - Once the allegations were

made, the city manager and assistant city manager personally referred the concerns along with their supporting documents to the Burnet County Sheriff for independent investigation. In light of the City's proactive referral of the matter to the appropriate authorities, the City is not pursuing engagement of an outside independent contractor for an investigation at this time, but do reserve the right to do that at a further point if needed. The City, City Council, and the City's management team are fully committed to open and transparent operations. We take all concerns seriously and have taken steps to ensure they are reviewed by the appropriate authorities. The City is cooperating fully to understand to ensure this matter receives the attention and review it deserves. Because this involves personnel matters and a nominal review process, the City will not comment further at this time.

Motion Passed: 5 - 0

Voting For: Ron Munos, Judy Salvaggio, Steve Hougen, Michael Berg, Catherine Bell

Mayor Munos stated that the Council will be fully transparent as a report comes in from Burnett County, and will make those findings known.

4. Adjournment

With no further business or discussion, the meeting was adjourned at 3:32PM.

CERTIFICATION

I hereby certify that the above minutes are true and correct from the City Council meeting of December 17, 2025.

Mayor Ron Munos _____

Attest:

Dawn Wright - City Secretary _____



Replat Application

Date: 12/10/2025

Applicant / Owner

Applicant Name: SARA LIMON (CUPLIN & ASSOCIATES)
Address: 1500 Ollie Ln
City, State, [City, State, Zip]
Zip:
Phone: 325-388-3300
Email: SLIMON@CUPLINASSOCIATES.COM

Owner Name: ORLND0 RAY SHELBY
Address: 427 E BLUEBRIAR
City, State, GRANITE SHOALS, TX, 78654
Zip:
Phone: 470-303-2707
Email: SLIMON@CUPLINASSOCIATES.COM

Project

Site Address: E BLUBRIAR
City, State, Zip: GRANITE SHOALS, TX, 78654
Lots: 83-86 (CASTLEHILLS) 277-280 (SHERWOOD MANOR)

Block: CASTLEHILLS/SHERWOOD MANOR
Subdivision: SHERWOOD SHORES
Property Zoning: R-1

Purpose of Plat/Replat: [Description]

Surveyor Information

Surveyor Name: CUPLIN & ASSOCIATES
LAND SURVEYORS AND PLANNERS
Address: 1500 OLLIE LN
City, State, Zip: MARBLE FALLS, TX, 78654

Phone: 325-388-3300
Email: SLIMON@CUPLINASSOCIATES.COM

I do hereby certify that the information contained herein is true and correct.

SARA LIMON
Name

12/10/2025
Date

2221 N. Phillips Ranch Rd.
Granite Shoals, TX 78654
830-598-2424 (ofc.) 830-598-6538 (fax)
www.graniteshoals.org

Owners Name: Orlando Shelby

Physical Address: 402 E Bluebriar and 405 E Bluebonnet

Re-Plat Type: Minor

Replat Check List	Yes	Comment(s)
Complete Application		
Review Application	X	
Verify Ownership	X	
Verify water line placement	x	
Verify purpose for re-plat recommendation	X	
No Lien/No SSTF	X	
Review Surveyor replat areas for Accuracy		
Physical Address	X	
Verify Platting Lot Numbers	X	
PEC Easement Release(s)	X	
Replat Signed Off by		
Owner	X	
Surveyor	X	
City Manager		
Copy of Recorded Plat Returned to City by Surveyor		

[illegible]

STATE OF TEXAS: _____:
COUNTY OF _____:

KNOW ALL MEN BY THESE PRESENTS: THAT ORLANDO RAY SHELBY, BEING THE OWNER OF LOTS 83-86, SHERWOOD SHORES, CASTLEHILLS SECTION, AS SHOWN ON PLAT RECORDED IN CABINET 1, SLIDE 36A OF THE PLAT RECORDS OF BURNET COUNTY, TEXAS, AND LOTS 277 & 278, SHERWOOD SHORES, SHERWOOD MANOR SECTION, AS SHOWN ON PLAT RECORDED IN CABINET 1, SLIDE 36D OF THE PLAT RECORDS OF BURNET COUNTY, TEXAS, FURTHER BEING DESCRIBED IN DOCUMENT NO. 202214403 OF THE OFFICIAL PUBLIC RECORDS OF BURNET COUNTY, TEXAS, AND LOTS 279 & 280, SHERWOOD SHORES, SHERWOOD MANOR SECTION, AS SHOWN ON PLAT RECORDED IN CABINET 1, SLIDE 36D OF THE PLAT RECORDS OF BURNET COUNTY, TEXAS, FURTHER BEING DESCRIBED IN DOCUMENT NO. 202208385 OF THE OFFICIAL PUBLIC RECORDS OF BURNET COUNTY, TEXAS, DO HEREBY REPLAT SAME AS SHOWN AND DO HEREBY ADOPT THIS REPLAT TO BE KNOWN AS "LOT 83A, SHERWOOD SHORES, CASTLEHILLS SECTION & LOT 277A, SHERWOOD SHORES, SHERWOOD MANOR SECTION" AS THE OFFICIAL PLAT OF SAME AND DO HEREBY DEDICATE THE STREETS AND EASEMENTS SHOWN HEREON TO THE USE OF THE PUBLIC.

IN WITNESS WHEREOF, ON THIS _____ DAY OF _____, 2025.

ORLANDO RAY SHELBY – OWNER

STATE OF TEXAS: _____:
COUNTY OF _____:

BEFORE ME, IN AND FOR SAID COUNTY AND STATE, ON THIS DAY PERSONALLY APPEARED ORLANDO RAY SHELBY, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT AND ACKNOWLEDGED THAT THEY EXECUTED THE SAME FOR THE PURPOSE AND CONSIDERATION THEREIN EXPRESSED.

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS _____ DAY OF _____, 2025.

NOTARY PUBLIC IN AND FOR THE STATE OF TEXAS

STATE OF TEXAS:
COUNTY OF BURNET:
CITY OF GRANITE SHOALS:

THIS PLAT HAS BEEN CONSIDERED AND APPROVED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF GRANITE SHOALS, TEXAS AT ITS MEETING ON
THE _____ DAY OF _____, 2025, AND IS HEREBY RECOMMENDED BY SUCH COMMISSION TO THE CITY COUNCIL FOR ITS CONSIDERATION AND APPROVAL.

APPROVAL: _____
CHAIR OF PLANNING AND ZONING COMMISSION
CITY OF GRANITE SHOALS, TEXAS

ATTEST: _____
CITY SECRETARY
CITY OF GRANITE SHOALS, TEXAS

STATE OF TEXAS:
COUNTY OF BURNET:
CITY OF GRANITE SHOALS:

THIS PLAT HAS BEEN SUBMITTED TO THE CITY COUNCIL OF THE CITY OF GRANITE SHOALS, TEXAS

AT ITS MEETING ON THE _____ DAY OF _____, 2025, AND IS DULY CONSIDERED AND FOUND TO COMPLY WITH THE LAWS AND STATUTES OF THE STATE OF TEXAS AND THE CITY ORDINANCES OF THE CITY OF GRANITE SHOALS, TEXAS.

APPROVAL: _____
MAYOR
CITY OF GRANITE SHOALS, TEXAS

ATTEST: _____
CITY SECRETARY
CITY OF GRANITE SHOALS, TEXAS

NOTES:

1. THE PROPERTY SHOWN HEREON IS CURRENTLY ZONED R-1 (SINGLE-FAMILY RESIDENTIAL).
2. THIS PLAT WAS PREPARED IN CONFORMANCE WITH THE CITY OF GRANITE SHOALS, SUBDIVISIONS REGULATIONS, ORDINANCE NO. 549, AND HEREBY DELETES AND TAKES THE PLACE OF LOTS 83-86, SHERWOOD SHORES, CASTLEHILLS SECTION, AS RECORDED IN CABINET 1, SLIDE 36A OF THE PLAT RECORDS OF BURNET COUNTY, TEXAS, AND LOTS 277-280, SHERWOOD SHORES, SHERWOOD MANOR SECTION, AS RECORDED IN CABINET 1, SLIDE 36D OF THE PLAT RECORDS OF BURNET COUNTY, TEXAS.
3. LOT 83A IS SUBJECT TO THE RESTRICTIVE COVENANTS OF SHERWOOD SHORES, CASTLEHILLS SECTION, AND LOT 277A IS SUBJECT TO THE RESTRICTIVE COVENANTS OF SHERWOOD SHORES, SHERWOOD MANOR SECTION, AND ALL PROPERTY SHOWN HEREON IS SUBJECT TO ALL CURRENT LAND USE ORDINANCES AND SUBDIVISION REGULATIONS FOR THE CITY OF GRANITE SHOALS, TEXAS.
4. ALL PROPERTY HEREIN IS SUBJECT TO THE LOWER COLORADO RIVER AUTHORITY'S HIGHLAND LAKES WATERSHED ORDINANCE. WRITTEN NOTIFICATION AND/OR PERMITS ARE REQUIRED PRIOR TO COMMENCING ANY DEVELOPMENT ACTIVITIES. CONTACT LCRA WATERSHED MANAGEMENT AT 1-800-776-5272, EXTENSION 2324 FOR MORE INFORMATION.
5. EACH AND EVERY ON-SITE SEWAGE FACILITY INSTALLED WITHIN THIS SUBDIVISION MUST BE PERMITTED, INSPECTED, AND APPROVED FOR OPERATION UNDER THOSE TERMS, STANDARDS, AND REQUIREMENTS OF THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY AND LOWER COLORADO RIVER AUTHORITY AS ARE IN EFFECT AT THE TIME SUCH APPLICATIONS FOR PERMITS ARE MADE.
6. PROPERTY IS LOCATED WITHIN ZONE X (AREAS OUTSIDE OF THE 100 YR FLOOD) AS SHOWN ON THE FLOOD INSURANCE RATE MAP NO. 48053C0560F, EFFECTIVE MARCH 15, 2012, BURNET COUNTY, TEXAS.
7. BASIS OF BEARINGS ARE TO THE NORTH AMERICAN DATUM OF 1983, TEXAS COORDINATE SYSTEM, CENTRAL ZONE.
8. THE DISTANCES SHOWN HEREON ARE GRID VALUES. FOR SURFACE VALUES APPLY A COMBINED SCALE FACTOR OF 1.00013257 FEET.
9. ACCORDING TO THE CITY OF GRANITE SHOALS ZONING, CURRENT OVERHANG EASEMENT/SETBACK REQUIREMENTS ARE:
PUBLIC UTILITY EASEMENTS: 5' AROUND THE ENTIRE LOT, MEASURED FROM THE FRONT, SIDE AND REAR LOT LINES.
FRONT OVERHANG SETBACK: 20' FROM FRONT LOT LINE
SIDE AND REAR OVERHANG SETBACK: 5' FROM PROPERTY LINE
CORNER LOT OVERHANG SETBACK: 10' FROM SIDE LOT LINE
WATER FRONT OVERHANG SETBACK: 10' FROM WATER'S EDGE/SHORELINE
**THESE VALUES ARE SUBJECT TO CHANGE DEPENDING ON 911 ADDRESSING. CONFIRM SETBACKS WITH THE CITY PRIOR TO ANY CONSTRUCTION ON THIS PROPERTY.

10. WHEREAS ORLANDO RAY SHELBY, BEING THE OWNER OF LOTS 83-86, SHERWOOD SHORES, CASTLEHILLS SECTION, & LOTS 277-280, SHERWOOD SHORES, SHERWOOD MANOR SECTION, DESIRE THAT THE FIVE FOOT (5') UTILITY EASEMENT ALONG EACH SIDE OF THE COMMON LINE BETWEEN LOTS 83-86, SHERWOOD SHORES, CASTLEHILLS SECTION & THE FIVE FOOT (5') UTILITY EASEMENT ALONG EACH SIDE OF THE COMMON LINE BETWEEN LOTS 277-280, SHERWOOD SHORES, SHERWOOD MANOR SECTION, BE ABANDONED AND RELEASED IN ORDER TO REPLAT LOT 83A, SHERWOOD SHORES, CASTLEHILLS SECTION & LOT 277A, SHERWOOD SHORES, SHERWOOD MANOR SECTION, THE CITY OF GRANITE SHOALS CAN/MAY PROVIDE WATER SERVICE TO THE AFOREMENTIONED AREA AND WILL CONTINUE TO HAVE ADEQUATE EASEMENT TO SAID PROPERTY THROUGH THE REMAINING UTILITY EASEMENTS. PROPERTY OWNER WILL PROVIDE WATER TO THE PROPERTY AT THE OWNER'S EXPENSE AND CITY'S SPECIFICATIONS AND APPROVED PER CITY CODE OF ORDINANCES.

STATE OF TEXAS:
COUNTY OF BURNET:

I, K.C. LUST, A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF TEXAS, DO HEREBY CERTIFY THAT THIS REPLAT OF "LOT 83A, SHERWOOD SHORES, CASTLEHILLS SECTION & LOT 277A, SHERWOOD SHORES, SHERWOOD MANOR SECTION" WAS PREPARED FROM AN ACTUAL SURVEY MADE ON THE GROUND UNDER MY DIRECT SUPERVISION, AND THAT SAID PLAT IS A TRUE AND CORRECT REPRESENTATION TO THE BEST OF MY BELIEFS AND KNOWLEDGE.

WITNESS MY HAND AND SEAL THIS 10TH DAY OF NOVEMBER, 2025.

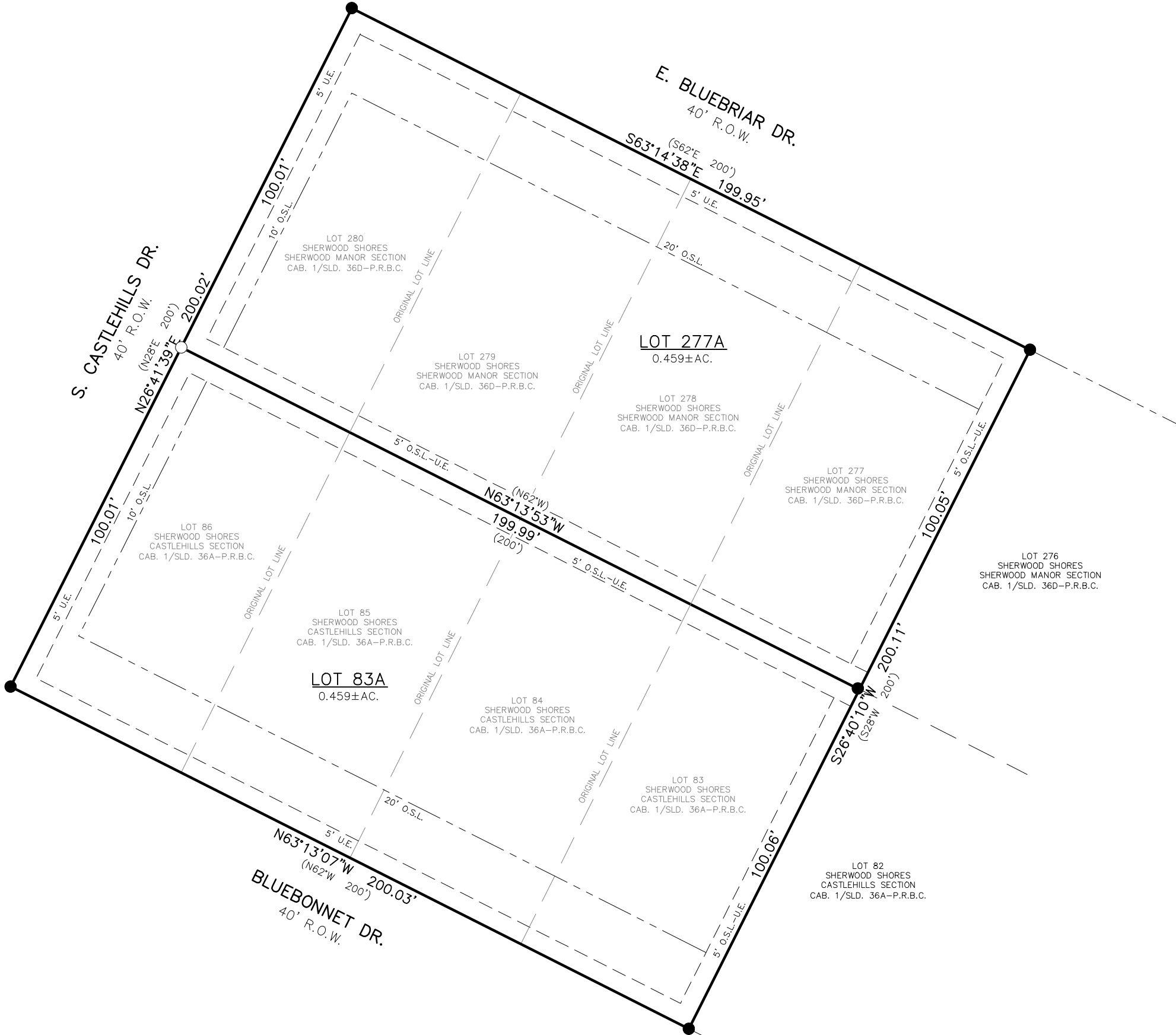
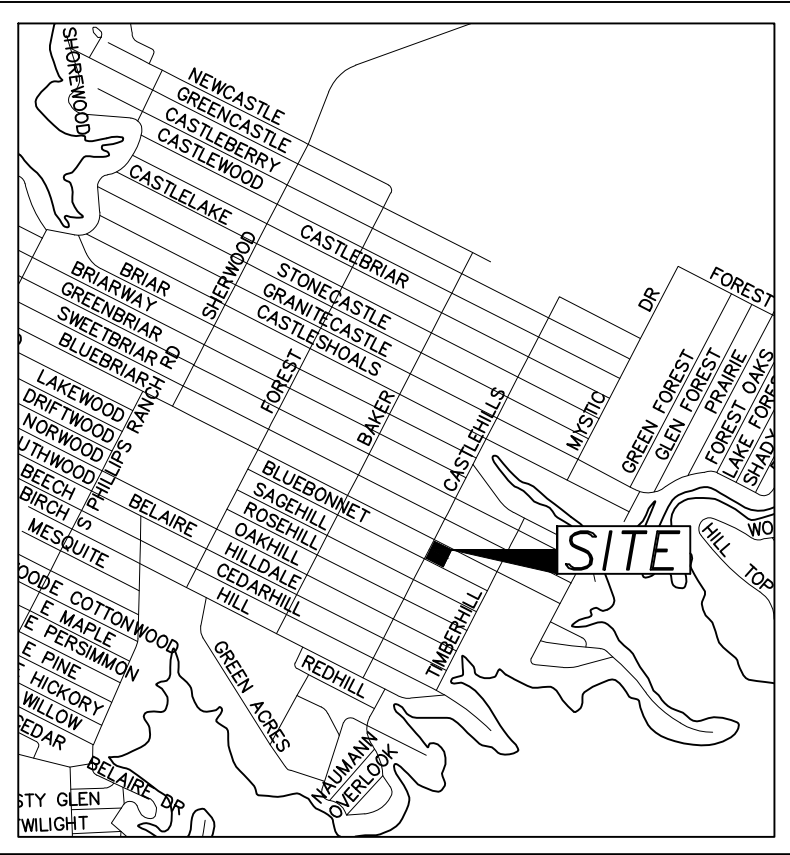
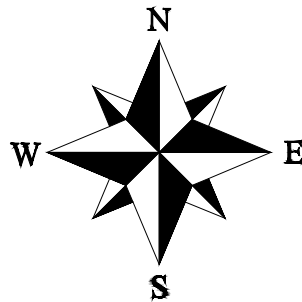
K.C. LUST, R.P.L.S. NO. 5273

PRELIMINARY – ADMINISTRATIVE REVIEW

PURSUANT TO THE STATE OF TEXAS ADMINISTRATIVE CODE SECTION 138.33(e). THIS DOCUMENT IS "PRELIMINARY, THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE AND SHALL NOT BE USED OR VIEWED OR RELIED UPON AS A FINAL SURVEY DOCUMENT"



LEGEND	
●	1/2" IRON PIN FOUND (UNLESS NOTED)
○	SET 1/2" IRON PIN WITH CUPLIN PROPERTY CAP
....	VOLUME/PAGE
P.R.B.C.	PLAT RECORDS BURNET CO.
()	RECORD INFO/SUBJECT
B.S.L.	BLDG. SETBACK LINE
U.E.	UTILITY EASEMENT



BEING A REPLAT OF LOTS 83-86, SHERWOOD SHORES, CASTLEHILLS SECTION, AS RECORDED IN CABINET 1, SLIDE 36A OF THE PLAT RECORDS OF BURNET COUNTY, TEXAS, AND LOTS 277-280, SHERWOOD SHORES, SHERWOOD MANOR SECTION, AS RECORDED IN CABINET 1, SLIDE 36D

TO BE KNOWN AS
**LOT 83A, SHERWOOD SHORES, CASTLEHILLS SECTION &
LOT 277A, SHERWOOD SHORES, SHERWOOD MANOR SECTION**

COUNTY SEAL AND FILING INFORMATION

PROJ. NO. 25654
PREPARED FOR: ORLANDO RAY SHELBY
TECH: JTM
APPROVED: K.C. LUST
FIELDWORK PERFORMED ON: 10/01/2025
FILE PATH: PROJECTS 2025\25654\DWG\25654 - REPLAT.dwg
COPYRIGHT:2025 PROFESSIONAL FIRM NO: 10126900

1500 OLLIE LANE
MARBLE FALLS, TX. 78654
PH.325-388-3300/830-693-8815
WWW.CUPLINASSOCIATES.COM

SCALE 1" = 30'



	2	
	1	
DATE	NO.	DESCRIPTION
REVISIONS		

1 OF 1
SHEET

RESOLUTION NO. 718

A RESOLUTION OF THE CITY OF GRANITE SHOALS, TEXAS, RATIFYING ACCEPTANCE AND DEDICATION OF A DONATION FROM THE RUBIN FAMILY PURSUANT TO THE CITY'S DONATION POLICY; AND PROVIDING FOR THE FOLLOWING: SAVINGS, SEVERABILITY, REPEALER, EFFECTIVE DATE, AND PROPER NOTICE AND MEETING

WHEREAS, the City Council (the "Council") of the City of Granite Shoals, Texas (the "City") seeks to provide for the health, safety, and welfare of its citizens; and

WHEREAS, on December 9, 2025, the Council adopted Resolution No. 717, which adopted the City's official policy on the acceptance, dedication, and accounting for donations to the City; and

WHEREAS, the City Council is committed to fiscal responsibility and finds that compliance with its policy regarding donations is necessary for the good governance of the City; and

WHEREAS, on or about May 20, 2025, the City accepted a donation from the Rubin family in the amount of \$5,000.00 for the donors' intended purpose to support the Christmas Outreach Barbeque fundraiser, which is a fundraiser that raises money for the purchase of Christmas gifts for local families in need; and

WHEREAS, pursuant to the intent of the donors, the City accepted and committed the donated funds to the Christmas Outreach Barbeque fundraiser for the purchase food that will be sold at the fundraiser events in 2025 and 2026, and that the proceeds of these sales will be used for the purchase of Christmas gifts for local families in need; and

WHEREAS, the 2025 Christmas Outreach Barbeque fundraiser was held at the Granite Shoals fire station on November 8, 2025, and the 2026 event will be held at a similar place and time; and

WHEREAS, compliance with the City's donation policy encourages donations that support the services and public programs that the City provides to its citizens and community; and

WHEREAS, the Council ratifies the City's actions accepting the donation of funds from the Rubins for the above-stated and designated purpose pursuant to the City's donation policy, and finds that this purpose is a public purpose which is consistent with City goals, legal requirements, and fiscal responsibility, and encourages community partnerships that enhance City programs and services; and

WHEREAS, the City Council finds that it is in the best interest of the welfare of the citizens of Granite Shoals, Texas to adopt this resolution ratifying the City's prior acceptance of a

generous donation from the Rubin family, as well as the dedication of said funds for the purchase of food to be sold at the 2025 and 2026 Christmas Outreach Barbeque fundraiser in compliance with the intent and wishes of the Rubin family.

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

SECTION I. FINDINGS OF FACT

All of the above premises are hereby found to be true and correct legislative and factual findings of the City Council and are hereby approved and incorporated into the body of this Resolution as if copied in their entirety.

SECTION II. RATIFICATION OF ACCEPTANCE OF RUBIN DONATION AND FINDING OF PUBLIC PURPOSE PURSUANT TO DONATION POLICY

The City ratifies its acceptance of the donation of \$5,000.00 from the Rubin family for the purpose of purchasing food that is to be sold at the 2025 and 2026 Christmas Outreach Barbecue fundraiser, with the proceeds of the sale of said food at these events to be used to purchase Christmas gifts for local families in need. The City finds that this use of the donation in this manner complies both with the intent of the donors as well as the City's donation policy, as this use complies with the policy's stated objectives. The expenditure of the \$5,000.00 donation received by the City from the Rubin family is authorized for this public purpose for the 2025 and 2026 Christmas Outreach Barbecue events.

SECTION III. SAVINGS

The repeal of any resolution or part of resolutions effectuated by the enactment of this Resolution shall not be construed as abandoning any action now pending under or by virtue of such resolution or as discontinuing, abating, modifying or altering any penalty accruing or to accrue, or as affecting any rights of the City under any section or provisions of any resolutions at the time of passage of this Resolution.

SECTION IV. SEVERABILITY

Should any sentence, paragraph, subdivision, clause, phrase, or section of this Resolution be adjusted or held to be unconstitutional, illegal, or invalid, the same shall not affect the validity of this Resolution in whole or any part or provision thereof, other than the part so declared to be invalid, illegal or unconstitutional.

SECTION V. REPEALER

The provisions of this Resolution shall be cumulative of all other resolutions or parts of resolutions governing or regulating the same subject matter as that covered herein; provided, however, that all prior resolutions or parts of resolutions inconsistent or in conflict with any of the provisions of this Resolution are hereby expressly repealed to the extent that such inconsistency is

apparent. This Resolution shall not be construed to require or allow any act that is prohibited by any other resolution.

SECTION VI. EFFECTIVE DATE

This Resolution shall take effect immediately from and after its passage and publication as may be required by law.

SECTION VII. PROPER NOTICE AND MEETING

It is hereby officially found and determined that the meeting at that this Resolution was 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 of the Texas Government Code.

PASSED AND APPROVED this 13th day of January, 2026.

Ron Munos
Mayor

ATTEST:

Dawn Wright,
City Secretary

APPROVED AS TO FORM:

Joshua Katz,
City Attorney



City Council

STAFF REPORT

Subject: Discuss, consider and take possible action to Approve Resolution No. 719 Ratifying Acceptance of a \$175,000 Donation from the Hudson Family and Authorizing Naming Rights Pursuant to the City's Donation Policy.

Date: January 13, 2025

Background:

In accordance with the City's adopted Donation Policy (Resolution No. 717), any donation or sponsorship exceeding \$49,999.99, or involving the naming of a City facility, requires City Council approval at a regular meeting. On December 16, 2025, the City of Granite Shoals received a generous donation of \$175,000 from the Hudson family to fund the design and construction of the Proton Amphitheater at Quarry Park. This gift provides the resources needed to move forward with a previously unfunded project, but one that is consistent with the Council's strategic priorities, which include:

Parks and Public Spaces

- Enhance Quarry Park as a community and revenue-generating asset.
- Expand events, improve branding, and pursue grant opportunities.

The amphitheater will enhance Quarry Park as a regional destination for recreation, culture, and community events.

Discussion:

This donation meets all applicable provisions of the City's Donation Policy, as attached.

- **Section II – Purpose:** The donation aligns with the City's mission, values, and strategic goals by promoting recreation, community engagement, and public gathering space.
- **Section VII(B) – Authorization Levels:** Donations over \$49,999.99 require City Council approval.
- **Section VI – Consistency with City Interest:** The gift serves a public purpose, aligns with City plans and ordinances, and does not create any conflict of interest.
- **Section V(5) – Naming Rights:** As the donation includes sponsorship and naming rights for a public facility ("Proton Amphitheater"), Council approval is required and appropriate.

- **Documentation:** The City Manager’s Office has completed the required Donation Form.

Project Significance:

The Proton Amphitheater will serve as a long-term investment in Granite Shoals’ cultural and recreational landscape. Its name and concept symbolize the City’s connection to both its geological past and its forward momentum. Forged from the quarries that built our city, inspired by the elements that shape our world. The name *Proton Amphitheater* reflects both the natural and elemental foundations of Granite Shoals’ identity and the forward-looking energy of its community.

The amphitheater celebrates:

- **Our Geological Roots** – A tribute to the granite and quarrying heritage that shaped the City’s economy and landscape.
- **The Power of Connection** – Like protons bonding to form matter, the venue will unite residents and visitors through shared cultural experiences.
- **Energy and Momentum** – A symbol of the positive charge that defines Granite Shoals’ optimism, creativity, and progress.
- **Next-Level Elements** – The evolution of Granite Shoals from its natural foundations to a center of community, culture, and collaboration.

Fiscal Impact:

The \$175,000 donation is restricted for the design and construction of the Proton Amphitheater and will be managed in accordance with Generally Accepted Accounting Principles (GAAP) as established by the Governmental Accounting Standards Board (GASB). No additional City funds are obligated beyond this amount at this stage. The donation will be deposited into a restricted capital project account within the City’s financial system to ensure transparency, accountability, and full alignment with donor intent. The City will seek a FY26 budget amendment at the time funds are expected to be expended for design or construction.

Future operational and maintenance costs associated with the amphitheater will be incorporated into the Parks Department’s annual operating budget as needed to ensure the project’s long-term sustainability and public benefit.

Recommendation:

Staff recommends that the City Council approve the accompanying Resolution Ratifying Acceptance and Dedication of the \$175,000 Donation from the Hudson Family and authorizing the naming of the facility as the “Proton Amphitheater at Quarry Park.”

This donation reflects extraordinary community generosity and partnership, aligning with the City’s long-term vision for Quarry Park and the enhancement of public spaces that foster connection, creativity, and civic pride.

Exhibits:

1. Resolution No. 719 Ratifying Acceptance of Donation and Naming Rights for Proton Amphitheater at Quarry Park
2. City of Granite Shoals Donation Policy (Resolution No. 717)
3. Location map of the Proton Amphitheater

RESOLUTION NO. 719

**A RESOLUTION OF THE CITY OF GRANITE SHOALS, TEXAS,
RATIFYING ACCEPTANCE AND DEDICATION OF A DONATION
FROM THE HUDSON FAMILY PURSUANT TO THE CITY'S DONATION
POLICY; AND PROVIDING FOR THE FOLLOWING: SAVINGS,
SEVERABILITY, REPEALER, EFFECTIVE DATE, AND PROPER
NOTICE AND MEETING**

WHEREAS, the City Council (the "Council") of the City of Granite Shoals, Texas (the "City") seeks to provide for the health, safety, and welfare of its citizens; and

WHEREAS, on December 9, 2025, the Council adopted Resolution No. 717, which adopted the City's official policy on the acceptance, dedication, and accounting for donations to the City; and

WHEREAS, the City Council is committed to fiscal responsibility and finds that compliance with its policy regarding donations is necessary for the good governance of the City; and

WHEREAS, on or about December 16, 2025, the City received a generous donation in the amount of \$175,000 from the Hudson family, for the donors' intended purpose to support the design and construction of the Proton Amphitheater at Quarry Park; and

WHEREAS, the Hudson family's extraordinary gift represents a lasting legacy of generosity, community investment, and pride in Granite Shoals' future, enabling the City to move forward with a previously unfunded project that will serve residents and visitors for generations to come; and

WHEREAS, the name "**Proton Amphitheater**" reflects both the natural and elemental foundations of Granite Shoals' identity and the forward-looking energy of its community, and was inspired by the idea that the amphitheater will be:

- **Forged from the quarries that built our city, inspired by the elements that shape our world;**
- **A symbol of our geological roots**, honoring the granite and quarrying heritage that shaped the local economy and landscape;
- **A space of connection**, much like protons bond to form matter, bringing people together through art, music, and shared experience;
- **A beacon of positive energy**, representing optimism, creativity, and progress; and
- **A next-level element of community identity**, transforming raw natural strength into cultural and communal momentum; and

WHEREAS, the City Council finds that the development of the Proton Amphitheater will enhance Quarry Park as a recreational and cultural destination, promote tourism, expand outdoor programming, and create a lasting venue for community gatherings and events; and

WHEREAS, compliance with the City's donation policy encourages and safeguards contributions that support public facilities, programs, and improvements that benefit residents and strengthen civic engagement; and

WHEREAS, the Council ratifies the City's actions in accepting the donation of funds from the Hudson family for the above-stated and designated purpose pursuant to the City's donation policy, and finds that this purpose serves a legitimate public use consistent with City goals, legal requirements, and fiscal responsibility.

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

SECTION I. FINDINGS OF FACT

All of the above premises are hereby found to be true and correct legislative and factual findings of the City Council and are hereby approved and incorporated into the body of this Resolution as if copied in their entirety.

SECTION II. RATIFICATION OF ACCEPTANCE OF RUBIN DONATION AND FINDING OF PUBLIC PURPOSE PURSUANT TO DONATION POLICY

The City ratifies its acceptance of the donation of \$175,000.00 from the Hudson family for the purpose of supporting the design and construction of the Proton Amphitheater at Quarry Park. The City finds that this donation, and its intended use, comply with both the intent of the donors and the City's adopted donation policy, and that such use serves a valid public purpose by enhancing recreation, culture, and community engagement. The expenditure of these funds is hereby authorized for this public purpose. Consistent with the City's donation policy, the Council approves the naming of this facility as the Proton Amphitheater at Quarry Park.

SECTION III. SAVINGS

The repeal of any resolution or part of resolutions effectuated by the enactment of this Resolution shall not be construed as abandoning any action now pending under or by virtue of such resolution or as discontinuing, abating, modifying or altering any penalty accruing or to accrue, or as affecting any rights of the City under any section or provisions of any resolutions at the time of passage of this Resolution.

SECTION IV. SEVERABILITY

Should any sentence, paragraph, subdivision, clause, phrase, or section of this Resolution be adjusted or held to be unconstitutional, illegal, or invalid, the same shall not affect the validity of this Resolution in whole or any part or provision thereof, other than the part so declared to be invalid, illegal or unconstitutional.

SECTION V. REPEALER

The provisions of this Resolution shall be cumulative of all other resolutions or parts of resolutions governing or regulating the same subject matter as that covered herein; provided, however, that all prior resolutions or parts of resolutions inconsistent or in conflict with any of the provisions of this Resolution are hereby expressly repealed to the extent that such inconsistency is apparent. This Resolution shall not be construed to require or allow any act that is prohibited by any other resolution.

SECTION VI. EFFECTIVE DATE

This Resolution shall take effect immediately from and after its passage and publication as may be required by law.

SECTION VII. PROPER NOTICE AND MEETING

It is hereby officially found and determined that the meeting at that this Resolution was 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 of the Texas Government Code.

PASSED AND APPROVED this ____ day of _____, 2026.

Ron Munos
Mayor

ATTEST:

Dawn Wright,
City Secretary

APPROVED AS TO FORM:

Joshua Katz,
City Attorney

RESOLUTION NO. 717

**A RESOLUTION OF THE CITY OF GRANITE SHOALS, TEXAS,
ADOPTING ITS DONATION POLICY; AND PROVIDING FOR THE
FOLLOWING: SAVINGS, SEVERABILITY, REPEALER, EFFECTIVE
DATE, AND PROPER NOTICE AND MEETING**

WHEREAS, the City Council (the “Council”) of the City of Granite Shoals, Texas (the “City”) seeks to provide for the health, safety, and welfare of its citizens; and

WHEREAS, the City Council is committed to fiscal responsibility and finds that a policy regarding donations is necessary for the good governance of the City; and

WHEREAS, the City is diligent to ensure compliance with federal and state laws regarding financial matters and standards of conduct; and

WHEREAS, the City Council desires to establish a policy for the City to accept, account for, and utilize donations including monetary gifts, equipment, sponsorships, land, buildings, or any other tangible item; and

WHEREAS, this policy will streamline and standardize the donation process; and

WHEREAS, this policy is intended to encourage donations that support the services and programs that the City provides to its citizens and community; and

WHEREAS, the City Council finds that it is in the best interest of the welfare of the citizens of Granite Shoals, Texas to adopt its policy regarding donations;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY
OF GRANITE SHOALS, TEXAS:**

SECTION I. FINDINGS OF FACT

All of the above premises are hereby found to be true and correct legislative and factual findings of the City Council and are hereby approved and incorporated into the body of this Resolution as if copied in their entirety.

SECTION II. ADOPTION OF DONATION POLICY

The Donation Policy attached to this Resolution as **Exhibit A** is hereby approved and adopted for immediate implementation upon the date of the passage of this Resolution.

SECTION III. SAVINGS

The repeal of any resolution or part of resolutions effectuated by the enactment of this Resolution shall not be construed as abandoning any action now pending under or by virtue of

such resolution or as discontinuing, abating, modifying or altering any penalty accruing or to accrue, or as affecting any rights of the City under any section or provisions of any resolutions at the time of passage of this Resolution.

SECTION IV. SEVERABILITY

Should any sentence, paragraph, subdivision, clause, phrase, or section of this Resolution be adjusted or held to be unconstitutional, illegal, or invalid, the same shall not affect the validity of this Resolution in whole or any part or provision thereof, other than the part so declared to be invalid, illegal or unconstitutional.

SECTION V. REPEALER

The provisions of this Resolution shall be cumulative of all other resolutions or parts of resolutions governing or regulating the same subject matter as that covered herein; provided, however, that all prior resolutions or parts of resolutions inconsistent or in conflict with any of the provisions of this Resolution are hereby expressly repealed to the extent that such inconsistency is apparent. This Resolution shall not be construed to require or allow any act that is prohibited by any other resolution.

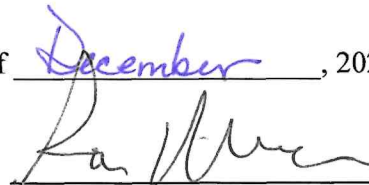
SECTION VI. EFFECTIVE DATE

This Resolution shall take effect immediately from and after its passage and publication as may be required by law.

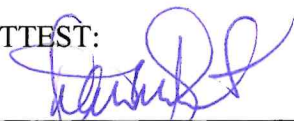
SECTION VII. PROPER NOTICE AND MEETING

It is hereby officially found and determined that the meeting at that this Resolution was 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 of the Texas Government Code.

PASSED AND APPROVED this 9th day of December, 2025.



Ron Munos
Mayor

ATTEST:


Dawn Wright,
City Secretary



APPROVED AS TO FORM:


~~Joshua Katz,~~ COBBY CAPUTO
City Attorney

Exhibit A



Donation Policy

AUTHORITY

The Granite Shoals City Council is responsible for legislative actions, policy formulation, and establishing the overall direction of municipal government. This includes the adoption of financial policies governing the operations of the City of Granite Shoals ("City").

The City Manager is charged with implementing City Council policy directives and managing the day-to-day operations of all departments. The Director of Finance shall administer this policy on behalf of the City Manager.

PURPOSE

The purpose of this policy is to establish a formal, transparent, and accountable process for the acceptance, documentation, and administration of donations, sponsorships, and naming rights.

This policy ensures that all such contributions:

- Align with the City's mission, values, and strategic goals;
- Follow uniform review and acceptance procedures;
- Are properly accounted for, acknowledged, and reported; and
- Are managed in a fiscally responsible and ethical manner consistent with the public interest

SCOPE

This policy applies to all donations, sponsorships, and naming rights offered to or accepted by the City of Granite Shoals, its elected officials, departments, employees, boards, and commissions.

It covers all funds and resources under the fiscal control of the City Manager and the City Council.

DEFINITIONS

1. Donation:

A voluntary contribution of money, real or personal property, equipment, in-kind goods, or services made to the City without expectation of payment or return benefit.

2. Designated (Restricted) Donation:

A donation specified in writing by the donor for a particular department, project, or purpose. Use of such funds or assets is limited to the stated purpose.

3. Undesignated (Unrestricted) Donation:

A donation made without donor-imposed restrictions. These shall be recorded in the City's General Fund unless otherwise directed by the City Council.

4. Sponsorship:

A financial or in-kind contribution made with the expectation of recognition or promotional consideration, such as acknowledgment of the sponsor's name, logo, or message. Sponsorships must align with City values and do not constitute paid commercial advertising.

Sponsorship recognition shall not imply City endorsement of a sponsor's products, services, or viewpoints. Sponsor messages may not include political content, offensive material, or commercial advertising inconsistent with City values or public purpose requirements.

5. Naming Rights:

A form of sponsorship granting a third party the exclusive right to name a City property, facility, or asset for an agreed period.

1. All naming rights agreements require City Council approval.
2. Naming rights shall be granted only when the proposed name is consistent with City values, enhances the public interest, and is appropriate for a public facility.
 - a. Agreements must include:
 - i. Duration of the naming rights term;
 - ii. Revocation rights for the City, including for reputational concerns, breach of agreement, or legal issues;
 - iii. Brand, logo, or message restrictions to ensure content is appropriate for public property;
 - iv. Maintenance, signage, or operational responsibilities, if any.
 - b. Naming rights shall not:
 - i. Imply City endorsement of a product, service, or viewpoint;
 - ii. Include political content, offensive material, or commercial advertising inconsistent with City values;
 - iii. Conflict with existing facility names or community heritage.
3. All naming rights agreements shall be reviewed by the City Manager, Finance Director, and City Attorney prior to presentation to City Council.

POLICY OBJECTIVES

1. To establish clear procedures for accepting and managing donations and sponsorships;
2. To ensure donations are consistent with City goals, legal requirements, and fiscal responsibility;
3. To encourage community partnerships that enhance City programs, facilities, and services; and
4. To maintain transparency, accountability, and compliance with applicable laws and accounting standards.

GENERAL PRINCIPLES

1. Donations do not become City property until formally accepted pursuant to this policy.
2. Donations shall not be accepted from any donor where acceptance could create a conflict of interest under City policy or state law.
3. The City reserves the right to decline any donation or sponsorship not deemed in its best interest.
4. The City provides no legal, tax, or financial advice to donors, who are encouraged to seek professional guidance.
5. Prior to acceptance, the City shall evaluate any direct or indirect expenditure obligations associated with the donation.

6. All donations must be used for official City purposes.
7. The City Manager, or designee, shall issue official acknowledgments for accepted donations.
8. All donations must comply with applicable Internal Revenue Service regulations and state and local laws.
9. Gifts exchanged as part of goodwill or diplomatic exchanges (e.g., from sister cities, visiting dignitaries) are exempt from this policy.
10. In emergency situations, the City Manager may authorize acceptance of donations essential to public health and safety, with City Council notification as soon as practical.

CONSISTENCY WITH CITY INTEREST

Donations and sponsorships shall be accepted only when they:

- Serve a public purpose;
- Align with City plans, policies, and ordinances; and
- Do not create conflicts of interest, real or perceived, or compromise the City's integrity or impartiality.

REVIEW AND ACCEPTANCE PROCEDURES

A. Evaluation Criteria

Each proposed donation shall be reviewed considering:

1. Estimated value and type of asset;
2. Fiscal or maintenance obligations;
3. Consistency with the approved budget;
4. Long-term operational impacts; and
5. Legal, environmental, or liability concerns.

B. Authorization Levels

1. **Up to \$50,000.00** – May be accepted by the **City Manager or Designee**.
2. **Over \$50,000.00 or any non-cash capital asset** – Must be approved by **City Council** at a regular meeting.

C. Real Property Donations

1. The City shall determine valuation for accounting purposes, not for donor tax reporting.
2. All real property donations, \$50,000.00 or greater, require City Council approval.
3. When considering acceptance of a donation, City Manager or designee shall consider and/or conduct due diligence to include the following:
 - Appraised value;
 - Associated costs and maintenance obligations;
 - Environmental or liability risks;
 - Donor-imposed restrictions, if any; and
 - Recommended conditions of acceptance
 - Alinement with City goals.

D. Securities

Publicly traded equity or debt securities accepted by the City shall be liquidated immediately upon receipt by the Director of Finance.

E. Documentation and Accounting

1. Each donation shall be documented using an official **City Donation Form**.
2. Donation records shall be retained in accordance with the City's adopted Records Retention Schedule and all applicable state laws.
3. All donations shall be recorded and expended in accordance with **Generally Accepted Accounting Principles (GAAP)** and **Governmental Accounting Standards Board (GASB)** requirements.
4. Restricted donations unspent after the completion of the related project shall be transferred to the **General Fund**, unless prohibited by law or agreement.
5. If the stated purpose of a restricted donation cannot be completed, the City shall seek donor approval for an alternative use consistent with City goals. If donor approval cannot be obtained, the City may return the donation or reallocate it as permitted by law and applicable agreements.
6. Donations remaining unspent after three (3) years may be reallocated to the General Fund, subject to City Council approval.

ACKNOWLEDGEMENT AND COMMUNICATION

1. Donors shall be notified in writing of the acceptance or declination of their contribution within ten (10) business days of the City's determination.
2. The City may publicly recognize donors in accordance with established City practices and donor preferences, subject to Council approval when applicable.
3. Anonymous donations may be accepted; however, donor identity must be disclosed to the City Manager and Director of Finance for accounting and legal compliance. The donor's identity may remain confidential to the public to the extent permitted by law.

DECLINED DONATIONS

The City reserves the right to decline any donation or sponsorship that:

- Conflicts with City policies, values, or goals;
- Imposes undue financial or administrative burden;
- Seeks to influence City decision-making; or
- Is otherwise not in the public interest.

EXCLUSIONS

This policy does not apply to voluntary donations made via utility billing for Emergency Services (Police, Fire, and EMS).

ADMINISTRATION AND REVIEW

The City Manager and Director of Finance are jointly responsible for implementing and maintaining compliance with this policy.

This policy shall be reviewed at least once every three (3) years, or as required by changes in law or City Council direction.

City of Granite Shoals Donation Form



Name of Donor: _____

Address: _____ City: _____ State: _____ Zip: _____

Description of Donation: _____

Donor estimate of current value: _____

Intended use (if any): _____

Potential immediate or initial acquisition or installation cost, any ongoing maintenance or replacement cost:

Conditions of acceptance or donor designation: _____

Any additional remarks: _____

Approved ☐

Disapproved ☐

Date

Finance Department Signature

Date

City Manager or Designee Signature

Date Approved by City Council

Mayor Signature

Proton Amphitheater at Quarry Park

