

## ***Horseshoe Bay Dottie Anderson Citizens' Academy: HSB 101 Spring 2020***

There are nine sessions in HSB 101: eight classes with speakers with the ninth and final class is led by the Mayor followed by a graduation ceremony. The session topics are outlined below. The City Manager typically attends each session to introduce speakers and has an informal question and answer period before and after each session. While session topics may change, the following is a proposed schedule for the Citizens' Academy during the spring of 2020.

### **Session 1**

#### ***Title – City Government – Big Picture View***

Presenters – Mayor--City Council--City Attorney--City Secretary--City Manager

Session covers the responsibilities of the City Council, the City Attorney, the City Secretary, and the City Manager, and the relationship between the City Council and the City Manager. The City as a Home Rule City and its Charter are covered too.

### **Session 2**

#### ***Title - Show Me the Money***

Presenters - Finance Director & Utility Billing Staff

The session provides a general overview of the entire City budget and explains how the citizens' utility bills are calculated and what you can learn from them. The Finance Department is responsible for all financial and accounting functions for the City of Horseshoe Bay.

### **Session 3 (Police Dept. Training Room)**

#### ***Title - Keeping Citizens Safe***

Presenters – Police Chief & Staff

The Police Chief details the activities of the Police Department which has the responsibility of enforcing all state and local laws of Horseshoe Bay. The Police Department responds to all crimes and/or law enforcement emergency 911 calls within the city. The Police Department enforces City Code violations, animal control matters, and provides service and assistance in the event of a manmade or natural emergency.

### **Session 4 (Police Dept. Training Room)**

#### ***Title – Law & Code Enforcement***

Presenters - Municipal Court Judge & Code Enforcement Officer

The Municipal Court Judge will address the role and function of the Municipal Court and the role of the Court for code enforcement matters and substandard building cases.

## **Session 5 (Central Water Treatment Plant Training Room)**

### ***Title – The Things We Take for Granted--Water & Wastewater***

Presenters - Utility Director

This session addresses water treatment and the wastewater treatment facilities. The Utilities Department of the City of Horseshoe Bay provides public health through the cost effective management of Water Treatment and Distribution, Wastewater Collection, Environmentally Safe Treatment and Disposal; and Water Conservation and Environmental Programs.

## **Session 6**

### ***Title - Life, Safety and Pursuit of Happiness***

Presenters – Development Services Director & Staff

Session covers the responsibilities of the Development Services Department such as: planning & zoning; subdivision and replat applications; administration of building plan reviews; building plan reviews & inspections; and floodplain administration.

## **Session 7**

### ***Title – Helping Citizens***

Presenters - Fire Chief & Staff

The Fire Chief addresses the history of the fire department, types of fires and their response as well as fire prevention and emergency medical responses. Non-emergency duties include fire safety inspections, pre-fire plans for target hazards, public fire safety education, and Fire Marshall Duties.

## **Session 8**

### ***Title - Keeping Things Looking Appealing***

Presenters – City Manager & Public Works Director

All the beautification responsibilities the City conducts almost daily will be detailed such as street signs, right-of-way maintenance, FM 2147 mowing & litter pick-up, brush disposal; recycling services; and Martin Park. In addition, the lot mowing programs will be discussed. Deer Management process will be shared too.

## **Session 9**

### ***Title - Graduation***

The Mayor and Council attend this session along with all the speakers from the previous sessions. Students ask questions of the speakers and give opinions concerning the program.

The sessions are held consecutive **Thursdays from 2:00 to 4:00 p.m.** in the City Council chambers. Field trips to City facilities will be common during sessions.

**Schedule for Spring 2020:**

<b>February 6</b>	<b>Session 1</b>
<b>February 13</b>	<b>Session 2</b>
<b>February 20</b>	<b>Session 3</b>
<b>February 27</b>	<b>Session 4</b>
<b>March 5</b>	<b>Session 5</b>
<b>March 12</b>	<b>Session 6</b>
<b>March 19</b>	<b>Session 7</b>
<b>March 26</b>	<b>Session 8</b>
<b>April 2</b>	<b>Session 9/Graduation</b>

Each speaker is usually a department head and is asked to prepare a presentation, whether it is a Power Point presentation, short video that pertains to their subject or just handouts for the students. Each speaker is given 45 minutes to an hour to speak, with time for questions.

Attendees are limited to the first 15 that submit an application. Applicants must be a City of Horseshoe Bay resident with preference given to full-time residents. If there are remaining seats available non-Horseshoe Bay residents may be considered.

We have an attendance policy for the class to ensure we always have a full and dedicated class. Participants missing two or more classes do not graduate from HSB 101. They have the option to make up the classes they missed when the next HSB 101 class takes place. If they make up the sessions, they may graduate with the next class.

During the graduation ceremony, each student is presented with a certificate of completion signed by the Mayor, and a HSB 101 shirt embroidered with the City logo. Their pictures are taken with the Mayor and classmates to be sent to the local newspaper and media outlets.