



CITY OF FAIR OAKS RANCH CITY COUNCIL REGULAR MEETING

Thursday, July 21, 2022 at 6:30 PM

Public Safety Training Room, Police Station, 7286 Dietz Elkhorn, Fair Oaks Ranch

Live Stream: <https://www.youtube.com/channel/UCDqRvLvReqxrh1lbajwshKA/live>

AGENDA

OPEN MEETING

1. Roll Call - Declaration of a Quorum
2. Pledge of Allegiance

CITIZENS and GUEST FORUM

To address the Council, please sign the Attendance Roster located on the table at the entrance in the foyer of the Public Safety Training Room. In accordance with the Open Meetings Act, Council may not discuss or take action on any item which has not been posted on the agenda. Speakers shall limit their comments to five (5) minutes each.

3. Citizens to be heard.

PRESENTATIONS

4. Presentation to James F. Ford in recognition of his retirement and outstanding service to the City.

Joanna Merrill, IPMA-SCP, Director of Human Resources and Communications

5. Roadway Safety Improvements Presentation.

Grant Watanabe, PE, Director of Public Works & Engineering Services

Julio Colunga, Assistant Director of Public Works

Mike Garza, PE, PTOE, RSP1, Legacy Engineering Group

CONSENT AGENDA

All of the following items are considered to be routine by the City Council, there will be no separate discussion on these items and will be enacted with one motion. Items may be removed by any Council Member by making such request prior to a motion and vote.

6. Approval of the July 7, 2022 Regular City Council meeting minutes.

Christina Picioccio, TRMC, City Secretary

7. Approval of the July 13, 2022 Special City Council meeting minutes.

Christina Picioccio, TRMC, City Secretary

REPORTS FROM STAFF AND COMMITTEES

8. Status Update on Boards/Commissions Applications.

Christina Picioccio, TRMC, City Secretary

9. FY 2022-23 Utility Fund Budget Overview.

Scott Huizenga, Assistant City Manager of Administrative Services

REQUESTS AND ANNOUNCEMENTS

10. Announcements and reports by Mayor and Council Members.
11. Announcements by the City Manager.
12. Requests by Mayor and Council Members that items be placed on a future City Council agenda.

CONVENE INTO EXECUTIVE SESSION

Pursuant to Section 551.101 of the Open Meetings Act, Texas Gov't Code, a quorum of the governing body hereby convenes into closed session:

Sec. 551.071 (Consultation with Attorney) the City Council will meet in private consultation with legal counsel to seek the advice of its attorneys about pending or contemplated litigation, a settlement offer, and/or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas conflicts with Chapter 551 of the Government Code; to wit:

13. To receive legal advice from Special Counsel and the City Attorney regarding the City's ground water rights.
14. Cause No. 2022CI01978; Boerne Ranch Estates, LLC v. The City of Fair Oaks Ranch.
15. Case No. 22-090-451; Vincent A. Caldarola, MD vs. City of Fair Oaks Ranch, Texas.

Sec. 552.072 (Deliberation regarding real property)

16. The City Council will meet in closed session to deliberate the purchase, exchange, lease, or value of real property that may be considered for future location of water and wastewater system improvements.

RECONVENE INTO OPEN SESSION

Discussion and possible action on items discussed in Executive Session.

ADJOURNMENT

Signature of Agenda Approval: s/Tobin E. Maples

Tobin E. Maples, City Manager

I, Amanda Valdez, TRMC, Deputy City Secretary, certify that the above Notice of Meeting was posted on the outside bulletin board at the Fair Oaks Ranch City Hall, 7286 Dietz Elkhorn, Fair Oaks Ranch, Texas, and on the City's website www.fairoaksranchtx.org, both places being convenient and readily accessible to the general public at all times.

As per Texas Government Code 551.045, said Notice was posted by 6:30 PM, July 18, 2022 and remained so posted continuously for at least 72 hours before said meeting was convened.

The Fair Oaks Ranch Police Station is wheelchair accessible at the front main entrance of the building from the parking lot. Requests for special services must be received forty-eight (48) hours prior to the meeting time by calling the City Secretary's office at (210) 698-0900. Braille is not available. The City Council reserves the right to convene into Executive Session at any time regarding an issue on the agenda for which it is legally permissible; pursuant to Texas Government Code Chapter 551. Section 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) and 551.087 (Economic Development).



UPDATES ON SAFETY IMPROVEMENTS



GRANT WATANABE, PE, DIRECTOR OF PUBLIC WORKS & ENGR SERVICES
JULIO COLUNGA, ASSISTANT DIRECTOR OF PUBLIC WORKS
OSCAR MICHAEL GARZA, PE, PTOE, RSP₁ - LEGACY ENGINEERING GROUP
JULY 21, 2022





AGENDA

- Chartwell Realignment Construction Update
- Existing Stop Signs Requiring City Council Approval
- Proposed Stop Sign Locations
 - Sight Distance Concerns at Water Plant 2
 - Yield to Stop Conversions (General Discussion)
 - Intersection of High Eschelon at Battle Intense
 - Intersection of Battle Intense at Keeneland / Venturer
- Speed Zone Revision on Battle Intense
- Update on Annual Street Maintenance Plan
- Update on HSIP Project / Schedule







CHARTWELL REALIGNMENT CONSTRUCTION UPDATE

Item #5.



Phase II



LEGACY
ENGINEERING GROUP

Page 8



Phase III

- Pedestrian safety improvements include stop signs and crosswalks to create 4-leg standard intersection
- Recommendation: Future ordinance to include new Dietz Elkhorn stop sign locations



Item #5.



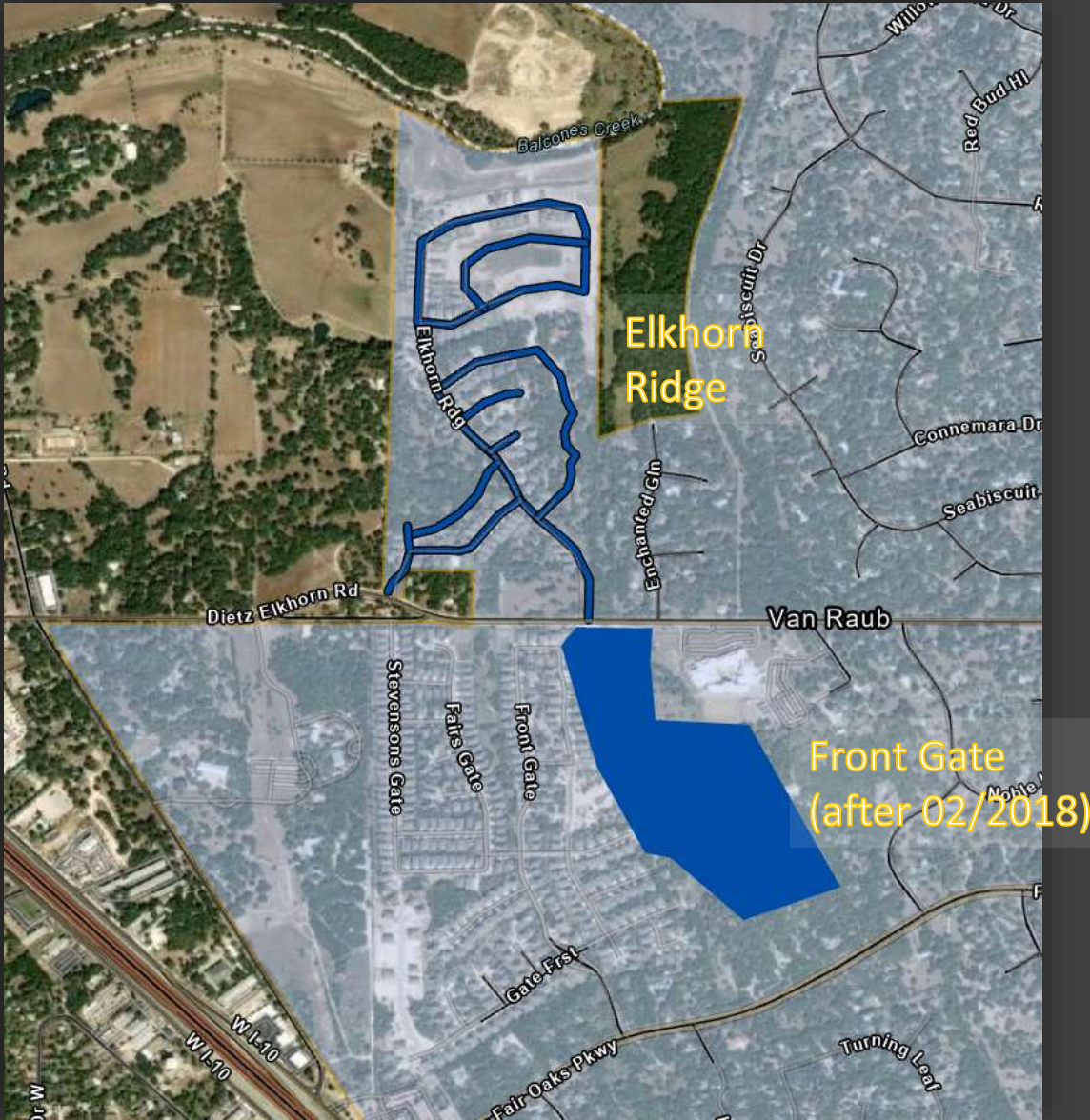
LEGACY
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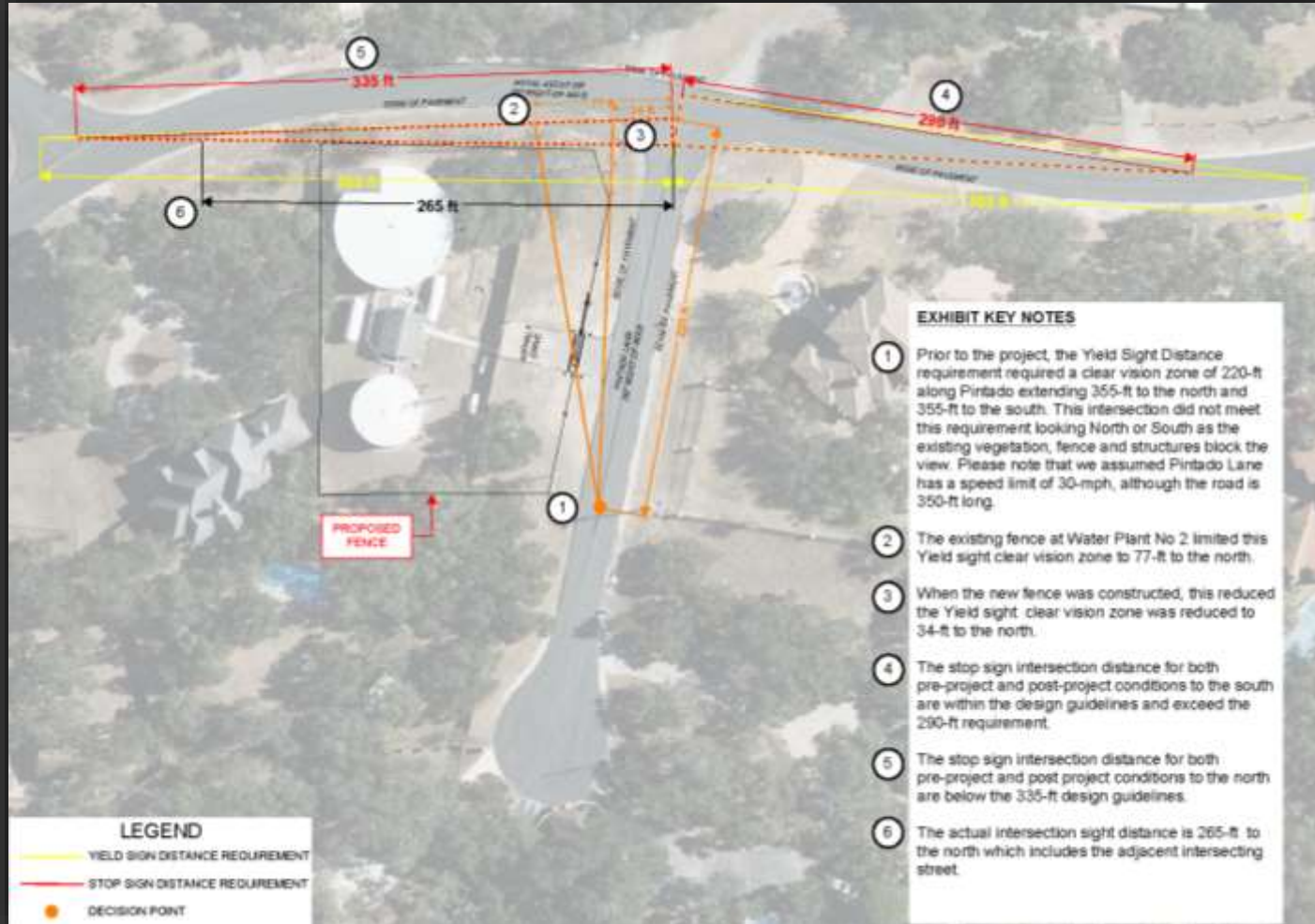
EXISTING STOP SIGNS NEEDING APPROVAL



- In accordance with Law Enforcement Agreements signed in March 2022, an ordinance is required to enforce traffic rules and laws in the following areas:
 - Elkhorn Ridge
 - Front Gate (Units built after February 2018)
- Recommendation: Future ordinance(s) include all stop signs, yield signs and speed limits within these gated communities



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- Yield sight distance requirements not met, further reduced by Water Plant 2 Upgrade project
- Recommendation: Future ordinance include changing yield to stop sign



YIELD SIGN TO STOP SIGN CONVERSION CONSIDERATION

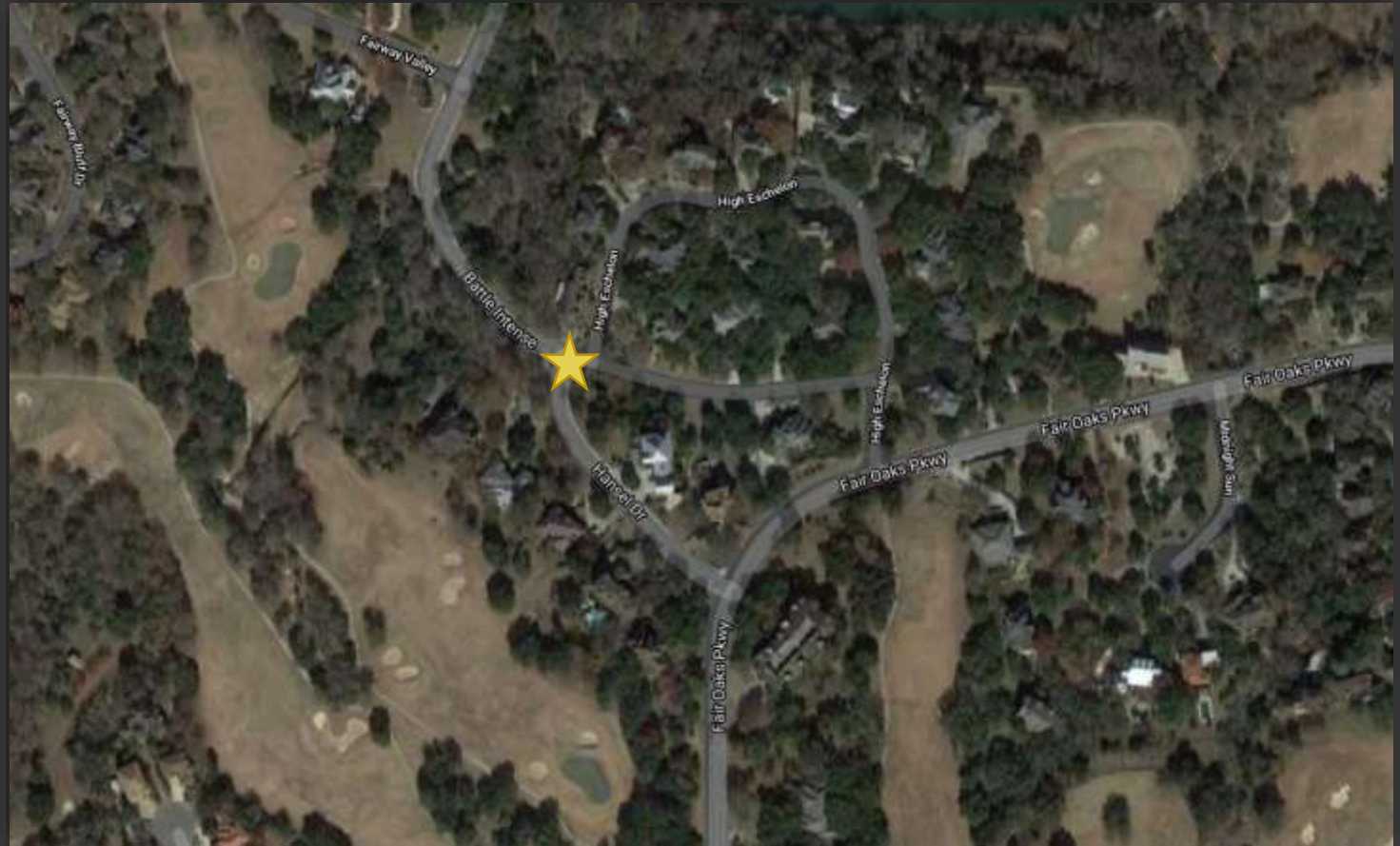
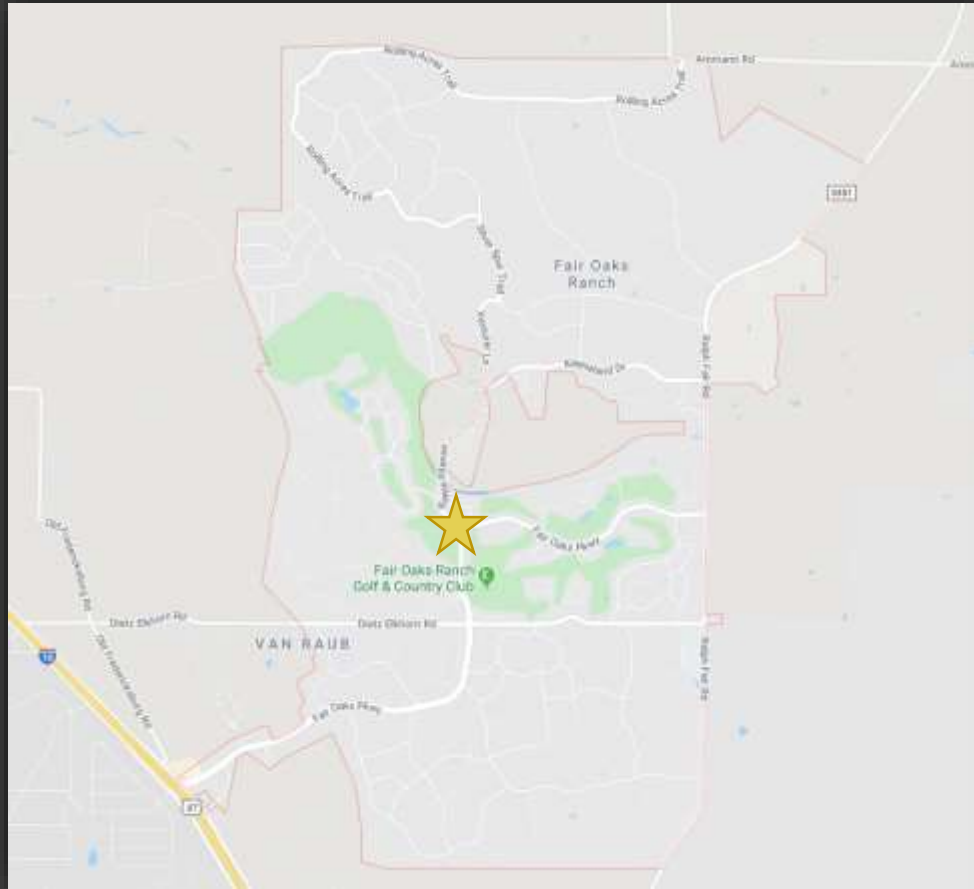
Item #5.



- Yield sight distance requirement not met, impacted by road curvature, fencing and vegetation
- Recommendation: Future ordinance include changing yield to stop signs



Proposed Stop Sign Location: High Eschelon at Battle Intense







Proposed Stop Sign Location: High Eschelon at Battle Intense



Special Considerations:

- ✓ Non-Aligned Streets
- ✓ Sight Distance Limitations
- ✓ 3-Way Stop Condition
- ✓ Driver Expectation
- ✓ Pedestrian Movements
- ✓ Grades of Approaches



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Proposed Stop Sign Location: High Eschelon at Battle Intense



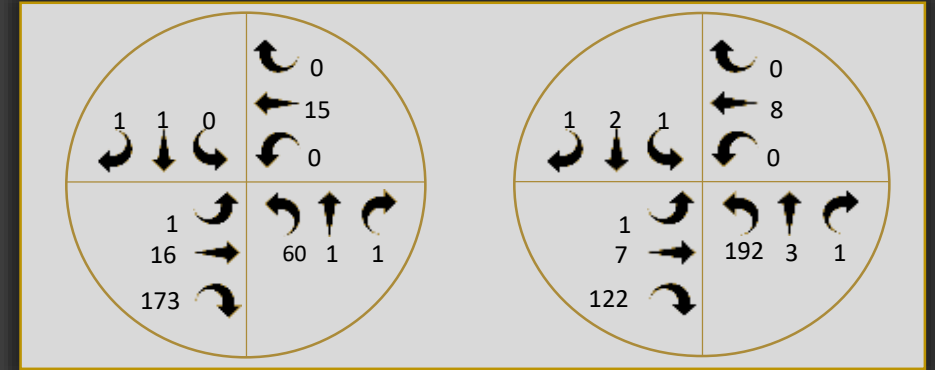
Results Of All-Way Stop Warrant Analysis

Does Not Meet Vehicular Warrants

- Only 1 reported crash at intersection
- Traffic volumes are too low

Other Criteria Considered in a Traffic Engineering Study

- A. The need to control left-turn conflicts;
- B. The need to control vehicle/pedestrian conflict near locations that generate high pedestrian volumes;
- C. Locations where a road user, after stopping, cannot see conflicting traffic and is not able to negotiate the intersection unless conflicting cross traffic also stops; and
- D. An intersection of two residential neighborhood collector (through) streets of familiar design and operating characteristics where multi-way stop control would improve traffic operational characteristics of the intersection.



Consideration:
Update analysis
with new traffic
data and report
back to Council



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**Proposed Stop Sign Location:
High Eschelon at
Battle Intense**

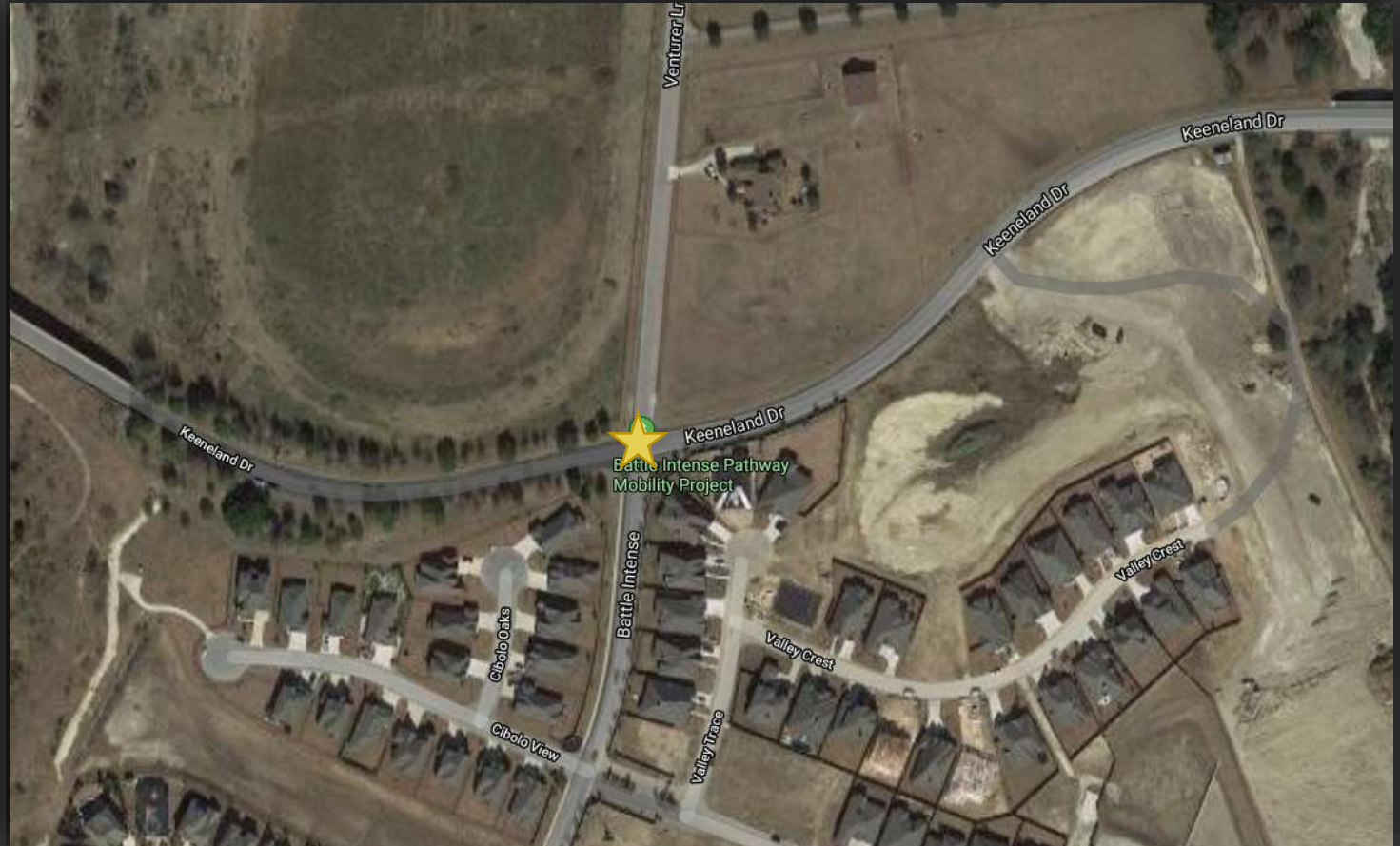
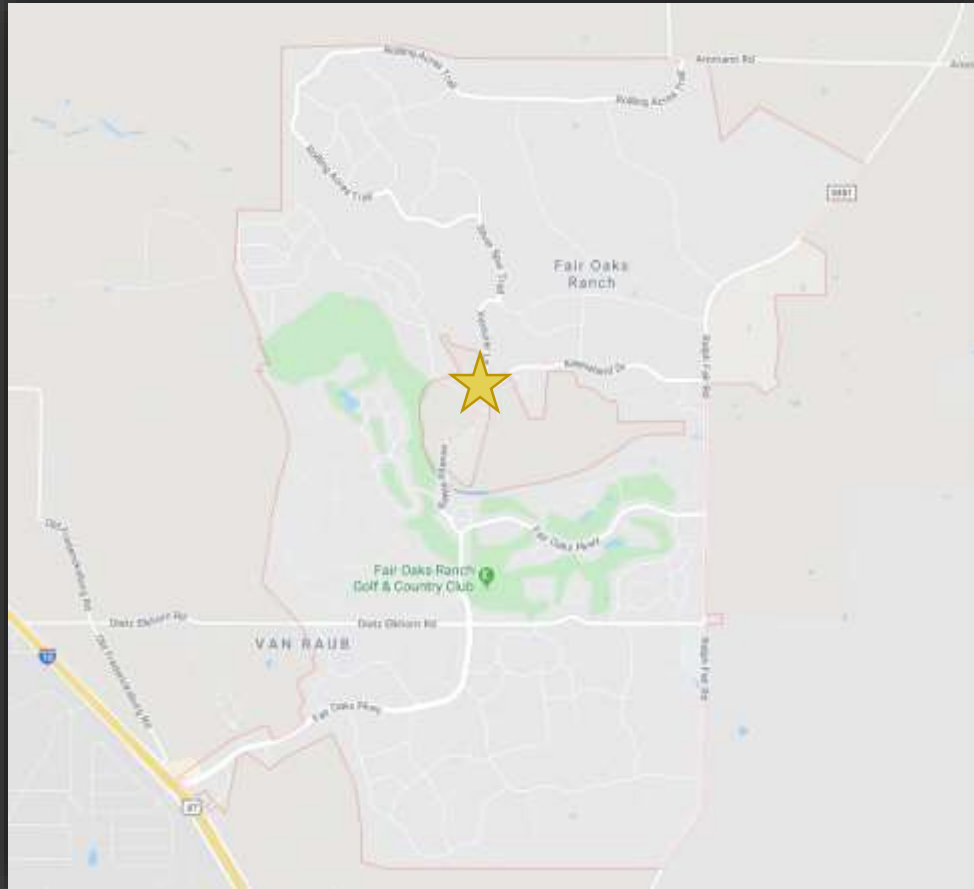


Alternative to Stop Signs





Proposed Stop Sign Location: Battle Intense at Keeneland / Venturer



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**Proposed Stop Sign Location:
Battle Intense at
Keeneland / Venturer**



Special Considerations:

- ✓ Wider Street (Keeneland)
- ✓ Higher-Speeds (Keeneland)
- ✓ Sight Distance Limitations
- ✓ Pedestrian Movements (Including School Bus Drop-Off at Intersection)
- ✓ Unchannelized Left Turns



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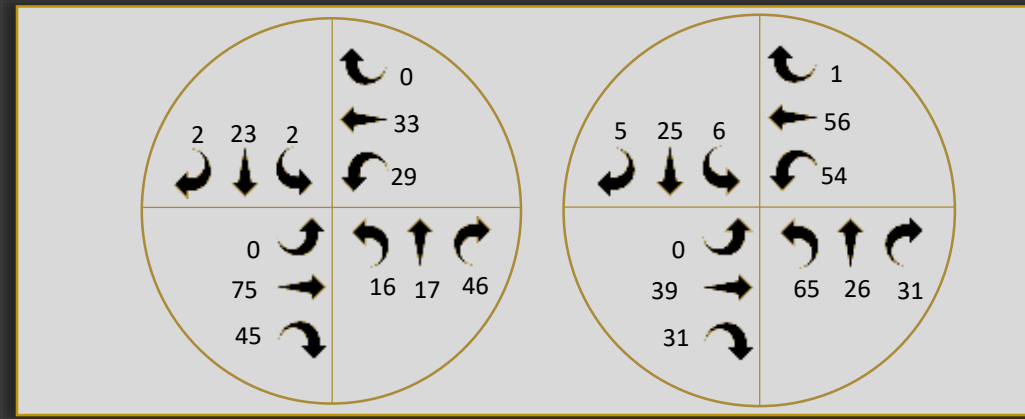
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**Consideration:
Update analysis
with new traffic
data and report
back to Council**





**Proposed Stop Sign Location:
Battle Intense at
Keeneland / Venturer**



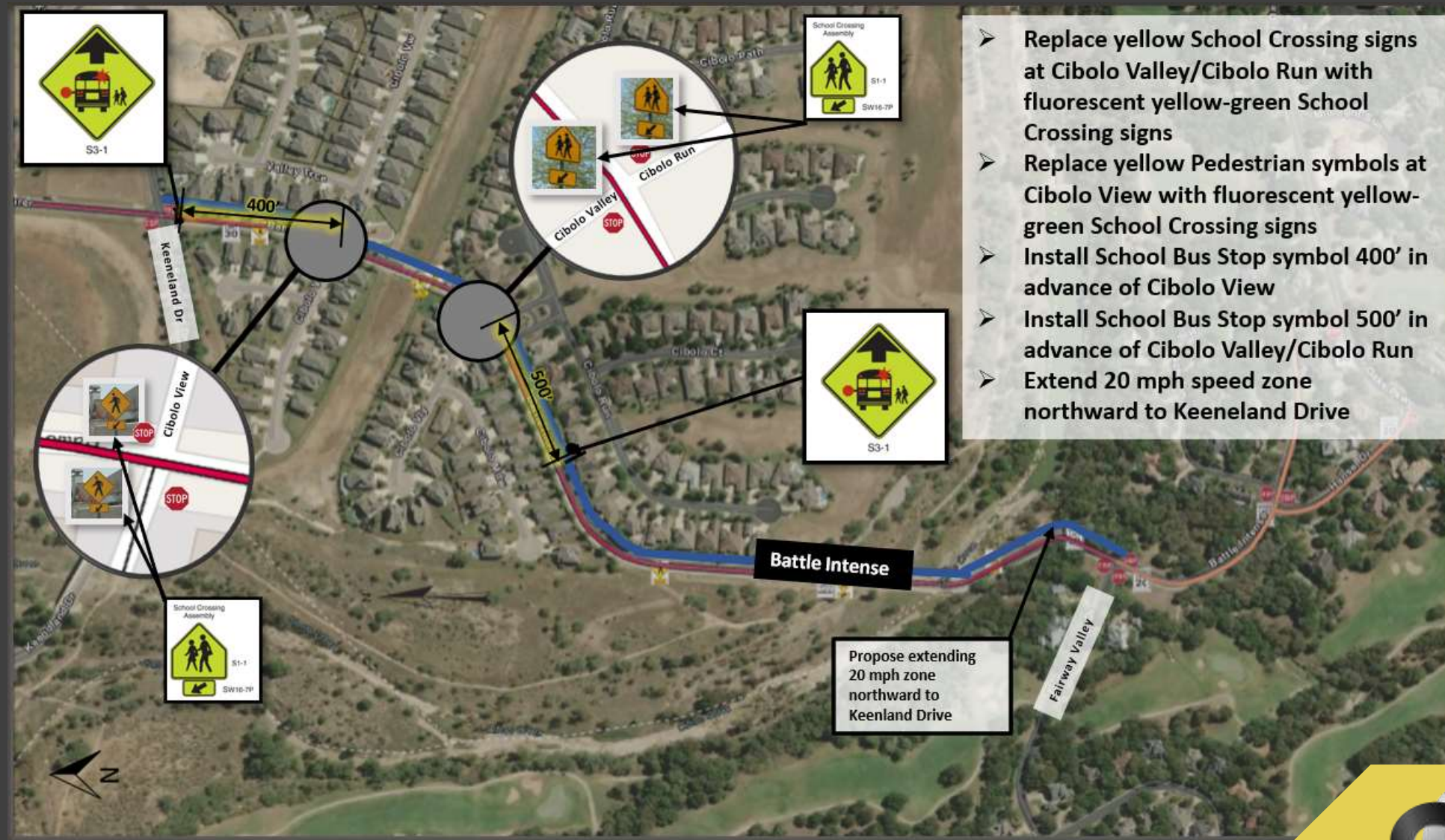
Alternative to Stop Signs





SAFETY ENHANCEMENTS: BATTLE INTENSE

Speed Zone Revision and Signing



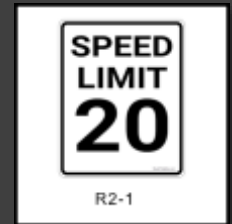
- Replace yellow School Crossing signs at Cibolo Valley/Cibolo Run with fluorescent yellow-green School Crossing signs
- Replace yellow Pedestrian symbols at Cibolo View with fluorescent yellow-green School Crossing signs
- Install School Bus Stop symbol 400' in advance of Cibolo View
- Install School Bus Stop symbol 500' in advance of Cibolo Valley/Cibolo Run
- Extend 20 mph speed zone northward to Keeneland Drive



x 2



x 4



x 2



x 1





Speed Zone Revision and Signing



Concerns include speeding, passing stopped school buses and multiple speed limit changes in this short stretch

**Recommendation:
Future ordinance include change to speed limit on Battle Intense**



UPDATE ON STREET MAINTENANCE PLAN



LEGACY
ENGINEERING GROUP



Post Oak Trail





City of Fair Oaks Ranch HSIP Project Approved (CSJ: 0915-00-264)

Next Steps / Project Development Schedule:

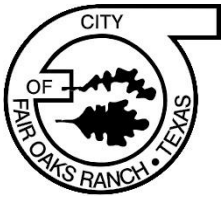
- Resolution Required from City Council ~ **August 2022**
- Advance Funding Agreement (AFA) Execution ~ **September 2022**
- Payment of +/- \$275k to TxDOT 30 Days After AFA Execution ~ **October 2022**
- Begin Engineering / Plan Development by City ~ **October 2022**
- Plans, Specifications, & Estimate Submittal by City ~ **March 2023**
- Payment of +/- \$275k to TxDOT 60 Days Prior to Letting Date ~ **May 2023**
- Project Letting Date (TxDOT) ~ **July 2023**
- Construction Schedule ~ **Winter 2023 thru Spring 2024**





QUESTIONS/COMMENTS/INPUT





CITY OF FAIR OAKS RANCH
CITY COUNCIL REGULAR MEETING

Thursday, July 07, 2022 at 6:30 PM

Public Safety Training Room, Police Station, 7286 Dietz Elkhorn, Fair Oaks Ranch

Live Stream: <https://www.youtube.com/channel/UCDqRvLvReqxrh1lbajwshKA/live>

MINUTES

OPEN MEETING

1. Roll Call - Declaration of a Quorum

Council Present: Mayor Maxton and Council Members: Stroup, Elizondo, Koerner, Parker and Muenchow.

Council Absent: Council Member Bliss

With a quorum present, the meeting was called to order at 6:33 PM.

2. Pledge of Allegiance – The Pledge of Allegiance was recited in unison.

CITIZENS and GUEST FORUM

3. No citizens signed up to be heard

PRESENTATIONS

4. Joanna Merrill, IPMA-SCP, Director of Human Resources and Communications presented Summer Fleming, Accounting Manager, a 5-Year Employee Service Award.
5. Joanna Merrill, IPMA-SCP, Director of Human Resources and Communications introduced new employees: Timothy Flynn, Maintenance Technician and Mark Kosta, Maintenance Technician.
6. Joanna Merrill, IPMA-SCP, Director of Human Resources and Communications, recognized Employee of the Quarter for Quarter 3 (April 2022 thru June 2022): Yvonne Medina, Administrative Assistant for the Police Department.
7. Grant Watanabe, P.E., Director of Public Works and Engineering Services, provided to Council a presentation on the Water/Wastewater/Reuse Rate Study.

CONSENT AGENDA

8. Approval of the June 16, 2022 Regular City Council meeting minutes.

The Consent Agenda was approved by consensus.

CONSIDERATION / DISCUSSION ITEMS**9. Consideration and possible action to approve a Cost-of-Living Adjustment (COLA) due to recent market trends and inflationary costs.**

MOTION: Made by Mayor Maxton, seconded by Council Member Elizondo, to approve Option 3 as the current fiscal year's Cost-of-Living Adjustment.

- 3.2% COLA to be provided effective July 4, 2022 for all positions
- 3.2% COLA to be provided to all employees during the 1st pay period of the new fiscal year in October 2022
- Merit (step) increase to be provided to eligible employees the 1st pay period of the new fiscal year in October 2022

VOTE: 5-1; Motion Passed. Council Member Muenchow voted nay.

REPORTS FROM STAFF AND COMMITTEES

10. Scott Huizenga, Assistant City Manager of Administrative Services, provided to Council a report on the FY 2022-23 General Fund Budget.

REQUESTS AND ANNOUNCEMENTS**11. Announcements and reports by Mayor and Council Members.**

Council Member Elizondo informed all to keep an eye out for future Active Shooter Seminars since they are filling up quickly. KCCLEAAA is soliciting sponsors to be able to schedule larger classes.

Mayor Maxton reminded everyone that bulk trash pickup announcement went out informing that it will take place August 1-19, 2022. Mayor Maxton also reminded everyone that the City is still enforcing Stage 2 water restrictions and urged conservation to avoid implementing Stage 3 restrictions. A special meeting will take place on Wednesday, July 13, 2022 at 6:00 PM to discuss the Strategic Action Plan.

12. Announcements by the City Manager.

Scott Huizenga, Assistant City Manager for Administrative Services, informed Council that there were just ten fireworks calls resulting in three citations. Mr. Huizenga thanked the Police Department for their work and the community for their cooperation.

The Municipal Court has formally begun streaming court proceedings as of Wednesday July 6, 2022 and will continue the first Wednesday of each month.

Mr. Huizenga reiterated the Mayor's announcement for the July 13, 2022 Special Council Meeting beginning at 6:00 PM in the Police Department's training room.

13. Requests by Mayor and Council Members that items be placed on a future City Council agenda.

N/A

CONVENE INTO EXECUTIVE SESSION

City Council convened into Executive Session at 8:42 PM regarding:

Sec. 551.071 (Consultation with Attorney) the City Council will meet in private consultation with legal counsel to seek the advice of its attorneys about pending or contemplated litigation, a settlement offer, and/or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas conflicts with Chapter 551 of the Government Code; to wit:

15. **To receive legal advice from the City Attorney regarding severability language utilized by the City in adopted ordinances.**

City Council did not convene into Executive Session regarding:

Sec. 551.071 (Consultation with Attorney) the City Council will meet in private consultation with legal counsel to seek the advice of its attorneys about pending or contemplated litigation, a settlement offer, and/or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas conflicts with Chapter 551 of the Government Code; to wit:

14. To receive legal advice from Special Counsel and the City Attorney regarding the City's ground water rights.
16. Cause No. 2022CI01978; Boerne Ranch Estates, LLC v. The City of Fair Oaks Ranch.
17. Case No. 22-090-451; Vincent A. Caldarola, MD vs. City of Fair Oaks Ranch, Texas.

Sec. 552.071 (Deliberation regarding real property)

18. The City Council will meet in closed session to deliberate the purchase, exchange, lease, or value of real property that may be considered for future location of water and wastewater system improvements.

RECONVENE INTO OPEN SESSION

Council reconvened into Open Session at 8:57 PM. No action was taken.

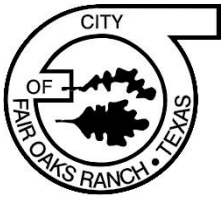
ADJOURNMENT

Mayor Maxton adjourned the meeting at 8:57 PM

ATTEST:

Gregory C. Maxton, Mayor

Christina Picioccio, TRMC, City Secretary



CITY OF FAIR OAKS RANCH

CITY COUNCIL WORKSHOP - STRATEGIC ACTION PLAN

Wednesday, July 13, 2022 at 6:00 PM

Public Safety Training Room, Police Station, 7286 Dietz Elkhorn, Fair Oaks Ranch

Live Stream: <https://www.youtube.com/channel/UCDqRvLvReqxrh1lbajwshKA/live>

MINUTES

OPEN MEETING

1. Roll Call - Declaration of a Quorum

Council Present: Mayor Maxton and Council Members: Stroup, Elizondo, Koerner, Parker and Muenchow.

Council Absent: Council Member Bliss

With a quorum present, the meeting was called to order at 6:07 PM.

2. Pledge of Allegiance – The Pledge of Allegiance was recited in unison.

CITIZENS and GUEST FORUM

3. No citizens signed up to be heard

PURPOSE OF SPECIAL CALLED MEETING

4. FY 2023-2027 Strategic Action Plan.

Scott Huizenga, Assistant City Manager, Administrative Services, led a discussion with Council about a Strategic Action Plan for Fiscal Years 2023-2027.

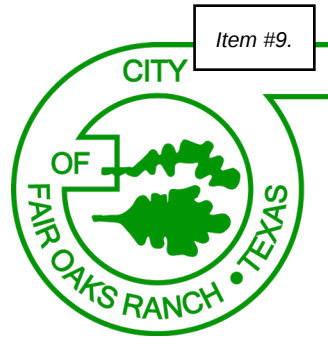
ADJOURNMENT

Mayor Maxton adjourned the meeting at 9:15 PM

ATTEST:

Gregory C. Maxton, Mayor

Christina Picioccio, TRMC, City Secretary



FY 2022-23 Utility Fund Budget Overview

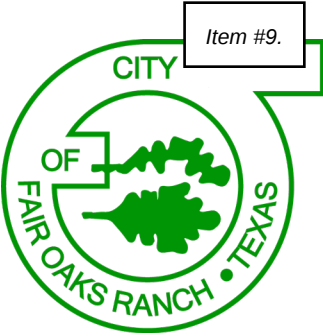
Presented by Scott Huizenga, Assistant City Manager

July 21, 2022

Major Assumptions

- 5.3% Increase to Combined Utility Operating Expenses
- Includes COLA and Step Increases
- This draft does not include a change in utility rates or structure
- Adjusts for inflation and fuel increases

Current Utility Rates (effective 10/1/21)



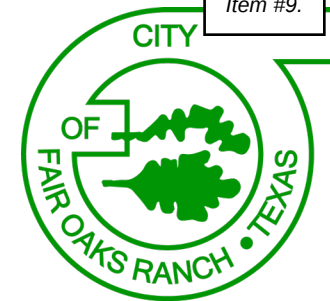
Residential Water Tiered Volume Charges		Commercial Water Tiered Volume Charges	
Gallons	Cost per 1,000 gallons	Gallons	Cost per 1,000 gallons
0 to 6,000	Base Service Charge	0 to 6,000	Base Service Charge
6,001 to 12,500	\$3.81	6,001 to 50,000	\$3.25
12,501 to 25,000	\$4.76	50,001 to 100,000	\$4.87
25,001 to 50,000	\$7.14	100,001 to 150,000	\$7.31
50,001 to 75,000	\$10.72	Over 150,000	\$10.97
75,001 to 100,000	\$16.07		
Over 100,000	\$24.11		

Water Base Service Charge \$26.48-\$94.42
depending on meter size

Water Service Fees: \$28.60

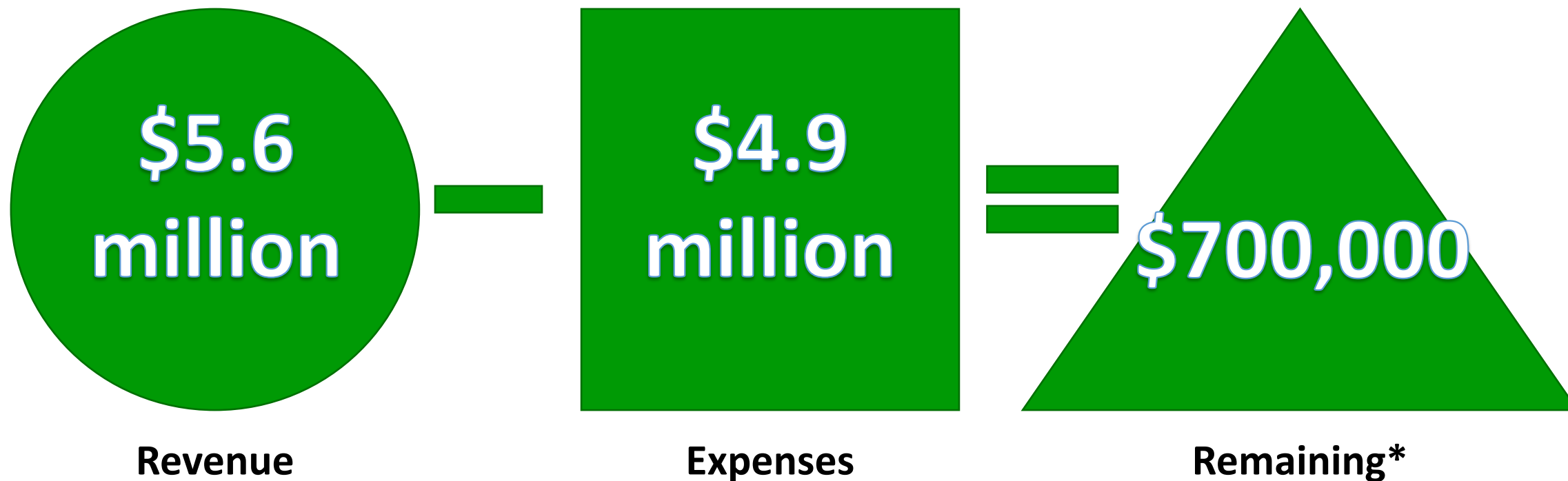
Wastewater Base Service Charge: \$40.86

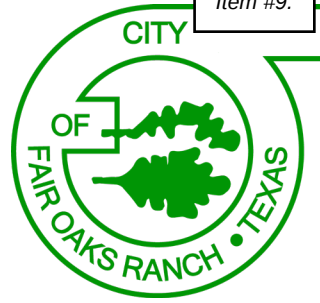
Wastewater Service Fees: \$6.47



Utility Fund Operating Budget - Draft

(before Transfers, Capital and Depreciation)

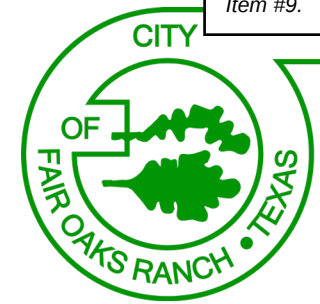




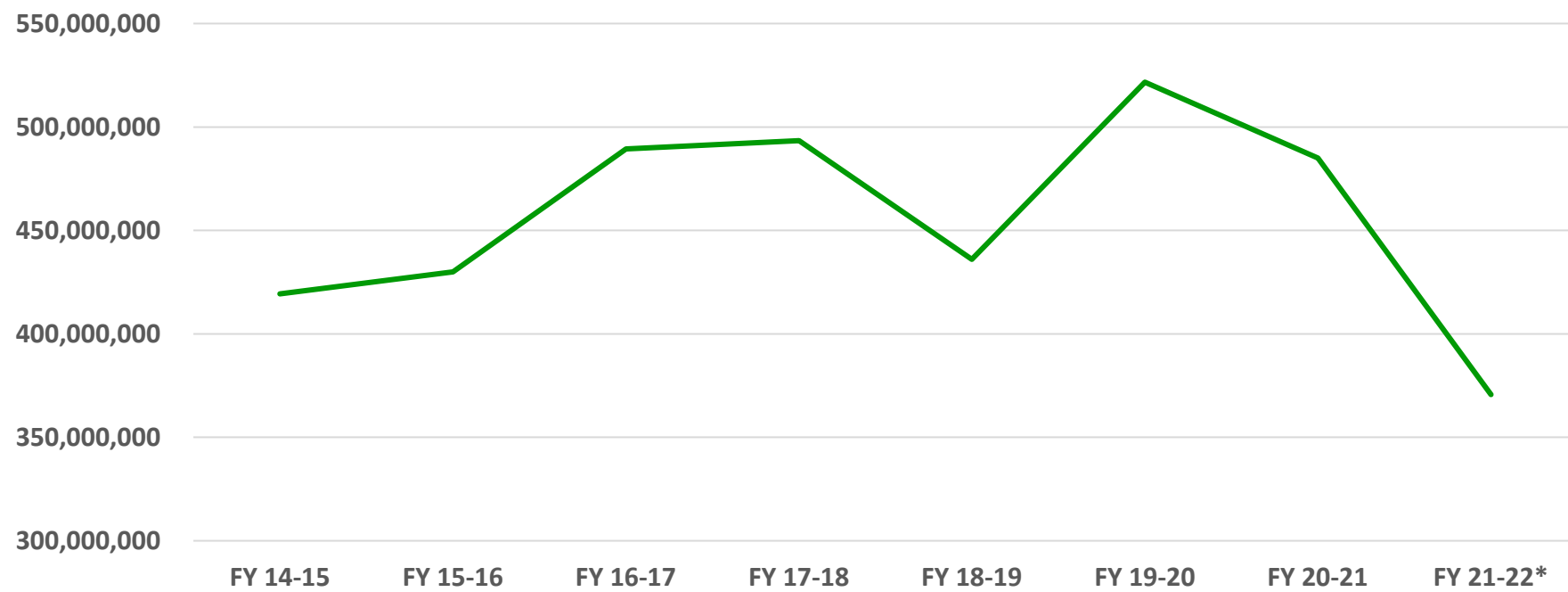
Utility Fund

Operating Revenue and Expenses

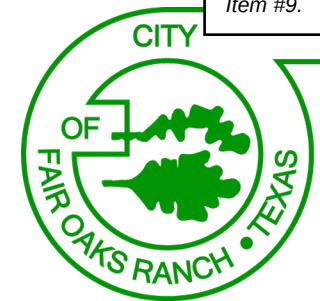
Category	Water Fund	Wastewater Fund	Total
Revenue	\$4,221,416	\$1,348,525	\$5,569,941
Expenses			
Personnel	\$996,567	\$934,736	\$1,931,303
Supplies, Maintenance, and Ops	\$2,205,104	\$591,418	\$2,796,522
Services	\$65,214	\$65,514	\$130,728
Total Expenses	\$3,266,885	\$1,591,668	\$4,858,553
Operating Income	\$954,531	(\$243,143)	\$711,388



Total Billed Water Consumption (gallons)



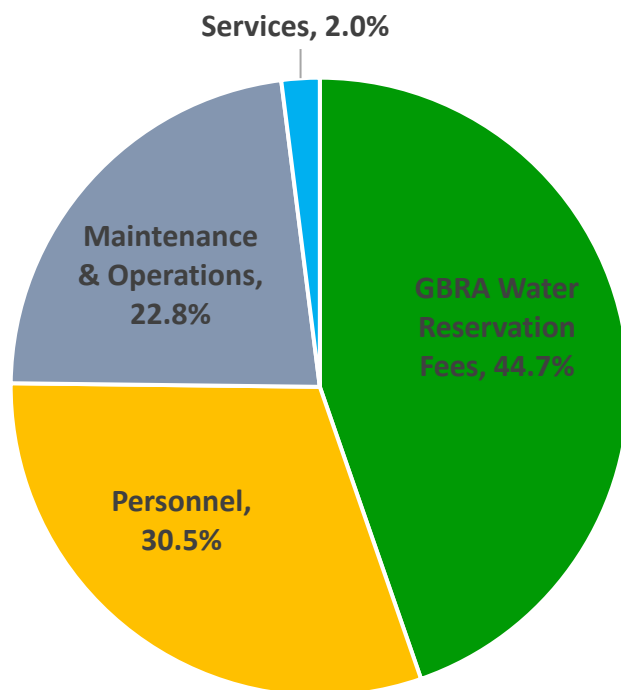
* FY 21-22 consumption through June 30, 2022



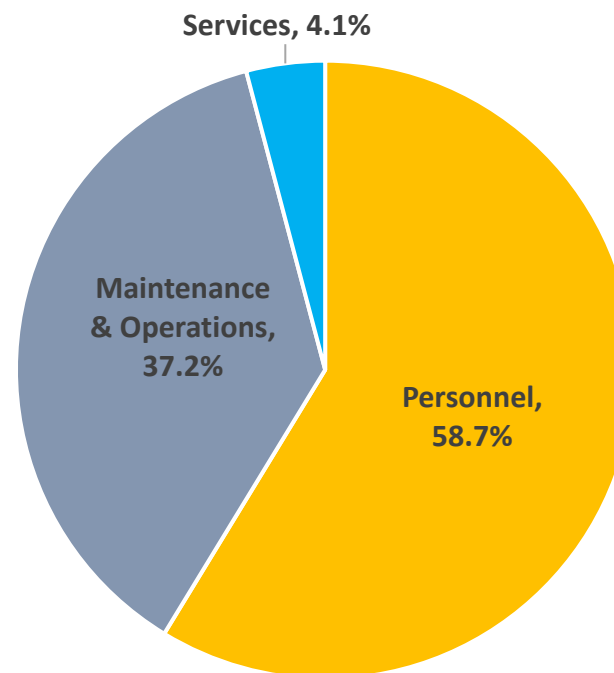
Utility Fund Operating Expenses

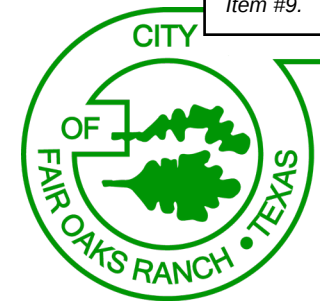
(before Transfers, Capital and Depreciation)

Water Utility



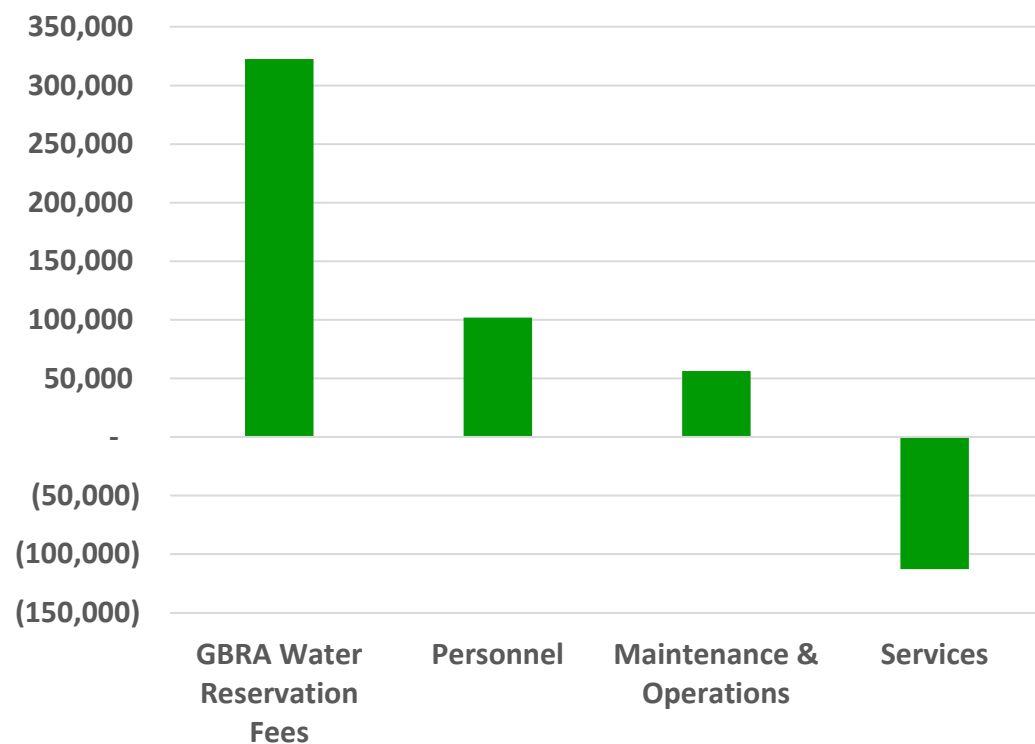
Wastewater Utility



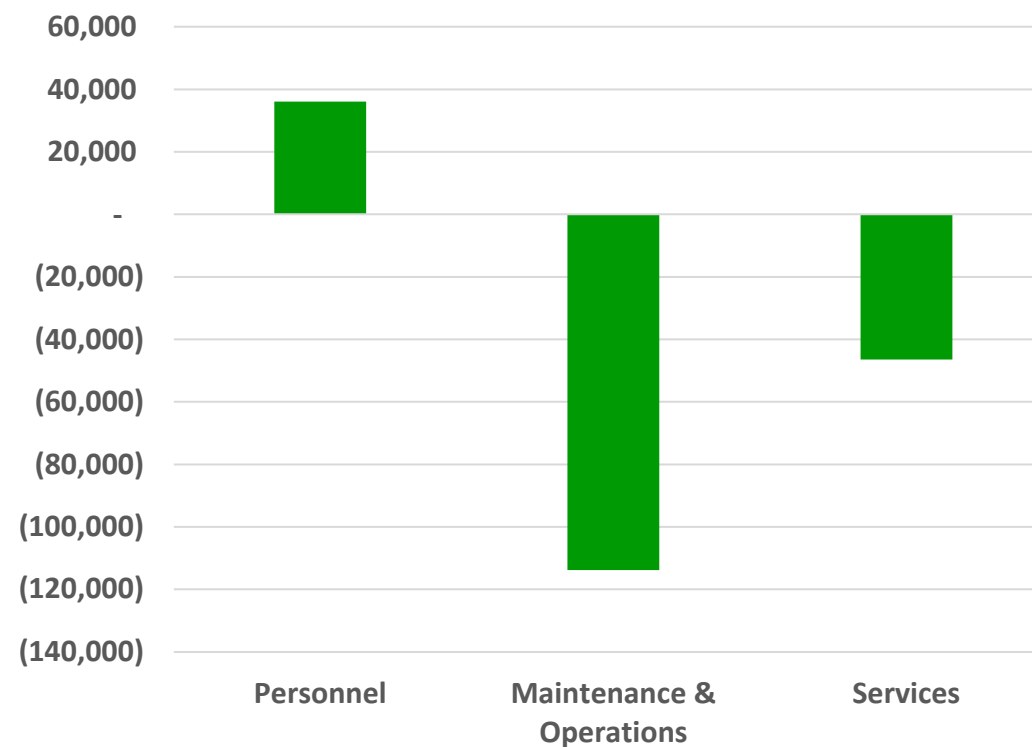


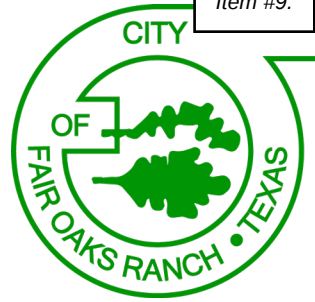
Changes to Expenses

Water Utility



Wastewater Utility

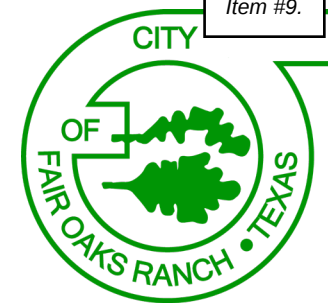




Major Movers

Increases/(Decreases) in Water Utility	
GBRA Water Fees	322,500
Personnel	102,000
Maintenance of Plant & Lines	27,000
Credit Card Service Fee	13,700
Training	7,000
Internal Control Audit	(15,750)
General Engineering Consultant	(25,000)
Tank Cleaning & Inspection	(30,000)
Siemens Maintenance Contract	(44,000)

Increases/(Decreases) in Wastewater Utility	
Personnel	36,000
Software & Technology	11,000
Chemicals and Analysis Fees	10,250
Training	8,000
Siemens Maintenance Contract	(7,700)
Maintenance of Plant & Lines	(15,000)
Internal Control Audit	(15,750)
General Engineering Consultant	(25,000)
Sludge Hauling Services	(140,000)

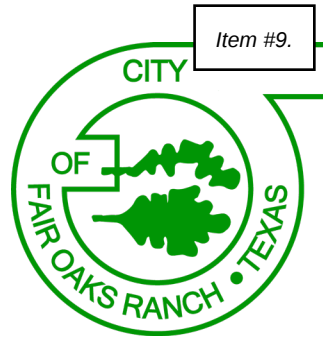


Funded/Under Review

Funded	
Replacement Vehicles and Equipment	
Ford F250 Truck	55,000
Grasshopper Mower	17,500
Chlorine Alarms	6,750
Ford F350 Truck	85,000

Under Review	
Chlorine Alarm Auto-dialers	20,500
Box Trailer	15,000
Plant 5 Meters	15,000
Jet Trailer Disinfecter	9,500
SAP 3.1.3a Upgrades to Elmo Davis Station (Design)	167,303
SAP 3.1.3b Upgrade electrical at Elmo Davis (Design)	61,642
SAP 3.1.5 Replace Willow Wind/Red Bud Hill waterline construction (design funded in FY22)	830,968
SAP 3.1.10 Rolling Acres Trail waterline construction (design funded in FY22)	572,443
SAP 3.1.11 Plant #5 Expansion Design (Impact Fee Eligible)	223,499
SAP 3.1.24 Old Fred. Rd waterline construction (design funded in FY22)	250,000

Utility Combined Net Position



Category	Projected 9/30/2022	FY2022-23 Proposed	Projected 9/30/2023
Net Investment in Capital Assets	\$9,868,293	(\$294,425)	\$9,573,868
Unrestricted Net Position			
Water Capital Fund	\$1,201,710	\$567,573	\$1,769,283
Wastewater Capital Fund	\$1,172,897	\$264,587	\$1,437,484
Equipment Replacement Fund	\$716,745	(\$38,275)	\$678,470
Operating Reserve	\$3,212,768	(\$750,747)	\$2,462,021
Debt Service Reserve	\$339,746		\$339,746
Total Unrestricted Net Position	\$6,643,867	\$43,138	\$6,687,005
Total Net Position	\$16,512,159	(\$251,287)	\$16,260,872



Projected Available Capital Reserves

WATER FUND 22	TOTAL Cash Balance 9.30.22	FY23 Budgeted Revenue	Available Resources
Elevated Storage Tank	389,689		389,689
Creek Crossing West Waterline	227,659		227,659
Unallocated - Impact Fees-2014	-	77,744	77,744
Unallocated - Impact Fees-2020	381,100	233,233	614,333
Unallocated - Capital	-	256,596	256,596
Unallocated - from Operations	203,263		203,263
Total Fund Balance	1,201,711	567,573	1,769,284

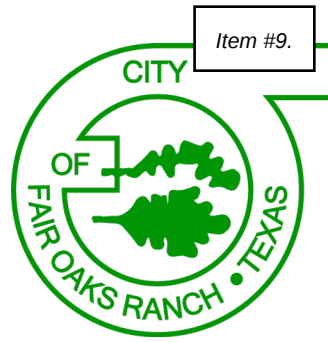
Available for impact fee eligible projects.

Available for any capital project.

WASTEWATER FUND 25	TOTAL Cash Balance 9.30.22	FY23 Budgeted Revenue	Available Resources
Future WWTP	51,931		51,931
Unallocated - Impact Fees-2014	118,515	41,686	160,201
Unallocated - Impact Fees-2020	685,077	125,059	810,136
Unallocated - Capital	223,737	97,842	321,579
Unallocated - from Operations	93,637		93,637
Total Fund Balance	1,172,897	264,587	1,437,484

Available for impact fee eligible projects.

Available for any capital project.



FY 2022-23 Utility Fund Budget Overview

Presented by Scott Huizenga, Assistant City Manager

July 21, 2022