CITY OF FAIR OAKS RANCH CITY COUNCIL MEETING

Thursday, September 17, 2026 at 6:30 PM
Public Safety Training Room, Police Station, 7286 Dietz Elkhorn Rd Fair Oaks Ranch
Live Stream: https://www.youtube.com/channel/UCDqRvLvReqxrh1lbajwshKA/live

AGENDA

TAXPAYER IMPACT STATEMENT PER TEXAS GOV'T CODE 551.043 (C) 2:

For the median valued homestead of $686,217, the estimated property tax bill for the current fiscal year is $1,958. If the proposed FY 2026-27 budget is adopted, the bill is projected to be $2,139. If a balanced budget were adopted at the no-new-revenue tax rate, the bill would be $1,963.

OPEN MEETING

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

CITIZENS and GUEST FORUM

To address the City 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 or Committee 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. Human Resources Professionals Day Proclamation

Gregory C. Maxton, Mayor

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 or Committee Member by making such request prior to a motion and vote.

5. Approval of the September 3, 2026 Special City Council meeting minutes

Amanda Valdez, TRMC, City Secretary

6. Approval of the September 3, 2026 Regular City Council meeting minutes

Amanda Valdez, TRMC, City Secretary

7. Approval of the second reading of an ordinance amending the Code of Ordinances Chapter 3, Article 3.15 Outdoor Lighting, and the Unified Development Code Chapter 4, Section 4.9 Permitted Uses and Section 4.10 Conditional Uses; Chapter 6, Section 6.8 Outdoor Lighting; Chapter 10, Section 10.9 Political Signs on Public Property; and administrative changes

Jessica Relucio, ENV SP, City Planner

8. Approval of the second reading of an ordinance amending the City of Fair Oaks Ranch Code of Ordinances Chapter 3, Article 3.14, Division 2, Placement or Maintenance of Facilities in Public Right-of-Way and Appendix A, Article A11.000(d) Right-of-way construction permit

Lee Muniz, P.E., CFM, Engineering Manager

9. Approval of a resolution authorizing the City Manager to execute an Interlocal Agreement between the City of Fair Oaks Ranch and the Fair Oaks Ranch Municipal Development District for the City to provide administrative, financial, and professional services to the District

Laura Koerner, MDD President

10. Approval of a resolution approving an amendment to the FY 2026-27 Fair Oaks Ranch Municipal Development District Budget to appropriate $25,000 for professional services related to strategic planning

Summer Fleming, CGFO, Director of Finance

PUBLIC HEARING

11. FY 2026-27 Proposed Budget

A. The Mayor opens the Public Hearing
B. Staff presentation of the FY 2026-27 Proposed Budget
C. The City Council receives public testimony
D. The Mayor closes the Public Hearing

Summer Fleming, CGFO, Director of Finance

12. FY 2026-27 Proposed Tax Rate

A. The Mayor opens the Public Hearing
B. Staff presentation of the FY 2026-27 Proposed Tax Rate
C. The City Council receives public testimony
D. The Mayor closes the Public Hearing

Summer Fleming, CGFO, Director of Finance

CONSIDERATION/DISCUSSION ITEMS

13. Consideration and possible action approving the first reading of an ordinance adopting the City budget for the fiscal year beginning October 1, 2026, and ending September 30, 2027

    Summer Fleming, CGFO, Director of Finance

14. Consideration and possible action approving the first reading of an ordinance levying a property tax rate of 31.176 cents per $100 taxable valuation on property in the City of Fair Oaks Ranch for tax year 2026; determining due and delinquent dates; and providing an effective date

    Summer Fleming, CGFO, Director of Finance

15. Consideration and possible action approving a resolution adopting the FY 2026-27 General Government and Public Safety salary, certification, stipend, and longevity pay schedules

    Joanna Merrill, PSHRA-SCP, Director of Human Resources

16. Consideration and possible action approving a resolution authorizing the execution of a construction agreement with Salas Service Group, LLC for the Chartwell Channel Stabilization and Erosion Control Project; expenditure of the required funds; and execution of all applicable documents by the City Manager

    Clayton Hoelscher, Procurement Manager

17. Consideration and possible action approving a resolution appointing members to fill places on the City of Fair Oaks Ranch Board of Appeals

    Amanda Valdez, TRMC, City Secretary

18. Consideration and possible action approving a resolution appointing members to the City of Fair Oaks Ranch Capital Improvements Advisory Committee

    Amanda Valdez, TRMC, City Secretary

19. Consideration and possible action approving a resolution appointing members to the City of Fair Oaks Ranch Municipal Development District Board of Directors

    Amanda Valdez, TRMC, City Secretary

20. Consideration and possible action approving a resolution appointing members to the City of Fair Oaks Ranch Planning and Zoning Commission

    Amanda Valdez, TRMC, City Secretary

21. Consideration and possible action approving a resolution appointing members to the City of Fair Oaks Ranch Transportation Safety Advisory Committee

    Amanda Valdez, TRMC, City Secretary

22. Consideration and possible action approving a resolution appointing members to the City of Fair Oaks Ranch Zoning Board of Adjustment

Amanda Valdez, TRMC, City Secretary

WORKSHOP

23. Comprehensive Plan Update Process

Jessica Relucio, ENV SP, City Planner

24. Update on the Facilities Master Plan: Strategic Options

Jessica Relucio, ENV SP, City Planner
Chas Jordan, Senior Manager, Matrix Consulting Group

REQUESTS AND ANNOUNCEMENTS

25. Announcements and reports by Mayor and Council
26. Announcements by the City Manager
27. 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:

28. **Sec. 551.074 (Personnel Matters)**
    To deliberate the appointment, duties, discipline, dismissals and/or duties of public officers or employees for the following Boards, Committees, and Commissions of the City of Fair Oaks Ranch:
    a. Board of Appeals
    b. Municipal Development District Board of Directors
    c. Planning & Zoning Commission
    d. Zoning Board of Adjustment
29. **Sec. 551.072 (Deliberation regarding real property)**
    To deliberate on certain matters related to a drainage easement which concerns the purchase, exchange, lease, or value of real property.

RECONVENE INTO OPEN SESSION

Discussion and possible action on items discussed in Executive Session

ADJOURNMENT

Signature of Agenda Approval:

s/ Scott M. Huizenga
Scott M. Huizenga, City Manager

I, Amanda Valdez, TRMC, 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 September 11, 2026, and remained so posted continuously for at least 3 business days before said meeting was convened. A quorum of various boards, committees, and commissions may attend the City Council meeting.

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).

Proclamation

The City of Fair Oaks Ranch
Office of the Mayor

WHEREAS, the Human Resources Department works hard each day to ensure that the City of Fair Oaks Ranch is staffed with high quality employees and that those employees have a good environment in which to work; and

WHEREAS, the Human Resources Department is instrumental in recruiting, selecting, resourcing, and retaining quality; and

WHEREAS, the Human Resources Department plays a key role in fostering satisfaction and loyalty among employees by allowing for professional growth and development and keeping employees informed about policies, working conditions, compensation, and benefits; and,

WHEREAS, the Human Resources Department monitors and manages current and future workforce trends, organizational culture, legal and legislative trends, and ethical and social responsibility; and

WHEREAS, the Human Resources Department is an important part of City leadership and is vital to the overall productivity and efficiency of Fair Oaks Ranch's workforce; and,

WHEREAS, the Human Resources Department is a valued and respected department that sustains the City's most important asset—its people.

NOW, THEREFORE, I, Gregory C. Maxton, Mayor of the City of Fair Oaks Ranch, do hereby designate September 26, 2026, as Human Resources Professional Day. I urge all citizens to express their appreciation to our human resources team members for their dedication and commitment to Fair Oaks Ranch's employees and residents.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Fair Oaks Ranch to be affixed this 17th day of September 2026.

_____

Gregory C. Maxton, Mayor

CITY OF FAIR OAKS RANCH CITY COUNCIL MEETING

Thursday, September 3, 2026 at 3:00 PM
Public Safety Training Room, Police Station, 7286 Dietz Elkhorn Rd, 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: Rhoden, Pearson, Parker and Swarek

Council Absent: Council Members Kinney and Olvera

With a quorum present, the meeting was called to order at 3:00 PM.

2. **Pledge of Allegiance**

The Pledge of Allegiance was recited in unison.

CITIZENS and GUEST FORUM

3. **Citizens to be heard** – No citizens signed up to speak.

CONVENE INTO EXECUTIVE SESSION

City Council convened into closed session at 3:02 PM regarding:

Sec. 551.074 (Personnel Matters)

4. **To conduct interviews, individually, of applicants for vacancies on various boards, commissions, and committees for the City of Fair Oaks Ranch**

RECONVENE INTO OPEN SESSION

City Council reconvened into open session at 4:51 PM. No action was taken.

ADJOURNMENT

Mayor Maxton adjourned the meeting at 4:52 PM.

ATTEST:

_____
Gregory C. Maxton, Mayor

_____
Amanda Valdez, TRMC, City Secretary

CITY OF FAIR OAKS RANCH CITY COUNCIL MEETING

Thursday, September 3, 2026 at 6:30 PM
Public Safety Training Room, Police Station, 7286 Dietz Elkhorn Rd, 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: Rhoden, Olvera, Pearson, Parker and Swarek
Council Absent: Council Member Kinney

With a quorum present, the meeting was called to order at 6:30 PM.

2. **Pledge of Allegiance**

The Pledge of Allegiance was recited in unison.

CITIZENS and GUEST FORUM

3. **Citizens to be heard** – No Citizens signed up to speak.

PRESENTATIONS

4. **IT Professionals Day Proclamation**

Mayor Maxton presented a Proclamation in observance of IT Professionals Day on September 15, 2026 and expressed gratitude to staff members Brian LeJeune and Chris Pettey.

5. **Presentation of a 5-Year Service Award to: Grant Watanabe, Director of Public Works**

Human Resources Director Joanna Merrill presented a 5-Year Service Award to Director of Public Works Grant Watanabe.

6. **Presentation of the American Heart Association's Heartsaver Hero Award to Police Officer Michael De Hoyos**

This item was deferred to a future City Council meeting.

CONSENT AGENDA

7. **Approval of the August 20, 2026 Regular City Council meeting minutes**

8. **Approval of a resolution designating authorized representatives to the City's safe deposit box and authorizing the City Manager to execute all documents in connection therewith**

9. **Approval of the first reading of an ordinance amending the City of Fair Oaks Ranch Code of Ordinances Chapter 3, Article 3.14, Division 2, Placement or Maintenance of Facilities in Public Right-of-Way and Appendix A, Article A11.000(d) Right-of-way construction permit**

10. **Approval of Council Member Parker's absence from the August 20, 2026, Regular City Council meeting**

MOTION: Made by Council Member Rhoden, seconded by Council Member Swarek, to approve the Consent Agenda.

VOTE: 6- 0; Motion Passed.

PUBLIC HEARING

11. **The City Council of the City of Fair Oaks Ranch, Texas will conduct a public hearing to receive public testimony on proposed amendments to the Unified Development Code**

A. Mayor Maxton opened the public hearing at 6:46 PM.

B. City Planner Jessica Relucio provided a presentation on the proposed UDC amendments.

C. The City Council did not receive public testimony in favor or against the proposed amendments.

D. Mayor Maxton closed the public hearing at 6:58 PM.

CONSIDERATION/DISCUSSION ITEMS

12. **Consideration and possible action approving the first reading of an ordinance amending the Code of Ordinances Chapter 3, Article 3.15 Outdoor Lighting, and the Unified Development Code Chapter 4, Section 4.9 Permitted Uses and Section 4.10 Conditional Uses; Chapter 6, Section 6.8 Outdoor Lighting; Chapter 10, Section 10.9 Political Signs on Public Property; and administrative changes**

MOTION: Made by Council Member Swarek, seconded by Council Member Parker, to approve the first reading of an ordinance amending the Code of Ordinances Chapter 3, Article 3.15 Outdoor Lighting, and the Unified Development Code Chapter 4, Section 4.9 Permitted Uses and Section 4.10 Conditional Uses; Chapter 6, Section 6.8 Outdoor Lighting; Chapter 10, Section 10.9 Political Signs on Public Property; and administrative changes.

VOTE: 6 - 0; Motion Passed.

REPORTS FROM STAFF/COMMITTEES

13. **Bexar County Emergency Services District No. 4 Update**

Bexar County ESD 4 Fire Chief Jack Andrade provided an update on improved ISO ratings, response times, staffing and recruitment, station planning, equipment, training, and ongoing efforts to enhance fire and EMS services in Fair Oaks Ranch and the surrounding district.

REQUESTS AND ANNOUNCEMENTS

14. **Announcements and reports by Mayor and Council**

Mayor Maxton announced National Night Out on October 6, 2026, from 6-8 PM and encouraged neighborhoods interested in participating to contact the Police Department to be added to the schedule. He also announced that the Fair Oaks Ranch Homeowners Association will sponsor an oak wilt workshop on September 15, 2026, at 7 PM at Spring Creek United Methodist Church, with participation from city representatives and the Texas A&M Forest Service. Mayor Maxton reminded residents that City Hall will be closed on September 7, 2026, in observance of Labor Day. Lastly, he announced that preparations for the Dietz Elkhorn Road reconstruction project will begin on September 8, 2026, with traffic controls and detours beginning on September 9, 2026, and road reconstruction anticipated to begin the following week.

15. **Announcements by the City Manager**

None.

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

None.

ADJOURNMENT

Mayor Maxton adjourned the meeting at 7:49 PM.

_____

Gregory C. Maxton, Mayor

ATTEST:

_____

Amanda Valdez, TRMC, City Secretary

CITY COUNCIL CONSENT ITEM
CITY OF FAIR OAKS RANCH, TEXAS

AGENDA TOPIC:	Approval of the second reading of an ordinance amending the Code of Ordinances Chapter 3, Article 3.15 Outdoor Lighting, and the Unified Development Code Chapter 4, Section 4.9 Permitted Uses and Section 4.10 Conditional Uses; Chapter 6, Section 6.8 Outdoor Lighting; Chapter 10, Section 10.9 Political Signs on Public Property; and administrative changes
DATE:	September 17, 2026
DEPARTMENT:	Public Works & Engineering
PRESENTED BY:	Jessica Relucio, ENV SP, City Planner

INTRODUCTION / BACKGROUND:
Section 3.6 of the Unified Development Code (UDC) and Section 211.006 of the Texas Local Government Code establish the procedures for amendments to the City's Code of Ordinances and UDC. For amendments to the Code of Ordinances, the City Council has sole authority to take final action. The Planning and Zoning Commission participated in workshops and provided feedback during the development of the proposed amendments. For amendments to the UDC, both the Planning and Zoning Commission and City Council are required to hold public hearings, with City Council having final approval authority.

The City's Unified Development Code (UDC) is a comprehensive set of regulations that govern land use, development, and building standards within the City. Periodically, it is necessary to update the UDC to modify procedures and standards for workability and administrative efficiency, eliminate unnecessary development costs, and reflect changes in state law. Similarly, the Code of Ordinances has the same impact on development and existing land uses.

Over the past several months, staff held three workshops with the City Council and the Planning & Zoning Commission to develop recommendations regarding proposed amendments. The proposed amendments update regulations on outdoor lighting, the use of hemp and kratom retail sales, data centers, religious institutions, and procedures for political signage on public property when used as a poll site. Additionally, staff recently became aware of Senate Bill 785 from the 2025 legislative session, which requires cities with zoning to allow HUD-code manufactured homes by right in at least one residential district. Staff developed proposed amendments to comply with the Bill, which goes into effect on September 1, 2026.

The proposed UDC amendments are summarized as follows:

1. Outdoor Lighting: Remove and consolidate duplicate code sections that are repetitive or conflict with the Code of Ordinances. The proposed code amendments

include reaffirming that recreational lighting must cease at 10 p.m., rather than 11 p.m., and motion-sensored lights illuminate for five minutes at a time rather than 10 minutes.

2. Retail Sale of Hemp: Add the land use to conditionally permit it in the Logistics and Mixed-Use Zone Districts and prohibit the use within 500 feet from residential zones, schools, religious institutions, daycares, all alcohol establishments, e.g., bar, winery, restaurant, micro-pub, and other hemp retail stores. For incidental uses in which 20% or less of the store display's gross square footage consists of hemp products, the minimum distance requirement does not apply. If this amendment is supported, there is one existing hemp retail shop, which will be legal nonconforming due to the conditions not being met, and a notice of nonconforming letter has been provided to the location of business 10 days prior to the public hearing, per the Local Government Code Section 211.007 and UDC Section 4.14.
3. Retail Sale of Kratom: Add the land use to conditionally permit it in the Logistics and Mixed-Use Zone Districts and prohibit the use within 500 feet from residential zones, schools, religious institutions, daycares, all alcohol establishments, e.g., bar, winery, restaurant, micro-pub, and other kratom retail stores. For incidental uses in which 20% or less of the store display's gross square footage consists of kratom products, the minimum distance requirement does not apply.
4. Data Centers: Permit a data center through a Special Use Permit (SUP) application in the Logistics Zone District.
5. Religious Institutions: Align with similar land use categories for schools and community/civic facilities, and permit in the Community Facilities and Logistics Zone Districts. All existing churches are located within the Community Facilities Zone, so no impacts from this change are expected.
6. Manufactured Homes (new): Align with Senate Bill 785 requiring municipalities to allow by-right ("P") in at least one residential zone and clarification of the deed exceptions. The proposed amendments include adding "P" to Rural Residential and clarifying the definition to include the deed restriction exceptions. Permitted by-right in the rural residential district establishes a land-use framework in which manufactured homes may be accommodated and consistent with the intended rural development pattern.
7. Political Signs on Public Property used as a Poll Site: Include three political signs per measure, clarify how poles and stakes are the same, with a limit of one-inch in diameter or equivalent, and reduce the sign size limit to four square feet. Establishes that political signs may be placed no earlier than the day before the voting period and removed the day after the voting period.

On August 13, 2026, the Planning and Zoning Commission held a public hearing and recommended approval of the proposed UDC amendments. Additionally, the Commission requested that the City Council consider a minimum size with continuous skirting for manufactured housing and prohibit political illuminated signs on public property used as a poll site.

On September 3, 2026, the City Council held a public hearing and received no public comments; Council then reviewed the Planning and Zoning Commission requests

mentioned above. As such, staff requested Council direction on whether to pursue new policies for manufactured housing, and Council determined that it was not necessary at that time. Furthermore, staff demonstrated that Chapter 10 of the UDC provides provisions for prohibiting illuminated light(s) on political signs on public property. Following review and discussion, City Council approved the proposed amendments to the UDC as presented.

For reference, the proposed amendments are enclosed in the Ordinance; **Exhibit A** contains the Code of Ordinances amendments, and **Exhibit B** contains the UDC amendments. Proposed code amendments shown with an underline are new text, and amendments shown as a strikethrough are removed text.

POLICY ANALYSIS / BENEFIT(S) TO CITIZENS:

- Supports Goal 2.2 of the Strategic Plan to ensure growth is guided by long-range plans and the community's voice through disciplined, proactive planning and consistent policy adherence.
- Updates permitted land use to ensure alignment with the Comprehensive Plan and the goals of the community.
- Complies with established state and city processes and procedures for amending the city's Code of Ordinances and Unified Development Code.

LONGTERM FINANCIAL & BUDGETARY IMPACT:
N/A

LEGAL ANALYSIS:
Approved as to form

RECOMMENDATION / PROPOSED MOTION:
Consent Item: I move to approve the second reading of an ordinance amending the Code of Ordinances Chapter 3, Article 3.15 Outdoor Lighting, and the Unified Development Code Chapter 4, Section 4.9 Permitted Uses and Section 4.10 Conditional Uses; Chapter 6, Section 6.8 Outdoor Lighting; Chapter 10, Section 10.9 Political Signs on Public Property; and administrative changes.

AN ORDINANCE

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS, AMENDING THE CODE OF ORDINANCES CHAPTER 3 BUILDING REGULATIONS, ARTICLE 3.15 OUTDOOR LIGHTING, AND THE UNIFIED DEVELOPMENT CODE CHAPTER 4, SECTION 4.9 PERMITTED USES AND SECTION 4.10 CONDITIONAL USES; CHAPTER 6, SECTION 6.8 OUTDOOR LIGHTING; CHAPTER 10, SECTION 10.9 POLITICAL SIGNS ON PUBLIC PROPERTY; ADMINISTRATIVE CHANGES AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City Council adopted Ordinance 180 providing regulations for outdoor lighting in the Code of Ordinances; and

WHEREAS, the City Council adopted Ordinance 2025-21 providing regulations for outdoor lighting, permitted land uses, conditional land uses, and political signs on public property in the Unified Development Code; and

WHEREAS, the 89th Texas Legislature adopted Senate Bill 785, which preempts certain municipal regulations relating to manufactured housing and requires local codes to be consistent with state law; and

WHEREAS, Senate Bill 785 requires municipalities to regulate manufactured homes in accordance with federal standards including the requirement of at least one residential zone be permitted by right; and

WHEREAS, staff conducted three workshops with the Planning and Zoning Commission workshop and City Council to develop recommendations regarding the proposed amendments; and

WHEREAS, the Planning and Zoning Commission conducted a public hearing on August 13, 2026, and recommended approval of the proposed amendments; and

WHEREAS, the City Council conducted a public hearing on September 3, 2026, on the proposed amendments; and

WHEREAS, the City Council of the City of Fair Oaks Ranch finds it in the best interest of the City to update and consolidate outdoor lighting regulations into the Code of Ordinances to provide clear and consistent standards across the community; and

WHEREAS, the City Council of the City of Fair Oaks Ranch finds it in the best interest of the City to amend the Unified Development Code regarding land uses for retail sale of hemp, retail sale of kratom, data centers, religious institutions, and manufactured homes, and clarify political signage on public property used as a poll site.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS:

Section 1. The City of Fair Oaks Ranch Code of Ordinances, Chapter 3 Building Regulations, Article 3.15 Outdoor Lighting is hereby amended as set forth in the attached **Exhibit A.** The Unified Development Code, Chapter 4 Zoning Districts and Use Regulations

Section 4.9 Permitted Uses and Section 4.10 Conditional Uses; Chapter 6 Site Development and Building Form Design Standards Section 6.4 General Standards and Section 6.8 Outdoor Lighting; Chapter 10 Signs Section 10.9 Political Signs on Public Property; and Chapter 13 Definitions Section 13.2 Words and Terms Defined is hereby amended as set forth in the attached **Exhibit B.**

Section 2. That the recitals contained in the preamble hereto are hereby found to be true and such recitals are hereby made a part of this ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.

Section 3. It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this ordinance be severable, and, if any phrase, clause, sentence, paragraph, or section of this ordinance shall be declared invalid by judgment or decree of any court of competent jurisdiction, such invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs, or sections of this ordinance and the remainder of this ordinance shall be enforced as written.

Section 4. That it is officially found, determined, and declared that the meeting at which this ordinance is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this ordinance, was given, all as required by Chapter 551, as amended, Texas Government Code.

Section 5. The provisions of this ordinance shall be cumulative of all ordinances not repealed by this ordinance and ordinances governing or regulating the same subject matter as that covered herein.

Section 6. If any provision of this ordinance or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this ordinance and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City hereby declares that this ordinance would have been enacted without such invalid provision.

Section 7. All ordinances, or parts thereof, which are in conflict or inconsistent with any provision of this ordinance are hereby repealed to the extent of such conflict, and the provisions of this ordinance shall be and remain controlling as to the matters ordained herein.

Section 8. This ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 9. This ordinance shall take effect immediately from and after its second reading, passage and any publication requirements as may be required by governing law.

PASSED and APPROVED on first reading by the City Council of the City of Fair Oaks Ranch, Texas, on this 3rd day of September 2026.

PASSED, APPROVED, and ADOPTED on second and final reading by the City Council of the City of Fair Oaks Ranch, Texas, on this 17th day of September 2026.

_____

Gregory C. Maxton, Mayor

ATTEST:

_____

Amanda Valdez, TRMC
City Secretary

APPROVED AS TO FORM:

_____

Denton Navarro Rodriguez Bernal Santee & Zech
P.C., City Attorney

EXHIBIT A

CHAPTER 3

ARTICLE 3.15 OUTDOOR LIGHTING

Sec. 3.15.001 Title, Purpose, and Applicability

(a) The purpose of this article is:

(1) To reduce or prevent light pollution in the City;

(2) To position the city to apply for the Dark Sky Community certification;

(3) To reduce excessive glare, light trespass, and energy use;

(4) To improve nighttime visibility, which contributes to safer and more attractive outdoor living spaces;

(5) To appropriately regulate the installation of outdoor lighting which will contribute to the safety and welfare of the residents and will help preserve the historic and rural character of the City in keeping with the desired objectives of the Comprehensive Plan.

(b) Applicability

(1) Generally. All public and private outdoor lighting installed after the effective date of November 2009 in the Camp Bullis buffer zone shall be in conformance with the requirements established by this section.

(2) Binding Regulations. The regulations contained in this Section are binding within the City limits of Fair Oaks Ranch. All outdoor lighting fixtures installed on private and public property within a new development or redevelopment within the City limits will be required to comply with this Code. This Code does not apply to interior lighting; however, overly bright lighting emitted from a structure will be subject to this Code if it is determined by the City Manager that it creates a nuisance, or a safety hazard as defined in the References Section of this Code.

(3) Extraterritorial Jurisdiction (ETJ). Compliance with the regulations in this Section is required for improvements and developments within the ETJ in order to prevent light pollution and preserve the rural and historic character of the City. Compliance with these requirements will be administered by the City Manager (or designee).

(4) Legal Nonconforming. All outdoor lighting fixtures existing and legally installed and operating before the effective date of this Code will be exempt from this Code unless they are determined to create a safety hazard. When an existing lighting fixture(s) becomes inoperable, their replacements are subject to the provisions of this Code. See Section 3.15.003.

Sec. 3.15.002~~1~~ Definitions

In this article, the following words, terms, and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Accent light. Lighting used to emphasize or draw attention to a special object or building.

Adaptive controls. Mechanical or electronic devices actively regulating the switching, duration, and/or intensity of light emitted by the outdoor lighting system. Examples of adaptive controls include timers, dimmers, and motion-sensing switches.

Camp Bullis. U.S. Military training base in north Bexar County.

Camp Bullis Buffer Zone. An area that extends three (3) miles in all directions from the Camp Bullis boundaries including all of the City and its extraterritorial jurisdiction. ~~(Exhibit 1)~~

Direct light. Light emitted directly from the lamp, off of the reflector diffuser, or through the refractor or diffuser lens, of a luminary.

Exempted luminaries. Luminaries that were existing, in place, and operational prior to the effective date of this article.

Floodlight. A light fixture having a wide beam.

Footcandle (FC). A unit of light measurement equal to one lumen per square foot.

Full cutoff (FCO). Describes a luminaire light distribution where 100 candela per 1,000 lamp lumens (ten percent) may emit at all vertical angles beginning at 80 degrees up from nadir to less than 90 degrees, and zero candela per 1,000 lamp lumens (zero percent) is allowed at 90 degrees (horizontal plane) and all angles above. This applies to all horizontal angles around the luminaire. A full cutoff luminaire is also fully shielded.

Fully shielded. A lighting fixture constructed in such a manner that all light emitted by the fixture, either directly from the lamp or a diffusing element, or indirectly by reflection or refraction from any part of the luminaire, is projected below the horizontal plane as determined by photometric test or certified by the manufacturer. A fully shielded fixture is not necessarily full cutoff.

Glare. A luminance produced by bright sources in the field-of-view superimposed on the image in the eye reducing contrast and hence visibility.

IESNA (or IES). An acronym for the Illuminating Engineering Society of North America. The IESNA makes recommendations for outdoor lighting, but does not set outdoor lighting community standards, which are set through local ordinances.

Illuminance. The quantity of light arriving at the surface measured in lux or footcandles.

Intermittent lighting. Luminaries that do not remain on for an extended period of time.

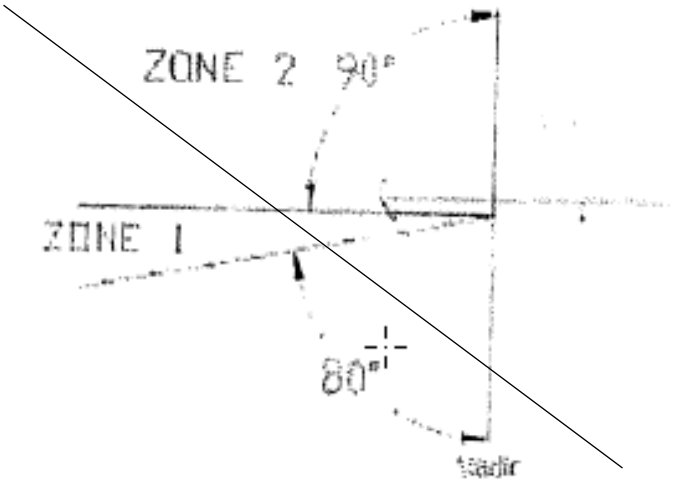
Light pole. Vertical structure designed to support outdoor lighting fixtures, primarily used to illuminate streets, parking areas, parks, and pedestrian pathways.

Light trespass. Light emitted from fixtures designed or installed in a manner that unreasonably causes light to fall on a property other than the one where the light is installed, in a motor vehicle drivers' eye, or upwards toward the sky. If the light appears star-like from another property or the public right roadway, the light is creating light trespass. It is expected that the illumination produced by a light source may be viewed from other properties, but the light source itself should not be visible from other properties. See the illustration below as an educational illustration about light trespass.

Lumen. A unit of luminous flux. One footcandle is one lumen per square foot. For the purpose of this regulation, the lumen-output values shall be the initial lumen output ratings of a lamp. The lumen rating associated with a given lamp is generally indicated on its packaging or may be obtained from the manufacturer.

Luminary. A complete lighting unit consisting of a lamp or lamps together with the parts designed to distribute the light, to position and protect the lamps and to connect the lamps to the power supply.

Nadir. The direction pointing vertically down from the lowest light emitting part of the luminaire:



Outdoor lighting. Nighttime illumination of an outside area or object by any manmade device that is located outdoors and produces light.

Outdoor recreational facilities. Any outdoor area, site, or structure designed, constructed, or regularly used for recreational, athletic, or leisure activities, whether publicly or privately owned, that requires or utilizes outdoor lighting. This includes, but is not limited to, sports fields, stadiums, ballfields, tennis courts, pickleball courts,

playgrounds, parks, golf courses, driving ranges, swimming pools, skate parks, and similar facilities where organized or informal recreation occurs.

Security lights. See the definition of "Adaptive controls".

Spotlight. A light fixture having a narrow beam.

Temporary outdoor lighting. Lighting for a specific unusual purpose of an outside area or object by any manmade device that produces light for a period of less than seven (7) days, with at least 30 days passing before being used again.

Trespass lighting. Light emitted by a luminary which falls outside the boundaries of the property on which the luminary is sited.

Sec. 3.15.003~~2~~ Lighting Requirements

~~(a) Generally. All public and private outdoor lighting installed after the effective date of this article in the Camp Bullis buffer zone shall be in conformance with the requirements established by this section.~~

(a) General. The following standards will apply to all outdoor lighting:

(1) Minimum Lighting Necessary. Outdoor lighting will be designed to provide the minimum lighting necessary to ensure adequate safety, night vision, and comfort, and not create or cause excessive glare on adjacent properties and public street rights of way.

(2) Adjacent to Residential. In properties adjacent to residentially zoned areas or a residential property, the maximum allowable intensity of lighting for any nonresidential use will be 0.25 foot-candles measured at the property line adjacent to any residentially zoned area or at the street right-of-way line when the residentially zoned area is separated by a public street right-of-way.

(3) Light Poles. Light poles will be placed on the site at a setback equal to their height from all adjacent residential property. Light poles will have a maximum height equal to the maximum height allowed for the main building in each zoning district.

(4) Adaptive controls/security lights. Lights of any output that are controlled by a motion sensor switch, provided they do not exceed 0.25 foot-candles at the property line and do not remain illuminated for a duration not to exceed five (5) minutes after activation.

(5) Fully shielded or Hooded. Outdoor lighting must be hooded, shielded, and/or aimed downward. The hood or shield must mask the direct horizontal surface of the light source. The light must be aimed so to ensure that the illumination is only pointing downward onto the ground surface.

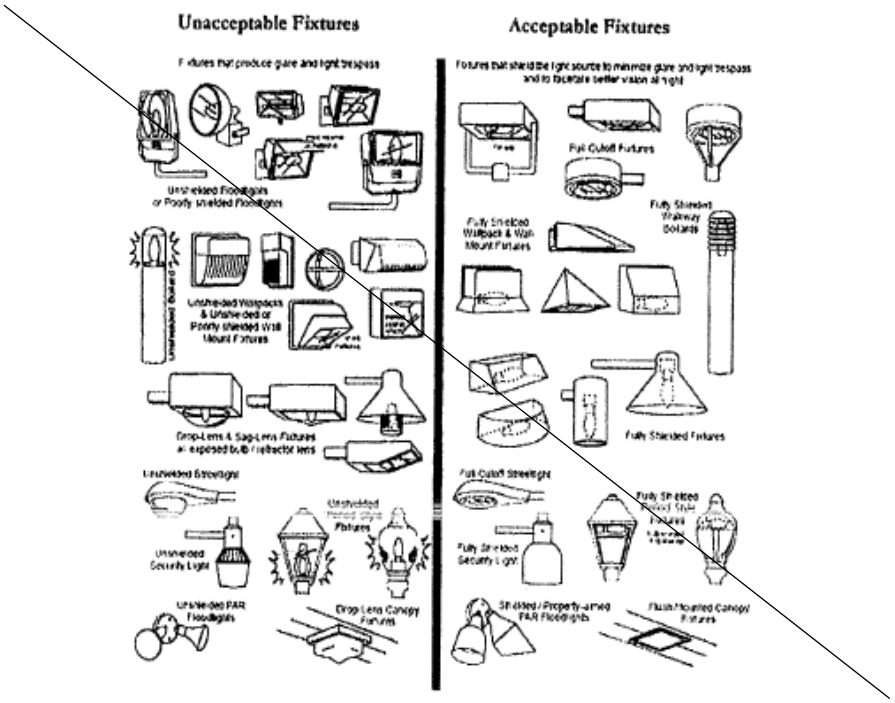
(6) Light Trespass. Any bright light shining onto an adjacent property or streets that would result in a safety hazard is not permitted. Light trespass beyond property boundaries or above the horizontal plane will be considered non-compliant. All outdoor lighting fixtures will be designed, located, and maintained to minimize light trespass, and all direct illumination will be kept within the boundaries of the property upon which the light fixture is positioned.

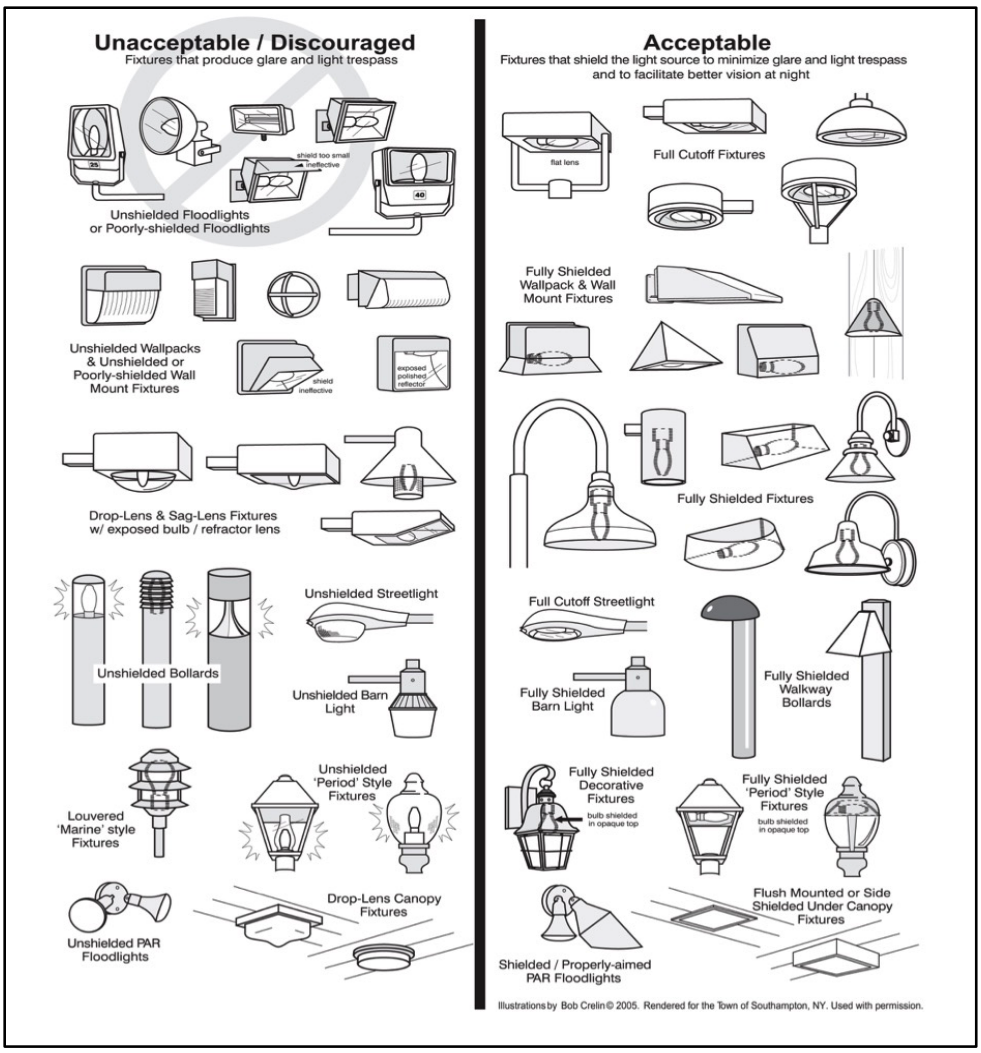
(7) Accent Lighting. When approved, accent lighting will be directed downward onto the structure or object and not toward the sky or adjacent properties. Direct light emissions will not be visible above the roofline or beyond the building edge.

(8) Spotlights. Spotlights on landscaping and foliage will be limited to one hundred and fifty (150) watts output. The light will be shielded and so as not to create a nuisance or safety hazard.

(9) Control of glare. Any luminary that is aimed, directed, or focused so as to cause direct light from the luminary to be directed toward residential buildings on adjacent or nearby land, or to create glare perceptible to persons operating motor vehicles on public ways is prohibited. Such luminary must be redirected or its light output controlled as necessary to eliminate such conditions.

(b) Control of glare. Any luminary that is aimed, directed, or focused so as to cause direct light from the luminary to be directed toward residential buildings on adjacent or nearby land, or to create glare perceptible to persons operating motor vehicles on public ways is prohibited. Such luminary must be redirected or its light output controlled as necessary to eliminate such conditions.





(c) Residential lighting.

(1) No residential trespass lighting may exceed one and one-half footcandles at the property line, with the exception of adaptive control or intermittent lighting.

(2) Covered porch lighting on residences, provided that each external light fixture does not exceed 2220 lumens;

~~(2) Intermittent lighting must be of the motion sensor type that stays on for a period of time not to exceed five (5) minutes and has a sensitivity setting that allows the luminary to be activated only when motion is detected on the site.~~

(3) It is highly recommended that all residential lighting also comply with subsections (d)(1)(~~A~~B)-(C), and (G) ~~and (H)~~ below.

(d) Commercial lighting.

(1) Generally.

(A) No lighting installed on any commercial property may fit the unacceptable fixture designation.

(B) For lighting horizontal tasks such as roadways, sidewalks, entrances and parking area, fixtures must meet full cutoff criteria (no light output emitted above 90 degrees at any lateral angle around the fixture).

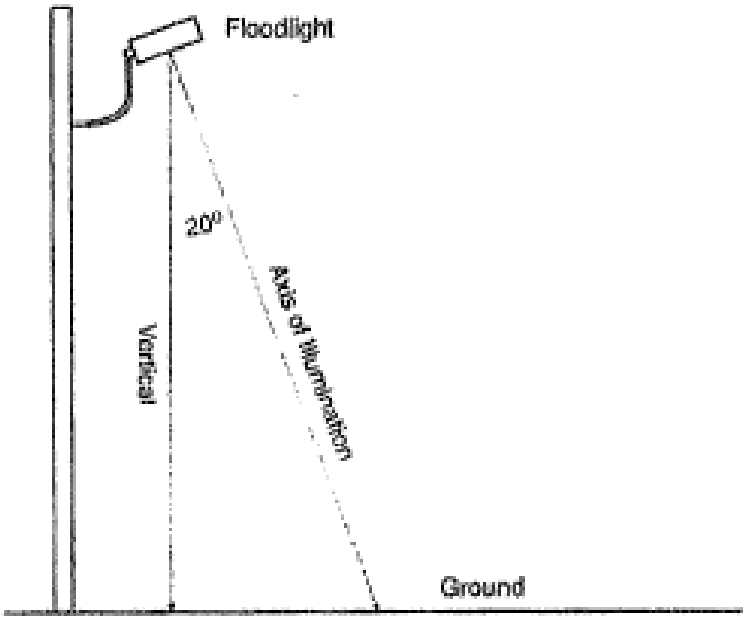
(C) NEMA-head fixtures, a.k.a. barn lights or dusk-to-dawn lights, shall not be permitted on any commercial property unless fitted with a reflector to render them full cutoff.

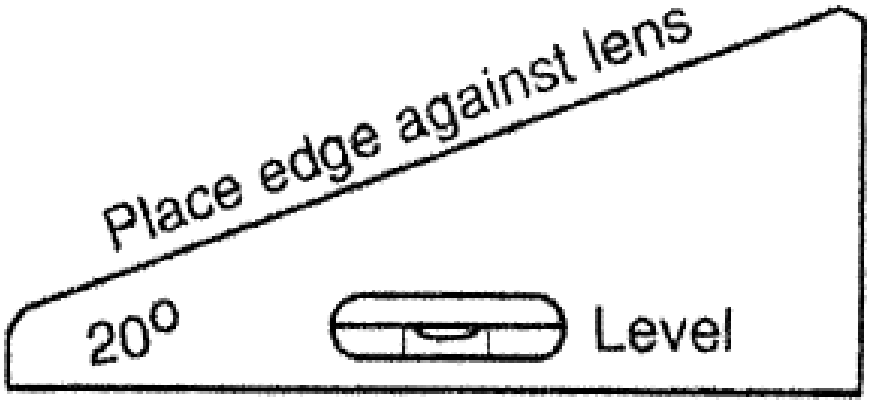
(D) Park style or period style fixtures shall not be permitted on any commercial property unless fitted with a reflector to render them full cutoff.

(E) Wallpack fixtures shall not be permitted on any commercial property unless fitted with a reflector to render them full cutoff.

(F) All trespass lighting shall not exceed two and one-half footcandles measured at the property line.

(G) Floodlight fixtures must be aimed so as to prevent direct radiation of light into the open sky at any angle above the horizontal plane as shown and verified:





(H) All outdoor lighting on commercial property shall be full cutoff.

(2) Service stations and other outdoor facilities:

(A) Outdoor sales and service stations canopies must utilize canopy lights that are fully recessed into the canopy or are fully shielded by the canopy.

(B) The following average maintained illuminance levels for service stations must not be exceeded:

Service Station Component	Lighting Level
Approach	2.0 fc
Driveway	2.0 fc
Pump island	10.0 fc
Building facade	3.0 fc
Service areas	3.0 fc
Landscape highlights	2.0 fc

(e) Parking lot lighting. All parking lot lighting must be full cutoff shielding and minimum illuminance levels. The recommended construction material for parking lots within the Camp Bullis buffer zone is bituminous concrete, better known as asphalt, to minimize reflected light from the lot surface.

(f) Outdoor advertising signs.

(1) Lighting fixtures used to illuminate an outdoor advertising sign must conform to the requirements specified in this section.

(2) Outdoor advertising signs constructed of translucent materials and wholly illuminated from within do not require shielding. Dark backgrounds with light lettering or symbols are preferred.

(3) Internally illuminated panel signs with translucent letters and symbols on an opaque background have no operational time restrictions but should be strongly considered as unnecessary lighting. Internally illuminated panel signs with dark letters and symbols on a white background fall under the category of unnecessary lighting.

(4) Examples of necessary outdoor lighting include lighting associated with flag display, safety, and security.

(5) After closing hours, businesses must reduce outdoor lighting between the hours of 11:00 p.m. and sunrise by turning off any unnecessary lights. Any business that is open 24 hours a day must comply with the lighting levels set out in this article at all times when it is open for business.

(g) Local street lighting.

(1) Local streetlight illumination must follow the guidelines in subsection (3) below unless a licensed professional engineer trained and experienced in the science of illumination engineering deems other illumination levels more appropriate for existing conditions.

(2) All standard streetlights must utilize full cutoff optics (FCO) type luminaires that are installed level to the ground in two (2) intersecting perpendicular planes and should be horizontally level in all directions.

(3) New ornamental streetlights must be classified as either IES full cutoff or IES cutoff as determined by a valid photometric report. This report must be generated for the specified model by a qualified testing lab (testing to IES standards) and must include a full vertical evaluation up through 180 degrees, otherwise that fixture will be unacceptable.

(h) Public roadway illumination. To the extent allowed by federal and state law, this section limits luminaries used for public-roadway illumination to a maximum height of 25 feet, the location of which may be positioned at that height up to the edge of any bordering property.

(i) Tower and structure lighting. Unless otherwise required by the Federal Communications Commission (FCC) or Federal Aviation Administration (FAA), towers or other structures requiring obstructed lighting at night must be of the minimum luminous intensity oscillating red in color.

(j) Other prohibited lighting. Unless authorized by City Council for a special event:

(1) The use of laser source light or any similar high intensity light, such as used for outdoor advertising or entertainment, when projected above the horizontal is prohibited; and

(2) The operation of searchlights for advertising purposes is prohibited.

Sec. 3.15.004~~3~~ Exemptions

(a) The following types of outdoor lighting are exempt from the requirements of section 3.15.002:

(1) General. Emergency or Meteorology Use, Unplatted, or Agricultural Use, Outdoor Recreational Facility, Traffic Lights, and Seasonal Decorations.

~~(1) All outdoor lighting in place prior to the effective date of this article;~~

~~(2)~~ (A) Temporary lighting as needed by police, emergency medical technicians, and fire personnel, or for meteorological data gathering purposes; and

~~(3)~~ (B) Outdoor lighting that is owned or maintained for the purpose of illuminating:

~~(A)~~(i) A tract of land that is maintained as a single-family residence and that is located outside the boundaries of a platted subdivision;

~~(B)~~(ii) A tract of land maintained for agricultural use;

~~(C)~~(iii) An activity that takes place on a tract of land maintained for agricultural use; or

~~(D)~~(iv) Structures or related improvements located on a tract of land maintained for agricultural use.

(C) Publicly maintained traffic control devices;

(D) Street lights installed prior to the effective date of November 2009 (until replaced as noted in this chapter)

(E) Lighting fixtures and illumination requirements imposed by TxDOT within TxDOT right of way;

(F) Moving vehicle lights;

(G) Navigation lights, e.g., aircraft warning beacons on water storage reservoirs and wireless transmission facilities, required by State or Federal law;

(H) Seasonal decorations with lights in place no longer than sixty (60) days;

~~(b)~~(2) Usage of luminaires that do not conform with section 3.15.002.

~~(1)~~(A) Outdoor recreational facilities. No outdoor recreational facility, in all zones, private and public, shall be illuminated by nonconforming means from ~~11~~ 10:00 p.m. local time to sunrise ~~except to conclude a specific recreational activity already in progress.~~

~~(2)~~(B) Outdoor display lighting. Display lighting using nonconforming outdoor luminaires with metal halide bulbs must not be used for security lighting after ~~11~~ 10:00 p.m. local time to sunrise (or after closing hours if before ~~11~~ 10:00 p.m. local time to sunrise).

~~(c)~~(3) Maintenance and repair of luminaires that do not conform with section 3.15.003.

Voluntary compliance with the following maintenance, repair, modified an/or upgraded provisions of this article are expected of the citizens of the City in an effort to enhance the military operations at Camp Bullis:

~~(1)~~(A) Except for lamp replacement, no luminaire should be repaired and/or modified to perpetuate its existence unless the repair and/or modification maintains conformance or makes the luminaire conforming to this article.

(~~2~~)(B) If a lamp is available that makes a luminaire conform, or progress towards conformance with this article's required illuminance level, then such a lamp should be utilized when the lamp is replaced.

(~~3~~)(C) Spotlights and floodlights, with a total luminous flux greater than 1800 lumens, elevated above the ground on poles or buildings and used for area lighting should be adjusted so that their axis of illumination is at an angle not greater than 20 degrees measured from the vertical line between the fixture and the ground. This subsection applies only to spotlights and floodlights with adjustable mounts and does not apply to outdoor recreational facilities.

(D)Existing Fixtures. Existing fixtures may be adapted to comply with this Code by adding a properly designed hood or shield, or by redirecting any upward-mounted fixture downward onto the ground surface, sign, or illuminated structure.

(b) Temporary exemption. Any individual may submit a written request to the City Manager (or designee) ~~City Council~~ for a temporary exemption from the requirements of this article. The request for the exemption must contain the following information:

(1) Proposed use and location of the outdoor light requested.

(2) Type of lamp or lamps to be used, including manufacturer's part number and initial lumens.

(3) Type of light fixture used, including manufacturer's model number and specification (cut) sheets indicating photometric distribution data stated in isofootcandle diagrams.

(4) Starting and ending dates for temporary exemption.

(5) Contact information including name of requester, address and telephone number.

(Ordinance 180 adopted 1/15/09)

Sec. 3.15.005~~4~~ Administration

(a) Submittals.

(1) Applications for all building permits other than single-family and duplex residential, or site development permits, including the installation of outdoor lighting fixtures for new development or redevelopment , will provide proof of compliance with this Code. The submittal will contain the following information as part of the site plan:

(A) Plans. Plans indicating the location, type, and height of lighting fixtures, including both building-mounted and ground-mounted fixtures, and details illustrating the foot-candle power measured throughout the site;

(B) Description of the Lighting Fixtures. A description of the lighting fixtures, including lamps, poles or other supports and shielding devices, which may be provided as catalogue illustrations from the manufacturer;

(C) Photometric Data. Photometric data, which may be furnished by the manufacturer, showing the angle of light emission;

(D) Additional information. Additional information may be required by the City Manager (or designee) in order to determine compliance with this Code.

~~(a)~~(b) Enforcement.

(1) The City Manager (or ~~his~~ designee) shall administer the regulations adopted in this article. ~~(Ordinance 180 adopted 1/15/09; Ordinance 2019-09, Exhibit A(F), adopted 8/1/19)~~

(2) The officer shall give written notice to the owner of the property on which an outdoor lighting violation as defined in this article exists.

(A) The notice shall state:

(i) The specific condition that constitutes a violation; and

(ii) That the person receiving notice must correct the violation no later than the 30th day after the date on which the notice is served.

(B) Failure to correct the violation will result in a class C misdemeanor being filed.

(C) Written notice/violation shall be served on the owner or his agent:

(i) In person or by registered or certified mail, return receipt requested;

(ii) If personal service cannot be obtained or the address of the owner or his agent is unknown, by posting a copy of the notice on the premises on which the nuisance exists and by publishing the notice in a newspaper with general circulation in the City two (2) times within 10 consecutive days;

(iii) If the occupier of the premises is not the owner or his agent, the occupier shall also be served with notice:

a. In person or by registered or certified mail; or

b. If personal service cannot be obtained, by posting a copy of the notice on the premises.

(3) The City may not approve any further plat, permit or plan for any subdivision that installs new street lighting that does not meet the street lighting standards of this article.

(b) Violations defined. It shall be unlawful for any person, firm or corporation to erect, construct, enlarge, alter, repair, move, improve or convert any illumination device of any type, or cause the same to be done, contrary to or in violation of any provision of this article. Any person, firm or corporation shall be deemed guilty of a separate offense for each and every day or portion thereof during which any violation of any provision of this article is committed, continued, or permitted.

(c) Penalties. Any person, firm, corporation, or association violating the provisions of this article shall be cited for a misdemeanor violation, and, upon conviction, shall be fined in any sum not more than five hundred dollars ($500.00), and each day of continued violation shall be a separate offense.

Sec. 3.15.006~~5~~ Variances ~~and Temporary Exemptions~~

(a) Variances. City Council may grant a variance to the requirements of this article where a literal enforcement of the provisions will result in unnecessary hardship. A variance request must be submitted to the City Council in writing that sets out the basis for the request. No variance can be granted unless:

(1) It will not be contrary to public interest;

(2) It will be in harmony with the spirit and purposes of this article;

(3) The plight of the owner of the property for which the variance is sought is due to unique circumstances existing on the property, and the unique circumstances were not created by the owner of the property and are not merely financial; and

(4) The variance will not substantially weaken the general purposes of this article.

~~(b) Temporary exemption. Any individual may submit a written request to the City Council for a temporary exemption from the requirements of this article. The request for the exemption must contain the following information:~~

~~(1) Proposed use and location of the outdoor light requested.~~

~~(2) Type of lamp or lamps to be used, including manufacturer's part number and initial lumens.~~

~~(3) Type of light fixture used, including manufacturer's model number and specification (cut) sheets indicating photometric distribution data stated in isofootcandle diagrams.~~

~~(4) Starting and ending dates for temporary exemption.~~

~~(5) Contact information including name of requester, address and telephone number.~~

EXHIBIT B

Section 4.9 Permitted Uses

Table 4.2: Use Table

Zoning District	Mixed Use Village	Neighborhood Commercial	Community Facilities	Logistics	Existing Residential	Neighborhood Residential	Rural Residential	Open Space[1]	Parking
Residential									
Manufactured Housing	NP	NP	NP	P/C	NP	NP	~~NP~~ P	NP	2 spaces per each dwelling unit
Commercial									
Retail Sale of Hemp (CBD/THC/cannabis)	P/C	NP	NP	P/C	NP	NP	NP	NP	1 space per 300 sf of usable building area
Retail Sale of Kratom Products by a Retailer	P/C	NP	NP	P/C	NP	NP	NP	NP	1 space per 300 sf of usable building area
Miscellaneous									
Religious Institution	~~P~~ NP	~~P~~ NP	P	P	~~P~~ NP	~~P~~ NP	~~P~~ NP	~~P~~ NP	1 space every 2.5 people on site at one time
Industrial									
Data Center	NP	NP	NP	S	NP	NP	NP	NP	To be determined by the City Manager or designee based on use and location

* * *

Section 4.10 Conditional Uses

(17) Retail sale of hemp (CBD/THC/cannabis)

Hemp sales shall abide by all state law provisions and be permitted in accordance with Table 4.2 and subject to the following standards:

a. Consumable hemp products for the purpose of sale of packaged hemp-derived products (such as CBD foods, beverages, or other consumables) to the public by a licensed business. These products must meet specific legal definitions and regulatory requirements under the Texas Health and Safety Code (HSC) Chapter 443, the Texas Administrative Code (TAC) Chapter 300, and the Texas Agriculture Code Section 121.001.

b. Shall not be located within a radius of 500 feet from the following land uses: another hemp or kratom retail business, religious institutions, school, day care facility, any alcohol retailer or establishment, pawnshop, or residential. This subsection does not apply to incidental uses where 20% or less of the gross square footage of the store displays hemp products.

(18) Retail Sale of Kratom

Kratom sales shall abide by all state law provisions and be permitted in accordance with Table 4.2 and subject to the following standards:

a. Meets Texas Kratom Consumer Health and Safety Protection Act, including:
   i. Product testing documentation
   ii. Age verification systems
   iii. Clear ingredient labeling
   iv. Warning label requirements
b. Shall not be located within a radius of 500 feet from the following land uses: another kratom or hemp retail business, religious institutions, school, day care facility, any alcohol retailer or establishment, pawnshop, or residential. This section does not apply to incidental uses where 20% or less of the gross square footage of the store displays kratom products.

* * *

Section 6.4 General Standards

(9) Auxiliary Building and Site Standards

d. Outdoor Lighting:
   ~~i. Covered porch lighting on residences is permitted provided that each external light fixture does not exceed 2220 lumens.~~
   ~~ii. Security lights of any output that are controlled by a motion sensor switch are permitted provided they do not remain illuminated longer than ten (10) minutes after activation.~~
   ~~iii.~~ i. Outdoor lighting must comply with the City's Outdoor ~~Dark Sky~~ Lighting Ordinance Article 3.15 requirements.

* * *

Section 6.8 Outdoor Lighting

Outdoor lighting must comply with the City's Outdoor ~~Dark Sky~~ Lighting Ordinance Article 3.15 requirements.

~~(1) Purpose and Intent~~

~~The purpose of this Section is to regulate outdoor lighting in order to reduce or prevent light pollution in the City. All regulations in this section are in addition to the City's Dark Sky requirements. New lighting technologies have produced lights that are extremely powerful, and these types of lights may be improperly installed so that they create problems of excessive glare, light trespass, and higher energy use. Excessive glare can be annoying and may cause safety problems. Light trespass reduces privacy, degrades the enjoyment of the night sky, and results in higher energy use and increased costs for everyone. Appropriately regulated, and properly installed, outdoor lighting will contribute to the safety and welfare of the residents and will help preserve the historic and rural character of the City in keeping with the desired objectives of the Comprehensive Plan.~~

~~(2) Applicability~~

a. ~~Binding Regulations. The regulations contained in this Section are binding only within the City limits of Fair Oaks Ranch. All outdoor lighting fixtures installed on private and public property within a new development or redevelopment within the City limits will be required to comply with this Code. This Code does not apply to interior lighting; however, overly bright lighting emitted from a structure will be subject to this Code if it is determined by the City Manager that it creates a nuisance, or a safety hazard as defined in the References Section of this Code.~~

b. ~~Compliance. Compliance with the regulations in this Section is strongly encouraged for improvements and developments within the ETJ in order to prevent light pollution and preserve the rural and historic character of the City. Compliance with these requirements will be administered by the City Manager or his or her designee.~~

c. ~~Existing and Replacements. All outdoor lighting fixtures existing and legally installed and operating before the effective date of this Code will be exempt from this Code unless they are determined to create a safety hazard. When an existing lighting fixture(s) become inoperable, their replacements are subject to the provisions of this Code.~~

d. ~~Modifications. Modifications to nonconforming lighting fixtures must also comply with this Chapter.~~

~~(3) Exemptions~~

~~The following are exempt from the provisions of this Code:~~

a. ~~Publicly maintained traffic control devices;~~

b. ~~Street lights installed prior to the effective date of this Code (until replaced as noted in Section 7.8(2)c.);~~

c. ~~Temporary emergency lighting, e.g., for fire, police, repair crews, etc.;~~

d. ~~Lighting fixtures and illumination requirements imposed by TxDOT within TxDOT right of way;~~

e. ~~Moving vehicle lights;~~

f. ~~Navigation lights, e.g., aircraft warning beacons on water storage reservoirs and wireless transmission facilities, required by State or Federal law;~~

g. ~~Seasonal decorations with lights in place no longer than sixty (60) days;~~

h. ~~Sports field lighting, until 10:00 P.M.;~~

i. ~~Other temporary uses approved by the City Council, e.g., festivals, carnivals, fairs, night-time construction, etc.;~~

j. ~~Covered porch lighting on residences, provided that each external light fixture does not exceed~~
~~2220 lumens;~~ and

k. ~~Security lights of any output that are controlled by a motion sensor switch, provided they do not exceed 0.25 foot-candles at the property line and do not remain illuminated for a duration not to exceed ten (10) minutes after activation.~~

~~(4) Submittals~~

~~Applications for all building permits other than single-family and duplex residential, or site development permits, including the installation of outdoor lighting fixtures for new construction, will provide proof of compliance with this Code. The submittal will contain the following information as part of the site plan:~~

a. ~~Plans. Plans indicating the location, type, and height of lighting fixtures, including both building-mounted and ground-mounted fixtures, and details illustrating the foot-candle~~

power measured throughout the site;

b. Description of the Lighting Fixtures. A description of the lighting fixtures, including lamps, poles or other supports and shielding devices, which may be provided as catalogue illustrations from the manufacturer;

c. Photometric Data. Photometric data, which may be furnished by the manufacturer, showing the angle of light emission;

d. Additional information. Additional information may be required by the Planning and Zoning Commission in order to determine compliance with this Code.

(5) General Lighting Standards

The following standards will apply to all outdoor lighting installed after the effective date of this Code:

a. Minimum Lighting Necessary. Outdoor lighting will be designed to provide the minimum lighting necessary to ensure adequate safety, night vision, and comfort, and not create or cause excessive glare onto adjacent properties and public street rights of way.

b. Hooded. Outdoor lighting must be hooded, shielded, and/or aimed downward. The hood or shield must mask the direct horizontal surface of the light source. The light must be aimed so as to ensure that the illumination is only pointing downward onto the ground surface.

c. Light Trespass. Any bright light shining onto an adjacent property or streets that would

d. result in a safety hazard is not permitted. Light trespass beyond property boundaries or above the horizontal plane will be considered non-compliant. All outdoor lighting fixtures will be designed, located, and maintained to minimize light trespass, and all direct illumination will be kept within the boundaries of the property upon which the light fixture is positioned

e. Existing Fixtures. Existing fixtures may be adapted to comply with this Code by adding a properly designed hood or shield, or by redirecting any upward-mounted fixture downward onto the ground surface, sign, or illuminated structure.

f. Accent Lighting. When approved, accent lighting will be directed downward onto the structure or object and not toward the sky or adjacent properties. Direct light emissions will not be visible above the roofline or beyond the building edge.

g. Spotlights. Spotlights on landscaping and foliage will be limited to one hundred and fifty (150) watts output. The light will be shielded and so as not to create a nuisance or safety hazard.

(6) Specific Nonresidential Lighting Requirements

a. Maximum Allowable Intensity. The maximum allowable intensity of lighting for any nonresidential use will be 0.25 foot-candles measured at the property line adjacent to any residentially zoned area or at the street right-of-way line when the residentially zoned area is separated by a public street right-of-way.

b. Light Poles. Light poles will be placed on the site at a setback equal to their height from all adjacent residential property. Light poles will have a maximum height equal to the maximum height allowed for the main building in each zoning district.

* * *

Section 10.9 Political Signs on Public Property

(1) Purpose

The purpose of this Section is to provide reasonable regulations for political signs on the premises of public property when used as an election polling place. These regulations are intended to mitigate safety concerns, prevent damage to public property, and ensure that such property is sufficiently available for patrons who use the facilities other than for election purposes.

(2) Permits

No permit will be required under this Section for on-premises political signs. Any political sign listed in this Section will be erected and maintained in a safe condition in conformance with all other requirements of this Chapter.

(3) Regulations and Exceptions

a. The following regulations apply:

I. ~~Election~~ Political Signs. All ~~election~~ political signs must comply with ~~State law Sec. 259.003 of Chapter 259, Title 15~~ Texas Election Code 259.003 and City regulations.

II. ~~Place no~~ No ~~electioneering~~ political sign or literature shall be placed within ten (10) feet of the public roadway adjacent to the public property where a polling location is located.

III. ~~Place no~~ No ~~electioneering~~ political sign shall~~on the premises that~~ exceeds ~~thirty-six (36)~~ four (4) square feet ~~and is more than~~ or eight (8) feet in height, including any supporting poles or stakes, ~~or to utilize~~ nor shall any stake exceed ~~more than~~ 18 inches ~~long~~in length or ~~1 foot~~ 1-inch in diameter, cross-sectional, side view, or equivalent. Stakes may not be buried to a depth greater than ten (10) inches~~; and~~

IV. ~~A limit~~ maximum of three (3) political signs including canopy or tent per candidate or measure ~~will~~ shall be ~~allowed~~ permitted at the polling location~~site~~. The City Secretary will maintain a diagram designating areas for electioneering, the placement of political signs, and identifying restricted areas to assist with compliance; however, electioneering boundaries shall be enforced in accordance with the Texas Election Code. ~~prohibited areas pursuant to Election code SS61.003, as amended.~~

V. A political sign is defined in accordance with Chapter 13 of this UDC and includes banner, staked, freestanding, portable, and vehicular or trailer signs when the primary purpose of the vehicle or trailer is to display signage at the polling location. However, this definition does not include handheld signs, signs affixed to clothing, or signs displayed on vehicles in active use for transportation purposes. A canopy or tent containing political messaging shall be considered a single political sign regardless of the number of display surfaces and shall not exceed 10 by 10 square feet. Only one canopy or tent per candidate or measure is permitted on a daily first come, first serve basis in designated areas.

b. Removal and Disposal

I. In addition to imposing any criminal penalty, the City Manager may, without notice, remove and dispose of electioneering political sign~~(s) located~~ in violation of this section.

II. Political signs may be placed on public property no earlier than the day before the voting period.

III. All political signs located on public property shall be removed no later than ~~three (3)~~ the day ~~business days~~ after the conclusion of voting, unless State law prohibits the removal of signs after the time period. Any non-compliant signs remaining ~~after three business days~~ will be removed by the City and held ~~until the~~ seven~~th~~ (7) days after the conclusion of voting and will be disposed of after the seventh day.

* * *

Section 13.2 Words and Terms Defined.

For the purpose of this UDC, certain terms and words herein will be defined as follows:

Data Center. To include all types of data centers such as Enterprise Data Center (On-site), Colocation Data Center (Multi-tenant), Hyperscale Data Center/Other Large-load Customers (Cloud / Massive Scale), Edge Data Center (Small / Distributed), Modular / Containerized Data Center. If a facility is labeled differently (e.g., a cloud computing hub, AI training center, or colocation site), if it draws 75 MW or more from Electric Reliability Council of Texas grid, it shall meet Texas Senate Bill 6.

Hemp. Meets Texas Agriculture Code Section 121.001 definition of hemp, including the plant Cannabis sativa L., its seeds, derivatives, extracts, cannabinoids, isomers, acids, salts, and salts of isomers, whether growing or not, provided the delta-9 tetrahydrocannabinol (THC) concentration does not exceed 0.3% on a dry weight basis.

Kratom. Any part of the leaf of the plant Mitragyna speciosa, as regulated by the Texas Kratom Consumer Health and Safety Protection Act (Senate Bill 497, effective September 1, 2023).

Kratom Processor — a person who manufactures, prepares, distributes, maintains, advertises, represents, or packages kratom products for sale.

Kratom Product — a food (including extracts, capsules, or pills) containing any form of kratom.

Kratom Retailer — a kratom processor who sells kratom products to consumers or advertises as doing so.

Manufactured Home. A HUD-code manufactured home, which is HUD certified and built after June 15, 1976, as defined by the Texas Occupations Code. A structure transportable in one or more sections, which is built on a permanent chassis and is designed as a dwelling with or without a permanent foundation when connected to the required utilities. ~~As of Sept. 1, 2017, that was: a structure constructed on or after June 15, 1976 or a mobile home. "Mobile home" means a structure constructed before June 15, 1976, according to the rules of the United States Department of Housing and Urban Development; built on a permanent chassis; designed for use as a dwelling with or without permanent foundation when the structure is connected to the required utilities; transportable in one or more sections; and, in the traveling mode, at least eight body feet in width or at least 40 body feet in length or, when erected on site, at least 320 square feet. The term does not include a recreational as defined by the State of Texas.~~

~~"~~**Mobile home**~~"~~. ~~means a~~ A structure constructed before June 15, 1976, according to the rules of the United States Department of Housing and Urban Development; built on a permanent chassis; designed for use as a dwelling with or without permanent foundation when the structure is connected to the required utilities; transportable in one or more sections; and, in the traveling mode, at least eight body feet in width or at least 40 body feet in length or, when erected on site, at least 320 square feet. The

term does not include a recreational vehicle as defined by the State of Texas.

Voting Period. The ~~period each day the hour the polls are open for voting and ending when the polls close or the last voter has voted, whichever is later~~ timeframe beginning with the first day of early voting as established by state law and ending at the close of polls on Election Day. ~~Early voting is as defined in Section 85.001 of the Texas Election Code (TEC).~~

CITY COUNCIL CONSENT ITEM
CITY OF FAIR OAKS RANCH, TEXAS

AGENDA TOPIC:	Approval of the second reading of an ordinance amending the City of Fair Oaks Ranch Code of Ordinances Chapter 3, Article 3.14, Division 2, Placement or Maintenance of Facilities in Public Right-of-Way and Appendix A, Article A11.000(d) Right-of-way construction permit
DATE:	September 17, 2026
DEPARTMENT:	Engineering
PRESENTED BY:	Lee Muniz, P.E., CFM, Engineering Manager

INTRODUCTION / BACKGROUND:
A right-of-way (ROW) permit is required when a utility company or contractor performs work within a City street, drainage ditch, median or other public area controlled by the City. The permit process allows staff to review the proposed work, ensure the safety of public utilities, coordinate traffic control, inspect construction and confirm that streets and other public improvements are restored when the work is complete.

Recently, the City has experienced increases with various utility providers working within the city rights-of-way. The work involved street micro-trenching, substantial street excavation, and extended lane closures. These projects required more staff inspection and coordination than the current ordinance and fee structure were designed to address. Additionally, staff finds the existing ordinance does not provide sufficient language for restoring streets after trenching or other excavation, and that the same fee and permit duration applies to small service connections and large utility projects.

At the City Council workshop on August 6, staff presented a draft redlined ordinance depicting the following proposed amendments:

1. Creating two permit categories (Typical and Major), based on the size of work.
2. Updating the fee schedule by establishing application fees for major permits, base inspections, re-inspections, and permit extensions.
3. Requiring trenchless construction, such as boring.
4. Updating restoration requirements to prevent a utility trench from reducing the remaining service life of a street.
5. Updating the financial guarantee requirement.

Staff received support for the amendments with one change — increase the maintenance period from one year to two years for restoration work.

At the City Council meeting on September 3, the City Council approved the first reading of an ordinance amending the City's Code of Ordinances.

POLICY ANALYSIS / BENEFIT(S) TO CITIZENS:

- Supports Goal 2.2 of the Strategic Plan to Ensure growth is guided by long-range plans and the community's voice through disciplined, proactive planning and consistent policy adherence.
- Supports Goal 3.4 of the Strategic Plan to Maintain safe and reliable roadway infrastructure while enhancing the beauty and welcoming character of public right-of-way.

LONGTERM FINANCIAL & BUDGETARY IMPACT:

1. The proposed fees would increase revenue from right-of-way permits and inspections. The amount will depend on the number, size and duration of future utility projects.
2. The street degradation provision would provide additional financial security when a contractor fails to complete acceptable restoration.
3. Final fees or guarantee calculations are clearly described in the ordinance so applicants and staff understand when it applies and how it will be collected.

LEGAL ANALYSIS:

Ordinance approved as to form.

RECOMMENDATION / PROPOSED MOTION:

I move to approve the second reading of an ordinance amending Chapter 3, Article 3.14, Division 2, Placement or Maintenance of Facilities in Public Right-of-Way and Appendix A, Article A11.000 (d) Right-of-way construction permit of the City Code of Ordinances.

AN ORDINANCE

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS, AMENDING THE CITY OF FAIR OAKS RANCH CODE OF ORDINANCES CHAPTER 3 BUILDING REGULATIONS, ARTICLE 3.14 STREETS AND SIDEWALKS, DIVISION 2 PLACEMENT OR MAINTENANCE OF FACILITIES IN PUBLIC RIGHT-OF-WAY AND APPENDIX A FEE SCHEDULE, ARTICLE A11.000 (D) RIGHT-OF-WAY CONSTRUCTION PERMIT; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City Council, on November 16, 2006, adopted Code of Ordinances Article 3.14 Streets and Sidewalks establishing the requirements, restrictions, and regulations that contractors must follow when performing construction within public right-of-way; and

WHEREAS, the City Council, on November 15, 2018, adopted Code of Ordinances Appendix A Fee Schedule, Article A11.000 Public Works, establishing fees for right-of-way construction permits; and

WHEREAS, amendments are necessary to update the current ordinances to reflect common right-of-way construction practices and to revise associated fees to more accurately account for the staff time and resources required to administer the permitting process and provide oversight; and

WHEREAS, on August 6, 2026, after staff conducted a workshop on the proposed amendments to the right-of-way and the fee ordinances, the City Council directed staff to present an amending ordinance at a future City Council meeting for consideration and action; and

WHEREAS, the City Council of the City of Fair Oaks Ranch finds it in the best interest of the City to amend regulations for construction in public right-of-way to incorporate updated construction practices, improve protection of public infrastructure, clarify requirements, and update right-of-way construction permit fees.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS:

Section 1. Chapter 3 Building Regulations, Article 3.14 Streets and Sidewalks, Division 2 Placement or Maintenance of Facilities in Public Right-of-Way and Appendix A Fee Schedule, Article A11.000 (d) Right-of-way construction permit are hereby amended as set forth in **Exhibit A.**

Section 2. That the recitals contained in the preamble hereto are hereby found to be true and such recitals are hereby made a part of this ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.

Section 3. It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this ordinance be severable, and, if any phrase, clause, sentence, paragraph, or section of this ordinance shall be declared invalid by judgment or decree of any court of competent jurisdiction, such invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs, or sections of this ordinance and the remainder of this ordinance shall be enforced as written.

Section 4. That it is officially found, determined, and declared that the meeting at which this ordinance is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this ordinance, was given, all as required by Chapter 551, as amended, Texas Government Code.

Section 5. The provisions of this ordinance shall be cumulative of all ordinances not repealed by this ordinance and ordinances governing or regulating the same subject matter as that covered herein.

Section 6. If any provision of this ordinance or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this ordinance and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City hereby declares that this ordinance would have been enacted without such invalid provision.

Section 7. All ordinances, or parts thereof, which are in conflict or inconsistent with any provision of this ordinance are hereby repealed to the extent of such conflict, and the provisions of this ordinance shall be and remain controlling as to the matters ordained herein.

Section 8. This ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 9. This ordinance shall take effect immediately from and after its second reading, passage and any publication requirements as may be required by governing law.

PASSED and APPROVED on first reading by the City Council of the City of Fair Oaks Ranch, Texas, on this 3rd day of September 2026.

PASSED, APPROVED, and ADOPTED on second and final reading by the City Council of the City of Fair Oaks Ranch, Texas, on this 17th day of September 2026.

_____

Gregory C. Maxton, Mayor

ATTEST:

APPROVED AS TO FORM:

_____

Amanda Valdez, TRMC
City Secretary

_____

Denton Navarro Rodriguez Bernal Santee & Zech
P.C., City Attorney

EXHIBIT A

CODE OF ORDINANCES
CHAPTER 3 - BUILDING REGULATIONS
ARTICLE 3.14 STREETS AND SIDEWALKS

Division 2. Placement or Maintenance of Facilities in Public Right-of-Way[1]

Sec. 3.14.031 Definitions

For the purposes of this division the following words, terms, and phrases shall have the meanings ascribed thereto, unless the context of their usage clearly indicates otherwise:

Area of Influence. A composite trench area calculation that accounts for depth and is used as a component of the Street Degradation Fee.

~~*City Manager.* The person hired as such by the City Council.~~

City Council. The governing body of the City.

Emergency. A situation which, unless immediate remedial action is taken, will likely result in harm to public health, safety, and/or welfare.

Equivalent Granular Thickness. A determination of a multi-layer road material (asphalt, base material, and subgrade) thickness into a single standardized number representing the total depth of base gravel needed to provide the exact same structural strength.

Facilities or *facility.* Shall mean and include, but shall not be limited to, pipes, conduits, wires, cables, towers, switches, amplifiers, transformers, fiber optic lines, antennas, poles, ducts, conductors, lines, mains, vaults, appliances, attachments, equipment, structures, manholes, fixtures, appurtenances, and such other objects, devices, or other items of tangible personal property which are designed, constructed, installed, placed, used or operated in, upon, over, across, above, or below public rights-of-way. Notwithstanding the foregoing, structures designed and constructed for the support and passage of vehicular and pedestrian traffic, such as streets, alleys, highways, driveways, and sidewalks, whether at, below, or above grade, shall not be deemed to be facilities. Provided further, a private individually owned connection and/or attendant downstream service line or device, through which a utility service is received by the end user owning same, for which required permits have been issued under applicable building, plumbing, electrical, or other codes of the City, shall not be deemed as facilities hereunder.

Major Right-of-Way Permit. Any construction activity within the right-of-way that involves a large amount of non-City infrastructure improvements over a long distance typically exceeding 50 feet. Boring projects will be measured based on the required bore pit locations and not the infrastructure length.

---

[1]State law reference(s)—Use of municipal streets and sidewalks for public conveniences and amenities or for private uses, V.T.C.A., Transportation Code, ch. 316; management of public right-of-way used by telecommunications provider, V.T.C.A., Local Government Code, ch. 283.

EXHIBIT A

Overall Conditions Index (OCI)- A numerical rating system used by the City to assess the surface condition, roughness, health, and structural integrity of a road surface ranging from 0 to 100. Higher score means the street is in new or great shape.

Percent Loss of Life. A percentage calculation is used to determine the reduced life of a street based on a trench excavation. Street's initial life is quantified by a OCI score. The percentage is used to determine the Street Degradation Fee.

Person. An individual, corporation, association, partnership, joint venture, firm, limited liability partnership, joint stock company, association, governmental entity other than the City, or any other public or private entity.

Public rights-of-way or *public right-of-way.* The surface, the air space above the surface, and the area below the surface of any public street, highway, lane, path, alley, sidewalk, boulevard, drive, bridge, tunnel, easement, or similar property within the corporate limits of the City, and in which the City holds a property interest (fee title, easement or otherwise), or over which the City holds and exercises a right of management or control, and which, consistent with the purposes for which it was acquired or dedicated, may be used for the installation and maintenance of facilities.

Street Degradation Fee. A fee used as financial security when street restoration is not completed does not meet the City's minimum standards, or failures within restoration areas occur. The fee is based on the multiplication of the Area of Influence, Percent Loss of Life, and Equivalent Granular Thickness. Fee will be part of the Guarantee of Performance.

Typical Right-of-Way Permit. Any construction activity within the right-of-way that is minor with minimal non-City infrastructure improvements that do not exceed a distance of 50 feet. Boring projects will be measured based on the required bore pit locations and not the infrastructure length.

User. A person having facilities within a public right-of-way.

Sec. 3.14.032 Penalties and Remedies

(a) Criminal penalty. Any person who violates any provision of this division shall be deemed guilty of a misdemeanor and, upon conviction thereof, shall be fined as provided in section 1.01.009 of this Code. Each day of violation shall constitute a separate offense. Prosecution for, and imposition of, criminal penalties under this subsection shall not bar the City from seeking other additional remedies as may be provided in this division, by law, or in equity.

(b) Civil penalties. Civil penalties may be imposed for a violation of any provision of this division, as follows:

(1) Up to one thousand dollars ($1,000.00) for each violation, with each day constituting a separate and new violation; and/or

(2) Revocation of any or all permits granted to allow work in public rights-of-way, subject to procedural guidelines provided in this division and any agreement which applies to the person subject to the complaint, and subject to any limitation imposed by federal or state law.

EXHIBIT A

Sec. 3.14.033 Unauthorized Use Prohibited

Except as otherwise specifically provided by law, this division, or any other ordinance of the City applicable thereto, it shall be unlawful for any person to cause or permit the placement, construction, operation or maintenance of any facility within public rights-of-way unless authorization has been granted by the City in accordance herewith or in accordance with such other ordinance of the City applicable thereto. Provided further, nothing herein shall be construed as superseding or preempting any provision of the City's regulations applicable to wireless telecommunications facilities.

Sec. 3.14.034 Registration of Users

It shall be unlawful for any person to place facilities within public rights-of-way without having first filed with the City an application for registration therefor. The ~~City Manager~~ Public Works Director or designee shall issue a registration certificate to each person successfully completing and filing such application. Each registration certificate shall be issued in the name of the user. Registration certificates shall be renewed every ~~60~~ 24 months. When information provided in an application for a registration certificate is no longer correct, the user shall inform the City, in writing, within 30 days following the date of such change. Each application for registration shall include:

(1) The name and legal status of the user;

(2) The name, address, telephone number, e-mail address, and fax number of the individual(s) who will be the contact(s) for the user;

(3) The name, address, telephone number, e-mail address, and fax number of the individual(s) who will be the contact(s) for field location of facilities;

(4) The name, address, telephone number, e-mail address and fax number of an emergency contact who shall be available 24 hours a day; and

(5) Proof of insurance and bonding, as otherwise required herein.

Sec. 3.14.035 Unauthorized Construction Prohibited

It shall be unlawful for any person to cause or permit the construction or installation of facilities within public rights-of-way within the City except as provided by this division and any other ordinance of the City applicable thereto.

Sec. 3.14.036 Construction Regulations; Restoration of Surface; Maintenance Requirements

(a) Excavations. All excavations and other construction in the public rights-of-way shall be performed in accordance with all applicable state, federal, and City regulations.

(b) Interference with use of property. All construction within public rights-of-way shall be undertaken so as to minimize interference with the use of public and private property and in accordance with any lawful direction given by the City under the police and regulatory powers of the City.

(c) Construction permits. It shall be unlawful for any person to cause or permit any work which involves the storage of construction material or the construction, installation, expansion, repair, removal, or maintenance of facilities within public rights-of-way without having first applied for and obtained from the City a construction permit therefor. Provided, however, acquisition of construction permits shall not be required for any such work that does not involve the alteration or disturbance of the surface/aerial of the right-of-way. Each construction permit application shall include a written work description, including construction drawings, showing the facilities' location (or proposed location) and the estimated depth of the facilities (existing and proposed) in the immediate area of the proposed new construction. Such drawings shall be reviewed by the City and, if disapproved, returned with comments setting forth the reasons for such disapproval within 10 working days of receipt of the drawings. Except as otherwise specifically provided herein, work shall not commence until applicable construction permits have been approved therefor. Review and approval by the City of construction permits as provided herein shall not constitute any representation or warranty regarding the sufficiency of design or construction of such facilities. All such work shall be in conformance with the approved construction permit. Work for which a permit is required may be performed at any time; provided, however, any such permitted work performed within 500 feet of any residential structure may only be performed between the hours of 7:00 a.m. and 7:00 p.m. Any permitted work performed outside of the above working hours must be approved in advance by the Public Works Director or his designee. Provided further, all such construction and/or installation work shall be completed ~~in the time specified in the permit~~ 60 days for a Typical ROW Permit or 180 days for a Major ROW permit. If the work cannot be completed within the specified time period, the user may request a 30-day extension from the Public Works Director or designee, but is limited to two (2) extensions per permit. ~~which extension shall not be unreasonably withheld.~~ If a permit expires without applying for an extension, a fee will be applied when renewing the permit and the permit will automatically be elevated to a Tier 4 Major ROW permit.

(d) Emergency repairs; restoration of service. Notwithstanding the foregoing subsection (c), during an emergency where, in the good faith judgment of the user, failure to act immediately could jeopardize public health, safety, or general welfare, or in situations where a repair is necessary to restore service to a customer, such user may perform repairs to facilities within public rights-of-way which involve the alteration or disturbance of the surface of such public right-of-way without prior notification to or acquisition of a construction permit from the City. In such cases, the user shall notify the Public Works Director or designee of the City as promptly as possible after beginning the work, but in no event later than the close of business on the next business day, stating the nature of such repairs and, if not completed, the length of time estimated to complete same. The user shall apply for the required approvals as soon as reasonably practicable, and any work performed that is not consistent with then-applicable City standards shall be corrected upon notice thereof from the City.

(e) Restoration of surface. A user may excavate public rights-of-way only for the purpose of, and to the extent reasonably required for, the construction, installation, expansion, repair, removal, or maintenance of its facilities. Upon completion of work, the user

shall promptly restore the surface of the affected public right-of-way to a condition that equals or exceeds its condition prior to such construction. To such end, the restoration shall comply with the following requirements:

(1) Replacing all-natural ground cover equal to or better than the type of ground cover damaged during work, either by sodding or seeding~~, or natural growth~~;

(2) Installation of all manholes and hand-holes as required;

(3) All bore pits, potholes, trenches or any other holes shall be filled in or covered daily, unless other safety requirements are approved by the Public Works Director or designee;

(4) Leveling of all trenches and backhoe lines;

(5) ~~Restoration of the excavation site to City specifications; and~~ Street restoration shall be based on street OCI scores which are as follows:

I. OCI of 100 to 91 – No trenching is allowed

II. OCI of 90 to 76 – Full street mill and overlay from city block to block

III. OCI of 75 to 51 – Half street mill and overlay 25 feet from the extreme limits of excavation

IV. OCI of 50 to 0 – Trench repair will need to be replaced to existing conditions or better

(6) Restoration of all landscaping and other affected structures such as sprinkler systems and mailboxes.

(f) Maintenance period; delay in construction. All restoration work shall be maintained by the user to the satisfaction of City for a period of ~~one (1)~~ two (2) years from the date of completion of such restoration work. Please see section 3.14.047 Guarantee of Performance of this code for more information. All street restoration work shall be warrantied until the area falls below a OCI score of 51 or is improved through a full street restoration project. Street degradation fees shall be applied for any failures within a street restoration. No public right-of-way shall be encumbered by construction, maintenance, removal, restoration, or repair work for a longer period than shall be necessary to execute such work. If there is an unreasonable delay by the user in restoring and maintaining the public right-of-way or restoring such public right-of-way after such excavations, construction, installation or repairs have been made, the City shall notify the user in writing that, if such restoration or maintenance is not performed within five (5) working days of receipt of such notice, the City shall have the right to restore or repair the same and to require the user to pay the reasonable cost of such restoration or repair, including any and all required indirect administrative expenses incurred by the City, including salary, benefits, and proportionate office expense. Furthermore, if restoration is not satisfactory and performed in a timely manner, all work in progress, except that related to the problem, including all work previously permitted but not complete, may be halted and a hold may be placed on any permits not approved until all restoration is complete.

(g) Routine maintenance. Routine maintenance of facilities located within public rights-of-way shall be conducted in a manner that is consistent with applicable City regulations governing such work, if any.

(h) Obstructions to traffic. Any obstruction of vehicular or pedestrian traffic resulting from construction or repair activities to facilities, other than for emergency repairs, shall require prior notification to the ~~City Manager~~ Public Works Director or designee ~~and/or the Chief of Police~~. Any such work shall be performed in a manner calculated to cause the least inconvenience to the City and the public as is reasonably possible under the circumstances. When a user performs or causes to be performed any work over or across a public street or sidewalk, or so closely adjacent thereto as to create hazards for the public or itself, the user shall provide construction and maintenance signs and sufficient barricades and flagmen at such sites as are reasonably necessary to protect the public and the user's equipment and workers. The application of such traffic-control devices shall be consistent with the standards and provisions of the latest edition of the Texas Manual on Uniform Traffic-Control Devices. Appropriate warning lights shall be used at all construction and maintenance zones where one (1) or more traffic lanes are being obstructed during nighttime conditions.

(i) Closing of streets. If a user's work requires the ~~obstruction~~ partial closure of longer than 30 minutes or full closure of any street ~~for a period longer than 30 minutes, such obstruction~~ closure shall be approved by the ~~City Manager~~ Public Works Director or designee ~~and/or the Police Chief~~, which approval may be conditioned on adequate traffic-control measures. The user shall ~~not close any public street, but shall~~ at all times maintain a route of travel along and within any roadway that is within a public right-of-way; provided, however, in cases of an emergency, the ~~City Manager~~ Public Works Director or designee ~~and/or the Police Chief~~ may authorize the temporary closing of a public street or sidewalk to allow the user to complete such emergency repairs if, in the opinion of the ~~City Manager~~ Public Works Director or designee ~~and/or the Police Chief~~, such closing is necessary to protect the safety of the general public. The user shall provide construction and maintenance signs and sufficient barricades and flagmen at such sites as are reasonably necessary to protect the public and the user's equipment and workers. The application of such traffic-control devices shall be consistent with the standards and provisions of the latest edition of the Texas Manual on Uniform Traffic-Control Devices.

(j) Permanent construction drawings. Within 120 days following completion of construction, or within 120 days following any material alteration or modification thereto, the user shall supply the City with a complete set of construction drawings for the work, or for the material alteration or modification thereof, unless the user certifies to the City, in writing, that such construction was completed in accordance with the construction plans filed pursuant to subsection (c) above, in which case such construction plans shall be marked accordingly by the City and filed as the permanent construction drawings. For the purposes hereof, a material alteration or modification of a facility shall be deemed to have occurred if such alteration or modification would render the existing construction drawings inaccurate and/or misleading regarding the

location of a structural component thereof. Such drawings shall be of sufficient detail to allow the City to determine the location of the facilities with reasonable accuracy.

Sec. 3.14.037 Conservation of Right-of-Way; Use of Existing Facilities

(a) To the extent the City may be authorized by state or federal law to do so, and to the extent reasonable under the circumstances then existing, the City may require a user to attach portions of its facilities to other facilities within the public rights-of-way owned and maintained by other persons. A user shall not be required to attach its facilities to the facilities of such other persons if it is shown that such user would be subjected thereby to increased risks of interruption to its service, to increased liability for accidents, or to unreasonable delays in construction or availability of service, or if the facilities of such other person are not of the character, design, or construction required by, or are not being maintained in accordance with, current practice, or are not available to the user on reasonable terms, including, without limitation, reasonable fees.

(b) Insofar as is practical to do so, users shall use existing facilities in the provision of their services; provided, however, nothing contained herein shall be construed as limiting a user from expanding its facilities to accommodate future growth and development. Users shall provide information to the City relating to the location and/or operation of their facilities or services as may be reasonably necessary for municipal planning purposes.

Sec. 3.14.038 Relocation or Removal of Facilities

(a) To the extent the City may be authorized by law to do so, a user may be required to lower, place underground, relocate, or remove any facility within any public right-of-way, without cost to the City, if reasonably necessary, as determined by the City Council, to abate a condition actually or potentially dangerous to public health or safety, or as may be reasonably necessary to accommodate the construction, repair, maintenance, removal, or installation of any publicly funded City project within the City in, upon, or under public rights-of-way, including, without limitation, street construction and widening, water, sanitary sewer, storm drains, streetlights, and traffic signal conduits, or any other public facilities in, upon, or under the public rights-of-way. In the alternative, where the City Council determines it to be feasible, a user may be allowed to pay the additional costs incurred for the design and/or construction of any such publicly funded City project in a manner that would avoid the necessity of relocation or removal of the facilities. A user shall be provided with the opportunity to collaborate in advance with the City and/or propose alternatives in order to minimize costs, better schedule the work, and accommodate suitable refinements and/or joint work with others.

(b) In the event of any such requirement for lowering, placing underground, relocating, or removing facilities as herein provided, the user shall complete same as soon as is reasonably practicable following written notice thereof by the City.

EXHIBIT A

Sec. 3.14.039 Obsolete Facilities

Users shall remove facilities from the public rights-of-way when such facilities are obsolete, are no longer in service, and create either visual blight or a nuisance to the public; provided, however, a user shall not be required to remove any facility for which renovation or restoration is planned by the user. If the owner of facilities located in the public rights-of-way ceases to use the facilities, all other users must cease to use the facilities within six (6) months, and the facilities must be removed by the owner. When permanent structures in public rights-of-way are removed, the City shall be notified in writing of such removal.

~~Sec. 3.14.040 Bonding~~

~~All users, other than governmental entities, shall comply with all applicable regulations of the City relating to the provision of bonds or other security which may be required in connection with work in public rights-of-way.~~

Sec. 3.14.041 Temporary Rearrangement of Aerial Wires and Cables

Upon request, a user shall remove or raise or lower its aerial facilities temporarily to permit the moving of houses or other bulky structures. The expense of such temporary rearrangements shall be paid by the party or parties requesting same, excluding requests by the City. The user may require payment in advance. The user shall be given a reasonable amount of advance notice to provide for such rearrangement.

Sec. 3.14.042 Tree Trimming

Users shall comply with all applicable rules, regulations, and ordinances of the City governing the trimming, grooming, or removal of trees or other similar vegetative matter.

Sec. 3.14.043 Erosion and Stormwater Measures

Erosion control measures shall be implemented prior to commencement of any work. The user shall comply with stormwater management erosion control that complies with City, state and federal laws, regulations, and guidelines. Requirements may include, but shall not be limited to, silt fencing around any excavation that will be left overnight, silt fencing in erosion areas until reasonable vegetation is established and barricade fencing around open holes. High erosion areas require wire-backed silt fencing.

Sec. 3.14.044 Placement of Facilities; Inspections

(a) All new facilities constructed or installed ~~on or after the effective date hereof (ordinance adopted November 16, 2006)~~ shall be buried underground where possible. Trenchless (boring) technology shall be required for all infrastructure installation within the right-of-way unless it has been determined that it is not economically feasible. The Public Works Director or designee will make the determination whether trenchless technology is not feasible. Except as otherwise provided hereinafter, all facilities constructed or installed above ground shall be approved by the City. Pedestals,

junction boxes, metering facilities and similar appurtenances may be placed above ground. Users shall not place facilities within public rights-of-way in such a manner as to unreasonably interfere with existing electrical, cable, or telecommunications fixtures, water hydrants or mains, or drainage or sanitary sewer facilities, and all such facilities shall be placed in such manner as not to interfere with usual travel or public and/or municipal use of the public rights-of-way. The City shall have the right to direct the location of facilities in public rights-of-way.

(b) The installation, repair, construction, maintenance, and replacement of facilities in the rights-of-way shall be subject to inspection and approval by the City. Users shall cooperate fully with the City in conducting inspections. Users shall promptly perform remedial action required by the City pursuant to such inspection.

1) Applicants will need to coordinate all inspections with the Infrastructure Inspector. Inspection requirements will be categorized based on the type of permit pulled.
   a) Typical ROW permit – will require a minimum of two (2) inspections which shall include one for storm water pollution prevention measures/traffic control plan and one for completed restoration of all disturbed areas.
   b) Major ROW permit – inspections for this type of permit will be based on the tier category the ROW permit falls under. All major ROW permits will require the same minimal inspections for Typical ROW permits. The Tier inspection criteria shall be based on the overall length of the project and are as follows:
      i) Tier 1 – duration of work within the ROW that ranges from 61 to 90 days
      ii) Tier 2 – duration of work within the ROW that ranges from 91 to 120 days
      iii) Tier 3 - duration of work within the ROW that ranges from 121 to 150 days
      iv) Tier 4 - duration of work within the ROW that ranges from 151 to 180 days
   c) If the Major ROW permit exceeds the designated time based on the permit, the ROW permit will be considered a Tier 4 ROW permit inspection and must pay the permit extension fee or apply for a new permit.
2) Re-inspection will be allowed for any inspections that do not meet the City's standards or any regulations.

Sec. 3.14.045 Line Location and Identification

Users shall be responsible for obtaining line locations from the state one-call system, the City water and wastewater utility, and all affected utilities and others with facilities in the public right-of-way, prior to any excavation. Use of the geographic information system or plans of record shall not satisfy this requirement. The user shall be responsible for verifying the location, both horizontal and vertical, of all facilities. When required by the Public Works Director or designee, a user shall verify locations of potential conflicts with existing facilities by potholing, hand digging, or other similar method, prior to any excavation or boring. Placement of all manholes and/or hand-holes must be approved in advance by the Public Works Director or designee. Hand-holes or manholes shall not be located in sidewalks unless approved by the Public Works Director or designee. Location flags shall not be removed while facilities are being constructed. All location flags shall be removed during the cleanup process by the user at completion of work. The user, or his

agent, contractor, or subcontractor, shall notify the ~~City Manager~~ Public Works Director or ~~his~~ designee immediately of any damage to other utilities.

Sec. 3.14.046 Planning for Capital Improvement Projects

Users shall apprise the City of existing and planned construction, maintenance, and other activities of the user within public rights-of-way. Except for emergencies, users shall coordinate all installations and construction within the public rights-of-way with the City's capital improvement programs. The City shall notify the user within 60 days of the date the City will demand relocation or removal of users' facilities to facilitate the City's capital program. Within 60 days following receipt of the City's notice thereof, each user shall provide a written report to the City identifying and describing generally the existing facilities that are within or cross through boundaries of each project identified by the City. The City and the user shall provide to each other the names of their respective designated officials who will serve as representatives for coordination of the exchange of information and planning on any such project. Users shall field-locate their facilities, and identify same with surface markings, within 15 working days following the City's request therefor.

Sec. 3.14.047 Guarantee of Performance

(a) All users, other than governmental entities, shall comply with all applicable regulations of the City relating to the provision of bonds or other security which may be required in connection with work in public rights-of-way.

(b) Each user, at the time of submission of its initial and each renewal registration application, shall file with the City a guarantee of performance of the user's obligations hereunder, whether to be performed by the user or any contractor or subcontractor on behalf of the user, to complete the installation of its facilities within the public rights-of-way in accordance with the permits and approved plans and specifications therefor. Such guarantee shall be payable to the City, in the amount ~~of fifty thousand dollars ($50,000.00). Provided, however, in the event a user, or a contractor or subcontractor performing work on behalf of a user, applies for a permit for work in which the estimated cost of restoration will exceed fifty thousand dollars ($50,000.00), such user shall file a supplemental guarantee for such additional reconstruction costs.~~ equal to the estimated cost for labor and construction of the permitted infrastructure and an additional fee based on street degradation as follows:

(1) Area of Influence x Percent Loss of Life x Equivalent Granular Thickness (EGT)

(2) Area of Influence - [(Length + (Depth times 2)) x (Width + (Depth times 2))]/ 9

(3) Percent Loss of Life - (0.0039) x ((OCI/20) ^ 6.3963) and OCI scores can be determined based on City Maps.

(4) EGT depth should be determined based on the street section asphalt, base material, and subgrade. Each of the depths will have a factor applied to it to determine the actual EGT depth. Asphalt, base material, and subgrade will have a depth factor multiplier of 2, 1, and 0.7 respectively. Once the EGT depth is determined, the following rates shall be used for the Street Degradation Fee:

(1) Thin (<15 in.) - $28/SY

(2) Medium (15 to 20in.) - $34/SY

(3) Thick (>20in.) - $42/SY

Such guarantee may take the form of a bond, an irrevocable letter of credit, or a statement of fiscal responsibility, as set forth below:

(1) Bond. A corporate surety bond issued by a corporate surety authorized to do business in the state. The bond shall contain the following endorsement: "It is hereby understood and agreed that this bond may not be canceled by the surety, nor may any intention not to renew be exercised by the surety, until 60 days after receipt by the City, by registered or certified mail or written notice, of such intent to cancel or to not renew." The rights reserved to the City with respect to the bond are in addition to all other rights of the City, and no action, proceeding, or exercise of a right with respect to such bond shall affect any other rights of the City.

(2) Letter of credit.

(A) An irrevocable letter of credit, in a form satisfactory to the ~~Mayor~~ Public Works Director or designee, shall be issued by a federally insured commercial lending institution with a credit rating of BAA or BBB+ or higher. The federally insured commercial institution on which the irrevocable letter of credit is to be drawn shall be acceptable to the City. The irrevocable letter of credit shall contain the following endorsement: "At least 60 days' prior written notice shall be given to the ~~Mayor~~ Public Works Director or designee by the financial institution of any intention to cancel, replace, fail to renew, or materially alter this irrevocable letter of credit. Such notice shall be given by certified mail to the ~~Mayor~~ Public Works Director or designee. The City of Fair Oaks Ranch may draw upon this irrevocable letter of credit by presentation of a draft at sight, accompanied by a written certificate signed by the ~~Mayor~~ Public Works Director or designee of the City, certifying that (user) has failed to comply with provisions of ordinances applicable to (user's) use of public rights-of-way within the City of Fair Oaks Ranch, Texas."

(B) After providing a user with 30 days' advance written notice of any amount due and owing, and the user's failure to pay such amounts, the City may draw upon the irrevocable letter of credit by presentation of a draft at sight, on the lending institution, accompanied by a written certificate signed by the ~~Mayor~~ Public Works Director or designee certifying that the user has failed to comply with the provisions of this division.

(C) The user shall structure the irrevocable letter of credit in such a manner that, if the City draws upon the irrevocable letter of credit and reduces the amount of available credit to an amount below fifty thousand dollars ($50,000.00), the user shall replenish the irrevocable letter of credit to a minimum of fifty thousand dollars ($50,000.00) within five working days after the available credit is reduced to an amount below fifty thousand dollars ($50,000.00). The

intent of this subsection is to ensure that the credit available to the City shall at no time fall below fifty thousand dollars ($50,000.00).

(3) Statement of fiscal responsibility. Written evidence, in the form of its most recent audited financial statement, showing assets or reserves sufficient to cover the amount of the guarantee required by this section. If the user's assets or reserves are no longer adequate to comply with the amounts required by this section, the user shall immediately notify the City and shall obtain a bond or letter of credit as set forth above.

(c) The rights reserved to the City with respect to the financial guarantees provided for in this section are in addition to all other rights of the City, whether reserved by this division or otherwise authorized by law, and no action, proceeding, or right with respect to the guarantee shall affect any other right the City has or may have.

Sec. 3.14.048 Insurance and Indemnity

(a) Insurance. A user shall procure and maintain insurance in full force and effect at all times while its facilities are located in the public rights-of-way. Insurance shall cover all risks associated with the use and occupancy of such rights-of-way. Coverages shall be on an "occurrence basis." The insurance requirements applicable to a user under this section shall be applicable to all persons performing work within public rights-of-way on behalf of such user unless such person is covered, or named as an additional insured, under the policies of insurance supplied by the user pursuant hereto. If any person other than a user is required to provide such insurance, the provisions referring to a user hereinbelow shall be construed to mean such person.

(1) Risks and limits of liability. The insurance, at a minimum, must include the following coverages and limits of liability:

(A) Workers' compensation and employer's liability: Statutory.

(B) Employer's liability: Bodily injury one million dollars ($1,000,000.00) (each occurrence).

(C) Commercial general liability: Combined single limit for bodily injury and property damage of one million dollars ($1,000,000.00) per occurrence and one million dollars ($1,000,000.00) aggregate.

(i) All premises/operations.

(ii) Independent contractors.

(iii) Products/completed operations.

(iv) Personal and advertising injury.

(v) Contractual liability.

(vi) Explosion, collapse and underground hazards.

(D) Comprehensive automobile liability, including coverage for loading and unloading hazards: Combined single limit for bodily injury and property damage of one million dollars ($1,000,000.00) per occurrence.

(i) Owned/leased vehicles.

(ii) Non-owned vehicles.

(iii) Hired automobiles.

(E) Excess coverage: five million dollars ($5,000,000.00) per occurrence/combined aggregate in excess of limits specified for employer's liability, commercial general liability, and automobile liability.

Note: Aggregate limits are for a 12-month policy period, unless otherwise indicated.

(2) Form of policies. The insurance may be in one (1) or more policies of insurance, the form of which must be approved by the state insurance commissioner.

(3) Issuers of policies. The issuer of any policy shall be authorized to transact insurance business in the state.

(4) Insured parties. Each policy shall name the user and the City (and the officers, agents and employees of the City) as insured parties.

(5) Deductibles. The user shall assume and bear any claims or losses to the extent of any deductible amounts and waives any claims it may ever have for the deductible amounts against the City, its officers, agents or employees.

(6) Cancellation. Each policy shall expressly state that it may not be canceled or nonrenewed unless 30 days' advance notice of cancellation or nonrenewal is given in writing to the City.

(7) Subrogation. Each policy shall contain an endorsement to the effect that the issuer waives any claim or right in the nature of subrogation to recover against the City, its officers, agents or employees.

(8) Liability for premium. If any of the policies referred to above do not have a flat premium rate, and such premium has not been paid in full, such policy shall have a rider or other appropriate certificate or waiver sufficient to establish that the issuer is entitled to look only to the user for any further premium payment and has no right to recover any premiums from the City.

(9) "Other insurance" clause. The insurance policy(ies) shall provide that the "other insurance" clause does not apply to the City where the City is shown on the policy as an additional insured.

(10) Delivery of policies. The originals of all policies referred to above, or copies thereof certified by the agent or attorney-in-fact issuing them, together with written proof that the premiums have been paid, shall be deposited by the user with the City Secretary prior to commencement of any work. Failure on the part of the user to furnish a new policy or certified copy thereof before the expiration date of any such policy, or failure to obtain a new policy before the date fixed for

the cancellation of an existing policy, so that the insurance referred to shall be continuously in effect, shall constitute a violation hereunder.

(11) Liability of user. The City's approval, disapproval, or failure to act regarding any insurance supplied by a user shall not relieve such person from full responsibility or liability for damages and accidents arising out of use or occupancy of the public right-of-way. Neither bankruptcy, insolvency nor denial of liability by the insurance company shall exonerate the user from liability.

(12) Self-insurance. A user may elect to self-insure to provide the insurance coverage required hereunder, subject to the restrictions set forth in this subsection, provided the user submits to the City copies of its certificates of self-insurance from the State Department of Insurance, and its most recent audited financial statements show self-insurance reserves or other assets sufficient to pay judgments equal to the limits set forth above. A user shall also provide the City documentation, evidencing its process for reviewing and paying claims. The City shall be protected by a user's self-insurance to the same extent as an additional insured on a policy issued by an insurance company. If a user's self-insurance program ceases, or a user's assets or reserves are no longer sufficient to comply with the above coverage requirements, the user shall immediately notify the City of such lapses of coverage, and the user shall obtain commercial insurance, in accordance with the above requirements, within 30 days following such notice.

(b) Indemnity.

(1) To the extent permitted by law, each user, and each person performing work within a public right-of-way as a contractor on behalf of a user, shall indemnify and hold the City harmless as set forth below. If any person other than a user is required to provide such indemnity, the provisions referring to a user hereinbelow shall be construed to mean such person.

(2) The user shall promptly defend, indemnify, and hold the City harmless from and against all damages, costs, losses, or expenses:

(A) For the repair, replacement, or restoration of the City's property, equipment, materials, structures, and facilities which are damaged, destroyed, or found to be defective solely as a result of the user's acts or omissions; and

(B) From and against any and all claims, demands, suits, causes of action, and judgments for:

(i) Damage to or loss of the property of any person (including, but not limited to, the user, its agents, officers, employees, and subcontractors, and the City, its agents, officers, and employees, and third parties); and/or

(ii) Death, bodily injury, illness, disease, loss of services, or loss of income or wages to any person (including, but not limited to, the officers, agents, and employees of the user, the user's contractors, and the City's officers, agents, and employees, and third parties), arising out of, incident to, concerning, or resulting from the negligent or willful acts or omissions of

the user, its officers, agents, employees, and/or subcontractors, in the performance of activities pursuant to this division.

(3) This indemnity provision is intended to include liability arising from the City's alleged negligence, but only to the extent such liability arises out of a claim or claims that the City was negligent in authorizing the user to use or occupy the public rights-of-way, in regulating the conduct of the user, or in failing to prevent the user from acting in a negligent or wrongful manner.

(4) For purposes of this indemnification provision, acts or omissions of the officers, agents, employees and contractors of the user shall be considered the acts and omissions of the user.

(5) The indemnity provision set forth above is solely for the benefit of the City and the user and is not intended to create or grant any rights, contractual or otherwise, to any other person.

Sec. 3.14.049 Revocation or Denial of Construction Permits

If any provision of this division is not followed, a permit for the construction of facilities may be revoked. If a person has not followed the terms and conditions of this division with respect to work done pursuant to a prior permit, new permits may be denied, or additional terms may be required.

Sec. 3.14.050 Appeals

Appeals from denials or revocations of permits shall be to the City Council. Appeals shall be filed in writing with the City Manager within 15 days of the date of the denial or revocation. A hearing shall be held within 30 working days of the date the appeal is filed with the City Manager.

Sec. 3.14.051 Conflicts with Franchises or Other Authorizations

In the event of conflict between the provisions of this division and any franchise or other written authorization heretofore or hereafter approved by City, the provisions of this division shall control. Provided, however, any condition imposed pursuant to the issuance of a permit shall be in addition to the requirements hereof.

Sec. 3.14.052 Notices to City

(a) Any notice required to be given to the City hereunder shall be given in writing, and may be effected by:

(1) Personal delivery if delivered to the ~~Mayor~~ City Manager or his designee and to the City Secretary;

(2) Facsimile or electronic mail, if delivered to the ~~Mayor~~ City Manager or his designee and to the City Secretary; or

(3) United States mail, postage prepaid, registered or certified, return receipt requested, addressed to the Mayor or his designee and to the City Secretary.

(b) No notice shall be deemed given until actual receipt by the City as hereinabove set forth.

EXHIBIT A

APPENDIX A - FEE SCHEDULE
ARTICLE A11.000 PUBLIC WORKS

(d) Right-of-way construction permit~~$100.00.~~

~~(1) Failure to obtain permit$50.00.~~

1. Typical ROW Permit
    a. Application Fee - $100.00
    b. Inspection Fee - $120.00
2. Major ROW Permit
    a. Application Fee - $200.00
    b. Inspection Fee - $120.00 + Tier Inspection fee
        i. Tier 1 Inspection Fee - $30.00 per day of inspections
        ii. Tier 2 Inspection Fee - $45.00 per day of inspections
        iii. Tier 3 Inspection Fee - $60.00 per day of inspections
        iv. Tier 4 Inspection Fee - $90.00 per day of inspections
3. Re-inspection Fee - $60.00
4. Permit Extension Fee - $100.00
5. Permit Expiration Fee - $30.00
6. Certified utilities and telecommunication providers through the Public Utility Commission may be exempt from certain fees

CITY COUNCIL CONSENT ITEM
CITY OF FAIR OAKS RANCH, TEXAS

AGENDA TOPIC:	Approval of a resolution authorizing the City Manager to execute an Interlocal Agreement between the City of Fair Oaks Ranch and the Fair Oaks Ranch Municipal Development District for the City to provide administrative, financial, and professional services to the District
DATE:	September 17, 2026
DEPARTMENT:	Municipal Development District
PRESENTED BY:	Laura Koerner, MDD President

INTRODUCTION / BACKGROUND:
The Texas Interlocal Cooperation Act (Texas Government Code, Chapter 791) authorizes local governments to contract with one another to perform governmental functions and services. Pursuant to this authority, the City of Fair Oaks Ranch and the Fair Oaks Ranch Municipal Development District (MDD) entered into an Interlocal Agreement (ILA) under which the City provides administrative, financial, and professional support services to the MDD.

The existing ILA was approved in 2021, amended in 2024, and has been renewed annually since its original execution. Since that time, the scope of services provided by the City has expanded and several administrative practices have evolved. Staff completed a comprehensive review of the agreement to ensure it reflects current operations, services, and responsibilities.

The proposed ILA replaces the existing agreement. Key changes include:

- Expands purchasing services to include procurement support, including assistance with solicitations, contract administration, purchasing procedures, and procurement compliance.
- Expands advisory services to specifically identify planning, zoning, engineering, public works, economic development, and administrative expertise.
- Adds meeting support services, including administrative and technical support, audio/visual equipment, and livestreaming or recording when available.
- Expands website services to include communications support for MDD initiatives and events.
- Adds language documenting the MDD's existing inclusion under the City's general liability coverage and workers' compensation coverage for MDD Board members while performing authorized duties, subject to applicable City insurance or risk pool coverage.
- Revises the annual service fee process to allow the City to establish the rate through

its annual budget process and notify the MDD for inclusion in its budget, without requiring an annual amendment to the ILA or Exhibit A.
- Updates the annual service fee from $30,150 to $32,500 for FY 2026-27.

Exhibit A provides a clean version of the proposed ILA, and Exhibit B provides a redline version showing the proposed changes from the current agreement.

The MDD Board approved the proposed ILA at its September 9, 2026, special meeting. Upon approval by the City Council, the proposed ILA will supersede the existing agreement and serve as the governing agreement for administrative, financial, and professional support services provided by the City to the MDD.

POLICY ANALYSIS / BENEFIT(S) TO CITIZENS:
The ILA allows the MDD to use existing City staff, systems, facilities, and administrative resources rather than separately contracting for these functions. The revised agreement more accurately identifies the services provided by the City and establishes a process for the MDD to reimburse the City based on the estimated annual cost of those services.

LONGTERM FINANCIAL & BUDGETARY IMPACT:
For FY 2026-27, the MDD will reimburse the City $32,500 for services provided under the ILA. This amount has been incorporated into the MDD's adopted FY 2026-27 budget. Changes to the annual rate will not require an amendment to the agreement or Exhibit A.

LEGAL ANALYSIS:
The resolution was prepared using a template previously approved by the City Attorney. The existing ILA was previously reviewed and approved by the City Attorney, and the proposed revisions have also been reviewed and approved by the City Attorney.

RECOMMENDATION / PROPOSED MOTION:
I move to approve the resolution authorizing the City Manager to execute an Interlocal Agreement between the City of Fair Oaks Ranch and the Fair Oaks Ranch Municipal Development District for the City to provide administrative, financial, and professional services to the District.

A RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS , AUTHORIZING EXECUTION OF AN INTERLOCAL AGREEMENT BETWEEN THE CITY OF FAIR OAKS RANCH AND THE FAIR OAKS RANCH MUNICIPAL DEVELOPMENT DISTRICT FOR THE CITY TO PROVIDE ADMINISTRATIVE, FINANCIAL, AND PROFESSIONAL SERVICES TO THE DISTRICT; AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENT; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Fair Oaks Ranch (the "City") and the Fair Oaks Ranch Municipal Development District (the "District") are local governmental entities authorized to enter into interlocal agreements pursuant to Chapter 791 of the Texas Local Government Code; and

WHEREAS, the City and the District entered into an Interlocal Agreement in 2021 for the City to provide administrative, financial, and professional services to the District, which was subsequently amended in 2024 and has been renewed annually; and

WHEREAS, since the original execution of the agreement, the scope of services provided by the City has expanded and certain administrative practices have evolved; and

WHEREAS, the City and the District desire to replace the existing agreement with an updated Interlocal Agreement that reflects the current services, responsibilities, administrative practices, and procedures for determining and reimbursing the City for the cost of services provided to the District; and

WHEREAS, the City Council finds that approval of the updated Interlocal Agreement is in the best interest of the City and the District.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS:

Section 1. The City Council hereby approves the Interlocal Agreement between the City of Fair Oaks Ranch and the Fair Oaks Ranch Municipal Development District for the City to provide administrative, financial, and professional services to the District, substantially in the form attached hereto and incorporated herein as Exhibit A and authorizes the City Manager to execute the Agreement and any related documents necessary to effectuate its terms. Upon approval and execution by both parties, the Agreement shall supersede and replace the existing Interlocal Agreement between the City and the District.

Section 2. That the recitals contained in the preamble hereto are hereby found to be true and such recitals are hereby made a part of this resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section 3. If any provision of this resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this resolution would have been enacted without such invalid provision.

Section 4. That it is officially found, determined, and declared that the meeting at which this resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this resolution, was given, all as required by Chapter 551, as amended, Texas Government Code.

Section 5. All resolutions or parts thereof, which are in conflict or inconsistent with any provision of this resolution are hereby repealed to the extent of such conflict, and the provision of this resolution shall be and remain controlling as to the matters resolved herein.

Section 6. This resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 7. This resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED, APPROVED, and ADOPTED on this 17th day of September 2026.

_____

Gregory C. Maxton, Mayor

ATTEST:

_____

Amanda Valdez, TRMC
City Secretary

APPROVED AS TO FORM:

_____

Denton Navarro Rodriguez Bernal Santee & Zech P.C., City Attorney

EXHIBIT A

THE STATE OF TEXAS X
X KNOW ALL MEN BY THESE PRESENTS:
COUNTY OF KENDALL X

This Interlocal Agreement Between the **City of Fair Oaks Ranch**, a municipal corporation, situated in Kendall, Bexar and Comal Counties, Texas, acting by and through its City Manager, (hereinafter referred to as "City"), and the **Fair Oaks Ranch Municipal Development District** a political subdivision of the State of Texas (hereinafter referred to as the "MDD" or the "District") acting by and through its President and in accordance with Texas Local Government Code Chapter 377, pursuant to authority granted under the Interlocal Cooperation Act, Chapter 791, Texas Government Code, as the same may be amended from time to time, to be effective as of the date on which the last Party signs this Agreement (the "Effective Date"). The City and the District are collectively referred to herein as the "Parties" and are each a "Party".

WITNESSETH:

WHEREAS, Chapter 791 of the Texas Government Code, as amended, titled Interlocal Cooperation Contracts ("ILA"), authorizes contracts between political subdivisions for the performance of governmental functions and services; and,

WHEREAS, the Parties desire to enter into an ILA to maximize efficiency and minimize costs in the areas of fiscal, personnel, and professional services in the provision of economic development programs that mutually benefit the Parties and serve a public purpose; and,

WHEREAS, the Parties hereby find that it is in the best interest of the Parties for the City to provide fiscal, personnel, and professional services to the District under the terms stated herein.

NOW THEREFORE, in consideration of the mutual covenants and agreements herein contained, the sufficiency of which are acknowledged, and subject to the terms and conditions hereinafter set forth, the Parties agree as follows:

ARTICLE 1. PURPOSE

The purpose of this ILA is to define the fiscal, personnel, and professional services to be provided by the City on behalf of the MDD in the provision of economic development programs that mutually benefit the Parties and serve a public purpose. The employees and agents of each party performing under this agreement are representatives of that party and shall not be considered to be employees or agents of the other party, even if compensated for services by the other party for work performed.

ARTICLE 2. TERM

The initial term of this Agreement begins upon approval of the governing bodies of the Parties and execution by their respective designees and shall expire on September 30, 2027. The ILA shall automatically be renewed each year unless terminated as herein provided and each successive one-year term shall begin October 1st and run concurrently with the fiscal year so long as the funds required hereunder are appropriated by the governing bodies of the Parties.

EXHIBIT A

ARTICLE 3. SERVICES PROVIDED BY CITY

The City is responsible for providing fiscal and additional staff support services to the MDD. Such services are subject to the City and the MDD mutually agreeing to an annual cost for said services.

3.1 Direct Services

The following direct services will be provided by the City to the MDD.

3.1.1 Transaction Processing

The City will provide financial management, accounting, purchasing, and procurement support services for the MDD, including assistance with solicitations, contract administration, purchasing procedures, and compliance with applicable procurement requirements. The City will allow the MDD to utilize existing City contracts if determined to be beneficial to the MDD, agreed to by the vendor, and does not interfere with vendor's performance on existing City contracts. The Board assumes responsibility for the legal and proper expenditures of all Development Project Fund monies. All monies are budgeted and expended according to the latest approved budget and in conformance with the adopted Rules of Operation.

3.1.2 Accounting

The City shall maintain one or more separate accounts under the supervision of the Director of Finance for the City. The Director of Finance, in carrying out the requirements of this ILA, is responsible only in the capacity of a trust officer for the funds involved. The Director of Finance shall use generally accepted accounting procedures to satisfy their duties pursuant to this ILA. The City shall pay all invoices on a timely basis. The City shall receive all sales tax disbursements for the MDD from the Texas Comptroller of Public Accounts.

3.1.3 Finance

The authorization of disbursements of funds to recipients of funding under contract with the MDD will be made by the Board pursuant to the adopted Rules of Operation in the ILA specified by the action of the Board, so long as the MDD Development Project Fund has sufficient funds to accommodate all payment requests.

3.1.4 Financial Reporting

The City will provide an Investment Officer that will ensure compliance with the Public Funds Investment Act and also inform/report quarterly to the Board the status of the MDD's investment portfolio and financial results.

3.1.5 Annual Financial Statement Audit

The City will manage the annual financial statement audit and compilation of the annual financial report.

3.1.6 Compliance with the Open Meetings Act

The Secretary of the Board, in coordination with City Secretary staff, shall record the meeting minutes of the Board and its committees, if required, and the City shall retain the records of the MDD, as well as ensure all notices are posted and served as required by law.

3.1.7 Advisory Services

The City shall provide advisory and professional staff services to the MDD as requested, including finance, planning, zoning, engineering, public works, economic development, and administrative expertise. The City shall not be liable for any advisory services given, and the MDD is under no obligation to accept the advisory services provided by the City.

3.1.8 Records Management

The City shall maintain records of the MDD activities in accordance with the same state-mandated records retention schedule that is followed by the City.

3.1.9 Grant Application Processing

The City shall work with the MDD on identifying potential grant opportunities that align with the MDD's statutory purpose, policies and goals. If determined to be beneficial, the City may apply for such grants. The MDD will assist the City with obtaining any information necessary for the initial application and will supply any additional information in a timely manner. The City will coordinate with the Grant Requestor and assist in monitoring the application until a decision is made.

3.1.10 Grant Administration

If a grant is approved, the City will be responsible for administering the grant and confirming all grant requirements are met. The City will supply any information to the MDD upon request. The MDD is the final authority for approval of grant disbursements.

3.1.11 Meeting Facilities

The City shall provide meeting facilities for the MDD. In the event that a meeting is conducted outside of City facilities, the MDD will be responsible for the cost of the meeting site.

3.1.12 Meeting Support Services

The City shall provide reasonable administrative and technical support for MDD meetings conducted at City facilities, including audio and visual equipment set up and operation, livestreaming or recording when available, and other meeting support customarily provided for City public meetings.

3.1.13 Website Services

The City shall provide website and communications services for the MDD, including hosting webpages on the City's website, maintaining related content, assisting with public communications, and providing communications support for MDD initiatives and events.

3.1.14 Insurance Coverage

The City shall include the MDD as a covered party under the City's general liability coverage and shall provide workers' compensation coverage for MDD Board members while performing authorized duties, to the extent provided by the City's applicable insurance policies or intergovernmental risk pool coverage. Nothing in this Agreement shall be construed as creating or expanding insurance coverage beyond that provided by the City's insurance policies or as waiving any governmental immunity or defense available to either Party.

3.2 Indirect Services

3.2.1 Administrative, Facilities & Supplies Overhead

Administrative Costs for City employees, facilities, and supplies shall be included in the annual budgets as approved by the MDD and the City under the terms of the ILA.

ARTICLE 4. BILLING PROCEDURES AND PAYMENT

The rates for services to be performed each fiscal year shall be established by the City as part of its annual budget process based on the estimated cost of providing services to the MDD. The City shall provide written notice to the MDD of the rates for the upcoming fiscal year in sufficient time for the MDD to incorporate the applicable costs into its annual budget. The City shall invoice the MDD in accordance with the rates established for the applicable fiscal year, and the MDD shall remit payment in accordance with this Article. Annual establishment or adjustment of the rates pursuant to this provision shall not require an amendment to this Agreement or Exhibit A.

ARTICLE 5. TERMINATION AND AMENDMENTS

Either party may terminate this ILA in whole or in part hereto whenever such termination is found to be in the best interest of either party. Termination shall be effected by the conveyance of a written notification thereof to the other party at least ninety (90) days in advance of the effective date of the termination.

Either party can request an amendment to this ILA by giving thirty (30) days written notice. The amendment becomes effective only by the approval and signature of both parties.

In the event of termination, all costs incurred through the date of termination will be paid within thirty (30) days of request for reimbursement or payments.

ARTICLE 6. ADMINISTRATION OF AGREEMENT

All notices pursuant to this ILA shall be deemed given when, either delivered in person or deposited in the United States mail, postage prepaid, certified mail, return receipt requested addressed to the appropriate party at the following addresses:

If to the City:

City Manager
City of Fair Oaks Ranch
7286 Dietz Elkhorn
Fair Oaks Ranch, Texas 78015

If to the MDD:

President
Fair Oaks Ranch Municipal Development District
7286 Dietz Elkhorn
Fair Oaks Ranch, TX 78015

ARTICLE 7. DISPUTE RESOLUTION

In the event that a dispute arises regarding the interpretation of the terms, duties, and responsibilities of the Parties under this Agreement, it shall be determined by a Dispute Board in the following manner: Each party to this Agreement shall appoint one member to the Dispute Board. The members so appointed shall jointly appoint an additional member to the Dispute Board. The Dispute Board shall review the facts, contract terms and applicable statutes and rules and make a determination of the dispute. The determination of the Dispute Board shall be final and binding on the parties solely to the extent of the disputed contract provision. Nothing herein shall limit or waive either Parties right to defend itself or seek relief in any manner allowed by law.

ARTICLE 8. GOVERNING LAW AND AUTHORITY

The laws of the State of Texas shall govern this ILA and all obligations hereunder of the parties are performable in Fair Oaks Ranch, Texas. Venue for any legal proceeding is Kendall County, Texas. Any applicable state or federal statute or rule will take precedence over any inconsistency in the Interlocal Agreement or in any statement of work issued under the Interlocal Agreement. The City Manager shall be the signature authority for the City, and the President shall be the signature authority of the MDD. Each party may choose to delegate signature authority by amendment to this agreement and by mutual agreement of both parties.

ARTICLE 9. NON-ASSIGNMENT

This ILA shall be binding upon and inure to the benefit of the parties hereto and their respective legal representatives' successors and assigns. Neither the City nor the MDD shall assign any duty of this ILA, excepting those already identified herein, without written consent of the other.

ARTICLE 10. SEVERABILITY

Should any provisions of this ILA for any reasons be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision hereof.

ARTICLE 11. ENTIRETY OF AGREEMENT

This is the entire agreement between the parties and no modification of this ILA shall be of any force or effect, unless it is in writing signed by both parties. No official, employee, agent or representative of the City or the MDD has any authority, either express or implied, to amend this ILA, except pursuant to such express authority as may be granted by the governing body of the City of Fair Oaks Ranch or the MDD Board of Directors.

ARTICLE 12. OFFICIALS NOT TO BENEFIT

No public official of the governing body of the City or the MDD who exercises any functions or responsibilities in the review or the approval of the undertaking or carrying out of any project hereunder, shall participate in any decision relating to the ILA which affects his/her personal interest, nor shall he/she have any personal or pecuniary interest direct or indirect in this ILA or proceeds thereof.

ARTICLE 13. OWNERSHIP OF DOCUMENTS

Copyright in all material created by the City and paid for by the MDD as part of this Agreement shall be the property of the City. Both the City and the MDD may use these materials, and permit others to use them. This material includes, but is not limited to: books, computer programs, documents, films, pamphlets, reports, sound reproductions, studies, surveys, tapes, and/or training materials. Material which the City provides and uses to perform this Agreement but which is not created for or paid for by the MDD shall be owned by the City or such other party as determined by Copyright Law; however, for any such materials, the City hereby grants (or, if necessary and to the extent reasonably possible, shall obtain and grant) a perpetual, unrestricted, royalty free, non-exclusive license to the MDD to use the material for MDD internal purposes.

ARTICLE 14. GOVERNMENTAL FUNCTIONS; LIABILITY; NO WAIVER OF IMMUNITY OR DEFENSES

Notwithstanding any provision to the contrary herein, this Agreement is a contract for and with respect to the performance of governmental functions by governmental entities.

1. The services provided for herein are governmental functions, and the Parties shall be engaged in the conduct of a governmental function while providing and/or performing any service pursuant to this Agreement.

2. The relationship of the Parties shall, with respect to that part of any service or function undertaken as a result of or pursuant to this Agreement, be that of independent contractors.

3. Nothing contained herein shall be deemed or construed by the Parties, or by any third party, as creating the relationship of principal and agent, partners, joint venturers, or any other similar such relationship between the Parties.

Each Party shall have no liability whatsoever for the actions of, or failure to act by, any employees, agents, representatives, or assigns of the other Party in connection with the Agreement. Each Party covenants and agrees, to the extent permitted by law, that it shall be solely responsible, as between the Parties, for and with respect to any claim or cause of action arising out of or with respect to any act, omission, or failure to act by the participating Party or its respective employees, agents, representatives, or assigns, in connection therewith.

Each Party reserves and does not waive any defense available to it at law or in equity as to any claim or cause of action whatsoever that may arise or result from or in connection with this Agreement. This Agreement shall not be interpreted nor construed to give to any third party the right to any claim or cause of action, and no Party shall be held legally liable for any claim or cause of action arising pursuant to or in connection with this Agreement except as specifically provided herein or by law.

No participant waives or relinquishes any immunity or defense on behalf of itself, its trustees, councilmembers, officers, employees, and agents as a result of the execution of this Agreement and the performance of the covenants and agreements contained herein.

ARTICLE 15. AGREEMENT

This ILA shall constitute the sole agreement between the City and the MDD relating to the object of this ILA and correctly sets forth the complete rights, duties, and obligations of each party to the other as of its date. Any prior agreements, promises, negotiations or representations, verbal or otherwise, not expressly set forth in this ILA are of no force and effect.

WITNESS our hands to this AGREEMENT this _____ day of _____, 2026.

MDD

_____
Laura Koerner
President

CITY

_____
Scott M. Huizenga
City Manager

EXHIBIT A

EXHIBIT "A"

Annual Schedule of Service Fees

The rates reflected in this Exhibit A are effective for the fiscal year in the schedule below. Rates for subsequent fiscal years shall be established and communicated in accordance with Article 4 of the Agreement and shall not require an amendment of this Exhibit.

Fiscal Year	Rate of Services
2026-27	$32,500

EXHIBIT B

THE STATE OF TEXAS X
X KNOW ALL MEN BY THESE PRESENTS:
COUNTY OF KENDALL X

This Interlocal Agreement Between the **City of Fair Oaks Ranch**, a municipal corporation, situated in Kendall, Bexar and Comal Counties, Texas, acting by and through its City Manager, (hereinafter referred to as "City"), and the **Fair Oaks Ranch Municipal Development District** a political subdivision of the State of Texas (hereinafter referred to as the "MDD" or the "District") acting by and through its President and in accordance with Texas Local Government Code Chapter 377, pursuant to authority granted under the Interlocal Cooperation Act, Chapter 791, Texas Government Code, as the same may be amended from time to time, to be effective as of the date on which the last Party signs this Agreement (the "Effective Date"). The City and the District are collectively referred to herein as the "Parties" and are each a "Party".

WITNESSETH:

WHEREAS, Chapter 791 of the Texas Government Code, as amended, titled Interlocal Cooperation Contracts ("ILA"), authorizes contracts between political subdivisions for the performance of governmental functions and services; and,

WHEREAS, the Parties desire to enter into an ILA to maximize efficiency and minimize costs in the areas of fiscal, personnel, and professional services in the provision of economic development programs that mutually benefit the Parties and serve a public purpose; and,

WHEREAS, the Parties hereby find that it is in the best interest of the Parties for the City to provide fiscal, personnel, and professional services to the District under the terms stated herein.

NOW THEREFORE, in consideration of the mutual covenants and agreements herein contained, the sufficiency of which are acknowledged, and subject to the terms and conditions hereinafter set forth, the Parties agree as follows:

ARTICLE 1. PURPOSE

The purpose of this ILA is to define the fiscal, personnel, and professional services to be provided by the City on behalf of the MDD in the provision of economic development programs that mutually benefit the Parties and serve a public purpose. The employees and agents of each party performing under this agreement are representatives of that party and shall not be considered to be employees or agents of the other party, even if compensated for services by the other party for work performed.

ARTICLE 2. TERM

The initial term of this Agreement begins upon approval of the governing bodies of the Parties and execution by their respective designees and shall expire on September 30, 2022~~2~~7. The ILA shall automatically be renewed each year unless terminated as herein provided and each successive ~~one year~~one-year term shall begin October 1st and run concurrently with the fiscal year so long as the funds required hereunder are appropriated by the governing bodies of the Parties.

ARTICLE 3. SERVICES PROVIDED BY CITY

The City is responsible for providing fiscal and additional staff support services to the MDD. Such services are subject to the City and the MDD mutually agreeing to an annual cost for said services.

3.1 Direct Services

The following direct services will be provided by the City to the MDD.

3.1.1 Transaction Processing

The City will provide financial management, accounting, ~~and~~ purchasing, and procurement support services ~~to and~~ for the MDD, including assistance with solicitations, contract administration, purchasing procedures, and compliance with applicable procurement requirements. The City will allow the MDD to utilize existing City contracts if determined to be beneficial to the MDD, agreed to by the vendor, and does not interfere with vendor's performance on existing City contracts. The Board assumes responsibility for the legal and proper expenditures of all Development Project Fund monies. All monies are budgeted and expended according to the latest approved budget and in conformance with the adopted Rules of Operation.

3.1.2 Accounting

The City shall maintain one or more separate accounts under the supervision of the Director of Finance for the City. The Director of Finance, in carrying out the requirements of this ILA, is responsible only in the capacity of a trust officer for the funds involved. The Director of Finance shall use generally accepted accounting procedures to satisfy their duties pursuant to this ILA. The City shall pay all invoices on a timely basis. The City shall receive all sales tax disbursements for the MDD from the Texas Comptroller of Public Accounts.

3.1.3 Finance

The authorization of disbursements of funds to recipients of funding under contract with the MDD will be made by the Board pursuant to the adopted Rules of Operation in the ILA specified by the action of the Board, so long as the MDD Development Project Fund has sufficient funds to accommodate all payment requests.

3.1.4 Financial Reporting

The City will provide an Investment Officer that will ensure compliance with the Public Funds Investment Act and also inform/report quarterly to the Board the status of the MDD's investment portfolio and financial results.

3.1.5 Annual Financial Statement Audit

The City will manage the annual financial statement audit and compilation of the annual financial report.

3.1.6 Compliance with the Open Meetings Act

The Secretary of the Board, in coordination with City Secretary staff, shall record the meeting minutes of the Board and its committees, if required, and the City shall retain the records of the MDD, as well as ensure all notices are posted and served as required by law.

3.1.7 Advisory Services

The City shall provide advisory and professional staff services to the MDD as requested, including finance, planning, zoning, engineering, public works, economic development, and administrative expertise. The City shall not be liable for any advisory services given, and the MDD is under no obligation to accept the advisory services provided by the City.

3.1.8 Records Management

The City shall maintain records of the MDD activities in accordance with the same state-mandated records retention schedule that is followed by the City.

3.1.9 Grant Application Processing

The City shall work with the MDD on identifying potential grant opportunities that align with the MDD's statutory purpose, policies and goals. If determined to be beneficial, the City may apply for such grants. The MDD will assist the City with obtaining any information necessary for the initial application and will supply any additional information in a timely manner. The City will coordinate with the Grant Requestor and assist in monitoring the application until a decision is made.

3.1.10 Grant Administration

If a grant is approved, the City will be responsible for administering the grant and confirming all grant requirements are met. The City will supply any information to the MDD upon request. The MDD is the final authority for approval of grant disbursements.

3.1.11 Meeting Facilities

The City shall provide meeting facilities for the MDD. In the event that a meeting is conducted outside of City facilities, the MDD will be responsible for the cost of the meeting site.

3.1.12 Meeting Support Services

The City shall provide reasonable administrative and technical support for MDD meetings conducted at City facilities, including audio and visual equipment set up and operation, livestreaming or recording when available, and other meeting support customarily provided for City public meetings.

3.1.123.1.13 Website Services

The City shall provide website and communications services for the MDD, including hosting associated webpages on the City's website, maintaining related content, assisting with public communications, and providing communications support for MDD initiatives and events and associated management.

3.1.14 Insurance Coverage

The City shall include the MDD as a covered party under the City's general liability coverage and shall provide workers' compensation coverage for MDD Board members while performing authorized duties, to the extent provided by the City's applicable insurance policies or intergovernmental risk pool coverage. Nothing in this Agreement shall be construed as creating or expanding insurance coverage beyond that provided by the City's insurance policies or as waiving any governmental immunity or defense available to either Party.

3.2 Indirect Services

3.2.1 Administrative, Facilities & Supplies Overhead

Administrative Costs for City employees, facilities, and supplies shall be included in the annual budgets as approved by the MDD and the City under the terms of the ILA.

ARTICLE 4. BILLING PROCEDURES AND PAYMENT

The rates for services to be performed each fiscal year shall be established by the City as part of its annual budget process based on the estimated cost of providing services to the MDD. The City shall provide written notice to the MDD of the rates for the upcoming fiscal year in sufficient time for the MDD to incorporate the applicable costs into its annual budget. The City shall invoice the MDD in accordance with the rates established for the applicable fiscal year, and the MDD shall remit payment in accordance with this Article. Annual establishment or adjustment of the rates pursuant to this provision shall not require an amendment to this Agreement or Exhibit A. ~~The City shall submit invoices for the expenses and the cost of indirect services no more often than on a quarterly basis. The MDD shall process the invoices and shall pay the City no later than 30 days after the date the invoice is received. If circumstances warrant that the amount requires adjustment between budget cycles, a budget amendment agreed to by both parties will be executed. The rates for services to be performed each fiscal year shall be attached hereto as Exhibit A.~~

ARTICLE 5. TERMINATION AND AMENDMENTS

Either party may terminate this ILA in whole or in part hereto whenever such termination is found to be in the best interest of either party. Termination shall be effected by the conveyance of a written notification thereof to the other party at least ninety (90) days in advance of the effective date of the termination.

Either party can request an amendment to this ILA by giving thirty (30) days written notice. The amendment becomes effective only by the approval and signature of both parties.

In the event of termination, all costs incurred through the date of termination will be paid within thirty (30) days of request for reimbursement or payments.

ARTICLE 6. ADMINISTRATION OF AGREEMENT

All notices pursuant to this ILA shall be deemed given when, either delivered in person or deposited in the United States mail, postage prepaid, certified mail, return receipt requested addressed to the appropriate party at the following addresses:

If to the City:

City Manager
City of Fair Oaks Ranch
7286 Dietz Elkhorn
Fair Oaks Ranch, Texas 78015

If to the MDD:

President
Fair Oaks Ranch Municipal Development District
7286 Dietz Elkhorn
Fair Oaks Ranch, TX 78015

ARTICLE 7. DISPUTE RESOLUTION

In the event that a dispute arises regarding the interpretation of the terms, duties, and responsibilities of the Parties under this Agreement, it shall be determined by a Dispute Board in the following manner: Each party to this Agreement shall appoint one member to the Dispute Board. The members so appointed shall jointly appoint an additional member to the Dispute Board. The Dispute Board shall review the facts, contract terms and applicable statutes and rules and make a determination of the dispute. The determination of the Dispute Board shall be final and binding on the parties solely to the extent of the disputed contract provision. Nothing herein shall limit or waive either Parties right to defend itself or seek relief in any manner allowed by law.

ARTICLE 8. GOVERNING LAW AND AUTHORITY

The laws of the State of Texas shall govern this ILA and all obligations hereunder of the parties are performable in Fair Oaks Ranch, Texas. Venue for any legal proceeding is Kendall County, Texas. Any applicable state or federal statute or rule will take precedence over any inconsistency in the Interlocal Agreement or in any statement of work issued under the Interlocal Agreement. The City Manager shall be the signature authority for the City, and the President shall be the signature authority of the MDD. Each party may choose to delegate signature authority by amendment to this agreement and by mutual agreement of both parties.

ARTICLE 9. NON-ASSIGNMENT

This ILA shall be binding upon and inure to the benefit of the parties hereto and their respective legal representatives' successors and assigns. Neither the City nor the MDD shall assign any duty of this ILA, excepting those already identified herein, without written consent of the other.

ARTICLE 10. SEVERABILITY

Should any provisions of this ILA for any reasons be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision hereof.

ARTICLE 11. ENTIRETY OF AGREEMENT

This is the entire agreement between the parties and no modification of this ILA shall be of any force or effect, unless it is in writing signed by both parties. No official, employee, agent or representative of the City or the MDD has any authority, either express or implied, to amend this ILA, except pursuant to such express authority as may be granted by the governing body of the City of Fair Oaks Ranch or the MDD Board of Directors.

ARTICLE 12. OFFICIALS NOT TO BENEFIT

No public official of the governing body of the City or the MDD who exercises any functions or responsibilities in the review or the approval of the undertaking or carrying out of any project hereunder, shall participate in any decision relating to the ILA which affects his/her personal interest, nor shall he/she have any personal or pecuniary interest direct or indirect in this ILA or proceeds thereof.

ARTICLE 13. OWNERSHIP OF DOCUMENTS

Copyright in all material created by the City and paid for by the MDD as part of this Agreement shall be the property of the City. Both the City and the MDD may use these materials, and permit others to use them. This material includes, but is not limited to: books, computer programs, documents, films, pamphlets, reports, sound reproductions, studies, surveys, tapes, and/or training materials. Material which the City provides and uses to perform this Agreement but which is not created for or paid for by the MDD shall be owned by the City or such other party as determined by Copyright Law; however, for any such materials, the City hereby grants (or, if necessary and to the extent reasonably possible, shall obtain and grant) a perpetual, unrestricted, royalty free, non-exclusive license to the MDD to use the material for MDD internal purposes.

ARTICLE 14. GOVERNMENTAL FUNCTIONS; LIABILITY; NO WAIVER OF IMMUNITY OR DEFENSES

Notwithstanding any provision to the contrary herein, this Agreement is a contract for and with respect to the performance of governmental functions by governmental entities.

1. The services provided for herein are governmental functions, and the Parties shall be engaged in the conduct of a governmental function while providing and/or performing any service pursuant to this Agreement.

2. The relationship of the Parties shall, with respect to that part of any service or function undertaken as a result of or pursuant to this Agreement, be that of independent contractors.

3. Nothing contained herein shall be deemed or construed by the Parties, or by any third party, as creating the relationship of principal and agent, partners, joint venturers, or any other similar such relationship between the Parties.

Each Party shall have no liability whatsoever for the actions of, or failure to act by, any employees, agents, representatives, or assigns of the other Party in connection with the Agreement. Each Party covenants and agrees, to the extent permitted by law, that it shall be solely responsible, as between the Parties, for and with respect to any claim or cause of action arising out of or with respect to any act, omission, or failure to act by the participating Party or its respective employees, agents, representatives, or assigns, in connection therewith.

Each Party reserves and does not waive any defense available to it at law or in equity as to any claim or cause of action whatsoever that may arise or result from or in connection with this Agreement. This Agreement shall not be interpreted nor construed to give to any third party the right to any claim or cause of action, and no Party shall be held legally liable for any claim or cause of action arising pursuant to or in connection with this Agreement except as specifically provided herein or by law.

No participant waives or relinquishes any immunity or defense on behalf of itself, its trustees, councilmembers, officers, employees, and agents as a result of the execution of this Agreement and the performance of the covenants and agreements contained herein.

ARTICLE 15. AGREEMENT

This ILA shall constitute the sole agreement between the City and the MDD relating to the object of this ILA and correctly sets forth the complete rights, duties, and obligations of each party to the other as of its date. Any prior agreements, promises, negotiations or representations, verbal or otherwise, not expressly set forth in this ILA are of no force and effect.

WITNESS our hands to this AGREEMENT this _____ day of _____, 20246.

MDD

_____
Laura Koerner
President

CITY

_____
Scott M. Huizenga
City Manager

EXHIBIT B

EXHIBIT "A"

~~Compensation~~

Annual Schedule of Service Fees

The rates reflected in this Exhibit A are effective for the fiscal year in the schedule below. Rates for subsequent fiscal years shall be established and communicated in accordance with Article 4 of the Agreement and shall not require an amendment of this Exhibit.

Fiscal Year	Rate of Services
~~2024-2025~~2026-27	~~$30,150~~$32,500

CITY COUNCIL CONSENT ITEM
CITY OF FAIR OAKS RANCH, TEXAS

AGENDA TOPIC:	Approval of a resolution approving an amendment to the FY 2026-27 Fair Oaks Ranch Municipal Development District Budget to appropriate $25,000 for professional services related to strategic planning
DATE:	September 17, 2026
DEPARTMENT:	Finance
PRESENTED BY:	Summer Fleming, CGFO, Director of Finance

INTRODUCTION / BACKGROUND:
The Fair Oaks Ranch Municipal Development District (MDD) FY 2026-27 Budget was approved by the MDD Board on July 8, 2026, and subsequently approved by the City Council. The budget was adopted prior to finalizing the approach for the Board's strategic planning process.

At its September 9, 2026, special meeting, the MDD Board conducted a workshop to discuss the strategic planning process, including facilitation and the scope of services that may be needed. Following the workshop, the Board approved an amendment to the FY 2026-27 MDD Budget appropriating $25,000 for professional services related to strategic planning. The appropriation provides funding should the Board elect to engage professional services; the final scope and cost of services have not yet been determined.

Section 1.08 of the City of Fair Oaks Ranch Code of Ordinances requires City Council approval of the MDD's annual budget and any amendments. The amendment is therefore presented to the City Council for approval.

POLICY ANALYSIS / BENEFIT(S) TO CITIZENS:
The budget amendment provides funding in the FY 2026-27 MDD Budget should the Board elect to engage professional services for its strategic planning process. Approval of the amendment will allow the Board to determine the preferred approach and scope of services without requiring a subsequent budget amendment. Strategic planning services would assist the Board in establishing priorities, identifying projects for the use of MDD resources, aligning District activities with the City's strategic priorities, and providing a framework for future Board decisions.

LONGTERM FINANCIAL & BUDGETARY IMPACT:
The amendment increases FY 2026-27 budgeted expenditures by $25,000. The Professional Services appropriation increases from $35,500 to $60,500, and total expenditures increase from $69,771 to $94,771. Projected FY 2026-27 ending fund balance decreases by $25,000, from $5,077,363 to $5,052,363.

LEGAL ANALYSIS:
Section 1.08 of the City of Fair Oaks Ranch Code of Ordinances requires City Council approval of the MDD's annual budget and any amendments. The resolution was prepared using a template previously approved by the City Attorney.

RECOMMENDATION / PROPOSED MOTION:
I move to approve the resolution approving an amendment to the FY 2026-27 Fair Oaks Ranch Municipal Development District Budget appropriating $25,000 for strategic planning services.

A RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS , APPROVING AN AMENDMENT TO THE FY 2026-27 FAIR OAKS RANCH MUNICIPAL DEVELOPMENT DISTRICT BUDGET TO APPROPRIATE FUNDS FOR STRATEGIC PLANNING SERVICES

WHEREAS, the Fair Oaks Ranch Municipal Development District (MDD) was created pursuant to Chapter 377 of the Texas Local Government Code for the purpose of funding authorized development projects that promote economic growth and enhance quality of life; and

WHEREAS, the MDD Board of Directors is responsible for reviewing and approving the District's annual budget and amendments thereto, subject to approval by the City Council as required by Section 1.08 of the City of Fair Oaks Ranch Code of Ordinances; and

WHEREAS, the City Council approved the FY 2026-27 MDD Budget by Resolution No. 2026-41; and

WHEREAS, the FY 2026-27 MDD Budget was adopted prior to finalizing the approach for the Board's strategic planning process; and

WHEREAS, the MDD Board of Directors approved an amendment to the FY 2026-27 MDD Budget at its September 9, 2026, special meeting to appropriate $25,000 for professional services related to strategic planning; and

WHEREAS, the budget amendment increases the Professional Services appropriation from $35,500 to $60,500 and reduces the projected FY 2026-27 ending fund balance by $25,000; and

WHEREAS, the City Council finds that approval of the proposed budget amendment to provide funding for strategic planning services is in the best interest of the City and the Municipal Development District.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS:

Section 1. The City Council hereby approves the amendment to the FY 2026-27 Fair Oaks Ranch Municipal Development District Budget, as approved by the MDD Board of Directors on September 9, 2026, appropriating an additional $25,000 for Professional Services related to strategic planning, as reflected in EXHIBIT A, attached hereto and incorporated herein.

Section 2. That the recitals contained in the preamble hereto are hereby found to be true and such recitals are hereby made a part of this resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section 3. If any provision of this resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this resolution would have been enacted without such invalid provision.

Section 4. That it is officially found, determined, and declared that the meeting at which this resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this resolution, was given, all as required by Chapter 551, as amended, Texas Government Code.

Section 5. All resolutions or parts thereof, which are in conflict or inconsistent with any provision of this resolution are hereby repealed to the extent of such conflict, and the provision of this resolution shall be and remain controlling as to the matters resolved herein.

Section 6. This resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 7. This resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED, APPROVED, and ADOPTED on this 17th day of September 2026.

_____

Gregory C. Maxton, Mayor

ATTEST:

_____

Amanda Valdez, TRMC
City Secretary

APPROVED AS TO FORM:

_____

Denton Navarro Rodriguez Bernal Santee & Zech P.C., City Attorney

EXHIBIT A

FAIR OAKS RANCH MUNICIPAL DEVELOPMENT DISTRICT
FISCAL YEAR 2026-27
PROPOSED BUDGET AMENDMENT

	FY 2026-27 ADOPTED BUDGET	FY 2026-27 PROPOSED AMENDMENT	FY 2026-27 AMENDED BUDGET
Beginning Fund Balance	**$ 4,409,334**		**$ 4,409,334**
Revenues			
Local Sales Tax	592,800	-	592,800
Interest	145,000	-	145,000
Total Revenue	737,800	-	737,800
Expenditures			
Supplies	250	-	250
Training/Seminars	500	-	500
Attorney	3,500	-	3,500
Auditor	4,971	-	4,971
Professional Services	35,500	25,000	60,500
Insurance	50	-	50
Grant Awards	25,000	-	25,000
Total Expenditures	69,771	25,000	94,771
Revenues over/(under) expenditures	**668,029**	**(25,000)**	**643,029**
Ending Fund Balance	**$ 5,077,363**	**$ (25,000)**	**$ 5,052,363**

CITY COUNCIL PUBLIC HEARING
CITY OF FAIR OAKS RANCH, TEXAS

AGENDA TOPIC:	FY 2026-27 Proposed Budget
DATE:	September 17, 2026
DEPARTMENT:	Finance
PRESENTED BY:	Summer Fleming, CGFO, Director of Finance

INTRODUCTION / BACKGROUND:
The proposed budget was filed with the City Secretary on August 17, 2026, and posted on the homepage of the City's website at: https://www.fairoaksranchtx.org/.
In accordance with the Local Government Code §102.006(a), the governing body of a municipality must hold a public hearing on the proposed budget to allow interested persons the opportunity to attend and provide input.

The proposed budget reflects City Council direction developed through the City's long-term planning and annual budget process. The Council participated in two long-term planning workshops, four budget workshops, and a workshop to establish the proposed maximum property tax rate. The proposed budget incorporates Council direction from those discussions and provides funding for ongoing City services, capital improvements, and strategic priorities.

General Fund Budget Overview
The proposed FY 2026-27 General Fund budget is balanced at approximately $12.18 million, without the use of fund balance. Total revenues and sources are increasing 7.0% over the FY 2025-26 adopted budget. Tax revenues, which include ad valorem (property) taxes and sales taxes, are increasing 9.4%.

Total expenditures and uses are increasing 7.0%. Personnel expenditures are increasing 8.0%, reflecting the approved compensation plan, including a 2.5% cost-of-living adjustment and an average 2.5% merit increase. Services are increasing 8.8%, with the Fire/EMS contract representing a major factor in the increase. Capital outlay and transfers total approximately $814,000 and include funding for planned capital and strategic projects and future vehicle and equipment replacement.

The proposed budget maintains reserves in accordance with City policy, with an estimated ending fund balance of approximately $8.86 million.

Capital and Strategic Projects Fund Budget Overview
The proposed FY 2026-27 Capital and Strategic Projects Fund budget totals $723,061 and provides funding for the Drainage Capital Improvement Plan and Comprehensive Plan update. These expenditures are funded through a transfer from the General Fund.

Bond Capital Fund Budget Overview
The proposed FY 2026-27 Bond Capital Fund budget includes $315,000 in new appropriations for the City's voter-approved Roadway Capital Improvement Program. Because these are multi-year projects, additional project funding was appropriated in prior fiscal years and remains available for ongoing project costs.

The roadway projects are funded through General Obligation bonds authorized by voters in May 2024. The City completed its second issuance under the $16 million voter authorization in August 2026 to continue funding the roadway program.

Debt Service Fund Budget Overview
The proposed FY 2026-27 Debt Service Fund budget totals $1,096,650 for annual principal and interest payments on the City's outstanding governmental debt. Projected revenues total $1,046,650, including current and delinquent property tax collections and interest earnings. The remaining $50,000 will be funded from existing fund balance.

The fund is supported by the City's Interest & Sinking (I&S) property tax rate. The proposed I&S rate is $0.037287 per $100 of taxable value, an increase from the prior year to support debt service associated with the City's voter-approved street bond program.

Combined Utility Fund Budget Overview
The proposed FY 2026-27 Utility Fund budget includes $7.98 million in operating revenues and $6.34 million in operating expenditures. The budget provides funding for ongoing water and wastewater operations, debt service, capital improvements, and contributions for future vehicle and equipment replacement. After accounting for depreciation, debt service, and other non-operating activity, the proposed budget reflects an increase of approximately $125,000 in the Utility Fund's net position.

The proposed budget continues implementation of the City's multi-year Water and Wastewater Capital Improvement Programs, with approximately $6.02 million in planned capital expenditures. Major projects include the Elevated Storage Tank, Plant 4 Ground Storage Tank, Dietz Elkhorn waterline improvements, wastewater treatment plant improvements, and other planned water and wastewater infrastructure projects.

The budget also adds one Utility Technician position to support utility operations and infrastructure maintenance.

PUBLIC HEARING:
The sequence for conducting the public hearing is shown on the meeting agenda.

NEXT STEPS:
The City Council will consider the first reading of an ordinance adopting the City budget for the fiscal year beginning October 1, 2026, and ending September 30, 2027 later in the agenda. The second reading and adoption is anticipated to occur on September 22, 2026.

Public Hearing
FY 2026-27 Proposed Budget

September 17, 2026

Summer Fleming, CGFO
Director of Finance

Public Hearing Agenda

- Requirements and next steps
- General Fund Overview
- Strategic & Capital Projects Fund
- Bond Capital Fund
- Utility Funds
- Close the Public Hearing

Requirements and Next Steps

- Texas Local Government Code Chapter 102 requires a public hearing on the budget, and the budget must be adopted before levying a property tax rate
- First reading of an ordinance adopting the FY 2026-27 Budget
- Public hearing on the proposed ad valorem tax rate
- First reading of an ordinance adopting the FY 2026-27 tax rate

General Fund Budget Highlights

Tax Revenues: +9.4%
- Property tax (2026 Levy): **+7.8%**
- Sales & mixed beverage tax: **+14.2%**

Operating Expenditures: +7.0%
- Fire/EMS contract: **+31.8%**
- Compensation: **5% average movement**
  - 2.5% COLA + 2.5% average merit

Other Budget Priorities
- Transfer for cash-funded drainage capital improvements
- Transfer for Comprehensive Plan update: **$200,000**
- Transfer for Equipment Replacement Fund contribution
- Reserves maintained in accordance with City policy

General Fund Summary

Total Operating Revenues

$12,068,461

–

Total Operating Expenditures

$11,367,718

=

Operating Surplus
$700,743

How the Operating Surplus is Used

Transfer to Equipment Replacement Fund	($282,806)
Transfer to Strategic & Capital Projects Fund	($220,000)
Capital Outlay	($197,937)
Total Uses	($700,743)
Total Surplus (added to Fund Balance)	$0

Budget Changes – General Fund Revenue

Category	FY 2025-26 Adopted Budget	FY 2026-27 Proposed Budget	Change ($)	Change (%)
Taxes	$9,106,213	$9,960,854	$854,641	9.4%
Franchise Fees	766,780	804,780	38,000	5.0%
Permits	144,200	158,200	14,000	9.7%
Court Fines & Fees	190,475	108,000	(82,475)	(43.3%)
Fees & Services	377,893	371,532	(6,361)	(1.7%)
Interest Earnings	450,000	450,000	-	-
Miscellaneous & Transfers	346,130	328,289	(17,841)	(5.2%)
Total	**$11,381,691**	**$12,181,655**	**$799,964**	**7.0%**

Budget Changes – General Fund Expenditures

Category	FY 2025-26 Adopted Budget	FY 2026-27 Proposed Budget	Change ($)	Change (%)
Personnel	$6,308,287	$6,810,104	$501,817	8.0%
Supplies, Maintenance, & Ops	1,291,904	1,267,492	(24,412)	(1.9%)
Services	3,024,181	3,290,122	265,941	8.8%
Capital Outlay & Transfers	757,320	813,937	56,617	7.5%
Total	**$11,381,692**	**$12,181,655**	**$799,963**	**7.0%**

General Fund Balance Summary

Category	FY 2025-26 Projected Ending	FY 2026-27 Proposed Budget	FY 2026-27 Ending
Non-spendable	$133,420	$0	$133,420
Court Restricted (Legacy funds)	23,714	(12,820)	10,894
Public Safety Restricted	46,340	(1,000)	45,340
Tree Mitigation Funds	109,017	(42,850)	66,167
Emergency Reserve	3,588,119	190,000	3,778,119
Budget Stabilization Reserve	1,800,000	80,000	1,880,000
Unassigned	3,161,903	(213,330)	2,948,573
Total Fund Balance	**$8,862,513**	**$0**	**$8,862,513**

Maintains reserves in accordance with policy

Strategic & Capital Projects Fund

Reliable Infrastructure

- Drainage CIP
  - 8426 Triple Crown (#41) - $253,094
  - 8312 Triple Crown (#43) - $269,967

Operational Excellence

- Comprehensive Plan update - $200,000

These projects advance City Council priorities and capital improvement plan.

Available Fund Balance
Project savings and cancellations:

$503,061

Amount Needed from
General Fund Transfer:

$220,000

Total Project Funding Available:

$723,061

Bond Capital Fund - Roadway CIP

	Prior	2025-26	2026-27	2027-28	Total
Dietz Elkhorn Roadway Reconstruction	$-	$4,300,000	$-	$-	$4,300,000
Battle Intense	158,861	-	-	-	158,861
Rolling Acres Trail Reconstruction	-	315,000	315,000	2,520,000	3,150,000
Ammann Road Reconstruction	428,071	6,294,231	-	-	6,722,302
Roadway Total	**$586,932**	**$10,957,046**	**$315,000**	**$2,520,000**	**$14,331,163**

Note: Most roadway project funding was appropriated in prior fiscal years. FY 2026-27 preliminary budget includes only new appropriations for the Rolling Acres Trail Reconstruction project.

Fund Balance Summary - Other Governmental Funds

Category	FY 2025-26 Projected Ending	FY 2026-27 Proposed Budget	FY 2026-27 Ending
Bond Capital Fund	$3,604,031	($195,000)	$3,409,031
Strategic & Capital Projects Fund	503,061	(503,061)	-
Equipment Replacement Fund	1,762,942	282,806	2,045,748
Debt Service Fund	52,062	(50,000)	2,062
Court Youth Diversion Fund	27,592	1,620	29,212
Court Security & Technology Fund	10,084	(375)	9,709
Court Efficiency Fund	2,306	(2,010)	296
Court Jury Fund	454	(420)	34
Total	**$5,962,532**	**($466,440)**	**$5,496,092**

Utility Funds

Utility Fund Budget Highlights

Revenues and Reserves

- Total revenues remaining flat
  - No change in volumetric rates
  - Net increase in fees
- Maintains reserves in accordance with policy
- Maintains funding for future equipment replacement

Expenditures

- Total average compensation movement: 5%
  - COLA: 2.5%
  - Average merit/step: 2.5%
- Includes new FTE, Utility Technician
- Total operating expenditures increasing 4%
- GBRA water supply costs increasing 3%
- Advances Utility CIP

Estimated Change in Fees

Water Fees			
	FY 2026	FY 2027	Change
Surface Water Fee	$18.50	$17.81	($0.69)
TCEQ Fee	0.20	0.20	-
Debt Service Fee	23.89	29.69	5.80
Capital Reserve Fee	2.67	-	(2.67)
Total Fees	**$45.26**	**$47.70**	**$2.44**

Wastewater Fees			
	FY 2026	FY 2027	Change
TCEQ Fee	$0.05	$0.05	$-
Debt Service Fee	16.91	17.85	0.94
Capital Reserve Fee	-	-	-
Total Fees	**$16.96**	**$17.90**	**$0.94**

Budget Changes – Utility Revenues

Category	FY 2025-26 Adopted Budget	FY 2026-27 Proposed Budget	Change ($)	Change (%)
Water Operating	$5,715,486	$5,586,742	($128,744)	(2.3%)
Water Interest	200,000	250,000	50,000	25.0%
Total Water Revenues	**$5,915,486**	**$5,836,742**	**($78,744)**	**(1.3%)**
Wastewater Operating	$2,357,790	$2,399,300	$41,510	1.8%
Wastewater Interest	200,000	200,000	-	-
Total Wastewater Revenues	**$2,557,790**	**$2,599,300**	**$41,510**	**1.6%**
Total Utility Revenues	**$8,473,276**	**$8,436,228**	**($37,048)**	**(0.4%)**

Budget Changes – Utility Expenditures

Category	FY 2025-26 Adopted Budget	FY 2026-27 Proposed Budget	Change ($)	Change (%)
Personnel	$2,124,525	$2,364,528	$240,003	11.3%
Supplies, Maintenance, & Ops	3,554,739	3,468,514	(86,225)	(2.4%)
Services	418,046	511,148	93,102	22.3%
Total Operating Expenditures	**$6,097,310**	**$6,344,190**	**$246,880**	**4.0%**
Capital Purchases	390,938	218,436	(172,502)	(44.1%)

Water Capital Projects Fund

	Prior	FY 2025-26	FY 2026-27	Total
Willow Wind/Red Bud Hill WL (29R)	$422,697	$527,815	$-	$950,512
Elevated Storage Tank (2W)	887,154	6,021,326	4,803,674	11,712,154
Rolling Acres Trail WL Rehab (28R)	70,080	607,655	-	677,735
Old Fredericksburg Rd. WL (21W)	588,546	50,127	-	638,673
Expand Plant No. 5 (5W)	310,562	1,239,737	-	1,550,299
Plant No. 3 Electrical (5R)	38,960	138,960	-	177,920
SAWS Emergency Interconnect	21,195	390,787	-	411,982
Ground Storage Tank at Plant No. 4	-	-	400,000	400,000
GBRA Waterline contribution	-	750,000	-	750,000
Dietz Elkhorn Rd. Waterline	-	1,778,758	-	1,778,758
Water Total	**$2,339,195**	**$11,505,164**	**$5,203,674**	**$19,048,033**

Wastewater Capital Projects Fund

	Prior	FY 2025-26	FY 2026-27	Total
WWTP Phase 1 Expansion (2S)	$855,838	$6,155,412	-	$7,011,250
Install Sewer Line & Decommission Falls Lift Station (1S)	-	113,521	811,763	925,284
Wastewater Total	**$855,838**	**$6,268,933**	**$811,763**	**$7,936,534**

Projected Net Position

Category	FY 2025-26 Ending	FY 2026-27 Budget	FY 2026-27 Ending
Net Investment in Capital Assets	$11,640,334	$2,548,690	$14,189,024
Water Capital Fund	1,543,778	(1,503,674)	40,104
Wastewater Capital Fund	913,365	(636,763)	276,602
Equipment Replacement Fund	845,134	219,000	1,064,134
Debt Service Reserve	1,465,804	(134,441)	1,331,363
Emergency Reserve	4,739,114	(367,826)	4,371,288
Total Net Position	**$21,147,529**	**$124,986**	**$21,272,515**

Questions and Public Comment

General Fund Summary

	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed 2026-27	Budget v Budget v	Budget v Budget %	Budget v PY Projected
Estimated Beginning Fund Balance	**6,645,697**	**7,668,787**	**8,665,654**	**8,665,654**	**8,862,512**			
Revenue & Sources:								
Taxes	8,631,247	8,702,507	9,106,213	9,399,030	9,960,854	854,641	9.4%	561,824
Franchise Fees	743,231	793,093	766,780	800,190	804,780	38,000	5.0%	4,590
Interest	683,555	541,869	450,000	510,000	450,000	-	0.0%	(60,000)
Permits	232,138	202,997	144,200	148,560	158,200	14,000	9.7%	9,640
Animal Control	2,384	2,061	1,495	1,570	1,495	-	0.0%	(75)
Fines & Forfeitures	191,584	122,568	190,475	105,000	108,000	(82,475)	-43.3%	3,000
Fees & Services	519,220	393,261	377,893	386,374	371,532	(6,361)	-1.7%	(14,842)
Miscellaneous	483,379	712,389	211,500	241,188	213,600	2,100	1.0%	(27,588)
Transfers	222,254	50,700	133,135	139,690	113,194	(19,941)	-15.0%	(26,496)
Total Revenue & Sources	**11,708,991**	**11,521,446**	**11,381,691**	**11,731,602**	**12,181,655**	**799,964**	**7.0%**	**450,053**
Expenditures & Uses:								
Personnel	5,478,855	5,781,791	6,308,287	6,428,139	6,810,104	501,817	8.0%	381,965
Supplies, Maintenance & Operations	1,162,375	1,185,424	1,291,904	1,352,027	1,267,492	(24,412)	-1.9%	(84,535)
Services	1,991,336	2,085,716	3,024,181	2,915,764	3,290,122	265,941	8.8%	374,358
Capital Outlay & Transfers	2,053,335	1,471,648	757,320	838,815	813,937	56,617	7.5%	(24,878)
Total Expenditures & Uses	**10,685,901**	**10,524,578**	**11,381,692**	**11,534,744**	**12,181,655**	**799,963**	**7.0%**	**646,911**
Revenue Over / (Under) Expenditures	**1,023,090**	**996,867**	**(1)**	**196,858**	**-**	**1**	**-100.0%**	**(196,858)**
Estimated Ending Fund Balance	**7,668,787**	**8,665,654**	**8,665,653**	**8,862,512**	**8,862,512**			

General Fund
Revenue Detail

Revenue Type	2023-24 Actual	2024-25 Actual	2025-26 Budget	2025-26 Projected	2026-27 Proposed	Budget vs Budget	Budget vs Budget %	Budget vs PY Projected
Taxes								
General Property	6,744,102	6,674,068	7,140,941	7,201,768	7,701,252	560,311	7.8%	499,484
Delinquent Property	47,128	66,251	30,000	50,000	50,000	20,000	66.7%	-
Penalty & Interest	22,732	32,242	25,000	31,000	28,000	3,000	12.0%	(3,000)
Mixed Beverage	28,961	36,703	25,000	38,000	38,000	13,000	52.0%	-
Local Sales	1,192,216	1,262,162	1,256,848	1,385,508	1,429,068	172,220	13.7%	43,560
Street Maintenance	298,054	315,541	314,212	346,377	357,267	43,055	13.7%	10,890
Property Reduction	298,054	315,541	314,212	346,377	357,267	43,055	13.7%	10,890
Total Taxes	8,631,247	8,702,507	9,106,213	9,399,030	9,960,854	854,641	9.4%	561,824
Franchise Fees								
Time Warner Cable	59,395	56,251	60,900	51,900	60,900	-	0.0%	9,000
GVTC Cable/Telephone	60,270	57,655	60,000	57,500	60,000	-	0.0%	2,500
AT&T Cable/Telephone	1,677	2,048	1,540	7,040	1,540	-	0.0%	(5,500)
Miscellaneous	315	302	340	250	340	-	0.0%	90
City Public Service	448,951	460,099	470,000	471,500	470,000	-	0.0%	(1,500)
Pedernales Electric Company	109,431	114,891	115,000	110,000	115,000	-	0.0%	5,000
Grey Forest Utilities	26,496	29,376	25,000	30,000	25,000	-	0.0%	(5,000)
Garbage Regular	36,696	72,471	34,000	72,000	72,000	38,000	111.8%	-
Garbage Recycling	-	-	-	-	-	-	0.0%	-
Total Franchise Fees	743,231	793,093	766,780	800,190	804,780	38,000	5.0%	4,590
Interest								
Bank/Investment Interest	683,555	541,869	450,000	510,000	450,000	-	0.0%	(60,000)
Total Interest	683,555	541,869	450,000	510,000	450,000	-	0.0%	(60,000)

Revenue Type	2023-24 Actual	2024-25 Actual	2025-26 Budget	2025-26 Projected	2026-27 Proposed	Budget vs Budget	Budget vs Budget %	Budget vs PY Projected
Permits								
New Residential Permits	145,757	91,851	60,000	65,000	75,000	15,000	25.0%	10,000
New Commerical Permits	-	5,326	1,000	700	-	(1,000)	-100.0%	(700)
Remodeling/Additions	30,950	47,246	30,000	31,500	30,000	-	0.0%	(1,500)
Other BC and Permits	41,436	43,673	40,000	38,000	40,000	-	0.0%	2,000
Contractor Registration	9,450	10,505	9,000	9,000	9,000	-	0.0%	-
Food/Health	4,545	4,395	4,200	4,360	4,200	-	0.0%	(160)
Total Permits Costs	232,138	202,997	144,200	148,560	158,200	14,000	9.7%	9,640
Animal Control								
Pet Licenses	1,050	1,380	1,000	750	1,000	-	0.0%	250
Pet Impount/Quarantine	1,334	681	495	820	495	-	0.0%	(325)
Total Animal Control	2,384	2,061	1,495	1,570	1,495	-	0.0%	(75)
Fines & Forfeitures								
Municipal Court Fines	174,829	117,071	175,000	105,000	108,000	(67,000)	-38.3%	3,000
Municipal Court Security	5,665	3,011	5,250	-	-	(5,250)	-100.0%	-
Municipal Court Technology	4,648	2,486	4,375	-	-	(4,375)	-100.0%	-
Municipal Court Efficiency	603	-	450	-	-	(450)	-100.0%	-
Local Youth Diversion Fund	5,725	-	5,250	-	-	(5,250)	-100.0%	-
Municipal Court Jury Fund	114	-	150	-	-	(150)	-100.0%	-
Total Fines & Forfeitures	191,584	122,568	190,475	105,000	108,000	(82,475)	-43.3%	3,000
Fees & Services								
FORU Management	289,039	295,847	302,743	304,684	296,382	(6,361)	-2.1%	(8,302)
Special Fees	30,749	60,743	35,000	35,000	35,000	-	0.0%	-
FORMDD Management	30,150	30,150	30,150	31,650	30,150	-	0.0%	(1,500)
Tree Mitigation Fees	159,600	-	-	8,040	-	-	0.0%	(8,040)
Credit Card Service Fee	9,682	6,522	10,000	7,000	10,000	-	0.0%	3,000
Total Fees & Services	519,220	393,261	377,893	386,374	371,532	(6,361)	-1.7%	(14,842)

Revenue Type	2023-24 Actual	2024-25 Actual	2025-26 Budget	2025-26 Projected	2026-27 Proposed	Budget vs Budget	Budget vs Budget %	Budget vs PY Projected
Miscellaneous								
Miscellaneous	117,343	158,749	127,500	131,000	127,500	-	0.0%	(3,500)
City Event Sponsorships	1,480	-	-	-	-	-	0.0%	-
Sale of Assets	-	52,185	-	3,000	-	-	0.0%	(3,000)
Other Sources - SBITAs	202,767	145,616	-	-	-	-	0.0%	-
Donations/Grants	141,826	327,407	68,600	89,560	68,600	-	0.0%	(20,960)
School Guard Crossing Fund	15,729	15,447	13,500	13,500	13,500	-	0.0%	-
Leose Proceeds	4,234	4,189	1,900	4,128	4,000	2,100	110.5%	(128)
Police Seized Proceeds	-	8,798	-	-	-	-	0.0%	-
Total Miscellaneous	483,379	712,389	211,500	241,188	213,600	2,100	1.0%	(27,588)
Transfers								
Transfer from ERF	222,254	50,700	133,135	139,690	113,194	(19,941)	-15.0%	(26,496)
Total Transfers	222,254	50,700	133,135	139,690	113,194	(19,941)	-15.0%	(26,496)
Total Resources	**11,708,991**	**11,521,446**	**11,381,691**	**11,731,602**	**12,181,655**	**799,964**	**7.0%**	**450,053**

Expenditure Type	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed 2026-27	Budget v Adopted	Budget v Budget %	Budget v PY Projected
General Fund								
Expenditure Summary								
Personnel								
Salaries	3,960,253	4,261,619	4,923,008	4,791,781	5,301,102	378,094	7.7%	509,321
Overtime	96,126	65,062	45,502	69,229	48,967	3,465	7.6%	(20,262)
Taxes - Social Security	243,932	268,931	306,607	283,036	328,665	22,058	7.2%	45,629
Taxes - Medicare	57,255	63,167	72,043	66,484	77,576	5,533	7.7%	11,092
Taxes SUTA/FUTA	7,307	4,227	4,008	10,634	10,876	6,868	171.4%	242
Workers Compensation	106,300	68,290	74,780	72,469	77,470	2,690	3.6%	5,001
Retirement	499,753	542,780	631,763	615,086	677,855	46,092	7.3%	62,769
Health Insurance	472,948	489,555	603,066	584,024	643,130	40,064	6.6%	59,106
Uniform Allowance	20,500	19,500	-	-	-	-	0.0%	-
Car Allowance	7,200	7,200	7,200	7,200	7,200	-	0.0%	-
Allowance for Vacancies	-	-	(249,690)	-	(248,237)	1,453	-0.6%	(248,237)
Project Allocation	-	(23,379)	(110,000)	(71,804)	(114,500)	(4,500)	4.1%	(42,696)
Total Personnel Costs	5,478,855	5,781,791	6,308,287	6,428,139	6,810,104	501,817	8.0%	424,661
Supplies, Maintenance & Operations								
Supplies and Consumables	35,507	35,123	35,775	37,625	43,205	7,430	20.8%	5,580
Minor Equipment and Furniture	63,131	78,705	58,245	57,895	42,300	(15,945)	-27.4%	(15,595)
Fuel	72,884	69,756	67,000	63,500	65,825	(1,175)	-1.8%	2,325
Uniforms	24,569	33,843	55,580	56,230	61,737	6,157	11.1%	5,507
Miscellaneous	-	-	-	-	-	-	0.0%	-
Vehicle Maintenance/Repairs	34,032	31,476	38,880	38,880	40,680	1,800	4.6%	1,800
Equipment Maintenance/Repairs	15,170	19,619	17,500	21,000	24,000	6,500	37.1%	3,000
Building Maintenance/Repairs	59,324	34,235	54,063	63,068	30,075	(23,988)	-44.4%	(32,993)
Landscaping & Greenspace Maintenance	3,539	12,458	5,500	5,500	5,500	-	0.0%	-
Street Maintenance	792,144	811,812	876,511	928,419	880,000	3,489	0.4%	(48,419)
Drainage Work	5,919	12,947	20,000	10,000	15,000	(5,000)	-25.0%	5,000
Committees - Communications	-	-	500	200	500	-	0.0%	300
Committees - Planning & Zoning	248	-	500	250	500	-	0.0%	250
Committee - Board of Adjustments	-	-	500	250	500	-	0.0%	250
Committee - Audit	-	-	500	250	500	-	0.0%	250
Urban Wildlife	720	-	500	250	500	-	0.0%	250

Expenditure Type	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed 2026-27	Budget v Adopted	Budget v Budget %	Budget v PY Projected
Committee - Transportation Safety Advisory	-	266	500	250	500	-	0.0%	250
Court Technology	1,529	5,800	5,500	5,500	2,000	(3,500)	-63.6%	(3,500)
Court Security	43,658	2,722	7,000	7,000	10,820	3,820	54.6%	3,820
Local Youth Diversion Program	-	-	4,000	-	-	(4,000)	-100.0%	-
Oak Wilt Program	10,000	15,000	25,000	35,000	25,000	-	0.0%	(10,000)
Tree and Landscape Protection	-	21,639	13,000	13,000	13,000	-	0.0%	-
City Approved Events	-	25	4,850	5,960	4,850	-	0.0%	(1,110)
Emergency Response	-	-	500	2,000	500	-	0.0%	(1,500)
Total Supplies, Maintenance & Operations Costs	1,162,375	1,185,424	1,291,904	1,352,027	1,267,492	(24,412)	-1.89%	(84,535)
Services								
Professional Services	1,398,312	1,429,688	2,038,682	1,924,552	2,297,456	258,774	12.7%	372,904
Dues/Subscriptions	17,053	18,409	26,168	27,722	27,728	1,560	6.0%	6
Training/Seminars & Related Travel	79,040	63,012	130,310	121,360	132,880	2,570	2.0%	11,520
Meetings and Related Travel	5,967	8,733	16,663	13,163	13,798	(2,865)	-17.2%	635
Elections	32,687	16,456	32,000	18,000	32,000	-	0.0%	14,000
Investigations	6,823	4,621	7,500	7,500	7,500	-	0.0%	-
Leose Training	-	-	10,000	10,000	5,000	(5,000)	-50.0%	(5,000)
Asset Forfeiture	-	3,519	21,600	20,768	-	(21,600)	-100.0%	(20,768)
Public Relations	52,166	19,217	30,250	58,089	63,250	33,000	109.1%	5,161
Employee Appreciation	14,800	15,241	15,955	15,955	17,895	1,940	12.2%	1,940
Employment Costs	2,795	10,446	2,675	3,975	3,500	825	30.8%	(475)
Recording/Reporting/History	12,037	8,681	10,000	9,000	10,000	-	0.0%	1,000
Tech/Internet/Software	172,186	259,481	384,707	440,300	385,674	967	0.3%	(54,626)
Total Services Costs	1,793,865	1,857,503	2,726,510	2,670,384	2,996,681	270,171	9.91%	326,297
Shared Services								
Facility Contracts & Services	30,710	62,929	102,930	52,930	116,260	13,330	13.0%	63,330
Postage	3,445	2,130	4,125	2,625	4,125	-	0.0%	1,500
General Liability Insurance	88,746	90,235	100,085	97,294	88,000	(12,085)	-12.1%	(9,294)
Electricity	38,585	40,908	44,000	46,000	45,000	1,000	2.3%	(1,000)
Phone/Cable/Alarms	35,985	32,010	46,531	46,531	40,056	(6,475)	-13.9%	(6,475)
Total Shared Services Costs	197,471	228,212	297,671	245,380	293,441	(4,230)	-1.42%	48,061

Expenditure Type	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed 2026-27	Budget v Adopted	Budget v Budget %	Budget v PY Projected
Capital Outlay & Transfers								
Furniture, Fixtures, Equipment & Vehicles	807,635	601,853	234,103	315,598	197,937	(36,166)	-15.4%	(117,661)
Leases and SBITA's	118,852	93,979	-	-	-	-	0.0%	-
Transfer to Debt Service Fund 06	-	-	-	-	-	-	0.0%	-
Transfer to SAP Fund 02	813,526	370,000	163,717	163,717	220,000	56,283	34.4%	56,283
Transfer to Equip Repl Fund 31	313,322	405,816	359,500	359,500	396,000	36,500	10.2%	36,500
Total Capital Outlay & Transfers Costs	2,053,335	1,471,648	757,320	838,815	813,937	56,617	7.48%	(24,878)
Total Departmental Budget	**10,685,901**	**10,524,578**	**11,381,692**	**11,534,744**	**12,181,655**	**799,963**	**7.03%**	**689,607**

Mayor & Council

Expenditure Type	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed 2026-27	Budget v Adopted	Budget v Budget %	Budget v PY Projected
Supplies, Maintenance & Operations								
Supplies and Consumables	-	-	-	-	550	550	0.0%	550
Minor Equipment and Furniture	-	-	-	-	-	-	0.0%	-
Fuel	-	-	-	-	-	-	0.0%	-
Uniforms	284	593	350	350	350	-	0.0%	-
Miscellaneous	-	-	-	-	-	-	0.0%	-
Committees - Communications	-	-	500	200	500	-	0.0%	300
Committees - Planning & Zoning	248	-	500	250	500	-	0.0%	250
Committee - Board of Adjustments	-	-	500	250	500	-	0.0%	250
Committee - Audit	-	-	500	250	500	-	0.0%	250
Urban Wildlife	720	-	500	250	500	-	0.0%	250
Committee-Transportation Safety Advisory	-	266	500	250	500	-	0.0%	250
Total Supplies, Maintenance & Operations Costs	1,252	859	3,350	1,800	3,900	550	16.4%	2,100
Services								
Professional Services	-	-	-	-	-	-	0.0%	-
Dues/Subscriptions	2,716	3,280	3,300	3,774	3,825	525	15.9%	51
Training/Seminars & Related Travel	-	770	7,000	1,000	7,000	-	0.0%	6,000
Meetings and Related Travel	2,298	4,743	5,800	3,800	4,725	(1,075)	-18.5%	925
Public Relations	235	411	5,250	2,750	5,250	-	0.0%	2,500
Total Services Costs	5,249	9,205	21,350	11,324	20,800	(550)	-2.6%	9,476
Total Departmental Budget	**6,500**	**10,063**	**24,700**	**13,124**	**24,700**	**-**	**0.0%**	**11,576**

City Administration

Expenditure Type	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed 2026-27	Budget v Adopted	Budget v Budget %	Budget v PY Projected
Personnel								
Salaries	309,218	437,101	470,708	475,931	511,136	40,428	8.6%	35,205
Overtime	142	4	124	265	124	-	0.0%	(141)
Taxes - Social Security	18,155	26,198	27,752	26,825	28,978	1,226	4.4%	2,153
Taxes - Medicare	4,451	6,398	6,827	6,582	7,413	586	8.6%	831
Taxes SUTA/FUTA	399	214	214	551	581	367	171.5%	30
Workers Compensation	1,260	853	942	913	1,023	81	8.6%	110
Retirement	38,637	55,768	59,866	60,176	64,777	4,911	8.2%	4,601
Health Insurance	22,969	34,767	42,007	39,788	41,764	(243)	-0.6%	1,976
Car Allowance	7,200	7,200	7,200	7,200	7,200	-	0.0%	-
Allowance for Vacancies	-	-	(6,000)	-	(3,138)	2,862	-47.7%	(3,138)
Total Personnel Costs	402,431	568,502	609,640	618,230	659,858	50,218	8.2%	41,628
Supplies, Maintenance & Operations								
Supplies and Consumables	513	302	650	1,000	850	200	30.8%	(150)
Minor Equipment and Furniture	1,236	197	1,200	850	950	(250)	-20.8%	100
Fuel	61	116	150	150	150	-	0.0%	-
Uniforms	133	382	260	260	250	(10)	-3.8%	(10)
Total Supplies, Maintenance & Operations Costs	1,944	998	2,260	2,260	2,200	(60)	-2.7%	(60)
Services								
Professional Services	213,112	137,378	105,000	90,000	105,000	-	0.0%	15,000
Dues/Subscriptions	3,330	4,562	5,337	5,337	5,310	(27)	-0.5%	(27)
Training/Seminars & Related Travel	8,181	2,650	16,050	12,050	14,750	(1,300)	-8.1%	2,700
Meetings and Related Travel	1,875	1,818	5,615	4,115	3,525	(2,090)	-37.2%	(590)
Employee Appreciation	-	-	300	300	300	-	0.0%	-
Tech/Internet/Software	-	-	774	514	774	-	0.0%	260
Total Services Costs	226,499	146,408	133,076	112,316	129,659	(3,417)	-2.6%	17,343
						-		-
Total Departmental Budget	**630,873**	**715,908**	**744,976**	**732,806**	**791,717**	**46,741**	**6.3%**	**58,911**

City Secretary

Expenditure Type	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed 2026-27	Budget v Adopted	Budget v Budget %	Budget v PY Projected
Personnel								
Salaries	161,133	169,457	175,879	171,533	194,848	18,969	10.8%	23,315
Taxes - Social Security	9,622	10,316	10,904	9,905	12,081	1,177	10.8%	2,176
Taxes - Medicare	2,250	2,412	2,550	2,316	2,825	275	10.8%	509
Taxes SUTA/FUTA	234	126	126	342	342	216	171.4%	-
Workers Compensation	428	315	352	341	390	38	10.8%	49
Retirement	19,807	21,449	22,363	22,129	24,687	2,324	10.4%	2,558
Health Insurance	14,928	17,961	22,268	21,050	21,910	(358)	-1.6%	860
Allowance for Vacancies	-	-	-	-	-	-	0.0%	-
Total Personnel Costs	208,402	222,036	234,442	227,615	257,083	22,641	9.7%	29,468
Supplies, Maintenance & Operations								
Supplies and Consumables	953	659	850	850	300	(550)	-64.7%	(550)
Minor Equipment and Furniture	1,175	446	200	200	200	-	0.0%	-
Uniforms	100	124	100	100	100	-	0.0%	-
Total Supplies, Maintenance & Operations Costs	2,229	1,229	1,150	1,150	600	(550)	-47.8%	(550)
Services								
Professional Services	4,038	6,648	21,538	21,538	11,010	(10,528)	-48.9%	(10,528)
Dues/Subscriptions	803	803	1,060	1,060	1,040	(20)	-1.9%	(20)
Training/Seminars & Related Travel	5,421	7,210	8,485	8,485	10,035	1,550	18.3%	1,550
Meetings and Related Travel	325	276	1,548	1,548	1,348	(200)	-12.9%	(200)
Elections	32,687	16,456	32,000	18,000	32,000	-	0.0%	14,000
Employee Appreciation	-	30	100	100	120	20	20.0%	20
Recording/Reporting/History	12,037	8,681	10,000	9,000	10,000	-	0.0%	1,000
Tech/Internet/Software	4,128	11,613	13,300	13,300	23,227	9,927	74.6%	9,927
Total Services Costs	59,440	51,716	88,031	73,031	88,780	749	0.9%	15,749
Total Departmental Budget	**270,071**	**274,981**	**323,623**	**301,796**	**346,463**	**22,840**	**7.1%**	**44,667**

Human Resources

Expenditure Type	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed 2026-27	Budget v Adopted	Budget v Budget %	Budget v PY Projected
Personnel								
Salaries	133,344	137,087	104,615	103,919	108,908	4,293	4.1%	4,989
Taxes - Social Security	7,895	8,428	6,486	5,976	6,752	266	4.1%	776
Taxes - Medicare	1,847	1,971	1,517	1,398	1,579	62	4.1%	181
Taxes SUTA/FUTA	176	95	63	171	171	108	171.4%	-
Workers Compensation	346	256	209	206	218	9	4.3%	12
Retirement	16,380	17,410	13,302	13,159	13,799	497	3.7%	640
Health Insurance	9,236	9,920	6,636	6,277	6,477	(159)	-2.4%	200
Allowance for Vacancies	-	-	-	-	-	-	0.0%	-
Total Personnel Costs	169,222	175,167	132,828	131,106	137,904	5,076	3.8%	6,798
Supplies, Maintenance & Operations								
Supplies and Consumables	1,774	989	1,550	1,550	1,550	-	0.0%	-
Minor Equipment and Furniture	1,755	8,650	1,200	1,200	1,200	-	0.0%	-
Fuel	-	-	-	-	-	-	0.0%	-
Uniforms	118	102	100	100	100	-	0.0%	-
Total Supplies, Maintenance & Operations Costs	3,647	9,741	2,850	2,850	2,850	-	0.0%	-
Services								
Professional Services	540	1,858	7,675	7,675	8,530	855	11.1%	855
Dues/Subscriptions	4,755	2,102	1,454	1,454	1,489	35	2.4%	35
Training/Seminars & Related Travel	11,343	4,927	7,300	7,300	5,300	(2,000)	-27.4%	(2,000)
Meetings and Related Travel	296	866	1,050	550	1,050	-	0.0%	500
Public Relations	43,551	11,379	-	-	-	-	0.0%	-
Employee Appreciation	11,839	11,285	11,855	11,855	12,135	280	2.4%	280
Employment Costs	2,795	10,446	2,675	3,975	3,500	825	30.8%	(475)
Tech/Internet/Software	7,160	18,391	4,630	6,434	17,354	12,724	274.8%	10,920
Total Services Costs	82,279	61,254	36,639	39,243	49,358	12,719	34.7%	10,115
Total Departmental Budget	**255,147**	**246,162**	**172,317**	**173,199**	**190,112**	**17,795**	**10.3%**	**16,913**

Finance

Expenditure Type	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed 2026-27	Budget v Adopted	Budget v Budget %	Budget v PY Projected
Personnel								
Salaries	187,971	218,448	227,162	232,640	246,535	19,373	8.5%	13,895
Overtime	22	-	166	166	-	(166)	-100.0%	(166)
Taxes - Social Security	10,794	13,164	14,094	13,268	15,285	1,191	8.5%	2,017
Taxes - Medicare	2,524	3,079	3,296	3,103	3,575	279	8.5%	472
Taxes SUTA/FUTA	293	158	158	428	428	270	170.9%	1
Workers Compensation	580	408	455	441	493	38	8.4%	52
Retirement	23,024	27,750	28,905	29,484	31,236	2,331	8.1%	1,752
Health Insurance	26,552	31,117	32,471	33,174	35,043	2,572	7.9%	1,869
Allowance for Vacancies	-	-	-	-	-	-	0.0%	-
Total Personnel Costs	251,761	294,125	306,707	312,704	332,595	25,888	8.4%	19,891
Supplies, Maintenance & Operations								
Supplies and Consumables	1,206	1,101	1,300	1,300	1,300	-	0.0%	-
Minor Equipment and Furniture	286	268	500	500	500	-	0.0%	-
Uniforms	106	74	250	150	250	-	0.0%	100
Total Supplies, Maintenance & Operations Costs	1,598	1,443	2,050	1,950	2,050	-	0.0%	100
Services								
Professional Services	79,202	102,087	102,210	102,210	111,525	9,315	9.1%	9,315
Dues/Subscriptions	573	536	615	615	735	120	19.5%	120
Training/Seminars & Related Travel	4,558	3,885	5,100	3,600	5,500	400	7.8%	1,900
Meetings and Related Travel	32	133	400	400	400	-	0.0%	-
Employee Appreciation	324	221	250	250	300	50	20.0%	50
Tech/Internet/Software	299	8,820	11,648	13,023	10,552	(1,096)	-9.4%	(2,471)
Total Services Costs	84,988	115,682	120,223	120,098	129,012	8,789	7.3%	8,914
Total Departmental Budget	**338,347**	**411,250**	**428,980**	**434,752**	**463,657**	**34,677**	**8.1%**	**28,905**

Information Technology

Expenditure Type	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed 2026-27	Budget v Adopted	Budget v Budget %	Budget v PY Projected
Personnel								
Salaries	91,519	95,194	98,506	87,640	96,618	(1,888)	-1.9%	8,978
Taxes - Social Security	5,250	5,719	6,107	5,164	5,990	(117)	-1.9%	826
Taxes - Medicare	1,228	1,338	1,428	1,189	1,401	(27)	-1.9%	212
Taxes SUTA/FUTA	117	63	63	200	171	108	171.4%	(29)
Workers Compensation	243	179	197	191	193	(4)	-2.0%	2
Retirement	11,254	12,017	12,525	11,191	12,241	(284)	-2.3%	1,050
Health Insurance	12,840	10,209	10,584	8,333	8,735	(1,849)	-17.5%	402
Total Personnel Costs	122,451	124,719	129,410	113,908	125,349	(4,061)	-3.1%	11,441
Supplies, Maintenance & Operations								
Supplies and Consumables	142	335	200	200	400	200	100.0%	200
Minor Equipment and Furniture	1,927	242	200	200	200	-	0.0%	-
Uniforms	-	120	100	100	100	-	0.0%	-
Total Supplies, Maintenance & Operations Costs	2,070	697	500	500	700	200	40.0%	200
Services								
Professional Services	440	71,649	2,000	1,000	2,000	-	0.0%	1,000
Dues/Subscriptions	175	278	430	430	430	-	0.0%	-
Training/Seminars & Related Travel	1,606	2,343	6,250	5,500	5,000	(1,250)	-20.0%	(500)
Meetings and Related Travel	-	206	350	350	350	-	0.0%	-
Employee Appreciation	95	85	100	100	120	20	20.0%	20
Tech/Internet/Software	132,186	157,141	230,560	230,560	176,142	(54,418)	-23.6%	(54,418)
Total Services Costs	134,502	231,702	239,690	237,940	184,042	(55,648)	-23.2%	(53,898)
Shared Services								
Facility Contracts & Services	3,147	940	18,991	18,991	18,991	-	0.0%	-
Phone/Cable/Alarms	35,985	32,010	46,531	46,531	40,056	(6,475)	-13.9%	(6,475)
Total Shared Services Costs	39,132	32,951	65,522	65,522	59,047	(6,475)	-9.9%	(6,475)

Expenditure Type	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed 2026-27	Budget v Adopted	Budget v Budget %	Budget v PY Projected
Capital Outlay & Transfers								
Furniture, Fixtures, Equipment & Vehicles	222,815	251,267	27,000	95,402	25,000	(2,000)	-7.4%	(70,402)
Lease Principal	13,707	14,444	-	-	-	-	0.0%	-
Lease Interest	2,226	1,489	-	-	-	-	0.0%	-
SBITA Principal	95,160	69,570	-	-	-	-	0.0%	-
SBITA Interest	7,292	8,009	-	-	-	-	0.0%	-
Total Capital Outlay & Transfers Costs	341,200	344,778	27,000	95,402	25,000	(2,000)	-7.4%	(70,402)
Total Departmental Budget	**639,353**	**734,847**	**462,122**	**513,273**	**394,138**	**(67,984)**	**-14.7%**	**(119,135)**

Communications

Expenditure Type	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed 2026-27	Budget v Adopted	Budget v Budget %	Budget v PY Projected
Personnel								
Salaries	-	-	38,011	38,851	41,499	3,488	9.2%	2,648
Taxes - Social Security	-	-	2,357	2,323	2,573	216	9.2%	250
Taxes - Medicare	-	-	551	543	602	51	9.3%	59
Taxes SUTA/FUTA	-	-	32	86	86	54	168.8%	1
Workers Compensation	-	-	76	70	83	7	9.2%	13
Retirement	-	-	4,833	4,920	5,258	425	8.8%	338
Health Insurance	-	-	4,314	4,129	4,314	-	0.0%	185
Total Personnel Costs	-	-	50,174	50,921	54,415	4,241	8.5%	3,494
Supplies, Maintenance & Operations								
Supplies and Consumables	-	-	200	200	200	-	0.0%	-
Minor Equipment and Furniture	-	-	300	300	300	-	0.0%	-
Fuel	-	-	-	-	-	-	0.0%	-
Uniforms	-	-	50	50	50	-	0.0%	-
Total Supplies, Maintenance & Operations Costs	-	-	550	550	550	-	0.0%	-
Services								
Professional Services	-	-	-	170	200	200	0.0%	30
Dues/Subscriptions	-	-	5,135	5,135	4,625	(510)	-9.9%	(510)
Training/Seminars & Related Travel	-	-	4,150	2,150	2,950	(1,200)	-28.9%	800
Meetings and Related Travel	-	-	-	-	-	-	0.0%	-
Public Relations	-	-	1,300	550	2,000	700	53.8%	1,450
Employee Appreciation	-	-	50	50	60	10	20.0%	10
Tech/Internet/Software	-	-	18,798	18,798	22,839	4,041	21.5%	4,041
Total Services Costs	-	-	29,433	26,853	32,674	3,241	11.0%	5,821
Total Departmental Budget	**-**	**-**	**80,157**	**78,324**	**87,639**	**7,482**	**9.3%**	**9,315**

Municipal Court

Expenditure Type	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed 2026-27	Budget v Adopted	Budget v Budget %	Budget v PY Projected
Personnel								
Salaries	108,130	114,267	118,960	130,624	139,329	20,369	17.1%	8,705
Overtime	181	29	368	368	407	39	10.6%	39
Taxes - Social Security	5,931	6,506	7,398	7,078	8,664	1,266	17.1%	1,586
Taxes - Medicare	1,387	1,522	1,730	1,655	2,026	296	17.1%	371
Taxes SUTA/FUTA	234	126	126	342	342	216	171.4%	-
Workers Compensation	288	212	238	230	279	41	17.2%	49
Retirement	13,308	14,479	15,173	16,541	17,705	2,532	16.7%	1,164
Health Insurance	24,749	27,202	29,198	28,705	29,596	398	1.4%	891
Total Personnel Costs	154,207	164,343	173,191	185,544	198,348	25,157	14.5%	12,804
Supplies, Maintenance & Operations								
Supplies and Consumables	1,659	1,593	1,700	1,700	1,900	200	11.8%	200
Minor Equipment and Furniture	1,905	4,637	200	200	200	-	0.0%	-
Uniforms	129	121	150	150	150	-	0.0%	-
Court Technology	1,529	5,800	5,500	5,500	2,000	(3,500)	-63.6%	(3,500)
Court Security	43,658	2,722	7,000	7,000	10,820	3,820	54.6%	3,820
Local Youth Diversion Fund	-	-	4,000	-	-	(4,000)	-100.0%	-
Total Supplies, Maintenance & Operations Costs	48,880	14,873	18,550	14,550	15,070	(3,480)	-18.8%	520
Services								
Professional Services	63,068	58,284	66,740	56,740	54,500	(12,240)	-18.3%	(2,240)
Dues/Subscriptions	131	397	400	400	332	(68)	-17.0%	(68)
Training/Seminars & Related Travel	1,458	6,215	9,250	4,350	4,350	(4,900)	-53.0%	-
Meetings and Related Travel	206	40	300	300	300	-	0.0%	-
Employee Appreciation	100	99	100	100	120	20	20.0%	20
Total Services Costs	64,962	65,036	76,790	61,890	59,602	(17,188)	-22.4%	(2,288)
Total Departmental Budget	**268,049**	**244,252**	**268,531**	**261,984**	**273,020**	**4,489**	**1.7%**	**11,036**

Public Safety

Expenditure Type	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed 2026-27	Budget v Adopted	Budget v Budget %	Budget v PY Projected
Personnel								
Salaries	2,022,937	2,002,263	2,389,067	2,292,006	2,560,132	171,065	7.2%	268,126
Overtime	81,177	55,153	36,532	49,317	38,702	2,170	5.9%	(10,615)
Taxes - Social Security	128,790	130,851	150,387	138,749	161,128	10,741	7.1%	22,379
Taxes - Medicare	30,121	30,603	35,171	32,449	37,683	2,512	7.1%	5,234
Taxes SUTA/FUTA	3,529	1,851	1,890	5,198	5,130	3,240	171.4%	(68)
Workers Compensation	80,098	48,392	52,911	51,280	53,894	983	1.9%	2,614
Retirement	259,222	255,295	308,431	295,772	329,272	20,841	6.8%	33,500
Health Insurance	225,771	208,499	266,886	240,712	266,806	(80)	0.0%	26,094
Uniform Allowance	20,500	19,500	-	-	-	-	0.0%	-
Relocation Allowance	7,281	14,839	-	-	-	-	0.0%	-
Allowance for Vacancies	-	-	(194,190)	-	(194,127)	63	0.0%	(194,127)
Project Allocations	-	(2,722)	-	(4,500)	(4,500)	(4,500)	0.0%	-
Total Personnel Costs	2,859,426	2,764,524	3,047,085	3,100,983	3,254,120	207,035	6.8%	153,137
Supplies, Maintenance & Operations								
Supplies and Consumables	5,253	5,896	3,500	5,000	6,900	3,400	97.1%	1,900
Minor Equipment and Furniture	37,777	39,153	38,445	38,445	18,250	(20,195)	-52.5%	(20,195)
Fuel	45,170	44,434	43,000	43,000	43,000	-	0.0%	-
Uniforms	14,773	21,076	43,500	43,500	43,500	-	0.0%	-
Vehicle Maintenance/Repairs	15,069	17,001	20,880	20,880	22,680	1,800	8.6%	1,800
Total Supplies, Maintenance & Operations Costs	118,042	127,561	149,325	150,825	134,330	(14,995)	-10.0%	(16,495)
Services								
Professional Services	367,983	335,109	508,755	440,455	446,371	(62,384)	-12.3%	5,916
Dues/Subscriptions	3,387	3,718	4,325	4,545	4,475	150	3.5%	(70)
Training/Seminars & Related Travel	24,000	15,086	23,300	23,300	23,300	-	0.0%	-
Meetings and Related Travel	95	167	500	500	400	(100)	-20.0%	(100)
Investigations	6,823	4,621	7,500	7,500	7,500	-	0.0%	-
Leose Training	-	-	10,000	10,000	5,000	(5,000)	-50.0%	(5,000)
Asset Forfeiture	-	3,519	21,600	20,768	-	(21,600)	-100.0%	(20,768)
Public Relations	8,380	7,427	8,200	7,200	10,500	2,300	28.0%	3,300
Employee Appreciation	1,813	2,356	2,000	2,000	3,300	1,300	65.0%	1,300

Expenditure Type	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed 2026-27	Budget v Adopted	Budget v Budget %	Budget v PY Projected
Tech/Internet/Software	10,202	46,558	66,604	124,208	91,991	25,387	38.1%	(32,217)
Total Services Costs	422,684	418,560	652,784	640,476	592,837	(59,947)	-9.2%	(47,639)
Capital Outlay & Transfers								
Furniture, Fixtures, Equipment & Vehicles	364,781	121,500	94,000	105,868	111,089	17,089	18.2%	5,221
Lease Principal	10,517	8,751	-	-	-	-		
Lease Interest	860	431	-	-	-	-		
Total Capital Outlay & Transfers Costs	376,158	130,682	94,000	105,868	111,089	17,089	18.2%	5,221
Total Departmental Budget	**3,776,310**	**3,441,327**	**3,943,194**	**3,998,152**	**4,092,376**	**149,182**	**3.8%**	**94,224**

Fire and Emergency Services

Expenditure Type	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed 2026-27	Budget v Budget	Budget v PY Projected	Budget v PY Projected
Supplies, Maintenance & Operations								
Supplies and Consumables	-	-	-	-	-	-	0.0%	-
Buidling Maintenance/Repairs	-	-	-	-	525	525	0.0%	525
Total Supplies, Maintenance & Operations Costs	-	-	-	-	525	525	0.0%	-
Services								
Professional Services	492,105	602,081	1,100,000	1,100,000	1,450,000	350,000	31.8%	350,000
Total Services Costs	492,105	602,081	1,100,000	1,100,000	1,450,000	350,000	31.8%	350,000
Total Departmental Budget	**492,105**	**602,081**	**1,100,000**	**1,100,000**	**1,450,525**	**350,525**	**31.9%**	**350,000**

Expenditure Type	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed 2026-27	Budget v Adopted	Budget v Budget %	Budget v PY Projected
Maintenance								
Personnel								
Salaries	463,062	479,497	604,537	574,342	655,385	50,848	8.4%	81,043
Overtime	14,092	9,030	6,541	16,788	7,832	1,291	19.7%	(8,956)
Taxes - Social Security	28,686	30,239	37,887	33,437	41,119	3,232	8.5%	7,682
Taxes - Medicare	6,709	7,072	8,861	7,820	9,617	756	8.5%	1,797
Taxes SUTA/FUTA	1,427	1,034	756	1,744	2,052	1,296	171.4%	308
Workers Compensation	21,015	15,945	17,484	16,943	18,820	1,336	7.6%	1,877
Retirement	58,794	61,737	77,699	74,426	84,030	6,331	8.1%	9,604
Health Insurance	79,291	76,165	97,800	114,090	137,342	39,542	40.4%	23,252
Allowance for Vacancies	-	-	(49,500)	-	(50,972)	(1,472)	3.0%	(50,972)
Project Allocation	-	(527)	-	(2,304)	-	-	0.0%	2,304
Total Personnel Costs	673,076	680,192	802,065	837,287	905,225	103,160	12.9%	65,634
Supplies, Maintenance & Operations								
Supplies and Consumables	9,174	7,895	8,250	8,250	10,200	1,950	23.6%	1,950
Minor Equipment and Furniture	13,645	18,141	13,950	13,950	14,950	1,000	7.2%	1,000
Fuel	21,397	18,840	15,500	15,500	15,500	-	0.0%	-
Uniforms	7,638	8,641	8,350	9,100	14,342	5,992	71.8%	5,242
Vehicle Maintenance/Repairs	18,963	14,475	18,000	18,000	18,000	-	0.0%	-
Equipment Maintenance/Repairs	15,170	19,619	17,500	21,000	24,000	6,500	37.1%	3,000
Building Maintenance/Repairs	59,324	30,989	28,063	32,343	29,550	1,487	5.3%	(2,793)
Landscaping & Greenspace Maintenance	3,539	12,458	5,500	5,500	5,500	-	0.0%	-
Street Maintenance	22,464	20,775	45,000	35,000	30,000	(15,000)	-33.3%	(5,000)
Drainage	5,919	12,947	20,000	10,000	15,000	(5,000)	-25.0%	5,000
Total Supplies, Maintenance & Operations Costs	177,235	164,779	180,113	168,643	177,042	(3,071)	-1.7%	8,399
Services								
Professional Services	10,733	584	28,644	18,644	20,200	(8,444)	-29.5%	1,556
Dues/Subscriptions	164	405	932	932	1,035	103	11.1%	103
Training/Seminars & Related Travel	8,318	2,490	15,125	29,125	24,150	9,025	59.7%	(4,975)
Meetings and Related Travel	347	194	400	400	600	200	50.0%	200
Employee Appreciation	393	472	600	600	720	120	20.0%	120

Expenditure Type	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed 2026-27	Budget v Adopted	Budget v Budget %	Budget v PY Projected
Tech/Internet/Software	11,331	9,044	25,061	20,061	23,310	(1,751)	-7.0%	3,249
Total Services Costs	31,285	13,189	70,762	69,762	70,015	(747)	-1.1%	253
Capital Outlay & Transfers								
Furniture, Fixtures, Equipment & Vehicles	213,023	229,086	73,968	74,935	25,448	(48,520)	-65.6%	(49,487)
Total Capital Outlay & Transfers Costs	213,023	229,086	73,968	74,935	25,448	(48,520)	-65.6%	(49,487)
Total Departmental Budget	**1,094,619**	**1,087,247**	**1,126,908**	**1,150,627**	**1,177,730**	**50,822**	**4.5%**	**24,799**

Building Codes and Permits

Expenditure Type	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed 2026-27	Budget v Adopted	Budget v Budget %	Budget v PY Projected
Personnel								
Salaries	169,509	240,625	249,773	237,905	278,480	28,707	11.5%	40,575
Overtime	153	-	469	623	508	39	8.3%	(115)
Taxes - Social Security	10,030	14,948	15,515	14,048	17,297	1,782	11.5%	3,249
Taxes - Medicare	2,346	3,496	3,629	3,286	4,045	416	11.5%	759
Taxes SUTA/FUTA	405	252	252	684	684	432	171.4%	-
Workers Compensation	928	855	942	913	1,053	111	11.8%	140
Retirement	20,691	30,506	31,818	30,296	35,348	3,530	11.1%	5,052
Health Insurance	26,224	35,243	38,415	37,236	38,758	343	0.9%	1,522
Total Personnel Costs	230,283	325,925	340,813	324,990	376,173	35,360	10.4%	51,183
Supplies, Maintenance & Operations								
Supplies and Consumables	599	382	675	675	550	(125)	-18.5%	(125)
Minor Equipment and Furniture	1,877	2,144	700	700	3,200	2,500	357.1%	2,500
Fuel	1,867	4,009	5,175	3,175	5,175	-	0.0%	2,000
Uniforms	458	731	770	770	975	205	26.6%	205
Total Supplies, Maintenance & Operations Costs	4,801	7,267	7,320	5,320	9,900	2,580	35.2%	4,580
Services								
Professional Services	26,685	14,944	26,120	16,120	18,120	(8,000)	-30.6%	2,000
Dues/Subscriptions	394	405	515	1,375	1,565	1,050	203.9%	190
Training/Seminars & Related Travel	5,513	5,664	6,200	4,900	7,200	1,000	16.1%	2,300
Meetings and Related Travel	15	31	100	600	600	500	500.0%	-
Employee Appreciation	65	126	200	200	240	40	20.0%	40
Tech/Internet/Software	144	154	155	155	175	20	12.9%	20
Total Services Costs	32,816	21,323	33,290	23,350	27,900	(5,390)	-16.2%	4,550
Capital Outlay & Transfers								
Furniture, Fixtures, Equipment & Vehicles	-	-	39,135	39,392	-	(39,135)	-100.0%	(39,392)
Total Capital Outlay & Transfers Costs	-	-	39,135	39,392	-	(39,135)	-100.0%	(39,392)
Total Departmental Budget	**267,900**	**354,515**	**420,558**	**393,052**	**413,973**	**(6,585)**	**-1.6%**	**20,921**

Expenditure Type	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed 2026-27	Budget v Adopted	Budget v Budget %	Budget v PY Projected
Engineering and Planning								
Personnel								
Salaries	313,430	367,680	445,790	446,390	468,232	22,442	5.0%	21,842
Overtime	360	846	1,302	1,702	1,394	92	7.1%	(308)
Taxes - Social Security	18,779	22,561	27,720	26,263	28,798	1,078	3.9%	2,535
Taxes - Medicare	4,392	5,277	6,483	6,142	6,810	327	5.0%	668
Taxes SUTA/FUTA	495	309	328	889	889	561	171.0%	(0)
Workers Compensation	1,114	873	974	943	1,024	50	5.1%	81
Retirement	38,638	46,369	56,848	56,991	59,502	2,654	4.7%	2,511
Health Insurance	30,389	38,472	52,487	50,531	52,385	(102)	-0.2%	1,854
Project Allocation	-	(20,130)	(110,000)	(65,000)	(110,000)	-		
Total Personnel Costs	407,596	462,256	481,932	524,851	509,034	27,102	5.6%	29,183
Supplies, Maintenance & Operations								
Supplies and Consumables	9,891	10,315	9,500	9,500	10,905	1,405	14.8%	1,405
Minor Equipment and Furniture	1,547	4,825	1,350	1,350	2,350	1,000	74.1%	1,000
Fuel	4,388	2,355	3,175	1,675	2,000	(1,175)	-37.0%	325
Uniforms	830	1,878	1,600	1,600	1,570	(30)	-1.9%	(30)
Street Maintenance	769,680	791,038	831,511	893,419	850,000	18,489	2.2%	(43,419)
Oak Wilt Program	10,000	15,000	25,000	35,000	25,000	-	0.0%	(10,000)
Tree and Landscape Protection	-	21,639	13,000	13,000	13,000	-	0.0%	-
City Approved Events	-	25	4,850	5,960	4,850	-	0.0%	(1,110)
Total Supplies, Maintenance & Operations Costs	796,336	847,076	889,986	961,504	909,675	19,689	2.2%	(51,829)
Services								
Professional Services	140,407	99,066	70,000	70,000	70,000	-	0.0%	-
Dues/Subscriptions	626	1,923	2,665	2,665	2,867	202	7.6%	202
Training/Seminars & Related Travel	8,642	11,772	22,100	19,600	21,345	(755)	-3.4%	1,745
Meetings and Related Travel	477	259	600	600	500	(100)	-16.7%	(100)
Employee Appreciation	172	567	400	400	480	80	20.0%	80
Tech/Internet/Software	6,736	7,761	13,177	13,247	19,310	6,133	46.5%	6,063

Expenditure Type	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed 2026-27	Budget v Adopted	Budget v Budget %	Budget v PY Projected
Total Services Costs	157,058	121,349	108,942	106,512	114,502	5,560	5.1%	7,990
Capital Outlay & Transfers								
Furniture, Fixtures, Equipment & Vehicles	7,016	-	-	-	36,400	36,400	0.0%	36,400
Total Capital Outlay & Transfers Costs	7,016	-	-	-	36,400	36,400	0.0%	36,400
Total Departmental Budget	**1,368,006**	**1,430,681**	**1,480,860**	**1,592,867**	**1,569,611**	**88,751**	**6.0%**	**21,744**

Non-Departmental and Shared

Expenditure Type	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed 2026-27	Budget v Adopted	Budget v Budget %	Budget v PY Projected
Supplies, Maintenance & Operations								
Supplies and Consumables	4,342	5,657	7,400	7,400	7,600	200	2.7%	200
Building Maintenance/Repairs	-	3,245	26,000	30,725	-	(26,000)	-100.0%	(30,725)
Emergency Response	-	-	500	2,000	500	-	0.0%	
Total Supplies, Maintenance & Operations Costs	4,342	8,902	33,900	40,125	8,100	(25,800)	-76.1%	(30,525)
Services								
Training/Seminars & Related Travel	-	-	-	-	2,000	2,000	0.0%	2,000
Public Relations and Events	-	-	15,500	47,589	45,500	30,000	193.5%	(2,089)
Total Services Costs	-	-	15,500	47,589	47,500	32,000	206.5%	(89)
Shared Services								
Facility Contracts & Services	27,563	61,989	83,939	33,939	97,269	13,330	15.9%	63,330
Postage	3,445	2,130	4,125	2,625	4,125	-	0.0%	1,500
General Liability Insurance	88,746	90,235	100,085	97,294	88,000	(12,085)	-12.1%	(9,294)
Electricity	38,585	40,908	44,000	46,000	45,000	1,000	2.3%	(1,000)
Total Shared Services Costs	158,339	195,262	232,149	179,858	234,394	2,245	1.0%	54,536
Capital Outlay & Transfers								
Transfer to SAP Fund 02	813,526	370,000	163,717	163,717	220,000	56,283	34.4%	56,283
Transfer to Equip Repl Fund 31	301,945	373,138	359,500	359,500	396,000	36,500	10.2%	36,500
Transfer to Other Funds	-	23,496	-	-	-			
Lease Principal	428	451	-	-	-	-	0.0%	-
Lease Interest	40	17	-	-	-	-	0.0%	-
Total Capital Outlay & Transfers Costs	1,115,939	767,101	523,217	523,217	616,000	92,783	17.7%	92,783
Total Departmental Budget	**1,278,620**	**971,265**	**804,766**	**790,789**	**905,994**	**101,228**	**12.6%**	**116,705**

Governmental Strategic & Capital Projects Fund

	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed 2026-27
Beginning Fund Balance	**3,269,573**	**2,297,490**	**1,089,978**	**1,089,978**	**503,061**
Revenues:					
Transfer from General Fund	813,526	370,000	163,717	163,717	220,000
Total Revenue	**813,526**	**370,000**	**163,717**	**163,717**	**220,000**
Responsible Growth Mangement					
Comprehensive Plan Update	-	-	-	-	200,000
Reliable and Sustainable Infrastructure					
City Civic Center	140,875	58,958	-	-	-
City Hall Renovation	181,581	49,094	-	-	-
City Facilities Plan	-	-	100,000	100,000	-
Post Oak Trail Widening	27,701	-	-	-	-
Dietz Elkhorn Reconstruction	277,003	170,615	-	61,811	-
Dietz Elkhorn Sidewalk	46,998	7,369	-	-	-
Drainage CIP #5 Rolling Acres Trail	-	167,848	-	-	-
Drainage CIP #34 Tivoli Way	760,186	755,028	-	-	-
Bond Development Program	25,874	-	-	-	-
Drainage CIP #41 Triple Crown	-	-	-	-	253,094
Drainage CIP #35 Chartwell Lane	238	4,604	-	185,166	-
Old Fredericksburg Road	-	-	-	205,882	-
Drainage CIP #15 Delta Dawn	238	-	-	-	-
Drainage CIP #2 8472 Rolling Acres Trail	-	125	162,240	-	-
Drainage CIP #4 8040 Rolling Acres Trail	-	2,380	162,240	4,350	-
Drainage CIP #42 Vestal Park Culvert	-	6,952	-	-	-
Front Gate Left Turn Lane	-	-	-	90,000	-
Drainage CIP #43 Triple Crown	-	-	-	-	269,967
Public Health, Safety, and Welfare				-	
Fire Station #3 Upgrades	111,813	40,034	200,000	36,000	-

	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed 2026-27
Operational Excellence					
Compensation and Benefit Plan Study	-	27,150	-	2,850	-
Employee Handbook	-	5,189	-	-	-
Communications and Marketing Strategy	42,178	207,170	-	-	-
City Records Digitization Program	-	-	-	-	-
Fuel Station	97,150	-	-	-	-
3rd Party Scanning	-	65	-	39,935	-
IT Master Plan	-	74,931	-	(11,919)	-
Strategic Planning	-	-	35,000	36,559	-
Total Expenditures	**1,785,609**	**1,577,512**	**659,480**	**750,635**	**723,061**
Total Change in Fund Balance	(972,083)	(1,207,512)	(495,763)	(586,918)	(503,061)
Ending Fund Balance	**2,297,490**	**1,089,978**	**594,215**	**503,061**	**(0)**

Debt Service Fund

	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed 2026-27
Beginning Fund Balance	**77,976**	**104,949**	**33,681**	**33,681**	**52,062**
Revenues:					
General Property-I & S	556,341	905,994	794,365	801,131	1,032,650
Delinquent Property	4,363	5,871	4,000	7,000	4,000
Penalty & Interest	2,232	3,645	2,500	3,500	2,500
Interest Income on Investments	17,599	6,213	7,500	6,000	7,500
Total Revenue	**580,535**	**921,724**	**808,365**	**817,631**	**1,046,650**
Expenditures:					
Bond Principal	470,000	785,000	600,000	600,000	785,000
Bond Interest Payable	83,163	207,392	198,450	198,450	310,450
Bond Agent Fees	400	600	-	800	1,200
Total Expenditures	**553,563**	**992,992**	**798,450**	**799,250**	**1,096,650**
Revenue Over / (Under) Expenditures	**26,973**	**(71,268)**	**9,915**	**18,381**	**(50,000)**
Ending Fund Balance	**104,949**	**33,681**	**43,596**	**52,062**	**2,062**

Bond Capital Fund

	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed 2026-27
Beginning Fund Balance	**-**	**3,596,650**	**3,162,586**	**3,162,586**	**3,604,031**
Revenues:					
Developer Contributions	-	-	-	150,000	-
Bond Proceeds	3,550,000	-	-	11,300,000	-
Bond Premium	181,669	-	-	-	-
Interest Income	11,650	152,901	120,000	115,000	120,000
Total Revenue	**3,743,319**	**152,901**	**120,000**	**11,565,000**	**120,000**
Expenditures:					
Bond Issuance Fees	146,669	-	-	-	-
Dietz Elkhorn Rdwy Construction	-	-	-	4,300,000	-
Rolling Acres Rdwy Construction	-	-	315,000	315,000	315,000
Ammann Rdwy Construction	-	428,071	108,555	6,508,555	-
Battle Intense Rdwy Construction	-	158,892	-	-	-
Total Expenditures	**146,669**	**586,964**	**423,555**	**11,123,555**	**315,000**
Revenue Over / (Under) Expenditures	**3,596,650**	**(434,063)**	**(303,555)**	**441,445**	**(195,000)**
Ending Fund Balance	**3,596,650**	**3,162,586**	**2,859,031**	**3,604,031**	**3,409,031**

Court Security & Technology Fund

	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed 2026-27
Beginning Fund Balance	**-**	**-**	**2,044**	**2,044**	**10,084**
Revenues:					
Court Security & Technology	-	2,044	-	7,825	8,500
Interest Income	-	-	-	215	125
Transfer from Other Funds	-	-	-	-	-
Total Revenue	**-**	**2,044**	**-**	**8,040**	**8,625**
Expenditures					
Salaries	-	-	-	-	-
Minor Equipment	-	-	-	-	9,000
Professional Services	-	-	-	-	-
Tech/Internet/Software Maintenance	-	-	-	-	-
Total Expenditures	**-**	**-**	**-**	**-**	**9,000**
Revenue Over / (Under) Expenditures	**-**	**2,044**	**-**	**8,040**	**(375)**
Ending Fund Balance	**-**	**2,044**	**2,044**	**10,084**	**9,709**

Court Efficiency Fund

	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed 2026-27
Beginning Fund Balance	**-**	**-**	**1,951**	**1,951**	**2,306**
Revenues:					
Court Efficiency	-	270	-	275	360
Interest Income	-	-	-	80	30
Transfer from General Fund	-	1,681	-	-	-
Total Revenue	**-**	**1,951**	**-**	**355**	**390**
Expenditures					
Supplies	-	-	-	-	-
Minor Equipment	-	-	-	-	2,400
Professional Services	-	-	-	-	-
Total Expenditures	**-**	**-**	**-**	**-**	**2,400**
Revenue Over / (Under) Expenditures	**-**	**1,951**	**-**	**355**	**(2,010)**
Ending Fund Balance	**-**	**1,951**	**1,951**	**2,306**	**296**

Court Youth Diversion Fund

	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed 2026-27
Beginning Fund Balance	**-**	**-**	**25,842**	**25,842**	**27,592**
Revenues:					
Court Youth Diversion	-	4,308	-	4,750	5,020
Interest Income	-	-	-	1,000	600
Transfer from General Fund	-	21,534	-	-	-
Total Revenue	**-**	**25,842**	**-**	**5,750**	**5,620**
Expenditures					
Salaries	-	-	-	-	-
Supplies	-	-	-	4,000	4,000
Minor Equipment	-	-	-	-	-
Professional Services	-	-	-	-	-
Total Expenditures	**-**	**-**	**-**	**4,000**	**4,000**
Revenue Over / (Under) Expenditures	**-**	**25,842**	**-**	**1,750**	**1,620**
Ending Fund Balance	**-**	**25,842**	**25,842**	**27,592**	**29,212**

Court Jury Fund

	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed 2026-27
Beginning Fund Balance	**-**	**-**	**364**	**364**	**454**
Revenues:					
Court Jury Revenue	-	83	-	75	120
Interest Income	-	-	-	15	-
Transfer from General Fund	-	281	-	-	-
Total Revenue	**-**	**364**	**-**	**90**	**120**
Expenditures					
Supplies	-	-	-	-	-
Minor Equipment	-	-	-	-	-
Professional Services	-	-	-	-	540
Total Expenditures	**-**	**-**	**-**	**-**	**540**
Revenue Over / (Under) Expenditures	**-**	**364**	**-**	**90**	**(420)**
Ending Fund Balance	**-**	**364**	**364**	**454**	**34**

Vehicle and Equipment Replacement Fund

	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed 2026-27
Beginning Fund Balance	**1,140,475**	**1,220,166**	**1,542,604**	**1,542,604**	**1,762,942**
Revenues:					
Transfer from General Fund	301,945	373,138	359,500	359,500	396,000
Total Revenue	**301,945**	**373,138**	**359,500**	**359,500**	**396,000**
Transfers					
Transfer to General Fund for Purchases	222,254	50,700	133,135	139,162	113,194
Total Expenditures	**222,254**	**50,700**	**133,135**	**139,162**	**113,194**
Revenue Over / (Under) Expenditures	**79,691**	**322,438**	**226,365**	**220,338**	**282,806**
Ending Fund Balance	**1,220,166**	**1,542,604**	**1,768,969**	**1,762,942**	**2,045,748**

Scheduled Replacements:	
Patrol Car	82,000
Replace Ford Focus	6,194
IT Workstation Replacements	25,000
	113,194

Consolidated Utility Budget by Fund
Summary

	Water Operations	Wastewater Operations	Water Capital	Wastewater Capital	Water Impact Fees	Wastewater Impact Fees	Utility Equip. Repl	Utility Fund Total
Utility Operating Revenues	5,386,742	2,224,300			200,000	175,000		7,986,042
Utility Operating Expenses								
Personnel	1,193,030	1,171,498						2,364,528
Supplies, Maintenance & Operations	2,851,175	617,339						3,468,514
Services	397,052	114,096						511,148
Total Utility Operating Expenses	4,441,257	1,902,933	-	-	-	-	-	6,344,190
Operating Income/(Loss)	945,485	321,367	-	-	200,000	175,000	-	1,641,852
Non-Operating Revenues (Expenses)								
Non-Operating Revenues	250,000	200,000	3,500,000	-	-	-		3,950,000
Capital Outlay	(190,056)	(28,380)	(5,203,674)	(811,763)				(6,233,873)
Depreciation	(750,000)	(450,000)						(1,200,000)
GAAP Adjustments	1,893,730	840,143						2,733,873
Debt Service Costs	(522,535)	(244,331)						(766,866)
Transfers Out	(128,500)	(90,500)			(200,000)	(175,000)	-	(594,000)
Transfers In	-	-	200,000	175,000			219,000	594,000
Total Non-Operating Revenue (Expenses)	552,639	226,932	(1,503,674)	(636,763)	(200,000)	(175,000)	219,000	(1,516,866)
Net Income/(Loss)	**1,498,124**	**548,299**	**(1,503,674)**	**(636,763)**	**-**	**-**	**219,000**	**124,986**

Water Utility All Funds Summary
Proposed Budget

	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed Budget 2026-27	Budget v Budget	Budget v Budget %	Budget v PY Projected
Water Operating Revenues	5,034,819	5,507,480	5,715,486	5,620,270	5,586,742	(128,744)	-2.3%	(33,528)
Water Operating Expenses								
Personnel	950,159	1,057,796	1,048,631	1,103,148	1,193,030	144,399	13.8%	89,882
Supplies, Maintenance & Operations	2,463,423	2,493,559	2,845,038	2,837,233	2,851,175	6,137	0.2%	13,942
Services	141,837	293,056	339,791	339,791	397,052	57,261	16.9%	57,261
Total Water Operating Expenses	3,555,419	3,844,410	4,233,460	4,280,172	4,441,257	207,797	4.9%	161,085
Depreciation	(592,159)	(643,774)	(550,000)	(700,000)	(750,000)	(200,000)	36.4%	(50,000)
Operating Income after Depreciation	887,241	1,019,296	932,026	640,098	395,485	(336,541)	-36.1%	(194,613)
Non-Operating Revenues (Expenses)								
Non-Operating Revenues	216,683	346,110	200,000	420,000	250,000	50,000	25.0%	(170,000)
Capital Outlay	(852,999)	(2,242,497)	(7,390,830)	(11,989,018)	(5,393,730)	1,997,100	-27.0%	6,595,288
GAAP Adjustments	842,670	2,207,166	6,640,830	9,389,018	1,893,730	(4,747,100)	-71.5%	(7,495,288)
Debt Service Expense	(124,880)	(286,543)	(103,927)	(308,970)	(522,535)	(418,608)	402.8%	(213,565)
Transfers Out	(552,985)	(3,444,053)	(7,169,155)	(6,969,155)	(328,500)	6,840,655	-95.4%	6,640,655
Transfers In	644,951	3,364,383	7,286,504	7,086,504	200,000	(7,086,504)	-97.3%	(6,886,504)
Total Non-Operating Revenues (Expenses)	173,440	(55,436)	(536,578)	(2,371,621)	(3,901,035)	(3,364,457)	627.0%	(1,529,414)
Net Income/(Loss)	**1,060,680**	**963,860**	**395,448**	**(1,731,523)**	**(3,505,550)**	**(3,700,998)**	**-935.9%**	**(1,724,027)**

Water Utility Fund Revenue
Proposed Budget

	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed Budget 2026-27	Budget v Budget	Budget v Budget %	Budget v PY Projected
Water Operating Revenues								
Water Revenue Residential	3,752,222	3,807,987	3,910,769	3,910,769	3,943,551	32,782	0.8%	32,782
Water Debt Service	284,559	935,221	938,914	938,914	1,085,319	146,405	15.6%	146,405
Water Capital	285,723	104,659	105,155	105,155	-	(105,155)	-100.0%	(105,155)
Water Impact Fees	217,396	140,395	-	-	-	-	0.0%	-
Water Revenue Commercial	147,704	147,865	180,094	180,094	150,412	(29,682)	-16.5%	(29,682)
Water Contract Commercial	177,354	177,354	177,354	59,118	-	(177,354)	-100.0%	(59,118)
Water Revenue Non Potable	39,986	37,211	74,000	74,000	74,740	740	1.0%	740
Water Service Connect Fees	28,965	24,505	30,000	22,000	30,300	300	1.0%	8,300
Water Penalties	48,426	36,081	48,000	48,000	48,720	720	1.5%	720
Water-Bad Debts	(5,609)	(4,066)	(4,000)	(4,000)	(4,000)	-	0.0%	-
Water Grant Revenue	-	-	-	12,520	-	-	0.0%	(12,520)
SECO EECBG	-	-	-	-	-	-	0.0%	-
Misc./Special Requests	145	3,982	500	500	500	-	0.0%	-
Third Party Reimbursement	963	1,117	3,500	7,000	6,000	2,500	71.4%	(1,000)
Permits/Variances	475	25	1,200	1,200	1,200	-	0.0%	-
Credit Card Service Fee	56,510	61,995	50,000	65,000	50,000	-	0.0%	(15,000)
Sale of Assets	-	33,151	-	-	-	-	0.0%	-
Total Operating Revenues	5,034,819	5,507,480	5,515,486	5,420,270	5,386,742	(128,744)	-2.3%	(33,528)
Water Non-Operating Revenues								
Water Interest Income	216,683	346,110	200,000	420,000	250,000	50,000	25.0%	(170,000)
Total Non-Operating Revenues	216,683	346,110	200,000	420,000	250,000	50,000	25.0%	(170,000)
Total Water Revenues	**5,251,502**	**5,853,590**	**5,715,486**	**5,840,270**	**5,636,742**	**(78,744)**	**-1.4%**	**(203,528)**

Water Utility Fund Operating Expense
Proposed Budget

	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed Budget 2026-27	Budget v Budget	Budget v Budget %	Budget v PY Projected
Operating Expenses								
Service Salaries	238,706	263,994	285,070	306,777	360,453	75,383	26.4%	53,676
Service Overtime	11,397	14,576	7,734	14,734	9,884	2,150	27.8%	(4,850)
Service Taxes - FICA	15,310	18,657	18,154	18,857	22,961	4,807	26.5%	4,104
Service Taxes - MEDICARE	3,581	4,363	4,246	4,410	5,370	1,124	26.5%	960
Service Workers' Comp	9,215	6,227	6,410	6,231	8,055	1,645	25.7%	1,824
Service Taxes - SUTA/FUTA	660	422	347	941	1,069	722	208.1%	129
Service Retirement	34,321	81,637	37,230	40,831	46,922	9,692	26.0%	6,091
Service Insurance	43,032	44,116	52,341	52,891	61,459	9,118	17.4%	8,568
Water Service OPEB	-	-	-	-	-	-	0.0%	-
Water Service Allowance for Vacancies	-	-	(20,000)	-	(20,000)	-	0.0%	(20,000)
Administration Salaries	456,889	121,711	122,177	124,444	133,421	11,244	9.2%	8,977
Administration Overtime	262	2	62	133	62	-	0.0%	(71)
Administration Taxes - FICA	26,377	8,608	7,499	7,185	8,133	634	8.5%	948
Administration Taxes - MEDICARE	6,181	2,028	1,772	1,697	1,936	164	9.3%	239
Administration Workers' Comp	1,278	221	244	236	267	23	9.4%	31
Administration Taxes - SUTA/FUTA	657	113	98	250	265	167	170.4%	15
Administration Retirement	55,075	13,609	15,543	15,358	16,912	1,369	8.8%	1,554
Administration Insurance	47,217	13,131	15,620	14,541	15,657	37	0.2%	1,116
Administration OPEB	-	-	-	-	-	-	0.0%	-
Project Allocation	-	(264)	-	(1,152)	-	-	0.0%	1,152
HR & Communications Salaries	-	69,203	52,308	51,960	54,454	2,146	4.1%	2,494
HR & Communications Overtime	-	-	-	-	-	-	0.0%	-
HR & Communications Taxes - FICA	-	4,746	3,243	2,988	3,376	133	4.1%	388
HR & Communications Taxes - MEDICARE	-	1,110	758	699	790	32	4.2%	91
HR & Communications Workers' Comp	-	129	105	103	109	4	3.8%	6
HR & Communications Taxes - SUTA/FUTA	-	47	32	86	86	54	168.8%	1
HR & Communications Retirement	-	8,705	6,651	7,137	6,899	248	3.7%	(238)
HR & Communications Insurance	-	4,817	3,318	3,139	3,239	(79)	-2.4%	101
Finance Salaries	-	111,384	113,581	116,321	123,267	9,686	8.5%	6,946
Finance Overtime	-	-	83	83	-	(83)	-100.0%	(83)
Finance Taxes - FICA	-	7,648	7,047	6,634	7,643	596	8.5%	1,009
Finance Taxes - MEDICARE	-	1,789	1,648	1,551	1,787	139	8.4%	236
Finance Workers' Comp	-	204	227	220	247	20	8.8%	27
Finance Taxes - SUTA/FUTA	-	79	79	214	214	135	170.9%	0

	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed Budget 2026-27	Budget v Budget	Budget v Budget %	Budget v PY Projected
Finance Retirement	-	13,875	14,452	14,742	15,618	1,166	8.1%	876
Finance Insurance	-	15,321	16,235	17,300	17,521	1,286	7.9%	221
Information Technology Salaries	-	44,007	49,253	44,158	48,309	(944)	-1.9%	4,151
Information Technology Taxes - FICA	-	3,138	3,054	2,603	2,995	(59)	-1.9%	392
Information Technology Taxes - MEDICARE	-	734	714	609	700	(14)	-2.0%	91
Information Technology Workers' Comp	-	89	99	96	97	(2)	-2.0%	1
Information Technology Taxes - SUTA/FUTA	-	32	32	100	86	54	168.8%	(14)
Information Technology Retirement	-	6,008	6,263	5,596	6,121	(142)	-2.3%	525
Information Technology Insurance	-	5,009	5,292	4,170	4,367	(925)	-17.5%	197
Engineering & Planning Salaries	-	123,564	139,891	871	148,692	8,801	6.3%	147,821
Engineering & Planning Overtime	-	423	651	144,187	697	46	7.1%	(143,490)
Engineering & Planning Taxes - FICA	-	9,053	8,714	8,441	9,103	389	4.5%	662
Engineering & Planning Taxes - MEDICARE	-	2,118	2,038	1,974	2,166	128	6.3%	192
Engineering & Planning Workers' Comp	-	294	321	311	341	20	6.2%	30
Engineering & Planning Taxes - SUTA/FUTA	-	101	98	265	265	167	170.4%	(0)
Engineering & Planning Retirement	-	17,682	17,870	18,387	18,928	1,058	5.9%	541
Engineering & Planning Insurance	-	13,338	14,939	14,380	14,879	(60)	-0.4%	499
Communications Salaries	-	-	19,006	19,425	20,750	1,744	9.2%	1,325
Communications Taxes - FICA	-	-	1,178	1,161	1,286	108	9.2%	125
Communications Taxes - MEDICARE	-	-	276	272	301	25	9.1%	29
Communications Workers' Comp	-	-	38	35	42	4	10.5%	7
Communications Taxes - SUTA/FUTA	-	-	16	43	43	27	168.8%	0
Communications Retirement	-	-	2,417	2,460	2,629	212	8.8%	169
Communications Insurance	-	-	2,157	2,064	2,157	-	0.0%	93
Uniforms	6,386	5,806	6,718	6,718	7,975	1,257	18.7%	1,257
Power	126,817	151,340	150,000	150,000	150,000	-	0.0%	-
Maintenance of Plants/Lines	197,145	145,980	150,000	154,422	150,000	-	0.0%	(4,422)
Analysis Fees	10,601	10,867	12,300	12,300	12,300	-	0.0%	-
Chemicals	5,932	6,249	6,500	6,500	6,500	-	0.0%	-
City Management Fee	205,872	206,676	217,111	211,199	208,435	(8,676)	-4.0%	(2,764)
Equipment Maintenance	7,768	13,722	16,400	16,400	16,560	160	1.0%	160
Equipment Gas & Oil	15,451	16,870	15,000	15,000	16,500	1,500	10.0%	1,500
GBRA Water Fees	1,522,466	1,575,572	1,800,325	1,800,325	1,850,000	49,675	2.8%	49,675
Equipment Lease	-	-	300	300	300	-	0.0%	-
Tools & Minor Equipment	12,085	8,696	12,950	12,950	11,125	(1,825)	-14.1%	(1,825)
Training	14,908	17,252	25,500	25,500	28,214	2,714	10.6%	2,714
Utilities & Radio	24,728	26,384	36,750	36,785	38,538	1,788	4.9%	1,753
Signal & Telemetry	-	-	585	585	135	(450)	-76.9%	(450)
Water Building Maintenance	4,686	3,653	9,900	9,900	4,900	(5,000)	-50.5%	(5,000)
Supplies & Consumables	5,012	4,468	3,700	3,700	3,700	-	0.0%	-

	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed Budget 2026-27	Budget v Budget	Budget v Budget %	Budget v PY Projected
Vehicle Maintenance/Repair	4,944	7,936	7,000	7,000	7,000	-	0.0%	-
Water Inventory Adjustment	-	-	-	-	-	-	0.0%	-
Utilities & Telephone	8,757	8,469	8,565	8,565	8,565	-	0.0%	-
Dues & Publications	886	2,344	2,998	2,998	3,783	785	26.2%	785
Water Professional Services	141,837	293,056	339,791	339,791	397,052	57,261	16.9%	57,261
Permit & Licenses	8,437	8,903	8,936	8,936	9,858	922	10.3%	922
General Libility Insurance	35,029	44,121	54,115	54,115	54,115	-	0.0%	-
Office Supplies	2,339	3,552	4,084	4,084	4,084	-	0.0%	-
Travel & Meetings	2,911	170	1,200	1,200	1,200	-	0.0%	-
Software & Computer	156,830	135,496	214,950	208,600	177,064	(37,886)	-17.6%	(31,536)
Recording/Reporting	-	380	500	500	500	-	0.0%	-
Postage	441	376	689	689	689	-	0.0%	-
Building/Equip Maintenance	-	-	150	150	150	-	0.0%	-
Conservation Ed & Newsletter	698	-	1,370	1,370	1,370	-	0.0%	-
Billing Statement Charges	4,020	4,250	4,200	4,200	4,300	100	2.4%	100
Billing Postage	10,758	12,559	11,000	11,000	12,500	1,500	13.6%	1,500
Copier Lease	193	17	1,789	1,789	1,789	-	0.0%	-
Public Relations	4,206	1,411	2,250	2,250	1,250	(1,000)	-44.4%	(1,000)
Employment Costs	284	829	1,338	1,338	1,751	413	30.9%	413
Employee Appreciation	4,196	5,317	5,615	5,615	5,775	160	2.8%	160
Water Miscellaneous	-	-	250	250	250	-	0.0%	-
Credit Card Service Fee	58,636	63,892	50,000	50,000	50,000	-	0.0%	-
Total Operating Expenses	**3,555,419**	**3,844,410**	**4,233,460**	**4,280,172**	**4,441,257**	**207,797**	**4.9%**	**161,085**

Water Utility Fund
Capital, Debt and Non-Cash Expenses
Proposed Budget

	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed Budget 2026-27	Budget v Budget	Budget v Budget %	Budget v PY Projected
Capital Outlays								
Operational Capital	289,454	191,642	289,240	321,495	173,676	(115,564)	-40.0%	(147,819)
Water Vehicle and Equipment Purchases	197,106	39,989	31,349	162,358	16,380	(14,969)	-47.7%	(145,978)
Total Capital Outlays	486,561	231,631	320,589	483,854	190,056	(130,533)	-40.7%	(293,798)
Debt Service								
Bond Water Issuance Fees	97,200	148,295	-	-	-	-	0.0%	-
Bond Interest Cost	22,224	132,615	103,927	308,970	522,535	418,608	402.8%	213,565
Tax Exempt Lease Interest	232	150	-	-	-	-	0.0%	-
SBITA Interest	5,224	5,483	-	-	-		0.0%	-
Total Debt Service	124,880	286,543	103,927	308,970	522,535	418,608	402.8%	213,565
Non-Cash Adjustments								
Transfer to Veh/Equip Replace Fund	49,866	114,000	114,000	114,000	128,500	14,500	12.7%	14,500
Transfer to Water Capital Fund	503,119	3,330,053	7,055,155	6,855,155	-	(7,055,155)	-100.0%	(6,855,155)
Transfer from ERF	(141,832)	(34,329)	(31,349)	(31,349)	-	31,349	-100.0%	31,349
GAAP Adjustments	(842,670)	(2,207,166)	(6,640,830)	(9,389,018)	(1,893,730)	4,747,100	-71.5%	7,495,288
Water Depreciation	592,159	643,774	550,000	700,000	750,000	200,000	36.4%	50,000
Water Amortization - SBITAs	38,193	41,429	-	-	-	-	0.0%	-
Water Amortization - Leases	1,536	1,536	-	-	-	-	0.0%	-
Total Non-Cash Adjustments	200,372	1,889,298	1,046,976	(1,751,212)	(1,015,230)	(2,062,206)	-197.0%	685,982
Total Non-Operating Expenses	**811,812**	**2,407,472**	**1,471,492**	**(958,388)**	**(302,639)**	**(1,774,131)**	**-120.6%**	**605,749**

Water Strategic and Capital Funds
Proposed Budget

	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed Budget 2026-27
Beginning Fund Balance	**1,397,920**	**1,534,600**	**2,853,787**	**2,853,787**	**1,543,778**
Resources:					
Developer Contributions	-	-	-	540,000	-
Cert of Obligation Proceeds	-	-	-	2,600,000	3,500,000
Transfer from Other Funds	503,119	3,330,053	7,255,155	7,055,155	200,000
Total Transfers	**503,119**	**3,330,053**	**7,255,155**	**10,195,155**	**3,700,000**
Capital Projects					
Elevated Storage Tank	-	552,037	4,367,901	6,021,326	4,803,674
Plant 5 Expansion	17,214	287,492	-	1,239,737	-
Scada Systems Upgrade	-	-	-	-	-
GIS Compatible Work Order System	-	-	-	-	-
Willow Wind/Red Bud Hill	10,702	376,160	-	527,814	-
Old Fredericksburg Rd	4,883	549,726	-	50,127	-
Rolling Acres Trail Rehab	10,104	29,964	-	607,655	-
Well 27 Upgrades	30,000	30,000	-	-	-
Well 31 Upgrades	30,000	30,000	-	-	-
Well 25 Upgrades	30,000	30,000	-	-	-
Well 28 Upgrades	30,000	30,000	-	-	-
Cibolo Creek Waterline Relocation	203,537	-	-	-	-
Upgrade Plant 3 Electrical	-	38,960	100,000	138,960	-
SAWS Emergency Interconnect	-	21,195	352,340	390,787	-
Dietz Elkhorn Road Waterline	-	-	1,500,000	1,778,758	-
Plant 4 Ground Storage Tank	-	-	-	-	400,000
Non-Capital Projects					
Impact Rate Study	-	35,332	-	-	-
GBRA Waterline	-	-	750,000	750,000	-
Total Expenditures	**366,439**	**2,010,866**	**7,070,241**	**11,505,164**	**5,203,674**
Total Change in Fund Balance	136,680	1,319,187	184,914	(1,310,009)	(1,503,674)
Ending Fund Balance	**1,534,600**	**2,853,787**	**3,038,701**	**1,543,778**	**40,104**

Water Impact Fees

	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed Budget 2026-27
Beginning Fund Balance	**-**	**-**	**-**	**-**	**-**
Revenues					
Impact Fee Revenue	-	-	200,000	200,000	200,000
Interest Income	-	-	-	-	-
Total Transfers In	**-**	**-**	**200,000**	**200,000**	**200,000**
Transfers Out:					
Transfer to Other Funds	-	-	-	200,000	200,000
Total Transfers Out	**-**	**-**	**-**	**200,000**	**200,000**
Total Change in Fund Balance	-	-	200,000	-	-
Ending Fund Balance	**-**	**-**	**200,000**	**-**	**-**

Wastewater Utility All Funds Summary
Proposed Budget

	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed Budget 2026-27	Budget v Budget	Budget v Budget %	Budget v PY Projected
Wastewater Operating Revenues	1,997,789	2,243,758	2,357,790	2,298,664	2,399,300	41,510	1.8%	100,636
Wastewater Operating Expenses								
Personnel	1,019,992	1,109,671	1,075,894	1,128,943	1,171,498	95,604	8.9%	42,555
Supplies, Maintenance & Operations	580,608	540,692	709,701	706,253	617,339	(92,362)	-13.0%	(88,914)
Services	40,170	67,870	78,255	78,255	114,096	35,841	45.8%	35,841
Total Wastewater Operating Expenses	1,640,770	1,718,233	1,863,850	1,913,451	1,902,933	39,083	2.1%	(10,518)
Depreciation	(341,013)	(390,507)	(270,600)	(400,600)	(450,000)	(179,400)	66.3%	(49,400)
Operating Income After Depreciation	16,006	135,017	223,340	(15,387)	46,367	2,427	1.1%	111,154
Non-Operating Revenues (Expenses)								
Non-Operating Revenues	210,971	215,101	200,000	200,000	200,000	-	0.0%	-
Capital Outlay	(414,241)	(531,444)	(1,898,857)	(6,352,963)	(840,143)	1,058,714	-55.8%	5,512,820
GAAP Adjustments	406,022	531,444	1,898,857	1,952,963	840,143	(1,058,714)	-55.8%	(1,112,820)
Debt Service Expense	(28,551)	(120,908)	(53,046)	(163,453)	(244,331)	(191,285)	360.6%	(80,878)
Transfers Out	(291,310)	(747,343)	(1,422,000)	(1,247,000)	(265,500)	1,156,500	-81.3%	981,500
Transfers In	395,210	780,442	1,561,349	1,211,349	175,000	(1,386,349)	-88.8%	(1,036,349)
Total Non-Operating Revenues (Expenses)	278,101	127,292	286,303	(4,399,104)	(134,831)	(421,134)	-147.1%	4,264,273
Net Income/(Loss)	**294,106**	**262,309**	**509,643**	**(4,414,491)**	**(88,464)**	**(418,707)**	**-82.2%**	**4,375,427**

Wastewater Utility Fund Revenue
Proposed Budget

	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed Budget 2026-27	Budget v Budget	Budget v Budget %	Budget v PY Projected
Wastewater Operating Revenues								
Sewer Revenue Residential	1,626,221	1,727,265	1,674,810	1,810,684	1,699,932	25,122	1.5%	(110,752)
Sewer Debt Service	54,502	414,227	415,630	415,630	431,523	15,893	3.8%	15,893
Sewer Capital	108,764	-	-	-	-	-	0.0%	-
Sewer Impact Fee	141,614	30,343	-	-	-	-	0.0%	-
Sewer Revenue Commercial	37,120	55,960	59,000	59,000	59,000	-	0.0%	-
Sewer Service Connect Fee	18,200	4,200	25,000	5,000	25,375	375	1.5%	20,375
Sewer Penalties	12,113	12,301	9,000	9,000	9,135	135	1.5%	135
Sewer Bad Debt	(744)	(1,048)	(1,000)	(1,000)	(1,015)	(15)	1.5%	(15)
Sewer Grant Revenue	-	-	-	-	-	-	0.0%	-
Misc/Special Requests	-	509	350	350	350	-	0.0%	-
Third Party Reimbursement	-	-	-	-	-	-	0.0%	-
Sale of Assets	-	-	-	-	-	-	0.0%	-
Total Operating Revenues	1,997,789	2,243,758	2,182,790	2,298,664	2,224,300	41,510	1.9%	(74,364)
Wastewater Non-Operating Revenues								
Sewer Interest Income	210,971	215,101	200,000	200,000	200,000	-	0.0%	-
Total Non-Operating Revenues	210,971	215,101	200,000	200,000	200,000	-	0.0%	-
Total Wastewater Revenues	**2,208,760**	**2,458,859**	**2,382,790**	**2,498,664**	**2,424,300**	**41,510**	**1.7%**	**(148,728)**

Wastewater Utility Fund Operating Expense
Proposed Budget

	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed Budget 2026-27	Budget v Budget	Budget v Budget %	Budget v PY Projected
Operating Expenses								
Service Salaries	312,795	318,836	322,765	346,338	366,453	43,688	13.5%	20,115
Service Overtime	12,872	10,448	8,800	14,809	10,039	1,239	14.1%	(4,770)
Service Taxes - FICA	19,461	22,430	20,557	20,937	23,343	2,786	13.6%	2,406
Service Taxes - Medicare	4,551	5,246	4,808	4,896	5,459	651	13.5%	563
Service Workers' Comp	9,543	7,089	7,238	7,039	8,187	949	13.1%	1,148
Service Taxes - SUTA/FUTA	718	454	378	1,026	1,069	691	182.8%	43
Service Retirement	44,078	89,425	42,158	45,755	47,702	5,544	13.2%	1,947
Service Insurance	45,446	50,798	57,169	55,448	57,632	463	0.8%	2,184
Sewer Service OPEB	-	-	-	-	-	-	0.0%	-
Sewer Service Allowance for Vacancies	-	-	(20,000)	-	(20,000)	-	0.0%	(20,000)
Administration Salaries	438,125	121,711	122,177	124,445	133,421	11,244	9.2%	8,976
Administration Overtime	262	2	62	133	62	-	0.0%	(71)
Administration Taxes - FICA	25,233	8,607	7,499	7,184	8,133	634	8.5%	949
Administration Taxes - Medicare	5,910	2,027	1,772	1,696	1,936	164	9.3%	240
Administration Workers' Comp	1,230	221	244	236	267	23	9.4%	31
Administration Taxes - SUTA/FUTA	622	112	98	250	265	167	170.4%	15
Administration Retirement	52,799	13,608	15,543	15,358	16,912	1,369	8.8%	1,554
Administration Insurance	46,345	11,637	15,620	14,541	15,657	37	0.2%	1,116
Administration OPEB	-	-	-	-	-	-	0.0%	-
Administration Allowance for Vacancies	-	-	-	-	-	-	0.0%	-
Project Allocation	-	(264)	-	(1,152)	-	-	0.0%	1,152
HR & Communications Salaries	-	69,203	52,308	51,960	54,454	2,146	4.1%	2,494
HR & Communications Overtime	-	-	-	-	-	-	0.0%	-
HR & Communications Taxes - FICA	-	4,746	3,243	2,988	3,376	133	4.1%	388
HR & Communications Taxes - MEDICARE	-	1,110	758	699	790	32	4.2%	91
HR & Communications Workers' Comp	-	129	105	103	109	4	3.8%	6
HR & Communications Taxes - SUTA/FUTA	-	47	32	86	86	54	168.8%	1
HR & Communications Retirement	-	8,705	6,651	7,137	6,899	248	3.7%	(238)
HR & Communications Insurance	-	4,817	3,318	3,139	3,239	(79)	-2.4%	100
Finance Salaries	-	111,384	113,581	116,321	123,267	9,686	8.5%	6,946
Finance Overtime	-	-	83	83	-	(83)	-100.0%	(83)
Finance Taxes - FICA	-	7,648	7,047	6,634	7,643	596	8.5%	1,009
Finance Taxes - MEDICARE	-	1,788	1,648	1,551	1,787	139	8.4%	236
Finance Workers' Comp	-	204	227	220	247	20	8.8%	27

	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed Budget 2026-27	Budget v Budget	Budget v Budget %	Budget v PY Projected
Finance Taxes - SUTA/FUTA	-	79	79	214	214	135	170.9%	0
Finance Retirement	-	13,875	14,452	14,742	15,618	1,166	8.1%	876
Finance Insurance	-	15,320	16,235	17,300	17,521	1,286	7.9%	221
Information Technology Salaries	-	44,007	49,253	44,158	48,309	(944)	-1.9%	4,151
Information Technology Overtime	-	-	-	-	-	-	0.0%	-
Information Technology Taxes - FICA	-	3,137	3,054	2,603	2,995	(59)	-1.9%	392
Information Technology Taxes - MEDICARE	-	734	714	609	700	(14)	-2.0%	91
Information Technology Workers' Comp	-	89	99	96	97	(2)	-2.0%	1
Information Technology Taxes - SUTA/FUTA	-	32	32	100	86	54	168.8%	(14)
Information Technology Retirement	-	6,008	6,263	5,247	6,121	(142)	-2.3%	874
Information Technology Insurance	-	5,008	5,292	4,177	4,367	(925)	-17.5%	190
Engineering & Planning Salaries	-	112,986	121,221	125,944	129,906	8,685	7.2%	3,962
Engineering & Planning Overtime	-	423	651	871	697	46	7.1%	(174)
Engineering & Planning Taxes - FICA	-	7,693	7,556	7,344	7,938	382	5.1%	594
Engineering & Planning Taxes - MEDICARE	-	1,799	1,767	1,717	1,894	127	7.2%	177
Engineering & Planning Workers' Comp	-	258	283	274	304	21	7.4%	30
Engineering & Planning Taxes - SUTA/FUTA	-	63	79	214	214	135	170.9%	0
Engineering & Planning Retirement	-	15,002	15,496	16,076	16,547	1,051	6.8%	471
Engineering & Planning Insurance	-	10,994	12,391	11,938	12,328	(63)	-0.5%	390
Communications Salaries	-	-	19,006	19,425	20,750	1,744	9.2%	1,325
Communications Overtime	-	-	-	-	-	-	0.0%	-
Communications Taxes - FICA	-	-	1,178	1,161	1,286	108	9.2%	125
Communications Taxes - MEDICARE	-	-	276	272	301	25	9.1%	29
Communications Workers' Comp	-	-	38	35	42	4	10.5%	7
Communications Taxes - SUTA/FUTA	-	-	16	43	43	27	168.8%	0
Communications Retirement	-	-	2,417	2,460	2,629	212	8.8%	169
Communications Insurance	-	-	2,157	2,064	2,157	-	0.0%	93
Uniforms	6,755	5,718	4,955	4,955	7,975	3,020	60.9%	3,020
Power	40,350	41,817	40,000	40,000	40,000	-	0.0%	-
Maintenance Of Plant/ Lines	163,350	79,419	160,000	160,000	85,000	(75,000)	-46.9%	(75,000)
Sludge Hauling	-	2,200	10,000	-	10,000	-	0.0%	10,000
Analysis Fees	31,838	30,311	27,000	27,000	27,000	-	0.0%	-
Chemicals	31,112	34,924	33,600	33,600	33,600	-	0.0%	-
City Management Fee	83,167	89,172	85,632	93,484	87,947	2,315	2.7%	(5,537)
Equipment Maintenance	8,295	9,807	16,790	16,790	17,060	270	1.6%	270
Equipment Gas & Oil	14,092	13,061	11,875	11,875	13,065	1,190	10.0%	1,190
Equipment Lease	1,454	-	300	300	300	-	0.0%	-
Tools & Minor Equipment	9,606	7,954	7,950	7,950	9,825	1,875	23.6%	1,875

	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed Budget 2026-27	Budget v Budget	Budget v Budget %	Budget v PY Projected
Training	9,731	16,901	24,450	24,450	26,264	1,814	7.4%	1,814
Utilities & Radios	24,862	26,649	36,750	37,050	38,425	1,675	4.6%	1,375
Signal & Telemetry	-	-	2,385	2,385	2,385	-	0.0%	-
Building Maintenance	6,213	13,829	10,900	10,900	3,900	(7,000)	-64.2%	(7,000)
Supplies & Consumables	5,392	5,387	5,200	5,200	5,200	-	0.0%	-
Vehicle Maintenance & Repairs	7,805	3,317	5,000	5,000	5,000	-	0.0%	-
Inventory Adjustment	-	-	-	-	-	-	0.0%	-
Utilities/Telephone	7,567	7,297	7,330	7,330	7,330	-	0.0%	-
Dues & Publications	886	1,776	3,219	3,219	3,992	773	24.0%	773
Professional Fees	40,170	67,870	78,255	78,255	114,096	35,841	45.8%	35,841
Permits & Licenses	1,762	1,754	3,443	3,443	3,443	-	0.0%	-
Liability Insurance	35,029	44,121	34,925	34,925	25,000	(9,925)	-28.4%	(9,925)
Office Supplies	4,023	3,052	3,084	3,084	3,084	-	0.0%	-
Travel & Meetings	920	170	1,200	1,200	1,200	-	0.0%	-
Software & Computers	62,386	77,351	146,135	144,535	131,543	(14,592)	-10.0%	(12,992)
Recording/Reporting	-	-	350	350	350	-	0.0%	-
Sewer Postage	532	376	686	686	686	-	0.0%	-
Adm Bldg/Equip. Maintenance	-	-	150	150	150	-	0.0%	-
Billing Statement Charges	4,020	4,250	4,200	4,200	4,300	100	2.4%	100
Billing Postage	10,758	12,559	11,000	11,000	12,500	1,500	13.6%	1,500
Copier Lease	193	17	1,789	1,789	1,789	-	0.0%	-
Public Relations	4,200	1,411	2,250	2,250	1,250	(1,000)	-44.4%	(1,000)
Employment Costs	284	809	1,338	1,338	1,751	413	30.9%	413
Employee Appreciation	4,028	5,281	5,565	5,565	5,775	210	3.8%	210
Miscellaneous	-	-	250	250	250	-	0.0%	-
Total Operating Expenses	**1,640,770**	**1,718,233**	**1,863,850**	**1,913,451**	**1,902,933**	39,083	2.1%	(10,518)

Wastewater Utility Fund
Capital, Debt, and Non-Cash Expenses
Proposed Budget

	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed Budget 2026-27	Budget v Budget	Budget v Budget %	Budget v PY Projected
Capital Outlays								
Operational Capital	26,713	-	39,000	37,926	12,000	(27,000)	-69.2%	(25,926)
Wastewater Equipment Purchases	254,513	120,758	31,349	46,104	16,380	(14,969)	-47.7%	(29,724)
Total Capital Outlays	281,226	120,758	70,349	84,030	28,380	(41,969)	-59.7%	(55,650)
Debt Service								
Bond Water Issuance Fees	18,676	49,432	-	-	-	-	0.0%	-
Bond Interest Cost	7,295	68,222	53,046	163,453	244,331	191,285	360.6%	80,878
SBITA Interest	2,349	3,104	-	-	-			
Tax Exempt Lease Interest	232	150	-	-	-	-	0.0%	-
Total Debt Service	28,551	120,908	53,046	163,453	244,331	191,285	360.6%	80,878
Non-Cash Adjustments								
Transfer To Vehicle Repl. Fund	40,933	67,000	67,000	67,000	90,500	23,500	35.1%	23,500
Transfer to Wastewater Capital Fund	250,377	680,343	1,355,000	1,180,000	-	(1,355,000)	-100.0%	(1,180,000)
Transfer from ERF	(144,833)	(100,098)	(31,349)	(31,349)	-	31,349	-100.0%	31,349
GAAP Adjustments	(406,022)	(531,444)	(1,898,857)	(1,952,963)	(840,143)	1,058,714	-55.8%	1,112,820
Wastewater Depreciation	315,658	364,654	270,600	400,600	450,000	179,400	66.3%	49,400
Wastewater Amortization - SBITAs	23,819	24,317	-	-	-	-	0.0%	-
Wastewater Amortization - Leases	1,536	1,536	-	-	-	-	0.0%	-
Total Non-Cash Adjustments	81,468	506,308	(237,606)	(336,712)	(299,643)	(62,037)	26.1%	37,069
Total Capital, Debt, and Non-Cash	**391,246**	**747,974**	**(114,211)**	**(89,229)**	**(26,932)**	**87,279**	**-76.4%**	**62,297**

Wastewater Strategic and Capital Funds
Proposed Budget

	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed Budget 2025-26
Beginning Fund Balance	**1,250,609**	**1,367,972**	**1,602,297**	**1,602,297**	**913,364**
Transfers:					
Cert of Obligation Proceeds	-	-	-	4,400,000	-
Transfer from Other Funds	250,377	680,343	1,530,000	1,180,000	175,000
Total Transfers	**250,377**	**680,343**	**1,530,000**	**5,580,000**	**175,000**
Capital Projects					
Solids Handling	(18,141)	-	-	-	-
Wastewater Treatment Plant Expansion	151,155	410,686	1,714,987	6,155,412	-
Cojak Circle Sewer Upgrade	-	-	-	-	-
Install Sewer Line and Decommission Falls Lift Station	-	-	113,521	113,521	811,763
Non-Capital Projects					
Wastewater Rate Study	-	-	-	-	-
Impact Fee Study	-	35,332	-	-	-
Total Expenditures	**133,015**	**446,017**	**1,828,508**	**6,268,933**	**811,763**
Total Change in Fund Balance	117,363	234,326	(298,508)	(688,933)	(636,763)
Ending Fund Balance	**1,367,972**	**1,602,297**	**1,303,789**	**913,364**	**276,601**

Wastewater Impact Fees

	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed Budget 2026-27
Beginning Fund Balance	**-**	**-**	**-**	**-**	**-**
Revenues					
Impact Fee Revenue	-	-	175,000	-	175,000
Interest Income	-	-	-	-	-
Total Transfers In	**-**	**-**	**175,000**	**-**	**175,000**
Transfers Out:					
Transfer to Other Funds	-	-	-	-	175,000
Total Transfers Out	**-**	**-**	**-**	**-**	**175,000**
Total Change in Fund Balance	-	-	175,000	-	-
Ending Fund Balance	**-**	**-**	**175,000**	**-**	**-**

Utility Equipment and Vehicle Replacement Fund
Proposed Budget

	Actual 2023-24	Actual 2024-25	Adopted Budget 2025-26	Projected 2025-26	Proposed Budget 2026-27
Beginning Fund Balance	**876,126**	**680,260**	**726,832**	**726,832**	**845,134**
Transfers In:					
Transfer from Water Division	49,866	114,000	114,000	114,000	128,500
Transfer from Wastewater Division	40,933	67,000	67,000	67,000	90,500
Total Transfers In	**90,799**	**181,000**	**181,000**	**181,000**	**219,000**
Transfers Out:					
Transfer to Water for Purchases	141,832	34,329	31,349	31,349	-
Transfer to Wastewater for Purchases	144,833	100,098	31,349	31,349	-
Total Transfers Out	**286,665**	**134,428**	**62,698**	**62,698**	**-**
Total Change in Fund Balance	(195,866)	46,572	118,302	118,302	219,000
Ending Fund Balance	**680,260**	**726,832**	**845,134**	**845,134**	**1,064,134**

CITY COUNCIL PUBLIC HEARING
CITY OF FAIR OAKS RANCH, TEXAS

AGENDA TOPIC:	FY 2026-27 Proposed Tax Rate
DATE:	September 17, 2026
DEPARTMENT:	Finance
PRESENTED BY:	Summer Fleming, CGFO, Director of Finance

INTRODUCTION / BACKGROUND:
In accordance with Texas Tax Code Section 26.05(d), the City Council must hold a public hearing on the proposed tax rate when the proposed rate exceeds the lower of the voter-approval tax rate or the no-new-revenue tax rate calculated under Chapter 26. The proposed Tax Year 2026 rate of $0.311760 per $100 of taxable value exceeds the no-new-revenue tax rate of $0.286132 but remains below the voter-approval tax rate of $0.339407.

The proposed tax rate provides the property tax revenue necessary to support the FY 2026-27 proposed budget and Council-directed initiatives. Based on the average taxable home value, the proposed rate is estimated to result in an annual property tax increase of approximately $209 for the average homeowner.

The proposed tax rate consists of two components:

- **Maintenance & Operations (M&O) Rate — $0.274473:** Supports the FY 2026-27 General Fund budget, including ongoing City services, planned service levels, and transfers to fund capital and strategic priorities and future equipment replacement. The proposed General Fund budget is balanced without the use of fund balance and maintains reserves in accordance with City policy.
- **Interest & Sinking (I&S) Rate — $0.037287:** Provides funding for principal and interest payments on the City's outstanding governmental debt. The increase in the I&S rate supports debt service associated with the City's voter-approved street bond program. Voters authorized $16 million in General Obligation bonds in May 2024 for roadway improvements, and the City completed its second issuance under that authorization in August 2026.

PUBLIC HEARING:
The sequence for conducting the public hearing is shown on the meeting agenda.

NEXT STEPS:
The City Council will consider the first reading of an ordinance levying a property tax rate of $0.311760 per $100 taxable valuation on property in the City of Fair Oaks Ranch for tax year 2026 later in the agenda. The second reading and adoption is anticipated to occur on September 22, 2026.

Public Hearing
FY 2026-27
Proposed Tax Rate

September 17, 2026

Summer Fleming, CGFO
Director of Finance

FY 2026-27 Proposed Tax Rate

Tax rates shown per $100 of taxable value

Proposed Rate
$0.311760

No-New-Revenue Rate
$0.286132

Voter-Approval Rate
$0.339407

The proposed rate is below the voter-approval rate and uses only a portion of the City's available tax-rate capacity.

What is Driving the Proposed Tax Rate?

M&O RATE (Maintenance & Operations)

OPERATIONS

Supports the FY 2026-27 proposed General Fund budget

SERVICE LEVELS

Funds ongoing City services and planned service levels

CAPITAL + STRATEGY

Provides funding for planned capital and strategic priorities

FUND BALANCE

Balances the General Fund without using fund balance

I&S RATE (Interest & Sinking)

VOTER-APPROVED STREET BONDS

Voters approved up to $16 million in May 2024 for street improvements.

The increase in the I&S rate supports debt service on the voter-approved street bonds.

Impact on the Average Taxable Home

Average taxable value reflects a weighted average of the average taxable home values reported by each county.

CURRENT	PROPOSED	ESTIMATED ANNUAL INCREASE
$713,497 Average taxable home value	**$720,128** Average taxable home value	**$209** Based on the average taxable home value
$0.285300 Tax rate	**$0.311760** Tax rate	
$2,036 Annual City tax bill	**$2,245** Annual City tax bill	

Recommendation

Adopt a tax rate of

$0.311760

per $100 of taxable value

BALANCED BUDGET
Balances the FY 2026-27 budget

BELOW VAR
$0.027647 below the voter-approval rate

HOMEOWNER IMPACT
Estimated $209 annual increase

Questions and Public Comment

CITY COUNCIL CONSIDERATION ITEM
CITY OF FAIR OAKS RANCH, TEXAS

AGENDA TOPIC:	Consideration and possible action approving the first reading of an ordinance adopting the City budget for the fiscal year beginning October 1, 2026, and ending September 30, 2027
DATE:	September 17, 2026
DEPARTMENT:	Finance
PRESENTED BY:	Summer Fleming, CGFO, Director of Finance

INTRODUCTION / BACKGROUND:
Texas Local Government Code Chapter 102 establishes requirements for the preparation and adoption of municipal budgets. Under Chapter 102, the City Manager serves as the budget officer for a municipality operating under the city manager form of government and is responsible for preparing an annual budget outlining the proposed expenditures of the municipal government for the upcoming fiscal year.

The law requires the proposed budget to be filed with the City Secretary at least 30 days before the City Council adopts the tax levy for the new fiscal year. The proposed budget was filed with the City Secretary on August 17, 2026, meeting this requirement. On August 6, 2026, the City Council scheduled the Public Hearing on the proposed budget for September 17, 2026, with final adoption set for September 22, 2026.

POLICY ANALYSIS / BENEFIT(S) TO CITIZENS:
Adoption of the annual budget provides a comprehensive financial plan for funding municipal services, infrastructure, and capital improvements that benefit the community. The budget establishes spending priorities, promotes accountability and transparency in the use of public funds, and ensures that revenues are sufficient to support City operations and long-term financial sustainability.

LONGTERM FINANCIAL & BUDGETARY IMPACT:
See budget presented in **Exhibit A**.

LEGAL ANALYSIS:
Ordinance approved as to form.

RECOMMENDATION / PROPOSED MOTION:
*****LGC 102.007 mandates a vote to adopt the budget must be a record vote*****
I move to approve an ordinance adopting the FY 2026-27 Budget as presented.

AN ORDINANCE

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS, ADOPTING THE CITY OF FAIR OAKS RANCH ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2026, AND ENDING SEPTEMBER 30, 2027; PROVIDING FOR SAVINGS; REPEALING, SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City Manager submitted to the City Council a proposed budget for the next ensuing budget year and filed the proposed budget with the City Secretary for public review pursuant to LGC §102.005; and

WHEREAS, on August 6, 2026, the City Council set September 17, 2026, as the date for the public hearing thereon and caused notice of such public hearing to be posted on the City's website and published in the Boerne Star pursuant to LGC §102.006 and §102.0065; and

WHEREAS, the public hearing was held on said date and all persons were then afforded an opportunity to appear and object to any or all items and estimates in the proposed budget; and

WHEREAS, pursuant to LGC §102.007 the City Council, by passage of the budget ordinance, shall adopt the budget for the ensuing fiscal year and appropriate such sums of money as the Council deems necessary to defray all expenditures of the City during the 2026-27 budget year.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS:

Section 1.

a. The City hereby approves and adopts the FY 2026-27 Municipal Budget, attached as **Exhibit A**, in all respects as the City's annual budget for the fiscal year beginning October 1, 2026, and ending September 30, 2027.

b. The level of budgetary control and appropriation shall be at the fund level. The City Manager may approve budget transfers between line items or departments within the same fund, provided such transfers do not increase the total appropriation of the fund. Budget amendments that increase the total appropriation of a fund, and transfers between funds, require approval by the City Council by ordinance.

c. In accordance with LGC §102.008(a), the adopted budget shall be filed with the City Secretary, and a copy of the adopted budget including the cover page shall be posted on the City's website.

Section 2. That the recitals contained in the preamble hereto are hereby found to be true and such recitals are hereby made a part of this ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.

Section 3. It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this ordinance be severable, and, if any phrase, clause, sentence, paragraph, or section of this ordinance shall be declared invalid by judgment or decree of any court of competent jurisdiction, such invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs, or

sections of this ordinance and the remainder of this ordinance shall be enforced as written.

Section 4. That it is officially found, determined, and declared that the meeting at which this ordinance is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this ordinance, was given, all as required by Chapter 551, as amended, Texas Government Code.

Section 5. The provisions of this ordinance shall be cumulative of all ordinances not repealed by this ordinance and ordinances governing or regulating the same subject matter as that covered herein.

Section 6. If any provision of this ordinance or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this ordinance and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City hereby declares that this ordinance would have been enacted without such invalid provision.

Section 7. All ordinances, or parts thereof, which are in conflict or inconsistent with any provision of this ordinance are hereby repealed to the extent of such conflict, and the provisions of this ordinance shall be and remain controlling as to the matters ordained herein.

Section 8. This ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 9. This ordinance shall take effect immediately from and after its second reading, passage and any publication requirements as may be required by governing law.

PASSED and APPROVED on first reading by the City Council of the City of Fair Oaks Ranch, Texas, on this 17th day of September 2026, and recorded as follows:

	FOR	AGAINST	ABSTAIN
Mayor Greg Maxton			
Council Member Kinney			
Mayor Pro Tem Rhoden			
Council Member Olvera			
Council Member Pearson			
Council Member Parker			
Council Member Swarek			

PASSED, APPROVED, and ADOPTED on second and final reading by the City Council of the City of Fair Oaks Ranch, Texas, on this 22nd day of September 2026, and recorded as follows:

	FOR	AGAINST	ABSTAIN
Mayor Greg Maxton			
Council Member Kinney			
Mayor Pro Tem Rhoden			
Council Member Olvera			
Council Member Pearson			
Council Member Parker			
Council Member Swarek			

_____

Gregory C. Maxton, Mayor

ATTEST:

APPROVED AS TO FORM:

_____

Amanda Valdez, TRMC
City Secretary

_____

Denton Navarro Rodriguez Bernal Santee & Zech P.C., City Attorney

Exhibit A
FY 2026-27 Budget

The City Manager's proposed budget totals $28,384,429, summarized in the attached table. The totals are presented by fund below:

General Fund	$ 12,181,655
General Strategic & Capital Projects Fund	723,061
General Equipment Replacement Fund	113,194
Debt Service Fund	1,096,650
Bond Capital Fund	315,000
Special Revenue Funds	15,940
Utility Operating Fund	7,548,492
Water Utility Capital Improvement Fund	5,203,674
Wastewater Utility Capital Improvement Fund	811,763
Water Impact Fee Fund	200,000
Wastewater Impact Fee Fund	175,000
Utility Equipment Replacement Fund	-
Total FY 2026-27 Annual Budget	**$ 28,384,429**

ALL FUNDS SCHEDULE

	Total Budget	General Fund	Strategic Projects Fund	Equip Repl	Debt Service	Bond Capital Fund	Court Security & Technology	Court Efficiency	Court Youth Diversion	Court Jury	Utility Operations	Water CIP	Wastewater CIP	Utility Equip Repl	Water Impact Fees	Wastewater Impact Fees
Estimated Beginning Fund Balance	**35,972,574**	**8,862,512**	**503,061**	**1,762,942**	**52,062**	**3,604,031**	**10,084**	**2,306**	**27,592**	**454**	**17,845,252**	**1,543,778**	**913,364**	**845,134**	**-**	**-**
Revenue & Sources:																
Taxes	11,000,004	9,960,854			1,039,150											
Franchise Fees	804,780	804,780														
Interest	1,028,255	450,000			7,500	120,000	125	30	600	-	450,000					
Permits	158,200	158,200														
Animal Control	1,495	1,495														
Fines & Forfeitures	122,000	108,000					8,500	360	5,020	120						
Fees & Services	371,532	371,532														
Miscellaneous Income	213,600	213,600														
Bond Proceeds	3,500,000					-						3,500,000	-			
Utility Revenues	7,986,042										7,611,042	-	-	-	200,000	175,000
Transfers from other Funds	1,323,194	113,194	220,000	396,000			-	-	-	-		200,000	175,000	219,000		
Total Revenues & Sources	**26,509,102**	**12,181,655**	**220,000**	**396,000**	**1,046,650**	**120,000**	**8,625**	**390**	**5,620**	**120**	**8,061,042**	**3,700,000**	**175,000**	**219,000**	**200,000**	**175,000**
Expenditures & Uses:																
Personnel	9,174,632	6,810,104					-		-		2,364,528					
Supplies, Maintenance & Operations	4,751,406	1,267,492				-	9,000	2,400	4,000	-	3,468,514					
Professional Services	3,708,369	2,996,681	200,000			-	-	-	-	540	511,148					
Shared Services	293,441	293,441														
Capital Outlay	7,269,871	197,937	523,061			315,000					218,436	5,203,674	811,763			
Debt Service	1,863,516	-			1,096,650						766,866					
Transfers to other funds	1,323,194	616,000		113,194							219,000				200,000	175,000
Total Expenditures & Uses	**28,384,429**	**12,181,655**	**723,061**	**113,194**	**1,096,650**	**315,000**	**9,000**	**2,400**	**4,000**	**540**	**7,548,492**	**5,203,674**	**811,763**	**-**	**200,000**	**175,000**
GAAP Adjustments & Depreciation	**1,533,873**										**1,533,873**					
Revenues Over/(Under) Expenditures	**(1,875,327)**	**-**	**(503,061)**	**282,806**	**(50,000)**	**(195,000)**	**(375)**	**(2,010)**	**1,620**	**(420)**	**2,046,423**	**(1,503,674)**	**(636,763)**	**219,000**	**-**	**-**
Estimated Ending Fund Balance	**35,631,120**	**8,862,512**	**(0)**	**2,045,748**	**2,062**	**3,409,031**	**9,709**	**296**	**29,212**	**34**	**19,891,675**	**40,104**	**276,601**	**1,064,134**	**-**	**-**

CITY COUNCIL CONSIDERATION ITEM
CITY OF FAIR OAKS RANCH, TEXAS

AGENDA TOPIC:	Consideration and possible action approving the first reading of an ordinance levying a property tax rate of 31.176 cents per $100 taxable valuation on property in the City of Fair Oaks Ranch for tax year 2026; determining due and delinquent dates; and providing an effective date
DATE:	September 17, 2026
DEPARTMENT:	Finance
PRESENTED BY:	Summer Fleming, CGFO, Director of Finance

INTRODUCTION / BACKGROUND:
State law requires the City Council to adopt a tax rate to fund the adopted General Fund and Debt Service Fund budgets. On August 6, the City Council authorized $0.31176 per $100 taxable valuation as the maximum tax rate for 2026. The proposed tax rate shall be apportioned and distributed as follows:

1. For the maintenance and operations of the City (General Fund), a tax rate of $0.274473 per $100 taxable valuation of property.
2. For the debt service principal and interest of the Debt Service Fund of the municipal government for FY 2026-27, a tax rate of $0.037287 per $100 taxable valuation of property.

All required notices have been published in the newspaper and on the City's website. A Public Hearing is scheduled for September 17, 2026, to allow all citizens the opportunity to comment on the proposed tax rate. Following the hearing, the City Council will consider the first reading of an ordinance levying the tax rate.

POLICY ANALYSIS / BENEFIT(S) TO CITIZENS:
Adoption of the tax rate ordinance complies with state law requirements and establishes the level of taxation necessary to fund City services, infrastructure, and debt obligations. The tax rate supports the continued delivery of essential municipal services while providing the revenues needed to implement the fiscal year budget adopted by the City Council.

LONGTERM FINANCIAL & BUDGETARY IMPACT:
The proposed tax rate of $0.31176 per $100 of taxable value is above the no-new-revenue tax rate, below the voter-approval tax rate, and will result in an estimated annual increase of $209 for a home with the average taxable value.

LEGAL ANALYSIS:
Ordinance approved as to form.

RECOMMENDATION / PROPOSED MOTION:

*****Tex. Tax Code 26.05 (b) A vote to adopt the tax rate must be a record vote*****

I move that the property tax rate be increased by the adoption of a tax rate of 31.176 cents per $100 of taxable value, which is effectively an 8.96% increase in the tax rate.

AN ORDINANCE

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS, LEVYING AD VALOREM TAXES FOR USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2026, AND ENDING SEPTEMBER 30, 2027; PROVIDING WHEN TAXES SHALL BECOME DELINQUENT; PROVIDING FOR SAVINGS; REPEALING, SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, on August 6, 2026, the City Council established a maximum ad valorem tax rate to support the proposed FY 2026-27 budget, and set September 17, 2026, as the date for the meeting to vote on the tax rate and caused notice of such meeting to be posted; and

WHEREAS, the public hearing was held on said date and all persons were then afforded an opportunity to appear and object to the proposed ad valorem tax rate; and

WHEREAS, the City Council has considered the municipal budget for the fiscal year beginning October 1, 2026, and ending September 30, 2027; and

WHEREAS, it is necessary that an ordinance be passed levying an ad valorem tax on all property, real, personal, and mixed, within the corporate limits of the City of Fair Oaks Ranch, Texas in accordance with said budget and Texas Tax Code §26.05.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS:

Section 1. There is hereby levied and there shall be collected for the use and support of the municipal government of the City of Fair Oaks Ranch (herein the "City"), upon all property, real, personal, and mixed, in the corporate limits of said City subject to taxation, a tax rate of **$0.311760** on each $100 taxable valuation of property, and shall be apportioned and distributed as follows:

a. For the maintenance and operations of the City (General Fund), a tax rate of **$0.274473** on each $100 taxable valuation of property.

b. For the payment of principal and interest on the City's debt obligations of the Debt Service Fund, a tax rate of **$0.037287** on each $100 taxable valuation of property.

c. THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE. THE TAX RATE WILL EFFECTIVELY BE RAISED BY 5.77% AND WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS ON A $100,000 HOME BY APPROXIMATELY $14.97**.**

Section 2. a. Unless the due date has been extended, taxes levied under this ordinance shall be due on October 1, 2026, and if not paid on or before January 31, 2027, shall immediately become delinquent.

b. Taxes shall become a lien upon the property against which assessed, and the Bexar County Tax Assessor-Collector as the collector of property taxes for which this ordinance applies, is hereby authorized and empowered to enforce the collection of such taxes according to the Constitution and laws of the State of Texas and ordinances of the City and shall, by virtue of the tax rolls, fix and establish a lien by levying upon such property, whether real or personal, for the payment of said taxes, penalty and interest, and, the interest and penalty collected from such delinquent taxes shall be apportioned to the general fund of the City. All delinquent taxes shall bear interest from date of delinquency at the rate as prescribed by state law.

Section 3. That the recitals contained in the preamble hereto are hereby found to be true and such recitals are hereby made a part of this ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.

Section 4. It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this ordinance be severable, and, if any phrase, clause, sentence, paragraph, or section of this ordinance shall be declared invalid by judgment or decree of any court of competent jurisdiction, such invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs, or sections of this ordinance and the remainder of this ordinance shall be enforced as written.

Section 5. That it is officially found, determined, and declared that the meeting at which this ordinance is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this ordinance, was given, all as required by Chapter 551, as amended, Texas Government Code.

Section 6. The provisions of this ordinance shall be cumulative of all ordinances not repealed by this ordinance and ordinances governing or regulating the same subject matter as that covered herein.

Section 7. If any provision of this ordinance or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this ordinance and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City hereby declares that this ordinance would have been enacted without such invalid provision.

Section 8. All ordinances, or parts thereof, which are in conflict or inconsistent with any provision of this ordinance are hereby repealed to the extent of such conflict, and the provisions of this ordinance shall be and remain controlling as to the matters ordained herein.

Section 9. This ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 10. This ordinance shall take effect immediately from and after its second reading, passage and any publication requirements as may be required by governing law.

PASSED and APPROVED on first reading by the City Council of the City of Fair Oaks Ranch, Texas, on this 17th day of September 2026, and recorded as follows:

	FOR	AGAINST	ABSTAIN
Mayor Greg Maxton			
Council Member Kinney			
Mayor Pro Tem Rhoden			
Council Member Olvera			
Council Member Pearson			
Council Member Parker			
Council Member Swarek			

PASSED, APPROVED, and ADOPTED on second and final reading by the City Council of the City of Fair Oaks Ranch, Texas, on this 22nd day of September 2026, and recorded as follows:

	FOR	AGAINST	ABSTAIN
Mayor Greg Maxton			
Council Member Kinney			
Mayor Pro Tem Rhoden			
Council Member Olvera			
Council Member Pearson			
Council Member Parker			
Council Member Swarek			

_____

Gregory C. Maxton, Mayor

ATTEST:

APPROVED AS TO FORM:

_____

Amanda Valdez, TRMC
City Secretary

_____

Denton Navarro Rodriguez Bernal Santee & Zech P.C., City Attorney

CITY COUNCIL CONSIDERATION ITEM
CITY OF FAIR OAKS RANCH, TEXAS

AGENDA TOPIC:	Consideration and possible action approving a resolution adopting the FY 2026-27 General Government and Public Safety salary, certification, stipend, and longevity pay schedules
DATE:	September 17, 2026
DEPARTMENT:	Human Resources
PRESENTED BY:	Joanna Merrill, PSHRA-SCP, Director of Human Resources

INTRODUCTION / BACKGROUND:
In 2025, the City Council adopted a comprehensive classification and compensation plan that established the City's current pay schedules. The plan transitioned the City to a 30-step structure with 1.5% progression between pay steps to support consistent pay administration, internal equity, recruitment, retention, and market competitiveness. Section 1.10.03 of the Personnel Policies manual requires the City to review the pay structure annually using the applicable Consumer Price Index for All Urban Consumers for the Southwest region. City staff presented this information to City Council during a budget workshop.

The City included a proposed 2.5% cost-of-living adjustment in the FY 2026-27 proposed budget. Upon adoption of the pay schedules, the City will apply the adjustment uniformly to each step of the General Government and Public Safety pay schedule, effective with the first pay period of the new fiscal year. The adjustment changes the salary values reflected in the schedules but does not alter existing classifications, grades, step structures, range spreads, performance-based movement guidelines, or salary placement authority.

POLICY ANALYSIS / BENEFIT(S) TO CITIZENS:
The proposed adjustment advances the City's adopted compensation philosophy, maintains market competitiveness, strengthens recruitment and retention, protects the City's investment in the compensation study, and supports responsible long-term workforce planning.

Section 5.03 of the Personnel Policies Manual directs Human Resources to maintain the City’s certification, stipend, and longevity schedules and requires City Council to review and approve them annually as part of the budget process. Accordingly, the proposed resolution adopts the certification and stipend pay schedule and longevity pay schedule for FY 2026-27 with no changes.

LONGTERM FINANCIAL & BUDGETARY IMPACT:
The 2.5% COLA has been incorporated into the FY 2026-27 proposed budget.

LEGAL ANALYSIS:
N/A

RECOMMENDATION / PROPOSED MOTION:
I move to approve a resolution adopting the FY 2026-27 General Government and Public Safety salary, certification, stipend, and longevity pay schedules.

A RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS , ADOPTING THE FY 2026-27 GENERAL GOVERNMENT AND PUBLIC SAFETY SALARY, CERTIFICATION, STIPEND, AND LONGEVITY PAY SCHEDULES

WHEREAS, the City of Fair Oaks Ranch adopted a comprehensive classification and compensation plan in 2025; and

WHEREAS, Section 1.10.03 of the City's Personnel Policies Manual requires an annual review of the City's pay structure; and

WHEREAS, the FY 2026-27 General Government and Public Safety salary schedule reflects a uniform 2.5% cost-of-living adjustment, while the certification, stipend, and longevity pay schedules will remain unchanged; and

WHEREAS, the City Council finds that adopting the updated General Government and Public Safety salary schedule, and the unchanged certification, stipend, and longevity schedules will preserve the market position of the City's compensation plan and support recruitment, retention, internal equity, and responsible workforce planning.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS:

Section 1. The City Council hereby approves and adopts the FY 2026-27 General Government and Public Safety salary schedule attached as **Exhibit A**; the certification and stipend pay schedule, attached as **Exhibit B**; and the longevity pay schedule attached as **Exhibit C**. Each Exhibit is incorporated herein for all purposes. The schedules shall take effect the first pay period of FY 2026-27, and the City Manager is authorized to administer and implement them in accordance with the City's Personnel Policies Manual and approved FY 2026-27 budget.

Section 2. That the recitals contained in the preamble hereto are hereby found to be true and such recitals are hereby made a part of this resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section 3. If any provision of this resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this resolution would have been enacted without such invalid provision.

Section 4. That it is officially found, determined, and declared that the meeting at which this resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this resolution, was given, all as required by Chapter 551, as amended, Texas Government Code.

Section 5. All resolutions or parts thereof, which are in conflict or inconsistent with any provision of this resolution are hereby repealed to the extent of such conflict, and

the provision of this resolution shall be and remain controlling as to the matters resolved herein.

Section 6. This resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 7. This resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED, APPROVED, and ADOPTED on this 17th day of September 2026.

_____

Gregory C. Maxton, Mayor

ATTEST:

_____

Amanda Valdez, TRMC
City Secretary

APPROVED AS TO FORM:

_____

Denton Navarro Rodriguez Bernal Santee & Zech P.C., City Attorney

Exhibit A

Grade	Job Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20	Step 21	Step 22	Step 23	Step 24	Step 25	Step 26	Step 27	Step 28	Step 29	Step 30
101		$ 31,980.00	$ 32,460.00	$ 32,947.00	$ 33,441.00	$ 33,943.00	$ 34,452.00	$ 34,969.00	$ 35,494.00	$ 36,026.00	$ 36,566.00	$ 37,114.00	$ 37,671.00	$ 38,236.00	$ 38,810.00	$ 39,392.00	$ 39,983.00	$ 40,583.00	$ 41,192.00	$ 41,810.00	$ 42,437.00	$ 43,074.00	$ 43,720.00	$ 44,376.00	$ 45,042.00	$ 45,718.00	$ 46,404.00	$ 47,100.00	$ 47,807.00	$ 48,524.00	$ 49,252.00
102		$ 32,805.00	$ 33,297.00	$ 33,796.00	$ 34,303.00	$ 34,818.00	$ 35,340.00	$ 35,870.00	$ 36,408.00	$ 36,954.00	$ 37,508.00	$ 38,071.00	$ 38,642.00	$ 39,222.00	$ 39,810.00	$ 40,407.00	$ 41,013.00	$ 41,628.00	$ 42,252.00	$ 42,886.00	$ 43,529.00	$ 44,182.00	$ 44,845.00	$ 45,518.00	$ 46,201.00	$ 46,894.00	$ 47,597.00	$ 48,311.00	$ 49,036.00	$ 49,772.00	$ 50,519.00
103		$ 34,445.00	$ 34,962.00	$ 35,486.00	$ 36,018.00	$ 36,558.00	$ 37,106.00	$ 37,663.00	$ 38,228.00	$ 38,801.00	$ 39,383.00	$ 39,974.00	$ 40,574.00	$ 41,183.00	$ 41,801.00	$ 42,428.00	$ 43,064.00	$ 43,710.00	$ 44,366.00	$ 45,031.00	$ 45,706.00	$ 46,392.00	$ 47,088.00	$ 47,794.00	$ 48,511.00	$ 49,239.00	$ 49,978.00	$ 50,728.00	$ 51,489.00	$ 52,261.00	$ 53,045.00
104	Custodian	$ 36,168.00	$ 36,711.00	$ 37,262.00	$ 37,821.00	$ 38,388.00	$ 38,964.00	$ 39,548.00	$ 40,141.00	$ 40,743.00	$ 41,354.00	$ 41,974.00	$ 42,604.00	$ 43,243.00	$ 43,892.00	$ 44,550.00	$ 45,218.00	$ 45,896.00	$ 46,584.00	$ 47,283.00	$ 47,992.00	$ 48,712.00	$ 49,443.00	$ 50,185.00	$ 50,938.00	$ 51,702.00	$ 52,478.00	$ 53,265.00	$ 54,064.00	$ 54,875.00	$ 55,698.00
105		$ 37,976.00	$ 38,546.00	$ 39,124.00	$ 39,711.00	$ 40,307.00	$ 40,912.00	$ 41,526.00	$ 42,149.00	$ 42,781.00	$ 43,423.00	$ 44,074.00	$ 44,735.00	$ 45,406.00	$ 46,087.00	$ 46,778.00	$ 47,480.00	$ 48,192.00	$ 48,915.00	$ 49,649.00	$ 50,394.00	$ 51,150.00	$ 51,917.00	$ 52,696.00	$ 53,486.00	$ 54,288.00	$ 55,102.00	$ 55,929.00	$ 56,768.00	$ 57,620.00	$ 58,484.00
106	Animal Services Officer	$ 39,875.00	$ 40,473.00	$ 41,080.00	$ 41,696.00	$ 42,321.00	$ 42,956.00	$ 43,600.00	$ 44,254.00	$ 44,918.00	$ 45,592.00	$ 46,276.00	$ 46,970.00	$ 47,675.00	$ 48,390.00	$ 49,116.00	$ 49,853.00	$ 50,601.00	$ 51,360.00	$ 52,130.00	$ 52,912.00	$ 53,706.00	$ 54,512.00	$ 55,330.00	$ 56,160.00	$ 57,002.00	$ 57,857.00	$ 58,725.00	$ 59,606.00	$ 60,500.00	$ 61,408.00
	Administrative Clerk																														
107	Administrative Assistant	$ 41,868.00	$ 42,496.00	$ 43,133.00	$ 43,780.00	$ 44,437.00	$ 45,104.00	$ 45,781.00	$ 46,468.00	$ 47,165.00	$ 47,872.00	$ 48,590.00	$ 49,319.00	$ 50,059.00	$ 50,810.00	$ 51,572.00	$ 52,346.00	$ 53,131.00	$ 53,928.00	$ 54,737.00	$ 55,558.00	$ 56,391.00	$ 57,237.00	$ 58,096.00	$ 58,967.00	$ 59,852.00	$ 60,750.00	$ 61,661.00	$ 62,586.00	$ 63,525.00	$ 64,478.00
	Court Clerk																														
	Utilities Clerk																														
108	Maintenance Technician	$ 43,962.00	$ 44,621.00	$ 45,290.00	$ 45,969.00	$ 46,659.00	$ 47,359.00	$ 48,069.00	$ 48,790.00	$ 49,522.00	$ 50,265.00	$ 51,019.00	$ 51,784.00	$ 52,561.00	$ 53,349.00	$ 54,149.00	$ 54,961.00	$ 55,785.00	$ 56,622.00	$ 57,471.00	$ 58,333.00	$ 59,208.00	$ 60,096.00	$ 60,997.00	$ 61,912.00	$ 62,841.00	$ 63,784.00	$ 64,741.00	$ 65,712.00	$ 66,698.00	$ 67,698.00
	Utilities Technician																														
109	Finance Specialist	$ 46,160.00	$ 46,852.00	$ 47,555.00	$ 48,268.00	$ 48,992.00	$ 49,727.00	$ 50,473.00	$ 51,230.00	$ 51,998.00	$ 52,778.00	$ 53,570.00	$ 54,374.00	$ 55,190.00	$ 56,018.00	$ 56,858.00	$ 57,711.00	$ 58,577.00	$ 59,456.00	$ 60,348.00	$ 61,253.00	$ 62,172.00	$ 63,105.00	$ 64,052.00	$ 65,013.00	$ 65,988.00	$ 66,978.00	$ 67,983.00	$ 69,003.00	$ 70,038.00	$ 71,089.00
110	Code Compliance Officer	$ 48,468.00	$ 49,195.00	$ 49,933.00	$ 50,682.00	$ 51,442.00	$ 52,214.00	$ 52,997.00	$ 53,792.00	$ 54,599.00	$ 55,418.00	$ 56,249.00	$ 57,093.00	$ 57,949.00	$ 58,818.00	$ 59,700.00	$ 60,596.00	$ 61,505.00	$ 62,428.00	$ 63,364.00	$ 64,314.00	$ 65,279.00	$ 66,258.00	$ 67,252.00	$ 68,261.00	$ 69,285.00	$ 70,324.00	$ 71,379.00	$ 72,450.00	$ 73,537.00	$ 74,640.00
	Maintenance Lead																														
	Water / Wastewater Operator I																														
111	Mechanic	$ 50,891.00	$ 51,654.00	$ 52,429.00	$ 53,215.00	$ 54,013.00	$ 54,823.00	$ 55,645.00	$ 56,480.00	$ 57,327.00	$ 58,187.00	$ 59,060.00	$ 59,946.00	$ 60,845.00	$ 61,758.00	$ 62,684.00	$ 63,624.00	$ 64,578.00	$ 65,547.00	$ 66,530.00	$ 67,528.00	$ 68,541.00	$ 69,569.00	$ 70,613.00	$ 71,672.00	$ 72,747.00	$ 73,838.00	$ 74,946.00	$ 76,070.00	$ 77,211.00	$ 78,369.00
112	Building Inspector	$ 53,435.00	$ 54,237.00	$ 55,051.00	$ 55,877.00	$ 56,715.00	$ 57,566.00	$ 58,429.00	$ 59,305.00	$ 60,195.00	$ 61,098.00	$ 62,014.00	$ 62,944.00	$ 63,888.00	$ 64,846.00	$ 65,819.00	$ 66,806.00	$ 67,808.00	$ 68,825.00	$ 69,857.00	$ 70,905.00	$ 71,969.00	$ 73,049.00	$ 74,145.00	$ 75,257.00	$ 76,386.00	$ 77,532.00	$ 78,695.00	$ 79,875.00	$ 81,073.00	$ 82,289.00
113	GIS Technician	$ 56,107.00	$ 56,949.00	$ 57,803.00	$ 58,670.00	$ 59,550.00	$ 60,443.00	$ 61,350.00	$ 62,270.00	$ 63,204.00	$ 64,152.00	$ 65,114.00	$ 66,091.00	$ 67,082.00	$ 68,088.00	$ 69,109.00	$ 70,146.00	$ 71,198.00	$ 72,266.00	$ 73,350.00	$ 74,450.00	$ 75,567.00	$ 76,701.00	$ 77,852.00	$ 79,020.00	$ 80,205.00	$ 81,408.00	$ 82,629.00	$ 83,868.00	$ 85,126.00	$ 86,403.00
	Water / Wastewater Operator II																														
114	Accountant	$ 58,912.00	$ 59,796.00	$ 60,693.00	$ 61,603.00	$ 62,527.00	$ 63,465.00	$ 64,417.00	$ 65,383.00	$ 66,364.00	$ 67,359.00	$ 68,369.00	$ 69,395.00	$ 70,436.00	$ 71,493.00	$ 72,565.00	$ 73,653.00	$ 74,758.00	$ 75,879.00	$ 77,017.00	$ 78,172.00	$ 79,345.00	$ 80,535.00	$ 81,743.00	$ 82,969.00	$ 84,214.00	$ 85,477.00	$ 86,759.00	$ 88,060.00	$ 89,381.00	$ 90,722.00
	Deputy City Secretary																														
	Environmental Program Manager																														
	IT Network Specialist																														
115	Infrastructure Inspector	$ 61,858.00	$ 62,786.00	$ 63,728.00	$ 64,684.00	$ 65,654.00	$ 66,639.00	$ 67,639.00	$ 68,654.00	$ 69,684.00	$ 70,729.00	$ 71,790.00	$ 72,867.00	$ 73,960.00	$ 75,069.00	$ 76,195.00	$ 77,338.00	$ 78,498.00	$ 79,675.00	$ 80,870.00	$ 82,083.00	$ 83,314.00	$ 84,564.00	$ 85,832.00	$ 87,119.00	$ 88,426.00	$ 89,752.00	$ 91,098.00	$ 92,464.00	$ 93,851.00	$ 95,259.00
	Water / Wastewater Operator III																														
116		$ 64,951.00	$ 65,925.00	$ 66,914.00	$ 67,918.00	$ 68,937.00	$ 69,971.00	$ 71,021.00	$ 72,086.00	$ 73,167.00	$ 74,265.00	$ 75,379.00	$ 76,510.00	$ 77,658.00	$ 78,823.00	$ 80,005.00	$ 81,205.00	$ 82,423.00	$ 83,659.00	$ 84,914.00	$ 86,188.00	$ 87,481.00	$ 88,793.00	$ 90,125.00	$ 91,477.00	$ 92,849.00	$ 94,242.00	$ 95,656.00	$ 97,091.00	$ 98,547.00	$ 100,025.00
117	City Planner	$ 68,198.00	$ 69,221.00	$ 70,259.00	$ 71,313.00	$ 72,383.00	$ 73,469.00	$ 74,571.00	$ 75,690.00	$ 76,825.00	$ 77,977.00	$ 79,147.00	$ 80,334.00	$ 81,539.00	$ 82,762.00	$ 84,003.00	$ 85,263.00	$ 86,542.00	$ 87,840.00	$ 89,158.00	$ 90,495.00	$ 91,852.00	$ 93,230.00	$ 94,628.00	$ 96,047.00	$ 97,488.00	$ 98,950.00	$ 100,434.00	$ 101,941.00	$ 103,470.00	$ 105,022.00
	Civilian Investigator																														
	Communications Officer																														
	Human Resources Generalist																														
	Maintenance Supervisor																														
118	Court Administrator	$ 71,608.00	$ 72,682.00	$ 73,772.00	$ 74,879.00	$ 76,002.00	$ 77,142.00	$ 78,299.00	$ 79,473.00	$ 80,665.00	$ 81,875.00	$ 83,103.00	$ 84,350.00	$ 85,615.00	$ 86,899.00	$ 88,202.00	$ 89,525.00	$ 90,868.00	$ 92,231.00	$ 93,614.00	$ 95,018.00	$ 96,443.00	$ 97,890.00	$ 99,358.00	$ 100,848.00	$ 102,361.00	$ 103,896.00	$ 105,454.00	$ 107,036.00	$ 108,642.00	$ 110,272.00
119	Procurement Manager	$ 75,189.00	$ 76,317.00	$ 77,462.00	$ 78,624.00	$ 79,803.00	$ 81,000.00	$ 82,215.00	$ 83,448.00	$ 84,700.00	$ 85,971.00	$ 87,261.00	$ 88,570.00	$ 89,899.00	$ 91,247.00	$ 92,616.00	$ 94,005.00	$ 95,415.00	$ 96,846.00	$ 98,299.00	$ 99,773.00	$ 101,270.00	$ 102,789.00	$ 104,331.00	$ 105,896.00	$ 107,484.00	$ 109,096.00	$ 110,732.00	$ 112,393.00	$ 114,079.00	$ 115,790.00
	Project Manager																														
	Wastewater Supervisor																														
	Water Supervisor																														
120		$ 78,948.00	$ 80,132.00	$ 81,334.00	$ 82,554.00	$ 83,792.00	$ 85,049.00	$ 86,325.00	$ 87,620.00	$ 88,934.00	$ 90,268.00	$ 91,622.00	$ 92,996.00	$ 94,391.00	$ 95,807.00	$ 97,244.00	$ 98,703.00	$ 100,184.00	$ 101,687.00	$ 103,212.00	$ 104,760.00	$ 106,331.00	$ 107,926.00	$ 109,545.00	$ 111,188.00	$ 112,856.00	$ 114,549.00	$ 116,267.00	$ 118,011.00	$ 119,781.00	$ 121,578.00
121	Accounting Manager	$ 82,896.00	$ 84,139.00	$ 85,401.00	$ 86,682.00	$ 87,982.00	$ 89,302.00	$ 90,642.00	$ 92,002.00	$ 93,382.00	$ 94,783.00	$ 96,205.00	$ 97,648.00	$ 99,113.00	$ 100,600.00	$ 102,109.00	$ 103,641.00	$ 105,196.00	$ 106,774.00	$ 108,376.00	$ 110,002.00	$ 111,652.00	$ 113,327.00	$ 115,027.00	$ 116,752.00	$ 118,503.00	$ 120,281.00	$ 122,085.00	$ 123,916.00	$ 125,775.00	$ 127,662.00
	City Secretary																														
122		$ 87,041.00	$ 88,347.00	$ 89,672.00	$ 91,017.00	$ 92,382.00	$ 93,768.00	$ 95,175.00	$ 96,603.00	$ 98,052.00	$ 99,523.00	$ 101,016.00	$ 102,531.00	$ 104,069.00	$ 105,630.00	$ 107,214.00	$ 108,822.00	$ 110,454.00	$ 112,111.00	$ 113,793.00	$ 115,500.00	$ 117,233.00	$ 118,991.00	$ 120,776.00	$ 122,588.00	$ 124,427.00	$ 126,293.00	$ 128,187.00	$ 130,110.00	$ 132,062.00	$ 134,043.00
123	Building Official	$ 91,393.00	$ 92,764.00	$ 94,155.00	$ 95,567.00	$ 97,001.00	$ 98,456.00	$ 99,933.00	$ 101,432.00	$ 102,953.00	$ 104,497.00	$ 106,064.00	$ 107,655.00	$ 109,270.00	$ 110,909.00	$ 112,573.00	$ 114,262.00	$ 115,976.00	$ 117,716.00	$ 119,482.00	$ 121,274.00	$ 123,093.00	$ 124,939.00	$ 126,813.00	$ 128,715.00	$ 130,646.00	$ 132,606.00	$ 134,595.00	$ 136,614.00	$ 138,663.00	$ 140,743.00
124	Engineering Manager	$ 95,963.00	$ 97,402.00	$ 98,863.00	$ 100,346.00	$ 101,851.00	$ 103,379.00	$ 104,930.00	$ 106,504.00	$ 108,102.00	$ 109,724.00	$ 111,370.00	$ 113,041.00	$ 114,737.00	$ 116,458.00	$ 118,205.00	$ 119,978.00	$ 121,778.00	$ 123,605.00	$ 125,459.00	$ 127,341.00	$ 129,251.00	$ 131,190.00	$ 133,158.00	$ 135,155.00	$ 137,182.00	$ 139,240.00	$ 141,329.00	$ 143,449.00	$ 145,601.00	$ 147,785.00
125	IT Manager	$ 105,559.00	$ 107,142.00	$ 108,749.00	$ 110,380.00	$ 112,036.00	$ 113,717.00	$ 115,423.00	$ 117,154.00	$ 118,911.00	$ 120,695.00	$ 122,505.00	$ 124,343.00	$ 126,208.00	$ 128,101.00	$ 130,023.00	$ 131,973.00	$ 133,953.00	$ 135,962.00	$ 138,001.00	$ 140,071.00	$ 142,172.00	$ 144,305.00	$ 146,470.00	$ 148,667.00	$ 150,897.00	$ 153,160.00	$ 155,457.00	$ 157,789.00	$ 160,156.00	$ 162,558.00
126	Assistant Director of Public Works	$ 112,948.00	$ 114,642.00	$ 116,362.00	$ 118,107.00	$ 119,879.00	$ 121,677.00	$ 123,502.00	$ 125,355.00	$ 127,235.00	$ 129,144.00	$ 131,081.00	$ 133,047.00	$ 135,043.00	$ 137,069.00	$ 139,125.00	$ 141,212.00	$ 143,330.00	$ 145,480.00	$ 147,662.00	$ 149,877.00	$ 152,125.00	$ 154,407.00	$ 156,723.00	$ 159,074.00	$ 161,460.00	$ 163,882.00	$ 166,340.00	$ 168,835.00	$ 171,368.00	$ 173,939.00
127	Director of Human Resources	$ 120,855.00	$ 122,668.00	$ 124,508.00	$ 126,376.00	$ 128,272.00	$ 130,196.00	$ 132,149.00	$ 134,131.00	$ 136,143.00	$ 138,185.00	$ 140,258.00	$ 142,362.00	$ 144,497.00	$ 146,664.00	$ 148,864.00	$ 151,097.00	$ 153,363.00	$ 155,663.00	$ 157,998.00	$ 160,368.00	$ 162,774.00	$ 165,216.00	$ 167,694.00	$ 170,209.00	$ 172,762.00	$ 175,353.00	$ 177,983.00	$ 180,653.00	$ 183,363.00	$ 186,113.00
	Director of Public Works																														
128	Director of Finance	$ 129,315.00	$ 131,255.00	$ 133,224.00	$ 135,222.00	$ 137,250.00	$ 139,309.00	$ 141,399.00	$ 143,520.00	$ 145,673.00	$ 147,858.00	$ 150,076.00	$ 152,327.00	$ 154,612.00	$ 156,931.00	$ 159,285.00	$ 161,674.00	$ 164,099.00	$ 166,560.00	$ 169,058.00	$ 171,594.00	$ 174,168.00	$ 176,781.00	$ 179,433.00	$ 182,124.00	$ 184,856.00	$ 187,629.00	$ 190,443.00	$ 193,300.00	$ 196,200.00	$ 199,143.00
129	Chief of Police	$ 135,780.00	$ 137,817.00	$ 139,884.00	$ 141,982.00	$ 144,112.00	$ 146,274.00	$ 148,468.00	$ 150,695.00	$ 152,955.00	$ 155,249.00	$ 157,578.00	$ 159,942.00	$ 162,341.00	$ 164,776.00	$ 167,248.00	$ 169,757.00	$ 172,303.00	$ 174,888.00	$ 177,511.00	$ 180,174.00	$ 182,877.00	$ 185,620.00	$ 188,404.00	$ 191,230.00	$ 194,098.00	$ 197,009.00	$ 199,964.00	$ 202,963.00	$ 206,007.00	$ 209,097.00
130	Assistant City Manager	$ 145,285.00	$ 147,464.00	$ 149,676.00	$ 151,921.00	$ 154,200.00	$ 156,513.00	$ 158,861.00	$ 161,244.00	$ 163,663.00	$ 166,118.00	$ 168,610.00	$ 171,139.00	$ 173,706.00	$ 176,312.00	$ 178,957.00	$ 181,641.00	$ 184,366.00	$ 187,131.00	$ 189,938.00	$ 192,787.00	$ 195,679.00	$ 198,614.00	$ 201,593.00	$ 204,617.00	$ 207,686.00	$ 210,801.00	$ 213,963.00	$ 217,172.00	$ 220,430.00	$ 223,736.00
UNG	City Manager																														

Grade		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20	Step 21	Step 22	Step 23	Step 24	Step 25	Step 26	Step 27	Step 28	Step 29	Step 30
201	Police Cadet	$ 57,400.00	$ 58,261.00	$ 59,135.00	$ 60,022.00	$ 60,922.00	$ 61,836.00	$ 62,764.00	$ 63,705.00	$ 64,661.00	$ 65,631.00	$ 66,615.00	$ 67,614.00	$ 68,628.00	$ 69,657.00	$ 70,702.00	$ 71,763.00	$ 72,839.00	$ 73,932.00	$ 75,041.00	$ 76,167.00	$ 77,310.00	$ 78,470.00	$ 79,647.00	$ 80,842.00	$ 82,055.00	$ 83,286.00	$ 84,535.00	$ 85,803.00	$ 87,090.00	$ 88,396.00
202	Police Officer	$ 68,675.00	$ 69,705.00	$ 70,751.00	$ 71,812.00	$ 72,889.00	$ 73,982.00	$ 75,092.00	$ 76,218.00	$ 77,361.00	$ 78,521.00	$ 79,699.00	$ 80,894.00	$ 82,107.00	$ 83,339.00	$ 84,589.00	$ 85,858.00	$ 87,146.00	$ 88,453.00	$ 89,780.00	$ 91,127.00	$ 92,494.00	$ 93,881.00	$ 95,289.00	$ 96,718.00	$ 98,169.00	$ 99,642.00	$ 101,137.00	$ 102,654.00	$ 104,194.00	$ 105,757.00
	School Resource Officer																														
203	Police Corporal	$ 79,730.00	$ 80,926.00	$ 82,140.00	$ 83,372.00	$ 84,623.00	$ 85,892.00	$ 87,180.00	$ 88,488.00	$ 89,815.00	$ 91,162.00	$ 92,529.00	$ 93,917.00	$ 95,326.00	$ 96,756.00	$ 98,207.00	$ 99,680.00	$ 101,175.00	$ 102,693.00	$ 104,233.00	$ 105,796.00	$ 107,383.00	$ 108,994.00	$ 110,629.00	$ 112,288.00	$ 113,972.00	$ 115,682.00	$ 117,417.00	$ 119,178.00	$ 120,966.00	$ 122,780.00
204	Police Sergeant	$ 91,690.00	$ 93,065.00	$ 94,461.00	$ 95,878.00	$ 97,316.00	$ 98,776.00	$ 100,258.00	$ 101,762.00	$ 103,288.00	$ 104,837.00	$ 106,410.00	$ 108,006.00	$ 109,626.00	$ 111,270.00	$ 112,939.00	$ 114,633.00	$ 116,352.00	$ 118,097.00	$ 119,868.00	$ 121,666.00	$ 123,491.00	$ 125,343.00	$ 127,223.00	$ 129,131.00	$ 131,068.00	$ 133,034.00	$ 135,030.00	$ 137,055.00	$ 139,111.00	$ 141,198.00
205	Police Lieutenant	$ 105,444.00	$ 107,026.00	$ 108,631.00	$ 110,260.00	$ 111,914.00	$ 113,593.00	$ 115,297.00	$ 117,026.00	$ 118,781.00	$ 120,563.00	$ 122,371.00	$ 124,207.00	$ 126,070.00	$ 127,961.00	$ 129,880.00	$ 131,828.00	$ 133,805.00	$ 135,812.00	$ 137,849.00	$ 139,917.00	$ 142,016.00	$ 144,146.00	$ 146,308.00	$ 148,503.00	$ 150,731.00	$ 152,992.00	$ 155,287.00	$ 157,616.00	$ 159,980.00	$ 162,380.00

Exhibit B

Department	Certification Name	Cert/Stpd. Amount	Authorized Eligible FTE's
Administration	Bilingual Pay	$600.00	All
	Microsoft Specialty	$100.00	2
Building Codes	Bilingual Pay	$600.00	All
	Certified Building Inspector	$300.00	1
	Permit Technician	$300.00	1
City Secretary	Bilingual Pay	$600.00	All
	FORMDD City Secretary	$910.00	1
	Municipal City Clerk	$900.00	1
	Parliamentary Procedure	$300.00	2
Engineering Services	Bilingual Pay	$600.00	All
	Certified Floodplain Manager	$600.00	2
	Certified Public Infrastructure Inspector	$1,000.00	1
	Certified Stormwater Inspector	$600.00	1
	GIS Professional	$600.00	1
Finance	Bilingual Pay	$600.00	All
	Certified Government Chief Finance Officer	$1,200.00	1
	Certified Payroll Professional	$300.00	1
	Certified Public Accountant (CPA)	$2,500.00	1
	FORMDD Investment Officer	$1,300.00	1
	Texas Procurement Manager	$600.00	1
HR / Comms	Bilingual Pay	$600.00	All
	HRP Professional Level	$600.00	1
	HRP Senior Professional Level	$1,600.00	1
	Public Information Officer	$700.00	1
IT	Bilingual Pay	$600.00	All
	Certified Government Chief Information Officer	$1,200.00	1
	Certified Information Security Manager	$1,000.00	1
	Certified Information System Security Professional	$900.00	1
	Cisco Certified Network Professional	$900.00	1
	Net (+)	$600.00	1
	Sec (+)	$600.00	1

Municipal Court			
	Bilingual Pay	$600.00	All
	Court Clerk Level II	$800.00	1
	Court Clerk Level III	$1,200.00	1
	Licensed Court Interpreter	$1,500.00	2
Police/Public Safety			
	Bilingual Pay	$600.00	All
	ASCM Physical Trainer	$600.00	2
	College Degree - Associate's	$1,000.00	All
	College Degree - Bachelor's	$2,000.00	All
	Investigator (CID)	$1,000.00	3
	K-9 Handler	$1,000.00	1
	Microsoft Specialty	$100.00	2
	P.O Cert - Intermediate	$600.00	All
	P.O Cert - Advanced	$1,200.00	All
	P.O Cert - Master	$1,800.00	All
	UoF - Firearms Instructor	$300.00	All
	UoF - Patrol Rifle Instructor	$300.00	All
	UoF - Taser Instructor	$300.00	All
	UoF - Baton & Handcuff Instructor	$300.00	All
	Night Shift Differential	$1,200.00	By Shift
Public Works/Utilities			
	Bilingual Pay	$600.00	All
	HVAC Certified	$300.00	1
	Microsoft Specialty	$100.00	2
	NASSCO Certified	$300.00	3
	Public Fleet Professional	$600.00	1
	Water B	$900.00	All
	Wastewater B	$1,000.00	All
	Water A	$1,400.00	All
	Wastewater A	$1,500.00	All
	Class A CDL	$2,500.00	All

Exhibit C

Longevity Pay Schedule

Longevity pay is awarded at a rate of $48 for each completed year of service and is paid in one lump sum on the employee's anniversary date.

Rate per Completed Year

$48

Completed Years of Service	Annual Longevity Payment
0	$0
1	$48
2	$96
3	$144
4	$192
5	$240
6	$288
7	$336
8	$384
9	$432
10	$480
11	$528
12	$576
13	$624
14	$672
15	$720
16	$768
17	$816
18	$864
19	$912
20	$960
21	$1,008
22	$1,056
23	$1,104
24	$1,152
25	$1,200
26	$1,248
27	$1,296
28	$1,344
29	$1,392
30	$1,440

CITY COUNCIL CONSIDERATION ITEM
CITY OF FAIR OAKS RANCH, TEXAS

AGENDA TOPIC:	Consideration and possible action approving a resolution authorizing the execution of a construction agreement with Salas Service Group, LLC for the Chartwell Channel Stabilization and Erosion Control Project; expenditure of the required funds; and execution of all applicable documents by the City Manager
DATE:	September 17, 2026
DEPARTMENT:	Finance
PRESENTED BY:	Clayton Hoelscher, Procurement Manager

INTRODUCTION / BACKGROUND:
The Chartwell Channel Stabilization and Erosion Control Project is identified in the Council-approved Drainage Capital Improvement Plan, and funding for construction is included in the FY 2025-26 Budget. The drainage channel through the Chartwell subdivision experiences erosive velocities during storm events. Previous City efforts to stabilize the channel have failed and washed away, and continued erosion is expected to increase the extent and cost of future repairs if not addressed.

The project includes removal of eroded and unsuitable material, channel regrading and reconstruction, construction of a reinforced concrete drop structure, and installation of erosion control measures, including revegetation and restoration of disturbed areas.

To advance the project for construction, the City issued an Invitation for Bids and received the following twelve responses on August 26, 2026:

- Salas Service Group, LLC $135,952.50
- B3 Excavation $148,000.00
- Clearfield Construction, LLC $169,152.09
- Tetra Contracting $169,759.50
- Myers Concrete Construction $171,419.30
- JROD Concrete, LLC $178,612.50
- Bellum Roofing & Construction LLC $208,510.10
- Dalrymple Gravel and Contracting Co., Inc. $248,675.00
- D&D Contractors $279,301.12
- Shannon-Monk, Inc. $291,880.00
- Yantis $292,920.50
- C-3 Environmental Specialties $311,305.75

Salas Service Group, LLC submitted the lowest responsible bid at $135,952.50 and is recommended for award.

Following issuance of the notice to proceed, construction is anticipated to be completed within 120 calendar days.

POLICY ANALYSIS / BENEFIT(S) TO CITIZENS:

- Supports Goal 3.3 of the Strategic Plan to increase stormwater resiliency and drainage system effectiveness.
- Addresses ongoing erosion and reduces the risk of further deterioration and increased future repair costs.
- Complies with applicable competitive procurement requirements.

LONGTERM FINANCIAL & BUDGETARY IMPACT:
The City has budgeted $208,000 for construction of this project. The bid from Salas Service Group, LLC is $135,952.50. Staff recommends a 5% construction contingency of $6,797.63, resulting in a total contract authorization not to exceed $142,750.13.

LEGAL ANALYSIS:
The resolution was prepared using the standard template previously reviewed by legal counsel. The City's standard Construction Agreement is being utilized for this project.

RECOMMENDATION / PROPOSED MOTION:
I move to approve a resolution authorizing the City Manager to execute a construction agreement with Salas Service Group, LLC for the Chartwell Channel Stabilization and Erosion Control Project in an amount not to exceed $142,750.13, including a 5% construction contingency, and to execute all associated documents.

A RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS AUTHORIZING THE EXECUTION OF A CONSTRUCTION AGREEMENT WITH SALAS SERVICE GROUP, LLC FOR THE CHARTWELL CHANNEL STABILIZATION AND EROSION CONTROL PROJECT; EXPENDITURE OF THE REQUIRED FUNDS; AND EXECUTION OF ALL APPLICABLE DOCUMENTS BY THE CITY MANAGER

WHEREAS, the City Council identified the Chartwell Channel Stabilization and Erosion Control Project in the City's Drainage Capital Improvement Plan as an initiative to increase stormwater resiliency and drainage system effectiveness; and

WHEREAS, the project includes the removal of eroded and unsuitable material, channel regrading and reconstruction, and installation of erosion control measures; and

WHEREAS, the City received bids for the project on August 26, 2026, in accordance with Chapter 252 of the Texas Local Government Code, and Salas Service Group, LLC submitted the lowest responsive and responsible bid in the amount of $135,952.50; and

WHEREAS, the City Council desires to authorize a 5% construction contingency in the amount of $6,797.63, resulting in a total contract authorization not to exceed $142,750.13; and

WHEREAS, the City Council hereby finds it necessary and appropriate to authorize the execution of a construction agreement with Salas Service Group, LLC.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS:

Section 1. The City Council hereby authorizes the City Manager to execute a construction agreement with Salas Service Group, LLC for the Chartwell Channel Stabilization and Erosion Control Project; to expend required funds up to $142,750.13; and to execute any and all applicable documents to effectuate this resolution.

Section 2. That the recitals contained in the preamble hereto are hereby found to be true and such recitals are hereby made a part of this resolution for all purposes and are adopted as a part of the judgment and findings of the Council.

Section 3. If any provision of this resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this resolution would have been enacted without such invalid provision.

Section 4. That it is officially found, determined, and declared that the meeting at which this resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this resolution, was given, all as required by Chapter 551, as amended, Texas Government Code.

Section 5. All resolutions or parts thereof, which are in conflict or inconsistent with any provision of this resolution are hereby repealed to the extent of such conflict, and the provision of this resolution shall be and remain controlling as to the matters resolved herein.

Section 6. This resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 7. This resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED, APPROVED, and ADOPTED on this 17th day of September 2026.

_____

Gregory C. Maxton, Mayor

ATTEST:

_____

Amanda Valdez, TRMC
City Secretary

APPROVED AS TO FORM:

_____

Denton Navarro Rodriguez Bernal Santee & Zech P.C., City Attorney

CITY OF FAIR OAKS RANCH
CONSTRUCTION AGREEMENT

THE STATE OF TEXAS §
§
KENDALL COUNTY §

This Construction Agreement ("Agreement") is made and entered by and between the City of Fair Oaks Ranch, Texas, (the "City") a Texas municipality, and Salas Service Group, LLC. ("Contractor").

Section 1. Duration. This Agreement shall become effective upon the date of the final signature affixed hereto and shall remain in effect until satisfactory completion of the Scope of Work unless terminated as provided for in this Agreement.

Section 2. Scope of Work.

(A) Contractor shall perform the Work as more particularly described in the Scope of Work attached hereto as Exhibit "A". The work as described in the Scope of Work constitutes the "Project".

(B) The Quality of Work provided under this Agreement shall be of the level of quality performed by Contractors regularly rendering this type of service.

(C) The Contractor shall perform its Work for the Project in compliance with all statutory, regulatory and contractual requirements now or hereafter in effect as may be applicable to the rights and obligations set forth in the Agreement.

(D) The Contractor may rely upon the accuracy of reports and surveys provided to it by the City except when defects should have been apparent to a reasonably competent Contractor or when it has actual notice of any defects in the reports and surveys.

Section 3. Compensation.

(A) The Contractor shall be paid in the manner set forth in Exhibit "A" and as provided herein.

(B) *Billing Period*: The Contractor may submit monthly, or less frequently, an invoice for payment based on the estimated completion of the described tasks and approved work schedule. Subject to Chapter 2251, Texas Government Code (the "Prompt Payment Act"), payment is due within thirty (30) days of the City's receipt of the Contractor's invoice. Interest on overdue payments shall be calculated in accordance with the Prompt Payment Act.

(C) *Reimbursable Expenses*: Any and all reimbursable expenses related to the Project shall be included in the scope of Work (Exhibit A) and accounted for in the total contract amount.

Section 4. Time of Completion.

The prompt completion of the Work under the Scope of Work relates is critical to the City. Unnecessary delays in providing Work under a Scope of Work shall be grounds for dismissal of the Contractor and termination of this Agreement without any or further liability to the City other than a prorated payment for necessary, timely, and conforming work done by Contractor prior to the time of termination. The Project shall be completed for inspection and acceptance by the City on or before 120 calendar days after written Notice to Proceed.

Section 5. Insurance.

Before commencing work under this Agreement, Contractor shall obtain and maintain the liability insurance provided for below throughout the term of the Project plus an additional two years. Contractor shall provide evidence of such insurance to the City. Such documentation shall meet the requirements noted in Exhibit B.

Contractor shall maintain the following limits and types of insurance:

Workers Compensation Insurance: Contractor shall carry and maintain during the term of this Agreement, workers compensation and employers' liability insurance meeting the requirements of the State of Texas on all the Contractor's employees carrying out the work involved in this contract.

General Liability Insurance: Contractor shall carry and maintain during the term of this Agreement, general liability insurance on a per occurrence basis with limits of liability not less than $1,000,000 for each occurrence and for fire damage. For Bodily Injury and Property Damage, coverage shall be no less than $1,000,000. As a minimum, coverage for Premises, Operations, Products and Completed Operations shall be $2,000,000. This coverage shall protect the public or any person from injury or property damages sustained by reason of the Contractor or its employees carrying out the work involved in this Agreement. The general aggregate shall be no less than $2,000,000.

Automobile Liability Insurance: Contractor shall carry and maintain during the term of this Agreement, automobile liability insurance with either a combined limit of at least $1,000,000 per occurrence for bodily injury and property damage or split limits of at least $1,000,000 for bodily injury per person per occurrence and $1,000,000 for property damage per occurrence. Coverage shall include all owned, hired, and non-owned motor vehicles used in the performance of this contract by the Contractor or its employees.

Subcontractor: In the case of any work sublet, the Contractor shall require subcontractor and independent contractors working under the direction of either the Contractor or a

subcontractor to carry and maintain the same workers compensation and liability insurance required of the Contractor.

Qualifying Insurance: The insurance required by this Agreement shall be written by non-assessable insurance company licensed to do business in the State of Texas and currently rated "B+" or better by the A.M. Best Companies. All policies shall be written on a “per occurrence basis” and not a “claims made” form.

Evidence of such insurance shall be attached as Exhibit “C”.

Section 6. Miscellaneous Provisions.

(A) *Subletting*. The Contractor shall not sublet or transfer any portion of the work under this Agreement, or any Scope of Work issued pursuant to this Agreement unless specifically approved in writing by the City, which approval shall not be unreasonably withheld. Subcontractors shall comply with all provisions of this Agreement and the applicable Scope of Work. The approval or acquiescence of the City in the subletting of any work shall not relieve the Contractor of any responsibility for work done by such subcontractor.

(B) *Compliance with Laws.* The Contractor shall comply with all federal, state and local laws, statutes, ordinances, rules and regulations, and the orders and decrees of any courts, administrative, or regulatory bodies in any matter affecting the performance of this Agreement, including, without limitation, worker’s compensation laws, minimum and maximum salary and wage statutes and regulations, and licensing laws and regulations. When required, the Contractor shall furnish the City with satisfactory proof of compliance.

(C) *Independent Contractor*. Contractor acknowledges that Contractor is an independent contractor of the City and is not an employee, agent, official or representative of the City. Contractor shall not represent, either expressly or through implication, that Contractor is an employee, agent, official or representative of the City. Income taxes, self-employment taxes, social security taxes and the like are the sole responsibility of the Contractor.

(D) *Non-Collusion*. Contractor represents and warrants that Contractor has not given, made, promised or paid, nor offered to give, make, promise or pay any gift, bonus, commission, money or other consideration to any person as an inducement to or in order to obtain the work to be provided to the City under this Agreement. Contractor further agrees that Contractor shall not accept any gift, bonus, commission, money, or other consideration from any person (other than from the City pursuant to this Agreement) for any of the Work performed by Contractor under or related to this Agreement. If any such gift, bonus, commission, money, or other consideration is received by or offered to Contractor, Contractor shall immediately report that fact to the City and, at the sole option of the City, the City may elect to accept the consideration for itself or to take the value of such consideration as a credit against the compensation otherwise owing to Contractor under or pursuant to this Agreement.

(E) *Force Majeure*. If the performance of any covenant or obligation to be performed hereunder by any party is delayed as a result of circumstances which are beyond the reasonable control of such party (which circumstances may include, without limitation, pending litigation, acts of God, war, acts of civil disobedience, fire or other casualty, shortage of materials, adverse weather conditions [such as, by way of illustration and not of limitation, severe rain storms or below freezing temperatures, or tornados] labor action, strikes or similar acts, moratoriums or regulations or actions by governmental authorities), the time for such performance shall be extended by the amount of time of such delay, but no longer than the amount of time reasonably occasioned by the delay. The party claiming delay of performance as a result of any of the foregoing force majeure events shall deliver written notice of the commencement of any such delay resulting from such force majeure event not later than seven (7) days after the claiming party becomes aware of the same, and if the claiming party fails to so notify the other party of the occurrence of a force majeure event causing such delay and the other party shall not otherwise be aware of such force majeure event, the claiming party shall not be entitled to avail itself of the provisions for the extension of performance contained in this subsection.

(F) In the case of any conflicts between the terms of this Agreement and wording contained within the Scope of Work, this Agreement shall govern. The Scope of Work is intended to detail the technical scope of Work, fee schedule, and contract time only and shall not dictate Agreement terms.

Section 7. <u>Termination</u>.

(A) This Agreement may be terminated:

(1) By the mutual agreement and consent of both Contractor and City;

(2) By either party, upon the failure of the other party to fulfill its obligations as set forth in either this Agreement or a Scope of Work issued under this Agreement;

(3) By the City, immediately upon notice in writing to the Contractor, as consequence of the failure of Contractor to perform the Work contemplated by this Agreement in a timely or satisfactory manner;

(4) By the City, at will and without cause upon not less than thirty (30) days written notice to the Contractor.

(B) If the City terminates this Agreement pursuant to subsection 7(A)(2) or (3), above, the Contractor shall not be entitled to any fees or reimbursable expenses other than the fees and reimbursable expenses then due and payable as of the time of termination and only then for those Work that have been timely and adequately performed by the Contractor considering the actual costs incurred by the Contractor in performing work to date of termination, the value of the work that is nonetheless usable to the City, the cost to the City of employing another Contractor to complete the work required and the time required to do so, and other factors that affect the value to the City of the work performed

at time of termination. In the event of termination not the fault of the Contractor, the Contractor shall be compensated for all basic, special, and additional Work actually performed prior to termination, together with any reimbursable expenses then due.

Section 8. Indemnification. Contractor agrees to indemnify and hold the City of Fair Oaks Ranch, Texas and all of its present, future and former agents, employees, officials and representatives harmless in their official, individual and representative capacities from any and all claims, demands, causes of action, judgments, liens and expenses (including attorney's fees, whether contractual or statutory), costs and damages (whether common law or statutory), costs and damages (whether common law or statutory, and whether actual, punitive, consequential or incidental), of any conceivable character, for injuries to persons (including death) or to property (both real and personal) created by, arising from or in any manner relating to the Work or goods performed or provided by Contractor – expressly including those arising through strict liability or under the constitutions of the United States.

Section 9. Notices. Any notice required or desired to be given from one party to the other party to this Agreement shall be in writing and shall be given and shall be deemed to have been served and received (whether actually received or not) if (i) delivered in person to the address set forth below; (ii) deposited in an official depository under the regular care and custody of the United States Postal Service located within the confines of the United States of America and sent by certified mail, return receipt requested, and addressed to such party at the address hereinafter specified; or (iii) delivered to such party by courier receipted delivery. Either party may designate another address within the confines of the continental United States of America for notice, but until written notice of such change is actually received by the other party, the last address of such party designated for notice shall remain such party's address for notice.

Section 10. No Assignment. Neither party shall have the right to assign that party's interest in this Agreement without the prior written consent of the other party.

Section 11. Severability. If any term or provision of this Agreement is held to be illegal, invalid or unenforceable, the legality, validity or enforceability of the remaining terms or provisions of this Agreement shall not be affected thereby, and in lieu of each such illegal, invalid or unenforceable term or provision, there shall be added automatically to this Agreement a legal, valid or enforceable term or provision as similar as possible to the term or provision declared illegal, invalid or unenforceable.

Section 12. Waiver. Either City or the Contractor shall have the right to waive any requirement contained in this Agreement that is intended for the waiving party's benefit, but, except as otherwise provided herein, such waiver shall be effective only if in writing executed by the party for whose benefit such requirement is intended. No waiver of any breach or violation of any term of this Agreement shall be deemed or construed to constitute a waiver of any other breach or violation, whether concurrent or subsequent, and whether of the same or of a different type of breach or violation.

Section 13. Governing Law; Venue. This Agreement and all of the transactions contemplated herein shall be governed by and construed in accordance with the laws of the State of Texas. The provisions and obligations of this Agreement are performable in Kendall County, Texas such that exclusive venue for any action arising out of this Agreement shall be in Kendall County, Texas.

Section 14. Paragraph Headings; Construction. The paragraph headings contained in this Agreement are for convenience only and shall in no way enlarge or limit the scope or meaning of the various and several paragraphs hereof. Both parties have participated in the negotiation and preparation of this Agreement and this Agreement shall not be construed either more or less strongly against or for either party.

Section 15. Binding Effect. Except as limited herein, the terms and provisions of this Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, devisees, personal and legal representatives, successors and assigns.

Section 16. Gender. Within this Agreement, words of any gender shall be held and construed to include any other gender, and words in the singular number shall be held and construed to include the plural, unless the context otherwise requires.

Section 17. Counterparts. This Agreement may be executed in multiple counterparts, each of which shall be deemed an original, and all of which shall constitute but one and the same instrument.

Section 18. Exhibits. All exhibits to this Agreement are incorporated herein by reference for all purposes wherever reference is made to the same.

Section 19. Entire Agreement. It is understood and agreed that this Agreement contains the entire agreement between the parties and supersedes any and all prior agreements, arrangements or understandings between the parties relating to the subject matter. No oral understandings, statements, promises or inducements contrary to the terms of this Agreement exist. This Agreement cannot be changed or terminated orally.

Section 20. Relationship of Parties. Nothing contained in this Agreement shall be deemed or construed by the parties hereto or by any third party to create the relationship of principal and agent or of partnership or of joint venture or of any association whatsoever between the parties, it being expressly understood and agreed that no provision contained in this Agreement nor any act or acts of the parties hereto shall be deemed to create any relationship between the parties other than the relationship of independent parties contracting with each other solely for the purpose of effecting the provisions of this Agreement.

Section 21. Right To Audit. City shall have the right to examine and audit the books and records of Contractor with regards to the work described in Exhibit A, or any subsequent changes, at any reasonable time. Such books and records will be maintained

in accordance with generally accepted principles of accounting and will be adequate to enable determination of: (1) the substantiation and accuracy of any payments required to be made under this Agreement; and (2) compliance with the provisions of this Agreement.

22. Dispute Resolution. In accordance with the provisions of Subchapter I, Chapter 271, TEX. LOCAL GOV'T CODE, the parties agree that, prior to instituting any lawsuit or other proceeding arising from a dispute under this agreement, the parties will first attempt to resolve the dispute by taking the following steps: (1) A written notice substantially describing the nature of the dispute shall be delivered by the dissatisfied party to the other party, which notice shall request a written response to be delivered to the dissatisfied party not less than 5 days after receipt of the notice of dispute. (2) If the response does not reasonably resolve the dispute, in the opinion of the dissatisfied party, the dissatisfied party shall give notice to that effect to the other party whereupon each party shall appoint a person having authority over the activities of the respective parties who shall promptly meet, in person, in an effort to resolve the dispute. (3) If those persons cannot or do not resolve the dispute, then the parties shall each appoint a person from the highest tier of managerial responsibility within each respective party, who shall then promptly meet, in person, in an effort to resolve the dispute.

23. Disclosure of Business Relationships/Affiliations; Conflict of Interest Questionnaire. Contractor represents that it is in compliance with the applicable filing and disclosure requirements of Chapter 176 of the Texas Local Government Code.

24. Boycott Israel. The City may not enter into a contract with a company for goods and services unless the contract contains a written verification from the company; (i) it does not Boycott Israel; and (ii) will not Boycott Israel during the term of the contract. (Texas government code chapter 2270) by entering this agreement, Professional verifies that it does not Boycott Israel, and agrees that during the term of the agreement will not Boycott Israel as that term is defined in the Texas Government Code Section 808.001, as amended.

25. Energy Company Boycotts. Contractor represents and warrants that: (1) it does not, and will not for the duration of the contract, boycott energy companies or (2) the verification required by Section 2274.002 of the Texas Government Code does not apply to the contract. If circumstances relevant to this provision change during the course of the contract, Contractor shall promptly notify City.

26. Firearm Entities and Trade Association Discrimination. Contractor verifies that: (1) it does not, and will not for the duration of the contract, have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association or (2) the verification required by Section 2274.002 of the Texas Government Code does not apply to the contract. If circumstances relevant to this provision change during the course of the contract, Contractor shall promptly notify City.

27. Sales Tax. The City qualifies as an exempt agency under the Texas Limited Sales, Excise and Use Tax Act (the "Tax Act") and is not subject to any State or City sales taxes on materials incorporated into the project. Labor used in the performance of this contract is also not subject to State or City sales taxes. The City will provide an exemption certificate to the Contractor. The Contractor must have a sales tax permit issued by the Comptroller of Public Accounts and shall issue a resale certificate complying with the Tax Act, as amended, when purchasing said materials. The Contractor is responsible for any sales taxes applicable to equipment purchases, rentals, leases, consumable supplies which are not incorporated into the services to be provided under this Contract, tangible personal property purchased for use in the performance of this Contract and not completely consumed, or other taxable services used to perform this Contract, or other taxes required by law in connection with this Contract.

28. Compliance with Laws, Charter, Ordinances. Contractor, its agents, employees and subcontractors must comply with all applicable federal and state laws, the ordinances of the City of Fair Oaks Ranch, and with all applicable rules and regulations promulgated by local, state and national boards, bureaus and agencies. Contractor must obtain all necessary permits, bonds and licenses that are required in completing the work contracted for in this agreement.

29. Liquidated Damages. Contractor hereby acknowledges that the award of the contract includes the requirement to timely commence the work on the Project in accordance with the fully executed Contract. Contractor hereby further agrees to pay to City as liquidated damages the applicable sum quoted below, for each calendar day in excess of the time set forth for completion of the Project. Time of completion is of the essence for the Project.

For each day that any work shall remain uncompleted after the time specified in the Contract, or the increased time granted by the City, or as equitably increased by additional work or materials ordered after the Contract is executed, the sum per day given in the following schedule, unless otherwise specified in the special provisions, shall be deducted from the monies due from the City:

AMOUNT OF CONTRACT	AMOUNT OF LIQUIDATED DAMAGES
Less than $25,000.00	$100.00 Per Day
$25,000.00 to $99,999.99	$150.00 Per Day
$100,000.00 to $499,999.99	$200.00 Per Day
$500,000.00 to $1,000,000.00	$250.00 Per Day
More than $1,000,000.00 (sliding scale)	$350 Per Day first 30 days; $400 Per Day 31-90 days; $500 Per Day 90 days and beyond

The sum of money thus deducted for such delay, failure or non-completion is not to be considered as a penalty, but shall be deemed, taken and treated as reasonable liquidated damages, per day that the default shall continue after the time stipulated in the Contract for completing the work. The said amounts are fixed and agreed upon because of the impracticability and extreme difficulty of fixing and ascertaining the actual damages that the City in such event would sustain; and said amounts are agreed to be the amounts of damages which the City would sustain and which shall be retained from the monies due, or that may become due, under the Contract; and if said monies be insufficient to cover the amount owing, then the surety shall pay any additional amounts due. Notwithstanding the foregoing, in the event that the actual damages incurred by the City exceed the amount of liquidated damages, the City shall be entitled to recover its actual damages.

30. Warranty

The Contractor shall provide a warranty covering defect of material and workmanship for one calendar year following final completion of the Project.

31. Retainage

For each progress payment made prior to Final Completion of the Work, the City may withhold retainage in the amount of 10%. Retainage will be released upon achievement of Final Completion and acceptance by the City.

EXECUTED on _____.

CITY:

By:_____

Name: Scott M. Huizenga

Title: City Manager

CONTRACTOR:

By:_____

Name: _____

Title:_____

ADDRESS FOR NOTICE:

CITY

City of Fair Oaks Ranch
Attn: Scott M. Huizenga
7286 Dietz Elkhorn
Fair Oaks Ranch, TX 78015

CONTRACTOR

Salas Service Group, LLC
714 Guadalupe St.
San Antonio, TX 78207

Exhibit “A”

SCOPE OF SERVICES

BASE BID	Total
MOBILIZATION	$6,000.00
INSURANCE & BOND	$3,750.00
PREPARING RIGHT-OF-WAY	$6,200.00
CHANNEL EXCAVATION	$23,040.00
FLEXIBLE BASE (12")	$21,600.00
CONCRETE RIPRAP (6" THICK)	$38,880.00
GATES (VEHICULAR)	$995.00
WOVEN WIRE FENCE (REMOVE AND REPLACE)	$2,260.00
TOPSOIL (4")	$1,567.50
EROSION CONTROL BLANKET	$3,625.00
DRILL SEED (PERM)	$4,500.00
RIPRAP (STONE PROTECTION) (D50 15")	$8,925.00
BEDDING MATERIAL (6")	$1,485.00
ROCK FILTER DAM	$2,500.00
CONSTRUCTION EXIT (INSTALL)	$6,500.00
CONSTRUCTION EXIT (REMOVE)	$1,500.00
TEMPORARY SEDIMENT CONTAINMENT FENCE (INSTALL)	$1,875.00
TEMPORARY SEDIMENT CONTAINMENT FENCE (REMOVE)	$750.00
Total	$135,952.50

Exhibit "B"

REQUIREMENTS FOR ALL INSURANCE DOCUMENTS

The Contractor shall comply with each and every condition contained herein. The Contractor shall provide and maintain the minimum insurance coverage set forth below during the term of its agreement with the City. Any Subcontractor(s) hired by the Contractor shall maintain insurance coverage equal to that required of the Contractor. It is the responsibility of the Contractor to assure compliance with this provision. The City of Fair Oaks Ranch accepts no responsibility arising from the conduct, or lack of conduct, of the Subcontractor.

INSTRUCTIONS FOR COMPLETION OF INSURANCE DOCUMENT

With reference to the foregoing insurance requirements, Contractor shall specifically endorse applicable insurance policies as follows:

1. The City of Fair Oaks Ranch shall be named as an additional insured with respect to General Liability and Automobile Liability **on a separate endorsement**.
2. A waiver of subrogation in favor of The City of Fair Oaks Ranch shall be contained in the Workers Compensation and all liability policies and must be provided **on a separate endorsement.**
3. All insurance policies shall be endorsed to the effect that The City of Fair Oaks Ranch will receive at least thirty (30) days written notice prior to cancellation or non-renewal of the insurance.
4. All insurance policies, which name The City of Fair Oaks Ranch as an additional insured, must be endorsed to read as primary and non-contributory coverage regardless of the application of other insurance.
5. **Chapter 1811 of the Texas Insurance Code, Senate Bill 425 82(R) of 2011, states that the above endorsements cannot be on the certificate of insurance. Separate endorsements must be provided for each of the above.**
6. All insurance policies shall be endorsed to require the insurer to immediately notify The City of Fair Oaks Ranch of any material change in the insurance coverage.
7. All liability policies shall contain no cross-liability exclusions or insured versus insured restrictions.
8. Required limits may be satisfied by any combination of primary and umbrella liability insurances.
9. Contractor may maintain reasonable and customary deductibles, subject to approval by The City of Fair Oaks Ranch.
10. Insurance must be purchased from insurers having a minimum AmBest rating of B+.
11. All insurance must be written on forms filed with and approved by the Texas Department of Insurance. (ACORD 25 2010/05). Coverage must be written on an occurrence form.
12. Contractual Liability must be maintained covering the Contractors obligations contained in the contract. Certificates of Insurance shall be prepared and executed by the insurance company or its authorized agent and shall contain provisions

representing and warranting all endorsements and insurance coverages according to requirements and instructions contained herein.

13. Upon request, Contractor shall furnish The City of Fair Oaks Ranch with certified copies of all insurance policies.
14. A valid certificate of insurance verifying each of the coverages required above shall be issued directly to the City of Fair Oaks Ranch within ten (10) business days after contract award and prior to starting any work by the successful Contractor's insurance agent of record or insurance company. Also, prior to the start of any work and at the same time that the Certificate of Insurance is issued and sent to the City of Fair Oaks Ranch, all required endorsements identified in sections A, B, C and D, above shall be sent to the City of Fair Oaks Ranch. The certificate of insurance and endorsements shall be sent to:

City of Fair Oaks Ranch
Attn: Clayton Hoelscher, Procurement Manager
Email: choelscher@fairoaksranchtx.org
7286 Dietz Elkhorn
Fair Oaks Ranch, Texas 78015

Exhibit “C”

EVIDENCE OF INSURANCE

CITY COUNCIL CONSIDERATION ITEM
CITY OF FAIR OAKS RANCH, TEXAS

AGENDA TOPIC:	Consideration and possible action approving a resolution appointing members to fill places on the City of Fair Oaks Ranch Board of Appeals
DATE:	September 17, 2026
DEPARTMENT:	City Secretary
PRESENTED BY:	Amanda Valdez, TRMC, City Secretary

INTRODUCTION / BACKGROUND:
The Building Code Board of Appeals (BCBOA) is a four-member board consisting of three regular members and one alternate, each serving three-year staggered terms. The terms for Places 1, 3, and 4 (Alternate) expire on September 30, 2026. The current members in Places 1 and 4 have requested reappointment, and the current member in Place 3 has declined reappointment. The current Alternate has also expressed interest in being appointed to a regular place on the Board.

The board shall consist of members who are qualified by experience and training to pass on matters pertaining to building construction and are not employees of the jurisdiction.

To fill the vacancies, applications were solicited through the City's website and social media, resulting in two applicants. As this board has never met, Council may also consider assigning the candidate to another board. Candidate interviews were conducted on September 3 and September 17, 2026.

POLICY ANALYSIS / BENEFIT(S) TO CITIZENS:
- Supports Goal 6.1 of the Strategic Plan to strengthen community engagement, awareness, and civic participation.
- To appoint members to hear and resolve appeals from the determinations of the building official for the City. Filling all board seats ensures meaningful community input and helps ensure that citizen decisions reflect and preserve the community's values.

LONGTERM FINANCIAL & BUDGETARY IMPACT:
N/A

LEGAL ANALYSIS:
This is a standard administrative resolution and does not require additional legal review.

RECOMMENDATION / PROPOSED MOTION:
I move to approve a resolution appointing _____ to Place One, _____ to Place Three, and _____ to Place Four (Alternate) on the City of Fair Oaks Ranch Board of Appeals.

A RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS APPOINTING MEMBERS TO THE CITY OF FAIR OAKS RANCH BOARD OF APPEALS

WHEREAS, on November 19, 2015, under Ordinance 2015-11, the Fair Oaks Ranch City Council established the City of Fair Oaks Ranch Board of Appeals to hear and resolve appeals from the determinations of the building official for the city; providing for the appointments of its members by City Council, by resolution; and

WHEREAS, the City Council created staggered terms for consistency throughout all City Boards, Committees, and Commissions in 2020; and

WHEREAS, the terms for Places One, Three, and Four (Alternate) will expire on September 30, 2026; and

WHEREAS, the member in Place Three did not desire to continue serving on the Board of Appeals; and

WHEREAS, the City Council deems it necessary to appoint at a minimum, Places One and Three on the City of Fair Oaks Ranch Board of Appeals.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS THAT:

Section 1. The City Council hereby finds that the following qualified citizen volunteers are appointed to serve on the City of Fair Oaks Ranch Board of Appeals effective October 1, 2026.

Place One	_____	Term: 10/1/2026 – 9/30/2029
Place Three	_____	Term: 10/1/2026 – 9/30/2029
Place Four (Alternate)	_____	Term: 10/1/2026 – 9/30/2029

Section 2. That the recitals contained in the preamble hereto are hereby found to be true and such recitals are hereby made a part of this resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section 3. If any provision of this resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this resolution would have been enacted without such invalid provision.

Section 4. That it is officially found, determined, and declared that the meeting at which this resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this resolution, was given, all as required by Chapter 551, as amended, Texas Government Code.

Section 5. All resolutions or parts thereof, which are in conflict or inconsistent with any provision of this resolution are hereby repealed to the extent of such conflict, and the provision of this resolution shall be and remain controlling as to the matters resolved herein.

Section 6. This resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 7. This resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED, APPROVED, and ADOPTED on this 17th day of September 2026.

_____

Gregory C. Maxton, Mayor

ATTEST:

_____

Amanda Valdez, TRMC
City Secretary

APPROVED AS TO FORM:

_____

Denton Navarro Rodriguez Bernal Santee & Zech P.C., City Attorney

CITY COUNCIL CONSIDERATION ITEM
CITY OF FAIR OAKS RANCH, TEXAS

AGENDA TOPIC:	Consideration and possible action approving a resolution appointing members to the City of Fair Oaks Ranch Capital Improvements Advisory Committee
DATE:	September 17, 2026
DEPARTMENT:	City Secretary
PRESENTED BY:	Amanda Valdez, TRMC, City Secretary

INTRODUCTION / BACKGROUND:
The Capital Improvement Advisory Committee (CIAC) is a nine-member body with three-year staggered terms. The terms for Places 7, 8, and 9 expire on September 30, 2026. Under Chapter 395 of the Texas Local Government Code, at least 50% of CIAC members must represent the real estate, development, or building industries. The member serving in Place 9 represents the real estate industry; however, the 50% representation requirement is currently met by members whose terms are not expiring. The current members in Places 7 and 9 have requested reappointment, and the current member in Place 8 has declined reappointment to the Committee.

To fill the vacancies, applications were solicited through the City's website and social media, resulting in three applicants. Candidate interviews were conducted on September 3 and 17, 2026.

POLICY ANALYSIS / BENEFIT(S) TO CITIZENS:
- Supports Goal 6.1 of the Strategic Plan to strengthen community engagement, awareness, and civic participation.
- Filling all committee seats ensures meaningful community input and helps ensure that citizen decisions reflect and preserve the community's values.

LONGTERM FINANCIAL & BUDGETARY IMPACT:
N/A

LEGAL ANALYSIS:
This is a standard administrative resolution and does not require additional legal review.

RECOMMENDATION / PROPOSED MOTION:
I move to approve a resolution appointing _____ to Place 7, _____ to Place 8, and _____ to Place 9 on the City of Fair Oaks Ranch Capital Improvements Advisory Committee.

A RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS APPOINTING MEMBERS TO THE CITY OF FAIR OAKS RANCH CAPITAL IMPROVEMENTS ADVISORY COMMITTEE

WHEREAS, under Ordinance No. 145.0, the Fair Oaks Ranch City Council established the City of Fair Oaks Ranch Impact Fee Advisory Committee; providing for the appointments of its members by City Council, by Resolution; and

WHEREAS, pursuant to Local Government Code 395.058(a), the City Council of the City of Fair Oaks Ranch resolved (Res 82.5) on February 16, 2006 to rename the Impact Fee Advisory Committee to Capital Improvements Advisory Committee (CIAC); and

WHEREAS, the Committee serves in an advisory capacity and is established to follow the duties and functions set forth in Texas Local Government Code 395.058(c) and City of Fair Oaks Ranch Ordinance No. 145.0; and

WHEREAS, the City Council created staggered terms for consistency throughout all City Boards, Committees, and Commissions in 2020; and

WHEREAS, the terms for Places Seven, Eight, and Nine will expire on September 30, 2026; and

WHEREAS, the member in Place Eight did not desire to continue serving on the Capital Improvements Advisory Committee; and

WHEREAS, the City Council deems it necessary to appoint members to fill Place Seven, Eight, and Nine on the City of Fair Oaks Ranch Capital Improvements Advisory Committee.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS THAT:

Section 1. The City Council hereby finds that the following qualified citizen volunteers are appointed to serve on the City of Fair Oaks Ranch Capital Improvements Advisory Committee effective October 1, 2026.

Place Seven	_____	Term: 10/1/2026 – 9/30/2029
Place Eight	_____	Term: 10/1/2026 – 9/30/2029
Place Nine	_____	Term: 10/1/2026 – 9/30/2029

Section 2. That the recitals contained in the preamble hereto are hereby found to be true and such recitals are hereby made a part of this resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section 3. If any provision of this resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this resolution would have been enacted without such invalid provision.

Section 4. That it is officially found, determined, and declared that the meeting at which this resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this resolution, was given, all as required by Chapter 551, as amended, Texas Government Code.

Section 5. All resolutions or parts thereof, which are in conflict or inconsistent with any provision of this resolution are hereby repealed to the extent of such conflict, and the provision of this resolution shall be and remain controlling as to the matters resolved herein.

Section 6. This resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 7. This resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED, APPROVED, and ADOPTED on this 17th day of September 2026.

_____

Gregory C. Maxton, Mayor

ATTEST:

_____

Amanda Valdez, TRMC
City Secretary

APPROVED AS TO FORM:

_____

Denton Navarro Rodriguez Bernal Santee & Zech P.C., City Attorney

CITY COUNCIL CONSIDERATION ITEM
CITY OF FAIR OAKS RANCH, TEXAS

AGENDA TOPIC:	Consideration and possible action approving a resolution appointing members to the City of Fair Oaks Ranch Municipal Development District Board of Directors
DATE:	September 17, 2026
DEPARTMENT:	City Secretary
PRESENTED BY:	Amanda Valdez, TRMC, City Secretary

INTRODUCTION / BACKGROUND:
The Municipal Development District (MDD) is a seven-member body with two-year staggered terms. The terms for Places 2, 4, and 5 expire on September 30, 2026. All three incumbents have indicated their desire to continue serving on the MDD Board of Directors.

Each of the Directors shall be a resident of the district. No more than two (2) Directors shall be persons who are members of the City Council and no more than one (1) Director shall be a person who is a member of the Fair Oaks Ranch Homeowners Association Board of Directors. None of the expiring terms affect these requirements.

To fill the possible vacancies, applications were solicited through the City's website and social media, resulting in five applicants. Candidate interviews were conducted on September 3 and 17, 2026.

POLICY ANALYSIS / BENEFIT(S) TO CITIZENS:
- Supports Goal 6.1 of the Strategic Plan to strengthen community engagement, awareness, and civic participation.
- Filling all board seats ensures meaningful community input and helps ensure that citizen decisions reflect and preserve the community's values.

LONGTERM FINANCIAL & BUDGETARY IMPACT:
N/A

LEGAL ANALYSIS:
This is a standard administrative resolution and does not require additional legal review.

RECOMMENDATION / PROPOSED MOTION:
I move to approve a resolution appointing _____to Place 2, _____ to Place 4, and _____ to Place 5 on the City of Fair Oaks Ranch Municipal Development District Board of Directors.

A RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS APPOINTING MEMBERS TO THE CITY OF FAIR OAKS RANCH MUNICIPAL DEVELOPMENT DISTRICT BOARD OF DIRECTORS

WHEREAS, as authorized by Texas Local Government Code §377.021, and, upon the favorable results of the May 7, 2011, City of Fair Oaks Ranch election, the Fair Oaks Ranch Municipal Development District (MDD) was created and the imposition of a sales and use tax of one-half of one percent in the district's boundaries was approved; and

WHEREAS, on August 8, 2011, the City Council of the City of Fair Oaks Ranch adopted Ordinance 2011-08 creating the District's Board of Directors and providing for the appointments of its Directors by City Council, by resolution; and

WHEREAS, on May 1, 2025, the City Council of the City of Fair Oaks Ranch adopted Ordinance 2025-09 amending the composition of the Board to clarify that no more than two (2) Directors may be members of the City Council and no more than one (1) Director may be a member of the Fair Oaks Ranch Homeowners Association Board of Directors; and

WHEREAS, the City Council created staggered terms for consistency throughout all City Boards, Committees, and Commissions in 2020; and

WHEREAS, the terms for Places Two, Four, and Five will expire on September 30, 2026; and

WHEREAS, the City Council deems it necessary to appoint members to fill Place Two, Four and Five on the City of Fair Oaks Ranch Municipal Development District Board of Directors.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS THAT:

Section 1. The City Council hereby finds that the following qualified citizen volunteers are appointed to serve on the City of Fair Oaks Ranch Municipal Development District Board of Directors effective October 1, 2026.

Place Two	_____	Term: 10/1/2026 – 9/30/2028
Place Four	_____	Term: 10/1/2026 – 9/30/2028
Place Five	_____	Term: 10/1/2026 – 9/30/2028

Section 2. That the recitals contained in the preamble hereto are hereby found to be true and such recitals are hereby made a part of this resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section 3. If any provision of this resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this resolution would have been enacted without such invalid provision.

Section 4. That it is officially found, determined, and declared that the meeting at which this resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this resolution, was given, all as required by Chapter 551, as amended, Texas Government Code.

Section 5. All resolutions or parts thereof, which are in conflict or inconsistent with any provision of this resolution are hereby repealed to the extent of such conflict, and the provision of this resolution shall be and remain controlling as to the matters resolved herein.

Section 6. This resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 7. This resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED, APPROVED, and ADOPTED on this 17th day of September 2026.

_____

Gregory C. Maxton, Mayor

ATTEST:

_____

Amanda Valdez, TRMC
City Secretary

APPROVED AS TO FORM:

_____

Denton Navarro Rodriguez Bernal Santee & Zech P.C., City Attorney

CITY COUNCIL CONSIDERATION ITEM
CITY OF FAIR OAKS RANCH, TEXAS

AGENDA TOPIC:	Consideration and possible action approving a resolution appointing members to the City of Fair Oaks Ranch Planning and Zoning Commission
DATE:	September 17, 2026
DEPARTMENT:	City Secretary
PRESENTED BY:	Amanda Valdez, TRMC, City Secretary

INTRODUCTION / BACKGROUND:
The Planning and Zoning Commission (P&Z) is a seven-member body with three-year staggered terms. The terms for Places 3, 5, 6, and 7 expire on September 30, 2026. All four incumbents have indicated their desire to continue serving on the P&Z Commission.

Commissioners shall be resident citizens and qualified voters of the City.

To fill the possible vacancies, applications were solicited through the City's website and social media, resulting in five applicants. Candidate interviews were conducted on September 3 and 17, 2026.

POLICY ANALYSIS / BENEFIT(S) TO CITIZENS:
- Supports Goal 6.1 of the Strategic Plan to strengthen community engagement, awareness, and civic participation.
- Filling all commission seats ensures meaningful community input and helps ensure that citizen decisions reflect and preserve the community's values.

LONGTERM FINANCIAL & BUDGETARY IMPACT:
N/A

LEGAL ANALYSIS:
This is a standard administrative resolution and does not require additional legal review.

RECOMMENDATION / PROPOSED MOTION:
I move to approve a resolution appointing _____ to Place 3, _____ to Place 5, _____ to Place 6, and _____ to Place 7 on the City of Fair Oaks Ranch Planning and Zoning Commission.

A RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS APPOINTING MEMBERS TO THE CITY OF FAIR OAKS RANCH PLANNING AND ZONING COMMISSION

WHEREAS, on March 5, 2018, under Ordinance 2018-03, the Fair Oaks Ranch City Council established the City of Fair Oaks Ranch Planning and Zoning Commission, an advisory commission; and

WHEREAS, municipal regulatory authority regarding municipal zoning, including the requirement of appointing members to a Zoning Commission, is found in the Texas Local Government Code, Chapter 211; and

WHEREAS, Members serve at the will of the City Council and shall be resident citizens and qualified voters of the City; and

WHEREAS, Section 3.04 of the City Charter provides the Mayor shall appoint, upon nomination by majority vote of the City Council, the members of Planning and Zoning Commission; and

WHEREAS, the City Council created staggered terms for consistency throughout all City Boards, Committees, and Commissions in 2020; and

WHEREAS, the terms for Places Three, Five, Six, and Seven will expire on September 30, 2026; and

WHEREAS, the City Council deems it necessary to appoint a member to fill Places Three, Five, Six, and Seven on the City of Fair Oaks Ranch Planning and Zoning Commission.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS THAT:

Section 1. The City Council hereby finds that the following qualified citizen volunteers are appointed to serve on the City of Fair Oaks Ranch Planning and Zoning Commission effective October 1, 2026.

Place Three	_____	Term: 10/1/2026 – 9/30/2029
Place Five	_____	Term: 10/1/2026 – 9/30/2029
Place Six	_____	Term: 10/1/2026 – 9/30/2029
Place Seven	_____	Term: 10/1/2026 – 9/30/2029

Section 2. That the recitals contained in the preamble hereto are hereby found to be true and such recitals are hereby made a part of this resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section 3. If any provision of this resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this resolution and the application of such provision to other persons and circumstances shall nevertheless

be valid, and the City Council hereby declares that this resolution would have been enacted without such invalid provision.

Section 4. That it is officially found, determined, and declared that the meeting at which this resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this resolution, was given, all as required by Chapter 551, as amended, Texas Government Code.

Section 5. All resolutions or parts thereof, which are in conflict or inconsistent with any provision of this resolution are hereby repealed to the extent of such conflict, and the provision of this resolution shall be and remain controlling as to the matters resolved herein.

Section 6. This resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 7. This resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED, APPROVED, and ADOPTED on this 17th day of September 2026.

_____

Gregory C. Maxton, Mayor

ATTEST:

_____

Amanda Valdez, TRMC
City Secretary

APPROVED AS TO FORM:

_____

Denton Navarro Rodriguez Bernal Santee & Zech P.C., City Attorney

CITY COUNCIL CONSIDERATION ITEM
CITY OF FAIR OAKS RANCH, TEXAS

AGENDA TOPIC:	Consideration and possible action approving a resolution appointing members to the City of Fair Oaks Ranch Transportation Safety Advisory Committee
DATE:	September 17, 2026
DEPARTMENT:	City Secretary
PRESENTED BY:	Amanda Valdez, TRMC, City Secretary

INTRODUCTION / BACKGROUND:
The Transportation Safety Advisory Committee (TSAC) is a seven-member body with two-year staggered terms. The terms for Places 1, 3, 5, and 7 expire on September 30, 2026. The members serving in Places 1, 5, and 7 have requested reappointment, and the current member in Place 3 has declined reappointment to the Committee.

To fill the possible vacancies, applications were solicited through the City's website and social media, resulting in five applicants. Candidate interviews were conducted on September 3 and 17, 2026.

POLICY ANALYSIS / BENEFIT(S) TO CITIZENS:
- Supports Goal 6.1 of the Strategic Plan to strengthen community engagement, awareness, and civic participation.
- Filling all committee seats ensures meaningful community input and helps ensure that citizen decisions reflect and preserve the community's values.

LONGTERM FINANCIAL & BUDGETARY IMPACT:
N/A

LEGAL ANALYSIS:
This is a standard administrative resolution and does not require additional legal review.

RECOMMENDATION / PROPOSED MOTION:
I move to approve a resolution appointing _____ to Place 1, _____ to Place 3, _____ to Place 5, and _____ to Place 7 on the City of Fair Oaks Ranch Transportation Safety Advisory Committee.

A RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS APPOINTING MEMBERS TO THE CITY OF FAIR OAKS RANCH TRANSPORTATION SAFETY ADVISORY COMMITTEE

WHEREAS, under Ordinance 2024-09, the Fair Oaks Ranch City Council established the City of Fair Oaks Ranch Transportation Safety Advisory Committee (TSAC); and

WHEREAS, on March 6, 2025, the City Council approved Ordinance 2025-05 amending the composition of the TSAC to include seven (7) regular members; and

WHEREAS, appointments and reappointments to the Committee shall be made annually based on the term expiration and expressed interest of members to continue to serve, or at such other times as may be authorized by State Law; and

WHEREAS, committee members shall be appointed by majority vote of the City Council to two-year staggered terms; and

WHEREAS, the Terms for Places One, Three, Five, and Seven will expire on September 30, 2026; and

WHEREAS, the member in Place Three did not desire to continue serving on the Transportation Safety Advisory Committee; and

WHEREAS, the City Council deems it necessary to appoint members to Places One, Three, Five, and Seven on the City of Fair Oaks Ranch Transportation Safety Advisory Committee.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS THAT:

Section 1. The City Council hereby finds that the following qualified citizen volunteers are appointed to serve on the City of Fair Oaks Ranch Transportation Safety Advisory Committee effective October 1, 2026.

Place One	_____	Term: 10/1/2026 – 9/30/2028
Place Three	_____	Term: 10/1/2026 – 9/30/2028
Place Five	_____	Term: 10/1/2026 – 9/30/2028
Place Seven	_____	Term: 10/1/2026 – 9/30/2028

Section 2. That the recitals contained in the preamble hereto are hereby found to be true and such recitals are hereby made a part of this resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section 3. If any provision of this resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this resolution would have been enacted without such invalid provision.

Section 4. That it is officially found, determined, and declared that the meeting at which this resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this resolution, was given, all as required by Chapter 551, as amended, Texas Government Code.

Section 5. All resolutions or parts thereof, which are in conflict or inconsistent with any provision of this resolution are hereby repealed to the extent of such conflict, and the provision of this resolution shall be and remain controlling as to the matters resolved herein.

Section 6. This resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 7. This resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED, APPROVED, and ADOPTED on this 17th day of September 2026.

_____

Gregory C. Maxton, Mayor

ATTEST:

_____

Amanda Valdez, TRMC
City Secretary

APPROVED AS TO FORM:

_____

Denton Navarro Rodriguez Bernal Santee & Zech P.C., City Attorney

CITY COUNCIL CONSIDERATION ITEM
CITY OF FAIR OAKS RANCH, TEXAS

AGENDA TOPIC:	Consideration and possible action approving a resolution appointing members to the City of Fair Oaks Ranch Zoning Board of Adjustment
DATE:	September 17, 2026
DEPARTMENT:	City Secretary
PRESENTED BY:	Amanda Valdez, TRMC, City Secretary

INTRODUCTION / BACKGROUND:
The Zoning Board of Adjustment (ZBOA) consists of five regular members and two alternates with two-year staggered terms. The terms for Places 2, 3, 5, and 7 (Alternate 2) expire on September 30, 2026. The members serving in Places 2, 3, and 5 have requested reappointment, and the current alternate member in Place 7 has declined reappointment to the Board.

To fill the possible vacancies, applications were solicited through the City's website and social media, resulting in three applicants. Candidate interviews were conducted on September 3 and 17, 2026.

POLICY ANALYSIS / BENEFIT(S) TO CITIZENS:
- Supports Goal 6.1 of the Strategic Plan to strengthen community engagement, awareness, and civic participation.
- Filling all board seats ensures meaningful community input and helps ensure that citizen decisions reflect and preserve the community's values.

LONGTERM FINANCIAL & BUDGETARY IMPACT:
N/A

LEGAL ANALYSIS:
This is a standard administrative resolution and does not require additional legal review.

RECOMMENDATION / PROPOSED MOTION:
I move to approve a resolution appointing _____ to Place 2, _____ to Place 3, _____ to Place 5, and _____ to Place 7 (Alternate 2) on the City of Fair Oaks Ranch Zoning Board of Adjustment.

A RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS APPOINTING MEMBERS TO THE CITY OF FAIR OAKS ZONING BOARD OF ADJUSTMENT

WHEREAS, on June 21, 2018, under Ordinance 2018-05, the City Council of the City of Fair Oaks Ranch amended the city's Code of Ordinances, Chapter 14 by adopting zoning districts and zoning regulations in the City of Fair Oaks Ranch; and

WHEREAS, Chapter 14, Section 14.01.004 Zoning Board of Adjustment (ZBOA), provides for the structure, procedure, and duties of a Zoning Board of Adjustment ("the Board"); and

WHEREAS, the City Council created staggered terms for consistency throughout all City Boards and Commissions in 2020; and

WHEREAS, the terms for Places Two, Three, Five, and Seven (Alternate 2) will expire on September 30, 2026; and

WHEREAS, the alternate member in Place Seven did not desire to continue serving on the Zoning Board of Adjustment; and

WHEREAS, the City Council deems it necessary to appoint members to Places Two, Three, Five, and Seven on the Zoning Board of Adjustment.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS THAT:

Section 1. The City Council hereby finds that the following qualified citizen volunteers are appointed to serve on the City of Fair Oaks Ranch Zoning Board of Adjustment effective October 1, 2026.

Place Two	_____	Term: 10/1/2026 – 9/30/2028
Place Three	_____	Term: 10/1/2026 – 9/30/2028
Place Five	_____	Term: 10/1/2026 – 9/30/2028
Place Seven (Alternate 2)	_____	Term: 10/1/2026 – 9/30/2028

Section 2. That the recitals contained in the preamble hereto are hereby found to be true and such recitals are hereby made a part of this resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section 3. If any provision of this resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this resolution would have been enacted without such invalid provision.

Section 4. That it is officially found, determined, and declared that the meeting at which this resolution is adopted was open to the public and public notice of the time, place, and

subject matter of the public business to be considered at such meeting, including this resolution, was given, all as required by Chapter 551, as amended, Texas Government Code.

Section 5. All resolutions or parts thereof, which are in conflict or inconsistent with any provision of this resolution are hereby repealed to the extent of such conflict, and the provision of this resolution shall be and remain controlling as to the matters resolved herein.

Section 6. This resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 7. This resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED, APPROVED, and ADOPTED on this 17th day of September 2026.

_____
Gregory C. Maxton, Mayor

ATTEST:

_____
Amanda Valdez, TRMC
City Secretary

APPROVED AS TO FORM:

_____
Denton Navarro Rodriguez Bernal Santee & Zech P.C., City Attorney

CITY COUNCIL WORKSHOP
CITY OF FAIR OAKS RANCH, TEXAS

AGENDA TOPIC:	Comprehensive Plan Update Process
DATE:	September 17, 2026
DEPARTMENT:	Public Works & Engineering
PRESENTED BY:	Jessica Relucio, ENV SP, City Planner

INTRODUCTION / BACKGROUND:
The City's Comprehensive Plan was adopted in 2018 following an 18-month process that included broad and consistent public involvement led by outside consultants, with detailed oversight and involvement by City staff, a citizen Stakeholder Committee, the City Council, and the Planning and Zoning Commission (P&Z). The planning process included four town hall meetings, a community-wide survey, a two-day design workshop and open house, multiple stakeholder meetings, all of which were open to the public, and multiple City Council and P&Z meetings and workshops. This process resulted in a long-range planning document that reflected the community's vision, goals and aspirations with regard to community development. In recent years, several minor updates to the Comprehensive Plan, specifically the Future Land Use Map (FLUM), have occurred in response to development activity within the City.

To maintain community relevance, comprehensive plans are generally updated every five to 10 years, with a full, comprehensive update of background data, public visions and policy frameworks occurring at least once a decade. Rapid growth, major disasters or changes, and new state laws regarding land use are often triggers for early updates.

Based on the proposed FY 2026-27 budget, staff anticipate funding for the Comprehensive Plan update to be available on October 1. In preparation, staff is conducting workshops with the P&Z and City Council to provide background information on the project, discuss potential areas of focus, and solicit feedback from both bodies on the proposed scope. Accordingly, the P&Z held a workshop on August 13, 2026, agreeing with the plan's components, which likely will include:

- A community vision for the future
- Goals, objectives, and policies
- Natural and manmade constraints
- Elements addressing development, environmental protection, land uses, transportation, water and wastewater, drainage, parks and recreation
- Framework for zoning and development codes
- Integration with Strategic and Master Plans
- Implementation strategies

The benefits of updating the Comprehensive Plan include:

- Addressing significant changes in the community's growth, land use, or infrastructure needs
- Compliance with state or federal laws related to development or land use
- Alignment of guiding documents with current practices
- Better service the current community's vision and goals

As the process begins, community engagement activities, such as community workshops, surveys, and stakeholder meetings, will occur throughout the project. Below is a list of the tentative project phases and estimated timeline:

Phase	Task	Duration (11-16 months)
Phase 1 Foundation of the City "Who we are"	Assessment: History, background, population demographics, current resident background, i.e. education, income, types of family units, etc.	3-4 months
Phase 2 City's Vision "What to become"	Determine: Values, FLUM, elements to add/keep/remove	2-3 months
Phase 3 Implementation Strategies	Recommend Mechanisms: Short and long-term goals, priorities, programs, measurable objectives	2-3 months
Phase 4 Draft Plan	Submit Draft Plan: Document design and branding, content complete	2-3 months
Phase 5 Finalize Plan	Submit Final Plan: Finalize and adopt the Plan	2-3 months

NEXT STEPS:

- October 2026: Proposed month for posting Request for Proposals
- December 2026 – January 2027: City Council approves the consultant contract
- January – February 2027: Commencement of project kick-off

POLICY ANALYSIS / BENEFIT(S) TO CITIZENS:

Supports Strategic Plan Objective 2.2.1 to update the Comprehensive Plan and supporting master plans (transportation, drainage, fire/ EMS, facilities, water and wastewater).

LONGTERM FINANICAL AND BUDGETARY IMPACT:

The proposed FY 2026-27 budget includes $200,000 for the Comprehensive Plan update.

City Council Workshop

Comprehensive Plan Update Process

September 17, 2026

Jessica Relucio, ENV SP

City Planner

Agenda

- Overview
- 2018 Comprehensive Plan
- Purpose for updating
- Use of the comprehensive plan
- Possible scope
- Project timeline
- Next Steps
- Questions

Overview

- Develops a community vision for the future
- Sets goals, objectives, and policies
- Provides a framework for zoning and future development
- Integrates Strategic and Master Plans
- Provides implementation strategies

2018 Comprehensive Plan

Elements

- Natural and manmade constraints
- Annexation
- Future land use
- Transportation
- Parks and trails
- Water and wastewater
- Drainage
- Implementation

Maps

- Future Land Use Map (FLUM)
- Transportation Map
- Trails map

Purpose for Updating

- Best practice
- Regional growth = Frequency of updates
- Reflect current and anticipated conditions
- Embodies the vision of City residents
- Targets major issues that the City should address, both short and long-term, and guides Master Plans

How is a Comprehensive Plan Used?

- Refocus community desires and requirements for future development, plans, and city capital projects
- Identify areas for growth, preservation, redevelopment, transition, and guides zoning
- Decision-making tool to evaluate future development

Possible Scope

- Update community vision, goals, objectives, and policies
- Consider elements such as:
  - Public infrastructure (transportation, utilities, drainage, facilities)
  - Land use
  - Economic development
  - Environmental protection
  - Parks and Recreation
- Capital improvement projects
- Implementation strategies
- Community engagement such as workshops, stakeholder meetings, and a community survey

Project Timeline

Phase	Task	Duration (11-16 months)
Phase 1 – Foundation of the City "Who we are"	Assessment: History, background, population demographics, current resident background i.e. education, income, types of family units, etc.	3-4 months
Phase 2 – City's Vision "What to become"	Determine: Values, FLUM, elements to add/keep/remove	2-3 months
Phase 3 – Implementation Strategies	Recommend Mechanisms: Short and long-term goals, priorities, programs, measurable objectives	2-3 months
Phase 4 – Draft Plan	Submit Draft Plan: Document design and branding, content complete	2-3 months
Phase 5 – Finalize Plan	Submit Final Plan: Finalize and adopt the Plan	2-3 months

Next Steps

- October 2026: City posts the RFP
- December 2026 – January 2027: City Council approves the consultant contract
- January - February 2027: Project kick-off

Questions?

CITY COUNCIL WORKSHOP
CITY OF FAIR OAKS RANCH, TEXAS

AGENDA TOPIC:	Update on the Facilities Master Plan: Strategic Options
DATE:	September 17, 2026
DEPARTMENT:	Public Works & Engineering
PRESENTED BY:	Jessica Relucio, ENV SP, City Planner Chas Jordan Senior Manager Matrix Consulting Group

INTRODUCTION / BACKGROUND:
At the August 6 City Council meeting, Matrix Consulting Group presented a facility condition assessment of all existing City facilities, and a detailed evaluation of space and staffing requirements over the next 20 years. This information serves as the foundation for the Facilities Master Plan (Plan), and key takeaways from those reports include:

- A facility condition index (FCI) calculation for each facility, which is an industry-standard metric. Expressed as a percentage, a lower FCI score indicates a better-maintained, healthier facility. The overall 2026 FCI for all City facilities is 9, and is projected to increase to 15 by 2031.
- The direct cost of maintenance needs of all City facilities is $1,723,182 in 2026, and $6,561,808 through 2046.
- Based on City growth projections, at least 23 additional employees will be needed over the next 20 years, which drives space allocation needs over the same timeframe. The total additional space needed is 7,763 square feet. Some of the departments or functions needing additional space include:
    - Council Chambers
    - Finance, Human Resources and Information Technology Staffing
    - Public Works Administrative, Management, and Support Personnel
    - Municipal Court Department for offices and support space
    - Fire Station No. 3 if it is to be appropriately staffed
    - Restroom Space
    - Parking Capacity
    - Site Ingress / Egress for Equipment
    - Secured Parking Areas

As part of the next steps in the Facilities Master Plan process, the consultant developed three preliminary strategic options which are described in detail in **Attachment A**. While each of the three strategic options approaches space allocation differently, the report identifies four base recommendations and several site improvements that are incorporated into all three strategic options. These base recommendations and site improvements are foundational and are recommended regardless of which strategic option is selected as the preferred option. Each of the base recommendations and site improvements is summarized below:

1. Public Works Maintenance Building Administrative Addition
    - Add to the north to provide office and staff support spaces for public works personnel, including the engineering team functions
2. Public Works Shed Expansion and Demolition of the Parts Warehouse
    - Expand the shed to provide 5,335 square feet of additional space, including one restroom for field staff, and to accommodate the demolition of the parts warehouse facility
3. Addition to Police Department Building for Municipal Court
    - Add 463 square feet to the southeast corner of the police building to provide additional office and support space for the municipal court with a preparation room for the Municipal Judge/ Prosecutor, and a separate secure entryway
4. Ammann Road Site Satellite Facility Construction
    - This property is largely undeveloped at this time but could be utilized to construct a small, operational building to serve as a satellite location for Public Works personnel. This would include general office space, a break room, a locker room for up to ten staff members, a shower and changing area, and two restrooms. The estimated size of this new facility is 1,463 square feet. Adding a loading or service bay, data rooms, and mechanical areas would bring the total to roughly 1,800 square feet.

Estimated Costs of Four Base Recommendations:

Functional Area / Building	Sq. Ft.	Minimum Cost per SF	Cost	Maximum Cost per SF	Cost
PW Maintenance Building	6,500	$325	$2,535,000	$400	$3,120,000
Ammann Road Site	1,800	$325	$702,000	$400	$864,000
PW Shed Addition	5,400	$150	$972,000	$250	$1,620,000
Municipal Courts	500	$350	$210,000	$400	$240,000
Totals	**14,200**		**$4,419,000**		**$5,844,000**

The following site improvements are recommended for consideration in the Plan. These improvements do not apply to buildings but affect the sites where buildings are located.

1. Public Works Yard Access (Ingress and Egress) and Parking
2. Municipal Complex Parking Areas
3. Ammann Road Site Entrance and Parking

Estimated Costs of Impacted Areas:

Functional Area / Building	Sq. Ft.	Minimum Cost per SF	Cost	Maximum Cost per SF	Cost
PW Access / Parking	19,600	$150	$2,940,000	$250	$4,900,000
Municipal Complex	4,000	$95	$380,000	$115	$460,000
Ammann Road Site	6,000	$95	$570,000	$115	$690,000
Demolition of Parts WH		$35	$53,900	$50	$77,000
Totals	**29,600**		**$3,943,900**		**$6,127,000**

While each of the strategic options include similar base recommendations and site improvements, they differ in the use or expansion of the City Hall facility and in the options for public space, Council Chambers, and offices for the administrative departments. These differences are summarized below:

Strategic Option 1: Renovate and Expand

1. Building an addition to City Hall for Council Chambers / Public Meeting Space
2. Renovation of the Vacant (Former PD) Building for use by the Finance and IT Staff currently located in City Hall

Strategic One Preliminary Costs:

Functional Area / Building	Sq. Ft.	Minimum Cost per SF	Cost	Maximum Cost per SF	Cost
City Hall	2,600	$325	$1,014,000	$400	$1,248,000
Vacant Building	1,500	$200	$360,000	$275	$495,000
Totals	**4,100**		**$1,374,000**		**$1,743,000**

Strategic Option 2: New Civic Center

1. Demolish the existing vacant building and the FORHA headquarters building to construct a new Civic Center facility at the location of the current vacant building. This new facility would house a public meeting or community room, also to be used as Council Chambers, office space for FORHA staff, consistent with the currently agreed-upon space for their use, and office space for the City Administration and City Secretary departments
2. This option would provide additional space in the current City Hall building for the redistribution of office space, including moving HR, IT, and Finance functions to more appropriate office and storage areas within the existing building

Strategic Two Preliminary Costs:

Functional Area / Building	Sq. Ft.	Minimum Cost per SF	Cost	Maximum Cost per SF	Cost
New Civic Center	5,000	$325	$1,950,000	$400	$2,400,000
Demolition of FORHA & Vacant Buildings		$35	$164,094	$50	$234,420
Totals	**5,000**		**$2,114,094**		**$2,624,420**

Strategic Option 3: City Hall Annex

1. Build a City Hall annex facility to the north of the current City Hall building to provide for office, storage, and meeting spaces not currently available in existing facilities. This addition to the current City Hall would include a new office for the Mayor, a new Council Chambers, an additional Conference / Meeting Room, two additional restrooms, and a waiting area
2. Demolish the Vacant Building and expand parking in that space to provide adequate access to the facility

Strategic Three Preliminary Costs:

Functional Area / Building	Sq. Ft.	Minimum Cost per SF	Cost	Maximum Cost per SF	Cost
City Hall	3,200	$325	$1,248,000	$400	$1,536,000
Totals	**3,200**		**$1,248,000**		**$1,536,000**

Staff seeks City Council direction regarding the base recommendations, site improvements and strategic options. Ideally, one of the strategic options is selected as the preferred option, which will be refined and incorporated into the draft Plan.

Next Steps
After this phase, the project will advance to preparation of the draft Plan which will be presented to City Council in October. After review and concurrence, the Final Plan will be presented in November for adoption.

POLICY ANALYSIS / BENEFIT(S) TO CITIZENS:

- Supports Goal 2.2 of the Strategic Plan to ensure growth is guided by long-range plans and the community's voice through disciplined, proactive planning and consistent policy adherence
- Provides a long-term planning document and implementation roadmap to guide future City facility construction, expansion, renovation, reconfiguration, and multi-use of space

LONGTERM FINANICAL AND BUDGETARY IMPACT:
N/A

PRELIMINARY STRATEGIC OPTIONS FOR FACILITIES MASTER PLAN

SEPTEMBER 4, 2026

FAIR OAKS RANCH, TX

MATRIX CONSULTING GROUP

TABLE OF CONTENTS

1. INTRODUCTION 1

2. PRELIMINARY ANALYSIS 6

3. SUMMARY OF NEEDS 14

4. STRATEGIC OPTION 1 21

5. STRATEGIC OPTION 2 23

6. STRATEGIC OPTION 3 25

7. FIRE STATION NO. 3 27

8. PRELIMINARY COST ESTIMATES SUMMARY 30

APPENDIX A. VISUAL DIAGRAMS 31

DRAFT

1. INTRODUCTION

The following interim deliverable presents potential options for consideration and inclusion in the Draft Facilities Master Plan. It outlines the methodologies Matrix Consulting Group used to determine potential staffing increases and their impacts on available space at City facilities during the 20-year study period.

1.1 SPACE PLANNING INTRODUCTION AND METHODOLOGY

Matrix Consulting Group uses a proprietary Microsoft Excel spreadsheet model to assist in documenting current space allocations for the study, project space needs over the study's 20-year projection horizon, and the ability to break down a space program for particular facilities that may need replacement or major renovation, helping guide the City in managing that project in the future.

The Space Planning model uses key data inputs from the City to develop current space allocations based on a building's use, managing department, and location. This current space allocation data is based on each room in a facility and whether it is for office/personnel workspaces or other purposes. This data is primarily collected from floor plans provided by the Client, with on-site verification of select areas using tools such as MagicPlan and laser measurement. Finally, if data is not readily available on plans or through site visit reviews, the project team uses geospatial data, along with plans and notes from site reviews, to provide the best estimate of square footage by room.

This data is integrated into an inventory data set that populates separate space allocations based on the Department, the Building, the Use (Office or Other), and the room designation. The model then integrates staffing projections over the course of the 20-year horizon and applies them to the needed space for usefulness in each facility.

1.2 STAFFING AND SPACE NEEDS SUMMARY

The following summarizes the findings of the staffing projections and space needs projections in the 20-year time frame. These consolidated numbers help the project team target facilities for needed space, new facility needs, or major renovations or expansions.

DRAFT

TOTAL CITY STAFFING PROJECTIONS

Department	Building	2026 Curr.	2031 Proj.	2036 Proj.	2041 Proj.	2046 Proj.	Difference 2026-2046
Administration	City Hall	5	7	8	8	8	+3
City Council*	City Hall	1	1	1	1	1	-
City Secretary	City Hall	2	2	2	2	2	-
Communications	City Hall	1	1	1	1	1	-
Community Development	City Hall	-	-	1	1	1	+1
Finance	City Hall	5	6	6	6	7	+2
Human Resources	City Hall	2	3	3	3	3	+1
Information Technology	City Hall	2	3	3	3	3	+1
Public Works	City Hall	11	14	15	17	17	+6
Public Works	Maint. Bldg.	26	29	32	34	35	+9
Municipal Court	Police	2	2	2	2	2	0
Police	Police	30	30	30	30	30	0
Totals		87	98	104	108	110	+23

**City Mayor is not a staff position; however, office space is included.*

These staffing projections then drive space allocation needs data for consideration over the same timeframe. The total space-needs allocations are shown in the table below.

TOTAL SPACE NEEDS PROJECTIONS – 2026-2046

Building	Dept.	Curr. - 2026	Proj. - 2031	Proj. - 2036	Proj. - 2041	Proj. - 2046	Difference 2026-2046	Result
City Hall	Administration	2,095	1,334	1,659	1,795	1,822	-273	Space Sufficient
City Hall	City Council	192	1,664	1,664	1,664	1,664	1,472	Needs Space
City Hall	Communications	119	337	337	337	337	219	Needs Space
City Hall	Human Resources	281	497	687	687	687	406	Needs Space
City Hall	Finance	803	1,306	1,406	1,433	1,469	665	Needs Space
City Hall	Information Technology	236	643	743	771	771	535	Needs Space
City Hall	City Secretary	336	607	607	607	607	271	Needs Space

DRAFT

Building	Dept.	Curr. - 2026	Proj. - 2031	Proj. - 2036	Proj. - 2041	Proj. - 2046	Difference 2026-2046	Result
City Hall	Public Works	1,369	2,236	2,543	2,989	3,197	1,828	Needs Space
Maint. Bldg.	Public Works	5,180	8,302	8,774	9,222	9,490	4,311	Needs Space
Maint. Bldg.	City Secretary	184	0	0	0	0	-184	Space Sufficient
Parts Warehouse	Public Works	3,683	3,683	3,683	3,683	3,683	0	Space Sufficient
Public Works Shed	Public Works	2,497	3,600	3,600	3,600	3,600	1,103	Needs Space
Police Department	Municipal Court	1,721	1,807	1,807	1,807	1,807	87	Needs Space
Police Department	Police	6,385	4,853	4,954	5,055	5,156	-1,229	Space Sufficient
FORHA Building	FORHA	1,209	992	992	992	992	-217	Space Sufficient
Vacant Building	Unassigned	1,977	880	880	880	880	-1,097	Space Sufficient
Fire Station 2	Fire	3,190	0	0	0	0	-3,190	Space Sufficient
Fire Station 3	Fire	5,104	8,160	8,160	8,160	8,160	3,056	Needs Space
Grand Totals:		36,559	40,902	42,497	43,683	44,323	7,763	

Areas of need that are apparent from this base analysis are:

- Space allocated for the Council Chambers.
- Space for additional Human Resources and Information Technology Staffing.
- Space for Public Works Administrative, Management, and Support Personnel.
- Space for the Municipal Court Department for offices and support space.
- If Fire Station No. 3 is to be staffed (career station), additional space will be required.

1.3 OUTREACH AND CONDITION INPUTS

The project team has also conducted significant outreach and interviews with City staff and presented the previous deliverable to the City Council on specific needs, potential future staffing concepts, and areas of current space deficiency. These inputs will be incorporated into the Summary of Needs section of this report.

Additionally, capital needs and deferred maintenance findings, along with the current condition rating of each building from the Facility Condition Assessment, have been integrated for consideration in developing the preliminary options in this report.

1.4 COST PROJECTIONS

Project cost estimates were developed for each scenario. The projected cost estimate is in January 2026 dollars and is based on the region's average construction costs and comparable costs for similar

DRAFT

facilities. To determine average construction costs, the project team consulted the RSMeans 2026 Square Foot Cost Guide to develop per-square-foot cost ranges. RSMeans is a national construction estimating guide that provides average construction costs for facilities of all types (e.g., municipal town halls, maintenance garages, jails, courthouses, police and fire stations, hotels). The project team selected the most applicable construction type to identify cost ranges, using the "Low" cost in the following tables as the baseline for the facility type in RSMeans, followed by the "High" cost to account for other unknown attributes (e.g., higher-grade finishes, possible square-footage changes). Rates were adjusted above RSMeans baselines to reflect local market conditions.

Additionally, the City provided the project team with cost information from the previous Community Center project developed in 2024. The pricing for that structure was then used to assess the pricing thresholds in this report and to adjust them accordingly.

The project cost does not include site development (such as utilities), site remediation, financing costs, or utility construction beyond normal circumstances. Please note that the cost is in 2026 dollars and does not account for inflation or future increases in project costs.

Additionally, the design professionals for these projects should evaluate construction cost estimates prior to construction, so that additional considerations, such as site work and environmental compliance, can be incorporated. An additional 20% has been added to each cost variable to account for design costs and furniture, fixtures, and equipment (FF&E).

1.5 SUMMARY OF OPTIONS

The following summarizes the options outlined in the chapters that follow. Four facility-recommended items are incorporated into all three options based on the results of the Preliminary Analysis:

- Public Works Maintenance Building Administrative Addition
- Public Works Shed Expansion and Demolition of the Parts Warehouse
- Addition on Police Department Building for Municipal Courts
- Ammann Road Site Satellite Facility Construction

Additionally, site improvement recommendations are also included. These items significantly affect the space needs documented in this assessment, and the Strategic Options therefore focus on items with variability or viability. The options, therefore, focus on the use of the City Hall building and whether an expansion is necessary, as well as the use of the property where the Vacant Building and FORHA buildings are located.

STRATEGIC OPTION 1: RECONFIGURATION AND EXPANSIONS

The first option considers renovating the Vacant (Former PD) Building for use and expanding the City Hall facility to provide public meeting space.

This option would add space to the northern portion of the City Hall building for a Council Chambers/Public Meeting Space, update and renovate the vacant (Former PD) building for use, and

DRAFT

transfer the Finance and Information Technology Departments to that facility. This option also calls for the moving of HR functions to new available space in City Hall.

STRATEGIC OPTION 2: NEW CIVIC CENTER FACILITY

Under this option, the project team has considered demolishing the existing vacant building and the FORHA headquarters building to construct a new Civic Center facility on the site of the vacant building. This new facility would include a public meeting or community room, also to be used as Council Chambers, office space for FORHA staff, consistent with the currently agreed-upon space for their use, and office space for the City Administration and City Secretary Departments.

This option would then provide additional space in the current City Hall building for the redistribution of office space, including moving HR, IT, and Finance functions to more suitable office and storage areas already existing in the building.

STRATEGIC OPTION 3: CITY HALL EXPANSION TO THE NORTH

In this option, the City would build a City Hall annex north of the current City Hall building to provide office, storage, and meeting spaces not currently available in existing facilities. This option would also require demolishing the Vacant Building and expanding parking in that area to provide adequate access to the facility.

DRAFT

2. PRELIMINARY ANALYSIS

Based on the results of the preceding analysis, the following strategic options are presented for consideration ahead of the next interim deliverable for this project. These are preliminary and subject to revision and discussion by the City prior to developing the Draft Facilities Master Plan.

2.1 SUMMARY OF PRELIMINARY FINDINGS

The project team has reviewed the City's strategic expectations for the future and anticipated needs for primary service provision. These include:

- **Facility Condition Assessment Results.** The ALPHA project team presented facility condition assessment reports for the facilities owned and operated by the City. These documents cover the facilities' overall condition, the costs of renovating or maintaining them, and their capacity to remain functional for City use over the 20-year period.
- **Constraints of the Municipal Complex Site.** Most City-owned facilities are located at the Municipal Complex Site on Dietz Elkhorn Road. This site is constrained by the placement of existing buildings and their impact on available space for parking and circulation.
- **Limited Expansion Nature of the City.** The City is not considering annexations or substantial growth during the timeframe of this study, which limits growth potential and affects staffing needs.
- **Need for Public Meeting Space.** The Current Conditions Assessment noted that both the City Council and staff have expressed a need for a public meeting and usage space, including a council chambers.
- **City Service Limitations.** The City currently does not provide Recreational or Fire Rescue services, which limits potential building uses for public access space needs and the appropriate use of City-owned Fire Station facilities.
- **ADA Accessibility Issues**. Currently, the Administration Building, or City Hall, has offices and workspaces on the second floor that are accessible only by elevator or an exterior staircase. Similarly, the Public Works Maintenance Building lacks ADA-compliant access to the mezzanine/second-floor office areas.
- **Municipal Court Operations.** Given the design and layout of the Police Department building, secure access and parking, as well as space for the Municipal Judge or Prosecutors to conduct proceedings, are not available. This space also serves as Council Chambers, election space, training areas for the Police Department, committee and staff meetings, open houses, and civic events. The space is highly utilized.
- **Restroom / Locker / Shower Space.** In original or older facilities owned by the City, restroom, shower, and locker room space is limited to the original occupancy requirements.
- **FORHA Space Agreement.** The City, in Resolution 89.1, guarantees that the City will provide the Fair Oaks Ranch Homeowners Association (FORHA) with a minimum of 361 square feet of space for its use.

DRAFT

- **Northern Property Acquisition.** The City has purchased a portion of a property on Ammann Road, in partnership with the City of Boerne, for infrastructure management needs.

Each consideration is further outlined in the following sections.

2.2 FACILITY CONDITION ASSESSMENT RESULTS

The Facility Condition Assessment (FCA) by ALPHA Facility Solutions (ALPHA) assessed the physical condition and long-term capital needs of the City-owned buildings. These assessments evaluate each building and its components and determine a Facility Condition Index (FCI) for each building based on the total deferred or planned maintenance over its life relative to the value of a replacement facility. The full results of this assessment are available in the Facility Condition Assessment reports provided by ALPHA through Matrix.

The FCI quantifies a facility's physical condition at a specific point in time. It is calculated using expired system replacement costs (costs associated with systems beyond their average service life) and the building's current replacement value (CRV). Expired system replacement costs include the work necessary to restore the facility to a condition equivalent to its original (like-new) state. The FCI, in essence, compares the value of making repairs to the value of replacing the building overall:

$$FCI = \left\{\frac{Needed\ Repairs}{(CRV)}\right\} x\ 100$$

FACILITY CONDITION INDEX DATA STRUCTURE

FCI	General Description	Condition
0 - 10	Facility new or well maintained (very good to good condition)	Good
11 - 20	Facility is satisfactorily maintained (fair condition)	Fair
21 – 30	Facility is under maintained (poor condition)	Poor
31 – 60	Facility should be considered for significant renovation or possible replacement (critical condition - facility is still safe but may be more cost effective to replace than to maintain)	Replace or Renovate

The ALPHA team assessed all buildings in this study, except the WWTP Operations Building, which was not included in the original scope. These values have assisted in determining which facilities are appropriate for renovation or continued use, versus those that need to be considered for replacement or

DRAFT

significant renovation, as part of the Facility Master Plan. The general results of this study are represented in the following table.

FCI RATINGS FOR CITY FACILITIES

Name	Year Built	Area (SF)	2026 FCI	2031 FCI
City Hall	2000	7,127	3	11
Fire Station 2	1970	3,190	29	32
Fire Station 3	1999	5,104	1	13
FORHA Building	1970	1,505	13	14
Vacant Building (Former Police HQ)	1970	2,402	38	38
Police Department	2016	9,615	0	5
Public Works Maintenance Building	2000	5,600	6	14
Public Works Parts Warehouse	1950	1,540	39	42
Public Works Shed	2000	2,497	2	10
TOTALS / AREA-WEIGHTED AVERAGES	**-**	**38,580**	**9**	**15**

The FCA also assessed the potential costs of improving and maintaining an FCI in existing facilities to help guide future capital and maintenance financial planning. The results of this analysis are aggregated in the following table and are further broken down in the report from ALPHA regarding the FCA:

CURRENT AND FORECASTED NEEDS (IN AGGREGATE)

Year	Five Year Direct Costs	Cumulative Costs
2026 (Current)	$1,723,182	$1,723,182
2027-2031	$1,128,781	$2,851,962
2032-2036	$1,671,281	$4,523,243
2037-2041	$1,450,092	$5,973,336
2042-2046	$588,472	$6,561,808

FCA FINDINGS

> Based on this assessment, the two facilities in the "Replace or Renovate" category are the Vacant Building (Former Police HQ) and the Public Works Parts Warehouse. All other facilities are in "Good" or "Fair" Condition through 2031, except for Fire Station No. 2 which is listed as "Poor".

2.3 CONSTRAINTS OF THE MUNICIPAL COMPLEX SITE

Most of the City's facilities are located on the Municipal Complex Site at Dietz Elkhorn Road. These facilities have been built and arranged in a way that constrains potential site improvements if existing buildings remain and are renovated.

After review with the City, the site has no known existing stormwater or land-impact requirements that would limit new building placement or renovations and additions; however, existing parking capacity is limited and would be further constrained during periods of high visitor volume, such as public meetings or court hearings.

Opportunities to provide adequate spacing, access, and parking for these needs, as presented in this deliverable, will be considered.

2.4 LIMITED EXPANSION NATURE OF THE CITY

The City has not considered annexations or expansions beyond the 20-year time frame covered by this Facility Master Plan. As a result, growth in the City is limited to development or additional population within existing municipal boundaries. To guide growth projections, the project team has used the same growth modeling the City uses to estimate additional water connections over the next twenty years. This modeling projects a City "Built Out" date beyond the twenty-year threshold.

This then applies to staffing growth expectations for projecting future space needs for key departments such as Police and Public Works, as well as to planning and community development activities.

2.5 NEED FOR PUBLIC MEETING SPACE

Internal space survey results and key interviews with City management team members documented a community need for public meeting space that can be used regularly for City Council and potentially for community events, community organizations (such as HOAs), and board and committee meetings.

Currently, the primary spaces available for this are the Municipal Court and Police Training Room (Courtroom) in the Police Department building, and the boardroom area in the FORHA HQ Building. The boardroom area in the FORHA HQ Building is limited in space and is primarily used by FORHA for smaller meetings of committees, boards, or HOAs. The Courtroom is used for municipal court hearings, police training exercises, City Council meetings, committee meetings, staff meetings, and municipal elections. Due to the schedule of City Council meetings and municipal court hearings, time available for police training in the Courtroom is limited. Previously, the City Council held meetings in a room within the City Hall building, but this area has been renovated to provide additional staff and conference areas for the Public Works Department.

Potential options for additional public meeting space will be evaluated as part of the Facilities Master Plan.

2.6 CITY SERVICE LIMITATIONS

The City does not provide two services that are typically impactful to facility planning: Fire or Emergency Medical Services and Recreational Programming. These two limitations affect facility master planning in the following ways.

FIRE AND EMERGENCY MANAGEMENT SERVICES

The City currently owns two Fire Stations: Fire Station 2 and Fire Station 3. These facilities have not served as full-time fire stations for some time. The City also contracts with the Bexar County Emergency Services District No. 4 (ESD-4) for Firefighting and Emergency Medical Services (EMS). These two facilities are available for facility space, and only Fire Station 3 is used (infrequently) for its intended purpose.

DRAFT

FIRE STATION NO. 2

Due to its location and site constraints, Fire Station No. 2 has little value for future fire service or general municipal operations. The station is adjacent to the entrance to a residential community and offers only limited parking for public use.

Additionally, the building itself is neither designed nor situated in a way that is advantageous for providing fire services effectively. Internal circulation is ineffective because sections of the building do not have access to one another, and the equipment bays are arranged so that all apparatus would require back-ins, which would hamper traffic flow on both sides of the building. This building does not meet the prevailing operational or facility needs of modern volunteer or career fire departments.

Further discussions are required regarding potential uses for this property; however, at this time, the project team recommends considering demolition of this building due to its current condition index data from the Facility Condition Assessment, its design, lack of access, and modern operational needs. If the City does not wish to demolish the building, its best use is for storage of materials or files. Its current configuration does not provide for emergency services use, and the project team does not believe it can be renovated to make this use effective.

FIRE STATION NO. 3

This facility has good access to various routes and sufficient site space for additional functions, such as staging City equipment, spoil areas, and other uses. It is also adequately sized, in terms of apparatus bay space, to serve as a full fire station. However, the interior living areas require significant renovation to comply with current best practices for fire service facilities, including individual bunk rooms and separate locker and restroom spaces. The FCA rating reflects the building's current limited use and does not account for career station requirements.

Additionally, the living quarters would require updating due to their age and lack of use, which would prevent this station from operating full-time. While on site, the ESD-4 representatives mentioned that they had hoped to staff this station going forward and would require additional improvements to the living quarters to do so.

Several additional upgrades to the building would also be needed to meet modern station design criteria and best practices. In addition to the living quarters items mentioned above, the facility would need enhanced storage for turnout gear with exterior venting, an apparatus exhaust system, and additional storage for modern equipment and supply needs.

RECREATIONAL PROGRAMMING

The City currently does not provide recreational programming as a service, and FORHA primarily provides it. As such, the City does not have a recreation or community center that typically provides public-access meeting and functional space. Adding public-access meeting space would enable more ad hoc programming and functions to be scheduled and offered to City residents, without the need for recreational, fitness, and sporting amenities typically found in such buildings.

DRAFT

2.7 ADA ACCESSIBILITY

During site visits for both the Matrix and ALPHA project teams, some Americans with Disabilities Act (ADA) accessibility concerns were identified that should be considered during renovations or in the design of replacement facilities. Specifically, these include ensuring sufficient elevator or lift capacity at facilities with a second-floor occupied space (such as the Public Works Maintenance Building) and providing internal secondary egress options in the event of elevator failure (such as at City Hall).

While these facilities appear to meet ADA requirements for the time they were built or renovated, facility options will address any future renovation or replacement needs.

2.8 MUNICIPAL COURT OPERATIONS

The Municipal Court Department operates from a single joint office in the Police Department building, with public access through the main entrance on the building's northern side. No quarters are allocated for the Municipal Judge, and there are no secure entry points or emergency exits to secure the Judge or the Prosecutor within the space. Secure judicial quarters and separate entry and egress are best practices in municipal court facility design.

Additionally, the Court Administrator shares the primary office space with clerical support and the public transaction window, whose activities can be observed from the public lobby space.

Finally, as previously mentioned, the Courtroom, originally designed to serve as the Police training center between court sessions, now also serves as a public meeting space.

2.9 RESTROOM/LOCKER/SHOWER SPACE

In the previous interim deliverable, restroom capacity was identified as an item for further review. In addition, field personnel in Public Works require locker rooms and shower/cleaning spaces to reduce contamination risks and to prepare for and return home from work.

RESTROOM SPACE

In space planning, restrooms are not typically designated by space alone but by the number of water closets (toilets) or urinals required based on the facility's occupancy. The International Plumbing Code (IPC) designates these levels for consideration based on Occupancy Type; the following three would apply to the City:

IPC WATER CLOSET MINIMUMS

Occupancy Type	Male Water Closets	Female Water Closets
Business (Office Buildings)	1 per 25 Occupants for first 50; 1 per 50 thereafter	1 per 25 Occupants for first 50; 1 per 50 thereafter
Industrial	1 per 100 occupants	1 per 100 occupants
Assembly (in general)	~1 per 125-500 Occupants	~1 per 65-200 Occupants

The following table outlines total occupants and the number of restrooms in each facility:

DRAFT

RESTROOMS PER FACILITY WITH OCCUPANCIES

Building / Facility	Restrooms	Water Closets	Occupancy
City Hall	3	4	29
Vacant Building (Former Police Building)	1	1	0
FORHA Building	1	1	5
Police Department / Municipal Court	4	7	32
Public Works Maintenance Building	2	2	26
WWTP Control Building	1	1	0
Fire Station 2	1	1	0
Fire Station 3	2	2	0

The only building that is deemed to require restroom facilities under these standards is the Public Works Maintenance Building; however, there are other factors to consider. The two primary restrooms in the City Hall building are in the public access area and require key card access for City personnel to return to the primary office area.

LOCKER ROOM AND SHOWER SPACES

In the space planning for this study, locker room and shower space needs for the Public Works Department were specifically reviewed. Currently, the space allocated in the Maintenance Building for locker rooms is sufficient by space standards; however, a remodel to separate the locker rooms and provide restroom facilities and showering capability for both genders is recommended. This should be adjacent to break or muster room areas to improve workflow efficiency for maintenance personnel and supervisors.

2.10 FORHA SPACE AGREEMENT

The City has issued Resolution 89.1, which guarantees a minimum of 361 square feet for FORHA operations and personnel. The City is exceeding this minimum by providing the FORHA HQ Building, which has an estimated 1,200 square feet of space, including a lobby, a large open area with a meeting room, a kitchen, and storage space.

Any revisions to this building or its use will consider options to ensure that the FORHA's minimum office space requirements are met.

2.11 PRELIMINARY ASSESSMENT FINDINGS

The project team has developed recommendations based on the previous sections to guide the incorporation of needs into Strategic Options in later chapters. The following recommendations represent the project team's findings and considerations:

Preliminary Recommendation 1: Space should be reserved for public meetings and City Council or City Board meetings in future facility planning.

Preliminary Recommendation 2: The Parts Warehouse facility, due to its age and condition, should be demolished to provide site access, with additional storage supplied elsewhere. Additionally, the Vacant Building should be used only if it is sufficiently renovated for a specific purpose.

Preliminary Recommendation 3: Due to the limited expansion available in the City, the Municipal Complex should be used primarily to best meet operational requirements within the site's space restraints.

Preliminary Recommendation 4: Relocate covered equipment parking spaces in the public works area of the Municipal Complex to the perimeter to allow for building expansion options, provide ingress and egress access to this part of the Complex on Dietz Elkhorn Road, and create additional space for potential parking areas for City employees.

Preliminary Recommendation 5: For fire services, Fire Station No. 2 should not be used in the future, except as potential storage space, and Fire Station No. 3 would require extensive internal renovation for full-time use as a fire station.

Preliminary Recommendation 6: The Municipal Court space within the Police Department building is inadequate according to established standards and operational needs.

Preliminary Recommendation 7: Staff support space for restrooms, locker rooms, showering, and changing areas needs to be expanded.

Preliminary Recommendation 8: Future space options must incorporate agreed-upon spacing of at least 361 square feet for FORHA operations.

DRAFT

3. SUMMARY OF NEEDS

The following chapters will review the options for the City's consideration for inclusion in the Facilities Master Plan. This will be organized first by standard needs applicable to all options, and then by three strategic options for the City Hall, Vacant Building, and FORHA Building facilities. These options are based on the results of the Staffing and Space Needs Assessment and the Preliminary Analysis.

Several recommendations are necessary regardless of which option is selected and have no alternatives. As such, the items in this chapter should be considered applicable to all three options and are recommended regardless of which primary option the City deems best.

3.1 FACILITY RECOMMENDATIONS

Four facility-recommended items are incorporated in all three strategic options:

- Public Works Maintenance Building Administrative Addition
- Public Works Shed Expansion and Demolition of the Parts Warehouse
- Addition on Police Department Building for Municipal Courts
- Ammann Road Site Satellite Facility Construction

PUBLIC WORKS MAINTENANCE BUILDING ADDITION AND EXPANSION

This would add an extension to the north side of the Public Works Maintenance Building to provide office and staff support spaces for current Public Works personnel. This would include office space for the Public Works Administrative and Engineering functions currently located in City Hall, as well as additional office space for the Assistant Director, Supervisors, and technical staff already located in the Maintenance Building. The addition would include offices and workstations for these personnel, a conference or training room, a break room, locker rooms, a shower/changing area for personnel, two restrooms, and a customer counter/waiting area. Current Public Works staff would be consolidated into this single building.

PUBLIC WORKS STORAGE (SHED) EXPANSION AND DEMOLITION OF THE PARTS WAREHOUSE

To provide adequate maintenance storage space, the project team recommends expanding the Public Works Storage Shed at the southwest corner of the Municipal Complex property. Given the Parts Warehouse's age and current condition, the team also recommends demolishing it and relocating the items currently stored there to the new, expanded storage facility.

Based on current space requirements and the space available in the Parts Warehouse facility, the expansion is expected to require 5,335 additional square feet, including one (1) restroom for Public Works field staff and exterior covered storage for parts, supplies, and other materials. This estimate includes a 10% circulation factor for walkways and space for the team to access materials.

DRAFT

POLICE DEPARTMENT BUILDING – MUNICIPAL COURT EXPANSION

This option calls for an extension to be built on the southeast corner of the Police Building to provide additional office and support space for the Municipal Courts Department, including an office for the Administration, a preparation room for the Municipal Judge / Prosecutor, and a secure, separate accessway for Municipal Judges, Prosecutors, and Court Staff that is separate from the public entryway. This addition is projected to require 463 square feet, including a 25% circulation factor for an access hallway.

NORTH PROPERTY ACQUISITION – AMMANN ROAD SITE

The City has acquired a portion of property at the northwest corner of the City, in partnership with the City of Boerne, for future utility infrastructure development. This property is largely undeveloped at this time but could be used to construct a maintenance facility to stage personnel, equipment, and materials for Public Works Department maintenance operations, or for other purposes, including future fire station development or satellite police and law enforcement services.

Figure 1: Photo of Ammann Road Site

The project team has estimated that a small on-site operational building would be required to serve as a satellite location for Public Works personnel. This would include general office space for personnel to muster and perform office work, a break room, a locker room for up to ten (10) staff members, a shower and changing area, and two restrooms. The estimated size of this initial building is 1,463 square feet, with a 30% circulation factor applied to the allocated spaces. Additionally, the design includes a loading or service bay, and a 20% building grossing factor is applied to electrical, mechanical, and data rooms, as required. The building is estimated at roughly 1,800 square feet.

SPACE REQUIREMENTS

The following space program outlines the total space allocations recommended for inclusion in this section. This space program is based on deficiencies in the space needs of these areas identified in the previous deliverable. Areas not included in the space program remain unchanged, or this program provides space for staff to relocate.

Space Name	Number of Spaces	Space Standard	Total Useable SF	Notes
Public Works Maintenance Building Addition				
Administration and Support				
Director Office	1	180	180	Executive sized office
City Engineer Office	1	150	150	Manager sized office
City Planner	1	80	80	Professional sized office / workstation

Space Name	Number of Spaces	Space Standard	Total Useable SF	Notes
PW Admin Assistant	1	80	80	Technical sized office / workstation
Utilities Admin Assistant	1	80	80	Technical sized office / workstation
Assistant Director Office	1	150	150	Manager sized office
Supervisor Workstations	3	120	360	Supervisor sized offices / workstations
GIS Technician	1	80	80	Technical sized office / workstation
Conference / Training Room (by Staff No.)	51	25	1,275	
Breakroom (by Staff No.)	51	15	765	
Locker Room	28	10	280	Full size lockers and bench.
Shower / Changing Area	3	50	150	Unisex changing area (2) and 1 shower. Adjacent to locker room.
Restroom	2	150	300	Two unisex restrooms.
Customer Counter / Waiting	1	80	80	Waiting area for customers to drop off and pickup.
Total Useable Square Feet:			**4,010**	
Circulation Factor:		*35%*	*1,404*	
Total Departmental Square Feet:			**5,414**	
Building Grossing Factor:		*20%*	*1,083*	
Total Building Gross Square Feet			**6,497**	
New Ammann Road Site				
Workroom / Office	5	80	400	
Breakroom	5	15	75	
Locker Room	10	10	100	Full size lockers and bench.
Shower / Changing Area	5	50	250	Unisex changing area and showers. Adjacent to locker room.
Restroom	2	150	300	Two unisex restrooms.
Total Square Feet:			**1,125**	
Circulation Factor:		*30%*	*338*	
Total Departmental Square Feet:			**1,463**	
Loading / Service Bay:		*3%*	*37*	
Total Departmental Square Feet			**1,499**	
Building Grossing Factor:		*20%*	*300*	
Total Building Gross Square Feet			**1,799**	
Public Works Shed Addition				
Storage / Covered Space				
Additional Covered Storage Space	1	4,800	4,800	
Restroom	1	50	50	
Total Useable Square Feet:			**4,850**	
Circulation Factor:		*10%*	*485*	

DRAFT

Space Name	Number of Spaces	Space Standard	Total Useable SF	Notes
Total Departmental Square Feet:			**5,335**	
Municipal Courts Addition				
Storage / Covered Space				
Municipal Judge / Prosecutor Preparation Room	1	150	150	
Administrator Office	1	170	170	Executive sized office
Entryway	1	50	50	
Total Useable Square Feet:			**370**	
Circulation Factor:		*25%*	*93*	
Total Courts Square Feet:			**463**	

PRELIMINARY COST ESTIMATES – FACILITY RECOMMENDATIONS

The following represent preliminary cost estimates of the options listed above. Square footage is rounded to the nearest 100 square feet. Cost includes a 20% allowance for design and FF&E.

Functional Area / Building	Sq. Ft.	Minimum Cost per SF	Cost	Maximum Cost per SF	Cost
PW Maintenance Building	6,500	$325	$2,535,000	$400	$3,120,000
Ammann Road Site	1,800	$325	$702,000	$400	$864,000
PW Shed Addition	5,400	$150	$972,000	$250	$1,620,000
Municipal Courts	500	$350	$210,000	$400	$240,000
Totals	**14,200**		**$4,419,000**		**$5,844,000**

3.2 SITE NEEDS RECOMMENDATIONS

In addition to the facility recommendations provided, the following site improvements are recommended for consideration in the Facilities Master Plan. These improvements do not apply to buildings but affect the sites around where buildings are located.

PUBLIC WORKS YARD INGRESS AND EGRESS

The Municipal Complex site has only two direct ingress and egress points. The first is the primary north entrance on Dietz Elkhorn Road, and the second is the east entrance off Chartwell Lane. All vehicles, including those for Public Works and the Police Department's secured parking area, must enter or exit through these two points.

An additional entrance off Dietz Elkhorn Road into the Complex's Public Works section would reduce traffic and circulation problems caused by heavy equipment using the current internal driveways, which are better suited to light-duty vehicles. This would also provide a second point of egress into the site's secure parking areas.

DRAFT

This would alleviate parking and congestion issues at the secure gate leading to Public Works and the Police Department. The estimated site work is for 2,000 square feet of pavement or gravel to provide access to the Public Works Yard from this entrance.

This would also provide greater circulation for the use of internal public parking for public events, meetings, and other special purposes. Another important impact would be the reduction of heavy equipment/vehicles in the public parking areas and the drive aisle, which would reduce the risk of accidents.

PARKING AREAS IN THE PUBLIC WORKS YARD

This recommendation includes removing the existing covered parking areas for Public Works Equipment and relocating them to the property perimeter to provide the access point described in the previous section and to provide adequate parking for Public Works personnel. The total square footage of these parking areas is estimated at 7,509 square feet based on current sizing. Accordingly, this square footage is used to track the potential costs of relocating or reconstructing these covered parking structures.

Additionally, an estimated 25 parking spaces are recommended to provide parking for Public Works staff in the revised area. This estimate is based on a twenty-year staffing projection of 30 front-line staff in this Department, less five spaces to be moved to the Ammann Road facility if constructed.

MUNICIPAL COMPLEX PARKING AREAS

Currently, parking at the Municipal Complex is constrained by the site layout. Public parking is available along the main entrance driveway in front of the City Hall facility, while staff parking is located to the south of City Hall in the parking lot next to the current vacant building. Staff parking for Public Works is along the fenceline on the western boundary of the complex. The FORHA building uses the spaces surrounding it for staff and visitor parking. Finally, the Police Department has limited secured parking to the west and public parking to the north and east. The following is the project team's count of spaces and their designation as Americans with Disabilities Act (ADA), staff, or public access.

Building / Facility	ADA Spaces	Public Spaces	Staff Spaces	Total
City Hall	2	21	10	33
Vacant Building (Former Police Building)	1	13	0	14
FORHA Building	1	21	0	22
Police Department / Municipal Court	2	8	10	20
Totals	**6**	**63**	**20**	**89**

Additionally, the Public Works Maintenance Building and Public Works Yard park roughly 20 to 25 staff vehicles within the complex's gated area and provide covered parking for Public Works equipment and vehicles under three covered structures.

DRAFT

The current secured parking and storage area for the Police Department is also constrained and should be considered for extension to comply with Federal Bureau of Investigation (FBI) Criminal Justice Information Services (CJIS) requirements for secured access to law enforcement vehicles. The project team will assess this based on the current vehicle counts for the Police Department in the Facility Master Plan.

Finally, site considerations for appropriate parking should be based on the need for additional public meeting space for special events, such as City Council meetings, HOA meetings, and Municipal Court trials. As such, with the addition of 25 spaces in the Public Works area along the recommended additional ingress, an additional 10 spaces are recommended for use at the Municipal Complex. These are recommended to be located either at the site of the existing Parts Warehouse facility or incorporated into the site plans for Strategic Option 2 by constructing a new Civic Center.

AMMANN ROAD SITE ENTRANCE AND PARKING

Finally, if the new facility at the Ammann Road Site is constructed, it is recommended that an entrance with approximately 2,000 square feet of pavement, a gate, and ten (10) additional parking spaces for staff vehicles and equipment be planned. This would include space to stage five (5) personal vehicles and five (5) City vehicles or equipment at this location.

PRELIMINARY COST ESTIMATES – SITE NEEDS

The following represent preliminary cost estimates of the options listed above. Square footage is rounded to the nearest 100 square feet. The Public Works Access and Parking values are larger due to these being covered structures and the need for an access gate.

Functional Area / Building	Sq. Ft.	Minimum Cost per SF	Cost	Maximum Cost per SF	Cost
PW Access / Parking	19,600	$150	$2,940,000	$250	$4,900,000
Municipal Complex	4,000	$95	$380,000	$115	$460,000
Ammann Road Site	6,000	$95	$570,000	$115	$690,000
Demolition of Parts WH		$35	$53,900	$50	$77,000
Totals	**29,600**		**$3,943,900**		**$6,127,000**

3.3 STRATEGIC OPTIONS TO CONSIDER

The previous four items are recommended regardless of the following options because of the space requirements outlined in the Staffing and Space Analysis. These are considered base recommendations that apply to all options, as they are required regardless of the options listed. The only true variability in viable options lies in the use or expansion of the City Hall facility and in the options for public space and offices for the administrative departments, Council Chambers, and associated functions. As such, the following Strategic Options focus on three considerations:

DRAFT

- **Strategic Option 1** – Renovation of Current Facilities and Small Additions for Space
- **Strategic Option 2** – Demolition of the Vacant PD Building, the FORHA Building, and the construction of a new Civic Center Facility
- **Strategic Option 3** – Larger Addition to the City Hall Facility for Space and Civic Space

Each option is then assessed for space needed and cost, with construction cost estimates provided.

DRAFT

4. STRATEGIC OPTION 1

The first strategic option, in addition to the items in Chapter 3, considers renovating the current Vacant (former Police Headquarters) Building and expanding the City Hall facility.

This option would allow for:

- Building an addition to City Hall for Council Chambers / Public Meeting Space
- Renovation of the Vacant (Former PD) Building for use by the Finance and IT Staff currently located in City Hall.

This option would provide additional space in the current City Hall building by redistributing office space, including moving HR functions to more appropriate office and storage areas within the existing building.

In addition to the items listed in Chapter 3, which include:

- Public Works Maintenance Building Administrative Addition
- Public Works Shed Expansion and Demolition of the Parts Warehouse
- Addition on Police Department Building for Municipal Courts
- Ammann Road Site Satellite Facility Construction
- Municipal Complex Site Improvements

VACANT BUILDING RENOVATIONS

Renovation of the current vacant former police building for use and to transfer the Finance and Information Technology (IT) Departments to that facility. This would include renovating the building's interior layout to include offices and workstations for the finance department team, the IT Manager, and the Network Technician, as well as space for future IT Staffing, an entryway, and a waiting area.

CITY HALL EXPANSION OR ADDITION

Finally, this option would add to the current City Hall building to include a new Council Chambers, two (2) restrooms, and an entryway to this area.

SPACE REQUIREMENTS

The following space program outlines the total space allocations recommended for inclusion in this option. This space program is based on deficiencies in the space needs of these areas identified in the previous deliverable. Areas not provided in the space program remain unchanged, or space is provided through this program's implementation for staff to relocate to.

DRAFT

STRATEGIC OPTION 1 – SPACE PROGRAM

Space Name	Number of Spaces	Space Standard	Total Useable SF	Notes
City Hall Addition				
Council Chambers	1	1,500	1,500	Based on Standard Sizing for Council Chambers.
Restroom	2	50	100	
Entryway	1	120	120	
Total Useable Square Feet:			**1,720**	
Circulation Factor:		*25%*	*430*	
Total City Council Square Feet:			**2,150**	
Building Grossing Factor:		*20%*	*430*	
Total Building Gross Square Feet			**2,580**	
Vacant Building Renovation				
Finance Director Office	1	180	180	Executive sized office
Accounting Manager Office	1	150	150	Manager sized office
Procurement Manager Office	1	150	150	Manager sized office
Accountant	1	80	80	Professional sized office / workstation
Finance Specialist	1	80	80	Professional sized office / workstation
IT Manager Office	1	150	150	Manager sized office
Network Technician	1	80	80	Professional sized office / workstation
Additional IT Staffing	3	80	240	Technical sized office / workstation
Entryway	1	80	80	
Total Useable Square Feet:			**1,190**	
Circulation Factor:		*25%*	*298*	
Total Square Feet:			**1,488**	

PRELIMINARY COST ESTIMATES

The following represent preliminary cost estimates of the option listed above. Square footage is rounded to the nearest 100 square feet. Cost includes a 20% allowance for design and FF&E.

STRATEGIC OPTION 1 – PRELIMINARY COST ESTIMATES

Functional Area / Building	Sq. Ft.	Minimum Cost per SF	Cost	Maximum Cost per SF	Cost
City Hall	2,600	$325	$1,014,000	$400	$1,248,000
Vacant Building	1,500	$200	$360,000	$275	$495,000
Totals	**4,100**		**$1,374,000**		**$1,743,000**

DRAFT

5. STRATEGIC OPTION 2

The second strategic option, in addition to the items in Chapter 3, considers demolishing the existing vacant building and the FORHA headquarters building to construct a new Civic Center facility at the current vacant building's location. This new facility would house a public meeting or community room, also to be used as Council Chambers; office space for FORHA staff, consistent with the currently agreed-upon space for their use; and office space for the City Administration and City Secretary Departments.

This option would provide additional space in the current City Hall building by redistributing office space, including relocating HR, IT, and Finance functions to more suitable office and storage areas within the existing building.

This new Civic Center would include offices for the City Manager, the two (2) Assistant City Managers, the City Secretary, the Deputy City Secretary, and the Mayor. Additionally, it would include space for:

- New City Council Chambers
- Two offices for the FORHA
- Conference room
- Two restrooms
- A customer counter/waiting area.

In addition to the items listed in Chapter 3, which include:

- Public Works Maintenance Building Administrative Addition
- Public Works Shed Expansion and Demolition of the Parts Warehouse
- Addition on Police Department Building for Municipal Courts
- Ammann Road Site Satellite Facility Construction
- Municipal Complex Site Improvements

SPACE REQUIREMENTS

The following space program outlines the total space allocations recommended for inclusion in this option. Areas not provided in the space program remain unchanged, or space is provided through this program's implementation for staff to relocate to.

STRATEGIC OPTION 2 – SPACE PROGRAM

Space Name	Number of Spaces	Space Standard	Total Useable SF	Notes
New Civic Center Construction				
Administration and Support				
City Manager Office	1	180	180	

DRAFT

Assistant City Manager Office	1	180	180	
Assistant City Manager Office	1	180	180	
City Secretary Office	1	180	180	
Deputy City Secretary Office	1	120	120	
Mayor Office	1	180	180	
Council Chambers	1	1,500	1,500	
FORHA Offices	2	300	600	
Conference / Meeting Room	25	25	625	
Restroom	2	50	100	Two unisex restrooms.
Customer Counter / Waiting	1	80	80	Waiting area for customers to drop off and pickup.
Total Useable Square Feet:			**3,925**	
Circulation Factor:		*25%*	*981*	
Total Departmental Square Feet:			**4,906**	

PRELIMINARY COST ESTIMATES

The following represent preliminary cost estimates of the option listed above. Square footage is rounded to the nearest 100 square feet. Cost includes a 20% allowance for design and FF&E.

STRATEGIC OPTION 2 – PRELIMINARY COST ESTIMATES

Functional Area / Building	Sq. Ft.	Minimum Cost per SF	Cost	Maximum Cost per SF	Cost
New Civic Center	5,000	$325	$1,950,000	$400	$2,400,000
Demolition of FORHA & Vacant Buildings		$35	$164,094	$50	$234,420
Totals	**5,000**		**$2,114,094**		**$2,624,420**

DRAFT

6. STRATEGIC OPTION 3

The third strategic option, in addition to the items in Chapter 3, is to build a City Hall annex north of the current City Hall to provide office, storage, and meeting spaces not currently available in existing facilities. This addition to the current City Hall would include a new office for the Mayor, a new Council Chambers, an additional Conference / Meeting Room, two additional restrooms, and a waiting area.

In addition to the items listed in Chapter 3, which include:

- Public Works Maintenance Building Administrative Addition
- Public Works Shed Expansion and Demolition of the Parts Warehouse
- Addition on Police Department Building for Municipal Courts
- Ammann Road Site Satellite Facility Construction
- Municipal Complex Site Improvements

SPACE REQUIREMENTS FOR ADDITION

The following space program outlines the total space allocations recommended for inclusion in this option.

STRATEGIC OPTION 3 – SPACE PROGRAM

Space Name	Number of Spaces	Space Standard	Total Useable SF	Notes
City Hall Addition				
Administration and Support				
Mayor Office	1	180	180	Technical sized office / workstation
Council Chambers	1	1,500	1,500	Based on Standard Sizing for Council Chambers.
Conference / Meeting Room	25	25	625	
Restroom	2	50	100	Two unisex restrooms.
Customer Counter / Waiting	1	80	80	Waiting area for customers to drop off and pickup.
Total Useable Square Feet:			**2,485**	
Circulation Factor:		*25%*	*621*	
Total Departmental Square Feet:			**3,106**	

PRELIMINARY COST ESTIMATES

The following represent preliminary cost estimates of the options listed above. Square footage is rounded to the nearest 100 square feet. Cost includes a 20% allowance for design and FF&E.

DRAFT

STRATEGIC OPTION 3 – PRELIMINARY COST ESTIMATES

Functional Area / Building	Sq. Ft.	Minimum Cost per SF	Cost	Maximum Cost per SF	Cost
City Hall	3,200	$325	$1,248,000	$400	$1,536,000
Totals	**3,200**		**$1,248,000**		**$1,536,000**

DRAFT

7. FIRE STATION NO. 3

For Fire Station #3 to become a fully functioning career station, significant renovation will be required to incorporate modern fire station amenities and functionality. The following points summarize the assumptions and modifications needed to transition this building into a career station for a total of 6 staff members.

The most feasible option is to renovate the existing building to meet career station needs. This includes a complete renovation of the living and office spaces and an expansion. The most economical approach is to expand the living areas into the fire station's bays. Alternatively, the building footprint may be expanded to accommodate needs. Note: this study did not evaluate the structural integrity of the existing building or the feasibility of adding a second floor above the existing living areas. The information provided by the City indicates that the structural requirements in this area are sufficient for this purpose, but this should be evaluated by a structural engineer during the design of these improvements. The project team believes that adding usable space on the second floor would likely require an elevator to meet ADA requirements.

To accommodate the needs of the sleeping, working, and living areas, it is recommended that the existing living/work areas be redesigned and expanded into the adjacent bay to improve operational efficiency.

- Upgrade/replace the HVAC system as part of a renovation.
- Add fire alarms/sprinklers in the building.
- As part of the living area redesign and expansion, the following should be added:
  - Six individual sleeping rooms (may want to consider seven rooms in the event a Battalion/Crew Chief is added in the future).
  - Add at least two individual restrooms.
  - Add two individual showers.
  - Incorporate two offices.
  - A kitchen and living area that can accommodate up to eight (3 two-person apparatus, battalion chief, and training) staff to allow for temporary assignments if needed.
  - Residential laundry room.
  - Small storage room for building supplies.
- The following renovations will need to be incorporated into the apparatus bay:
  - Add a vehicle exhaust removal system.
  - Add a firefighter gear storage (PPE) room that is located away from staff quarters and that has a separate external ventilation system.

DRAFT

  - Adjacent to the gear storage room, add extractor equipment and a decontamination room for staff and their gear.
  - Add insulation along walls and ceilings.
- Additional considerations include:
  - Replace apparatus bay doors that include additional natural light access.
  - Incorporate more windows into the living and work areas.
  - A SCBA refilling and storage system may be needed.
  - If the building is not on sewer, it may require an expanded septic system.
  - HVAC system that has separate zones
  - Building may require upgrades to meet current FEMA critical infrastructure design standards.

The transition to a career station will require a significant capital investment to meet minimum modern standards for fire station design. A major renovation will be required for Fire Station #3.

The project team estimates that renovations will be required for 6,799 square feet of space, including a 30% circulation factor for accessibility and hallways. Additionally, a 20% building grossing factor is applied to this renovation, resulting in a total of 8,159 square feet. Upon designing these improvements, the design team will need to assess whether they can be added above the existing interior office and staffing space, or, based on structural requirements, whether it is more financially feasible to expand into one of the three existing equipment bays.

SPACE REQUIREMENTS

The following space program outlines the total space allocations recommended for inclusion in this option. This space program is based on deficiencies identified in the previous deliverable regarding space needs for these areas.

ADDITIONAL RENOVATION OR EXPANSION – SPACE PROGRAM

Space Name/Designation	# of Spaces	Space Standard	Total SF	Notes
Fire Station No. 3				
Entry Vestibule	1	80	80	Entranceway that includes phone.
Staff Office	2	80	160	Two staff workstations, shared office.
Kitchen	1	200	200	Full kitchen that includes refrigerator (3), range, sink, and cabinets/counters.
Dining	1	200	200	Dining area adjacent to kitchen. Sized for 10 staff.
Living Area	6	60	360	Open area for staff to congregate.
Restroom/Shower - Unisex	2	100	200	Private restroom/shower.
Restroom Unisex	2	50	100	Private restroom.
Staff Sleep Quarters	7	125	875	Individual sleep quarters for staff. Includes twin bed, small desk, and lockable closets/drawers for staff.
Apparatus Bays	2	1,000	2,000	Two adjoining apparatus bays.

DRAFT

Space Name/Designation	# of Spaces	Space Standard	Total SF	Notes
Bunker Gear Storage / Wash Area	1	300	300	Gear storage for staff. Hookups for washer/extractor.
Decontamination Area	1	150	150	Room with large sink and table to decontaminate equipment. Include floor drain.
Supply Storage	1	100	100	Supply storage accessible from apparatus bays.
Equipment Storage	1	100	100	Equipment storage adjacent to apparatus bays.
Exercise Area	1	250	250	Open area for exercise equipment storage and use.
Janitor's Closet	1	35	35	Includes sink/water supply and floor drain.
Telecom Room	1	120	120	Telephone, Locution, Alerting, radio equipment
Total Square Feet:			**5,230**	
Circulation Factor:		*30%*	*1,569*	
Total Departmental Square Feet:			**6,799**	
Building Grossing Factor:		*20%*	*1,360*	
Total Building Gross Square Feet			**8,159**	

PRELIMINARY COST ESTIMATES

The following represent preliminary cost estimates of the options listed above. Square footage is rounded to the nearest 100 square feet. Cost includes a 20% allowance for design and FF&E.

FIRE STATION NO. 3 RENOVATION – PRELIMINARY COST ESTIMATES

Functional Area / Building	Sq. Ft.	Minimum Cost per SF	Cost	Maximum Cost per SF	Cost
Fire Station No. 3	8,200	$200	$1,968,000	$300	$2,952,000
Totals	**8,200**		**$1,968,000**		**$2,952,000**

DRAFT

8. PRELIMINARY COST ESTIMATES SUMMARY

The following is a summary table of the preliminary costs for the options and variables outlined in this preliminary analysis and strategic options deliverable:

The project team will assess these options with the City's steering committee to determine which options are appropriate for inclusion in the Facilities Master Plan.

Functional Area / Building	Sq. Ft.	Minimum Cost per SF	Cost	Maximum Cost per SF	Cost
BASE RECOMMENDATIONS					
PW Maintenance Building	6,500	$325	$2,535,000	$400	$3,120,000
Ammann Road Site	1,800	$325	$702,000	$400	$864,000
PW Shed Addition	5,400	$150	$972,000	$250	$1,620,000
Municipal Courts	500	$350	$210,000	$400	$240,000
Totals	**14,200**		**$4,419,000**		**$5,844,000**
SITE NEEDS					
Public Works Access and Parking	19,600	$150	$2,940,000	$250	$4,900,000
Municipal Complex	4,000	$95	$380,000	$115	$460,000
Ammann Road Site	6,000	$95	$570,000	$115	$690,000
Demolition of Parts Warehouse		$35	$53,900	$50	$77,000
Totals	**29,600**		**$3,943,900**		**$6,127,000**
STRATEGIC OPTION 1					
City Hall	2,600	$325	$1,014,000	$400	$1,248,000
Vacant Building	1,500	$200	$360,000	$275	$495,000
Totals	**4,100**		**$1,374,000**		**$1,743,000**
STRATEGIC OPTION 2					
New Civic Center	5,000	$325	$1,950,000	$400	$2,400,000
Demolition of FORHA & Vacant Buildings		$35	$164,094	$50	$234,420
Totals	**5,000**		**$2,114,094**		**$2,634,420**
STRATEGIC OPTION 3					
City Hall	3,200	$325	$1,248,000	$400	$1,536,000
Totals	**3,200**		**$1,248,000**		**$1,536,000**
FIRE STATION NO. 3					
Fire Station No. 3	8,200	$200	$1,968,000	$300	$2,952,000
Totals	**8,200**		**$1,968,000**		**$2,952,000**
TOTALS (BASE + SITE NEEDS + OPTION)					
Total Option 1			**$9,736,900**		**$13,714,000**
Total Option 2			**$10,476,994**		**$14,605,420**
Total Option 3			**$9,610,900**		**$13,507,000**

DRAFT

APPENDIX A. VISUAL DIAGRAMS

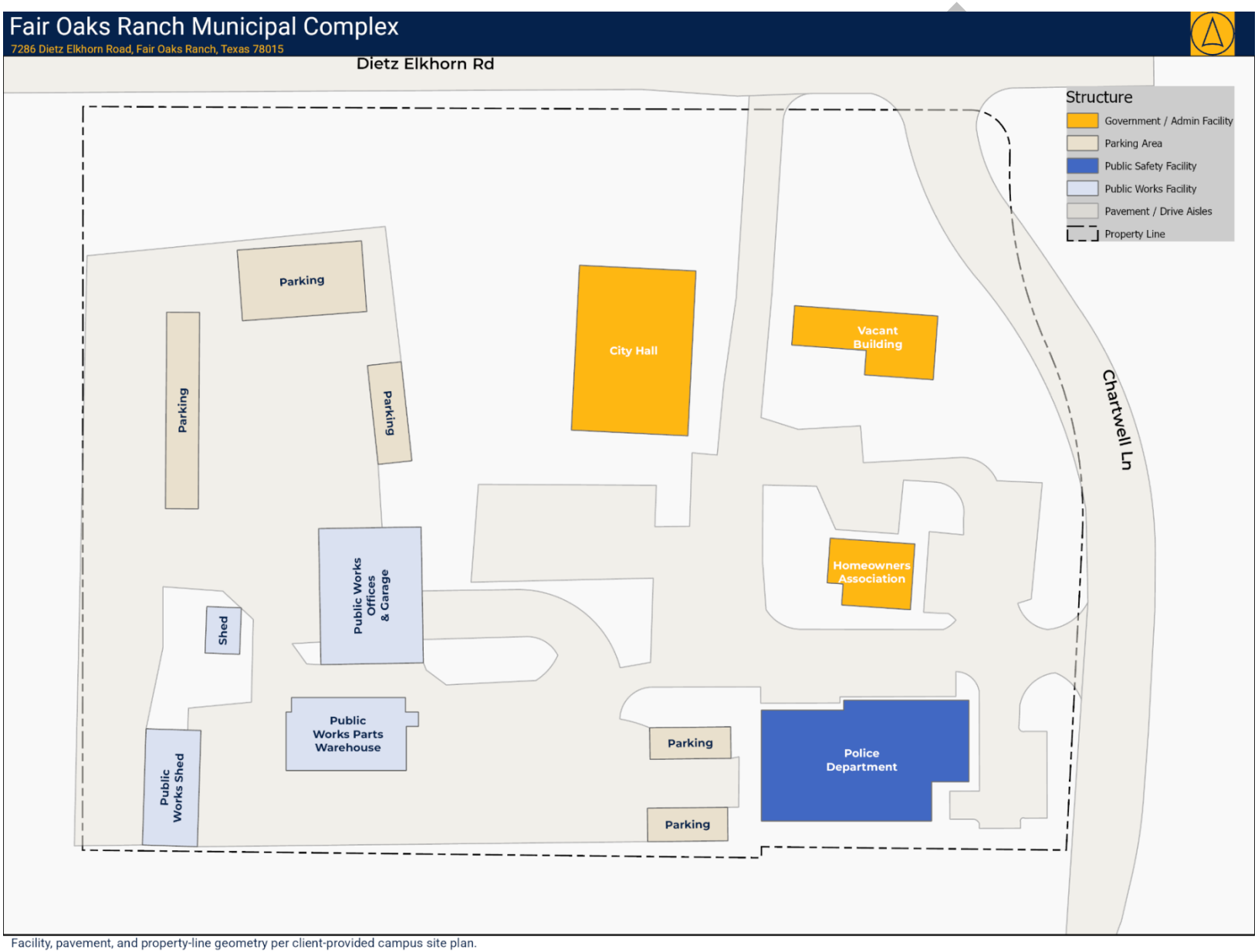
The following represents visual diagrams of current conditions and the options listed in previous sections.

A.1 CURRENT SITE DIAGRAMS

THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK

DRAFT

MUNICIPAL COMPLEX



Facility, pavement, and property-line geometry per client-provided campus site plan.
Boundary shown is approximate and not survey-grade; verify against a recorded plat prior to design or permitting use.

FIRE STATION NO. 2

Facility, pavement, and property-line geometry per client-provided campus site plan.
Boundary shown is approximate and not survey-grade; verify against a recorded plat prior to design or permitting use.

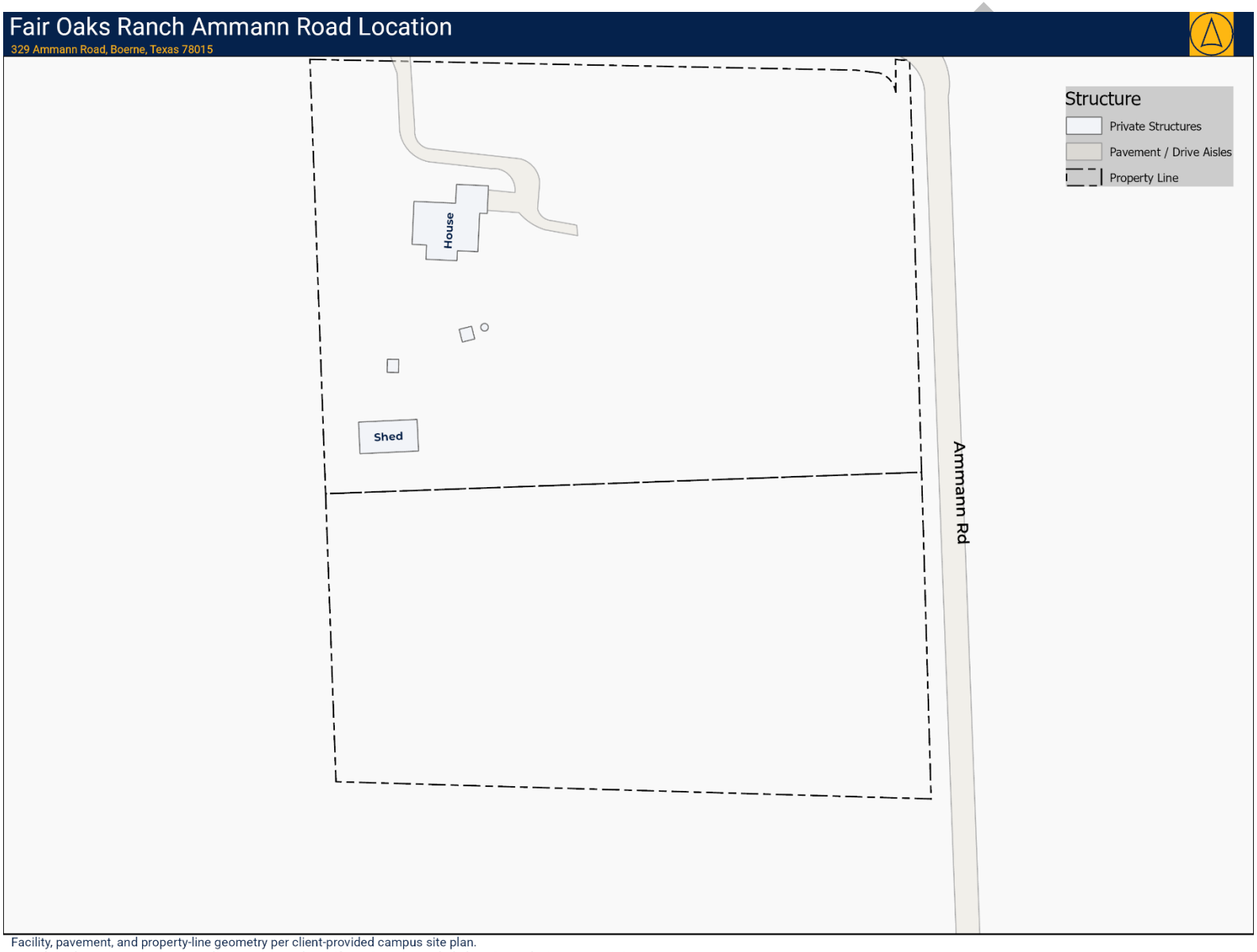
FIRE STATION NO. 3

Facility, pavement, and property-line geometry per client-provided campus site plan.
Boundary shown is approximate and not survey-grade; verify against a recorded plat prior to design or permitting use.

WASTEWATER TREATMENT FACILITY

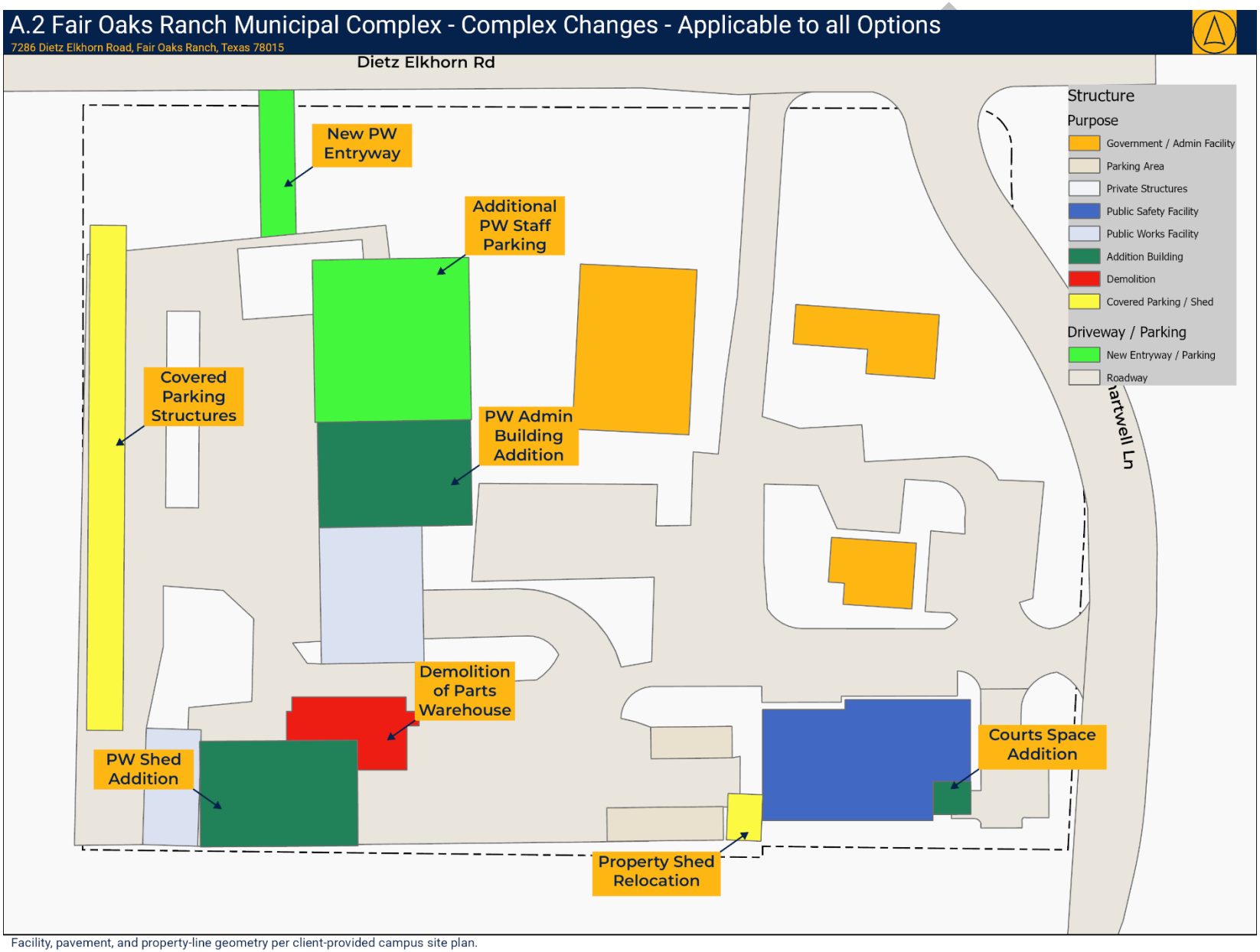
Facility, pavement, and property-line geometry per client-provided campus site plan.
Boundary shown is approximate and not survey-grade; verify against a recorded plat prior to design or permitting use.

AMMANN ROAD PROPERTY



Facility, pavement, and property-line geometry per client-provided campus site plan.
Boundary shown is approximate and not survey-grade; verify against a recorded plat prior to design or permitting use.

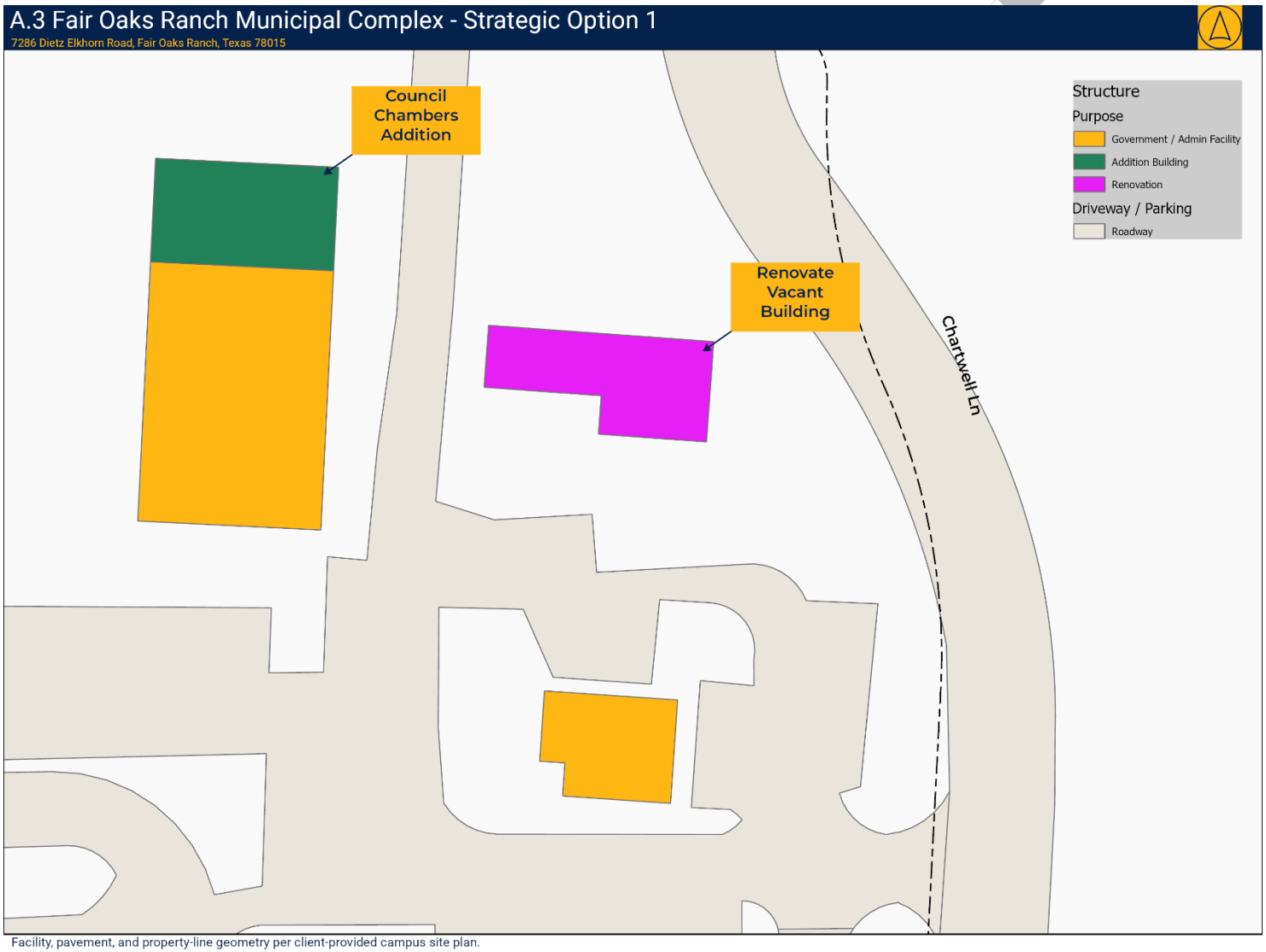
A.2 ITEMS APPLICABLE TO ALL OPTIONS (CHAPTER 3)



Facility, pavement, and property-line geometry per client-provided campus site plan.
Boundary shown is approximate and not survey-grade; verify against a recorded plat prior to design or permitting use.

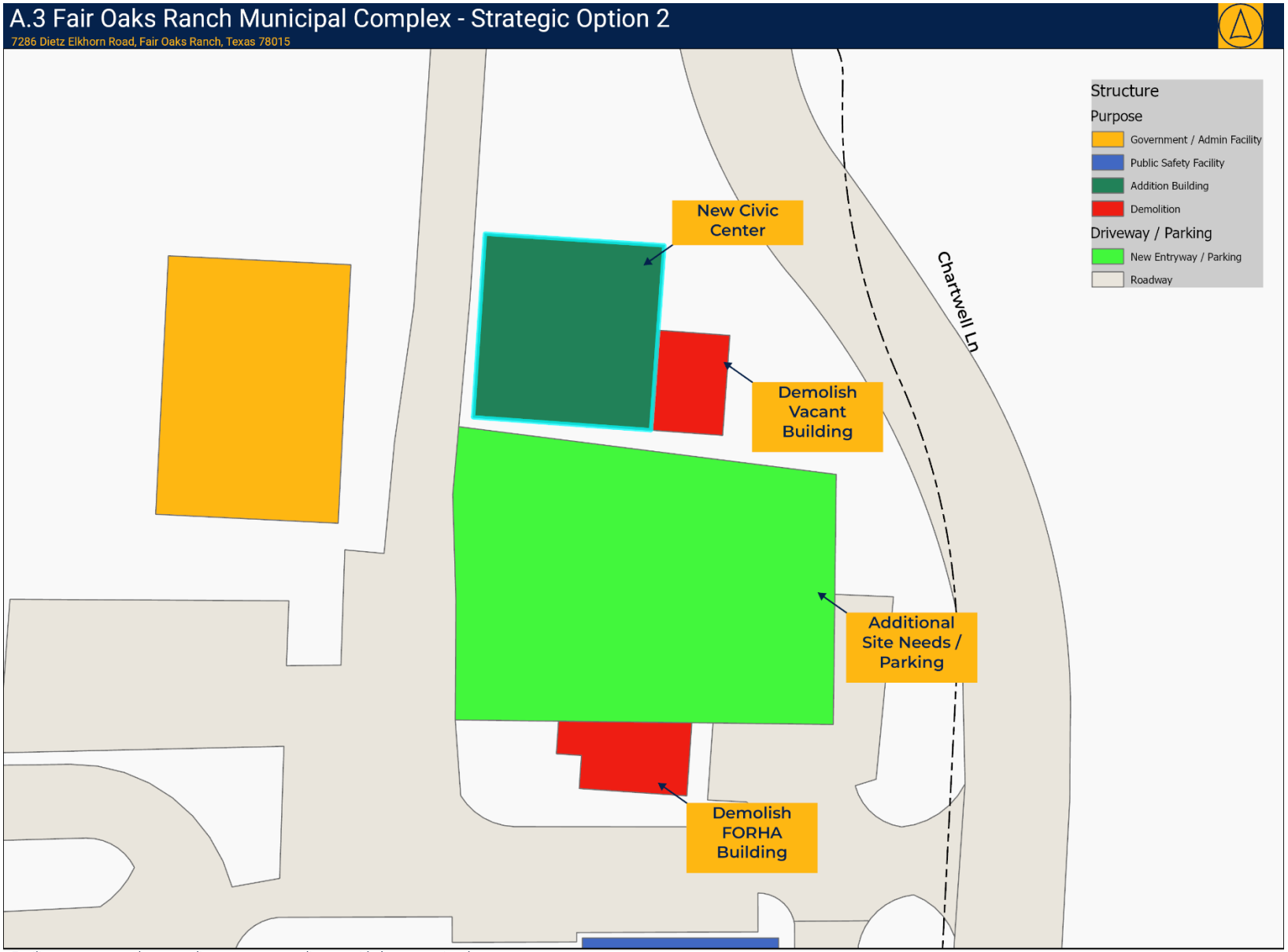
A.3 STRATEGIC OPTIONS

STRATEGIC OPTION 1 (CHAPTER 4)



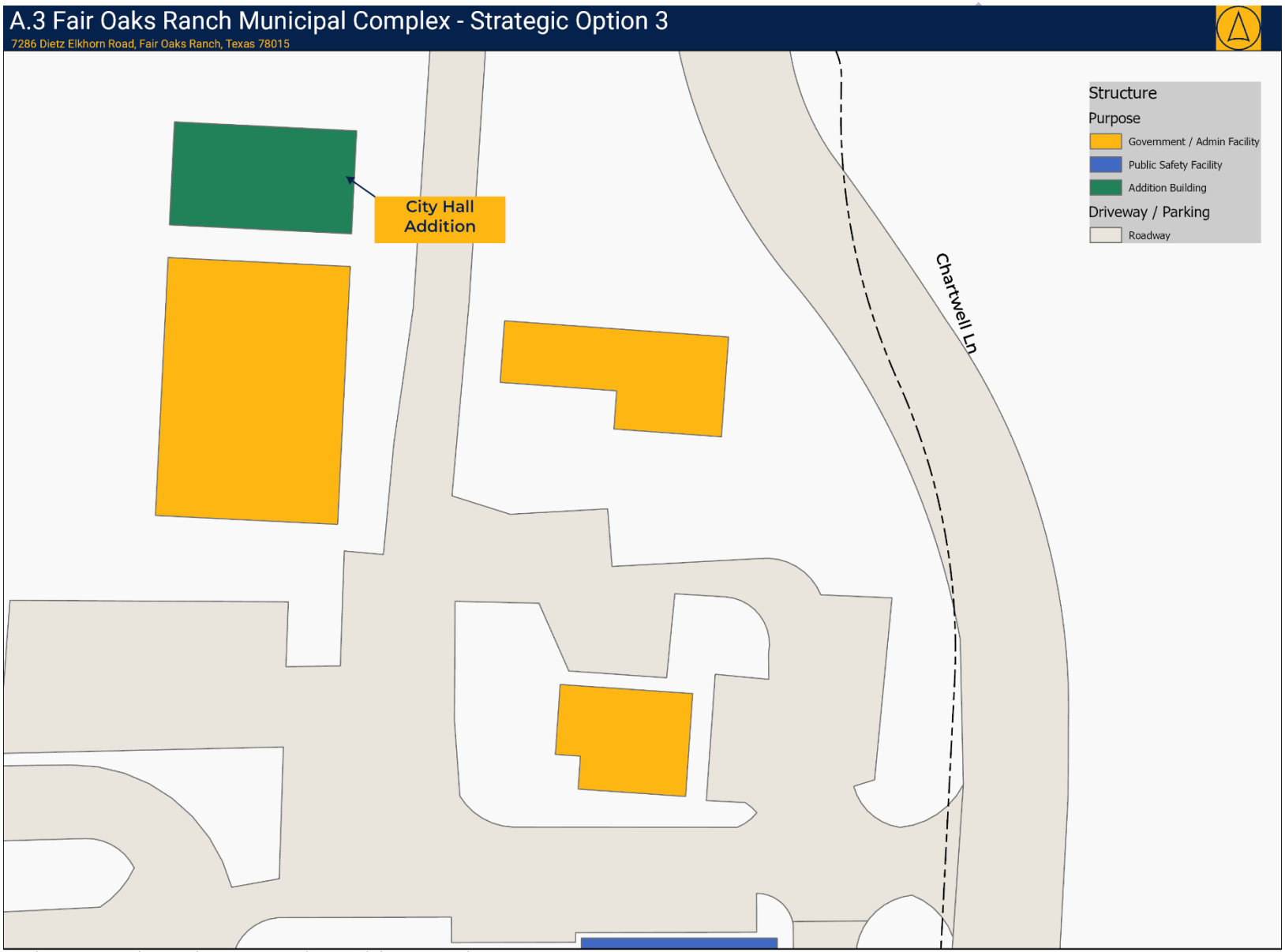
Facility, pavement, and property-line geometry per client-provided campus site plan.
Boundary shown is approximate and not survey-grade; verify against a recorded plat prior to design or permitting use.

STRATEGIC OPTION 2 (CHAPTER 5)



Facility, pavement, and property-line geometry per client-provided campus site plan.
Boundary shown is approximate and not survey-grade; verify against a recorded plat prior to design or permitting use.

STRATEGIC OPTION 3 (CHAPTER 6)



Facility, pavement, and property-line geometry per client-provided campus site plan.
Boundary shown is approximate and not survey-grade; verify against a recorded plat prior to design or permitting use.

FACILITY MASTER PLAN UPDATE

SEPTEMBER 17, 2026

CITY OF FAIR OAKS RANCH, TEXAS

Alpha™ Facilities Solutions
Building perspective.

MATRIX CONSULTING GROUP

AGENDA

Study Purpose and Approach 3

Preliminary Findings 6

Base Recommendations 8

Three Strategic Options 12

Costs and Next Steps 17

FACILITY MASTER PLAN SCOPE AND OBJECTIVES

- **Assess Existing Facility Conditions**
- **Identify Future Facility Requirements**
- **Make recommendations to optimize site efficiency and utilization of City facilities**
- **Formulate potential cost impacts of potential options**

PROJECT TASK PLAN

CONDITIONS ASSESSMENT

- Project Kickoff
- Data Collection & Interviews
- Space Survey / Site Visits
- Facility Condition Assessments
- Space and Utilization Analysis

SPACE AND STAFFING ANALYSIS / OPTIONS

- Staffing Projections
- Space Needs Assessment
- Draft Strategic Options

REPORTING & RECOMMENDATIONS

- Draft Master Plan and Recommendations
- Final Master Plan and Recommendations

STUDY AT A GLANCE

Matrix Consulting Group projected staffing and space needs for every City department over a 20-year horizon, then tested three ways the City could meet them.

20

YEAR HORIZON

- Staffing and facility needs projected from 2026 through 2046.

+23

NEW POSITIONS

- City staffing grows from 87 today to 110 by 2046.

+7,763

ADDITIONAL SF

- Total space need grows from 36,559 to 44,323 square feet.

PRELIMINARY FINDINGS

Public Meeting Space

Council and staff have no dedicated chambers. Meetings share the Police training room with court, elections and training.

Constrained Site

Existing building placement limits parking, circulation and expansion on the Dietz Elkhorn site.

Municipal Court

No judge's quarters and no secure entry or egress. Clerical staff share space with the public transaction window.

Aging Facilities

The vacant former Police building and the Parts Warehouse both rate replace-or-renovate. Fire Station No. 2 follows by 2031.

Access and Support

Second-floor access, secondary egress, and restroom, locker and shower capacity all need attention.

Limited City Services

The City provides neither fire and EMS nor recreation programming, which shapes how its buildings can be used.

WHERE THE SPACE GAPS ARE

NEEDS ADDITIONAL SPACE

Public Works, Maint. Bldg. +4,311 SF

Fire Station 3 +3,056 SF

Public Works, City Hall +1,828 SF

City Council +1,472 SF

Public Works Shed +1,103 SF

Finance +665 SF

SPACE IS SUFFICIENT

Fire Station 2 -3,190 SF

Police Department -1,229 SF

Vacant Building -1,097 SF

Administration, City Hall -273 SF

FORHA Building -217 SF

Parts Warehouse 0 SF

Facility Condition Assessments

ALPHA Facility Solutions assessed the City-owned buildings. Two rate replace-or-renovate. Direct costs are $1,723,182 in 2026 and $6,561,808 through 2046.

11
Buildings

~39,000
Square Feet

9
Average Current FCI

BASE RECOMMENDATIONS

PW ADMIN BUILDING

6,500 SF

Administrative addition consolidating all Public Works staff into one building.

$2,535,000 - $3,120,000

AMMANN ROAD

1,800 SF

Satellite operations building for staging crews, equipment and materials.

$702,000 - $864,000

SHED EXPANSION

5,400 SF

Storage expansion replacing the Parts Warehouse, which is recommended for demolition.

$972,000 - $1,620,000

COURT SPACE

500 SF

Addition for judge preparation, court administration and secure staff access.

$210,000 - $240,000

SITE IMPROVEMENTS

19,600 SF
PW ACCESS & PARKING

4,000 SF
COMPLEX PARKING

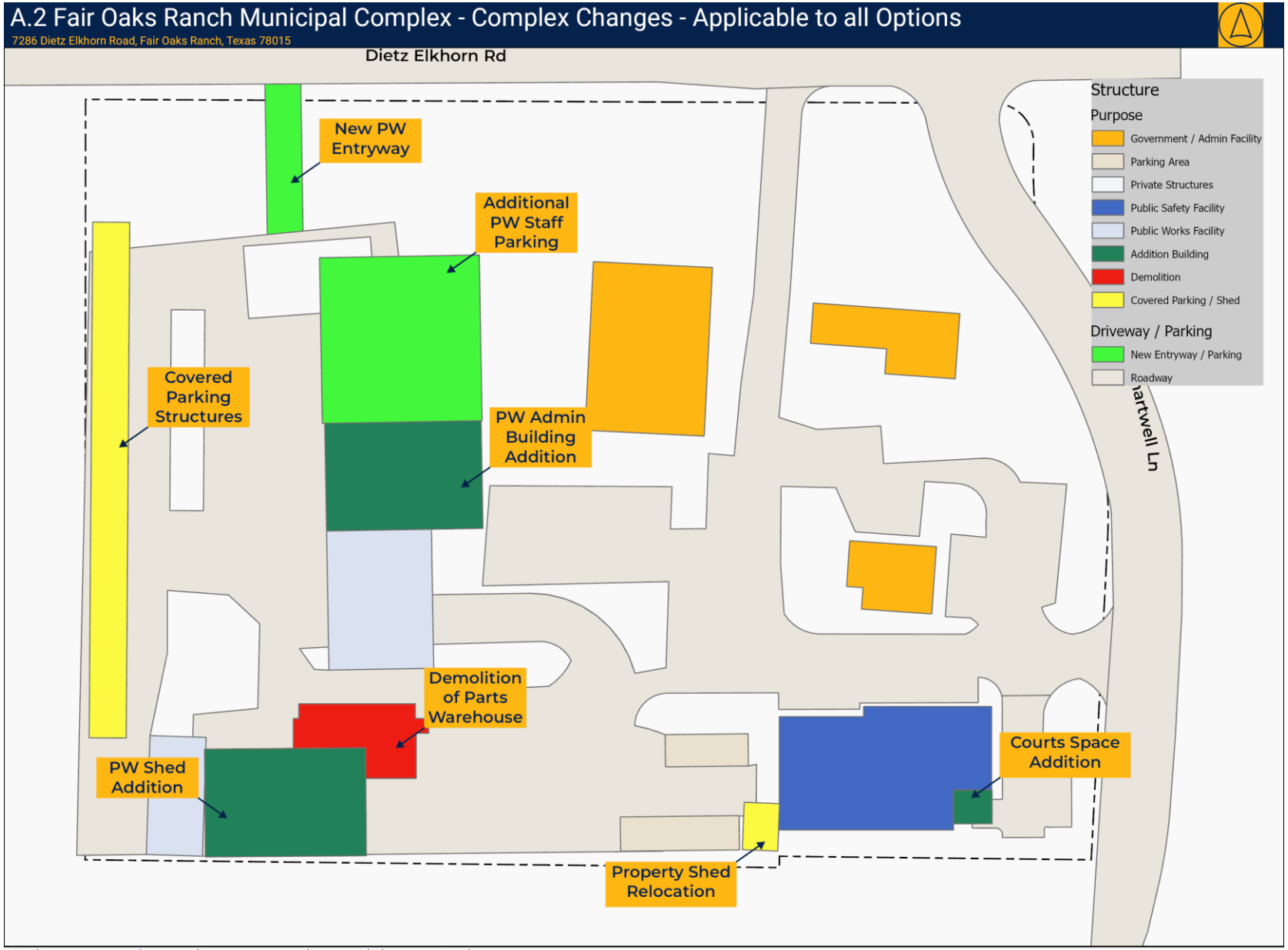
6,000 SF
AMMANN ROAD SITE

1,540 SF
WAREHOUSE DEMO

INCLUDES: a second Public Works entrance on Dietz Elkhorn Road, relocated covered equipment parking, and added public parking for Council meetings and court sessions.

$3,943,900 - $6,127,000

BASE / SITE DIAGRAM



Facility, pavement, and property-line geometry per client-provided campus site plan.
Boundary shown is approximate and not survey-grade; verify against a recorded plat prior to design or permitting use.

STRATEGIC OPTIONS

1

RENOVATE AND EXPAND

Add Council Chambers and public meeting space to the north side of City Hall, and renovate the vacant former Police building for Finance and IT.

2

NEW CIVIC CENTER

Demolish the vacant former Police building and the FORHA headquarters and build a Civic Center with a community room that also serves as Council Chambers.

3

CITY HALL ANNEX

Build a City Hall annex to the north with Council Chambers, a Mayor's office and meeting space, and demolish the vacant building to expand parking.

OPTION 1: RENOVATE AND EXPAND

Add Council Chambers and public meeting space to the north side of City Hall, and renovate the vacant former Police building for Finance and IT.

ESTIMATED COST

$1,374,000 - $1,743,000

Base recommendations plus site needs plus this option, per the preliminary cost estimates summary.

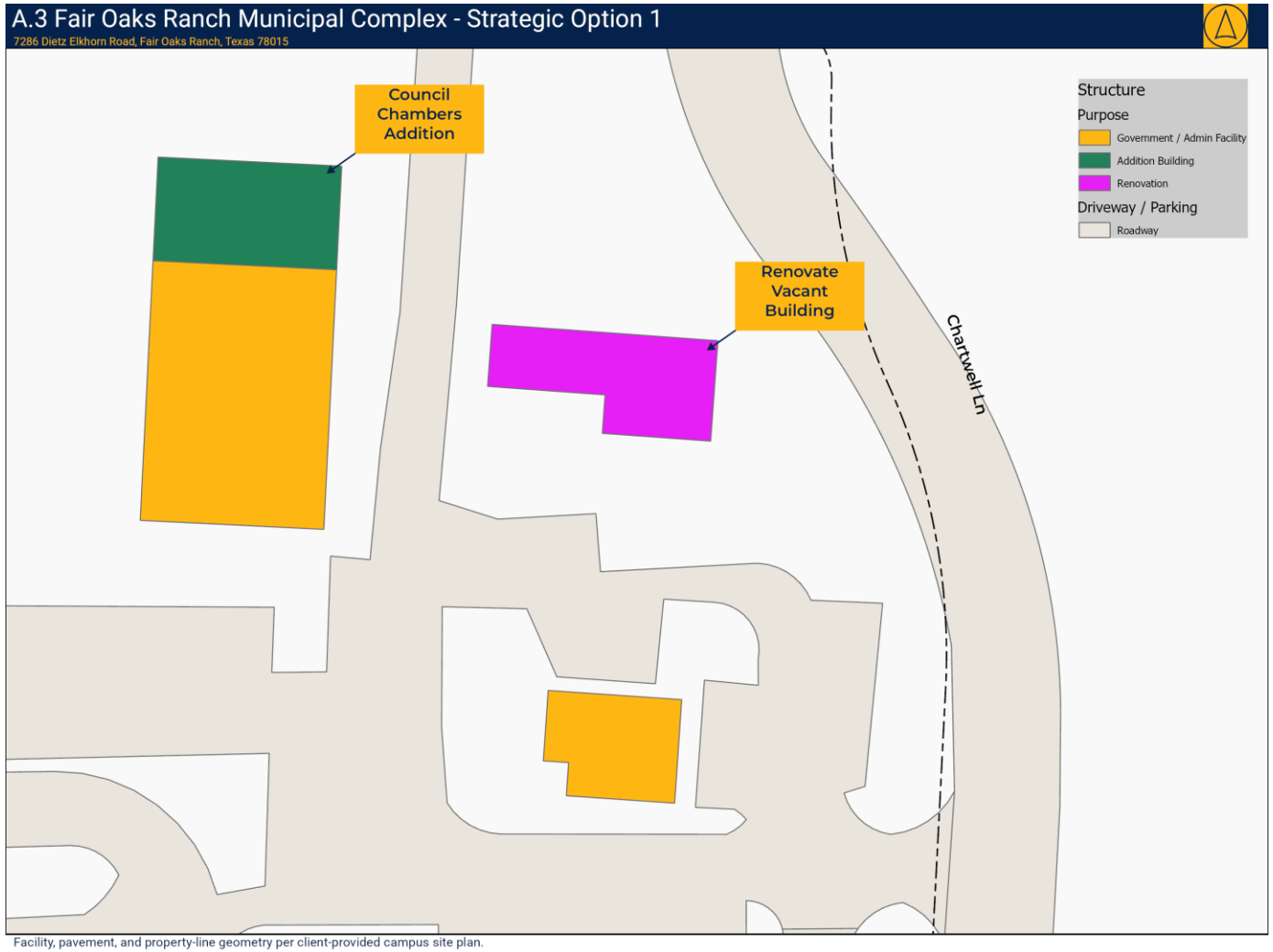
WHAT IT DELIVERS

2,600 SF City Hall addition

1,500 SF renovation of the vacant building

Frees City Hall space for HR

FORHA building retained



Facility, pavement, and property-line geometry per client-provided campus site plan.
Boundary shown is approximate and not survey-grade; verify against a recorded plat prior to design or permitting use.

OPTION 2: NEW CIVIC CENTER

Demolish the vacant former Police building and the FORHA headquarters and build a Civic Center with a community room that also serves as Council Chambers.

ESTIMATED COST

$2,114,094 - $2,634,420

Base recommendations plus site needs plus this option, per the preliminary cost estimates summary.

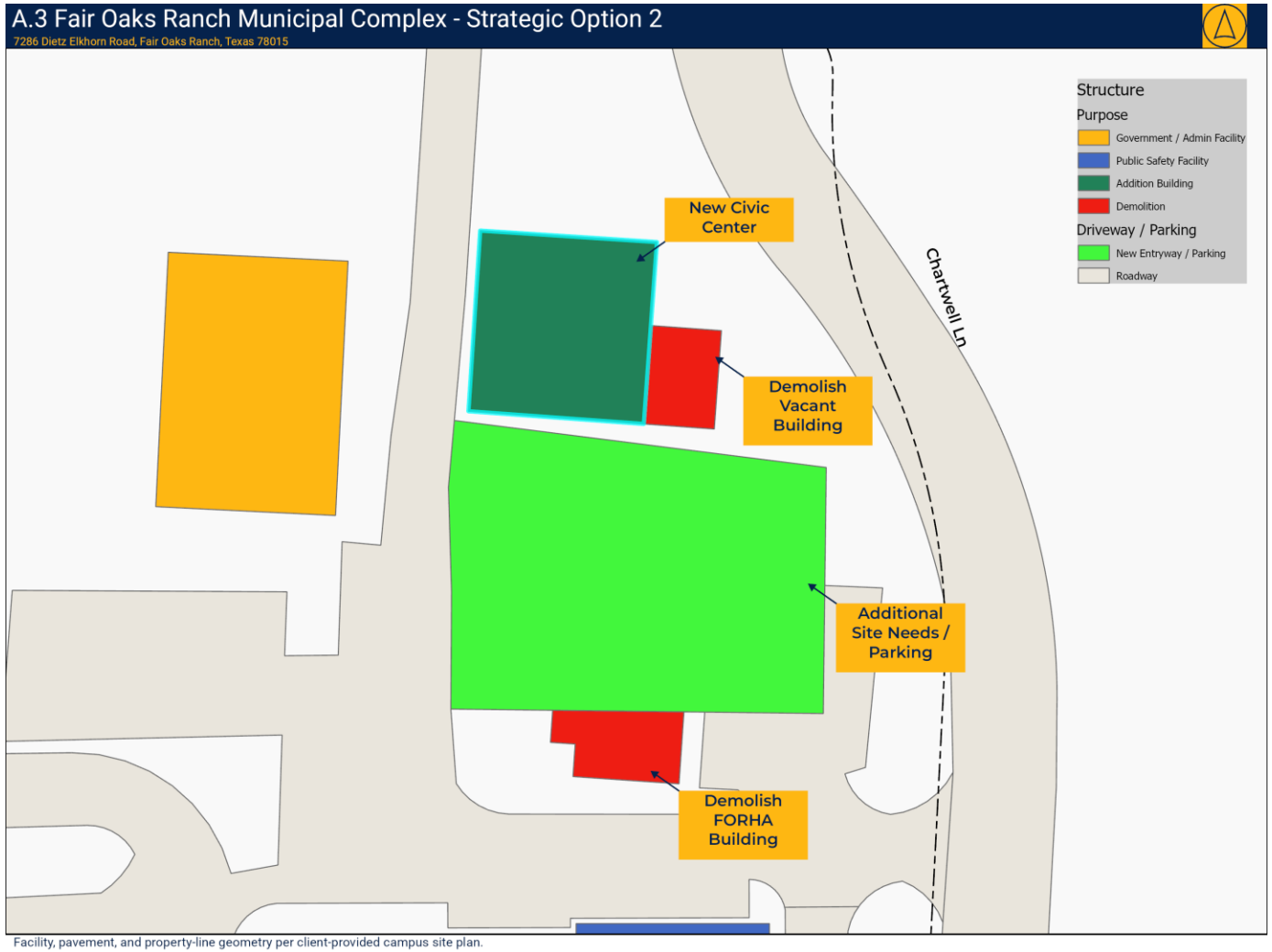
WHAT IT DELIVERS

5,000 SF Civic Center

Offices for City Manager, Secretary, Mayor

Two dedicated offices for FORHA

Frees City Hall for HR, IT and Finance



OPTION 3: CITY HALL ANNEX

Build a City Hall annex to the north with Council Chambers, a Mayor's office and meeting space, and demolish the vacant building to expand parking.

ESTIMATED COST

$1,248,000 - $1,536,000

Base recommendations plus site needs plus this option, per the preliminary cost estimates summary.

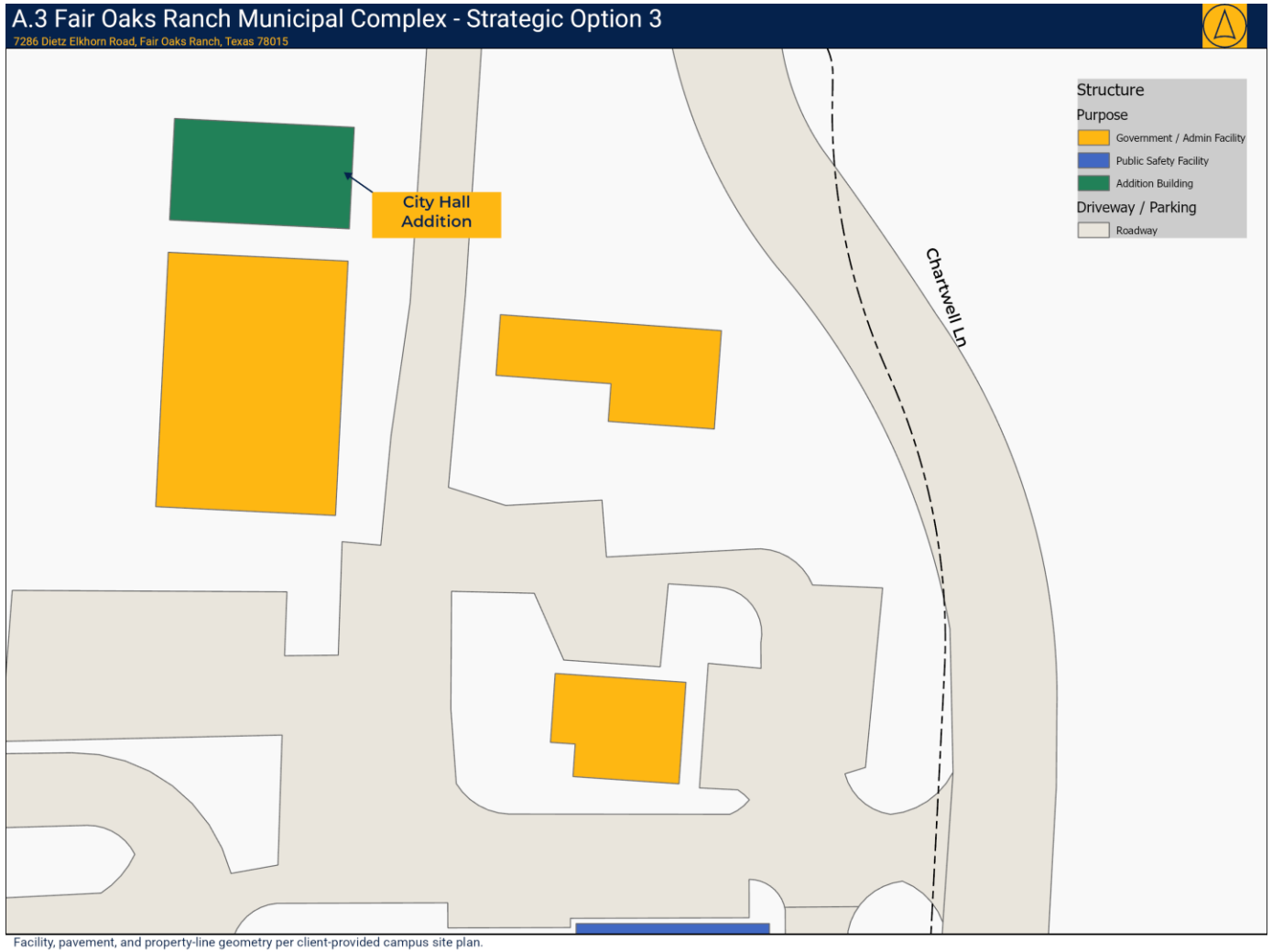
WHAT IT DELIVERS

3,200 SF City Hall annex

Council Chambers and Mayor's office

Vacant building demolished for parking

FORHA building retained



Fire Station No. 3

Converting Fire Station No. 3 to a staffed career station for a total of 6 staff members requires major interior renovation. Preliminary cost estimate: $1,968,000 to $2,952,000.

5,230
Useable square feet

8,200
Building gross square feet

6
Career staff members

ESTIMATED COST COMPARISON

Costs (in 000s)	STRATEGIC OPTION 1	STRATEGIC OPTION 2	STRATEGIC OPTION 3
Base Recommendations	$4,419 - $5,844	$4,419 - $5,844	$4,419 - $5,844
Site Needs	$3,944 - $6,127	$3,944 - $6,127	$3,944 - $6,127
Strategic Option Estimates	$1,374 - $1,743	$2,115 - $2,634	$1,248 - $1,536
Total (base + site needs + option)	**$9,737 - $13,714**	**$10,477 - $14,605**	**$9,611 - $13,507**
Fire Station No. 3	$1,968 - $2,952	$1,968 - $2,952	$1,968 - $2,952

Next Steps

COUNCIL DIRECTION

Confirm a preferred option and any adjustments to scope

DRAFT PLAN

Incorporate the selected option into the Draft Facilities Master Plan

PHASING & FUNDING

Develop a phasing sequence and a capital funding approach

FINAL PLAN

Present the final Facilities Master Plan for adoption

QUESTIONS AND DISCUSSION