

VIA ZOOM VIDEOCONFERENCE



**CITY OF FAIR OAKS RANCH
AGENDA – CITY COUNCIL VIDEOCONFERENCE**

December 17, 2020 6:30 PM
Via Zoom Videoconference
7286 Dietz Elkhorn, Fair Oaks Ranch

THERE EXISTS A PUBLIC HEALTH EMERGENCY RELATED TO THE COVID-19 VIRUS THAT NECESSITATES A MEETING OF THE CITY COUNCIL TO TAKE PLACE VIA VIDEO CONFERENCE PURSUANT TO GOVERNMENT CODE CHAPTERS 551.127, AS MODIFIED BY EXECUTIVE ORDER OF THE GOVERNOR

Zoom Videoconference Link: <https://www.zoomgov.com/j/1606749975>

Phone in number: US: +1 669 254 5252 or +1 646 828 7666 or 833 568 8864 (Toll Free)

Webinar ID: 160 674 9975

If you wish to address the City Council via telephone, please select *9 on your phone, this will place you in a queue for speaking. At the appropriate time, the City Secretary will call upon each individual separately. *6 will unmute your phone to allow you to speak

I. OPEN MEETING

A. Roll Call – Declaration of a Quorum.

II. CITIZENS and GUEST FORUM / PRESENTATIONS

If you wish to address the City Council, select *9 on your phone; this will place you in a queue for speaking. At the appropriate time the City Secretary will call upon each individual separately. Select *6 to unmute your phone to speak. In accordance with the Open Meetings Act, Council may not discuss or take action on any item which has not been posted on the agenda.

A. Citizens to be heard.

III. CONSENT AGENDA

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

A. Approval of the December 3, 2020 Regular City Council meeting minutes. Pgs. 3-6

B. Approval of a replat request from SA Front Gate, LLC for Front Gate Unit 12 Lots 299-300; and Front Gate Unit 4 Lots 371-373, 407 and 903-904, generally located south of Dietz Elkhorn Road and west of Van Raub Elementary School, City of Fair Oaks Ranch, Texas (RP No. 2020-01).

Lata Krishnarao, AICP, LEED ND, Consultant, Gunda Corporation,
Katherine Schweitzer, P.E., Manager of Engineering Services

Pgs. 7-25

C. Approval of a preliminary plat request from Elkhorn Ridge SA, LLC for Elkhorn Ridge Unit 6B proposing 22 single-family residential lots, generally located at the intersection of Dietz Elkhorn Road and Elkhorn Ridge, City of Fair Oaks Ranch, Texas.

Lata Krishnarao, AICP, LEED ND, Consultant, Gunda Corporation
Katherine Schweitzer, P.E., Manager of Engineering Services

Pgs. 26-38

- D. Approval of a private donation of gift cards to the City of Fair Oaks Ranch Police Department.

Tim Moring, Chief of Police

Pg. 39

IV. CONSIDERATION/DISCUSSION ITEMS

- A. Consideration and possible action on adopting the Citizens Code of Conduct Advisory Committee Charter and related procedural schedule, appointment process, and Council training.

Council Member Snehal Patel

Pgs. 40-50

V. REPORTS FROM STAFF/COMMITTEES/COUNCIL

- A. Presentation of Quarterly Investment Report.

Sarah Buckelew, CPA, Finance Director

Pgs. 51-52

VI. 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:

- A. Sec. 551.071 (Consultation with Attorney) the City Council will meet in private consultation with legal counsel to seek the advice of its attorneys about pending or contemplated litigation, a settlement offer, and/or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas conflicts with Chapter 551 of the Government Code; to wit:
1. To receive legal advice and to receive and deliberate an offer of settlement for claims made on behalf of a real property owner against the City's operation of well K-2.
 2. Cause No. 2018-CI-00202; the City of Fair Oaks Ranch, Texas vs. Edward I. Hill, Robert E. Heckendorn, Craig M. Kuitjen, Roger Fuentes, Wesley A. Pieper, Esther W. Hicks, William A. McDowell, Yolanda D. Ayala, PG Pfeiffer Ranches LLC, Maureen Pfeiffer Stevenson Family Trust.

VII. RECONVENE INTO OPEN SESSION

Discussion and possible action on items discussed in Executive Session.

VIII. ADJOURNMENT

Requests for City topic needing additional information/research; or, potential consideration for a future agenda.

Signature of Agenda Approval: _____



I, Christina Picioccio, City Secretary, certify that the above Notice of Meeting was posted on the outside bulletin board at the Fair Oaks Ranch City Hall, 7286 Dietz Elkhorn, Fair Oaks Ranch, Texas, and on the city's website www.fairoaksranchtx.org, both places being convenient and readily accessible to the general public at all times. As per Texas Government Code 551.045, said Notice was posted by 6:30 PM, December 14, 2020 and remained so posted continuously for at least 72 hours before said meeting was convened.

The Fair Oaks Ranch City Hall is wheelchair accessible at the side 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).

CITY OF FAIR OAKS RANCH
CITY COUNCIL REGULAR MEETING MINUTES
December 3, 2020
7286 Dietz Elkhorn
Fair Oaks Ranch, TX 78015

I. OPEN MEETING

Council Present: Mayor Manitzas and Mayor Pro Tem Elizondo
Council Members: Hartpence, Havard, Koerner, Patel, and Maxton.

With a quorum present, the meeting was called to order at 9:30 AM.

II. CITIZENS and GUEST FORUM/PRESENTATIONS

A. Citizens to be heard.

1. Dr. Thomas Price, Ms. Maritza Gonzales-Cooper, and Mr. Brian Benway of Boerne ISD expressed appreciation for all the support from the City and Council. They announced that Boerne ISD has begun a Kindness campaign with its students.
2. The City Secretary read into the record a letter from resident Sherry St. Clair. She expressed concern about the comment made by Council Member Havard and asked for Council Member Havard to resign and for the Mayor to ask for her resignation. The Mayor responded that he gathered facts and doesn't believe the actions merit a resignation.
3. Cheryl Landman-Manzo noted that as former Mayor of Fair Oaks Ranch that she worked respectfully with her peers even when there were differences. She expressed her belief that Council Member Havard should resign.
4. Rich Nichols spoke on what he believed to be an erosion of public decorum due to the familiarity between council members.
5. Seth Mitchell spoke on the majority rule and treatment of the minority and the manner in which a voting majority treats a voting minority. He urges the majority to listen more to what the minority voice has to say and for Council to address this by adopting the ideas put forward by Council Members Patel, Koerner, and Hartpence.
6. Christine Graham believes Mayor Manitzas should keep the decorum of the meetings and asserted that what happened during the stormwater workshop was more than an "etiquette issue". Ms. Graham urged Council to find their moral compass.
7. Susan Copan is disappointed by the Mayor's dismissive response to the letter by Ms. St. Clair and believes this is becoming a consistent issue. She believes the initial response was not respectful of Council Member Patel.
8. Tim Corley stated he was not on the phone when a comment was made by Council Member Havard towards Council Member Patel but would have raised his hand to address it at that time if he had been. He also noted that had he been the offender he would have resigned to protect his leadership and he urges Council Member Havard to do so.
9. Deborah Doyle believes it is abhorrent that the behavior at the stormwater workshop is being normalized by City leadership. She also calls for Council Member Havard to resign so that the City can heal and move forward.

10. Council Member Hartpence commended Mrs. Koerner on the Civility Pledge she posted. He believes the incident to be more than an etiquette issue and would like for the Mayor to call for Council Member Havard's resignation.

B. Introduction of Trinity Glen Rose Groundwater Conservation District, District 2 Board Member, Joe duMenil. Mr. duMenil provided a presentation regarding the history and mission of the Trinity Glen Rose Groundwater Conservation District.

III. CONSENT AGENDA

A. Approval of the November 17, 2020 Election Canvass meeting minutes.

C. Approval of the November 19, 2020 Regular City Council meeting minutes.

Consent Item B was removed from the consent agenda as Mayor Manitzas wanted to discuss.

MOTION: Made by Council Member Patel, seconded by Council Member Koerner to approve the Consent Agenda items A & C.

VOTE: 7-0; Motion Passed.

IV. CONSIDERATION/DISCUSSION ITEMS

Consent Agenda Item B.

B. Approval of the November 18, 2020 Stormwater Workshop meeting minutes.

Mayor Manitzas wanted to add language to the minutes to reflect that City Manager Tobin Maples had answered one of Mr. Corley's questions during Citizens to be Heard. Mr. Corley was referred to the consultant's presentation for the remainder of his questions.

MOTION: Made by Council Member Koerner, seconded by Mayor Pro Tem Elizondo to approve the amended November 18, 2020 Stormwater Workshop meeting minutes.

VOTE: 7-0; Motion Passed.

A. Consideration and possible action approving a Resolution correcting the canvassing of the results of the General and Special Election held on November 3, 2020.

MOTION: Made by Council Member Patel, seconded by Council Member Maxton to approve the Resolution correcting the canvassing of the election returns and declaring the results of the General and Special Election held on November 3, 2020.

VOTE: 7-0; Motion Passed.

B. Consideration and possible action authorizing the City Manager to sign an Interlocal Agreement for Failure to Appear in Court.

MOTION: Made by Mayor Pro Tem Elizondo, seconded by Council Member Patel to authorize the City Manager to sign an Interlocal Agreement for Failure to Appear in Court.

VOTE: 7-0; Motion passed.

C. Discussion and possible action establishing a common set of values and conduct within the City Council that fosters and builds public confidence, including but not limited to establishing a Citizen Code of Conduct Advisory Committee.

MOTION: Made by Council Member Patel, seconded by Mayor Pro Tem Elizondo to convene a Citizens Code of Conduct Advisory Committee with at least 5 members who are residents of this city and the committee and representatives will be selected based on past protocols followed for similar Home Rule Charter-related committees as well as protocols for committees established by the Council. The role of the committee will include taking public comment and proposing a code of conduct with benchmarks to present to the city council, and requirements for enforcing the code. The committee will meet as reasonably appropriate and once its primary task is completed it will meet yearly.

AMENDED MOTIONS:

1. Made by council Member Patel to convene a Citizens Code of Conduct Advisory Committee based on guidelines that will be presented on the December 17, 2020 City Council meeting. There was no second to this motion.
2. Made by Council Member Koerner, seconded by Mayor Pro Tem Elizondo to form a Citizen Code of Conduct Advisory Committee with a charter to be presented to City Council for approval at a future meeting.

After a thorough discussion Council member Patel accepted the friendly amendment by Council Member Koerner resulting in the final amended motion.

3. Made by Council Member Patel, seconded by Mayor Pro Tem Elizondo to form a Citizen's Code of Conduct Advisory Committee with a charter to be presented to City Council for approval at the December 17, 2020 City Council Meeting.

VOTE TO ACCEPT AMENDED MOTION 3: 7-0; Motion passed.

VOTE ON AMENDED MOTION 3: 7-0; Motion passed.

D. Consideration and possible action requiring City Council approval before any Public Information Act (PIA) request is sent to the Texas Attorney General's office for review.

Council Member Hartpence asked for Council's opinion on the subject. He submitted a request on July 22, 2020 but did not get a response until November because of the request being sent to the Texas Attorney General's office. Council Member Hartpence wants requests to be placed on an Executive Session agenda for Council to review and decide if requests should go to the Attorney General's office.

After information provided by the City Attorney and City Secretary there was a discussion amongst the City Council. A consensus was reached that the current process should continue and City Attorney made a suggestion to provide Council a report periodically about City requests being handled by their office.

V. REPORTS FROM STAFF/COMMITTEES/COUNCIL

- A. Debbie Landrum, Court Administrator, provided to Council Fair Oaks Ranch Municipal Court Updates.

VI. CONVENE INTO EXECUTIVE SESSION

City Council did not convene into Executive Session regarding:

- A. Sec. 551.071 (Consultation with Attorney) the City Council will meet in private consultation with legal counsel to seek the advice of its attorneys about pending or contemplated litigation, a settlement offer, and/or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas conflicts with Chapter 551 of the Government Code; to wit:
1. To receive legal advice from Special Counsel and the City Attorney regarding the City's ground water rights.
 2. To receive legal advice and to receive and deliberate an offer of settlement for claims made on behalf of a real property owner against the City's operation of well K-2.
 3. Cause No. 2018-CI-00202; the City of Fair Oaks Ranch, Texas vs. Edward I. Hill, Robert E. Heckendorn, Craig M. Kuitjen, Roger Fuentes, Wesley A. Pieper, Esther W. Hicks, William A. McDowell, Yolanda D. Ayala, PG Pfeiffer Ranches LLC, Maureen Pfeiffer Stevenson Family Trust.

VII. RECONVENE INTO OPEN SESSION

N/A

VIII. ADJOURNMENT

Mayor Manitzas adjourned the meeting at 12:57 PM.

Garry Manitzas, Mayor

ATTEST:

Christina Picioccio, City Secretary



CITY COUNCIL CONSIDERATION ITEM

City of Fair Oaks Ranch, Texas

December 17, 2020

HEARING TOPIC: Approval of a replat request for Front Gate Unit 12 Lots 299-300; and Front Gate Unit 4 Lots 371-373, 407 and 903-904, generally located south of Dietz Elkhorn Road and west of Van Raub Elementary School, City of Fair Oaks Ranch, Texas (RP No. 2020-01).

DATE: December 17, 2020

DEPARTMENT: Public Works and Engineering Services

PRESENTED BY: Lata Krishnarao, AICP, LEED ND, Consultant, Gunda Corporation
Katherine Schweitzer, P.E., Manager of Engineering Services
(Consent Agenda)

INTRODUCTION/BACKGROUND:

The applicant is proposing this replat to reconfigure the required open spaces that were platted as part of the Front Gate Unit 4 and Unit 12 subdivisions.

A joint public hearing is required by the Texas Local Government Code (TXLGC) and the Unified Development Code (UDC) of the City of Fair Oaks Ranch for such amendments to a recorded single-family residential subdivision that involve replatting. This replat affects previously platted single-family residential lots as well as tracts of land that were restricted for open space use in the approved Front Gate Development Agreement and the accompanying Master Plan.

LEGAL ANALYSIS:

The attached staff report and the joint public hearing held on December 10, 2020 demonstrate compliance with the requirements as prescribed in the Texas Local Government Code and the City's Unified Development Code.

PUBLIC COMMENTS RECEIVED DURING JOINT PUBLIC HEARING:

During the joint public hearing on December 10, 2020, City Council and the P&Z received the following citizens' comments:

- Two supporting letters in favor of the replat, including verbal comments from the homeowner of Lot 299.
- One phone call from a local resident in support of the replat.
- One phone call from a local resident in opposition of the replat.

The joint public hearing was adjourned with no formal action.

PLANNING AND ZONING COMMISSION RECOMMENDATION:

Following the joint public hearing on December 10, 2020, the P&Z Commission conducted their regularly scheduled meeting.

Commissioner Leonard made a motion to recommend approval of the Front Gate Unit 12 Lots 299-300; and Front Gate Unit 4 Lots 371-373, 407 and 903-904 replat with the following minor conditions:

1. Applicant to correct the misspelling of Pfeiffers Gate on Sheet 1.
2. Applicant to verify that all modified lots are acknowledged in each Replat checklist item required.

The motion was seconded by Vice Chairperson Barnes and passed unanimously (7-0).

PROPOSED MOTION:

Staff has been working with the applicant to resolve all outstanding review comments and recommends approval with the following minor conditions:

1. Applicant to correct the misspelling of Pfeiffers Gate on Sheet 1.
2. Applicant to verify that all modified lots are acknowledged in each Replat checklist item required.

(Consent Agenda) I move to recommend approval of this replat for Front Gate Unit 12 Lots 299-300; and Front Gate Unit 4 Lots 371-373, 407 and 903-904 with conditions as listed above.

STAFF REPORT

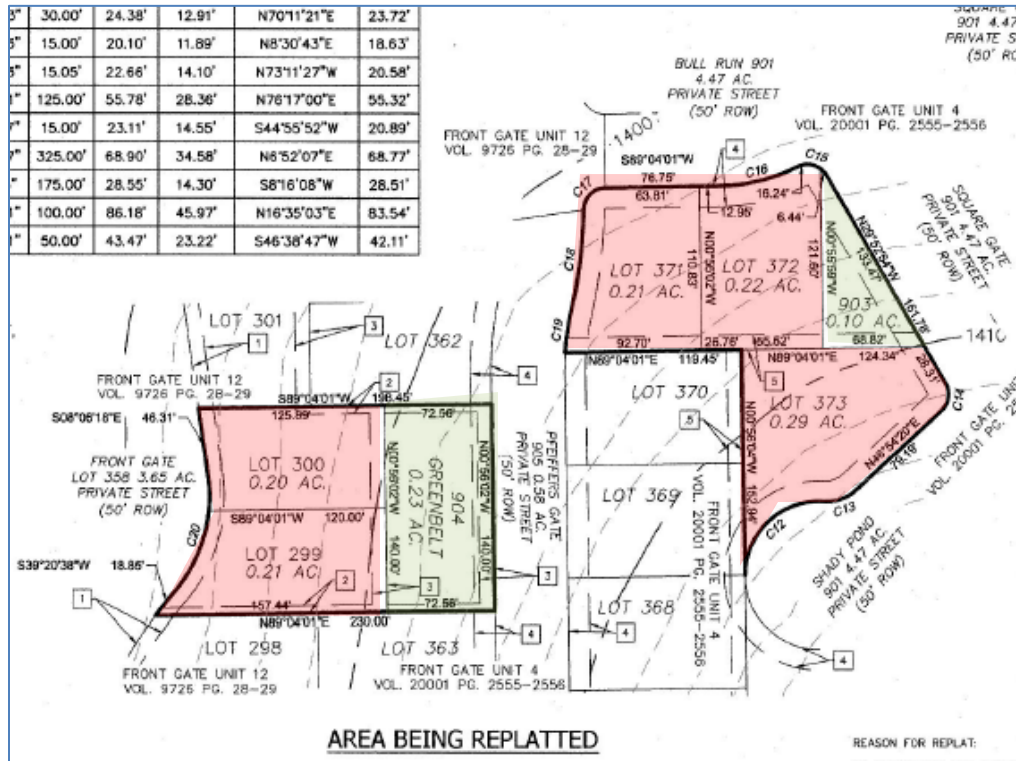
To: City Council
From: Public Works and Engineering Department
Date: December 17, 2020
Re: Replat Request 2020-01
Replat request from SA Front Gate, LLC for Front Gate Unit 12 Lots 299-300; and Front Gate Unit 4 Lots 371-373, 407 and 903-904, generally located south of Dietz Elkhorn Road and west of Van Raub Elementary School, City of Fair Oaks Ranch, Texas.

SUMMARY:

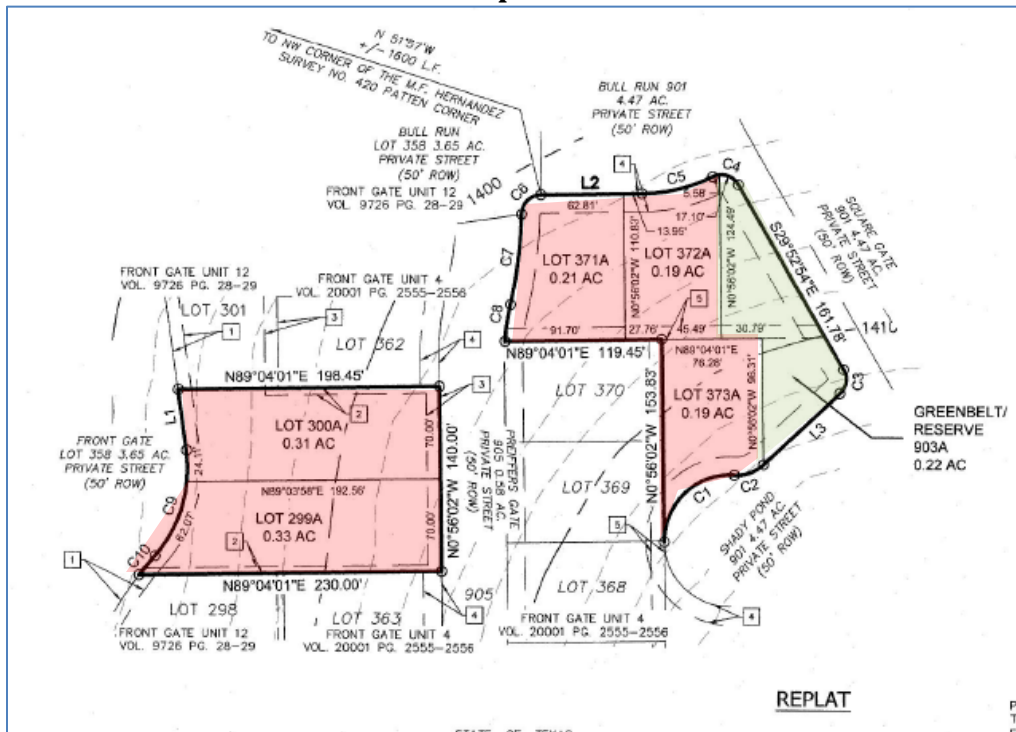
The purpose of this replat is to reconfigure the required open spaces that were platted as part of the Front Gate Unit 4 and Unit 12 subdivisions.

The applicant is requesting a replat to remove Lot 904 (0.23-acre) in Unit 4 that is currently designated as greenbelt/open space and add that area to existing single-family residential Lots 299 and 300 in Unit 12. The request also includes replatting Lots 371-373 to increase the area of greenbelt/reserve Lot 903. This will reallocate the open space removed from Lot 904 to Lot 903. The net open space area will decrease by 0.10 acre. Additionally, the replat will add a 10' gas, electric, television & cable television easement in Unit 4.

Existing



Proposed



Note: The diagrams above show existing and proposed lot configurations. Full-sized drawings have been attached to the staff report below.

INTRODUCTION/BACKGROUND:

The subdivision is generally located south of Dietz Elkhorn Road and west of Van Raub Elementary School, City of Fair Oaks Ranch, Texas (see attached Exhibit 1: Location Map).

According to the Subdivision Ordinance that this development was approved under, the minimum lot area required was 8,400 square feet for each lot. A Master Plan (Exhibit 2: Approved Master Plan) for this 173-acre development was approved which included 548 lots and 10.3 acres of open space. The Master Plan showed the general location, number of lots, lot breakdown based on lot area, and amount and location of open space. On July 19, 2020 the City Council approved a variance to allow for a minimum of 7,200 square foot lots on approximately 42 acres in Front Gate Subdivision for garden homes.

The lots under consideration were platted in two different units - Front Gate Unit 4 and Unit 12. Front Gate Unit 12 was platted first, and Lots 299 and 300 were developed with single family homes. At that time, each of these lots inadvertently fenced in portions of the common open space that was located in Unit 4 as Lot 904. The location and amount of common open space was approved in the Master Plan as shown in the attached Exhibit 3 – Master Plan and Exhibit 4 – Open Space. One of the primary reasons for this replat is to address the issue caused by inclusion of the required common open space (Lot 904) approved in the Master Plan within the fenced perimeter of two residential lots, as shown below.

The applicant is proposing to replat the Lots 299 and 300 to retain the open space (Lot 904) within those lots and redistribute that open space elsewhere in the subdivision (Lots 371-373, 407, and 903-904). With this replat, the total amount of open space will decrease by 0.10 acre. However, the replat will still be in conformance with the open space requirement of the Master Plat as shown below in Exhibit 4 – Open Space.



PROCESS:

Replat is required to amend or change a residential subdivision plat that is recorded. Texas Local Government Code (TXLGC) requires a public hearing, recommendation by the Planning and Zoning Commission, and action by the City Council for approval of a replat.

The process generally consists of the following steps:

1. Application Submittal
2. Administrative Review and Recommendation
City staff reviews the plat for conformance to the subdivision regulations and makes a recommendation.
3. Joint Public Hearing
Planning and Zoning Commission and City Council conduct a Public Hearing
Public notice required is described in the TXLGC and includes the following:
Applicant Notice: Staff will notify the applicant of the date of the joint public hearing.
Mailed Notice: Staff will send a written notice of the public hearing to all property owners within 200 feet of the subject property at least 10 days prior to the date of the joint public hearing. The notification will include information regarding the location of the property and the requested zoning action.
Published Notice: A legal notice will be sent to the local newspaper for publication by staff.
4. Planning and Zoning Commission Action
Planning and Zoning Commission reviews the plat and makes a recommendation to the City Council.
5. City Council Action
Following the recommendation of the Planning and Zoning Commission, the City Council reviews the plat and takes final action.

LONGTERM FINANCIAL & BUDGETARY IMPACT:

N/A

LEGAL ANALYSIS:

Sec. 212.006 (a) of the Texas Local Government Code titled, Authority Responsible for Approval Generally, states the following:

“The municipal authority responsible for approving plats under this subchapter is the municipal planning commission or, if the municipality has no planning commission, the governing body of the municipality. The governing body by ordinance may require the approval of the governing body in addition to that of the municipal planning commission.”

As described above, the City of Fair Oaks Ranch’s current process requires the Planning and Zoning Commission to consider the plat application and make a recommendation to the City Council. The City Council has the final authority to act on the plat.

NOTIFICATION

Notice of the public hearing was sent to the applicant and all owners of real property within 200 feet of the request. The replat application is on file for public examination in the Engineering Department at 7286 Dietz Elkhorn, Fair Oaks Ranch, Texas 78015. A legal notice was published in the local newspaper and a notice was posted as required.

OPPOSITION TO OR SUPPORT OF PROPOSED REPLAT

City Staff has received the following public comments related to the proposed replat:

- Two supporting letters in favor of the replat.

RECOMMENDATION:

Staff has been working with the applicant to resolve all outstanding review comments and recommends approval with the following minor conditions:

1. Applicant to correct the misspelling of Pfeiffers Gate on Sheet 1.
2. Applicant to verify that all modified lots are acknowledged in each Replat checklist item required.

Exhibit 1: Location Map

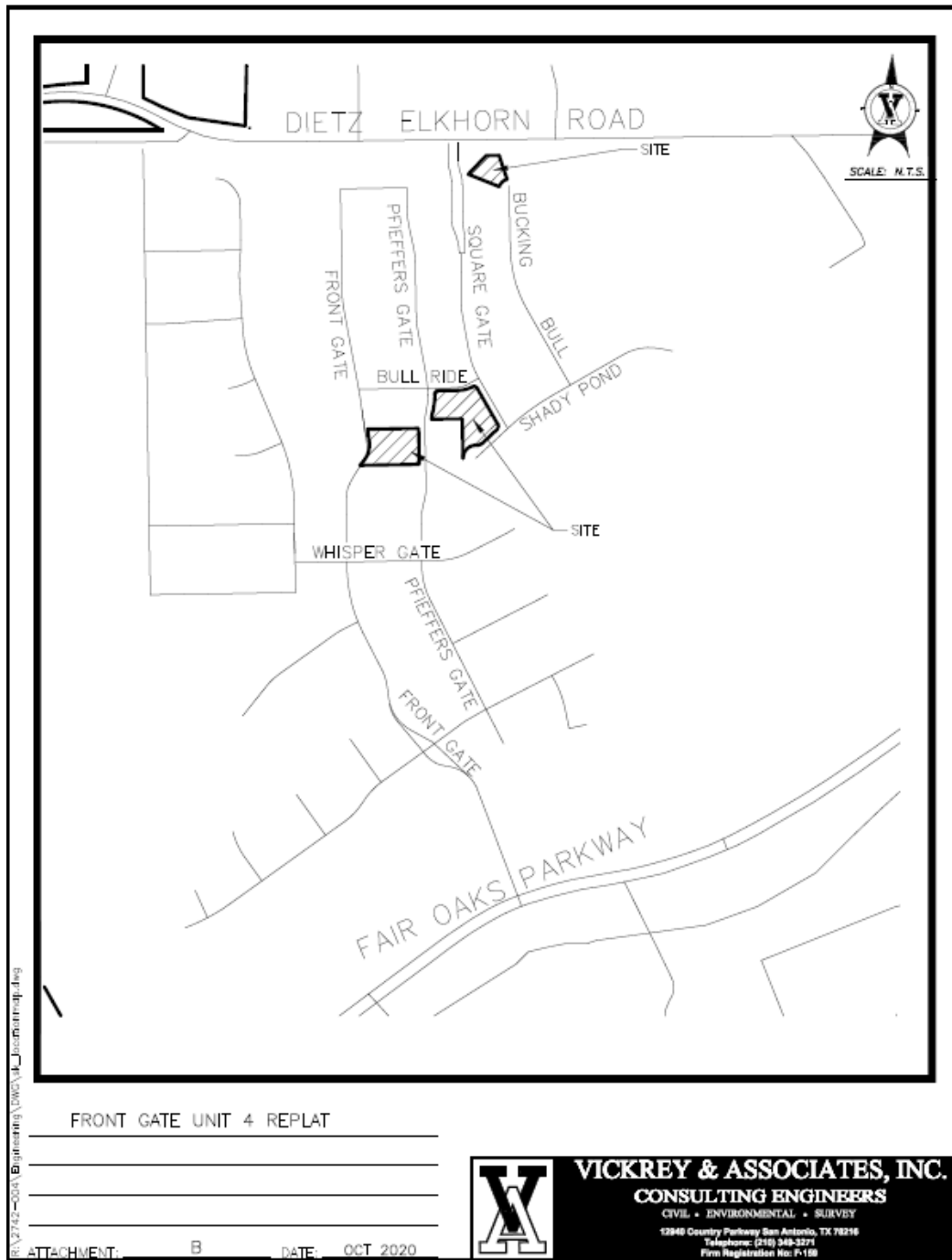


Exhibit 2: Approved Master Plan

Appendix B Front Gate Master Plan Map approved July 19 12

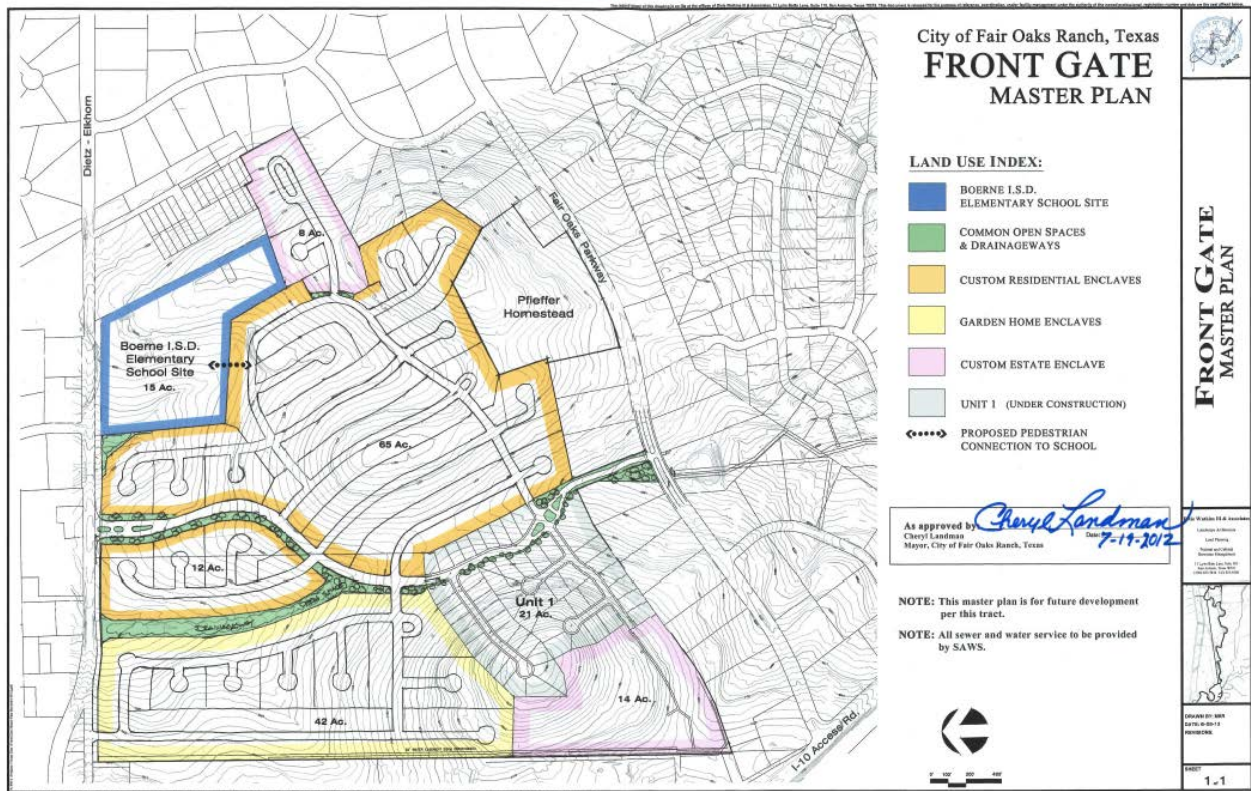


Exhibit 3 – Master Plan

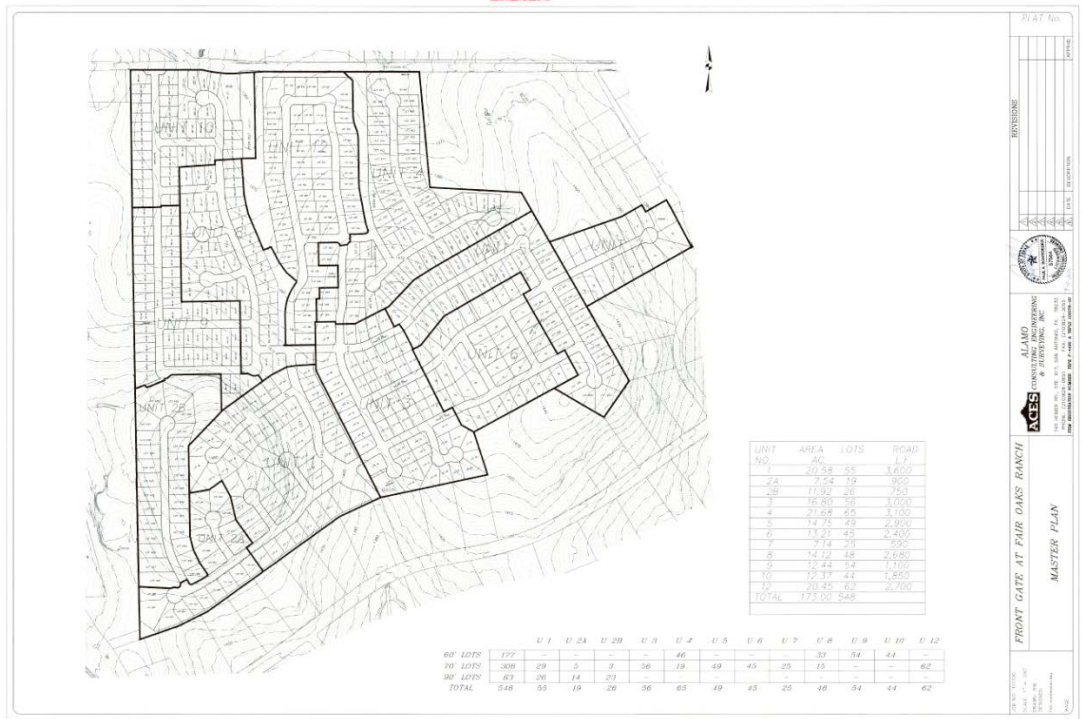


Exhibit 4 – Open Space



OPEN SPACE REQUIREMENT			
AREA = 548 LOTS/(100 LOTS/AC) = 5.48AC.			
UNIT NO.	OPEN SPACE AC.	STATUS	TOTAL ACCUMULATION
1	0.66	PLATTED	0.66
3	0.04	PLATTED	0.70
8	0.92	PLATTED	1.62
10	1.07	PLATTED	2.69
2A	0.24	PLATTED	2.93
9	0.18	PLATTED	3.11
12	3.06	PLATTED	6.17*
2B	2.15	PLATTED	8.32
4	1.98	2020	10.3
5	0.00	2020	10.3
6	0	UNKNOWN	10.3
7	0	UNKNOWN	10.3
TOTAL	10.30		

* SATISFIES SUBDIVISION OPEN SPACE REQUIREMENTS

Property Owner Notice



CITY OF FAIR OAKS RANCH

7286 Dietz Elkhorn, Fair Oaks Ranch, Texas 78015



210-698-0900 (office)

www.fairoaksranchtx.org

210-698-3565 (fax)

(RETURN THIS FORM TO)

City of Fair Oaks Ranch
Engineering Department
7286 Dietz Elkhorn
Fair Oaks Ranch, Texas 78015

RE: (RP No. 2020-01)

This form may be used for the purpose of expressing your opinion on the proposed replat request. Please complete the form below and return it to the City of Fair Oaks Ranch Engineering Department prior to the virtual Joint Public Hearing date referenced below and in your property owner notification.

The virtual Joint Public Hearing will be conducted via teleconference and/or video conference on Thursday, December 10th, 2020 at 6:30 PM. To access the meeting log onto: <https://www.zoomgov.com/j/1607364584>. The Webinar ID is: 160 736 4584. You may also phone in by dialing: US: +1 669 254 5252 or +1 646 828 7666 or 833 568 8864 (Toll Free).

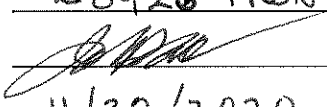
These dial-in and/or log-in instructions for this meeting shall be posted not less than 72 hours prior to the date and time listed above at www.fairoaksranchtx.org

☒ I am **FOR** the replat request as explained on the attached public notice for RP No. 2020-01.

☐ I am **AGAINST** the replat request as explained on the attached public notice for RP No. 2020-01.

(PLEASE PRINT)

All comments forms **MUST** be returned to the City prior to Wednesday, December 9th, 2020.

Name: JOHN + MEREDITH PARK
Address: 28926 FRONT GATE
Signature:  Meredith C. Park
Date: 11/28/2020

Comments:

Front Gate Unit 12 Lots 299-300; and
Front Gate Unit 4 Lots 371-373, 407 and 903-904 (Replat No. 2020-01)
Page 3 of 4

Property Owner Notice



CITY OF FAIR OAKS RANCH
7286 Dietz Elkhorn, Fair Oaks Ranch, Texas 78015



210-698-3565 (fax)

210-698-0900 (office)

(RETURN THIS FORM TO)

City of Fair Oaks Ranch
Engineering Department
7286 Dietz Elkhorn
Fair Oaks Ranch, Texas 78015

www.fairoaksranchtx.org

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☒ I am **FOR** the replat request as explained on the attached public notice for RP No. 2020-01.

☐ I am **AGAINST** the replat request as explained on the attached public notice for RP No. 2020-01.

(PLEASE PRINT)

All comments forms **MUST** be returned to the City prior to Wednesday, December 9th, 2020.

Name: Elkhorn Ridge SA, LLC
Address: 4372 N Loop 1604 W - SA Tx 78249
Signature: J. Jayhawk
Date: 11-30-20

Comments:

Front Gate Unit 12 Lots 299-300; and
Front Gate Unit 4 Lots 371-373, 407 and 903-904 (Replat No. 2020-01)

**CITY OF FAIR OAKS RANCH
AGENDA – CITY COUNCIL REGULAR MEETING**

July 19, 2012; 7:00 p.m.

Fair Oaks Ranch City Hall, 7286 Dietz Elkhorn

I. ROLL CALL – Declaration of a Quorum

II. OPEN MEETING

- A. Pledge of Allegiance
- B. Consideration of accepting the Agenda as posted

III. CITIZENS and GUEST FORUM/PRESENTATION

To address the Council, please sign the Attendance Roster located on the table at the entrance of the Council Chamber. In accordance with the Open Meetings Act, Council may not discuss or take action on any item which has not been posted on the agenda.

- A. Citizens to be Heard
- B. Pedernales Electric Cooperative Quarterly Update

IV. CONSENT AGENDA

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

- A. Approval of the June 21, 2012 City Council Regular Meeting Minutes
- B. Approval of the July 2, 2012 City Council Workshop Minutes
- C. Quarterly Investment Report from April 1, 2012 through June 30, 2012

V. CONSIDERATION ITEMS

- A. Approval of variance request by S.A. Front Gate to the Subdivision Ordinance, Article III, Section 3 – Lots to allow for a minimum of 7,200 sq. ft. lots on approximately 42 acres in the Front Gate Subdivision for garden homes. *[City Administrator]*
- B. Approval of authorizing Mayor to sign Front Gate Subdivision Master Plan. *[City Administrator]*

VI. REPORTS FROM COUNCIL/COMMITTEES/STAFF

- A. Staff:
 - 1) Administration – Building Permits Activity, Quarterly Municipal Court Activity, Bulk/Brush Pickup Service Update, Utility Customer Service Activity
 - 2) Finance – General & Utility Fund Financials, Property Tax Collection
 - 3) Police – Department Activity, CodeRed Update, July 4th Parade Participation Update
- B. City Administrator:
 - 1) Water/Wastewater Activity
- C. Mayor:

- 1) TML Public Liability Training Session held June 22, 2012 Update
- 2) TGRGCD Water Conservation Beta Program
- 3) Progress Update of the City Administrator Job Opening

VII. ADJOURNMENT

A. Approval of Adjourning Meeting

Signature of Agenda Approval: Cheryl Landman, Mayor

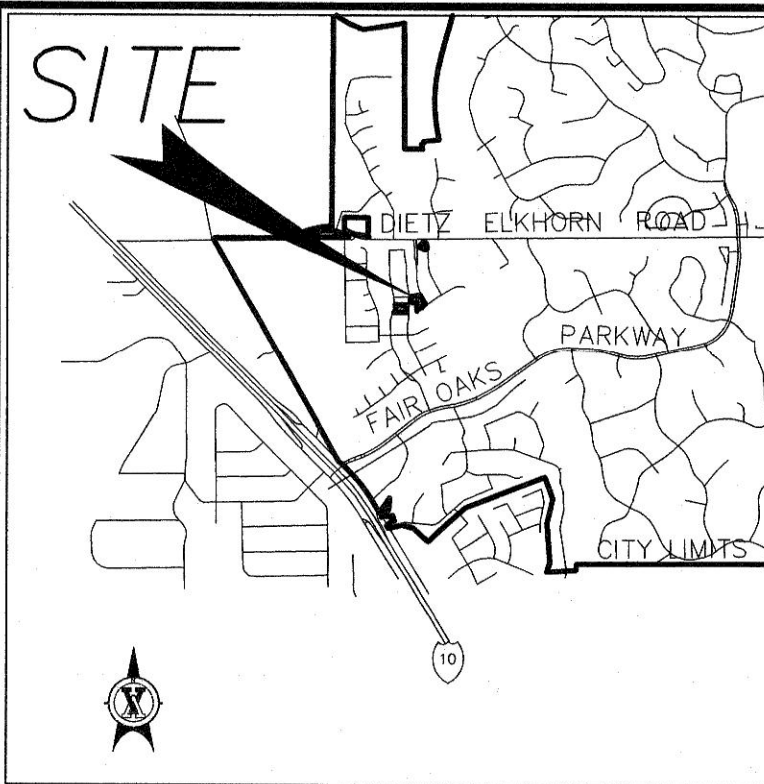
I certify that the above Notice of Meeting was posted on the outside bulletin board at the Fair Oaks Ranch City Hall, 7286 Dietz Elkhorn, Fair Oaks Ranch, Texas, and on the city's website www.fairoaksranchtx.org, both places being convenient and readily accessible to the general public at all times.

Said Notice was posted by Lisa Hernandez, Deputy City Secretary, at 12:00 p.m. on Friday, July 13, 2012 and remained so posted continuously for at least 72 hours before said meeting was convened.

Signature of Notice Posting: Lisa Hernandez, Deputy City Secretary

The Fair Oaks Ranch City Hall is wheelchair accessible at the side 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 *Tex Gov't 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).



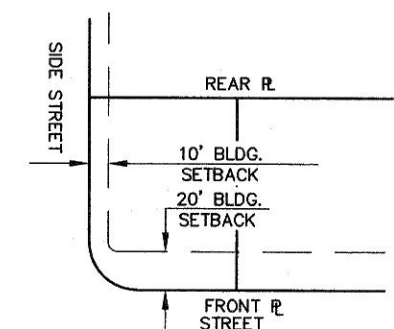
LOCATION MAP
NOT TO SCALE

LEGEND

● FOUND 1/2" IRON ROD
D.R. DEED RECORDS OF BEAR COUNTY, TEXAS
O.P.R. OFFICIAL PUBLIC RECORDS OF REAL PROPERTY OF BEAR COUNTY, TEXAS
D.P.R. DEED AND PLAT RECORDS OF BEAR COUNTY, TEXAS

--- 740 --- EXISTING CONTOURS
--- 740 --- PROPOSED CONTOURS
E.T., & CATV ELECTRIC, TELEPHONE AND CABLE TV
BSL BUILDING SETBACK LINE
ESMT EASEMENT
R.O.W. RIGHT OF WAY
EX EXISTING
VOL. VOLUME
PG. PAGE
C.V.E. CLEAR VISION ESMT
BLOC BLOCK
AC. ACRES
PED. PEDESTRIAN

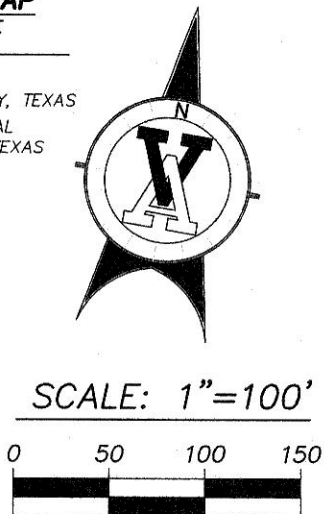
1 10' G.E.T. & CA TV. ESMT VOL. 9726 PG. 28-29
2 5' GAS. ESMT VOL. 9726 PG. 28-29
3 10' GAS. ESMT VOL. 9726 PG. 28-29
4 14' G.E.T. & CA TV. ESMT VOL. 20001 PG. 2555-2556
5 10' GAS. ESMT VOL. 20001 PG. 2555-2556
6 5' GAS. ESMT VOL. 20001 PG. 2555-2556
7 16' SAN. SEW. ESMT VOL. 9726 PG. 29
8 30' WATER ESMT VOL. 20001 PG. 2555-2556
9 10' GAS. ESMT VOL. 20001 PG. 2555-2556
10 10' G.E.T. & CA TV. ESMT VOL. 20001 PG. 2555-2556



TYPICAL CORNER LOT BUILDING SETBACKS

NOTE: ALL LOTS HAVE A MINIMUM BUILDING SETBACK OF 20' ALONG THE FRONT, AS SHOWN ABOVE, AND SPECIFIC BUILDING SETBACKS REFERRED TO IN THE SUBDIVISION DEED RESTRICTIONS.

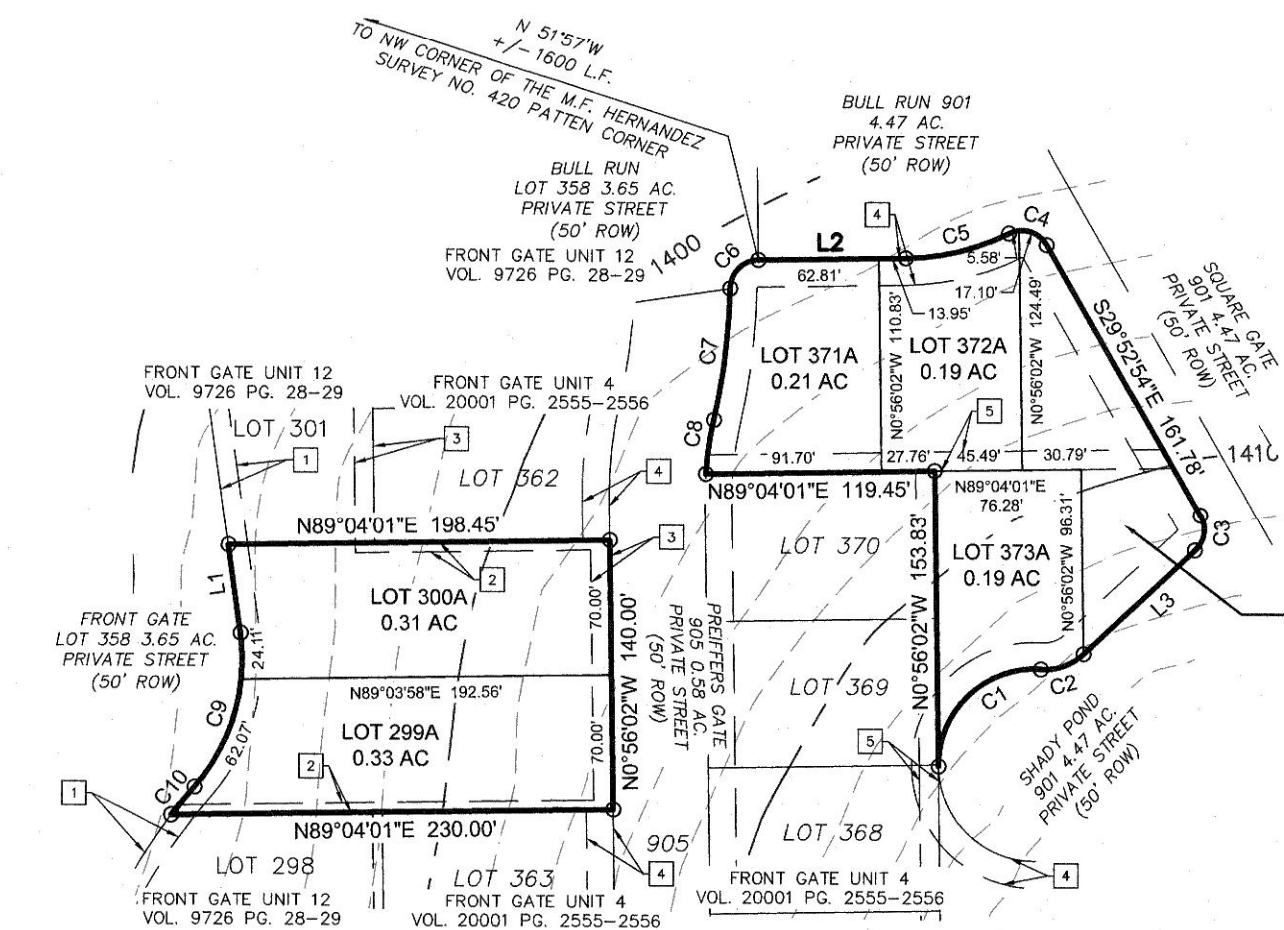
Line Table		
Line #	Length	Direction
L1	46.31	S08°06'18"E
L2	78.75	S89°04'01"W
L3	79.19	N46°54'20"E



FLOODPLAIN NOTE:

THERE IS NO FEMA 100 YEAR FLOOD ZONE WITHIN THIS SUBDIVISION ACCORDING TO FEMA FIRM NO. 48029C0085F, EFFECTIVE DATE 9/29/2010

SEE OWNERSHIP INFORMATION ON SHEET 1



EASEMENT NOTES
ALL PROPERTIES DESIGNATED AS EASEMENTS SHALL OR MAY BE UTILIZED FOR THE FOLLOWING PURPOSES:

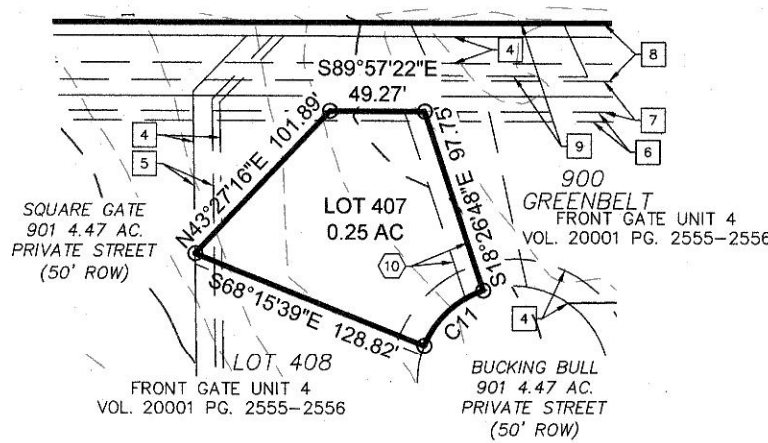
DRAINAGE EASEMENT:
DRAINAGE, WATER DIVERSION, AND SANITARY CONTROL, INCLUDING WITHOUT LIMITATION, WALLS, BEDS, EMBANKMENTS, SPILLWAYS, APPURTENANCES, AND OTHER ENGINEERED DEVICES (THE "DRAINAGE SYSTEM") TOGETHER WITH RIGHT OF INGRESS AND EGRESS OVER THE ADJACENT LAND TO OR FROM THE EASEMENT FOR THE PURPOSE OF CONSTRUCTING, RECONSTRUCTING, INSPECTING, PATROLLING, OPERATING, MAINTAINING, REPAIRING, AND REMOVING THE DRAINAGE SYSTEM; THE RIGHT TO CHANGE THE SIZE THEREOF; THE RIGHT TO RELOCATE ALONG THE SAME GENERAL DIRECTION OF THE DRAINAGE SYSTEM; THE RIGHT TO CREATE AND/OR DREDGE A STREAM COURSE, REFILL, OR DIG OUT SUCH STREAM COURSE; ESTABLISH OR CHANGE STREAM EMBANKMENTS WITHIN THE EASEMENT, INSTALL STORM SEWER SYSTEMS, CULVERTS, WATER CAPS, AND PROTECTING RAILS; THE RIGHT TO REMOVE FROM THE EASEMENT ALL TREES AND PARTS THEREOF; OR OTHER OBSTRUCTIONS WHICH REASONABLY ENDANGER OR MAY REASONABLY INTERFERE WITH THE EFFICIENCY OF THE DRAINAGE SYSTEM; AND THE RIGHT TO PLACE TEMPORARY STRUCTURES FOR USE IN CONSTRUCTING OR REPAIRING THE DRAINAGE SYSTEM.

WITH RESPECT TO THE DRAINAGE SYSTEM, IT IS EXPRESSLY AGREED AND UNDERSTOOD BY ALL PARTIES HERETO, THAT THE INTENTION IS TO IMPROVE CONDITIONS OF SANITATION AND WATER DRAINAGE CONTROL ON THE PROPERTY FOR THE BENEFIT OF THE PROPERTY, ADJACENT PROPERTY, AND THE COMMUNITY, BUT THE CITY DOES NOT GUARANTEE OR WARRANT THAT SUCH CONTROL WORK WILL BE EFFECTIVE, NOR DOES THE CITY ASSUME ANY ADDITIONAL LIABILITY WHATSOEVER FOR THE EFFECTS OF FLOOD, STANDING WATER, OR DRAINAGE ON OR TO THE PROPERTY, OR ANY OTHER PROPERTY OR PERSONS THAT MIGHT BE AFFECTED BY SAID STREAM, WASH, OR GULLY IN ITS NATURAL STATE OR AS CHANGED BY THE CITY.

- THE PROPERTY OWNER RETAINS THE RIGHT TO USE ALL OR ANY PART OF THE EASEMENT FOR ANY PURPOSE WHICH DOES NOT DAMAGE, DESTROY, INJURE, AND/OR UNREASONABLY INTERFERE WITH THE USE OF THE EASEMENT. HOWEVER, THE EASEMENT SHALL BE KEPT CLEAR OF ALL STRUCTURES OR OTHER IMPROVEMENTS.
 - THE CITY SHALL MAKE COMMERCIAL REASONABLE EFFORTS TO ENSURE THAT DAMAGE TO THE PROPERTY IS MINIMIZED AND THE CITY WILL AT ALL TIMES, AFTER DOING ANY WORK IN CONNECTION WITH THE SYSTEM, RESTORE THE PROPERTY TO THE CONDITION IN WHICH THE PROPERTY WAS FOUND BEFORE SUCH WORK WAS UNDERTAKEN TO THE EXTENT THAT SUCH RESTORATION IS REASONABLE IN ACCORDANCE WITH THE CITY USUAL AND CUSTOMARY PRACTICES.
 - THE MAINTENANCE OF THE TURF, GRASSES AND LANDSCAPE VEGETATION WITHIN THE EASEMENT SHALL BE THE DUTY AND RESPONSIBILITY OF THE PROPERTY OWNER.
- 1/2" IRON ROD SET AT ALL LOT CORNERS, UNLESS NOTED.
BEARINGS ARE BASED ON SUBDIVISION PLAT.
- THE LOTS SHOWN ON THIS PLAT ARE SUBJECT TO ADDITIONAL EASEMENTS AND RESTRICTIONS AS RECORDED FOR THIS UNIT IN THE PUBLIC RECORDS OF BEAR COUNTY, TEXAS.
- FOR SPECIFIC BUILDING SETBACKS REFER TO THE SUBDIVISION DEED RESTRICTIONS.
- GATES ACROSS EASEMENT: 16' DOUBLE SWING GATES SHALL BE INSTALLED WHEREVER FENCES CROSS UTILITY AND DRAINAGE EASEMENT.
- OBSTRUCTIONS OF DRAINAGE: ADEQUATE STRUCTURES SHALL BE PROVIDED TO ALLOW THE UNHINDERED PASSAGE OF ALL STORM AND DRAINAGE FLOWS WHEREVER FENCES CROSS DRAINAGE EASEMENTS.
- THIS AMENDMENT DOES NOT ATTEMPT TO REMOVE RECORDED COVENANTS OR RESTRICTIONS.
- GREENBELT/RESERVE 903A IS TO BE OWNED AND MAINTAINED BY THE FRONT GATE H.O.A.
- THE TREE REMOVAL AND PRESENTATION PLAN WAS APPROVED BY THE CITY COUNCIL OF FAIR OAKS RANCH ON NOVEMBER 15TH, 2018.
- LOT 358, 901, AND 905 ARE PRIVATE STREETS TO BE OWNED AND MAINTAIN BY THE FRONT GATE H.O.A.

- CPS/SAWS/COSA/UTILITY NOTES:**
- THE CITY OF SAN ANTONIO AS PART OF ITS ELECTRIC, GAS, WATER, AND WASTEWATER SYSTEMS - CITY PUBLIC SERVICE BOARD (CPS ENERGY) AND SAN ANTONIO WATER SYSTEM (SAWS) - IS HEREBY DEDICATED EASEMENTS AND RIGHTS-OF-WAY FOR UTILITY, TRANSMISSION AND DISTRIBUTION INFRASTRUCTURE AND SERVICE FACILITIES IN THE AREAS DESIGNATED ON THIS PLAT AS "ELECTRIC EASEMENT," "ANCHOR EASEMENT," "SERVICE EASEMENT," "OVERHANG EASEMENT," "UTILITY EASEMENT," "GAS EASEMENT," "TRANSFORMER EASEMENT," "WATER EASEMENT," "SANITARY SEWER EASEMENT" AND/OR "RECYCLED WATER EASEMENT" FOR THE PURPOSE OF INSTALLING, CONSTRUCTING, RECONSTRUCTING, MAINTAINING, REMOVING, INSPECTING, PATROLLING, OPERATING, MAINTAINING, REPAIRING, AND REMOVING THE DRAINAGE SYSTEM; THE RIGHT TO CHANGE THE SIZE THEREOF; THE RIGHT TO RELOCATE ALONG THE SAME GENERAL DIRECTION OF THE DRAINAGE SYSTEM; THE RIGHT TO CREATE AND/OR DREDGE A STREAM COURSE, REFILL, OR DIG OUT SUCH STREAM COURSE; ESTABLISH OR CHANGE STREAM EMBANKMENTS WITHIN THE EASEMENT, INSTALL STORM SEWER SYSTEMS, CULVERTS, WATER CAPS, AND PROTECTING RAILS; THE RIGHT TO REMOVE FROM THE EASEMENT ALL TREES AND PARTS THEREOF; OR OTHER OBSTRUCTIONS WHICH REASONABLY ENDANGER OR MAY REASONABLY INTERFERE WITH THE EFFICIENCY OF WATER, SEWER, GAS, AND/OR ELECTRIC INFRASTRUCTURE AND SERVICE FACILITIES. NO BUILDINGS, STRUCTURES, CONCRETE SLABS, OR WALLS WILL BE PLACED WITHIN EASEMENT AREAS WITHOUT AN ENCROACHMENT AGREEMENT WITH THE RESPECTIVE UTILITY.
 - ANY CPS ENERGY OR SAWS MONETARY LOSS RESULTING FROM MODIFICATIONS REQUIRED OF CPS ENERGY OR SAWS INFRASTRUCTURE AND SERVICE FACILITIES, LOCATED WITHIN SAID EASEMENTS, DUE TO GRADE CHANGES OR GROUND ELEVATION ALTERATIONS SHALL BE CHARGED TO THE PERSON OR PERSONS DEEMED RESPONSIBLE FOR SAID GRADE CHANGES OR GROUND ELEVATION ALTERATIONS.
 - THIS PLAT DOES NOT AMEND, ALTER, RELEASE OR OTHERWISE AFFECT ANY EXISTING ELECTRIC, GAS, WATER, SEWER, DRAINAGE, TELEPHONE, CABLE TV EASEMENTS OR ANY OTHER EASEMENTS FOR UTILITIES UNLESS THE CHANGES TO SUCH EASEMENTS ARE DESCRIBED HEREON.
 - CONCRETE DRIVEWAY APPROACHES ARE ALLOWED WITHIN THE FIVE (5) AND TEN (10) FOOT WIDE ELECTRIC AND GAS EASEMENTS WHEN LOTS ARE SERVED ONLY BY UNDERGROUND ELECTRIC AND GAS FACILITIES.
 - ROOF OVERHANGS ARE ALLOWED WITHIN THE FIVE (5) AND TEN (10) FOOT WIDE ELECTRIC AND GAS EASEMENTS WHEN ONLY UNDERGROUND ELECTRIC AND GAS FACILITIES ARE PROPOSED OR EXISTING WITHIN THOSE FIVE (5) AND TEN (10) FOOT WIDE EASEMENTS.

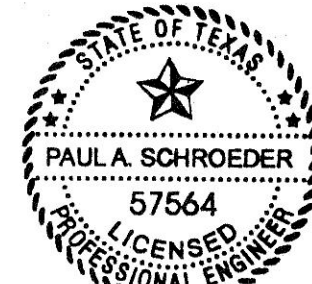
- UTILITY EASEMENT:**
- UTILITIES, INCLUDING, WITHOUT LIMITATION, SEWER, WATER, GAS, ELECTRICITY, TELEPHONE, AND CABLE TELEVISION, WITH ALL NECESSARY AND/OR DESIRABLE LINES, LATERALS AND/OR APPURTENANCES THERETO (THE "UTILITIES")
- TOGETHER WITH THE RIGHT OF INGRESS AND EGRESS OVER THE ADJACENT LAND TO OR FROM THE EASEMENT FOR THE PURPOSE OF CONSTRUCTING, RECONSTRUCTING, INSPECTING, PATROLLING, OPERATING, MAINTAINING, REPAIRING, AND REMOVING THE UTILITIES; THE RIGHT TO PLACE NEW OR ADDITIONAL UTILITIES IN THE EASEMENT AND TO CHANGE THE SIZE THEREOF; THE RIGHT TO RELOCATE ALONG THE SAME GENERAL DIRECTION OF THE UTILITIES; THE RIGHT TO REMOVE FROM THE EASEMENT ALL TREES AND PARTS THEREOF; OR OTHER OBSTRUCTIONS, WHICH REASONABLY ENDANGER OR MAY REASONABLY INTERFERE WITH THE EFFICIENCY OR OPERATION OF THE UTILITIES; AND THE RIGHT TO PLACE TEMPORARY STRUCTURES FOR USE IN CONSTRUCTING OR REPAIRING THE UTILITIES.
- THE PROPERTY OWNER RETAINS THE RIGHT TO USE ALL OR ANY PART OF THE EASEMENT FOR ANY PURPOSE WHICH DOES NOT DAMAGE, DESTROY, INJURE, AND/OR UNREASONABLY INTERFERE WITH THE USE OF THE EASEMENT. HOWEVER, THE EASEMENT SHALL BE KEPT CLEAR OF ALL STRUCTURES OR OTHER IMPROVEMENTS.
 - THE UTILITY SHALL MAKE COMMERCIAL REASONABLE EFFORTS TO ENSURE THAT DAMAGE TO THE PROPERTY IS MINIMIZED AND THE UTILITY WILL AT ALL TIMES, AFTER DOING ANY WORK IN CONNECTION WITH THE SYSTEM, RESTORE THE PROPERTY TO THE CONDITION IN WHICH THE PROPERTY WAS FOUND BEFORE SUCH WORK WAS UNDERTAKEN TO THE EXTENT THAT SUCH RESTORATION IS REASONABLE IN ACCORDANCE WITH THE UTILITY USUAL AND CUSTOMARY PRACTICES.
 - THE MAINTENANCE OF THE TURF, GRASSES AND LANDSCAPE VEGETATION WITHIN THE EASEMENT SHALL BE THE DUTY AND RESPONSIBILITY OF THE PROPERTY OWNER.



CURVE TABLE					
CURVE	DELTA	RADIUS	LENGTH	TANGENT	CHORD BEARING
C1	94°24'24"	50.00'	82.39'	54.00'	S46°16'10"W 73.38'
C2	46°04'03"	30.00'	24.38'	12.91'	N70°11'21"E 23.72'
C3	78°47'13"	15.00'	20.10'	11.89'	N8°30'43"E 18.63'
C4	65°19'15"	15.00'	17.10'	9.62'	N62°32'31"W 16.19'
C5	25°34'01"	125.00'	55.78'	28.36'	N78°17'00"E 55.32'
C6	88°16'17"	15.00'	23.11'	14.59'	S44°55'52"W 20.89'
C7	12°06'47"	325.00'	68.90'	34.58'	N6°52'07"E 68.77'
C8	9°20'46"	175.00'	28.55'	14.30'	S8°16'08"W 28.51'
C9	35°33'56"	100.00'	62.07'	32.07'	N23°29'25"E 61.08'
C10	3°51'30"	280.00'	18.86'	9.43'	S39°20'38"W 18.86'
C11	49°48'51"	50.00'	43.47'	23.22'	S46°38'47"W 42.11'

REPLAT

PREVIOUS VARIANCES GRANTED:
THE VARIANCE TO ALLOW 48' OF 65 LOTS IN FRONT GATE UNIT-4 TO HAVE A MINIMUM STREET FRONTAGE OF SIXTY FEET (60') WAS APPROVED BY THE CITY OF FAIR OAKS RANCH CITY COUNCIL ON AUGUST 16TH, 2018.



STATE OF TEXAS
COUNTY OF BEAR

I HEREBY CERTIFY THAT THIS PLAT IS TRUE AND CORRECT AND WAS PREPARED FROM AN ACTUAL SURVEY OF THE PROPERTY MADE ON THE GROUND UNDER MY SUPERVISION.

PRELIMINARY: THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE AND SHALL NOT BE USED OR VIEWED OR RELIED UPON AS A FINAL SURVEY DOCUMENT.

REGISTERED PROFESSIONAL LAND SURVEYOR #5160
PAUL A. SCHROEDER
12940 COUNTRY PARKWAY
SAN ANTONIO, TEXAS 78216

SWORN TO AND SUBSCRIBED BEFORE ME THIS THE ____ DAY OF _____ A.D., 2020.

NOTARY PUBLIC
STATE OF TEXAS

STATE OF TEXAS
COUNTY OF BEAR

I HEREBY CERTIFY THAT PROPER ENGINEERING CONSIDERATION HAS BEEN GIVEN IN THIS PLAT TO THE MATTERS OF STREETS, LOTS AND DRAINAGE LAYOUT, AND TO THE BEST OF MY KNOWLEDGE THIS PLAT CONFORMS TO ALL REQUIREMENTS OF THE SUBDIVISION ORDINANCE.

LICENSED PROFESSIONAL ENGINEER #57564
PAUL A. SCHROEDER
12940 COUNTRY PARKWAY
SAN ANTONIO, TEXAS 78216

SWORN TO AND SUBSCRIBED BEFORE ME THIS THE ____ DAY OF _____ A.D., 2020.

NOTARY PUBLIC
STATE OF TEXAS

**REPLAT
OF
LOTS 299-300 FRONT GATE UNIT 12 AND
LOTS 371-373, 407, AND 903-904 FRONT GATE
UNIT 4 TO ESTABLISH GREENBELT/RESERVE 903A
AND LOTS 299A-300A, 371A-373A**

BEING LOTS 299-300 FRONT GATE UNIT 12, AS RECORDED IN VOLUME 9726, PAGES 28-29, AND LOTS 371-373, 407, & 903-904 FRONT GATE UNIT 4, AS RECORDED IN VOLUME 20001, PAGES 2555-2556 IN THE DEED AND PLAT RECORDS OF BEAR COUNTY, TEXAS AND OUT OF THE MARIA F. HERNANDEZ SURVEY NO. 420, ABSTRACT NO. 314, BEAR COUNTY, TEXAS.

REASON FOR REPLAT:
TO REMOVE LOT 904 AND REPLAT INTO LOTS 299 AND 300. REPLAT LOTS 371-373 AND 903 TO INCREASE AMOUNT OF OPEN SPACE IN LOT 903, ESTABLISHING GREENBELT/RESERVE 903A. ADD 10' G.E.T. & CA TV. ESMT TO LOT 407. THERE ARE 8 LOTS TOTALING 1.52 ACRES BEING REPLATED INTO 6 LOTS AND 1 GREENBELT/RESERVE TOTALING 1.52 ACRES.

**VICKREY & ASSOCIATES, INC.
CONSULTING ENGINEERS**

12940 Country Parkway San Antonio, Texas 78216-2004

Telephone: (210) 349-3271

TBPE Firm Registration No.: F-159

TBPLS Firm Registration No.: 10004100

STATE OF TEXAS
COUNTY OF BEAR

THE OWNERS OF THE LAND SHOWN ON THIS PLAT AND WHOSE NAMES ARE SUBSCRIBED HERETO, AND IN PERSON OR THROUGH A DULY AUTHORIZED AGENT DEDICATES TO THE USE OF THE PUBLIC FOREVER ALL STREETS, ALLEYS, PARKS, WATER COURSES, DRAINS, EASEMENTS AND PUBLIC PLACES THEREON SHOWN FOR THE PURPOSE AND CONSIDERATION THEREIN EXPRESSED.

OWNER: LLOYD A. DENTON, JR., PRESIDENT
SA FRONT GATE, LLC
11 LYNN BATTS LANE, STE. 100
SAN ANTONIO TEXAS 78218

STATE OF TEXAS
COUNTY OF BEAR

BEFORE ME, THE UNDERSIGNED AUTHORITY ON THIS DAY PERSONALLY APPEARED

_____, KNOWN TO ME TO BE THE PERSON WHOSE NAMES ARE SUBSCRIBED TO THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED AND IN THE CAPACITY THEREIN STATED.

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS ____ DAY OF _____ A.D., 2020.

STATE OF TEXAS
COUNTY OF BEAR

NOTARY PUBLIC
STATE OF TEXAS

THE OWNERS OF THE LAND SHOWN ON THIS PLAT AND WHOSE NAMES ARE SUBSCRIBED HERETO, AND IN PERSON OR THROUGH A DULY AUTHORIZED AGENT DEDICATES TO THE USE OF THE PUBLIC FOREVER ALL STREETS, ALLEYS, PARKS, WATER COURSES, DRAINS, EASEMENTS AND PUBLIC PLACES THEREON SHOWN FOR THE PURPOSE AND CONSIDERATION THEREIN EXPRESSED.

STATE OF TEXAS
COUNTY OF BEAR

JOHN PARK
28926 FRONT GATE
FAIR OAKS RANCH, TEXAS 782015

BEFORE ME, THE UNDERSIGNED AUTHORITY ON THIS DAY PERSONALLY APPEARED

_____, KNOWN TO ME TO BE THE PERSON WHOSE NAMES ARE SUBSCRIBED TO THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED AND IN THE CAPACITY THEREIN STATED.

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS ____ DAY OF _____ A.D., 2020.

STATE OF TEXAS
COUNTY OF BEAR

NOTARY PUBLIC
STATE OF TEXAS

THE OWNERS OF THE LAND SHOWN ON THIS PLAT AND WHOSE NAMES ARE SUBSCRIBED HERETO, AND IN PERSON OR THROUGH A DULY AUTHORIZED AGENT DEDICATES TO THE USE OF THE PUBLIC FOREVER ALL STREETS, ALLEYS, PARKS, WATER COURSES, DRAINS, EASEMENTS AND PUBLIC PLACES THEREON SHOWN FOR THE PURPOSE AND CONSIDERATION THEREIN EXPRESSED.

STATE OF TEXAS
COUNTY OF BEAR

RYAN JAMES SIMON
28922 FRONT GATE
FAIR OAKS RANCH, TEXAS 78015

BEFORE ME, THE UNDERSIGNED AUTHORITY ON THIS DAY PERSONALLY APPEARED

_____, KNOWN TO ME TO BE THE PERSON WHOSE NAMES ARE SUBSCRIBED TO THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED AND IN THE CAPACITY THEREIN STATED.

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS ____ DAY OF _____ A.D., 2020.

NOTARY PUBLIC
STATE OF TEXAS

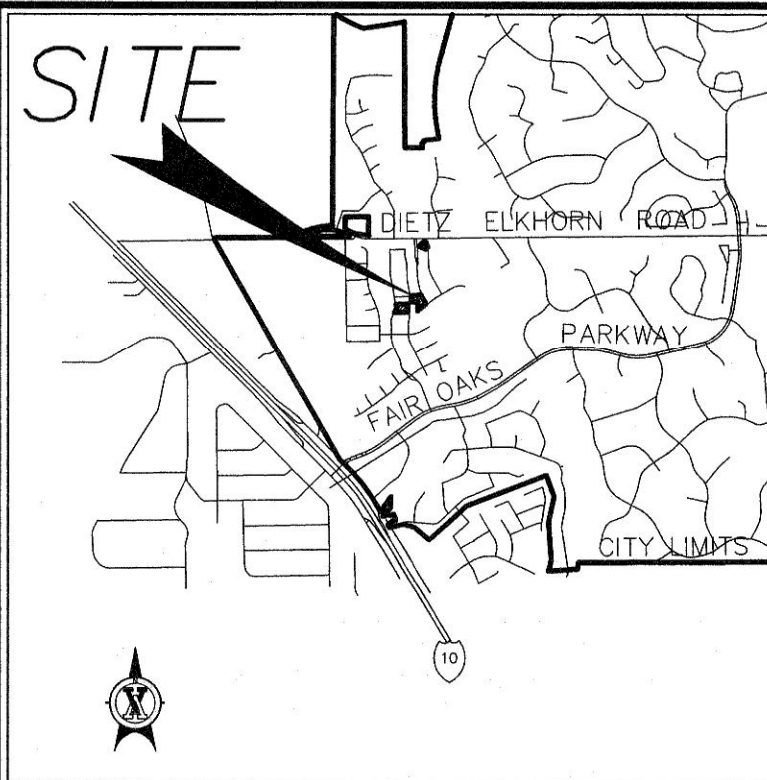
THIS REPLAT OF LOTS 299-300 FRONT GATE UNIT 12 AND LOTS 371-373, 407, AND 903-904 FRONT GATE UNIT 4 TO ESTABLISH GREENBELT/RESERVE 903A AND LOTS 299A-300A, 371A-373A HAS BEEN SUBMITTED TO AND CONSIDERED BY THE CITY COUNCIL OF FAIR OAKS RANCH, TEXAS AND IS HEREBY APPROVED BY SUCH COUNCIL.

DATED THIS ____ DAY OF _____ A.D., 2020

BY _____ MAYOR

BY _____ CITY SECRETARY

TAX CERTIFICATE FILED THIS DATE IN VOLUME _____, PAGE _____, BEAR COUNTY OFFICIAL RECORDS.



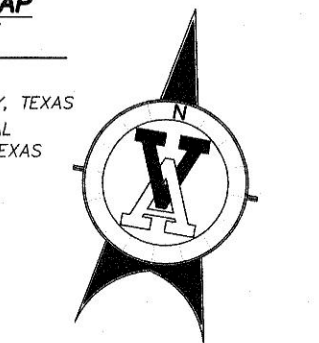
LOCATION MAP NOT TO SCALE

- FOUND 1/2" IRON ROD
D.R. DEED RECORDS OF BEXAR COUNTY, TEXAS
O.P.R. OFFICIAL PUBLIC RECORDS OF REAL
PROPERTY OF BEXAR COUNTY, TEXAS
D.P.R. DEED AND PLAT RECORDS OF
BEXAR COUNTY, TEXAS

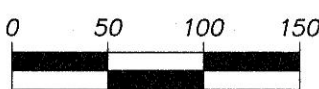
- 740 — EXISTING CONTOURS
— 740 — PROPOSED CONTOURS
E.T., & CATV ELECTRIC, TELEPHONE

- BSL BUILDING SETBACK LINE
ESMT EASEMENT
R.O.W. RIGHT OF WAY
EX EXISTING
VOL. VOLUME
PG. PAGE
C.V.E. CLEAR VISION ESMT
BLK BLOCK
CB COUNTY BLOCK
AC ACRES
PED. PEDESTRIAN

- 1 10' G.E.T. & CA TV, ESMT
VOL. 9726 PG. 28-29
2 5' GAS, ESMT
VOL. 9726 PG. 28-29
3 10' GAS, ESMT
VOL. 9726 PG. 28-29
4 14' G.E.T. & CA TV, ESMT
VOL. 20001 PG. 2555-2556
5 10' GAS, ESMT
VOL. 20001 PG. 2555-2556
6 5' GAS, ESMT
VOL. 20001 PG. 2555-2556
7 16' SAN SEW. ESMT
VOL. 9726 PG. 29
8 30' WATER ESMT
DOC. #20050106253
COUNTY OF BEXAR
DRAINAGE EASMT
VOL. 4258, PG. 292
11 10' G.E.T. & CA TV, ESMT
VOL. 20001 PG. 2555-2556
10 10' G.E.T. & CA TV, ESMT



SCALE: 1"=100'

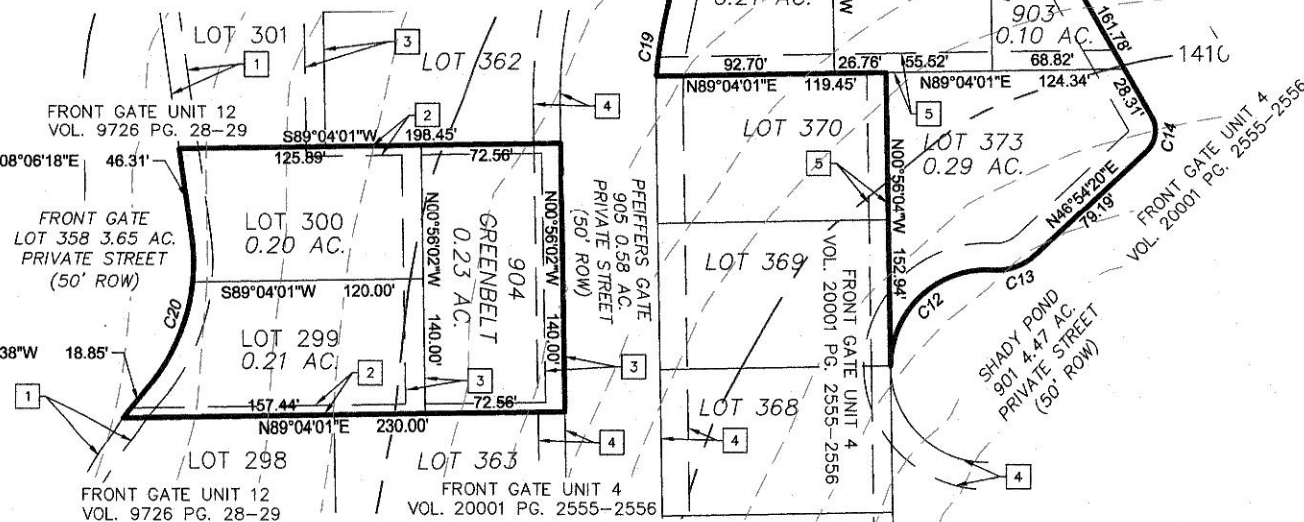


CURVE TABLE						
CURVE	DELTA	RADIUS	LENGTH	TANGENT	CHORD BEARING	CHORD
C12	93°22'16"	50.01'	81.50'	53.04'	S46°46'57"W	72.78'
C13	46°34'03"	30.00'	24.38'	12.91'	N70°11'21"E	23.72'
C14	76°47'13"	15.00'	20.10'	11.89'	N8°30'43"E	18.63'
C15	86°16'03"	15.05'	22.66'	14.10'	N73°11'27"W	20.58'
C16	25°34'01"	125.00'	55.78'	28.36'	N76°17'00"E	55.32'
C17	88°16'17"	15.00'	23.11'	14.55'	S44°55'52"W	20.89'
C18	12°08'47"	325.00'	68.90'	34.58'	N6°52'07"E	68.77'
C19	9°20'46"	175.00'	28.55'	14.30'	S81°08'08"W	28.51'
C20	49°22'41"	100.00'	86.18'	45.97'	N16°35'03"E	83.54'
C21	49°48'51"	50.00'	43.47'	23.22'	S46°38'47"W	42.11'

FLOODPLAIN NOTE:

THERE IS NO FEMA 100 YEAR FLOOD ZONE WITHIN THIS SUBDIVISION ACCORDING TO FEMA FIRM NO. 48029C0085F, EFFECTIVE DATE 9/29/2010

PREVIOUS VARIANCES GRANTED:
THE VARIANCE TO ALLOW 48 OF 65 LOTS IN FRONT GATE UNIT-4 TO HAVE A MINIMUM STREET FRONTAGE OF SIXTY FEET (60') WAS APPROVED BY THE CITY OF FAIR OAKS RANCH CITY COUNCIL ON AUGUST 16TH, 2018.



AREA BEING REPLATTED

THE AREA BEING REPLATTED WAS PREVIOUSLY RECORDED AS A PART OF FRONT GATE UNIT 12 RECORDED IN VOLUME 9726 PAGE 28, AND FRONT GATE UNIT 4 RECORDED IN VOLUME 20001 PAGE 2555-2556 OF THE DEED AND PLAT RECORDS OF BEXAR COUNTY, TEXAS.

STATE OF TEXAS
COUNTY OF BEXAR

I HEREBY CERTIFY THAT THIS PLAT IS TRUE AND CORRECT AND WAS PREPARED FROM AN ACTUAL SURVEY OF THE PROPERTY MADE ON THE GROUND UNDER MY SUPERVISION.

PRELIMINARY, THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE AND SHALL NOT BE USED OR VIEWED OR RELIED UPON AS A FINAL SURVEY DOCUMENT

REGISTERED PROFESSIONAL LAND SURVEYOR #5160
PAUL A. SCHROEDER
12940 COUNTRY PARKWAY
SAN ANTONIO, TEXAS 78216

SWORN TO AND SUBSCRIBED BEFORE ME THIS THE _____ DAY OF _____ A.D., 2020.

NOTARY PUBLIC
STATE OF TEXAS

STATE OF TEXAS
COUNTY OF BEXAR

I HEREBY CERTIFY THAT PROPER ENGINEERING CONSIDERATION HAS BEEN GIVEN IN THIS PLAT TO THE MATTERS OF STREETS, LOTS AND DRAINAGE LAYOUT, AND TO THE BEST OF MY KNOWLEDGE THIS PLAT CONFORMS TO ALL REQUIREMENTS OF THE SUBDIVISION ORDINANCE.

LICENSED PROFESSIONAL ENGINEER #57564
PAUL A. SCHROEDER
12940 COUNTRY PARKWAY
SAN ANTONIO, TEXAS 78216

SWORN TO AND SUBSCRIBED BEFORE ME THIS THE _____ DAY OF _____ A.D., 2020.

NOTARY PUBLIC
STATE OF TEXAS

CPS/SAWS/COSA/UTILITY NOTES:

1. THE CITY OF SAN ANTONIO AS PART OF ITS ELECTRIC, GAS, WATER, AND WASTEWATER SYSTEMS - CITY PUBLIC SERVICE BOARD (CPS ENERGY) AND SAN ANTONIO WATER SYSTEM (SAWS) - IS HEREBY DEDICATED EASEMENTS AND RIGHTS-OF-WAY FOR UTILITY, TRANSMISSION AND DISTRIBUTION INFRASTRUCTURE AND SERVICE FACILITIES IN THE AREAS DESIGNATED ON THIS PLAT AS "ELECTRIC EASEMENT," "ANCHOR EASEMENT," "SERVICE EASEMENT," "OVERHANG EASEMENT," "UTILITY EASEMENT," "GAS EASEMENT," "TRANSFORMER EASEMENT," "WATER EASEMENT," "SANITARY SEWER EASEMENT" AND/OR RECYCLED WATER EASEMENT FOR THE PURPOSE OF INSTALLING, CONSTRUCTING, RECONSTRUCTING, MAINTAINING, REMOVING, INSPECTING, PATROLLING, AND ERECTING UTILITY INFRASTRUCTURE AND SERVICE FACILITIES FOR THE REASONS DESCRIBED ABOVE. CPS ENERGY AND SAWS SHALL ALSO HAVE THE RIGHT TO RELOCATE SAID INFRASTRUCTURE AND SERVICE FACILITIES WITHIN EASEMENT AND RIGHT-OF-WAY AREAS, TOGETHER WITH THE RIGHT OF INGRESS AND EGRESS OVER GRANTOR'S ADJACENT LANDS FOR THE PURPOSE OF ACCESSING SUCH INFRASTRUCTURE AND SERVICE FACILITIES AND THE RIGHT TO REMOVE FROM SAID LANDS ALL TREES OR PARTS THEREOF, OR OTHER OBSTRUCTIONS WHICH ENDANGER OR MAY INTERFERE WITH THE EFFICIENCY OF WATER, SEWER, GAS, AND/OR ELECTRIC INFRASTRUCTURE AND SERVICE FACILITIES. NO BUILDINGS, STRUCTURES, CONCRETE SLABS, OR WALLS WILL BE PLACED WITHIN EASEMENT AREAS WITHOUT AN ENCROACHMENT AGREEMENT WITH THE RESPECTIVE UTILITY.

2. ANY CPS ENERGY OR SAWS MONETARY LOSS RESULTING FROM MODIFICATIONS REQUIRED OF CPS ENERGY OR SAWS INFRASTRUCTURE AND SERVICE FACILITIES, LOCATED WITHIN SAID EASEMENTS, DUE TO GRADE CHANGES OR GROUND ELEVATION ALTERATIONS SHALL BE CHARGED TO THE PERSON OR PERSONS DEEMED RESPONSIBLE FOR SAID GRADE CHANGES OR GROUND ELEVATION ALTERATIONS.

3. THIS PLAT DOES NOT AMEND, ALTER, RELEASE OR OTHERWISE AFFECT ANY EXISTING ELECTRIC, GAS, WATER, SEWER, DRAINAGE, TELEPHONE, CABLE TV EASEMENTS OR ANY OTHER EASEMENTS FOR UTILITIES UNLESS THE CHANGES TO SUCH EASEMENTS ARE DESCRIBED HEREON.

4. CONCRETE DRIVEWAY APPROACHES ARE ALLOWED WITHIN THE FIVE (5) AND TEN (10) FOOT WIDE ELECTRIC AND GAS EASEMENTS WHEN LOTS ARE SERVED ONLY BY UNDERGROUND ELECTRIC AND GAS FACILITIES.

5. ROOF OVERHANGS ARE ALLOWED WITHIN THE FIVE (5) AND TEN (10) FOOT WIDE ELECTRIC AND GAS EASEMENTS WHEN ONLY UNDERGROUND ELECTRIC AND GAS FACILITIES ARE PROPOSED OR EXISTING WITHIN THOSE FIVE (5) AND TEN (10) FOOT WIDE EASEMENTS.

UTILITY EASEMENT:

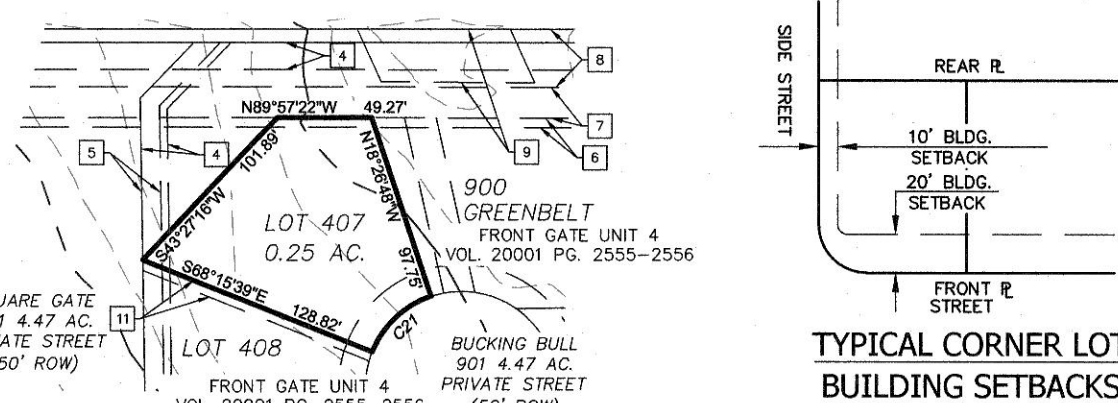
UTILITIES, INCLUDING, WITHOUT LIMITATION, SEWER, WATER, GAS, ELECTRICITY, TELEPHONE, AND CABLE TELEVISION, WITH ALL NECESSARY AND/OR DESIRABLE LINES, LATERALS AND/OR APPURTENANCES THERETO (THE "UTILITIES")

TOGETHER WITH THE RIGHT OF INGRESS AND EGRESS OVER THE ADJACENT LAND TO OR FROM THE EASEMENT FOR THE PURPOSE OF CONSTRUCTING, RECONSTRUCTING, INSPECTING, PATROLLING, OPERATING, MAINTAINING, REPAIRING, AND REMOVING THE UTILITIES; THE RIGHT TO PLACE NEW OR ADDITIONAL UTILITIES IN THE EASEMENT AND TO CHANGE THE SIZE THEREOF; THE RIGHT TO RELOCATE ALONG THE SAME GENERAL DIRECTION OF THE UTILITIES; THE RIGHT TO REMOVE FROM THE EASEMENT ALL TREES AND PARTS THEREOF, OR OTHER OBSTRUCTIONS, WHICH REASONABLY ENDANGER OR MAY REASONABLY INTERFERE WITH THE EFFICIENCY OR OPERATION OF THE UTILITIES; AND THE RIGHT TO PLACE TEMPORARY STRUCTURES FOR USE IN CONSTRUCTING OR REPAIRING THE UTILITIES.

1. THE PROPERTY OWNER RETAINS THE RIGHT TO USE ALL OR ANY PART OF THE EASEMENT FOR ANY PURPOSE WHICH DOES NOT DAMAGE, DESTROY, INJURE, AND/OR UNREASONABLY INTERFERE WITH THE USE OF THE EASEMENT. HOWEVER, THE EASEMENT SHALL BE KEPT CLEAR OF ALL STRUCTURES OR OTHER IMPROVEMENTS.

2. THE UTILITY SHALL MAKE COMMERCIAL REASONABLE EFFORTS TO ENSURE THAT DAMAGE TO THE PROPERTY IS MINIMIZED AND THE UTILITY WILL AT ALL TIMES, AFTER DOING ANY WORK IN CONNECTION WITH THE SYSTEM, RESTORE THE PROPERTY TO THE CONDITION IN WHICH THE PROPERTY WAS FOUND BEFORE SUCH WORK WAS UNDERTAKEN TO THE EXTENT THAT SUCH RESTORATION IS REASONABLE IN ACCORDANCE WITH THE UTILITY USUAL AND CUSTOMARY PRACTICES.

3. THE MAINTENANCE OF THE TURF, GRASSES AND LANDSCAPE VEGETATION WITHIN THE EASEMENT SHALL BE THE DUTY AND RESPONSIBILITY OF THE PROPERTY OWNER.



TYPICAL CORNER LOT BUILDING SETBACKS

NOTE: ALL LOTS HAVE A MINIMUM BUILDING SETBACK OF 20' ALONG THE FRONT, AS SHOWN ABOVE, AND SPECIFIC BUILDING SETBACKS REFERRED TO IN THE SUBDIVISION DEED RESTRICTIONS.

LOT	OWNER	ADDRESS
298	JEFFERY GALOVIC & KRISTEN MUNSON	28918 Front Gate, Fair Oaks Ranch, Texas 78015
299	RYAN JAMES SIMON	28922 Front Gate, Fair Oaks Ranch, Texas 78015
300	JOHN PARK	28926 Front Gate, Fair Oaks Ranch, Texas 78015
301	DAVID WAYNE & JUDITH ANN VANCE	8922 Bull Ride, Fair Oaks Ranch, Texas 78015
358	SA FRONT GATE LLC	11 Lynns Batts LN, STE 100, San Antonio, Texas 78218
362	SA FRONT GATE LLC	11 Lynns Batts LN, STE 100, San Antonio, Texas 78218
363	SA FRONT GATE LLC	11 Lynns Batts LN, STE 100, San Antonio, Texas 78218
368	SA FRONT GATE LLC	11 Lynns Batts LN, STE 100, San Antonio, Texas 78218
371	SA FRONT GATE LLC	11 Lynns Batts LN, STE 100, San Antonio, Texas 78218
372	SA FRONT GATE LLC	11 Lynns Batts LN, STE 100, San Antonio, Texas 78218
373	SA FRONT GATE LLC	11 Lynns Batts LN, STE 100, San Antonio, Texas 78218
901	SA FRONT GATE LLC	11 Lynns Batts LN, STE 100, San Antonio, Texas 78218
903	SA FRONT GATE LLC	11 Lynns Batts LN, STE 100, San Antonio, Texas 78218
904	SA FRONT GATE LLC	11 Lynns Batts LN, STE 100, San Antonio, Texas 78218
905	SA FRONT GATE LLC	11 Lynns Batts LN, STE 100, San Antonio, Texas 78218

REASON FOR REPLAT:

TO REMOVE LOT 904 AND REPLAT INTO LOTS 299 AND 300. REPLAT LOTS 371-373 AND 903 TO INCREASE AMOUNT OF OPEN SPACE IN LOT 903, ESTABLISHING GREENBELT/RESERVE 903A. ADD 10' G.E.T. & CA TV, ESMT TO LOT 407. THERE ARE 8 LOTS TOTALING 1.52 ACRES BEING REPLATTED INTO 6 LOTS AND 1 GREENBELT/RESERVE TOTALING 1.52 ACRES.

REPLAT OF

LOTS 299-300 FRONT GATE UNIT 12 AND LOTS 371-373, 407, AND 903-904 FRONT GATE UNIT 4 TO ESTABLISH GREENBELT/RESERVE 903A AND LOTS 299A-300A, 371A-373A

BEING LOTS 299-300 FRONT GATE UNIT 12, AS RECORDED IN VOLUME 9726, PAGES 28-29, AND LOTS 371-373, 407, & 903-904 FRONT GATE UNIT 4, AS RECORDED IN VOLUME 20001, PAGES 2555-2556 IN THE DEED AND PLAT RECORDS OF BEXAR COUNTY, TEXAS AND OUT OF THE MARIA F. HERNANDEZ SURVEY NO. 420, ABSTRACT NO. 314, BEXAR COUNTY, TEXAS.

REASON FOR REPLAT:

TO REMOVE LOT 904 AND REPLAT INTO LOTS 299 AND 300. REPLAT LOTS 371-373 AND 903 TO INCREASE AMOUNT OF OPEN SPACE IN LOT 903, ESTABLISHING GREENBELT/RESERVE 903A. ADD 10' G.E.T. & CA TV, ESMT TO LOT 407. THERE ARE 8 LOTS TOTALING 1.52 ACRES BEING REPLATTED INTO 6 LOTS AND 1 GREENBELT/RESERVE TOTALING 1.52 ACRES.

VICKREY & ASSOCIATES, INC. CONSULTING ENGINEERS

12940 Country Parkway San Antonio, Texas 78216-2004

Telephone: (210) 349-3271

TBPE Firm Registration No.: F-159

TBPLS Firm Registration No.: 10004100

STATE OF TEXAS
COUNTY OF BEXAR

THE OWNERS OF THE LAND SHOWN ON THIS PLAT AND WHOSE NAMES ARE SUBSCRIBED HERETO, AND IN PERSON OR THROUGH A DULY AUTHORIZED AGENT DEDICATES TO THE USE OF THE PUBLIC FOREVER ALL STREETS, ALLEYS, PARKS, WATER COURSES, DRAINS, EASEMENTS AND PUBLIC PLACES THEREON SHOWN FOR THE PURPOSE AND CONSIDERATION THEREIN EXPRESSED.

OWNER: LLOYD A. DENTON, JR., PRESIDENT
SA FRONT GATE, LLC
11 LYNN BATTS LANE, STE. 100
SAN ANTONIO TEXAS 78218

STATE OF TEXAS
COUNTY OF BEXAR

BEFORE ME, THE UNDERSIGNED AUTHORITY ON THIS DAY PERSONALLY APPEARED

WHOSE NAMES ARE SUBSCRIBED TO THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED AND IN THE CAPACITY THEREIN STATED.

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS _____ DAY OF _____ A.D., 2020.

STATE OF TEXAS
COUNTY OF BEXAR

NOTARY PUBLIC
STATE OF TEXAS

THE OWNERS OF THE LAND SHOWN ON THIS PLAT AND WHOSE NAMES ARE SUBSCRIBED HERETO, AND IN PERSON OR THROUGH A DULY AUTHORIZED AGENT DEDICATES TO THE USE OF THE PUBLIC FOREVER ALL STREETS, ALLEYS, PARKS, WATER COURSES, DRAINS, EASEMENTS AND PUBLIC PLACES THEREON SHOWN FOR THE PURPOSE AND CONSIDERATION THEREIN EXPRESSED.

JOHN PARK
28926 FRONT GATE
FAIR OAKS RANCH, TEXAS 78015

STATE OF TEXAS
COUNTY OF BEXAR

BEFORE ME, THE UNDERSIGNED AUTHORITY ON THIS DAY PERSONALLY APPEARED

WHOSE NAMES ARE SUBSCRIBED TO THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED AND IN THE CAPACITY THEREIN STATED.

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS _____ DAY OF _____ A.D., 2020.

STATE OF TEXAS
COUNTY OF BEXAR

NOTARY PUBLIC
STATE OF TEXAS

THE OWNERS OF THE LAND SHOWN ON THIS PLAT AND WHOSE NAMES ARE SUBSCRIBED HERETO, AND IN PERSON OR THROUGH A DULY AUTHORIZED AGENT DEDICATES TO THE USE OF THE PUBLIC FOREVER ALL STREETS, ALLEYS, PARKS, WATER COURSES, DRAINS, EASEMENTS AND PUBLIC PLACES THEREON SHOWN FOR THE PURPOSE AND CONSIDERATION THEREIN EXPRESSED.

RYAN JAMES SIMON
28922 FRONT GATE
FAIR OAKS RANCH, TEXAS 78015

STATE OF TEXAS
COUNTY OF BEXAR

BEFORE ME, THE UNDERSIGNED AUTHORITY ON THIS DAY PERSONALLY APPEARED

WHOSE NAMES ARE SUBSCRIBED TO THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED AND IN THE CAPACITY THEREIN STATED.

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS _____ DAY OF _____ A.D., 2020.

NOTARY PUBLIC
STATE OF TEXAS

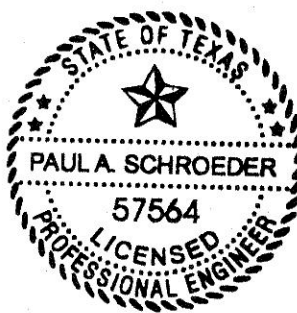
THIS REPLAT OF LOTS 299-300 FRONT GATE UNIT 12 AND LOTS 371-373, 407, AND 903-904 FRONT GATE UNIT 4 TO ESTABLISH GREENBELT/RESERVE 903A AND LOTS 299A-300A, 371A-373A HAS BEEN SUBMITTED TO AND CONSIDERED BY THE CITY COUNCIL OF FAIR OAKS RANCH, TEXAS AND IS HEREBY APPROVED BY SUCH COUNCIL.

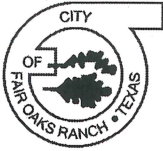
DATED THIS _____ DAY OF _____ A.D., 2020

BY _____ MAYOR

BY _____ CITY SECRETARY

TAX CERTIFICATE FILED THIS DATE IN VOLUME _____ PAGE _____ BEXAR COUNTY OFFICIAL RECORDS.





City of Fair Oaks Ranch

7286 Dietz Elkhorn Fair Oaks Ranch, TX 78015

PH: (210) 698-0900.FAX: (210) 698-3565. bcodes@fairoaksranchtx.org www.fairoaksranchtx.org

UNIVERSAL APPLICATION-FORM A

All applications must be submitted with:

(1) A complete **Universal Application** form (2 pages), and

(2) A complete **Specific Application Form** with all materials listed in the checklist for the specific application.

The City staff is available to assist you in person at City Hall or over the phone at (210) 698-0900.

DEVELOPMENT INFORMATION

Project Name/Address/Location: Replat of Lots 299-300 Front Gate Unit 12 and Lots 371-373, 407 and 903-904 Front Gate Unit 4 Acreage: 1.45
 Brief Description of Project: Remove Lot 904 and Replat into Lots 299 and 300. Replat Lots 371-373 and 903 to increase amount of open space in Lot 903, establishing greenbelt/reserve 903A. Add 10' G.E.T. & CA. TV. Esm't to Lot 407. There are 8 lots totaling 1.52 acres being replatted into 6 lots and 1 greenbelt/reserve totaling 1.52 acres.
 Is property platted? ☐ No ☒ Yes Subdivision name: Front Gate Unit 4 and Unit 12 No. of Lots: 8
 Recordation #: FGU4 #20200240486-20200240487 Parcel(s) Tax ID#: FGU12 #20180015015-20180015016 04709-000-2200, 04709-900-2990, 04709-900-3000
 Existing Use: Single Family Proposed Use: Single Family
 Current Zoning: Existing Residential One Proposed Zoning: Existing Residential One
 Occupancy Type: Residential Sq. Ft.: _____ Bed #: _____ Bath #: _____ Car Garage #: _____
 Water System ☐ Well ☒ Public Flood Zone: ☐ Yes ☒ No Sewer System: ☐ Septic ☒ Public

PROPERTY OWNER INFORMATION

Owner: SA Front Gate LLC Contact Name: Lloyd A. Denton, Jr.
 Address: 11 Lynn Batts Lane, Suite 100 City/State/ZIP: San Antonio, Texas 78218
 Phone: (210) 828-6131 Email: plats@bitterblue.com

APPLICANT INFORMATION

Applicant/Developer: SA Front Gate LLC Contact Name: Lloyd A. Denton, Jr.
 Address: 11 Lynn Batts Lane, Suite 100 City/State/ZIP: San Antonio, Texas 78218
 Phone: (210) 828-6131 Email: plats@bitterblue.com

KEY CONTACT INFORMATION

Name of the Individual: Paul A. Schroeder, PE, RPLS Contact Name: Vickrey & Associates, Inc.
 Address: 12940 Country Parkway City/State/ZIP: San Antonio, Texas 78216
 Phone: (210) 349-3271 E-mail: pschroeder@vickreyinc.com

SIGNATURE OF PROPERTY OWNER OR APPLICANT (SIGN AND PRINT OR TYPE NAME)

Signature: _____ Date: _____
 (Signed letter of authorization required if the application is signed by someone other than the property owner)

*****OFFICE USE ONLY*****

DATE REC'D: _____ BY: _____

FEES PAID: _____ APPROVED BY: _____

DATE APPROVED: _____

APPLICATION/PERMIT NO: _____ EXP DATE: _____

Applications shall be processed based on the City's official submission dates. When a completed application packet has been accepted and reviewed, additional information may be required by staff as a result of the review, therefore it may be necessary to postpone the proposed project and remove it from the scheduled agenda and place it on a future agenda.

SPECIFIC APPLICATION FORM (S1-S38). Please check the appropriate type below:**Land Use Policy Related**

(Section 3.9 of the UDC)

- ☐ Annexation* - Form S1
- ☐ Comprehensive Plan Amendment
- ☐ Unified Development Code (UDC) Text Amendment
- ☐ Rezoning* - Form S2
- ☐ Special Use Permit* - Form S3
- ☐ Planned Unit Development* - Form S4
- ☐ Development Agreement
- ☐ Conservation Development* (Section 4.8) - Form S5

Subdivision and Property Development Related

(Section 3.8 of the UDC)

- ☐ Amending Plat* - Form S6
- ☐ Minor Plat* - Form S7
- ☐ Development Plat* - Form S8
- ☐ Concept Plan* - Form S9
- ☐ Preliminary Plat* - Form S10
- ☐ Final Plat* - Form S11
- ☒ Replat* - Form S12
- ☐ Construction Plans* - Form S13
- ☐ Vacating Plat
- ☐ Plat Extension

Site Development Related

(Section 3.9 of the UDC)

- ☐ Vested Rights Verification Letter
- ☐ Zoning Verification Letter
- ☐ Written Interpretation of the UDC
- ☐ Temporary Use Permit* - Form S14
- ☐ Special Exception* - Form S15
- ☐ Site Development Permit* (Site Plan Review) - Form S16
- ☐ Floodplain Development Permit* - Form S17
- ☐ Stormwater Permit* - Form S18
- ☐ Certificate of Design Compliance* - Form S19

Appeal of an Administrative Decision

- ☐ Zoning ☐ Others

Variance

- ☐ Policy ☐ Judicial* - Form S20

- ☐ Sign Special Exception/Appeal to an Administrative Decision
- ☐ Administrative Exception
- ☐ Permit for Repair of Non-Conforming Use/Building
- ☐ Letter of Regulatory Compliance
- ☐ On-Site Sewage Facility Permit (OSSF)
- ☐ Certificate of Occupancy (CO)* - Form S21
- ☐ Relief from Signage Regulations
- ☐ Group Living Operating License* - Form S22
- ☐ Development/Grading Permit - Form S23

Building Permits Related**Commercial**

- ☐ New* - Form S24
- ☐ Remodel/Addition* - Form S25
- ☐ Fences* - Form S26
- ☐ Miscellaneous* - Form S27

Residential

- ☐ New Home* - Form S28
- ☐ Remodel/Addition* - Form S29
- ☐ Detached Buildings* - Form S30

Others

- ☐ Solar* - Form S31
- ☐ Swimming Pool* - Form S32
- ☐ Demolition, Drive or Move
- ☐ New Lawn/Water* - Form S33
- ☐ Backflow Device/Irrigation Systems - Form S34
- ☐ Sign Permit* (Includes Temporary Banner) - Form S35
- ☐ Appeal of Denial of Sign Permit
- ☐ Master/ Common Signage Plan* - Form S36
- ☐ Water Heaters or Water Softeners* - Form S37
- ☐ Right-of-Way Construction Permit* - Form S38
- ☐ Flatwork Permit* - Form S39

Inspections

- ☐ Mechanical ☐ Electrical
- ☐ Plumbing ☐ Building
- ☐ Others _____

Water-Wastewater Service

- ☐ Connect/ Disconnect Form* - Form S40

*These types of applications require additional information as listed in the specific type of application. Refer to **Appendix B** of the Administrative Procedures Manual for more information.

Application Checklist for all Applications

- ☒ Universal Application Form.
- ☒ Items listed in the checklist for the specific type of application¹. (Please make sure the boxes are checked)
- ☒ Application Processing Fees and other application fees.
- ☒ Letter of intent explaining the request in detail and reason for the request.
- ☒ Signed Letter of Authorization required if the application is signed by someone other than the property owner.
- ☒ Site plan and shapefile drawings (if applicable) for the property
- ☒ Location map clearly indicating the site in relation to adjacent streets and other landmarks
- ☒ One (1) copy of proof of ownership (recorded property deed or current year tax statements)
- ☒ One (1) USB drive containing the general required documents in Adobe PDF format (if required)

¹For items that are duplicated in the specific type of application, only one copy is required.

S12 **SPECIFIC APPLICATION FORM - REPLAT**

Section 3.8 (6) of the Unified Development Code

The following steps must be completed, and the items must be submitted for the application to be deemed complete and processed:

- N/☒ Pre-Application Conference prior to application submittal (if required).
- N/☒ Concept plan approval (if required).
- ☒ A completed Universal Development Application and checklist signed by the owner/s of the property.
- ☒ Three (3) copies of complete sets of plans/plat, showing existing and proposed configurations if applicable.
- ☒ A title report.
- ☒ Payment of all other applicable fees (see Schedule of Fees).
- ☒ An accurate metes and bounds description of the subject property (or other suitable legal description).
- ☒ Location/vicinity map showing the location and boundaries of the proposed zoning. Indicate scale or not to scale (NTS) and provide north arrow.
- ☒ Tax certificate/s showing that all taxes owing to the State, County, School District, City and/or any other political subdivision have been paid in full to date.
- ☒ Letter of approval from each utility provider as to the adequacy and proper location of utility easements shown on the subdivision plat.
- ☒ A list that includes the names and mailing addresses for the owners of lots that are in the original subdivision and that are within 200 feet of the lots to be replatted, as indicated on the most recently approved municipal tax roll or in the case of a subdivision within the extraterritorial jurisdiction, the most recently approved county tax roll of the property upon which the replat is requested.
- ☒ Electronic copies of the required exhibits in "PDF" format and shapefile for property boundary where applicable should be submitted in a USB flash drive or via email.
- ☐ Fiscal Security if required.

Additional Requirements. The City Manager (or designee) may, from time to time, identify additional requirements for a complete application that are not contained within but are consistent with the application contents and standards set forth in this Code.



CITY COUNCIL CONSIDERATION ITEM

CITY OF FAIR OAKS RANCH, TEXAS

December 17, 2020

AGENDA TOPIC: Approval of a preliminary plat request from Elkhorn Ridge SA, LLC for Elkhorn Ridge Unit 6B proposing 22 single-family residential lots, generally located at the intersection of Dietz-Elkhorn Road and Elkhorn Ridge, City of Fair Oaks Ranch, Texas

DATE: December 17, 2020

DEPARTMENT: Public Works and Engineering Services

PRESENTED BY: Lata Krishnarao, AICP, LEED ND, Consultant, Gunda Corporation
Katherine Schweitzer, P.E., Manager of Engineering Services

INTRODUCTION:

In October 2020, Vickrey & Associates, Inc. submitted a preliminary plat application for Unit 6B of the Elkhorn Ridge subdivision. Generally located at the intersection of Dietz-Elkhorn Road and Elkhorn Ridge, Unit 6B is the sixth unit in the Elkhorn Ridge subdivision. This subdivision encompasses 6.00 acres of land and contains 22 residential lots, portions of one private street "Mendrin Ridge," and various utility and drainage easements. The lots have a minimum lot depth of 120' and minimum width ranging from 65' to 74'.

LEGAL ANALYSIS:

Sec. 212.006 (a) of the Texas Local Government Code titled, Authority Responsible for Approval Generally, states the following:

"The municipal authority responsible for approving plats under this subchapter is the municipal planning commission or, if the municipality has no planning commission, the governing body of the municipality. The governing body by ordinance may require the approval of the governing body in addition to that of the municipal planning commission."

The City of Fair Oaks Ranch's current process requires the Planning and Zoning Commission to consider the preliminary plat application and make a recommendation to the City Council. The City Council has the final authority to act on the plat.

PLANNING AND ZONING COMMISSION RECOMMENDATION:

During the December 10, 2020 P&Z meeting, Commissioner Balli made a motion to recommend approval of the preliminary plat request from Elkhorn Ridge SA, LLC for Elkhorn Ridge Unit 6B proposing 22 single-family residential lots with the following condition:

1. Letters of approval from each utility provider as to the adequacy and proper location of utility easements must be provided prior to final plat application.

The motion was seconded by Vice Chairperson Barnes and passed unanimously (7-0).

PROPOSED MOTION:

Staff has reviewed the revised plans and recommends approval of the plat with the following conditions:

1. Letters of approval from each utility provider as to the adequacy and proper location of utility easements must be provided prior to final plat application.

Proposed Motion: I move to recommend approval of the preliminary plat request from Elkhorn Ridge SA, LLC for Elkhorn Ridge Unit 6B proposing 22 single-family residential lots with conditions as listed above.

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STAFF REPORT

To: City Council
From: Public Works and Engineering Department
Date: December 17, 2020
Re: Preliminary plat request from Elkhorn Ridge SA, LLC for Elkhorn Ridge Unit 6B proposing 22 single-family residential lots, generally located at the intersection of Dietz-Elkhorn Road and Elkhorn Ridge, City of Fair Oaks Ranch, Texas

INTRODUCTION:

In October 2020, Vickrey & Associates, Inc. submitted a preliminary plat application for Unit 6B of the Elkhorn Ridge subdivision. Generally located at the intersection of Dietz-Elkhorn Road and Elkhorn Ridge, Unit 6B is the sixth unit in the Elkhorn Ridge subdivision. This subdivision encompasses 6.00 acres of land and contains 22 residential lots, portions of one private street "Mendrin Ridge," and various utility and drainage easements. The lots have a minimum lot depth of 120' and minimum width ranging from 65' to 74'.

The applicant has provided an updated Master Plan showing the status of various Units in Elkhorn Ridge, total area and number of residential lots as outlined below:

Elkhorn Ridge Unit #	Construction Status	Final Plat Approval Date	Total Area (ac)	Residential Lots
1	Completed	11/16/2015	28.72	61
2	Completed	4/4/2017	4.35	18
3	Completed	6/20/19	3.92	15
4	Future	-	7.42	26
5	50%	-	16.28	47
6A	Completed	5/17/2018	4.36	15
6B	Future	-	5.94	22
7	Future	-	7.07	18
8	Future	-	5.98	27
9	Completed	5/17/2018	23.90	43
Total			107.94	292

BACKGROUND:

In January 2014, the City of Fair Oaks Ranch entered into a development agreement with Elkhorn Ridge SA, LLC for the development of 311 single family residential lots as part of the Elkhorn Ridge subdivision. The referenced agreement stated the following regarding lot size dimensions: "In general all lots are approximately one hundred twenty feet (120 ft) in depth at a minimum with 148 lots being approximately fifty-five (55 ft) wide, 91 lots being approximately sixty-five (65ft) wide and 72 lots being approximately eighty feet (80 ft) wide as measured from the front building setback line."

Attached Exhibit A below shows the Elkhorn Ridge Unit 6B site location. Attached Exhibit B below is an updated Master Plan showing lot configuration, recordation data and construction status. The proposed preliminary plat that establishes Elkhorn Ridge Unit 6B is in conformance with the Master Plan included in the Elkhorn Ridge Development Agreement.

The preliminary plat review is based on the requirements of the Subdivision Regulations contained in Chapter 10 of the Code of Ordinances, that was in effect at the time of the approval of the Elkhorn Ridge Development Agreement.

Staff has reviewed the preliminary plat and relayed review comments to the applicant. Staff has been working with the applicant to address comments generated by staff review. An update will be provided at the Planning and Zoning Commission meeting. At the time of writing this report, the follow items were outstanding:

1. Letters of approval from each utility provider as to the adequacy and proper location of utility easements must be provided prior to final plat application.

POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:

Article II, Section 2 of the City of Fair Oaks Ranch Subdivision Ordinance titled Processing of Preliminary Plat contains the following:

A. Staff Review

City Staff will inspect the preliminary plat to verify that it conforms to all of the requirements of this ordinance. The Subdivider will be informed in writing by the City Administrator of any deficiencies in the preliminary plat.

B. Recommendation by the Fair Oaks Ranch Public Works Department

The Fair Oaks Ranch Public Works Department shall conditionally recommend approval or disapproval of the preliminary plat at their next scheduled meeting on which a complete plat submission is received by the City Administrator. Authority to proceed with the preparation of the final plat of the preliminary plat shall not constitute final acceptance of the final plat, but is authority to proceed with the preparation of the final plat. If any major changes are required by the Public Works Department, the Public Works Department may require submission of another preliminary plat.

C. Expiration of Plat Approval Recommendation

The approval recommendation of the preliminary plat shall expire one year from the date of the initial recommendation.

LONGTERM FINANCIAL & BUDGETARY IMPACT:

N/A

LEGAL ANALYSIS:

Sec. 212.006 (a) of the Texas Local Government Code titled, Authority Responsible for Approval Generally, states the following:

“The municipal authority responsible for approving plats under this subchapter is the municipal planning commission or, if the municipality has no planning commission, the governing body of the municipality. The governing body by ordinance may require the approval of the governing body in addition to that of the municipal planning commission.”

The City of Fair Oaks Ranch’s current process requires the Planning and Zoning Commission to consider the preliminary plat application and make a recommendation to the City Council. The City Council has the final authority to act on the plat.

OPPOSITON TO OR SUPPORT OF PROPOSED REPLAT

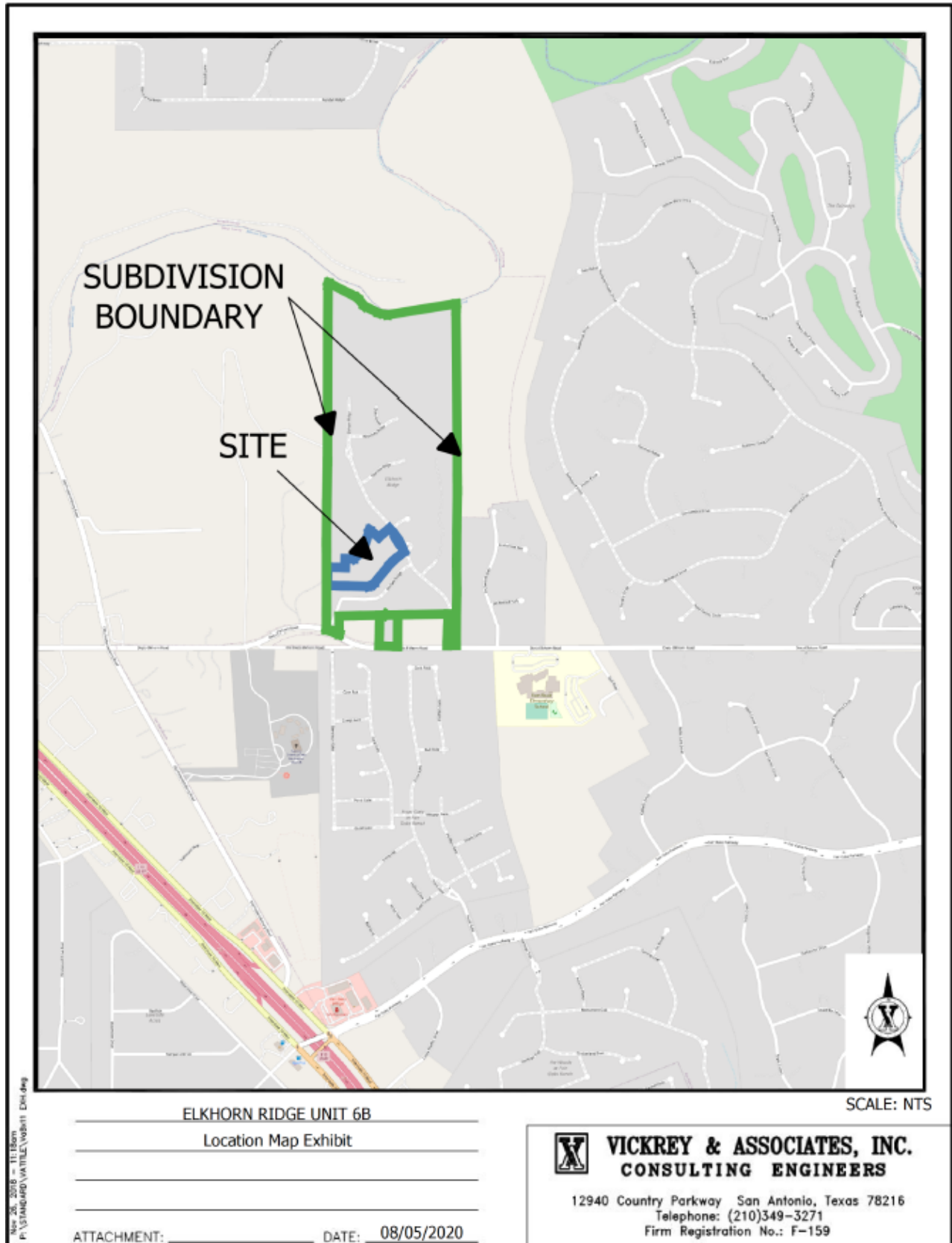
City Staff has not received any public comments related to the proposed preliminary plat.

RECOMMENDATION:

Staff has reviewed the revised plans and recommends approval of the plat with the following conditions:

1. Letters of approval from each utility provider as to the adequacy and proper location of utility easements must be provided prior to final plat application.

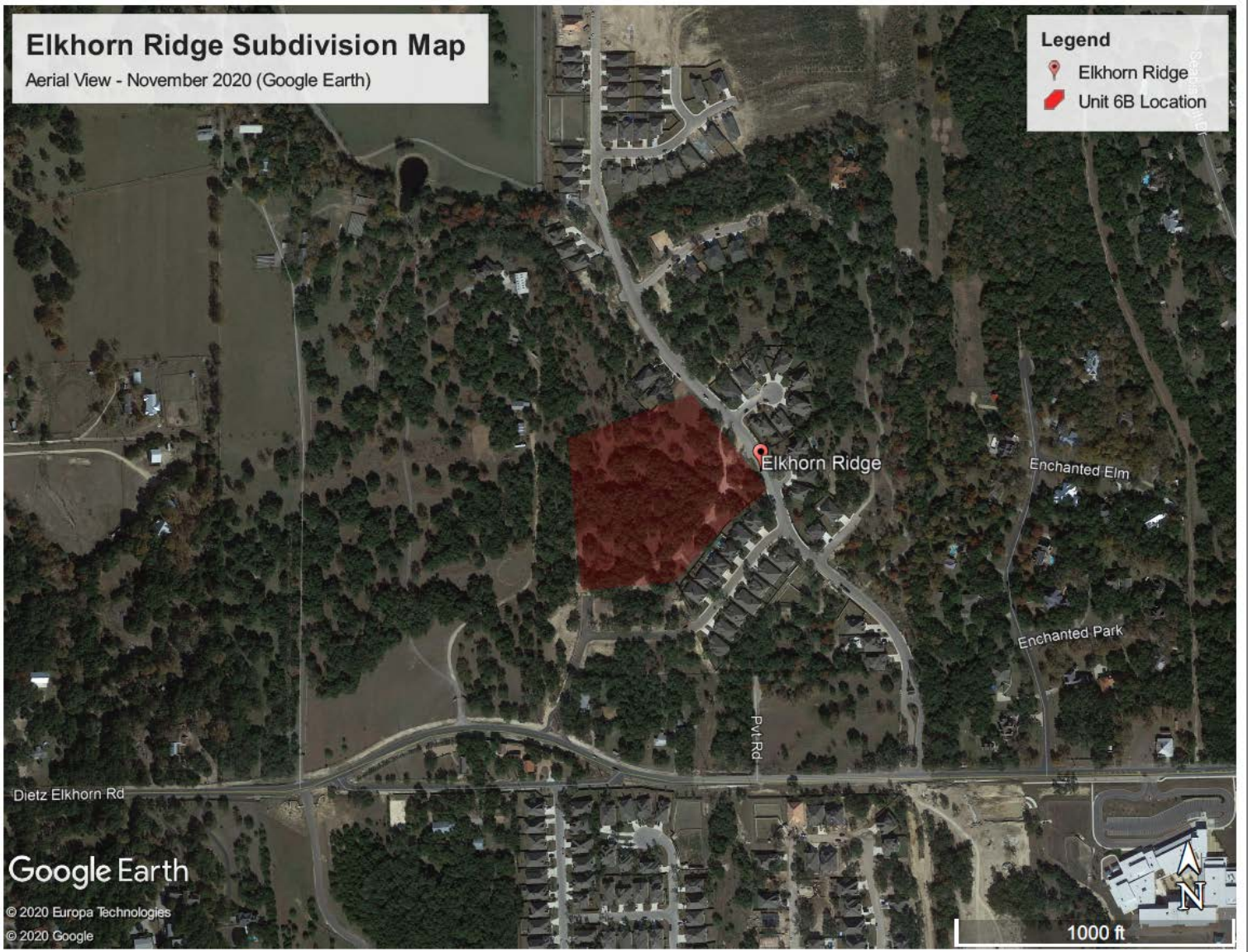
Appendix A: Elkhorn Ridge Unit 6B Site Location Map

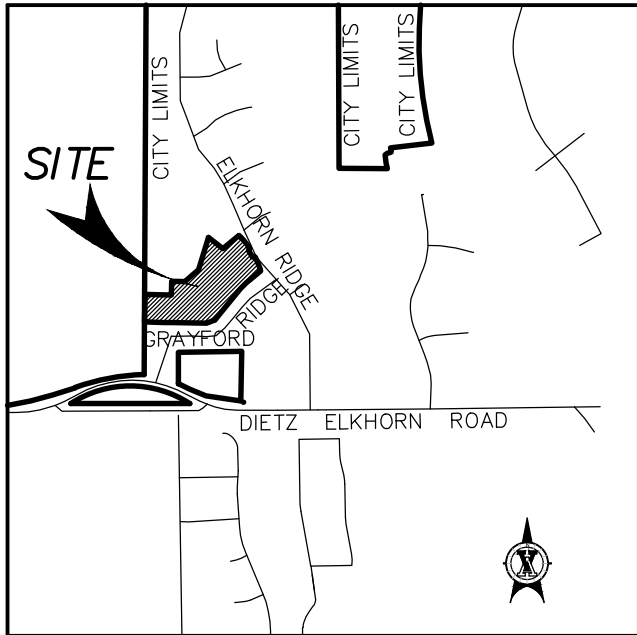


Appendix B: Updated Elkhorn Ridge Master Plan 2020 – (Unit 6B Highlighted)



Appendix C – Elkhorn Ridge Subdivision Aerial View (Unit 6B Highlighted)





LOCATION MAP
NOT TO SCALE

LEGEND			
●	FOUND 1/2" IRON ROD WITH CAP STAMPED "ACES"		
D.R.	DEED RECORDS OF BEXAR COUNTY, TEXAS		
O.P.R.	OFFICIAL PUBLIC RECORDS OF REAL PROPERTY OF BEXAR COUNTY, TEXAS		
D.P.R.	DEED AND PLAT RECORDS OF BEXAR COUNTY, TEXAS		
740	PROPOSED CONTOURS		
BSL	BUILDING SETBACK LINE		
ESMT	EASEMENT		
R.O.W.	RIGHT OF WAY		
EX	EXISTING VOLUME		
VOL.	PAGE		
C.V.E.	CLEAR VISION ESMT		
BLK	BLOCK		
CB	COUNTY BLOCK		
AC.	ACRES		
PEDESTRIAN	CITY LIMITS LINE		
6	SAME AS PREVIOUS MEASUREMENT		
1	CENTERLINE		
2	15' GAS, ELECTRIC, TELEPHONE AND CABLE TV EASEMENT		
3	10' GAS, ELECTRIC, TELEPHONE AND CABLE TV EASEMENT VOL. 9692, PG. 179-181		
4	10' GAS, ELECTRIC, TELEPHONE AND CABLE TV EASEMENT VOL. 20001, PG. 1443		
16'	ELECTRIC ESM'T		
DOC.#	20150065617		

LOT	OWNER	ADDRESS	VOL./PG. DOC#
13	GARCIA MARCUS & JESSICA ZINTGRAFF	9023 GRAFORD RIDGE, FAIR OAKS RANCH, TX 78015	18616 1464 20170133333
14	FAXIO GLADYS E	9019 GRAFORD RIDGE, FAIR OAKS RANCH, TX 78015	18880 199 20170238437
15	ROWE JENNIFER LYNNE	9015 GRAFORD RIDGE, FAIR OAKS RANCH, TX 78015	20200192794
16	CARVALLO GABRIEL & REBECCA	9011 GRAFORD RIDGE, FAIR OAKS RANCH, TX 78015	18480 1859 20170079021
17	BIRDSONG ROSSER PELHAM IV	9007 GRAFORD RIDGE, FAIR OAKS RANCH, TX 78015	18382 801 20170038982
18	BRUNSMAN GREGORY & HOLLI	9003 GRAFORD RIDGE, FAIR OAKS RANCH, TX 78015	18828 1881 20170217816
21	WILKINS MICHAEL R & SUSAN D	29410 ELKHORN RIDGE FAIR OAKS RANCH, TX 78015	18276 1191 20160253291
22	ESTRADA JAVIER P	29414 ELKHORN RIDGE FAIR OAKS RANCH, TX 78015	20190210835
23	HASTINGS DAVID R & ALMA R LIVING TRUST	29418 ELKHORN RIDGE FAIR OAKS RANCH, TX 78015	20190229619
24	DAVIDSON JOHN	9014 FOWLER HILL, FAIR OAKS RANCH, TX 78015	18106 1377 20160188536
30A	BREINING DAVID ALAN & SANDRA MONICA	8915 FOWLER HILL, FAIR OAKS RANCH, TX 78015	20200098298
31	BELLA VISTA CMI LTD	ELKHORN RIDGE, FAIR OAKS RANCH, TX 78015	20200150279
32	MONTICELLO CUSTOM HOMES LP	ELKHORN RIDGE, FAIR OAKS RANCH, TX 78015	20200153604
67	ELKHORN RIDGE SA LLC	4372 N LOOP 1604 W STE 206, SAN ANTONIO, TX 78249	20130244051
138	MONTICELLO CUSTOM HOMES LP	29307 CHEYENNE RIDGE, FAIR OAKS RANCH, TX 78015	20200130579
139	ELKHORN RIDGE DEVELOPMENT SA LLC	4372 N LOOP 1604 W STE 206, SAN ANTONIO, TX 78249	20001 1443 20190188836
140	ELKHORN RIDGE DEVELOPMENT SA LLC	4372 N LOOP 1604 W STE 206, SAN ANTONIO, TX 78249	20001 1443 20190188836
141	MONTICELLO CUSTOM HOMES LP	9047 GRAFORD RIDGE, FAIR OAKS RANCH, TX 78015	20190246873
142	BELLA VISTA CMI LTD	9043 GRAFORD RIDGE, FAIR OAKS RANCH, TX 78015	20200020539
143	BELLA VISTA CMI LTD	9039 GRAFORD RIDGE, FAIR OAKS RANCH, TX 78015	20190239555
150	ELKHORN RIDGE DEVELOPMENT SA LLC	4372 N LOOP 1604 W STE 206, SAN ANTONIO, TX 78249	20190246873

IMPACT FEE PAYMENT DUE : "SAWS"

WATER AND WASTEWATER IMPACT FEES WERE NOT PAID AT THE TIME OF PLATTING FOR THIS PLAT. ALL IMPACT FEES MUST BE PAID PRIOR TO WATER METER SET AND/OR WASTEWATER SERVICE CONNECTION.

FIRE FLOW NOTE:

IN AN EFFORT TO MEET THE CITY OF SAN ANTONIO'S FIRE FLOW REQUIREMENTS FOR THE PROPOSED RESIDENTIAL DEVELOPMENT, THE PUBLIC WATER MAIN SYSTEM HAS BEEN DESIGNED FOR A MINIMUM FIRE FLOW DEMAND OF 1500 GPM AT 25 PSI RESIDUAL PRESSURE. THE FIRE FLOW REQUIREMENTS FOR INDIVIDUAL STRUCTURES WILL BE REVIEWED DURING THE BUILDING PERMIT PROCESS IN ACCORDANCE WITH THE PROCEDURES SET FORTH BY THE CITY OF SAN ANTONIO DIRECTOR OF DEVELOPMENT SERVICES DEPARTMENT AND THE SAN ANTONIO FIRE DEPARTMENT FIRE MARSHAL.

SAWS DEDICATION NOTE:

THE DEVELOPER DEDICATES THE SANITARY SEWER AND/OR WATER MAINS TO THE SAN ANTONIO WATER SYSTEM UPON COMPLETION BY THE DEVELOPER AND ACCEPTANCE BY THE SAN ANTONIO WATER SYSTEM.

EDU NOTE:

THE NUMBER OF EQUIVALENT DWELLING UNITS (EDUS) PAID FOR THIS SUBDIVISION PLAT ARE KEPT ON FILE AT THE SAN ANTONIO WATER SYSTEM UNDER THE PLAT NUMBER ISSUED BY THE PLANNING AND DEVELOPMENT SERVICES DEPARTMENT.

SAWS HIGH PRESSURE NOTE:

A PORTION OF THE TRACT IS BELOW THE GROUND ELEVATION OF 1425 FEET WHERE THE STATIC PRESSURE WILL NORMALLY EXCEED 80 PSI. AT ALL SUCH LOCATIONS, THE DEVELOPER OR BUILDER SHALL INSTALL AT EACH LOT, ON THE CUSTOMER'S ASIDE OF THE METER, AN APPROVED TYPE PRESSURE REGULATOR IN CONFORMANCE WITH THE PLUMBING CODE OF THE CITY OF SAN ANTONIO.

FLOODPLAIN VERIFICATION:

NO PORTION OF THE FEMA 1% ANNUAL CHANCE (100-YEAR) FLOODPLAIN EXISTS WITHIN THIS PLAT AS VERIFIED BY FEMA MAP 48091C0085F EFFECTIVE DATE AUGUST 28, 2017. FLOODPLAIN INFORMATION IS SUBJECT TO CHANGE AS A RESULT OF FUTURE FEMA MAP REVISIONS AND/OR AMENDMENTS.

STATE OF TEXAS
COUNTY OF BEXAR

I HEREBY CERTIFY THAT THE ABOVE PLAT CONFORMS TO THE MINIMUM STANDARDS SET FORTH BY THE TEXAS BOARD OF PROFESSIONAL LAND SURVEYING ACCORDING TO AN ACTUAL SURVEY MADE ON THE GROUND BY: VICKREY & ASSOCIATES, INC.

VICKREY & ASSOCIATES, INC.
BY: PAUL A. SCHROEDER, R.P.L.S.

REGISTERED PROFESSIONAL LAND SURVEYOR

STATE OF TEXAS
COUNTY OF BEXAR

I HEREBY CERTIFY THAT PROPER ENGINEERING CONSIDERATION HAS BEEN GIVEN THIS PLAT TO THE MATTERS OF STREETS, LOTS AND DRAINAGE LAYOUT. TO THE BEST OF MY KNOWLEDGE, THIS PLAT CONFORMS TO ALL REQUIREMENTS OF THE UNIFIED DEVELOPMENT CODE, EXCEPT FOR THOSE VARIANCES GRANTED BY THE SAN ANTONIO PLANNING COMMISSION.

VICKREY & ASSOCIATES, INC.
BY: PAUL A. SCHROEDER, P.E.

LICENSED PROFESSIONAL ENGINEER

UTILITY EASEMENT:

UTILITIES, INCLUDING, WITHOUT LIMITATION, SEWER, WATER, GAS, ELECTRICITY, TELEPHONE, AND CABLE TELEVISION, WITH ALL NECESSARY AND/OR DESIRABLE LINES, LATERALS AND/OR APPURTENANCES THERETO (THE "UTILITIES")

TOGETHER WITH THE RIGHT OF INGRESS AND EGRESS OVER THE ADJACENT LAND TO OR FROM THE EASEMENT FOR THE PURPOSE OF CONSTRUCTING, RECONSTRUCTING, INSPECTING, PATROLLING, OPERATING, MAINTAINING, REPAIRING, AND REMOVING THE UTILITIES; THE RIGHT TO PLACE NEW OR ADDITIONAL UTILITIES IN THE EASEMENT AND TO CHANGE THE SIZE THEREOF; THE RIGHT TO RELOCATE ALONG THE SAME GENERAL DIRECTION OF THE UTILITIES; THE RIGHT TO REMOVE FROM THE EASEMENT ALL TREES AND PARTS THEREOF, OR OTHER OBSTRUCTIONS, WHICH REASONABLY ENDANGER OR MAY REASONABLY INTERFERE WITH THE EFFICIENCY OR OPERATION OF THE UTILITIES; AND THE RIGHT TO PLACE TEMPORARY STRUCTURES FOR USE IN CONSTRUCTING OR REPAIRING THE UTILITIES.

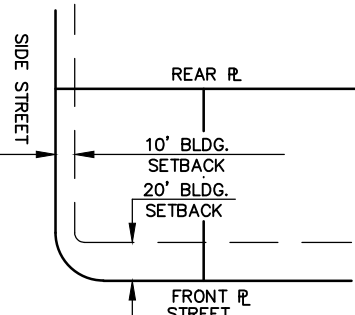
THE PROPERTY OWNER RETAINS THE RIGHT TO USE ALL OR ANY PART OF THE EASEMENT FOR ANY PURPOSE WHICH DOES NOT DAMAGE, DESTROY, INJURE, AND/OR UNREASONABLY INTERFERE WITH THE USE OF THE EASEMENT. HOWEVER, THE EASEMENT SHALL BE KEPT CLEAR OF ALL STRUCTURES OR OTHER IMPROVEMENTS.

THE UTILITY SHALL MAKE COMMERCIALY REASONABLE EFFORTS TO ENSURE THAT DAMAGE TO THE PROPERTY IS MINIMIZED AND THE UTILITY WILL AT ALL TIMES, AFTER DOING ANY WORK IN CONNECTION WITH THE SYSTEM, RESTORE THE PROPERTY TO THE CONDITION IN WHICH THE PROPERTY WAS FOUND BEFORE SUCH WORK WAS UNDERTAKEN TO THE EXTENT THAT SUCH RESTORATION IS REASONABLE IN ACCORDANCE WITH THE UTILITY USUAL AND CUSTOMARY PRACTICES.

THE MAINTENANCE OF THE TURF, GRASSES AND LANDSCAPE VEGETATION WITHIN THE EASEMENT SHALL BE THE DUTY AND RESPONSIBILITY OF THE PROPERTY OWNER.

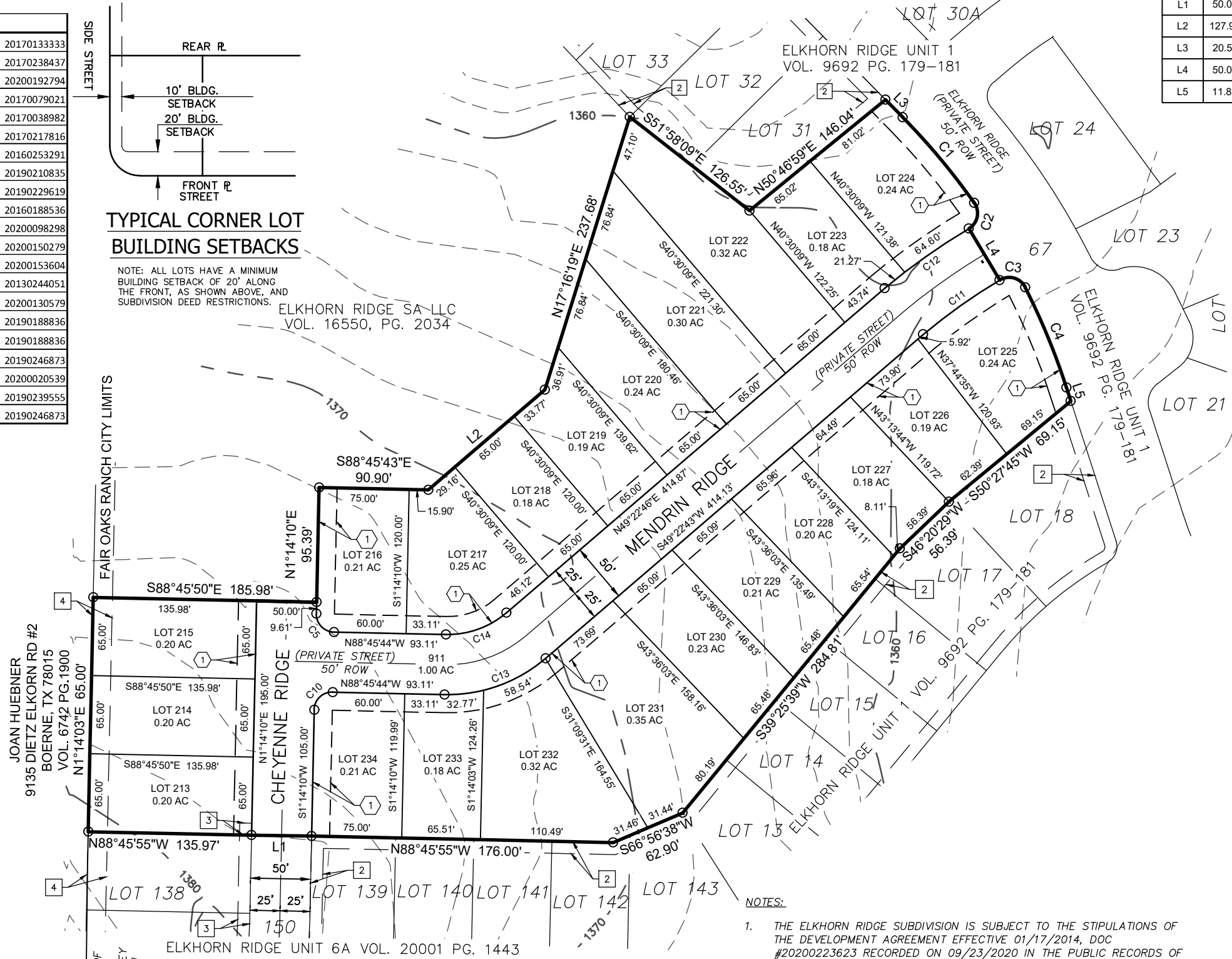
PRIVATE STREET DESIGNATION NOTE:

911 IS PRIVATE STREET AND ARE DESIGNED AS UNDERGROUND PUBLIC WATER AND PUBLIC SANITARY SEWER AND UTILITY EASEMENT.



TYPICAL CORNER LOT BUILDING SETBACKS

NOTE: ALL LOTS HAVE A MINIMUM BUILDING SETBACK OF 20' ALONG THE FRONT, AS SHOWN ABOVE, AND SUBDIVISION DEED RESTRICTIONS. ELKHORN RIDGE SA LLC VOL. 16550, PG. 2034



NOTES:

- THE ELKHORN RIDGE SUBDIVISION IS SUBJECT TO THE STIPULATIONS OF THE DEVELOPMENT AGREEMENT EFFECTIVE 01/17/2014, DOC #20200223623 RECORDED ON 09/23/2020 IN THE PUBLIC RECORDS OF BEXAR COUNTY. ALL REQUIREMENTS IN THE DEVELOPMENT AGREEMENT WILL BE COMPLIED WITH.
- THE OPEN SPACE PLAN WAS APPROVED BY THE CITY COUNCIL ALONG WITH THE ELKHORN RIDGE UNIT 5 PLAT.

EASEMENT NOTES

ALL PROPERTIES DESIGNATED AS EASEMENTS SHALL OR MAY BE UTILIZED FOR THE FOLLOWING PURPOSES:

DRAINAGE EASEMENT:

DRAINAGE, WATER DIVERSION, AND SANITARY CONTROL, INCLUDING WITHOUT LIMITATION, WALLS, BEDS, EMBANKMENTS, SPILLWAYS, APPURTENANCES, AND OTHER ENGINEERED DEVICES (THE "DRAINAGE SYSTEM") TOGETHER WITH RIGHT OF INGRESS AND EGRESS OVER THE ADJACENT LAND TO OR FROM THE EASEMENT FOR THE PURPOSE OF CONSTRUCTING, RECONSTRUCTING, INSPECTING, PATROLLING, OPERATING, MAINTAINING, REPAIRING, AND REMOVING THE DRAINAGE SYSTEM; THE RIGHT TO CHANGE THE SIZE THEREOF; THE RIGHT TO RELOCATE ALONG THE SAME GENERAL DIRECTION OF THE DRAINAGE SYSTEM; THE RIGHT TO CREATE AND/OR DREDGE A STREAM COURSE, REFILL, OR DIG OUT SUCH STREAM COURSE, ESTABLISH OR CHANGE STREAM EMBANKMENTS WITHIN THE EASEMENT, INSTALL STORM SEWER SYSTEMS, CULVERTS, WATER GAPS, AND PROTECTING RAILS; THE RIGHT TO REMOVE FROM THE EASEMENT ALL TREES AND PARTS THEREOF, OR OTHER OBSTRUCTIONS, WHICH REASONABLY ENDANGER OR MAY REASONABLY INTERFERE WITH THE EFFICIENCY OF THE DRAINAGE SYSTEM; AND THE RIGHT TO PLACE TEMPORARY STRUCTURES FOR USE IN CONSTRUCTING OR REPAIRING THE DRAINAGE SYSTEM.

WITH RESPECT TO THE DRAINAGE SYSTEM, IT IS EXPRESSLY AGREED AND UNDERSTOOD BY ALL PARTIES HERETO, THAT THE INTENTION IS TO IMPROVE CONDITIONS OF SANITATION AND WATER DRAINAGE CONTROL ON THE PROPERTY FOR THE BENEFIT OF THE PROPERTY, ADJACENT PROPERTY, AND THE COMMUNITY, BUT THE CITY DOES NOT GUARANTEE OR WARRANT THAT SUCH CONTROL WORK WILL BE EFFECTIVE, NOR DOES THE CITY ASSUME ANY ADDITIONAL LIABILITY WHATSOEVER FOR THE EFFECTS OF FLOOD, STANDING WATER, OR DRAINAGE ON OR TO THE PROPERTY, OR ANY OTHER PROPERTY OR PERSONS THAT MIGHT BE AFFECTED BY SAID FLOOD, WASH, OR GULLY IN ITS NATURAL STATE OR AS CHANGED BY THE CITY.

- THE PROPERTY OWNER RETAINS THE RIGHT TO USE ALL OR ANY PART OF THE EASEMENT FOR ANY PURPOSE WHICH DOES NOT DAMAGE, DESTROY, INJURE, AND/OR UNREASONABLY INTERFERE WITH THE USE OF THE EASEMENT. HOWEVER, THE EASEMENT SHALL BE KEPT CLEAR OF ALL STRUCTURES OR OTHER IMPROVEMENTS.
- THE CITY SHALL MAKE COMMERCIALY REASONABLE EFFORTS TO ENSURE THAT DAMAGE TO THE PROPERTY IS MINIMIZED AND THE CITY WILL AT ALL TIMES, AFTER DOING ANY WORK IN CONNECTION WITH THE SYSTEM, RESTORE THE PROPERTY TO THE CONDITION IN WHICH THE PROPERTY WAS FOUND BEFORE SUCH WORK WAS UNDERTAKEN TO THE EXTENT THAT SUCH RESTORATION IS REASONABLE IN ACCORDANCE WITH THE CITY USUAL AND CUSTOMARY PRACTICES.
- THE MAINTENANCE OF THE TURF, GRASSES AND LANDSCAPE VEGETATION WITHIN THE EASEMENT SHALL BE THE DUTY AND RESPONSIBILITY OF THE PROPERTY OWNER.

CPS NOTES:

- THE CITY OF SAN ANTONIO AS PART OF ITS ELECTRIC, GAS, WATER, AND WASTEWATER SYSTEMS - CITY PUBLIC SERVICE BOARD (CPS ENERGY) AND SAN ANTONIO WATER SYSTEM (SAWS) - IS HEREBY DEDICATED EASEMENTS AND RIGHTS-OF-WAY FOR UTILITY, TRANSMISSION AND DISTRIBUTION INFRASTRUCTURE AND SERVICE FACILITIES IN THE AREAS DESIGNATED ON THIS PLAT AS "ELECTRIC EASEMENT," "ANCHOR EASEMENT," "SERVICE EASEMENT," "OVERHANG EASEMENT," "UTILITY EASEMENT," "GAS EASEMENT," "TRANSFORMER EASEMENT," "WATER EASEMENT," "SANITARY SEWER EASEMENT," AND/OR "RECYCLED WATER EASEMENT" FOR THE PURPOSE OF INSTALLING, CONSTRUCTING, RECONSTRUCTING, MAINTAINING, REMOVING, INSPECTING, PATROLLING, AND ERECTING UTILITY INFRASTRUCTURE AND SERVICE FACILITIES FOR THE REASONS DESCRIBED ABOVE. CPS ENERGY AND SAWS SHALL ALSO HAVE THE RIGHT TO RELOCATE SAID INFRASTRUCTURE AND SERVICE FACILITIES WITHIN EASEMENT AND RIGHT-OF-WAY AREAS, TOGETHER WITH THE RIGHT OF INGRESS AND EGRESS OVER GRANTOR'S ADJACENT LANDS FOR THE PURPOSE OF ACCESSING SUCH INFRASTRUCTURE AND SERVICE FACILITIES AND THE RIGHT TO REMOVE FROM SAID LANDS ALL TREES OR PARTS THEREOF, OR OTHER OBSTRUCTIONS WHICH ENDANGER OR MAY INTERFERE WITH THE EFFICIENCY OF WATER, SEWER, GAS, AND/OR ELECTRIC INFRASTRUCTURE AND SERVICE FACILITIES, NO BUILDINGS, STRUCTURES, CONCRETE SLABS, OR WALLS WILL BE PLACED WITHIN EASEMENT AREAS WITHOUT AN ENCROACHMENT AGREEMENT WITH THE RESPECTIVE UTILITY.
- ANY CPS ENERGY OR SAWS MONETARY LOSS RESULTING FROM MODIFICATIONS REQUIRED OF CPS ENERGY OR SAWS INFRASTRUCTURE AND SERVICE FACILITIES, LOCATED WITHIN SAID EASEMENTS, DUE TO GRADE CHANGES OR GROUND ELEVATION ALTERATIONS SHALL BE CHARGED TO THE PERSON OR PERSONS DEEMED RESPONSIBLE FOR SAID GRADE CHANGES OR GROUND ELEVATION ALTERATIONS.
- THIS PLAT DOES NOT AMEND, ALTER, RELEASE OR OTHERWISE AFFECT ANY EXISTING ELECTRIC, GAS, WATER, SEWER, DRAINAGE, TELEPHONE, CABLE TV EASEMENTS OR ANY OTHER EASEMENTS FOR UTILITIES UNLESS THE CHANGES TO SUCH EASEMENTS ARE DESCRIBED HEREON.
- CONCRETE DRIVEWAY APPROACHES ARE ALLOWED WITHIN THE FIVE (5) AND TEN (10) FOOT WIDE ELECTRIC AND GAS EASEMENTS WHEN LOTS ARE SERVED ONLY BY UNDERGROUND ELECTRIC AND GAS FACILITIES.
- ROOF OVERHANGS ARE ALLOWED WITHIN THE FIVE (5) AND TEN (10) FOOT WIDE ELECTRIC AND GAS EASEMENTS WHEN ONLY UNDERGROUND ELECTRIC AND GAS FACILITIES ARE PROPOSED OR EXISTING WITHIN THOSE FIVE (5) AND TEN (10) FOOT WIDE EASEMENTS.

Line Table		
Line #	Length	Direction
L1	50.00	N89°13'02"W
L2	127.93	N49°22'46"E
L3	20.58	S44°32'56"E
L4	50.00	S30°49'54"E
L5	11.85	S17°53'27"E

CURVE TABLE					
CURVE	DELTA	RADIUS	LENGTH	TANGENT	CHORD BEARING
C1	9°19'39"	570.00'	92.79'	46.50'	N39°53'06"W
C2	93°43'37"	15.00'	24.54'	16.01'	N11°38'32"E
C3	94°34'56"	15.00'	24.76'	16.25'	N74°14'46"W
C4	9°03'51"	570.00'	90.17'	45.18'	N22°25'23"W
C5	90°00'00"	15.00'	23.56'	15.00'	S43°45'50"E
C10	90°00'00"	15.00'	23.56'	15.00'	S46°14'10"W
C11	8°56'43"	500.00'	78.06'	39.11'	S54°41'45"W
C12	6°43'47"	550.00'	64.60'	32.34'	S55°48'13"W
C13	26°50'03"	125.00'	58.54'	29.82'	N62°47'45"E
C14	41°51'20"	75.00'	54.79'	28.68'	N70°18'23"E

STATE OF TEXAS
COUNTY OF BEXAR

THE OWNER OF THE LAND SHOWN ON THIS PLAT AND WHOSE NAME IS SUBSCRIBED HERETO, AND IN PERSON OR THROUGH A DULY AUTHORIZED AGENT DEDICATES TO THE USE OF THE PUBLIC FOREVER ALL STREETS, ALLEYS, PARKS, WATER COURSES, DRAINS, EASEMENTS AND PUBLIC PLACES THEREON SHOWN FOR THE PURPOSE AND CONSIDERATION THEREIN EXPRESSED.

OWNER: LLOYD A. DENTON, JR., PRESIDENT
ELKHORN RIDGE DEVELOPMENT, LLC
11 LYNN BATTIS LANE, STE. 100
SAN ANTONIO TEXAS 78218

STATE OF TEXAS
COUNTY OF BEXAR

BEFORE ME, THE UNDERSIGNED AUTHORITY ON THIS DAY PERSONALLY APPEARED
LLOYD A. DENTON, JR.,

KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED AND IN THE CAPACITY THEREIN STATED.

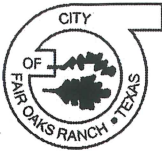
GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS _____ DAY OF _____ A.D., 2020.

NOTARY PUBLIC
STATE OF TEXAS

THIS PRELIMINARY PLAT OF ELKHORN RIDGE UNIT 6B HAS BEEN SUBMITTED TO AND CONSIDERED BY THE CITY COUNCIL OF FAIR OAKS RANCH, TEXAS AND IS HEREBY APPROVED BY SUCH COUNCIL DATED THIS _____ DAY OF _____ A.D. 2020

BY: _____ MAYOR

BY: _____ CITY SECRETARY



City of Fair Oaks Ranch

7286 Dietz Elkhorn Fair Oaks Ranch, TX 78015

PH: (210) 698-0900.FAX: (210) 698-3565. bcodes@fairoaksranchtx.org www.fairoaksranchtx.org

UNIVERSAL APPLICATION-FORM A

All applications must be submitted with:

(1) A complete **Universal Application** form (2 pages), and

(2) A complete **Specific Application Form** with all materials listed in the checklist for the specific application.

The City staff is available to assist you in person at City Hall or over the phone at (210) 698-0900.

DEVELOPMENT INFORMATION

Project Name/Address/Location: Elkhorn Ridge Unit 6B Acreage: 6.00
Brief Description of Project: Residential Subdivision
Is property platted? ☒ No ☐ Yes Subdivision name: _____ No. of Lots: _____
Recordation #: _____ Parcel(s) Tax ID#: _____
Existing Use: Single Family Proposed Use: Single Family
Current Zoning: Existing Residential One Proposed Zoning: Existing Residential One
Occupancy Type: _____ Sq. Ft: _____ Bed #: _____ Bath #: _____ Car Garage #: _____
Water System ☐ Well ☒ Public Flood Zone: ☐ Yes ☒ No Sewer System: ☐ Septic ☒ Public

PROPERTY OWNER INFORMATION

Owner: Elkhorn Ridge SA, LLC Contact Name: Lloyd A. Denton, Jr.
Address: 11 Lynn Batts Lane, Suite 100 City/State/ZIP: San Antonio, Texas 78218
Phone: (210) 828-6131 Email: plats@bitterblue.com

APPLICANT INFORMATION

Applicant/Developer: Elkhorn Ridge SA, LLC Contact Name: Lloyd A. Denton, Jr.
Address: 11 Lynn Batts Lane, Suite 100 City/State/ZIP: San Antonio, Texas 78218
Phone: (210) 828-6131 Email: plats@bitterblue.com

KEY CONTACT INFORMATION

Name of the Individual: Paul A. Schroeder, PE, RPLS Contact Name: Vickrey & Associates, Inc.
Address: 12940 Country Parkway City/State/ZIP: San Antonio, Texas 78216
Phone: (210) 349-3271 E-mail: pschroeder@vickreyinc.com
SIGNATURE OF PROPERTY OWNER OR APPLICANT (SIGN AND PRINT OR TYPE NAME)

Signature: _____ Date: 10.15.20
(Signed letter of authorization required if the application is signed by someone other than the property owner)

*****OFFICE USE ONLY*****

DATE REC'D: _____ BY: _____

FEES PAID: _____ APPROVED BY: _____

DATE APPROVED: _____

APPLICATION/PERMIT NO: _____ EXP DATE: _____

Applications shall be processed based on the City's official submission dates. When a completed application packet has been accepted and reviewed, additional information may be required by staff as a result of the review, therefore it may be necessary to postpone the proposed project and remove it from the scheduled agenda and place it on a future agenda.

SPECIFIC APPLICATION FORM (S1-S38). Please check the appropriate type below:

Land Use Policy Related	Site Development Related	Building Permits Related
(Section 3.9 of the UDC)	(Section 3.9 of the UDC)	Commercial
☐ Annexation* - Form S1	☐ Vested Rights Verification Letter	☐ New* - Form S24
☐ Comprehensive Plan Amendment	☐ Zoning Verification Letter	☐ Remodel/Addition* - Form S25
☐ Unified Development Code (UDC) Text Amendment	☐ Written Interpretation of the UDC	☐ Fences* - Form S26
☐ Rezoning* - Form S2	☐ Temporary Use Permit* - Form S14	☐ Miscellaneous* - Form S27
☐ Special Use Permit* - Form S3	☐ Special Exception* - Form S15	Residential
☐ Planned Unit Development* - Form S4	☐ Site Development Permit* (Site Plan Review) - Form S16	☐ New Home* - Form S28
☐ Development Agreement	☐ Floodplain Development Permit* - Form S17	☐ Remodel/Addition* - Form S29
☐ Conservation Development* (Section 4.8) - Form S5	☐ Stormwater Permit* - Form S18	☐ Detached Buildings* - Form S30
	☐ Certificate of Design Compliance* - Form S19	Others
	Appeal of an Administrative Decision	☐ Solar* - Form S31
	☐ Zoning ☐ Others	☐ Swimming Pool* - Form S32
	Variance	☐ Demolition, Drive or Move
	☐ Policy ☐ Judicial* - Form S20	☐ New Lawn/Water* - Form S33
	☐ Sign Special Exception/Appeal to an Administrative Decision	☐ Backflow Device/Irrigation Systems - Form S34
	☐ Administrative Exception	☐ Sign Permit* (Includes Temporary Banner) - Form S35
	☐ Permit for Repair of Non-Conforming Use/Building	☐ Appeal of Denial of Sign Permit
	☐ Letter of Regulatory Compliance	☐ Master/ Common Signage Plan* - Form S36
	☐ On-Site Sewage Facility Permit (OSSF)	☐ Water Heaters or Water Softeners* - Form S37
	☐ Certificate of Occupancy (CO)* - Form S21	☐ Right-of-Way Construction Permit* - Form S38
	☐ Relief from Signage Regulations	☐ Flatwork Permit* - Form S39
	☐ Group Living Operating License* - Form S22	Inspections
	☐ Development/Grading Permit - Form S23	☐ Mechanical ☐ Electrical
		☐ Plumbing ☐ Building
		☐ Others _____
		Water-Wastewater Service
		☐ Connect/ Disconnect Form* - Form S40

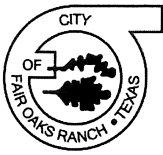
Subdivision and Property Development Related
(Section 3.8 of the UDC)
☐ Amending Plat* - Form S6
☐ Minor Plat* - Form S7
☐ Development Plat* - Form S8
☐ Concept Plan* - Form S9
☒ Preliminary Plat* - Form S10
☐ Final Plat* - Form S11
☐ Replat* - Form S12
☐ Construction Plans* - Form S13
☐ Vacating Plat
☐ Plat Extension

*These types of applications require additional information as listed in the specific type of application. Refer to **Appendix B** of the Administrative Procedures Manual for more information.

Application Checklist for all Applications

- ☒ Universal Application Form.
- ☒ Items listed in the checklist for the specific type of application¹. (Please make sure the boxes are checked)
- ☒ Application Processing Fees and other application fees.
- ☒ Letter of intent explaining the request in detail and reason for the request.
- ☐ Signed Letter of Authorization required if the application is signed by someone other than the property owner.
- ☒ Site plan and shapefile drawings (if applicable) for the property
- ☒ Location map clearly indicating the site in relation to adjacent streets and other landmarks
- ☒ One (1) copy of proof of ownership (recorded property deed or current year tax statements)
- ☒ One (1) USB drive containing the general required documents in Adobe PDF format (if required)

¹For items that are duplicated in the specific type of application, only one copy is required.



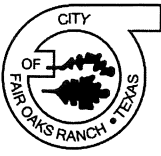
S10

SPECIFIC APPLICATION FORM - PRELIMINARY PLAT

Section 3.8 (4) of the Unified Development Code

The following steps must be completed, and the items must be submitted for the application to be deemed complete and processed:

- ☒ Pre-Application Conference prior to application submittal.
- ☒ Concept plan approval (if required).
 - ☒ A completed Universal Development Application and checklist signed by the owner/s of the property.
 - ☒ A title report.
 - ☒ Three (3) copies (full size) of complete sets of construction plans (plan views) to verify required easements and reserves, showing existing and proposed configurations if applicable. This includes grading, streets, green spaces, drainage/stormwater systems, gas, electrical, water, wastewater, cable and TV, fiber and all utilities.
 - ☒ One (1) copy (11x17) of proposed plat.
- ☒ One (1) copy (11x17) of all existing recorded plats pertaining to the preliminary plat.
- ☒ Approved copy of a Concept Plan, if applicable.
- ☒ Basic engineering information, if deemed necessary by the City.
 - ☒ Payment of all other applicable fees (see Schedule of Fees).
 - ☒ An accurate metes and bounds description of the subject property (or other suitable legal description).
 - ☒ Location/vicinity map showing the location and boundaries of the proposed zoning. Indicate scale or not to scale (NTS) and provide north arrow.
- ☒ Tax certificate/s showing that all taxes owing to the State, County, School District, City and/or any other political subdivision have been paid in full to date.
- ☒ Letter of approval from each utility provider as to the adequacy and proper location of utility easements shown on the subdivision plat.
- ☒ Letter from USPS and other service providers to ensure the name of the proposed subdivision, or any of the physical features, (such as streets, parks, etc.) must not be so similar to the names of any similar features in the county or in any incorporated town or city therein. Streets, which are a continuation of any existing street, shall take the name of the existing street.
- ☒ Drainage/Stormwater plan, if any grade changes.



City of Fair Oaks Ranch

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- ☒ Electronic copies of the required exhibits in "PDF" format and shapefile for property boundary where applicable should be submitted in a USB flash drive or via email.

Additional Requirements. The City Manager (or designee) may, from time to time, identify additional requirements for a complete application that are not contained within but are consistent with the application contents and standards set forth in the UDC and state statutes.



CITY COUNCIL CONSIDERATION ITEM
CITY OF FAIR OAKS RANCH, TEXAS
December 17, 2020

AGENDA TOPIC: Approval of a private donation of gift cards to the City of Fair Oaks Ranch Police Department.

START/END DATE: December 17, 2020

DEPARTMENT: Public Safety

PRESENTED BY: Chief Tim Moring (Consent Agenda)

INTRODUCTION/BACKGROUND:

On, November 23, 2020, Resident Mr. Kuldeep (Sunny) Gyani came by the Police Department to drop off 26 gift cards from Tri-County Meat Market. Mr. Kuldeep, Mrs. Abha Kuldeep, and their two sons Karan and Aryan, had purchased the gift cards (worth \$50/per) in order to donate to the Officers and Staff so that they may buy turkeys or other food for the holidays.

Mr. Kuldeep recently moved to the City and wanted to thank the Officers for their professionalism and candor regarding several calls to his new residence. Mr. Kuldeep and his family included a letter to each recipient expressing his family's appreciation. The total amount of the donation is \$1,300.

POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:

Accepting this donation does not violate any current City Policy.

LONGTERM FINANCIAL & BUDGETARY IMPACT:

N/A

LEGAL ANALYSIS:

N/A

RECOMMENDATION/PROPOSED MOTION:

(Consent Agenda) I move that the City of Fair Oaks Ranch Police Department be allowed to accept this donation to disseminate to Officers prior to the upcoming Christmas Holiday.



CITY COUNCIL CONSIDERATION ITEM
CITY OF FAIR OAKS RANCH, TEXAS
December 17, 2020

AGENDA TOPIC: Consideration and possible action on adopting the Citizens Code of Conduct Advisory Committee Charter and related procedural schedule, appointment process, and Council training.

DATE: December 17, 2020

DEPARTMENT: City Council

PRESENTED BY: Snehal R. Patel, J.D., M.P.Aff., Council Member, Place 5

INTRODUCTION/BACKGROUND:

As directed by the City Council on December 3, 2020, I present to you for your consideration and approval a charter for the Citizens Code of Conduct Advisory Committee (CCCAC or committee) that was established and approved unanimously by City Council at its regularly scheduled council meeting on December 3, 2020.

In addition to the charter, I provide a proposed schedule for appointing voting members to the CCCAC for your consideration as well as a motion for appointing a Council Liaison at this time.

Lastly, the December 3, 2020 agenda included recommendations for trainings and workshop for council members. The previous agenda item presented discussion on separate training that goes to back-to-basics such as learning to disagree agreeably and professionally using appropriate language and tone and a space for council members to discuss what is working within the Council, identify areas for continuous improvement, and ways to build trust and confidence amongst our constituents. And that this should be conducted by a skilled neutral facilitator.

Following discussion and consensus, this agenda item refines those recommendations based on Council, public, and staff input with additional elements for your consideration.

Background

In my December 3, 2020 agenda documents, I referenced the November 18, 2020 Council workshop involving one Councilmember's inappropriate remarks to me, and invited dialogue between the council members, staff, and our residents for a path forward to maintain a civil culture for an effective and collaborative Council, with policies in place that the Council would embrace for norms of conduct.

It is undisputed that there are differences of opinion amongst Council in terms of what is proper conduct as applying to the November 18, 2020 incident, whether the same conduct can be described as an etiquette issue for which public and private apology suffices and no further action is needed, or action that is so egregious that it calls for additional actions such as written reprimand, censure, or resignation.

Concurrently, this incident has also deeply resonated with our community, and comments from citizens we heard at the December 3, 2020 have been unequivocal.

At our last meeting, I recognized and acknowledged the comments of our citizens and that it behooves us to listen with open minds. Comments included: "As elected officials, a high standard

of conduct and professionalism should and must apply to all interactions of Council members among themselves and also with city residents.”

The central principle here is that a public official is expected to operate at a higher tier of integrity and honor than the norm for members of the public and the code of conduct should reflect these expectations including the dishonor or disrepute that is brought upon the public office and the community he or she serves when the public official’s conduct falls below those expectations.

Thus, in recognition of clear direction from the community, I asked that we draw from the extraordinary pool of residents with their wealth of experience and convene a citizen’s advisory committee which will help Council to shape and frame a code of conduct that reflects community expectations for its public officials.

After lengthy discussion and constructive dialogue, the Council unanimously voted to approve a Citizens Code of Conduct Committee and directed Councilmember Patel to draft a charter for the committee and present for Council consideration and approval at the December 17, 2020 agenda.

The Council is aligned in working together with citizens to ensure that public officials exercise their authority honestly and fairly, free from impropriety, threats, favoritism, and undue influence.

Note: In addition to the written agenda document, Councilmember Patel also provided additional clarifications on existing city ordinances and rules. The recently adopted rules of procedures pertain to council hearings for code of ethics and Home Rule Charter related forfeitures of office and prohibitions under Chapter 1 of the City’s Code of Ordinances, Article 1.10, Division 1. The Code of Ethics is explicitly referenced and a place reserved under Article 2 for future development, and definitions are provided for ethics law. The Code of Ethics, as currently contemplated, pertains to typical statutory type and municipal ethics matters such as disclosures and prohibitions of conflicts of interest, improper economic benefits, financial disclosures, gifts, unfair advancement of private interest, and so forth.

Some questions have also arisen about the city council meeting rules of procedures as adopted by Resolution 2013-17, and as amended last in 2017. These rules are adopted by resolution (i.e. not an ordinance) and pertain to procedures relating to council meetings only such as time and place of meetings, regular city council agenda packet, conduct of meeting, order of consideration of agenda, council action, citizen participation, and conduct of meetings, and agenda items.

Charter for Council consideration and approval

The charter is drafted per the direction of Council given to Councilmember Patel. The proposed charter as drafted takes into account the discussion and comments that were provided by Council in response to Councilmember Patel’s agenda item.

Following the meeting, Councilmember Elizondo provided a summary of the meeting discussion as indicated at the meeting that he would share. For clarification, Councilmember Patel has discussed provisions with Councilmembers Elizondo and Hartpence. Councilmember Patel also received a word document with a draft charter from Councilmember Havard and it was not opened, reviewed or considered here. In compliance with Open Meetings Act and to ensure transparency and accountability to the public relating to this item, the Council as a body will discuss the charter and any other comments on December 17, 2020 in an open meeting in which a quorum is present.

In drafting the charter and in developing this agenda item, the following documents were reviewed and evaluated:

- FOR Home Rule Charter Commission Meetings Rules of Procedure
- FOR Home Rule Charter Penalty Clause Committee Guidelines
- FOR Capitol Improvement Advisory Committee Rules and Procedures
- FOR City Council Meeting Rules of Procedures, Resolution 2013-17 (Nov. 2013) last amended Resolution 2017-01
- FOR Home Rule Charter
- Applicable statutes
- “Drafting Municipal Codes of Ethics.” Alan Bojorquez, June 2018. Available at: <https://texasmunicipallawyers.com/wp-content/uploads/2018/06/Presentation-Package-AB-TCAA-2018.pdf>
- Examples of Codes - City of Bastrop, Ordinance 2018-08 (comprehensive example, Division 2 on Rules of Conduct includes provisions related to abuse of position, abuse of resources); City of Denton, Ordinance 18-757 (comprehensive example, with board of ethics, training requirements); City of Alvin, Resolution 16-R-28; City of Irving, Ethics Policy; City of Austin, Code of Ethics; City of El Paso, Ethics, Chapter 2.92; City of San Antonio, Code of Ethics, City of Leon Springs, Ordinance No. 2020-33; City of Gonzales, Ordinance No. 2020-25, Code of Ethics as amended.
- Codes that set a higher moral standard for individuals based on their position and organization they represent – Uniform Code of Military Justice, including Article 92 (Maltreatment), Article 117 (Provoking speeches or gestures), Articles 133 (Conduct unbecoming of an Officer and Gentleman), Article 134 (General Article - all disorders and neglects to the prejudice of good order and discipline in the armed forces, all conduct of a nature to bring discredit upon the armed forces), and Article 88 (Contempt toward officials); Manual for Courts-Martial (2019) (further explanations relating to the above-mentioned Articles – e.g. use of indecent language, indecent conduct).
- Texas Penal Code, Section 38.13 (Hindering Proceedings by Disorderly Conduct); Section 42.01 (Disorderly Conduct and Related Offenses).
- Boerne Independent School District, Code of Conduct, 2019-2020
- North Carolina’s State Government’s Ethics Act, Chapter 138A.
- North Carolina has a separate requirement for local governments to adopt ethics code and includes training requirements (G.S. 160A-86). North Carolina identifies 5 major areas that codes must include: obey all applicable laws regarding official actions taken as a board member, uphold the integrity and independence of the board member's office; avoid impropriety in the exercise of the board member's official duties; faithfully perform the duties of the office; and conduct the affairs of the governing board in an open and public manner, including complying with all applicable laws governing open meetings and public records.
- Information regarding Robert’s Rules of Order - <https://robertsrules.com>.

As the charter is drafted, the Committee will be tasked with considering statutory requirements, ethics provisions as adopted under the city’s Code of Ordinances Article 1.10, and other applicable provisions as mentioned below, and determining what other gaps need to be filled to foster integrity in Council matters and then advancing a code that is aligned with community standards for Council consideration.

The charter includes purpose, background, key definitions, scope of work, membership and term, qualifications, roles and responsibilities of the members, meetings, and committee support. The charter recognizes the Council’s legislative authority under the Home Rule Charter and also the

role of advisory committee. Having an advisory committee does not abrogate Council's obligations or leadership role, and the Home Rule Charter specifically speaks to this as do past successful Council precedents where Council has relied on citizen advisory committees to assist (e.g. City of Fair Oaks Ranch, Home Rule Charter Penalty Clause Committee Guidelines which tasked a committee of five members with advancing actionable recommendations including drafting and proposing an ordinance for Council consideration and approval, and the ordinance was approved in 2019).

My research indicates that there is no one-size-fits-all approach. There is no statutory requirement or a single model that local governments must abide by and local governments have varying ways of handling these provisions.

This is a complex, several-tiered collaborative process that deserves a careful and measured assessment involving the community and the council members who will have the final word. The final code ordinance should have the buy-in, confidence, and commitment of not just the current Council which is term limited but also, more importantly, of its community whose reputation as a whole can be harmed and dishonored by the misconduct of its elected officials.

The code should be a robust enforceable document whose blueprint holds up over time. Safeguard provisions have been added that clarify roles and responsibilities including the advisory function of the committee and the final legislation by ordinance authority of the Council per the Home Rule Charter. Provisions have also been added to allow for Council input and direction on initial outline and recommendations at a joint meeting and a Council Liaison is added to act as a liaison between Council and committee for better communication and coordination between the two bodies.

Procedural Schedule

- a. Charter, Council Liaison, and process relating to application/interview process and selection scheduled for Council approval at December 17th meeting.
- b. Applications submittal deadline by January 14, 2021 and available for Council consideration at January 21, 2021 meeting. The city's standard committee application can be found on <http://www.fairoaksranchtx.org/286/Committees>.
- c. Interviews to be scheduled and conducted in open meeting, and Council to select committee members by majority vote by February 4, 2021 Council meeting.
- d. City staff in coordination with city attorney and Council Liaison to prepare a background packet for committee members and provide it prior to first meeting.
- e. Once committee members are selected, Committee to begin meeting promptly and as reasonably practicable. At first meeting, Committee will agree to a schedule for its meetings including a reasonable meeting date for a joint Council-committee meeting following initial review and assessment.
- f. Within 6 months of the joint Council-committee meeting, the Committee will advance a draft ordinance for Council consideration.

Training for City Council

On the December 3, 2020 agenda, I recommended separate training that goes to back-to-basics such as learning to disagree agreeably and professionally using appropriate language and tone and a space for council members to discuss what is working within the Council, identify areas for continuous improvement, and ways to build trust and confidence amongst our constituents. I recommended training conducted by a skilled neutral facilitator.

Following the Council discussion where the mayor and others indicated support for training, I have the additional targeted recommendations based on my own legal experience and training, as well as my review of numerous materials relating to ethics, conduct, and conducting meetings.

First, the Council has tools in place to manage its meetings effectively under the City's rules of procedures for Council meetings, including the incorporation of parliamentary procedures under Robert's Rules of Order. Training in these areas would be helpful.

Recommend Council training on Robert's Rules of Order.

This term essentially means parliamentary rules of order for smooth, orderly and fairly conducted meetings.

- At the December 3, 2020, some council members discussed the need for setting time limits for debates including limiting repetition of the same information or information that is outside of the scope of discussion. Provisions already exist for ways to control debates. For example, Robert's Rules of Order allows a motion by any council member to limit debate to a set prior of time and requires a 2/3 vote. Council members who need more time to study the proposal under consideration can move to postpone the item to a definite time or date. A review of these requirements and training on Robert's Rules of Order will equip the mayor and the council members to apply these provisions more effectively and democratically to allow for full debate on issues under majority rule principles while instilling public confidence in Council deliberations and decision making.

Also, the 12th edition of Robert's Rules of Order Newly Revised with an appendix for electronic meetings was just issued in September 2020 by its publisher Hatchett. Our rules refer to the 11th edition and that edition as well as the new edition and its rules for electronic meetings should be reviewed by each member and covered in the training. Each council member should have access to the 11th edition as reference, the latest edition (e-version available for cost-effectiveness) as well as a copy of the newly published 3rd edition of Robert's Rules of Order Newly Revised in Brief. Note: The publisher notes that since Robert's Rules have been around so long, the rules are no longer copyrighted and they have been revised and republished by various authors but these are the official versions used by most organizations.

Training can also include concepts that, electronic meetings or otherwise, council members can interrupt without recognition by the presiding officer for a number of scenarios: 1) Point of information if you are wondering about some of the facts under information; 2) Point of parliamentary inquiry if you are confused about some of the parliamentary rules; 3) Point of order if the meeting is not following proper rules; and 4) Point of Privilege for an issue that is urgent or timely.

According to Rule 16 in City's rules of procedures governing Council meeting, "the presiding officer will preserve order and decorum, preventing the impugning of any member's motives or other personal comments not relevant to the orderly conduct of business." These rules also provide that "all persons present in the meeting room should refrain from abusive, rude or inappropriate conduct." Under Robert's Rules, the Chair presides over the debate process and enforces rules of decorum impartially, and these rules of decorum can be included also in the training. Rule 18 in the City's rules of procedures governing Council meeting also states that the presiding officer as a member of the Council may enter into any discussion.

Recommend training for Council to strengthen transparency and government accountability.

Aside from mandatory training required under law, I suggest additional training on Open Meetings Act relating to the scope of allowable deliberations amongst the council members during open meetings and closed meetings, and between meetings.

Recommend annual ethics training.

Many professions and organizations require annual ethics training. The State of North Carolina, for example, has requirements for mandatory ethics training for its state and local officials. As a licensed attorney in the state of Texas, I am required to receive 3 hours of ethics training annually. The Council also adopted in the City's Ordinances, Article 1, Division 3 provisions for ethics training including the requirement that the City Manager and the City Secretary, in consultation with City Council, shall develop and implement a comprehensive training program for officials of the City on provisions of the Ethics Code, the city charter, and statutory requirements relating to Local Gov't Code Chapter 171. I recommend further review of these provisions by the Committee and recommendation for any additional revisions. I also recommend that the Council consider provisions that require the Council to receive a minimum of two clock hours of ethics education within 12 months after initial election or appointment to office and again within 12 months after each subsequent election or appointment to office, and one clock hour annually thereafter for the duration of the term. As included in our provisions, the ethics education must cover laws and principles that govern conflicts of interest and ethical standards of conduct at the local government level.

POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:

Many of our citizens have spoken. These actions including the creation of a citizens' advisory committee to shape and frame Council deliberations and decisions will inspire public confidence and integrity in our actions. These actions will strengthen greater transparency and governmental accountability.

LONG-TERM FINANCIAL & BUDGETARY IMPACT:

There will be cost-savings through relying on experienced volunteer citizens as value-added resources. Future legal risk to the city will be reduced.

LEGAL ANALYSIS:

None undertaken by City Attorney except to form since these are policy actions under consideration. The City Attorney will assist with the drafting and reviewing of the ordinance.

RECOMMENDATION/PROPOSED MOTIONS:

To accomplish the necessary approval and implementation process, the following three motions and actions are recommended:

1. I move to adopt the City of Fair Oaks Ranch Citizens Code of Conduct Advisory Committee Charter.
2. I move to direct staff to proceed with the procedural schedule for the selection of the members for the Citizens Code of Conduct Advisory Committee Charter as provided in the agenda item.
3. I move to nominate myself, a licensed attorney in the state of the Texas, as a Council Liaison to the City of Fair Oaks Ranch Citizens Code of Conduct Advisory Committee Charter.

City of Fair Oaks Ranch Citizens Code of Conduct Advisory Committee Charter

I. Purpose

The Citizens Code of Conduct Advisory Committee (“CCCAC” or committee) recognizes that the highest standard of ethics and conduct applies to public officials, and the committee is tasked to assist the Council to shape and promote a culture of ethical conduct, civility, and integrity at the City of Fair Oaks Ranch that is aligned with the values of our community. The CCCAC and the Council will work together to ensure that public officials exercise their authority honestly and fairly, free from impropriety, threats, favoritism, and undue influence.

II. Background

On December 3, 2020, the City of Fair Oaks Ranch Council (“Council”) heard an agenda item for discussion and possible action on establishing a common set of values and conduct within the Council that fosters and builds public confidence, including but not limited to establishing a CCCAC. The agenda item referenced the recent incident of inappropriate language being used by one council member against another on November 18, 2020 at a city council meeting, and invited dialogue and a path forward.

Following substantial public comment and discussion, the Council unanimously approved the creation of a CCCAC and the Council directed Councilmember Patel to draft a committee charter and submit for approval for the December 17, 2020 Council meeting. Directions for the charter included outlining the background, purpose and scope of work, membership selection and terms, and meeting requirements.

III. Key Definitions

As commonly understood, “ethics” refers to moral standards of right and wrong that prescribe what humans ought to do in terms of duties, principles, virtues, and values as established by legal, societal, and cultural frameworks. The term, “conduct” refers to the manner in which a person behaves within these ethical constraints. A “code of conduct” is a set of rules that outlines what is and is not acceptable behavior for a particular organization, and consequences that attach when such rules are not violated. Unless indicated otherwise, these definitions apply in the context of this document. Note: Aside from these definitions, there are statute/ordinance-specific definitions including definitions under Section 1.10.001 of the City of Fair Oaks Ranch Code of Ordinance as relating to “ethics law” and “ethical violation.”

IV. Scope of work

The committee’s scope of work will begin with drafting a proposed code of conduct for Council consideration. Following the Council’s adoption of an ordinance as related to ethics and conduct, the committee will meet at least annually and as often as need arises per Council determination. The purpose of the annual meetings is to assess how the Council is performing and present written recommendations, including training, to be discussed in an open Council meeting. The committee will also have oversight functions to be determined by Council. At the direction of Council, the committee’s additional tasks may also include advising on revisions to the city’s rules of procedures relating to Council meetings.

Proposed Code of Conduct – A robust and reasonable code of conduct drafted by a citizen- driven advisory committee, with citizen engagement and input, and as fully vetted and approved by Council, will help build public confidence in its public officials and shape a civil and effective governance culture.

Scope of work to include but not limited to:

- 1) The committee will assign roles of responsibilities within the committee, including selecting the Chairperson and Vice Chairperson, and assigning any other roles.
- 2) The committee will prepare and post a schedule for its meetings and planned work that is readily available to the public.
- 3) The committee will research, review, and consider:
 - i) Applicable statutory requirements related to ethics (such as conflicts of interest, nepotism, financial disclosures, gifts) as provided by city attorney and staff.
 - ii) City of Fair Oaks Home Rule Charter. Specific provisions include: Section 3.04(D) (appointment of citizen advisory committees); Section 3.06(E) (creating procedures); Section 3.09 (forfeiture of office); Section 3.10 (prohibitions); Section 3.11 (council investigations; hearings process); Sections 7.01 (conflicts of interest prohibitions); and Section 7.02 (general prohibitions). Note that the Council has already adopted by ordinance procedural processes for Home Rule Charter violations including those under Sections 3.09, 3.10, 7.01, and 7.92.
 - iii) City of Fair Oaks Ranch Code of Ordinances, Article 1.10, relating to Ethics, including Article 1.10, Division 1, Rules of Procedures, and Division 3, Administrative Provisions.
 - iv) City Council Meeting Rules of Procedures, Resolution 2013-17 as amended, Part I (general provisions) and Part IV (conduct of meetings).
 - v) Additional standard ethics provisions that appear in municipal codes of ethics/conduct such as improper economic benefit, unfair advancement of private interest, gifts, representation of private interests, conflicting outside employment, etc.
 - vi) Broad spectrum of codes of ethics and conduct from private and public sectors, including codes for public officials. The committee will determine the scope of the review undertaken as deemed reasonable and manageable but will include consideration of at least five codes of ethics/conducts from other local governments as applicable to public officials (elected or appointed officials). The committee will also consider at least 2 additional codes of conduct from institutions with a higher bar of conduct for those in leadership positions where violations would bring dishonor or disrepute upon its membership/public.
 - vii) Paper entitled, “Drafting a Municipal Code of Ethics” (including Ethics Ordinance Drafting Checklist), available at: <https://texasmunicipallawyers.com/wp-content/uploads/2018/06/Presentation-Package-AB-TCAA-2018.pdf>.

Note: A background packet developed by city staff in coordination with Council Liaison and city attorney will be provided to the committee members prior to the first meeting.

- 4) The committee will provide opportunity for meaningful public participation from citizens. Comments and suggestions by the public are highly valued and encouraged during those parts of a meeting designated for public participation. Individual councilmembers may also

provide input through this process. The committee shall allow citizens to address the committee on agenda items and during a period of time set aside for citizen communications. The committee shall follow the City Council meeting procedures relating to citizen participation.

- 5) Following this above-mentioned review and assessment, and in working with city attorney, staff, and Council Liaison, the CCCAC will prepare an outline and initial recommendations (including but not limited to recommendations on whether or not there should be a one combined Code of Ethics and Conduct, or two different codes– Code of Ethics for statutory/home rule charter violations as currently reserved under Article 1, Division 2, and Code of Conduct for other additional requirements tailored for the city; and whether or not the scope of applicability should be limited to Council or expanded to include other appointed officials etc.), and present to the Council for discussion and further direction at a joint meeting.
- 6) **No later than six months following the first committee meeting**, the committee will advance a proposed ordinance for Council consideration at a Council meeting (and as reviewed by city attorney), that is understandable, reasonable, implementable and enforceable, and one that reflects community standards. The proposed ordinance should include, at a minimum, a system of rules of ethics and conduct with robust compliance and enforcement mechanisms in place for detecting, investigating, and enforcing infractions. Provisions will be crafted equitably and reasonably such that misuse of these provisions for improper purposes is avoided. The proposed ordinance may also include modifications to Article 1.10 of the City's Ordinances.
- 7) Any change or modification to the scope of work, including any extensions of timelines, shall require prior Council approval.

V. Membership and Term

- 1) Members of the committee shall consist of five residents of the City of Fair Oaks Ranch and will be appointed under the requirements of the Home Rule Charter Section 3.04(D).
- 2) There will be an application submittal requirement followed by an interview process for selecting candidates which will occur in an open meeting of the Council.
- 3) Members will be appointed by the Council for a term of two years.
- 4) Members may not be a current city councilmember, or employed by the City of Fair Oaks Ranch and, shall not receive any salary or compensation for services to the Committee.
- 5) Members that have familial relations within the third degree of affinity (marriage) or consanguinity (blood or adoption) with any presently serving on the Council are not eligible for serving on the committee.
- 6) Members serve at the pleasure of the Council. Members shall remain on the Committee until their term ends or the term is renewed by the Council. Terms may be renewed for up to 2 more consecutive terms.
- 7) Members with conviction of felony or crime of moral turpitude are ineligible to serve on the committee.

VI. Qualifications

- 1) City of Fair Oaks Ranch residents who are qualified voters over 18 years of age, and have resided within the city at least one year prior to the date of appointment.

- 2) Committee members will represent diverse backgrounds, perspectives and viewpoints, and experience and expertise, and as a whole, will promote respect and confidence in the Committee's advice and recommendations.
- 3) Applicants should disclose any conflicts of interest that may prevent them from performing their function in the best interests of the city.
- 4) Experience including leadership positions in governmental, military, business, and professional organizations relating to governance as well as constructive engagement and meaningful participation in the democratic process involving Council matters will be given additional weight.

VII. Roles and Responsibilities of the Committee Members

- 1) Ethical behavior, excellent judgement, dignity and respect for others are required both inside and outside committee proceedings.
- 2) Members will be expected to take reasonable time and work to be an effective committee member. Members will be expected to read and study materials in advance of meetings, strive to attend all meetings, and participate fully in the meetings in a lawful, ethical, and justifiable manner. Members will listen to what others have to say and keep an open mind. Members are expected to contribute positively to the discussions, and consider the broadest set of perspectives on issues, and as an advisory committee, make recommendations that can help to shape and influence Council policies that are tailored to the values and perspectives of the community.
- 3) The Chairperson will review and approve agendas for meetings in coordination with city staff, Council Liaison, and committee members. The Chairperson will be the presiding officer and moderate the discussions of the meetings and ensure that meetings have full participation and are conducted respectfully, productively, and efficiently. The Chairperson will preserve order and decorum, preventing the impugning of any members' motives or other personal comment not relevant to the orderly conduct of business. The Chairperson will strive for decisions to be adopted by consensus and where a formal vote is necessary in absence of consensus, the Chairperson will act as a tie-breaker.
- 4) The Vice Chairperson will assume Chairperson's role when the Chairperson is unable to preside over meeting.
- 5) The committee may choose to assign other reasonable roles and responsibilities to facilitate meaningful dialogue and efficient running of the committee (i.e. secretary, time keeper).
- 6) Only the 5 appointed committee members will be voting members.
- 7) Members will respect and adhere to the council-manager structure of the City of Fair Oaks Ranch. In this structure, the Council determines the policies of the city with the advice, information, and analysis provided by the public, advisory committees, and its staff; and the city manager is responsible for the proper and efficient management of the day to day operations of the city, and reports to and receives policy direction from the whole of the Council.
- 8) An individual committee member may not act in an official capacity except through the action of the committee.
- 9) A majority of the voting members constitutes a quorum.

VIII. Meetings

- 1) Meetings shall be conducted in person or online, as reasonably determined by the members of the committee, Council Liaison, and city staff.
- 2) At the first meeting, the Committee will appoint its Chairperson and Vice Chairperson based on the consensus of the committee. Preference for Chairperson should be given to persons with prior leadership positions with experience in promoting good governance.
- 3) While advisory committees that are purely advisory in nature are not subject to the Texas Open Meeting Act (TOMA) requirements, the Council values open and transparent discussions, and meetings will be posted and held under TOMA requirements.
- 4) City of Fair Oaks Ranch's City Council Meeting Rules of Procedures as relating to conduct under Part IV should be followed where applicable. Robert's Rules of Order shall also apply for meetings' rules of procedure unless the rules are inconsistent with this charter or any special rules of the Council.

IX. Committee Support - Non-voting

- 1) A Councilmember, preferably with experience in the area of ethics, will be assigned by Council to act as a resource and answer any questions that the Committee may have. The Council Liaison will act as a liaison between the Council and the Committee where necessary. The Council Liaison may also provide meeting updates to the Council, as needed.
- 2) City staff will also be assigned by the city manager to provide information and support the Committee in meeting its scope of work requirements, and that person will serve as a liaison between city staff and the committee. Additional staff include assisting the committee with drafting and posting agendas, attending meetings and taking minutes to be approved by the committee and signed by the Chairperson.
- 3) The city attorney will be available as a resource to respond to questions, to attend meetings, and for review of any documents as needed. Requests for attorney assistance will be coordinated through the Chairperson and assigned city staff and Council Liaison.



CITY COUNCIL CONSIDERATION ITEM

CITY OF FAIR OAKS RANCH, TEXAS

December 17, 2020

AGENDA TOPIC: Presentation of Quarterly Investment Report

DATE: December 17, 2020

DEPARTMENT: Finance

PRESENTED BY: Sarah Buckelew, Finance Director

INTRODUCTION/BACKGROUND:

Pursuant to Texas Government Code Section 2256.023 and the City's Investment Policy Section 12, the Finance Director is required, on a quarterly basis, to prepare and submit to City Council a written report of investment transactions that have occurred since the previous report, and the market value of the current investments.

The attached presentation is being made to comply with the Q3 2020 reporting requirements.

POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:

Frequent review and reporting of the City's assets and investment vehicles is both prudent and necessary to verify that the City's investment portfolio is being managed according to the investment policy.

LONGTERM FINANCIAL & BUDGETARY IMPACT:

The investment portfolio shall be managed in accordance with the objectives specified in the investment policy (safety, liquidity, diversification, and yield). The portfolio should obtain a market average rate of return during a market/economic environment of stable interest rates.

LEGAL ANALYSIS:

Not applicable at this time.

RECOMMENDATION/PROPOSED MOTION:

This presentation is for informational purposes only and to comply with requirements under Texas Government Code Section 2256.023 and the City's Investment Policy.



City of Fair Oaks Ranch

Investment Report Q3 2020

Investment Inventory 07/01/2020 - 09/30/2020

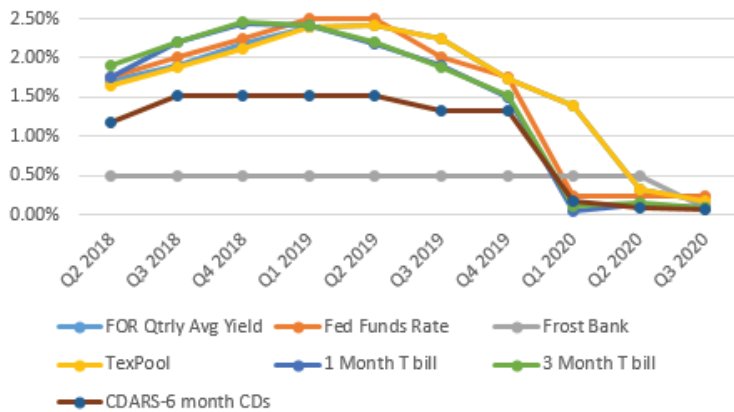
Governmental Fund Investments

Security	Yield	Beg Bal	Transfers In/Out	Interest Earnings	Ending Bal	Ending Market	Weighted Avg Maturity	Notes
Pool (Texpool 004) General	0.177%	12,665,251	(941,432)	5,393	11,729,212	11,729,212	32 days	
Pool (Texpool 007) Debt Service	0.177%	954	7,597	6	8,558	8,558	32 days	
TOTAL		12,666,206	(933,835)	5,399	11,737,770	11,737,770	-	

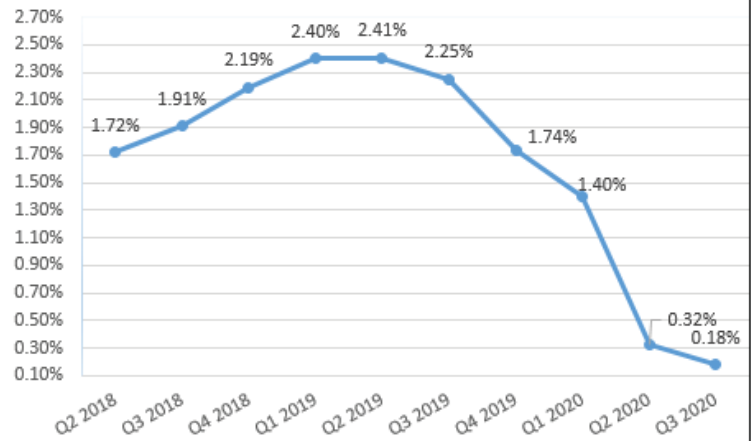
Utility Fund Investments

Security	Yield	Beg Bal	Transfers In/Out	Interest Earnings	Ending Bal	Ending Market	Weighted Avg Maturity	Notes
Pool (Texpool 001) Utility	0.177%	1,134,612	-	508	1,135,121	1,135,121	32 days	
Pool (Texpool 002) Water Cap	0.177%	179,263	-	80	179,344	179,344	32 days	
Pool (Texpool 003) Sewer Cap	0.177%	84,249	-	38	84,286	84,286	32 days	
Pool (Texpool 005) 1997 CO	0.177%	-	-	-	-	-	32 days	
TOTAL		1,398,124	-	626	1,398,751	1,398,751	-	

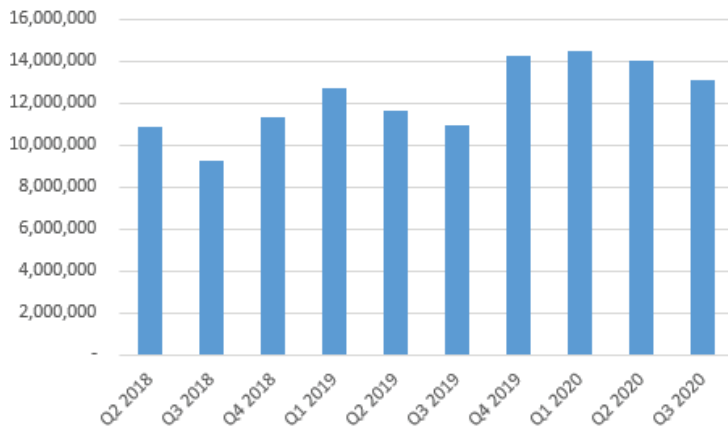
Comparative Yields



FOR Qtrly Avg Yield



Investment Balance



Key Trends

- This report is in compliance with the City's Investment Policy Section 9 and 11 and Texas Government Code Section 2256.023.
- Transfers in and out of accounts represents vendor payments made, or funding of City operations by transferring funds into the City Operating Cash Account. Transfers into TexPool represent deposits of property tax revenue.

Christina Picioccio

From: Christina Picioccio
Sent: Monday, December 14, 2020 3:08 PM
To: Christina Picioccio
Subject: Forwarded E-mail Request
Attachments: City of Fair Oaks Ranch Rules of Decorum.docx

Good afternoon,

I am forwarding the following e-mail at the request of Council Member Havard.

Council,

I am concerned with the amount of time and effort associated with setting up yet another citizen committee. As mentioned in the last regular City Council meeting, I have been researching what other cities have in terms of a code of conduct/rules of decorum. In an effort to expedite the process and avoid associated workload on City staff, Council, and citizen volunteers, a DRAFT *Rules of Decorum for Elected Officials* is attached. Please read it in advance of our City Council meeting coming up this Thursday, December 17, 2020. It is intended as an annex to the Code of Conduct being worked on by the Mayor and Assistant City Manager.

The document is intended to serve as a strawman that can easily be adapted to meet Council requirements for a tool to self-administer. It contains expectations of appropriate behavior, behavior that will not be tolerated, and sanctions to meet changing requirements over time. By Council developing the tool, it demonstrates Council recognizes the need for such a document and is willing to discuss and implement the policy in full transparency with the community. It simplifies the process to provide a tool for Council to self-administer, and promotes the orderly and efficient conduct of Council business.

Thank you.

MaryAnne

Sincerely,



Christina Picioccio
City Secretary
City of Fair Oaks Ranch
Office: 210-698-0900 - Ext. 214
Mobile: 210-409-2556
christinap@fairoaksranchtx.org

This email has been sent to multiple recipients. To conform to the Open Meetings Act, please do not "Reply All". If you need to communicate back to me, please use "Reply" only. Thank you.



City of Fair Oaks Ranch, Texas

Annex * to Code of Conduct

Rules of Decorum for Elected Officials

Adopted by City Council

Resolution No. **_****

Date

Preamble

The City Home Rule Charter provides detailed information on the roles and responsibilities of the Mayor, Mayor Pro-Tem and Council members. The charter also describes forfeiture of office (Section 3.09) and recall of elected officials (Section 6.03). The purpose of this annex to the Code of Conduct is to serve as a guide to ensure appropriate behavior and decorum is maintained by Council members and when it is not, how sanctions will be used to effectively promote the conduct of Council business.

All Council members have an equal vote. No Council member has more power than another and all should be treated with equal respect. All Council members should:

- Fully participate in City Council meetings and other public forums while demonstrating respect, kindness, consideration, and courtesy to others
- Prepare in advance of meetings and be familiar with issues on the agenda
- Be respectful of other people's time - stay focused and act efficiently during public meetings
- Serve as a model of leadership and civility to the community via decorum and behavior acted out in Council meetings
- Inspire public confidence in Fair Oaks Ranch City government
- Demonstrate honesty and integrity in every action and statement
- Participate in scheduled activities

I. Council Conduct with One Another

Section 1.01 – Serving a Common Goal

- A. City Council members come from a variety of different backgrounds, have different personalities, values, priorities, opinions, and goals for serving on Council. However, all have chosen to serve a voluntary role in public office to preserve and protect the hill country hometown we all love. To that end, all Council should acknowledge we may “agree to disagree” on contentious issues, but our common, and primary goal is the same.
- B. Council members are constantly being observed by the community every day that they serve in office. Their behaviors and comments serve as models for proper deportment in the City. Honesty and respect for dignity of each individual should be reflected in every word and action taken by Council members. It is a serious and continuous responsibility.

Section 1.02 – Public Meetings

- A. Practice civility, professionalism and decorum in discussions and debate. Difficult questions, tough challenges to a particular point of view, and criticism of ideas and information are legitimate elements of a free democracy in action. However, this does not allow Council members to make belligerent, personal, impertinent, slanderous, threatening, abusive, or disparaging comments. No shouting or physical actions that could be construed as threatening will be tolerated. Council members should always conduct themselves in a professional manner, including attire.
- B. Honor the role of the Mayor in maintaining order. It is the responsibility of the Mayor to keep the comments of Council members on track during public meetings. Council members should honor efforts by the Mayor to focus discussion on current agenda items. If there is a disagreement about the agenda or the Mayor's actions, those objections should be voiced politely and with reason, following procedures outlined in parliamentary procedure.
- C. Avoid personal comments that could offend other Council members. If a Council member is personally offended by the remarks of another Council member, the offended Council member should make notes of the actual words used and call for a "point of personal privilege" that challenges the other Council member to justify or apologize for the language used. The Mayor will maintain control of this discussion.
- D. Demonstrate effective problem-solving approaches. Council members have a public stage to show how individuals with disparate points of view can find common ground and seek a compromise that benefits the community.
- E. Be punctual and keep comments short and relative to topics discussed. Council members have made a commitment to attend meetings and partake in discussions. Therefore, it is imperative, Council members be punctual and that meetings start on time. It is equally important that discussions on issues remain relative to the topic at hand to allow adequate time to fully discuss scheduled issues. In that vein, Council members should adhere to an initial five-minute total time to ask questions or offer opinions they may have and defer from asking additional questions or making comments until the Mayor recognizes the member again for the second round of two minutes per Council member. Any Council member requesting additional time to speak must make a motion requesting additional time for discussion and a vote by majority rule to continue each additional round of two minutes for discussion.
- F. Submit questions on Council agenda items ahead of the meeting. To focus the Council meetings on consideration of policy issues and to maintain an open forum for public discussion, questions which focus on the policy aspects of agenda items should be discussed at the Council meeting rather than administrative minutia. Any clarifications or technical questions that can be readily answered can be handled before the meeting. Council members are encouraged to submit their questions on

agenda items to the City Manager as far in advance of the meeting as possible so that staff can be prepared to respond at the Council meeting.

- G. Make no personal comments about other Council members in unofficial settings. It is acceptable to publicly disagree about an issue, but it is unacceptable to make derogatory comments about other Council members, their opinions, and actions in unofficial settings. It just is not professional.

Section 1.03 - Private Encounters

- A. Continue respectful behavior in private. The same level of respect and consideration of differing points of view that is deemed appropriate for public discussions should be maintained in private conversations.
- B. Be aware of the insecurity of written notes, voicemail messages, and e-mail. Technology allows words written or said without much forethought to be distributed wide and far. Written notes, voicemail messages and e-mail should be treated as potentially “public” communication.
- C. Even private conversations can have a public presence. Elected officials are always on display and their actions, mannerisms, and language are monitored by people around them they may not know. Lunch table conversations will be eavesdropped upon, parking lot debates will be watched, and casual comments between individuals before and after meetings noted.

II. Council Conduct with City Staff

Section 2.01 – City Staff are Non-Political and Serve to Provide Facts for Council Decisions

Governance of a City relies on the cooperative efforts of elected officials, who set policy, and City staff, who implement and administer the Council’s policies. Therefore, every effort should be made to demonstrate mutual respect for the contributions made by each for the good of the community. City staff have a professional interest and obligation to provide factual and complete information to Council for decision making.

Section 2.02 – Working with Staff, the Do’s, and Don’ts

- A. Treat all staff as professionals. Clear, honest communication that respects the abilities, experience and dignity of each individual is expected. Poor behavior towards staff is not acceptable.
- B. Limit contact to specific City staff. Questions or requests for additional background information should be directed to the City Manager, City Attorney, or Department

Heads. The City Manager should be copied on or informed of any request. Any desired directions to staff should be made only through the City Manager. Materials supplied to an individual Council member will be made available to all Council members, so they all have equal access to information.

- C. Do not disrupt City staff from their jobs. Council should not disrupt City staff while they are in meetings, on the phone, or in the process of performing their job functions in order to have their individual needs met.
- D. Never publicly criticize an individual employee. Council should never express concerns about the performance of a City employee in public, to the employee directly, or to the employee's manager. Comments about staff performance should only be made to the City Manager through private correspondence or conversation. Council should not disparage or otherwise question a staff member's honesty or integrity.
- E. Do not get involved in administrative functions. Council members must not attempt to influence City staff, period. This includes, but is not limited to, making of appointments, awarding of contracts, selecting of consultants, processing of development applications, or granting of City licenses or permits.
- F. Check with City staff on correspondence before taking action. Before sending correspondence, Council members should check with City staff to see if an official City response or other form of official notification has already been sent or is in progress.
- G. Do not attend meetings with City staff unless requested by staff. Even if nothing is said, the Council member's presence implies support, shows partiality, intimidates staff, and hampers staff's ability to do their job objectively.
- H. Limit requests for staff support. All mail for Council is placed in Council member mailboxes. Requests for any support should be made to the City Manager who is responsible for allocating City resources in order to maintain a professional, well-run City government.
- I. Do not solicit political support from staff. Any form of political support, financial contributions, display of posters or lawn signs, name of support list, etc. are not appropriate. City staff, as private citizens with constitutional rights, support political candidates, but all such activities must take place away from the workplace.

III. Council Conduct with the Public

Section 3.01 – In Public Meetings

Making the public feel welcome is an important part of the democratic process. No signs of partiality, prejudice or disrespect should be evident on the part of individual Council members toward an individual participating in a public forum. Every effort should be made to be fair and impartial in listening to public testimony.

Section 3.02 – Make a positive impression.

- A. Be welcoming to speakers and treat them with care and gentleness. Speaking in front of Council can be a difficult experience for some people. Some issues the Council undertakes may affect people's daily lives and homes. Some decisions are emotional. The way that Council treats people during public hearings can do a lot to make them relax or to push their emotions to a higher level of intensity.
- B. Actively listen. It is disconcerting to speakers to have Council members not look at them when they are speaking. It is fine to look down at documents or to make notes but reading for a long period of time or gazing around the room gives the appearance of disinterest. Be aware of facial expressions, especially those that could be interpreted as "smirking", disbelief, anger, or boredom.
- C. Never argue or debate with the public. Only the Mayor, not individual Council members, can interrupt a speaker during a presentation. A Council member, however, can ask the Mayor for a point of order if the speaker is off topic or exhibiting behavior or language the Council member finds disturbing. If the speaker becomes flustered or defensive, it should be left to the Mayor to calm and focus the speaker to maintain the order and decorum of the meeting. It is never appropriate to belligerently challenge or belittle the speaker. Council members' personal opinions or inclinations about upcoming votes should not be revealed until after the public hearing is closed.
- D. No personal attacks under any circumstances. Council members should be aware their body language and tone of voice, as well as the words they use, can appear to be intimidating or aggressive.

Section 3.03 – Be Vigilant in Unofficial Settings

Council members are often asked to explain a Council action or to give their opinion about an issue as they meet and talk with citizens in the community. It is appropriate to give a brief overview of City policy on an issue or refer to the City Manager for further information. It is inappropriate to overtly or implicitly promise Council action, or to promise City staff will do something specific, e.g., fix a pothole, or move an individual drainage problem higher up the priority list, etc.

IV. Council Conduct with Other Public Agencies

Section 4.01 - Council members must be clear about representing the City or personal interests.

If appearing before another governmental agency or organization to provide a statement on an issue, the Council member must clearly state the statement they are making 1) reflects personal opinion or is the official stance of the City; and 2) whether this is a majority or minority opinion of the Council. Important to note is even if the Council member is representing his/her own personal opinions, the statement may reflect upon the City as an organization. If the Council member is representing the City, the Council member must support and advocate the official City position on an issue, not their personal viewpoint.

Section 4.02 – Be Clear about Representation

If the Council member is representing another organization whose position is different from the City, the Council member should withdraw from voting on the issue if it significantly impacts or is detrimental to the City's interest. Council members should be clear about which organizations they represent and inform the Mayor and Council of their involvement.

Section 4.03 – Correspondence Should be Equally Clear about Representation

City letterhead may be used when the Council member is representing the City and the City's official position. A copy of official correspondence should be given to the City Secretary to be filed as part of the permanent public record. City letterhead should not be used for correspondence of Council members representing a personal point of view, or a dissenting point of view from an official Council position.

V. Council Conduct with Boards and Commissions

Section 5.01 – The City has established several Boards and Commissions as a means of gathering more community input. Citizens who serve on Boards and Commissions become more involved in government and serve as advisors to the City Council. They are a valuable resource to the City's leadership and should be treated with appreciation and respect.

- A. If attending a Board or Commission meeting, Council members should be careful to only express personal opinions. Council may attend any Board or Commission meeting, which are always open to the public. However, if the Board or Commission is conducting a public hearing, the Council member shall remove themselves from the proceedings. Council members should be sensitive to the way their participation – especially if it is on behalf of an individual, business, or developer – could be viewed as unfairly affecting the process. Any public comments made by a Council member at a Board or Commission meeting should be clearly made as individual opinion and not a representation of the feelings of the entire City Council. Also, a Council member's presence may affect the conduct of the Board or Commission and limit their role and function.

- B. Limit contact with Board and Commission members. It is inappropriate for a Council member to contact a Board or Commission member to lobby on behalf of an individual, business, or developer. Council members should contact City staff to clarify a position taken by the Board or Commission.
- C. Boards and Commissions serve the community, not individual Council members. The Council appoints individuals to serve on Boards and Commissions and it is the responsibility of Boards and Commissions to follow policy established by Council. But Boards and Commission members do not report to individual Council members, nor should Council members feel they have the power or right to threaten Board and Commission members with removal if they disagree about an issue. Appointment and re-appointment to a Board or Commission should be based on such criteria as expertise, ability to work with City staff and the public, and commitment to fulfilling official duties. A Board or Commission appointment should not be used as a political “reward”.
- D. Respect diverse opinions. A primary role of Boards and Commissions is to represent many points of view in the community and to provide the Council with advice based on a full spectrum of concerns and perspectives. Council members must be fair and respectful of all citizens serving on Boards and Commissions.
- E. Keep political support away from public forums. Board and Commission members may offer political support to a Council member, but not in a public forum while conducting official duties. Conversely, Council members may support Board and Commission members who are running for office, but not in an official forum in their capacity as a Council member.
- F. Inappropriate behavior can lead to removal. Inappropriate behavior by a Board or Commission member should be noted to the Mayor, and the Mayor should counsel the offending member. If inappropriate behavior continues, the Mayor should bring the situation to the attention of the Council for consideration, and the individual is subject to removal from the Board or Commission.

VI. Council Conduct with the Media

Section 6.01 – Council members are routinely contacted by the media for background and quotes. It is always best to never go “off the record”. Most members of the media represent the highest levels of journalistic integrity and ethics, and can be trusted to keep their word, but one bad experience can be catastrophic. Words that are not said cannot be quoted.

Section 6.02 – The Mayor and City Managers are the only official spokespersons for the City designated to present and speak on the official City position. If an individual Council member

is contacted by the media, the Council member should be clear about whether their comments represent the official City position or a personal viewpoint.

Section 6.03 – Choose word carefully and cautiously. Comments can be taken out of context and can cause problems. Be especially cautious about humor, sardonic asides, sarcasm, or word play. It is never appropriate to use personal slurs or swear words when talking with the media.

VII. Sanctions

Section 6.01 – Public Disruption

Members of the public who do not follow proper conduct after a warning in a public meeting may be barred from further testimony at that meeting or removed from the Council chambers.

Section 6.02 – Inappropriate Staff Behavior

Council members should refer to the City Manager any staff who do not follow proper conduct in their dealings with Council members, other staff, or the public. These employees may be disciplined in accordance with standard City procedures for such actions.

Section 6.03 – Council Members Behavior and Conduct

- A. City Council members who intentionally and repeatedly do not follow proper conduct may be reprimanded or formally censured by the Council. Serious infractions of the Code of Ethics or Code of Conduct could lead to other sanctions deemed appropriate by Council.
- B. Council members should point out to the offending Council member an infraction of the Code of Conduct. If the offenses continue, the matter should be referred to the Mayor for investigation and determination of discipline for a first offense. Repeat offenses should be discussed by Council in a public meeting to determine appropriate sanctions. If the Mayor is the individual whose actions are being challenged, the matter should be referred to the Mayor Pro-Tem.
- C. It is the responsibility of the Mayor to initiate action if a Council member's behavior may warrant sanction. If no action is taken by the Mayor, the alleged violation(s) can be brought up with the full Council in a public meeting.
- D. If violation of the Code of Conduct is outside of the observed behaviors by the Mayor or Council members, the alleged violation should be referred to the Mayor. The Mayor should ask the City Manager and/or City Attorney to investigate the allegation and report the findings to the Mayor. It is the Mayor's responsibility to take the next appropriate action. These actions can include but are not limited to

discussing and counseling the individual on the violations; recommending sanction to the full Council to consider in a public meeting; or forming a Council ad hoc subcommittee to review the allegation, the investigation, and findings, as well as to recommend sanction options for Council consideration.

- E. Council members have a primary responsibility to assure these guidelines are understood, followed, and enforced. This ensures the public can have full confidence in the integrity of their local government. These guidelines are intended to be self-enforcing thereby requiring an ongoing commitment by Council members to faithfully honor the trust and dignity bestowed upon them as elected leaders and community role models.