

VIA TELEPHONE CONFERENCE



CITY OF FAIR OAKS RANCH AGENDA – CITY COUNCIL EMERGENCY MEETING

May 7, 2020 9:30 AM

Via Telephone Conference
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 TELEPHONE CONFERENCE PURSUANT TO GOVERNMENT CODE CHAPTER 551.125, AS MODIFIED BY EXECUTIVE ORDER OF THE GOVERNOR

You can dial in using your phone:

United States (Local #): 210-714-4201

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Conference ID: 2443302 #

If you wish to address the Council, please select *5 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.

I. OPEN MEETING

- A. Roll Call – Declaration of a Quorum.

II. CITIZENS and GUEST FORUM / PRESENTATIONS

To address the Council, please select *5 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. 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. Presentation of the Employee of the Quarter Award to Police Officer Elsie Serold.
- C. Police Department Proclamation.
- D. Public Works Proclamation.

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 April 16, 2020 Regular City Council teleconference minutes.

Pgs. 3-5

IV. CONSIDERATION/DISCUSSION ITEMS

- A. Consideration and possible action modifying and extending a declaration of local disaster; establishing rules and regulations for the duration of the disaster; and restricting certain activities.

Mayor Garry Manitzas

Pgs. 6-15

- B. Presentation of Quarterly Investment Report. Sarah Buckelew, Director of Finance Pgs. 16-17
- C. Receive and discuss an Economic Outlook & Current Year COVID-19 Financial Impact Report. Sarah Buckelew, Director of Finance Pgs. 18-41
- D. Receive and discuss a Navigating the COVID-19 Crisis and Planning for the Future Report. Tobin Maples, City Manager and Sarah Buckelew, Director of Finance Pgs. 42-52
- E. Discuss and consider initiatives to evaluate and implement that provide temporary financial or regulatory relief to citizens relative to COVID-19 impacts. Council Member Snehal Patel and Tobin Maples, City Manager Pgs. 53-68

V. REPORTS FROM STAFF/COMMITTEES/COUNCIL

A. None.

V. 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 9:30 AM May 4, 2020 and remained so posted continuously for at least 1 hour 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 SPECIAL TELECONFERENCE MEETING MINUTES
April 16, 2020
7286 Dietz Elkhorn
Fair Oaks Ranch, TX 78015

I. OPEN MEETING

A. Roll Call – Declaration of a Quorum

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

With a quorum present, the City Council meeting was called to order at 6:31 PM.

Mayor Manitzas gave brief announcements regarding the updated documents in the agenda packet.

II. CITIZENS and GUEST FORUM / PRESENTATIONS

- A. Ms. Andra Wisian, resident, voiced concern that the council would be voting on capital improvement projects during a time of economic uncertainty. She questioned whether moving forward with the civic center or water tower is necessary as sales tax revenue will likely be affected.
- B. Mr. David Thornally, resident, voiced concern that the country club and golf course are currently closed and is hopeful that if social distancing is enforced that the Council will allow the golf club to be reopened.
- C. The following residents voiced similar support of reopening the golf course:
- Mr. Charles Babb
 - Mr. William Fusco
 - Ms. Janice Dombi
 - Mr. David Craigo
 - Mr. Chuck Ellenwood
- D. Ms. Chelsea Munchausen, resident, noted that surveying for the water tower is occurring on the south side of Amman Road where The Reserve will be built. She voiced concern that markers have been placed on her property and is wondering if the City is exercising eminent domain.

III. CONSENT AGENDA

- A. **Approval of the March 19, 2020 Regular City Council meeting minutes.**
- B. **Approval of the March 24, 2020 Emergency City Council teleconference minutes.**
- C. **Approval of the March 27, 2020 Emergency City Council teleconference minutes.**

The Mayor presented the Consent Agenda and with no discussion the Consent Agenda was approved by unanimous consent. 6-0

Council Member Hartpence joined the call at 6:53 PM.

IV. CONSIDERATION/DISCUSSION ITEMS

A. Consideration and possible action authorizing the City Manager to sign a Professional Services Agreement with Studio S Architekts for Architectural Design Services.

MOTION: Made by Mayor Pro Tem Elizondo, seconded by Council Member Havard to authorize the City Manager to sign the Professional Services Agreement with Studio S Architekts at a cost of \$58,270.

At the request of Council Member Hartpence, the Finance Director, Sarah Buckelew provided an update on the state of the City's fiscal health.

Citizen Comments:

- a. Tim Corley stated he doesn't believe it is prudent to spend any new monies due to current uncertainty. He noted that most private companies are not beginning new projects and placing projects on hold that are not already 75% completed.
- b. Scott Rose noted that he believes there is a degree of uncertainty after hearing the Finance Director's explanation of the current fiscal situation for the City. He believes this should be put on hold as this investment doesn't seem urgent.

VOTE: 4-3; Motion passed as recorded:

Mayor Manitzas – For; Mayor Pro Tem Elizondo – For; Council Member Havard – For; Council Member Hartpence – Against; Council Member Koerner – Against; Council Member Patel – Against; and Council Member Maxton – For.

B. Consideration and possible action authorizing the City Manager to sign a Professional Services Agreement with Murfee Engineering Company, Inc. for Solids Handling Consultant Services.

MOTION: Made by Council Member Hartpence, seconded by Council Member Maxton to authorize the City Manager to sign a Professional Services Agreement with Murfee Engineering Company, Inc. for Solids Handling consulting services.

VOTE: 7-0; Motion passed as recorded:

Mayor Manitzas – For; Mayor Pro Tem Elizondo – For; Council Member Havard – For; Council Member Hartpence – For; Council Member Koerner – For; Council Member Patel – For; and Council Member Maxton – For.

C. Consideration and possible action for recommendations regarding the selection of benchmark cities to utilize in the market survey phase of the study and recommendations regarding the market level the City would like to compete at and target.

MOTION: Made by Mayor Pro Tem Elizondo, seconded by Council Member Maxton to approve the recommendations from city staff and Ray Associates, Inc. regarding the selection of benchmark cities (Alamo Heights, Live Oak, Helotes, Trophy Club, Boerne, Marble Falls, Leon Valley, Cibolo, Fredericksburg, San Antonio, Lakeway, Granbury) and the desired competitive market level which will allow staff and the professional consultant to advance the project.

AMENDED MOTION:

Made by Council Member Patel, seconded by Council Member Hartpence, to table approving the recommendations from city staff and Ray Associates, Inc. regarding the selection of benchmark cities and the desired competitive market level which will allow staff and the professional consultant to advance the project at least until the fall.

VOTE: 2-5; Motion failed as recorded:

Mayor Manitzas – Against; Mayor Pro Tem Elizondo – Against; Council Member Havard – Against; Council Member Hartpence – For; Council Member Koerner – Against; Council Member Patel – For; and Council Member Maxton – Against.

ORIGINAL MOTION VOTE:

5-2; Motion passed as recorded:

Mayor Manitzas – For; Mayor Pro Tem Elizondo – For; Council Member Havard – For; Council Member Hartpence – Against; Council Member Koerner – For; Council Member Patel – Against; and Council Member Maxton – For.

Council Member Hartpence left the call at 9:17 PM.

D. Consideration and possible action modifying and extending a declaration of local disaster; establishing rules and regulations for the duration of the disaster; and restricting certain activities.

MOTION: Made by Council Member Hartpence, seconded by Council Member Maxton to approve an Ordinance extending the Declaration of Local Disaster to May 21, 2020; and establishing rules and regulations for the duration of the disaster and restricting certain activities as discussed.

VOTE: 6-0; Motion passed as recorded:

Mayor Manitzas – For; Mayor Pro Tem Elizondo – For; Council Member Havard – For; Council Member Koerner – For; Council Member Patel – For; and Council Member Maxton – For.

V. REPORTS FROM STAFF/COMMITTEES/COUNCIL

- A. Council Member Patel suggested that city staff research ordinances and programs for ways to provide relief to citizens during this time.
- B. Mayor Pro Tem would like to discuss drip irrigation on an upcoming agenda and wants a rationale for the changes made to an ordinance in 2013 that referred to drip irrigation as well as a recommendation from staff since new technology has been considered favorable recently by other entities.

VI. ADJOURNMENT

Mayor Manitzas adjourned the meeting at 9:28 PM.

ATTEST:

Garry Manitzas, Mayor

Christina Picioccio, City Secretary



CITY COUNCIL CONSIDERATION ITEM

CITY OF FAIR OAKS RANCH, TEXAS

May 7, 2020

AGENDA TOPIC: Consideration and possible action modifying and extending a declaration of local disaster; establishing rules and regulations for the duration of the disaster; and restricting certain activities.

DATE: May 7, 2020

DEPARTMENT: City Council

PRESENTED BY: Mayor Manitzas

INTRODUCTION/BACKGROUND:

On March 13, 2020, following President Trump's declaration of a national emergency, Texas Governor Abbott declared Texas a public health disaster. On March 16, 2020, Mayor Manitzas signed a Declaration of a Public Health Emergency declaring a local state of disaster and public health emergency in the city for seven days, effective March 17, 2020. At the March 19, 2020 Council meeting, the City Council approved an Ordinance extending the Declaration of Local Disaster to April 16, 2020. On April 16th, City Council again took action to extend the Declaration to May 7, 2020.

In the following several weeks both Governor Abbott and Bexar County Judge Wolff issued multiple follow up Executive Orders. On April 27th Governor Abbott again issued several orders with Executive Order GA 18 being the one most directly affecting our city. In that Executive Order, and in subsequent press conferences, the Governor made it clear that his intent was for his order to supersede any conflicting order issued by local officials in response to the COVID-19 disaster. Judge Wolff also issued an updated Executive Order NW-07 in response to Governor Abbot's update.

At this point we are presenting the Ordinance to the City Council again to discuss and determine necessary safety measures for its residents and city staff. The City Attorney has reviewed our existing Ordinance and recommended that we allow it to expire which it is scheduled to do on May 7th and replace it with the attached Ordinance which conforms to the Governor's Executive Order GA 18 and Judge Wolff's Executive Order NW-07.

Structural changes since the last approved Ordinance are all in Exhibit A and include:

- Adding definitions for "Reopened services" in Section 3. The principal change here is allowing reopening of in-store retail services and dine-in restaurant services up to 25 percent of total listed occupancy
- Resuming golf course operations in Section 3
- Resuming tennis play as part of outdoor sports in Section 8. The U S Tennis Association has provided recent guidance regarding resuming tennis play safely, which will be followed by ClubCorp.
- Resuming local government operations in Section 3
- Eliminating the penalty for not wearing face coverings while still strongly encouraging the wearing of face covers in public places in Section 3

In all cases, re-openings of services are at the discretion of the owners of the businesses. If they do not wish to re-open at this time, they are not required to do so. Similarly, business owners may require customers to wear face coverings in their establishments if they wish to. Likewise, our city operations will resume in a somewhat modified form to protect the public and our employees.

For further guidance, residents and business owners will be directed to the Governor's report to Reopen Texas at <https://gov.texas.gov/uploads/files/organization/opentexas/OpenTexas-Report.pdf>. This document is also available on our city's website under the Coronavirus banner.

POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:

Public health, safety, and general welfare of our residents and city employees.

LONG-TERM FINANCIAL & BUDGETARY IMPACT:

TBD

LEGAL ANALYSIS:

Article III; Section F.4 – Legislation by Ordinance states if City Council, by a vote of not less than two-thirds of the members present at a posted called City Council meeting at which an ordinance is first introduced, determines an emergency exists related to public health or safety and requiring immediate action, such may then be voted upon and rejected or adopted at that meeting.

RECOMMENDATION/PROPOSED MOTION:

I move to approve an Ordinance extending the Declaration of Local Disaster to May 21, 2020; and establishing rules and regulations for the duration of the disaster and restricting certain activities as discussed.

AN ORDINANCE

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH AMENDING ORDINANCE 2020-08; EXTENDING A DECLARATION OF LOCAL DISASTER; AMENDING THE RULES AND REGULATIONS FOR THE DURATION OF THE DISASTER; RESTRICTING CERTAIN ACTIVITIES; ESTABLISHING PENALTIES FOR VIOLATIONS. PROVIDING AN EFFECTIVE DATE AND DECLARING AN EMERGENCY; FIRST AND FINAL READING

WHEREAS, in December 2019 a novel coronavirus, now designated COVID-19, was detected in Wuhan City, Hubei Province, China. Symptoms of COVID-19 include fever, cough, and shortness of breath. Outcomes have ranged from mild to severe illness, and in some cases death; and

WHEREAS, on January 20, 2020, the World Health Organization (WHO) Director General declared the outbreak of COVID-19 as a Public Health Emergency of International Concern (PHEIC), advising countries to prepare for the containment, detection, isolation and case management, contact tracing and prevention of onward spread of the disease; and

WHEREAS, to date, there have been 31,548 confirmed positive cases in Texas; and

WHEREAS, on Monday, May 4, 2020, the World Health Organization (WHO) declared the crisis that is now a pandemic had infected nearly 3,524,429 people around the world and killed 247,838. 1,158,341 cases have been confirmed in the United States according to WHO.

WHEREAS, on March 13, 2020, President Trump declared a state of emergency due to COVID- 19; and

WHEREAS, President Trump has invoked the Stafford Act, which will allow state and local governments to access federal disaster relief funds; and

WHEREAS, Governor of Texas, issued a disaster proclamation on March 13, 2020, certifying that COVID-19 poses an imminent threat of disaster for counties in the state of Texas; and

WHEREAS, the Texas Department of State Health Services has now determined that, as of March 19, 2020, COVID- 19 represents a public health disaster within the meaning of Chapter 81 of the Texas Health and Safety Code; and

WHEREAS, on March 31, 2020 Governor Abbott issued GA-14 superseding local authority invoked under Chapter 418 of the Government Code, and Chapter 81 and 122 of the Health and Safety Code where local order conflict with GA-14 or any previous order of the Governor related to the pandemic;

WHEREAS, also on April 17, 2020, Governor Abbott issued Executive Order GA-16 to replace Executive Order GA- 14, and while Executive Order GA- 16 generally continued through April 30, 2020, the same social-distancing restrictions and other obligations for Texans according to federal guidelines, it offered a safe, strategic first step to Open Texas, including permitting retail pick-up and delivery services; and

WHEREAS, Texas must continue to protect lives while restoring livelihoods, both of which can be achieved with the expert advice of medical professionals and business leaders; and

WHEREAS, pursuant to the Texas Disaster Act of 1975, the Mayor is designated as the Emergency Management Director of the City of Fair Oaks Ranch, and may exercise the powers granted by the governor on an appropriate local scale; and

WHEREAS, Garry Manitzas, the Mayor of the City of Fair Oaks Ranch previously determined and declared that extraordinary and immediate measures must be taken to respond quickly, prevent and alleviate the suffering of people exposed to and those infected with the virus, as well as those that could potentially be impacted by COVID-19;

WHEREAS, a declaration of local disaster and public health emergency includes the ability to reduce the possibility of exposure to disease, control the risk, promote health, compel persons to undergo additional health measures that prevent or control the spread of disease, including isolation, surveillance, quarantine, or placement of persons under public health observation, including the provision of temporary housing or emergency shelters for persons misplaced or evacuated and request assistance from the governor of state resources; and,

WHEREAS, the Fair Oaks Ranch City Council, on March 19, 2020 approved Ordinance 2020-05 extending the Mayor's declaration of local disaster until April 16, 2020, and affirmed and amended said ordinance by the adoption of Ordinance 2020-06 on March 24, 2020, affirmed and amended said ordinance by the adoption of Ordinance 2020-08 on April 16, 2020, and hereby affirms and further amends all prior actions through the adoption of this Ordinance 2020-__.

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

- Section 1. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Ordinance for all purposes and are adopted as a part of the judgment and findings of the City Council.
- Section 2. That the local state of disaster and public health emergency declared by Mayor Garry Manitzas for the City of Fair Oaks Ranch, Texas, pursuant to §418.108(a) of the Texas Government Code and renewed and extended to May 7, 2020 at 11:59 p.m. by City Council Ordinance 2020-08 pursuant to §418.108(b) of the Government Code, including all rules and regulation attached hereto as Exhibit A, is hereby further amended superseded and extended until May 21, 2020.
- Section 3. Pursuant to §418.108(c) of the Government Code, this declaration of a local state of disaster and public health emergency shall be given prompt and general publicity and shall be filed promptly with the City Secretary.
- Section 4. Pursuant to §418.108(d) of the Government Code, this declaration of a local state of disaster and public health emergency activates the City of Fair Oaks Ranch, Texas, emergency management plan.
- Section 5. Pursuant to §122.006 of the Health and Safety Code, this declaration authorizes the City to take any actions necessary to promote health and suppress disease, including

quarantine, examining and regulating hospitals, regulating ingress and egress from the City, and fining those who do not comply with the City's rules.

- Section 7. All ordinances or parts thereof, which are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters herein except those portions deemed to conflict with GA-18, or any subsequent emergency orders of Governor Abbott.
- Section 8. This Ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.
- Section 9. If any provision of this Ordinance or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Ordinance and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Ordinance would have been enacted without such invalid provision.
- Section 10. It is officially found, determined, and declared that the meeting at which this Ordinance is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Ordinance, was given, all as required by Chapter 551, Texas Government Code, as amended.
- Section 11. Should Governor Abbott lift the statewide disaster orders now in place prior to the date of expiration stated herein, this ordinance shall no longer be subject to enforcement by the City and shall be repealed by the City Council at the first legally posted meeting thereafter.
- Section 12. This Ordinance shall be in force and effect from its first and final passage, and any publication required by law.

PASSED, ADOPTED, and APPROVED the 7th day of May, 2020 on one reading as an emergency measure pursuant to City Charter Section 3.006 F. 4.

AFFIRMED if necessary on this 21st day of May, 2020.

	FOR	AGAINST	ABSTAIN
Mayor Garry Manitzas			
Mayor Pro Tem Elizondo			
Council Member Havard			
Council Member Hartpence			
Council Member Koerner			
Council Member Patel			
Council Member Maxton			

Garry Manitzas, Mayor

ATTEST:

APPROVED AS TO FORM:

Christina Picioccio, City Secretary

Denton Navarro Rocha Bernal & Zech,
P.C., City Attorney

EXHIBIT A

LOCAL DISASTER RULES AND REGULATIONS REGARDING GOVERNING PRIVATE AND PUBLIC GATHERINGS EXTENDED BY CITY COUNCIL ORDINANCE 2020-08 IS HEREBY SUPERSEDED BY THE FOLLOWING UPDATED RESTRICTIONS TO RESPOND TO EVOLVING CIRCUMSTANCES THAT ARE DETRIMENTAL TO THE PUBLIC HEALTH. THE FOLLOWING RESTRICTION SHALL TAKE EFFECT AT 11:59 P.M. ON MAY 7, 2020 AND WILL CONTINUE THROUGH 11:59 P.M. ON MAY 21, 2020.

SECTION 1. In accordance with guidance from DSHS Commissioner Dr. Hellerstedt, and to achieve the goals established by the President to reduce the spread of COVID-19, every person in Texas shall, except where necessary to provide or obtain essential services or reopened services, minimize social gatherings and minimize in-person contact with people who are not in the same household. People over the age of 65, however, are strongly encouraged to stay at home as much as possible; to maintain appropriate distance from any member of the household who has been out of the residence in the previous 14 days; and, if leaving the home, to implement social distancing and to practice good hygiene, environmental cleanliness, and sanitation.

SECTION 2. “Essential services” shall consist of everything listed by the U.S. Department of Homeland Security (DHS) in its Guidance on the Essential Critical Infrastructure Workforce, Version 3.0 or any subsequent version, plus religious services conducted in churches, congregations, and houses of worship. Other essential services may be added to this list with the approval of the Texas Division of Emergency Management (TDEM). TDEM shall maintain an online list of essential services, as specified in this executive order and any approved additions. Requests for additions should be directed to TDEM at EssentialServices@tdem.texas.gov or by visiting the TDEM website at www.tdem.texas.gov/essentialservices.

SECTION 3. “Reopened services” shall consist of the following to the extent they are not already “essential services:”

1. Retail services that may be provided through pickup, delivery by mail, or delivery to the customer’s doorstep.
2. Starting at 11:59 P.M. on Thursday, April 30, 2020:
 - a) In-store retail services, for retail establishments that operate at up to 25 percent of the total listed occupancy of the retail establishment.
 - b) Dine-in restaurant services, for restaurants that operate at up to 25 percent of the total listed occupancy of the restaurant; provided, however, that:
 - (i) this applies only to restaurants that have less than 51 percent of their gross receipts from the sale of alcoholic beverages and are therefore not required to post the 51 percent sign required by Texas law as determined by the Texas Alcoholic Beverage Commission, and
 - (ii) valet services are prohibited except for vehicles with placards or plates for disabled parking.
 - c) Movie theaters that operate at up to 25 percent of the total listed occupancy of any individual theater for any screening.

- d) Shopping malls that operate at up to 25 percent of the total listed occupancy of the shopping mall; provided, however, that within shopping malls, the food court dining areas, play areas, and interactive displays and settings must remain closed.
- e) Museums and libraries that operate at up to 25 percent of the total listed occupancy; provided, however, that:
 - (i) local public museums and local public libraries may so operate only if permitted by the local government, and
 - (ii) any components of museums or libraries that have interactive functions or exhibits, including child play areas, must remain closed.
- g) Services provided by an individual working alone in an office.
- h) Golf course operations.
- i) Local government operations, including county and municipal governmental operations relating to permitting, recordation, and document-filing services, as determined by the local government.
- j) Such additional services as may be enumerated by future executive orders or proclamations by the governor.

The conditions and limitations set forth above for reopened services shall not apply to essential services. Notwithstanding anything herein to the contrary, the governor may by proclamation identify any county or counties in which reopened services are thereafter prohibited, in the governor's sole discretion, based on the governor's determination in consultation with medical professionals that only essential services should be permitted in the county, including based on factors such as an increase in the transmission of COVTD-19 or in the amount of COVID-19-related hospitalizations or fatalities.

In providing or obtaining essential services or reopened services, people and businesses should follow the minimum standard health protocols recommended by DSHS, found at www.dshs.texas.gov/coronavirus, and should implement social distancing, work from home if possible, and practice good hygiene, environmental cleanliness, and sanitation. This includes also following, to the extent not inconsistent with the DSHS minimum standards, the Guidelines from the President and the CDC, as well as other CDC recommendations. **Individuals are encouraged to wear appropriate face coverings, but there shall not be a civil or criminal penalty for failure to wear a face covering.**

For further guidance, please see the Governor's report to Reopen Texas at <https://gov.texas.gov/uploads/files/organization/opentexas/OpenTexas-Report.pdf>

SECTION 4: Religious services should be conducted in accordance with the joint guidance issued and updated by the attorney general and governor.

SECTION 5: All public park equipment and fixtures including all playscapes are closed for public use for the duration of this order. Parks are open to the public during regular hours, but their use is limited exercise activity and Social Distancing Requirements must be followed at all times.

SECTION 6: In accordance with the Guidelines from the President and the CDC, people shall not visit nursing homes, state supported living centers, assisted living facilities, or long-term care

facilities unless to provide critical assistance as determined through guidance from the Texas Health and Human Services Commission (HHSC). Nursing homes, state supported living centers, assisted living facilities, and long-term care facilities should follow infection control policies and practices set forth by the HHSC, including minimizing the movement of staff between facilities whenever possible.

SECTION 7. People shall avoid visiting bars, gyms, public swimming pools, interactive amusement venues such as bowling alleys and video arcades, massage establishments, tattoo studios, piercing studios, or cosmetology salons. The use of drive-thru, pickup, or delivery options for food and drinks remains allowed and highly encouraged throughout the limited duration of this executive order.

SECTION 8. This Ordinance does not prohibit people from accessing essential or reopened services or engaging in essential daily activities, such as going to the grocery store or gas station, providing or obtaining other essential or reopened services, visiting parks, hunting or fishing, or engaging in physical activity like jogging, bicycling, or other outdoor sports, so long as the necessary precautions are maintained to reduce the transmission of COVID-19 and to minimize in-person contact with people who are not in the same household.

SECTION 9. All public and private gatherings of any number of people occurring outside a single household or living unit are prohibited, except for the limited purposes permitted by this Emergency Order. Pursuant to current guidance from the CDC, any gathering of more than ten people is prohibited unless exempted by this Emergency Order. Nothing in this Emergency Order prohibits the gathering of members of a household or residence.

All home solicitation shall cease, and any existing home solicitation permits are hereby terminated.

SECTION 10. Pursuant to Section 418.108(h) of the Texas Government Code, this Order shall control the movement of persons and the occupancy of premises in Fair Oaks Ranch, Texas, and to the extent of a conflict between this Order and the orders of the Governor or a county judge of Bexar, Comal or Kendall County, those order would prevail to the extent of any conflict. However, nothing herein should be read to prohibit the City from enacting and enforcing orders that are more strict than the State or County where permitted by the Constitution as a home-rule municipality of the State of Texas and such authority is explicitly reserved herein.

SECTION 11: In accordance with the Guidelines from the President and the CDC, and by order of the Governor, schools shall remain temporarily closed to in-person classroom attendance by students and shall not recommence before the end of the 2019-2020 school year. Public education teachers and staff are encouraged to continue to work remotely from home if possible, but may return to schools to conduct remote video instruction, as well as perform administrative duties, under the strict terms required by the Texas Education Agency. Private schools and institutions of higher education should establish similar terms to allow teachers and staff to return to schools to conduct remote video instruction and perform administrative duties when it is not possible to do so remotely from home.

SECTION 12. Any peace officer or other person with lawful authority is hereby authorized to enforce the provisions of this local Ordinance in accordance with Section 1.01.009 of the City Code or Ordinances. A fine or penalty for the violation of a rule, ordinance or police regulation that governs public health may not exceed two-thousand dollars (\$2,000.00).

SECTION 13. Any peace officer or other person with lawful authority is further authorized to enforce the provisions of this Ordinance or the orders of the Governor in accordance with the authority granted under the Texas Disaster Act of 1975, as applicable, which allows a fine not to exceed one-thousand dollars (\$1000.00) and confinement not to exceed 180 days pursuant to Government Code 418.173.

SECTION 14. The Mayor, Local Health Authority and Director of Health may update restrictions set out in this Exhibit as necessary to respond to the evolving circumstances of this outbreak during the duration of the Mayor's Declaration of Public Health Emergency and any extension by the Fair Oaks Ranch City Council.



CITY COUNCIL CONSIDERATION ITEM
CITY OF FAIR OAKS RANCH, TEXAS
May 7, 2020

AGENDA TOPIC: Presentation of Quarterly Investment Report Q1 2020
DATE: May 7, 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 Q1 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 Q1 2020

Investment Inventory 01/01/20-03/31/20

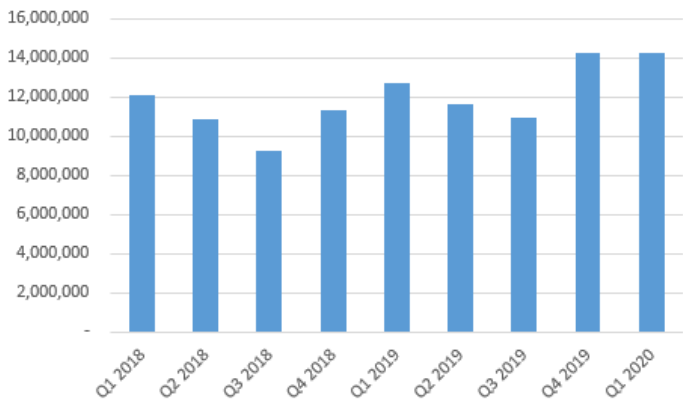
Governmental Fund Investments

Security	Yield	Beg Bal	Transfers In/Out	Interest Earnings	Ending Bal	Ending Market	Weighted Avg Maturity	Maturity Date	Notes
Pool (Texpool 004) General	1.396%	12,866,725	218,326	45,797	13,130,848	13,130,848	30 days	-	
Pool (Texpool 006) 2015 CIP Bonds	1.396%	0	-	-	0	0	30 days	-	All bond proceeds have been spent and project is complete.
Pool (Texpool 007) Debt Service	1.396%	10,988	(10,345)	311	954	954	30 days	-	
TOTAL		12,877,713	207,981	46,108	13,131,802	13,131,802			

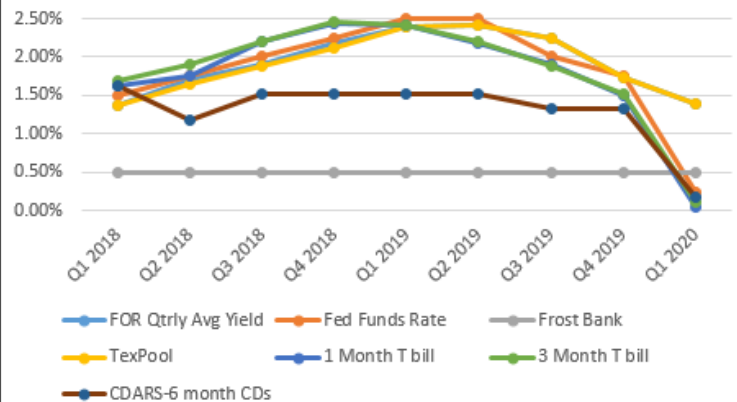
Utility Fund Investments

Security	Yield	Beg Bal	Transfers In/Out	Interest Earnings	Ending Bal	Ending Market	Weighted Avg Maturity	Maturity Date	Notes
Pool (Texpool 001) Utility	1.396%	1,121,855	7,949	3,923	1,133,728	1,133,728	30 days	-	
Pool (Texpool 002) Water Cap	1.396%	178,504	-	620	179,124	179,124	30 days	-	
Pool (Texpool 003) Sewer Cap	1.396%	83,892	-	291	84,183	84,183	30 days	-	
Pool (Texpool 005) 1997 CO	1.396%	7,949	(7,949)	-	(0)	(0)	30 days	-	
TOTAL		1,392,199	-	4,834	1,397,034	1,397,034			

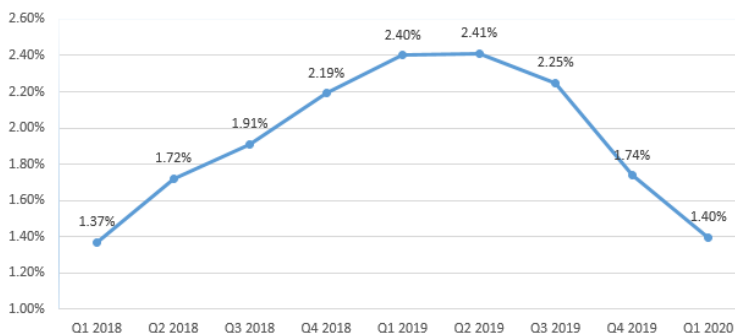
Investment Balance



Comparative Yields



FOR Qtrly Avg Yield



Key Trends

- The Federal Reserve held the rate steady at 1.75% since November, but on March 15th, the Fed lowered the target range for its federal funds by 100bps to 0.25%. Additionally, a \$700 billion quantitative easing program was launched during an emergency move.
- 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.

This report is in compliance with the City's Investment Policy Section 9 and 11, and Texas Government Code Section 2256.023.



CITY COUNCIL CONSIDERATION ITEM

CITY OF FAIR OAKS RANCH, TEXAS

May 7, 2020

AGENDA TOPIC: Receive and Discuss an Economic Outlook & Current Year COVID-19 Financial Impact Report

DATE: May 7, 2020

DEPARTMENT: Finance

PRESENTED BY: Sarah Buckelew, Finance Director

INTRODUCTION/BACKGROUND:

Purpose of this presentation is to review the Financial Impacts and decisions relative to the current year budget.

POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:

Discussion/presentation item only. Refer to presentation.

LONGTERM FINANCIAL & BUDGETARY IMPACT:

Discussion/presentation item only. Refer to presentation.

LEGAL ANALYSIS:

N/A

RECOMMENDATION/PROPOSED MOTION:

No formal action is required but staff would appreciate receiving insight and general direction.

Economic Outlook

Financial Impacts of COVID-19 on the Current Year Budget

City of Fair Oaks Ranch
City Council Meeting May 7, 2020



Agenda

- ▶ Economy at Large and Fair Oaks Ranch
- ▶ Immediate Financial Response to COVID-19
- ▶ General Fund
 - ▶ Financial Updates as of April
 - ▶ Reasonably Conservative vs. Overly Conservative Projections
 - ▶ Financial Strategies for the rest of the year
 - ▶ Status of Strategic and Capital Projects
 - ▶ General Fund Direction Needed from Council



Agenda (continued)

Water/Wastewater Fund

- ▶ Financial Updates as of April
- ▶ Reasonably Conservative vs. Overly Conservative Projections
- ▶ Financial Strategies for the rest of the year
- ▶ Status of Strategic and Capital Projects
- ▶ Enterprise Fund Direction Needed from Council



Economy at Large vs. The City of Fair Oaks Ranch

- ▶ Private-Sector Businesses laying off / furloughing workers
- ▶ Historical unemployment levels
- ▶ Market downturns and overall instability
- ▶ How we're different from private-sector businesses
 - ▶ City Services Demand
 - ▶ Revenue Generation
 - ▶ Revenue Portfolio Mix
 - ▶ Legal Constraints on Local Governments



Immediate Financial Response to COVID-19

CASH

- ▶ Liquidity
- ▶ Collateralization
- ▶ Reserves

INVESTMENTS

- ▶ Safe Principal Balances
- ▶ Highly Liquid
- ▶ Conservative Portfolio Mix

CURRENT BUDGET

- ▶ Fully Functional Operations
- ▶ Strategic Project Criticality Performed
- ▶ No Major Operational cutbacks necessary at this time

We were built for this - and we responded well!



Other Cities in the News vs. The City of Fair Oaks Ranch

- ▶ Cities laying off or furloughing workers
 - ▶ Significant Projected loss of Sales Tax or Hotel/Motel Taxes
 - ▶ Venue and Event Cancellations
 - ▶ How is this the case if everyone's subject to the same laws?
-
- ▶ How we're different from other Cities
 - ▶ We lack many “discretionary” or “non-essential” City Services
 - ▶ Revenue Portfolio Mix – light on Sales Tax
 - ▶ We are already lean in terms of residents per employee
 - ▶ We are a relatively small city - a large percentage of our revenue is actually a manageable loss.

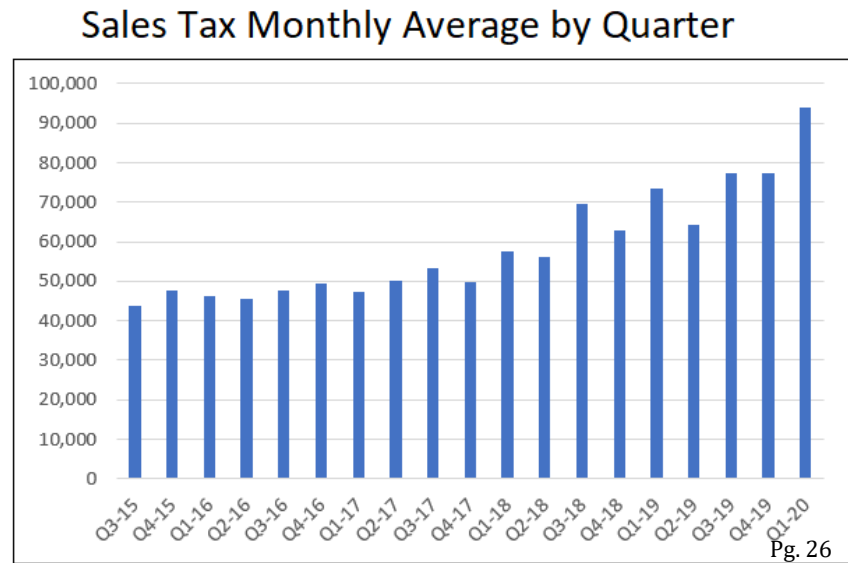
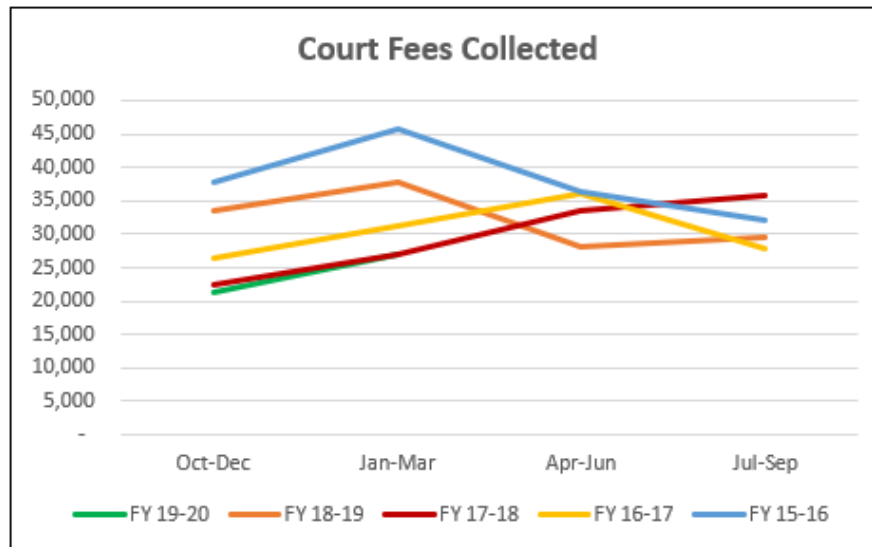
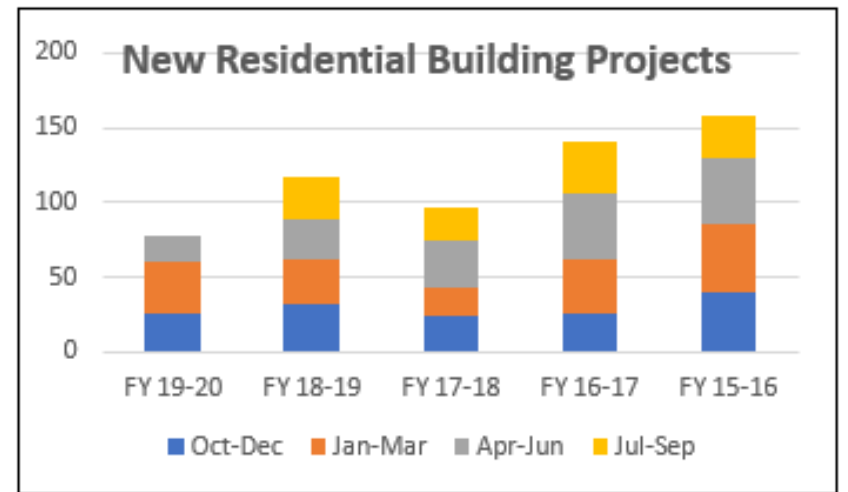


General Fund



General Fund Highlights Through April

- 96.8% Ad Valorem Tax Collection through March
- 60% of Budgeted Sales Tax Revenue collected includes February Sales.
- Data for March sales will be available in May.
- Personnel Savings is so far offsetting projected loss of revenue.



General Operations Year-to-Date Summary
April 30, 2020
58.34% of Fiscal Year

	Budget	Projection	Budget vs Projection	Year-to Date Actual	Percent of Budget	Budget Surplus / (Deficit)
<u>Revenues:</u>						
Taxes	6,277,653	5,950,709	(326,944)	5,766,335	91.9%	(511,319)
Franchise Fees	529,700	591,950	62,250	178,058	33.6%	(351,642)
Interest	115,000	87,802	(27,198)	60,604	52.7%	(54,396)
Permits	252,500	316,067	63,567	218,143	86.4%	(34,357)
Animal Control	3,400	3,400	-	815	24.0%	(2,585)
Fines & Forfeitures	127,570	95,447	(32,123)	54,769	42.9%	(72,801)
Fees & Services	243,847	276,207	32,361	153,299	62.9%	(90,548)
Miscellaneous Income	15,100	20,788	5,688	16,458	109.0%	1,358
Transfers	264,000	266,137	2,137	-	0.0%	(264,000)
Total Available Resources	7,828,770	7,608,508	(220,262)	6,448,481	82.37%	(1,380,289)
<u>Expenditures:</u>						
Personnel	4,536,909	4,207,376	(329,533)	2,220,930	48.95%	2,315,979
Supplies, Maintenance & Operations	653,858	663,246	9,388	98,524	15.07%	555,333
Professional Services	994,002	994,002	-	525,162	52.83%	468,840
Shared Services	327,617	315,407	(12,210)	185,153	56.52%	142,464
Capital Outlay	316,500	328,137	11,637	9,943	3.14%	306,558
Debt Service	-	-	-	-	0.00%	-
Transfers & Non-Cash Adjustments	1,430,017	1,430,017	-	1,430,017	100.00%	-
Total Expenditures	8,258,903	7,938,185	(320,718)	4,469,729	54.12%	3,789,174
Transfer to 6 month Reserve	160,597	160,597	-			
Allocated Fund Balance	-	-	-			
Restricted Fund Balance	9,270	10,356	1,086			
Use of Fund Balance	(600,000)	(600,000)	-	Funding for Building needs to be determined Leftover Surplus		
Change in Unallocated Fund Balance	-	99,370	99,370			
Total Change in Fund Balance	(430,133)	(329,677)	100,456	1,978,752		2,408,886

Two Scenarios for City's General Fund Budget Projection

► Reasonably Conservative Projection Assumptions

- City Receives 10% of remaining Property Tax Revenue
- City Receives only 50% of remainder of sales tax for remainder of the year.
- Loss of 3 months of court revenue
- Loss of half of remaining interest income

► Overly Conservative Projection Assumptions

- City Receives NO MORE Property Tax revenue for the remainder of the year
- City Receives no more sales tax for the remainder of the year.
- Loss of 4 months of court revenue
- Loss of half of remaining interest income



Two Scenarios for City's General Fund Budget Projection

► Reasonably Conservative Projection Assumptions

- Property Tax Loss (\$178,000)
- Sales Tax Loss (\$148,000)
- Court Loss (\$33,000)
- Interest Loss (\$27,200)

Total projected Loss (\$386,200)

► Overly Conservative Projection Assumptions

- Property Tax Loss (\$198,000)
- Sales Tax Loss (\$297,500)
- Court Loss (\$44,000)
- Interest Loss (\$27,200)

Total Projected Loss (\$566,700)



Two Scenarios for City's General Fund Budget Projection

► Reasonably Conservative Revenue Loss offsets

Total Revenue Loss	(\$386,200)
• Franchise Income	\$62,500
• Increased Permits	\$63,500
• Increased Fees	\$30,700
• Personnel Costs	<u>\$330,000</u>
Projection Higher/(lower) than Budget	\$100,500

► Overly Conservative Revenue Loss offsets

Total Revenue Loss	(\$566,700)
• Franchise Income	\$62,500
• Increased Permits	\$63,500
• Increased Fees	\$30,700
• Personnel Costs	<u>\$330,000</u>
Projection Higher/(lower) than Budget	(\$80,000)
Defund Finance Projects	\$50,000
Projected GEC Underrun	<u>\$30,000</u>
Total offsets	\$80,000



A Projects Targeted for defunding if necessary

SAP Fund Balance Project Allocations and Fund Balance

Fund Balance			Fund Balance				
Actual	Transfer from		Budgeted	Projected	Actual YTD	Projected	
2018-19	Gen Fund		Spend	Spend	Spend	9/30/2020	Comments
Financial Integrity							
Stormwater Funding	120,000	-	120,000	170,000	60,271	(50,000)	Contract committed.
Revenue Projections		10,000	10,000	-	-	10,000	A Uncommitted, pushed to FY 20-21.
Internal Controls Framework	35,000	20,000	55,000	55,000	36,750	-	Contract committed, project fieldwork complete; temporary stop work order delivered.
Debt Review & Policy Implementation		15,000	15,000	-	-	15,000	A Uncommitted, project on hold.
Grants & Utilities Reporting		10,000	10,000	-	-	10,000	A Uncommitted, project on hold.
Financial Mgmt Policy Review		15,000	15,000	-	-	15,000	A Project on hold.
Stormwater Utility Cost Center		50,000	50,000	-	-	50,000	Budget rolled into Stormwater Funding SAP
Responsible Growth Management							
Comprehensive Plan & UDC		50,000	50,000	50,000	10,062	-	Project in Process
FM 3351 Owners Rep & Project Mgr		75,000	75,000	13,170	1,410	61,830	A Project in Process
Drainage Project & Funding		50,000	50,000	50,000	5,741	-	Project in Process
MS4 Program		5,000	5,000	5,000	-	-	-
Reliable & Sustainable Infrastructure							
Long-term Road Cond Analysis		80,000	80,000	-	-	80,000	Uncommitted, project on hold
City Hall Building Renovation		600,000	600,000	600,000	-	-	Design contract committed.
City Campus Outbuilding Reno	461,729	-	450,000	461,729	3,500	-	Design contract committed.
Public Health, Safety & Welfare							
PS Command Structure Review		25,000	25,000	-	-	25,000	Uncommitted, deferred to FY 20-21.
Fire Services Program Review		25,000	25,000	-	-	25,000	Uncommitted, deferred to FY 20-21.
EMS Program Review		25,000	25,000	-	-	25,000	Uncommitted, deferred to FY 20-21.
Operational Excellence							
Compensation & Benefit Plan Study		50,000	50,000	50,000	-	-	Contract committed, project in process.
Employee Handbook		5,000	5,000	5,000	-	-	Legal Review in process.
HR Technology Upgrade		32,000	32,000	32,000	-	-	Not committed.
Development Training Program		5,000	5,000	5,000	-	-	Not committed.
Communications & Mktg Strategy		5,000	5,000	5,000	-	-	Not committed.
Records Management		12,000	12,000	12,000	-	-	Not committed.
IT Risk Analysis		50,000	50,000	50,000	-	-	Contract committed, project in process.
Infrastructure (Roads)	111,409	(740)	110,669	110,669	110,669	-	Roadwork from PY maintenance, completed this FY
Personal Property	22,600	-	22,600	22,600	2,716	-	New FTE furniture budgeted in PY.
Unallocated Fund Balance	359,490	(13,735)	-	-	-	345,755	
Total Fund Balance	1,110,228	1,199,525	1,952,269	1,697,168	231,118	612,585	Pg. 31

General Fund Direction Needed from Council

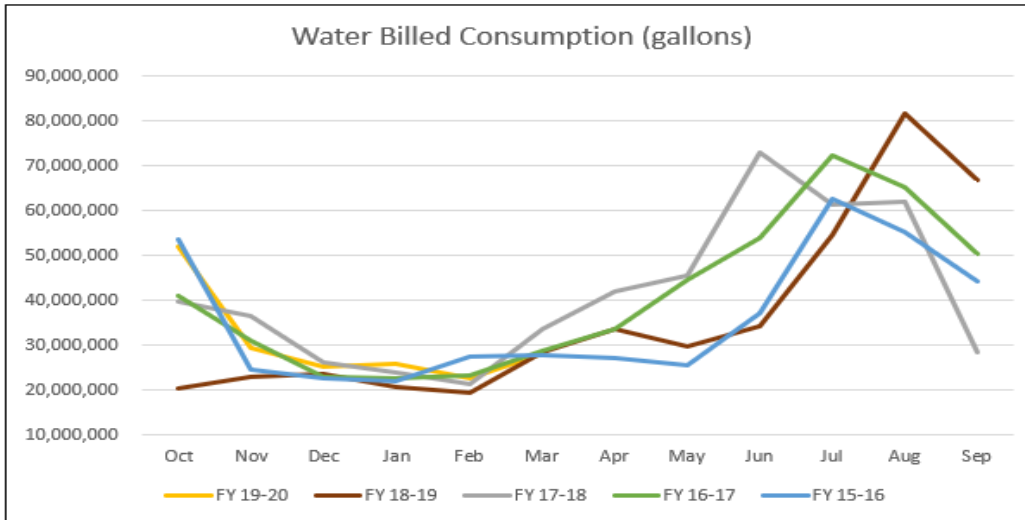
- \$600k Funding needed for Building renovations
 - City Debt or MDD Funding
- SAP Projects to continue, defund, or delay?
- Decision trigger points
- Preferred communication frequency and content



Enterprise Fund



Enterprise Fund Highlights



All Past due accounts for Jan-Feb consumption were paid when given an extra week.

No requests for payment plans or bill deferral have been made.

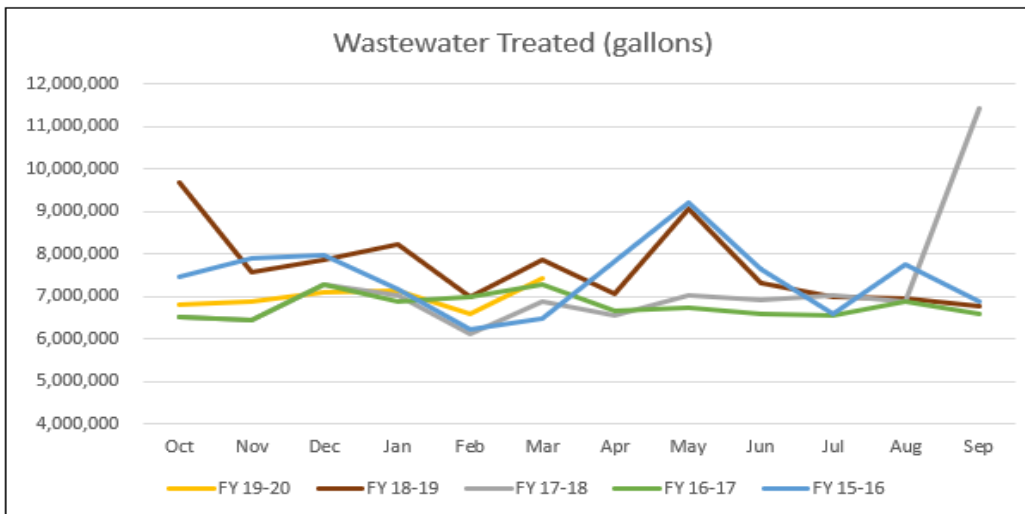
Cash Flow- Collections average 95% to 103% each month

Bad Debt - Historically Write off is 0.01% (less than 10k) annually.

Monitoring collections very closely month to month

Consumption is likely to be higher than budget due to increased daytime population within the City.

Legal Fees are driving a larger net loss than budgeted.



Combined Water and Wastewater
April 30, 2020
58.34% of Fiscal Year

	Budget	Projection	Projection to Budget	Year-to-Date Actual	Percent of Budget	Budget Balance	
Revenues	5,084,325	5,044,502	(39,823)	2,315,956	45.6%	2,768,369	
Operating Expenses							
Personnel	1,428,401	1,263,351	(165,050)	691,953	48.4%	736,448	
Supplies, Maintenance & Operations	2,469,299	2,457,378	(11,921)	1,254,831	50.8%	1,214,469	
Services	67,458	412,458	345,000	313,581	464.9%	(246,123)	Water rights legal fees.
Total Operating Expenses	3,965,159	4,133,187	168,029	2,260,364		1,704,794	
Operating Income	1,119,167	911,314	(207,852)	55,592		1,063,575	
Capital Outlay	1,518,184	1,052,270	(465,914)	138,311	9.1%	1,379,873	
Lease Interest Expense	89,907	89,907	-	46,044	51.2%	43,863	
Transfers & Non-Cash	(384,246)	(56,859)	327,387	367,003	-95.5%	(751,249)	
Net Income/(Loss)	(104,679)	(174,004)	(69,325)	(495,767)		391,088	

Water Utility Fund Summary
April 30, 2020
58.34% of Fiscal Year

	Budget	Projection	Projection to Budget	Year-to-Date Actual	Percent of Budget	Budget Balance	
Water Revenues	3,990,236	3,953,157	(37,078)	1,744,308	43.7%	2,245,928	
Water Operating Expenses							
Personnel	783,911	665,871	(118,040)	367,940	46.9%	415,971	
Supplies, Maintenance & Operations	1,760,076	1,754,320	(5,756)	910,740	51.7%	849,336	
Services	66,138	411,138	345,000	312,935	473.2%	(246,797)	Water rights legal fees.
Total Water Operating Expenses	2,610,126	2,831,329	221,203	1,591,616		1,018,510	
Operating Income	1,380,110	1,121,828	(258,282)	152,693		1,227,417	
Capital Outlay	1,200,117	768,256	(431,861)	75,750	6.3%	1,124,367	See Schedule Below
Lease Interest Expense	75,522	75,522	-	38,677	51.2%	36,845	
Transfers & Non-Cash	(544,669)	(189,454)	355,215	277,385	-50.9%	(822,054)	
Net Income/(Loss)	649,140	467,504	(181,636)	(239,119)		888,259	

	Budgeted	Projected	Projection to Budget	YTD Actual Actual	Surplus/Deficit	Status
Water CIP						
Elevated Storage Tank	628,528	555,000	(73,528)	19,995	608,533	Design contract Committed
Project Development	50,000	26,667	(23,333)	5,741	44,259	Project in Process
Plant 2 HydroTank	45,000	45,000	-	-	45,000	No Contract Committed
Creek Crossing West Waterline	400,000	65,000	(335,000)	10,740	389,260	Design contract Committed
Impact Fee Analysis	37,500	37,500	-	20,185	17,315	Project in Process
	1,161,028	729,167	(431,861)	56,661	1,104,367	
Water Operations						
Towable Manlift Trailer	15,000	15,000	-	-	15,000	
Operational Capital Outlays	5,000	5,000	-	-	5,000	
E-pump	19,089	19,089	-	19,089	-	
	39,089	39,089	-	19,089	20,000	
Total Capital Outlay	1,200,117	768,256	(431,861)	75,750	1,124,367	

Wastewater Utility Fund Summary
April 30, 2020
58.34% of Fiscal Year

	Budget	Projection	Projection to Budget	Year-to-Date Actual	Percent of Budget	Budget Balance	
Wastewater Revenues	1,094,090	1,091,345	(2,745)	571,648	52.2%	522,442	
Wastewater Operating Expenses							
Personnel	644,490	597,480	(47,010)	324,012	50.3%	320,478	
Supplies, Maintenance & Operations	709,223	703,058	(6,165)	344,091	48.5%	365,132	
Services	1,320	1,320	-	646	48.9%	674	
Total Wastewater Operating Expenses	1,355,033	1,301,858	(53,175)	668,749		686,284	
Operating Income	(260,943)	(210,514)	50,430	(97,101)		(163,842)	
Capital Outlay	318,067	284,014	(34,053)	62,562	19.7%	255,505	See Schedule Below
Lease Interest Expense	14,385	14,385	-	7,367	51.2%	7,018	
Transfers & Non-Cash	197,245	169,417	(27,828)	164,618	83.5%	32,627	
Net Income/(Loss)	(790,640)	(678,330)	112,311	(331,647)		(458,993)	
	Budgeted	Projection	Projection to Budget	YTD Actual	YTD Actual Surplus / (Deficit)		Status
Wastewater CIP Fund							
Project Development	50,000	26,667	(23,333)	5,741	44,259		Project in process
Impact Fee Study	37,500	37,500	-	20,185	17,315		Project Completed
Digester Planning	100,000	77,320	(22,680)	-	100,000		Design Contract Committed
Future WWTP	81,478	81,478	-	-	81,478		Contract committed, Phase 1 of
	268,978	222,965	(46,013)	25,926	243,052		Regional study completed
Wastewater Operations							
Operational Capital Outlays	30,000	30,000	-	5,587	24,413		
E-pump	19,089	19,089	-	19,089			
Pumps	-	11,960	11,960	11,960			Replacement pumps not budgeted.
	49,089	61,049	11,960	36,636	24,413		
Total budgeted purchases	318,067	284,014	(34,053)	62,562	267,465		

Two Scenarios for City's Enterprise Budget Projection

Reasonably Conservative Projection Assumptions

- Revenue at 99% collections for remainder of the year. (1% write off vs .01% historical)
- No future penalties assessed
- Actual Legal fees will be \$345k over budget

Overly Conservative Projection Assumptions

- Revenue at 98% collections through end of the year. (2% write off vs. historical .01%)
- No future penalties assessed
- Actual Legal fees will be \$400k over budget



Two Scenarios for City's Enterprise Fund Budget Projection

Reasonably Conservative Projection Assumptions

Loss on Collections	(\$45,000)
Loss on Penalties	(\$12,000)
Legal Fees	<u>(\$345,000)</u>
Total projected Loss	(\$402,000)

Personnel Savings	\$165,000
Capital Projects	\$140,000
Other Ops Savings	<u>\$28,000</u>
Projection Higher/(lower) than Budget	(\$69,000)

Budgeted Deficit:	(\$105,000)
Projected Deficit:	<u>(\$174,004)</u>
Projection Higher/(lower) than Budget	(\$69,000)

Overly Conservative Projection Assumptions

Loss on Collections	(\$95,000)
Loss on Penalties	(\$12,000)
Legal Fees	<u>(\$400,000)</u>
Total projected Loss	(\$507,000)

Personnel Savings	\$165,000
Capital Projects	\$140,000
Other Ops Savings	<u>\$28,000</u>
Projection Higher/(lower) than Budget	(\$174,000)

Budgeted Deficit:	(\$105,000)
Projected Deficit :	<u>(\$279,000)</u>
Projection Higher/(lower) than Budget	(\$174,000)



Water & Wastewater Capital

Water and Wastewater Capital Projects Fiscal Year 2019-20 Rollforward

	Fund Balance 2018-19	Transfer from WWW Operating	Budgeted Spend	Projected Spend	Actual YTD Spend	Fund Balance Projected 9/30/20	2020-21 Budget	Fund Balance	Comments
North Elevated Storage Tank	628,528	-	628,528	555,000	19,995	73,528	73,528	-	Design contract committed.
Creek Crossing West Waterline	400,000	-	400,000	65,000	10,740	335,000	90,000	245,000	Design contract committed.
Plant 2 Hydrotank	45,000	-	45,000	45,000	-	-	90,000	(90,000)	No contract committed.
Impact Rate Study	37,500	-	37,500	37,500	20,185	-	-	-	Study complete.
Project Development	50,000	-	50,000	26,667	5,741	23,333	-	23,333	
Unallocated Fund Balance	767,714	(422,249)	-	-	-	345,465		345,465	
Total Water CIP Fund Balance	1,928,742	(422,249)	1,161,028	729,167	56,661	777,326	253,528	523,798	
Digester and Solids Handling	-	100,000	100,000	77,320	-	22,680	450,000	(427,320)	Design contract committed at savings of \$22,680.
Impact Rate Study	-	37,500	37,500	37,500	20,185	-		-	Study complete.
Future WWTP	-	81,478	81,478	81,478	-	-	200,000	(200,000)	Contract committed, Phase 1 complete.
Project Development	-	50,000	50,000	26,667	5,741	23,333		23,333	
Unallocated Fund Balance	(153,271)	153,271	-	-	-	-		-	
Total WW CIP Fund Balance	(153,271)	422,249	268,978	222,965	25,926	46,013	650,000	(603,987)	
Total Enterprise Fund	1,775,471	-	1,430,006	952,132	82,587	823,339	903,528	(80,189)	
Budget vs Projection			477,874						

Enterprise Fund Direction needed from Council

- Water Rights Legal Fees
 - Fund from reserves or issue debt?
- SAP Projects to continue, defund, or delay?
- Decision trigger points
- Preferred communication frequency and content





CITY COUNCIL CONSIDERATION ITEM
CITY OF FAIR OAKS RANCH, TEXAS
May 7, 2020

AGENDA TOPIC: Receive and discuss a Navigating the COVID-19 Crisis and Planning for the Future Report

DATE: May 7, 2020

DEPARTMENT: Administration and Finance

PRESENTED BY: Tobin Maples, City Manager and Sarah Buckelew, Finance Director

INTRODUCTION/BACKGROUND:

Purpose of this presentation is to review the City's response to the COVID-19 Crisis, transition to recovery, and planning for next year's budget year.

POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:

Discussion/presentation item only. Refer to presentation.

LONGTERM FINANCIAL & BUDGETARY IMPACT:

Discussion/presentation item only. Refer to presentation.

LEGAL ANALYSIS:

No formal action is required but staff would appreciate receiving insight and general direction.

RECOMMENDATION/PROPOSED MOTION:

No formal action is required but staff would appreciate receiving insight and general direction.

Navigating the Crisis and Planning for the Future

May 7, 2020



Today's discussion

- ▶ Respond, Recover, Thrive
- ▶ Review of our Response to COVID
 - ▶ Revenue Projections
- ▶ Review of what Recovery will look like
- ▶ Discussion of our plan to Thrive after COVID-19
- ▶ Project Plan for the coming year



Local Government's Response to COVID-19

FIGURE 1

A timeline for COVID-19 government responses

— Level of flexibility and speed in government



Act to promote safety and continuity

- Focus on essentials
- Offer maximum flexibility
- Use maximum speed

Restore and emerge stronger

- Move toward normalcy
- Offer high flexibility
- Use high speed

Prepare for the next normal

- Build long-term enhancements to public sector
- Establish a better foundation for the future
- Create a new level of flexibility



Response

- ▶ Initial Surge – Actions to Date
 - ▶ Activated EOC
 - ▶ Triaged Business operations
 - ▶ Initiated Remote/Digital Work Capabilities
 - ▶ Enhanced Employee Safety Measures
 - ▶ Secured immediate financial needs
- ▶ Current State – Ongoing Response
- ▶ Transitioning to Recovery
- ▶ Business of Government must continue



Recovery: Even when guided by data, decisions involve uncertainty.

This doesn't mean we can stop making decisions.

FIGURE 2

Government must address challenges on three fronts



Source: Deloitte analysis.

Deloitte Insights | deloitte.com/insights



Revenue Projections FY 2020-21 and beyond

- ▶ Status of County Appraisals for 2020
 - ▶ Sales Tax
 - ▶ Interest
 - ▶ Permits
 - ▶ Court Fines
 - ▶ Water/Wastewater Revenues
-
- We're moving forward conservatively and cautiously
 - Data isn't perfect, historical actuals aren't a good target
 - Even with uncertainty, we can move forward carefully.



County Appraisals

Current assumption for 2020-21 Budget – Appraisals stay the same

- ▶ Attorney General Ruling on utilizing the 2019 valuations for the 2020 tax year based on a disaster declaration were denied.
- ▶ Current opinion is outstanding:
 - ▶ “If the statutory and Constitutional requirements of the property tax protest process are not followed for tax year 2020, noticed values and thereby taxpayer rights to due process protections are denied, must the county appraisal districts then default to the most recent tax year, 2019, in which statutory and due process requirements were met?”
- ▶ Preliminary Rolls received from Bexar and Comal



General Fund Large Expenditures to Consider

▶ Compensation Study Implementation (Estimate)	\$215,000
▶ City Hall Renovation and Civic Center	19-20 Budget Item
▶ Stormwater Utility Set up	\$50,000
▶ Drainage Projects	\$500k – \$6.2M (phased)
▶ Ammann Road Improvement	\$200,000
▶ Fair Oaks Parkway/Dietz Intersection	\$320,000
▶ Total of “smaller” projects	\$115,500
▶ IT software/equipment	\$225,000
▶ HR Capacity	TBD
▶ IT Technician (Potential offset)	
▶ Public Information Officer (Potential offset)	
▶ Mechanic or Cost share with Boerne	
▶ Stormwater Maintenance (x2) (Utility Fee)	

As budget projections firm up and we have M&O budget surplus to fund these items – how would you prioritize them?

When Budget Surplus is depleted, are you open to other funding sources?

- ▶ I&S Debt
- ▶ Stormwater Fee



Enterprise Fund Large Expenditures to Consider

▶ Compensation Study Implementation	\$70,000
▶ Water and Wastewater rate Study	\$200,000
▶ Hydro Tank at Plant 2 (Continue/complete)	\$90,000
▶ Elevated Tank (remaining Engineering Contract)	*\$73,000
▶ Balcones Creek Crossing (Complete project)	*\$90,000
▶ Solids Handling	\$450,000
▶ SCADA System Upgrade	\$150,000
▶ Regional/Local Wastewater Treatment (next steps)	\$200,000

*Project already has reserves set aside

- As budget projections firm up and if we have budget surplus to fund these items – how would you prioritize them?
- If we're able to fund it all, do you want to advance them all?
- If the budget surplus is depleted, are you open to other funding sources?
 - Increase Water/Wastewater Fees
 - Revenue Bonds
 - Public/Private Partnership



What high level guidance are you willing to give today?

- ▶ Stormwater Funding
 - General Fund I&S Debt
 - (or) Separate Fee with Revenue Bonds
- ▶ General Fund Debt or Reserves for Capital Projects
 - Ammann Road and Parkway/Dietz Intersection
 - SCADA System upgrade and IT infrastructure
- ▶ Enterprise Fund
 - Increase Water/Wastewater Fees
 - Revenue Bonds
 - Public/Private Partnership
- ▶ Personnel
- ▶ Legal Fees
 - Enterprise Fund Reserves or Debt





CITY COUNCIL CONSIDERATION ITEM
CITY OF FAIR OAKS RANCH, TEXAS
May 7, 2020

AGENDA TOPIC: Discuss and consider initiatives to evaluate and implement that provide temporary financial or regulatory relief to citizens relative to Covid-19 impacts.

DATE: May 7, 2020

DEPARTMENT: Administration

PRESENTED BY: Council Member Patel & Tobin Maples, City Manager

INTRODUCTION/BACKGROUND:

At the April 16, 2020 Council meeting, Councilmember Patel requested that staff evaluate opportunities within its ordinances and programs to provide temporary financial or regulatory relief to our citizenry during this unprecedented time. As an example, Councilmember Patel referenced potentially pushing back testing deadlines associated with our new Cross-Connection Control and Backflow Prevention program that requires compliance by October 1, 2020. Without creating an enormous amount of risk for the City, an initiative of this nature would provide our citizenry with additional time (temporary relief) to retain a certified backflow prevention assembly tester as well as a few months delay on potential testing fees and any other additional compliance cost.

In this spirit, Staff reviewed and discussed possibilities that we believe warrant consideration. As a reminder, the Texas Constitution prohibits a city from giving a gratuitous donation or gift. An example of a prohibited gift or donation would be providing free water and wastewater services (no charge). A city could eliminate late payment charges, reduce rates, and/or prohibit disconnection from the utility due to nonpayment.

For discussion purposes, possibilities that may warrant consideration are as follows:

- Cross-Connection Control and Backflow Prevention: The current deadline to complete testing is September 30, 2020. This deadline could be pushed to December 31, 2020. An extension of this nature would be simple to implement through a series of targeted public service announcements. Further, it would provide residents additional time to procure a certified tester as professional services of this nature program mobilization relative backlog and new demand.
- Utility Payment Late Fees: Fee could be suspended for a defined period (6 months, etc.). On a case by case basis, this initiative is already being practiced at the directive of the City Manager. To date, it has not been an issue.
- Food Establishment Permits: Existing food establishment permits could be extended for a defined period (6 months, etc.). An extension of this nature would provide food establishments with additional time to monitor and program expenditures as they reopen and adjust individual business proforma. Currently, all food establishment permits are renewed in January of each calendar year. Accordingly, most of our local operations have already renewed for calendar year 2020. Captured revenue for the current fiscal year is

- \$4,110. The budget for this item was \$2,700, and the City is not expecting any additional permits for the remainder of the year. If we provide a six-month extension, projected revenue would be collected in July 2021 as opposed to January 2021.
- Animal Registration Fees: Fees could be reduced by 50% for a defined period (6 months, etc.). Registration of dogs and cats is required on an annual basis. The fees are \$5 and \$10 respectively for neutered/spayed and unneutered/unspayed. The current fiscal year revenue projection is \$1,500. Actual current fiscal year revenue is \$440. Pet tag registrations were temporarily suspended while City lobbies were shut down, and overall pet tag registrations have been lower than expected for the current year.
- Temporary Signs: Permit fees for temporary signs/banners (grand opening/reopening, etc.) could be reduced by 50% for a defined period (6 months, etc.). Temporary signs are allowed for 30-day periods, once every four months. The current fee is \$25 per application.
- Golf Cart Registration: Permit fees could be reduced by 50% for a defined period (6 months, etc.). The current fee is a onetime fee of \$20 per golf cart.
- Various Building Permits (Fence/Pool/Remodel Permits, etc.): Permit fees could be reduced by 50% for a defined period (6 months, etc.). An initiative of this nature would provide financial relief as well as assist with reopening the economy. The current FY projection is \$ 212,000 for the year, with \$120,000 revenue realized. Reducing the projected remaining revenue expected by 50% could result in a loss of \$46,000, but might also result in an increase in volume of permits, which could neutralize a portion of the loss.
- Others: ?

* The City's adopted fee schedule is attached.

POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:

Provides temporary relief to the citizenry relative to Covid-19 impacts.

LONG-TERM FINANCIAL & BUDGETARY IMPACT:

TBD

LEGAL ANALYSIS:

The City establishes fees (fee schedule) by ordinance. Accordingly, it will be necessary to approve an ordinance that temporarily makes each of these adjustments for a defined period. The fees would revert back upon expiration of the defined period. Further, the ordinance will need to make a finding of public purpose such as the Covid-19 pandemic

RECOMMENDATION/PROPOSED MOTION:

No formal action is required but staff would appreciate receiving insight and general direction from the Council.

APPENDIX A

FEE SCHEDULE

ARTICLE A1.000 ANIMALS

- (a) Registration and tag fee:
 - (1) Neutered/spayed dogs/cats: \$5.00.
 - (2) Unneutered/unspayed dogs/cats: \$10.00.
 - (3) Replacement tag: \$2.00.
 - (b) Impound fee (per animal/per day):
 - (1) First impoundment: \$30.00.
 - (2) Second impoundment: \$50.00.
 - (3) Third and subsequent impoundment, applies to animal impounded within a 12-month calendar: \$75.00.
 - (c) Owner surrender: \$40.00.
 - (d) Boarding fee (per animal/per day): \$15.00.
 - (e) Residential quarantine (10-day period): \$50.00.
- (Ordinance 2018-12, ex. A, adopted 11/15/18)

ARTICLE A2.000 DEVELOPMENT/BUILDING FEES

- (a) Building permit/inspection (new homes): \$0.52 per square foot.
- (b) Building permit/inspection (commercial new): \$0.60 per square foot.
- (c) Building permit/inspection (commercial addition): \$0.50 per square foot plus fixture fee total*.
- (d) Building permit/inspection (commercial remodel): \$0.44 per square foot plus fixture fee total*.

- (e) Building permit/inspection (residential remodel): \$0.36 per square foot plus fixture fee total*.
- (f) Building permit/inspection (residential addition): \$0.40 per square foot plus fixture fee total*.
- (g) Detached building permit (no living area): \$0.30 per square foot plus fixture fee total*.
- (h) Miscellaneous permits: \$50.00 plus fixture fee total*.
- (i) Swimming pool permit: \$400.00.
- (j) Solar permit: \$8.00 per panel.
- (k) Irrigation/backflow permit: \$50.00.
- (l) Driveway approach: \$50.00.
- (m) Fence permit fee: \$50.00.
- (n) Moving building permit including temporary structures: \$100.00.
- (o) Demolition building permit fee: \$100.00.
- (p) Extension of expired permit: 50% of original permit fee (good for 60 day period).
- (q) Administrative fee for cancellation of issued permit: 10% of permit fee.
- (r) Reinspection: \$50.00.
- (s) Contractor registration: \$75.00.
- (t) Plan review fee (commercial only): 50% of the cost of permit fee.
- (u) Floodplain development permit: \$50.00.
- (v) Board of appeals (building codes): \$75.00 (nonrefundable).
- (w) Penalty fees:
 - (1) Failure to obtain certificate of occupancy prior to occupying: \$200.00.
 - (2) Failure to obtain permit prior to construction: Double of original permit fee.

(x) *Fixture fees (add \$2.50 for each of the following):

- (1) Receptacle.
- (2) Switch.
- (3) Light fixture.
- (4) Ceiling fan.
- (5) Smoke/carbon monoxide detector.
- (6) Refrigerator/freezer.
- (7) Ice machine.
- (8) Exhaust fan.
- (9) Vent hood.
- (10) Dishwasher.
- (11) Clothes washer.
- (12) Clothes dryer.
- (13) Range/cooktop.
- (14) Trash compacter.
- (15) Log lighter.
- (16) Barbeque.
- (17) Pressure reducing valve.
- (18) Expansion tank.
- (19) Steam unit.
- (20) Sink (lavatory, kitchen, laundry).
- (21) Tub/shower.

(22) Water closet.

(23) Hose bib.

(24) Fire sprinkler head.

(y) *Fixture fees (add \$5.00 for each of the following):

(1) Electric panel.

(2) Water heater/ boiler.

(3) Water softener.

(4) Sewer line.

(5) Water line.

(6) Grinder pump.

(7) Jacuzzi.

(8) Fire sprinkler riser.

(9) Backflow preventer (nonirrigation).

(z) *Fixture fees (miscellaneous):

(1) HVAC: Add \$10.00 per ton capacity.

(Ordinance 2019-08 adopted 8/1/19)



ARTICLE A3.000 COPIES AND MISCELLANEOUS SERVICES

(a) Paper copies:

(1) Up to 8-1/2 x 11) per page: \$0.50.

(2) 8-1/2 x 14 and 11 x 17 per page: \$1.00.

(3) 24 x 36–48" x 36" per page: \$10.00.

(b) Copies of public records through PIA request: As set forth by Texas Administrative Code, chapter 70.

- (c) Copies of police offense and incident report: As set forth by Texas Administrative Code, chapter 70.
- (d) Copies of accident or crash report: \$6.00.
- (e) Faxes:
 - (1) Sending local: \$3.00.
 - (2) Sending long distance: \$4.00.
 - (3) Receiving: \$3.00.
- (f) Returned check , ACH, and/or credit card charge: \$35.00.
- (g) Credit card service fee: 2.5% of total charge.
- (h) Nonresident fingerprinting service: \$10.00.
- (i) Sign variance: \$100.00.
- (j) Nonconforming sign removal and impound, per day: \$10.00.



ARTICLE A4.000 RESERVED



ARTICLE A5.000 MISCELLANEOUS PERMITS



Sec. A5.001 Peddler's permit

- (a) Application, per person: \$40.00.
- (b) Issuance, per person: \$30.00.



Sec. A5.002 Food establishment permits

- (a) Gross annual income of food establishment based on prior year food sales as shown by federal or state income reports/statements:
 - (1) \$0.00–\$24,999.99: \$125.00.
 - (2) \$25,000.00–\$49,999.99: \$150.00.
 - (3) \$50,000.00–\$149,999.99: \$225.00.

(4) \$150,000.00 or more: \$325.00.

- (b) Late fee assessment, per day: \$5.00.
- (c) Convenience store/mini-marts selling pre-packed food: \$125.00.
- (d) Roadside vendor: \$100.00.
- (e) Bed and breakfast: \$100.00.
- (f) Foster care inspection fee: \$35.00.
- (g) Childcare center: \$75.00.
- (h) Temporary event—4-day event (paid before event): \$30.00.
- (i) Nonprofit organizations are exempt from paying fees but must comply with TAC rule 229.372(c).

 Sec. A5.003 Golf cart permit

- (a) Golf cart permit: \$20.00.
- (b) Golf cart replacement permit sticker: \$5.00.

 ARTICLE A6.000 MUNICIPAL COURT FEES

- (a) Municipal court security fee: \$3.00.
- (b) Municipal court technology fee: \$4.00.
- (c) Municipal court time payment fee: \$25.00.
- (d) Warrant processing fee: \$25.00.

 ARTICLE A7.000 WASTEWATER SERVICE CHARGES

- (a) Wastewater rates.

(1) Service availability: Based on the previous year's service availability rate plus inflation factor.

- (b) Wastewater fees.

(1) Texas Commission on Environmental Quality (TCEQ): The annual TCEQ wastewater fee divided by number of service connections the month payment is made to TCEQ.

(2) Debt service: The wastewater portion of the total debt payment (including principal and interest) in upcoming fiscal year divided by number of service connections.

(3) Capital reserve: The budget goal divided by number of service connections.

(c) Impact fee:

(1) Final plat approval between Dec 7, 1999–Jan 15, 2004: \$1,028.00.

(2) Final plat approval between Jan 16, 2004–Dec 13, 2014: \$1,006.95.

(3) Plat recordation between Dec 14, 2014–current: \$1,550.00.

(d) Wastewater connection fee, per occurrence: \$700.00.

(e) Tap fee: Personnel charge + material/equipment charge (see public works).

(f) Inspection fee - private tap, per account: \$50.00.

(g) Service charge for city infrastructure damage repair caused by 3rd party, per hour: Personnel charge + material/equipment charge (see public works).



ARTICLE A8.000 SUBDIVISION/LAND DEVELOPMENT REGULATION FEES

(a) Vested rights verification letter: \$100.00.

(b) Zoning verification letter: \$100.00.

(c) Rezoning application: \$600.00.

(d) Zoning board of adjustment variance/appeal application: \$300.00.

(e) Replat: \$600.00.

(f) Amending plat:

(1) Administratively: \$250.00.

(2) Public hearing: \$600.00.

- (g) Subdivision plat (includes preliminary and final): \$600.00 + \$50.00 per lot.
- (h) Vacation of subdivision plat: \$200.00.
- (i) Development plats: \$600.00 + \$50.00 per acre.
- (j) Plat extension: \$150.00.
- (k) County recordation fees: Actual as determined by the county clerk + federal mileage rate.
- (l) Site plan: \$100.00.
- (m) Planned unit development:
 - (1) Plan review: \$600.00 + \$50.00 per acre.
 - (2) Amendment: \$600.00 + \$50.00 per acre.
- (n) Specific use permit: \$600.00 + \$50.00 per acre.
- (o) Traffic impact analysis review fee: Actual cost of consultant.
- (p) Variance application to subdivision/development regulations: \$100.00.



ARTICLE A9.000 WATER CHARGES

- (a) Tap fee, per account:
 - (1) 3/4": \$700.00.
 - (2) 1": \$700.00.
 - (3) Over 1": Personnel charge + material/equipment charge (see public works).
- (b) Meter install, per account:
 - (1) 3/4": \$625.00.
 - (2) 1": \$800.00.
 - (3) Over 1": Personnel charge + material/equipment charge (see public works).
- (c) Inspection fee - private tap, per account: \$50.00.

- (d) Disconnect fee, nonpayment: \$75.00.
- (e) Reconnect fee:
 - (1) Nonpayment (service performed 8:00 a.m.–4:00 p.m.): \$75.00.
 - (2) Customer request (service performed 8:00 a.m.–4:00 p.m.): \$75.00.
 - (3) After hours service: \$150.00.
- (f) Move water meter: Personnel charge + material/equipment charge (see public works).
- (g) MXU replacement due to customer damage: Personnel charge + material cost.
- (h) Meter replacement due to customer damage: Personnel charge + material cost.
- (i) Water hydrant:
 - (1) Application fee: \$30.00.
 - (2) Hook up and disconnect: \$150.00.
 - (3) Monthly maintenance: \$50.00.
- (j) Personnel charge for service operations, per hour:
 - (1) Regular business hours (7:30 a.m.–4:30 p.m., Monday–Friday): \$35.00.
 - (2) After regular business hours: \$70.00.
- (k) Service charge for city infrastructure damage repair caused by 3rd party, per hour: Personnel charge + material/equipment charge (see public works).
- (l) Application fee: \$30.00.
- (m) Late charge: 10%.
- (n) Water rates:
 - (1) Service availability:
 - (A) 3/4" meter: \$26.48.
 - (B) 1" meter: \$28.01.

(C) 1-1/2" meter: \$41.02.

(D) 2" meter: \$48.33.

(E) 3" meter: \$62.94.

(F) 4" meter: \$94.42.

(2) Tiered volume charges:

(A) Residential (cost per 1,000 gallons):

(i) 0-6,000 gallons: Base service charge.

(ii) 6,001 gallons to 12,500 gallons: \$3.81.

(iii) 12,501 gallons to 25,000 gallons: \$4.76.

(iv) 25,001 gallons to 50,000 gallons: \$7.14.

(v) 50,001 gallons to 75,000 gallons: \$10.72.

(vi) 75,0001 gallons to 100,000 gallons: \$16.07.

(vii) Over 100,000 gallons: \$24.11.

(B) Commercial (cost per 1,000 gallons):

(i) 0-6,000 gallons: Base service charge.

(ii) 6,001gallons to 50,000 gallons: \$3.25.

(iii) 50,001 gallons to 100,000 gallons: \$4.87.

(iv) 100,001 gallons to 150,000 gallons: \$7.31.

(v) Over 150,000 gallons: \$10.97.

(o) Water fees:

(1) Surface water: Cost of water distributed by GBRA calculated in dollars per thousand gallons times 6,000 gallons minimum and billed at 75%.

(2) Texas Commission on Environmental Quality: The annual TCEQ water fee divided by number of service connections the month payment is made to TCEQ.

(3) Trinity Glen Rose Groundwater Conservation District: The ratio of total monthly water produced divided by total monthly water billed times the TGRGCD prevailing rate.

(4) Debt service: The water portion of the total bond payment (including principal and interest) in upcoming fiscal year divided by number of service connections as determined on June 1st annually.

(5) Capital reserve: The budget goal divided by number of service connections as determined on June 1st annually.

(p) Bulk water rates (per 1000 gallons):

(1) 0 gallons to 75,000 gallons: \$5.65.

(2) 75,001 gallons and over: \$6.30.

(q) Nonpotable water rates:

(1) 0 gallons to 6,000 gallons: \$25.00.

(r) Tiered volume charges per 1,000 gallons:

(1) 6,001–100,000 gallons: \$1.20.

(2) 100,001–200,000 gallons: \$1.55.

(3) Each 1,000 gallons over 200,000 gallons: \$2.00.

(s) New lawn watering permit: \$25.00.

(t) Lawn watering variance: \$50.00.

(u) Variance from drought stage, non refundable: \$150.00.

(v) Drought surcharge rates:

(1) Stage 1, moderate water shortage conditions - residential cost per 1,000 gallons:

(A) 0–25,000 gallons: \$0.00.

- (B) 25,001–40,000 gallons: \$5.00.
- (C) 40,001–60,000 gallons: \$6.00.
- (D) 60,001–75,000 gallons: \$7.00.
- (E) 75,001–100,000 gallons: \$10.00.
- (F) Over 100,000 gallons: \$12.50.

(2) Stage 2, severe water shortage conditions - residential cost per 1,000 gallons:

- (A) 0–18,000 gallons: \$0.00.
- (B) 18,001–25,000 gallons: \$5.00.
- (C) 25,001–40,000 gallons: \$7.50.
- (D) 40,001–60,000 gallons: \$10.00.
- (E) 60,001–75,000 gallons: \$15.00.
- (F) 75,001–100,000 gallons: \$20.00.
- (G) Over 100,000 gallons: \$30.00.

(3) Stage 3, critical water shortage conditions - residential cost per 1,000 gallons:

- (A) 0–18,000 gallons: \$0.00.
- (B) 18,001–25,000 gallons: \$5.00.
- (C) 25,001 –40,000 gallons: \$7.50.
- (D) 40,001–60,000 gallons: \$10.00.
- (E) 60,001–75,000gallons: \$15.00.
- (F) 75,001–100,000 gallons: \$20.00.
- (G) Over 100,000 gallons: \$30.00.

(w) Impact fee:

- (1) Final plat approval between Dec 7, 1999–Jan 15, 2004: \$960.00.
- (2) Final plat approval between Jan 16, 2004–Dec 13, 2014: \$1,668.58.
- (3) Plat recordation between Dec 14, 2014–current: \$5,400.00.



ARTICLE A10.000 SIGN FEES

(a) Permit fee:

- (1) Temporary signs (subdivision, banner, new business): \$25.00.
- (2) Permanent signs (subdivision, commercial): \$100.00.

Code reference—Chapter 15, article 15.01, sections 15.01.008, 15.01.011, 15.01.013.



ARTICLE A11.000 PUBLIC WORKS

(a) Service charge for city infrastructure damage repair caused by 3rd party, per hour:

- (1) Mini-excavator: \$45.00 + personnel charge.
- (2) Sweeper: \$55.00 + personnel charge.
- (3) Skid steer with attachment (sweeper, grapple, compactor): \$55.00 + personnel charge.
- (4) Backhoe: \$55.00 + personnel charge.
- (5) Chipper: \$30.00 + personnel charge.
- (6) Dump truck: \$30.00 + personnel charge.
- (7) Crane truck: \$30.00 + personnel charge.
- (8) Service truck with tools: \$25.00 + personnel charge.
- (9) Air compressor: \$20.00 + personnel charge.
- (10) Saw: \$15.00 + personnel charge.
- (11) Jack: \$10.00 + personnel charge.
- (12) Televising wastewater main: \$150.00 + personnel charge.

- (13) Trailer pump: \$30.00 + personnel charge.
- (14) Pump, water: \$15.00 + personnel charge.
- (15) Pump, sewer: \$15.00 + personnel charge.
- (b) City sign repair: Actual cost + personnel charge.
- (c) Personnel charge for service operations, per hour:
 - (1) Regular business hours (7:30 a.m.–4:30 p.m., Monday–Friday): \$35.00.
 - (2) After regular business hours: \$70.00.
- (d) Right-of-way construction permit: \$100.00.
 - (1) Failure to obtain permit: \$50.00.

(Ordinance 2018-12, ex. A, adopted 11/15/18)