



CITY OF FAIR OAKS RANCH
AGENDA – CITY COUNCIL REGULAR MEETING
March 19, 2015; 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

III. CITIZENS and GUEST FORUM / PRESENTATIONS

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. Oak Wilt Study Report by Kevin Belter, Arbor Care and Consulting.

P1-P3

IV. 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 February 19, 2015 Regular City Council Meeting Minutes.

B. Approval of February 9, 2015 Special City Council Meeting Minutes.

P4-P6
P7-P8

V. CONSIDERATION ITEMS

A. Approval of FY 2013-2014 Financial Audit.

Armstrong, Vaughan & Associates

VI. REPORTS FROM STAFF / COMMITTEES / COUNCIL

A. Staff:

1) City Administrator – Work Plan Status Report on human resource initiatives, financial management initiatives, governance, and public safety building.

2) Deputy City Administrator - Personnel Changes - New Hires: Building Codes Admin. Clerk and Part time Finance Assistant. Departures: Police Officer, and Certificate of File Destruction.

B. Committee Reports – Alderman Mark Anderson:

1) Capital Improvement Advisory Committee March 2, 2015 Semiannual Progress Report.

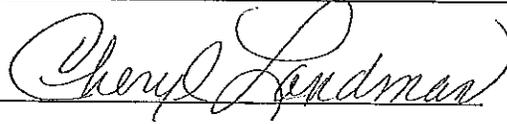
P9-P12
P13
P14

C. Mayor:

- 1) Status report on the Partnership Water Study with City of San Antonio and City of Fair Oaks Ranch.

VII. ADJOURNMENT

Signature of Agenda Approval:



I, Priscilla Abrego, Deputy City Secretary, certify that the above Notice of Meeting was posted on the outside bulletin board at the Fair Oaks Ranch City Hall, 7286 Dietz Elkhorn, Fair Oaks Ranch, Texas, and on the city's website www.fairoaksranchtx.org, both places being convenient and readily accessible to the general public at all times. Said Notice was posted by 1:00 p.m., Friday, March 13, 2015 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 *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).



City of Fair Oaks Ranch
7286 Dietz Elkhorn
Fair Oaks Ranch, TX 78015

Outline of Oak Wilt Presentation

City Council Meeting, Mar. 19th

I. The Situation

- A. At Least Five Oak Wilt Mortality Centers in FOR**
 - 1. Review Map**
- B. Human activity is increasing chances of other new outbreaks**
 - 2. Review Survey document**

II. Towards a Solution

- A. Many municipalities in region (i.e. San Antonio, Austin, Shavano Park, Hollywood Park, Alamo Heights, Castle Hills, Helotes, et. al), have and are developing more effective ordinances**
- B. Biggest problem is the lack of enforcement – destined to failure**
- C. Recommend City Council direct staff to work with ArborCare & Consulting to amend the city ordinance to include additional tree and habitat protection and oak wilt control methods**
- D. Questions**



City of Fair Oaks Ranch
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Fair Oaks Ranch, TX 78015

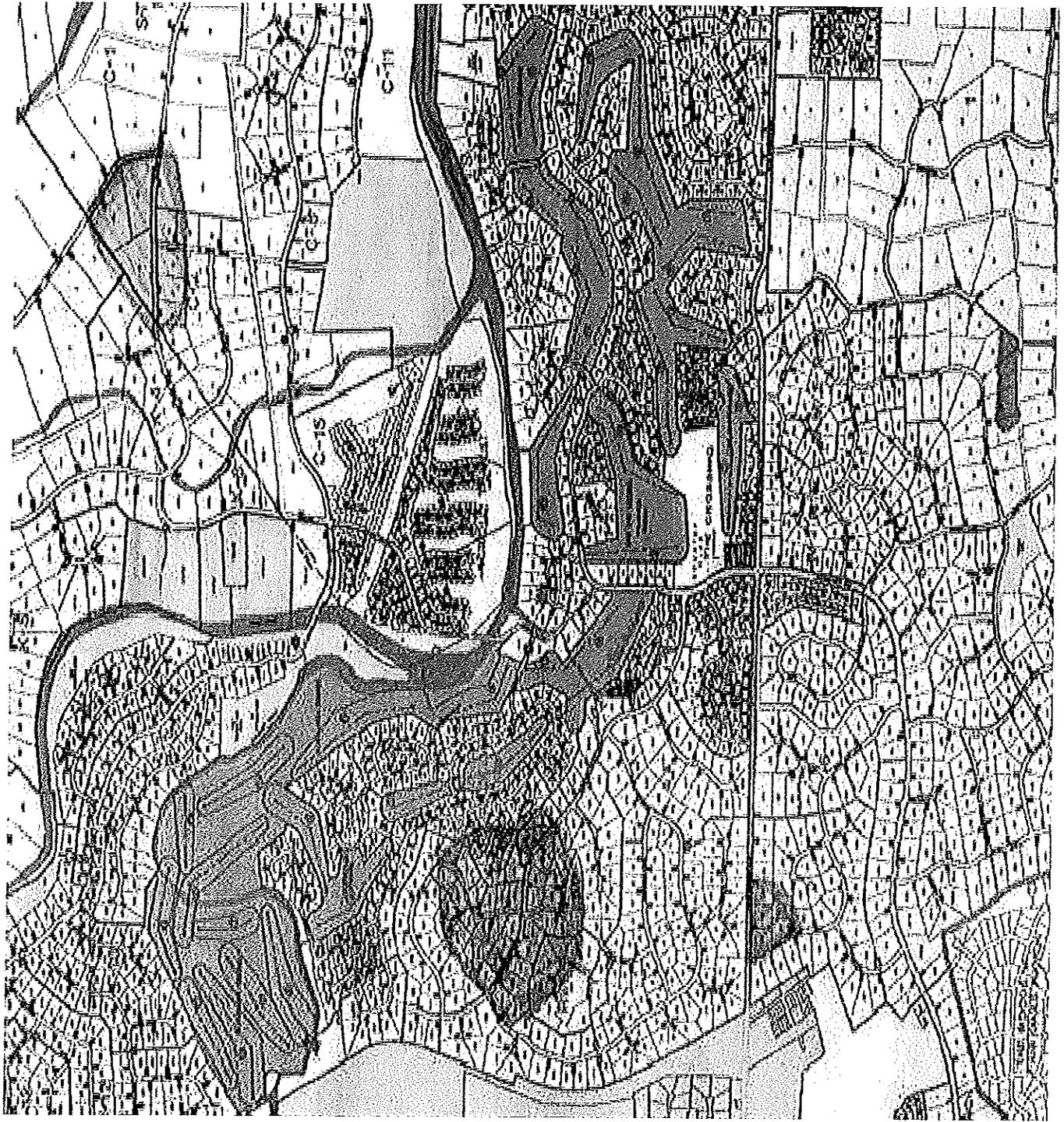
Oak Wilt Consult Observations

What follows below are the observations made during a multiple day driving and occasional foot inspection of the entire Fair Oaks Ranch city limits. Potential small oak wilt centers may exist on lots visibly inaccessible from my driving perspective.

- There are five separate oak wilt mortality centers within Fair Oaks Ranch, currently affecting a total of 101 lots. The following are close approximations of lots that are affected and lots in imminent proximity within the five oak wilt mortality centers (will be showing symptoms in near future).
 1. The Falls: 3 lots
 2. Rocking Horse Ln.: 4 lots
 3. Noble Lark: (oldest site, trench installed and still holding for now) 9 lots
 4. Silver Spur Trail: 12 large lots
 5. Raintree Woods & Fairways: (largest mortality center): 73 lots
- Though I did not see any symptoms of oak wilt as yet, I did observe that every construction site (special attention given to: Front Gate, Setterfield, and Stone Creek Ranch), showed damages caused in various stages of construction. Initial clearance by excavators, grading with skid steers, sky lifts moving materials, framers and masons using circular saws for clearance, and landscapers with trenchers and skid steers. It was grossly apparent that injury to living tissue was not sealed with paint. Constant, large scale damage leaves only one conclusion – it is not a matter of if, but when a new mortality center occurs as a result of construction activity.
- At present, the golf course inspection did not result in any findings but is only approximately two years distance from the oak wilt center edge in the Falls and the Fairways. The Blackjack course is approximately 40% Live Oaks and the Live Oak course is approximately 70% Live Oaks. Oak wilt would devastate the courses.

Conclusion:

I cannot emphasize enough that the proposed tree preservation and oak wilt ordinances should be amended and adopted in their entirety in order to protect the canopy cover that this city draws its name and identity and value from.



MINUTES, FEBRUARY 19, 2015
City of Fair Oaks Ranch
7286 Dietz Elkhorn
Fair Oaks Ranch, TX 78015

I. ROLL CALL

Council members present included Mayor Pro Tem Fothergill, Aldermen Damstra, Anderson and Schmidt, and Alderwoman Havard. Having a quorum present, Mayor Landman called the regular City Council meeting to order at 7:00 p.m.

II. OPEN MEETING

Pledge of Allegiance was led by Andy Joslin, Municipal Services Manager, Republic Services.

III. CEREMONIAL EVENT

Fair Oaks Ranch Police Chief Rubin presented Corporal Moring with a Life Saving Award for saving a life that otherwise would have been lost.

IV. CITIZENS AND GUEST FORUM/PRESENTATION

Ken Nichols, 31043 Cibolo Run, asked that citizens be given the opportunity to speak at all council meetings and encouraged a vote of yes on the sidewalk project but also consider adding, for increased public safety, a second sidewalk on the east side of Battle Intense

Rich Nichols, 8115 Windmill Circle, has noticed increased activity between the City and The Reserve developer and an increased number of City Council closed sessions and asked that the Council provide an update, to the extent possible, on The Reserve as residents remain interested in this issue.

Steve Hartpence, Meadow Creek Trail, echoed Mr. R. Nichols request, cautioned Council to be transparent and open to its' citizens and, noted their transcript of the Nov 20, 2014 Council meeting clearly states groundwater wells are to be tested on the property.

Shirley Wold, 30003 Cibolo Trace, encouraged Council to consider a second sidewalk on the eastside of Battle Intense for increased pedestrian safety.

Bud Paulson, Kendall Appraisal District Board Director stated Kendall Appraisal Chief Appraiser has recently resigned and an Interim has been appointed, the District passed their 2013 Audit, local values met state regulations, the District attained a 100% score on the state match review, and that all Kendall county properties in Fair Oaks Ranch will be fully appraised in 2017.

Dwayne Robinson, Constituent Services Director, Office of Bexar County Judge Wolff stated two meetings of the suburban cities have been held to discuss common issues/challenges facing the cities and Bexar County.

V. CONSENT AGENDA

MOTION: Made by Alderman Damstra, seconded by Mayor Pro Tem Fothergill to approve the January 15, 2015 regular city council meeting minutes, Resolution 2014-02 calling for the May 2015 general election, authorizing the City Secretary to sign a joint election agreement and a contract for election services with Bexar County, declaring FORU water meter's as surplus and authorizing the sale as scrap, and to approve the October-December 2014 investment report.

QUESTION: When noted by Alderwoman Havard that no dollar amount is listed on the contract for election services, City Secretary Vanzant stated the amount is unknown until after the Feb. 27 filing deadline but based on the past, she estimates the cost to be about \$6000.

VOTE: 5-0.

VI. CONSIDERATION ITEMS

A. Approval of authorizing the Battle Intense Pathway Mobility design and authorizing the Public Works Department to proceed

City Engineer in Training Garcia presented a proposed design of a sidewalk along the west side of Battle Intense from Keeneland Drive to the existing sidewalk south of Cibolo Creek. The estimated cost is \$157,659 - the City has budgeted \$200,000 for the project.

MOTION: Made by Alderman Anderson, seconded by Alderman Damstra to approve the Battle Intense Pathway Mobility design and to proceed with the project.

DISCUSSION: Alderman Schmidt requested we consider another sidewalk on the opposite side for safety reasons and based on what he knows this could be done with the remaining funds budgeted. Alderwoman Havard requested, instead of a second sidewalk, alternate options be investigated for safety issues. Alderman Anderson expressed doubt that a second sidewalk could be done for \$50,000 and suggested delaying this option until a later time.

1st

AMENDING MOTION: Made by Alderman Anderson to determine a cost estimate to add a second sidewalk on the east side of Battle Intense and to determine best timing to do so, if to be done. (Note: No second was made)

2nd

AMENDING MOTION: Made by Alderwoman Havard, seconded by Mayor Pro Tem Fothergill to explore additional safety options in lieu of a second sidewalk.

DISCUSSION: Alderwoman Havard explained safety options to explore could include bubbles on the road and crosswalks as golf cart drivers, bicyclist, runners, etc. will not use sidewalks but will use the road.

VOTE on 2nd :

AMENDING MOTION: 4-1 (Alderman Schmidt - Nay)

VOTE on 1st

AMENDING MOTION: 4- 1 (Alderwoman Havard - Nay)

VOTE ON MAIN

MOTION as AMENDED:5-0

VII. REPORTS

A. Public Works Director Emmons reviewed the streets for this year's annual street maintenance project; noting that none are on the bond street list. When asked by Alderman Anderson, Emmons stated no road closures are anticipated. Alderman Schmidt expressed concern of having Battle Intense on the schedule due to the major construction in the area with heavy truck traffic. Emmons noted it is time to chip seal Battle Intense as it has been delayed a couple of years; if we don't, the base of the road will start to get affected.

B. Police Chief Rubin presented the police department's annual report showing a slight decrease from last year in traffic enforcement, in arrests, in alcohol and drug violations, and in burglaries. Total time officers out of the city slightly increased as well as total number of police service calls and assists to other agencies.

C. City Secretary Vanzant reported four candidates have filed for the May election with Place 3 having 2 candidate filings. As of December 2014, she noted Sergeant Davila reached 10 years of employment with the city and, that Officer Harm, Utilities serviceman Lozano, and Public Works Administrative Assistant Picioccio reached 5 years.

D. City Administrator Jahns reviewed his work plan noting the building codes permit clerk has been hired, the deputy city secretary has been promoted to city secretary, and that a project manager for the new public safety building has been hired on a part time basis. The oak wilt study has been

completed-a report will be given in March. Due to the May election with definitely one new council member coming into office, the strategic planning process is delayed to afford the new member or members an opportunity to participate. The Mayor has moved forward with the citizen engagement survey.

VIII. CONVENE INTO CLOSED SESSION

Pursuant to Section 551.101 of the Open Meetings Act, Texas Gov't Code, a quorum of the governing body convened into closed session at 8:36 p.m. to consult with the City Attorney on legal issues regarding The Reserve at Fair Oaks Ranch development.

IX. RE-CONVENE INTO OPEN SESSION

City Council re-convened into open session at 9:11 p.m. Mayor Landman stated the City Attorney and City Administrator were given direction to talk to the attorney and developer of The Reserve.

VIII. ADJOURNMENT

Mayor Landman adjourned the meeting at 9:13 p.m.

Mayor Cheryl Landman

ATTEST:

City Secretary C. Vanzant

MINUTES, FEBRUARY 9, 2015
City of Fair Oaks Ranch
7286 Dietz Elkhorn
Fair Oaks Ranch, TX 78015

I. ROLL CALL

Council members present include Mayor Pro Tem Fothergill, Aldermen Damstra, Anderson and Schmidt, and Alderwoman Havard. Having a quorum present, Mayor Landman called the special City Council meeting to order at 2:00 p.m.

II. CONVENE INTO CLOSED SESSION

Pursuant to Texas Government Code Section 551.101, City Council convened at 2:01 p.m. into closed session to consult with the City Attorney on legal issues regarding The Reserve at Fair Oaks Ranch development.

III. RE-CONVENE INTO OPEN SESSION

City Council re-convened into open session at 3:07 p.m.

IV. CONSIDERATION ITEMS

A. Consideration of authorizing the Interim City Administrator to sign a Municipal Advisory Agreement with Samco Capital Markets, Inc.

Mark McLiney, Senior Managing Director, Samco Capital Markets, noted the company, founded in 1987, is a privately held, employee owned broker specializing in public financing. They have over 50 experienced professionals many with over 20 years of experience.

MOTION: Made by Alderman Anderson, seconded by Alderman Damstra to approve authorizing the Interim City Administrator to sign an Agreement with Samco Capital Markets, Inc.

DISCUSSION: None.

VOTE: 5-0.

B. Consideration on authorizing Mark McLiney and Andrew Friedman, Samco Capital Markets, to serve as Municipal Advisor on the G.O. bond sale, to determine the terms of sale, and other matters related to the sale of the bonds and authorizing staff to work with them in facilitating the bond sale

Mark McLiney noted that due to the rallying of the bond market, interest rates are again approaching record lows; thus, it's time to finalize the terms of the city's G.O. bond sale. He recommends a 15 year term with a standard 10-year call option, sale date of April 16, 2015, utilize Standard and Poor's bond rating service, and to sell the bonds through a competitive offering.

MOTION: Made by Alderwoman Havard, seconded by Mayor Pro Tem Fothergill to approve authorizing Mark McLiney and Andrew Friedman to serve as municipal advisors and to authorize bond sale terms as recommended.

DISCUSSION: None.

VOTE: 5-0.

V. DISCUSSION

A. Review of the 2015 Citizen Engagement Values/Functions survey by Mayor Landman

Mayor Landman reviewed the test survey questions which are based on the importance of various values, satisfaction levels on various functions, and how do citizens keep informed. She noted a Yale professional has reviewed the survey and a few residents took a trial run. When asked by Alderman Schmidt if the survey responses are unanimous and could more than one household member submit a response, Mayor stated no. With that, Alderman Schmidt requested the last paragraph be reworded to include one response per household. Alderwoman Havard expressed concern that the survey does

not provide demographics data. When noted by Alderman Anderson that the survey does not provide for citizen participation/volunteerism, Mayor stated that is correct as this survey is on values and functions and that other surveys will follow. Attendee Jim Havard, resident, stated demographics is needed so to determine the pool of respondents. Mayor Landman stated the survey will go live on the city's website in the next week or so. Paper copies will be available at City Hall.

VI. ADJOURNMENT

Mayor Landman adjourned the meeting at 4:14 p.m.

Mayor Cheryl Landman

ATTEST:

City Secretary C. Vanzant

WORK PLAN STATUS REPORT

March 19, 2015

HUMAN RESOURCE INITIATIVES

- **Recruitment and Selection:**
All Previous Recruitment and Selection Actions Complete
HR Specialist (Receiving applications.)
- **Classification & Pay Plan / Employee Evaluation Process (Underway)**
Redesign and update the City's Classification and Pay Plan in accordance with current market conditions and best practices and redesign the City's performance pay process.
Status: Held progress meeting with Werling Associates, Inc. Survey of salaries and benefits of other cities and private sector is currently underway. Has been adjusted to May 1 for incorporation into the FY 2015-16 Budget.
- **Personnel Manual (Underway)**
Anticipated project completion date has been delayed to April.

USE OF TECHNOLOGY AND COMMUNICATIONS

- **IT Support(Complete)**
The comprehensive support contract with RRGP becomes operational April 1. A staff kickoff meeting with RRGP was held Monday March 16.
- **Upgrade Audio/Visual Capabilities of City Council Chambers (Underway)**
Improve ability to have better visual presentations in the City Council Chambers for council members and the public. Improve digital recordings of meetings.
Responsible Parties: Deputy City Administrator and consultant/vendor.
Status: Acoustical panels have been installed. Installation of additional panels is planned in conjunction with other audio visual enhancements to be determined later this spring. Opportunities infor installing television and making other physical improvements will also be addressed.
- **Enhance Website (Assessment of Website Underway)**
Status: An assessment of how the City website may be improved is being conducted by the Front Desk Administrative Assistant. The Administrative Assistant received website design training this week. Redesign of the website will be initiated in April with implementation scheduled throughout the fiscal year.

FINANACIAL MANAGEMENT INITIATIVES

- **Bond Issue (Bond sale remains on schedule)**
SAMCO Capital Markets, INC. has submitted the first draft of the Notice of Sale (NOS) and Preliminary Official Statement to the City's bond counsel Norton Rose Fulbright for review. The rating agency telephone conference call with Standards and Poors remains scheduled for the week of March 23. The Bond Sale is scheduled for the April 16th City Council Meeting with the closing and delivery of funds to the City's Depository Bank to occur by May 12th.

- **Separate Operating and Capital Funds (Underway)**
The City Administrator has met with the City Auditor to initiate the process of establishing separate funds for operations/maintenance and capital projects for both general government operations and water and waste water utility activities. Separate funds are also proposed to be established for management of debt service contributions and expenditures for the street bonds approved in November. Appropriation of separate operating/maintenance budgets and capital budgets for both the General Fund and Utility Fund will be considered by City Council during the budget process.
- **Multi-Year Capital Improvement Program (CIP) (Pending initiation of budget process)**
Prioritize and program street projects approved by voters in the November Bond Election. Also incorporate the Public Safety Building, Battle Intense Sidewalk, Utility Fund projects and other newly identified projects the City Council deems appropriate into the multi-year program (3 to 5 years is generally appropriate). The CIP should include funded and unfunded needed projects in both the General Fund and Utility Fund.
Responsible Parties: Public Works Director, City Administrator and Finance Director.
Timeline: The CIP process will be part of the City's annual budget process should be adopted by the City Council as part of the budget in August or September.

GOVERNANCE

- **Strategic Planning Process (Has been deferred until after the City Council Election in May.)**
- **General Law vs. Home Rule Governance (Council Work Session is to be scheduled as an element of the Strategic Planning process.)**
Initiate a community discussion of the pros and cons of General Law vs. Home Rule municipal governance. City staff working with the City Attorney, Texas Municipal League and other municipal government authorities will develop information for consideration by the Mayor and City Council and the public related to the governance issue. One or more Work Sessions may be scheduled to solicit citizen input in order for Council to set an appropriate direction. Should the City Council decide to proceed with Home Rule governance, the timing and procedural steps must be delineated.
Responsible Parties: City Attorney, City Administrator, City Secretary, City Council, other appropriate Consultants, Experts and Citizens
Status: (Pending)
Timeline: To be determined. Similar to the Strategic Planning Process the Council may wish to defer consideration of the Home Rule issue to a later date.

DEVELOPMENT ISSUES

- **Potentiality of Zoning as a Growth Management Strategy (Delayed)**
Examine potentially the use of zoning as a City mechanism for regulating and managing growth and density including legal requirements, organization and structure, implementation protocols, staffing and the advantages and disadvantages.
Parties Responsible: City Attorney and City Administrator
Methodology: City Council briefing and discussion. Consideration of zoning could be a strategy considered during the Strategic Planning Process.
Status: City Council conducted a work session December 4, 2014 to discuss a game plan for the consideration of zoning as strategy for the management of growth and development. It was agreed

that a future work session would be scheduled to discuss the full range of alternatives available in managing growth and development including zoning, city powers in the ETJ, extension of water and wastewater CCN, annexation, home rule powers, and others as may be determined. The Council Work Session has been delayed. Council should determine when it wishes to consider and deliberate this issue.

- **Revisions to City's Subdivision Regulations (Pending).** Initial consideration to be scheduled for a Growth and Development Council Work Session. See above.
Review and recommend revisions to the City's Subdivision Ordinance to assure compliance with Federal and State statutes such as storm water management and to facilitate the growing demand for City development services and to address Council and citizen concerns.
Responsible Parties: Public Works Director, City Administrator and City Attorney
Timeline: This task maybe addressed concurrently with the Strategic Planning Process or incorporated into the Strategic Planning Process itself. Council should determine the appropriate timeline.
- **Expand Water and Sewer Service into the City's Remaining ETJ (No change. Pending TCEQ action.)**
Responsible Parties: Public Works Director and City Administrator
Status: Preliminary meetings have been conducted with GBRA and SAWS. The City has made application to TCEQ to expand its water and sewer CCNs.
Methodology: Explore opportunities for regional cooperation and partnering in the provision of water and sewer services in the area.
Status: TCEQ staff initially declared the city's application to expand its CCN administratively incomplete. Staff has responded to TCEQ's concerns. The application is pending TCEQ action.
- **Inter-Local Development Agreements (Pending.)**
Develop and implement inter-local agreements with Bexar and Kendall Counties regarding the processing of subdivision plats and regulations.
Responsible Parties: City Administrator, Public Works Director and City Attorney.
Methodology: Negotiate with Bexar and Kendall Counties.
Status: The City Administrator has initiated conversations with the Bexar County Office of Governmental Relations and has been referred to the County Executive Director of Public Works. Appointments with the Bexar County Executive Director of Public Works and the Kendall County Judge are pending.
- **Agreements for Fire Code Enforcement (No change. Pending)**
Establish inter-local agreements or outsourcing contracts for enforcement of the City's Fire Code inspections.
Responsible Parties: Building Codes, City Administrator and City Attorney
Methodology: Determine cost benefit of both approaches. Negotiate agreements accordingly.
Timeline: Initiate negotiations in April.

ORGANIZATIONAL STUCTURE AND MANAGEMENT

- **Staff Organization (Pending)**
Recruitment of the Human Resource Specialist position underway.

- **Office of the City Administrator / City Manager (Pending)**
Develop draft ordinance creating and delineating the powers, duties and other particularities of the Office of the City Administrator/City Manager prior to recruiting a permanent replacement.
Responsible Parties: City Administrator, Human Resources and City Attorney.
Methodology: Build upon information gathered during the Strategic Planning Process and community governance discussions. Solicit community input.
Timeline: Concurrent with Strategic Planning and community governance discussions. The ordinance defining the position should be adopted prior to posting the position for recruitment. Incorporate position into the FY 2015-16 Budget.

OTHER PROJECTS

- **Public Safety Building (Progressing)**
Ralph Wiesepape was hired as the Project Manager and reported to work on February 23. The Project Manager attends and reports at the Department Head meeting as necessary. He has reviewed the construction plans as prepared by the architect and met with architect to clarify and make minor modification to the documents. An ADA review will be conducted to assure compliance with regulations. The construction documents and specifications will be available for bid April 1, 2015 with bid opening scheduled for April 22. Approval by Council of the best value bid and authorization of a construction contract is anticipated in May.
- **Oak Wilt Study (Presentation scheduled for the March 19 regular Council Meeting.)**
The physical inspection of the Oak Wilt Survey is 100% complete. A Council briefing to present the findings was held at the March City Council meeting. Mr. Belter the arborist who conducted the inspection has been asked to expand the inspection to include the Woods of Fair Oaks.
- **Street Infrastructure (Engineering proposals received)**
The RFQ to select an engineer to provide engineering services for the street improvements authorized by the November Bond Election has been issued. Eight proposals were received. Authorization of a contract with a consulting engineer is anticipated at the April Council Meeting.
- **TCEQ Water System Regulatory Requirements: (Potential technical violation of rules and regulations regarding the operation of water systems in the State of Texas.)**
As a result of a recent inspection of the Fair Oaks Ranch Water System, TCEQ has notified the City of a potential violation of the Texas Administrative Code which requires as built plans or record drawings of its water system. The City has searched its files for such plans and drawings and has had its consultants exhaustively search their files as well. Although most the infrastructure has been appropriately documented not all of the as built drawings have been located. A number of other systems in the State have encountered similar problems with TCEQ. Accordingly, the City Administrator has retained Lloyd Gosselink, Attorneys at Law, to represent the City in this matter. Lloyd Gosselink is an Austin based environmental law firm specializing in matters involving TCEQ and represents a number of other water utilities experiencing the same issue with TCEQ. Staff has also been referred to a coalition of other cities and utilities with a common interest. Lloyd Gosselink has requested an exception to the requirements on behalf of the City citing a provision of the code which allows the Executive Director to grant an exception provided "that the exception will not compromise the public health or result in a degradation of service or water quality". TCEQ action remains pending.

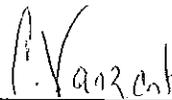
City of Fair Oaks Ranch, Texas

Records Certificate of Destruction

I, Carole H. Vanzant, the duly sworn City Secretary of the City of Fair Oaks Ranch, Texas, do hereby certify that I have disposed of the approved public records of the City of Fair Oaks Ranch, Texas as authorized by City Council on January 15, 2015, pursuant to state statute, and the following city records Retention and Disposition Schedules as provided by the Texas State Library and Archives Commission and adopted by the City of Fair Oaks Ranch:

- EL Schedule for Election Records
- GR Schedule for Common Local Government Records
- LC Schedule for Municipal Court Records
- PS Schedule for Public Safety Records
- PW Schedule for Public Works and other Government Services Records
- TX Schedule for Property Taxation Records
- UT Schedule for Utility Services Records

Dated this 13th day of March, 2015.



Carole H. Vanzant
City Secretary

To: Honorable Mayor Cheryl Landman and City Council Members
City of Fair Oaks Ranch

**Capital Improvements Advisory Committee Semiannual Progress Report
March 2015**

Overview:

A Capital Improvements Plan is required by LGC §395, Financing Capital Improvements Required by New Development in Municipalities, Counties and Certain other Local Governments; to identify capital improvement or facility expansions required by new service units projected; and to include a description of the service area and projection of changes in land uses, densities, intensities, and population in the service area over a 10-year period. Since the City imposes an impact fee, a periodic review shall be performed at least every five years to determine the need of updating the plans and/or impact fees.

On September 16, 2013 the CIAC reviewed and evaluated the current land use assumptions, capital improvements plan and impact fees, and recommended that an update to the City's current plan(s) and evaluation of impact fees were necessary to keep pace with the growth of the City.

Land use assumptions and projects to support proposed growth were evaluated and a Water and Wastewater Impact Fee Report was prepared by Freese and Nichols. CIAC recommendations were provided to Council.

City Council Action:

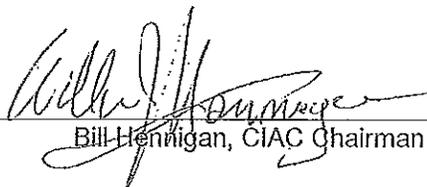
On December 18, 2014, City Council issued Ordinance No. 2014-18 which hereby increased the water impact fees to \$5,400.00 and wastewater impact fees to \$1,550.00.

Progress Report:

The Capital Improvements Advisory Committee and Staff met at 8:30 AM on Monday, March 2, 2015 and reviewed and evaluated the current land use assumptions and capital improvements plan and determined that no update is required at this present time.

The next LUA/CIP/Impact Fee CIAC Meeting is scheduled for Monday, September 14, 2015 at 8:30 AM.

Signed: _____


Bill Hennigan, CIAC Chairman

Date: _____

MAR 12, 15