



**CITY OF FAIR OAKS RANCH**  
**AGENDA – CITY COUNCIL REGULAR MEETING**  
**AUGUST 20, 2015; 7:00 PM**  
**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. Road Reconstruction Project Update

**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 July 2, 2015 and July 16, 2015 Regular City Council Meeting Minutes. P1-P8

**V. CONSIDERATION ITEMS**

**Old Business:**

- A. Approval of Ordinance amending the City of Fair Oaks Ranch code of ordinances chapter 13; article 13.03; section 13.03.014; water loss appeal adjustment procedure. P9-P11

- Public Works Director

- B. Approval of variance request on the proposed dimensions of lot 225 and 226, in Front Gate Unit 2A, that will allow a long dimension (depth) greater than five times the lots street frontage (width). P12-P16

- Public Works Director

**New Business:**

- A. Approval of the amending and subdivision plat establishing Front Gate Unit 2A.

- Public Works Director P17-P18

- B. Approval of Ordinance amending the City's Code of Ordinances Appendix A - Fee Schedule - FOR Utilities Water rates.

- Public Works Director P19-P21

- C. Approval of appointing an interim Chairman to the Capital Improvements Advisory Committee.

- Mayor P22-P24

- D. Approval of setting September 3, 9:30 a.m. and September 17, 7:00 p.m. as public hearing dates on the proposed FY 2015/2016 budget, and setting September 21; 9:30 a.m. as a special city council meeting to adopt the FY2015/16 budget.

- Mayor P25-P26

- E. Approval of using \$.2615 per \$100 property valuation as the proposed 2015 maintenance and operation property tax rate, \$.0458 per \$100 property valuation as the proposed 2015 debt service tax rate for a total proposed property tax rate of \$.3073 per \$100 property valuation and approval of setting September 3; 9:30 a.m. and September 17; 7:00 p.m. as public hearings on the proposed 2015 tax rate, and setting September 21; 9:30 a.m. as a special city council meeting to adopt the 2015 tax rate. - Mayor P27- P28
- F. Approval of amending Resolution 2013-17 City Council Meeting Rules of Procedure. - Alderman Hartpence P29- P31
- G. Approval of Ordinance amending the Fair Oaks Ranch Code of Ordinances, Chapter 10; Subdivision Regulation, Exhibit A Subdivision Ordinance, Article II Procedures, Section 4. Financial Guarantees; providing for a repealing clause; and providing for an effective date. - Alderman Manitzas P32- P34

**VI. REPORTS FROM STAFF / COMMITTEES / COUNCIL**

- 1) Public Works Director – Utility Fund Balance Report P35
- 2) City Administrator -
  - a) Work Plan Status Report on recruitment and selection, classification & pay plan, employee evaluation process, personnel manual, IT support, upgrade audio/visual capabilities of City Council Chambers, enhance website, street bond issuance, separate operating and capital funds, multi-Year capital improvement program, strategic planning process, general law vs. home rule governance, revisions to city’s subdivision regulations, expand water and sewer service into the City’s remaining ETJ, inter-local development agreements, agreements for fire code enforcement, staff organization, office of the City Administrator/City Manager, public safety building, utilities dashboard, oak wilt survey, TCEQ water system regulatory requirements, and extension of solid waste contract. P36-P37
  - b) Proposed Council Special Meeting date either Sept. 9<sup>th</sup>, 11<sup>th</sup>, 14<sup>th</sup>, or 16<sup>th</sup>; at 9:30 a.m. for presentation/discussion on classification and pay plan. P38
- 3) Mayor’s Report –
  - a) Fair Oaks Ranch Niche Rankings.
  - b) Guadalupe Valley Telephone Co-operative (GVTC) Fiber Optics Project.
  - c) City sponsored Water Conservation Events.
  - d) FOR Utilities Customer Dashboard. P39
- 4) Council – Requests from City Council members to place items on a future agenda.

**VII. ADJOURNMENT**

Signature of Agenda Approval:



I, Priscilla Abrego, 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](http://www.fairoaksranchtx.org), both places being convenient and readily accessible to the general public at all times. Said Notice was posted by 5:00 p.m., August 14, 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).

**MINUTES, JULY 2, 2015; 9:30 AM**  
**CITY OF FAIR OAKS RANCH**  
**7286 Dietz Elkhorn**  
**Fair Oaks Ranch, TX 78015**

**I. ROLL CALL – DECLARATION OF A QUORUM**

Council Members Present: Alderman Damstra, Alderman Manitzas, Alderman Hartpence, Alderman Schmidt and Alderwoman Havard.

Having a quorum present, Mayor Landman called the Regular City Council meeting to order at 9:30 a.m.

**II. OPEN MEETING**

Pledge of Allegiance was led by City Attorney Charles Zech.

**III. OPEN SESSION**

Mayor Landman opened the meeting announcing, pursuant to Section 551.101 of the Open Meetings Act, Texas Gov't Code, a quorum of the governing body will convene into closed session to consult with the City Attorney on legal issues regarding The Reserve at Fair Oaks Ranch development.

**IV. CONVINE INTO CLOSED SESSION**

At 9:32 a.m., Mayor Landman convened into closed session in the Mayor's conference room until 10:27 a.m.

**V. RECONVINE INTO OPEN SESSION**

At 10:28 a.m., Mayor Landman reconvened into open session in the City Council chambers.

**VI. CONSIDERATION ITEMS**

**New Business:**

**A. Discussion on City Council meetings using Telephone, Video Conferencing, or Internet.**

Alderman Hartpence stated he is frequently out of town and does not want to miss any Council meetings and feels now is a good time to discuss since the city is working on the budget for the next fiscal year. Alderman Hartpence stated that when Councilmembers are absent they are unable to participate. He recalled a recent agenda item discussion/section on the Mayor Pro Tem position stating that Alderman Schmidt was going to be out of town and requested that Councilmembers wait for his return so he would have the ability to participate in this discussion/selection process. He continued to state that with Council feeling there is a need for two regular meetings a month this exacerbates the problem of being able to attend. Alderman Manitzas agreed and stated when people are elected to Council they should be able to participate in the decision making process and it should not depend on who shows up that night. Alderwoman Havard concurred and stated in her professional experience she has used video conferencing extensively and has made policy decisions using this method. Alderman Damstra agreed. Alderman Schmidt is not in favor of video conferencing. He's concerned about the costs and feels it could discourage attendance. He explained that when he requested the vote on Mayor Pro Tem be delayed it was because he was attending his granddaughters High School graduation. Alderman Schmidt feels that even with the ability of video conferencing he could not have participated adequately in the Council meeting while participating in another event at the same time. Alderman Schmidt stated that a cost estimate needs to be completed. Alderman Damstra confirmed a cost estimate needs to be completed before moving forward because that ultimately is the deciding factor. Alderman Hartpence agreed. Charles Zech, City Attorney, dispersed and read the legal parameters for video conferencing. Carole Vanzant, Deputy City Administrator, with the approval of Council concluded that she will work with RRG Services and Alderman Hartpence on obtaining a pricing quote.

**B. Discussion on amending City Resolution regarding City Council Meeting Rules of Procedure.**

Alderman Hartpence dispersed a summary of proposed amendments that would allow: any agenda item proposed by a Councilmember be placed on the agenda and if there is a need to remove the item then the Councilmember must agree to have it removed. He would like citizens be allowed to speak 5 minutes rather than 3 minutes and the "citizens to be heard" time increased to a total of 60 minutes. Alderman Hartpence would like for citizens to be able to question any Councilmember as long as the question relates to an agenda item and would like citizens be afforded the opportunity to comment after Council's discussion on each agenda item should they have questions pertaining to that item only. Mayor Landman stated several reasons as to why an item may be pulled from the agenda and suggested that the Councilmember only be notified when an item is pulled. Alderman Manitzas asked Charlie Zech for parliamentary guidance regarding an item being placed on the agenda at the Councilmembers request and does not want it pulled. Charlie responded that Council has two options for stopping an agenda item: No second motion is received or Council can table an agenda item. Alderman Hartpence stated in closing that he hopes this can be put into motion and carried over to the next Council meeting. Mayor Landman stated it will be in a future Council meeting but not necessarily the next meeting.

**C. Discussion on proposed wording for Resolution on conducting surveys of citizens.**

Alderwoman Havard proposed wording for a Resolution on conducting surveys of citizens. She recommends before Council approval all surveys shall include: the desired survey goal or objective, proposed questions and rating scale to be used, timeline for conducting the survey and whether or not employees will participate in the survey, if the survey will solicit anonymous or non-anonymous feedback, method of disseminating/advertising/notification to citizens of survey and release of results, who will be involved in collection of results and analysis of results. Alderman Schmidt recommended adding impact of survey cost direct and indirect.

**Old Business:**

**A. Consideration on amending the City of Fair Oaks Ranch code of ordinances chapter 13; article 13.03; section 13.03.014; water loss appeal adjustment procedure.**

Ron Emmons, Public Works Director, requested clarification on Council's desired wording of the amendment on the water leak appeal adjustment procedure. Alderman Manitzas stated at the last meeting I recall you describing the tool in which you would be using but you did not describe how this tool calculates the consumption patterns or where you saw the shift in these patterns. Alderman Hartpence stated the Ordinance as it currently exists is very specific as to how it is currently calculated; however, this amendment does not inform anyone how the calculations are going to be made it just says where the data is going to come from. Alderman Hartpence stated it needs to be more specific. Alderman Manitzas reconfirmed that the amendment needs just another sentence or two describing the calculations. Ron stated a graphical representation is used to determine this method. Alderman Manitzas said then refer to the graphical data in the amended ordinance. Mayor Landman suggested adding what determines the beginning date and ending date of the constant leak.

**VII. REPORTS FROM STAFF / COMMITTEES / COUNCIL**

Marcus Jahns, Interim City Administrator informed Council he is creating a draft Ordinance delineating the duties and responsibilities of the City Administrator and will distribute the draft at the next Regular City Council meeting.

**VIII. REQUESTS TO PLACE ITEMS ON A FUTURE AGENDA**

1. Alderman Schmidt requested the Battle Intense Pathway Mobility Project be discussed.
2. Alderman Hartpence requested an update on the Kendall County interlocal agreement.
3. Alderwoman Havard requested an update on the Hydrologist findings of water availability.
4. Alderman Schmidt requested an update on the Street Bond progress.

ADJOURNMENT

Mayor Landman adjourned the meeting at 10:05 p.m.

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Mayor Cheryl Landman

ATTEST:

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City Secretary P. Abrego

**MINUTES, JULY 16, 2015; 7 PM**  
**CITY OF FAIR OAKS RANCH**  
**7286 Dietz Elkhorn**  
**Fair Oaks Ranch, TX 78015**

**I. ROLL CALL – DECLARATION OF A QUORUM**

Council Members Present: Alderman Damstra, Alderman Manitzas, Mayor Pro Tem Schmidt, Alderman Hartpence, 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 Boy Scout Gavin McCrum.

**III. CEREMONIAL EVENT**

Oath of Office were taken by Mayor Landman from newly hired Police Officers Matthew Walter Schultz, Alexander Michael Willis, Elsie Hope-Reyna Serold, and Riley Evan Gobeil.

**IV. CITIZENS and GUEST FORUM / PRESENTATIONS**

Citizens to be Heard –

Donna Taylor, 31043 Keeneland Drive, an environmental scientist on water quality for the Cibolo Nature Center reported on the water quality of Cibolo Creek. June's test results from samples pulled at the Cibolo Creek/Battle Intense pond displayed elevated levels of bacteria. She stated it is not safe to recreation in the water.

Ken Nichols, 30143 Cibolo Run, encouraged Council to approve the Battle Intense Mobility Project.

**V. CONSENT AGENDA**

MOTION: Made by Alderman Damstra, seconded by Alderwoman Havard to approve the June 18, 2015 regular City Council meeting minutes, June 3, 2015 and June 25, 2015 special City Council meeting minutes.

VOTE: 5-0; Motion Passed.

**VI. CONSIDERATION ITEMS**

**Old Business:**

**A. Presentation of the drainage findings related to the Battle Intense Pathway Mobility**

**Project and Consideration of awarding the Battle Intense Pathway Mobility construction to the low bidder, Myers Concrete Construction, LP at a total not-to-exceed the amount of \$169,092.**

Adrian Garcia, Engineer In Training, provided an update on the Battle Intense Pathway Mobility Project. He stated that this item was placed on hold due to the recent flooding and drainage issues. Some concerns are when you add impervious cover it can increase the runoff and less water will be able to soak into the ground. Currently there is a ponding effect that is occurring and the water runs over the curb. In conclusion the sidewalk will not add to these conditions nor will it make it worse since the recent flooding was a 50-100 year rain event. The estimated project time for the completion of this project is 60 days.

MOTION: Made by Mayor Pro Tem Schmidt, seconded by Alderman Damstra to award the Battle Intense Pathway Mobility construction to the low bidder, Myers Concrete Construction, LP at a total not-to-exceed the amount of \$169,092.

DISCUSSION: None.

VOTE: 5-0; Motion Passed.

New Business:

**B. Approval of declaring Police vehicle and equipment as surplus and authorizing sale, auction, or salvage of said surplus.**

Scott Rubin, Police Chief stated that the law requires Council declare property surplus before disposal. He is requesting to declare one vehicle and assorted vehicle equipment as surplus. The items will be auctioned and some of the miscellaneous wires will be stripped to separate the metals so the metal can be sold. Alderman Manitzas asked if the City has a vehicle exchange program in place. Chief Rubin responded yes they are changed out every two years.

MOTION: Made by Alderman Manitzas, seconded by Alderman Hartpence to approve declaring Police vehicle and equipment as surplus and authorizing sale, auction, or salvage of said surplus.

DISCUSSION: None.

VOTE: 5-0; Motion Passed.

**C. Approval of Quarterly Investment Report.**

Kristin Akers, Finance Officer stated the City has six investment pool accounts with TexPool. TexPool is the largest and oldest local government investment pool in the State of Texas. TexPool is managed conservatively in order to provide safe efficient investment alternatives to Texas government. Two of the accounts with TexPool are located in the General Fund and the other four are from the Utility Fund. During this quarter two Certificates of Deposit (CD) matured and were not renewed because these funds will be utilized for projects. This quarterly investment report is in compliance with the City's investment policy and the Public Funds Investment Act (PFIA). Normally, the quarterly investment report is listed on the agenda as a consent item. However, for the newly elected Councilmembers we listed it under consideration on the agenda so that the item could be explained/discussed. Alderman Manitzas inquired on where TexPool invests this funds. Kristin responded TexPool follows the PFIA and is conservative in their investments more specific information can be found on their website at [www.texpool.com](http://www.texpool.com). Alderman Hartpence asked if other cities are making more aggressive investments. Charlie Zech, City Attorney responded almost all of his clients invest in TexPool. Charlie continued by stating Cities are limited on where they can put their funds. Kristin added when investing Public Funds it is more about security than return on investment.

MOTION: Made by Alderman Hartpence, seconded by Alderwoman Havard to approve the quarterly investment report.

DISCUSSION: None.

VOTE: 5-0; Motion Passed.

**D. Approval of authorizing the Mayor to sign an agreement with Bexar County for Fire Prevention and Inspection Services.**

Jim Earl, Building Official stated normal fire prevention elements of the code are taken care of in residential construction by the home inspections his office completes. When we have a commercial project the State requires a Fire Marshall inspection. We have a verbal agreement in place with Bexar County Fire Marshall Office but the Interim City Administrator requested we formalize this agreement in writing.

MOTION: Made by Mayor Pro Tem Schmidt, seconded by Alderman Manitzas to authorize the Mayor to sign an agreement with Bexar County for Fire Prevention and Inspection Services.

DISCUSSION: None.

VOTE: 5-0; Motion Passed.

**E. Approval of Ordinance amending the Fair Oaks Ranch Code of Ordinances Chapter 3 "Building Regulations", Article 3.07 "Electricity" and Article 3.01, section 3.01.006 "Types of Inspections."**

Jim Earl, Building Official announced the Building Code Department performs insulation inspections that are State required. Insulation Inspections are the only inspections that are not directly related to health and safety. Many municipalities (i.e. Boerne, Live Oak, San Antonio, and Etc.) accept a certificate from the insulation company in lieu of physical inspections. Jim is requesting the City do the same as it will save approximately 150 inspections a year allowing the Building Codes department to focus on critical inspections that are directly related to Health and Safety. In addition, this will allow more time to review plans and answer questions from residents. Jim continued on stating that the National Electrical Code requires that all metallic piping within a building be bonded to the grounding system. This eliminates a difference in potential should the piping become accidentally energized. Wording of the code has resulted in some confusion among the contractors as to how and where to bond gas piping. In an effort to simplify this process Jim recommends every metallic gas piping be bonded at the point of entry.

MOTION: Made by Alderman Manitzas, seconded by Alderman Damstra to approve Ordinance amending the Fair Oaks Ranch Code of Ordinances Chapter 3 "Building Regulations", Article 3.07 "Electricity" and Article 3.01, section 3.01.006 "Types of Inspections".

DISCUSSION: None.

VOTE: 5-0; Motion Passed.

**F. Approval of Resolution Appointing Directors to the Fair Oaks Ranch Municipal Development District Board of Directors.**

Mayor Landman stated The Municipal Development District (MDD) was originated in 2011 and is a separate legal entity that is not part of the City's organization. Al McDavid, MDD President provided Council with a historical report.

MOTION: Made by Alderman Hartpence, seconded by Alderman Schmidt to approve the Resolution Appointing Directors to the Fair Oaks Ranch Municipal Development District Board of Directors.

DISCUSSION: None.

VOTE: 5-0; Motion Passed.

**G. Approval of Fair Oaks Ranch Municipal Development District's budget for fiscal year beginning October 1, 2015 and ending September 30, 2016.**

Al McDavid presented the MDD budget to Council.

MOTION: Made by Alderman Damstra, seconded by Alderwoman Havard to approve the Fair Oaks Ranch Development District's budget for fiscal year beginning October 1, 2015 and ending September 30, 2016.

DISCUSSION: None.  
VOTE: 5-0; Motion Passed.

**H. Approval of Resolution nominating a Candidate for Director to the Comal Appraisal District Board of Directors.**

Mayor Landman stated Comal Appraisal District has a vacancy on their Board. The City has never nominated a candidate yet at this point in time we feel that it might be an opportunity. Michael Murphy's name was mentioned as he brings appraisal experience to the table. A nomination must be submitted by Resolution no later than July 20, 2015 to the Comal Appraisal District. Michael Murphy addressed Council detailing his experience and work history.

MOTION: Made by Alderwoman Havard, seconded by Alderman Damstra to approve the Resolution nominating Michael Murphy as a Candidate for Director to the Comal Appraisal District Board of Directors.

DISCUSSION: None.

VOTE: 5-0; Motion Passed.

**I. Approval of Resolution Adopting Policy and Procedures for Conducting City of Fair Oaks Ranch Citizen Surveys and Establishing an Effective Date.**

MaryAnne Havard, Alderwoman discussed a new procedure for adopting surveys and would like it formalized by Resolution.

MOTION: Made by Alderman Hartpence, seconded by Alderman Manitzas to approve the Resolution adopting Policy and Procedures for Conducting City of Fair Oaks Ranch Citizen Surveys and establishing an effective date.

DISCUSSION: None.

VOTE: 5-0; Motion Passed.

**VII. REPORTS FROM STAFF / COMMITTEES / COUNCIL**

**1) Deputy City Administrator**

Carole Vanzant, Deputy City Administrator provided an update on the annual bulk/brush pickup service stating the notice has been mailed out to all of the residents and pickup will begin Monday, July 20, 2015 lasting approximately three weeks.

**2) Interim City Administrator**

a) Marcus Jahns stated the classification/pay plan has been finalized and will be brought to Council during the budget process. He informed Council that the August 6, 2015 Regular City Council meeting he will discuss establishing an Ordinance for the City Administrator duties, qualifications, and hiring process. However, he added that the primary focus of the August 6, 2015 meeting will be the budget process. Marcus provided Council with an update on the water study availability report by stating Ron Emmons, Public Works Director and himself met with the Hydrologist to outline the scope of service which should be finalized within a few weeks.

b) Interim City Administrator Jahns closed by affirming we will continue to update the summer planning calendar and enclose it in the City Council packets.

**3) Mayor –**

Mayor Landman provided an update on the Guadalupe Valley Telephone Co-operative (GVTC) Fiber Optics Project. She stated GVTC had a meeting with the Fair Oaks Ranch Homeowners Association (FORHA) and viewed a presentation. She anticipates GVTC to take future steps by arranging meetings open to the residents.

**4) Council – Requests from City Council member to place items on a future agenda.**

- 1) Alderman Hartpence requested amendments be made Resolution 2013-17 regarding time limits for public speaking.

**VIII. ADJOURNMENT**

Mayor Landman adjourned the meeting at 8:25 p.m.

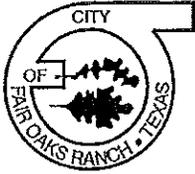
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Cheryl Landman, Mayor

ATTEST:

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P. Abrego, City Secretary



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**CITY COUNCIL CONSIDERATION ITEM**  
**CITY OF FAIR OAKS RANCH, TEXAS**

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AGENDA TOPIC: Water Loss Appeal Adjustment Procedure, Ordinance Amendment,  
START/END DATE: August 20, 2015  
DEPARTMENT: Public Works Department  
PRESENTED BY: Ron Emmons

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**INTRODUCTION/BACKGROUND:**

A Leak Appeal Ordinance Amendment was adopted at the May 2014 City Council meeting, in order to determine an adjustment to the customer's bill due to a water loss incident, a formula was used to calculate water loss that was based on the customer's historical water usage. Earlier this year, the Fair Oaks Ranch Utilities implemented an Automatic Meter Infrastructure (AMI) system that provides earlier detection of potential water leaks and water loss occurrences. The AMI system records all water usage and can accurately determine real water loss quantities that a customer experiences. A formulized system is no longer necessary since there is digital data and recordation of the actual water use.

**POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:**

Residents benefit from this adjusted policy in that we are now better able to determine actual water loss against water used for normal use. In the past when using historical water use, they may have benefited with a larger claim or conversely one that insufficiently calculated loss. The formula compared ones water use to the previous year average time-frame. This method does not provide an ability to know actual losses and is based on many variables and assumptions. This historical averaging also did not lend itself at all for a new customer that had no historical data on their water use. Using actual digital recorded data to determine an adjustment to the water bill makes sense and is a fair and equitable way to credit the customer for taking appropriate steps to resolve the water loss incident.

**LONGTERM FINANCIAL & BUDGETARY IMPACT:**

There is no anticipated impact on the budget. Leak appeals average about one per month since the Leak Appeal Ordinance Amendment update passed at the May 2014 City Council meeting.

**LEGAL ANALYSIS:**

The attached proposed ordinance modification has been approved to form by the City Attorney.

**RECOMMENDATION/PROPOSED MOTION:**

I move to approve amending the code of Ordinances Chapter 13; Article 13.03; Section 13.03.014 "Water Leak or Excess Consumption; Water Loss Appeal Adjustment Procedure".

**ORDINANCE 2015-xx**

**OF THE CITY OF FAIR OAKS RANCH, AMENDING THE CODE OF ORDINANCES CHAPTER 13; ARTICLE 13.03; SECTION 13.03.014 "WATER LEAK OR EXCESS CONSUMPTION; WATER LOSS APPEAL ADJUSTMENT PROCEDURE"; PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE**

**WHEREAS**, the City of Fair Oaks Ranch is the owner and operator of the water facilities that serves the citizens of Fair Oaks Ranch; and,

**WHEREAS**, the Fair Oaks Ranch Utilities Department (FORU) conducts the day-to-day operations and maintenance of the City's water and sewer system; and,

**WHEREAS**, in efforts to reach the city's water conservation goal of 160 gallons per capita, per day, FORU has installed automatic meters for accurate reporting of water use.

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

**SECTION I. Amendment**

A. Chapter 13; Article 13.03; Section 13.03.014 (e) is amended as follows:

(e) The customer's monthly water bill for the billing period of the water loss incident shall be computed or adjusted using automatic meter infrastructure recorded data. Graphical data will be utilized to determine the volume of abnormal usage. The recorded data will confirm the start and end dates of abnormal usage.

B. Chapter 13; Article 13.03; Section 13.03.014 (f) is deleted.

**SECTION III. SEVERABILITY AND EFFECTIVE DATE**

If for any reason any section, paragraph, subsection, clause, phrase, word, or provision of this Ordinance shall be held invalid or unconstitutional by final judgment of a Court of competent jurisdiction it shall not affect any other section, paragraph, subsection, clause, phrase, work or provision of this Ordinance, for it is the definite intent of this City Council that every section, paragraph, subsection, clause, phrase, work, or provision hereof be given full force and effect for its purpose.

This Ordinance shall take effect immediately upon its passage and approval.

PASSED AND APPROVED this the 20<sup>th</sup> day of August, 2015

\_\_\_\_\_  
Cheryl Landman, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
P. Abrego, City Secretary

\_\_\_\_\_  
C. Zech, City Attorney

# Graphical Data Sample—Water Leak

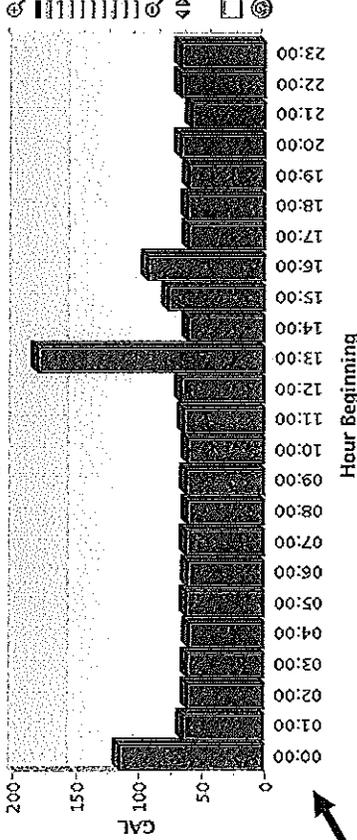


Logged in as CSR | Logout

- Meter Reads
- Peaks Report
- Contributors Report
- Bill Verification
- Price Reports
- Configuration

(77730291 - 4000930)

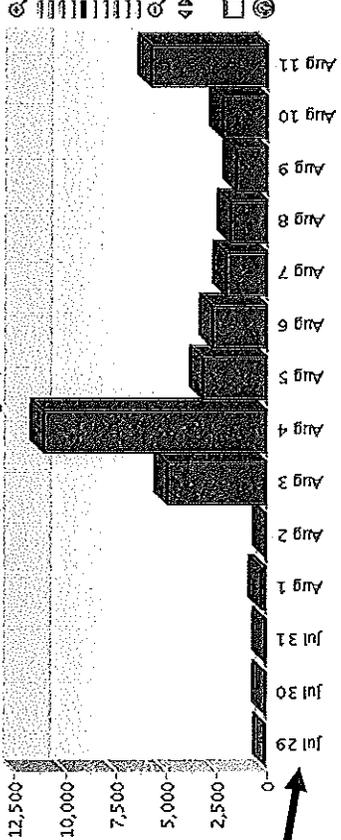
Aug 10, 2015



All Intervals 1739 GAL  
Total 1739 GAL

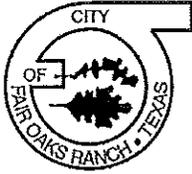
(77730291 - 4000930)

Jul 29, 2015 - Aug 11, 2015



All Intervals 36724 GAL  
Total 36724 GAL

Alert is received when we conduct a scheduled continuous consumption scan. The scan parameters identify a constant flow of 10 gallons in a 24 hour period.



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## CITY COUNCIL CONSIDERATION ITEM

### CITY OF FAIR OAKS RANCH, TEXAS

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AGENDA TOPIC: Variance Request for Lot 225 and 226 in Front Gate Unit 2A  
START/END DATE: May 2015/ August 2015  
DEPARTMENT: Public Works  
PRESENTED BY: Paul Schroeder

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#### **INTRODUCTION/BACKGROUND:**

On May 19, 2015 a Preliminary Plat, amending and subdividing Front Gate Unit 2A, was submitted to the Public Works Department by Alamo Consulting Engineering and Surveying (ACES), Inc. The Public Works Department issued comments to ACES on June 16, 2015.

Article III Section 3 (C) of the City subdivision ordinance States: "Lots that have a long dimension (depth) greater than five times the lots street frontage (width) shall only be permitted with City Council approval."

Lot 225 and 226 do not meet the "long dimension (depth) greater than five times the lots street frontage (width)" and will "only be permitted with City Council approval." ACES was informed that any deviation from the ordinance, as written, will require a variance with City Council approval.

#### **POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:**

Article II Section 6 of the subdivision ordinance allows City Council to "grant a variance from the requirements of this ordinance when, in the City Council's judgment, undue hardship will result from requiring strict compliance. In making the findings herein required, the City Council shall take into account the nature of the proposed use of the land involved, existing uses of land in the vicinity, the number of persons who will reside or work in the proposed subdivision, and the probable effect of such variance upon traffic conditions and upon the public health, safety, convenience and welfare in the vicinity. **No variance should be granted unless the City Council makes affirmative findings as to all of the following:**

1. That there are special circumstances or conditions affecting the land involved such that the strict application of the provisions of this ordinance would deprive the applicant of the reasonable use of his/her land
2. That the variance is necessary for the preservation and enjoyment of a substantial property right of the applicant
3. That the granting of the variance will not be detrimental to the public health, safety or welfare, or injurious to other property in the area; and
4. That granting the variance will not have the effect of preventing the orderly subdivision of other land in the area in accordance with the provisions of this Ordinance."

The requesters' answers to the above can be found on the attached variance request – see questions 5-8.

**LONGTERM FINANCIAL & BUDGETARY IMPACT:**

N/A

**LEGAL ANALYSIS:**

None

**PROPOSED STEPS FOR AFFIRMATIVE FINDINGS:**

Each council member shall state yes or no to question 1 above. If affirmative, move on to question 2 and so forth. If not affirmative, Council goes no further.

**PROPOSED MOTION IF COUNCIL MADE AFFIRMATIVE FINDINGS:**

I move to grant the variance to allow the proposed dimensions of lot 225 and 226 in the Front Gate Unit 2A proposed amending and subdivision plat.





## Article 10 – Subdivision Regulations

Exhibit A, Article II – Procedures, Sec 6. Variances. The City Council may grant a variance from the subdivision requirements when, in the City Council's judgment, undue hardship will result from requiring strict compliance. A variance may be granted only when in harmony with the general purpose and intent so that the public health, safety and welfare may be secured and substantial justice done.

Note: If granting this variance requires a replat or an amended plat, additional fees may apply.

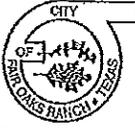
Answer the following questions as evidence of compliance and purpose for requiring a variance (attach any supporting documents, illustrations, or photographs), and pay the appropriate filing fee established.

Variance Fee: \$ 100.00

- (1) What is the nature of the proposed use of the land involved? Residential Subdivision
- (2) What are the existing uses of the land in the vicinity? Residential to the north and east, Commercial to the south and undeveloped to the west
- (3) What are the number of persons who will reside or work in the proposed subdivision? Approx. 50 in this unit
- (4) Will there be probable effects upon granting this variance to traffic conditions, public health and safety, or to the convenience and welfare in the vicinity? Yes  No
  - a) If yes to any effects, Explain: \_\_\_\_\_
- (5) Are there special circumstances or conditions affecting the land involved such that the strict application of the provisions of Article 10 would deprive you of reasonable use of your land? X Yes No
  - a) If yes, Explain: The location, shape and topography of the tract are unique compared to the other units in this subdivision such that strict application of Article 10 would create a design inconsistent with other lots in this unit and the loss of a majority of the trees.
- (6) Is this variance necessary for the preservation and enjoyment of your property right? X Yes No
- (7) Will granting this variance be detrimental to the public health, safety or welfare, or injurious to other property in the area? Yes  No
  - a) If yes, Explain: \_\_\_\_\_
- (8) Will granting this variance have an effect of preventing the orderly subdivision of other land in the area in accordance with the provisions of Article 10? Yes  No
  - a) If yes, Explain: \_\_\_\_\_

City Council Findings: \_\_\_\_\_

Approved: \_\_\_\_\_ Denied: \_\_\_\_\_ Resert: \_\_\_\_\_



7286 Dietz Elkhorn • Fair Oaks Ranch, Texas 78015 • (210) 698-090 • (866) 258-2505 • Fax (210) 698-3565 • www.fairoaksranchtx.org

# City of Fair Oaks Ranch VARIANCE APPLICATION

Applications must be completed, signed and submitted no later than the 1<sup>st</sup> Thursday of a month with the applicable Non-Refundable Variance Fee, made payable to the City of Fair Oaks Ranch. Incomplete or unpaid variance applications will not be accepted.

Visit the City's website to review the Code of Ordinances: [www.fairoaksranchtx.org](http://www.fairoaksranchtx.org)

**TO BE COMPLETED BY STAFF:**

Submittal Date: 7-31-2015 Fee Paid: \$100. Receipt Number: 00349644

Completeness Reviewed By: J. Abrego Date: 8-3-2015

Incomplete Application:  
Return Date: \_\_\_\_\_ Reason: \_\_\_\_\_

Completed Application to be considered at a City Council Meeting scheduled: August 20, 2015

**APPLICANT**

**PROPERTY OWNER**

Name:	<u>Paul A. Schroeder</u>	<u>SA Front Gate, LLC</u>
Address:	<u>4365 East Evans Road</u>	<u>11 Lynn Batts Lane, Suite 100</u>
City/State/Zip:	<u>San Antonio/ Texas/ 78261</u>	<u>San Antonio/ Texas / 78218</u>
Daytime Phone:	<u>(210) 828-0691</u>	<u>(210) 828-6131</u>
Email Address:	<u>pas@aces-sa.com</u>	<u>laddiedenton@bitterblue.com</u>

**PROPERTY DESCRIPTION**

Unit/Subdivision: Unit-2A Front Gate Lot Number(s): 225 & 226

Street Address: Gate Forest

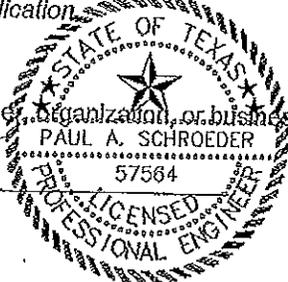
Type of Variance: Article III Section 3(C) Lot Dimensions

Select an applicable variance type on the following pages, and answer the questions as evidence of compliance and purpose for requiring a variance (attach any supporting documents, illustrations, or photographs).

I certify the preceding information is complete and accurate, and it is understood that I or another representative should be present at all meetings concerning this application.

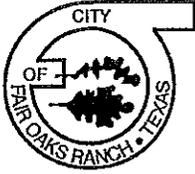
- I am the property owner of record or
- I have authorization to represent the owner, organization, or business.

Signature: Paul A. Schroeder



Date: July 31, 2015

Variance 072915



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**CITY COUNCIL CONSIDERATION ITEM**  
**CITY OF FAIR OAKS RANCH, TEXAS**

---

AGENDA TOPIC: Acceptance of Front Gate Unit 2A  
START/END DATE: May 2015/ August 2015  
DEPARTMENT: Public Works  
PRESENTED BY: Ron Emmons

---

**INTRODUCTION/BACKGROUND:**

On May 19, 2015 a Preliminary Plat, subdividing Front Gate Unit 2A, was submitted to the Public Works Department by Alamo Consulting Engineering and Surveying (ACES), Inc. After review and comments, ACES updated the Preliminary Plat and submitted a Final Plat on July 28, 2015 for consideration. On August 6, 2015 a variance request was presented to City Council, by ACES, for discussion of the proposed dimensions of lot 225 and 226. The variance will be considered for approval at the August 20, 2015 City Council meeting.

As of August 12, 2015, ACES has fulfilled every requirement involved with the plat process with the exception of the following items:

1. Receiving approval of the variance that will allow the proposed dimensions of lot 225 and 226.
2. A letter of approval from the affected telephone/cable utility provider as to the adequacy and proper location of utility easements designated on the plat.

**POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:**

Article II Section 5 of the subdivision ordinance states: The Fair Oaks Ranch Public Works Department shall forward its recommendation for approval or disapproval to the City Council for action at its next scheduled meeting. Final plats shall be considered filed with the City Council (The Municipal Approving Authority) on the date that the agenda is posted for the meeting that City Council shall initially consider approval of the final plat.

**LONGTERM FINANCIAL & BUDGETARY IMPACT:**

None

**LEGAL ANALYSIS:**

None

**PROPOSED MOTION:**

I move to grant approval of the final plat that subdivides Front Gate Unit 2A pending resolution of the following:

1. City Council approval of the variance that will allow the proposed dimensions of lot 225 and 226.
2. Receipt of letter(s) of approval from the affected telephone/cable utility provider(s) as to the adequacy and proper location of utility easements designated on the plat.





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**CITY COUNCIL CONSIDERATION ITEM**  
**CITY OF FAIR OAKS RANCH, TEXAS**

---

AGENDA TOPIC: Water Rate Update  
START/END DATE: October 1, 2015  
DEPARTMENT: Public Works Department  
PRESENTED BY: Ron Emmons

---

**INTRODUCTION/BACKGROUND:**

The Fair Oaks Ranch Utilities, which is owned and operated by the City of Fair Oaks Ranch evaluates the water system rates on an annual basis. The rate update must be considered by City Council no later than every August to ensure that new rate notification is placed in customer bills prior to any change for the fiscal year starting October 1<sup>st</sup>.

In 2011, the City adopted a plan to upgrade and implement a business model for the Utility to maintain a rate structure that considers economic fluctuations and conservation impacts. Prior to this time, the Utility was largely dependent on consumers to use more water to bring in revenue. However, in our arid climate and the ever increasing effect of a drought, the continued reliance on high water use for revenue put our water supply source at risk. With that in mind, the City Council established a plan to increase rates where the base service availability would cover approximately 75% of the budgeted revenue stream, with the remainder made up from water use over 6,000 gallons.

**POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:**

The City of Fair Oaks Ranch implemented a program in 2011 to always provide sufficient funding to operate the water utility. This annual evaluation is in line with that business model.

**LONGTERM FINANCIAL & BUDGETARY IMPACT:**

The proposed rates for the 2015-2016 fiscal year will be used in the upcoming budget starting October 1<sup>st</sup>.

**LEGAL ANALYSIS:**

None.

**RECOMMENDATION/PROPOSED MOTION:**

I move to approve the Ordinance amending Ordinance 2014-09 of the City of Fair Oaks Ranch, Code of Ordinances, Appendix A – Fee Schedule, Article A9.000(f) Water Rates.

ORDINANCE 2015-xx

OF THE CITY OF FAIR OAKS RANCH, AMENDING THE CODE OF ORDINANCES, APPENDIX A – FEE SCHEDULE, ARTICLE A9.000(f) WATER RATES; PROVIDING FOR A SEVERABILITY CLAUSE; AND AN EFFECTIVE DATE

WHEREAS, Appendix A – Fee Schedule; Article A9.000 of the city’s Code of Ordinances provides for water service charges to cover costs associated with water services provided by Fair Oaks Ranch Utilities; and,

WHEREAS, the Fair Oaks Ranch City Council has determined an increase in water service charges is warranted and has deemed it necessary to amend the city’s Code of Ordinances; Appendix A, A9; and,

WHEREAS, in order to prepare the annual budget, the Fair Oaks Ranch City Council deems it necessary to amend the city’s Code of Ordinances; Appendix A, A9.000(f)(1) and (2).

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

SECTION I. AMENDMENT

A. Effective October 1, 2015, the Code of Ordinances, Appendix A - Fee Schedule; Article A9.000(f), Water rates, is amended as follows and all conflicting provisions of the Code are repealed or replaced:

(1) Service Availability:

<u>Meter Size</u>	<u>Service Availability Charge</u>
¾"	\$25.71
1"	\$27.19
1½"	\$39.82
2"	\$46.92
3"	\$61.11
4"	\$91.87

(2) Tiered Volume Charges:

(A) Residential:

<u>Gallons</u>	<u>Cost per 1,000 gallons</u>
0 to 6,000	Base Service Charge
6,001 to 12,500	\$ 3.66
12,501 to 25,000	\$ 4.76
25,001 to 50,000	\$ 7.14
50,001 to 75,000	\$10.71
75,001 to 100,000	\$16.06
Over 100,000	\$24.09

(B) Commercial:

<u>Gallons</u>	<u>Cost per 1,000 gallons</u>
0 to 6,000	Base Service Charge
6,001 to 50,000	\$ 3.64
50,001 to 100,000	\$ 6.37
100,001 to 150,000	\$ 11.15
Over 150,000	\$ 19.52

SECTION II. SEVERABILITY AND EFFECTIVE DATE

If for any reason any section, paragraph, subsection, clause, phrase, word, or provision of this Ordinance shall be held invalid or unconstitutional by final judgment of a Court of competent jurisdiction it shall not affect any other section, paragraph, subsection, clause, phrase, work or provision of this Ordinance, for it is the definite intent of this City Council that every section, paragraph, subsection, clause, phrase, work, or provision hereof be given full force and effect for its purpose.

This Ordinance shall take effect October 1, 2015; the revised billing charges will be used for billing statements mailed after November 1, 2015.

PASSED, APPROVED AND ADOPTED this the 20th day of August, 2015.

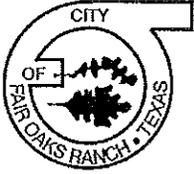
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Cheryl Landman, Mayor

Attest:

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P. Abrego, City Secretary



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**CITY COUNCIL CONSIDERATION ITEM**  
**CITY OF FAIR OAKS RANCH, TEXAS**

---

AGENDA TOPIC: Appointing an interim Chairman to the Capital Improvements Advisory Committee.  
START/END DATE: August 20, 2015  
DEPARTMENT: City Council  
PRESENTED BY: Mayor

---

**INTRODUCTION/BACKGROUND:**

The Capital Improvements Advisory Committee (CIAC) serves in an advisory capacity and is established to follow the duties and functions set forth in Local Government Code § 395.058 (c) and of the City of Fair Oaks Ranch Capital Improvements Advisory Committee Rules and Procedures.

The CIAC Rules and Procedures require City Council to appoint the Committee Chairman; and, the City Council of Fair Oaks Ranch deems it necessary to appoint an interim Chairman due to the resignation of the current Chairman, Bill Hennigan. Bill's volunteer contributions to city planning goes back to the 1990s and that historical experience provided the knowledge base to chair the CIAC since its 2006 inception.

Discussions had begun for the CIAC to review and update the current Rules and Procedures. Bob Weiss has agreed to serve as Interim Chairman and help facilitate that review to the Rules and Procedures as well as ongoing business. With Bob's background in establishing the development plan for the original ranch plus implementation of both water and wastewater plants/services, the committee can move effectively and efficiently to accomplish their mission and goals.

**POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:**

N/A

**LONGTERM FINANCIAL & BUDGETARY IMPACT:**

N/A

**LEGAL ANALYSIS:**

N/A

**RECOMMENDATION/PROPOSED MOTION:**

I move to appoint Bob Weiss as the interim Chairman to the City of Fair Oaks Ranch Capital Improvements Advisory Committee.

**RESOLUTION 2015-xx**

**APPOINTING AN INTERIM CHAIRMAN TO THE CITY OF FAIR OAKS RANCH CAPITAL IMPROVEMENTS ADVISORY COMMITTEE**

**WHEREAS**, the Capital Improvements Advisory Committee (Committee) serves in an advisory capacity and is established to follow the duties and functions set forth in Local Government Code 395.058 (c) and of the City of Fair Oaks Ranch Capital Improvements Advisory Committee Rules and Procedures; and,

**WHEREAS**, the Capital Improvements Advisory Committee Rules and Procedures require City Council to appoint the Committee Chairman; and,

**WHEREAS**, the City Council of Fair Oaks Ranch deems it necessary to appoint an interim Chairman due to the resignation of the current Chairman.

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

1. The City Council hereby acknowledges the resignation of the current Chairman; and,
2. The City Council hereby appoints Robert Weiss to serve on the Fair Oaks Ranch Capital Improvement Advisory Committee as the interim Chairman.

PASSED, APPROVED and EFFECTIVE this the 20<sup>th</sup> Day of August 2015.

\_\_\_\_\_  
Cheryl Landman, Mayor

ATTEST:

\_\_\_\_\_  
P. Abrego, City Secretary

**William J. Hennigan**

Phone 830-755-8306  
Email billjh@gvtc.com

31510 Wild Oak Hill  
Fair Oaks Ranch, TX 78015

July 30, 2015

The Honorable Cheryl Landman  
Mayor City Fair Oaks Ranch  
City Hall  
7286 Dietz Elkhorn  
Fair Oaks Ranch, TX 78015

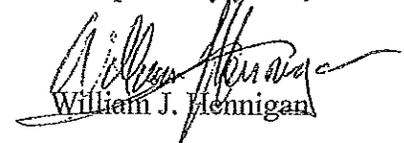
Dear Mayor Landman,

Please accept this letter as my resignation from the Capital Improvements Advisory Committee effective this date.

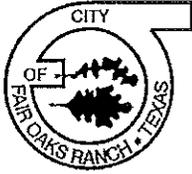
My advancing years has made it necessary to curtail many of my activities. I do however wish to thank you for allowing me the pleasure of contributing a small contribution to making the City of Fair Oaks the superb place that it is.

I wish you continue success as you lead the city forward in the coming years.

Respectfully yours,



William J. Hennigan



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**CITY COUNCIL CONSIDERATION ITEM**  
**CITY OF FAIR OAKS RANCH, TEXAS**

---

AGENDA TOPIC: Approval of setting September 3; 9:30 a.m. and September 17; 7:00 p.m. as public hearings on the proposed FY2015/16 budget, and setting September 21; 9:30 a.m. as a special city council meeting to adopt the FY2015/16 budget

START/END DATE: October 1, 2015 – September 31, 2016

DEPARTMENT: City Council

PRESENTED BY: Mayor

---

**INTRODUCTION/BACKGROUND:**

State statute requires one public hearing on the proposed budget itself. Yet any proposed tax rate exceeding the Effective Tax Rate as defined by law must have two public hearings and then a separate date to adopt the proposed budget.

Historically, the City includes a second budget public hearing coinciding with the proposed tax rate when needed which provides an "over and above" financial transparency for the taxpayers. We are doing so again this FY 2015-2016 Proposed Budget.

See attached Budget Adoption Procedure.

**POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:**

1. Following state statute on annual budget adoption

**LONGTERM FINANCIAL & BUDGETARY IMPACT:**

n/a

**LEGAL ANALYSIS:**

n/a

**RECOMMENDATION/PROPOSED MOTION:**

I move to hold the budget public hearings on the proposed FY2015/16 budget on September 3 at 9:30 a.m. and on September 17 at 7:00 p.m. and to hold a special city council meeting to adopt the budget on September 21 at 9:30 a.m. Adoption of these dates will assure taxpayers the opportunity to be heard.

## **BUDGET ADOPTION PROCEDURE**

*Step 1 - Budget Officer Prepares Budget.* The Mayor serves as the budget officer (LGC 102.001) and is required to prepare a budget to cover all proposed expenditures of the municipality for the succeeding year (LGC 102.002). A proposed budget that requires raising more revenue from property taxes than in the previous year must contain a cover page with the following statement in 18-point or larger type:

**“This budget will raise more total property taxes than last year’s budget by (insert total dollar amount of increase and percentage increase), and of that amount (insert amount computed by multiplying the proposed tax rate by the value of new property added to the roll) is tax revenue to be raised from new property added to the tax roll this year.”**

*Step 2 - Budget Filed with City Secretary and Public Hearing Set.* Mayor shall file the proposed budget with the city secretary not less than 30 days prior to the time the city council passes the tax levy ordinance (LGC 102.005). The proposed budget shall be available for inspection by any person and shall be maintained on the city’s website (LGC 102.005c). Council shall call a public hearing on the proposed budget on a date at least 15 days after the date of filing it with the city secretary and prior to the date that the city council will pass the tax levy ordinance (LGC 102.006).

**Filing Date:** August 18, 2015

**Public Hearing Date(s):** September 3 and 17

NOTE: When the proposed tax rate requires two public hearings; budget schedule will follow the tax rate public hearing schedule.

*Step 3 - Notice of Public Hearing on Budget.* Public notice of the date, time and place of the hearing on the budget shall be published in one newspaper at least 10 days before the day of the hearing but not more than 30 days before the date of the hearing.

**Notice Date:** August 25

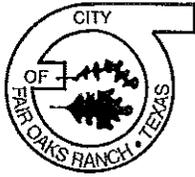
*Step 4 - Adoption of Budget.* At the conclusion of the public hearing, Council shall, by motion, either adopt the budget or postpone consideration/action until a later date. The Council may make any changes in the budget that it considers warranted by the law or by the best interest of the city tax payers (LGC 102.007).

**Adoption Date:** September 21

*Step 5 - Separate Vote.* Two separate votes (action items) of the city council are required to enact a budget that will require raising more revenue from property tax than was raised in previous year (LGC 102.007c):

**One vote must be limited to specifically ratifying the property tax increase reflected in the budget**

**Second vote is to adopt the budget**



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## CITY COUNCIL CONSIDERATION ITEM

### CITY OF FAIR OAKS RANCH, TEXAS

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AGENDA TOPIC: Approval of using \$.2615 per \$100 property valuation as the proposed 2015 maintenance and operations property tax rate, \$.0458 per \$100 property valuation as the proposed 2015 debt service tax rate for a total proposed property tax rate of \$.3073 per \$100 property valuation and approval of setting September 3; 9:30 a.m. and September 17; 7:00 p.m. as public hearings on the proposed 2015 tax rate, and setting September 21; 9:30 a.m. as a special city council meeting to adopt the 2015 tax rate

START/END DATE: October 1, 2015 – September 31, 2016

DEPARTMENT: City Council

PRESENTED BY: Mayor

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#### INTRODUCTION/BACKGROUND:

See attached 2015 tax rate information and process of adopting the taxing rate.

Staying at the current total tax rate of \$.2663 the City will be above the 2015 effective tax rate of \$.2414 and with the addition of the \$.0458 debt tax rate, the City will be above the \$.3073 rollback rate. Pursuant to the Texas Tax Code, City Council *shall propose* an ad valorem tax rate to be used to support the proposed FY2015/16 general fund budget. If the proposed tax rate *exceeds* the effective rate, Council must vote to place a proposal to adopt the rate on the agenda of a future meeting as an action item. **The vote must be recorded and the motion must state the desire rate.**

Approval of the recommended public hearing dates meet the state law requirements, will assure taxpayers the opportunity to be heard, and will provide adequate time to notify appraisal districts of the adopted tax rates to ensure timely delivery of tax statements.

#### POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:

1. Following state statute on proposing a property tax rate higher than effective rate.

#### LONGTERM FINANCIAL & BUDGETARY IMPACT:

#### LEGAL ANALYSIS:

#### RECOMMENDATION/PROPOSED MOTION:

I move to propose using a total ad valorem tax rate of \$.3073 and move to hold the proposed tax rate public hearings on September 3 at 9:30 a.m. and on September 17 at 7:00 p.m. and to hold a special city council meeting to adopt the tax rate on September 21 at 9:30 a.m.

## PROPERTY TAX RATE ADOPTION PROCEDURE

Effective Tax Rate:	.2414 (the tax rate that would impose the same total taxes as last year)
Rollback Tax Rate:	.3073 (the highest tax rate allowed before the taxpayers can start a rollback procedure)
Proposed M&O Rate:	.2615 (currently .2663)
Debt Service Rate:	.0458 (the tax rate needed to pay the Street Bond debt)
Proposed Total Tax Rate:	.3073

*Step 1* - By July 27, Appraisal Districts submits certified tax rolls to the Mayor. By August 7 or as soon thereafter as practicable, Kendall Appraisal calculates the effective, debt, and rollback tax rates and submits to City Council.

*Step 2* - Before August 7, the Mayor determines how much property tax revenue is needed to fund the operating and debt budget and decides how much tax to levy.

*Step 3* - As the proposed tax rate *exceeds* the effective or rollback tax rate (whichever is lower) Council must vote to place a proposal to adopt the rate on the agenda of a future meeting as an action item and calls for two public hearings (the second hearing may not be held earlier than the 3<sup>rd</sup> day after the date of the first hearing). The vote must be recorded and the motion must state the desired rate.

**Council Date for Adoption Proposal: August 20, 2015**

**Public Hearing Dates: September 3 and 17**

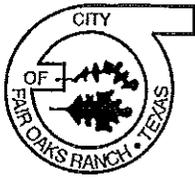
**Tax Rate Adoption Date: September 21**

*Step 4* - City Secretary must notify the public of the dates, times and place of the hearings. The *Notice of Proposed Property Tax Rate* on the proposed tax rate must be published in the newspaper and on city's website before August 31, 2015.

**Publication Date: August 27**

*Step 5* - A quorum of the Council must hold two public hearings; at each hearing, Council must announce the date, time and place of the meeting at which it will vote on the tax rate.

*Step 6* - Council must adopt the tax rate no less than three days but no more than 14 days after the second public hearing (minimum of 4 council members must be present LGC 22.039).



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**CITY COUNCIL CONSIDERATION ITEM**  
**CITY OF FAIR OAKS RANCH, TEXAS**

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AGENDA TOPIC:        **AMENDING RESOLUTION 2013-17; CITY COUNCIL MEETING RULES OF PROCEDURE**  
START/END DATE:     September 1, 2015  
DEPARTMENT:         City Council  
PRESENTED BY:        Alderman Hartpence

---

**INTRODUCTION/BACKGROUND:**

Two changes are being made to the resolution describing how City Council meetings are conducted:

1. Agenda items requested by any Alderman may no longer be removed from the agenda without the Alderman's consent.
2. Citizens will have expanded opportunities to participate in Council meetings:
  - a. Speaking times will be expanded from three minutes to five minutes.
  - b. Citizens may now speak about an agenda consideration item after hearing the Council discussion of the item but before the Council votes. Citizens may also ask questions of the Council prior to the vote.

**POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:**

1. Requiring an Alderman's consent to have a requested agenda item removed ensures open discussion of issues any member of the Council deems important.
2. As a Council, we are all committed to improved communication with our fellow citizens. Expanding opportunities for citizens to speak is a step in that direction.

**LONGTERM FINANCIAL & BUDGETARY IMPACT:**

None

**LEGAL ANALYSIS:**

None

**RECOMMENDATION/PROPOSED MOTION:**

I move to adopt an amending Resolution revising Resolution 2013-17, City Council Meeting Rules of Procedure.

**RESOLUTION 2015-xx**

**A RESOLUTION OF THE CITY OF FAIR OAKS RANCH AMENDING THE CITY COUNCIL MEETING RULES OF PROCEDURE RULE 12 WITHDRAWAL OF AGENDA ITEMS, RULE 17 ORDER OF CONSIDERATION OF AGENDA, AND RULE 30 AND 31 PUBLIC PARTICIPATION; AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, Texas Local Government Code, Section 22.038 states the governing body of a municipality shall meet at the time and place determined by a resolution adopted by the governing body and, shall determine the rules of its proceedings; and,

**WHEREAS**, Resolution 2013-17, passed and approved November 2013, established the Fair Oaks Ranch City Council meeting rules of procedure; and

**WHEREAS**, the Fair Oaks Ranch City Council, the governing body for the City of Fair Oaks Ranch, Texas, after review of Resolution 2013-17, finds amending Rule 12 Withdrawal of Agenda Items, Rule 17 Order of Consideration of Agenda, and Rule 30 Public Participation during Citizens to be Heard, and Rule 31 Public Participation during an Agenda Item is warranted to ensure more effective and efficient governance.

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

**SECTION 1  
AMENDMENT**

Rules 12, 17, 30 and 31 of City Council's Meetings Rules of Procedure are hereby amended to read as follows:

**Part III. Regular City Council Agenda Packet**

**Rule 12. Withdrawal of Items.** The City Administrator and/or Mayor may withdraw an item on the meeting notice prior to the Council meeting, but in withdrawing an item that has been posted, shall state the reason therefor which reason shall be posted and transmitted to the Council. *An item on the meeting notice proposed by an Alderman may not be withdrawn without the Alderman's consent.*

**Part IV. Conduct of Meetings**

**Rule 17. Order of Consideration of Agenda.** Except as otherwise provided in these rules, each agenda item shall be considered in the numerical order as listed on the meeting notice. Each agenda item shall be introduced by the presiding officer. After an item is introduced, the standard procedure is as follows:

1. Reading of the item by the presiding officer. A majority of the Council may require reading ordinances or resolutions by caption.
2. The Mayor, City Administrator or other person may present a statement on the item.
3. Discussion with the presenter. An Alderman may request and receive information, explanations or the opinions of the City Administrator or city employee present.
4. Ask for a motion; if made, ask if there is a second. If seconded, proceed to Rule 17.5. If there is no motion or second, item dies due to lack of motion.
5. Discussion amongst Council members on item motion.
6. *Ask for citizen comments and/or questions. Comments shall be no more than five minutes and may be terminated at the discretion of the Presiding Officer. Citizens may ask questions of the Mayor or any Alderman. Any member of the Council may also ask questions of the citizen.*
7. Unless required by law or a Council member requests a roll call vote, informal voting shall be used.

**Part V. Citizen Participation**

Comments and suggestions by the public are highly valued and encouraged during those parts of a meeting designated for public participation. The "Texas Open Meetings Act" requires the City to post a notice, in advance, listing every topic or subject to be considered by the Council. This law may prevent the Council from considering a subject raised by a member of the public.

**Rule 30. Public Participation during Citizens to Be Heard.** Speakers ~~should~~ *shall* register in advance and ~~should~~ limit their comments to ~~three~~ *five* minutes each. *Total time for citizen comment is limited to 60 minutes unless a majority vote of the Council extends the allotted time. Comments shall be limited to topics not on the meeting agenda and will be governed by Rule 34.* Speakers should direct all remarks and questions to the Council. The presiding officer may refer a matter for investigation, response or other action.

**Rule 31. Public Participation during an Agenda Item.** Speakers may register in advance but are not required to do so. Speakers who have registered in advance will speak in the order of registration followed by those who have not registered. Refer to Rule 17.6 for complete procedure.

**SECTION 2  
EFFECTIVE DATE**

This Resolution will take effect September 1, 2015.

PASSED and APPROVED on this the 20th day of August, 2015.

\_\_\_\_\_  
Mayor Cheryl Landman

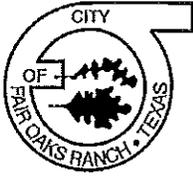
ATTEST:

APPROVED AS TO FORM:

C. Zech

\_\_\_\_\_  
City Secretary P. Abrego

\_\_\_\_\_  
City Attorney Charles Zech



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**CITY COUNCIL CONSIDERATION ITEM**  
**CITY OF FAIR OAKS RANCH, TEXAS**

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**AGENDA TOPIC:** Amend City of Fair Oaks Ranch Code of Ordinances, Chapter 10, *Subdivision Regulations*; Exhibit A Subdivision Ordinance; Article II Procedures; Section 4 Financial Guarantees; Subsection A – Construction Bond to require developers (Subdividers) to post performance bond or other financial guarantee.

**START/END DATE:** Upon approval of Ordinance

**DEPARTMENT:** Public Works Department

**PRESENTED BY:** Garry Manitzas

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**INTRODUCTION/BACKGROUND:**

The ordinance cited in the agenda topic currently does not require a developer (Subdivider) to post a performance bond or other financial guarantee to ensure the faithful performance, installation, and completion of subdivision improvements. The ordinance was amended to its present language in April, 2014 because council had routinely waived this requirement when we had only one developer. The city is now dealing with multiple developers and financial prudence dictates that a performance bond or other financial guarantee should be required. This proposed amendment restores requirements that existed prior to April, 2014.

**POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:**

1. Ensures that the city does not have to assume financial responsibility for completing subdivision improvements if a developer (Subdivider) fails to do so.
2. Provides proper financial screening of proposed developers via the underwriting process for performance bond issuance.
3. Mitigates risk to citizens of entering into financial transactions with developers who are not financially viable.

**LONGTERM FINANCIAL & BUDGETARY IMPACT:**

None

**LEGAL ANALYSIS:**

Ordinance to be reviewed as to form by City Council meeting start time

**RECOMMENDATION/PROPOSED MOTION:**

Move to approve Ordinance amending Chapter 10, Exhibit A, Article II, Section 4, Subsection A in Fair Oaks Ranch Code of Ordinances to require developers (Subdividers) to post a performance bond or other form of financial guarantee.

ORDINANCE NO. 2015-xx

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS AMENDING THE FAIR OAKS RANCH CODE OF ORDINANCES, CHAPTER 10, SUBDIVISION REGULATION, EXHIBIT A SUBDIVISION ORDINANCE, ARTICLE II PROCEDURES, SECTION 4. FINANCIAL GUARANTEES; PROVIDING FOR A REPEALING CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, under the provisions of Chapter 212 of the Local Government Code, as heretofore or hereafter amended, the owner of a tract of land located within the corporate limits or in the extraterritorial jurisdiction of The City of Fair Oaks Ranch who divides the tract in two or more parts to lay out a subdivision of the tract, including an addition to the municipality, to lay out suburban, building, or other lots, or to lay out streets, alleys, squares, parks, or other parts of the tract intended to be dedicated to public use or for the use of purchasers or owners of lots fronting on or adjacent to the streets, alleys, squares, parks, or other parts must have a plat of the subdivision prepared; and,

WHEREAS, Ordinance No. 26.5, and all subsequent amendments, regulates the filing for record of subdivision plats and establishes construction standards for the City of Fair Oaks Ranch; and,

WHEREAS, Article II, Section 4. of aforementioned ordinance regulates the requirements of financial guarantees; and,

WHEREAS, the City Council has deemed it necessary to amend the existing financial guarantees regulations.

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

SECTION 1. The facts and matters set forth in the preamble of this Ordinance are hereby found to be true and correct.

SECTION 2. The City of Fair Oaks Ranch Code of Ordinances, Chapter 10, Subdivision Regulation; Exhibit A Subdivision Ordinance; Article II Procedures; Section 4 Financial Guarantees; is amended as follows:

A. Construction Bond.

At least five working days prior to consideration of the final plat by the Fair Oaks Ranch City Council, the Subdivider *shall may* file with the City Administrator *Secretary* either an irrevocable letter of credit, a cash deposit, a savings assignment, or a performance bond, in an amount equal to the estimated cost of the utility, drainage and street improvements to be made in the subdivision by the Subdivider, including the cost of erosion control during construction. Such bond or other financial guarantee shall be for the faithful performance, installation and completion of such improvements. In the event any or all of the required improvements as constructed by the owner fail to meet the requirements of the specifications herein provided and are not accepted and approved by the City, and said owner fails or refuses to correct defects called to his attention in writing by the City, the unfinished improvements shall be completed at the cost and expense of obligee as said Construction Bond provides. The City Administrator shall be the final authority in affirming or denying the adequacy of the proposed Construction Bond. ~~If the subdivider does not provide an irrevocable letter of credit, a cash deposit, a savings assignment, or a performance bond, for the improvements required herein, the city shall hold the approved plat and not allow recordation of the plat until all improvements are completed and accepted by the City.~~

C. Maintenance Bond.

Prior to final acceptance of the subdivision improvements by the City the Subdivider shall file with the City Administrator *Secretary* either an irrevocable letter of credit, a cash deposit, a savings assignment, or performance bond, in an amount equal to ten percent (10%) of the amount of the Construction Bond. The condition of said Maintenance Bond shall be that the owner shall guarantee to maintain, to the satisfaction of the City, all of the constructed improvements in a good state of repair for the period of one year from the date of such acceptance by the city. The Maintenance Bond by its terms shall provide that liability thereunder shall begin on any or all of the required improvements, or a portion thereof, and such liability shall remain in full force and effect for the period of one year from the date of the acceptance by the City. The City Administrator shall be the final authority in affirming or denying the adequacy of the proposed Maintenance Bond.

F. Periodic inspection will be made by the City during the period of liability covered by the Maintenance Bond and in the event any or all of said improvements are not being maintained in a good state of repair, the owner will be so advised in writing and if after a reasonable time he fails or refuses to properly maintain said ~~streets and alleys~~ *subdivision improvements*, they shall then be maintained at the cost and expense of obligee as said Maintenance Bond provides.

SECTION 3. It is hereby declared to be the intention of the city council that the phrases, clauses, sentences, paragraphs and sections of this ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this ordinance shall be declared unconstitutional by the valid judgement or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this ordinance, since the same would have been enacted by the city council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

SECTION 4. All ordinances or parts of ordinances inconsistent or in conflict herewith are, to the extent of such inconsistency or conflict, hereby repealed.

SECTION 5. This Ordinance shall be effective upon its passage and approval.

PASSED AND APPROVED this the 20th day of August, 2015

\_\_\_\_\_  
Cheryl Landman, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
P. Abrego, City Secretary

\_\_\_\_\_  
Charles E. Zech, City Attorney

<b>City of Fair Oaks Ranch Utility Fund Balance 9/30/14</b>	
Debt Service (Restricted)	405,912.50
Water Capital Reserve	576,877.27
Wastewater Capital Reserve	269,430.51
Contribution in Aid Projects	2,227,758.72
Operating	650,000.00
<b>Total</b>	<b>4,129,979.00</b>

The fund balance in Utility Fund is not committed or assigned since it is Enterprise Fund. GASB 54 for General Fund. The only restricted fund balance in Utility Fund is for debt service.

**Contribution in Aid Funds (Support)**

Contribution in Aid Received	515,482.82
Additional Payments Due	515,482.82
Less Completed Pipeline Project	-382,372.77
	<u>648,592.87</u>

**Contribution in Aid Projects**

Elevated Storage Tank	2,717,000.00
Meadow Creek Trail Waterline	1,500,000.00
<b>Total Project Cost</b>	<u><u>4,217,000.00</u></u>

**Completed Contribution in Aid Projects**

Pipeline Project	382,372.77
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**Infrastructure Replacements - Capital Projects (CIP includes full list of projects)**

Silver Spur/Intrepid Waterline	750,000.00
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**Operating Funds Goal**

Goal of three months with target of six months

Five Year Average Operating Costs (annual rounded)

Water	1,910,000.00
Wastewater	670,000.00
<b>Annual Operating</b>	<u>2,580,000.00</u>
Three Month Operating	650,000.00
Six Month Operating	1,290,000.00

# WORK PLAN STATUS REPORT

August 20, 2015

## HUMAN RESOURCE INITIATIVES

- **Recruitment and Selection:**  
**Maintenance Supervisor:** Position has been filled through an internal promotion of Mike Davis Utility Technician. His vacant position is now being advertised.
- **Classification & Pay Plan / Employee Evaluation Process:** Werling Associates will present their findings and recommendations regarding the HR Classification and Pay Study at a Council Work Session before September 17.
- **Personnel Manual:** Alamo HR Services has completed its final draft for Staff review and presentation to City Council scheduled for the beginning of the 2016 Fiscal Year.

## USE OF TECHNOLOGY AND COMMUNICATIONS

- **IT Support:** Fully implemented.
- **Upgrade Audio/Visual Capabilities of City Council Chambers:** Underway.  
No additional improvements are scheduled for this fiscal year. Any additional improvements are to be incorporated in the FY 2016 Proposed Budget for Council consideration.
- **Enhance Website:** The Front Desk Administrative Assistant continues to work with Department Heads to make updates and improvements to the City's website. Improvements will continue throughout the remainder of the fiscal year.

## FINANCIAL MANAGEMENT INITIATIVES

- **Street Bond Issuance:** Engineering of the street bond projects is in progress. Pape Dawson will provide a status report on the engineering of the projects at the August 20 City Council meeting.
- **Separate Operating and Capital Funds:** Underway.  
Separate Operating and Capital Budgets are proposed in the FY 2015-16 Proposed Budget as well as separate funds for the Street Bond Projects and Tax Supported Debt Service.
- **Multi-Year Capital Improvement Program (CIP):** Staff will present a recommended Capital Improvement Program at the City Council Work Session on September 3.

## DEVELOPMENT AND GOVERNANCE ISSUES

- **Strategic Planning Process:** Consideration of the Strategic Planning process has been deferred indefinitely.
- **General Law vs. Home Rule Governance:** Funding has been included in the FY 2015-16 Proposed Budget for the deliberation of the Home Rule Issue.
- **Revisions to City's Subdivision Regulations:** Revisions to the Construction and Maintenance Bonds provisions of the Subdivision Ordinance are proposed for consideration at the August 20 City Council meeting.

- **Expand Water and Sewer Service into the City's Remaining ETJ:** The Public Utility Commission has declared the City's application for extending the water and sewer CCN administratively complete. The City will initiate the appropriate public notices as required by State law.
- **Inter-Local Development Agreements (Pending.)**  
Staff is reviewing options proposed from both Bexar and Kendall Counties for the processing of plats in the ETJ.
- **Agreements for Fire Code Enforcement:** An agreement with the Bexar County Fire Marshal was approved by City Council on July 16.

#### ORGANIZATIONAL STRUCTURE AND MANAGEMENT

- **Staff Organization:** Organizational changes are being considered for inclusion in the 2016 Proposed Budget for Council consideration.
- **Office of the City Administrator / City Manager Pending.**  
A "white paper" outlining the qualifications, duties and responsibilities of the City Administrator position was presented to City Council on August 6. City Council approval of the ordinance creating the City Administrator position is scheduled for September.

#### OTHER PROJECTS

- **Public Safety Building:** The contract with MJ Boyle for the construction of the building has been awarded and executed. Ground breaking for the building was July 16.
- **Utilities Dashboard:** In Beta testing with approximately 15 customers. Goal to go live October.
- **Oak Wilt Survey:** Staff is developing a draft ordinance for consideration by Council to better address controlling the spread of oak wilt
- **TCEQ Water System Regulatory Requirements:** As a result of an inspection of the Fair Oaks Ranch Water System, TCEQ has notified the City of a potential technical violation of the Texas Administrative Code which requires "as built plans or record drawings" of its water system. The City has retained Lloyd Gosselink, LLC an environmental law firm, to represent the City in this matter. The Attorney has requested an exception to the requirements 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.
- **Extension of Solid Waste Contract:** The City has executed a contract for a one year extension with Republic Services which includes service to the Woods of Fair Oaks.

# September 2015

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2 <i>Court 8am—11am</i>	3 <i>9:30am Regular City Council Meeting</i>	4	5
6	7 <i>City Holiday Closed</i>	8	9	10	11	12
13	14	15	16	17 <i>7pm Regular City Council Meeting</i>	18	19
20	21	22	23	24	25	26
27	28	29	30			

# Mayor's Report

Meeting: Council August 20, 2015

**Topic: Niche Rankings of FOR out of 20 suburban cities in San Antonio Metro area January 2015.**

<https://local.niche.com/fair-oaks-ranch-bexar-tx/>

## **Best Community – Fair Oaks Ranch Ranked #1**

Based on education levels, civic engagement, community values, crime rates, and diversity. A high ranking indicates that a suburb has a vibrant community of engaged and informed residents.

## **Best Public Schools – Fair Oaks Ranch ranked #1**

Based on the grades received by local schools. A high ranking indicates the area has great local schools with invested teachers, positive student outcomes, and high ratings from students and parents.

## **Safest Suburb – Fair Oaks Ranch ranked #3**

A high ranking indicates that a suburb has low crime rates across multiple categories. Using the most recently available data from the FBI's Uniform Crime Report, Niche scored each suburb by weighing six crime categories. Burglary, larceny and vehicle theft rates counted 10 percent each toward the total suburb score, the rates of robberies and assaults counted for 20 percent each of the total, and the murder rate counted 30 percent.

## **Best suburb to Raise a Family - Fair Oaks Ranch ranked #4**

Based on age demographics, school ratings, crime rates, and access to affordable housing, child care, libraries, and grocery stores. A high ranking indicates that a suburb attracts young families with good schools and a safe community.

## **Best suburbs in San Antonio – Fair Oaks Ranch ranked #4**

Based on livability using grades for weather, safety, schools, and access to activities, jobs, housing, and transportation. A high ranking indicates that a suburb offers a high quality of life to its residents.

## **Best suburb to Buy a House – Fair Oaks Ranch #6**

Based on home values, property taxes, housing costs, and age of new home buyers. A high ranking indicates that a suburb attracts residents with a good housing market where property taxes and housing costs are in line with value.

**Topic: GVTC Fiber Optics Update**

GVTC is moving forward to discuss Fiber Optics with the residents of Fair Oaks Ranch.

At least four evening Informational Events are being planned during the month of September

GVTC will soon make announcements confirming dates and locations.

**Topic: Water Conservation Workshops**

1. August 8<sup>th</sup>, Texas A&M AgriLife Extension rep, Troy Luepke presented Small Acreage Water Conservation concentrating on landscaping such as Soil Preparation, Raised Beds, Drip Irrigation and Rainwater harvesting especially Rain Gardens. It was a great program giving the attendees new insights and additional ways to have a great landscape with minimal outside irrigation.

Upcoming

2. September 26<sup>th</sup>, RAIN BARREL work shop "make and take" (this will be our fourth workshop)

3. November 14<sup>th</sup> will be the first-time presentation concentrating on "winterizing your landscape and irrigation systems"

Troy made a point at the August 8<sup>th</sup> workshop to share City of Fair Oaks Ranch is the only city in his territory to request an ongoing annual program bringing various water conservation ideas to the residents for their landscapes.

**Topic: FOR Utility DASHBOARD**

All is racing down the track to the finish line soon!! The DASHBOARD element to the Automatic Meter system is now in Beta-stage. Expectation is be ready for full usage between Oct.-Nov.2015  
Council members who are water customers are part of the beta-testing.