



CITY OF FAIR OAKS RANCH
AGENDA – CITY COUNCIL REGULAR MEETING
November 19, 2015; 7:00 PM
FAIR OAKS RANCH CITY HALL, 7286 DIETZ ELKHORN

I. ROLL CALL – DECLARATION OF A QUORUM

II. OPEN MEETING

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 by Steven Dean, Vice President, Pape Dawson Engineers, Inc.

C. Presentation on the City's Standard Operation Procedures for Police, Fire, EMS, and School during road/bridge closures by Chief Rubin.

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 October 1, 2015 and October 15, 2015 Regular City Council Meeting Minutes. P1-P7
- B. Approval of October 12, 2015 and October 23, 2015 Special City Council Meeting Minutes. P8-P11
- C. Approval of Ordinance amending the FY2014/15 General Fund budget by inter-departmental transfers in the amount of \$40,700. P12-P15

V. CONSIDERATION ITEMS

A. Approval of Ordinance amending the Fair Oaks Ranch Code of Ordinances Chapter 3 "Building Regulations", adopting the 2015 International Building Code, the 2015 International Residential Code, the 2015 International Energy Conservation Code, the 2015 International Plumbing Code, the 2014 National Electric Code, the 2015 International Mechanical Code, the 2015 International Fuel Gas Code, and the 2015 International Fire Code, and creating a Board of Appeals.

- Building Official P16-P21

B. Approval of Ordinance establishing no vehicle stopping, standing, or parking on Chartwell Lane between the 28000 block and the 29000 block during school zone hours; and Prohibiting U-Turns on Chartwell Lane.

- Police Chief P22-P24

C. Approval of Resolution appointing Vice Chairman and ETJ representative and Developer to the City of Fair Oaks Ranch Capital Improvements Advisory Committee.

- Public Works Director P25-P26

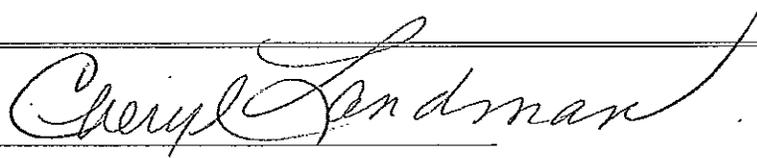
- D. Approval of the final plat that subdivides Elkhorn Ridge Unit 2. - Public Works Director P27-P28
- E. Approval of Resolution determining that the City Council Town Hall held on November 5, 2015 served as a public purpose and as such, authorize a \$500 donation to the Cibolo Creek Community church for the use of their facilities and employees. - Alderwoman Havard P29-P30
- F. Approval of Resolution casting votes for candidates for the Board of Directors for Bexar, Comal and Kendall Appraisal Districts for tax years 2016 and 2017. - Mayor P31-P35
- G. Discussion and appropriate action of Fiscal Year 2015-2016 Work Plan. - Interim City Administrator P36-P39

VI. REPORTS FROM STAFF / COMMITTEES / COUNCIL

- 1) Deputy City Administrator - Update on Technology Enhancements and the Holiday Trash Schedule. P40
- 2) Mayor - Recap on the November 5, 2015 Town Hall Deer Management meeting held at Cibolo Creek Community Church, update report on County Interlocal Agreements with Kendall and Bexar and progress update on COSA/FOR Water Policy Study.
- 3) 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, both places being convenient and readily accessible to the general public at all times. Said Notice was posted by 5:00 p.m., November 16, 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, OCTOBER 1, 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, Mayor Pro Tem Schmidt, and Alderman Hartpence.

Council Members Absent: 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 Mike Lackey, Director of San Antonio River Authority.

III. CITIZENS and GUEST FORUM

Doug Burford, 28927 Chartwell Lane expressed concerns about the traffic driving through Chartwell and the safety of the neighborhood children. He pleaded with Council to prohibit school traffic during certain times by Ordinance and the posting of a new street sign.

Carole Willoughby, 7207 Chartwell Circle, HOA President expressed concerns about the traffic driving through Chartwell and the safety of the neighborhood children. She pleaded with Council to prohibit school traffic during certain times by Ordinance and the posting of a new street sign.

Mike Lackey, Director of San Antonio River Authority offered his services to Council for FEMA or river tributary questions. He also stated he is up for reelection.

IV. DISCUSSION ITEMS

A. Presentation and discussion of Classification and Pay Plan conducted by Werling Associates, Inc.

Marcus Jahns, Interim City Administrator introduced Steve Werling, Werling and Associates who provided a presentation discussing the base pay plan design, background, overall recommendations, modified market based pay system, competitive market estimates, survey sources, pay grade assignments, pay analysis, pay model, and certain job descriptions.

B. Consideration of accepting and implementing the Werling Classification and Pay Plan or alternate solution beginning FY2015/16.

MOTION: Made by Alderman Manitzas, seconded by Alderman Damstra to adopt the Werling plan as presented with the exception of the Deputy City Administrator going from a pay grade 23 to 22 beginning FY2015/16.

DISCUSSION: Alderman Hartpence stated he would like the Mayor to have the final decision in emergency situations and the Deputy City Administrator, Police Chief, and Public Works Director should all be at the same grade. The consensus of Council was to request the function of Deputy City Administrator come back to Council in the future for discussion and review.

VOTE: 4-0; Motion Passed.

C. Approval of Resolution nominating Michael Murphy for a two-year term to the Comal Appraisal Board of Directors as a Director.

Mayor Landman pulled this item from the agenda at the request of Mr. Michael Murphy.

V. ITEMS REQUESTED BY COUNCIL

A. **Progress report on Kendall County Interlocal Development Agreement.**

Mayor Landman stated the two drafts that were presented have discrepancies and she would like an agreement that will fulfill the Texas Local Government Code. Alderman Hartpence stated the City has gone 7 ½ years without an agreement and it could provide housing density that does not exist today. He added he would like all density protection afforded to the City in place. Charles Zech, City Attorney thinks it's a good idea to look at other rules such as street standards etc. and not just density. Mayor Landman concluded that a special meeting will be held on October 12, 2015 at 9:30 a.m. to discuss many of these issues.

VI. REQUESTS AND OR OUTSTANDING ITEMS FOR A FUTURE AGENDA

A. **Alderwoman Havard – Battle Intense Intersection Safety options.**

B. **Alderman Manitzas – BISD compensating City for traffic expenses incurred on behalf of the Fair Oaks Ranch Elementary.**

Alderman Manitzas has withdrawn this request due to the minimal cost incurred but would like an update from the Police Chief, in one month, on the continued discussions with the Facility Director.

C. **Mayor Pro Tem Schmidt – Presentation from Pape Dawson of the Road Reconstruction Project priorities and view the results of the San Antonio Water Policy Study.**

Mayor Landman announced that Pape Dawson will possibly complete the street priorities in November and provide Council with an update.

D. **Alderman Hartpence – Discussion with Chartwell residents regarding school traffic.**

Alderman Hartpence will be drafting a proposed ordinance regulation to be placed on a future agenda.

E. **Mayor Landman – Discussion on ETJ, annexation, CCN and development agreements by City Attorney.**

F. **Alderman Hartpence – Discussion of fairer water rates be placed on a future agenda.**

G. **Council – Would like to review the Deputy City Administrator job description.**

VII. ADJOURNMENT

Mayor Landman adjourned the meeting at 11:26 a.m.

Cheryl Landman, Mayor

ATTEST:

P. Abrego, City Secretary

MINUTES, OCTOBER 15, 2015; 7:00 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 by Ralph Wiesepape, Project Manager for the City of Fair Oaks Ranch.

III. CITIZENS & GUEST FORUM / PRESENTATIONS

Ken Nichols, 30143 Cibolo Run, provided compliments on the sidewalk project.

Bob Tancrede, 29531 Fairway Bluff Drive, expressed concerns about the deer study and the traffic speed of drivers traveling through The Fairways subdivision.

Jessica Alderson, Urban Biologist at San Antonio Urban Wildlife Office on Managing Deer Population provided a presentation on white-tailed deer in Texas (4 million), reproduction, supplemental feeding, lack of predators, habitat loss, no hunting, chronic wasting disease (CWD), public's perception of urban deer, steps for success, identifying goals, building consensus, urban deer management options, and the associated costs.

IV. CONSENT AGENDA

MOTION: Made by Alderman Manitzas, seconded by Alderman Hartpence to approve the September 3, 2015 and September 17, 2015 regular city council meeting minutes, September 11, 2015 and September 21, 2015 special city council meeting minutes, the 2015 Property Tax Levy Roll Resolution, and the Quarterly Investment Report.

VOTE: 5-0; Motion Passed.

V. CONSIDERATION ITEMS

A. Approval of Ordinance amending the Fair Oaks Ranch Code of Ordinances Chapter 3 "Building Regulations" Article 3.01; General Provisions, Article 3.03; Building Code, Article 3.04; Residential Code, Article 3.05; Energy Conservation Code, Article 3.06; Plumbing, Article 3.07; Electricity, Article 3.08; Mechanical Code, Article 3.09; Fuel Gas Code, Chapter 5 "Fire Prevention and Protection" Article 5.02; Fire Code, Providing for a penalty of not more than \$2000 per violation per day for noncompliance, and providing for severability and effective date.

Mayor Landman pulled the item for consideration at the request of Jim Earl, Building Codes Official.

B. Discussion of the parameters of a future ordinance prohibiting school traffic/parking within the Chartwell Subdivision during designated times on school days.

Alderman Hartpence stated he would like to add section 12.04 to Chapter 12 of the Fair Oaks Ranch Code of Ordinances creating an ordinance prohibiting all forms of Fair Oaks Ranch Elementary School traffic in the Chartwell subdivision during the times school zone speed limits are enforced. Alderman Hartpence passed out a proposed school traffic ordinance for the Chartwell subdivision to Council for discussion and cited he would like to work with two

Chartwell residents, the City Prosecutor, City Attorney, and Police Chief on this Ordinance. Chief Rubin is not opposed to an Ordinance but would like legal to assist in the correct verbiage so the Ordinance is enforceable. Chief Rubin stated no stopping, no standing, and no parking is a better enforcement tool and confirmed the school is working with engineers on resolving this issue and most likely will be on the May bond and added the school has offered to assist with a cross walking guard. Alderman Hartpence requested a meeting with the Interim City Administrator Jahns on pushing this issue along. Mr. Jahns responded by affirming he will email Alderman Hartpence possible dates/times to meet.

Travis Barber, 28907 Chartwell Lane, expressed concerns about the school traffic due to children’s safety and mentioned the HOA is going to meet with this school in the upcoming week.

Alyssa De Los Santos, 28910 Chartwell Lane, expressed concerns about the school traffic due to children’s safety.

Carole Willoughby, 7207 Chartwell Circle, HOA Chartwell President, offered to purchase signs, stickers, or etc. as a means to assist the City with the enforcing the traffic control in the Chartwell subdivision. She informed Council that residents have trimmed back bushes to assist with visibility and urged Council for a resolution prior to waiting on a School bond to pass.

C. Discussion and approval to hold a town hall meeting on November 4, 2015, from 6-8 p.m., location to be determined, on the future management of the deer population.

Alderwoman Havard read from a handout that was disbursed to Council announcing she would like to hold a town hall meeting. She stated a preliminary planning meeting was held on October 8th and options discussed. A location large enough to handle attendees has been reserved at Cibolo Creek Community Church for Thursday, November 5th from 6 to 8 p.m. The doors will be open at 5 p.m. The church allows refreshments to be served. There will be no cost unless a professional AV person is required and if we choose to have water and cookies. The date was coordinated with Marcus Jahns, our Interim City Administrator, and Jessica Alderson of Texas Parks and Wildlife. A screen for a PowerPoint presentation and microphones are being arranged. Additionally, advertising for the town hall was discussed. This includes banners, with a minimum of two, one to be placed at the corner of Dietz-Elkhorn and Fair Oaks Parkway, the other at Dietz-Elkhorn and Ralph Fair Road. The cost of banners is estimated at a little less than \$100 for a 4 foot by 6 foot banner. Other means of advertising include a notice in the Boerne Star paper; an email from FORHA to residents; and notification on the City website. The town hall meeting will include an education presentation by Jessica Alderson, with real time polling equipment, and questions/ answer session. A future follow-up session will be planned to discuss the results and possible options City Council wants to pursue.

MOTION: Made by Alderwoman Havard, seconded by Mayor Pro Tem Schmidt to approve holding a town hall meeting in November 2015, location and time to be determined.

DISCUSSION: None

VOTE: 5-0; Motion Passed

D. Approval of Repeal Resolution 64.6 and Subsequent Resolutions; Adopting the City’s Financial Management Policy; Reaffirming the City of Fair Oaks Ranch Investment Policy; and Providing for an Effective Date.

Kristin Akers, Finance Officer requested an approval from Council due to upcoming November audit. Kristin and Council agreed to make the following amendments to section IV, entitled operating budget, section A, changing "The budget is prepared by the ~~City Secretary~~ **Finance Department** with the cooperation of all city departments, and..."; section IV, entitled operating budget, section C, changing "~~The city secretary will prepare~~ an annual budget calendar to assist the Council and staff with the legal requirements of the budget process **will be prepared and presented to Council prior to the start of the budget process.**"; section VI, entitled Capital Expenditures and Program, section B, changing "Control - Governmental Fund capital expenditures must be appropriated in the operating budget if less than \$50,000 or in the capital fund if more than \$50,000 **long term capital improvements will be appropriated in the capital fund if more than \$50,000.**"; section VIII, entitled Expenditure Control, section B, changing "~~Purchasing Invoice Payments - The City will only pay from receipts, invoices and disbursement vouchers that have the appropriate authorizing signature, date of approval, total dollar amount (excluding tax), and general ledger code. Supervisors can authorize invoices up to \$1,000. The City Administrator and Department Heads can authorize up to \$5,000~~ **\$25,000** in addition to annual and Council approved contracts, recurring charges, and prior approved budgetary items. All other ~~disbursements~~ **invoice payments** exceeding \$5,000 **\$25,000** require ~~Council~~ **City Administrator's or Deputy City Administrator** approval. All credit card purchases shall be in accordance with the credit card policies as defined in the Personnel Policy Manual."; and section X, entitled financial condition, section C, changing "The goal of the Enterprise Fund is to be self-sufficient. Indirect administrative cost and direct personnel costs performed by General Fund should be charged to Enterprise Fund **and either through direct charges or through a set management fee.**"

- MOTION: Made by Alderman Manitzas, seconded by Alderwoman Havard to approve a Resolution; adopting the City's Financial Management Policy; reaffirming the City of Fair Oaks Ranch Investment Policy; with the recommended changes.
- DISCUSSION: None
- VOTE: 5-0; Motion Passed

E. Approval of Setterfeld Estates Unit 3.

Ron Emmons, Public Works Director stated on August 13, 2015 a preliminary plat, subdividing Setterfeld Estates Unit 3, was submitted to the Public Works Department by Alamo Consulting Engineering and Surveying (ACES), Inc. Setterfeld Estates Unit 3 will consist of 48 residential lots, 3 greenbelt lots, and 1 lot for a private street. After review and comments, ACES updated the Preliminary Plat and submitted a Final Plat on October 1, 2015 for consideration. As of October 5, 2015 ACES has fulfilled all of the requirements of the Subdivision Ordinance.

- MOTION: Made by Alderman Hartpence, seconded by Alderman Damstra to approve Setterfeld Estates Unit 3 Subdivision Plat
- DISCUSSION: None
- VOTE: 5-0; Motion Passed

F. Approval of the updated Capital Improvements Advisory Committee Rules and Procedures.

Ron Emmons, Public Works Director stated the Capital Improvement 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. Recently, the committee has reviewed the Rules and Procedures and has some proposed modifications for Council consideration. The rules must be approved by the governing municipality to be initiated. Ron recommended additional changes such as leaving the adopted and revised dates on the front cover, modifying the date September 14, 2015 to read October 15, 2015, changing Administrative Assistant to read Public Works Administrative Assistant, and adding in section III a number 7 item that states "Committee meeting minutes will be taken according to the rules specified by the Texas Open Meeting Act."

- MOTION: Made by Alderwoman Havard, seconded by Alderman Damstra to approve the updated Capital Improvements Advisory Committee Rules and Procedures with changes as discussed.
- DISCUSSION: None
- VOTE: 5-0; Motion Passed

G. Approval of Resolution nominating a candidate to Comal Appraisal Board of Directors as a Director.

Mayor Landman stated at the last meeting Mike Murphy's nomination was pulled due to health issues. Mr. Murphy has provided a referral for Dennis Ryther. Mr. Ryther met with the County Judge last week and the commissioner's court of Comal County has approved to nominate Dennis Ryther from their entity. Mr. Ryther introduced himself to Council, expressed his appreciation at being nominated, and voiced his desire to serve.

- MOTION: Made by Mayor Pro Tem Schmidt, seconded by Alderwoman Havard to approve the Resolution nominating a candidate to Comal Appraisal Board of Directors as a Director.
- DISCUSSION: None
- VOTE: 5-0; Motion Passed

VI. REPORTS FROM STAFF / COMMITTEES / COUNCIL.

Staff:

- 1) Ralph Wiesepape, Project Manager provided an update on the public safety facility announcing the CPS electrical work has been completed, the storm drain has been installed, the plumbing rough in has been completed, and the tentative foundation pour date is October 28, 2015. He announced the estimated completion date of the public safety facility is late May or early June 2016.
- 2) Carole Vanzant, Deputy City Administrator reported on personnel updates.
- 3) Marcus Jahns, Interim City Administrator stated his work plan is complete. He stated that he met with each Council member and a new development plan is being created that will be brought to Council in November 2015.
- 4) Alderman Damstra reported on the Capital Improvement Advisory Committee semiannual progress.

Council:

- 1) Mayor Pro Tem Schmidt would like a draft policy on a code of conduct and ethics.

VII. ADJOURNMENT

Mayor Landman adjourned the meeting at 9:24 p.m.

Cheryl Landman, Mayor

ATTEST:

P. Abrego, City Secretary

**MINUTES, OCTOBER 12, 2015; 9:30 AM
CITY OF FAIR OAKS RANCH
7286 DIETZ ELKHORN
FAIR OAKS RANCH, TEXAS 78015**

I. CALL TO ORDER

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

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

II. DISCUSSION/PRESENTATION/ACTION ITEMS

A. Municipal development and land use regulatory authority.

Charles Zech, City Attorney discussed the basics of municipal development authority, planning vs. regulation, preliminary information, zoning, subdivisions, platting and plats, county authority in the extra territory jurisdiction (ETJ), rules in the corporate limits, rules in the ETJ, recent case law, annexation, development agreements, and regulation authority applicable in the ETJ.

B. Municipal authority and powers as related to Certificates of Convenience and Necessity for water and wastewater.

Georgia Crump, Attorney from Lloyd Gosselink discussed groundwater conservation districts, cow creek, well regulations, lot sizes, Trinity Glen Rose, certificates of convenience and necessity (CNN).

III. CONVENE INTO CLOSED SESSION

City Council convened into closed session pursuant to GC §551.071, to consult with the City Attorney and Consulting Attorney on legal issues regarding the application of the City to amend its CCN in Kendall, Bexar and Comal Counties and to consult on The Reserve at Fair Oaks Ranch development at 1:13 p.m.

IV. RECONVENE INTO OPEN SESSION

At 2:01 p.m., Mayor Landman reconvened into open session.

V. DISCUSSION/PRESENTATION/ACTION ITEMS

D. Application of City of Fair Oaks Ranch to Amend Certificates of Convenience and Necessity in Kendall, Bexar and Comal Counties Public Utility Commission of Texas Docket No. 43666.

MOTION: Made by Mayor Pro Tem Schmidt, seconded by Alderman Damstra to approve to have Georgia Crump from Lloyd Gosselink appeal order #8 from PUC docket 43666.

DISCUSSION: None

VOTE: 5-0.

C. Development of Property known as the Owens Property.

Items were discussed out of order. No action was taken on this item.

VI. ADJOURNMENT

Mayor Landman adjourned the meeting at 2:03 p.m.

Cheryl Landman, Mayor

ATTEST:

P. Abrego, City Secretary

MINUTES, OCTOBER 23, 2015; 2:00 PM
CITY OF FAIR OAKS RANCH – HOA BUILDING
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 Special City Council meeting to order at 7:00 p.m.

II. DISCUSSION/ACTION ITEMS

A. Discussion and approval of the wording to be used on messages sent to citizens and banners announcing the November 2015 Town Hall to discuss the potential management of deer population.

Alderwoman Havard summarized the meeting agenda to the attendees. Alderman Manitzas recapitulated his proposed summary paper on “Deer Population Control Methods and Study Findings” including Mayor Pro Tem Schmidt’s suggestions received before the meeting. During the meeting review, other comments/suggestions were made and discussed.

MOTION: Made by Alderwoman Havard, seconded by Mayor Pro Tem Schmidt to approve the Summary as discussed at today’s special city council meeting.

DISCUSSION: None

VOTE: 5-0; Motion Passed

Alderwoman Havard recommended using banners, signs, postcard mailers and City/FORHA websites as a means of public announcement methods and, provided a copy of the recommended message to use on the communication materials. Deputy City Administrator Vanzant noted mailers, due to the state election, could get delayed in delivery and, that banners placed at the city roads entering the City (Ralph Fair Road, Fair Oaks Parkway, Amman Road and Dietz Elkhorn) should capture, if strategically placed, the residents attention. Mayor Pro Tem Schmidt and Alderman Hartpence felt the best way every household would have personal notice of the Meeting was to use postcard mailers, in addition to banners, etc.

MOTION: Made by Alderwoman Havard, seconded by Alderman Manitzas to use banners, signs, and websites to announce the Town Hall meeting.

DISCUSSION: None.

VOTE: 4-1; Motion Passed (Alderman Hartpence-Naye)

Alderwoman Havard left the meeting at 3:10 p.m. Alderwoman Havard consented when asked by Mayor Landman if the meeting should proceed as the next item was placed on the Agenda at her request.

B. Discussion of the questions to be asked by Texas Parks and Wildlife on managing deer population at the November 2015 Town Hall.

Alderman Manitzas noted Alderwoman Havard has not received a copy of the questions to be asked by Texas Parks and Wildlife and feels they should be reviewed before the Meeting. He requested questions the City Council want asked be included in the polling. Several questions were provided to Mayor Landman to submit to Alderwoman Havard and/or Texas Parks and Wildlife.

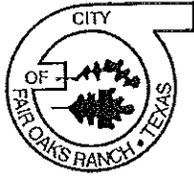
III. ADJOURNMENT

Mayor Landman adjourned the meeting at 3:25 p.m.

Cheryl Landman, Mayor

ATTEST:

P. Abrego, City Secretary



CITY COUNCIL CONSENT ITEM
CITY OF FAIR OAKS RANCH, TEXAS

AGENDA TOPIC: Amending the General Fund Budget of the City of Fair Oaks Ranch, Texas for the fiscal year beginning October 1, 2014 and ending September 30, 2015 .

START/END DATE: Effective immediately upon passage

DEPARTMENT: Administration

PRESENTED BY: Kristin Akers, Finance Officer

INTRODUCTION/BACKGROUND:

Occasionally it becomes necessary to amend the adopted budget. The fiscal year 2014-15 budget requires budget amendments that do not affect the total bottom line. The amendments are inter-departmental amendments that can be absorbed within the budget. The amendments are necessary due to one department with a deficit. In addition, the amendments must be made prior to the audit field work, which is the week of November 23, 2015.

Building Codes has a deficit of \$38,623.03. The deficit is due to a non-budgeted position that was approved by council at the December 18, 2014 City Council meeting due to increased workload in the department. The deficit is due to personnel expenses and incidentals by creation of this position. Recommend budget amendment of \$40,700, which is more than deficit to allow for minor adjustments that may occur during annual audit.

Building Codes revenue for the end of the fiscal year is about \$58,000 more than expected due to the increase in services.

POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:

1. The budget amendments will modify the fiscal year 2014-15 budget to reflect inter-departmental budget transfers.
2. Comply with section §102.010 of Local Government Code allowing for changes in the budget for municipal purposes.

LONGTERM FINANCIAL & BUDGETARY IMPACT:

The result of the proposed budget amendment to the fiscal year 2014-15 budget will amend departmental budgets by \$40,700. By accounting for these changes through inter-departmental budget amendments, the total for the fiscal year 2014-15 budget remains the same.

LEGAL ANALYSIS:

Charles Zech approved

RECOMMENDATION/PROPOSED MOTION:

Recommend the ordinance amending the General Fund Budget by inter-departmental transfers of \$40,700 for fiscal year 2014-15 be approved. Make motion to approve an ordinance amending the General Fund Budget for fiscal year 2014-15 in the amount of \$40,700 by inter-departmental transfer.

ORDINANCE 2015-xx
AMENDING THE GENERAL FUND BUDGET OF THE CITY OF FAIR OAKS RANCH, TEXAS
FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2014 AND ENDING SEPTEMBER 30,
2015

WHEREAS, the General Fund budget for the City of Fair Oaks Ranch, Texas for FY2014- 2015 has heretofore been approved as provided by law and filed with the City Secretary under Ordinance 2014-10; and,

WHEREAS, pursuant to Texas LGC §102.010, budget amendments shall be passed and approved by City Council; and,

WHEREAS, on December 18, 2014, the City Council approved a non-budgeted expenditure, a new Building Codes Permit Clerk; and,

WHEREAS, the overall financial statement for fiscal year 2014-15 provides appropriate funding to cover the department's deficit; and

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

1. That the City Secretary is hereby directed to file this ordinance as an Amendment to the original General Fund budget.
2. That the Finance Officer is hereby directed to amend the original General Fund budget by:
 - A. Increasing the expenditure line item "Salaries" (01-505-101) by \$25,000, for cost of new position.
 - B. Increasing the expenditure line item "Taxes -- FICA" (01-505-102) by \$2,000, for cost of new position.
 - C. Increasing the expenditure line item "Taxes -- Medicare" (01-505-103) by \$500 for cost of new position.
 - D. Increasing the expenditure line item "Retirement" (01-505-106) by \$6,000 for cost of new position.
 - E. Increasing the expenditure line item "Insurance" (01-505-107) by \$4,000 for cost of new position.
 - F. Increasing the expenditure line item "Minor Equipment" (01-505-305) by \$3,200 for cost of incidentals for new position.
 - G. Decreasing the expenditure line item "Contingency" (01-507-390) by \$40,700 for cost of new position and incidentals.

PASSED AND APPROVED this 19th day of November, 2015.

Cheryl Landman, Mayor

Attest:

Approved as to Form:

P. Abrego, City Secretary

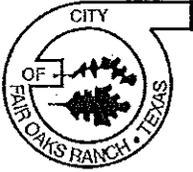
Charles Zech, City Attorney

CITY OF FAIR OAKS RANCH
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: SEPTEMBER 30TH, 2015

01 -GENERAL FUND
 FINANCIAL SUMMARY

100.00% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUE SUMMARY					
00-GENERAL	5,362,149.00 (602,250.06)	4,518,873.51	84.27	843,275.49
TOTAL REVENUES	5,362,149.00 (602,250.06)	4,518,873.51	84.27	843,275.49
EXPENDITURE SUMMARY					
01-ADMINISTRATION	1,860,636.00	78,116.20	1,758,885.17	94.53	101,750.83
02-MUNICIPAL COURT	87,965.00	8,038.45	81,908.71	93.12	6,056.29
03-PUBLIC SAFETY	1,725,970.00	174,934.71	1,653,285.42	95.79	72,684.58
04-PUBLIC HEALTH/EMERGENC	287,331.00	6,439.74	281,875.77	98.10	5,455.23
05-BUILDING CODES	123,477.00	21,258.91	158,638.95	128.48 (35,161.95)
06-MAINTENANCE	879,352.00	286,948.06	799,145.67	90.88	80,206.33
07-CULTURE/RECREATION/OTH	97,643.00	14,545.50	33,233.27	34.04	64,409.73
09-CAPITAL OUTLAYS	299,775.00	25,078.93	106,671.50	35.58	193,103.50
TOTAL EXPENDITURES	5,362,149.00	615,360.50	4,873,644.46	90.89	488,504.54
REVENUES OVER/(UNDER) EXPENDITURES	0.00 (1,217,610.56) (354,770.95)		354,770.95



CITY COUNCIL CONSIDERATION ITEM
CITY OF FAIR OAKS RANCH, TEXAS

AGENDA TOPIC: Approval of Ordinance amending the Fair Oaks Ranch Code of Ordinances Chapter 3 "Building Regulations", adopting the 2015 International Building Code, the 2015 International Residential Code, the 2015 International Energy Conservation Code, the 2015 International Plumbing Code, the 2014 National Electric Code, the 2015 International Mechanical Code, the 2015 International Fuel Gas Code, and the 2015 International Fire Code, and creating a Board of Appeals.

START/END DATE: November 19, 2015

DEPARTMENT: Building Codes

PRESENTED BY: Building Official

INTRODUCTION/BACKGROUND:

The City of Fair Oaks Ranch has from time to time updated the codes adopted by Ordinance. The current codes in effect are the International Building Codes 2009 edition and National Electric Code 2008 edition. It is suggested we adopt the 2015 and 2014 editions respectively.

POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:

1. Improved safety of buildings.
2. Better ISO insurance rating.
3. Increased resale value of buildings.

LONGTERM FINANCIAL & BUDGETARY IMPACT:

Negligible -- Price of new code books \$609.96

LEGAL ANALYSIS:

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

RECOMMENDATION/PROPOSED MOTION:

Approve Ordinance amending the Fair Oaks Ranch Code of Ordinances Chapter 3 "Building Regulations" Article 3.01; General Provisions, Article 3.03; Building Code, Article 3.04; Residential Code, Article 3.05; Energy Conservation Code, Article 3.06; Plumbing, Article 3.07; Electricity, Article 3.08; Mechanical Code, Article 3.09; Fuel Gas Code, Chapter 5 "Fire Prevention and Protection" Article 5.02; Fire Code, Providing for a penalty of not more than \$2000 per violation per day for noncompliance, with an effective date of October 15, 2015.

ORDINANCE 2015-XX

AMENDING THE FAIR OAKS RANCH CODE OF ORDINANCES CHAPTER 3 "BUILDING REGULATIONS", ARTICLE 3.03; BUILDING CODE, ARTICLE 3.04; RESIDENTIAL CODE, ARTICLE 3.05; ENERGY CONSERVATION CODE, ARTICLE 3.06; PLUMBING, ARTICLE 3.07; ELECTRICITY, ARTICLE 3.08; MECHANICAL CODE, ARTICLE 3.09; FUEL GAS CODE, CREATING ARTICLE 3.16; BOARD OF APPEALS, CHAPTER 5 "FIRE PREVENTION AND PROTECTION" ARTICLE 5.02; FIRE CODE, PROVIDING FOR A PENALTY OF NOT MORE THAN \$2000 PER VIOLATION PER DAY FOR NONCOMPLIANCE, AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE

WHEREAS, it is the desire of the City of Fair Oaks Ranch, Texas, to adopt, in all respects, the various International Codes relating to buildings, residential, energy conservation, plumbing, mechanical, and gas, and to adopt the National Electrical Code, and;

WHEREAS, the adoption of these Codes is done to facilitate proper inspection activities by the City of Fair Oaks Ranch, Texas relating to construction and to maintenance of buildings within the corporate city limits and relating to public safety, health and general welfare, and;

WHEREAS, from time to time, it is necessary to update the city's Building Regulations, found in the Fair Oaks Ranch Code of Ordinances Chapter 3 and the city's Fire Prevention, found in Chapter 5 of same Code, and;

WHEREAS, the city, by local amendment to the adopted codes desires to create and appoint a Board of Appeals to hear and resolve appeals from the determinations of the building official for the city.

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

SECTION I. Board of Appeals

Chapter 3 Building Regulations is hereby amended as follows:

Article 3.16 Board of Appeals is hereby created as set forth in Attachment A

SECTION II. Amendments

A. Chapter 3 "Building Regulations"

1. Article 3.03 "Building Code" is hereby amended as follows:

Section 3.03.001(a) "Adopted" -International Building Code, 2015 edition.
Section 113 (IBC) Board of Appeals is hereby repealed in its entirety.

2. International Existing Building Code, 2015 edition.

Section 112 Board of Appeals is hereby repealed in its entirety.

3. Article 3.04 "Residential Code" is hereby amended as follows:

Section 3.04.001(a) "Adopted" -International Residential Code for One- and Two-Family Dwellings, 2015 edition, including appendixes A, B, C, D, G, H, and J but excluding Sections R313 and P2904.
Section R112 (IRC) Board of Appeals is hereby repealed in its entirety.

4. Article 3.05 "Energy Conservation Code" is hereby amended as follows:

Section 3.05.001(a) "Adopted" -International Energy Conservation Code, 2015 edition.

Section C109 (IEC) Board of Appeals is hereby repealed in its entirety.

5. Article 3.06 "Plumbing" is hereby amended as follows:

Section 3.06.031(a) "Adopted" -International Plumbing Code, 2015 edition. Including Appendix E.

Section 109 (IPC) Means of Appeal is hereby repealed in its entirety.

6. Article 3.07 "Electricity" is hereby amended as follows:

Section 3.07.031(a) "Adopted" -National Electric Code, 2014 edition.

7. Article 3.08 "Mechanical Code" is hereby amended as follows:

Section 3.08.001(a) "Adopted" -International Mechanical Code, 2015 edition.

Section 109 (IMC) Means of Appeal is hereby repealed in its entirety.

8. Article 3.09 "Fuel Gas Code" is hereby amended as follows:

Section 3.09.001(a) "Adopted" -International Fuel Gas Code, 2015 edition.

Including Appendices A, B, and C.

Section 109 (IFGC) Means of Appeal is hereby repealed in its entirety.

B. Chapter 5 "Fire Prevention and Protection"

1. Article 5.02 "Fire Code" is hereby amended as follows:

Section 5.02.001(a) "Adopted" -International Fire Code, 2015 edition.

Section 108 (IFC) Board of Appeals is hereby repealed in its entirety.

SECTION III. Amendments

All existing amendments to the International Residential Code 2009 edition, International Plumbing Code 2009 edition, and National Electric Code 2008 edition, shall remain in effect and be considered amendments to the appropriate codes adopted herein.

SECTION IV. Violation

Any person, firm, corporation, or association violating the provision of this ordinance shall, upon conviction, be fined in any sum consistent with Section 1.01.009 of the Code of Ordinances.

SECTION V. Continuing Effect

That nothing in this ordinance or in the codes adopted herein shall be construed to affect any suit or proceeding impending in any court, or any rights acquired; or liability incurred, or any cause or causes of action acquired or existing, under any act or ordinance hereby repealed as cited in Section 3 of this ordinance; nor shall any just or legal right or remedy of any character be lost, impaired or affected by this ordinance.

SECTION VI. 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, approval and publication as required by law.

Passed and approved this the 19th day of November, 2015.

Cheryl Landman, Mayor

ATTEST:

APPROVED AS TO FORM:

P. Abrego, City Secretary

C. Zech, City Attorney

BOARD OF APPEALS

Article 3.16 – BOARD OF APPEALS

3.16.001 General. In order to hear and decide appeals of orders, decisions, or determinations made by the Building Official relative to the application and interpretation of the International Building Code, International Residential Code for One and Two Family Dwellings, International Energy International Mechanical Code, International Fuel Gas Code, International Fire Code, Conservation Code, International Plumbing Code, and National Electric Code.

There shall be and is hereby created a Board of Appeals. The Board shall be appointed by the Fair Oaks Ranch City Council and shall hold office at its pleasure. The Board shall adopt rules of procedure for conducting its business.

3.16.002 Limitations and Authority. An application for appeal shall be based on a claim that the true intent of these codes or the rules legally adopted thereunder have been incorrectly interpreted, the provisions of these codes do not fully apply or an equally good or better form of construction is proposed. The Board shall not have authority to waive requirements of these codes.

3.16.003 Application. The application for appeal shall be filed on a form obtained from the building codes department within 20 days after the notice was served.

3.16.004 Membership of board. The Board of Appeals shall consist of persons appointed by the City Council, by Resolution, to serve at the will of the City Council or until a successor has been appointed.

The building official shall be an ex officio member of said board but shall have no vote on any matter before the Board.

3.16.004(a) Alternate members. The City Council, by Resolution, shall appoint one alternate member who shall be called by the Board Chairperson to hear appeals during the absence or disqualification of a member. The alternate member shall possess the qualifications required for board membership and shall serve at the will of the City Council or until a successor has been appointed.

3.16.004(b) Qualifications. The Board shall consist of members who are qualified by experience and training to pass on matters pertaining to building construction and are not employees of the jurisdiction.

3.16.004(c) Rules and Procedures. The Board is authorized to establish policies and procedures necessary to carry out its duties.

3.16.004(d) Chairperson. The Board shall select one of its members to serve as chairperson. The chairperson shall serve at the will of the Board.

3.16.004(e) Disqualification of member. A member shall not hear an appeal in which that member has a personal, professional or financial interest.

3.16.004(f) Secretary. A Building Codes administrative employee shall be designated as the Board of Appeals secretary. The secretary shall file a detailed record of all proceedings in the office of the City Secretary.

3.16.005 Notice of meeting. The Board shall meet upon notice from the chairperson, within 10 days from the filing of an appeal or at stated periodic meetings. Notice of the meetings to the public must comply with the requirements of the Texas Open Meetings Act.

3.16.005(a) Open hearing. All hearings before the Board shall be open to the public and the conduct of the meeting must comply with the Texas Open Meetings Act. The appellant, the appellant's representative, the building official and any person whose interests are affected shall be given an opportunity to be heard.

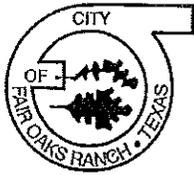
3.16.005(b) Procedure. The Board shall adopt and make available to the public through the secretary procedures under which a hearing will be conducted. The procedures shall not require compliance with strict rules of evidence, but shall mandate that only relevant information be received.

3.16.005(c) Postponed hearing. When three members are not present to hear an appeal, either the appellant or the appellant's representative shall have the right to request a postponement of the hearing.

3.16.006 Board decision. The Board shall modify or reserve the decision of the building official by a concurring vote of two-thirds of its members.

3.16.006(a) Resolution. The decision of the Board shall be by resolution. Certified copies shall be furnished to the appellant and to the building official by the Board secretary.

3.16.006(b) Administration. The building official shall take immediate action in accordance with the decision of the board.



CITY COUNCIL CONSIDERATION ITEM
CITY OF FAIR OAKS RANCH, TEXAS

AGENDA TOPIC: An Ordinance establishing no vehicle stopping, standing, or parking on Chartwell Lane during school zone hours between the 28000 and 29000 block and prohibiting U-turns on Chartwell Lane.

START/END DATE: November 2015

DEPARTMENT: Police Department

PRESENTED BY: Police Chief

INTRODUCTION/BACKGROUND:

The City of Fair Oaks Ranch has received a request of the Chartwell Homeowners Association to address unsafe traffic patterns during school hours.

POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:

Increase vehicle and pedestrian safety on Chartwell Lane.

LONGTERM FINANCIAL & BUDGETARY IMPACT:

None

LEGAL ANALYSIS:

Approved to Form by the City Attorney.

PROPOSED MOTION:

I move to approve the Ordinance establishing no vehicle stopping, standing, or parking on Chartwell Lane during school zone hours between the 28000 and 29000 block and prohibiting U-turns on Chartwell Lane.

ORDINANCE 2015-xx

AN ORDINANCE OF THE CITY OF FAIR OAKS RANCH, TEXAS ESTABLISHING NO VEHICLE STOPPING, STANDING, OR PARKING ON CHARTWELL LANE BETWEEN THE 28000 BLOCK AND THE 29000 BLOCK DURING SCHOOL ZONE HOURS; PROHIBITING U-TURNS ON CHARTWELL LANE; PROVIDING FOR DEFINITIONS; AUTHORIZING PLACEMENT OF APPROPRIATE SIGNAGE; PROVIDING FOR REPEALING, SAVINGS AND SEVERABILITY CLAUSES; PROVIDING FOR A PENALTY OF NOT LESS THAN \$25 AND NOT MORE THAN \$500; PROVIDING FOR AN EFFECTIVE DATE AND PROVIDING FOR THE PUBLICATION OF THE CAPTION HEREOF

WHEREAS, The City of Fair Oaks Ranch has located within its boundaries a street known as Chartwell Lane; and,

WHEREAS, The City of Fair Oaks Ranch has received a request of the Chartwell Homeowners Association to address unsafe traffic patterns during school hours; and,

WHEREAS, the City Council of the City of Fair Oaks Ranch has determined, for the safety and well being of the citizens of Fair Oaks Ranch, to establish an ordinance prohibiting the stopping, standing, or parking of vehicles during the hours that designate a school zone and to prohibit u-turns on Chartwell Lane, Fair Oaks Ranch, Bexar County, Texas, which is under the jurisdiction of the City, in accordance with the Texas Transportation Commissions Manual on Uniform Traffic Control devices as described below.

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

SECTION 1: Findings Incorporated. The findings set forth above are incorporated into the body of this Ordinance as if fully set forth herein.

SECTION 2: Establishing a No Stopping, Parking or Standing and No U-Turn Ordinance.

SECTION 3: Violation.

A. It shall be unlawful to stop, stand or park a vehicle except when necessary to avoid conflict with other traffic or in compliance with law or directions of a police officer or traffic-control device, beginning at the 28000 block of Chartwell Lane and ending at the 29000 block of Chartwell Lane between the hours of 7:00 am and 9:00 am and between the hours of 2:00 pm and 4:30 pm on school days only.

B. It shall be unlawful to perform a U-Turn on Chartwell Lane. (unlawful to turn a vehicle so as to proceed in the opposite direction).

SECTION 4: Definitions.

A. "Park" or "parking" means to stand an occupied or unoccupied vehicle regardless if the engine is or is not engaged.

B. "Stand" or "standing" means to halt an occupied or unoccupied vehicle regardless if the engine is or is not engaged.

C. "Stop" or "stopping" means:

1. To completely cease movement; and,
2. To halt, including momentarily halting, an occupied or unoccupied vehicle.

SECTION 5: Placement of Signs. The City Engineer, or his designee, is hereby authorized and directed to cause the placement of the appropriate signage. The signs shall conform to the Texas Transportation Commissions Manual on Uniform Traffic Control Devices.

SECTION 6: Savings/Repealing Clause. All provisions of any ordinance in conflict with this Ordinance are hereby repealed to the extent they are in conflict; but such repeal shall not abate any pending prosecution for violation of the repealed ordinance, nor shall the repeal prevent a prosecution from being commenced for any violation if occurring prior to the repeal of the ordinance. Any remaining portions of said ordinances shall remain in full force and effect.

SECTION 7: Severability. Should any section, subsection, sentence, clause or phrase of this Ordinance be declared unconstitutional or invalid by a court of competent jurisdiction, it is expressly provided that any and all remaining portions of the Ordinance shall remain in full force and effect. The City of Fair Oaks Ranch hereby declares that it would have passed this Ordinance, and each section, subsection, clause or phrase thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses and phrase be declared unconstitutional or invalid.

SECTION 8: Penalty Provision. Any violation of this Ordinance shall be deemed guilty of a misdemeanor, and upon conviction thereof shall be fined a sum of not less than \$25 nor more than \$500. The signs designated in this Ordinance shall become the property of the City and penalty for removing or having possession any signs designated as property of the City shall be punishable by a fine not less than \$25 nor more than \$500. The City of Fair Oaks Ranch retains all legal rights and remedies available to it pursuant to local, state and federal law.

SECTION 9: Effective Date. This Ordinance shall be effective upon its passage, approval, and publication as required by law.

PASSED AND APPROVED this 19th day of November, 2015

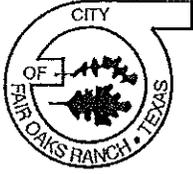
Cheryl Landman, Mayor

ATTEST:

APPROVED AS TO FORM:

P. Abrego, City Secretary

Charlie Zech, City Attorney



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

AGENDA TOPIC: Approving Resolution appointing Vice Chairman and ETJ representative and Developer to the City of Fair Oaks Ranch Capital Improvements Advisory Committee.

START/END DATE: November 19, 2015

DEPARTMENT: Public Works

PRESENTED BY: Public Works Director

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 Vice Chairman, ETJ representative and Developer.

POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:

N/A

LONGTERM FINANCIAL & BUDGETARY IMPACT:

N/A

LEGAL ANALYSIS:

N/A

RECOMMENDATION/PROPOSED MOTION:

I recommend to approve the Resolution appointing Vice Chairman and ETJ representative and Developer to the City of Fair Oaks Ranch Capital Improvements Advisory Committee.

**RESOLUTION 2015-XX
APPOINTING A VICE CHAIRMAN AND ETJ REPRESENTATIVE AND DEVELOPER
TO THE CITY OF FAIR OAKS RANCH CAPITAL IMPROVEMENTS ADVISORY COMMITTEE**

WHEREAS, 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 and of the City of Fair Oaks Ranch Capital Improvements Advisory Committee Rules and Procedures; and

WHEREAS, members have been asked to join the Committee to serve at the pleasure of the City Council to assist in their function in performing duties under Chapter 395 of the Local Government Code and the Committee Rules and Procedures; and

WHEREAS, the City Council of Fair Oaks Ranch has determined that the Committee will be composed of no fewer than five members with 40 percent of the members representing the real estate, development, or building industries; and

WHEREAS, the City Council of Fair Oaks Ranch has determined the designation of a Vice Chairman to serve on the Committee; and

WHEREAS, the City Council of Fair Oaks Ranch deems it necessary to appoint a member to the Committee to represent the ETJ; and

WHEREAS, the City Council of Fair Oaks Ranch deems it necessary to appoint a member to the Committee to represent the Developer.

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

1. The City Council hereby appoints the following interested individual to serve as the Vice Chairman of the Capital Improvements Advisory Committee:

John Merritt; Resident At Large

2. The City Council hereby appoints the following interested individual to serve on the Capital Improvement Advisory Committee as an ETJ representative:

Paul Lampe; ETJ Resident

3. The City Council hereby appoints the following interested individual to serve on the Capital Improvement Advisory Committee as a Developer:

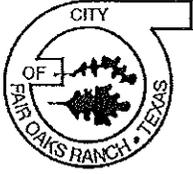
Dana Green; Developer

PASSED AND APPROVED THIS THE 19TH DAY OF NOVEMBER, 2015.

Cheryl Landman, Mayor

ATTEST:

P. Abrego, City Secretary



CITY COUNCIL CONSIDERATION ITEM
CITY OF FAIR OAKS RANCH, TEXAS

AGENDA TOPIC: Approval of Elkhorn Ridge Unit 2
START/END DATE: September 2015/ November 2015
DEPARTMENT: Public Works
PRESENTED BY: Ronald Emmons

INTRODUCTION/BACKGROUND:

On September 16, 2015 a Preliminary Plat, subdividing Elkhorn Ridge Unit 2, was submitted to the Public Works Department by Alamo Consulting Engineering and Surveying (ACES), Inc. Elkhorn Ridge Unit 2 is to consist of 18 residential lots, 1 greenbelt lots, and 2 lots for a private streets. After review and comments, ACES updated the Preliminary Plat and submitted a Final Plat on November 4, 2015 for consideration. As of November 12, 2015, ACES has fulfilled all of the requirements of the Subdivision Ordinance.

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:

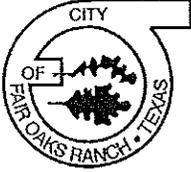
None

LEGAL ANALYSIS:

None

PROPOSED MOTION:

I move to grant approval of the final plat that subdivides Elkhorn Ridge Unit 2 as presented.



CITY COUNCIL CONSIDERATION ITEM
CITY OF FAIR OAKS RANCH, TEXAS

AGENDA TOPIC: Determination that the City Council Town Hall held on November 5, 2015 served as a public purpose and as such, approval of a \$500 donation to the Cibolo Creek Community Church for the use of their facilities and equipment

START/END DATE: November 19, 2015

DEPARTMENT: Council

PRESENTED BY: Alderwoman MaryAnne Havard

INTRODUCTION/BACKGROUND: Use of the Cibolo Creek Community Church (CCCC) auditorium on November 5, 2015 allowed for 263+ citizens of the City of Fair Oaks Ranch a face to face opportunity to hear a presentation from Texas Parks and Wildlife (TPW), and for TPW and Council to take questions and hear citizen comments. Invaluable support was provided free of charge by Church staff and Church members who assisted with event set-up, audio-visual equipment usage, parking, and welcomed citizens at the door. The location provided a one-of-a-kind forum for the town hall meeting.

POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:

1. Thanking the CCCC for their deeds as a good neighbor is good policy.
2. Since the City of Fair Oaks Ranch does not have facilities, employees or audio equipment to accommodate the anticipated high volume attendance, Cibolo Creek Community Church, at no charge, extended their facilities, equipment and employees to the City; and reimbursement for is appropriate.
3. The City Council Town Hall meeting, held on November 5, 2015 served as a public purpose, was beneficial to the residents of Fair Oaks Ranch, and the information provided will continue to benefit the City.

LONGTERM FINANCIAL & BUDGETARY IMPACT:

None

LEGAL ANALYSIS:

Supported by City Attorney's office legal analysis.

RECOMMENDATION/PROPOSED MOTION:

The City Council approve Resolution, for the exclusive use of the Church facilities and equipment during the Town Hall meeting on November 5, 2015, a \$500 donation to offset the four hours of use of the facility.

RESOLUTION 2015-xx

DETERMINING THE NOVEMBER 5, 2015 CITY COUNCIL TOWN HALL SERVED A PUBLIC PURPOSE AND AUTHORIZING A DONATION OF \$500 TO THE CIBOLO COMMUNITY CREEK CHURCH FOR THE EXCLUSIVE USE OF THEIR FACILITIES AND EQUIPMENT FOR THE PUBLICLY-HELD TOWN HALL MEETING

WHEREAS, the City Council of the City of Fair Oaks Ranch, on October 23, 2015, at a special City Council meeting, scheduled a City Council Town Hall meeting to present, discuss and perform a real-time survey of residents on deer management by the Texas Parks and Wildlife; and,

WHEREAS, since the City of Fair Oaks Ranch does not have facilities, employees or audio equipment to accommodate the anticipated high volume attendance, Cibolo Creek Community Church, at no charge, extended their facilities, equipment and employees to the City; and,

WHEREAS, the four hour Town Hall meeting, held on November 5, 2015 was attended by approximately 263 attendees at the Cibolo Creek Community Church; and,

WHEREAS, the meeting attendees were afforded the opportunity to participate in a real-time survey on deer management and to ask questions of Texas Parks and Wildlife and the City Council.

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

Section 1. Findings Incorporated. The findings set forth above are incorporated into the body of this Resolution as if fully set forth herein.

Section 2. Determination of public purpose. The City Council determines the City Council Town Hall meeting, held on November 5, 2015 served as a public purpose, was beneficial to the residents of Fair Oaks Ranch, and the information provided will continue to benefit the City.

Section 3. Donation. The City Council, for the exclusive use of the Church facilities and equipment during the Town Hall meeting, determines a \$500 donation is appropriate to offset the four hours of use of the facility.

PASSED and APPROVED on this the 19th day of November, 2015.

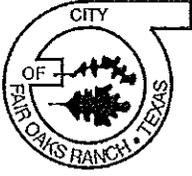
Mayor Cheryl Landman

ATTEST:

APPROVED AS TO FORM:

City Secretary Priscilla Abrego

Charlie Zech, City Attorney



CITY COUNCIL CONSIDERATION ITEM
CITY OF FAIR OAKS RANCH, TEXAS

AGENDA TOPIC: Approval of Resolution casting votes for candidates for the Board of Directors for Bexar, Comal, and Kendall Appraisal Districts for tax years 2016 and 2017.

START/END DATE: January 2016 – December 2017

DEPARTMENT: City Council

PRESENTED BY: Mayor

INTRODUCTION/BACKGROUND:

Texas Property Tax Code states the governing body of each taxing unit entitled to vote shall determine its vote for appraisal district board of directors by resolution and submit no later than December 15, 2015. Furthermore, it states voting entitlement is determined by dividing the total dollar amount of property taxes imposed in the District by the taxing unit for the preceding tax year by the sum of the total dollar amount of property taxes imposed in the District for that year by each taxing unit that is entitled to vote, by multiplying the quotient by 1,000 and by rounding the product to the nearest whole number. In Bexar we have 4 votes, in Comal we have 5 votes and 71 in Kendall Appraisal.

POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:

City representation

LONGTERM FINANCIAL & BUDGETARY IMPACT:

None

LEGAL ANALYSIS:

None

RECOMMENDATION/PROPOSED MOTION:

I move to authorize the City Council to cast 4 votes for Cheri Byrom, 5 votes for Dennis Ryther, and 71 votes for Bud Paulson.

**RESOLUTION 2015-XX
OF THE CITY OF FAIR OAKS RANCH, TEXAS CASTING VOTES FOR CANDIDATES FOR THE
BOARD OF DIRECTORS FOR BEXAR, COMAL, AND KENDALL APPRAISAL DISTRICTS FOR
TAX YEARS 2016-2017**

WHEREAS, the City of Fair Oaks Ranch is required under Section 6.03(k) of the Texas Property Tax Code to cast votes by written resolution for the candidate(s) for the Board of Directors for the Bexar, Comal, and Kendall Appraisal Districts; and

WHEREAS, the City of Fair Oaks Ranch is required to submit its' results of the vote to the Chief Appraiser of the Bexar, Comal, and Kendall Appraisal Districts by December 15, 2015.

THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF FAIR OAKS RANCH, hereby cast votes for candidates for the election of the Board of Directors for the following Appraisal Districts as follows:

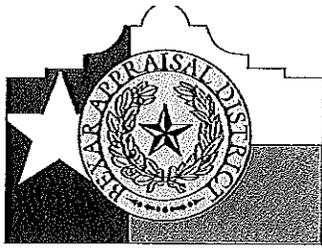
- I. 4 votes cast for Cheri Byrom for Board of Directors for Bexar Appraisal District
- II. 5 votes cast for Dennis Ryther for Board of Directors for Comal Appraisal District
- III. 71 votes cast for Bud Paulson for Board of Directors for Kendall Appraisal District

PASSED and APPROVED this 19th day of November, 2015.

Cheryl Landman, Mayor

Attest:

P. Abrego, City Secretary



OFFICIAL ELECTION BALLOT
OF BEXAR APPRAISAL DISTRICT BOARD OF DIRECTORS
TO SERVE TWO-YEAR TERM
FROM JANUARY 1, 2016 THROUGH DECEMBER 31, 2017

CANDIDATE

NUMBER OF VOTES

KENNETH BOULDIN
(NOMINATED BY SOUTHSIDE ISD)

JACK E. BURTON JR
(NOMINATED BY CITY OF BALCONES HEIGHTS)

CHERI BYROM
(NOMINATED BY SOUTHWEST ISD & JUDSON ISD)

4

KEITH HUGHEY
(NOMINATED BY NORTH EAST ISD)

YVONNE KATZ
(NOMINATED BY ALAMO COMMUNITY COLLEGE DISTRICT)

CARLOS QUEZADA
(NOMINATED BY HARLANDALE ISD)

SERGIO "CHICO" RODRIGUEZ
(NOMINATED BY BEXAR COUNTY)

MICHELE BUNTING ROSS
(NOMINATED BY CITY OF SHAVANO PARK)

RICK A. SCHRODER
(NOMINATED BY CITY OF HELOTES)

CHRIS SWEENY
(NOMINATED BY TOWN OF HOLLYWOOD PARK)

GEORGE TORRES
(NOMINATED BY NORTHSIDE ISD)

ROBERTO C. TREVIÑO
(NOMINATED BY CITY OF SAN ANTONIO)

TAXING UNIT NAME: _____

IMPORTANT -- VOTE MUST BE MADE BY RESOLUTION.
PLEASE BE SURE TO ATTACH THIS BALLOT TO YOUR RESOLUTION.
THANK YOU.

OFFICIAL BALLOT

Issued to: City of Fair Oaks

TO ELECT
BOARD OF DIRECTORS FOR THE COMAL APPRAISAL DISTRICT
FOR THE YEARS 2016-2017

Directions: Please enter the number of votes cast on the blank space opposite the name of the candidate or divide those votes amount any number of the candidates. You have 5 total available votes.

Table with 3 columns: CANDIDATES, NOMINATING BODY, VOTES CAST. Contains 6 rows of candidate information and vote counts.

Issued under my hand this 22nd day of October, 2015.

[Signature]
Curtis Koehler, Chief Appraiser

RESOLUTION OF VOTES CAST TO ELECT DIRECTORS FOR THE COMAL APPRAISAL DISTRICT FOR THE YEARS 2016-2017

WHEREAS, Section 6.03(k), of the Texas Property Tax Code requires that each taxing unit entitled to vote cast their vote by Resolution and submits results of that vote to the Chief Appraiser of the Comal Appraisal District by December 15, 2015.

THEREFORE, the City of Fair Oaks submits the above Official Ballot, as issued by the Chief Appraiser, stating the vote for candidates for the election of the Board of Directors for the Comal Appraisal District.

ACTION TAKEN this ___ day of ___, 2015, in ___ Session of the governing body of the above mentioned taxing unit; as authorized under Section 6.03 of the Texas Property Tax Code for the purpose of casting votes to elect the Board of Directors of the Comal Appraisal District.

Four horizontal lines for recording action taken.

ATTEST:

BALLOT FOR KENDALL APPRAISAL DISTRICT BOARD OF DIRECTORS
FOR 2016-2017.

NOMINEE

VOTES

Mr. Jonathon B. Cluck
Mr. Charles R. "Bob" Duncan
Mr. Don M. Edmondson
Mrs. Chris R. Godsey
Mr. Bud Paulson
Mr. Robert T. Weller, II
Mrs. Gerri K. Selensky

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To: City Council

From; Interim City Administrator

Subject: Draft Work Plan FY 2015-16

Attached is a draft Work Plan for the 2015-16 Fiscal Year. The draft has been compiled from your requests for upcoming agenda items and other comments as well as suggestions and recommendations from staff. A presentation of the draft is scheduled for the November 19th Council Meeting in order to obtain the Council's prioritization of the projects and assure that staff has included all of your priority items. Staff plans to finalize the Work Plan for Council approval in December.

I believe this to be a very aggressive compilation of work within available Council and staff resources which cannot be totally accomplished this fiscal year. Accordingly your prioritization is critical. Thanks!

Work Plan
FY 2015-16
City of Fair Oaks Ranch
DRAFT

GOVERNANCE

- Strategic Planning
- Home Rule
- City Administrator Recruitment
- Code of Ethics

DEVELOPMENT

- Development and Land Use Planning
- Zoning Annexation
- Revision of Subdivision Regulations
- Extension of Water and Sewer CCNs

PUBLIC WORKS

- Street Bond Projects (engineering, prioritization & implementation)
- White-line Shoulder Striping
- Battle Intense/Cibolo Creek Bridge
- Municipal Campus Complex Planning
- Fair Oaks Gateway (Parkway@ I-10)
- Boerne ISD Mulch Site Replacement

WATER & WASTEWATER INFRASTRUCTURE

- WATER
 - Water Capacity Study (Grant Snyder)
 - Aging Infrastructure: lines pumps, fire hydrants, emergency power etc.
- WASTEWATER
 - Treatment Plant Options & Future Needs
 - Plant Relocation Locations
 - Financing

ENVIRONMENTAL

- Deer Management
- Stormwater Management
- Solid Waste Contract
- Hazardous Waste Pick-up
- Oak Wilt Ordinance
- Water & Wastewater Rate Structure
 - Tiered Rates
 - Flat Rates
 - Conservation Incentives

PUBLIC SAFETY

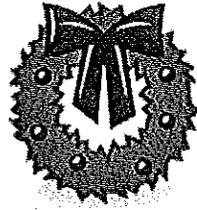
- Fire/EMS Planning
- Golf Cart Ordinance
- School Crossing Safety

ADMINISTRATION

- Employee Evaluation Process
- Personnel Manual
- Audio/Visual Capabilities In Council Chambers
- Digitize City Records & Management
- Website Enhancement
- Revamp Budget Process

INTER-GOVERNMENTAL

- Inter-Local Subdivision Agreements w/ Bexar & Kendall Counties
- Ralph Fair/Cibolo Creek Bridge (TxDOT)
- Traffic Access Plan (New Boerne ISD Elementary School)
- TCEQ Compliance
 - Water System Record Drawing (As-built)
 - Odor Issues at Wastewater Treatment Plant



CITY OF FAIR OAKS RESIDENTS
HOLIDAY SCHEDULE

Just a friendly reminder that our office will be closed Thanksgiving
Christmas & New Year's Day. **IF** your regular service day is on
Thursday/Friday then see below for your make up service day.
Also, Christmas Trees are scheduled to be picked up the week of
January 11, 2016.

AREA	REGULAR PICK UP DATE	HOLIDAY PICK UP DATE
<u>TRASH SERVICE</u>		
	Thursday, November 26 th Thanksgiving Day	Saturday, November 28 th
	Friday, December 25 th Christmas Day	Saturday, December 26 th
	Friday, January 1 st New Year's Day	Saturday, January 2 nd
<u>RECYCLE SERVICE</u>		
	Thursday, November 26 th Thanksgiving Day	Saturday, November 28 th
	Thursday, December 24 th Christmas Eve Day	Saturday, December 26 th
	Friday, January 1 st New Year's Day	Saturday, January 2 nd

Your regular Thursday service pick up will resume on January 7th.
If you have any questions or concerns please contact our Customer
Service Department at 210-304-2700.

Thank you
Republic Services