



**CITY OF FAIR OAKS RANCH**  
**BOND ADVISORY COMMITTEE**

Thursday, November 30, 2023 at 9:00 AM  
Spring Creek United Methodist Church (Fellowship Building)  
9200 Dietz Elkhorn, Fair Oaks Ranch, TX

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**AGENDA**

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**OPEN MEETING**

1. Roll Call - Declaration of a Quorum.

**CITIZENS and GUEST FORUM**

*To address the Committee, please sign the Attendance Roster located on the table at the entrance of the meeting room of the Fellowship Building. In accordance with the Open Meetings Act, the Bond Advisory Committee may not discuss or take action on any item which has not been posted on the agenda. Speakers shall limit their comments to five (5) minutes each.*

2. Citizens to be heard.

**CONSENT AGENDA**

*The following items are considered routine by the Bond Advisory Committee, there will be no separate discussion on these items and will be enacted with one motion. Items may be removed by any Committee Member by making such request prior to a motion and vote.*

3. Approval of the November 9, 2023 Bond Advisory Committee meeting minutes.

Amanda Valdez, TRMC, Deputy City Secretary

**PRESENTATIONS**

4. Recap of the November 9, 2023 Bond Advisory Committee meeting.

Grant Watanabe, Director of Public Works & Engineering Services

**CONSIDERATION / DISCUSSION ITEMS**

5. Demonstration, consideration, and possible action related to the Bond Advisory Committee website.

Summer Fleming, Interim Finance Director

6. Consideration and possible action on an updated financial model.

Summer Fleming, Interim Finance Director

7. Consideration and possible action to schedule a tour of bond projects in the City.

Seth Mitchell, Committee Chair

8. Consideration and possible action concerning recommendations for projects to be included as part of the 2024 bond package to City Council.

Seth Mitchell, Committee Chair

- 9. Request by committee members to add an item to a future bond committee agenda.

Seth Mitchell, Committee Chair

**FUTURE MEETINGS**

- 10. Bond Advisory Committee Meetings:

- December 13, 2023 at 9:00 AM, Fellowship Building of Spring Creek United Methodist Church.

**ADJOURNMENT**

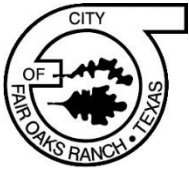
**Signature of Agenda Approval:** s/Seth Mitchell

Seth Mitchell, Committee Chair

I, Amanda Valdez, TRMC, Deputy City Secretary, certify that the above Notice of Meeting was posted on the outside bulletin board at the Fair Oaks Ranch City Hall, 7286 Dietz Elkhorn, Fair Oaks Ranch, Texas, and on the City’s website [www.fairoaksranchtx.org](http://www.fairoaksranchtx.org), both places being convenient and readily accessible to the general public at all times.

As per Texas Government Code 551.045, said Notice was posted by 9:00 AM, November 27, 2023 and remained so posted continuously for at least 72 hours before said meeting was convened.

The Spring Creek United Methodist Church Fellowship Building is wheelchair accessible at the front main 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.



**CITY OF FAIR OAKS RANCH**  
**BOND ADVISORY COMMITTEE**

Thursday, November 09, 2023 at 9:00 AM

Public Safety Training Room, Police Station, 7286 Dietz Elkhorn, Fair Oaks Ranch

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**MINUTES**

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**OPEN MEETING**

1. Roll Call - Declaration of a Quorum.

Present: Chairman Seth Mitchell, Vice Chairman Marcus Garcia, and Committee Members: John Guidry, Paul Mebane, and Jamin Kazarian

Absent: Dana Green and Ben Koerner

Council Liaison, Emily Stroup, was also in attendance.

With a quorum present, the meeting was called to order at 9:00 AM

**CITIZENS and GUEST FORUM**

2. **Citizens to be heard** – None.

**CONSENT AGENDA**

3. **Approval of the October 24, 2023 Bond Advisory Committee meeting minutes.**

MOTION: Made by Paul Mebane, seconded by Jamin Kazarian, to approve the October 24, 2023 Bond Advisory Committee meeting minutes.

VOTE: 5-0, Motion Passed.

**CONSIDERATION / DISCUSSION ITEMS**

4. **Discussion on the Bond Advisory Committee's organization.**

Seth Mitchell, Committee Chairman, provided an overview of the committee's organization, inclusive of agenda preparation and the conduct of meetings.

*Joe DeCola arrived at 9:07 AM.*

**PRESENTATIONS**

5. **Recap of the October 24, 2023 Bond Advisory Committee meeting.**

Summer Fleming, Interim Finance Director, summed up the information provided at the first meeting in regard to a possible election, a proposed schedule of meetings, and debt types. The committee reviewed a Committee Charter and directed staff to remove the word neutral from the section titled Committee Purpose to read: To assist the City Council with recommendations on the need, scope, timing, and financing of each project within the CIP.

*Chris Weigand arrived at 9:12 AM.*

The committee members agreed that the report to Council will be prepared by the committee. The Chairman will work with members to produce it.

Grant Watanabe, Director of Public Works & Engineering Services, addressed questions and requests for more details that were brought up at the October 24, 2023 Bond Advisory Committee meeting.

**6. Capital Improvements Plan – Drainage Projects.**

Grant Watanabe, Director of Public Works & Engineering Services, provided a presentation to the committee regarding drainage projects in the City and explained how they were previously scored/prioritized in 2018 by the Stakeholders Committee. Since that time, staff has identified 24 additional drainage issues.

*The Committee went into recess at 10:54 AM.*

*The meeting was reconvened at 11:01 AM.*

**7. Capital Improvements Plan – Other Category Projects.**

Chairman Mitchell announced that this agenda item would be postponed to the next meeting.

**8. Draft funding schedule.**

Summer Fleming, Interim Finance Director, went over an updated proposed CIP schedule. Andrew Friedman, SAMCO Capital, went over the proforma handout with the Committee. The idea of creating a calculator online where residents could enter their home value to see how their taxes would be affected was proposed by the committee.

**7. Capital Improvements Plan – Other Category Projects.**

Chairman Mitchell asked staff to provide this presentation to the committee since committee members were able to stay. Grant Watanabe, Director of Public Works & Engineering Services, presented projects identified as “Other Category”. The committee discussed the projects and suggested requesting additional funds from the MDD for the civic center and gateway feature projects.

**FUTURE MEETINGS**

**9. Bond Advisory Committee Meetings**

Amanda Valdez, Deputy City Secretary, reminded the committee of the next meeting on November 30, 2023, at 9:00 AM, in the Fellowship Building of Spring Creek United Methodist Church. Due to scheduling conflicts the December 14, 2023, meeting was rescheduled to take place on December 13, 2023 at 9:00 AM, in the Fellowship Building of Spring Creek United Methodist Church.

**ADJOURNMENT**

Chairman Mitchell adjourned the meeting at 12:30 PM.

ATTEST:

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Seth Mitchell, Committee Chairman

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Amanda Valdez, TRMC  
Deputy City Secretary



# Bond Advisory Committee November 9, 2023 Meeting Recap



# Administration of Committee



Committee Charter and Organization



Committee Report



Planned Future Meeting Dates



# Drainage Projects

Approved 5-year CIP includes 10 drainage projects (\$2.1 million)

- 28907 Chartwell Lane (CIP# 35)
- 8622 Delta Dawn (CIP# 15)
- 8472 Rolling Acres Trail (CIP# 2)
- 8040 Rolling Acres Trail (CIP# 4)
- 7740 Pimlico Lane (CIP# 42)
- 7420 Rolling Acres Trail (CIP# 6)
- 8426 Triple Crown (CIP# 41)
- 8312 Triple Crown (CIP# 43)
- 29314 Sumpter Drive (CIP# 32)
- 32030 Scarteen (CIP # 53)

Other projects for consideration (\$3.6 million)

- Ammann Rd. Low Water Crossing (CIP# 1)
- Battle Intense Low Water Crossing (CIP# 23)
- 31988 Scarteen (CIP# 44)
- 7644 Pimlico Lane (CIP# 46)
- 8045 Flagstone Hill (CIP# 63)
- Various "Nice to Do" Projects





# Other Projects

Other projects  
for  
consideration  
(\$4.04 million)

- Fire Station #2 Phase 2 Upgrade
- Civic/Community Center
- City Gateway Feature
- Arbors Preserve Access Road

Draft CIP Schedule (FY2024-29)  
Draft Debt Proposal (FY2024-29)



# Follow-up Items

- Have we addressed all drainage projects with a criticality score >40?
- Clarify City responsibilities for Arbors Preserve Access Road
- Update project costs to reflect Ammann Road and Rolling Acres Trail LWC improvements included in road reconstruction project.
- Chairperson to discuss grant funding opportunities for Civic/Community Center and Gateway Feature with MDD

	2023	2024	2025	2026	2027	2028	2029	Total
<b>RELIABLE AND SUSTAINABLE INFRASTRUCTURE - DRAINAGE PROJECTS</b>								
3.3.3 Drainage 29010 Tivoli Way (Drainage CIP #34)	88,747	1,111,253	-	-	-	-	-	1,200,000
3.3.9 Drainage 7820 Rolling Acres Trail (Drainage CIP #5)	48,883	201,167	-	-	-	-	-	250,050
3.3.22 Drainage 28907 Chartwell Lane (CIP #35)	-	64,829	270,400	-	-	-	-	335,229
3.3.23 Drainage 8622 Delta Dawn (CIP# 15)	-	245,000	-	-	-	-	-	245,000
3.3.14 Drainage 8472 Rolling Acres Trail (CIP# 2)	-	-	67,600	162,240	-	-	-	229,840
3.3.17 Drainage 8040 Rolling Acres Trail (CIP# 4)	-	-	67,600	162,240	-	-	-	229,840
3.3.18 Drainage 7740 Pimlico Lane (CIP# 42)	-	-	113,844	-	-	-	-	113,844
3.3.13 Drainage 7420 Rolling Acres Trail (CIP#6)	-	-	-	-	-	-	-	-
3.3.12 Drainage 8426 Triple Crown (CIP# 41)	-	-	-	-	253,094	-	-	253,094
3.3.20 Drainage 8312 Triple Crown (CIP #43)	-	-	-	-	269,967	-	-	269,967
3.3.6 Drainage 29314 Sumpter Drive (CIP# 32)	-	-	-	-	-	72,331	193,853	266,184
3.3.19 Drainage 32030 Scarteen (CIP# 53)	-	-	-	-	-	72,331	193,853	266,184
<b>Total Drainage</b>	<b>137,630</b>	<b>1,622,249</b>	<b>519,444</b>	<b>324,480</b>	<b>523,062</b>	<b>144,662</b>	<b>387,706</b>	<b>3,659,233</b>
<b>RELIABLE AND SUSTAINABLE INFRASTRUCTURE - ROADWAY PROJECTS</b>								
3.4.10 Dietz Elkhorn Roadway reconstruction	100,721	509,429	263,253	1,994,211	2,073,979	-	-	4,941,593
3.4.13 Post Oak Tr Roadway reconstruction, TX Dot Grant	664,506	860,975	1,173,447	-	-	-	-	2,698,928
3.4.14 Connect sidewalk between Elkhorn Ridge subdivision	14,770	435,230	-	-	-	-	-	450,000
3.4.16 Reconstruct Battle Intense near Trailside	-	-	312,000	-	-	-	-	312,000
3.4.12 Rolling Acres Roadway reconstruction	-	-	-	404,411	420,588	2,916,075	3,032,718	6,773,793
<b>Total Roadway</b>	<b>779,997</b>	<b>1,805,634</b>	<b>1,748,700</b>	<b>2,398,622</b>	<b>2,494,567</b>	<b>2,916,075</b>	<b>3,032,718</b>	<b>15,176,313</b>
<b>RELIABLE AND SUSTAINABLE INFRASTRUCTURE - BUILDINGS</b>								
3.5.5 Plan and construct a civic/community center	299,441	800,000	1,450,000	-	-	-	-	2,549,441
<b>Total Buildings</b>	<b>299,441</b>	<b>800,000</b>	<b>1,450,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,549,441</b>
<b>Total Needed to Fund All Projects</b>	<b>1,217,068</b>	<b>4,227,883</b>	<b>3,718,144</b>	<b>2,723,102</b>	<b>3,017,629</b>	<b>3,060,737</b>	<b>3,420,424</b>	<b>21,384,987</b>
<b>Potential City Cash Funding</b>	<b>1,217,068</b>	<b>2,777,402</b>	<b>499,044</b>	<b>324,480</b>	<b>367,405</b>	<b>144,662</b>	<b>387,706</b>	<b>5,717,767</b>
<b>Grant Funding</b>		<b>650,481</b>	<b>2,373,447</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,023,928</b>
<b>Debt Funding Needed</b>		<b>800,000</b>	<b>845,653</b>	<b>2,398,622</b>	<b>2,650,223</b>	<b>2,916,075</b>	<b>3,032,718</b>	<b>12,643,291</b>

Unfunded General Fund Strategic Projects		2023	2024	2025	2026	2027	2028	2029	Total
<b>RELIABLE AND SUSTAINABLE INFRASTRUCTURE - DRAINAGE</b>									
3.3.11	Drainage Ammann Road Low Water Cross (CIP# 1)	-	-	57,486	59,785	570,185	592,992	-	1,280,448
	Drainage 8402 Battle Intense LWC (CIP# 23)	-	-	-	-	-	-	3,768,171	3,768,171
	Drainage 31988 Scarteen (CIP# 44)	-					100,000	-	100,000
	Drainage 7644 Pimlico Lane (CIP# 46)	-						100,000	100,000
	Drainage 8045 Flagstone Hill (CIP# 63)	-						100,000	100,000
<b>RELIABLE AND SUSTAINABLE INFRASTRUCTURE - ROADWAY</b>									
3.4.11	Ammann Road Reconstruction	-	418,761	414,773	2,875,760	2,990,791	-	-	6,700,085
	Arbors Preserve Access Road	-	-	500,000	-	-	-	-	500,000
<b>PUBLIC HEALTH, SAFETY, AND WELFARE</b>									
4.2.4	Fire Station #3 Phase 2 Upgrades	-	150,000	342,720	-	-	-	-	492,720
<b>OPERATIONAL EXCELLENCE</b>									
5.2.6	Design and Construct a City Gateway Feature	-	500,000	-	-	-	-	-	500,000
	<b>Total Needed to Fund Projects</b>	-	1,068,761	1,314,979	2,935,546	3,560,975	692,992	3,968,171	13,541,424
	<b>City Cash Funding</b>		150,000	-	-	-	-	-	150,000
	<b>Potential Grant Funding</b>		-	500,000	-	-	-	-	500,000
	<b>Debt Funding Needed</b>		918,761	814,979	2,935,546	3,560,975	692,992	3,968,171	12,891,424

	2023	2024	2025	2026	2027	2028	2029	Total
<b>RELIABLE AND SUSTAINABLE INFRASTRUCTURE - WATER</b>								
3.1.2	Plant 2 Tank and Variable Frequency Drives (1W)	7,065	-	-	-	-	-	7,065
3.1.4	Replace Creek Crossings West (not Impact Fee)(6R)	144,196	-	-	-	-	-	144,196
3.1.5	Willow Wind Drive/Red Bud Hill Water Line (29R)	70,705	879,807	-	-	-	-	950,512
3.1.6	Elevated Storage Tank (2W)	50,000	-	765,766	3,763,968	3,914,527	-	8,494,260
3.1.10	Rolling Acres Trail Water Line Rehabilitation (28R)	66,794	610,941	-	-	-	-	677,735
3.1.11	Expand Plant No. 5 (impact fee) (5W)	229,499	1,320,800	-	-	-	-	1,550,299
3.1.24	Old Fredericksburg Waterline (21W)	291,920	-	270,400	-	-	-	562,320
3.1.3a	Upgrade Elmo Davis Pump Station (1R, 2R)	-	-	400,400	-	-	-	400,400
3.1.8	Well 27 Electrical (15R) Add Variable Frequency	-	60,000	-	-	-	-	60,000
3.1.27	Well 31 Electrical (19R) Add Variable Frequency	-	60,000	-	-	-	-	60,000
3.1.30	Well 25 Electrical (New) Add Variable Frequency	-	60,000	-	-	-	-	60,000
3.1.31	Well 28 Electrical (New) Add Variable Frequency	-	60,000	-	-	-	-	60,000
3.1.13	Upgrade Electrical at Plant No. 3 Pump Station (5R)	-	-	74,419	318,519	-	-	392,939
3.1.3b	Upgrade Electrical at Elmo Davis Pump Station (3R)	-	-	70,348	320,530	91,743	-	482,620
3.1.25	Well K6 Electrical (11R)	-	-	60,000	-	-	-	60,000
3.1.26	Well CR1 Electrical (16R)	-	-	60,000	-	-	-	60,000
3.1.12	Expand Elmo Davis Water Plant Zone C (impact Fee) (6W)	-	-	-	193,240	1,094,715	300,408	1,588,363
	<b>Water Total</b>	860,179	3,051,547	1,701,332	4,596,257	5,100,985	300,408	15,610,709
<b>RELIABLE AND SUSTAINABLE INFRASTRUCTURE - WASTEWATER</b>								
3.2.2	Solids Handling Improvements (4R)	1,095,497	-	-	-	-	-	1,095,497
3.2.11	Wastewater Treatment Plant Phase 1 Expansion (2S)	100,000	-	2,632,240	2,737,530	-	-	5,469,770
3.2.3	Install Sewer Line and Decommission Falls Lift Station (1S)	-	-	-	113,521	811,763	-	925,284
3.2.6	Improvements at School Lift Station (8R)	-	-	-	303,470	-	-	303,470
3.2.7a	Improvements at Deer Meadows Lift Stations No 1 (10R)	-	-	-	-	179,487	-	179,487
3.2.7b	Improvements at Deer Meadows Lift Stations No 2 (9R)	-	-	-	-	179,487	-	179,487
	<b>Wastewater Total</b>	1,195,497	-	2,632,240	3,154,521	1,170,736	-	8,152,994
	<b>Total Needed to Fund Projects</b>	2,055,676	3,051,547	4,333,572	7,750,778	6,271,721	300,408	23,763,703
	<b>Potential Water Cash Funding - Capital Fees</b>	860,179	240,000	264,767	193,240	91,743	300,408	1,950,336
	<b>Potential Wastewater Cash Funding - Capital Fees</b>	1,195,497	-	107,626	113,521	179,487	-	1,596,131
	<b>Debt Funding Needed</b>	-	2,811,547	3,961,180	7,444,017	6,000,491	-	20,217,235

RELIABLE AND SUSTAINABLE INFRASTRUCTURE - DRAINAGE PROJECTS						
SAP #	Description/Location	Est. Start Date	Criticality Score	Category		Total Cost
3.3.22	Drainage 28907 Chartwell Lane (CIP# 35)	2024	29.5	Must Do		337,829
3.3.23	Drainage 8622 Delta Dawn (CIP# 15)	2024	29.5	Must Do		245,000
3.3.14	Drainage 8472 Rolling Acres Trail (CIP# 2)	2025	29	Must Do		225,750
3.3.17	Drainage 8040 Rolling Acres Trail (CIP# 4)	2025	28	Must Do		225,750
3.3.18	Drainage 7740 Pimlico Lane (CIP# 42)	2025	27.5	Must Do		114,938
3.3.13	Drainage 7420 Rolling Acres Trail (CIP# 6)	2026	17	Must Do		Included in Rdwy CIP# 7
3.3.12	Drainage 8426 Triple Crown (CIP# 41)	2027	22	Should Do		236,250
3.3.20	Drainage 8312 Triple Crown (CIP# 43)	2027	22	Should Do		252,000
3.3.6	Drainage 29314 Sumpter Drive (CIP# 32)	2028	40.5	Should Do		232,220
3.3.19	Drainage 32030 Scarteen (CIP# 53)	2028	24.5	Should Do		232,220
<b>Total Drainage</b>						<b>2,101,957</b>

RELIABLE AND SUSTAINABLE INFRASTRUCTURE - ROADWAY PROJECTS						
SAP #	Description/Location	Est. Start Date	OCI Score	Category	ADT (vehicles/day)	Total Cost
3.4.10	Dietz Elkhorn Roadway Reconstruction (CIP# 5)	2023	< 40	Must Do	2,731	4,747,830
3.4.16	Reconstruct Battle Intense near Trailside (NEW)	2025	< 40	Should Do	1,603	315,000
3.4.12	Rolling Acres Roadway Reconstruction (CIP# 7) (Includes drainage CIP# 6)	2026	33	Should Do	825	6,019,806
<b>Total Roadway</b>						<b>11,082,637</b>

RELIABLE AND SUSTAINABLE INFRASTRUCTURE - BUILDINGS						
SAP #	Description/Location	Est. Start Date				Total Cost
3.5.5	Plan and construct a civic/community center	2023				2,549,441
<b>Total Buildings</b>						<b>2,549,441</b>

<b>Total Needed to Fund All Projects</b>	15,734,035
<b>Potential City Cash Funding</b>	2,850,860
<b>Grant Funding</b>	1,200,000
<b>Debt Funding Needed</b>	11,683,175

**Unfunded General Fund Strategic Projects**

RELIABLE AND SUSTAINABLE INFRASTRUCTURE - DRAINAGE						
SAP #	Description/Location	Est. Start Date	Criticality Score	Category		Total Cost
3.3.11	Drainage Ammann Road Low Water Cross (CIP# 1)	2025	26	Must Do		Included in Rdwy CIP# 6
	Drainage 8402 Battle Intense LWC (CIP# 23)	2029	17	Must Do		3,252,020
	Drainage 31988 Scarteen (CIP# 44)	2028	28.5	Should Do		100,000
	Drainage 7644 Pimlico Lane (CIP# 46)	2029	28.5	Should Do		100,000
	Drainage 8045 Flagstone Hill (CIP# 63)	2029	21	Should Do		100,000
<b>Total Drainage</b>						3,552,020

RELIABLE AND SUSTAINABLE INFRASTRUCTURE - ROADWAY						
SAP #	Description/Location	Est. Start Date	OCI Score	Category	ADT (vehicles/day)	Total Cost
3.4.11	Ammann Road Reconstruction (CIP# 6) (Includes Drainage CIP# 1)	2025	< 40	Must Do	1,906	6,421,006 *
	Arbors Preserve Access Road	2029	N/A	N/A		500,000
<b>Total Roadway</b>						6,921,006

PUBLIC HEALTH, SAFETY, AND WELFARE						
SAP #	Description/Location	Est. Start Date				Total Cost
4.2.4	Fire Station #3 Phase 2 Upgrades	2024				492,720

OPERATIONAL EXCELLENCE						
SAP #	Description/Location	Est. Start Date				Total Cost
5.2.6	Design and Construct a City Gateway Feature	2024				500,000
<b>Total Other</b>						992,720

<b>Total Needed to Fund All Projects</b>	11,465,746
<b>City Cash Funding</b>	150,000
<b>Potential Grant Funding</b>	500,000
<b>Debt Funding Needed</b>	10,815,746

\* Several options for Ammann Road are listed below, all include the addition of paved shoulders to improve safety.

- 1) Reconstruct and soften both curves only (\$2,017,043)
- 2) Reconstruct North-South leg, soften both curves and LWC improvement (\$4,578,769)
- 3) Reconstruct entire roadway and LWC improvement (\$6,421,006)

Note project is also a potential candidate for TxDOT HSIP grant funding (covers 90% of construction cost up to \$3M).