



CITY COUNCIL MEETING AGENDA

Tuesday, January 27, 2026 at 6:30 PM

Bulverde City Hall Council Chamber

30360 Cougar Bend, Bulverde, Texas 78163

HELEN HAYS

Mayor

JASON KRAWIETZ

Council Member, Place 1

TED HAWKINS

Council Member, Place 3

JOE ALEXANDRE

Mayor Pro Tem, Place 5

FRANCESCA WATSON

Council Member, Place 2

CLINT HAYS

Council Member, Place 4

CHRISTOPHER GOTH

Council Member, Place 6

Time is provided for public comments on any posted agenda item at the time the item is considered. Each person should fill out the speaker's register prior to the meeting. The presiding officer, during the agenda item, will call on those persons who have signed up to speak on each item, in the order they have registered. Presentations should be limited to no more than (3) three minutes.

All remarks shall be addressed to the Council as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the Council may be requested to leave the meeting.

There will be time after the completion of the Regular Agenda Items for the public to make comments on topics and items not posted on this agenda. Discussion by the Council of any item not on the agenda shall be limited to statements of specific factual information given in response to any inquiry, a recitation of existing policy in response to an inquiry, and/or a proposal to place the item on a future agenda.

1. CALL THE MEETING TO ORDER

2. REPORTS, PRESENTATIONS, AND PROCLAMATIONS

2.A. Planning Department Update: Summary of December 2025 Activities

2.B. Planning & Zoning Commission: Report from the Planning & Zoning Commission

3. REGULAR AGENDA ITEMS

3.A. Discussion and possible action on approving a resolution authorizing the submission of the In-Car Camera High-Definition Upgrade Grant # 57112-01-01 application to the Office of the Governor and execution of all required grant documents.

- 3.B. Hold a public hearing and consider approval of an ordinance granting a variance to Section 3.08.103(L) of the City of Bulverde Code of Ordinances, at 29905 Bulverde Ln, Bulverde, TX 78163.
- 3.C. Discuss and consider an appeal by James Change and Marcela West, on behalf of Bulverde-46 / Ponderosa, LLC, regarding a vested rights petition for properties located at 20291 & 20285 State Highway 46 W, as specified by Chapter 3, Article 3.04, of the City of Bulverde Code of Ordinances.
- 3.D. Discussion and possible action authorizing the Mayor and / or City Staff to engage Texas Water Company in discussions relating to SUP-25-06, an application for a Special Use Permit at 1015 E Ammann Rd, Bulverde TX, 78163.
- 3.E. Discussion and possible action regarding the duties of City Council Members relating to community engagement.

4. PUBLIC COMMENTS NOT RELATED TO POSTED AGENDA ITEMS

5. EXECUTIVE (CLOSED) SESSION

- 5.A. Discuss and receive legal advice regarding a petition for Disannexation – A-153 SUR 75 S Freechild, Acres 66.466 pursuant to Section 551.071 of the Texas Open Meetings Act which allows the Bulverde City Council to meet in closed session to consult with legal counsel on a matter which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Government Code.

6. ADJOURNMENT



Sandra V. Ham
City Secretary

City Hall is wheelchair accessible and accessible parking spaces are available. Requests for accommodation must be made 48 hours prior to the meeting. Please contact the City Secretary at 830.438.3612 or FAX 830.438.4339 for information or assistance.

A quorum of the City Council, Planning & Zoning Commission, Parks & Recreation Advisory Board, and/or Zoning Board of Adjustment may be present at this meeting in order to discuss agenda items related to board business.

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the City Council of the City of Bulverde was posted on the bulletin board in front of Bulverde City Hall, which is readily accessible to the public at all times, and on the City's website, www.bulverdetx.gov, by 6:00 pm on January 21, 2026.

The City Council reserves the right to adjourn into Executive session at any time regarding any issue for which it is legally permissible. The City Council will announce it will go into Executive Session, if necessary, pursuant to Chapter 551 of the Texas Government Code, to receive advice from Legal Counsel, to discuss matters of land acquisition, litigation, Economic Development negotiations, or personnel matters as listed on this agenda. The City Council may also announce it will go into Executive Session, if necessary, to receive advice from Legal Counsel regarding any other items on this agenda.



3.A
CITY COUNCIL ITEM
Resolution
In-Car Camera HD Upgrade Grant

MEETING DATE: January 27, 2026

AGENDA ITEM: Discussion and possible action on approving a resolution authorizing the submission of the In-Car Camera High-Definition Upgrade Grant # 57112-01-01 application to the Office of the Governor and execution of all required grant documents.

DEPARTMENT: Police

PRESENTED BY: Gary Haecker, Police Chief

BACKGROUND:

The City of Bulverde Police Department seeks approval to submit an application for an In-Car Camera Upgrade Grant administered by the Office of the Governor. The purpose of this grant program is to replace older camera units that are outdated and no longer supported.

The proposed project will allow the Police Department to upgrade 10 existing in-car camera systems that will no longer be supported after the end of January 2026.

As part of the grant requirements, the City must adopt a resolution authorizing the submission of the grant application. In addition, the Mayor and Chief of Police must execute the required Law Enforcement Certifications and Assurances Form, certifying compliance with applicable state and federal laws.

There are no applicable matching funds for the grant.

RECOMMENDATION:

Staff recommends approval of the resolution authorizing submission of the In-Car Camera High-Definition Upgrade Grant application to the Office of the Governor, and authorization for the Mayor and Chief of Police to execute all required certifications and grant documents.

ATTACHMENTS:

- Resolution – In-Car Camera High-Definition Upgrade Grant
- Law Enforcement Certifications and Assurances Form



RESOLUTION # 365

WHEREAS, The City of Bulverde finds it in the best interest of the citizens of Bulverde, Comal County, Texas that the In-Car Camera High-Definition Upgrade be operated for the 2026-2027 year; and

WHEREAS, The City of Bulverde agrees to provide applicable matching funds for the said project as required by the In-Car Camera High-Definition Upgrade grant application; and

WHEREAS, The City of Bulverde agrees that in the event of loss or misuse of the Office of the Governor funds, The City of Bulverde assures that the funds will be returned to the Office of the Governor in full.

WHEREAS, The City of Bulverde designates Mr. N. Michael Castro as the grantee’s authorized official. The authorized official is given the power to apply for, accept, reject, alter, or terminate the grant on behalf of the applicant agency.

WHEREAS, The City of Bulverde designates Mrs. Sharon Nelson as the grantee’s financial officer. The financial officer is given the power to submit financial and/or programmatic reports or alter a grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED THAT The City of Bulverde approves the submission of the grant application for the In-Car Camera High-Definition Upgrade to the Office of the Governor.

Signed by:

Passed and approved this _____ day of _____, 2026.

Grant Number: 57112-01-01

Mayor

Helen Hays

Printed Name

City Manager

N. Michael Castro

Printed Name



**Office of the Governor
Public Safety Office –CEO/Law Enforcement Certifications and Assurances Form**

Entity Name: The City of Bulverde	Date: 1-27-2026
Agency/Department Name: City of Bulverde Police Department	
Name of Chief Executive Officer: Mayor Helen Hays	
Name of Head of Law Enforcement Agency: Gary Haecker, Chief of Police	

Certification Required by CEO and Head of Law Enforcement Agency

In our respective capacities as chief executive officer of The City of Bulverde (“Grantee”) and as head of The City of Bulverde Police Department (“Agency”), we hereby each certify that Grantee and Agency participate fully, and will continue to participate fully from the date of this certification until the later of August 31, 2027 or the end of the grant project period, in all aspects of the programs and procedures utilized by the U.S. Department of Homeland Security (“DHS”) to: (1) notify DHS of all information requested by DHS related to illegal aliens in Agency’s custody; and (2) detain such illegal aliens in accordance with requests by DHS.

We further certify that Grantee and Agency do not have, and will continue not to have until the later of August 31, 2027 or the end of the grant project period, any policy, procedure, or agreement (written or unwritten) that in any way limits or impedes Agency’s receipt or DHS’s issuance of detainer requests, or in any way limits or restricts Grantee’s and Agency’s full participation in all aspects of the programs and procedures utilized by DHS to: (1) notify DHS of all information requested by DHS related to illegal aliens in Agency’s custody; and (2) detain such illegal aliens in accordance with requests by DHS.

Additionally, we certify that neither Grantee nor Agency have in effect, purport to have in effect, or are subject to or bound by any law, rule, policy, or practice (written or unwritten) that would: (1) require or authorize the public disclosure of federal law enforcement information in order to conceal, harbor, or shield from detection fugitives from justice or aliens illegally in the United States, 8 U.S.C. § 1324(a)(1)(A)(iii); (2) impede federal officers from exercising authority under 8 U.S.C. § 1226(a), § 1226(c), § 1231(a), § 1357(a), § 1366(1), or § 1366(3); (3) encourage or induce an alien to come to, enter, or reside in the United States in violation of law, 8 U.S.C. § 1324(a)(1)(A)(iv); or (4) result in the illegal transport or movement of aliens within the United States, 8 U.S.C. § 1324(a)(1)(A)(ii).

Lastly, we certify that Grantee and Agency will comply with all provisions, policies, and penalties found in Chapter 752, Subchapter C of the Texas Government Code.

We acknowledge that failure to comply with this certification may result in OOG, in its sole discretion, terminating any grant made by OOG to Grantee, and that Grantee must return all funds received from OOG for any grant terminated under this certification. We further acknowledge that Grantee will remain ineligible for OOG funding until it provides satisfactory evidence that the jurisdiction has complied with this certification for at least one year.

Signature
Chief Executive Officer for Grantee

Mayor Helen Hays

Signature
Head of Agency

Gary Haecker, Chief of Police



CITY COUNCIL ITEM:
VR 25-20
SIGN VARIANCE
29905 Bulverde Ln

MEETING DATE: January 27, 2026

DEPARTMENT: Planning & Development

AGENDA ITEM: Hold a public hearing and consider the approval of an ordinance granting a variance to Section 3.08.103(L) of the City of Bulverde Code of Ordinances, at 29905 Bulverde Ln, Bulverde, TX 78163.

PRESENTED BY: Danny Batts, Planning Director, AICP

PLANNING REQUEST:

Consider a request by Alex and Michele Laytano, on behalf of Bullet Flooring, LLC, for a variance to Section 3.08.103(L) of the City of Bulverde Code of Ordinances, at 29905 Bulverde Ln, Bulverde, TX 78163.

OWNER/APPLICANT:

LAYTANO HERBERT A & MICHLE
31011 PANTHER DR
BULVERDE, TX 78163-4573

PROPERTY INFORMATION:

Address: 29905 BULVERDE LN BULVERDE, TX 78163
Existing Land Use: ETJ (Commercial)
Existing Zoning: N/A, ETJ

SUMMARY:

The Laytano's, on behalf of Bullet Flooring, LLC, are requesting a variance to authorize three off-site signs to be located at 29905 Bulverde Lane (adjacent to the City park). Bullet Flooring's main operations are located in a suite at 30069 US HWY 281 N. The applicants have stated that they have a warehouse at the Bulverde Lane location where they perform administrative operations and daily logistics, and also store material.

The applicants are looking to construct three 8' by 4' signs. One sign affixed to the Laytano's fence, facing south towards the City Park. Two signs affixed to a frame in a truck, parked on the east side of the lot, facing Bulverde Lane.

The City regulates off-site signs in both the City Limits and the Extra-territorial Jurisdiction. The approval of this variance would authorize a sign advertising the primary business operations of Bullet Flooring, LLC at the US Highway 281 storefront.

ANALYSIS:

Section 3.08.103(l) of the City Code of Ordinances prohibits off-site signs.

Section 3.08.001 of the City Code of Ordinances defines an “off-site sign” as follows:

Sign, off-site. *A sign which directs attention to a business, commodity, service, good, product, or entertainment not related to the site upon which such sign is located or to which it is affixed.*

Section 216.002 of the Texas Local Government Code defines an “off-premise sign” as follows:

Off-premise sign. *Means a sign displaying advertising copy that pertains to a business, person, organization, activity, event, place, service, or product not principally located or primarily manufactured or sold on the premises on which the sign is located.*

CRITERIA FOR EVALUATION:

The City Code has established criteria for approval of variances to the Signage Regulations. Section 3.08.072 of the City Code states:

“The city council, after review by the planning and zoning commission, may authorize variances to any restriction set forth in this article, including but not limited to the number, type, area, height, or setback of signs, or any other aspect involved in the sign permitting process. In granting any variance, the city council shall determine that a literal enforcement of the sign regulations will create an unnecessary hardship or a practical difficulty on the applicant, that the situation causing the unnecessary hardship or practical difficulty is unique to the affected property and is not self-imposed, that the variance will not injure and will be wholly compatible with the use and permitted development of adjacent properties, and that the granting of the variance will be in harmony with the spirit and purpose of this article.”

RECOMMENDATION:

The Planning & Zoning Commission Recommends **partial approval and partial denial**. The Planning & Zoning Commission approved the double sided vehicular sign fronting Bulverde Lane and denied the attached sign adjacent to the park.

- Motion to recommend approval carried 3-1, with Commissioner Perry opposing and Commissioner Cartier abstaining.

ATTACHMENTS:

A. Ordinance

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BULVERDE, TEXAS, APPROVING A SIGN CODE VARIANCE 29905 BULVERDE LANE, BULVERDE, TX 78163, GRANTING A VARIANCE TO SECTION 3.08.103(L) OF THE CITY OF BULVERDE CODE OF ORDINANCES; REPEALING CONFLICTING ORDINANCES; AND PROVIDING A SEVERABILITY CLAUSE AND AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Bulverde, Texas heard the application for a variance from the Code of Ordinances of the City of Bulverde, Texas (the “*Code*”), specifically, Section 3.08.103(L) of the Code, filed by Michle and Herbert Laytano (the “*Applicant*”) pertaining to the property located at 29905 Bulverde Ln, Bulverde, TX 78163, and generally described as A-206 SUR-192 G HERRERA, ACRES 2.998 (the “*Property*”), attached hereto as Exhibit A (the “*Application*”);

WHEREAS, the Application requests a variance from Section 3.08.103(L) all as set forth in the Application (the “*Variance*”).

WHEREAS, the City Council has received the report of the City’s Planning and Zoning Commission, which recommended partial approval and partial denial of the Variance;

WHEREAS, to grant the Variance, the city council must determine that a literal enforcement of the sign regulations will create an unnecessary hardship or a practical difficulty on the applicant, that the situation causing the unnecessary hardship or practical difficulty is unique to the affected property and is not self-imposed, that the variance will not injure and will be wholly compatible with the use and permitted development of adjacent properties, and that the granting of the variance will be in harmony with the spirit and purpose of this article.

WHEREAS, based on the above considerations, the City Council finds and determines that:

- (A) Literal enforcement of the sign regulations will create a practical difficulty on the Applicant;
- (B) The practical difficulty is unique to the Property and is not self-imposed;
- (C) The Variance will not injure and will be wholly compatible with the use and permitted development of adjacent properties; and
- (D) The granting of the Variance will be in harmony with the spirit and purpose of Chapter 3, Article 3.08 of the Code.

WHEREAS, the City Council finds and determines that the passage of this Ordinance promotes the health, safety, and welfare of the public and the City of Bulverde; and

WHEREAS, the City Council finds and determines that the meeting at which this Ordinance was

passed was open to the public, that public notice of the time, place and purpose of said meeting was given as required by the Texas Open Meetings Act, Chapter 551, Texas Government Code; and that the City of Bulverde complied with all other requirements.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BULVERDE, TEXAS:

1. **Findings of Fact.** The foregoing recitals are incorporated into this Ordinance by reference as findings of fact as if expressly set forth herein.
2. **Enactment.** Based on the above findings of fact, the City Council hereby GRANTS a variance in accordance with Exhibit B.
3. **Repealer.** All ordinances, resolutions, or parts thereof, that are in conflict or are inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict or inconsistency, and the provisions of this Ordinance shall be and remain controlling as to the matter regulated herein.
4. **Severability.** Should any section, subsection, sentence, provision, clause or phrase be held to be invalid for any reason, such holding shall not render invalid any other section, subsection, sentence, provision, clause, or phrase of this ordinance and same are deemed severable for this purpose.
5. **Effective Date.** This Ordinance shall be effective as of the date of adoption.

PASSED AND ADOPTED this ____ day of _____, 2026.

Helen Hays, Mayor

ATTEST:

Sandra V. Ham, City Secretary

EXHIBIT A

Application



Application for Variance Ch. 3 – Signs

30360 Cougar Bend, Bulverde, TX 78163
Telephone: 830-438-3612 - Fax: 830-438-4339
www.ci.bulverde.tx.us

Date: 12-12-2025

Case No. VR 25-20

Applicant Information:

Bullet Flooring, LLC 830-438-1830
Name 30069 US Hwy 281 N Phone Bulverde TX Fax 78163
Address michele@bulletflooring.com Email

Property Owner Information:

Herbert 'Alex' & Michele Lantano 210 393 7220 / 210 857 7402
Name 31011 Panther Drive Phone Bulverde Fax TX 78163
Address michele@bulletflooring.com Email

*** If property owner is not the applicant, a letter of authorization from the owner is required with application submittal (See page 3 of this application).*

Property Identification:

Street Address: 29905 Bulverde Lane, Bulverde TX 78163
Legal Description: A-206 SUR-192 G Herrera Acres 2.998
Zoning District Classification: NIA Bulverde ETJ

Description of Request:

1. Variance to Section 3.08.103(1) of the City of Bulverde Code of Ordinances, which requires: The restriction of off site sign
2. Variance to Section _____ of the City of Bulverde Code of Ordinances, which requires: _____
3. Variance to Section _____ of the City of Bulverde Code of Ordinances, which requires: _____
4. Variance to Section _____ of the City of Bulverde Code of Ordinances, which requires: _____
5. Variance to Section _____ of the City of Bulverde Code of Ordinances, which requires: _____



Application for Variance Ch. 3 – Signs

30360 Cougar Bend, Bulverde, TX 78163
Telephone: 830-438-3612 - Fax. 830-438-4339
www.ci.bulverde.tx.us

Sign Variance Review Fee - \$500.00 (per Section/Provision of the Code)

The undersigned agrees to pay the **non refundable** application fee and any other applicable fees as outlined in the Planning and Development Fee Schedule and agrees to pay fees for any additional review requiring consultation with City Consultants, including involvement of a contract engineer in a predevelopment conference. To the extent possible, City Staff will provide the Owner/Applicant with an estimate of fees should outside consultation be required. The undersigned also acknowledges the City Staff may require additional appropriate information be submitted to aid in the review.

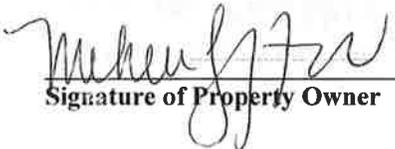
PROPERTY OWNER'S ACKNOWLEDGEMENT



Signature of Property Owner

12/12/25

Date



Signature of Property Owner

Dec 12, 2025

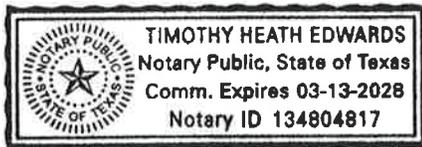
Date

(Add additional pages if additional signatures are necessary)

STATE OF TEXAS
COUNTY OF COMAL

Sworn to and subscribed before me on the 12TH day of DECEMBER, 2025,

by HERBERT + MICHELE LAYTANO (name of property owner).





Notary Public's Signature

(Notarial Seal)

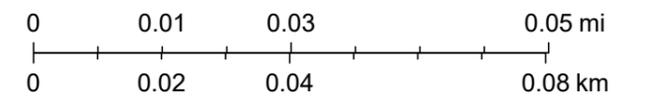
22905 Bulverde Lane



12/23/2025, 9:43:34 AM

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|------------|----------------------|-------------------------|------------|
| Addresses | City ETJs | Scaled County Boundary | Floodplain |
| Streets | Bulverde ETJ Permits | County Maintained Roads | |
| City Limit | Parcels | Septic | |
| Bulverde | Piprow/Driveway | | |

1:1,270



This dataset is maintained by Comal County GIS department.



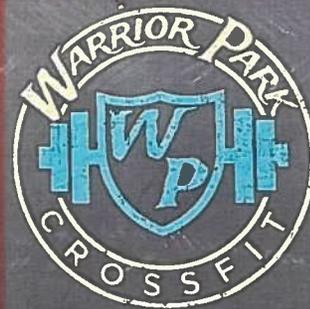
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Foundations

Kids Crossfit

210-393-7220

Training Mental and Physical Toughness

41x8

From: michele@bulletflooring.com
To: [Heath Edwards](#)
Cc: [Alex Laytano](#)
Subject: Questions for Variance
Date: Monday, December 22, 2025 11:50:30 AM

Hi Heath,

Thank you for the opportunity to submit responses in support of our request for a sign variance. Please find our answers to the required questions below.

1. Describe how the situation causing the unnecessary hardship or practical difficulty is unique to the property and not self-imposed.

Our property is uniquely situated in that it serves as both our office and warehouse location for Bullet Flooring, a business that lives and works within the Bulverde community. While we do maintain a retail storefront located at the corner of Highway 281 and FM 1863, this property is where our administrative operations, material storage, and daily logistics occur. It is an active business location, not a vacant or unrelated site. Additionally, the property is positioned along a roadway frequently traveled by local residents and customers. Visibility at this location is important to identify the presence of our business where it actively operates and serves the community. This circumstance is inherent to the property's use and location and is not self-imposed.

2. Describe the unnecessary hardship that would result due to literal enforcement of the regulation.

Literal enforcement of the regulation would prevent us from displaying our company sign on our own property, limiting our ability to identify our business to local customers and vendors. This creates practical challenges for delivery drivers who routinely access our warehouse, which is located toward the back of the property, and rely on visible signage for navigation. Additionally, the inability to display our sign reduces visibility to residents who pass by and have come to recognize our services through our established presence in Bulverde.

3. Describe how granting the variance will not injure and will be wholly compatible with the use and permitted development of adjacent properties.

Granting the requested variance will not negatively impact adjacent properties. The proposed signage will be consistent in style, scale, and purpose with existing signs currently on the property, which simply identify our business name and services. The sign is not intended to introduce visual clutter or commercial intrusion but to maintain continuity with existing, compliant signage and surrounding development.

4. Additional Statement

We share and support the downtown vision of the City of Bulverde and are committed to serving our local community with professionalism and pride. Bullet Flooring strives to be Bulverde's preferred home improvement company and has been honored to receive "Best of Bulverde" recognition for two consecutive years. Our request is made in good faith to continue serving the community we live and work in while remaining respectful of the City's goals and regulations.

Thank you for your time, consideration, and continued support of local businesses. Please let us know if any additional information or documentation is needed.

Sincerely,
Michele Laytano
Bullet Flooring

EXHIBIT B



BULLET FLOORING

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We do all types of repairs to all full bolts, brackets and more!

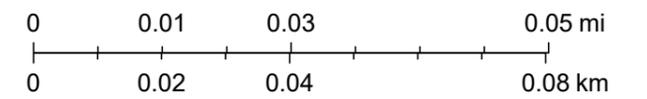
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| City Limit | Parcels | Septic | |
| Bulverde | Piprow/Driveway | | |

1:1,270



This dataset is maintained by Comal County GIS department.



CITY COUNCIL ITEM:

AP 25-01

APPEAL OF ADMINISTRATIVE DECISION

20291 & 20285 State Highway 46 W

MEETING DATE: January 27, 2026

DEPARTMENT: Planning Department

PRESENTED BY: Danny Batts, AICP, Planning Director

REQUEST:

Discuss and consider an appeal by James Chang and Marcela West, on behalf of Bulverde-46/Ponderosa, LLC, regarding a vested rights petition for properties located at 20291 & 20285 State Highway 46 W, as specified by Chapter 3, Article 3.04, of the City of Bulverde Code of Ordinances.

APPELLANT:

C/O: James Chang, Marcela West
Bulverde-46/Ponderosa, LLC
4545 Post Oak Place, Ste. 125
Houston, TX 77027

SUMMARY:

The property owner at 20285 Hwy 46 W (directly west of 7-11) wishes to appeal the determination of the City Planning Director that vested rights have expired for this property. The owner submitted a deficient petition for recognition of vested rights on 11/06/2025. After being notified of the deficiencies, the owner resubmitted their petition on 11/21/2025. The amended petition claimed vested rights based on the filing and approval of a plat for the property in 1998, along with several other grounds that are not relevant to a vested rights petition, such as financial hardship. The petition was denied on 12/15/2025, on the grounds that the vesting of the project lapsed after 5 years of dormancy, in accordance with state law and City ordinance, based on the information presented with the application.

The property owner has now filed an appeal of that decision. In the appeal, the applicant claims that the City mis-interpreted the applicable ordinance and state law. Further, the applicant makes new claims related to alleged development actions that were not included in their petition for recognition of vested rights.

ANALYSIS:

Whether City staff correctly interpreted the applicable ordinance and state law is a determination for City Council to make. Included in this packet are the amended

petition and the Planning Director's determination, as well as excerpts of the applicable rules.

Regarding the additional information included in the appeal, it is inappropriate to attempt to introduce new evidence and arguments in an appeal. Neither the statute nor the City's ordinance contemplate the submittal and review of new claims after a petition has been filed. The Director's determination is based solely on the information contained in the applicant's original petition, and any appeal must be based solely on those facts. The new information presented in the applicant's appeal has not been considered nor reviewed, and should form the basis of a new petition for vested rights if the applicant wishes to have those items considered.

Bulverde Code of Ordinances

§ 3.04.006 Dormant projects.

...

(b) Expiration.

(4) A project will expire five years from the date the first permit application with the city was filed for the project if progress, as defined by LGC, section 245.005, has not been made toward completion of the project or five years from the date of the most recent progress toward completion of the project. An expired project is considered dormant, vested rights lapse, and the project must comply with all current ordinances and requirements.

Local Government Code

Sec. 245.005. DORMANT PROJECTS.

...

(b) A regulatory agency may enact an ordinance, rule, or regulation that places an expiration date of not less than two years on an individual permit if no progress has been made towards completion of the project. Notwithstanding any other provision of this chapter, any ordinance, rule, or regulation enacted pursuant to this section shall place an expiration date on a project of no earlier than the fifth anniversary of the date the first permit application was filed for the project if no progress has been made towards completion of the project. Nothing in this subsection shall be deemed to affect the timing of a permit issued solely under the authority of Chapter 366, Health and Safety Code, by the Texas Commission on Environmental Quality or its authorized agent.

(c) Progress towards completion of the project shall include any one of the following:

(1) an application for a final plat or plan is submitted to a regulatory agency;

(2) a good-faith attempt is made to file with a regulatory agency an application for a permit necessary to begin or continue towards completion of the project;

(3) costs have been incurred for developing the project including, without limitation, costs associated with roadway, utility, and other infrastructure facilities designed to

serve, in whole or in part, the project (but exclusive of land acquisition) in the aggregate amount of five percent of the most recent appraised market value of the real property on which the project is located;

(4) fiscal security is posted with a regulatory agency to ensure performance of an obligation required by the regulatory agency; or

(5) utility connection fees or impact fees for the project have been paid to a regulatory agency.

COUNCIL AUTHORITY:

The code states the following related to appeals of this nature:

§ 3.04.003(c) *Appeal of initial decision.* The applicant may appeal the planning director's decision on the vested rights petition within ten working days of the date of such decision to the city council for final decision. An appeal under this subsection stays acceptance of filing of any subordinate development applications. Failure to timely file an appeal to the city council will deem the previous decision final.

(1) *Decision by city council.* The planning director shall provide a report in the form of a recommendation to the city council. The city council shall render a final decision on the vested rights petition within 30 business days of the receipt of the notice of appeal.

RECOMMENDATION: Staff recommends **denial** of the appeal.

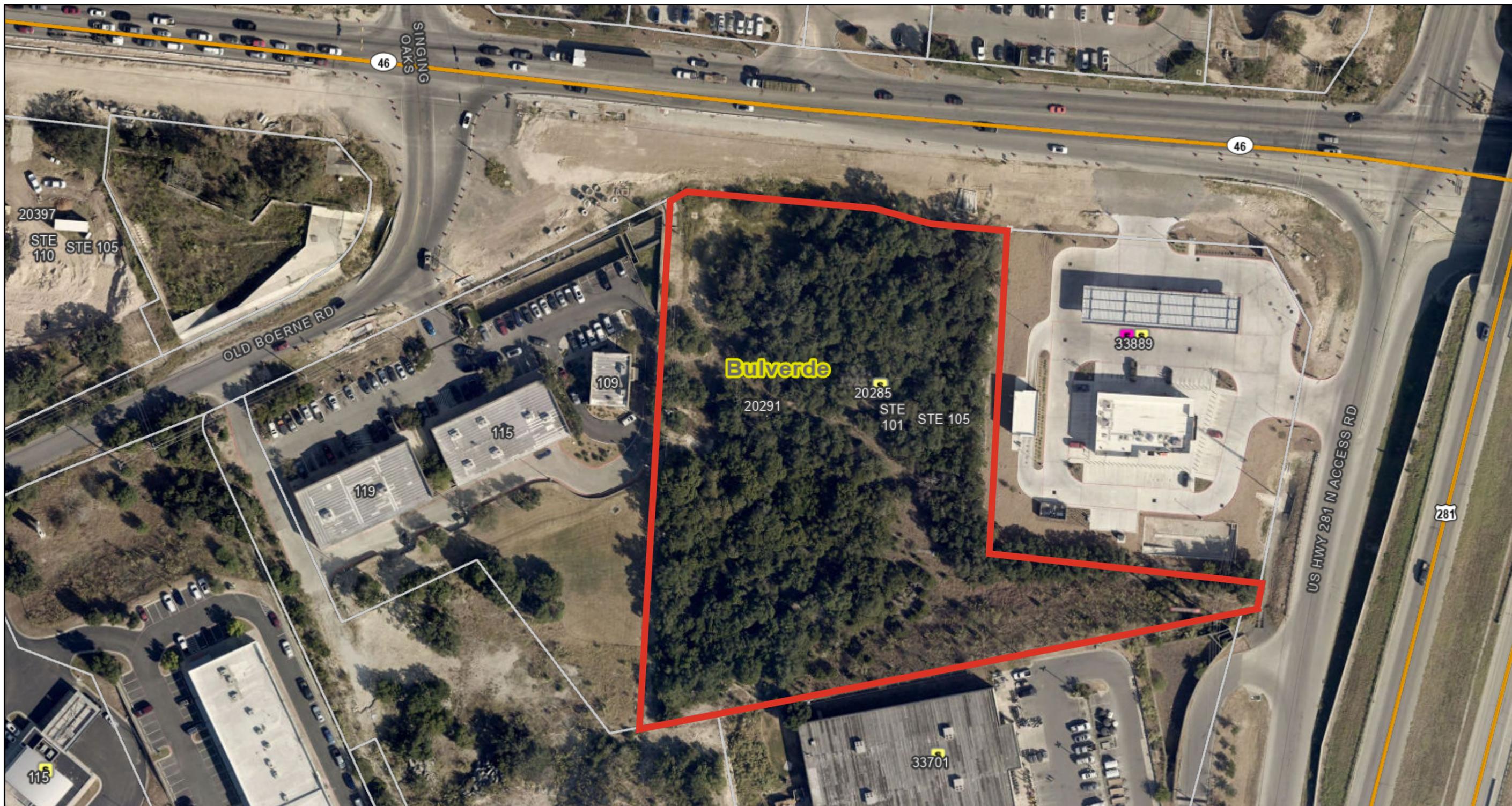
ATTACHMENTS:

1. Site Plan
2. Planning Director's Vested Rights Determination Letter
3. Appeal Request from Applicant
4. Petition for Recognition of Vested Rights
5. Petition Review Memo
6. Amended Petition for Recognition of Vested Rights

Attachment #1

Site Plan

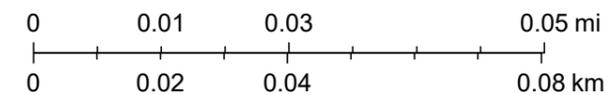
Bulverde-46/Ponderosa, LLC



1/14/2026, 12:25:09 PM

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- Addresses
- Streets
- City Limit
- Parcels
- Major Roads
- TxDOT Highways
- Bulverde
- Scaled County Boundary
- Permits
 - Septic
 - Floodplain



This dataset is maintained by Comal County GIS department.

Attachment #2

Planning Director's Vested Rights Determination Letter

Planning Department
30360 Cougar Bend
Bulverde, Tx 78163
P:830-980-8832 F:830-438-4339



12/09/2025

Re: Vested Rights Petition #2025-01, related to Permit Application # 2025-411

To: James W. Chang, Authorized Agent, (JCHANG@PONDEROSALAND.COM)

Mr. Chang,

I have reviewed the vested rights petition you submitted on 11/10/2025, and resubmitted with revisions on 11/21/2025. I have made the following determinations:

1. The vested rights petition is denied because the identified project is a dormant project under Sec. 3.04.006(b)(4) of the Vested Rights Ordinance (VRO). Your development application shall be reviewed and decided under currently applicable standards. The reasons for this determination are as follows:
 - a. The only claim presented in your petition related to a vesting event was the recordation of a final plat for the subject property on July 23, 1998. Under Sec. 3.04.006(b)(4) of the City's VRO, projects of this type expire and become dormant "five years from the date of the most recent progress toward completion of the project.", as defined in Texas LGC 245.005. Based on the information contained in your petition, the last qualified progress on this project was the recordation of the final plat on July 23, 1998. Accordingly, the project expired on July 23, 2003. According to the referenced ordinance, "An expired project is considered dormant, vested rights lapse, and the project must comply with all current ordinances and requirements."
2. The other items presented in your petition were not related to vested rights. The items presented appear to relate to hardship, which is not a permissible consideration during a vested rights review. If you believe that hardships exist for the project that would justify the approval of a variance, you should submit a variance application under the applicable ordinance.
3. The petition makes several references to subdivision regulations, and requests a copy of a prior City subdivision ordinance to "ensure that the Owner's proposed development of the Property conforms to the applicable standards." However, no platting application has been filed for the property, and none of the authorizations being sought fall under the City's subdivision ordinance, current or prior. Instead, the project is controlled by the City's zoning ordinance (Ch. 14), Environmental Protection Ordinance (Ch. 17), and building regulations (Ch. 3). If you are seeking relief from these ordinances, you must indicate so in your application.

You have 10 business days from the date of this letter to appeal this determination to the City Council. If no appeal is filed in that time, this determination will become final. An appeal may be filed in the same manner as the initial application.

If you have any questions or need further information, please contact the planner coordinating this case:
Heath Edwards, (830) 380-1015, hedwards@bulverdetx.gov

Sincerely,

A handwritten signature in blue ink that reads "Danny Steven Batts". The signature is written in a cursive style with a large initial "D".

Danny Batts

Planning Director/Building Official, City of Bulverde

Attachment #3

Appeal Request from Applicant

BULVERDE-46/PONDEROSA, LLC
C/O PONDEROSA LAND DEVELOPMENT COMPANY
4545 POST OAK PLACE, SUITE 125
HOUSTON, TEXAS 77027

MEMORANDUM

To: Mr. Danny Betts
Planning Director/Building Official
City of Bulverde

From: Mr. James W. Chang, Esq. 
Authorized Agent
Bulverde-46/Ponderosa, LLC

Date: December 19, 2025

Re: Vested Rights Petition #2025-01; Related to Permit Application #2025-01;

Appeal of Decision dated December 9, 2025, as issued by the City of
Bulverde (the "City")

Unless otherwise defined herein, all capitalized terms used in this memorandum shall have the meanings assigned to them in the City Decision (hereinafter defined).

In connection with the above-referenced matter, the purpose of this memorandum is to formally appeal the written decision dated December 9, 2025, as issued by the City (the "City Decision") and relating to the Vested Rights Petition submitted to the City on November 11, 2025 (the "Petition") by Bulverde-46/Ponderosa, LLC (the "Owner"). In particular, this memorandum sets forth and summarizes the following: (i) the background relating to the City Decision; (ii) the erroneous application of the Owner's proposed project as being "dormant" under the VRO; (iii) related costs incurred and constituting "progress towards completion of the project" as required under the VRO; and (iv) the formal request to reverse the City Decision denying the Owner's Petition.

I. BACKGROUND REGARDING THE CITY DECISION

On or about November 11, 2025, the Owner formally submitted the Petition to the City requesting, among other things, that the real property owned of record by the Owner and located at 20285 and 20291 State Highway 46 W., Bulverde, Texas 78163 (collectively, the "Property"). The Owner is currently proposing to develop the Property for commercial retail use (the "Project"). In that regard, the Owner submitted the Petition

to the City for the primary purpose of securing the vested rights the Owner believes are currently afforded to the Project.

On or about December 9, 2025, the City issued the City Decision denying the Owner's request for vested rights regarding the Property on the basis that the Owner's proposed development is dormant under the application provisions of the VRO.

II. ERRONEOUS INTERPRETATION OF DORMANT

The City asserts that the applicable provisions of Section 3.04.006(b)(4) of the VRO and Section 245.00 of the Texas LGC apply to the Property and the Project. Further, the City contends that the Property and the Project are not able to enjoy any vested rights on the basis the Project is dormant as determined by Section 3.04.006(b)(4) of the VRO and Section 245.00 of the Texas LGC.

Section 3.04.006(b)(4) of the VRO reads in relevant part below (bold emphasis added):

*"... (4) A project will expire five years from the date the first permit application with the city was filed for the project if progress, as defined by LGC, section 245.005, has not been made toward completion of the project or **five years from the date of the most recent progress toward completion of the project.** An expired project is considered dormant, vested rights lapse, and the project must comply with all current ordinances and requirements..."*

Further, Section 245.00 of the Texas LGC states in relevant part as follows:

"(b) ...any ordinance, rule, or regulation enacted pursuant to this section shall place an expiration date on a project of no earlier than the fifth anniversary of the date the first permit application was filed for the project if no progress has been made towards completion of the project.

(c) Progress towards completion of the project shall include any one of the following:

- (1) an application for a final plat or plan is submitted to a regulatory agency; ...*
- (2) costs have been incurred for developing the project, including, without limitation, costs associated with roadway, utility, and other infrastructure facilities designed to serve, in whole or in part, the*

Mr. Danny Betts
Planning Director/Building Official
City of Bulverde
December 19, 2025
Page 3

project (but exclusive of land acquisition) in the aggregate amount of five percent of the most recent appraised market value of the real property on which the project is located; ...”

As the City states in the City Decision, a final plat for the Property was recorded on or about July 23, 1998. As set forth in the City Decision, the City states that the Owner presented a claim in the Petition that the actual recording of the plat constituted a “vesting event” with regard to the Project for which the five-year limit prescribed in the VRO applied. The City further concludes that “the last qualified progress” on the Project was the recordation of the final plat on July 23, 1998.”

The Owner respectfully contends that the City erroneously interpreted the VRO in stating that the Owner represented or somehow deemed the recording of the final plat somehow constituted a “vesting event.” At no time in the Petition did the Owner ever use, define, explain, or describe the term “vesting event.” In fact, the exact language, “vesting event,” does not appear anywhere in the Petition as a defined term or otherwise. Further, the definition of “vesting event” is not a part of or incorporated in any of the applicable terms and provisions of the VRO or Texas LGC. The City erred in constructing the term “vesting event” and then further erred in applying and tying the 5-year deadline referenced in the VRO to such “vesting event.”

Contrary to the City Decision, the VRO clearly and expressly states that the application of the final plat constitutes “progress towards completion” of the Project (and not a “vesting event”) which forever extinguishes the dormant status for the Project. As such, once the final plat was recorded, the Project could no longer be held to be dormant under the VRO as a matter of law, even if the Project required a longer time to complete or even if the Project was never completed. While the Owner desires to complete the Project as quickly as possible, the length of time needed to develop the Project is not relevant to the question of dormancy after the dormant status had been extinguished with the recording of the final plat for the Property. In further support of the Owner’s position stated above, the Owner does not plan to re-plat the Property as part of entitling the Project (which the City confirmed was acceptable in connection with the Owner’s Permit Application #2025-01) and will be utilizing the final plat that was recorded in July 1998.

III. RELATED COSTS CONSTITUING PROGRESS UNDER THE VRO

Since the recording of the final plat, the Owner and the prior owner, H-E-B, LP (“HEB”), have incurred and expended (and continue to incur and expend) substantial costs and resources in developing the Project. As the City may be aware, the Property has been affected by the expansion of State Highway 46 and was the subject of a lawsuit initiated by the Texas Department of Transportation (“TXDOT”) which resulted in a portion of the Property being condemned and taken by TXDOT. Further, despite being

located near the intersection of State Highway 46 and State Highway 281, the Property is not afforded with access to utilities that appear to be available to other property owners who own real property adjacent to and surrounding the Property. As such, the Owner and HEB have been required to and incurred costs relating to the Property and specifically for the Project to be completed. While the Owner acknowledges the ongoing and lengthy passage of time required to develop the Project, the litigation associated with the TXDOT expansion required time and expense beyond the control of the Owner.

The following sets forth a limited and not all-inclusive chronology of the events which required the Owner and/or HEB to incur costs directly related to completion of the Project since the recording of the final plat:

<u>Date:</u>	<u>Event:</u>
1. July 23, 1998	- Recording of final plat for the Property.
2. September 1999	- Pape-Dawson survey issued.
3. September 2003	- TXDOT Steering Committee-Highway 46.
4. January 2004	- City of Bulverde Steering Committee-Highway 46.
5. June 2008	- Encroachment/access agreement.
6. July 2015	- TXDOT kick off-Highway 46 Expansion.
7. July 2018	- TXDOT approved.
8. January 2020	- TXDOT sues to condemn.
9. September 2021	- Access easement.
10. September 2021	- Private utility easement.
11. January 2022	- Agreed judgment involving TXDOT condemnation.

The Owner contends that costs incurred to date and/or related to the chronology above satisfies the statutory requirement specified by the VRO that any and all such costs unequivocally constitute “progress towards completion” of the Project as prescribed by the VRO.

IV. REQUEST TO REVERSE CITY DECISION

In light of the information set forth in this memorandum, the Owner respectfully requests that the City reverse the City Decision and award the Owner the vested rights set forth in the Petition.

Attachment #4

Petition for Recognition of Vested Rights Letter

BULVERDE-46/PONDEROSA, LLC
C/O PONDEROSA LAND DEVELOPMENT COMPANY
4545 POST OAK PLACE, SUITE 125
HOUSTON, TEXAS 77027

TELEPHONE (713) 920-9090

EMAIL: JCHANG@PONDEROSALAND.COM

November 6, 2025

City of Bulverde
30360 Cougar Bend
Bulverde, Texas 78163

**Re: Bulverde-46/Ponderosa, LLC -Vesting Rights Petition;
Lot 1 of Warren Hill Subdiviion, Philip Wagner Survey, Abstract No. 673,
Comal County, Texas, located at 20291 and 20285 State Highway 46 W.,
Bulverde, Texas 78163 (Comal County Property ID# 682284) (collectively,
the "Property")**

Dear Sir or Madame:

In connection with the above-referenced Property, Bulverde-46/Ponderosa, LLC, a Texas limited liability company (the "Owner"), is the record and beneficial owner of the Property. The Owner is in the process of entitling the Property for future development. As such, this letter constitutes a vested rights petition, as filed by the Owner, relating to the Property.

Pursuant to Section 3.04.002 of Chapter 3 of the Building Regulations of the City of Bulverde Code of Ordinances and Chapter 245 of the Texas Local Government Code, the Owner hereby formally submits and files the Owner's petition for vested rights in order to confirm the applicable Subdivision Ordinance requirements affecting the Property.

By way of background, the Property is comprised of approximately 4.0 acres and was created as Lot 1 of the Warren Hill Subdivision. The Property has been part of the original incorporation of the City and has not been affected by any planned changes to the boundary of the Property. Specifically, the Property was created with the recordation of a Subdivision Plat on July 23, 1998, which was first prepared on July 17, 1998.

As a primary result of the Property already being platted as of approximately July 1998, the Property should only be subject to the Subdivision Ordinance adopted by the City and in effect at the time when the initial submittal of the plat was prepared (which would have been as of approximately July 17, 1998). Accordingly, the Property should not be subject to any development requirements of any Subdivision Ordinance(s) adopted subsequent to the date of the initial plat application, which requirements would include, among other things, requirements necessitating or involving maximum cut and fill, tree protection, drainage mitigation, setbacks, etc.

The Owner respectfully requests that the City grant the relief requested in this vested rights petition and looks forward to being able to move forward and complete the Owner's proposed development of the Property. Further, the Owner respectfully requests that the City provide the Owner with the applicable Subdivision Ordinance which was in effect at the time the initial plat was submitted (in July 1998) so that the Owner is able to ensure that the Owner's proposed development of the Property conforms to the applicable standards.

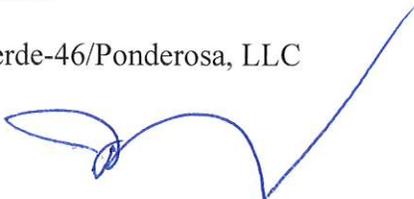
Thank you in advance for the City's consideration and assistance.

In the interim, if you have any questions or require any additional information, please do not hesitate to contact the undersigned.

Very truly yours,

OWNER:

Bulverde-46/Ponderosa, LLC

By: 

James W. Chang, Authorized Agent

Attachment #5

Petition Review Memo



PLANNING & DEVELOPMENT

30360 Cougar Bend
Bulverde, TX 78163
Office (830) 438-3612

REVIEW MEMORANDUM

VEST 25-01 Vested Rights Petition

TO: James Chang, authorized agent, Bulverde/Ponderosa, LLC; Marcela West

SUBJECT: VEST 25-01 20291 & 20285 HWY 46 W

DATE: Wednesday, November 19, 2025

This notice is being sent regarding the vested rights petition for WARRENHILL, LOT 1, filed on November 10th, 2025.

The City has reviewed your petition for compliance with City ordinance § 3.04.002(b) and state law and has identified certain deficiencies listed below. This letter is written notice that you have failed to provide the necessary documents and other information required by § 3.04.002(b) as detailed below. You are hereby notified that you must provide the missing documents and information within 30 days of the date of this letter, or this petition will expire.

These comments are made in reference to the City of Bulverde's Code of Ordinances, [Article 3.04 VESTED RIGHTS ON DEVELOPMENT PROJECTS](#).

Application Compliance Review Deficiencies:

1. Per § 3.04.002(b)(2), verify applicable permit application.
2. Per § 3.04.002(b)(4), identify any current standards that the petitioner agrees can be applied to the development application at issue.
3. Per § 3.04.002(b)(5), provide a narrative description of how the application of current standards affects proposed lot size, lot dimensions, lot coverage, or building size shown on the development application for which the application is filed.

The Director will issue a written determination within 15 business days of receiving the above information. If you have any questions or need further information, please contact the planner coordinating this case: Heath Edwards, (830) 380-3015, hedwards@bulverdetx.gov

Respectfully,

Danny Batts, AICP, Planning Director & Building Official

Attachment #6

Amended Petition for Recognition of Vested Rights

BULVERDE-46/PONDEROSA, LLC
C/O PONDEROSA LAND DEVELOPMENT COMPANY
4545 POST OAK PLACE, SUITE 125
HOUSTON, TEXAS 77027

MEMORANDUM

To: Mr. T. Heath Edwards
Planner II
City of Bulverde

From: James W. Chang, Authorized Agent for Bulverde-46/Ponderosa, LLC (the
“Applicant”)

Re: VEST 25-01 20291 & 20285 Hwy 46 W

Date: November 21, 2025

Dear Mr. Edwards,

In connection with the above-captioned matter, reference is made to that certain Review Memorandum dated November 19, 2025, as issued by the City of Bulverde (the “City Memorandum”) with regard to the Applicant and the Applicant’s proposed development.

The Applicant respectfully submits this Memorandum in response to the Compliance Review Deficiencies set forth in the City Memorandum at the request of the City of Bulverde. Specifically, the enumerated items set forth in bold font below correspond directly to the enumerated Compliance Review Deficiencies, as set forth in the City Memorandum:

1. Per § 3.04.002(b)(2), verify applicable permit application.

Response: Permit application #2025-411

2. Per § 3.04.002(b)(4), identify any current standards that the petitioner agrees can be applied to the development application at issue.

Response: All the current standards shall be applicable, except the ones mentioned in Response #3 below.

3. Per § 3.04.002(b)(5), provide a narrative description of how the application of current standards affects proposed lot size, lot dimensions, lot coverage, or building size shown on the development application for which the application is filed.

Response: The applicant respectfully submits this narrative in support of the requested variance and in accordance with § 3.04.002(b)(5). The strict application of the City of Bulverde's current development standards creates a unique and disproportionate hardship for this property due to conditions that are not self-imposed and that materially restrict the reasonable use of the site.

1. **Mandatory Septic System Requirement Creates a Unique Hardship.**

Because the City of Bulverde is not providing sewer capacity for this development, the applicant is required to dedicate a significant portion of the site for an on-site septic system. This condition is unique to the property, outside the control of the owner, and substantially reduces the functional buildable area. Once the septic area is accounted for, compliance with the remaining regulations becomes infeasible without compromising essential site functionality and tenant use.

2. **Setback Interpretation Severely Limits Parking and Site Functionality**

Per planning comments, parking spaces are interpreted as structures, which triggers setback compliance. Under this interpretation:

- Approximately nine (9) parking spaces encroach into the north front setback.
- An additional parking space encroaches into the eastern side setback.

Strict enforcement would require removing or relocating critical parking spaces. Given the greatly reduced usable area after septic allocation, any loss of parking undermines the viability of the site for

commercial tenants and directly impacts the reasonable economic use of the property.

3. Cumulative Environmental and Tree Preservation Standards Further Reduce Buildable Area

The site is further constrained by tree preservation requirements, including § 17.06.009(c), which limits total tree removal to no more than 60% of the total caliper width of protected, specimen, majestic, or historic trees.

Compliance with this standard—along with related requirements in §§ 17.06.009(d), 17.06.010(5), 17.06.009(b), 17.06.008(d), 17.06.008(a), 14.08.010(d), 14.08.004(e), and 14.05.003(b)(5)(A)—further restricts:

- grading flexibility
- building placement
- impervious cover allocation
- drainage infrastructure design
- preservation of natural features

When combined with the mandatory septic system footprint, these overlapping standards dramatically reduce the developable envelope and create a hardship that is not typical for similarly zoned properties with access to municipal sewer.

4. Cut and Fill Limits Make Compliance Physically Impractical

Sections 17.04.003, 17.03.004, and 17.03.005 restrict cut and fill to a maximum of 4 feet. Given the existing topography and natural grade changes across the lot, this limitation makes it physically impractical to achieve the necessary elevations for a functional building pad, parking lot, and drainage system.

The grading restrictions, in combination with septic placement and tree preservation requirements, leave no feasible layout that both meets the ordinance and allows reasonable development of the site.

Conclusion – Basis for Variance Approval

Taken together, the septic requirement, setback interpretation, strict tree preservation limits, environmental constraints, and grading restrictions impose substantial and compounding hardships that are:

- **not self-created,**
- **unique to this property, and**
- **prevent reasonable use of the land under the current standards.**

For these reasons, the Applicant respectfully requests approval of the petition for compliance with City ordinance § 3.04.002(b) so that the property may be developed in a manner consistent with surrounding commercial uses and compatible with the City's development goals.



3.D

CITY COUNCIL ITEM

Discussion and Possible Action Texas Water Company SUP Application

MEETING DATE: January 27, 2026

AGENDA ITEM: Discussion and possible action authorizing the Mayor and / or City Staff to engage Texas Water Company in discussions relating to SUP-25-06, an application for a Special Use Permit at 1015 E Ammann Rd, Bulverde TX, 78163.

DEPARTMENT: Administration

PRESENTED BY: Mike Castro, City Manager

BACKGROUND:

At the October 23, 2025 City Council meeting, a motion was made by Council Member Watson to postpone action on an ordinance of the City of Bulverde, Texas approving a Special Use Permit at 1015 E Ammann Rd, Bulverde TX, 78163 to permit the operation of a Water Booster Pump Station; with the request the applicant submit an alternatives and operations memorandum on the following items: a) Three to five technically feasible sites in the relevant service pressure zone b) Analysis of at least two lower height configurations at the proposed site c) Demonstration of compliance with relevant Texas administrative code requirements including the following: • sighting separations • storage and pressure capacity and operational standards • comparison of neighborhood compatibility in detail, including height profiles, lighting, fencing, screening, noise, and construction access / duration across alternatives. A second was offered by Councilmember Goth. The motion carried on a 6 – 0 vote.

A meeting was sought between the City and Texas Water Company to discuss possible options and alternatives for the placement of the proposed booster pump / water storage tank. The understanding is that TWC was seeking to propose a solution that did not comply with the approved Council Motion on the item. Staff was requested to attend the meeting.

Staff has declined participation in the proposed meeting. Upon review, it is the opinion of the City Manager that the proposed meeting between TWC and staff lies outside of the expressed will of Council, as stated in the approved motion of October 23, 2025. The approved motion is explicit and direct in tone and does not allow for negotiation of the matter.

Should City Council desire, the correct manner in which to engage Texas Water Company on the issue is to explicitly authorize the activity through a formal motion / vote of City Council. Council may also wish to explicitly state further guidelines for staff consideration in subsequent discussions with Texas Water Company. Absent passage of a specific motion directing staff in this matter, the motion of October 23, 2025 stands. Additionally, absent passage of a specific motion directing staff, this item will not be placed for future consideration unless / until receipt of a proposal from Texas Water Company that is in compliance with the previously expressed (October 23, 2025) will of City Council.

RECOMMENDATION:

Authorize the Mayor and / or City staff to engage Texas Water Company in discussions regarding Special Use Permit 25-06, at 1015 E Ammann Rd, Bulverde TX, 78163 to permit the operation of a Water Booster Pump Station.

ATTACHMENTS:

-



3.E
CITY COUNCIL ITEM
Discussion and Possible Action
City Council Duties

MEETING DATE: January 27, 2026
AGENDA ITEM: Discussion and possible action regarding the duties of City Council Members relating to community engagement.
DEPARTMENT: City Council
PRESENTED BY: Mayor Helen Hays

BACKGROUND:

This item is placed by the Mayor to discuss City Council responsibilities relating to community events. There are many community organizations that request City Council participation at their events. This item is placed to determine if there is a consensus of Council Members regarding attendance, and responsibilities for such events.

RECOMMENDATION:

ATTACHMENTS:

-