



CITY COUNCIL MEETING AGENDA

Tuesday, August 12, 2025 at 6:30 PM

Bulverde City Hall Council Chamber

30360 Cougar Bend, Bulverde, Texas 78163

HELEN HAYS

Mayor

JASON KRAWIETZ

Council Member, Place 1

FRANCESCA WATSON

Council Member, Place 2

TED HAWKINS

Council Member, Place 3

CLINT HAYS

Council Member, Place 4

JOE ALEXANDRE

Mayor Pro Tem, Place 5

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. Police Department: Summary of July 2025 Activities

2.B. Finance Department: Monthly Financial Report

2.C. Public Works Department: Summary of July 2025 Activities

- 2.D. Parks & Recreation: Report from Parks & Recreation Advisory Board
- 2.E. City Manager's Monthly Report

3. CONSENT AGENDA ITEMS

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.

- 3.A. Consider approval of the Regular City Council Meeting Minutes from July 8, 2025.
- 3.B. Consider approval of the Special City Council Meeting Minutes from the following special meeting dates:
 - a) July 10, 2025
 - b) July 24, 2025
- 3.C. Consider approval of a resolution adding City Manager N. Michael Castro as signer of the City of Bulverde's bank and investment accounts.
- 3.D. Consider approval of a resolution of the City of Bulverde, Texas adopting an Investment Policy.
- 3.E. Receive the City of Bulverde Investment Summary Report as of June 30, 2025.

4. REGULAR AGENDA ITEMS

- 4.A. Discussion and possible approval of an Ordinance of the City Council of the City of Bulverde, Texas granting a Special Event Permit to Bulverde Musik in the Park for the use of the Bulverde Community Park on September 13, October 4, and October 25, 2025, and a waiver or modification to Chapter 16, Section 16.01.001 and Chapter 15, Section 15.03.001(c)(3), 15.02.008, 15.03.002, and 15.02.009(17), Code of Ordinances of the City of Bulverde Texas to waive food truck permit fees, waive personal liability; allow the use of vehicles to access the gazebo; waive established fees; and operate or use noise-producing devices.
- 4.B. Consider and take action on an Interlocal Agreement between the City of Bulverde and Comal Independent School District for the provision of law enforcement services.
- 4.C. Consider and take action on the Proposed 2025 Tax Rate.
- 4.D. Consider and take action on scheduling Public Hearing and Adoption Dates for the FY2025-2026 Budget and Tax Rates.

5. PUBLIC COMMENTS NOT RELATED TO POSTED AGENDA ITEMS

6. REPORTS BY ELECTED OFFICIALS AND CITY STAFF ON ITEMS OF COMMUNITY INTEREST

In accordance with Section 551.0415 of the Government Code, topics discussed under this item are limited to expressions of thanks, congratulations or condolence; information regarding holiday schedules; an honorary or salutary recognition of a public official, public employee or other citizen; a reminder about an upcoming event organized or sponsored by the governing body; information regarding a social, ceremonial or community event; and Announcements involving an imminent threat to the public health and safety of people in the political subdivision that has arisen after the posting of the agenda.

7. EXECUTIVE (CLOSED) SESSION

7.A. Pursuant to Tex. Gov't Code Ann. § 551.071 (Consultation with Attorney) the City Council will meet in private consultation with legal counsel to seek the advice of its attorneys about pending or contemplated litigation, a settlement offer, and/or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas conflicts with Chapter 551 of the Government Code; to wit:

- i Franco & Huerta v. City of Bulverde, Texas and Charles West, CA No 5:24-CV-00708-OLG, In the United States District Court, Western District of Texas – San Antonio Division
- ii Oak Village North Fire Station
- iii Ventana Phases II and III MDP
- iv Amendments to Chapter 1 of the City's Code of Ordinances

7.B. Pursuant to Tex. Gov't Code Ann. § 551.074 (Personnel Matters), the City Council will deliberate in Executive (Closed) Session to deliberate the appointment, employment, evaluation, and duties of the City Manager.

8. ACTION ITEMS AFTER EXECUTIVE (CLOSED) SESSION

8.A. Consider and take possible action on items as discussed in Executive Session.

- i Franco & Huerta v. City of Bulverde, Texas and Charles West, CA No 5:24-CV-00708-OLG, In the United States District Court, Western District of Texas – San Antonio Division.

- ii Oak Village North Fire Station
- iii Ventana Phase II and Phase III MDP
- iv Amendments to Chapter 1 of the City's Code of Ordinances

9. 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 August 8, 2025.

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.



City of Bulverde Police Department

July 2025 Monthly Report

Date: August 4th, 2025
To: City Manager, Mayor and City Council
Submitted by: Gary Haecker, Chief

GENERAL INFORMATION

Topic: July Monthly Report

CALLS FOR SERVICE

Bulverde Police Department had 1,153 Calls for Service.

• Blanco Road	21	• Hwy 281	180
• Bulverde Crossing	13	• Hwy 46	112
• Bulverde Estates	20	• Oak Village N	14
• Bulverde Hills	48	• Oakland Estates	36
• FM 1863	30	• Shepherd's Ranch	4
• City Hall/BPD Walk-ups	0	• Belle Oaks	26
• County	11	• Outside County	0
• Centennial Ridge	0	• Windmill Ranch	88
• Highlands	0	• Singing Hills	276
• Bulverde City Park	148	• Comal Trace	0
• Edgebrook	18	• Ammann Rd	65
• Persimmon Hill	0	• Bulverde Road	45
• Elm Valley	2	• Heimer Lange	0
• Bulverde Oaks	0	• Saddle Ridge	0

ARRESTS - Total Arrests – 12

Public Intoxication	2
Driving While Intoxicated	3
Evading Arrest Using a Vehicle	1
Warrants	2
Driving While Intoxicated 2 nd Offense	1
Fail to Identify	1
Resisting Arrest	1
Abandon Endangering a Child	1

ACCIDENTS - Bulverde Police investigated 16 crashes.

LOCATION		PROPERTY	INJURY	FATALITY
Hwy 46	2	2		
FM 1863	1	1		
Hwy 281	9	8	1	
Singing Hills	2	2		
Bulverde Hills	1		1	
Bulverde Road	1	1		

TRAFFIC ENFORCEMENT

Citations	492
Violations	594
Warnings	108

Average Speed Citation (mph over the limit)

Hwy 281 20.5
Hwy 46 24.2
FM 1863 23.0
Other 20.4

INVESTIGATIONS

Code Compliance

Code Compliance 4
Cases Closed 4
Follow Up Activities 0
Citations Issued 0
Warning Citation 0
Pending 0

BPD Cases:

Assigned	38
Interviews	64
Filed County DA	33
Filed Municipal Court	0
Warrants	4
Subpoenas	1
Citation	2
Closed	52
Supplements	223
Calls for Service	2
Reports	0
Training	32 hrs
Property Room	40 hrs

Financial Monthly Report

For the Month of June 2025

Presented to the Governing Council on August 12, 2025

Financial Overview

All banking and investment accounts are reconciled.

Revenue & Expenditures Summary for June 2025:

- **Total revenue for the month:** \$539,940.90
- **Total expenditures for the month:** \$659,854.92
- **Year-to-date revenue:** The city has received 90.84% of the FY25 budgeted revenue.
- **Year-to-date expenditures:** The city has expensed 70.79% of the budgeted expenses.

Budget Variances

- Revenue is trending above projections, driven by the stronger than expected collections in Sales Tax, Planning and Court revenue streams.
 - Budget realignments are ongoing to ensure departmental expenses align with actual year-to-date spending.
-

Project Updates

City of Bulverde Budget-Fiscal Year 2026

- A revised draft of the FY26 budget was presented on July 10, 2025, incorporating feedback and recommendations from the June 30, 2025 review.
 - The City has received the certified tax roll and calculated the proposed 2025 tax rate.
 - Staff continues preparations for the upcoming transition to the Tyler ERP Pro 10 financial software system.
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Additional Notes

- All banking and investment accounts are reconciled through July 2025.
- I am continuing to post expenses and finalize end-of-the-month transactions for July 2025.

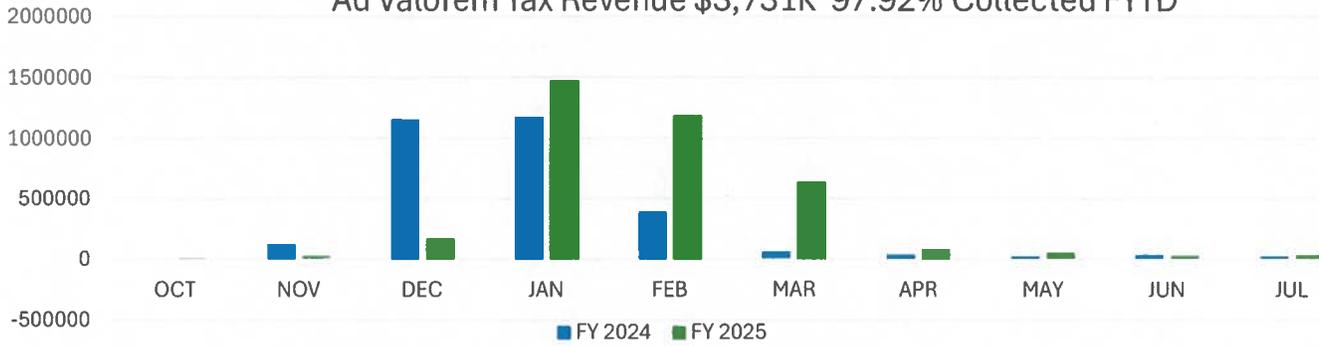
City of Bulverde
 Revenue And Expense Report
 As of June 30, 2025

8/7/2025 8:13 AM

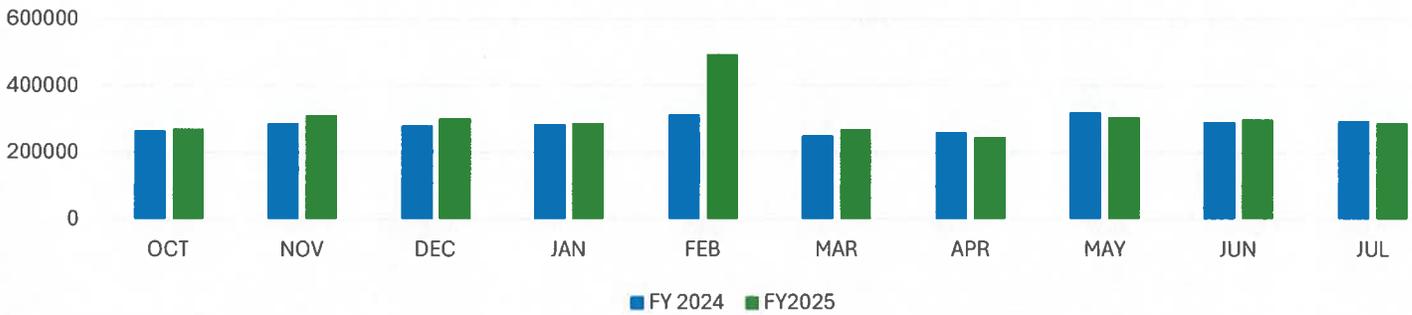
100 - GENERAL	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
Revenue Summary							
-	536,940.90	8,687,866.80	9,564,238.00	876,371.20	9.16%	7,031,293.09	10,176,928.49
Revenue Totals	<u>536,940.90</u>	<u>8,687,866.80</u>	<u>9,564,238.00</u>	<u>876,371.20</u>	<u>9.16%</u>	<u>7,031,293.09</u>	<u>10,176,928.49</u>
Expense Summary							
10-Administration	27,111.73	489,322.47	630,300.61	140,978.14	22.37%	532,187.56	707,013.94
15-Mayor & Council	1,576.98	12,034.07	17,500.00	5,465.93	31.23%	5,309.46	6,807.35
20-Municipal Court	25,955.25	243,058.04	339,553.10	96,495.06	28.42%	256,221.89	268,820.46
30-Non Departmental Function	43,465.93	678,836.83	865,688.00	186,851.17	21.58%	743,807.32	928,540.83
40-Public Safety	228,452.48	1,996,157.21	2,880,147.57	883,990.36	30.69%	1,872,923.26	2,589,020.38
45-Code Compliance	0.00	44,839.21	44,839.21	0.00	0.00%	49,984.42	119,720.24
50-Public Works	30,903.45	298,529.81	639,939.38	341,409.57	53.35%	380,333.01	514,844.79
55-Parks & Recreation	4,125.12	141,668.11	183,500.00	41,831.89	22.80%	262,053.26	519,120.31
60-Planning & Development	32,818.51	316,851.14	422,589.04	105,737.90	25.02%	193,088.99	311,318.98
65-Visitor Event Center	0.00	0.00	2,000.00	2,000.00	100.00%	314.07	314.07
90-Professional Services & Fees	72,528.81	715,868.32	1,085,650.00	369,781.68	34.06%	931,509.78	1,389,184.84
99-	192,916.66	1,736,249.95	2,315,000.00	578,750.05	25.00%	1,250,000.00	1,997,240.59
Expense Totals	<u>659,854.92</u>	<u>6,673,415.16</u>	<u>9,426,706.91</u>	<u>2,753,291.75</u>	<u>29.21%</u>	<u>6,477,733.02</u>	<u>9,351,946.78</u>
Revenues Over(Under) Expenditures	<u>(122,914.02)</u>	<u>2,014,451.64</u>	<u>137,531.09</u>	<u>(1,876,920.55)</u>	<u>19.11%</u>	<u>553,560.07</u>	<u>824,981.71</u>

2024-2025

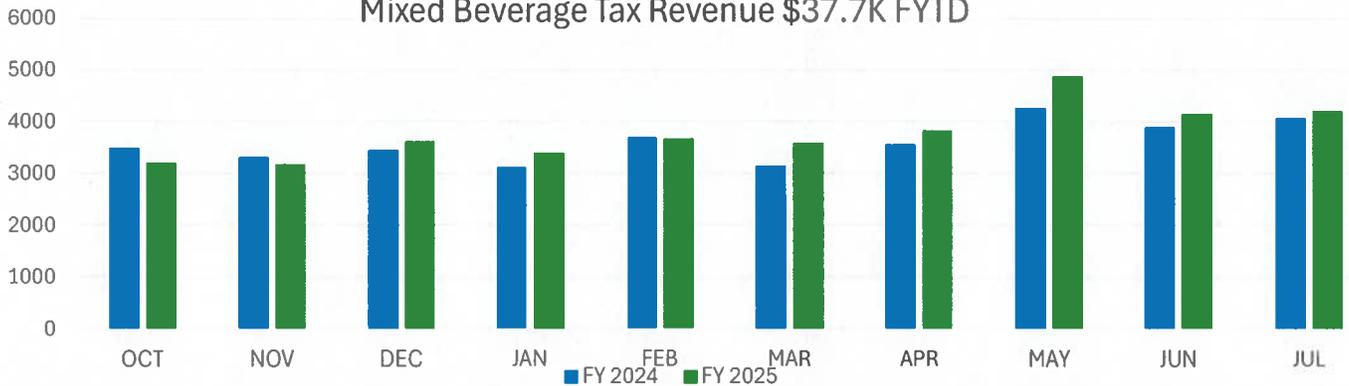
Ad Valorem Tax Revenue \$3,731K 97.92% Collected FYTD



Sales Tax Revenue \$3,075K FYTD

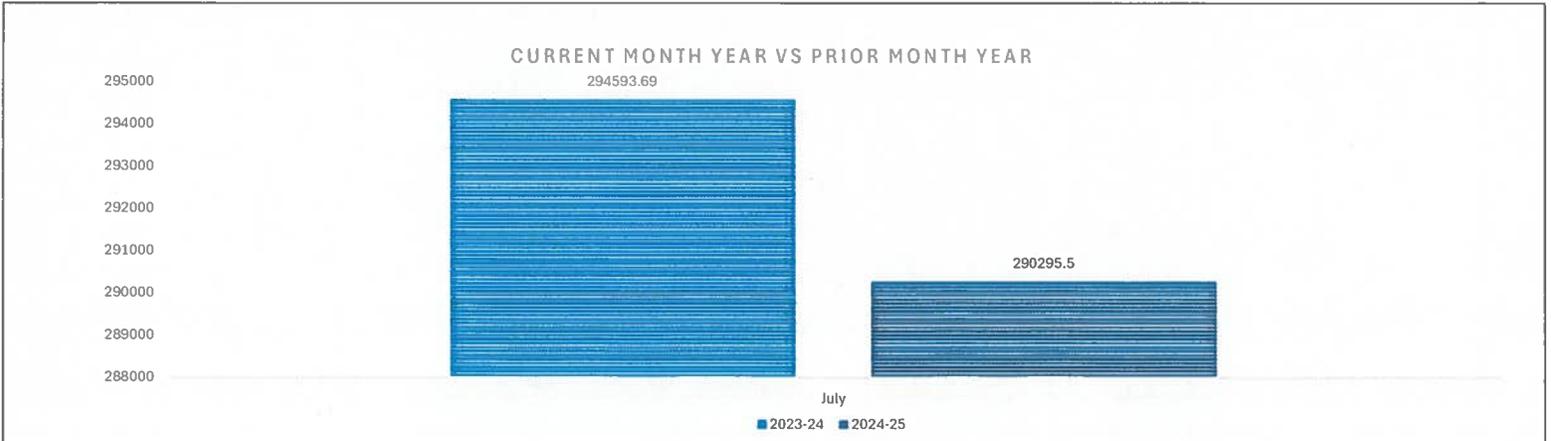
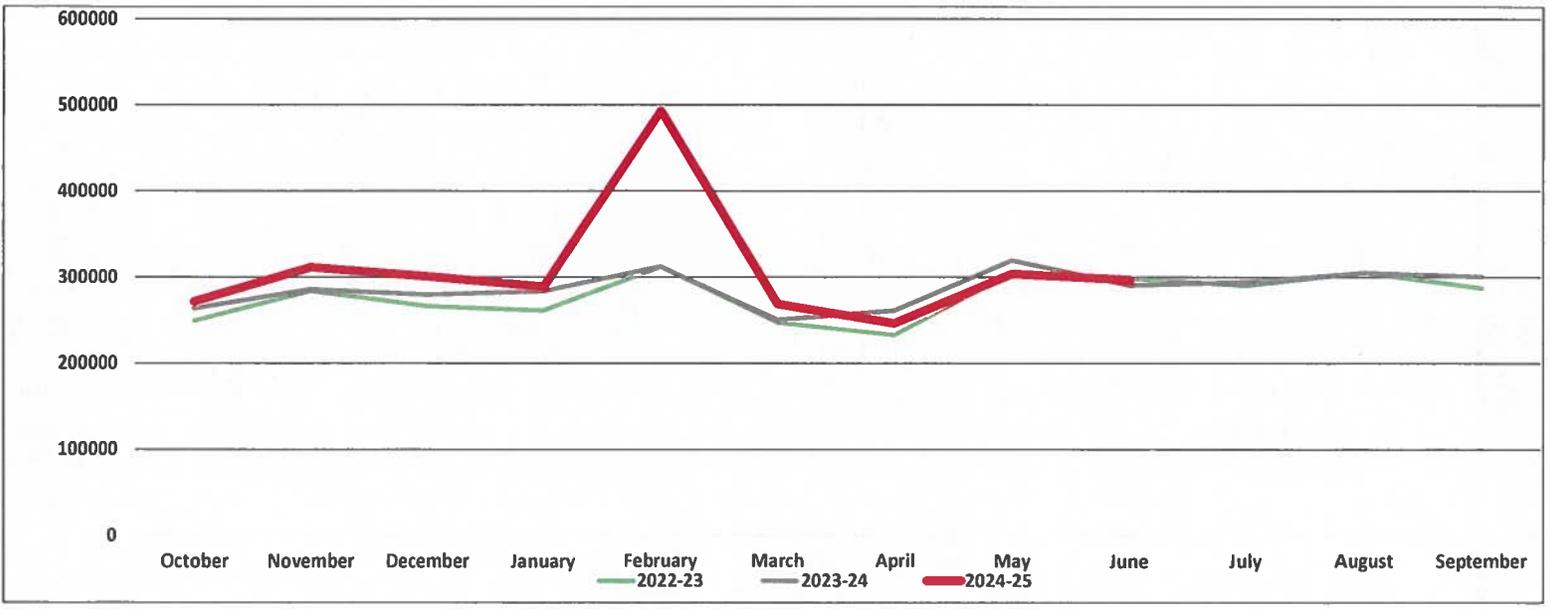
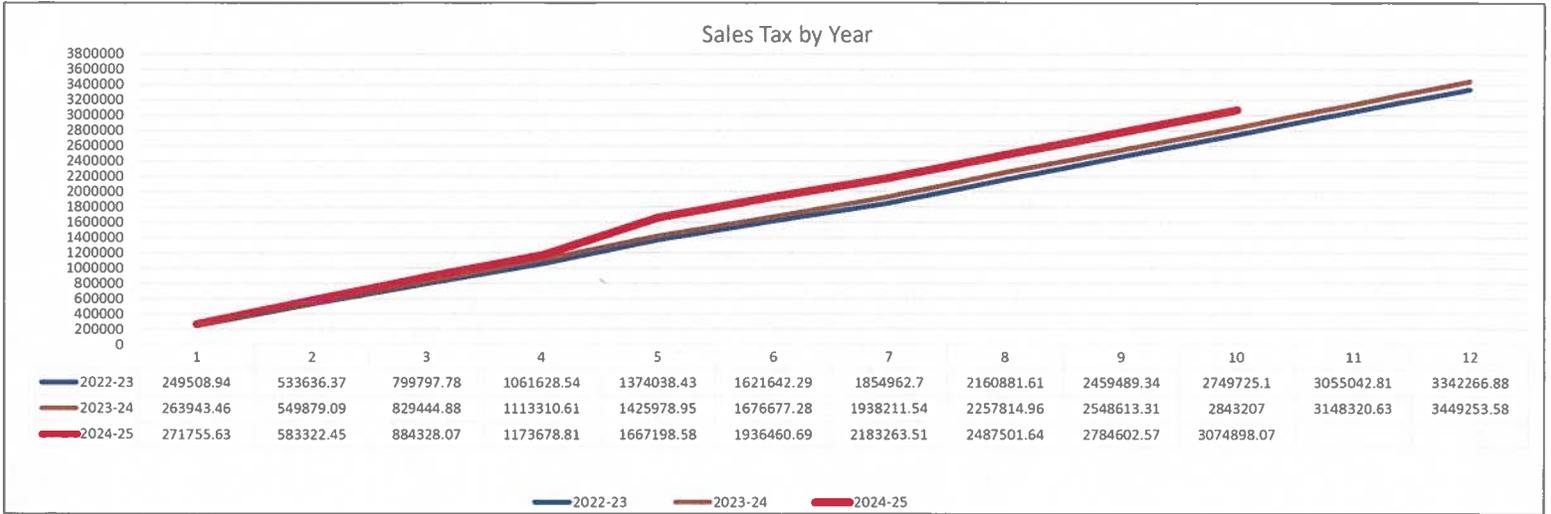


Mixed Beverage Tax Revenue \$37.7K FYTD



Cash Account	Interest Rate	Investment Accounts	Balance as of 07/31/2025
Operating Cash	0.400%		\$ 547,032.42
1st United Bank-MM	0.450%	\$5,026.96	
1st United Bank-MM	0.600%	\$1,642,498.42	<u>\$1,647,525.38</u>
Texas Class - Operating	4.4021%	\$ 4,347,823.75	
Texas Class - Hot		\$ 20,932.32	
Texas Class - Child Safety		\$ 87,218.71	
Texas Class - MC Sec Fund		\$ 139,549.51	
Texas Class - MC Technology		\$ 197,695.07	
Texas Class - Reserve		\$ 232,582.42	
Texas Class - Drainage		\$ 232,582.42	
			<u>\$ 5,258,384.20</u> Texas Class
Logic - Operating	4.4108%	\$ 290,215.29	
Logic - CSLFRF	4.4108%	\$ 741,313.45	<u>\$ 1,031,528.74</u> Logic
Mm - Police Seizures			\$ 62,422.53

SALES TAX TRENDS



City of Bulverde – Public Works Department
Monthly Summary Report
Reporting Period: July 14 – August 4, 2025
Submitted by: Aaron Martinez, Public Works Director

TCEQ Violation Update

As of July 21, 2025, TCEQ has confirmed that no additional information is needed from the City at this time. They are in the process of finalizing “Attachment A” of the Agreed Order, which will outline the SEP details, project information, and reporting schedule.

Here is a summary of the next steps:

- **Attachment Review:** TCEQ will complete management review and edits to “Attachment A.”
- **Agreed Order Revision:** The enforcement coordinator will incorporate the SEP details into a revised Agreed Order and update the penalty offset information.
- **City Review:** Once finalized, TCEQ will return the Agreed Order to the City for review and signature.
- **Reporting Requirements:** We will be required to maintain all project documentation, including invoices, payment records, and approvals. These will be submitted as part of the final report to close out the SEP.

While TCEQ could not give credit for Task A (Enforcement Coordination), the remaining approved tasks are expected to fully cover the penalty amount, so no additional costs are anticipated.

Key Maintenance Activities

Roads & Right-of-Way

- Addressed multiple edge failures and washouts, including:
 - Rodeo Dr. (225 ft failure, 27" drop-off)
 - Old Boerne Stage Rd. (three locations, rock asphalt repairs)
- Repaired base washout along Rodeo Dr. using A2 base and Portland Cement.
- Cleared asphalt debris near Panther Dr. and Mojado Pass per citizen request.
- Worked with TXDOT to address potholes and clarify ROW responsibilities.

Tree & Vegetation Management

- Trimmed trees and vegetation obstructing signage, sightlines, and lighting:

- Ammann Rd., Buck Ln., Bulverde Hills, and Sierra Vista intersections
- Removed fall-risk tree limbs and brush in parks and ROW areas.
- Ongoing challenge: down to one working trimmer; trimming slower than usual.

Drainage

- Cleared overgrown bar ditches on Persimmon Hill and Brand R.
 - Initiated culvert maintenance and bar ditch regrading plans.
-

City Facilities & Parks

City Hall

- Mowed and trimmed entire property
- Repaired exterior door closers and trimmed vegetation obstructing security cameras
- Painted and prepped Council Chambers for new carpet (now installed)

Bulverde Community Park

- **Playground has arrived and pre-construction meeting on Monday 8/11/2025**
- Mowing and weed control on basketball court, sidewalks, and high-growth areas
- Identified and removed hazardous tree limbs
- Ongoing septic system evaluation and repairs (working with Gruene Aerobic)
- Flowerbed and tree sucker cleanup
- Repaired pressure regulator for splash pad

Kraweitz Park / 10 Acres

- Mowing and clearing vegetation and fencing
 - Toro 96" mower demonstrated for potential purchase (faster, lower cost than Exmark)
 - Met with homeowners near Wildcat Rd. on concerns about tree clearance
-

Administrative & Equipment Updates

- Vehicle auction concluded: 2008 Tahoe and 2014 Charger sold for \$7,900
- Purchased new tools and equipment for PW truck
- Replaced carburetor on trimmer (running issues continue, warranty check pending)
- Built new court office desk and installed splash pad conservation signage
- Reviewed final draft for Wastewater Treatment Plant upgrade

These minutes have been prepared to satisfy the requirements of Section 551.021 of the Texas Government Code. Audio recordings of most City meetings can be obtained at www.bulverdetx.gov.

**City of Bulverde, Texas
City Council Meeting
Tuesday, July 8, 2025
Meeting Duration: 6:30 PM to 9:24 PM**

CALL THE MEETING TO ORDER

Mayor Helen Hays called the meeting to order at 6:30 PM.

Members of City Council Present:

Mayor Helen Hays
Council Member Jason Krawietz, Place 1
Council Member Francesca Watson, Place 2
Council Member Ted Hawkins, Place 3
Council Member Clint Hays, Place 4 (virtual)

Members of City Council Absent:

Mayor Pro Tem Joe Alexandre, Place 5
Council Member Christopher Goth, Place 6

City Staff Present: Interim City Manager / Planning Director Danny Batts, City Attorney Matthew Grove, City Secretary Sandra V. Ham, Chief of Police Gary Haecker, Public Works Director Aaron Martinez, and Finance Director Sharon Nelson

REPORTS AND PRESENTATIONS

- 2.A. Police Department: Summary of June 2025 Activities**
Report given by Police Chief Gary Haecker.
- 2.B. Finance Department: Monthly Financial Report**
Report given by Finance Director Sharon Nelson.
- 2.C. Public Works Department: Summary of June 2025 Activities**
Report given by Public Works Director Aaron Martinez.
- 2.D. Planning Department Update: Summary of June 2025 Activities**
Report given by Planning Director Danny Batts.
- 2.E. Parks & Recreation: Report from Parks & Recreation Advisory Board**
Report given by Parks & Recreation Advisory Board Member Angie Krawietz.
- 2.F. Presentation by Sonia Jiménez, JD, Interim Executive Director of the Alamo Area Metropolitan Planning Organization.**
Presentation by Sonia Jimenez.

CONSENT AGENDA ITEMS

- 3.A. Consider approval of the Regular City Council Meeting Minutes from June 10, 2025.
- 3.B. Consider approval of the Special City Council Meeting Minutes from June 25, 2025.
- 3.C. Consider approval of the Special City Council Meeting Minutes from June 30, 2025.

Motion: Council Member Place 1 Krawietz made a motion seconded by Council Member, Place 2 Watson to approve the Consent Agenda.

Vote: Motion carried (4) ayes to (0) nays.

REGULAR AGENDA ITEMS

Agenda Item 4.B was considered by City Council after the Consent Agenda

- 4.B. Hold a public hearing and consider the approval of an ordinance granting a variance to Section 17.06.009(d) and 17.06.010(5) of the City of Bulverde Code of Ordinances, related to tree mitigation and tree protection requirements, at 2541, 2545, and 2549 Bulverde Rd, Bulverde, TX 78163.

At 7:20 PM the City Council convened into Executive Session for consultation with legal counsel on the matter.

At 7:30 PM the City Council reconvened from Executive Session and took the following action on items discussed in Executive Session.

Council Member, Place 2 Watson recused herself from the deliberation due to potential conflict of interest.

Due to a lack of physical quorum, no action was taken on the matter.

At the conclusion of 4.B., Council resumed the regular order of the agenda as posted.

- 4.A. Hold a public hearing and consider the approval of an ordinance granting a variance to Section 3.08.102(c)(3) and Section 3.08.102(c)(4) of the City of Bulverde Code of Ordinances, at 2749 Bulverde Rd, Bulverde, TX 78163.

Mayor Hays opened the Public Hearing at 7:35 PM. There being no one wishing to speak, the public hearing was immediately closed.

Motion: Council Member, Place 1 Krawietz made a motion seconded by Council Member, Place 2 Watson to approve an ordinance granting a variance to Section 3.08.102(c)(3) and Section 3.08.102(c)(4) of the City of Bulverde Code of Ordinances, at 2749 Bulverde Rd, Bulverde, TX 78163, as amended by Council.

Vote: Motion carried (4) ayes to (0) nays.

Ordinance #813

4.C. Hold a public hearing and consider an ordinance of the City Council of the City of Bulverde, Texas, amending Chapter 3, Building Regulations, City of Bulverde Code of Ordinances, by amending Article 3.08.102, Permitted Sign Structures and General Regulations, to define a method of area calculation for attached building signs.

Mayor Hays opened the Public Hearing at 7:46 PM. One comment was received by Council. Mayor Hays closed the Public Hearing at 7:50 PM.

Motion: Mayor Hays made a motion seconded by Council Member, Place 1 Krawietz to approve an ordinance of the City Council of the City of Bulverde, Texas, amending Chapter 3, Building Regulations, City of Bulverde Code of Ordinances, by amending Article 3.08.102, Permitted Sign Structures and General Regulations, to define a method of area calculation for attached building signs, as recommended by the Planning & Zoning Commission.

Vote: Motion failed (2) ayes to (2) nays, Council Member, Place 2 Watson and Council Member, Place 3 Hawkins opposed.

4.D. Hold a Public Hearing and consider an ordinance annexing approximately 0.201 square miles of land generally located south and east of the Belle Oaks Ranch subdivision, north of the Monteola subdivision, and West of the Centennial Ridge subdivision, adjacent to the City of Bulverde, Texas.

Mayor Hays opened the Public Hearing at 8:07 PM. There being no one wishing to speak, the public hearing was immediately closed.

Motion: Council Member, Place 3 Hawkins made a motion seconded by Council Member, Place 2 Watson to approve an ordinance annexing approximately 0.201 square miles of land generally located south and east of the Belle Oaks Ranch subdivision, north of the Monteola subdivision, and West of the Centennial Ridge subdivision, adjacent to the City of Bulverde, Texas.

Vote: Motion carried (4) ayes to (0) nays.

Ordinance #814

Agenda Item 4.E. was removed from the agenda for consideration.

PUBLIC COMMENTS NOT RELATED TO POSTED AGENDA ITEMS

Mayor Helen Hays opened the meeting for public comments not related to posted agenda items at 8:09 PM. One comment was received by Council. Mayor Hays closed the public comments at 8:13 PM.

REPORTS BY ELECTED OFFICIALS AND CITY STAFF ON ITEMS OF COMMUNITY INTEREST

Mayor Hays commented on the recent boil water notice. She also expressed appreciation to Public Works and the Police Department for their service during the weather events.

Council Member, Place 2 Watson announced a donation opportunity for those affected by the July flood event.

EXECUTIVE (CLOSED) SESSION

At 8:17 PM the City Council convened into Executive Session to discuss the following:

- 7.A. The City Council will meet in Executive (Closed) Session to seek the advice of legal counsel about pending or contemplated litigation, to discuss a settlement offer, or on matters in which the duty of the attorney to the City Council under the Texas Rules of Professional Conduct conflict with the Texas Open Meetings Act; to wit:**
- i. Legal Issues related to the current land use and court case at the Oak Village North Fire Station.**
 - ii. Ethics Guidelines for Elected Officials.**
 - iii. City Council Rules of Procedure.**
- 7.B. Pursuant to Texas Government Code Section 551.074, the City Council will deliberate in Executive (Closed) Session to deliberate the appointment, employment, evaluation, and duties of the City Attorney.**
- 7.C. Pursuant to Texas Government Code Section 551.074, the City Council will deliberate in Executive (Closed) Session to deliberate the appointment, employment, evaluation, and duties of the Interim City Manager.**

At 9:24 PM the City Council reconvened from Executive Session and took the following action on items discussed in Executive Session.

No action taken.

ADJOURNMENT

9:24 PM

There being no further business to come before the City Council, the meeting was adjourned.

Sandra V. Ham
City Secretary

These minutes have been prepared to satisfy the requirements of Section 551.021 of the Texas Government Code. Audio recordings of most City meetings can be obtained at www.bulverdetx.gov.

**City of Bulverde, Texas
City Council Meeting
Thursday, July 10, 2025
Meeting Duration: 6:30 PM to 7:23 PM**

CALL THE MEETING TO ORDER

Mayor Helen Hays called the meeting to order at 6:30 PM.

Members of City Council Present:

Mayor Helen Hays
Council Member Jason Krawietz, Place 1
Council Member Francesca Watson, Place 2
Council Member Ted Hawkins, Place 3
Council Member Clint Hays, Place 4 (virtual)

Members of City Council Absent:

Mayor Pro Tem Joe Alexandre, Place 5
Council Member Christopher Goth, Place 6

City Staff Present: Interim City Manager / Planning Director Danny Batts, Chief of Police Gary Haecker, Public Works Director Aaron Martinez, and Finance Director Sharon Nelson

REGULAR AGENDA ITEMS

2.A. Presentation and discussion regarding the Proposed Budget for Fiscal Year 2025-2026.

The Bulverde City Council held a Budget Workshop for the purpose of discussing the budget for the upcoming fiscal year 2025-2026, as well as to provide staff direction on the proposed budget.

No action taken.

EXECUTIVE (CLOSED) SESSION

At 7:12 PM the City Council convened into Executive Session to discuss the following:

3.A. Pursuant to Tex. Gov't Code Ann. § 551.074 (Personnel Matters), Personnel Matters, the City Council will deliberate in Executive (Closed) Session to deliberate the appointment, employment, evaluation, and duties of the Interim City Manager.

At 7:23 PM the City Council reconvened from Executive Session and took the following action on items discussed in Executive Session.

No action taken.

ADJOURNMENT

7:23 PM

There being no further business to come before the City Council, the meeting was adjourned.

Sandra V. Ham
City Secretary

These minutes have been prepared to satisfy the requirements of Section 551.021 of the Texas Government Code. Audio recordings of most City meetings can be obtained at www.bulverdetx.gov.

**City of Bulverde, Texas
City Council Meeting
Thursday, July 24, 2025
Meeting Duration: 6:33 PM to 9:14 PM**

CALL THE MEETING TO ORDER

Mayor Helen Hays called the meeting to order at 6:33 PM.

Members of City Council Present:

Mayor Helen Hays
Council Member Jason Krawietz, Place 1
Council Member Ted Hawkins, Place 3 (virtual)
Council Member Clint Hays, Place 4
Mayor Pro Tem Joe Alexandre, Place 5
Council Member Christopher Goth, Place 6

Members of City Council Absent:

Council Member Francesca Watson, Place 2

City Staff Present: Interim City Manager / Planning Director Danny Batts, City Attorney Matthew Grove, City Secretary Sandra V. Ham, Planner I Heath Edwards, and Planner I Bailey Dorn

REGULAR AGENDA ITEMS

- 2.A. Hold a public hearing and consider the approval of an ordinance granting a variance to Section 17.06.009(d) and 17.06.010(5) of the City of Bulverde Code of Ordinances, related to tree mitigation and tree protection requirements, at 2541, 2545, and 2549 Bulverde Rd, Bulverde, TX 78163.**

Mayor Hays opened the Public Hearing at 7:09 PM. Two (2) comments were received by Council. Mayor Hays closed the Public Hearing at 7:13 PM.

At 7:42 PM the City Council convened into Executive Session for consultation with legal counsel on the above matter, in addition to the following posted Executive Session agenda items:

The City Council will meet in Executive (Closed) Session to seek the advice of legal counsel about pending or contemplated litigation, to discuss a settlement offer, or on matters in which the duty of the attorney to the City Council under the Texas Rules of Professional Conduct conflict with the Texas Open Meetings Act; to wit:

- i Ethics Guidelines for Elected Officials.**

Pursuant to Tex. Gov't Code Ann. § 551.074 Personnel Matters, the City Council will deliberate in Executive (Closed) Session to deliberate the appointment, employment, evaluation, and duties of the Interim City Manager.

At 8:49 PM the City Council reconvened from Executive Session and took the following action on agenda item 2.A. as discussed in Executive Session.

Motion: Mayor Hays made a motion seconded by Council Member, Place 4 Hays to approve an ordinance granting a variance to Section 17.06.009(d) and 17.06.010(5) of the City of Bulverde Code of Ordinances, related to tree mitigation and tree protection requirements, at 2541, 2545, and 2549 Bulverde Rd, Bulverde, TX 78163, as amended by City Council.

Vote: Motion carried (5) ayes to (1) nay, Council Member, Place 6 Goth opposed.

Ordinance #815

Council Member, Place 6 Goth left the Special City Council Meeting at 9:03 PM.

2.B. Hold a public hearing and consider an ordinance of the City Council of the City of Bulverde, Texas, amending Chapter 3, Building Regulations, City of Bulverde Code of Ordinances, by amending Article 3.08.102, Permitted Sign Structures and General Regulations, to define sizing and a method of area calculation for attached building signs.

Mayor Hays opened the Public Hearing at 9:05 PM. One (1) comment were received by Council. Mayor Hays closed the Public Hearing at 9:08 PM.

Motion: Council Member, Place 4 Hays made a motion seconded by Mayor Pro Tem Place 5 Alexandre to approve an ordinance amending Chapter 3, Building Regulations, City of Bulverde Code of Ordinances, by amending Article 3.08.102, Permitted Sign Structures and General Regulations, to define sizing and a method of area calculation for attached building signs, as described by Option #1 presented to Council.

Vote: Motion carried (5) ayes to (0) nays.

Ordinance #816

ADJOURNMENT

9:14 PM

There being no further business to come before the City Council, the meeting was adjourned.

Sandra V. Ham
City Secretary



3.C
CITY COUNCIL ITEM
Resolution
Bank Signatory

MEETING DATE: August 12, 2025
AGENDA ITEM: Consider approval of a resolution adding City Manager N. Michael Castro as signatory of the City of Bulverde's bank and investment accounts.
DEPARTMENT: Administration
PRESENTED BY: Sharon Nelson, Finance Director

BACKGROUND:

The City of Bulverde currently maintains bank accounts with First United Bank – Bulverde. Additionally, the City maintains investment accounts with Texas CLASS (Texas Cooperative Liquid Assets Securities System) Trust and TexSTAR / LOGIC.

With the onboarding of new City Manager N. Michael Castro, it is necessary to add Mr. Castro to the City's financial accounts.

RECOMMENDATION:

Approve the resolution adding Mr. Castro as a signatory to First United Bank, and as an authorized representative for Texas CLASS and TexSTAR / LOGIC.

ATTACHMENTS:

- Resolution adding signatory and authorized user to the City's financial accounts.

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE ADDITION OF CITY MANAGER N. MICHAEL CASTRO TO THE CITY'S FINANCIAL ACCOUNTS, APPROVING CHANGES TO SIGNATORIES FOR FIRST UNITED BANK ACCOUNT, AND ADDING A NEW AUTHORIZED REPRESENTATIVE FOR INVESTMENT ACCOUNTS.

WHEREAS, the City maintains banking accounts with First United Bank – Bulverde whose branch is located at 20480 TX-46, Spring Branch, TX 78070; and

WHEREAS, the City maintains investment accounts with Texas Cooperative Liquid Assets Securities System Trust and TexSTAR LOGIC.

WHEREAS, various officers and employees are authorized to act on behalf of the City to make various transactions with regard to those accounts and, in this capacity, are designated as signatories or authorized representatives on these accounts; and

WHEREAS, due to changes in persons designated as officers, it is necessary to instruct First United Bank – Bulverde who is designated as a signatory and has access to accounts;

WHEREAS, due to changes in persons designated as officers, it is necessary to instruct Texas Cooperative Liquid Assets Securities System Trust and TexSTAR LOGIC who is designated as an authorized representative and has access to accounts;

NOW, THEREFORE, BE IT RESOLVED that City Manager Norbert Michael Castro is to be added as a signatory and granted rights to access accounts.

PASSED AND ADOPTED this 12th day of August, 2025.

Helen Hays
Mayor

ATTEST:

Sandra V. Ham
City Secretary



3.D
CITY COUNCIL ITEM
Resolution
Investment Policy

MEETING DATE: August 12, 2025

AGENDA ITEM: Discuss and consider a resolution of the City of Bulverde, Texas adopting an Investment Policy.

DEPARTMENT: Administration

PRESENTED BY: Sharon Nelson, Finance Director

BACKGROUND:

Under Government Code 2256.005(e) the Council shall adopt a written Investment Policy not less than annually. The last time Council adopted the City of Bulverde's Investment Policy was at the November 12, 2024 City Council meeting. No changes have been made to the Investment Policy approved in November 2024.

RECOMMENDATION:

Staff recommends that Council approve the City of Bulverde Investment Policy Resolution.

ATTACHMENTS:

- Resolution adopting the City of Bulverde's Investment Policy
- 2025 Investment Policy

RESOLUTION NO. ____

A RESOLUTION OF THE CITY OF BULVERDE, TEXAS ADOPTING AN INVESTMENT POLICY; APPOINTING AN INVESTMENT OFFICER; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Texas Public Funds Investment Act, Chapter 2256, Texas Government Code (the "Act") requires the City to adopt a written investment policy regarding the investment of the City's funds and funds under its control and to appoint an investment officer to be responsible for the investment of the City's funds consistent with the investment policy of the City;

WHEREAS, the City Council finds and determines that the City of Bulverde Investment Policy, attached hereto as Exhibit A (the "Investment Policy"), primarily emphasizes safety of principal and liquidity and addresses investment diversification, yield, and maturity and the quality and capability of investment management as required by the Act;

WHEREAS, the City Council finds and determines that adoption of this Resolution 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 RESOLVED BY THE CITY COUNCIL OF THE CITY OF BULVERDE, TEXAS THAT:

- 1. Findings of Fact.** The foregoing recitals are incorporated into this Resolution by reference as findings of fact as if expressly set forth herein.
- 2. Enactment:**
 - A. The Investment Policy is adopted as the investment policy of the City pursuant to the Act, replacing any and all other investment policies adopted by the City pursuant to the Act prior to the effective date of this Resolution.
 - B. Under the direction of the City Manager, the Finance Director is designated as investment officer of the City pursuant to the Act.
- 3. 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 Resolution and same are deemed severable for this purpose.
- 4. Effective Date.** This Resolution shall be effective as of the date of adoption.

RESOLVED THIS 12TH DAY OF AUGUST, 2025.

APPROVED:

ATTEST:

Helen Hays
Mayor

Sandra V. Ham,
City Secretary



City of Bulverde
Investment Policy

1. INTRODUCTION

The purpose of this document is to set forth specific investment policy and strategy guidelines for the City of Bulverde in order to achieve the goals of safety of principal, liquidity, yield, and public trust for all investment activity. The City Council of the City of Bulverde shall review its investment strategies and policy annually. This policy serves to satisfy the statutory requirement (specifically the Public Funds Investment Act, Texas Government Code, Chapter 2256 (the "Act")) to define, adopt and review a formal investment strategy and policy. The policy provides conformance to all statutes, rules, and regulations governing the investment of public funds.

2. INVESTMENT STRATEGY

The City of Bulverde may maintain separate portfolios, or one commingled portfolio which utilize four specific investment strategy considerations designed to address the unique characteristics of the fund groups represented in the portfolios. The investment objective for each portfolio will maintain the following priorities in order of importance: understanding of the suitability of the investment to the financial requirements of the City, preservation and safety of principle, liquidity, marketability of the investment, diversification, and lastly yield.

Operating funds and commingled pools containing operating funds objective will assure that anticipated cash flows are matched with adequate investment liquidity. An additional objective is to create a diversified portfolio structure, which will experience minimal volatility during economic cycles. This may be accomplished by purchasing high quality, short- to medium-term securities, which will complement each other in a laddered or barbell maturity structure. The maximum dollar weighted average maturity of 2 years or less will be calculated using the stated final maturity date of each security. The maximum maturity of any individual security the City may invest shall be five (5) years.

Debt service funds shall have as their objective the assurance of investment liquidity adequate to cover the debt service obligation on the required payment date. No extended investment may be made unless the prior debt service dates are fully funded.

Debt service reserve funds primary objective is the ability to generate a revenue stream to the appropriate debt service fund from securities with a low degree of volatility. Securities should be high quality and, except as may be required by the bond ordinance specific to an individual issue, of short to intermediate-term maturities. Volatility shall be further controlled through the purchase of securities, within the desired maturity and quality range.

Special projects or special purpose fund portfolios will have as their primary objective to assure that anticipated cash flows are matched with adequate investment liquidity. These portfolios should include at least 10% in highly liquid securities to allow for flexibility and unanticipated project outlays. The state final maturity dates of securities held should not exceed the estimated project completion date.

3. SCOPE

This investment policy applies to all financial assets of the City of Bulverde. These funds are accounted for in the City's Annual Financial Report and include the General Fund, Special Revenue Funds, Enterprise/Proprietary Funds and any new fund unless specifically exempted by the City Council.

4. OBJECTIVES

The primary objective of the City's investment activity is the preservation of capital in the overall portfolio. Each investment transaction shall be conducted in a manner to avoid capital losses, whether they are from securities defaults or erosion of market value. All investments shall be designed and managed in a manner responsive to the public trust and consistent with State and local law.

The City shall maintain a comprehensive cash management program, which includes collection of accounts receivable, vendor payment in accordance with invoice terms, and prudent investment of available cash. Cash management is defined as the process of managing monies in order to ensure maximum cash availability and maximum yield on short-term investment of pooled idle cash.

The City's investment portfolio shall be structured such that the City is able to meet all obligations in a timely manner. This shall be achieved by matching investment maturities with forecasted cash flow requirements and by investing in securities with active secondary markets.

The City's cash management portfolio shall be designed with the objective of regularly matching or exceeding the yield on comparable U.S. Treasury Bill. The investment program shall seek to augment returns above this threshold consistent with risk limitations identified herein and prudent investment policies.

5. DELEGATION OF RESPONSIBILITY

A. Investment Officer

Under the direction of the City Manager, the Finance Director is designated as investment officer of the City and is responsible for investment decisions and activities. The investment officer shall attend at least ten (10) hours of training relating to the officer's responsibility under the Act within twelve (12) months after assuming duties. Thereafter, eight (8) hours of training must be completed every two fiscal years. The training cycle is concurrent with the city's fiscal year.

The Investment Officer shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair the ability to make impartial investment decisions. City staff shall disclose to the City Manager any material financial interests in financial institutions that conduct business with the City, and they shall further disclose positions that could be related to the performance of the City's portfolio.

An investment officer of the City who has a personal business relationship with an organization seeking to sell an investment to the City shall file statement disclosing that personal business interest. An investment officer who is related within the second degree by affinity or consanguinity

to an individual seeking to sell an investment to the City shall file a statement disclosing that relationship. A statement required under this subsection must be filed with the Texas Ethics Commission and the City.

B. City Council

The City Council holds ultimate fiduciary responsibility for the portfolio. It will receive and review quarterly reporting, approve broker/dealers, and review and adopt the Investment Policy and Strategy at least annually.

6. PRUDENCE

The standard of prudence to be applied by the investment officer shall be the rule stated in Texas Government Code § 2256.006, which states:

Investments shall be made with judgment and care, under circumstances then prevailing, that a person of prudence, discretion and intelligence exercises in the management of the person's own affairs, not for speculation, but for investment, considering the probable safety of capital and the probable income to be derived. Investment of funds shall be governed by the following investment objectives in order of priority:

- (1) preservation and safety of principal;
- (2) liquidity; and
- (3) yield.

In determining whether an investment officer has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration:

1. The investment of all funds, or funds under the City's control, over which the officer had responsibility rather than a consideration as to the prudence of a single investment.
2. Whether the investment decision was consistent with the written investment policy of the City.

The investment officer, acting in accordance with written procedures and exercising due diligence, shall not be held personally responsible for a specific security's credit risk or market price changes, provided that these deviations are reported immediately, and that appropriate action is taken to control adverse developments.

7. REPORTING

The Finance Director shall submit a written and signed quarterly investment report of investment transactions for the preceding reporting period to the City Manager and City Council. The report will include a description in detail of the investment position of the City. To include:

1. a summary of investments, and their beginning market value, additions and changes to the

- market value during the period, ending market value;
2. fully accrued interest for the reporting period;
3. a description of each investment;
4. the market value of the portfolio must be determined at least monthly. Market prices will be obtained from an independent source.
5. state the book value and market value of each separately invested asset at the end of the reporting period by the type of asset and fund type invested;
6. state the maturity date of each separately invested asset that has a maturity date;
7. state the compliance of the investment portfolio to the investment policy and strategy and the Act.

If the City invests in other than money market mutual funds, investment pools or bank time and demand accounts in any bank the reports prepared by the investment officers under this section shall be formally reviewed at least annually by an independent auditor, and the result of the review shall be reported to the governing body by that auditor.

8. INVESTMENT PORTFOLIO

A. Active Portfolio Management

The City shall pursue a conservative pro-active versus passive portfolio management philosophy. That is, securities may be sold before they mature if market conditions present an opportunity for the City to benefit from the trade. The investment officer will routinely monitor the contents of the portfolio, the available markets, and the relative value of competing instruments, and will adjust the portfolio accordingly. The City is not required to liquidate investments that were authorized investments at the time of the purchase.

B. Investments

Assets of the City of Bulverde may be invested only in the following instruments; as further defined in the Act. At least 3 competitive offers or bids must be obtained for all individual security purchases and sales. (Transactions with money market mutual funds, local government investment pools and when-issued securities shall also be evaluated with comparable investments). New issues will not be required to be competitively transacted as all broker/dealers would show the same price and yield.

1. Authorized

- a. Obligations of the United States Government, its agencies and instrumentalities with a maximum stated maturity of three years, excluding mortgage backed securities.
- b. General debt obligations of any US state or political subdivision rated AA or better with a stated maturity not to exceed five (5) years.
- c. Other obligations, the principal of and interest on which are unconditionally guaranteed by the State of Texas or United States of America or their respective agencies or insured by or backed by the full faith and credit with a maximum maturity of five (5) years.
- d. FDIC insured or collateralized depository certificates of deposit from banks that have

- their main office or a branch in Texas collateralized in accordance with this policy and with a maximum maturity of two (2) years.
- e. FDIC insured brokered certificate of deposit securities issued by any US state delivered versus payment to the City's safekeeping agent not to exceed two (2) years to maturity. Before purchase, the investment officer must verify the FDIC status of the bank on www.fdic.gov to assure the bank is FDIC insured.
 - f. AAA-rated, local government investment pools in Texas which strive to maintain a \$1 net asset value (NAV) as defined by the Act and authorized by resolution of the City Council.
 - g. Commercial paper rated A1/P1 or equivalent by two rating agencies with a maximum maturity of ninety (90) days.
 - h. FDIC insured or collateralized interest bearing and money market accounts in any bank in Texas.
 - i. AAA-rated, SEC registered money market funds striving to maintain a \$1 NAV.

2. Not Authorized

The City's authorized investments options are more restrictive than those allowed by state law. State law specifically prohibits investment in the following investment securities:

- a. An obligation whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal.
- b. Obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest.
- c. Collateralized mortgage obligations that have a state final maturity date of greater than 10 years.
- d. Collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index.

C. Holding Period

The City of Bulverde intends to match the maturities with liability and liquidity needs of the City. In no case will the average dollar-weighted maturity of investments of the City's operating funds exceed one (1) year. The maximum final stated maturity of any investment shall not exceed five (5) years.

D. Risk and Diversification

The City recognizes that investment risks can result from issuer defaults, market price changes or various technical complications leading to temporary illiquidity. Risk is controlled through portfolio diversification, which shall be achieved by the following general guidelines:

Risk of issuer default is controlled by limiting investments to those high credit quality instruments allowed by the Act, further restricted by policy.

Market risk can be limited by avoiding over-concentration assets in a specific maturity sector and limitation of average maturity of operating funds investment to two years.

9. SELECTION OF BANKS AND DEALERS

A. Depository

At least every five (5) years a Depository shall be selected through the City's banking services procurement process, which shall include a formal request for proposal (RFP). In selecting a depository, the services, costs, earning potential and credit worthiness of institutions shall be considered. The Finance Director shall conduct a comprehensive review of prospective depositories' credit characteristics and financial history.

B. Security Broker/Dealers

All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the following as appropriate:

- audited financial statements
- proof of Financial Industry Regulatory Authority (FINRA) certification
- proof of Texas registration
- policy certification of review of the City's investment policy signed by an authorized representative of the organization to include acknowledgment that the firm has implemented reasonable procedures and controls in an effort not to sell investments to the City unauthorized by policy.

C. List of Qualified Brokers

The City Council will annually adopt, by resolution, a list of authorized brokers to engage in investment transactions with the City. Each broker/dealer will provide the required policy certification before any transaction can be executed.

10. COLLATERAL, SAFEKEEPING AND CUSTODY

A. Time and Demand Deposit Pledged Collateral

All bank time and demand deposits shall be secured by pledged collateral. In order to anticipate market changes and provide a level of security for all funds, the collateralization level will be 102% of market value of principal and accrued interest on the deposits less an amount insured by the FDIC. Evidence of the pledged collateral shall be provided by the Custodian. Repurchase agreements shall be documented by a specific agreement noting the collateral pledge in each agreement. Monthly reports of collateral shall be provided directly from the custodian on a monthly basis.

Collateral pledged to secure deposits of the City shall be held by an independent financial institution outside the holding company of the depository in accordance with a written safekeeping

agreement under the terms of the Financial Institutions Reform, Recovery and Enforcement Act of 1989. The safekeeping agreement shall clearly define the procedural steps for gaining access to the collateral should the City determine that the City's funds are in jeopardy. The safekeeping institution shall be the Federal Reserve Bank or an institution not affiliated with the firm pledging the collateral.

B. Repurchase Agreements Owned Collateral

Collateral under a repurchase agreement is owned by the City. It will be held by an independent third-party safekeeping agent approved by the City under an executed Bond Market Association Master Repurchase Agreement. Collateral with a market value totaling 102% of the principal and accrued interest is required and the counterparty is responsible for the monitoring and maintaining of collateral and margins at all times.

C. Authorized Collateral Defined

The City of Bulverde shall accept only the following securities as collateral:

1. FDIC insurance coverage.
2. Obligations of the US Government, its agencies and instrumentalities including mortgage-backed securities and CMO which pass the bank test.
3. Obligations, the principal and interest on which, are unconditionally guaranteed or insured by the State of Texas.
4. Securities from any US state and its subdivisions rated as A or better by two national recognized rating agencies.

D. Subject to Audit

All collateral shall be subject to inspection and audit by the Finance Director or the City's independent auditors.

11. INTERNAL CONTROLS

The Finance Director is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the entity are protected from loss, theft or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management. Accordingly, the Finance Director shall establish a process for an annual independent review by an external auditor to assure compliance with policies and procedures. The internal controls shall address the following points:

- Control of collusion.
- Separation of transaction authority from accounting and record keeping.
- Custodial safekeeping.
- Clear delegation of authority to subordinate staff members.

- Written confirmation for telephone (voice) transactions for investments and wire transfers.

Annually the Investment Officer shall perform an internal compliance audit to assure compliance with requirements of this Policy and the Act. Annually, the City's external auditor shall review the quarterly reports.

A. Cash Flow Forecasting

Cash flow forecasting is designed to protect and sustain cash flow requirements of the City. The Investment Officer will analyze and maintain a cash flow plan to monitor and forecast cash positions for Investment purposes.

B. Delivery vs. Payment Security Settlement

All transactions, except investment pool funds and mutual funds, shall be settled on a delivery versus payment basis. That is, payments shall not be made until the collect security or other investment is received by the safekeeping agent. The security or other investment shall be held on behalf of the City. The Trustee's records shall assure the notation of the City's ownership of or explicit claim on the securities or other investment. The original copy of all safekeeping receipts shall be delivered to the City by the safekeeping agent.

C. Loss of Credit Rating

The investment officer shall monitor, on no less than a monthly basis, the credit rating on all authorized investments in the portfolio requiring ratings based upon independent information from a nationally recognized rating agency. If any security falls below the minimum rating required by Policy, the Investment Officer shall notify the City Manager of the loss of rating, conditions affecting the rating and possible loss of principal with liquidation options available.

D. Monitoring FDIC Coverage

The Investment Officer shall monitor, on no less than a monthly basis, the status and ownership of all banks issuing brokered CDs owned by the City based upon information from the FDIC. If any bank has been acquired or merged with another bank in which brokered CDs are owned, the investment officer shall immediately liquidate any brokered CD which places the City above the FDIC insurance level.

12. INVESTMENT POLICY ADOPTION

The City of Bulverde investment policy shall be reviewed and adopted by Resolution of the City Council on at least an annual basis. Any changes made to the policy shall be reflected in the adopting Resolution.

13. GLOSSARY OF TREASURY TERMS

Agencies: Federal agency securities.

Asked: The price at which securities are offered to be sold to the City. Bid: The price at which the City would sell its securities.

Broker: A broker brings buyers and sellers together for a commission paid by the initiator of the transaction or by both sides; he does not position.

Certificate of Deposit (CD): A time deposit with a specific maturity evidenced by a certificate. Large- denomination CD's are typically negotiable.

Collateral: Securities, evidence of deposit or other property, which a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies and used to define the securities bought and sold under a repurchase agreement signifying ownership by the City.

Comprehensive Annual Financial Report (CAFR): Includes five combined statements and basic financial statements for each individual fund and account group prepared in conformity with GAAP. It also includes supporting schedules necessary to demonstrate compliance with finance-related legal and contractual provisions, extensive introductory material, and detailed statistical section.

Coupon: (a) The annual rate interest that a bonds' issuer promises to pay the bondholder on the bond's face value. (b) A certificate attached to bond evidencing interest due on a payment date.

Dealer: A dealer, as opposed to a broker, carries an inventory of securities and may act as a principal in all transactions, buying and selling for his own account.

Debenture: A bond secured only by the general credit of the issuer.

Delivery versus Payment (DVP): Delivery versus payment means delivery of securities with a simultaneous exchange of money for the securities. It guarantees that the City always has control of its security or its fund.

Discount: The difference between the cost price of security and its value at maturity when quoted at lower than face value. A security selling below original offering price shortly after sale also is considered to be at a discount.

Discount Securities: Non-interest-bearing money market instruments that are issued at a discount and redeemed at maturity for full face value, for example: U.S. Treasury bills.

Diversification: Dividing investment funds among a variety of securities offering independent returns.

Federal Credit Agencies: Agencies of the Federal government set up to supply credit to various classes of institutions and individuals, for example: S&L's, small business firms, students, farmers,

family cooperatives, and exporters.

Federal Deposit Insurance Corporation (FDIC): A federal agency that insures bank deposits, currently up to \$250,000 per depositor.

Federal Funds Rate (the "Fed Rate"): The rate of interest at which Federal funds are traded. This rate is currently pegged by the Federal Reserve through open-market operations.

Federal Home Loan Banks (FHLB): The institutions that regulate and lend to savings and loan associations. The Federal Home Loan Banks play a role analogous to that played by the Federal Reserve Banks in relation to member commercial banks.

Federal National Mortgage Association (FNMA or Fannie Mae): FNMA, like GNMA, was chartered under the Federal National Mortgage Association Act in 1938. FNMA is a federal corporation working under the auspices of the Department of Housing and Urban Development, H.U.D. It is the largest single provider of residential mortgage funds in the United States. Fannie Mae is a private stockholder-owned corporation. The corporation's purchases include a variety of adjustable mortgages and secondary loans in addition to fixed-rate mortgages. FNMA's securities are highly liquid and widely accepted. FNMA assumes and guarantees that all security holders will receive timely payment of principal and interest.

Federal Open Market Committee (FOMC): Consists of seven members of the Federal Reserve Board and five of the twelve Federal Reserve Bank Presidents. The president of the New York Federal Reserve Bank is a permanent member while the other presidents serve on a rotating basis. The Committee periodically meets to set Federal Reserve guidelines regarding purchases and sales of government securities in the open market as a means of influencing the volume of bank credit and money.

Federal Reserve System: The central bank of the United States created by Congress and consisting of a seven-member Board of Governors in Washington, D.C., twelve (12) regional banks, and about 5,700 commercial banks that are members of the system.

Liquidity: A liquid asset is one that can be converted easily and rapidly into cash without a substantial loss of value. In the money market, a security is said to be liquid if the spread between bid and asked prices is narrow and reasonable quantities can be purchased at those quotes.

Local Government Investment Pool (LGIP): A local cooperative of a political subdivisions allowing for joint investment and reinvestment of assets.

Market Value: The price at which a security is trading and could presumably be purchased or sold.

Master Repurchase Agreement: A simultaneous buy-sell transaction used primarily for short term investing performed only under a Bond Market Association Master Repurchase Agreement. The master agreement defines the transaction, identifies the relationship between the parties, establishes practices regarding ownership and custody of the securities during the term of the investment, provides remedies in the case of default, and clarifies ownership.

Maturity: The date on which the principal or stated value of an investment becomes due and payable.

Money Market: The market in which short-term debt instruments (bills, commercial paper, bankers' acceptances, etc.) are issued and traded.

Open Market Operations: Purchases and sales of government and certain other securities in the open market by the New York Federal Reserve Bank as directed by the FOMC in order to influence the volume of money and credit in the economy. Purchases inject reserves into the bank system and stimulate growth of money and credit; sales have the opposite effect. Open market operations are the Federal Reserve's most important and most flexible monetary policy tool.

Portfolio: Collection of securities held by an investor.

Primary Dealer: A primary dealer is designated by the NY Fed with strong restrictions which submits daily reports of market activity and positions and monthly financial statements to the Federal Reserve Bank of New York and is subject to its formal oversight. The list of current primaries is found on the www.nyfed.gov.

Prudent Person Rule: An investment standard. Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

Rate of Return: The rate obtainable on a portfolio or security based on its purchase price or its current market price. A rate of return portfolio is based on and traded to parallel an index and indicates active trading of the portfolio.

Repurchase Agreement (RP or REPO): A buy-sell transaction in which a holder of securities sells these securities to an investor with an agreement to repurchase them at a fixed price on a fixed date. The security "buyer" in effect lends the "seller" money for the period of the agreement, and the terms of the agreement are structured to compensate him for this. Dealers use RP extensively to finance their positions. Exception: When the Fed is said to be doing RP, it is lending money increasing bank reserves.

Safekeeping: A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held in the bank's vaults for protection.

SEC Rule 15C3-I: See uniform net capital rule.

Secondary Market: A market made for the purchase and sale of outstanding issues following the initial distribution.

Securities & Exchange Commission (SEC): Agency created by Congress to protect investors in securities transactions by administering securities legislation.

Treasury Bills (T Bills): A non-interest-bearing discount security issued by the U.S. Treasury to finance the national debt. Most bills are issued to mature in three months, six months or one year.

Treasury Bond: The longest U.S. Treasury securities being auctioned at the time - usually 30-year maturity.



3.E
CITY COUNCIL ITEM
Receive
Investment Reports

MEETING DATE: August 12, 2025
AGENDA ITEM: Receive the City of Bulverde Investment Summary Report as of June 30, 2025.
DEPARTMENT: Administration
PRESENTED BY: Sharon Nelson, Finance Director

BACKGROUND:

The Finance Department is submitting these reports in compliance with the policies and strategies contained in the City of Bulverde's Investment Policy and the Public Funds Investment Act (Chapter 2256). According to the Investment Policy Section VII. Reporting:

The Finance Director shall submit a written and signed quarterly investment report of investment transactions for the preceding reporting period to the City Manager and City Council. The report will include a description in detail of the investment position of the City. To include:

1. a summary of investments, and their beginning market value, additions and changes to the market value during the period, ending market value;
2. fully accrued interest for the reporting period;
3. a description of each investment;
4. the market value of the portfolio must be determined at least monthly. Market prices will be obtained from an independent source.
5. state the book value and market value of each separately invested asset at the end of the reporting period by the type of asset and fund type invested;
6. state the maturity date of each separately invested asset that has a maturity date;
7. state the compliance of the investment portfolio to the investment policy and strategy and the Act.

RECOMMENDATION:

Receive the City of Bulverde Investment Summary Report in compliance with the policies and strategies contained in the City of Bulverde's Investment Policy and the Public Funds Investment Act (Chapter 2256).

ATTACHMENTS:

- Investment Report Quarter Ending June 30, 2025



City of Bulverde
Investment Summary Report
Quarter ending 06/30/2025

This report is in compliance with the policies and strategies contained in the City of Bulverde's Investment Policy and the Public Funds Investment Act (Chapter 2256).

As of March 31, 2025

Beginning Book Value	\$8,009,384.64
Beginning Market Value	\$8,009,384.64
Unrealized Gain/(Loss)	\$0.00
Weighted Average to Maturity	1 day

As of June 30, 2025

Ending Book Value	\$8,218,226.76
Ending Market Value	\$8,218,226.76
Unrealized Gain/(Loss)	0.00
Weighted Average to Maturity	1 day

Change in Market Value \$208,842.12 *

* Change in market value is due primarily to cash flow changes or new investments and investment maturities during the period. Cash from the maturing investments is either reinvested or used to pay the City's bills.

The City follows a policy of holding investments to maturity. This policy would prevent any unrealized loss (or gain) noted above from actually occurring.



Danny Batts, Interim City Manager



Sharon K. Nelson, Finance Director



INVESTMENT REPORT 6/30/2025

Funds are invested as following:

Fund	CASH			INVESTMENT POOLS			TOTAL
	Checking	Money Market	Texas Class	Logic			
100 General Fund	\$5,055,491.17	\$1,646,674.66	\$4,331,584.54	\$289,132.44			\$11,322,882.81
100 CSLFRF	(\$5,807,798.77)			\$738,547.46			\$738,547.46
150 General Fund Capital	\$299,999.97						\$299,999.97
160 Right-of-Way Acquisition	\$58,952.64		\$20,854.13				\$79,806.77
310 Hotel/Motel Tax	\$48,348.40		\$86,892.94				\$135,241.34
320 Child Safety Fund	\$28,414.89		\$139,028.28				\$167,443.17
330 Court Security Fund	\$13,644.43						
335 MC Local Youth Diversion	(\$6,582.38)						
340 Court Technology Fund	\$84,954.71		\$196,956.64				\$190,374.26
350 Tree Preservation Fund	\$14,517.01		\$7.72				\$84,962.43
360 Leose Funds	\$27,430.13						\$14,517.01
370 Police Donations	\$400,000.00						\$27,430.13
400 Operating Reserves	\$207,550.00		\$231,713.71				\$631,713.71
500 Drainage Fund	(\$119,801.67)		\$231,713.71				\$439,263.71
600 WWTP							(\$119,801.67)
TOTAL	\$305,120.53	\$1,646,674.66	\$5,238,751.67	\$1,027,679.90			\$8,204,582.33

Average Annual Yield for the quarter
Weighted Avg. Days to Maturity

0.40% 1 day
0.60% 1 day
4.42% 1 day
4.43% 1 day
3.05% 1 day

Interest earnings

Quarter 65,219.71
Fiscal Year to Date 169,895.94



INVESTMENT REPORT
6/30/2025

TYPE OF INVESTMENT	MATURITY	WEIGHTED AVERAGE MATURITY	YIELD	BOOK VALUE		INCREASES	DECREASES	BOOK VALUE 6/30/2025	MARKET VALUE		CHANGE IN MARKET VALUE	MARKET VALUE 6/30/2025	PERCENT OF TOTAL PORTFOLIO
				3/31/2025	6/30/2025				3/31/2025	6/30/2025			
Bank Account													
Checking -FUB	N/A	1.00	0.40%	\$1,026,043.60	\$305,120.53	-	-(720,923.07)	\$305,120.53	\$1,026,043.60	-(720,923.07)	\$305,120.53	3.71%	
Money Market - FUB	N/A	1.00	0.60%	2,778,725.39	1,646,674.66	-	-(1,132,050.73)	\$1,646,674.66	2,778,725.39	-(1,132,050.73)	\$1,646,674.66	20.04%	
Savings - RBFCU	N/A	1.00	0.30%	-	-	-	-	-	-	-	-	0.00%	
Bank Account Total		1.00		\$3,804,768.99	\$1,951,795.19	-	-(1,852,973.80)	\$1,951,795.19	\$3,804,768.99	-(1,852,973.80)	\$1,951,795.19	23.75%	
Certificates of Deposit													
		0.00	0.00%	-	-	-	-	-	-	-	-	0.00%	
Certificates of Deposit Total		0.00		\$-	\$-	-	\$-	\$-	\$-	\$-	\$-	0.00%	
Investment Pool													
Texas CLASS	N/A	1.00	4.42%	3,188,197.60	\$5,238,751.67	2,050,554.07	-	\$5,238,751.67	3,188,197.60	2,050,554.07	\$5,238,751.67	63.75%	
Logic	N/A	1.00	4.43%	1,016,418.05	\$1,027,679.90	11,261.85	-	\$1,027,679.90	1,016,418.05	11,261.85	\$1,027,679.90	12.50%	
Investment Pool Total		1.00		\$4,204,615.65	\$6,266,431.57	2,061,815.92	-	\$6,266,431.57	\$4,204,615.65	2,061,815.92	\$6,266,431.57	76.25%	
TOTAL INVESTMENTS			3.05%	\$8,009,384.64	\$8,218,226.76	\$2,061,815.92	-(1,852,973.80)	\$8,218,226.76	\$8,009,384.64	\$208,842.12	\$8,218,226.76	100.00%	

(1) Weighted average maturity - For purposes of calculating weighted average maturity, overnight bank and pool balances are assumed to have a one day maturity.



4.A PARK SPECIAL USE PERMIT

Special Event Permit Bulverde Musik in the Park

MEETING DATE: August 12, 2025

AGENDA ITEM: Discussion and possible approval of an Ordinance of the City Council of the City of Bulverde, Texas granting a Special Event Permit to Bulverde Musik in the Park for the use of the Bulverde Community Park on September 13, October 4, and October 25, 2025, and a waiver or modification to Chapter 16, Section 16.01.001 and Chapter 15, Section 15.03.001(c)(3), 15.02.008, 15.03.002, and 15.02.009(17), Code of Ordinances of the City of Bulverde Texas to waive food truck permit fees, waive personal liability; allow the use of vehicles to access the gazebo; waive established fees; and operate or use noise-producing devices.

DEPARTMENT: Planning & Development

PRESENTED BY: Bailey Dorn, Planner I

BACKGROUND:

Bulverde Musik in the Park has held a series of free music concerts at the Bulverde Community Park since 2017. The group plans to continue the success of past events with a Fall Live Concert series comprised of three events on September 13th, October 4th, and October 25th, 2025. They are requesting exclusive use of the Gazebo and Pavilion No. 1, from 12:00 p.m. until 10:00 p.m. The estimated number of attendees is 300 people which requires a Special Event Permit.

Analysis: Staff has reviewed the application and accompanying documents. The following waivers or modifications to Chapter 15 and Chapter 16 are requested:

1. Sec. 16.01.001: Food Truck Permit Fees waived
2. Sec. 15.03.001(c)(3): Evidence of Liability Insurance Waived
3. Sec. 15.02.008: Allowing Event Vehicles Outside of Parking Lot
4. Sec. 15.03.002: Reservation Fees Waived
5. Sec. 15.02.009(17): This is a live concert and noise producing devices will be used.

The applicant has coordinated with Bulverde Police and the V.I.P.S. to assist with public safety and parking during the event. Volunteers and City Maintenance Staff will assist with clean-up during and after the event to ensure the park is left in the same condition as before the event. With permission from the business across the street, extra parking can be arranged and the use of a shuttle to transport from that facility to the park.

A hold harmless agreement was submitted with the application. The application and accompanying documents are attached to this report.

ATTACHMENTS:

- Ordinance
- Application and Exhibits

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
BULVERDE GRANTING A SPECIAL EVENT PERMIT FOR THE USE OF
THE BULVERDE COMMUNITY PARK ON SEPTEMBER 13TH,
OCTOBER 4TH, AND OCTOBER 25TH, 2025.**

WHEREAS, the City Council has determined that Bulverde Musik in the Park has met all of the requirements necessary to have a special event permit issued for the use of park facilities for their series of events;

WHEREAS, the City Council finds that Bulverde Musik in the Park's request justifies waivers of certain portions of Chapter 15, Parks & Recreation, of the City of Bulverde Code of Ordinances, in accordance with Sec. 15.03.001(a) of the Code of Ordinances.

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

SECTION 1. Bulverde Musik in the Park is granted a special event permit for exclusive use of the Gazebo and Pavilions at the Bulverde Community Park on September 13th, October 4th, and October 25th, 2025 from 12:00 pm until 10:00 pm for the purpose of a community music event.

SECTION 2. That Section 16.01.001 of the Bulverde Code of Ordinances, with respect to the required permit fee for a food establishment permit, shall not apply to food trucks at the proposed Musik in the Park event.

SECTION 3. That Section 15.03.001(c)(3) of the Bulverde Code of Ordinances, with respect to providing evidence of liability insurance with bodily injury limits of not less than \$100,000.00 per event, shall not apply to the event proposed by Bulverde Musik in the Park.

SECTION 4. That Section 15.02.008 of the Bulverde Code of Ordinances, with respect to prohibiting the operation of vehicles in any area of the park that is not hard-surfaced park road or parking areas, shall not apply to vehicles required in the unloading/set-up and take-down of band equipment on the Large Gazebo for the event proposed by Bulverde Musik in the Park.

SECTION 5. That Section 15.02.009(17) of the Bulverde Code of Ordinances, with respect to the operation of any noise producing device in a manner that disturbs other park visitors, shall not apply to the event proposed by Bulverde Musik in the Park.

SECTION 6. In accordance with Section 15.03.001(a) of the City of Bulverde Code of Ordinances, the City Manager may revoke authorization for the use of the City Park if he determines that any provision of this ordinance has been violated.

SECTION 7. Severability: If any portion of this Ordinance shall, for any reason, be declared invalid, the invalidity shall not affect the remaining provisions thereof.

PASSED AND ADOPTED this 12th day of August, 2025.

Helen Hays, Mayor

ATTEST:

Sandra V. Ham
City Secretary

RECEIVED

JUN 20 2025

CITY OF BULVERDE



Parks Special Use Permit Application

Section 1: Applicant Information

Name: Angie Krawietz Organization, if applicable: Bulverde Musik in the Park
Address: PO Box 30, Bulverde, Tx 78163 Phone: 210 218 8305
Street City State Zip

Section 2: Requested Use Information

1. Date of Proposed Event: 9-13-25 2. Time of Proposed Event: From 12:00am/pm to 10:00am/pm

3. Summary Description of Event (Please Attach additional sheets if necessary):

10-4-25, 10-25-25 (3 concerts in total)
A series of free concerts hosted by the Bulverde Community Parks Association and Friends of the park for families to come and listen to bands at no charge, promoting fellowship in our community. We will have access to food trucks with food for purchase.

4. Estimated Number of Attendees 2000 This organization is a non-profit entity falling under the BCFA 501-c3.

5. Summary Description of Plan to Protect City Property From Damage and to Properly Clean Up After Event (Please Attach additional sheets if necessary):

We have volunteers and committee members along with the City of Bulverde Public Works staff that are on site with a plan for cleanup. We have VIP volunteers and two paid City of Bulverde Police officers on site for public safety and parking guidance.

6. Please list any provisions of the City's Park Regulations (Ch. 15 of the Code of Ordinances) that you would like waived or modified for your event. Please list specific section numbers and describe why you are seeking a waiver or modification of the regulation. (Attach additional sheets if necessary)

Sec-15-02-002 - liability is asked to be waived per a special agreement with City of Bulverde.
Sec-15-02-008 - Our bands need access to the Gazebo for setup / take down
Sec-15-03-002 - Please waive the fees as we are sponsored by the BCFA & FOP 501-c3
Sec-15-002-009-1 - This is a live concert and noise producing devices are used.
Sec-16.001.001 - Food Truck Permit fees waived please as we do not charge for them to come.

Section 3: Evidence of Liability Insurance

1. Please attach evidence that you have Liability Insurance with bodily injury limits of not less than \$100,000 per occurrence. Please waive as we are a non-profit sponsored by the BCFA & FOP thru a special agreement with the city of Bulverde.

Section 4: Indemnification and Hold Harmless Agreement

1. Please attach a fully executed copy of the mandatory Indemnification and Hold Harmless Agreement provided by the City. ok

Section 5: Public Safety Plan

1. Summary Description of Event Public Safety Plan, including how police protection will be provided during the event in accordance with Section 15.03.001(c)5. (Attach additional sheets if necessary):

We will have volunteers and committee members on site the day of the concerts as well as 2 paid police officers to help with parking and public safety at our events. This is our 7th year in hosting the concerts and have had no incidents to date.

Section 6: Park Rules & Parking Plan

1. To ensure safety and enjoyment of park facilities, please review the attached Park Rules and Regulations and Parking Plan Exhibit.

2. Summary Description of Event Parking Plan, including where additional parking will be provided during the event in accordance with Section 15.02.008. (Attach additional sheets if necessary):

We use the full parking lot available as well as the limited parking on the far north end of the park with help from the City & volunteers directing parking when needed. The BSBAC lets us use their shuttle for extra parking at their lot and we are in talks with neighbor's to use any extra space they have as well.
Parking along the street on one side has been allowed in the past too along Bulverde home.

Section 7: Supplemental Information

Please attach any additional information that you believe may be helpful to the City when considering your request. This can include event flyers, programs, statements from key stakeholders, or any information that you believe is relevant to your application.

Section 8: Submission

This application, along with all attachments, must be submitted to the City of Bulverde, 30360 Cougar Bend, Bulverde, TX 78163 at least 60 days prior to the proposed event. Questions should be addressed to the Planning and Development Department at 830-980-8832.

I acknowledge that the information contained in this application is true and correct to the best of my knowledge. I further declare that I am authorized to submit this request on behalf of myself or the organization I am representing, if applicable.

Angie Crawley
Signature of Applicant

6-19-25
Date

**WAIVER, ASSUMPTION OF RISK and HOLD HARMLESS AGREEMENT
AND INDEMNITY**

I, the undersigned, hereby voluntarily sign this Waiver, Assumption of Risk and Hold Harmless in favor of which I have chosen to take, fully waiving and releasing **THE CITY OF BULVERDE** their officers, employees and volunteers from any and all claims demands, liabilities, suits and causes of action, or potential causes of action, for any compensation or damages by third parties who are invitees or person from the public coming upon the property for liability regarding personal injury, death or property that may result from the use of the City of Bulverde Parks facilities. I agree that this acknowledgement of the Waiver and Assumption of Risk is to be broadly interpreted.

IT IS FURTHER UNDERSTOOD AND AGREED that this legal waiver and release is intended to cover all potential actions, causes of action, claims and demands for, upon, or by reason of any damages, loss, or injury which may be traced either directly, or indirectly, to any use of the City of Bulverde Parks facilities, no matter how remotely they may be related to the use.

I further convent not to commence or prosecute any action, suit or other proceeding against the City as a result of any personal injury resulting from any use of the City of Bulverde Parks facilities.

This document shall be binding upon my child, our legal representatives, heirs, successors, assigns and myself. The undersigned has **read and voluntarily signed with full knowledge** this Release, Waiver of Liability and Covenant Not to Sue and **agrees** to be bound by its terms.

BY: Angie Krawitz
Signature

Angie Krawitz
Printed Name

Witness: _____

Printed Name of Witness

Date

PARK FACILITY RESERVATION FORM

Section 1: Contact/Customer Information:

Name: Bulverde music in the Park

Address: PO Box 30

Phone: 210-218-8805

Bulverde, Tx 78143

City Resident: Yes No

Section 2: Facility Selection - Please select the facility you wish to reserve:

Pavilion No.1 (Near Parking Lot)

Practice Field (Baseball, Soccer, Football)

Pavilion No.2 (Near Basketball Court)

Basketball Court

Gazebo

Section 3: Reservation Date & Duration*

Date of Reservation: - -

Duration of Reservation:

Purpose of Reservation:

Free Community Concerts for the area.

Start time: 12:00 am/pm pm

Number of Attendees:

End time: 10:00 am/pm pm

*To Reserve for multiple dates: For Pavilion or Gazebo, fill out a separate form for each reservation. For Practice Field & Basketball Court: List all reservation dates in space below. List additional dates on back. The Practice Field & Basketball Court cannot be reserved for more than 4 hours on any one day by the same person/group.

1. 9-13-25 2. 10-4-25 3. 10-25-25 4. - - 5. - -
 6. - - 7. - - 8. - - 9. - - 10. - -

Section 4: Fees - Fees must be paid in full for all reservations at the time the reservation is made. R= City Resident NR=Non Resident

Pavilion 1: Circle Amount

R	\$50	\$100	\$150	\$ <u> </u>
Up to	2hrs	4hrs	6hrs	Other
NR	\$60	\$120	\$180	\$ <u> </u>
Pavilion 1 Total: \$ <u> </u>				

Pavilion 2: Circle Amount

R	\$50	\$100	\$150	\$ <u> </u>
Up to	2hrs	4hrs	6hrs	Other
NR	\$60	\$120	\$180	\$ <u> </u>
Pavilion 2 Total: \$ <u> </u>				

Gazebo: Circle Amount

R	\$75	\$150	\$225	\$ <u> </u>
Up to	2hrs	4hrs	6hrs	Other
NR	\$85	\$170	\$255	\$ <u> </u>
Gazebo Total: \$ <u> </u>				

Practice Field/BB Court: Circle Amount

R	\$10	\$20
Up to	2hrs	4hrs(max)
NR	\$15	\$30
Daily total \$ <u> </u> X <u> </u> # of Days =		
Practice Field Total: \$ <u> </u>		

Section 5: Payment Type - Reservations are not finalized until payment has been made. For reservations submitted by fax, please contact the City if you have not received a response within 4 hours of submission. Please select payment type:

Cash (in person only) Check (in person only) Credit Card (in person & phone).

Please waive the fees as we are sponsored by the Bulverde Community Park's Assoc & Friends of the Park.

I understand that I and my party are responsible for following the City's rules & regulations governing the use of the Bulverde Community Park, as laid out in Chapter 15 of the City's Code of Ordinances, and that my right to use the Park may be revoked for any violation of Park rules & regulations without a refund.

Angie Kranz
 Applicant Signature

6-19-25
 Date

BULVERDE COMMUNITY PARK

29818 BULVERDE LN

PARK HOURS: 6 a.m. – 11 p.m. daily

Walking trail distances:

~ .30 miles (1603 ft)

~ .47 miles (2488 ft)



BSBAC Shuttle drops
here with parking
used off site at
their location on Bulverde Bend

one side of street used for parking
when necessary.

North End limited parking used

BULVERDE MUSIK IN THE PARK PRESENTS

FALL LIVE

2025 CONCERT SERIES

AT THE BULVERDE COMMUNITY PARK

SATURDAY

THE MUSIK STARTS AT 7:00PM

SEPTEMBER 13TH

CHRIS BOSS

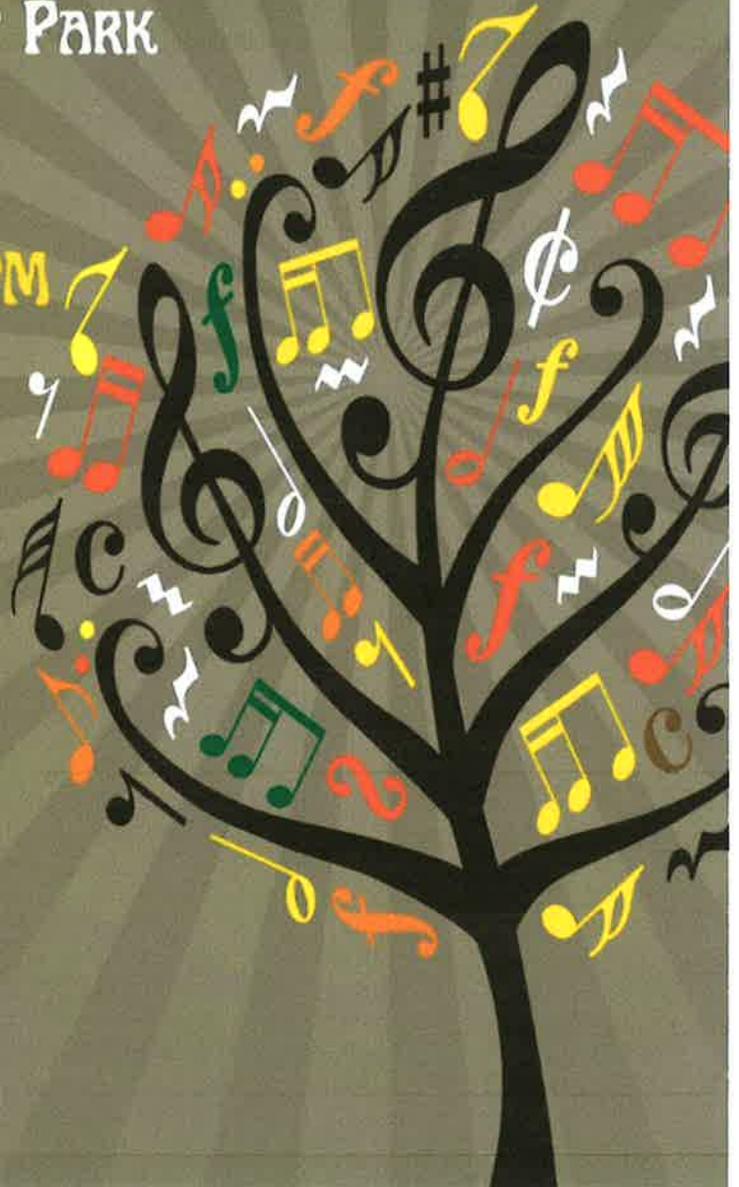
OCTOBER 4TH

THE STATESBORO REVUE

OCTOBER 25TH

REPLAY

BCPMUSIK@GMAIL.COM





4.B
CITY COUNCIL ITEM
Agreement
Comal ISD Interlocal

MEETING DATE: August 12, 2025

AGENDA ITEM: Consider and take action on an Interlocal Agreement between the City of Bulverde and Comal Independent School District for the provision of law enforcement services.

DEPARTMENT: Police

PRESENTED BY: Gary Haecker, Police Chief

BACKGROUND:

To ensure sufficient security and protection of students, staff, and property, the Comal Independent School District wishes to enter into an Interlocal Agreement with the City of Bulverde for the provision of law enforcement services.

The City, through the Bulverde Police Department, shall assign five (5) uniformed officers to the School District for approximately 210 days within the term of this Agreement. The City of Bulverde Police will be assigned to campuses that are mutually agreed upon by the City and the School District. Each officer will work an 8-hour shift as agreed to by the School District and City for each day they are assigned to the School District.

The term of this agreement is August 5, 2025 to May 25, 2026.

RECOMMENDATION:

Take action to approve the interlocal agreement.

ATTACHMENTS:

- Comal ISD - Provision of Law Enforcement Interlocal 2025-2026

STATE OF TEXAS *
 *
COUNTY OF COMAL *

**INTERLOCAL AGREEMENT
FOR THE PROVISION OF LAW ENFORCEMENT SERVICES**

WHEREAS, Chapter 791, Texas Government Code, allows counties and public school districts to enter into Interlocal Cooperation Agreements for governmental purposes; and

WHEREAS, the provision of police protection and detention services is included in the definition of governmental functions and services in Sec 791.003, Texas Government Code; and

WHEREAS, the Comal Independent School District (hereinafter "School District") believes that the presence of a law enforcement officer on its campuses is necessary to ensure an orderly, safe, and peaceful academic environment, and

WHEREAS, City of Bulverde (hereinafter "City") desires to reduce the incidence of juvenile crime, prevent the formation of gangs, combat the use and trafficking of controlled substances among juveniles, and provide an overall safe environment;

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS:

That the City and the School District, acting by and through their governing bodies and the authority granted in Chapter 791, Texas Government Code, do hereby covenant and agree as follows:

**I.
TERM**

This Agreement shall commence on August 5, 2025, and shall terminate on May 25, 2026.

**II.
SCOPE OF SERVICES**

The City, through the Bulverde Police Department, shall assign five (5) uniformed officers to the School District for approximately 210 days within the term of this Agreement. The City of Bulverde Police will be assigned to campuses that are mutually agreed upon by the City and the School District. Each officer will work an 8-hour shift as agreed to by the School District and City for each day they are assigned to the School District.

To ensure sufficient security and protection of students, staff, and property, the School District enters into this Interlocal Agreement with the City for the provision of law enforcement services. In accordance with law, the Board of Trustees has coordinated with District staff to ensure appropriate duties are assigned to each School Resource Officer (SRO). The law enforcement duties of the SROs are as follows:

- Protecting the safety and welfare of District students and staff;
- Protecting District property;
- Investigating criminal, safety and security-related matters;
- Providing problem resolution and enforcement of laws when necessary;
- Preventing and/or reducing incidents of school violence;
- Establishing positive community/criminal justice relationships with students and the community;
- Assisting the District in planning efforts related to the prevention, management, and follow-up efforts related to campus crime and emergency response;
- Assisting with the coordination of security for major school events and extracurricular activities;
- Assisting school officials in drills and simulations related to crisis management, emergency response, and threat mediation;
- Serving as a resource and educational tool for campus/District staff on school safety and the recognition of criminal conduct;
- Educating students by providing relevant and informative educational programs; and
- Additional duties as assigned and determined by the Police Department and District collectively that do not include routine student discipline or school administrative tasks.

Additionally, all law enforcement officers assigned to the District are required to complete certain state and School District required training programs. The goal of these training programs is to align all officers supporting the District on the various safety and security practices, programs, and systems. The District will work with the County to ensure these training requirements are met. The following are a list of trainings for each assigned officer:

- TCOLE 4064 School Based Law Enforcement Training (state required)
- TCOLE 2195 Active Shooter Response for School-Based Law Enforcement (state required)
- School Crisis Prevention and Intervention Training (CPI) (state required)
- Traumatic Injury Response/Control the Bleed (state required)
- Standard Response Protocol (SRP) and Drill Expectations
- Navigate Prepared
- Other District safety and security systems and programs as determined by the District and the Police Department

III.
AUTHORITY OF OFFICERS

Any law enforcement officer assigned to the School District by the City shall be empowered to enforce all laws and ordinances applicable in the City and School District including the power to arrest/detain and execute search warrants.

While functioning as a law enforcement officer assigned to the School District, the officer shall have all the law enforcement power of a regular law enforcement officer.

IV.
CONSIDERATION

The School District shall pay the City for each hour worked by each assigned officer and time and a half for any overtime incurred until expiration of the term of the Interlocal Agreement at the following rates:

- The minimum rate will be \$50.06 per hour for each officer
- New rates will be in affect once they are known, but no less than the above rate, all hours under this contract will be billed at the new rate.

The School District shall pay the City for each mile traveled by each assigned officer to and from their residence to their designated campus (not to exceed 22 miles each way). The mileage reimbursement will be at the current IRS mileage reimbursement rate. For officers assigned to multiple elementary campuses, mileage will be calculated each day from their residence to their first assigned campus (not to exceed 22 miles each way) as well as travel between campuses throughout the day.

V.
PAYMENT PROCESSING PROCEDURE

The City shall bill the School District monthly for services rendered during the previous month. The City shall keep all records to substantiate the City's billing which shall be made available to the School District for inspection upon request. The School District shall review each monthly billing and provide payment to the City within 15 days of receipt of the bill.

VI.
NOTICE

Any notice required or permitted to be given under this Agreement by one party to the other party shall be in writing and shall be given and deemed to have been given immediately if delivered in person to the recipient's address set forth in this section or on the date of certified receipt if placed

in the United States mail postage prepaid by registered or certified mail with return receipt requested, addressed to the receiving party at the address hereinafter specified.

City of Bulverde

The address of the City for all purposes under this Agreement and for all notices hereunder shall be:

City of Bulverde Mayor
30360 Cougar Bend
New Braunfels, Texas 78163

With copies to:

Bulverde Police Department
30263 Heimer Cove
Bulverde, Texas 78163

Comal Independent School District

The address of the Comal Independent School District for all purposes under the Agreement and for all notices hereunder shall be:

Dr. John E. Chapman III
Superintendent
Comal Independent School District
1404 IH 35 North
New Braunfels, Texas 78130

With Copy to:

Mario De La Rosa
Ex. Director of Safety and Security
Comal Independent School District
1401 IH 35 North
New Braunfels, Texas 78130

**VII.
LIAISON**

The City and the School District each agree to maintain specifically identified liaison personnel for their mutual benefit during the term of the Agreement. The liaison(s) named by the City shall serve as the initial point(s) of contact for any inquiries made pursuant to this Agreement by School District and respond to any such inquiries by School District. The liaison(s) named by the School District shall serve as the initial point(s) of contact for any inquiries made pursuant to this agreement by County and respond to any such inquiries by School District. The liaison(s) shall

be named in writing at the time of the execution of the agreement. Subsequent changes in liaison personnel shall be communicated by the respective parties in writing.

City of Bulverde
Chief Gary Haecker
Bulverde Police Department
30263 Heimer Cove
Bulverde, Texas 78163

Comal Independent School District
David Springer
Safety and Security Liaison
Comal Independent School District
1404 IH 35 North
New Braunfels, Texas 78130

VIII. RELEASE AND INDEMNIFICATION

The School District agrees to defend, hold harmless and indemnify City and its officers, employees, agents and independent contractors of, from and against any and all claims, demands, liabilities, actions or causes of action, losses, damages, expense (including legal fees), penalties, fines, costs and judgments of either of them, their officers, employees or agents arising in whole or in part out of the condition of the premises or vehicles owned, operated or controlled by School District, or resulting from or arising out of, in whole or in part, any negligent act or omission or any intentional or willful misconduct by the School District, its officers, employees, agents or independent contractors.

The City agrees to defend, hold harmless and indemnify, to the extent allowed by law not to create a sinking fund, School District and its officers, employees, agents and independent contractors of, from and against any and all claims, demands, liabilities, actions or causes of action, losses, damages, expenses (including legal fees), penalties, fines, costs and judgments of any type or nature that may be claimed, brought or had against either of them, their officers, employees or agents arising in whole or in part of the condition of the premises or vehicles owned, operated or controlled by City, or resulting from or arising out of in whole or in part any negligent act or omission, or any intentional or willful misconduct by the City, its officers, employees, agents or independent contractors.

Each party hereto agrees to carry and maintain workers' compensation, general comprehensive liability and motor vehicle liability insurance covering the condition and operations of the premises, vehicles, and actions or failures to act of any officer, employee, agent or independent contractor of the respective party.

**IX.
TERMINATION**

Either party to this Agreement shall have the right to terminate this Agreement by notifying the other party in writing of such termination and the proposed date of the termination no later than sixty (60) days prior to the effective date of such termination.

**X.
CHANGES IN THE LAW**

Any alterations, additions or deletions to the terms of this Agreement which are required by changes in federal or state law are automatically incorporated into this Agreement without written amendment to this Agreement and shall be effective on the date designated by said federal or state law.

**XI.
AMENDMENTS**

Any changes to this Agreement, except those changes so designated in this Agreement, shall be in writing and executed by both parties to this Agreement.

**XII.
ENTIRE AGREEMENT**

This instrument consisting of eight (8) pages, constitutes the entire agreement between the parties hereto, and all oral or written agreements between the parties hereto relating to the subject matter of this contract that were made prior to the execution of this contract have been reduced to writing and are contained herein.

**VIII.
VENUE**

This Agreement shall be governed by and construed in accordance with the laws of the State of Texas. The venue of any suit brought by either party for any breach of this Agreement is fixed in any court of competent jurisdiction in Comal County, Texas. All payments shall be due and payable in Comal County, Texas.

XIV.

SEVERABILITY

If any term or provision of this Agreement or the application thereof to any person or circumstances shall, to any extent, be invalid or unenforceable, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby, and each and every term and provision of this Agreement shall be valid and be enforced to the fullest extent permitted by law.

XV. IMMUNITY

No provision of this agreement shall affect or waive any sovereign or governmental immunity available to either party and/or its elected officials, officers, employees and agents under Federal or Texas law nor waive any defenses or remedies at law available to either party and/or its elected officials, officers, employees and agents under Federal or Texas law.

[Remainder of page intentionally left blank]

This Agreement shall be executed in duplicate originals and be effective on the date of last signature hereto.

COMAL COUNTY, TEXAS

By: _____
Helen Hayes, Bulverde City Mayor
Date of Signature: _____

ATTEST:

Michael Castro
Bulverde City Manager

COMAL INDEPENDENT SCHOOL DISTRICT

By: _____
DR. JOHN E. CHAPMAN III, Superintendent
Date of Signature: _____



4.C CITY COUNCIL ITEM Action Proposed Tax Rate

MEETING DATE: August 12, 2025
AGENDA ITEM: Consider and take action on the Proposed 2025 Tax Rate.
DEPARTMENT: Administration
PRESENTED BY: Mike Castro, City Manager

BACKGROUND:

The Comal County Tax Collector Assessor's office calculated the City of Bulverde's no-new revenue, voter-approval, and de minimis tax rates on August 1, 2025, in accordance with the worksheets from the State Comptroller. The rates were based on the 2025 Comal Appraisal District's certified taxable value of \$1,501,444,328, which was received on July 25, 2025.

The rates were calculated as follows:

- The no-new-revenue rate is \$0.226551.
- The voter-approval rate is \$0.236221.
- The de minimis rate is \$0.259798.

On July 10, 2025, City Council directed the Interim City Manager to base the FY26 proposed budget on a \$0.259798 tax rate. Adoption of the proposed tax rate tonight sets the maximum rate that can be adopted on September 9th, which is when the final tax rate will be adopted following a public hearing.

RECOMMENDATION:

That the City Council adopts a proposed municipal property tax rate for FY26 of \$0.259798 as the maximum rate allowed for Council adoption at the September 9, 2025, City Council Meeting at 6:30 P.M. at Bulverde City Hall at 30360 Cougar Bend, Bulverde, Texas 78163.

Approval of this item will require a Record Vote.

ATTACHMENTS:

- 2025 Tax Rate Calculation Worksheet

2025 Tax Rate Calculation Worksheet

Taxing Units Other Than School Districts or Water Districts

Taxing Unit Name _____ Phone (area code and number) _____

Taxing Unit's Address, City, State, ZIP Code _____ Taxing Unit's Website Address _____

GENERAL INFORMATION: Tax Code Section 26.04(c) requires an officer or employee designated by the governing body to calculate the no-new-revenue (NNR) tax rate and voter-approval tax rate for the taxing unit. These tax rates are expressed in dollars per \$100 of taxable value calculated. The calculation process starts after the chief appraiser delivers to the taxing unit the certified appraisal roll and the estimated values of properties under protest. The designated officer or employee shall certify that the officer or employee has accurately calculated the tax rates and used values shown for the certified appraisal roll or certified estimate. The officer or employee submits the rates to the governing body by Aug. 7 or as soon thereafter as practicable.

School districts do not use this form, but instead use Comptroller Form 50-859 *Tax Rate Calculation Worksheet, School District without Chapter 313 Agreements* or Comptroller Form 50-884 *Tax Rate Calculation Worksheet, School District with Chapter 313 Agreements*.

Water districts as defined under Water Code Section 49.001(1) do not use this form, but instead use Comptroller Form 50-858 *Water District Voter-Approval Tax Rate Worksheet for Low Tax Rate and Developing Districts* or Comptroller Form 50-860 *Developed Water District Voter-Approval Tax Rate Worksheet*.

The Comptroller's office provides this worksheet to assist taxing units in determining tax rates. The information provided in this worksheet is offered as technical assistance and not legal advice. Taxing units should consult legal counsel for interpretations of law regarding tax rate preparation and adoption.

SECTION 1: No-New-Revenue Tax Rate

The NNR tax rate enables the public to evaluate the relationship between taxes for the prior year and for the current year based on a tax rate that would produce the same amount of taxes (no new taxes) if applied to the same properties that are taxed in both years. When appraisal values increase, the NNR tax rate should decrease.

The NNR tax rate for a county is the sum of the NNR tax rates calculated for each type of tax the county levies.

While uncommon, it is possible for a taxing unit to provide an exemption for only maintenance and operations taxes. In this case, the taxing unit will need to calculate the NNR tax rate separately for the maintenance and operations tax and the debt tax, then add the two components together.

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
1.	Prior year total taxable value. Enter the amount of the prior year taxable value on the prior year tax roll today. Include any adjustments since last year's certification; exclude Tax Code Section 25.25(d) one-fourth and one-third over-appraisal corrections from these adjustments. Exclude any property value subject to an appeal under Chapter 42 as of July 25 (will add undisputed value in Line 6). This total includes the taxable value of homesteads with tax ceilings (will deduct in Line 2) and the captured value for tax increment financing (adjustment is made by deducting TIF taxes, as reflected in Line 17). ¹	\$ _____
2.	Prior year tax ceilings. Counties, cities and junior college districts. Enter the prior year total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision last year or a prior year for homeowners age 65 or older or disabled, use this step. ²	\$ _____
3.	Preliminary prior year adjusted taxable value. Subtract Line 2 from Line 1.	\$ _____
4.	Prior year total adopted tax rate.	\$ _____ /\$100
5.	Prior year taxable value lost because court appeals of ARB decisions reduced the prior year's appraised value. A. Original prior year ARB values: \$ _____ B. Prior year values resulting from final court decisions: - \$ _____ C. Prior year value loss. Subtract B from A. ³	\$ _____
6.	Prior year taxable value subject to an appeal under Chapter 42, as of July 25. A. Prior year ARB certified value: \$ _____ B. Prior year disputed value: - \$ _____ C. Prior year undisputed value. Subtract B from A. ⁴	\$ _____
7.	Prior year Chapter 42 related adjusted values. Add Line 5C and Line 6C.	\$ _____

¹ Tex. Tax Code §26.012(14)
² Tex. Tax Code §26.012(14)
³ Tex. Tax Code §26.012(13)
⁴ Tex. Tax Code §26.012(13)

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
8.	Prior year taxable value, adjusted for actual and potential court-ordered adjustments. Add Line 3 and Line 7.	\$ _____
9.	Prior year taxable value of property in territory the taxing unit deannexed after Jan. 1, 2024. Enter the prior year value of property in deannexed territory. ⁵	\$ _____
10.	<p>Prior year taxable value lost because property first qualified for an exemption in the current year. If the taxing unit increased an original exemption, use the difference between the original exempted amount and the increased exempted amount. Do not include value lost due to freeport, goods-in-transit, temporary disaster exemptions. Note that lowering the amount or percentage of an existing exemption in the current year does not create a new exemption or reduce taxable value.</p> <p>A. Absolute exemptions. Use prior year market value: \$ _____</p> <p>B. Partial exemptions. Current year exemption amount or current year percentage exemption times prior year value: + \$ _____</p> <p>C. Value loss. Add A and B.⁶</p>	\$ _____
11.	<p>Prior year taxable value lost because property first qualified for agricultural appraisal (1-d or 1-d-1), timber appraisal, recreational/scenic appraisal or public access airport special appraisal in the current year. Use only properties that qualified for the first time in the current year; do not use properties that qualified in the prior year.</p> <p>A. Prior year market value: \$ _____</p> <p>B. Current year productivity or special appraised value: - \$ _____</p> <p>C. Value loss. Subtract B from A.⁷</p>	\$ _____
12.	Total adjustments for lost value. Add Lines 9, 10C and 11C.	\$ _____
13.	Prior year captured value of property in a TIF. Enter the total value of the prior year captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the prior year taxes were deposited into the tax increment fund. ⁸ If the taxing unit has no captured appraised value in line 18D, enter 0.	\$ _____
14.	Prior year total value. Subtract Line 12 and Line 13 from Line 8.	\$ _____
15.	Adjusted prior year total levy. Multiply Line 4 by Line 14 and divide by \$100.	\$ _____
16.	Taxes refunded for years preceding the prior tax year. Enter the amount of taxes refunded by the taxing unit for tax years preceding the prior tax year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for the prior tax year. This line applies only to tax years preceding the prior tax year. ⁹	\$ _____
17.	Adjusted prior year levy with refunds and TIF adjustment. Add Lines 15 and 16. ¹⁰	\$ _____
18.	<p>Total current year taxable value on the current year certified appraisal roll today. This value includes only certified values or certified estimate of values and includes the total taxable value of homesteads with tax ceilings (will deduct in Line 20). These homesteads include homeowners age 65 or older or disabled.¹¹</p> <p>A. Certified values: \$ _____</p> <p>B. Counties: Include railroad rolling stock values certified by the Comptroller's office: + \$ _____</p> <p>C. Pollution control and energy storage system exemption: Deduct the value of property exempted for the current tax year for the first time as pollution control or energy storage system property: - \$ _____</p> <p>D. Tax increment financing: Deduct the current year captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the current year taxes will be deposited into the tax increment fund. Do not include any new property value that will be included in Line 23 below.¹² - \$ _____</p> <p>E. Total current year value. Add A and B, then subtract C and D.</p>	\$ _____

⁵ Tex. Tax Code §26.012(15)

⁶ Tex. Tax Code §26.012(15)

⁷ Tex. Tax Code §26.012(15)

⁸ Tex. Tax Code §26.03(c)

⁹ Tex. Tax Code §26.012(13)

¹⁰ Tex. Tax Code §26.012(13)

¹¹ Tex. Tax Code §26.012, 26.04(c-2)

¹² Tex. Tax Code §26.03(c)

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
19.	<p>Total value of properties under protest or not included on certified appraisal roll. ¹³</p> <p>A. Current year taxable value of properties under protest. The chief appraiser certifies a list of properties still under ARB protest. The list shows the appraisal district’s value and the taxpayer’s claimed value, if any, or an estimate of the value if the taxpayer wins. For each of the properties under protest, use the lowest of these values. Enter the total value under protest. ¹⁴ \$ _____</p> <p>B. Current year value of properties not under protest or included on certified appraisal roll. The chief appraiser gives taxing units a list of those taxable properties that the chief appraiser knows about but are not included in the appraisal roll certification. These properties also are not on the list of properties that are still under protest. On this list of properties, the chief appraiser includes the market value, appraised value and exemptions for the preceding year and a reasonable estimate of the market value, appraised value and exemptions for the current year. Use the lower market, appraised or taxable value (as appropriate). Enter the total value of property not on the certified roll. ¹⁵ + \$ _____</p> <p>C. Total value under protest or not certified. Add A and B. \$ _____</p>	
20.	Current year tax ceilings. Counties, cities and junior colleges enter current year total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision in the prior year or a previous year for homeowners age 65 or older or disabled, use this step. ¹⁶	\$ _____
21.	Current year total taxable value. Add Lines 18E and 19C. Subtract Line 20. ¹⁷	\$ _____
22.	Total current year taxable value of properties in territory annexed after Jan. 1, of the prior year. Include both real and personal property. Enter the current year value of property in territory annexed. ¹⁸	\$ _____
23.	Total current year taxable value of new improvements and new personal property located in new improvements. New means the item was not on the appraisal roll in the prior year. An improvement is a building, structure, fixture or fence erected on or affixed to land. New additions to existing improvements may be included if the appraised value can be determined. New personal property in a new improvement must have been brought into the taxing unit after Jan. 1, of the prior year and be located in a new improvement. New improvements do include property on which a tax abatement agreement has expired for the current year. ¹⁹	\$ _____
24.	Total adjustments to the current year taxable value. Add Lines 22 and 23.	\$ _____
25.	Adjusted current year taxable value. Subtract Line 24 from Line 21.	\$ _____
26.	Current year NNR tax rate. Divide Line 17 by Line 25 and multiply by \$100. ²⁰	\$ _____ / \$100
27.	COUNTIES ONLY. Add together the NNR tax rates for each type of tax the county levies. The total is the current year county NNR tax rate. ²¹	\$ _____ / \$100

SECTION 2: Voter-Approval Tax Rate

The voter-approval tax rate is the highest tax rate that a taxing unit may adopt without holding an election to seek voter approval of the rate. The voter-approval tax rate is split into two separate rates:

- Maintenance and Operations (M&O) Tax Rate:** The M&O portion is the tax rate that is needed to raise the same amount of taxes that the taxing unit levied in the prior year plus the applicable percentage allowed by law. This rate accounts for such things as salaries, utilities and day-to-day operations.
- Debt Rate:** The debt rate includes the debt service necessary to pay the taxing unit’s debt payments in the coming year. This rate accounts for principal and interest on bonds and other debt secured by property tax revenue.

The voter-approval tax rate for a county is the sum of the voter-approval tax rates calculated for each type of tax the county levies. In most cases the voter-approval tax rate exceeds the no-new-revenue tax rate, but occasionally decreases in a taxing unit’s debt service will cause the NNR tax rate to be higher than the voter-approval tax rate.

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
28.	Prior year M&O tax rate. Enter the prior year M&O tax rate.	\$ _____ / \$100
29.	Prior year taxable value, adjusted for actual and potential court-ordered adjustments. Enter the amount in Line 8 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ _____

¹³ Tex. Tax Code §26.01(c) and (d)
¹⁴ Tex. Tax Code §26.01(c)
¹⁵ Tex. Tax Code §26.01(d)
¹⁶ Tex. Tax Code §26.012(6)(B)
¹⁷ Tex. Tax Code §26.012(6)
¹⁸ Tex. Tax Code §26.012(17)
¹⁹ Tex. Tax Code §26.012(17)
²⁰ Tex. Tax Code §26.04(c)
²¹ Tex. Tax Code §26.04(d)

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
30.	Total prior year M&O levy. Multiply Line 28 by Line 29 and divide by \$100	\$ _____
31.	<p>Adjusted prior year levy for calculating NNR M&O rate.</p> <p>A. M&O taxes refunded for years preceding the prior tax year. Enter the amount of M&O taxes refunded in the preceding year for taxes before that year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2024. This line applies only to tax years preceding the prior tax year..... + \$ _____</p> <p>B. Prior year taxes in TIF. Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no current year captured appraised value in Line 18D, enter 0..... - \$ _____</p> <p>C. Prior year transferred function. If discontinuing all of a department, function or activity and transferring it to another taxing unit by written contract, enter the amount spent by the taxing unit discontinuing the function in the 12 months preceding the month of this calculation. If the taxing unit did not operate this function for this 12-month period, use the amount spent in the last full fiscal year in which the taxing unit operated the function. The taxing unit discontinuing the function will subtract this amount in D below. The taxing unit receiving the function will add this amount in D below. Other taxing units enter 0. +/- \$ _____</p> <p>D. Prior year M&O levy adjustments. Subtract B from A. For taxing unit with C, subtract if discontinuing function and add if receiving function..... \$ _____</p> <p>E. Add Line 30 to 31D.</p>	\$ _____
32.	Adjusted current year taxable value. Enter the amount in Line 25 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ _____
33.	Current year NNR M&O rate (unadjusted). Divide Line 31E by Line 32 and multiply by \$100.	\$ _____ /\$100
34.	<p>Rate adjustment for state criminal justice mandate. ²³</p> <p>A. Current year state criminal justice mandate. Enter the amount spent by a county in the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. \$ _____</p> <p>B. Prior year state criminal justice mandate. Enter the amount spent by a county in the 12 months prior to the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. Enter zero if this is the first time the mandate applies..... - \$ _____</p> <p>C. Subtract B from A and divide by Line 32 and multiply by \$100..... \$ _____ /\$100</p> <p>D. Enter the rate calculated in C. If not applicable, enter 0.</p>	\$ _____ /\$100
35.	<p>Rate adjustment for indigent health care expenditures. ²⁴</p> <p>A. Current year indigent health care expenditures. Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year, less any state assistance received for the same purpose. \$ _____</p> <p>B. Prior year indigent health care expenditures. Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, 2023 and ending on June 30, 2024, less any state assistance received for the same purpose..... - \$ _____</p> <p>C. Subtract B from A and divide by Line 32 and multiply by \$100..... \$ _____ /\$100</p> <p>D. Enter the rate calculated in C. If not applicable, enter 0.</p>	\$ _____ /\$100

²² [Reserved for expansion]

²³ Tex. Tax Code §26.044

²⁴ Tex. Tax Code §26.0441

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
36.	<p>Rate adjustment for county indigent defense compensation. ²⁵</p> <p>A. Current year indigent defense compensation expenditures. Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender’s office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year, less any state grants received by the county for the same purpose..... \$ _____</p> <p>B. Prior year indigent defense compensation expenditures. Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender’s office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, 2023 and ending on June 30, 2024, less any state grants received by the county for the same purpose..... \$ _____</p> <p>C. Subtract B from A and divide by Line 32 and multiply by \$100..... \$ _____/\$100</p> <p>D. Multiply B by 0.05 and divide by Line 32 and multiply by \$100..... \$ _____/\$100</p> <p>E. Enter the lesser of C and D. If not applicable, enter 0.</p>	\$ _____/\$100
37.	<p>Rate adjustment for county hospital expenditures. ²⁶</p> <p>A. Current year eligible county hospital expenditures. Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year..... \$ _____</p> <p>B. Prior year eligible county hospital expenditures. Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, 2022 and ending on June 30, 2023. \$ _____</p> <p>C. Subtract B from A and divide by Line 32 and multiply by \$100..... \$ _____/\$100</p> <p>D. Multiply B by 0.08 and divide by Line 32 and multiply by \$100..... \$ _____/\$100</p> <p>E. Enter the lesser of C and D, if applicable. If not applicable, enter 0.</p>	\$ _____/\$100
38.	<p>Rate adjustment for defunding municipality. This adjustment only applies to a municipality that is considered to be a defunding municipality for the current tax year under Chapter 109, Local Government Code. Chapter 109, Local Government Code only applies to municipalities with a population of more than 250,000 and includes a written determination by the Office of the Governor. See Tax Code Section 26.0444 for more information.</p> <p>A. Amount appropriated for public safety in the prior year. Enter the amount of money appropriated for public safety in the budget adopted by the municipality for the preceding fiscal year \$ _____</p> <p>B. Expenditures for public safety in the prior year. Enter the amount of money spent by the municipality for public safety during the preceding fiscal year..... \$ _____</p> <p>C. Subtract B from A and divide by Line 32 and multiply by \$100 \$ _____/\$100</p> <p>D. Enter the rate calculated in C. If not applicable, enter 0.</p>	\$ _____/\$100
39.	<p>Adjusted current year NNR M&O rate. Add Lines 33, 34D, 35D, 36E, and 37E. Subtract Line 38D.</p>	\$ _____/\$100
40.	<p>Adjustment for prior year sales tax specifically to reduce property taxes. Cities, counties and hospital districts that collected and spent additional sales tax on M&O expenses in the prior year should complete this line. These entities will deduct the sales tax gain rate for the current year in Section 3. Other taxing units, enter zero.</p> <p>A. Enter the amount of additional sales tax collected and spent on M&O expenses in the prior year, if any. Counties must exclude any amount that was spent for economic development grants from the amount of sales tax spent \$ _____</p> <p>B. Divide Line 40A by Line 32 and multiply by \$100 \$ _____/\$100</p> <p>C. Add Line 40B to Line 39.</p>	\$ _____/\$100
41.	<p>Current year voter-approval M&O rate. Enter the rate as calculated by the appropriate scenario below.</p> <p>Special Taxing Unit. If the taxing unit qualifies as a special taxing unit, multiply Line 40C by 1.08.</p> <p>- or -</p> <p>Other Taxing Unit. If the taxing unit does not qualify as a special taxing unit, multiply Line 40C by 1.035.</p>	\$ _____/\$100

²⁵ Tex. Tax Code §26.0442

²⁶ Tex. Tax Code §26.0443

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
D41.	<p>Disaster Line 41 (D41): Current year voter-approval M&O rate for taxing unit affected by disaster declaration. If the taxing unit is located in an area declared a disaster area and at least one person is granted an exemption under Tax Code Section 11.35 for property located in the taxing unit, the governing body may direct the person calculating the voter-approval tax rate to calculate in the manner provided for a special taxing unit. The taxing unit shall continue to calculate the voter-approval tax rate in this manner until the earlier of</p> <p>1) the first year in which total taxable value on the certified appraisal roll exceeds the total taxable value of the tax year in which the disaster occurred, or</p> <p>2) the third tax year after the tax year in which the disaster occurred</p> <p>If the taxing unit qualifies under this scenario, multiply Line 40C by 1.08. ²⁷ If the taxing unit does not qualify, do not complete Disaster Line 41 (Line D41).</p>	\$ _____ /\$100
42.	<p>Total current year debt to be paid with property taxes and additional sales tax revenue. Debt means the interest and principal that will be paid on debts that:</p> <p>(1) are paid by property taxes,</p> <p>(2) are secured by property taxes,</p> <p>(3) are scheduled for payment over a period longer than one year, and</p> <p>(4) are not classified in the taxing unit’s budget as M&O expenses.</p> <p>A. Debt also includes contractual payments to other taxing units that have incurred debts on behalf of this taxing unit, if those debts meet the four conditions above. Include only amounts that will be paid from property tax revenue. Do not include appraisal district budget payments. If the governing body of a taxing unit authorized or agreed to authorize a bond, warrant, certificate of obligation, or other evidence of indebtedness on or after Sept. 1, 2021, verify if it meets the amended definition of debt before including it here. ²⁸</p> <p>Enter debt amount \$ _____</p> <p>B. Subtract unencumbered fund amount used to reduce total debt. - \$ _____</p> <p>C. Subtract certified amount spent from sales tax to reduce debt (enter zero if none) - \$ _____</p> <p>D. Subtract amount paid from other resources - \$ _____</p> <p>E. Adjusted debt. Subtract B, C and D from A.</p>	\$ _____
43.	Certified prior year excess debt collections. Enter the amount certified by the collector. ²⁹	\$ _____
44.	Adjusted current year debt. Subtract Line 43 from Line 42E.	\$ _____
45.	<p>Current year anticipated collection rate.</p> <p>A. Enter the current year anticipated collection rate certified by the collector. ³⁰..... _____ %</p> <p>B. Enter the prior year actual collection rate..... _____ %</p> <p>C. Enter the 2023 actual collection rate..... _____ %</p> <p>D. Enter the 2022 actual collection rate..... _____ %</p> <p>E. If the anticipated collection rate in A is lower than actual collection rates in B, C and D, enter the lowest collection rate from B, C and D. If the anticipated rate in A is higher than at least one of the rates in the prior three years, enter the rate from A. Note that the rate can be greater than 100%. ³¹</p>	_____ %
46.	Current year debt adjusted for collections. Divide Line 44 by Line 45E.	\$ _____
47.	Current year total taxable value. Enter the amount on Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ _____
48.	Current year debt rate. Divide Line 46 by Line 47 and multiply by \$100.	\$ _____ /\$100
49.	Current year voter-approval M&O rate plus current year debt rate. Add Lines 41 and 48.	\$ _____ /\$100
D49.	<p>Disaster Line 49 (D49): Current year voter-approval tax rate for taxing unit affected by disaster declaration. Complete this line if the taxing unit calculated the voter-approval tax rate in the manner provided for a special taxing unit on Line D41. Add Line D41 and 48.</p>	\$ _____ /\$100

²⁷ Tex. Tax Code §26.042(a)
²⁸ Tex. Tax Code §26.012(7)
²⁹ Tex. Tax Code §26.012(10) and 26.04(b)
³⁰ Tex. Tax Code §26.04(b)
³¹ Tex. Tax Code §§26.04(h), (h-1) and (h-2)

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
50.	COUNTIES ONLY. Add together the voter-approval tax rates for each type of tax the county levies. The total is the current year county voter-approval tax rate.	\$ _____ /\$100

SECTION 3: NNR Tax Rate and Voter-Approval Tax Rate Adjustments for Additional Sales Tax to Reduce Property Taxes

Cities, counties and hospital districts may levy a sales tax specifically to reduce property taxes. Local voters by election must approve imposing or abolishing the additional sales tax. If approved, the taxing unit must reduce its NNR and voter-approval tax rates to offset the expected sales tax revenue.

This section should only be completed by a county, city or hospital district that is required to adjust its NNR tax rate and/or voter-approval tax rate because it adopted the additional sales tax.

Line	Additional Sales and Use Tax Worksheet	Amount/Rate
51.	Taxable Sales. For taxing units that adopted the sales tax in November of the prior tax year or May of the current tax year, enter the Comptroller's estimate of taxable sales for the previous four quarters. ³² Estimates of taxable sales may be obtained through the Comptroller's Allocation Historical Summary webpage. Taxing units that adopted the sales tax before November of the prior year, enter 0.	\$ _____
52.	Estimated sales tax revenue. Counties exclude any amount that is or will be spent for economic development grants from the amount of estimated sales tax revenue. ³³ Taxing units that adopted the sales tax in November of the prior tax year or in May of the current tax year. Multiply the amount on Line 51 by the sales tax rate (.01, .005 or .0025, as applicable) and multiply the result by .95. ³⁴ - or - Taxing units that adopted the sales tax before November of the prior year. Enter the sales tax revenue for the previous four quarters. Do not multiply by .95.	\$ _____
53.	Current year total taxable value. Enter the amount from Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ _____
54.	Sales tax adjustment rate. Divide Line 52 by Line 53 and multiply by \$100.	\$ _____ /\$100
55.	Current year NNR tax rate, unadjusted for sales tax. ³⁵ Enter the rate from Line 26 or 27, as applicable, on the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ _____ /\$100
56.	Current year NNR tax rate, adjusted for sales tax. Taxing units that adopted the sales tax in November the prior tax year or in May of the current tax year. Subtract Line 54 from Line 55. Skip to Line 57 if you adopted the additional sales tax before November of the prior tax year.	\$ _____ /\$100
57.	Current year voter-approval tax rate, unadjusted for sales tax. ³⁶ Enter the rate from Line 49, Line D49 (disaster) or Line 50 (counties) as applicable, of the <i>Voter-Approval Tax Rate Worksheet</i> .	\$ _____ /\$100
58.	Current year voter-approval tax rate, adjusted for sales tax. Subtract Line 54 from Line 57.	\$ _____ /\$100

SECTION 4: Voter-Approval Tax Rate Adjustment for Pollution Control

A taxing unit may raise its rate for M&O funds used to pay for a facility, device or method for the control of air, water or land pollution. This includes any land, structure, building, installation, excavation, machinery, equipment or device that is used, constructed, acquired or installed wholly or partly to meet or exceed pollution control requirements. The taxing unit's expenses are those necessary to meet the requirements of a permit issued by the Texas Commission on Environmental Quality (TCEQ). The taxing unit must provide the tax assessor with a copy of the TCEQ letter of determination that states the portion of the cost of the installation for pollution control.

This section should only be completed by a taxing unit that uses M&O funds to pay for a facility, device or method for the control of air, water or land pollution.

Line	Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet	Amount/Rate
59.	Certified expenses from the Texas Commission on Environmental Quality (TCEQ). Enter the amount certified in the determination letter from TCEQ. ³⁷ The taxing unit shall provide its tax assessor-collector with a copy of the letter. ³⁸	\$ _____
60.	Current year total taxable value. Enter the amount from Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ _____
61.	Additional rate for pollution control. Divide Line 59 by Line 60 and multiply by \$100.	\$ _____ /\$100

³² Tex. Tax Code §26.041(d)
³³ Tex. Tax Code §26.041(i)
³⁴ Tex. Tax Code §26.041(d)
³⁵ Tex. Tax Code §26.04(c)
³⁶ Tex. Tax Code §26.04(c)
³⁷ Tex. Tax Code §26.045(d)
³⁸ Tex. Tax Code §26.045(i)

Line	Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet	Amount/Rate
62.	Current year voter-approval tax rate, adjusted for pollution control. Add Line 61 to one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties) or Line 58 (taxing units with the additional sales tax).	\$ _____ /\$100

SECTION 5: Voter-Approval Tax Rate Adjustment for Unused Increment Rate

The unused increment rate is the rate equal to the sum of the prior 3 years Foregone Revenue Amounts divided by the current taxable value.³⁹ The Foregone Revenue Amount for each year is equal to that year’s adopted tax rate subtracted from that year’s voter-approval tax rate adjusted to remove the unused increment rate multiplied by that year’s current total value.⁴⁰

The difference between the adopted tax rate and adjusted voter-approval tax rate is considered zero in the following scenarios:

- a tax year in which a taxing unit affected by a disaster declaration calculates the tax rate under Tax Code Section 26.042;⁴¹
- a tax year in which the municipality is a defunding municipality, as defined by Tax Code Section 26.0501(a);⁴² or
- after Jan. 1, 2022, a tax year in which the comptroller determines that the county implemented a budget reduction or reallocation described by Local Government Code Section 120.002(a) without the required voter approval.⁴³

This section should only be completed by a taxing unit that does not meet the definition of a special taxing unit.⁴⁴

Line	Unused Increment Rate Worksheet	Amount/Rate
63.	Year 3 Foregone Revenue Amount. Subtract the 2024 unused increment rate and 2024 actual tax rate from the 2024 voter-approval tax rate. Multiply the result by the 2024 current total value A. Voter-approval tax rate (Line 68) B. Unused increment rate (Line 67) C. Subtract B from A D. Adopted Tax Rate E. Subtract D from C F. 2024 Total Taxable Value (Line 60) G. Multiply E by F and divide the results by \$100. If the number is less than zero, enter zero	\$ _____ /\$100 \$ _____ /\$100 \$ _____ /\$100 \$ _____ /\$100 \$ _____ /\$100 \$ _____ \$ _____
64.	Year 2 Foregone Revenue Amount. Subtract the 2023 unused increment rate and 2023 actual tax rate from the 2023 voter-approval tax rate. Multiply the result by the 2023 current total value A. Voter-approval tax rate (Line 67) B. Unused increment rate (Line 66) C. Subtract B from A D. Adopted Tax Rate E. Subtract D from C F. 2023 Total Taxable Value (Line 60) G. Multiply E by F and divide the results by \$100. If the number is less than zero, enter zero	\$ _____ /\$100 \$ _____ /\$100 \$ _____ /\$100 \$ _____ /\$100 \$ _____ /\$100 \$ _____ \$ _____
65.	Year 1 Foregone Revenue Amount. Subtract the 2022 unused increment rate and 2022 actual tax rate from the 2022 voter-approval tax rate. Multiply the result by the 2022 current total value A. Voter-approval tax rate (Line 67) B. Unused increment rate (Line 66) C. Subtract B from A D. Adopted Tax Rate E. Subtract D from C F. 2022 Total Taxable Value (Line 60) G. Multiply E by F and divide the results by \$100. If the number is less than zero, enter zero	\$ _____ /\$100 \$ _____ /\$100 \$ _____ /\$100 \$ _____ /\$100 \$ _____ /\$100 \$ _____ \$ _____
66.	Total Foregone Revenue Amount. Add Lines 63G, 64G and 65G	\$ _____
67.	2025 Unused Increment Rate. Divide Line 66 by Line 21 of the <i>No-New-Revenue Rate Worksheet</i> . Multiply the result by 100	\$ _____ /\$100
68.	Total 2025 voter-approval tax rate, including the unused increment rate. Add Line 67 to one of the following lines (as applicable): Line 49, Line 50 (counties), Line 58 (taxing units with additional sales tax) or Line 62 (taxing units with pollution)	\$ _____ /\$100

³⁹ Tex. Tax Code §26.013(b)
⁴⁰ Tex. Tax Code §26.013(a)(1-a), (1-b), and (2)
⁴¹ Tex. Tax Code §§26.04(c)(2)(A) and 26.042(a)
⁴² Tex. Tax Code §§26.0501(a) and (c)
⁴³ Tex. Local Gov’t Code §120.007(d)
⁴⁴ Tex. Local Gov’t Code §120.007(d)

SECTION 6: De Minimis Rate

The de minimis rate is the rate equal to the sum of the no-new-revenue maintenance and operations rate, the rate that will raise \$500,000, and the current debt rate for a taxing unit.⁴⁴ This section should only be completed by a taxing unit that is a municipality of less than 30,000 or a taxing unit that does not meet the definition of a special taxing unit.⁴⁵

Line	De Minimis Rate Worksheet	Amount/Rate
69.	Adjusted current year NNR M&O tax rate. Enter the rate from Line 39 of the <i>Voter-Approval Tax Rate Worksheet</i> .	
70.	Current year total taxable value. Enter the amount on Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ _____
71.	Rate necessary to impose \$500,000 in taxes. Divide \$500,000 by Line 70 and multiply by \$100.	\$ _____/\$100
72.	Current year debt rate. Enter the rate from Line 48 of the <i>Voter-Approval Tax Rate Worksheet</i> .	\$ _____/\$100
73.	De minimis rate. Add Lines 69, 71 and 72.	\$ _____/\$100

SECTION 7: Voter-Approval Tax Rate Adjustment for Emergency Revenue Rate

In the tax year after the end of the disaster calculation time period detailed in Tax Code Section 26.042(a), a taxing unit that calculated its voter-approval tax rate in the manner provided for a special taxing unit due to a disaster must calculate its emergency revenue rate and reduce its voter-approval tax rate for that year.⁴⁸

Similarly, if a taxing unit adopted a tax rate that exceeded its voter-approval tax rate, calculated normally, without holding an election to respond to a disaster, as allowed by Tax Code Section 26.042(d), in the prior year, it must also reduce its voter-approval tax rate for the current tax year.⁴⁹

This section will apply to a taxing unit other than a special taxing unit that:

- directed the designated officer or employee to calculate the voter-approval tax rate of the taxing unit in the manner provided for a special taxing unit in the prior year; and
- the current year is the first tax year in which the total taxable value of property taxable by the taxing unit as shown on the appraisal roll for the taxing unit submitted by the assessor for the taxing unit to the governing body exceeds the total taxable value of property taxable by the taxing unit on January 1 of the tax year in which the disaster occurred or the disaster occurred four years ago. This section will apply to a taxing unit in a disaster area that adopted a tax rate greater than its voter-approval tax rate without holding an election in the prior year.

Note: This section does not apply if a taxing unit is continuing to calculate its voter-approval tax rate in the manner provided for a special taxing unit because it is still within the disaster calculation time period detailed in Tax Code Section 26.042(a) because it has not met the conditions in Tax Code Section 26.042(a)(1) or (2).

Line	Emergency Revenue Rate Worksheet	Amount/Rate
74.	2024 adopted tax rate. Enter the rate in Line 4 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ _____/\$100
75.	Adjusted 2024 voter-approval tax rate. Use the taxing unit’s Tax Rate Calculation Worksheets from the prior year(s) to complete this line. If a disaster occurred in 2024 and the taxing unit calculated its 2024 voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) of the 2024 worksheet due to a disaster, complete the applicable sections or lines of <i>Form 50-856-a, Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet</i> . - or - If a disaster occurred prior to 2024 for which the taxing unit continued to calculate its voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) in 2024, complete form 50-856-a, <i>Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet</i> to recalculate the voter-approval tax rate the taxing unit would have calculated in 2024 if it had generated revenue based on an adopted tax rate using a multiplier of 1.035 in the years following the disaster. ⁵⁰ Enter the final adjusted 2024 voter-approval tax rate from the worksheet. - or - If the taxing unit adopted a tax rate above the 2024 voter-approval tax rate without calculating a disaster tax rate or holding an election due to a disaster, no recalculation is necessary. Enter the voter-approval tax rate from the prior year’s worksheet.	\$ _____/\$100
76.	Increase in 2024 tax rate due to disaster. Subtract Line 75 from Line 74.	\$ _____/\$100
77.	Adjusted 2024 taxable value. Enter the amount in Line 14 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ _____
78.	Emergency revenue. Multiply Line 76 by Line 77 and divide by \$100.	\$ _____
79.	Adjusted 2024 taxable value. Enter the amount in Line 25 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ _____
80.	Emergency revenue rate. Divide Line 78 by Line 79 and multiply by \$100. ⁵¹	\$ _____/\$100

⁴⁴ Tex. Tax Code §26.04(c)(2)(B)
⁴⁵ Tex. Tax Code §26.012(8-a)
⁴⁷ Tex. Tax Code §26.063(a)(1)
⁴⁸ Tex. Tax Code §26.042(b)
⁴⁹ Tex. Tax Code §26.042(f)
⁵⁰ Tex. Tax Code §26.42(c)
⁵¹ Tex. Tax Code §26.42(b)

Line	Emergency Revenue Rate Worksheet	Amount/Rate
81.	Current year voter-approval tax rate, adjusted for emergency revenue. Subtract Line 80 from one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (taxing units with the additional sales tax), Line 62 (taxing units with pollution control) or Line 68 (taxing units with the unused increment rate).	\$ _____ /\$100

SECTION 8: Total Tax Rate

Indicate the applicable total tax rates as calculated above.

No-new-revenue tax rate. \$ _____ /\$100

As applicable, enter the current year NNR tax rate from: Line 26, Line 27 (counties), or Line 56 (adjusted for sales tax).

Indicate the line number used: _____

Voter-approval tax rate. \$ _____ /\$100

As applicable, enter the current year voter-approval tax rate from: Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (adjusted for sales tax), Line 62 (adjusted for pollution control), Line 68 (adjusted for unused increment), or Line 81 (adjusted for emergency revenue).

Indicate the line number used: _____

De minimis rate. \$ _____ /\$100

If applicable, enter the current year de minimis rate from Line 73.

SECTION 9: Taxing Unit Representative Name and Signature

Enter the name of the person preparing the tax rate as authorized by the governing body of the taxing unit. By signing below, you certify that you are the designated officer or employee of the taxing unit and have accurately calculated the tax rates using values that are the same as the values shown in the taxing unit’s certified appraisal roll or certified estimate of taxable value, in accordance with requirements in the Tax Code.⁵²

print here ➔

Printed Name of Taxing Unit Representative

sign here ➔

Taxing Unit Representative

Date

⁵² Tex. Tax Code §§26.04(c-2) and (d-2)



4.D
CITY COUNCIL ITEM
Action
Schedule Public Hearing Dates

MEETING DATE: August 12, 2025
AGENDA ITEM: Consider and take action on scheduling Public Hearing and Adoption Dates for the FY2025-2026 Budget and Tax Rates.
DEPARTMENT: Administration
PRESENTED BY: Mike Castro, City Manager

BACKGROUND:

The City Council adopts a proposed municipal property tax rate for FY26 of \$0.259798 as the maximum rate allowed for Council adoption at the September 9, 2025, City Council Meeting at 6:30 P.M. at Bulverde City Hall at 30360 Cougar Bend, Bulverde, Texas 78163.

The City Council of the City of Bulverde, Texas will conduct a public hearing on the \$0.259798 FY26 proposed municipal property tax rate and FY26 proposed municipal budget on September 4, 2025, at 6:30 p.m. at Bulverde City Hall at 30360 Cougar Bend, Bulverde, Texas 78163.

RECOMMENDATION:

City Council establishes Thursday, September 4, 2025 as the public hearing date on the FY26 proposed tax rate and the FY26 proposed budget; providing that the final tax rate and budget are scheduled to be adopted on September 9, 2025.

Approval of this item will require a Record Vote.

ATTACHMENTS:

- 2025 Budget Calendar

Budget Calendar

July 31st: Complete Proposed FY25-26 budget

August 1st: File proposed Budget with City Secretary, post to website.

August 12: City Council approval of the proposed Tax Rate.

August 13th: Post Notice of Tax Rate on website, Notice of Public Hearing on Tax Rate and Budget Public Hearing to newspaper.

August 20th: Notice of Tax Rate and Budget Public Hearings appear in newspaper

September 4th: Special City Council Meeting to conduct Public Hearings on Tax Rate and Budget.

September 9: Regular City Council Meeting, Final Adoption of Budget and Tax Rate.