



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

Wednesday, December 13, 2023 at 9:00 AM  
Spring Creek United Methodist Church (Fellowship Building), 9200 Dietz Elkhorn,  
Fair Oaks Ranch, TX

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## MINUTES

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### OPEN MEETING

1. Roll Call - Declaration of a Quorum.

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

Absent: Joe DeCola, Dana Green, Ben Koerner, and Chris Weigand.

Council Liaison, Emily Stroup, was also in attendance.

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

### CITIZENS and GUEST FORUM

2. **Citizens to be heard**

Resident and former Council Member, Al Schmidt, spoke in opposition to a halt gate system being considered for the Battle Intense low water crossing due to the infrequency of events and the Police Department's history of monitoring and managing a manual road closure.

Dale Pearson, resident and business owner, attended the meeting after hearing the Chairman's presentation at the December 7, 2023 City Council meeting.

### CONSENT AGENDA

3. **Approval of the November 30, 2023 Bond Advisory Committee meeting minutes.**

MOTION: Made by Jamin Kazarian, seconded by Marcus Garcia, to approve the Consent Agenda to include the project table originally drafted with markup notes included.

VOTE: 5-0, Motion Passed.

### PRESENTATIONS

4. **Recap of previous Bond Advisory Committee meetings and site tour.**

Grant Watanabe, Director of Public Works & Engineering Services, provided a recap presentation summarizing the November 30, 2023 bond advisory meeting and the December 6, 2023 site tour.

**5. Updated Financial Model.**

Summer Fleming, Director of Finance, provided details on the changes to project totals and answered additional questions from the Committee with Andrew Friedman. Based on changes made at previous meetings and new financing figures provided to SAMCO, a new version of the debt proposal has been created and presented to the committee.

**CONSIDERATION / DISCUSSION ITEMS**

*Committee Chairman, Seth Mitchell, moved this item out of order.*

**7. Consideration and possible action on the final funding recommendations related to Roadway, Drainage, and Other Projects.**

*Exhibit A contains handouts provided by Chairman Mitchell to the Committee.*

MOTION: Made by Paul Mebane, seconded by Jamin Kazarian, to use Certificates of Obligation bonds to fund Drainage and Utility projects and to use General Obligation bonds to fund the Road projects.

MOTION TO AMEND: Made by Jamin Kazarian, seconded by Marcus Garcia, to amend the motion to only include Roadway and Drainage projects.

VOTE TO AMEND: 5-0, Motion Passed.

VOTE ON MOTION: Roll Call Vote: Seth Mitchell – For; Marcus Garcia – For; John Guidry – For; Paul Mebane – For; Jamin Kazarian – For. 5-0; Motion Passed.

*The Committee recessed at 10:33 AM.*

*Chairman Mitchell reconvened the meeting at 10:47 AM.*

**6. Consideration and possible action on the final project recommendations related to Roadway, Drainage, and Other Projects.**

MOTION: Made by Jamin Kazarian, seconded by John Guidry, to remove 3.3.23 from the list of Drainage projects.

VOTE: 5-0, Motion Passed.

*Emily Stroup left the meeting at 11:30 AM.*

MOTION: Made by Marcus Garcia, seconded by Paul Mebane, to approve the projects listed, to include changes discussed at this meeting, and to move forward as recommendations to Council for the recommended projects, their priority, and the cost. **(Exhibit B)**.

VOTE: 5-0, Motion Passed.

**8. Recommendations concerning development of the Bond Advisory Committee final report to Council to include:**

- Elements**
- Timing**
- Committee Assignments**
- Public Engagement Process**

Seth Mitchell, Committee Chairman, led a discussion with the Committee about the report to Council. The draft report outline was prepared by Committee Member, Jamin Kazarian. A target date of January 18, 2024 to provide the report to Council was agreed upon by those present in order to allow for extra time if necessary. The report would need to be provided in advance of deadlines for the City Council to order an election in February of 2024. The report will be drafted by Jamin Kazarian and Seth Mitchell and Paul Mebane will assist with the review/editing of the document for inclusion in the agenda packet for the next meeting.

**9. Consideration and possible action on scheduling future meetings.**

The committee, by consensus, agreed to hold a meeting on January 3, 2023 at 6:30 PM in the Public Safety Training Room of the Fair Oaks Ranch Police Station.

The Committee recessed at 12:43 PM for a meal break.

**ADJOURNMENT**

Committee Chairman, Seth Mitchell, adjourned the meeting at 1:04 PM.

ATTEST:

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Seth Mitchell  
Committee Chairman

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Amanda Valdez, TRMC  
Deputy City Secretary