



CITY COUNCIL CONSENT ITEM

CITY OF FAIR OAKS RANCH, TEXAS

AGENDA TOPIC: Approval of a resolution authorizing the execution of an agreement with The Mejorando Group for Strategic Planning Facilitation and Plan Development

DATE: December 4, 2025

DEPARTMENT: Finance

PRESENTED BY: Clayton Hoelscher, Procurement Manager
Jim Williams, MBA, ICMA-CM, Assistant City Manager

INTRODUCTION/BACKGROUND:

The City of Fair Oaks Ranch included funding in the FY 2025–26 Budget for the facilitation and development of an updated Strategic Plan. The City adopted its current plan in 2019 and seeks an updated plan as new factors have emerged since that time. The strategic planning engagement will provide the City with a professionally facilitated process and a resulting plan that serves as an active guide for strategic decisions related to service delivery, governance, and financial oversight.

At the City Council Meeting on October 16th, staff presented City Council with the draft scope of work and incorporated feedback. As a result, the City issued a request for proposals and received submissions from 10 firms. The proposals were reviewed based on the following criteria:

- Cost
- Experience and Qualifications
- Project Approach
- Quality of Similar Work
- Innovation and Value-Added Services

After review, an evaluation committee comprised of council members and staff identified the Mejorando Group as the recommended firm to lead the City's strategic planning facilitation process and to develop a comprehensive strategic plan.

Next steps: Upon contract award and execution, staff will begin coordinating with the consultant to plan the first two engagement meetings. The initial meeting will be a Council In-Brief work session during the January 15, 2026, Regular City Council meeting. The second will be the first community town hall or open house, anticipated to take place in the last two weeks of January 2026.

POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:

A new strategic plan will be used to inform decision making in the budget preparation and approval process.

LONGTERM FINANCIAL & BUDGETARY IMPACT:

The agreement is for an amount of \$35,000.00, which is the amount the City budgeted for this project.

LEGAL ANALYSIS:

Resolution approved as to form. The City's standard Professional Services Agreement is being utilized for this project.

RECOMMENDATION/PROPOSED MOTION:

Consent Item - I move to approve a resolution authorizing the execution of an agreement with The Mejorando Group for Strategic Planning Facilitation and Plan Development, expenditure of the required funds, and execution of all applicable documents by the City Manager.