



"City of Choice"

City Council Meeting

Tuesday, April 28, 2026, 6:30 PM

Est. Duration: 2 hr 25 min

Council Chambers

200 S. Main St.

Cibolo, Texas 78108

1. Call to Order

2. Roll Call and Excused Absences

2.A. Excused Absence

3. Invocation

4. Pledge of Allegiance

5. Proclamations

5.A. Month of Military Child (Ms. Caballero)

5.B. Proclamation for Eagle Scout Recipient (Parker Gilman/Mr. Bruce Winter)

5.C. National Public Works Week (Mr. Gomez)

5.D. National Police Week (Chief Andres)

6. Citizens to be Heard

This is the only time during the Council Meeting that a citizen can address the City Council. It is the opportunity for visitors and guests to address the City Council on any issue to include agenda items. All visitors wishing to speak must fill out the Sign-In Roster prior to the start of the meeting. City Council may not deliberate any non-agenda issue, nor may any action be taken on any non-agenda issue at this time; however, City Council may present any factual response to items brought up by citizens. (Attorney General Opinion - JC-0169) (Limit of three minutes each.) All remarks shall be addressed to the Council as a body. Remarks may also be addressed to any individual member of the Council so long as the remarks are (i) about matters of local public concern and (ii) not disruptive to the meeting or threatening to the member or any attendee including City staff. Any person violating this policy may be requested to leave the meeting, but no person may be requested to leave or forced to leave the meeting because of the viewpoint expressed. Citizens who want to submit written comments to be read during the citizen comments portion of a city council meeting should include their name, address and reason why they are unable to attend the meeting at which they want their comments read. Comments must be submitted to the City Secretary at citysecretary@cibolotx.gov no later than 2:00PM prior to the City Council meeting. All comments received that include the required information will be provided to the Mayor and Council and may be summarized or read at the meeting at the discretion of the presiding officer. This meeting is livestreamed.

7. Mayor's Follow-up

- 7.A. Union Pacific sidewalk across railroad track on Main St.
- 7.B. Follow-up on Regional Drainage in the Saddle Creek Ranch area and FM 1103 area.
- 7.C. Discussion/Update on Council evaluation process for City Manager, City Secretary, City Attorney, and Municipal Court Judge.

8. Consent Agenda - Consent Items (General Items)

(All items listed below are considered to be routine and non-controversial by the council and will be approved by one motion. There will be no separate discussion of these items unless a Council member so requests, in which case the item will be removed from the consent agenda and will be considered as part of the order of business.)

- 8.A. Approval of the minutes from the Council/P&Z Workshop on April 2, 2026.

9. Staff Update

- 9.A. Discussion/Presentation on Overview of Building Inspection Services, History, Scope, and Highlights on Benefits of Building Inspections. (Matt Hanson)
- 9.B. Administration
 - a. Capital Improvement Program – Updates on Projects Main Street sidewalk across railroad – Planning SB 1555 Grant - Planning Veterans/Niemietz Park Renovations – Planning Community Center Renovations Phase II - Planning FM 78 – Water Main Extension – Under Construction FM 78 – Sewer Rehabilitation – Under Construction FM 1103 – Utility Relocation – Design Deer Creek Blvd (Cordero to Falling Sun) – Substantial Completion FY25 Street Rehabilitation Package 2 – Under Construction Silver Wing (CVD to Thistle Creek) Town Creek Road (Green Valley Rd to Bentwood Pass) Firebird Run (Silver Wing to Kipper Ave) Tolle Rd - Design Town Creek Trail - Design
 - b. RFP's, RFQ's, RFB's, and ITB's
 - c. Staff Travel
 - d. Recruitment for Public Works Director
- 9.C. Presentation/Discussion/Direction regarding the recap of the Strategic Management Workshop held on March 28, 2026, including the action items identified during the workshop and the products produced after.
- 9.D. Quarterly Report on the use of See Click Fix (Mr. Beekman)
- 9.E. Fire Department Monthly Report (March)

10. Executive Session

The City Council will meet in Executive Session as Authorized by the Texas Gov't Code Section 551.071, Consultation with Attorney and 551.074, Personnel Matters to discuss the following:

- 10.A. Discussion regarding the duties and responsibilities of the City Attorney.

11. Open Session

Reconvene into Regular Session and take/or give direction or action, if necessary, on items discussed in the Executive Session.

12. Ordinances

- 12.A. Approval/Disapproval of an Ordinance providing for the second budget amendment for fiscal year 2025-2026.

13. Discussion/Action

- 13.A. Approval / Disapproval of a Financing Plan for the sale of Certificates of Obligation, Series 2026

14. Resolutions

- 14.A. Consideration and Approval of a Resolution Authorizing and Approving Publication and Posting of Notice of Intention to Issue Combination Tax and Limited Pledge Revenue Certificates of Obligation in the Maximum Amount of \$4,500,000 and Other Matters in Connection Therewith
- 14.B. Approval/Disapproval of a Resolution authorizing the submission of a grant application for the Motor Vehicle Crimes Prevention Authority (MVCPA). (Chief Andres)

15. Discussion/Action

- 15.A. Discussion/Action to approve the Wayfinding Sign Services Agreement between National Sign Plazas, Inc., and the City of Cibolo, Texas, and authorize the city manager to execute the agreement. (Mr. Reed/Mr. Gomez/Mrs. Samuelson)
- 15.B. Discussion/Action on evaluating Safe Routes to School, including possible traffic control improvements or conducting a Warrant Study, for the intersection of Cibolo Valley Drive (CVD) and Kove Lane and approval of funding (up to \$5,000) (Councilmember Sanchez-Stephens)
- 15.C. Discussion/Action on traffic control measures for Green Valley Road at Schlather Intermediate School (Councilmember Sanchez-Stephens)
- 15.D. Updates from CRWA meeting. (Councilwoman Roberts)
- 15.E. Discussion from Councilmembers that have attended seminars, events, or meetings. (Council)
- 15.F. Discussion on items the City Council would like to see on future agendas. (Council)
- 15.G. Discussion/Action on the review and confirmation of all upcoming special meetings and workshops and scheduling the time, date and place of additional special meetings or workshops. (Ms. Chapman)

16. Adjournment

- 16.A. Adjourn Meeting

This Notice of Meeting is posted pursuant to the Texas Government Code 551.041 - .043 on the front bulletin board of the Cibolo Municipal Building, 200 South Main Street, Cibolo, Texas which is a place readily accessible to the public at all times and that said notice was posted on

Valerie A. Chapman, TRMC

City Secretary

Pursuant to Section 551.071, 551.072, 551.073, 551.074, 551.076, 551.077, 551.084 and 551.087 of the Texas Government Code, the City of Cibolo reserves the right to consult in closed session with the City Attorney regarding any item listed on this agenda. This agenda has been approved by the city's legal counsel and subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551. This has been added to the agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144.

A possible quorum of Council, committees, commissions, boards and corporations may attend this meeting.

This facility is wheelchair accessible and accessible parking space is available. Request for accommodation or interpretive services must be made 48 hours prior to the meeting. Please contact the City Secretary at (210) 566-6111. All cell phones must be turned off before entering the Council Meeting.

I certify that the attached notice and agenda of items to be considered by the City Council was removed by me from the City Hall bulletin board on the ____ day of _____ 2026.

Name and Title

Date Posted: April 22, 2026 05:32 pm



City Council Regular Meeting Staff Report

A. Month of Military Child (Ms. Caballero)

Meeting	Agenda Group
Tuesday, April 28, 2026, 6:30 PM	Proclamations Item: 5A.
From	
Valerie Chapman, City Secretary	

PRIOR CITY COUNCIL ACTION:

N/A

BACKGROUND:

N/A

STAFF RECOMMENDATION:

N/A

FINANCIAL IMPACT:

N/A

MOTION(S):

N/A

Attachments

[Month of Military Child April 2026.pdf](#)



City of Cibolo
Proclamation Designating
April 2026 as “Month of the Military Child” &
April 28, 2026 as “Purple Up! For Military Kids Day”

WHEREAS, The City of Cibolo will observe “Month of the Military Child” during the month of April 2026, and on April 28, 2026 “Purple Up! For Military Kids Day” to honor military families and their children for the sacrifices they make and their unconditional support of our armed forces; and

WHEREAS, Nearly 2 million children in military families face unique challenges, including frequent moves and family separations. These remarkable young people demonstrate incredible strength and courage while adapting to new schools, making new friends and supporting their families; service to our nation; and

WHEREAS, The City of Cibolo, along with the Texas Education Agency, are committed to ensuring military connected students are supported in our schools and various programs, as our men and women in uniform focus on the challenges and missions they face in the line of duty; and

WHEREAS, In the month of April, citizens can show their support for military children and appreciation for their strength and sacrifices by wearing purple – which represents the blending of the colors of the Five Branches of the Armed Forces.

NOW, THEREFORE, I, Kara Latimer, Mayor of the City of Cibolo, call upon all citizens of the City of Cibolo and upon all patriotic, civic and educational organizations to observe the month of April 2026 to be the “Month of the Military Child” and April 28, 2026 as “Purple Up! For Military Kids Day”. Military kids are essential members of our community who deserve recognition for their strength and sacrifice.

IN WITNESS THEREOF, I have hereunto set my hand this 28th Day of April 2026 and caused the Seal of the City of Cibolo to be affixed.

Kara Latimer, Mayor



City Council Regular Meeting Staff Report

B. Proclamation for Eagle Scout Recipient (Parker Gilman/Mr. Bruce Winter)

Meeting	Agenda Group
Tuesday, April 28, 2026, 6:30 PM	Proclamations Item: 5B.
From	
Valerie Chapman, City Secretary	

PRIOR CITY COUNCIL ACTION:

N/A

BACKGROUND:

N/A

STAFF RECOMMENDATION:

N/A

FINANCIAL IMPACT:

N/A

MOTION(S):

N/A

Attachments

[Parker Gilman Eagle Scout Proclamation 2026.pdf](#)



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WHEREAS, the rank of Eagle Scout is the highest achievement in scouting, requiring dedication, leadership, and service; and

WHEREAS, Parker, a member of Troop 512 in Schertz, Texas, earned the rank of Eagle Scout on October 20, 2025, and was recognized at his Eagle Court of Honor on March 28 with numerous honors from national, state, and local organizations, including a United States flag flown during a combat mission; and

WHEREAS, Parker demonstrated outstanding leadership through his Eagle Scout Project at Steele High School in Cibolo, Texas, constructing and restoring planter boxes to support agricultural education and provide meaningful outdoor opportunities for students; and

WHEREAS, Parker is a dedicated student at Steele High School, active in the Future Farmers of America as a Chapter Officer, and committed to agricultural studies and future service; and

WHEREAS, Parker serves his community as a member of the Cibolo Youth Advisory Council and was awarded the Good Samaritan Award for his quick and responsible action in assisting a citizen in distress; and

WHEREAS, Parker is widely recognized for his leadership, service, and commitment to improving his community;

NOW, THEREFORE, BE IT PROCLAIMED that I, Kara Latimer do proclaim that Parker is hereby commended for achieving the rank of Eagle Scout and for his outstanding dedication, leadership, and service to others; and

BE IT FURTHER PROCLAIMED that he is recognized as a role model whose actions bring great credit to his community and inspire others to serve.

IN WITNESS WHEREOF, I have set my hand and caused the Seal of the City of Cibolo to be affixed this 28th day of April 2026.

Kara Latimer, Mayor



City Council Regular Meeting Staff Report

C. National Public Works Week (Mr. Gomez)

Meeting	Agenda Group
Tuesday, April 28, 2026, 6:30 PM	Proclamations Item: 5C.
From	
Valerie Chapman, City Secretary	

PRIOR CITY COUNCIL ACTION:

N/A

BACKGROUND:

N/A

STAFF RECOMMENDATION:

N/A

FINANCIAL IMPACT:

N/A

MOTION(S):

N/A

Attachments

[Public Works Week Proclamation 2026.pdf](#)



National Public Works Week Proclamation

May 17–23, 2026

“Rooted in Service, Powered by Community”

WHEREAS, public works professionals focus on infrastructure, facilities, and services that are of vital importance to sustainable and resilient communities and to public health, high quality of life, and well-being of the people of Cibolo; and,

WHEREAS, these infrastructure, facilities, and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers, and employees at all levels of government and the private sector, who are responsible for rebuilding, improving, and protecting our nation’s transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

WHEREAS, it is in the public interest of the citizens, civic leaders, and children in Cibolo to gain knowledge of and maintain an ongoing interest and understanding of the importance of public works and public works programs in their respective communities; and,

WHEREAS, the year 2026 marks the 66th annual National Public Works Week sponsored by the American Public Works Association; and

BE IT NOW RESOLVED, I, Kara Latimer, Mayor of Cibolo, do hereby designate the week of May 17–23, 2026, as National Public Works Week. I urge all citizens to join with representatives of the American Public Works Association and government agencies in activities, events, and ceremonies designed to pay tribute to our public works professionals, engineers, managers, and employees, and to recognize the substantial contributions they make to protecting our national health, safety, and advancing quality of life for all.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the State to be affixed this 28th day of April 2026.

Kara Latimer, Mayor



City Council Regular Meeting Staff Report

D. National Police Week (Chief Andres)

Meeting	Agenda Group
Tuesday, April 28, 2026, 6:30 PM	Proclamations Item: 5D.
From	
Valerie Chapman, City Secretary	

PRIOR CITY COUNCIL ACTION:

N/A

BACKGROUND:

N/A

STAFF RECOMMENDATION:

N/A

FINANCIAL IMPACT:

N/A

MOTION(S):

N/A

Attachments

[National Police Week Proclamation 2026.pdf](#)



Proclamation Declaring May 15–21, 2026, as Police Week

WHEREAS, there are approximately 800,000 law enforcement officers serving in communities across the United States, including the dedicated members of the Cibolo Police Department; and

WHEREAS, since the first recorded death in 1786, more than 27,345 law enforcement officers in the United States have made the ultimate sacrifice and been killed in the line of duty; and

WHEREAS, the names of these dedicated public servants are engraved on the walls of the National Law Enforcement Officers Memorial in Washington, D.C.; and

WHEREAS, in 2026, 363 new names of fallen heroes are being added to the National Law Enforcement Officers Memorial, representing officers who died in 2025 as well as earlier years whose sacrifices were newly confirmed; and

WHEREAS, with these additions, the Memorial will contain 24,775 names honoring fallen officers from across the nation; and

WHEREAS, the service and sacrifice of all officers killed in the line of duty will be honored during the National Law Enforcement Officers Memorial Fund's 38th Annual Candlelight Vigil on the evening of May 13, 2026; and

WHEREAS, the Candlelight Vigil is part of National Police Week, which takes place this year on May 15–21, 2026; and

WHEREAS, May 15 is designated as Peace Officers Memorial Day, in honor of all fallen officers and their families, and U.S. flags should be flown at half-staff; and

NOW, THEREFORE, BE IT RESOLVED, THAT I, KARA LATIMER, MAYOR OF CIBOLO, TEXAS, on behalf of the City Council, staff, and the citizens of the City of Cibolo, do hereby proclaim May 15-21, 2026, as Police Week in Cibolo, and publicly salute the service of law enforcement officers in our community and in communities across the nation.

In Witness Whereof, I have here unto set my hand this 28th day of April 2026.

Kara Latimer, Mayor



City Council Regular Meeting Staff Report

B. Follow-up on Regional Drainage in the Saddle Creek Ranch area and FM 1103 area.

Meeting	Agenda Group
Tuesday, April 28, 2026, 6:30 PM	Mayor's Follow-up Item: 7B.
From	
Valerie Chapman, City Secretary	

PRIOR CITY COUNCIL ACTION:

N/A

BACKGROUND:

N/A

STAFF RECOMMENDATION:

N/A

FINANCIAL IMPACT:

N/A

MOTION(S):

N/A

Attachments

[Saddle Creek Memo - Mayor's Follow up.pdf](#)

I want to take a moment to explain a question I've raised about stormwater and drainage in our community, particularly in the area around Saddle Creek Ranch and the FM 1103 crossing.

First, I want to be very clear about something: I am not an engineer, and I respect the work that professional engineers do when they design drainage systems for new developments. Each development that comes before the city includes a drainage study prepared and stamped by licensed engineers.

From everything I can see, the developments we review appear to meet the standards that apply to them. My concern is not about whether any single project followed the rules.

The question I'm raising is about something larger — how multiple developments interact within the same watershed over time.

When we look at developments such as Saddle Creek Ranch, Cibolo Farms, Grace Valley Ranch, and Legendary Trails, several phases from these projects appear to drain toward the same tributary system before the water eventually passes under FM 1103 and continues downstream.

But those are not the only developments in the watershed. There are also other subdivisions upstream that were approved by different jurisdictions, where the City of Cibolo did not have the platting authority. Those subdivisions may also contribute runoff into the same drainage system.

Our platting responsibility is to ensure that the subdivisions we review meet the required drainage standards. Each project demonstrates that through its own engineering analysis.

However, when several developments across multiple jurisdictions feed into the same tributaries, it raises a broader question: has the entire watershed been evaluated together to ensure the system remains safe as all of these developments build out?

When multiple tributaries combine within a watershed, it is common practice to occasionally review the cumulative assumptions as development progresses.

And it's important that leadership raise the question when multiple systems intersect.

Because the city does not control the entire watershed and does not have the resources to conduct a full watershed-scale study on our own, my goal is to work with our staff to gather the stormwater information we do have and bring it forward to the appropriate regional and federal authorities.

In other words, we can say:

Here is the drainage information from the developments within our jurisdiction.

Can the watershed authorities work with other jurisdictions to gather the remaining stormwater reports and take a comprehensive look at the entire basin?

That could involve partners such as the county, FEMA, the Texas Water Development Board, or the regional flood planning entities, who have the broader role of evaluating watershed conditions across multiple jurisdictions.

The goal here is simple: making sure that as our region grows, the systems that protect our neighborhoods and infrastructure continue to function the way we expect them to, keeping everyone safe.



City Council Regular Meeting Staff Report

A. Approval of the minutes from the Council/P&Z Workshop on April 2, 2026.

Meeting	Agenda Group
Tuesday, April 28, 2026, 6:30 PM	Consent Agenda - Consent Items (General Items) Item: 8A.
From	
Valerie Chapman, City Secretary	

PRIOR CITY COUNCIL ACTION:

N/A

BACKGROUND:

N/A

STAFF RECOMMENDATION:

N/A

FINANCIAL IMPACT:

N/A

MOTION(S):

N/A

Attachments

[040226 Council and PZ WS Minutes.pdf](#)



Minutes for the City Council/Planning & Zoning Commission Workshop

200 S. Main St., Cibolo, Texas 78108

April 2, 2026, 6:30 PM - April 2, 2026, 7:30 PM

1. Call to Order

Mayor Latimer called the meeting to order at 6:31p.m.

2. Roll Call and Excused Absences

Councilmembers present: Mayor Latimer, McGlothlin (arrived at 6:56p.m.), R. Roberts, Patterson, Cunningham (arrived at 6:49p.m.), Sanchez-Stephens, and Brown (arrived at 7:02p.m.).

Planning and Zoning Commissioners present: Greve (left at 9:08p.m.), Fishback, Msengi, Browne, and Hubbard (arrived at 6:38p.m.).

3. Discussion/Action

Council, Planning and Zoning Commission, and the developers from Mosaic Land Development, LLC discussed the proposed Development Agreement and Strategic Partnership Agreement for a proposed development in the City of Cibolo's ETJ.

3.A. Discussion/Direction on Negotiations with Mosaic Land Development, LLC, on Proposed Development located in the City of Cibolo's ETJ, including a Strategic Partnership Agreement and a Development Agreement.

4. Adjournment

Councilwoman Patterson made the motion to adjourn the meeting at 9:36p.m. Motion was seconded by Councilwoman Sanchez-Stephens. For: All; Against: None. Motion carried 6 to 0.

PASSED AND APPROVED THIS 28TH DAY OF APRIL 2026.

Kara Latimer
Mayor

ATTEST:

Valerie A. Chapman, TRMC
City Secretary



City Council Regular Meeting Staff Report

A. Discussion/Presentation on Overview of Building Inspection Services, History, Scope, and Highlights on Benefits of Building Inspections. (Matt Hanson)

Meeting	Agenda Group
Tuesday, April 28, 2026, 6:30 PM	Staff Update Item: 9A.
From	
Matt Hanson, City Building Official	
Staff Contact(s)	
Matt Hanson,	

PRIOR CITY COUNCIL ACTION:

December 14, 2021... City Council directed staff to pursue a competitive request for proposals for building and fire services.

June 28, 2022... Following the competitive request for proposal (RFP) process and the review of four (4) proposals, the City Council approved a Professional Consulting and Technical Services Contract for Building and Fire/Life Safety Plan Review and Inspection Services between BB Inspections and City of Cibolo.

BACKGROUND:

The City of Cibolo has provided Building and Fire/Life Safety Plan Review and Inspection Services through BB Inspections since July 5, 2022. This presentation is for Council to be informed of the history and performance of these services, including benefits to our community and customers.

Since assuming the role of Cibolo’s Registered Sanitarian on October 1, 2025, BB Inspections has become responsible for health inspections at eating establishments.

STAFF RECOMMENDATION:

None. This is for informational purposes only.

FINANCIAL IMPACT:

The City pays BB Inspections a percent of the revenue from building permits. Thus, revenues increase and decrease based on permit activity and type. The financial impact of this contract is as follows and is a fee for service/percent of revenue from building permits. In addition, BB Inspections has assumed health inspections for eating establishments.

October 1, 2022 Full Scope Services	
Cost:	Inspection/Review Type:
60% of Permit & Issuance Fees	Residential & Commercial Inspections
	Residential & Commercial Plan Reviews
	Fire Marshal Inspections
	Fire Marshal/FPE Plan Reviews
	Certified Building Official Services

MOTION(S):

N/A

Attachments

[BBI State of the Building Inspections 2026.pdf](#)

City of Cibolo & BB Inspection Services Partnership

Presented by Matt Hanson
April 28th, 2026



BB | INSPECTION SERVICES

"Our mission is to protect lives, health, and property while enforcing the adopted codes and ordinances within our community."



Presentation Overview

1. How it Started
2. Transition Phase
3. Full-Service Implementation
4. Our Permitting & Building Inspection Team
5. Accomplishments
6. Cibolo Health Inspections
7. Slab-on-Grade Foundations in Cibolo
8. Financial Impact
9. Closing and Thanks



How it Started

January 2022

City issued an RFP and publicly advertised for competitive proposals.

March 2022

City received five proposals and selected three for interviews.

June 2022

BB Inspection Services selected as the preferred contractor for building and fire/life safety plan review and inspection services. City Council approved a professional services agreement on June 28 with a base three-year term and two one-year extensions.

July - September 2022

Hybrid transition phase launched.

October 2022

Full operational responsibility transferred to BB Inspections, including permitting, inspections, and plan review. Term ends September 30, 2027.



Transition Phase

July – September 2022

Scope of Services

- BB Inspections provided plan review and inspection services during initial transition

Duration

- July 5 – September 30

Key Outcomes

- Eliminated backlog of 120+ residential reviews and completed two multifamily project reviews
- Restored plan review operations to the current status within six weeks

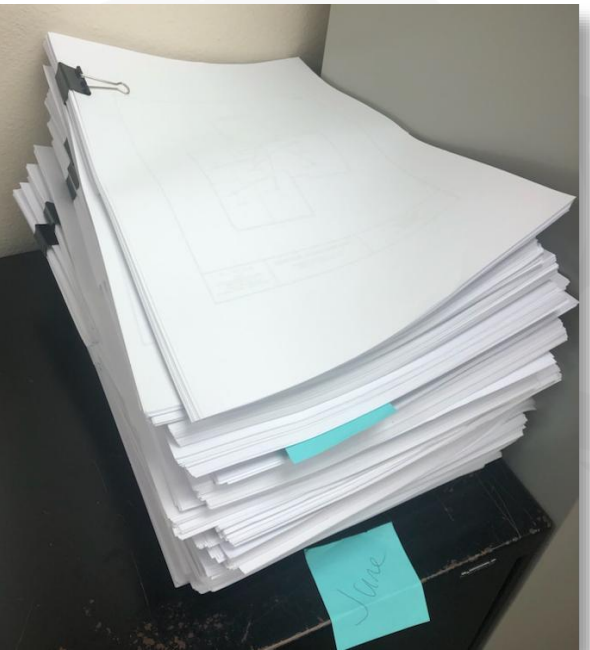
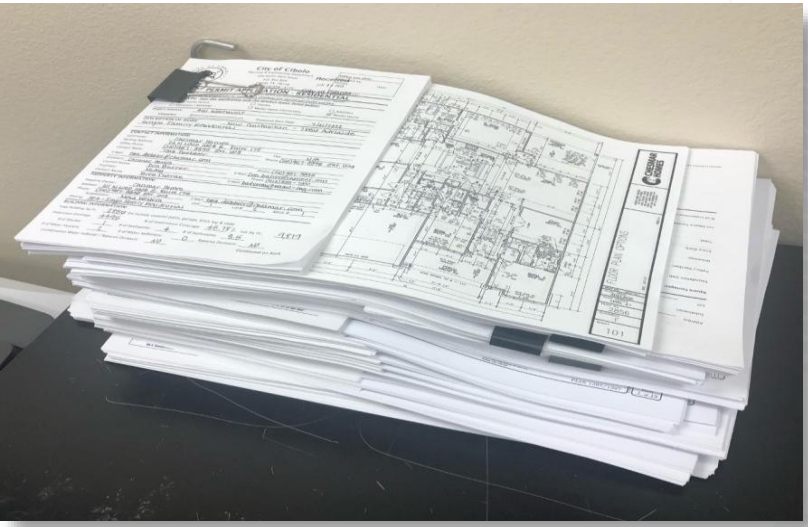
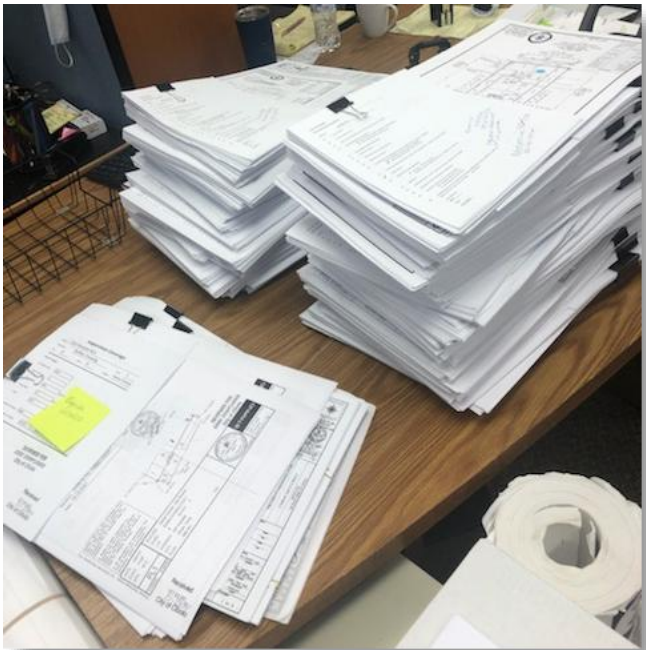
Performance

- Establish Key Performance Indicators for permit intake, plan review, and next-day inspections.
- Consistently met and exceeded established performance metrics throughout transition



Permit Backlog – Single Family

Cibolo Permitting Office, June 2022



Full-Service Implementation October 2022

Go-Live

- October 1, 2022 – BB Inspections began full-service Building Department operations for the City of Cibolo

Expanded Scope

- Assumed all Building Official responsibilities
- Took over permit processing and fee transactions
- Manage front counter operations at City Hall Annex for all Development Services in the building



Team Cibolo Office Staff



Matt Hanson

ICC-Certified Building Official | Plans Examiner |
Combination Inspector



BJ Bealor

Owner | ICC Master Code Professional



Teresa Cook

Executive Assistant



Larisa Bonola

Permit Technician



Inspectors



Josh McCloskey
TSBPE Plumbing Inspector
ICC Certified Inspector



Rebecca Vera
Registered State Sanitarian



Joseph Nevil
TCFP Certified Fire Plan
Review & Inspector



Justin Garcia
TCFP Certified Fire Plan
Review & Inspector



Ellie Martinez
TCFP Certified Fire Plan
Review & Inspector



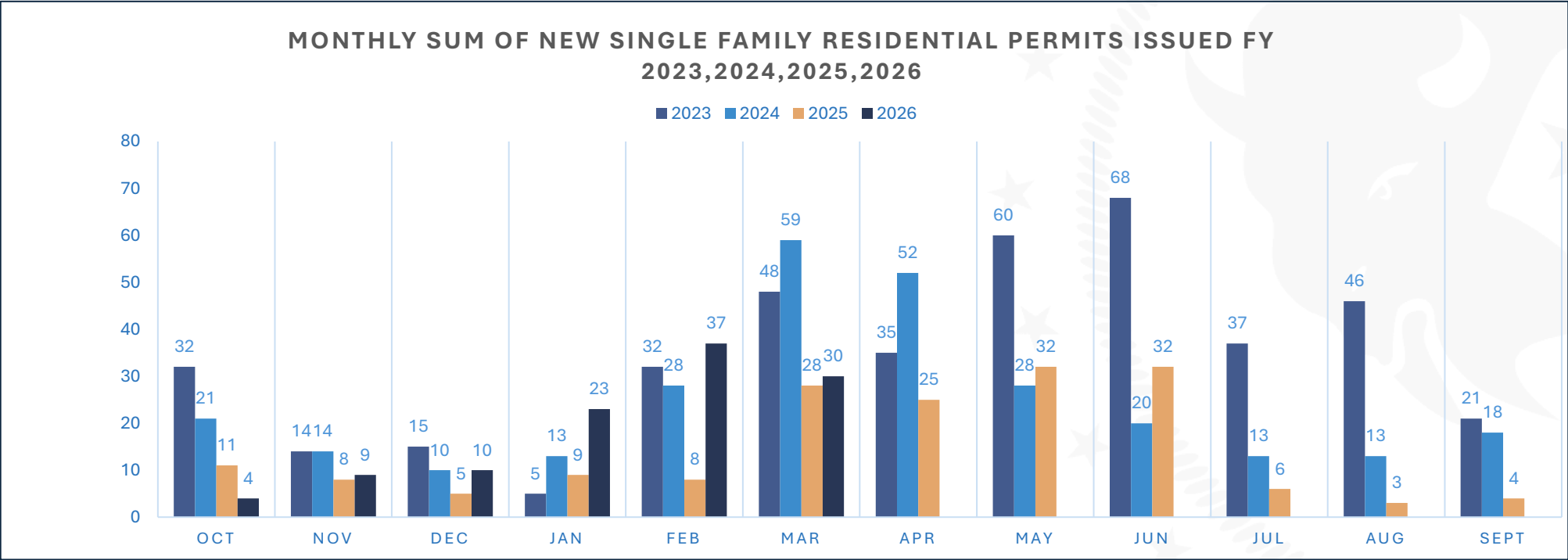
Operational and Customer Service Accomplishments

- Brought transparency to the building review process through shorter and trackable time metrics
- A wider range of certifications, for staff and citizens to utilize
- Improved relationships with contractors and trades through *Codes & Coffee*
- *Next Day Inspections!*
 - (up to 2 weeks wait period previously)
- Transitioned permitting software
- Transitioned to 100% Digital record retention
- Raised the code standard for residential foundation construction (September 2023)
- Updated Cibolo's adopted building codes (January 2024)



Modernizing with MGO Connect

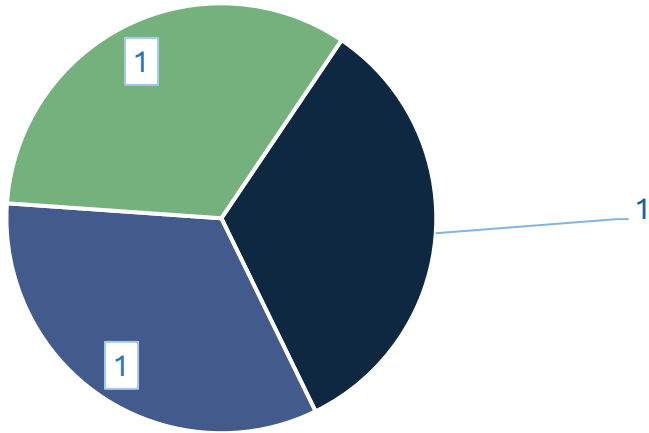
NEW RESIDENTIAL DEVELOPMENT ACTIVITY, FY '23 - FY '26



Key Performance Indicators

March 2026

3rd Time Failed Inspections



■ Plumbing ■ Framing/WRB ■ Rough Electrical

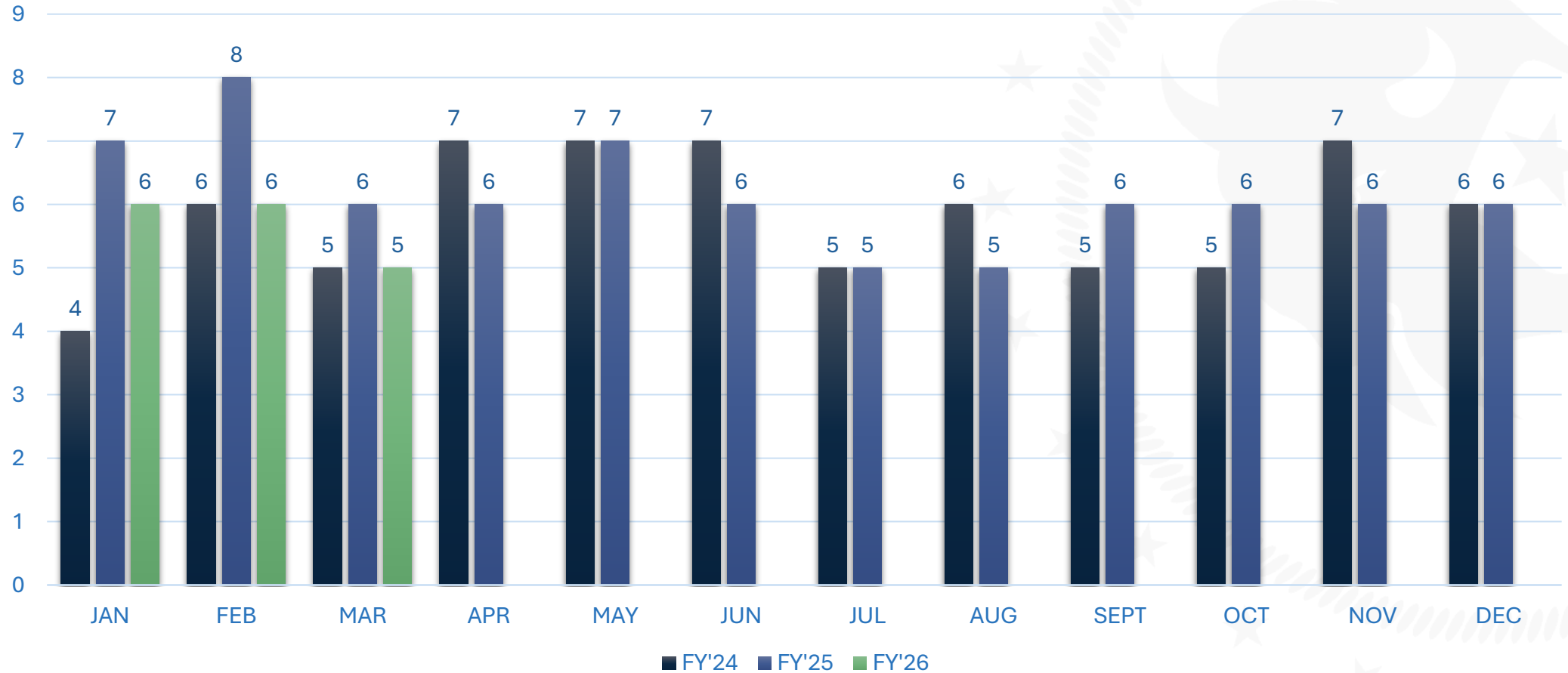
BB Inspection Services, Performance Standards		
Building Inspections		
Next day (deadline to schedule 4:30PM)		
Plan Review Turnaround Times		
Project Type	Initial Review	Re Review
New Single Family Residential	10 Business Days	5 Business Days
Residential Remodel/Improvements	10 Business Days	5 Business Days
Apartments/Multi Family	20 Business Days	10 Business Days
Fire Code Review	15 Business Days	5 Business Days
Commercial Review < \$15M	15 Business Days	5 Business Days
Commercial Review > \$15M	20 Business Days	10 Business Days

Permit Tech Daily Tasks Queue!

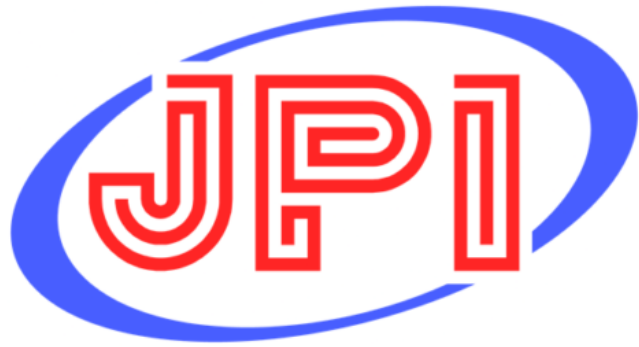


Exceeding Metrics

DAYS TAKEN TO REVIEW NEW HOME APPLICATIONS FY '24-CURRENT



Quarterly Codes and Coffee



Intent

- Initiated January 2023 through today
- Provide a predictable and repeatable venue for builders, contractors, and trades to meet with city staff.
- Increase communication.
- Identify permitting problems and discuss solutions.
- Stay up-to date and increase understanding of code requirements.

Cibolo Health Inspections

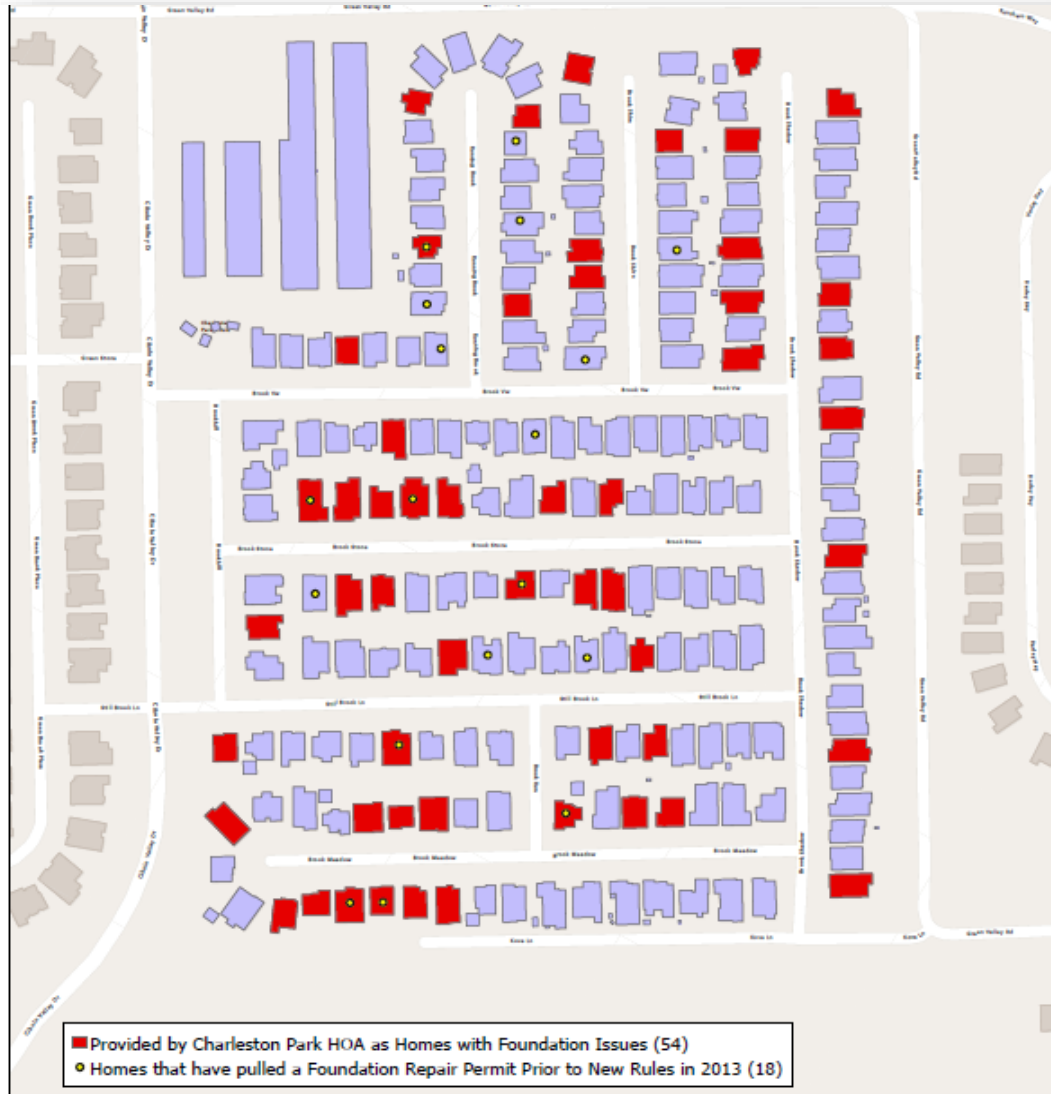
Since assuming the role of Cibolo's *Registered Sanitarian* on October 1, 2025, BB Inspections has improved annual health inspections by:



- Replaced the previous consultant's paper-driven process with digital online permitting.
- Providing instant inspection results to the City and business.
- Automatic renewal reminders sent to businesses each year.
- Providing health inspections at City Events, i.e., Cibolofest.



History of Cibolo Home Foundation Improvements



MYSA

1. eclipse will be in Antonio this
2. Central Texas masterpiece Field of Light opens tonight
3. Nirenberg weighs in on councilman's alleged hit-and-run crash
4. SAPD: Alleged carjacker shot in the head at Northside strip club
5. WATCH: Someone tried to blow up San Antonio's Lenin statue
6. 11 of t S.A. to nacho

BUSINESS

Cibolo residents want their homes bought back

Valentino Lucio
Oct. 19, 2012 | Updated: Oct. 19, 2012 9:17 p.m.

*Charleston Parke Foundation Issue Map

January 2013

Ord. 1037 Signed

1. Deeper Exterior Beams
 - From ~~12~~" to **24" Deep**
2. Lot Specific Geotech Reports
3. Must be Engineered, and Utilizing the Geotech Report

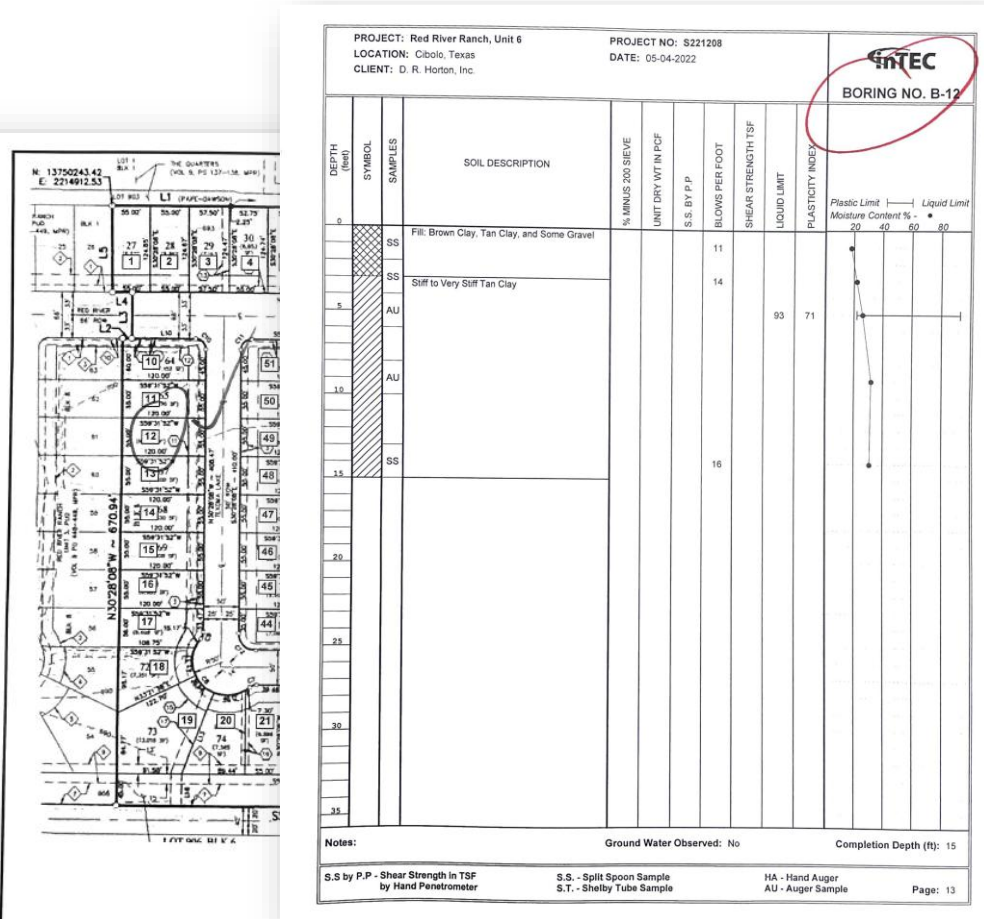
September 2023

Ord. 1409 & 1410 Signed

1. Deeper Exterior beams
 - From 24" to **36" Deep**
2. Thicker Polyethylene Dampproofing
3. Post-Pour Foundation Elevation, Baseline Measurements



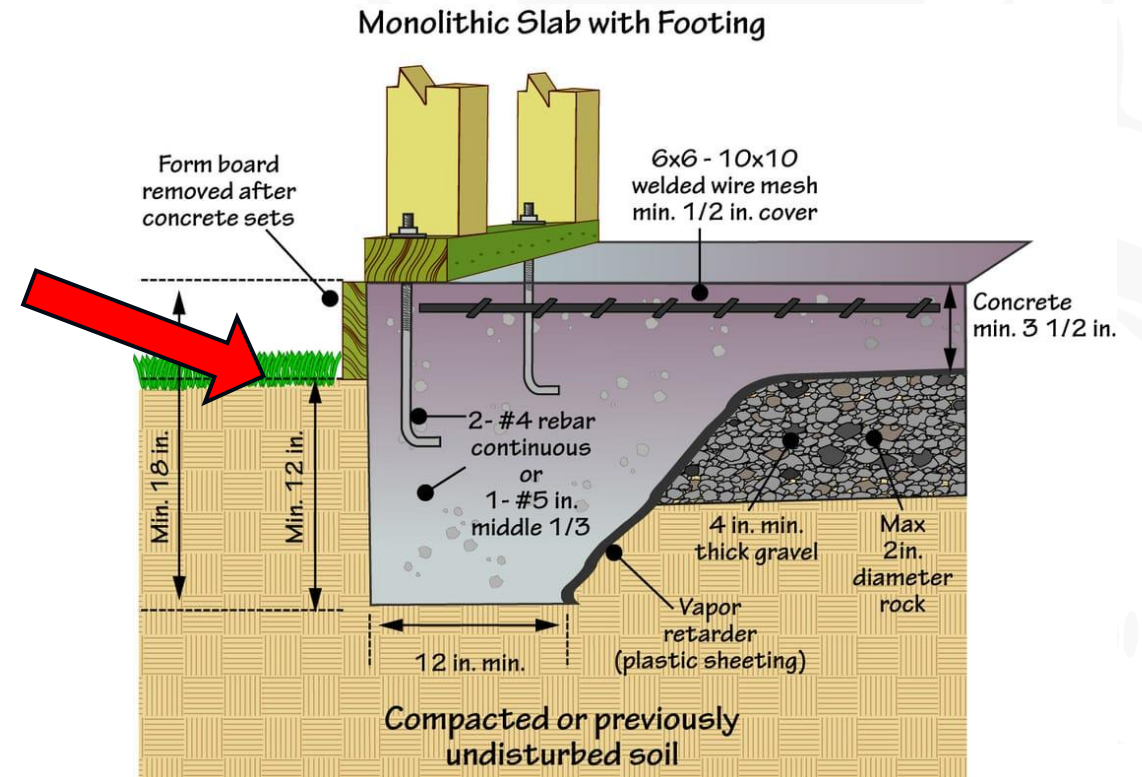
Lot Specific Geotechnical Test

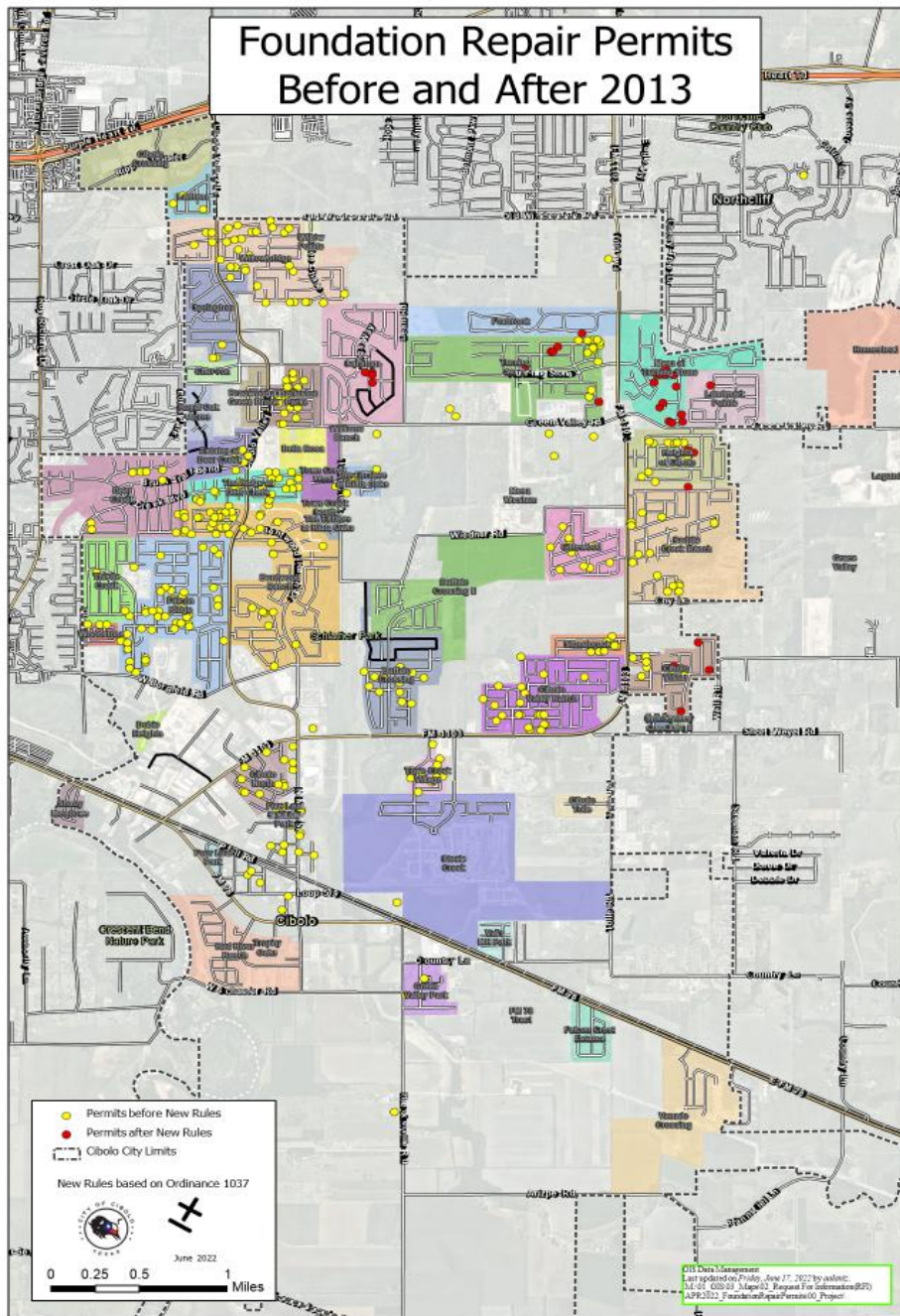


Subsurface Exploration and Foundation Analysis Red River Ranch, Unit 6 Cibolo, Texas		Approximate Boring Locations	
InTEC Project Number: S221208		Date: 05/02/2022	

Increased Foundation Design Depth

Minimum foundation design depth of *Exterior* beams increased.





Foundation Repair Permits (2017-2022)

Number of Foundation Repair Permits Issued (May, 2017 -June, 2022)

Time Period	# of Permits
Pre Ordinance 1037	355
Post Ordinance 1037	33

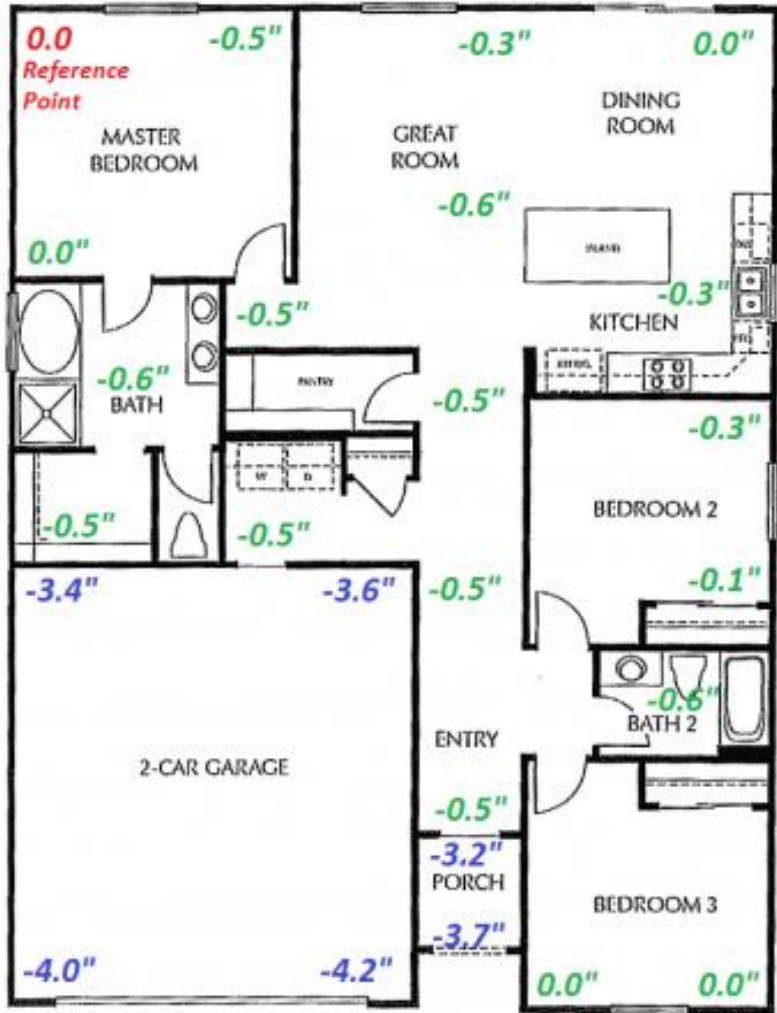
- 91% of all Foundation Repair permits issued were for homes permitted before the adoption of Ordinance 1037 (2013).

Yellow Dot = Pre Ordinance adoption
Red Dot = Post Ordinance adoption

Ord. 1410 Slab Elevations



Foundation Level Survey - 10110



Cibolo and Schertz

How We Compare

Like Cibolo, Schertz requires engineer-stamped foundation plans and lot-specific Geotech reports. However, our deepened beams and slab elevation measurements set us apart.

Schertz Municipal Code:

*All other pier and beam construction shall have a footing designed not less than as allowed for highly expansive soils per the IRC and in no case shall the width of the footing be less than **12 inches** with four #4 bars with #4 stirrups on twelve-inch centers.*

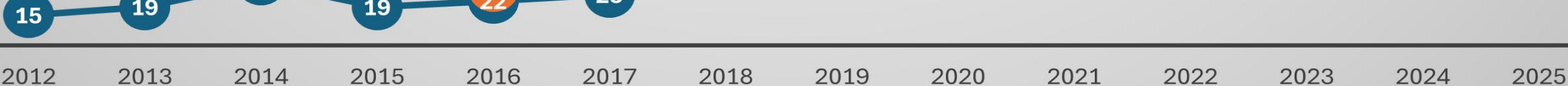


Foundtaion Repairs by Year

CIBOLO SCHERTZ

Ordinances 1409 & 1410 Signed

Ordinance 1037 Signed



The Importance of Building Permits

Work Without Permit!

- Significant life safety risks
- Insurance Voidance
- Personal Liability
- Legal Penalties
- City Fines
- Property Value Impact



*Overlooking Cibolo Valley Drive



Financial Impact

60/40 (BB/Cibolo) Split of Building Permit Fees. Paid from the Development Services Fund.





Conclusion: Our Commitment

- BB Inspection Services is honored to provide full scope Building Department Services for the City of Cibolo.
 - We (BB) see ourselves as an extension of the City and not just a 3rd party contractor.
 - The City's CBO feels like a valued member of the City's Executive Team.
- "Our mission is to protect lives, health, and property while enforcing the adopted codes and ordinances within our community."**



City Council Regular Meeting Staff Report

C. Presentation/Discussion/Direction regarding the recap of the Strategic Management Workshop held on March 28, 2026, including the action items identified during the workshop and the products produced after.

Meeting	Agenda Group
Tuesday, April 28, 2026, 6:30 PM	Staff Update Item: 9C.
From	
Wayne Reed, City Manager	

PRIOR CITY COUNCIL ACTION:

On March 7, 2026 Council held a workshop to perform a Trend Analysis to examine and reflect on the organization and community - what has happened, is happening, and might perhaps happen in a desired future.

BACKGROUND:

On Saturday, March 28, 2026, the City Council attended its annual Strategic Management Workshop led by the City Manager and facilitated by the Executive Staff. The workshop provided a focused opportunity for Council to engage in discussions and provide direction on several key strategic areas:

- **Mayor’s Leadership Philosophy:** The session opened with a discussion on leadership philosophy to set the tone for council’s collaborative objectives.
- **Trend Analysis Recap:** Council reviewed recent Trend Analyses to identify key patterns informing the city’s long-term strategic development.
- **Problem Space to Solution Space:** A dedicated session focused on transitioning from identifying challenges to developing actionable solutions for Stormwater Management. Council was unable to initiate its Growth and Development exercise. This will be scheduled for a later time.
- **2025 Strategic Plan Accomplishments:** Council received an update on the milestones and achievements reached under the previous year’s strategic plan to advance the City Council’s vision.
- **Investments for the Future (CIP):** Staff highlighted the significant progress that has made over the past 5 years with Capital Improvement Projects (CIP) plan with specific focus on Roads, Parks, the Public Safety Facility, the Animal Services Facility, and the South CCN Project.
- **Visioning and Future State:** The workshop concluded with a visioning session to define the City’s future purpose and challenges, alongside a formal kick-off for the upcoming budget cycle.

During each step of the workshop, valuable feedback was provided by Council and captured by the City Manager and Staff. This presentation aims to secure staff direction on the following: approval of all products developed post-workshop, guidance on the newly identified Action Items arising from the workshop discussions, and the Council’s preference on addressing any uncompleted prior workshop items. Council’s priorities will be address during the budget process and prioritized based on funding availability.

All associated attachments (listed on the subsequent page), pending Council approval, will be made accessible to the public on the City’s website under the Council’s section, reinforcing our commitment to enhanced public transparency and awareness within Cibolo.

STAFF RECOMMENDATION:

Staff recommends the approval of the products of the Council's Strategic Management workshop products and posting of these items on the City's website.

FINANCIAL IMPACT:

N/A

SUGGESTED MOTION(S):

I move to approve the products from Council's Strategic Management workshop products and posting of these items on the City's website.

Attachments

[CIP Master Plan \(2\).pdf](#)

[CIP Handout 11x17.pdf](#)

[CIP Handout 8x11.pdf](#)

[CC Presentation - 2026 SMW Recap 2026-04-28.pdf](#)

[Past Present Future Discussion Notes 2026-03-28 SMW.pdf](#)

[Council Workshop Trend Analysis Past Present Future Exercise 2026 - Final.pdf](#)

FY26-30 CIP		FY26		FY27		FY28		FY29		FY30	
DEBT MODEL AS OF	11_26_24	\$	4,050,000	\$	13,095,000	\$	9,500,000	\$	16,000,000		
DEBT MODEL AS OF	5_2_25	\$	4,500,000	\$	9,625,000	\$	7,575,000	\$	21,350,000		\$ 8,955,000
DEBT MODEL AS OF	9_18_25	\$	4,500,000	\$	3,740,000	\$	7,750,000	\$	18,000,000		\$ 6,745,000
FACILITIES	PD AC REPAIR	\$	500,000								
	PD ROOF REPAIR	\$	250,000								
	PD/FIRE RADIO REPLACEMENT	\$	750,000								
CIP PLANNING	WEIDNER RD DESIGN	\$	1,500,000								
ROADS	TRAFFIC SIGNAL IMPROVEMENTS	\$	150,000	FM 1103 PH II LOCAL MATCH	\$ 3,400,000						
	PAVEMENT CONDITION INDEX SURVEY	\$	250,000								
						WEIDNER RD RECONSTRUCTION PH I	\$ 5,000,000	WIEDNER RD RECONSTRUCTION PH II	\$ 5,000,000	WIEDNER RD RECONSTRUCTION PH III	\$ 5,000,000
FLEET	PARKS EQUIPMENT	\$	70,000								
	PAVING MACHINE	\$	280,000								
PARKS	NIEMIETZ	\$	750,000	PARKS	\$ 340,000	PARKS	\$ 660,000	PARKS	\$ 500,000	PARKS	\$ 500,000
TOTALS		\$	4,500,000	\$	3,740,000	\$	5,660,000	\$	5,500,000	\$	5,500,000

CITY OF CIBOLO COMPLETED CIP



CITY OF CIBOLO PROPOSED CIP



FUNDING CITYWIDE INFRASTRUCTURE PROJECTS

GUIDING PRINCIPLES

The City will:

- Focus on most critical projects first including streets, water, wastewater, and safety
- Balanced Funding Sources using pay-as-you-go funding, when possible, and debt that is within the city's tax rate
- Collect and update impact fees to ensure development pays for growth
- Seek grant partnerships to stretch tax dollars further
- Plan for the long term, ensuring projects fit the city's growth & future needs
- Be good stewards of taxpayer dollars by using tax resources efficiently



PAY AS YOU GO (STREET MAINTENANCE TAX)

Facts to consider:

- We can only spend what we collect each year, big projects may take longer
- We don't borrow money, no interest - saves taxpayers money
- A slower economy means less funding, potentially delay or reduce projects
- Prioritize essential projects (i.e. streets, utilities, & public safety needs)

Examples: Royal Troon (Long Lane Repair, Buffalo Crossing (Preservation), Trailhead Parking Area (Parks))

GENERAL (GO) & CERTIFICATES OF OBLIGATION (CO) BONDS

Facts to consider:

- Helps fund important public projects without delay
- Used for essential infrastructure (i.e. streets, utilities & public buildings)
- Paid back through property taxes, which may impact tax rate
- GO approved by voters, CO approved by City Council
- Both backed by the full faith & credit of the City. May impact I&S portion of the tax rate

CO Examples:

Dean Road, Bolton Road, Lower Seguin Road, Deer Creek Blvd, Town Creek Road

GO Examples:

Fire Station #4, Public Works Building Expansion, Animal Services Facility



DEVELOPMENT IMPACT FEES

Facts to consider:

- Development impact fees ensure that new growth contributes fairly to the cost of the infrastructure needed to support it
- Impact fees fund essential infrastructure projects, like roads, water, and wastewater systems that accommodate expanding communities

GRANTS & PARTNERSHIPS

Federal, State & Local resources that offer opportunities for funding infrastructure & parks projects:

- State & Local Fiscal Recover funds under ARPA
- Texas Parks & Wildlife
- GVEC - Power Up Grant



STREET REHABILITATION TREATMENTS



Since 2022, the City of Cibolo has made major progress in improving our roads by reconstructing nine streets (30 lane miles) through the Capital Improvement Program (CIP). In addition to these projects, the Public Works Department is also working hard to maintain and repair roads in-house, helping to extend their life and improve driving conditions across the city. These combined efforts will ensure our roads stay in better shape for years to come, with a focus on long-term improvements over the next five years.

MILL & OVERLAY

Removes and replaces the top layer of pavement for a smoother, safer surface; funded through the City's 5-Year CIP.

RECONSTRUCTION

Rebuilds the road from the ground up to restore strength and durability; funded through the City's 5-Year CIP.

LONG LANE REPAIRS

Targets and repairs specific damaged areas to improve road conditions without full reconstruction; funded through the Street Maintenance Tax.

PAVEMENT PRESERVATION

Includes treatments like micro-surfacing, pothole repair, and crack sealing to extend the life of roads and prevent further damage; funded through the Street Maintenance Tax.





STRATEGIC MANAGEMENT WORKSHOP (SMW) - RECAP

March 28, 2026

The Future Starts Here & Now

City Council Meeting
April 28, 2026



VISION INSPIRED, MISSION FOCUSED, VALUES DRIVEN, & PERFORMANCE BASED



OVERVIEW

- Guidance From Council – Questions to Consider
- Mayor’s Leadership Philosophy
- Why Was This Workshop Important?
- Strategic Management Workshop – Agenda
- Trend Analysis
- Problem Space to Solution Space
- 5 Year CIP
- Plus/Delta Exercise
- Next Steps
- Guidance From Council – Asking for Direction





GUIDANCE FROM COUNCIL

Staff is asking for direction from Council on the following items:

1. Does Council approve the documentation from the Strategic Management Workshop?
2. Does Council approve the suggested Action Items to be added to the next revision of the Strategic Plan?
3. Does Council support further exploring the items identified during the SMW that have a FY27 Budget impact during the Budget workshops?



Mayor's Leadership Philosophy

Mayor Latimer's leadership philosophy is built upon three core pillars designed to foster organizational health: the "Speed of Trust," strategy clarity, and "win-win" thinking. Drawing inspiration from Stephen Covey, she emphasizes that high trust between Council members and staff is foundational to productive dialogue and high-quality service. This vision is supported by a diverse set of Council values, ranging from Mr. McGlothin's focus on team buy-in and Mrs. Sanchez's commitment to integrity and courageous advocacy, to Mrs. Cunningham's emphasis on listening to understand. Collectively, the Council seeks a balance between mission-focused ideation and a unified group identity that values professional staff input.

To ensure these values translate into effective governance, the Mayor has established strict guidelines of decorum and strategic alignment for all public sessions. Mutual respect is mandatory, with a "no interruption" policy and specific protocols for factual rebuttals through points of privilege. Central to this framework is the requirement that all actions be filtered through the City's Strategic Plan rather than personal intent. By focusing on unity of purpose and working closely with the City Manager to align new initiatives with the established plan, the Council aims to maintain a professional environment dedicated to delivering quality results for the community.



WHY WAS THIS WORKSHOP IMPORTANT?

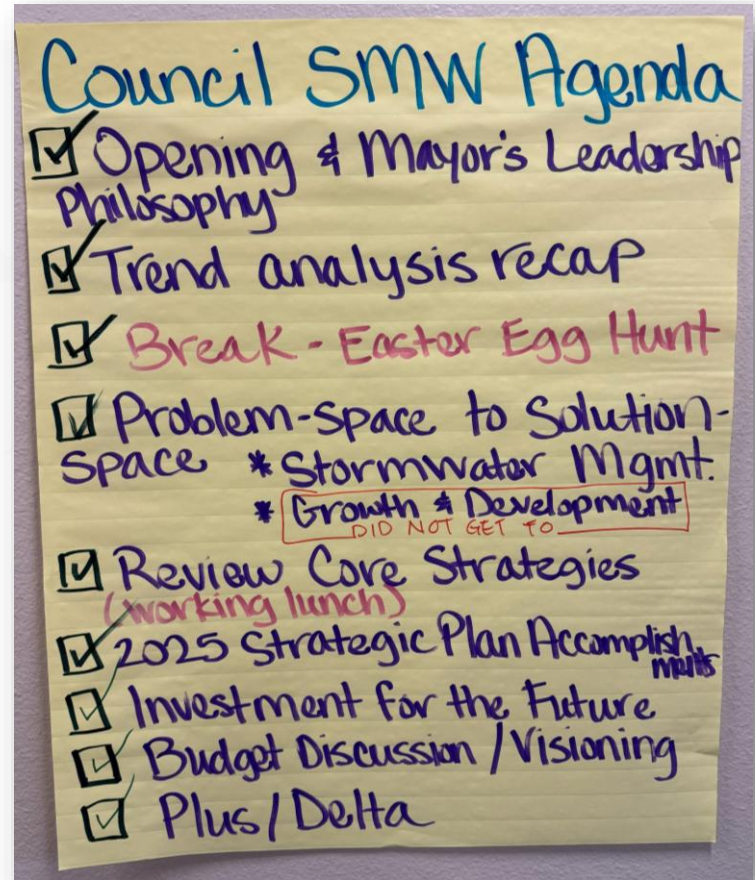
1. It helps reinforce Council's Vision, Strategies, and Goals.
2. It helps with responding to, and taking advantage of, the constantly changing environment to ensure Cibola moves the needle towards its aspiration, its **VISION**.
3. Allows staff to focus energy and resources across the year to implement **ACTIONS**.
4. It is a way to foster positive, productive, and professional working relationships between City Council members and City Staff leadership.
5. It helps shape and guide what an organization **is**, **who** it serves, **what** it does, and **why** it does certain activities...**FOCUS ON THE FUTURE**.



STRATEGIC MANAGEMENT WORKSHOP - RECAP

Workshop Agenda – Saturday, March 28, 2026

- Mayor's Leadership Philosophy
- Trend Analysis Recap
- Problem Space to Solution Space
 - Stormwater Management
 - Growth & Development
- Review Core Strategies
- 2025 Strategic Plan Accomplishments
- Investment for the Future
- Budget Discussion (Kick-Off)
- Plus/Delta





SWOT Trend Analysis – Past, Present, Future

PAST		PRESENT		FUTURE	
<i>Accomplishments</i>	<i>Setbacks</i>	<i>Strengths</i>	<i>Weaknesses</i>	<i>Risk</i>	<i>Opportunities</i>
<i>As illustrated by:</i>		<i>As illustrated by:</i>		<i>As illustrated by:</i>	
<ul style="list-style-type: none"> • Facility Expansion • Programs/Plans • Infrastructure Progress • Economic Expansion • Grant Writer • Commercial Development • Senior Program • Youth Council Summit • CSO Transition • Increased Committee Applications • Increase of Council Subcommittees 	<ul style="list-style-type: none"> • Public Communication • Development Challenges • Fiscal \$\$ • Balance (oversite) • Stalled progress in 26 actions of the Council Strategic Plan/Report • Short Staffed • ETJ Development • Technology Issues • FM1103 Traffic due to construction 	<ul style="list-style-type: none"> • Planned Growth • Ceremonial Roles • Staff Services • CIP Progress • FM1103 Progress • TxDOT Relationship Improvement • PIA Improvement • Youth Council • EDC Group 	<ul style="list-style-type: none"> • Partnerships • Infrastructure • Lack of Communication • Policy • Resident Engagement • Economic Development • Storm Water • Limited Budget • Sour Reputation • Website • Council Email • UDC timeline • Pavement Study for Streets Plan • Citizen/Developer Responsiveness • Lack of High Paying Jobs 	<ul style="list-style-type: none"> • Transparent Communication • Drainage Safety • Growth • E.D. • Revenue • Job Description for Council member “Leadership.....expectations” • Trust • <u>Council Behavior</u> • Railroad Crossings • Treating Others with Respect • Communication (Residents, Council, Staff) • Texas Legislation (Property Tax) 	<ul style="list-style-type: none"> • Smart Growth • Legislative Opportunities for growth • Expansion Opportunities • Corridor Opportunities • Engage (tools) • E.D. Support for Existing • Commercial Variety
<p>Updated: March 28, 2026</p>					



SWOT Trend Analysis – Past, Present, Future

Past

Accomplishments:

Focused on tangible expansion and infrastructure, the city successfully improved commercial development, senior and youth programming, and grant acquisition. Internal gains were made through increased committee applications and a smooth CSO transition.

Setbacks:

Historical challenges centered on communication gaps and staffing shortages. External factors, like construction-related traffic (FM 1103) and ETJ development hurdles, combined with fiscal constraints, led to stalled progress on several Council Strategic Plan actions.



SWOT Trend Analysis – Past, Present, Future

Present

Strengths:

The city is currently excelling in relationship management and process improvements, specifically with TxDOT and the Economic Development Corporation (EDC). Planned growth, staff services, and CIP progress serve as the current pillars of stability.

Weaknesses:

Operational friction exists due to a lack of cohesive communication and policy gaps. Key areas needing attention include the city's website, resident engagement, and the need for a comprehensive pavement study to address infrastructure concerns.



SWOT Trend Analysis – Past, Present, Future

Future

Risks:

Upcoming threats are primarily interpersonal and legislative. Concerns regarding Council behavior, public trust, and upcoming Texas Property Tax legislation are high, alongside physical risks like drainage safety and railroad crossings.

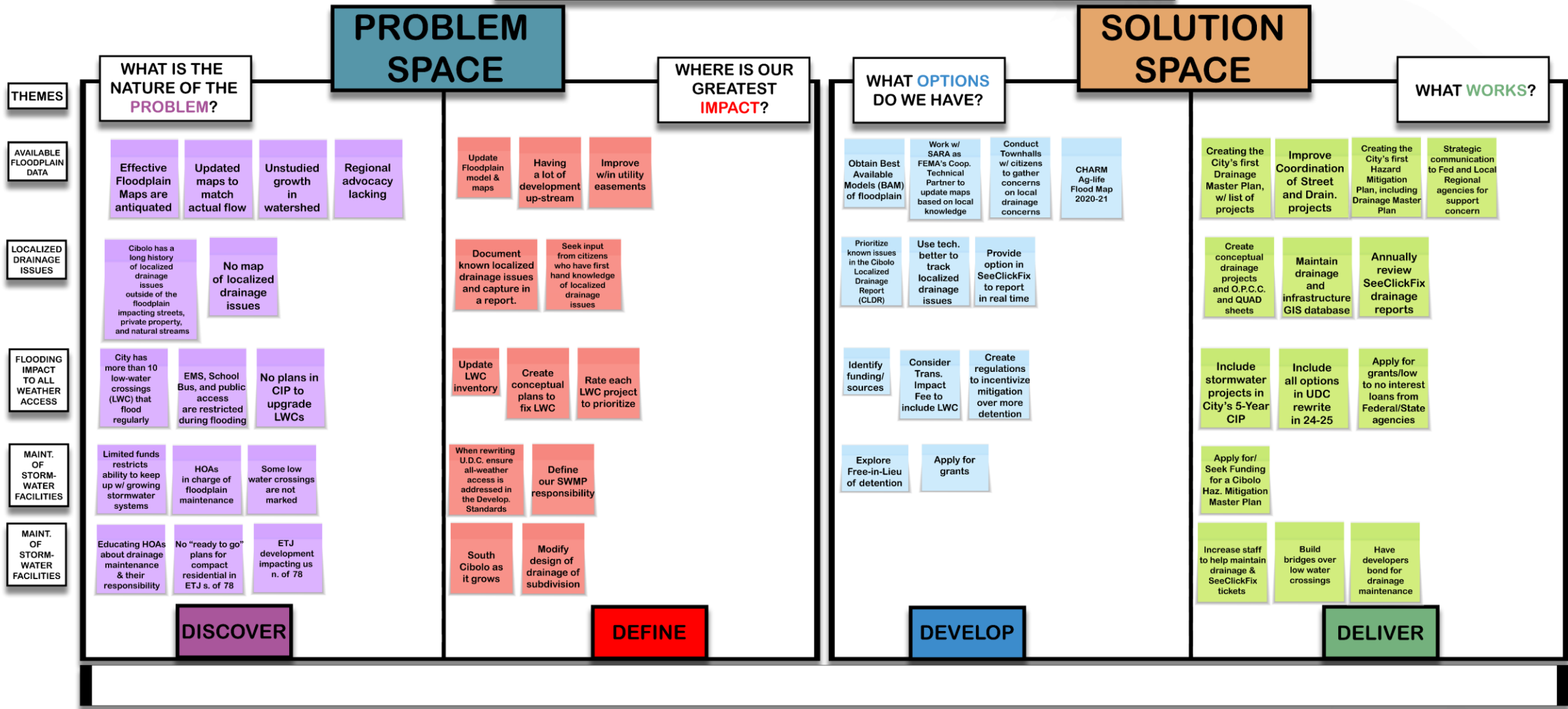
Opportunities:

The horizon shows significant potential for diversified economic growth. By leveraging legislative opportunities and "Smart Growth" strategies, the City can enhance commercial variety and utilize new tools to better engage the community.



Problem Space to Solution Space

STORMWATER MGMT





Problem Space to Solution Space – What Works

STORMWATER MGMT

PROBLEM SPACE

SOLUTION SPACE

WHAT IS THE NATURE OF THE PROBLEM?

WHERE IS OUR GREATEST IMPACT?

WHAT OPTIONS DO WE HAVE?

WHAT WORKS?

THEMES

AVAILABLE FLOODPLAIN DATA

LOCALIZED DRAINAGE ISSUES

FLOODING IMPACT TO ALL WEATHER ACCESS

MAINT. OF STORM-WATER FACILITIES

MAINT. OF STORM-WATER FACILITIES

Available Floodplain Data

- Creating the City First Drainage Master Plan w/list of projects
- Improve Coordination of Street and Drainage Projects
- Creating the City's first Hazard Mitigation Plan, including DMP
- Strategic communication to Fed and Local agencies for support concern

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- Improve Coordination of Street and Drain. projects
- Creating the City's first Hazard Mitigation Plan, including Drainage Master Plan
- Strategic communication to Fed and Local Regional agencies for support concern

- Create conceptual drainage projects and O.P.C.C. and QUAD sheets
- Maintain drainage and infrastructure GIS database
- Annually review SeeClickFix drainage reports

- Include stormwater projects in City's 5-Year CIP
- Include all options in UDC rewrite in 24-25
- Apply for grants/low to no interest loans from Federal/State agencies

Apply for/ Seek Funding for a Cibolo Haz. Mitigation Master Plan

- Increase staff to help maintain drainage & SeeClickFix tickets
- Build bridges over low water crossings
- Have developers bond for drainage maintenance

DELIVER



Problem Space to Solution Space – What Works

STORMWATER MGMT

PROBLEM SPACE

SOLUTION SPACE

WHAT IS THE NATURE OF THE PROBLEM?

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AVAILABLE FLOODPLAIN DATA

LOCALIZED DRAINAGE ISSUES

FLOODING IMPACT TO ALL WEATHER ACCESS

MAINT. OF STORM-WATER FACILITIES

MAINT. OF STORM-WATER FACILITIES

Localized Drainage Issues

- Create conceptual drainage projects and O.P.C.C. and Quad sheets
- Maintain drainage and infrastructure GIS database
- Annually review SeeClickFix drainage reports

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DELIVER



Problem Space to Solution Space – What Works

STORMWATER MGMT

PROBLEM SPACE

SOLUTION SPACE

WHAT IS THE NATURE OF THE PROBLEM?

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WHAT OPTIONS DO WE HAVE?

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THEMES

AVAILABLE FLOODPLAIN DATA

LOCALIZED DRAINAGE ISSUES

FLOODING IMPACT TO ALL WEATHER ACCESS

MAINT. OF STORM-WATER FACILITIES

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Flooding Impact to All Weather Access

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Annually review SeeClickFix drainage reports

Include stormwater projects in City's 5-Year CIP

Include all options in UDC rewrite in 24-25

Apply for grants/low to no interest loans from Federal/State agencies

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Increase staff to help maintain drainage & SeeClickFix tickets

Build bridges over low water crossings

Have developers bond for drainage maintenance

DELIVER



Problem Space to Solution Space – What Works

STORMWATER MGMT

PROBLEM SPACE

SOLUTION SPACE

WHAT IS THE NATURE OF THE

WHERE IS OUR GREATEST

WHAT OPTIONS DO WE HAVE?

WHAT WORKS?

THEMES

AVAILABLE FLOODPLAIN DATA

LOCALIZED DRAINAGE ISSUES

FLOODING IMPACT TO ALL WEATHER ACCESS

MAINT. OF STORM-WATER FACILITIES

MAINT. OF STORM-WATER FACILITIES

Maint. Of Stormwater Facilities

- Apply for/seek funding for a Cibolo Hazardous Mitigation Maser Plan
- Increase staff to help maintain drainage & SeeClickFix tickets
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Creating the City's first Drainage Master Plan, w/ list of projects

Improve Coordination of Street and Drain. projects

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Include stormwater projects in City's 5-Year CIP

Include all options in UDC rewrite in 24-25

Apply for grants/low to no interest loans from Federal/State agencies

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Increase staff to help maintain drainage & SeeClickFix tickets

Build bridges over low water crossings

Have developers bond for drainage maintenance

DELIVER



Operations – CIP

FY26-30 CIP		FY26		FY27		FY28		FY29		FY30					
DEBT MODEL AS OF	11 26 24	\$	4,050,000	\$	13,095,000	\$	9,500,000	\$	16,000,000						
DEBT MODEL AS OF	5 2 25	\$	4,500,000	\$	9,625,000	\$	7,575,000	\$	21,350,000	\$	8,955,000				
DEBT MODEL AS OF	9 18 25	\$	4,500,000	\$	3,740,000	\$	7,750,000	\$	18,000,000	\$	6,745,000				
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CIP PLANNING	WEIDNER RD DESIGN	\$	1,500,000												
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TOTALS		\$	4,500,000	\$	3,740,000	\$	5,660,000	\$	5,500,000	\$	5,500,000				



Operations – Solid Waste Franchise Update

- City Council is already moving forward to implement the FY26 CIP Projects
- On April 28th City Council is approving a financing plan for 4.5M in CIP Improvements

FY26-30 CIP		FY26	
DEBT MODEL AS OF	11 26 24		\$ 4,050,000
DEBT MODEL AS OF	5 2 25		\$ 4,500,000
DEBT MODEL AS OF	9 18 25		\$ 4,500,000
FACILITIES		PD AC REPAIR	\$ 500,000
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		PD/FIRE RADIO REPLACEMENT	\$ 750,000
CIP PLANNING		WEIDNER RD DESIGN	\$ 1,500,000
ROADS		TRAFFIC SIGNAL IMPROVEMENTS	\$ 150,000
		PAVEMENT CONDITION INDEX SURVEY	\$ 250,000
FLEET		PARKS EQUIPMENT	\$ 70,000
		PAVING MACHINE	\$ 280,000
PARKS		NIEMIETZ	\$ 750,000
TOTALS			\$ 4,500,000

PLUS/DELTA EXERCISE

Plus

- Bringing cohesiveness... ideas
- Interaction w/ E-team & presentations
- Green card exercise
- Overall concept Problem → Solution
- CIP overview & discussion
- Very informative... good info/mat'l
- Consistently working on Strategic Mgmt.

Delta

- " - More time... to discuss Growth & Development
- Perform an overview on the Initiatives under Core Strategies and the goals
- Time to discuss measures (lead/tag)
- " - Identify a) Staff presentation time & b) discussion time. TIME MGMT
- Hear from staff that are reporting to E-Team, i.e. superintendents, "Boots on Ground"... how we implement



PLUS/DELTA EXERCISE

Plus+: What worked well today? What provided value to help you focus on the future? What can we build on?

- Bringing cohesiveness through ideas
- Interaction with Executive Team & Presentations
- Accomplishments (Green Card) Exercise
- Overall concept with Problem Space to Solution Space
- Very informative with good information and materials
- Consistently working on Strategic Management

Delta Δ: What can be done better or differently to help you focus on the future?

- More time to discuss Growth and Development
- Perform an overview on the initiatives under Core Strategies and the goals
- Time to discuss measures (lead/lag)
- Identify a) staff presentation time & b) discussion time
- Hear from staff that are reporting to the Executive Team (boots on the ground) on how we implement



ACTION ITEMS

- City Council presentation and communications plan to guide the City's resources including a focus on resident engagement
- Prepare a City Presentation on ways in which we can have industry-specific conversations inviting local businesses to the table
- Conduct a joint workshop between City Council and the CEDC
- Amend the DCM
- Move forward with FY26 \$4.5M CIP
- Schedule time for CC to work on Growth & Development Problem Space to Solution Space



NEXT STEPS

1. (Dependent on direction) All items produced for, and from, this workshop will be added to the City's website under the Council's page for future reference and additional transparency.
2. (Dependent on direction) Follow up on all items identified during the workshop and summarized during this presentation.
3. Incorporate the feedback (Plus/Delta) for improvement to the workshop next SMW.



NEXT STEPS

Staff recommends the following dates for the Council's 2027 Strategic Management Workshop:

1. Saturday, Feb 27, 2027
2. Saturday, March 6, 2027
3. Saturday, March 20, 2027

NOTE: SCUCISD Spring Break is the week of March 8th – 12th and Good Friday & Easter Holiday is March 26 and March 29, 2027



“All organizations are perfectly designed to get the results they are now getting. If we want different results, we must change the way we do things” – Tom Northup

“Strategic leaders are concerned about fulfilling today’s expectations, while caring deeply about defining and focusing on a future agenda that hones in on the few things that really matter. Defining a long-term vision for your team helps you allocate scarce resources wisely and channel the collective effort of the team. This prepares you to seize opportunities, head off threats, and achieve better results down the road.” [The Art of Strategic Leadership](#)



GUIDANCE FROM COUNCIL

Staff is asking for direction from Council on the following items:

1. Does Council approve the documentation from the Strategic Management Workshop?
2. Does Council approve the suggested Action Items to be added to the next revision of the Strategic Plan?
3. Does Council support further exploring the items identified during the SMW that have a FY27 Budget impact during the Budget workshops?

Meeting Notes: Past, Present, Future

Date: March 28, 2026

Communication & Transparency

- **Discussion Lead:** Councilwoman Brown
- **Opinion:** We need to evaluate how to move towards more transparent communication
- **Focus:** Strengthening public communication and transparency.
- **Historical Context:** Reference to a 20-page document created by Cunningham in 2017 regarding this topic.
- **ACTION:** City Council (CC) presentation and communications plan to guide the City's resources including a focus on resident engagement.

Economic Development (E.D.)

- **Discussion Lead:** Mayor
- **Strategic Direction:** Strengthen Economic Development conversations and industry-specific business via the "conversation engine" of the Chambers.
- **Data Strategy:** Use robust, fact-based data to drive decisions; the city should utilize its own data rather than relying on developers.
- **Opinion:** Some of Council expressed housing does not pay for itself.
- **Local Focus:** Strategies must be Cibolo specific.
- **ACTION:** Prepare a City Council (CC) presentation on this topic.
- **ACTION:** Conduct a joint workshop between City Council (CC) and the CEDC.

Standards & Infrastructure

- **Discussion Lead:** Councilwoman Sanchez-Stephens.
- **Concerns:** Concerns were raised regarding standards and expectations when standards are not met.
- **Drainage & Streets:** Discussions centered on drainage criteria and concrete streets.

- **Opinion:** Consider revising the street drainage slope in the DCM (Design Criteria Manual).
- **ACTION:** Amend the DCM.

Success & Storytelling

- **Strategy:** Focus on "telling the story" and highlighting small wins.
- **Approach:** Use a hybrid model to discuss what has been done and celebrate "WINS".

Council Workshop – Trend Analysis
Council Chambers
03/28/2026

PAST		PRESENT		FUTURE	
<i>Accomplishments</i>	<i>Setbacks</i>	<i>Strengths</i>	<i>Weaknesses</i>	<i>Risk</i>	<i>Opportunities</i>
<i>As illustrated by:</i>		<i>As illustrated by:</i>		<i>As illustrated by:</i>	
<ul style="list-style-type: none"> • Facility Expansion • Programs/Plans • Infrastructure Progress • Economic Expansion • Grant Writer • Commercial Development • Senior Program • Youth Council Summitt • CSO Transition • Increased Committee Applications • Increase of Council Subcommittees 	<ul style="list-style-type: none"> • Public Communication • Development Challenges • Fiscal \$\$ • Balance (oversite) • Stalled progress in 26 actions of the Council Strategic Plan/Report • Short Staffed • ETJ Development • Technology Issues • FM1103 Traffic due to construction 	<ul style="list-style-type: none"> • Planned Growth • Ceremonial Roles • Staff Services • CIP Progress • FM1103 Progress • TxDOT Relationship Improvement • PIA Improvement • Youth Council • EDC Group 	<ul style="list-style-type: none"> • Partnerships • Infrastructure • Lack of Communication • Policy • Resident Engagement • Economic Development • Storm Water • Limited Budget • Sour Reputation • Website • Council Email • UDC timeline • Pavement Study for Streets Plan • Citizen/Developer Responsiveness • Lack of High Paying Jobs 	<ul style="list-style-type: none"> • Transparent Communication • Drainage Safety • Growth • E.D. • Revenue • Job Description for Council member “Leadership.....expectations” • Trust • Council Behavior • Railroad Crossings • Treating Others with Respect • Communication (Residents, Council, Staff) • Texas Legislation (Property Tax) 	<ul style="list-style-type: none"> • Smart Growth • Legislative Opportunities for growth • Expansion Opportunities • Corridor Opportunities • Engage (tools) • E.D. Support for Existing • Commercial Variety

Participants: Mayor Latimer, Council Members McGlothlin, R. Roberts, M-E. Patterson, K. Cunningham, N. Sanchez-Stephens, D. Roberts, and S. Brown
Facilitated By: City Manager’s Office



City Council Regular Meeting Staff Report

D. Quarterly Report on the use of See Click Fix (Mr. Beekman)

Meeting	Agenda Group
Tuesday, April 28, 2026, 6:30 PM	Staff Update Item: 9D.
From	
Tracy Beekman, Information Services Director	

PRIOR CITY COUNCIL ACTION:

N/A

BACKGROUND:

Quarterly report usage data from the See Click Fix platform.

STAFF RECOMMENDATION:

N/A

FINANCIAL IMPACT:

N/A

MOTION(S):

N/A

Attachments

[TicketsOpened.pdf](#)

[AcknowledgedInPeriod.pdf](#)

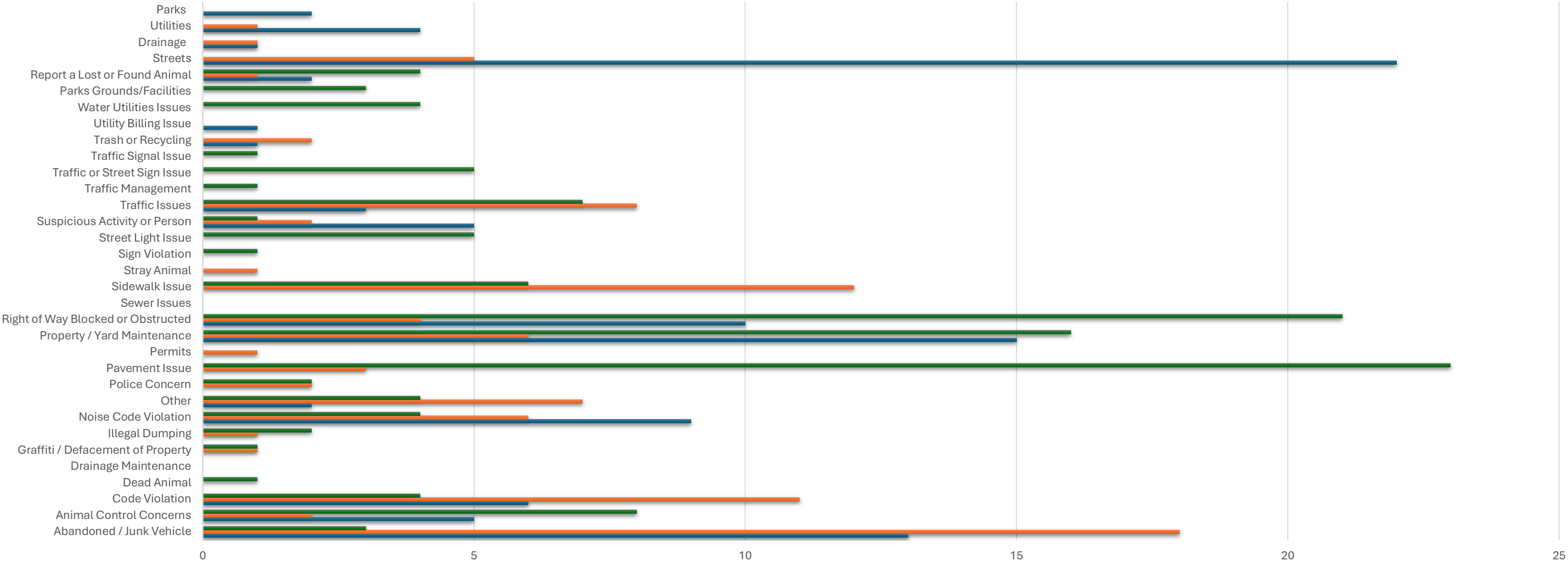
[TicketsClosed.pdf](#)

[AvgDaystoAcknowledge.pdf](#)

[AvgDaystoClose.pdf](#)

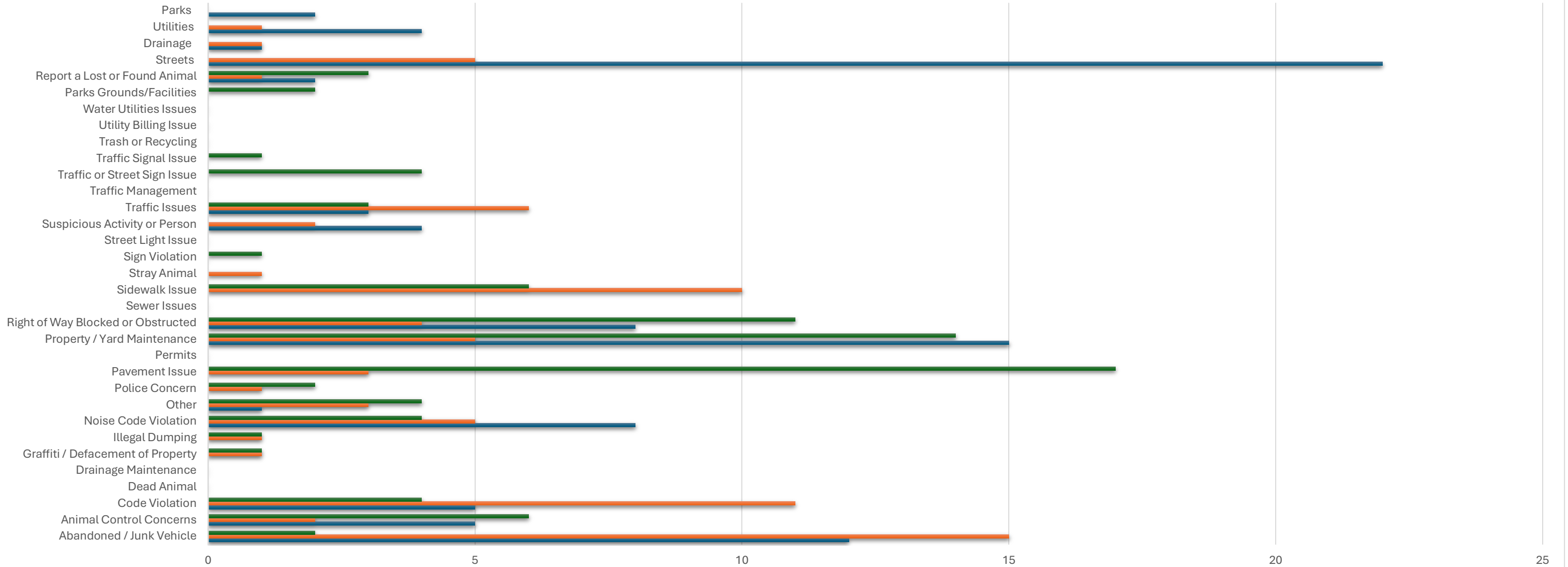
[CurrentlyOpen.pdf](#)

Tickets Opened



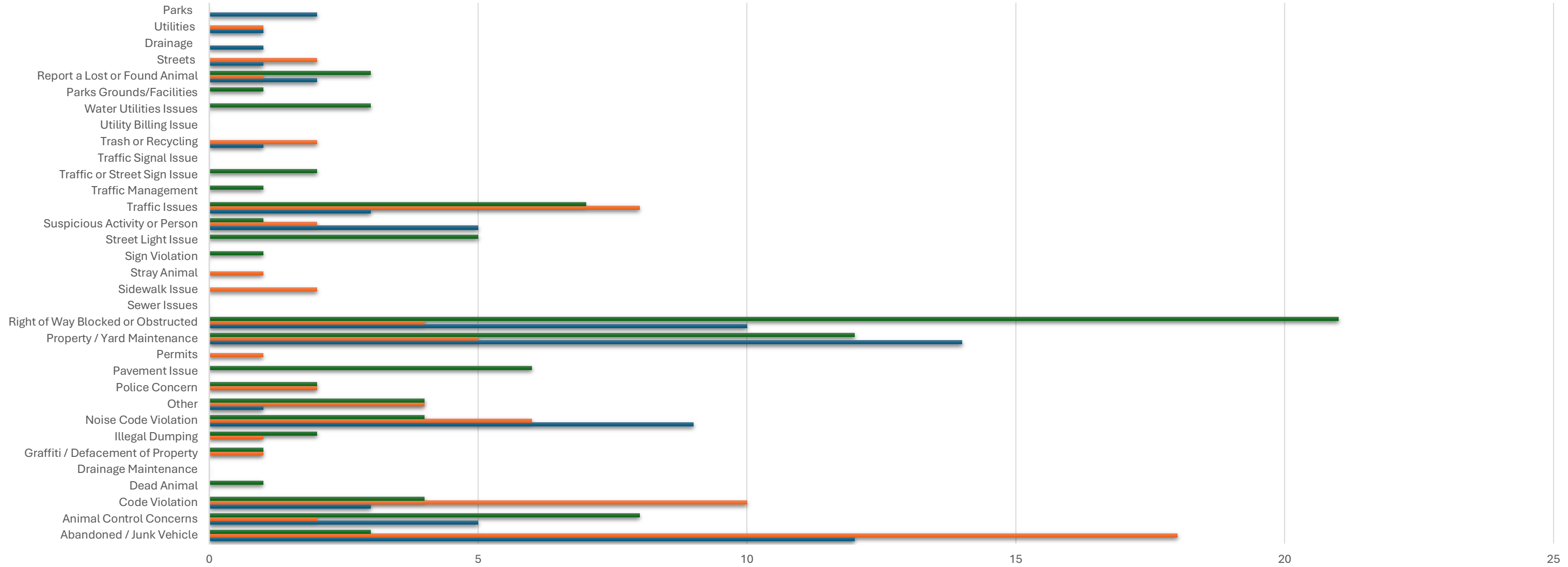
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■ January	3	8	4	1	0	1	2	4	4	2	23	0	16	21	0	6	0	1	5	1	7	1	5	1	0	0	4	3	4	0	0	0	0
■ February	18	2	11	0	0	1	1	6	7	2	3	1	6	4	0	12	1	0	0	2	8	0	0	0	2	0	0	0	1	5	1	1	0
■ March	13	5	6	0	0	0	0	9	2	0	0	0	15	10	0	0	0	0	0	5	3	0	0	0	1	1	0	0	2	22	1	4	2

Acknowledged In Period



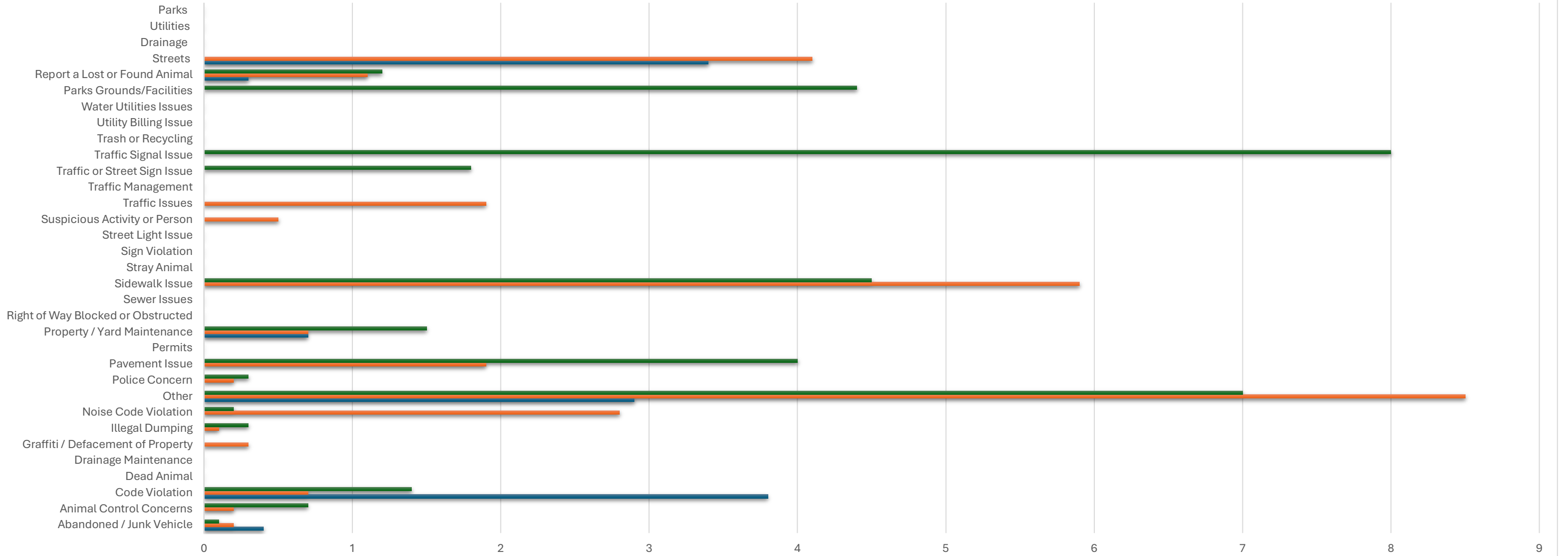
	Abandoned / Junk Vehicle	Animal Control Concerns	Code Violation	Dead Animal	Drainage Maintenance	Graffiti / Defacement of Property	Illegal Dumping	Noise Code Violation	Other	Police Concern	Pavement Issue	Permits	Property / Yard Maintenance	Right of Way Blocked or Obstructed	Sewer Issues	Sidewalk Issue	Stray Animal	Sign Violation	Street Light Issue	Suspicious Activity or Person	Traffic Issues	Traffic Management	Traffic or Street Sign Issue	Traffic Signal Issue	Trash or Recycling	Utility Billing Issue	Water Utilities Issues	Parks Grounds/Facilities	Report a Lost or Found Animal	Streets	Drainage	Utilities	Parks
■ January	2	6	4	0	0	1	1	4	4	2	17	0	14	11	0	6	0	1	0	0	3	0	4	1	0	0	0	2	3	0	0	0	0
■ February	15	2	11	0	0	1	1	5	3	1	3	0	5	4	0	10	1	0	0	2	6	0	0	0	0	0	0	0	1	5	1	1	0
■ March	12	5	5	0	0	0	0	8	1	0	0	0	15	8	0	0	0	0	0	4	3	0	0	0	0	0	0	2	22	1	4	2	

Ticket Closed



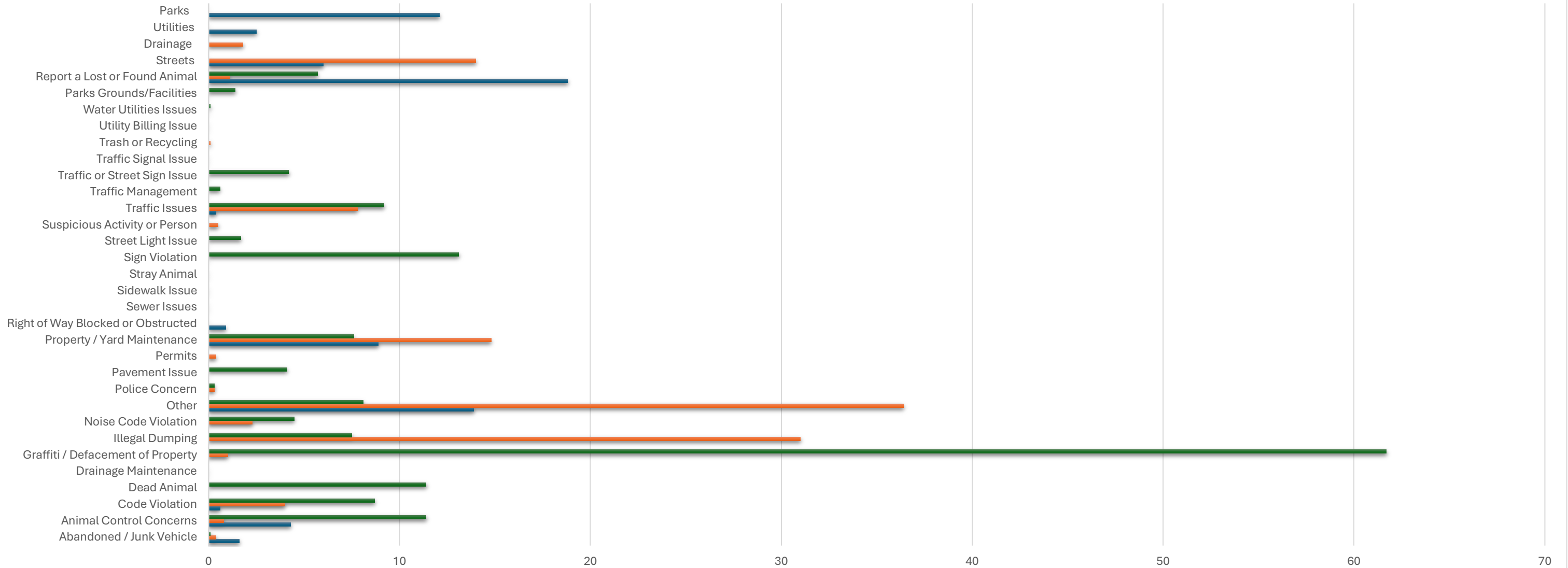
	Abandoned / Junk Vehicle	Animal Control Concerns	Code Violation	Dead Animal	Drainage Maintenance	Graffiti / Defacement of Property	Illegal Dumping	Noise Code Violation	Other	Police Concern	Pavement Issue	Permits	Property / Yard Maintenance	Right of Way Blocked or Obstructed	Sewer Issues	Sidewalk Issue	Stray Animal	Sign Violation	Street Light Issue	Suspicious Activity or Person	Traffic Issues	Traffic Management	Traffic or Street Sign Issue	Traffic Signal Issue	Trash or Recycling	Utility Billing Issue	Water Utilities Issues	Parks Grounds/Facilities	Report a Lost or Found Animal	Streets	Drainage	Utilities	Parks
■ January	3	8	4	1	0	1	2	4	4	2	6	0	12	21	0	0	0	1	5	1	7	1	2	0	0	0	3	1	3	0	0	0	0
■ February	18	2	10	0	0	1	1	6	4	2	0	1	5	4	0	2	1	0	0	2	8	0	0	0	2	0	0	0	1	2	0	1	0
■ March	12	5	3	0	0	0	0	9	1	0	0	0	14	10	0	0	0	0	0	5	3	0	0	0	1	0	0	0	2	1	1	1	2

Average Days to Acknowledge



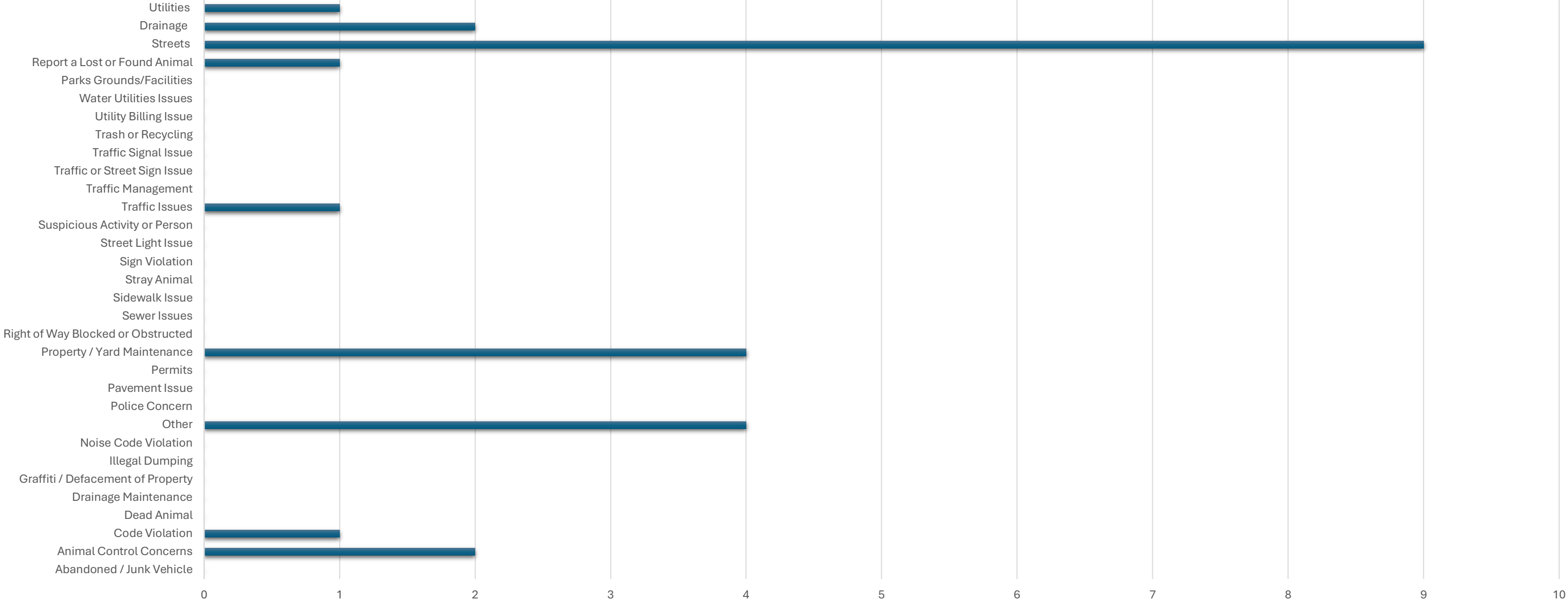
	Abandoned / Junk Vehicle	Animal Control Concerns	Code Violation	Dead Animal	Drainage Maintenance	Graffiti / Defacement of Property	Illegal Dumping	Noise Code Violation	Other	Police Concern	Pavement Issue	Permits	Property / Yard Maintenance	Right of Way Blocked or Obstructed	Sewer Issues	Sidewalk Issue	Stray Animal	Sign Violation	Street Light Issue	Suspicious Activity or Person	Traffic Issues	Traffic Management	Traffic or Street Sign Issue	Traffic Signal Issue	Trash or Recycling	Utility Billing Issue	Water Utilities Issues	Parks Grounds/Facilities	Report a Lost or Found Animal	Streets	Drainage	Utilities	Parks
■ January	0.1	0.7	1.4	0	0	0	0.3	0.2	7	0.3	4	0	1.5	0	0	4.5	0	0	0	0	0	0	1.8	8	0	0	0	4.4	1.2	0	0	0	0
■ February	0.2	0.2	0.7	0	0	0.3	0.1	2.8	8.5	0.2	1.9	0	0.7	0	0	5.9	0	0	0	0.5	1.9	0	0	0	0	0	0	0	1.1	4.1	0	0	0
■ March	0.4	0	3.8	0	0	0	0	0	2.9	0	0	0	0.7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.3	3.4	0	0	0

Average Days to Close



	Abandoned / Junk Vehicle	Animal Control Concerns	Code Violation	Dead Animal	Drainage Maintenance	Graffiti / Defacement of Property	Illegal Dumping	Noise Code Violation	Other	Police Concern	Pavement Issue	Permits	Property / Yard Maintenance	Right of Way Blocked or Obstructed	Sewer Issues	Sidewalk Issue	Stray Animal	Sign Violation	Street Light Issue	Suspicious Activity or Person	Traffic Issues	Traffic Management	Traffic or Street Sign Issue	Traffic Signal Issue	Trash or Recycling	Utility Billing Issue	Water Utilities Issues	Parks Grounds/Facilities	Report a Lost or Found Animal	Streets	Drainage	Utilities	Parks
■ January	0.1	11.4	8.7	11.4	0	61.7	7.5	4.5	8.1	0.3	4.1	0	7.6	0	0	0	0	13.1	1.7	0	9.2	0.6	4.2	0	0	0	0.1	1.4	5.7	0	0	0	0
■ February	0.4	0.8	4	0	0	1	31	2.3	36.4	0.3	0	0.4	14.8	0	0	0	0	0	0	0.5	7.8	0	0	0	0.1	0	0	0	1.1	14	1.8	0	0
■ March	1.6	4.3	0.6	0	0	0	0	0	13.9	0	0	0	8.9	0.9	0	0	0	0	0	0	0.4	0	0	0	0	0	0	0	18.8	6	0	2.5	12.1

Currently Open (as of 4/14/2026)



	Abandoned / Junk Vehicle	Animal Control Concerns	Code Violation	Dead Animal	Drainage Maintenance	Graffiti / Defacement of Property	Illegal Dumping	Noise Code Violation	Other	Police Concern	Pavement Issue	Permits	Property / Yard Maintenance	Right of Way Blocked or Obstructed	Sewer Issues	Sidewalk Issue	Stray Animal	Sign Violation	Street Light Issue	Suspicious Activity or Person	Traffic Issues	Traffic Management	Traffic or Street Sign Issue	Traffic Signal Issue	Trash or Recycling	Utility Billing Issue	Water Utilities Issues	Parks Grounds/Facilities	Report a Lost or Found Animal	Streets	Drainage	Utilities
■ Currently Open	0	2	1	0	0	0	0	0	4	0	0	0	4	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1	9	2	1



City Council Regular Meeting Staff Report

E. Fire Department Monthly Report (March)

Meeting	Agenda Group
Tuesday, April 28, 2026, 6:30 PM	Staff Update Item: 9E.
From	
Mario Troncoso, Fire Chief	
Staff Contact(s)	
Mario Troncoso,	

PRIOR CITY COUNCIL ACTION:

N/A

BACKGROUND:

N/A

STAFF RECOMMENDATION:

N/A

FINANCIAL IMPACT:

N/A

MOTION(S):

N/A

Attachments

[March 2026.pdf](#)



Incidents Overview - Cibolo Fire Department

Demand, Response Performance and Responsibility



All

Start Date 3/1/2026

End Date 3/31/2026

Total Incidents

378

vs 456
▼ -17.1%

378

Average Turnout Seconds

86.9

vs 85.3
▲ 1.9%

86.9

Average Response Minutes

6.7

vs 7.0
▼ -4.7%

6.7

Fire

10

vs 14
▼ -28.6%

10

Medical

223

vs 235
▼ -5.1%

223

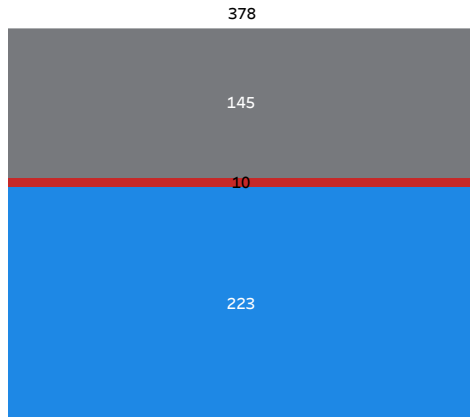
All Other

145

vs 207
▼ -30.0%

145

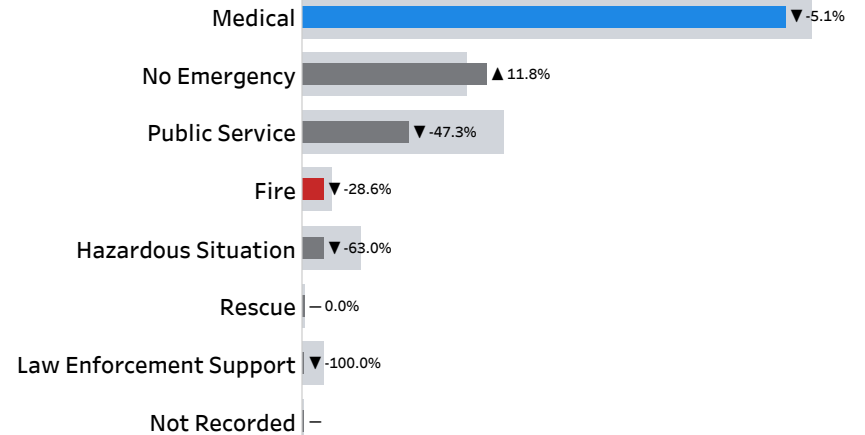
Incidents Monthly Trend



Mar 26

Primary Category Mix (Compared to previous period)

(Click Category to filter Incidents, Turnout, Response and Trend)





Operations Overview - Cibolo Fire Department

Incident Performance and Mutual Aid

All
 Fire
 EMS
 Other

Start Date 3/1/2026
End Date 3/31/2026

Average Turnout Seconds

86.9

vs 85.3
▲ 1.9%

86.9

Median Turnout Seconds

73.0

vs 71.0
▲ 2.8%

73.0

90th Percentile Turnout Seconds

133.4

vs 132.0
▲ 1.1%

133.4

Average Response Minutes

6.7

vs 7.0
▼ -4.7%

6.7

Median Response Minutes

5.8

vs 6.2
▼ -7.2%

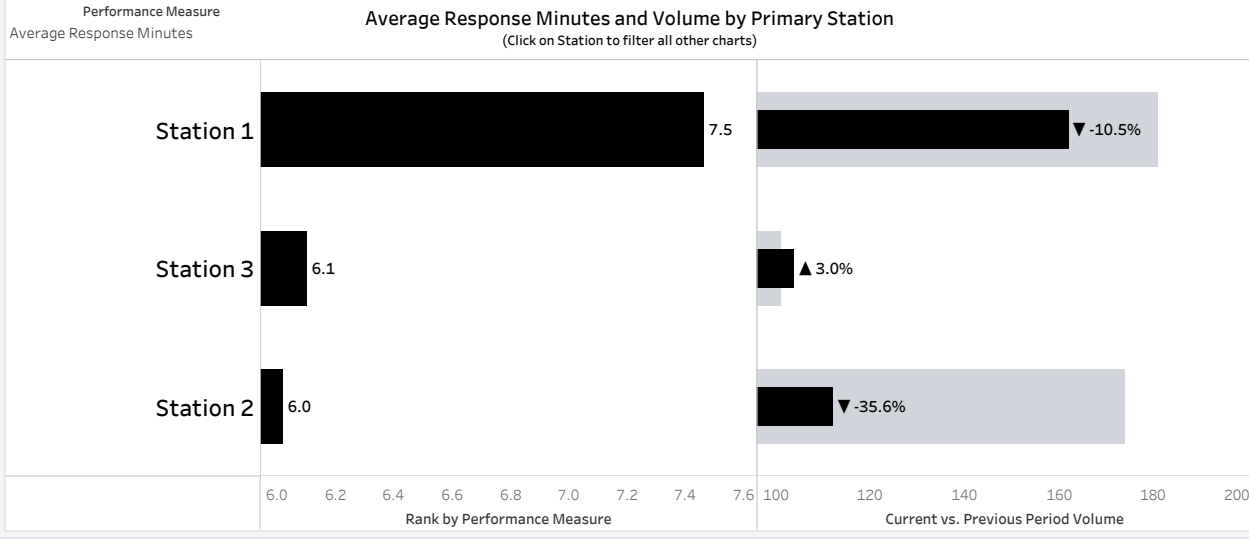
5.8

90th Percentile Reponse Minutes

9.4

vs 10.9
▼ -13.1%

9.4



Total Mutual Aid Incidents	131	% of All Incidents	34.7%
Mutual Aid Given	106	Mutual Aid Received	25
Mutual Aid Fire Support Agencies (Top 10)			
Schertz Fire Department	97		25
Acadian Ambulance Service	3		0
Marion Volunteer Fire Department	2		1
Bracken Fire Department	1		0
Live Oak Fire Department	1		0
New Berlin Volunteer Fire Depart..	0		1
Seguin Fire/EMS	1		0
Universal City Fire Department	1		0
	Aid Given		Aid Received



Incidents Analysis - Cibolo Fire Department (All)

Detailed Incident Patterns and Trends



Start Date 3/1/2026

End Date 3/31/2026

All Incidents
378

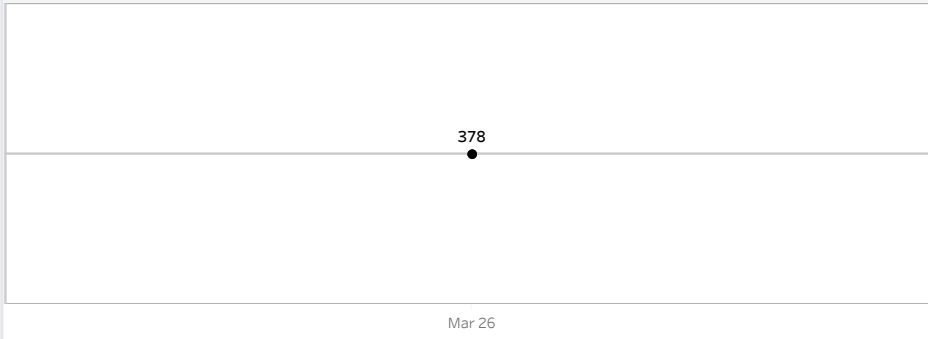
All Incidents % of Volume
100%

All Highest Single Day Total
23

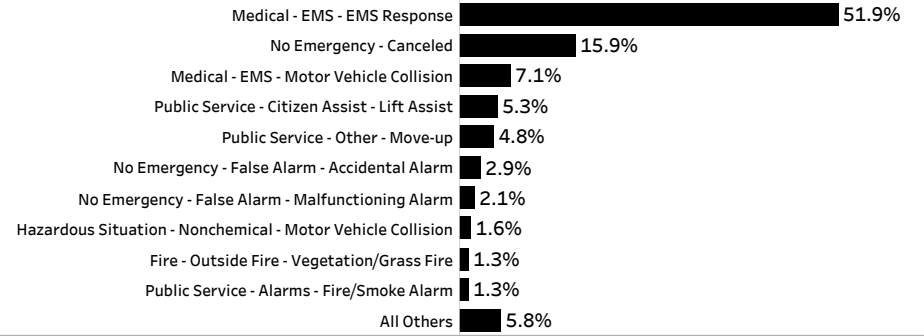
All % Days with Incidents
100%

All Median Response Minutes
5.8

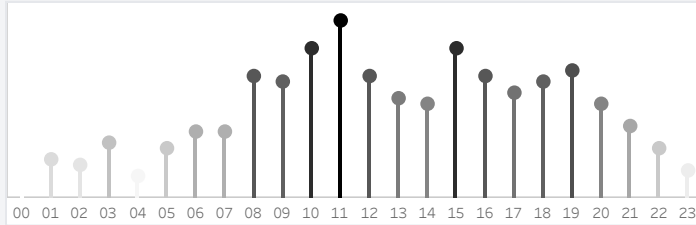
Incidents by Month - All



% of Selected Primary Incident Types (Top 10) - All

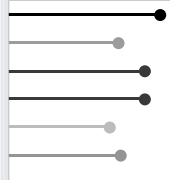
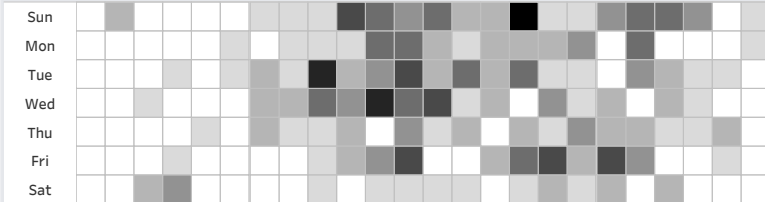


Mar 26

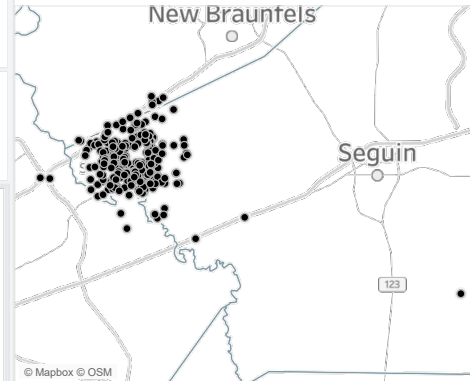


Busiest Day:
Sunday

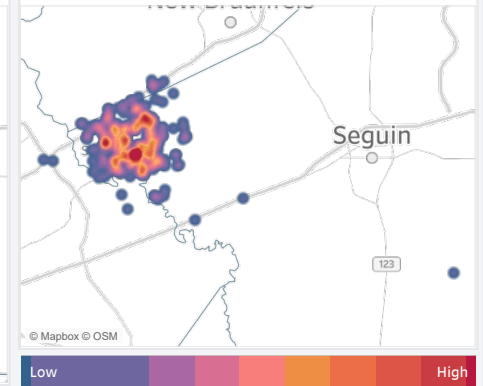
Busiest Hour:
11:00



Incidents Map - All
New Brauntfels



Incidents Heatmap - All



© Mapbox © OSM

Low High



Cibolo Fire Department

Notes

1.) User Access

- a.) Logged in user can only see data for their Fire Department
- b.) All new requests for access MUST be signed off by Fire Chief
- c.) For issues with access or to request access please send ticket to support@strac.org or call (210) 233-5888

2.) The Data Source is ImageTrend Elite

- a.) Data is refreshed daily
- b.) Data includes both NFIRS and NERIS records
- c.) NFIRS terms have been converted to NERIS terms where applicable (Primary Incident Type, Incident Categories, etc...)
- d.) Includes all records entered into the system that have not been deleted

3.) Records meet the following conditions:

- a.) The incident dispatch date is between the selected Start Date and End Date
- b.) Dashboard defaults to first day -12 full months ago, and last day of the month full month ago. (ex... in February 2026 will default 01/01/2025 to 12/31/2026)

4.) Time segment used in the dashboard are defined as:

- a.) Turnout Time - Incident Dispatch to First Unit Enroute
- b.) Response Time - Incident Dispatch to First Unit Arrival On Scene or Staging (whichever is earlier)

5.) Times Excluded

- a.) Negative turnout or response times
- b.) Turnout times greater than 2 hours
- c.) Response times greater than 4 hours

6.) **Mutual Aid** - One received incident can appear under two agencies (Chart totals may show higher totals than Mutual Aid KPI)

Key Terms

Incidents = Unique Call for service event

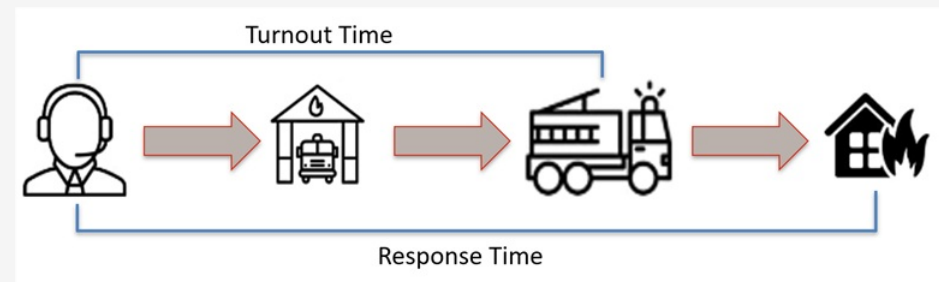
Current Period = Current start and end date range selected

Previous Period = One year prior to selected date range

Average = Sum of all values divided by the total number of values (a.k.a. Mean)

Median = The middle value in a set of numbers after they are sorted (a.k.a. 50th Percentile)

90th Percentile = The value below which 90% of the data points fall





City Council Regular Meeting Staff Report

A. Approval/Disapproval of an Ordinance providing for the second budget amendment for fiscal year 2025-2026.

Meeting	Agenda Group
Tuesday, April 28, 2026, 6:30 PM	Ordinances Item: 12A.
From	
Anna Miranda, Finance Director	

PRIOR CITY COUNCIL ACTION:

City Council adopted the FY 2026 Budget by Ordinance 1510 on September 18, 2025. City Council approved the first budget amendment for the FY 2026 budget on January 13, 2026 by adoption of Ordinance 1516.

BACKGROUND:

While the first budget amendment focused on rolling over unspent funds from FY25 for items that were encumbered in the prior year, this second budget amendment is for items that had not been considered in the FY 26 budget process.

STAFF RECOMMENDATION:

Staff recommends approval of the Ordinance providing for the second budget amendment of the fiscal year.

- A. Increase expenses by \$3,200 in the City Council budget for costs associated with the Texas Youth Advisory Commission Summit. This funding comes from a donation made several years ago which was shown as a restricted portion of fund balance.
- B. Increase professional services by \$20,000 in the Non-Departmental budget for city-initiated engineering services.
- C. Increase expenses by \$140,000 in the Economic Development Fund for business grants approved by the EDC Board in March.
- D. Increase expenses by \$72,000 in the Cibolo Public Facility Corporation budget for the acquisition, and cleanup of property at 323 Haeckerville Road.

FINANCIAL IMPACT:

Overall increase in expenditures in 3 funds by reducing fund balance. The fund balance of each fund is reflected in Exhibit A.

MOTION(S):

Suggested Motion: I move to approve (or disapprove) the Ordinance providing for the second budget amendment of the fiscal year 2026 (FY2026).

Attachments

[Budget Amendment Ordinance 2026-2.pdf](#)



ORDINANCE NO. _____

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF CIBOLO, GUADALUPE COUNTY, TEXAS, PROVIDING FOR THE SECOND AMENDMENT OF THE BUDGET FOR THE FISCAL YEAR 2025-2026, BEGINNING OCTOBER 1, 2025, AND ENDING SEPTEMBER 30, 2026; PROVIDING THAT THIS ORDINANCE IS CUMULATIVE OF ALL OTHER ORDINANCES OF THE CITY OF CIBOLO; PROVIDING FOR SEVERABILITY; PROVIDING SAVINGS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Cibolo, Guadalupe County, Texas, passed and approved Ordinance Number 1510 on September 18, 2025, and thereby adopted the Fiscal Year 2025-2026 Annual Budget; and

WHEREAS, the City Council of the municipality of Cibolo, Guadalupe County, Texas, may amend the budget from time to time;

WHEREAS, it is necessary, at this time, to make the second amendment to the Fiscal Year 2025-2026 Annual Budget to increase expenditures for the fiscal year.

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

**SECTION 1.
INCORPORATION**

That the above and foregoing premises are true and correct and are incorporated herein and made part hereof for all purposes.

**SECTION 2.
ADOPTION**

That the approved and adopted budget for Fiscal Year 2025-2026, is hereby amended as specified in Exhibit A attached hereto.

**SECTION 3.
CUMULATIVE CLAUSE**

That this ordinance shall be cumulative of all provisions of the City of Cibolo, Texas, except where the provisions of this Ordinance are in direct conflict with the provisions of such Ordinances, in which event the more restrictive provision shall apply.

**SECTION 4.
SEVERABILITY**

That it is hereby declared to be the intention of the City Council of the City of Cibolo that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance should be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs or sections of this Ordinance, since the same would have been enacted by the City Council without incorporation in this Ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

**SECTION 5.
SAVINGS**

That all rights and privileges of the City of Cibolo are expressly saved as to any and all violations of the provisions of any Ordinances affecting the annual budget for Fiscal Year 2025-2026, which have accrued at the time of the effective date of this Ordinance; and, as to such accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such Ordinances, same shall not be affected by this Ordinance but may be prosecuted until final disposition by the courts.

**SECTION 6.
EFFECTIVE DATE**

That this Ordinance shall be effective immediately upon the passage and approval of the City Council of the City of Cibolo, Texas, and it is so ordained.

PASSED AND APPROVED by a vote of __ for to __ against this 28th day of April, 2026.

APPROVED:

Kara Latimer, Mayor

ATTEST:

Valerie Chapman, City Secretary

EXHIBIT A

	FY 26 CURRENT BUDGET	BUDGET AMENDMENT #2		FY 26 BUDGET AFTER AMENDMENT
<u>GENERAL FUND</u>				
BEGINNING FUND BALANCE (AUDITED)	6,743,600			6,743,600
REVENUES:				
GENERAL TAXES AND FRANCHISE FEES	20,050,000			20,050,000
PERMITS AND FEES	58,000			58,000
ANIMAL CONTROL	42,000			42,000
COURT AND ALARM FEES	197,100			197,100
INTEREST AND MISCELLANEOUS	469,164			469,164
PARKS AND GRANTS	153,182			153,182
INTERGOVERNMENTAL	1,342,806			1,342,806
TRANSFERS AND OTHER REVENUE	2,251,000			2,251,000
SUBTOTAL REVENUES	24,563,252	-		24,563,252
EXPENDITURES:				
CITY COUNCIL	63,495	3,200	A	66,695
CITY SECRETARY	464,812			464,812
MUNICIPAL COURT	195,710			195,710
COMMUNICATIONS	155,367			155,367
CITY MANAGER	666,692			666,692
CODE ENFORCEMENT	219,712			219,712
STREETS	1,432,832			1,432,832
FINANCE	676,497			676,497
INFORMATION SERVICES	1,676,549			1,676,549
PEOPLE AND PERFORMANCE	605,719			605,719
PUBLIC WORKS ADMINISTRATION	1,126,309			1,126,309
NON-DEPARTMENTAL	1,570,911	20,000	B	1,590,911
POLICE DEPARTMENT	7,837,894			7,837,894
FIRE DEPARTMENT	6,279,158			6,279,158
ANIMAL SERVICES	549,034			549,034
PARKS	1,251,208			1,251,208
ECONOMIC DEVELOPMENT	270,324			270,324
SUBTOTAL EXPENDITURES	25,042,223	23,200		25,065,423
ESTIMATED ENDING FUND BALANCE	6,264,629	(23,200)		6,241,429
<i>A Youth Council expenses</i>		<i>3,200</i>		
<i>B Engineering costs for non-development related items</i>		<i>20,000</i>		
		23,200		

EXHIBIT A

	FY 26 CURRENT BUDGET	BUDGET AMENDMENT #2	FY 26 BUDGET AFTER AMENDMENT
<u>ECONOMIC DEVELOPMENT FUND</u>			
ESTIMATED BEGINNING FUND BALANCE	3,021,528		3,021,528
REVENUES:			
GENERAL TAXES AND FRANCHISE FEES	1,460,000	-	1,460,000
INTEREST AND MISCELLANEOUS	85,000	-	85,000
TRANSFERS	-	-	-
SUBTOTAL REVENUES	1,545,000	-	1,545,000
EXPENDITURES:			
SALARIES AND BENEFITS	-	-	-
SERVICES, UTILITIES & TRAINING	634,829	-	634,829
GENERAL SUPPLIES & REPAIRS	20,300	-	20,300
CAPITAL, NON-CAPITAL, LAND	7,000	-	7,000
OTHER EXPENSES	117,000	140,000	257,000
TRANSFERS	171,275	-	171,275
DEBT SERVICE	319,455	-	319,455
SUBTOTAL EXPENDITURES	1,269,859	140,000	1,409,859
ESTIMATED ENDING FUND BALANCE	3,296,669	(140,000)	3,156,669
<i>C additional business grants awarded</i>		140,000	



City Council Regular Meeting Staff Report

A. Approval / Disapproval of a Financing Plan for the sale of Certificates of Obligation, Series 2026

Meeting	Agenda Group
Tuesday, April 28, 2026, 6:30 PM	Discussion/Action Item: 13A.
From	
Anna Miranda, Finance Director	

PRIOR CITY COUNCIL ACTION:

In September 2025, as part of the budget process, City Council authorized a 5-year CIP plan based on our debt capacity. On April 14, 2026, City Council received an update to the 5 year CIP plan. Based on Council feedback from that meeting, we are moving forward with the issuance of debt to fund 2026 approved projects and capital purchases.

BACKGROUND:

This issuance of debt was calculated to maximize our debt capacity while maintaining the City's debt service tax rate. This \$4.5 million issuance will fund the following projects and capital purchases as presented on April 14, 2026.

	FY26	
BONDING CAPACITY		\$ 4,500,000
FACILITIES	PD AC REPAIR	\$ 500,000
	PD ROOF REPAIR	\$ 250,000
	PD/FIRE RADIO REPLACEMENT	\$ 750,000
CIP PLANNING	WEIDNER RD DESIGN	\$ 1,500,000
ROADS	TRAFFIC SIGNAL IMPROVEMENTS	\$ 150,000
	PAVEMENT CONDITION INDEX SURVEY	\$ 250,000
FLEET	PARKS EQUIPMENT	\$ 70,000
	PAVING MACHINE	\$ 280,000
PARKS	PARK RENOVATIONS	\$ 750,000
TOTALS		\$ 4,500,000

Issuance of Certificates of Obligation requires specific publication notices as outlined in the financing plan. To initiate this process, City Council must first approve a Notice of Intent Resolution to authorize the publication and posting notices required. The attached Timetable of Events indicates the steps and publication requirements that must be followed for a successful issuance. Council will be asked to consider the official Ordinance for the Sale of Bonds on July 14, 2026. Anticipated delivery of proceeds is August 12, 2026.

STAFF RECOMMENDATION:

Staff recommends approval of the financing plan for the issuance of the Certificates of Obligation supporting our FY26 CIP plan.

FINANCIAL IMPACT:

Approval of the financing plan authorizes City staff, our Financial Advisor, and our Bond Counsel to move forward with the planned issuance of bonds providing for the \$4.5 million in capital and infrastructure needs for FY 2026.

MOTION(S):

I move to approve (or disapprove) the financing plan as presented by our Financial Advisor.

Attachments

[Cibolo_COs FY 2026 Financing Plan \(4.15.26\).pdf](#)

[CO S2026 Timetable of Events](#)

Financing Plan for the Issuance of Certificates of Obligation | April 28, 2026

City of Cibolo, Texas



SPECIALIZED PUBLIC FINANCE INC.
FINANCIAL ADVISORY SERVICES

Victor Quiroga, Jr.
Managing Director
17721 Rogers Ranch Pkwy, Suite 1615
San Antonio, Texas 78258
210.239.0204 Office | 210.887.1810 Mobile
victor@spfmuni.com

Overview of the Plan of Finance

- Issue \$4,500,000 Certificates of Obligation, Series 2026 to provide funding for FY 2026 Capital Improvement Projects
- Utilize a Competitive Sale Method
- Lock-in a fixed interest rate on Tuesday, July 14, 2026
- Close the transaction on August 12, 2026

Financing Tools Available to Texas Cities

Type:	General Obligation Bonds	Certificates of Obligation ⁽¹⁾	Tax Notes	Revenue Bonds
Purpose:	General Purpose	General Purpose	General Purpose	Enterprise System
Voter Authorization:	Yes	No ⁽²⁾	No	No
Amortization Requirements	Not to exceed 40 years	Not to exceed 40 years	Initial term limited to 7 years from date of issuance	Revenues
Source of Payment:	I&S Taxes ⁽³⁾	I&S Taxes ⁽³⁾ and/or revenues	I&S Taxes ⁽³⁾	Revenues
Interest Rate:	Strongest Credit; Lowest Interest Rates	Similar to General Obligation Bonds	Similar to General Obligation Bonds	Higher than General Obligation Bonds

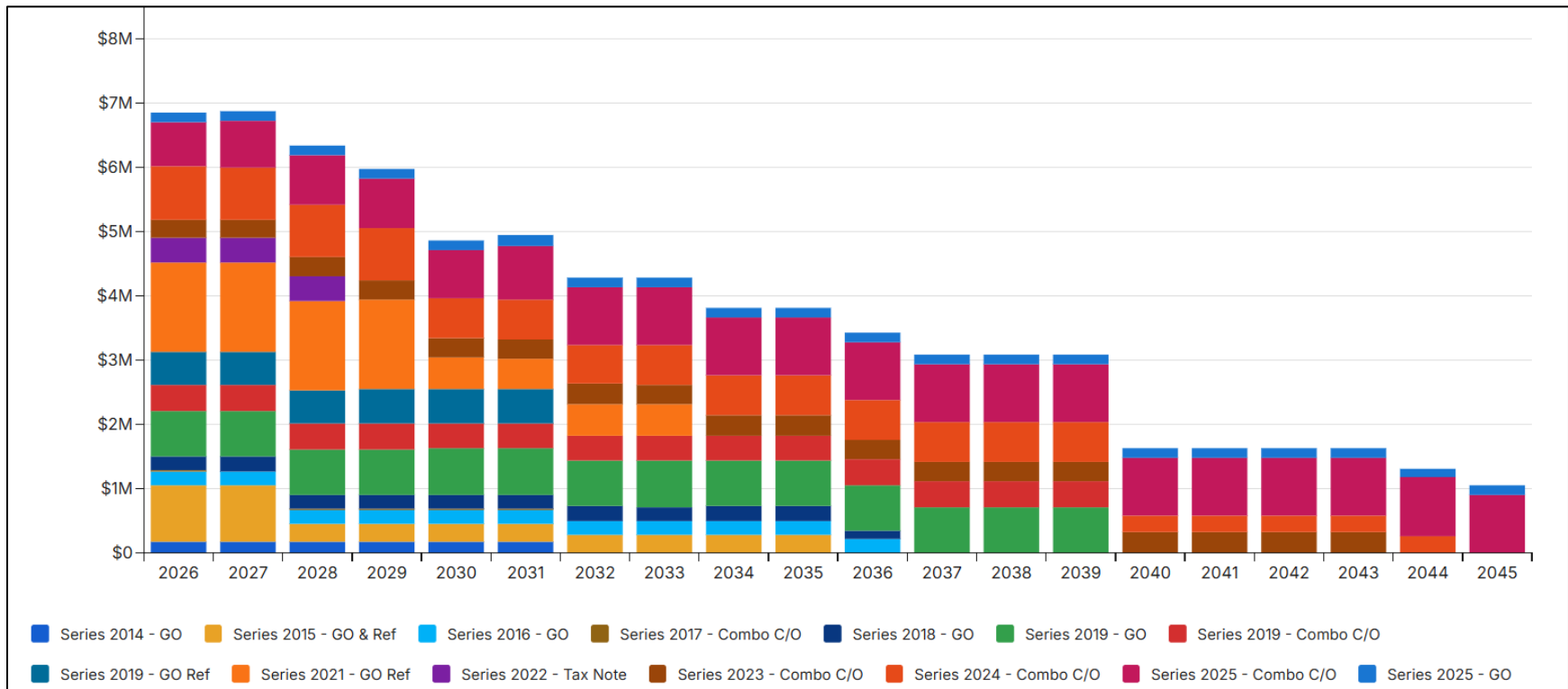
⁽¹⁾ If a bond election failed, Certificates may not be issued for that purpose within 3 years of the election.

⁽²⁾ Publication of notice required; petition during notice period could require an election.

⁽³⁾ I&S Tax Rate is not subject to rollback.

Overview of the City's Property Tax-Secured Debt Outstanding

- **14 outstanding bond issues** totaling **\$56.5 million** in principal debt.
- Includes bonds sold to finance capital improvements (**new money**) and to refinance debt for interest cost savings (**refunding**).
- **City's "underlying" rating is strong at "AA+"** or just 1 level below the highest rating of "AAA"



5-Year CIP Financing Model: Projected Capacity with minimal I&S Tax Rate Impact

(A)	(B)	(C)	(D)	(E)	(F)	(G) (H) (I) (J) (K)					(L)	(M)	(N)	(O)	(P)
FYE 9/30	Net Taxable Assessed Valuation	Projected Growth	Existing Tax-Supp. D/S	Less: Defeased D/S	Less: Cap-I	Plus: Projected \$40,735,000 New Issuance (2026-2030)					Projected Total Tax- Supp. D/S	Plus: Proj. Defeasance Cost	Less: Frozen Tax Revenues	Projected Total Net D/S	Projected I&S Tax Rate
						\$4,500,000 Series 2026 8/12 4.02%	\$3,740,000 Series 2027 4/1 4.75%	\$7,750,000 Series 2028 4/1 5.00%	\$18,000,000 Series 2029 4/1 5.00%	\$6,745,000 Series 2030 4/1 5.00%					
2026	\$3,553,097,609		\$ 6,857,217	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,857,217	\$ -	\$ -	\$ 6,857,217	\$0.1845
2027	3,659,690,537	3.00%	6,871,181	-	(218,125)	218,125	-	-	-	-	6,871,181	-	-	6,871,181	0.1878
2028	3,769,481,253	3.00%	6,333,341	-	-	478,500	236,867	-	-	-	7,048,708	-	-	7,048,708	0.1870
2029	3,882,565,691	3.00%	5,965,254	-	-	480,125	299,681	516,667	-	-	7,261,727	-	-	7,261,727	0.1870
2030	3,999,042,662	3.00%	4,864,478	-	-	481,000	298,625	631,250	1,200,000	-	7,475,353	-	-	7,475,353	0.1869
2031	4,119,013,942	3.00%	4,933,984	-	-	481,125	297,331	633,375	900,000	449,667	7,695,482	-	-	7,695,482	0.1868
2032	4,242,584,360	3.00%	4,282,441	-	-	480,500	300,681	629,875	1,514,250	551,750	7,759,498	-	-	7,759,498	0.1829
2033	4,707,361,891	10.96%	4,273,175	-	-	479,125	298,675	630,750	1,516,875	550,500	7,749,100	-	-	7,749,100	0.1646
2034	4,500,957,747	-4.38%	3,805,788	-	-	481,875	296,431	630,875	1,517,750	548,750	7,281,469	-	-	7,281,469	0.1618
2035	4,635,986,480	3.00%	3,807,963	-	-	478,750	298,831	630,250	1,516,875	551,375	7,284,044	-	-	7,284,044	0.1571
2036	4,775,066,074	3.00%	3,418,613	-	-	479,750	300,756	633,750	1,514,250	548,375	6,895,494	-	-	6,895,494	0.1444
2037	4,918,318,056	3.00%	3,077,975	-	-	201,875	297,325	631,375	1,514,750	549,750	6,273,050	-	-	6,273,050	0.1275
2038	5,065,867,598	3.00%	3,078,675	-	-	205,375	298,538	633,125	1,518,125	550,375	6,284,213	-	-	6,284,213	0.1241
2039	5,217,843,626	3.00%	3,075,900	-	-	203,500	299,275	633,875	1,514,375	550,250	6,277,175	-	-	6,277,175	0.1203
2040	5,374,378,935	3.00%	1,632,000	-	-	201,375	299,538	633,625	1,518,375	549,375	4,834,288	-	-	4,834,288	0.0900
2041	5,535,610,303	3.00%	1,632,300	-	-	203,875	299,325	632,375	1,515,000	547,750	4,830,625	-	-	4,830,625	0.0873
2042	5,701,678,612	3.00%	1,630,400	-	-	201,000	298,638	630,125	1,519,125	550,250	4,829,538	-	-	4,829,538	0.0847
2043	5,872,728,970	3.00%	1,626,300	-	-	202,750	297,475	631,750	1,515,625	551,750	4,825,650	-	-	4,825,650	0.0822
2044	6,048,910,839	3.00%	1,316,200	-	-	204,000	300,719	632,125	1,514,500	547,375	4,514,919	-	-	4,514,919	0.0746
2045	6,230,378,165	3.00%	1,050,600	-	-	204,750	298,369	631,250	1,515,500	552,000	4,252,469	-	-	4,252,469	0.0683
2046	6,417,289,509	3.00%	-	-	-	205,000	300,425	634,000	1,518,375	550,500	3,208,300	-	-	3,208,300	0.0500
2047	6,609,808,195	3.00%	-	-	-	-	296,888	630,375	1,518,000	548,000	2,993,263	-	-	2,993,263	0.0453
2048	6,808,102,441	3.00%	-	-	-	-	-	630,375	1,519,250	549,375	2,699,000	-	-	2,699,000	0.0396
2049	7,012,345,514	3.00%	-	-	-	-	-	-	1,517,000	549,500	2,066,500	-	-	2,066,500	0.0295
2050	7,222,715,879	3.00%	-	-	-	-	-	-	-	548,375	548,375	-	-	548,375	0.0076
Totals			\$73,533,783	\$ -	\$ (218,125)	\$ 6,572,375	\$ 5,914,392	\$12,521,167	\$29,398,000	\$10,895,042	\$138,616,633	\$ -	\$ -	\$138,616,633	

Assumptions:

- (1) FY 2026 Net Taxable Assessed Valuation ("AV") provided by the City as of August 4, 2025. Projected AV is assumed to grow 3.00% annually for purposes of illustration only. Additionally, AW Aisin Co. Ltd. is assumed to add \$337.5 million in FY 2033 per the City. Preliminary, subject to change.
- (2) See "Calculation of Existing Tax-Supported Debt Service" for detailed breakdown of existing debt considered self-supporting.
- (3) All financing assumptions are as of April 9, 2026 for purposes of illustration only. Preliminary, subject to change.
- (4) Est. tax collections rate: 100.00%

Term Sheet

- Borrowing Amount: \$4,500,000 (*Not to exceed amount*)
- Sale Date: July 14, 2026
- Closing Date: August 12, 2026
- Tax Designation: Tax-Exempt
- Security: Ad Valorem Taxes
- Interest Rate: Fixed Rate
- Interest Payment Dates: Semi-annually on 2/1 and 8/1 of each year, commencing on 2/1/2027
- Principal Payment Dates: Annually on 2/1, beginning 2/1/2027 thru 2/1/2046
- Call Option: Beginning 2/1/2036
- Rating: Application to be submitted to S&P Ratings
- Sale Method: Competitive
- Financial Advisor: Specialized Public Finance, Inc.
- Bond Counsel: McCall, Parkhurst & Horton
- Purchaser: TBD

Steps Required for the Certificates of Obligation

- ❑ **April 28, 2026** – Council adopts a Notice of Intent (“NOI”) Resolution
- ❑ **May 13, 2026** – First publication of the NOI Resolution appears in the Seguin Gazette (45-day clock begins) and it is also posted on the City’s website
- ❑ **May 20, 2026** – Second publication of the NOI Resolution appears in the Seguin Gazette
- ❑ **July 14, 2026** – Sale of the Certificates of Obligation (lock-in rate)
- ❑ **August 12, 2026** – Proceeds delivered to City’s project funds

Feedback from Council

- Approval of the Notice of Intent Resolution
- Direction to move forward with the Financing Plan for issuance of Certificates of Obligation, Series 2026



\$4,500,000*
City of Cibolo, Texas
Certificates of Obligation, Series 2026
(Guadalupe and Bexar Counties, Texas)

April 2026							May 2026							June 2026							July 2026							August 2026						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4					1	2		1	2	3	4	5	6				1	2	3	4							1	
5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8
12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15
19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28	29	30			24	25	26	27	28	29	30	28	29	30					26	27	28	29	30	31		23	24	25	26	27	28	29
							31																					30	31					

Timetable of Events

<u>Date</u>	<u>Event</u>
Tuesday, April 28, 2026	• City Council approves a Financing Plan and Notice of Intent ("NOI") Resolution to issue Certificates of Obligation
Friday, May 1, 2026	• Request Rating from S&P Global Ratings
Wednesday, May 13, 2026	• First Publication of the NOI and the NOI is posted on City's website and remains through July 14, 2026
Wednesday, May 20, 2026	• Second Publication of the NOI
Friday, June 5, 2026	• Send 1 st Draft of the Preliminary Official Statement ("POS") to Bond Counsel
Friday, June 12, 2026	• 1 st Draft of POS comments due from Bond Counsel
<i>(Week of June 15 or 22)</i>	• Rating Agency Conference Call
Tuesday, June 16, 2026	• Send 2 nd Draft of the POS to all parties
Wednesday, June 24, 2026	• 2 nd Draft of the POS comments due from all parties
Thursday, June 25, 2026	• Rating due from S&P
Monday, June 29, 2026	• POS to distribution list and post on website
Tuesday, July 14, 2026	• Enter the Bond Market; City Council approves an Ordinance authorizing the sale of the Certificates of Obligation (Lock in Interest
Wednesday, August 12, 2026	• Closing of the transaction; City receives proceeds in its project account

**Preliminary, subject to Change*



City Council Regular Meeting Staff Report

A. Consideration and Approval of a Resolution Authorizing and Approving Publication and Posting of Notice of Intention to Issue Combination Tax and Limited Pledge Revenue Certificates of Obligation in the Maximum Amount of \$4,500,000 and Other Matters in Connection Therewith

Meeting	Agenda Group
Tuesday, April 28, 2026, 6:30 PM	Resolutions Item: 14A.
From	
Anna Miranda, Finance Director	

PRIOR CITY COUNCIL ACTION:

In September 2025, as part of the budget process, City Council authorized a 5-year CIP plan based on our debt capacity. On April 14, 2026, City Council received an update to the 5 year CIP plan. Based on Council feedback from that meeting, we are moving forward with the issuance of debt to fund 2026 approved projects and capital purchases.

BACKGROUND:

As outlined by the Financing Plan presented by our Financial Advisor, approval of this Resolution is the first step in providing funding for the FY26 CIP plan as presented on April 14, 2026 (shown in the table below). This will authorize the required publications to be published on our website and in the newspaper. Official Ordinance to authorize the Sale of the Bonds will be considered by City Council on July 14, 2026 with proceeds anticipated to be delivered by August 12, 2026.

	FY26	
BONDING CAPACITY		\$ 4,500,000
FACILITIES	PD AC REPAIR	\$ 500,000
	PD ROOF REPAIR	\$ 250,000
	PD/FIRE RADIO REPLACEMENT	\$ 750,000
CIP PLANNING	WEIDNER RD DESIGN	\$ 1,500,000
ROADS	TRAFFIC SIGNAL IMPROVEMENTS	\$ 150,000
	PAVEMENT CONDITION INDEX SURVEY	\$ 250,000
FLEET	PARKS EQUIPMENT	\$ 70,000
	PAVING MACHINE	\$ 280,000
PARKS	PARK RENOVATIONS	\$ 750,000
TOTALS		\$ 4,500,000

STAFF RECOMMENDATION:

Staff recommends approval of the Notice of Intent Resolution to Issue Certificates of Obligation for \$4,500,000.

FINANCIAL IMPACT:

Approval of the Resolution supports \$4.5 million in capital and infrastructure.

MOTION(S):

I move to approve (or disapprove) the Resolution Authorizing and Approving Publication and Posting of Notice of Intention to Issue Combination Tax and Limited Pledge Revenue Certificates of Obligation in the Maximum Amount of \$4,500,000.

Attachments

[CIBOLO NOI RESOLUTION.pdf](#)

[CIBOLO WEBSITE POSTING 2026.pdf](#)

[Cibolo_CO S2026_Timetable](#)



RESOLUTION NO. _____

AUTHORIZING AND APPROVING PUBLICATION AND POSTING OF NOTICE OF INTENTION TO ISSUE CITY OF CIBOLO, TEXAS COMBINATION TAX AND LIMITED PLEDGE REVENUE CERTIFICATES OF OBLIGATION IN A MAXIMUM AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$4,500,000 AND PROVIDING AN EFFECTIVE DATE

* * * * *

WHEREAS, the City Council (the *Governing Body*) of the City of Cibolo, Texas (the *City*) has determined that it is advisable and necessary to issue and sell one or more series of certificates of obligation (the *Certificates*), the interest on which may or may not be included in the gross income of the holders thereof for purposes of federal income taxation, in an aggregate amount not to exceed \$4,500,000 as provided pursuant to the provisions of the Certificate of Obligation Act of 1971, as amended, Texas Local Government Code, Section 271.041 through 271.064, for the purpose of paying contractual obligations of the City to be incurred for making permanent public improvements and for other public purposes, to-wit: (1) constructing street improvements (including utilities repair, replacement, and relocation), curbs, gutters, and sidewalk improvements, including drainage improvements and landscaping incidental thereto, (2) acquiring, purchasing, constructing, renovating, improving, equipping, repairing, enlarging and/or extending public safety facilities, including the City's police and fire department facilities, (3) acquiring, purchasing, constructing, renovating, improving, equipping, repairing, enlarging and/or extending City community and parks and recreation facilities that are generally accessible to the public and is part of the City's park system, (4) purchasing real property, materials, supplies, equipment, information technology, machinery, landscaping, land, and rights of way for authorized needs and purposes related to the aforementioned capital improvements, and (5) the payment of professional services related to the acquisition, design, construction, project management, and financing of the aforementioned projects; and

WHEREAS, prior to the issuance of the Certificates, the Governing Body is required to publish notice of its intention to issue the Certificates in a newspaper of general circulation and, if the City maintains an Internet website, post such notice of intention on the City's Internet website, such notice stating: (i) the time and place the City Council tentatively proposes to pass the resolution authorizing the issuance of the Certificates; (ii) the purposes for which the

Certificates are to be issued; (iii) the manner in which the City Council proposes to pay the Certificates; (iv) the then-current principal amount of all outstanding ad valorem debt obligations of the City; (v) the then-current combined principal and interest required to pay all outstanding ad valorem debt obligations of the City on time and in full, which may be based on the City's expectations relative to the interest due on any variable rate ad valorem debt obligations; (vi) the maximum principal amount of the Certificates to be authorized; (vii) the estimated interest rate for the Certificates to be authorized or that the maximum interest rate for the Certificates may not exceed the maximum legal interest rate; and (viii) the maximum maturity date of the Certificates to be authorized; and

WHEREAS, the Governing Body hereby finds and determines that such documents pertaining to the sale of the Certificates should be approved, and the City should proceed with the giving of notice of intention to issue the Certificates in the time, form, and manner provided by law; and

WHEREAS, the Governing Body hereby finds and determines that the adoption of this Resolution is in the best interests of the residents of the City; **NOW, THEREFORE**,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CIBOLO, TEXAS:

SECTION 1. The City Secretary is hereby authorized to cause to be published notice of the Governing Body's intention to issue the Certificates in one or more series (the interest on which on which may or may not be included in the gross income of the holders thereof for purposes of federal income taxation) and in aggregate amount not to exceed \$4,500,000 for the purpose of paying contractual obligations of the City to be incurred for making permanent public improvements and for other public purposes, to-wit: (1) constructing street improvements (including utilities repair, replacement, and relocation), curbs, gutters, and sidewalk improvements, including drainage improvements and landscaping incidental thereto, (2) acquiring, purchasing, constructing, renovating, improving, equipping, repairing, enlarging and/or extending public safety facilities, including the City's police and fire department facilities, (3) acquiring, purchasing, constructing, renovating, improving, equipping, repairing, enlarging and/or extending City community and parks and recreation facilities that are generally accessible to the public and is part of the City's park system, (4) purchasing real property, materials, supplies, equipment, information technology, machinery, landscaping, land, and rights of way for authorized needs and purposes related to the aforementioned capital improvements, and (5) the payment of professional services related to the acquisition, design, construction, project management, and financing of the aforementioned projects. The Certificates will be payable from the levy of an annual ad valorem tax, within the limitations prescribed by law, upon all taxable property within the City and additionally from a pledge of and lien on certain revenues derived from the operation of the City's municipally owned utility system. The notice hereby approved and authorized to be published shall read substantially in the form and content of Exhibit A attached hereto, which notice is incorporated herein by reference as a part of this Resolution for all purposes.

SECTION 2. The City Secretary shall cause the notice described in Section 1 to be published in a newspaper of general circulation in the City, once a week for two (2) consecutive weeks, the date of the first publication shall be at least forty-seven (47) days prior to the date

stated therein for passage of the Resolution authorizing the issuance of the Certificates. Additionally, the City Secretary shall cause the notice described in Section 1 to be posted continuously on the City's website for at least forty-five (45) days prior to the date stated therein for passage of the Resolution authorizing the issuance of the Certificates.

SECTION 3. The City Secretary is directed to maintain a copy of this Resolution in the City's official records in a manner that will allow any member of the general public to review this Resolution during the normal business hours of the City during the period beginning thirty (30) days after the adoption hereof and ending on the date of issuance of the Certificates.

SECTION 4. This Resolution is intended to satisfy the official requirements set forth in section 1.150-2 of the Treasury Regulations.

SECTION 5. All ordinances and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

SECTION 6. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

SECTION 7. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.

SECTION 8. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, as amended, Texas Government Code.

SECTION 9. The City Council hereby finds that the statements set forth in the recitals of this Resolution are true and correct, and the City Council hereby incorporates such recitals as a part of this Resolution.

SECTION 10. This Resolution shall become effective immediately upon passage.

* * *

PASSED AND ADOPTED on the 28th day of April, 2026.

CITY OF CIBOLO, TEXAS

Mayor

ATTEST:

City Secretary

EXHIBIT A

CITY OF CIBOLO, TEXAS NOTICE OF INTENTION TO ISSUE COMBINATION TAX AND LIMITED PLEDGE REVENUE CERTIFICATES OF OBLIGATION

NOTICE IS HEREBY GIVEN that the City Council of the City of Cibolo, Texas will convene at its regular meeting place in the City Council Chambers at 200 S. Main, Cibolo, Texas 78108 at 6:30 P.M., Cibolo, Texas time, on July 14, 2026 (in the event the City Council will be unable to meet at the City Council Chambers, the City will post information on its website for attending the meeting by telephone, teleconference, or other electronic means as well as any additional information regarding the meeting should the time, date, or location change), and during such meeting, the City Council will consider the passage of a Resolution and take such actions as may be deemed necessary to authorize the issuance of one or more series of certificates of obligation (the interest on which may or may not be included in the gross income of the holders thereof for purposes of federal income taxation) in an aggregate principal amount not to exceed \$4,500,000 for the purpose or purposes of paying contractual obligations of the City to be incurred for making permanent public improvements and for other public purposes, to wit: (1) constructing street improvements (including utilities repair, replacement, and relocation), curbs, gutters, and sidewalk improvements, including drainage (improvements) and landscaping incidental thereto, (2) acquiring, purchasing, constructing, renovating, improving, equipping, repairing, enlarging and/or extending public safety facilities, including the City's police and fire department facilities, (3) acquiring, purchasing, constructing, renovating, improving, equipping, repairing, enlarging and/or extending City community and parks and recreation facilities that are generally accessible to the public and is part of the City's park system, (4) purchasing real property, materials, supplies, equipment, information technology, machinery, landscaping, land, and rights of way for authorized needs and purposes related to the aforementioned capital improvements, and (5) the payment of professional services related to the acquisition, design, construction, project management, and financing of the aforementioned projects (collectively, the "Projects"), and for paying all or a portion of the legal, financial and engineering fees in connection with the Projects and the costs of issuance related to such hereinafter defined Certificates. Each series of certificates (together, the "Certificates") will be payable from the levy of an annual ad valorem tax, within the limitations prescribed by law, upon all taxable property within the City and, additionally, from a pledge of and lien on certain revenues derived from the operation of the City's municipally owned utility system. In accordance with Section 271.049, as amended, Texas Local Government Code, (i) the current principal amount of all of the City's outstanding public securities secured by and payable from ad valorem taxes is \$58,790,000; (ii) the current combined principal and interest required to pay all of the City's outstanding public securities secured by and payable from ad valorem taxes on time and in full is \$75,260,052; (iii) the estimated combined principal and interest required to pay the Certificates to be authorized on time and in full is \$7,724,488; (iv) the maximum interest rate for the Certificates may not exceed the maximum legal interest rate; and (v) the maximum maturity date of the Certificates to be authorized is August 1, 2046. The Certificates are to be issued, and this notice is given, under and pursuant to the provisions of the Certificate of Obligation Act of 1971,

as amended, Texas Local Government Code Section 271.041 through Section 271.064, and Chapter 1502, Texas Government Code, as amended, and the City's Home Rule Charter.

/s/ Valerie Chapman

City Secretary

City of Cibolo, Texas

**CITY OF CIBOLO, TEXAS NOTICE OF INTENTION TO ISSUE
COMBINATION TAX AND LIMITED PLEDGE REVENUE
CERTIFICATES OF OBLIGATION**

NOTICE IS HEREBY GIVEN that the City Council of the City of Cibolo, Texas will convene at its regular meeting place in the City Council Chambers at 200 S. Main, Cibolo, Texas 78108 at 6:30 P.M., Cibolo, Texas time, on July 14, 2026 (in the event the City Council will be unable to meet at the City Council Chambers, the City will post information on its website for attending the meeting by telephone, teleconference, or other electronic means as well as any additional information regarding the meeting should the time, date, or location change), and during such meeting, the City Council will consider the passage of a Resolution and take such actions as may be deemed necessary to authorize the issuance of one or more series of certificates of obligation (the interest on which may or may not be included in the gross income of the holders thereof for purposes of federal income taxation) in an aggregate principal amount not to exceed \$4,500,000 for the purpose or purposes of paying contractual obligations of the City to be incurred for making permanent public improvements and for other public purposes, to wit: (1) constructing street improvements (including utilities repair, replacement, and relocation), curbs, gutters, and sidewalk improvements, including drainage (improvements) and landscaping incidental thereto, (2) acquiring, purchasing, constructing, renovating, improving, equipping, repairing, enlarging and/or extending public safety facilities, including the City's police and fire department facilities, (3) acquiring, purchasing, constructing, renovating, improving, equipping, repairing, enlarging and/or extending City community and parks and recreation facilities that are generally accessible to the public and is part of the City's park system, (4) purchasing real property, materials, supplies, equipment, information technology, machinery, landscaping, land, and rights of way for authorized needs and purposes related to the aforementioned capital improvements, and (5) the payment of professional services related to the acquisition, design, construction, project management, and financing of the aforementioned projects (collectively, the "Projects"), and for paying all or a portion of the legal, financial and engineering fees in connection with the Projects and the costs of issuance related to such hereinafter defined Certificates. Each series of certificates (together, the "Certificates") will be payable from the levy of an annual ad valorem tax, within the limitations prescribed by law, upon all taxable property within the City and, additionally, from a pledge of and lien on certain revenues derived from the operation of the City's municipally owned utility system. In accordance with Section 271.049, as amended, Texas Local Government Code, (i) the current principal amount of all of the City's outstanding public securities secured by and payable from ad valorem taxes is \$58,790,000; (ii) the current combined principal and interest required to pay all of the City's outstanding public securities secured by and payable from ad valorem taxes on time and in full is \$75,260,052; (iii) the estimated combined principal and interest required to pay the Certificates to be authorized on time and in full is \$7,724,488; (iv) the maximum interest rate for the Certificates may not exceed the maximum legal interest rate; and (v) the maximum maturity date of the Certificates to be authorized is August 1, 2046. The Certificates are to be issued, and this notice is given, under and pursuant to the provisions of the Certificate of Obligation Act of 1971, as amended, Texas Local Government Code Section 271.041 through Section 271.064, and Chapter 1502, Texas Government Code, as amended, and the City's Home Rule Charter.

/s/ Valerie Chapman

City Secretary
City of Cibolo, Texas



\$4,500,000*
City of Cibolo, Texas
Certificates of Obligation, Series 2026
(Guadalupe and Bexar Counties, Texas)

April 2026							May 2026							June 2026							July 2026							August 2026						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4					1	2		1	2	3	4	5	6				1	2	3	4							1	
5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8
12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15
19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28	29	30			24	25	26	27	28	29	30	28	29	30				26	27	28	29	30	31		23	24	25	26	27	28	29	
							31																			30	31							

Timetable of Events

<u>Date</u>	<u>Event</u>
Tuesday, April 28, 2026	• City Council approves a Financing Plan and Notice of Intent ("NOI") Resolution to issue Certificates of Obligation
Friday, May 1, 2026	• Request Rating from S&P Global Ratings
Wednesday, May 13, 2026	• First Publication of the NOI and the NOI is posted on City's website and remains through July 14, 2026
Wednesday, May 20, 2026	• Second Publication of the NOI
Friday, June 5, 2026	• Send 1 st Draft of the Preliminary Official Statement ("POS") to Bond Counsel
Friday, June 12, 2026	• 1 st Draft of POS comments due from Bond Counsel
(Week of June 15 or 22)	• Rating Agency Conference Call
Tuesday, June 16, 2026	• Send 2 nd Draft of the POS to all parties
Wednesday, June 24, 2026	• 2 nd Draft of the POS comments due from all parties
Thursday, June 25, 2026	• Rating due from S&P
Monday, June 29, 2026	• POS to distribution list and post on website
Tuesday, July 14, 2026	• Enter the Bond Market; City Council approves an Ordinance authorizing the sale of the Certificates of Obligation (Lock in Interest)
Wednesday, August 12, 2026	• Closing of the transaction; City receives proceeds in its project account

**Preliminary, subject to Change*



City Council Regular Meeting Staff Report

B. Approval/Disapproval of a Resolution authorizing the submission of a grant application for the Motor Vehicle Crimes Prevention Authority (MVCPA). (Chief Andres)

Meeting	Agenda Group
Tuesday, April 28, 2026, 6:30 PM	Resolutions Item: 14B.

From
Bryan Huggins, Executive Director - Safety and Infrastructure

PRIOR CITY COUNCIL ACTION:

On October 29, 2024, the City Council adopted a Resolution of the City of Cibolo authorizing the submission of a grant application to seek funding from the Motor Vehicle Crimes Prevention Authority (MVCPA) for the FY 25 SB 224 Catalytic Converter Grant Program and agreed to designate an official to administer the grant.

On March 12, 2025, the City Council received an update from Chief of Police Thedrick Andres regarding the need to enhance technology to assist in crime reduction in the City of Cibolo, including the funding to implement Automated License Recognition technology to improve its intelligence-led policing capabilities.

On March 25, 2025, the City Council authorized the acceptance of the Motor Vehicle Crimes Prevention Authority (MVCPA) Grant for the FY25 SB 224 Catalytic Converter Grant Program authorizing approval of two (2) two police officers, one (1) Crime Analyst position and forty-one (41) Flock Safety Automated License Reader (ALPR) Technology cameras to assist the department in its endeavor to reduce crime.

On June 10, 2025, the City Council authorized the submission of a grant application to renew the Motor Vehicle Crimes Prevention Authority (MVCPA) for the FY 26 SB 224 Catalytic Converter Grant Program and agreed to designate an official to administer the grant.

BACKGROUND:

In March 2025, the Cibolo Police Department was awarded funding through the MVCPA FY25 SB 224 Catalytic Converter Grant Program during the second round of the grant solicitation. The award included funding for:

- Two Police Officers
- One Crime Analyst
- Forty-one Flock Safety Cameras equipped with Automated License Plate Readers (ALPRs)

During the FY25 grant presentation, Chief Thedrick Andres outlined the department’s strategy to deploy High Enforcement Activity Team (HEAT) officers using intelligence-led policing to address crime in identified hot-spot areas. He also highlighted the department’s use of Flock Safety ALPR intelligence and regional information sharing to support crime-solving efforts. The MVCPA Board expressed strong support for the department’s approach and specifically recommended adding a Crime Analyst position to enhance data-driven strategies and track HEAT officer activity.

Multiple regional partners, including Schertz, Seguin, and New Braunfels, are also utilizing MVCPA funding to implement or expand their own Flock Safety systems, strengthening regional collaboration.

FY26 Grant Application Requirement

In July 2025, the MVCPA required all participating agencies to submit applications for the FY26 SB 224 Catalytic Converter Grant Program to align all awards with the beginning of the fiscal year. Due to the short turnaround and the need to maintain continuity of operations, the Cibolo Police Department is again requesting funding for:

- Two Police Officers
- One Crime Analyst
- Forty-one Flock Safety ALPR Cameras

These resources are essential to sustaining the proactive crime-reduction strategies approved under the FY25 award.

STAFF RECOMMENDATION:

The staff recommends approval of a Resolution authorizing the submission of a grant application for the Motor Vehicle Crime Prevention Authority (MVCPA) FY27 SB 224 grant that includes a request for additional (3) positions (1-Police Sergeant and 2-HEAT Officers) to supplement the existing (3) grant positions (1-Crime Analyst and 2-HEAT Officers).

FINANCIAL IMPACT:

The Motor Vehicle Crime Prevention Authority approved funding for the Cibolo Police Department in the estimated amount of \$1,118,366.00. The City of Cibolo's one-time 20% estimated cash match requirement for this grant would be \$186,366.00.

MOTION(S):

Suggested Motion: I move to approve a resolution authorizing the submission of a grant application for the Motor Vehicle Crimes Prevention Authority.

Attachments

[Resolution FY2027 MVCPA FY27 Grant Program.pdf](#)

[FY27_MVCPA_Financial_Impact_Updated_Equipment_v2.pdf](#)



RESOLUTION _____

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF CIBOLO, TEXAS, APPROVING SUBMISSION OF A GRANT APPLICATION TO THE OFFICE OF THE GOVERNOR FOR THE MOTOR VEHICLE CRIMES PREVENTION AUTHORITY (MVCPA) FY2027 SB 224 CATALYTIC CONVERTER GRANT PROGRAM AND AGREEING TO DESIGNATE AN OFFICIAL TO ADMINISTER THE GRANT.

WHEREAS, The City of Cibolo Council has applied or wishes to apply to the **Motor Vehicle Crimes Prevention Authority (MVCPA)** for the FY 27 SB 224 Catalytic Converter Grant Program; and

WHEREAS, the Motor Vehicle Crimes Prevention Authority (MVCPA) has made funds available for law enforcement projects for the Catalytic Converter Grant during the 2027 fiscal year; and

WHEREAS, the increased funding source would benefit the City of Cibolo in its endeavor to reduce crime; and

WHEREAS, under the provisions of the Texas Transportation Code Chapter 1006 and Texas Administrative Code Title 43; Part 3; Chapter 57, entities are eligible to receive grants from the Motor Vehicle Crime Prevention Authority to provide financial support to law enforcement taskforces and agencies for economic motor vehicle theft, including catalytic converter theft; and

WHEREAS this grant program will assist this jurisdiction in combating catalytic converter theft as well as other motor vehicle-related crime; and

WHEREAS, the City of Cibolo has agreed that in the event of loss or misuse of the grant funds, the City of Cibolo agrees and assures that the grant funds will be returned in full to the Motor Vehicle Crime Prevention Authority.

NOW THEREFORE, BE IT RESOLVED and ordered that Thedrick Andres, Sr, Chief of Police, is designated as the Authorized Official to apply for, accept, decline, modify, or cancel the grant application for the Motor Vehicle Crime Prevention Authority Grant Program and all other necessary documents to accept said grant; and

BE IT FURTHER RESOLVED that Steven Schauer, Lieutenant, is designated as the Program Director and Anna Miranda, Finance Director, is designated as the Financial Officer for this grant.



PASSED AND ADOPTED by the City Council of the City of Cibolo on the XXth day of April, 2026.

APPROVED:

Kara Latimer, Mayor

ATTEST:

Valerie Chapman, TRMC, City Secretary

FY 27 MVCPA FINANCIAL IMPACT

Budget Summary

Budget Category	MVCPA Expenditures	Cash Match Expenditures	Total Expenditures
Personnel	\$429,165	\$85,835	\$515,000
Fringe	\$190,835	\$38,165	\$229,000
Overtime	\$15,000	\$3,000	\$18,000
Professional and Contract Services	\$8,121	\$1,624	\$9,745
Travel	\$19,667	\$3,933	\$23,600
Equipment	\$248,208	\$49,642	\$297,850
Supplies and Direct Operating Expenses (DOE)	\$20,833	\$4,167	\$25,000
Total	\$931,829	\$186,366	\$1,118,195
Cash Match Percentage		20.00%	

Personnel					
Description	Subcategory	Pct Time	MVCPA Funds	Cash Match	Total
Sergeant	Investigator/LEO	100	\$83,333	\$16,667	\$100,000
Officer	Investigator/LEO	100	\$70,833	\$14,167	\$85,000
Officer	Investigator/LEO	100	\$70,833	\$14,167	\$85,000
Officer	Investigator/LEO	100	\$70,833	\$14,167	\$85,000
Officer	Investigator/LEO	100	\$70,833	\$14,167	\$85,000
Crime Analyst	Crime Analyst	100	\$62,500	\$12,500	\$75,000
Total Personnel		600	\$429,165	\$85,835	\$515,000

Fringe					
Description	Subcategory	Pct Time	MVCPA Funds	Cash Match	Total
Sergeant	Investigator/LEO		\$37,500	\$7,500	\$45,000

Description	Subcategory	Pct Time	MVCPA Funds	Cash Match	Total
Officer	Investigator/LEO		\$31,667	\$6,333	\$38,000
Officer	Investigator/LEO		\$31,667	\$6,333	\$38,000
Officer	Investigator/LEO		\$31,667	\$6,333	\$38,000
Officer	Investigator/LEO		\$31,667	\$6,333	\$38,000
Crime Analyst	Crime Analyst		\$26,667	\$5,333	\$32,000
Total Fringe			\$190,835	\$38,165	\$229,000

Overtime					
Description	Subcategory	Pct Time	MVCPA Funds	Cash Match	Total
Sergeant	Investigator/LEO		\$2,500	\$500	\$3,000
Officer	Investigator/LEO		\$2,500	\$500	\$3,000
Officer	Investigator/LEO		\$2,500	\$500	\$3,000
Officer	Investigator/LEO		\$2,500	\$500	\$3,000
Officer	Investigator/LEO		\$2,500	\$500	\$3,000
Crime Analyst	Crime Analyst		\$2,500	\$500	\$3,000
Total Overtime			\$15,000	\$3,000	\$18,000

Professional and Contract Services					
Description	Subcategory	Pct Time	MVCPA Funds	Cash Match	Total
LeadsOnline-Night hawk	Other	100	\$8,121	\$1,624	\$9,745
Total Professional and Contract Services	Other	100	\$8,121	\$1,624	\$9,745

Travel					
Description	Subcategory	Pct Time	MVCPA Funds	Cash Match	Total
MVCPA Conference x8	Training In-State		\$16,667	\$3,333	\$20,000
TXLEAN Crime Analyst Conference	Training In-State		\$1,250	\$250	\$1,500

Description	Subcategory	Pct Time	MVCPA Funds	Cash Match	Total
IACA Crime Analyst Conference	Training In-State		\$1,750	\$350	\$2,100
Total Travel			\$19,667	\$3,933	\$23,600

Equipment					
Description	Subcategory	Pct Time	MVCPA Funds	Cash Match	Total
Tahoe + Upfitting			\$70,833	\$14,167	\$85,000
In car Cameras			\$8,125	\$1,625	\$9,750
Body Worn Cameras x 3			\$8,000	\$1,600	\$9,600
ALPR Bundle Fee (41 ALPR incl. 18 videos)			\$138,750	\$27,750	\$166,500
Tahoe x 2 (annual lease)			\$22,500	\$4,500	\$27,000
Total Equipment			\$248,208	\$49,642	\$297,850

Supplies and Direct Operating Expenses (DOE)					
Description	Subcategory	Pct Time	MVCPA Funds	Cash Match	Total
Fuel (3 vehicles)			\$12,500	\$2,500	\$15,000
Public Event Promotional Materials			\$8,333	\$1,667	\$10,000
Total Supplies and Direct Operating Expenses (DOE)			\$20,833	\$4,167	\$25,000

20.00% Cash Match

MVCPA FUNDS	\$931,829
CASH MATCH	\$186,366
TOTAL	\$1,118,195



City Council Regular Meeting Staff Report

A. Discussion/Action to approve the Wayfinding Sign Services Agreement between National Sign Plazas, Inc., and the City of Cibolo, Texas, and authorize the city manager to execute the agreement. (Mr. Reed/Mr. Gomez/Mrs. Samuelson)

Meeting	Agenda Group
Tuesday, April 28, 2026, 6:30 PM	Discussion/Action Item: 15A.
From	
Wayne Reed, City Manager	

PRIOR CITY COUNCIL ACTION:

May 2008 – City Council amended the City’s sign regulations through the adoption of Ordinance No. 842, establishing provisions for kiosk signs within the public right-of-way (ROW) to provide directional information for subdivisions, home builders, and City facilities. The ordinance allowed these signs to be installed and maintained by the City or through an authorized contract agreement.

February–March 2011 – City Council approved an agreement for services with National Sign Plaza, Inc. to install and maintain kiosk signs providing directional information for subdivisions, home builders, and City facilities.

September 23, 2025 – City Council directed staff to re-advertise the contract for sign plaza services to expand the program and include the opportunity for businesses to advertise their establishments on the sign plazas.

January 13, 2026 – City Council authorized staff to issue Request for Proposal (RFP) No. 26-140-10 for comprehensive Wayfinding Sign Services, including continued operation of the existing program and expansion opportunities.

BACKGROUND:

The City of Cibolo has maintained a Sign Plaza Program since 2011 to provide directional information about active residential subdivisions and home builders for home buyers, residents, and visitors while discouraging the placement of unauthorized off-site directional signs (“bandit signs”) throughout the community.

Following City Council direction in January 2026, the City Manager’s Office, in coordination with the Finance Department’s Procurement Division and Public Works, completed the competitive procurement process for Request for Proposal (RFP) No. 26-140-10 for comprehensive Wayfinding Sign Services.

Pursuant to the Texas Local Government Code and the City Charter, the City issued the RFP to solicit proposals from qualified firms to provide Wayfinding Sign Services within the city limits. The selected contractor will assume full responsibility for the operation of the program, including sign installation, maintenance, advertising sales, and revenue generation.

The procurement process was completed as follows:

- RFP Posted: January 16, 2026
- Advertisement Dates: January 21 and January 28, 2026
- Pre-Bid Meeting: January 29, 2026
- Proposal Due Date / Bid Opening: February 19, 2026
- Interviews: March 26, 2026

Staff received one proposal from National Sign Plaza, Inc..

Bidder	Address, City, State, Zip Code
National Sign Plazas, Inc.	2202 West Huntington Drive, Tempe, AZ 85282

The proposal was evaluated using the City’s established criteria, including firm qualifications, project experience, sign plaza design, technical approach, compliance with contract requirements, and revenue-sharing proposal.

	Proposal Evaluation Criteria	Points
1.	Firm Background	10
2.	Project Experience and Qualifications	20
3.	Wayfinding Sign Plaza Types and Design	20
4.	Methodology and Technical Approach	20
5.	Ability to comply with Exhibit A Terms and Conditions	5
6.	Revenue Sharing Proposal	25
7.	Oral Interviews	25
	Total	125

National Sign Plaza, Inc. received a total score of 91 out of 125 points and demonstrated the experience and technical capability to successfully continue and expand the City’s Wayfinding Sign Plaza Program. No interview was conducted.

The proposal is consistent with City Council's January 2026 direction and includes the expanded opportunity for local businesses to advertise on wayfinding sign plazas. In addition, the proposal includes eight (8) additional wayfinding sign plazas for the City to promote municipal facilities and amenities at no cost to the City. The final locations and design of the City's sign plazas will be determined following execution of the agreement and approved by the City Manager.

National Sign Plaza, Inc. also provided a detailed methodology and technical approach to continue the current program and implement the expanded scope of services. The Scope of Services is outlined in Exhibit "A" of the agreement and Wayfinding Sign Plaza specifications are provided in Exhibit "C."

Pursuant to Section 2.3 of the agreement, the initial term of the contract is five (5) years, with two (2) additional five-year renewal options. The agreement will automatically renew unless either party provides written notice of non-renewal at least ninety (90) days prior to the expiration of the then-current term, provided there are no changes to the terms of the agreement or increased costs to the City, and funds for extended services are budgeted and appropriated in accordance with law. The Effective Date of this agreement will be March 9, 2026, to coincide with the end date of the previous agreement between national Sign Plazas and the City of Cibolo.

STAFF RECOMMENDATION:

City staff recommends approval of the Wayfinding Sign Services Agreement with National Sign Plaza, Inc. and authorization for the City Manager to execute the agreement.

FINANCIAL IMPACT:

This program is provided at no cost to the City for operations and maintenance. The City receives revenue from this program based on the number of sign plazas and panels. The program was reactivated in 2022. The City received over \$22,700 in revenue from sign plazas across FY24 and FY25; the vendor paid the City \$9,100 in FY24 and \$13,690 in FY25. All funds generated through this program are deposited into the City's General Fund to support overall municipal operations.

MOTION:

I move to approve the Wayfinding Sign Services Agreement between National Sign Plaza, Inc. and the City of Cibolo, Texas, and authorize the City Manager to execute the agreement.

Attachments

[12-5 Tab E.pdf](#)

[Contract 26-140-10 Wayfinding Sign Services.pdf](#)

Revenue Sharing Proposal

Exhibit “B”

1. Firm Responsibility for All Program Costs

National Sign Plazas, Inc. (NSP) acknowledges and agrees that it shall be fully responsible for all costs associated with the Wayfinding Sign Plaza Program, with no reimbursement from the City of Cibolo for any expenses.

NSP will bear sole financial responsibility for:

- Design coordination and drawing preparation
- Fabrication of plaza structures and sign panels
- Installation and foundation work
- Right-of-way permitting fees
- Maintenance and repairs
- Replacement of damaged panels or structures
- Billing, collection, and administrative costs
- Insurance and warranty obligations
- Reporting and program management

The City shall incur no capital expenditure, operating expense, maintenance cost, or administrative burden associated with the program. NSP assumes full financial risk for vacancies, non-payment, and operational fluctuations.

2. Revenue Sharing Model & Demonstration of Accurate Fee Remittance

Revenue Model Overview

NSP leases sign panels to qualified residential developers, homebuilders, and local businesses located within the City of Cibolo. Lease rates are established at competitive market-based levels and may vary by plaza type and location.

NSP will remit to the City an administrative fee of:

Ten Dollars (\$10) per sign panel per month

Payments will be made on a quarterly basis in accordance with the Agreement.

NSP is solely responsible for contracting, invoicing, collecting lease payments, and remitting the City's administrative fee. The City bears no responsibility for vacancies or collections.

Inventory Verification & Transparency Controls

To ensure the City can verify the accuracy of revenue remittances, NSP will implement the following accountability measures:

A. CRM-Based Inventory Tracking

All installed plazas and sign panels will be tracked through NSP's Monday.com CRM platform. The system records:

- Plaza location
- Plaza type
- Panel occupancy status
- Installation date
- Billing status
- Administrative fee calculation

B. Quarterly Inventory Report

Each quarterly remittance will be accompanied by a detailed inventory report that includes:

- Total number of active panels
- Total administrative fee due to the City
- Payment calculation summary

C. Staff-Only Live Mapping

NSP maintains a live Google Map of all plaza locations. This map will be shared exclusively with City staff, allowing visual confirmation of installed assets.

D. Audit Rights

NSP will maintain all supporting records for the required retention period and will make such records available to the City upon reasonable request, consistent with the Agreement.

These measures ensure that the City can independently confirm that the administrative fee paid reflects the actual number of panels installed and active during the reporting period.

3. Contract Amount Negotiation & Flexibility

NSP understands that the final contract terms, including revenue-sharing mechanics and scope refinements, will be negotiated following selection and finalization of the scope of work.

NSP is prepared to:

- Continue the current administrative fee structure of \$10 per panel per month
- Adjust implementation details to align with updated City priorities
- Incorporate the addition of up to eight (8) City-dedicated plazas at no cost
- Refine reporting formats in collaboration with City staff

NSP's revenue-sharing model is designed to be sustainable, scalable, and flexible to accommodate program growth while protecting the City from financial exposure.



City of Cibolo
200 South Main Street
Cibolo, Texas 78108

STANDARD FORM OF AGREEMENT
GENERAL SERVICES

WAYFINDING SIGN
PROJECT

CONTRACT # 26-140-10

**STANDARD FORM OF AGREEMENT
GENERAL SERVICES**

THIS AGREEMENT for **Wayfinding Sign Services** is entered as of the Effective Date by and between **the City of Cibolo** (hereinafter called "**CITY**"), a Texas home rule municipality, and **National Sign Plazas, Inc.** (hereinafter called "**CONTRACTOR**"), an Arizona corporation, acting by and through their duly authorized representatives.

CITY and CONTRACTOR, in consideration of the covenants hereinafter set forth, agree as follows:

Article 1. WORK.

CONTRACTOR shall complete and perform services that are generally described as **Wayfinding Sign Services** and more fully described in **Exhibit "A"** (Scope of Services). CONTRACTOR shall install and maintain Wayfinding Sign Plazas in conformance with the Specifications shown in **Exhibit "C"** (Wayfinding Sign Plaza Specifications).

The Parties by mutual agreement through contract amendments may provide for additional services to be performed under the basic general terms and conditions of this Contract. CITY reserves the right to enter into another agreement with other contractor to provide the same or similar services during the term of this Contract for different projects.

Unless expressly excluded in **Exhibit "A,"** CONTRACTOR shall provide and assume full responsibility for expenses related to all services, including, but not limited to, materials, equipment, labor, transportation, construction equipment and machinery, tools, fuel, and all other incidentals necessary for the performance of the Contract.

CONTRACTOR shall provide its services under this Contract with the same degree of care, skill and diligence as is ordinarily provided by a contractor under similar circumstances for a similar scope of services. CONTRACTOR represents that it has the license, capability, experience, available personnel, equipment and means required to perform the services contemplated by this Contract. Services will be performed using personnel and equipment qualified and/or suitable to perform the work requested by the CITY. CITY retains the right to report to CONTRACTOR any unsatisfactory performance of CONTRACTOR personnel for appropriate corrective action. CONTRACTOR shall comply with applicable federal, state, and local laws in connection with any work performed hereunder.

Article 2. PAYMENT, EFFECTIVE DATE, AND TERM.

2.1 Consideration. In consideration for the right to perform Wayfinding Sign Services within the CITY's public rights-of-way, as described in **Exhibit "A"** (Scope of Services), and upon the CONTRACTOR'S completion of the work in conformity with this Contract, the CONTRACTOR shall pay the CITY from revenues received, in accordance with **Exhibit "B"** (Fees and Payment Schedule).

2.2 CONTRACTOR'S Payment and Approval. The CONTRACTOR shall pay the CITY the amounts specified in **Exhibit "B"** (Fees and Payment Schedule) from revenues received from entities that rent space on the Wayfinding Sign Plazas from the CONTRACTOR, subject to the CITY'S approval of the services. All records supporting such payments shall be maintained at the CONTRACTOR'S offices for a period of not less than five (5) years and shall be made available to the CITY for inspection, audit, or copying upon reasonable request.

2.3 Effective Date. The Effective Date of this Agreement is March 9, 2026 (the “Effective Date”).

2.4 Term. The term of this Contract shall be five (5) years from the Effective Date, with two (2) additional five-year renewal options. This Contract shall automatically renew unless either party provides written notice of non-renewal at least ninety (90) days prior to the expiration of the then-current term, provided that no change or modification to the terms of this Contract, nor any increase in the costs for the Services, is incurred by the CITY, and that funds for such extended services are duly budgeted and appropriated in accordance with law.

Article 3. INDEPENDENT CONTRACTOR AND SUBCONTRACTORS

3.1 Independent Contractor. It is understood and agreed by the parties that the CONTRACTOR is an independent contractor retained for the services described in the Scope of Services. The CITY will not control the manner or the means of the CONTRACTOR'S performance, but shall be entitled to a work product as in the Scope of Services. The CITY will not be responsible for reporting or paying employment taxes or other similar levies that may be required by the United States Internal Revenue Service or other State or Federal agencies. This Contract does not create a joint venture.

3.2 Subcontractor. The term "subcontractor" shall mean and include only those hired by and having a direct contact with CONTRACTOR for performance of work on the Project. The CITY shall have no responsibility to any subcontractor employed by a CONTRACTOR for performance of work on the Project, and all subcontractors shall look exclusively to the CONTRACTOR for any payments due. The CONTRACTOR shall be fully responsible to the CITY for the acts and omissions of its subcontractors. Nothing contained herein shall create any contractual or employment relations between any subcontractor and the CITY.

Article 4. INSURANCE

4.1 The CONTRACTOR shall procure and maintain, at its sole cost and expense for the duration of this Contract, insurance against claims for injuries to persons or damages to property that may arise from or in connection with the performance of the services performed by the CONTRACTOR, its officers, agents, volunteers, and employees.

4.2 The CONTRACTOR'S insurance shall list the City of Cibolo, its officers, agents, volunteers, and employees as additional insureds. The Required Limits of Insurance are attached in **Exhibit “D”**. Certificates of insurance evidencing the required insurance policies are attached in **Exhibit “E”**.

Article 5. INDEMNITY PROVISIONS.

5.1 GENERAL. TO THE FULLEST EXTENT PERMITTED BY LAW, AND EXCEPT AS SET OUT IN SECTIONS 5.2 BELOW, CONTRACTOR SHALL INDEMNIFY, HOLD HARMLESS, AND DEFEND CITY, ITS ELECTED OFFICIALS, EMPLOYEES, OFFICERS, DIRECTORS, VOLUNTEERS AND REPRESENTATIVES OF THE CITY, INDIVIDUALLY OR COLLECTIVELY, (ALL THE "INDEMNITEES" AND INDIVIDUALLY AN "INDEMNITEE"), FROM AND AGAINST ALL CLAIMS, DAMAGES, LOSSES, AND EXPENSES, INCLUDING BUT NOT LIMITED TO REASONABLE ATTORNEYS' FEES, ARISING OUT OF OR RESULTING FROM THE PERFORMANCE OF THE WORK OR OTHER ACTIVITIES OF CONTRACTOR OR ANY SUBCONTRACTOR PURSUANT TO THIS AGREEMENT, INCLUDING, WITHOUT LIMITATION (1) THE VIOLATION OF ANY ORDINANCE, REGULATION, STATUTE, OR OTHER APPLICABLE LAW BY CONTRACTOR OR ANY SUBCONTRACTOR (OR ANY OF THEIR EMPLOYEES) OF ANY TIER; (2) ANY LIEN OR BOND CLAIM ASSERTED BY ANY SUBCONTRACTOR OR SUPPLIER OF ANY TIER FOR WORK OR MATERIALS

PROVIDED TO THE PROJECT, CONDITIONED UPON PAYMENT RECEIVED BY CONTRACTOR FROM CITY HEREUNDER; (3) BODILY INJURY OR DEATH OF ANY PERSON, OR PROPERTY DAMAGE, INCLUDING LOSS OF USE OF PROPERTY, EXCEPT TO THE EXTENT CAUSED BY ANY NEGLIGENT ACT OR OMISSION OF ANY INDEMNITEE OR THEIR DESIGN PROFESSIONALS OR SEPARATE CONTRACTORS (OTHER THAN THE CONTRACTOR OR ANY SUBCONTRACTORS).

5.2 EMPLOYEE INJURY CLAIMS. IN ADDITION TO THE INDEMNIFICATION PROVIDED IN SECTION 5.1 AND 5.2 CONTRACTOR SHALL INDEMNIFY, DEFEND, AND HOLD HARMLESS ALL INDEMNITEES FROM AND AGAINST ALL CLAIMS, DAMAGES, LOSSES, AND EXPENSES (INCLUDING BUT NOT LIMITED TO REASONABLE ATTORNEYS' FEES AND COSTS), ARISING OUT OF, RESULTING FROM, OR ATTRIBUTABLE TO ANY CLAIM OF BODILY INJURY, SICKNESS, DISEASE, OR DEATH OF ANY EMPLOYEE OF CONTRACTOR, ANY SUBCONTRACTOR, OR ANYONE DIRECTLY OR INDIRECTLY EMPLOYED BY CONTRACTOR OR ANY OF ITS SUBCONTRACTORS, BROUGHT BY SUCH INJURED EMPLOYEE OR THE EMPLOYEE'S WORKERS COMPENSATION INSURANCE CARRIER (HEREINAFTER REFERRED TO AS AN "EMPLOYEE INJURY CLAIM"), EVEN TO THE EXTENT SUCH CLAIM, DAMAGE, LOSS, OR EXPENSE IS CAUSED OR IS ALLEGED TO BE CAUSED, IN WHOLE OR IN PART, BY THE SOLE OR CONCURRENT NEGLIGENCE OF CITY OR ANY INDEMNITEE, IT BEING THE EXPRESSED INTENT OF THE CONTRACTOR THAT, IN SUCH EVENT, THE CONTRACTOR IS TO INDEMNIFY, HOLD HARMLESS, AND DEFEND THE INDEMNITEES FROM THE CONSEQUENCES OF THEIR OWN NEGLIGENCE, WHETHER IT IS OR IS ALLEGED TO BE THE SOLE OR CONCURRING CAUSE OF THE BODILY INJURY, SICKNESS, DISEASE, OR DEATH OF THE EMPLOYEE. THE INDEMNIFICATION OBLIGATIONS UNDER THIS PARAGRAPH SHALL NOT BE LIMITED BY ANY LIMITATION ON THE AMOUNT OR TYPE OF DAMAGES, COMPENSATION, OR BENEFITS PAYABLE BY OR FOR CONTRACTOR UNDER WORKERS COMPENSATION ACTS, DISABILITY BENEFIT ACTS, OR OTHER EMPLOYEE BENEFIT ACTS. CONTRACTOR SHALL PROCURE LIABILITY INSURANCE COVERING ITS OBLIGATIONS UNDER THIS PARAGRAPH.

5.3 COPYRIGHT INFRINGEMENT CLAIMS. IN ADDITION TO THE INDEMNIFICATION PROVIDED IN SECTIONS 5.1 AND 5.2, ABOVE, CONTRACTOR SHALL INDEMNIFY, DEFEND, AND HOLD HARMLESS CITY AND ANY INDEMNITEE(S) FROM AND AGAINST ALL CLAIMS, DAMAGES, LOSSES, AND EXPENSES (INCLUDING BUT NOT LIMITED TO REASONABLE ATTORNEYS' FEES AND COSTS) ARISING OUT OF OR RELATING TO ANY CLAIM AGAINST CITY OR INDEMNITEES ASSERTING INFRINGEMENT OR ALLEGED INFRINGEMENT OF A PATENT, TRADEMARK, COPYRIGHT, OR OTHER INTELLECTUAL PROPERTY RIGHT IN CONNECTION WITH THE INSTRUMENTS OF SERVICE FURNISHED BY OR THROUGH CONTRACTOR OR ITS SUBCONTRACTORS, EVEN TO THE EXTENT SUCH CLAIM, DAMAGE, LOSS, OR EXPENSE IS CAUSED OR IS ALLEGED TO BE CAUSED, IN WHOLE OR IN PART, BY THE SOLE OR CONCURRENT NEGLIGENCE OF ANY OF THE INDEMNITEES OR ANYONE DIRECTLY OR INDIRECTLY EMPLOYED BY THEM.

5.4 If such infringement claim or action has occurred or, in CONTRACTOR's judgment is likely to occur, CITY shall allow the CONTRACTOR at CONTRACTOR's option and expense, (unless such infringement results directly from CONTRACTOR's compliance with CITY's written standards or specifications or by reason of CITY's or design of articles or their use in combination with other materials or in the operation of any process for which the CITY shall be liable) to either: (a) procure for CITY the right to continue using said deliverable and/or materials; (b) modify such deliverable and/or materials to become non-infringing (provided that such modification does not adversely affect CITY's intended use of the deliverable and/or materials as contemplated hereunder); (c) replace said deliverable and/or materials with an equally suitable, compatible and functionally equivalent non-infringing deliverable and/or materials at no additional charge to CITY; or (d) if none of the foregoing alternatives is reasonably available to CONTRACTOR, upon written request CITY shall return the deliverable and/or materials in question to CONTRACTOR and CONTRACTOR shall refund all monies paid by CITY with respect to such deliverable and/or materials and accept return of same. If any such cure provided for in this

Section shall fail to satisfy the third-party claimant, these actions shall not relieve CONTRACTOR from its defense and indemnity obligations set forth in this Article.

Article 6. MISCELLANEOUS.

6.1 Assignment of Contract. No assignment of any rights under or interests in this Agreement will be binding on another Party hereto without the written consent of the Party sought to be bound, and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

6.2 Successors and Assigns. The CITY and CONTRACTOR each binds itself, its partners, successors, permitted assigns, and its legal representatives to the other Party hereto, its partners, successors, permitted assigns, and its legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

6.3 Termination of Contract.

6.3.1 Termination of Contract for Cause. If, through any cause, CONTRACTOR shall fail to fulfill in timely and proper manner his obligations under this Contract, or if CONTRACTOR shall violate any of the covenants, agreements, warranties or stipulations of this Contract, the CITY shall thereupon have the right to terminate this Contract if CONTRACTOR fails to respond to Notice-to-Cure (NTC) within ten (10) days of receipt of NTC, if such breach is curable.

6.3.2 Termination of Contract for Convenience. CITY may terminate this Agreement without cause and for its convenience at any time upon **thirty (30)** days' written notice. Upon the CONTRACTOR's receipt of such notice, the CONTRACTOR shall cease work immediately. The CONTRACTOR shall be compensated for the services satisfactorily performed and goods satisfactorily delivered, prior to the termination date.

6.3.3 If the Contract is terminated by either party as provided herein, CITY will be paid through the last full monthly period identified in the written notice of termination. If Contract is Terminated for Convenience of the CITY, CONTRACTOR shall not be entitled to loss of profit or other loss based on uncompleted work.

6.3.4 Notwithstanding the above, CONTRACTOR shall not be relieved of liability to CITY for damages sustained by CITY by virtue of any intentional and/or negligent act or omission, or any breach of the Contract by CONTRACTOR.

6.4 Notice. Any official notice under this Contract will be sent to the following addresses:

CITY: City of Cibolo Attn: City Manager 200 South Main Street Cibolo, TX 78108	CITY: City of Cibolo Attn: Public Works Director 108 Cibolo Drive Cibolo, TX 78108	CONTRACTOR: National Sign Plazas, Inc. Attn: Brandan Elsner 715 Discovery Blvd#502 Cedar Park, TX 78613
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6.5 Dispute Resolution. This Agreement and any disputes related to it shall be governed by and construed in accordance with the laws of the State of Texas, without regard to its conflict or choice of law principles. CONTRACTOR agrees and acknowledges that CONTRACTOR'S obligations under this Agreement must be performed in whole or in part in Guadalupe County, Texas, and venue of any and all legal proceedings between CITY and the CONTRACTOR shall lie in Guadalupe County, Texas. If CONTRACTOR brings any claim against CITY and CONTRACTOR does not prevail with respect to such claim, CONTRACTOR shall be liable for all attorneys' fees and costs incurred by CITY as a result of such claim.

6.6 Independent Contractor. It is understood and agreed that the relationship of CONTRACTOR to CITY shall be that of an independent contractor. Nothing contained herein or inferable here from shall be deemed or construed to (1) make the CONTRACTOR the agent, servant, or employee of CITY, or (2) create any partnership, joint venture, or other association between CITY and CONTRACTOR. CONTRACTOR shall be solely responsible for all means, methods, techniques and safety measures utilized in performance of the Work.

6.7 Safety. CONTRACTOR agrees that it shall be solely responsible for the safety of its employees, and CONTRACTOR shall be solely responsible for the establishment and enforcement of all safety precautions, programs and practices in connection with the Work as necessary to protect all persons and property from injury, death, loss or damage arising out of or related to the Work, including but not limited to the erection and maintenance of barricades, installation of warning signage, and institution of other traffic and/or pedestrian control measures, and CONTRACTOR shall at all times comply with all health, safety and environmental federal, state and local laws, codes, regulations, ordinances and permits applicable to the Work, including but not limited to the Occupational Safety and Health Act of 1970 (OSHA) as amended and the regulations thereto, all requirements of the Texas Commission on Environmental Quality, and the Centers for Disease Control and Prevention (CDC).

6.8 Use of Premises. CONTRACTOR shall confine equipment, the storage of materials and equipment, and the operations of workers to the site of the Work and land and areas identified in and permitted by the Contract Documents, and other land and areas permitted by laws and regulations, rights-of-way, permits and easements, and shall not unreasonably encumber the site of the Work with construction equipment or other materials or equipment. During the progress of the Work and on a daily basis, CONTRACTOR shall keep the site of the Work free from any accumulations of waste materials, rubbish and other debris resulting from the Work. CONTRACTOR shall provide such personnel, waste containers and/or equipment necessary to maintain an orderly, clean and safe work site. CONTRACTOR shall keep all streets, access streets, driveways, and areas of public access, walkways, and other designated areas clean and open at all times. CONTRACTOR shall remove all waste materials, rubbish and debris from and about the site of the Work at the end of each work day. At the completion of the Work, CONTRACTOR shall also remove all tools, appliances, construction equipment and machinery, and surplus materials. CONTRACTOR shall leave the site of the Work clean, and restore to original condition all property not designated for alteration by the Contract Documents. If the CONTRACTOR fails to clean up at the end of each work day or restore the site of the Work at the completion of the Work, CITY may do so and the cost thereof will be charged against the CONTRACTOR and may be offset against any sum otherwise due CONTRACTOR.

6.9 Stop Work Notice. CITY may issue an immediate Stop Work Notice in the event the CONTRACTOR is observed performing Work in a manner that is in violation of federal, state and local laws, codes, regulations, ordinance and permits, or in a manner that is determined by CITY to be unsafe to either life or property. Upon notification, the CONTRACTOR shall cease all Work until notified by CITY that the violation or unsafe condition has been corrected. The CONTRACTOR shall be liable for all costs incurred by CITY as a result of the issuance of such Stop Work Notice.

6.10 CITY's Rights and Remedies. All rights and remedies of CITY under the Contract Documents are cumulative and in addition to all other rights and remedies available to CITY at law or in equity.

6.11 No Waiver of Governmental Immunity. NOTHING IN THIS CONTRACT SHALL BE CONSTRUED TO WAIVE THE CITY'S GOVERNMENTAL IMMUNITY FROM LAWSUIT, WHICH IMMUNITY IS EXPRESSLY RETAINED TO THE EXTENT IT IS NOT CLEARLY AND UNAMBIGUOUSLY WAIVED BY STATE LAW.

6.12 Legal Compliance. CONTRACTOR shall comply with all federal, state and local laws, codes, regulations, ordinances and permits applicable to performance of the Work, including but not limited to all wage and employment laws, and the Immigration Reform and Control Act of 1986, as amended, and CONTRACTOR shall maintain and require that its subcontractors maintain any and all licenses required for performance of the Work. CONTRACTOR hereby agrees that the following terms, conditions, verifications, certifications, and representations apply to and are incorporated into this Agreement for all purposes:

(a) With respect to providing Services hereunder, CONTRACTOR shall comply with any applicable Equal Employment Opportunity and/or Affirmative Action ordinances, rules, or regulations during the term of this Agreement.

(b) Pursuant to Texas Local Government Code Chapter 176, CONTRACTOR shall submit a signed Texas Ethics Commission ("TEC") Conflict of Interest Questionnaire ("CIQ") at the time CONTRACTOR submits this signed Agreement to CITY OF CIBOLO. TEC Form CIQ and information related to same may be obtained from TEC website by visiting <https://www.ethics.state.tx.us/forms/conflict/>. If CONTRACTOR certifies that there are no Conflicts of Interest, CONTRACTOR shall indicate so by writing name of CONTRACTOR'S firm and "No Conflicts" on the TEC Form CIQ.

(c) If CONTRACTOR is a privately held entity, then pursuant to Texas Government Code Section 2252.908 and the rules promulgated thereunder by the TEC, CONTRACTOR shall submit a completed and signed TEC Form 1295 with a certificate number assigned by the TEC to CITY at the time CONTRACTOR submits this signed Agreement to CITY. TEC Form 1295 and information related to same may be obtained from TEC website by visiting <https://www.ethics.state.tx.us/filinginfo/1295/>. CONTRACTOR agrees and acknowledges that this Agreement shall be of no force and effect unless and until CONTRACTOR has submitted said form to CITY, if and to the extent such form is required under Government Code § 2252.908 and the rules promulgated thereunder by the TEC.

(d) As required by Chapter 2271, Texas Government Code, CONTRACTOR hereby verifies that CONTRACTOR, including a wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of the same, does not boycott Israel and will not boycott Israel through the term of this Agreement. The term "boycott Israel" in this paragraph has the meaning assigned to such term in Section 808.001 of the Texas Government Code, as amended.

(e) Pursuant to Chapter 2252, Texas Government Code, CONTRACTOR represents and certifies that, at the time of execution of this Agreement, neither CONTRACTOR, nor any wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of the same, is engaged in business with Iran, Sudan, or any terrorist organization, and is a company listed by the Texas Comptroller of Public Accounts under Sections 2270.0201 or 2252.153 of the Texas Government Code.

(f) As required by Chapter 2274, Texas Government Code, CONTRACTOR hereby verifies that CONTRACTOR, including a wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of the same, does not boycott energy companies, and will not boycott energy companies during the term of this Agreement. The term “boycott energy companies” in this paragraph has the meaning assigned to such term in Section 809.001 of the Texas Government Code, as amended.

(g) As required by Chapter 2274, Texas Government Code, CONTRACTOR hereby verifies that CONTRACTOR, including a wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of the same, (i) does not have a practice, policy, guidance or directive that discriminates against a firearm entity or firearm trade association, and (ii) will not discriminate against a firearm entity or firearm trade association during the term of this Agreement. The term “discriminate against a firearm entity or trade association” in this paragraph has the meaning assigned to such term in Section 224.001(3) of the Texas Government Code, as amended.

(h) Pursuant to Chapter 2274, Texas Government Code, in the event that the Work includes direct or remote access to or control of critical infrastructure, CONTRACTOR represents and certifies that CONTRACTOR, including a wholly owned subsidiary, majority owned subsidiary, parent company, or affiliate of same, is not owned by or the majority of stock or other ownership interest of CONTRACTOR is not held or controlled by (i) individuals who are citizens of China, Iran, North Korea, Russia, or any country designated as a threat to critical infrastructure by the governor under Section 2274.0103 of the Texas Government Code (“Designated Country”), (ii) a company or entity, including a governmental entity, that is owned or controlled by citizens of or directly controlled by a Designated Country; or (iii) headquartered in a Designated Country. The term “critical infrastructure” in this paragraph has the meaning assigned to such term in Section 2274.0101 of the Texas Government Code, as amended.

6.13 Warranty. CONTRACTOR shall provide a one (1) year warranty document. This warranty shall obligate the CONTRACTOR to provide all equipment, materials, workmanship, and labor at no charge during the Warranty period, and to correct any defect excluding any damage caused by misuse, abuse, vandalism, or acts of God.

6.14 Waiver. The failure on the part of either party herein at any time to require the performance by the other party, of any portion of this Contract, shall not be deemed a waiver of, or in any way affect that party’s rights to enforce such provision, or any other provision. Any waiver by any party herein of any provision hereof, shall not be taken or held to be a waiver of any other provision hereof, or any other breach hereof.

6.15 Severability. The invalidity or unenforceability of any provision of this Contract shall not affect the validity or enforceability of any other provision of this Contract.

6.16 Removal, Transportation and Return of CITY’s Property, Equipment or Parts. CONTRACTOR is responsible for any damages occurring to CITY property, equipment or parts while CONTRACTOR, or any subcontractor or third party acting on behalf of CONTRACTOR, is (i) working on CITY property, equipment or parts; or (ii) transporting CITY property, equipment or parts.

6.17 Certification. CONTRACTOR certifies that it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract. For the purposes of this Article 9:

- (a) "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the proposal process or in the Contract execution;
- (b) "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the proposal process or the execution of the Contract to the detriment of CITY, (b) to establish Proposal or Contract prices at artificial noncompetitive levels, or (c) to deprive CITY of the benefits of free and open competition;
- (c) "collusive practice" means a scheme or arrangement between two or more Proposers, with or without the knowledge of CITY, a purpose of which is to establish Proposal prices at artificial, non-competitive levels; and
- (d) "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the proposal process or affect the execution of the Contract.

Article 7. EXECUTION OF AGREEMENT

7.1 This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall be deemed to be one and the same agreement. A signed copy of this Agreement delivered by facsimile, email, or other means of electronic transmission shall be deemed to have the same legal effect as delivery of an original signed copy of this Agreement. Duplicate copies of duly executed and delivered counterparts of this Agreement shall be deemed to have the same full force and effect as originals and may be relied upon as such. Notwithstanding the foregoing, CITY and CONTRACTOR agree that this Agreement may be executed using electronic signatures only at the option and in the sole discretion of CITY, and, in such event, the provisions of the Uniform Electronic Transaction Act, Chapter 332, Texas Business and Commerce Code, as amended, and any applicable policies and procedures of CITY regarding electronic signatures shall apply. CITY reserves the right to require an original, hard copy executed Agreement. This Agreement is effective as of the date of signature by the City Council or their designee.

7.2 EACH OF THE PARTIES HERETO SPECIFICALLY AGREES THAT IT HAS A DUTY TO READ THIS AGREEMENT, AND ALL OTHER CONTRACT DOCUMENTS AND AGREES THAT IT IS CHARGED WITH NOTICE AND KNOWLEDGE OF THE TERMS OF THIS AGREEMENT AND ALL CONTRACT DOCUMENTS; THAT IT HAS IN FACT READ THIS AGREEMENT AND ALL CONTRACT DOCUMENTS AND IS FULLY INFORMED AND HAS FULL NOTICE AND KNOWLEDGE OF THE TERMS, CONDITIONS AND EFFECTS OF THIS AGREEMENT; THAT IT HAS HAD THE OPPORTUNITY TO BE REPRESENTED BY INDEPENDENT LEGAL COUNSEL OF ITS CHOICE PRECEDING ITS EXECUTION OF THIS AGREEMENT AND HAS RECEIVED OR VOLUNTARILY CHOSEN NOT TO RECEIVE THE ADVICE OF ITS ATTORNEY IN ENTERING INTO THIS AGREEMENT; AND THAT IT RECOGNIZES THAT CERTAIN TERMS OF THIS AGREEMENT AND THE CONTRACT DOCUMENTS RESULT IN ONE PARTY ASSUMING THE LIABILITY INHERENT IN SOME ASPECTS OF THE TRANSACTION AND RELIEVING THE OTHER PARTY OF ITS RESPONSIBILITY FOR SUCH LIABILITY. EACH PARTY HERETO AGREES AND COVENANTS THAT IT WILL NOT CONTEST THE VALIDITY OR ENFORCEMENT OF ANY EXCULPATORY PROVISION OF THIS AGREEMENT ON THE BASIS THAT THE PARTY HAD NO NOTICE OR KNOWLEDGE OF SUCH PROVISION OR THAT THE PROVISION IS NOT "CONSPICUOUS".

CITY:

CITY OF CIBOLO

BY: _____

PRINTED NAME: _____

TITLE: _____

DATE: _____

CONTRACTOR:

NATIONAL SIGN PLAZAS, INC.

BY: _____

PRINTED NAME: _____

TITLE: _____

DATE: _____

EXHIBITS TO THIS AGREEMENT:

Exhibit "A" (Scope of Services)

Exhibit "B" (Fees and Payment Schedule)

Exhibit "C" (Wayfinding Sign Plaza Specifications)

Exhibit "D" (Insurance Requirements)

Exhibit "E" (Contractor's Certificate of Insurance)

EXHIBIT "A"

SCOPE OF SERVICES

The terms and conditions of this Contract shall take precedence and control over any term or provision of the Scope of Services that in any way conflicts with, differs from, or attempts to alter the terms of this Agreement.

The goal of a wayfinding signage program is to orient the traveling public and visitors to important destinations located within the City of Cibolo city limits and limited purpose annexation areas, including CITY facilities, businesses, and new residential developments, and public points of interest, such as Cibolo City Hall, Main Street, local parks (e.g., Schlather Park, Niemietz Park), the historic downtown area, and key commercial corridors. It fosters a brand and thereby communicates a sense of being within the CITY.

In general, the administration of the Wayfinding Sign Services shall consist of the following:

1. Construct, install, maintain, and repair approved Sign Plazas and sign panels
2. Solicit to and contract with residential developers, homebuilders, and local businesses, all located inside the Cibolo city limits and limited purpose annexation areas
3. Provide customer service during business hours and contact information
4. Seek approval by the CITY in determining appropriate locations for Wayfinding Sign Plazas within public rights-of-way controlled by the CITY.
5. Maintain an on-line map of real-time Wayfinding Sign Plaza locations, making this accessible to the CITY staff.
6. Attend meetings as necessary with CITY staff and developers and/or businesses to coordinate the Wayfinding Sign Plazas.
7. Provide the CITY with up to eight (8) Primary or smaller Wayfinding Sign Plazas to promote the location of CITY facilities, including parks and open spaces, at no cost to the CITY.
8. Provide quarterly reports and an annual report on key performance indicators, such as, but not limited to, number of Wayfinding Sign Plazas installed by type, number of sign panels per Wayfinding Sign Plaza, repairs performed, and revenue to CITY based on number of sign panels.
9. Collect lease payments and remit to CITY, on a quarterly basis, an administrative fee as specified in the agreement

1. Project Phases

Phase I – Transportation Sign Plaza Assets:

CONTRACTOR to design, permit, fabricate, and install signage to implement the Wayfinding Sign Plaza Program as described herein.

Phase II – Parks and Public Facilities Assets:

Based on CONTRACTOR's interest, potential expansion to include:

- Informational kiosks (static or digital) located at CITY facilities and parks and open spaces

**EXHIBIT “A”
SCOPE OF SERVICES**

2. Comprehensive Services Required

Physical Assets and Installation:

- CONTRACTOR to construct, install, maintain, repair, and remove Wayfinding Sign Plazas and Sign Panels.
- City and CONTRACTOR to identify up to eight (8) Wayfinding Sign Plazas locations to be used by the CITY to promote CITY facilities, including parks and open spaces. CONTRACTOR to construct, install, maintain, and repair these Wayfinding Sign Plazas at no cost to the CITY.
- Coordinate with CITY staff and secure Right-of-Way permits at CONTRACTOR’s sole expense.

Placement of Sign Panels

After the CITY’s written approval and acceptance of the installed Wayfinding Sign Plazas, the CITY agrees to extend to CONTRACTOR the right to use the Wayfinding Sign Plazas for sign panel placements and to maintain the Wayfinding Sign Plazas & panels subject to the terms of the Agreement.

- A. CONTRACTOR agrees to offer and place sign panels for residential developers, homebuilders, and local businesses, all located inside the Cibolo city limits and limited purpose annexation areas. CONTRACTOR further agrees to use CONTRACTOR’s best efforts to place all available signed panels.
- B. CONTRACTOR agrees that the placement fees for the signed panels will be set at market rate contractors shall be allowed and annual cost of living increase for the fees as determined by the consumer price index.
- C. CONTRACTOR agrees that within 12 months after execution of this agreement at least two wayfinding signed plazas shall be erected within the jurisdictional limits of the City, including limited purpose annexation areas.
- D. CONTRACTOR agrees to maintain all aspects of the placement of the side panels, including entering into sign placement service agreements, billing, collecting fees, and paying any applicable taxes and fees.
- E. CONTRACTOR will remit to the CITY on a quarterly basis the amount of the CITY's administrative fee as specified in **Exhibit “B”** of this Agreement
- F. CONTRACTOR agrees that in no event will the CITY be liable for any fee payment or other fees related to the placement of the sign panels.
- G. CONTRACTOR agrees to include in all sign service agreements an assignment clause which will assign CONTRACTOR’s rights to fee payment to the CITY and the event CONTRACTOR elects to terminate this Agreement.
- H. Residential developers, homebuilders, and local businesses with sites located within the CITY’s city limits, including limited purpose annexation areas shall be at all times be allowed to participate in the Wayfinding Sign Plaza program right CITY and CONTRACTOR agree that no sign panels other than those manufactured and installed by CONTRACTOR shall be allowed on the Wayfinding Sign Plazas.

EXHIBIT "A"

SCOPE OF SERVICES

Lease Administration & Promotion:

- Manage leasing of sign panels to promote residential developments, homebuilders, and businesses, all located within the city limits, including limited purpose annexation areas
- Provide customer service during business hours and contact information

Program Coordination:

- Coordinate with and receive approval from CITY staff on the locations for Wayfinding Sign Plazas
- Identify and report non-compliant off-premise ("bandit") signage to CITY staff
- Attend meetings with CITY staff and Wayfinding Sign Plaza customers as requested

3. Design & Sign Locations

Design Intent:

Signs must reflect Cibolo's identity, blending historic charm with modern design. CONTRACTOR to develop design and specifications with final design approved by the CITY staff.

Sign Locations:

Preliminary sites may be adjusted for permitting, traffic engineering, and right-of-way requirements. CONTRACTOR recommendations are welcome.

4. Maintenance & System Management

CONTRACTOR is responsible for all maintenance, repairs, advertising, leasing, revenue collection, and customer support.

- A. CONTRACTOR agrees to maintain the Wayfinding Sign Plazas & panels for the term of this Agreement.
- B. CONTRACTOR agrees to replace damaged sign plazas & panels as it deems necessary or as requested by the CITY.
- C. CONTRACTOR agrees to provide the CITY a telephone number and a contact person allowing the CITY to contact CONTRACTOR requesting maintenance on the Wayfinding Sign Plazas or sign panels 24 hours a day seven (7) days a week.
- D. CONTRACTOR agrees to repair the structure or base of all Wayfinding Sign Plazas within five (5) business days of the receipt of the CITY's written request for repair. If deemed an emergency by the CITY, CONTRACTOR agrees to repair a Wayfinding Sign Plaza within three (3) calendar days of the receipt of the CITY's written request for repair.
- E. CONTRACTOR agrees to remove or repair all sign panels within seventy-two (72) hours of written notification of the need of repair by the CITY. Sign panels will be replaced within five (5) business days of the written notification.
- F. CONTRACTOR agrees to maintain a regular maintenance schedule to check each Wayfinding Sign Plaza and sign panel for all necessary repairs and to complete those repairs promptly.

EXHIBIT "A"
SCOPE OF SERVICES

- G. CONTRACTOR agrees to maintain all Wayfinding Sign Plazas and sign panels in conformity with all terms of this agreement.

City Dedicated Assets:

- Designated City Wayfinding Sign Plazas
- Removal/relocation upon request within 30 days

5. Reporting

Monthly and Annual Inventory: CONTRACTOR shall submit on a quarterly basis a detailed inventory report of all installed Wayfinding Sign Plazas and sign panels. The report shall include the amount billed and the collection of the CITY's administrative fees. Content and format of quarterly, semi-annual, and/or annual reports shall be agreed upon by the CONTRACTOR and the CITY. CONTRACTOR shall provide the report within 30 days from receiving the written notice.

EXHIBIT "B"

FEE AND PAYMENT SCHEDULE

Fees

The CONTRACTOR shall be subject to all CITY fees, including Right-of-Way (ROW) permit fees.

Payment Schedule

The CONTRACTOR must submit payment, including the administrative fee specified in the Agreement, to the CITY on at least a quarterly basis.

1. Firm Responsibility for All Program Costs

National Sign Plazas, Inc. (NSP) acknowledges and agrees that it shall be fully responsible for all costs associated with the Wayfinding Sign Plaza Program, with no reimbursement from the City of Cibolo for any expenses.

The CONTRACTOR shall be subject to all CITY fees, including Right-of-Way (ROW) permit fees.

NSP will bear sole financial responsibility for:

- Design coordination and drawing preparation
- Fabrication of plaza structures and sign panels
- Installation and foundation work
- Right-of-way permitting fees
- Maintenance and repairs
- Replacement of damaged panels or structures
- Billing, collection, and administrative costs
- Insurance and warranty obligations
- Reporting and program management

The City shall incur no capital expenditure, operating expense, maintenance cost, or administrative burden associated with the program. NSP assumes full financial risk for vacancies, non-payment, and operational fluctuations.

2. Revenue Sharing Model & Demonstration of Accurate Fee Remittance

Revenue Model Overview

NSP's revenue-sharing model is designed to be sustainable, scalable, and flexible to accommodate program growth while protecting the City from financial exposure.

NSP leases sign panels to qualified residential developers, homebuilders, and local businesses located within the City of Cibolo. Lease rates are established at competitive market-based levels and may vary by plaza type and location.

**EXHIBIT “B”
FEE AND PAYMENT SCHEDULE**

NSP will remit to the City an administrative fee of:

Ten Dollars (\$10) per sign panel per month

Payments will be made on a quarterly basis in accordance with the Agreement. NSP is solely responsible for contracting, invoicing, collecting lease payments, and remitting the City’s administrative fee. The City bears no responsibility for vacancies or collections.

Inventory Verification & Transparency Controls

To ensure the City can verify the accuracy of revenue remittances, NSP will implement the following accountability measures:

A. CRM-Based Inventory Tracking

All installed plazas and sign panels will be tracked through NSP’s Monday.com CRM platform. The system records:

- Plaza location
- Plaza type
- Panel occupancy status
- Installation date
- Billing status
- Administrative fee calculation

B. Quarterly Inventory Report

Each quarterly remittance will be accompanied by a detailed inventory report that includes:

- Total number of active panels
- Total administrative fee due to the City
- Payment calculation summary

C. Staff-Only Live Mapping

NSP maintains a live Google Map of all plaza locations. This map will be shared exclusively with City staff, allowing visual confirmation of installed assets.

D. Audit Rights

NSP will maintain all supporting records for the required retention period and will make such records available to the City upon reasonable request, consistent with the Agreement.

These measures ensure that the City can independently confirm that the administrative fee paid reflects the actual number of panels installed and active during the reporting period.

**EXHIBIT “B”
FEE AND PAYMENT SCHEDULE**

3. Contract Amount Negotiation & Flexibility

NSP understands that the final contract terms, including revenue-sharing mechanics and scope refinements, will be negotiated following selection and finalization of the scope of work.

NSP is prepared to:

- Continue the current administrative fee structure of \$10 per panel per month
- Adjust implementation details to align with updated City priorities
- Incorporate the addition of up to eight (8) City-dedicated plazas at no cost
- Refine reporting formats in collaboration with City staff

NSP’s revenue-sharing model is designed to be sustainable, scalable, and flexible to accommodate program growth while protecting the City from financial exposure.

EXHIBIT "C"

WAYFINDING SIGN PLAZA SPECIFICATIONS

Sign Plaza Specifications:

The CONTRACTOR shall be required to obtain CITY approval prior to the installation of each Wayfinding Sign Plaza. The CONTRACTOR shall pay applicable right-of-way permit fees, unless otherwise agreed upon in this agreement. Wayfinding Sign Plazas shall be designated, permitted, and approved by the CITY's authorized staff.

The CONTRACTOR shall install Wayfinding Sign Plazas in accordance with the specifications in this Agreement. The following criteria are for Wayfinding Sign Plazas and Sign Panels:

Primary Sign Plazas

- Max height: 14"
- Materials: Steel or aluminum
- Capacity: Up to eight (8) sign panels per side, double-sided if needed
- City Identifier: Prominent City topper panel, double-sided atop all Sign Plazas
- Prohibitions: No tags, streamers, or other attention-getting devices, non-compliant appurtenances
- These plazas are appropriate along arterial and collector roadways and connector routes serving multiple developments, destinations, and commercial shopping centers

Community Sign Plazas

- Max height: 12"
- Materials: Steel or aluminum
- Capacity: Up to six (6) sign panels per side, double-sided if needed
- City Identifier: Prominent City topper panel, double-sided atop all Sign Plazas
- Prohibitions: No tags, streamers, or other attention-getting devices, non-compliant appurtenances
- These installations are appropriate along arterial and collector roadways and connector routes serving multiple developments, destinations, and commercial shopping centers

Neighborhood Sign Plazas

- Max height: 10"
- Materials: Steel or aluminum
- Capacity: Up to four (4) sign panels per side, double-sided if needed
- City Identifier: Prominent City topper panel, double-sided atop all Sign Plazas
- Prohibitions: No tags, streamers, or other attention-getting devices, non-compliant appurtenances
- These installations are appropriate along collector and local roadways near subdivision entries and local streets where lower traffic volumes and residential scale require a smaller footprint

Civic Wayfinding Plazas- up to eight (8)

- Design specifications to be approved by City Manager by separate document

EXHIBIT “C” WAYFINDING SIGN PLAZA SPECIFICATIONS

Sign Panel Content & Technical Specs:

Sign panels shall contain only the name and logo with color scheme of a residential community, subdivision, homebuilder, public facility, builder or developer, or business located inside the City of Cibolo’s city limits, including limited purpose annexation areas. In addition, panels shall include directional information. Directional arrows shall be uniform size; a line of text at the bottom of a sign panel with directional information is permissible if circumstances warrant.

The specifications for sign panels are as follows:

Sign Panel Construction

- Panels fabricated using weather-resistant composite substrates (e.g., aluminum panel systems)
- Reflective vinyl and lettering to ensure visibility in day and nighttime conditions
- Standardized directional arrows and typography for consistent driver recognition

Manual on Uniform Traffic Control Devices (MUTCD) and City requirements

NSP recognizes that all Wayfinding Sign Plazas installed within the public right-of-way must meet applicable safety, durability, and visibility standards, including compliance with the Manual on Uniform Traffic Control Devices (MUTCD) and City requirements.

The following technical standards represent NSP’s typical specifications for right-of-way wayfinding signage in municipal environments such as Cibolo:

Structural Standards

- Plaza structures fabricated from powder-coated steel and/or aluminum for long-term exterior durability
- Engineered foundations designed to meet wind-load and right-of-way safety requirements
- Maximum height and panel capacity consistent with City-approved plaza types

Sign Panel Construction

- Panels fabricated using weather-resistant composite substrates (e.g., aluminum panel systems)
- Reflective vinyl and lettering to ensure visibility in day and nighttime conditions
- Standardized directional arrows and typography for consistent driver recognition

EXHIBIT "C" WAYFINDING SIGN PLAZA SPECIFICATIONS

MUTCD Alignment

- Sign placement, mounting height, lateral offset, and reflectivity will conform to MUTCD guidance for non-regulatory guide signage installed within public rights-of-way
- NSP will coordinate with City Public Works and Traffic Engineering staff to ensure that plaza placement does not interfere with regulatory traffic control devices or sight-distance requirements

Content and Program Controls

- Panels limited to name/logo and directional information for qualified residential communities, homebuilders, businesses, and City facilities located within Cibolo
- No streamers, attention-getting devices, or non-compliant attachments permitted
- Final design drawings and specifications submitted to the City for approval prior to installation of any new or modified plaza assets

NSP's goal is to ensure that all installed wayfinding signage is safe, uniform, visually consistent, and fully compliant with City standards for public right-of-way installations.

Illustrations of Primary, Secondary, and Neighborhood Sign Plazas

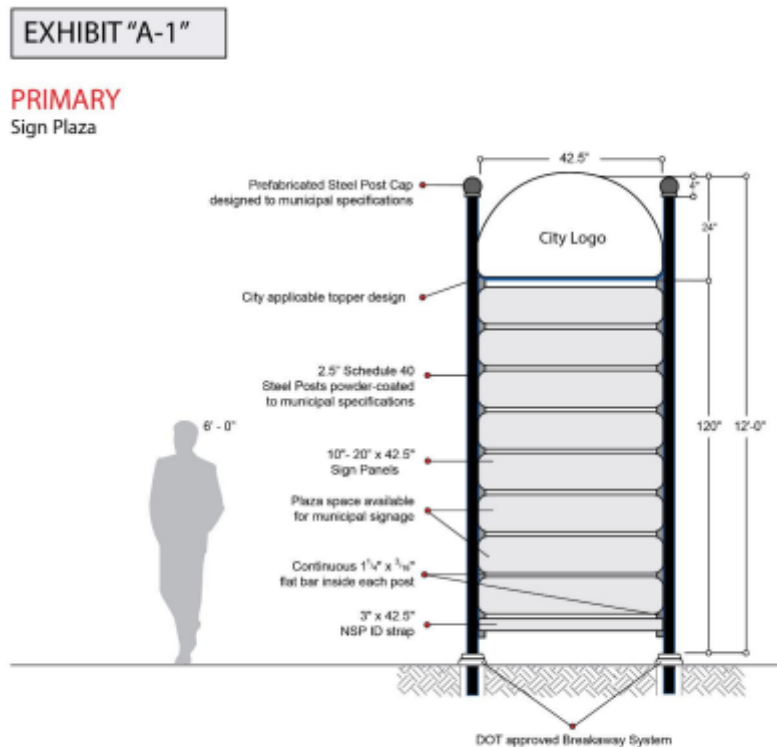


EXHIBIT "C" WAYFINDING SIGN PLAZA SPECIFICATIONS

EXHIBIT "A-2"

COMMUNITY Sign Plaza

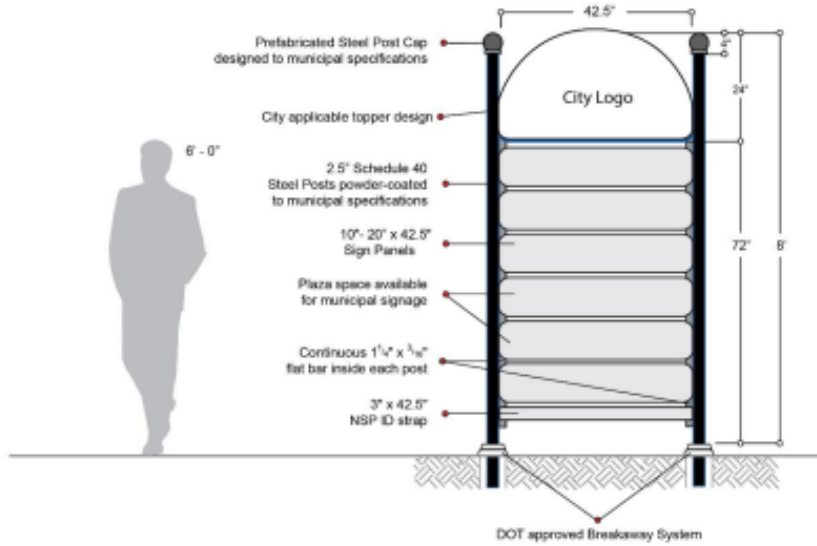
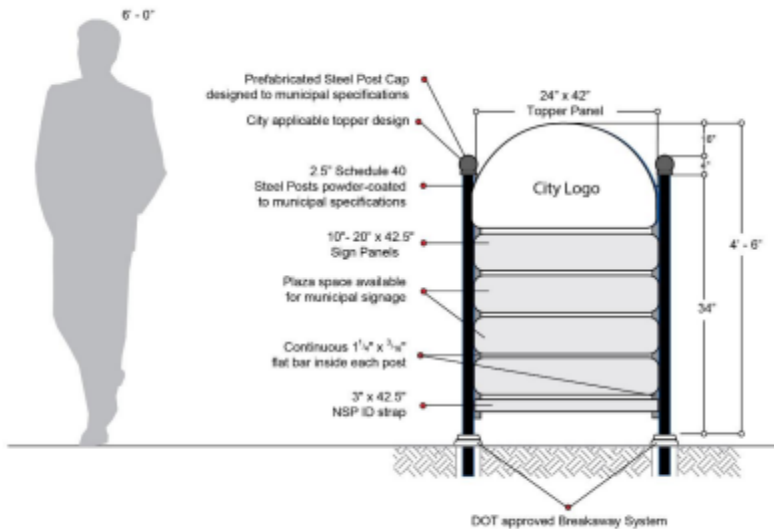


EXHIBIT "A-3"

NEIGHBORHOOD Sign Plaza



**EXHIBIT “D”
INSURANCE REQUIREMENTS**

Throughout the term of this Agreement the CONTRACTOR must comply with the following:

I. Standard Insurance Policies Required:

- A. Commercial General Liability
- B. Business Automobile Liability
- C. Workers’ Compensation

II. General Requirements Applicable to All Policies:

- A. Certificates of Insurance shall be prepared and executed by the insurance company or its authorized agent
- B. Certificates of Insurance and endorsements shall be furnished on the most current State of Texas Department of Insurance-approved forms to the CITY’s Representative at the time of execution of this Agreement; shall be attached to this Agreement as Exhibit “D”; and shall be approved by the City before work begins
- C. CONTRACTOR shall be responsible for all deductibles on any policies obtained in compliance with this Agreement. Deductibles shall be listed on the Certificate of Insurance and are acceptable on a per-occurrence basis only
- D. The CITY will accept only Insurance Carriers licensed and authorized to do business in the State of Texas
- E. The CITY will not accept “claims made” policies
- F. Coverage shall not be suspended, canceled, non-renewed or reduced in limits of liability before thirty (30) days written notice has been given to the CITY.

III. Commercial General Liability

- A. General Liability insurance shall be written by a carrier rated “A:VIII” or better under the current A. M. Best Key Rating Guide.
- B. Policies shall contain an endorsement naming the CITY as Additional Insured and further providing “primary and non-contributory” language with regard to self-insurance or any insurance the CITY may have or obtain
- C. Limits of liability must be equal to or greater than \$1,000,000 per occurrence for bodily injury and property damage, with an annual aggregate limit of \$2,000,000. Limits shall be endorsed to be per project.
- D. No coverage shall be excluded from the standard policy without notification of individual exclusions being submitted for the CITY’s review and acceptance
- E. The coverage shall include, but not be limited to the following: premises/operations with separate aggregate; independent contracts; products/completed operations; contractual liability (insuring the indemnity provided herein) Host Liquor Liability, and Personal & Advertising Liability.

IV. Business Automobile Liability

- A. Business Automobile Liability insurance shall be written by a carrier rated “A:VIII” or better rating under the current A. M. Best Key Rating Guide.
- B. Policies shall contain an endorsement naming the CITY as Additional Insured and further providing “primary and non-contributory” language with regard to self-insurance or any insurance the CITY may have or obtain

EXHIBIT "D"
INSURANCE REQUIREMENTS

- C. Combined Single Limit of Liability not less than \$1,000,000 per occurrence for bodily injury and property damage.
- D. The Business Auto Policy must show Symbol 1 in the Covered Autos Portion of the liability section in Item 2 of the declarations page
- E. The coverage shall include any autos, owned autos, leased or rented autos, non-owned autos, and hired autos.

V. Workers' Compensation Insurance

- A. Workers compensation insurance shall include the following terms:
 - 1. Employer's Liability minimum limits of liability not less than \$500,000 for each accident/each disease/each employee are required
 - 2. "Texas Waiver of Our Right to Recover From Others Endorsement, WC 42 03 04" shall be included in this policy
 - 3. TEXAS must appear in Item 3A of the Workers' Compensation coverage or Item 3C must contain the following: "All States except those listed in Item 3A and the States of NV, ND, OH, WA, WV, and WY"

EXHIBIT "E"
CONTRACTOR'S CERTIFICATE OF INSURANCE



City Council Regular Meeting Staff Report

B. Discussion/Action on evaluating Safe Routes to School, including possible traffic control improvements or conducting a Warrant Study, for the intersection of Cibolo Valley Drive (CVD) and Kove Lane and approval of funding (up to \$5,000) (Councilmember Sanchez-Stephens)

Meeting	Agenda Group
Tuesday, April 28, 2026, 6:30 PM	Discussion/Action Item: 15B.
From	
Julio Gomez, Public Works Director	

PRIOR CITY COUNCIL ACTION:

N/A

BACKGROUND:

N/A

STAFF RECOMMENDATION:

N/A

FINANCIAL IMPACT:

N/A

MOTION(S):

N/A

Attachments

[Kove Ln @ CVD Map View](#)



Still Brook Ln

Cibolo Valley Dr

Green Brock Pl

Brook Blvd

Perry Homes - Cibolo Valley Heights 65

Kove Ln

Cibolo Valley Dr

Kove Ln

Green Brock Pl

Kove Ln

Children's Play Area

Indigo Brush Dr

Brush Trail Ln

Cibolo Valley Dr

Legacy Traditional School - Cibolo

Montesa Ct

Cibolo Valley

Softball field



City Council Regular Meeting Staff Report

**C. Discussion/Action on traffic control measures for Green Valley Road at Schlather Intermediate School
(Councilmember Sanchez-Stephens)**

Meeting	Agenda Group
Tuesday, April 28, 2026, 6:30 PM	Discussion/Action Item: 15C.
From	
Julio Gomez, Public Works Director	

PRIOR CITY COUNCIL ACTION:

City Council has previously considered traffic control measures for Green Valley Road at Schlather Intermediate School:

- **February 2023:** City Council directed staff to remove the temporary turn lane that had been implemented during the Cibolo Valley Drive (CVD) construction project.
- **January 14, 2025 (Item 12G):** City Council discussed traffic control options, including restriping and potential use of delineators. No action was taken, and staff was directed to return with additional cost information.
- **January 24, 2025:** Staff provided follow-up information regarding the cost of delineators.
- **January 28, 2025:** A request was made to bring the item back for further discussion.
- **February 11, 2025 (Item 10L):** The item was brought back to City Council and subsequently tabled.

Attachments

[Green Valley Restriping.pdf](#)

[GVR Restriping - Restriping Proposal.pdf](#)

Project Summary Sheet

Date: 4/16/2026
Project Name: Green Valley Road Re-Stripe
Project Limits: Cibolo Valley Dr to Saratoga
Council District: D1/D3
Fiscal Year: 2026



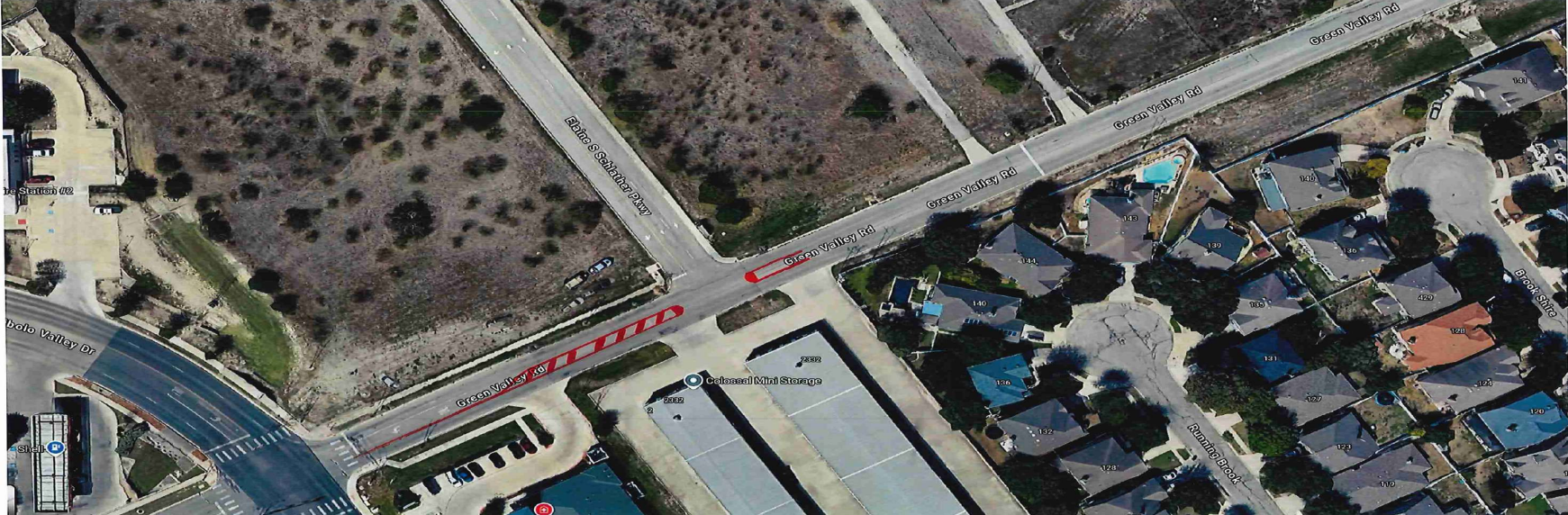
Funding Information	
Funding and Year	Amount
2024 Street Maintenance	TBD
Total Funding	\$0.00

Cost Information	
Category	Cost
Construction	TBD
Contingency 5%	TBD
Total Cost	\$0.00



Project Description

The proposed estimate includes 4" double yellow going Northwest along Green Valley Road, with crossed hatched lines and median nose at Elaine S Schlather Pkwy. This will also include the refreshing of pavement marking from Elaine S Schlather Pkwy to Saratoga. Estimate does not include asphalt or concrete repairs.





Project Name Green Valley Rd Restriping (to Schlatter Intermediate School)

Proposal # ZA4021618

Address	Green Valley Rd
City/State/Zip	Cibolo, TX
Tax Status	Exempt.
Class	P.Public

Customer	City of Cibolo
Address	
City/St/Zip	
Email	

Line Item	Phase	Description	Qty	U/M	UC	Line Total
STRIPING:						
1	12.Highway Th	Thermoplastic Pvmt Markings & RPMs to be Replaced after Road Resurfacing *includes New Layout Provided in PowerPoint Before Elaine S Schlather Parkway	1	LS	\$ 13,625.00	\$ 13,625.00
	09.TC Perf	Traffic Control to Complete Striping Scope in ROW	1	LS	\$ 2,950.00	\$ 2,950.00
					P.M. TOTAL:	\$ 16,575.00

Proposal is Valid for 90 Days. All Proposals are subject to SIU's Terms & Conditions on following page

Subtotal \$ 16,575.00

Accepted By _____
Customer Signature

_____ Date

Tax (8.25%) \$ -

Submitted By _____
Zach Alfier - (512)665-5197
zalfier@siutx.com

_____ Date

Total \$ 16,575.00

*Credit Card Payments Subject to 3% Processing Fee
ACH payments through our portal are subject*

NOTES FOR STRIPING:

*Price Excludes Surface Prep; Road is to be Free & Clear of All Dirt, Debris, Materials & Moisture Prior to Mobilization

*Price Includes (1) Permanent Marking Crew Mob; Any Add'l are \$3,500

*Price Includes All Traffic Control Associated w/ Permanent Markings; Traffic Control for Traffic Switches by Others



PO Box 200544
Austin, Tx 78720

4/2/2026

Project Name Valley Rd Restriping (to Schlater Intermediate School)

Proposal # EB11031648

Address	Green Valley Rd
City/State/Zip	Cibolo, TX
Tax Status	Exempt.
Class	P.Public

Customer	City of Cibolo
Address	
City/St/Zip	
Email	

General Terms & Conditions for services of Stripe-It-Up, LLC

Terms & Conditions –

The amounts included in this estimate are based on information provided and are subject to change if new information is provided or differing site conditions are encountered. All changes in the scope of the work must be agreed prior to the commencement of work. Proposal Excludes Bonding, Permits, Layout or Surveying, Excavating, Saw Cutting, Traffic Control or Flagman. Night work or weekend work, sweep/clean prior to scope of work above and any items of work not specifically quoted. Stripe-It-Up will execute only those items of work listed in the "scope of work" any additional items of work will require a written change order in advance. Actual quantities will be verified in place upon completion and billed at unit prices shown above. All agreements must be made in writing. Scope of Work standards for newly constructed areas are proposed to comply with the Texas Department of Transportation standards. Other Scope of Work specifications must be specifically outlined. All permits and fees are excluded unless otherwise noted. Stripe-It-Up is not responsible for utility lines less than 12 inches deep. **Traffic Control Sales or Rentals of items not consumed on the project are subject to tax, unless you are a tax exempt entity.**

Insurance –

Stripe-It-Up will carry workers compensation, General Liability, and Auto Insurance for labor provided in the performance of this contract.

Customer Responsibility –

Billing instructions/portals must be provided & set up prior to scheduling work. Contractor agrees to pay reasonable attorney fees, expert fees, all costs of court, compliance request, billing portals, courier expenses outside of normal postage and any other expenses incurred by Stripe-It-Up in the collection of any sums due under the performance of this contract. The venue for any legal action under this contract shall be Travis County, Texas. The parties expressly agree to waive the right to a jury trial. The above prices, specifications, and conditions are satisfactory and are hereby accepted. Payment will be paid in Full as outlined above. Fees for our services are due 30 days from the date of the invoice. Payments should be remitted to Stripe-It-Up, PO Box 200544, Austin, TX 78720.

To make online payments, visit: www.gobillandpay.com/siutx

Credit Card Payments Subject to 3% Processing Fee

ACH payments processed through our portal subject to .99 cent Processing Fee



PO Box 200544
Austin, Tx 78720

4/2/2026

Project Name Valley Rd Restriping (to Schlatcheher Intermediate School)

Proposal # EB11031648

Address	Green Valley Rd
City/State/Zip	Cibolo, TX
Tax Status	Exempt.
Class	P.Public

Customer	City of Cibolo
Address	
City/St/Zip	
Email	