



**NOTICE OF MEETING
GOVERNING BODY OF MARBLE FALLS, TEXAS
March 17, 2026 – 6:00 pm**

A quorum of the Marble Falls Economic Development Corporation
and the Planning & Zoning Commission may be present

Notice is hereby given that on the 17th day of March 2026 the Marble Falls City Council will meet in regular session at 6:00 pm in the City Hall Council Chambers located at 800 Third Street, Marble Falls, Texas, at which time the following subjects will be discussed:

1. **CALL TO ORDER AND ANNOUNCE QUORUM IS PRESENT**
2. **INVOCATION**
3. **PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES AND TO THE TEXAS FLAG.**
"Honor the Texas Flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."
4. **UPDATES, PRESENTATIONS, PROCLAMATIONS AND RECOGNITIONS**
 - Update from the Municipal Court. *Melissa Johnson Ramirez, Clerk*
5. **CITIZEN COMMENTS.** *This is an opportunity for citizens to address the City Council concerning an issue of community interest that is not on the agenda. Comments on a specific agenda item must be made when the agenda item comes before the Council. The Mayor may place a time limit on all comments. Any deliberation of an issue raised during Citizen Comments is limited to a statement of fact regarding the item; a statement concerning the policy regarding the item or a proposal to place the item on a future agenda.*
6. **CONSENT AGENDA.** *The items listed 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 Councilmember so requests, in which case the item will be removed from the Consent Agenda prior to a motion and vote. The item will be considered in its normal sequence on the Regular Agenda.*
 - (a) Approval of the minutes of the March 3, 2026 regular meeting and the March 5, 2026 special meeting. *Christina McDonald, City Secretary*
 - (b) Approval of Resolution 2026-R-03C appointing the election judges for the May 2, 2026 General Election. *Christina McDonald, City Secretary*

(c) Approval of Resolution 2026-R-03B authorizing the submission of a Texas Community Development Block Grant Program application to the Texas Department of Agriculture for the Downtown Revitalization Program. *Erin Burks, Downtown and Marketing Manager*

7. REGULAR AGENDA. *Council will individually consider and possibly take action on any or all of the following items:*

(a) Public Hearing on an ordinance making a Finding of Special Benefit to the Property in the Major Improvement Area of the Manzano Mile Public Improvement District (The Highlands Subdivision); Providing for the Method of Assessment of Special Assessments Against Property in the District; Approving an Assessment Roll for the Major Improvement Area of the District; Levying Assessments Against Property within the Major Improvement Area of the District; Providing for Payment of the Assessments; Providing for Penalties and Interest on Delinquent Assessments; Establishing a Lien on Property within the District; Approving a Service and Assessment Plan; Providing for Related Matters in Accordance with Chapter 372, Texas Local Government Code; Providing an Effective Date; Providing for Severability; and Approving a Landowner Agreement. *Christina McDonald, City Secretary*

(b) Public Hearing on an ordinance making a Finding of Special Benefit to the Property in Improvement Area #1 of the Manzano Mile Public Improvement District (The Highlands Subdivision); Providing for the Method of Assessment of Special Assessments Against Property in the District; Approving an Assessment Roll for Improvement Area #1 of the District; Levying Assessments Against Property within Improvement Area #1 of the District; Providing for Payment of the Assessments; Providing for Penalties and Interest on Delinquent Assessments; Establishing a Lien on Property within the District; Approving a Service and Assessment Plan; Providing for Related Matters in Accordance with Chapter 372, Texas Local Government Code; Providing an Effective Date; Providing for Severability; and Approving a Landowner Agreement. *Christina McDonald, City Secretary*

(c) Discussion and Action on Ordinance 2026-O-03B amending the Code of Ordinances of the City of Marble Falls, Texas, Chapter 25 "Traffic and Motor Vehicles", by creating and adopting a new Article VIII, entitled "Golf Carts" to regulate the operation of golf cars, recreational off-highway vehicles, neighborhood electric vehicles, and utility vehicles on designated streets within the City. *Erin Burks, Downtown and Marketing Manager and Trish Ratliff, Assistant Police Chief*

(d) Discussion and Action on a Strategic Growth Concept Plan for the Highland Lakes Regional Emergency Communication Center. *Stacy Baker Marberry, Director*

8. CITY MANAGER'S REPORT

- Hill Country 100 Club City Award Recipients

9. EXECUTIVE SESSION

10. RECONVENE INTO OPEN SESSION FOR POSSIBLE ACTION RESULTING FROM ITEMS DISCUSSED IN EXECUTIVE SESSION

11. ANNOUNCEMENTS AND FUTURE AGENDA ITEMS

12. ADJOURNMENT

The City Council reserves the right to retire into Executive Session at any time during the course of this meeting to discuss any matters listed on the agenda, as authorized by the Texas Government Code, including, but not limited to, Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), 551.087 (Economic Development), 418.183 (Deliberations about Homeland Security Issues) and as authorized by the Texas Tax Code, Section 321.3022 (Sales Tax Information).

This agenda has been reviewed and approved by the City of Marble Falls' legal counsel, and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

In compliance with the Americans with Disabilities Act, the City of Marble Falls will provide for reasonable accommodations for persons attending City Council Meetings. To better serve you, requests should be received 24 hours prior to the meeting. Please contact Ms. Christina McDonald, City Secretary at 830.798.7060.

Certificate of Posting

I, the undersigned authority, do hereby certify that this Notice of Meeting was posted at City Hall, 800 Third Street, Marble Falls, Texas in a place convenient and readily accessible to the general public at all times, and posted at least **three full business days prior to the meeting date**, in compliance with HB 1522 and the Texas Open Meetings Act.



Christina McDonald, TRMC
City Secretary

March 17, 2026

6. CONSENT AGENDA

- (a) Approval of the minutes of the March 3, 2026 regular meeting and the March 5, 2026 special meeting. *Christina McDonald, City Secretary*
-

STATE OF TEXAS
COUNTY OF BURNET
CITY OF MARBLE FALLS

On the 3rd day of March 2026, the City Council convened in regular session at 6:00 p.m. in the City Hall Council Chambers located at 800 Third Street, Marble Falls, with notice of meeting giving time, place, date, and subject having been posted as described in Chapter 551 of the Texas Government Code.

<u>PRESENT:</u>	John Packer	Mayor
	Craig Magerkurth	Mayor Pro-Tem
	Dee Haddock	Councilmember
	Lauren Haltom	Councilmember
	Karlee Hubble	Councilmember
	Richard Westerman	Councilmember
<u>ABSENT:</u>	Griff Morris	Councilmember (excused)
<u>STAFF:</u>	Caleb Kraenzel	City Manager
	Russell Sander	Assistant City Manager
	Christina McDonald	City Secretary
	Josh Brockman Weber	City Attorney
	Christian Fletcher	EDC Executive Director
	Coy Guenter	Assistant Fire Chief/Fire Marshal
	Glenn Hanson	Police Chief
	Trisha Ratliff	Assistant Police Chief
	Erin Burks	Downtown and Marketing Manager
	Lacey Dingman	Parks and Recreation Director
	Jake Eason	Assistant Director Parks and Recreation
	Angel Alvarado	Human Resources Director
	Bill Neve	Engineering Project Manager
	Hanna Kadow	Planner

VISITORS: Raymond Whelan (The Highlander), Carlie Bond, Mitzi Birdsong (KW Realty), Mark Mayfield (Council Candidate/EDC Board Member), Jason Coleman, Martin Stary (KC Engineering)

1. **CALL TO ORDER AND ANNOUNCE QUORUM IS PRESENT.** Mayor Packer called the meeting to order at 6:00 p.m. and announced the presence of a quorum.
2. **INVOCATION.** Councilmember Haddock gave the invocation.
3. **PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES AND TO THE TEXAS FLAG.** Mayor Packer led the pledges.

4. UPDATES, PRESENTATIONS, PROCLAMATIONS AND RECOGNITIONS

- **Update from the Marble Falls Highland Lakes Area Chamber of Commerce.** Kim Kankel, Executive Director provided the update.
- **Update from the Parks and Recreation Department.** Lacey Dingman, Director gave the update.

5. CITIZEN COMMENTS. Jason Coleman addressed the Council to express his opposition to the proposed dedicated right-turn lane in the US Hwy. 281 and Second Street improvements. He noted that the conceptual design for the project would require acquisition of his property at 704 Second Street and would result in the displacement of several businesses. Mr. Coleman urged the Council to evaluate alternative design options that would avoid impacts to his property and the affected businesses.

6. CONSENT AGENDA.

(a) Approval of the minutes of the February 17, 2026 regular meeting.

(b) Acceptance of the Marble Falls Police Department Annual Contact Report.

(c) Approval of Resolution 2026-R-03A, a resolution allowing for the submission of an application to the Office of the Governor (OOG) under the Edward Byrne Memorial Justice Assistance Grant (JAG) to purchase two SpeedAlert 24 radar message sign trailers from All Traffic Solutions.

Councilmember Haltom moved to approve the consent agenda. Councilmember Hubble seconded the motion. The consent agenda was approved by a unanimous vote (6-0).

7. REGULAR AGENDA.

(a) Public Hearing, Discussion, and Action on Ordinance 2026-O-03A regarding a zoning map amendment (rezoning) request for 26.167 acres out of The Highlands Subdivision out of the Phillip H. Cammans Survey No. 125, Abstract No. 183, the C.D. Ball Survey No. 25, Abstract No. 126, the Mary W. Rhodes Survey No. 207, Abstract No. 731, Burnet County, Texas.

- Parcel 8- 19.96 acres to be rezoned from Neighborhood Commercial zoning district (NC) to Rural Estate (RE) zoning district,**
- Parcel 10- 4.204 acres to be rezoned from Neighborhood Commercial (NC) zoning to General Commercial (GC) zoning, and**
- Parcel 11- 2.003 acres to be rezoned from Neighborhood Commercial (NC) zoning to General Commercial (GC) zoning.**

Hanna Kadow, Planner, presented the agenda item. Mayor Packer opened the public hearing. There being no discussion, Mayor Packer closed the public hearing. Councilmember Haddock moved to approve Ordinance 2026-O-03A. Councilmember Westerman seconded the motion. The motion carried by a vote of 6-0.

(b) Discussion and Action on the award of a Professional Services Agreement with The Estes Group, LLC, in an amount not to exceed \$30,441.00, to provide preliminary engineering services for the US Hwy. 281 and Second Street Improvements Project and authorize the City Manager to execute the agreement. Bill Neve, Engineering Project Manager addressed Council. Mayor Pro-Tem Magerkurth moved to award the Professional Services Agreement to The Estes Group, LLC in an amount not to exceed \$30,441.00 to provide preliminary engineering services for the US Hwy. 281 and Second Street Improvements Project and authorize the City Manager to execute the agreement. Councilmember Westerman seconded the motion. The motion carried by a vote of 6-0.

(c) Discussion and Acceptance of the proposed Fiscal Year 2026/2027 Budget Calendar. Caleb Kraenzel, City Manager presented the proposed calendar for Council's review. Mayor Pro-Tem Magerkurth moved to accept the budget calendar for FY 2026/2027. Councilmember Haddock seconded the motion. The motion carried by a vote of 6-0.

8. CITY MANAGER'S REPORT. City Manager Caleb Kraenzel provided an update on the Textedly Messaging campaign.

9. EXECUTIVE SESSION CLOSE OPEN SESSION AND CONVENE EXECUTIVE SESSION Pursuant to §551.072 (Deliberation Regarding the Purchase, Exchange, Lease or Value of Real Property) of the Open Meetings Act. Tex. Gov't Code, Council will meet in Executive Session to discuss the following:

- Discussion regarding the acquisition, lease, or value of real property

6:46 p.m. Council convened to Executive Session

7:16 p.m. Council returned to Open Session

10. RECONVENE INTO OPEN SESSION FOR POSSIBLE ACTION RESULTING FROM ITEMS DISCUSSED IN EXECUTIVE SESSION. No action was taken

11. ANNOUNCEMENTS AND FUTURE AGENDA ITEMS. Staff reviewed the draft agenda for the March 17 regular meeting and reminded Council of the special meeting scheduled for March 5.

12. ADJOURNMENT. There being no further business to discuss, Councilmember Haddock moved to adjourn. Councilmember Haltom seconded the motion. The meeting was adjourned at 7:18 p.m.

John Packer, Mayor

ATTEST:

**Christina McDonald, TRMC
City Secretary**

DRAFT

STATE OF TEXAS
COUNTY OF BURNET
CITY OF MARBLE FALLS

On the 5th day of March 2026, the City Council convened in special session at 4:00 p.m. in the City Hall Council Chambers located at 800 Third Street, Marble Falls, with notice of meeting giving time, place, date, and subject having been posted as described in Chapter 551 of the Texas Government Code.

<u>PRESENT:</u>	John Packer	Mayor
	Craig Magerkurth	Mayor Pro-Tem
	Dee Haddock	Councilmember
	Lauren Haltom	Councilmember
	Griff Morris	Councilmember
	Richard Westerman	Councilmember
<u>ABSENT:</u>	Karlee Hubble	Councilmember (excused)
<u>STAFF:</u>	Caleb Kraenzel	City Manager
	Russell Sander	Assistant City Manager
	Christina McDonald	City Secretary
	Josh Brockman Weber	City Attorney
	Lacey Dingman	Parks and Recreation Director
	Jake Eason	Assistant Parks and Recreation Director
	Glenn Hanson	Police Chief
	Trisha Ratliff	Assistant Police Chief

VISITORS: Dakota Morrissiey (Daily Trib)

1. **CALL TO ORDER AND ANNOUNCE QUORUM IS PRESENT.** Mayor Packer called the meeting to order at 4:00 p.m. and announced the presence of a quorum.
2. **INVOCATION.**
3. **PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES AND TO THE TEXAS FLAG.**
4. **UPDATES, PRESENTATIONS, PROCLAMATIONS AND RECOGNITIONS.** There were no updates, presentations, proclamations or recognitions.
5. **CITIZEN COMMENTS.** There were no citizen comments.
6. **CONSENT AGENDA.** There were no items to consider.
7. **REGULAR AGENDA.** There were no items to consider.

8. **CITY MANAGER'S REPORT.** No report was provided.
9. **EXECUTIVE SESSION CLOSE OPEN SESSION AND CONVENE EXECUTIVE SESSION Pursuant to §551.071 (Private Consultation between the Council and its Attorney) of the Open Meetings Act. Tex. Gov't Code,** Council will meet in Executive Session to discuss the following:
- **Consultation with the City Attorney regarding the City's legal rights and obligations under a construction agreement for public building project(s)**

4:01 p.m. Council convened to Executive Session

4:23 p.m. Council returned to Open Session

10. **RECONVENE INTO OPEN SESSION FOR POSSIBLE ACTION RESULTING FROM ITEMS DISCUSSED IN EXECUTIVE SESSION.** Councilmember Haddock moved to authorize the City Manager to engage the Chapman Law Firm to provide legal services and related engineering services in an amount not to exceed \$35,000 . Councilmember Haltom seconded the motion. The motion carried by a vote of 6-0.

11. **ANNOUNCEMENTS AND FUTURE AGENDA ITEMS.** There were no announcements or future agenda items.

12. **ADJOURNMENT.** There being no further business to discuss, Councilmember Haddock moved to adjourn. Councilmember Westerman seconded the motion. The meeting was adjourned at 4:23 p.m.

John Packer, Mayor

ATTEST:

Christina McDonald, TRMC
City Secretary

March 17, 2026

6. CONSENT AGENDA

(b) Approval of Resolution 2026-R-03C appointing the election judges for the May 2, 2026 General Election. *Christina McDonald, City Secretary*



**Council Agenda Item Cover Memo
March 17, 2026**

Agenda Item No.: 6(b)
Presenter: Christina McDonald, City Secretary
Department: Administration
Legal Review: N/A

AGENDA CAPTION

Approval of Resolution 2026-R-03C appointing the election judges for the May 2, 2026 General Election.

BACKGROUND INFORMATION

The resolution appoints the election judges for the May 2, 2026 General Election.

The judges are hired and trained by Burnet County, however the Texas Election Code requires the local government to appoint the judges.

The attached Resolution appoints Londa Chandler as Presiding Election Judge and Marsha Neep as Alternate Presiding Election Judge and establishes the rate of pay in the amount of \$11.00/hr for the May 2026 General Election.

BUDGET IMPLICATIONS

Current Budget New Budget Request Non-Budgetary

STAFF RECOMMENDATION

Approve Resolution 2026-R-03C appointing the election judges and establishing the rate of pay for the May 2, 2026 General Election.

RESOLUTION 2026-R-03C

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARBLE FALLS, BURNET COUNTY, STATE OF TEXAS, APPOINTING THE ELECTION JUDGES AND ESTABLISHING RATES OF PAY FOR THE MAY 2, 2026 GENERAL ELECTION.

WHEREAS, on February 3, 2026 the City Council of the City of Marble Falls, Burnet County, State of Texas ordered an election to be held on Saturday, May 2, 2026 for the purpose of electing three Councilmembers.

WHEREAS, pursuant to the provisions of Texas Election Code Sec. 32.001, the City Council of the City of Marble Falls must appoint a Presiding Election Judge and an Alternate Presiding Judge for the General Election of the City of Marble Falls on May 2, 2026.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Marble Falls that:

Section 1. The Election Judges to serve at such election shall be and are hereby appointed as follows:

Presiding Election Judge – Londa Chandler
Alternate Presiding Election Judge – Marsha Neep

Section 2. That the above listed persons are hereby appointed as Election Judges for the May 2, 2026 General Election with the understanding that additions and changes to the appointments may be necessary by the Elections Administrator in order to fill vacancies as needed and that such Presiding Judge appoint three members to serve with her on the Early Voting Ballot Board and at least three members to serve as election clerks.

Section 3. In accordance with Section 32.091 of the TEXAS ELECTION CODE, the judges shall be paid at the rate of \$11.00 per hour.

Section 4. The City Secretary is hereby authorized and directed to provide a copy of this Resolution to each judge as written notice of the appointment as required by Section 32.009 of the TEXAS ELECTION CODE.

Section 5. The Presiding Judge shall have the authority to appoint qualified voters as clerks to assist in the holding of said election, but in no event shall the Presiding Judge appoint fewer than two clerks.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF MARBLE FALLS, BURNET COUNTY, STATE OF TEXAS ON THIS 17th DAY OF MARCH, 2026.

APPROVED:

John Packer, Mayor

ATTEST:

Christina McDonald, TRMC
City Secretary

March 17, 2026

6. CONSENT AGENDA

- (c) Approval of Resolution 2026-R-03B authorizing the submission of a Texas Community Development Block Grant Program application to the Texas Department of Agriculture for the Downtown Revitalization Program. *Erin Burks, Downtown and Marketing Manager*
-



Council Agenda Item Cover Memo
March 17, 2026

Agenda Item No.: 6(c)
Presenter: Erin Burks, Downtown and Marketing Manager
Department: Administration
Legal Review: N/A

AGENDA CAPTION

Approval of Resolution 2026-R-03B authorizing the submission of a Texas Community Development Block Grant Program application to the Texas Department of Agriculture for the Downtown Revitalization Program.

BACKGROUND INFORMATION

The Texas Department of Agriculture administers the Texas Community Development Block Grant (TxCDBG) Downtown Revitalization Program, which provides funding for infrastructure improvements that support pedestrian-oriented economic activity in downtown districts.

The City of Marble Falls proposes to apply for up to \$1,000,000 in grant funding for improvements within the TRIZ No. One District, including pedestrian access, security, and safety enhancements. The City will commit \$50,000 from Tax Increment Reinvestment Zone (TIRZ) Fund No. 1 as the required local match.

Approval of this resolution authorizes the submission of the grant application and designates the City Manager, or their designees, as the City's authorized representatives to execute all necessary documents related to the application and, if awarded, the administration of the grant.

BUDGET IMPLICATIONS

Current Budget **New Budget Request** **Non-Budgetary**

The City will commit \$50,000 from Tax Increment Reinvestment Zone (TIRZ) Fund No. 1 as the required local match

STAFF RECOMMENDATION

Approve Resolution 2026-R-03B authorizing the submission of a Texas Community Development Block Grant (TxCDBG) Downtown Revitalization Program application.

RESOLUTION 2026-R-03B

**A RESOLUTION OF THE CITY COUNCIL OF MARBLE FALLS, TEXAS,
AUTHORIZING THE SUBMISSION OF A TEXAS COMMUNITY
DEVELOPMENT BLOCK GRANT PROGRAM APPLICATION TO THE
TEXAS DEPARTMENT OF AGRICULTURE FOR THE DOWNTOWN
REVITALIZATION PROGRAM.**

WHEREAS, the City Council of the City of Marble Falls desires to develop a viable community, including decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low-to-moderate income; and

WHEREAS, it is necessary and in the best interests of the City of Marble Falls to apply for funding under the Texas Community Development Block Grant Program;

WHEREAS, the City Council of the City of Marble Falls has reviewed and evaluated the city for identification of pedestrian-centered economic activity and is formally designating the area identified by the following boundaries and outline on the map attached, as its official TIRZ No. 1 District.

Boundaries of the TIRZ No. 1 District.

North: Highway 1431

South: Highway 2147

East: Avenue G

West: Avenue N

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MARBLE FALLS, TEXAS,

1. That a Texas Community Development Block Grant Program application for the Downtown Revitalization Program is hereby authorized to be filed on behalf of the City with the Texas Department of Agriculture, and to be placed in competition for funding under the Downtown Revitalization Program .
2. That the City of Marble Falls commits to selecting an eligible project in the designated downtown area that meets either the National Program Objective to Eliminate Slum and Blighted Conditions or to Benefit Low- to Moderate-Income Persons.
3. That all funds will be used in accordance with all applicable federal, state, local and programmatic requirements including but not limited to procurement, environmental review, labor standards, real property acquisition, and civil rights requirements.

4. That the City of Marble Falls is committing to provide \$50,000.00 in matching funds toward the application's activities, with the specific usage and funding source to be determined prior to any award of grant funding.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF MARBLE FALLS,
BURNET COUNTY, STATE OF TEXAS ON THIS 17th DAY OF MARCH, 2026.

APPROVED:

John Packer, Mayor

ATTEST:

Christina McDonald, TRMC
City Secretary

March 17, 2026

7. REGULAR AGENDA

- (a) Public Hearing on an ordinance making a Finding of Special Benefit to the Property in the Major Improvement Area of the Manzano Mile Public Improvement District (The Highlands Subdivision); Providing for the Method of Assessment of Special Assessments Against Property in the District; Approving an Assessment Roll for the Major Improvement Area of the District; Levying Assessments Against Property within the Major Improvement Area of the District; Providing for Payment of the Assessments; Providing for Penalties and Interest on Delinquent Assessments; Establishing a Lien on Property within the District; Approving a Service and Assessment Plan; Providing for Related Matters in Accordance with Chapter 372, Texas Local Government Code; Providing an Effective Date; Providing for Severability; and Approving a Landowner Agreement. *Christina McDonald, City Secretary*
-



**Council Agenda Item Cover Memo
March 17, 2026**

Agenda Item No.: 7(a)
Presenter: Christina McDonald, City Secretary
Department: Administration
Legal Review:

AGENDA CAPTION

Public Hearing on an ordinance making a Finding of Special Benefit to the Property in the Major Improvement Area of the Manzano Mile Public Improvement District (The Highlands Subdivision); Providing for the Method of Assessment of Special Assessments Against Property in the District; Approving an Assessment Roll for the Major Improvement Area of the District; Levying Assessments Against Property within the Major Improvement Area of the District; Providing for Payment of the Assessments; Providing for Penalties and Interest on Delinquent Assessments; Establishing a Lien on Property within the District; Approving a Service and Assessment Plan; Providing for Related Matters in Accordance with Chapter 372, Texas Local Government Code; Providing an Effective Date; Providing for Severability; and Approving a Landowner Agreement.

BACKGROUND INFORMATION

Please note that for this item, the hearing will need to be opened and continued to be resumed at the April 7, 2026, Council Meeting. This hearing is on the levying of assessments within the District. The timing of the levy is being adjusted from March 17 to April 7 to accommodate the developer's anticipated closing date for its private financing. It is expected that the developer's financing will have closed and that all of the related transactional documents for the levying of assessments and issuance of PID bonds will be in substantially final form for the April 7 meeting.

Legal recommends that the public hearing be opened and that a motion to leave it open without adjournment, and to continue the public hearing to the April 7 Council Meeting, should be made and approved at this March 17 meeting.

The Council approved Resolution 2026-R-02E on February 17, 2026, which approved the Preliminary Service and Assessment Plan (the "SAP") and the preliminary assessment roll for the Major Improvement Area of the Manzano Mile Public Improvement District and called for a public hearing on March 17, 2026 for the levying of the assessments in the Major Improvement Area of the District. The levy and assessment amount for the Major Improvement Area Improvements (as defined in the SAP) is approximately \$7,233,827,

as referenced in Exhibit C of the SAP. The SAP sets forth the estimated total costs of the authorized improvements to be financed by the Major Improvement Area of the District for the development, and the Assessment Roll states the assessments to be levied against each parcel of land in the Major Improvement Area of the District as determined by the method of assessment and apportionment chosen by the City. With the adoption of this Ordinance, the Council will establish the method of payment for the assessments and levy an assessment on the property of the District which will fund the interest and principal payments on the bonds. The Assessment Ordinance will need to be recorded in the real property records of Burnet County, Texas within 7 days of approval.

The Assessment Ordinance will also authorize the execution of a Landowner Agreement with the Developer for the Major Improvement Area of the District. The Landowner Agreement will need to be recorded in the real property records of Burnet County.

BUDGET IMPLICATIONS		
<input type="checkbox"/> Current Budget	<input type="checkbox"/> New Budget Request	<input checked="" type="checkbox"/> Non-Budgetary

STAFF RECOMMENDATION

Staff recommends the following motion: Move to leave the public hearing open without adjournment, and to continue the public hearing to the April 7 Council Meeting.

March 17, 2026

7. REGULAR AGENDA

- (b) Public Hearing on an ordinance making a Finding of Special Benefit to the Property in Improvement Area #1 of the Manzano Mile Public Improvement District (The Highlands Subdivision); Providing for the Method of Assessment of Special Assessments Against Property in the District; Approving an Assessment Roll for Improvement Area #1 of the District; Levying Assessments Against Property within Improvement Area #1 of the District; Providing for Payment of the Assessments; Providing for Penalties and Interest on Delinquent Assessments; Establishing a Lien on Property within the District; Approving a Service and Assessment Plan; Providing for Related Matters in Accordance with Chapter 372, Texas Local Government Code; Providing an Effective Date; Providing for Severability; and Approving a Landowner Agreement. *Christina McDonald, City Secretary*
-



**Council Agenda Item Cover Memo
March 17, 2026**

Agenda Item No.: 7(b)
Presenter: Christina McDonald, City Secretary
Department: Administration
Legal Review:

AGENDA CAPTION

Public Hearing on an ordinance making a Finding of Special Benefit to the Property in Improvement Area #1 of the Manzano Mile Public Improvement District (The Highlands Subdivision); Providing for the Method of Assessment of Special Assessments Against Property in the District; Approving an Assessment Roll for Improvement Area #1 of the District; Levying Assessments Against Property within Improvement Area #1 of the District; Providing for Payment of the Assessments; Providing for Penalties and Interest on Delinquent Assessments; Establishing a Lien on Property within the District; Approving a Service and Assessment Plan; Providing for Related Matters in Accordance with Chapter 372, Texas Local Government Code; Providing an Effective Date; Providing for Severability; and Approving a Landowner Agreement.

BACKGROUND INFORMATION

Please note that for this item, the hearing will need to be opened and continued to be resumed at the April 7, 2026, Council Meeting. This hearing is on the levying of assessments within the District. The timing of the levy is being adjusted from March 17 to April 7 to accommodate the developer's anticipated closing date for its private financing. It is expected that the developer's financing will have closed and that all of the related transactional documents for the levying of assessments and issuance of PID bonds will be in substantially final form for the April 7 meeting.

Legal's recommendation is that the public hearing be opened and that a motion to leave it open without adjournment, and to continue the public hearing to the April 7 Council Meeting, should be made and approved at this March 17 meeting.

The Council approved Resolution 2026-R-02F on February 17, 2026, which approved the Preliminary Service and Assessment Plan (the "SAP") and the preliminary assessment roll for Improvement Area #1 of the Manzano Mile Public Improvement District and called for a public hearing on March 17, 2026, for the levying of the assessments in Improvement Area #1 of the District. The levy and assessment amount for the Improvement Area #1 Improvements (as defined in the SAP) is approximately \$32,783,397, as referenced in

Exhibit C of the SAP. The SAP sets forth the estimated total costs of the authorized improvements to be financed by Improvement Area #1 of the District for the development, and the Assessment Roll states the assessments to be levied against each parcel of land in Improvement Area #1 of the District as determined by the method of assessment and apportionment chosen by the City. With the adoption of this Ordinance at the April 7 meeting, the Council will establish the method of payment for the assessments and levy an assessment on the property of the District which will fund the interest and principal payments on the bonds. The Assessment Ordinance will need to be recorded in the real property records of Burnet County, Texas within 7 days of approval.

The Assessment Ordinance will also authorize the execution of a Landowner Agreement with the Developer for the Major Improvement Area of the District. The Landowner Agreement will need to be recorded in the real property records of Burnet County.

BUDGET IMPLICATIONS		
<input type="checkbox"/> Current Budget	<input type="checkbox"/> New Budget Request	<input checked="" type="checkbox"/> Non-Budgetary

STAFF RECOMMENDATION

Staff recommends the following motion: Move to leave the public hearing open without adjournment, and to continue the public hearing to the April 7 Council Meeting.

March 17, 2026

7. REGULAR AGENDA

- (c) Discussion and Action on Ordinance 2026-O-03B amending the Code of Ordinances of the City of Marble Falls, Texas, Chapter 25 “Traffic and Motor Vehicles”, by creating and adopting a new Article VIII, entitled “Golf Carts” to regulate the operation of golf cars, recreational off-highway vehicles, neighborhood electric vehicles, and utility vehicles on designated streets within the City. *Erin Burks, Downtown and Marketing Manager and Trish Ratliff, Assistant Police Chief*
-



Council Agenda Item Cover Memo
March 17, 2026

Agenda Item No.: 7(c)
Presenter: Trisha Ratliff and Erin Burks
Department: MFPD and Administration
Legal Review:

AGENDA CAPTION

Discussion and Action on Ordinance 2026-O-03B amending Chapter 25 “Traffic and Motor Vehicles”, of the Code of Ordinances of the City of Marble Falls by creating a new Article VIII entitled Golf Carts to regulate the operation of golf carts, recreational off-highway vehicles, neighborhood electric vehicles, and utility vehicles on designated streets within the City.

BACKGROUND INFORMATION

The City of Marble Falls currently does not have a comprehensive ordinance regulating the operation of golf carts and certain off-highway vehicles on public streets. As the use of these vehicles has increased within the community, the need for clear regulations has become more apparent to ensure public safety while allowing limited operation consistent with state law.

Texas Transportation Code §551.404 authorizes municipalities to permit golf carts on public streets with posted speed limits of 35 miles per hour or less. The proposed ordinance establishes regulations that allow golf carts, recreational off-highway vehicles (ROVs), and utility vehicles (UTVs) to operate on certain city streets while implementing safety standards and operational requirements.

Key Provisions of the Ordinance:

The proposed ordinance would amend Chapter 25 of the City Code by adding a new Article VIII – Golf Carts. Major provisions include:

- Allowing golf carts, recreational off-highway vehicles, and utility vehicles on public streets with speed limits of 35 mph or less.
- Requiring operators to possess a valid driver’s license and maintain liability insurance meeting state minimum requirements.
- Requiring vehicles to display a Texas DMV golf cart or off-highway vehicle license plate.

- Establishing minimum safety equipment requirements, including lights, reflectors, mirrors, seat belts, and a slow-moving vehicle emblem.
- Creating a City safety acknowledgement process, including completion of a safety form and display of a city-issued safety sticker.
- Prohibiting operation on state highways and farm-to-market roads, except when crossing at signalized intersections.
- Prohibiting operation between 11:00 p.m. and 6:00 a.m..
- Prohibiting the commercial rental of golf carts for use on public streets within the city limits due to traffic safety concerns.
- Prohibiting ATVs and sand rails from operation on public streets or recreational areas within the city.

Violations of the ordinance would be punishable by fines up to \$500 per offense, and up to \$2,000 for violations involving public health and safety.

A Council subcommittee composed of Mayor Packer and Councilmembers Morris and Westerman met on several occasions and recommends approval of the proposed ordinance.

BUDGET IMPLICATIONS		
<input type="checkbox"/> Current Budget	<input type="checkbox"/> New Budget Request	<input checked="" type="checkbox"/> Non-Budgetary

No significant fiscal impact is anticipated. Administrative oversight will be managed through limited and existing city resources.

STAFF RECOMMENDATION

Staff recommends approval of Ordinance 2026-O-03B establishing regulations for golf carts and certain off-highway vehicles within the City of Marble Falls.

ORDINANCE 2026-O-03B

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF MARBLE FALLS, TEXAS, CHAPTER 25, "TRAFFIC AND MOTOR VEHICLES," BY CREATING AND ADOPTING A NEW ARTICLE VIII TO BE ENTITLED "GOLF CARTS"; PROVIDING FOR THE INCORPORATION OF PREMISES; PROVIDING FOR AMENDMENTS; PROVIDING FOR A PENALTY IN AN AMOUNT NOT TO EXCEED FIVE HUNDRED DOLLARS (\$500.00) FOR EACH OFFENSE, AND UP TO TWO THOUSAND DOLLARS (\$2,000.00) FOR VIOLATIONS THAT INVOLVE PUBLIC HEALTH AND SAFETY; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A CUMULATIVE REPEALER; PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE, AND PROPER NOTICE OF MEETING.

WHEREAS, the City Council of the City of Marble Falls, Texas, ("City") seeks to provide for the health, safety and welfare of its citizens and provide for the orderly development and use of the streets; and

WHEREAS, the Texas Transportation Code §551.404 authorizes municipalities to permit golf carts on public streets that have a posted speed limit of not more than 35 miles per hour; and

WHEREAS, the City Council finds that permitting limited operation of golf carts, recreational off-highway vehicles, neighborhood electric vehicles, and utility vehicles on designated streets may enhance mobility for residents and visitors while maintaining public safety; and

WHEREAS, the City Council finds that the rental of golf carts for operation on public streets creates increased traffic safety risks because operators are often unfamiliar with local traffic conditions, golf carts lack standard vehicle safety equipment, and short-term renters may not be adequately trained in safe operation. Accordingly, the City finds that prohibiting the commercial rental of golf carts for operation on public streets is necessary to protect public safety and regulate traffic on municipal roadways; and

WHEREAS, the City Council desires to regulate such operation in a manner consistent with state law and public safety objectives;

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

SECTION I. PREAMBLE. All of the above premises are hereby found to be true and correct legislative and factual findings of the City of Marble Falls and are hereby approved and incorporated into the body of this ordinance as if copied in their entirety.

SECTION II. AMENDMENT. The Code of Ordinance of the City of Marble Falls, Texas is hereby amended by amending Chapter 25 "Traffic and Motor Vehicles" to add a new article entitled Article VIII to be entitled "Golf Carts," and will read in its entirety as follows:

ARTICLE VIII. GOLF CARTS

Sec. 25-246. Purpose.

This article is established to protect the public health, safety, and welfare by regulating the operation of golf carts and off-highway vehicles on public streets.

Sec. 25-247. Definitions.

When used in the City Code of Ordinances, the following words and terms, unless the context indicates a different meaning, or unless otherwise specifically defined for application to a portion of this chapter, shall be interpreted as follows:

All-terrain vehicle (ATV) means a motor vehicle, as described and defined under Texas Transportation Code section 551A.001(1) as amended, that is designed to propel itself with three or four tires in contact with the ground, is not more than 50 inches wide, and is equipped with a saddle seat or seats.

Golf cart means a motor vehicle designed by the manufacturer primarily for use on a golf course. (Texas Transportation Code section 551.401)

Neighborhood Electric Vehicle (NEV) means a vehicle that can attain a maximum speed of 35 miles per hour on a paved level surface and otherwise complies with the Federal Motor Vehicle Safety Standard 500.

Off-highway vehicle means an all-terrain vehicle, a recreational off-highway vehicle, a sand rail or a utility vehicle (Texas Transportation Code section 551A.001(1-d))

Recreational off-highway vehicle (ROV) means a motor vehicle, as described and defined under Texas Transportation Code section 551A.001(5) as amended, which is an off-highway vehicle equipped with a seat or seats for the use of the rider and a passenger or passengers, if the vehicle is designed by the manufacturer to transport a passenger or passengers, and is not designed by the manufacturer primarily for farming or lawn care.

Sand rail means a motor vehicle, as described and defined under Texas Transportation Code section 551A.001(3) as amended, which is an off-highway vehicle designed or built primarily for off-highway use, in sandy terrains, including for use on sand dunes.

Utility vehicle (UTV) means a motor vehicle, as described and defined under Texas Transportation Code section 551A.001(6) as amended, which is an off-highway vehicle that is not a golf cart or lawn mower, is equipped with side-by-side seating for the use of the operator and a passenger, and is designed by the manufacturer primarily for utility work and not for recreational purposes.

Sec 25-249. Operation and Regulation of Golf Carts, Recreational Off-Highway Vehicles, and Utility Vehicles

- (a) The operation of golf carts, recreational off-highway vehicles and utility vehicles within the corporate limits of the city upon its public streets and public rights-of-way is hereby authorized when all requirements and restrictions under this section are met.
- (b) The operation of a golf cart, recreational off-highway vehicle or utility vehicle under this section is only authorized upon a public street or public right-of-way with a speed limit of 35 miles per hour or less.
- (c) A golf cart, recreational off-highway vehicle or utility vehicle under this section is authorized to cross state highways, including farm to market roads, solely at intersections controlled by an official traffic control signal.
- (d) An operator of a golf cart, recreational off-highway vehicle, or utility vehicle authorized under this section shall be subject to and comply with all applicable state traffic laws and regulations governing the operation of motor vehicles, to the extent such laws apply to the vehicle being operated.
- (e) An operator of a golf cart, recreational off-highway vehicle, or utility vehicle authorized under this section shall comply with all state and local parking requirements.
- (f) In compliance with Texas Transportation Code, sections 551.402 and 551A.052 as amended, a golf cart, recreational off-highway vehicle or utility vehicle operated under this section shall display a golf cart license plate or off-highway vehicle license plate issued by the Texas Department of Motor Vehicles on the rear of the vehicle.
- (g) A golf cart, recreational off-highway vehicle, or utility vehicle operated under this section must be covered by liability insurance in an amount not less than the minimum required by state law for motor vehicles. Coverage may be provided by a separate policy or through the owner's or operator's homeowner's insurance policy
- (h) An operator of a golf cart, recreational off-highway vehicle, or utility vehicle authorized under this section shall hold a valid driver's license.
- (i) A golf cart, recreational off-highway vehicle or utility vehicle operated under this section must be equipped with the following items:
 - (1) Headlamps;
 - (2) Taillamps;
 - (3) Front and rear side reflectors;
 - (4) Brake lights;

- (5) Parking brake;
 - (6) Rearview mirror(s);
 - (7) A "slow moving vehicle" reflective triangle affixed visible to the rear; and
 - (8) Seat belts.
- (j) Recreational off-highway vehicles and utility vehicles operated under this section must also be equipped with:
- (1) A brake system maintained in good operating condition;
 - (2) An adequate muffler system in good working condition; and
 - (3) A United States Forest Service qualified spark arrester.
- (k) If a golf cart or recreational off-highway vehicle is not equipped with turn signals, the operator shall use standard hand and arm signals when operating the vehicle on a public roadway.
- (l) Safety Acknowledgement Requirement
- (1) Before operating a golf cart, recreational off-highway vehicle, or utility vehicle on a public street or roadway within the city, the owner shall complete a safety acknowledgement form made available on the City of Marble Falls website.
 - (2) Upon completion of the safety acknowledgement form, the city shall issue a safety acknowledgement sticker. The owner shall display the issued sticker in the center of the required slow-moving vehicle reflective safety triangle affixed to the vehicle.
 - (3) Failure to complete the safety acknowledgement form or properly display the issued sticker as required by this subsection constitutes a violation of this section.

Sec. 25-250. Prohibitions

- (a) Golf carts, recreational off-highway vehicles, and utility vehicles are prohibited from operation on any roadway within the state highway system, including Farm-to-Market roads, located within the corporate limits of the city, regardless of the posted speed limit, except for the purpose of crossing the roadway at an intersection with an official traffic control device in accordance with Section 25-249(c).
- (b) Golf carts, recreational off-highway vehicles, and utility vehicles are prohibited from crossing the state highway system at the intersections of Mormon Mill Road and U.S. Highway 281, and FM 1431 and Bluebonnet Drive/Avenue N.

- (c) Golf carts, recreational off-highway vehicles and utility vehicles are prohibited on any public sidewalk, hike and bike trail, playground, greenbelts, or other public recreational areas not designated for motor vehicle traffic, except in designated areas within the corporate boundaries of the city.
- (d) All-terrain vehicles (ATVs) and sand rails are prohibited on any highway, roadway, public sidewalk, hike and bike trail, playground, greenbelt, or other public recreational areas within the corporate boundaries of the city.
- (e) An off-highway vehicle may not tow or pull a trailer, boat, personal watercraft, other object, or any person.
- (f) Operation of a golf cart, recreational off-highway vehicle, or utility vehicle is prohibited between the hours of 11:00 p.m. and 6:00 a.m.
- (g) No person or entity shall rent, lease, or otherwise provide a golf cart for compensation for operation on any public street, roadway, or highway within the city limits.

SECTION III. PENALTY.

- (a) Any violation of this ordinance shall be punishable by a fine not to exceed five hundred dollars (\$500.00), except that the violation of any such provision of the ordinance that governs fire safety, zoning, or public health and sanitation shall be punishable by a fine not to exceed two thousand dollars (\$2,000.00). Each day, or portion thereof, during which a violation of this ordinance continues shall constitute a separate and distinct offense
- (b) The penalty provided for in subsection (a) shall not prevent the abatement of the violating condition in addition to the penalty.
- (c) Unless otherwise specifically stated within the provisions of this ordinance, any violation of this ordinance set forth herein that is punishable by a fine that does not exceed the amount authorized by Section 12.23 of the Texas Penal Code does not require a culpable mental state, and a culpable mental state is hereby not required to prove any such offense.
- (d) Unless otherwise specifically stated within the provisions of this ordinance, any violation of this ordinance set forth herein that is punishable by a fine that exceeds the amount authorized by Section 12.23 of the Texas Penal Code shall require a culpable mental state of "criminal negligence."

SECTION IV. SAVINGS CLAUSE. The repeal of any ordinance or part of ordinances effectuated by the enactment of this ordinance shall not be construed as abandoning any action now pending under or by virtue of such ordinance or as discontinuing, abating, modifying or altering any penalty accruing or to accrue, or as affecting any rights of the City under any section or provisions of any ordinances at the time of passage of this ordinance.

SECTION V. SEVERABILITY CLAUSE. If any provision, section, sentence, clause or phrase of this ordinance, or the application of the same to any person or set of circumstances is for any reason held to be unconstitutional, void, invalid, or unenforceable, the validity of the remaining portions of this ordinance or its application to other persons or sets of circumstances shall not be affected thereby, it being the intent of the City Council of the City of Marble Falls in adopting, and of the Mayor in approving this ordinance, that no portion thereof or provision or regulation contained herein shall become inoperative or fail by reason of any unconstitutionality or invalidity of any portion, provision or regulation.

SECTION VI. REPEALER CLAUSE. The provisions of this ordinance shall be cumulative of all other ordinances or parts of ordinances governing or regulating the same subject matter as that covered herein, provided, however, that all prior ordinances or parts of ordinances inconsistent or in conflict with any of the provisions of this ordinance are hereby expressly repealed to the extent that such inconsistency is apparent. This ordinance shall not be construed to require or allow any act that is prohibited by any other ordinance.

SECTION VII. PENALTY. Any violation of the terms of this Ordinance is further declared to be a misdemeanor, and any person, firm, corporation or other entity found to be guilty thereof shall be punishable by a fine not to exceed five hundred dollars (\$500.00) for each offense, and a fine of up to two thousand dollars (\$2,000.00) if the violation involves public health and safety.

EFFECTIVE DATE. This ordinance shall take effect on March 17, 2026 after its passage and publication as may be required by governing law and after second reading.

SECTION VIII. NOTICE AND MEETING. It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

DULY PASSED by the City Council of the City of Marble Falls, Texas, on this 17th day of March, 2026.

CITY OF MARBLE FALLS

By: _____
John Packer, Mayor

ATTEST:

Christina McDonald, City Secretary

APPROVED AS TO FORM:

Josh Brockman-Weber, City Attorney

March 17, 2026

7. REGULAR AGENDA

- (d) Discussion and Action on a Strategic Growth Concept Plan for the Highland Lakes Regional Emergency Communication Center. *Stacy Marberry Baker, Director*
-



Council Agenda Item Cover Memo
March 17, 2026

Agenda Item No.: 7(d)
Presenter: Stacy Marberry, Director
Department: HLRECC
Legal Review: N/A

AGENDA CAPTION

Discussion and Action on a Strategic Growth Concept Plan for the Highland Lakes Regional Emergency Communication Center.

BACKGROUND INFORMATION

The Council subcommittee met with staff to discuss several inquiries about agencies moving to the Highland Lakes Regional Emergency Communications Center (HLRECC) in January. Based on the discussion and recommendations of the subcommittee, staff created a Strategic Growth Concept Plan.

The HLRECC will pursue a deliberate and sustainable growth strategy, focused on regionalization, operational excellence, and financial sustainability. This strategy is designed to expand service delivery, while maintaining high-performance standards, equitable cost distribution and scalable infrastructure.

Guidelines for adding new partner agencies will include Operational Compatibility, Call Volume and Workload Analysis, Financial Commitment and Cost Allocation, One-time Implementation Requirements, Governance and Participation and Technology and Compliance.

The Council subcommittee (Mayor Packer and Councilmembers Haltom and Westerman) recommends approval of the concept plan as presented.

BUDGET IMPLICATIONS

Current Budget New Budget Request Non-Budgetary

STAFF RECOMMENDATION

The HLRECC Advisory Committee, the Council subcommittee, and the HLRECC staff recommends approving the Strategic Growth Concept Plan.

Growth Strategy Concept and Agency Expansion Framework

HLRECC will pursue a deliberate and sustainable growth strategy focused on regionalization, operational excellence, and financial stability. This strategy is designed to expand service delivery while maintaining high-performance standards and equitable cost distribution, and scalable infrastructure.

Strategic Growth Objectives

HLRECC's growth strategy is anchored on the following objectives:

Regional Expansion: Include partner agencies aligned with HLRECC's operational and financial model in the Western Region Regional Area.

Operational Excellence: Maintain industry-leading standards through center accreditation, certified training, protocol compliance, and continuous quality improvement.

Financial Sustainability: Ensure that all growth supports a balanced and scalable cost-sharing model that reduces financial burden on existing partners.

Technology Modernization: Align expansion with ongoing investments in Public Safety Software, Radio, and interoperability platforms to ensure seamless integration.

Collaborative Governance: Council, Council Sub-Committee, Advisory Board and Partner engagement to guide expansion decisions and maintain transparency

Guidelines for Adding New Partner Agencies

To ensure sustainable and strategic expansion, HLRECC will adhere to the following standardized evaluation and onboarding framework:

Operational Compatibility

- Agency within HLRECC's area and does not have other viable, conducive dispatching options
- Agency must align with HLRECC service delivery model.
- Ability to integrate into existing CAD, radio, paging infrastructure and within HLRECC facility.
- Evaluation of geographic coverage, call routing, and jurisdictional impacts.

Incident Volume

- Minimum of three to five years of historical incident data is required.
- Incident volume will be analyzed to determine proportional workload impact and staffing needs.

Financial Commitment and Cost Allocation

Agencies will agree to the established cost-share model;

(A) Current Fiscal Year Operational Budget x (B) The average % of incidents over the previous 5 calendar years = (C) Annual Fee

A One-Time Implementation Cost (administration, Technology, Integration, Staffing)

One-Time Implementation Requirements

Each new agency will be assessed an implementation fee to offset immediate operational impacts, which may include:

- Personnel Additions
- Console expansion and system integration
- Facility needs
- CAD/RMS configuration and onboarding
- Administrative fees

Governance & Participation

- New partners will have an opportunity to participate in monthly operational coordination meetings and quarterly advisory board meetings
- Agencies will align with HLRECC standards, policies, procedures and quality assurance practices.

Technology and Licensing

- Agencies must comply with shared system agreements (federal system access, TCOLE, etc.)

Evaluation of Current- Year Budget Impacts

Each proposed expansion will include a comprehensive fiscal impact assessment to ensure that current-year operations remain stable and fully funded.

Staffing Impact Analysis –

- Determine required FTEs based on – volume increase
- Immediate hiring needs must be incorporated into the current fiscal year budget and offset through implementation fees.

Technology and Infrastructure Analysis–

- Evaluate systems impacts and facility capacity.
- Expansion must not degrade service levels to existing partners.

Financial Alignment –

- Implementation fees are used to cover upfront costs in the current fiscal year and administration costs for the time to on-board the agency.

Scalable Growth Model

HLRECC's financial and operational model is designed to be efficient and innovative: As additional agencies are added, cost distribution is broadened, reducing the burden on existing partners.

- Growth supports enhanced service reliability through additional dispatching resources, without degrading service levels to current partners
- Technology investments are leveraged across a larger user base.

Growth initiatives will be formally reviewed through:

- HRLECC Leadership
- Advisory Board Recommendation
- Participating Agency Approval
- Council Sub-Committee
- Council

Additionally, each expansion will include:

- Defined project timeline
- Go-Live readiness benchmarks
- Post-implementation performance review

Conclusion

HLRECC's growth strategy is intentionally structured to balance expansion with sustainability. By applying standardized evaluation criteria, maintaining strict financial discipline, and prioritizing operational excellence, HLRECC will continue to strengthen regional partnerships while ensuring reliable, high-quality emergency communications services for all participating agencies.



Serving as a regional leader by balancing growth, technology and fiscal responsibility HLRECC will expand regional partnerships, maintain operational excellence, and ensure financial sustainability through a scalable cost-sharing model, modern technology, and structured governance.

STRATEGIC GROWTH CONCEPT

