



CITY COUNCIL PACKET  
FOR  
**AUGUST 26, 2025**

**NOTICE OF A REGULAR MEETING  
OF THE CITY COUNCIL FOR THE  
CITY OF GREY FOREST, TEXAS**

**AGENDA**

NOTICE IS HEREBY GIVEN OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF GREY FOREST, TO BE HELD **August 26, 2025**, AT **6:30 PM** IN COUNCIL CHAMBERS AT GREY FOREST CITY HALL, 18502 SCENIC LOOP ROAD, HELOTES, TEXAS 78023, DURING WHICH TIME CITY BUSINESS WILL BE CONDUCTED IN ACCORDANCE WITH LOCAL GOVERNMENT CODE 551 AS FOLLOWS:

**I. CALL TO ORDER**

**II. ROLL CALL**

**III. PLEDGE OF ALLEGIANCE AND INVOCATION**

**IV. PUBLIC COMMENT:** Persons who desire to address the City Council will be received at this time. Those persons wishing to speak should complete a Public Comment Form and submit it to the City Secretary prior to commencement of the meeting. If the speaker wishes to comment on a particular agenda item, then the speaker should indicate such item(s) on the form. Public comment is limited to 3 minutes per speaker. In accordance with the Texas Open Meetings Act, the City of Grey Forest, City Council cannot deliberate or take action on items not listed on the meeting agenda.

**V. ANNOUNCEMENTS / REPORTS / MAYOR AND CITY EMPLOYEES**

- a) Mayor Announcements
- b) Council/Staff Announcements
- c) Committee Announcements/Reports
- d) Grey Forest Community Board Update
- e) Senator Frank L. Madla Natural Area Update
- f) Guajolote Ranch Oversight Committee
- g) Board of Adjustment Update
- h) Police Department Monthly Report
- i) Public Works Monthly Report
- j) Fire Department Monthly Report
- k) Grey Forest Utilities Update
- l) City Attorney Report

**VI. PRESENTATIONS**

- a) N/A

**VII. PUBLIC HEARING**

- a) N/A.

**THE FOLLOWING ITEMS MAY BE CONSIDERED AT ANY TIME DURING THE REGULAR COUNCIL MEETING:**

**VIII. CONSENT AGENDA**

- a) Approval of Minutes: July 22, 2025 regular meeting

**IX. UNFINISHED BUSINESS**

- a) Discussion and possible action on the FY 2025–2026 Budget, including evaluation of projected expenses for the Five-Year Financial Plan.
- b) Discussion regarding the City of Grey Forest Employee Policy, including Hiring Procedures, Benefits, and Longevity Provisions.
- c) Discuss and take possible action on Resolution 2025-62R of the city council for the City of Grey Forest, Texas, to adopt a voluntary annexation policy; providing for severability and savings clause; and setting an effective date.

**X. NEW BUSINESS**

- a) Discuss and take possible action regarding the appointment of Reserve Officer(s): Mr. Gary Albrecht
- b) Discuss and take possible action authorizing the Mayor to sign an Interlocal Fire Prevention and Inspection Services Agreement by and between the City of Helotes, Texas and the City of Grey Forest, Texas, located in Bexar County, Texas.
- c) Discuss and take possible action on authorizing the Mayor to enter into a contract with Form, Tie & Pour Concrete, LLC for an amount not to exceed \$25,000.00 (expensed from Road and Bridges in the Reserve Account) per designated project location for street repair on inner city roads in the City of Grey Forest. (Mayor Pro Tem Poss)
- d) Discuss and take possible action approving Resolution 2025-08R, a resolution of the City Council City of Grey Forest, Texas, designating methods, addresses, and locations for receiving public information requests and providing an effective date.

**XI. EXECUTIVE SESSION**

Pursuant to Texas Government Code, Sections 551.071 (consultation with attorney), 551.072 (deliberations about real property), and 551.074 (personnel matters, the City Council of the City of Grey Forest will convene in Executive Session to discuss the following items. No action may be taken during Executive Session. After the conclusion of the Executive Session, the City Council will reconvene into open session and may take action on any items discussed in Executive Session.

- g) Consultation with attorney regarding the land use restrictions and nuisance issues in commercial zoning districts and possible amendments to these sections of the city code for clarification. (Council Member Santy and Council Member Poss).
- h) Discuss and possible action on items discussed in Executive Session.


**XII. GENERAL ANNOUNCEMENTS & FUTURE AGENDA ITEMS REQUESTED**

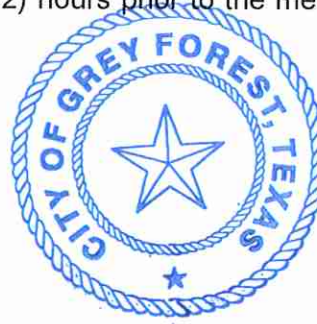
- a) None

**XIII. ADJOURNMENT**

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the City Council of the City of Grey Forest is a true and correct copy of said Notice and was posted on the bulletin board at City Hall of said City in a convenient place to the public and said Notice was posted on the 19<sup>th</sup> day

of August 2025 at 12:03 P.M., more than seventy-two (72) hours prior to the meeting on 26<sup>th</sup> day of August 2025.

By:   
Miguel Cantu, TRMC  
City Secretary



**NOTICES**

*The City Council of the City of Grey Forest reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed on the posted agenda, above, as authorized by the Texas Government Code, 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), and 551.087 (economic development). No action may be taken during Executive Session.*

**NOTICE OF ASSISTANCE AT PUBLIC MEETINGS**

The City of Grey Forest City Council meetings are available to all persons regardless of disability. If you require special assistance, contact the City Secretary forty-eight hours prior to the meeting time at (210) 695-3261 ext 1.

# New Agenda Item



**Grey Forest Community Board**  
**Report to Grey Forest Mayor and City Council**  
**Dr. Geri Poss**  
**August 26, 2025**

**Committee Report for GFCB Held on 8-7-2025**

(Highlights only)

The board members gave their reports regarding their individual committees.

- I. Creeks/ Parks/Community center
  1. We will have a creek clean up on August 16<sup>th</sup> and will solicit volunteers. We also need to assess the need for further watering for the memorial trees in the ballpark area. We discussed potential Eagle Scout projects for the community center area.
  2. We discussed our desire to purchase a memorial bench to dedicate to James/Debbie Swisher for their contributions to the city. We would like the city to pay for the bench (\$1295.00) and for it to be placed at the community center (picture attached). We would also like a dedication ceremony to include a margarita machine. The Swishers will be back in town towards the end of October.
  3. We need to finalize plans for the pump house that is by the tennis courts. The slab has been poured and we have an area 8 by 10 feet for open or closed storage. It will be used for tools and sports equipment. We need to purchase hardy board, have a design completed and get volunteer help to build it out.
  
- II. Finances
  1. We discussed other purchases for the 2024-2025 budget such as a bike rack, additional small tables and padded chairs for the community center and perhaps a basketball or two. We discussed the painting of the tennis court but since it is used as a basketball court and skating area it might be best to leave it alone.
  2. We approved the 2025-2026 budget for council review. We will work to decrease the cost of the dog water station and consider the purchase of tables and/or lawn chess game for triangle park. We would like council to consider moving the building maintenance needed to be done on the community center such as paint and repair the ADA ramp and repair the fascia on the community center as well as paint the community center and porch from our budget to the new city's dedicated budget item for building repair and maintenance.
  
- III. The hospitality Board position remains vacant. Madeline as a non-board member continues to do these duties in the interim.

Submitted by Geri Poss  
GFCB city council liaison

**Senator Frank, L Madla, Natural Area  
Report to Grey Forest Mayor and City Council  
9780 Menchaca Rd  
Grey, Forest, Texas**

**Report to Grey Forest Mayor and City Council August 2025**

**Maintenance**

- Working to procure a new propane tank. We have quotes for a tank and regulator. We have a provider for gas (Alamo Propane) once we have the new tank in place.
- ADA trail project assessment is underway. Miguel is pursuing a grant that could help pay for this from TPW. Kelly has gotten bids for us for the grant.
- Cap stones on the pavilion have come loose and will be repaired in Aug along with the damage to the entrance pillar that was damaged.

**Fundraising efforts:**

Donations are always welcome through the park website.

**A special thanks to the continued financial support our friends of the Natural Area!**

- Save the date! "Madla Madness" fundraiser is on the books for Sunday, November 8, 2025 at the Community Center. Live auction featuring the Vintage GF street signs. Details to follow.

**Park and Prairie Restoration**

- Work will be ongoing to complete the fence over time. The first section is complete.

**2025-2026 Projects needing Funding**

- Continued Restoration of Trails
- Natural Cedar Fencing
- Trail Benches and Picnic Tables

**Other items of Note**

- Wedding ceremony August 2
- Ongoing general maintenance of trails
- Seeking funding for flood water mitigation plan provided by COSA Parks and recreation, Edwards aquifer, conservation easement program.

**Respectfully, Senator Frank L. Madla Jr. Natural Area Board**

**GUAJOLOTE RANCH OVERSIGHT COMMITTEE**  
**Report to Grey Forest Mayor and City Council**  
**Mr. Michael Phillips**  
**Tuesday, August 26, 2025**

**Guajolote Ranch:**

At the 11th hour on 31 July, Lennar exercised its option on the Edwards property. Oddly, it negotiated a six-month closing and, we suspect, authority to conduct work on the property. The SLHCA interprets this as another indication that Lennar is really waiting on approval of the PID, and that if they don't get it, they might call the deal off. Lennar has not exercised its option on the Guajolote Ranch property itself.

As a reminder, both Bexar County and CoSA must approve the PID. SLHCA continues to work both angles. We had representatives attend every county commissioners' recent town hall meetings, asking tough questions (some of which were answered), and we are working hard to get both commissioners and CoSA council members out here for our tour, which has proven to be the most impactful way to get our message across. We appear to have brow-beaten Commissioner Moody into agreeing to come out for a tour (NFI). County Commissioner John Rodriguez of Precinct 2 has agreed to come out for a tour, as has City Council District 7 Representative Marina Alderete Gavito. Ron Nierenberg is actively reaching out to sitting council members, recommending they take the tour.

On 11 August, Mayor Garro and I met with members of Congressman Tony Gonzales's staff. Among other things, we spoke about ways that Rep. Gonzales could look into the Guajolote Ranch project. Specifically, we are looking for ways to get the EPA, Army Corps of Engineers, or other federal agencies to review the project. For background, since the Edwards is a federally designated single-source aquifer, it merits special protections, and we are hoping that just having federal agencies snoop around might be enough to wave Lennar off the project. Unfortunately, his EPA specialist couldn't make the meeting, but I have her contact information and will be working to develop that relationship.

TCEQ has passed its opportunity to schedule an August hearing for its next step, a decision on whether to issue the permit; the next opportunity for this hearing should be 24 Sept. If they issue the permit, the SLHCA has 30 days to file for a rehearing. That filing will stay the issuance of the permit for 30 days, after which we have run out of options with the TCEQ, and Lennar will be free to close the deal on the Guajolote Ranch property, extend their option or, if they sign a similar agreement with the Huntress family, exercise the option with a similarly extended closing date. That drop-dead date for Lennar to begin work is 24 Oct. The SLHCA is preparing its case for district court.

I'd like to notify all GF citizens through the weekly email that, if they have a concern about this issue, they should contact both the TCEQ commissioners and Governor Abbott's office. The SLHCA drafted a boilerplate letter that we can add to the email.

## City Investment Policy and Procedures:

Mr. Cantu and I have discussed taking the next steps to setting up CoGF's TexPool account(s). Once that is set up, I recommend 1) deciding on the amount of money we should maintain in our Jefferson Bank operating account (I suggest somewhere between \$10,000 and \$25,000, depending on how many non-recurring payments the city has to make each month), then investing the rest immediately, splitting our investment evenly between TexPool (U.S. government securities, repurchase agreements, and AAA-rated money market mutual funds) and TexPool Prime (U.S. government securities, repurchase agreements, AAA-rated money market mutual funds, commercial paper, and certificates of deposit). TexPool currently yields 4.3% and TexPool Prime currently yields 4.42%

Council members may recall that I previously recommended investing city funds over several months, using a method called dollar-cost averaging (DCA). This minimizes exposure to the ups and downs of market volatility.

I now realize that TexPool (like most such funds) strives to maintain a Net Asset Value of \$1 per share, eliminating volatility concerns. To be specific, the day-to-day fluctuations of the TexPool and TexPool Prime funds come down to just a few hundred thousandths of a cent per day (+/- 0.00002 cents) per day, and this has held true for years. That's as close to zero volatility as one can hope for, and with the Federal Reserve expected to lower rates as early as September, the city would be better off investing the full amount right away. Even if the city can't invest any money before rates are lowered, front-loading the investment is still a low-risk way to maximize the city's investment income.

Read below for a sample of the math if you're so inclined, and don't be afraid to challenge it! As I like to say, there's a reason I'm a linguist.

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By way of example, if the city were committed to DCA, here is what it would look like with a \$200,000 investment using a straight 4% annual yield:

If the city invested \$100,000 on 1 October, it would immediately begin earning about \$333 per month, and it would earn 1.75% on the remaining \$100,000 in its JB account, or about \$146.

If the city invested the second \$100,000 on 1 November, it might buy an extra 135 fund shares due to the small price drop (of course, it could mean buying 135 fewer shares if the price goes up, but over time these things tend to average out, hence the name of the method), at \$135. That extra \$135 would yield the city about \$0.46 for the month.

Over the two-month period, the city would have earned about \$1,280 with this method. This is close to a best-case scenario, with the city getting the full benefit of the extremely minor volatility these funds have. It could just as easily go the other way (with the city buying 135 fewer shares), in which case the city would have earned about \$1,145. The DCA of these two amounts, which we could expect to earn, comes to \$1,213.

But if the city invested all \$200,000 right away, by investing that extra \$100,000 on 1 October, it would earn about \$1,332.

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So, for every \$100,000 the city invests right away, it stands to earn as much as \$120 per month more than it would by letting that money sit at JB. Frankly, the true amount is likely a fair bit less, as the city is unlikely to always catch the tiny bit of volatility at the extremes, so this is arguably quibbling territory, but it was important to me to work out the logic of my recommendations and let council decide based on more than vague guesses. If council decides it is more comfortable moving city money into the TexPool fund(s) more slowly (say, \$100,000 per month), the opportunity cost to the city would probably come to around \$10,000 total.

**BOARD OF ADJUSTMENTS**  
**Report to Grey Forest Mayor and City Council**  
**Mrs. Aurelia Scharnhorst**  
**Miguel Cantu, City Secretary**

**August 2025 Report**

At this time, there is **no activity** or pending variance requests before the Board.

**POLICE DEPARTMENT REPORT**  
**Report to Grey Forest Mayor and City Council**  
**James Perdue, Police Chief**  
**August 2025 REPORT**

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|                           |       |
|---------------------------|-------|
| Total traffic stops:      | 277   |
| Crime Preventions Checks: | 706   |
| Total Reports Written:    | 9     |
| Total Miles Driven :      | 3,117 |



**BEXAR COUNTY ESD No. 8**  
**FIRE DEPARTMENT**  
18515 SCENIC LOOP ROAD, HELOTES, TX 78023  
20825 BABCOCK ROAD, SAN ANTONIO, TX 78255  
(210) 695-5033

August 14, 2025

ATTENTION: Emergency Services District (ESD) No. 8  
FROM: Chief Reddout  
TO: Whom it may concern

MEMO FOR RECORD: Possible Talking Points for Meeting

1. Calls (newsworthy or litigious) – Large brush grass fire on far southside, assisted with LMTV heavy brush 182B\*\*\*Possible school bus fire\*\*\*Cardiac Arrest in district\*\*\*Assisted ESD 2 with house fire\*\*\*Possible house fire in District, grass and mulch pile located (letter)\*\*\*DOA in District
2. Public Relations Events –AED overview with GFU and GF Community Center\*\*\*Stop the Bleed informal class at GFU\*\*\*Birthday station demo
3. Training –TCFP courses\*\*\* 3 personnel to TEEX A&M for courses\*\*\*Horizon-Swiftwater recertification and new certification for staff; to include boat operators\*RTF
4. Staff –Vacant position, potential for new hire officer
5. Other Items



**BEXAR COUNTY ESD No. 8**  
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(210) 695-5033

- ❖ **Deployed** – TIFMAS Request for Kerrville Flooding type 6 engine with three personnel assisting with support functions\*Chief deployed as strike team leader for 8 days\*\*\*E181 deployed to College Station for stand by on weather tropical storm for 4 days
- ❖ **E181** –Back at Bruckners radiator and oil leaks, thought this would be warranty work from their recent repairs, they have denied warranty claim stating different issues.
- ❖ **Gala**- Dates February 28?



# Incident & Station Totals 7/1/2025 - 7/31/2025

54 Incidents

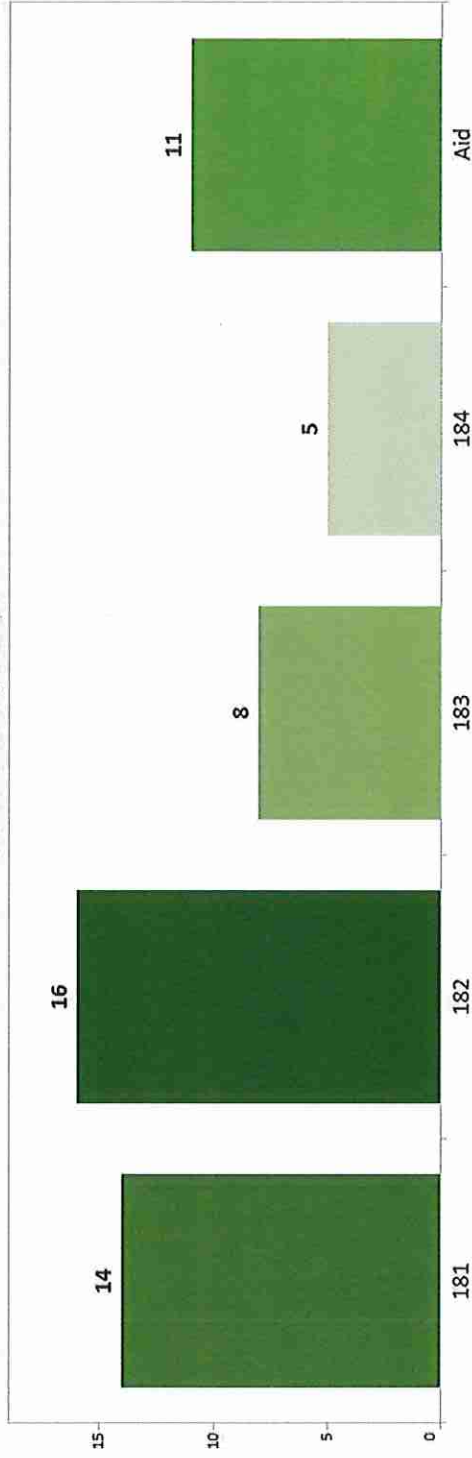
Wednesday, August 6, 2025



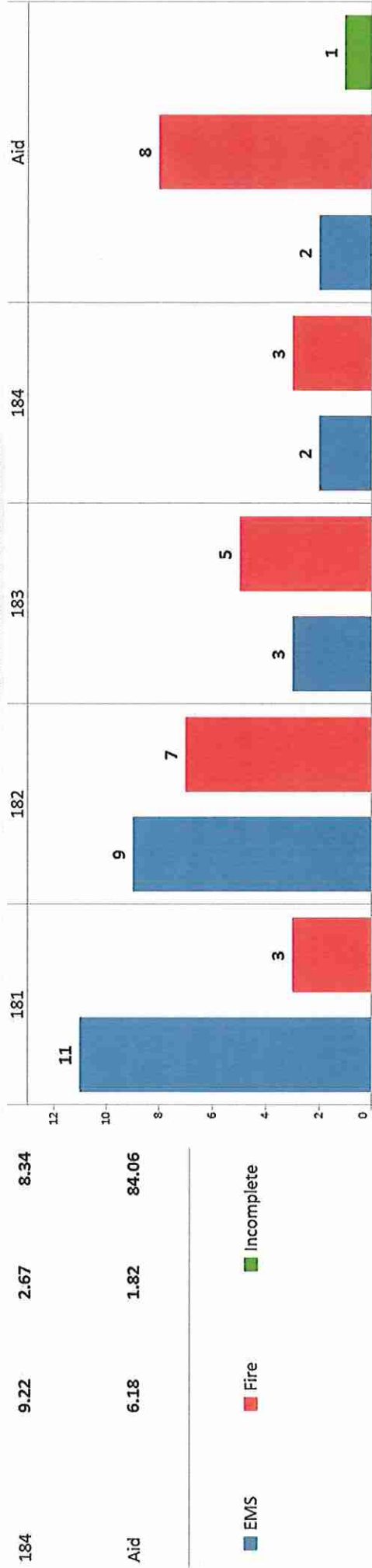
## Station Averages

| Station | #Personnel | #Apparatus | Response Minutes |
|---------|------------|------------|------------------|
| 181     | 6.00       | 1.78       | 4.20             |
| 182     | 6.50       | 1.85       | 3.91             |
| 183     | 6.62       | 1.77       | 14.00            |

## Total Incidents by Station



## Incidents by Category & Station





# Incident & Zone Totals 7/1/2025 - 7/31/2025

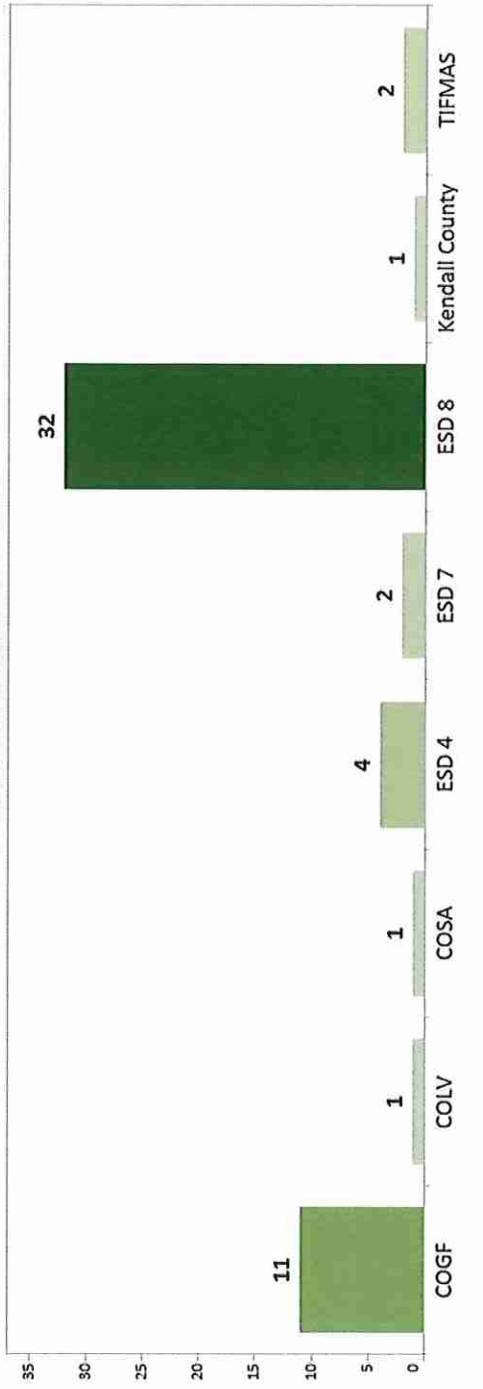


54 Incidents  
Wednesday, August 6, 2025

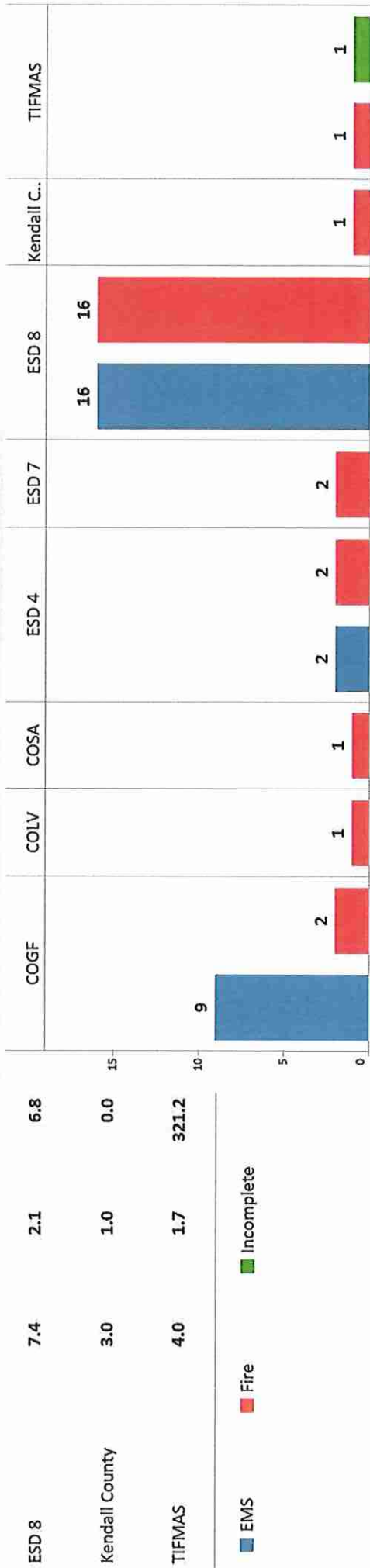
### Averages by Zone

| Zone  | #Personnel | #Apparatus | Response Minutes |
|-------|------------|------------|------------------|
| COGF  | 5.6        | 1.8        | 3.8              |
| COLV  | 2.0        | 1.0        | 0.0              |
| COSA  | 10.0       | 3.0        | 5.9              |
| ESD 4 | 5.8        | 1.7        | 6.8              |
| ESD 7 | 7.7        | 1.7        | 10.7             |

### Total Incidents by Zone



### Incidents Category by Zone



| Date          | Incident Number | Incident Type  | Zone           | Station | Mutual Aid Type | #Personnel | #Appratus | Minutes |
|---------------|-----------------|--|----------------|---------|-----------------|------------|-----------|---------|
| July 1, 2025  | 2500391         | 321-EMS call, excluding vehicle accident with injury | COGF           | 181     | None            | 3.00       | 1.00      | 7.97    |
| July 2, 2025  | 2500392         | 321-EMS call, excluding vehicle accident with injury | COGF           | 181     | None            | 5.00       | 2.00      | 3.77    |
|               | 2500393         | 553-Public service                                   | ESD 8          | 182     | None            | 4.00       | 1.00      | 0.00    |
| July 3, 2025  | 2500394         | 321-EMS call, excluding vehicle accident with injury | COGF           | 181     | None            | 5.00       | 2.00      | 7.75    |
|               | 2500395         | 553-Public service                                   | ESD 8          | 181     | None            | 3.00       | 1.00      | 5.87    |
|               | 2500396         | 500-Other Service call                               | COGF           | 181     | None            | 2.00       | 1.00      | 0.00    |
|               | 2500397         | 300-Other Rescue, EMS incident                       | ESD 8          | 182     | None            | 4.00       | 1.00      | 0.00    |
| July 4, 2025  | 2500398         | 900-Other Special type of incident                   | Kendall County | Aid     | Mutual          | 3.00       | 1.00      | 0.00    |
|               | 2500399         | 900-Other Special type of incident                   | COGF           | 181     | None            | 4.00       | 1.00      | 0.00    |
|               | 2500400         | 900-Other Special type of incident                   | COLV           | Aid     | Mutual          | 2.00       | 1.00      | 0.00    |
| July 5, 2025  | 2500401         | 321-EMS call, excluding vehicle accident with injury | ESD 8          | 182     | None            | 4.00       | 1.00      | 4.22    |
|               | 2500402         | 111-Building fire                                    | ESD 7          | Aid     | Automatic       | 9.00       | 2.00      | 10.70   |
|               | 2500403         | 700-Other False alarm or false call                  | ESD 8          | 183     | None            | 4.00       | 1.00      |         |
|               | 2500404         | 700-Other False alarm or false call                  | ESD 7          | Aid     | Automatic       | 5.00       | 1.00      |         |
|               | 2500405         | 730-Other System malfunction                         | ESD 8          | 183     | None            | 7.00       | 2.00      | 15.38   |
|               | 2500406         | 700-Other False alarm or false call                  | ESD 8          | 183     | None            | 3.00       | 1.00      | 26.55   |
|               | 2500407         | 321-EMS call, excluding vehicle accident with injury | COGF           | 181     | None            | 8.00       | 1.00      | 0.00    |
|               | 2500408         | 321-EMS call, excluding vehicle accident with injury | ESD 4          | Aid     | Mutual          | 5.00       | 2.00      | 7.68    |
|               | 2500409         | 321-EMS call, excluding vehicle accident with injury | ESD 8          | 183     | None            | 5.00       | 2.00      | 6.67    |
| July 6, 2025  | 2500410         | 331-Lock-in (if lock out, use 511)                   | COGF           | 181     | None            | 5.00       | 2.00      | 4.18    |
| July 8, 2025  | 2500411         | 733-Smoke detector activation due to malfunction     | ESD 8          | 184     | None            | 10.00      | 3.00      | 10.07   |
| July 9, 2025  | 2500412         | 321-EMS call, excluding vehicle accident with injury | ESD 8          | 182     | None            | 7.00       | 2.00      | 4.47    |
| July 11, 2025 | 2500413         | 131-Passenger vehicle fire                           | COSA           | Aid     | Mutual          | 10.00      | 3.00      | 5.85    |
| July 12, 2025 | 2500414         | 700-Other False alarm or false call                  | ESD 8          | 184     | None            | 7.00       | 2.00      | 12.12   |
|               | 2500415         | 815-Severe weather or natural disaster standby       | TIFMAS         | Aid     | Mutual          | 4.00       | 2.00      | 66.42   |
|               | 2500416         | 531-Smoke or odor removal                            | ESD 8          | 182     | None            | 4.00       | 1.00      | 0.13    |
| July 13, 2025 | 2500417         | 321-EMS call, excluding vehicle accident with injury | ESD 8          | 183     | None            | 8.00       | 2.00      | 12.77   |
| July 14, 2025 | 2500418         | 321-EMS call, excluding vehicle accident with injury | ESD 8          | 181     | None            | 9.00       | 2.00      | 5.20    |
| July 15, 2025 | 2500419         | 321-EMS call, excluding vehicle accident with injury | COGF           | 181     | None            | 7.00       | 2.00      | 2.07    |
| July 16, 2025 | 2500420         | 321-EMS call, excluding vehicle accident with injury | ESD 8          | 182     | None            | 8.00       | 2.00      | 8.35    |
| July 17, 2025 | 2500421         | 553-Public service                                   | ESD 8          | 182     | None            | 3.00       | 1.00      | 8.77    |
| July 20, 2025 | 2500422         | 321-EMS call, excluding vehicle accident with injury | COGF           | 181     | None            | 7.00       | 2.00      | 6.72    |
| July 22, 2025 | 2500423         | 142-Brush or brush-and-grass mixture fire            | ESD 8          | 182     | None            | 5.00       | 2.00      | 0.00    |
| July 23, 2025 | 2500424         | 321-EMS call, excluding vehicle accident with injury | ESD 8          | 183     | None            | 5.00       | 1.00      | 15.42   |
| July 24, 2025 | 2500425         | 815-Severe weather or natural disaster standby       | TIFMAS         | Aid     | Mutual          | 4.00       | 1.00      | 575.93  |
|               | 2500426         | 611-Dispatched and cancelled en route                | ESD 8          | 183     | None            | 9.00       | 2.00      |         |

|               |  |       |     |           |       |      |
|---------------|--|-------|-----|-----------|-------|------|
| 2500427       | 611-Dispatched and cancelled en route                | ESD 4 | Aid | Mutual    | 5.00  | 1.00 |
| July 25, 2025 | 321-EMS call, excluding vehicle accident with injury | ESD 8 | 184 | None      | 8.00  | 2.00 |
| 2500428       | 321-EMS call, excluding vehicle accident with injury | ESD 8 | 181 | None      | 8.00  | 2.00 |
| 2500429       | 324-Motor vehicle accident with no injuries          | COGF  | 181 | None      | 8.00  | 2.00 |
| 2500430       | 611-Dispatched and cancelled en route                | ESD 4 | Aid | Automatic | 4.00  | 1.00 |
| July 27, 2025 | 510-Other Person in distress                         | ESD 8 | 183 | None      | 8.00  | 2.00 |
| 2500432       | 321-EMS call, excluding vehicle accident with injury | ESD 8 | 184 | None      | 8.00  | 2.00 |
| 2500433       | 321-EMS call, excluding vehicle accident with injury | ESD 8 | 182 | None      | 8.00  | 2.00 |
| 2500434       | 321-EMS call, excluding vehicle accident with injury | COGF  | 181 | None      | 5.00  | 2.00 |
| July 28, 2025 | 321-EMS call, excluding vehicle accident with injury | ESD 8 | 182 | None      | 8.00  | 3.00 |
| 2500435       | 621-Wrong location                                   | ESD 8 | 182 | None      | 8.00  | 2.00 |
| 2500436       | 321-EMS call, excluding vehicle accident with injury | ESD 8 | 182 | None      | 8.00  | 2.00 |
| 2500437       | 321-EMS call, excluding vehicle accident with injury | ESD 8 | 182 | None      | 8.00  | 2.00 |
| 2500438       | 321-EMS call, excluding vehicle accident with injury | ESD 8 | 182 | None      | 8.00  | 2.00 |
| July 29, 2025 | 321-EMS call, excluding vehicle accident with injury | ESD 8 | 182 | None      | 4.00  | 1.00 |
| 2500439       | 142-Brush or brush-and-grass mixture fire            | ESD 8 | 184 | Automatic | 10.00 | 3.00 |
| July 30, 2025 | 142-Brush or brush-and-grass mixture fire            | ESD 8 | 182 | Mutual    | 7.00  | 2.00 |
| 2500440       | 321-EMS call, excluding vehicle accident with injury | ESD 4 | Aid | None      | 8.00  | 2.00 |
| July 31, 2025 | 561-Unauthorized burning                             | ESD 8 | 182 | None      | 4.00  | 1.00 |
| 2500441       | 321-EMS call, excluding vehicle accident with injury | ESD 8 | 182 | None      | 8.00  | 2.00 |
| 2500442       | 321-EMS call, excluding vehicle accident with injury | ESD 8 | 182 | None      | 8.00  | 2.00 |
| 2500443       | 321-EMS call, excluding vehicle accident with injury | ESD 8 | 182 | None      | 8.00  | 2.00 |
| 2500444       | 321-EMS call, excluding vehicle accident with injury | ESD 8 | 182 | None      | 8.00  | 2.00 |

CITY OF GREY FOREST

# FIREFIGHTER APPRECIATION GATHERING

JOIN US IN RECOGNIZING OUR LOCAL  
FIREFIGHTERS

Sausage wraps, chips, and drinks will be provided. Bring your favorite dish or dessert to share.

GREY FOREST FIRE STATION  
WEDNESDAY, OCTOBER 22, 2025  
6:00-8:00 P.M.

Kids come out and meet your firefighters

IF YOU WISH TO DONATE A GIFT CARD OR A RAFFLE GIFT,  
DROP YOUR DONATION OFF AT CITY HALL. ALL GIFTS  
WILL BE RAFFLED TO FIREFIGHTERS IN ATTENDANCE.

# New Agenda Item



**MINUTES  
NOTICE OF A REGULAR MEETING  
OF THE CITY COUNCIL FOR THE  
CITY OF GREY FOREST, TEXAS**

**July 22, 2025, 6:30 PM**

**I. CALL TO ORDER**

Mayor Paul Garro called the meeting to order at 6:30 p.m.

**II. ROLL CALL**

Mayor Paul Garro, Mayor Pro Tem Geri Poss, Council Member Michael Phillips, Council Member Tim Santy, and Council Member Barbara Breazeale

Absent: Council Member Aurelia Scharnhorst

Staff Present: City Attorney Jessie Lopez, City Secretary Miguel Cantu, Assistant City Secretary Becky Dickens, Police Chief James Perdue, GFU Secretary Cynthia Prieto, Public Works Kelly Cowan and Police Officer Lieutenant Melinda Stradley

**III. PLEDGE OF ALLEGIANCE AND INVOCATION**

The meeting commenced with the Pledge of Allegiance.

**IV. PUBLIC COMMENT**

**V. ANNOUNCEMENTS / REPORTS / MAYOR AND CITY EMPLOYEES**

- a) Mayor Announcements
- b) Council/Staff Announcements
- c) Committee Announcements/Reports
- d) Grey Forest Community Board Update
- e) Senator Frank L. Madla Natural Area Update
- f) Guajolote Ranch Oversight Committee
- g) Board of Adjustment Update
- h) Police Department Monthly Report
- i) Public Works Monthly Report
- j) Fire Department Monthly Report
- k) Grey Forest Utilities Update
- l) City Attorney Report

**VI. PRESENTATIONS**

- a) N/A

**VII. PUBLIC HEARING**

- a) N/A.

**THE FOLLOWING ITEMS MAY BE CONSIDERED AT ANY TIME DURING THE REGULAR COUNCIL MEETING:**

**VIII. CONSENT AGENDA**

**ALL ITEMS MARKED WITH AN ASTERISK (\*) ON THE CONSENT AGENDA WERE**

**VOTED ON BY ONE MOTION. MOTION WAS MADE BY COUNCIL MEMBER PHILLIPS WITH THE ADDITION OF LIEUTENANT TO MELINDA STRADLEY'S TITLE ON THE JUNE 24, 2025 MINUTES, SECONDED BY COUNCIL MEMBER SANTY, TO APPROVE ITEM a) AND b). COUNCIL VOTED 4-0. MOTION CARRIED.**

- a) \* Approval of Minutes: June 24, 2025 Regular Meeting, July 8, 2025 Workshop, and July 15, 2025 Joint Workshop
- b) \* Discussion and take possible action to authorize the Mayor to execute an engagement letter with Armstrong, Vaughan & Associates, P.C. for the 2025 audit of the financial statements for the City of Grey Forest and Grey Forest Utilities – Water for Fiscal Year 2024–2025. (City Secretary)

#### **IX. UNFINISHED BUSINESS**

- a) N/A

#### **X. NEW BUSINESS**

- a) **Discuss and take possible action regarding the appointment of Reserve Officer(s): Mr. Adam Druin**

MOTION WAS MADE BY MAYOR PRO TEM POSS TO APPOINT MR. ADAM DRUIN AS A RESERVE OFFICER. COUNCIL MEMBER PHILLIPS SECONDED THE MOTION. COUNCIL VOTED 4-0. MOTION CARRIED.

- b) **Discuss and possible action on the recommendation of the Grey Forest Utilities Board of Trustees regarding the appointment of Mr. Ronald Reinhard to the Board of Trustees.**

The meeting included a discussion on the structure and purpose of the Great Forest Utilities Board of Trustees. Established in the late 1960s, the board was created to operate the municipal gas system independently from the city council. Its mission is to provide consistent management, ensure the safe delivery of services, and generate revenue for the City of Great Forest. The board functions as a business entity, separate from the direct oversight of the city council.

Membership requirements were reviewed to ensure continued compliance with board bylaws. The board must include a minimum of five members, with the mayor serving as a standing member to maintain a link between city leadership and the utility. At least two members must be residents of Great Forest, while two others may reside anywhere within Bexar County, allowing the board to benefit from a broader range of expertise and perspectives.

The board also discussed the appointment process. Each trustee serves a four-year term, with one non-mayoral position up for renewal annually. The board accepts resumes and letters of interest throughout the year, with a formal review occurring each June. In cases where multiple candidates express interest, interviews may be conducted. Following this process, the board submits a recommendation to the city council, which retains the final authority on appointments. If the council declines a recommendation, the board and council work collaboratively to identify a qualified candidate. If a current member wishes to continue serving and no other candidates are under consideration, the board may recommend reappointment without re-advertising the vacancy.

Under recent board action, the reappointment of Ron Reinhard, the current board chair,

was recommended due to the absence of other interested candidates. This recommendation was subsequently approved by the city council. The board chair and officer positions are selected internally by board members at the beginning of each calendar year.

The board reaffirmed its commitment to communication and transparency in its recruitment efforts. Openings are advertised in the Helotes newspaper and through city email communications. Additionally, both residents and city council members are encouraged to submit names for consideration at any time throughout the year.

MOTION WAS MADE BY COUNCIL MEMBER BREAZEALE TO APPROVE THE RECOMMENDATION OF THE GREY FOREST UTILITIES BOARD OF TRUSTEES REGARDING THE APPOINTMENT OF MR. RONALD REINHARD TO THE BOARD OF TRUSTEES. COUNCIL MEMBER PHILLIPS SECONDED THE MOTION. COUNCIL VOTED 4-0. MOTION CARRIED.

**c) Discussion and possible action on the FY 2025–2026 Budget, including evaluation of projected expenses for the Five-Year Financial Plan.**

During the council meeting, the proposed 2025–2026 budget was presented, highlighting several notable increases in recurring and semi-recurring expenses. Among these were the potential addition of a police officer, with salary and benefits estimated at approximately \$66,000 (to include an approximate \$20,000 in benefits), and the purchase of a new police vehicle for \$36,000. These items represent ongoing or cyclical costs that will have a sustained impact on future budgets.

A five-year financial plan accompanied the proposed budget. This plan was developed using conservative projections, assuming maximized expenses and minimized revenues. The analysis demonstrated that, even under these cautious assumptions, the city is positioned to absorb the proposed increases while maintaining a positive year-end balance in each of the projected years.

The long-term plan includes the acquisition of a new police vehicle every other year, as well as continued investment in capital improvements for public works and community board projects. To better manage and prepare for large expenditures, the city intends to establish dedicated reserve funds for fleet and building improvements, with an annual allocation of \$25,000 to each fund.

It was noted that the financial model used in these projections only accounted for revenue from Great Forest Utilities (GFU), intentionally excluding potential income from other sources such as court fees and property taxes. This conservative modeling approach provides a cautious and realistic outlook on the city's financial trajectory.

The discussion also acknowledged the limited fiscal benefit of property tax revenues, which primarily offset the costs of garbage collection. Consequently, the city gains little net revenue from annexing additional properties.

Following the budget presentation, the council engaged in a discussion regarding the City of Grey Forest Employee Policy. The conversation focused on hiring procedures, employee benefits, and proposed longevity provisions. One of the key changes under consideration is the discontinuation of performance-based pay increases. Council members expressed

concern over the fairness and consistency of such a system and indicated that performance evaluations should not serve as the basis for salary increases moving forward.

Instead, the revised policy proposes a standardized cost-of-living adjustment (COLA) for all employees. The COLA would be guided by a 10-year average of the Consumer Price Index (CPI), although the council emphasized the need for flexibility in setting the actual percentage rather than relying on a fixed formula.

Changes to the longevity pay structure were also discussed. The current policy, which provides \$10 per month after five years of service, was considered outdated and inadequate. The proposed revision would establish milestone-based stipends, with employees receiving \$1,000 after five years of service, \$2,000 after ten years, \$3,000 after fifteen years, and \$3,500 after twenty years. These stipends would be disbursed as one-time payments, typically during the holiday season.

The policy will further clarify that probationary periods for new hires—generally lasting 90 days or six months—do not automatically result in salary increases. Employees will be paid their agreed-upon salary from the start, and any adjustments must be budgeted and approved during the hiring process.

Additional discussion addressed the possibility of offering stipends or salary adjustments for employees who acquire new certifications or take on additional responsibilities. This is particularly relevant for positions in public works or code compliance, where job requirements may evolve.

Lastly, the council expressed the importance of maintaining consistency across all city departments in the implementation of hiring procedures, probation policies, and salary practices. Once finalized, the revised employee policy will be reviewed by the city attorney to ensure legal clarity and compliance with applicable laws.

#### DISCUSSION ONLY

**d) Discuss and take possible action to schedule a workshop to discuss the FY 2025-2026 Budget.**

MOTION WAS MADE TO SCHEDULE A WORKSHOP ON AUGUST 19, 2025, TO DISCUSS THE FY 2025-2026 BUDGET. COUNCIL MEMBER SANTY SECONDED THE MOTION. COUNCIL VOTED 4-0. MOTION CARRIED.

**e) Discuss and take possible action on Resolution 2025-61R of the city council for the City of Grey Forest, Texas, to adopt a voluntary annexation policy; providing for severability and savings clause; and setting an effective date.**

The council held a discussion on the legal, procedural, and financial framework for annexation, in light of recent changes in state law. It was noted that cities in Texas can no longer unilaterally annex property. Instead, annexation must now be voluntary and initiated through a formal petition submitted by the landowner. This represents a significant shift from past practice and reinforces the importance of a clear and legally sound annexation policy.

The draft policy under review outlines specific requirements for landowners submitting annexation requests. A formal petition must include a legal survey and description of the

property, a summary of current improvements, and any intended development plans. These documents will provide the necessary basis for evaluation and help the council make informed decisions.

Annexation remains a legislative action, and final authority rests with the City Council. The council may approve or deny petitions based on the overall interests of the city. However, decisions must not be made for illegal or discriminatory reasons. The council emphasized the need to retain broad discretion while ensuring that all decisions are legally defensible and made in good faith.

Financial impacts of annexation were also addressed. Given the city's low property tax rate, there is minimal financial benefit to annexing additional properties. In many cases, the associated costs, such as providing emergency services, garbage collection, and infrastructure maintenance, may exceed the limited revenue gained. This consideration plays an important role in evaluating whether an annexation is fiscally responsible.

The primary motivator for many annexation requests is access to city utility services, particularly water. While the city does have the ability to provide water service outside its boundaries, the rate charged is typically the same as for in-city customers. Therefore, annexation is not required to obtain utility service, though it may influence broader planning and service delivery.

It was clarified that landowners, not the city, are generally responsible for funding the extension of utility lines and infrastructure to serve their property. This principle is expected to be included explicitly in the annexation policy to ensure expectations are clearly communicated.

Regarding jurisdictional boundaries, the council noted that annexing a property does not automatically extend the city's extraterritorial jurisdiction (ETJ). Any expansion of the ETJ must follow a separate process and also requires a petition from the landowner.

The council also discussed the importance of establishing clear and consistent criteria to guide annexation decisions. These may include the net benefit to the city, infrastructure impact, and strategic factors such as water rights, controlling density, and preventing incompatible or undesirable development on the city's borders.

In addition to annexation, the policy will address de-annexation. Landowners may request to be de-annexed, and the process for doing so is relatively straightforward. The inclusion of both annexation and de-annexation procedures reflects the city's commitment to transparency and flexibility in managing its boundaries.

As a next step, the draft annexation policy remains under council review. Council members are invited to submit comments and recommendations for revision before the policy is finalized and adopted.

DISCUSSION ONLY

## **XI. EXECUTIVE SESSION**

The City Council of the City of Grey Forest convened into Executive Session at 9:26 p.m. in accordance with Texas Open Meetings Act Section §551.074 (personnel matters) and Section

§551.071 (consultation with attorney).

- g) Consultation with attorney regarding the land use restrictions and nuisance issues in commercial zoning districts and possible amendments to these sections of the city code for clarification. (Council Member Santy and Council Member Poss).**

The City Council of the City of Grey Forest convened in Open Session at 10:42 p.m. in accordance with Texas Open Meetings Act Section §551.074 (personnel matters) and Section §551.071 (consultation with attorney).

- h) Discuss and possible action on items discussed in Executive Session.**  
DISCUSSION ONLY

**XII. GENERAL ANNOUNCEMENTS & FUTURE AGENDA ITEMS REQUESTED**

- a) None

**XIII. ADJOURNMENT**

MAYOR GARRO ADJOURNED THE MEETING FOR A LACK OF FURTHER BUSINESS AT 10:42 P.M.

PASSED APPROVED THIS 26TH DAY OF AUGUST 2025.

APPROVED:

\_\_\_\_\_  
Paul Garro  
Mayor

ATTEST:

\_\_\_\_\_  
Miguel Cantu, TRMC  
City Secretary

# New Agenda Item



**RESOLUTION NO. 2025-##R**

**A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF GREY FOREST, TEXAS, TO ADOPT A VOLUNTARY ANNEXATION POLICY; PROVIDING FOR SEVERABILITY AND SAVINGS CLAUSE; AND SETTING AN EFFECTIVE DATE.**

**WHEREAS**, Chapter 43 of the Local Government Code allows landowner to voluntarily request annexation of the landowner's property into a city; and

**WHEREAS**, the City of Grey Forest, Texas ("City") received requests for voluntary annexation by local landowners located in the City's extraterritorial jurisdiction under Chapter 43, Texas Local Government Code; and

**WHEREAS**, the City Council for the City of Grey Forest has determined that it is necessary and appropriate to adopt the policy set forth herein which establishes guidelines for the acceptance or denial of the landowner requests.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GREY FOREST, TEXAS:**

**SECTION 1.** The Council hereby adopts and finds to be true the recitals set out in the preamble to this Resolution and they are incorporated for all purposes giving effect to this Resolution.

**SECTION 2.** The City hereby adopts the Policy Governing the Annexation of Land to The City of Grey Forest, attached hereto as **Exhibit "A"** and incorporated herein by reference for all intents and purposes, which shall hereafter be incorporated as appropriate into the City's annexation policies.

**SECTION 3.** Any prior resolution of the City Council in conflict with the provisions contained in this Resolution is hereby repealed and revoked.

**SECTION 4.** Should any part of this Resolution be held to be invalid for any reason, the remainder shall not be affected thereby, and such remaining portions are hereby declared to be severable.

**SECTION 5.** This Resolution shall take effect upon final adoption by City Council and execution by the Mayor.

**DULY PASSED AND APPROVED**, on the \_\_\_ day of July, 2025 at a regular meeting of the City Council of Grey Forest, Texas, which was held in compliance with the Open Meetings Act, Tex. Gov't Code § 551.001, et. Seq. at which meeting a quorum was present and voting.

CITY OF GREY FOREST, TEXAS

\_\_\_\_\_  
Paul Garro, Mayor

**ATTEST:**

\_\_\_\_\_  
Miguel Cantu, TRMC, *City Secretary*

DRAFT

## ATTACHMENT 1

### City of Grey Forest Annexation Packet: Voluntary Annexation

#### Cover Sheet

This application is for use by a property owner(s) that requests full-purpose annexation of their property. All of the property's owners must consent to annexation and sign the annexation petition. **ONLY ONE OWNER NEEDS TO SUBMIT THE APPLICATION BUT ALL OWNERS MUST SIGN THE PETITION.**

The City of Grey Forest requires annexation as a condition of providing municipal water service. Following annexation, water service will be subject to the same water rates, fees, and terms and conditions as for other properties located within the City of Grey Forest.

Requesting annexation does not change the City's obligation to provide municipal services in accordance with Chapter 43 of the Texas Local Government Code.

For information regarding the City's annexation process, please contact the City Secretary at (210) 695-3261.

#### Application Checklist

- Cover sheet
- Property Owner Attestation Checklist
- Proof of Ownership
- Property Value & Anticipated Development Information Worksheet
- Petition Requesting Annexation
- Metes and Bounds Description and Map of Property (as Exhibit A)
- Written Agreement Regarding Services
- Attendance at Public Hearing (time and date to be posted)
- City Department Review Page

Submit complete application to: City Secretary  
City of Grey Forest  
18502 Scenic Loop Road  
Grey Forest, TX 77375

Retain a copy for your records.

**City of Grey Forest  
Annexation Packet: Voluntary Annexation**

**Property Owner Attestation**

The undersigned own the property described in the attached property survey (the “Property”)

The undersigned hereby attest to the following for purposes of seeking annexation into the City of Grey Forest:

- The property is vacant and is without residents or on which fewer than 3 qualified voters reside.
- The property is located within the Extraterritorial Jurisdiction of the City of Grey Forest.
- The property is not assessed by Bexar County Appraisal District as land for:
  - Agricultural management use; or
  - Wildlife management use; or
  - Timber land
- The undersigned owners decline (waives) to enter into a development agreement with the City of Grey Forest.
- All landowners are in consent of and are signatories on the annexation.

The above attestations are signed and duly acknowledged by each and every person having an interest in the above-described property.

Signed: \_\_\_\_\_  
Printed Name: \_\_\_\_\_

Signed: \_\_\_\_\_  
Printed Name: \_\_\_\_\_

Signed: \_\_\_\_\_  
Printed Name: \_\_\_\_\_

**City of Grey Forest  
Annexation Packet: Voluntary Annexation**

**Property Value & Anticipated Development Information Worksheet**

1. Agent's Contact Information  
Please list any agents authorized to act on behalf of the annexation property owner(s) that should be notified of information pertaining to this annexation request.

Name: \_\_\_\_\_

Company Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

(Attach a list of additional agents, if necessary.)

2. Property Addresses (List all property addresses associated with the proposed annexation property. Attach a list of additional property addresses, if necessary.)

a. \_\_\_\_\_

b. \_\_\_\_\_

c. \_\_\_\_\_

d. \_\_\_\_\_

e. \_\_\_\_\_

f. \_\_\_\_\_

3. Nature of Existing Property

Property Location: \_\_\_\_\_ Number of Acres: \_\_\_\_\_

Current Assessed Valuation of Land: \_\_\_\_\_

Current Assessed Valuation of Improvements: \_\_\_\_\_

Total: \_\_\_\_\_

Does this property current contain any structures?

\_\_\_\_ Yes (continue with subsection a through d)

\_\_\_\_ No (skip to #4)

a. Residential

**City of Grey Forest**  
**Annexation Packet: Voluntary Annexation**

Are there existing residential structures on the property?

\_\_\_\_\_ No (skip to b)

\_\_\_\_\_ Yes (continue)

\_\_\_\_\_ Total Units

\_\_\_\_\_ Lots    or    \_\_\_\_\_ Acres

Number of Units by Type:

\_\_\_\_\_ Single Family

\_\_\_\_\_ Duplexes

\_\_\_\_\_ Four-Plex

\_\_\_\_\_ Patio Homes

\_\_\_\_\_ Townhouses

\_\_\_\_\_ Apartments

b.    Office and Commercial

Are there existing Office or Commercial structures on the property?

\_\_\_\_\_ No (skip to c)

\_\_\_\_\_ Yes (continue)

Size (Sq. Ft.) \_\_\_\_\_

Structure Description \_\_\_\_\_

Exterior Site Improvements \_\_\_\_\_

\_\_\_\_\_

Total Site Coverage \_\_\_\_\_

c.    Institutional

Are there existing Institutional structures on the property?

\_\_\_\_\_ No (skip to d)

\_\_\_\_\_ Yes (continue)

Size (Sq. Ft.) \_\_\_\_\_

Structure Description \_\_\_\_\_

Exterior Site Improvements \_\_\_\_\_

\_\_\_\_\_

Total Site Coverage \_\_\_\_\_

**City of Grey Forest  
Annexation Packet: Voluntary Annexation**

- d. Industrial  
Are there existing Industrial structures on the property?  
\_\_\_\_\_ No (skip to 4)  
\_\_\_\_\_ Yes (continue)  
Size (Sq. Ft.) \_\_\_\_\_  
Structure Description \_\_\_\_\_  
Exterior Site Improvements \_\_\_\_\_  
Total Site Coverage \_\_\_\_\_

4. Anticipated Development

- a. Platting Status (check the applicable box below)  
\_\_\_\_\_ A plat application for this property **has been** submitted to the City of Grey Forest for review.  
\_\_\_\_\_ A plat application for this property **will be** submitted to the City of Grey Forest for review within six (6) months of annexation into the city.  
\_\_\_\_\_ A plat application for this property **will not be** submitted within the next six (6) months of annexation into the city.

- b. Zoning Status – NOTE: UPON ANNEXATION PROPERTIES ARE AUTOMATICALLY ZONED FOR RESIDENTIAL USE, UNLESS ZONING RECLASSIFICATION IS REQUESTED BY THE PROPERTY OWNER IN CONJUNCTION WITH ANNEXATION.

Is zoning reclassification requested in conjunction with the annexation process?

\_\_\_\_\_ YES (attach zoning reclassification request)

\_\_\_\_\_ NO

Will zoning changes be required and requested in the future to accommodate anticipated development?

\_\_\_\_\_ YES (Describe: \_\_\_\_\_ acres of \_\_\_\_\_ acres will be rezoned)

\_\_\_\_\_ NO

- c. Residential  
Are Residential structures anticipated on the proposed property?

\_\_\_\_\_ NO (skip to d)

\_\_\_\_\_ YES (continue)

\_\_\_\_\_ Number of Units \_\_\_\_\_ Value of Units (individual)

\_\_\_\_\_ Number of Lots or Acres \_\_\_\_\_ Estimate Total Value

Number of Units by Type

\_\_\_\_\_ Single-Family

\_\_\_\_\_ Duplexes

\_\_\_\_\_ Four-Plex

**City of Grey Forest**  
**Annexation Packet: Voluntary Annexation**

\_\_\_\_\_ Patio Homes

\_\_\_\_\_ Townhouses

\_\_\_\_\_ Apartments

d. Office and Commercial

Are Office and/or Commercial structures anticipated on the proposed property?

\_\_\_\_\_ NO (skip to e)

\_\_\_\_\_ YES (continue)

Size (Sq. Ft.) \_\_\_\_\_

Unit Value (\$/Sq. Ft.) \_\_\_\_\_

Total Estimated Value \_\_\_\_\_

Structure Description \_\_\_\_\_

Exterior Site Improvements \_\_\_\_\_

Total Site Coverage \_\_\_\_\_

e. Institutional

Are Institutional structures anticipated on the proposed property?

\_\_\_\_\_ NO (skip to f)

\_\_\_\_\_ YES (continue)

Size (Sq. Ft.) \_\_\_\_\_

Unit Value (\$/Sq. Ft.) \_\_\_\_\_

Total Estimated Value \_\_\_\_\_

Structure Description \_\_\_\_\_

Exterior Site Improvements \_\_\_\_\_

Total Site Coverage \_\_\_\_\_

f. Industrial

Are Industrial structures anticipated on the proposed property?

\_\_\_\_\_ NO (skip to g)

\_\_\_\_\_ YES (continue)

Size (Sq. Ft.) \_\_\_\_\_

Unit Value (\$/Sq. Ft.) \_\_\_\_\_

Total Estimated Value \_\_\_\_\_

Structure Description \_\_\_\_\_

Exterior Site Improvements \_\_\_\_\_

Total Site Coverage \_\_\_\_\_

g. Staging of Anticipated Development (in percentages (%))

**City of Grey Forest  
Annexation Packet: Voluntary Annexation**

|                   | Current Yr | Yr2 | Yr3 | Yr4 | Yr5 | Yr10 | Yr20 |
|-------------------|------------|-----|-----|-----|-----|------|------|
| Residential       |            |     |     |     |     |      |      |
| Office/Commercial |            |     |     |     |     |      |      |
| Institutional     |            |     |     |     |     |      |      |
| Industrial        |            |     |     |     |     |      |      |

TO THE MAYOR AND CITY COUNCIL OF THE GOVERNING BODY OF GREY FOREST, TEXAS:

The undersigned owners of the hereinafter described tract of land, which represents each and every owner of the land in the area requesting annexation, hereby waive, if required, a development agreement pursuant to Section 43.016, Texas Local Government Code, and petition your honorable Body to extend the present city limits so as to include as part of the City of Grey Forest, Texas, the following described territory:

\_\_\_\_\_

\_\_\_\_\_

This petition is signed and duly acknowledged by each and every person having an interest in said land.

[USE AS MANY OR AS FEW SIGNATURE LINES AS NECESSARY FOR EACH PROPERTY OWNER – DELETE THIS AFTER EDITS]

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

THE STATE OF TEXAS                   §

§

COUNTY OF \_\_\_\_\_ §

BEFORE ME, the undersigned authority, on this day personally appeared \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_, known to me to be the persons whose names are subscribed to the foregoing instrument and each acknowledged to me that he executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office, this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Notary Public

**City of Grey Forest  
Annexation Packet: Request of Owner**

**SERVICE PLAN FOR ANNEXED AREA**

*City of Grey Forest, Bexar County, Texas*

This Municipal Service Plan (the “Plan”) is made by the City of Grey Forest, Texas (the “City”), pursuant to Chapter 43 of the Texas Local Government Code. This Plan relates to the annexation by the City of the tract of the Property described in metes and bounds in “**Exhibit A**”, which is attached to the Petition for Annexation, this Plan, and to the annexation ordinance which this Plan is a part.

Acreage Annexed: \_\_\_\_\_ acres

Legal Description: [insert legal description here] recorded in \_\_\_\_\_ the Official Public Records of Bexar County, Texas, the (“Property”).

Date of Adoption of Annexation Ordinance: Ordinance No. \_\_\_\_\_, \_\_\_\_\_, 202\_\_\_\_\_

Municipal Services. Municipal services to the acreage described above shall be furnished by or on behalf of the City of Grey Forest, Texas, (“City”) at the following levels and in accordance with the following schedule:

(A) Police Services.

- (1) Patrolling, responses to calls, and other routine police services, within the limits of existing personnel and equipment, will be provided immediately upon the effective date of annexation.
- (2) As development and construction commence within this area, sufficient police personnel and equipment will be provided to continue to furnish this area the level of police services consistent with police services available in other parts of the City with land uses and population densities similar to those projected in the annexed area.

(B) Fire Services.

- (1) Fire protection will be provided by the present personnel and the present equipment of the Bexar County Emergency Services District No. 8 and within the limitations of available water and distances from existing fire stations, will be provided to this area immediately upon the effective date of annexation. Bexar County Emergency Services District No. 8 will respond to calls for Emergency Medical Service (EMS) and they will provide patient care and transport services immediately upon the effective date of annexation.
- (2) As development and construction commences within this area, sufficient fire personnel and equipment will be provided to continue to furnish this area the level of fire services consistent with fire service available in other parts of the City with land uses and population densities similar to those projected in the annexed area.

**City of Grey Forest**  
**Annexation Packet: Request of Owner**

(C) Health and Code Compliance Services.

- (1) Enforcement of the City's health ordinances and regulations including, but not limited to, weed and brush ordinances, junked and abandoned vehicle ordinances, food handlers ordinances and animal control ordinances, shall be provided within this area on the effective date of the annexation ordinance. These ordinances and regulations will be enforced through the use of existing personnel. Complaints of ordinance or regulation violations within this area will be responded and investigated by existing personnel beginning with the effective date of the annexation ordinance.
- (2) The City's building, plumbing, electrical, gas heating, air conditioning and all other construction codes will be enforced within this area beginning with the effective date of the annexation ordinance. Existing personnel will be used to provide these services.
- (3) The City's subdivision and other ordinances shall be enforced in this area beginning on the effective date of the annexation ordinance.
- (4) All inspection services furnished by the City of Grey Forest, but not mentioned above, will be provided to this area beginning on the effective date of the annexation ordinance. Any Property owner or his/her assigns who in good faith has a new building or structure, as defined in the Comprehensive Zoning Ordinance, under construction on the effective date of annexation shall be exempted from these inspections for that building or structure under construction for a period of one year from the effective date of annexation. For the purpose of this ordinance "under construction" shall mean any work that requires a building permit from the City of Grey Forest.
- (5) As development and construction commence within this area, sufficient personnel will be provided to continue to furnish this area the same level of Health and Code compliance services as are furnished throughout the City.

(D) Planning and Zoning Services

- (1) The planning and zoning jurisdiction, of the City will extend to this area on the effective date of the annexation ordinance. City planning will thereafter encompass this Property, and it shall be entitled to consideration for zoning in accordance with the City's Comprehensive Plan, Building Code, and the Municipal Code of Ordinances.

(E) Recreation, Library and Leisure Services

- (1) Residents of this Property may utilize all recreational, library, and leisure services facilities and sites throughout the City beginning with the effective date of the annexation ordinance.

**City of Grey Forest**  
**Annexation Packet: Request of Owner**

- (2) Existing parks, playgrounds, swimming pools and other recreation and leisure facilities within this Property shall, upon dedication to and acceptance by the City, be maintained and operated by the City of Grey Forest. This provision does not obligate City to accept dedication of parkland improvements. City will not assume maintenance and operation of parks, playgrounds, swimming pools, and other recreation areas owned by a HOA or other private ownership.

(F) Solid Waste Collection

- (1) Solid waste collection shall be provided to the Property in accordance with existing City policies as to frequency and charges, beginning on the effective date of annexation.

(G) Streets and Drainage

- (1) The City of Grey Forest's existing policies with regard to streets, roads, drainage and street/roadway lighting maintenance, applicable throughout the entire City, shall apply to this Property beginning immediately as of the effective date of the annexation ordinance.
- (2) As development, improvements or construction of streets and drainage to the City standards commence within this Property, the policies of the City of Grey Forest with regard to impact fees and participation in the cost thereof, acceptance upon completion, and maintenance after completion, shall apply.
- (3) The same level of maintenance shall be provided to public streets and roadways upon dedication and acceptance by the City and within this Property that have been accepted by the City of Grey Forest as is provided to like City streets and roadways throughout the City. This provision does not obligate the City to accept dedication of the streets and roadways located on the Property. The City will not assume maintenance and operation of streets and roadways owned by the HOA or other private ownership.

(H) Water Services

- (1) Retail water service will be provided by Grey Forest Utilities ("GFU"). Water service shall be provided and extended in accordance with the City's policies and established fees.
- (2) Private water lines within this property shall be maintained by their owners, in accordance with existing policies applicable throughout the City.

(I) Sanitary Sewer Services

- (1) City of Grey Forest and GFU do not offer sanitary sewer services. City will not assume or takeover the operation and maintenance of any on-site septic systems or off-site sanitary sewer facilities.

**City of Grey Forest**  
**Annexation Packet: Request of Owner**

- (2) Septic systems or any off-site sanitary sewer facility must comply with applicable provisions of the City of Grey Forest Municipal Code of Ordinances and engineering standards and other applicable county and state law and regulations.
- (J) Public Utilities.
- (1) Other public utilities will be provided by the City's franchisee or a provider holding a CCN issued by the state to serve that area.
- (K) Miscellaneous.
- (1) General municipal administration services of the City shall be available to the annexed area beginning with the effective date of the annexation ordinance.
- (2) All other applicable municipal services will be provided to the Property in accordance with the City of Grey Forest's established policies governing extension of municipal services to newly annexed areas.
- (L) Amendment. This Plan may not be amended or repealed, except as provided by the Texas Local Government Code or other controlling law. Neither changes in the methods or means of implementing any part of the service programs nor changes in the responsibilities of the various departments of the City shall constitute amendments to this Plan, and the City reserves the right to make such changes at any time. This Plan is subject to, and shall be interpreted in accordance with, the Constitution and laws of the United States of America and the State of Texas, the Texas Local Government Code, and any orders, rules, or regulations of any other governmental body having jurisdiction.
- (M) Force Majeure. In the event the City is rendered unable, wholly or in part, by force majeure to carry out its obligations under this Plan, notice shall be given with full particulars of such force majeure, in writing, as soon as reasonably possible after the occurrence of the cause relied on, and the City's obligations, so far as effected by such force majeure, shall be suspended during the continuance of such inability so caused but for no longer period, and such cause shall, so far as possible, be remedied with all reasonable dispatch; provided, however, City shall not be required to settle a strike or dispute with workmen when such settlement is against the will of the City. The term "force majeure" shall mean acts of God, strikes, acts of the public enemy, wars, blockades, insurrections, riots, epidemics, landslides, lightning, earthquakes, fires, storms, floods, washouts, arrests and restraints of rulers and people, explosions, breakage or accident to machinery or lines of pipe, droughts, hurricanes and tornadoes, and any other inability of either party, whether similar to those enumerated or otherwise, not within the control of the City, which, by the exercise of reasonable diligence, the City shall not have been able to avoid.
- (N) **Entire Plan.** This document contains the entire and integrated Plan relating to the Property and supersedes all other negotiations, representations, plans, and agreements, whether written or oral.

**City of Grey Forest  
Annexation Packet: Request of Owner**

If one or more provisions of this Plan is held to be invalid, unenforceable, or illegal in any respect, the remainder of the Plan shall remain valid and in full force and effect.

**SIGNATURES**

For the City:

For the Property Owner:

\_\_\_\_\_  
Name [Signature]

\_\_\_\_\_  
Name [Signature]

\_\_\_\_\_  
Name [Printed]

\_\_\_\_\_  
Name [Printed]

\_\_\_\_\_  
Position

\_\_\_\_\_  
Company [if applicable]

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**SERVICE AGREEMENT NOT VALID UNTIL SIGNED BY CITY REPRESENTATIVE  
AND PROPERTY HAS BEEN ANNEXED**

Additional Property Owner(s) [if applicable]

\_\_\_\_\_  
Name [Signature]

\_\_\_\_\_  
Name [Signature]

\_\_\_\_\_  
Name [Printed]

\_\_\_\_\_  
Name [Printed]

\_\_\_\_\_  
Company [if applicable]

\_\_\_\_\_  
Company [if applicable]

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

*Return to City Secretary*

# New Agenda Item



STATE OF TEXAS  
COUNTY OF BEXAR

§ INTERLOCAL FIRE PREVENTION  
§ AND INSPECTION SERVICES  
§ AGREEMENT

This Interlocal Fire Prevention and Inspection Services Agreement (this “Agreement”) is made and entered into by and between the **City of Helotes, Texas** (“Helotes”), a political subdivision of the State of Texas, and the **City of Grey Forest, Texas** (“Grey Forest”), a political subdivision of the State of Texas, located in Bexar County, Texas.

**WITNESSETH**

**WHEREAS**, Helotes and Grey Forest as participating political subdivisions are authorized by the Interlocal Cooperation Act, Texas Government Code Chapter 791 (the “Act”), to enter into cooperative agreements among themselves, and with other political subdivisions of the State of Texas, for the purpose of fulfilling and implementing their respective public and governmental purposes, needs, objectives, and programs; and

**WHEREAS**, the Texas Local Government Code, Chapter 791 authorizes the City of Helotes to enter into contracts with municipalities for the administration and enforcement of the 2021 edition of the International Fire Code; and

**WHEREAS**, the City of Helotes provides Fire Prevention Inspections, Fire Protection System Plan Reviews, Fire Protection System Acceptance Testing Services, as those terms are defined herein, and required inspections associated with ordinances and procedures; and

**WHEREAS**, it is the desire of the City of Grey Forest to receive such services in accordance with the terms and conditions hereinafter stated;

**NOW, THEREFORE**, in consideration of the mutual covenants and agreement stated herein, the parties agree as follows:

**ARTICLE I**  
**PURPOSE**

1.01 The purpose of this Agreement is for the City of Helotes to provide Fire Prevention Inspections, Fire Protection Systems Plan Reviews, Fire Protection System Acceptance Testing Services, and required inspections associated with the ordinances and procedures in the incorporated area of the City of Grey Forest.

**ARTICLE II**  
**DEFINITIONS**

2.01 For purposes of this Agreement, the following terms shall have the meanings set forth below:

- (a) FIRE CODE means the 2021 edition of the International Fire Code as adopted by the City of Grey Forest, and any future adopted editions of the International Fire Code.
- (b) FIRE INSPECTOR means a member of the City of Helotes Fire Department who has been certified by the Texas Commission on Fire Protection as a Fire Inspector.
- (c) COMMERCIAL ESTABLISHMENT means a place where goods, commodities or services are provided, displayed, exchanged, sold or bought.
- (d) PUBLIC BUILDING means a place in which the possession and/or use, as well as the property in it, gives members of the public free access or use, and includes buildings in which the public may enter or gather for the purposes of civic, social, religious, or recreational functions, the consumption of food or drink, including where an entry fee is charged, or otherwise classified in Section 302.1 of the 2021 International Building Code. Exception: Properties regulated by the 2021 International Residential Code for One- and Two - Family Dwellings.
- (e) SHORT-TERM RENTAL means a residential property, including a single-family dwelling or portion thereof, that is rented wholly or partly for a fee for a period not longer than 30 consecutive days.
- (f) FIRE PREVENTION INSPECTION means the examination of the interior and the exterior, of a Short Term Rental or Public Building to ensure the occupancy and building complies with the Fire Code.
- (g) FIRE PROTECTION SYSTEM PLAN REVIEW means the examination and evaluation of the technical drawings and associated design calculations for fire protection systems as required by the adopted Fire Code and Building Code. The review is to ensure compliance with nationally accepted standards and practices.
- (h) FIRE PROTECTION SYSTEM ACCEPTANCE TESTING means the witnessing of a fire protection system performance test, conducted by a licensed fire protection system installer, to ensure operational compliance with appropriate National Fire Protection Association minimum standards.
- (i) BUILDING CODE means the 2021 edition of the International Building Code as adopted by the City of Grey Forest, and any future adopted editions of the International Building Code.
- (j) INSPECTION REPORT means a handwritten or computer-generated document completed after the inspection that details the inspection, and any fire safety deficiencies found during a fire prevention inspection. The inspection report may also include corrective action information and Fire Code violation references.

- (k) OWNER'S AGENT means the architect, engineer, contractor, manager, or other person who has the owner's consent to act on his/her behalf in regard to the construction, maintenance and code compliance of a Short Term Rental or Public Building.
- (l) CERTIFICATE OF OCCUPANCY means a certificate or document issued by the City of Grey Forest indicating the building, structure, or occupied area within a structure has been inspected and is found to be in compliance with locally adopted codes and state laws.
- (m) CHANGE OF OCCUPANCY means a change in the purpose or level of activity within a building that involves a change in application of the requirements of the Fire Code.
- (n) CLIENT means the individual, owner, owner's agent, occupant, contractor, or other person in charge or control of an occupied Short Term Rental or Public Building, or construction related project.
- (o) NOTICE OF VIOLATION means a written document issued by a fire inspector upon finding that a serious violation of the Fire Code exists. The Notice of Violation identifies the violation, the fire code or state law reference, and information related to correcting the violation and establishes a minimum timeline in which the violation must be corrected.

**ARTICLE III**  
**TERMINATION**

- 3.01 This Agreement may be terminated by either party with or without cause, upon sixty (60) days written notice delivered by certified mail or in person to the other party.

**ARTICLE IV**  
**OBLIGATION OF THE CITY OF HELOTES**

- 4.01 The City of Helotes agrees to provide the City of Grey Forest with the following:
- (a) Conduct Fire Prevention Inspections of all Short Term Rentals or Public Buildings within the incorporated city limits of the City of Grey Forest as requested by the City of Grey Forest.
  - (b) Conduct plan reviews for new construction and remodels and for installed fire protection systems required in Short Term Rentals or Public Buildings as required by the latest adopted edition of the Fire and Building Code, including, but not limited to:
    - (1) Automatic Fire Sprinkler Systems
    - (2) Alternative Automatic Fire-Extinguishing Systems (Vent/Hood System)
    - (3) Standpipe Systems
    - (4) Fire Alarm and Detection Systems
    - (5) Emergency Alarm Systems

- (6) Smoke Control Systems
  - (7) Smoke and Heat Vent Systems
  - (8) Fire Command Centers
- (c) Provide inspection reports to the City of Grey Forest for new construction of Short Term Rentals or Public Buildings.
  - (d) Witnessing and documentation of Fire Protection Systems acceptance test conducted by properly licensed and qualified Fire Protection System installers.
  - (e) Copies of all Fire Protection Inspection Reports issued for Short Term Rentals or Public Buildings within the incorporated city limits of the City of Grey Forest.
  - (f) Consultation services to the City of Grey Forest Building Official related to fire-resistive rated construction requirements identified in the Building Code. These services may be provided by phone, e-mail, mail, or when necessary, by on-site visits.

**ARTICLE V**  
**OBLIGATIONS OF THE CITY OF GREY FOREST**

- 5.01 The City of Grey Forest agrees to provide the City of Helotes with the following:
- (a) Notification to the City of Helotes within sixty (60) days of any changes to the incorporated boundaries, including future annexations or de-annexations and any code or ordinance changes.
  - (b) Notification to the City of Helotes Fire Department when it is determined by the City of Grey Forest Building Official that a fire protection system, as defined in Article IV, section 401(b) (1-8), is required in a Short Term Rental or Public Building. The City of Grey Forest will contact the City of Helotes Fire Department to schedule the necessary Fire Protection System Plan Reviews, Inspections, and Acceptance Testing.
  - (c) Notification to the City of Helotes Fire Department when a new Short Term Rental or Public Building that does not require a fire protection system is planned to be constructed within the incorporated city limits. The City of Grey Forest will schedule a joint pre-construction meeting prior to the plan review submittal. This will allow both the City of Grey Forest and City of Helotes Fire Department the opportunity to discuss and determine the Fire Code and Building Code requirements for the given structure.
  - (d) Delivery by the City of Grey Forest to the City of Helotes Fire Department of any plan sets and specifications for any project requiring a Fire Protection System Plan Review or any other type of review necessary to satisfy the terms of this Agreement.

- (e) Notification to the City of Helotes Fire Department when a Change of Occupancy occurs in an existing Short Term Rental, or Public Building. The City of Grey Forest Building Official or the City of Grey Forest City Secretary will schedule a joint fire safety/occupancy inspection prior to the issuance of a Certificate of Occupancy. This will allow both the City of Grey Forest and City of Helotes the opportunity to discuss and determine the minimum level of Fire Safety for the altered occupancy.
- (f) Retention of all Fire Prevention Inspection documents and all Fire Protection System related documents to include plan review comments, permit information, and test inspection reports for required retention period.

**ARTICLE VI**  
**INTER CITY COMMUNICATIONS**

- 6.01 The City of Helotes agrees to provide the City of Grey Forest copies of Fire Prevention Inspection Reports and Fire Protection System Acceptance Testing Reports within **7 days** of completion of said report.
- 6.02 Transfer or exchange of documents indicated in 6.01 may be made by fax, e-mail, or delivered in person.

Exception: If, during the course of a Fire Prevention Inspection, it is determined that a building condition exists in violation of the Building Code or Fire Code, a “Stop Work Order” may be issued by the Fire Inspector, and the Fire Inspector shall immediately notify the City of Grey Forest by phone and followed by written confirmation by fax, email, or deliver in person within 24 hours of above notification.

- 6.03 The City of Grey Forest agrees to provide a minimum of 48 hours advance notice when requesting a Fire Inspector for an on-site code consultation or Fire Safety Inspection. Where emergency conditions exist that would place a person in immediate danger, the City of Grey Forest shall notify the City of Helotes immediately and the City of Helotes will respond as soon as possible.

**ARTICLE VII**  
**FEES & PERMITS**

- 7.01 The City of Helotes agrees to provide the services indicated in this Agreement to the City of Grey Forest at a cost of \$100.00 for each Fire Prevention Inspection, Fire Protection System Plan Review, Fire Protection System Acceptance Testing Service, pre-construction meetings, and any additional inspections or services required by the City of Grey Forest ordinances and procedures for a Short Term Rental or Public Building. Reinspection fee is \$150.00. These fees do not apply to the provision of Fire Prevention Inspections, Fire Protection Systems Plan Reviews, Fire Protection System Acceptance Testing Services, and required inspections for a Commercial Establishment. This Agreement does not apply to Commercial Establishments.

- 7.02 The City of Grey Forest agrees and acknowledges the City of Helotes will invoice the City of Grey Forest for the services indicated in this Agreement at the end of each month services are provided. Invoices will be sent electronically and by mail on or about the 27<sup>th</sup> of the month and payment shall be due by the 10<sup>th</sup> of the following month.
- 7.03 The City of Grey Forest will prepare and issue all permits as required by this Agreement.

**ARTICLE VIII**  
**COMPLIANCE WITH LAWS AND REGULATIONS**

- 8.01 In providing all services pursuant to this Agreement, the City of Helotes shall abide by all statutes, ordinances, rules and regulations pertaining to, or regulating the provisions of, such services, including those now in effect and hereafter adopted. Any violation of said statutes, ordinances, rules and regulations shall constitute a material breach of this Agreement and shall entitle the City of Grey Forest to terminate this Agreement immediately upon delivery of written notice of termination to the City of Helotes.
- 8.02 In providing all services pursuant to this Agreement, the City of Grey Forest shall abide by all statutes, ordinances, rules and regulations pertaining to, or regulating the provisions of, such services, including those now in effect and hereafter adopted. Any violation of said statutes, ordinances, rules and regulations shall constitute a material breach of this Agreement and shall entitle the City of Helotes to terminate this Agreement immediately upon delivery of written notice of termination to the City of Grey Forest.
- 8.03 Any court summons arising from failure to comply with proper notice will be filed in the Grey Forest Municipal Court.
- 8.04 Each party acknowledges that the other party is a political subdivision of the State of Texas and is subject to and complies with the applicable provisions of the Texas Tort Claims Act, as set out in Civil Practices and Remedies Code, Section 101.001 et seq. and the remedies authorized therein regarding claims or causes of action that may be asserted by third parties for accident, injury or death.
- 8.05 Each party shall promptly advise the other party in writing of any claim or demand against the City of Grey Forest or City of Helotes or known to it related to or arising out of actions or omissions under this Interlocal Agreement and shall see to the investigation of and defense of such claim or demand at its expense. The other party shall have the right, at its option and at its own expense, to participate in such defense without relieving the advising party of any of its obligations under this paragraph.

**ARTICLE IX**  
**AMENDMENT**

- 9.01 No amendment, modification, or alteration to this Agreement shall be binding unless the same be in writing, dated subsequent to the date hereof and duly executed by the parties hereto.

**ARTICLE X**  
**PARTIES BOUND**

10.01 This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective legal representatives, successors, and assigns where permitted by this Agreement.

**ARTICLE XI**  
**TEXAS LAW TO APPLY**

11.01 This Agreement shall be construed under and in accordance with the laws of the State of Texas, and all obligations of the parties created hereunder are performable solely within Bexar County.

**ARTICLE XII**  
**LEGAL CONSTRUCTION**

12.01 In case any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision hereof, and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

**IN WITNESS WHEREOF**, this Agreement is executed in duplicate originals this \_\_\_\_\_ day of \_\_\_\_\_ 2025.

**CITY OF HELOTES**

**CITY OF GREY FOREST**

By: \_\_\_\_\_  
**Rich Whitehead**  
**Mayor**

By: \_\_\_\_\_  
**Paul Garro**  
**Mayor**

**ATTEST:**

By: \_\_\_\_\_  
**Celina Perez**  
**City Secretary**

By: \_\_\_\_\_  
**Miguel Cantu**  
**City Secretary**

# New Agenda Item



**RESOLUTION NO. 2025-##R**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GREY FOREST, TEXAS, DESIGNATING METHODS, ADDRESSES, AND LOCATIONS FOR RECEIVING PUBLIC INFORMATION REQUESTS AND PROVIDING AN EFFECTIVE DATE.**

**WHERE AS**, the Texas Public Information Act (the “Public Information Act”), Section 552.234, Texas Government Code, provides that the City of Grey Forest, Texas is to designate one mailing address and one electronic mail address for receiving written requests for public information.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GREY FOREST, TEXAS:**

**Section 1.** The City Council hereby designates the following methods, addresses, and locations for receiving Public Information Requests:

- United States Mail to the following address:

City of Grey Forest  
Public Information Officer  
18502 Scenic Loop Road  
Grey Forest, Texas 78023

- Electronic Mail (E-Mail) to the following address:

citysecretary@greyforest-tx.gov

- Hand delivery to Grey Forest City Hall at:

Public Information Officer  
18502 Scenic Loop Road  
Grey Forest, Texas 78023

**Section 2.** This Ordinance shall be effective on passage and adoption.

**PASSED, APPROVED, AND ADOPTED** this 26<sup>TH</sup> day of August, 2025.

CITY OF GREY FOREST, TEXAS

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Paul Garro, Mayor

**ATTEST:**

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Miguel Cantu, TRMC, *City Secretary*