

JR Treviño, Mayor
Jason Smith, Place 1
Denise Haley, Place 2
Kurt May, Place 3
Jack Joyce, Place 4
Beth Daines, Mayor Pro Tem, Place 5

A G E N D A

City Council Regular Meeting



Notice is hereby given that the above Regular Meeting of the Governing Body of the City of Castle Hills, Texas will be held on **Tuesday, November 18, 2025, AT 6:30 p.m.**, 209 Lemonwood Drive, Castle Hills, TX 78213.

1. CALL THE CASTLE HILLS REGULAR CITY COUNCIL MEETING TO ORDER AND DETERMINE A QUORUM IS PRESENT.

2. INVOCATION / PLEDGE OF ALLEGIANCE

Hector Velarde, Calvary New Spring Church

3. ACKNOWLEDGEMENTS/PRESENTATIONS

Promotional Ceremony for J. Davila and Recognition of V. Medellin position

4. CITIZEN COMMENTS.

(NO ACTION WILL BE TAKEN)

This is the opportunity for visitors and guests to address the City Council on any issue. City Council may not discuss any presented issue, nor take any action on the issue. A sign-up sheet is available for citizens who wish to address the City Council. Please limit your remarks to three minutes. Topics of operational concern shall be directed to the City Manager. Citizen comments should not personally attack other speakers, City Council, or staff. **(City of Castle Hills has decided for citizens to email concerns during this portion of the agenda in order to participate via email at citizenstobeheard@castlehills-tx.gov)**

5. CONSENT AGENDA

The Consent Agenda items are self-explanatory by the City Council or have been previously discussed and will be enacted with one motion. There will be no separate discussion of these items unless a Council Member so requests. The Consent Agenda is for consideration by the City Council only and not subject to public discussion.

- 5.1 Approval of the Regular City Council Minutes, October 14, 2025
- 5.2 Accept the Financial Report for period ending September 30, 2025
- 5.3 Accept the Quarterly Investment Report-Fourth Quarter Fiscal Year 2025

6. NEW BUSINESS

- 6.1 Public Hearing on a request from George Atallah, for a rezoning request for 5703 Blanco Road, Castle Hills, Texas, 78213, more particularly described as CB 5008 P-12 (1.155) ABS 526 & P-11A (.312) ABS 526, to rezone the property from an "F" Office and Professional 2-Story District to a "G" General Business District.
- 6.2 Discussion and Possible Action on Ordinance 2025-11-18 on a request from George Atallah, for a rezoning request for 5703 Blanco Road, Castle Hills, Texas, 78213, more particularly described as CB 5008 P-12 (1.155) ABS 526 & P-11A (.312) ABS 526, to rezone the property from an "F" Office and Professional 2-Story District to a "G" General Business District.(Duque)
- 6.3 Discussion and Possible Action adopting Resolution 2025-11-18 regarding annual review of the Investment Policy and Investment Strategy of the City. (Duque)
- 6.4 Discussion and Possible Action regarding a request from Wayne Carter and Wade Middleton regarding the abandonment of the "alleyway" between their properties at 124 Winston Lane and 201 Winston Lane. (Duque)



- 6.5 Discussion and Possible Action regarding the location of City Promotional Signs. (Duque)
- 6.6 Discussion regarding adopting a Castle Hills Street Light Policy (Duque)
- 6.7 Discussion and Possible Action adopting Resolution 2025-11-18-A regarding accepting a state grant for body armor.
- 6.8 Discussion and Possible Action on amending the Agreement for Professional Engineering Services with Halff for construction observation services related to the Carolwood and North Manton Roadway and Drainage Improvements project and authorize the City Manager to sign such amendment. (Duque)
- 6.9 Discussion and Possible Action on adopting Ordinance 2025-11-18-A on recommendations from the Zoning Commission concerning short-term rentals. Possible executive session pursuant to section 551.071 Texas Government Code, consultation with attorney. (Duque)
- 6.10 Discussion and Possible Action to extend the existing Short-Term Rental moratorium on issuance of Short-Term Rental permits until the December 9, 2025, City Council meeting. (Duque)

7. ANNOUNCEMENTS BY MAYOR AND CITY COUNCILMEMBERS ON ITEMS OF COMMUNITY INTEREST

8. ADJOURNMENT

Executive Session Reservation: The City Council reserves the right to consider business out of the posted order and the right to adjourn into Executive Session to discuss items which are not listed as Executive Session items, but which qualify to be discussed in closed session as permitted by the Texas Open Meetings Act, Chapter 551 of the Texas Government Code.

The Mayor will rule any disruptive behavior, including shouting or derogatory statements or comments, out of order. Continuation of this type of behavior could result in a request by the Mayor that the individual leave the meeting, and if refused, an order of removal. In compliance with the Texas Open Meetings Act, no member of City Council may deliberate on citizen comments. (Attorney General Opinion – JC 0169)

Attendance by Other Elected or Appointed Officials: It is anticipated that members other City boards, commissions and/or committees may attend the open meeting in numbers that may constitute a quorum. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of any other boards, commissions and/or committees of the City, whose members may be in attendance in numbers constituting a quorum. These members of other City boards, commissions, and/or committees may not deliberate or take action on items listed on the agenda. [Attorney General Opinion – No. GA-0957 (2012)].

This meeting will also be held by videoconference call. The location where a quorum of the governmental body will be physically present is City Hall, City Council Chambers at 209 Lemonwood Drive, Castle Hills, TX 78213 and it is the intent to have a quorum present at that location. A member of the public may testify from a remote location by videoconference at:

Topic: Regular City Council Meeting

Time: Nov 18, 2025 06:30 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/85023214884?pwd=KL1kPocNZEZD2y5sNvIgyXdbudchr.1>

Meeting ID: 850 2321 4884

Passcode: 677792



Certificate:

I, hereby certify that the above Notice of Meeting was posted on the City Hall bulletin board on this the 12th day of November 2025 at 4:00 p.m. at a place convenient and readily accessible to the general public at all times, and to the City's website, www.cityofcastlehills.com, in compliance with Chapter 551, Texas Government Code. The City of Castle Hills City Hall is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting at (210) 293-9681.

Nichole Heinrich, TRMC
City Secretary





These minutes have been prepared to satisfy the requirements of Section 551.021 of the Texas Government Code. Video recordings of most City meetings can be obtained at <https://www.cityofcastlehills.com/2220/City-Meeting-Videos> .

City of Castle Hills, Texas
Regular City Council Meeting
October 14, 2025
Meeting Duration: 6:30 p.m. to 8:49 p.m.

1. CALL TO ORDER

Mayor Treviño called the Regular Session of the Castle Hills City Council to order at 6:30 p.m. on Tuesday, October 14, 2025, in the City Hall Council Chambers, 209 Lemonwood Drive, Castle Hills, Texas 78213.

Members of City Council Present:

Mayor JR Treviño
Council Member Jason Smith Place 1
Council Member Denise Haley Place 2
Council Member Kurt May, Place 3
Council Member Jack Joyce, Place 4
Mayor Pro-Tem Beth Daines Place 5 (by Zoom)

Members of City Council Absent:

None

City Staff Present: City Manager Chris Duque, Assistant to the City Manager Luis Zamarron, City Attorney Marc Schnall, City Secretary Nichole Heinrich, Fiscal Officer Nora Davis, Police Chief Gary McHone, Fire Chief James Ladewig, and Public Works Director Rick Harada.

2. INVOCATION/PLEDGE OF ALLEGEIANCE

Fire Chief James Ladewig led the Pledge of Allegiance.

3. ACKNOWLEDGEMENTS/PRESENTATIONS

N/A

4. CITIZEN COMMENTS

Mr. George Booth, 124 Dogwood Ln., addressed the council regarding the condition of street striping on West Ave., stating that it needs to be redone for improved visibility and safety.

Mr. Kevin Knippa, 210 Hibiscus Ln., raised concerns about the use of pesticides within city limits, questioning their legality. He requested that the council investigate the matter to ensure compliance with relevant regulations.

5. CONSENT AGENDA

5.1 Approval of the Regular City Council Minutes, September 9, 2025

5.2 Accept the Financial Report for period ending August 31, 2025

5.3 Adopt Ordinance 2025-10-14 recognizing The San Antonio Express News as the City's Official Newspaper.

MOTION: Councilmember May moved to adopt Consent Agenda Item Nos. 5.1, 5.2 and 5.3 with corrections to 5.1. Councilmember Smith seconded the motion. Council voted 5-0. Motion carried.

6. NEW BUSINESS

6.1 Discussion and Possible Action on appointments to the Board of Adjustment.

Alternate

Mayor Treviño recommended Mr. Joseph Cuellar as alternate to the Board of Adjustment.

MOTION: Councilmember Joyce made a motion to appoint Joseph Cuellar as alternate to the Board of Adjustment. Councilmember Haley seconded the motion. Council voted 5-0. Motion carried.

6.2 Public Hearing on an application submitted by Trey Batchelder, for a substantial remodeling of an office building at 6803 West Ave, legal description CB 5778 BLK 8 LOT 6A, 9 thru 12 in the City of Castle Hills, Bexar County, Texas.

Mayor Treviño opened the public hearing at 6:35 p.m.

Mr. Bruce Smiley-Kaliff, 247 Fox Hall Dr., addressed the council in support of Mr. Batchelder's request.

Mayor Treviño closed the public hearing at 6:36 p.m.

6.3 Discussion and Possible Action on an application submitted by Trey Batchelder, for a substantial remodeling of an office building at 6803 West Ave, legal description CB 5778 BLK 8 LOT 6A, 9 thru 12 in the City of Castle Hills, Bexar County, Texas.

Mr. Trey Batchelder, 245 Fox Hall Ln., addressed the council mentioning he would be happy to answer any questions the council may have regarding his request.

Mr. Duque reported that the Architectural Review Committee met on September 10th to consider the application in question. The application was approved by a 4-1 vote by the Architectural Review Committee.

MOTION: Councilmember Joyce made a motion to approve an application submitted by Trey Batchelder, for a substantial remodeling of an office building at 6803 West Ave, legal description CB 5778 BLK 8 LOT 6A, 9 thru 12 in the City of Castle Hills, Bexar County, Texas. Councilmember May seconded the motion. Council voted 5-0. Motion carried.

Mayor Treviño amended the order of the agenda moving to item 6.5.

6.5 Discussion and Possible Action to give the Zoning Commission direction regarding possible amendments to the Zoning Ordinance to allow market events other than "farmer's markets" in a "G" General Business District.

Mr. Duque noted that during the August 12th meeting, Mr. Timothy Denker, owner of Castle Hills Market, addressed the Council to request a change to the City ordinance. His request involved allowing both a Temporary Use Permit and a Temporary Sign Permit to accommodate occasional events at his business location.

Mr. Duque explained that if the City Council was inclined to support this request, staff would need direction to relay to the Zoning Commission to begin exploring possible amendments

to the Zoning Ordinance. Specifically, staff recommends directing the Zoning Commission to consider allowing market events beyond “farmer’s markets” in the “G” General Business District.

Councilmember Daines asked what specific direction the Zoning Commission would require regarding possible amendments. City Attorney Schnall responded that a simple directive—to explore allowing market events other than farmers markets in the “G” General Business District—would provide sufficient guidance. Mr. Schnall further explained that the current ordinance lists approximately 20–25 permitted uses in the “G” district. However, it also contains a catch-all provision that allows other uses through a Special Use Permit (SUP). Amending the ordinance would eliminate the need for a SUP each time a business owner wished to hold a market event.

Councilmember Haley sought clarification on whether the property owner would currently be required to obtain a SUP for each event. Mr. Schnall confirmed that any event not currently listed as a permitted use would require a SUP. He added that Mr. Denker could submit an application to be considered by the Zoning Commission on November 4, 2025, with a recommendation possibly being made to the City Council at the November 18, 2025 regular meeting.

Mr. Duque noted that the business owner is interested in holding market events on a monthly or bi-monthly basis, inviting both local and outside vendors. Councilmember Haley commented that these events would bring increased opportunities to shop locally.

Councilmember May expressed support for the initiative but hoped the Zoning Commission would consider including a “fair description requirement” in any proposed ordinance amendment.

Mayor Treviño inquired whether the Zoning Commission would be able to address potential traffic concerns resulting from market events. Mr. Schnall clarified that while any permitted use would follow the rules in the “G” district (which includes parking requirements), traffic control would fall under the responsibility of the police department. Council would also retain authority to address any broader issues as needed.

MOTION: Councilmember Daines made a motion to direct the Zoning Commission regarding possible amendments to the Zoning Ordinance to allow market events other than “farmer’s markets” in a “G” General Business District. Councilmember Haley seconded the motion. Council voted 5-0. Motion carried.

Mayor Treviño amended the order of the agenda moving to item 6.8.

6.8 Discussion and Possible Action regarding a request from Wayne Carter and Wade Middleton regarding the abandonment of the “alleyway” between their properties at 124 Winston Lane and 201 Winston Lane.

Mr. Duque provided an update regarding a request initially made in February by Mr. Wayne Carter, 124 Winston Ln., and Mr. Wade Middleton, 201 Winston Ln., asking the City to consider abandoning the “alleyway” located between their properties.

At the September 9th City Council meeting, the request was presented; however, no action was taken at that time. A key question raised during the discussion was whether the property

in question was an easement or a public right-of-way (ROW). Documentation subsequently submitted by Mr. Carter confirms that the property is indeed a public right-of-way, although the precise width remains unclear (either 50 feet or 60 feet).

Staff recommended postponing any action on the matter to allow time for further review. Specifically, one of the required procedural steps for the abandonment of City-owned property is to notify all potential easement holders and obtain written confirmation from each utility provider that the abandonment would not negatively impact their operations. This step has not yet been completed. There is a possibility that CPS Energy may oppose the abandonment, which could render the request moot.

City Attorney Schnall stated he had spoken with Ms. Fernandez last week regarding the documents submitted. He noted that the materials included incomplete information, including blank sections such as the legal description and deed form. As a result, the documents are not yet ready for formal consideration or action. Mr. Schnall agreed with the City Manager's recommendation to ensure no objections are raised by utility companies before proceeding with any decision regarding the potential abandonment of the public right-of-way.

MOTION: Councilmember May made a motion to table item 6.8 to the next regular scheduled council meeting. Councilmember Haley seconded the motion.

Mayor Treviño asked for confirmation that there would be adequate time to receive responses from the utility providers. Mr. Duque responded that he would reach out to Ms. Carrillo at CPS Energy the following morning and would stress the urgency of receiving a response within three (3) weeks.

Mayor Treviño mentioned the motion has been made and seconded. Council voted 5-0. Motion carried.

Mayor Treviño amended the order of the agenda moving to item 6.6.

6.6 Discussion and Possible Action to give the Zoning Commission direction regarding possible amendments to the Zoning Ordinance to revise the parking requirements for non-residential development.

Councilmember Joyce reported that the Economic Development Committee has recently reviewed the parking ordinance, particularly as it relates to commercial development.

He noted that a complaint had been received from a developer who was interested in revitalizing the center in Castle Hills Village but was unable to move forward due to insufficient parking under the current ordinance requirements.

In response, Councilmember Joyce and Mr. Barry Middleman conducted a parking survey of several major shopping centers within the city, with a focus on mixed-use areas that include both restaurants and retail establishments. Their findings indicated that many existing shopping centers do not comply with the current parking code.

Councilmember Joyce stated that he and Mr. Middleman are working on a specific recommendation to present to the Zoning Commission, aimed at adjusting parking requirements in commercial areas to better reflect actual use and encourage development.

MOTION: Councilmember Haley made a motion to give the Zoning Commission direction regarding possible amendments to the Zoning Ordinance to revise the parking requirements for non-residential development. Councilmember Joyce seconded the motion.

Councilmember Haley added that she hopes the Zoning Commission will revise the parking ordinance with a focus on positively impacting economic development and supporting individuals and businesses looking to make significant investments in the city.

Mayor Treviño mentioned the motion has been made and seconded. Council voted 5-0. Motion carried.

6.7 Discussion and Possible Action on Ordinance No. 2025-10-14-A, amending the City of Castle Hills fee schedule removing the alcoholic beverage fee if the business holds a food license.

Mr. Duque informed the Council of Senate Bill 1008, which preempts a city's authority to charge a local license or permit fee under the Texas Alcoholic Beverage Code if the establishment holds a food license.

To comply with this new state law, Proposed Ordinance No. 2025-10-14 seeks to amend Section 4.27 of Chapter 4 – Alcoholic Beverages of the City's Code of Ordinances. The amendment includes the following provision:

In accordance with Senate Bill 1008, effective September 1, 2025, no mixed beverage on-premises permit fee shall be levied by the City if the establishment has an Annual Food License in accordance with Chapter 20, Health and Sanitation, Article II. Food Service Establishments.

While the City will continue to require a mixed beverage on-premises permit, no fee will be assessed for such permits if the premises also holds a valid Annual Food License. Mr. Duque noted that the permit remains necessary due to its relevance in evaluating other potential regulatory impacts.

Additionally, staff identified inconsistencies within the Master Fee Schedule, specifically non-matching references to code sections, which will be corrected. These updates, along with the changes resulting from Senate Bill 1008, will be included in the revised and corrected Master Fee Schedule.

MOTION: Councilmember Haley made a motion to adopt Ordinance No. 2025-10-14-A, amending the City of Castle Hills fee schedule removing the alcoholic beverage fee if the business holds a food license. Councilmember May seconded the motion.

Councilmember Joyce asked whether this change would have a significant impact on the City's sales tax revenue. Mr. Duque clarified that sales tax will not be affected. However, he noted that the anticipated revenue loss from permit fees will be approximately \$8,000. He added that some cities may choose to adjust their food permit fees to offset this reduction. Currently, the City of Castle Hills has approximately twenty (20) existing permits that will be impacted by this change.

Mayor Treviño mentioned the motion has been made and seconded. Council voted 5-0. Motion carried.

Mayor Treviño amended the order of the agenda moving to item 6.9.

6.9 Discussion and Possible Action on amending the Agreement for Engineering Services with Bain Medina Bain, Inc. to perform easement acquisition services for a possible drainage project (Castle Hills Drainage Watershed II Phase I – Mimosa / Krameria to West Ave) and authorize the City Manager to sign such engagement.

Mr. Duque provided an update on the Castle Hills Drainage Watershed II Phase I – Mimosa / Krameria to West Ave project. He reminded the Council that at the April 9, 2024, meeting, the City approved a work authorization with Bain Medina Bain LLC (BMB) for engineering services related to this project, with a contract amount of \$185,000, funded through the 2023 Certificates of Obligation. The initial project scope includes the design of channel reconstruction from east of Mimosa to West Ave; installation of box culverts at the Mimosa and Krameria crossings; hydrology and hydraulics analysis of existing and proposed conditions; and a limited field survey of the project area. The improvements involve upgrading the culverts to increase conveyance capacity and constructing a wider channel with concrete lining. The City is coordinating with San Antonio Water System (SAWS) regarding sewer easements within the channel. During their fieldwork, BMB determined that twelve (12) easements; either for drainage or sanitary sewer—would need to be acquired. Mr. Duque presented a proposed amendment to the work authorization to cover the additional scope of work, with an associated cost of \$54,000, to be paid from the same bond funds. This expanded scope includes:

- Deed and plat research
- Preparation and issuance of right-of-entry letters
- Fieldwork to locate boundary corners
- Post-processing and boundary analysis
- Preparation of plat documents, including a survey plat with metes and bounds descriptions

The City will be responsible for assisting BMB in obtaining signatures from the impacted property owners as part of the easement acquisition process.

MOTION: Councilmember Joyce made a motion to amend the Agreement for Engineering Services with Bain Medina Bain, Inc. to perform easement acquisition services for a possible drainage project (Castle Hills Drainage Watershed II Phase I – Mimosa / Krameria to West Ave) and authorize the City Manager to sign such engagement. Councilmember Haley seconded the motion.

Mayor Treviño inquired about the potential impact of the project on residents owning property or living in the affected area. Mr. Duque referred to a drawing included in the meeting packet showing the approximate locations of the twelve (12) easements. He explained that some easements will be for construction only, while others may have a longer-term impact. However, Mr. Duque does not believe these easements will interfere with the infill or development of the lots. Mayor Treviño asked if there is an intention to rebuild fences that may need to be removed during construction. Mr. Duque responded that this matter will be coordinated during the construction phase, but he did not have a definitive answer at this time and would follow up.

Councilmember Smith questioned whether the \$54,000 estimated cost for the additional work is included in the current budget or if it represents an additional expense. Mr. Duque clarified that the amount will be paid from the existing Certificates of Obligation fund. Councilmember Smith also asked if San Antonio Water System (SAWS) would be responsible for covering their portion of the costs. Mr. Duque replied that, as of the August meeting, SAWS has not indicated any intention to share costs. Since it is a City of Castle Hills project, the City will bear the full expense, and no cost-sharing discussions have occurred.

Councilmember May raised concerns from residents regarding the possibility of cementing natural creek beds and asked if the plans reflect this. Mr. Duque explained that the plans include areas with concrete lining as well as areas that will remain natural. He emphasized that it will not be a fully concrete-lined drainage ditch. Councilmember May asked if residents have been informed about this aspect. Mr. Duque responded that the information has not yet been shared with the public.

Mayor Treviño mentioned the motion has been made and seconded. Council voted 5-0. Motion carried.

6.10 Discussion and Possible Action on Change Order No. 2 for the Carolwood and Manton Drainage Project.

Mr. Duque provided an update on the Carolwood and Manton Roadway and Drainage Improvements project. He noted that at the November 12, 2024 City Council meeting, the City awarded the construction contract to D. Plata Construction Company, LLC in the amount of \$3,297,283.49. In May, Change Order No. 1 was approved, increasing the contract cost to \$3,344,800.50. The proposed Change Order No. 2 (CO#2) is related to the San Antonio Water System (SAWS) and has a cost of \$31,715.51. This change order addresses issues identified by the contractor during construction, including a water tie-in at the intersection of Carolwood and Lockhill Selma Road and conflicts with the elevation of an existing sanitary sewer line on N. Manton Lane. The sewer line was found to interfere with the proposed road base and subgrade treatment. As a result of CO#2, twenty (20) additional construction days will be added to the contract, adjusting the new project completion date to January 23, 2026. Mr. Duque stated that SAWS has agreed to contribute \$237,360.23 toward the project. Since both Change Orders No. 1 and No. 2 are SAWS-related, their contribution will increase accordingly to offset these additional costs. He further noted that the terms of the existing interlocal agreement (ILA) do not require an amendment to reflect the increased contribution amount.

MOTION: Councilmember Haley made a motion to approve Change Order No. 2 for the Carolwood and Manton Drainage Project. Councilmember May seconded the motion. Council voted 4-0-1 with Councilmember Smith abstaining.

6.11 Discussion and Possible Action regarding the location of City Promotional Signs.

Mr. Duque referenced the discussion at the March 11th City Council meeting regarding the placement of City promotional signs and the related agreement with TxDOT. Six locations had been selected for sign placement:

1. NW Military north of the Interstate 410 frontage road
2. Near the NW Military and Lockhill-Selma intersection
3. West Avenue and Lockhill-Selma intersection
4. Blanco Road and Lockhill-Selma intersection

5. Near the Jackson Keller and Palm Circle intersection
6. West Avenue north of the Interstate 410 frontage road

A representative from TxDOT reviewed the plans and identified several issues:

- The plans lack sufficient detail regarding the breakaway sign base; it was unclear whether the design meets TxDOT's standard triangular base requirements.
- The proposed signs are 72 inches wide; TxDOT suggested using a "T" style mount on the back of the signs instead of a single post for better support.
- Sign #2 is oriented facing north toward southbound drivers, which limits visibility due to the road's width. TxDOT recommended relocating the sign to the southbound side of the road near the city limits for improved visibility.
- Sign #4 is too close to a traffic signal and likely cannot be installed due to underground signal cables and utilities. Additionally, this location is outside the City of Castle Hills.
- Sign #5 is also outside City limits and would require approval from the City of San Antonio (CoSA).
- Sign #6 is near an existing truck weight limit sign and should be relocated, ideally maintaining approximately 200 feet of spacing between signs.

Mr. Duque proposed returning this item to the November regular City Council meeting with updated sign locations for further consideration. He also noted that the City is working with a new sign vendor who will handle the production and installation of the signs.

MOTION: Councilmember May made a motion to table item 6.11 to the next regular scheduled council meeting. Councilmember Haley seconded the motion. Council voted 5-0. Motion carried.

7. EXECUTIVE SESSION

7.1 Deliberation on the duties of the City Manager. Possible Executive Session pursuant to Section 551.074, Texas Government Code.

The City Council of the City of Castle Hills convened into executive session at 7:21 p.m. in accordance with Texas Open Meetings Act, Sec. 551.074 (Personnel Matters) of the Texas Government Code

The City Council of the City of Castle Hills reconvened in open session at 7:50 p.m.

Mayor Treviño announced no action taken in executive session.

Mayor Treviño amended the order of the agenda moving to item 6.4.

6.4 Deliberation on status of lawsuit styled Sylvia Gonzalez vs. City of Castle Hills; et al., Civil Action No. 5:20-cv-1151 and possible action. Possible Executive Session pursuant to Texas Government Code 551.071, consultation with Attorneys.

The City Council of the City of Castle Hills convened into executive session at 7:50 p.m. in accordance with Texas Open Meetings Act, Sec. 551.071 (Consultation with Attorneys) of the Texas Government Code

The City Council of the City of Castle Hills reconvened in open session at 8:45 p.m.

Councilmember Smith noted the City of Castle Hills and Sylvia Gonzalez have agreed to settle her lawsuit. Under the agreement, Ms. Gonzalez will receive \$500,000, and an expanded training on First Amendment retaliation will be offered across Texas, and employees and officials of Castle Hills will attend this training. Plaintiff also agreed to dismiss the individual defendants and settle with the City alone which does not admit liability. The parties respect public service, do not condone violence of any sort, and are grateful for this peaceful resolution. This resolution of the litigation allows all involved to focus on positively serving their communities and fostering constructive public dialogue.

MOTION: Councilmember Smith made a motion to approve the settlement and authorize the Mayor or his designee to execute the settlement agreement and all other related documents. Councilmember Haley seconded the motion. Council voted 5-0. Motion carried.

8. ANNOUNCEMENTS BY MAYOR AND CITY COUNCILMEMBERS ON ITEMS OF COMMUNITY INTEREST.

Councilmember Haley reminded the community of the upcoming Passport to Flavor event, scheduled for November 4–8, 2025 in the City of Castle Hills.

Councilmember May mentioned he is coordinating to set a date for the Historical Society meeting in November.

Councilmember Daines reminded residents about the Trunk or Treat event on October 25, 2025, starting at 5:30 p.m. at Castle Hills Elementary and continuing at the Commons at 6:30 p.m.

Mayor Treviño expressed appreciation for the fire and police departments' participation in National Night Out. He also announced the opening of a new bookstore in the City of Castle Hills, Book Nerd.

9. ADJOURNMENT

MOTION: Councilmember May moved to adjourn. Councilmember Smith seconded the motion. Council voted 5-0. The meeting adjourned at 8:49 p.m.

I certify that these minutes were approved by the City Council on the 18th day of November 2025.

CITY OF CASTLE HILLS, TEXAS

JR Treviño, Mayor

ATTEST:

Nichole Heinrich, TRMC
City Secretary

DRAFT

City of Castle Hills Statement of Revenue and Expenditures

Revised Budget
For (00)

For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
Property Tax Revenues					
01-00-4200 Ad Valorem Taxes- Current	\$ 0.00	\$ 1,138.00	\$ 4,322,298.00	\$ 4,195,590.95	2.93%
01-00-4202 Delinquent Ad Valorem	0.00	1,639.69	35,000.00	34,760.14	0.69%
01-00-4205 Penalties/Interest Ad Valorem	0.00	779.89	40,000.00	43,907.42	(9.77%)
Total Property Tax Revenues	0.00	3,557.58	4,397,298.00	4,274,258.51	2.80%
Sales & Mixed Beverage Tax Revenues					
01-00-4300 Sales and Use Tax	0.00	521,928.16	1,596,400.00	1,820,135.89	(14.02%)
01-00-4305 Sales Tax - Beverage	0.00	6,977.22	50,000.00	47,089.42	5.82%
Total Sales & Mixed Beverage Tax Revenues	0.00	528,905.38	1,646,400.00	1,867,225.31	(13.41%)
Franchise Fees Revenues					
01-00-4220 Franchise Fees	0.00	2,149.03	550,000.00	434,647.08	20.97%
Total Franchise Fees Revenues	0.00	2,149.03	550,000.00	434,647.08	20.97%
Court Fees Revenues					
01-00-4020 Warrants	0.00	5,069.10	71,300.00	82,280.20	(15.40%)
01-00-4030 Court Income	0.00	65,322.31	580,000.00	825,850.40	(42.39%)
01-00-4032 Court State Collection Fee	0.00	10,591.34	16,000.00	37,282.81	(133.02%)
01-00-4080 S.T.E.P	0.00	0.00	0.00	0.00	0.00%
Total Court Fees Revenues	0.00	80,982.75	667,300.00	945,413.41	(41.68%)
Permits/Licenses/Code Enf Revenues					
01-00-4050 Permits/Inspection Fees	0.00	21,486.36	210,000.00	253,859.97	(20.89%)
01-00-4055 Permit Technology Fee	0.00	0.00	0.00	0.00	0.00%
01-00-4100 Food Licenses	0.00	940.00	22,000.00	27,926.40	(26.94%)
01-00-4110 Liquor Licenses	0.00	0.00	2,500.00	7,310.00	(192.40%)
01-00-4140 ARC, BOA, Zoning & Plat Fees	0.00	0.00	6,500.00	6,530.50	(0.47%)
01-00-4160 Abatement Collections	0.00	0.00	0.00	0.00	0.00%
01-00-4170 Certificate of Occupancy	0.00	0.00	1,000.00	0.00	100.00%
01-00-4190 Animal Impound/Registration	0.00	10.00	1,700.00	1,007.00	40.76%
Total Permits/Licenses/Code Enf Revenues	0.00	22,436.36	243,700.00	296,633.87	(21.72%)
Police & Fire Revenues					
01-00-4000 False Alarm Fines	0.00	0.00	0.00	0.00	0.00%
01-00-4010 Restitution Fees	0.00	0.00	0.00	60.00	0.00%
01-00-4150 Report Fees/Fingerprints	0.00	333.50	2,800.00	2,401.50	14.23%
01-00-4420 Revenue Rescue	0.00	0.00	8,400.00	3,054.86	63.63%
01-00-4430 EMT Services	0.00	0.00	0.00	0.00	0.00%
01-00-4440 Towing Services	0.00	16,569.79	40,000.00	71,738.41	(79.35%)
Total Police & Fire Revenues	0.00	16,903.29	51,200.00	77,254.77	(50.89%)
Garbage Collection Revenues					
01-00-4120 Garbage Fees	0.00	81,686.90	490,000.00	495,688.22	(1.16%)
01-00-4125 Retro garbage billing	0.00	0.00	0.00	40.00	0.00%
01-00-4130 Recycling	0.00	15.00	321.00	225.00	29.91%

City of Castle Hills Statement of Revenue and Expenditures

Revised Budget
For (00)
For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Total Garbage Collection Revenues	0.00	81,701.90	490,321.00	495,953.22	(1.15%)
Misc Revenues					
01-00-4040 Insurance Claims/Refunds	0.00	662.25	5,000.00	12,470.70	(149.41%)
01-00-4060 Miscellaneous	0.00	19,928.76	3,000.00	32,468.78	(982.29%)
01-00-4065 Credit Card Fees	0.00	5,593.98	39,000.00	68,021.09	(74.41%)
01-00-4070 Donations	0.00	0.00	0.00	500.00	0.00%
01-00-4090 Interest	0.00	23,927.68	240,000.00	280,306.36	(16.79%)
01-00-4405 Shavano Park Dispatching	0.00	0.00	0.00	0.00	0.00%
01-00-4450 Passport Acceptance Office	0.00	1,330.00	30,000.00	31,430.00	(4.77%)
01-00-4500 Sale of Equipment	0.00	0.00	0.00	0.00	0.00%
01-00-4510 Animal Shelter Donations	0.00	0.00	0.00	0.00	0.00%
01-00-4520 Civic Participation	0.00	0.00	0.00	0.00	0.00%
01-00-4580 Grant Revenues	0.00	0.00	0.00	0.00	0.00%
01-00-8032 Transfer from American Rescue Plan	0.00	0.00	0.00	0.00	0.00%
01-00-8050 Handling fee for animal traps	0.00	125.00	0.00	1,225.00	0.00%
Total Misc Revenues	0.00	51,567.67	317,000.00	426,421.93	(34.52%)
Transfers-In Revenues					
01-00-4990 Transfer in From Fund Balance	0.00	0.00	0.00	0.00	0.00%
01-00-4999 Capital Lease Proceeds	0.00	0.00	0.00	0.00	0.00%
01-00-8004 Transfer from Animal Shelter Fund	0.00	0.00	0.00	0.00	0.00%
Total Transfers-In Revenues	0.00	0.00	0.00	0.00	0.00%
Grant Revenues					
01-00-4899 Grant Funds	0.00	0.00	0.00	0.00	0.00%
Total Grant Revenues	0.00	0.00	0.00	0.00	0.00%
Non-City Revenues					
01-00-4025 LGB Collections	0.00	0.00	0.00	0.00	0.00%
01-00-4310 Sales Tax - Garbage	0.00	0.00	0.00	0.00	0.00%
01-00-4400 Court Tax	0.00	0.00	0.00	0.00	0.00%
Total Non-City Revenues	0.00	0.00	0.00	0.00	0.00%
Total Revenues	\$ 0.00	\$ 788,203.96	\$ 8,363,219.00	\$ 8,817,808.10	(5.44%)
Excess of Revenues Over Expenditures	\$ 0.00	\$ 788,203.96	\$ 8,363,219.00	\$ 8,817,808.10	(5.44%)

City of Castle Hills Statement of Revenue and Expenditures

Revised Budget
For Administration (10)
For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Expenditures					
Undefined Sub-Type Expenditures					
01-10-5093 Branding Campaign	\$ 0.00	\$ 0.00	\$ 4,000.00	\$ 4,000.00	0.00%
01-10-9601 ARPA Expenditure	0.00	0.00	0.00	0.00	0.00%
01-10-9602 ARPA Incentive Pay	0.00	0.00	0.00	0.00	0.00%
Total Undefined Sub-Type Expenditures	0.00	0.00	4,000.00	4,000.00	0.00%
Salaries & Benefits Expenditures					
01-10-5001 Salaries-Full Time	0.00	43,278.71	480,420.00	517,198.91	(7.66%)
01-10-5002 Overtime	0.00	0.00	0.00	0.00	0.00%
01-10-5003 Salaries-Part Time-Contract	0.00	3,375.00	5,000.00	105,328.00	(2006.56%)
01-10-5005 Longevity Pay	0.00	40.00	500.00	449.00	10.20%
01-10-5006 Comp Time/Overtime	0.00	0.00	0.00	0.00	0.00%
01-10-5010 FICA	0.00	2,895.05	29,786.00	35,039.92	(17.64%)
01-10-5012 Medicare	0.00	677.05	6,966.00	8,300.48	(19.16%)
01-10-5015 Employee Insurance	0.00	3,941.06	48,380.00	47,857.00	1.08%
01-10-5018 TMRS-Employee Retirement	0.00	7,433.50	82,440.00	88,442.18	(7.28%)
01-10-5020 Workers' Compensation	0.00	0.00	2,928.00	3,643.04	(24.42%)
Total Salaries & Benefits Expenditures	0.00	61,640.37	656,420.00	806,258.53	(22.83%)
General Supplies/Materials Expenditures					
01-10-5040 Office Supplies/Printing	0.00	1,132.64	6,000.00	6,453.95	(7.57%)
01-10-5045 Office Equip/Software	0.00	0.00	0.00	0.00	0.00%
01-10-5047 Postage	0.00	900.00	10,000.00	12,939.57	(29.40%)
01-10-5049 Printing - Temp Signs	0.00	0.00	0.00	0.00	0.00%
01-10-5070 Miscellaneous	0.00	596.67	6,000.00	25,546.69	(325.78%)
01-10-5080 Uniforms	0.00	0.00	500.00	1,279.58	(155.92%)
Total General Supplies/Materials Expenditures	0.00	2,629.31	22,500.00	46,219.79	(105.42%)
Services Expenditures					
01-10-5048 Subscriptions & Dues	0.00	494.19	5,000.00	8,003.93	(60.08%)
01-10-5050 Newsletters/Postcards	0.00	0.00	2,000.00	2,684.06	(34.20%)
01-10-5052 Newspaper Publications/Ads	0.00	303.50	8,500.00	6,541.18	23.04%
01-10-5057 Record Storage	0.00	249.60	2,500.00	2,843.40	(13.74%)
01-10-5074 Training/Prof Meetings	0.00	1,151.80	5,000.00	7,575.15	(51.50%)
01-10-5076 Medical	0.00	200.00	200.00	375.00	(87.50%)
01-10-5077 Abatement/ROW/Lawn Maintenance	0.00	0.00	1,500.00	0.00	100.00%
01-10-5082 Mayor/Council Expenses	0.00	105.53	7,500.00	11,443.52	(52.58%)
01-10-5097 Insurance Claims	0.00	2,587.41	0.00	16,565.61	0.00%
Total Services Expenditures	0.00	5,092.03	32,200.00	56,031.85	(74.01%)
Contractual Expenditures					
01-10-5025 City Engineer/Plat Fees	0.00	12,400.30	30,000.00	34,455.56	(14.85%)
01-10-5027 Building Inspector	0.00	5,100.00	40,000.00	62,442.50	(56.11%)
01-10-5028 Sanitation Inspectors	0.00	2,024.00	12,000.00	14,053.00	(17.11%)
01-10-5041 IT Support	0.00	3,479.14	26,000.00	54,768.04	(110.65%)
01-10-5042 Incode & Asyst Updates/Maint	0.00	0.00	16,000.00	10,816.56	32.40%
01-10-5046 Election Expenses	0.00	0.00	7,000.00	0.00	100.00%

City of Castle Hills Statement of Revenue and Expenditures

*Revised Budget
For Administration (10)
For the Fiscal Period 2025-12 Ending September 30, 2025*

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
01-10-5053 Website Hosting/Maint	0.00	0.00	7,000.00	8,605.96	(22.94%)
01-10-5055 Audit	0.00	0.00	23,000.00	39,600.00	(72.17%)
01-10-5058 Rackspace-Email	0.00	234.35	4,000.00	2,700.40	32.49%
01-10-5060 Attorney/Legal Fees	0.00	7,354.50	70,000.00	88,079.36	(25.83%)
01-10-5072 Bexar Appraisal District/Tax Assessor	0.00	6,891.00	22,000.00	30,883.96	(40.38%)
01-10-5075 Property/Casualty Insurance	0.00	0.00	0.00	81,054.82	0.00%
01-10-5085 Equipment Leases	0.00	1,111.23	6,000.00	11,364.73	(89.41%)
01-10-5089 Credit Card Fees	0.00	6,572.42	11,000.00	62,957.90	(472.34%)
Total Contractual Expenditures	0.00	45,166.94	274,000.00	501,782.79	(83.13%)
Equipment/Build/Maintenance Expenditures					
01-10-5035 Fuel	0.00	139.04	2,500.00	1,669.36	33.23%
01-10-5065 Bldg Maint/Supplies	0.00	8,960.54	13,550.00	26,197.19	(93.34%)
01-10-5066 Vehicle Maint/Misc	0.00	2.00	2,000.00	1,189.42	40.53%
Total Equipment/Build/Maintenance Expenditures	0.00	9,101.58	18,050.00	29,055.97	(60.97%)
Utilities Expenditures					
01-10-5030 Utilities	0.00	2,525.23	22,000.00	24,524.05	(11.47%)
01-10-5069 Cell Phone/Radio Maint	0.00	125.05	1,000.00	2,623.24	(162.32%)
01-10-5081 Telephone	0.00	424.01	0.00	4,249.21	0.00%
Total Utilities Expenditures	0.00	3,074.29	23,000.00	31,396.50	(36.51%)
Department Specific Expenditures					
01-10-5043 Paperless Automation	0.00	0.00	1,000.00	0.00	100.00%
01-10-5056 MuniCode Updates	0.00	0.00	5,000.00	6,026.00	(20.52%)
01-10-5090 Animal Control	0.00	0.00	0.00	0.00	0.00%
01-10-5091 Economic Development Committee	0.00	3,000.00	5,000.00	11,398.59	(127.97%)
01-10-5099 Arborist	0.00	0.00	1,000.00	1,200.00	(20.00%)
Total Department Specific Expenditures	0.00	3,000.00	12,000.00	18,624.59	(55.20%)
Transfers Expenditures					
01-10-5098 Transfer to Commons	0.00	0.00	0.00	0.00	0.00%
01-10-5246 Transfer for Sup Street & Drain	0.00	0.00	0.00	0.00	0.00%
Total Transfers Expenditures	0.00	0.00	0.00	0.00	0.00%
Transfers for Future Expenditures					
01-10-5245 Transfer for Tech Upgrades	0.00	0.00	3,500.00	3,500.00	0.00%
Total Transfers for Future Expenditures	0.00	0.00	3,500.00	3,500.00	0.00%
Capital Outlay Expenditures					
01-10-8003 Non-Capital Outlay	0.00	0.00	0.00	0.00	0.00%
Total Capital Outlay Expenditures	0.00	0.00	0.00	0.00	0.00%
Non-City Expenses Expenditures					
01-10-5087 Sales Tax - Garbage	0.00	0.00	0.00	0.00	0.00%
Total Non-City Expenses Expenditures	0.00	0.00	0.00	0.00	0.00%
Total Administration Expenditures	\$ 0.00	\$ 129,704.52	\$ 1,045,670.00	\$ 1,496,870.02	(43.15%)

City of Castle Hills
Statement of Revenue and Expenditures
Revised Budget
For Administration (10)
For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Administration Excess of Revenues Over Expenditures \$	0.00 \$	(129,704.52) \$	(1,045,670.00) \$	(1,496,870.02)	(43.15%)

City of Castle Hills Statement of Revenue and Expenditures

Revised Budget
For Municipal Court (20)
For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
Non-City Revenues					
01-20-4025 LGB Collections	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
Total Non-City Revenues	0.00	0.00	0.00	0.00	0.00%
Total Municipal Court Revenues	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
Expenditures					
Salaries & Benefits Expenditures					
01-20-5001 Salaries-Full Time	\$ 0.00	\$ 7,735.20	\$ 91,016.00	\$ 68,483.46	24.76%
01-20-5002 Overtime	0.00	0.00	0.00	0.00	0.00%
01-20-5003 Salaries-Part Time/ Seasonal	0.00	0.00	0.00	0.00	0.00%
01-20-5005 Longevity Pay	0.00	14.00	72.00	137.00	(90.28%)
01-20-5006 Comp Time	0.00	0.00	0.00	0.00	0.00%
01-20-5010 FICA	0.00	480.46	5,643.00	4,254.53	24.61%
01-20-5012 Medicare	0.00	112.36	1,320.00	995.01	24.62%
01-20-5015 Employee Insurance	0.00	574.08	13,823.00	6,183.33	55.27%
01-20-5018 TMRS-Employee Retirement	0.00	1,329.76	15,618.00	11,740.34	24.83%
01-20-5020 Workers' Compensation	0.00	0.00	0.00	0.00	0.00%
Total Salaries & Benefits Expenditures	0.00	10,245.86	127,492.00	91,793.67	28.00%
General Supplies/Materials Expenditures					
01-20-5040 Office/Printing	0.00	209.41	3,200.00	3,421.32	(6.92%)
01-20-5045 Office Equip/Software	0.00	0.00	100.00	0.00	100.00%
01-20-5070 Miscellaneous	0.00	0.00	100.00	872.42	(772.42%)
Total General Supplies/Materials Expenditures	0.00	209.41	3,400.00	4,293.74	(26.29%)
Services Expenditures					
01-20-5074 Training/Prof Meetings	0.00	0.00	3,000.00	3,711.76	(23.73%)
01-20-5168 Refunds/Overpayments	0.00	0.00	0.00	0.00	0.00%
Total Services Expenditures	0.00	0.00	3,000.00	3,711.76	(23.73%)
Contractual Expenditures					
01-20-5041 IT Support	0.00	779.85	7,500.00	14,172.73	(88.97%)
Total Contractual Expenditures	0.00	779.85	7,500.00	14,172.73	(88.97%)
Utilities Expenditures					
01-20-5030 UTILITIES	0.00	0.00	0.00	57.62	0.00%
01-20-5069 Cell Phone/Radio Maint	0.00	83.46	1,550.00	1,028.57	33.64%
Total Utilities Expenditures	0.00	83.46	1,550.00	1,086.19	29.92%
Department Specific Expenditures					
01-20-5095 Magistrate Fees	0.00	300.00	1,300.00	1,700.00	(30.77%)
01-20-5125 Judge/Prosecutor Salary	0.00	5,725.00	60,000.00	64,600.00	(7.67%)
01-20-5128 Warrant Execution	0.00	11,100.00	90,000.00	156,350.00	(73.72%)
Total Department Specific Expenditures	0.00	17,125.00	151,300.00	222,650.00	(47.16%)

City of Castle Hills
Statement of Revenue and Expenditures

Revised Budget
For Municipal Court (20)
For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Non-City Expenses Expenditures					
01-20-5088 Collection Fees	0.00	0.00	0.00	0.00	0.00%
01-20-5127 Court Tax	0.00	0.00	0.00	0.00	0.00%
01-20-5129 Seatbelt Fees	0.00	0.00	0.00	0.00	0.00%
Total Non-City Expenses Expenditures	0.00	0.00	0.00	0.00	0.00%
Total Municipal Court Expenditures	\$ 0.00	\$ 28,443.58	\$ 294,242.00	\$ 337,708.09	(14.77%)
Municipal Court Excess of Revenues Over Expenditures \$	0.00	\$ (28,443.58)	\$ (294,242.00)	\$ (337,708.09)	(14.77%)

City of Castle Hills Statement of Revenue and Expenditures

Revised Budget
For Police Department (30)
For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Expenditures					
Salaries & Benefits Expenditures					
01-30-5001 Salaries-Full Time	\$ 0.00	\$ 153,364.72	\$ 2,324,862.00	\$ 1,983,838.45	14.67%
01-30-5002 S.T.E.P. Overtime	0.00	5,866.83	45,000.00	73,603.81	(63.56%)
01-30-5003 Salaries-Part Time	0.00	1,177.66	15,000.00	4,921.73	67.19%
01-30-5004 Reimbursed Salary	0.00	0.00	0.00	0.00	0.00%
01-30-5005 Longevity Pay	0.00	0.00	0.00	25.00	0.00%
01-30-5006 Comp Time/Overtime	0.00	10,825.99	26,250.00	105,555.02	(302.11%)
01-30-5010 FICA	0.00	10,616.56	144,141.00	134,303.89	6.82%
01-30-5012 Medicare	0.00	2,482.90	33,710.00	31,413.69	6.81%
01-30-5015 Employee Insurance	0.00	13,508.11	207,340.00	167,507.56	19.21%
01-30-5018 TMRS-Employee Retirement	0.00	29,059.81	398,946.00	369,180.81	7.46%
01-30-5020 Workers' Compensation	0.00	0.00	27,022.00	28,247.21	(4.53%)
Total Salaries & Benefits Expenditures	0.00	226,902.58	3,222,271.00	2,898,597.17	10.04%
General Supplies/Materials Expenditures					
01-30-5040 Office/Printing	0.00	79.17	2,400.00	1,672.72	30.30%
01-30-5045 Office Equip/Software	0.00	0.00	0.00	0.00	0.00%
01-30-5070 Miscellaneous	0.00	0.00	750.00	782.02	(4.27%)
01-30-5080 Uniforms	0.00	5,611.41	24,700.00	26,024.20	(5.36%)
Total General Supplies/Materials Expenditures	0.00	5,690.58	27,850.00	28,478.94	(2.26%)
Services Expenditures					
01-30-5048 Subscriptions & Dues	0.00	0.00	600.00	545.34	9.11%
01-30-5052 Newspaper Publications	0.00	0.00	0.00	0.00	0.00%
01-30-5074 Training/Prof Meetings	0.00	460.00	20,000.00	12,238.14	38.81%
01-30-5076 Medical	0.00	350.00	2,000.00	4,031.06	(101.55%)
01-30-5097 Insurance Claims	0.00	0.00	0.00	0.00	0.00%
Total Services Expenditures	0.00	810.00	22,600.00	16,814.54	25.60%
Contractual Expenditures					
01-30-5041 IT Support	0.00	0.00	20,000.00	47,904.05	(139.52%)
01-30-5062 Radio/Tower Fees City of SA	0.00	836.57	10,000.00	10,454.23	(4.54%)
01-30-5064 Radio Yearly Maintenacne Hand Held/C	0.00	0.00	1,500.00	0.00	100.00%
01-30-5085 Equipment Leases	0.00	580.00	6,000.00	7,164.48	(19.41%)
01-30-5086 Dispatch	0.00	0.00	0.00	0.00	0.00%
Total Contractual Expenditures	0.00	1,416.57	37,500.00	65,522.76	(74.73%)
Equipment/Build/Maintenance Expenditures					
01-30-5035 Fuel	0.00	4,049.85	25,000.00	37,076.94	(48.31%)
01-30-5065 Bldg Maint/Supplies	0.00	654.26	7,000.00	12,246.30	(74.95%)
01-30-5066 Vehicle Maintenance/Supplies	0.00	4,048.95	12,500.00	23,677.33	(89.42%)
01-30-5068 Maint-Equipment	0.00	2,134.02	9,000.00	7,830.75	12.99%
Total Equipment/Build/Maintenance Expenditures	0.00	10,887.08	53,500.00	80,831.32	(51.09%)
Utilities Expenditures					
01-30-5030 Utilities	0.00	4,070.19	24,000.00	43,935.31	(83.06%)
01-30-5069 Cell Phone/Radio Maint	0.00	573.55	11,500.00	10,958.87	4.71%

City of Castle Hills Statement of Revenue and Expenditures

*Revised Budget
For Police Department (30)
For the Fiscal Period 2025-12 Ending September 30, 2025*

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
01-30-5081 Telephone	0.00	1,035.25	0.00	10,413.15	0.00%
01-30-5230 DO NOT USE	0.00	0.00	0.00	0.00	0.00%
Total Utilities Expenditures	0.00	5,678.99	35,500.00	65,307.33	(83.96%)
Department Specific Expenditures					
01-30-5079 Equipment Purchase	0.00	0.00	10,000.00	16,883.43	(68.83%)
01-30-5084 EMT Supplies	0.00	0.00	0.00	0.00	0.00%
01-30-5095 Magistrate Fees	0.00	0.00	0.00	0.00	0.00%
01-30-5239 Investigative Evidence/Testing	0.00	940.00	7,000.00	5,041.00	27.99%
01-30-5240 CID	0.00	1,107.04	2,000.00	7,776.92	(288.85%)
01-30-5265 Crime Prevention	0.00	0.00	0.00	0.00	0.00%
Total Department Specific Expenditures	0.00	2,047.04	19,000.00	29,701.35	(56.32%)
Transfers for Future Expenditures					
01-30-5245 Transfer for Tech Upgrades	0.00	0.00	8,000.00	0.00	100.00%
Total Transfers for Future Expenditures	0.00	0.00	8,000.00	0.00	100.00%
Capital Outlay Expenditures					
01-30-8000 Capital Outlay Expenses	0.00	0.00	0.00	0.00	0.00%
01-30-8003 Non-Capital Outlay	0.00	0.00	0.00	0.00	0.00%
Total Capital Outlay Expenditures	0.00	0.00	0.00	0.00	0.00%
Total Police Department Expenditures	\$ 0.00	\$ 253,432.84	\$ 3,426,221.00	\$ 3,185,253.41	7.03%
Police Department Excess of Revenues Over Expenditu	\$ 0.00	\$ (253,432.84)	\$ (3,426,221.00)	\$ (3,185,253.41)	7.03%

City of Castle Hills Statement of Revenue and Expenditures

Revised Budget
For Fire Department (40)
For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Expenditures					
Salaries & Benefits Expenditures					
01-40-5001 Salaries-Full Time	\$ 0.00	\$ 135,398.24	\$ 1,441,482.00	\$ 1,465,370.24	(1.66%)
01-40-5002 Retainer Overtime	0.00	5,463.72	50,000.00	93,462.92	(86.93%)
01-40-5003 Salaries-Part Time-Contract	0.00	0.00	0.00	0.00	0.00%
01-40-5005 Longevity Pay	0.00	0.00	0.00	0.00	0.00%
01-40-5010 FICA	0.00	8,733.48	89,372.00	96,647.71	(8.14%)
01-40-5012 Medicare	0.00	2,042.54	20,901.00	22,603.21	(8.14%)
01-40-5015 Employee Insurance	0.00	10,130.26	138,230.00	106,268.63	23.12%
01-40-5018 TMRS-Employee Retirement	0.00	24,171.92	247,358.00	266,462.06	(7.72%)
01-40-5020 Workers' Compensation	0.00	0.00	44,834.00	46,123.68	(2.88%)
Total Salaries & Benefits Expenditures	0.00	185,940.16	2,032,177.00	2,096,938.45	(3.19%)
General Supplies/Materials Expenditures					
01-40-5040 Office/Printing	0.00	0.00	1,500.00	1,641.02	(9.40%)
01-40-5045 Office Equip/Software	0.00	0.00	1,000.00	1,205.78	(20.58%)
01-40-5070 Miscellaneous	0.00	0.00	0.00	70.00	0.00%
01-40-5080 Uniforms	0.00	1,760.53	13,500.00	17,327.70	(28.35%)
Total General Supplies/Materials Expenditures	0.00	1,760.53	16,000.00	20,244.50	(26.53%)
Services Expenditures					
01-40-5052 Newspaper Publications	0.00	0.00	0.00	0.00	0.00%
01-40-5074 Training/Prof Meetings	0.00	0.00	18,000.00	18,877.98	(4.88%)
01-40-5076 Medical	0.00	536.00	1,000.00	2,446.33	(144.63%)
01-40-5097 Insurance Claims	0.00	0.00	0.00	0.00	0.00%
Total Services Expenditures	0.00	536.00	19,000.00	21,324.31	(12.23%)
Contractual Expenditures					
01-40-5038 EMS Fees - Acadian	0.00	5,833.33	70,000.00	69,999.96	0.00%
01-40-5041 IT Support	0.00	882.60	20,500.00	28,139.92	(37.27%)
01-40-5062 Radio/Tower Fees City of SA	0.00	415.78	4,500.00	4,573.97	(1.64%)
01-40-5085 Equipment Leases	0.00	509.27	1,600.00	4,883.94	(205.25%)
Total Contractual Expenditures	0.00	7,640.98	96,600.00	107,597.79	(11.38%)
Equipment/Build/Maintenance Expenditures					
01-40-5035 Fuel	0.00	921.27	13,000.00	11,740.39	9.69%
01-40-5065 Bldg Maint/Supplies	0.00	549.87	14,000.00	16,797.19	(19.98%)
01-40-5066 Vehicle Maintenance/Supplies	0.00	121.97	6,000.00	7,007.36	(16.79%)
01-40-5068 Moblie Equipment-Maintenance/Supplie	0.00	7.99	38,000.00	54,257.49	(42.78%)
Total Equipment/Build/Maintenance Expenditures	0.00	1,601.10	71,000.00	89,802.43	(26.48%)
Utilities Expenditures					
01-40-5030 Utilities	0.00	1,527.01	16,000.00	17,255.56	(7.85%)
01-40-5069 Cell Phone/Radio Maint	0.00	164.96	3,000.00	5,948.22	(98.27%)
01-40-5081 Telephone	0.00	242.08	0.00	2,426.21	0.00%
Total Utilities Expenditures	0.00	1,934.05	19,000.00	25,629.99	(34.89%)

City of Castle Hills
Statement of Revenue and Expenditures

Revised Budget
For Fire Department (40)
For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Department Specific Expenditures					
01-40-5084 EMT Supplies	0.00	0.00	4,000.00	2,140.27	46.49%
01-40-8324 Fire (Firefighter Gear)	0.00	4,126.73	17,000.00	10,058.31	40.83%
Total Department Specific Expenditures	0.00	4,126.73	21,000.00	12,198.58	41.91%
Transfers for Future Expenditures					
01-40-5245 Transfer for Tech Upgrades	0.00	0.00	1,200.00	1,200.00	0.00%
Total Transfers for Future Expenditures	0.00	0.00	1,200.00	1,200.00	0.00%
Capital Outlay Expenditures					
01-40-8000 Capital Outlay Expenses	0.00	1,855.46	5,000.00	6,442.58	(28.85%)
01-40-8003 Non-Capital Outlay	0.00	0.00	0.00	0.00	0.00%
Total Capital Outlay Expenditures	0.00	1,855.46	5,000.00	6,442.58	(28.85%)
Total Fire Department Expenditures	\$ 0.00	\$ 205,395.01	\$ 2,280,977.00	\$ 2,381,378.63	(4.40%)
Fire Department Excess of Revenues Over Expenditure	\$ 0.00	\$ (205,395.01)	\$ (2,280,977.00)	\$ (2,381,378.63)	(4.40%)

City of Castle Hills Statement of Revenue and Expenditures

*Revised Budget
For Streets Department (50)
For the Fiscal Period 2025-12 Ending September 30, 2025*

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
Misc Revenues					
01-50-8050 Handling fee for animal traps	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
Total Misc Revenues	0.00	0.00	0.00	0.00	0.00%
Total Streets Department Revenues	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%

Expenditures

Salaries & Benefits Expenditures

01-50-5001 Salaries-Full Time	\$ 0.00	\$ 14,724.71	\$ 190,910.00	\$ 153,511.65	19.59%
01-50-5002 Overtime	0.00	165.39	3,000.00	4,303.72	(43.46%)
01-50-5003 Salaries-Part Time/ Seasonal	0.00	1,341.36	0.00	17,493.57	0.00%
01-50-5005 Longevity Pay	0.00	80.00	648.00	1,027.00	(58.49%)
01-50-5006 Comp Time/Overtime	0.00	0.00	0.00	0.00	0.00%
01-50-5010 FICA	0.00	1,011.31	11,836.00	10,932.81	7.63%
01-50-5012 Medicare	0.00	236.51	2,768.00	2,556.85	7.63%
01-50-5015 Employee Insurance	0.00	565.15	13,960.00	7,498.20	46.29%
01-50-5018 TMRS-Employee Retirement	0.00	2,799.05	32,760.00	30,143.99	7.99%
01-50-5020 Workers' Compensation	0.00	0.00	2,425.00	2,139.07	11.79%
01-50-6517 Kennel Care	0.00	0.00	3,800.00	0.00	100.00%
Total Salaries & Benefits Expenditures	0.00	20,923.48	262,107.00	229,606.86	12.40%

General Supplies/Materials Expenditures

01-50-5040 Office/Printing	0.00	0.00	1,300.00	204.76	84.25%
01-50-5045 Office Equip/Software	0.00	0.00	0.00	0.00	0.00%
01-50-5070 Miscellaneous	0.00	0.00	1,000.00	91.90	90.81%
01-50-5078 Safety Supplies	0.00	0.00	1,000.00	332.56	66.74%
01-50-5080 Uniforms	0.00	0.00	2,500.00	434.40	82.62%
Total General Supplies/Materials Expenditures	0.00	0.00	5,800.00	1,063.62	81.66%

Services Expenditures

01-50-5029 Janitorial Services	0.00	0.00	17,000.00	0.00	100.00%
01-50-5052 Newspaper Publications	0.00	0.00	0.00	0.00	0.00%
01-50-5074 Training/Prof Meetings	0.00	0.00	1,500.00	0.00	100.00%
01-50-5076 Medical	0.00	0.00	600.00	136.00	77.33%
01-50-5077 Lawn Maintenance	0.00	0.00	0.00	0.00	0.00%
01-50-5097 Insurance Claims	0.00	0.00	0.00	0.00	0.00%
Total Services Expenditures	0.00	0.00	19,100.00	136.00	99.29%

Contractual Expenditures

01-50-5041 IT Support	0.00	349.95	3,500.00	5,072.44	(44.93%)
01-50-5085 Equipment Leases	0.00	161.67	2,500.00	2,523.41	(0.94%)
Total Contractual Expenditures	0.00	511.62	6,000.00	7,595.85	(26.60%)

Equipment/Build/Maintenance Expenditures

01-50-5035 Fuel	0.00	1,419.18	8,000.00	13,075.33	(63.44%)
01-50-5065 Bldg Maint/Supplies	0.00	0.00	3,200.00	406.50	87.30%

City of Castle Hills
Statement of Revenue and Expenditures
Revised Budget
For Streets Department (50)
For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
01-50-5066 Vehicle Maintenance/Supplies	0.00	0.00	14,000.00	0.00	100.00%
01-50-5068 Mobile Equipment-Maintenance/Supplie	0.00	365.09	0.00	25,420.29	0.00%
Total Equipment/Build/Maintenance Expenditures	0.00	1,784.27	25,200.00	38,902.12	(54.37%)
Utilities Expenditures					
01-50-5030 Utilities	0.00	782.96	9,000.00	8,204.48	8.84%
01-50-5071 Street Lights	0.00	5,730.59	65,000.00	69,306.46	(6.63%)
01-50-5081 Telephone	0.00	89.08	0.00	892.75	0.00%
Total Utilities Expenditures	0.00	6,602.63	74,000.00	78,403.69	(5.95%)
Department Specific Expenditures					
01-50-5073 Street Signs	0.00	1,320.55	5,000.00	5,234.34	(4.69%)
01-50-5090 Animal Control	0.00	298.98	3,000.00	4,147.32	(38.24%)
01-50-8530 Commons	0.00	69.01	3,500.00	4,524.97	(29.28%)
01-50-8535 Christmas Decorations	0.00	171.25	3,000.00	7,259.75	(141.99%)
01-50-9052 Street Maintenance (Minor) Infrastructur	0.00	3,510.01	45,000.00	58,156.88	(29.24%)
Total Department Specific Expenditures	0.00	5,369.80	59,500.00	79,323.26	(33.32%)
Transfers for Future Expenditures					
01-50-5245 Transfer for Tech Upgrades	0.00	0.00	400.00	400.00	0.00%
Total Transfers for Future Expenditures	0.00	0.00	400.00	400.00	0.00%
Capital Outlay Expenditures					
01-50-8000 Capital Outlay Expenses	0.00	0.00	8,000.00	0.00	100.00%
01-50-8003 Non-Capital Outlay	0.00	0.00	2,300.00	1,348.99	41.35%
01-50-9053 Street Maintenance (Prior Council Appro	0.00	0.00	0.00	40,075.00	0.00%
Total Capital Outlay Expenditures	0.00	0.00	10,300.00	41,423.99	(302.17%)
Total Streets Department Expenditures	\$ 0.00	\$ 35,191.80	\$ 462,407.00	\$ 476,855.39	(3.12%)
Streets Department Excess of Revenues Over Expendit	\$ 0.00	\$ (35,191.80)	\$ (462,407.00)	\$ (476,855.39)	(3.12%)

City of Castle Hills Statement of Revenue and Expenditures

*Revised Budget
For Sanitation Department (60)
For the Fiscal Period 2025-12 Ending September 30, 2025*

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Expenditures					
Salaries & Benefits Expenditures					
01-60-5001 Salaries-Full Time	\$ 0.00	\$ 12,476.15	\$ 267,361.00	\$ 165,316.20	38.17%
01-60-5002 Overtime	0.00	0.00	0.00	34.50	0.00%
01-60-5003 Salaries-Part Time/ Seasonal	0.00	19,035.58	0.00	225,294.92	0.00%
01-60-5005 Longevity Pay	0.00	2.00	696.00	428.00	38.51%
01-60-5010 FICA	0.00	773.63	16,576.00	10,278.17	37.99%
01-60-5012 Medicare	0.00	180.94	3,877.00	2,403.89	38.00%
01-60-5015 Employee Insurance	0.00	1,660.48	20,732.00	18,140.78	12.50%
01-60-5018 TMRS-Employee Retirement	0.00	2,141.25	45,879.00	28,339.18	38.23%
01-60-5020 Workers' Compensation	0.00	0.00	6,214.00	2,070.00	66.69%
Total Salaries & Benefits Expenditures	0.00	36,270.03	361,335.00	452,305.64	(25.18%)
General Supplies/Materials Expenditures					
01-60-5070 Miscellaneous	0.00	0.00	1,000.00	0.00	100.00%
01-60-5078 Safety Supplies	0.00	0.00	1,000.00	0.00	100.00%
01-60-5080 Uniforms	0.00	0.00	3,700.00	2,779.93	24.87%
Total General Supplies/Materials Expenditures	0.00	0.00	5,700.00	2,779.93	51.23%
Services Expenditures					
01-60-5076 Medical	0.00	253.00	600.00	673.00	(12.17%)
Total Services Expenditures	0.00	253.00	600.00	673.00	(12.17%)
Contractual Expenditures					
01-60-5092 Construcion/Engineering Fees	0.00	0.00	0.00	0.00	0.00%
Total Contractual Expenditures	0.00	0.00	0.00	0.00	0.00%
Equipment/Build/Maintenance Expenditures					
01-60-5035 Fuel	0.00	1,295.36	24,000.00	23,138.80	3.59%
01-60-5065 Bldg Maint/Supplies	0.00	0.00	6,000.00	3,717.63	38.04%
01-60-5066 Vehicle Maintenance/Supplies	0.00	0.00	15,000.00	0.00	100.00%
01-60-5068 Mobile Equipment-Maintenance/Supplie	0.00	2,472.57	18,000.00	72,125.07	(300.69%)
Total Equipment/Build/Maintenance Expenditures	0.00	3,767.93	63,000.00	98,981.50	(57.11%)
Utilities Expenditures					
01-60-5069 Cell Phone/Radio Maint	0.00	47.81	800.00	573.78	28.28%
Total Utilities Expenditures	0.00	47.81	800.00	573.78	28.28%
Department Specific Expenditures					
01-60-5023 Special Collection	0.00	0.00	8,000.00	6,049.68	24.38%
01-60-5024 Recycle Fees	0.00	1,414.02	4,500.00	8,207.69	(82.39%)
01-60-5026 Landfill Fees	0.00	15,720.08	180,000.00	144,728.57	19.60%
01-60-5090 Animal Control	0.00	0.00	0.00	0.00	0.00%
01-60-5094 Material & Supplies	0.00	0.00	0.00	0.00	0.00%
01-60-5096 Insect Control	0.00	0.00	3,000.00	2,515.00	16.17%
Total Department Specific Expenditures	0.00	17,134.10	195,500.00	161,500.94	17.39%

City of Castle Hills
Statement of Revenue and Expenditures
Revised Budget
For Sanitation Department (60)
For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Capital Outlay Expenditures					
01-60-8000 Capital Outlay Expenses	0.00	0.00	0.00	0.00	0.00%
01-60-8003 Non-Capital Outlay	0.00	0.00	0.00	0.00	0.00%
Total Capital Outlay Expenditures	0.00	0.00	0.00	0.00	0.00%
Total Sanitation Department Expenditures	\$ 0.00	\$ 57,472.87	\$ 626,935.00	\$ 716,814.79	(14.34%)
Sanitation Department Excess of Revenues Over Expen	\$ 0.00	\$ (57,472.87)	\$ (626,935.00)	\$ (716,814.79)	(14.34%)

City of Castle Hills Statement of Revenue and Expenditures

Revised Budget
For Other Payroll (70)
For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Expenditures					
Salaries & Benefits Expenditures					
01-70-5010 FICA	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
01-70-5012 Medicare	0.00	0.00	0.00	0.00	0.00%
01-70-5015 Employee Insurance	0.00	0.00	0.00	0.00	0.00%
01-70-5018 TMRS-Employee Retirement	0.00	0.00	0.00	0.00	0.00%
01-70-6500 Other Payroll	0.00	0.00	0.00	0.00	0.00%
01-70-6513 Retiree Sick Leave Pay	0.00	0.00	0.00	0.00	0.00%
01-70-6517 Kennel Care	0.00	0.00	0.00	0.00	0.00%
01-70-6518 Vacation/Comp Liability	0.00	0.00	0.00	0.00	0.00%
01-70-6520 TWC-Unemployment Benefits	0.00	0.00	0.00	0.00	0.00%
Total Salaries & Benefits Expenditures	0.00	0.00	0.00	0.00	0.00%
Total Other Payroll Expenditures	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
Other Payroll Excess of Revenues Over Expenditures	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%

City of Castle Hills
Statement of Revenue and Expenditures
 Revised Budget
 For Capital Expenses (80)
 For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
Transfers-In Revenues					
01-80-9500 Excess of Revenues Over Expenditures	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
Total Transfers-In Revenues	0.00	0.00	0.00	0.00	0.00%
Total Capital Expenses Revenues	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%

Expenditures

Department Specific Expenditures

01-80-8324 Fire (Firefighter Gear)	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
01-80-8535 Christmas Decorations	0.00	0.00	0.00	0.00	0.00%
01-80-8540 Civic Participation Expense	0.00	0.00	0.00	0.00	0.00%
01-80-8890 COVID-19 Expenditure	0.00	0.00	0.00	0.00	0.00%
01-80-8892 Security/Riot/Terrorizm Supplies	0.00	0.00	0.00	0.00	0.00%
Total Department Specific Expenditures	0.00	0.00	0.00	0.00	0.00%

Transfers Expenditures

01-80-9042 Transfer To Fund 22	0.00	0.00	0.00	0.00	0.00%
Total Transfers Expenditures	0.00	0.00	0.00	0.00	0.00%

Transfers for Future Expenditures

01-80-8024 Fire- Future (Radios)	0.00	0.00	5,000.00	5,000.00	0.00%
01-80-8025 Fire - Future Vehicle Purchase	0.00	0.00	25,000.00	25,000.00	0.00%
01-80-8026 Fire - Future Rescue Trk Purchase	0.00	0.00	10,000.00	10,000.00	0.00%
01-80-8035 Pub Works - Future Vehicle Purchase	0.00	0.00	50,000.00	50,000.00	0.00%
01-80-8325 Fire - Future SCBA Purchase	0.00	0.00	15,000.00	15,000.00	0.00%
Total Transfers for Future Expenditures	0.00	0.00	105,000.00	105,000.00	0.00%

Capital Outlay Expenditures

01-80-8000 Capital Purchases	0.00	0.00	24,000.00	24,063.00	(0.26%)
01-80-8005 Monument Entrance Signs	0.00	0.00	3,000.00	0.00	100.00%
01-80-8010 Admin Equip Purchase	0.00	0.00	0.00	0.00	0.00%
01-80-8020 City Hall Improvements	0.00	0.00	0.00	0.00	0.00%
01-80-8027 Fire-Pumper Truck Purchase	0.00	0.00	11,230.00	11,230.00	0.00%
01-80-8030 Commons Capital Expenes	0.00	501.70	0.00	8,254.25	0.00%
01-80-8310 Fire (Equipment)	0.00	0.00	0.00	0.00	0.00%
01-80-8410 Street (Bldg & Equip)	0.00	0.00	0.00	0.00	0.00%
01-80-8510 Sanitation (Equipment)	0.00	0.00	0.00	0.00	0.00%
Total Capital Outlay Expenditures	0.00	501.70	38,230.00	43,547.25	(13.91%)

Debt Service Payments Expenditures

01-80-8320 Fire (Bldg Related)	0.00	0.00	0.00	0.00	0.00%
01-80-8330 Fire Truck - Principal	0.00	0.00	85,169.00	85,169.23	0.00%
01-80-8332 Fire Truck - Interest	0.00	0.00	2,368.00	2,367.67	0.01%
Total Debt Service Payments Expenditures	0.00	0.00	87,537.00	87,536.90	0.00%

City of Castle Hills
Statement of Revenue and Expenditures
Revised Budget
For Capital Expenses (80)
For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Total Capital Expenses Expenditures	\$ 0.00	\$ 501.70	\$ 230,767.00	\$ 236,084.15	(2.30%)
Capital Expenses Excess of Revenues Over Expenditur	\$ 0.00	\$ (501.70)	\$ (230,767.00)	\$ (236,084.15)	(2.30%)

City of Castle Hills
Statement of Revenue and Expenditures
Revised Budget

For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Total Revenues	\$ 0.00	\$ 788,203.96	\$ 8,363,219.00	\$ 8,817,808.10	(5.44%)
Total Expenditures	\$ 0.00	\$ 710,142.32	\$ 8,367,219.00	\$ 8,830,964.48	(5.54%)
Total Excess of Revenues Over Expenditures	\$ 0.00	\$ 78,061.64	\$ (4,000.00)	\$ (13,156.38)	(228.91%)

City of Castle Hills Statement of Revenue and Expenditures

*Revised Budget
For Child Safety Fund (02)
For the Fiscal Period 2025-12 Ending September 30, 2025*

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
Revenues					
Misc Revenues					
02-00-8604 Child Safety Fees	\$ 0.00	\$ 2,176.35	\$ 12,300.00	\$ 17,333.03	(40.92%)
Total Misc Revenues	0.00	2,176.35	12,300.00	17,333.03	(40.92%)
Transfers-In Revenues					
02-00-8603 Beginning Balance	0.00	0.00	0.00	0.00	0.00%
02-00-9500 Excess of Revenues Over Expenditures	0.00	0.00	0.00	0.00	0.00%
Total Transfers-In Revenues	0.00	0.00	0.00	0.00	0.00%
Total Revenues	0.00	2,176.35	12,300.00	17,333.03	(40.92%)
Total Child Safety Fund Revenues	\$ 0.00	\$ 2,176.35	\$ 12,300.00	\$ 17,333.03	(40.92%)
Expenditures					
Expenditures					
Salaries & Benefits Expenditures					
02-00-9012 Personnel	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
Total Salaries & Benefits Expenditures	0.00	0.00	0.00	0.00	0.00%
General Supplies/Materials Expenditures					
02-00-9030 Miscellaneous	0.00	0.00	1,000.00	0.00	100.00%
Total General Supplies/Materials Expenditures	0.00	0.00	1,000.00	0.00	100.00%
Equipment/Build/Maintenance Expenditures					
02-00-9010 Operations & Maintenance	0.00	0.00	0.00	0.00	0.00%
Total Equipment/Build/Maintenance Expenditures	0.00	0.00	0.00	0.00	0.00%
Department Specific Expenditures					
02-00-9024 Community Programs	0.00	0.00	0.00	0.00	0.00%
Total Department Specific Expenditures	0.00	0.00	0.00	0.00	0.00%
Capital Outlay Expenditures					
02-00-9005 Capital Expenses	0.00	0.00	0.00	0.00	0.00%
Total Capital Outlay Expenditures	0.00	0.00	0.00	0.00	0.00%
Total Expenditures	0.00	0.00	1,000.00	0.00	100.00%
Total Child Safety Fund Expenditures	\$ 0.00	\$ 0.00	\$ 1,000.00	\$ 0.00	100.00%
Child Safety Fund Excess of Revenues Over Expenditur	\$ 0.00	\$ 2,176.35	\$ 11,300.00	\$ 17,333.03	(53.39%)

City of Castle Hills Statement of Revenue and Expenditures

Revised Budget
For DEBT SERVICE FUND (03)
For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
Revenues					
Property Tax Revenues					
03-00-4200 Ad Valorem Taxes	\$ 0.00	\$ 137.13	\$ 515,850.00	\$ 505,623.91	1.98%
03-00-4202 Delinquent Ad Valorem	0.00	230.75	500.00	3,032.55	(506.51%)
03-00-4205 Penalties/Interest Ad Valorem	0.00	106.76	400.00	3,246.80	(711.70%)
Total Property Tax Revenues	0.00	474.64	516,750.00	511,903.26	0.94%
Misc Revenues					
03-00-4090 Interest	0.00	0.00	0.00	0.00	0.00%
03-00-8604 Revenue This Year	0.00	0.00	0.00	0.00	0.00%
03-00-8605 Donations	0.00	0.00	0.00	0.00	0.00%
Total Misc Revenues	0.00	0.00	0.00	0.00	0.00%
Transfers-In Revenues					
03-00-4999 Bond Proceeds	0.00	0.00	0.00	0.00	0.00%
03-00-8603 Beginning Balance	0.00	0.00	0.00	0.00	0.00%
03-00-8615 Transfer from Gen Fund	0.00	0.00	0.00	0.00	0.00%
03-00-9500 Excess of Revenues Over Expenditures	0.00	0.00	0.00	0.00	0.00%
Total Transfers-In Revenues	0.00	0.00	0.00	0.00	0.00%
Total Revenues	0.00	474.64	516,750.00	511,903.26	0.94%
Total DEBT SERVICE FUND Revenues	\$ 0.00	\$ 474.64	\$ 516,750.00	\$ 511,903.26	0.94%

Expenditures

Expenditures

Salaries & Benefits Expenditures

03-00-9012 Personnel	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
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Total Salaries & Benefits Expenditures	0.00	0.00	0.00	0.00	0.00%
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General Supplies/Materials Expenditures

03-00-9030 Miscellaneous	0.00	0.00	0.00	0.00	0.00%
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Total General Supplies/Materials Expenditures	0.00	0.00	0.00	0.00	0.00%
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Equipment/Build/Maintenance Expenditures

03-00-9010 Operations & Maintenance	0.00	0.00	400.00	320.00	20.00%
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Total Equipment/Build/Maintenance Expenditures	0.00	0.00	400.00	320.00	20.00%
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Capital Outlay Expenditures

03-00-9005 Capital Expenses	0.00	0.00	0.00	0.00	0.00%
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Total Capital Outlay Expenditures	0.00	0.00	0.00	0.00	0.00%
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Total Expenditures	0.00	0.00	400.00	320.00	20.00%
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City of Castle Hills
Statement of Revenue and Expenditures

Revised Budget
For DEBT SERVICE FUND (03)
For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Other Expense Expenditures					
Undefined Sub-Type Expenditures					
03-90-9803 2023 Certificate of Obligation Principal	0.00	0.00	145,000.00	145,000.00	0.00%
03-90-9804 2023 Certificate of Obligation Interest	0.00	0.00	181,225.00	181,225.00	0.00%
Total Undefined Sub-Type Expenditures	0.00	0.00	326,225.00	326,225.00	0.00%
Debt Service Payments Expenditures					
03-90-9801 2020 CO Principal	0.00	0.00	135,000.00	135,000.00	0.00%
03-90-9802 2020 CO Interest	0.00	0.00	54,225.00	54,225.00	0.00%
Total Debt Service Payments Expenditures	0.00	0.00	189,225.00	189,225.00	0.00%
Total Other Expense Expenditures	0.00	0.00	515,450.00	515,450.00	0.00%
Total DEBT SERVICE FUND Expenditures	\$ 0.00	\$ 0.00	\$ 515,850.00	\$ 515,770.00	0.02%
DEBT SERVICE FUND Excess of Revenues Over Expen	\$ 0.00	\$ 474.64	\$ 900.00	\$ (3,866.74)	529.64%

City of Castle Hills
Statement of Revenue and Expenditures
 Revised Budget
 For Animal Shelter Fund (04)
 For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
Revenues					
Permits/Licenses/Code Enf Revenues					
04-00-4050 Garage Sale Permits-Annual	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
Total Permits/Licenses/Code Enf Revenues	0.00	0.00	0.00	0.00	0.00%
Misc Revenues					
04-00-8604 Revenue This Year	0.00	0.00	0.00	0.00	0.00%
04-00-8605 Donations	0.00	0.00	300.00	500.00	(66.67%)
Total Misc Revenues	0.00	0.00	300.00	500.00	(66.67%)
Transfers-In Revenues					
04-00-8603 Beginning Balance	0.00	0.00	0.00	0.00	0.00%
04-00-9500 Excess of Revenues Over Expenditures	0.00	0.00	0.00	0.00	0.00%
Total Transfers-In Revenues	0.00	0.00	0.00	0.00	0.00%
Total Revenues	0.00	0.00	300.00	500.00	(66.67%)
Total Animal Shelter Fund Revenues	\$ 0.00	\$ 0.00	\$ 300.00	\$ 500.00	(66.67%)
Expenditures					
Expenditures					
Salaries & Benefits Expenditures					
04-00-9012 Personnel	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
Total Salaries & Benefits Expenditures	0.00	0.00	0.00	0.00	0.00%
Equipment/Build/Maintenance Expenditures					
04-00-9010 Operations & Maintenance	0.00	0.00	300.00	0.00	100.00%
Total Equipment/Build/Maintenance Expenditures	0.00	0.00	300.00	0.00	100.00%
Transfers Expenditures					
04-00-9048 Transfer to Fund 01	0.00	0.00	0.00	0.00	0.00%
Total Transfers Expenditures	0.00	0.00	0.00	0.00	0.00%
Capital Outlay Expenditures					
04-00-9005 Capital Expenses	0.00	0.00	0.00	0.00	0.00%
Total Capital Outlay Expenditures	0.00	0.00	0.00	0.00	0.00%
Total Expenditures	0.00	0.00	300.00	0.00	100.00%
Total Animal Shelter Fund Expenditures	\$ 0.00	\$ 0.00	\$ 300.00	\$ 0.00	100.00%
Animal Shelter Fund Excess of Revenues Over Expendit	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00%

City of Castle Hills Statement of Revenue and Expenditures

Revised Budget
For Mun Court Technology Fund (05)
For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
Revenues					
Misc Revenues					
05-00-8604 Court Technolgy Fees	\$ 0.00	\$ 2,021.35	\$ 15,000.00	\$ 25,459.28	(69.73%)
Total Misc Revenues	0.00	2,021.35	15,000.00	25,459.28	(69.73%)
Transfers-In Revenues					
05-00-8603 Beginning Balance	0.00	0.00	0.00	0.00	0.00%
05-00-8615 Transfer from Gen Fund	0.00	0.00	0.00	0.00	0.00%
05-00-9500 Excess of Revenues Over Expenditures	0.00	0.00	0.00	0.00	0.00%
Total Transfers-In Revenues	0.00	0.00	0.00	0.00	0.00%
Total Revenues	0.00	2,021.35	15,000.00	25,459.28	(69.73%)
Total Mun Court Technology Fund Revenues	\$ 0.00	\$ 2,021.35	\$ 15,000.00	\$ 25,459.28	(69.73%)
Expenditures					
Expenditures					
General Supplies/Materials Expenditures					
05-00-9026 Supplies	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
05-00-9030 Miscellaneous	0.00	0.00	0.00	0.00	0.00%
Total General Supplies/Materials Expenditures	0.00	0.00	0.00	0.00	0.00%
Equipment/Build/Maintenance Expenditures					
05-00-9008 Equipment Maintenance	0.00	492.44	10,000.00	25,308.17	(153.08%)
Total Equipment/Build/Maintenance Expenditures	0.00	492.44	10,000.00	25,308.17	(153.08%)
Capital Outlay Expenditures					
05-00-9006 Equipment Purchase	0.00	0.00	0.00	0.00	0.00%
Total Capital Outlay Expenditures	0.00	0.00	0.00	0.00	0.00%
Total Expenditures	0.00	492.44	10,000.00	25,308.17	(153.08%)
Total Mun Court Technology Fund Expenditures	\$ 0.00	\$ 492.44	\$ 10,000.00	\$ 25,308.17	(153.08%)
Mun Court Technology Fund Excess of Revenues Over	\$ 0.00	\$ 1,528.91	\$ 5,000.00	\$ 151.11	96.98%

City of Castle Hills Statement of Revenue and Expenditures

Revised Budget
For Mun Court Building Security Fund (06)
For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
Revenues					
Misc Revenues					
06-00-8604 Court Security Fund	\$ 0.00	\$ 2,430.19	\$ 18,000.00	\$ 30,540.35	(69.67%)
Total Misc Revenues	0.00	2,430.19	18,000.00	30,540.35	(69.67%)
Transfers-In Revenues					
06-00-8603 Beginning Balance	0.00	0.00	0.00	0.00	0.00%
06-00-9500 Excess of Revenues Over Expenditures	0.00	0.00	0.00	0.00	0.00%
Total Transfers-In Revenues	0.00	0.00	0.00	0.00	0.00%
Total Revenues	0.00	2,430.19	18,000.00	30,540.35	(69.67%)
Total Mun Court Building Security Fund Revenues	\$ 0.00	\$ 2,430.19	\$ 18,000.00	\$ 30,540.35	(69.67%)

Expenditures

Expenditures					
Salaries & Benefits Expenditures					
06-00-5002 Overtime	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
06-00-5010 FICA	0.00	0.00	0.00	0.00	0.00%
06-00-5012 Medicare	0.00	0.00	0.00	0.00	0.00%
06-00-5015 Employee Insurance	0.00	0.00	0.00	0.00	0.00%
06-00-5018 TMRS-Employee Retirement	0.00	0.00	0.00	0.00	0.00%
06-00-9012 Personnel	0.00	1,855.00	18,000.00	16,760.49	6.89%
06-00-9013 Salaries	0.00	0.00	0.00	0.00	0.00%
06-00-9018 FICA	0.00	0.00	0.00	0.00	0.00%
06-00-9019 Medicare	0.00	0.00	0.00	0.00	0.00%
06-00-9020 TMRS	0.00	0.00	0.00	0.00	0.00%
Total Salaries & Benefits Expenditures	0.00	1,855.00	18,000.00	16,760.49	6.89%
General Supplies/Materials Expenditures					
06-00-9030 Miscellaneous	0.00	0.00	0.00	0.00	0.00%
Total General Supplies/Materials Expenditures	0.00	0.00	0.00	0.00	0.00%
Equipment/Build/Maintenance Expenditures					
06-00-9010 Operations & Maintenance	0.00	0.00	0.00	0.00	0.00%
Total Equipment/Build/Maintenance Expenditures	0.00	0.00	0.00	0.00	0.00%
Capital Outlay Expenditures					
06-00-9005 Capital Expenses	0.00	0.00	0.00	0.00	0.00%
06-00-9006 Equipment Purchase	0.00	0.00	0.00	0.00	0.00%
Total Capital Outlay Expenditures	0.00	0.00	0.00	0.00	0.00%
Total Expenditures	0.00	1,855.00	18,000.00	16,760.49	6.89%
Total Mun Court Building Security Fund Expenditures	\$ 0.00	\$ 1,855.00	\$ 18,000.00	\$ 16,760.49	6.89%

City of Castle Hills
Statement of Revenue and Expenditures

Revised Budget
For Mun Court Building Security Fund (06)
For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Mun Court Building Security Fund Excess of Revenues \$	0.00 \$	575.19 \$	0.00 \$	13,779.86	0.00%

City of Castle Hills Statement of Revenue and Expenditures

*Revised Budget
For Mun Court Efficiency Fund (07)
For the Fiscal Period 2025-12 Ending September 30, 2025*

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
Revenues					
Misc Revenues					
07-00-8604 Court Efficiency Fund	\$ 0.00	\$ 103.18	\$ 1,240.00	\$ 1,315.16	(6.06%)
Total Misc Revenues	0.00	103.18	1,240.00	1,315.16	(6.06%)
Transfers-In Revenues					
07-00-8603 Beginning Balance	0.00	0.00	0.00	0.00	0.00%
07-00-9500 Excess of Revenues Over Expenditures	0.00	0.00	0.00	0.00	0.00%
Total Transfers-In Revenues	0.00	0.00	0.00	0.00	0.00%
Total Revenues	0.00	103.18	1,240.00	1,315.16	(6.06%)
Total Mun Court Efficiency Fund Revenues	\$ 0.00	\$ 103.18	\$ 1,240.00	\$ 1,315.16	(6.06%)
Expenditures					
Expenditures					
Salaries & Benefits Expenditures					
07-00-9012 Personnel	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
Total Salaries & Benefits Expenditures	0.00	0.00	0.00	0.00	0.00%
Services Expenditures					
07-00-5074 Training/Prof Meetings	0.00	0.00	600.00	0.00	100.00%
Total Services Expenditures	0.00	0.00	600.00	0.00	100.00%
Equipment/Build/Maintenance Expenditures					
07-00-9010 Operations & Maintenance	0.00	0.00	200.00	0.00	100.00%
Total Equipment/Build/Maintenance Expenditures	0.00	0.00	200.00	0.00	100.00%
Capital Outlay Expenditures					
07-00-9005 Capital Expenses	0.00	0.00	0.00	0.00	0.00%
07-00-9006 Equipment Purchase	0.00	0.00	0.00	0.00	0.00%
Total Capital Outlay Expenditures	0.00	0.00	0.00	0.00	0.00%
Total Expenditures	0.00	0.00	800.00	0.00	100.00%
Total Mun Court Efficiency Fund Expenditures	\$ 0.00	\$ 0.00	\$ 800.00	\$ 0.00	100.00%
Mun Court Efficiency Fund Excess of Revenues Over Ex	\$ 0.00	\$ 103.18	\$ 440.00	\$ 1,315.16	(198.90%)

City of Castle Hills Statement of Revenue and Expenditures

Revised Budget
For Street Maintenance Sales Tax Fund (08)
For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
Revenues					
Undefined Sub-Type Revenues					
08-00-8609 Revenue for Street Project	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
Total Undefined Sub-Type Revenues	0.00	0.00	0.00	0.00	0.00%
Digital Billboard Revenues					
08-00-8607 Digital Billboards	0.00	0.00	76,295.00	76,295.60	0.00%
Total Digital Billboard Revenues	0.00	0.00	76,295.00	76,295.60	0.00%
Misc Revenues					
08-00-4093 Interest Revenue - Leases	0.00	0.00	0.00	0.00	0.00%
08-00-8604 Revenue -Sales Tax	0.00	130,482.05	400,000.00	455,033.96	(13.76%)
Total Misc Revenues	0.00	130,482.05	400,000.00	455,033.96	(13.76%)
Transfers-In Revenues					
08-00-8603 Beginning Balance	0.00	0.00	0.00	0.00	0.00%
08-00-9500 Excess of Revenues Over Expenditures	0.00	0.00	0.00	0.00	0.00%
Total Transfers-In Revenues	0.00	0.00	0.00	0.00	0.00%
Total Revenues	0.00	130,482.05	476,295.00	531,329.56	(11.55%)
Total Street Maintenance Sales Tax Fund Revenues	\$ 0.00	\$ 130,482.05	\$ 476,295.00	\$ 531,329.56	(11.55%)

Expenditures

Expenditures

Undefined Sub-Type Expenditures

08-00-9306 2023 Street Projects	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
Total Undefined Sub-Type Expenditures	0.00	0.00	0.00	0.00	0.00%

Contractual Expenditures

08-00-9055 Engineering	0.00	0.00	0.00	0.00	0.00%
Total Contractual Expenditures	0.00	0.00	0.00	0.00	0.00%

Equipment/Build/Maintenance Expenditures

08-00-9010 Operations & Maintenance	0.00	0.00	0.00	0.00	0.00%
Total Equipment/Build/Maintenance Expenditures	0.00	0.00	0.00	0.00	0.00%

Department Specific Expenditures

08-00-9050 Street Repair (Major)	0.00	0.00	300,000.00	201,259.00	32.91%
08-00-9052 Street Maintenance (Minor)	0.00	0.00	0.00	0.00	0.00%
Total Department Specific Expenditures	0.00	0.00	300,000.00	201,259.00	32.91%

Transfers Expenditures

08-00-9045 Transfer to Fund 22	0.00	0.00	0.00	0.00	0.00%
08-00-9047 Transfer to Fund 10	0.00	0.00	0.00	0.00	0.00%

City of Castle Hills
Statement of Revenue and Expenditures

Revised Budget
For Street Maintenance Sales Tax Fund (08)
For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Total Transfers Expenditures	0.00	0.00	0.00	0.00	0.00%
Capital Outlay Expenditures					
08-00-9062 Seal Coat Bids	0.00	108,726.50	225,000.00	243,606.50	(8.27%)
08-00-9064 Roundup/Adobe Mill and Overlay	0.00	0.00	0.00	0.00	0.00%
08-00-9069 West Ave/Jackson Keller Mill & Overlay	0.00	0.00	0.00	0.00	0.00%
08-00-9071 2020 Street Projects	0.00	0.00	0.00	0.00	0.00%
08-00-9900 Prior Period Adj	0.00	0.00	0.00	0.00	0.00%
Total Capital Outlay Expenditures	0.00	108,726.50	225,000.00	243,606.50	(8.27%)
Total Expenditures	0.00	108,726.50	525,000.00	444,865.50	15.26%
Total Street Maintenance Sales Tax Fund Expenditure	\$ 0.00	\$ 108,726.50	\$ 525,000.00	\$ 444,865.50	15.26%
Street Maintenance Sales Tax Fund Excess of Revenue	\$ 0.00	\$ 21,755.55	\$ (48,705.00)	\$ 86,464.06	277.53%

City of Castle Hills Statement of Revenue and Expenditures

Revised Budget
For Contingency Fund Future Major Vehicles/Equipment (09)
For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
Revenues					
Misc Revenues					
09-00-4500 Sale of Equipment	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
09-00-8604 Revenue This Year	0.00	0.00	0.00	0.00	0.00%
Total Misc Revenues	0.00	0.00	0.00	0.00	0.00%
Transfers-In Revenues					
09-00-8600 Beginning Balance-Fire Department	0.00	0.00	0.00	0.00	0.00%
09-00-8601 Beginning Balance-Public Works	0.00	0.00	0.00	0.00	0.00%
09-00-8603 Beginning Balance	0.00	0.00	0.00	0.00	0.00%
09-00-8655 Transfer from Gen Fund-Fire Dept	0.00	0.00	66,230.00	66,230.00	0.00%
09-00-8667 Transfer from Gen Fund-Public Works	0.00	0.00	50,000.00	50,000.00	0.00%
09-00-9500 Excess of Revenues Over Expenditures	0.00	0.00	0.00	0.00	0.00%
Total Transfers-In Revenues	0.00	0.00	116,230.00	116,230.00	0.00%
Total Revenues	0.00	0.00	116,230.00	116,230.00	0.00%
Total Contingency Fund Future Major Vehicles/Equip	\$ 0.00	\$ 0.00	\$ 116,230.00	\$ 116,230.00	0.00%
Expenditures					
Expenditures					
Undefined Sub-Type Expenditures					
09-00-8333 Fire Future Pumper Truck	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
09-00-8334 Fire Future Rescue Truck	0.00	0.00	0.00	0.00	0.00%
09-00-8335 Fire Future Radios	0.00	0.00	0.00	0.00	0.00%
09-00-8336 Fire Vehicles	0.00	0.00	0.00	0.00	0.00%
09-00-8337 Fire SCBA	0.00	0.00	0.00	0.00	0.00%
09-00-8338 Public Works	0.00	0.00	0.00	0.00	0.00%
Total Undefined Sub-Type Expenditures	0.00	0.00	0.00	0.00	0.00%
Capital Outlay Expenditures					
09-00-9305 Fire Department	0.00	0.00	0.00	0.00	0.00%
09-00-9505 Public Works	0.00	0.00	0.00	0.00	0.00%
Total Capital Outlay Expenditures	0.00	0.00	0.00	0.00	0.00%
Total Expenditures	0.00	0.00	0.00	0.00	0.00%
Total Contingency Fund Future Major Vehicles/Equip	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
Contingency Fund Future Major Vehicles/Equipment Ex	\$ 0.00	\$ 0.00	\$ 116,230.00	\$ 116,230.00	0.00%

City of Castle Hills Statement of Revenue and Expenditures

Revised Budget
For Drainage Utility Fund (10)
For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
Revenues					
Permits/Licenses/Code Enf Revenues					
10-00-4045 Stormwater Permit Fee	\$ 0.00	\$ 722.40	\$ 5,000.00	\$ 11,606.40	(132.13%)
Total Permits/Licenses/Code Enf Revenues	0.00	722.40	5,000.00	11,606.40	(132.13%)
Digital Billboard Revenues					
10-00-8607 Digital Billboards-Rental	0.00	0.00	305,182.00	305,182.40	0.00%
10-00-8608 Digital Billboard	0.00	0.00	0.00	0.00	0.00%
Total Digital Billboard Revenues	0.00	0.00	305,182.00	305,182.40	0.00%
Misc Revenues					
10-00-4093 Interest Revenue - Leases	0.00	0.00	0.00	0.00	0.00%
10-00-8604 Revenue - Stormwater Billing	0.00	22,493.89	136,670.00	139,231.37	(1.87%)
Total Misc Revenues	0.00	22,493.89	136,670.00	139,231.37	(1.87%)
Transfers-In Revenues					
10-00-8603 Beginning Balance	0.00	0.00	0.00	0.00	0.00%
10-00-8612 Transfer from Fund 08	0.00	0.00	0.00	0.00	0.00%
10-00-9500 Excess of Revenues Over Expenditures	0.00	0.00	0.00	0.00	0.00%
Total Transfers-In Revenues	0.00	0.00	0.00	0.00	0.00%
Total Revenues	0.00	23,216.29	446,852.00	456,020.17	(2.05%)
Total Drainage Utility Fund Revenues	\$ 0.00	\$ 23,216.29	\$ 446,852.00	\$ 456,020.17	(2.05%)

Expenditures

Expenditures

Salaries & Benefits Expenditures

10-00-5001 Salaries-Full Time	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
10-00-5005 Longevity Pay	0.00	0.00	0.00	0.00	0.00%
10-00-5010 FICA	0.00	0.00	0.00	0.00	0.00%
10-00-5012 Medicare	0.00	0.00	0.00	0.00	0.00%
10-00-5015 Employee Insurance	0.00	0.00	0.00	0.00	0.00%
10-00-5018 TMRS-Employee Retirement	0.00	0.00	0.00	0.00	0.00%
10-00-9012 Personnel	0.00	0.00	0.00	0.00	0.00%
Total Salaries & Benefits Expenditures	0.00	0.00	0.00	0.00	0.00%

General Supplies/Materials Expenditures

10-00-9030 Miscellaneous	0.00	0.00	0.00	0.00	0.00%
Total General Supplies/Materials Expenditures	0.00	0.00	0.00	0.00	0.00%

Contractual Expenditures

10-00-9055 Engineering	0.00	0.00	0.00	0.00	0.00%
Total Contractual Expenditures	0.00	0.00	0.00	0.00	0.00%

City of Castle Hills Statement of Revenue and Expenditures

Revised Budget
For Drainage Utility Fund (10)
For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Equipment/Build/Maintenance Expenditures					
10-00-9010 Operations & Maintenance	0.00	0.00	0.00	480.00	0.00%
Total Equipment/Build/Maintenance Expenditures	0.00	0.00	0.00	480.00	0.00%
Transfers Expenditures					
10-00-9045 Transfer to Fund 22	0.00	0.00	0.00	0.00	0.00%
Total Transfers Expenditures	0.00	0.00	0.00	0.00	0.00%
Capital Outlay Expenditures					
10-00-9005 Capital Expenses	0.00	0.00	0.00	0.00	0.00%
10-00-9066 Watershed II Drainage-Mimosa/Krameri	0.00	0.00	0.00	0.00	0.00%
10-00-9068 North Manton Lane Drainage	0.00	0.00	0.00	0.00	0.00%
Total Capital Outlay Expenditures	0.00	0.00	0.00	0.00	0.00%
Total Expenditures	0.00	0.00	0.00	480.00	0.00%
Other Expense Expenditures					
Undefined Sub-Type Expenditures					
10-90-9803 2023 Certificate of Obligation Principal	0.00	0.00	40,000.00	40,000.00	0.00%
10-90-9804 2023 Certificate of Obligation Interest	0.00	0.00	60,800.00	60,800.00	0.00%
Total Undefined Sub-Type Expenditures	0.00	0.00	100,800.00	100,800.00	0.00%
Debt Service Payments Expenditures					
10-90-9801 2020 CO Principal	0.00	0.00	205,000.00	205,000.00	0.00%
10-90-9802 2020 CO Interest	0.00	0.00	82,338.00	82,337.50	0.00%
Total Debt Service Payments Expenditures	0.00	0.00	287,338.00	287,337.50	0.00%
Total Other Expense Expenditures	0.00	0.00	388,138.00	388,137.50	0.00%
Total Drainage Utility Fund Expenditures	\$ 0.00	\$ 0.00	\$ 388,138.00	\$ 388,617.50	(0.12%)
Drainage Utility Fund Excess of Revenues Over Expendi	\$ 0.00	\$ 23,216.29	\$ 58,714.00	\$ 67,402.67	(14.80%)

City of Castle Hills Statement of Revenue and Expenditures

Revised Budget
For Police Seizure Fund (13)
For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
Revenues					
Undefined Sub-Type Revenues					
13-00-8610 Revenue This Year Treasury	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
Total Undefined Sub-Type Revenues	0.00	0.00	0.00	0.00	0.00%
Police & Fire Revenues					
13-00-8606 Police Seizure - State	0.00	0.00	0.00	0.00	0.00%
Total Police & Fire Revenues	0.00	0.00	0.00	0.00	0.00%
Misc Revenues					
13-00-4060 Misc-Vending Sales	0.00	0.00	0.00	22.55	0.00%
13-00-4090 Interest	0.00	0.00	0.00	836.67	0.00%
13-00-8604 Police Seizure - Federal	0.00	9,606.67	0.00	91,585.99	0.00%
Total Misc Revenues	0.00	9,606.67	0.00	92,445.21	0.00%
Transfers-In Revenues					
13-00-9500 Excess of Revenues Over Expenditures	0.00	0.00	0.00	0.00	0.00%
Total Transfers-In Revenues	0.00	0.00	0.00	0.00	0.00%
Total Revenues	0.00	9,606.67	0.00	92,445.21	0.00%
Total Police Seizure Fund Revenues	\$ 0.00	\$ 9,606.67	\$ 0.00	\$ 92,445.21	0.00%

Expenditures

Expenditures					
General Supplies/Materials Expenditures					
13-00-5070 Misc-Vending-Food	\$ 0.00	\$ 0.00	\$ 0.00	\$ 10.95	0.00%
Total General Supplies/Materials Expenditures	0.00	0.00	0.00	10.95	0.00%
Equipment/Build/Maintenance Expenditures					
13-00-9010 Operations & Maintenance	0.00	0.00	5,000.00	167,360.26	(3247.21%)
13-00-9011 Equip/Fuel/Maint	0.00	0.00	20,000.00	8,346.57	58.27%
Total Equipment/Build/Maintenance Expenditures	0.00	0.00	25,000.00	175,706.83	(602.83%)
Capital Outlay Expenditures					
13-00-8000 Capital Expenses	0.00	0.00	40,000.00	0.00	100.00%
Total Capital Outlay Expenditures	0.00	0.00	40,000.00	0.00	100.00%
Total Expenditures	0.00	0.00	65,000.00	175,717.78	(170.34%)
Total Police Seizure Fund Expenditures	\$ 0.00	\$ 0.00	\$ 65,000.00	\$ 175,717.78	(170.34%)

Police Seizure Fund Excess of Revenues Over Expendit	\$ 0.00	\$ 9,606.67	\$ (65,000.00)	\$ (83,272.57)	(28.11%)
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City of Castle Hills Statement of Revenue and Expenditures

Revised Budget
For HOTEL OCCUPANCY TAX (HOT) (14)
For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
Revenues					
Misc Revenues					
14-00-8604 Revenue This Year	\$ 0.00	\$ 7,094.84	\$ 12,700.00	\$ 18,555.56	(46.11%)
Total Misc Revenues	0.00	7,094.84	12,700.00	18,555.56	(46.11%)
Transfers-In Revenues					
14-00-9500 Excess of Revenues Over Expenditures	0.00	0.00	0.00	0.00	0.00%
Total Transfers-In Revenues	0.00	0.00	0.00	0.00	0.00%
Total Revenues	0.00	7,094.84	12,700.00	18,555.56	(46.11%)
Total HOTEL OCCUPANCY TAX (HOT) Revenues	\$ 0.00	\$ 7,094.84	\$ 12,700.00	\$ 18,555.56	(46.11%)
Expenditures					
Expenditures					
Undefined Sub-Type Expenditures					
14-00-9110 Convention or Information Centers Oper	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
14-00-9113 Convention Delegates Registration	0.00	0.00	0.00	0.00	0.00%
14-00-9116 Advertising to Attract Tourists	0.00	0.00	0.00	0.00	0.00%
14-00-9120 Arts Promotion & Improvements	0.00	0.00	0.00	0.00	0.00%
14-00-9125 Historical Restoration & Preservation Pr	0.00	0.00	0.00	0.00	0.00%
14-00-9130 Signs Directing the Public to Sights & At	0.00	0.00	0.00	0.00	0.00%
Total Undefined Sub-Type Expenditures	0.00	0.00	0.00	0.00	0.00%
Total Expenditures	0.00	0.00	0.00	0.00	0.00%
Total HOTEL OCCUPANCY TAX (HOT) Expenditures	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
HOTEL OCCUPANCY TAX (HOT) Excess of Revenues O	\$ 0.00	\$ 7,094.84	\$ 12,700.00	\$ 18,555.56	(46.11%)

City of Castle Hills
Statement of Revenue and Expenditures

Revised Budget
 For Local Truancy Prevention Fund (16)
 For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
Revenues					
Misc Revenues					
16-00-8604 Truancy Prevention	\$ 0.00	\$ 2,405.71	\$ 11,800.00	\$ 27,136.22	(129.97%)
Total Misc Revenues	0.00	2,405.71	11,800.00	27,136.22	(129.97%)
Total Revenues	0.00	2,405.71	11,800.00	27,136.22	(129.97%)
Total Local Truancy Prevention Fund Revenues	\$ 0.00	\$ 2,405.71	\$ 11,800.00	\$ 27,136.22	(129.97%)
Local Truancy Prevention Fund Excess of Revenues Ov	\$ 0.00	\$ 2,405.71	\$ 11,800.00	\$ 27,136.22	(129.97%)

City of Castle Hills
Statement of Revenue and Expenditures

Revised Budget
 For Local Municipal Jury fund (17)
 For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
Revenues					
Misc Revenues					
17-00-8604 Municipal Jury Fees	\$ 0.00	\$ 48.12	\$ 300.00	\$ 601.96	(100.65%)
Total Misc Revenues	0.00	48.12	300.00	601.96	(100.65%)
Total Revenues	0.00	48.12	300.00	601.96	(100.65%)
Total Local Municipal Jury fund Revenues	\$ 0.00	\$ 48.12	\$ 300.00	\$ 601.96	(100.65%)
Local Municipal Jury fund Excess of Revenues Over Ex	\$ 0.00	\$ 48.12	\$ 300.00	\$ 601.96	(100.65%)

City of Castle Hills Statement of Revenue and Expenditures

Revised Budget
For LEOSE Funds (18)
For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
Revenues					
Police & Fire Revenues					
18-00-4455 LEOSE State Allocation	\$ 0.00	\$ 0.00	\$ 1,765.00	\$ 3,873.53	(119.46%)
Total Police & Fire Revenues	0.00	0.00	1,765.00	3,873.53	(119.46%)
Misc Revenues					
18-00-4090 Interest	0.00	0.00	0.00	102.41	0.00%
Total Misc Revenues	0.00	0.00	0.00	102.41	0.00%
Total Revenues	0.00	0.00	1,765.00	3,975.94	(125.27%)
Total LEOSE Funds Revenues	\$ 0.00	\$ 0.00	\$ 1,765.00	\$ 3,975.94	(125.27%)
Expenditures					
Expenditures					
Services Expenditures					
18-00-5074 Training/Prof Meetings	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
Total Services Expenditures	0.00	0.00	0.00	0.00	0.00%
Total Expenditures	0.00	0.00	0.00	0.00	0.00%
Police Department Expenditures					
Services Expenditures					
18-30-5074 Training/Prof Meetings	0.00	0.00	0.00	0.00	0.00%
Total Services Expenditures	0.00	0.00	0.00	0.00	0.00%
Total Police Department Expenditures	0.00	0.00	0.00	0.00	0.00%
Total LEOSE Funds Expenditures	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
LEOSE Funds Excess of Revenues Over Expenditures	\$ 0.00	\$ 0.00	\$ 1,765.00	\$ 3,975.94	(125.27%)

City of Castle Hills Statement of Revenue and Expenditures

Revised Budget
For CPS CIED Fund (20)
For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
Revenues					
Misc Revenues					
20-00-4070 Donations	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
20-00-8604 Revenue This Year	0.00	0.00	0.00	0.00	0.00%
Total Misc Revenues	0.00	0.00	0.00	0.00	0.00%
Total Revenues	0.00	0.00	0.00	0.00	0.00%
Total CPS CIED Fund Revenues	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
Expenditures					
Expenditures					
General Supplies/Materials Expenditures					
20-00-9030 Miscellaneous	\$ 0.00	\$ 0.00	\$ 0.00	\$ 86,525.00	0.00%
Total General Supplies/Materials Expenditures	0.00	0.00	0.00	86,525.00	0.00%
Contractual Expenditures					
20-00-9015 IT Support	0.00	0.00	0.00	0.00	0.00%
20-00-9027 Incode Software	0.00	0.00	50,000.00	0.00	100.00%
20-00-9028 CPAC	0.00	0.00	0.00	0.00	0.00%
20-00-9029 Asyst Software	0.00	0.00	0.00	0.00	0.00%
20-00-9055 Engineering	0.00	0.00	0.00	0.00	0.00%
Total Contractual Expenditures	0.00	0.00	50,000.00	0.00	100.00%
Department Specific Expenditures					
20-00-8530 Commons	0.00	0.00	0.00	39,413.78	0.00%
20-00-9032 Cartegraph	0.00	0.00	0.00	0.00	0.00%
20-00-9035 Bexar Metro 911 Grant	0.00	0.00	0.00	0.00	0.00%
Total Department Specific Expenditures	0.00	0.00	0.00	39,413.78	0.00%
Capital Outlay Expenditures					
20-00-9005 Capital Expenses	0.00	0.00	0.00	0.00	0.00%
20-00-9006 Equipment Purchase	0.00	0.00	0.00	0.00	0.00%
20-00-9016 IT Equipment	0.00	0.00	0.00	0.00	0.00%
20-00-9031 Community Room Renovation	0.00	0.00	0.00	0.00	0.00%
20-00-9060 Antler Project 2019	0.00	0.00	0.00	0.00	0.00%
Total Capital Outlay Expenditures	0.00	0.00	0.00	0.00	0.00%
Total Expenditures	0.00	0.00	50,000.00	125,938.78	(151.88%)
Total CPS CIED Fund Expenditures	\$ 0.00	\$ 0.00	\$ 50,000.00	\$ 125,938.78	(151.88%)
CPS CIED Fund Excess of Revenues Over Expenditures	\$ 0.00	\$ 0.00	(50,000.00)	(125,938.78)	(151.88%)

City of Castle Hills Statement of Revenue and Expenditures

Revised Budget
For Workstation Upgrade (21)
For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
Revenues					
Transfers-In Revenues					
21-00-8615 Transfer from Gen Fund	\$ 0.00	\$ 0.00	\$ 13,100.00	\$ 5,100.00	61.07%
Total Transfers-In Revenues	0.00	0.00	13,100.00	5,100.00	61.07%
Total Revenues	0.00	0.00	13,100.00	5,100.00	61.07%
Total Workstation Upgrade Revenues	\$ 0.00	\$ 0.00	\$ 13,100.00	\$ 5,100.00	61.07%
Expenditures					
Expenditures					
General Supplies/Materials Expenditures					
21-00-9030 Miscellaneous	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
Total General Supplies/Materials Expenditures	0.00	0.00	0.00	0.00	0.00%
Equipment/Build/Maintenance Expenditures					
21-00-9010 Operations & Maintenance	0.00	0.00	0.00	0.00	0.00%
Total Equipment/Build/Maintenance Expenditures	0.00	0.00	0.00	0.00	0.00%
Capital Outlay Expenditures					
21-00-9006 Equipment Purchase	0.00	0.00	3,000.00	5,094.59	(69.82%)
Total Capital Outlay Expenditures	0.00	0.00	3,000.00	5,094.59	(69.82%)
Total Expenditures	0.00	0.00	3,000.00	5,094.59	(69.82%)
Total Workstation Upgrade Expenditures	\$ 0.00	\$ 0.00	\$ 3,000.00	\$ 5,094.59	(69.82%)
Workstation Upgrade Excess of Revenues Over Expend	\$ 0.00	\$ 0.00	\$ 10,100.00	\$ 5.41	99.95%

City of Castle Hills Statement of Revenue and Expenditures

Revised Budget
For Supplemental Street & Drainage Maint. Fund (22)
For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
Revenues					
Misc Revenues					
22-00-4040 Insurance Claims/Refunds	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
Total Misc Revenues	0.00	0.00	0.00	0.00	0.00%
Transfers-In Revenues					
22-00-8612 Transfer from Fund 08	0.00	0.00	0.00	0.00	0.00%
22-00-8614 Transfer from Fund 10	0.00	0.00	0.00	0.00	0.00%
22-00-8615 Transfer from Gen Fund	0.00	0.00	0.00	0.00	0.00%
22-00-8617 Transfer to Fund 23	0.00	0.00	0.00	0.00	0.00%
22-00-8631 Transfer from Fund 31 -2020 CO's	0.00	0.00	0.00	0.00	0.00%
Total Transfers-In Revenues	0.00	0.00	0.00	0.00	0.00%
Total Revenues	0.00	0.00	0.00	0.00	0.00%
Total Supplemental Street & Drainage Maint. Fund Re	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%

Expenditures

Expenditures

Contractual Expenditures

22-00-9055 Engineering	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
Total Contractual Expenditures	0.00	0.00	0.00	0.00	0.00%

Department Specific Expenditures

22-00-9050 Street Repair (Major)	0.00	0.00	0.00	0.00	0.00%
22-00-9052 Street Maintenance (Minor)	0.00	0.00	0.00	0.00	0.00%
Total Department Specific Expenditures	0.00	0.00	0.00	0.00	0.00%

Transfers Expenditures

22-00-9041 Transfer to Fund 23	0.00	0.00	0.00	0.00	0.00%
Total Transfers Expenditures	0.00	0.00	0.00	0.00	0.00%

Capital Outlay Expenditures

22-00-9005 Capital Expenses	0.00	0.00	0.00	0.00	0.00%
22-00-9060 Antler Project 2019	0.00	0.00	0.00	0.00	0.00%
22-00-9063 Winston/Castle Interesection Repair	0.00	0.00	0.00	0.00	0.00%
22-00-9065 Watershed III Drainage (Banyan Dr.&GI	0.00	0.00	0.00	0.00	0.00%
Total Capital Outlay Expenditures	0.00	0.00	0.00	0.00	0.00%

Non-City Expenses Expenditures

22-00-9033 Saws-Sewer & Wtr Pipeline Repairs	0.00	0.00	0.00	0.00	0.00%
Total Non-City Expenses Expenditures	0.00	0.00	0.00	0.00	0.00%

Total Expenditures	0.00	0.00	0.00	0.00	0.00%
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City of Castle Hills
Statement of Revenue and Expenditures
Revised Budget
For Supplemental Street & Drainage Maint. Fund (22)
For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Total Supplemental Street & Drainage Maint. Fund Ex	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
Supplemental Street & Drainage Maint. Fund Excess of	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%

City of Castle Hills Statement of Revenue and Expenditures

Revised Budget
For Street & Drainage Saws/CPS Interlocal (23)
For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
Revenues					
Misc Revenues					
23-00-8040 Saws Interlocal Agreement Funds	\$ 0.00	\$ 0.00	\$ 0.00	\$ 237,360.23	0.00%
23-00-8045 CPS Energy Interlocal Agreement Fund	0.00	0.00	0.00	0.00	0.00%
Total Misc Revenues	0.00	0.00	0.00	237,360.23	0.00%
Transfers-In Revenues					
23-00-8615 Transfer from Gen Fund	0.00	0.00	0.00	0.00	0.00%
23-00-8616 Transfer from Fund 22	0.00	0.00	0.00	0.00	0.00%
Total Transfers-In Revenues	0.00	0.00	0.00	0.00	0.00%
Total Revenues	0.00	0.00	0.00	237,360.23	0.00%
Total Street & Drainage Saws/CPS Interlocal Revenue	\$ 0.00	\$ 0.00	\$ 0.00	\$ 237,360.23	0.00%

Expenditures

Expenditures

Undefined Sub-Type Expenditures

23-00-9067 SAWS Refund Watershed III	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
Total Undefined Sub-Type Expenditures	0.00	0.00	0.00	0.00	0.00%

Contractual Expenditures

23-00-9014 Admin Fees	0.00	0.00	0.00	0.00	0.00%
23-00-9055 Engineering	0.00	0.00	0.00	0.00	0.00%
Total Contractual Expenditures	0.00	0.00	0.00	0.00	0.00%

Department Specific Expenditures

23-00-9050 Street Repair (Major)	0.00	0.00	0.00	0.00	0.00%
Total Department Specific Expenditures	0.00	0.00	0.00	0.00	0.00%

Transfers Expenditures

23-00-9042 Transfer from Fund 22	0.00	0.00	0.00	0.00	0.00%
Total Transfers Expenditures	0.00	0.00	0.00	0.00	0.00%

Capital Outlay Expenditures

23-00-9074 SAWS Water Carolwood/Manton Draina	0.00	11,276.25	0.00	135,216.75	0.00%
23-00-9075 SAWS Sewer Carolwood/Manton Draina	0.00	75,328.75	0.00	87,339.08	0.00%
Total Capital Outlay Expenditures	0.00	86,605.00	0.00	222,555.83	0.00%

Non-City Expenses Expenditures

23-00-9033 Saws-Water Pipeline Repairs	0.00	0.00	0.00	0.00	0.00%
23-00-9034 Saws-Sewer Pipeline Repairs	0.00	0.00	0.00	0.00	0.00%
23-00-9036 CPS-Line Repairs	0.00	0.00	0.00	0.00	0.00%
Total Non-City Expenses Expenditures	0.00	0.00	0.00	0.00	0.00%

City of Castle Hills
Statement of Revenue and Expenditures

Revised Budget
For Street & Drainage Saws/CPS Interlocal (23)
For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Total Expenditures	0.00	86,605.00	0.00	222,555.83	0.00%
Total Street & Drainage Saws/CPS Interlocal Expendit	\$ 0.00	\$ 86,605.00	\$ 0.00	\$ 222,555.83	0.00%
Street & Drainage Saws/CPS Interlocal Excess of Reven	\$ 0.00	\$ (86,605.00)	\$ 0.00	\$ 14,804.40	0.00%

City of Castle Hills Statement of Revenue and Expenditures

Revised Budget
For Police State Seizure Fund (24)
For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
Revenues					
Police & Fire Revenues					
24-00-8606 Police Seizures	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5,029.71	0.00%
Total Police & Fire Revenues	0.00	0.00	0.00	5,029.71	0.00%
Misc Revenues					
24-00-4060 Miscellaneous	0.00	0.00	0.00	4,924.21	0.00%
24-00-4090 Interest	0.00	0.00	0.00	69.54	0.00%
Total Misc Revenues	0.00	0.00	0.00	4,993.75	0.00%
Total Revenues	0.00	0.00	0.00	10,023.46	0.00%
Total Police State Seizure Fund Revenues	\$ 0.00	\$ 0.00	\$ 0.00	\$ 10,023.46	0.00%
Expenditures					
Expenditures					
General Supplies/Materials Expenditures					
24-00-5070 Miscellaneous	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
Total General Supplies/Materials Expenditures	0.00	0.00	0.00	0.00	0.00%
Equipment/Build/Maintenance Expenditures					
24-00-9010 Operations & Maintenance	0.00	0.00	0.00	0.00	0.00%
24-00-9011 Equip/Fuel/Maint	0.00	0.00	0.00	0.00	0.00%
Total Equipment/Build/Maintenance Expenditures	0.00	0.00	0.00	0.00	0.00%
Capital Outlay Expenditures					
24-00-8000 Capital Outlay Expenses	0.00	0.00	0.00	0.00	0.00%
Total Capital Outlay Expenditures	0.00	0.00	0.00	0.00	0.00%
Total Expenditures	0.00	0.00	0.00	0.00	0.00%
Total Police State Seizure Fund Expenditures	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
Police State Seizure Fund Excess of Revenues Over Ex	\$ 0.00	\$ 0.00	\$ 0.00	\$ 10,023.46	0.00%

City of Castle Hills Statement of Revenue and Expenditures

Revised Budget
For 2020 CO'S STREET PROJECTS (30)
For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
Revenues					
Misc Revenues					
30-00-4090 Interest	\$ 0.00	\$ 568.21	\$ 8,000.00	\$ 7,655.13	4.31%
Total Misc Revenues	0.00	568.21	8,000.00	7,655.13	4.31%
Transfers-In Revenues					
30-00-4999 Bond Proceeds	0.00	0.00	0.00	0.00	0.00%
Total Transfers-In Revenues	0.00	0.00	0.00	0.00	0.00%
Total Revenues	0.00	568.21	8,000.00	7,655.13	4.31%
Total 2020 CO'S STREET PROJECTS Revenues	\$ 0.00	\$ 568.21	\$ 8,000.00	\$ 7,655.13	4.31%
Expenditures					
Expenditures					
Contractual Expenditures					
30-00-9055 Engineering	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
30-00-9070 2021 Street Improvement	0.00	0.00	0.00	0.00	0.00%
Total Contractual Expenditures	0.00	0.00	0.00	0.00	0.00%
Capital Outlay Expenditures					
30-00-9065 Watershed III Drainage (Carolwood to B	0.00	0.00	0.00	0.00	0.00%
30-00-9800 Bond Issuance Costs	0.00	0.00	0.00	0.00	0.00%
Total Capital Outlay Expenditures	0.00	0.00	0.00	0.00	0.00%
Total Expenditures	0.00	0.00	0.00	0.00	0.00%
Total 2020 CO'S STREET PROJECTS Expenditures	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
2020 CO'S STREET PROJECTS Excess of Revenues Ov	\$ 0.00	\$ 568.21	\$ 8,000.00	\$ 7,655.13	4.31%

City of Castle Hills Statement of Revenue and Expenditures

Revised Budget
For 2020 CO'S DRAINAGE FUND (31)
For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
Revenues					
Misc Revenues					
31-00-4090 Interest	\$ 0.00	\$ 270.78	\$ 3,000.00	\$ 3,380.98	(12.70%)
Total Misc Revenues	0.00	270.78	3,000.00	3,380.98	(12.70%)
Transfers-In Revenues					
31-00-4999 Bond Proceeds	0.00	0.00	0.00	0.00	0.00%
Total Transfers-In Revenues	0.00	0.00	0.00	0.00	0.00%
Total Revenues	0.00	270.78	3,000.00	3,380.98	(12.70%)
Total 2020 CO'S DRAINAGE FUND Revenues	\$ 0.00	\$ 270.78	\$ 3,000.00	\$ 3,380.98	(12.70%)
Expenditures					
Expenditures					
General Supplies/Materials Expenditures					
31-00-9030 Miscellaneous	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
Total General Supplies/Materials Expenditures	0.00	0.00	0.00	0.00	0.00%
Transfers Expenditures					
31-00-9042 Transfer to Fund 22	0.00	0.00	0.00	0.00	0.00%
Total Transfers Expenditures	0.00	0.00	0.00	0.00	0.00%
Capital Outlay Expenditures					
31-00-9065 Watershed III Drainage (Carolwood to	0.00	0.00	0.00	0.00	0.00%
31-00-9800 Bond Issuance Costs	0.00	0.00	0.00	0.00	0.00%
Total Capital Outlay Expenditures	0.00	0.00	0.00	0.00	0.00%
Total Expenditures	0.00	0.00	0.00	0.00	0.00%
Total 2020 CO'S DRAINAGE FUND Expenditures	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
2020 CO'S DRAINAGE FUND Excess of Revenues Over	\$ 0.00	\$ 270.78	\$ 3,000.00	\$ 3,380.98	(12.70%)

City of Castle Hills Statement of Revenue and Expenditures

Revised Budget
For American Rescue Plan (32)
For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
Revenues					
Misc Revenues					
32-00-8604 Revenue This Year	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
32-00-8710 Special Revenue Account	0.00	0.00	0.00	0.00	0.00%
Total Misc Revenues	0.00	0.00	0.00	0.00	0.00%
Total Revenues	0.00	0.00	0.00	0.00	0.00%
Total American Rescue Plan Revenues	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
Expenditures					
Expenditures					
Undefined Sub-Type Expenditures					
32-00-9601 ARPA Expenditure	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
32-00-9603 Emergency Management	0.00	0.00	25,000.00	5,650.99	77.40%
Total Undefined Sub-Type Expenditures	0.00	0.00	25,000.00	5,650.99	77.40%
Department Specific Expenditures					
32-00-8530 Commons	0.00	0.00	115,000.00	184,879.55	(60.76%)
Total Department Specific Expenditures	0.00	0.00	115,000.00	184,879.55	(60.76%)
Transfers Expenditures					
32-00-9048 Transfer to Fund 01	0.00	0.00	0.00	0.00	0.00%
Total Transfers Expenditures	0.00	0.00	0.00	0.00	0.00%
Capital Outlay Expenditures					
32-00-9005 Capital Expenses	0.00	0.00	0.00	0.00	0.00%
Total Capital Outlay Expenditures	0.00	0.00	0.00	0.00	0.00%
Total Expenditures	0.00	0.00	140,000.00	190,530.54	(36.09%)
Administration Expenditures					
Undefined Sub-Type Expenditures					
32-10-9601 ARPA Expenditure	0.00	0.00	0.00	4,826.25	0.00%
Total Undefined Sub-Type Expenditures	0.00	0.00	0.00	4,826.25	0.00%
Total Administration Expenditures	0.00	0.00	0.00	4,826.25	0.00%
Police Department Expenditures					
Undefined Sub-Type Expenditures					
32-30-9601 ARPA Expenditure	0.00	0.00	0.00	0.00	0.00%
Total Undefined Sub-Type Expenditures	0.00	0.00	0.00	0.00	0.00%
Total Police Department Expenditures	0.00	0.00	0.00	0.00	0.00%

City of Castle Hills Statement of Revenue and Expenditures

*Revised Budget
For American Rescue Plan (32)
For the Fiscal Period 2025-12 Ending September 30, 2025*

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Fire Department Expenditures					
Undefined Sub-Type Expenditures					
32-40-9601 ARPA Expenditure	0.00	0.00	45,000.00	0.00	100.00%
Total Undefined Sub-Type Expenditures	0.00	0.00	45,000.00	0.00	100.00%
Total Fire Department Expenditures	0.00	0.00	45,000.00	0.00	100.00%
Streets Department Expenditures					
Undefined Sub-Type Expenditures					
32-50-9601 ARPA Expenditure	0.00	0.00	0.00	0.00	0.00%
Total Undefined Sub-Type Expenditures	0.00	0.00	0.00	0.00	0.00%
Total Streets Department Expenditures	0.00	0.00	0.00	0.00	0.00%
Total American Rescue Plan Expenditures	\$ 0.00	\$ 0.00	\$ 185,000.00	\$ 195,356.79	(5.60%)
American Rescue Plan Excess of Revenues Over Expen	\$ 0.00	\$ 0.00	(185,000.00)	(195,356.79)	(5.60%)

City of Castle Hills Statement of Revenue and Expenditures

Revised Budget
For 2023 CO'S STREET PROJECT (33)
For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
Revenues					
Undefined Sub-Type Revenues					
33-00-4505 Loan Proceeds	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
Total Undefined Sub-Type Revenues	0.00	0.00	0.00	0.00	0.00%
Misc Revenues					
33-00-4090 Interest	0.00	16.56	60,000.00	6,999.92	88.33%
Total Misc Revenues	0.00	16.56	60,000.00	6,999.92	88.33%
Total Revenues	0.00	16.56	60,000.00	6,999.92	88.33%
Total 2023 CO'S STREET PROJECT Revenues	\$ 0.00	\$ 16.56	\$ 60,000.00	\$ 6,999.92	88.33%
Expenditures					
Expenditures					
Undefined Sub-Type Expenditures					
33-00-9072 2023 Street Improvement	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
33-00-9306 2023 Street Projects	0.00	0.00	0.00	0.00	0.00%
33-00-9805 Bond Premium	0.00	0.00	0.00	0.00	0.00%
Total Undefined Sub-Type Expenditures	0.00	0.00	0.00	0.00	0.00%
Contractual Expenditures					
33-00-9055 Engineering	0.00	0.00	0.00	0.00	0.00%
Total Contractual Expenditures	0.00	0.00	0.00	0.00	0.00%
Capital Outlay Expenditures					
33-00-9800 Bond Issuance Costs	0.00	0.00	0.00	0.00	0.00%
Total Capital Outlay Expenditures	0.00	0.00	0.00	0.00	0.00%
Total Expenditures	0.00	0.00	0.00	0.00	0.00%
Total 2023 CO'S STREET PROJECT Expenditures	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
2023 CO'S STREET PROJECT Excess of Revenues Over	\$ 0.00	\$ 16.56	\$ 60,000.00	\$ 6,999.92	88.33%

City of Castle Hills Statement of Revenue and Expenditures

Revised Budget
For 2023 CO'S DRAINAGE FUND (34)
For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
Revenues					
Undefined Sub-Type Revenues					
34-00-4505 Loan Proceeds	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
34-00-4506 Bexar County Reimbursement	0.00	0.00	1,000,000.00	0.00	100.00%
34-00-4507 City of San Antonio Reimbursement	0.00	0.00	0.00	850,000.00	0.00%
Total Undefined Sub-Type Revenues	0.00	0.00	1,000,000.00	850,000.00	15.00%
Misc Revenues					
34-00-4090 Interest	0.00	3,513.09	125,000.00	103,018.78	17.58%
Total Misc Revenues	0.00	3,513.09	125,000.00	103,018.78	17.58%
Total Revenues	0.00	3,513.09	1,125,000.00	953,018.78	15.29%
Total 2023 CO'S DRAINAGE FUND Revenues	\$ 0.00	\$ 3,513.09	\$ 1,125,000.00	\$ 953,018.78	15.29%
Expenditures					
Expenditures					
Undefined Sub-Type Expenditures					
34-00-9073 2023 Drainage Improvement	\$ 0.00	\$ 428,713.86	\$ 1,800,000.00	\$ 2,401,506.85	(33.42%)
34-00-9805 Bond Premium	0.00	0.00	0.00	0.00	0.00%
Total Undefined Sub-Type Expenditures	0.00	428,713.86	1,800,000.00	2,401,506.85	(33.42%)
General Supplies/Materials Expenditures					
34-00-9030 Miscellaneous	0.00	0.00	0.00	0.00	0.00%
Total General Supplies/Materials Expenditures	0.00	0.00	0.00	0.00	0.00%
Contractual Expenditures					
34-00-9055 Engineering	0.00	0.00	0.00	0.00	0.00%
Total Contractual Expenditures	0.00	0.00	0.00	0.00	0.00%
Capital Outlay Expenditures					
34-00-9076 Bexar County Drainage	0.00	0.00	1,000,000.00	0.00	100.00%
34-00-9800 Bond Issuance Costs	0.00	0.00	0.00	0.00	0.00%
Total Capital Outlay Expenditures	0.00	0.00	1,000,000.00	0.00	100.00%
Total Expenditures	0.00	428,713.86	2,800,000.00	2,401,506.85	14.23%
Total 2023 CO'S DRAINAGE FUND Expenditures	\$ 0.00	\$ 428,713.86	\$ 2,800,000.00	\$ 2,401,506.85	14.23%
2023 CO'S DRAINAGE FUND Excess of Revenues Over	\$ 0.00	\$ (425,200.77)	\$ (1,675,000.00)	\$ (1,448,488.07)	13.52%

City of Castle Hills Statement of Revenue and Expenditures

Revised Budget
For Branding - Campaign (35)
For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
Revenues					
Misc Revenues					
35-00-4060 Miscellaneous	\$ 0.00	\$ 0.00	\$ 4,000.00	\$ 4,000.00	0.00%
35-00-8605 Donations	0.00	0.00	0.00	23,250.00	0.00%
Total Misc Revenues	0.00	0.00	4,000.00	27,250.00	(581.25%)
Transfers-In Revenues					
35-00-9500 Excess of Revenues Over Expenditures	0.00	0.00	0.00	0.00	0.00%
Total Transfers-In Revenues	0.00	0.00	0.00	0.00	0.00%
Total Revenues	0.00	0.00	4,000.00	27,250.00	(581.25%)
Total Branding - Campaign Revenues	\$ 0.00	\$ 0.00	\$ 4,000.00	\$ 27,250.00	(581.25%)
Expenditures					
Expenditures					
General Supplies/Materials Expenditures					
35-00-5049 Printing - Temp Signs	\$ 0.00	\$ 0.00	\$ 0.00	1,356.28	0.00%
35-00-5070 Miscellaneous	0.00	47.97	4,000.00	14,003.35	(250.08%)
Total General Supplies/Materials Expenditures	0.00	47.97	4,000.00	15,359.63	(283.99%)
Services Expenditures					
35-00-5052 Newspaper Publications	0.00	0.00	0.00	0.00	0.00%
Total Services Expenditures	0.00	0.00	0.00	0.00	0.00%
Equipment/Build/Maintenance Expenditures					
35-00-9010 Operations & Maintenance	0.00	0.00	0.00	0.00	0.00%
Total Equipment/Build/Maintenance Expenditures	0.00	0.00	0.00	0.00	0.00%
Total Expenditures	0.00	47.97	4,000.00	15,359.63	(283.99%)
Total Branding - Campaign Expenditures	\$ 0.00	\$ 47.97	\$ 4,000.00	\$ 15,359.63	(283.99%)
Branding - Campaign Excess of Revenues Over Expend	\$ 0.00	\$ (47.97)	\$ 0.00	\$ 11,890.37	0.00%

City of Castle Hills Statement of Revenue and Expenditures

Revised Budget
For Crime Control and Prevention District (50)
For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
Revenues					
Sales & Mixed Beverage Tax Revenues					
50-00-4300 Sales and Use Tax	\$ 0.00	\$ 129,409.75	\$ 393,994.00	\$ 451,543.87	(14.61%)
Total Sales & Mixed Beverage Tax Revenues	0.00	129,409.75	393,994.00	451,543.87	(14.61%)
Misc Revenues					
50-00-4040 Insurance Claims/Refunds	0.00	0.00	0.00	0.00	0.00%
50-00-4060 Miscellaneous	0.00	0.00	0.00	0.00	0.00%
50-00-4090 Interest	0.00	0.00	10,000.00	9,527.11	4.73%
50-00-4095 Interest - CD	0.00	0.00	0.00	0.00	0.00%
50-00-4500 Sale of Equipment	0.00	0.00	0.00	0.00	0.00%
Total Misc Revenues	0.00	0.00	10,000.00	9,527.11	4.73%
Transfers-In Revenues					
50-00-4990 Transfer in From Fund Balance	0.00	0.00	0.00	0.00	0.00%
50-00-9500 Excess of Revenues Over Expenditures	0.00	0.00	0.00	0.00	0.00%
Total Transfers-In Revenues	0.00	0.00	0.00	0.00	0.00%
Total Revenues	0.00	129,409.75	403,994.00	461,070.98	(14.13%)
Total Crime Control and Prevention District Revenues	\$ 0.00	\$ 129,409.75	\$ 403,994.00	\$ 461,070.98	(14.13%)

Expenditures

Expenditures

Salaries & Benefits Expenditures

50-00-9012 Personnel	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
Total Salaries & Benefits Expenditures	0.00	0.00	0.00	0.00	0.00%

General Supplies/Materials Expenditures

50-00-5070 Miscellaneous	0.00	0.00	1,500.00	0.00	100.00%
50-00-9026 Supplies	0.00	0.00	0.00	4,623.62	0.00%
Total General Supplies/Materials Expenditures	0.00	0.00	1,500.00	4,623.62	(208.24%)

Services Expenditures

50-00-5074 Training	0.00	0.00	0.00	0.00	0.00%
Total Services Expenditures	0.00	0.00	0.00	0.00	0.00%

Contractual Expenditures

50-00-9014 Admin Support	0.00	0.00	500.00	0.00	100.00%
50-00-9015 IT Support	0.00	3,111.34	35,000.00	24,659.65	29.54%
50-00-9025 Software Support	0.00	0.00	36,000.00	47,333.34	(31.48%)
Total Contractual Expenditures	0.00	3,111.34	71,500.00	71,992.99	(6.69%)

Equipment/Build/Maintenance Expenditures

50-00-9011 Equip/Fuel/Maint	0.00	0.00	25,000.00	0.00	100.00%
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City of Castle Hills Statement of Revenue and Expenditures

Revised Budget
For Crime Control and Prevention District (50)
For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Total Equipment/Build/Maintenance Expenditures	0.00	0.00	25,000.00	0.00	100.00%
Department Specific Expenditures					
50-00-9021 CID Training	0.00	0.00	2,000.00	0.00	100.00%
50-00-9022 SWAT Training	0.00	0.00	5,000.00	0.00	100.00%
50-00-9023 Dispatch Training	0.00	0.00	500.00	0.00	100.00%
50-00-9024 Community Programs	0.00	0.00	5,000.00	1,210.04	75.80%
Total Department Specific Expenditures	0.00	0.00	12,500.00	1,210.04	90.32%
Transfers for Future Expenditures					
50-00-8105 Patrol Cars-Future	0.00	0.00	74,150.00	0.00	100.00%
50-00-8107 Traffic Vehicle-Future	0.00	0.00	18,600.00	0.00	100.00%
50-00-8110 CID Vehicles-Future	0.00	0.00	30,900.00	0.00	100.00%
50-00-8115 Radios-Future	0.00	0.00	23,100.00	0.00	100.00%
50-00-8120 Video Equipment-Future	0.00	0.00	14,400.00	0.00	100.00%
50-00-8125 Mobile Data Computers-Future	0.00	0.00	13,860.00	0.00	100.00%
Total Transfers for Future Expenditures	0.00	0.00	175,010.00	0.00	100.00%
Capital Outlay Expenditures					
50-00-8100 Dispatch Upgrade	0.00	0.00	0.00	0.00	0.00%
50-00-8106 Patrol Car - Purchase	0.00	0.00	0.00	0.00	0.00%
50-00-8108 Traffic Vehicle - Purchase	0.00	0.00	0.00	0.00	0.00%
50-00-8111 CID Vehicles - Purchase	0.00	0.00	0.00	0.00	0.00%
50-00-8116 Radios - Purchase	0.00	0.00	31,100.00	8,350.95	73.15%
50-00-8117 Software Upgrade	0.00	0.00	0.00	29,000.00	0.00%
50-00-8121 Video Equipment - Purchase	0.00	0.00	12,600.00	37,709.41	(199.28%)
50-00-8126 Mobile Data Computers - Purchase	0.00	0.00	32,550.00	1,100.00	96.62%
Total Capital Outlay Expenditures	0.00	0.00	76,250.00	76,160.36	0.12%
Total Expenditures	0.00	3,111.34	361,760.00	153,987.01	57.43%
Total Crime Control and Prevention District Expenditu	\$ 0.00	\$ 3,111.34	\$ 361,760.00	\$ 153,987.01	57.43%
Crime Control and Prevention District Excess of Reven	\$ 0.00	\$ 126,298.41	\$ 42,234.00	\$ 307,083.97	(627.10%)

City of Castle Hills
Statement of Revenue and Expenditures

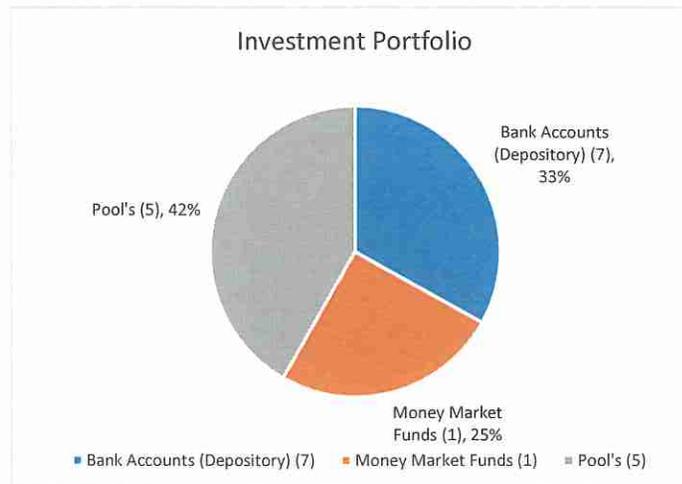
Revised Budget

For the Fiscal Period 2025-12 Ending September 30, 2025

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Total Revenues	\$ 0.00	\$ 313,837.78	\$ 3,246,626.00	\$ 3,545,205.18	(9.20%)
Total Expenditures	\$ 0.00	\$ 629,552.11	\$ 4,927,848.00	\$ 4,686,838.92	4.89%
Total Excess of Revenues Over Expenditures	\$ 0.00	\$ (315,714.33)	\$ (1,681,222.00)	\$ (1,141,633.74)	32.10%

CITY OF CASTLE HILLS
Quarterly Investment Report
Period Ending September 30, 2025

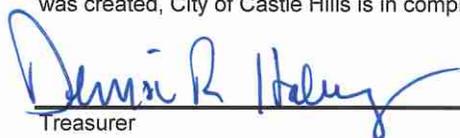
Portfolio Type	Beginning 10/1/2023	Deposits	Withdrawals	Interest	Ending 12/31/2023	% of Portfolio	Days to Maturity
Bank Accounts (Depository) (7)	\$4,245,122	\$3,989,664	\$3,768,640	\$10,330	\$4,466,146	33%	1
Money Market Funds (1)	\$3,384,620	\$10,675	\$0	\$10,675	\$3,395,295	25%	1
Pool's (5)	\$6,724,599	\$63,623	\$1,163,208	\$63,623	\$5,625,014	42%	1
Total Investments	\$14,354,340	\$4,063,963	\$4,931,847	\$84,628	\$13,486,455	100%	1



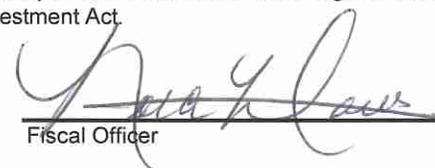
Depository Accounts total \$4,466,146 and were fully collateralized with pledged securities of \$10,573,420 and FDIC of \$250,000 for 196% above book value.

STATEMENTS OF COMPLIANCE OF INVESTMENT PORTFOLIO

The following reports are submitted in accordance with the Public Funds Investment Act (Texas Gov't Code 2256). The report also includes information as required by the City's adopted investment policy. The below signed hereby certify that, to best of their knowledge on the date the report was created, City of Castle Hills is in compliance with the provision of the Public Funds Investment Act.



 Treasurer



 Fiscal Officer

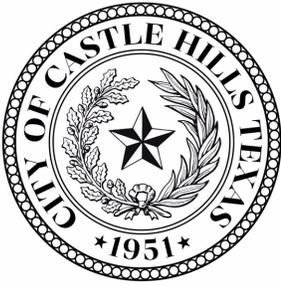
CITY OF CASTLE HILLS

Cash & Investments Balances By Fund Per General Ledger	September 30, 2025
General Fund (01)	\$ 4,733,709
Child Safety Fund (02)	\$ 131,487
Debt Service Fund (03)	\$ 112,638
Animal Shelter Fund (04)	\$ 7,418
Municipal Court Technology Fund (05)	\$ 2,229
Municipal Court Building Security Fund (06)	\$ 76,551
Municipal Court Efficiency Fund (07)	\$ 16,686
Street Maintenance Sales Tax Fund (08)	\$ 1,076,605
Contingency Fund for Major Purchases of Vehicles (09)	\$ 841,520
Drainage Utility Fund (10)	\$ 1,777,684
Police Seizure Fund (13 and 24)	\$ 497,135
Hotel Tax (14)	\$ 54,868
Local Truancy Prevention Fund (16)	\$ 89,420
Local Municipal Jury Fund (17)	\$ 1,842
LEOSE Funds (18)	\$ 20,222
CIED Fund (20)	\$ 87,817
Workstation Upgrade (21)	\$ 53,052
SAWS/CPS Street & Drainage Interlocal Funds (23)	\$ 275,100
2020 CO's Street Projects (30)	\$ 163,152
2020 CO's Drainage Fund (31)	\$ 78,473
American Rescue Plan (32)	\$ -
2023 CO Construction (33)	\$ (33,870.72)
2023 CO Construction (34)	\$ 1,678,679
Branding Committee (35)	\$ 11,890
Crime Control & Prevention District (50)	\$ 1,732,150
Total Cash & Investments *	\$ 13,486,455

* Total Cash and Investments represents balances for all Funds per the General Ledger, not bank balances. These balances should not be considered equivalent to available funds.

City of Castle Hills
Cash and Investment Accounts - Period Ending September 30, 2025

G L Account	Account Title	Beginning 6/30/2025	Deposits	Withdrawals	Interest	Ending 9/30/2025	% of Portfolio	Days to Maturity
Pooled Cash- Multiple Funds	IBC Castle Hills - General Fund (Operating Account)	4,265,240.40	3,989,664.43	3,768,639.54	15,834.89	4,486,265.29		
01-00-1001	Special Account	-	-	-	-	-		
24-00-1120	IBC Castle Hills Police Department-Special Account (State Seizure)	12.37	-	-	-	12.37		
13-00-1121	IBC Castle Hills Police Seizure Federal Cash	99.89	-	-	-	99.89		
13-00-1125	IBC Castle Hills Police Department- (Vending Machine)	-	-	-	-	-		
18-00-1127	IBC Castle Hills Police Department- Special Account Training (LEOSE)	18.37	-	-	-	18.37		
50-00-1005	IBC Crime Control Prevention District - Cash	(20,249.49)	-	-	-	(20,249.49)		
		\$ 4,245,121.54	\$ 3,989,664.43	\$ 3,768,639.54	\$ 15,834.89	\$ 4,466,146.43	33%	1
01-00-1002	Money Market Account	3,384,619.56	10,675.08	-	10,675.08	3,395,294.64	25%	1
		\$ 7,629,741.10	\$ 4,000,339.51	\$ 3,768,639.54	\$ 26,509.97	\$ 7,861,441.07	58%	1
01-00-1150	Texas Class (MBIA)	1,566,297.08	17,395.38	-	17,395.38	1,583,692.46		
01-00-1160	TexSTAR - Pooled	2,747,196.62	29,640.01	-	29,640.01	2,776,836.63		
30-00-1140	TexPool - Pooled	13,037.85	141.49	-	141.49	13,179.34		
30-00-1170	TexPool - 2020 C O Construction	166,160.23	1,631.12	17,818.90	1,631.12	149,972.45		
31-00-1190	TexSTAR 2020 C O Construction	77,635.07	837.60	-	837.60	78,472.67		
33-00-1140	TexPool - 2023 CO Construction	204,487.13	287.12	200,000.00	287.12	4,774.25		
34-00-1160	TexSTAR - 2023 CO Construction	1,949,784.72	13,690.33	945,388.67	13,690.33	1,018,086.38		
		\$ 6,724,598.70	\$ 63,623.05	\$ 1,163,207.57	\$ 63,623.05	\$ 5,625,014.18	42%	1
GRAND TOTAL INVESTMENTS AND CASH AT BANK		\$ 14,354,339.80	\$ 4,063,962.56	\$ 4,931,847.11	\$ 90,133.02	\$ 13,486,455.25		



AGENDA ITEM:	6.1 Public Hearing on a rezoning request for 5703 Blanco Road, described as CB 5008 P-12 (1.155) ABS 526 & P-11A (.312) ABS 526 from an "F" (Office and Professional 2-story) zoning district to a "G" (General Business) zoning district.
SUBMITTED BY:	City Manager
DATE SUBMITTED:	November 12, 2025
MEETING DATE:	November 18, 2025

AGENDA FORM

ITEM DESCRIPTION/SUMMARY

Public Hearing on a request from George Atallah, for a rezoning request for 5703 Blanco Road, Castle Hills, Texas, 78213, more particularly described as CB 5008 P-12 (1.155) ABS 526 & P-11A (.312) ABS 526, to rezone the property from an "F" Office and Professional 2-Story District to a "G" General Business District.

BACKGROUND

The property owner of 5703 Blanco Road, George Atallah has submitted a rezoning request from the "F" (Office and Professional 2-story) zoning district to the "G" (General Business) zoning district. The property owner seeks to open a medical clinic on the property, as well as to re-purpose one of existing buildings to a conference hall. The existing zoning (F zoning district) prohibits this type of development.

The public hearing will allow interested parties to ask questions, make statements, etc. regarding the request.

ATTACHMENTS: APPLICATION AND INFORMATION – PUBLIC HEARING ON ZONING CHANGE

REQUESTED ACTION

- Motion
- Discussion
- Ordinance
- Resolution
- Other

FINANCIAL

- Budgeted Item Original Estimate/Budget:
- Non-budgeted Item Current Estimate:
- Not Applicable

Amount

Under/Over Budget:

PROs / CON's

STAFF RECOMMENDATION

No action shall be taken.



CITY OF
CASTLE HILLS

209 LEMONWOOD DRIVE • CASTLE HILLS, TEXAS 78213-2410 • (210) 342-2341 • FAX (210) 342-4525

*APPLICATION AND INFORMATION
PUBLIC HEARING ON ZONING CHANGE*

All applications for changes in the zoning district classification of property or for changes in the textual provisions of the ordinance shall be filed with the Zoning Commission.

In order to insure proper consideration of an application for a Zoning Change by the Zoning Commission and the City Council, the Castle Hills Code provides in Section 50-498 the following:

All applications shall be submitted with site plans drawn to scale showing:

- (1) the arrangement of the proposed uses;
- (2) off-street parking facilities to include dimensions, spaces, arrangement, landscaping, finish materials, and the requirements of Section 50-351;
- (3) locations of all buildings, fences, signs, dumpsters, and improvements;
- (4) means of ingress and egress to public streets and adjacent properties;
- (5) visual screening;
- (6) the location of adjacent residences and other buildings;
- (7) the location and area of coverage of all outside lighting, including spill-over onto adjacent public and private properties;
- (8) modifications to existing drainage characteristics, existing and proposed surface water entry and discharge locations, and any detention or retention facilities;
- (9) uses to be permitted;
- (10) setbacks from lot lines; and
- (11) any other information requested by the City, the Zoning Commission, or the City Council.

The original application and 19 copies of the application, supporting documentation, and fee must be submitted prior to the submission deadline. Incomplete applications will not be accepted. All applications shall be submitted in an electronic form that is either compatible with

the City's computer software or in Adobe Acrobat, in addition to the original hard copy.

The City Manager shall file the application and report on the application to the Zoning Commission, which shall conduct a public hearing and make a recommendation to the City Council.

The person or persons making such application shall have permission in writing, signed by the owner or owners of record of the property being considered for rezoning. Such written permission must accompany any such application for rezoning. An "Owner Affidavit" is attached.

The application for REZONING shall be accompanied by a non-refundable filing fee of \$500.00.

The Zoning Commission meets the 1st Tuesday of every month upon request at 7:00 P.M. All requests will be submitted a minimum of 30 days prior to the date of the Commission's hearing for proper channeling. Notices of the public hearing shall be sent to owners of real property lying within 500 feet of the property on which the request is proposed.

The applicant or his representative must be present at the Hearing in order for the application to be considered.

The applicant shall post a City provided sign on the property in question advising the public of the application and of the Zoning Commission hearing date on the application. A sign must be visible from each street that borders the property and shall be **posted within seven (7) days of the filing date of the application** and be maintained until the day after the hearing. The sign must be returned to city hall by the applicant. Sign location shall be subject to City approval.

The Zoning Commission shall make a written report of recommendations to the City Council. This report shall be signed by the Commission's Chairman and kept on file in the office of the City Manager.

The City Council meets regularly the 2nd Tuesday of every month at 6:30 P.M. You will also be required to appear at the City Council meeting for a final decision.

*REQUEST
FOR ZONING COMMISSION HEARING
REZONING*

5703 Blanco Rd, San Antonio, TX, 78258

Property Address	Legal Description
George Atallah	5703 Blanco Rd, San Antonio, TX, 78258 , (210) 315-2628
Applicant's Name	Address & Phone #
JGSS LLC	5703 Blanco Rd, San Antonio, TX, 78258 , (210) 315-2628
Property Owner	Address & Phone #
Zone G: General Business District	

Proposed Zoning District and Use of Building or Property

Please provide your written request for the Hearing below.

We are requesting a rezoning of the property to a General Business District to allow us to open a medical clinic on the property as well as re purpose one of the spaces as a conference hall. This cannot be done under our current zoning district but changing the zoning district will bring a lot more business to the shopping center as well as Castle Hills.



SIGNATURE OF APPLICANT

9-24-25
DATE

NOV 4th, 2025
Date of Hearing

Acceptance of application subject to review by City Staff

Payment & Application Received by _____ Date _____

OWNER AFFIDAVIT

I, GEORGE ATALLAH, MANAGER OF JGSS, LLC

Owner of subject property at 5703 Blanco Rd. SA TX 78216

authorize (applicant) GEORGE ATALLAH

to pursue a request to the City of Castle Hills Zoning Commission for Rezoning:

the aforementioned property from the current Zoning of: F to G

for the following purpose: TO RENOVATE A BUILDING FOR A MEDICAL CLINIC USE & ANOTHER BUILDING FOR A CONFERENCE HALL.

GEORGE ATALLAH, MANAGER
JGSS, LLC

Printed Name of Property Owner


Signature of Property Owner

9-24-25
Date

Before me the undersigned on this day personally appeared

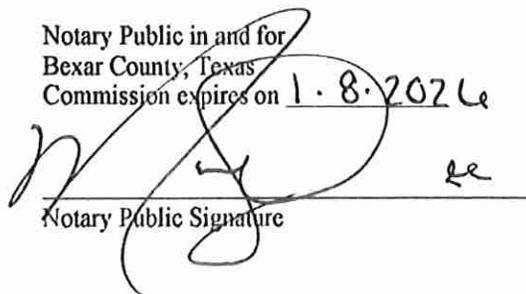
GEORGE ATALLAH

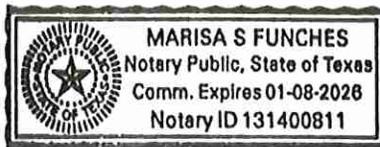
(Print Name of Property Owner)

Who on his/her oath certifies that the above statements are true and correct to his/her best knowledge.

Subscribed and sworn to before me this 24 day of SEPT, 2025

Notary Public in and for
Bexar County, Texas
Commission expires on 1-8-2026


Notary Public Signature



Secretary of State
P.O. Box 13697
Austin, TX 78711-3697
FAX: 512/463-5709



Filed in the Office of the
Secretary of State of Texas
Filing #: 805428481 02/20/2024
Document #: 1334451420002
Image Generated Electronically
for Web Filing

Filing Fee: \$300

**Certificate of Formation
Limited Liability Company**

Article 1 - Entity Name and Type

The filing entity being formed is a limited liability company. The name of the entity is:

JGSS, LLC

Article 2 - Registered Agent and Registered Office

A. The initial registered agent is an organization (cannot be company named above) by the name of:

Macom Law Firm, PLLC

OR

B. The initial registered agent is an individual resident of the state whose name is set forth below:

C. The business address of the registered agent and the registered office address is:

Street Address:

17806 Interstate 10, Suite 300 San Antonio TX 78257

Consent of Registered Agent

A. A copy of the consent of registered agent is attached.

OR

B. The consent of the registered agent is maintained by the entity.

Article 3 - Governing Authority

A. The limited liability company is to be managed by managers.

OR

B. The limited liability company will not have managers. Management of the company is reserved to the members.

The names and addresses of the governing persons are set forth below:

Manager 1: **George Atallah**

Title: **Manager**

Address: **5703 Blanco Road, Suite 220 San Antonio TX, USA 78216**

Article 4 - Purpose

The purpose for which the company is organized is for the transaction of any and all lawful business for which limited liability companies may be organized under the Texas Business Organizations Code.

Supplemental Provisions / Information

[The attached addendum, if any, is incorporated herein by reference.]

Initial Mailing Address

Address to be used by the Comptroller of Public Accounts for purposes of sending tax information.

The initial mailing address of the filing entity is:

**5703 Blanco Road, Suite 220
San Antonio, TX 78216
USA**

Organizer

The name and address of the organizer are set forth below.

George Atallah 5703 Blanco Road, Suite 220, San Antonio, Texas 78216

Effectiveness of Filing

A. This document becomes effective when the document is filed by the secretary of state.

OR

B. This document becomes effective at a later date, which is not more than ninety (90) days from the date of its signing. The delayed effective date is:

Execution

The undersigned affirms that the person designated as registered agent has consented to the appointment. The undersigned signs this document subject to the penalties imposed by law for the submission of a materially false or fraudulent instrument and certifies under penalty of perjury that the undersigned is authorized under the provisions of law governing the entity to execute the filing instrument.

George Atallah

Signature of Organizer

FILING OFFICE COPY

allocation pursuant to this Agreement and the Internal Revenue Code, shall be the record date for such determination of Members.

5.02 Distributions.

(a) From time to time (but at least once each calendar quarter) the Managers shall determine in their reasonable judgment to what extent (if any) the Company's cash on hand exceeds its current and anticipated needs, including, without limitation, for operating expenses, debt service, acquisitions, and a reasonable contingency reserve. If such an excess exists, the Managers shall cause the Company to distribute to the Members, in accordance with their Percentage Interests, an amount in cash equal to that excess.

(b) From time to time the Managers also may cause property of the Company other than cash to be distributed to the Members, which distribution must be made in accordance with their Percentage Interests and may be made subject to existing liabilities and obligations. Immediately prior to such a distribution, the Capital Accounts of the Members shall be adjusted as provided in Treasury Regulation § 1.704-1(b)(2)(iv)(f).

**ARTICLE VI
MANAGEMENT**

6.01 Management by Managers. Except for situations in which the approval of the Members is required by this Agreement or by nonwaivable provisions of applicable law, and subject to the provisions of paragraph 6.02 of this Agreement, the Managers shall have the sole and exclusive control of the management, business and affairs of the Company, and the Managers shall make all decisions and take all actions for the Company not otherwise provided for in this Agreement, including, without limitation, the following:

(a) entering into, making, and performing contracts, agreements, and other undertakings binding the Company that may be necessary, appropriate, or advisable in furtherance of the purposes of the Company and making all decisions and waivers thereunder;

(b) opening and maintaining bank and investment accounts and arrangements, drawing checks and other orders for the payment of money, and designating individuals with authority to sign or give instructions with respect to those accounts and arrangements;

(c) maintaining the assets of the Company in good order;

(d) collecting sums due the Company;

(e) to the extent that funds of the Company are available therefor, paying debts

and obligations of the Company;

(f) acquiring, utilizing for Company purposes, and disposing of any asset of the Company;

(g) borrowing money or otherwise committing the credit of the Company for Company activities and voluntary prepayments or extensions of debt;

(h) selecting, removing, and changing the authority and responsibility of lawyers, accountants, and other advisers and consultants;

(i) obtaining insurance for the Company;

(j) determining distributions of Company cash and other property as provided in paragraph 5.02 of this Agreement;

(k) establishing a seal for the Company; and

(l) designating one or more committees, each of which shall be comprised of one or more Managers, to exercise any authority of the Managers in the management, business and affairs of the Company.

6.02 Restrictions. Notwithstanding the provisions of paragraph 6.01 of this Agreement, the Managers may not cause the Company to do any of the following without complying with the applicable requirements set forth below:

(a) enter into a Fundamental Business Transaction, without complying with the applicable procedures set forth in the TBOC regarding approval by the Members (unless such provision is rendered inapplicable by another provision of applicable law);

(b) do any act in violation of this Agreement;

(c) admit a Member, except as expressly permitted by this Agreement;

(d) do any act which requires the prior approval of the Members;

(e) possess Company property or assign rights in Company property, other than for a Company purpose; or

(f) amend this Agreement, except as expressly permitted by this Agreement.

6.03 Conflicts of Interest. Subject to the other express provisions of this Agreement, each Manager, Member and officer of the Company at any time and from time to time may engage in and possess interests in other business ventures of any and every type and description,

PLAT NO. 23-11 BXXXX

SUBDIVISION PLAT
ESTABLISHING

BLANCO PLAZ. COMMERCIAL

BEING A TOTAL OF 1.478 ACRE TRACT OF LAND LYING IN THE FRANCIS MCKAY SURVEY NUMBER 366, ABSTRACT NUMBER 926, BEXAR COUNTY, TEXAS, CALLED OFF EXCELLENCE IN LEADERSHIP, REFERENCE TO DOCUMENT NUMBER 20050151489, OFFICIAL PUBLIC RECORDS, BEXAR COUNTY, TEXAS.



SCALE: 1:40

DATE OF PREPARATION: September 30, 2024

STATE OF TEXAS
COUNTY OF BEXAR

THE OWNER OF LAND SHOWN ON THIS PLAT, IN PERSON OR THROUGH A duly authorized agent, DEEDICATES OR IDENTIFIED AS PRIVATE OR PART OF AN ENCLAVE OR PLANNED UNIT DEVELOPMENT, FOREVER ALL STREETS, ALLEYS, PARKS, WATERCOURSES, DRAINS, EASEMENTS, AND PUBLIC PLACES THEREIN SHOWN FOR THE PURPOSE AND CONSIDERATION THEREIN EXPRESSED.

OWNER/DEVELOPER:

JCSS, LLC
5703 Blanco Rd.
San Antonio, TX 78216
(210) 315-2628

STATE OF TEXAS
COUNTY OF BEXAR

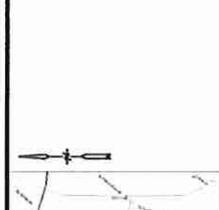
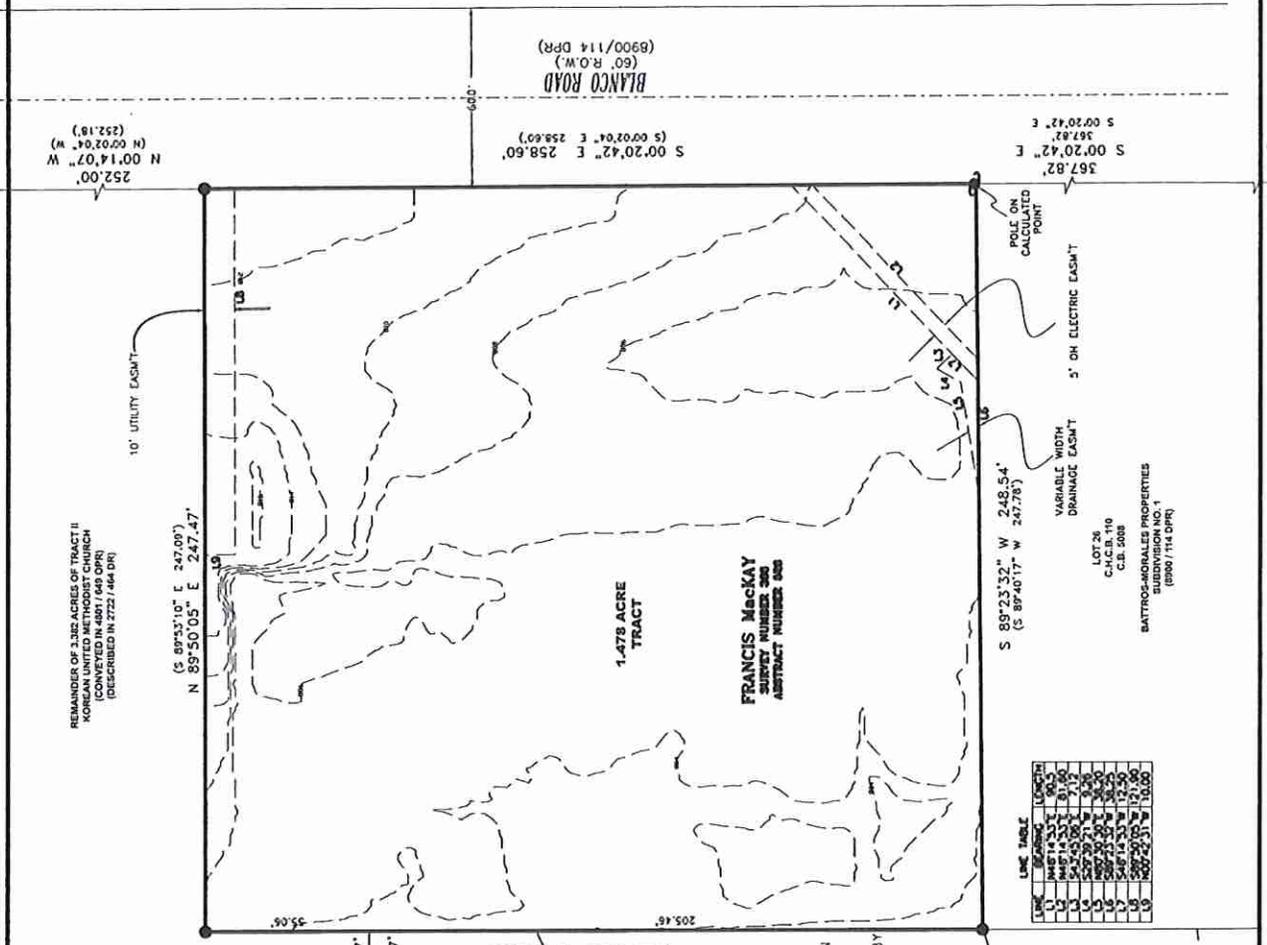
BEFORE ME, THE UNDERSIGNED AUTHORITY ON THIS DAY PERSONALLY APPEARED OWNER'S NAME, HERE KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT FOR THE PURPOSE AND IN THE CONSIDERATIONS THEREIN EXPRESSED, AND IN THE CAPACITY THEREIN STATED, GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS ____ DAY OF _____ A.D. 20__.

NOTARY PUBLIC, BEXAR COUNTY, TEXAS

CERTIFICATE OF APPROVAL:
THIS MINOR PLAT HAS BEEN SUBMITTED TO THE CITY OF ALAMO HEIGHTS, TEXAS, COMMUNITY DEVELOPMENT DEPARTMENT BY THE REGISTERED PROFESSIONAL LAND SURVEYOR AND APPROVED IN ACCORDANCE WITH STATE AND LOCAL LAWS AND REGULATIONS AS INDICATED BELOW.

DATED THIS ____ DAY OF _____ A.D. 20__

BY: DIRECTOR OF PUBLIC WORKS DEPT.
CITY OF CASTLE HILLS, TEXAS



REMAINDER OF 1.99 ACRES OF TRACT #1
KORLAN UNITED METHODIST CHURCH
(CONVEYED IN 4891 / 649 DPR)
(DESCRIBED IN 2722 / 464 DPR)

REMAINDER OF 3.362 ACRES OF TRACT #2
KORLAN UNITED METHODIST CHURCH
(CONVEYED IN 4891 / 649 DPR)
(DESCRIBED IN 2722 / 464 DPR)

(N 89°53'10\" W 176.177'
S 89°51'41\" W 176.117'
(UNLESS NOTED)
1/2\" IRON ROD SET W/CAP
STAMPED: ALLIANCE LAND
SURVEYORS RPLS 6500\"
PINCHED PIPE
PK NAIL FOUND IN CONC.
CALCULATED POINT
RECORD INFORMATION
SCHEDULE B REFERENCE
000/000
VOLUME/PAGE

LOTS
(N 00°07'00\" E 260.51'
N 00°06'39\" E 260.51'

CASTLE HILLS
PARK ESTATES
UNITS
(4167 / 246 DPR)

STATE OF TEXAS
COUNTY OF BEXAR

I HEREBY CERTIFY THAT PROPER ENGINEERING CONSIDERATION HAS BEEN GIVEN THIS PLAT TO THE MATTERS OF STREETS, LOTS AND DRAINAGE LAYOUT, TO THE BEST OF MY KNOWLEDGE THIS PLAT CONFORMS TO ALL REQUIREMENTS OF THE UNIFIED DEVELOPMENT CODE, EXCEPT FOR THOSE VARIANCES GRANTED BY THE CASTLE HILLS PLANNING COMMISSION.

STATE OF TEXAS
COUNTY OF BEXAR

LICENSED PROFESSIONAL ENGINEER

I HEREBY CERTIFY THAT THE ABOVE PLAT CONFORMS TO THE MINIMUM STANDARDS SET FORTH BY THE TEXAS BOARD OF REGISTERED PROFESSIONAL LAND SURVEYORS, ACCORDING TO AN ACTUAL SURVEY MADE ON THE GROUND BY: ALLIANCE LAND SURVEYORS

REGISTERED PROFESSIONAL LAND SURVEYOR

LINE TABLE

LINE	BEARING	LENGTH	AREA
1	N 00°14'07\" W	252.00'	0.0000
2	S 00°20'42\" E	567.82'	0.0000
3	S 89°23'32\" W	248.54'	0.0000
4	N 89°50'05\" E	247.47'	0.0000
5	S 00°20'42\" E	567.82'	0.0000
6	N 00°14'07\" W	252.00'	0.0000
7	S 89°53'10\" W	176.177'	0.0000
8	S 89°51'41\" W	176.117'	0.0000
9	N 00°07'00\" E	260.51'	0.0000
10	N 00°06'39\" E	260.51'	0.0000
11	S 89°53'10\" W	176.177'	0.0000
12	S 89°51'41\" W	176.117'	0.0000
13	N 00°07'00\" E	260.51'	0.0000
14	N 00°06'39\" E	260.51'	0.0000
15	S 89°53'10\" W	176.177'	0.0000
16	S 89°51'41\" W	176.117'	0.0000
17	N 00°07'00\" E	260.51'	0.0000
18	N 00°06'39\" E	260.51'	0.0000
19	S 89°53'10\" W	176.177'	0.0000
20	S 89°51'41\" W	176.117'	0.0000
21	N 00°07'00\" E	260.51'	0.0000
22	N 00°06'39\" E	260.51'	0.0000
23	S 89°53'10\" W	176.177'	0.0000
24	S 89°51'41\" W	176.117'	0.0000
25	N 00°07'00\" E	260.51'	0.0000
26	N 00°06'39\" E	260.51'	0.0000
27	S 89°53'10\" W	176.177'	0.0000
28	S 89°51'41\" W	176.117'	0.0000
29	N 00°07'00\" E	260.51'	0.0000
30	N 00°06'39\" E	260.51'	0.0000

LOT 76
C.H.C.B. 110
C.B. 5008
BATTROS-MORALES PROPERTIES
SUBDIVISION NO. 1
(8990 / 114 DPR)

REGISTERED PROFESSIONAL LAND SURVEYOR

5703 BLANCO RD CONTEXT MAP

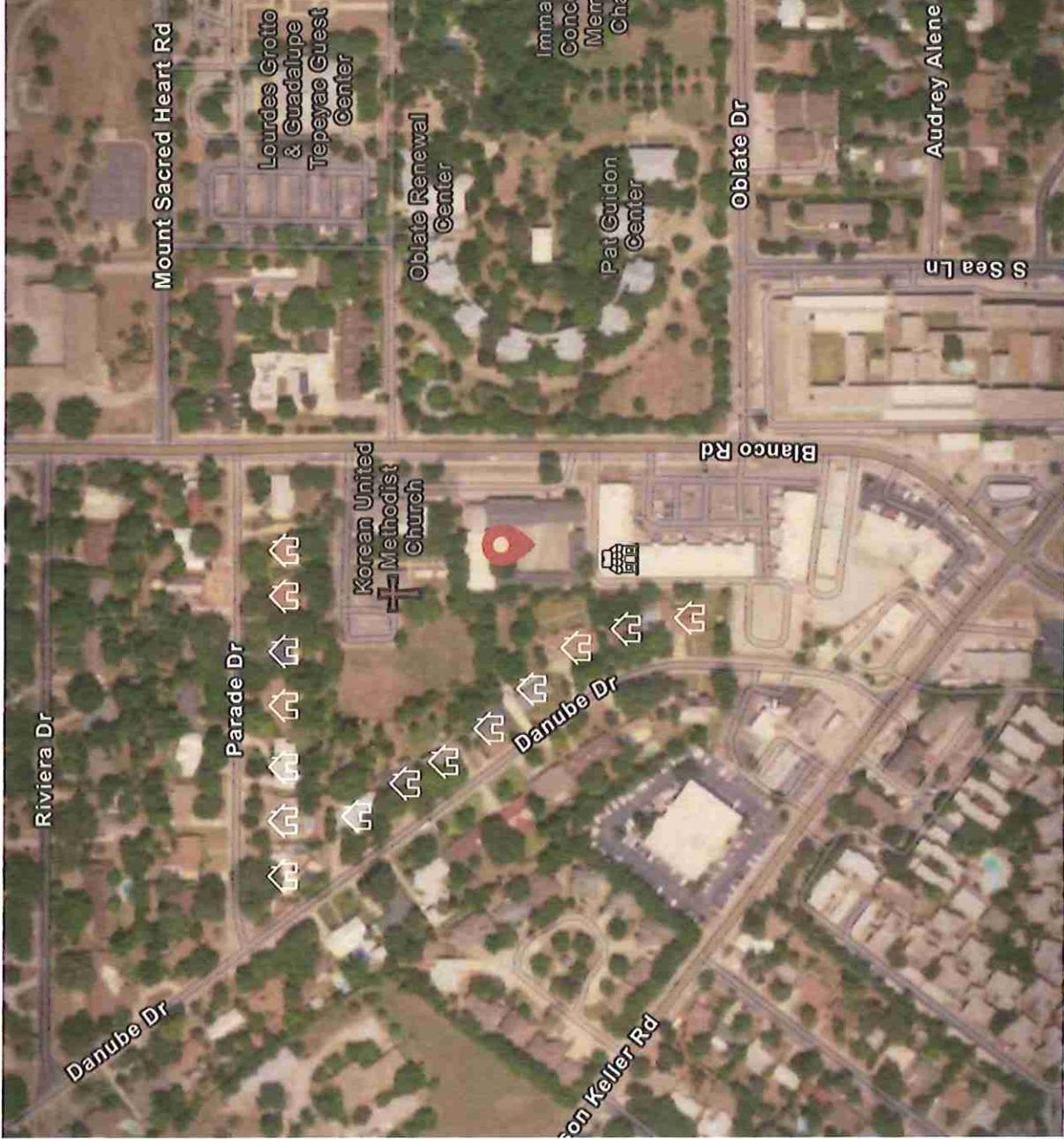
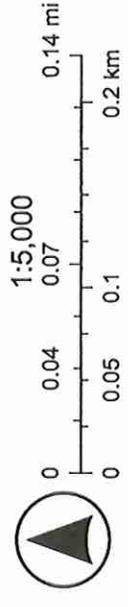
SITE CONTEXT KEY

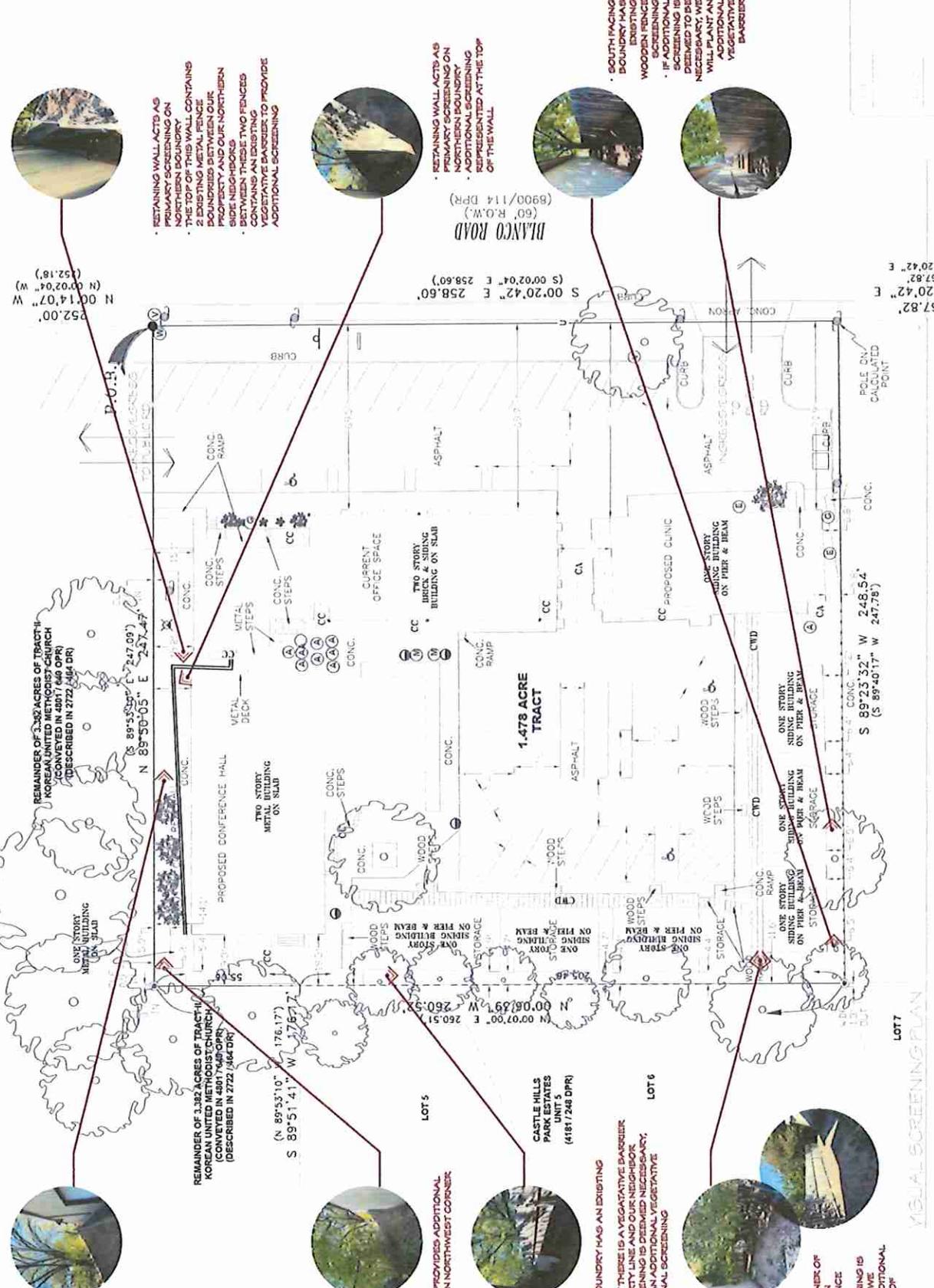
 SITE LOCATION

 RESIDENTIAL PROPERTY

 COMMERCIAL BUILDING

 KOREAN UNITED
METHODIST CHURCH





- METAL FENCE PROVIDES BARGE SCREENING ALONG THIS PATH WE INTEND TO PLANT A LINE OF TREES TO PROVIDE ADDITIONAL SCREENING

- REMAINING WALL ACTS AS PRIMARY SCREENING ON NORTHERN BOUNDARY
- THE TOP OF THIS WALL CONTAINS 2 EXISTING METAL FENCE BOUNDARIES BETWEEN OUR PROPERTY AND OUR NORTHERN SIDE NEIGHBORS
- BETWEEN THESE TWO FENCES WE INTEND TO PLANT VEGETATIVE BARSIEK TO PROVIDE ADDITIONAL SCREENING

- VEGETATION BARSIEK PROVIDES ADDITIONAL EXISTING SCREENING IN NORTHWEST CORNER

- REMAINING WALL ACTS AS PRIMARY SCREENING ON NORTHERN BOUNDARY
- ADDITIONAL SCREENING REPRESENTED AT THE TOP OF THE WALL

- THE WESTERN SITE BOUNDARY HAS AN EXISTING WOODEN FENCE
- WOODEN FENCE BARSIEK THERE IS A VEGETATIVE BARSIEK BETWEEN OUR PROPERTY LINE AND OUR NEIGHBOR
- IF ADDITIONAL SCREENING IS DEEMED NECESSARY, WE INTEND TO PLANT AN ADDITIONAL VEGETATIVE BARSIEK FOR ADDITIONAL SCREENING

- SOUTH FACING BOUNDARY HAS WOODEN FENCE SCREENING
- IF ADDITIONAL SCREENING IS DEEMED TO BE NECESSARY, WE WILL PLANT AN ADDITIONAL VEGETATIVE BARSIEK

- THE SOUTHWEST CORNER OF OUR SITE CONTAINS AN EXISTING WOODEN FENCE SCREENING
- IF ADDITIONAL SCREENING IS DEEMED NECESSARY, WE INTEND TO ADD AN ADDITIONAL VEGETATIVE BARSIEK OF SCREENING

LOT 26
C.H.C.B. 110
C.B. 5008

VISUAL SCREENING PLAN

367.82' S 00°20'42" E
367.82' S 00°20'42" E

352.00' N 00°14'07" W
(52.18')

BLANCO ROAD
(60' R.O.W.)
(6900/114 DPR)
S 00°20'42" E 258.60'
(S 00°20'42" E 258.60')

S 89°23'32" W 248.54'
(S 89°40'17" W 247.79')

N 89°50'05" E 257.47'
(S 89°55'57" W 247.09')

(N 89°51'41" W 176.17')
S 89°51'41" W 176.17'

N 00°07'00" E 260.51'
(N 00°08'59" W 260.52')

REMAINDER OF 3.382 ACRES OF TRACT/H/ KOREAN UNITED METHODIST CHURCH (CONVERTED IN 4801 (480 DFR) (DESCRIBED IN 2722 (484 DFR))

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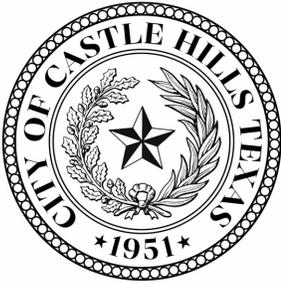
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AGENDA ITEM:	6.2 Discussion and possible action on Ordinance 2025-11-18 on a request from George Atallah for a rezoning request for 5703 Blanco Road, described as CB 5008 P-12 (1.155) ABS 526 & P-11A (.312) ABS 526 to rezoning the property from an “F” (Office and Professional 2-story) zoning district to a “G” (General Business) zoning district.
SUBMITTED BY:	City Manager
DATE SUBMITTED:	November 12, 2025
MEETING DATE:	November 18, 2025

AGENDA FORM

ITEM DESCRIPTION/SUMMARY

Discussion and Possible Action on Ordinance 2025-11-18 on a request from George Atallah, for a rezoning request for 5703 Blanco Road, Castle Hills, Texas, 78213, more particularly described as CB 5008 P-12 (1.155) ABS 526 & P-11A (.312) ABS 526, to rezone the property from an “F” Office and Professional 2-Story District to a “G” General Business District.

BACKGROUND

The property owner of 5703 Blanco Road, George Atallah has submitted a rezoning request from the “F” (Office and Professional 2-story) zoning district to the “G” (General Business) zoning district. The property owner seeks to open a medical clinic on the property, as well as to re-purpose one of existing buildings to a conference hall. The existing zoning (F zoning district) prohibits this type of development.

Attached is the application and information that was submitted to the Zoning Commission. Zoning met on November 4th to consider this request and unanimously recommended approval. At the Zoning Commission meeting, there were questions regarding parking and accessibility, but the applicant addressed those to the satisfaction of the board members.

ATTACHMENT: APPLICATION AND INFORMATION – PUBLIC HEARING ON ZONING CHANGE

REQUESTED ACTION

- Motion
- Discussion
- Ordinance X
- Resolution
- Other

FINANCIAL

Budgeted Item

Original Estimate/Budget:

Non-budgeted Item

Current Estimate:

Not Applicable

Amount Under/Over Budget:

PROs / CON's

STAFF RECOMMENDATION

Staff recommends approval of Ordinance 2025-11-18, authorizing the changing of the zoning of 5703 Blanco Road from the "F" zoning district to the "G" zoning district.

The City of Castle Hills, Texas

ORDINANCE NO. 2025-11-18

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CASTLE HILLS, TEXAS CHANGING THE ZONING OF THE PROPERTY LOCATED AT 5703 BLANCO ROAD, CASTLE HILLS, TEXAS, FROM “F TWO STORY OFFICE-PROFESSIONAL DISTRICT” TO “G GENERAL BUSINESS DISTRICT”

WHEREAS, the City of Castle Hills received an application from George Alattah to change the zoning of the property located at 5703 Blanco Road, Castle Hills, Texas, more particularly described in Warranty Deed with Vendor’s Lien duly recorded under 5703 Blanco Road, Castle Hills, Texas, being legally described in a Warranty Deed with Vendor’s Lien duly recorded as Document Number 20240140092 in the Official Public eRecords of Bexar County, Texas on August 1, 2024 (the “Property”) from “F Two Story Office-Professional District” to “G General Business District;” and

WHEREAS, notices of a public hearing by the Zoning Commission as to the potential change in zoning of the Property were sent to the owners of property within 500 feet of the Property; and

WHEREAS, the Zoning Commission of the City of Castle Hills held a public hearing on November 4, 2025, concerning the potential change in zoning of the Property from “F Two Story Office-Professional District” to “G General Business District;” and

WHEREAS, the Zoning Commission of the City of Castle Hills found that it was appropriate to recommend to the City Council of the City of Castle Hills that the zoning of the Property be changed from “F Two Story Office-Professional District” to “G General Business District;” and

WHEREAS, the City Council held a public hearing on November 18, 2025, on the potential change in zoning of the Property from “F Two Story Office-Professional District” to “G General Business District;” and

WHEREAS, the City Council believes that it is appropriate to change the zoning of the Property from “F Two Story Office-Professional District” to “G General Business District.”

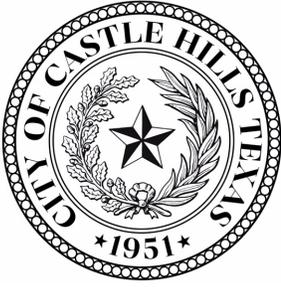
NOW, THEREFORE, IT IS ORDAINED BY THE CITY COUNCIL OF THE CITY OF CASTLE HILLS, TEXAS, that the zoning of the property located at 5703 Blanco Road, Castle Hills, Texas, being legally described in a Warranty Deed with Vendor’s Lien duly recorded as Document Number 20240140092 in the Official Public eRecords of Bexar County, Texas on August 1, 2024, be changed to “G General Business District.”

Passed and adopted on November 18, 2025.

J.R. TREVINO, Mayor

ATTEST:

Nichole Heinrich, City Secretary



AGENDA ITEM:	6.3 Discussion and possible action on Resolution 2025-11-18 regarding the annual review of the City's Investment Policy and Investment Strategy.
SUBMITTED BY:	City Manager
DATE SUBMITTED:	November 12, 2025
MEETING DATE:	November 18, 2025

AGENDA FORM

ITEM DESCRIPTION/SUMMARY

Discussion and Possible Action adopting Resolution 2025-11-18 regarding annual review of the Investment Policy and Investment Strategy of the City.

BACKGROUND

By state statute, it is necessary for the City to annually review its Investment Policy. I recommend the following revisions to the Policy:

- 1) PURPOSE – language amended to better clarify the purpose of the policy
- 2) RESPONSIBILITY AND CONTROL - add the City Manager as an Investment Officer
- 3) SUITABLE AND AUTOHRIZED INVESTMENTS - add section on investments that are NOT authorized

ATTACHMENT: CITY OF CASTLE HILLS INVESTMENT POLICY Amended: November 18, 2025

REQUESTED ACTION

- Motion
- Discussion
- Ordinance
- Resolution
- Other

FINANCIAL

- Budgeted Item
- Non-budgeted Item
- Not Applicable

Original Estimate/Budget:

Current Estimate:

Amount Under/Over Budget:

PROs / CON's

STAFF RECOMMENDATION

Staff recommends approval of Resolution 2025-11-18, reviewing and amending the City of Castle Hills Investment Policy.

RESOLUTION NO. 2025-11-18

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CASTLE HILLS, TEXAS, REGARDING ANNUAL REVIEW OF THE CITY'S INVESTMENT POLICY AND INVESTMENT STRATEGY

WHEREAS, Chapter 2256 of the Texas Government Code, commonly known as the “Public Funds Investment Act,” requires the City to adopt an investment policy and an investment strategy by rule, order, ordinance, or resolution; and

WHEREAS, the Public Funds Investment Act also requires the governing body to review its investment policy and investment strategy by rule, order, ordinance or resolution not less than annually, recording any changes made thereto; and

WHEREAS, the City Council of the City of Castle Hills has reviewed the City Investment Policy and Investment Strategy and determined that various amendments to the Investment Policy or Investment Strategy should be made at this time.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CASTLE HILLS, TEXAS, THAT:

SECTION 1. The City Council has reviewed the Investment Policy and the Investment Strategy of the City of Castle Hills and has determined that various amendments to the Investment Policy or Investment Strategy should be made at this time.

SECTION 2. The City Council hereby confirms that the Investment Officers of the City are the City Treasurer, a current sitting member of the City Council, and the City Manager.

PASSED, AND ADOPTED on the 18th day of November 2025.

J.R. Treviño, Mayor

ATTEST:

Nichole Heinrich, TRMC
City Secretary

CITY OF CASTLE HILLS INVESTMENT POLICY Amended: November 18, 2025

I. POLICY

It is the policy of the City of Castle Hills (herein after referred to as “City”) that after allowing for the anticipated cash flow requirements of the City and giving due consideration to the safety and risk of investment, all available funds shall be invested in conformance with these legal and administrative guidelines, seeking to optimize interest earnings to the maximum extent possible.

Effective cash management is recognized as essential to good fiscal management. Investment interest is a source of revenue to the City. The City’s investment portfolio shall be designed and managed in a manner to be responsive to public trust, and to be in compliance with legal requirements and limitations. Investments shall be made with the primary objectives of:

- Safety and preservation of principal
- Maintenance of sufficient liquidity to meet operating needs
- Public trust from prudent investment activities
- Optimization of interest earnings on the portfolio

II. PURPOSE

The purpose of this Investment Policy is to set forth specific investment policy and strategy guidelines for the City in order to achieve the goals of safety, liquidity, yield, and public trust for all investment activity. This policy serves to satisfy the statutory requirements (specifically the Public Funds Investment Act, V.T.C.A. Government Code, Chapter 2256 (the “Act”) to define, adopt and review a formal investment strategy and policy. The Investment Policy addresses the methods, procedures and practices that must be exercised to ensure effective and judicious fiscal management of the City’s funds.

III. SCOPE

This Investment Policy shall govern the investment of all financial assets of the City. These funds are accounted for in the City’s Annual Financial Report and include:

- General Fund
- Crime Control Prevention District (CCPD)
- Capital Projects Funds
- Special Revenue Funds
- Debt Service Funds, including reserves and sinking funds, to the extent not required by law or existing contract to be kept segregated and managed separately

- Other funds established from time to time

Except for cash in certain restricted and special funds, the City may consolidate cash and investment balances to ease cash management operations and maximize investment earnings. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

This Investment Policy shall apply to all transactions involving the financial assets and related activity for all the foregoing funds. However, this policy does not apply to the assets administered for the benefit of the City by outside agencies under deferred compensation programs or other post-employment benefits (OPEB) trust funds.

IV. INVESTMENT OBJECTIVES AND STRATEGY

The City shall manage and invest its cash with five primary objectives, listed in order of priority: **safety, liquidity, diversification, public trust, and yield, expressed as optimization of interest earnings.** The safety of the principal invested always remains the primary objective, while strategizing to safeguard a rate of return through diversification and proper liquidity. All investments shall be designed and managed in a manner responsive to the public trust and consistent with State and local law.

The City shall maintain a comprehensive cash management program, which includes collection of account receivables, vendor payments in accordance with invoice terms, and prudent investment of available cash. Cash management is defined as the process of managing monies in order to insure maximum cash availability and maximum earnings on short-term investment of idle cash.

1. Safety

Safety of principal is the foremost objective of the investment program. Investment for speculation is prohibited. No individual or group of transactions shall be undertaken that would jeopardize the total capital sum of the overall portfolio. Adherence to the preferred investment listed in the investment policy will maximize safety. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit and interest rate risk.

- A. Credit Risk – The City will minimize credit risk, the risk of loss due to the failure of the issuer or backer of the investment by:
 1. Limiting investments to the safest types of investments.
 2. Pre-qualifying the financial institutions and brokers/dealers with which the City will do business.
 3. Diversifying the investment portfolio so that potential losses on individual issuers will be minimized.

- B. Interest Rate Risk – the City will minimize the risk that the interest earnings and the market value of investments in the portfolio will fall due to changes in general interest rates, by:
1. Structuring the investment portfolio so that investments mature to meet cash requirements for ongoing operations, thereby avoiding the need to liquidate investments prior to maturity.
 2. Investing operating funds primarily in shorter-term securities, money market mutual funds, local government investment pools functioning as money market mutual funds, or certificates of deposit.
 3. Diversifying maturities and staggering (laddering) purchase dates to minimize the impact of market movements over time.

2. Liquidity

The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that investments mature concurrent with cash needs to meet anticipated demands (static liquidity). Because all possible cash demands cannot be anticipated, the portfolio should consist largely of securities with active secondary or resale markets (dynamic liquidity). A portion of the portfolio also may be placed in money market mutual funds or local government investment pools that offer same-day liquidity.

3. Diversification

The City will diversify its investments by market sector (security type and maturity, in order to minimize investment and market risk. The portfolio will be designed to avoid unreasonable risks within one market sector or from an individual institution.

4. Public Trust

All participants in the City's investment process shall seek to act responsibly as custodians of the public trust. Investment officers shall avoid any transaction that might impair public confidence in the City's ability to govern effectively.

5. Yield (Optimization of Interest Earnings)

The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above.

The City of Castle Hills maintains portfolios which utilize four specific investment strategy considerations designed to address the unique characteristics of the fund groups represented in the portfolios:

- A. Investment strategies for operating funds and commingled pools containing operating funds have, as their primary objective, to ensure that anticipated cash flows are matched with adequate investment liquidity. The secondary objective is to create a portfolio structure which will experience minimal volatility during economic cycles. The dollar weighted average maturity of 365 days or less will be calculated using the stated final maturity date of each security.
- B. Investment strategies for debt service funds shall have as the primary objective the assurance of investment liquidity adequate to cover the debt service obligations on the required payment date. Securities purchased shall not have a stated final maturity date which exceeds the debt service payment date.
- C. Investment strategies for debt service reserve funds shall have as the primary objective the ability to generate a dependable revenue stream to the appropriate debt service fund from securities with a low degree of volatility. Securities should be of high quality and, except as may be required by the bond ordinance specific to an individual issue, of short to intermediate-term maturities. Volatility shall be further controlled through the purchase of securities carrying the highest coupon available, within the desired maturity and quality range, without paying a premium, if at all possible. Such securities will tend to hold their value during economic cycles.
- D. Investment strategies for special projects or special purpose fund portfolios will have as their primary objective to assure that anticipated cash flows are matched with adequate investment liquidity. The stated final maturity dates of securities held should not exceed the estimated project completion date.

V. RESPONSIBILITY AND CONTROL

1. Delegation of Authority

Authority to manage and operate the investment program is granted to the Investment Officers. The Investment Officers for the City of Castle Hills shall be the City Treasurer, a then current sitting member of the Castle Hills City Council, appointed under separate action by the City Council and **the City Manager**. The Investment Officers shall establish written procedures and internal controls for the operation of the investment program consistent with this Investment Policy. Procedures should include, but not be limited to, references to: account management procedures, cash flow estimation procedures, investment transaction procedures, authorized dealer selection process, and investment portfolio reporting requirements.

2. Quality and Capability of Investment Management

The City shall provide funding for periodic training in investments for the Investment Officers through courses and seminars offered by professional organizations, associations, and other independent sources to ensure the quality and capability of investment management in compliance with the Public Funds Investment Act.

3. Training Requirement

In accordance with the Public Funds Investment Act, designated Investment Officers shall attend an investment training session no less often than once in a two-year period that begins on the first day of the City's fiscal year and consists of the two consecutive fiscal years after that date and shall receive not less than eight (8) hours of instruction relating to investment responsibilities. A newly appointed Investment Officer must attend a training session of at least ten (10) hours of instruction within twelve months of the date the Officer took office or assumed the Officer's duties.

The investment training session shall be provided by an independent source approved by the City Council. For purposes of this policy, an "independent source" from which investment training shall be obtained shall include a professional organization, an institution of higher education or any other sponsor other than a business organization with whom the City may engage in an investment transaction.

Sources approved to provide training to the City's Investment Officers include:

- Government Finance Officers Association (GFOA)
- Government Finance Officers Association of Texas (GFOAT)
- Government Treasurers' Organization of Texas (GTOT)
- University of North Texas Center for Public Management
- Texas Municipal League (TML)

4. Internal Controls

The City Manager and Fiscal Manager are responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the City are protected from loss, theft, or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management.

Accordingly, the Fiscal Manager shall establish a process for independent review by an external auditor to ensure compliance with policies and procedures. The independent review, in conjunction with the City's annual financial audit, shall perform a compliance audit of management controls on investments and adherence to the City's established investment policies. The internal management controls shall address the following points.

- Control of collusion.
- Separation of transactions authority from accounting and record keeping.
- Custodial safekeeping.
- Avoidance of physical delivery securities.
- Clear delegation of authority to subordinate staff members.

- Written confirmation for telephone (voice) transactions for investments and wire transfers.
- Development of a wire transfer agreement with the depository bank or third-party custodian.
- Documentation of transactions and strategies.

5. Prudence

The standard of prudence to be applied by the Investment Officers shall be the “prudent investor” rule, which states that “Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.” In determining whether an Investment Officer has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration:

- A. The investment of all funds, or funds under the City’s control, over which the Officer had responsibility, rather than a consideration as to the prudence of a single investment.
- B. Whether the investment decision was consistent with the written approved Investment Policy of the City

The Investment Officers and those delegated investment authority under this Policy, when acting in accordance with the written procedures and in accord with the Prudent Person Rule, shall be relieved of personal liability in the management of the portfolio provided that the deviations from expectations for a specific security’s credit risk or market price change or portfolio sifts are reported in a timely manner and that appropriate action is taken to control adverse market effects.

6. Ethics and Conflicts of Interest

Officers and employees involved in the investment process shall refrain from personal business activity that would conflict with the proper execution and management of the investment program, or that would impair their ability to make impartial decisions. Investment Officers shall disclose any material interests in financial institutions with which they conduct investment business. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and Officers shall refrain from undertaking personal investment transactions with the same individual with which business is conducted on behalf of the City.

An Investment Officer of the City who has a personal business relationship with an organization seeking to sell an investment to the City shall file a statement disclosing that personal business interest. An Investment Officer who is related within the second degree by affinity or consanguinity to an individual seeking to sell an investment to the City shall file a

statement disclosing that relationship. A statement required under this subsection must be filed with the Texas Ethics Commission and the City Council.

VI. SUITABLE AND AUTHORIZED INVESTMENTS

1. Portfolio Management

The City will implement a laddering program as its portfolio strategy to ensure cash flow requirements are met. The City shall have the flexibility should circumstances arise that warrant the need to move securities/investments.

2. Investments

City funds governed by this policy may be invested in the instruments described below, all of which are authorized by Chapter 2256 of the Government Code (Public Funds Investment Act). Investment of City funds in any instrument or security not authorized by this policy for investment is prohibited. The City will not be required to liquidate an investment that becomes unauthorized subsequent to its purchase.

The City will monitor rating changes in investments acquired with public funds. Ratings will be monitored through websites such as Moody's, Standard & Poor's (S&P), and Electronic Municipal Market Access (EMMA). Ratings for active investments will be listed in the investment reports presented and approved by the City Council quarterly. All prudent measures will be taken to liquidate an investment that is downgraded to less than the required minimum rating.

Authorized

1. Obligations issued, Guaranteed, or Insured by the United States of America, or its agencies and instrumentalities, including letters of credit, with a stated final maturity not to exceed two years.
2. Certificates of Deposit issued by a bank or by broker approved by the City Council and organized under Texas law, the laws of another state, or federal law, that has its main office or a branch office in Texas, or by a savings and loan association or a savings bank organized under Texas law, the laws of another state, or federal law, that has its main office or a branch office in Texas and that is guaranteed or insured by the Federal Deposit Insurance or its successor or secured by obligations in a manner and amount provided by law for deposits of the City.
3. No-Load Money Market Mutual funds that are registered and regulated by the Securities and Exchange Commission, and provides the City with a prospectus and other information required by the Securities Exchange Act of 1934 or the Investment Company Act of 1940, continuously rated AAA by at least one nationally recognized rating service, and mark its portfolio to market daily.

4. Local government investment pools, which invest in instruments and follow practices as specified by meet the requirements of Chapter 2256.016 of the Public Funds Investment Act, are rated no lower than AAA or an equivalent rating by at least one nationally recognized rating service, seek to maintain a \$1.00 net asset value, and are authorized by resolution or ordinance by the City Council.
5. Obligations issued, Guaranteed, or Insured by of the State of Texas or its agencies and instrumentalities including obligations that are fully guaranteed or insured by the Federal Deposit Insurance Corporation (FDIC) or by the explicit full faith and credit of the United States.
6. Obligations of States (other than Texas), Agencies, Counties, Cities, and other political subdivisions of any State rated as to investment quality by a nationally recognized investment rating firm not less than A or its equivalent.
7. Interest bearing bank deposits insured by the FDIC or the National Credit Union Share Insurance Fund.
8. Fully collateralized direct repurchase agreements with a defined termination date secured by a combination of cash and obligations of the United States, its agencies or instrumentalities. These shall be pledged to the City, held in the City's name, and deposited at the time the investment is made with the City or with a third party selected and approved by the City. The following provisions shall apply to repurchase agreements:
 - a. Repurchase agreements must be purchased through a primary government securities dealer, as defined by the Federal Reserve, or a financial institution doing business in Texas.
 - b. A Master Repurchase Agreement must be signed by the bank/dealer prior to investment in a repurchase agreement.
 - c. All securities purchased under such repurchase agreement shall be held by a custodial (safekeeping) agent as approved by the City. All repurchase agreement transactions will be on a delivery vs. payment basis.
 - d. The seller of repurchase agreement securities shall be entitled to substitute securities upon authorization by the City

NOT AUTHORIZED

The City's authorized investments options are more restrictive than those allowed by State law. State law specifically prohibits investment in the following investment securities.

A. Obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal.

B. Obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest.

C. Collateralized mortgage obligations that have a stated final maturity date of greater than ten (10) years.

D. Collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index.

VII. INVESTMENT PARAMETERS

1. Maximum Maturities

The City attempts to match its investments with anticipated cash flow requirements. Maturities will be staggered up to seven (7) years to provide adequate cash flow, however, provided that not more than 35% of the portfolio shall have a maturity beyond 60 months. The maximum dollar-weighted average maturity for the entire portfolio shall be limited to 365 days.

Because no secondary market exists for repurchase agreements, the maximum maturity shall be 120 days except in the case of a flexible repurchase agreement for bond proceeds. The maximum maturity for such an investment shall be determined in accordance with project cash flow projections and the requirements of the governing bond ordinance.

2. Diversification

The City recognizes that investment risks can result from issuer defaults, market price changes or various technical complications leading to temporary illiquidity. Risk is controlled through portfolio diversification that shall be achieved by the following general guidelines:

- Limiting investments to avoid over concentration in investments from a specific issuer or business sector (excluding U.S. Treasury securities and certificates of deposit that are fully insured and collateralized in accordance with state and federal law),
- Limiting investment in securities that have higher credit risks (example: commercial paper),
- Investing in investments with varying maturities, and
- Continuously investing a portion of the portfolio in readily available funds such as local government investment pools (LGIPs), money market funds, or overnight repurchase agreements to ensure that appropriate liquidity is maintained in order to meet ongoing obligations.

The table below summarizes the authorized investment and their maximum allocation as a percentage of the overall investment portfolio to assure diversification:

<u>Security Type</u>	<u>Maximum Allocation</u>
1. Obligations of the U.S., or its agencies or instrumentalities	100%
2. Certificate of Deposits	70%
3. No-Load Money Market Mutual Funds	50%
4. Local Government Investment Pools	100%
5. Obligations of the State of Texas	50%
6. Obligations of States (Other than Texas)	10%
7. Interest Bearing Bank Deposits	90%
8. Fully Collateralized Direct Repurchase Agreements	10%

VIII. SELECTION OF BANKS AND DEALERS

1. Depository

City Council shall, by ordinance, select and designate one or more banking institutions as the depository for the monies and funds of the City in accordance with the requirement of Tex. Loc. Govt Code Ch. 105. At least every five years a depository shall be selected through the City's banking services procurement process, which shall include a formal request for proposal (RFP). The selection of a depository will be determined by competitive bid, and evaluation of bids will be based on certain selection criteria.

2. Authorized Brokers/Dealers

The City shall, at least annually, review, revise, and adopt a list of qualified broker/dealers authorized to engage in securities transactions with the City. Those firms that request to become qualified bidders for securities transactions will be required to provide a completed broker/dealer questionnaire that provides information regarding creditworthiness, experience and reputation. Authorized firms may include primary dealers or regional dealers that qualify under Securities & Exchange Commission Rule 15c3-1 (Uniform Net Capital Rule), and qualified depositories. All investment providers, including financial institutions, banks, money market mutual funds, and local government investment pools, must sign a certification verifying that the organization has received and thoroughly reviewed the City's Investment Policy.

3. Competitive Bids

The City authorizes the designated Investment Officer to solicit offerings for investments. Generally, the City will seek at least three competitive offerings before it invests surplus funds. The City will accept the offerings which provide the highest rate of return within the maturity required and within the guidelines of this Policy. The City recognizes that a competitive offering process is not always necessary or is not always in the best interest of the City. On these occasions, the Investment Officer is authorized to purchase a security without seeking competitive offerings. Examples of these occasions are:

- Market conditions are changing rapidly.
- The security is a “new issue” that is still in the primary market.
- A specific type of security, maturity date, or rate of return is sought that may not be immediately available.

4. Delivery vs. Payment

Securities shall be purchased using the delivery vs. payment method with the exception of public funds investment pools and mutual funds. Funds will be released after notification that the purchased security has been received.

IX. SAFEKEEPING OF SECURITIES AND COLLATERAL

1. Safekeeping and Custodian Agreements

The City shall contract with a bank or banks for the safekeeping of securities either owned by the City as part of its investment portfolio or held as collateral to secure demand or time deposits. Securities owned by the City shall be held in the City’s name as evidenced by safekeeping receipts of the institution holding the securities.

Collateral for deposits will be held by a third-party custodian designated by the City and pledged to the City as evidenced by safekeeping receipts of the institution with which the collateral is deposited. Original safekeeping receipts shall be obtained. Collateral may be held by a Federal Reserve Bank or branch of a Federal Reserve Bank, a State or National bank domiciled within Texas, which has a capital stock and permanent surplus of not less than \$5 million, a Federal Home Loan Bank, or a third-party bank approved by the City.

2. Collateral Policy

Consistent with the requirements of the Public Funds Collateral Act, it is the policy of the City to require full collateralization of all uninsured City funds (plus accrued interest, if any) on deposit with a depository bank, other than investments. In order to anticipate market changes and provide a level of security for all funds, the collateralization level will not be less than 110% of the amount of uninsured deposits. Determination of the market value of the collateral will be calculated monthly or more frequently upon request by the City.

At its discretion, the City may require a higher level of collateralization for certain investment securities. Securities pledged as collateral shall be held by an independent third party with which the City has a current custodial agreement. The City Manager is responsible for entering into collateralization agreements with third party custodians in compliance with this policy. The agreements are to specify the acceptable investment securities for collateral, including provisions relating to possession of the collateral, the substitution or release of investment securities, ownership of securities, and the method of valuation of securities. A clearly marked evidence of ownership (safekeeping receipt) must be supplied to the City and

retained. Collateral shall be reviewed at least monthly to assure that the market value of the pledged securities is adequate.

3. Collateral Defined

The City shall accept only the following types of collateral, as restricted by law:

- A. Obligations, including Letters of Credit, of the United States or its agencies and instrumentalities
- B. Direct obligations of the State of Texas or Texas State agencies and instrumentalities
- C. Collateralized mortgage obligations directly issued by a federal agency or instrumentality of the United States of America, the underlying security for which is guaranteed by an agency or instrumentality of the United States of America
- D. Other obligations the principal and interest on which are unconditionally guaranteed or insured by, or backed by the full faith and credit of the State of Texas or the United States of America or their respective agencies and instrumentalities
- E. Fixed-rate collateralized mortgage obligations that have an expected weighted average life of 10 years or less and which do not constitute a high-risk mortgage security as defined in the Public Funds Law
- F. Floating-rate collateralized mortgage obligations that do not constitute a high-risk mortgage security as defined in the Public Funds Law

4. Subject to Audit

All collateral shall be subject to inspection and audit by the Fiscal Manager or the City's independent auditors.

X. PERFORMANCE STANDARDS

The City's investment portfolio will be managed in accordance with the parameters specified within this Policy. The portfolio shall be designed with the objective of obtaining a rate of return through budgetary and economic cycles, commensurate with the investment risk constraints and the cash flow requirements of the City.

XI. REPORTING

1. Methods

The Investment Officer shall prepare an investment report on a quarterly basis that summarizes investment strategies employed in the most recent quarter and describes the

portfolio in terms of investment securities and maturities, and shall explain the total investment return for the quarter.

The quarterly investment report shall include a summary statement of investment activity. This summary will be prepared in a manner that will allow the City to ascertain whether investment activities during the reporting period have conformed to the Investment Policy. The report will be provided to the City Council. The report will include the following:

- A listing of individual securities held at the end of the reporting period.
- Unrealized gains or losses resulting from appreciation or depreciation by listing the beginning and ending book and market value of securities for the period.
- Average weighted yield to maturity of portfolio.
- Listing of investments by maturity date.
- Fully accrued interest for the reporting period.
- The percentage of the total portfolio that each type of investment represents.
- Statement of compliance with the Public Funds Investment Act and this policy.
- Signatures of all Investment Officers.

The annual audit shall include a review of the quarterly reports and compliance of the management controls on investments and adherence to the City's established investment policy and procedures and report any discrepancies to the governing body.

2. Monitoring Market Value

The market value of the portfolio shall be calculated at least quarterly, and a statement of the market value of the portfolio shall be issued at least quarterly. The source of pricing used to calculate the market value will be the values published in the financial section of the Wall Street Journal and, as necessary, a third-party agency with access to pricing for securities that are not listed in the Wall Street Journal.

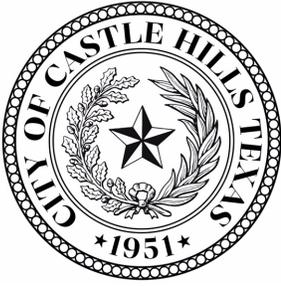
XII. INVESTMENT POLICY ADOPTION

The City's Investment Policy shall be adopted by resolution of the City Council. It is the City's intent to comply with State laws and regulations. The City's Investment Policy shall be subject to revisions consistent with changing laws, regulations, and needs of the City. The City Council shall review the City's Investment Policy annually. The City Council shall adopt a resolution stating that it has reviewed the policy and investment strategies annually, approving any changes or modifications.

Exhibit A – Approved Broker/Dealers

The following is the current list of approved brokers/dealers who are qualified to engage in securities transactions with the City:

None at this time.



AGENDA ITEM:	6.4 Discussion and Possible Action regarding a request from Wayne Carter and Wade Middleton regarding the abandonment of the “alleyway” between their properties at 124 Winston Lane and 201 Winston Lane.
SUBMITTED BY:	City Manager
DATE SUBMITTED:	November 12, 2025
MEETING DATE:	November 18, 2025

AGENDA FORM

ITEM DESCRIPTION/SUMMARY

Discussion and Possible Action regarding a request from Wayne Carter and Wade Middleton regarding the abandonment of the “alleyway” between their properties at 124 Winston Lane and 201 Winston Lane.

BACKGROUND

In February, Wayne Carter who resides at 124 Winston Lane and Wade Middleton who resides at 201 Winston Lane requested the City abandon the “alleyway” between their properties. At the September 9th City Council meeting, this request was presented with no action taken. One of the questions raised during the meeting was whether the property was an easement or right-of-way; documents submitted by Mr. Carter confirm the property is right-of-way but the width of the ROW remains unclear (50’ or 60’). I met with Mr. Carter when he submitted these documents, and Mr. Carter confirmed their efforts are focused on preventing access to any potential future use of the property behind theirs.

The City has the authority to abandon the property and to sell land owned by the City. The generally accepted process is to appraise the property (with a metes and bounds description or survey, which we do not possess), solicit bids or utilize a broker to sell the property for “fair market value,” which would be determined by the appraisal, and receive the “fair market value.” The City Attorney concurs with this approach. Mr. Carter and Mr. Middleton’s attorney has drafted a Real Estate Purchase and Sale Contract for the property with a cost of \$10,000.

One of the necessary steps for the abandonment of City property is notifying all potential easement holders and receiving documentation from each utility that the abandonment would not create an issue for said utility. SAWS has indicated their infrastructure would not be impacted by this potential decision so they did not have any opposition. On October 17th, I emailed CPS regarding this issue because it is possible that CPS would oppose this abandonment. Initially, CPS indicated they would have no objection, but after I sought clarification that they understood the scope of what was being requested, the CPS representative indicated they would need to go back and speak with another department. On November 13th, the CPS representative stated they would need to maintain access to their infrastructure. I have requested clarification if they would accept an easement from the private owners or if they would prefer the City retain the ROW.

ATTACHMENT:

REQUESTED ACTION

- Motion
- Discussion
- Ordinance
- Resolution
- Other

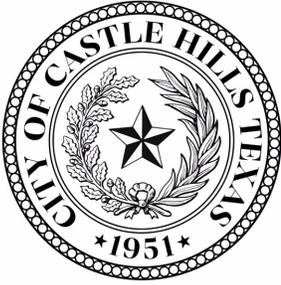
FINANCIAL

- Budgeted Item Original Estimate/Budget:
- Non-budgeted Item Current Estimate:
- Not Applicable Amount Under/Over Budget:

PROs / CON's

STAFF RECOMMENDATION

Without additional clarification from CPS, no action should be taken.



AGENDA ITEM:	6.5 Discussion and Possible regarding the location of City promotional signs.
SUBMITTED BY:	City Manager
DATE SUBMITTED:	November 12, 2025
MEETING DATE:	November 18, 2025

AGENDA FORM

ITEM DESCRIPTION/SUMMARY

Discussion and Possible Action regarding the location of City promotional signs.

BACKGROUND

At the March 11th City Council meeting, the City discussed the location of City promotional signs and an agreement with TxDOT for the placement of the signs. Six location were selected:

1. NW Military north of the Interstate 410 frontage road
2. Near the NW Military and Lockhill-Selma intersection
3. West Avenue and Lockhill-Selma intersection
4. Blanco Road and Lockhill-Selma intersection
5. Near the Jackson Keller and Palm Circle intersection
6. West Avenue north of the Interstate 410 frontage road

A TxDOT representative identified the following issues with the current plans:

- The plans require more details regarding the breakaway sign base; they were not sure whether it was a TxDOT standard triangular base;
- The proposed sign is 72" wide; they suggested a "T" style mount on the back of the sign rather than a single post;
- Sign #2 is facing north for southbound drivers restricting the ability of southbound drivers to read the sign because of the width of the road. They suggested placing the sign on the southbound side of the road as you enter the city limits;
- Sign #4 is too close to the traffic signal light, and likely due to amount of underground signal cables and other utilities in the general area, placement of the sign foundation will not be feasible. In addition, this location is outside of the City of Castle Hills.
- Sign #5 is located outside of the City of Castle Hills and would require CoSA approval
- Sign #6 is located close to an existing truck weight limit sign and should be moved; the ideal spacing between signs is approximately 200 feet.

Councilmember Haley and I met and discussed the following revisions:

- Sign #2 would be placed across from Los Azulejos along the southbound lanes of NW Military
- Sign #4 would be placed at the Dogwood and NW Military intersection

- Sign #5 would be placed near Gemstone on Jackson Keller or near Antler and Jackson Keller
- Sign #6 would be placed on private property near the West Ave/frontage road intersection; this would require a sign easement from the property owner

To satisfy TxDOT requirements, it may be necessary to hire a survey company to submit drawings and GPS locations for the proposed signs.

ATTACHMENT:

REQUESTED ACTION

- Motion
- Discussion
- Ordinance
- Resolution
- Other

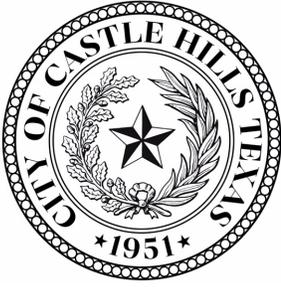
FINANCIAL

- Budgeted Item Original Estimate/Budget:
- Non-budgeted Item Current Estimate:
- Not Applicable Amount Under/Over Budget:

PROs / CON's

STAFF RECOMMENDATION

This is a discussion item only. No action shall be taken.



AGENDA ITEM:	6.6 Discussion regarding adopting a Castle Hills Street Light Policy.
SUBMITTED BY:	City Manager
DATE SUBMITTED:	November 13, 2025
MEETING DATE:	November 18, 2025

AGENDA FORM

ITEM DESCRIPTION/SUMMARY

Discussion regarding adopting a Castle Hills Street Light Policy.

BACKGROUND

During the past five months, I have received a variety of messages from citizens regarding street lights; this includes requests for new street lights, the removal of a street light, the brightness of street lights, etc. A street light policy should define the parameters for installation, including distance between lights, LED wattage, number of residents requesting a new light, etc. One of the issues that has arisen was a request to install a street light along a street in the rural residential zoning district; my thought was this installation would contradict the purpose of this zoning district. Another issue that has arisen was a resident requesting an existing light be removed; I required this individual to get the neighbors within 250' of the light to sign off that they supported the removal. I would like to work on drafting a policy and presenting this draft in January for your review. I would welcome a councilmember who wanted to provide input on this.

ATTACHMENT:

REQUESTED ACTION

- Motion
- Discussion
- Ordinance
- Resolution
- Other

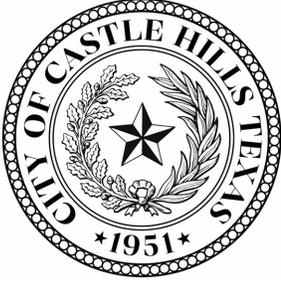
FINANCIAL

- | | |
|--|---------------------------|
| Budgeted Item <input type="checkbox"/> | Original Estimate/Budget: |
| Non-budgeted Item <input type="checkbox"/> | Current Estimate: |
| Not Applicable <input checked="" type="checkbox"/> | Amount Under/Over Budget: |

PROs / CON's

STAFF RECOMMENDATION

This is a discussion item only. No action shall be taken.



AGENDA ITEM:	6.7 Discussion and possible action adopting Resolution 2025-11-18-A regarding accepting a state grant for body armor.
SUBMITTED BY:	City Manager
DATE SUBMITTED:	November 13, 2025
MEETING DATE:	November 18, 2025

AGENDA FORM

ITEM DESCRIPTION/SUMMARY

Discussion and Possible Action adopting Resolution 2025-11-18-A regarding accepting a state grant for body armor.

BACKGROUND

Earlier this year, the former Interim Police Chief submitted an application for a Ballistic Body Armor (vests) grant from the Office of the Governor's Public Safety Office. The Castle Hills Police Department has been awarded the grant in an amount exceeding \$40,000; there is no local match for this grant program. Attached is proposed Resolution 2025-11-18-A authorizing the acceptance of the grant, allocating the match (there is no local match), and designating the city manager as the grant designee.

ATTACHMENT: Resolution 2025-11-18-A

REQUESTED ACTION

- Motion
- Discussion
- Ordinance
- Resolution
- Other

FINANCIAL

- Budgeted Item Original Estimate/Budget:
- Non-budgeted Item Current Estimate:
- Not Applicable Amount Under/Over Budget:

PROs / CON's

STAFF RECOMMENDATION

The Police Chief and I recommend approval of Resolution 2025-11-18-A. At the December 9th City Council meeting, a budget amendment will be presented to allocate the grant funds and reflect the state grant revenue.

RESOLUTION NO. 2025-11-18-A

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CASTLE HILLS, TEXAS, ACCEPTING A GRANT FROM THE STATE OF TEXAS FOR BODY ARMOR

WHEREAS, the City Council of Castle Hills finds it in the best interest of the citizens of Castle Hills, Texas that grant number 5332801 be operated for the fiscal year 2025-2026; and

WHEREAS, the City Council of Castle Hills agrees to provide applicable matching funds for said project as required by the grant terms; and

WHEREAS, the City Council of the City of Castle Hills agrees that in the event of loss or misuse of the Office of the Governor funds, the City assures that the funds will be returned to the Office of Governor in full; and

WHEREAS, the City Council of the City of Castle Hills designates City Manager Christopher Duque as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CASTLE HILLS, TEXAS, THAT:

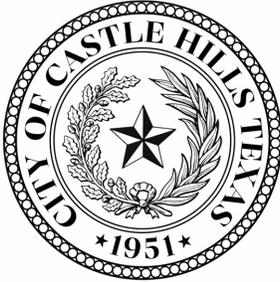
SECTION 1. The City Council of the City of Castle Hills approves submission of the grant application to the Office of the Governor.

PASSED, AND ADOPTED on the 18th day of November 2025.

J.R. Treviño, Mayor

ATTEST:

Nichole Heinrich, TRMC
City Secretary



AGENDA ITEM:	6.8 Discussion and Possible Action on amending the Agreement for Professional Engineering Services with Halff for construction observation services related to the Carolwood and North Manton Roadway and Drainage Improvements project and authorize the City Manager to sign such amendment.
SUBMITTED BY:	Chris Duque, CM
DATE SUBMITTED:	November 7, 2025
MEETING DATE:	November 18, 2025

AGENDA FORM

ITEM DESCRIPTION/SUMMARY

Discussion and Possible Action on amending the Agreement for Professional Engineering Services with Halff for construction observation services related to the Carolwood and North Manton Roadway and Drainage Improvements project and authorize the City Manager to sign such amendment.

BACKGROUND

In July 2023, the City engaged Halff for construction observation services related to the Carolwood and North Manton Drainage Improvement project. The not-to-exceed contract amount of \$128,229.80 provided for construction observations; the fee was based on a 360-calendar day project timeline. Halff’s services began on December 13, 2024, with the 360-calendar day plan expiring on December 8, 2025. Due to the change orders extending the construction timeline to January 23, 2026, it is necessary to extend the contract time. The estimated not to exceed cost for the additional work is \$43,353.08; this includes an additional 120 calendar days (estimated end of construction date April 7, 2026) with 4 to 5 site visits per week. If the construction schedule does not take the full 120 days, then the proposed cost would be pro-rated; the proposed amendment does not guarantee Halff will be paid the full amount.

ATTACHMENTS: Halff Work Authorization

REQUESTED ACTION

- Motion
- Discussion
- Ordinance
- Resolution
- Other

FINANCIAL

Budgeted Item

Non-budgeted Item

Not Applicable

Original Estimate/Budget:

Current Estimate: \$43,353.08 (Bond Fund)

Amount Under/Over Budget: \$

PROs / CON's

STAFF RECOMMENDATION

Staff recommends approval.



October 1, 2025
AVO 053587.011

Christopher Duque
City Manager
City of Castle Hills
cduque@castlehills-tx.gov
209 Lemonwood Drive
Castle Hills, Texas 78213

Re: Carolwood and N. Manton Project Roadway and Drainage Improvements – Construction Observations – Supplemental No.1

Mr. Duque,

Halff is pleased to submit this supplemental scope and fee proposal to extend construction observation services by four months beyond the current end date of December 8, 2025.

PROJECT UNDERSTANDING

The project includes the following:

- The project consists of the roadway improvements for the following street:

Carolwood and N. Manton Roadway and Drainage Improvements		
Street To Be Reconstructed	From	Length (ft)
Carolwood Drive	Banyan Dr to Lockhill Selma Rd	2,413.96
N. Manton Lane	NW Military Hwy to Lockhill Sema Rd	1,290.18

- Halff will serve as the City of Castle Hills (Owner) project field representative and report to Ardurra (EOR) on observed field condition and coordinate materials and lab testing with contractors testing lab for quality control.

CONSTRUCTION OBSERVATION SERVICES

Halff will perform construction observation services to observe the construction work for progress and quality, and to assist EOR with the primary goal that the work is proceeding in accordance with the approved plans and specifications. Specifically, Halff’s scope includes:

a. General

- Halff will provide a representative for construction observation services for the project.
- Halff Representative (HR) will perform periodic site visits for an average estimated on-site time of 16 hours per week (4 to 5 visits per week) unless the contractor is not working, or weather prohibits construction.



- Ardurra is the Engineer of Record (EOR) who is responsible for the preparation of the contract and construction documents for the Carolwood and N. Manton Roadway and Drainage Improvements Project.
- HR shall have the authority to stop the contractor's work at any time.
- b. Conferences and Meetings**
 - HR will attend meetings with the Contractor. Meetings include:
 - i. Progress Meetings
 - ii. Job Conferences
 - iii. Project related meetings directed to attend by the Owner or EOR.
 - The HR, EOR, the contractor, and the City's Public Works Director are anticipated to attend these meetings.
- c. Communications**
 - HR will serve as the Owner's and EOR's liaison with the Contractor. The HR will work with the contractor's authorized representative or designee and assist in providing information regarding the provisions and intent of the Contract Documents.
 - HR will assist the EOR in serving as Owner's Liaison with the Contractor when Contractor's operations affect the Owner's on-site operations.
 - HR will obtain from the Owner or EOR additional details or information, when observing relative to construction is in accordance with plans and specifications.
 - HR will report to EOR when clarifications and interpretations of the Contract Documents are needed. HR will transmit to Contractor any clarifications and interpretations issued by EOR.
- d. Modifications and Deviations from Contract**
 - Consider and evaluate Contractor's suggestions for modifications in drawings or specifications and report such suggestions to EOR.
 - Deviations from the Contract Documents will be pointed out by HR to the contractor, EOR and Owner will be noted in the HR's inspection report. These issues shall be logged and tracked for progress.
 - The HR will continue to monitor deviation until the deviation is addressed and resolved. In the event the Contractor fails to address the deviation in a timely manner, the HR shall notify the Owner and EOR.
 - HR, with EOR approval, may authorize minor variations in the work which do not involve an adjustment in the Contractor's contract price nor time for construction and are consistent with the intent of the contract documents. These minor variations shall be thoroughly noted and documented by the HR.
 - Report to EOR and Owner whenever the HR believes that any part of the Contractor's work in progress is defective, will not produce a completed Project that confirms generally to the Contract Documents, or will imperil the integrity of the design concept of the completed project as functioning whole as indicated in the Contract Documents, or has been damaged, or does not meet the requirements of any inspection, test or approval required to be made; and advise EOR of that part of work in progress that HR believes should be corrected or rejected or should be uncovered for observation, or requires special testing, inspection or approval.
- e. Record Keeping and Reporting**
 - Prepare a weekly report, recording observed Contractor's and Subcontractors present at the site, weather conditions, data relative to questions of Change Orders, Field Orders, Work Change Directives, or changed conditions. Site Visitors, deliveries of equipment or materials,



- known weekly activities, decisions, observations in general, and specific observations in more detail as in the case of observing test procedures; and send copies to EOR and Owner.
- Maintain records for use in preparing Project Documentation.
 - Furnish to EOR and Owner periodic reports as required of progress of the work and of Contractor's compliance with the Progress Schedule and schedule of shop drawings and Sample submittals.
 - Draft and recommend to EOR proposed Change Orders, Work Change Directives, and Field Orders. Obtain backup material from Contractor. Immediately notify EOR and Owner of the occurrence of Site accidents, emergencies, acts of God endangering the Work, force majeure or delay events, damage to property by fire or other causes, or the discovery of any Constituent of Concern or Hazardous Environmental Condition.
 - Maintain progress photos/videos of contractor's work. Photos shall focus on subsurface work, areas in which problems are encountered, contractor's nonconformance, and other critical areas and items as encountered.
- f. Contractor Pay Applications**
- EOR to review the application for payment with the Contractor for compliance with the schedule of quantities, work completed, materials and equipment delivered at the project site, but not incorporated in the work and recommend approval or report any observed discrepancies to the EOR and Owner.

MISCELLANEOUS

Miscellaneous services not provided for herein and not generally associated with a project of this type will be paid for under an amendment to this Agreement and for an additional fee. Additional Services, not included in the Scope of Services, will be negotiated with the City as needed and will be determined prior to beginning such additional service. Fees for services will be billed monthly, based on number of hours worked.

The following are assumption used in the fee proposal for these services:

- a. Extended Construction duration of 120 calendar days beyond December 8, 2025. Estimated Construction End Date of April 7, 2026.
- b. No overtime, holidays, or weekend hours
- c. Travel time to and from the site is billable (unless inspector is being utilized full-time)
- d. Inspector can bill coordination time with the City, Contractor, Material Testing Lab, etc.
- e. Halff will not conduct any material testing.

DELIVERABLES

- Site observation reports for documentation of inspection activities and construction work activities provided weekly.

ITEMS EXCLUDED FROM SCOPE OF SERVICES

- Construction materials testing – Halff will not conduct any material testing.
- Consultant shall not at any time direct, control, or have any authority over any Contractor's work without prior authorization from Owner or EOR, nor shall Consultant have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any Contractor, or the safety precautions and programs incident thereto, for



security or safety at the project site, nor for any failure of a Contractor to comply with laws and regulations applicable to such Contractor's furnishing and performing of its work.

- Acquiring Right of Entries
- Coordination with applicable known utility companies prior, during, or after construction.
- Design of any kind.
- Geotechnical services during construction, including geotechnical borings, materials testing, compaction testing or sieve analysis of any kind.
- Permit Fees, review fees or impact fees.

Halff's Representative shall not:

- Authorize any deviation from the Contract Documents or substitutions of materials or equipment (including "or-equal" items).
- Exceed Limitations of Engineer's authority as set forth in the Contract Documents.
- Undertake any of the responsibilities of Contractor, Subcontractors, or suppliers.
- Advise on, issue directions regarding, or assume control over security or safety practices, precautions, and programs in connection with the activities or operations of Owner or Contractor.
- Participate in specialized field or laboratory tests or inspections conducted off-site by others except as specifically authorized by EOR.
- Accept Shop Drawings or Sample submittals from anyone other than Contractor.
- Authorize Owner to occupy the Project in whole or in part.

Any additional services required beyond those specifically identified in this proposal are beyond the scope of services to be provided. Additional services, if requested, will be separately identified, and negotiated and such additional scope and commensurate fee will be authorized under a supplemental agreement to this proposal/contract.

FEE AND SCHEDULE

Fees are on a Cost-Plus Max basis and will be billed monthly at the approved hourly rates based on time spent on the project. Amount will not be exceeded without authorization from the City. Direct costs (mileage, etc.) are included in this fee and are charged at actual invoice cost times a multiplier of 1.1.

The estimated fee for construction observation services under this agreement will be for **\$43,353.08** and will not be exceeded without prior approval from the City of Castle Hills.

Assumptions:

- Extended Construction duration of 120 calendar days beyond December 8, 2025. Estimated Construction End Date of April 7, 2026.
- 4 – 5 site visits per week (16 hours per week for 4 months).
- Truck and computer included
- Travel time is billable portal to portal
- Inspector can bill coordination time with contractor, testing lab, city, etc.
- Not testing to be provided by Halff
- No overtime



We appreciate this opportunity to work with you on this project. If you have any questions or need additional information, please feel free to contact me by phone at (210) 798-1895 or email at lcardona@halff.com.

Sincerely,

Luis A. Cardona, P.E., LGPP
Public Works Team Leader / Project Manager

APPROVED:

This work will be performed in accordance with the "Agreement For Professional Engineering Services" entered into by the City of Castle Hills and Halff Associates, Inc. dated July 31, 2023. This will be considered Addendum No. 1 under Task Order No.7 under this contract. It is understood and agreed that by signing this proposal you agree with the above scope and fee. If the scope and/or fee is not acceptable, please notify us immediately.

By: _____
Print Name

Signature

Title: _____

Date: _____

Attachments: Attachment B: Hourly Breakdown Spreadsheet

ATTACHMENT 'B'

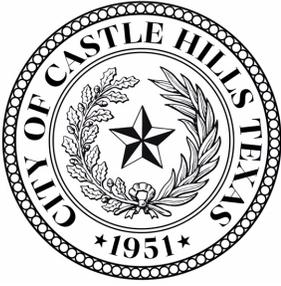
City of Castle Hills Fee Breakdown

Fee/Price Proposal Breakdown for Professional Services

Project Name:	Carolwood and N. Manton Roadway
Name of Firm/Prime:	Halff Associates, Inc.
Date Proposal Submitted:	10/1/2025
Project Manager:	Luis A. Cardona, PE, LGPP

Position/Personnel Title	Principal/Partner	Project Manager (Engineer IV)	Engineer III (PE)	Engineer II (EIT)	Engineer I (EIT)	Admin / Accounting	Construction Inspector	Expenses	Sub-total
Fully-Loaded Hourly Wage Rates * (as defined below)	\$315.14	\$242.16	\$188.26	\$145.96	\$122.74	\$85.00	\$140.00		
Task to be performed/Phase Description (including Sub-consultant work)	Hours	Hours	Hours	Hours	Hours	Hours	Hours		Total Hours
Construction Observation Services									
Project Management and Coordination		8				5			13
Attend Meetings (Assumes 1 meeting per month for 4 months)		5					5		10
Field Observation Visits & Reports (16 hours per week for 120 calendar days)							272		272
									0
									0
Expenses (Mileage)								\$1,000.00	0
Total Hours:	0	13	0	0	0	5	277		295
Total Fee Proposal (Not to Exceed):	\$0.00	\$3,148.08	\$0.00	\$0.00	\$0.00	\$425.00	\$38,780.00	\$1,000.00	\$43,353.08

* A fully-loaded Hourly Wage Rate is defined as an employee's base hourly rate plus labor overhead (including fringe benefits), general and administrative (indirect) expenses, profit and escalation (if applicable).



AGENDA ITEM:	6.9 Discussion and Possible Action on adopting Ordinance 2025-11-18-A on recommendations from the Zoning Commission concerning short-term rentals.
SUBMITTED BY:	City Manager
DATE SUBMITTED:	November 13, 2025
MEETING DATE:	November 18, 2025

AGENDA FORM

ITEM DESCRIPTION/SUMMARY

Discussion and possible action on adopting Ordinance 2025-11-18-A on recommendations from the Zoning Commission concerning short-term rentals.

BACKGROUND

On July 14, 2020, the City Council adopted Ord No. 2020-07-14-B to establish regulations for the use of privately-owned dwellings as short-term rentals, to minimize negative ancillary impact on surrounding properties, and to ensure the collection and payment of hotel occupancy tax.

On April 8, 2025 after a discussion about the issues surrounding Short-Term Rental properties, the City Council approved a 120-day moratorium on the issuance of Short-Term Rental permits and directed the Zoning Commission to review and deliberate the existing Short-Term Rental Ordinance. The moratorium was extended on May 13th. Four public hearings have been held – May 6th, June 3rd, August 5th, and September 2nd. At their September 2nd meeting, the Zoning Commission unanimously approved Resolution No. 2025-09-02 with recommendations to amend the short-term rental regulations.

The recommendations include the following:

- Short-term rental permit is now called a Short-Term Rental Certificate of Occupancy;
- Applicants must provide name, address, email address, and telephone number of the property owner and the local contact person;
- STR certificate of occupancy is valid for one calendar year from date of issuance;
- Total number of short-term rental properties in the “A” Single-Family zoning district and in the “B” Duplex zoning district is limited to 1/12 of the total number of single-family and duplex properties on a single street. (single street references a street from end to end, not blocks);
- No STR property shall be within 1,000 feet of another STR property. The 1,000 feet measurement is from property line to property line;
- A maximum of 10 STR certificates of occupancy shall be active at any time;
- Weddings, parties or other similar gatherings where attendance will exceed 10 persons are permitted only at STR properties located in the “G” or “H” zoning districts;
- Outdoor activity with noise that can be heard on adjacent property is prohibited between 10PM and 7AM;
- The maximum occupancy of an STR is 10 total persons and two adults per bedroom;

- The hotel occupancy tax must be remitted to the City in accordance with state law;
- A STR certificate of occupancy will not be renewed if three violations of city ordinances have been found by the municipal or another court to have occurred on the property during the past 12 months;

At the September 9th City Council meeting, no action was taken to approved the recommendations. Rather, the City Attorney and City Manager were given general direction to capture the comments and recommendations voiced during executive session and to bring back the item at the November 18th city council meeting. The two key revisions to the new proposed code are:

1. Increasing the number of STR permits from 10 to 24 (sec. 50-519.j)
2. Adding language making the property owner jointly liable for violations of this article (sec. 50.523.a)

An executive session header (consultation with the City Attorney) has been added if the City Council would like to discuss the legal issues of the STR ordinance in closed session. Item 6.10 was added to the agenda in case action was not taken on the proposed Ordinance and additional time was needed to continue deliberating on the STR recommendations.

ATTACHMENTS: Resolution No. 2025-09-02 from the Zoning Commission & Proposed Ordinance 2025-11-18-A & Article V. Short-Term Rentals

REQUESTED ACTION

- Motion
- Discussion
- Ordinance
- Resolution
- Other

FINANCIAL

- Budgeted Item Original Estimate/Budget:
- Non-budgeted Item Current Estimate:
- Not Applicable Amount Under/Over Budget:

PROs / CON's

STAFF RECOMMENDATION

Based on the feedback from the City Council, revisions have been made from the original recommendations of the Zoning Commission. Staff recommends approval.

RESOLUTION 2025-09-02

A RESOLUTION OF THE ZONING COMMISSION RECOMMENDING TO THE CITY COUNCIL OF THE CITY OF CASTLE HILLS, TEXAS, REVISIONS TO SECTIONS 50-516 THROUGH 50-524 OF THE CITY ZONING ORDINANCE CONCERNING SHORT-TERM RENTALS

WHEREAS, on April 8, 2025, the City Council directed the Zoning Commission to conduct public hearings and to recommend updates to the Zoning Code provisions regarding short-term rentals; and

WHEREAS, the Zoning Commission conducted public hearings on short-term rentals on May 6, 2025, June 3, 2025, August 5, 2025, and September 2, 2025; and

WHEREAS, the Zoning Commission heard citizen comments on the problems associated with short-term rentals and citizen suggested changes to the City's zoning ordinance provision as to short-term rentals to reduce the negative impact of such uses in residential areas; and

WHEREAS, the Zoning Commission has evaluated the comments received at its four public hearings and has discussed various issues related to the impact of short-term rental properties on nearby residents and finds that it is appropriate to recommend changes to the short-term rental provisions in the zoning ordinance.

NOW, THEREFORE, IT IS RESOLVED BY THE ZONING COMMISSION OF THE CITY OF CASTLE HILLS, TEXAS, that it recommends that the City Council amend Sections 50-516 through 50-524 of the Zoning Code in accordance with Exhibit "A" attached hereto.

Passed and adopted this 2nd day of September, 2025.



Juan Solis, Chairman

ARTICLE V. SHORT-TERM RENTAL

Sec. 50-516. Purpose.

The purpose of this article is to establish regulations for the use of privately-owned dwellings as short-term rentals, to minimize negative ancillary impact on surrounding properties, and to ensure the collection and payment of hotel occupancy tax.

(Ord. No. 2020-07-14-B, § 1(Exh. A), 7-14-2020)

Sec. 50-517. Definitions.

As used in this article, the following terms shall have the following meanings:

City. The City of Castle Hills, Texas.

Guest. The overnight occupants renting a short-term rental property for a specified period and the daytime visitors of the overnight occupants.

Local contact person. The owner, operator, or person designated by the owner or the operator, who shall be available 24 hours per day for the purpose of responding to concerns or requests for assistance related to the owner's short-term rental.

Operator. The owner or the owner's authorized representative who is responsible for compliance with this article while advertising and/ or operating a short-term rental.

Owner. The person or entity that holds legal title to the short-term rental property.

Short-term rental. A privately owned dwelling, including, but not limited to, a single-family dwelling, multiple family attached dwelling, apartment house, hostel, condominium, duplex, or any portion of such dwelling or the property on which a dwelling is located including (without limitation) a swimming pool, tennis court, sport court, pickleball court, backyard or gazebo, rented by the public for consideration, and used for dwelling, lodging or sleeping purposes for any period less than 30 consecutive days, but shall not include habitable accessory buildings as per section 50-61(a).

The following are exempt from the regulations under this article: hotel, motel, public or private club, hospital and medical clinic, nursing home or convalescent home, foster home, halfway house, transitional housing facility, and any housing operated or used exclusively for religious, charitable or educational purposes

Short-term rental certificate of occupancy. A certificate of occupancy issued by the city authorizing the use of a privately-owned dwelling as a short-term rental.

Short-term rental property. One or more habitable rooms forming a single habitable division within a short-term rental, or an entire undivided short-term rental, which is advertised to be occupied, is occupied, or is intended to be occupied by a single party of guests under a single reservation and/or single rental payment.

(Ord. No. 2020-07-14-B, § 1(Exh. A), 7-14-2020)

Sec. 50-518. Short term rental certificate of occupancy required.

It shall be unlawful for any person or entity to rent, or offer to rent, any short-term rental without a valid short-term rental certificate of occupancy issued under this article.

(Ord. No. 2020-07-14-B, § 1(Exh. A), 7-14-2020)

Sec. 50-519. Short term rental certificate of occupancy registration fee and application.

- (a) Prior to renting real property as a short-term rental, an applicant shall submit an application for a short-term rental certificate of occupancy using a format and method promulgated by the city manager or his/her designee. The application form shall require, at a minimum, the following information from applicants:
 - (1) The name, address, email and telephone number of the owner of the short-term rental.
 - (2) The name, address, email and 24-hour telephone number of the local contact person.
 - (3) The address of the short-term rental.
 - (4) The proposed occupancy limits of the short-term rental.
 - (5) A diagram showing the proposed layout of the property use and any on-site parking available for the short-term rental which includes a diagram.
 - (6) Owner must submit a deed to the short-term rental property.
 - (7) A general description of any food service to be offered to guests of the short-term rental.
- (b) An applicant for a short-term rental certificate of occupancy shall pay to the city a certificate of occupancy fee.
- (c) A separate short-term rental certificate of occupancy application and certificate of occupancy fee must be submitted for each individual short-term rental property. Each individual short-term rental property shall be assigned a unique certificate of occupancy number upon certificate of occupancy issuance by the city.
- (d) Prior to issuance of a short-term rental certificate of occupancy, the operator shall allow an on-site inspection of the short-term rental property by a city code enforcement officer to ensure compliance with the following:
 - (1) The requirements set forth in section 50-520(a) of this article; and
 - (2) The requirements set forth in sections 50-520(b)(1) through 50-520(c)(3) of this article.
- (e) A short-term rental certificate of occupancy issued under this article shall be valid for a period of one calendar year from the date of issuance. The short-term rental certificate of occupancy shall expire immediately upon any change in ownership of the short-term rental property.
- (f) The owner has a duty to notify the city within 20 calendar days, in writing, of any changes to information submitted as part of a short-term rental certificate of occupancy application under this article.
- (g) An application for short-term rental certificate of occupancy may be denied if the owner has had a short-term rental certificate of occupancy suspended or revoked during the previous 365 calendar days.
- (h) The total number of short-term rental properties in the A Single-Family District and in the B Duplex District is limited to no more than one-twelfth of the total number of single-family and duplex properties on a single street. An application for a short-term rental certificate of occupancy will be denied if granting the certificate of occupancy would violate this provision.
- (i) No short-term rental property shall be within 1000 feet of any part in any direction of another short-term rental property. Measurement shall be from the property lines of the property which is the subject of the

application to the property line of other property. An application for a short-term rental property will be denied if granting the certificate of occupancy would violate this provision.

- (j) A maximum of ten (10) short-term rental certificates of occupancy shall be active within the city at any time. If a short-term rental application is received by the city when the city has ten (10) issued and active short-term rental certificates of occupancy, the application shall be denied.

(Ord. No. 2020-07-14-B, § 1(Exh. A), 7-14-2020; Ord. No. 2021-06-08, § 1, 6-8-2021)

Sec. 50-520. Short-term rental operational requirements.

- (a) The operator shall post the following information in a prominent location within the short-term rental property, using a form promulgated by the city:
- (1) The unique short-term rental certificate of occupancy number assigned to the short-term rental property;
 - (2) Operator name and telephone number;
 - (3) Local contact person name, telephone number, and email address;
 - (4) The location of on-site parking spaces available for guests;
 - (5) The occupancy limits;
 - (6) Instructions to guests concerning disposal of garbage and handling of garbage containers;
 - (7) Notification that the guests are responsible for compliance with all applicable laws, rules and regulations pertaining to the use and occupancy of the short-term rental, and that guests may be fined by the city for violations of this article; and
 - (8) Weddings, parties, or other similar gatherings where total attendance will exceed ten persons are permitted only at short-term rentals located in the G or H zoning districts. This short-term rental property is in the _____ zoning district. {The operator shall fill in zoning district.}
 - (9) Outdoor activity with noise that can be heard on adjacent property is prohibited between 10:00 p.m. and 7:00 a.m.
- (b) The operator shall operate a short-term rental in compliance with the following:
- (1) Zoning regulations prescribed for the zoning district in which such short-term rental is located, set forth in Chapter 50 of the Code of Ordinances.
 - (2) Castle Hills Sign Ordinance, as applicable, set forth in Chapter 34 of the Code of Ordinances.
 - (3) Maximum occupancy limits of two adults per bedroom and a total of not more than 10 total persons even if there are more than 5 bedrooms.
 - (4) Castle Hills Hotel Occupancy Tax Ordinance, any Castle Hills Hotel Occupancy Tax Ordinance on or after adoption of the ordinance from which this chapter derives.
 - (5) Swimming pool barrier requirements prescribed by the Building Inspector pursuant to the International Swimming Pool and Spa Code, 2021.
 - (6) Street parking prohibited as set forth in Chapter 44 of the Code of Ordinances.
 - (7) Chapter 26, Nuisances of the City of Castle Hills Code of Ordinances.
 - (8) Castle Hills Garbage Collection Ordinance, set forth in Chapter 20 of this Code of Ordinances.
 - (9) During any period when a short-term rental is occupied or intended to be occupied by guests, the local contact person shall be available 24 hours per day for the purpose of responding to concerns or requests

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(Supp. No. 13)

for assistance related to the condition, operation, or conduct of guests of the short-term rental. The local contact person shall respond within 60 minutes of being notified of concerns or requests for assistance regarding the operation or conduct of guests of the short-term rental, and shall take immediate remedial action as needed to resolve such concerns or requests for assistance.

(10) No mobile food vendor is permitted to operate at a short-term rental property.

- (c) Any advertisement that promotes the availability of a short-term rental, listed in any medium, including but not limited to, newspaper, magazine, brochure, website or mobile application, shall include the current short-term rental certificate of occupancy number assigned by the city.
- (d) A short-term rental certificate of occupancy is valid for one year from the date of issuance. An application for renewal must be filed at least 30 days prior to expiration. The holder of a short-term rental certificate of occupancy must submit an application for renewal in the format and method promulgated by the city manager or his/her designee. A certificate of occupancy will not be renewed if three violations of city ordinances have been found by the municipal or another court to have occurred on the property during the last 12 months.
- (e) Short-term rental certificates of occupancy are not transferrable. If the certificate of occupancy holder sells the property, the short-term rental certificate of occupancy automatically expires on the date of recording of the conveyance instrument in the office of the County Clerk of Bexar County.

(Ord. No. 2020-07-14-B, § 1(Exh. A), 7-14-2020; Ord. No. 2023-06-26, § 9, 6-26-2023)

Sec. 50-521. Notification of complaints.

Complaints related to the operation of a short-term rental, including, but not limited to, complaints concerning noise, garbage, parking, and disorderly conduct by guests, shall be reported to the city's code enforcement office during business hours and to the police department after business hours.

(Ord. No. 2020-07-14-B, § 1(Exh. A), 7-14-2020)

Sec. 50-522. Compliance with other law.

The owner, operator, local contact person, and guests shall comply with all applicable laws, rules and regulations pertaining to the operation, use, and occupancy of a short-term rental. The owner shall not be relieved from any civil or criminal liability for a violation of this article, regardless of whether such violation is committed by the owner, operator, local contact person, or guest of the owner's short-term rental.

Nothing in this article shall be construed to relieve any person or owner of any other applicable requirements of federal, state, or local law, rules, or regulations. Nothing in this article shall be construed to provide any property owner with the right or privilege to violate any private conditions, covenants, and restrictions applicable to the owner's property that may prohibit the use of such owner's property as a short-term rental as defined in this article.

(Ord. No. 2020-07-14-B, § 1(Exh. A), 7-14-2020)

Sec. 50-523. Compliance and penalty provision.

- (a) It shall be unlawful for any person or entity to violate any provision of this article. Proof that a violation of this article occurred at a short-term rental shall create a rebuttable presumption that the owner of said short-term rental committed the violation.

-
- (b) Any violation of this article is a Class C misdemeanor offense and, upon conviction, shall be punished by a fine as set forth in section 1-17 of the Code of Ordinances.
 - (c) Prosecution under this article shall not require the pleading or proving of any culpable mental state.
 - (d) Penalties provided for in this article are in addition to any other criminal or civil remedies that the city may pursue under federal, state, or local law.

(Ord. No. 2020-07-14-B, § 1(Exh. A), 7-14-2020)

Sec. 50-524. Certificate of Occupancy suspension or revocation.

Upon conviction for a violation of this article, the municipal court judge may suspend or revoke any short-term rental certificate of occupancy issued for the same short-term rental where the violation occurred. The city manager shall notify the owner of a suspension or revocation under this section in writing, sent by certified mail, return receipt requested, and mailed to the address of the owner as set forth on the most recent short-term rental certificate of occupancy application submitted to the city.

Secs. 50-525—50-538. Reserved.

ARTICLE V. SHORT-TERM RENTAL

Sec. 50-516. Purpose.

The purpose of this article is to establish regulations for the use of privately-owned dwellings as short-term rentals, to minimize negative ancillary impact on surrounding properties, and to ensure the collection and payment of hotel occupancy tax.

Sec. 50-517. Definitions.

As used in this article, the following terms shall have the following meanings:

City. The City of Castle Hills, Texas.

Guest. The overnight occupants renting a short-term rental property for a specified period and the daytime visitors of the overnight occupants.

Local contact person. The owner, operator, or person designated by the owner or the operator, who shall be available 24 hours per day for the purpose of responding to concerns or requests for assistance related to the owner's short-term rental.

Operator. The owner or the owner's authorized representative who is responsible for compliance with this article while advertising and/or operating a short-term rental.

Owner. The person or entity that holds legal title to the short-term rental property.

Short-term rental. A privately owned dwelling, including, but not limited to, a single-family dwelling, multiple family attached dwelling, apartment house, hostel, condominium, duplex, or any portion of such dwelling or the property on which a dwelling is located including (without limitation) a swimming pool, tennis court, sport court, pickleball court, backyard or gazebo, rented by the public for consideration, and used for dwelling, lodging or sleeping purposes for any period less than 30 consecutive days, but shall not include habitable accessory buildings as per section 50-61(a).

The following are exempt from the regulations under this article: hotel, motel, public or private club, hospital and medical clinic, nursing home or convalescent home, foster home, halfway house, transitional housing facility, and any housing operated or used exclusively for religious, charitable or educational purposes

Short-term rental certificate of occupancy. A certificate of occupancy issued by the city authorizing the use of a privately-owned dwelling as a short-term rental.

Short-term rental property. One or more habitable rooms forming a single habitable division within a short-term rental, or an entire undivided short-term rental, which is advertised to be occupied, is occupied, or is intended to be occupied by a single party of guests under a single reservation and/or single rental payment.

Sec. 50-518. Short term rental certificate of occupancy required.

It shall be unlawful for any person or entity to rent, or offer to rent, any short-term rental without a valid short-term rental certificate of occupancy issued under this article.

Sec. 50-519. Short term rental certificate of occupancy registration fee and application.

(a) Prior to renting real property as a short-term rental, an applicant shall submit an application for a short-term rental certificate of occupancy using a format and method promulgated by the city manager or his/her designee. The application form shall require, at a minimum, the following information from applicants:

- (1) The name, address, email and telephone number of the owner of the short-term rental.
- (2) The name, address, email and 24-hour telephone number of the local contact person.
- (3) The address of the short-term rental.
- (4) The proposed occupancy limits of the short-term rental.
- (5) A diagram showing the proposed layout of the property use and any on-site parking available for the short-term rental which includes a diagram.
- (6) Owner must submit a deed to the short-term rental property.
- (7) A general description of any food service to be offered to guests of the short-term rental.

(b) An applicant for a short-term rental certificate of occupancy shall pay to the city a certificate of occupancy fee.

(c) A separate short-term rental certificate of occupancy application and certificate of occupancy fee must be submitted for each individual short-term rental property. Each individual short-term rental property shall be assigned a unique certificate of occupancy number upon certificate of occupancy issuance by the city.

(d) Prior to issuance of a short-term rental certificate of occupancy, the operator shall allow an on-site inspection of the short-term rental property by a city code enforcement officer to ensure compliance with the following:

- (1) The requirements set forth in section 50-520(a) of this article; and
- (2) The requirements set forth in sections 50-520(b)(1) through 50-520(c)(3) of this article.

(e) A short-term rental certificate of occupancy issued under this article shall be valid for a period of one calendar year from the date of issuance. The short-term rental certificate of occupancy shall expire immediately upon any change in ownership of the short-term rental property.

(f) The owner has a duty to notify the city within 20 calendar days, in writing, of any changes to information submitted as part of a short-term rental certificate of occupancy application under this article.

(g) An application for short-term rental certificate of occupancy may be denied if the owner has had a short-term rental certificate of occupancy suspended or revoked during the previous 365 calendar days.

(h) The total number of short-term rental properties in the A Single-Family District, AA Single-Family District, and in the B Duplex District is limited to no more than one-twelfth of the total number of single-family and duplex properties on a single street. An application for a short-term rental certificate of occupancy will be denied if granting the certificate of occupancy would violate this provision.

(i) No short-term rental property shall be within 1000 feet of any part in any direction of another short-term rental property. Measurement shall be from the property lines of the property which is the subject of the application to the property line of other property. An application for a short-term rental property will be denied if granting the certificate of occupancy would violate this provision.

(j) A maximum of ~~ten (10)~~ twenty-four (24) short-term rental certificates of occupancy shall be active within the city at any time. If a short-term rental application is received by the city when the city has ~~ten (10)~~ twenty-four (24) issued and active short-term rental certificates of occupancy, the application shall be denied.

Sec. 50-520. Short-term rental operational requirements.

(a) The operator shall post the following information in a prominent location within the short-term rental property, using a form promulgated by the city:

- (1) The unique short-term rental certificate of occupancy number assigned to the short-term rental property;
- (2) Operator name and telephone number;
- (3) Local contact person name, telephone number, and email address;
- (4) The location of on-site parking spaces available for guests;
- (5) The occupancy limits;
- (6) Instructions to guests concerning disposal of garbage and handling of garbage containers; and
- (7) Notification that the guests are responsible for compliance with all applicable laws, rules and regulations pertaining to the use and occupancy of the short-term rental, and that guests may be fined by the city for violations of this article.

(b) The operator shall operate a short-term rental in compliance with the following:

- (1) Zoning regulations prescribed for the zoning district in which such short-term rental is located, set forth in Chapter 50 of the Code of Ordinances.
- (2) Castle Hills Sign Ordinance, as applicable, set forth in Chapter 34 of the Code of Ordinances.
- (3) Maximum occupancy limits of two adults per bedroom and a total of not more than 10 total persons even if there are more than 5 bedrooms.
- (4) Castle Hills Hotel Occupancy Tax Ordinance, any Castle Hills Hotel Occupancy Tax Ordinance on or after adoption of the ordinance from which this chapter derives.
- (5) Swimming pool barrier requirements prescribed by the Building Inspector pursuant to the International Swimming Pool and Spa Code, 2021.
- (6) Street parking prohibited as set forth in Chapter 44 of the Code of Ordinances.
- (7) Chapter 26, Nuisances of the City of Castle Hills Code of Ordinances.
- (8) Castle Hills Garbage Collection Ordinance, set forth in Chapter 20 of this Code of Ordinances.
- (9) During any period when a short-term rental is occupied or intended to be occupied by guests, the local contact person shall be available 24 hours per day for the purpose of responding to concerns or requests for assistance related to the condition, operation, or conduct of guests of the short-term rental. The local contact person shall respond within 60 minutes of being notified of concerns or requests for assistance regarding the operation or conduct of guests of the short-term rental, and shall take immediate remedial action as needed to resolve such concerns or requests for assistance.

(10) No mobile food vendor is permitted to operate at a short-term rental property.

(c) Any advertisement that promotes the availability of a short-term rental, listed in any medium, including but not limited to, newspaper, magazine, brochure, website or mobile application, shall include the current short-term rental certificate of occupancy number assigned by the city.

(d) A short-term rental certificate of occupancy is valid for one year from the date of issuance. An application for renewal must be filed at least 30 days prior to expiration. The holder of a short-term rental certificate of occupancy must submit an application for renewal in the format and method promulgated by the city manager or his/her designee. A certificate of occupancy will not be renewed if two violations of city ordinances have been found by the municipal or another court to have occurred on the property during the last 12 months.

(e) Short-term rental certificates of occupancy are not transferrable. If the certificate of occupancy holder sells the property, the short-term rental certificate of occupancy automatically expires on the date of recording of the conveyance instrument in the office of the County Clerk of Bexar County.

Sec. 50-521. Notification of complaints.

Complaints related to the operation of a short-term rental, including, but not limited to, complaints concerning noise, garbage, parking, and disorderly conduct by guests, shall be reported to the city's code enforcement office during business hours and to the police department after business hours.

Sec. 50-522. Compliance with other law.

The owner, operator, local contact person, and guests shall comply with all applicable laws, rules and regulations pertaining to the operation, use, and occupancy of a short-term rental. The owner shall not be relieved from any civil or criminal liability for a violation of this article, regardless of whether such violation is committed by the owner, operator, local contact person, or guest of the owner's short-term rental.

Nothing in this article shall be construed to relieve any person or owner of any other applicable requirements of federal, state, or local law, rules, or regulations. Nothing in this article shall be construed to provide any property owner with the right or privilege to violate any private conditions, covenants, and restrictions applicable to the owner's property that may prohibit the use of such owner's property as a short-term rental as defined in this article.

Sec. 50-523. Compliance and penalty provision.

(a) It shall be unlawful for any person or entity to violate any provision of this article. Proof that a violation of this article occurred at a short-term rental shall create a rebuttable presumption that the owner of said short-term rental is jointly liable for such violation along with the person whose conduct violated this article~~committed the violation~~.

(b) Any violation of this article is a Class C misdemeanor offense and, upon conviction, shall be punished by a fine as set forth in section 1-17 of the Code of Ordinances.

(c) Prosecution under this article shall not require the pleading or proving of any culpable mental state.

(d) Penalties provided for in this article are in addition to any other criminal or civil remedies that the city may pursue under federal, state, or local law.

Sec. 50-524. Certificate of Occupancy suspension or revocation.

Upon conviction for a violation of this article, the municipal court judge may suspend or revoke any short-term rental certificate of occupancy issued for the ~~same~~ short-term rental where the violation occurred. The city manager shall notify the owner of a suspension or revocation under this section in writing, sent by certified mail, return receipt requested, and mailed to the address of the owner as set forth on the most recent short-term rental certificate of occupancy application submitted to the city.

Secs. 50-525—50-538. Reserved.

**THE CITY OF CASTLE HILLS, TEXAS
ORDINANCE NO. 2025-11-18-A**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CASTLE HILLS,
TEXAS, AMENDING SECTIONS 50-516 THROUGH 50-524 IN ARTICLE V OF
CHAPTER 50 OF THE CODE OF ORDINANCES CONCERNING SHORT-TERM
RENTALS**

WHEREAS, after receipt by City officials of concerns related to activities at a property for which a short-term rental certificate of occupancy had been issued and concerns that a second short-term rental certificate of occupancy would be sought for a property in close proximity to a property with a short-term rental certificate of occupancy, city staff met with affected residents in March, 2025; and

WHEREAS, City residents expressed concerns that the operation of certain short-term rental property has resulted in repeated non-compliance with City requirements related to trash disposal, parking, and noise; and

WHEREAS, City resident also expressed concerns that a property located near an existing short-term rental property had been purchased for use as or conversion to another short-term rental property in the same block as the existing short-term rental property; and

WHEREAS, at its Regular City Council meeting held on April 8, 2025, the City Council heard additional citizen complaints about activities at a certain short-term rental property and concerns that a second short-term rental property might be established in the same block; and

WHEREAS, at its April 8, 2025, meeting, the City Council adopted a moratorium on issuance of new short-term rental certificates of occupancy and directed the City Zoning Commission to review the provisions in Sections 50-516 through 50-524 of the Code of Ordinances as to short-term rental properties to address the stated concerns of affected City residents; and

WHEREAS, at its May 13, 2025 Regular City Council meeting, the City Council extended the moratorium on issuance of new short-term rental certificates of occupancy; and

WHEREAS, the Zoning Commission conducted public hearings on possible amendments to Sections 50-516 through 50-524 of the Code of Ordinances regarding short-term rental properties on May 6, 2025, June 3, 2025, August 5, 2025, and September 2, 2025; and

WHEREAS, at the four public hearings conducted by the Zoning Commission on possible amendments to the City Ordinance concerning short-term rental properties, citizen concerns regarding trash disposal, parking, noise, proximity of short-term rental properties, and not renewing short-term rental certificates of occupancy of non-compliant properties were addressed by numerous residents; and

WHEREAS, at the four public hearings conducted by the Zoning Commission on possible amendments to the City Ordinance concerning short-term rental properties, citizens also requested that the Zoning Commission consider limitations on the number of occupants at a short-term rental property and limitations on the number of issued short-term rental certificates of occupancy, among other things; and

WHEREAS, the Zoning Commission carefully considered the comments it received during its four public hearings on possible amendments to the short-term rental property provisions in the City Zoning Code and adopted Resolution 2025-09-02 on September 2, 2025, with its recommended changes to the short-term rental property provisions in Sections 50-516 through 50-524 of the Code of Ordinances

in order to address citizen concerns and minimize the negative impact on neighboring properties and residents emanating from short-term rental properties; and

WHEREAS, the City Council conducted a public hearing on proposed amendments to Article V of Chapter 50 of the Code of Ordinances concerning short-term rental properties at its council meeting on September 9, 2025; and

WHEREAS, the City Council believes that it is important to fairly regulate short-term rental properties and to minimize the impact on neighboring properties and residents of non-compliant short-term rental properties for the benefit of the entire community; and

WHEREAS, the City Council has determined that amendments to Sections 50-516 through 50-524 of Article V of Chapter 50 of the Code of Ordinances of the City are necessary in order to protect the best interests of the community.

NOW, THEREFORE, IT IS ORDAINED BY THE CITY COUNCIL OF THE CITY OF CASTLE HILLS, TEXAS, that:

SECTION 1. Sections 50-516 through 50-524 of Article V of Chapter 50 of the Code of Ordinances of the City are hereby amended in accordance with the terms and provisions on Exhibit “A” attached to this Ordinance.

SECTION 2. As to the holders of existing short-term rental certificates of occupancy as of the date of adoption of this Ordinance, the amendments to Sections 50-516 through 50-524 of Article V of Chapter 50 of the Code of Ordinances of the City will be effective on and after the earlier of the (1) date of expiration of the current short-term rental certificate of occupancy for such property, or (2) the next renewal of the short-term rental certificate of occupancy for such property and the existing rules for short-term rental properties are continued for the period prior to expiration or renewal of a short-term rental certificate of occupancy in force on the date of adoption of this Ordinance. For any short-term rental certificate of occupancy issued after the date of adoption of this Ordinance, the provisions of Sections 50-516 through 50-524 of Article V of Chapter 50 of the Code of Ordinances of the City shall be applicable upon issuance of the short-term rental certificate of occupancy.

SECTION 3. The City Secretary is directed to, within 5 business days of the adoption of this Ordinance, post a copy of this Ordinance inclusive of Exhibit “A” to this Ordinance on the City’s website with such posting to remain on the City website until the online City Municipal Code is updated to incorporate the amended language for Sections 50-516 through 50-524 of Article V of Chapter 50 of the Code of Ordinances of the City.

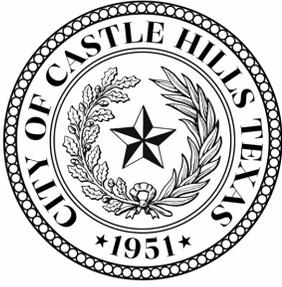
SECTION 4. This Ordinance shall be effective upon passage and adoption but applicable subject to the terms of Section 2 above.

PASSED AND ADOPTED on this 18th day of November, 2025.

JR Treviño, Mayor

ATTEST:

Nichole Heinrich, TRMC, City Secretary



AGENDA ITEM:	6.10 Discussion and Possible Action to extend the existing short-term rental moratorium on issuance of short-term rental permits until December 9, 2025.
SUBMITTED BY:	City Manager
DATE SUBMITTED:	November 13, 2025
MEETING DATE:	November 18, 2025

AGENDA FORM

ITEM DESCRIPTION/SUMMARY

Discussion and possible action to extend the existing short-term rental permit moratorium until the December 9, 2025, city council meeting.

BACKGROUND

If no action is taken on Agenda Item 6.09 (adoption of Ordinance No. 2025-11-18-A), it will be necessary to take action to extend the moratorium on short-term rental permits. On April 8th, a moratorium was first implemented while the Zoning Commission reviewed and deliberated on the existing short-term rental guidelines. The moratorium was extended by the City Council on May 13th for an additional 120 days and again on September 9th. The current moratorium expires at the end of November 18th.

A additional extension of the STR moratorium would provide additional time for staff and the city attorney to finalize the recommended revisions based on the outcome of the November 18th City Council meeting.

ATTACHMENTS:

REQUESTED ACTION

- Motion
- Discussion
- Ordinance
- Resolution
- Other

FINANCIAL

- Budgeted Item
- Non-budgeted Item
- Not Applicable

Original Estimate/Budget:

Current Estimate:

Amount Under/Over Budget:

PROs / CON's**STAFF RECOMMENDATION**

If necessary, staff would recommend extending the existing Short-Term Rental moratorium on the issuance of Short-Term Rental permits until the December 9, 2025, City Council meeting (21 days).