

Ryan Stevens, Place 1
Tomas Mendoza, Place 2
Steven Teschke, Place 3



James Castle, Place 4
Daniel Dennis, Place 5
Shelby St. Claire, Mayor Pro Tem, Place 6

James Clark, Mayor
CITY OF JUSTIN
CITY COUNCIL AGENDA
MARCH 26, 2026
415 N. COLLEGE AVE.
5:30 PM

A) CALL TO ORDER

Convene into Session:
Invocation and Pledge of Allegiance
American Flag

Texas Flag: *“Honor the Texas Flag; I pledge allegiance to thee, Texas, one state, under God, one and indivisible”*

B) EXECUTIVE SESSION

Any item on this posted agenda could be discussed in Executive Session as long as it is within one of the permitted categories under sections 551.071 through 551.076 and Section 551.087 of the Texas Government Code.

1. Under Section 551.071, to conduct a private consultation with the City Attorney regarding:
 - Justin Ranch Developers Agreement
 - Magnolia Ridge
 - Crestview Developers Agreement
2. Under Section 551.087 the City Council may convene in an executive session to discuss or deliberate regarding commercial or financial information that the City of Justin has received from a business prospect that the City seeks to have located, stay, or expand in or near the City and with which the City is conducting economic development negotiations; or to deliberate the offer of a financial or other incentive to a business prospect described below.
 - Discuss Project Tricycle
 - Discuss Project Parkway
 - Justin Crossing Commercial
 - Dream Complex
3. Under Section 551.072, to deliberate regarding the purchase, exchange, lease, or sale of real property related to the following:
 - Justin Town Square

- Water Infrastructure

C) TAKE ANY ACTION AS A RESULT OF CLOSED EXECUTIVE SESSION ITEM(S)

D) UPCOMING MEETINGS AND EVENT(S)

1.

- April 3, 2026, City Hall Closed for Good Friday Holiday
- April 9, 2026, City Council meeting at 5:30 p.m. (**One meeting in April*)
- April 14, 2026, Parks and Recreation Board meeting at 6 p.m.
- April 16, 2026, EDC/CDC meeting at 5:30 p.m.
- April 21, 2026, Library Board meeting at 6 p.m.
- April 21, 2026, Planning and Zoning Commission at 6:30 p.m.
- April 25, 2026, Justin Fun Day Event

E) PUBLIC COMMENT

In order to expedite the flow of business and to provide all citizens with the opportunity to speak, the mayor may impose a three-minute time limitation for each citizen to speak with a seasonal limitation on speakers on one topic or item with a maximum of fifteen total minutes on the same topic. The Texas Open Meetings Act prohibits the City Council from discussing issues which the public have not been given a seventy-two (72) hour notice. Issues raised may be referred to City staff for research and/or placed on a future agenda.

F) CONSENT AGENDA

Any Council Member may request an item on the Consent Agenda to be taken up for individual consideration.

1. Consider approving City Council minutes from the March 12, 2026 City Council meeting; and take appropriate action.
2. Consider adopting Ordinance 846-26, first reading, creating a Film Friendly City; and take appropriate action.
3. Consider approving Resolution 820-26 to approve a Strategic Plan; and take appropriate action.
4. Consider adopting Ordinance 844-26, second reading, approving a Pandhandlers Ordinance; and take appropriate action.
5. Consider adopting Ordinance 845-26, second reading, approving a School Zone Speed Limit at Justin Elementary and Timberbrook Parkway; and take appropriate action.
6. Consider adopting Ordinance 850-26, second reading, approving a budget amendment reallocating existing funds for the purchase of an ambulance remount for the Justin Fire Department; and take appropriate action.
7. Consider adopting Ordinance 851-26, second reading, approving a Dangerous Animal Ordinance; and take appropriate action.

8. Consider adopting Ordinance No. 842-26 on first reading, repealing Chapter 10, Article XI, Sections 311 through 320 of the Code of Ordinances related to the Renters Certificate of Occupancy (RCO) program; and take appropriate action
9. Consider adopting Ordinance 841-26, second and final reading, adopting a budget for Kemper Sports to conduct the J-Rec Sports program; and take appropriate action.
10. Consider and take action on Resolution 826-26 regarding a grant submission for Justin Downtown revitalization.

G) REPORT(S)

1. Community Park improvements update

H) WORKSHOP ITEM(S)

1. Discussion regarding Solar Powered Meshtastic Comms Repeater
2. Discussion regarding Precious Metals and Related businesses.
3. Discussion regarding Senior Property Tax Exemption
4. Receive an Audit Report from Fiscal Year 2024-2025
5. Discuss agenda structure and meeting procedures to improve meeting flow and efficiency

I) ITEMS PULLED FROM CONSENT AGENDA

J) PUBLIC HEARING ITEM(S)

1. Conduct a Public Hearing and consider adopting Ordinance 847-26, first reading, consider amending the existing Specific Use Permit for Thrifted It legally described as O T JUSTIN BLK 33 LOT 17,18 O T JUSTIN addressed as 209 W 5th Street; and take appropriate action.
2. Conduct a Public Hearing and consider adopting Ordinance 848-26, first reading, to consider rezoning approximately 1,244 acres from Single-Family Rural Estate (SF-RE) to Planned Development Single-Family 2 (PD-SF 2) with an amended minimum lot standard to 4,400 square-feet; Planned Development- Regional Commercial (PD-RC); and Planned Development Mixed-Use (PD-MU) and other amended standards, generally located north and northwest of FM 407 and Treeline Parkway; and take appropriate action.

K) FUTURE AGENDA ITEMS

1. Discuss a Future Agenda Item request by Councilman Stevens

L) ADJOURN

I, the undersigned authority, do hereby certify that the above notice of the meeting of the City Council of the City of Justin, Texas, is a true and correct copy of the said notice that I posted on the official

bulletin board at Justin Municipal Complex, 415 North College Street, Justin, Texas, a place of convenience and readily accessible to the public at all times, and said notice posted this 3/20/26 10 a.m., in compliance with the Texas Open Meetings Act.

A handwritten signature in blue ink, appearing to read "Amy Piukana", written in a cursive style.

Amy Piukana, TRMC, CMC, City Secretary



City Council Coversheet
March 26, 2026
415 N. COLLEGE AVE.

Agenda Item: 1. (CONSENT AGENDA)

Title: Consider approving City Council minutes from the March 12, 2026 City Council meeting; and take appropriate action.

Department: Administration

Contact: Amy Piukana, City Secretary

Recommendation:

City Staff recommends the City Council review and approve the minutes.

Background:

The City Council shall approve minutes at the next City Council meeting which shall be kept on file for permanent retention with the City Secretary's Office.

City Attorney Review: No

Attachments:

1. City Council Minutes 3.12.26 Draft

Ryan Stevens, Place 1
Tomas Mendoza, Place 2
Steven Teschke, Place 3



James Castle, Place 4
Daniel Dennis, Place 5
Shelby St. Claire, Mayor Pro Tem, Place 6

James Clark, Mayor

MINUTES

**State of Texas
County of Denton
City of Justin**

Justin City Council Regular Session Meeting - March 12, 2026

A) CALL TO ORDER

Convene into Session:
Invocation and Pledge of Allegiance
American Flag

Texas Flag: ***“Honor the Texas Flag; I pledge allegiance to thee, Texas, one state, under God, one and indivisible”***

Present: Mayor James Clark, Mayor Pro Tem Shelby St. Claire, Council Member Ryan Stevens, Council Member Steven Teschke, Council Member Tomas Mendoza, Council Member James Castle, Council Member Daniel Dennis

City Staff: City Manager Jarrod Greenwood, City Secretary Amy Piukana, Assistant City Manager Abbey Reece, and Director of Development and Economic Development Services Matthew Cyr

With a quorum of members present, Mayor Clark called the meeting to order at 5:30 p.m. at Justin City Hall, located at 415 N. College Avenue, Justin, Texas 76247.

Mayor Clark provided the invocation. The Pledge of Allegiance and the Pledge to the Texas Flag were given.

B) EXECUTIVE SESSION

Any item on this posted agenda could be discussed in Executive Session as long as it is within one of the permitted categories under sections 551.071 through 551.076 and Section 551.087 of the Texas Government Code.

City Attorney Matthew Boyle announced closed session items to be discussed. Mayor Clark recessed the meeting at 5:03 p.m.

1. Under Section 551.071, to conduct a private consultation with the City Attorney regarding:
 - Justin Ranch Developers Agreement
 - Magnolia Ridge

2. Under Section 551.087 the City Council may convene in an executive session to discuss or deliberate regarding commercial or financial information that the City of Justin has received from a business prospect that the City seeks to have locate, stay, or expand in or near the City and with which the City is conducting economic development negotiations; or to deliberate the offer of a financial or other incentive to a business prospect described below.

- Discuss Project Tricycle
- Discuss Project Parkway
- Discuss Project Tupperware
- Justin Crossing Commercial
- Dream Complex

3. Under Section 551.072, to deliberate regarding the purchase, exchange, lease, or sale of real property related to the following:

- Justin Town Square
- Water Infrastructure

C) TAKE ACTION AS A RESULT OF CLOSED SESSION

Mayor Clark reconvened the meeting in open session at 7:10 p.m. There was no action taken, as a result of closed session.

D) UPCOMING MEETINGS AND EVENTS

Director of Communications Amy Borders provided updates on upcoming meetings and events.

1. - March 17, 2026, Planning and Zoning Commission Meeting at 6:30 p.m.
- March 17, 2026, Library Board Meeting at 4:30 p.m.
- March 19, 2026, Economic/Community Development Corporation Meeting at 5:30 p.m.
- March 26, 2026, City Council meeting at 5:30 p.m.
- March 27, 2026 J-Rec Kickoff
- March TBD, 2026 Peterson Park Grand Opening

E) REPORT(S)

1. Receive an update on the Regional Animal Control Project

Assistant City Manager Abbey Reece provided a presentation on the Regional Animal Control Project.

2. Receive an Audit Report from Fiscal Year 2024-2025

Mayor Clark announced this item has been moved to the March 26, 2026 City Council meeting.

3. Receive a Quarterly Investment Report

Director of Finance Hailey Payne provided a Quarterly Investment Report.

F) WORKSHOP ITEM(S)

1. Discussion regarding the creation of an Ordinance Review Committee

City Manager Jarrod Greenwood noted this item was requested by Councilman Mendoza. Councilman Mendoza explained he requested a review committee in an effort to ensure process efficiency.

The City Council discussed the option to create a committee, ways to ensure openness, and a website option that allows citizens to select a drop-down of departments to allow staff to receive an ordinance suggestion or complaint, and allow board review.

After discussion, the consensus of the City Council was to direct staff to identify a process to ensure efficiency. The City Council requested that staff provide feedback within the next 90 days for a June update.

2. Discuss and receive an update on the JRec program.

Mr. Tracy Black with JRec Sports Program briefed the City Council regarding the program, noting its success with the enrollment numbers.

The City Council discussed community alerts, better communications, the need for the community to attend the March 27th kickoff, and expressed gratitude to Mr. Black for the success of the program.

3. Discussion regarding the Renters Certificate of Occupancy

Development Director Matthew Cyr briefed the City Council regarding this item.

Councilman Castle explained he requested this item, noting the current policy does not address occupancy changes with rental homes. He suggested repealing the current ordinance since it's difficult to enforce.

The City Council discussed the option of utilizing a third party, requiring the landlord/investment company to cover the fee, utilizing code enforcement vs. preferred vendors.

4. Discussion regarding open containers on 4th Street

Councilman Castle briefed the City Council, noting he would like to see benches and a pilot program along Third and Fourth Streets and outside of Grapes to Wine (alleyway) to allow open containers and utilize this area for entertainment, suggesting possible food trucks.

The City Council discussed the location area, citations for intoxication, noise, and enforcement. After discussion, the consensus of the City Council was to direct staff to develop a boundary map and bring it forward to the City Council at the next City Council meeting.

5. Presentation and discussion regarding BNSF crossings

City Manager Jarrod Greenwood briefed the City Council regarding this item, noting they are looking at a secondary rail to allow north and south-bound traffic at the same time. He noted the City could

have an underpass at Wilkerson to allow traffic relief utilizing a tunnel. Mayor Clark noted that TXDOT could help fund this.

The City Council discussed the route, emergency services access, signage, timeline projection, and grant process.

The consensus of the City Council was to support this project.

6. Presentation and discussion regarding recent City Hall Liability Incidents

The City Manager provided an update regarding City Hall, noting that during the primary elections, the City had two elderly people fall due to our non-compliance with the ADA requirements. He stated he is informing the Council to ensure awareness of the city's exposure.

G) PUBLIC COMMENT

In order to expedite the flow of business and to provide all citizens with the opportunity to speak, the mayor may impose a three-minute time limitation for each citizen to speak with a seasonal limitation on speakers on one topic or item with a maximum of fifteen total minutes on the same topic. The Texas Open Meetings Act prohibits the City Council from discussing issues which the public have not been given a seventy-two (72) business hour notice. Issues raised may be referred to City staff for research and/or placed on a future agenda.

The following comments were provided:

- Chandra Hamlin, 202 High Point Way, submitted a comment card in opposition to the proposed signage for the storage business.
- Greg Scott, 136 Daisey Lane, spoke regarding the following items: Workshop Item Nos. F.3, F.4, Consent Item No. H.3, Action Item Nos. K.1, K.3, K.4, and Public Hearing Item J.1 regarding signage.

H) CONSENT AGENDA

Any Council Member may request an item on the Consent Agenda to be taken up for individual consideration.

The following items were pulled off Consent to allow for more discussion.

Mayor Pro Tem St. Claire pulled Consent Item No. 6, and Councilman Mendoza pulled Consent Item No. 3.

A motion was made by Mayor Pro Tem St. Claire to approve Consent Item Nos. 1,2,4,5,7,8,9, as presented. Motion seconded by Councilman Stevens. Motion approved unanimously.

1. Consider approving the City Council minutes dated February 12, 2026; and take appropriate action.
2. Consider approving Resolution 809-26 amending the Master Fee Schedule; and take appropriate action.

3. Consider adopting Ordinance 839-26, second and final reading, amending and replacing Chapter 48 of the City of Justin Code of Ordinances, providing for sanitary sewer Winter Quarter Averaging and to increase the sanitary sewer volume cap from 12,000 gallons to 18,000 gallons; and take appropriate action.

Councilman Mendoza pulled this item, noting that his constituents have reached out regarding increased water fees. Mr. Greenwood stated that today we are discussing sewer rates, and this item was approved in 2024, and the Ordinance wasn't updated; therefore, this item is to update and approve the Ordinance.

Mayor Pro Tem St. Claire noted that each resident has their own consumption average based on usage.

After discussion, Councilman Mendoza made a motion to adopt Ordinance 839-26, as approved. Motion seconded by Mayor Pro Tem St. Claire. Motion approved unanimously.

4. Consider approving Resolution 819-26, authorizing an interlocal agreement with Denton County for consolidated communications for the Fire and Police Departments; and take appropriate action.
5. Consider adopting Ordinance 851-26, first reading, approving a Dangerous Animal Ordinance; and take appropriate action.
6. Consider adopting Ordinance 844-26, first reading, approving a Pandhandlers Ordinance; and take appropriate action.

Mayor Pro Tem St. Claire asked Chief Frieda if the Police are enforcing. Chief Frieda stated it's at the officer's discretion to issue citations, but they understand the residents' concerns.

After discussion, a motion was made by Mayor Pro Tem St. Claire to adopt Ordinance 844-26, as presented. Motion seconded by Councilman Castle. Motion approved unanimously.

7. Consider adopting Ordinance 845-26, first reading, approving a School Zone Speed Limit at Justin Elementary and Timberbrook Parkway; and take appropriate action.
8. Consider adopting Ordinance 850-26, first reading, approving a budget amendment reallocating existing funds for the purchase of an ambulance remount for the Justin Fire Department; and take appropriate action.
9. Consider approving Resolution 822-26 authorizing the purchase of an ambulance remount, including chassis, for the Justin Fire Department through the HGACBuy Cooperative Purchasing Program with Frazer, Ltd; and take appropriate action.

I) ITEMS PULLED FROM CONSENT AGENDA

J) PUBLIC HEARING

1. Conduct a Public Hearing and consider adopting ordinance 843-26, first reading, amending the existing Planned-Development (GB-PD 724) to allow blade signage for Extra Space Storage legally described as A0207A F.B. BORDEN, TR 8G(PT), 2.725 ACRES addressed as 103 HARDEMAN BLVD

Director of Development Services Matt Cyr briefed the City Council regarding this item.

Ms. Carson Sapple with Legacy Signs Denton, TX spoke noting the extra signage is being requested to bring in more tenants noting lights will be off on sign from 10 p.m. to 6 a.m.

The City Council discussed signage on the wall versus the extended blade signage proposed, and past approvals for signage at this site.

Mayor Clark opened the public hearing. Chief Frieda noted he lives in this neighborhood noting this would in his opinion not affect traffic and he supports it, as a resident. Mayor Clark closed the public hearing.

A motion was made by Councilman Dennis to deny Ordinance 843-26, as presented. Motion seconded by Councilman Stevens. Motion approved unanimously.

K) POSSIBLE ACTION ITEMS

1. Consider adopting Ordinance 840-26, first reading, authorizing the Sale of City-Owned Real Property and Approving a Commercial Contract with North Forest Office Space – Fort Worth, LLC; and take appropriate action.

Director of Development Services Matthew Cyr briefed the City Council regarding this item, explaining that the applicant was present to answer any questions.

The City Council discussed the types of use, the proposed renderings, the need for sales tax dollars, and the types of uses for the building.

The City Council recommended the applicant look at splitting the property and work with City Staff to possibly subdivide and bring forward an amended plan.

After discussion, a motion was made by Councilman Dennis to table this item to the March 26, 2026, City Council meeting to allow the applicant to work with staff and amend the plan. Motion seconded by Councilman Teschke. The motion prevailed by the following vote:

In Favor: Teschke, Clark, Dennis
Opposed: Stevens, Mendoza, Castle St. Claire
(Motion failed)

A motion to deny was made by Mayor Pro Tem St. Claire to deny Ordinance 840-26. Motion seconded by Councilman Stevens.

The motion prevailed by the following vote:

In Favor: Stevens, Mendoza, Castle, Clark
Opposed: Teschke, Dennis
(The motion passed, Ordinance 840-26 was denied)

2. Consider adopting Ordinance 841-26, first reading, adopting a budget for Kemper Sports to conduct the J-Rec Sports program; and take appropriate action.

Mr. Will Spence of Kemper Sports was present to answer questions.

The City Council discussed annual expenses, program and sponsorship revenue, and funding sources.

After discussion, a motion was made by Mayor Pro Tem St. Claire to adopt Ordinance 841-26, as presented. Motion seconded by Councilman Teschke.

Motion prevailed by the following vote:

In Favor: Stevens, Teschke, Castle, Clark, Dennis, St. Claire

Opposed: Mendoza

(Motion passed)

3. Consider adopting Ordinance No. 842-26 on first reading, repealing Chapter 10, Article XI, Sections 311 through 320 of the Code of Ordinances related to the Renters Certificate of Occupancy (RCO) program; and take appropriate action

Development Director Matthew Cyr briefed City Council regarding this item.

Motion made by Councilman Castle to approve Ordinance 842-26, as presented. Motion seconded by Councilman Mendoza.

Motion prevailed by the following vote:

In Favor: Mendoza, Castle, Dennis

Opposed: Clark, St. Claire, Stevens, Teschke

Motion failed 4-3.

4. Consider approving Resolution 824-26 authorizing the renaming of the City Hall Park; and take appropriate action

City Manager Jarrod Greenwood briefed the City Council regarding this item.

Mayor Clark suggested utilizing our approved procedures moving forward to ensure we allow Boards to run through proper processes.

After discussion, a motion was made by Mayor Pro Tem St. Claire to approve Resolution 824-26, renaming the City Hall Park to Jack Allen Holloway Park. Motion seconded by Councilman Stevens. Motion approved unanimously.

L) FUTURE AGENDA ITEMS

Councilman Dennis requested the following items:

- Retain services of a consultant to secure Federal & State Grants. The consensus of the City Council was to bring forward with the draft budget.
- E-Verify Policy for City Employees and Projects. The consensus of the City Council was to bring this forward to the March 26, 2026 City Council meeting.

M) ADJOURN

The meeting adjourned at 10:42 p.m.

Mayor James Clark

Seal:



City Council Coversheet
March 26, 2026
415 N. COLLEGE AVE.

Agenda Item: 2. (CONSENT AGENDA)

Title: Consider adopting Ordinance 846-26, first reading, creating a Film Friendly City; and take appropriate action.

Department: Administration

Contact:

Recommendation:

Staff recommends approving Ordinance 846-26, as presented.

Background:

Purpose

The purpose of this item is to consider adoption of a Film Friendly Designation Ordinance for the City of Justin. This ordinance establishes policies and procedures to support film, television, commercial, and digital media productions within the city while ensuring coordination with municipal operations, public safety, and community standards.

Background

Communities across Texas are participating in the Texas Film Commission's Film Friendly Texas Program to attract media production opportunities that generate economic activity, tourism exposure, and positive community visibility.

Adopting a Film Friendly ordinance allows the City of Justin to formally support production companies seeking filming locations and positions the city to pursue official Film Friendly Texas certification.

Benefits to the City

- Promotes Justin as a destination for film and media production
- Encourages economic development and local business engagement
- Provides national and regional exposure for the community
- Establishes clear permitting and coordination processes
- Supports tourism and place branding initiatives

Fiscal Impact

No direct fiscal impact is anticipated. Film productions may generate indirect economic benefits through local spending, lodging, dining, and services.

City Attorney Review: Yes

Attachments:

1. Ordinance 846-26 Film Friendly City
2. Guidelines and Permit_for_Filming_JUSTIN

**CITY OF JUSTIN, TEXAS
ORDINANCE NO. 846-26**

AN ORDINANCE REGULATING COMMERCIAL FILMING WITHIN THE CITY OF JUSTIN, TEXAS; REQUIRING A FILMING PERMIT; AUTHORIZING THE CITY MANAGER OR DESIGNEE TO ADMINISTER AND ENFORCE FILMING ACTIVITIES; PROVIDING FOR INSURANCE, INDEMNIFICATION, AND COST REIMBURSEMENT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Justin desires to encourage economic activity while protecting the public health, safety, welfare, and property rights of residents and businesses; and

WHEREAS, commercial filming may involve the use of public property, City resources, and impacts to surrounding neighborhoods;

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

SECTION 1. DEFINITIONS. For purposes of this Ordinance, the following term shall have the meaning set forth below:

“Commercial Filming” means any filming, videotaping, photography, or recording activity conducted for commercial purposes, including but not limited to feature films, television programs, commercials, music videos, streaming, or digital media productions, or similar productions intended for public distribution or profit.

SECTION 2. FILMING PERMIT REQUIRED. No person or entity shall engage in commercial filming within the City of Justin without first obtaining written approval from the City Manager. This requirement applies to filming activities conducted on public or private property within the City when such activities involve the use of public property, City resources, or may reasonably affect public safety, traffic, or neighboring properties.

SECTION 3. AUTHORITY OF CITY MANAGER. The City Manager or designee is authorized to regulate filming locations, schedules, use of public property, traffic control, and operational conditions and may suspend or terminate filming activities when necessary to protect public health, safety, or welfare.

SECTION 4. USE OF CITY PROPERTY AND RESOURCES. Any use of City streets, rights-of-way, parks, facilities, equipment, personnel, or the City name or logo requires authorization. Applicants shall reimburse the City for all related costs and comply with all conditions imposed by the City.

SECTION 5. APPLICATION REQUIREMENTS. Applicants for a commercial filming permit shall provide information and documentation as required by the City Manager, which may include: Production details, filming locations, dates, and times;
Notification to affected property owners or occupants when required by the City;

Proof of insurance in a form and amount acceptable to the City;
A written agreement to indemnify and hold harmless the City from any claims arising out of filming activities; and Assurance that any damage to public or private property caused by filming activities will be promptly repaired at the applicant's expense.

SECTION 6. ADMINISTRATIVE PROCEDURES. The City Manager or designee may establish administrative procedures and additional reasonable requirements necessary to implement this Ordinance, provided such requirements are consistent with the intent of this Ordinance.

SECTION 7. EFFECTIVE DATE. This Ordinance shall take effect immediately upon adoption.

PASSED ON THE FIRST READING BY THE CITY COUNCIL ON THE 26th DAY OF MARCH , 2026.

PASSED ON SECOND READING BY THE CITY COUNCIL ON THE 9th DAY OF APRIL, 2026.

APPROVED:

Mayor, James Clark

ATTEST:

City Secretary, Amy M. Piukana

APPROVED AS TO FORM:

City Attorney, Matthew Boyle



GUIDELINES FOR FILMING IN **JUSTIN**, TX

- I. Purpose
- II. City Control/City Manager Authority
- III. Permit Requirements and Fees
- IV. Use of City Equipment and Personnel
- V. Use of City-Owned Real Estate
- VI. Vehicles and Equipment
- VII. Hours of Filming
- VIII. Notification of Neighbors
- IX. Certificate of Insurance
- X. Damage to Public or Private Property
- XI. XII. Hold Harmless Agreement

Guidelines for Filming in Justin, Texas

I. PURPOSE

The Guidelines contained in this policy are intended to create a program for promoting economic development activity within **Justin** and the vicinity of the City. The following Guidelines are also intended to protect the personal and property rights of **Justin**, Texas residents and businesses, and to promote the public health, safety and welfare. The City Manager reserves the right to impose additional regulations in the interest of public health, safety and welfare, or if otherwise deemed appropriate by the City Manager.

These Guidelines cover requests for commercial use of City-owned property (including but not limited to streets, rights-of-way, parks, and/or public buildings), commercial use of private property which may affect adjacent public or private property, and the use of City equipment and personnel in all types of motion picture production, including, but not limited to, feature films, television programs, commercials, music videos and corporate films.

II. CITY CONTROL/CITY MANAGER AUTHORITY

The City Manager may authorize the use of any street, right-of-way, park, or public building, equipment or personnel for commercial uses in the filming or taping of movies, television programs, commercials, or training films and related activities. In conjunction with these uses, the City Manager may require that any or all of the conditions and/or remuneration herein and as specified on the application be met as a prerequisite to that use.

The Applicant agrees that the City of **Justin** shall have exclusive authority to grant the Applicant the use of public streets, rights-of-way, parks and public buildings of the City, as well as authority to regulate the hours of production and the general location of the production. The City reserves the full and absolute right to prohibit all filming or to order cessation of filming in order to promote the public health, safety or welfare.

The Applicant shall allow City departments (e.g., Police, Fire, Building) to inspect all structures, property, devices and equipment to be used in connection with the filming and taping, as deemed appropriate by City Management.

III. PERMIT REQUIREMENTS

Before filing an application for filming in **Justin**, the City Administration must be contacted to discuss the production's specific filming requirements and the feasibility of filming in **Justin**, TX.

Any commercial producer who desires to undertake a commercial production in **Justin** is required to complete and return the attached application for filming to the Office of the City Manager, within the time frames below:

- **Commercials or episodic television:** a minimum of two (2) business days prior to the commencement of filming or any substantial activity related to the project.
- **Feature films:** a minimum of five (5) business days prior to the commencement of filming or any substantial activity related to the project.

IV. USE OF CITY EQUIPMENT AND PERSONNEL

The Applicant shall pay for all costs of any Police, Fire, Public Works, or other City personnel assigned to the project (whether or not specifically requested by the production). Remuneration rates for the use of any City equipment, including police cars and fire equipment, will be established on a case-by-case basis as determined by the City Leadership. The Applicant shall pay all costs in full within ten (10) days after receipt of an invoice for said costs. City Leadership may, at his/her discretion, require an advance deposit for all costs related City personnel and/or the use of City equipment.

City Management, in consultation with the Chief of Police and/or Fire Chief, shall have the authority to stipulate additional fire or police requirements and level of staffing for same, at any time during a film project if it is determined to be in the best interest of public health, safety and welfare, which cost shall be borne entirely by the Applicant.

Off-duty police officers and firefighters shall be paid by the production company at a rate compliant with current City overtime rates.

V. USE OF CITY-OWNED REAL ESTATE

City Management may authorize the use of any street, right-of-way, park or public building, use of **Justin**, Texas name, trademark or logo and/or use of City equipment and/or personnel for commercial uses in motion picture production. In conjunction with these uses, the City may require that any or all of the conditions and/or remuneration as specified herein and on the application be met as a prerequisite to that use. A security or damage deposit may be required within the discretion of the City Manager.

The Applicant may be required to reimburse the City for inconveniences when using public property. Fees for such inconveniences will be determined on a case-by-case basis.

The Applicant acknowledges and agrees that the City of **Justin**, Texas, possesses and retains exclusive authority to grant the Applicant a revocable license for the use of its name, trademark, and logo, public streets, rights-of-way, parks and buildings of the City as well as control over the hours of production and the general location of the production. The City reserves the full and absolute right to prohibit all filming or to order cessation of filming activity in order to promote the public health, safety and/or welfare.

In order to leave the City-owned property in as good condition as when received, the Applicant is responsible for and must provide professional cleaning and/or sanitation services upon completion of work, if the City requests such cleaning and/or sanitation services at any time. Upon such a request by the City, the Applicant must obtain approval from the City of the Applicant's arrangements for cleaning and/or sanitation services (which will not be unreasonably withheld). The City may require such approval before use of the City-owned property for Production Activity begins.

VI. VEHICLES AND EQUIPMENT

The Applicant shall provide a report listing the number of vehicles and types of equipment to be used during the filming, including proposed hours of use and proposed parking locations. Such locations will need to be specifically approved by the City Manager. On-street parking or use of public parking lots is subject to City approval.

The use of exterior lighting, power generators, or any other noise- or light-producing equipment requires on-site approval of the City Manager.

VII. HOURS OF FILMING

Unless express written permission has been obtained from the City in advance, and affected property owners, tenants and residents have been notified, filming will be limited to the following hours:

Monday through Friday: 7:00 a.m. to 10:00 p.m.

Saturday, Sunday and holidays: 8:00 a.m. to 8:00 p.m.

VIII. NOTIFICATION OF NEIGHBORS

The Applicant shall provide a short, written description, approved by the City Management, of the schedule for the proposed production to the owners, tenants and residents of each property in the affected neighborhood(s). The Applicant, or his or her designee, shall make a good faith effort to notify each owner, tenant and resident of all such property, and shall submit, as part of this application, a report noting owners, tenants and/or residents' comments, along with their signatures, addresses and phone numbers. Based upon this community feedback, and other appropriate factors considered by the City, the City Management may grant or deny the filming application.

IX. CERTIFICATE OF INSURANCE

The Applicant shall attach a valid certificate of insurance, issued by a company authorized to conduct business in the state of Texas, naming the City of **Justin** and its agents, officers, elected officials, employees and assigns, as additional insured, in an amount not less than \$1,000,000 general liability, including bodily injury and property damage with a \$1,000,000 umbrella; and automobile liability (if applicable) in an amount not less than \$1,000,000 including bodily injury and property damage.

X. DAMAGE TO PUBLIC OR PRIVATE PROPERTY

The Applicant shall pay in full, within ten (10) days of receipt of an invoice, the costs of repair for any and all damage to public or private property, resulting from or in connection with, the production, and restore the property to its original condition prior to the production, or to better than original condition.

XI. HOLD HARMLESS AGREEMENT

The Applicant shall sign the following Hold Harmless Agreement holding the City harmless from any claim that may arise from their use of designated public property, right-of-way, or equipment in conjunction with the permitted use:

*I certify that I represent the firm which will be performing the filming/taping at the locations specified on the attached permit application. I further certify that I and my firm will perform in accordance with the directions and specifications of The City of **Justin**, Texas, and that I and my firm will indemnify and hold harmless the City of **Justin**, Texas and its elected officials, officers, servants, employees, successors, agents, departments and assigns from any and all losses, damages, expenses, costs and/or claims of every nature and kind arising out of or in connection with the filming/taping and other related activities engaged in pursuant to this Application.*

*I further certify that the information provided on this Application is true and correct to the best of my knowledge, and that I possess the authority to sign this and other contracts and agreements with the City of **Justin**, Texas on behalf of the firm.*

_____	Date: _____
Signature	

Printed Name	

Title	



**CITY OF JUSTIN
FILM/TELEVISION
SHOOT PERMIT
APPLICATION**

Name of Applicant

Production Company

Business Phone Number

Cell (On-Site) Number

Additional Contact Person and Phone Number

Address, City, State, ZIP

Proposed Date(s) for Project Filming

Hours of Filming (Daily)

List Previous Filming(s) of Company in Justin (Title and Dates)

Closing of Streets ___ Yes ___ No (If Yes, Identify Time and Location)

Check Each Applicable:

___ Structures Built

___ Tents Used

___ Fences Installed

___ Barricades

___ Banners

___ Restrooms

___ Generators Used

___ Cable Laid

___ Animals

___ Special Lighting

___ Amplified Music

___ Sale of Merchandise

___ Unusual Props

___ Security Required

___ Traffic Signs Required

___ Sale of Food/Beverage

___ Firearms Required

___ Special Effects

If any of the above are checked, list specific details associated with each identified item: (Provide additional pages if necessary) _____

List firearms, dangerous materials, animals or special effects required at the location:

Clean up Details _____

List Other Permits and Licenses Required (Including Adjacent Jurisdictions) _____

Will all locations be restored to like or better condition than as originally found? ____ Yes ____ No

If "No", please explain: _____

Total Project Budget/Estimated Local Spend**: _____

***As a Film Friendly Texas Community, quantifying the economic impact of each project helps us to be able to justify our continued support for the film industry, both on the local and state levels.*

Is a Copy of Required Proof of Liability Insurance Attached? ____ Yes ____ No

NOTE: Insurance policy must cover a minimum of one million US dollars in liability coverage, and list the City of Justin (415 N College, Justin, Texas 76247), its employees, agents and affiliates as the holder.

IMPORTANT: Please attach a detailed description of activities, locations, and requested City services!

AS A CONDITION OF THIS PERMIT, THE PERMIT HOLDER AGREES TO INDEMNIFY, DEFEND AND HOLD HARMLESS THE CITY OF JUSTIN AND ALL OF ITS OFFICERS AND EMPLOYEES AGAINST ANY AND ALL SUITS, CAUSES OF ACTION OR CLAIMS FOR INJURIES, DAMAGES, COSTS AND EXPENSES TO PERSONS OR PROPERTY, WHETHER PUBLIC OR PRIVATE, THAT MAY ARISE OUT OF, OR BE OCCASIONED BY, ANY ACTIVITY OR ANY ACT, OMISSION OR MISCONDUCT OF THE PERMIT HOLDER OR HIS AGENTS, REPRESENTATIVES, CONTRACTORS, OR EMPLOYEES. THE PERMIT HOLDER AGREES TO DISCHARGE ANY AND ALL JUDGMENTS THAT MAY BE RENDERED AGAINST THE CITY OF JUSTIN OR ITS OFFICERS AND EMPLOYEES IN CONNECTION WITH ANY SUIT, CAUSE OF ACTION, OR CLAIM AFTER THE JUDGMENT BECOMES FINAL AND UNAPPEALABLE.

Applicant

Date

Received and Approved By

Date

This permit application as well as all relevant documentation (proof of insurance, description of activities, etc.) shall be submitted to the City of Justin one week prior to shooting and three weeks when City Council approval is required.



FILMING GUIDELINES FOR PRIVATE PROPERTY OWNERS

Film production in Texas is increasing annually with producers from both in and out-of-state taking advantage of the unique and beautiful locations that Justin has to offer for feature films, television programs, and commercials.

As we welcome this industry, our goal is to allow efficient use of public property, maximize the impact of the filming industry within the community, and establish guidelines to help the private property owner take advantage of these exciting projects.

For the private property owner, the use of their home or business can be an exciting and possibly profitable opportunity when the scope of the project and the process is understood. The guidelines established herein are intended to assist the property owner and the film company to communicate effectively, to ensure that the property owners' interests are protected, and that the film company's project proceeds with minimal negative side effects.

Location Use Guidelines

1. The property owner is initially contacted by a location scout or location manager. This person is often hired locally by the production company, but may also be from out of state. His/her credentials may be confirmed through the City of Justin, Fort Worth Film Commission or Texas Film Commission.
2. The property owner should determine the nature of the project and how the property will be utilized. For example, will there be smoke, fire, gunshots, or other special effects? They may ask to read the script or segment where their property will be used.
3. Determine the exact number of days required for the shoot plus any backup days. Also determine the hours of each day.
4. Arrange for a walk-through with the director or production manager to determine the exact interiors and exteriors desired for filming; where equipment and vehicles will need to be positioned or parked; any off-limits areas as determined by the owner; and any areas such as roofs, trees, fences, or windows that need to be altered during filming.
5. Determine what personal property of the owner is to be used, how and where to store the items that will not be used, and who will be responsible for packing and moving. Specific storage areas may need to be designated "for owner's use only".
6. Determine who will be allowed on the set during filming, and how this will be enforced.

7. Determine rules and regulations regarding smoking, use of restrooms, water, electricity, kitchen, food, laundry, trash, where meals will be eaten, floor coverings, and any other issues that are important to the owner.
8. Determine how the homeowner will be accommodated during filming and any living expenses that will be required.
9. Designate parking for personal vehicles.
10. Determine clean-up requirements, who is responsible, when the clean-up will be completed, and arrange for a final walk-through for owner approval.
11. Location fees are negotiable. The owner should feel comfortable with the amount agreed upon, and payment should be made in full prior to any filming.
12. Owner may wish to request and negotiate a security deposit.
13. Any specifics should be agreed upon in writing. One example could be;

The applicant (film company) agrees to indemnify the owner and to be solely and absolutely liable for any and all claims, suits and judgments against the owner and/or the applicant for personal injuries and property damages arising out of or occurring during the activities of the applicant, his employees or otherwise.

Any agreements should be signed by a principle or agent of the production company.

14. The owner must get a certificate of insurance, including a “hold harmless clause” in case of any injuries on the property.
The city requires the production company to carry insurance, for property damage and liability. A copy of the insurance certificate should be given to the property owner before any crew comes on the property. **The owner must also verify with the City of Justin that the project is permitted and approved** by the city, including when filming on private property within the city limits.
15. If the owner has questions regarding filming on his/her property, or would like to find out how to make their property available for future film projects, please contact Amy Borders at the City of Justin, aborders@cityofjustin.com.



City Council Coversheet
March 26, 2026
415 N. COLLEGE AVE.

Agenda Item: 3. (CONSENT AGENDA)

Title: Consider approving Resolution 820-26 to approve a Strategic Plan; and take appropriate action.

Department: Administration

Contact: Abbey Reece, Jarrod Greenwood, City Manager

Recommendation:

Approve the list of 2026 Strategic Initiatives.

Background:

Every year the council reviews their list of priorities and sets goals for the year. We hosted a strategic planning/governance work session in January. Since then, staff have met individually with council members to gather areas of focus.

The following were discussed.

Excellence in Operations

- Chatbot for website accessibility
- Grant writer
- Property Tax exemptions

Community Relationships

- Council Meeting Community Spotlight

Sustainable Growth & Economic Development

- Master Trail Plan
- Parks Design Manual
- Old Town activation

Quality of Life

- JREC plan
- Targeting underutilized commercial uses
- Kiosk for City Hall and Parks—Accessibility

City Attorney Review:

Attachments:

1. Resolution 820-26 Adoption of 2026 Strategic Plan

**CITY OF JUSTIN
RESOLUTION 820-26**

**A RESOLUTION OF THE CITY COUNCIL OF CITY OF JUSTIN, ADOPTING
THE CITY OF JUSTIN 2026 STRATEGIC PLAN.**

WHEREAS, the Justin City Council believes that the development and adoption of a Strategic Plan is vital to planning for the future of the community; and

WHEREAS, strategic planning is a disciplined effort to produce fundamental decisions and actions that shape and guide what an organization is, what it does and why it performs the services and/ or programs it does; and

WHEREAS, Strategic planning offers numerous benefits to organizations, including increased effectiveness and efficiency, improved understanding through enhanced learning, better decision-making, strengthened organizational capabilities, improved communication and public relations, greater transparency and accountability; and

WHEREAS, the City Council and staff conducted Strategic Planning work sessions in January, 2025 which included a review of Strategic Plan issues, Mission and Vision statements, Values, Strategic Goals, Strategic Objectives and Strategic Initiatives to develop a cohesive vision of the future for the City of Justin and a strategic plan to guide these efforts; and

WHEREAS, the City Council has reviewed the proposed Strategic plan including the strategic goals and initiatives, including the mission, vision and values, as outlined in the attached document.

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

SECTION 1: That, all matters stated in the Recitals hereinabove are found to be true and correct and are incorporated herein by reference as if copied in their entirety.

SECTION 2: That the City of Justin's 2026 Strategic Plan, attached hereto as Exhibit "A", is hereby adopted.

SECTION 3: That this resolution shall become effective from and after its date of passage.

DULY PASSED and approved by the City Council of the City of Justin, Texas, by a vote on this the 26th day of March, 2026.

APPROVED:

James Clark, Mayor

ATTEST:

Amy Piukana, City Secretary

APPROVED AS TO FORM:

Matthew Boyle, City Attorney



City Council Coversheet
March 26, 2026
415 N. COLLEGE AVE.

Agenda Item: 4. (CONSENT AGENDA)

Title: Consider adopting Ordinance 844-26, second reading, approving a Pandhandlers Ordinance; and take appropriate action.

Department: Police

Contact: Brian Frieda, Police Chief

Recommendation:

Staff recommends the City Council approve Ordinance 844-26, as presented.

Background:

This particular issue was brought forward by Mayor Clark and again by Mayor Pro Tem St. Clair. Regarding the enforcement of the current ordinance, and also regarding any possible improvements to said ordinance, staff was directed to please look into this and, when possible, to return with recommendations. This was accomplished, and in a previous workshop session, findings and additions to the current statute were discussed, and additional insights were provided by members of council. Chief Frieda, along with City Attorney Matthew Boyle, reviewed many different ordinances from across the state, and were able to provide an updated ordinance regarding not the ongoing issue of solicitors, but panhandlers and adding language specifically concerning aggressive panhandlers. It is felt that the updated ordinance meets current state parameters and will make our citizens and our regulations concerning soliciting easier understood by those wishing to solicate customers within the city limits of Justin.

City Attorney Review: Yes

Attachments:

1. Ordinance 844-26 Panhandler

ORDINANCE NO.

AN ORDINANCE OF THE CITY OF JUSTIN CITY COUNCIL AMENDING CHAPTER 12, BUSINESSES, OF THE CITY OF JUSTIN CODE OF ORDINANCES, BY **AMENDING AND REPLACING SECTIONS 12-19 THROUGH 12-30 IN THEIR ENTIRETY AND ADDING NEW SECTIONS 12-31 THROUGH 12-32 TO ADOPT NEW AND **ENHANCED PEDDLER AND SOLICITOR REGULATIONS**; PROVIDING A PENALTY; PROVIDING A CUMULATIVE/REPEALER CLAUSE, PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

- WHEREAS, the City of Justin City Council consists of residents of the City with varied backgrounds, experiences, and interests; and
- WHEREAS, in considering this Ordinance, the City Council relies on the entirety of its experiences and knowledge; and
- WHEREAS, the City of Justin, Texas, is a home-rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and
- WHEREAS, the City of Justin currently regulates peddlers and solicitors in a manner to promote good order and protect citizens and non-citizens, while at the same time maintaining the First Amendment right to communicate through that medium; and
- WHEREAS, the City of Justin has endeavored to protect the health, safety, and welfare of the public from the negative impacts associated with soliciting and distributing for many years; and
- WHEREAS, the regulation of door-to-door solicitation services the City's interests in preventing crime and protecting the privacy of its residents; and
- WHEREAS, the City's efforts to protect its citizens have included a curfew on peddling and soliciting, and said curfew has played an important role in the City's overall safety plan; and
- WHEREAS, the City Council finds the regulations provided in this ordinance allow the Police Department to focus its operations on crime-related activity during the evening, night, and early morning hours when calls for service naturally increase; and

WHEREAS, everything about law enforcement is priority based, and any time taken away from dealing with priority major criminal activity and the prevention of that makes the Police Department less effective; and

WHEREAS, due to the extremely complex nature of crime, the City and its Police Department attempt to devise as many strategies and tactics and utilize as many tools as they can to cover as many bases as possible; and

WHEREAS, the curfew allows the Police Department to concentrate on the greatest likelihood of encountering the unsavory type of characters during peak times, and has enhanced residents' comfort level and safety; and

WHEREAS, the curfew has served as an enhancement to the other tactics, tools, and strategies employed by the Police Department; and

WHEREAS, there is no magic bullet to fight and prevent crime; and

WHEREAS, the philosophy behind the solicitor ordinance is to do everything the City can do legally to ensure the safety of the City and its citizens; and

WHEREAS, the entirety of the solicitor ordinance has contributed to making our community a safer place; and

WHEREAS, it is not possible to delineate the proportionate effect of the multiple measures or strategies implemented to protect the health, safety, and welfare of the public, including the solicitor ordinance; and

WHEREAS, the decrease in residential burglaries has at least a temporal connection to the City's solicitor ordinance; and

WHEREAS, the City reviews, updates, and amends ordinances on an as needed basis; and

WHEREAS, the purpose of such reviews and amendments is to maximize the effectiveness of the City's rules and regulations, while accommodating protected activities such as free speech; and

WHEREAS, the City Council endeavors to allow people to be free from interruption at home and to have comfort that unknown persons will not come up to their door and disturb them while at home with their families; and

WHEREAS, anecdotal evidence shows that Justin residents have been reluctant to utilize "no solicitation" signs at their residences to protect themselves from undue annoyance and harassment; and

WHEREAS, the City Council finds that posting "no-solicitation" or similar signs alone is inadequate to protect its citizens from undue annoyance; and

- WHEREAS, the City Council finds that the regulations provided by this ordinance are necessary to promote the City's legitimate and compelling interests and are provided without reference to the content of any message; and
- WHEREAS, the City Council finds that the City has a legitimate and compelling interest in protecting the privacy of its residents in a most important place, the homestead; and
- WHEREAS, the City Council determines that preserving the sanctity of the home, including the right to be free from unwanted and unwelcome intrusion, is a compelling governmental interest; and
- WHEREAS, the City Council finds that the City has a legitimate and compelling interest in preventing undue annoyance of its residents; and
- WHEREAS, the City Council finds that the City has a legitimate and compelling interest in protecting its residents from crime; and
- WHEREAS, the City Council finds door-to-door activities pose an inherent risk of crime; and
- WHEREAS, the City Council finds that curfew regulations limiting the hours and days when a person may solicit, peddle, or distribute on private property are necessary to prevent undue annoyance of its residents and to protect the sanctity of citizens' homes; and
- WHEREAS, the City Council finds that curfew regulations limiting the hours and days when a person may solicit, peddle, or distribute on private property are necessary to prevent crime to property and persons and to protect the health and safety of persons engaged in solicitation or distribution; and
- WHEREAS, the City Council finds the regulations of this ordinance do not prevent door-to-door activity and that ample alternative channels of communication exist beyond the curfew requirements, including solicitation via telephone and other electronic communication, public solicitation outside of the privacy of citizens' doorsteps, and solicitation via direct mail, television, radio, and internet; and
- WHEREAS, the City Council finds that an unanticipated visit by a stranger on citizens' doorsteps is capable of causing fear or suspicion or anxiety resulting in a call for service; and
- WHEREAS, the City Council finds the regulations provided in this ordinance are an integral component of the City's safety plan and that crime prevention efforts would be less effective without the provisions of this ordinance; and

WHEREAS, the City Council finds that regulations requiring persons who engage in door-to-door contact with its citizens to obtain a permit are necessary to prevent crime to property and persons; and

WHEREAS, the City Council is authorized to adopt ordinances to protect the health, safety, and welfare of its citizens; and

WHEREAS, the City Council has determined that it is a necessity to regulate activities as provided for herein to safeguard the public; and

WHEREAS, the City Council is authorized by law to adopt the provisions contained herein, and has complied with all the prerequisites necessary for the passage of this Ordinance; and

WHEREAS, all statutory and constitutional requirements for the passage of this ordinance have been adhered to, including but not limited to the Open Meetings Act; and

WHEREAS, the purposes of this Ordinance include protecting and promoting the public health, safety, and general welfare of the citizens of the City of Justin.

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

SECTION 1: That the above and foregoing are hereby found to be true and are incorporated as if set forth herein.

SECTION 2: That Sections 12-19 through 12-30 of Chapter 12 of the Justin Code of Ordinances are hereby repealed in their entirety and replaced to read as set forth herein:

Sec. 12-19 SOLICITATION GENERALLY

The purpose of this ordinance is to secure the general health, safety, and welfare for the residents of the City of Justin by:

Prohibiting door-to-door solicitation at residences during the times when such activity is most intrusive and disruptive to citizens' privacy;

Regulating the locations in which solicitation activity may occur to promote safety and minimize congestion;

Regulating the manner in which any solicitation activity may occur to promote good order, and protect citizens from aggressive and intimidating practices; and

Requiring solicitors to obtain permits from the City to aid in crime detection and deter deceptive practices and fraud.

Sec. 12-20 DEFINITIONS

A. The following words and phrases, when used in this ordinance, shall have the meanings ascribed to them by this section:

1. Aggressive manner means:

- (a) Making any physical contact with or touching another person in the course of the solicitation without consent;
- (b) Touching, tapping, or hitting any part of a motor vehicle occupied by a person being solicited without express consent of the occupant;
- (c) Blocking the safe or free passage of the person being solicited or requiring the person to take evasive action to avoid physical contact with the person making the solicitation;
- (d) Using obscene or abusive language or gestures towards the person being solicited;
- (e) Approaching the person being solicited in a manner that is: likely to cause a reasonable person to fear imminent bodily harm or the commission of a criminal act upon the person or upon property in the person's possession; or reasonably likely to intimidate the person being solicited into complying with the solicitation;
- (f) Following the person in a manner that is: likely to cause a reasonable person to fear imminent bodily harm or the commission of a criminal act upon the person or property in the person's possession; or reasonably likely to intimidate the person being solicited into complying with the solicitation;
- (g) Continuing to solicit a person after the person has made a negative response.

2. *Automated teller machine means a device, linked to a bank account or bank records, which is able to carry out banking transactions.*
3. *Automated teller facility means the area comprised of one (1) or more automated teller machines, and any adjacent space made available to banking customers.*
4. *Bank includes a bank, savings bank, savings and loan association, credit union, trust company, or similar financial institution.*
5. Charitable purpose shall mean philanthropic, religious, or other nonprofit objectives, including the benefit of poor, needy, sick, refugee, or handicapped persons; the benefit of any church or religious society, sect, group, or order; the benefit of a patriotic or veterans' association or organization; the benefit of any fraternal, social, or civic organization, or the benefit of any educational institution. "Charitable purpose" shall not be construed to include any direct benefit to the individual making the home solicitation, to include the benefit of any political group, or political organization, which is subject to financial disclosure under state or federal law.
6. Check cashing business means an entity in the business of cashing checks, drafts, or money orders for consideration.

7. Commercial home solicitation or soliciting means the solicitation at a residence through the attempt or act of asking, bartering, or communicating in any manner for the purpose of selling or offering to sell goods, services, or realty for a for-profit purpose, which includes promoting, advertising, receiving or obtaining money, gifts or items of value for said individual or group of individuals, or for-profit organization, club, company, corporation.
8. Commercial home distribution or distribute means the door-to-door distribution of advertisements or handbills (other than through the United States mail).
9. Dusk means sunset.
10. Handbill means and includes any printed or written matter, any sample or device, circular, leaflet, pamphlet, paper, booklet, or any other printed or otherwise reproduced original, or copies of any matter or literature.
11. Handbill distributor means and includes any person engaging or engaged in the business for hire or gain of distributing handbills, other than newspapers distributed to subscribers thereof, and any person receiving compensation directly or indirectly for the distribution of such handbills.
12. Handbill sponsor means and includes any person, firm, or corporation who utilizes handbills as a medium of advertising or spreading a message.
13. Itinerant operations shall mean and refer to the conduct of business operations at one or more locations or properties throughout the day, provided that the mobile vendor does not remain or linger at any particular property or location for longer than thirty (30) minutes.
14. Itinerant vendor shall mean any person who sets up and operates a temporary business on privately owned property, whether improved or unimproved, in the City, soliciting, selling, or taking orders for, or offering to sell or take orders for any goods or services.
15. Mobile frozen dairy food vendors shall mean any person who operates a vehicle on the streets of the City for the purposes of soliciting sales of frozen dairy food, either made or produced at the time of the sale, or prepackaged and wrapped in a covering.

16. Mobile ice cream truck is a mobile food unit that operates from a motor vehicle and sells only prepackaged, single-portion, ice cream or frozen confections.
17. Panhandle means to solicit by the spoken, written, or printed word, or by other means of communication an immediate donation or transfer of money or another thing of value from another person, regardless of the solicitor's purpose or intended use of the money or other thing of value, and regardless of whether consideration is offered.
18. Peddle shall mean traveling by foot, wagon, vehicle, or any other type of conveyance from street to street carrying, conveying, or transporting goods, wares, or merchandise and offering or exposing them for sale, or making sales and delivering articles to purchasers; or without traveling from place to place, exhibits, displays, sells, or offers for sale, such products from a wagon, handcart, pushcart, motor vehicle, conveyance, or from their person, while on the public right-of-way of the City of Justin.
19. Peddler shall mean any person traveling by foot, wagon, vehicle, or any other type of conveyance from street to street carrying, conveying, or transporting goods, wares, or merchandise and offering or exposing them for sale, or making sales and delivering articles to purchasers; or who, without traveling from place to place, exhibits, displays, sells, or offers for sale, such products from a wagon, handcart, pushcart, motor vehicle, conveyance, or from his person, while on the public right-of-way of the City of Justin. A peddler also includes any street vendor, itinerant vendor, or transient vendor.
20. Public area means an area to which the public has access and includes, but not limited to, a sidewalk, street, highway, park, parking lot, alleyway, pedestrian way or the common areas of a school, hospital, apartment house, office building, transportation facility or shop.
21. Public right-of-way for the purposes of this ordinance shall mean a legally established area or strip of land, either public or private, on which an irrevocable right of passage has been recorded, and which is occupied, or intended to be occupied, by a street, utility service, water main, sanitary or storm sewer main, or other similar use. Right-of-way also includes the travel portion of the roadway and all traffic medians.

22. Residential street means a thoroughfare or public driveway, other than an alley, not on the City's Master Thoroughfare Plan, which has been dedicated or deeded to the public for general use and affords a principal means of vehicular or other access to property abutting thereon.
23. Solicitation or soliciting means the solicitation at a residence through the attempt or act of asking, bartering, or communicating in any manner for the purpose of selling or offering to sell goods, services, or realty for any purpose, which includes promoting, advertising, receiving or obtaining money, gifts or items of value for said individual or group of individuals, or organization, club, company, corporation.
24. Temporary business means one that continues for forty-five (45) days or less; and, exists whether solicitation is from a stand, vehicle, or freestanding. Any business that exists more than forty-five (45) days shall be deemed to be a permanent occupancy and is required to obtain a certificate of occupancy from the Community Development Department.
25. Transient vendor shall mean vendors who sell items for a limited time and have no permanent place of business at that location. Examples of places where transient vendor sales may take place are at fairs, bazaars, flea markets, art or craft shows, or concerts.

Sec. 12-21 COMMERCIAL HOME SOLICITATION AND COMMERCIAL HOME DISTRIBUTION

- A. COMMERCIAL HOME SOLICITATION AND COMMERCIAL HOME DISTRIBUTION ON PRIVATE PROPERTY

1. It shall be unlawful for any person to conduct commercial home solicitation or commercial home distribution upon residential property within the City without first obtaining a written permit as prescribed by this ordinance.
2. It shall be unlawful to approach any part of a residence other than the front door.
3. It shall be unlawful for any person(s), handbill distributors, or commercial home solicitors to distribute or cause to be distributed, deposited, placed, thrown, scattered, or cast, any handbill upon any residential property except:
 - a. By handing or transmitting such handbill directly to the owner or occupant then present in or upon such private premises; or
 - b. By placing or depositing the same in a manner to secure and prevent such handbill from being blown or drifting about such premises, except that mailboxes may not be used when prohibited by federal postal laws or regulations.
4. It shall be unlawful for any person to distribute or cause to be distributed, deposited, placed, thrown, scattered, or cast any handbill upon any residential property or to go upon any residential premises for the purpose of commercial home solicitation; or commercial home distribution; and ring the doorbell, knock upon the door or create any sound for the purpose of attracting the attention of the occupants of the residence if:
 - a. Requested by anyone thereon not to do so; or
 - b. If there is placed on such premises in a conspicuous place upon or near the main entrance to the residence, a weatherproof sign, not less than three (3) inches by four (4) inches in size bearing the words "no trespassing," "no peddlers," "no advertisements," "no solicitation," "no handbills," or any similar notice indicating in any manner that the occupants of such premises do not desire to have any such handbills left upon their premises. The letters on such signs shall be not less than two-thirds (2/3) of an inch in height.
5. It shall be unlawful for any person to employ, use, or otherwise put into service, a child who is fifteen (15) years of age or less to engage in a commercial home solicitation or commercial home distribution, unless the child is soliciting or distributing within 1,000 feet of the child's home, or the child is actively supervised by an adult at least eighteen (18) years of age who is within one hundred (100) feet of the child, or who

has written consent from a parent or legal guardian for a charitable purpose.

6. No person shall leave any unsolicited pamphlet, unsolicited brochure, unsolicited flyer, unsolicited package, or unsolicited printed advertisement at a residence at a place further than five (5) feet from the front door of the residence.
7. It shall be unlawful for any person to solicit, peddle, or distribute on a residential property that is listed on the "do-not-solicit list" as defined by this chapter.

B. DISPLAY OF IDENTIFICATION

1. The person(s) in charge of conducting commercial home solicitation or commercial home distribution shall ensure that all commercial home solicitors, or commercial home distributors involved, possess on their person photo identification, such as a valid driver license, or other valid governmental identification that correctly identifies whom the solicitor/distributor is and for whom the solicitor/distributor is working.
2. It shall be unlawful for any commercial home solicitor(s) or commercial home distributor(s) to fail or refuse to show or display such identification upon the request of any person.
3. It shall be unlawful for any commercial home solicitors or commercial home distributors to engage in commercial home solicitation or commercial home distribution without having a copy of the permit in their possession, except that where the person who will be peddling or soliciting is fifteen (15) years of age or less.
 - a. Such person shall be supervised by a person who is over the age of eighteen (18) years of age and who shall obtain a license on behalf of the person to be supervised.
4. The permit holder must ensure that the permit is properly displayed while conducting peddling, commercial home solicitation, or commercial home distribution activities.
 - a. Properly displayed shall mean attached or hung so that the permit is clearly visible to the public and law enforcement officials.
5. It shall be unlawful for any person to conduct themselves as a commercial home distributor without wearing an orange traffic safety vest.

C. SOLICITATION IN SELECTED PUBLIC RIGHT-OF-WAY

1. It shall be unlawful for any person to solicit or to distribute handbills on, in, upon, or around any public right-of-way, with or without a permit.
2. Employees of the City of Justin are hereby exempt from the provisions of subsection 1 above, provided approval is first obtained from the city manager or their designee.

D. SOLICITATION FOR PURPOSES NOT SET OUT IN THE APPLICATION

1. It shall be unlawful for any commercial home solicitor to solicit for a purpose other than that set out in the application upon which the permit was issued.

Sec. 12-22 SOLICITATION PROHIBITED – HOURS AND CONDUCT

- A. It shall be unlawful to solicit, peddle, or distribute on residential property prior to 9:00 a.m. or after dusk of any day Monday through Saturday, or any time on Sunday or any other federally designated holiday. This section shall not apply to a visit to the premises as a result of a request or invitation made by the occupant, invitation of the owner of the property, or a person residing on the premises.
- B. It shall be unlawful to solicit, peddle, or distribute on residential property on any day where the Department of Homeland Security has issued a formal alert regarding a specific or credible terrorist threat resulting in an imminent or elevated threat level, the chief of police may suspend any commercial home solicitation or commercial home distribution activities until such time that the threat level is rescinded. This section shall not apply to a visit to the premises as a result of a request or invitation made by the occupant, invitation of the owner of the property or a person residing on the premises.
- C. A person commits an offense if the person panhandles or solicits:
 - (1) In an aggressive manner in a public area; or
 - (2) Within fifty (50) feet of the following areas where the public is considered vulnerable including:

- i. An automated teller machine;
 - ii. An automated teller facility;
 - iii. An entrance of a bank;
 - iv. An entrance of a check cashing business;
 - v. A parking meter or parking pay station on a street;
 - vi. An entrance of a restaurant or service area of an outdoor eating establishment;
 - vii. An entrance of a governmental or commercial building;
 - viii. In a bus, bus station, bus stop, or a facility operated by a transportation authority for passengers; or
 - ix. A public parking garage or parking lot pay station.
- (3) Any place which would interfere with the safe and orderly movement of traffic.
- (4) A culpable mental state is not required, and need not be proven, for an offense under this Section.
- (5) For the purpose of (b)(3) of this Section, the judgment of a police officer exercised in good faith, shall be deemed conclusive as to whether the panhandling or solicitation is interfering with the safe and orderly movement of traffic.
- (6) For the purposes of (b) of this Section, measurement shall be made in a straight line, without regard to intervening structures or objects, from the nearest point at which the unlawful act is conducted to the nearest point of the items listed therein.
- (7) It shall be a defense to prosecution that the person is on private property with the permission of the property owner or manager.

Sec. 12-23 DO-NOT-SOLICIT LIST

- A. The city manager, or their designee, shall develop and maintain a list of residences where commercial home solicitation is prohibited and such list shall be referred to as the "do-not-solicit list."
- B. Any property owner or occupant may elect to add or remove his or her residence to or from the do-not-solicit list through the procedures developed

by the city manager. The property owner or occupant making such a request will be required to affirm that he or she is an owner or occupant of the residence, and is making the request on their behalf and on behalf of any other occupant at that address.

- C. The city manager shall make the do-not-solicit list available on the City's website and to any person upon request.
- D. The chief of police shall provide a copy of the do-not-solicit list to each person issued a permit under this ordinance.

Sec. 12-24 **ITINERANT VENDORS**

A. **REQUIREMENTS**

- 1. It shall be unlawful to operate a mobile ice cream truck, or any other itinerant street vendor vehicle in the City, and no person who owns or controls a mobile ice cream truck or itinerant street vendor vehicle shall permit it to be so operated at any time, unless the driver of said vehicle shall have first obtained, and shall then have in force, an itinerant street vendor permit, issued under the provisions of this ordinance.
- 2. All permits shall be for specific time periods, dates, and locations.
- 3. Mobile frozen dairy food vendors, mobile ice cream trucks, or other itinerant vendor vehicles are permitted to vend in an area for a short period of time and move to multiple other locations, providing they do not remain at a location for more than thirty (30) minutes, without specific approval, as contained in the permit.
- 4. Sound equipment must be limited to music or human speech and can only be used between 11:00 a.m. and dusk each day.
- 5. Sound may not be broadcast within one hundred (100) yards of schools, hospitals, churches, courthouses, funeral homes, or cemeteries and shall meet all noise nuisance provisions contained in the Justin Code of Ordinances. Music must be played at a reasonably low volume while the unit is stopped for vending. If the unit is stopped for vending for more than ten (10) minutes, then music shall be turned off.
- 6. A sign or decal that is visible at all times with the business address and telephone number of the business permit holder printed on the side of the vehicle in letters of not less than two (2) inches in height.
- 7. Vehicles must be in good condition and have a current safety inspection sticker from the Texas Department of Motor Vehicles.
- 8. All itinerant vendors shall comply with all provisions of the Justin Code of Ordinances and Justin Land Development Code. Any itinerant vendor seeking to locate at a stationary point for more than

thirty (30) minutes must also obtain a temporary use permit from the Community Development Department.

B. SAFETY EQUIPMENT FOR MOBILE ICE CREAM TRUCKS OR OTHER VEHICLES VENDING FOOD PRODUCTS TO CHILDREN

1. Signs stating "WATCH FOR CHILDREN" or "SLOW CHILDREN CROSSING" must be posted on the front, back, and both sides of the vehicle in at least four (4) inch letters of contrasting colors in distinctive lettering, which is visible at three hundred (300) feet to the front and rear in normal sunlight, upon a straight, level roadway, or highway. Swing arms stating "Stop for Children" may be used as an option on the side of the vehicle in lieu of the signage with four (4) inch lettering.
2. A serving window capable of being closed when not in use must be provided and located on the curbside only.
3. The vehicle must be provided with left and right outside rear view mirrors, as well as two (2) additional outside wide-angle mirrors on the front and back of the vehicle to enable the driver, in his normal seated position, to see around the entire vehicle and see the area in front of the vehicle obscured by the hood. Rear mirrors shall not be required if the vehicle is equipped with a no ride bumper.
4. All vehicles must have operable four-way, yellow, flashing hazard lights to warn approaching drivers of children.
5. A rear bumper cover or a no ride bumper must be installed to prevent children from standing or jumping on the rear of the vehicle.
6. A trash receptacle to dispose of all litter that is generated from products sold from the mobile ice cream truck, mobile frozen dairy food vendor, or other itinerant street vendor vehicle.

Sec. 12-25 APPLICATION FOR PERMIT

A. COMMERCIAL HOME SOLICITATION

1. A person or organization seeking a permit for the purpose of conducting home solicitation shall file an application with the Police Department. The application shall contain the following information:

- a. The full and legally recognized names and any associated aliases, logos, nicknames, and abbreviated names of the entity or person applying for a permit to solicit;
- b. Whether the person applying is an individual, partnership, corporation, or association, and:
 - i. The business or residence address and telephone number of the applicant;
 - ii. If a partnership, the names of all partners, the principal business address, and telephone number of each partner;
 - iii. If a corporation, the person applying shall state whether it is organized under the laws of this state, another state, or is a foreign corporation, and must show the mailing address, business location, telephone number, name of the individual in charge of such corporation, and, if a foreign corporation, the place of incorporation;
 - iv. If an association, the application shall show the association's principal business address and telephone number, if any, and shall show names and principal business or residence addresses, and telephone numbers of all members of the association unless they exceed ten (10) in number, in which case the application shall so state and the person registering may alternatively list the name and principal business or residence addresses, and telephone numbers of the officers and directors, or trustees of the association;
 - v. If the association is a part of a multi-state organization or association, the mailing address and business location of its central office shall be given, in addition to the mailing address and business location of its local office.
- c. The names, mailing address, and telephone number of all individuals who will be in direct charge or control of the solicitation;
- d. The time period within which the solicitation is to be made, giving the date of the beginning of solicitation and its projected conclusion, and the specific location(s);
- e. A description of the methods and means by which the solicitation is to be accomplished;
- f. The type of merchandise to be sold or offered for sale or the nature of the services to be furnished;
- g. Whether such applicant, upon any such order so obtained, will demand, accept, or receive payment, or deposit of money in advance of final delivery;
- h. A permit will not be issued if there is an affirmative statement as to whether the applicant has ever been:

- i. Convicted of, or pleaded nolo contendere, to a misdemeanor involving fraud, theft, embezzlement, burglary, fraudulent conversion, or misappropriation of property within the preceding ten (10) years, or convicted of, or pleaded nolo contendere, to any felony;
 - ii. Found liable in a civil or administrative action in which the complaint, or petition alleged fraud, theft, embezzlement, fraudulent conversion, misappropriation of property, or the use of untrue or misleading representations in an attempt to sell or dispose of property, or to obtain money or a thing of value from another;
 - iii. Found liable under any law regarding the use of unfair, unlawful, or deceptive business practices; or
 - iv. Subject to an injunction or restrictive court order relating to business activity as the result of an action brought by a federal, state, or local public agency, including an action affecting a vocational license.
 - i. The names of any cities where the applicant has worked in the previous three hundred and sixty-five (365) days;
 - j. Two full-face photographs of each applicant, two (2) inches square;
 - k. A copy of a valid state tax sales certificate, if applicable;
 - l. An authorization to conduct a criminal background check on the applicant;
 - m. Any other information, which the City deems necessary for the administration of this ordinance.
2. The application must be signed by the applicant and accompanied by a non-refundable application fee of \$15.00 and a permit fee of \$50.00, if approved. Such application shall also show satisfactory written proof of the individual's authority to represent the company.
 3. Information provided by applicant will be subject to verification by the Police Department.
 4. Failure to provide a complete and thorough application or falsification of any part of the application shall be grounds for the denial or revocation of a permit.
 5. After review of the permit application and within ten (10) business days of the receipt of the application, the chief of police, or his designee, shall either issue a permit, as provided in this ordinance, or notify the person applying that the application does not comply with the requirements of this ordinance, specifying why the application is incomplete, or otherwise does not comply.
 6. If the applicant is fifteen (15) years of age or less, a copy of the parental consent form required by Section 51.0145 of the Texas Labor Code and the name, address, and telephone number of all

persons who will be responsible for supervising the activities of the applicant must be provided.

7. A permit granted under this article shall be valid only until the termination of the solicitation period specified in the permit or for one hundred eighty (180) days, whichever is less, but may be renewed once for one hundred eighty (180) days, if made within the initial one hundred eighty (180) day period of the original permit. Each application for renewal must verify permit information as correct, and provide copies of sales tax returns for the prior permit period.
 - a. A permit renewal application shall be \$25.00, if submitted within one hundred eighty (180) days of the original application.

B. COMMERCIAL HOME DISTRIBUTION

1. No person shall engage in a commercial home distribution without having a valid, current permit issued under the provisions of this ordinance by the chief of police. The application shall contain the following:
 - a. The name, date of birth and mailing address of the person(s) applying;
 - b. The name, mailing address and phone number of the handbill sponsor and company organizing the distribution of same;
 - c. The time period and locations within which commercial home distributions will be made, including the proposed beginning date, the projected date of conclusion, and an estimate of how often the applicant will distribute during the permit period;
 - d. A description of the methods and means by which the commercial home distributions will be accomplished;
 - e. A description of the goods or services to be sold or offered through the distribution;
 - f. If the applicant is fifteen (15) years of age or less, a copy of the parental consent form required by Section 51.0145 of the Texas Labor Code and the name, address, and telephone number of all persons who will be responsible for supervising the activities of the applicant must be provided;
 - g. A permit will not be issued if there is an affirmative statement as to whether the applicant has ever been:
 - i. Convicted of, or pleaded nolo contendere, to a misdemeanor involving fraud, theft, embezzlement, burglary, fraudulent conversion, or misappropriation of property within the preceding ten (10) years, or convicted of, or pleaded nolo contendere, to any felony;
 - ii. Found liable in a civil or administrative action in which the complaint or petition alleged fraud, theft, embezzlement,

fraudulent conversion, misappropriation of property, or the use of untrue or misleading representations in an attempt to sell or dispose of property, or to obtain money or a thing of value from another;

- iii. Found liable under any law regarding the use of unfair, unlawful, or deceptive business practices; or
 - iv. Subject to an injunction or restrictive court order relating to business activity as the result of an action brought by a federal, state, or local public agency, including an action affecting a vocational license.
- 2. It shall be unlawful for any person to file an application for a commercial home distribution permit that contains any false statement of fact.
 - 3. The names of any cities where the applicant has worked in the previous three hundred and sixty-five (365) days.
 - 4. The application for the permit must be signed by the applicant and accompanied by a non-refundable application fee of \$15.00 and a permit fee of \$50.00, if approved. Such application shall also show satisfactory written proof of the individual's authority to represent the company.
 - 5. It shall be unlawful for any person to engage in a commercial home distribution without carrying the permit required by this ordinance, on his or her person, while so engaged, or to display a permit issued in the name of another person.
 - 6. After review of the permit application and within ten (10) business days of the receipt of the application, the chief of police or his designee shall either issue a permit, as provided in this ordinance, or notify the person applying that the application does not comply with the requirements of this ordinance, specifying why the application is incomplete or otherwise does not comply.
 - 7. A permit granted under this article shall be valid only until the termination of the solicitation period specified in the permit or for one hundred eighty (180) days, whichever is less, but may be renewed once for one hundred eighty (180) days, if made within the initial one hundred eighty (180) day period of the original permit. Each application for renewal must verify permit information as correct and provide copies of sales tax returns for the prior permit period.
 - a. A permit renewal application shall be \$25.00, if submitted within one hundred eighty (180) days of the original application.

C. GROUP REGISTRATION (applies to Commercial Home Distribution permits only)

1. A person may apply for a group registration applicable to two (2) or more persons who desire to engage in commercial home distributions.
2. The registration application shall contain all of the information required herein for each person who will be engaging in commercial home distributions under the group registration.
3. The application must be signed by a person responsible for the group application and shall be accompanied by a non-refundable application fee of \$15.00 and an additional permit fee of \$15.00 for each person to be included under the group application.
4. Provided that, if the applicant registers ten (10) or more persons under a group application, the additional permit fee shall be \$10.00 per person. The applicant for group registration shall provide each person distributing under the applicant's registration an identification badge to be worn and displayed while the person is engaging in a commercial home distribution.

D. ITINERANT VENDORS

1. Every driver or person desiring a permit to conduct sales activity in the City as a mobile ice cream truck, mobile frozen dairy food vendor, or other itinerant street vendor shall make a written application therefore to the chief of police. The application shall be made on a form approved by the chief of police, accompanied by a non-refundable \$15.00 application fee and a \$50.00 permit fee if approved, and state the following:
 - a. Name, business address, and telephone number of applicant;
 - b. Name, address, and telephone number of the person, firm, or corporation the applicant is representing; the agent or service of process of a corporation, and/or name and address of any owner of a business not incorporated, and the assumed name of said business filed in the index in the county of its home office, for any business;
 - c. Attached to the application shall be a certified original copy of the sales tax permit issued by the comptroller of the state;
 - d. Statement of the kind, type, and character of solicitation and/or the goods that applicant will offer for sale, and state whether the purchaser of such wares or goods shall be required to make any deposit or advance payment of purchase price before delivery, and a complete and full statement of the delivery date;
 - e. The period of time the applicant requests to sell or solicit in the City;
 - f. Location or area of the City where sales activity will be conducted;
 - g. List of all convictions of all felonies and misdemeanors and violations of this article of applicant and representatives, stating

- the offense, city and state, the court of conviction, and the punishment imposed;
- h. Name and phone number of three (3) character witnesses for applicant who can be contacted within forty-eight (48) hours;
 - i. If sales are to be conducted from one (1) or more stationary locations, the applicant shall submit written consent of the property owner, or its authorized agent consenting to applicant's use of such private property for sales activity indicated in the permit application;
 - j. Names of each employee, agent, or representative for whom the applicant will sell, offer, exhibit, or solicit orders for the sale of goods, wares, or merchandise for, or on behalf of, the applicant;
 - k. The name of all cities in which the applicant has conducted sales activity in the last three hundred sixty-five (365) days.
- 2. No itinerant street vendor permit of any kind shall be granted unless:
 - a. The applicant is at least eighteen (18) years of age, has a valid state issued driver license;
 - b. The applicant has no active suspension on his or her driving privileges in any state;
 - c. No permit shall be issued if the applicant has been convicted of, or pleaded nolo contendere to, any felony.
 - 3. Before a permit is issued by the chief of police, or his designee, the applicant will be required to furnish a policy of liability insurance, in the amount of \$250,000 per incident. This policy must include a provision that the City will be notified within thirty (30) days if this policy of insurance is to be cancelled for any reason.
 - a. Cancellation of an insurance policy for a mobile ice cream truck, mobile frozen dairy food vendor, or other itinerant street vendor shall be an automatic revocation of the permit issued to that mobile ice cream truck, mobile frozen dairy food vendor, or other itinerant street vendor.
 - b. Cancellation of an insurance policy for any company that operates any mobile ice cream truck, mobile frozen dairy food vendor, or other itinerant street vendor shall be an automatic revocation of all City permits issued to all mobile ice cream trucks, mobile frozen dairy food vendors, or other itinerant street vendors operated by that company.
 - 4. Vehicles must be in good condition and have a current safety inspection sticker from the Texas Department of Motor Vehicles.
 - 5. Any itinerant vendor handling or selling non-prepackaged food must also possess a current Tarrant County Public Health Department Food Handler Card. Proof of an annual health department inspection shall be provided at the time of permit application. The inspection shall be performed by a registered sanitarian licensed in the State of Texas and employed with a county or city health department in the State of Texas.

6. When the application is approved, the mobile ice cream truck, mobile frozen dairy food vendor, or other itinerant street vendor's permit shall be issued in card form. The photograph of the driver shall be attached to the card.
 - a. Each driver will be given a mobile ice cream truck, mobile frozen dairy food vendor, or other itinerant street vendor permit number, which will be on such permit. This card shall be posted in a prominent place in the mobile ice cream truck, mobile frozen dairy food vendor, or other itinerant street vendor vehicle, and shall be shown to any customer, police officer, or code enforcement officer upon request.
 - b. A copy of the permit shall be posted in the mobile ice cream truck, mobile frozen dairy food vendor, or other itinerant street vendor vehicle at all times.
7. A permit granted under this article shall be valid for one year – from between January 1 and December 31, regardless of the date of application. Each application for renewal must verify permit information as correct, and provide copies of sales tax returns for the prior permit period.

Sec. 12-26 EXEMPTION FROM PERMIT FEES

- A. The permit fees shall not be required of charitable solicitations, ordinary commercial travelers who sell or exhibit for sale goods, wares, or merchandise to persons selling and dealing in the same within the City, or individuals who file a statement with the Police Department indicating their indigent status.

Sec. 12-27 INVESTIGATION OF THE APPLICANT

- A. In addition to all permit fees, each applicant for any type of permit in this ordinance shall pay a non-refundable fee of \$15.00 to cover the cost of conducting a criminal background check on the applicant(s).
- B. It shall be the duty of the chief of police, or his designee, to investigate each applicant for a permit under this ordinance, before issuance of such a permit based on a review of the applicant's background.

Sec. 12-28 ISSUANCE, DENIAL, REVOCATION

- A. The chief of police, or his designee, shall issue the applicant a commercial home solicitation, commercial home distribution, or itinerant vendor permit if the chief of police, or his designee determines that the application has been fully and accurately completed, the permit application fee has been

- paid, and that the applicant has satisfied each requirement of this ordinance. If not, the chief of police, or his designee, may deny the permit.
- B. A commercial home solicitation, commercial home distribution, or itinerant vendor permit may be revoked if the chief of police so determines that reasonable cause exists to believe that:
1. A statement of fact contained in the application was false or materially misleading;
 2. The permit holder has failed to comply with any of the provisions of this ordinance;
 3. Any of the conditions of this ordinance is, or has become applicable, to the permit holder; or
 4. The permit holder has engaged in a commercial home solicitation or commercial home distribution that involves the use of false, misleading, fraudulent, or deceptive acts.
- C. The chief of police, or his designee, shall provide notice of the revocation by certified mail, personal service, or courier-receipted commercial delivery sent to the address provided on the permit holder's application.
- D. The permit holder may appeal the denial or revocation of a permit to the chief of police by filing a written notice of appeal with the chief of police within ten (10) business days of delivery of notice of the denial or revocation. The chief of police shall render a decision on the appeal within five (5) business days of the date of the receipt of the appeal. The decision of the chief of police shall be final. A revocation shall remain in effect for a period of one (1) year, during which time the permit holder may not be issued another commercial home solicitation, commercial home distribution, or itinerant vendor permit.

Sec. 12-29 EXEMPTIONS TO PERMITTING REQUIREMENTS

- A. The following shall be exempt from the permitting requirements of this ordinance:
1. Religious organizations exclusively for the distribution of literature and other items for the purpose of proselytizing, provided that no fees are charged, and no donations are solicited;
 2. Anonymous political speech;
 3. Charitable purpose;
 4. The provisions of this ordinance shall not apply to sales made under authority and by order of law, nor to persons, or their authorized representatives, who have previously established with the owners or occupants of such private residences or property a regular business, trade, service, or other contractual relationship;
 5. Any operation, which is exempted by state or federal statute from this ordinance, is exempt only to the extent of such applicable exemption;
 6. Any person claiming to be legally exempt from the provisions of this ordinance, including the payment of the permit, or investigation fee,

shall make such a claim in writing to the chief of police, citing the applicable statute or authority, and providing proof of its applicability.

Sec. 12-30 MISCELLANEOUS

A. OCCASIONAL SALES OF NONFOOD ITEMS IN RESIDENTIAL ZONES

Occasional sales, whether classified as garage sales, yard sales, or any other display for sale of any other item not classified in this article in a noncommercial zoned district, such as personal items; trucks, automobiles, or tractors registered to a person residing on the premises; used household items or furniture; or any other item not grown, harvested, manufactured, processed, created, gathered, or otherwise produced on the premises, shall be permitted for not more than ten days per year, per premises. No signs shall be erected on property other than the location where the products are sold, or services are conducted.

B. SALES ON PUBLIC RIGHT-OF-WAY PROHIBITED

No person may display products for sale or conduct the sale of products anywhere within the public right-of-way.

C. TENTS AND TEMPORARY STRUCTURES

The erection of a tent or other temporary structure as a shelter for outdoor display and sales of food products shall meet the following requirements:

- (1) No tent or other temporary structure shall be erected within 20 feet of any property line, building, or other tent.
- (2) No tent or other temporary structure shall be erected in any fire lane, dedicated access road, right-of-way, or dedicated easement.
- (3) All tents and their appurtenances shall be securely roped, braced, and anchored to withstand the elements of weather against collapse.
- (4) All sections or parts of all tents shall be of flame-retardant material. This shall include all floor coverings, bunting, decorations, side wall coverings, and other effects.
- (5) Smoking shall not be permitted, and no smoking signs shall be posted at all entrance doors and where deemed necessary by the fire marshal.

- (6) No fireworks, open flame, nor any device emitting flame, or fire, or creating a glow, shall be permitted, or used.
- (7) Balloons or other similar devices that are filled with toxic, explosive, or flammable gases shall not be permitted in, or adjacent to, any tent or other temporary structure.
- (8) All exits shall be in accordance with, and comply with, the International Fire Code, as adopted by the City Council.
- (9) All exit signs shall be in accordance with, and comply with, the International Fire Code, as adopted by the City Council.
- (10) Exit illumination shall be in accordance with, and comply with, the International Fire Code, as adopted by the City Council.
- (11) All weeds, grass, vegetation, or other flammable materials shall be removed and not located within 30 feet of any tent, temporary structure, or their appurtenances.
- (12) Fire extinguishers shall be installed in accordance with, and comply with, the International Fire Code, as adopted by the City Council.

Sec. 12-31 OUTDOOR DISPLAY AND SALES OF HOMEGROWN PRODUCE IN RESIDENTIAL DISTRICTS

The display and sale to the general public of fruits, vegetables, and other homegrown produce from private residences in noncommercial zoned districts may be conducted during the normal growing and harvesting season under the following restrictions:

- (1) A temporary sign advertising the products sold may be erected on the premises, in accordance with the sign code.
- (2) Homegrown or home-produced food products may consist of, but are not limited to, peaches, pears, apples, nuts, berries, eggs, tomatoes, beans, peas, grapes, or products processed on the premises from food items such as jams, jellies, preserves, candies, pies, juices, or any other edible food product.
- (3) Where fruits, vegetables, and other food items are to be displayed and sold for more than nine months per year, a special use permit shall be required in every zoning district.

Sec. 12-32 PENALTIES

- A. Any person violating any provision of this ordinance or failing to observe any provisions of this ordinance shall have their permit revoked immediately and will not be entitled to reapply for a period of one (1) year from the date

of the revocation. In the event of such forfeiture of permit, no part of such permit fee as may have been so paid shall be refunded to such person, and;

- B. Any person, firm, or corporation violating any of the terms or provisions of this ordinance shall be guilty of a misdemeanor and upon conviction thereof shall be punished by a fine in a sum not to exceed \$500.00 for each offense, and a separate offense shall be deemed committed each day during or on which a violation occurs or continues.

1. In case of any willful violation of any of the terms and provisions of this ordinance, the City, in addition to imposing the penalties above provided, may institute any appropriate action or proceeding in any court having proper jurisdiction, to restrain, correct or abate such violations; and the definition of any violation of the terms of this ordinance as a misdemeanor, shall not preclude the City from invoking the civil remedies given it by the laws of the state, but same shall be cumulative and subject to prosecution as hereinabove prescribed for such violations.

SECTION 3: It is hereby declared to be the intention of the Justin City Council of the City of Justin, Texas, that sections, paragraphs, clauses and phrases of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance shall be declared legally invalid or unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such legal invalidity or unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs or sections of this Ordinance since the same would have been enacted by the Justin City Council of the City of Justin without the incorporation in this Ordinance of any such legally invalid or unconstitutional, phrase, sentence, paragraph or section.

SECTION 4: This Ordinance shall be cumulative of the Code of the City of Justin, Texas, as amended, except where the provisions of this Ordinance are in direct conflict with the provisions of such ordinances and such Code, in which event this Ordinance shall prevail and conflicting provisions of the Code are hereby repealed.

SECTION 5: Any person who violates or permits the violation of any provision of this section shall be guilty of an offense and shall be punished by a fine not to exceed the maximum allowed by this chapter or State law. Each day in which a violation of this chapter exists shall constitute a separate offense.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF JUSTIN, TEXAS,
on this the ____ day of _____, 2026.

APPROVED:

James Clark
Mayor

ATTEST

Amy Piukana
City Secretary

APPROVED AS TO FORM:

City Attorney



City Council Coversheet
March 26, 2026
415 N. COLLEGE AVE.

Agenda Item: 5. (CONSENT AGENDA)

Title: Consider adopting Ordinance 845-26, second reading, approving a School Zone Speed Limit at Justin Elementary and Timberbrook Parkway; and take appropriate action.

Department: Police

Contact: Brian Frieda, Police Chief

Recommendation:

Staff recommends the City Council approve Ordinance 845-26, as presented.

Background:

This particular issue had been presented in prior meetings in a workshop discussion. After having completed a traffic study, the following description explains the layout of the new school zone for Justin Elementary: from the intersection of Hwy. 407 and Timberbrook Parkway, to the intersection of West 7th Street and 7th Street Westward to the intersection of Berkshire Drive, Berkshire Drive South to Hwy. 407, lastly the entirety of Candlewyck Drive. The school zone will be "While Flashing" signage notifying the motoring public as to the hours of operation as it pertains to the school zone. There is an additional section of the School Zone located on State Hwy. 407 located to the East of Timberbrook Parkway running west to a location just West of Berkshire Drive that will also consist of flashing signals during drop off and pick up times.

City Attorney Review: Yes

Attachments:

1. Ordinance 845-26 School Zone

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF JUSTIN, TEXAS AMENDING THE CODE OF ORDINANCES OF THE CITY OF JUSTIN, **CHAPTER 46, TRAFFIC AND VEHICLES, ARTICLE IV, SCHOOL ZONES**; REPEALING CONFLICTING ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Justin, Texas (the “City”), is a is a general law municipality and is authorized to enact regulations as necessary to protect the health, safety and welfare of the public and, may enact ordinances relative to its citizens’ health, safety, and welfare that are not inconsistent with the Constitution and laws of the State; and

WHEREAS, Section 311.002 of the Texas Transportation Code provides that a general-law municipality has exclusive control over and under the public highways, streets, and alleys of the municipality; and

WHEREAS, the Texas Transportation Code, Section 542.202, Powers of Local Authorities, grants the City the authority to alter speed limits; and

WHEREAS, the City desires to implement those rules and regulations that protect health, life, and property and that preserve good government, order, and security of the City and its inhabitants; and

WHEREAS, the City has determined that it is a necessity to regulate activities as provided for herein to safeguard the public; and

WHEREAS, the City has determined that it is necessary to establish school zones in the area of the new elementary school; and

WHEREAS, the City is authorized by law to adopt the provisions contained herein, and has complied with all the prerequisites necessary for the passage of this ordinance; and

WHEREAS, all statutory and constitutional requirements for the passage of this ordinance have been adhered to, including but not limited to the Open Meetings Act; and

WHEREAS, the purpose of this ordinance is to promote the public health, safety, and general welfare of the citizens of the City of Justin;

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Justin, Texas:

SECTION 1. That, the statements contained in the preamble to this ordinance are hereby adopted as findings of fact and as a part of the operative provisions hereof.

SECTION 2. That, the Code of Ordinances of the City of Justin, **CHAPTER 46, TRAFFIC AND VEHICLES, ARTICLE IV, SCHOOL ZONES**, is amended to add new subsections as follows:

(a)

(8) On Timberbrook Parkway between FM 407 and 7th Street;

(9) On 7th Street between Timberbrook Parkway Berkshire Drive;

(10) Berkshire Drive between 7th Street and FM 407;

(11) Candlewyck Drive, in its entirety;

(12) State Highway 407, East of Timberbrook Parkway Westward, West of Berkshire Drive.

SECTION 3. That, should any sentence, paragraph, subdivision, clause, phrase or section of this ordinance be adjudged or be held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this ordinance as a whole, or any part or provision thereof other than the part thereof decided to be unconstitutional, illegal, or invalid, and the same shall not affect the validity of the Code of Ordinances of the City of Justin as a whole.

SECTION 4. That, this ordinance shall take effect immediately following its passage, approval, and publication as provided by law, and it is accordingly so ordained.

PASSED AND APPROVED by the City Council of the City of Justin, Texas, on this the _____ day of _____, 2026.

APPROVED AS TO FORM:

APPROVED:

Matthew C.G. Boyle
City Attorney

James Clark
Mayor

ATTEST:

Amy Piukana
City Secretary



City Council Coversheet
March 26, 2026
415 N. COLLEGE AVE.

Agenda Item: 6. (CONSENT AGENDA)

Title: Consider adopting Ordinance 850-26, second reading, approving a budget amendment reallocating existing funds for the purchase of an ambulance remount for the Justin Fire Department; and take appropriate action.

Department: Administration

Contact: Hailey Payne, Finance Director

Recommendation:

Staff recommends approval of the budget amendment to authorize funding within the Fire Department Capital Outlay budget to support the purchase of the fire apparatus remount for the Justin Fire Department.

Background:

The Justin Fire Department has identified the need to remount an existing ambulance module onto a new chassis to extend the useful life of the apparatus while maintaining reliable emergency response capabilities. A remount replaces the chassis and refurbishes the existing patient care module, providing a cost-effective alternative to purchasing a completely new ambulance. The remount will be manufactured by Frazer Ltd. and procured through Sterling McCall Ford using the Houston-Galveston Area Council Cooperative Purchasing Program cooperative purchasing contract.

The total project cost is \$346,050. Due to the production timeline and payment structure required by the vendor, a portion of the payment will occur in the current fiscal year, with the remaining balance paid upon completion and delivery in the following fiscal year.

This budget amendment will adjust the Fire Department Capital Outlay budget to authorize the initial expenditure associated with the remount order.

Financial Impact

Total Project Cost: \$346,050

The budget amendment will allocate funding within the Fire Department Capital Outlay accounts to support the purchase.

Funding will occur across two fiscal years:

- \$88,000- Current FY 2025-26: Initial payment associated with the purchase of the chassis.
- \$258,450- Next Fiscal Year 2026-27: Remaining balance due upon completion and delivery.

Future fiscal year payments will be incorporated into the City's capital planning and budgeting process.

City Attorney Review: No

Attachments:

1. Justin Fire Dept. HGAC Quote 5447
2. Ord 850-26 Budget Amendment- Fire Remount

HGACBuy		CONTRACT PRICING WORKSHEET For MOTOR VEHICLES Only		Contract No.:	AM10-23	Date Prepared:	2/26/2026
Due to global supply chain constraints, any delivery date contained herein is a good faith estimate as of the date of this order/contract. As needed, delivery updates will be provided as soon as possible.							
Buying Agency:	Justin Fire Department			Contractor:	Sterling McCall Ford		5447
Contact Person:	Hailey Payne			Prepared By:	Amanda Myers		
Phone:				Phone:	(281) 588-5007		
Fax:				Fax:	(281) 588-5150		
Email:	hpayne@cityofjustin.com			Email:	AMyers@sterlingmccallford.com		
Product Description	Type I - 14' Remount Ford F-550 Diesel 4x4 Reg Cab-108"CA w/ Aluminum wheels						
A. Product Item Base Unit Price Per Contractor's H-GAC Contract: AM10-23							\$138,000.00
B. Published Options - Itemize below - Attach additional sheet(s) if necessary. (Note: Published Options are "manufacturer standard options" which were submitted and priced in Contractor's proposal.)							
Description		Cost	Description		Cost		
LiquidSpring		\$18,550.00	Current Dometic Product Catalog List Price		\$9,200.00		
Onan		\$15,075.00	Shore Power Ignition Kill		\$475.00		
Graphics Package Standard		\$6,775.00	Flat bars on Rear Storage		\$400.00		
Paint One Color		\$7,975.00	4 Coats Hooks		\$400.00		
Install Evergreen UV-C air and surface disinfection lamp in ceiling		\$7,200.00	Ceramic Window Tint (5% VLT) on Side and Rear Entry Doors		\$850.00		
Current Technimount System Catalog List Price		\$2,525.00	Front Backboard w/ 2 shelves		\$250.00		
Current Stryker Catalog List Price		\$2,575.00	1 Large Aluminum Map Holder		\$400.00		
Heat Shielding		\$2,450.00	(2) 2 High Glove Box Holder		\$575.00		
4pt Captains Chair with child safety		\$3,225.00	Yellow Grab Rails		\$400.00		
Standard Compressor		\$1,050.00	2 High D Cylinder Holder		\$325.00		
Current Motorola Solutions Product Catalog List Price		\$1,500.00	12VDC		\$250.00		
22 Pocket Acrylic Holder		\$1,050.00	6pt Harness (each) (includes structure)		\$875.00		
Dual 10" & 12" Air Horns		\$1,750.00	Nerf Bars		\$5,000.00		
O2 Outlet at Squad Bench		\$550.00	New IV Hanger		\$325.00		
6pt Harness (each) (includes structure)		\$875.00	Onan compartment modification for genset		\$475.00		
6pt Harness (each) (includes structure)		\$875.00	Front I/O with Lexan		\$2,450.00		
O2 Outlet in Ceiling Raceway		\$1,650.00	Flip-Down Grille Guard with Wraparounds		\$1,425.00		
Valve Extenders		\$475.00	Large Acrylic Holder		\$575.00		
Armrest		\$400.00	Acrylic holder aft of CPR seat		\$600.00		
Body Drop on Passenger Side		\$475.00	Spectra SPA260 Side Scene		\$6,600.00		
Ceramic Window Tint on chassis		\$550.00	Current Whelen Automotive Distributor Catalog List Price		\$21,000.00		
2'x2' Conspicuity Square - Solid Color		\$550.00	Anti-Corrosion		\$2,450.00		
Chevron Pattern on Rear Entry Door Windows		\$325.00			Subtotal B:	\$133,725.00	
C. Customization Category Totals - Itemize below / Attach additional sheet(s) if necessary. (Note: Customization options are "manufacturer non-standard options" which were submitted and priced in Contractor's proposal.)							
Description		Cost	Description		Cost		
Chassis Exterior Customer Requested Unpublished Custom Options		\$20,250.00	Module Interior Customer Requested Unpublished Custom Options		\$16,350.00		
Module Exterior Customer Requested Unpublished Custom Options		\$18,700.00			Subtotal C:	\$55,300.00	
Check: Total cost of Customization Categories (C) cannot exceed 25% of the total of the Base Unit Price plus Published Options (A+B).			For this transaction the percentage is:			20.35%	
D. Total Cost Before Any Applicable Trade-In / Other Allowances / Discounts (A+B+C)							
Quantity Ordered:	1	X Subtotal of A + B + C:	\$327,025.00	=	Subtotal D:	\$327,025.00	
E. H-GAC Order Processing Charge (Amount Per Current Policy)						Subtotal E:	\$600.00
F. Trade-Ins / Special Discounts / Other Allowances / Freight / Installation / Miscellaneous Charges							
Description		Cost	Description		Cost		
Contingency		\$15,000.00					
Furnish/Install 5 Additional Lights in Mid-5 Location, Above Low-5		\$2,425.00					
Furnish/Install 10qt Alpicool NL9 Refrigerator		\$1,000.00					
					Subtotal F:	\$18,425.00	
Delivery Date:						G. Total Purchase Price (D+E+F):	
						\$346,050.00	

ORDINANCE NO. 850-26

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF JUSTIN, TEXAS, AMENDING THE FISCAL YEAR 2025-2026 BUDGET BY REALLOCATING EXISTING FUNDS FOR THE PURCHASE OF AN AMBULANCE REMOUNT FOR THE JUSTIN FIRE DEPARTMENT; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Justin operates and maintains emergency response services through the Justin Fire Department; and

WHEREAS, the Fire Department utilizes ambulance units to provide emergency medical services to residents and visitors of the City; and

WHEREAS, the remounting of an ambulance allows the City to reuse an existing ambulance box while replacing the chassis, providing a cost-effective alternative to purchasing a completely new ambulance unit; and

WHEREAS, the City Council finds it necessary and appropriate to reallocate existing funds within the Fiscal Year 2024-2025 budget to support the purchase of an ambulance remount to maintain reliable emergency medical response capability; and

WHEREAS, the City Council finds that reallocating existing budgeted funds for this purpose is in the best interest of the City and its residents.

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

SECTION 1. That Ordinance No. 812-25, the Fiscal Year 2025-2026 Budget Ordinance, is hereby amended to incorporate the changes set herein and are hereby authorized and approved.

SECTION 2. The City Council further finds the amended budget line items will not cause the total expenditures in the budget to exceed the total original budgeted amount.

SECTION 3. All portions of the existing FY 2025-2026 Budget, except as specifically herein amended, shall remain in full force and effect, and not be otherwise affected by the adoption of this ordinance.

SECTION 4. In the event any clause, phrase, provision, sentence, or part of this ordinance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair or invalidate this ordinance as a whole or any part of provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Justin, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

SECTION 5. That this Ordinance shall become effective from and after its adoption and is so ordained.

PASSED ON THE FIRST READING BY THE CITY COUNCIL ON THE 12th DAY OF MARCH, 2026.

APPROVED:

**JAMES CLARK,
MAYOR**

ATTEST:

**AMY PIUKANA,
CITY SECRETARY**

APPROVED AS TO FORM:

**MATTHEW BOYLE
CITY ATTORNEY**



City Council Coversheet
March 26, 2026
415 N. COLLEGE AVE.

Agenda Item: 7. (CONSENT AGENDA)

Title: Consider adopting Ordinance 851-26, second reading, approving a Dangerous Animal Ordinance; and take appropriate action.

Department: Police

Contact: Brian Frieda, Police Chief

Recommendation:

As of the writing of this document, staff's recommendation is for council to approve this ordinance for the second and final ordinance.

Background:

This item was brought to staff by Councilman Dennis, and has been loosely connected in discussions with our ongoing efforts related to animal services. Staff had been directed to look into this issue further and return before council with our findings and receive further instruction concerning this topic. In previous meetings, council was made aware of staff's findings along with recommendations for reviewing and providing an updated ordinance that would provide clearer directions for staff and the citizens alike that brings Justin's statute into more recent guidelines provided by the State of Texas. The ordinance developed by City Attorney Matthew Boyle and Chief Frieda was briefly discussed before council for any last-minute directions that may develop. Having not received any further directions from the council, our meeting on the 12th of March will serve as our first reading of the newly developed ordinance.

City Attorney Review: Yes

Attachments:

1. Ordinance 851-26 Dangerous Animal

ORDINANCE NO. 851-26

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY JUSTIN, TEXAS, AMENDING THE JUSTIN CODE OF ORDINANCES CHAPTER 8, ANIMALS, REPEALING SECTIONS 8-1 "DEFINITIONS", 8-5 "ANIMAL VACCINATIONS, REGISTRATIONS, FEES, AND TAGS", 8-9 "VISCIOUS ANIMALS", 8-23 "DANGEROUS DOGS DEFINED", AND 8-24 "INVESTIGATE INCIDENTS TO RULE ON DANGEROUS DOGS APPEALS", AND REPLACING THEM AS SET FORTH HEREIN; AMENDING SECTIONS 8-2 "ENFORCEMENT" AND 8-8 "ANIMAL NUISANCES" TO READ AS SET FORTH HEREIN; PROVIDING A REPEALING CLAUSE; PROVIDING A PENALTY; PROVIDING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City Council finds that the regulation of animals within the City of Justin, Texas (the "City") is necessary to protect the health, safety, and wellbeing of the citizens of Justin; and

WHEREAS, the City Council finds and determines that the adoption of this Ordinance is in the best interests of and necessary to protect the health, safety, and welfare of the public; and

WHEREAS, all statutory and constitutional requirements for the passage of this ordinance have been adhered to, including but not limited to the Open Meetings Act.

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

Section 1: That the above findings are hereby found to be true and correct and are incorporated herein in their entirety.

Section 2: That Chapter 8, Animals, of the Justin Code of Ordinances is hereby amended as follows:

A. Section 8-1 is amended in its entirety and replaced as follows:

Sec. 8-1 – Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Animal means any living creature, including, but not limited to, dogs, cats, cows, horses, birds, fish, mammals, reptiles, insects, fowl and livestock, but specifically excluding human beings.

Animal control officer means an individual having authority to enforce the provisions of this chapter, to receive reports of animal bites, investigate animal bites, ensure quarantine of possibly rabid animals and otherwise carry out provisions of the state law pertaining to control and eradication of rabies. This shall include peace officers.

At large means an owned animal not kept within an enclosure or fenced area or restrained by a leash of sufficient strength and length to control the actions of said animal.

Cat means any live or dead cat (*Felis catus*),

Dangerous dog means a dog that:

- (1) Makes an unprovoked attack on a person that causes bodily injury and occurs in a place other than an enclosure in which the dog was being kept and that was reasonably certain to prevent the dog from leaving the enclosure on its own; or
- (2) Commits unprovoked acts in a place other than an enclosure in which the dog was being kept and that was reasonably certain to prevent the dog from leaving the enclosure on its own and those acts cause a person to reasonably believe that the dog will attack and cause bodily injury to that person; or
- (3) Makes an unprovoked attack on a domestic animal that causes serious bodily injury or death and occurs in a place other than an enclosure in which the dog was being kept and that was reasonably certain to prevent the dog from leaving the enclosure on its own.

Dog means any live or dead dog (*Canis familiaris*),

Domestic animal means those animals which are naturally tame and gentle or which by long association with man have become thoroughly domesticated and are now reduced to such a state of subjection to his will that they no longer possess a disposition or inclination to escape. This term shall include, but not be limited to, cat(s) and dog(s).

Humanely euthanized means to cause the death of an animal by a method which:

- (1) Rapidly produces unconsciousness and death without visible evidence of pain or distress; or
- (2) Utilizes anesthesia produced by an agent which causes painless loss of consciousness and death following such loss of consciousness.

Livestock means horses, mules, cows, hogs, pigs, potbellied pigs, goats and sheep of any and all kinds and shall include both the male and female gender of such animals.

Nuisance means any thing or animal which is injurious to the health or morals, or indecent or offensive to the senses or an obstruction to the free use of property so as to interfere with the comfortable enjoyment of life or property is declared a nuisance and as such shall be abated.

Owner means any person, owning an animal and/or the person who has the care, custody, or control of such animal.

Person means any individual, firm, association, partnership or corporation.

Possession means actual care, custody, control or management of a certain animal.

Premises means a parcel of land (one or more continuous lots) owned, leased or controlled by one or more persons.

Representative of local animal control means and includes any peace officer or animal control officer of the city.

Running at large means not completely confined by a building, wall or fence of sufficient strength or construction to restrain the animal, except when such animal is on a leash of sufficient length and strength to control said animal that is held by the owner. An animal within an automobile or other vehicle shall not be deemed running at large.

Secure enclosure means a fenced area or structure that is:

- (1) Locked;
- (2) Capable of preventing the entry of the general public, including children;
- (3) Capable of preventing the escape or release of a dog;
- (4) Clearly marked as containing a dangerous dog; and
- (5) In conformance with the requirements for enclosures established by the local animal control authority.

Stray animal means any animal for which there is no identifiable owner or harborer.

Vaccination means properly injected by a licensed veterinarian with a rabies vaccine licensed for use in that species by the United States Department of Agriculture.

Veterinarian means a veterinarian licensed to practice veterinary medicine.

Vicious animal means any individual animal that has on two previous occasions without provocation attacked or bitten any person or other animal, or any individual animal which the local animal control officer or his representative has reason to believe has a dangerous disposition likely to be harmful to humans or other animals.

Wild animal means and includes all types of animals which commonly exist in a natural unconfined state and are usually not domesticated. This shall apply regardless of the state of duration of captivity.

B. Section 8-2, Enforcement, is hereby amended through the addition of new subsection (g) to read as follows:

(g) The animal control officer shall have the authority to impound any animal in violation of a provision of this chapter when its owner cannot be located or when said owner refuses to sign a citation, where there is no known owner, or where the officer determines that the circumstances require the impoundment of said animal to protect the health and safety of the public.

C. Section 8-5, Animal vaccinations, registrations, fees, and tags is hereby amended in its entirety and replaced as follows:

Sec. 8-5, Animal vaccinations, registrations, fees, and tags.

(a) *Required.* Every owner of a dog or cat four months of age or older shall have such animal vaccinated against rabies. The animal must receive a booster within the 12-month interval following the initial vaccination. Every dog and cat must be revaccinated against rabies as specified or recommended by the veterinarian on the rabies certificate as the next due, revaccinate, or expires on date with a rabies vaccine licensed by the United States Department of Agriculture. Nothing in this section prohibits a veterinarian and owner or custodian from selecting a more frequent rabies vaccination interval per state health and safety code. Any person moving into the city from a location outside of the city, and who has not had such an animal vaccinated within one year, shall comply with this chapter within ten days after having moved into the city. If the dog or cat has inflicted a bite on any person, or another animal, within the last ten days, the owner of the dog or cat shall report such fact to a veterinarian, and no rabies vaccine shall be administered until after a ten-day observation period.

(b) *Proof.* It shall be unlawful for any person who owns or harbors a vaccinated animal to fail or refuse to exhibit proof of vaccination upon demand to any person charged with the enforcement of this chapter.

(d) *Harboring unvaccinated animals.* It shall be unlawful for any person to harbor any dog, cat or any other animal which has not been vaccinated against rabies, as provided herein, or which cannot be identified as having a current vaccination.

(e) *Animals exposed to rabies.* Any person having knowledge of the existence of any animal known to have been or reasonably believed to have been exposed to rabies must immediately report such knowledge to the local animal control officer, giving any information which may be required. For any animal known to have been or reasonably believed to have been exposed to rabies, the following is required:

(1) Animals having current vaccination must be revaccinated immediately and confined according to the method prescribed by the local animal control officer for a period of not less than 90 days.

(2) Animals not having a current vaccination should be humanely euthanized. However, if the owner of such animals elects, he may, at his expense and in a manner prescribed by the local animal control officer, confine the animal. Such animal must be vaccinated immediately following exposure and quarantined for not less than six months. A revaccination shall be done one month prior to release from quarantine.

(3) Animals may be humanely euthanized.

(f) *Registration.* No owner shall have within the city any dog or cat four months of age or older unless such dog or cat is currently registered with the city. A current metal registration tag issued by the city must be affixed to a collar or harness that must be worn by the animal at all times. No dog or cat shall be registered until it has a current vaccination.

(g) *Fees.* Application for initial issuance or renewal of each registration must be made by the owner in writing or in person, and be accompanied by a fee as provided on the city fee schedule, unless the cat or dog being registered has been neutered or spayed and proof of such surgical sterilization can be shown, then the fee will be as provided on the city fee schedule. The registration fee for a dog determined to be a dangerous dog pursuant to section 8-23 or a guard or attack dog as defined at section 8-17 is as provided on the city fee schedule. If the original current registration tag is lost or destroyed, the owner may obtain a duplicate registration tag from the city by paying a fee as provided on the city fee schedule. Dogs and cats under the age of six months shall be registered at the sterilized fee.

(h) *Tags.* The metal tag issued upon the payment of the annual license shall be stamped thereon, the year for which it is issued. Such tag shall be securely attached to a collar or harness around the neck of the dog or cat to which it is issued.

D. Section 8-8, Animal nuisances, is hereby amended through the addition of new subsections (7) and (8), to read as follows:

(7) It shall be a public nuisance that a person harbors, keeps or maintains a dangerous dog within the city unless the person complies with the requirements of this article. It shall furthermore be a public nuisance for any person to harbor, keep or maintain a dog that has been declared dangerous pursuant to Tex. Health & Safety Code Ch. 822 or any local law or ordinance adopted in accordance with Tex. Health & Safety Code Ch. 822, into the city.

(8) It shall be a public nuisance that a person harbors, keeps or maintains an aggressive dog within the city unless the person complies with the requirements of this article.

E. Section 8-9, Vicious animals, is hereby amended in its entirety and replaced as follows:

Sec. 8-9, Vicious or aggressive animals.

(a) Any vicious or aggressive animal found running at large and endangering the safety of persons and property may be destroyed by the local animal control officer in the interest of public safety if such danger is imminent and a real or apparent necessity exists to destroy such vicious animal.

(b) Aggressive dog determination

- i. A person is the owner of an aggressive dog when:
 1. The owner knows that the dog has made an unprovoked attack on another domestic animal which causes bodily injury to the animal and which occurred in a place other than an enclosure in which the dog was kept;
 2. The owner knows that the dog has bitten one or more persons who are lawfully inside the dog's enclosure;
 3. The owner knows that the dog has repeatedly attempted, successfully or unsuccessfully, to escape from its enclosure in an attempt to attack a person or other domestic animal;
 4. The owner knows that the dog has committed unprovoked acts that would cause a person to reasonably believe the dog will attack and cause bodily injury to a person or domestic animal; or
 5. The owner is informed by a person authorized to carry out or enforce the provisions of this chapter, that they have determined the dog is a dangerous dog.
- ii. If a person reports a suspected or purported aggressive dog, the animal control officer. the animal control officer may accept sworn statements from any victim or witness to the incident. If the animal control officer determines that the dog is a dangerous dog, it shall notify the owner in writing of the determination. The animal

control officer may order any owner or person having care, custody or control of any vicious animal to take such animal permanently from the city

- iii. The owner of a dog which has been determined to be an aggressive dog, may appeal the determination to the Chief of Police, no later than fifteen (15) days after the date the notice of determination is mailed to the owner. To file an appeal, the owner must file notice of appeal with the Chief of Police, attach a copy of the determination from the animal control officer, and serve a copy of the notice upon the animal control officer. The determination of the Chief of Police shall be final and non-appealable.
- iv. The owner of an aggressive dog shall restrain the dog at all times, including during any appeal of an aggressive dog determination:
 - 1. On a leash in the direct physical control of a person of adequate ability to control the dog; or
 - 2. In an adequate enclosure.
- v. A person commits an offense if the person is the owner of an aggressive dog and the dog makes an unprovoked attack upon a person or domestic animal outside the dog's enclosure and causes bodily injury to the person or domestic animal. If a person is found guilty of an offense under this section, the court may order the owner of the aggressive dog to comply with additional requirements as it deems appropriate.

If the owner or person who has care, custody or control of a vicious animal fails to remove such animal, or comply with any order, as provided for in subsections (a) and (b) of this section, such animal may be impounded and humanely euthanized.

(d) If an animal is ordered to be removed from the City, the owner or person having care, custody or control of said animal must report the disposition and relocation of such animal to the local animal control officer in writing, within ten days after the expiration date for removal of such animal from the city.

(e) The local animal control officer shall be authorized to obtain a search and seizure warrant if there is probable cause to believe that an animal ordered removed from the city has not been so removed, or in any other violation in which the state code of criminal procedure authorizes the issuance of search warrants.

(f) A person commits an offense if the person is the owner of a vicious or aggressive dog and the dog makes an unprovoked attack on a person or domestic animal outside the animal's enclosure and causes bodily injury to the person or domestic animal

F. Section 8-23 is hereby amended in its entirety and replace as follows:

Sec. 8-23 Dangerous dogs defined.

As used in this chapter, dangerous dog means a dog that:

- (1) Makes an unprovoked attack on a person that causes bodily injury and occurs in a place other than an enclosure in which the dog is being kept and that is reasonably certain to prevent the dog from leaving the enclosure on its own; or
- (2) Commits unprovoked acts in a place other than an enclosure in which the dog is being kept and that is reasonably certain to prevent the dog from leaving the enclosure on its own and those acts cause a person to reasonably believe the dog will attack and cause bodily injury to a person; or
- (3) Makes an unprovoked attack on a domestic animal in a place other than an enclosure in which the dog is being kept and that is reasonably certain to prevent the dog from leaving the enclosure on its own.

G. Section 8-24, Investigate incidents; to rule on dangerous dogs; appeals, is hereby amended in its entirety and replaced as follows:

Sec. 8-24, Investigate incidents; to rule on dangerous dogs; appeals.

- (a) The animal control officer or designee, may investigate all reports of incidents relating to any attack by a dog. If, after receiving the sworn statements of any witnesses, the animal control officer or his designee determines that the dog is a dangerous dog, he shall notify the owner of that fact in writing.
- (b) An owner, not later than the 15th day after the date the owner is notified that his dog is a dangerous dog, may appeal the determination of the animal control officer or his designee to the municipal court. To file an appeal, the owner must file a notice of appeal with the municipal court, attach a copy of the determination to the appeal, and serve a copy of the appeal to the animal control officer or designee.
- (c) The owner may appeal the decision of the municipal court pursuant to Section 822.0424(c) of the Texas Health and Safety Code.

Section 3: All ordinances or any parts thereof which conflict with the terms of this ordinance shall be and are hereby deemed repealed and of no force and effect.

Section 4: Any person who violates or permits the violation of any provision of this section shall be guilty of an offense and shall be punished by a fine not to exceed the maximum allowed by this chapter or State law. Each day in which a violation of this chapter exists shall constitute a separate offense.

Section 5: If any section, subsection, sentence, clause, or phrase of this ordinance shall for any reason be held to be invalid, such decision shall not affect the validity of the remaining portions of this ordinance.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF JUSTIN, TEXAS,
on this the ____ day of _____, 2026.

APPROVED:

James Clark
Mayor

ATTEST

Amy Piukana
City Secretary

APPROVED AS TO FORM:

City Attorney



City Council Coversheet
March 26, 2026
415 N. COLLEGE AVE.

Agenda Item: 8. (CONSENT AGENDA)

Title: Consider adopting Ordinance No. 842-26 on first reading, repealing Chapter 10, Article XI, Sections 311 through 320 of the Code of Ordinances related to the Renters Certificate of Occupancy (RCO) program; and take appropriate action

Department: Administration

Contact: Matthew Cyr, Director of Planning and Development

Recommendation:

Staff recommends repealing the ordinance.

Background:

This item was placed on the agenda at the request of Councilman Castle.

Information below shows the last year spent on the RCO program.

In addition the City also did a cost analysis on carrying out this program.

This results in approximately five hours of staff time required to process each application.

During the most recent review period, the City processed a total of 105 RCO applications. Applying the time allocations and hourly costs listed above results in the following estimated total program cost:

Utility Billing: 105 hours totaling \$4,200

Public Works: 52.5 hours totaling \$2,100

Building Inspection: 262.5 hours totaling \$10,500

Miscellaneous staff coordination: 105 hours totaling \$4,200

The estimated total administrative cost to administer the RCO program for 105 applications is \$21,000. This equates to an estimated administrative cost of approximately \$200 per application.

This analysis provides a baseline estimate of the staff resources required to administer the program and may be used to evaluate program efficiency and potential fee adjustments to ensure cost recovery.

January 1st, 2025- December 31st, 2025

- 105 RCOs issued
- 104 passed, 1 failed
- 99% pass rate, 1% fail rate
- Revenue collected \$10,500
- 1 failed
 - 6 Daisy Lane/115 Meadowview, failed due to inspection, exterior not meeting IPMC requirements, no smoke detectors.

City Attorney Review: No

Attachments:

1. ARTICLE_XI.__RENTAL_CERTIFICATE_OF_OCCUPANCY
2. RCO Repeal Ordinance

ARTICLE XI. RENTAL CERTIFICATE OF OCCUPANCY¹

Sec. 10-311. Definitions.

Owner means the person claiming, or in whom is invested, the ownership, dominion, or title of real property.

Property manager means a person whom for compensation has control of the day-to-day operations of the rental unit or units or the person in a partnership or corporation, or any other legal entity who has managing control of the rental unit(s).

Rental unit means a single-family dwelling unit, duplex unit, triplex, quadruplex, mobile home, town house dwelling unit, or a portion thereof that is rented or offered for rent as a residence.

Tenant means any person who rents or leases a rental unit for living or dwelling purposes with the consent of the owner or property manager.

(Ord. No. 655-18, § 2, 9-24-2018)

Sec. 10-312. Rental certificate of occupancy—Required, penalty.

- (a) No person, as an owner or property manager, shall permit or allow a tenant to occupy a rental unit without first obtaining a valid, unexpired rental certificate of occupancy for such rental unit.
- (b) Any person found guilty of violating this section shall be fined a sum not to exceed \$2,000.00 for each offense.
- (c) Each day that a rental unit is occupied without certificate of occupancy shall constitute a separate offense under this section.
- (d) It is a defense to prosecution under this section that the owner or property manager complied with the procedures for the initial application for a certificate of occupancy pursuant to section 10-313.

(Ord. No. 655-18, § 2, 9-24-2018)

Sec. 10-313. Certificate of occupancy—Initial application.

- (a) Each owner or property manager of a rental unit must apply for and obtain a rental certificate of occupancy for each rental unit before October 1, 2019.
- (b) If a rental unit becomes vacant prior to October 1, 2019, the owner or property manager must obtain a rental certificate of occupancy before permitting a new tenant to move in.

(Ord. No. 655-18, § 2, 9-24-2018)

¹Editor's note(s)—Ord. No. 655-18, § 2, adopted Sept. 24, 2018, set out provisions intended for use as art. X, §§ 10-285—10-294. Inasmuch as there are already provisions so designated, and to preserve the style of this Code, these provisions have been included as art. XI, §§ 10-311—10-320 at the editor's discretion.

Sec. 10-314. Certificate of occupancy—Expiration.

A rental certificate of occupancy shall expire either upon vacancy of the rental unit or three years from the date the certificate of occupancy is issued, whichever occurs first.

(Ord. No. 655-18, § 2, 9-24-2018)

Sec. 10-315. Certificate of occupancy—Application.

The application for a rental certificate of occupancy shall be made upon a form provided by the city manager for such purpose, and shall include at least the following information:

- (1) Owners' name, address, work and home telephone number, driver's license number, or identification card number and state of issuance of the owner;
- (2) If the owner does not live in Denton County, Tarrant County, or Dallas County, then in addition to the information in (1) above, the same information shall be provided for a local contact that has the authority to represent the owner in all matters relating to maintenance of the rental unit or units;
- (3) If owner is a partnership, the name of all partners, the principal business address of the person in charge of the property, and telephone number of each partner;
- (4) If owner is a corporation, the person registering must state whether it is organized under the laws of this state or is a foreign corporation, and must show the mailing address, business location, telephone number, name of the main individual in charge of the property of such corporation, if any, and the names of all officers and directors or trustees of such corporation, and, if a foreign corporation, the place of incorporation and the agent for service;
- (5) Name, address, and telephone number of the property manager, if applicable;
- (6) Street address of the rental unit;
- (7) Total square feet of living area and number of bedrooms;
- (8) Name, driver's license number or identification number and state of issuance for each adult (18 years of age or older) tenant;
- (9) Number of persons occupying the rental unit;
- (10) Whether there has been a change of occupancy or an additional tenant of the rental unit since the date of last certificate of occupancy, if applicable; and
- (11) Signed by the owner or owner's agent, designated in writing.

(Ord. No. 655-18, § 2, 9-24-2018)

Sec. 10-316. Inspection.

- (a) After a complete application for a rental certificate of occupancy is submitted to the city, the city manager or his or her designee is authorized to inspect the rental unit and premises for compliance with chapter 10 of this Code.
- (b) If, upon inspection, a rental unit is found to be in compliance with the provisions of this article and other applicable provisions of this Code, the department of development shall issue a rental certificate of occupancy containing the following:
 - (1) The address of the rental unit;

-
- (2) The name and address of the property owner;
 - (3) A statement that the described portions of the structure have been inspected for compliance with requirement of this Code;
 - (4) The name of the official who conducted the inspection and issued the certificate;
 - (5) The edition of the Code on which the certificate was issued;
 - (6) The date the certificate of occupancy was issued; and
 - (7) A statement that the certificate is valid either for three years from the issuance date or when the structure becomes vacant, which is sooner.
- (c) If, upon inspection, the structure is found to be in violation of this article or other applicable provisions of this Code, the department of development shall deny the application for a rental certificate of occupancy.
 - (d) Tenants of a rental unit may request the department of development to conduct one inspection per calendar year.

(Ord. No. 655-18, § 2, 9-24-2018)

Sec. 10-317. Rental certificate of occupancy—Revocation.

- (a) When a rental unit is found to be in violation of this article or other applicable provisions of the Code, such violations must be remedied within 30 days from the date the owner is notified of the violations.
- (b) If the owner or property manager fails to remedy violations of this Code within 30 days from receiving notice, the department of development shall revoke a rental certificate of occupancy.

(Ord. No. 655-18, § 2, 9-24-2018)

Sec. 10-318. Appeal.

- (a) An owner, or a person legally authorized to represent the owner, may appeal an order, decision, or determination made by a designee of the department of development in the implementation and enforcement of this article.
- (b) The owner must submit the notice of appeal to the city secretary before the eleventh business day after receiving notice of the order, decision, or determination.
- (c) The notice of appeal must include a fee in an amount to be set by resolution by the city council from time to time.
- (d) The city secretary shall schedule the appeal within 30 calendar days of the filing of the notice of appeal.
- (e) Both the city official whose decision is being appealed and the party appealing the decision shall be notified of the date and time of such hearing at least 72 hours before such hearing. Such notice may be by mail, telephone or facsimile.
- (f) At the hearing, the city council may affirm the decision of the city official, reverse the decision of the city official, or continue the hearing for further proceedings and deliberation.
- (g) Upon a finding favorable to the owner, the appeal fee will be refunded.

(Ord. No. 655-18, § 2, 9-24-2018)

Sec. 10-319. Connection of service utilities.

- (a) No person shall make connections for water utilities to any rental unit that is required by this article to be inspected prior to occupancy until the rental unit is approved as Code compliant and issued a rental certificate of occupancy.
- (b) The city manager may, at their discretion, authorize a temporary connection of service utilities for tenants for no more than 30 days while the owner obtains a rental certificate of occupancy.

(Ord. No. 655-18, § 2, 9-24-2018)

Sec. 10-320. Fees.

The department of development is authorized to charge an application fee, inspection fee, and appeal fee, which is set via resolution of the city council.

(Ord. No. 655-18, § 2, 9-24-2018)

Secs. 10-321—10-344. Reserved.

ORDINANCE NO. 842-26

AN ORDINANCE OF THE CITY OF JUSTIN, TEXAS, REPEALING CHAPTER 10, ARTICLE XI, SECTIONS 311 THROUGH 320 OF THE CODE OF ORDINANCES RELATED TO THE RENTERS CERTIFICATE OF OCCUPANCY (RCO) PROGRAM; PROVIDING FOR REPEAL; PROVIDING FOR SEVERABILITY; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Justin previously adopted regulations requiring a Renters Certificate of Occupancy program codified in Chapter 10, Article XI, Sections 311 through 320 of the City's Code of Ordinances; and

WHEREAS, the City Council has reviewed the effectiveness, administrative requirements, and costs associated with the Renters Certificate of Occupancy program; and

WHEREAS, the City Council has determined that it is in the best interest of the City and its residents to repeal the Renters Certificate of Occupancy program; and

WHEREAS, the City Council finds that other existing regulations within the Code of Ordinances adequately address issues related to property maintenance, building safety, and nuisance conditions within the City.

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

SECTION 1. Repealer

Chapter 10, Article XI, Sections 311 through 320 of the Code of Ordinances of the City of Justin, Texas, relating to the Renters Certificate of Occupancy (RCO) program, are hereby repealed in their entirety.

SECTION 2. Savings

The repeal of the provisions described herein shall not affect any enforcement actions, violations, penalties, or legal proceedings that occurred prior to the effective date of this ordinance. Any such matters may continue to be prosecuted or enforced as if the repealed provisions remained in effect.

SECTION 3. Severability

If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be unconstitutional or invalid by a court of competent jurisdiction, such decision shall not affect the remaining portions of this ordinance. The City Council hereby declares that it would have adopted this ordinance and each section, subsection, clause, and phrase thereof irrespective of the fact that any one or more portions may be declared invalid.

SECTION 4. Effective Date

This ordinance shall take effect immediately upon its adoption and publication as required by law.

DULY PASSED by the City Council of the City of Justin, Texas, on the 12th day of March 2026.

On first reading, the 12th day of March 2026.

On the second and final reading, the 26th day of March 2026.

APPROVED:

James Clark, Mayor

ATTEST:

Amy Piukana, City Secretary

APPROVED AS TO FORM:

City Attorney



City Council Coversheet
March 26, 2026
415 N. COLLEGE AVE.

Agenda Item: 9. (CONSENT AGENDA)

Title: Consider adopting Ordinance 841-26, second and final reading, adopting a budget for Kemper Sports to conduct the J-Rec Sports program; and take appropriate action.

Department: Administration

Contact: Matthew Cyr, Director of Planning and Development

Recommendation:

Staff recommends consideration. If adopted Staff will implement into the mid-year budget amendment expected during the summer.

Background:

Staff conducted a review of the financial performance assumptions for the J-Rec program by comparing the financial projections included in the Community Park Executive Summary Report prepared by KemperSports with the City's proposed Year 1 operating budget for the program.

The KemperSports feasibility report includes a five-year financial pro forma that estimates the financial performance of Community Park under a fee-for-service operating model. As part of that analysis, the Year 1 projection anticipated a negative EBITDA during the first year of operations as the program is established and participation grows. The pro forma projected a Year 1 EBITDA deficit of approximately \$254,184.

Staff reviewed the proposed operating budget for the J-Rec program using the most recent Community Park financial summary model. Based on the current revenue assumptions for program registrations and other operating revenues, along with projected operating expenses, the Year 1 EBITDA for the program is estimated at approximately (\$199,451).

When compared to the pro forma assumptions contained in the KemperSports report, the proposed operating budget performs better than originally projected. The projected Year 1 operating deficit is approximately \$54,700 lower than the pro forma estimate, indicating that the program is expected to operate more efficiently than initially anticipated during its first year.

In summary:

Pro Forma Year 1 EBITDA Projection (KemperSports): (\$254,184)

Proposed Budget Year 1 EBITDA: (\$199,451)

Variance from Pro Forma: Approximately \$54,700 improvement

This analysis demonstrates that the Year 1 financial performance of the J-Rec program is projected to come in under the expected deficit outlined in the feasibility study while still meeting the City's objective of expanding recreational programming and activating Community Park.

City Attorney Review: No

Attachments:

1. Community Park Executive Summary Report- Approved
2. JREC Budget Adoption Ordinance
3. JRec_FY2025_2026_



JUSTIN
1887

COMMUNITY PARK THIRD-PARTY OPERATING MODEL EXECUTIVE SUMMARY

PREPARED FOR: THE CITY OF JUSTIN, TEXAS



KEMPERSPORTSVENUES

PREPARED BY KEMPERSPORTS VENUES // JUNE 19, 2025



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INTRODUCTION



INTRODUCTION

KemperSports was engaged by the City of Justin, Texas ("City"), to conduct a comprehensive feasibility assessment of the current operations at Community Park ("Park"). This report aims to evaluate the park's existing management structure, operational efficiency, and potential opportunities for optimization through alternative third party management models.

Community Park is a municipally owned outdoor sports complex that serves as a key recreational asset for the Justin community. The facility features outdoor children's play structures, 9-hole disc golf course, walking trails, four natural grass baseball/softball fields and two small-sided multi-purpose fields designed to accommodate a variety of field sports, including soccer, flag football, and lacrosse. A small concessions building is also located on-site to support programming and event activity.

Currently, the City of Justin maintains ownership of the park and leases the fields to the Justin Youth Sports Association (JYSA), which oversees the scheduling and general use of the facility. Under this agreement, JYSA provides the city with an annual lease payment in exchange for operational rights. While JYSA manages field use, the city retains responsibility for day-to-day maintenance, field upkeep, and capital replacement of major infrastructure and amenities.

COMMUNITY PARK GOALS

KemperSports collaborated with the City of Justin to understand the long-term goals for the park and the desired outcomes for future operations. These goals include:

- ▶ **Serve as a Premier Community Recreation Hub:** Transform the park into a central destination for residents of all ages by offering a diverse range of recreational programs.
- ▶ **Enhance Field and Facility Quality:** Ensure that all athletic fields and facilities meet high standards for playability, safety, and usability, creating an inviting and functional space for both organized sports and casual community use.
- ▶ **Increase Accessibility and Inclusivity:** Provide equitable access to recreational programming and park amenities for all community members.
- ▶ **Ensure Long-Term Financial Sustainability:** Implement a financially responsible operational model that enables reinvestment into the park's infrastructure, programs, and amenities, while maximizing the city's cost recovery.

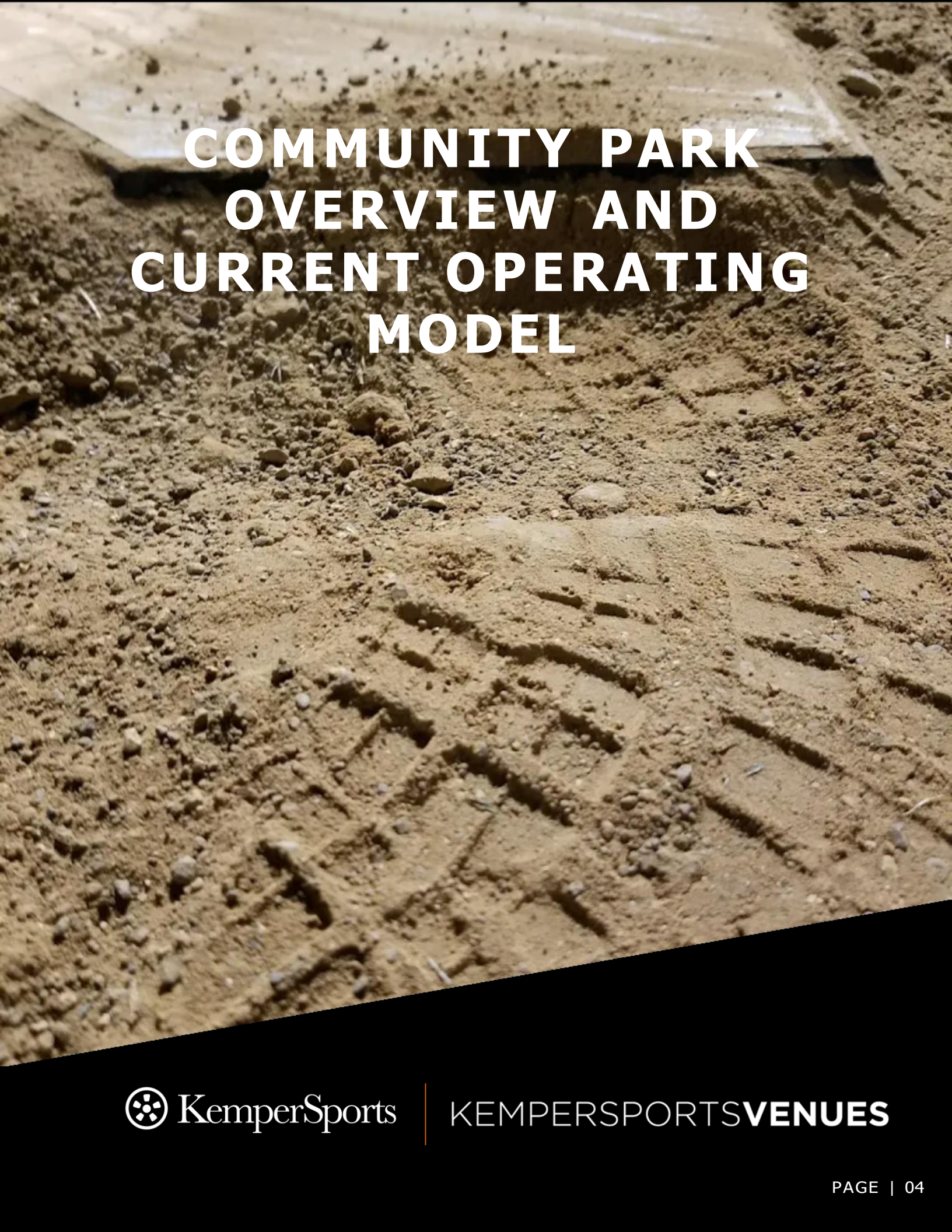
- **Plan for Future Growth:** Strategically invest in park infrastructure and amenities to accommodate population growth and evolving recreational trends, ensuring that Community Park continues to meet the long-term needs of Justin’s residents.

As the city continues to grow and the community’s recreational needs evolve, the city is interested in exploring alternative operating models that could better align with the defined long-term goals. Specifically, the city is considering transitioning to an alternate third-party management structure. In an alternate model, the city would maintain ownership of Community Park while engaging an experienced management company to oversee daily operations, including program development, staffing, scheduling, maintenance, and overall customer experience.

This Executive Summary report will analyze the current operational framework, describe alternate third-party management operating model, assess the benefits and challenges of such an approach, and forecast the financial operations of Community Park should the city choose to transition to an alternate management model, offering insight into potential revenue generation, expense responsibilities, and long-term cost recovery under a new operational structure. and provide strategic recommendations to support the city’s decision-making process regarding the future of Community Park.

The Executive Summary report is organized into the following key areas to provide a comprehensive evaluation of the operations of Community Park.

- 01 | Community Park Overview and Current Operating Model**
Describes Community Park’s amenities and outlines the current lease-based operating model where JYSA manages programming while the city maintains responsibility for facility upkeep.
- 02 | Alternate Third-Party Management Models**
Introduces alternative operating structures, including a Fee-for-Service model, where a professional third-party operator manages daily operations in exchange for a city-paid management fee, while the city retains ownership, revenue, and strategic oversight.
- 03 | Financial Performance**
Analyzes the projected financial impact of transitioning to the Fee-for-Service Model, highlighting increased transparency and potential for improved long-term outcomes.
- 04 | Capital Expenditures**
Outlines the park’s short- and long-term capital improvement needs, with recommendations for phased implementation to ensure the park remains safe, functional, and aligned with community usage and expectations.
- 05 | Summary and Next Steps**
A summary of key findings and actionable recommendations, including the next steps for evaluating the city transitioning operations from the current structure.



COMMUNITY PARK OVERVIEW AND CURRENT OPERATING MODEL

COMMUNITY PARK OVERVIEW AND CURRENT OPERATING MODEL

COMMUNITY PARK OVERVIEW

Community Park is a prominent outdoor sports and recreation complex located in Justin, Texas. As a valued community asset, the park serves both residents and visitors by offering a wide range of athletic and recreational amenities. The park includes four natural grass baseball and softball fields and two small-sided multi-purpose fields designed to support various sports such as soccer, lacrosse, and flag football. Beyond athletic facilities, Community Park features several family-friendly amenities including a children's play structure, a 9-hole disc golf course, scenic walking trails, and a concessions building to support game-day and event operations.

The following image provides a site layout map for Community Park illustrating the key features of the park.



CURRENT OPERATING MODEL

Community Park is owned by the City of Justin and is currently operated under a lease agreement with the Justin Youth Sports Association (JYSA), a local youth sports organization. JYSA is responsible for managing the park's youth sports programming, primarily consisting of fall and spring baseball and softball leagues. On average, JYSA hosts approximately 379 games at Community Park across both of their seasons. In exchange for operational rights, JYSA pays the city an annual lease fee. Under this arrangement, the city retains responsibility for all aspects of daily maintenance, facility upkeep, and long-term capital reinvestment for infrastructure improvements.

This operating framework is best classified as a "License to Operate" Model, where a third-party organization is granted access to program and manage the park while the city remains the property owner and assumes maintenance responsibilities.

BENEFITS OF THE LICENSE TO OPERATE MANAGEMENT MODEL

The current License to Operate Model in place at Community Park offers several strategic and operational advantages for the City of Justin. These benefits support efficient service delivery, reduced administrative load, and park activation. Key benefits include:

► **Reduced Administrative Burden**

By outsourcing the core responsibilities of sports programming to JYSA, the city significantly reduces the need for internal staffing and administrative oversight.

JYSA is responsible for handling all aspects of program management including team registration, player placement, game and practice scheduling, staffing and training of coaches, and direct communication with parents and participants.

This delegation allows city staff to focus on higher-level responsibilities such as park planning and broader community services, rather than the day-to-day operations of youth leagues.

► **Guaranteed Revenue**

The lease agreement with JYSA provides a guaranteed revenue stream that is structured as a pre-participant fee (e.g., \$25 per registrant per season).

This allows the city to capture guaranteed revenue without direct exposure to programming costs or risks.

► **Park Activation**

The partnership ensures consistent activation of park facilities across multiple seasons.

JYSA runs fall and spring baseball and softball leagues, which drives regular field use during key times of the year.

► **Reduced Operational Risk for the City**

The city transfers many of the legal and operational liabilities associated with youth sports programming to the lease operator.

This includes liability related to player injuries, misconduct, and day-to-day operational issues. JYSA is typically required to carry general liability insurance and to include the city as an additional insured party.

In addition, there are typically indemnification clauses in these lease agreement structures that can further protect the city from claims arising out of JYSA's activities providing an added layer of risk mitigation.

► **Cost Avoidance for Program Staffing and Equipment**

The License to Operate Model shifts the cost burden of staffing, scheduling software, uniforms, equipment, and other programmatic expenses to the organization.

The city avoids these recurring operational costs while still providing recreational value to its residents.

CHALLENGES OF THE LICENSE TO OPERATE MANAGEMENT MODEL

While the License to Operate model offers advantages, it also presents a number of operational, strategic, and equity-related challenges that the City of Justin must consider. These issues can impact community satisfaction, facility quality, financial oversight, and long-term financial sustainability.

► **Uneven Field Access**

JYSA has exclusive access to all four baseball and softball fields Monday through Saturday during their spring season (mid-February through the first week of July) and fall season (mid-August through the end of October).

Additionally, JYSA holds priority access with right of first refusal on two of the four fields on Sundays. This level of control can limit availability for unaffiliated users and casual recreation during prime times, potentially creating public perception issues around field privatization and equitable access.

This can limit opportunities for unaffiliated groups, casual users, and residents seeking open field time for unstructured or recreational use.

Community members may perceive the fields as "privatized," particularly if they are turned away or told that fields are unavailable due to scheduled programming even when they are not actively in use.

► Accountability and Oversight Complexity

The success of this model depends on transparent communication and reliable data reporting from the operator.

Without a clearly defined process for verifying registration numbers, participation rates, and seasonal schedules, the city risks underreporting and potential revenue loss.

Inconsistencies in reporting may also make it difficult to assess actual usage trends and plan for future facility upgrades or resource allocation.

Enforcing compliance with lease terms, such as participant fee payments, required documentation, or insurance coverage can be administratively burdensome without dedicated oversight resources.

► Limited Quality Control Over Programming

While the city owns the park, it has limited control over how programs are run on a day-to-day basis.

This includes little to no influence over the selection or training of coaches, the structure and content of programming, customer service standards, or disciplinary procedures.

If programming quality declines or safety incidents occur, the public may associate negative experiences with the city, even if it is not directly involved.

Poor customer satisfaction can harm the park's reputation and reduce overall community trust in city-managed facilities.

► Equity and Inclusion Risks

Exclusive or preferential access to a single organization may create barriers for other community groups that serve diverse populations or alternative sports interests.

New or emerging programs (e.g., adult leagues, adaptive sports, underserved youth initiatives) may be discouraged or face logistical barriers if field time is not equitably allocated.

Without a transparent and inclusive access policy, the city may be perceived as favoring one group over others, which could lead to community division or reputational harm.

► Increased Maintenance Burden on the City

Although the programming is managed by JYSA, the city is still solely responsible for maintaining the physical condition of the fields, amenities, and infrastructure.

High usage especially during seasonal peaks can lead to accelerated wear and tear on grass, infields, dugouts, restrooms, lighting systems, concessions areas, and other assets.

Without cost-sharing agreements, field usage caps, or other revenue generation methods, the city may face rising maintenance costs without a corresponding increase in funding.

Maintenance demands can also interfere with scheduling, particularly if field recovery or repair windows are limited.

► Flat Financial Growth & Limited Revenue Upside

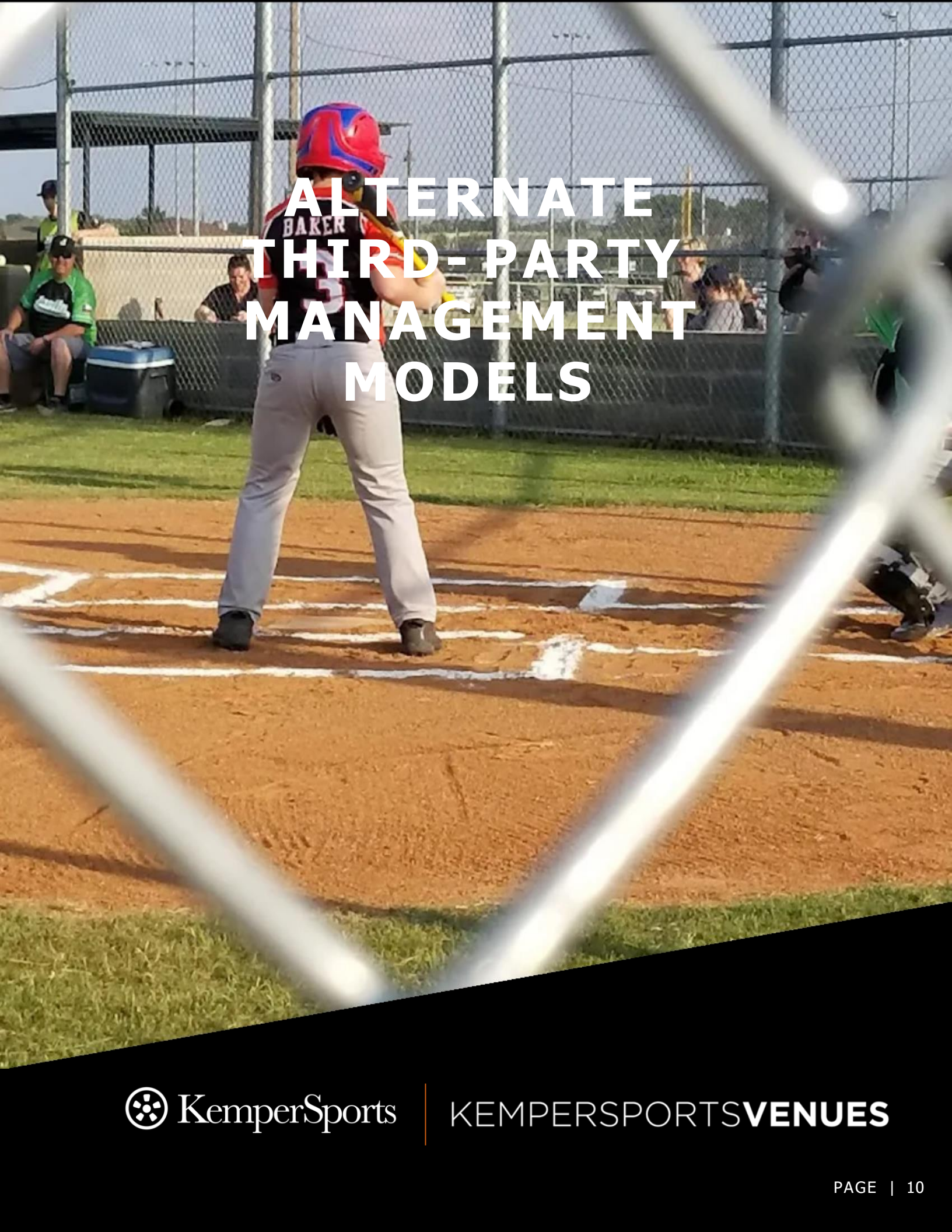
While the current lease agreement with JYSA provides the city with a guaranteed annual payment, the financial upside is relatively limited.

Under this model, the city does not participate in the direct revenue generated from program registrations, concessions, sponsorships, or special events. As a result, year-over-year revenue growth remains relatively flat, regardless of increased participation or community demand.

This lack of dynamic revenue potential under the License to Operate Model limits the city's ability to reinvest in park improvements, expand programming, or fund other community initiatives.

There are several variations to the License To Operate Model that municipalities may consider when structuring agreements with third-party operators. One common variation is a revenue-sharing model, where the municipality receives a fixed percentage of the operator's top-line revenue as a lease payment. This approach allows the municipality to participate directly in the park's financial performance while maintaining predictable revenue streams. Another variation is profit-sharing, in which the municipality receives a percentage of net profits after the operator has accounted for all program-related operating expenses. This model aligns the financial interests of both parties but introduces more variability and dependency on the operator's ability to manage costs effectively.

Despite these structural differences, revenue-sharing and profit-sharing models traditionally carry many of the same benefits as the broader License To Operate framework. However, they also share similar challenges, such as uneven field access, the need for ongoing oversight, the complexity of contract enforcement, and dependency on operator performance to ensure community goals are met.



ALTERNATE THIRD-PARTY MANAGEMENT MODELS

ALTERNATE THIRD-PARTY MANAGEMENT MODELS

As the City of Justin continues to experience rapid population growth, leadership has recognized the importance of re-evaluating the long-term operational strategy for Community Park. The city is committed to ensuring that its recreational assets not only meet today's community needs but are also positioned to adapt and thrive as those needs evolve.

To support this vision, the city is exploring alternative management models that better align with its strategic goals such as enhancing community access, improving program diversity, increasing operational transparency, and creating opportunities for financial growth and reinvestment in the park's infrastructure.

FEE-FOR-SERVICE MANAGEMENT MODEL

One such alternative is the Fee-For-Service Management Model. Unlike the current License to Operate Model, where an external organization has broad autonomy over programming decisions, this approach maintains outsourced day-to-day management while ensuring that the park operates under the city's strategic direction.

The Fee-For-Service Management Model is an increasingly popular approach for cities and municipalities seeking to optimize the management and performance of youth sports complexes without taking on the full burden of daily operations. Under this model, the city still retains ownership of the park but contracts with a professional management firm to oversee and execute all operational aspects. These responsibilities typically include facility scheduling, program development, staffing and training, customer service, maintenance oversight, financial management, marketing, and community engagement.

A key component of this arrangement is the fee-for-service structure, which requires the city to pay the operator a monthly or annual fee for management services. This fee compensates the operator for their expertise and operational responsibilities while allowing the city to maintain strategic oversight and influence, ensuring that the park is managed in alignment with broader municipal goals related to community health, economic development, inclusion, and youth engagement.

A key advantage of this model is the ability to establish performance-based expectations and reporting metrics. The third-party operator is held accountable through a formal agreement that outlines performance standards and protocols. This creates a more dynamic and responsive operational environment, one that is capable of quickly adapting to changes in community demand, youth sports trends, and park usage patterns.

This model also opens the door to a broader mix of programs and users. Unlike a single-organization license agreement, which may limit field access and sport offerings, the Fee-For-Service Model is typically operated with inclusivity and facility maximization in mind. This means multiple user groups, leagues, and tournament organizers can be accommodated in a transparent and equitable scheduling process. By outsourcing to a professional firm with specialized experience in sports facility operations, the city can enhance the quality and consistency of programming while ensuring that the park serves as a year-round community asset.

BENEFITS OF THE FEE-FOR-SERVICE MANAGEMENT MODEL

The Fee-For-Service Management Model offers a balanced approach for municipalities seeking to retain strategic control while leveraging professional operational expertise. This model enables the city to meet the recreational demands of a growing population, deliver high-quality programming, and generate sustainable financial returns. The following are key benefits the city can realize under this structure:

► Operational Control & Strategic Alignment

The city retains full authority over program design, park policies, user access, and overall management strategy.

This ensures the park's operations align tightly with the city's broader community goals, such as promoting inclusivity, supporting youth development, and enhancing quality of life.

► Predictable and Transparent Costs

The city pays a fixed, agreed-upon annual or monthly management fee, providing clear and consistent budgeting for operational expenses.

This minimizes financial uncertainty and allows for better long-term fiscal planning and resource allocation.

► Financial Upside Through City-Run Programming

Unlike lease models where programming revenues go to a third party, the city can implement and control its own recreational programs collecting registration fees.

This creates a significant revenue stream that contributes to the park's cost recovery and helps offset operational costs.

► Revenue Capture from Ancillary Services

The city can also retain the revenue from ancillary sources such as concessions, merchandise sales, sponsorships, facility rentals, event hosting, etc.

These additional income streams provide opportunities for financial growth beyond core programming fees, strengthening the park's overall revenue base.

► **Professional Expertise & Operational Efficiency**

By hiring an experienced third-party operator, the city leverages specialized knowledge in sports facility management, program delivery, staffing, and maintenance.

This professional oversight drives efficiency, improves service quality, and enhances the park's attractiveness to users and community members.

► **Performance-Based Accountability & Reporting**

The management agreement can incorporate detailed performance metrics, such as program participation numbers, maintenance standards, customer satisfaction, and financial targets with regular reporting.

This ensures transparency and allows the city to monitor progress, enforce standards, and adjust as needed.

► **Reduced Administrative Burden on City Staff**

Day-to-day operational responsibilities including registration management, scheduling, facility upkeep, and staffing are managed by the third-party provider, freeing city personnel to focus on strategic planning, community engagement, and other core municipal functions.

► **Maintained Ownership & Long-Term Asset Control**

The city continues to own the park and its assets, preserving authority over capital improvements, infrastructure investments, and future redevelopment decisions allowing for long-term stewardship consistent with community priorities.

► **Improved Financial Transparency & Oversight**

The fee-for-service contract typically requires the operator to provide detailed financial statements and usage reports. This visibility helps the city identify cost drivers, revenue opportunities, and areas for operational improvement.

The city retains all revenue generated at the park and maintains full visibility into all expenses, which are reported by the third-party operator and passed through to the city with no markup.

► **Enhanced Customer Experience & Community Engagement**

Specialized operators bring best practices in customer service and stakeholder relations, improving participant satisfaction and community support. Engaging local partners and volunteers can also be integrated into the operational model.

CHALLENGES OF THE FEE-FOR-SERVICE MANAGEMENT MODEL

The Fee-For-Service Management Model offers several advantages, such as professional expertise, increased revenue control, and strategic alignment. However, transitioning to this model requires thoughtful planning, strong oversight, and well-defined contract structures. The city must carefully consider the following potential drawbacks to ensure successful implementation and long-term sustainability of this operating model:

► **Financial Commitment & Fixed Costs**

The city assumes a consistent financial obligation in the form of a fixed monthly or annual management fee, regardless of fluctuations in facility usage or programming participation.

► **Reliance on Third-Party Performance**

The city's reputation and service quality will rely heavily on the third-party operator's ability to deliver consistent, high-quality performance.

Mismanagement or subpar execution can negatively impact the park's user experience and the community's trust in city services.

It is essential to engage a qualified operator whose mission and values align with the city's objectives. A strong operator will not only bring industry best practices but will also have the ability to recruit and retain local subject matter experts. Leadership positions and staff who reflect the community and are well-positioned to design and deliver inclusive, impactful programming tailored to local needs.

► **Possible Public Perception Issues**

Outsourcing can raise concerns among residents about privatization, loss of local control, or reduced transparency. Effective communication and community engagement are necessary to build trust and support for the model.

For municipalities that desire greater ownership and oversight of their sports park operations, the Fee-For-Service Management Model often presents a compelling alternative to the traditional License To Operate Management Model. While it introduces certain challenges, such as financial commitment and the need for active contract management, these are frequently outweighed by the benefits of increased operational control, strategic alignment with community goals, and the ability to directly capture program and ancillary revenues.

By partnering with a qualified third-party operator, cities can maintain public ownership of their facilities while ensuring professional execution of day-to-day operations. This model empowers municipalities to shape the recreational experience, maximize the long-term value of their assets, and better serve the evolving needs of their growing communities.

PROGRAMS AND SERVICES



PROGRAMS AND SERVICES

As the City of Justin continues to experience unprecedented residential growth, city leaders are proactively evaluating ways to enhance access to parks and recreational programming. With a rapidly expanding population, there is a growing need to ensure that parks and community spaces are activated through high-quality programs that meet the evolving needs and interests of residents. This includes assessing how to expand offerings in a way that supports both the current and future demands of the community.

As part of this effort, the city is exploring the development and implementation of new recreational programming across a variety of sports and activity types. These programs are intended to provide structured, accessible, and community-focused opportunities for youth to participate in organized sports, physical activity, and skill development. The goal is to create inclusive options that engage a broad range of interests while fostering community involvement and active lifestyles.

A key focus of the city's programming strategy is to build a system that supports participants at all skill levels, from beginners to more advanced players, offering clear progression pathways within city-run programs. This will allow children to grow their skills over time and remain actively engaged in recreational activities as they advance. By providing consistent, well-organized opportunities for growth and development, the City of Justin aims to create a sustainable and enriching recreational environment for its youth and families.

To achieve its objective of expanding access to quality recreational opportunities for residents, the city is evaluating the potential to develop recreational leagues, advanced recreational programs, and city-select leagues. Each program will be designed to serve different age groups, experience levels, and athletic goals.

The following information outlines the key details and structure of each program type being considered.

► Recreational Leagues

Recreational leagues is a community-based program designed to introduce players to the fundamentals of the game in a fun, inclusive, and low-pressure environment. It emphasizes skill development, teamwork, and sportsmanship, making it ideal for beginners and those looking to enjoy the sport without a significant time commitment.

► **Advanced Recreational Leagues**

Advanced recreational leagues builds on this foundation by offering a higher level of competition and more structured practices, typically for players with previous experience who are looking to refine their skills and face stronger competition while still maintaining a community-focused approach.

► **City-Select Leagues**

City-Select Leagues represent the most competitive level within a municipal system, featuring tryouts, higher performance expectations, and participation in regional or travel-based tournaments. This level is geared toward players seeking advanced instruction, greater commitment, and a pathway to higher levels of play.

PROGRAM PRICING

As part of the city's effort to expand access to high-quality recreational programming, a key priority is to ensure that all residents have the opportunity to participate, regardless of financial circumstances. This includes developing a cost structure that is both sustainable for the city and affordable for families. By offering cost-effective program options, the city aims to remove barriers to participation and create an inclusive environment where children of all backgrounds can engage in sports and recreational activities.

The cost structure for each program will be designed with accessibility in mind, with per-child fees set to reflect the level of instruction, competition, and resources required for each program type. Pricing will be tiered based on program intensity ranging from low-cost recreational leagues to moderately priced advanced and select-level offerings, while still prioritizing affordability and value.

The following information provides a cost breakdown by league type, outlining the estimated per-participant fees for each program level.

► **Recreational Leagues: \$75**

► **Advanced Recreational Leagues: \$95**

► **City-Select Leagues: \$150**

PROGRAM PARTICIPATION

As the city evaluates the development of new recreational programming, anticipated participation levels play a critical role in planning and operations. With the City's rapid population growth and increasing demand for accessible youth sports opportunities, the proposed programming is expected to draw strong community engagement across multiple age groups and skill levels.

Based on projected participation, a forecast for the number of games that will be played annually across all program levels has been developed. This forecast helps guide facility scheduling, field availability, staffing needs, and long-term planning efforts. By estimating the volume of gameplay, the city can better align its resources to accommodate expected use and ensure a positive experience for all program participants.

The following information provides the forecasted annual number of games played at Community Park, broken down by program type.

ANNUAL PARTICIPATION - NUMBER OF GAMES					
League Type	Year 1	Year 2	Year 3	Year 4	Year 5
Recreational	279	300	315	324	327
Advanced Recreational	57	62	65	67	67
City-Select	230	247	259	267	270
TOTAL GAMES	566	608	639	658	664

As shown in the table above, the city's recreational programming is expected to host 566 games in year one following implementation, with that number increasing to 664 games by year five.

FINANCIAL PERFORMANCE



FINANCIAL PERFORMANCE

KemperSports has developed a detailed financial forecast for Community Park to evaluate the potential impacts of transitioning to a Fee-For-Service Management Model. This analysis is intended to provide the City of Justin with a data-driven foundation for future decision-making, balancing operational effectiveness, community impact, and long-term sustainability. The forecast takes into account anticipated revenue streams, expense responsibilities, and capital needs associated with this operating structure.

As part of this financial assessment, KemperSports reviewed the current lease payment structure between the city and JYSA, identifying the guaranteed but limited financial return the city receives under the existing License to Operate Management Model. We also evaluated the city's ongoing expenses tied to daily upkeep and maintenance of the park, including labor, materials, and utilities, to project potential operational cost scenarios under a fee-for-service model.

In addition, KemperSports assessed the capital improvement items previously identified by city staff as necessary to restore and enhance Community Park. These include infrastructure repairs, field upgrades, and amenity enhancements that would increase the park's functionality and user appeal. Strategic recommendations were made on the timing and phasing of these capital investments, aligning with a multi-year operational plan that supports the city's broader goals of transforming Community Park into a revitalized, high-quality recreational hub that can accommodate expanded programming and meet the needs of a rapidly growing community.

Community Park Income Statement

The table on the following page displays the income statement through the first five years of operations under a Fee-For-Service Management Model.

Community Park - Justin, TX
Income Statement

Income Statement	Year 1	Year 2	Year 3	Year 4	Year 5
Revenue					
Outdoor Facility					
Tournament Programming - Rental Baseball and Softball Tournaments	\$0	\$3,200	\$7,040	\$10,560	\$11,088
Local Programming - Youth Camps	\$67,500	\$81,000	\$102,465	\$112,712	\$124,264
Local Programming - Baseball and Softball	\$151,780	\$163,164	\$188,454	\$194,107	\$205,851
Local Programming - Soccer	\$83,700	\$96,255	\$116,469	\$122,292	\$132,259
Local Programming - Flag Football	\$48,875	\$56,206	\$68,010	\$71,410	\$77,230
Local Programming - Outdoor Field Rentals	\$68,250	\$78,488	\$94,970	\$99,718	\$107,845
Ancillary					
Food & Beverage	\$56,627	\$73,100	\$88,167	\$101,241	\$103,053
Retail	\$11,325	\$13,234	\$14,861	\$16,090	\$16,453
Sponsorship Revenue	\$40,000	\$47,500	\$55,000	\$60,000	\$60,000
Total Revenue	\$528,058	\$612,146	\$735,435	\$788,131	\$838,043
<i>% Growth</i>		16%	20%	7%	6%
Cost of Goods Sold					
Outdoor Facility					
Tournament Programming - Rental Baseball and Softball Tournaments	\$0	\$160	\$352	\$528	\$554
Local Programming - Youth Camps	\$21,075	\$25,290	\$31,992	\$35,191	\$38,798
Local Programming - Baseball and Softball	\$72,062	\$77,466	\$85,579	\$88,147	\$91,454
Local Programming - Soccer	\$32,905	\$37,841	\$44,067	\$46,270	\$49,111
Local Programming - Flag Football	\$20,394	\$23,453	\$27,366	\$28,734	\$30,529
Local Programming - Outdoor Field Rentals	\$4,838	\$5,563	\$6,731	\$7,068	\$7,644
Ancillary					
Food & Beverage	\$31,994	\$41,301	\$49,814	\$57,201	\$58,225
Retail	\$4,530	\$5,294	\$5,945	\$6,436	\$6,581
Sponsorship Expense	\$6,000	\$7,125	\$8,250	\$9,000	\$9,000
Total Cost of Goods Sold	\$193,797	\$223,493	\$260,096	\$278,576	\$291,896
<i>% of Revenue</i>	37%	37%	35%	35%	35%
Gross Profit	\$334,260	\$388,653	\$475,339	\$509,556	\$546,147
<i>Gross Profit Margin</i>	63%	63%	65%	65%	65%
Operating Expenses					
Facility Maintenance & Utilities Expenses	\$162,177	\$169,420	\$175,053	\$180,860	\$186,567
General & Administrative Expenses	\$178,013	\$185,673	\$195,246	\$202,057	\$209,313
Salaries & Wages Expenses	\$185,000	\$192,400	\$200,096	\$208,100	\$216,424
Payroll Expenses	\$63,254	\$66,944	\$71,105	\$74,477	\$77,594
Total Operating Expenses	\$588,444	\$614,437	\$641,501	\$665,494	\$689,898
<i>% of Revenue</i>	111%	100%	87%	84%	82%
EBITDA					
EBITDA	(\$254,184)	(\$225,784)	(\$166,162)	(\$155,938)	(\$143,751)
<i>% of Revenue</i>	-48%	-37%	-23%	-20%	-17%
Capital Expenditures					
Total Capital Expenditures	(\$323,464)	(\$133,837)	(\$400,000)	(\$68,000)	(\$1,080,000)
City Encumbrances					
Total City Encumbrances	(\$577,648)	(\$359,621)	(\$566,162)	(\$223,938)	(\$1,223,751)

The financial forecast provided herein for the Community Park is based on assumptions, estimates, and projections through KemperSports' discussions with stakeholders, research, and experience with managing comparable facilities. The forecasted financial information contained herein is subject to inherent uncertainties and risks, including but not limited to changes in market conditions, economic factors, and management practices.

KEY INSIGHTS

- ▶ **Fee-for-Service Management Assumption:** The financial forecast assumes the City of Justin engages a qualified third-party operator under a fee-for-service structure to manage the day-to-day operations of Community Park.
- ▶ **City Maintains Strategic Direction:** This model allows the city to retain ownership and exercise greater operational oversight, ensuring the park aligns with long-term goals and the evolving needs of the growing community.
- ▶ **Development of In-House Programming:** As part of this model, the city will take ownership over the design and direction of recreational programming, offering in-house leagues and camps tailored for Justin residents. This development of in-house City programming is expected to significantly increase park activation, with the ability to host over 566 games annually at Community Park.
- ▶ **Inclusive, High-Quality Offerings:** The city's programming will focus on inclusivity and accessibility, providing structured recreational opportunities for athletes of all ages and skill levels across a variety of sports.
- ▶ **Revenue Retention and Growth:** By directly managing programming, the city captures all associated revenues, including registration fees, concessions, rental income, and other ancillary revenue streams, offering long-term financial growth compared to the current lease model.
- ▶ **Localized Leadership for Program Execution:** In order to achieve the program development and financial performance outlined in the forecast, the third-party operator will be required to hire a local subject matter expert as the General Manager of the park. This is an individual that is recommended deep roots in the Justin community and strong in-market experience.
- ▶ **Pass-Through Cost Structure:** Under this approach, the city will be responsible for all operational costs, including program management, maintenance, general and administrative expenses, and payroll. These costs will be passed through at actual expense, with no markup applied by the operator, ensuring full transparency and cost-efficiency.
- ▶ **Additive Staffing Structure:** Staffing positions required under the fee-for-service model will be additive to the existing infrastructure currently used to support Community Park. The goal of this approach is to enhance operational efficiency and maintenance capabilities, not replace existing City resources, thereby improving the overall quality and responsiveness of park operations. The positions include a General Manager, Maintenance Manager, and Program Manager.

CAPITAL EXPENDITURES



CAPITAL EXPENDITURES

CAPITAL EXPENDITURE RECOMMENDATIONS FOR COMMUNITY PARK

KemperSports conducted a thorough review of the capital expenditure needs and preliminary cost estimates for Community Park, as identified by the City of Justin. The reviewed needs include critical improvements to field playability and usability, procurement of maintenance equipment, enhancement of visitor amenities, and infrastructure upgrades. To assist the city with long-term planning and budgeting, KemperSports developed an annual breakdown that outlines when each capital improvement should be implemented to align with operational priorities and community needs.

► Year 1: Field Rehabilitation and Immediate Playability Enhancements

Irrigation for all fields, common areas, and irrigation system evaluation: \$90,000

Outfield fencing for Fields 1 and 2: \$80,000

Grass and seeding over outfields for Fields 1 and 2: \$1,200

Irrigation for infield for Field 4: \$7,000

Re-grade for Fields 1 and 2: \$60,000

Repair infields, home plate, and pitching areas for Fields 1 – 4: \$85,264

Total Year 1 Capital Expenditure: \$323,464

► Year 2: Maintenance Support and Equipment Investment

Infield groomer: \$18,442

Additional equipment storage: \$45,000

Commercial wide-area terrain cut mower: \$70,394

Total Year 2 Capital Expenditure: \$133,837

► Year 3: Visitor Amenities and Guest Experience Upgrades

Remove and replace concession stand/restroom for Fields 1 and 2: \$200,000

Remove and replace concession stand/restroom for Fields 3 and 4: \$200,000

Total Year 3 Capital Expenditure: \$400,000

► Year 4: Field Enhancements

Replace scoreboards for Fields 1 – 4: \$32,000

Electrical infrastructure for scoreboards: \$36,000

Upgrade field lighting for Fields 1 – 4: \$545,656

Total Year 4 Capital Expenditure: \$613,656

► Year 5: Long-Term Infrastructure and Planning

Groundwater study (for compliance and irrigation): \$590,000

Additional parking expansion – \$490,000

Total Year 5 Capital Expenditure: \$1,080,000

The total five-year capital expenditure estimates provided by the city for Community Park are projected to cost approximately \$2.6 million. These investments address a range of needs, from restoring field playability and acquiring essential maintenance equipment to enhancing visitor amenities and executing long-term infrastructure improvements.

The phased approach developed by KemperSports prioritizes high-impact improvements in the early years, specifically those focused on enhancing the safety and playability of the fields. These initial investments are critical to restoring field conditions to a standard that aligns with the city's long-term vision for Community Park as a safe, high-quality, and community-centered asset.

KemperSports recommends that the city develop a Capital Expenditure Replacement Plan that clearly outlines the timing, scope, and financial allocation for each capital improvement item. This plan should align with operational goals, park usage trends, and community priorities to ensure investments are made strategically and proactively.

The phased capital plan should also remain flexible to account for unexpected or site-specific conditions. For example, if Community Park is subject to water restrictions or known water availability issues, it may be necessary to prioritize a groundwater study ahead of irrigation upgrades to ensure long-term irrigation feasibility and compliance. Similarly, if the current maintenance equipment is in disrepair or requires excessive ongoing maintenance costs, investments in a new mower or infield groomer may need to take precedence in earlier phases of implementation to support immediate field upkeep and playability standards.

This adaptable and responsive approach will help the City of Justin make informed capital investments that both support short-term park operations and contribute to the long-term sustainability and quality of Community Park. The plan should also incorporate mechanisms to revisit priorities annually, adapt to changes in demand, and explore potential funding sources or grant opportunities to offset municipal investment.

SUMMARY AND NEXT STEPS



SUMMARY AND NEXT STEPS

SUMMARY:

The feasibility assessment has concluded that if the City of Justin chooses to transition from the current License to Operate Management Model to a Fee-For-Service Management Model, it would have the ability to achieve the goals outlined in its long-term vision for Community Park operations.

- ✓ **Serve as a Premier Community Recreation Hub:** The park will feature a broad mix of internal city programming designed to serve athletes and participants of all ages and skill levels, positioning Community Park as a central destination for recreation, enrichment, and community connection.
- ✓ **Enhance Field and Facility Quality:** With a qualified third-party operator managing the day-to-day operations and maintenance in accordance with city standards, Community Park will benefit from a consistent and comprehensive maintenance schedule. This includes daily, weekly, monthly, quarterly, and annual tasks that ensure fields and facilities are well-maintained, safe, and aligned with the city's expectations for quality and usability.
- ✓ **Increase Accessibility and Inclusivity:** Under the Fee-for-Service Management Model, there is no exclusivity granted to any single user group. This structure removes access barriers currently in place at the park, allowing for more equitable field use and programming opportunities. By broadening participation and access, Community Park can better serve a diverse and growing population, ensuring the park is impactful and welcoming to as many City of Justin residents as possible.
- ✓ **Ensure Long-Term Financial Sustainability:** With the Fee-For-Service Management Model, the city retains all revenue generated from every outlet at Community Park, including program registrations, concessions, facility rentals, and merchandise sales. This structure creates a more financially sustainable model for the city as the asset owner, offering a scalable path toward improved cost recovery. By capturing these revenue streams directly, the city can reinvest in park operations, programming, and capital improvements, ultimately maximizing the park's long-term economic and community value.

- ✓ **Plan for Future Growth:** By engaging a qualified third-party operator aligned with the city's operational and financial goals, the Fee-for-Service Management Model enables strategic, forward-looking planning. With consistent operational oversight and structured reporting, the city is better positioned to anticipate evolving community needs and population growth. This alignment supports the proactive planning and phasing of capital expenditures, ensuring infrastructure enhancements, amenity upgrades, and capacity expansions occur in a timely, fiscally responsible manner to meet long-term community demand.

NEXT STEPS:

With the feasibility phase now complete, and a detailed analysis of current operations at Community Park and alternate third-party management models provided, the next steps outlined below will support the City of Justin in its decision-making process. This guidance is intended to help the city make an informed transition strategy that aligns with its long-term recreational and operational goals.

The following steps outline the recommended path forward:

01 | Confirm the City's Desired Operating Structure

- ▶ Clearly define the city's long-term goals for Community Park, including programming control, community engagement, financial performance, and operational standards.
- ▶ Confirm whether the Fee-for-Service model best supports these objectives compared to alternative models.

02 | Engage a Qualified Third-Party Management Company

- ▶ Identify and evaluate experienced third-party operators with a proven track record in managing municipal and youth sports facilities.
- ▶ The selected partner should demonstrate the ability to implement the city's vision, operational standards, and programming goals while maintaining strong communication with city leadership.

03 | Hire a Local Subject Matter Expert to Serve as General Manager

- ▶ Ensure the third-party operator recruits a community-aligned General Manager with deep in-market experience.
- ▶ This individual should be capable of developing inclusive, high-quality programming and overseeing daily operations in a way that reflects and supports the interests and values of Justin residents.

04 | Develop a Detailed Scope of Work and Management Agreement

- ▶ Outline the roles and responsibilities of both the city and the operator, including maintenance expectations, reporting procedures, financial pass-through protocols, and key performance indicators.
- ▶ Include provisions for transparency, accountability, and flexibility to adjust the scope based on performance and evolving community needs.

05 | Create a Financial and Operational Transition Plan

- ▶ Establish a phased transition timeline that minimizes disruptions to current users while allowing the third-party operator to assume operational responsibilities.
- ▶ This plan should address staff onboarding, technology or equipment needs, communications to user groups, and financial planning for initial costs and investments.

06 | Build a Capital Improvement and Replacement Plan

- ▶ Finalize and adopt a multi-year capital plan.
- ▶ Prioritize early investments in field playability and safety, and coordinate future enhancements with operational capacity and projected usage growth.

This next phase is critical to ensure the City of Justin moves forward with a detailed transition plan that is collaborative, solidifies the desired operating model for the future of Community Park, and fully considers the financial and operational impacts of transitioning operations.

ORDINANCE NO. 841-26

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF JUSTIN, TEXAS, ADOPTING A BUDGET FOR THE J-REC RECREATIONAL PROGRAM FOR FISCAL YEAR 2025–2026; PROVIDING FOR PROGRAM REVENUES AND EXPENDITURES; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE; AND PROVIDING FOR PROPER NOTICE AND MEETING.

WHEREAS, the City Council of the City of Justin, Texas desires to expand recreational opportunities and programming for residents through the development of the J-Rec program at Community Park; and

WHEREAS, the City has evaluated anticipated revenues and expenditures associated with the operation of the J-Rec recreational programming, including league operations, staffing, field maintenance, and related operational expenses; and

WHEREAS, the City Council finds that adopting a program budget will provide transparency and fiscal oversight for the operation of the J-Rec program during Fiscal Year 2025–2026; and

WHEREAS, the City Council finds that the adoption of the J-Rec program budget is in the best interest of the public health, safety, and welfare of the citizens of the City of Justin.

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

SECTION 1. The J-Rec Program Budget for Fiscal Year 2025–2026, attached hereto as Exhibit A and incorporated herein for all purposes, is hereby approved and adopted.

SECTION 2. The adopted budget establishes the estimated revenues and expenditures necessary for the operation of the J-Rec recreational programming at Community Park during Fiscal Year 2025–2026. The budget reflects the anticipated costs associated with program administration, staffing, field maintenance, league operations, and other related operational expenses.

SECTION 3. The City Manager, or designee, is authorized to administer the J-Rec program budget and to make expenditures consistent with the appropriations established within the adopted budget.

SECTION 4. The City Manager is further authorized to make administrative adjustments within the budget as necessary to efficiently operate the program, provided such adjustments do not

exceed the total appropriations authorized by this ordinance unless otherwise approved by the City Council.

SECTION 5.

If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of this ordinance.

SECTION 6.

This ordinance shall take effect immediately upon its passage and adoption.

DULY PASSED by the City Council of the City of Justin, Texas, on the 12th day of March 2026.

On first reading, the 12th day of March 2026.

On the second and final reading, the 26th day of March 2026.

APPROVED:

James Clark, Mayor

ATTEST:

Amy Piukana, City Secretary

APPROVED AS TO FORM:

City Attorney



Proposed Operating Budget

Fiscal Year 2025-2026

October 1, 2025 – September 30, 2026



Executive Summary

The J-Rec Program represents the City of Justin's youth recreation initiative focused on organized athletics, community programming, and recreational opportunities. The FY 2025-2026 proposed budget represents the first full operational cycle of the program and reflects conservative participation assumptions during the early implementation phase.

During the initial years of operation, the program is expected to operate with a planned subsidy while participation levels grow and additional revenue sources such as tournaments, sponsorships, and facility rentals are introduced. The following sections summarize the projected revenues, operating expenses, and the financial impact of the J-Rec Program.

Budget Summary	Amount
Total Program Revenues	\$106,336
Total Operating Expenses	\$230,787
Operating EBITDA	(\$124,451)
Annual Management Fee	\$75,000
Total Net Cost to City	(\$199,451)

Budget Summary Explanation:

- Total Program Revenues represent anticipated income generated from youth sports registrations, concessions, merchandise sales, and administrative program fees.
- Total Operating Expenses represent the direct operational costs required to administer leagues, programs, facilities, and associated recreation activities.
- Operating EBITDA reflects the difference between program revenues and operational expenses prior to management contract costs.
- The Annual Management Fee represents the contracted cost associated with professional recreation program administration and oversight.
- The Total Net Cost to the City reflects the anticipated subsidy required during the early years of the program as participation continues to grow.

Revenue Budget

Revenue Source	FY 2025-2026
Local Sports Registrations	\$61,162
Food and Beverage Sales	\$9,000
Retail Sales	\$5,700
General Administration Revenue	\$30,474
Tournaments	\$0
Programs and Events	\$0
Marketing Revenue	\$0
Facility Rentals	\$0
Total Revenues	\$106,336

- Local Sports Registrations represent participation fees paid by families enrolling children in youth sports leagues administered by the J-Rec program.
- Food and Beverage Sales represent concession revenue generated during games, tournaments, and community recreation events.
- Retail Sales include sales of J-Rec branded merchandise such as shirts, hats, and other program-related apparel.
- General Administration Revenue represents administrative fees associated with league registration, scheduling, and facility coordination.
- Tournament Revenue is not currently projected for FY 2025-2026 but represents a future opportunity as regional tournaments are introduced.
- Programs and Events revenue reflects potential recreation programming such as camps, clinics, and seasonal activities.
- Marketing Revenue represents sponsorship opportunities or advertising partnerships associated with recreation programming.
- Facility Rentals represent potential revenue generated through the rental of fields or recreation facilities for outside events.

Operating Expense Budget

Expense Category	FY 2025-2026
Local Sports Operations	\$55,282
Tournament Operations	\$4,500
Programs and Events	\$12,000
General Administration	\$13,775
Marketing	\$7,900
Facilities Operations	\$137,330
Total Operating Expenses	\$230,787

- Local Sports Operations include league administration, scheduling, officials, uniforms, and equipment necessary to operate youth sports programs.
- Tournament Operations include costs associated with hosting visiting teams and managing competitive events at the recreation complex.
- Programs and Events include seasonal programming such as camps, clinics, and community recreation activities.
- General Administration includes administrative oversight, registration coordination, and general program management.
- Marketing includes outreach efforts, promotional materials, and advertising used to increase program participation.
- Facilities Operations represent maintenance, utilities, field upkeep, and operational costs associated with operating the recreation complex.

Program Financial Overview

Category	Amount
Total Revenues	\$106,336
Total Operating Expenses	\$230,787
Operating EBITDA	(\$124,451)
Management Fee	\$75,000
Total Net Cost to City	(\$199,451)

- The operating EBITDA reflects the net operational cost of the J-Rec program prior to management contract expenses.
- The management fee represents the contracted cost for professional recreation program administration and operational oversight.
- The net cost to the City reflects the anticipated subsidy required to support the program during the initial implementation phase.
- As participation increases and additional revenue sources such as tournaments and rentals are introduced, the net subsidy is expected to decline.



City Council Coversheet
March 26, 2026
415 N. COLLEGE AVE.

Agenda Item: 10. (CONSENT AGENDA)

Title: Consider and take action on Resolution 826-26 regarding a grant submission for Justin
Downtown revitalization.

Department: Administration

Contact:

Recommendation:

Staff recommends approval

Background:

Overview

The Texas Department of Agriculture administers the Texas Community Development Block Grant (TxCDBG) Downtown Revitalization Program, which provides funding to assist eligible municipalities with infrastructure improvements that support pedestrian-centered economic activity in designated downtown districts.

The program provides grants of up to \$1,000,000 to support projects that improve public infrastructure and enhance the safety, accessibility, and economic vitality of downtown areas.

Eligible Activities (Projects)

- Sidewalk rehabilitation and ADA accessibility improvements
- Pedestrian and street lighting improvements
- Downtown street reconstruction
- Storm drainage improvements (curb and gutter / storm sewer systems)
- Public park improvements located in the downtown area
- Public parking improvements
- Public Wi-Fi infrastructure serving the downtown district
- Streetscape improvements such as landscaping, trees, benches, and pedestrian amenities

Grant Amount and Match

The TxCDBG Downtown Revitalization Program provides grants of up to \$1,000,000 with a 5% local

match.

Application Timeline

The program uses a two-phase application process. Phase 1, the Community Application, is currently open and must be submitted by April 3, 2026. Cities selected through Phase 1 will be invited by the Texas Department of Agriculture to submit a full Project Application later in the year.

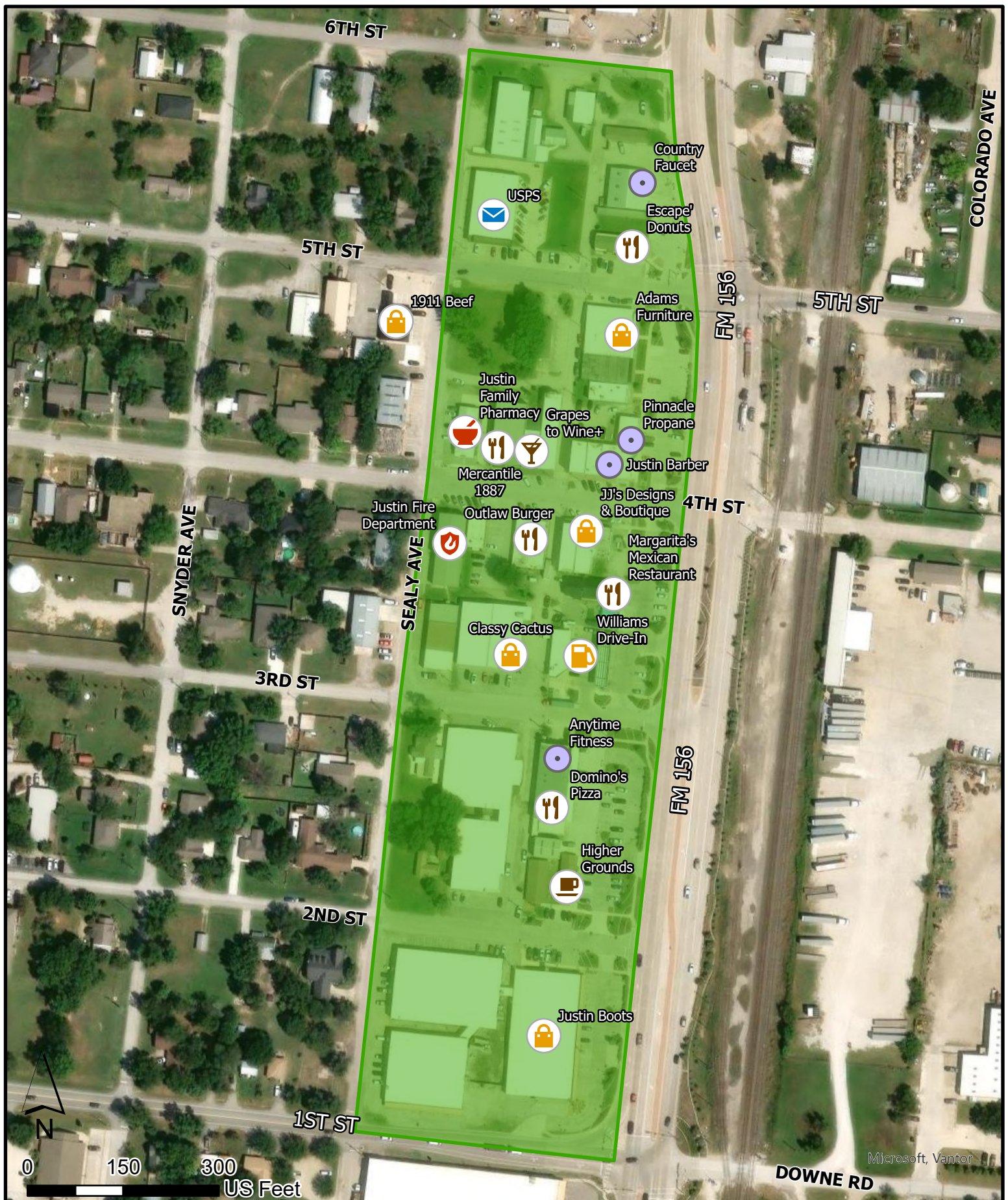
Purpose of the Resolution

The TxCDBG program requires the City Council to adopt a resolution authorizing submission of the grant application and committing the required matching funds. Approval of the resolution allows staff and the City's grant consultant to prepare and submit the Phase 1 Community Application before the April 3, 2026 deadline.

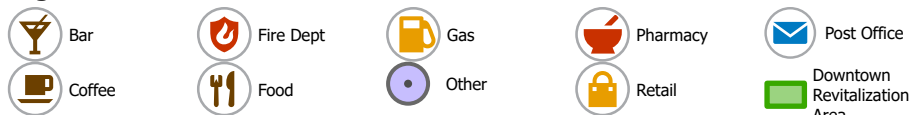
City Attorney Review:

Attachments:

1. Resolution 826-26 Exhibit A - Downtown Revitalization Area 2026.03.23
2. Resolution 826-26 Downtown Revitalization Grant



Legend



Downtown Revitalization Area City of Justin, TX

Prepared by:
Christopher T. Young
GIS Technician
City of Justin, TX
Date: 3/24/2026

**CITY OF JUSTIN
RESOLUTION NO. 826-26**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JUSTIN, TEXAS, AUTHORIZING THE SUBMISSION OF AN APPLICATION TO THE TEXAS DEPARTMENT OF AGRICULTURE FOR FUNDING THROUGH THE TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT (TxCDBG) DOWNTOWN REVITALIZATION PROGRAM; AUTHORIZING THE MAYOR TO ACT AS THE CITY'S AUTHORIZED REPRESENTATIVE; AND AUTHORIZING THE COMMITMENT OF LOCAL MATCHING FUNDS.

WHEREAS, the Texas Department of Agriculture (TDA) administers the Texas Community Development Block Grant (TxCDBG) Program for eligible communities; and

WHEREAS, the TxCDBG Downtown Revitalization Program provides funding to assist cities with infrastructure improvements that promote pedestrian-oriented economic activity in designated downtown districts; and

WHEREAS, eligible activities include improvements such as sidewalk rehabilitation, pedestrian lighting, street reconstruction, drainage improvements, public park improvements, parking improvements, public Wi-Fi installation, and streetscape beautification improvements; and

WHEREAS, the City of Justin desires to submit an application for funding through the TxCDBG Downtown Revitalization Program to support improvements within the City's downtown area, as identified on Exhibit A, that will enhance safety, accessibility, and economic vitality; and

WHEREAS, the TxCDBG Downtown Revitalization Program requires a local cash match, and the City Council of the City of Justin is willing to commit the required matching funds for the project if awarded.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JUSTIN, TEXAS:

SECTION 1: The City Council hereby authorizes the submission of an application and Downtown Revitalization Area Map, attached hereto as "Exhibit A", to the Texas Department of Agriculture for funding through the TxCDBG Downtown Revitalization Program.

SECTION 2: The City Council designates the Mayor of the City of Justin as the City's Authorized Representative to act in all matters in connection with the application and participation in the program.

SECTION 3: The City Council commits to providing a minimum local match of five percent (5%) of the TxCDBG funds requested, or such amount as required by the program guidelines, and authorizes the use of local funds for that purpose.

SECTION 4: The City agrees to comply with all requirements of the Texas Community Development Block Grant Program and the Texas Department of Agriculture.

SECTION 4: That this resolution shall become effective from and after its date of passage.

DULY PASSED and approved by the City Council of the City of Justin, Texas, by a vote on this the 26th day of March 2026.

APPROVED:

James Clark, Mayor

ATTEST:

Amy Piukana, City Secretary

APPROVED AS TO FORM:

Matthew Boyle, City Attorney



City Council Coversheet
March 26, 2026
415 N. COLLEGE AVE.

Agenda Item: 1. (REPORT(S))

Title: Community Park improvements update

Department: Public Works

Contact: Bobby Johnston

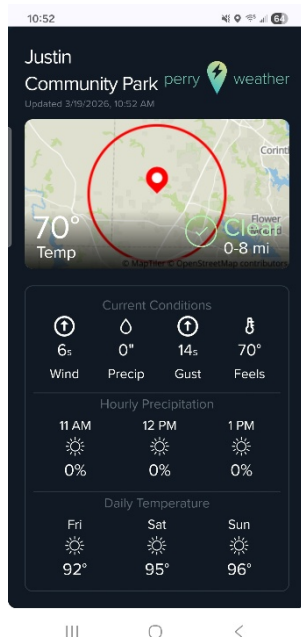
Recommendation:

report only

Background:

In preparation of the kickoff of our inaugural JRec season, staff have been focused on getting some much-needed repairs made, as well as, exploring some service level enhancements and efficiencies and accomplishing the following Strategic Plan objectives:

- **Excellence in Operations** through innovation and efficiency
- **Sustainable Growth & Economic Development** by scaling services responsibly
- **Quality of Life** through enhanced park maintenance
- **Community Relations** by demonstrating forward-thinking service delivery



LIGHTNING DETECTION

As you heard during the last Council Meeting, we have contracted with a company, Perry Weather, to provide lightning detection at Community Park. Adding lightning detection at our ballfields is really about taking the guesswork out of situations where coaches and volunteers are left with the decision to call a game. Instead of a coach or volunteer having to make a judgment call when the weather starts to turn, we'd have a system that alerts us and everyone in attendance when lightning is actually in the area so we can clear the fields early and safely. It helps us be consistent, protects the kids and families, and frankly gives everyone a little more peace of mind knowing we're not reacting—we're being proactive about safety. This will also provide us with access to a

team of meteorologists in the Metroplex to consult when and if needed.



Staff will be installing signs with QR codes (example on the right) allowing residents, parents, and visitors to view current conditions and monitor any lightning delay.

CONCESSION STAND REPAIRS

While preparing the concession buildings for operation, both facilities were inspected by the building official and the health inspector, resulting in a list of required repairs. Plumbers have been contacted to replace the water heater, install compliant handwashing stations and mop sinks, and repair faucets damaged during the recent freeze. Electricians have been scheduled to address several code deficiencies. Additionally, a general contractor has been scheduled to install a ceiling that meets both building and health code requirements.

LANDSCAPE MAINTENANCE

As part of ongoing efforts to improve operational efficiency and maintain high service levels amid continued growth, staff has been exploring the implementation of automation opportunities and have moved forward with the use of autonomous (robotic) mowing systems for mowing each of the ballfields and the soccer field at Community Park.

These systems utilize geofencing and GPS-guided technology to mow designated areas continuously with minimal human intervention. Municipal adoption of this technology has increased in recent years as cities seek to address workforce constraints, rising maintenance costs, and service expectations.

In preparation for the JREC kickoff, staff began evaluating options for a mower capable of properly maintaining the baseball fields. During research, reel mowers were found to be significantly higher in both initial cost and ongoing maintenance expenses. Staff reached out to several cities and learned that many have transitioned to robotic mowers.

We visited with the City of Corinth, which has been using robotic mowers on its sports fields for the past four years, to observe a demonstration and discuss benefits and potential challenges. After meeting with their team and seeing the equipment in operation, we believe this technology would be a valuable addition to our operations. Other cities that have implemented robotic mowers include: City of Denton, City of Dallas, and City of Carrollton. We then contacted multiple vendors for pricing and identified one that not only offers the best value but is also a member of BuyBoard, a cooperative purchasing program for government entities.

Funding was included for the purchase of new mowing equipment in the Adopted FY 25/26 Budget. Staff has purchased 5 robotic mowers and anticipate them being placed in service within the next week.

City Attorney Review: N/A

Attachments:

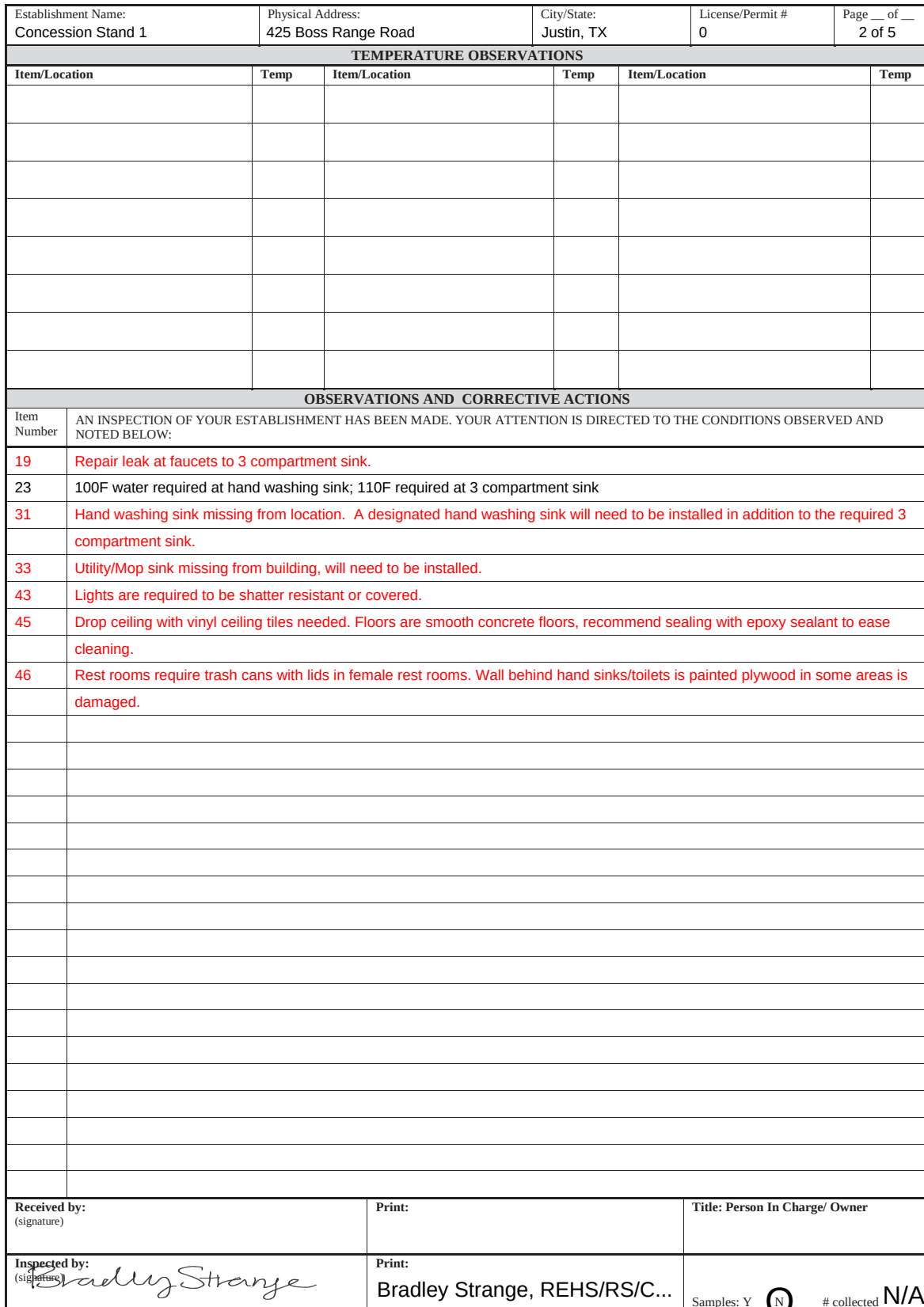
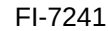
1. Concession Stand 1 - 2026-03-09
2. Concession Stand 2 - 2026-03-09



INSTANT INSPECTOR



Date:	03/09/2026	Time in:	09:01	License/Permit #	0	Est. Type	SD	Risk Category	SD	Page	1	of	5
Purpose of Inspection:		1-Routine	2-Follow Up	3-Complaint	4-Investigation	5-CO/Construction	X	6-Other	TOTAL/SCORE				
Establishment Name: Concession Stand 1				Contact/Owner Name:			Number of Repeat Violations: 0 Number of Violations COS: 0			N/A			
Physical Address: 425 Boss Range Road			Pest control :			Grease trap :		Follow-up: No					
Compliance Status: Out = not in compliance IN = in compliance NO = not observed NA = not applicable COS = corrected on site R = repeat violation W = Watch Mark the appropriate points in the OUT box for each numbered item Mark "✓" a checkmark in appropriate box for IN, NO, NA, COS Mark an X in appropriate box for R													
Priority Items (3 Points) violations Require Immediate Corrective Action not to exceed 3 days													
Compliance Status						Compliance Status							
OUT	IN	NO	NA	COS	R	OUT	IN	NO	NA	COS	R		
Time and Temperature for Food Safety (F = degrees Fahrenheit)						Employee Health							
1. Proper cooling time and temperature						12. Management, food employees and conditional employees; knowledge, responsibilities, and reporting							
2. Proper Cold Holding temperature(41°F/ 45°F)						13. Proper use of restriction and exclusion; No discharge from eyes, nose, and mouth							
3. Proper Hot Holding temperature(135°F)						Preventing Contamination by Hands							
4. Proper cooking time and temperature						14. Hands cleaned and properly washed/ Gloves used properly							
5. Proper reheating procedure for hot holding (165°F in 2 Hours)						15. No bare hand contact with ready to eat foods or approved alternate method properly followed							
6. Time as a Public Health Control; procedures & records						Highly Susceptible Populations							
Approved Source						16. Pasteurized foods used; prohibited food not offered Pasteurized eggs used when required							
7. Food and ice obtained from approved source; Food in good condition, safe, and unadulterated; parasite destruction						Chemicals							
8. Food Received at proper temperature						17. Food additives; approved and properly stored; Washing Fruits & Vegetables							
Protection from Contamination						18. Toxic substances properly identified, stored and used							
9. Food Separated & protected, prevented during food preparation, storage, display, and tasting						Water/ Plumbing							
10. Food contact surfaces and Returnables ; Cleaned and Sanitized at (see below) ppm/temperature						19. Water from approved source; Plumbing installed; proper backflow device							
						3							
11. Proper disposition of returned, previously served or reconditioned						20. Approved Sewage/Wastewater Disposal System, proper disposal							
Priority Foundation Items (2 Points) violations Require Corrective Action within 10 days													
Compliance Status						Compliance Status							
OUT	IN	NO	NA	COS	R	OUT	IN	NO	NA	COS	R		
Demonstration of Knowledge/ Personnel						Food Temperature Control/ Identification							
21. Person in charge present, demonstration of knowledge, and perform duties/ Certified Food Manager (CFM)						27. Proper cooling method used; Equipment Adequate to Maintain Product Temperature							
22. Food Handler/ no unauthorized persons/ personnel						28. Proper Date Marking and disposition							
Safe Water, Recordkeeping and Food Package Labeling						29. Thermometers provided, accurate, and calibrated; Chemical/ Thermal test strips							
23. Hot and Cold Water available; adequate pressure, safe						Permit Requirement, Prerequisite for Operation							
24. Required records available (shellstock tags; parasite destruction); Packaged Food labeled						30. Food Establishment Permit (Current and Valid)							
Conformance with Approved Procedures						Utensils, Equipment, and Vending							
25. Compliance with Variance, Specialized Process, and HACCP plan; Variance obtained for specialized processing methods; manufacturer instructions						31. Adequate handwashing facilities: Accessible and properly supplied, used							
						2							
Consumer Advisory						32. Food and Non-food Contact surfaces cleanable, properly designed, constructed, and used							
26. Posting of Consumer Advisories; raw or under cooked foods (Disclosure/Reminder/Buffer Plate)/ Allergen Label						33. Warewashing Facilities; installed, maintained, used/ Service sink or curb cleaning facility provided							
						2							
Core Items (1 Point) Violations Require Corrective Action Not to Exceed 90 Days or Next Inspection , Whichever Comes First													
Compliance Status						Compliance Status							
OUT	IN	NO	NA	COS	R	OUT	IN	NO	NA	COS	R		
Prevention of Food Contamination						Food Identification							
34. No Evidence of Insect contamination, rodent/other animals						41.Original container labeling (Bulk Food)							
35. Personal Cleanliness/eating, drinking or tobacco use						Physical Facilities							
36. Wiping Cloths; properly used and stored						42. Non-Food Contact surfaces clean							
						1							
37. Environmental contamination						43. Adequate ventilation and lighting; designated areas used							
38. Approved thawing method						44. Garbage and Refuse properly disposed; facilities maintained							
Proper Use of Utensils						45. Physical facilities installed, maintained, and clean							
						1							
39. Utensils, equipment, & linens; properly used, stored, dried, & handled/ In use utensils; properly used						46. Toilet Facilities; properly constructed, supplied, and clean							
						1							

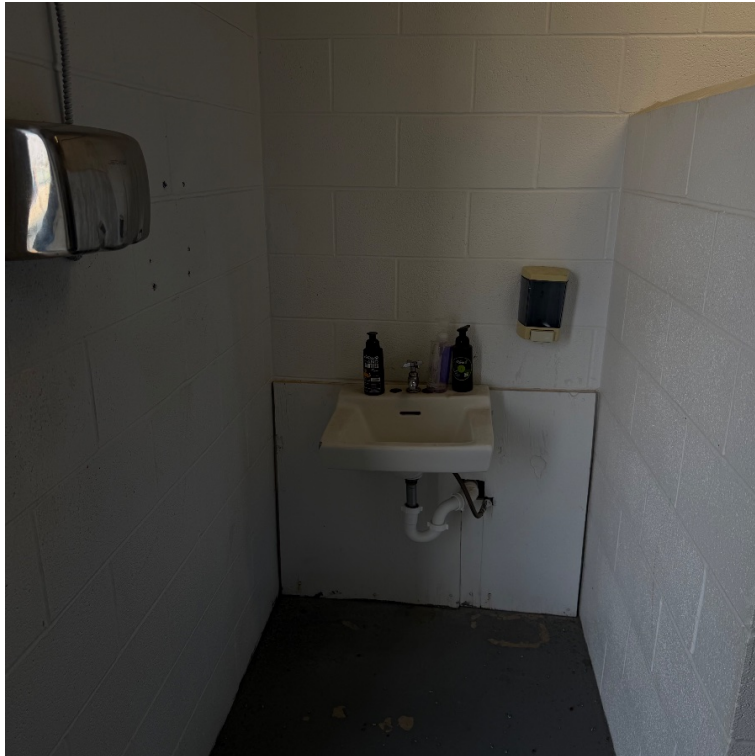


SITE PHOTOS



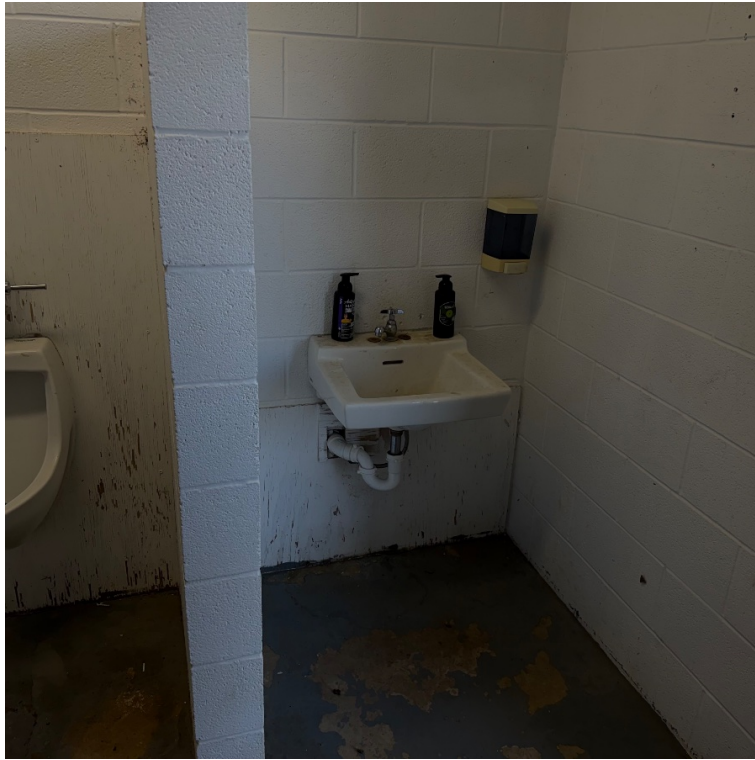
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SITE PHOTOS



FI-7241

SITE PHOTOS



FI-7241

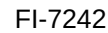


INSTANT INSPECTOR



FI-7242

Date: 03/09/2026		Time in: 11:01		License/Permit # 0		Est. Type SD		Risk Category SD		Page 1 of 4	
Purpose of Inspection:		1-Routine	2-Follow Up	3-Complaint	4-Investigation	5-CO/Construction	X 6-Other	TOTAL/SCORE			
Establishment Name: Concession Stand 2				Contact/Owner Name:			Number of Repeat Violations: 0		N/A		
Physical Address: 425 Boss Range Road				Pest control :		Grease trap :		Follow-up: No			
Compliance Status: Out = not in compliance IN = in compliance NO = not observed NA = not applicable COS = corrected on site R = repeat violation W = Watch Mark the appropriate points in the OUT box for each numbered item Mark '✓' a checkmark in appropriate box for IN, NO, NA, COS Mark an X in appropriate box for R											
Priority Items (3 Points) violations Require Immediate Corrective Action not to exceed 3 days											
Compliance Status		Time and Temperature for Food Safety (F = degrees Fahrenheit)		R	Compliance Status		Employee Health		R		
O	I	N	N	A	C	O	S				
U	T										
								12. Management, food employees and conditional employees; knowledge, responsibilities, and reporting			
								13. Proper use of restriction and exclusion; No discharge from eyes, nose, and mouth			
								Preventing Contamination by Hands			
								14. Hands cleaned and properly washed/ Gloves used properly			
								15. No bare hand contact with ready to eat foods or approved alternate method properly followed			
								Highly Susceptible Populations			
								16. Pasteurized foods used; prohibited food not offered Pasteurized eggs used when required			
								Chemicals			
								17. Food additives; approved and properly stored; Washing Fruits & Vegetables			
								18. Toxic substances properly identified, stored and used			
								Water/ Plumbing			
								19. Water from approved source; Plumbing installed; proper backflow device			
								20. Approved Sewage/Wastewater Disposal System, proper disposal			
Priority Foundation Items (2 Points) violations Require Corrective Action within 10 days											
Compliance Status		Demonstration of Knowledge/ Personnel		R	Compliance Status		Food Temperature Control/ Identification		R		
O	I	N	N	A	C	O	S				
U	T										
								27. Proper cooling method used; Equipment Adequate to Maintain Product Temperature			
								28. Proper Date Marking and disposition			
								29. Thermometers provided, accurate, and calibrated; Chemical/ Thermal test strips			
								Permit Requirement, Prerequisite for Operation			
								30. Food Establishment Permit (Current and Valid)			
								Utensils, Equipment, and Vending			
								31. Adequate handwashing facilities: Accessible and properly supplied, used			
								32. Food and Non-food Contact surfaces cleanable, properly designed, constructed, and used			
								33. Warewashing Facilities; installed, maintained, used/ Service sink or curb cleaning facility provided			
Core Items (1 Point) Violations Require Corrective Action Not to Exceed 90 Days or Next Inspection , Whichever Comes First											
Compliance Status		Prevention of Food Contamination		R	Compliance Status		Food Identification		R		
O	I	N	N	A	C	O	S				
U	T										
								41.Original container labeling (Bulk Food)			
								Physical Facilities			
								42. Non-Food Contact surfaces clean			
								43. Adequate ventilation and lighting; designated areas used			
								44. Garbage and Refuse properly disposed; facilities maintained			
								45. Physical facilities installed, maintained, and clean			
								46. Toilet Facilities; properly constructed, supplied, and clean			
								47. Other Violations			

Form EH-06 (Revised 09-2015)

SITE PHOTOS



FI-7242

SITE PHOTOS



FI-7242



CITY COUNCIL AGENDA ITEM REQUEST

Proposed agenda Item

Solar-powered Meshtastic communications repeater

Request by

Mayor Clark

Date Submitted

10 Feb 2026

Priority

Semi Urgent: No time like the present

Background info

This project would provide resilient, off-grid backup communications for the Justin community during severe weather events, extended power outages, and other infrastructure disruptions. The system would be fully funded, installed, monitored, and maintained by JTXMesh volunteers at no cost to the City and without any structural modification to the water tower.

Expected Council Action

Seeking to set up a future agenda item and invite the Representative from the JTXMesh Community Network in to present and for council to consider approving this request. Attachments with this email.

Staff Preparation

I recognize that we are often resistant to the idea of mounting anything on our water towers. Make sure we are prepared, should this be accepted for a future agenda.. lets be prepared with tower concerns if any. I am 100% in support of this Repeater solution.

Proposal to Install a Solar-Powered Meshtastic Repeater On the Justin Water Tower

Submitted by: JTXMesh Community Network

Website: <https://jtxmesh.net>

Primary Contact: James Bowling

Email: jb@jtxmesh.net

Mobile: 281-236-7469

Date: _____

Executive Summary

JTXMesh respectfully requests permission to install a small, solar-powered Meshtastic repeater on a City of Justin water tower. This system will provide resilient emergency and community communications at no cost to the City. All equipment will be funded, maintained, and operated by volunteers.

Project Purpose and Benefits

This project supports:

- Emergency communications during outages and disasters
- Disaster response coordination
- Power-outage resilience
- Neighborhood communication
- Community technology education

Technical Overview

- Device: SenseCAP Solar Node P1-Pro
- Antenna: 8 dBi LoRa Antenna
- Power: Integrated solar and battery system
- Frequency: FCC Part 15 compliant ISM band
- Operation: Low-power digital messaging network

Coverage and Performance

Placement on the water tower will maximize line-of-sight and coverage throughout Justin and surrounding areas while minimizing equipment footprint.

Installation Plan

- Mounted on existing railing or handrails
- Clamp/strap mounting only
- No drilling, welding, or structural modification
- Installed by certified climbers using proper PPE
- City supervision welcomed if desired

Operations and Maintenance

- Remote performance monitoring
- Physical inspections every 6 to 12 months
- Battery replacement and repairs by JTXMesh
- Software updates as required

Risk Management and Mitigation

- No structural modification
- No electrical interconnection with City systems
- FCC-compliant low-power operation
- Volunteer-only access
- Immediate shutdown if issues arise
- Full indemnification of the City

Emergency Coordination

JTXMesh is willing to coordinate with City emergency management, CERT teams, and first responders when requested.

Governance and Accountability

JTXMesh maintains designated coordinators responsible for operations, maintenance, and liaison with the City of Justin.

Liability, Compliance, and Indemnification

- Operates under FCC Part 15 regulations
- JTXMesh assumes responsibility for all equipment
- City held harmless from related claims
- Formal indemnification available if required

Cost and Funding

- All costs covered by JTXMesh community members
- No City funding required
- No City resources required

Memorandum of Understanding (Optional)

JTXMesh is willing to enter into a simple Memorandum of Understanding outlining responsibilities and termination procedures.

Decommissioning and Removal

- Prompt removal upon request
- Restoration of site to original condition
- Proper disposal of equipment

Implementation Timeline

Deployment within 30 days of approval.

Contact Information

James Bowling
JTXMesh Community Network
Email: jb@jtxmesh.net
Mobile: 281-236-7469
Website: <https://jtxmesh.net>

Proposed Installation Locations

JTXMesh proposes installing the repeater on one of two existing municipal water towers. Either structure is acceptable, with preference given to the higher-elevation Timberbrook tower to maximize radio coverage and reliability.

- Installation on either tower is acceptable
- Final selection may be determined by City preference
- Timberbrook tower preferred due to higher elevation

Why the Higher Tower Is Preferred

Increased elevation improves line-of-sight, reduces signal obstruction, and extends effective coverage radius. Utilizing the higher Timberbrook tower allows maximum community coverage using a single low-power repeater, reducing the need for additional infrastructure.

Solar Orientation and Power Optimization

To maximize energy production and battery reliability, the solar-powered node will be mounted facing east. This orientation provides optimal exposure to morning and mid-day sunlight, improves charging consistency, and enhances system reliability during extended cloudy periods or winter months.

Candidate Water Tower Locations (Aerial Views)

The following images identify the two candidate towers.



Figure 1: Downtown Water Tower – Alternate Location (Lower Elevation)



Figure 2: Timberbrook Water Towers – Preferred Location (Higher Elevation)

Mounting and Placement Details

- Mounting on existing handrail or railing near beacon
- Clamp or strap attachment only
- No drilling or permanent modification
- Low-profile placement
- Solar panel oriented eastward for optimal charging

JTXMesh will coordinate closely with City staff to determine the final installation location and ensure all safety and compliance requirements are met.

Appendix A – Frequently Asked Questions

Q: What is Meshtastic?

A: An open-source, off-grid mesh communication system for short text and location messaging.

Q: Is a license required?

A: No. It operates under FCC Part 15 unlicensed ISM bands.

Q: What can it transmit?

A: Short text messages and GPS location data.

Q: Will it interfere with City systems?

A: No. It operates at low power on separate frequencies.

Q: How far does it reach?

A: Range depends on terrain and elevation.

Q: Is it secure?

A: It supports encryption and functions as a resilient backup layer.

Q: Who maintains it?

A: JTXMesh volunteers handle all maintenance.

Q: What happens if problems occur?

A: The system will be shut down and removed if required.

Appendix B – Comparable Community Mesh Network Case Study

Austin Mesh Project (Austin, Texas)

The Austin Mesh Project is a volunteer-operated community mesh network that builds a decentralized, off-grid text messaging system using low-power radios and solar-powered nodes.

Key characteristics include:

- Solar-powered repeater nodes
- Community-led governance
- Volunteer installation and maintenance
- Open technical standards
- Public education initiatives
- Cooperation with local organizations
- Focus on resilience and redundancy

Its continued growth demonstrates that community mesh networks can operate safely and responsibly in partnership with municipalities.

Approval Acknowledgment

City of Justin Representative: _____

Title: _____

Date: _____

JTXMesh Representative: _____

Name: James Bowling

Date: _____



CITY COUNCIL AGENDA ITEM REQUEST

Proposed agenda Item

Request to Add a Local 5% Senior Property Tax Reduction

Request by

Councilman Mendoza

Date Submitted

12/08/2025

Priority**Background info**

Many seniors in Justin live on fixed incomes and face rising costs for healthcare, utilities, and essentials.

A modest 5% reduction in city property taxes would provide meaningful relief without significantly impacting city revenue.

Many seniors in Justin live on fixed incomes and face rising costs for healthcare, utilities, and essentials.

A modest 5% reduction in city property taxes would provide meaningful relief without significantly impacting city revenue.

Expected Council Action

Texas law already recognizes the unique financial challenges seniors face by offering exemptions, freezes, and deferrals.

By proactively adopting a local allowance, the City Council can dispel confusion around the “ 5% ” figure (currently tied to deferrals) and show leadership in clarifying property tax policy.

Staff Preparation

Research implementation and budget impact

Property Tax Exemption Analysis

A Comprehensive Review of Current Exemptions,
Proposed Enhancements & 5-Year Financial Impact

2,806
Total Parcels

\$1.21B
Total Assessed Value

\$0.67
Current Tax Rate (per \$100)



What Are Property Tax Exemptions?



Definition

A property tax exemption reduces the taxable value of a property, lowering the amount of property tax owed. Exemptions are granted by taxing units — including cities — as a matter of local policy under the Texas Property Tax Code.

Exemptions do NOT eliminate the tax. They reduce the assessed value on which the tax is calculated.

How It Works

Assessed Value	\$300,000
– Homestead Exemption (10%)	–\$30,000
– Over-65 Exemption	–\$20,000
= Taxable Value	\$250,000
× Tax Rate (\$0.67/\$100)	= \$1,675 Tax Bill

Three Types Justin Currently Offers



General Homestead

Required
by State

Available to all homeowners who use the property as their primary residence. Reduces taxable value by a set percentage or dollar amount.



Over-65 (Senior)

Optional
for Cities

Additional exemption for homeowners aged 65 or older. Provides relief for seniors on fixed incomes and includes a tax ceiling (freeze).



Disability

Optional
for Cities

Available to qualified disabled persons. Provides the same benefits as the Over-65 exemption and cannot be combined with it.

Justin's Current Exemption Profile



2,806

Total Parcels
in City

\$1.213B

Total Assessed
Value

1,929

Homestead
Parcels

509

Over-65
Parcels

28

Disability
Parcels

Currently Adopted Exemptions

Exemption Type	Current Amount	State Maximum	# Parcels	Total Value Exempted	Revenue Impact @ \$0.67
General Homestead	10% (min \$5k)	20%	1,929	\$80.3M	-\$813,050
Over-65	\$20,000 flat	Unlimited*	509	\$10.2M	-\$68,206
Disability	\$20,000 flat	Unlimited*	28	\$560K	-\$3,752
TOTAL ANNUAL IMPACT			2,466	\$91.0M	-\$885,008

*Texas law allows cities to set any dollar amount for OV65/Disability; some cities grant full exemption.

 At the current tax rate of \$0.67 per \$100, Justin's current exemptions reduce annual city tax revenues by approximately \$885,008 — primarily driven by the Homestead exemption which accounts for 92% of total revenue impact.

Homestead Exemption — How It Works & Financial Impact



What Is It?

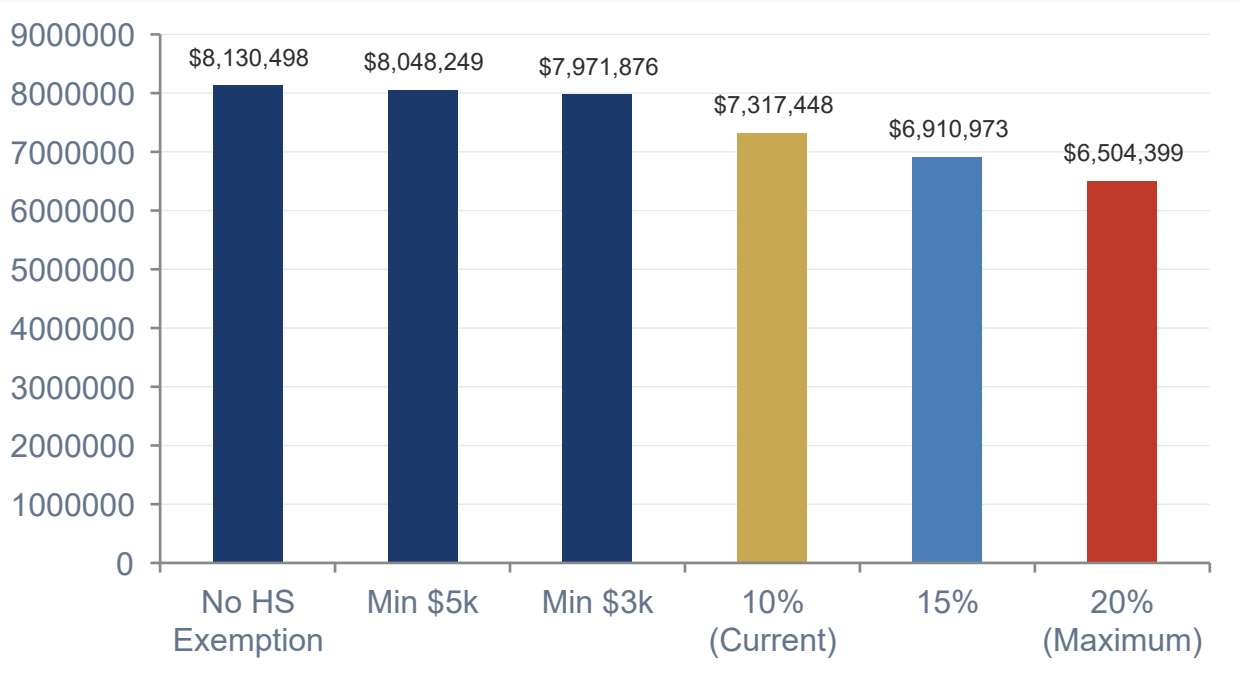
A homestead exemption reduces the taxable value of a homeowner's primary residence. Texas law requires ALL taxing units to grant a \$140,000 homestead exemption at the school district level. Cities may optionally grant an additional local exemption up to 20% of appraised value (minimum \$5,000).

Justin's Current Homestead Policy

Exemption Rate	10% of Appraised Value
Minimum Floor	\$5,000
Eligible Parcels	1,929 homesteads
Total Taxable Value	\$802.6 Million
Value Exempted	\$80.3 Million (10%)
Annual Revenue Impact	-\$813,050

Qualifications: Must be owner's primary residence.
Filed once with DCAD; automatically renews.

Revenue Impact at Different Exemption Levels



\$813K

Revenue Lost
@ 10% (Current)

\$1.22M

Revenue Lost
@ 15%

\$1.63M

Revenue Lost
@ 20% (Max)

Required Tax Rate to Maintain Revenue

\$0.6700

Baseline

\$0.7076

+\$0.0376

\$0.8375

+\$0.1675

Over-65 & Disability Exemptions — How They Work



Over-65 Exemption

Eligible Homeowners	Age 65 or older on Jan 1
Current Justin Amount	\$20,000 off taxable value
Eligible Parcels	509 (493 primary + 16 surviving spouses)
Total Value of OV65 Props	\$194.5 Million
Total Exempted Value	\$10.18 Million
Annual Revenue Impact	-\$68,206
Tax Rate to Recoup	\$0.6743 (+\$0.0043)

TAX CEILING: Once an OV65 exemption is applied, the city tax bill is FROZEN — it cannot exceed the year the exemption was first granted, even if values rise. This is automatic under Texas law.



Disability Exemption

Eligible Homeowners	Qualify under SSA disability definition
Current Justin Amount	\$20,000 off taxable value
Eligible Parcels	28
Total Value of DP Props	\$10.74 Million
Total Exempted Value	\$560,000
Annual Revenue Impact	-\$3,752
Tax Rate to Recoup	\$0.6702 (+\$0.0002)

CANNOT COMBINE: A homeowner cannot receive BOTH Over-65 and Disability exemptions simultaneously. They receive whichever is more beneficial. Age 65+ automatically qualifies for the OV65 freeze.

Combined Annual Revenue Impact of All Current Exemptions: -\$885,008 (HS \$813,050 + OV65 \$68,206 + Disability \$3,752) This represents approximately 10.9% of gross potential tax revenue.

Proposed Enhancement — Additional 5% for Over-65 Homeowners



PROPOSAL: Add a 5% of Appraised Value exemption to all Over-65 homeowners, in addition to the existing \$20,000 flat exemption — bringing total Over-65 relief to both a percentage-based AND dollar-based benefit.

Before vs. After Comparison

Exemption Type	CURRENT	PROPOSED	
Flat Dollar Exemption	\$20,000	\$20,000 (unchanged)	
Percentage Exemption	None	5% of Appraised Value	
Example: \$300K Home	\$300K – \$20K = \$280K taxable	\$300K – \$20K – \$15K = \$265K taxable	
Tax Bill (example @ \$0.67)	\$1,876	\$1,776 (–\$100 savings)	
Additional Value Exempted (citywide)	—	+\$9,723,884	
Additional Annual Revenue Impact	—	–\$65,150	
Total OV65 Revenue Impact	–\$68,206	–\$133,356	
509 Households Impacted	\$9.7M Added Exempted Value	–\$65,150 Additional Revenue Impact	\$0.0043 Rate Increase to Offset

5-Year Phased Implementation Plan



Gradually increasing exemptions allows for budget adjustment, taxpayer communication, and rate planning.

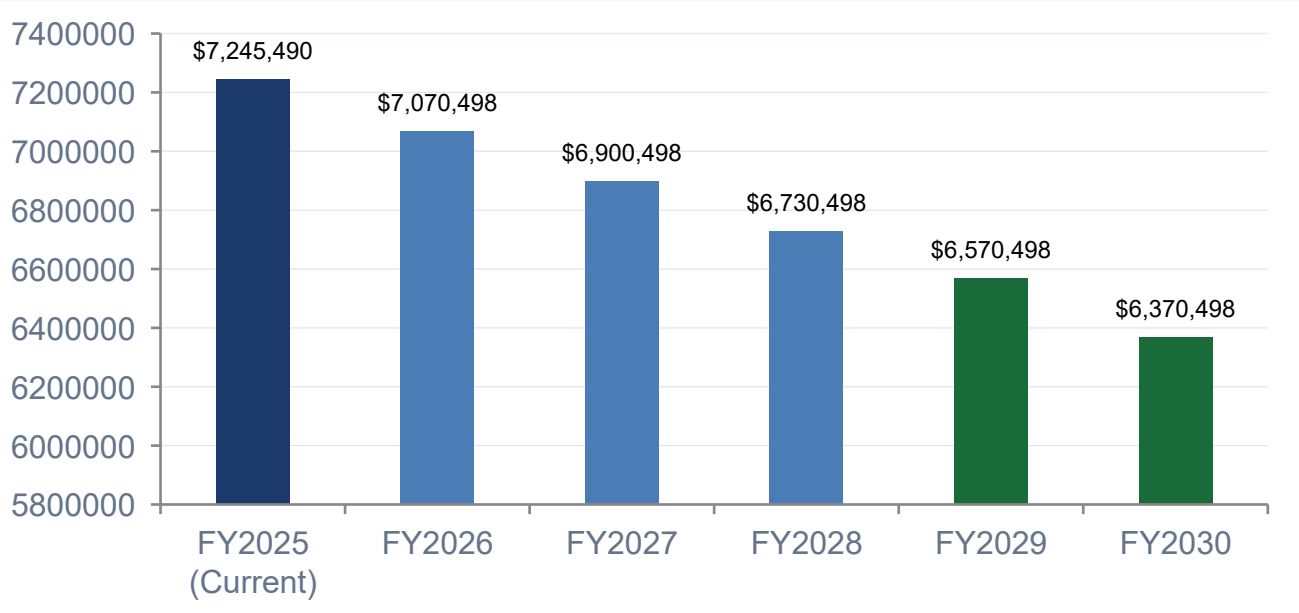
FY 2025 (Current)	FY 2026 Year 1	FY 2027 Year 2	FY 2028 Year 3	FY 2029 Year 4	FY 2030 Year 5
HS Rate 10%	HS Rate 12%	HS Rate 14%	HS Rate 16%	HS Rate 18%	HS Rate 20%
OV65 \$20,000	OV65 \$20k + 1%	OV65 \$20k + 2%	OV65 \$20k + 3%	OV65 \$20k + 4%	OV65 \$20k + 5%
Disability \$20,000	Disability \$20,000	Disability \$20,000	Disability \$20,000	Disability \$20,000	Disability \$20,000
Revenue Loss \$885K	Revenue Loss \$1.06M	Revenue Loss \$1.23M	Revenue Loss \$1.40M	Revenue Loss \$1.56M	Revenue Loss \$1.76M
Net Revenue \$7.25M	Net Revenue \$7.07M	Net Revenue \$6.90M	Net Revenue \$6.73M	Net Revenue \$6.57M	Net Revenue \$6.37M
Rate to Maintain \$0.670	Rate to Maintain \$0.687	Rate to Maintain \$0.711	Rate to Maintain \$0.729	Rate to Maintain \$0.747	Rate to Maintain \$0.761



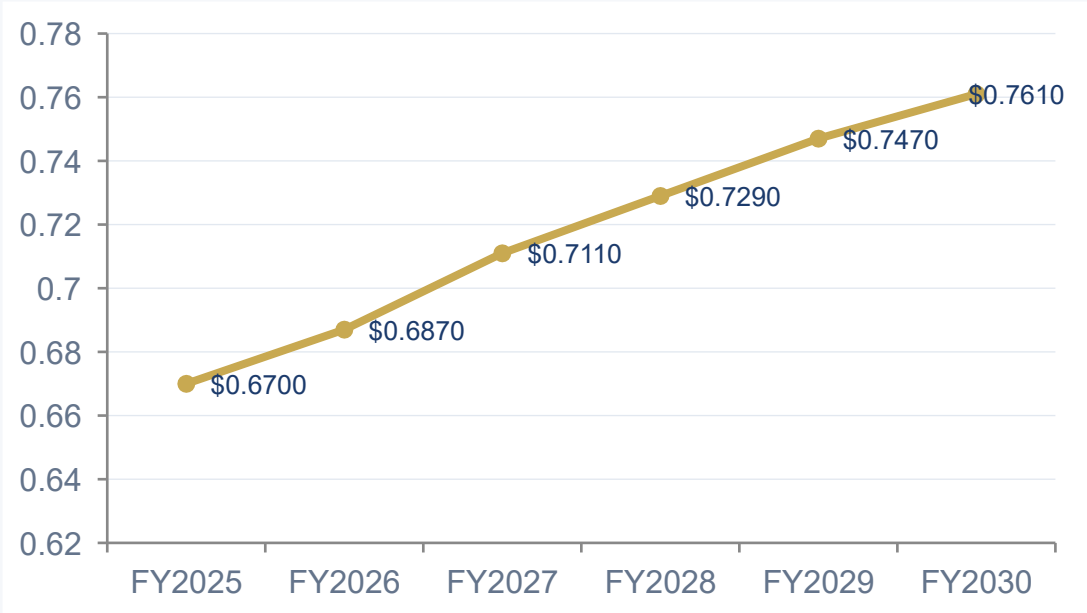
5-Year Financial Impact — Revenue & Tax Rate Analysis



Projected Annual Revenue by Year



Required Tax Rate to Maintain Revenue



Detailed 5-Year Summary Table

Fiscal Year	HS %	OV65	Revenue Loss (vs Baseline)	Total Revenue @ Current Rate	Rate to Maintain Revenue	Rate Increase
FY 2025 (Baseline)	10%	\$20,000	-\$885,008	\$7,245,490	\$0.6700	Baseline
FY 2026 — Year 1	12%	\$20k + 1%	-\$1,060,000	\$7,070,498	\$0.6870	+\$0.017
FY 2027 — Year 2	14%	\$20k + 2%	-\$1,230,000	\$6,900,498	\$0.7110	+\$0.041
FY 2028 — Year 3	16%	\$20k + 3%	-\$1,400,000	\$6,730,498	\$0.7290	+\$0.059
FY 2029 — Year 4	18%	\$20k + 4%	-\$1,560,000	\$6,570,498	\$0.7470	+\$0.077
FY 2030 — Year 5	20%	\$20k + 5%	-\$1,760,000	\$6,370,498	\$0.7614	+\$0.091

Equity Considerations — Who Benefits & Who Pays?



✓ Who Benefits from Exemptions

Homeowners (1,929)

Save \$537–\$5,370+/yr based on home value. A \$300K home saves ~\$2,013/yr with 10% HS exemption.

Seniors 65+ (509)

Tax-capped bills + \$20K flat exemption. With proposed 5% add-on, additional ~\$100–\$200/yr savings.

Disabled Homeowners (28)

Same protection as OV65 — \$20K reduction and tax ceiling, providing cost-of-living stability.

Fixed-Income Residents

Most impactful for those on fixed incomes who face rising home values without rising income.

Long-Term Residents

Tax ceilings protect against being priced out of homes owned for decades.

Tradeoffs & Equity Considerations

Revenue Shift to Non-HS Properties

Commercial, industrial, and non-homesteaded properties effectively bear a larger proportional share of the tax burden as residential exemptions grow.

Tax Rate Increases for All

To maintain city services, the tax rate must rise — affecting ALL property owners including those receiving the exemptions.

Renters Are Not Protected

Renters receive no direct benefit from homestead exemptions. Landlords may increase rents if their costs (and rates) rise.

High-Value Home Bias

Percentage-based exemptions (like the 10%/20% HS) provide greater absolute dollar benefit to owners of higher-value homes.

 **POLICY CONSIDERATION:** The city may wish to consider pairing exemption increases with a review of the overall tax rate trajectory to ensure that service levels are maintained while providing meaningful relief to the residents who need it most.

Summary & Policy Recommendations



City of Justin, Texas - Property Tax Exemption Analysis 2025

KEY FINDINGS

- 1. Justin's 2,806 parcels have a combined assessed value of \$1.213 Billion at a \$0.67/\$100 tax rate.
- 2. Current exemptions (HS 10%, OV65 \$20K, DP \$20K) reduce annual revenue by ~\$885,008.
- 3. Homestead exemption accounts for 92% of total revenue impact (\$813,050).
- 4. 509 Over-65 parcels benefit from the existing exemption and tax ceiling protection.
- 5. Adding 5% to Over-65 would cost ~\$65,150 in additional annual revenue.
- 6. Full maximum implementation would require a rate increase from \$0.67 to ~\$0.76.

RECOMMENDATIONS

Option A

Status Quo + OV65 Enhancement

Keep HS at 10%, add the proposed 5% appraised value exemption for Over-65. Low fiscal impact (-\$65K/yr). High community goodwill.

Option B

Phased Full Maximum

Execute the 5-year plan: +2% HS per year to reach 20%, +1% OV65 annually to reach +5%. Allows budget adjustment each cycle.

Option C

Targeted Mid-Point

Increase HS to 15%, OV65 to \$20K + 3%. Balances taxpayer relief with revenue stability. Rate increase of ~\$0.059/\$100.

Next Step: Council direction on preferred adoption scenario for FY 2026 budget planning.



March 23, 2026

Pattillo, Brown & Hill, L.L.P.
401 West State Highway 6
Waco, Texas 76710

This representation letter is provided in connection with your audit of the financial statements the City of Justin, Texas ("the City"), which comprise the statement of financial position as of September 30, 2025, and the related statements of operations, and cash flows for the year then ended, and the related notes to the financial statements, for the purpose of expressing an opinion on whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information such that, in the light of surrounding circumstances, there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

We confirm that, to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves as of March 23, 2026.

Financial Statements

- We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated October 24, 2025, for the preparation and fair presentation of the financial statements of the various opinion units referred to above in accordance with U.S. GAAP.
- The financial statements referred to above have been fairly presented in accordance with U.S. GAAP and include all properly classified funds, required supplementary information, and notes to the basic financial statements.
- We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- The methods, data, and significant assumptions used by us in making accounting estimates and their related disclosures are appropriate to achieve recognition, measurement, or disclosure that is reasonable in the context of U.S. GAAP.
- All related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of U.S. GAAP.
- All events subsequent to the date of the financial statements and for which U.S. GAAP requires adjustment or disclosure have been adjusted or disclosed.
- There are no uncorrected misstatements since all adjustments proposed by you, material or immaterial, have been recorded.
- We are not aware of any pending or threatened litigation, claims, or assessments, or unasserted claims or assessments that are required to be accrued or disclosed in the financial statements in accordance with U.S. [GASB Statement No. 62, Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA](#)

Pronouncements which codifies FASB Accounting Standards Codification™ (ASC) 450, Contingencies, and we have not consulted a lawyer concerning litigation, claims, or assessments.

- All component units, as well as joint ventures with an equity interest, are included and other joint ventures and related organizations are properly disclosed.
- All funds and activities are properly classified.
- All funds that meet the quantitative criteria in Government Accounting Standards Board (GASB) Statement No. 34, Basic Financial Statements—and Management's Discussion and Analysis—for State and Local Governments, GASB Statement No. 37, Basic Financial Statements—and Management's Discussion and Analysis—for State and Local Governments: Omnibus, and GASB Statement No. 65, Items Previously Reported as Assets and Liabilities, for presentation as major are identified and presented as such and all other funds that are presented as major are considered important to financial statement users.
- All net position components and fund balance classifications have been properly reported and, if applicable, approved.
- All revenues within the statement of activities have been properly classified as program revenues, general revenues, contributions to term or permanent endowments, or contributions to permanent fund principal.
- All expenses have been properly classified in or allocated to functions and programs in the statement of activities, and allocations, if any, have been made on a reasonable basis.
- All interfund and intra-entity transactions and balances have been properly classified and reported.
- Special items and extraordinary items have been properly classified and reported.
- Deposit and investment risks have been properly and fully disclosed.
- Capital assets, including infrastructure assets and right-to-use assets, are properly capitalized, reported, and if applicable, depreciated or amortized.
- All required supplementary information is measured and presented within the prescribed guidelines.
- Nonexchange and exchange financial guarantees, either written or oral, under which it is more likely than not that a liability exists have been properly recorded, or if we are obligated in any manner, are disclosed.
- We acknowledge our responsibility for compliance with the laws, regulations, and provisions of contracts and grant agreements.
- We have reviewed, approved, and taken responsibility for the financial statements and related notes.
- We have a process to track the status of audit findings and recommendations.
- We have identified and communicated to you all previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
- With regard to items reported at fair value:
 - The underlying assumptions are reasonable and they appropriately reflect management's intent and ability to carry out its stated courses of action.
 - The measurement methods and related assumptions used in determining fair value are appropriate in the circumstances and have been consistently applied.
 - The disclosures related to fair values are complete, adequate, and in conformity with U.S. GAAP [*or insert applicable financial reporting framework*].
 - There are no subsequent events that require adjustments to the fair value measurements and disclosures included in the financial statements.
- With regard to pensions and OPEB:
 - We believe that the actuarial assumptions and methods used to measure pension and OPEB liabilities and costs for financial accounting purposes are appropriate in the circumstances.
 - We are unable to determine the possibility of a withdrawal liability from the [insert Name of Plan,] of which we are a sponsor and are not currently contemplating withdrawing from the [insert name of Plan].

- Increases in benefits, elimination of benefits and all similar amendments have been disclosed in accordance with U.S. GAAP [or insert applicable financial reporting framework] and are included in the most recent actuarial valuation, or disclosed as a subsequent event.
- We have conducted a comprehensive risk assessment and disclosed all material concentrations and constraints in accordance with GASB Statement No. 102, Certain Risk Disclosures. These disclosures provide sufficient detail to enable users of financial statements to understand the nature of the circumstances disclosed and the government's vulnerability to the risk of a substantial impact associated with the concentration or constraint, if applicable.
- We have evaluated the concentrations and constraints, including those that occur subsequent to the statement of net position date but before the financial statements are issued and have been properly disclosed in the financial statements as subsequent events.
- With respect to assisting with the preparing of the financial statements and related notes, we have performed the following:
 - Made all management decisions and performed all management functions;
 - Assigned a competent individual to oversee the services;
 - Evaluated the adequacy of the services performed;
 - Evaluated and accepted responsibility for the result of the service performed; and
 - Established and maintained internal controls, including monitoring ongoing activities.
- We agree with the findings of specialists in evaluating the following:
 - the valuation of the net pension liability, net OPEB liability and total OPEB liability and related deferred inflows and outflows.

For each of these specialists, we have adequately considered the qualifications of the specialist in determining the amounts and disclosures used in the financial statements and underlying accounting records. We did not give or cause any instructions to be given to specialists with respect to the values or amounts derived in an attempt to bias their work, and we are not otherwise aware of any matters that have had an impact on the independence or objectivity of the specialists.

- There have been no cybersecurity breaches or other cyber events whose effects should be considered for disclosure in the financial statements, as a basis for recording a loss contingency, or otherwise considered when preparing the financial statements.
- As part of your audit, you assisted with preparation of the financial statements and related notes. We acknowledge our responsibility as it relates to those non-audit services, including that we assume all management responsibilities; oversee the services by designating an individual, who possesses suitable skill, knowledge, experience; evaluate the adequacy and results of the services performed; and accept responsibility for the results of the services. We have reviewed, approved, and accepted responsibility for those financial statements and the related notes.

Information Provided

- We have provided you with:
 - Access to all information, of which we are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters;
 - Additional information that you have requested from us for the purpose of the audit;
 - Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence;
 - A written acknowledgement of all the documents that we expect to issue that will be included in the annual report and the planned timing and method of issuance of that annual report;
 - A final version of the annual report (including all the documents that, together, comprise the annual report) in a timely manner prior to the date of the auditor's report.

City of Justin | 415 N College Ave. Justin, TX 76247 | 940-648-2541

www.cityofjustin.com

- The financial statements and any other information included in the annual report are consistent with one another, and the other information does not contain any material misstatements.
- All transactions have been recorded in the accounting records and are reflected in the financial statements.
- We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- We have provided to you our evaluation of the entity's ability to continue as a going concern, including significant conditions and events present, and we believe that our use of the going concern basis of accounting is appropriate.
- We have no knowledge of any fraud or suspected fraud that affects the entity and involves:
 - Management;
 - Employees who have significant roles in internal control; or
 - Others when the fraud could have a material effect on the financial statements.
- We have no knowledge of any instances, that have occurred or are likely to have occurred, of fraud and noncompliance with provisions of laws and regulations that have a material effect on the financial statements or other financial data significant to the audit objectives, and any other instances that warrant the attention of those charged with governance, whether communicated by employees, former employees, vendors (contractors), analysts, regulators, or others
- We have no knowledge of any instances that have occurred or are likely to have occurred, of noncompliance with provisions of contracts and grant agreements that has a material effect on the determination of financial statement amounts or other financial data significant to the audit objectives.
- We have no knowledge of any instances that have occurred or are likely to have occurred of abuse that could be quantitatively or qualitatively material to the financial statements or other financial data significant to the audit objectives.
- We have a process to track the status of audit findings and recommendations.
- We have identified for you all previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
- We are not aware of any pending or threatened litigation, claims, and assessments whose effects should be considered when preparing the financial statements and we have not consulted legal counsel concerning litigation, claims, or assessments.
- We have disclosed to you the identity of all the entity's related parties and the nature of all the related party relationships and transactions of which we are aware.
- There have been no communications from regulatory agencies concerning noncompliance with or deficiencies in accounting, internal control, or financial reporting practices.
- The City has no plans or intentions that may materially affect the carrying value or classification of assets and liabilities.
- We have disclosed to you all guarantees, whether written or oral, under which the City is contingently liable.
- We have disclosed to you all nonexchange financial guarantees, under which we are obligated and have declared liabilities and disclosed properly in accordance with GASB Statement No. 70, Accounting and Financial Reporting for Nonexchange Financial Guarantees, for those guarantees where it is more likely than not that the entity will make a payment on any guarantee.
- For nonexchange financial guarantees where we have declared liabilities, the amount of the liability recognized is the discounted present value of the best estimate of the future outflows expected to be incurred as a result of the guarantee. Where there was no best estimate but a range of estimated future outflows has been established, we have recognized the minimum amount within the range.
- We have disclosed to you all significant estimates and material concentrations known to management that are required to be disclosed in accordance with GASB Statement No. 62 (GASB-62), Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements. Significant estimates are estimates at

the balance sheet date that could change materially within the next year. Concentrations refer to volumes of business, revenues, available sources of supply, or markets or geographic areas for which events could occur that would significantly disrupt normal finances within the next year.

- We have identified and disclosed to you the laws, regulations, and provisions of contracts and grant agreements that could have a direct and material effect on financial statement amounts, including legal and contractual provisions for reporting specific activities in separate funds.
- There are no:
 - Violations or possible violations of laws or regulations, or provisions of contracts or grant agreements whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss contingency, including applicable budget laws and regulations.
 - Unasserted claims or assessments that our lawyer has advised are probable of assertion and must be disclosed in accordance with GASB-62.
 - Other liabilities or gain or loss contingencies that are required to be accrued or disclosed by GASB-62
 - Continuing disclosure consent decree agreements or filings with the Securities and Exchange Commission and we have filed updates on a timely basis in accordance with the agreements (Rule 240, 15c2-12).
- The City has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset or future revenue been pledged as collateral, except as disclosed to you.
- We have complied with all aspects of grant agreements and other contractual agreements that would have a material effect on the financial statements in the event of noncompliance.

In addition:

- We are responsible for understanding and complying with the requirements of federal statutes, regulations, and the terms and conditions of federal awards related to each of our federal programs and have identified and disclosed to you the federal statutes, regulations, and the terms and conditions of federal awards that are considered to have a direct and material effect on each major federal program; and we have complied with these direct and material compliance requirements.
- We are responsible for establishing and maintaining, and have established and maintained, effective internal control over compliance for federal programs that provide reasonable assurance that we are managing our federal awards in compliance with federal statutes, regulations, and the terms and conditions of the federal award that could have a material effect on our federal programs. Also, no changes have been made in the internal control over compliance or other factors that might significantly affect internal control, including any corrective action taken by management with regard to significant deficiencies and material weaknesses in internal control over compliance, have occurred subsequent to the period covered by the auditor's report.
- We are responsible for and have accurately completed the appropriate sections of the Data Collection Form and we are responsible for taking corrective action on audit findings of the compliance audit and have developed a corrective action plan that meets the requirements of the Uniform Guidance.
- We are responsible for preparing and implementing a corrective action plan for each audit finding.
- We have not completed the process of evaluating the effect that will result from adopting the guidance in Governmental Accounting Standards Board (GASB) Statements No. 103-105 as discussed in the note to the financial statements. The entity is therefore unable to disclose the effect that adopting the guidance in these standards will have on its financial position and the results of operations when such Statements are adopted.

Signed by:



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Jarrold Greenwood, City Manager

Signed by:



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Hailey Payne, Finance Director

City of Justin, Texas

Annual Financial Report

For the Year Ended
September 30, 2025

Prepared by:

Finance Department

CITY OF JUSTIN, TEXAS

FOR THE YEAR ENDED SEPTEMBER 30, 2025

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FINANCIAL SECTION

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INDEPENDENT AUDITOR'S REPORT

Honorable Mayor
and Members of City Council
City of Justin, Texas

Report on the Audit of the Financial Statements

Opinions

We have audited the financial statements of the governmental activities, the business-type activities, and each major fund of the City of Justin, Texas, as of and for the year ended September 30, 2025, and the related notes to the financial statements, which collectively comprise the City of Justin, Texas' basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Justin, Texas as of September 30, 2025, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City of Justin, Texas and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City of Justin, Texas' ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City of Justin, Texas' internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City of Justin, Texas' ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information, and pension information, as listed in the table of contents, to be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Justin, Texas' basic financial statements. The combining fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining fund financial statements are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated March 23, 2026, on our consideration of the City of Justin, Texas' internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering City of Justin, Texas' internal control over financial reporting and compliance.

Pattillo, Brown & Hill, L.L.P.

Waco, Texas
March 23, 2026

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MANAGEMENT'S DISCUSSION AND ANALYSIS

The purpose of the Management's Discussion and Analysis (MD&A) is to give the readers an objective and easily readable analysis of the financial activities of the City of Justin, Texas (the "City") for the year ended September 30, 2025. The analysis is based on currently known facts, decisions, or economic conditions. It presents short and long-term analysis of the City's activities, compares current year's results with those of the prior year, and discusses the positive and negative aspects of that comparison. Please read the MD&A in conjunction with the City's financial statements, which follow this section.

FINANCIAL HIGHLIGHTS

- The assets and deferred outflow of resources of the City of Justin exceeded its liabilities and deferred inflow of resources at the close of the most recent fiscal year by \$60,666,995 (net position) compared to \$48,379,117 for the prior year. Of this amount, \$18,164,961 (unrestricted net position) may be used to meet the City's ongoing obligations to citizens and creditors.
- The City's governmental activities net position increased by \$6,131,488 and the business-type activities net position increased by \$6,156,390.
- As of the close of the current fiscal year, the City's governmental funds reported combined ending fund balances of \$30,165,457 which is an increase of \$22,008,529 from the prior year.
- As of the close of the current fiscal year, unassigned fund balance for the general fund was \$6,723,419 which is 56.4% of total general fund expenditures.

OVERVIEW OF THE FINANCIAL STATEMENTS

The City's basic financial statements include (1) government-wide financial statements, (2) individual fund financial statements, and (3) notes to the financial statements. This report also includes required supplementary information intended to furnish budgetary schedules and pension information.

Government-wide Financial Statements. The government-wide statements report information for the City as a whole. These statements include transactions and balances relating to all assets, including infrastructure capital assets. These statements are designed to provide information about cost of services, operating results, and financial position of the City as an economic entity. The Statement of Net Position and the Statement of Activities, which appear first in the City's financial statements, report information on the City's activities that enable the reader to understand the financial condition of the City. These statements are prepared using the accrual basis of accounting, which is similar to the accounting method used by most private-sector companies. All of the current year revenues and expenses are taken into account even if cash has not yet changed hands.

The Statement of Net Position presents information on all of the City's assets, liabilities, and deferred outflows/inflows of resources, with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating. Other nonfinancial factors, such as the City's property tax base and the condition of the City's infrastructure, need to be considered in order to assess the overall health of the City.

The Statement of Activities presents information showing how the City's net position changed during the most recent year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows – the accrual method rather than modified accrual used in the fund level statements.

The Statement of Net Position and the Statement of Activities divide the City's financials into two classes of activities:

1. **Governmental Activities** – Most of the City's basic services are reported here including general government, public safety, public works, culture and recreation, economic development and community development. Sales tax, property tax, and charges for services finance most of these activities.
2. **Business-Type Activities** – The City charges a fee to customers to help it cover all or most of the cost of certain services it provides. The City's water and sewer system are reported here.

The government-wide financial statements include not only the City itself (known as the primary government), but also the legally separate Justin Economic Development Corporation (JEDC) and Justin Community Development Corporation (JCDC) (the component units). Financial information for JEDC and JCDC is reported as non-governmental funds for the City. The government-wide financial statements can be found after the Management Discussion & Analysis.

FUND FINANCIAL STATEMENTS

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance related legal requirements. All of the funds of the City can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental Funds. Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the year. Such information may be useful in evaluating the City's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the City's near-term financing decisions. Both the governmental funds balance sheet and the governmental funds statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the General Fund and the Capital Projects Fund, which are considered to be major funds for reporting purposes.

The City adopts an annual appropriated budget for its General Fund. A budgetary comparison schedule has been provided for this fund to demonstrate compliance with budget.

Proprietary Funds. The City maintains one type of proprietary fund, an enterprise fund. The enterprise fund is used to report the same functions presented as business-type activities in the government-wide financial statements. The City uses an enterprise fund to account for its utility (water and sewer) system.

Fiduciary Funds. Fiduciary funds are used to account for resources for which the City acts as a trustee or custodian. Resources held in fiduciary funds are not available to support the City's own programs and therefore are not reported in the government-wide financial statements. The accounting used for fiduciary funds is much like that used for proprietary funds.

The custodial fund of the City reports resources, not in a trust, which are held by the City for other parties outside of City's reporting entity. One custodial fund is reported by the City which reports collection of tax receipts related to a project improvement district and disbursement to the District's trustee and administrator to make debt service payments.

Notes to Financial Statements

The notes to the financial statements provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes are the last section of the basic financial statements.

Other Information

In addition to basic financial statements, this MD&A, and accompanying notes, this report also presents certain Required Supplementary Information (RSI). RSI includes a budgetary comparison schedule for the general fund and major special revenue funds and schedules of changes in net pension and total other postemployment benefits liability and related ratios and the schedule of contributions for the Texas Municipal Retirement System. RSI can be found after the notes to the basic financial statements.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

Statement of Net Position

The following table reflects the condensed Statement of Net Position:

	Governmental Activities		Business-type Activities		Totals	
	2025	2024	2025	2024	2025	2024
Current and other assets	\$ 32,553,541	\$ 9,000,132	\$ 16,055,130	\$ 9,293,277	\$ 48,608,671	\$ 18,293,409
Capital assets	21,692,003	15,904,731	35,028,505	34,906,835	56,720,508	50,811,566
Total assets	54,245,544	24,904,863	51,083,635	44,200,112	105,329,179	69,104,975
Deferred outflows of resources	263,623	273,209	83,428	81,004	347,051	354,213
Long-term liabilities	25,829,949	4,777,484	14,495,712	11,642,160	40,325,661	16,419,644
Other liabilities	3,720,823	1,594,417	821,658	2,951,296	4,542,481	4,545,713
Total liabilities	29,550,772	6,371,901	15,317,370	14,593,456	44,868,142	20,965,357
Deferred inflows of resources	121,524	100,788	19,569	13,926	141,093	114,714
Net position:						
Net investment in capital assets	11,572,111	11,159,028	20,013,786	21,282,411	31,585,897	32,441,439
Restricted	7,097,538	5,231,827	3,818,599	3,818,599	10,916,137	9,050,426
Unrestricted	6,167,222	2,314,528	11,997,739	4,572,724	18,164,961	6,887,252
Total net position	\$ 24,836,871	\$ 18,705,383	\$ 35,830,124	\$ 29,673,734	\$ 60,666,995	\$ 48,379,117

As noted earlier, net position may serve, over time, as a useful indicator of the City's financial position. Assets and deferred outflows of resources exceed liabilities and deferred inflows by \$60,666,995 as of year-end. The largest portion of the City's net position, \$31,585,897 reflects its investments in capital assets (e.g., land, buildings, improvements, construction in progress, and infrastructure) less any debt used to acquire those assets that is still outstanding. The City uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the City's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the assets themselves cannot be used to liquidate these liabilities.

A portion of the primary government's net position, \$10,916,137, represents resources that are subject to external restriction on how they may be used. The remaining balance of unrestricted net position \$18,164,961, or 29.94%, may be used to meet the government's ongoing obligation to citizens and creditors.

Total assets are \$105,329,179, an increase of \$36,224,204 compared to prior year. Total assets increased compared to the prior year primarily due to significant spending on capital assets, specifically utility improvements to account for sharp population growth. Total liabilities are \$44,868,142, a decrease of \$23,902,785 compared to prior year. The decrease is mainly due to the bond payments made during the fiscal year, combined with large payments made to vendors related to prior year's outstanding accounts payable. Total deferred outflows of resources are \$347,051, a decrease of \$7,162 compared to the prior year. Total deferred inflows of resources are \$141,093, an increase of \$26,379 compared to the prior year. The changes in deferred outflows and inflows of resources are due to the net differences between projected and actual investment earnings on pension plan assets.

Statement of Activities

The following table provides a summary of the City's changes in net position:

	Governmental Activities		Business-type Activities		Totals	
	2025	2024	2025	2024	2025	2024
Revenues:						
Program revenues:						
Charges for services	\$ 5,831,666	\$ 4,038,491	\$ 9,195,057	\$ 6,427,878	\$ 15,026,723	\$ 10,466,369
Operating grants and contributions	434,098	379,206	-	-	434,098	379,206
Capital grants and contributions	-	-	3,895,055	2,554,403	3,895,055	2,554,403
General revenues:						
Property tax	6,491,320	6,032,724	-	-	6,491,320	6,032,724
Sales tax	4,180,033	3,317,790	-	-	4,180,033	3,317,790
Franchise and local taxes	513,211	512,554	-	-	513,211	512,554
Investment earnings	443,848	82,392	146,688	345,127	590,536	427,519
Miscellaneous	429,907	237,145	85,470	63,115	515,377	300,260
Total revenues	<u>18,324,083</u>	<u>14,600,302</u>	<u>13,322,270</u>	<u>9,390,523</u>	<u>31,646,353</u>	<u>23,990,825</u>
Expenses:						
General government	2,826,097	2,443,710	-	-	2,826,097	2,443,710
Public safety:						
Police	2,538,157	2,598,019	-	-	2,538,157	2,598,019
Fire	2,302,051	2,099,861	-	-	2,302,051	2,099,861
Public works	1,857,336	1,354,005	-	-	1,857,336	1,354,005
Culture and recreation	1,331,244	1,349,139	-	-	1,331,244	1,349,139
Economic development	151,283	175,973	-	-	151,283	175,973
Community development	134,801	166,360	-	-	134,801	166,360
Interest on long-term debt	1,051,626	216,854	-	-	1,051,626	216,854
Water and sewer	-	-	7,165,880	5,153,249	7,165,880	5,153,249
Total expenses	<u>12,192,595</u>	<u>10,403,921</u>	<u>7,165,880</u>	<u>5,153,249</u>	<u>19,358,475</u>	<u>15,557,170</u>
Change in net position	6,131,488	4,196,381	6,156,390	4,237,274	12,287,878	8,433,655
Net position, beginning	<u>18,705,383</u>	<u>14,509,002</u>	<u>29,673,734</u>	<u>25,436,460</u>	<u>48,379,117</u>	<u>39,945,462</u>
Net position, ending	<u>\$ 24,836,871</u>	<u>\$ 18,705,383</u>	<u>\$ 35,830,124</u>	<u>\$ 29,673,734</u>	<u>\$ 60,666,995</u>	<u>\$ 48,379,117</u>

For the year, revenues from governmental activities totaled \$18,324,083, an increase of \$3,723,781 compared to the prior year. This increase is largely due to an increase in property tax revenues from an increase in the assessed values of properties within the City and an increase in the tax rate, along with an increase in charges for services which relates to increases in building permits and roadway impact fees. Expenses from governmental activities totaled \$12,192,595, an increase of \$1,788,674 compared to the prior year. This increase was mainly due to an increase in payroll cost from increases in wages and an increase in depreciation expense due to more capital assets being depreciated.

Revenues from business-type activities totaled \$13,322,270 a decrease of \$3,931,747 compared to the prior year. This decrease was largely related to a decrease in capital grants contributions related to the West Side sewer agreement in the amount of \$6.5 million, coupled with an increase in water and sewer fees of \$1.5 million due to an increase in customers. Expenses from business-type activities totaled \$7,165,880, an increase of \$2,012,631 compared to the prior year. The increase in expenses was largely a result of the increase in noncapital repair and maintenance projects along with the increase in demand of water with the increase in customers.

FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS

Governmental Funds: The focus of the City's governmental fund is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the City's financing requirements; in particular, unreserved fund balance may serve a measure of the government's net resources available for spending at the end of the fiscal year.

The City's governmental funds include the general fund and three special revenue funds. These special revenue funds are used to account for the activities of the City's blended component units; the Justin Economic Development Corporation (EDC) and the Justin Community Development Corporation (CDC) as well as the funds restricted for street maintenance improvements. EDC and CDC are controlled by the City Council of the City of Justin and their revenues are restricted for economic and community development as described in their by-laws. The City's residents approved via ballot measure to create the street maintenance fund in 2019, and the fund balance is restricted by Texas Statute to be used in accordance with a council-approved capital improvement plan.

The City's governmental fund balance at September 30, 2025 totaled \$30,165,457. The fund balance includes funds restricted for economic development (\$1,034,641), community development (\$1,258,637), debt service (\$2,112,874), child safety (\$13,373), building security (\$35,764), court technology (\$59,980), and street maintenance (\$1,921,366). The unassigned fund balance at September 30, 2025 is \$6,723,419.

General Fund – Revenues were \$15,070,945, with higher collections from property taxes (\$5,654,162), licenses and permits (\$5,402,186), and other categories compared to prior year. Expenditures totaled \$11,925,793, including \$2,685,677 in general government, \$4,319,969 in public safety, and \$1,919,236 in capital outlay. With \$1,771,491 in other financing sources, the fund balance increased by \$4,916,641 to \$9,610,439, mainly due to sustained growth in the tax base and development-related revenues activity exceeding expenditure increases.

Capital Projects Fund – During the year the City issued bonds to fund a new fire station. As a result fund balance increased by \$16 million.

Proprietary Funds: The City's proprietary fund statements provide the same type of information found in the government-wide financial statements, but in more detail.

Unrestricted Net Position of the Utility Fund at the end of the year amounted to \$11,997,739 with \$3,818,599 restricted for system upgrade/expansion. Water & Sewer Fund (Enterprise Fund) – Operating revenues were \$9,280,527, including \$9,195,057 from charges for services. Operating expenses were \$6,785,529, with the largest components being contractual services (\$1,900,646), water purchases (\$1,888,954), and depreciation (\$1,121,424). With non-operating revenues of \$3,661,392 (impact fees of \$3,895,055 and interest earnings of \$146,688) offsetting \$380,351 in interest expense, net position increased by \$6,156,390 to \$35,830,124, driven by growth in utility customer base and impact fee collections.

General Fund Budgetary Highlights Actual revenues collected exceeded management's original estimate of the General Fund's revenues by \$4,094,553, mostly caused by larger than expected grant revenues, tax revenues, and licenses and permits. Amendments during the year increased the General Fund's revenue budgets by \$241 primarily due to increased development and higher than anticipated licenses and permits revenue. Appropriations exceeded expenditures by \$3,113,225 primarily due to lower than anticipated principal payments on leases. Significant budget amendments for expenditures totaling \$4,028,316 included increases to capital outlay and increases to personnel costs and contract services primarily within general government and public safety.

CAPITAL ASSETS

The following are the City's investment in capital assets for its governmental and business-type activities as of September 30, 2025:

	Governmental Activities		Business-type Activities		Totals	
	2025	2024	2025	2024	2025	2024
Land	\$ 3,593,474	\$ 3,484,974	\$ 258,184	\$ 258,184	\$ 3,851,658	\$ 3,743,158
Construction in progress	4,561,867	668,876	148,331	14,832,316	4,710,198	15,501,192
Infrastructure	19,708,696	19,640,083	41,813,682	25,952,502	61,522,378	45,592,585
Buildings and improvements	1,323,504	983,193	-	-	1,323,504	983,193
Equipment and vehicles	4,996,622	3,083,504	1,746,447	1,732,797	6,743,069	4,816,301
Right-to-use leased assets	1,440,802	958,345	641,904	614,528	2,082,706	1,572,873
Accumulated depreciation	<u>(13,932,962)</u>	<u>(12,914,244)</u>	<u>(9,580,043)</u>	<u>(8,483,492)</u>	<u>(23,513,005)</u>	<u>(21,397,736)</u>
Total	\$ 21,692,003	\$ 15,904,731	\$ 35,028,505	\$ 34,906,835	\$ 56,720,508	\$ 50,811,566

Major capital asset additions included major improvements to the West Side Sewer and a ground storage tank and pump station.

Additional information on the City's capital assets can be found in the notes to the financial statements.

LONG-TERM DEBT

At the end of the current fiscal year, the City had long-term debt obligations as follows. This debt is secured by a combination of property taxes and a pledge of water and sewer revenues.

	Governmental Activities		Business-type Activities		Totals	
	2025	2024	2025	2024	2025	2024
Bonds payable	\$ 24,460,000	\$ 4,605,000	\$ 13,705,000	\$ 12,120,000	\$ 38,165,000	\$ 16,725,000
Bonds premiums	762,084	109,256	85,686	91,062	847,770	200,318
Leases payable	884,730	536,088	632,312	290,890	1,517,042	826,978
Compensated absences	<u>450,006</u>	<u>166,702</u>	<u>25,489</u>	<u>13,290</u>	<u>475,495</u>	<u>179,992</u>
Total	\$ 26,556,820	\$ 5,417,046	\$ 14,448,487	\$ 12,515,242	\$ 41,005,307	\$ 17,932,288

Additional information on the City's long term-debt can be found in the notes to the basic financial statements.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET

The Dallas-Fort Worth metropolitan area and Denton County continue to experience population growth, and the City of Justin has experienced corresponding increases in residential and commercial development. This trend is expected to continue; however, the pace of growth may vary based on broader economic conditions.

Ongoing residential development, including Timberbrook, The Preserve, Reatta Ridge, Treeline, and Oliver Creek Ranch, along with additional planned developments, is expected to contribute to incremental increases in population. Commercial development within areas such as Justin Town Square, Glen Coe, and along the FM 407 corridor is also anticipated to continue, which may provide additional diversification of the City's tax base over time.

The Fiscal Year 2025–2026 adopted General Fund budget totals \$13,970,654, reflecting increases from the prior year primarily associated with personnel, public safety, and infrastructure needs related to growth. Budgeted expenditures total \$13,970,654, with priorities for the fiscal year to include public safety operations, infrastructure maintenance and expansion, utility system needs, and staffing adjustments necessary to maintain service levels.

Capital outlays are budgeted across multiple departments and service level enhancements, including investments in parks, equipment, and infrastructure improvements.

CONTACTING THE CITY'S FINANCIAL MANAGEMENT

This financial report is designed to provide a general overview of the City's finances. Questions concerning any of the information provided in this report or requests for additional information may be obtained by contacting the Finance Director at 415 N. College Street, Justin, Texas 76247 or at 940-648-2541.

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BASIC FINANCIAL STATEMENTS

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CITY OF JUSTIN, TEXAS

STATEMENT OF NET POSITION

SEPTEMBER 30, 2025

	Primary Government		
	Governmental Activities	Business-Type Activities	Total
ASSETS			
Cash and cash equivalents	\$ 30,954,034	\$ 9,291,936	\$ 40,245,970
Receivables, net	861,577	1,164,608	2,026,185
Internal balances	208,518	(208,518)	-
Prepaid items	2,050	-	2,050
Restricted assets:			
Cash and cash equivalents	527,362	5,807,104	6,334,466
Capital assets:			
Nondepreciable	8,155,341	406,515	8,561,856
Depreciable, net	<u>13,536,662</u>	<u>34,621,990</u>	<u>48,158,652</u>
Total assets	<u>54,245,544</u>	<u>51,083,635</u>	<u>105,329,179</u>
DEFERRED OUTFLOWS OF RESOURCES			
Deferred loss on refunding	-	35,009	35,009
Pension related	<u>263,623</u>	<u>48,419</u>	<u>312,042</u>
Total deferred outflows of resources	<u>263,623</u>	<u>83,428</u>	<u>347,051</u>
LIABILITIES			
Accounts payable	1,772,536	215,180	1,987,716
Accrued liabilities	103,631	40,076	143,707
Interest payable	357,578	53,100	410,678
Customer deposits	-	513,302	513,302
Unearned revenue	466,952	-	466,952
Noncurrent liabilities:			
Long-term debt - due within one year	1,020,126	1,111,518	2,131,644
Long-term debt - due in more than one year	25,536,694	13,336,969	38,873,663
Net pension liability	<u>293,255</u>	<u>47,225</u>	<u>340,480</u>
Total liabilities	<u>29,550,772</u>	<u>15,317,370</u>	<u>44,868,142</u>
DEFERRED INFLOWS OF RESOURCES			
Pension related	<u>121,524</u>	<u>19,569</u>	<u>141,093</u>
Total deferred inflows of resources	<u>121,524</u>	<u>19,569</u>	<u>141,093</u>
NET POSITION			
Net investment in capital assets	11,572,111	20,013,786	31,585,897
Restricted for:			
Debt service	1,755,296	-	1,755,296
Community development	1,258,637	-	1,258,637
Economic development	1,034,641	-	1,034,641
Child safety	13,373	-	13,373
Building security	35,764	-	35,764
Court technology	59,980	-	59,980
Road improvements	1,018,481	-	1,018,481
Street maintenance	1,921,366	-	1,921,366
System upgrade/expansion	-	3,818,599	3,818,599
Unrestricted	<u>6,167,222</u>	<u>11,997,739</u>	<u>18,164,961</u>
Total net position	<u>\$ 24,836,871</u>	<u>\$ 35,830,124</u>	<u>\$ 60,666,995</u>

The notes to the financial statements are an integral part of these financial statements.

CITY OF JUSTIN, TEXAS

STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED SEPTEMBER 30, 2025

Functions/Programs	Expenses	Program Revenues		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions
Primary government:				
Governmental activities:				
General government	\$ 2,826,097	\$ 808,771	\$ 417,998	\$ -
Public safety:				
Police	2,538,157	3,739	-	-
Fire	2,302,051	-	-	-
Public works	1,857,336	4,964,832	-	-
Culture and recreation	1,331,244	54,324	16,100	-
Economic development	151,283	-	-	-
Community development	134,801	-	-	-
Interest and fiscal charges	1,051,626	-	-	-
Total governmental activities	<u>12,192,595</u>	<u>5,831,666</u>	<u>434,098</u>	<u>-</u>
Business-type activities:				
Water and sewer	<u>7,165,880</u>	<u>9,195,057</u>	<u>-</u>	<u>3,895,055</u>
Total business-type activities	<u>7,165,880</u>	<u>9,195,057</u>	<u>-</u>	<u>3,895,055</u>
Total primary government	<u>\$ 19,358,475</u>	<u>\$ 15,026,723</u>	<u>\$ 434,098</u>	<u>\$ 3,895,055</u>
General revenues:				
Property taxes				
Sales taxes				
Mixed beverage taxes				
Franchise tax				
Investment earnings				
Miscellaneous				
Total general revenues				
Change in net position				
Net position - beginning				
Net position - ending				

The notes to the financial statements are an integral part of these financial statements.

Net (Expense) Revenue and Changes in Net Position		
Primary Government		
Governmental Activities	Business-type Activities	Total
\$ (1,599,328)	\$ -	\$ (1,599,328)
(2,534,418)	-	(2,534,418)
(2,302,051)	-	(2,302,051)
3,107,496	-	3,107,496
(1,260,820)	-	(1,260,820)
(151,283)	-	(151,283)
(134,801)	-	(134,801)
<u>(1,051,626)</u>	<u>-</u>	<u>(1,051,626)</u>
<u>(5,926,831)</u>	<u>-</u>	<u>(5,926,831)</u>
<u>-</u>	<u>5,924,232</u>	<u>5,924,232</u>
<u>-</u>	<u>5,924,232</u>	<u>5,924,232</u>
<u>(5,926,831)</u>	<u>5,924,232</u>	<u>(2,599)</u>
6,491,320	-	6,491,320
4,180,033	-	4,180,033
23,848	-	23,848
489,363	-	489,363
443,848	146,688	590,536
<u>429,907</u>	<u>85,470</u>	<u>515,377</u>
<u>12,058,319</u>	<u>232,158</u>	<u>12,290,477</u>
6,131,488	6,156,390	12,287,878
<u>18,705,383</u>	<u>29,673,734</u>	<u>48,379,117</u>
<u>\$ 24,836,871</u>	<u>\$ 35,830,124</u>	<u>\$ 60,666,995</u>

CITY OF JUSTIN, TEXAS

BALANCE SHEET GOVERNMENTAL FUNDS

SEPTEMBER 30, 2025

	General Fund	Capital Projects Fund	Other Governmental Funds	Total Governmental Funds
ASSETS				
Cash and cash equivalents	\$ 10,987,438	\$ 15,986,922	\$ 3,979,674	\$ 30,954,034
Receivables, net	616,913	-	244,664	861,577
Prepaid items	2,050	-	-	2,050
Due from other funds	439,564	-	134,721	574,285
Restricted assets:				
Cash and cash equivalents	22,721	-	504,641	527,362
Total assets	<u>12,068,686</u>	<u>15,986,922</u>	<u>4,863,700</u>	<u>32,919,308</u>
LIABILITIES				
Accounts payable	1,676,864	-	95,672	1,772,536
Accrued liabilities	103,631	-	-	103,631
Due to other funds	165,835	-	199,932	365,767
Unearned revenue	466,952	-	-	466,952
Total liabilities	<u>2,413,282</u>	<u>-</u>	<u>295,604</u>	<u>2,708,886</u>
DEFERRED INFLOWS OF RESOURCES				
Unavailable property tax revenue	22,589	-	-	22,589
Unavailable court fines revenue	22,376	-	-	22,376
Total inflows of resources	<u>44,965</u>	<u>-</u>	<u>-</u>	<u>44,965</u>
FUND BALANCES				
Restricted:				
Debt service	1,785,965	-	326,909	2,112,874
Community development	-	-	1,258,637	1,258,637
Economic development	-	-	1,034,641	1,034,641
Child safety	13,373	-	-	13,373
Building security	35,764	-	-	35,764
Court technology	33,437	-	26,543	59,980
Capital projects	-	15,986,922	-	15,986,922
Road improvements	1,018,481	-	-	1,018,481
Street maintenance	-	-	1,921,366	1,921,366
Unassigned	6,723,419	-	-	6,723,419
Total fund balances	<u>9,610,439</u>	<u>15,986,922</u>	<u>4,568,096</u>	<u>30,165,457</u>
Total liabilities, deferred inflows and fund balances	<u>\$ 12,068,686</u>	<u>\$ 15,986,922</u>	<u>\$ 4,863,700</u>	<u>\$ 32,919,308</u>

The notes to the financial statements are an integral part of these financial statements.

CITY OF JUSTIN, TEXAS

**RECONCILIATION OF THE BALANCE SHEET OF GOVERNMENTAL FUNDS TO THE
STATEMENT OF NET POSITION**

SEPTEMBER 30, 2025

Total Fund Balances - Governmental Funds \$ 30,165,457

Amount reported for governmental activities in the statement of net position are different because:

Capital assets, net of accumulated depreciation, used in governmental activities are not financial resources and, therefore, are not reported in the funds.

Capital assets	35,624,965
Accumulated depreciation	(13,932,962)

Long-term liabilities, including bonds payable, that are not due and payable in the current period, and, therefore are not reported as liabilities in the funds.

Bonds and premiums	(25,222,084)
Leases	(884,730)
Interest payable on long-term debt	(357,578)
Compensated absences	(450,006)
Net pension liability	(293,255)

Unavailable revenue is not available to pay for current period expenditures and therefore, are deferred in the governmental funds.

Property taxes	22,589
Fines	22,376

Differences between expected and actual experiences, assumption changes and net differences between projected and actual earnings and contributions subsequent to the measurement date for the postretirement benefits (pension) are recognized as deferred outflows of resources and deferred inflows of resources on the statement of net position.

Deferred outflows - pension related	263,623
Deferred inflows - pension related	<u>(121,524)</u>

Net Position of Governmental Activities \$ 24,836,871

CITY OF JUSTIN, TEXAS

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS

FOR THE YEAR ENDED SEPTEMBER 30, 2025

	General Fund	Justin EDC*	Justin CDC*
REVENUES			
Property taxes	\$ 5,654,162		
Sales taxes	2,090,017		
Alcoholic beverage taxes	23,848		
Franchise tax	489,363		
Fines and forfeitures	346,140		
Licenses and permits	5,402,186		
Charges for services	33,462		
Intergovernmental	434,098		
Contributions and donations	23,335		
Investment earnings	160,090		
Miscellaneous	<u>414,244</u>		
Total revenues	<u>15,070,945</u>		
EXPENDITURES			
Current:			
General government	2,685,677		
Public safety:			
Police	2,150,935		
Fire	2,169,034		
Public works	1,323,076		
Culture and recreation	1,245,836		
Economic development	-		
Community development	-		
Capital outlay	1,919,236		
Debt service:			
Principal	365,587		
Interest and fiscal charges	<u>66,412</u>		
Total expenditures	<u>11,925,793</u>		
Excess (deficiency) of revenues over (under) expenditures	<u>3,145,152</u>		
OTHER FINANCING SOURCES (USES)			
Transfers in	36,000		
Transfers out	-		
Issuance of bonds	965,000		
Premium on issuance	56,262		
Issuance of leases	<u>714,229</u>		
Total other financing sources (uses)	<u>1,771,491</u>		
CHANGE IN FUND BALANCE	4,916,643		
FUND BALANCE - BEGINNING, AS PREVIOUSLY REPORTED	4,693,796	1,059,546	988,738
ADJUSTMENTS			
Change in financial reporting entity	<u>-</u>	<u>(1,059,546)</u>	<u>(988,738)</u>
FUND BALANCE - BEGINNING, AS RESTATED	<u>4,693,796</u>	<u>-</u>	<u>-</u>
FUND BALANCE - ENDING	<u>\$ 9,610,439</u>	<u>\$ -</u>	<u>\$ -</u>

*Formerly a major fund

The notes to the financial statements are an integral part of these financial statements.

Street Maintenance Funds*	Capital Projects Fund	Other Governmental Funds	Total Governmental Funds
	\$ -	\$ 835,889	\$ 6,490,051
	-	2,090,016	4,180,033
	-	-	23,848
	-	-	489,363
	-	26,543	372,683
	-	-	5,402,186
	-	-	33,462
	-	-	434,098
	-	-	23,335
	259,539	24,219	443,848
	-	15,663	429,907
	<u>259,539</u>	<u>2,992,330</u>	<u>18,322,814</u>
	-	-	2,685,677
	-	-	2,150,935
	-	-	2,169,034
	-	444,950	1,768,026
	-	-	1,245,836
	-	131,457	131,457
	-	134,801	134,801
	3,892,991	351,630	6,163,857
	-	575,000	940,587
	454,214	213,528	734,154
	<u>4,347,205</u>	<u>1,851,366</u>	<u>18,124,364</u>
	<u>(4,087,666)</u>	<u>1,140,964</u>	<u>198,450</u>
	-	-	36,000
	-	(36,000)	(36,000)
	19,465,000	-	20,430,000
	609,588	-	665,850
	-	-	714,229
	<u>20,074,588</u>	<u>(36,000)</u>	<u>21,810,079</u>
	15,986,922	1,104,964	22,008,529
1,414,848	-	-	8,156,928
<u>(1,414,848)</u>	<u>-</u>	<u>3,463,132</u>	<u>-</u>
<u>-</u>	<u>-</u>	<u>3,463,132</u>	<u>8,156,928</u>
<u>\$ -</u>	<u>\$ 15,986,922</u>	<u>\$ 4,568,096</u>	<u>\$ 30,165,457</u>

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CITY OF JUSTIN, TEXAS

**RECONCILIATION OF STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCES - GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES**

FOR THE YEAR ENDED SEPTEMBER 30, 2025

Total net change in Fund Balances - Governmental Funds \$ 22,008,529

Amounts reported for governmental activities in the statement of activities are different because:

Current year capital outlays are expenditures in the fund financial statements, but they should be shown as increases in capital assets in the government-wide financial statements. The net effect of removing the current year capital outlays is to increase net position. 6,883,148

Depreciation is not recognized as an expense in governmental funds since it does not require the use of current financial resources. The net effect of the current year's depreciation is to decrease net position. (991,642)

The net effect of various miscellaneous transactions involving capital assets (i.e., sales and disposals) is to decrease net position. (104,234)

The issuance of long-term debt (e.g. bonds, leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on the net position.

 Issuance of long-term debt (21,810,079)
 Principal paid on long-term debt 940,587

Revenues and expenditures in the statement of activities that do not provide or use current financial resources are not reported as revenues and expenses in the governmental funds.

 Property taxes 1,269
 Fines 1

Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds.

 Interest on long-term debt (330,494)
 Amortization of deferred loss on refunding and premium 13,022
 Compensated absences (283,304)
 Pension expense (195,315)

Total change in net position of Governmental Activities \$ 6,131,488

CITY OF JUSTIN, TEXAS

STATEMENT OF NET POSITION
PROPRIETARY FUND

SEPTEMBER 30, 2025

	<u>Enterprise Fund</u> <u>Water and</u> <u>Sewer Fund</u>
ASSETS	
Current assets:	
Cash and cash equivalents	\$ 9,291,936
Accounts receivable, net	1,164,608
Due from other funds	31,114
Restricted assets:	
Cash and cash equivalents	<u>5,807,104</u>
Total current assets	<u>16,294,762</u>
Noncurrent assets:	
Capital assets:	
Nondepreciable	406,515
Depreciable, net	<u>34,621,990</u>
Total noncurrent assets	<u>35,028,505</u>
Total assets	<u>51,323,267</u>
DEFERRED OUTFLOWS OF RESOURCES	
Deferred loss on refunding	35,009
Pension related	<u>48,419</u>
Total deferred outflows of resources	<u>83,428</u>
LIABILITIES	
Current liabilities:	
Accounts payable	215,180
Accrued liabilities	40,076
Interest payable	53,100
Due to other funds	239,632
Payable from restricted assets:	
Customer deposits	513,302
Current portion of long-term liabilities:	
Bonds payable	915,000
Leases	190,146
Compensated absences	<u>6,372</u>
Total current liabilities	<u>2,172,808</u>
Noncurrent liabilities:	
Bonds payable	12,880,686
Leases	437,166
Compensated absences	19,117
Net pension liability	<u>47,225</u>
Total noncurrent liabilities	<u>13,384,194</u>
Total liabilities	<u>15,557,002</u>
DEFERRED INFLOWS OF RESOURCES	
Pension related	<u>19,569</u>
Total deferred inflows of resources	<u>19,569</u>
NET POSITION	
Net investment in capital assets	20,013,786
Restricted for:	
System upgrade/expansion	3,818,599
Unrestricted	<u>11,997,739</u>
Total net position	<u>\$ 35,830,124</u>

The notes to the financial statements are an integral part of these financial statements.

CITY OF JUSTIN, TEXAS

**STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND NET POSITION
PROPRIETARY FUND**

FOR THE YEAR ENDED SEPTEMBER 30, 2025

	<u>Enterprise Fund</u> <u>Water and</u> <u>Sewer Fund</u>
OPERATING REVENUES	
Charges for services	\$ 9,195,057
Miscellaneous	<u>85,470</u>
Total revenues	<u>9,280,527</u>
OPERATING EXPENSES	
Personnel services	961,779
Materials and supplies	912,726
Contractual services	1,900,646
Water purchase	1,888,954
Depreciation	<u>1,121,424</u>
Total expenses	<u>6,785,529</u>
Operating income (loss)	<u>2,494,998</u>
NON-OPERATING REVENUES (EXPENSES)	
Capital contributions - impact fees	3,895,055
Interest earnings	146,688
Interest expense	<u>(380,351)</u>
Total non-operating revenues (expenses)	<u>3,661,392</u>
CHANGE IN NET POSITION	6,156,390
NET POSITION - BEGINNING	<u>29,673,734</u>
NET POSITION - END OF YEAR	<u>\$ 35,830,124</u>

CITY OF JUSTIN, TEXAS

STATEMENT OF CASH FLOWS
PROPRIETARY FUND

FOR THE YEAR ENDED SEPTEMBER 30, 2025

	<u>Enterprise Fund</u> <u>Water and</u> <u>Sewer Fund</u>
CASH FLOWS FROM OPERATING ACTIVITIES	
Receipts from customers and users	\$ 9,041,781
Payments to employees	(925,102)
Payments to suppliers	<u>(4,524,815)</u>
Net cash provided (used) by operating activities	<u>3,591,864</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES	
Proceeds from long-term debt	2,500,000
Principal repayment on debt	(920,376)
Interest and fees paid	(374,925)
Impact fees	3,895,055
Acquisition and construction of capital assets	<u>(2,186,732)</u>
Net cash provided (used) by capital and related financing activities	<u>2,913,022</u>
CASH FLOWS FROM INVESTING ACTIVITIES	
Interest on investments	<u>146,688</u>
Net cash provided (used) by investing activities	<u>146,688</u>
NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	6,651,574
CASH AND CASH EQUIVALENTS, BEGINNING	<u>8,447,466</u>
CASH AND CASH EQUIVALENTS, ENDING	<u>\$ 15,099,040</u>
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES	
Operating income	\$ 2,494,998
Adjustments to reconcile operating income to net cash provided (used) by operating activities:	
Depreciation	1,121,424
(Increase) decrease in:	
Accounts receivable	(349,911)
Deferred outflows of resources-pension	(10,668)
Increase (decrease) in:	
Accounts payable	167,050
Accrued liabilities	10,461
Customer deposits	111,165
Compensated absences	12,199
Net pension liability	29,503
Deferred inflows of resources-pension	<u>5,643</u>
Total adjustments	<u>1,096,866</u>
Net cash provided (used) by operating activities	<u>\$ 3,591,864</u>
SCHEDULE OF NON-CASH CAPITAL AND RELATED FINANCING ACTIVITIES:	
Issuance of right to use equipment	\$ 361,413

The notes to the financial statements are an integral part of these financial statements.

CITY OF JUSTIN, TEXAS

**STATEMENT OF FIDUCIARY NET POSITION
FIDUCIARY FUND**

SEPTEMBER 30, 2025

	Custodial Fund
ASSETS	
Cash and cash equivalents	\$ 130,475
Total assets	<u>130,475</u>
LIABILITIES	
Accounts payable	<u>32,108</u>
Total liabilities	<u>32,108</u>
NET POSITION	
Restricted for:	
Debt service	<u>98,367</u>
Total net position	<u>\$ 98,367</u>

CITY OF JUSTIN, TEXAS

**STATEMENT OF CHANGES IN FIDUCIARY NET POSITION
FIDUCIARY FUND**

FOR THE YEAR ENDED SEPTEMBER 30, 2025

	<u>Custodial Fund</u>
ADDITIONS	
Property tax collections for other governments	<u>\$ 2,842,351</u>
Total additions	<u>2,842,351</u>
DEDUCTIONS	
Payments of long-term debt	<u>3,012,797</u>
Total deductions	<u>3,012,797</u>
CHANGE IN NET POSITION	(170,446)
NET POSITION - BEGINNING	<u>268,813</u>
NET POSITION - END OF YEAR	<u>\$ 98,367</u>

CITY OF JUSTIN, TEXAS

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED SEPTEMBER 30, 2025

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The City of Justin, Texas (the City) was incorporated in 1947 and operates under a Council- City Manager form of government. The City provides: police; code enforcement; public works; street repair and maintenance; parks; general administrative services; water; wastewater; and sanitation. The City is an independent political subdivision of the state of Texas governed by an elected council and a mayor and is considered a primary government.

The accounting policies of the City conform to accounting principles generally accepted in the United States of America applicable to state and local governments. General accepted accounting principles for local governments include those principles prescribed by the Governmental Accounting Standards Board (GASB) and the American Institute of Certified Public Accountants in the publication entitled Audits of State and Local Governmental Units. The more significant accounting policies of the City are described below:

A. Reporting Entity

As required by accounting principles generally accepted in the United States of America, these financial statements include the primary government and organizations for which the primary government is financially accountable and other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

The definition of the reporting entity is based primarily on the notion of financial accountability. A primary government is financially accountable for the organizations that make up its legal entity. It is also financially accountable for legally separate organizations if its officials appoint a voting majority of an organization's government body and either it is able to impose its will on that organization or there is a potential for the organization to provide specific financial benefits to, or to impose specific financial burdens on, the primary government. A primary government may also be financially accountable for governmental organizations that are fiscally dependent on it.

A primary government has the ability to impose its will on an organization if it can significantly influence the programs, projects, or activities of, or the level of services performed or provided by, the organization. A financial benefit or burden relationship exists if the primary government (a) is entitled to the organization's resources; (b) is legally obligated or has otherwise assumed the obligation to finance the deficits of, or provide financial support to, the organization; or (c) is obligated in some manner for the debt of the organization.

Some organizations are included as component units because of the fiscal dependency on the primary government. An organization is fiscally dependent on the primary government if it is unable to adopt its budget, levy taxes, set rates or charges, or issue bonded debt without approval by the primary government.

The following entities were found to be blended component units of the City as the City Council approves all Board appointments and are able to remove Board members at their discretion and are included in the accompanying financial statements:

Justin Economic Development Corporation - The Justin Economic Development Corporation (JEDC) is governed by a board of five directors, all of whom are appointed by the City Council of the City of Justin and any of whom can be removed from office by the City Council at its will. The JEDC was incorporated in the state of Texas as a nonprofit industrial development corporation under Section 4A of the Development Corporation Act of 1979. The Corporation was organized for the purpose of the promotion and development of new and expanded business enterprises and to provide and encourage employment in the furtherance of the public welfare.

Justin Community Development Corporation - The Justin Community Development Corporation (JCDC) is governed by a board of seven directors, all of whom are appointed by the City Council of the City of Justin and any of whom can be removed from office by the City's Council at its' will. The JCDC was incorporated in the state of Texas as a nonprofit industrial development corporation under Section 4B of the Development Corporation Act of 1979. The purpose of the JCDC is to promote economic and community development within the City of Justin.

Separate financial statements of these component units have not been prepared.

B. Government-wide and Fund Financial Statements

The statement of net position and the statement of activities include the financial activities of the overall government, except for the City's fiduciary activities. These statements distinguish between the governmental and business-type activities of the City. Governmental activities generally are financed through taxes, intergovernmental revenues, and other nonexchange transactions. Business-type activities are financed in whole or in part by fees charged to external parties.

The statement of activities presents a comparison between direct expenses and program revenues for the business-type activities of the City and for each function of the City's governmental activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. The City does not allocate indirect expenses in the statement of activities. Program revenues include (a) fees, fines, and charges paid by the recipients of goods or services offered by the programs and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

The fund financial statements provide information about the City's funds, with separate statements presented for each fund category. The emphasis of fund financial statements is on major governmental and enterprise funds, each displayed in a separate column.

Proprietary fund operating revenues, such as charges for services, result from exchange transactions associated with the principal activity of the fund. Exchange transactions are those in which each party receives and gives up essentially equal values. Nonoperating revenues, such as subsidies and investment earnings, result from nonexchange transactions or ancillary activities.

C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide and proprietary fund financial statements are reported using the economic resources measurement focus. The government-wide and proprietary fund financial statements are reported using the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Nonexchange transactions, in which the City gives (or receives) value without directly receiving (or giving) equal value in exchange, include property taxes, grants, entitlements, and donations. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectable within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the City considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

The City's governmental funds are accounted for using the modified accrual basis of accounting. Their revenues are recognized when they become measurable and available as net current assets. Property taxes, interest revenue, charges for services and sales tax revenues are susceptible to accrual. Franchise taxes, fines, and permits revenues are not susceptible to accrual because generally they are not measurable until received in cash. Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred.

The City reports the following major governmental funds:

The **General Fund** is the City's primary operating fund. This fund is used to account for all financial resources not reported in other funds. All general tax revenues and other receipts that are not restricted by law or contractual agreement to some other fund are accounted for in this fund. General operating expenditures, fixed charges, and capital improvement costs that are not paid through other funds are paid from the General Fund.

The **Capital Projects Fund** is used to account for the accumulation of resources for the construction of capital projects through debt proceeds and other governmental activity resources.

The City reports the following major enterprise fund:

The **Water and Sewer Fund** reports for revenues and expenses associated with water and sewer services for the citizens of the City. Activities of the fund include administration, operations, and maintenance of the water, sewer, and sanitation system and billing and collection activities. The fund also accounts for the accumulation of resources for, and the payment of, long-term debt principal and interest for enterprise debt. All costs are financed through charges to utility customers with rates reviewed regularly and adjusted if necessary to ensure integrity of the funds.

Additionally, the City reports the following nonmajor governmental fund types:

Special revenue funds that account for resources restricted, committed, or assigned for specific purposes.

Finally, the City also reports a custodial fund to account for assets held by the City as an agent for individuals, private organizations, or other governments. The custodial fund accounts for the collection of tax receipts related to a project improvement district and disbursement to the district's trustee and administrator to make debt service payments.

D. Cash and Investments

For purposes of the statement of cash flows, highly liquid investments are considered to be cash equivalents if they have an original maturity of three months or less when purchased.

Investments in government pools are recorded at amortized cost. All other investments are recorded at fair value. Fair value is the amount at which a financial instrument could be exchanged in a current transaction between parties.

The City maintains a cash and investment pool that is available for use by all funds. Each fund type's portion of this pool is displayed on the combined financial statements as cash and investments or restricted cash and investments. The City's cash and investments are considered as cash equivalents as they can be readily converted to cash at their carrying value.

E. Receivables and Payables

Activities between funds that are representative of lending or borrowing arrangements outstanding at the end of the fiscal year are referred to as "due to/from other funds." Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as internal balances.

All trade receivables are shown net of allowance for uncollectible accounts based on an analysis of historical trends. Utility services are sold on an unsecured basis and payment is generally required within 30 days of the date of the billing.

F. Restricted Assets

Certain proceeds of the City's bonds, as well as certain resources set aside for their repayment, are classified as restricted assets on the balance sheet because they are maintained in separate bank accounts and their use is limited by applicable bond covenants.

Additionally, the City has entered into agreements with the Texas Water Development Board (TWDB) to finance certain capital projects through the issuance of bonds. These bond proceeds are maintained in a separate bank account.

Impact fees collected from developers to cover, in whole or in part, the anticipated costs of improvements that will be necessary because of the development are set aside in a separate account.

Deposits collected from utility customers are set aside until repayment.

G. Capital Assets

Capital assets purchased or constructed are reported at acquisition cost or estimated historical cost. Donated capital assets are recorded at their estimated acquisition value at the date of the donation. Capital assets are defined by the City as assets within an initial, individual cost more than \$5,000 and an estimated useful life in excess of two years. Such assets are recorded at historical cost or an estimated historical cost if purchased or constructed. The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized. Public domain (infrastructure) general fixed assets consisting of certain improvements other than buildings, including roads, bridges, curbs and gutters, streets and sidewalks, drainage systems, and lighting systems, are capitalized along with other capital assets.

Depreciation has been provided over the estimated useful lives using the straight-line method. The estimated useful lives are as follows:

<u>Asset Type</u>	<u>Number of Years</u>
Infrastructure	10-40
Buildings and improvements	5-40
Equipment and vehicles	2-40
Right to use - equipment	2-5

H. Property Taxes

Taxes assessed on valuations as of January 1 each year are levied during the subsequent fiscal year beginning October 1. Property taxes attach as an enforceable lien on property at the time levied. Taxes are due on receipt of the tax bill and are delinquent if not paid before February 1 of the year following the year in which imposed. On January 1 of each year a tax lien attaches to property to secure the payment of all taxes, penalties, and interest ultimately imposed. Property tax revenues are considered available when they become due or past due and receivable within the current period and when they are expected to be collected during a 60-day period after the close of the fiscal year. The City has its property taxes collected by the Denton County Tax Assessor/Collector. Property taxes that are deemed uncollectible are presented as a reserve against revenues and property taxes receivable.

I. Compensated Absences

The City Council has adopted a policy whereby employees are paid lump sum payments for unused vacation if they leave City employment. Upon termination, up to one year of accumulated vacation at full pay will be paid if the employee meets the prescribed conditions. Employees are not compensated for unused sick leave. Unused benefits are reported in the accompanying financial statements as a long-term liability to the extent they are considered more likely than not to be paid based on historical data.

J. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. Deferred outflows of resources reported in the government-wide and proprietary fund's Statement of Net Position relate to debt refunding and pension.

In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The deferred inflows of resources in the governmental funds result from the city's unavailable revenue which are receivables for revenue that are not considered available to liquidate liabilities in the current period. Deferred inflows of resources reported in the government-wide and proprietary fund's Statement of Net Position relate to pension.

K. Pensions

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the Fiduciary Net Position of the Texas Municipal Retirement System (TMRS) and additions to/deductions from TMRS's Fiduciary Net Position have been determined on the same basis as they are reported by TMRS. For this purpose, plan contributions are recognized in the period that compensation is reported for the employee, which is when contributions are legally due. Benefit payments and refunds are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

L. Long-Term Obligations

In the government-wide financial statements, and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of Net Position. Bond premiums and discounts, as well as issuance costs, are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are reported as deferred charges and amortized over the term of the related debt.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

Leases

The City has entered into various lease agreements as lessee. Key estimates and judgments related to leases include how the City determines (1) the discount rate it uses to discount the expected lease payments to present value, (2) lease term, and (3) lease payments.

- The City uses the interest rate charged by the lessor as the discount rate, if available. When the interest rate charged by the lessor is not provided, the City generally uses its estimated incremental borrowing rate as the discount rate for leases.
- The lease term includes the noncancellable period of the lease. Lease payments included in the measurement of the lease liability are composed of fixed payments and purchase option price that the City is reasonably certain to exercise.

The City monitors changes in circumstances that would require a remeasurement of its lease and will remeasure the lease asset and liability if certain changes occur that are expected to significantly affect the amount of the lease liability or lease asset.

Lessee. The City is a lessee for noncancellable leases of equipment. The City recognizes a lease liability and an intangible right-to-use lease asset (lease asset) in the government-wide financial statements. At the commencement of a lease, the City initially measures the lease liability at the present value of payments expected to be made during the lease term. Subsequently, the lease liability is reduced by the principal portion of lease payments made. The lease asset is initially measured as the initial amount of the lease liability, adjusted for lease payments made at or before the lease commencement date, plus certain initial direct costs. Subsequently, the lease asset is amortized on a straight-line basis over its useful life. Lease assets are reported with other capital assets and lease liabilities are reported with long-term debt on the statement of net position.

M. Net Position and Fund Balance

The governmental fund financial statements present fund balances based on classifications that comprise a hierarchy that is based primarily on the extent to which the City is bound to honor constraints on the specific purposes for which amounts in the respective governmental funds can be spent. The classifications used in the governmental fund financial statements are as follows:

Nonspendable fund balance includes amounts that cannot be spent because they are either (a) not in the spendable form or (b) are legally or contractually required to be maintained intact. Nonspendable items are not expected to be converted to cash or are not expected to be converted to cash within the next year.

Restricted fund balance includes amounts for which constraints have been placed on the use of the resources either (a) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments, or (b) imposed by law through constitutional provisions or enabling legislation.

Committed fund balance includes amounts that can be used only for specific purposes pursuant to constraints imposed by board resolution of the City Council, the City's highest level of decision-making authority. These amounts cannot be used for any other purpose unless the City Council removes or changes the specified use by taking the same type of action that was employed when the funds were initially committed. This classification also includes Contractual obligations to the extent that existing resources have been specifically committed for use in satisfying those contractual requirements.

Assigned fund balance includes amounts that are constrained by the City's intent to be used for a specific purpose but are neither restricted nor committed. This intent can be expressed by the City Council.

Unassigned fund balance includes the residual fund balance for the General Fund. The unassigned classification also includes negative residual fund balance of any other governmental fund that cannot be eliminated by offsetting of assigned fund balance amounts.

In circumstances where expenditure is to be made for a purpose for which amounts are available in multiple fund balance classifications, the order in which resources will be extended is as follows: restricted fund balance, followed by committed fund balance, assigned fund balance, and lastly unassigned fund balance. Net position represents the difference between assets and deferred outflows of resources and liabilities and deferred inflows of resources.

Net investment in capital assets consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowing used for the acquisition, construction or improvements of those assets, and adding back unspent proceeds. Net position is reported as restricted when there are limitations imposed on its use either through the enabling legislations adopted by the City or through external restrictions imposed by creditors, grantors or laws or regulations of other governments. In circumstances where an expense is to be made for a purpose for which amounts are available in multiple net position classifications, restricted position will be fully utilized first followed by unrestricted, as necessary.

N. Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

II. DETAILED NOTES ON ALL FUNDS AND ACTIVITIES

Deposits and Investments

Cash and cash equivalents as of September 30, 2025 consist of the following:

	<u>Investments</u>	<u>Weighted Average Maturity (Days)</u>
TexStar Investment pool	\$ 28,528,202	50

Interest Rate Risk: Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment the greater the sensitivity of its fair value to changes in market interest rates. One of the ways that the City manages its exposure to interest rate risk is by investing in investment pools which purchase a combination of short-term investments with an average maturity of less than 30 days thus reducing the interest rate risk. The City monitors the interest rate risk inherent in its portfolio by measuring the weighted average maturity of its portfolio. The City has no specific limitations with respect to this metric.

Credit risk: Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. The minimum rating required by (where applicable) the Public Funds Investment Act, the City's investment policy, or debt agreements, is AAA. The actual rating as of September 30, 2025 for TexStar was AAA.

Concentration of Credit Risk: The investment policy of the City contains no limitations on the amount that can be invested in any one issuer.

Custodial credit risk: Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty to a transactions, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The Public Funds Investment Act and the City's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits or investments, other than the following provision for deposits: The Public Funds Investment Act requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit).

The market value of the pledged securities in the collateral pool must equal at least the bank balance less the FDIC insurance at all times. At September 30, 2025, the City's bank balance was covered by depository insurance under the Federal Depository Insurance Corporation (FDIC insured), with the remaining balance secured with securities held by pledging financial institutions.

Investment in State Investment Pools: The City is a voluntary participant in the TexSTAR external investment pool. The State Comptroller of Public Accounts exercises responsibility over TexSTAR. Oversight includes the ability to significantly influence operations, designation of management, and accountability for fiscal matters. Additionally, the State Comptroller has established an advisory board composed of both participants in TexSTAR and other persons who do not have a business relationship with TexSTAR. TexSTAR uses net asset value rather than market value to report net assets to compute share prices. Accordingly, the fair value of the position in TexSTAR is the same as the value of TexSTAR shares. The City, at its option, can withdraw funds within a twenty-four hour period from TexSTAR.

Capital Assets

Capital asset activity for the year ended September 30, 2025 was as follows:

	Beginning Balance	Additions	Transfers/ Retirements	Ending Balance
Governmental activities:				
Capital assets not being depreciated:				
Land	\$ 3,484,974	\$ 108,500	\$ -	\$ 3,593,474
Construction in progress	668,876	3,892,991	-	4,561,867
Total capital assets not being depreciated	4,153,850	4,001,491	-	8,155,341
Capital assets being depreciated:				
Infrastructure	19,640,083	68,613	-	19,708,696
Buildings and improvements	1,034,861	288,843	-	1,323,704
Equipment and vehicles	3,083,504	1,913,118	-	4,996,622
Right to use equipment	958,345	611,283	(128,826)	1,440,802
Total assets being depreciated	24,716,793	2,881,857	(128,826)	27,469,824
Less accumulated depreciation for:				
Infrastructure	(10,107,022)	(498,867)	-	(10,605,889)
Buildings and improvements	(703,209)	(36,761)	-	(739,970)
Equipment and vehicles	(1,763,476)	(258,324)	-	(2,021,800)
Right to use equipment	(392,205)	(197,690)	24,592	(565,303)
Total accumulated depreciation	(12,965,912)	(991,642)	24,592	(13,932,962)
Total capital assets being depreciated, net	11,750,881	1,890,215	(104,234)	13,536,862
Governmental activities capital assets, net	\$ 15,904,731	\$ 5,891,706	\$ (104,234)	\$ 21,692,203
	Beginning Balance	Additions	Transfers/ Retirements	Ending Balance
Business-type activities:				
Capital assets, not being depreciated:				
Land	\$ 258,184	\$ -	\$ -	\$ 258,184
Construction in progress	14,832,316	1,177,195	(15,861,180)	148,331
Total capital assets, not being depreciated	15,090,500	1,177,195	(15,861,180)	406,515
Capital assets being depreciated:				
Infrastructure	25,952,502	-	15,861,180	41,813,682
Equipment and vehicles	1,732,797	26,616	(12,966)	1,746,447
Right to use equipment	614,528	39,283	(11,907)	641,904
Total assets being depreciated	28,299,827	65,899	15,836,307	44,202,033
Less accumulated depreciation for:				
Infrastructure	(7,585,262)	(987,665)	-	(8,572,927)
Equipment and vehicles	(608,621)	(3,477)	12,966	(599,132)
Right to use equipment	(289,609)	(130,282)	11,907	(407,984)
Total accumulated depreciation	(8,483,492)	(1,121,424)	24,873	(9,580,043)
Total capital assets being depreciated, net	19,816,335	(1,055,525)	15,861,180	34,621,990
Business-type activities capital assets, net	\$ 34,906,835	\$ 121,670	\$ -	\$ 35,028,505

Depreciation expense for the year ended September 30, 2025 was charged to functions/programs of the primary government as follows:

<u>Governmental activities:</u>	
General government	\$ 86,483
Public safety:	
Police	587,500
Fire	71,501
Culture and recreation	143,163
Public works	102,995
Total	<u>\$ 991,642</u>
<u>Business-type activities:</u>	
Water and Sewer Fund	\$ 1,121,424
Total	<u>\$ 1,121,424</u>

Interfund Receivables, Payables, And Transfers

Interfund transfers during the year were as follows:

<u>Transfer From</u>	<u>Transfer To</u>	<u>Amount</u>	<u>Purpose</u>
Nonmajor governmental	General Fund	\$ 36,000	To fund administrative cost

Interfund balances as of year-end are as follows:

<u>Receivable Fund</u>	<u>Payable Fund</u>	<u>Amount</u>	<u>Purpose</u>
General Fund	Water and Sewer Fund	\$ 239,632	Temporary advances
General Fund	Nonmajor governmental	199,932	Temporary advances
Nonmajor governmental	General Fund	134,721	Temporary advances
Water and Sewer Fund	General Fund	31,114	Temporary advances
		<u>\$ 605,399</u>	

Long-Term Debt

General Obligation bonds are direct obligations and pledge the full faith and credit of the government. Certificates obligations are direct borrowings in the form of loan commitments from the Texas Water Development Board (Board) for financial assistance and are secured by surplus revenues of the water and wastewater funds and ad valorem taxes. Should the City default on these bonds, any registered owner of the obligations is entitled to seek a writ of mandamus from a court of proper jurisdiction requiring the City to make payment.

At September 30, 2025, the City's bonds payable were as follows:

Governmental Activities	Interest Rate	Original Issue	Amounts Outstanding
Certificates of Obligation (CO)			
Series 2019 CO	2%	\$ 4,070,000	\$ 2,865,000
Series 2025 PPFCO	4 - 5%	\$ 965,000	\$ 965,000
Total CO Bonds			<u>3,830,000</u>
General Obligation Bonds (GO)			
Series 2017 GO Refunding	2%	5,770,000	1,165,000
Series 2025 GO Refunding	3 - 5%	19,465,000	<u>19,465,000</u>
Total GO Bonds			<u>20,630,000</u>
Total Bonds			<u>\$ 24,460,000</u>
Business-Type Activities			
Certificates of Obligation (CO)			
Series 2014 CO	3%	\$ 1,630,000	\$ 860,000
Series 2017 SWIFT - Private Placement	0.55 - 1.77%	2,400,000	1,665,000
Series 2020 SWIFT - Private Placement	0.09 - 1.2 %	2,400,000	1,920,000
Series 2021 SWIFT - Private Placement	0.12 - 1.25 %	2,400,000	1,950,000
Series 2023 CO	4 - 5 %	4,460,000	4,125,000
Series 2024 CO	1.2 - 2.1%	2,500,000	<u>2,385,000</u>
Total CO Bonds			<u>12,905,000</u>
General Obligation Bonds (GO)			
Series 2017 GO Refunding	2%	5,770,000	<u>800,000</u>
Total GO Bonds			<u>800,000</u>
Total Bonds			<u>\$ 13,705,000</u>

The City defeased certain outstanding revenue bonds by placing proceeds of new bonds in irrevocable trust to provide for all future debt service payments. Accordingly, the respective trust accounts and liability for the defeased bond are not included in the City's financial statements. As of September 30, 2025, the City does not have bonds considered defeased and outstanding.

The following is a summary of all long-term liability transactions of the City for the year ended September 30, 2025:

	Beginning Balance	Issued	Refunded/ Retired	Ending Balance	Amount Due Within One Year
Governmental activities:					
Certificates of obligation	\$ 3,040,000	\$ 965,000	\$ 175,000	\$ 3,830,000	\$ 220,000
General obligation bonds	1,565,000	19,465,000	400,000	20,630,000	510,000
Bond premium	109,256	665,850	13,022	762,084	-
Leases payable	536,088	714,229	365,587	884,730	177,624
Compensated absences	<u>166,702</u>	<u>283,304</u>	<u>-</u>	<u>450,006</u>	<u>112,502</u>
Total governmental activities	<u>\$ 5,417,046</u>	<u>\$ 22,093,383</u>	<u>\$ 953,609</u>	<u>\$ 26,556,820</u>	<u>\$ 1,020,126</u>
Business-type activities:					
Certificates of obligation	\$ 5,190,000	\$ 2,500,000	\$ 320,000	\$ 7,370,000	\$ 365,000
Certificates of obligation - private placement	5,895,000	-	360,000	5,535,000	360,000
General obligation bonds	1,035,000	-	235,000	800,000	190,000
Bond premium	91,062	-	5,376	85,686	-
Leases payable	290,890	361,413	19,991	632,312	190,146
Compensated absences	<u>13,290</u>	<u>12,199</u>	<u>-</u>	<u>25,489</u>	<u>6,372</u>
Total business-type activities	<u>\$ 12,515,242</u>	<u>\$ 2,873,612</u>	<u>\$ 940,367</u>	<u>\$ 14,448,487</u>	<u>\$ 1,111,518</u>

Compensated absences and leases in Governmental Activities are liquidated by the General Fund.

The annual debt requirements for bonds payable outstanding as of September 30, 2025, are as follows:

Certificates of Obligation Year of Maturity	Governmental Activities		Business-Type Activities		Total Requirements
	Principal	Interest	Principal	Interest	
2026	\$ 220,000	\$ 139,767	\$ 365,000	\$ 240,491	\$ 965,258
2027	245,000	123,706	375,000	229,735	973,441
2028	245,000	115,356	380,000	218,605	958,961
2029	250,000	107,006	390,000	209,056	956,062
2030	240,000	98,506	215,000	199,089	752,595
2031-2035	1,310,000	362,531	1,175,000	891,673	3,739,204
2036-2040	1,320,000	120,481	1,400,000	687,920	3,528,401
2041-2045	-	-	1,480,000	458,233	1,938,233
2046-2050	-	-	1,090,000	234,200	1,324,200
2051-2055	-	-	500,000	30,200	530,200
Total	<u>\$ 3,830,000</u>	<u>\$ 1,067,353</u>	<u>\$ 7,370,000</u>	<u>\$ 3,399,202</u>	<u>\$ 15,666,555</u>

Certificates of Obligation Private Placement Year of Maturity	Business-Type Activities	
	Principal	Interest
2026	\$ 360,000	\$ 58,778
2027	365,000	56,814
2028	370,000	54,521
2029	375,000	51,901
2030	375,000	48,867
2030-2034	1,940,000	185,405
2035-2039	1,615,000	63,917
2040-2044	135,000	1,688
Total	<u>\$ 5,535,000</u>	<u>\$ 521,891</u>

General Obligation Bonds Year of Maturity	Governmental Activities		Business-Type Activities		Total Requirements
	Principal	Interest	Principal	Interest	
2026	\$ 510,000	\$ 1,137,399	\$ 190,000	\$ 17,520	\$ 1,854,919
2027	695,000	941,401	195,000	13,359	1,844,760
2028	510,000	916,694	205,000	9,089	1,640,783
2029	450,000	895,580	210,000	4,599	1,560,179
2030	470,000	875,168	-	-	1,345,168
2031-2035	2,115,000	4,058,269	-	-	6,173,269
2036-2040	2,710,000	3,461,469	-	-	6,171,469
2041-2045	3,450,000	2,724,944	-	-	6,174,944
2046-2050	4,315,000	1,862,906	-	-	6,177,906
2051-2055	5,405,000	772,606	-	-	6,177,606
Total	<u>\$ 20,630,000</u>	<u>\$ 17,646,436</u>	<u>\$ 800,000</u>	<u>\$ 44,567</u>	<u>\$ 39,121,003</u>

Leases

During the prior fiscal year, the City entered into two lease agreements as lessee for the use of vehicles and equipment. The City entered into an additional lease agreement for vehicles in the current fiscal year. An initial lease liability was recorded in the amount of \$626,459 during the current fiscal year. As of September 30, 2025, the City's lease liability was \$826,978. The City is required to make monthly principal and interest payments based on the respective lease agreement. The interest rate was not provided by the lessor. Accordingly, the City used its estimated incremental borrowing rate ranging from .80% to 2.13%. The vehicles and equipment had an estimated useful life ranging from 2 to 5 years. The value of the right to use assets as of the end of the current fiscal year was \$1,572,873 and had accumulated amortization of \$680,674.

The future principal and interest lease payments as of September 30, 2025, were as follows:

Year Ending September 30,	Business-type Activities		Governmental Activities		Total
	Principal	Interest	Principal	Interest	
2026	\$ 190,146	\$ 39,435	\$ 177,624	\$ 69,527	\$ 476,732
2027	127,915	29,622	163,492	57,313	378,342
2028	138,413	19,125	130,999	45,151	333,688
2029	95,076	9,658	54,179	35,872	194,785
2030	80,762	4,744	40,912	33,239	159,657
2031-2035	-	5,667	245,379	125,376	376,422

Defined Benefit Pension Plan

Plan Description

The City participates in the defined benefit cash-balance plan administered by the Texas Municipal Retirement System (TMRS). TMRS is a statewide public retirement plan created by the State of Texas and administered in accordance with the TMRS Act, Subtitle G, Title 8, Texas Government Code (the TMRS Act) as an agent multiple-employer retirement system for employees of Texas participating cities. The TMRS Act places the general administration and management of TMRS with a six-member, Governor-appointed Board of Trustees; however, TMRS is not fiscally dependent on the State of Texas. TMRS issues a publicly available Annual Comprehensive Financial Report (Annual Report) that can be obtained at tmrs.com. All eligible employees of the city are required to participate in TMRS.

Benefits Provided

TMRS provides retirement, disability, and death benefits. Benefit provisions are adopted by the governing body of the city, within the options available in the state statutes governing TMRS.

At retirement, the Member's benefit is calculated based on the sum of the Member's contributions, with interest, and the city-financed monetary credits with interest. The retiring Member may select one of seven monthly benefit payment options. Members may also choose to receive a portion of their benefit as a lump sum distribution in an amount equal to 12, 24 or 36 monthly payments, which cannot exceed 75% of the total Member contributions and interest.

The plan provisions for the City were as follows:

Employee deposit rate	7%
Matching ratio (City to employee)	2 to 1
Years required for vesting	5
Service retirement eligibility	20 years at any age, 5 years at age 60 and above
Updated service credit	50% Repeating
Annuity increase to retirees	0% of CPI

At the December 31, 2024 valuation and measurement date, the following numbers of employees were covered by the benefit terms:

Inactive employees or beneficiaries currently receiving benefits	16
Inactive employees entitled to but not yet receiving benefits	59
Active employees	<u>62</u>
Total	<u><u>137</u></u>

Contributions

Member contribution rates in TMRS are either 5%, 6% or 7% of the Member's total compensation, and the city matching percentages are either 100%, 150% or 200%, both as adopted by the governing body of the city. Under the state law governing TMRS, the contribution rate for each city is determined annually by the actuary, using the Entry Age Normal (EAN) actuarial cost method. The city's contribution rate is based on the liabilities created from the benefit plan options selected by the city and any changes in benefits or actual experience over time.

Employees for the City were required to contribute 7% of their annual gross earnings during the fiscal year. The contribution rates for the City were 7.21% and 8.41% in calendar years 2024 and 2025, respectively. The City's contributions to TMRS for the year ended September 30, 2025, were \$407,788 and were equal to the required contributions.

Net Pension Liability

The City's Net Pension Liability (NPL) was measured as of December 31, 2024, and the Total Pension Liability (TPL) used to calculate the Net Pension Liability was determined by an actuarial valuation as of that date.

The Total Pension Liability in the December 31, 2024 actuarial valuation was determined using the following actuarial assumptions:

Inflation	2.50%
Salary Increases	3.60% to 11.85% including inflation
Discount Rate	6.75%, net of pension plan investment expense, including inflation
Administrative Expenses	All administrative expenses are paid through the Pension Trust and accounted for under reporting requirements under GASB Statement No. 68.
Mortality Rates - Service Retirees	2019 Municipal Retirees of Texas mortality tables are used for calculating the actuarial liability and the retirement contribution rates. Male rates are multiplied by 103% and female rates are multiplied by 105%. The rates are projected on a fully generational basis by the Scale MP-2021 to account for future mortality improvements.
Mortality Rates - Disabled Retirees	2019 Municipal Retirees of Texas Mortality Tables with a 4 year set-forward for males and a 3 year set-forward for females. In addition, a 3.5% and 3% minimum mortality rate is applied to reflect the impairment for younger male and female members, respectively, who become disabled. The rates are projected on a fully generational basis by Scale MP-2021 to account for future mortality improvements subject to the 3% floor.

Salary increases are based on a service-related table. Mortality rates for active members are based on the PUB(10) mortality tables with the Public Safety table used for males and the General Employee table used for females. Mortality rates for healthy retirees and beneficiaries are based on the Gender distinct 2019 Municipal Retirees of Texas mortality tables. The rates for actives, healthy retirees and beneficiaries are projected on a fully generational basis by Scale UMP to account for future mortality improvements. For disabled annuitants, the same mortality tables for healthy retirees is used with a 4-year set-forward for males and a 3-year set-forward for females. In addition, a 3.5% and 3.0% minimum mortality rate is applied, for males and females respectively, to reflect the impairment for younger members who become disabled. The rates are projected on a fully generational basis by Scale UMP to account for future mortality improvements subject to the floor.

The actuarial assumptions were developed primarily from the actuarial investigation of the experience of TMRS over the four-year period from December 31, 2018, to December 31, 2022. The assumptions were adopted in 2023 and first used in the December 31, 2023, actuarial valuation. The post-retirement mortality assumption for Annuity Purchase Rates (APRs) is based on the Mortality Experience Investigation Study covering 2009 through 2011 and dated December 31, 2013. Plan assets are managed on a total return basis with an emphasis on both capital appreciation as well as the production of income to satisfy the short-term and long-term funding needs of TMRS.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expenses and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. In determining their best estimate of a recommended investment return assumption under the various alternative asset allocation portfolios, GRS focused on the area between (1) arithmetic mean (aggressive) without an adjustment for time (conservative) and (2) the geometric mean (conservative) with an adjustment for time (aggressive). The target allocation and best estimates of arithmetic real rates return for each major asset class in fiscal year 2025 are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
		(Arithmetic)
Global Equity	35.00%	7.10%
Core Fixed Income	6.00%	5.00%
Non-Core Fixed Income	6.00%	6.80%
Hedge Funds	5.00%	6.40%
Private Equity	13.00%	8.50%
Private Debt	13.00%	8.20%
Real Estate	12.00%	6.70%
Introductory	6.00%	6.00%
Other Private Markets	4.00%	7.30%
Total	<u>100.00%</u>	

Discount Rate

The discount rate used to measure the Total Pension Liability was 6.75%. The projection of cash flows used to determine the discount rate assumed that employee and employer contributions will be made at the rates specified in statute. Based on that assumption, the pension plan's Fiduciary Net Position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the Total Pension Liability.

Changes in Net Pension Liability

	Increase (Decrease)		
	Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Net Pension Liability (a)-(b)
Balance at 12/31/2023	\$ 4,384,454	\$ 4,238,471	\$ 145,983
Changes for the year:			
Service cost	674,813	-	674,813
Interest	331,038	-	331,038
Difference between expected and actual experience	46,070	-	46,070
Change in benefit terms	230,646	-	230,646
Contributions - employer	-	328,966	(328,966)
Contributions - employee	-	319,384	(319,384)
Net investment income	-	442,611	(442,611)
Benefit payments, including refunds of employee contributions	(96,492)	(96,492)	-
Administrative expense	-	(2,825)	2,825
Other changes	-	(66)	66
Net changes	<u>1,186,075</u>	<u>991,578</u>	<u>194,497</u>
Balance at 12/31/2024	<u>\$ 5,570,529</u>	<u>\$ 5,230,049</u>	<u>\$ 340,480</u>

Sensitivity of the Net Pension Liability to Changes in the Discount Rate

The following presents the net pension liability of the City calculated using the discount rate of 6.75%, as well as what the City's net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (5.75%) or 1-percentage-point higher (7.75%) than the current rate:

	1% Decrease in Discount Rate (5.75%)	Current Single Discount Rate (6.75%)	1% Increase in Discount Rate (7.75%)
City's net pension liability (asset)	\$ 1,351,641	\$ 340,480	\$ (464,953)

Pension Plan Fiduciary Net Position

Detailed information about the pension plan's Fiduciary Net Position is available in a separately-issued TMRS financial report. That report may be obtained on the Internet at www.tmrs.com.

Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

For the year ended September 30, 2025, the City recognized pension expense of \$590,529. At September 30, 2025, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual economic experience	\$ 36,512	\$ 59,238
Changes in actuarial assumptions	-	10,971
Difference between projected and actual investment earnings	-	70,884
Contributions subsequent to the measurement date	276,530	-
Total	<u>\$ 313,042</u>	<u>\$ 141,093</u>

Amounts reported as deferred outflows of resources related to pensions resulting from contributions subsequent to the measurement date will be recognized as a reduction to the net pension liability for the year ending September 30, 2026. Other amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

For the Year Ended September 30,	
2026	\$ (31,946)
2027	21,679
2028	(69,279)
2029	(25,035)

Commitments and Contingencies

The City participates in grant programs which are governed by various rules and regulations of the grantor agencies. Costs charged to the respective grant programs are subject to audit and adjustment by the grantor agencies; therefore, to the extent that the City has not complied with the rules and regulations governing the grants, refunds of any money received may be required and collectability of any related receivable may be impaired. In the opinion of the City, there were no significant contingent liabilities relating to compliance with the rules and regulations governing the respective grants; therefore, no provision has been recorded in the accompanying basic financial statement for such contingencies.

Risk Management

The City is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The City insures its buildings and contents, law enforcement liability, public officials' liability, general liability and auto liability under a renewable one-year policy with the Texas Municipal League. The City insures its workers compensation risk by participating in the Texas Municipal League Intergovernmental Risk Pool which is a self-insurance policy mechanism for political subdivisions in Texas. Rates are set by the State Insurance Board. Each participant's contribution to the pool is adjusted based on its workers' compensation history. The City is responsible only to the extent of premiums paid and contributions made to Texas Municipal League and the Intergovernmental Risk Pool. There have been no significant changes in insurance coverage as compared to last year and settlements have not exceeded coverage in each of the past three fiscal years.

Public Improvement District

The City of Justin issued two bonds during 2018, one bond in 2021, and one bond in 2024 related the Timberbrook Public Improvement District totaling \$41,081,000. These bonds were issued to provide resources to make improvements within the districts boundaries. The bonds are special assessment debt in which the City is not liable for the obligation or repayment thereof. The City acts as the agent for the property owners in collecting special assessments and forwarding those collections on to the trustee for payment to the bond holders and initiating foreclosure proceedings, if appropriate. As of September 30, 2025, the outstanding principal on these bonds is \$24,432,000 with final maturity in 2053.

Adjustment – Change within the Financial Reporting Entity

During the year, the City reported a change in its financial reporting entity. This change resulted in the reclassification of three special revenue funds, the Justin CDC Fund, Justin EDC Fund, and Street Maintenance Fund, which were previously presented as major governmental funds. These funds are now reported as nonmajor governmental funds. The reclassification was made based on quantitative criteria.

New Accounting Guidance

Significant new accounting standards and guidance issued by the Governmental Accounting Standards Board (GASB) not yet implemented by the City include the following:

GASB Statement No. 103, Financial Reporting Model Improvements – The objective of this Statement is to improve key components of the financial reporting model to enhance its effectiveness in providing information that is essential to their analyses for making decisions or assessing accountability. This Statement will become effective for reporting periods beginning after June 15, 2025, and the impact has not yet been determined.

GASB Statement No. 104, Disclosure of Certain Capital Assets – The objective of this Statement is to provide users of government financial statements with essential information about certain types of capital assets. This Statement requires certain types of capital assets to be presented separately in the note disclosures, including right-to-use assets related to leases, Subscription-Based Information Technology Arrangements, and public-private or public-public partnerships. Other intangible assets are also required to be presented separately by major class. Additional disclosures have also been required held for sale. This Statement will become effective for reporting periods beginning after June 15, 2025, and the impact has not yet been determined.

GASB Statement No. 105, Subsequent Events – The objective of this Statement is to improve the financial reporting requirements for subsequent events, thereby enhancing consistency in their application and better meeting the information needs of financial statement users. This Statement will become effective for fiscal years beginning after June 15, 2026, and the impact has not yet been determined.

REQUIRED SUPPLEMENTARY INFORMATION

CITY OF JUSTIN, TEXAS

**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCE - BUDGET (BUDGET BASIS) AND ACTUAL
GENERAL FUND**

FOR THE YEAR ENDED SEPTEMBER 30, 2025

	Original Budget	Final Budget	Actual	Variance with Final Budget Positive (Negative)
REVENUES				
Property taxes	\$ 6,762,794	\$ 6,762,794	\$ 5,654,162	\$ (1,108,632)
Sales taxes	1,747,000	1,747,000	2,090,017	343,017
Alcoholic beverage taxes	20,000	20,000	23,848	3,848
Franchise tax	252,500	252,500	489,363	236,863
Fines and forfeitures	298,494	298,494	346,140	47,646
Licenses and permits	1,722,230	1,722,471	5,402,186	3,679,715
Charges for services	20,813	20,813	33,462	12,649
Intergovernmental	14,200	14,200	434,098	419,898
Contributions and donations	-	-	23,335	23,335
Investment earnings	3,000	3,000	160,090	157,090
Miscellaneous	135,120	135,120	414,244	279,124
Total revenues	<u>10,976,151</u>	<u>10,976,392</u>	<u>15,070,945</u>	<u>4,094,553</u>
EXPENDITURES				
Current:				
General government	2,716,139	2,716,138	2,685,677	30,461
Public safety:				
Police	1,988,640	2,119,164	2,150,935	(31,771)
Fire	2,066,867	3,189,498	2,169,034	1,020,464
Culture and recreation	1,253,193	1,269,442	1,245,836	23,606
Community development	1,164,850	1,178,858	1,323,076	(144,218)
Capital outlay	806,400	3,384,599	1,919,236	1,465,363
Debt service:				
Principal	884,008	1,050,364	365,587	684,777
Interest and fiscal charges	130,605	130,955	66,412	64,543
Total expenditures	<u>11,010,702</u>	<u>15,039,018</u>	<u>11,925,793</u>	<u>3,113,225</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(34,551)</u>	<u>(4,062,626)</u>	<u>3,145,152</u>	<u>7,207,778</u>
OTHER FINANCING SOURCES (USES)				
Transfers in	36,000	36,000	36,000	-
Issuance of bonds	-	3,561,314	965,000	(2,596,314)
Premium on issuance	-	56,262	56,262	-
Issuance of leases	-	-	714,229	714,229
Total other financing sources (uses)	<u>36,000</u>	<u>3,653,576</u>	<u>1,771,491</u>	<u>(1,882,085)</u>
CHANGE IN FUND BALANCE	1,449	(409,050)	4,916,643	5,325,693
FUND BALANCE - BEGINNING	<u>4,693,796</u>	<u>4,693,796</u>	<u>4,693,796</u>	<u>-</u>
FUND BALANCE - ENDING	<u>\$ 4,695,245</u>	<u>\$ 4,284,746</u>	<u>\$ 9,610,439</u>	<u>\$ 5,325,693</u>

CITY OF JUSTIN, TEXAS

NOTES TO BUDGETARY SCHEDULES

SEPTEMBER 30, 2025

Budgetary Information

Annual budgets are adopted on a basis consistent with generally accepted accounting principles (GAAP) for the General Fund, Justin EDC, and Justin CDC. The original budget is adopted by the City Council prior to the beginning of the year. The legal level of control as defined by the City Charter is the fund level. The City Manager is authorized to transfer budgeted amounts between departments within any fund; however, any revisions that alter total expenditures of any fund must be approved by the City Council. Appropriations lapse at the end of the year. Several supplemental budget appropriations were made during the year.

CITY OF JUSTIN, TEXAS

**SCHEDULE OF CHANGES IN NET PENSION LIABILITY AND RELATED RATIOS
TEXAS MUNICIPAL RETIREMENT SYSTEM (TMRS)**

FOR THE YEAR ENDED SEPTEMBER 30, 2025

Measurement year December 31,	2015	2016	2017
Total pension liability			
Service cost	\$ 95,639	\$ 106,157	\$ 109,531
Interest (on the total pension liability)	91,384	101,952	139,208
Change in benefit terms including substantively automatic status	-	-	455,003
Difference between expected and actual experience	37,601	(8,162)	(291,329)
Changes in assumptions	29,491	-	-
Benefit payments, including refunds of employee contributions	<u>(40,477)</u>	<u>(68,423)</u>	<u>(140,977)</u>
Net change in total pension liability	213,638	131,524	271,436
Total pension liability - beginning	<u>1,277,899</u>	<u>1,491,537</u>	<u>1,623,061</u>
Total pension liability - ending (a)	<u>\$ 1,491,537</u>	<u>\$ 1,623,061</u>	<u>\$ 1,894,497</u>
Plan fiduciary net position			
Contributions - employer	\$ 33,161	\$ 33,201	\$ 42,890
Contributions - employee	67,926	72,314	75,022
Net investment income	1,892	90,741	203,701
Benefit payments, including refunds of employee contributions	(40,477)	(68,423)	(140,977)
Administrative expenses	(1,152)	(1,025)	(1,056)
Other	<u>(57)</u>	<u>(55)</u>	<u>(54)</u>
Net change in plan fiduciary net position	61,293	126,753	179,526
Plan fiduciary net position - beginning	<u>1,282,060</u>	<u>1,343,353</u>	<u>1,470,106</u>
Plan fiduciary net position - ending (b)	<u>\$ 1,343,353</u>	<u>\$ 1,470,106</u>	<u>\$ 1,649,632</u>
Net Pension Liability (a) - (b)	<u>\$ 148,184</u>	<u>\$ 152,955</u>	<u>\$ 244,865</u>
Plan fiduciary net position as a percentage of total pension liability	90.07%	90.58%	87.07%
Covered payroll	\$ 1,358,510	\$ 1,446,286	\$ 1,500,430
Net pension liability as a percentage of covered payroll	10.91%	10.58%	16.32%

2018	2019	2020	2021	2022	2023	2024
\$ 217,322 131,583	\$ 263,616 149,764	\$ 308,261 179,164	\$ 367,477 205,605	\$ 426,207 230,457	\$ 547,655 268,613	\$ 674,813 331,038
-	-	-	-	-	-	230,646
(23,355) -	38,523 15,176	(42,438) -	(111,937) -	(19,882) -	(54,921) (18,027)	46,070 -
<u>(107,553)</u>	<u>(51,138)</u>	<u>(56,566)</u>	<u>(109,188)</u>	<u>(135,479)</u>	<u>(128,982)</u>	<u>(96,492)</u>
217,997	415,941	388,421	351,957	501,303	614,338	1,186,075
<u>1,894,497</u>	<u>2,112,494</u>	<u>2,528,435</u>	<u>2,916,856</u>	<u>3,268,813</u>	<u>3,770,116</u>	<u>4,384,454</u>
<u>\$ 2,112,494</u>	<u>\$ 2,528,435</u>	<u>\$ 2,916,856</u>	<u>\$ 3,268,813</u>	<u>\$ 3,770,116</u>	<u>\$ 4,384,454</u>	<u>\$ 5,570,529</u>
\$ 148,956 113,527 (49,359)	\$ 150,047 137,300 271,225	\$ 169,725 160,195 171,768	\$ 207,402 191,823 353,324	\$ 226,358 217,060 (244,826)	\$ 287,280 276,993 396,422	\$ 328,966 319,383 442,611
(107,553) (955) (51)	(51,138) (1,532) (47)	(56,566) (1,110) (43)	(109,188) (1,631) 12	(135,479) (2,113) 2,523	(128,982) (2,510) (18)	(96,492) (2,824) (66)
104,565	505,855	443,969	641,742	63,523	829,185	991,578
<u>1,649,632</u>	<u>1,754,197</u>	<u>2,260,052</u>	<u>2,704,021</u>	<u>3,345,763</u>	<u>3,409,286</u>	<u>4,238,471</u>
<u>\$ 1,754,197</u>	<u>\$ 2,260,052</u>	<u>\$ 2,704,021</u>	<u>\$ 3,345,763</u>	<u>\$ 3,409,286</u>	<u>\$ 4,238,471</u>	<u>\$ 5,230,049</u>
<u>\$ 358,297</u>	<u>\$ 268,383</u>	<u>\$ 212,835</u>	<u>\$ (76,950)</u>	<u>\$ 360,830</u>	<u>\$ 145,983</u>	<u>\$ 340,480</u>
83.04%	89.39%	92.70%	102.35%	90.43%	96.67%	93.89%
\$ 1,621,808	\$ 1,961,427	\$ 2,288,497	\$ 2,740,324	\$ 3,083,985	\$ 3,957,042	\$ 4,562,633
22.09%	13.68%	9.30%	-2.81%	11.70%	3.69%	7.46%

SCHEDULE OF EMPLOYER CONTRIBUTIONS
TEXAS MUNICIPAL RETIREMENT SYSTEM (TMRS)

FOR THE YEAR ENDED SEPTEMBER 30, 2025

Fiscal year ended September 30,	2016	2017	2018
Actuarially determined contribution	\$ 36,084	\$ 74,662	\$ 175,267
Contribution in relation to the actuarially determined contribution	<u>36,084</u>	<u>74,662</u>	<u>175,267</u>
Contribution deficiency	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Covered payroll	1,444,826	1,447,775	1,353,576
Contributions as a percentage of covered payroll	2.50%	5.16%	12.95%

Notes to Schedule

Valuation date	Actuarially determined contribution rates are calculated as of December 31 and become effective in January 13 months later.
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Methods and assumptions used to determine contribution rates:

Actuarial Cost Method	Entry age normal
Amortization Method	Level percentage of payroll, closed
Remaining Amortization Period	20 Years
Asset Valuation Method	10 year smoothed market: 12% soft corridor
Inflation	2.5%
Salary increases	3.60% to 11.85% including inflation
Investment rate of return	6.75%
Retirement Age	Experience-based table of rates that are specific to the City's plan of benefits. Last updated for the 2023 valuation pursuant to an experience study of the period ending 2022.
Mortality	Post-retirement: 2019 Municipal Retirees of Texas Mortality Tables. Male rates are multiplied by 103% and female rates are multiplied by 105%. The rates are projected on a fully generational basis by the most recent Scale MP-2021 (with immediate convergence). Pre-retirement: PUB(10) mortality tables, with the 110% of the Public Safety table used for males and the 100% of the General Employee table used for females. The rates are projected on a fully generational basis by the most recent Scale MP-2021 (with immediate convergence).

Other information:

Notes	Increased repeating USC from 50% to 75%
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<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
\$ 122,699	\$ 133,950	\$ 203,661	\$ 214,053	\$ 260,373	\$ 324,888	\$ 371,735
<u>122,699</u>	<u>133,950</u>	<u>202,687</u>	<u>215,359</u>	<u>260,373</u>	<u>324,888</u>	<u>371,735</u>
<u>\$ -</u>	<u>\$ -</u>	<u>\$ (974)</u>	<u>\$ 1,306</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
1,570,062	1,961,427	2,689,488	2,917,543	3,586,398	4,497,375	5,037,262
7.81%	6.83%	7.54%	7.38%	7.26%	7.22%	7.38%

CITY OF JUSTIN, TEXAS

COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS

SEPTEMBER 30, 2025

	Justin EDC	Justin CDC	Street Maintenance Fund
ASSETS			
Cash and cash equivalents	\$ 1,108,085	\$ 1,358,195	\$ 1,159,942
Receivables, net	61,031	61,571	122,062
Due from other funds	-	-	134,721
Restricted assets:			
Cash and cash equivalents	-	-	504,641
Total assets	<u>1,169,116</u>	<u>1,419,766</u>	<u>1,921,366</u>
LIABILITIES			
Accounts payable	7,444	88,228	-
Due to other funds	<u>127,031</u>	<u>72,901</u>	<u>-</u>
Total liabilities	<u>134,475</u>	<u>161,129</u>	<u>-</u>
FUND BALANCES			
Restricted:			
Debt service	-	-	-
Community development	-	1,258,637	-
Economic development	1,034,641	-	-
Court security and technology	-	-	-
Street maintenance	-	-	1,921,366
Total fund balances	<u>1,034,641</u>	<u>1,258,637</u>	<u>1,921,366</u>
 Total liabilities, deferred inflows and fund balances	 <u>\$ 1,169,116</u>	 <u>\$ 1,419,766</u>	 <u>\$ 1,921,366</u>

Municipal Court Fund	Debt Service Fund	Total Non-Major Governmental Funds
\$ 26,543	\$ 326,909	\$ 3,979,674
-	-	244,664
-	-	134,721
-	-	504,641
<u>26,543</u>	<u>326,909</u>	<u>4,863,700</u>
-	-	95,672
-	-	199,932
-	-	295,604
-	326,909	326,909
-	-	1,258,637
-	-	1,034,641
26,543	-	26,543
-	-	1,921,366
<u>26,543</u>	<u>326,909</u>	<u>4,568,096</u>
<u>\$ 26,543</u>	<u>\$ 326,909</u>	<u>\$ 4,863,700</u>

CITY OF JUSTIN, TEXAS

STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
NONMAJOR GOVERNMENTAL FUNDS

FOR THE YEAR ENDED SEPTEMBER 30, 2025

	Justin EDC*	Justin CDC*	Street Maintenance Funds*
REVENUES			
Property taxes	\$ -	\$ -	\$ -
Sales taxes	522,504	522,504	1,045,008
Fines and forfeitures	-	-	-
Investment earnings	10,664	13,555	-
Miscellaneous	<u>15,663</u>	<u>-</u>	<u>-</u>
Total revenues	<u>548,831</u>	<u>536,059</u>	<u>1,045,008</u>
EXPENDITURES			
Current:			
Public works	-	-	444,950
Economic development	131,457	-	-
Community development	-	134,801	-
Capital outlay	342,490	-	9,140
Debt service:			
Principal	75,000	100,000	55,000
Interest and fiscal charges	<u>6,789</u>	<u>13,359</u>	<u>29,400</u>
Total expenditures	<u>555,736</u>	<u>248,160</u>	<u>538,490</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(6,905)</u>	<u>287,899</u>	<u>506,518</u>
OTHER FINANCING SOURCES (USES)			
Transfers out	<u>(18,000)</u>	<u>(18,000)</u>	<u>-</u>
Total other financing sources (uses)	<u>(18,000)</u>	<u>(18,000)</u>	<u>-</u>
CHANGE IN FUND BALANCE	(24,905)	269,899	506,518
FUND BALANCE - BEGINNING, AS PREVIOUSLY REPORTED	-	-	-
ADJUSTMENTS			
Change in financial reporting entity	<u>1,059,546</u>	<u>988,738</u>	<u>1,414,848</u>
FUND BALANCE - BEGINNING, AS RESTATED	<u>1,059,546</u>	<u>988,738</u>	<u>1,414,848</u>
FUND BALANCE - ENDING	<u>\$ 1,034,641</u>	<u>\$ 1,258,637</u>	<u>\$ 1,921,366</u>

*Formally a major fund

Municipal Court Fund	Debt Service Fund	Total Non-Major Governmental Funds
\$ -	\$ 835,889	\$ 835,889
-	-	2,090,016
26,543	-	26,543
-	-	24,219
-	-	15,663
<u>26,543</u>	<u>835,889</u>	<u>2,992,330</u>
-	-	444,950
-	-	131,457
-	-	134,801
-	-	351,630
-	345,000	575,000
-	<u>163,980</u>	<u>213,528</u>
-	<u>508,980</u>	<u>1,851,366</u>
<u>26,543</u>	<u>326,909</u>	<u>1,140,964</u>
-	-	<u>(36,000)</u>
-	-	<u>(36,000)</u>
26,543	326,909	1,104,964
-	-	-
-	-	<u>3,463,132</u>
-	-	<u>3,463,132</u>
<u>\$ 26,543</u>	<u>326,909</u>	<u>\$ 4,568,096</u>

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COMPLIANCE SECTION

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INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Honorable Mayor
and Members of City Council
City of Justin, Texas

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*), the financial statements of the governmental activities, the business-type activities, and each major fund of the City of Justin, Texas, as of and for the year ended September 30, 2025, and the related notes to the financial statements, which collectively comprise the City of Justin, Texas' basic financial statements, and have issued our report thereon dated March 23, 2026.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City of Justin, Texas' internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City of Justin, Texas' internal control. Accordingly, we do not express an opinion on the effectiveness of the City of Justin, Texas' internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the City of Justin, Texas' financial statements will not be prevented or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

OFFICE LOCATIONS

TEXAS | Waco | Temple | Hillsboro | Houston
NEW MEXICO | Albuquerque



Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City of Justin, Texas' financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City of Justin, Texas' internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Pattillo, Brown & Hill, L.L.P.

Waco, Texas
March 23, 2026



City Council Coversheet
March 26, 2026
415 N. COLLEGE AVE.

Agenda Item: 1. (PUBLIC HEARING ITEM(S))

Title: Conduct a Public Hearing and consider adopting Ordinance 847-26, first reading, consider amending the existing Specific Use Permit for Thrifted It legally described as O T JUSTIN BLK 33 LOT 17,18 O T JUSTIN addressed as 209 W 5th Street; and take appropriate action.

Department: Administration

Contact: Matthew Cyr, Director of Planning and Development

Recommendation:

Staff recommends consideration.

Background:

The request is to transfer the Specific Use Permit to a new owner and expand the use to incorporate the additional building located on the property.

Applicant

Kristi Sill

Property Information

Item	Description
Business Name	Thrifted It
Address	209 W 5th Street
Legal Description	O T Justin Block 33 Lots 17 & 18
Existing Entitlement	Specific Use Permit (SUP 20-05)

Proposed Action Amend SUP to transfer to new owner and expand the use to include an additional building

Background

The City of Justin previously approved Specific Use Permit SUP 20-05 in 2021 allowing the operation of Thrifted It, a resale retail establishment, at 209 W 5th Street.

The original SUP included several operational conditions intended to address parking, storage, and operational impacts associated with resale businesses. These conditions included:

- No outdoor display of resale items, clothing, furniture, or equipment
- All donations must be delivered to the rear of the building and stored indoors
- No outdoor storage of donated items
- Signage prohibiting after-hours donation drop-offs
- Installation and maintenance of a minimum of 10 paved parking spaces with maneuvering area
- Compliance with all applicable City code requirements
- Fire inspection and Certificate of Occupancy requirements

Additionally, the original SUP specifically stated that the permit was not transferable to a new user or location within the City.

Request

The applicant, Kristi Sill, is requesting an amendment to the existing SUP to allow:

1. Transfer of the Specific Use Permit to the new owner, and
2. Expansion of the approved use to include the additional building located on the property.
Currently, there are no plans from the business, but it may be of interest for the business in the future.

The expansion would allow the resale retail operations to utilize both structures on the site while maintaining the same general business model and operational characteristics.

Planning and Zoning Commission:

On March 17, 2026, the Planning and Zoning Commission unanimously recommended approval.

City Attorney Review: No

Attachments:

1. THRIFTEDit signed SUP
2. Buffer Map
3. Proposed Ordinance



Conditions of Approval

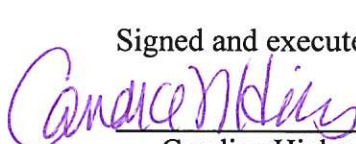
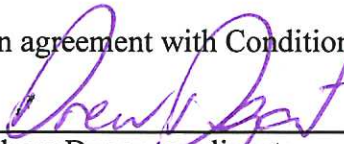
Approved: January 25, 2021

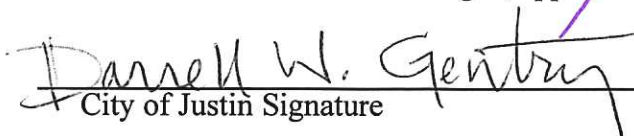
SUP 20-05 Thrifty-It

The conditions have been approved and agreed-to by applicant:

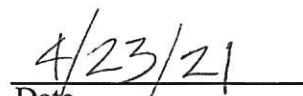
- 1) Applicant(s) must apply for sign permit for business advertising. All signs advertising the business must conform to the City Sign Ordinance regulations in effect at the time of application.
- 2) No outdoor display of resale items, clothing, furniture or equipment shall be allowed.
- 3) All daily drop-off donations must be delivered to rear of building and only stored inside the building each day by close of business. No outdoor storage of any donated items or other items shall be allowed at any time.
- 4) Applicant(s) shall post a sign or signs prohibiting the drop off of donated items after business hours. Business hours and days shall be clearly posted on said sign(s).
- 5) Applicant(s) shall install and maintain a minimum of 10 or more paved 90 degree striped parking spaces with a 30 feet for maneuver lane per City standards and codes in effect as of this date. Three parking spaces may be located along West 5th Street frontage with turn-around maneuvering allowed into the street. ADA parking shall be identified and provided.
- 6) Applicant(s) shall comply with City code requirements currently in effect and applicable to SUP 20-05.
- 7) Specific Use Permit (SUP 20-05) is hereby granted specifically for the existing location at 209 W. 5th Street only and not transferrable to new user or to any different location in the City of Justin.
- 8) Proof of Fire Department inspection and requirement compliance for occupancy shall be on file with the City Development Services Department.
- 9) Applicant shall obtain a Certificate of Occupancy inspection by City Building Official. City officials may grant a temporary Certificate of Occupancy per City Code regulations.

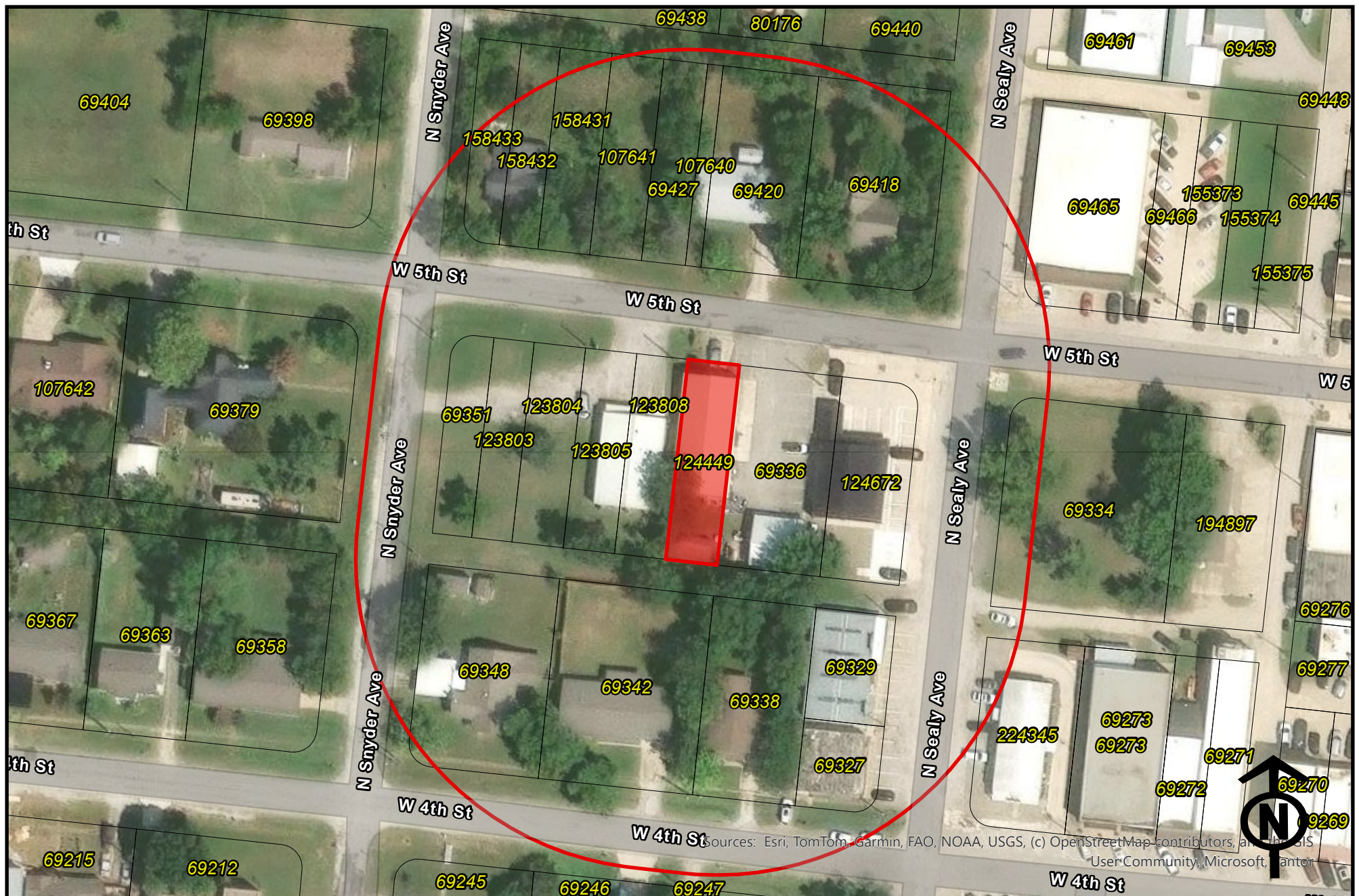
Signed and executed as in agreement with Conditions as specified:

 & 
Candice Hicks & Andrew Dugan, applicants


City of Justin Signature


Date

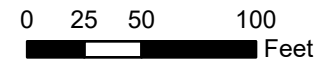

Date



Legend

- Subject Property
- 200ft Notice Radius
- Parcels

Thrift Store Specific Use Permit City of Justin, TX



Prepared by:
Christopher T. Young
GIS Technician
Date: 03/04/2026



EXHIBIT A

AMENDED SPECIFIC USE PERMIT (SUP 20-05)

THRIFTED IT – 209 W. 5TH STREET

The following conditions shall apply to the amended Specific Use Permit (SUP 20-05) for the resale retail use known as *Thriftd It*, located at 209 W. 5th Street, City of Justin, Texas:

1. The Specific Use Permit (SUP 20-05) is hereby approved for the operation of a resale retail establishment at 209 W. 5th Street and shall apply to both existing structures located on the property.
2. This Specific Use Permit is hereby amended to allow transfer of the SUP to the current property owner and operator, Kristi Sill. Any future transfer to a new user or owner shall require review and consideration by the Planning and Zoning Commission and City Council.
3. The approved use may expand to include the auxiliary building located on the property. All operations within the additional building shall be consistent with the primary resale retail use.
4. All signage advertising the business shall conform to the City of Justin Sign Ordinance regulations in effect at the time of application. A separate sign permit shall be required.
5. No outdoor display of resale items, clothing, furniture, or equipment shall be allowed.
6. All donation drop-offs shall occur at the rear of the building and must be stored indoors. No outdoor storage of donated items or other materials shall be permitted at any time.
7. The applicant shall post signage prohibiting the drop-off of donated items after business hours. Business hours and days of operation shall be clearly displayed on-site.
8. The applicant shall provide and maintain a minimum of ten (10) paved parking spaces with adequate maneuvering area in accordance with City standards. ADA-accessible parking shall be provided as required by code.
9. All development and operations shall comply with all applicable City of Justin codes and ordinances in effect at the time of development and as amended.
10. Proof of Fire Department inspection and compliance shall be provided prior to occupancy of any structure on the property.
11. A Certificate of Occupancy shall be obtained from the City prior to occupancy or use of any building on the property. A temporary Certificate of Occupancy may be issued in accordance with City regulations.

12. Any intensification of use, significant operational change, or expansion beyond the scope described herein shall require further review and approval by the City.



City Council Coversheet
March 26, 2026
415 N. COLLEGE AVE.

Agenda Item: 2. (PUBLIC HEARING ITEM(S))

Title: Conduct a Public Hearing and consider adopting Ordinance 848-26, first reading, to consider rezoning approximately 1,244 acres from Single-Family Rural Estate (SF-RE) to Planned Development Single-Family 2 (PD-SF 2) with an amended minimum lot standard to 4,400 square-feet; Planned Development- Regional Commercial (PD-RC); and Planned Development Mixed-Use (PD-MU) and other amended standards, generally located north and northwest of FM 407 and Treeline Parkway; and take appropriate action.

Department: Administration

Contact: Matthew Cyr, Director of Planning and Development

Recommendation:

Staff recommends consideration and approval based on the approved Developers Agreement.

Background:

Request

The applicant is requesting approval of a Planned Development (PD) zoning district to allow for a large-scale master planned community known as Crestview.

The proposed PD would allow for:

- Up to 4,905 residential units including a mix of single-family and multi-family housing
- Commercial and mixed-use development areas
- Public park land and open space
- Internal collector and residential street networks
- HOA amenities and recreational facilities

The PD establishes development standards and infrastructure requirements for the project.

Concept Plan

The submitted concept plan illustrates a master planned community layout including:

- Single-family neighborhoods
- Multifamily development areas
- Commercial nodes along major corridors
- Regional park and trail connections
- Internal collector roads and neighborhood streets
- Stormwater and open space corridors

The plan also includes a central amenity area and park system connected by trail corridors as shown on the concept plan. Concept Plan_24X36

Commercial areas are generally concentrated along FM 407 and major internal arterials.

Planned Development Standards

The PD establishes modified development standards including:

Residential Lot Standards

Standard	Requirement
Minimum Lot Area	4,400 sq ft
Minimum Lot Width	40 feet
Corner Lot Width	45 feet
Minimum Lot Depth	110 feet
Minimum Dwelling Size	1,400 sq ft
Maximum Building Height	40 feet
Minimum Masonry	70%

The PD includes several roadway classifications:

Arterial Roadway

- 100-foot right-of-way
 - Four-lane divided roadway
 - Turn lanes and urban design standards
-

Collector Streets

- 60-foot right-of-way
- 37-foot back-to-back pavement with center turn lane

Residential Streets

- 50-foot right-of-way
- 31-foot pavement section

Roadway construction may be financed through PID assessments or PID bond proceeds as allowed by law. Crestview Planned Development

Water and wastewater infrastructure must comply with the City's master plans and TCEQ requirements. Crestview Planned Development

Surrounding Land Uses

Direction Land Use

North	Undeveloped land / ETJ
South	Timberbrook development
East	Residential subdivisions
West	Undeveloped land / ETJ

Comprehensive Plan

The proposed development is generally consistent with the City's long-term growth pattern along the FM 407 corridor, which anticipates:

- Mixed-use and commercial activity along major corridors
- Master planned residential communities
- Park and trail connectivity

The PD framework allows flexibility while maintaining standards consistent with the City's development regulations.

Public Notification

Public hearing notices were sent in accordance with State law and City policy.

Staff will provide an update regarding any public comments received prior to the Planning and Zoning Commission meeting.

Fiscal Impact

The development represents a significant long-term expansion of the City's tax base and population.

Potential fiscal impacts include:

- Increased property tax base
- Sales tax from commercial development
- Infrastructure expansion requirements
- Future park and facility needs

A finance plan including the usage of a Public Improvement District and Tax Increment Reinvestment Zone will be required as the project progresses.

Planning and Zoning Commission Recommendation:

On March 17, 2026, the Planning and Zoning Commission recommended approval with the condition that the developer meet with the adjacent landowners ahead of the March 26th Council meeting to discuss adjacency issues.

Staff and the developer are meeting with these landowners on March 20th. Therefore the developer is making some changes to accommodate the concerns heard the the Public Hearing. The fully updated Planned Development document will be uploaded in the packet no later than Monday, March 23rd.

City Attorney Review: No

Attachments:

1. Signed_Copy_of_Zoning_Application
2. Zoning Exhibit
3. Proposed Ordinance
4. Crestview Planned Development

SELECT APPLICATION TYPE

☐ Zoning Change ☐ Special Use Permit ☒ Planned Development

DEVELOPMENT

Project Address FM407 & Timberbrook Parkway
Project Name Crestview
Legal Description See attached Metes & bounds Acreage 1,244.35
Current Zoning SF2 Proposed Zoning Planned Development
Current Use Undeveloped Proposed Use Single-Family Mult-Family, Commercial, Mixed Use, City Parks, Private Open Space

OWNER INFORMATION

Company/Name Bloomfield Homes, LP
Contact Name Don Dykstra
Address 1900 WKirkwoodBlvd, Suite 2300B City Southlake State TX Zip 76092
Phone 817-416-1572 Email Don@bloomfieldhomes.net

For additional owners, please include additional copies of this page. The property owner MUST sign the application or submit a notarized letter of authorization.

REPRESENTATIVE/AGENT INFORMATION

Company GMcivil Contact Name Jason Weaver, P.E.
Address 2559 SW Grapevine Pkwy City Grapevine State TX Zip 76051
Phone 817-329-4373 Email jweaver@gmcivil.com

CERTIFICATION

I certify that the above information is correct and complete to the best of my acknowledge and ability, and that I will be fully prepared to present the proposal at a Planning and Zoning Commission and City Council public hearing. I reserve the right to withdraw this proposal at any time by filing a written request with the Development Services Department.


Owner Signature

Agent Signature

2/2/2026
Date
2/2/2026
Date

Donald J. Dykstra
Owner Name (Print)
Jason Weaver
Agent Name (Print)

SELECT APPLICATION TYPE

☐ Zoning Change ☐ Special Use Permit ☒ Planned Development

DEVELOPMENT

Project Address FM407 & Timberbrook Parkway
Project Name Crestview
Legal Description See attached Metes & bounds Acreage 1,244.35
Current Zoning SF2 Proposed Zoning Planned Development
Current Use Undeveloped Proposed Use Single-Family Mult-Family, Commercial, Mixed Use, City Parks, Private Open Space

OWNER INFORMATION

Company/Name Justin Timberbrook, LLC
Contact Name Don Dykstra
Address 1900 WKirkwoodBlvd, Suite 2300B City Southlake State TX Zip 76092
Phone 817-416-1572 Email Don@bloomfieldhomes.net

For additional owners, please include additional copies of this page. The property owner MUST sign the application or submit a notarized letter of authorization.

REPRESENTATIVE/AGENT INFORMATION

Company GMcivil Contact Name Jason Weaver, P.E.
Address 2559 SW Grapevine Pkwy City Grapevine State TX Zip 76051
Phone 817-329-4373 Email jweaver@gmcivil.com

CERTIFICATION

I certify that the above information is correct and complete to the best of my acknowledge and ability, and that I will be fully prepared to present the proposal at a Planning and Zoning Commission and City Council public hearing. I reserve the right to withdraw this proposal at any time by filing a written request with the Development Services Department.


Owner Signature

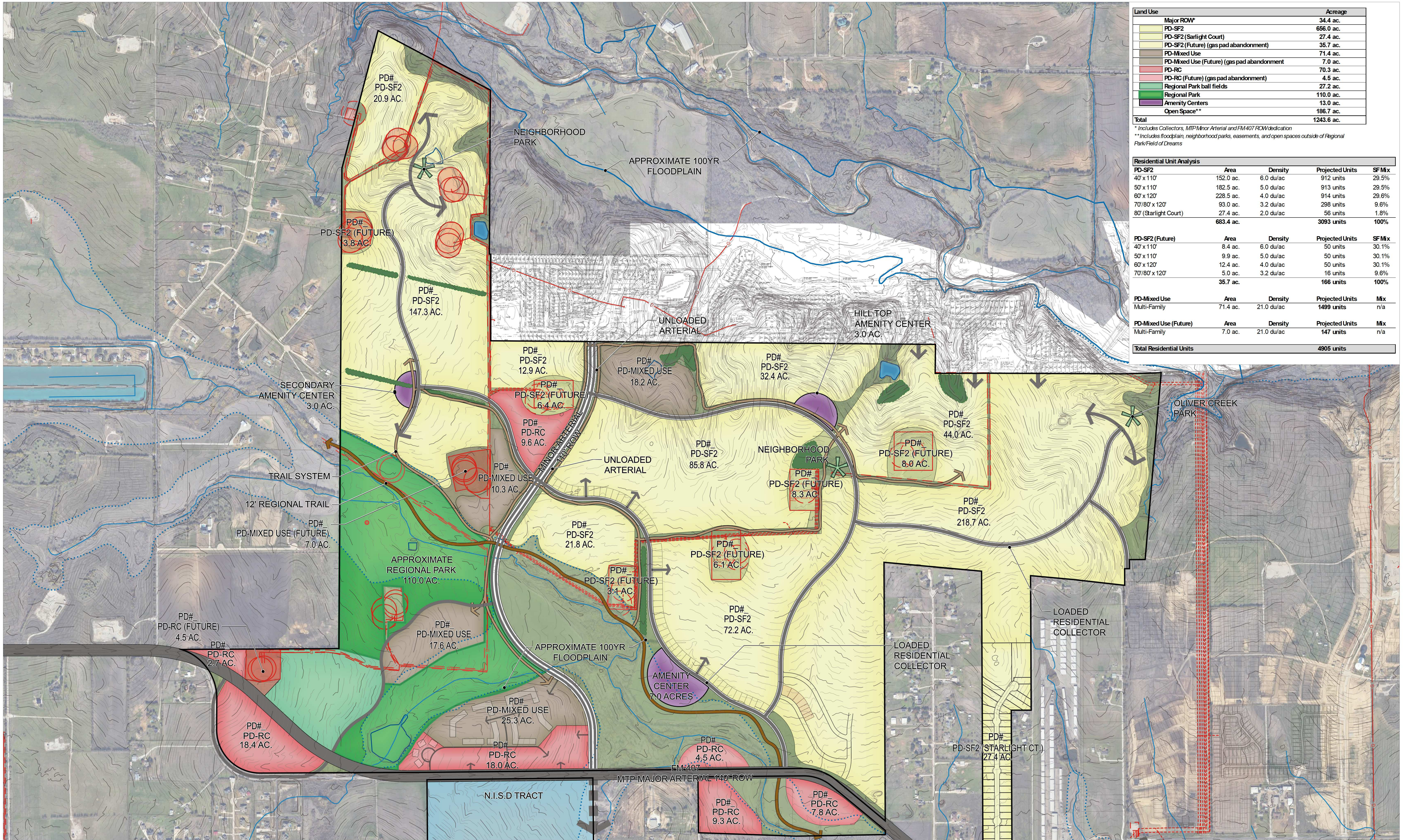
2/2/2026
Date

DONALD J. DYKSTRA
Owner Name (Print)


Agent Signature

2/2/2026
Date

Jason Weaver
Agent Name (Print)



Land Use	Acreage
Major ROW*	34.4 ac.
PD-SF2	656.0 ac.
PD-SF2 (Starlight Court)	27.4 ac.
PD-SF2 (Future) (gas pad abandonment)	35.7 ac.
PD-Mixed Use	71.4 ac.
PD-Mixed Use (Future) (gas pad abandonment)	7.0 ac.
PD-RC	70.3 ac.
PD-RC (Future) (gas pad abandonment)	4.5 ac.
Regional Park ball fields	27.2 ac.
Regional Park	110.0 ac.
Amenity Centers	13.0 ac.
Open Space**	186.7 ac.
Total	1243.6 ac.

* Includes Collectors, MTP Minor Arterial and FM407 ROW dedication

** Includes floodplain, neighborhood parks, easements, and open spaces outside of Regional Park/Field of Dreams

Residential Unit Analysis	Area	Density	Projected Units	SF Mix
PD-SF2				
40' x 110'	152.0 ac.	6.0 du/ac	912 units	29.5%
50' x 110'	182.5 ac.	5.0 du/ac	913 units	29.5%
60' x 120'	228.5 ac.	4.0 du/ac	914 units	29.6%
70' 80' x 120'	93.0 ac.	3.2 du/ac	298 units	9.6%
80' (Starlight Court)	27.4 ac.	2.0 du/ac	56 units	1.8%
	683.4 ac.		3093 units	100%

PD-SF2 (Future)	Area	Density	Projected Units	SF Mix
40' x 110'	8.4 ac.	6.0 du/ac	50 units	30.1%
50' x 110'	9.9 ac.	5.0 du/ac	50 units	30.1%
60' x 120'	12.4 ac.	4.0 du/ac	50 units	30.1%
70' 80' x 120'	5.0 ac.	3.2 du/ac	16 units	9.6%
	35.7 ac.		166 units	100%

PD-Mixed Use	Area	Density	Projected Units	Mix
Multi-Family	71.4 ac.	21.0 du/ac	1499 units	n/a

PD-Mixed Use (Future)	Area	Density	Projected Units	Mix
Multi-Family	7.0 ac.	21.0 du/ac	147 units	n/a

Total Residential Units	4905 units
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ORDINANCE NO. 848-26

AN ORDINANCE OF THE CITY OF JUSTIN, TEXAS, CONDUCTING A PUBLIC HEARING AND APPROVING A ZONING CHANGE FOR APPROXIMATELY 1,244 ACRES OF LAND, GENERALLY LOCATED NORTH AND NORTHWEST OF F.M. 407 AND TREELINE PARKWAY, FROM SINGLE-FAMILY RURAL ESTATE (SF-RE) TO PLANNED DEVELOPMENT DISTRICTS INCLUDING PLANNED DEVELOPMENT SINGLE-FAMILY 2 (PD-SF-2) WITH A MINIMUM LOT SIZE OF 4,400 SQUARE FEET, PLANNED DEVELOPMENT – REGIONAL COMMERCIAL (PD-RC), AND PLANNED DEVELOPMENT – MIXED-USE (PD-MU), INCLUDING ASSOCIATED DEVELOPMENT STANDARDS; AMENDING THE OFFICIAL ZONING MAP; PROVIDING THAT SUCH PROPERTY SHALL BE DEVELOPED IN ACCORDANCE WITH EXHIBIT A; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A REPEALER CLAUSE; PROVIDING A PENALTY; PROVIDING A SAVINGS CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Bloomfield Homes, L.P. and Justin Timberbrook, LLC (collectively, “Developers”), are the owners of approximately 1,244 acres of land generally located north and northwest of F.M. 407 and Treeline Parkway (the “Property”); and

WHEREAS, the Property was recently annexed into the City and initially zoned Single-Family Rural Estate (SF-RE) pursuant to Ordinance No. 827-25; and

WHEREAS, the Developers have submitted a request to rezone the Property to Planned Development (PD) districts to allow for a master-planned community including single-family residential, commercial, mixed-use, parks, and open space; and

WHEREAS, the proposed Planned Development includes PD-SF-2 zoning with a minimum lot size of 4,400 square feet, as well as PD-RC and PD-MU zoning districts, along with associated development standards as outlined in Exhibit A; and

WHEREAS, the Planning and Zoning Commission conducted a public hearing and made a recommendation to the City Council; and

WHEREAS, the City Council conducted a public hearing and provided all required notices in accordance with Texas law and the City’s ordinances, affording all interested persons the opportunity to be heard; and

WHEREAS, the City Council finds that the proposed zoning change is consistent with the Comprehensive Plan, promotes orderly growth, and protects the public health, safety, and welfare;

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

SECTION 1. A public hearing was conducted by the City Council in accordance with applicable law prior to the adoption of this Ordinance.

SECTION 2. The Official Zoning Map of the City of Justin is hereby amended to rezone approximately 1,244 acres of land, as described in **Exhibit A**, from Single-Family Rural Estate (SF-RE) to the following Planned Development districts:

- Planned Development – Single-Family 2 (PD-SF-2) with a minimum lot size of 4,400 square feet;
- Planned Development – Regional Commercial (PD-RC); and
- Planned Development – Mixed-Use (PD-MU).

SECTION 3. The Property shall be developed in accordance with the Planned Development document attached hereto as Exhibit A, which is incorporated herein for all purposes. In the event of a conflict between the Unified Development Code and Exhibit A, the provisions of Exhibit A shall control.

SECTION 4. Except as amended herein, all applicable provisions of the City of Justin Unified Development Code and other ordinances shall remain in full force and effect.

SECTION 5. If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of this Ordinance.

SECTION 6. REPEALER

All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 7. Any person, firm, or corporation violating any provision of this Ordinance shall be deemed guilty of a misdemeanor and, upon conviction, shall be fined in accordance with the general penalty provision of the City Code.

SECTION 8. All rights and remedies of the City of Justin are expressly saved as to any and all violations of any zoning ordinance or regulation that have accrued at the time of the effective date of this Ordinance.

SECTION 9. This Ordinance shall take effect immediately upon its passage and approval as provided by law.

DULY PASSED by the City Council of the City of Justin, Texas, on the 26th day of March 2026.

On first reading, the 26th day of March 2026.

On the second and final reading, the 9th day of April 2026.

APPROVED:

James Clark, Mayor

ATTEST:

Amy Piukana, City Secretary

APPROVED AS TO FORM:

City Attorney

Planned Development of Crestview

Justin, Texas

INTRODUCTION

Bloomfield Homes, L.P., and Justin Timberbrook, LLC being the applicant, hereby request the property described herein to be rezoned from SF-LL to PD – Planned Development. The subject property totals approximately 1,244.35 acres and will be developed pursuant to the Development Conditions contained herein and as shown on the Concept Plan for up to 4,905 units of housing (collectively single-family and multi-family), Commercial and Mixed Uses, City Parks, HOA amenities, and private opens spaces.

PROJECT LOCATION AND DESCRIPTION

Crestview is located on the north side of F.M. 407 west of Timberbrook development described as Tract 1, Tract 2, Tract 3, Tract 4, Tract 5, Tract 6, Tract 7, Tract 8, and Tract 9 in **Exhibit A** and depicted on **Exhibit B**.

SUBDIVISION REGULATIONS

The Subdivision Regulations of the City of Justin shall apply to development of the Property, except as modified as follows:

All water and sanitary sewer plans shall comply with the City’s water and sewer Master Plan and be approved by the City Engineer or designee.

All water and sanitary sewer plans, specifications, and construction shall comply with Texas Commission on Environmental Quality requirements 30 TAC Chapter 290, Subchapter D; Rules and Regulations for Public Water Systems (as amended) and Chapter 217: Design Criteria for Domestic Wastewater Systems (as amended)

PLANNED DEVELOPMENT CONDITIONS

The Planned Development Conditions for **Crestview** are provided and as shown on the Concept Plan in **Exhibit C**.

EXHIBIT A

TRACT 1 LEGAL DESCRIPTION

All that certain lot, tract, or parcel of land, situated in a portion of the Margaret Garnett Survey, Abstract No. 439, the Carl Boeger Survey, Abstract No. 121 and the William C. Brookfield Survey, Abstract No. 34, City of Justin, Denton County, Texas, being part of that certain called 241.210 acre tract described in a deed to Justin Timberbrook, LLC recorded in Document No. 2017-5803 of the Deed Records of Denton County, Texas (DRDCT), and being more completely described as follows, to-wit:

BEGINNING at a 5/8" iron rod found for the most northerly Northwest corner of said 241.210 acre tract, the Northeast corner of a called 18.000 acre tract described in a deed to Bloomfield Homes, L.P. recorded in Document No. 2025-96859 (DRDCT) and being in the South line of a called 432.307 acre tract described in a deed to TMGB Magnolia Ridge, LLC recorded in Document No. 2024-99442 (DRDCT);

THENCE South 89 deg. 45 min. 15 sec. East along the North line of said 241.210 acre tract and said South line, a distance of 1,237.56 feet to a wood fence corner;

THENCE North 88 deg. 14 min. 56 sec. East along said North and South lines, a distance of 442.17 feet to a 1/2" capped iron rod set stamped "GMCIVIL", hereinafter referred to as 1/2" capped iron rod set, for the most northerly Northwest corner of a called 299.874 acre tract described in a deed to Bloomfield Homes, L.P. recorded in Document No. 2023-66798 (DRDCT);

THENCE in a southwesterly direction along the West line of said 299.874 acre tract the following six (6) courses;

South 04 deg. 54 min. 30 sec. West, a distance of 2,281.00 feet to a 1/2" capped iron rod set;

South 89 deg. 37 min. 54 sec. West, a distance of 190.28 feet to a 1/2" capped iron rod set;

South 00 deg. 22 min. 06 sec. East, a distance of 110.00 feet to a 1/2" capped iron rod set;

South 89 deg. 37 min. 54 sec. West, a distance of 60.00 feet to a 1/2" capped iron rod set;

South 00 deg. 22 min. 06 sec. East, a distance of 201.64 feet to a 1/2" capped iron rod set;

North 85 deg. 37 min. 37 sec. West, a distance of 17.10 feet to a 5/8" iron rod found for an ell corner of said 241.210 acre tract, the most westerly Northwest corner of said 299.874 acre tract and the Northeast corner of a called 39.95 acre tract described in a deed to Tom Strader and Jan Strader recorded in Volume 3347, Page 942 (DRDCT);

THENCE North 83 deg. 33 min. 51 sec. West along the South line of said 241.210 acre tract, the North line of said 39.95 acre tract, the North line of a called 2.6145 acre tract described in a deed to Tom Strader recorded in Document No. 1993-62001 (DRDCT) and the North line of Lot 1, Block A of Currie Addition recorded in Cabinet N, Slide 107 of the Plat Records of Denton County, Texas (PRDCT), a distance of 609.90 feet to a 1/2" iron rod found, from which a railroad spike found bears North 35 deg. 02 min. 43 sec. East – 29.17 feet;

THENCE North 84 deg. 47 min. 51 sec. West along said South line, the North line of said Lot 1, Block A, the North line of a called 11.538 acre tract described in a deed to Bloomfield Homes, L.P. recorded in Document No. 2021-69152 (DRDCT) and the North line of Collingwood Estates recorded in Cabinet H, Slide 254 (PRDCT), a distance of 2,314.74 feet to a 1/2" iron rod found for the Northwest corner of said Collingwood Estates, the most westerly Southwest corner of said 241.210 acre tract and being in the East line of a called 70.943 acre tract described as Tract 1 in a deed to Bloomfield Homes, L.P. recorded in Document No. 2021-180345 (DRDCT);

THENCE North 00 deg. 26 min. 13 sec. West along said East line and the West line of said 241.210 acre tract, a distance of 1,038.78 feet to a 1/2" iron rod found for the Northeast corner of said 70.943 acre tract, the most westerly Northwest corner of said 241.210 acre tract and being in the South line of a called 427.810 acre tract described in a deed to Justin Timberbrook, LLC recorded in Document No. 2017-4977 (DRDCT);

THENCE South 85 deg. 07 min. 48 sec. East along the North line of said 241.210 acre tract and said South line, a distance of 1,301.50 feet to a 1/2" iron rod found for an ell corner of said 241.210 acre tract, the most easterly Southeast corner of said 427.810 acre tract and being in the West line of said 18.000 acre tract;

THENCE South 00 deg. 37 min. 02 sec. East along the East line of said 241.210 acre tract and said West line, a distance of 529.21 feet to a 1/2" iron rod found for the Southwest corner of said 18.000 acre tract and an ell corner of said 241.210 acre tract;

THENCE South 89 deg. 45 min. 15 sec. East along the North line of said 241.210 acre tract and the South line of said 18.000 acre tract, a distance of 406.88 feet to a 5/8" iron rod found for the Southeast corner of said 18.000 acre tract and an ell corner of said 241.210 acre tract;

THENCE North 00 deg. 16 min. 39 sec. West along the East line of said 18.000 acre tract and the West line of said 241.210 acre tract, a distance of 1,900.80 feet to the **POINT OF BEGINNING**, containing 5,446,130 square feet or 125.026 acres of land, more or less.

Bearings are referenced to Texas State Plane Coordinate System, North Central Zone (4202), North American Datum of 1983 as derived from GPS observation.

TRACT 2 LEGAL DESCRIPTION

All that certain lot, tract, or parcel of land, situated in a portion of the Carl Boeger Survey, Abstract No. 121, the William C. Brookfield Survey, Abstract No. 34, City of Justin, Denton County, Texas, being all of that certain called 11.538 acre tract described in a deed to Bloomfield Homes, LP recorded in Document No. 2021-69152 of the Deed Records of Denton County, Texas (DRDCT), and being more completely described as follows, to-wit:

BEGINNING at a 1/2" iron rod found for the Northeast corner of said 11.538 acre tract, the Northwest corner of Lot 1, Block A of Currie Addition recorded in Cabinet N, Page 107 of the Plat Records of Denton County, Texas (PRDCT), and being in the South line of a called 241.210 acre tract described in a deed to Justin Timberbrook, LLC recorded in Document No. 2017-5803 (DRDCT);

THENCE South 00 deg. 15 min. 42 sec. East departing said South line and continue along the East line of said 11.538 acre tract and the West line of said Lot 1, Block A, a distance of 815.68 feet to the Southeast corner of said 11.538 acre tract and the Northeast corner of a called 27.432 acre tract described in a deed to Bloomfield Homes, LP recorded in Document No. 2025-97110 (DRDCT), from which a 5/8" iron rod found for the most easterly Southeast corner of said 27.432 acre tract bears South 00 deg. 15 min. 42 sec. East – 820.06 feet;

THENCE South 89 deg. 43 min. 21 sec. West departing said West line and continue along the South line of said 11.538 acre tract and the North line of said 27.432 acre tract, a distance of 595.04 feet to a 1/2" iron rod found in concrete for the Southwest corner of said 11.538 acre tract, the Northwest corner of said 27.432 acre tract and being in the East line of Collingwood Estates recorded in Cabinet H, Slide 254 (PRDCT);

THENCE North 00 deg. 16 min. 39 sec. West along the West line of said 11.538 acre tract and said East line, a distance of 873.21 feet to a 1/2" iron rod found in concrete for the Northwest corner of said 11.538 acre tract, the Northeast corner of said Collingwood Estates, and being in the South line of said 241.210 acre tract;

THENCE South 84 deg. 45 min. 25 sec. East along the North line of said 11.538 acre tract and the South line of said 241.210 acre tract, a distance of 598.04 feet to the **POINT OF BEGINNING**, containing 502,574 square feet or 11.538 acres of land, more or less.

Bearings are referenced to Texas State Plane Coordinate System, North Central Zone (4202), North American Datum of 1983 as derived from GPS observation.

TRACT 3 LEGAL DESCRIPTION

All that certain lot, tract, or parcel of land, situated in a portion of the Carl Boeger Survey, Abstract No. 121, the William C. Brookfield Survey, Abstract No. 34, the Warren A. Ferris Survey, Abstract No. 419, City of Justin, Denton County, Texas, being all of that certain called 27.432 acre tract described in a deed to Bloomfield Homes, LP recorded in Document No. 2025-97110 of the Deed Records of Denton County, Texas (DRDCT), and being more completely described as follows, to-wit:

BEGINNING at a 1/2" iron rod found for the most southerly Southeast corner of said 27.432 acre tract and being in the North right-of-way line of FM Highway No. 407 (90' right-of-way width);

THENCE North 89 deg. 54 min. 13 sec. West along the South line of said 27.432 acre tract and said North right-of-way line, a distance of 353.40 feet to a 1/2" capped iron rod set stamped "GMCIVIL", hereinafter referred to as 1/2" capped iron rod set, for the Southwest corner of said 27.432 acre tract and the Southeast corner of Collingwood Estates recorded in Cabinet H, Slide 254 of the Plat Records of Denton County, Texas (PRDCT), from which a P.K. nail found in wood highway post bears North 89 deg. 54 min. 13 sec. West - 208.00 feet;

THENCE North 00 deg. 16 min. 39 sec. West departing said North right-of-way line and continue along the West line of said 27.432 acre tract and the East line of said Collingwood Estates, a distance of 2,821.48 feet to a 1/2" capped iron rod set for the Southwest corner of a called 11.538 acre tract described in a deed to Bloomfield Homes, LP recorded in Document No. 2021-69152 (DRDCT) and the Northwest corner of said 27.432 acre tract, from which a 1/2" iron rod found in concrete for the Northwest corner of said 11.538 acre tract and the Northeast corner of said Collingwood Estates bears North 00 deg. 16 min. 39 sec. West – 873.21 feet;

THENCE North 89 deg. 43 min. 21 sec. East departing said East and West lines and continue along the North line of said 27.432 acre tract and the South line of said 11.538 acre tract, a distance of 595.04 feet to a 1/2" capped iron rod set for the Northeast corner of said 27.432 acre tract, the Southeast corner of said 11.538 acre tract and being in the West line of Lot 1, Block A of Currie Addition recorded in Cabinet N, Page 107 (PRDCT), from which a 1/2" iron rod found for the Northeast corner of said 11.538 acre tract and the Northwest corner of said Lot 1, Block A bears North 00 deg. 15 min. 42 sec. West – 815.68 feet;

THENCE South 00 deg. 15 min. 42 sec. East along the East line of said 27.432 acre tract and said West line, a distance of 820.06 feet to a 5/8" iron rod found for the most easterly Southeast corner of said 27.432 acre tract and the most northerly

Northeast corner of a called 16.135 acre tract described in a deed to Mark H. Currie and wife, Cynthia Currie recorded in Document No. 2010-47456 (DRDCT);

THENCE South 89 deg. 58 min. 28 sec. West departing said West line and continue along a South line of said 27.432 acre tract and the North line of said 16.135 acre tract, a distance of 241.91 feet to a 3/4" iron rod found for an ell corner of said 27.432 acre tract and the Northwest corner of said 16.135 acre tract;

THENCE South 00 deg. 17 min. 30 sec. East along the East line of said 27.432 acre tract, the West line of said 16.135 acre tract, and the West line of Lot 1, Block 1 of Currie Addition recorded in Document No. 2014-31 (PRDCT), at 1,984.89 feet pass a 1/2" capped iron rod found stamped "5519 BLS" for the Southwest corner of said Lot 1, Block 1, continue a total distance of 2,004.80 feet to the **POINT OF BEGINNING**, containing 1,194,941 square feet or 27.432 acres of land, more or less.

Bearings are referenced to Texas State Plane Coordinate System, North Central Zone (4202), North American Datum of 1983 as derived from GPS observation.

TRACT 4 LEGAL DESCRIPTION

All that certain lot, tract, or parcel of land, situated in a portion of the William C. Brookfield Survey, Abstract No. 34, Denton County, Texas, being all of that certain called 70.943 acre tract described in a deed to Bloomfield Homes, L.P. recorded in Document No. 2021-180345 of the Deed Records of Denton County, Texas (DRDCT), and being more completely described as follows, to-wit:

BEGINNING at a 60D nail found for the Northeast corner of said 70.943 acre tract, the most westerly Northwest corner of a called 241.210 acre tract described in a deed to Justin Timberbrook, LLC recorded in Document No. 2017-5803 (DRDCT), and being in the South line of a called 427.810 acre tract described as Tract 1 in a deed to Justin Timberbrook, LLC recorded in Document No. 2017-4977 (DRDCT);

THENCE South 00 deg. 25 min. 33 sec. East along the East line of said 70.943 acre tract and the West line of said 241.210 acre tract, a distance of 1,038.35 feet to a 5/8" iron rod found for the most westerly Southwest corner of said 241.210 acre tract, and the Northwest corner of Collingwood Estates recorded in Cabinet H, Slide 254 of the Plat Records of Denton County, Texas (PRDCT);

THENCE South 00 deg. 16 min. 50 sec. East along the East line of said 70.943 acre tract and the West line of said Collingwood Estates, at 417.49 feet pass a 5/8" iron rod found, at 997.29 feet pass a 5/8" iron rod found, at 1,577.11 feet pass a 5/8" iron rod found (bent), at 2,350.74 feet pass a 1/2" capped iron rod found stamped "KERN", at 2,958.45 feet pass a 5/8" capped iron rod found (illegible), at 3,124.20 feet pass a 5/8" iron rod found, and continue a total distance of 3,145.88 feet to a wood highway monument found (leaning) for the Southeast corner of said 70.943 acre tract and being in the North right-of-way line of FM Highway No. 407 (90' right-of-way);

THENCE North 50 deg. 16 min. 33 sec. West along the South line of said 70.943 acre tract and said North right-of-way line, a distance of 774.01 feet to a wood highway monument found (leaning) for a Point of Curvature of a circular curve to the left, having a radius of 617.96 feet, a central angle of 21 deg. 23 min. 54 sec., and being subtended by a chord which bears North 60 deg. 58 min. 30 sec. West - 229.45 feet;

THENCE in a northwesterly direction along said curve to the left, said South line and said North right-of-way line, a distance of 230.79 feet to a 1/2" capped iron rod found (illegible) for the Southeast corner of a called 122.145 acre tract described as Tract 2 in a deed to Justin Timberbrook, LLC recorded in Document No. 2017-4977 (DRDCT) and the Southwest corner of said 70.943 acre tract;

THENCE North 00 deg. 19 min. 52 sec. West departing said North right-of-way line and continue along the West line of said 70.943 acre tract and the East line of said 122.145 acre tract, a distance of 3,644.95 feet to a 1/2" capped iron rod found stamped "COLEMAN 4001" for the Northwest corner of said 70.943 acre tract, the Northeast corner of said 122.145 acre tract, and being in the South line of said 427.810 acre tract;

THENCE South 85 deg. 11 min. 49 sec. East along the North line of said 70.943 acre tract and the South line of said 427.810 acre tract, a distance of 796.67 feet to the **POINT OF BEGINNING**, containing 3,090,274 square feet or 70.943 acres of land, more or less.

Bearings are referenced to Texas State Plane Coordinate System, North Central Zone (4202), North American Datum of 1983 as derived from GPS observation.

TRACT 5 LEGAL DESCRIPTION

All that certain lot, tract, or parcel of land, situated in a portion of the Willam C. Brookfield Survey, Abstract No. 34, Denton County, Texas, being all of that certain called 12.558 acre tract described as Tract 2 and 15.722 acre tract described as Tract 3 in a deed to Bloomfield Homes, L.P. recorded in Document No. 2021-180345 of the Deed Records of Denton County, Texas (DRDCT), all of that certain called 2.837 acre tract described in a deed to Bloomfield Homes, L.P. recorded in Document No. 2023-83374 (DRDCT), and being more completely described as follows, to-wit:

BEGINNING at a point for the Northwest corner of said 15.722 acre tract, being in the approximate centerline of Dove Hill Road, and being in the South right-of-way line of F.M. Highway No. 407 (90' right-of-way width);

THENCE North 89 deg. 27 min. 23 sec. East along the North line of said 15.722 acre tract and said South right-of-way line, at 976.35 feet pass a 5/8" capped iron rod found stamped "DUNAWAY" for the Northeast corner of said 15.722 acre tract and the Northwest corner of said 2.837 acre tract, at 1,146.22 feet pass a 5/8" capped iron rod found stamped "DUNAWAY" for the Northeast corner of said 2.837 acre tract and the Northwest corner of said 12.558 acre tract, continue a total distance of 1,282.44 feet to a Point of Curvature of a circular curve to the right, having a radius of 527.96 feet, a central angle of 40 deg. 16 min. 04 sec., and being subtended by a chord which bears South 70 deg. 24 min. 35 sec. East - 363.46 feet;

THENCE in an easterly direction along said curve to the right, the North line of said 12.558 acre tract, and said South right-of-way line, a distance of 371.05 feet;

THENCE South 50 deg. 16 min. 33 sec. East tangent to said curve and continue along said North line and South right-of-way line, a distance of 849.54 feet to the Northeast corner of said 12.558 acre tract;

THENCE South 00 deg. 16 min. 50 sec. East departing said South right-of-way line and continue along the East line of said 12.558 acre tract, a distance of 49.62 feet to a 1" square rod (leaning) for the Southeast corner of same;

THENCE South 89 deg. 00 min. 37 sec. West along the South line of said 12.558 acre tract, a distance of 1,083.78 feet to a 5/8" capped iron rod found stamped "DUNAWAY";

THENCE North 88 deg. 01 min. 11 sec. West along the South line of said 12.558 acre tract, at 41.41 feet pass a 5/8" capped iron rod found stamped "DUNAWAY" for the Southwest corner of said 12.558 acre tract and the Southeast corner of said 2.837 acre tract, at 211.57 feet pass a 5/8" capped iron rod found stamped "DUNAWAY" for the Southwest corner of said 2.837 acre tract and the Southeast corner of said 15.722 acre tract, continue a total distance of 1,188.84 feet to the Southwest corner of said 15.722 acre tract and being in the approximate centerline of Dove Hill Road;

THENCE North 00 deg. 33 min. 55 sec. West along the West line of said 15.722 acre tract and said centerline, a distance of 679.93 feet to the **POINT OF BEGINNING**, containing 1,355,358 square feet or 31.115 acres of land, more or less.

Bearings are referenced to Texas State Plane Coordinate System, North Central Zone (4202), North American Datum of 1983 as derived from GPS observation.

TRACT 6 LEGAL DESCRIPTION

All that certain lot, tract, or parcel of land, situated in a portion of the W. C. Brookfield Survey, Abstract No. 34, Denton County, Texas, being part of that certain called 427.810 acre tract described as Tract 1 and a called 122.145 acre tract described as Tract 2 in a deed to Justin Timberbrook, LLC recorded in Document No. 2017-4977 of the Deed Records of Denton County, Texas (DRDCT), and being more completely described as follows, to-wit:

COMMENCING at a 5/8" iron rod found for the Southwest corner of said 427.810 acre tract, the Southeast corner of a called 410.301 acre tract described in a deed to Justin Timberbrook, LLC recorded in Document No. 2025-103250 (DRDCT), and being in the North right-of-way line of FM Highway No. 407 (90' right-of-way);

THENCE North 89 deg. 22 min. 34 sec. East along the South line of said 427.810 acre tract and said North right-of-way line, a distance of 10.00 feet to the **TRUE POINT OF BEGINNING**;

THENCE North 00 deg. 04 min. 25 sec. East departing said South line and North right-of-way line, a distance of 5,231.47 feet;

THENCE South 89 deg. 32 min. 11 sec. East, a distance of 5,389.24 feet;

THENCE South 00 deg. 36 min. 55 sec. West, a distance of 352.98 feet;

THENCE North 89 deg. 50 min. 05 sec. East, a distance of 651.76 feet;

THENCE South 00 deg. 37 min. 02 sec. East, a distance of 1,360.85 feet to the South line of said 427.810 acre tract and being in the North line of a called 241.210 acre tract described in a deed to Justin Timberbrook, LLC recorded in Document No. 2017-5803 (DRDCT), from which a 5" metal fence corner for the most easterly Southeast corner of said 427.810 acre tract bears South 85 deg. 09 min. 22 sec. East – 10.05 feet;

THENCE North 85 deg. 09 min. 22 sec. West along the South line of said 427.810 acre tract, the North line of said 241.210 acre tract, and the North line of a called 70.943 acre tract described as Tract 1 in a deed to Bloomfield Homes, L.P. recorded in Document No. 2021-180345 (DRDCT), a distance of 2,088.05 feet to a 1/2" capped iron rod found stamped "COLEMAN 4001" for the Northeast corner of said 122.145 acre tract and the Northwest corner of said 70.943 acre tract;

THENCE South 00 deg. 19 min. 52 sec. East along the East line of said 122.145 acre tract and the West line of said 70.943 acre tract, a distance of 3,644.95 feet to a 1/2" capped iron rod found (illegible) for the Southeast corner of said 122.145 acre tract, the Southwest corner of said 70.943 acre tract, and being in the North right-of-way line of said FM Highway No. 407, said point being a Point of Curvature of a non-tangent circular curve to the left, having a radius of 617.96 feet, a central angle of 18 deg. 52 min. 10 sec., and being subtended by a chord which bears North 81 deg. 06 min. 32 sec. West - 202.60 feet;

THENCE in a westerly direction along said curve to the left, the South line of said 122.145 acre tract, and said North right-of-way line, a distance of 203.52 feet to a 1/2" capped iron rod found stamped "5439";

THENCE South 89 deg. 27 min. 23 sec. West along the South line of said 122.145 acre tract, the South line of said 427.810 acre tract, and said North right-of-way line, a distance of 1,876.41 feet to a 1/2" iron rod found;

THENCE South 89 deg. 22 min. 34 sec. West along the South line of said 427.810 acre tract and said North right-of-way line, a distance of 1,922.50 feet to the **POINT OF BEGINNING**, containing 23,827,601 square feet or 547.006 acres of land, more or less.

Bearings are referenced to Texas State Plane Coordinate System, North Central Zone (4202), North American Datum of 1983 as derived from GPS observation.

TRACT 7 LEGAL DESCRIPTION

All that certain lot, tract, or parcel of land, situated in a portion of the William C. Brookfield Survey, Abstract No. 34 and the M.E.P. & P. R.R. CO. Survey, Abstract No. 908, Denton County, Texas, being all of that certain called 410.301 acre tract described in a deed to Justin Timberbrook, LLC recorded in Document No. 2025-103250 of the Deed Records of Denton County, Texas (DRDCT), and being more completely described as follows, to-wit:

BEGINNING at a 1/2" iron rod found for an ell corner of said 410.301 acre tract and the Southeast corner of a called 60.00 acre tract described in a deed to Lakeland Capital, LTD recorded in Document No. 2008-136040 (DRDCT);

THENCE North 00 deg. 21 min. 19 sec. East along the West line of said 410.301 acre tract and the East line of said 60.00 acre tract, at 1,168.49 feet pass a 1/2" capped iron rod found stamped "KAZ" for the Northeast corner of said 60.00 acre tract and the Southeast corner of Lot 6 of Willow Crossing recorded in Document No. 2010-132 of the Plat Records of Denton County, Texas (PRDCT), continue along said West line and the East line of said Willow Crossing, at 4,575.76 feet pass a 1/2" iron rod found for the North corner of Lot 13R2 of the Re-Plat of Willow Crossing recorded in Document No. 2011-127 (PRDCT) and a PI in the East line of Lot 14 of said Willow Crossing, continue along said East and West lines a total distance of 5,845.83 feet to a 1/2" iron rod found for a PI in said East and West lines;

THENCE North 14 deg. 46 min. 26 sec. East along the Northwest line of said 410.301 acre tract and the Southeast line of said Willow Crossing, at 133.69 feet pass a 1/2" iron rod found for the Northeast corner of Lot 18 of said Willow Crossing, at 593.58 feet pass a 1/2" capped iron rod found (illegible) for the Northeast corner of Lot 19 of said Willow Crossing, at 1,020.46 feet pass a 1/2" iron rod found for the Northeast corner of Lot 20 of said Willow Crossing, continue a total distance of 1,734.20 feet to a 1/2" iron rod found for the most northerly Northwest corner of said 410.301 acre tract, the Northeast corner of Lot 21 of said Willow Crossing and being in the Southwest line of a called 186 acre tract described in a deed to Janice Ann May, Trustee of A.L. Peterson GST Trust recorded in Document No. 1999-120293 (DRDCT);

THENCE South 62 deg. 10 min. 56 sec. East along the Northeast line of said 410.301 acre tract, the Southwest line of said 186 acre tract and generally following a barbed wire fence, a distance of 1,427.47 feet to a PI in said barbed wire fence;

THENCE South 66 deg. 12 min. 38 sec. East along said Northeast and Southwest lines and barbed wire fence, a distance of 134.43 feet to a fence corner post found for the Northeast corner of said 410.301 acre tract, the most southerly Southeast corner of said 186 acre tract, and being in the West line of a called 228.8 acre tract described in a deed to Frank Wallace & wife, Edna E. Wallace recorded in Volume 566, Page 237 (DRDCT), from which a 1/2" iron rod found bears North 67 deg. 06 min. 29 sec. East – 0.91 feet;

THENCE South 01 deg. 00 min. 32 sec. West along the East line of said 410.301 acre tract and said West line, a distance of 2,000.75 feet to a Bois d’Arc fence corner post and a rock for an ell corner of said 410.301 acre tract and the Southwest corner of said 228.8 acre tract;

THENCE South 85 deg. 52 min. 30 sec. East along a North line of said 410.301 acre tract and the South line of said 228.8 acre tract, a distance of 19.41 feet to a rock found for an ell corner of said 410.301 acre tract and the most westerly Northwest corner of a called 138.669 acre tract described in a deed to TMGB Magnolia Ridge, LLC recorded in Document No. 2025-12002 (DRDCT), from which a Bois d’Arc fence post bears South 61 deg. 59 min. 24 sec. East – 0.86 feet;

THENCE South 00 deg. 04 min. 29 sec. West departing said South line and continue along the East line of said 410.301 acre tract and the West line of said 138.669 acre tract, at 1,055.09 feet pass a 1/2" capped iron rod found stamped "COLEMAN" for the Southwest corner of said 138.669 acre tract and the Northwest corner of a called 427.810 acre tract described as Tract 1 in a deed to Justin Timberbrook, LLC recorded in Document No. 2017-4977 (DRDCT), continue along said East line and the West line of said 427.810 acre tract, a total distance of 6,296.84 feet to a 5/8" iron rod found (bent) for the Southwest corner of said 427.810 acre tract, the Southeast corner of said 410.301 acre tract and being in the North right-of-way line of Farm-to-Market Highway 407 (90' width right-of-way);

THENCE in a westerly direction along said North right-of-way line and the South line of said 410.301 acre tract the following five (5) courses;

South 89 deg. 22 min. 34 sec. West, a distance of 769.28 feet to a 1/2" capped iron rod set stamped "GMCIVIL", hereinafter referred to as 1/2" capped iron rod set;

South 89 deg. 45 min. 24 sec. West, a distance of 2,027.85 feet to a 1/2" capped iron rod set, from which a wood monument found bears South 39 deg. 58 min. 08 sec. East – 1.75 feet, said point being a Point of Curvature of a circular curve to the right, having a radius of 527.96 feet, a central angle of 90 deg. 31 min. 20 sec., and being subtended by a chord which bears North 44 deg. 58 min. 56 sec. West - 750.04 feet;

Continue in a northwesterly direction along said curve to the right, a distance of 834.13 feet to a 1/2" capped iron rod set;

North 00 deg. 16 min. 44 sec. East tangent to said curve, a distance of 380.69 feet to a 1/2" capped iron rod set, from which a wood monument found bears North 31 deg. 53 min. 52 sec. West – 0.87 feet, said point being a Point of Curvature of a circular curve to the left, having a radius of 617.96 feet, a central angle of 72 deg. 57 min. 12 sec., and being subtended by a chord which bears North 36 deg. 11 min. 52 sec. West - 734.75 feet;

Continue in a northwesterly direction along said curve to the left, a distance of 786.83 feet to a 1/2" capped iron rod set for the most westerly Northwest corner of said 410.301 acre tract and being in the South line of said 60.00 acre tract, from which a 1/2" capped iron rod found (illegible) bears South 89 deg. 43 min. 20 sec. West – 11.89 feet;

THENCE North 89 deg. 43 min. 20 sec. East non-tangent to said curve and departing said North right-of-way line and continue along a North line of said 410.301 acre tract and said South line, a distance of 1,919.43 feet to the **POINT OF BEGINNING**, containing 17,872,695 square feet or 410.301 acres of land, more or less.

Bearings are referenced to Texas State Plane Coordinate System, North Central Zone (4202), North American Datum of 1983 as derived from GPS observation.

TRACT 8 LEGAL DESCRIPTION

All that certain lot, tract, or parcel of land, situated in a portion of the W. C. Brookfield Survey, Abstract No. 34, City of Justin, Denton County, Texas, being part of that certain called 427.810 acre tract described as Tract 1 in a deed to Justin Timberbrook, LLC recorded in Document No. 2017-4977 of the Deed Records of Denton County, Texas (DRDCT), and being more completely described as follows, to-wit:

BEGINNING at a 1/2" capped iron rod stamped "COLEMAN 4001" for the Northwest corner of said 427.810 acre tract, the Southwest corner of a called 138.669 acre tract described in a deed to TMGB Magnolia Ridge, LLC recorded in Document No. 2025-12002 (DRDCT), and being in the East line of a called 410.301 acre tract described in a deed to Justin Timberbrook, LLC recorded in Document No. 2025-103250 (DRDCT);

THENCE South 89 deg. 32 min. 11 sec. East along the North line of said 427.810 acre tract, the South line of said 138.669 acre tract, and the South line of a called 432.307 acre tract described in a deed to TMGB Magnolia Ridge, LLC recorded in Document No. 2021-99442 (DRDCT), a distance of 5,409.33 feet to a 1/2" capped iron rod stamped "COLEMAN 4001" for the most northerly Northeast corner of said 427.810 acre tract and an ell corner of said 432.307 acre tract;

THENCE South 00 deg. 36 min. 55 sec. West along the East line of said 427.810 acre tract and the West line of said 432.307 acre tract, a distance of 352.87 feet to a 1/2" capped iron rod stamped "OWEN SURV 5560" for an ell corner of said 427.810 acre tract and the most southerly Southwest corner of said 432.307 acre tract;

THENCE North 89 deg. 50 min. 05 sec. East along the North line of said 427.810 acre tract and the South line of said 432.307 acre tract, a distance of 651.55 feet to a 1/2" iron rod found for the most easterly Northeast corner of said 427.810 acre tract and the Northwest corner of a called 18.000 acre tract described in a deed to Bloomfield Homes, LP recorded in Document No. 2025-96859 (DRDCT);

THENCE South 00 deg. 37 min. 02 sec. East departing said South line and continue along the East line of said 427.810 acre tract and the West line of said 18.000 acre tract, a distance of 1,371.73 feet to a 1/2" iron rod found for the most easterly Southeast corner of said 427.810 acre tract and an ell corner of a called 241.210 acre tract described in a deed to Justin Timbebrook, LLC recorded in Document No. 2017-5803 (DRDCT);

THENCE North 85 deg. 09 min. 22 sec. West along the South line of said 427.810 acre tract and the North line of said 241.210 acre tract, a distance of 10.05 feet;

THENCE North 00 deg. 37 min. 02 sec. West departing said North and South lines, a distance of 1,360.85 feet;

THENCE South 89 deg. 50 min. 05 sec. West, a distance of 651.76 feet;

THENCE North 00 deg. 36 min. 55 sec. East, a distance of 352.98 feet;

THENCE North 89 deg. 32 min. 11 sec. West, a distance of 5,389.24 feet;

THENCE South 00 deg. 04 min. 25 sec. West, a distance of 5,231.47 feet to the South line of said 427.810 acre tract and being in the North right-of-way line of FM Highway No. 407 (90' right-of-way);

THENCE South 89 deg. 22 min. 34 sec. West along said South line and North right-of-way line, a distance of 10.00 feet to a 5/8" iron rod found for the Southwest corner of said 427.810 acre tract and the Southeast corner of said 410.301 acre tract;

THENCE North 00 deg. 04 min. 25 sec. East departing said North right-of-way line and continue along the West line of said 427.810 acre tract and the East line of said 410.301 acre tract, a distance of 5,241.66 feet to the **POINT OF BEGINNING**, containing 130,067 square feet or 2.986 acres of land, more or less.

Bearings are referenced to Texas State Plane Coordinate System, North Central Zone (4202), North American Datum of 1983 as derived from GPS observation.

TRACT 9 LEGAL DESCRIPTION

All that certain lot, tract, or parcel of land, situated in a portion of the Carl Boeger Survey, Abstract No. 121, Denton County, Texas, being all of that certain called 18.000 acre tract described in a deed to Bloomfield Homes, L.P. recorded in Document No. 2025-96859 of the Deed Records of Denton County, Texas (DRDCT), and being more completely described as follows, to-wit:

BEGINNING at a 5/8" iron rod found for the Northeast corner of said 18.000 acre tract, the most northerly Northwest corner of a called 241.210 acre tract described in a deed to Justin Timberbrook, LLC recorded in Document No. 2017-5803 (DRDCT) and being in the South line of a called 432.307 acre tract described in a deed to TMGB Magnolia Ridge, LLC recorded in Document No. 2024-99442 (DRDCT), from which a wood fence corner found in the North line of said 241.210 acre tract bears South 89 deg. 45 min. 15 sec. East – 1,237.56 feet;

THENCE South 00 deg. 16 min. 39 sec. East departing said South line and continue along the East line of said 18.000 acre tract and the West line of said 241.210 acre tract, a distance of 1,900.80 feet to a 5/8" iron rod found for the Southeast corner of said 18.000 acre tract and an ell corner of said 241.210 acre tract, from which a 5/8" iron rod found for an ell corner of said 241.210 acre tract, the Northeast corner of a called 39.95 acre tract described as Tract 2 in a deed to Tom Strader and Jan Strader recorded in Volume 3347, Page 942 (DRDCT) and the most westerly Northwest corner of a called 299.874 acre tract described in a deed to Bloomfield Homes, L.P. recorded in Document No. 2023-66798 (DRDCT) bears South 60 deg. 49 min. 13 sec. East – 1,385.67 feet;

THENCE North 89 deg. 45 min. 15 sec. West along the North line of said 241.210 acre tract and the South line of said 18.000 acre tract, a distance of 406.88 feet to a 1/2" iron rod found for the Southwest corner of said 18.000 acre tract and an ell corner of said 241.210 acre tract;

THENCE North 00 deg. 37 min. 02 sec. West along the East line of said 241.210 acre tract and the West line of said 18.000 acre tract, at 529.21 feet pass a 1/2" iron rod found for an ell corner of said 241.210 acre tract and the most easterly Southeast corner of a called 427.810 acre tract described as Tract 1 in a deed to Justin Timberbrook, LLC recorded in Document No. 2017-4977 (DRDCT), from which a 1/2" iron rod found for the most westerly Northwest corner of said 241.210 acre tract bears North 85 deg. 07 min. 48 sec. West – 1,301.50 feet, continue along said West line and the East line of said 427.810 acre tract a total distance of 1,900.94 feet to a 1/2" iron rod found, for the Northwest corner of

said 18.000 acre tract, the Northeast corner of said 427.810 acre tract and being in the South line of said 432.307 acre tract;

THENCE South 89 deg. 45 min. 15 sec. East along the North line of said 18.000 acre tract and said South line, a distance of 418.15 feet to the **POINT OF BEGINNING**, containing 784,076 square feet or 18.000 acres of land, more or less.

Bearings are referenced to Texas State Plane Coordinate System, North Central Zone (4202), North American Datum of 1983 as derived from GPS observation.

EXHIBIT B



TRACT 8
ORD. 697-21
2.986 ACRES
10 FT ANNEX
STRIP

TRACT 9
18.000 ACRES

TRACT 1
ORD. 693-21
125.026 ACRES

TIMBERBOOK

TRACT 6
(M.U.D.)
547.006 ACRES

TRACT 7
410.301 ACRES

Propwash
Airport

TRACT 2
ORD. 695-21
11.538 ACRES

TRACT 3
ORD. 696-21
27.432 ACRES

TRACT 5
31.115 ACRES

TRACT 4
70.943 ACRES

Justin
Elementary
School

CRESTVIEW
LAND EXHIBIT
CITY OF JUSTIN,
CITY OF JUSTIN ETJ,
DENTON COUNTY, TEXAS
AUGUST, 2025

LEGEND

- PROPERTY IN JUSTIN E.T.J.
- JUSTIN CITY LIMITS

PREPARED FOR:



BLOOMFIELD
HOMES, LP

1900 W. KIRKWOOD BLVD, SUITE 2300B
SOUTHLAKE, TX 76092
(817) 416-1572

PREPARED BY:



GMcivil
Engineering & Surveying
2559 SW Grapevine Pkwy, Grapevine, Texas 76061
817-329-4373
TxEng Firm # F-2944 | TxSurv Firm # 10021700

Crestview Proposed Zoning - P.D. Legal Description

TRACT 1:
All that certain lot, tract, or parcel of land, situated in a portion of the William C. Brookfield Survey, Abstract No. 34, the M. E. P. & P. RR. CO. Survey, Abstract No. 908, the Carl Boeger Survey, Abstract No. 121, the Margaret Garrett Survey, Abstract No. 439 and the Warner A. Farris Survey, Abstract No. 419; City of Justin, Denton County, Texas, being part of that certain called 241.210 acre tract described in a deed to Justin Timberbrook, LLC recorded in Document No. 2017-5803 of the Deed Records of Denton County, Texas (DRDCT), being all of a called 427.810 acre tract described as Tract 1 and all of a called 122.145 acre tract described as Tract 2 in a deed to same recorded in Document No. 2017-4977 (DRDCT), being all of a called 410.301 acre tract described in a deed to same recorded in Document No. 2025-103269 (DRDCT), being all of a called 18.000 acre tract described in a deed to Bloomfield Homes, L.P. recorded in Document No. 2025-96859 (DRDCT), being all of a called 11.538 acre tract described in a deed to same recorded in Document No. 2021-69152 (DRDCT), being all of a called 27.432 acre tract described in a deed to same recorded in Document No. 2025-97110 (DRDCT), being all of a called 70.943 acre tract described as Tract 1 in a deed to same recorded in Document No. 2021-180345 (DRDCT), and being more completely described as follows, to-wit:

BEGINNING at a 1/2" iron rod found for an ell corner of said 410.301 acre tract and the Southeast corner of a called 60.00 acre tract described in a deed to Lakeland Capital, LTD recorded in Document No. 2008-136040 (DRDCT);

THENCE North 00 deg. 21 min. 19 sec. East along the West line of said 410.301 acre tract and the East line of said 60.00 acre tract, at 1,168.49 feet pass a 1/2" capped iron rod found stamped "KAZ" for the Northeast corner of said 60.00 acre tract and the Southeast corner of Lot 6 of Willow Crossing recorded in Document No. 2010-132 of the Plat Records of Denton County, Texas (PRDCT), continue along said West line and the East line of said Willow Crossing, at 4,575.76 feet pass a 1/2" iron rod found for the North corner of Lot 1382 of the Re-Plat of Willow Crossing recorded in Document No. 2011-127 (PRDCT) and a Pl in the East line of Lot 14 of said Willow Crossing, continue along said East and West lines a total distance of 5,845.83 feet to a 1/2" iron rod found for a Pl in said East and West lines;

THENCE North 14 deg. 46 min. 26 sec. East along the Northwest line of said 410.301 acre tract and the Southeast line of said Willow Crossing, at 133.69 feet pass a 1/2" iron rod found for the Northeast corner of Lot 18 of said Willow Crossing, at 593.58 feet pass a 1/2" capped iron rod found (illegible) for the Northeast corner of Lot 19 of said Willow Crossing, at 1,020.46 feet pass a 1/2" iron rod found for the Northeast corner of Lot 20 of said Willow Crossing, continue a total distance of 1,734.20 feet to a 1/2" iron rod found for the most northerly Northwest corner of said 410.301 acre tract, the Northeast corner of Lot 21 of said Willow Crossing and being in the Southwest line of a called 186 acre tract described in a deed to Janice Ann May, Trustee of A.L. Peterson GST Trust recorded in Document No. 1999-120293 (DRDCT);

THENCE South 62 deg. 10 min. 56 sec. East along the Northeast line of said 410.301 acre tract, the Southwest line of said 186 acre tract and generally following a barbed wire fence, a distance of 1,427.47 feet to a Pl in said barbed wire fence;

THENCE South 66 deg. 12 min. 38 sec. East along said Northeast and Southwest lines and barbed wire fence, a distance of 134.43 feet to a fence corner post found for the Northeast corner of said 410.301 acre tract, the most southerly Southeast corner of said 186 acre tract, and being in the West line of a called 228.8 acre tract described in a deed to Frank Wallace & wife, Edna E. Wallace recorded in Volume 566, Page 237 (DRDCT), from which a 1/2" iron rod found bears North 67 deg. 06 min. 29 sec. East - 0.91 feet;

THENCE South 01 deg. 00 min. 32 sec. West along the East line of said 410.301 acre tract and said West line, a distance of 2,000.75 feet to a Bois d'Arc fence corner post and a rock for an ell corner of said 410.301 acre tract and the Southwest corner of said 228.8 acre tract;

THENCE South 85 deg. 52 min. 30 sec. East along a North line of said 410.301 acre tract and the South line of said 228.8 acre tract, a distance of 19.41 feet to a rock found for an ell corner of said 410.301 acre tract and the most westerly Northwest corner of a called 138.669 acre tract described in a deed to TMGB Magnolia Ridge, LLC recorded in Document No. 2025-12002 (DRDCT), from which a Bois d'Arc fence post bears South 61 deg. 59 min. 24 sec. East - 0.86 feet;

THENCE South 00 deg. 04 min. 29 sec. West departing said South line and continue along the East line of said 410.301 acre tract and the West line of said 138.669 acre tract, a distance of 1,055.18 feet to a 1/2" capped iron rod found stamped "COLEMAN" for the Northwest corner of said 427.810 acre tract and the Southwest corner of said 138.669 acre tract;

THENCE South 89 deg. 32 min. 11 sec. East departing said East line and continue along the North line of said 427.810 acre tract and the South line of said 138.669 acre tract, a distance of 5,409.23 feet to the most northerly Northeast corner of said 427.810 acre tract;

THENCE South 00 deg. 36 min. 55 sec. West along an East line of said 427.810 acre tract, a distance of 352.87 feet to an ell corner of said 427.810 acre tract and the Southwest corner of a called 432.307 acre tract described in a deed to TMGB Magnolia Ridge, LLC recorded in Document No. 2024-99442 (DRDCT);

THENCE North 89 deg. 50 min. 05 sec. East along the North line of said 427.810 acre tract and the South line of said 432.307 acre tract, a distance of 651.55 feet to the most easterly Northeast corner of said 427.810 acre tract and the Northwest corner of said 18.000 acre tract;

THENCE South 89 deg. 45 min. 15 sec. East along the North line of said 18.000 acre tract, the North line of said 241.210 acre tract and the South line of said 432.307 acre tract, a distance of 1,655.71 feet to a wood fence corner found;

THENCE North 88 deg. 14 min. 56 sec. East along the North line of said 241.210 acre tract and said South line, a distance of 442.17 feet to the most northerly Northwest corner of a called 299.874 acre tract described in a deed to Bloomfield Homes, L.P. recorded in Document No. 2023-66798 (DRDCT);

THENCE in a southwesterly direction along the West line of said 299.874 acre tract the following six (6) courses;

South 04 deg. 54 min. 30 sec. West, a distance of 2,281.00 feet;

South 89 deg. 37 min. 54 sec. West, a distance of 190.28 feet;

South 00 deg. 22 min. 06 sec. East, a distance of 110.00 feet;

South 89 deg. 37 min. 54 sec. West, a distance of 60.00 feet;

South 00 deg. 22 min. 06 sec. East, a distance of 201.64 feet;

North 85 deg. 37 min. 37 sec. West, a distance of 17.10 feet to a 5/8" iron rod found for the most westerly Northwest corner of said 299.874 acre tract, an ell corner of said 241.210 acre tract and the Northeast corner of a called 39.95 acre tract described as Tract 2 in a deed to Tom Strader & Jan Strader recorded in Volume 3347, Page 942 (DRDCT);

THENCE North 83 deg. 33 min. 51 sec. West along the North line of said 39.95 acre tract, the North line of a called 2,6145 acre tract described in a deed to Tom Strader recorded in Document No. 1993-62001 (DRDCT), the North line of Lot 1, Block A of Currie Addition recorded in Cabinet N, Slide 107 (PRDCT) and the South line of said 241.210 acre tract, a distance of 609.90 feet to a 1/2" iron rod found;

THENCE North 84 deg. 47 min. 51 sec. West along the North line of said Lot 1, Block A and said South line, a distance of 524.90 feet to a 1/2" iron rod found for the Northwest corner of said Lot 1, Block A and the Northeast corner of said 11.538 acre tract;

THENCE South 00 deg. 15 min. 42 sec. East departing said South line and continue along the East line of said 11.538 acre tract, the East line of said 27.432 acre tract and the West line of said Lot 1, Block A, a distance of 1,636.66 feet to a 5/8" iron rod found for the most easterly Southeast corner of said 27.432 acre tract;

THENCE South 89 deg. 58 min. 28 sec. West departing said West line and continue along the South line of said 27.432 acre tract, a distance of 241.91 feet to a 3/4" iron rod found for an ell corner of said 27.432 acre tract;

THENCE South 00 deg. 17 min. 30 sec. East along the East line of said 27.432 acre tract, a distance of 2,004.80 feet to a 1/2" iron rod found for the most southerly Southeast corner of said 27.432 acre tract and being in the North right-of-way line of Farm-to-Market Road No. 407 (90' width right-of-way);

THENCE North 89 deg. 54 min. 13 sec. West along the South line of said 27.432 acre tract and said North right-of-way line, a distance of 353.40 feet to the Southwest corner of said 27.432 acre tract and the Southeast corner of Collingwood Estates recorded in Cabinet H, Slide 254 (PRDCT);

THENCE North 00 deg. 16 min. 39 sec. West departing said North right-of-way line and continue along the West line of said 27.432 acre tract, the West line of said 11.538 acre tract and the East line of said Collingwood Estates, a distance of 3,695.19 feet to a 1/2" iron rod found in concrete for the Northwest corner of said 11.538 acre tract, the Northeast corner of said Collingwood Estates and being in the South line of said 241.210 acre tract;

THENCE North 84 deg. 47 min. 51 sec. West along the North line of said Collingwood Estates and said South line, a distance of 1,191.98 feet to a 1/2" iron rod found for the most westerly Southwest corner of said 241.210 acre tract, the Northwest corner of said Collingwood Estates and being in the East line of said 70.943 acre tract;

THENCE South 00 deg. 16 min. 50 sec. East along said East line and the West line of said Collingwood Estates, a distance of 3,145.49 feet to a wood monument found for the Southeast corner of said 70.943 acre tract, the Southwest corner of said Collingwood Estates and being in the North right-of-way line of said Farm-to-Market Road No. 407;

THENCE North 50 deg. 16 min. 33 sec. West along said North right-of-way line and the South line of said 70.943 acre tract, a distance of 774.01 feet to a wood monument found, said point being a Point of Curvature of a circular curve to the left, having a radius of 617.96 feet, a central angle of 40 deg. 16 min. 04 sec., and being subtended by a chord which bears North 70 deg. 24 min. 35 sec. West - 425.42 feet;

THENCE in a westerly direction along said North right-of-way line, said South line, the South line of said 122.145 acre tract and curve to the left, a distance of 434.31 feet to a 1/2" capped iron rod found stamped "5439";

THENCE South 89 deg. 27 min. 23 sec. West tangent to said curve and continue along said North right-of-way line, the South line of said 122.145 acre tract and the South line of said 427.810 acre tract, a distance of 1,876.41 feet;

THENCE South 89 deg. 22 min. 34 sec. West along said North right-of-way line, the South line of said 427.810 acre tract and the South line of said 410.301 acre tract, a distance of 2,701.78 feet;

THENCE in a northwesterly direction along the Southwest line of said 410.301 acre tract and said North right-of-way line the following four (4) courses;

South 89 deg. 45 min. 24 sec. West, a distance of 2,027.85 feet to a 1/2" capped iron rod found stamped "GMCIVIL", said point being a Point of Curvature of a circular curve to the right, having a radius of 527.96 feet, a central angle of 90 deg. 31 min. 20 sec., and being subtended by a chord which bears North 44 deg. 58 min. 56 sec. West - 750.04 feet;

Continue in a northwesterly direction along said curve to the right, a distance of 834.13 feet;

North 00 deg. 16 min. 44 sec. East tangent to said curve, a distance of 380.69 feet to a 1/2" capped iron rod found stamped "GMCIVIL", said point being a Point of Curvature of a circular curve to the left, having a radius of 617.96 feet, a central angle of 72 deg. 57 min. 12 sec., and being subtended by a chord which bears North 36 deg. 11 min. 52 sec. West - 734.75 feet;

Continue in a northwesterly direction along said curve to the left, a distance of 786.83 feet to a 1/2" capped iron rod found stamped "GMCIVIL" for the most westerly Southwest corner of said 410.301 acre tract and being in the South line of said 60.00 acre tract;

THENCE North 89 deg. 43 min. 20 sec. East non-tangent to said curve and departing said North right-of-way line and continue along a North line of said 410.301 acre tract and said South line, a distance of 1,919.43 feet to the **POINT OF BEGINNING**, containing 52,847.945 square feet or 1,213.222 acres of land, more or less.

Bearings are referenced to Texas State Plane Coordinate System, North Central Zone (4202), North American Datum of 1983 as derived from GPS observation.

TRACT 2:
All that certain lot, tract, or parcel of land, situated in a portion of the William C. Brookfield Survey, Abstract No. 34, Denton County, Texas, being all of that certain called 12.558 acre tract described as Tract 2 and 15.722 acre tract described as Tract 3 in a deed to Bloomfield Homes, L.P. recorded in Document No. 2021-180345 of the Deed Records of Denton County, Texas (DRDCT), all of that certain called 2,837 acre tract described in a deed to Bloomfield Homes, L.P. recorded in Document No. 2023-83374 (DRDCT), and being more completely described as follows, to-wit:

BEGINNING at a point for the Northwest corner of said 15.722 acre tract, being in the approximate centerline of Dove Hill Road, and being in the South right-of-way line of F.M. Highway No. 407 (90' right-of-way width);

THENCE North 89 deg. 27 min. 23 sec. East along the North line of said 15.722 acre tract and said South right-of-way line, at 976.35 feet pass a 5/8" capped iron rod found stamped "DUNAWAY" for the Northeast corner of said 15.722 acre tract and the Northwest corner of said 2,837 acre tract, at 1,146.22 feet pass a 5/8" capped iron rod found stamped "DUNAWAY" for the Northeast corner of said 2,837 acre tract and the Northwest corner of said 12.558 acre tract, continue a total distance of 1,282.44 feet to a Point of Curvature of a circular curve to the right, having a radius of 527.96 feet, a central angle of 40 deg. 16 min. 04 sec., and being subtended by a chord which bears South 70 deg. 24 min. 35 sec. East - 363.46 feet;

THENCE in an easterly direction along said curve to the right, the North line of said 12.558 acre tract, and said South right-of-way line, a distance of 371.05 feet;

THENCE South 50 deg. 16 min. 33 sec. East tangent to said curve and continue along said North line and South right-of-way line, a distance of 849.54 feet to the Northeast corner of said 12.558 acre tract;

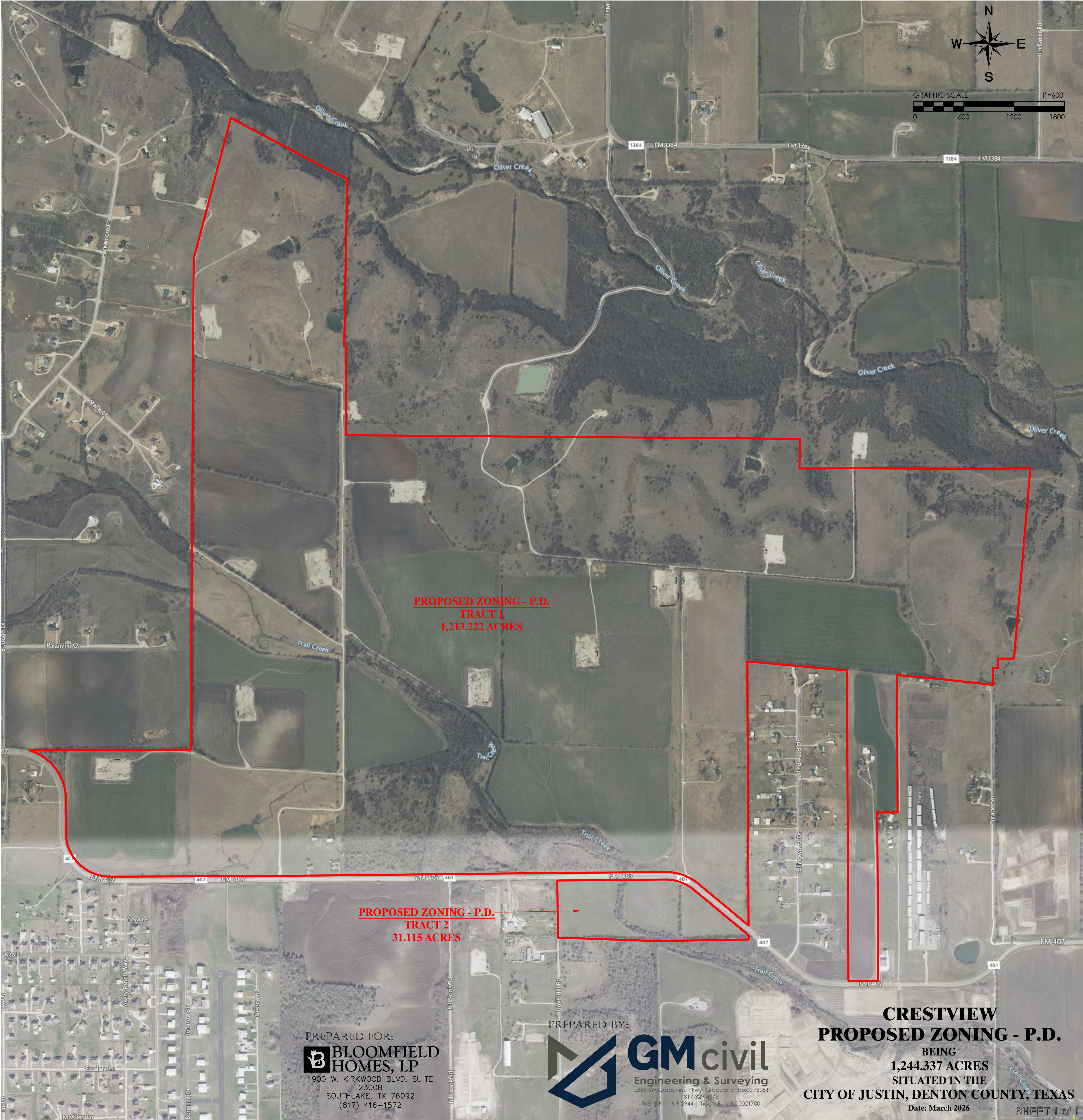
THENCE South 00 deg. 16 min. 50 sec. East departing said South right-of-way line and continue along the East line of said 12.558 acre tract, a distance of 49.62 feet to a 1" square rod (leaning) for the Southeast corner of same;

THENCE South 89 deg. 00 min. 37 sec. West along the South line of said 12.558 acre tract, a distance of 1,083.78 feet to a 5/8" capped iron rod found stamped "DUNAWAY";

THENCE North 88 deg. 01 min. 11 sec. West along the South line of said 12.558 acre tract, at 41.41 feet pass a 5/8" capped iron rod found stamped "DUNAWAY" for the Southwest corner of said 12.558 acre tract and the Southeast corner of said 2,837 acre tract, at 211.57 feet pass a 5/8" capped iron rod found stamped "DUNAWAY" for the Southwest corner of said 2,837 acre tract and the Southeast corner of said 15.722 acre tract, continue a total distance of 1,188.84 feet to the Southwest corner of said 15.722 acre tract and being in the approximate centerline of Dove Hill Road;

THENCE North 00 deg. 33 min. 55 sec. West along the West line of said 15.722 acre tract and said centerline, a distance of 679.93 feet to the **POINT OF BEGINNING**, containing 1,355,358 square feet or 31.115 acres of land, more or less.

Bearings are referenced to Texas State Plane Coordinate System, North Central Zone (4202), North American Datum of 1983 as derived from GPS observation.



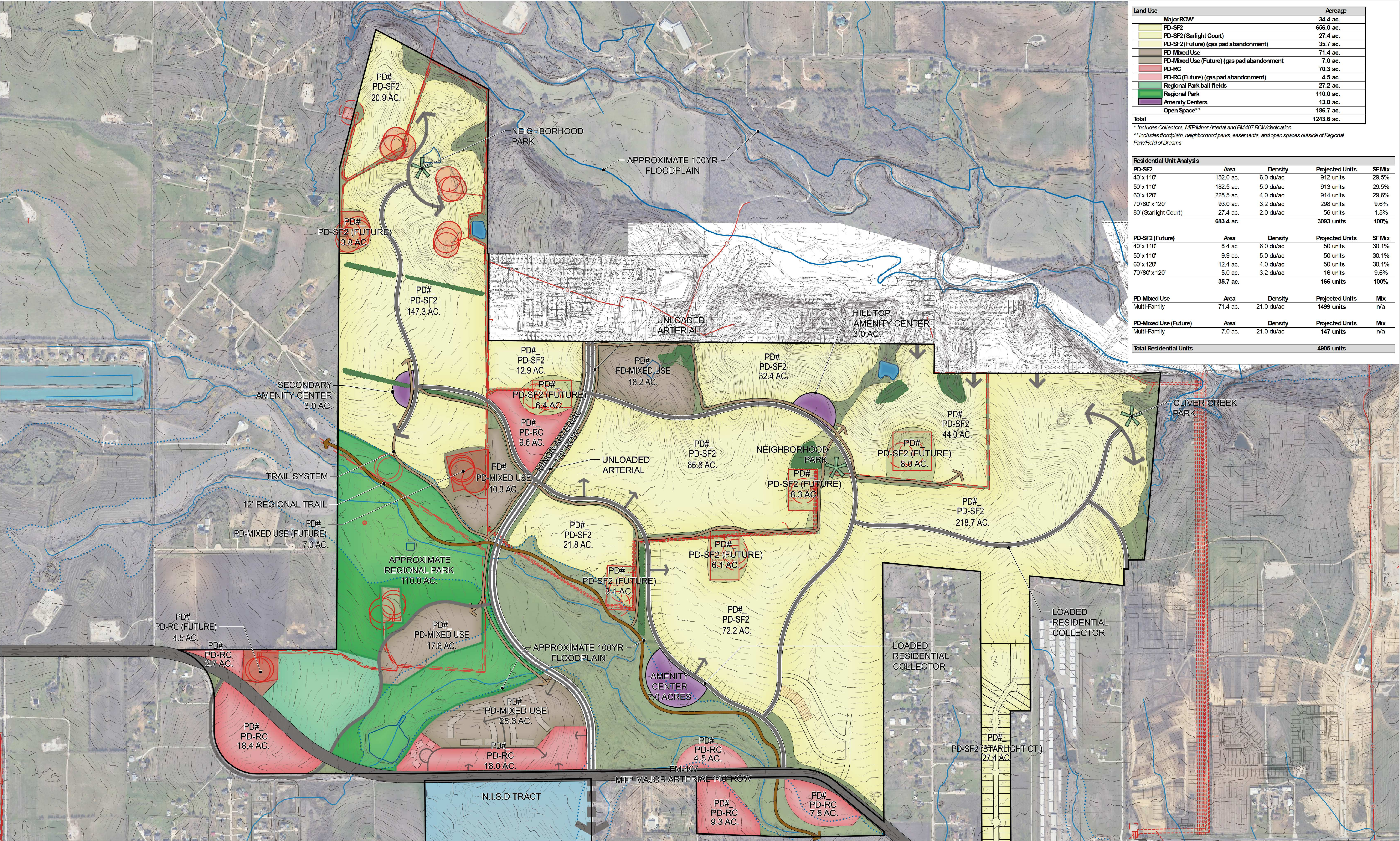
PREPARED FOR:
BLOOMFIELD HOMES, LP
1900 W. KIRKWOOD BLVD, SUITE 2500B
SOUTH LAKE, TX 76092
(817) 416-1572

PREPARED BY:
GMcivil
Engineering & Surveying
2552 SW Grapevine Pkwy, Grapevine, Texas 76051
817-329-4373
TX Reg. Firm # P-2944 | T&E Reg. # 0021700

CRESTVIEW
PROPOSED ZONING - P.D.
BEING
1,244.337 ACRES
SITUATED IN THE
CITY OF JUSTIN, DENTON COUNTY, TEXAS
Date: March 2026
SHEET 1 of 1

EX-25035 - Bloomfield - JUDGE Property\COGO\ZONING\CRESTVIEW\PROPOSED ZONING PD - OVERALL.DWG

EXHIBIT C



Land Use	Acreage
Major ROW*	34.4 ac.
PD-SF2	656.0 ac.
PD-SF2 (Starlight Court)	27.4 ac.
PD-SF2 (Future) (gas pad abandonment)	35.7 ac.
PD-Mixed Use	71.4 ac.
PD-Mixed Use (Future) (gas pad abandonment)	7.0 ac.
PD-RC	70.3 ac.
PD-RC (Future) (gas pad abandonment)	4.5 ac.
Regional Park ball fields	27.2 ac.
Regional Park	110.0 ac.
Amenity Centers	13.0 ac.
Open Space**	186.7 ac.
Total	1243.6 ac.

* Includes Collectors, MTP Minor Arterial and FM407 ROW dedication
** Includes floodplain, neighborhood parks, easements, and open spaces outside of Regional Park/Field of Dreams

Residential Unit Analysis	Area	Density	Projected Units	SF Mix
PD-SF2				
40' x 110'	152.0 ac.	6.0 du/ac	912 units	29.5%
50' x 110'	182.5 ac.	5.0 du/ac	913 units	29.5%
60' x 120'	228.5 ac.	4.0 du/ac	914 units	29.6%
70' 80' x 120'	93.0 ac.	3.2 du/ac	298 units	9.6%
80' (Starlight Court)	27.4 ac.	2.0 du/ac	56 units	1.8%
	683.4 ac.		3093 units	100%

PD-SF2 (Future)	Area	Density	Projected Units	SF Mix
40' x 110'	8.4 ac.	6.0 du/ac	50 units	30.1%
50' x 110'	9.9 ac.	5.0 du/ac	50 units	30.1%
60' x 120'	12.4 ac.	4.0 du/ac	50 units	30.1%
70' 80' x 120'	5.0 ac.	3.2 du/ac	16 units	9.6%
	35.7 ac.		166 units	100%

PD-Mixed Use	Area	Density	Projected Units	Mix
Multi-Family	71.4 ac.	21.0 du/ac	1499 units	n/a

PD-Mixed Use (Future)	Area	Density	Projected Units	Mix
Multi-Family	7.0 ac.	21.0 du/ac	147 units	n/a

Total Residential Units	4905 units
-------------------------	------------

CRESTVIEW PLANNED DEVELOPMENT CONDITIONS

PD ZONING RESIDENTIAL STANDARDS	
Lot Size (Minimum)	
Lot Area (sq. ft.)	4,400
Lot Width (feet)	40*
Lot Width of Corner Lots (feet)	45*
Lot Depth (feet)	110**
Dwelling Regulations (Minimum Square Footage)	
Minimum Dwelling Floor Area	1,400***
Yard Requirements	
Front Yard minimum (feet)	20
Side Yard minimum (feet)	5
Side Yard of Corner Lots minimum (feet)	10
Side Yard of Corner Lots (feet) on key lots	20
Rear Yard minimum (feet)	10****
Lot Coverage Main Structure	55%
Home Requirements	
Main Structure maximum Height (feet)	40
Accessory Structure Height maximum (feet)	14
Masonry Percentage minimum	70%
Roof Pitch Minimum	6:12

*Lot Width for curvilinear lots shall be measured at the tangent of the curve at the front setback of the lot.

** Lot Depths for cul-de-sacs and knuckles may be less than minimum depth, while maintaining the minimum lot area (4,400 SF).

*** No more than 25% of dwelling units may be less than 2,000 S.F.

****Rear Yard setbacks for lots on cul-de-sacs and knuckles shall be 5' minimum.

The Subdivision Regulations shall apply to the development of the Property, except as modified as follows:

STREET STANDARDS

Minor Arterial 100' R.O.W. coming off FM 407 (the "FM 407 Arterial Road") shall be a four-lane divided roadway (25' B-B in each direction) and dedicated 12-foot left turn lanes with 100 feet of dedicated right-of-way. The Minor Arterial 100' R.O.W. shall be in conformance with the M4U Urban Street Designation from the City of Justin Subdivision Regulations Ordinance. All paving or other improvements for the 100' R.O.W. Road shall be financed by Assessments or the proceeds of PID Bonds to the extent allowed by law. The additional right-of-way necessary for the FM 407 Arterial Road shall also be financed by PID Assessments or the proceeds of PID Bonds to the extent allowed by law.

Internal 60' R.O.W. collector roads shall be 41' B-B. Direct residential driveway access shall be allowed to the 60' R.O.W. collector with a standard front building setback of 20 feet. The street section shall be 41' B-B with laydown curbs in areas where direct residential access is utilized. All paving or other improvements for the 60' R.O.W. road shall be financed by Assessments or the proceeds of PID Bonds to the extent allowed by law.

Internal 50' R.O.W. residential streets shall be 31' B-B with laydown curbs and a 2% rooftop crown. All paving or other improvements for the 50' R.O.W. road shall be financed by the Assessments or the proceeds of PID Bonds to the extent allowed by law.

In constructing the roads subject to the Agreement, the Developer shall comply with any applicable standards of the City, the County, the State of Texas, and the United States of America (including any agency thereof) with respect to safety requirements and compliance with the Americans with Disabilities Act in force at the time of construction of such road.

Connectivity Plan to be prepared for each phase and generally conform to the diagram below:

[REMAINDER OF PAGE LEFT BLANK INTENTIONALLY]



NORTH
SCALE: 1" = 150'-0"

5'-0" WIDTH CONCRETE
SIDEWALK. TYP.

5'-0" WIDTH CONCRETE
SIDEWALK. TYP.

5'-0" WIDTH CONCRETE
SIDEWALK. TYP.

5'-0" WIDTH CONCRETE
SIDEWALK. TYP.

6'-0" WIDTH CONCRETE TRAIL.
TYP.

6'-0" WIDTH CONCRETE TRAIL.
TYP.

5'-0" WIDTH CONCRETE
SIDEWALK. TYP.

5'-0" WIDTH CONCRETE
SIDEWALK. TYP.

6'-0" WIDTH CONCRETE TRAIL.
TYP.

5'-0" WIDTH CONCRETE
SIDEWALK. TYP.

CALLOUTS LEGEND:

- 6'-0" WIDTH CONCRETE TRAIL.
- 5'-0" WIDTH CONCRETE SIDEWALK.

SAMPLE CONNECTIVITY PLAN

DEVELOPER
BLOOMFIELD HOMES
1900 W. KIRKWOOD BLVD. SUITE 2300 B
SOUTHLAKE, TEXAS 76092
PHONE (972) 839-3882
CONTACT: CLINT VINCENT

WATER AND SEWER STANDARDS

All water and sanitary sewer plans shall comply with the City's water and sewer Master Plan and be approved by the City Engineer or designee.

All water and sanitary sewer plans, specifications, and construction shall comply with Texas Commission on Environmental Quality requirements 30 TAC Chapter 290, Subchapter D; Rules and Regulations for Public Water Systems (as amended) and Chapter 217: Design Criteria for Domestic Wastewater Systems (as amended)

Water

Water lines designated as transmission lines 12" and larger located along FM 407, arterial, or collector roads that will benefit a larger service area for the City of Justin to be determined by detailed engineering analysis shall receive impact fee waivers, or city cost participation for upsizing. All other water lines 12" and smaller internal to the property shall be financed by Assessments or the proceeds of PID Bonds to the extent it is sized to provide service to the Property.

The 12" on-site water lines may be tapped to serve the Property.

Sewer

Sewer transmission lines along FM 407, streams, draws, force mains, or lift stations that will benefit a larger service area for the City of Justin to be determined by detailed engineering analysis shall receive impact fee waivers, or city cost participation for upsizing. All sewer lines internal to the property, not designated as transmission lines shall be financed by Assessments or the proceeds of PID Bonds to the extent allowed by law.

All sewer lines internal to the properties not considered transmission lines shall be financed by Assessments or the proceeds of PID Bonds to the extent allowed by law.

MISCELLANEOUS STANDARDS

1. Three-tab roofing shall not be permitted.
2. No alleys shall be required and garage doors may face the street.
3. Hike & Bike Trails may be installed in the Flood Plain and Flood Way.
4. Any trees in right-of-ways, easements, house pads, within 10 feet from any house pad, and future roads shall not be mitigated. Any trees planted on lots, medians, landscape buffers, and private or public open space should count for mitigated trees.
5. The only City Fees that will be paid with this project will be water fees and sewer fees (except to the extent waived pursuant to the Development Agreement), inspection fees, certificate of occupancy fees and building fees.

6. All lot purchasers will be required by deed to be members of a Property Owners Association.
7. The Developer reserves the right to modify the lot mix, street configuration, and layout for the development as presented on Exhibit "C" through the preliminary plat and final plat process, allowing up to a 10% increase or reduction in density for the single-family residential lots.
8. Homes must be set back at least 150 feet from existing well heads, homes and parks, and screened in compliance with the City's ordinances.
9. Developer shall, at Developer's sole discretion, install a 6-foot-high masonry screening wall or wrought iron fence with living screen where lots back to a roadway, with a 4-foot sidewalk. Lots which back onto park land or open space shall provide a decorative iron fence of uniform design
10. Entry features, landscaping, and monumentation to identify the development may be installed within public right-of-way and medians. The Property Owners Association shall be responsible for maintenance for these improvements within public right-of-way.
11. Early or At-Risk Grading shall be permitted the Developer upon review and approval of mass grading and erosion control plans by staff. Any revisions to earthwork based on changes or conditions of final design shall be the responsibility of the Developer.
12. Building Permit applications and approvals shall be allowed upon substantial completion of paving improvements and operation of the water system for basic fire protection. No Certificate of Occupancy will be issued by the City, until such time as the subdivision improvements have been accepted by the City, and the maintenance bonds for the public improvements have been issued.
13. Lot-to-Lot drainage will be accepted for the single-family residential portion of the development. Lot-to-Lot drainage will be restricted to Type B drainage patterns with the drainage break occurring at the front building setback or the rear of the residential building pad.
14. Each 40' and 50' Lot shall have one - 3" caliper yard tree and each 60', 70', and 80' Lot shall have two - 3" caliper yard trees at home completion.

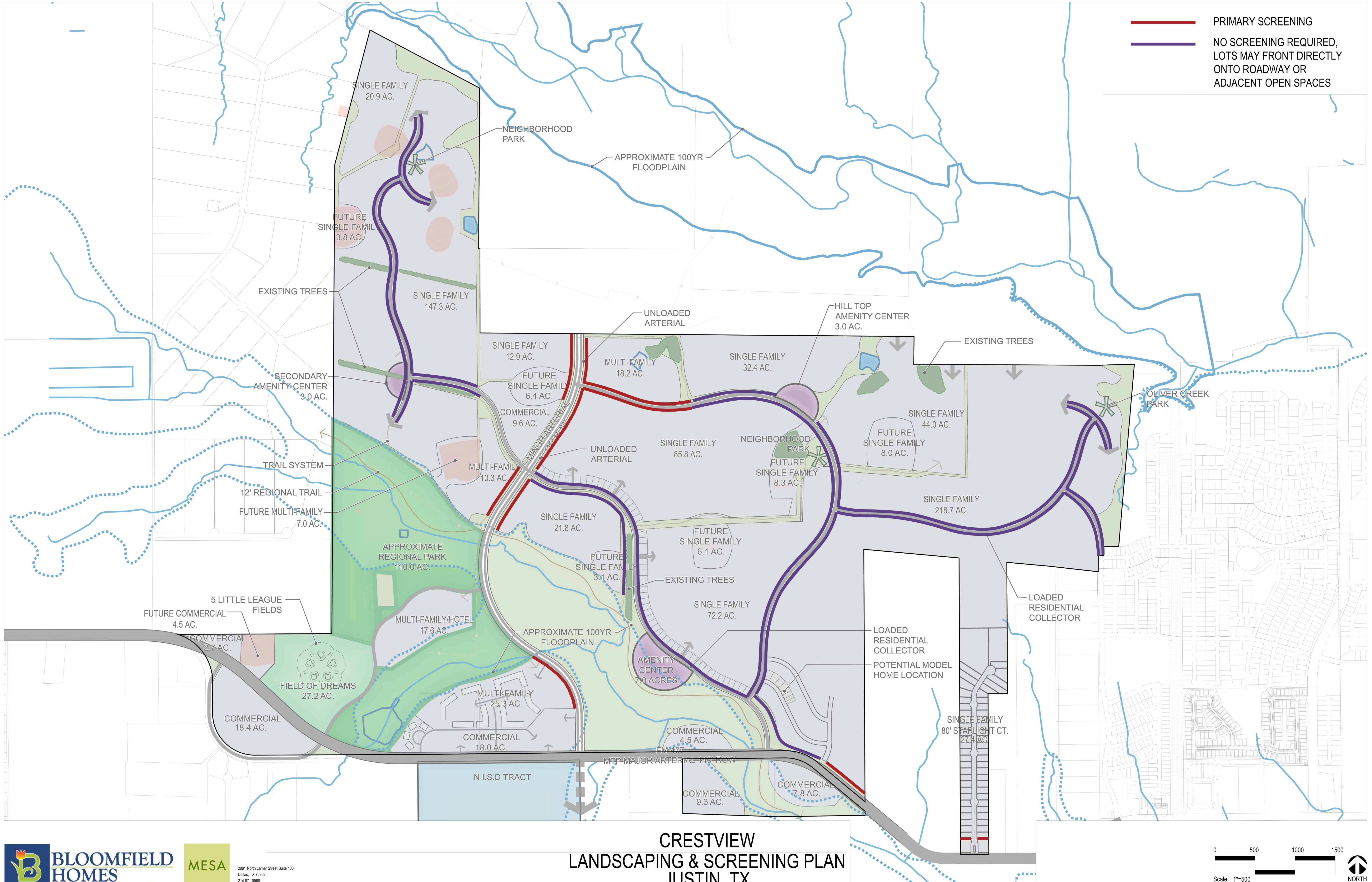
MIXED USE, MULTI-FAMILY, COMMERCIAL/RETAIL STANDARDS

Any Mixed-Use, Multi-Family, Commercial/Retail should be per the City of Justin Unified Development Code. In addition to the approved uses listed, the portions of the parcels along F.M. 407 shall allow the use and dedication of private open space for entry features and related landscaping to be maintained by the Property Owners Association as necessary.

The applicant shall submit a Development Plan with the application submittal, in accordance with the requirements of the Unified Development Code. The Development Plan shall be reviewed by the Planning and Zoning Commission and forwarded to the City Council for consideration.

RESIDENTIAL STANDARDS

Due to the size of the development, this concept plan and Planned Development document shall be submitted in lieu of Section 52-316 (h) for consideration by the Planning and Zoning Commission and City Council. The document shall act as the regulatory document over the development.



**CRESTVIEW
LANDSCAPING & SCREENING PLAN
JUSTIN, TX**

LANDSCAPING & SCREENING

The landscaping design within Crestview open spaces and development tracts will follow the City of Justin Unified Development Code Section 52-403 with the following exceptions for residential uses only. Non residential uses will adhere to the City of Justin Unified Development Code.

1. **Landscape Buffers**

The City of Justin Unified Development Section 52-403.a.5 Landscape Buffers is revised to include the following alternatives in lieu of the landscape buffer requirements identified in the City of Justin Unified Development Code.

i. **Activities exempt from buffer yard requirements**

In addition to the activities exempt listed in 52-403.a.5.a, the following additional activities are exempt:

1. When the adjacent land use is an open space, recreation center/club house, or any other recreational use so long as no dumpsters, outside storage or loading areas are visible from the adjacent roadway
2. When single family residential detached or attached uses are adjacent to each other, including when open space is between the uses.
3. When residential lots are fronting directly onto a roadway.
4. When residential lots are facing a single loaded street adjacent to a collector or arterial roadway. Example shown below:



ii. **Buffer yard requirements**

In addition to the buffer yard requirements listed in 52-403.a.5.c., the following buffer yard requirements are allowed (**Refer to Exhibit D: Landscaping & Screening Plan**):

Primary Screening Areas as indicated on **Exhibit D: Landscaping & Screening Plan**.

When a residential use abuts a roadway indicated with primary screening one (1) of the following screening treatments must be provided:

Primary Screening Option 1:

Must include a minimum fifteen (15) foot landscape buffer with the following:

- a. Masonry Screenwall: must be at least six (6) feet in height with an enhanced column at least 24 inches in width and depth and at least six (6) feet in height, constructed of brick and/or stone laid up unit by unit and set in mortar and must be constructed on average of one (1) column for every 250 linear feet of wall length. The screening will be maintained by the HOA
- b. Canopy Trees
One (1) canopy tree at least three (3) caliper inches, planted for every fifty (50) linear feet (ratio is average and trees can be planted in clusters so long as the ratio is met) of roadway for the landscape buffers.
- c. Evergreen or Ornamental Trees
One (1) evergreen or ornamental tree, at least six (6) feet in height, planted for every twenty-five (25) linear feet (ratio is average and trees can be planted in clusters so long as the ratio is met) of roadway for the landscape buffers.

Example of Primary Screening Option 1



Primary Screening Option 2

Must include a minimum forty (40) foot landscape buffer with the following:

- a. Landscape berms of at least three (3) feet in height
- b. Board on board wood fence, at least six (6) feet in height, with metal posts and decorative wood cap or an ornamental metal fence at least 6' high with a solid shrub row of planting within 3' of the fence. An enhanced column at least 24 inches in width and depth and at least six (6) feet in height, constructed of brick and/or stone laid up unit by unit and set in mortar and must be constructed on average of one (1) column for every 250 linear feet of wall length. Metal posts must not be visible from the major street (the street with the widest ROW). The fencing will be maintained by the HOA.
- c. Canopy Trees
One (1) canopy tree at least three (3) inch caliper inches, planted for every fifty (50) linear feet (ratio is average and trees can be planted in clusters so long as the ratio is met) of roadway for the landscape buffers.
- d. Evergreen or Ornamental Trees
One (1) evergreen or ornamental tree, at least six (6) feet in height, planted for every twenty-five (25) linear feet (ratio is average and trees can be planted in clusters so long as the ratio is met) of roadway for the landscape buffers.

Examples of landscape buffers with landscaping, berms and decorative wood fence setback at least 40 ft. from the roadway.



Examples of decorative wood fences with decorative wood caps and metal posts not visible from the street.



Example of Primary Screening Option 2





City Council Coversheet
March 26, 2026
415 N. COLLEGE AVE.

Agenda Item: 1. (FUTURE AGENDA ITEMS)

Title: Discuss a Future Agenda Item request by Councilman Stevens

Department: Administration

Contact: Jarrod Greenwood, City Manager

Recommendation:

City Staff recommends the City Council provide direction with an agenda date and/or to remove the item.

Background:

The City Council must decide as a whole if this item should be added to a future agenda. The attached item has been submitted by Councilman Stevens as a future agenda item topic.

City Attorney Review: No

Attachments:

1. Council Agenda Item Request Form - TB & 156 Traffic Concerns



CITY COUNCIL AGENDA ITEM REQUEST

Proposed agenda Item

Address traffic concerns at Timberbrook Parkway & FM156

Request by

Ryan Stevens

Date Submitted

March 13, 2025

Priority

High

Background info

Residents have raised safety concerns regarding the Timberbrook Pkwy/156 intersection due to increasing traffic volumes, high vehicle speeds, and limited safe opportunities turning into Timberbrook or on to 156. These conditions have created hazardous situations and significant delays for motorists during peak hours. With continued residential growth and increasing traffic demand in the area, these conditions are expected to worsen without intervention.

Expected Council Action

Approve placing this item on a future agenda to evaluate the intersection and consider appropriate traffic safety improvements.

Staff Preparation

Staff to evaluate appropriate traffic safety improvements, such as a formal traffic study, signalization analysis, turn lane enhancements, or other measures necessary to improve safety and traffic flow at this intersection.