

AGENDA FOR REGULAR MEETING

KERRVILLE CITY COUNCIL

TUESDAY, AUGUST 28, 2018, 6:00 P.M.

KERRVILLE CITY HALL COUNCIL CHAMBERS

701 MAIN STREET, KERRVILLE, TEXAS

KERRVILLE CITY COUNCIL AGENDA
REGULAR COUNCIL MEETING, AUGUST 28, 2018, 6:00 PM
CITY HALL COUNCIL CHAMBERS
701 MAIN STREET, KERRVILLE, TEXAS

CALL TO ORDER

INVOCATION:

Offered by George Baroody, Councilmember Place Two.

PLEDGE OF ALLEGIANCE TO THE FLAG

1. ANNOUNCEMENTS OF COMMUNITY INTEREST:

Announcement of items of community interest, including expressions of thanks, congratulations, or condolences; information regarding holiday schedules; honorary recognitions of city officials, employees, or other citizens; reminders about upcoming events sponsored by the city or other entity that is scheduled to be attended by city officials or employees; and announcements involving imminent threats to the public health and safety of the city. No action will be taken.

2. VISITORS/CITIZENS FORUM:

Any citizen with business not scheduled on the agenda may speak to the City Council. Prior to speaking, each speaker must fill out the speaker request form and give it to the City Secretary. City Council may not discuss or take any action on an item but may place the issue on a future agenda. The number of speakers will be limited to the first ten speakers and each speaker is limited to four minutes.

3. PRESENTATIONS:

3A. Certificate of Recognition for E.A. Hoppe, Deputy City Manager for the City of Kerrville, Texas for receiving the Credentialed Manager designation from the International City/County Management Association (ICMA).

Attachments:

[Certificate of Recognition-EA Hoppe 8-28-18.pdf](#)

4. CONSENT AGENDA:

These items are considered routine and can be approved in one motion unless a Councilmember asks for separate consideration of an item. It is recommended that the City Council approve the following items which will grant the Mayor or City Manager the authority to take all actions necessary for each approval:

4A. Approve minutes for the August 14, 2018 regular meeting.

Attachments:

[2018 0814.docx](#)

The facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this event. Please contact the City Secretary's Office at 830-257-8000 for further information.

I do hereby certify that this notice of meeting was posted on the bulletin board at the City hall of the City of Kerrville, Texas, and said notice was posted on the following date and time: August 24, 2018 at 4:00 p.m. and remained posted continuously for at least 72 hours preceding the scheduled time of the meeting.

4B. Resolution No. 35-2018 authorizing the waiver of fees regarding public safety staffing and other applicable fees for the Kerrville Chalk Festival scheduled to be held on October 13-14, 2018 in Peterson Plaza.

Attachments:

[AB_Resolution authorizing fee waivers for the Kerrville Chalk Festival.docx](#)
[Resolution No. 35-2018.pdf](#)
[Chalk Festival Letter of Request.pdf](#)

4C. Ratification of an agreement with Notre Dame Catholic School for use of the Kerrville Sports Complex

Attachments:

[AB_Notre_Dame_License_Agreement_for_Sports_Complex.docx](#)
[License Agreement with Notre Dame.pdf](#)
[Exhibit A.pdf](#)
[Exhibit B - NDCS Soccer Schedule.pdf](#)
[Exhibit C.pdf](#)

END OF CONSENT AGENDA

5. PUBLIC HEARINGS:

5A. Public hearing on the FY2019 Proposed Budget.

Attachments:

[AB_Public_Hearing_FY2019_Proposed_Budget.docx](#)
[Notice of Public Hearing on Proposed Budget.docx](#)
[FY2019 Proposed Budget Public Hearing Presentation.pdf](#)

6. ORDINANCES, FIRST READING:

6A. First reading of Ordinance 2018-17 adopting the annual budget for the City of Kerrville, Texas, Fiscal Year 2019; providing appropriations for each City Department and Fund; containing a cumulative clause; and containing a savings and severability clause.

Attachments:

[AB_First_Reading_Budget_Ordinance.docx](#)
[Ordinance No. 2018-17 Adopting the annual FY2019 City budget.pdf](#)

6B. First reading of Ordinance 2018-18 levying an ad valorem tax for the use and support of the Municipal Government for the City of Kerrville, Texas, for Fiscal Year 2019; apportioning the levy for specific purposes; and providing when taxes shall become due and when same shall become delinquent if not paid.

Attachments:

[AB_First_Reading_Tax_Rate_Ordinance.docx](#)

2

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Cheryl Brown
Interim City Secretary, City of Kerrville, Texas



7. CONSIDERATION AND POSSIBLE ACTION:

7A. Kerrville Sports Complex Improvement Projects

Attachments:

[AB_Kerrville_Sports_Complex_Improvement_Projects.docx](#)

[Sports Complex Project Recommendations Approved by P&R Advisory Board 8.9.2018.pdf](#)

7B. Councilmembers Voelkel and Sigerman reviewed the forms for applications for consideration for appointment to the City's boards and commissions. Revisions were made, and are attached for City Council's approval.

Attachments:

[AB_Board_applications.docx](#)

[board application - BBAA 2018.doc](#)

[board application - EIC 2018.doc](#)

[board application - FSAB 2018.doc](#)

[board application - LAB 2018.doc](#)

[board application - P&Z 2018.doc](#)

[board application - PRAB 2018.doc](#)

[board application - RCC 2018.doc](#)

[board application - ZBA 2018.doc](#)

8. PRESENTATIONS AND RECOGNITION

8A. Acknowledgement of the City of Kerrville's contribution to the success of the 15th Annual River Cleanup.

Attachments:

[AB_UGRA Appreciation.docx](#)

9. INFORMATION & DISCUSSION:

9A. Financial update for the month ended July 31, 2018.

Attachments:

[AB_Financial_Update_7-31-18.docx](#)

[July 2018 financial graphs.pdf](#)

[July 2018 financial summary.pdf](#)

10. CITY MANAGER'S REPORT

No questions or discussion may occur without an item being specifically posted.

11. BOARD APPOINTMENTS

11A. Appointments to the Recovery Community Coalition.

Attachments:

[AB_RCC_appointments.docx](#)
[Recovery Community Coalition.docx](#)

11B. Appointment to the Planning and Zoning Commission.

Attachments:

[AB_P&Z_appointment_8-28-18.docx](#)
[Planning and Zoning Commission.docx](#)

12. ITEMS FOR FUTURE AGENDAS

13. EXECUTIVE SESSION:

City Council may, as permitted by law, adjourn into executive session at any time to discuss any matter listed above including if they meet the qualifications in Sections 551.071 (consultation with attorney), 551.072 (deliberation regarding real property), 551.073 (deliberation regarding gifts), 551.074 (personnel/officers), 551.076 (deliberation regarding security devices), and 551.087 (deliberation regarding economic development negotiations) of Chapter 551 of the Texas Government Code.

14. ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF ANY

ADJOURNMENT.

The facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this event. Please contact the City Secretary's Office at 830-257-8000 for further information.

I do hereby certify that this notice of meeting was posted on the bulletin board at the City hall of the City of Kerrville, Texas, and said notice was posted on the following date and time: August 24, 2018 at 4:00 p.m. and remained posted continuously for at least 72 hours preceding the scheduled time of the meeting.

Certificate of Recognition

Is hereby presented to

E.A. Hoppe
Deputy City Manager

For receiving the Credentialed Manager designation from the International City/County Management Association (ICMA).

In order to receive the prestigious ICMA credential, a member must have significant experience as a senior management executive in local government; have earned a degree; and demonstrated a commitment to high standards of integrity and to lifelong learning and professional development.



Hereunto set my hand and caused the
Seal of the City of Kerrville to be affixed
hereto, the 28 day of August, 2018.



Mark L. McDaniel, City Manager

CITY COUNCIL MINUTES
REGULAR MEETING

KERRVILLE, TEXAS
AUGUST 14, 2018

On August 14, 2018, the Kerrville City Council meeting was called to order at 6:00 p.m. by Mayor Bill Blackburn in the city hall council chambers at 701 Main Street. The invocation was offered by Sylvia McGinnis, followed by the Pledge of Allegiance led by City Secretary Brenda Glenn Craig.

COUNCILMEMBERS PRESENT:

Bill Blackburn	Mayor
George Baroody	Mayor Pro Tem
Vincent Voelkel	Councilmember
Judy Eychner	Councilmember
Delayne Sigerman	Councilmember

COUNCILMEMBERS ABSENT: None.

CITY CORE STAFF PRESENT:

Mark McDaniel	City Manager
Mike Hayes	City Attorney
Brenda Craig	City Secretary
E.A. Hoppe	Deputy City Manager
Cheryl Brown	Deputy City Secretary
Amy Dozier	Director of Finance
Kim Meismer	Director of General Operations
David Knight	Police Chief
Stuart Cunyus	Public Information Officer
Dannie Smith	Fire Chief
Guillermo Garcia	Executive Director of Strategic Initiatives
Drew Paxton	Director of Development Services
Ashlea Boyle	Director of Parks and Recreation

VISITORS PRESENT: List on file in city secretary's office for the required retention period.

1. ANNOUNCEMENTS OF COMMUNITY INTEREST: were given.

2. VISITORS/CITIZENS FORUM:

3. PRESENTATIONS:

- 3A. Presentation to Brenda Craig, City Secretary, for her retirement after 37 years of service.
- 3B. Proclamation proclaiming August 15, 2018 as Guard Team Day and recognition of the Kerrville Competitive Lifeguard Team for their accomplishments, and for winning the State Lifeguard Championships.

3C. Recognition of the 2018 UIL Class 3A Girls State championship Golf Team from Ingram Tom Moore High School.

4. CONSENT AGENDA:

Ms. Sigerman moved for approval of consent agenda Items 4A-4E; Ms. Eychner seconded the motion and it passed 5-0:

4A. City Council minutes for the regular meetings held on June 12, June 26, July 10, and July 24, 2018; and the workshops held on June 19, and July 23, 2018, and the joint meeting with the Convention and Visitor's Bureau held on July 12, 2018, and the Employee Benefits Trust meeting held on July 24, 2018.

4B. Resolution No. 31-2018 designating the Kerrville Daily Times as the official newspaper for the City of Kerrville, Texas; providing authority for the city manager to act as may be appropriate; providing for an effective date; repealing Resolution No. 35-2017 and any other resolutions in conflict herewith.

4C. A user agreement with Global Spectrum, LP for use of the Hill Country Youth Event Center for the 2019 Daddy Daughter Dance to be held on February 16, 2018.

4D. Agreement with Premier Courts, LC, for resurfacing of tennis courts at the H-E-B Tennis Center, through the Texas Buy Board, in the amount of \$57,304.

4E. Construction contract with Champion Infrastructure, Inc. for the 2018 Crack Seal project in an amount of \$106,852.00.

END OF CONSENT AGENDA

5. PUBLIC HEARINGS:

5A. Public Hearing regarding the annexation of an approximate 5.335 acre tract of land, located within the William Watt Survey No. 65, Abstract No. 364, Kerr County, Texas, being generally located adjacent to State Highway 173, and part of the Comanche Trace Residential Subdivision, said tract also known as Comanche Trace Section 15; proposed zoning for the tract is Planned Development (Zoning) District to authorize single family residential. Item was deferred to a future meeting.

5B. Public hearing regarding the annexation of an approximate 3.669 acre tract of land, located within the J.D. Leavell Survey No. 1862, Abstract No. 1435, Kerr County, Texas; being known as 884 Farm to Market Road 783 (Harper Highway); proposed zoning for the tract is the Gateway Zoning District. Item was deferred to a future meeting.

5C. Public hearing regarding the annexation of an approximate 0.885 acre tract of land, being located within both the Jesus Hernandez Survey No. 548, Abstract No. 189 and the M.K. and T.E. Railway Co. Survey No. 1862, Abstract No. 1435, Kerr County, Texas, being known as 874 Farm to Market Road 783 (Harper Highway); proposed zoning for the tract is the Gateway Zoning District. Item was deferred to a future meeting.

5D. Public hearing regarding the annexation of an approximate 59.09 acre tract of land, located within both the Joseph S. Anderson Survey No. 141, Abstract No. 2, and the J.S. Sayder Survey No. 142, Abstract No. 290, Kerr County, Texas; being generally located adjacent to State Spur 98 (Thompson Drive), addressed as 1515 Knapp Road S.), proposed zoning for the tract is 7-W Zoning District. Item was deferred to a future meeting.

6. PUBLIC HEARINGS AND ORDINANCES FIRST READING:

6A. Ordinance 2018-15 amending the City's "Zoning Code" by amending Article 11-I-3 "Definitions and Interpretations of Words and Phrases" and Articles 11-1-4 through 11-1-11 to amend the land use tables for various zoning districts to add "Parking Structure" and "Parking Lot, Stand Alone", as uses that are either permitted by right or as a conditional use within each specified district; containing a cumulative clause; containing a savings and severability clause; providing for a maximum penalty or fine of two thousand dollars (\$2000.00); and ordering publication. Item was deferred to a future meeting.

6B. Public hearing, consideration and action, zoning change – public hearing, consideration and action concerning a zoning change request for 213, 215, 221 West Barnett Street, being lots 52, 53, and 54 Block 14 of Parsons Addition, from "R-1A" (single family residential district) to "PDD" (planned development district). Item was deferred to a future meeting.

7. ORDINANCE, SECOND AND FINAL READING

7A. Ordinance No. 2018-14 deleting Chapter 98, "Telecommunications," of the Code of Ordinances of the City of Kerrville, Texas; containing a cumulative clause; containing a savings and severability clause; and providing other matters relating to the subject.

Mr. Hayes read the ordinance by title. He noted there were no changes since first reading. The city did not have the authority to regulate telecommunications since 2005; therefore, he recommended Ordinance No. 2018-14 be approved.

Ms. Eychner moved for approval of Ordinance No. 2018-14 on second and final reading; Ms. Sigerman seconded the motion and it passed 5-0.

8. CONSIDERATION AND POSSIBLE ACTION:

8A. Interlocal Agreement for the provision of animal services and library services. Mr. Baroody stated that the amendment proposed by the county did not affect the library services provided by the city. He suggested the issues of animal control and library be separated into two agreements and the two services not be tied together. The city had requested an increase in the hours of operation of animal control services and that animal control officers aid in handling animal control cases in municipal court without requiring a subpoena. The agreement was already in place and any modifications should not be entertained without prior approval of the city council. The city manager had been negotiating an amended agreement with the county, and he opined that any change to the existing agreement would be a change in policy, and city council sets policy. Also, the county had referred to running the animal control services according to

county codes; the city had codes pertaining to animal services, and the two codes overlapped. He requested that direction be given to the city manager that negotiations continue, and that the city and county codes be reviewed.

Mr. Baroody moved that council formally authorize the city manager to begin to negotiate a contract amendment to the agreement with the goal to ensure the relevance and validity of current animal services issues as outlined in the City Charter.

Council also discussed:

- Having an adoption coordinator; not enough was being done for adoption. Could use city's resources, i.e. website, and work with the county on advertising.
- Negotiations should go through the city manager. It was premature as nothing has come before council yet.
- The city manager will negotiate a contract amendment and bring a document to the city council.

Mr. Baroody stated the motion was not to adopt an agreement. He opined that as it is, the city manager did not have authority to negotiate a contract amendment as that was setting policy.

Mr. Voelkel seconded the motion and it failed 2-3 with Councilmembers Baroody and Voelkel voting in favor of the motion; and Councilmembers Blackburn, Eychner and Sigerman voting against the motion.

8B. A Joint Resolution No. 1-2018 of the City Council for the City of Kerrville, Texas, and Kerrville Public Utility Board wherein the city council authorizes the city manager to enter into a solar energy ground lease for the use of the city property; that KPUB acknowledges the lease and that the city will assign its rights under and management of the lease to KPUB; and that such property will be used to install, maintain, and operate a solar-powered electrical energy generating facility.

Mr. Hoppe noted KPUB proposed leasing 11 acres of city property on Spur 100 for 20 years. KPUB would contract with a solar developer to install, operate, and own the on-site solar energy system to generate power. KPUB would contract with the provider to purchase all power generated; the provider would sell power exclusively to KPUB. The solar power would help reduce KPUB's peak demand periods and result in lower electric rates for the city; the initial annual reduction in transmission costs was estimated at \$208,000. The property lease would provide an annual revenue stream estimated to be \$14,619, and the estimated annual savings to the city would be \$30,714. Also, the city would not use the area designated in the landfill for more than 35 years.

Mayor Blackburn noted he currently served on the KPUB Board, but had not voted on the concept; however, Former Mayor White voted three times to support this project.

Ms. Eychner moved to approve Resolution 1-2018 and authorize the city manager to enter into the solar agreement. Mr. Baroody seconded the motion and it passed 5-0.

8C. Fiscal Year 2019 (FY2019) budget for the City of Kerrville, Texas Economic Improvement Corporation (EIC).

Mr. Hoppe noted that EIC approved their FY2019 budget on July 15, and revenues were projected to exceed expenditures by \$31,365. The EIC budget allocated \$3,482,686 for the following expenditures:

- Administrative: \$370,500, included \$140,000 contribution to the Kerrville Economic Development Corporation; \$180,000 administrative services fee to the city; and \$50,000 one-time transfer to create a set-aside fund for things such as economic development consultant studies or outside professional consultants.
- Business Development: \$500,000 set-aside.
- Quality of Life: \$1,362,186, included debt service payments for river trail and athletic complex projects; net set-aside item at \$250,000.
- Public Infrastructure: \$1,250,000, included \$250,000 for workforce housing project; \$1,000,000 for the Legion lift station project.

Council also discussed the following:

- Were any funds allocated for taking over property? Mr. Hoppe noted there had been no discussions regarding any condemnation.
- Since EIC had a significant reserve, and the Legion lift station project was considered to be an economic development project, more money should be allocated to LLS to reduce the money the city was borrowing for the project. Mr. Hoppe noted that EIC funded a portion of the project that was attributable to increased capacity for economic development. Mr. McDaniel noted the total LLS project was estimated at \$9-10M and the EIC/Council had already approved the funding agreement.

Mr. McDaniel noted that to use any funds, EIC must first have a funding agreement with City Council.

Council allowed the following person to speak:

1. Peggy McKay noted the economic development portion of the EIC budget through 2023 was \$4.5M and questioned if funds were available for any economic project that might come up, and did EIC have any project in mind. She questioned if EIC was funding the proportionate amount of the LLS project, noting the Loop 534 and Peterson Farm Road projects in the past could not be developed without the LLS project.

Ms. Eychner moved to approve the FY2019 EIC budget; Ms. Sigerman seconded the motion and it passed 5-0.

8D. Presentation of the Kerrville Economic Development Corporation (KEDC) and funding request to also include business plan and budget.

Mike Whittler, President of the KEDC Board, and Walt Koenig, Executive Director of the Chamber of Commerce (C of C), presented the KEDC FY2019 budget and business plan. The KEDC partnership with the Kerrville C of C would continue to maintain separate boards, budgets, and staffing. The chamber would provide services to KEDC through a one year agreement, including providing free office space; however, either party could exit the partnership if necessary. The FY2019 budget assumed the same

allocations as last year: \$140,000 from EIC, \$24,500 each from the City, County, and KPUB; the FY2019 budget would be the same as FY2018.

Mr. Hoppe noted the City's and EIC's FY2019 budgets included the KEDC allocation of \$24,500 and \$140,000, respectively. A service agreement would be necessary to effectuate the contractual relationship with KEDC for economic development services.

Council discussed creating benchmarks for the metrics that define success.

Ms. Sigerman moved to direct staff to create a new services agreement that would include a few things that would satisfy Councilmember Baroody later. Ms. Eychner seconded the motion and it passed 5-0.

Mr. Baroody clarified that council had directed staff to enter into negotiations for a new funding agreement. Mayor Blackburn affirmed.

8E. Official presentation of the FY2019 Proposed Budget and Resolution No. 32-2018 setting the proposed 2018 tax year ad valorem tax rate and calling a public hearing prior to the adoption of the FY2019 budget.

Mr. McDaniel noted the effective tax rate was higher than the proposed tax rate and discussed the following:

- Noted major improvements and projects in the FY2019 budget.
- General Fund and Water and Sewer Fund exceeded reserve policy requirements.
- General, Water and Sewer and Water and Sewer capital projects were 79% of spending in the FY2019 budget.

GENERAL FUND:

- Balanced budget with \$27.2M in revenues and expenditures.
- Property tax and sales tax contributed 61% of revenue.
- Property tax rate proposed to be unchanged at \$0.5514 per \$100 of assessed value, which was LOWER than the effective tax rate of \$0.5538. The assessed value increased 2.2%, and the net taxable value increased 1.5%; this was the smallest increase in five years.
- Sales tax FY2019 proposed budget was a 2.6% increase over FY2018. August 2018 sales tax was up 5.5% compared to August 2017.
- EMS revenue included \$200K for ambulance supplemental payment program.
- Street use fee increased from 2% to 3% of water and sewer revenue with additional 1% (\$126K) going directly to street paving budget.
- Ending reserve balance projected at 26.2%.
- General fund proposed expenditures projected at \$27.2M.
- Public safety and streets were 63.1% of expenditures.
- Salary and pay plan adjustments for public safety to address compression and market competitiveness.
- Added six new positions: 4 in parks (created a new position, tourism and event coordinator to be partially funded by HOT tax); 1 engineering; and 1 project manager in general operations.
- Development services department split into a separate fund.

GENERAL CAPITAL PROJECTS FUND:

-General fund capital projects included: tennis center renovation, \$1.5M funded by EIC; downtown and garage streetscape improvements, \$765K funded by EIC; landfill expansion permitting, \$181K; development services software, \$79K; public safety complex study, \$150K; rewrite of development codes, \$300K; enclose clock tower elevator, \$210K; drainage master plan, \$200K; and pavement master plan, \$100K.

GENERAL ASSET REPLACEMENT FUND:

-General fund vehicle asset replacement included: pumper truck, \$650K; 2 ambulance box remounts; \$149K each; 2 vehicles for fire \$87K both; 3 patrol vehicles, \$36K each; 2 parks maintenance trucks, \$30K each; 1 streets truck, \$30K; 1 building services truck, \$27K.

-General fund asset replacement, equipment expenditures included: one automated chest compression device for EMS, \$20K; one mower and one topdresser for Kerrville Sports Complex, \$55K; 2 mowers and one cart for Kerrville-Schreiner Park, \$25K; and 2 servers and a wireless controller, \$41K.

GENERAL DEBT SERVICE FUND:

-Debt service model presented for FY2019 through FY2028. No tax rate increase anticipated to cover debt.

-Potential bond election in May 2019.

WATER AND SEWER FUND/WATER AND SEWER CAPITAL PROJECTS/WATER AND SEWER ASSET REPLACEMENT FUND:

-Balanced budget with \$12.5M revenue and expenditures.

-Volumetric rate increases of 4% for water and 2% for sewer.

-Full year of estimated revenues from new reuse customers.

-New debt service for Legion lift station loan from Texas Water Development Board (TWDB).

-Legion lift station expansion estimated at \$9.85M; funded by \$2M from EIC and remainder funded by debt from TWDB.

-Trihalomethane (TTHM) mitigation estimated at \$4.1M funded with TWDB debt.

-Included \$1.8M for other capital projects: rehabilitate water reclamation oxidation ditch, rehabilitate water production clarifier, potential new well, wastewater master plan update, additional system looping, and long range water plan.

-Vehicle replacement for water and sewer department totaled \$496,600.

-One new position to water distribution.

-\$250K contingency for large repairs, if needed.

-Included 3% street use fee transfer to general fund.

GOLF FUND:

-Proposed \$200K FY2018 transfer to reset negative cash balance position.

-FY2019 included: \$80K transfer (\$70K from general fund and \$10K from HOT); additional Toro equipment under new lease; overseeding of greens; net replacements; and drainage improvements.

HOTEL OCCUPANCY TAX AND HOT RESERVE FUNDS:

-FY2019 included: Convention and Visitors Bureau, \$942K (3% increase); Arts Coop (CVB), \$60K; 4th on the River, Festival of the Arts, Triathlon, \$25K each; Playhouse 2000, \$50K for operations and \$50K grant match; events coordinator, \$25K; golf tournaments, \$10K; and contingency, \$101K.

-Fund balance in both funds earmarked for tourism facilities.

Ms. Eychner moved to adopt Resolution No. 32-2018 setting forth the ad valorem tax rate to be considered for adoption for the 2018 tax year and calling a public hearing prior to the adoption of the fiscal year 2019 budget as required by both the City Charter and state law. Ms. Sigerman seconded the motion and it passed 5-0.

8F. Resolution No. 34-2018 creating the City of Kerrville Code Review Committee (CRC) pursuant to the City's adoption of the Kerrville 2050 Comprehensive Plan.

Mr. McDaniel recommended creating a citizens committee to review development topics: zoning, landscape and tree preservation, signs, short-term rentals, subdivisions, park dedications, sidewalks, night sky, water conservation, and other topics cited in the Kerrville 2050 Comprehensive Plan related to development. A consultant would be hired in October and the CRC should be in place before then. He recommended adopting the resolution now and each councilmember appoint three persons to the CRC. The resolution calls for: all appointees to be residents of Kerrville; at least one of each councilmember's appointees be a member of the steering committee or a subcommittee; and the mayor appoint the chair. Councilmembers should submit their appointees to him by the end of August. He proposed the CRC have their first meeting in September.

- Set the meeting time now so potential appointees would know what time they were expected to attend.
- Not all appointees should be required to be residents of the city because subdivision regulations extend into the extraterritorial jurisdiction.

Mr. Baroody moved to approve Resolution No. 34-2018, creating the code review committee, with two amendments: 1) Requirement that persons selected from the steering committee or a subcommittee may live within the extraterritorial jurisdiction; all other members be required to live within the city limits; 2) time of meetings be set at 4:00 p.m. Mr. Voelkel seconded the motion and it passed 5-0.

8G. City Council Procedural Rules for Meetings and Ethics Policy.

Ms. Sigerman rescinded her previous recommendation to amend the ethics policy as presented on July 24, but would like to have a workshop to review council policies and procedures and the city ethics policy at a later date, possibly early 2019. The purpose would be to review what the city has now, but not with the intent of making changes. The purpose of the workshop would be to discuss and have a understanding as a group what the policies are, and how to have productive meetings.

Ms. Sigerman moved to set a workshop in the future to discuss the ethics policy and the rules and procedures policy. Ms. Eychner seconded the motion.

Mr. Baroody stated if council was not expecting to make changes, why have a meeting. He read and understood the policies and suggested each councilmember read them and if they have questions then come to a workshop.

The motion passed 4-1 with Councilmembers Sigerman, Eychner, Blackburn, and Voelkel voting in favor of the motion; and Councilmember Baroody voting against the motion but said he would attend.

9. CITY MANAGER'S REPORT: None

10. ITEMS FOR FUTURE AGENDAS

Mr. Baroody suggested three items: 1) Ownership of Tivy Mountain; 2) Repair of railing at the downtown pavilion; 3) Memorial Park at Water and Broadway, flag be replaced and what was stated on the plaques that used to be on the benches. Mr. McDaniel stated that staff would respond to the questions.

11. EXECUTIVE SESSION: None.

12. ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF ANY: None.

ADJOURNMENT: The meeting adjourned at 8:57 p.m.

APPROVED: _____

ATTEST: _____

Bill Blackburn, Mayor

Brenda G. Craig, City Secretary



**TO BE CONSIDERED BY THE CITY COUNCIL
CITY OF KERRVILLE, TEXAS**

SUBJECT: Resolution authorizing the waiver of fees for the Kerrville Chalk Festival scheduled to be held October 13-14, 2018 in Peterson Plaza.

AGENDA DATE OF: 8/28/2018 **DATE SUBMITTED:** 8/16/2018

SUBMITTED BY: Ashlea Boyle
Director of Parks and Recreation

EXHIBITS: Resolution
Letter of Request Dated August 8, 2018

Expenditure Required:	Current Balance in Account:	Amount Budgeted:	Account Number:
N/A	N/A	N/A	N/A

PAYMENT TO BE MADE TO:

Kerrville 2050 Item?	Yes:	No: <input type="checkbox"/>
Key Priority Area	P - Parks/Open Space/River Corridor	
Guiding Principle	P8 - Provide recreational opportunities for people of all ages and abilities, both residents and tourists	
Action Item	N/A	

SUMMARY STATEMENT:

Attached is a letter from The Cailloux Foundation requesting in-kind police services for the *Kerrville Chalk Festival* event to be held October 14-15, 2017 in Peterson Plaza. The request includes overnight security for the equipment and artwork as this is a two day event. The total security value of this request is estimated at \$3,200.

In addition, the resolution includes waiving associated special event fees if applicable such as the special event permit (\$30 per permit), temporary mobile food permit (\$35 per permit), and tent / structure permits (\$20 per permit).

A resolution authorizing the waiver of these fees, should City Council choose to do so, is also attached. The fees for this event have been waived by City Council since 2015.

RECOMMENDED ACTION:

Approval of the resolution.

**CITY OF KERRVILLE, TEXAS
RESOLUTION NO. 35-2018**

**A RESOLUTION AUTHORIZING THE WAIVER OF FEES
REGARDING PUBLIC SAFETY STAFFING AND OTHER
APPLICABLE FEES FOR THE KERRVILLE CHALK FESTIVAL
SCHEDULED TO BE HELD ON OCTOBER 13-14, 2018, IN
PETERSON PLAZA**

WHEREAS, organizers of the Kerrville Chalk Festival (the “Event”) plan to hold the Event for the fourth straight year; and

WHEREAS, the Event is scheduled to be held on October 13-14, 2018, in Peterson Plaza; and

WHEREAS, the organizers have requested that the City provide in-kind police services provided by the Kerrville Police Department (“KPD”) during the Event, to include overnight security; and

WHEREAS, KPD has previously provided such services for the Event and estimates that this year’s costs for the same services is approximately \$3,200.00; and

WHEREAS, the organizers also seek waivers from the payment of fees for the City’s special event permit, temporary event permit, and tent/structure permits; and

WHEREAS, City Council determines that waiving the City’s public safety staffing fee for the Event, estimated to be \$3,200.00, and other applicable fees, is an appropriate use of public funds as it will help ensure a safe and enjoyable activity that further promotes the City;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF
THE CITY OF KERRVILLE, KERR COUNTY, TEXAS:**

SECTION ONE. The above findings are found to be true and correct.

SECTION TWO. City Council authorizes waivers of the City’s public safety staffing fees, as set out within the City’s Fee Schedule, in an amount up to \$3,200.00, and other applicable fees relating to the October 13-14, 2018, Kerrville Chalk Festival.

**PASSED AND APPROVED ON this the _____ day of _____ A.D.,
2018.**

Bill Blackburn, Mayor

APPROVED AS TO FORM:

A handwritten signature in blue ink, appearing to read "Michael C. Hayes".

Michael C. Hayes, City Attorney

ATTEST:

Cheryl Brown, Interim City Secretary



August 8, 2018

Mr. Josh Rodrigue
City of Kerrville-Parks and Recreation Specialist
2385 Bandera Highway
Kerrville, Texas 78028

Dear Josh,

The Kerrville Chalk Festival is a celebration of art, family and community in downtown Kerrville. The sidewalks of Peterson Plaza transform into a festive canvas for local and guest artists from around the state. Festival attendees watch as 65 large-scale chalk murals are created before their eyes. Add live music, an interactive children's zone, as well as food vendors, downtown shops and eateries, and you have the setting for an amazing experience. 2018 Festival proceeds benefit the Museum of Western Art.

The Cailloux Foundation respectfully requests that security fees are waived and that the Kerrville Police Department provide for the following:

- A minimum of three officers onsite daily on October 13 and 14; between the hours of 9am – 5pm.
- One officer onsite on the evenings of October 13 and 14; between the hours of 5pm - 9am.

Anticipated attendance is 10,000 people over the course of the two day event. Security is needed for the safety of all persons, equipment, tents, merchandise and artwork that will be onsite the entire weekend.

Your support will provide our community with a dynamic art event to boost tourism, increase local economic development and free entertainment as well as direct support to the Kerrville Public School Foundation.

Visit kerrvillechalk.org, email info@kerrvillechalk.org, or please call me at (830) 895-5222 with any additional questions you may have.

Thank you again for your thoughtful consideration of this request.

Sincerely,

Katharine Boyette
Events Coordinator
The Cailloux Foundation



**TO BE CONSIDERED BY THE CITY COUNCIL
CITY OF KERRVILLE, TEXAS**

SUBJECT: Ratification of a license agreement between the City of Kerrville and Notre Dame Catholic School for use of the Kerrville Sports Complex.

AGENDA DATE OF: 8/28/2018 **DATE SUBMITTED:** 8/21/2018

SUBMITTED BY: Ashlea Boyle
Director of Parks and Recreation

EXHIBITS: Agreement

Expenditure Required: \$0	Current Balance in Account: N/A	Amount Budgeted: N/A	Account Number: N/A
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PAYMENT TO BE MADE TO: N/A

Kerrville 2050 Item?	Yes:	No: <input type="checkbox"/>
Key Priority Area	P - Parks/Open Space/River Corridor	
Guiding Principle	P8 - Provide recreational opportunities for people of all ages and abilities, both residents and tourists	
Action Item	N/A	

SUMMARY STATEMENT:

Attached is a license agreement between the City of Kerrville and Notre Dame Catholic School for use of the Kerrville Sports Complex for their home soccer games for the fall season. Because the request to utilize the complex was received on August 13, 2018, there was not sufficient time to prepare this item for the August 14th agenda. In addition, the first game is expected to be played on August 28th, therefore a ratification of the agreement will be required by the City Council.

Staff supports ratification of this agreement as it will allow for the complex to be utilized by the community pursuant to the guiding principles of the adopted Kerrville 2050 Comprehensive Plan.

RECOMMENDED ACTION:

Ratification of the agreement.

**NONEEXCLUSIVE LICENSE AGREEMENT
BETWEEN CITY OF KERRVILLE AND
NOTRE DAME CATHOLIC SCHOOL FOR
USE OF THE KERRVILLE SPORTS COMPLEX**

This Nonexclusive License Agreement (“License”) is made and entered into by and between the **CITY OF KERRVILLE, TEXAS** (“City”), and **NOTRE DAME CATHOLIC SCHOOL** (“Licensee”).

1. Grant of Nonexclusive License. City hereby grants to Notre Dame Catholic School a nonexclusive license to use that part of the Kerrville Sports Complex (“KSC”) dedicated to soccer activities. This portion of KSC is located at 117 Sweeper Lane and generally located on the southern side and along Holdsworth Drive. City grants this License to Licensee for its use of areas to include the soccer fields, parking lot, and restrooms, such areas to be collectively referred to herein as the “Licensed Premises”. A map of the Licensed Premises is attached hereto and made part of this License as **Exhibit A**. Licensee’s use of the Licensed Premises is nonexclusive and limited by Section 4, below, such that the City will authorize other persons and organizations to use the Licensed Premises at times and/or in ways that will not conflict with Licensee’s use.

2. Term. The term of this License begins on August 28, 2018, and terminate on October 31, 2018.

3. Termination. City and Licensee each have the right, with or without cause and at any time, to terminate the License upon not less than 30 days’ prior written notice to the nonterminating party. Upon termination, the parties shall be relieved of all further obligations hereunder except only for obligations accruing prior to the effective date of termination.

4. Licensee’s Use. Licensee shall comply with the following:

- a. Subject to subsection 4.c., below, Licensee may use the Licensed Premises, or a portion thereof, for the approved game dates as specified on the schedule attached as **Exhibit B** and those dates designated as “HOME” (“Licensee Season”). Should Licensee require additional use and/or access outside of the Licensee Season, Licensee must provide at least 48 hours’ notice to City and wait for City’s approval, such approval not to be unreasonably delayed or withheld.
- b. Licensee is limited to using the Licensed Premises for soccer games and for no other purposes. Should Licensee wish to hold a tournament at the Licensed Premises, it must receive written approval from City, as City will need to review the appropriateness of such use, to include issues such as availability, capacity, and conditions of the Licensed Premises. Should City approve a tournament, Licensee may keep any revenue derived from this event.
- c. Licensee acknowledges that City will allow others to use the KSC during Licensee’s use of the Licensed Premises. In an effort to coordinate and facilitate

Licensee's schedule, Licensee shall submit its proposed use schedule to the City at least two weeks prior to the first game. Licensee shall include all known and scheduled games, and other contemplated activities or events. As part of this process, Licensee agrees to attend any coordination meetings that the City may schedule. The parties will work in a cooperative manner to schedule such meeting at a mutually convenient time. City will provide notice to Licensee of the time, date, and place of such meetings. At each meeting, Licensee should be prepared to discuss and/or do the following:

- i. provide contact person;
- ii. provide game format information and information to address field set-up;
- iii. provide days and times of scheduled game; and
- iv. discuss any maintenance or safety issues.

- d. Licensee shall not use any property beyond the Licensed Premises.
- e. Licensee shall institute all reasonable measures as are necessary to ensure that its officials, representatives, players, members, volunteers, spectators, guests, invitees, and agents (collectively referred to herein as "Licensee Users") remain within the Licensed Premises at all times during Licensee's use. Such measures should include adding these instructions to its literature, forms, and periodically reminding its coaches, referees, and other officials of this provision as a way to help ensure safety.
- f. Licensee shall inspect the Licensed Premises, in particular the fields, prior to each use to ensure that they are safe for all intended uses.
- g. Licensee shall take all steps to ensure that Licensee Users use appropriate safety equipment during play.
- h. Licensee shall periodically inspect the goals and netting as necessary but no less than once before the start of each game or practice session to ensure that they are and will remain securely anchored and safe for use.
- i. Licensee shall ensure that Licensee Users and activities are adequately supervised by an appropriate number of its adult ~~officials~~ and representatives at all times during Licensee Season.
- j. Licensee shall take all reasonable action to ensure that all rules, regulations, and ordinances adopted by City that are applicable to the Licensed Premises are followed, to include prohibiting smoking, alcohol, or pets on the Licensed Premises by Licensee Users. City shall provide Licensee with a written copy of the rules, regulations, and ordinances that Licensee shall address.

- k. Licensee shall take reasonable measures to ensure that Licensee Users abide by all traffic and parking signs. Such measures should include adding these instructions to its literature, forms, and periodically reminding its coaches, referees, and other officials of this provision as a way to help ensure safety.
- l. Licensee shall pick-up trash within the Licensed Premises at the end of its games.
- m. Licensee shall place all trash that it collects in the City provided dumpster as located on the Licensed Premises.
- n. Licensee shall provide both a primary and secondary point of contact to the City, to include name, telephone number(s), and email address. City will only communicate through these contacts with respect to the License.
- o. Licensee shall not operate, nor allow the operation of any motor vehicles on the soccer fields, areas adjacent to the soccer fields, or beyond paved areas without prior written consent of the City.
- p. Licensee shall not move anchored goals.
- q. Licensee shall immediately report any maintenance issues or defective equipment to the City.
- r. Licensee shall refrain from any activity in relation to and use of the Licensed Premises that discriminates against any person or persons based upon race, color, creed, national origin, religion, sex, or any other protected class in accordance with federal and state laws.

5. City's Responsibilities. City shall perform the following services:

- a. City shall provide all competition goals, nets, corner flags, and player benches. Goals shall be a size that is age appropriate for the players using a particular field, and shall follow size recommendations as presented by the U.S. Soccer Federation for that age group.
- b. City shall provide all field maintenance and custodial services unless otherwise designated in this License.
- c. City is not responsible for security or providing traffic control on the Licensed Premises.
- d. City shall provide notice to Licensee's point of contact where the Licensed Premises are closed due to inclement weather or where any portion thereof is deemed unsafe or unusable such that Licensee's use would be effected. City shall use its best effort to provide Licensee as much notice as possible.

12. INDEMNIFICATION. LICENSEE SHALL INDEMNIFY, DEFEND, AND HOLD CITY, ITS OFFICIALS, EMPLOYEES, AND AGENTS HARMLESS OF AND FROM ALL CLAIMS, DEMANDS, LIABILITY, LOSS, COST AND EXPENSE, INCLUDING ATTORNEY'S FEES AND COST OF LITIGATION, IN ANY MANNER ARISING OUT OF OR RESULTING FROM THE USE BY LICENSEE OR LICENSEE USERS OF THE LICENSED PREMISES, OR THE EXISTENCE OF LICENSEE AND LICENSEE'S PERSONALTY ON THE PREMISES, INCLUDING ANY AND ALL LIABILITY, LOSS, COST, AND EXPENSE ARISING FROM CLAIMS OR DEMANDS BY LICENSEE USERS.

13. Entire Agreement/Amendments. This License contains the entire agreement between the parties and supersedes all prior written or oral agreements between the parties pertaining to the Licensed Premises. Only an instrument in writing signed by both parties may amend this Agreement.

14. Assignment or Sublicense. Licensee may not assign or sublicense this License or any part of the Licensed Premises.

15. Casualty. In the event of property damage caused by Licensee or Licensee User, Licensee shall immediately notify the City and shall thereafter restore all damaged improvements within 30 days. Within this 30-day period, Licensee may notify City that such improvements will take longer than this period to which City shall not unreasonably delay or deny approval.

16. Performance by City. If Licensee fails to perform any of its obligations, City may, at its option and following notice to Licensee, which shall include an estimate all costs and expenses, perform any such obligation. Thereafter, Licensee shall pay City upon demand all costs and expenses incurred by City.

17. No Other Relationship. This License constitutes the entire agreement between City and Licensee. Nothing contained herein shall be construed to create any principal/agent, employer/employee, joint venture, partnership, or other arrangement between City and Licensee.

18. Default. If either party hereto shall fail to perform any obligation of such party as herein set forth, and such failure shall continue for a period of 10 days after written notice of default, except for Licensee's insurance obligations above provided, for which no notice or opportunity to cure shall be given, or for safety-related reasons, the party not in default shall have the right, at such party's option, and in addition to any other remedies available at law or in equity, to terminate this License by notice to the party in default. The failure of either party to declare any default immediately upon the occurrence thereof or delay in taking any action in connection therewith shall not waive such default, but such party shall have the right to declare any such default at any time and take such action as might be authorized hereunder or that may be available at law or in equity.

19. Notice. Any notice or document required or permitted to be delivered hereunder shall be deemed to be delivered, whether or not actually received, when i) deposited in the United States mail as certified mail, return receipt requested, and addressed to the parties hereto at their respective addresses as set forth below; or ii) sent as email as specified below:

City:	City of Kerrville, Texas Attention: Sports Complex Manager Email: shane.heffernan@kerrvilletx.gov City Hall, 701 Main Street Kerrville, Texas 78028
Notre Dame Catholic School:	Notre Dame Catholic School Attn: Michelle McGuire 907 Main Street Kerrville, Texas 78028 Email: coachmcguire12@gmail.com

20. Fees/Payments. Licensee shall pay City a fee of \$50.00 per game for the Licensee Season. Licensee shall deliver a lump sum payment on or before the end of the Term.

21. Warrant of Capacity. Each individual and entity executing this Agreement hereby represents and warrants that he, she, or it has the capacity set forth on the signature page hereof with full power and authority to bind the party on whose behalf he, she, or it is executing this License to the terms hereof.

22. Approval Authority. In this License, wherever an act requires approval by or consent of the City, such approval or consent must be obtained from the City Manager or designee.

23. Governing Law and Enforcement. This License shall be governed by the laws of the State of Texas and shall be performable in Kerr County. Venue for any dispute arising between the parties to this License shall be in Kerr County, Texas.

24. Conspicuous Indemnification. The parties agree that the indemnity provisions set forth in Section 12 above is conspicuous, and the parties have read and understood the same.

25. Waiver. Waiver by either party of any breach of this License, or the failure of either party to enforce any of the provisions of this License, at any time, shall not in any way affect, limit or waive such party's right thereafter to enforce and compel strict compliance.

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

27. Representations. Each signatory represents this License has been read by the party for which this License is executed and that such party has had an opportunity to confer with its counsel.

28. Miscellaneous Drafting Provisions. This License shall be deemed drafted equally by all parties hereto. The language of all parts of this License shall be construed as a whole according to its fair meaning, and any presumption or principle that the language herein is to be construed against any party shall not apply. Headings in this License are for the convenience of the parties and are not intended to be used in construing this document.

29. Sovereign Immunity. The parties agree that City has not waived its sovereign immunity by entering into and performing its obligations under this License.

30. No Third Party Beneficiaries. Nothing in this License shall be construed to create any right in any third party not a signatory to this License, and the parties do not intend to create any third party beneficiaries by entering into this License.

Signed and agreed by the authorized representatives of City and Licensee on the dates indicated below.

CITY OF KERRVILLE, TEXAS

Mark L. McDaniel, City Manager
Date: _____

NOTRE DAME CATHOLIC SCHOOL


Michelle McGuire, Athletic Director
Date: 8/23/18

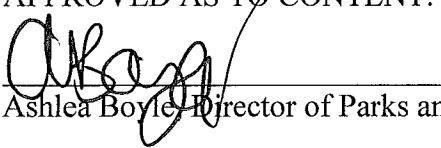
ATTEST:

Cheryl Brown, Interim City Secretary

APPROVED AS TO FORM:

Michael C. Hayes, City Attorney

APPROVED AS TO CONTENT:


Ashlea Boyce, Director of Parks and Recreation

This site plan illustrates the layout of a soccer complex. The plan shows a network of roads and paths, with various building footprints labeled with numbers 1 through 16. A soccer field is located in the lower-left area. A small building labeled '9C' is situated near the center. A detailed legend and notes section provide specific instructions for the construction and maintenance of the site.

Legend:

- 1. REFER TO SOCCER FIELD PLAN.
- 2. REFER TO SOCCER FIELD PLAN.
- 3. REFER TO SOCCER FIELD PLAN.
- 4. REFER TO SOCCER FIELD PLAN.
- 5. REFER TO SOCCER FIELD PLAN.
- 6. REFER TO SOCCER FIELD PLAN.
- 7. REFER TO SOCCER FIELD PLAN.
- 8. REFER TO SOCCER FIELD PLAN.
- 9A. REFER TO SOCCER FIELD PLAN.
- 9B. REFER TO SOCCER FIELD PLAN.
- 10. REFER TO SOCCER FIELD PLAN.
- 11. REFER TO SOCCER FIELD PLAN.
- 12. REFER TO SOCCER FIELD PLAN.
- 13. REFER TO SOCCER FIELD PLAN.
- 14. REFER TO SOCCER FIELD PLAN.
- 15. REFER TO SOCCER FIELD PLAN.
- 16. REFER TO SOCCER FIELD PLAN.

Notes:

- 1. REFER TO SOCCER FIELD PLAN.
- 2. REFER TO SOCCER FIELD PLAN.
- 3. REFER TO SOCCER FIELD PLAN.
- 4. REFER TO SOCCER FIELD PLAN.
- 5. REFER TO SOCCER FIELD PLAN.
- 6. REFER TO SOCCER FIELD PLAN.
- 7. REFER TO SOCCER FIELD PLAN.
- 8. REFER TO SOCCER FIELD PLAN.
- 9A. REFER TO SOCCER FIELD PLAN.
- 9B. REFER TO SOCCER FIELD PLAN.
- 10. REFER TO SOCCER FIELD PLAN.
- 11. REFER TO SOCCER FIELD PLAN.
- 12. REFER TO SOCCER FIELD PLAN.
- 13. REFER TO SOCCER FIELD PLAN.
- 14. REFER TO SOCCER FIELD PLAN.
- 15. REFER TO SOCCER FIELD PLAN.
- 16. REFER TO SOCCER FIELD PLAN.

Scale: 1" = 100'-0"

Site Plan - Soccer Mechanical

CITY OF KERRVILLE, TEXAS

Engineering Inc.

KERRVILLE SPORTS COMPLEX

SITE PLAN - SOCCER

CITY APPROVAL

100% SUBMITTAL

EXHIBIT B



Notre Dame Catholic School Athletics

2018 Fall Co-ed Soccer

<u>Date</u>	<u>Opponent</u>
-------------	-----------------

8/28 **Home vs St. Monica 4:30***

8/30 @ St. Gregory 4:30 pm*

9/6 **Home vs Peter Paul 4:30**

9/11 @ Antonian 4:30 pm

9/18 **Home Mary Magdalen 4:30**

9/20 **Home St. Matthew 4:30 pm**

9/25 St. Anthony 4:30 **TBA**

9/26 @ Our Lady of Perpetual Help 4:30

10/1 **Home vs Holy Spirit 4:30 pm**

10/3 @ St. Monica 4:30 pm

10/9 **Home vs St. Gregory 4:30 pm**

10/11 & 10/12 Soccer Playoffs TBD

*Scrimmage

All Home Games Played:

Kerrville Sports Complex

117 Sweeper Lane

Kerrville, TX 78028

EXHIBIT C
PARTICIPANT'S WAIVER OF LIABILITY
Notre Dame Catholic School

I agree that in consideration of my participation in **Notre Dame Catholic School (NDCS)**, to assume all risks associated with my participation in the NDCS, and on behalf of myself and my heirs, executors, and administrators, I waive all claims against, and **release and hold harmless**, NDCS, the City of Kerrville, and their officers, agents, and employees from and against any and all claims, damages, liabilities, causes of actions, losses, costs and expenses, including reasonable attorney's fees, arising out of or in connection with my participation in the NDCS, including without limitation, death, any personal injuries or loss of use of property, which I may incur as a result of my participation in the NDCS, **including any death, personal injuries or loss of, damage to or loss of property which may be the result of negligence on the part of NDCS, the City of Kerrville, or their officers, employees, or agents, or arising from any premises defect on the property where NDCS is conducted.**

The City of Kerrville reserves the right, and may give permission to the media, to photograph classes, programs, and participants at any of our facilities and properties or any sponsored activity. Please be aware that these photos are for promotional purposes and may be used in future publications and media communications in any format. If you do not wish to be photographed, please inform staff and we will make reasonable efforts to honor your request. If you see staff taking pictures, and you do not wish to be photographed, please let us know. If you see a photo of yourself or a family member that causes you concern, please notify us. As a courtesy, we will make every reasonable effort to dispose of the image, and will not use it in future publications. However, we will not be able to retrieve, destroy or discontinue existing printed publications in which the photograph may have been included.

I warrant that I am of legal age and that I have read and fully understand the foregoing terms.

Signed this _____ day of _____, 201____.

Participant Signature _____ (if participant is over 18)

Parent / Guardian Signature if participant is under 18 years of age _____

Parent / Guardian Name Printed _____

Participant Name (printed) _____ Date of Birth _____

Address _____

City / State / Zip _____



**TO BE CONSIDERED BY THE CITY COUNCIL
CITY OF KERRVILLE, TEXAS**

SUBJECT: Public Hearing on FY2019 Proposed Budget

AGENDA DATE OF: 8/28/2018

DATE SUBMITTED: 8/23/2018

SUBMITTED BY: Amy Dozier, CFO

EXHIBITS: Notice of Public Hearing on Proposed Budget
FY2019 Proposed Budget Public Hearing Presentation

Expenditure Required:	Current Balance in Account:	Amount Budgeted:	Account Number:
N/A	N/A	N/A	N/A

PAYMENT TO BE MADE TO: N/A

Kerrville 2050 Item?	Yes: <input type="checkbox"/>	No:
Key Priority Area	N/A	
Guiding Principle	N/A	
Action Item	N/A	

SUMMARY STATEMENT:

The FY2019 Proposed Budget is balanced for major funds and advances many of the guiding principles of Kerrville 2050 as articulated by our community over the last year. It contains revenues of \$68.4 million and expenditures of \$75.1 million. The General Fund is balanced with revenues and expenditures of \$27.2 million. The proposed property tax rate remains unchanged at \$0.5514 per \$100 of assessed value. This rate is LOWER than the effective rate of \$0.5538. The Water and Sewer Fund is balanced with revenues and expenditures of \$12.5 million and includes volumetric rate increases of 4% for water and 2% for sewer.

Staff began the process of building the priority based budget in February 2018. Budget workshops with City Council, staff and public attendance were held on June 19, 2018 and July 17, 2018. The FY2019 Proposed Budget was filed with the City Secretary, placed on the City website and at the Butt-Holdsworth Memorial Library for public viewing on July 31, 2018. The City Manager presented the FY2019 Proposed Budget to City Council during the regular Council meeting on August 14, 2018. Notice of the Public Hearing was published in the Kerrville Daily Times and on the City website on August 17, 2018.

The first reading of the ordinance to adopt the FY2019 Proposed Budget will follow the public hearing at the City Council meeting on August 28, 2018. The second ordinance reading and vote will occur on September 11, 2018.

RECOMMENDED ACTION:

Conduct a public hearing on the FY2019 Proposed Budget.

City of Kerrville

Public Hearing Notice

CITY OF KERRVILLE NOTICE OF PUBLIC HEARING ON PROPOSED BUDGET

The Kerrville City Council will hold a public hearing on the FY2019 Proposed Budget on Tuesday, August 28, 2018 at 701 Main Street, Kerrville, TX at 6:00 pm in the City Council Chambers.

The budget's proposed ad valorem tax rate is \$0.5514 per \$100 of assessed value, which is lower than the effective rate of \$0.5538. \$0.5514 is the same tax rate as last year.

Copies of the FY2019 Proposed Budget are available at City Hall (City Secretary's Office) located at 701 Main Street between 8 am and 5 pm Monday through Friday, the Butt-Holdsworth Memorial Library at 505 Water Street during regular library hours and the City's website at www.kerrvilletx.gov.

Pursuant to Section 8.04(a) of the City Charter, the City Council is publishing the following table as a general summary of the City of Kerrville FY2019 Proposed Budget. This illustration shows revenues and expenditures for each of the City's two main operating funds. The balance of the funds are combined into a single presentation labeled "Other Funds."

	FY2018 Budget	FY2019 Budget	Proposed Increase (Decrease)
General Fund			
Revenues	\$26,699,195	\$27,203,510	\$ 504,315
Expenditures	26,699,195	27,203,510	504,315
Revenues Over (Under) Expenditures	-	-	
Water and Sewer Fund			
Revenues	12,265,455	12,530,732	265,277
Expenditures	12,265,455	12,530,732	265,277
Revenues Over (Under) Expenditures	-	-	
Other Funds			
Revenues	18,020,497	28,679,871	10,659,374
Expenditures	27,237,382	35,368,897	8,131,515
Revenues Over (Under) Expenditures	(9,216,885)	(6,689,026)	
Total Funds			
Revenues	56,985,147	68,414,112	11,428,965
Expenditures	66,202,032	75,103,139	8,901,107
Revenues Over (Under) Expenditures	\$ (9,216,885)	\$ (6,689,026)	

The FY2019 Proposed Budget is a balanced budget where current revenues meet or exceed expenditures for all major funds.



FY2019 Proposed Budget Public Hearing

August 28, 2018



Calendar and Process

1. 06/19/18 Budget Workshop - General Fund
2. 07/23/18 Budget Workshop - Water & Sewer Fund
Capital Projects
Other Funds
3. 07/25/18 Certified Tax Roll received from KCAD
4. 07/30/18 Effective Tax Rate calculation received from Kerr County
5. 07/31/18 Proposed Budget filed with City Secretary
6. 08/14/18 Presentation of Official Proposed Budget
Resolution to Set Proposed Tax Rate
7. 08/28/18 Public Hearing -
 - Budget
 - First Reading -
 - Budget Ordinance
 - Tax Ordinance
8. 09/11/18 Second Reading -
 - Budget Ordinance
 - Tax Ordinance

Fee Schedule Resolution

Kerrville 2050 – p. 8

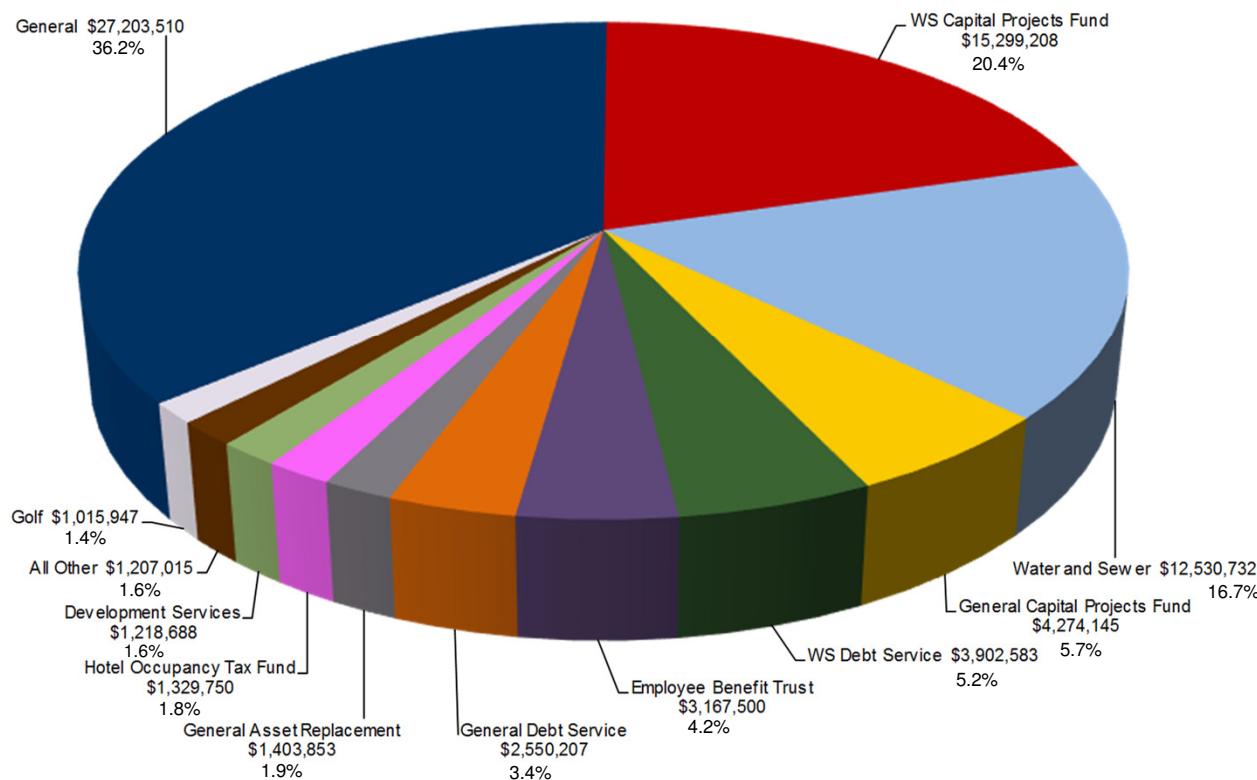
Sampling of major initiatives in FY2019 Budget:

- 1. Enhanced street maintenance funding
- 2. Drainage master plan
- 3. Legion Lift Station expansion
- 4. TTHM mitigation project
- 5. Full year of reuse pond operation
- 6. Public Safety Complex study
- 7. Development Services improvements
- 8. Rewrite of Development Codes
- 9. Retain & recruit well-trained workforce
- 10. Additional tourism programming
- 11. Streetscape improvements
- 12. Tennis Center renovation
- 13. Golf Course enhancements
- 14. Staff support for Downtown, economic development & workforce housing initiatives

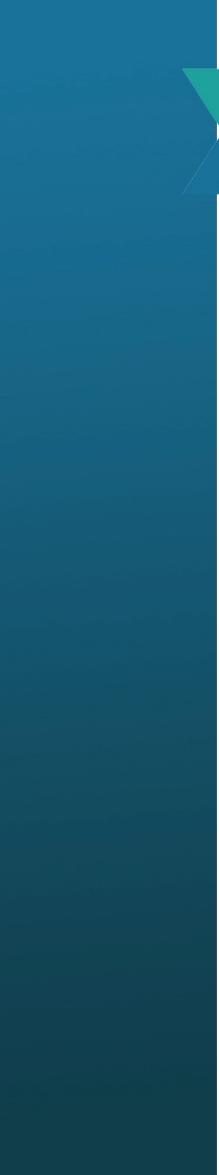


All Funds – p. 14

FY2019 Proposed Expenditures - All Funds



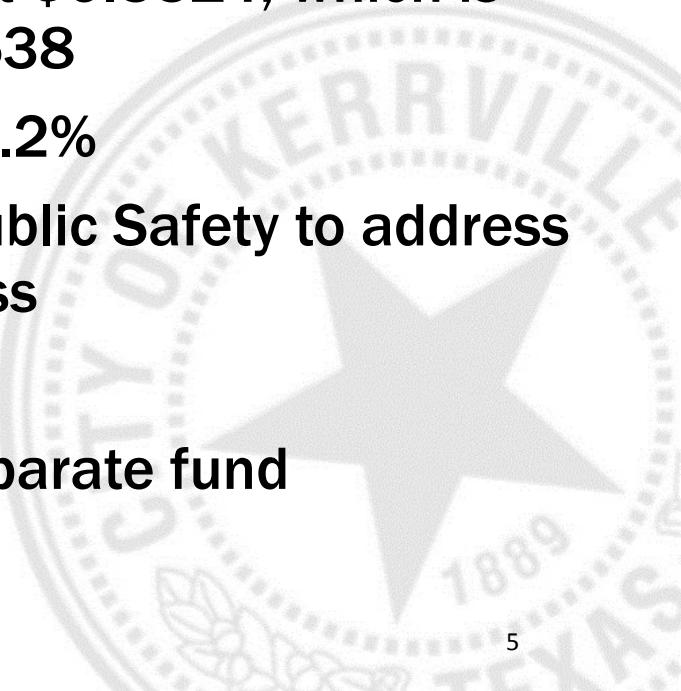
- **Proposed expenditures of \$75.1M**
- General, Water and Sewer, and Water and Sewer Capital Projects account for 79% of spending
- General Fund and Water and Sewer Fund have balanced budgets and meet reserve policy requirements



General Fund – FY2019 Highlights

FY2019 Highlights:

- Budget is balanced with \$27.2M in revenues and expenditures
- Property tax rate remains unchanged at \$0.5514, which is LOWER than the effective rate of \$0.5538
- Ending reserve balance projected at 26.2%
- Salary and pay plan adjustments for Public Safety to address compression and market competitiveness
- 6 new positions
- Development Services split out as a separate fund

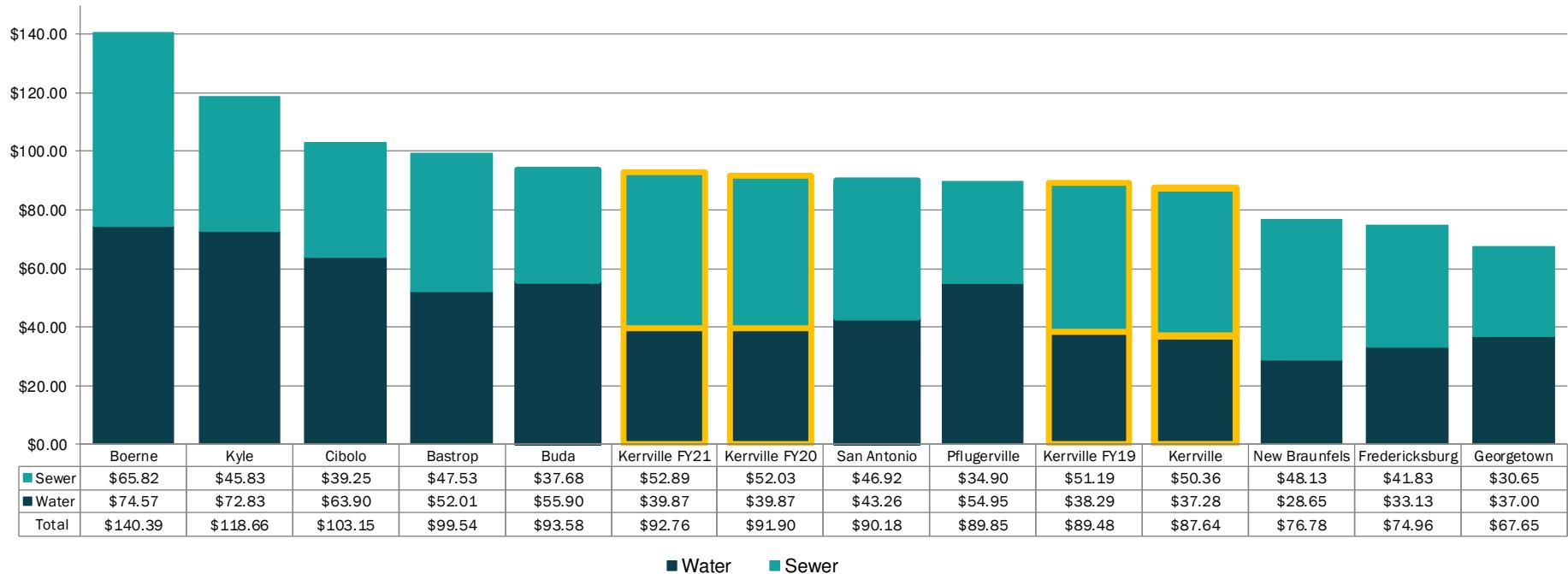


Water and Sewer Fund FY2019 Highlights

- **2nd Largest Fund**
- Budget is balanced with **\$12.5M** in revenues and expenditures
- Includes volumetric rate increases of 4% for water and 2% for sewer
- Includes a full year of estimated revenues from expanded reuse customers
- Includes new debt service for Legion Lift Station loan from Texas Water Development Board
- Includes one new position – Water Distribution Chief Operator

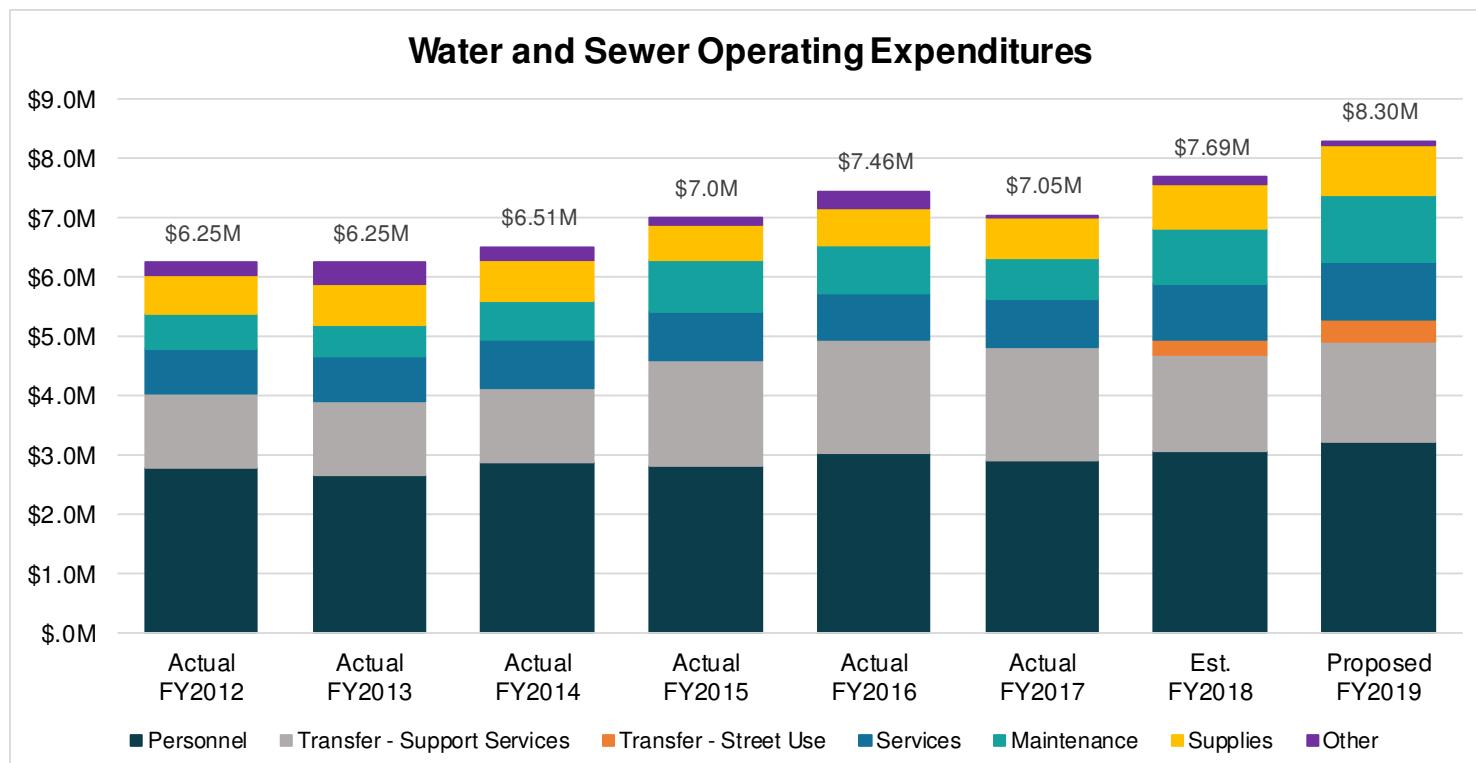
Water and Sewer Rate Comparison - p. 92

Water and Sewer Fees - Residential - 8,000 gallons



- Water rate increases: 4% in FY2019, 6% in FY2020
- Sewer rate increases: 2% in FY2019, 2% in FY2020, 2% in FY2021
- Average bill increase of \$1.31 for average 5,800 gallon residential bill in FY2019
- Rates remain similar to surrounding cities' current rates even after rate increases

Water and Sewer Rates



- From FY2012 to FY2019, operating expenditures have increased 32.9%
- Last volumetric water rate increase was in October 2012 (\$0.40 on each tier: 6%-15% increase)
- Last volumetric sewer rate increase was in October 2011 (18% increase)

Water and Sewer Capital Projects – pp. 137-145

- Primary projects in FY2019 are Legion Lift Station expansion (\$9.85M) and TTHM Mitigation (\$4.1M)
- Legion Lift Station project will be funded with a \$2.0M contribution from EIC and debt funding from the Texas Water Development Board (TWDB) for the remainder
- TTHM Mitigation project will be funded with TWDB debt
- FY2019 includes \$1.8M for these projects:
 - Rehabilitate Water Reclamation's Oxidation Ditch
 - Rehabilitate Water Production's Clarifier
 - Potential New Well
 - Wastewater Master Plan Update
 - Additional System Looping
 - Long Range Water Plan



General Capital Projects – pp. 126-136

- Primary projects in FY2019:
 - Tennis Center Renovation - \$1.5M funded from EIC
 - Downtown & Garage Streetscape Improvements - \$765K funded from EIC
- Other FY2019 expenditures include:
 - Landfill Expansion Permitting: \$181K
 - Development Services Software: \$79K
 - Public Safety Complex Study: \$150K
 - Rewrite of Development Codes: \$300K
 - Enclose Clock Tower Elevator: \$210K
 - Drainage Master Plan: \$200K
 - Pavement Master Plan: \$100K



Policy Changes

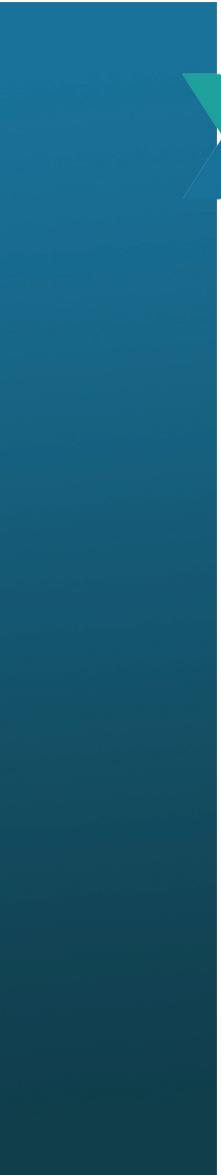
Policies are adopted as part of the budget process. Changes for FY2019 include:

- **Investment Policy, p. 187** – changes to authorized broker list and minor clarifications per investment advisor, title change for Investment Officer position
- **Purchasing Policy, p. 197** – clarification regarding public funds agreements, clarification that change orders over \$50,000 are subject to City Council approval
- **Real Estate Policy, p. 215** – now included in the budget document, dollar amounts changed to be consistent with Purchasing Policy
- **Travel Policy, p. 219** – clarification regarding mileage for employees that receive a vehicle allowance
- **Fee Schedule, p. 229** – changes are highlighted in yellow
- No changes for: Financial Management Policy (p. 177), Vehicle and Equipment Replacement Policy (p. 223)



Next Steps

1. 06/19/18 Budget Workshop - General Fund
2. 07/23/18 Budget Workshop - Water & Sewer Fund
 - Capital Projects
 - Other Funds
3. 07/25/18 Certified Tax Roll received from KCAD
4. 07/30/18 Effective Tax Rate calculation received from Kerr County
5. 07/31/18 Proposed Budget filed with City Secretary
6. 08/14/18 Presentation of Official Proposed Budget
Resolution to Set Proposed Tax Rate
7. 08/28/18 Public Hearing - Budget
 - First Reading - Budget Ordinance
 - Tax Ordinance
8. 09/11/18 Second Reading - Budget Ordinance
Tax Ordinance
Fee Schedule Resolution



Questions?





**TO BE CONSIDERED BY THE CITY COUNCIL
CITY OF KERRVILLE, TEXAS**

SUBJECT: First Reading of Ordinance 2018-17 to adopt the annual budget for fiscal year 2019

AGENDA DATE OF: 8/28/2018 **DATE SUBMITTED:** 8/23/2018

SUBMITTED BY: Amy Dozier, CFO

EXHIBITS: Ordinance 2018-17

Expenditure Required:	Current Balance in Account:	Amount Budgeted:	Account Number:
N/A	N/A	N/A	N/A
PAYMENT TO BE MADE TO: N/A			
Kerrville 2050 Item?	Yes: <input type="checkbox"/>	No:	
Key Priority Area	N/A		
Guiding Principle	N/A		
Action Item	N/A		

SUMMARY STATEMENT:

This is the first reading of Ordinance 2018-17 to adopt the annual budget for fiscal year 2019 with a record vote. The second reading and record vote for this ordinance will be on Tuesday, September 11, 2018.

Budget workshops with City Council, staff and public attendance were held on June 19, 2018 and July 17, 2018. The FY2019 Proposed Budget was filed with the City Secretary, placed on the City website and at the Butt-Holdsworth Memorial Library for public viewing on July 31, 2018. The City Manager presented the FY2019 Proposed Budget to City Council during the regular City Council meeting on August 14, 2018. A public hearing on the budget will be held on August 28, 2018 prior to the vote on this ordinance.

The FY2019 Proposed Budget is balanced for major funds and advances many of the guiding principles of Kerrville 2050 as articulated by our community over the last year. It contains revenues of \$68.4 million and expenditures of \$75.1 million. The General Fund is balanced with revenues and expenditures of \$27.2 million. The proposed property tax rate remains unchanged at \$0.5514 per \$100 of assessed value. This rate is LOWER than the effective rate of \$0.5538. The Water and Sewer Fund is balanced with revenues and expenditures of \$12.5 million and includes volumetric rate increases of 4% for water and 2% for sewer.

The FY2019 Proposed Budget document includes the following previously approved policies:

- Financial Management Policy
- Investment Policy

- Purchasing Policy
- Real Estate Policy
- Travel Policy
- Vehicle and Equipment Replacement Policy

Some of the policies include amendments that Council is approving as part of the budget approval ordinance.

RECOMMENDED ACTION:

Approve Ordinance 2018-17 to adopt the City's budget for fiscal year 2019 on first reading.

**CITY OF KERRVILLE, TEXAS
ORDINANCE NO. 2018-17**

**AN ORDINANCE ADOPTING THE ANNUAL
BUDGET FOR THE CITY OF KERRVILLE, TEXAS,
FISCAL YEAR 2019; PROVIDING
APPROPRIATIONS FOR EACH CITY
DEPARTMENT AND FUND; CONTAINING A
CUMULATIVE CLAUSE; AND CONTAINING A
SAVINGS AND SEVERABILITY CLAUSE**

WHEREAS, in accordance with Section 8.01 of the City Charter and Section 102.005 of the Texas Local Government Code, the City Manager prepared and filed with the City Secretary by July 31, 2018, a proposed budget for the City of Kerrville, Texas, for the fiscal year beginning October 1, 2018, and ending September 30, 2019; and

WHEREAS, in accordance with Section 8.04 of the City Charter and Sections 102.006 and 102.065 of the Texas Local Government Code, and after providing the required public notice in the City's official newspaper not less than two weeks prior to the date of the public hearing, a public hearing was duly held on August 28, 2018, at the time and place set forth in the public notice, said date being more than fifteen days subsequent to the filing of the proposed budget by the City Manager, at which time all interested persons were given an opportunity to be heard for or against any item within the proposed budget; and

WHEREAS, after due deliberation, study, and consideration of the proposed budget, and after making such amendments to the budget proposed by the City Manager that the City Council has determined are (1) warranted by law or (2) in the best interest of the taxpayers of the City, the City Council is of the opinion that the Official Budget for the Fiscal Year 2019, with the amendments described and discussed, should be approved and adopted, in accordance with Section 8.06 of the City Charter and Section 102.007 of the Texas Local Government Code;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF
THE CITY OF KERRVILLE, KERR COUNTY, TEXAS:**

SECTION ONE. The Official Budget of the City of Kerrville, Texas, a copy of which is on file in the office of the City Secretary, referenced by the date and number of this Ordinance, and incorporated herein by reference as if fully set out herein, is adopted, in accordance with Section 8.06 of the City Charter and Chapter 102 of the Texas Local Government Code.

SECTION TWO. The appropriations by department, fund, or other organization unit and the authorization and allocation for each program or activity are hereby deemed to provide a complete financial plan of City funds and activities

for the Fiscal Year 2019, in accordance with Section 8.05 of the City Charter and Chapter 102 of the Texas Local Government Code.

SECTION THREE. The following policies, which City Council has previously approved, are included within the budget document referenced in Section One. Some of the policies include amendments, as indicated, which City Council hereby approves. City Council may revise a policy(s) before the adoption of next year's budget, by the adoption of a resolution indicating the revisions. The policies are as follows:

- **Financial Management Policy**
- **Investment Policy**
- **Purchasing Policy**
- **Real Estate Policy**
- **Travel Policy**
- **Vehicle and Equipment Replacement Policy**
- **Fee Schedule**

SECTION FOUR. The provisions of this Ordinance are to be cumulative of all other ordinances or parts of ordinances governing or regulating the same subject matter as that covered herein; provided, however, that all prior ordinances or parts of ordinances inconsistent with or in conflict with any of the provisions of this Ordinance are hereby expressly repealed to the extent of any such inconsistency or conflict.

SECTION FIVE. If any section, subsection, sentence, clause or phrase of this Ordinance is, for any reason, held to be unconstitutional or invalid, such holding shall not affect the validity of the remaining portions of this Ordinance. City Council of the City of Kerrville, Texas, hereby declares that it would have passed this Ordinance and each section, subsection, sentence, clause, or phrase hereof irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases be declared unconstitutional or invalid.

FIRST READING:

City Secretary to take record vote as follows:

	YES	NO
Bill Blackburn, Mayor	_____	_____
Vincent C. Voelkel, Place 1	_____	_____
George Baroody, Place 2	_____	_____
Judy Eychner, Place 3	_____	_____

Delayne Sigerman, Place 4

**PASSED AND APPROVED ON FIRST READING, this the _____ day of
_____, A.D., 2018.**

SECOND READING:

City Secretary to take record vote as follows:

	YES	NO
Bill Blackburn, Mayor	_____	_____
Vincent C. Voelkel, Place 1	_____	_____
George Baroody, Place 2	_____	_____
Judy Eychner, Place 3	_____	_____
Delayne Sigerman, Place 4	_____	_____

**PASSED AND APPROVED ON SECOND AND FINAL READING, this
the _____ day of _____, A.D., 2018.**

Bill Blackburn, Mayor

ATTEST:

Cheryl Brown, Interim City Secretary

APPROVED AS TO FORM:



Michael C. Hayes, City Attorney



**TO BE CONSIDERED BY THE CITY COUNCIL
CITY OF KERRVILLE, TEXAS**

SUBJECT: First Reading of Ordinance 2018-18 levying an ad valorem tax for the use and support of the Municipal Government for the City of Kerrville, Texas, for Fiscal Year 2019; apportioning the levy for specific purposes; and providing when taxes shall become due and when same shall become delinquent if not paid.

AGENDA DATE OF: 8/28/2018

DATE SUBMITTED: 8/23/2018

SUBMITTED BY: Amy Dozier, CFO

EXHIBITS: Ordinance 2018-18

Expenditure Required: N/A	Current Balance in Account: N/A	Amount Budgeted: N/A	Account Number: N/A
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PAYMENT TO BE MADE TO: N/A

Kerrville 2050 Item?	Yes: <input type="checkbox"/>	No:
Key Priority Area	N/A	
Guiding Principle	N/A	
Action Item	N/A	

SUMMARY STATEMENT:

This is the first reading of Ordinance 2018-18 to adopt an ad valorem tax rate of \$0.5514 per \$100 of assessed value. This rate is lower than the effective rate of \$0.5538. A record vote is required.

City Council voted to set the proposed tax rate at \$0.5514 on August 14, 2018. The proposed tax rate notice was published in the Kerrville Daily Times on August 18, 2018 and proposed tax rate information is published on the City's website. Because the proposed tax rate is lower than the effective tax rate, no public hearings on the tax rate are required.

The tax rate has two components. A maintenance and operations rate of \$0.4779 will support general municipal government operations. A debt rate of \$0.0735 will support principal and interest payments on the City's tax supported debt.

RECOMMENDED ACTION:

Approve Ordinance 2018-18 on first reading to adopt a tax rate of \$0.5514 for the 2018 tax year and fiscal year 2019 by record vote using the following motion:

"I move that Ordinance 2018-18 be adopted setting the property tax rate at \$0.5514 per \$100 of assessed value, which is lower than the effective rate of \$0.5538 and raises less revenue from property taxes than last year's budget."

**CITY OF KERRVILLE, TEXAS
ORDINANCE NO. 2018-18**

**AN ORDINANCE LEVYING AN AD VALOREM TAX FOR THE
USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT FOR
THE CITY OF KERRVILLE, TEXAS, FOR FISCAL YEAR 2019;
APPORTIONING THE LEVY FOR SPECIFIC PURPOSES; AND
PROVIDING WHEN TAXES SHALL BECOME DUE AND WHEN
SAME SHALL BECOME DELINQUENT IF NOT PAID**

WHEREAS, City Council finds that an ad valorem tax must be levied to provide for current expenses and improvements for the City of Kerrville, Texas, during the fiscal year 2019; and

WHEREAS, City Council further finds that an ad valorem tax must be levied to provide for the payment of principal and interest on outstanding debt maturing in the fiscal year 2019; and

WHEREAS, after due deliberation, study, and consideration of the proposed tax rate for the fiscal year 2019, City Council has determined that adoption of the rate is in the best interest of the taxpayers of the City and it should be adopted in accordance with law;

**NOW, THEREFORE, BE IT ORDAINED BY CITY COUNCIL OF THE
CITY OF KERRVILLE, KERR COUNTY, TEXAS:**

SECTION ONE. There is hereby levied and there shall be collected for the use and support of the municipal government of the City of Kerrville, Texas, and to provide interest and sinking funds for the fiscal year 2019, a tax of **\$0.5514** on each one hundred dollars (\$100.00) valuation of all property, real, personal, and mixed, within the corporate limits of the City subject to taxation, for the specific purposes herein set forth:

(A) For the current expenditures of the City of Kerrville and for the general improvement, use, and support of the City and its property, there is hereby levied and ordered to be assessed and collected for the fiscal year 2019 on all property situated within the corporate limits of the City, and not exempt from taxation by law, an ad valorem tax rate of **\$0.4779** on each one hundred dollars (\$100.00) valuation of such property.

(B) For the purpose of paying principal and interest and providing payments into various debt service funds for each issue of tax supported debt, there is hereby levied and ordered to be assessed and collected for the fiscal year 2019 on all property situated within the corporate limits of the City and not exempt from taxation by law, an ad valorem tax for each issue

of debt described in this Section, the sum of such levies being **\$0.0735** on each one hundred dollars (\$100.00) valuation of such property.

SECTION TWO. The ad valorem taxes levied are due on October 1, 2018, and may be paid up to and including January 31, 2019, without penalty; but if not paid, such taxes are delinquent on February 1, 2019, provided, however, in accordance with Section 31.03(a) of the Texas Tax Code, the ad valorem taxes due hereunder may, at the option of the taxpayer, be paid in two payments without penalty or interest so long as the first payment of one-half of the taxes levied is paid before December 1, 2018, and the remaining one-half is paid before July 1, 2019.

SECTION THREE. No discounts are authorized on property tax payments made prior to January 31, 2019.

SECTION FOUR. All taxes become a lien upon the property against which assessed and the designated City tax collector for the City is authorized and empowered to enforce the collection of such taxes according to the Constitution and Laws of the State of Texas and ordinances of the City, and shall by virtue of the tax rolls, fix and establish a lien by levying upon such property, whether real or personal, for the payment of said taxes, penalty, and interest. All delinquent taxes shall bear interest and other charges from date of delinquency as prescribed by state law.

PASSED AND APPROVED ON FIRST READING, this the _____ day of _____, A.D., 2018.

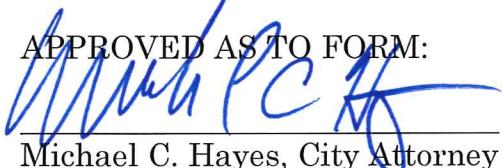
PASSED AND APPROVED ON SECOND AND FINAL READING, this the _____ day of _____, A.D., 2018.

Bill Blackburn, Mayor

ATTEST:

Cheryl Brown, Interim City Secretary

APPROVED AS TO FORM:



Michael C. Hayes, City Attorney



**TO BE CONSIDERED BY THE CITY COUNCIL
CITY OF KERRVILLE, TEXAS**

SUBJECT: Kerrville Sports Complex Improvement Projects

AGENDA DATE OF: 8/28/2018

DATE SUBMITTED: 8/21/2018

SUBMITTED BY: Ashlea Boyle
Director of Parks and Recreation

EXHIBITS: Sports Complex Project Recommendations

Expenditure Required:	Current Balance in Account:	Amount Budgeted:	Account Number:
\$0	N/A	N/A	N/A

PAYMENT TO BE MADE TO: N/A

Kerrville 2050 Item?	Yes:	No: <input type="checkbox"/>
Key Priority Area	P - Parks/Open Space/River Corridor	
Guiding Principle	P5 - Focus on enhancing/investing in existing parks, their purpose or repurpose and improving accessibility before acquiring land for new parks	

Action Item

N/A

SUMMARY STATEMENT:

Attached are recommendations to utilize the remaining balance of the field house project at the Kerrville Sports Complex. The purpose of these projects is to improve the maintenance operations and aesthetics of the complex in an effort to increase efficiency and marketability. Outlined below is a timeline regarding the approval process for these recommendations.

- May 17, 2018 – the Parks and Recreation Advisory Board approved items 1-9.
- June 12, 2018 – City Council considered the list and approved item 2.
- July 10, 2018 – City Council considered the list again and approved items 3-5.
- August 1, 2018 – a tour of the Sports Complex was held between the City Council and the Parks and Recreation Advisory Board. The consensus from the Council was for the board to meet again to revisit the recommendations, and to add any additional priorities.
- August 9, 2018 – the Parks and Recreation Advisory Board reaffirmed their recommendations, and approved items 6-10. In addition, the board added items 11-16 to be included as potential future projects pursuant to appropriate funding.

RECOMMENDED ACTION:

Approve recommendation of Parks and Recreation Advisory Board.

Sports Complex Project Recommendations

The following is a prioritized list of projects to be considered for the remaining balance of the Kerrville Sports Complex project. The purpose of these projects is to improve the maintenance operations and aesthetics of the complex in an effort to increase efficiency and marketability.

On May 17, 2018, the Parks and Recreation Advisory Board unanimously approved items 1-9 to be presented to City Council for final approval.

On June 12, 2018, City Council considered the list and approved item 2. On July 10, 2018, City Council again considered the list and approved items 3-5.

On August 1, 2018, a tour of the Sports Complex was held between the City Council and the Parks and Recreation Advisory Board. Consensus was for the P&R Advisory Board to meet again to revisit the list, and add any additional priorities in addition to "wish list / nice to have" items.

On August 9, 2018, the Parks and Recreation Advisory Board recommended and approved items 6-10 to be presented to City Council for final approval to utilize the remainder of the available funds.

Item	Note	Estimated Cost	Status
1. Pave maintenance road	Materials only, in-house project. Will also price out.	\$6,000	Included in final draw of project; Approved
2. Soccer lights	Additional lights for soccer fields.	\$70,000	Approved by Council 6.12.2018
3. Common area irrigation / sod	Sod for "lanes" inside pods, not slopes. We would install irrigation on the slopes, but seed instead.	\$87,000	Approved by Council 7.10.2018
4. Fertigation system with building addition	Fertilization injection of fertilizers in the irrigation system.	\$20,000	Approved by Council 7.10.2018
5. Turf dugouts	Install artificial turf near high use areas of dugouts.	\$15,000	Approved by Council 7.10.2018
6. D-BAT sidewalk extensions	Add sidewalks. Maintenance / safety issue.	\$18,500	
7. Maintenance building extension	To cover equipment, roof and sidewalls.	\$15,000	
8. D-BAT irrigation	Sod / irrigate D-BAT building exterior.	\$10,000	
9. Dedication plaque	Necessary purchase.	\$6,500	
10. Monument sign	Re-work to include "Softball" on the monument sign.	\$5,000	
Total: \$247,000 (does not include #1)			

Total Project Remaining Balance = \$255,000

Revised August 10, 2018

In addition, on August 9th, the Parks and Recreation Advisory Board recommended the following items be included in the comprehensive list of potential future projects for the Sports Complex.

11. Turf Bullpens	Maintenance issue	\$70,000	
12. Softball lights	Add lights to Pod 3	\$260,000	
13. Additional parking at soccer		TBD	
14. Soccer playscape		\$50,000	
15. Score boards	Baseball / Softball	\$92,880 + power infra.	
16. Playability of the fields	The P&R Advisory Board made a motion to list this item last on the priority list as the board did not identify any playability issues with the fields, and does not believe it's a needed project. It is on the list per request of Councilmember Baroody.	\$40,000	



**TO BE CONSIDERED BY THE CITY COUNCIL
CITY OF KERRVILLE, TEXAS**

SUBJECT: Approve revisions to Applications for Consideration for Appointment to Boards and Commissions.

AGENDA DATE OF: 8/28/2018 **DATE SUBMITTED:** 8/22/2018

SUBMITTED BY: Councilmembers Sigerman and Voelkel

EXHIBITS: Revised Applications for Consideration for Appointment to Boards and Commissions.

Expenditure Required:	Current Balance in Account:	Amount Budgeted:	Account Number:
\$0	N/A	N/A	N/A
PAYMENT TO BE MADE TO: N/A			
Kerrville 2050 Item?		Yes: <input type="checkbox"/>	No:
Key Priority Area		N/A	
Guiding Principle		N/A	
Action Item		N/A	

SUMMARY STATEMENT:

Councilmembers Voelkel and Sigerman reviewed the forms for applications for consideration for appointment to the City's boards and commissions. Revisions were made, and are attached for City Council's approval.

RECOMMENDED ACTION:

Approve applications for consideration for appointment to City boards and commissions.



**City of Kerrville
701 Main Street
Kerrville, Texas 78028
(830) 257-8000**

Application for Consideration of Appointment Building Board of Adjustment & Appeal

The Public Information Act (PIA) may allow for public review of this application upon request.

Qualifications for the Building Board of Adjustment and Appeals:

Members shall be composed of the following:

- i. an architect licensed to practice in the state;
- ii. a professional engineer licensed to practice in the state;
- iii. a master electrician licensed to practice in the state;
- iv. an unrestricted master plumber licensed to practice in the state;
- v. a mechanical contractor with a Class A state license;
- vi. a person licensed by the city as a contractor;
- vii. a person that is active in the construction industry, provided, however, if the City Council determines that there is no architect or professional engineer available to serve on the board, then Council shall select a second person meeting this description to serve.

Alternate board members shall attend all meetings and are subject to the attendance requirement applicable to the board; however, alternate members shall serve only in the absence of one or more regular members and shall then act as a regular member for that entire meeting. Members and alternates shall be a resident of the County; however, no two (2) members, regular or alternate, may be employed by or have an ownership in the same business or firm.

Powers and Duties:

1. To hear appeals of decisions and interpretations of the chief building official and fire code official and to consider variances to the standardized building codes as more specifically described in Sec. 26-251 of Ordinance No. 2010-15. No appeal may arise out of the City's issuance of citation for violation of any of the standardized building codes as the procedure for the consideration and decision regarding citations is solely under the purview and authority of the Municipal Court. In addition, the board shall have no authority to waive, and is prohibited from waiving, any requirement of the standardized building codes; and
2. Recommend amendments to this chapter; any standardized building code adopted by the City Council; or any other code, application, or process applicable to the City's review, application, interpretation, and enforcement of the standardized building codes with the goal toward addressing any deficiencies, voids, inconsistencies, inefficiencies, or technical errors; and
3. To hear appeals, issue orders, and fulfill other duties pursuant to the authority established in Article VII of this Chapter for unsafe building abatement.

Term of Office: Two years

Number of Members: Seven members and two alternates

Meeting Time & Place: At least quarterly at the call of the chair, at City Hall

Established by: Ordinance Nos. 2010-15 and 2010-26; Revised by Ordinance No. 2017-09

Council Interview Team: Place One and Place Two

A public notice will be announced to accept applications no less than 30 days prior to the date of regular board appointments, and no less than 14 days in the case of a vacancy.

New Application

Re-appointment Application

Personal Information

Mr. Dr. Ms. Mrs. Other _____

Name: Last First Middle Ad
dress: _____

Mailing Address: (if different)

Phone No. _____ (home) _____ (business)

Fax No. _____ (home) _____ (business)

E-MAIL Address: _____

Are you a qualified voter in the city of Kerrville? Yes No Do you live inside the city limits of Kerrville? * Yes No How Long? _____

Employment

Employer: (Name/Address)

Occupation: _____

Business Address: Street City/State Zip

To the best of your knowledge, are you employed by, or a member of, any entity (business or non-profit) with proposals, programs, requests, businesses, applications, licenses or any other matters which may come before a board or commission for review, funding, support, or approval during the next two years?

Yes No

If yes, please list the name of entity and interest: _____

Education and Experience

List most advanced degree received: _____

School: _____ Year: _____

Volunteer Experience/Community Service: _____

Please specify membership on any other governmental body in another jurisdiction:

Have you been a member of a City of Kerrville commission, board or committee? Yes No

If yes, please specify:

Board/Commission: _____ Dates of Service: _____

Board/Commission: _____ Dates of Service: _____

Please specify membership on any other governmental body in another jurisdiction:

To the best of your knowledge, are you employed by, or a member of, any entity (business or non-profit) with proposals, programs, requests, businesses, applications, licenses or any other matters which may come before this board for review, funding, support, or approval during the next two years?

Yes No

If yes, list entity and interest: _____

What experiences qualify you to serve on the Building Board of Adjustment & Appeals?

In your opinion, what are the three most pressing issues facing the Building Board of Adjustment & Appeals?

1. _____
2. _____
3. _____

What do you hope to accomplish by serving?

Please provide any additional information you believe would be useful in considering your application.

Certification

I am not employed by the City of Kerrville. If appointed, I will notify the City of Kerrville of any changes in my residence or business, or of any other relevant changes that would affect my appointment. I will also notify the City if any potential conflicts of interest arise. I recognize that my appointment requires my regular attendance and participation at all scheduled meetings, failure to do so may result in my removal. I am willing to make this commitment of time and effort. I hereby certify that all information in this application is complete, truthful, and accurate to the best of my knowledge.

Signature

Date

NOTE: When filed at city hall, this will become a public document that may be disclosed per the Texas Public Information Act.



**City of Kerrville
701 Main Street
Kerrville, Texas 78028
(830) 257-8000**

Application for Consideration of Appointment Economic Improvement Corporation

The Public Information Act (PIA) may allow for public review of this application upon request.

Qualifications for the Economic Improvement Corporation:

Resident of the City and at least three directors must be persons who are not employees, officers or members of the governing body of the City.

Purpose:

Benefitting and accomplishing public purposes of the City permitted by Section 4B of the Act, including, but not limited to, the promotion and development of industrial and manufacturing enterprises to promote and encourage employment and the public welfare, and financing the acquisition, construction and/or equipping, and/or the maintenance and operating costs of any "Project" (as defined in Section 4B of the Act)

Term of Office: Two years, maximum of two consecutive terms

Number of Members: Seven

Meeting Time & Place: Every third Monday, 4:00 p.m., City Council Chambers

Established by: Resolution No. 1995-112, amended by Resolution Nos. 1999-184; 032-2009

Council Interview Team: Mayor and Place Three

A public notice will be announced to accept applications no less than 30 days prior to the date of regular board appointments, and no less than 14 days in the case of a vacancy.

New Application

Re-appointment Application

Personal Information

Mr. Dr. Ms. Mrs. Other _____

Name: Last First Middle Ad
dress: _____

Mailing Address: (if different) _____

Phone No. _____ (home) _____ (business)

Fax No. _____ (home) _____ (business)

E-MAIL Address: _____

Are you a qualified voter in the city of Kerrville? Yes No Do you live inside the city limits of Kerrville? Yes No How Long? _____

Employment

Employer: (Name/Address) _____

Occupation: _____

Business Address: Street _____ City/State _____ Zip _____

To the best of your knowledge, are you employed by, or a member of, any entity (business or non-profit) with proposals, programs, requests, businesses, applications, licenses or any other matters which may come before a board or commission for review, funding, support, or approval during the next two years?

Yes No

If yes, please list the name of entity and interest: _____

Education and Experience

List most advanced degree received: _____

School: _____ Year: _____

Volunteer Experience/Community Service: _____

Please specify membership on any other governmental body in another jurisdiction: _____

Have you been a member of a City of Kerrville commission, board or committee? Yes No

If yes, please specify:

Board/Commission: _____ Dates of Service: _____

Board/Commission: _____ Dates of Service: _____

Please specify membership on any other governmental body in another jurisdiction: _____

Have you attended an Economic Improvement Corporation meeting in the past 12 months? Yes No

If yes, please specify: _____

What experiences qualify you to serve on the Economic Improvement Corporation?

In your opinion, what are the three most pressing issues facing the City of Kerrville Economic Improvement Corporation?

1. _____

2. _____

3. _____

What do you hope to accomplish by serving?

Describe ways in which you have contributed to your community.

Please provide any additional information you believe would be useful in considering your application.

Certification

I am not employed by the City of Kerrville. If appointed, I will notify the City of Kerrville of any changes in my residence or business, or of any other relevant changes that would affect my appointment. I will also notify the City if any potential conflicts of interest arise. I recognize that my appointment requires my regular attendance and participation at all scheduled meetings, failure to do so may result in my removal. I am willing to make this commitment of time and effort. I hereby certify that all information in this application is complete, truthful, and accurate to the best of my knowledge.

Signature

Date

NOTE: When filed at city hall, this will become a public document that may be disclosed per the Texas Public Information Act.



**City of Kerrville
701 Main Street
Kerrville, Texas 78028
(830) 257-8000**

Application for Consideration of Appointment Food Service Advisory Board

The Public Information Act (PIA) may allow for public review of this application upon request.

Qualifications for the Food Service Advisory Board:

Shall be composed of local certified food managers from the food service or food processing industry, any member of the local restaurant association who owns or conducts business in the City of Kerrville or any citizen of Kerr County qualified by training and/or experience to advise on the application of the food code.

Powers and Duties: To hear appeals and make recommendations to the health official for variances from provisions of the code; to provide assistance to the health official concerning interpretations of the code; to advise the city manager, at his request, regarding the suspension or revocation of food permits; and to consider and make recommendations to city council regarding any matters relating to the food service program.

Term of Office: Two years, maximum of two consecutive terms

Number of Members: Seven

Meeting Time & Place: Quarterly, third Tuesday, 3:00 p.m., Development Services Office

Established by: Ordinance 1989-30; amended by Ordinance 1994-11

Code of Ordinances: Chapter 58 – Article II – Section 58-34

Council Interview Team: Place One and Place Three

A public notice will be announced to accept applications no less than 30 days prior to the date of regular board appointments, and no less than 14 days in the case of a vacancy.

New Application

Re-appointment Application

Personal Information

Mr. Dr. Ms. Mrs. Other _____

Name: Last _____ First _____ Middle _____

Address: _____

Mailing Address: (if different) _____

Phone No. _____ (home) _____ (business)

Fax No. _____ (home) _____ (business)

E-MAIL Address: _____

Are you a qualified voter in the city of Kerrville? Yes No Do you live inside the city limits of Kerrville? Yes No How Long? _____

Employment

Employer: (Name/Address) _____

Occupation: _____

Business Address: Street _____ City/State _____ Zip _____

To the best of your knowledge, are you employed by, or a member of, any entity (business or non-profit) with proposals, programs, requests, businesses, applications, licenses or any other matters which may come before a board or commission for review, funding, support, or approval during the next two years? Yes No

If yes, please list the name of entity and interest: _____

Education and Experience

List most advanced degree received: _____

School: _____ Year: _____

Volunteer Experience/Community Service: _____

Please specify membership on any other governmental body in another jurisdiction:

Have you been a member of a City of Kerrville commission, board or committee? Yes No

If yes, please specify:

Board/Commission: _____ Dates of Service: _____

Board/Commission: _____ Dates of Service: _____

Please specify membership on any other governmental body in another jurisdiction:

Have you attended a Food Service Advisory Board meeting in the past 12 months? Yes No

What interests you about the Food Service Advisory Board?

What experiences qualify you to serve on the Food Service Advisory Board?

In your opinion, what are the three most pressing issues facing the Food Service Advisory Board?

1. _____
2. _____
3. _____

What do you hope to accomplish by serving?

Please provide any additional information you believe would be useful in considering your application.

Certification

I am not employed by the City of Kerrville. If appointed, I will notify the City of Kerrville of any changes in my residence or business, or of any other relevant changes that would affect my appointment. I will also notify the City if any potential conflicts of interest arise. I recognize that my appointment requires my regular attendance and participation at all scheduled meetings, failure to do so may result in my removal. I am willing to make this commitment of time and effort. I hereby certify that all information in this application is complete, truthful, and accurate to the best of my knowledge.

Signature

Date

NOTE: When filed at city hall, this will become a public document that may be disclosed per the Texas Public Information Act.



**City of Kerrville
701 Main Street
Kerrville, Texas 78028
(830) 257-8000**

Application for Consideration of Appointment Library Advisory Board

The Public Information Act (PIA) may allow for public review of this application upon request.

Qualifications for the Library Advisory Board:

Members must maintain a library card in good standing.

Powers and Duties:

The Board is an advisory board to the City Council; shall have the authority to hold meetings within the City and to consider and make recommendations to the Council from time to time on any and all matters pertaining to the Library. Upon a majority vote of the total membership.

Term of Office: All board appointments shall serve two (2) year terms. No board member shall serve more than two (2) consecutive two (2) year terms on the board without having at least one (1) full year off of the board between terms. A majority of the members' terms shall expire in even-numbered years with the remaining members' terms expiring in odd-numbered years.

Number of Members: Five

Quorum: Three

Meeting Time & Place: Quarterly, third Tuesday, 3:00 p.m., Butt-Holdsworth Memorial Library.

Established by: Ordinance No. 1967-17; amended by Ordinance Nos. 80-5, 84-14, 84-58, 85-01, 87-24, 87-60, 87-61, 2005-19 (in its entirety), 2010-05; 2011-16, and 2017-11 ; Resolutions Nos. 045-2006, 107-2006, 076-2007, and 122-2007 did not change this board. Code of Ordinances: Chapter 66 – Article II – Sections 66-31 through 66-34.

Council Interview Team: Place Three and Place Four

A public notice will be announced to accept applications no less than 30 days prior to the date of regular board appointments, and no less than 14 days in the case of a vacancy.

New Application

Re-appointment Application

Personal Information

Mr. Dr. Ms. Mrs. Other _____

Name: Last _____ First _____ Middle _____ Ad
dress: _____

Mailing Address: (if different) _____

Phone No. _____ (home) _____ (business)

Fax No. _____ (home) _____ (business)

E-MAIL Address: _____

Are you a qualified voter in the city of Kerrville? Yes No Do you live inside the city limits of Kerrville? Yes No How Long? _____

Employment

Employer: (Name/Address)

Occupation: _____

Business Address: Street City/State Zip

To the best of your knowledge, are you employed by, or a member of, any entity (business or non-profit) with proposals, programs, requests, businesses, applications, licenses or any other matters which may come before a board or commission for review, funding, support, or approval during the next two years?

Yes No

If yes, please list the name of entity and interest: _____

Education and Experience

List most advanced degree received: _____

School: _____ Year: _____

Volunteer Experience/Community Service: _____

Please specify membership on any other governmental body in another jurisdiction:

Have you been a member of a City of Kerrville commission, board or committee? Yes No

If yes, please specify:

Board/Commission: _____ Dates of Service: _____

Board/Commission: _____ Dates of Service: _____

Please specify membership on any other governmental body in another jurisdiction:

Have you attended a Library Advisory Board meeting in the past 12 months? Yes No

If yes, please specify: _____

What interests you about serving on the Library Advisory Board?

What experiences qualify you to serve on the Library Advisory Board?

In your opinion, what are the three most pressing issues facing the Library Advisory Board?

1. _____
2. _____
3. _____

What do you hope to accomplish by serving?

Describe ways in which you have contributed to your community.

Please provide any additional information you believe would be useful in considering your application.

Certification

I am not employed by the City of Kerrville. If appointed, I will notify the City of Kerrville of any changes in my residence or business, or of any other relevant changes that would affect my appointment. I will also notify the City if any potential conflicts of interest arise. I recognize that my appointment requires my regular attendance and participation at all scheduled meetings, failure to do so may result in my removal. I am willing to make this commitment of time and effort. I hereby certify that all information in this application is complete, truthful, and accurate to the best of my knowledge.

Signature: _____ Date: _____

NOTE: When filed at city hall, this will become a public document that may be disclosed per the Texas Public Information Act.



**City of Kerrville
701 Main Street
Kerrville, Texas 78028
(830) 257-8000**

Application for Consideration of Appointment Planning & Zoning Commission

The Public Information Act (PIA) may allow for public review of this application upon request.

Qualifications for the Planning & Zoning Commission:

At least four of the regular members shall be residents and eligible voters of the city; one regular member may reside in the city's extraterritorial jurisdiction (ETJ) and must be an eligible voter of Kerr County. At least one alternate member shall be a resident and eligible voter of the city; one alternate member may reside in the city's extraterritorial jurisdiction (ETJ) and must be an eligible voter of Kerr County.

Powers and Duties:

1. Shall formulate and recommend to the city council for adoption a Comprehensive Plan for the orderly growth and development of the city and its environs. On a yearly basis the commission shall review and if necessary recommend such changes in the plan as it finds will facilitate the movement of people and goods, and the health, recreation, safety and general welfare of the citizens of the city.
2. Shall formulate a zoning plan (ordinance) as may be deemed best to carry out the goals of the Comprehensive Plan; hold public hearings and make recommendations to the city council relating to the creation, amendment, and implementation of zoning regulations and districts as provided in state law.
3. Shall exercise all powers of a commission as to approval or disapproval of plans, plats, or replats as set out by state law and the city's subdivision regulations.
4. Shall initiate for consideration at public hearings, proposals for the original zoning of annexed areas or for the change of zoning district boundaries on an area wide basis.
5. Shall consider and take appropriate action, upon written request, variances as prescribed to the city's subdivision and sign regulations.
6. Shall from time to time recommend such changes to the subdivision regulations, sign regulations, and any other ordinance the city council assigns to their review that will facilitate the general health, safety and welfare of the citizens of the city.

Term of Office: Two years. No regular member shall serve more than three consecutive full terms on the Commission without having at least one full year off the Commission between terms.

Quorum: Three (may include an alternate member but only where substitution for and acting as a regular member)

Number of Members: Five regular members and two alternates.

Council Interview Team: Place Two and Place Four

Established by: Minutes of 12-18-44 Council meeting; amended by Ordinance Nos. 1979-37, 1987-24, and 2008-24 (which deleted from Code of Ordinances book Chapter 82 – Article II – Sections 82-31 through 82-36 and rolled into Zoning Code which is

not codified).

Rules and Regulations amended by Resolution 180-2001; Rules Governing Conduct amended by Resolution 052-2003; Process for Appointment amended by Resolution 007-2006.

A public notice will be announced to accept applications no less than 30 days prior to the date of regular board appointments, and no less than 14 days in the case of a vacancy.

New Application

Re-appointment Application

Personal Information

Mr. Dr. Ms. Mrs. Other _____

Name: Last First Middle Ad
dress: _____
Mailing Address: (if different)
Phone No. _____ (home) _____ (business)
Fax No. _____ (home) _____ (business)
E-MAIL Address: _____

Are you a qualified voter in the city of Kerrville? Yes No Do you live inside the city limits of Kerrville? * Yes No How Long? _____

Employment

Employer: (Name/Address)
Occupation: _____
Business Address: Street City/State Zip

To the best of your knowledge, are you employed by, or a member of, any entity (business or non-profit) with proposals, programs, requests, businesses, applications, licenses or any other matters which may come before a board or commission for review, funding, support, or approval during the next two years?

Yes No

If yes, please list the name of entity and interest: _____

Education and Experience

List most advanced degree received: _____
School: _____ Year: _____
Volunteer Experience/Community Service: _____

Please specify membership on any other governmental body in another jurisdiction:

Have you attended a Planning & Zoning Commission meeting in the past 12 months? Yes No

If yes, please specify: _____

What interests you about serving on the Planning & Zoning Commission?

What qualifies you to serve on the Planning & Zoning Commission?

In your opinion, what are the three most pressing issues facing the Planning & Zoning Commission?

1. _____
2. _____
3. _____

What do you hope to accomplish by serving?

Please provide any additional information you believe would be useful in considering your application.

Certification

I am not employed by the City of Kerrville. If appointed, I will notify the City of Kerrville of any changes in my residence or business, or of any other relevant changes that would affect my appointment. I will also notify the City if any potential conflicts of interest arise. I recognize that my appointment requires my regular attendance and participation at all scheduled meetings, failure to do so may result in my removal. I am willing to make this commitment of time and effort. I hereby certify that all information in this application is complete, truthful, and accurate to the best of my knowledge.

Signature

Date

NOTE: When filed at city hall, this will become a public document that may be disclosed per the Texas Public Information Act.



**City of Kerrville
701 Main Street
Kerrville, Texas 78028
(830) 257-8000**

Application for Consideration of Appointment Parks & Recreation Advisory Board

The Public Information Act (PIA) may allow for public review of this application upon request.

Qualifications for the Parks & Recreation Advisory Board:

A majority shall be residents of the City of Kerrville, and all shall be residents of Kerr County. Membership on the Board should include persons interested in public parks, and public recreation and persons who are knowledgeable in recreation matters, to include the City's golf, tennis, and sports facilities.

Powers and Duties:

Shall constitute an advisory board to the City Council. The Board shall advise the City Council regarding the development, improvement, equipment, programming, and maintenance of all land and facilities managed by the Parks and Recreation Department. In addition, the Board shall promote close cooperation between the City and its citizens, institutions, and agencies interested in or conducting recreational activities, so that recreational resources within the City may be coordinated to secure the greatest public welfare.

Expectations of the Board:

Board members are expected to comply with the following expectations:

- 1) Attend meetings on a regular basis and be an active user, participant, or attendee of the City's parks, recreational areas, and / or facilities.
- 2) Advocate for the Parks and Recreation Department.
- 3) Assist with the marketing of activities of the Parks and Recreation Department including special events, programs, and the usage of the City's parks, recreational areas, and facilities.
- 4) Assist in planning, marketing, and / or volunteering with the various activities, special events, and programs.
- 5) Assist the Parks and Recreation Department with the recruitment of volunteers.

Term of Office: Two years, maximum of two consecutive terms

Number of Members: Nine

Meeting Time & Place: Quarterly, second Thursday, 8:15 a.m., City Hall Council Chambers

Established by: Ordinance No. 1984-37, amended by Ordinance No. 1987-24; amended by Ordinance 2017-12

Council Interview Team: Place One and Place Three

A public notice will be announced to accept applications no less than 30 days prior to the date of regular board appointments, and no less than 14 days in the case of a vacancy.

New Application

Re-appointment Application

Personal Information

Mr. Dr. Ms. Mrs. Other _____

Name: Last First Middle

Address: _____
Mailing Address: (if different) _____
Phone No. _____ (home) _____ (business)
Fax No. _____ (home) _____ (business)
E-MAIL Address: _____

Are you a qualified voter in the city of Kerrville? Yes No Do you live inside the city limits of Kerrville? Yes No How Long? _____

Employment

Employer: (Name/Address) _____
Occupation: _____
Business Address: Street _____ City/State _____ Zip _____

To the best of your knowledge, are you employed by, or a member of, any entity (business or non-profit) with proposals, programs, requests, businesses, applications, licenses or any other matters which may come before a board or commission for review, funding, support, or approval during the next two years?

Yes No

If yes, please list the name of entity and interest: _____

Education and Experience

List most advanced degree received: _____
School: _____ Year: _____
Volunteer Experience/Community Service: _____

Please specify membership on any other governmental body in another jurisdiction:

Have you been a member of a City of Kerrville commission, board or committee? Yes No

If yes, please specify:

Board/Commission: _____ Dates of Service: _____

Board/Commission: _____ Dates of Service: _____

Please specify membership on any other governmental body in another jurisdiction:

Have you attended a Parks & Recreation Advisory Board meeting in the past 12 months? Yes No

If yes, please specify: _____

What interests you about serving on the Parks & Recreation Advisory Board?

What experiences qualify you to serve on the Parks & Recreation Advisory Board?

In your opinion, what are the three most pressing issues facing the Parks & Recreation Advisory Board?

1. _____
2. _____
3. _____

What do you hope to accomplish by serving?

Describe ways in which you have contributed to your community.

Please provide any additional information you believe would be useful in considering your application.

Certification

I am not employed by the City of Kerrville. If appointed, I will notify the City of Kerrville of any changes in my residence or business, or of any other relevant changes that would affect my appointment. I will also notify the City if any potential conflicts of interest arise. I recognize that my appointment requires my regular attendance and participation at all scheduled meetings, failure to do so may result in my removal. I am willing to make this commitment of time and effort. I hereby certify that all information in this application is complete, truthful, and accurate to the best of my knowledge.

Signature

Date

NOTE: When filed at city hall, this will become a public document that may be disclosed per the Texas Public Information Act.



**City of Kerrville
701 Main Street
Kerrville, Texas 78028
(830) 257-8000**

Application for Consideration of Appointment Recovery Community Coalition

The Public Information Act (PIA) may allow for public review of this application upon request.

Qualifications for the Recovery Community Coalition:

At least one member from each of the following, but any of which may include more than one member:

- Owner of a male boarding home facility with a valid permit issued by the City;
- Owner of a female boarding home facility with a valid permit issued by the City;
- Member of the recovering community;
- Citizen of Kerrville with interest in these issues;
- Representative of mental health support organizations such as Kerrville State Hospital;
- Representative of Peterson Health;
- Representative of Hill Country HMDD Centers;
- Representative from a residential addiction treatment facility located within Kerr County; and
- Two Councilmembers

Purpose:

The purpose of the Coalition is to enhance the opportunities for the recovery community to become fully integrated into the fabric of Kerrville. The Coalition shall work toward considering and identifying strategies and techniques for reducing barriers for the recovery community to be fully integrated into the local community as well as to identify and advocate goals and ideas for enhancing positive relationships by and amongst the recovery community.

Powers and Duties:

On an annual basis, or more frequently as deemed proper by the Coalition or City Council, the Coalition should attend and report its conclusions, achievements, ideas, desires, and plans to the City Council. It is recommended that the initial issue with which the Coalition is charged to review is Ordinance No. 2013-06 (Chapter 30, Article I, Code of Ordinances), which addresses the operation of group homes and boarding home facilities operating within the City.

Term of Office: Two years, maximum of two consecutive terms

Number of Members: Fifteen

Meeting Time & Place: Meetings are to be held every other Monday at 4:00 p.m., but at least once each calendar quarter in the upstairs conference room at City Hall

Established by: Resolution No. 26-2016

Council Interview Team: Place One and Place Three

A public notice will be announced to accept applications no less than 30 days prior to the date of regular board appointments, and no less than 14 days in the case of a vacancy.

New Application

Re-appointment Application

Personal Information

Mr. Dr. Ms. Mrs. Other _____

Name: Last First Middle Ad
dress: _____

Mailing Address: (if different)

Phone No. _____ (home) _____ (business)

Fax No. _____ (home) _____ (business)

E-MAIL Address: _____

Are you a qualified voter in the city of Kerrville? Yes No Do you live inside the city limits of Kerrville? * Yes No How Long? _____

Employment

Employer: (Name/Address)

Occupation: _____

Business Address: Street City/State Zip

To the best of your knowledge, are you employed by, or a member of, any entity (business or non-profit) with proposals, programs, requests, businesses, applications, licenses or any other matters which may come before a board or commission for review, funding, support, or approval during the next two years?

Yes No

If yes, please list the name of entity and interest: _____

Education and Experience

List most advanced degree received: _____

School: _____ Year: _____

Volunteer Experience/Community Service: _____

Please specify membership on any other governmental body in another jurisdiction:

Have you been a member of a City of Kerrville commission, board or committee? Yes No

If yes, please specify:

Board/Commission: _____ Dates of Service: _____

Board/Commission: _____ Dates of Service: _____

Please specify membership on any other governmental body in another jurisdiction:

What experiences qualify you to serve on the Recovery Community Coalition?

In your opinion, what are the three most pressing issues facing the Recovery Community Coalition?

1. _____
2. _____
3. _____

What do you hope to accomplish by serving?

Describe ways in which you have contributed to your community.

Please provide any additional information you believe would be useful in considering your application.

Certification

I am not employed by the City of Kerrville. If appointed, I will notify the City of Kerrville of any changes in my residence or business, or of any other relevant changes that would affect my appointment. I will also notify the City if any potential conflicts of interest arise. I recognize that my appointment requires my regular attendance and participation at all scheduled meetings, failure to do so may result in my removal. I am willing to make this commitment of time and effort. I hereby certify that all information in this application is complete, truthful, and accurate to the best of my knowledge.

Signature

Date

NOTE: When filed at city hall, this will become a public document that may be disclosed per the Texas Public Information Act.

Recovery Community Coalition Applicants Only – Select applicable stakeholder group you represent:

1. Owner of a male boarding home facility with valid permit issued by the City;
2. Owner of a female boarding home facility with a valid permit issued by the City;
3. Member of the recovery community;
4. Representative of Young Persons in Recovery or similar organization;
5. Citizen of Kerrville with interest in the issue;
6. Representative of mental health support organizations such as the Kerrville State Hospital;
7. Representative of Peterson Health;
8. Representative of Hill Country MHDD Centers;
9. Representative of a residential addiction treatment facility located within Kerr County.



**City of Kerrville
701 Main Street
Kerrville, Texas 78028
(830) 257-8000**

Application for Consideration of Appointment Zoning Board of Adjustment

The Public Information Act (PIA) may allow for public review of this application upon request.

Qualifications for the Zoning Board of Adjustment:

The board shall be composed of five members all of whom shall be residents and qualified voters of the City of Kerrville.

Alternate Members: Two alternate members will be appointed who shall be qualified voters of the City to serve concurrent terms as the regular members. The alternate members will serve on the board in place of an absent member when requested to do so by the chairperson of the board, so that all cases to be heard by the board shall always be heard by a minimum of four members.

Powers and Duties:

1. The board shall hear and decide an appeal that alleges an error in any order, decision, or determination made by an administrative official of the City in the interpretation or enforcement of Chapter 211 of the Texas Local Government Code, as amended, or the zoning code.
2. The board shall grant, upon written request, variances from the height, yard area, coverage, floor-to-area, and buffering regulations and required number of parking and loading spaces prescribed by the zoning code, which variances are not contrary to the public interest, and which, because of special conditions, a literal enforcement of the ordinance would result in unnecessary hardship.

Term of Office: Two years, maximum of three consecutive terms

Number of Members: Five with two alternates

Meeting Time & Place: At the call of the chairperson and at such other times as the members of the board shall determine; City Council Chambers, City Hall

Established by: Ordinance No. 1997-07

Council Interview Team: Mayor and Place Three

A public notice will be announced to accept application no less than 30 days prior to the date of regular board appointments, and no less than 14 days in the case of a vacancy.

New Application

Re-appointment Application

Personal Information

Mr. Dr. Ms. Mrs. Other _____

Name: Last First Middle Ad
dress: _____

Mailing Address: (if different) _____

Phone No. _____ (home) _____ (business)

Fax No. _____ (home) _____ (business)

E-MAIL Address: _____

Are you a qualified voter in the city of Kerrville? Yes No Do you live inside the city limits of Kerrville? Yes No How Long? _____

Employment

Employer: (Name/Address)

Occupation: _____

Business Address: Street

City/State

Zip

To the best of your knowledge, are you employed by, or a member of, any entity (business or non-profit) with proposals, programs, requests, businesses, applications, licenses or any other matters which may come before a board or commission for review, funding, support, or approval during the next two years?

Yes No

If yes, please list the name of entity and interest: _____

Education and Experience

List most advanced degree received: _____

School: _____ Year: _____

Volunteer Experience/Community Service: _____

Please specify membership on any other governmental body in another jurisdiction:

Have you been a member of a City of Kerrville commission, board or committee? Yes No

If yes, please specify:

Board/Commission: _____ Dates of Service: _____

Board/Commission: _____ Dates of Service: _____

Please specify membership on any other governmental body in another jurisdiction:

In your opinion, what are the three most pressing issues facing the Zoning Board of Adjustment?

1. _____

2. _____

3. _____

What do you hope to accomplish by serving?

Please provide any additional information you believe would be useful in considering your application.

Certification

I am not employed by the City of Kerrville. If appointed, I will notify the City of Kerrville of any changes in my residence or business, or of any other relevant changes that would affect my appointment. I will also notify the City if any potential conflicts of interest arise. I recognize that my appointment requires my regular attendance and participation at all scheduled meetings, failure to do so may result in my removal. I am willing to make this commitment of time and effort. I hereby certify that all information in this application is complete, truthful, and accurate to the best of my knowledge.

Signature

Date

NOTE: When filed at city hall, this will become a public document that may be disclosed per the Texas Public Information Act.



**TO BE CONSIDERED BY THE CITY COUNCIL
CITY OF KERRVILLE, TEXAS**

SUBJECT: Acknowledgement of the City of Kerrville's contribution to the success of the 15th Annual River Cleanup.

AGENDA DATE OF: 8/28/2018

DATE SUBMITTED: 8/3/2018

SUBMITTED BY: Tara Bushnoe, Natural Resources Coordinator with the Upper Guadalupe River Authority

EXHIBITS: None

Expenditure Required: \$0	Current Balance in Account: N/A	Amount Budgeted: N/A	Account Number: N/A
-------------------------------------	---	--------------------------------	-------------------------------

PAYMENT TO BE MADE TO: N/A

Kerrville 2050 Item?	Yes: <input type="checkbox"/>	No:
Key Priority Area	N/A	
Guiding Principle	N/A	
Action Item	N/A	

SUMMARY STATEMENT:

The City of Kerrville contributed trash barrels, coordination support, and labor by the Streets Division to the 15th Annual River Cleanup that took place on July 28, 2018. Tara Bushnoe, Natural Resources Coordinator with the Upper Guadalupe River Authority, would like to acknowledge the contributions of the City of Kerrville.

RECOMMENDED ACTION:

No action required.



**TO BE CONSIDERED BY THE CITY COUNCIL
CITY OF KERRVILLE, TEXAS**

SUBJECT: Financial update for the month ended July 31, 2018.

AGENDA DATE OF: 8/28/2018

DATE SUBMITTED: 8/23/2018

SUBMITTED BY: Amy Dozier, CFO

EXHIBITS: Financial summary
Financial graphs

Expenditure Required: N/A	Current Balance in Account: N/A	Amount Budgeted: N/A	Account Number: N/A
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PAYMENT TO BE MADE TO: N/A

Kerrville 2050 Item? Key Priority Area Guiding Principle Action Item	Yes: <input type="checkbox"/> N/A N/A N/A	No:
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SUMMARY STATEMENT:

General Fund

Year to date through July 31, 2018, the General Fund has recorded revenues of \$23.8 million compared to expenditures of \$21.6 million. Our largest revenue source, property tax revenue, is primarily received in December and January, therefore we expect to have revenues exceed expenditures at this point in the year. Notable activity includes:

1. Sales tax revenue continues to track under budget for the year, but was up 8.26% in July 2018 compared to July 2017, driven by a strong increase in our largest category, retail sales. We have already received sales tax in August and it is up 5.49% compared to August 2017. We still expect to end the year with lower than budgeted sales tax revenue.
2. Property tax continues slightly below budget due to a \$76k payment to James Avery per the terms of a Chapter 380 economic development agreement. Prior year property tax payments have exceeded budget, offsetting a portion of the JAC payment.
3. Expenditures are lower than budget primarily due to staffing vacancies. We are continuing to closely monitor expenditures to counter any possible revenue shortfalls.

Water and Sewer Fund

Year to date through July 31, 2018, the Water and Sewer Fund received revenues of \$10.4 million compared to expenditures of \$9.6 million. Notable activity includes:

1. Water sales are higher than budget due to lower than average rainfall and new reuse customers using potable water for longer than budgeted in FY2018.

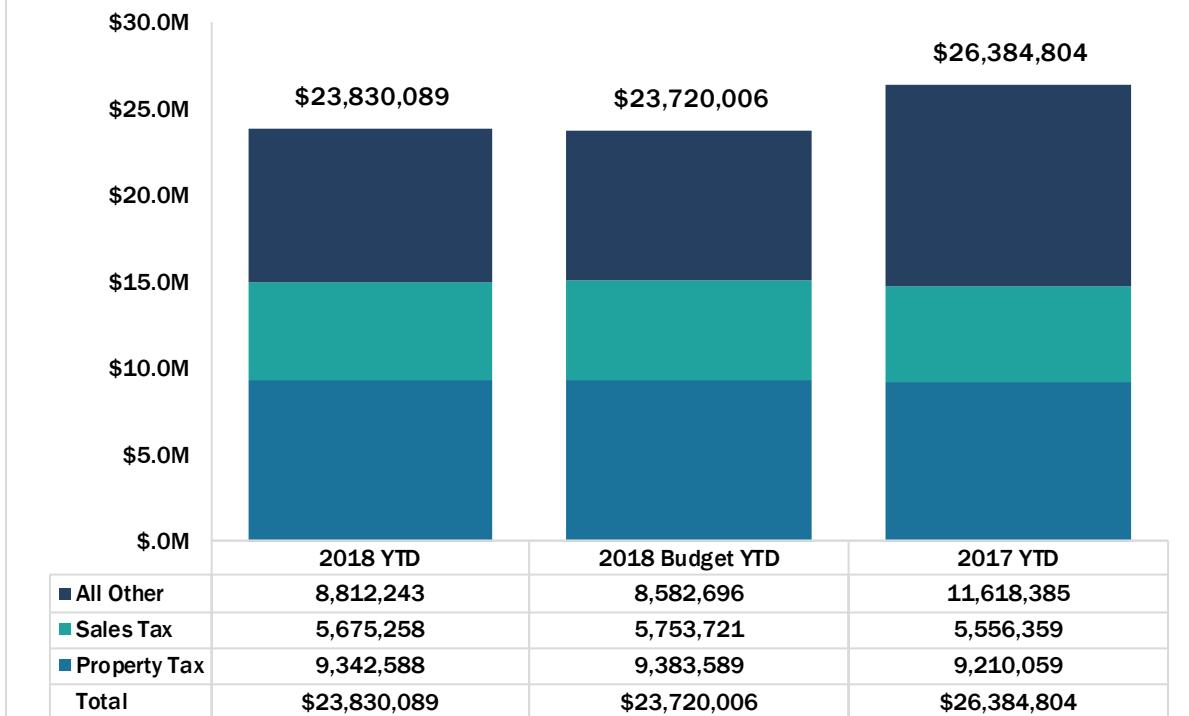
2. Residential sewer average gallons declined slightly from FY2017 to FY2018 due to water conservation during the sewer averaging period. We anticipate a budget shortfall in sewer sales that will be offset by better than budgeted water sales.
3. FY2018 other revenue contains a \$415K transfer in related to the December 2017 debt refinancing.

RECOMMENDED ACTION:

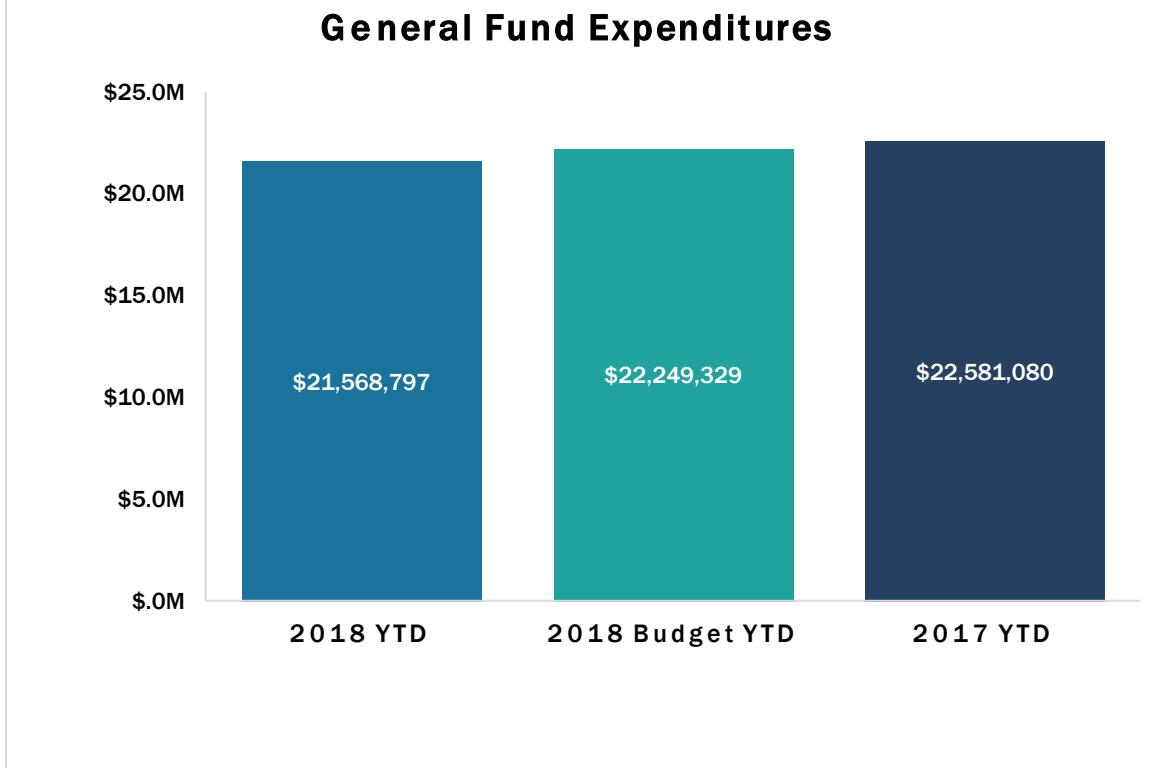
Information only; no action required.

City of Kerrville
Financial Summary
For the Month Ended July 31, 2018

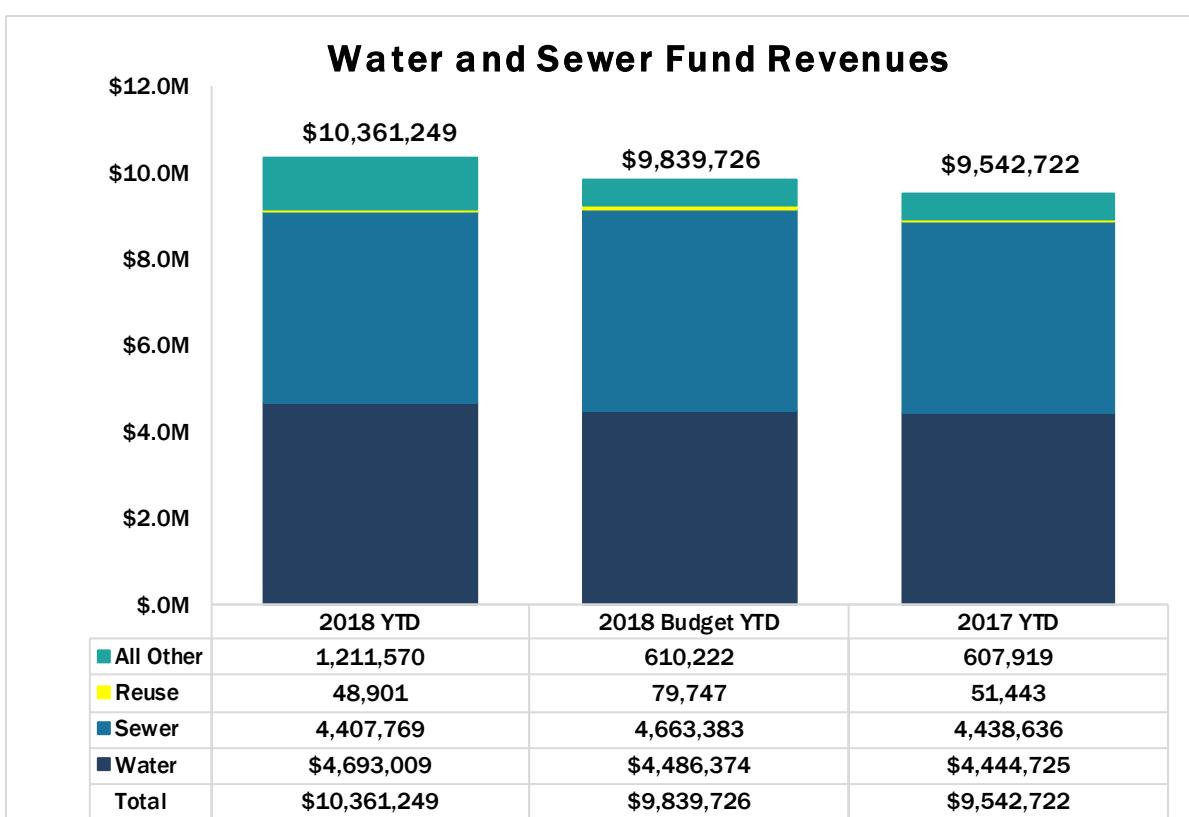
General Fund Revenues



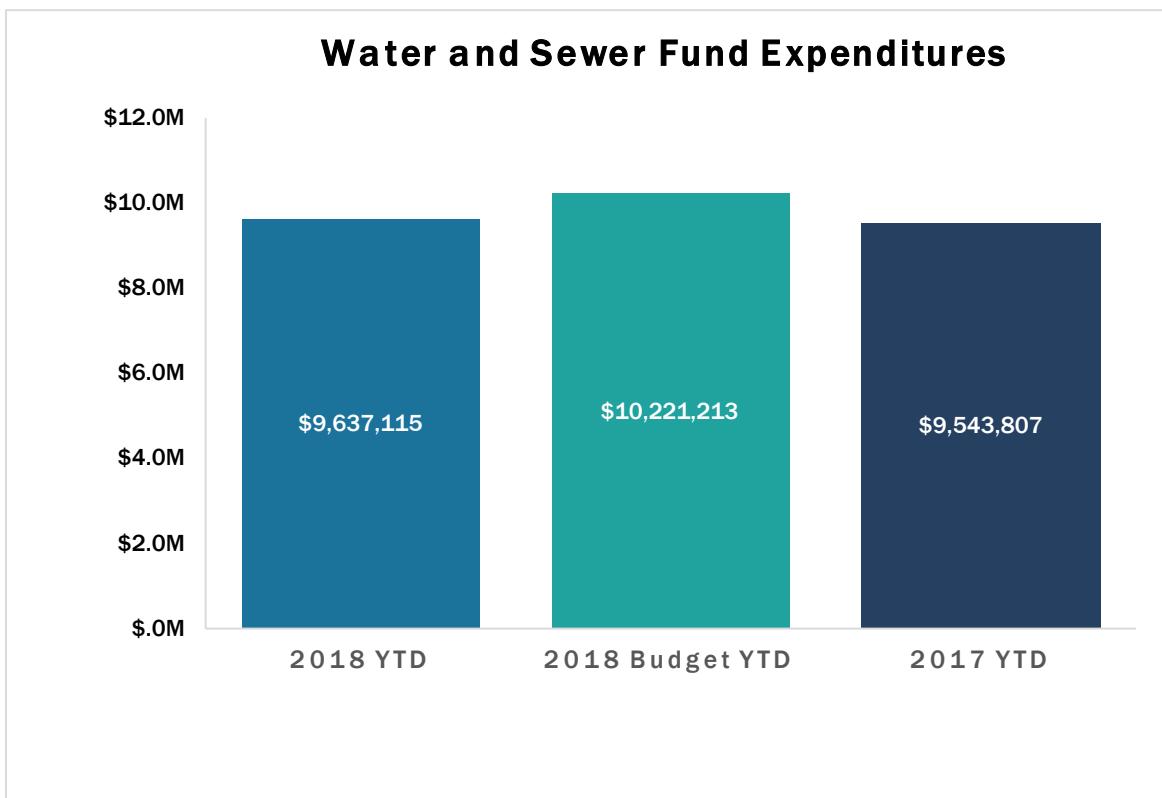
General Fund Expenditures



Water and Sewer Fund Revenues



Water and Sewer Fund Expenditures



City of Kerrville
Financial Summary
For the Month Ended July 31, 2018

Fund	Year to Date		Year to Date		Better / (Worse) than Budget	Year to Date		Change from FY2017	Variance Explanation
	FY2018	Actual	FY2018	Budget		FY2017	Actual		
General Fund									
Revenues									
Property Tax	\$ 9,342,588	\$ 9,383,589	\$ (41,001)	\$ 9,210,059	\$ 132,529				note A
Sales Tax	5,675,258	5,753,721	(78,463)	5,556,359	118,899				note B
Other Revenue	8,812,243	8,582,696	229,548	11,618,385	(2,806,142)				note C
Total Revenue	23,830,089	23,720,006	110,083	26,384,804	(2,554,715)				
Expenditures	21,568,797	22,249,329	680,533	22,581,080	(1,012,284)				note D
Net	2,261,293	1,470,677	790,616	3,803,724	(1,542,431)				
Water and Sewer Fund									
Revenues									
Water Sales	4,693,009	4,486,374	206,635	4,444,725	248,285				note E
Sewer Sales	4,407,769	4,663,383	(255,614)	4,438,636	(30,867)				note F
Reuse	48,901	79,747	(30,846)	51,443	(2,542)				
Other Revenue	1,211,570	610,222	601,348	607,919	603,651				note G
Total Revenue	10,361,249	9,839,726	521,523	9,542,722	818,527				
Expenditures	9,637,115	10,221,213	584,098	9,543,807	93,308				
Net	724,134	(381,486)	1,105,621	(1,085)	725,219				
Golf Fund									
Revenues									
	772,056	832,768	(60,712)	717,215	54,841				
Expenditures									
	752,773	836,906	84,133	748,834	3,939				
Net									
	19,283	(4,138)	23,421	(31,619)	50,902				
Hotel Occupancy Tax Fund									
Revenues									
	1,101,901	985,444	116,457	996,883	105,018				
Expenditures									
	846,957	979,333	132,376	781,450	65,507				
Net									
	\$ 254,944	\$ 6,111	\$ 248,833	\$ 215,433	\$ 39,511				

Notes:

- A. **Property Tax** - The City paid a \$76K tax rebate to James Avery in FY2018. The City initially expected that the first rebate would be due in FY2019, but JAC's building was finished in time to make the rebate due in FY2018. Prior year property tax payments have exceeded budget, offsetting a portion of the JAC payment.
- B. **Sales Tax** - July 2018 sales tax was up 8.26% compared to July 2017, driven by a strong increase in our largest category, retail sales. We have already received sales tax in August and it is up 5.49% compared to August 2017. We still expect to end the year with lower than budgeted sales tax revenue.
- C. **Other Revenue** - FY2017 had a \$2.0 million transfer in related to a capital project that did not recur in FY2018. Additionally, in FY2017 the process for disallowed and bad debt charge offs was still being established with our new EMS biller, Intermedix. That resulted in larger catch up charges later in FY2017 for those items. In FY2018, the charges are being regularly recorded each month, making FY2018 revenue lower than FY2017 revenue when comparing activity through July.
- D. **General Fund Expenditures** - FY2018 expenditures are lower than budget primarily due to staffing vacancies. FY2018 expenditures are lower than FY2017 expenditures due primarily to a \$2.0 million capital project transfer that did not recur in FY2018.
- E. **Water Sales** - Water sales are higher than budget due to lower than average rainfall and new reuse customers using potable water in FY2018 longer than budgeted.
- F. **Sewer sales** - Residential sewer average gallons declined slightly from FY2017 to FY2018 due to water conservation during the sewer averaging period. We anticipate a budget shortfall in this line item that will be offset by better than budgeted water sales.
- G. **Water and Sewer Other Revenue** - FY2018 contains a \$415K transfer in related to the debt refinancing.



**TO BE CONSIDERED BY THE CITY COUNCIL
CITY OF KERRVILLE, TEXAS**

SUBJECT: Appointments to the Recovery Community Coalition.

AGENDA DATE OF: 8/28/2018

DATE SUBMITTED: 8/22/2018

SUBMITTED BY: Cheryl Brown
Interim City Secretary

EXHIBITS: Board Sheet

Expenditure Required: \$0	Current Balance in Account: N/A	Amount Budgeted: N/A	Account Number: N/A
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PAYMENT TO BE MADE TO: N/A

Kerrville 2050 Item?	Yes: <input type="checkbox"/>	No:
Key Priority Area	N/A	
Guiding Principle	N/A	
Action Item	N/A	

SUMMARY STATEMENT:

Two positions due to expire December 31, 2018 that were formerly occupied by City Councilmembers.

RECOMMENDED ACTION:

Make appointments.

RECOVERY COMMUNITY COALITION

	<u>Telephone</u>	<u>Appt.</u> <u>Date</u>	<u>Exp.</u> <u>Date</u>
(8) TREES, DALE Chairperson 115 Plaza Dr. #2007	928-5420 (H) 238-4222 (W) Ext. 510	1-10-17	12-31-18
(4) DRIGGERS, SHAWN 613 Wheless Ave.	285-4536 (H) 895-5969 (W)	01-10-17	12-31-19
(4) ELDER, DAWN 14189 River Vista N. San Antonio, TX 78216	210-289-8662	02-13-18	12-31-19
(5) FITZPATRICK, LEIGHANN 1920 Weston Loop	956-371-5095 (H) 258-5288 (W)	03-13-18	12-31-18
(3) GEISLER, BLAIR 381 A Guadalupe St.	713-972-5001 (C)	01-10-17	12-31-19
(2) GODWIN, LAURA 312 Lytle St.	214-293-7353 (H)	01-10-17	12-31-18
(1) LEICHT, CECIL CODY 134 Loop 13	377-4451 (H)	09-12-17	12-31-18
(8) McCARRICK, CAROL 119 Fawn Ridge Trail	257-9487 (H) 238-4222 Ext. 363	09-12-17	12-31-19
(6) PAUTLER, STEVE 113 Los Cedros Loop	258-7054 (W)	01-10-17	12-31-19
(4) RICHNER, CLAUDIA 3864 Rock Barn Dr.	816-532-0078 (H)	01-10-17	12-31-19
(7) WILLIAMSON, KIM 375 Wilson Creek Rd. Comfort, TX 78013	258-5409	07-28-18	12-31-18
(3) STOLPMAN, RICHARD 115 Plaza Dr. #205	777-9153 (H) 320-304-0736 (C)	01-10-17	12-31-19
(8) YOUNG, KENDALL 3509 La Cumbre Dr.	257-2212 (W) 377-5911 (H)	2-13-18	12-31-19
VACANT			12-31-18

Purpose:	The purpose of the Coalition is to enhance the opportunities for the recovery community to become fully integrated into the fabric of Kerrville. The Coalition shall work toward considering and identifying strategies and techniques for reducing barriers for the recovery community to be fully integrated into the local community as well as to identify and advocate goals and ideas for enhancing positive relationships by and amongst the recovery community.
Qualifications:	At least one member from each of the following, but any of which may include more than one member: (1) owner of a male boarding home facility with a valid permit issued by the City; (2) owner of a female boarding home facility with a valid permit issued by the City; (3) member of the recovering community; (4) citizen of Kerrville with interest in these issues; (5) representative of mental health support organizations such as Kerrville State Hospital; (6) representative of Peterson Health; (7) representative of Hill Country MHDD Centers; (8) representative from a residential addiction treatment facility located within Kerr County.
Powers and Duties:	On an annual basis, or more frequently as deemed proper by the Coalition or City Council, the Coalition should attend and report its conclusions, achievements, ideas, desires, and plans to the City Council. It is recommended that the initial issue with which the Coalition is charged to review is Ordinance No. 2013-06 (Chapter 30, Article I, Code of Ordinances), which addresses the operation of group homes and boarding home facilities operating within the City.
Term of Office:	Each member shall be subject to two-year terms; provided, however, that at the Coalition's organizational meeting, the members shall draw lots to establish the duration of the initial terms, with an exact majority of the members serving an initial term of two years and the remaining members serving a one-year term. The expiration date of all terms shall be December 31 of the year corresponding with the results of the drawing of lots.
Quorum:	Seven members
Number of Members:	Thirteen
Absences:	Any member who misses 25% of the regular meetings or three consecutive regular meetings may be replaced by City Council.
Meeting Time & Place:	Meetings are to be held every other Monday at 4:00 p.m., but at least once each calendar quarter in the upstairs conference room at City Hall.
Established by:	Resolution No. 26-2016
Revised Date:	July 24, 2018



**TO BE CONSIDERED BY THE CITY COUNCIL
CITY OF KERRVILLE, TEXAS**

SUBJECT: Appointment to the Planning & Zoning Commission.

AGENDA DATE OF: 8/28/2018

DATE SUBMITTED: 8/22/2018

SUBMITTED BY: Cheryl Brown
Interim City Secretary

EXHIBITS: Board Sheet

Expenditure Required: \$0	Current Balance in Account: N/A	Amount Budgeted: N/A	Account Number: N/A
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PAYMENT TO BE MADE TO: N/A

Kerrville 2050 Item?	Yes: <input type="checkbox"/>	No:
Key Priority Area	N/A	
Guiding Principle	N/A	
Action Item	N/A	

SUMMARY STATEMENT:

One alternate member position due to expire January 1, 2020..

RECOMMENDED ACTION:

Make appointment.

PLANNING AND ZONING COMMISSION

	<u>Telephone</u>	<u>Orig. Appt.</u>	<u>Re-Appt. Date</u>	<u>Exp. Date</u>
WALLER, ROBERT Chair 33 Antelope Trail	792-6088 (H) 896-2950 (O)	07-09-13	12-13-16	01-01-19
HARMON, GARRETT Vice-Chair 701 Lee Street	895-4510 (O) 285-2151 (C)	06-25-13	12-13-16	01-01-19
BYROM, TRICIA 605 Overhill Drive	267-1668 (H)	06-12-18		01-01-20
JONES, DAVID THOMAS 207 Lakewood	257-5635 (H) 210-289-5483 (C)	12-13-16	01-09-18	01-01-20
ZUBER, RUSTIN 112 Harmon Way 616 Clay St. (mailing)	895-2829 (O) 377-0329 (C) 895-4913 (H)	12-10-13	12-13-16	01-01-19
<u>ALTERNATES:</u>				
MORGAN, WILLIAM 1744 Glen Road	257-6263 (H) 739-9655 (C)	06-12-18		01-01-20
VACANT				01-01-19

CITY STAFF:

Drew Paxton 258-1178 (O)
Executive Director of Development Services

Qualifications:

At least four of the regular members shall be residents and eligible voters of the city; one regular member may reside in the city's extraterritorial jurisdiction (ETJ) and must be an eligible voter of Kerr County. At least one alternate member shall be a resident and eligible voter of the city; one alternate member may reside in the city's extraterritorial jurisdiction (ETJ) and must be an eligible voter of Kerr County.

Powers and Duties:

1. Shall formulate and recommend to the city council for adoption a Comprehensive Plan for the orderly growth and development of the city and its environs. On a yearly basis the commission shall review and if necessary recommend such changes in the plan as it finds will facilitate the movement of people and goods, and the health, recreation, safety and general welfare of the citizens of the city.

2. Shall formulate a zoning plan (ordinance) as may be deemed best to carry out the goals of the Comprehensive Plan; hold public hearings and make recommendations to the city council relating to the creation, amendment, and implementation of zoning regulations and districts as provided in state law.
3. Shall exercise all powers of a commission as to approval or disapproval of plans, plats, or replats as set out by state law and the city's subdivision regulations.
4. Shall initiate for consideration at public hearings, proposals for the original zoning of annexed areas or for the change of zoning district boundaries on an area wide basis.
5. Shall consider and take appropriate action, upon written request, variances as prescribed to the city's subdivision and sign regulations.
6. Shall from time to time recommend such changes to the subdivision regulations, sign regulations, and any other ordinance the city council assigns to their review that will facilitate the general health, safety and welfare of the citizens of the city.

Term of Office:	Two years. No regular member shall serve more than three consecutive full terms on the Commission without having at least one full year off the Commission between terms.
Quorum:	Three (may include an alternate member but only where substitution for and acting as a regular member)
Number of Members:	Five regular members and two alternates.
Meeting Time & Place:	First and third Thursdays, 4:30 p.m., City Hall; Council Chambers.
Absences:	Any member who is absent from twenty-five percent (25%) of the board's regular meetings during any twelve (12) month period, or who is absent from any three (3) consecutive regular meetings, shall be considered for removal by the city council. The staff member has the responsibility of reporting a member's non-attendance to the city council in writing, and the city secretary shall notify the board member in writing that their non-attendance has been reported to the city council. However, a member whose absences are directly related to a medical or family emergency may seek consideration from the board upon which they serve to qualify such absences as excused.
Established by:	Minutes of 12-18-44 Council meeting; amended by Ordinance Nos. 1979-37, 1987-24, and 2008-24 (which deleted from Code of Ordinances book Chapter 82 – Article II – Sections 82-31 through 82-36 and rolled into Zoning Code which is not codified). Rules and Regulations amended by Resolution 180-2001; Rules Governing Conduct amended by Resolution 052-2003; Process for Appointment amended by Resolution 007-2006.

* Appointed as alternate

** Appointed as full member