



KERRVILLE CITY COUNCIL MEETING AGENDA
JANUARY 26, 2021, 6:00 PM
CAILLOUX CITY CENTER
910 MAIN STREET, KERRVILLE, TEXAS



**Council Meeting Procedures during the Disaster Declaration
and Citizen Participation Guidelines**

COVID-19 (Coronavirus) provides a unique concern in that gathering members of the public, City Council, and City staff within a physical setting constitutes a public health risk. On March 16, 2020, the Texas Governor suspended certain requirements of the Open Meetings Act to permit open meetings to occur in a fully, or partially, virtual setting (telephonic/videoconference). The Governor has extended this order each month since this time. At this time, City Council intends to conduct its next meeting as a meeting which the public may attend in person. Due to spacing and occupancy conditions, such meeting will convene at the Cailloux City Center (Municipal Auditorium), 910 Main Street. However, where circumstances dictate and up until the time that the meeting is held, Council may hold its meeting entirely online as part of a virtual meeting; or, as a mixed virtual meeting where some Councilmembers are physically present at the auditorium but one or more members participate via online.

Standard safety protocols will be observed by City Council, City staff, and citizens/visitors attending the meeting. When entering the Municipal Auditorium, attendees will be required to sanitize hands and wear a mask. City employees will then take the temperature of each attendee. Any person with a temperature exceeding 100.2 will not be allowed entry. Masks are required at all times. Six-foot distance seating will be observed and visitor seating will be designated. The public podium will be sanitized between each public speaker.

Citizens wishing to speak shall submit a completed "speaker request form" to the City Secretary before the meeting is called to order and definitely before the item is introduced. Each speaker is limited to four minutes.

The Zoom platform will also be active during this meeting.

Instructions for Zoom callers: The Zoom moderator will begin accepting calls starting at 5:00 p.m. The deadline to place your call is 5:45 p.m. Place your call before the 5:45 p.m. deadline in order to register with the Zoom moderator and participate. Any calls made after the 5:45 p.m. deadline will not be answered, and microphones will be kept muted. Each speaker is limited to four minutes.

Dial the toll free number: **1-800-832-5611**. If the toll free number is not functioning, call the Zoom alternative back-up numbers **1-346-248-7799** or **1-669-900-6833**.

When your call is answered you will hear "**Welcome to Zoom, enter your Meeting ID followed by pound**". Enter in the Meeting ID below followed by the pound sign (#), when prompted, enter the webinar passcode.

The Meeting ID is **984 6306 1838#** Passcode is **337491**.

Once you have called into the meeting, your microphone will be placed on mute and your call will be placed in the call queue. At this point, you will hear silence on the phone. Do not hang up. The moderator will unmute your microphone as he/she is going down the list. Once the workshop has started, you will be able to listen to proceedings even if your microphone is muted.

Note: Zoom is a third party vendor which provides the ability for remote participation. Software changes may be beyond what the City can control. If the City is notified of any issues from the third party vendor, the City will notify citizens and provide alternatives for engagement and participation.

Instructions for written comments: Written comments will be accepted for any agenda items, including Public Hearings. You are required to provide your first and last name, address, and identify the item you wish to comment on. All information must be provided in order for your comments to be read into record. Written comments can be provided two different ways:

- **OPTION 1 by hard copy** – Comments may be dropped off at the City Hall Utility Payments Drop-Box on the north side of City Hall by 5:00 p.m. the afternoon of the Council workshop.
- **OPTION 2 by email** - Comments may be emailed to **shelley.mcelhannon@kerrvilletx.gov** and must be received by 5:00 p.m. the afternoon of the Council meeting. In addition, anyone may email Councilmembers via their City email addresses as specified on the City's website.

Citizens may view and hear City Council meetings on Spectrum Channel 2 or by live-streaming via the City's website (www.kerrvilletx.gov). City Council meetings are recorded and the recordings are posted on the City's website.

Thank you for your participation!



**CITY COUNCIL AGENDA
JANUARY 26, 2021, 6:00 PM
CAILLOUX CITY CENTER
910 MAIN STREET, KERRVILLE, TEXAS**



CALL TO ORDER:

INVOCATION AND PLEDGE OF ALLEGIANCE: *Led by Councilmember Brenda Hughes*

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 PRESENTATIONS:

2.A. [Kerrville Kindness award.](#)

Attachments:

[20210126_Recognition_Kerrville Kindness Award 1-26 Blue Santa.pdf](#)

2.B. [Recognition and commendations for termed Board members.](#)

2.C. [Update on Kerr County Animal Services by Karen Guerriero, City Council Appointee to the Kerr County Animal Services Advisory Board.](#)

Attachments:

[20210126_Presentation_Kerr County Animal Services Update.pdf](#)

3 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. The speaker request form must be submitted to the City Secretary before the item is called or read into record. City Council may not discuss or take any action on an item but may place the issue on a future agenda. Each speaker is limited to four minutes.

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:

4.A. [Resolution No. 07-2021. A Resolution granting the request for decertification of the City's certificate of convenience and necessity \(CCN\) for a specified area in and around the Castlecomb Water System; such system serving a housing development generally located south of the intersection of Peterson Farm Road and Splitrock Road; and authorizing the City Manager and City Attorney to take all action to effectuate the decertification of the City's water utility CCN in the specified Area.](#)

Attachments:

[20210112_Resolution 07-2021 Decert CCN at Castlecomb Subdivision.pdf](#)

[20210126_CSWR letter to City Manager.pdf](#)

[20210126_map_Rough Service Area Map Castlecomb.pdf](#)

- 4.B. Consulting Agreement with TriStem, Ltd. for audit services related to franchise fee and sales tax payers.

Attachments:

20210126_Agreement_TriStem Agreement.pdf

- 4.C. Minutes for the City Council meeting held January 12, 2021.

Attachments:

20210126_Minutes Council regular meeting 6pm 1-12-21.pdf

- 4.D. Minutes for the City Council workshop held January 19, 2021.

Attachments:

20210126_Minutes_Council workshop 1-19-21 10am.pdf

END OF CONSENT AGENDA.

5 RESOLUTION(S):

- 5.A. Resolution No. 09-2021. A Resolution naming the public park located at 1001 Mallard Way as "Granger MacDonald Park".

Attachments:

20210126_Resolution 09-2021 naming 1001 Mallard Way as Granger MacDonald Park.pdf

20210126_Form_Naming request form Granger MacDonald park.pdf

20210126_Granger MacDonald Nomination Background.pdf

6 ORDINANCE(S), FIRST READING:

- 6.A. Ordinance No. 2021-08. An Ordinance amending Chapter 66, "Library," of the Code of Ordinances of the City of Kerrville, Texas; by amending Article II "Library Advisory Board" to increase the composition of the membership of the Library Advisory Board to six members, such that City Council will make four appointments; containing a cumulative clause; containing a savings and severability clause; and providing other matters relating to the subject.

Attachments:

20210126_Ordinance 2021-08 Amending Library Advisory Board membership.pdf

7 ORDINANCES, SECOND READING:

- 7.A. Ordinance No. 2021-01, second reading. An Ordinance annexing an approximate 33.81 acre tract of land out of the Samuel Wallace Survey No. 113, Abstract No. 347, into the corporate limits of the City of Kerrville, Texas; said tract generally located in the 3200 block of Loop 534 (Veterans Highway).

Attachments:

20210126_Ordinance 2021-01 Annexing Loop 534 property - second reading.pdf

- 7.B. Ordinance No. 2021-02, second reading. An Ordinance vacating, abandoning, and closing a public right-of-way consisting of a portion of a sixteen foot wide alley, which was originally located in its entirety between Francisco Lemos Street and Hays Street; said portion consisting of approximately 0.0508 acres out Block 48 of the Chas Schreiner 2nd Addition to the City of Kerrville; making a finding that the alley is not required for present or future public use; authorizing the City Manager to take all necessary action to effectuate the vacation, abandonment, closure, and quitclaim; and providing for a public hearing.

Attachments:

20210126_Ordinance 2021-02 HEB purchase of ROW alley closure - second reading.pdf

- 7.C. 2018 Building and Related Codes. The following items will be presented and considered together as one item:

7C (1) Ordinance No. 2021-03, second reading. An Ordinance amending Section 26-32 of Chapter 26 "Building and Building Regulations" of the Code of Ordinances of the City of Kerrville, Texas, in its entirety by adopting the International Residential Code, 2018 Edition, for one- and two-family dwellings, regulating the construction, enlargement, alteration, repair, removal, demolition, conversion, occupancy, equipment, use, height, area, and maintenance of all one- and two-family

dwelling and multiple single-family dwellings (townhouses) within the city; adopting local amendments; and renumbering Section 26-1 concerning the moving of a house upon city streets.

7C (2) Ordinance No. 2021-04, second reading. An Ordinance amending Section 26-31 of Chapter 26 "Building and Building Regulations" of the Codes of Ordinances of the City of Kerrville, Texas, in its entirety by adopting the International Building Code, 2018 Edition, regulating the construction, enlargement, alteration, repair, removal, demolition, conversion, occupancy, use, height, area, and maintenance of all buildings or structures within the city except one-and two-family dwellings and multiple single-family dwellings (townhouses), and including the National Electrical Code as referenced herein; adopting local amendments; and adopting a new Section 26-38 to require a permit for the construction of a fence.

7C (3) Ordinance No. 2021-05: second reading, adoption of an Ordinance amending Articles II, III, IV, V, and VI Chapter 26 "Building and Building Regulations" of the Code of Ordinances of the City of Kerrville, Texas, in their entirety by adopting the existing International Building Code, National Electrical Code, International Plumbing Code, International Fuel Gas Code, International Mechanical Code, International Energy Conservation Code, and the International Swimming Pool and Spa Code, 2018 Editions; and adopting local amendments to each code.

7C (4) Ordinance No. 2021-06, second reading. An Ordinance amending Chapter 50 "Fire Prevention and Protection" of the Code of Ordinances of the City of Kerrville, Texas, by deleting Sections 50-2 and 50-3; adding a new Section 50-5, to adopt the National Fire Prevention Association 101, Life Safety Code, 2018 Edition; and adopting local amendments to said code.

Attachments:

[20210126_Ordinance 2021-03 Adoption of 2018 International Residential Code - second reading.pdf](#)

[20210126_Ordinance 2021-04 Adoption of 2018 International Building Code - second reading.pdf](#)

[20210126_Ordinance 2021-05 Adoption of 2018 Mechanical Code - second reading.pdf](#)

[20210126_Ordinance 2021-06 Adoption of 2018 Fire Code - second reading.pdf](#)

8 CONSIDERATION AND POSSIBLE ACTION:

8.A. Resolution No. 08-2021. A Resolution amending the City of Kerrville Fee Schedule by adopting a fee to be charged with respect to an application for a fence permit.

Attachments:

[20210126_Resolution 08-2021 Amending Fee Schedule - Fence Permit.pdf](#)

8.B. Development and Management Agreement between the City of Kerrville and the Heart of the Hills Heritage Center and the Concept Plan and Budget for the project.

Attachments:

[20210126_Development Management Agreement_HHHC.pdf](#)

[20210126_Presentation_HHHC Dev Mgmt Agreement Deal Points.pdf](#)

[20210126_Presentation_HHHC Concept Plan and Budget.pdf](#)

8.C. Purchase of a 2021 Ford Transit Van in the amount of \$94,207.60 from Ken Stoepel Ford, Waldoch, & Kwiksigns, to be used as a Neighborhood Enhancement Vehicle to include library services.

Attachments:

[20210126_Quote_BHML NET Vehicle.pdf](#)

[20210126_PowerPoint_NET Vehicle City Council Presentation.pdf](#)

8.D. Professional Service Agreement with Freese and Nichols, Inc. to update the City of Kerrville Water & Wastewater Master Plan.

Attachments:

[20210126_Scope_ Water Wastewater Master Plan Update.pdf](#)

8.E. Agenda distribution timeframes and City Council regular meetings date and time. Requested by Councilmember Clarkson and Councilmember Cochrane.

- 8.F. [City's ongoing preparedness and response to COVID-19 \(Coronavirus\).](#)
- 8.G. [Declaration of local state of disaster due to a public health emergency, March 20, 2020.](#)
Attachments:
[20200922_Resolution_16-2020 Extending Mayor's Disaster Declaration Covid-19 7-28-20.pdf](#)

9 INFORMATION & DISCUSSION:

- 9.A. [Financial update for the month ended December 31, 2020.](#)
Attachments:
[20210126_Presentation_Financial Update.pdf](#)

10 ITEMS FOR FUTURE AGENDAS:

City Council may suggest items or topics for future agendas.

11 EXECUTIVE SESSION:

City Council may, as permitted by law, adjourn into executive session at any time to discuss any matter listed above 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.

12 ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF ANY:

ADJOURN.

I hereby certify that this agenda was posted as notice of the meeting on the bulletin board at the City Hall of the City of Kerrville, Texas, and on the City's website on the following date and time: January 22, 2021 at 3:00 p.m. and remained posted continuously for at least 72 hours preceding the scheduled time of the meeting.

Shelley McElhannon

Shelley McElhannon, City Secretary, City of Kerrville, Texas
