

AGENDA FOR REGULAR MEETING

KERRVILLE CITY COUNCIL

TUESDAY, JANUARY 24, 2012, 6:00 P.M.

CITY HALL COUNCIL CHAMBERS

800 JUNCTION HIGHWAY, KERRVILLE, TEXAS

Agenda Item:

(Staff)

2A. Approval of the minutes of the special city council meeting held January 6, 2012.

CITY COUNCIL MINUTES
SPECIAL MEETING

KERRVILLE, TEXAS
JANUARY 6, 2012

On January 6, 2012, the Kerrville City Council special meeting was called to order by Mayor Wampler at 9:06 a.m. in the city hall council chambers, 800 Junction Highway.

COUNCILMEMBERS PRESENT:

David Wampler	Mayor
Carson Conklin	Councilmember
T. Scott Gross	Councilmember
Stacie Keeble	Councilmember

COUNCILMEMBER ABSENT:

Gene Allen	Mayor Pro Tem
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CITY EXECUTIVE STAFF PRESENT:

Todd Parton	City Manager
Mike Hayes	City Attorney
Brenda G. Craig	City Secretary
Kristine Ondrias	Assistant City Manager
Mike Erwin	Director of Finance
Charlie Hastings	Director of Public Works
Kim Meisner	Director of General Operations
Mindy Wendele	Director of Business Programs
Robert Ojeda	Fire Chief

VISITORS PRESENT: List is on file in city secretary's office.

1. Land Use Planning Assumptions for Wastewater System Planning:

Mr. Parton noted the council recently approved a contract with Freese & Nichols for evaluation of the city's wastewater treatment plant and master plan; in preparation for that evaluation, staff requested the city council review the 2007 growth assumptions. He noted the capital improvement plan (CIP) was based on the 2007 assumptions, which he felt were too aggressive based on current information and trends. The projects currently underway were necessary to address capacity and maintenance issues. He stated that these projections were the first step in the wastewater study and would be used as the basis for other planning and budgetary purposes.

Ms. Ondrias noted the assumptions presented to council were based in part on the 2007 assumptions; however, existing conditions found those assumptions to be too aggressive as population and new construction projections had not been met. She reviewed projects currently under construction or planned for construction and how those projects would improve the city's infrastructure.

Mr. Parton noted the current \$18 million CIP included projects that would address existing service level issues and help create capacity for growth; however, the city needed to invest in the core infrastructure system to meet future growth and future needs should be based on a set of assumptions that were neither too conservative nor too aggressive.

The following points were also discussed by staff and council:

- The living unit equivalent was based on 2.1 persons per household.
- 503 single family residential platted lots were available for development in the city; additional lots were available in other developments and infill lots were available throughout city.
- Water records noted 283 inactive meters; most likely due to housing vacancies.
- City should focus on improvements to core infrastructure, and utility expansion in potential commercial and mixed use growth areas in the city.
- City should develop a long term water conservation plan.
- There had been discussion in the past of the city being a regional supplier of water; the city should operate on the principle of what was in the best interest and benefit of the citizens of the city.
- Suggested that the map of proposed development and expansion areas be provided to developers for their comments.

2. Discussion of Future Steps for the Wastewater System Master Plan Update:

Ms. Ondrias noted two additional city council meetings were proposed:

1. Consultant meet with council to review several scenarios for the wastewater treatment plant.
2. Review and adopt wastewater master plan and capital improvement plan.

ADJOURNMENT. The meeting adjourned at 10:40 a.m.

APPROVED: _____

David Wampler, Mayor

ATTEST:

Brenda G. Craig, City Secretary

Agenda Item:

2B. A resolution ordering that a general election be held on May 12, 2012, for the election of a mayor and two city councilmembers; appointing election judges; adopting an electronic counting system; establishing a central counting station; appointing a central counting station manager; appointing a tabulation supervisor; appointing the central counting station presiding judge; and authorizing early processing of ballots. (staff)

**BUSINESS OF THE CITY COUNCIL
CITY OF KERRVILLE, TEXAS**

SUBJECT: Resolution ordering City Council General Election on May 12, 2012;
appointing election judges; and establishing a central counting station

FOR AGENDA OF: January 24, 2011 **DATE SUBMITTED:** January 9, 2011

SUBMITTED BY: Brenda Craig, *BC* **CLEARANCES:** Todd Parton, City Manager
City Secretary Mike Hayes, City Attorney

EXHIBITS: Resolution and Election Calendar

AGENDA MAILED TO:

APPROVED FOR SUBMITTAL BY CITY MANAGER: *JP*

Expenditure Required:	Current Balance in Account:	Amount Budgeted:	Account Number:
\$	\$	\$	

PAYMENT TO BE MADE TO:

REVIEWED BY THE DIRECTOR OF FINANCE:

SUMMARY STATEMENT

The attached resolution orders a General Election to be held on Saturday May 12, 2012, to elect one mayor and two councilmembers whose terms will expire as follows:

Mayor – David Wampler
Councilmember Place Three – T. Scott Gross
Councilmember Place Four – Gene Allen.

The period for filing an application for a place on the ballot is February 4 through March 5, 2012; write-in candidates may file through March 5, 2012.

Approval of the resolution will establish the period of early voting by personal appearance, appoint election judges, establish the central counting station, and establish the date and time for canvassing the election. The city secretary recommends the following:

1. Early voting by personal appearance be held April 30 through May 8 at the Cailloux City Center at 910 Main Street as follows:

- Monday, April 30 and Tuesday, May 1: 7 a.m. to 7 p.m.
- Wednesday, May 2 through Tuesday, May 8: 8 a.m. to 5 p.m.

2. Election Day is Saturday, May 12, 2012, from 7:00 a.m. to 7:00 p.m. at the Cailloux City Center at 910 Main Street.

3. Appoint the following election judges:
Eugenia Webb, election judge
Helen Herget, alternate election judge; and
Pam Cornett, early voting ballot board judge.
4. Establish the location of the central counting station as the county voter registrar's office at the Kerr County Courthouse, 700 Main Street, and appoint the central counting station workers as follows:
Cindy Guardiola, central counting station presiding judge; and
Jennifer Favour, tabulation supervisor; and
Michele Schneider, central counting station manager.
5. Official canvass of the election be held on May 22, 2012, at 10:00 a.m.

RECOMMENDED ACTION

The city secretary recommends approval of the resolution calling the General Election on May 12, 2012, and related matters.

**CITY OF KERRVILLE, TEXAS
RESOLUTION NO. -2012**

A RESOLUTION ORDERING THAT A GENERAL ELECTION BE HELD ON MAY 12, 2012, FOR THE ELECTION OF ONE MAYOR AND TWO COUNCILMEMBERS; APPOINTING ELECTION JUDGES; ADOPTING AN ELECTRONIC COUNTING SYSTEM; ESTABLISHING A CENTRAL COUNTING STATION; APPOINTING A CENTRAL COUNTING STATION MANAGER; APPOINTING A TABULATION SUPERVISOR; APPOINTING THE CENTRAL COUNTING STATION PRESIDING JUDGE; AND AUTHORIZING EARLY PROCESSING OF BALLOTS

WHEREAS, Section 2.03 of the City Charter establishes that terms of offices for Councilmembers shall be for two years and until their successor is elected; and

WHEREAS, the term of office for Mayor, Councilmember Place Three, and Councilmember Place Four, will expire in May 2012; and

WHEREAS, the City Council of the City of Kerrville, Texas, finds it to be in the public interest to call a general election to be held on May 12, 2011, for the election of persons to the offices of Mayor, Councilmember Place Three and Councilmember Place Four; and

WHEREAS, in order to more efficiently conduct the counting of ballots for the May 12, 2012, general election for the City of Kerrville, the City Council finds it to be in the public interest to appoint various officials and to adopt certain procedures for conducting said election;

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

SECTION ONE. A general election is ordered to be held in the City of Kerrville, Texas, on the 12th day of May 2012 for the purpose of electing persons to the offices of Mayor, Councilmember Place Three and Councilmember Place Four for the City of Kerrville, Texas.

SECTION TWO. The method of voting shall be by the Hart Voting System, which is an electronic touch screen voting system.

SECTION THREE. The municipal polling place for such election shall be the Kathleen C. Cailloux City Center of the Performing Arts, 910 Main Street, Kerrville, Texas, 78028.

SECTION FOUR. On election day, the polls shall be open from 7:00 AM to 7:00 PM. Early voting shall be conducted at the Kathleen C. Cailloux City Center of the Performing Arts, 910 Main Street, Kerrville, Texas, 78028, April 30 through May 8 as follows:

Monday, April 30, 2012: 7:00 AM to 7:00 PM

Tuesday, May 1, 2012: 7:00 AM to 7:00 PM

Wednesday, May 2 through Tuesday, May 8, 2012: 8:00 AM to 5:00 PM

SECTION FIVE. Applications for ballot by mail shall be addressed to: Nadene Alford, Kerr County Courthouse, 700 Main Street, Kerrville, Texas, 78028, and must be received no later than 5:00 PM on May 4, 2012.

SECTION SIX. The following persons are appointed as election judges pursuant to Texas Election Code §32.005 for the election to be held on May 12, 2012, inclusive of the early voting period:

Eugenia Webb – Election Judge

Helen Herget – Alternate Election Judge

Pam Cornett – Early Voting Ballot Board Judge

SECTION SEVEN. In accordance with Texas Election Code §127.001, the City Council of the City of Kerrville, Texas, hereby declares that ballots for the May 12, 2012, City election shall be electronically counted by using the Hart E Scan System owned by Kerr County.

SECTION EIGHT. In accordance with Texas Election Code §127.001, the City Council hereby establishes that the central counting station for the counting of ballots in the May 12, 2012, election will be located in the Kerr County Juvenile Facility, 3501 Legion Drive, Kerrville, Texas.

SECTION NINE. That in accordance with Texas Election Code §127.005, Cindy Guardiola is appointed to serve as presiding judge of the central counting station for the May 12, 2012, City election.

SECTION TEN. In accordance with Texas Election Code §127.003, Jennifer Favour is appointed to serve as tabulation supervisor for the May 12, 2012, City election.

SECTION ELEVEN. In accordance with Texas Election Code §127.002, Michele Schneider is appointed to serve as central counting station manager for the May 12, 2012, City Council election.

SECTION TWELVE. In accordance with Texas Election Code §127.124, the City Council hereby authorizes that the ballots cast during the early voting period for the May 12, 2012, City election may be processed on or after 9:00 AM on May 12, 2012.

SECTION THIRTEEN. City Council will conduct the official canvass of the election at a special meeting on Tuesday, May 22, 2012, beginning at 10:00 AM in the Council Chambers, City Hall, 800 Junction Highway.

PASSED AND APPROVED ON this the _____ day of _____ A.D., 2012.

David Wampler, Mayor

APPROVED AS TO FORM:



Michael C. Hayes, City Attorney

ATTEST:

Brenda G. Craig, City Secretary

CITY COUNCIL CANDIDATE ELECTION CALENDAR

FROM: Brenda G. Craig, City Secretary
DATE: January 3, 2012
SUBJECT: City Council Election to be held May 12, 2012

This memo gives the dates for the various actions connected with the city election to be held on May 12, 2012, and list the councilmembers whose terms are expiring. Please mark these dates on your calendar.

- Feb. 4- Mar. 5 Candidate may file application for place on ballot from 8 a.m. to 5 p.m. Monday-Friday. The name of the candidate and place for which he is filing will be affixed by the city secretary at the time of issuance of a petition form.
- Feb. 4- Mar. 5 Write-in candidate may file to declare candidacy at city secretary's office from 8 a.m. to 5 p.m., Monday through Friday.
- Mar. 14 City Secretary conducts drawing for order of names on ballot at 3 p.m.
- Apr. 12 Last day for filing first report of campaign contributions and expenditures in city secretary's office.
- Apr. 12 Last day for submitting voter registration application or for requesting transfer of registration in time to vote in the election.
- Apr. 30- May 8 Early voting by personal appearance at Cailloux City Center at 910 Main Street; April 30 through May 8 as follows:
- Monday, April 30: 7 a.m. to 7 p.m.
- Tuesday, May 1: 7 a.m. to 7 p.m.
- Wednesday, May 2 through Tuesday, May 8: 8 a.m. to 5 p.m.
- May 4 Last day for filing second report of campaign contributions and expenditures in city secretary's office.
- May 12 ELECTION DAY, voting from 7 a.m. to 7 p.m. at Cailloux City Center, at 910 Main Street. Early voting results will be available at the Kerr County Juvenile Facility, 3501 Legion Drive after 7 p.m., and the unofficial tabulation results of election day will be available after 7:30 p.m. at the Kerr County Juvenile Facility, 3501 Legion Drive.
- May 22 City council meeting at 10 a.m. to officially canvass election returns by City Council, certificates of election issued, oaths of office given, newly elected officers assume duties, and mayor pro tem may be elected by city council.
- May 22 Regular city council meeting at 6:00 p.m. at city hall, 800 Junction Highway.
- July 16 Last day for filing semiannual report of campaign contributions and expenditures.

Councilmembers whose terms are expiring are:
Mayor – David Wampler
Place Three – T. Scott Gross
Place Four – Gene Allen

SAMPLE

ORDER OF ELECTION FOR MUNICIPALITIES

An election is hereby ordered to be held on May 12, 2012 for the purpose of:
(date)

Elect one mayor and two councilmembers

Early voting by personal appearance will be conducted each weekday at 910 Main Street,
Kathleen C. Cailloux City Center for Performing Arts
(location)

Recommended but not required

7:00 a.m. - 7:00 p.m. April 30 and May 1, 2012
between the hours of 8:00 a.m. and 5:00 p.m. beginning on May 2, 2012
(date)

and ending on May 8, 2012
(date)

Applications for ballot by mail shall be mailed to:

Diane Bolin
(Name of Early Voting Clerk)
700 Main Street
Kerr County Courthouse
(Address)
Kerrville, TX 78028
(City) (Zip Code)

Applications for ballots by mail must be received no later than the close of business on

May 4, 2012
(date)

Issued this the 24th day of January, 2012.

Signature of Mayor

Signature of Councilperson

Signature of Councilperson

Signature of Councilperson

Signature of Councilperson

Signature of Councilperson

Instruction Note: A copy of this election order must be delivered to the County Clerk/Elections Administrator and Voter Registrar not later than 60 days before election day.

**SAMPLE FOR CITY ELECTIONS
NOTICE OF GENERAL ELECTION
(AVISO DE ELECCION GENERAL)**

To the registered voters of the City of Kerrville, Texas:

(a los votantes registrados del Ciudad de Kerrville, Texas):

Notice is hereby given that the polling places listed below will be open from 7:00 a.m. to 7:00 p.m., on May 12, 2012, for voting in a general election to elect 1 mayor and 2 councilmembers.

(Notifíquese, por las presente, que las casillas electorales citadas abajo se abrirán desde las 7:00 a.m. hasta las 7:00 p.m. el 12 de Mayo de 20 12 para votar en la Elección General para elegir Uno Alcalde, dos concejales.)

**LOCATION(S) OF POLLING PLACES
(DIRECCION(ES) DE LAS CASILLAS ELECTORALES)**

**Kathleen C. Cailloux City Center for Performing Arts,
910 Main Street, Kerrville, Texas**

Early voting by personal appearance will be conducted each weekday at

(La votación adelantada en persona se llevará a cabo de lunes a viernes en)

**Kathleen C. Cailloux City Center for Performing Arts,
910 Main Street, Kerrville, Texas**

(location) (sitio)

Recommended but not required

between the hours of 7:00 a.m. and 7:00 p.m. beginning on (entre las 7:00 de la mañana y las 7:00 de la tarde empezando el April 30/May 1, 2012 (30 Abril/1 Mayo, 2012)

(date) (fecha)
8:00 a.m.-5:00 p.m. May 2 (8:00 a.m. -5:00 p.m.

and ending on (y terminando el) May 8, 2012 (2 de Mayo)
(date) (fecha) (8 de Mayo, 2012)

Applications for ballot by mail shall be mailed to:

(Las solicitudes para boletas que se votarán en ausencia por correo deberán enviarse a:)

Diane Bolin
(Name of Early Voting Clerk)

(Nombre del Secretario(a) de la Votación Adelantada)

Kerr County Courthouse
700 Main Street
(Address) (Dirección)

Kerrville, TX 78028
(City) (Ciudad) (Zip Code) (Zona Postal)

Applications for ballots by mail must be received no later than the close of business on May 4, 2012

(Las solicitudes para boletas que se votarán en ausencia por correo deberán recibirse para el fin de las horas de negocio el)

4 de Mayo, 2012
(date) (fecha)

Issued this the 24th day of January, 20 12.
(Emitida este día 24th de Enero, 20 12.)

Signature of Mayor (Firma del Alcalde)

Agenda Item:

2B. Una resolución que pide que una elección general se lleve a cabo el 12 de Mayo de 2012, para la elección de alcalde y dos miembros del ayuntamiento de la ciudad; nombrar un gerente público para la estación de cuentas central; nombrar un supervisor de la tabulación; establecer la estación de cuentas central; nombrar un supervisor de tabulación; establecer la estación central de cuentas; nombrando su juez; autorizando el proceso temprano de las balotas de la elección general, que se llevará a cabo el 12 de Mayo de 2012. (staff)

**AYUNTAMIENTO
DE LA CIUDAD DE KERRVILLE, TEXAS**

TEMA: Elección general del Ayuntamiento de la resolución que ordena el 12 de Mayo de 2012, y Elejir y llenar la posicion de Juezes y establecer el lugar donde se llevara acabo

AGENDA : Enero 24, 2012

FECHA SOMETIDA: Enero 9, 2012

SOMETIDA POR: Brenda Craig *BC*
Secretaria de la Ciudad

SEPARACIONES: Todd Parton, Administrado
de la Ciudad
Mike Hayes, Abogado de la
Ciudad

OBGETIVOS: Calendario de la Resolucion

AGENDA ENVIADA A:

APPROVADA Y SOMETIDA POR EL ADMINISTRADOR MUNICIPAL: *[Signature]*

RESUMEN DE LA DECLARACION

La resolution de este documento es mandatoria para la election General que se llevara a cabo el Sabado 12 del mes de Mayo del 2012. Para elejir uno alcalde, dos miembros del consejo quienes sus terminos terminaran, ellos son:

Alcalde – David Wampler
Miembro del consejo Plazo Tres – T. Scott Gross
Miembro del Consejo Plazo Cuatro – Gene Allen

El periodo para llenar la application para un lugar en la boleta se llevara acabo el 4 de Frebero hasta el 12 de Marzo, del 2012. Los candidatos inscritos pueden applicar hasta el 5 de Marzo del 2012.

La resolution aprobada establecera el periodo del voto temprano personal
Y establecida por la fecha y tiempo para la solicitud de votos
De elecciones. La Secretaria de la Ciudad recomienda lo siguiente:

1. El voto temprano personal comenzara el 30 Abril hasta el dia 8 de Mayo en El Cailloux Centro Publico obicado en La calle Main numero 910, Horario:

- Lunes, 30 Abril: 7 a.m. to 7 p.m.
- Martes, 1 de Mayo: 7 a.m. to 7 p.m.
- Miercoles, 2 de Mayo hasta el Martes, 8 de Mayo: 8 a.m. to 5 p.m.

2. El dia electoral sera el Sabado 12 del mes de Mayo, 2012, de las 7:00 a.m hasta alas 7:00 p.m. en El Cailloux Centro Publico obicado en La calle Main numero 910.

3. Nombramiento de los siguientes solicitadores de votos:

Eugenia Webb, Juez de Eleccion

Helen Herget, Suplente Juez de Eleccion

Pam Cornett, Juez de votacion temprano de bolletas.

4. Establecer el lugar central para la votacion que se encuentra en la oficina de la corte localizada en el condado de Kerr, localizada en la calle main numero 700. Elejir los siguientes trabajadores de cuenta centrales:

Cindy Guardiola, Presidente del tribunal de cuentas centrales

Jennifer Favour, Supervisor de tabulacion

Michele Schneider, Gerente de cuentas centrales.

5. La eleccion official se llevara acabo el 22 de Mayo del 2012, alas 10:00 a.m.

ACTION RECOMENDADA

La Secretaria de la Ciudad recomienda la aprovanza de la eleccion general se lleve acabo el 12 de Mayo del 2012, para establecer el periodo del voto temprano personal. Y establecer la fecha y hora para la eleccion general y de asuntos relacionados el 12 de Mayo del 2012, alas 10:00 a.m., 22 de Mayo, 2012.

CALENDARIO DE LA ELECCIÓN DEL AYUNTAMIENTO DE LA CIUDAD

Este memorándum da las fechas para las varias acciones conectadas con la elección municipal que se tiene lugar el 12 de mayo, 2012 y lista los concejales cuyos períodos se acabarán.

4 Feb. – 5 Mar.	El candidato puede registrar su aplicación para una posición en la balota desde las 8 a.m. hasta las 5 p.m. Lunes-Viernes. El nombre del candidato y la posición para que registre será añadido por el Oficinista de la Ciudad a la emisión de una forma de petición.
4 Feb. – 5 Mar.	Un candidato no oficial (añadido por escrito) puede registrar para declarar su candidatura en la oficina del Oficinista de la Ciudad para a las 8 a.m.- 5 p.m. Lunes – Viernes.
14 Mar.	El Oficinista de la Ciudad hace un sorteo para la orden de los nombres en la balota a las 3 p.m.
12 Abr.	El último día para entregar la aplicación para la inscripción de votante o para pedir cambio de inscripción con tiempo para votar en la elección.
30 Abr.– 8 Mayo	Votar temprano por aparecer personalmente al Cailloux City Center en 910 Main Street de la noche y el 30 de abril, 8 de mayo: - Lunes, 30 Abril: 7 a.m. to 7 p.m. - Martes, 1 Mayo: 7 a.m. to 7 p.m. - Miercoles, 2 de de mayo hasta el Martes, 8 de Mayo, 8 a.m. to 5 p.m.
12 Mayo	DÍA DE ELECCIÓN, se puede votar desde las 7 a.m. hasta las 7 p.m. en Cailloux City Center, en 910 Main Street. Los resultados del voto temprano serán disponibles en la corte del condado de Kerr a las 7 p.m., y los resultados del día de la elección serán disponibles a eso de las 7:30 p.m. poco más tarde en la corte.
22 Mayo	La reunión del Ayuntamiento de la Ciudad a las 10 a.m. para examinar oficialmente los resultados de la elección por el Ayuntamiento de la Ciudad, entregar certificados de la elección, dar juramentos de oficio, los delegados recientemente elegidos asumen el cargo, y escoger el alcalde <i>pro tem</i> elegido por el Ayuntamiento.
22 Mayo	La reunion regular del Ayuntamiento de la Cuidad a las 6:00 p.m. a la oficina del ayuntamiento, 800 Junction Highway.

Los concejales cuyos períodos se acabarán son:

Alcalde – David Wampler
 Lugar Tres – T. Scott Gross
 Lugar Cuatro – Gene Allen

CIUDAD DE KERRVILLE, TEXAS
RESOLUCION NO. -2012

UNA RESOLUCIÓN QUE PIDE QUE UNA ELECCIÓN GENERAL SE LLEVE A CABO EL 12 DE MAYO DE 2012, PARA LA ELECCIÓN DE UNO ALCALDE, DOS MIEMBROS DEL AYUNTAMIENTO DE LA CIUDAD: NOMBRAR UN GERENTE PÚBLICO PARA LA ESTACIÓN DE CUENTAS CENTRAL: NOMBRAR UN SUPERVISOR DE LA TABULACIÓN: ESTABLECER LA ESTACIÓN DE CUENTAS CENTRAL: NOMBRAR UN SUPERVISOR DE TABULACIÓN: ESTABLECER LA ESTACIÓN CENTRAL DE CUENTAS: NOMBRANDO SU JUEZ: AUTORIZANDO EL PROCESO TEMPRANO DE LAS BALOTAS DE LA ELECCIÓN GENERAL, QUE SE LLEVARÁ A CABO EL 12 DE MAYO DE 2012.

CONSIDERANDO QUE la sección 2.03 de la Carta Constitucional de la Ciudad establece que los términos de los cargos para los miembros del ayuntamiento serán por dos años, y hasta que se elija se sucesor, y

CONSIDERANDO QUE el término de Alcalde, Miembro del Ayuntamiento del Lugar Número Tres, y de Miembro del Ayuntamiento Lugar Número Cuatro, expirará en Mayo de 2012: y

CONSIDERANDO QUE el Ayuntamiento de la Ciudad de Kerrville, Texas, encuentra el estar en el interés público el llamar una elección general que tendrá lugar el 12 de Mayo de 2012, para la elección de personas para los cargos de Alcalde, Miembro Ayuntamiento de Lugar Tres, y Miembro de Ayuntamiento Lugar Cuatro, y

CONSIDERANDO QUE el modo más eficiente para contar las balotas el día 12 de Mayo, del 2012, para la elección general de la Ciudad de Kerrville, El Ayuntamiento pone interés en nombrar varios oficiales y en adoptar ciertos procedimientos y métodos públicos para la elección.

AHORA, POR LO TANTO, SE HA RESUELTO POR EL AYUNTAMIENTO DE LA CIUDAD DE KERRVILLE, CONDADO DE KERR, TEXAS:

SECCIÓN UNO. Una elección general se llevará a cabo en la Ciudad de Kerrville, Texas, el 12 de Mayo, de 2012, con el propósito de elegir a personas a los cargos de Alcalde, Miembro del Ayuntamiento Lugar Tres, y Miembro del Ayuntamiento Lugar Cuatro, para la Ciudad de Kerrville, Texas.

SECCIÓN DOS. El método de votación será por el Sistema de Votación de Hart, que es un sistema de votación con una pantalla de tacto electrónico.

SECCIÓN TRES. El sitio de votación para tal elección será el Kathleen C. Caillous City Center of Performing Arts, 910 Calle Main, Kerrville, Texas, 78028.

SECCIÓN CUATRO. El día de la elección, los sitios de votación estarán abiertos a partir de las 7:00 AM hasta las 7:00 PM. La votación temprana tomará lugar en el Kathleen C. Cailloux City Center of the Performing Arts, 910 Calle Main, Kerrville, Texas, 78028, desde el 30 de Abril hasta el día 8 de Mayo.

-Lunes, 30 de Abril, 7:00 AM hasta 7:00 PM

-Martes, 1 de Mayo, 7:00 AM hasta 7:00 PM

-Miércoles, 2 de Mayo hasta el Martes, 8 de Mayo, 8:00 AM hasta 5:00 PM

SECCIÓN CINCO: Las solicitudes para una balota por correo se dirigirán a: Nadene Alford, Kerr County Courthouse, 700 Main Street, Kerrville, Texas, 78028, y se deben recibir no más tarde que las 5:00 PM el día 4 de Mayo, de 2012.

SECCIÓN SEIS: Las siguientes personas se nombran como jueces de la elección, según el Código Electoral No. 32.005 para la elección del 12 de Mayo, 2012, inclusive el periodo de votación temprana.

Eugenia Webb - Juez de la elección
Helen Herget - Juez alternativo
Pam Cornett - Juez de las balotas del voto temprano.

SECCIÓN SIETE: De acuerdo con la acordancia de la elección de Texas Código 127.001, el Ayuntamiento establece por este medio que la cuenta central para contar las balotas para el 12 de Mayo de 2012, para la elección de la Ciudad, serán electronicamente contadas, usando el sistema Hart E. Scan, poseído por el Condado de Kerr.

SECCIÓN OCHO: De acuerdo con la acordancia de la elección de Texas, Código 127.001, el Ayuntamiento establece por este medio, que la cuenta central para contar las balotas de la elección el 12 de Mayo, 2012, se llevará a cabo en la oficina de la Kerr County Juvenile Facility, 3501 Legion Drive en Kerrville, Texas.

SECCION NUEVE: De acuerdo con la acordancia de la elección de Texas, Código 127.005, Cindy Guardiola se ha designado para servir como Presidente del Tribunal de la estación de cuentas central de la elección de la Ciudad el 12 de Mayo, de 2012.

SECCIÓN DIEZ: De acuerdo con la acordancia de la elección de Texas, Código 127.03, Jennifer Favour es designada a servir como supervisora de tabulación en la elección de la Ciudad el 12 de Mayo, de 2012.

SECCIÓN ONCE: De acuerdo con la acordancia de la elección de Texas, Código 127.02, Michele Schneider es designada a servir como Gerente de la Estación de Cuentas Centrales para el 12 de Mayo, del 2012, Elección del Ayuntamiento.

SECCIÓN DOCE: De acuerdo con la acordancia de la elección de Texas, Código 127.124, el Ayuntamiento de la Ciudad autoriza, por este medio, que las balotas sometidas durante el periodo del voto temprano el 12 de Mayo, del 2012, en la elección de la Ciudad, serán procesadas durante o después de las 9:00 AM el 12 de Mayo, de 2012.

SECCIÓN TRECE: El Concilio de la Ciudad llevará a cabo la solicitud oficial de la elección en una reunión oficial el Martes, 22 de Mayo, 2012, comenzando a las 10:00 AM en la Cámara del Concilio, Casa Municipal, 800 Junction Highway.

PASADO Y APROVADO EL ____ DÍA DE _____ a:d: 2012

David Wampler, Alcalde

APPROVANDO LA FORMA:

ATESTIGUADO:

Michael C. Hayes, Abogado de la Ciudad

Brenda G. Craig, Secretaria de la Ciudad

ORDEN DE ELECCION PARA MUNICIPIOS

Por la presente se ordena que se llevará a cabo una elección el 12 Mayo, 2012 con el propósito
(fecha)
de:

Elegir uno alcalde and dos concejales

La votación adelantada en persona se llevará a cabo de lunes a viernes en

910 Main Street, Kerrville, Texas
Kathleen C. Cailloux City Centre for Performing Arts
(sitio)

7:00 a.m. - 7:00 p.m. 30 de Abril, 11 de Mayo, 2012
Entre las 8:00 AM de la mañana y las 5:00 PM de la tarde empezando el 2 de Mayo
(fecha)
y terminando el 8 de Mayo
(fecha)

Las solicitudes para boletas que se votarán en ausencia por correo deberán enviarse a:

Diane Bolin
(Nombre del Secretario(a) de Votación Adelantada)
Kerr County Courthouse
700 Main Street
(Dirección)
Kerrville, TX 78028
(Ciudad) (Zona Postal)

Las solicitudes para boletas que se votarán en ausencia por correo deberán recibirse para el fin de las horas
de las horas de negocio el 4 de Mayo, 2012
(fecha)

Emitida este día 24th de Enero, 20 12.

Firma del Alcalde

Firma de la Persona del Concilio

Firma de la Persona del Concilio

Firma de la Persona del Concilio

Firma de la Persona del Concilio

Firma de la Persona del Concilio

Nota de instrucción: Se deberá entregar una copia de esta orden de elección al/a la Secretario(a) del
Condado/Administrador(a) de Elecciones y el/la Registrador(a) de Votantes a más tardar 60 días antes del día
de elección.

Agenda Item:

3A. An ordinance enacting a moratorium on the acceptance of applications and the issuance of permits for the installation of electronic and traveling lighted message signs within the City and its extraterritorial jurisdiction for a period of ninety (90) days; providing an effective date; containing a savings and severability clause; and providing other matters relating to the subject. (staff)

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

SUBJECT: A moratorium on the acceptance of applications and the issuance of permits for the installation of electronic and traveling message signs within the City and its Extraterritorial Jurisdiction.

FOR AGENDA OF: January 24, 2012 **DATE SUBMITTED:** January 17, 2012

SUBMITTED BY: Jeff Finley  **CLEARANCES:** Kristine Ondrias 

EXHIBITS:

AGENDA MAILED TO:

APPROVED FOR SUBMITTAL BY CITY MANAGER: 

Expenditure Required:	Current Balance in Account:	Amount Budgeted:	Account Number:
\$	\$	\$	

PAYMENT TO BE MADE TO:

APPROVED FOR SUBMITTAL BY DIRECTOR OF ADMINISTRATIVE SERVICES:

SUMMARY STATEMENT

An ordinance to enact a moratorium on new electronic and traveling message signs within the City and the ETJ, for 90 days or until a new sign ordinance is enacted, whichever happens first. This will allow time to enact the new provisions to the sign ordinance without having new signs built that would be non-conforming to the new ordinance.

A city may use a moratorium to allow it time to conduct research, confer with experts, solicit input from the regulated community, public feedback, prepare new sign regulations, and structure the administrative process and possibly timelines. The U.S. Supreme Court has upheld the use of local government moratoriums. Moratoriums should:

- Clearly articulate a legitimate public purpose(s) that is being served by the moratorium, such as here, some analysis of emerging technologies with respect to electric and traveling lighted message signs.
- Specifically define the sign-related activities that are covered by the sign moratorium.
- Ensure that the sign moratorium is not discriminatory and is adopted in good faith.
- Ensure the temporary nature of the sign moratorium by expressly stating a termination date or duration.
- Moratoriums should be as brief as possible and only last as long as reasonably necessary.

With a 90 day moratorium, staff's schedule to bring a new sign ordinance to the City Council would be:

1ST Reading: April 10, 2012

2ND Reading: April 24, 2012

RECOMMENDED ACTION

Pass the ordinance establishing a moratorium on new electronic and traveling message signs.

CITY OF KERRVILLE, TEXAS
ORDINANCE NO. 2012-_____

AN ORDINANCE ENACTING A MORATORIUM ON THE ACCEPTANCE OF APPLICATIONS AND THE ISSUANCE OF PERMITS FOR THE INSTALLATION OF ELECTRONIC AND TRAVELING LIGHTED MESSAGE SIGNS WITHIN THE CITY AND ITS EXTRATERRITORIAL JURISDICTION FOR A PERIOD OF NINETY (90) DAYS; PROVIDING AN EFFECTIVE DATE; CONTAINING A SAVINGS AND SEVERABILITY CLAUSE; AND PROVIDING OTHER MATTERS RELATING TO THE SUBJECT

WHEREAS, the City Council recognizes the need to protect the balance of land uses within the City and its extraterritorial jurisdiction and the health, safety, and welfare of the citizens of the City; and

WHEREAS, the City Council seeks to ensure that land development and construction occurs in a safe, orderly, and healthful pattern and seeks through its development regulations to promote the health, safety, morals, and general welfare of the municipality; and

WHEREAS, the City Council has determined that the City's current sign regulations, found within Chapter 6, Article II of the City's Code of Ordinances ("Sign Code"), do not adequately address electronic or traveling lighted message signs as those terms are defined by the Sign Code; and

WHEREAS, due in part to rapidly changing technology, the City Council has also determined that electronic and traveling lighted message signs are potentially inconsistent with the Sign Code, the City's goals and interests, and at times could be considered unduly distracting and confusing to motorists and pedestrians thereby creating traffic hazards and reducing the effectiveness of the signs; and

WHEREAS, in recent months, City staff brought together several representatives of the commercial sign industry along with several interested citizens, including a member of the City's Planning and Zoning Commission, so that this ad hoc committee could consider electronic and traveling lighted message signs, the new technology, and ways that such signs could be compatible with the community's interests; and

WHEREAS, based upon this committee's report and recommended regulations, the City Council believes that the Sign Code requires review to determine to what extent such signs should be allowed and regulated within the City and its extraterritorial jurisdiction; and

WHEREAS, in order to conduct such a review, the City Council believes it is necessary and reasonable for the City to enact a moratorium on the application for and installation of electronic and traveling lighted message signs for a period of ninety (90) days; and

WHEREAS, the Director of Building Services and other City staff will undertake a review of the Sign Code and the committee's report and proposed regulations; and

WHEREAS, no applications for the construction or installation of either an electronic or traveling lighted message sign have been submitted to the City and are currently awaiting the issuance of a permit; and

WHEREAS, the City Council finds that it is in the public interest to preserve the status quo by neither accepting applications or issuing permits for electronic or traveling lighted message signs to be located within the City or its extraterritorial jurisdiction pending the adoption of amendments to the Sign Code;

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

SECTION ONE. From and after the effective date of this Ordinance, which will occur upon adoption after second reading, the City will not accept any applications or issue any permits for electronic and/or traveling lighted message signs, as those terms are defined with the Sign Code. This prohibition is effective for a period of ninety (90) days from the date indicated below that this Ordinance was approved upon second and final reading. Such moratorium period shall automatically expire ninety (90) days from the final passage of this Ordinance or upon final passage by City Council of an ordinance amending Chapter 6, Article II of the City Code, whichever occurs first.

SECTION TWO. 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 THREE. 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. The 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.

SECTION FOUR. This Ordinance shall become effective immediately upon final passage.

PASSED AND APPROVED ON FIRST READING, this the _____ day of _____, A.D., 2012.

PASSED AND APPROVED ON SECOND AND FINAL READING, this the
_____ day of _____, A.D., 2012.

David Wampler, Mayor

APPROVED AS TO FORM:



Michael C. Hayes, City Attorney

ATTEST:

Brenda G. Craig, City Secretary

Agenda Item:

4A. Request for city water service at 2110 Medina Highway. (staff)

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

SUBJECT: Request for city water service at 2110 Medina Highway

FOR AGENDA OF: 1/24/12

DATE SUBMITTED: 1/13/12

SUBMITTED BY: Charlie Hastings  **CLEARANCES:** Todd Parton
Public Works Director City Manager

EXHIBITS: Letter request dated January 4, 2012; Vicinity Map

AGENDA MAILED TO:

APPROVED FOR SUBMITTAL BY CITY MANAGER: 

Expenditure Required:	Current Balance in Account:	Amount Budgeted:	Account Number:
\$	\$	\$	

PAYMENT TO BE MADE TO:

REVIEWED BY THE FINANCE DIRECTOR:

SUMMARY STATEMENT

Public Works received a request for city water service from the owner of 2110 Medina Highway due to a contaminated water system per phone conversations and the attached letter dated January 4, 2012. Specifically, the well serving this lot has recently been rehabilitated during the drought by lowering the pump; the water produced from this well is very high in sediment making it unsuitable for consumption or use in household appliances. The lot is part of the Kerrville Hills Ranch Estates subdivision and is not in the city limits, however, is one of only a few lots in this subdivision that is not currently receiving city water service. A water main exists on Loma Vuelta Road that could be tapped for water service to this lot; however, an easement would need to be acquired by the property owner and the service plumbed to the home all at the owner's expense. The owner has requested water service without annexation; Kerrville currently has no plans to annex the Kerrville Hills Ranch Estates subdivision.

Resolution 91-144 established the policy for water extensions outside the city limits and states:

- City Council shall review and approve each request for city water service outside the corporate limits of the City; and,
- Annexation shall be required of any land to which water service is requested; and,
- Exceptions to the requirement of annexation may occur if approved by the City Council if the property owner outside the City limits has a contaminated water system, and the City Council finds that it is not in the best interests of the City to

annex said property, and the said property owner shall agree to annexation should the City later be in position to annex said property.

RECOMMENDED ACTION

The Director of Public Works recommends that Council approve the request for city water service at 2110 Medina Highway subject to the property owner agreeing to annexation should the City later be in position to annex said property.

January 4, 2012

City Council Of Kerrville
800 Junction Highway
Kerrville, Texas 78028

Attn: Charlie Hastings, P.E.
Public Works Director

Re: Connection to Kerrville Water System

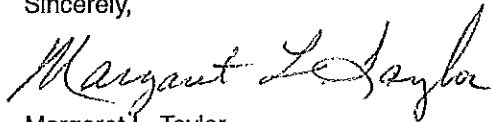
Dear Mr. Hastings,

I am a single homeowner and reside in the Kerrville Hills Ranch Estates subdivision that is outside of the city limits. At present I am the sole homeowner in my subdivision that relies on a private water well, as all other homeowners are currently receiving potable water from the City. However, my well is not providing sufficient water to support my home or the use of certain appliances (dishwasher, clothes washer).

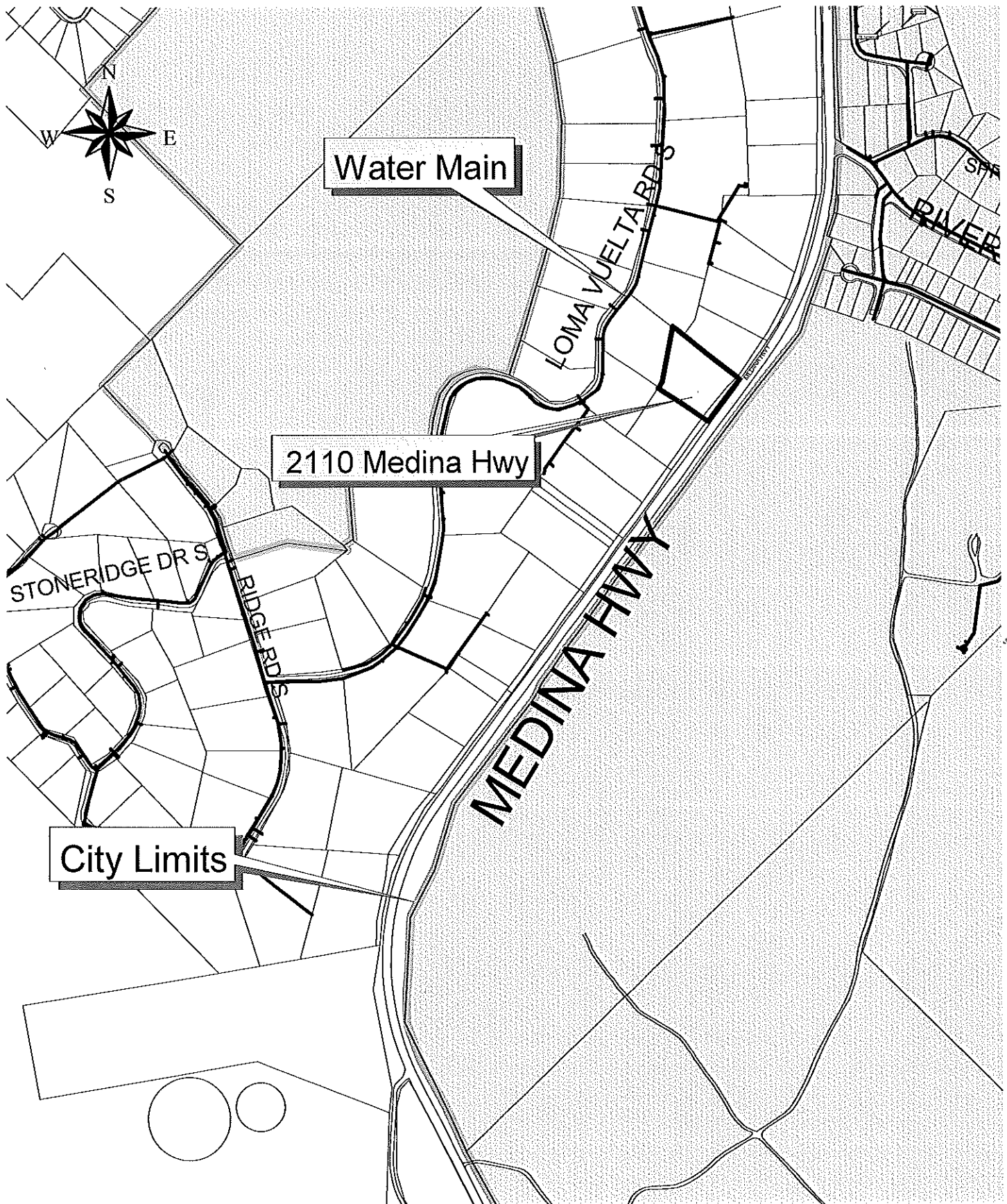
Therefore, I am requesting permission from the City Council of Kerrville to connect to the City Water System. In addition, I am requesting consideration of the Council to provide water service without being annexed.

I am providing this written request to obtain your assistance in submitting my appeal to the City Council at their upcoming meeting on January 10, 2012. The issue of my water well has become a personal priority not only for the maintenance of my home, but also for my personal need. I thank you for all the assistance you have provided, please know it is greatly appreciated.

Sincerely,



Margaret L. Taylor
2110 Medina Hwy.
Kerrville, Tx. 78028



Vicinity Map

0.2 0 0.2 0.4 Miles

Agenda Item:

4B. Appointment of member to the Kerrville Citizen Police Academy Alumni Association Board of Directors. (staff)

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

SUBJECT: Appointment of member by City Council to the Kerrville Citizen Police Academy Alumni Association Board of Directors

FOR AGENDA OF: January 24, 2012 **DATE SUBMITTED:** January 12, 2012

SUBMITTED BY: Kimberly Meisner  **CLEARANCES:** Todd Parton
Director of General Operations City Manager

EXHIBITS:

AGENDA MAILED TO:

APPROVED FOR SUBMITTAL BY CITY MANAGER: 

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

REVIEWED BY THE DIRECTOR OF FINANCE:

SUMMARY STATEMENT

On December 13, 2011, the City Council approved a resolution to add the Kerrville Citizen Police Academy Alumni Association (KCPAAA) to the City's Liability insurance coverage and the Board of Director's to the City's Errors & Omissions coverage provided by the Texas Municipal League (TML). Once covered, the KCPAAA will reimburse the cost associated with providing the coverage to the City.

One of the requirements by TML to add a non-profit corporation to a municipality's coverage is to appoint an individual to the corporation's board of directors or have a member of the governing board serving on the corporation board with voting rights.

The KCPAAA By-Laws require that all members of their Board be graduates of the Kerrville Citizen Police Academy.

Since no current City Council members have graduated from the KCPAAA, Mr. Bill Cafferty, Board President, has recommended the following individuals who are willing to serve on the Board.

1. Chuck Coleman – former City Councilmember
2. Joe Piszczor – Peterson Regional Medical Center
3. Guy Bason – Construction & Service Manager, Foxworth-Galbraith
4. Mike Hunter – Executive Director, Families and Literacy

RECOMMENDED ACTION

Staff recommends the City Council appoint one of the recommended graduates to the KCPAAA Board of Directors.

Agenda Item:

4C. Report from Kerrville's 4th on the River. (staff)

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

SUBJECT: 2012 Kerrville's Fourth on River Planning Update

FOR AGENDA OF: January 24, 2012

DATE SUBMITTED: January 13, 2012

SUBMITTED BY: Mindy N. Wendele **CLEARANCES:** Todd Parton
Director of Business Programs City Manager

EXHIBITS:

AGENDA MAILED TO:

APPROVED FOR SUBMITTAL BY CITY MANAGER: 

Expenditure	Current Balance	Amount	Account
Required:	in Account:	Budgeted:	Number:
\$	\$	\$	

PAYMENT TO BE MADE TO:

REVIEWED BY THE FINANCE DIRECTOR:

SUMMARY STATEMENT

The Kerrville's Fourth on the River committee will provide an update on the 2012 event.

RECOMMENDED ACTION

For discussion.

Agenda Item:

4D. Receive a presentation by Oryx Development, P.O. Box 302663, Austin, Texas, regarding its proposal for a multi-family project on a site located at the northeast corner of Doris Road and Goat Creek Road and provide direction to City staff.

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

SUBJECT OF REQUEST: Town Creek Multi-Family Project

AGENDA DATE: January 24, 2012 **DATE SUBMITTED:** January 17, 2012

REQUESTED/SUBMITTED BY: Blake Rue **PHONE:** 512-407-8907

ORGANIZATION REPRESENTING: ORYX Development

MAILING ADDRESS: P. O. Box 302663, Austin, Texas 78703

EMAIL ADDRESS: britt@oryxproperties.net

EXHIBITS/INFORMATION: Proposal for multi-family project

APPROVED FOR SUBMITTAL BY CITY MANAGER: 

**WILL THIS ITEM REQUIRE CITY COUNCIL TO AUTHORIZE THE
EXPENDITURE OF CITY FUNDS? YES: _____ NO: _____**

IF YES, STATE AMOUNT REQUESTED: \$ _____

DESCRIPTION OF REQUEST

Presentation of the project and answer questions.

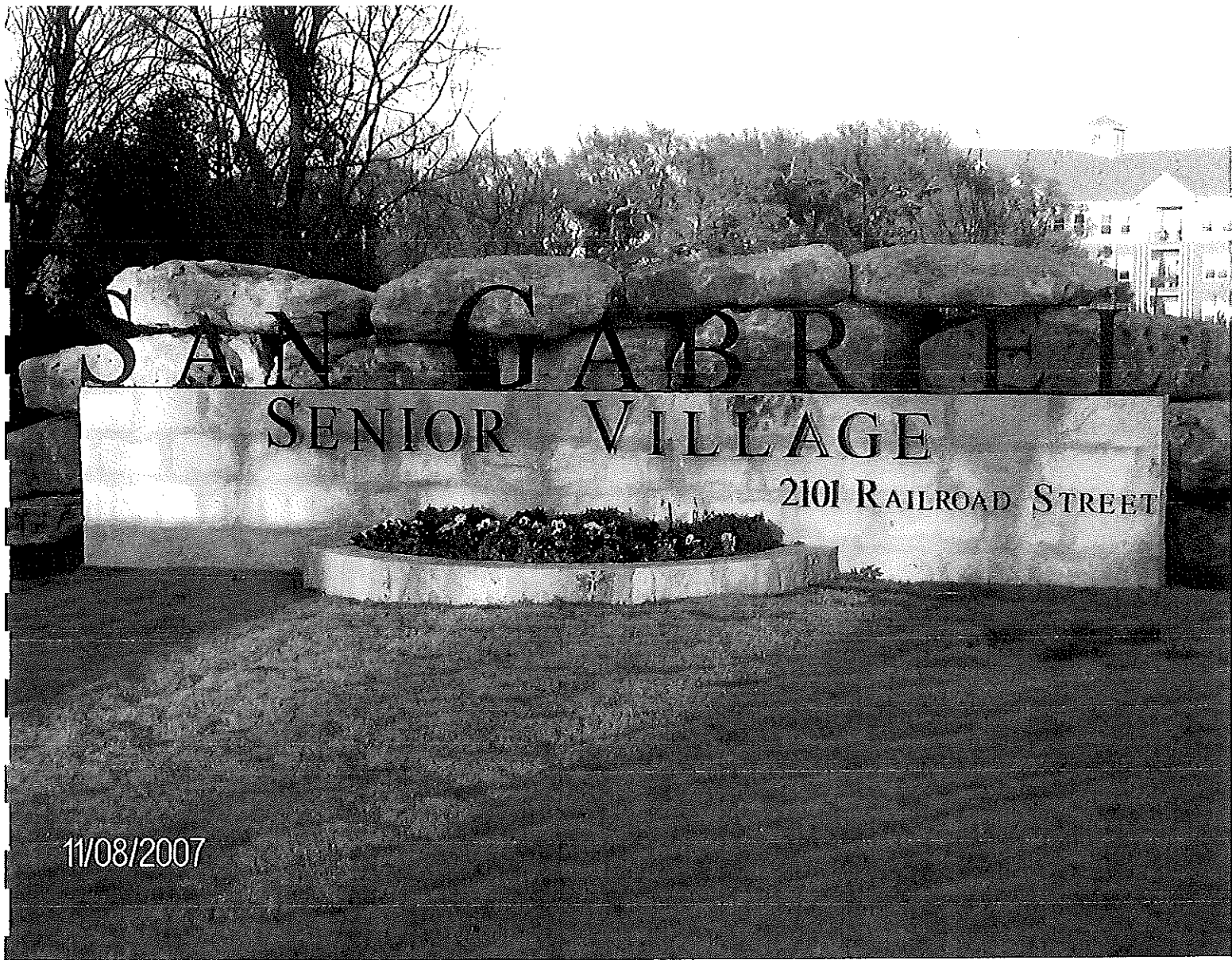
RECOMMENDED COUNCIL ACTION

KERRVILLE MULTIFAMILY PROPOSAL

Oryx Development, LLC
PO Box 302663
Austin, Texas 78703
512-294-4017

CONFIDENTIAL

PREVIOUS PROJECTS



11/08/2007











PROJECT PROFILE

KERRVILLE MULTIFAMILY HOUSING

DEVELOPMENT

Project: Oryx Development, LLC ("Oryx") proposes to develop up to 80 units of multifamily housing in Kerrville ("City"), Texas on a 5.77 acre site currently owned by the Hill Country Columbus Club located on the corner of Goat Creek Road and 115 N. Doris Drive ("Property"). Funding would be accessed through the Texas Department of Housing and Community Affairs housing tax credit program, Federal HOME programs and private sources.

Neighborhood & Community Support: It is our goal to work closely with the local community, the local state representative, the local state senator and City officials to develop a quality workforce housing project. Included in our projects are tenant support services and training that enhances the lives of our residents. Our management team has a proven track record of creating positive projects that contribute to the success of communities.

Investment Amount: Working with federal, local and private entities an estimated \$6mm – 8mm will be invested to develop a class A affordable housing project. The funding process is estimated to take 14 months, at such time development of the project would commence.

Maximum Rents Charged: The following are the approximate maximum rents that would be charged in our project.

Approx. No. of Units	0-16	40	24	4-8
Unit Type (Income Levels)	<u>Market</u>	<u>60% of AMI</u>	<u>50% of AMI</u>	<u>30% of AMI</u>
1 Bedroom	No Limit	\$600	\$500	\$300
2 Bedroom	No Limit	\$720	\$600	\$360
3 Bedroom	No Limit	\$831	\$693	\$415

Income Levels Served: The following are the anticipated income levels that would be served in our project.

Approx. No. of Units	0-16	40	24	4-8
Unit Type (Income Levels)	<u>Market</u>	<u>60% of AMI</u>	<u>50% of AMI</u>	<u>30% of AMI</u>
1 Person	No Limit	\$22,440	\$18,700	\$11,200
2 Person	No Limit	\$25,620	\$21,350	\$12,810
3 Person	No Limit	\$28,800	\$24,000	\$14,400
4 Person	No Limit	\$31,980	\$26,650	\$15,990

Unit Amenities: Typically our projects include the following Unit Amenities:
A. Covered entries
B. Nine foot ceilings in living room and all bedrooms
C. Microwave ovens

- D. Self-cleaning or continuous cleaning ovens
- E. Refrigerator with icemaker
- F. Storage room or closet, of approximately 9 square feet or greater, which does not include bedroom, entryway or linen closets - does not need to be in the Unit but must be on the property site
- G. Thirty (30) year shingle or metal roofing
- H. Covered patios or covered balconies
- I. 100% masonry on exterior
- J. R-15 Walls / R-30 Ceilings
- K. 14 SEER HVAC (or greater) or evaporative coolers in dry climates for New Construction, Adaptive Reuse, and Reconstruction or radiant barrier in the attic for Rehabilitation
- L. High Speed Internet service to all Units

Project Amenities:

Typically our projects include the following Project Amenities:

- A. Full perimeter fencing
- B. Community laundry room with at least one washer and dryer for each 25 Units
- C. Covered pavilion that includes barbecue grills and tables
- D. Furnished fitness center
- E. Equipped and functioning business center or equipped computer learning center
- F. Furnished Community room
- G. Enclosed community sun porch or covered community porch/patio
- H. Service coordinator office in addition to leasing offices
- I. Two Children's Playscapes Equipped for 5 to 12 year olds
- J. Dog Park area that is fully enclosed and intended for tenant owned dogs to run off leash

Tenant Support Services:

Typically our projects include the following Tenant Support Services:

- A. English as a second language classes
- B. Quarterly financial planning courses (i.e. homebuyer education, credit counseling, investing advice, retirement plans, etc.)
- C. Annual health fair
- D. Quarterly health and nutritional courses
- E. Organized team sports programs or youth programs offered by the Development
- F. Notary Public Services during regular business hours

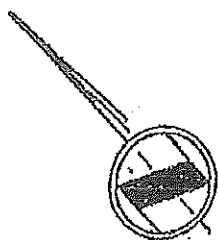
Past Projects:

Please visit <http://thebrownstonegroup.net>

SITE LOCATION



TITLE SURVEY PLAT FOR 10.77 ACRES OF LAND, MORE OR LESS, OUT OF FRANCISCO MARTINEZ SURVEY NO. 124, ABSTRACT NO. 247 IN KERR COUNTY, TEXAS; THAT SAME LAND CONVEYED AS TRACT NO. I (3.268 ACRES), TRACT NO. II (3.309 ACRES) AND TRACT NO. III (4.234 ACRES) FROM CHAS. SCHREINER BANK, INDEPENDENT EXECUTOR TO RUSSELL ALWYN HOLMES, JR. AND ROBERT EUGENE HOLMES BY AN EXECUTOR'S DEED EXECUTED THE 8TH DAY OF NOVEMBER, 1984 AND RECORDED IN VOLUME 306 AT PAGE 309 OF THE DEED RECORDS OF KERR COUNTY, TEXAS



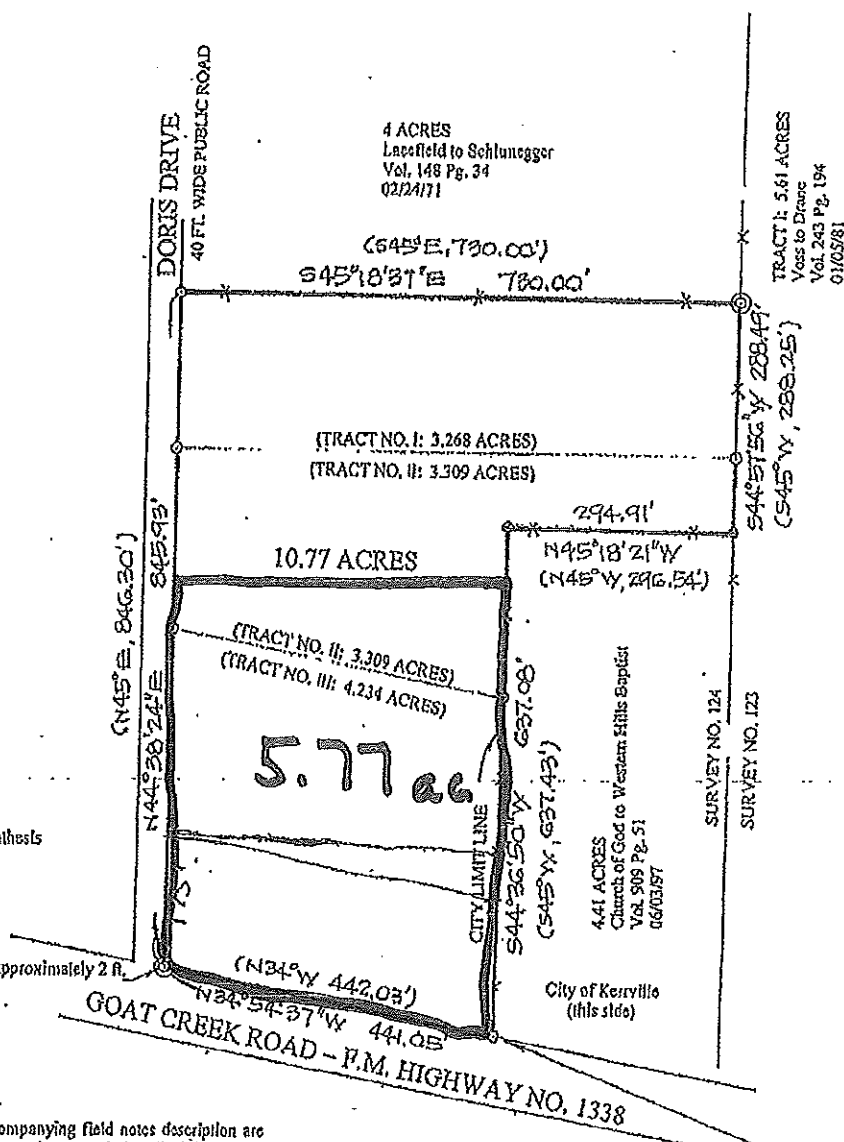
SCALE: 1" = 200'

LEGEND

- found 1/2" iron stake
- found 1" iron pipe
- ⊙ set 1/2" iron stake
- X— fence

NOTE: Record calls are shown in parentheses

edge of pavement protrudes approximately 2 ft. into 10.77 acre tract



I hereby certify that this plat and accompanying field notes description are accurate representations of the property shown and described hereon as determined by a survey made on the ground under my direction and supervision, except no survey was made to reestablish Patent Survey lines or corners; and that all property corners are as shown; all applicable easements of record as recorded to run thru Kerr County Abstract are shown hereon and

BEGINNING POINT bears, approximately 4655 ft. West and 4244 ft. South from the east corner of Survey No. 124

115 Doris Dr.

ABOUT
OUR
DEVELOPMENTS

Why Communities Support Our Projects

1. Community leaders and residents recognize market demands and a need to provide quality affordable housing opportunities with tenant support services and training opportunities for their residents.
2. Communities compete to acquire the \$7 - \$8 million investment our project will generate. They want the training services and benefits of this investment and the corresponding quality housing in their community rather than in another community.
3. The average resident works in the community and may be a government worker, teacher, hourly worker or individuals in the service industry. Parents who are looking for quality housing to raise a family also find our developments attractive.
4. Quality and proven track record of our development and management team as evidenced by numerous letters of support and successful projects.
5. The amenities offered in our communities in the past have included:
 - a. Fitness center
 - b. Playscapes for children
 - c. Furnished clubhouse and community room
 - d. Full perimeter fencing
 - e. High speed internet service to each unit
 - f. Business center
 - g. Full time manager and maintenance personnel
 - h. Bar-b-q and picnic area
 - i. Tenant support and training services
 - j. See also the Project Profile
6. Our projects are required by the State to maintain extensive maintenance reserves to ensure the long term quality of our project. Market rate projects, generally, do not provide this level of maintenance reserves.
7. Our properties are inspected regularly by the State, equity investor asset managers, the onsite management team and private ownership. Market rate projects do not provide four levels of inspections.
8. A percentage of units are set aside to offer opportunities for families and children currently living in substandard housing to live in safe affordable housing.
9. Tenant services and training offered by our developments offer residents opportunities such as English as a second language classes, health services, homebuyer education, credit counseling, investing advice, retirement plans, etc. Such opportunities enhance the lives of tenants helping them contribute more to the local community.
10. Quality of residents. Background checks are performed on each resident who signs a lease. Convicted felons and those convicted of drug, sex or weapon charges are not permitted to live in our communities as provided by Texas state law. Such background checks are not mandated by law for other projects.

Q & A About Tax Credit Communities

Q: Who lives in tax credit communities?

A: The vast majority of residents live and work in the local community. In family communities this could include government workers, teachers, hourly workers and individuals in the commercial service industry. In senior communities this could include retirees, seniors who want a low maintenance lifestyle, seniors who want to live close to family members, seniors living on social security payments or fixed incomes.

Q: Are residents financially qualified to live in tax credit communities?

A: Yes, each resident is financially qualified and must provide proof of employment or other sources of income showing their monthly net income is 2.5 times their monthly rent. In addition, each resident must provide financial proof their yearly net income is at or below a percentage of the local area median income.

Q: Are background checks done on applicants?

A: Yes. Each prospective tenant is screened for background and criminal records. Convicted felons and those convicted of drug, sex or weapon charges are not permitted to live in tax credit communities as provided by a Texas Statute. Market communities generally do not perform background checks and allow drug, sex and weapon offenders to live in their communities.

Q: Are applicant's subject to credit checks?

A: Yes. Credit checks are done on all applicants. Applicants can be asked to pay extra deposits or rejected based on credit score.

Q: Are tax credit communities owned by the government?

A: No. Tax credit communities are owned by private developers, their financing partners and often times a partner from the non-profit community. With the private ownership, tax credit communities are forced to compete with the market, be well run and contribute to the community.

Q: Are management companies employed to manage the communities?

A: Yes. Tax credit communities are managed by professional management companies. The management companies have budgets for maintenance and repairs at par or in excess to market rate communities. Tax credit communities have mandated replacement reserves to keep the properties looking great. In addition a full time employee will be on site at each community.

Q: What will this community look like in 10 years?

A: Tax credit communities have four levels of inspection and oversight insuring the long term viability of these valuable assets providing housing for the workforce in our communities. The Texas Department of Housing and Community Affairs (TDHCA) has an entire compliance staff committed to ensuring the TDHCA maintenance requirements are met. TDHCA performs regular maintenance inspections and penalties are assessed for failure to meet maintenance requirements. In addition the Bank Investor and Tax Credit purchaser have a vested interest and perform inspections to ensure the asset continues to perform and provide quality housing to the community. Finally, the Owner regularly inspects and oversees the operations of these communities. As a result, tax credit communities tend to be the nicest communities in town.

DEVELOPMENT TEAM

DEVELOPMENT TEAM

PRINCIPAL: *Blake A. Rue, Oryx Development, LLC, Austin, Texas*

Blake holds a BBA in finance with a concentration in accounting from the University of Texas at Austin (1996) where he was a letterman and team captain of UT Tennis Team. After graduation, Blake successfully passed all four parts of the CPA examination before he attended Baylor School of Law (1999) where he was selected to the Baylor Law Review serving as Assistant Executive Editor and Notes and Comments Editor. Blake is a licensed attorney in the state of Texas (2000) whose passion for real estate was ignited as a developing partner of Lakecliff Racquet Club. Blake then served as the Chief Operating Officer and Chief Financial Officer for six years at Sendero Homes, where he oversaw the construction of more than 75 high-end custom homes. In addition, he participated in all financial, legal and development aspects of over 60 million dollars in real estate assets for a high net worth Austin family, including the development of over 600 residential lots. Blake co-founded Oryx Development in 2006 whose projects have since received in excess of 100 million dollars in funding.

PRINCIPAL: *Britt H. Benton, Oryx Development, LLC, Austin, Texas*

A graduate from the University of Texas, Britt has been active in commercial real estate since 1994. Benton has significant experience in single-family land development, office sales and leasing, retail sales and leasing, industrial sales, and land sales and leasing. In 1994 Benton was co-founder of American Rural Homes, a residential development company specializing in manufactured homes. From 1997 to 1999 Benton was a material member of an investment sales team with Transwestern Commercial Services that sold over \$300,000,000 in office properties. From 1999 to 2006 Britt was Vice President of Crosswell Torian Commercial Properties. As a top-producing broker, he represented a variety of individual investors, landowners and companies including; Krispy Kreme Doughnuts, The Houston Museum of Natural Science, Perry Homes, Centex Homes, DR Horton Homes, Camden Property Trust, Trammell Crow, The Randall Davis Company, Fairfield Residential, The Morgan Group and The Hanover Company. In 2006 Benton co-founded Oryx Development where Benton employs 15 years of real estate experience into the site selection and entitlement process.

DEVELOPER: *The Brownstone Companies, Houston Texas*

See Statement of Qualifications attached

For more information on Brownstone, please go to www.thebrownstonegroup.net

ATTORNEY: *Coats-Rose, Affordable Housing Law, Houston, Texas*

The firm's Affordable Housing Group showcases their attorneys' extensive experience in affordable and public housing acquisition, rehabilitation and development. Coats Rose has one of the largest groups of lawyers dedicated to affordable housing in the state of Texas as well as throughout the southwest region, representing both for-profit and non-profit developers. Coats-Rose also represents public housing authorities in the development, redevelopment and renovation of housing with their attorneys implementing a variety of financing techniques, including HOPE VI financing, low income housing tax credits, private activity tax-exempt bonds, 501(c)(3) tax-exempt bonds, investment syndications and conventional financing.

For more information about Coats Rose please visit their website at www.coatsrose.com

PROPERTY MANAGEMENT: *UAH Property Management, L.P. Dallas, Texas*

UAH Property Management is a full service real estate management company dedicated to providing its client property owners a personalized, high-quality property management service that focuses on strict compliance to policies and procedures to ensure a successful and well run community. UAH currently manages properties in Texas, Arkansas, Louisiana, New Mexico, Colorado, Missouri, South Carolina, Oklahoma, Mississippi, and Michigan. UAH maintains a competitive advantage over others in the industry through innovation, attention to details, responsiveness to our owners and residents, and sound fiscal and physical operation of each managed community.

ENVIRONMENTAL CONSULTING: *ECS, LLP Austin, Texas*

A recognized local, regional and national leader in environmental compliance and consulting, ECS utilizes sound environmental techniques to create innovative solutions and cost-savings options for even the most challenging environmental problems. ECS's knowledge of local conditions and regulations helps them develop cost effective and timely solutions for their clients.

For more information on ECS, LLP please visit their website at: www.ecslimited.com

ARCHITECT: *Brownstone Architects and Planners, Inc. Houston, Texas*

See Statement of Qualifications attached

For more information on Brownstone, please go to www.thebrownstonegroup.net



Brownstone Affordable Housing, Ltd.

6517 Mapleridge

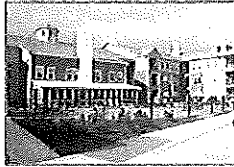
Houston, Texas 77081

(713) 432-7727

www.thebrownstonegroup.net



BROWNSTONE AFFORDABLE HOUSING, LTD.



Brownstone Affordable Housing, Ltd. has grown into a multifaceted organization staffed with construction specialists, budget administrators, finance professionals, real estate brokers, an architect and in-house legal counsel aimed specifically at addressing the strategic needs of all development projects. As the affordable housing development entity for the affiliated Brownstone companies, Brownstone Affordable Housing, Ltd. initiates multi-family development in the affordable housing market. The versatility and experience present at Brownstone Affordable Housing, Ltd. translates to successful partnership developments, attention-to-detail, effective property management compliance, and long-term sustainability and quality. At Brownstone Affordable Housing, Ltd., the ambitions, capabilities, and resources continue to grow, launching numerous affordable multi-family housing developments on a yearly schedule. Overall, by implementing its attention-to-detail professionalism on each project, Brownstone Affordable Housing, Ltd. has consistently finished both on-time and within budget, continuously putting forth a quality product.

The following is a list of specific multi-family 9% Tax Credit Projects either developed or in pre-development by Brownstone Affordable Housing, Ltd:

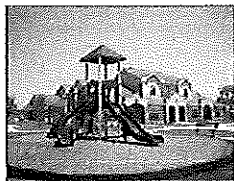
<u>Development Name</u>	<u>Allocation Year</u>	<u>City</u>	<u># of Units</u>
• San Diego Creek Apts.	2005	Alice, TX	72
• Retama Village, Phase I	2006	McAllen, TX	128
• Easterling Village	2006	Alice, TX	48
• Thomas Ninke Senior Village	2006	Victoria, TX	80
• Retama Village, Phase II	2007	McAllen, TX	74
• Sunset Terrace	2007	Pharr, TX	100
• Parkview Terrace	2008	Pharr, TX	100
• The Heights at Corral	2009	Kingsville, TX	80
• Pearland Senior Village	2009	Pearland, TX	126
• Citrus Gardens	2010	Brownsville, TX	148
• Aeolian Senior Apartments	2011	Vicksburg, MS	60

In addition, the following is a list of CDBC Disaster Recovery Housing Projects developed by Brownstone Affordable Housing, Ltd:

• Valley View Estates	2008	Port Arthur, TX	148
• Lakeview Palms	2009	Port Arthur, TX	86

Brownstone Affordable Housing, Ltd. specializes in multi-family affordable housing developments financed with tax credits. Within the last seven years, Brownstone Affordable Housing, Ltd. has successfully developed eleven tax-credit projects. Moreover, additional areas of specialization in the past six years include partnering with Housing Authorities to reconstruct existing public housing – i.e., complete demolition and new construction – ultimately transforming the developments into mixed-

financed communities. Past developments have aligned Brownstone Affordable Housing, Ltd. with numerous experienced Housing Authorities including, but not limited to, Housing Authorities from the following cities: Alamo, Brownsville, Kingsville, Laredo, McAllen, Pharr, Port Arthur, and Victoria.



BROWNSTONE KEY PERSONNEL



Bill L. Brown and his affiliated companies have effectively expanded and serviced the American real estate and housing market for over 40 years. As President of each of the Brownstone companies, Bill continuously emphasizes the pleasurable blending of architectural design, sensible land planning, strategic and sustainable landscaping, and the ongoing utilization and preservation of natural environments. As the lead architect and designer for the Brownstone companies, Bill creates projects and facilities that are both site and community enhancing, contributing to healthy and enjoyable experiences for the people within them. With intellectual and creative architectural design, successful project coordination, supervisory development strategies, and an emphasis on teamwork and goal achievement, Bill's combined involvement and experience has launched scores of townhomes, condos, and multi-family projects totaling nearly 10,000 units across the states of Texas, Arizona, Colorado, Louisiana, Alabama, Mississippi, Florida and Connecticut to date. Graduating with a Bachelor of Arts Degree in Architecture from the University of Arizona in 1966, Bill concluded his studies at Rice University in Houston, achieving a Masters Degree in Architecture a year later.



Jed A. Brown joined the Brownstone companies in 2007. His primary focus includes both successful commercial developments and residential site development planning. As a team leader for Brownstone, Jed profitably achieves major company goals addressing all abatement issues, demolition projects, marketing strategies, and public relation matters. Prior to arriving at the Brownstone companies, Jed formulated and implemented comprehensive management strategies for industrial warehouses, commercial offices, residential homes and subdivisions. With specialty experience in appraisals and ad valorem tax matters, Jed served as Chairman of the Webb County Appraisal Review Board, and currently maintains a Texas Real Estate Commission Broker License. As a University of Texas at Austin graduate, Jed holds a Bachelor of Arts in Marketing. Moreover, his graduate studies include management, marketing, and finance at Texas A&M International University in Laredo. For nearly 20 years, Jed has consistently coordinated, managed, developed, and marketed both real estate and construction projects throughout Texas with an emphasis on the state's central and southern regions.



Doak D. Brown joined the Brownstone companies on a full-time basis in 2009. He is responsible for all legal affairs, compliance issues, financial matters, and new project development relating to the Brownstone companies. Doak came to the Brownstone company from the law firm of Campbell & Riggs, P.C. in Houston. As an attorney and shareholder, Doak specialized in all aspects of transactional real estate law, engaging daily with a variety of clients such as business corporations, partnerships, contractors, and real estate developers. Ultimately, he was the Brownstone company's outside counsel for multiple years, and he maintained active involvement in all facets of the Brownstone company's real estate transactions prior to joining permanently. In 1995, Doak received his Bachelor of Arts in Economics from the University of Texas at Austin. Thereafter, he graduated from the University of Houston Law Center in 1999 with his Doctor of Jurisprudence. Doak has been a licensed attorney in the State of Texas since 1999, and he is an active member of the real estate section of the Texas State Bar.



Wil C. Brown specializes in all oversight management involving the Brownstone company's construction initiatives. Wil brings his expertise in construction management to the Brownstone company, and he has successfully represented the Brownstone company and its construction endeavors on over twenty-five projects. Wil earned his Bachelor of Science in Construction Science from Texas A&M University in 2000. In addition, he spent four years working with national development companies that specialized in multi-family housing. During those years, he supervised the construction of over 1,000 units, and managed all aspects of the construction process. In 2005, Wil joined the Brownstone companies with the goal of merging his construction knowledge with the skills and experience of his partners. While Wil is increasingly involved in the development aspects of Brownstone's multi-family business, he continues to focus his skill and energy primarily on maintaining the construction excellence that others have come to expect from Brownstone.

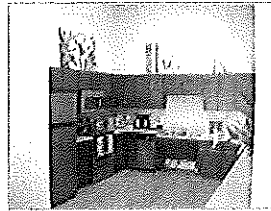
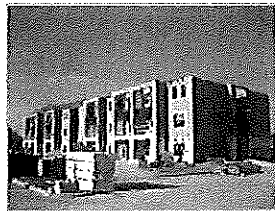
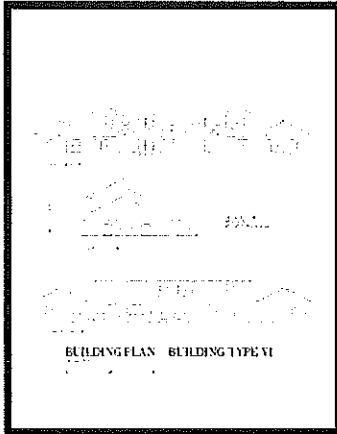


Jeremy Means brings more than a decade of successful real estate, construction, contracting, and development experience to the Brownstone companies. As a project leader, consultant, and team advisor, he has achieved specialized expertise on rehabilitation projects, including construction supervision and management. In addition, Jeremy has been a project coordinator for national multi-family developers, emphasizing budget compliance and construction agreements for over 3,000 apartment units in the cities of Austin, Dallas, and San Antonio. Moreover, Jeremy developed numerous tax credit projects in Corpus Christi, San Antonio, and Houston. A graduate of the University of Louisiana-Monroe, Jeremy completed his Bachelors Degree in Construction Science with "outstanding academic achievement" and as a member of the National Construction Honor Society.

AFFILIATES



Brownstone Construction, Ltd. has over the years engaged in quality construction work as the primary general contractor for all Brownstone Affordable Housing, Ltd. developments. By emphasizing multi-family construction regarding affordable housing developments, Brownstone Construction, Ltd. has ultimately brought its general contracting expertise to numerous projects outside its affiliation to the Brownstone companies as well. On balance with Brownstone Affordable Housing, Ltd.'s multi-family development initiatives, Brownstone Construction, Ltd. continues to bring broad depth, knowledge, and professional commitment to all its projects both past and present.



In addition to being the general contractor for all multi-family affordable housing projects

developed by Brownstone Affordable Housing, Ltd., Brownstone Construction, Ltd. has also been the general contractor on the following tax credit developments:

<u>Development Name</u>	<u>Tax Credit Allocation Year</u>	<u>City</u>	<u># of Units</u>
• San Gabriel Senior Village	2005	Georgetown, TX	100
• Bluebonnet Senior Village	2007	Alamo, TX	36
• Bluff's Landing Senior Village	2007	Round Rock, TX	144
• Villas at Beaumont	2008	McAllen, TX	36
• Creekside Village	2008	Buda, TX	144
• Belmont Senior Village	2009	Leander, TX	192
• Casa Ricardo	2010	Kingsville, TX	60
• Merritt Lakeside	2010	Schertz, TX	176

CONTACT INFORMATION

To reach Brownstone Affordable Housing, Ltd. for either professional consultation or potential multi-family affordable development project opportunities please contact the following:

<i>Jeremy Mears</i> jeremy@thebrownstonegroup.net	<i>Doak D. Brown</i> doak@thebrownstonegroup.net
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BROWNSTONE
AFFORDABLE HOUSING, LTD.
6517 Mapleridge
Houston, TX 77081

713-432-7727
713-432-0120 fax
www.thebrownstonegroup.net

References

Mr. Joe Saenz, Executive Director
McAllen Housing Authority
2301 Jasmine Ave.
McAllen, Texas 78501
956-686-3951 phone

Mr. J. Fernando Lopez, Executive Director
Pharr Housing Authority
104 W. Polk
Pharr, Texas 78577
956-783-1316 phone

Ms. Debbie Gillespie, Executive Director
Victoria Housing Authority
4001 Halsey
Victoria, Texas 77901
361-575-3682 phone

Ms. Mary Vela, Executive Director
Alamo Housing Authority
309 N. 9th Street
Alamo, Texas 78516
956-787-2352 phone

Ms. Cory Hinojosa, Executive Director
Kingsville Housing Authority
1000 W. Corral Avenue
Kingsville, Texas 78363
361-592-6783 phone

Mr. Seledonio Quesada, Executive Director
Port Arthur Housing Authority
920 DeQueen Blvd.
Port Arthur, Texas 77640
409-982-6442 phone

Summary

Brownstone Affordable Housing, Ltd. has a proven track record utilizing the Housing Tax Credit program through the Texas Department of Housing and Community Affairs to develop quality affordable rental housing communities. Combining the experience and talent of Amay Inamdar and the Brownstone affiliated companies can be a productive avenue for addressing the significant affordable housing needs in your community.

Agenda Item:

(Staff)

- 4E. Receive a presentation by Kerrville Senior Veterans Residences L.P., 2206 Jo An Drive, Sarasota, FL, regarding its proposal for a multi-family project located at the Kerrville VA Hospital, 3600 Memorial Boulevard, Kerrville, Texas, and provide direction to City staff.

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

SUBJECT: Receive a presentation by Kerrville Senior Veterans Residences L.P., 2206 Jo An Drive, Sarasota, Fl, regarding its proposal for a multi-family project located at the Kerrville VA Hospital, 3600 Memorial Boulevard, Kerrville, Texas, and provide direction to city staff.

FOR AGENDA OF: January 24, 2012 **DATE SUBMITTED:** January 18, 2012

SUBMITTED BY: Craig Taylor **CLEARANCES:**

EXHIBITS: Photos, Project Description, Project Participants

AGENDA MAILED TO: Kristine Ondrias (via email)

APPROVED FOR SUBMITTAL BY CITY MANAGER: 

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

PAYMENT TO BE MADE TO:

REVIEWED BY THE FINANCE DEPARTMENT:

SUMMARY STATEMENT

Communities for Veterans has been selected as the preferred developer for a project to be located on the Kerrville Division campus of the South Texas VA Medical Center, for the purpose of creating an 80 unit senior housing development for aging Veterans. The Developer will be seeking tax credit funding from the Texas Department of Housing and Community Affairs which requires a Resolution of Support from the local governmental jurisdiction in which the project is located. This is a formal request for support of the project and direction to staff to bring back a Resolution of Support on February 14, 2012.

RECOMMENDED ACTION

Kerrville Senior Apartments Limited Partnership

2206 Jo An Drive
Sarasota, FL 34231
Phone (941) 929-1270 fax (941) 929-1271
DPaxton@beneficialcom.com

December 16, 2011

The Honorable David Wampler
City of Kerrville
800 Junction Highway
Kerrville, TX 78028

Re: Kerrville Senior Apartments

Dear Mayor Wampler:

Kerrville Senior Apartments Limited Partnership is considering a possible submission of an application for Housing Tax Credits, HOME and Veterans Rental Assistance through the Texas Department of Housing and Community Affairs (the "Department"). Pursuant to the Department's rules, this letter serves as a request for a list from your records of any neighborhood organizations which are on record with the county or state and whose boundaries include the following area:

The site is located in the southernmost corner of the Kerrville Division, STVHCS campus, and totals approximately 5 acres. The site is bordered to the east and north by the entrance drive to the Kerrville Division, STVHCS from Memorial Blvd. The Kerrville Division, STVHCS property boundary is to the southwest and undeveloped Kerrville Division, STVHCS property is to the southeast of the EUL site.

The Kerrville Division of the South Texas Veterans Health Care System is located at 3600 Memorial Blvd, Kerrville, Texas. The Kerrville Division, STVHCS campus is bordered on the northwest by Loop 534, and in all other directions by private property with the exception of where the property adjoins Memorial Blvd. This small section of property along Memorial Blvd. is where the main entrance to the Kerrville Division, STVHCS is located. The VA is offering one area on the Kerrville Campus for the EUL Program.

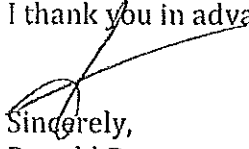
If there are no such neighborhood organizations on record with your municipality or county, or if your office does not keep these records and you know the appropriate entity to request this list from, please respond by letter, email or fax stating such. Please respond prior to January 5, 2012.

Please note that this request is to ensure compliance with §§2306.1114 of the Texas Government Code, which requires that the Texas Department of Housing and Community Affairs notify "any neighborhood organizations on record with the state or county in which the development is to be located and whose boundaries contain the proposed development". Unfortunately, although this is a statutory requirement that must be met, there is not a specific central agency with the state that keeps a searchable list of these neighborhood organizations and their boundaries.

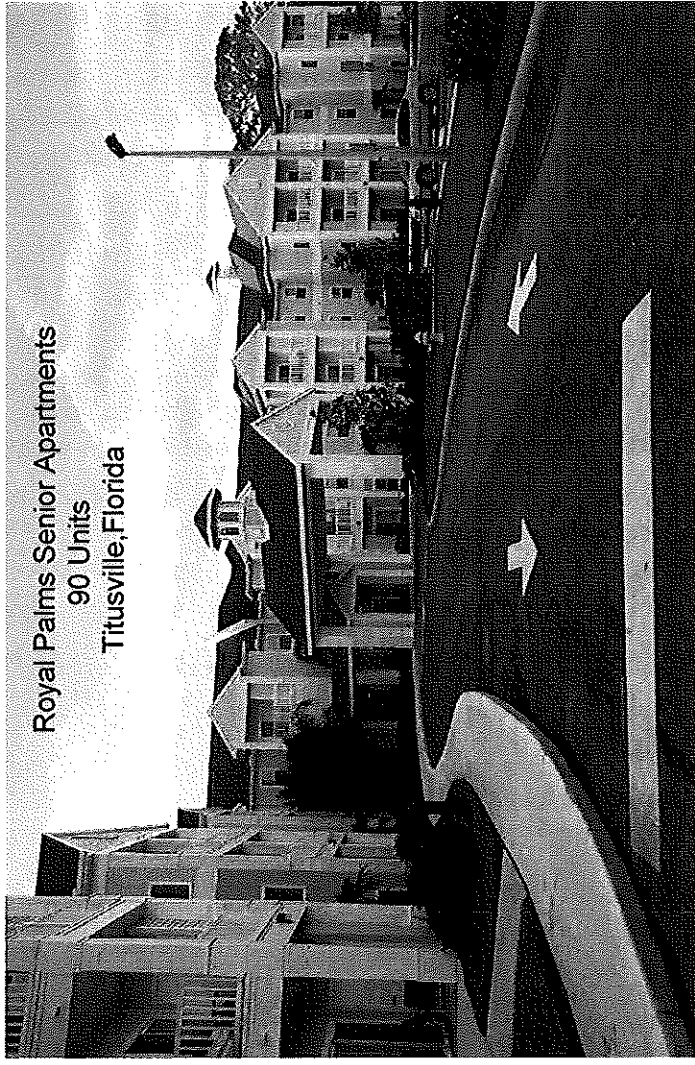
In general, neighborhood organization lists are kept within local municipalities; therefore, we are required to request a list of these neighborhood organizations from your office no later than 14 days prior to submitting application to be eligible for the Housing Tax Credits. Should we decide to submit an application, we are required to use any list you provide to identify all neighborhood organizations on record with the state or county whose boundaries include the proposed development site. We will notify all of those neighborhood organizations prior to submitting an application to the Department.

It should also be noted that if we choose to submit an application, we are required to notify you under separate letter prior to submitting the proposed application. That notification will provide details of all relevant information to the proposed application. If you do not receive this notification, it is because we have decided not to submit an application to the Department.

I thank you in advance for any assistance in meeting these statutory requirements.

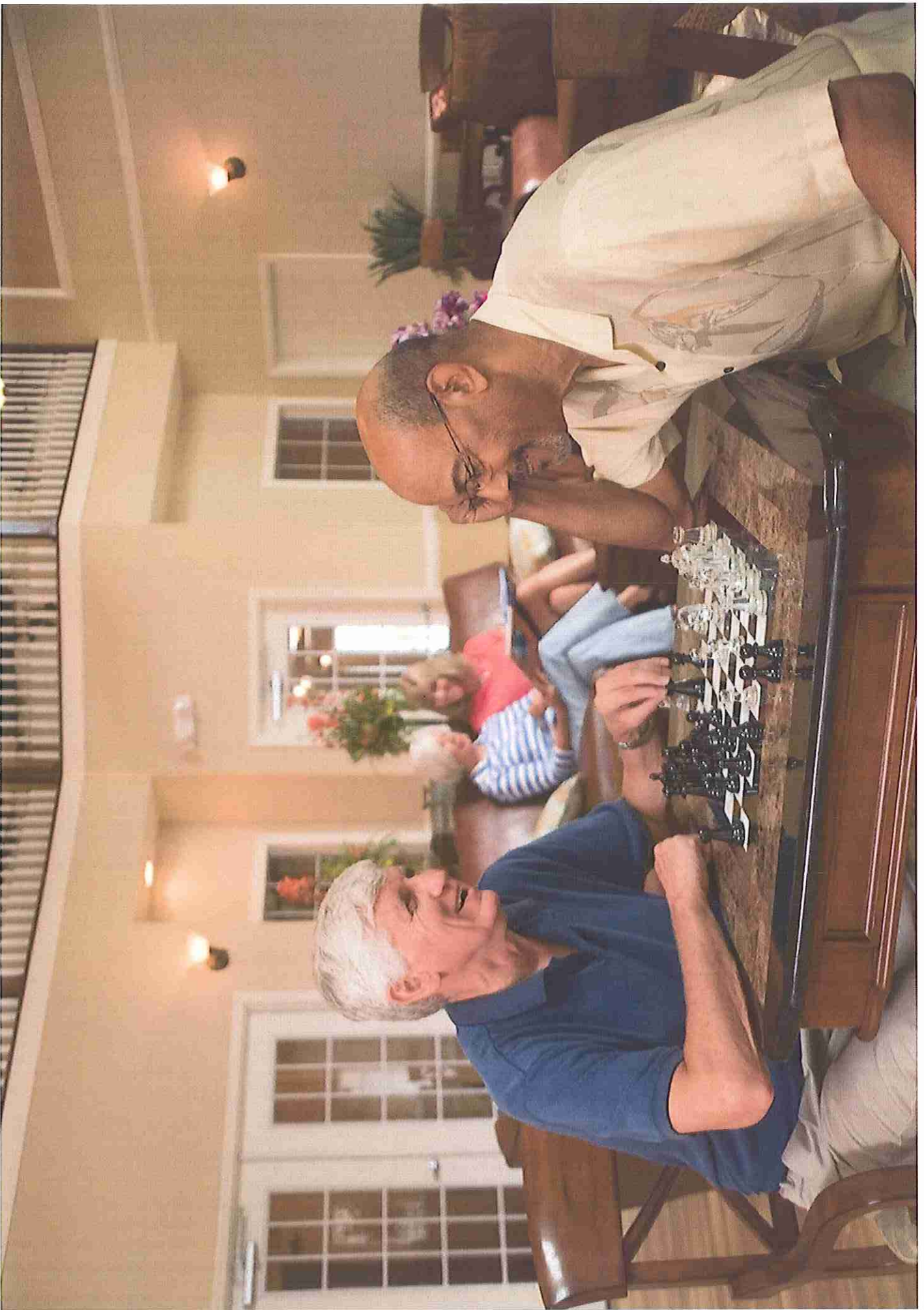

Sincerely,
Donald Paxton
Managing Member of GP

Royal Palms Senior Apartments
90 Units
Titusville, Florida







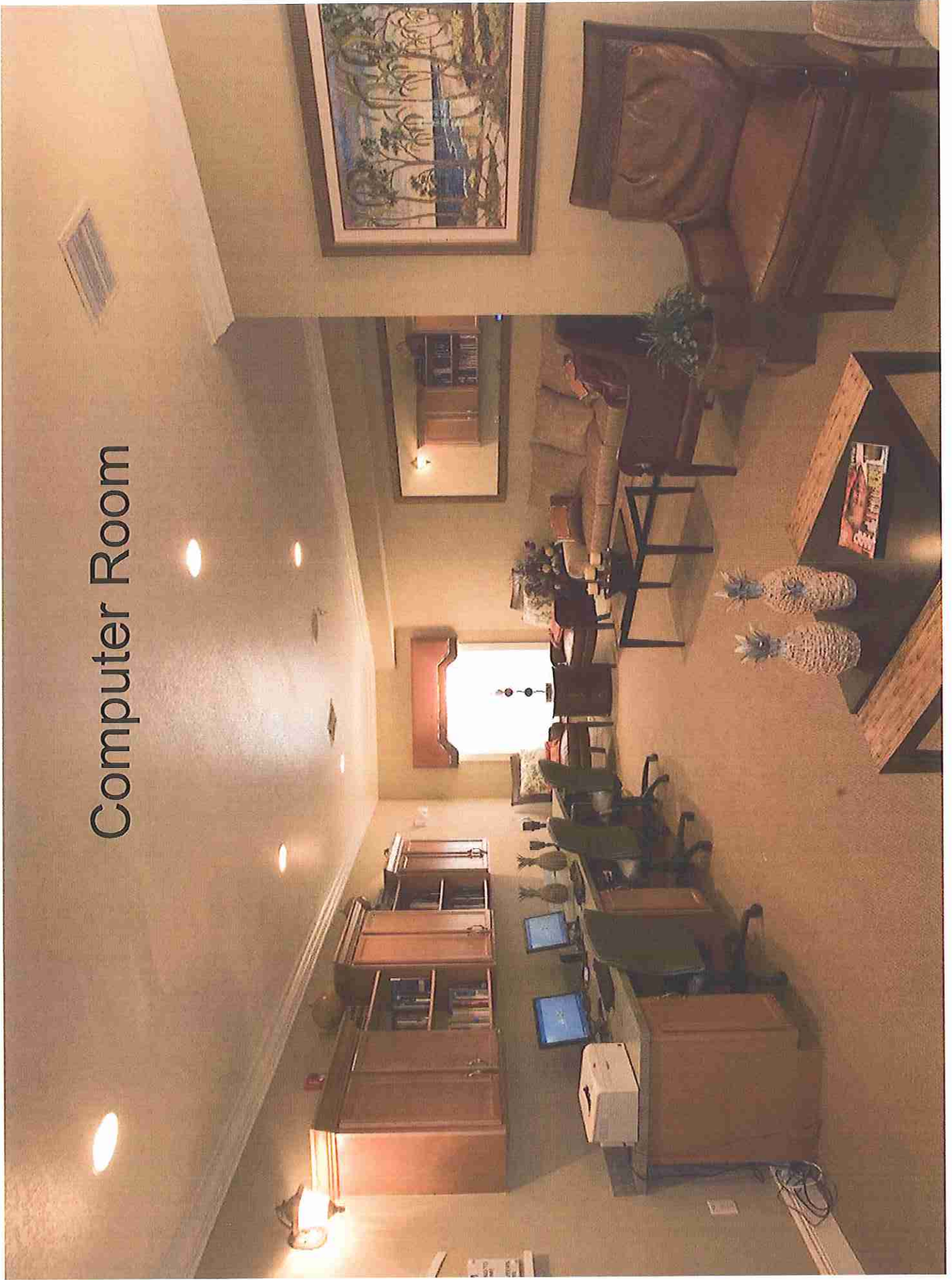


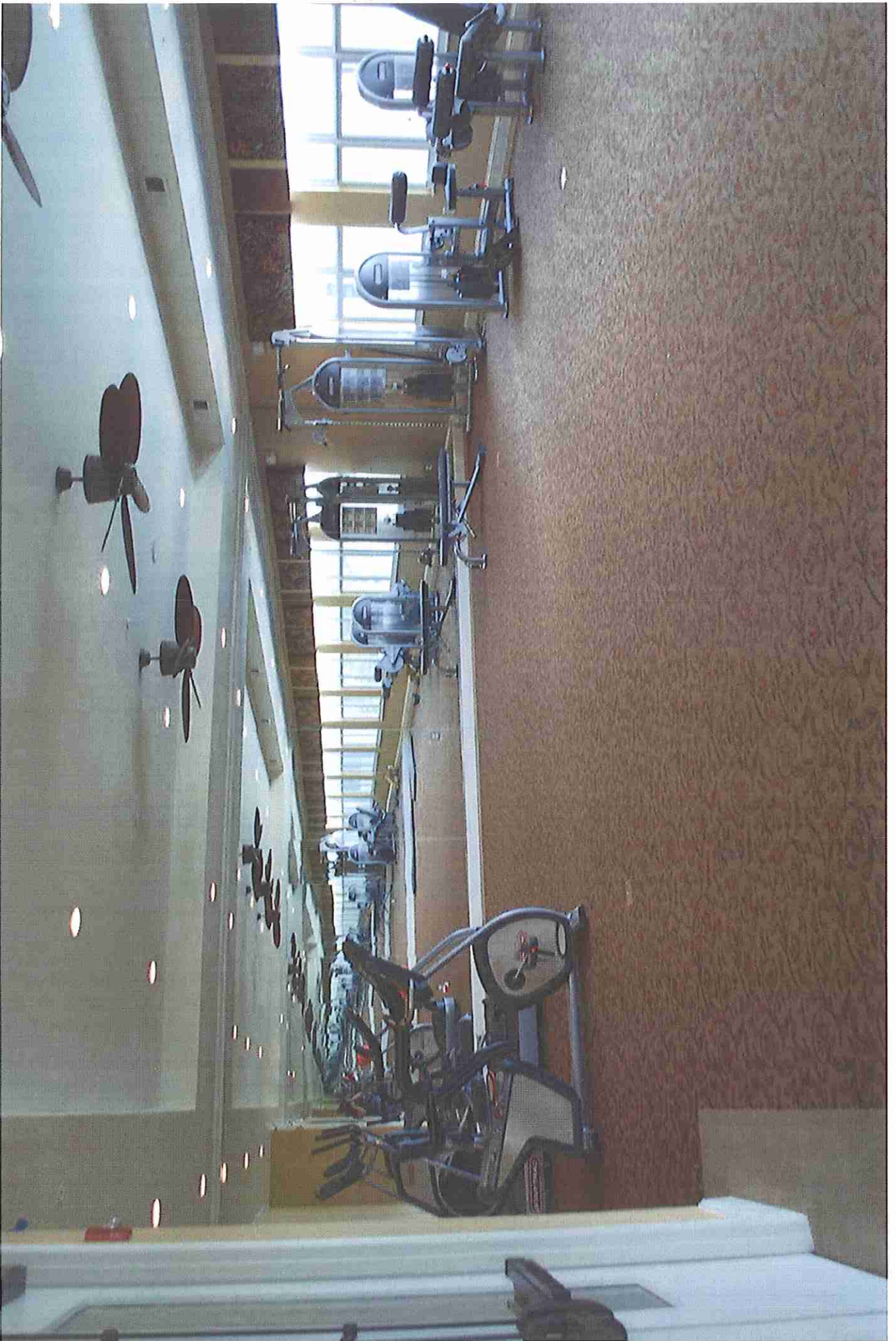
Salon





Computer Room



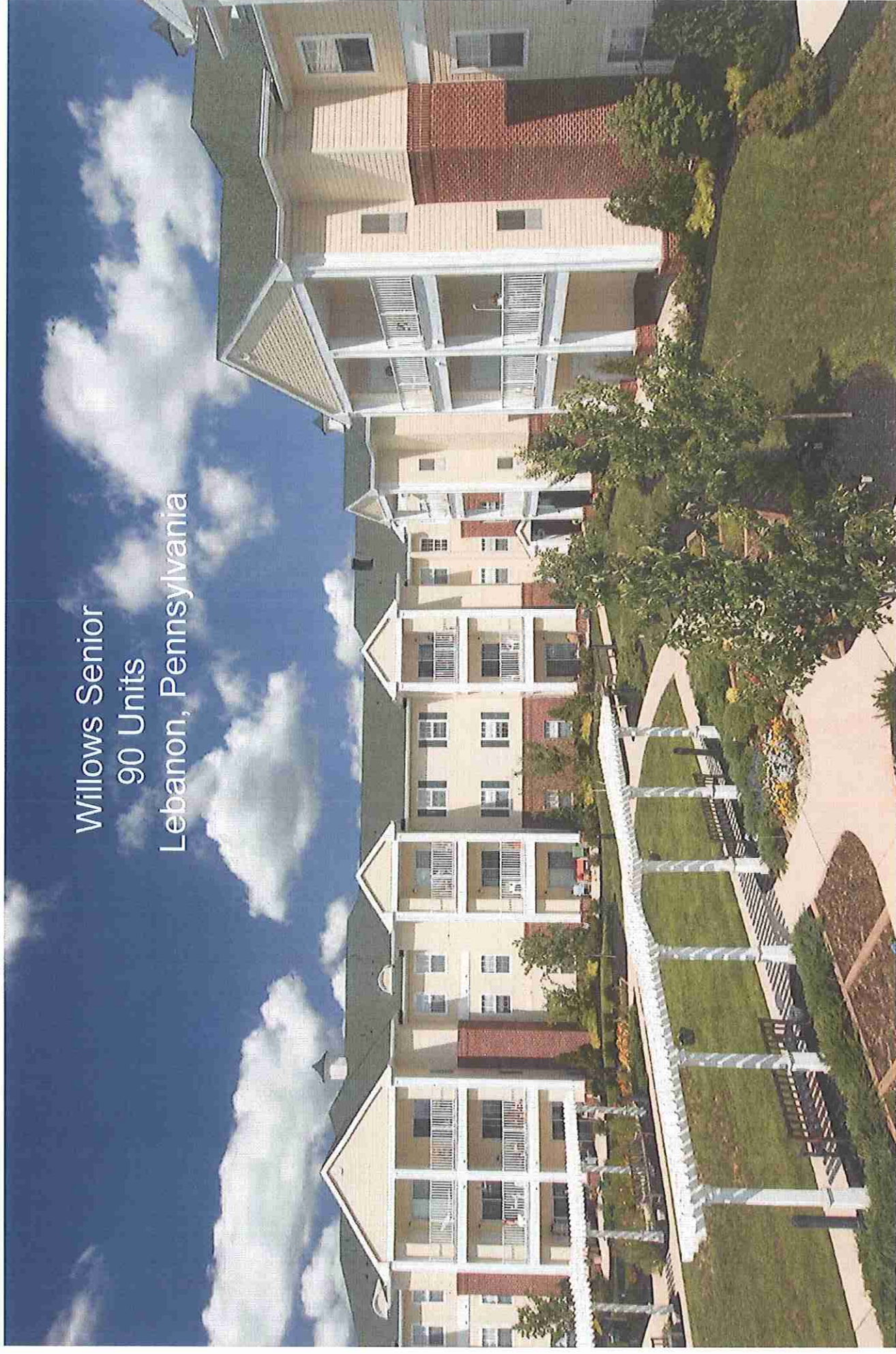




Royal Palms Senior Apartments
Titusville, Florida



Willows Senior
90 Units
Lebanon, Pennsylvania



Agenda Item:

- 4F. Receive a report regarding the creation of an events coordination program for the City of Kerrville and provide direction to City staff. (staff)

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

SUBJECT: Receive a report regarding the creation of an events coordination program for the City of Kerrville and provide direction to city staff.

FOR AGENDA OF: January 24, 2012 **DATE SUBMITTED:** January 19, 2012

SUBMITTED BY: Todd Parton
City Manager **CLEARANCES:**

EXHIBITS: Special Events Marketing & Production Expansion Plan
Sports/Event Expansion Sales Manager/Coordinator Position Profile
Sales Manager Job Description

AGENDA MAILED TO:

APPROVED FOR SUBMITTAL BY CITY MANAGER: 

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

PAYMENT TO BE MADE TO:

REVIEWED BY THE FINANCE DEPARTMENT:

SUMMARY STATEMENT

During the FY2012 budget process, the city requested assistance from the CVB to create an events coordination program. The purpose and intent of the program was to identify and recruit additional activities within the City of Kerrville to expand the tourism market. Specific market segments to be targeted were in sports, music, and other types of high profile events.

Attached to this agenda bill is a Special Events Marketing & Production Expansion Plan. It anticipates a 4-year program and establishes annual goals. The goals are based on the number of leads cultivated and the number of room nights generated per year.

For 2012, it was anticipated that the position would be filled at the start of April with the first year budget allocation being \$105,000. Annual budget allocations for future years would be expected to range from \$225,000 to \$250,000.

In order for the program to achieve the ultimate annual goals specified in the plan a total 16 new events would need to be held within the city. On average, each event would need to generate 1,200 room nights (2 room nights in 600 hotel rooms). In a typical year Kerrville has about 25 weeks available for new events. Of the 25 open weeks, many are at times of the year that are not ideal for the types of events expected of this program. Primary months available are January, February, August, September, November and December.

In order to develop the program as envisioned, the city would need to increase its hotel inventory. Otherwise new events are likely to compete with traditional business and the net gain in room nights would not be realized.

RECOMMENDED ACTION

City staff recommends that the City Council:

1. defer the implementation of this program;
2. provide direction to the CVB with regard to any changes it would like to see in its event marketing efforts;
3. develop incentive and recruitment packages to encourage/facilitate the update and expansion of existing hotels; and
4. develop incentive and recruitment packages to attract new hoteliers with a minimum of 3 stars.

Special Events Marketing & Production Expansion

The New Year 2012 will be the first of a major effort to expand Special Events Marketing & Production in our community. This will not be the traditional sports. Kerrville does not have the venues for these traditional sports so we will have to be creative to come up with the events we can handle. We first think of baseball and softball when we think of sports that put people in hotel rooms for multi day tournaments however, they are not the only events that we can make expand into more than one day.

Our plan includes hiring an experienced sales manager for this market segment. This person will not work on any of the existing special events. The focus of the position will be to bring new events to town to fill hotel rooms. This position will not work on events that take place Easter, Memorial Day, Independence Day or the traditional sold out convention weekends. However, 21 dates must be found to target for these new events. It will take 21 dates using 1,000 hotel nights each for this program to break even.

Identified Events that could work in Kerrville

Type of Event	Time of Year	Location
Triathlons	Need warm water	UGRA Lake, City Streets, County Roads
Bicycle Rides & Races	Spring, Summer, Fall	Across County
Runs	Year round	Across County
Motorcycle Events	Spring, Summer, Fall	Across Region
Airplane Fly-ins	Spring & Fall	Mooney side of Airport
Car Rally & Show	Spring, Summer, Fall	Downtown, across County & Region
Bulbs & Birds or Birds & Blooms	Late Winter	River Star or Riverside Nature
4 wheeling Event		
Mountain Bike		
Remote Control Boats	Late Spring, Summer	Flat Rock, UGRA Lake, Louise Hays
Remote Control Trucks	Year Round	Ag Complex
Remote Control Airplanes		Airport/Mooney
Cooking Shows		HCSSC
On the Water Boat Show		Flat Rock, UGRA Lake, Louise Hays
Skate Park Contest	Year round	Singing Winds Skate Park
Tennis Tournament	Spring, Summer	HEB Tennis Center
Soap Box Derby	End of Summer	City Streets

Return on Investment

In creating a Special Events Marketing & Production Department we must look at Return on Investment (ROI) and a means of tracking each kind of return. The following hypothesis will give us ideas of how we might want to track our ROI. In Schedule "A" we use an average spending per day per person of \$109, if we had 1,150 people come to town and spend the night in a local hotel room for one or more events the Direct Impact to our economy would total more than our investment of \$125,000 (see Schedule A). However, our HOT revenue would only total \$6,843 and our Sales Tax revenue would only total \$5,520. This is not a fair ROI for our HOT funds or our Sales tax fund. Let us look at ROI direct to HOT revenue and Sales Tax revenue.

Schedule A

Spending per person per day	\$109	Hotel Room	\$85	Local Sales	\$24
People per day	1,150	People Per Day	1,150	People Per Day	1,150
		Hotel Revenue	\$97,750	Retail Revenue	\$27,600
		HOT Tax	7%	Sales Tax	2%
Direct Economic Impact	\$125,350	HOT Revenue	\$6,843	Local Sales Tax	\$5,520

In Schedule "B" we look at how many room nights and visitors it will take to get a return on our investment in HOT funds and Sales Tax only. Our goal would be to have an annual return on our investment by year four. However, we do not have this many room nights available in spring, summer and fall on Friday and Saturday nights. In order to make this happen we are going to have to find more winter events or events that spread beyond the traditional Friday and Saturday nights. We can target youth events in the summer months and pick up a few Thursday nights or reduce the budget so that we can reduce the number of room nights needed to break even.

Schedule B

Room Nights	21,000	Room Nights	21,000
Average Room Rate	\$85	People per group	3.3
Room Revenue	\$1,785,000	Total Visitors	69,300
HOT Tax	7%	General Sales per person	\$24
		Total Retail	\$1,663,200
		Local Sales Tax	2%
HOT Revenue	\$124,950	Sales Tax Revenue	\$33,264

Marketing Plan

Objectives

- Increase the number of special event and sport related activities and events to the Kerrville area maximizing usage of the available facilities and hotel properties.
- Strengthen Kerrville's image as a premier destination for events, particularly within the adult market.
- Assist the local Parks and Recreation Department in their outreach and marketing to ensure that the maximum numbers of events are brought to our area.

This plan is targeted to Texas events and groups attracting all ages. The Sports Travel Market encompasses these market segments:

- High School Athletic Events
- Collegiate Athletic Events
- Junior College Athletic Events
- Youth Athletic Events
- Adult Athletic Events

The Special Events part of this expansion is mostly open events for mixed age levels.

Our location and affordable hotel rates, combined with a wide selection of events, make this market one of tremendous growth potential. We have enjoyed a number of annual events that we will continue to maintain and expand. We will work closely with state and national event rights holders to identify and acquire many more events for our area.

The Special Events Marketing Department is responsible for increasing hotel booking to the City of Kerrville. This will be accomplished by targeting market areas best suited for the community and what it has to offer. In order to maintain the existing events in our community, we must also focus on servicing. We will not only service events already taking place in the community but also any new events that come to Kerrville. The level of service that we provide helps to ensure that the events will remain in Kerrville.

The first step of this marketing plan is to identify events and producers doing events that could work in Kerrville. The second step is to identify events that have associations and participants but may not have a producer. These events may be something that we can invite and sponsor and produce with our own people.

Step three will be to ascertain when the first available open date appears in each group's schedule.

Some of this research can be done from the office but much of it may have to be done by building relationships in person. We must gain a presence within the Amateur Athletic Union (AAU), the Texas Amateur Athletic Federation (TAAF), Travel, Event and Management in Sports (TEAMS) and the United States Specialty Sports Association (USSSA) and other athletic sanctioning bodies in order to entice new adult events.

Marketing Schedule

Date	Event	City	Segment
January 2012	Learn the Product	Kerrville	All
January 16-19, 2012	TEAM Texas Sports Marketing	Laredo	All
February 2012	Sales Calls	Austin	All
March 2012	Sales Calls	Houston	All
April 17-19, 2012	NASC Sports Event Symposium	Hartford, CT	All
May	Sales Calls	DFW	All
June	NASC Regional Workshops		All
July	Sales Calls	Austin	All
August 13-17	TEAM Texas Sports Marketing	Killeen	All
September	Mid-Market Sports Commissions		All
October	TEAMS Conference & Expo		All

Goals

Year	2012	2013	2014	2015	2016
Leads	24	30	36	42	48
Room Nights	1,500	3,000	10,000	21,000	22,000

Special Events Marketing & Production Expansion

January – September 2012 Budget

Item	Annual	9 mos.
Income		
City of Kerrville HOT Fund	\$125,000	\$105,000
Expenses		
Payroll	55,000	41,249
Health Insurance	5,200	3,900
457K Retirement Plan	0	0
Workers Comp Insurance	170	170
Workforce Commission	170	170
Sub-Total	60,520	45,469
TSAE Membership		425
TACVB Membership		175
Team Texas Sports Marketing		2,750
National Assoc. of Sports Commissioners		3,300
TEAMS		3,000
Travel Show Display Flags		1,500
Incentive Package for Sponsorships		20,000
Travel & Mileage to events across Texas		12,000
Marketing Materials		8,000
Marketing Tools, camera, phone, lap top		4,500
Contingency		3,881
Total		\$105,000

DRAFT

Kerrville CVB
Sports/Event Expansion
Sales Manager/ Coordinator
Position Profile

Training, Experience, Certificates and/or Licenses

1. Minimum 2 years employment experience in sports and events marketing and sales;

Education

1. Bachelors Degree in Business or related field such as Planning, Public Administration, Marketing, or related fields from an accredited college or university.

Traits - Skills Needed

1. Solid experience with financial incentive packaging using local and state incentives
2. Impeccable communication skills including oral and written; comfortable with media relations (on and off camera)
3. Critical thinker for vision, problem solving and innovation
4. Proven track record of success in planning, coordination, structuring and directing successful initiatives involving multiple stakeholders and partners
5. Strong marketing, branding, and interpersonal skills
6. Proven ability to build strategic alliances/relationships and effectively perform in a matrix organization
7. Business minded, trustworthy, collaborative, good listener, patient, resilient, confidential
8. Proficient in Microsoft Office Systems

Physical Requirements

1. Willingness and ability to work the hours necessary to accomplish the assigned duties; attend evening meetings/functions; travel out of town and attend workshops, conference, seminars, and meetings during work and non-work hours.
2. Essential duties require the mental and/or physical ability to: work in a standard office environment or non-standard office environment, read fine print and computer monitors, dexterity to operate a computer keyboard, hear and speak well enough to converse by telephone and stamina to work additional hours to meet deadlines.
3. Must be able to sit and stand for long periods of time
4. Must be able to lift waist high and carry up to 40 pounds
5. Must be able to keep a fast pace all day, which could include stooping, squatting, kneeling and bending.

Special Requirements

1. Possession of an appropriate driver's license valid in the State of Texas and an acceptable driving record is required.

Duties of the Position

Administrative Function

1. Creates, actively implements, and annually updates a Strategic Plan, including goals, strategies, tasks and performance benchmarks.
2. Manages maintenance of critical information desired by event producers such as land accessible for events, venues, routes for runs and races and general market information in a readily accessible manner, including availability on the CVB's web site.
3. Identifies and tracks critical performance metrics to evaluate the impact of each event.
4. Preparation of monthly reports to the Executive Director for the Board of Directors

Marketing Function

1. Develops and maintains marketing materials associated with various facets of Sports/Events and implementation of the community's brand, including materials for presentation to prospects or as requested by prospects.
2. Prepares specific incentive packages for prospects.

Development Function

1. Implement policy as adopted by the Board of Directors
2. Develop, anticipate, direct, implement, and promote ongoing special event strategy to attract new business.
3. Maintain a positive local business climate by visiting local business and industry, and determine ways these leader can help us attract events to our community.
4. Research prospective business prospects from across the State of Texas.

Community Relations

1. Maintains a professional working relationship with State and local government agencies
2. Attends committee, commissions and Council meetings, participating as warranted
3. Works cooperatively with community groups
4. Maintain open communications with existing merchants and responding promptly and effectively to their suggestion and concerns regarding events.

The goal of our Sports/Events activities is to increase the number of hotel rooms being booked in this market segment. As a result the creation of new jobs, expansion and diversification of the local tax base will occur.

KERRVILLE CONVENTION & VISITORS BUREAU

DRAFT

SALES MANAGER (Exempt) Job Description

FUNCTIONS:

The Sales Manager will be accountable to the Kerrville CVB Director of Sales. In the absence of the Director of Sales, the Sales Manager reports to the Executive Director. The Sales Manager must comprehend the overall objectives of the Convention & Visitors Bureau and have a vested interest in what the bureau is working to accomplish.

GENERAL DUTIES:

- Answer telephone and greet visitors when other staff members are overloaded or unavailable. These functions are a priority over your normal duties.
- Perform Travel Counselor duties as trained.
- Assist in hosting special visitors to the city.
- Assist other staff members with projects as delegated by the Executive Director or Business Manager.
- Keep your supervisors informed of projects you are working on out of the office.
- Proof read all printing projects.

SPORTS AND EVENT SALES DUTIES:

- Identify and distribute group sales leads to hotels from TXMET reports, telephone and mail inquiries and other sources.
- Conduct direct sales efforts through traveling to do bids and sales calls, as well as traveling to attend trade shows directed towards sports and event planners. For example National Assoc. of Sports Commissioners, TEAMS, Team Texas Sports Marketing.
- Respond to telephone and mail inquiries from sports and event planners.
- Coordinate planner site inspection visits with hotels and attractions.
- Conduct tours of the city, and host meals/receptions as needed.
- Conduct follow-up sales calls as a result of trade shows, marketplaces and advertising.
- Assist with auditing items used for welcome bags.
- Confirm that all service commitments are fulfilled and within budget.
- Review monthly group calendar to ensure all groups are accounted for.
- Introduce all planners with convention service needs to the Group Services Coordinator.
- Produce a weekly sales call report for the Executive Director and Board of Directors.
- Produce a monthly travel report for the Executive Director.
- Complete expense reports after each sales trip and turn in to Executive Director for approval.
- Maintain active role in industry related associations.

- Establish and maintain knowledgeable working relationship with local venues.

KNOWLEDGE, SKILLS AND ABILITIES:

Must have knowledge of bureau organization, objectives, policies and operations; modern office practices, procedures and equipment, including computers and printers; and record keeping and file maintenance techniques. Must have good oral and written communication skills, interpersonal office skills using tact and diplomacy, and telephone techniques and etiquette.

Must have ability to work independently with little direction, to establish and maintain effective working relationship with others, to meet schedules and deadlines, to plan and organize work, to prepare and maintain files, records and reports; to conduct sales and public relations programs and tours, to prepare sales presentations; and to follow oral and written directions.

EDUCATION, EXPERIENCE AND REQUIREMENTS:

Must have education equivalent to graduation from an accredited university or four years experience in a tourism-related field or event planning experience. Must have sufficient training and experience to demonstrate the knowledge and abilities listed above. Must have a valid Texas driver's license and dependable automobile transportation. Must be available for weekend and evening work and out-of-town travel. Must have advanced computer knowledge including Word, Excel and Publisher.

WORKING CONDITIONS:

Fast-paced office and non-smoking environment. Out-of-town travel.

STANDARDS/PHYSICAL DEMANDS:

- Must be in position to start work promptly at specified time each day.
- Must attend work regularly.
- Must be able to work on several projects at one time.
- Must be able to work quickly and answer telephone questions quickly in order to move on to other projects.
- Must be able to sit and stand for long periods of time.
- Must be able to lift and carry up to 40 pounds.
- Must be able to keep a fast pace all day, which could include stooping, squatting, kneeling, bending, walking and standing.
- Must keep a smile.

A normal day would include answering the telephone dozens of times, producing sales leads and delivering them to hotels; visiting with event planners and preparing sales packets to be sent out.

Agenda Item:

- 4G. Discussion and possible action for Wayfinding Sign Program.
(staff)

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

SUBJECT: Discussion and possible action for Kerrville Wayfinding Sign Program

FOR AGENDA OF: 1/24/12

DATE SUBMITTED: 1/13/12

SUBMITTED BY: Charlie Hastings, P.E. *CH*
Director of Public Works

CLEARANCES: Todd Parton
City Manager

EXHIBITS:

AGENDA MAILED TO:

APPROVED FOR SUBMITTAL BY CITY MANAGER: *JP*

Expenditure Required:	Current Balance in Account:	Amount Budgeted:	Account Number:
\$	\$	\$	

PAYMENT TO BE MADE TO:

REVIEWED BY THE FINANCE DIRECTOR:

SUMMARY STATEMENT

According to TxDOT guidelines, Wayfinding guide signs by definition are a systematic network of directional signs installed and maintained by a city to guide the traveling public to major civic, cultural, visitor, and recreational destinations within a specified region with the minimum number of signs. The goal of a Wayfinding Guide Sign System Plan should be to take advantage of local geographical areas (medical district, historical district, etc.) to replace turn by turn trailblazing to specific, individual locations. With this process, a region's most prominent features and assets are called out and promoted, but only as required to serve visitor guidance.

The majority of the points of interest in Kerrville are located within one block of either SH 16 or SH 27, and both of these streets serve as entryways into and out of the city; therefore the Wayfinding signs would need to be installed in TxDOT right of way rather than city streets. Below is a list of Kerrville's points of interest, some of which already have state installed signs as noted:

- Visitor Center (2)
- Downtown
- Public Restrooms
- Library (TxDOT)
- Guadalupe River (TxDOT)
- Nimitz Lake
- City Hall (TxDOT)
- Museums (Western Art and Hill Country)

- Kerr County Courthouse (TxDOT)
- Scott Schreiner Golf Course
- Peterson Plaza (future)
- Kerrville Schreiner Park (TxDOT)
- HEB Tennis Center
- Kathleen C. Cailloux Center City for the Performing Arts
- Kerrville River Trail (future)

Figure 1 below depicts the TxDOT standard for Wayfinding signs; signs would be fabricated in-house with white lettering on brown background to match the existing downtown district street signs. The enhancement marker located above the directional sign can be comprised of a city logo or seal (Street Division sign making personnel are currently creating an enhancement marker that is similar to the official Kerrville seal). Up to three destinations are allowed per sign location, thus Kerrville could install five signs northbound SH 16 and five signs southbound SH 16 to provide direction to the destinations listed above. Additional signage could be added on SH 27 at such time that the Rivertrail is completed.

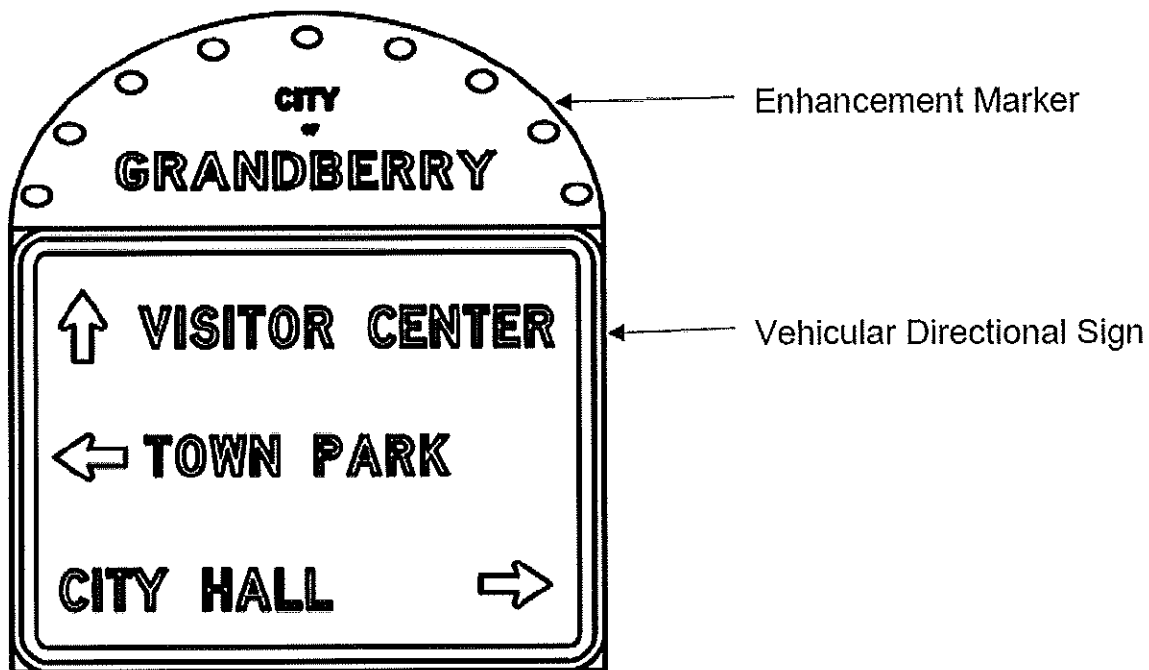


Figure 1. Wayfinding Guide Sign

In order to install Wayfinding signs in TxDOT right of way, a current Municipal Maintenance Agreement (MMA – agreement specifying responsibilities within highway right of way) between Kerrville and TxDOT must exist. Kerrville's existing MMA dated 1969 is not current; TxDOT has proposed a current MMA that would impose greater responsibilities for Kerrville. The new responsibilities include sidewalk maintenance, driveway permitting,

parking restriction signage, pedestrian crosswalk installation and maintenance, mowing, litter disposal, sweeping and cleaning pavement, and snow and ice control; the impact to the annual street division budget is an increase of approximately \$50,000 per year.

RECOMMENDED ACTION

The Director of Public Works recommends that council postpone a Wayfinding Sign program until the yearly \$50,000 impact to the street division budget can be sustained.

Agenda Item:

5A. Budget and economic update. (staff)

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

SUBJECT: Kerrville Budget/Economic Update

FOR AGENDA OF: January 24, 2012 **DATE SUBMITTED:** January 12, 2012

SUBMITTED BY: Mike Erwin **CLEARANCES:** Todd Parton
Director of Finance City Manager

EXHIBITS: Economic Update
AGENDA MAILED TO:

APPROVED FOR SUBMITTAL BY CITY MANAGER:

Expenditure	Current Balance	Amount	Account
Required:	in Account:	Budgeted:	Number:
\$	\$	\$	

PAYMENT TO BE MADE TO:

REVIEWED BY THE DIRECTOR OR FINANCE:

SUMMARY STATEMENT

The City of Kerrville staff will present and update Council on a biweekly basis as to the status of the City's budget and current economic trends affecting the City.

RECOMMENDED ACTION

No action required information purposes only.

CITY OF KERRVILLE
ECONOMIC UPDATE AS OF JANUARY 13, 2012

	Current Month	Previous Month	1 Year Ago	Trend	Current Month
National					
Unemployment	8.50%	8.60%	9.40%	↓	December
Consumer Confidence	64.5	55.2	63.4	↑	December
1 year T-Bills	0.11%	0.09%	0.26%	↔	1/12/12

State					
Monthly Unemployment	7.50%	8.00%	8.20%	↓	November
Monthly Sales Tax	\$1,980.2m	\$2,068.8m	\$1,807.9m	↑	December

Local					
Monthly Unemployment (Kerr Co.)	5.90%	6.30%	6.30%	↓	November
Median Listing Price	\$225,000	\$224,000	\$199,000	↑	12/1/11
Monthly Sales Tax	\$406,647	\$416,501	\$390,106	↑	January
Monthly EIC Tax	\$203,324	\$208,227	\$195,030	↑	January
Monthly HOT	\$60,628	\$78,259	\$57,006	↑	December

	FY12 Budget	FY12 as of 12/31/2011	FY12 % Received	FY11 as of 12/31/2010	FY11 % Received
General Fund					
Tax Revenue	\$14,501,600	\$5,230,753	36.07%	\$5,405,086	36.90%
Property Tax	\$7,900,000	\$3,678,593	46.56%	\$4,016,608	49.59%
Sales Tax	\$4,550,000	\$1,263,232	27.76%	\$1,122,351	24.94%
Permits & Fees	\$323,980	\$87,478	27.00%	\$85,958	21.36%
Intergovernmental	\$1,173,000	\$514,606	43.87%	\$260,300	36.82%
Service Revenues	\$2,571,246	\$572,627	22.27%	\$595,655	23.10%
Grant Revenue	\$26,500	\$12,559	47.39%	\$144	0.64%
Fines & Forfeitures	\$488,310	\$100,083	20.50%	\$131,434	27.51%
Interest & Misc.	\$317,770	\$42,913	13.50%	\$110,702	47.03%
Transfers In	\$1,250,000	\$312,500	25.00%	\$250,000	25.00%
Total General Fund	\$20,652,406	\$6,873,518	33.28%	\$6,839,278	34.08%
Total General Fund Expenditures	\$20,052,133	\$4,930,854	24.59%	\$5,121,013	25.52%
Water/Sewer Fund					
Water Sales	\$4,404,842	\$1,020,712	23.17%	\$1,245,065	28.30%
Sewer Sales	\$3,746,176	\$932,282	24.89%	\$883,726	23.50%
Other Revenue	\$735,226	\$196,893	26.78%	\$158,183	20.22%
Total Water & Sewer Fund	\$8,886,244	\$2,149,887	24.19%	\$2,286,975	25.58%
Total W&S Fund Expenditures	\$10,559,460	\$3,746,477	35.48%	\$2,219,367	24.50%

Agenda Item:

6A. Appointments to the Main Street Advisory Board. (staff)

**BUSINESS OF THE CITY COUNCIL
CITY OF KERRVILLE, TEXAS**

SUBJECT: Appointments to the Main Street Advisory Board

FOR AGENDA OF: January 24, 2012 **DATE SUBMITTED:** January 10, 2012

SUBMITTED BY: Brenda Craig **CLEARANCES:**
City Secretary BC

EXHIBITS: Board List

AGENDA MAILED TO:

APPROVED FOR SUBMITTAL BY CITY MANAGER: 

SUMMARY STATEMENT

Consider appointments to the following board:

Main Street Advisory Board: Four terms will expire January 31, 2012: Kyle Bond, Becky Coons, Peter Lewis, and Kacy Smith.

RECOMMENDED ACTION

Consider appointments.

MAIN STREET ADVISORY BOARD

	<u>Telephone</u>	<u>Orig. Appt.</u>	<u>Re-Appt. Date</u>	<u>Exp. Date</u>
BOND, KYLE ALAN Vice-Chairman 419 East Lane	257-8233 (O) 459-0566 (H)	01-22-08	01-26-10	01-31-12
CARR, PENNI 202 Riverhill Blvd.	896-5569 (O) 896-0059 (H)	01-27-09	01-25-11	01-31-13
COONS, BECKY 131 Sandy Lane	895-2265 (O) 257-8873 (H)	01-22-08	01-26-10	01-31-12
FRY, LEE 120 Victoria Drive	367-7109 (H)	01-27-09	01-25-11	01-31-13
LEWIS, PETER 334 W. Water St.	896-4220 (O) 896-1707 (H)	01-22-08	01-26-10	01-31-12
McDOWELL, BRETT 106 Surrey Dr. Boerne, Texas 78006	830-815-1342 (O) 896-5000 (H)	08-10-10	01-25-11	01-31-13
RAIN, SCOTT 106 Bowie	459-1156 (H) 257-8588	01-25-11		01-31-13
SCHNEIDER, RICH 105 Whitetail Rd.	370-4876 (H) 257-7373 (O)	01-25-11		01-31-13
SMITH, KACY 125 Bushwhack Rd.	792-7865 (O) 792-4788 (H)	08-10-10		01-31-12
COUNCIL LIAISON:				
Scott Gross	792-5555 (O)			
2908 Dry Hollow	210-363-1144 (C)			
PO Box 291277				
CITY STAFF:				
Johnna Wade	258-1113 (O)			
715 Water Street				

Powers and Duties: To encourage participation in the Main Street Revitalization Program; to establish goals and priorities for the Main Street Program; to review design appropriateness for the purpose of participation in the main street low-interest loan program and incentive grant projects; and to advise and support the main street program manager.

Term of Office: Two years with a maximum of two full successive terms (Bylaws)

Quorum: Five members

Number of Members: Nine

Absences: Any member who miss three consecutive meetings may be replaced (Bylaws)

Meeting Time & Place: Fourth Thursday at noon, 715 Water Street

Established by: Resolution No. 1994-133

Revised: January 25, 2011