

# **AGENDA FOR THE KERRVILLE CITY COUNCIL MEETING**

**TUESDAY, FEBRUARY 13, 2024, 6:00 P.M.**

**CITY HALL COUNCIL CHAMBERS**

**701 MAIN STREET, KERRVILLE, TEXAS**

## **The Community Vision**

*Kerrville will be a vibrant, welcoming and inclusive community that:*

- *Respects and protects the natural environment that surrounds it;*
- *Seeks to attract economic growth and development;*
- *Provides opportunities for prosperity, personal enrichment and intellectual growth for people of all ages; and*
- *Does so while preserving the small-town charm, heritage, arts and culture of the community.*



Kerrville2050



**CITY COUNCIL MEETING AGENDA**  
**FEBRUARY 13, 2024 6:00 PM**  
**CITY HALL, 701 MAIN STREET, KERRVILLE, TEXAS**



**Council Meeting Procedures, City Council and City Staff Safety,  
And Citizen Participation Guidelines**

Citizens may view and hear City Council meetings on Spectrum Channel 2 or by live-streaming via the City's website ([www.kerrvilletx.gov](http://www.kerrvilletx.gov)). City Council meetings are recorded and the recordings are posted on the City's website. Citizens wishing to speak during a meeting shall submit a completed "speaker request form" to the City Secretary before the item is introduced, but are encouraged to submit the form before the meeting begin. Each speaker is limited to four minutes.

*Pursuant to Section 30.06, Penal Code (trespass by license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun.*

*Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly.*

*Pursuant to Section 46.03, Penal Code (places weapons prohibited), a person may not carry a firearm or other weapon on this property.*

Thank you for your participation!

---

**CALL TO ORDER:** By Mayor Judy Eychner

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

1. **ANNOUNCEMENTS OF COMMUNITY INTEREST:** *Announcement of items of community interest, including expressions of thanks, congratulations, or condolences; information regarding holiday schedules; honorary recognitions of city officials, employees, or other citizens; reminders about upcoming events sponsored by the city or other entity that is scheduled to be attended by city officials or employees; and announcements involving imminent threats to the public health and safety of the city. No action will be taken.*
2. **PRESENTATIONS:**
  - 2.A Kerrville Kindness Award: *Bikers Against Child Abuse*, local chapter of BACA.
  - 2.B Recognition of the Charter Review Commission members.
  - 2.C Kerrville Police Department Team Member Recognition.
3. **VISITORS/CITIZENS FORUM:** *Any citizen with business not scheduled on the agenda may speak to the City Council. Prior to speaking, each speaker must fill out the speaker request form and give it to the City Secretary. The speaker request form must be submitted to the City Secretary before the item is called or read into record. City Council may not discuss or take any action on an item but may place the issue on a future agenda. Each speaker is limited to four minutes.*
4. **CONSENT AGENDA:** *These items are considered routine and can be approved in one motion unless a Councilmember asks for separate consideration of an item. It is recommended that the City Council approve the following items which will grant the Mayor or City Manager the authority to take all actions necessary for each approval:*
  - 4.A Purchase of International Diesel Crew Cab 2-Ton Truck with service bed, in an amount not to exceed \$163,789.00 purchased from the HGACBuy Corporation for use by the City's Public Works Department.  
Attachment: [20240109\\_Proposal\\_WarrenTrucksandTrailersTalcoTX.pdf](#)
  - 4.B City Council workshop minutes January 23, 2024.  
Attachment: [20240213\\_Minutes CC workshop 1-23-24.pdf](#)

- 4.C City Council meeting minutes January 23, 2024.  
Attachment: [20240213\\_Minutes CC meeting 1-23-24.pdf](#)

**END OF CONSENT AGENDA.**

**5. PUBLIC HEARINGS:**

- 5.A Request for variance from distance requirement applicable to the sale of alcoholic beverages per Section 10-3, Code of Ordinances; for the property addressed as 1013 Main Street (La Librairie).  
Attachments: [2024-004\\_Location Map\\_labeled.pdf](#)  
[La Librairie Letter - Final.pdf](#)

- 5.B Resolution No. 05-2024. A Resolution pursuant to Section 2306.67071, Texas Government Code, with respect to tax-exempt bond applications for housing tax credits; and finding no objection from City Council as to the applicant (Envolve Communities, LLC), its application, or the developments, which are known as Heritage Oaks Apartments and the Meadows Apartments.  
Attachment: [20240213\\_Reso 05-2024 Envolve developers Housing Tax Credits.pdf](#)

**6. ORDINANCES, SECOND READING:**

- 6.A Ordinance No. 2024-01, second reading. An Ordinance ordering a Special Election to be held on May 4, 2024, for the purpose of submitting propositions to the voters for proposed amendments to the City Charter; said Election to be held in conjunction with the City's General Election; establishing early voting times and places; and providing for public review.  
Attachment: [20240213\\_Ord 2024-01 Charter Election 5-4-24.pdf](#)

**7. ORDINANCES, FIRST READING:**

- 7.A Ordinance No. 2024-03. An Ordinance amending the City's Code of Ordinances by repealing Chapter 78 "Peddlers and Solicitors" in its entirety and replacing it with a new Article VI "Solicitations" within Chapter 30 "Businesses" of the City's Code of Ordinances; this new Article adopts revised regulations concerning canvassers, solicitors, and peddlers as those terms are defined; providing for penalties not to exceed \$500.00; ordering publication; providing an effective date; and providing other matters related to the subject.  
Attachment: [20240213\\_Ord 2024-03 Door-to-Door solicitations DRAFT.pdf](#)

- 7.B Ordinance No. 2024-04. An Ordinance establishing an exemption from ad valorem (property) taxes for qualifying child-care facility properties pursuant to the authority in Section 11.36, Texas Tax Code.  
Attachment: [20240213\\_Ord 2024-04 Childcare facility prop-tax exemption.pdf](#)

- 7.C Ordinance No. 2024-05. An Ordinance deleting Chapter 22, "Aviation", of the Code of Ordinances of the City of Kerrville, Texas; containing a cumulative clause; containing a savings and severability clause; and providing other matters relating to this subject.  
Attachment: [20240213\\_Ord 2024-05 Delete Aviation.pdf](#)

**8. CONSIDERATION AND POSSIBLE ACTION:**

- 8.A Resolution No. 04-2024. A Resolution appointing Election Judges for the general and special election (Charter Amendments) of the City of Kerrville, Texas, to be held on May 4, 2024; said judges provided by the County Elections Officer.  
Attachment: [20240213\\_Reso 04-2024 Election Judges.pdf](#)

- 8.B Resolution No. 06-2024. A Resolution pursuant to 10 Texas Administrative Code, Section 11.3(c), with respect to tax-exempt bond applications for housing tax credits; finding that the City of Kerrville, Texas has more than twice the State average of units per capita supported by housing tax credits.  
Attachment: [20240213\\_Reso 06-2024 housing tax credits State av units per capita.pdf](#)

- 8.C Agreement between Headwaters Groundwater Conservation District and the City of Kerrville, Texas, in the Spirit of Cooperation in the Protection and Preservation of Groundwater Resources.

**9. BOARD APPOINTMENTS:**

9.A Appointment to the Economic Improvement Corporation. (Eligible for Executive Session 551.074)

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

10.A Appointment to the Economic Improvement Corporation. (551.074)

**11. ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF ANY.**

**12. ITEMS FOR FUTURE AGENDAS:** *City Council may suggest items or topics for future agendas.*

**ADJOURN.**





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

---

**SUBJECT:** Kerrville Kindness Award: *Bikers Against Child Abuse*, local chapter of BACA.

**AGENDA DATE OF:** February 13, 2024      **DATE SUBMITTED:** February 5, 2024

**SUBMITTED BY:** Mayor Judy Eychner

---

<b>Expenditure Required:</b>	<b>Remaining Budget Balance in Account:</b>	<b>Amount Budgeted:</b>	<b>Account Number:</b>
N/A	N/A	N/A	N/A

**PAYMENT TO BE MADE TO:** N/A

---

<b>Kerrville 2050 Item?</b>	No
<b>Key Priority Area</b>	N/A
<b>Guiding Principle</b>	N/A
<b>Action Item</b>	N/A

---

**SUMMARY STATEMENT:**

The City of Kerrville recognizes and honors individuals or entities for acts of kindness.

**RECOMMENDED ACTION:**

Present award.



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

---

**SUBJECT:** Recognition of the Charter Review Commission members.

**AGENDA DATE OF:** February 13, 2024      **DATE SUBMITTED:** December 19, 2023

**SUBMITTED BY:** Shelley McElhannon, City Secretary

**EXHIBITS:**

---

<b>Expenditure Required:</b>	<b>Remaining Budget Balance in Account:</b>	<b>Amount Budgeted:</b>	<b>Account Number:</b>
N/A	N/A	N/A	N/A

**PAYMENT TO BE MADE TO:**      N/A

---

<b>Kerrville 2050 Item?</b>	No
<b>Key Priority Area</b>	N/A
<b>Guiding Principle</b>	N/A
<b>Action Item</b>	N/A

---

**SUMMARY STATEMENT:**

Commission Members: Danny Almond, Brenda Craig, Jason Gilbreath, Chair Greg Richards, Vice-Chair Michael Sigerman, Tim Summerlin, and Sandra Yarbrough.

**RECOMMENDED ACTION:**

Present commendations of recognition.



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

---

**SUBJECT:** Kerrville Police Department Team Member Recognition.

**AGENDA DATE OF:** February 13, 2024      **DATE SUBMITTED:** February 7, 2024

**SUBMITTED BY:** Chris McCall, Police Chief

**EXHIBITS:**

---

<b>Expenditure Required:</b>	<b>Remaining Budget Balance in Account:</b>	<b>Amount Budgeted:</b>	<b>Account Number:</b>
N/A	N/A	N/A	N/A

**PAYMENT TO BE MADE TO:** N/A

---

<b>Kerrville 2050 Item?</b>	No
<b>Key Priority Area</b>	N/A
<b>Guiding Principle</b>	N/A
<b>Action Item</b>	N/A

---

**SUMMARY STATEMENT:**

**RECOMMENDED ACTION:**

Chief McCall will present the Kerrville Police Department's 2023 Civilian Employee of the Year, Officer of the Year, and Supervisor of the Year. No Action Required.



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

**SUBJECT:** Purchase of International Diesel Crew Cab 2-Ton Truck with service bed, in an amount not to exceed \$163,789.00 purchased from the HGACBuy Corporation for use by the City's Public Works Department.

**AGENDA DATE OF:** February 13, 2024      **DATE SUBMITTED:** January 18, 2024

**SUBMITTED BY:** Scott Loveland, Assistant Director of Public Works

**EXHIBITS:**

<b>Expenditure Required:</b>	<b>Remaining Budget Balance in Account:</b>	<b>Amount Budgeted:</b>	<b>Account Number:</b>
\$147,898.62	N/A	N/A	N/A

**PAYMENT TO BE MADE TO:** N/A

<b>Kerrville 2050 Item?</b>	No
<b>Key Priority Area</b>	N/A
<b>Guiding Principle</b>	N/A
<b>Action Item</b>	N/A

**SUMMARY STATEMENT:**

This unit is essential to maintain the water system and the repair of broken water mains. It will replace a 2011 unit due for replacement.

**RECOMMENDED ACTION:**

Approve Purchase.

**ATTACHMENTS:**

[20240109\\_Proposal\\_WarrenTrucksandTrailersTalcoTX.pdf](#)

**CONTRACT PRICING WORKSHEET**  
For MOTOR VEHICLES OnlyContract  
No.:

HT06-20

Date  
Prepared:

1/9/2024

This Worksheet is prepared by Contractor and given to End User. If a PO is issued, both documents **MUST** be faxed to H-GAC @ 713-993-4548 and to **Contractor**.

Buying Agency:	City of Kerrville	Contractor:	Santex Truck Centers, Ltd.
Contact Person:	Bill Bluemel	Prepared By:	Carlos Weeber
Phone:	830-258-1415	Phone:	713-933-2396
Fax:		Fax:	
Email:	bill.bluemel@kerrvilletx.gov	Email:	cweeber@kyrishtrucks.com

Product Code:	HT06-20F10	Description:	HV607, Conv. Cab, SBFA,SRA
---------------	------------	--------------	----------------------------

**A. Product Item Base Unit Price Per Contractor's H-GAC Contract:** 74420

**B. Published Options - Itemize below - Attach additional sheet(s) if necessary - Include Option Code in description if applicable.**  
(Note: Published Options are options which were submitted and priced in Contractor's bid.)

Description	Cost	Description	Cost
1570 Tow Hooks	84	7BLV Exhaust System	1151
1ANA Axle Config.	455	8518 Cigar Lighter	45
2ARW Front Driving Axle	273	8HAB Body Builder Wiring	100
3ADC Front Suspension	67	8MSG Battery System	103
4091 Brake System Air	542	8RGA 2 Way Radio Wiring Effects	211
4EBD Wabco Air Dryer	497	8RPT Radio AM/Fm/WB/ Clock	368
4VKC Air Dryer Location	50	8THB Back up Alarm	120
4WBX Dust Shields Front	35	8TKB Super 44 LED Lights	191
4WDM Dust Shields Rear	70	8TMG Trailer Connection Socket	439
4WZJ Air Tank Location	288	8WGL Windshield Wiper Speed Control	42
5708 Tilting Steering Column	125	Subtotal From Additional Sheet(s):	58318
6DGC Driveline System	612	Subtotal B:	64186

**C. Unpublished Options - Itemize below / attach additional sheet(s) if necessary.**  
(Note: Unpublished options are items which were not submitted and priced in Contractor's bid.)

Description	Cost	Description	Cost
Customer Required Published & Unpublished Options for			
Service Truck Operation	9293	Subtotal From Additional Sheet(s):	
		Subtotal C:	9293

**Check:** Total cost of Unpublished Options (C) cannot exceed 25% of the total of the Base Unit Price plus Published Options (A+B). For this transaction the percentage is: 7%

**D. Total Cost Before Any Applicable Trade-In / Other Allowances / Discounts (A+B+C)**

Quantity Ordered:	1	X Subtotal of A + B + C:	147899	=	Subtotal D:	147899
-------------------	---	--------------------------	--------	---	-------------	--------

**E. H-GAC Order Processing Charge (Amount Per Current Policy)** Subtotal E: 1000

**F. Trade-Ins / Special Discounts / Other Allowances / Freight / Installation / Miscellaneous Charges**

Description	Cost	Description	Cost
		Subtotal F:	0

**Delivery Date:** **G. Total Purchase Price (D+E+F):** 148899

8WPZ	Test Exterior Lights	42
8WRB	Headlights on with wipers	42
8WTK	Starting Motor	193
8XDU	Battery Box	461
8XHC	Parking Brake Alarm	42
9WAC	Bug Screen	131
10WCY	Safety Triangles	47
12EYX	Engine Diesel Cummins L9	9404
12VBB	Dual Element Air Cleaner	108
12WVG	EPA Idle Complaiance	97
13BCS	Trans. Automatic Allison 3000 RDS	6476
13WET	Trans. Shift Control	50
13WLP	Synthetic Trans Oil	203
14051	Axle Rear Single	1157
14VAH	Suspension Rear Single	169
14WMG	Synthetic Rear Axle Lube	198
15SXJ	Fuel Tank	342
15WCN	DEF Tank	178
16CAB	Extended Cab	5597
16HGH	Oil Temp Gauge - Allison	48
16HHE	Air Cleaner Rest. Gauge	30
16RPV	Passenger Seat	508
16SMV	Seat Rear Bench	980
16WLS	Fresh Air Filter	76
16WSL	Convex Hood mirrors	213
27DUK	Wheels Front	84
28DUK	Wheels Rear	127
60AAG	Remote Power Module	790
60ABE	Body Intg	25
	Sub Total	27818
	Warren Body Quote # 14974	30500
	Total	58318



# Quote WTTLLC00014974 Page 1 of 4 Date 12/6/2023

Warren Truck and Trailer, LLC  
15768 US HIGHWAY 271 NORTH  
Talco TX 75487

Phone (888) 734-4400  
Fax (903) 379-4400  
WarrenTruckAndTrailer.com

Bill To	Ship To	Contact
LONGHORN INTERNATIONAL TRUCKS LTD. P.O. BOX 6260 AUSTIN TX 78762	LONGHORN INTERNATIONAL TRUCKS LTD. 5010 BURLESON RD AUSTIN TX 78744	RICHARD WOERNDAL (512) 389-1111 Ext. 0000

Purchase Order No.		Customer ID	Salesperson ID	Shipping Method	Payment Terms	Req Ship Date	Master No.
		LON702	CHRIS	DELIVERED	Net30	0/0/0000	10,023,423
QTY	Item Number	Description	UOM	Unit Price	Ext. Price		
1	SERVICE BODY	E SERIES SERVICE BODY - E84DW94 Q-14974 CITY OF KERRVILLE  EQUIPMENT SERVICE BODY MODEL #: E84DW94 Length: 132" Width: 94" Height: 44" Compartment Depth: 20" Floor Line: 27" Fender Openings: Large "C" Series - LFO-1 Fender Flairs: Rubber Roll Crown Mount Kit: E Series for Straight Frame Chassis 60"-120" Body Sides: 14 ga A40 Galvanized Steel Floor: 1/8" Medium Pattern Treadplate Understructure: 4" X 5.1# Front and Rear Crossmembers Crossmembers: 4" 10 ga Formed Longmembers: Three Full Length 12 ga Runners: 1/2" X 3" Flatbar	Each	\$29,850.00	\$29,850.00		
1	BODY SPEC CONTINUED	Doors: 14 ga Outer Panel - 18 ga Inner Panel w/ Positive Contact to Seals. Latches: Stainless Steel Paddle Rotary Latches Hinges: Stainless Steel with 5/16" Rod Door Retainers: Spring Loaded with Chain Supports (Removable to allow 180 deree opening) Shelves: 16 ga - Removable and Repositionable with Dividers and Material Hook Bar (3 Hooks) Tailgate: 11-1/2" High - Center Latch Body Undercoated: Yes Compartment Lights: Yes - Part # BLTKLED84 IP 65 LED Strip Lights w/ Door Switches BUYERS TOPSIDER 96" TOOLBOX BUYERS PART # 1702860	Each	\$0.00	\$0.00		
1	TOOLBOX	DUAL DOOR TOP SIDER TOOLBOX 16" X 13" X 96"	Each	\$0.00	\$0.00		





# Quote WTTLLC00014974 Page 2 of 4 Date 12/6/2023

Warren Truck and Trailer, LLC  
15768 US HIGHWAY 271 NORTH  
Talco TX 75487

Phone (888) 734-4400  
Fax (903) 379-4400  
WarrenTruckAndTrailer.com

Purchase Order No.		Customer ID	Salesperson ID	Shipping Method	Payment Terms	Req Ship Date	Master No.
		LON702	CHRIS	DELIVERED	Net30	0/0/0000	10,023,423
QTY	Item Number	Description	UOM	Unit Price	Ext. Price		
1	LIGHTS	Locking T-Handle Latches White Paint					
		Mounted D/S - Doors Open to Inside Body Mounted Flush with the Rear of Body Flush with Inside of Driver Side Boxes allowing Doors to open Fully.  See Photos					
		LED Lights and Harness	Each	\$0.00	\$0.00		
		RKI LTK LED2 Flush Mount Light Kit with Lite Mount Brackets					
		Compartment Lights: YES - With Door Switches					
1	CAB GUARD	Stobes: Maxima Surface Mount Amber Stobes On Rear of Body Above STT/Reverse Lights - Part #: M20484YCL-DC					
		Buyers 49" Amber Light Bar Mounted on Headache Rack with (8) Amber Modules - Part #: 888930492					
		WIRE REAR STROBES AND LIGHT BAR TO SINGLE SWITCH.					
		Tag Light and Liscense Plate Below STT/Reverse Lights on D/S Rear of Body.  See Photos.					
		WARREN FABRICATED CAB RACK FABRICATED CAB GUARD 2" SQUARE TUBING W/ LIGHT BAR MOUNTING BRACKETS FOR 49" LIGHT BAR	Each	\$0.00	\$0.00		
1	TOW PACKAGE	TOP HORIZONTAL - FULL WIDTH MIDDLE HORIZONTAL - ABOVE CAB WINDOW BETWEEN VERTICAL BRACES BOTTOM HORIZONTAL - FULL WIDTH  SEE PHOTOS					
		Pintle Plate: 1" - SQUARE PLATE Pintle Hitch: 50 Ton SWIVEL - BUYERS BP880 - 29" GROND TO CENTER OF HITCH Receiver Tube: 2" MOUNTED BELOW HITCH - TOP OF TUBE 22" ABOVE THE GROUND Glad Hands: Yes THROUGH PLATE - TOP LEFT OF PLATE	Each	\$0.00	\$0.00		



# Quote WTTLLC00014974

Page 3 of 4  
Date 12/6/2023

Warren Truck and Trailer, LLC  
15768 US HIGHWAY 271 NORTH  
Talco TX 75487

Phone (888) 734-4400  
Fax (903) 379-4400  
WarrenTruckAndTrailer.com

Purchase Order No.		Customer ID	Salesperson ID	Shipping Method	Payment Terms	Req Ship Date	Master No.
		LON702	CHRIS	DELIVERED	Net30	0/0/0000	10,023,423
QTY	Item Number	Description	UOM	Unit Price	Ext. Price		
		D Rings: Yes - MOUNTING HEIGHT - CENTER OF HITCH Tow Hooks: No Electric Plug: 7 Way - 6 WAY PLUG - 7 WAY RV PLUG - SINGLE POLE AUX POWER PLUG Pup Rigging: No  ALL TRAILER ELECTRICAL PLUGS MOUNTED TOP LEFT OF PLATE  SEE PHOTO					
1	AUXILARTY PLUG	PHILLIPS SINGLE POLE SOCKET MOUNTED ON PINTLE PLATE - LEFT OF HITCH  PHILLIPS PART #: 15320  WIRE PLUG TO BATTERY ON 50 AMP AUTO RESET CIRCUIT BREAKER. - BUYERS # CB50  SEE PHOTO	Each	\$0.00	\$0.00		
1	BRAKE CONTROLLER	12 V ELECTRIC BRAKE CONTROLLER BUYERS BC2A  WIRED TO 6 WAY ROUND AND 7 WAY RV PLUGS.	Each	\$0.00	\$0.00		
1	REAR BUMPER	FABRICATED TREAT PLATE REAR BUMPER  3/16" TREAD PLATE TOP SURFACE  DUAL BUMPERS LEFT AND RIGHT SIDES OF BODY - TAPERED IN ON 45 DEGREE ANGLE TO EACH SIDE OF PINTLE PLATE.  SEE PHOTO.	Each	\$0.00	\$0.00		
1	WATER CAN HOLDER	BUYERS 5 GAL WATER COOLER MOUNT STEEL WATER COOLER HOLDER - FITS 5 GALLON WATER COOLER BUYERS PART #: 5201005  MOUNTED REAR OF BODY ON PASSENGER SIDE - BELOW STT AND REVERSE LIGHTS GUSSET SUPPORT TO REAR BUMPER.  SEE PHOTO	Each	\$0.00	\$0.00		
1	PIPE VISE	RIDGID 40210 Model BC610 Top Screw Bench Chain Vise, Bench Vise for 1/4" to 6" Pipe and Tubing, 11x11x7, Red	Each	\$0.00	\$0.00		



# Quote WTTLLC00014974 Page 4 of 4 Date 12/6/2023

Warren Truck and Trailer, LLC  
15768 US HIGHWAY 271 NORTH  
Talco TX 75487

Phone (888) 734-4400  
Fax (903) 379-4400  
WarrenTruckAndTrailer.com

Purchase Order No.		Customer ID	Salesperson ID	Shipping Method	Payment Terms	Req Ship Date	Master No.	
		LON702	CHRIS	DELIVERED	Net30	0/0/0000	10,023,423	
QTY	Item Number	Description				UOM	Unit Price	Ext. Price
1	DELIVERY	MOUNTED ON BUMPER - DRIVER SIDE				Each	\$0.00	\$0.00
		MOUNT SO PIPE SITS ABOVE REAR BUMPER SIDE TO SIDE.						
		DELIVER COMPLETED UNIT(S) TO KYRISH - LONGHORN AUTIN, TX						
		DELIVERY AND FUEL CHARGES SHOWN BELOW. (\$650.00)						

Quotation reviewed and accepted by:  
(signed) \_\_\_\_\_  
Please fax back to us for entry as an order  
NOTE: Quotation good for 10 days only

Subtotal	\$29,850.00
Misc	\$0.00
Tax	\$0.00
Ship & Handling	\$650.00
Trade In Allowance	\$0.00
<b>Total</b>	<b>\$30,500.00</b>

**Prepared For:**

City of Kerrville  
Bill Bluemel  
310 McFarland Dr.  
Kerrville, TX 78028-4449  
(830)257 - 8000  
Reference ID: ext cab

**Presented By:**

LONGHORN INT'L TRCKS LTD  
Richard Woerndell  
5010 Burleson Rd.  
AUSTIN TX 78744 -  
(512)389-1111

Thank you for the opportunity to provide you with the following quotation on a new International truck. I am sure the following detailed specification will meet your operational requirements, and I look forward to serving your business needs.

**Model Profile**  
**2025 HV607 SBA (HV607)**

<b>AXLE CONFIG:</b>	4X2
<b>APPLICATION:</b>	Service Body
<b>MISSION:</b>	Requested GVWR: 33000. Calc. GVWR: 35000. Calc. GCWR: 80000 Calc. Start / Grade Ability: 34.78% / 3.84% @ 55 MPH Calc. Geared Speed: 76.4 MPH
<b>DIMENSION:</b>	Wheelbase: 183.00, CA: 89.90, Axle to Frame: 61.00
<b>ENGINE, DIESEL:</b>	{Cummins L9 330} EPA 2024, 330HP @ 2200 RPM, 1000 lb-ft Torque @ 1200 RPM, 2200 RPM Governed Speed, 330 Peak HP (Max)
<b>TRANSMISSION, AUTOMATIC:</b>	{Allison 3000 RDS} 6th Generation Controls, Close Ratio, 6-Speed with Double Overdrive, with PTO Provision, Less Retarder, Includes Oil Level Sensor, with 80,000-lb GVW and GCW Max, On/Off Highway
<b>CLUTCH:</b>	Omit Item (Clutch & Control)
<b>AXLE, FRONT NON-DRIVING:</b>	{Meritor MFS-12-143A} Wide Track, I-Beam Type, 12,000-lb Capacity
<b>AXLE, REAR, SINGLE:</b>	{Meritor RS-23-160} Single Reduction, 23,000-lb Capacity, 200 Wheel Ends Gear Ratio: 5.38
<b>CAB:</b>	Conventional, Extended
<b>TIRE, FRONT:</b>	(2) 11R22.5 Load Range G HSR 3 (CONTINENTAL), 494 rev/mile, 75 MPH, All-Position
<b>TIRE, REAR:</b>	(4) 11R22.5 Load Range G HSR 3 (CONTINENTAL), 494 rev/mile, 75 MPH, All-Position
<b>SUSPENSION, REAR, SINGLE:</b>	23,500-lb Capacity, Vari-Rate Springs, with 4500-lb Capacity Auxiliary Rubber Springs
<b>PAINT:</b>	Cab schematic 100WL Location 1: 9219, Winter White (Std) Chassis schematic N/A

## INTERNATIONAL®

Vehicle Specifications  
2025 HV607 SBA (HV607)

January 09, 2024

<u>Code</u>	<u>Description</u>	<u>List</u> (US DOLLAR)
HV60700	Base Chassis, Model HV607 SBA with 183.00 Wheelbase, 89.90 CA, and 61.00 Axle to Frame.	\$121,554.00
1570	TOW HOOK, FRONT (2) Frame Mounted	\$84.00
1ANA	AXLE CONFIGURATION {Navistar} 4x2	\$0.00
	<u>Notes</u> : Pricing may change if axle configuration is changed.	
1CAG	FRAME RAILS Heat Treated Alloy Steel (120,000 PSI Yield); 10.250" x 3.610" x 0.375" (260.4mm x 91.7mm x 9.5mm); 456.0" (11582mm) Maximum OAL	\$455.00
1LLA	BUMPER, FRONT Swept Back, Steel, Heavy Duty	\$0.00
1WGR	WHEELBASE RANGE 138" (350cm) Through and Including 187" (475cm)	\$0.00
2ARW	AXLE, FRONT NON-DRIVING {Meritor MFS-12-143A} Wide Track, I-Beam Type, 12,000-lb Capacity	\$273.00
3ADC	SUSPENSION, FRONT, SPRING Parabolic Taper Leaf, Shackle Type, 12,000-lb Capacity, with Shock Absorbers	\$67.00
4091	BRAKE SYSTEM, AIR Dual System for Straight Truck Applications	\$0.00
	<u>Includes</u> : BRAKE LINES Color and Size Coded Nylon : DRAIN VALVE Twist-Type : GAUGE, AIR PRESSURE (2) Air 1 and Air 2 Gauges; Located in Instrument Cluster : PARKING BRAKE CONTROL Yellow Knob, Located on Instrument Panel : PARKING BRAKE VALVE For Truck : QUICK RELEASE VALVE On Rear Axle for Spring Brake Release: 1 for 4x2, 2 for 6x4 : SPRING BRAKE MODULATOR VALVE R-7 for 4x2, SR-7 with relay valve for 6x4/8x6	
4619	TRAILER CONNECTIONS Four-Wheel, with Hand Control Valve and Tractor Protection Valve, for Straight Truck	\$542.00
	<u>Notes</u> : When electronic stability control is ordered with trailer connections on a 4x2 truck, please check the operator manual for trailer weight restrictions.	
4AZA	AIR BRAKE ABS {Bendix AntiLock Brake System} 4-Channel (4 Sensor/4 Modulator) Full Vehicle Wheel Control System	\$0.00
4EBD	AIR DRYER {Wabco System Saver 1200} with Heater	\$497.00
4EXP	BRAKE CHAMBERS, FRONT AXLE {Bendix} 20 SqiN	\$0.00
4EXU	BRAKE CHAMBERS, REAR AXLE {Bendix EverSure} 30/30 SqiN Spring Brake	\$0.00
4GBM	BRAKE, PARKING Manual Push-Pull Pneumatic Parking Brake	\$0.00
4LAG	SLACK ADJUSTERS, FRONT {Gunitite} Automatic	\$0.00
4LGG	SLACK ADJUSTERS, REAR {Gunitite} Automatic	\$0.00
4SPA	AIR COMPRESSOR {Cummins} 18.7 CFM	\$0.00
4VKC	AIR DRYER LOCATION Mounted Inside Left Rail, Back of Cab	\$50.00
4WBX	DUST SHIELDS, FRONT BRAKE for Air Cam Brakes	\$35.00
4WDA	DRAIN VALVE (3) Petcocks, for Air Tanks	\$0.00
4WDM	DUST SHIELDS, REAR BRAKE for Air Cam Brakes	\$70.00

<u>Code</u>	<u>Description</u>	<u>List</u> (US DOLLAR)
4WZJ	AIR TANK LOCATION (2) : One Mounted Under Each Rail, Front of Rear Suspension, Parallel to Rail	\$288.00
4XDC	BRAKES, FRONT {Meritor 15X4 Q-PLUS CAST} Air S-Cam Type, Cast Spider, Fabricated Shoe, Double Anchor Pin, Size 15" X 4", 13,200-lb Capacity	(\$1,633.00)
4XDR	BRAKES, REAR {Meritor 16.5X7 Q-PLUS CAST} Air S-Cam Type, Cast Spider, Fabricated Shoe, Double Anchor Pin, Size 16.5" X 7", 23,000-lb Capacity per Axle	(\$1,424.00)
5708	STEERING COLUMN Tilting	\$125.00
5CAW	STEERING WHEEL 4-Spoke; 18" Dia., Black	\$0.00
5PSA	STEERING GEAR {Sheppard M100} Power	\$0.00
6DGC	DRIVELINE SYSTEM {Dana Spicer} SPL170, for 4x2/6x2	\$612.00
7BEV	AFTERTREATMENT COVER Steel, Black	\$0.00
7BLV	EXHAUST SYSTEM Horizontal Aftertreatment System, Frame Mounted Right Side Under Cab, for Single Short Horizontal Tail Pipe, Frame Mounted Right Side Back of Cab	\$1,161.00
8000	ELECTRICAL SYSTEM 12-Volt, Standard Equipment	\$0.00
	<u>Includes</u>	
	: DATA LINK CONNECTOR For Vehicle Programming and Diagnostics In Cab	
	: HAZARD SWITCH Push On/Push Off, Located on Instrument Panel to Right of Steering Wheel	
	: HEADLIGHT DIMMER SWITCH Integral with Turn Signal Lever	
	: PARKING LIGHT Integral with Front Turn Signal and Rear Tail Light	
	: STARTER SWITCH Electric, Key Operated	
	: STOP, TURN, TAIL & B/U LIGHTS Dual, Rear, Combination with Reflector	
	: TURN SIGNAL SWITCH Self-Cancelling for Trucks, Manual Cancelling for Tractors, with Lane Change Feature	
	: WINDSHIELD WIPER SWITCH 2-Speed with Wash and Intermittent Feature (5 Pre-Set Delays), Integral with Turn Signal Lever	
	: WINDSHIELD WIPERS Single Motor, Electric, Cowl Mounted	
	: WIRING, CHASSIS Color Coded and Continuously Numbered	
8518	CIGAR LIGHTER Includes Ash Cup	\$45.00
8GXD	ALTERNATOR {Leece-Neville AVI160P2013} Brush Type, 12 Volt, 160 Amp Capacity, Pad Mount, with Remote Sense	\$0.00
8HAB	BODY BUILDER WIRING Back of Day Cab at Left Frame or Under Sleeper, Extended or Crew Cab at Left Frame; Includes Sealed Connectors for Tail/Amber Turn/Marker/ Backup/ Accessory Power/Ground and Sealed Connector for Stop/Turn	\$100.00
8MSG	BATTERY SYSTEM {Fleetrite} Maintenance-Free, (3) 12-Volt 1980CCA Total, Top Threaded Stud	\$103.00
8RGA	2-WAY RADIO Wiring Effects; Wiring with 20 Amp Fuse Protection, Includes Ignition Wire with 5 Amp Fuse, Wire Ends Heat Shrink and Routed to Center of Header Console in Cab	\$211.00
8RMV	SPEAKERS (2) 6.5" Dual Cone Mounted in Doors	\$0.00
8RPP	ANTENNA Shark Fin, Roof Mounted	\$0.00
8RPT	RADIO AM/FM/WB/Clock/USB Input/Auxiliary Input	\$368.00
8THB	BACK-UP ALARM Electric, 102 dBA	\$120.00

<u>Code</u>	<u>Description</u>	<u>List</u> (US DOLLAR)
8TKB	STOP, TURN, TAIL & B/U LIGHTS {Truck Lite} Super 44, with LED Lights for Stop, Turn & Tail Lights, Truck Lite Super 40 for Backup Lights, with Power Module, "International" Termination and Less Junction Box, Includes Incandescent License Plate Light	\$191.00
8TMG	TRAILER CONNECTION SOCKET {Phillips} 7-Way, Mounted at Rear of Frame, Wired for Turn Signals Combined with Stop, Compatible with Trailers with Combined Stop, Tail, Turn Lamps	\$439.00
8VAY	HORN, ELECTRIC Disc Style	\$0.00
8WGL	WINDSHIELD WIPER SPD CONTROL Force Wipers to Slowest Intermittent Speed When Park Brake Set and Wipers Left on for a Predetermined Time	\$42.00
8WPH	CLEARANCE/MARKER LIGHTS (5) {Truck Lite} Amber LED Lights, Flush Mounted on Cab or Sunshade	\$0.00
8WPZ	TEST EXTERIOR LIGHTS Pre-Trip Inspection will Cycle all Exterior Lamps Except Back-up Lights	\$42.00
8WRB	HEADLIGHTS ON W/WIPERS Headlights Will Automatically Turn On if Windshield Wipers are Turned On	\$42.00
8WTK	STARTING MOTOR {Delco Remy 38MT Type 300} 12 Volt, Less Thermal Over-Crank Protection	\$193.00
8WWJ	INDICATOR, LOW COOLANT LEVEL with Audible Alarm	\$0.00
8XAH	CIRCUIT BREAKERS Manual-Reset (Main Panel) SAE Type III with Trip Indicators, Replaces All Fuses	\$0.00
8XDU	BATTERY BOX Steel, with Aluminum Cover, 14" Wide, 2-3 Battery Capacity, Mounted Left Side Under Cab	\$461.00
8XGT	TURN SIGNALS, FRONT Includes LED Side Turn Lights Mounted on Fender	\$0.00
8XHC	ALARM, PARKING BRAKE Electric Horn Sounds in Repetitive Manner when Vehicle Park Brake is "NOT" Set, with Ignition "ON" or "OFF" and any Door Opened and Brake Pedal Released	\$42.00
8XNY	HEADLIGHTS Halogen	\$0.00
9AAB	LOGOS EXTERIOR Model Badges	\$0.00
9AAE	LOGOS EXTERIOR, ENGINE Badges	\$0.00
9HBM	GRILLE Stationary, Chrome	\$0.00
9WAC	BUG SCREEN Mounted Behind Grille	\$131.00
9WBC	FRONT END Tilting, Fiberglass, with Three Piece Construction, for WorkStar/HV	\$0.00
10060	PAINT SCHEMATIC, PT-1 Single Color, Design 100	\$0.00
	<u>Includes</u> : PAINT SCHEMATIC ID LETTERS "WL"	
10761	PAINT TYPE Base Coat/Clear Coat, 1-2 Tone	\$0.00
10AGB	COMMUNICATIONS MODULE Telematics Device with Over the Air Programming; Includes Five Year Data Plan and International 360	\$0.00
10SLV	PROMOTIONAL PACKAGE Government Silver Package	\$0.00
10WCY	SAFETY TRIANGLES	\$47.00
11001	CLUTCH Omit Item (Clutch & Control)	\$0.00



<u>Code</u>	<u>Description</u>	<u>List</u> (US DOLLAR)
12703	ANTI-FREEZE Red, Extended Life Coolant; To -40 Degrees F/ -40 Degrees C, Freeze Protection	\$0.00
12EYX	ENGINE, DIESEL {Cummins L9 330} EPA 2024, 330HP @ 2200 RPM, 1000 lb-ft Torque @ 1200 RPM, 2200 RPM Governed Speed, 330 Peak HP (Max)	\$9,404.00
12THT	FAN DRIVE {Horton Drivemaster} Two-Speed Type, Direct Drive, with Residual Torque Device for Disengaged Fan Speed	\$0.00
	<u>Includes</u> : FAN Nylon	
12UWZ	RADIATOR Aluminum, Cross Flow, Front to Back System, 1228 SqIn, with 1167 SqIn Charge Air Cooler, Includes In-Tank Oil Cooler	\$0.00
	<u>Includes</u> : DEAERATION SYSTEM with Surge Tank : HOSE CLAMPS, RADIATOR HOSES Gates Shrink Band Type; Thermoplastic Coolant Hose Clamps : RADIATOR HOSES Premium, Rubber	
12VBB	AIR CLEANER Dual Element	\$108.00
12VJS	EMISSION, CALENDAR YEAR {Cummins L9} EPA, OBD and GHG Certified for Calendar Year 2024	\$0.00
12VXT	THROTTLE, HAND CONTROL Engine Speed Control; Electronic, Stationary, Variable Speed; Mounted on Steering Wheel	\$0.00
12VYP	ENGINE CONTROL, REMOTE MOUNTED No Provision for Remote Mounted Engine Control	\$0.00
12WVG	EPA IDLE COMPLIANCE Low NOx Idle Engine, Complies with EPA Clean Air Regulations; Includes "Certified Clean Idle" Decal on Hood	\$97.00
12WZE	CARB IDLE COMPLIANCE Does Not Comply with California Clean Air Idle Regulations	\$0.00
12XCS	CARB EMISSION WARR COMPLIANCE Does Not Comply with CARB Emission Warranty	\$0.00
13BCS	TRANSMISSION, AUTOMATIC {Allison 3000 RDS} 6th Generation Controls, Close Ratio, 6-Speed with Double Overdrive, with PTO Provision, Less Retarder, Includes Oil Level Sensor, with 80,000-lb GVW and GCW Max, On/Off Highway	\$6,476.00
13WET	TRANSMISSION SHIFT CONTROL Column Mounted Stalk Shifter, Not for Use with Allison 1000 & 2000 Series Transmission	\$50.00
13WLP	TRANSMISSION OIL Synthetic; 29 thru 42 Pints	\$203.00
13WUC	ALLISON SPARE INPUT/OUTPUT for Rugged Duty Series (RDS) and Regional Haul Series (RHS), General Purpose Trucks, Construction, Package Number 223	\$0.00
13WVV	NEUTRAL AT STOP Allison Transmission Shifts to Neutral When Service Brake is Depressed and Vehicle is at Stop; Remains in Neutral Until Service Brake is Released	\$0.00
13WYU	SHIFT CONTROL PARAMETERS {Allison} 3000 or 4000 Series Transmissions, Performance Programming	\$0.00
13XAM	PTO LOCATION Dual, Customer Intends to Install PTO at Left and/or Right Side of Transmission	\$0.00
14051	AXLE, REAR, SINGLE {Meritor RS-23-160} Single Reduction, 23,000-lb Capacity, 200 Wheel Ends . Gear Ratio: 5.38	\$1,157.00

<u>Code</u>	<u>Description</u>	<u>List</u> (US DOLLAR)
14VAH	SUSPENSION, REAR, SINGLE 23,500-lb Capacity, Vari-Rate Springs, with 4500-lb Capacity Auxiliary Rubber Springs	\$169.00
14WMG	AXLE, REAR, LUBE {EmGard FE-75W-90} Synthetic Oil; 30 thru 39.99 Pints	\$198.00
15LNR	FUEL/WATER SEPARATOR {Racor 400 Series} with Primer Pump, Includes Water-in-Fuel Sensor, Mounted on Engine	\$0.00
15SXJ	FUEL TANK Top Draw, Non-Polished Aluminum, 24" Dia, 50 US Gal (189L), Mounted Left Side, Under Cab	\$342.00
15WCN	DEF TANK 5 US Gal (19L) Capacity, Frame Mounted Outside Left Rail, Under Cab	\$178.00
16BAM	AIR CONDITIONER with Integral Heater and Defroster	\$0.00
16CAB	CAB Conventional, Extended	\$5,597.00
16GED	GAUGE CLUSTER Base Level; English with English Electronic Speedometer	\$0.00
	<u>Includes</u> : GAUGE CLUSTER DISPLAY: Base Level (3" Monochromatic Display), Premium Level (5" LCD Color Display); Odometer, Voltmeter, Diagnostic Messages, Gear Indicator, Trip Odometer, Total Engine Hours, Trip Hours, MPG, Distance to Empty/Refill for : GAUGE CLUSTER Speedometer, Tachometer, Engine Coolant Temp, Fuel Gauge, DEF Gauge, Oil Pressure Gauge, Primary and Secondary Air Pressure : WARNING SYSTEM Low Fuel, Low DEF, Low Oil Pressure, High Engine Coolant Temp, Low Battery Voltage (Visual and Audible), Low Air Pressure (Primary and Secondary)	
16HGH	GAUGE, OIL TEMP, AUTO TRANS for Allison Transmission	\$48.00
16HHE	GAUGE, AIR CLEANER RESTRICTION {Filter-Minder} Mounted in Instrument Panel	\$30.00
16HKT	IP CLUSTER DISPLAY On Board Diagnostics Display of Fault Codes in Gauge Cluster	\$0.00
16JNT	SEAT, DRIVER {National 2000} Air Suspension, High Back with Integral Headrest, Vinyl, Isolator, 1 Chamber Lumbar, with 2 Position Front Cushion Adjust, -3 to +14 Degree Angle Back Adjust	\$0.00
16RPV	SEAT, PASSENGER {National 2000} Air Suspension, High Back with Integral Headrest, Vinyl, Isolated, 1 Chamber Lumbar, 2 Position Front Cushion Adjustment, -3 to +14 Degree Back Adjust	\$508.00
16SMV	SEAT, REAR {National} BENCH; Full Width; Vinyl, with Fixed Mid Back	\$980.00
16SNL	MIRRORS (2) C-Loop, Black Heads and Arms, 7.5" x 14" Flat Glass, Includes 7.5" x 7" Convex Mirrors, for 102" Load Width	\$0.00
	<u>Notes</u> : Mirror Dimensions are Rounded to the Nearest 0.5"	
16VKC	CAB INTERIOR TRIM Classic, for Extended Cab	\$0.00
	<u>Includes</u> : CONSOLE, OVERHEAD Molded Plastic with Dual Storage Pockets, Retainer Nets and CB Radio Pocket; Located Above Driver and Passenger : DOME LIGHT, CAB Door Activated and Push On-Off at Light Lens, Timed Theater Dimming, Integral to Overhead Console, Center Mounted : SUN VISOR (2) Padded Vinyl; 2 Moveable (Front-to-Side) Primary Visors, Driver Side with Toll Ticket Strap	
16VLV	MONITOR, TIRE PRESSURE Omit	(\$996.00)
16WLS	FRESH AIR FILTER Attached to Air Intake Cover on Cowl Tray in Front of Windshield Under Hood	\$76.00

**INTERNATIONAL®****Vehicle Specifications  
2025 HV607 SBA (HV607)**

January 09, 2024

<b><u>Code</u></b>	<b><u>Description</u></b>	<b><u>List</u></b> (US DOLLAR)
16WSK	CAB REAR SUSPENSION Air Bag Type	\$0.00
16WSL	MIRROR, CONVEX, HOOD MOUNTED {Lang Mekra} (2) Right and Left Sides, Black 7.5" Sq.	\$213.00
16XCK	WINDOW, MANUAL (2) and Manual Door Locks, Left and Right Doors	(\$367.00)
16XJN	INSTRUMENT PANEL Flat Panel	\$0.00
16ZBT	ACCESS, CAB Steel, Driver & Passenger Sides, Two Steps per Door, for use with Day Cab and Extended Cab	\$0.00
27DUK	WHEELS, FRONT {Accuride 29169} DISC; 22.5x8.25 Rims, Powder Coat Steel, 5-Hand Hole, 10-Stud, 285.75mm BC, Hub-Piloted, Flanged Nut, with .472" Thick Increased Capacity Disc and Steel Hubs	\$84.00
28DUK	WHEELS, REAR {Accuride 29169} DUAL DISC; 22.5x8.25 Rims, Powder Coat Steel, 5-Hand Hole, 10-Stud, 285.75mm BC, Hub-Piloted, Flanged Nut, with .472" Thick Increased Capacity Disc and Steel Hubs	\$127.00
60AAG	BDY INTG, REMOTE POWER MODULE Mounted Inside Cab Behind Driver Seat, Up to 6 Outputs & 6 Inputs, Max 20 amp per Channel, Max 80 amp Total; Includes 1 Switch Pack with Latched Switches	\$790.00
60ABE	BDY INTG, PTO ACCOMMODATION for Electric over Hydraulic PTO, Does Not Include Solenoids, with Latched Switch Mounted on Dash Includes Audible Alarm and Indicator Light in Gauge Cluster (Requires 1 Remote Power Module input & 1 output)	\$25.00
7372135439	(2) TIRE, FRONT 11R22.5 Load Range G HSR 3 (CONTINENTAL), 494 rev/mile, 75 MPH, All-Position	\$0.00
7372135439	(4) TIRE, REAR 11R22.5 Load Range G HSR 3 (CONTINENTAL), 494 rev/mile, 75 MPH, All-Position	\$0.00
<b>Total of Product Features</b>		<b>\$150,830.00</b>
<b>Services Section:</b>		
40128	WARRANTY Standard for HV507, HV50B, HV607 Models, Effective with Vehicles Built July 1, 2017 or Later, CTS-2025A	\$0.00
<b>Total of Service Features</b>		<b>\$0.00</b>
<b>Total List Price Including Options:</b>		<b>\$150,830.00</b> (US DOLLAR)
1	Body: E Series Service Body - E84DW94 from Warren Truck and Trailer, see quote WTTLLC00014974 for details.	\$30,500.00
<b>Total Body Allied:</b>		<b>\$30,500.00</b> (US DOLLAR)

<u>Description</u>	(US DOLLAR)	<u>Price</u>
Net Sales Price:		\$147,898.62

Please feel free to contact me regarding these specifications should your interests or needs change. I am confident you will be pleased with the quality and service of an International vehicle.

Approved by Seller:

Accepted by Purchaser:

Official Title and Date

Authorized Signature

Firm or Business Name

Authorized Signature and Date

This proposal is not binding upon the seller without  
Seller's Authorized Signature

Official Title and Date

The TOPS FET calculation is an estimate for reference purposes only. The seller or retailer is responsible for calculating and reporting/paying appropriate FET to the IRS.

The limited warranties applicable to the vehicles described herein are Navistar, Inc.'s standard printed warranties which are incorporated herein by reference and to which you have been provided a copy and hereby agree to their terms and conditions.



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

---

**SUBJECT:** City Council workshop minutes January 23, 2024.

**AGENDA DATE OF:** February 13, 2024      **DATE SUBMITTED:** January 26, 2024

**SUBMITTED BY:** Shelley McElhannon, City Secretary

**EXHIBITS:**

---

<b>Expenditure Required:</b>	<b>Remaining Budget Balance in Account:</b>	<b>Amount Budgeted:</b>	<b>Account Number:</b>
N/A	N/A	N/A	N/A

**PAYMENT TO BE MADE TO:** N/A

---

<b>Kerrville 2050 Item?</b>	No
<b>Key Priority Area</b>	N/A
<b>Guiding Principle</b>	N/A
<b>Action Item</b>	N/A

---

**SUMMARY STATEMENT:**

City Council workshop minutes January 23, 2024 at 4:00 p.m.

**RECOMMENDED ACTION:**

Approve minutes as presented.

**ATTACHMENTS:**

[20240213\\_Minutes CC workshop 1-23-24.pdf](#)

**CITY COUNCIL WORKSHOP MINUTES  
CITY HALL COUNCIL CHAMBERS**

**JANUARY 23, 2024 4:00 PM  
701 MAIN STREET, KERRVILLE, TEXAS**

**CALL TO ORDER:** On January 23, 2024 at 4:00 p.m., the City Council workshop was called to order by Mayor Judy Eychner at City Hall Council Chambers, 701 Main Street.

**COUNCILMEMBERS PRESENT:**

Judy Eychner, Mayor  
Roman Garcia, Council Place 1  
Jeff Harris, Council Place 2  
Joe Herring Jr, Council Place 3  
Brenda Hughes, Council Place 4/Mayor Pro Tem

**COUNCILMEMBERS ABSENT:**

None

**CITY STAFF PRESENT:**

Dalton Rice, City Manager	Ashlea Boyle, Director of Parks & Rec
Mike Hayes, City Attorney	Kyle Burow, Director of Engineering
Michael Hornes, Asst City Manager	Guillermo Garcia, Executive Director
Kim Meisner, Asst City Manager	Eric Maloney, Fire Chief
Shelley McElhannon, City Secretary	Chris McCall, Police Chief
Stuart Barron, Executive Director	Drew Paxton, Director of Planning
Julie Behrens, Director of Finance	

**VISITOR(S) PRESENT:** A list of the citizen speakers present during the meeting is on file in the City Secretary's Office for the required retention period.

Angela Kennedy, Heart of the Hills Heritage Center  
William Rector, Heart of the Hills Heritage Center Board member  
Mike Gershon, Attorney, Lloyd Gosselink Rochelle & Townsend PC *—by video conference*  
Madison Huerta, Attorney, Lloyd Gosselink Rochelle & Townsend PC *—by video conference*

**1. PUBLIC COMMENT:**

The following person(s) spoke:

- Barbara Dewell Ferguson

**2. DISCUSSION, CONSIDERATION, POSSIBLE ACTION:**

2A. Heart of the Hills Heritage Center renovations update.

Michael Hornes, Angela Kennedy, and Dr. William Rector provided information and responded to questions.

2B. Scott Schreiner Golf Course renovations update.

Ashlea Boyle provided information and responded to questions.

2C. Purchase of two (2) Sutphen Monarch custom pumpers from Texas Fire Apparatus, replacement plan update.

Chief Eric Maloney provided information and responded to questions.

2D. Presentation regarding Tree Preservation regulations.

Drew Paxton provided information and responded to questions. Consensus of City Council is to create an Ordinance.

2E. Exemption from the City's ad valorem property tax for qualifying child-care facilities (Texas Tax Code Section 11.36).

Drew Paxton provided information and responded to questions. Consensus of City Council is to create an Ordinance.

2F. Short-term rental unit update.

Guillermo Garcia, Drew Paxton, and Julie Behrens provided information and responded to questions.

Mayor Eychner made a motion to convene Executive Session under 551.071 (consultation with attorney), 551.072 (deliberation regarding real property), and 551.087 (deliberation regarding economic development negotiations), seconded by Councilmember Roman Garcia. The motion passed 5-0. At 4:58 p.m., the open workshop recessed and Council convened into closed Executive Session.

*Pursuant to Section 551.127 Texas Government Code, a consulting attorney will participate in this closed session from a remote location. A quorum of the City Council as well as the presiding officer will be physically present in the session, and the consulting attorney participating remotely will be visible and audible to City Council via video conference.*

**3. EXECUTIVE SESSION:**

3A. Economic Development projects update:

- Megaacrete Real Estate, LLC (f/k/a Litecrete Inc.) (551.071, 551.087)
- Lennar Homes of Texas Land and Construction, LTD (551.071, 551.072, 551.087)

3B. Action taken by Headwater Groundwater Conservation District with respect to the City's groundwater permit (551.071)

At 6:00 p.m., the closed Executive Session adjourned and the open workshop reconvened. No action taken during Executive Session.

**4. ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION IF ANY:** None

**ADJOURN.** The workshop adjourned at 6:00 p.m.

APPROVED BY COUNCIL: \_\_\_\_\_ ATTEST:

\_\_\_\_\_  
Judy Eychner, Mayor

\_\_\_\_\_  
Shelley McElhannon, City Secretary





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

---

**SUBJECT:** City Council meeting minutes January 23, 2024.

**AGENDA DATE OF:** February 13, 2024      **DATE SUBMITTED:** January 26, 2024

**SUBMITTED BY:** Shelley McElhannon, City Secretary

**EXHIBITS:**

---

<b>Expenditure Required:</b>	<b>Remaining Budget Balance in Account:</b>	<b>Amount Budgeted:</b>	<b>Account Number:</b>
N/A	N/A	N/A	N/A

**PAYMENT TO BE MADE TO:** N/A

---

<b>Kerrville 2050 Item?</b>	No
<b>Key Priority Area</b>	N/A
<b>Guiding Principle</b>	N/A
<b>Action Item</b>	N/A

---

**SUMMARY STATEMENT:**

City Council meeting minutes January 23, 2024 at 6:00 p.m.

**RECOMMENDED ACTION:**

Approve minutes as presented.

**ATTACHMENTS:**

[\*20240213\\_Minutes CC meeting 1-23-24.pdf\*](#)

**CITY COUNCIL MINUTES  
REGULAR MEETING**

**KERRVILLE, TEXAS  
JANUARY 23, 2024 6:00 PM**

On January 23, 2024 at 6:00 p.m., Mayor Judy Eychner called the Kerrville City Council meeting to order in City Hall Council Chambers, 701 Main Street. Councilmember Joe Herring, Jr. provided the invocation and led the Pledge of Allegiance.

**COUNCILMEMBERS PRESENT:**

Judy Eychner, Mayor  
Roman Garcia, Councilmember Place 1  
Jeff Harris, Councilmember Place 2  
Joe Herring, Jr., Councilmember Place 3  
Brenda Hughes, Councilmember Place 4

**COUNCILMEMBER ABSENT:**

None

**CITY EXECUTIVE STAFF:**

Dalton Rice, City Manager  
Mike Hayes, City Attorney  
Kim Meismer, Asst City Manager  
Michael Hornes, Asst City Manager  
Shelley McElhannon, City Secretary  
Stuart Barron, Executive Director  
Julie Behrens, Director of Finance  
Kyle Burow, Director of Engineering

Stuart Cunyus, Public Information Officer  
Megan Folkerts, Sr Mgmt Analyst  
Guillermo Garcia, Executive Director  
Eric Maloney, Fire Chief  
Chris McCall, Police Chief  
Drew Paxton, Director of Planning/Zoning  
Charvy Tork, Director Information Services

**VISITORS PRESENT:** A list of the citizen speakers present during the meeting is on file in the City Secretary's Office for the required retention period.

Anne Berger-Entrekin, Hilltop Securities  
Josh Holcomb, Byrne Construction

James McKnight, Attorney Lennar Homes  
Robbye Meyer, Arx Advantage

**1. ANNOUNCEMENTS OF COMMUNITY INTEREST:**

Community announcements provided by Stuart Cunyus and Councilmember Brenda Hughes.

**2. PRESENTATION(S):**

2A. Proclamation recognizing the Kerrville Fire Department providing 30 years of Emergency Medical Services to the City of Kerrville and surrounding community.

Mayor Eychner presented a proclamation which recognized the Kerrville Fire Department providing 30 years of Emergency Medical Services to the City of Kerrville and the surrounding community. Fire Chief Eric Maloney accepted the proclamation along with several Kerrville Fire Department Firefighters, Paramedics, and Emergency Medical Technicians, who were honored. Chief Maloney provided information.

**3. VISITORS FORUM:**

The following person(s) spoke:

- Barbara Burton
- George Baroody

**4. CONSENT AGENDA:**

Councilmember Hughes requested to pull item 4F. Councilmember Roman Garcia requested to pull item 4A and 4D. Mayor Eychner requested to pull item 4B.

Councilmember Garcia made a motion to approve Consent Agenda items 4C and 4E, seconded by Councilmember Hughes. The motion passed 5-0.

Shelley McElhannon read Consent Agenda captions into record.

4.C Texas Main Street Locally Designated Program 2024 Contract between the Texas Historical Commission and the City of Kerrville.

4.E City Council workshop minutes January 09, 2024.

**END OF CONSENT AGENDA.**

4A. Municode, LLC f/k/a Municipal Code Corporation, a division of Civic Plus, annual full-service supplementation subscription for Ordinance codification.

Shelley McElhannon provided information and responded to questions.

Councilmember Garcia made a motion to approve agenda item 4A and the full service supplemental subscription in the expenditure of an initial \$5,000 with a reoccurring of \$5,150, seconded by Councilmember Jeff Harris. The motion passed 5-0.

4.B Public "Work for Hire" Art Agreement Between City of Kerrville, Kerrville Convention and Visitors Bureau, and Guardnplanet, LLC.

Megan Folkerts provided information and responded to questions.

Mayor Eychner made a motion to authorize the City Manager to finalize and execute the agreement, seconded by Councilmember Hughes. The motion passed 5-0.

4.D Ratification of Loop 534 Well, Meadowview Well, and ASR 2 Well Rehabilitations.

Stuart Barron provided information and responded to questions.

Councilmember Garcia made a motion to ratify the expense related to the well rehabilitation, seconded by Councilmember Hughes. The motion passed 5-0.

4.F City Council meeting minutes January 09, 2024.

Councilmember Hughes advised the meeting video of January 09, 2024 Councilmember Garcia erred when he moved to adopt Ordinance No. 2023-"24" instead of Ordinance No. 2024-"34". Councilmember Hughes requested to approve the January 09, 2024 written minutes as presented and acknowledge the audible error on the video by Councilmember Garcia, seconded by Councilmember Herring. The motion passed 5-0.

**5. ORDINANCES, FIRST READING:**

5A. Ordinance No. 2024-01. An Ordinance ordering a Special Election to be held on May 4, 2024, for the purpose of submitting propositions to the voters for proposed amendments to the City Charter; said Election to be held in conjunction with the City's General Election; establishing early voting times and places; and providing for public review.

Shelley McElhannon read Ordinance No. 2024-01 caption into record.

Mike Hayes provided information and responded to questions.

Councilmember Garcia made a motion to adopt Ordinance No. 2024-01 with the following amendment on page fifteen, proposition F: use the word “*increase*” instead of the word “*revise*”, seconded by Councilmember Herring. The motion passed 4-1 with Mayor Eychner, Councilmember Garcia, Councilmember Harris, and Councilmember Herring voting in favor, and Councilmember Hughes opposed.

5B. Ordinance No. 2024-02. An Ordinance authorizing the issuance of \$2 million dollars in principal amount of City of Kerrville, Texas Tax Note, Series 2024; securing the payment thereof by authorizing the levy of an annual ad valorem tax; and approving and authorizing the execution of a paying agent/registrar agreement, a purchase letter, and all other instruments and procedures related thereto.

Shelley McElhannon read Ordinance No. 2024-02 caption into record, with a proviso of \$2 million dollars”.

Julie Behrens and Anne Berger-Entrekin provided information and responded to questions. The following person(s) spoke:

- George Baroody

Chief Maloney provided clarification.

Councilmember Hughes made a motion to approve Ordinance No. 2024-02 on first and only reading and authorize staff to complete issuance of \$2,000,000 in tax notes as described by the Ordinance, seconded by Councilmember Herring. The motion passed 5-0.

## **6. CONSIDERATION AND POSSIBLE ACTION:**

6.A Resolution No. 02-2024. A Resolution supporting the application of Freedom's Path Kerrville II Limited Partnership to construct affordable rental housing pursuant to the Low Income Housing Tax Credit program administered by the Texas Department of Housing and Community Affairs.

Shelley McElhannon read Resolution No. 02-2024 caption into record.

Michael Hornes provided information and responded to questions.

Applicant Robbye Meyer with Arx Advantage provided information and responded to questions.

The following person(s) spoke:

- Gary Noller
- Nathan Vick
- Cynthia Pino
- Vicki Marsh

Councilmember Herring made a motion to approve Resolution No. 02-2024 supporting the application of Freedom's Path Kerrville II Limited P seconded by Councilmember Garcia. The motion passed 5-0.

6.B Resolution No. 03-2024. A Resolution authorizing a waiver of various fees associated with the construction of single-family homes for Habitat for Humanity Kerr County, Inc.; said waiver applicable to the construction of three such homes on existing lots.

Shelley McElhannon read Resolution No. 03-2024 caption into record.

Drew Paxton provided information and responded to questions.

Councilmember Herring made a motion to approve Resolution No. 03-2024, seconded by Councilmember Hughes. The motion passed 5-0.

6.C First Amendment to the Design-Build Contract with Marksmen General Contractors, LLC in the amount of \$225,800 for the Heart of the Hills Heritage Center Project.

Shelley McElhannon read item 6C caption into record.

Michael Hornes provided information and responded to questions.

The following person(s) spoke:

- William Rector
- Angela Kennedy

Councilmember Herring made a motion to authorize the City Manager to finalize the Design Build contract amendment for the Heart of the Hills Heritage Center project, seconded by Councilmember Hughes. The motion passed 5-0.

6.D Second Amendment to the Design-Build Contract with Thos. S. Byrne, Inc. dba Byrne Construction Services Corporation in the amount of \$6,029,009.00 for the Public Safety Facility Project.

Shelley McElhannon read item 6D caption into record.

Michael Hornes, and Josh Holcomb provided information and responded to questions.

Councilmember Hughes made a motion to authorize the City Manager to finalize the Design-Build contract amendment for the Public Safety Facility project amount \$6,029,009.00, seconded by Councilmember Herring. The motion passed 5-0.

6.E Professional Services Agreement with Rock Engineering & Testing Laboratory, Inc. in the amount of \$111,900.00 for the Public Safety Facility Project.

Shelley McElhannon read item 6E caption into record.

Kyle Burow provided information and responded to questions.

Councilmember Hughes made a motion to authorize the City Manager to finalize and execute the professional services agreement in the amount of \$111,900.00, seconded by Councilmember Herring. The motion passed 5-0.

6.F Professional services agreement for the Texas Department of Transportation for a Transportation Alternatives Set-Aside (TASA) Sidewalk Improvement project.

Shelley McElhannon read item 6F caption into record.

Kyle Burow provided information and responded to questions.

Councilmember Herring made a motion to authorize the City Manager to negotiate and execute the professional services agreement for the Texas Department of Transportation for Transportation Alternatives Set-Aside Sidewalk Improvement project, seconded by Councilmember Harris. The motion passed 4-1 with Mayor Eychner, Councilmember Harris, Councilmember Herring, and Councilmember Hughes voting in favor, and Councilmember Garcia opposed.

6.G Purchase of two (2) Sutphen G2 custom pumpers from Texas Fire Apparatus through the Buyboard Purchasing Cooperative #651-21, at a price not to exceed \$1,900,000.

Shelley McElhannon read item 6G caption into record.

Fire Chief Eric Maloney provided information and responded to questions.

Councilmember Herring made a motion to authorize the City Manager to finalize and execute the purchase of two custom pumpers, seconded by Councilmember Hughes. The motion passed 5-0.

6.H Windridge Project Development Agreement, an agreement out of the City's Tax Increment Reinvestment Zone Number Two, and with Lennar Homes of Texas Land and Construction, Ltd., for the Windridge residential subdivision.

Shelley McElhannon read item 6G caption into record.

Michael Hornes, James McKnight, and Dalton Rice provided information and responded to questions.

The following person(s) spoke:

- Pablo Brinkman
- Nikki Caines
- George Baroody

Michael Hornes and Dalton Rice clarified information.

Councilmember Herring made a motion to approve the Development Agreement between the City of Kerrville and Lennar Homes of Texas Land and Construction, seconded by Councilmember Hughes. The motion passed 4-1 with Mayor Eychner, Councilmember Harris, Councilmember Herring, and Councilmember Hughes voting in favor, and Councilmember Garcia opposed.

**7. INFORMATION & DISCUSSION:**

7.A Financial report for month-ended 12-31-2023.

Julie Behrens provided information and responded to questions.

**8. BOARD APPOINTMENTS:**

8.A Consider appointments to the Tax Increment Reinvestment Zone Number Two (TIRZ2), City of Kerrville, Texas also called the Windridge TIRZ.

Shelley McElhannon read item 8A caption into record.

Michael Hornes provided information and responded to questions.

Councilmember Hughes made a motion to approve the recommended appointments to the Tax Increment Reinvestment Zone #2 City of Kerrville Texas, also called the Windridge TIRZ, seconded by Councilmember Harris. The motion passed 5-0.

**9. EXECUTIVE SESSION:** Executive Session not called nor convened.

**10. ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF ANY.** N/A

**11. ITEM(S) FOR FUTURE AGENDAS:**

Mayor Eychner – EIC appointment for vacancy.

**ADJOURN.** The meeting adjourned at 8:25 p.m.

**APPROVED BY COUNCIL:** \_\_\_\_\_

APPROVED:

ATTEST:

\_\_\_\_\_  
Judy Eychner, Mayor

\_\_\_\_\_  
Shelley McElhannon, City Secretary



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

**SUBJECT:** Request for variance from distance requirement applicable to the sale of alcoholic beverages per Section 10-3, Code of Ordinances; for the property addressed as 1013 Main Street (La Librarie).

**AGENDA DATE OF:** February 13, 2024      **DATE SUBMITTED:** February 1, 2024

**SUBMITTED BY:** Drew Paxton, Planning Director

**EXHIBITS:**

<b>Expenditure Required:</b>	<b>Remaining Budget Balance in Account:</b>	<b>Amount Budgeted:</b>	<b>Account Number:</b>
\$0	\$0	\$0	N/A

**PAYMENT TO BE MADE TO:** N/A

<b>Kerrville 2050 Item?</b>	No
<b>Key Priority Area</b>	N/A
<b>Guiding Principle</b>	N/A
<b>Action Item</b>	N/A

**SUMMARY STATEMENT:**

An applicant (La Librarie, 1013 Main St.) seeks a variance to the distance requirement applicable to the sale of alcoholic beverages (see Sec. 10-3, City Code). The applicant seeks to lessen the distance requirement from an existing "child-care facility." This property is located within 300 feet of Notre Dame Catholic School and St. Peter's Episcopal Church, both of which have licensed child-care facilities on their campus.

As per section 10-3 of the City of Kerrville's Code of Ordinances, the applicant must obtain a variance from the City Council before the TABC license can be approved.

Section 10-3 (g) Variances to distance requirement. A property owner may apply to City Council for a variance from the distance limitations provided by this section. The property owner must file a request for variance on a form provided by the city, pay the applicable fee, and specify the grounds supporting the variance as specified below. Upon submission of an administratively complete application, the city manager or designee shall then place the variance application on a meeting agenda. City council may allow a variance to this section if it determines that the enforcement of the regulation in a particular circumstance: (1) Is not in the best interests of the public;

(2) Constitutes waste or inefficient use of land or other resources;

(3) Creates an undue hardship on the applicant for a permit or license;

(4) Does not serve its intended purpose;



(5) Is not effective or necessary; or

(6) For any other reason the city council, after consideration of the health, safety, and welfare of the public and the equities of the situation, determines is in the best interest of the community. After a public hearing, the City Council may grant a variance according to the criteria listed above in Section 10-3(g).

**RECOMMENDED ACTION:**

Grant a variance by Council to allow the license at the location within 300 feet of a childcare facility.

**ATTACHMENTS:**

[\*2024-004\\_Location Map\\_labeled.pdf\*](#)

[\*La Librairie Letter - Final.pdf\*](#)



# Location Map

Case # PZ-2024-004

Location:

1013 Main St N

## Legend

- Subject Properties
- 200 Feet Notification Area



0 50 100 200  
Scale In Feet

01/29/2024



## La Librairie ~ A Literary Lounge

To whom it may concern:

My husband and I desire to create a space in Kerrville that evokes a sense of community, calm, quiet, creativity, learning, exploration, comfort. A place where people feel welcomed to sit and stay for a while, to not be in a rush. A place to feast and to be fed. A place for the lonely and the overwhelmed. The theme song to “Cheers” summarizes it well.

"Making your way in the world today  
Takes everything you've got  
Taking a break from all your worries  
Sure would help a lot  
Wouldn't you like to get away?"

Sometimes you wanna go  
Where everybody knows your name  
And they're always glad you came  
You wanna be where you can see (ah-ah)  
Our troubles are all the same (ah-ah)  
You wanna be where everybody knows your name"

What would be in the shop? Books. Wine/Cocktails. Coffee/Tea. Cigars. Light food options (we hope to connect with other local businesses in the area to provide the light pre-packaged foods). A variety of merchandise connected to the different genres of books. Think quality cooking utensils, cocktail stirrers & napkins, glassware in the cooking section. Mystery puzzles and games in the mystery section. Children's puzzles/games/art supplies in the kid's section. Items that relate to the classics in the classic book section (playing cards with Shakespeare, notepads that reference Wuthering Heights, etc.).

Lots of different styles of seating: comfy, overstuffed chairs/love seats, variety of arm chairs, maybe even some recliners, rocking chairs, patio furniture for the front and back patio, bean bags and floor chairs in the kid's area, tables with chairs for meetings/writing/book studies. Soft lighting and soft music in the background. We may occasionally have live music, in a quiet acoustic setting (nothing loud or disruptive).

Activities that might be found at the shop: book clubs and bible studies, poetry readings, story tellings, author signings, book recommendations, monthly youth/child reading challenges, literacy tutoring, writing seminars, Socratic discussions: Socrates in the Hills (<https://socratesinthecity.com/about/>).

We believe our hill country community needs a place where people can meet together in a soft and comfortable setting, a place for the lonely to leave their homes and come to meet new people and be welcomed, a place to put aside screens and reconnect with humanity, a place for learning and thinking and creating, a place with arms wide open to create more employment opportunities, a place for those in need of a place to be known and invited in.

We desire to create a space that has this feeling of invitation and welcome for our community.

Kristin Huber  
Visionary – La Librairie



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

**SUBJECT:** Resolution No. 05-2024. A Resolution pursuant to Section 2306.67071, Texas Government Code, with respect to tax-exempt bond applications for housing tax credits; and finding no objection from City Council as to the applicant (Envolve Communities, LLC), its application, or the developments, which are known as Heritage Oaks Apartments and the Meadows Apartments.

**AGENDA DATE OF:** February 13, 2024      **DATE SUBMITTED:** February 2, 2024

**SUBMITTED BY:** Michael Hornes, Assistant City Manager

**EXHIBITS:**

<b>Expenditure Required:</b>	<b>Remaining Budget Balance in Account:</b>	<b>Amount Budgeted:</b>	<b>Account Number:</b>
N/A	N/A	N/A	N/A

**PAYMENT TO BE MADE TO:** N/A

<b>Kerrville 2050 Item?</b>	Yes
<b>Key Priority Area</b>	H - Housing
<b>Guiding Principle</b>	N/A
<b>Action Item</b>	H1.8 - In the redevelopment of existing neighborhoods, avoid the displacement of citizens and their cultures

**SUMMARY STATEMENT:**

Envolve Communities are the new owners of the Meadows and Heritage Oaks Apartments along Junction highway and are in the process of applying for tax credit funding through the Alamo Area Council of Government's Housing Finance Corporation. This funding would enable Envolve to rehabilitate these two apartment buildings, while keeping them at the affordable rates.

As a part of the application process, the applicant has requested a resolution of no objection from the City Council.

**RECOMMENDED ACTION:**

Approve Resolution No. 05-2024.

**ATTACHMENTS:**

[\*20240213\\_Reso 05-2024 Envolve developers Housing Tax Credits.pdf\*](#)

**CITY OF KERRVILLE, TEXAS  
RESOLUTION NO. 05-2024**

**A RESOLUTION PURSUANT TO SECTION 2306.67071, TEXAS GOVERNMENT CODE, WITH RESPECT TO TAX-EXEMPT BOND APPLICATIONS FOR HOUSING TAX CREDITS; AND FINDING NO OBJECTION FROM CITY COUNCIL AS TO THE APPLICANT (ENVOLVE COMMUNITIES, LLC), ITS APPLICATION, OR THE DEVELOPMENTS, WHICH ARE KNOWN AS HERITAGE OAKS APARTMENTS AND THE MEADOWS APARTMENTS**

**WHEREAS**, Envolve Communities, LLC (the “Applicant”) has proposed a redevelopment for affordable rental housing of 148 existing units that are located at 2300 and 2350 Junction Highway, in the City of Kerrville, Texas (the “Developments”); and

**WHEREAS**, Applicant has submitted an application to the Texas Department of Housing and Community Affairs for 2023 Housing Tax Credits for the Developments, which are named the Heritage Oaks Apartments and the Meadows Apartments;

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

**SECTION ONE.** In accordance with the requirements of Section 2306.67071, Texas Government Code, and 10 Texas Administrative Code, Section 11.204(4), it is hereby found that:

A. Notice has been provided to the City Council of the City of Kerrville, Texas, in accordance with Section 2306.67071(a), Texas Government Code;

B. City Council has had sufficient opportunity to obtain a response from the Applicant regarding any questions or concerns about the proposed Developments;

C. City Council has held a public hearing at which public comment may be made on the proposed Developments in accordance with Section 2306.67071(b), Texas Government Code; and

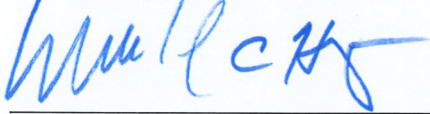
D. After due consideration of the information provided by the Applicant and public comment, City Council does not object to the proposed Application.

**SECTION TWO.** Both the Mayor and City Manager, or his designees, are authorized, empowered, and directed to certify this Resolution to the Texas Department of Housing and Community Affairs.

**PASSED AND APPROVED ON this the \_\_\_\_\_ day of \_\_\_\_\_ A.D., 2024.**

\_\_\_\_\_  
Judy Eychner, Mayor

APPROVED AS TO FORM:



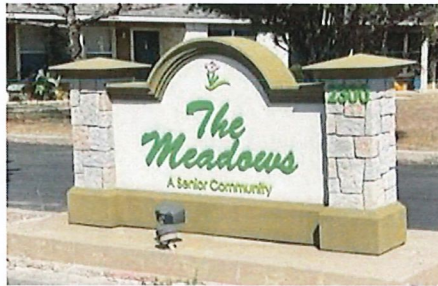
\_\_\_\_\_  
Michael C. Hayes, City Attorney

ATTEST:

\_\_\_\_\_  
Shelley McElhannon, City Secretary



# Heritage Oaks and The Meadows



## Property Descriptions and Envolve Rehab Experience

2350 Junction Hwy  
Kerrville, TX 78028

&

2300 Junction Hwy  
Kerrville, TX 78028



### Project Descriptions

Heritage Oaks Apartments and The Meadows ("the Properties") are developments located in the City of Kerrville in Kerr County, TX.

Heritage Oaks, a multifamily development, consists of 76-units and was built in 2001. The property contains 19 apartment buildings of 2-bedroom (36) and 3-bedroom (40) units for a total of 76 units containing a total 82,437 in rentable square feet. All 76 units are restricted per the LIHTC LURA encumbering the Property situated on a 8.6-acre site. Unit amenities include patio/balcony, microwave, disposal, dishwasher, ceiling fan, refrigerator, and washer/dryer hookups. Common area amenities include a clubhouse, laundry facilities, playground, fitness center, pool, and an on-site management office.

The Meadows, a senior development, consists of 72-units and was built in 1999. The property contains 18 apartment buildings of 1-bedroom (36) and 2-bedroom (36) units for a total of 72 units containing a total of 67,896 in rentable square feet. All 96 units are restricted per the LIHTC LURA encumbering the Property situated on a 7.65 acres site. Unit amenities include patio/balcony, microwave, disposal, dishwasher, ceiling fan, refrigerator, and washer/dryer hookups. Common area amenities include a clubhouse, laundry facilities, pool, fitness center, and an on-site management office.

### Unit Mix

Heritage Oaks	Unit Type	# of Units	Sqft.
	2BD	36	1,032
	3BD	40	1,132
The Meadows			
	1BD	36	814
	2BD	36	1,072

### Development Summary

Envolve plans to complete an in-place rehabilitation of the Properties, at a cost of approximately \$6.6 million (\$45,000 per unit). The Development Team is proposed to include Whitestone Construction, the General Contractor, and DNA Workshop, the Architect. Closing is anticipated prior to the end of Q4 2024 and the rehabilitation to begin with 30 days of closing.





#### Envolve Rehabilitation Experience

Over the past several years, Envolve and the proposed development team have completed multiple in-place rehabilitations in Texas. The typical planned scope of work for rehabilitation includes painting and the replacement of roofs, windows, doors, appliances, countertops, and cabinets. Total hard costs will meet or exceed the TDHCA required minimum of \$30,000 per unit and will be based on the Capital Needs Assessment of each specific property. Please see below the before and after photos of one of Envolve's recently completed rehabilitations:



Envolve



Envolve





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

**SUBJECT:** Ordinance No. 2024-01, second reading. An Ordinance ordering a Special Election to be held on May 4, 2024, for the purpose of submitting propositions to the voters for proposed amendments to the City Charter; said Election to be held in conjunction with the City's General Election; establishing early voting times and places; and providing for public review.

**AGENDA DATE OF:** February 13, 2024      **DATE SUBMITTED:**

**SUBMITTED BY:** Mike Hayes, City Attorney

<b>Expenditure Required:</b>	<b>Remaining Budget Balance in Account:</b>	<b>Amount Budgeted:</b>	<b>Account Number:</b>
N/A	N/A	N/A	N/A

**PAYMENT TO BE MADE TO:** N/A

**Kerrville 2050 Item?** No

**Key Priority Area** N/A

**Guiding Principle** N/A

**Action Item** N/A

**RECOMMENDED ACTION AND SUMMARY:**

Approve Ordinance No. 2024-01 on second reading.

Last year, City Council established a Charter Review Commission ("CRC") in accordance with Section 12.06 of the Kerrville City Charter ("Charter"). Thereafter, Council appointed members to the CRC and charged it with reviewing the Charter. The CRC completed its review of the Charter and submitted its **Report of the 2023 Kerrville Charter Review Commission** ("Report") at a Council meeting held on December 12, 2023. At a meeting held on January 9, 2024, Council expressed a desire to move forward with calling a special election at the next uniform election date, which occurs on May 4, 2024, for the purpose of allowing City voters to vote on the proposed amendments. On January 23, 2024, City Council approved Ordinance No. 2024-01 with a 4-1 vote. Changes were made to the attached Ordinance in conformance with that vote. Following adoption, the City Attorney will prepare a document for publication in the newspaper, such notice to be published several weeks before the election.

**ATTACHMENTS:**

[20240213\\_Ord 2024-01 Charter Election 5-4-24.pdf](#)

**CITY OF KERRVILLE, TEXAS  
ORDINANCE NO. 2024-01**

**AN ORDINANCE ORDERING A SPECIAL ELECTION TO BE HELD ON MAY 4, 2024, FOR THE PURPOSE OF SUBMITTING PROPOSITIONS TO VOTERS FOR PROPOSED AMENDMENTS TO THE CITY CHARTER; SAID ELECTION TO BE HELD IN CONJUNCTION WITH THE CITY'S GENERAL ELECTION; ESTABLISHING VOTING TIMES AND PLACES; AND PROVIDING FOR PUBLIC REVIEW**

**WHEREAS**, Section 12.06 of the Charter of the City of Kerrville, Texas ("Charter"), requires City Council to appoint a Charter Review Commission ("CRC") every five years for the purpose of reviewing the Charter; and

**WHEREAS**, in August 2023, City Council created the CRC, appointed its members, and charged it with reviewing and proposing amendments to the Charter; and

**WHEREAS**, the CRC held seven meetings, all of which were open to the public and one that included a public hearing; and

**WHEREAS**, the CRC prepared and presented its written report to Council in a public meeting, said report titled *Report of the 2023 Kerrville Charter Review Commission* ("Report"), which specified proposed Charter amendments to City Council; and

**WHEREAS**, Council listened to a presentation from the Chair of the CRC regarding the Report and then reviewed the proposed amendments and the rationale for such amendments as found within the Report; and

**WHEREAS**, after considering the Report Council believes that Kerrville voters, in accordance with Section 9.004 of the Texas Local Government Code, should vote on the amendments as specified by the Report, in the form of propositions, at the next uniform election date to be held on May 4, 2024; and

**WHEREAS**, during the time leading up to the May 4, 2024, election, Council believes it necessary to make the amendments available for public review on the City's website, in the office of the City Secretary, and at the Butt-Holdsworth Memorial Library; and

**WHEREAS**, City Council finds it in the public interest to order a special election to be held in conjunction with next uniform election date on May 4, 2024, for a vote of the electors as to proposed amendments to the Charter;



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

SECTION ONE. City Council accepts the *Report of the 2023 Kerrville Charter Review Commission*.

SECTION TWO. Council orders that a special election be held by the City of Kerrville, Texas ("City") on May 4, 2024. This election will be held in conjunction with the City's general election on same date for the election of Mayor and Councilmember Places 3 and 4. As part of the election, ballot propositions will be submitted to the qualified voters of the City for proposed amendments to the Charter, in accordance with applicable provisions of the City Charter and State law.

SECTION THREE. Should the voters approve the amendment to increase the term of each Councilmember from two years to three years (see Measure D, an amendment to Section 2.03, below), the person elected mayor following the May 4, 2024 election shall begin serving a three-year term. The remaining places for each councilmember will begin serving three-year terms at the next respective elections.

SECTION FOUR. The following measures, with blue, underlined language being additions (added) to the Charter and strike-through language being deletions (~~deleted~~) from the Charter, shall be submitted to the qualified voters of the City at the election in the form of the propositions as provided for in Section Five, below, and in accordance with Section 9.004 of the Texas Local Government Code and other applicable laws:

### MEASURE A

#### Section 1.02. Enumerated Powers not Exclusive.

The enumeration of particular powers by this Charter shall not be held or deemed to be exclusive, but, in addition, to the powers enumerated therein or implied thereby, or appropriate to the exercise of such powers, it is intended that the City of Kerrville shall have, and may exercise, all powers of local self-government, provided by the Constitution and laws of the State of Texas, as it is ~~competent~~ appropriate for this Charter to specifically enumerate. All powers of the City, whether expressed or implied, shall be exercised in the manner prescribed by this Charter, or if not prescribed therein, then in the manner provided by ordinance or resolution of the Council.

-----



## Section 1.06. ~~Deannexation~~ Disannexation.

City Council ~~Whenever there exists within the corporate limits of the City of Kerrville any territory not suitable or necessary for City purposes, the Council may, upon a petition signed by a majority of the qualified voters residing in such territory, if the same be inhabited, or without any such petition if the same be uninhabited,~~ by ordinance duly passed by a majority vote of all the Councilmembers, may discontinue ~~any said~~ territory as a part of ~~said the~~ City; ~~said the petition and~~ ordinance shall specify accurately the metes and bounds of the territory ~~sought~~ to be eliminated from the City and shall contain a plat designating such territory so that the same can be definitely ascertained; and when ~~said the~~ ordinance has been duly passed, the same shall be entered upon the minutes and records of ~~said the~~ City, and from and after the entry of such ordinance, ~~said the~~ territory shall cease to be a part of ~~said the~~ City, but ~~said the~~ territory shall still be liable for its pro rata share of any debts incurred while ~~said the~~ area was a part of ~~said the~~ City.

-----

## Section 2.02. Qualifications for Councilmembers. ...

- c. Shall be a resident of the City for at least twelve (12) consecutive months preceding the election day; provided, however, that any person who shall have been a resident for a period of not less than twelve (12) consecutive months immediately preceding the election of any territory not formerly within the corporate limits of the City, but which ~~is~~ has been annexed under the provision of this charter, shall be eligible for said office; ...
- 

## Section 3.04. Council Rules.

The Council shall be the judge of the election and qualifications of its members, and in such cases, shall have the power to subpoena witnesses and compel the production of all pertinent books, records, and papers; but the decision of the Council in any such case shall be subject to review by the courts. The Council shall determine its own rules and order of business and keep a ~~journal~~ record of its proceedings. It shall have power to compel the attendance of absent members, may punish its members for disorderly ~~behavior~~ conduct where such conduct occurs at a meeting or event involving the Council; and by vote of not less than a majority of all its members, expel from a meeting a member for disorderly conduct for the violation of its rules; but no member shall be expelled from a meeting unless notified of the charge against him and given an opportunity to be heard in his own defense. As used in this section, the definition of "disorderly conduct" has the meaning defined by the Texas Penal Code.



-----

### **Section 4.03. - Application for Candidacy.**

Any person, who lawfully qualifies and is a registered voter, may file an application for election for a Place on the City Council. ...

-----

### **Section 5.10. Result of Recall Election.**

- a. If a majority of the votes cast at a recall election shall be “No”, that is against the recall of the Councilmember named on the ballot, the Councilmember shall continue in office for the remainder of his/her unexpired term, subject to recall as provided herein. If a majority of the votes cast at such election be “Yes”, that is for the recall of the Councilmember named on the ballot, the Councilmember shall, regardless of any technical defects in the recall petition, be deemed removed from office upon passing of the resolution canvassing the election, and the vacancy shall be filled in accordance with Section 2.04 above. As used in this section, “technical defects” shall mean an inadvertent or scrivener’s error in the preparation or filing of the petition. ...
  - c. A Councilmember who is recalled is not eligible for appointment to Council in the period between the recall vote and the next election or, qualified for placement on the ballot for the immediately ensuing election.
- 

### **Section 6.01. City Manager.**

The Council shall appoint an officer whose title shall be City Manager and who shall be chief executive and the head of the administrative branch of the City government. By written notice to City Council, the City Manager shall designate, a qualified City executive to exercise the powers and perform the duties of city manager during periods of his or her temporary absence or disability. ...

-----

### **Section 12.02. Personal Financial Interest.**

The City Council, as well as officers and employees of the City, shall comply with state law regarding personal, financial, or conflicting interests, including Chapter 171 of the Texas Local Government Code.

-----

## Section 12.05. Power of the City to Enforce Ordinances.

The City may enforce its ordinances by fines not exceeding limits established by state statutes, and may also provide by ordinance for the commutation of such fines by labor ~~in a work house or~~ on any public work or place in the City, but no ordinance shall provide a lesser penalty than is prescribed for a like offense by the laws of the state. Provisions may also be made by ordinance for the collections of fines imposed and executions issued in civil cases.

-----

## Section 12.06. Review of Charter; Charter Review Commission. ...

1. Consider the operation of the City government under the Charter and determine whether any Charter sections require revision. To this end, at least one public hearing shall be held, and the Commission shall have the power to compel the attendance of any officer or employee of the City and to require the submission of any of the City records which it may deem necessary to the conduct of such hearing.

## MEASURE B

### ~~Section 1.03. Provisions Relating to Assignment, Execution, and Garnishment.~~

~~The property, real and personal, belonging to the City shall not be liable to be sold or appropriated under any writ of execution or cost bill. The funds belonging to the City, in the hands of any person, firm or corporation, shall not be liable to garnishment; nor shall the City be liable to garnishment on account of any debt it may owe or funds or property it may have on hand or owing to any person. Neither the City nor any of its officers or agents shall be required to answer any such writ of garnishment on any account whatever. The City shall not be obligated to recognize any assignment of wages or funds by its employees, agents, or contractors.~~

-----

## Section 1.05. Annexation of Territory.

Subject to state law, ~~The~~ City Council may by ordinance annex territory lying adjacent to the City, with ~~or without~~ the consent of the inhabitants in such territory, or owners thereof, ~~not inconsistent with the Constitution and Statutes of the State of~~



~~Texas or the United States of America.~~ City Council may unilaterally annex territory but only in accordance with state law.

-----

## **ARTICLE X. CONDEMNATION AND SPECIAL ASSESSMENTS**

### **Section 10.01. Power of Condemnation and Special Assessments.**

~~The City Council shall have the power, not inconsistent with state laws, as amended from time to time, to acquire property by condemnation and to provide payment of all or part of the costs of public improvements by levying and collecting of special assessments upon properties specially benefited.~~

### **Section 10.02. Procedures for Condemnation and Assessing.**

~~The City Council, through the passing of ordinances as may be required, shall formulate the procedures for condemnation and for assessing and collecting special assessments.~~

-----

## **ARTICLE XI. PUBLIC UTILITIES**

### **Section 11.01. Franchises Powers of the City Council.**

~~The City Council shall have power by ordinance to grant, amend, renew, and extend all franchises, and to regulate all public utilities of every character within the City of Kerrville, and for such purposes is granted full power. No public utility franchise shall be transferred except upon the approval of the City Council expressed by ordinance; and copies of all transfers and mortgages or other documents affecting the title or use of public utilities shall be filed with the City Manager within ten (10) days after the execution thereof. Such franchise shall not be transferred indirectly through the acquisition of the capital stock of the grantee company by another corporation, except through the approval by City Council and the filing of all documents relating to the purchase of such stock, including the corporation affiliations of the purchasing company.~~

### **Section 11.02. Term and Plan of Purchase.**

~~Any public utility franchise may be terminated by ordinance at specified intervals of not more than five (5) years after the beginning of operation, whenever the City shall determine to acquire by condemnation or otherwise the property of such utility necessarily used in or conveniently useful for the operation thereof within the City~~



limits. The method of determining the price to be paid for the public utility property shall be fixed in the ordinance granting the franchise.

### **~~Section 11.03. Right of Regulation.~~**

~~All grants, renewals, extensions, or amendments of public utility franchises, whether it be so provided in the ordinance or not, shall be subject to the right of the City:~~

- ~~a. To repeal the same by ordinance at any time for misuse or nonuse, or for failure to begin construction within the time prescribed or otherwise to comply with the terms prescribed.~~
- ~~b. To require proper and adequate extension of plan and service, and the maintenance of the plant and fixtures at the highest practicable standard of efficiency.~~
- ~~c. To establish reasonable standards of service and quality of service and quality of products and prevent unjust discrimination in service or rates.~~
- ~~d. To prescribe the form of accounts and at any time to examine and audit the accounts and other records of any such utility and to require annual and other reports by each such public utility provided, that if a public service commission or any other authority shall be given the power by law to prescribe the forms of accounts for public utilities throughout the state or throughout any district of which the City is a part, the forms so prescribed shall be controlling so far as they go, but the Council may prescribe other and more detailed forms for the utilities within its jurisdiction.~~
- ~~e. To impose such other regulations as may be conducive to the safety, welfare, and accommodation of the public.~~

### **~~Section 11.04. Consent of Property Owners.~~**

~~The consent of abutting and adjacent property owners shall not be required for the construction, extension, maintenance or operation of any public utility, but any property owner shall be entitled to recover from the owner of such public utility the actual amount of damages to such property on account thereof less any benefits received therefrom, provided suit is commenced within two (2) years after the project is completed.~~

### **~~Section 11.05. Revocable Permits.~~**

~~Permits revocable at the will of the Council for such minor or temporary public utility privileges as may be specified by general ordinance may be granted and revoked by the Council from time to time in accordance with the terms and conditions to be prescribed thereby; and such permits shall not be deemed to be franchises as the term~~



~~is used in this Charter. Such general ordinance, however, shall be subject to the same procedure as an ordinance granting a franchise and shall not be passed as an emergency measure.~~

#### **~~Section 11.06. Extensions.~~**

~~All extensions of public utilities within the City limits shall become a part of the aggregate property of the public utility, shall be operated as such, and shall be subject to all obligations and reserved rights contained in this Charter and in any original grant hereafter made. The right to use and maintain any extension shall terminate with the original grant and shall be terminable as provided in Section 13.03. In case of an extension of a public utility operated under a franchise hereafter granted, such right shall be terminable at the same time and under the same conditions as the original grant.~~

#### **~~Section 11.07. Other Conditions.~~**

~~Every public utility franchise hereafter granted shall be held subject to all the terms and conditions contained in the various sections of this article, whether or not such terms are specifically mentioned in the franchise. Nothing in this Charter shall operate to limit in any way, except as specifically stated, the discretion of the Council or the electors of the City in imposing terms and conditions in connection with any franchise grant.~~

#### **~~Section 11.08. Franchise Records.~~**

~~Every public utility and every owner of a public utility franchise shall file with the City, as maybe prescribed by ordinance, certified copies of all franchises owned or claimed, or under which such utility is operated. The City shall compile and maintain a public record of utility franchises and of all public utility fixtures in the streets of the City.~~

#### **~~Section 11.09. Accounts of Municipally Owned Utilities.~~**

~~Accounts shall be kept for each public utility owned or operated by the City and the City Council shall publish annually notice of the availability of reports and independent audits concerning such accounts, and shall display the entirety of such reports and audits on the City's website, at its library, and in the office of the City Secretary.~~

-----



### **~~Section 12.01. Publicity of Records.~~**

~~All records of the City, except those protected by executive sessions, or state and federal statutes, shall be open to inspection by any person during the regular posted office hours of the City Hall and in accordance with the Texas Public Information Act.~~

-----

### **~~Section 12.03. Official Bonds.~~**

~~The Director of Finance, and such other officers or employees as the Council may by general ordinance require so to do, shall give bond in such amount and with such surety as may be approved by the Council. The premiums on such bonds may be paid by the City.~~

## **MEASURE C**

### **Section 1.08 Notice of Damage or Injury Required.**

- a. The City of Kerrville shall never be liable for any personal injury, whether resulting in death or not, unless the person injured or someone in his or her behalf, or in the event the injury results in death, the person or persons who may have a cause or action under the law by reason of such death or injury, shall file a notice in writing with the City Manager within ninety (90) days after same has been received, stating specifically in such notice when, where and how the exact injury occurred and the full extent thereof, together with the amount of damages claimed or asserted. These notice requirements do not apply if the City has actual notice that death has occurred or that the claimant has received some injury. Further, should the claimant provide good cause for failure to comply with the notice requirements then these notice requirements shall not apply.
- b. The City Kerrville shall never be liable for any claim for damage or injury to personal property unless the person whose personal property has been injured or damaged or someone in his or her behalf, shall file a claim in writing with the City Manager within ninety (90) days after said damage or injury has occurred and the full extent thereof, and the amount of damage sustained. The City shall never be liable for any claim for damage or injury to real property caused by the negligent act or omission of its officers, servants, agents, or employees, unless the person whose real property has been injured or damaged or someone in his or her behalf, files a claim in writing with the City Manager within ninety (90) days after said damage or injury has occurred, stating specifically when, where and how the injury or damage occurred and the amount of damage claimed. These notice requirements do not apply if the City has actual notice that the claimant's property has been damaged. Further,



should the claimant provide good cause for failure to comply with the notice requirements then these notice requirements shall not apply.

## MEASURE D

### Section 2.03. Term of Office.

- a. The members of the City Council shall hold their offices for a term of ~~two~~ three years and until their successors have been elected and duly qualified in accordance with this Charter. Five Councilmembers will be elected at large, two in one year for Places One and Two; ~~and the following year, three~~ two will be elected for Places Three, ~~and~~ Four ~~the next year; and the~~ and Mayor, ~~respectively~~ will be elected the next year. ...

-----

### Section 2.04. Vacancies. ...

- d. Vacancies in the City Council, including a vacancy resulting from a recall election, shall be filled by the Council ~~for the remainder of the unexpired term. The Council shall appoint a qualified elector to fill a vacancy within forty-five (45) days after such vacancy occurs, as determined by state law. For purposes of this section and the Charter, a "qualified elector" or "qualified voter" means a "registered voter" in accordance with state law.~~ In the event of a vacancy in the City Council, if there are 365 days or more remaining on the term of the vacated City Council office, the City Council shall call a special election to fill such vacancy. If there are less than 365 days remaining in the term of the vacant City Council office, the City Council may, by majority vote of the remaining Councilmembers, at its discretion, leave the office vacant, appoint a new Councilmember, including a Mayor, to fill such vacancy, or call a special election to fill such vacancy.

-----

### Section 4.02. - Election of Councilmembers by ~~Plurality~~ Majority; places.

There will be five places: One, Two, Three, Four, and Mayor. At the regular municipal election, the voters may vote for one candidate for each place listed on the ballot. The candidate for each place listed on the ballot who receives ~~the greatest number of votes~~ a majority vote for that place cast in such election shall be declared elected; ~~and in case of a tie vote, by lot.~~



## MEASURE E

### Section 2.04. Vacancies.

- a. The office of a Councilmember shall become vacant upon his or her death, resignation, forfeiture of office, or removal from office by any manner authorized by law.
- b. A Councilmember shall forfeit his or her office if he or she:
  - 1. ceases to possess the required qualifications for election to office;
  - 2. is convicted of a felony; or
  - 3. ceases to be a resident of the City.
- c. Every forfeiture shall be declared and enforced by the City Council. ...

## MEASURE F

### Section 2.05. Compensation for Councilmembers.

Councilmembers shall serve without an established salary; however, Councilmembers, not including the Mayor, they will be are authorized to receive ~~the sum of \$25.00~~ \$250.00 per month; and the Mayor is authorized to receive \$500.00 per month. for each Council meeting in which they attend to off-set Such expenses are intended to offset the “out-of-pocket” expenses incurred. ~~The expense fees and~~ are not to be construed as being a salary, ~~but an authorized allowance for each regular meeting.~~ Councilmembers may be reimbursed for ~~other~~ reasonable expenses directly associated with their service to the City, subject to controls established by the Council.

## MEASURE G

### Section 3.04. - Council Rules.

The Council shall be the judge of the election and qualifications of its members, and in such cases, shall have the power to subpoena witnesses and compel the production of all pertinent books, records, and papers; but the decision of the Council in any such case shall be subject to review by the courts. The Council shall determine its own rules and order of business and keep a journal of its proceedings. It shall have power to compel the attendance of absent members, may punish its members for disorderly behavior, and by vote of not less than a majority of all its members, expel from a meeting a member for disorderly conduct for the violation of its rules; but no member



shall be expelled from a meeting unless notified of the charge against him or her and given an opportunity to be heard in his or her own defense.

### **Section 6.02. Qualifications.**

The City Manager shall be chosen by the Council solely on the basis of his or her executive and administrative qualifications with special reference to ~~his~~ actual experience in, or his or her knowledge of, accepted practice in respect to the duties of ~~his~~ the office as hereinafter outlined. At the time of his or her appointment, he or she need not be a resident of the City or state, but during his or her tenure of office ~~he~~ shall reside within the City. No person elected to membership on the Council shall, subsequent to such election, be eligible for appointment as City Manager until one year has elapsed following the expiration of the term for which he or she was elected.

-----

### **Section 6.03. Term and Removal.**

The City Manager shall hold ~~his~~ office subject to the provisions set forth below, at the will and pleasure of the City Council. A majority of the members of the City Council may remove the City Manager, except that no City Manager who has been in the service of the City for more than one year prior to a regular City election shall be removed within sixty (60) days subsequent to such election except by a four-fifths vote of the members of the City Council. If removed at any time after ~~he has~~ having served six months, the City Manager may demand a hearing at a public meeting of the City Council prior to the date on which his or her final removal shall take effect, but pending and during such hearing the City Council may suspend him or her from office. The action of the City Council in suspending or removing the City Manager shall be final, since it is the intention of this Charter to vest all authority and fix all responsibility for any such suspension or removal wholly in the City Council.

-----

### **Section 6.05. Council not to Interfere in Appointments or Removals.**

Neither the Council nor any of its committees or members shall direct or request the appointment of any person to, or ~~his~~ removal from, office by the City Manager or any of his or her subordinates; or, except as is or may be otherwise provided under the terms of this Charter, in any manner take part in the appointment or removal of officers and employees in the administrative service of the City. Except for the purpose of inquiry, the Council and its members shall deal with the administrative service solely through the Manager, and neither the Council nor any member thereof shall give orders to any subordinate of the City Manager either publicly or privately. Any violation of the provisions of this section by a member of the Council shall subject



him or her to whatever discipline the remaining members of the Council may under the terms of Section 3.04 see fit to impose ~~upon him~~.

-----

## **Section 9.02. Municipal Court Judge.**

... The Judge, or anyone acting in his or her place, shall receive such compensation as may be determined by the City Council.

## **MEASURE H**

## **Section 6.03. Term and Removal.**

The City Manager shall hold his office subject to the provisions set forth below, at the will and pleasure of the City Council. ~~A majority of the members of the City Council may remove the City Manager, except that no City Manager who has been in the service of the City for more than one year prior to a regular City election shall be removed within sixty (60) days subsequent to such election except by a four-fifths vote of the members of the City Council.~~ The City Manager shall be appointed upon the affirmative vote of four-fifths (4/5) majority vote of the entire City Council. Similarly, the City Manager may be removed at the discretion of the City Council by an affirmative vote of four-fifths (4/5) majority vote of the entire City Council. If removed at any time after he has served six months, the City Manager may demand a hearing at a public meeting of the City Council prior to the date on which his final removal shall take effect, but pending and during such hearing the City Council may suspend him from office. The action of the City Council in suspending or removing the City Manager shall be final, since it is the intention of this Charter to vest all authority and fix all responsibility for any such suspension or removal wholly in the City Council.

## **MEASURE I**

## **Section 7.01. City Attorney-Qualifications.**

- ... d. ~~City Council may not remove a City Attorney who has been in the service of the City for more than one year prior to a regular City election within sixty (60) days subsequent to such election except by a four-fifths vote of the members of City Council.~~ The City Attorney shall be appointed upon the affirmative vote of four-fifths (4/5) majority vote of the entire City Council. Similarly, the City Attorney may be removed at the discretion of the City Council by an affirmative vote of four-fifths (4/5) majority vote of the entire City Council.

## MEASURE J

### **Section 8.01. Development and Submission of City Budget and Budget Message.**

- ... c. *Submission.* On or before the ~~31<sup>st</sup> day of July~~ 2nd Monday of August of each year, the City Manager shall submit to the City Council and City Secretary a proposed budget for the ensuing fiscal year and an accompanying budget message. The full text of the proposed budget and message shall be made available for public review in the office of the City Secretary, at the City's library, and prominently linked on the City's website.

**SECTION FIVE.** The ballots for the City election must comply with the Texas Election Code and shall have the measures described in Section Four, above, stated as propositions as follows:

**Measure A shall be placed on the ballot in the form of the following Proposition:**

#### *PROPOSITION A*

Amendments to the City Charter providing clarity as to meaning and intent and eliminating inconsistencies.

FOR \_\_\_\_\_ AGAINST \_\_\_\_\_

----

**Measure B shall be placed on the ballot in the form of the following Proposition:**

#### *PROPOSITION B*

Amendments to the City Charter revising and deleting provisions which are redundant of or inconsistent with State law.

FOR \_\_\_\_\_ AGAINST \_\_\_\_\_

----

**Measure C shall be placed on the ballot in the form of the following Proposition:**



*PROPOSITION C*

Amendment to the City Charter creating a requirement for persons injured because of the City's action or inaction to give the City notice of their claim within 90 days of the incident.

FOR \_\_\_\_\_ AGAINST \_\_\_\_\_

----

**Measure D shall be placed on the ballot in the form of the following Proposition:**

*PROPOSITION D*

Amendments to the City Charter increasing the term of office from two to three years for each councilmember and the mayor.

FOR \_\_\_\_\_ AGAINST \_\_\_\_\_

----

**Measure E shall be placed on the ballot in the form of the following Proposition:**

*PROPOSITION E*

Amendments to the City Charter providing under what circumstances a councilmember vacates his or her office.

FOR \_\_\_\_\_ AGAINST \_\_\_\_\_

**Measure F shall be placed on the ballot in the form of the following Proposition:**

*PROPOSITION F*

Amendment to the City Charter increasing the amounts paid to councilmembers and the mayor and changing payment to be monthly rather than per meeting.

FOR \_\_\_\_\_ AGAINST \_\_\_\_\_

----



Measure G shall be placed on the ballot in the form of the following Proposition:

*PROPOSITION G*

Amendments to the City Charter creating gender neutrality.

FOR\_\_\_\_\_ AGAINST\_\_\_\_\_

----

Measure H shall be placed on the ballot in the form of the following Proposition:

*PROPOSITION H*

Amendments to the City Charter requiring the appointment and termination of the City Manager to be by a four-fifths (4/5's) vote of the entire City Council.

FOR\_\_\_\_\_ AGAINST\_\_\_\_\_

Measure I shall be placed on the ballot in the form of the following Proposition:

*PROPOSITION I*

Amendments to the City Charter requiring the appointment and termination of the City Attorney to be by a four-fifths (4/5's) vote of the entire City Council.

FOR\_\_\_\_\_ AGAINST\_\_\_\_\_

----

Measure J shall be placed on the ballot in the form of the following Proposition:

*PROPOSITION J*

Amendment to the City Charter increasing the time for the City Manager to submit a proposed budget to Council.

FOR\_\_\_\_\_ AGAINST\_\_\_\_\_

**SECTION SIX.** The voting location for both the early voting period and Election Day will be at the Kathleen C. Cailloux City Center of the Performing Arts, 910 Main Street, Kerrville, Texas 78028.

**SECTION SEVEN.** On Election Day, Saturday, May 4, 2024, the polls shall remain open from 7:00 AM to 7:00 PM. Early voting shall will occur as follows: April 22, 23, 24, and 26, 2024, from 8:00 AM to 6:00 PM; April 25, 2024, from 8:00 AM to 5:00 PM; and April 29 and 30, from 8:00 AM to 6:00 PM.

**SECTION EIGHT.** To afford the public with opportunities to review the proposed Charter amendments, the City Secretary shall be responsible for placing the proposed amendments on the City's website and making copies of the amendments available for public review in the office of the City Secretary and at the Butt-Holdsworth Memorial Library. In addition, the City shall publish notice of the amendments in accordance with Section 9.004(c) of the Texas Local Government Code.

**PASSED AND APPROVED ON FIRST READING, this the 23 day of JANUARY, A.D. 2024.**

**PASSED AND APPROVED ON SECOND AND FINAL READING, this the \_\_\_\_\_ day of \_\_\_\_\_, A.D. 2024.**

\_\_\_\_\_  
Judy Eychner, Mayor

APPROVED AS TO FORM:



\_\_\_\_\_  
Michael C. Hayes, City Attorney

ATTEST:

\_\_\_\_\_  
Shelley McElhannon, City Secretary



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

**SUBJECT:** Ordinance No. 2024-03. An Ordinance amending the City's Code of Ordinances by repealing Chapter 78 "Peddlers and Solicitors" in its entirety and replacing it with a new Article VI "Solicitations" within Chapter 30 "Businesses" of the City's Code of Ordinances; this new Article adopts revised regulations concerning canvassers, solicitors, and peddlers as those terms are defined; providing for penalties not to exceed \$500.00; ordering publication; providing an effective date; and providing other matters related to the subject.

**AGENDA DATE OF:** February 13, 2024      **DATE SUBMITTED:** November 1, 2023

**SUBMITTED BY:** Guillermo Garcia

**EXHIBITS:**

<b>Expenditure Required:</b>	<b>Remaining Budget Balance in Account:</b>	<b>Amount Budgeted:</b>	<b>Account Number:</b>
N/A	N/A	N/A	N/A

**PAYMENT TO BE MADE TO:** N/A

**Kerrville 2050 Item?** No

**Key Priority Area** N/A

**Guiding Principle** N/A

**Action Item** N/A

**SUMMARY STATEMENT:**

Chapter 78 - Peddlers and Solicitors is being replaced with a new chapter within Chapter 30 "Business". The purpose of this new ordinance is to protect against criminal activity, including fraud and burglary, minimize the unwelcome disturbance of citizens and the disruption of privacy, and otherwise preserve public health, safety, and welfare by regulating, controlling, and licensing canvassers, solicitors, and peddlers.

The new ordinance establishes the following:

- Hours in which canvassing, solicitation, and peddling may occur at private residences;
- Creates a "Do Not Knock" List
- Permit requirements
- Application requirements
- Revocation and Appeals process

**RECOMMENDED ACTION:**

Approve Ordinance No. 2024-03 first reading.

**ATTACHMENTS:**

[\*20240213\\_Ord 2024-03 Door-to-Door solicitations DRAFT.pdf\*](#)

**DRAFT 2/2/24**

**CITY OF KERRVILLE, TEXAS  
ORDINANCE NO. 2024-03**

**AN ORDINANCE AMENDING THE CITY’S CODE OF ORDINANCES BY REPEALING CHAPTER 78 “PEDDLERS AND SOLICITORS” IN ITS ENTIRETY AND REPLACING IT WITH A NEW ARTICLE VI “SOLICITATIONS” WITHIN CHAPTER 30 “BUSINESSES” OF THE CITY’S CODE OF ORDINANCES; THIS NEW ARTICLE ADOPTS REVISED REGULATIONS CONCERNING CANVASSERS, SOLICITORS, AND PEDDLERS AS THOSE TERMS ARE DEFINED; PROVIDING FOR PENALTIES NOT TO EXCEED \$500.00; ORDERING PUBLICATION; PROVIDING AN EFFECTIVE DATE; AND PROVIDING OTHER MATTERS RELATED TO THE SUBJECT**

**WHEREAS**, the City of Kerrville, Texas (“City”) is a home-rule municipality possessing the full power of local self-government, pursuant to Article 11, Section 5 of the Texas Constitution, Section 51.072 of Texas Local Government Code, as amended, and the City’s Charter; and

**WHEREAS**, regulations on peddlers and other solicitation activities in the City were adopted as early as 1968, and have since been amended and modified multiple times by the City Council as it deemed fit; and

**WHEREAS**, City residents expect their local government to assist them in preserving their privacy and avoiding petty annoyances that disrupt their quiet enjoyment of their homes; and

**WHEREAS**, other persons often desire to interrupt and intrude into the quiet enjoyment of a person’s home to solicit donations for causes believed to be worthy of support; to canvas for support for particular religious, ideological, or political causes; or for reasons for securing sales of products or services; and

**WHEREAS**, pursuant to Section 215.075, Texas Local Government Code, City Council has the power and authority to license any lawful business or occupation; and

**WHEREAS**, an important part of the freedom enjoyed by all citizens and residents of the United States is the right to speak freely, to express ideas that may be unpopular, and to engage others in debate without government interference; and

**WHEREAS**, the United States Supreme Court consistently recognizes the right and obligation of local governments to protect their citizens from fraud and harassment, particularly when the solicitation of money is involved; and

**WHEREAS**, a responsibility of government, to include local governments such as cities, is to balance these competing interests in a manner consistent with the both the United States and Texas Constitutions, while protecting the privacy of its citizens and attempting to prevent crime and minimize fraud; and

**WHEREAS**, the current provisions of Chapter 78, “Peddlers and Solicitors”, are out of date and no longer adequate to meet the needs of the community; and

**WHEREAS**, City Council finds that the regulation of solicitations and similar activities within the City is in the best interest of the health, safety, and welfare of the citizens of the City; and

**WHEREAS**, based upon the important public policies expressed above, City Council finds it to be in the public interest to repeal Chapter 78 of the City’s Code of Ordinances in its entirety and to replace said chapter with a new Article VI within Chapter 30 of the Code as provided herein;

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

**SECTION ONE.** The facts, recitations, and findings contained in the preamble of this Ordinance are found to be true and correct and are incorporated by reference herein and expressly made a part hereof, as if copied verbatim.

**SECTION TWO.** Chapter 78 “Peddlers and Solicitors” of the Code of Ordinances of the City of Kerrville, Texas, is repealed and replaced in its entirety with a new Article VI “Solicitations” to be placed within Chapter 30, as provided for in **Exhibit A**, which is attached, included herein for all purposes, and hereby adopted.

**SECTION THREE.** The City Secretary is authorized and directed to submit this Ordinance to the publisher of the City’s Code of Ordinances and the publisher is authorized to amend said Code to reflect the provisions adopted herein, to include the repeal and deletion of Chapter 78 in its entirety; the addition of a new Article VI to be found in Chapter 30 of the Code; to correct typographical errors and to index, format, and number and letter paragraphs to the existing Code as appropriate.



**SECTION FOUR.** The provisions of this Ordinance are 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 expressly repealed to the extent of any such inconsistency or conflict. Ordinance Nos. 86-62 and 91-12 are repealed.

**SECTION FIVE.** It is officially found and determined that the meetings at which this Ordinance is passed were open to the public as required and that public notice of the time, place, and purpose of said meetings was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

**SECTION SIX.** If any section, subsection, sentence, clause, or phrase of this Ordinance is, for any reason, held to be unconstitutional or invalid, such holding shall not affect the validity of the remaining portions of this Ordinance. City Council 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 SEVEN.** The penalty for violation of this Ordinance shall be in accordance with the general penalty provisions contained in Section 1-7 of the Code of Ordinances of the City of Kerrville, Texas and specifically a fine not exceeding FIVE HUNDRED DOLLARS (\$500.00) per day for each violation hereof.

**SECTION EIGHT.** Pursuant to Texas Local Government Code §52.013(a) and Section 3.07 of the City's Charter, the City Secretary is hereby authorized and directed to publish the descriptive caption of this Ordinance in the manner and for the length of time prescribed by the law as an alternative method of publication.

**SECTION NINE.** This Ordinance shall become effective immediately upon the expiration of ten days following publication, as provided for by Section 3.07b. of the City Charter.

**PASSED AND APPROVED ON FIRST READING, this the \_\_\_\_ day of \_\_\_\_\_ A.D., 2024.**

**PASSED AND APPROVED ON SECOND AND FINAL READING, this the \_\_\_\_ day of \_\_\_\_\_, A.D., 2024.**

---

Judy Eychner, Mayor

APPROVED AS TO FORM:

ATTEST:

---

Michael C. Hayes, City Attorney

---

Shelley McElhannon, City Secretary

## EXHIBIT A

### “CHAPTER 30 BUSINESSES, PERMITS, AND LICENSES

#### ARTICLE VI. - SOLICITATIONS

##### **Sec. 30-176. - Purpose.**

The purpose of this article is to protect against criminal activity, including fraud and burglary, minimize the unwelcome disturbance of citizens and the disruption of privacy, and to otherwise preserve the public health, safety, and welfare by regulating, controlling, and/or licensing peddlers, solicitors, and canvassers.

##### **Sec. 30-177. - City Manager.**

The City Manager shall administer the provisions of this article.

##### **Sec. 30-178. - Definitions.**

*Business day* means any calendar day except Saturday, Sunday or any City holiday.

*Canvasser* means any person who attempts to make personal contact with a resident at a residence without prior specific invitation or appointment from the resident for the primary purpose of (1) attempting to enlist support for or against a particular religion, philosophy, ideology, political party, issue, or candidate, even if incidental to such purpose the canvasser accepts the donation for money for or against such cause; or (2) distributing a handbill or flyer advertising a non-commercial event or service.

*City Manager* means the City Manager or designee.

*Official* shall mean the City Manager, City's Peace Officers, or Code Enforcement Officers.

*Peddler* means a person who attempts to make personal contact with a resident at his or her residence without prior specific invitation or appointment from the resident, for the primary purpose of attempting to sell goods, merchandise, wares, or other personal property of any nature, or service.

*Peddle and any form of the word* means all activities ordinarily performed by a peddler.



*Solicitation, soliciting, solicited, or any form of the word solicit* means any activities ordinarily performed by a solicitor.

*Solicitor* means any person who goes upon the premises of any private residence in the City, not having been invited by the occupant thereof for the purpose of taking or attempting to take orders for the sale of goods, merchandise, wares, or other personal property of any nature for future delivery, or for services to be performed in the future. This definition includes any person who, without invitation, goes upon private property to request a contribution of funds or anything of value, or sell goods or services for educational, political, charitable, religious, or other non-commercial purposes.

**Sec. 30-179. - Hours of Canvassing, Solicitation, and Peddling at Private Residences.**

It is unlawful for any person, whether permitted or exempted from needing a permit, to canvass, solicit, or peddle at private residences between the hours of 8:00 p.m. and 8:00 a.m. unless permission is otherwise posted by the private property owner or by someone with apparent authority to act for the owner. This section does not apply where the canvasser, solicitor, or peddler is on the property by express, prior invitation of the owner of the property or a person residing on the premises.

**Sec. 30-180. - Entry upon Premises Unlawful.**

It is unlawful for any person to canvass, solicit, or peddle upon any private property in the City where the owner, occupant, or person legally in charge of the premises has posted at the entry to the premises, or at the entry to the principal building on the premises, a sign bearing the words “No Peddlers”, “No Solicitors”, or words of similar intent.

**Sec. 30-181. - Do Not Knock List.**

The City Manager shall maintain a “Do Not Knock List”, a copy of which shall be provided to any person or organization required to obtain a permit pursuant to Section 30-184 of this article. City residents may register their name, address, and/or unit/apartment number with the City Manager to be placed on the “Do Not Knock List,” indicating that they do not want canvassers, solicitors, or peddlers to approach their homes and/or seek personal contact with the occupants of the registered home. It is unlawful for any canvasser, solicitor, or peddler to approach/or seek personal contact with the occupants there if that residence is registered on the “Do Not Knock List.”

### **Sec. 30-182. - Do Not Knock List Registration.**

Registration on the “Do Not Knock List” expires five (5) calendar years following the end of the calendar year of registration, unless renewed by notifying the City Manager accordingly.

### **Sec. 30-183. - Penalty for violation.**

- (a) Any person, firm, partnership, corporation, association, agent, or employee thereof who violates any of the provisions of this article shall be guilty of a misdemeanor and, upon conviction thereof, shall be fined in an amount not less than \$50.00 nor more than \$500.00 for each offense. Each and every hour that such violation shall continue shall be deemed to constitute a separate offense.
- (b) The culpable mental state required by Section 6.02, Texas Penal Code, is hereby specifically negated. The offenses under this article shall be strict liability offenses.

### **Sec. 30-184. - Permit Requirements and Exemptions.**

It is unlawful for any person to engage in solicitation or peddling activities within the City without first obtaining a permit issued by the City Manager; provided the following are exempted from the provisions of this section:

- (1) A canvasser as defined by the article;
- (2) A solicitor or peddler already licensed by the state to engage in the activity;
- (3) persons selling agricultural products;
- (4) mobile food establishments and temporary food establishments that are required to get a food establishment permit from the City to sell food; and
- (5) in addition, the fee provisions of this article do not apply to non-profit organizations.

**Sec. 30-185. - Solicitation on public property.**

- (a) It is unlawful for any person to peddle, hawk, sell, solicit, distribute or take orders for any services, wares, merchandise, or goods, including, but not limited to, magazines, encyclopedias, tools, photographs, flowers, candy, or plants on the streets, street rights-of-way, or medians of the City. This prohibition shall apply to and include any institution or group organized for a political, religious or charitable purpose, or individuals engaging in such activities on behalf of any such institution or group.
- (b) No permit provided for herein shall be issued for selling in the above manner.
- (c) An exception applies to vendors authorized to sell within the City's parks and recreational areas pursuant to permission granted by the City Manager, authorized by law, or where similarly authorized by other public entities.

**Sec. 30-186. - Exhibition of Permit Required.**

- (a) It is unlawful for any solicitor or peddler to fail to conspicuously display on or about their person the permit issued by the City.
- (b) "Conspicuously displayed" shall mean displayed to the front and visible to whomever the permit holder is conversing at all times they are engaged in a permitted activity.

**Sec. 30-187. - Permits for Minor Solicitors or Peddlers.**

- (a) It is unlawful for any person under the age of 18 to engage in soliciting or peddling except as provided in this section.
- (b) A permit shall be obtained by a sponsoring person, company, or organization for the conduct of any solicitation or peddling activities involving in whole or in part a sales force of one or more persons under the age of eighteen years of age.
- (c) The sponsor shall be responsible for supervising and controlling all persons peddling under the sponsor's permit.
- (d) The sponsor shall provide to each individual soliciting or peddling under its authority a badge or other easily readable form of identification that identifies the name of the sponsor and the name of the individual. The sponsor shall require all individuals to wear the identification so that it is clearly visible at all times while soliciting or peddling.

### **Sec. 30-188. - Application.**

Applicants for permits under this article shall file with the City Manager an application in writing on a form obtained from the officer and provide the following:

- (1) A valid Texas driver's license or state issued photo identification;
- (2) The number of the limited sales tax permit issued to the business by the state comptroller's office, if applicable;
- (3) A brief description of the activity or business to be conducted;
- (4) The appropriate fee;
- (5) Proof of status necessary to receive an exception under Sections 30-184 or 30-191 of this article.

### **Sec. 30-189. - Investigation by the police department.**

- (a) Upon the initial submission of permit application, the police department shall obtain the applicant's fingerprints and run a background check on the applicant as the police department deems necessary. If the applicant returns to renew the application within the calendar year of the initial submission, the retaking of fingerprints will not be required as long as the individual can present valid identification that corresponds with the initial identification. A background check will be conducted each time the permit is renewed and fingerprints will be retaken during the first application process in each calendar year.
- (b) The police department is authorized to investigate the affairs of any person soliciting or peddling in violation of this article.
- (c) The police department may deny a permit to any applicant for good cause, which may include the following:
  - (1) being a fugitive from justice;
  - (2) submitting an incomplete or illegible permit application;
  - (3) providing false and/or misleading statements on the permit application; or
  - (4) conducting solicitation or peddling activities contrary to regulations contained herein.

### **Sec. 30-190. - Application fee.**

The City shall charge a nonrefundable fee for the administration and investigation of the application. Such fee shall not be prorated and shall be paid at the time the application is made and shall not be returned to the applicant, regardless of whether a permit is issued. The fees and charges for permits furnished by the City are as established by City Council and adopted as part of the City's annual fee schedule.

### **Sec. 30-191. - Exceptions to fee.**

The following organizations are exempt from paying a permit fee; however, all solicitors and peddlers are required to comply with all other applicable provisions of this article unless otherwise exempted:

- (1) Any local church or other religious group, or to ministers or agents thereof soliciting funds for the support of such religious group;
- (2) Any established society, association, or corporation that is organized and operated exclusively for educational, philanthropic, benevolent, fraternal, or charitable purposes, not operated for pecuniary profit, where no part of the net earnings inures to the benefit of any person, private shareholder, or individual, where the solicitation or peddling of such organization is:
  - a. conducted among the members thereof by other members or officers thereof, voluntarily and without remuneration for the activity; or
  - b. in the form of collections or contributions at the regular exercises or services of any society, lodge, benevolent order, or fraternity or similar organization, or any branch thereof.
- (3) Vendors of farm produce, poultry, stock or agricultural products in their natural state if raised on land owned or leased by the vendor, or such products may be sold by any member of the owner's or lessee's household.
- (4) Sales of goods, wares, and merchandise donated by the owners thereof, the proceeds of which are to be used and applied to some charitable, religious, or philanthropic purposes.
- (5) Sales of goods, wares, and merchandise by any bonafide charitable, religious, or philanthropic organization.

### **Sec. 30-192. - Issuance.**

Upon presentation of an administratively complete application, the City shall issue a permit to the applicant within 10 business days unless grounds for denial exist under Section 30-196.

### **Sec. 30-193. - Contents.**

- (a) Each permit issued under this article shall show the name of the permitted individual, business address, a description of the type of solicitation or peddling, product, or activity, the date of issuance, and the expiration date of such permit.
- (b) The City will number each permit and include the following language prominently displayed: *“The issuance of this Permit is not an endorsement by the City of Kerrville, or any of its officers or employees, and expires \_\_\_\_\_.”*

### **Sec. 30-194. - Expiration.**

All permits issued under the provisions of this article shall expire 90 days from the date of issuance.

### **Sec. 30-195. - Transfer.**

No permit issued under the provision of this article shall be transferred or assigned.

### **Sec. 30-196. - Denial.**

The City Manager may deny issuing a permit to a person under this article for the following reasons:

- (1) Because of a person’s conviction of a felony or misdemeanor if the crime directly relates to the conduct of a business or results from an assault against a person.
- (2) An investigation reveals that the applicant falsified information on the application.
- (3) The applicant is a registered sex offender.

### **Sec. 30-197. - Revocation.**

- (a) Permits issued under the provision of this article may be revoked for any of the following causes by any official:
  - 1. Fraud, misrepresentation, or false statement contained in the application for permit;
  - 2. Fraud, misrepresentation, or false statement made in the course of carrying out business or other activities;
  - 3. Any violation of this article;
  - 4. Conviction of a misdemeanor or any felony if the crime directly relates to the conduct of business; or
  - 5. Conducting the business of soliciting or peddling in an unlawful manner or in such a manner as to constitute a breach of the peace or to constitute a menace to the health, safety, and general welfare of the public.
- (b) The City Manager shall provide notice of revocation of a permit both verbally and in writing and shall specify the basis of a revocation.
- (c) When the solicitor or peddler receives notice that his/her permit has been revoked, said person shall immediately surrender the permit to the City.

### **Sec. 30-198. Appeals.**

- (a) A permit holder may appeal the act of denial or revocation of any permit to the City Manager within 5 business days from the date of denial or revocation.
- (b) Such appeal shall be taken by filing with the City Manager a written statement setting forth fully the grounds for the appeal.
- (c) The City Manager shall issue a decision on the denial or revocation in writing within 5 business days of receipt of the appeal.
- (d) The revocation or denial is not stayed pending the City Manager's decision.
- (e) The decision and order of the City Manager on such appeal is final and conclusive."



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

**SUBJECT:** Ordinance No. 2024-04. An Ordinance establishing an exemption from ad valorem (property) taxes for qualifying child-care facility properties pursuant to the authority in Section 11.36, Texas Tax Code.

**AGENDA DATE OF:** February 13, 2024      **DATE SUBMITTED:** January 25, 2024

**SUBMITTED BY:** Drew Paxton, Planning Director

**EXHIBITS:**

<b>Expenditure Required:</b>	<b>Remaining Budget Balance in Account:</b>	<b>Amount Budgeted:</b>	<b>Account Number:</b>
\$0	\$0	\$0	N/A

**PAYMENT TO BE MADE TO:** N/A

<b>Kerrville 2050 Item?</b>	Yes
<b>Key Priority Area</b>	E - Economic Development
<b>Guiding Principle</b>	N/A
<b>Action Item</b>	N/A

**SUMMARY STATEMENT:**

Following the Texas 88th Legislative session, Proposition 2, adopted by a 64.78% voter approval, allows the governing body of a county or municipality to exempt from property taxation all or part of the appraised value of real property used to operate a child-care facility. Availability of childcare continues to be an issue for employees and employers in the Kerrville area. While this tax exemption may not solve the problem, it will offer some relief to existing and possible future childcare facilities that qualify for the exemption.

**RECOMMENDED ACTION:**

Approve Ordinance No. 2024-04, first reading.

**ATTACHMENTS:**

[20240213\\_Ord 2024-04 Childcare facility prop-tax exemption.pdf](#)



**CITY OF KERRVILLE, TEXAS  
ORDINANCE NO. 2024-04**

**AN ORDINANCE ESTABLISHING AN EXEMPTION FROM AD  
VALOREM (PROPERTY) TAXES FOR QUALIFYING CHILD-  
CARE FACILITY PROPERTIES PURSUANT TO THE  
AUTHORITY IN SECTION 11.36, TEXAS TAX CODE**

**WHEREAS**, Texas Tax Code Section 11.36, as added by Senate Bill 1145 of the 88th Texas Legislature regular session (2023), authorizes an exemption from ad valorem (property) taxes on all or part of the appraised value of real property, or a portion thereof, operating as a qualifying child-care facility, as that term is defined in the law; and

**WHEREAS**, City Council finds that the exemption described above of 100 percent of the appraise value of all or a portion of real property used to operate a qualifying child-care facility is in the public interest and thus, should be adopted in accordance with law;

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

**SECTION ONE.** City Council adopts an exemption, as authorized by Texas Tax Code Section 11.36, entitling qualifying persons to an exemption from taxation by the City of 100 percent of the appraised value of:

(A) the real property the person owns and operates as a “qualifying child-care facility”, as such term is defined by this state law; or

(B) the portion of the real property that the person owns and leases to a person who uses the property to operate a qualifying child-care facility.

**SECTION TWO.** As set forth in Texas Tax Code Section 11.36(g), a person may not claim the child-care facility exemption on property he or she owns and leases to another to operate a qualifying child-care facility if the person also claims a Texas Tax Code Section 11.13 residence homestead exemption on the property or leases any part of the property to another for use as a principal residence.

**SECTION THREE.** The exemption adopted by this Ordinance applies to the 2024 tax year.

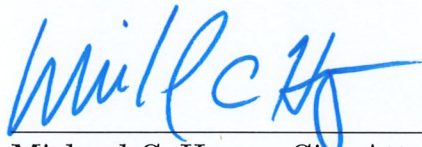
PASSED AND APPROVED ON FIRST READING, this the \_\_\_\_ day of \_\_\_\_\_, A.D., 2024.

PASSED AND APPROVED ON SECOND AND FINAL READING, this the \_\_\_\_\_ day of \_\_\_\_\_, A.D., 2024.

\_\_\_\_\_  
Judy Eychner, Mayor

APPROVED AS TO FORM:

ATTEST:



\_\_\_\_\_  
Michael C. Hayes, City Attorney

\_\_\_\_\_  
Shelley McElhannon, City Secretary



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

**SUBJECT:** Ordinance No. 2024-05. An Ordinance deleting Chapter 22, "Aviation", of the Code of Ordinances of the City of Kerrville, Texas; containing a cumulative clause; containing a savings and severability clause; and providing other matters relating to this subject.

**AGENDA DATE OF:** February 13, 2024      **DATE SUBMITTED:** February 2, 2024

**SUBMITTED BY:** Mike Hayes, City Attorney

**EXHIBITS:**

<b>Expenditure Required:</b>	<b>Remaining Budget Balance in Account:</b>	<b>Amount Budgeted:</b>	<b>Account Number:</b>
Recodification expense of minimal amount.	NA	NA	N/A

**PAYMENT TO BE MADE TO:** N/A

<b>Kerrville 2050 Item?</b>	No
<b>Key Priority Area</b>	N/A
<b>Guiding Principle</b>	N/A
<b>Action Item</b>	N/A

**SUMMARY STATEMENT:**

Chapter 22 of the City's Code of Ordinances is unnecessary to the City's (and County's) current joint ownership and operation of the Airport. The City Attorney recommends that Council approve, following first reading, the deletion of this chapter from the City's Code.

**RECOMMENDED ACTION:**

Approve Ordinance No. 2024-05 on first reading.

**ATTACHMENTS:**

[20240213\\_Ord 2024-05 Delete Aviation.pdf](#)



**CITY OF KERRVILLE, TEXAS  
ORDINANCE NO. 2024-05**

**AN ORDINANCE DELETING CHAPTER 22,  
“AVIATION”, OF THE CODE OF ORDINANCES OF  
THE CITY OF KERRVILLE, TEXAS; CONTAINING A  
CUMULATIVE CLAUSE; CONTAINING A SAVINGS  
AND SEVERABILITY CLAUSE; AND PROVIDING  
OTHER MATTERS RELATING TO THIS SUBJECT**

**WHEREAS**, the City of Kerrville, Texas (“City”), and Kerr County, Texas (“County”) jointly own the Kerrville/Kerr County Airport, sometimes referred to as Louis Schreiner Field (“Airport”); and

**WHEREAS**, for over 50 years, the City and County have jointly managed the Airport under state law and continue to do so by virtue of the *Restated Interlocal Agreement for the Continued Existence of a Joint Airport Board to Provide Management of Kerrville/Kerr County Airport*, which was adopted by the City and County on or about May 21, 2021 (the “Agreement”); and

**WHEREAS**, the Agreement, like the others before it, sets out the authority, power, and duties for the Joint Airport Board; and

**WHEREAS**, City Council finds Chapter 22 of the City’s Code of Ordinances, titled “Aviation”, sets out various rules and regulations for the operation of the Airport which applied more appropriately in past years when City employees enforced such rules and regulations as part of their job responsibilities; and

**WHEREAS**, City Council finds that the Joint Airport Board possesses authority to adopt its own rules and regulations, which are enforced by its employees; and

**WHEREAS**, the City Council finds Chapter 22 of the City’s Code of Ordinances is not enforceable by employees of the Joint Airport Board and could inadvertently conflict with rules and regulations of the Joint Airport Board; and

**WHEREAS**, based upon the Airport’s joint ownership, the Agreement, and for clarity, efficiency, and to avoid confusion and conflict between the Agreement and state law, the City Attorney recommends that City Council delete Chapter 22 from the Code of Ordinances, as it is unnecessary to the continued existence or operation of the Airport; and

**WHEREAS**, deleting Chapter 22 will have no effect on the Agreement; and

**WHEREAS**, City Council finds it to be in the public interest to delete Chapter 22 from the City's Code of Ordinances;

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

**SECTION ONE.** Chapter 22, "Aviation", of the Code of Ordinances of the City of Kerrville, Texas, is deleted in its entirety.

**SECTION TWO.** The City Secretary is authorized and directed to submit this amendment to the publisher of the City's Code of Ordinances and the publisher is authorized to amend said Code to reflect the amendment adopted herein and to correct typographical errors and to index, format, and number and letter paragraphs to the existing Code as appropriate.

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

**PASSED AND APPROVED ON FIRST READING, this the \_\_\_\_ day of \_\_\_\_\_, A.D., 2024.**

**PASSED AND APPROVED ON SECOND AND FINAL READING, this the \_\_\_\_ day of \_\_\_\_\_, A.D., 2024.**

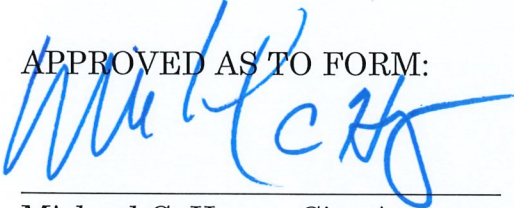


ATTEST:

\_\_\_\_\_  
Judy Eychner, Mayor

\_\_\_\_\_  
Shelley McElhannon, City Secretary

APPROVED AS TO FORM:

A handwritten signature in blue ink, appearing to read "Michael C. Hayes", is written over a horizontal line.

\_\_\_\_\_  
Michael C. Hayes, City Attorney



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

**SUBJECT:** Resolution No. 04-2024. A Resolution appointing Election Judges for the general and special election (Charter Amendments) of the City of Kerrville, Texas, to be held on May 4, 2024; said judges provided by the County Elections Officer.

**AGENDA DATE OF:** February 13, 2024      **DATE SUBMITTED:** February 5, 2024

**SUBMITTED BY:** Shelley McElhannon, City Secretary

**EXHIBITS:**

<b>Expenditure Required:</b>	<b>Remaining Budget Balance in Account:</b>	<b>Amount Budgeted:</b>	<b>Account Number:</b>
N/A	N/A	N/A	N/A

**PAYMENT TO BE MADE TO:** N/A

**Kerrville 2050 Item?** No

**Key Priority Area** N/A

**Guiding Principle** N/A

**Action Item** N/A

**SUMMARY STATEMENT:**

Kerr County Election Official Ian Collum has requested City Council approval with the appointed Election workers for May 04, 2024.

**RECOMMENDED ACTION:**

Approve Resolution No. 04-2024.

**ATTACHMENTS:**

[20240213\\_Reso 04-2024 Election Judges.pdf](#)



**CITY OF KERRVILLE, TEXAS  
RESOLUTION NO. 04-2024**

**A RESOLUTION APPOINTING ELECTION JUDGES FOR THE  
GENERAL AND SPECIAL ELECTION (CHARTER AMENDMENTS)  
OF THE CITY OF KERRVILLE, TEXAS, TO BE HELD ON MAY 4,  
2024; SAID JUDGES PROVIDED BY THE COUNTY ELECTIONS  
OFFICER**

**WHEREAS**, City Council, through its adoption of Resolution No. 01-2024, previously called a general election to be held on May 4, 2024, for the election of persons to the offices of Mayor, Councilmember Place Three, and Councilmember Place Four; and

**WHEREAS**, similarly, City Council, through its adoption of Ordinance No. 2024-01, has called a special election to be held on May 4, 2024, for the purpose of submitting propositions to voters for proposed amendments to the City Charter; and

**WHEREAS**, City Council also approved a *Joint Election Agreement between the City of Kerrville and Kerr County*, wherein the County Election Officer would provide the City with a list of election officials for conducting such election; and

**WHEREAS**, the County Election Officer has now provided the City with a list of election officials for City Council approval; and

**WHEREAS**, City Council, in accordance with its agreement with the County and Section 32.005 of the Texas Election Code, finds it in the public interest to appoint the election officials submitted by the County Election Officer;

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

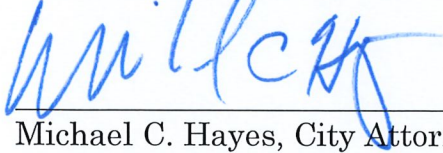
**SECTION ONE.** City Council appoints the Election Judge and other officials as provided for by the Kerr County Election Officer, such officials as specified on the document attached as **Exhibit A**. City Council appoints such officials for the election to be held on May 4, 2024.

**SECTION TWO.** Should the Kerr County Election Officer provide notice to the City of the need to change any one of the election judges or officials, City Council hereby authorizes the City Manager to approve such changes, with notice then provided to Council.

**PASSED AND APPROVED ON this the \_\_\_\_\_ day of \_\_\_\_\_ A.D.,  
2024.**

\_\_\_\_\_  
Judy Eychner, Mayor

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Michael C. Hayes, City Attorney

ATTEST:

\_\_\_\_\_  
Shelley McElhannon, City Secretary

CITY OF KERRVILLE AND KISD – WORKERS  
May 04, 2024

<b>Election Day Judge</b>	William Fitch
<b>Alternate Judge Election Day</b>	Melayne Arnold
<b>Central Count Manager</b>	Ian Collum & Nadene Alford
<b>Tabulation Supervisor</b>	Denise Vela & Cintia Tejeda
<b>Presiding Judge at Central Count</b>	Linda Bowman
<b>Early Voting Ballot Board Judge</b>	Nikki Caines





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

**SUBJECT:** Resolution No. 06-2024. A Resolution pursuant to 10 Texas Administrative Code, Section 11.3(c), with respect to tax-exempt bond applications for housing tax credits; finding that the City of Kerrville, Texas has more than twice the State average of units per capita supported by housing tax credits.

**AGENDA DATE OF:** February 13, 2024      **DATE SUBMITTED:** February 2, 2024

**SUBMITTED BY:** Michael Hornes, Assistant City Manager

**EXHIBITS:**

<b>Expenditure Required:</b>	<b>Remaining Budget Balance in Account:</b>	<b>Amount Budgeted:</b>	<b>Account Number:</b>
N/A	N/A	N/A	N/A

**PAYMENT TO BE MADE TO:** N/A

<b>Kerrville 2050 Item?</b>	Yes
<b>Key Priority Area</b>	H - Housing
<b>Guiding Principle</b>	N/A
<b>Action Item</b>	H1.8 - In the redevelopment of existing neighborhoods, avoid the displacement of citizens and their cultures

**SUMMARY STATEMENT:**

Envolve Communities are the new owners of the Meadows and Heritage Oaks Apartments along Junction highway and are in the process of applying for tax credit funding through the Alamo Area Council of Government's Housing Finance Corporation. This funding would enable Envolve to rehabilitate these two apartment buildings, while keeping them at the affordable rates.

As a part of the application process, the City Council would need to acknowledge and approve a resolution confirming that Kerrville has twice the state average of units per capita supported by housing tax credits.

**RECOMMENDED ACTION:**

Approve Resolution No. 06-2024.

**ATTACHMENTS:**

[20240213\\_Reso 06-2024 housing tax credits State av units per capita.pdf](#)

**CITY OF KERRVILLE, TEXAS  
RESOLUTION NO. 06-2024**

**A RESOLUTION PURSUANT TO 10 TEXAS ADMINISTRATIVE  
CODE, SECTION 11.3(c), WITH RESPECT TO TAX-EXEMPT  
BOND APPLICATIONS FOR HOUSING TAX CREDITS;  
FINDING THAT THE CITY OF KERRVILLE, TEXAS HAS MORE  
THAN TWICE THE STATE AVERAGE OF UNITS PER CAPITA  
SUPPORTED BY HOUSING TAX CREDITS**

**WHEREAS**, Envolve Communities, LLC has proposed a redevelopment of affordable rental housing at 2300 and 2350 Junction Highway, named the Heritage Oaks Apartments and the Meadows Apartments, in the City of Kerrville, Texas (the “Developments”); and

**WHEREAS**, Applicant has communicated that it intends to submit an application to the Texas Department of Housing and Community Affairs (TDHCA) for 2023 Housing Tax Credits Bond funds for the Developments;

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

**SECTION ONE.** As provided for in 10 Texas Administrative Code, Section 11.3(c), it is expressly acknowledged and confirmed that the City of Kerrville, Texas, has more than twice the state average of units per capita supported by Housing Tax Credits or Private Activity Bonds.

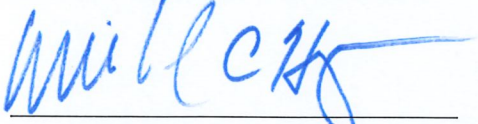
**SECTION TWO.** The City Council of the City of Kerrville, Texas hereby supports the proposed Developments and confirms that by passage of this Resolution, City Council has voted specifically to approve the construction or rehabilitation of the Developments and to authorize an allocation of Housing Tax Credits for the Developments pursuant to Section 2306.6703(a)(4), Texas Government Code.

**SECTION THREE.** For and on behalf of the City Council, the Mayor and City Manager, or his designees, are authorized, empowered, and directed to certify this Resolution to the Texas Department of Housing and Community Affairs.

**PASSED AND APPROVED ON this the \_\_\_\_ day of \_\_\_\_\_ A.D.,  
2024.**

\_\_\_\_\_  
Judy Eychner, Mayor

APPROVED AS TO FORM:



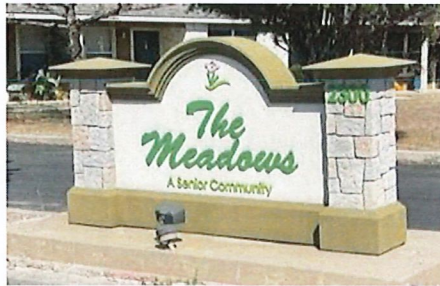
\_\_\_\_\_  
Michael C. Hayes, City Attorney

ATTEST:

\_\_\_\_\_  
Shelley McElhannon, City Secretary



# Heritage Oaks and The Meadows



## Property Descriptions and Envolve Rehab Experience

2350 Junction Hwy  
Kerrville, TX 78028

&

2300 Junction Hwy  
Kerrville, TX 78028



### Project Descriptions

Heritage Oaks Apartments and The Meadows ("the Properties") are developments located in the City of Kerrville in Kerr County, TX.

Heritage Oaks, a multifamily development, consists of 76-units and was built in 2001. The property contains 19 apartment buildings of 2-bedroom (36) and 3-bedroom (40) units for a total of 76 units containing a total 82,437 in rentable square feet. All 76 units are restricted per the LIHTC LURA encumbering the Property situated on a 8.6-acre site. Unit amenities include patio/balcony, microwave, disposal, dishwasher, ceiling fan, refrigerator, and washer/dryer hookups. Common area amenities include a clubhouse, laundry facilities, playground, fitness center, pool, and an on-site management office.

The Meadows, a senior development, consists of 72-units and was built in 1999. The property contains 18 apartment buildings of 1-bedroom (36) and 2-bedroom (36) units for a total of 72 units containing a total of 67,896 in rentable square feet. All 96 units are restricted per the LIHTC LURA encumbering the Property situated on a 7.65 acres site. Unit amenities include patio/balcony, microwave, disposal, dishwasher, ceiling fan, refrigerator, and washer/dryer hookups. Common area amenities include a clubhouse, laundry facilities, pool, fitness center, and an on-site management office.

### Unit Mix

Heritage Oaks	Unit Type	# of Units	Sqft.
	2BD	36	1,032
	3BD	40	1,132
The Meadows			
	1BD	36	814
	2BD	36	1,072

### Development Summary

Envolve plans to complete an in-place rehabilitation of the Properties, at a cost of approximately \$6.6 million (\$45,000 per unit). The Development Team is proposed to include Whitestone Construction, the General Contractor, and DNA Workshop, the Architect. Closing is anticipated prior to the end of Q4 2024 and the rehabilitation to begin with 30 days of closing.





#### Envolve Rehabilitation Experience

Over the past several years, Envolve and the proposed development team have completed multiple in-place rehabilitations in Texas. The typical planned scope of work for rehabilitation includes painting and the replacement of roofs, windows, doors, appliances, countertops, and cabinets. Total hard costs will meet or exceed the TDHCA required minimum of \$30,000 per unit and will be based on the Capital Needs Assessment of each specific property. Please see below the before and after photos of one of Envolve's recently completed rehabilitations:



Envolve



Envolve



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

---

**SUBJECT:** Agreement between Headwaters Groundwater Conservation District and the City of Kerrville, Texas, in the Spirit of Cooperation in the Protection and Preservation of Groundwater Resources.

**AGENDA DATE OF:** February 13, 2024      **DATE SUBMITTED:** February 7, 2024

**SUBMITTED BY:** Mike Hayes, City Attorney

**EXHIBITS:**

---

<b>Expenditure Required:</b>	<b>Remaining Budget Balance in Account:</b>	<b>Amount Budgeted:</b>	<b>Account Number:</b>
N/A	N/A	N/A	N/A

**PAYMENT TO BE MADE TO:** N/A

---

<b>Kerrville 2050 Item?</b>	No
<b>Key Priority Area</b>	N/A
<b>Guiding Principle</b>	N/A
<b>Action Item</b>	N/A

---

**SUMMARY STATEMENT:**

**RECOMMENDED ACTION:**

Provide direction to City Attorney.



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

---

**SUBJECT:** Appointment to the Economic Improvement Corporation. (Eligible for Executive Session 551.074)

**AGENDA DATE OF:** February 13, 2024      **DATE SUBMITTED:** January 26, 2024

**SUBMITTED BY:** Shelley McElhannon, City Secretary

**EXHIBITS:**

---

<b>Expenditure Required:</b>	<b>Remaining Budget Balance in Account:</b>	<b>Amount Budgeted:</b>	<b>Account Number:</b>
\$0	\$0	\$0	N/A

**PAYMENT TO BE MADE TO:** N/A

---

<b>Kerrville 2050 Item?</b>	No
<b>Key Priority Area</b>	N/A
<b>Guiding Principle</b>	N/A
<b>Action Item</b>	N/A

---

**SUMMARY STATEMENT:**

A vacancy on the EIC Board has occurred due to a resignation.  
Five applications remain on file in the CSO since the May 2023 EIC appointments: Beck Gipson, Steven Hall, Katy Kappel, Gilberto Paiz, John Sawyer.  
Interview Team: Mayor Eychner and Councilmember Herring. Staff Liaison: Michael Hornes.

**RECOMMENDED ACTION:**

Appoint member.