

Kerrville Main Street Program By-Laws

Main Street Advisory Board

Article I – Name

The name of the organization shall be the Kerrville Main Street Advisory Board recreated by the City of Kerrville by adoption of Resolution No. 28-2019, as amended by Resolution 36-2019 44-2021, and 27-2023 attached hereto as Exhibits A, B, C, and D. The Main Street District Zone is attached hereto as Exhibit E.

Article II – Vision and Mission Statements

Mission Statement – the mission of Kerrville Main Street is to encourage civic, social, and economic welfare, to foster civic pride and cooperation, and to enhance the aesthetic, historical and cultural aspects of Kerrville through the four-point approach to Main Street.

Vision Statement – Kerrville Main Street envisions a partnership between business owners, residents, and the City, focusing on economic growth and stability through promotions and historic preservation of its downtown district and the surrounding area.

Article III – Objectives

1. Promote the organization of the Main Street District, also known as Reinvestment Zone Number One, Kerrville, Texas, which is more specifically described in Exhibit A of these By-Laws, into a strong, cohesive unit that works together for the betterment of the area.
2. Encourage appropriate high-quality design in the maintenance, renovation and re-use of buildings in the Main Street District.
3. Promote events in the Main Street District for the entire community to foster a positive image of the district.
4. Aim for full use and occupancy of the Main Street District. Identify market needs and develop programs to meet those needs.

These objectives will be achieved through strategic planning and the annual plan of work.

Article IV – Members

Section 1 The Kerrville City Council shall appoint seven (7) members. Members shall serve for a term of two (2) years with a maximum of two (2) full successive terms.

- Section 2 Four (4) members must own Property or a Business within the Main Street District. In addition, a property or business owner may submit the name of a representative to be considered for appointment to the Board. However, such representative must be associated with the respective property or business, which sufficiency shall be solely determined by Council. For example, the representative may be a tenant of the owner or a manager of the business. Where such relationship ceases to exist, any such representative appointed to the Board shall have immediately resigned his or her position on the Board.
- Section 3 Three (3) members at-large members must likewise have a vested interest in the Main Street Area and/or in the City's Main Street Program such that they were previously business or property owners in the Main Street Area; have or previously had other types of property ownerships, such as leases, in the Main Street Area; are realtors or property managers, each of which serve the Main Street Area. The sufficiency of a person's vested interest shall be solely determined by Council.
- Section 4 The City Manager shall appoint a City staff liaison for Main Street support who shall serve as the Main Street Manager.
- Section 5 Ex-Officio Members will be a member of the Historic Downtown Business Alliance (HDBA) and a board of director of the Tax Increment Reinvestment Zone Number One, City of Kerrville (TIRZ No. 1), each to be appointed by their respective boards, shall be ex-officio members of the Board, without voting privileges, and shall act in an advisory capacity to the Board.
- Section 6 Any member who misses three (3) consecutive meetings or 25% of meetings in a year may be replaced.

Article V – Officers

- Section 1 Officers that shall be elected by the board are Chairperson and Vice-Chairperson who will serve for a period of one (1) year. The office of Secretary shall be the City Secretary or his / her designee.
- Section 2 The Chairperson and Vice Chairperson shall be elected annually at the regular board meeting, upon expiration of the current Chairpersons term, or board seat term, whichever comes first. A person shall not be eligible to serve more than two (2) full consecutive terms in any one (1) office.

Article VI – Duties of Officers

- Section 1 The Chairperson shall be the principal officer of the committee and shall:
- Preside over all meetings, regular and special or called.
 - Facilitate open discussion of the Board.
 - Appoint all standing and special committees with Board approval.
 - Be an ex-officio member of all committees.

- e. Is a worker as well as a delegator.
- f. Work with the City staff liaison to set board meeting agendas.
- g. Serve as a visible and influential leader of the organization.
- h. Empower volunteers.
- i. Call special meetings as needed.

- Section 2 The Vice-Chairperson shall:
- a. Perform duties of the Chairperson in his / her absence.
 - b. Support the Chairman and share responsibilities as delegated by the Chair.
- Section 3 The City Secretary or designee shall:
- a. Serve as the primary record keeper.
 - b. Transcribe and prepare official board meeting minutes for approval by the Board at each consecutive meeting and deliver them to the City staff liaison.

Article VII – Committees

The standing committees shall be: promotions committee, design committee, economic restructuring committee, and organization committee.

Article VIII – Meetings

- Section 1 Regular meetings of the board shall be held on the third Wednesday of each month at 9:00am, unless otherwise stated and determined by the Board.
- Section 2 Special meetings may be called by the Chairperson provided there is sufficient time to notify all members.
- Section 3 The place of meetings shall be City Hall unless otherwise agreed to by the Board.
- Section 4 A quorum shall consist of four (4) members.
- Section 5 Main Street Advisory Board shall comply fully with the provisions of the Texas Open Meetings Act and the City's Procedural Rules for Boards, as they now exist or as they may hereafter be amended

Article IX – Amendments

These By-Laws may be amended at any regular meeting by two-thirds vote of the membership.

**CITY OF KERRVILLE, TEXAS
RESOLUTION NO. 28-2019**

A RESOLUTION RECREATING THE KERRVILLE MAIN STREET ADVISORY BOARD; PROVIDING FOR ITS MEMBERSHIP, TERMS OF OFFICE, ORGANIZATION AND STRUCTURE; AND REPEALING RESOLUTION NO. 12-2014

WHEREAS, City Council desires to recreate a Kerrville Main Street Advisory Board (“Board”) and to encourage participation in the Kerrville Main Street Program (“KMSP”) as a sustaining member of the Texas Main Street Program (“TMSP”), which is a program within the Community Heritage Development Division (“CHDD”) of the Texas Historical Commission (“THC”) (collectively herein, the “Program”); and

WHEREAS, City Council believes that the recreation of a Main Street Advisory Board to assist City Council, other City Boards and Commissions, and City Staff furthers goals and objectives of the City, including goals and objectives of the Kerrville 2050 Comprehensive Plan and other long-range plans adopted by the City; and

WHEREAS, the Program emphasizes downtown economic revitalization through preservation and rehabilitation of historic buildings in order to provide the necessary image for the downtown area and serves as a unifying factor to encourage area merchants and building owners to reinvest in downtown; and

WHEREAS, the Board should be a strong, working board capable of creating positive change for downtown, as the success of a commercial district’s preservation and revitalization effort depends largely on the Board’s ability to identify and mobilize resources, build volunteer support, develop new leadership, and maintain clear focus on the district’s needs and opportunities; and

WHEREAS, the TMSP sets out the City’s responsibilities as well as the additional advantages of participation as a sustaining Texas Main Street Member including group procurement, training, networking, and staff assistance from the State level; and

WHEREAS, the Board will provide for the achievement of the TMSP Goals of Organization, Promotion, Design, and Economic Restructuring, as may be amended, for the preservation and revitalization of the historic downtown;

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

SECTION ONE. City Council hereby creates the Kerrville Main Street

Advisory Board of the City of Kerrville, Texas (“Board”), which shall consist of seven (7) members at-large. Members must be property or business owners within the designated Main Street boundaries, also known as *the Downtown Arts and Cultural District*, which is more specifically described in **Exhibit A** of this Resolution (the “DAC”), and must reside within Kerr County. Each member shall be a voting member and is subject to a two-year term; provided, however, that at the Board’s initial meeting to recreate the Board, the members shall draw lots to establish the duration of the initial terms, with three members serving an initial term of one year and the remaining four members serving a full, two-year term. The expiration date of all terms shall be August 31 of each year. The initial one-year terms would therefore expire August 31, 2020; and the terms of the remaining four members to expire August 31, 2021.

SECTION TWO. The Board shall elect its own officers, may establish its own procedural rules, and may adopt by-laws for the conduct of its business, to the extent that such rules and by-laws do not conflict with the City’s Charter, Code of Ordinances, or the *Procedural Rules for City Boards*.

SECTION THREE. City Council will appoint the initial slate of members for the recreated Board by separate action.

SECTION FOUR. The Board shall serve in an advisory capacity to the Mayor and City Council and shall have the following purposes and duties, as well as other duties as assigned by the City Council, as necessary to perform the business of the Board: (1) Advising the KMSP Manager on matters related to KMSP policy; (2) Developing strategic plans, and establishing goals and priorities for the KMSP, including assisting with annual reports; (3) Monitoring expenditures of program funds and assessing the effectiveness of the Program; (4) Formulating proposed budgets for the KMSP and making recommendations to the City Manager and City Council on the budgets; (5) Building support for the KMSP; (6) Reviewing and approving designs for incentive programs; (7) Fundraising for the KMSP, or for special projects organized through KMSP, including identifying and utilizing local, state, federal and private sources including grants and contributions; (8) Sponsoring public forums on Main Street issues; (9) Developing criteria needed for the Board’s activities; (10) Performing such other duties as may be assigned by City Council from time to time; and (11) At the request of City Council, the Board shall prepare an annual work plan, make a complete annual report, and other required reports to the City Council.

SECTION FIVE. It is hereby officially found and determined that the meeting at which this Resolution is passed is open to the public as required by law and that public notice of the time, place, and purpose of said meeting was given as required.

SECTION FIVE. Resolution No. 12-2014 is repealed.

August PASSED AND APPROVED ON this the 13 day of
A.D., 2019.

Bill Blackburn
Bill Blackburn, Mayor

APPROVED AS TO FORM:

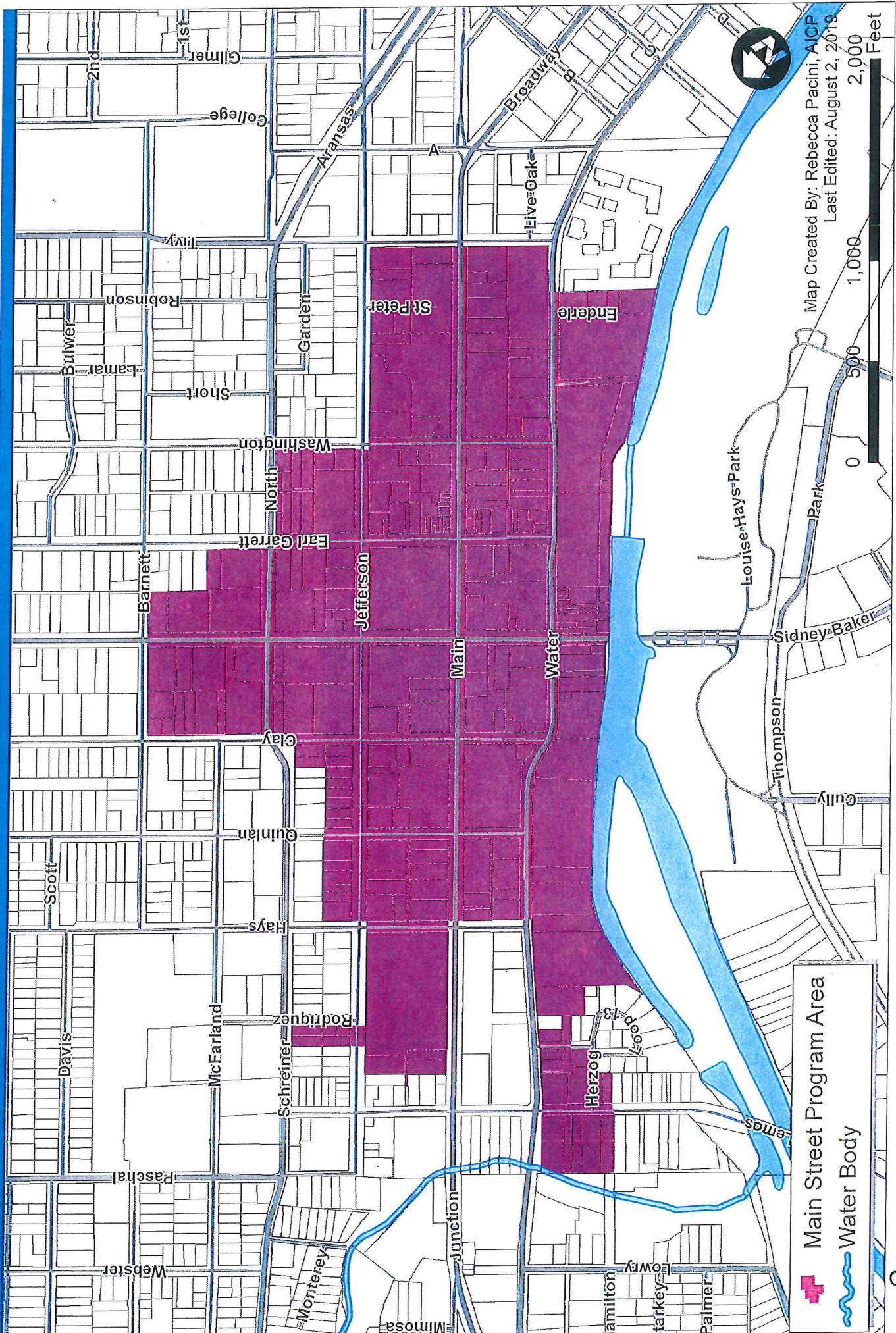
Michael C. Hayes
Michael C. Hayes, City Attorney

ATTEST:

Shelley McElhannon
Shelley McElhannon, City Secretary

Proposed Main Street Program Area

Exhibit "A"



**CITY OF KERRVILLE, TEXAS
RESOLUTION NO. 36-2019**

**A RESOLUTION AMENDING RESOLUTION NO. 28-2019,
WHICH RECREATED THE KERRVILLE MAIN STREET
ADVISORY BOARD; BY EXPANDING THE MAIN STREET
BOUNDARIES**

WHEREAS, City Council, by its adoption of Resolution No. 28-2019, recreated the Kerrville Main Street Advisory Board (“Board”); and

WHEREAS, City Council now wishes to amend Resolution No. 28-2019 to expand the boundaries of the Main Street area; and

WHEREAS, City Council believes it to be in the public interest to expand the designated boundaries of the Main Street Advisory Board as provided below;

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

SECTION ONE. City Council hereby amends Section One of Resolution No. 28-2019, to expand the designated Main Street boundaries as follows:

“**SECTION ONE.** City Council hereby creates the Kerrville Main Street Advisory Board of the City of Kerrville, Texas (“Board”), which shall consist of seven (7) members at-large. Members must be property or business owners within the designated Main Street boundaries, also known as ~~the Downtown Arts and Cultural District Reinvestment Zone Number One, City of Kerrville, Texas~~, which is more specifically described in **Exhibit A** of this Resolution (~~the “DAC”~~), and must reside within Kerr County. Each member shall be a voting member and is subject to a two-year term; provided, however, that at the Board’s initial meeting to recreate the Board, the members shall draw lots to establish the duration of the initial terms, with three members serving an initial term of one year and the remaining four members serving a full, two-year term. The expiration date of all terms shall be August 31 of each year. The initial one-year terms would therefore expire August 31, 2020; and the terms of the remaining four members to expire August 31, 2021.”

A revised **Exhibit A** is attached to this Resolution.

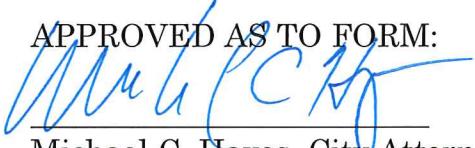
SECTION TWO. Other than the amendment described above, Resolution No. 28-2019 remains in full force and effect.

PASSED AND APPROVED ON this the 21 day of
August A.D., 2019.



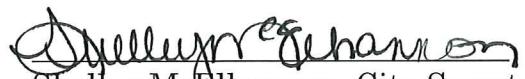
Bill Blackburn, Mayor

APPROVED AS TO FORM:



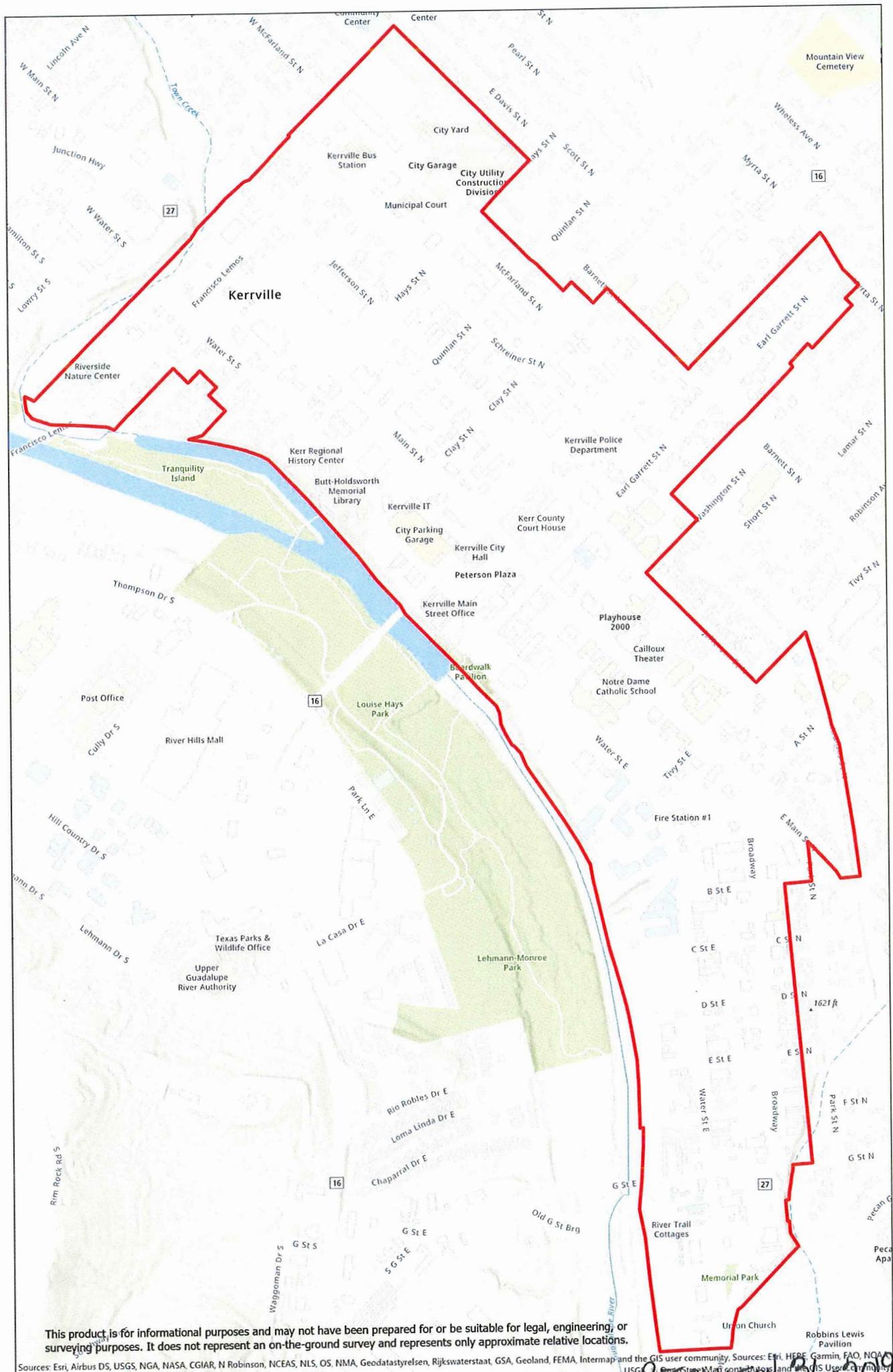
Michael C. Hayes, City Attorney

ATTEST:



Shelley McElhannon, City Secretary

Exhibit A



This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only approximate relative locations.

Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatistyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community. Sources: Esri, HERE, Garmin, FAO, NOAA, USGS, Esri, and the GIS user community. USGS, Esri, and the GIS user community.

RESOLUTION 90-2019

**CITY OF KERRVILLE, TEXAS
RESOLUTION NO. 44-2021**

**A RESOLUTION AMENDING RESOLUTION NO. 28-2019,
WHICH RECREATED THE KERRVILLE MAIN STREET
ADVISORY BOARD; BY REVISING THE MEMBERSHIP
QUALIFICATIONS TO AUTHORIZE PROPERTY OR BUSINESS
OWNERS WITHIN THE MAIN STREET AREA TO SUBMIT THE
NAME OF A REPRESENTATIVE FOR MEMBERSHIP TO THE
BOARD**

WHEREAS, City Council, by its adoption of Resolution No. 28-2019, recreated the Kerrville Main Street Advisory Board (“Board”); and

WHEREAS, City Council appoints members to the Board, and each member must currently be a property or business owner within the Main Street area; and

WHEREAS, after a recent discussion concerning appointments to this Board, City Council expressed interest in revising Resolution No. 28-2019 to authorize such property and business owners to nominate a representative, a person associated with their property or business, to serve on the Board; and

WHEREAS, City Council now wishes to amend Resolution No. 28-2019 to authorize property or business owners to submit the name of a representative for Council’s consideration and appointment to the Board; and

WHEREAS, City Council believes it to be in the public interest to revise the membership qualification for the Board as provided below;

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

SECTION ONE. City Council amends Section One of Resolution No. 28-2019, to revise the qualifications necessary for consideration of appointment to the Board, such language indicated by underline (added) as follows:

“SECTION ONE. City Council hereby creates the Kerrville Main Street Advisory Board of the City of Kerrville, Texas (“Board”), which shall consist of seven (7) members at-large. In addition, a member of the Historic Downtown Business Alliance (HDBA) and a board of director of the Tax Increment Reinvestment Zone Number One, City of Kerrville (TIRZ No. 1), each to be appointed by their respective boards, shall be ex officio members of the Board, without voting privileges, and shall act in an advisory capacity to the Board. Members must be

property or business owners within the designated Main Street boundaries, also known as Reinvestment Zone Number One, City of Kerrville, Texas, which is more specifically described in **Exhibit A** of this Resolution, and must reside within Kerr County. In addition, a property or business owner may submit the name of a representative to be considered for appointment to the Board. However, such representative must be associated with the respective property or business, which sufficiency shall be solely determined by Council. For example, the representative may be a tenant of the owner or a manager of the business. Where such relationship ceases to exist, any such representative appointed to the Board shall have immediately resigned his or her position on the Board. Each member shall be a voting member and is subject to a two-year term; provided, however, that at the Board's initial meeting to recreate the Board, the members shall draw lots to establish the duration of the initial terms, with three members serving an initial term of one year and the remaining four members serving a full, two-year term. The expiration date of all terms shall be August 31 of each year. The initial one-year terms would therefore expire August 31, 2020; and the terms of the remaining four members to expire August 31, 2021."

SECTION TWO. Other than the amendment described above, Resolution No. 28-2019 remains in full force and effect.

PASSED AND APPROVED ON this the 26 day of OCTOBER A.D., 2021.



Bill Blackburn

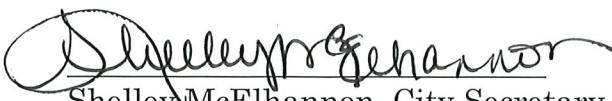
Bill Blackburn, Mayor

APPROVED AS TO FORM:



Michael C. Hayes, City Attorney

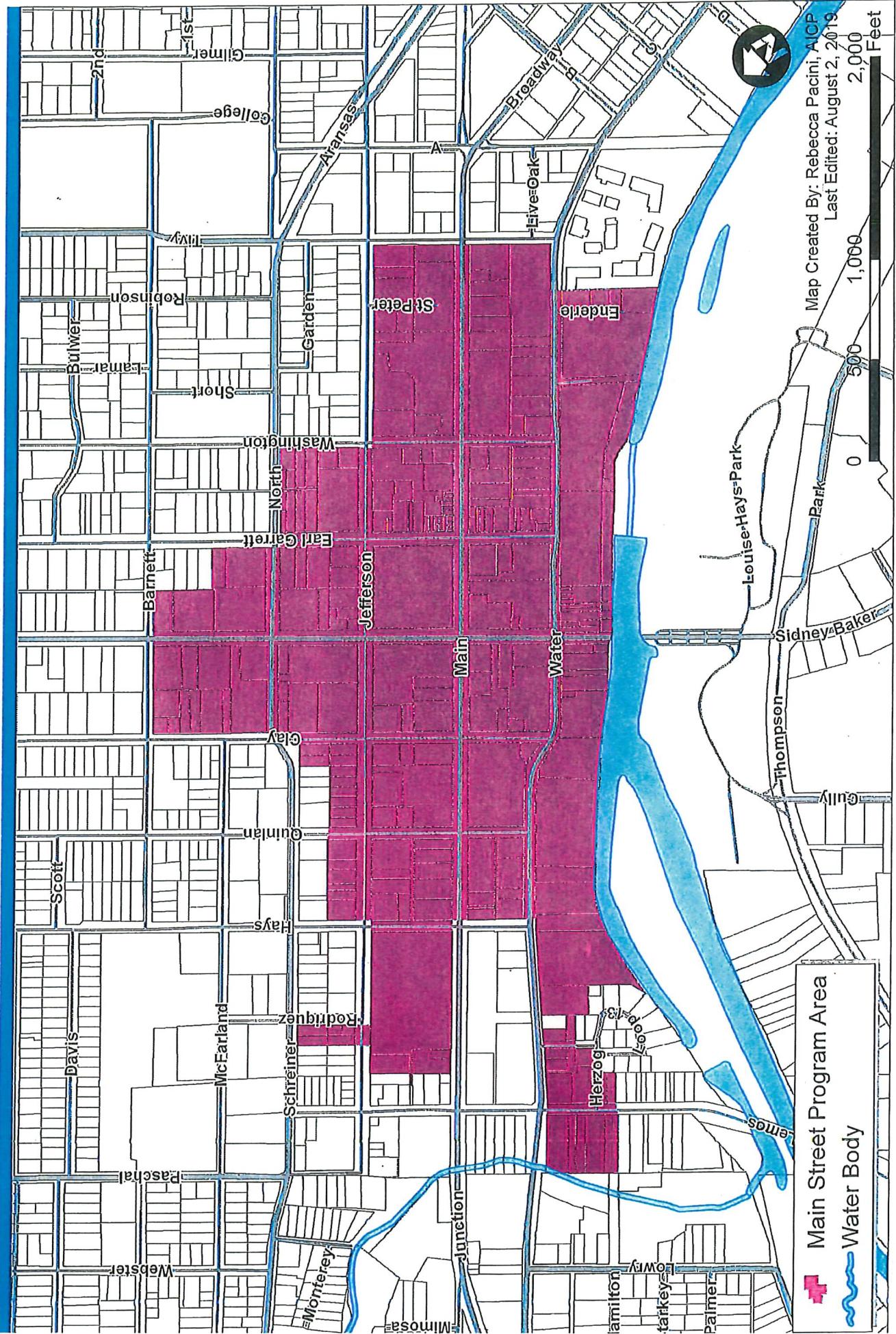
ATTEST:



Shelley McElhannon, City Secretary

Proposed Main Street Program Area

Exhibit "A"



**CITY OF KERRVILLE, TEXAS
RESOLUTION NO. 27-2023**

A RESOLUTION AMENDING RESOLUTION NO. 28-2019, AS REVISED BY RESOLUTION NO. 44-2021, WHICH RECREATED THE KERRVILLE MAIN STREET ADVISORY BOARD; BY REVISING THE MEMBERSHIP QUALIFICATIONS TO ALLOW PERSONS WITH VESTED INTERESTS IN THE MAIN STREET AREA OR MAIN STREET PROGRAM TO SERVE ON THE BOARD

WHEREAS, City Council, by its adoption of Resolution No. 28-2019, recreated the Kerrville Main Street Advisory Board (“Board”); and

WHEREAS, City Council subsequently amended the Board’s membership requirements through its adoption of Resolution No. 44-2021; and

WHEREAS, City Council, pursuant to a request from the Board, wishes to revise the Board’s membership qualifications as provided herein; and

WHEREAS, City Council believes it to be in the public interest to revise the membership qualification for the Board as provided below;

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

SECTION ONE. City Council amends Section One of Resolution No. 28-2019, to revise the qualifications necessary for consideration of appointment to the Board, such language indicated by underline (added) and deleting the language that is stricken (deleted) as follows:

“**SECTION ONE.** City Council hereby creates the Kerrville Main Street Advisory Board of the City of Kerrville, Texas (“Board”), which shall consist of seven (7) members at-large. In addition, a member of the Historic Downtown Business Alliance (HDBA) and a board of director of the Tax Increment Reinvestment Zone Number One, City of Kerrville (TIRZ No. 1), each to be appointed by their respective boards, shall be ex officio members of the Board, without voting privileges, and shall act in an advisory capacity to the Board. Four (4) Members must be property or business owners within the designated Main Street boundaries, also known as Reinvestment Zone Number One, City of Kerrville, Texas, collectively referred to herein as the “Main Street Area”, and which is more specifically described in **Exhibit A** of this Resolution, and must reside within Kerr County. The remaining three

(3) at-large members must likewise have a vested interest in the Main Street Area and/or in the City's Main Street Program such that they were previously business or property owners in the Main Street Area; have or previously had other types of property ownerships, such as leases, in the Main Street Area; are realtors or property managers, each of which serve the Main Street Area. The sufficiency of a person's vested interest shall be solely determined by Council. In addition, a property or business owner may submit the name of a representative to be considered for appointment to the Board. However, such representative must be associated with the respective property or business, which sufficiency shall be solely determined by Council. For example, the representative may be a tenant of the owner or a manager of the business. Where such relationship ceases to exist, any such representative appointed to the Board shall have immediately resigned his or her position on the Board. Each member shall be a voting member and is subject to a two-year term; provided, however, that at the Board's initial meeting to recreate the Board, the members shall draw lots to establish the duration of the initial terms, with three members serving an initial term of one year and the remaining four members serving a full, two-year term. The expiration date of all terms shall be August 31 of each year. The initial one-year terms would therefore expire August 31, 2020; and the terms of the remaining four members to expire August 31, 2021."

SECTION TWO. Other than the amendment described above, Resolution Nos. 28-2019 and 44-2021 remain in full force and effect.

PASSED AND APPROVED ON this the 22 day of August A.D., 2023.

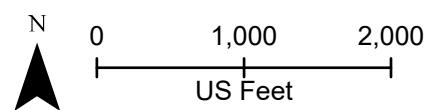
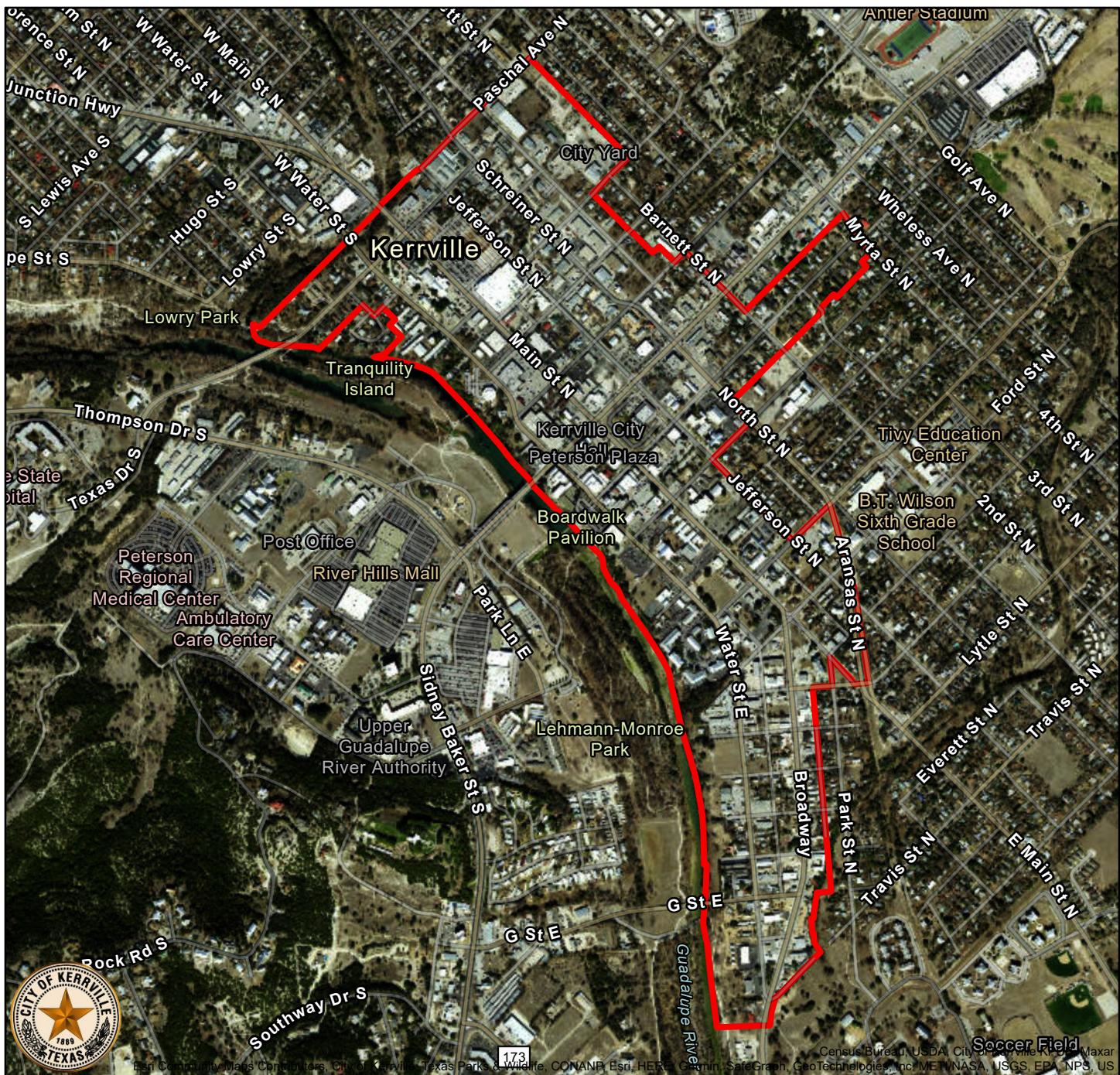
Judy Eychner
Judy Eychner, Mayor

APPROVED AS TO FORM:

Michael C. Hayes
Michael C. Hayes, City Attorney

ATTEST:

Shelley McElhannon
Shelley McElhannon, City Secretary



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It does not represent an on-the-ground survey and represents only approximate relative locations.