

**AGENDA FOR REGULAR MEETING**

**KERRVILLE CITY COUNCIL**

**TUESDAY, SEPTEMBER 8, 2015, 6:00 P.M.**

**KERRVILLE CITY HALL COUNCIL CHAMBERS**

**701 MAIN STREET, KERRVILLE, TEXAS**

**KERRVILLE CITY COUNCIL AGENDA**  
**REGULAR MEETING, TUESDAY, SEPTEMBER 8, 2015, 6:00 P.M.**  
**CITY HALL COUNCIL CHAMBERS**  
**701 MAIN STREET, KERRVILLE, TEXAS**

**CALL TO ORDER**

**INVOCATION:** by Reverend Tom Murray, Associate Pastor of St. Peter's Episcopal Church.

**PLEDGE OF ALLEGIANCE TO THE FLAG**

Those in attendance may stand if they wish.

**1. VISITORS/CITIZENS FORUM:**

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

**2. PRESENTATIONS:**

2A Proclamation proclaiming September as National Recovery Month. (Tony Farmer, Kerrville Chapter of Young People in Recovery)

**3. 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 City Council approve the following items which will grant the Mayor or City Manager the authority to take all actions necessary for each approval:

3A. Resolution No. 23-2015 authorizing amendments to the Procedural Rules for Kerrville City Boards. staff)

3B. Resolution No. 24-2015 amending the City of Kerrville Fee Schedule by revising fees charged for various services and uses provided or offered by the city. (staff)

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

I do hereby certify that this notice of meeting was posted on the bulletin board at the City hall of the City of Kerrville, Texas, and said notice was posted on the following date and time: September 4, 2015 at 1:00 p.m. and remained posted continuously for at least 72 hours preceding the scheduled time of the meeting.

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Brenda Craig  
City Secretary, City of Kerrville, Texas

3C. Interlocal agreement between the County of Kerr and City of Kerrville, Texas providing for the housing of city prisoners. (staff)

3D. Resolution No. 25-2015, approving the budget for fiscal year 2016 for the Kerr Emergency 9-1-1 Network. (staff)

3E. Administrative services contract between City of Kerrville, Texas and City of Kerrville, Texas Economic Improvement Corporation. (staff)

**END OF CONSENT AGENDA**

**4. PUBLIC HEARING:**

4A. Second public hearing to set the 2015 ad valorem tax rate. (staff)

**5. ORDINANCES, FIRST READINGS:**

5A. Ordinance No. 2015-20, adopting the annual budget for the City of Kerrville, Texas, fiscal year 2016; providing appropriations for each city department and fund; containing a cumulative clause; and containing a savings and severability clause. (staff)

5B. Ordinance No. 2015-21, levying an ad valorem tax for the use and the support of the municipal government for the City of Kerrville, Texas, for the fiscal year 2016; providing for apportioning each levy for specific purposes; and providing when taxes shall become due and when same shall become delinquent if not paid. (staff)

**6. ORDINANCE, SECOND AND FINAL READING:**

6A. Ordinance No. 2015-19 amending the budget for fiscal year 2015 to account for various changes to the city's operational budget, including revenue and expenditures related to the city's acquisition of an aerial fire truck and a vehicle replacement for the police department. (staff)

**7. CONSIDERATION AND POSSIBLE ACTION:**

7A. City of Kerrville Municipal Surface Water Rights—Water Right Permits 3635 & 5208. (staff).

**8. APPOINTMENTS TO CITY BOARDS AND COMMISSIONS:**

8A. Golf Course Advisory Board. (staff)

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Brenda Craig  
City Secretary, City of Kerrville, Texas

**9. ITEMS FOR FUTURE AGENDA**

**10. 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.

**11. EXECUTIVE SESSION:**

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

**11A. Sections 551.071 and 551.072:**

Discuss the purchase, exchange, lease, sale, or value of real property, the public discussion of which would not be in the best interests of the City's bargaining position with third parties, regarding property interests related to the following:

- River trail
- Acquisition of property at 529 Water Street.

**12. ACTION ON ITEM DISCUSSED IN EXECUTIVE SESSION**

**13. ADJOURNMENT.**

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Brenda Craig  
City Secretary, City of Kerrville, Texas

## **Agenda Item:**

2A. Proclamation proclaiming September as National Recovery Month. (Tony Farmer, Kerrville Chapter of Young People in Recovery)



**City of Kerrville**  
701 MAIN STREET • KERRVILLE, TEXAS 78028 • 830.257.8000 • KERRVILLETX.GOV

## PROCLAMATION

**WHEREAS**, Behavioral health is an essential part of health and one's overall wellness, and where prevention of mental and/or substance use disorders works, treatment is effective, and people recover in our area and around the nation and

**WHEREAS**, Preventing and overcoming mental and/or substance use disorders is essential to achieving healthy lifestyles, both physically and emotionally; and

**WHEREAS**, We must encourage relatives and friends of people with mental and/or substance use disorders to implement preventive measures, recognize the signs of a problem, and guide those in need to appropriate treatment and recovery support services; and

**WHEREAS**, In 2013, 2.5 million people aged 12 or older received substance use treatment at a specialty facility and 34.6 million adults aged 18 or older received mental health services, according to the 2013 National Survey on Drug Use and Health. Given the serious nature of this public health problem, we must continue to reach the millions more who need help; and

**WHEREAS**, An estimated two thousand people in Kerrville are affected by these conditions; and

**WHEREAS**, To help more people achieve and sustain long-term recovery, the U.S. Department of Health and Human Services (HHS), the Substance Abuse and Mental Health Services Administration (SAMHSA), the White House Office of National Drug Control Policy (ONDCP), and the **Kerrville Chapter of Young People in Recovery (YPR)** invite all residents of Kerrville, Texas to participate in National Recovery Month

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Kerrville, Texas hereby proclaims September 2015

### “NATIONAL RECOVERY MONTH”

And call upon the people of Kerrville, Texas to observe this month with appropriate programs, activities, and ceremonies to support this year's Recovery Month.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the Seal of the City of Kerrville to be affixed hereto, the \_\_\_\_\_ day of September, 2015



\_\_\_\_\_  
Jack Pratt, Jr., Mayor

## **Agenda Item:**

3A. Resolution 23-2015 authorizing amendments to the Procedural Rules for Kerrville City Boards. (staff)

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

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**SUBJECT:** Amendments to the Procedural Rules for Kerrville City Boards

**FOR AGENDA OF:** August 25, 2015 **DATE SUBMITTED:** August 3, 2015

**SUBMITTED BY:** Brenda Craig  
City Secretary

**CLEARANCES:** Todd Parton  
City Manager

**EXHIBITS:** Proposed Amendments; Resolution No. 23-2015

**AGENDA MAILED TO:**

**APPROVED FOR SUBMITTAL BY CITY MANAGER:** 

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

**PAYMENT TO BE MADE TO:**

**REVIEWED BY THE DIRECTOR OF FINANCE:**

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**SUMMARY STATEMENT**

In December 2014 the city council instructed staff to make amendments to the procedural rules for boards and to amend various resolutions and ordinances that established several of the city's boards. Staff has begun the first step in that process by drafting the attached proposed amendments to the procedural rules. Approval of the resolution will adopt the proposed amendments.

**RECOMMENDED ACTION**

Approval of Resolution No. 23-2015.

**CITY OF KERRVILLE, TEXAS**  
**RESOLUTION NO. 23-2015**

**A RESOLUTION AUTHORIZING AMENDMENTS TO THE  
PROCEDURAL RULES FOR KERRVILLE CITY BOARDS**

**WHEREAS**, pursuant to Resolution No. 37-2008, adopted on May 27, 2008, the City Council approved the *Procedural Rules (for) Kerrville City Boards*;

**WHEREAS**, the City Council finds it to be in the public interest to amend the rules as indicated below;

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

The City Council amends the *Procedural Rules (for) Kerrville City Boards* by adding the language that is underlined (added) and deleting the language that is bracketed and stricken (~~deleted~~) as indicated in **Exhibit A**, to be effective immediately.

**PASSED AND APPROVED ON this the \_\_\_\_\_ day of \_\_\_\_\_, A.D.,  
2015.**

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\_\_\_\_\_  
Jack Pratt, Jr., Mayor

ATTEST:

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Brenda G. Craig, City Secretary

APPROVED AS TO FORM:



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Michael C. Hayes, City Attorney

# PROCEDURAL RULES KERRVILLE CITY BOARDS

## SECTION 1. GENERAL PROVISIONS

**1.1 Scope of Rules.** These rules govern the conduct of all City boards and are intended and should be interpreted to ensure fair and open deliberations and decision making. These rules shall apply unless in conflict with state law. The term "board" means board, commission, or committee.

**1.2. Technical Parliamentary Forms Abolished.** Except as specifically required by these rules, boards shall not use any formal points of parliamentary order, personal privilege, parliamentary inquiry, or other technical forms.

**1.3. Rulings; Matters Not Covered.** Rulings on procedure are governed by the presiding officer or by a majority of the board members which would prevail. Any matter or order or procedure not covered by these rules must be deferred to the presiding officer or legal counsel as appropriate.

**1.4. Interpretation.** These rules are intended to supplement and must be interpreted to conform state law and the charter ~~and~~ ordinances, and policies of the City. In general, these rules are to be interpreted to allow the majority to prevail but preserve the right of the minority to be heard. In addition, should a conflict arise between any rule and another city ordinance or code provision, the ordinance or code provision will control.

**1.5 Standing Boards Defined.** Standing boards are defined as somewhat permanent boards as established by City ordinances or resolutions.

**1.6 Ad Hoc Boards Defined.** Ad hoc boards are defined as temporarily appointed boards that terminate upon completion of their specific task or the special purpose for which it was created, or when abolished by a majority vote of the City Council. No ad hoc board may have powers other than advisory to the City Council.

**1.7 Working with City Staff.** Board members are encouraged to communicate openly with the appropriate City employee or members of the City Manager's office. Board members should understand that they are not responsible for supervision of any City operation; therefore, they should not direct or instruct any City employee, nor become involved in supervising personnel or operational matters. If a board member has any concerns regarding such matters, they should contact the City Manager.

**1.8 Budget.** The City Manager may ask boards to provide input regarding elements of the City's annual budget.

**1.9 Rules to be Provided to Members.** The City Secretary will provide a copy of these rules to all board members and maintain a file acknowledging each member's receipt of these rules.

**1. 10. Authority to Change and Adopt Rules of Procedure.** The City Council has the authority to establish and/or modify rules governing City boards.

## **SECTION 2. APPOINTMENT/REMOVAL PROCESS**

**2.1 Application Process.** Citizens interested in serving on a board may obtain an application through the City Secretary's office and submit the completed application to the City Secretary's office. City Council members may be appointed to membership on a City board, where Council membership is appropriate, without submitting an application.

**2.2 Appointment Process.** The City Council shall consider applications and make appointments to City boards.

**2.3 Eligibility Requirements/Qualifications.** Each board may have specific qualifications and term limits for membership. All appointments to boards must be made in compliance with those qualifications, and members must continue to comply with all membership qualifications throughout their term of office to avoid forfeiting membership. Councilmembers are not eligible for membership on a board except as specifically required by the ordinance or resolution establishing the board or as allowed by state law.

**2.4 Multiple Memberships.** A person may ~~not~~ serve on more than one board at a time ~~unless prohibited by state law or City ordinance or resolution; however, a board member may be allowed to resign from one board to accept membership on another board if appointed by the City Council. The City Council may allow a person to serve on an ad hoc board in addition to their standing board, provided that state law does not prohibit such duplicate membership(s).~~

**2.5 Notice of Appointment.** After the City Council appoints a person to serve as a member of a board, the City Secretary will notify the appointee in writing of the appointment.

**2.6 Serve Until Replaced.** From time to time, board members may resign prior to completion of their term; also, when a board member's term is due to expire, a replacement may not be immediately available. In such instances, board members may continue to serve until replaced in order to maintain a full board.

**2.7 Council Liaison Member.** The City Council may, by a majority vote, appoint one of its members as a liaison, non-voting member to any board. A Councilmember serving as liaison member of a City board will act to relay Council actions concerning board items and to report back to Council as appropriate. Council liaisons and staff members will also abide by these procedural rules. Councilmembers may serve as a regular voting member of a board as allowed by the ordinance or resolution establishing the board or as allowed by state law.

**2.8 Removal of Member.** Board members have no vested right or property interest in board membership and The the City Council may at any time remove any member of any board by a majority vote.

## **SECTION 3. RESPONSIBILITIES OF BOARD MEMBERS**

**3.1 Oaths and Training.** Upon notification of appointment or reappointment, it shall be the responsibility of every board member to report to the City Secretary's office to be administered the Statement of Elected/Appointed Officer, the Oath of Office, and to receive instruction on how to complete the required open government training within 30 days of appointment. Any member who fails to take the statement and oath, or fails to complete the required training, may have his/her appointment withdrawn or be removed from membership pursuant to Council action.

**3.2 Attendance.** Prior to an appointment to a board, an applicant should familiarize himself/herself with the board's meeting schedule. In order to be fully aware of issues before the board, it is imperative that members are faithful in their attendance at meetings. Any member who is absent from twenty-five percent (25%) of the board's regular meetings during any twelve (12) month period the calendar year, or who is absent from any three (3) consecutive regular meetings, may be considered for removal by the City Council. The staff member must report a member's non-attendance to the City Council in writing, and the City Secretary shall notify the board member in writing that their non-attendance has been reported. However, a member whose absences are directly related to a medical or family emergency may seek consideration from the board upon which they serve to qualify such absences as excused.

**3.3 Responsibility to Vote.** No member may be excused from voting on any matter except when such member has a conflict of interest as defined by state law.

**3.4 Member Not Voting.** Any board member refusing to vote, and not excused from voting due to a conflict of interest, shall be considered in violation of these rules and will be recorded in the minutes as voting in the affirmative of the motion. If a member continues to choose not to vote on matters brought before the board, the City Council may consider further action, to include removal. The staff member has the responsibility of reporting a member's non-voting to the City Council in writing, and the City Secretary shall notify the board member in writing that their conduct has been reported to the City Council.

**3.5 Conflict of Interest.** Any board member prohibited from voting by a conflict of interest as defined by state law or City policy, shall announce the same at the commencement of consideration of the matter and shall not enter into discussion or debate on said matter. In such case, the member shall file with the recording secretary the Affidavit Conflict of Interest form indicating the reason for abstaining. The member shall then announce their conflict to the board and leave the meeting room until discussion of and vote on the issue has been completed. Further, that member shall not discuss the matter with other members of the board at any time.

## **SECTION 4. OPEN GOVERNMENT**

**4.1 Open Meetings.** In accordance with Section 3.01 of the City Charter, all meetings of all boards must remain open to the public, and boards are subject to the Texas Open Meetings Act (Texas Government Code Chapter 551) and the Public Information Act (Texas Government Code Chapter 552). A meeting is defined as a gathering at which a quorum of the members of a board are present and discuss, receive information, or provide information regarding board business to a third party, including a City employee.

**4.2 Texas Open Meetings Act.** The Texas Open Meetings Act (OMA) requires that every meeting of a governmental body be open to the public; in an effort to increase the public's awareness of and participation in local government, the City Council finds that the OMA should govern all meetings of all boards appointed by the City Council. Board members shall not communicate or deliberate outside of a posted meeting in an attempt to evade the OMA.

**4.3 “Walking Quorums” Prohibited.** Members shall not attempt to avoid complying with the Open Meetings Act by deliberating business without a quorum physically present in one place and claiming that it is not a meeting, such as: 1) serial meetings of less than a quorum; and 2) telephone discussions or discussions conducted electronically.

**4.4 Posted Notice/Meeting Agendas.** A posted notice sufficient to detail the subject(s) to be discussed is required prior to a meeting of any board. No closed meetings (executive sessions) are allowed by any board except in strict accordance with the Open Meetings Act. It is the responsibility of the staff member to prepare, post, and distribute agendas which comply with state law.

**4.5 Public Information Act.** The Texas Public Information Act (PIA) provides that all information held by a governmental body, including boards, must be released to the public upon request, unless the information falls within one of the PIA's specific exceptions to disclosure. Requests for public information shall be filed with the City Secretary.

**4.6 Email Policy.** Board members are herein made aware that electronic mail, to include texting, is information that may be subject to public disclosure. Thus, if communications occur via electronic mail with other board members, City Council, City staff, or the public regarding City business through their personal home and business computers or electronic devices via a private internet account, such information is considered to be public information and subject to the Public Information Act. Further, under the PIA, such communications must be maintained, either electronically or by hard copy, for the required time retention period. For further information or clarification, please contact the City Secretary.

## **SECTION 5. OFFICERS OF THE BOARD**

**5.1 Chair.** Unless City Council appoints the chair, chairs for all boards shall be determined by a majority vote of its members. The function of the chair is to provide leadership to the group, including ensuring that meetings are conducted in accordance with these established rules and procedures.

**5.2 Vice-Chair.** The vice-chair shall perform the duties of the chair in their absence.

**5.3 Absence of Chair/Vice-Chair.** In the absence of the chair and vice-chair, the remaining members may appoint a member as the presiding officer, provided a quorum of the board is in attendance. The presiding officer shall vacate those duties upon the presence of the chair or vice-chair.

**5.4 Rights of Chair or those Acting as such.** The chair, vice-chair, or presiding officer retain all rights and privileges of a member of the board, including the making of and seconding of a motion, and participating in the discussion and voting on any matter before the board.

**5.5 Other Officers.** Boards may also elect other officers from among their membership in accordance with the bylaws or resolution of each board. Each member may serve in only one position on a board at a time.

## **SECTION 6. AGENDAS, CONDUCT OF MEETINGS, AND MINUTES**

**6.1 Agendas and Deadlines.** The order of business of each meeting of a board shall be contained in a written agenda, which shall be a listing of the specific topics to be discussed. Any topic not specifically listed on the agenda may not be discussed by the board as such discussion would be a violation of the Texas Open Meetings Act. Instead, anyone, including a member of the public, may request the placement of the issue on a future meeting agenda. City employee will prepare the agenda in conjunction with the board chair. Any person wishing to have a matter heard by the board shall make a written request ([agenda bill](#)) containing a summary statement of the proposed presentation to the staff member or board chair before 5:00 p.m. on the sixth day preceding said meeting. The staff member is responsible for submitting the agenda to the City Secretary to be posted at least seventy-two (72) hours before the meeting. The agendas for all boards will be posted on the official bulletin board specifically designated for that purpose at City Hall. The City Secretary shall also post notice of all board meetings on the City's website. The staff member shall provide the agenda to all board members and to the news media at the time of agenda posting. Board members will be provided with agenda materials as much in advance of the meeting as possible.

**6.2 Control of Discussion.** The chair shall control discussion on each agenda item to assure full participation of all members to make certain that discussions are confined and focused on subjects listed on the agenda. The chair will preserve order and decorum, preventing the impugning of any member's motives or other personal comments not relevant to the orderly conduct of business. The chair shall request that

all speakers keep their comments brief and relevant to the agenda subject and should not allow abusive, rude, or inappropriate conduct by any member or speaker.

Anyone speaking, including a board member, shall speak only after being recognized by the chair, shall limit remarks to the subject at hand, and shall not be interrupted except by the chair to enforce these rules.

**6.3 Voting on a Motion.** Voting by voice or a show of hands shall be used unless a member requests a roll call vote. In case of a tie, the motion fails. At the conclusion (or closure) of debate or discussion, the chair shall call for a vote; however, if the chair fails to call for a vote, a majority of the board present may require a vote.

**6.4 Citizen Participation.** Comments and suggestions by the public are highly valued. Those members of the public speaking on items both on the agenda and not on the agenda are limited to three minutes. A person may speak only once on any agenda item. However applicants, or those persons having placed an item on the agenda, will be allowed ten minutes. Time limitations of this rule may be extended by the consent of a majority of the board. The Texas Open Meetings Act requires 72 hour posted notice of every topic or subject to be considered; this law may prevent the board from considering a subject raised by a member of the public. In this case, the chair or a board member may request the matter be placed on a future agenda for discussion or action.

**6.5 Manner of Addressing the Board.** A person desiring to address the board shall state his or her name and address for the record before proceeding with comments.

**6.6 Remarks to be Germane/Non-redundant.** Public comments regarding agenda items must be kept relevant to the agenda subject; the chair shall rule on the relevance of comments. Persons making irrelevant, personal, impertinent, overly redundant, or slanderous remarks may be barred by the chair from making further comments before the board during the meeting.

**6.7 Official Minutes.** The actions taken by the board and a brief summary of the discussion of each topic shall be compiled into written minutes, which shall be reviewed and approved by the board at a subsequent meeting. All items requiring a vote shall be moved by a board member. Each motion will require a second by another board member in order to be considered. The recording secretary shall record the name of the board member making each motion and corresponding second to the motion. A motion must be voted on or withdrawn before another motion for that same agenda item can be considered. After approval, the chair shall sign the minutes and the staff member will forward the original signed minutes to the City Secretary who will maintain a file of the official minutes for all boards. All boards have staff members designated by the City Manager to be recording secretaries who are responsible for recording meetings and preparing minutes of all meetings. In addition to the official minutes, the staff member will prepare a brief synopsis of every meeting and provide it to the City Council so they may be kept informed. The recording secretary shall record all meetings of the board and maintain the recording for the required retention period. If a request is made to attach information to the official board minutes, such information shall be briefly

summarized in the minutes and the information retained on file for the required time period for such information.

## **SECTION 7. STANDARDS OF CONDUCT FOR BOARD MEMBERS**

**7.1 Lobbying Prohibited.** The Texas Open Meetings Act was adopted to make governmental discussions and decision-making accessible to the public. Based on the premise that the public's business should be conducted in public, the City Council adopts the following statement: "A board member shall not meet or confer (by phone, in person, email, etc.) with any applicant or representative of an applicant, including but not limited to engineers, architects, attorneys, or others outside of a legally posted meeting." In other words, board members are prohibited from being lobbied with respect to a pending application.

**7.2 Definition of Applicant.** An applicant is defined as a person who requests a matter be considered by a board.

**7.3 Conduct of Board Members:** A board member shall not:

- (A) Accept or solicit any benefit or economic gain or advantage, nor use one's position to secure special privileges or exemptions.
- (B) Grant any special consideration, treatment, or advantage to a person or organization beyond that which is available to every other person or organization.
- (C) Personally represent, or appear on behalf of, the private interests of others with respect to matters before his/her board.
- (D) Knowingly attempt, or assist another to attempt, to thwart the execution of any City ordinance, rule, or regulation.
- (E) Engage in any dishonest or criminal act or any other conduct prejudicial to the governing of the City.
- (F) Make personal, impertinent, or slanderous remarks, either to another member, the Mayor or City Councilmember, a City staff member, or any citizen. Any member who does so should be requested to leave the meeting and may be barred from attendance at the remainder of a meeting. Personal, impertinent, or slanderous remarks made verbally or in print may result in dismissal/removal from the board following a decision by the City Council.

## **Agenda Item:**

3B. Resolution No. 24-2015 amending the City of Kerrville Fee Schedule by revising fees charged for various services and uses provided or offered by the city. (staff)

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

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**SUBJECT:** Resolution Approving FY16 Fee Schedule

**FOR AGENDA OF:** September 8, 2015

**DATE SUBMITTED:** August 26, 2015

**SUBMITTED BY:** Sandra Yarbrough  
Director of Finance

**CLEARANCES:** Todd Parton  
City Manager

**EXHIBITS:** Resolution, FY16 Fee Schedule

**APPROVED FOR SUBMITTAL BY CITY MANAGER:** *SP*

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

**PAYMENT TO BE MADE TO:**

**REVIEWED BY THE FINANCE DIRECTOR:**

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**SUMMARY STATEMENT**

The attached fee schedule is proposed for FY16. The attached fee schedule shows the July 1, 2015 approved fee schedule and the proposed fee schedule for FY16.

**RECOMMENDED ACTION**

Approve resolution to accept the FY16 fee schedule.

**CITY OF KERRVILLE, TEXAS  
RESOLUTION NO. 24-2015**

**A RESOLUTION AMENDING THE CITY OF KERRVILLE FEE SCHEDULE BY REVISING FEES CHARGED FOR VARIOUS SERVICES AND USES PROVIDED OR OFFERED BY THE CITY**

**WHEREAS**, the City Council of the City of Kerrville adopted a Fee Schedule by Resolution No. 91-138 on September 24, 1991, and has amended said document on a number of occasions; and

**WHEREAS**, City staff recommends fees charged for various services and uses provided or offered by the City be changed, and the City Council has determined it is in the public interest of the citizens of Kerrville to revise such fees;

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

The Fee Schedule of the City of Kerrville, Texas, is amended as set forth in **Exhibit A**, attached hereto and incorporated herein by reference, such changes to be effective October 1, 2015.

**PASSED AND APPROVED ON this the** **day of** **A.D., 2015.**

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Jack Pratt, Jr., Mayor

APPROVED, AS TO FORM:

ATTEST:

Michael C. Hayes, City Attorney

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Brenda G. Craig, City Secretary

## EXHIBIT A

### CITY OF KERRVILLE FEE SCHEDULE

Effective October 1, 2015

#### ADMINISTRATION DEPARTMENT

##### COPIES OF PUBLIC INFORMATION:

Standard size paper copy	
Non-standard size copy:	
Computer diskettes	
Computer magnetic tape	
Audio cassette	
Oversized paper copy	
Other	
Labor charge (per hour and if applicable under state law)	
Overhead charge (if applicable under state law)	
Microfiche or microfilm charge:	
Paper copy	
Fiche or film copy	
Remote document retrieval	

		Adopted July 1, 2015	Proposed October 1, 2015
per page	\$0.10	per page	\$0.10
each	\$1.00	each	\$1.00
each	\$10.00	each	\$10.00
each	\$1.00	each	\$1.00
per page	\$0.50	per page	\$0.50
	Actual Cost		Actual Cost
per hour	\$15.00	per hour	\$15.00
	20% of Personnel Charge		20% of Personnel Charge
per page	\$0.10	per page	\$0.10
	Actual Cost		Actual Cost
	Actual Cost		Actual Cost

##### FAX TRANSMISSIONS:

Local	
Long distance, same area code	
Long distance, different area code	
Other costs	

per page	\$0.10	per page	\$0.10
per page	\$0.50	per page	\$0.50
per page	\$1.00	per page	\$1.00
Actual Cost		Actual Cost	

##### VEHICLE FOR HIRE PERMIT:

each	\$25.00	each	\$25.00
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##### NATURAL GAS TRANSPORTED THROUGH PIPELINE:

**NOTE:** Fee is equal to 3% of purchase price of gas transported or delivered within the City during the preceding month for consumption or use within the city.

#### CODE COMPLIANCE

##### JUNK YARD OPERATION LICENSE:

per site	\$5.00	per site	\$5.00
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##### PEDDLERS AND SOLICITORS FEES:

Base Charge	
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per year	\$600.00	per year	\$600.00
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For Each Additional Person	
For Each Additional Person	
Deposit (refundable)	

30 days	\$10.00	30 days	\$10.00
one year	\$100.00	one year	\$100.00
deposit	\$750.00	deposit	\$750.00

##### Exemptions

- \* Temporary special events, sales and festivals sponsored by charitable organizations (recognized by Internal Revenue Service), governmental subdivisions, school districts, Chamber of Commerce or Convention and Visitor's Bureau and other special events approved by Council, provided the organizer/operator of said events provides the information required for an open air market.
- \* Traveling salesman or solicitor calling only upon commercial businesses.
- \* Garage sales.
- \* A business with a separate business location in the City that furnishes proof of payment to the City of all ad valorem and personal property taxes then due.
- \* Six or more businesses that are organized in a sales show, convention, or similar sale by an indoor shopping mall, hotel, or similar sponsor.
- \* Businesses conducted in an open air market in compliance with all laws and applicable zoning regulations
- \* Sale of fresh produce (fruit, nuts, and vegetables)
- \* Sale of firewood

##### SEXUALLY ORIENTED BUSINESSES:

Annual License	
Annual Fee per Employee	

per business	\$500.00	per business	\$500.00
per employee	\$50.00	per employee	\$50.00

##### TRAVELING SHOW AND EXHIBITION LICENSE:

##### Exceptions

Carnivals, circuses, travel shows, tent shows, exhibits, menagerie which are actually operated by volunteers of a public school, bona fide charity, or a service organization located in Kerr County.

##### GROUP AND BOARDING HOMES

Permit	
Re-inspection fees	
Variance Fee for distance	

annual	\$1,000.00	annual	\$1,000.00
per inspection	\$75.00	per inspection	\$75.00
per variance	\$150.00	per variance	\$150.00

## DOWNTOWN AND MAIN STREET

PERSONALIZED BRICKS

per brick	\$50.00	per brick	\$50.00
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HOLIDAY PARADE

per entry	\$15.00	per entry	\$20.00
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DOWNTOWN RESTROOM AFTER HOURS USE (Between 5:30 PM and 9:30 AM):

User Fee Per Day

- More than 4 hours (deposit required)
- Less than 4 hours (deposit required)
- Deposit

+ 4 hrs/Day	\$50.00	+ 4 hrs/Day	\$50.00
- 4hrs/Day	\$25.00	- 4hrs/Day	\$25.00
per event	\$100.00	per event	\$100.00

SIDEWALK CAFÉ:

per table	\$50.00	per table	\$50.00
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## EMERGENCY MEDICAL SERVICES

RESPONSE/TRANSPORTATION:

- Basic Life Support - Non Emergency
- Basic Life Support - Emergency
- Advanced Life Support 1 - Non Emergency
- Advanced Life Support 1 - Emergency
- Advanced Life Support 2 - Emergency
- Specialty Care Transport
- Aid Only - No Transport
- Dedicated Standby
- Response Fee
- Local Transport - No Supplies Used
- Mileage

per person	\$417.92	per person	\$417.92
per person	\$668.66	per person	\$668.66
per person	\$521.50	per person	\$521.50
per person	\$814.04	per person	\$814.04
per person	\$1,149.28	per person	\$1,149.28
per person	\$1,149.28	per person	\$1,149.28
per person	\$150.00	per person	\$150.00
per hour	\$100.00	per hour	\$100.00
per person	\$75.00	per person	\$75.00
no supplies	\$150.00	no supplies	\$150.00
per loaded mile	\$21.48	per loaded mile	\$21.48

SUPPLY/PROCEDURE CHARGES:

- IV Administration
- Medication Administration
- Bandaging and Splinting

per procedure	\$20.00	per procedure	\$20.00
per procedure	\$30.00	per procedure	\$30.00
per procedure	\$20.00	per procedure	\$20.00

NON EMERGENCY TRANSFER AGREEMENT:

- Local Transport
- Local Mileage

per person	\$163.83	per person	\$163.83
per loaded mile	\$8.42	per loaded mile	\$8.42

NON EMERGENCY AMBULANCE LICENSE:

- Annual License
- Annual Ambulance Permit
- Re-issue for Lost Permit
- Inspection Reschedule Fee

per year	\$400.00	per year	\$400.00
per unit	\$150.00	per unit	\$150.00
per unit	\$50.00	per unit	\$50.00
per unit	\$50.00	per unit	\$50.00

## ENGINEERING DEPARTMENT

FLOODPLAIN DEVELOPMENT PERMIT:

each	\$25.00	each	\$25.00
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MAPPING INFORMATION:

- Subdivision Specifications
- City Survey Coordinate System Book
- B & W
- Color
- B & W
- Color
- B & W
- Color
- 36" x 54" ETJ Maps
- Digital Map on Disk

each	\$25.00	each	\$25.00
each	\$30.00	each	\$30.00
each	\$3.00	each	\$3.00
each	\$5.00	each	\$5.00
each	\$5.00	each	\$5.00
each	\$7.00	each	\$7.00
each	\$10.00	each	\$10.00
each	\$25.00	each	\$25.00
each	\$25.00	each	\$25.00
each	\$30.00	each	\$30.00

CONSTRUCTION INSPECTION OVERTIME:

per hour	\$35.00	per hour	\$35.00
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LAND RECORD FILING FEES:\*

- First page
- Second page and each additional
- Names in excess of 5 names to be indexed

each	\$5.00	each	\$5.00
each	\$4.00	each	\$4.00
each	\$0.25	each	\$0.25

- Records Management Fees per document
- Courthouse Security Fee per document
- Records Archive Fee per document

each	\$5.00	each	\$5.00
each	\$1.00	each	\$1.00
each	\$5.00	each	\$5.00

\* Fees are subject to change based on the County's fee schedule and will be charged accordingly.

## FIRE DEPARTMENT

### REQUEST FOR PUBLIC INFORMATION:

Hard Copy (Paper) Format or Electronic Format - See Administrative Fee Schedule

PLAN REVIEW FEE: (credited toward permit when permit is approved)

#### OUTDOOR BURN PERMITS:

Ceremonial Fire Permits (Bonfires)  
Controlled burns  
Recreational fire (less than 3 feet diameter and 2 feet in height)

per review	50% of Permit Fee	per review	50% of Permit Fee
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per site	\$250.00	per site	\$250.00
per site	\$150.00	per site	\$150.00
N/C for permit			N/C for permit

BULK STORAGE AND DISPENSING OF LP GAS:

STORAGE OF PORTABLE LP GAS CONTAINERS:  
(awaiting use or resale)

Annual	\$100.00	Annual	\$100.00
per site	\$20.00	per site	\$20.00

STORAGE OR HANDLING OF COMPRESSED GASES:

(in excess of amounts listed in Table 105.6.9 of the e2006 *International Fire Code*)

per site	\$50.00	per site	\$50.00
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BLASTING PERMIT:

COMMERCIAL BAR-B-QUE PIT:

per site	\$150.00	per site	\$150.00
per site	\$20.00	per site	\$20.00

UNDERGROUND FUEL STORAGE TANK REMOVAL:

TENT, CANOPY, MEMBRANE STRUCTURE PERMIT:

per site	\$75.00	per site	\$75.00
per item	\$20.00	per item	\$20.00

SPRAY ROOM, DIP TANK OR BOOTH:  
(used for flammable or combustible finishes)

per space	\$50.00	per space	\$50.00
per unit	\$25.00	per unit	\$25.00

INDUSTRIAL OVEN PERMIT:

INDUSTRIAL OVEN INSTALLATION, REPAIR, OR MODIFICATION:

COOKING HOOD FIRE SUPPRESSION SYSTEM:

per unit	\$40.00	Remove	Remove
per system	\$50.00	per system	\$50.00

LIQUID PROPANE TANK INSTALLATION:

per tank	\$75.00	per tank	\$75.00
per unit	\$25.00	per unit	\$25.00

UNDER/ABOVE GROUND FUEL STORAGE TANK:

New installation  
Repair/replace existing tank  
Repair/replace existing product line

per tank	\$40.00	per tank	\$40.00
per site	\$40.00	per site	\$40.00

WATER FLOW TEST:

PROFESSIONAL PYROTECHNICAL DISPLAY:

per test	\$75.00	per test	\$75.00
per event	\$250.00	per event	\$250.00

FIRE SPRINKLER:

Above ground - new installation, repair, remodel, or addition  
Underground - new installation, repair, remodel, or addition  
Standpipe system - new installation, repair, remodel, or addition

per system/floor	\$50.00	per system/floor	\$50.00
per system	\$50.00	per system	\$50.00

FIRE PUMP / EQUIPMENT INSTALLATION / MODIFICATION:

FIRE ALARM INSTALLATION (new, repair, remodel, or addition):

per system	\$50.00	per system	\$50.00
per system/floor	\$50.00	per system/floor	\$50.00

ALL OTHER FIRE PROTECTION/DETECTION SYSTEMS:

(electric controlled security gates, delay egress locks, security grills)

per system	\$50.00	per system	\$50.00
per device	\$20.00	per device	\$20.00

ACCESS-CONTROLLED EGRESS DOORS, ETC.:

FALSE FIRE ALARM FEE:

More than 3 times but less than 6 in preceding 12 months  
More than 5 times but less than 8 in preceding 12 months  
Eight (8) or more times in preceding 12 months

per offense	\$50.00	per offense	\$50.00
per offense	\$75.00	per offense	\$75.00

RE-INVESTIGATION REQUESTED/SCHEDULED (excludes annual fire inspection):

First inspection list(s) is/are not completed on first and subsequently thereafter  
Not ready for inspection on arrival  
Contractor fails to keep appointment  
No access to site or building

per scheduled	\$50.00	per scheduled	\$50.00
per scheduled	\$50.00	per scheduled	\$50.00

FIRE INSPECTIONS REQUESTED/SCHEDULED - NON BUSINESS HOURS:

Non-Holiday (2 hour minimum, paid in advance)  
City recognized holiday (2 hour minimum, paid in advance)

per hour	\$60.00	per hour	\$60.00
per hour	\$80.00	per hour	\$80.00

HAZARDOUS MATERIALS PERMIT:

FLAMABLE/COMBUSTIBLE LIQUIDS - STORAGE/HANDLING/DISPENSING:

MISCELLANEOUS COMBUSTIBLE STORAGE:

HIGH PILE STORAGE PERMIT:

STATE MANDATED OCCUPANCY INSPECTION - OUTSIDE CITY LIMITS:

Daycare, Foster Care, Adoption  
Daycare, Halfway Houses, Group Care, MHMR  
Youth Camps and Day Camps  
Schools and Instructional Facilities  
Hospital, Nursing Home, Assisted Living Facility Inspection  
All Other

7 or fewer children	\$50.00	7 or fewer children	\$50.00
7 or more children	\$75.00	7 or more children	\$75.00
per site	\$150.00	per site	\$150.00
per site	\$150.00	per site	\$150.00
per site	\$150.00	per site	\$150.00
per site	\$100.00	per site	\$100.00

FIRE PUMP ACCEPTANCE TEST:

EVENT PERMIT (carnivals and fairs):

HOT WORK PERMIT:

AMUSEMENT BUILDING PERMIT:

EXHIBIT OR TRADE SHOW PERMIT:

OTHER PERMIT:

Any other permit designated by the *International Fire Code*

per test	\$100.00	per test	\$100.00
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per event	\$75.00	per event	\$75.00
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CHANGE OF OCCUPANCY INSPECTION:

INVESTIGATION FEE:

If Permit is issued after construction is started without an approved permit

per site	\$20.00	per site	\$20.00
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per site	\$50.00	per site	\$50.00
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APPEAL TO BUILDING BOARD OF ADJUSTMENTS AND APPEALS:

per site	Permit Fee Amt	per site	Permit Fee Amt
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per appeal	\$150.00	per appeal	\$150.00
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## GOLF: SCOTT SCHREINER MUNICIPAL GOLF COURSE

### GREEN FEES:

#### Regular

Weekday  
Weekend and holidays\*

9 Hole / 18 Hole	\$12.00/\$20.00	9 Hole / 18 Hole	\$12.00/\$20.00
9 Hole / 18 Hole	\$18.00/\$27.00	9 Hole / 18 Hole	\$18.00/\$27.00

#### Member

Weekday  
Weekend and holidays\*

9 Hole / 18 Hole	\$5.00/\$6.00	9 Hole / 18 Hole	\$5.00/\$6.00
9 Hole / 18 Hole	\$6.00/\$7.00	9 Hole / 18 Hole	\$6.00/\$7.00

#### Junior

Weekday  
Weekend and holidays\*

9 Hole / 18 Hole	\$2.75/\$4.00	9 Hole / 18 Hole	\$2.75/\$4.00
9 Hole / 18 Hole	\$5.50 / \$6.75	9 Hole / 18 Hole	\$5.50 / \$6.75

### CART RENTAL:

#### Full Cart

#### Half Cart

9 Hole / 18 Hole	\$12.00/\$24.00	9 Hole / 18 Hole	\$12.00/\$24.00
9 Hole / 18 Hole	\$6.00/\$12.00	9 Hole / 18 Hole	\$6.00/\$12.00

### TRAIL FEE:

#### Member Private Cart w/annual Private Cart Fee

#### Non-member Private Cart

#### Private Cart Passenger w/annual Private Cart Fee

#### Private Cart Passenger w/o annual Private Cart Fee

9 Hole / 18 Hole	\$4.00/\$7.00	9 Hole / 18 Hole	\$4.00/\$7.00
9 Hole / 18 Hole	\$6.00/\$11.00	9 Hole / 18 Hole	\$6.00/\$11.00
9 Hole / 18 Hole	\$4.00/\$7.00	9 Hole / 18 Hole	\$4.00/\$7.00
9 Hole / 18 Hole	\$5.50/\$12.00	9 Hole / 18 Hole	\$5.50/\$12.00

### MEMBER DUES:

#### Annual Golf - First family member

#### Annual Golf - Second family member

#### Quarter Golf - First family member

#### Annual Private Cart

per year	\$550.00	per year	\$550.00
per year	\$450.00	per year	\$450.00
per quarter	\$200.00	per quarter	\$200.00
per year	\$220.00	per year	\$220.00

NOTE: All annual fees shall expire on the same date. Should a second annual fee be required, it shall be prorated to expire on the same date

as the first annual fee will al subsequent payments due and payable at the same time.

### CART STORAGE:

#### Annual

#### Quarterly

per year	\$420.00	per year	\$420.00
per quarter	\$140.00	per quarter	\$140.00

NOTE: The City can only accept payments up to ONE period (quarter or annual) in advance.

### SPECIAL GOLF FEES:

#### Senior rate (65 or older) - green fees only

per player	\$14.00	per player	\$14.00
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#### Twilight Fees

##### Starts at 2:00 PM (green fees only)

##### Member - Weekday

##### Member - Weekend \*

##### Non-Member - Weekday

##### Non-Member - Weekend \*

weekday only	\$3.00	weekday only	\$3.00
weekend only	\$4.00	weekend only	\$4.00
weekday only	\$11.00	weekday only	\$11.00
weekend only	\$14.75	weekend only	\$14.75

#### Tournament/Promotion Fees (minimum - 25 individual players)

##### Standard group rate for 25+ players Weekday/ Weekend afternoons

##### Standard group rate for 25+ players Weekend mornings

per player	\$25.00	per player	\$25.00
per player	\$35.00	per player	\$35.00

#### Driving Range Fees

##### Small Bucket

##### Large Bucket

per bucket	\$3.00	per bucket	\$3.00
per bucket	\$6.00	per bucket	\$6.00

#### Driving Range Membership - Annual

#### Driving Range Membership - Quarterly

per year	\$300.00	per year	\$300.00
per quarter	\$100.00	per quarter	\$100.00

#### Rental Clubs

#### Pull Carts

9 Hole / 18 Hole	\$15.00/\$25.00	9 Hole / 18 Hole	\$15.00/\$25.00
9 Hole / 18 Hole	\$3.00/\$6.00	9 Hole / 18 Hole	\$3.00/\$6.00

\* WEEKEND RATES APPLY FRIDAY THROUGH SUNDAY.

## HEALTH DEPARTMENT

### HEALTH PERMITS (by total floor area - square footage):

0 < 1,000  
1,000 - 1,900  
2,000 - 2,900  
3,000 - 3,999  
4,000 - 4,999  
5,000 - 10,000  
> 10,000

square footage	\$70.00	square footage	\$70.00
square footage	\$85.00	square footage	\$85.00
square footage	\$100.00	square footage	\$100.00
square footage	\$125.00	square footage	\$125.00
square footage	\$150.00	square footage	\$150.00
square footage	\$200.00	square footage	\$200.00
square footage	\$350.00	square footage	\$350.00

### CATERING ESTABLISHMENT PERMITS:

0 < 1,000  
1,000 - 1,900  
2,000 - 2,900  
3,000 - 3,999  
4,000 - 4,999  
5,000 - 10,000  
> 10,000

square footage	\$70.00	square footage	\$70.00
square footage	\$85.00	square footage	\$85.00
square footage	\$100.00	square footage	\$100.00
square footage	\$125.00	square footage	\$125.00
square footage	\$150.00	square footage	\$150.00
square footage	\$200.00	square footage	\$200.00
square footage	\$350.00	square footage	\$350.00

### BARS AND LOUNGES - FREE STANDING

0 < 1,000  
1,000 - 1,999  
2,000 - 2,999  
3,000 - 3,999  
4,000 - 4,999  
5,000 - 10,000  
>10,000

square footage	\$70.00	square footage	\$70.00
square footage	\$85.00	square footage	\$85.00
square footage	\$100.00	square footage	\$100.00
square footage	\$125.00	square footage	\$125.00
square footage	\$150.00	square footage	\$150.00
square footage	\$200.00	square footage	\$200.00
square footage	\$350.00	square footage	\$350.00

Exemptions: Taxing authorities, non-profit organizations

### HEALTH PERMIT - LATE FEE (after October 15 in addition to original permit):

per permit	\$50.00	per permit	\$50.00
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### NON-PROFIT ORGANIZATION:

per event	\$10.00	per event	\$10.00
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### CERTIFICATE OF OCCUPANCY INSPECTION:

per site	\$50.00	per site	\$50.00
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### FOOD ESTABLISHMENT PLAN REVIEW:

per site	\$25.00	per site	\$25.00
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### REINSPECTION FEES:

First Reinspection  
Second Reinspection  
Subsequent Reinspection

No charge		No charge	
same violation	\$100.00	same violation	\$100.00
same violation	\$150.00	same violation	\$150.00

### AFTER HOURS INSPECTION - EMERGENCY (4 hr minimum):

per hour	\$50.00	per hour	\$50.00
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### SANITATION AND ENVIRONMENTAL INSPECTIONS (foster homes, day care, pools):

per site	\$40.00	per site	\$40.00
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### SEMI PUBLIC POOLS/SPAS (single pool facilities):

single	\$75.00	single	\$75.00
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### ADDITIONAL SEMI PUBLIC POOLS/SPAS (single pool facilities):

per unit	\$25.00	per unit	\$25.00
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### TEMPORARY FOOD SERVICE ESTABLISHMENT - SPECIAL EVENT:

14 day	\$35.00	14 day	\$35.00
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### SEASONAL PERMITS:

SEASONAL (non-hazardous foods)  
SEASONAL (non-hazardous foods)  
SEASONAL (potentially hazardous foods)  
SEASONAL (potentially hazardous foods)

10 month	\$50.00	10 month	\$50.00
per event	\$10.00	per event	\$10.00
10 months	\$100.00	10 months	\$100.00
per event	\$15.00	per event	\$15.00

### MOBILE FOOD ESTABLISHMENT PERMITS:

UNRESTRICTED Mobile Food Establishment (peddlers permit required also):  
RESTRICTED Mobile Food Establishment (peddlers permit required also):

per unit	\$150.00	per unit	\$150.00
per unit	\$50.00	per unit	\$50.00

### CATERING LICENSE:

annual	\$70.00	annual	\$70.00
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### GENERAL SERVICE CATERING VEHICLE:

each	\$75.00	each	\$75.00
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### REPLACE LOST, STOLEN, DAMAGED PERMIT OR CERTIFICATE:

each	\$5.00	each	\$5.00
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### PEDDLERS PERMIT:

See Code Compliance Fee Schedule	See Code Compliance Fee Schedule
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**HOTEL PERMIT: (Tourist Courts, Hotels, Inns, and Rooming Houses)**

First complaint inspection fee

Subsequent complaint inspection fee

annual permit	\$50.00	annual permit	\$50.00
per inspection	\$100.00	per inspection	\$100.00
per inspection	\$150.00	per inspection	\$150.00

**INSPECTION DEPARTMENT****PROFESSIONAL AND OCCUPATIONAL LICENSES:**

General Contractor License

General Contractor License Renewal

General Contractor License / Single Project (currently charged at GC rate)

initial issue	\$500.00	initial issue	\$500.00
annual	\$100.00	annual	\$100.00
per project	\$100.00	per project	\$100.00

**BUILDING, CONSTRUCTION, DEMOLITION PERMITS (single family by value):**

\$1,000 and less

\$1,001 - \$50,000 (\$25.00 first \$1,000, plus)

\$50,001 - \$100,000 (\$270.00 first \$50,000, plus)

\$100,001 - \$500,000 (\$470.00 for first \$100,000, plus)

\$500,001 and up (\$1,670.00 for first \$500,000, plus)

NOTE: Value of construction is the greater of value quoted by contractor or calculated value using the ICC project valuation tables

per permit	\$25.00	per permit	\$25.00
per/\$1,000	\$5.00	per/\$1,000	\$5.00
per/\$1,000	\$4.00	per/\$1,000	\$4.00
per/\$1,000	\$3.00	per/\$1,000	\$3.00
per/\$1,000	\$2.00	per/\$1,000	\$2.00

**DEMOLITION AND MOVING DEPOSIT:**

per structure	\$500.00	per structure	\$500.00
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**BUILDING, CONSTRUCTION, DEMOLITION PERMITS (commercial by value):**

\$1,000 and less

\$1,001 and greater

\$500,000 and greater (approval of City Manager, fees may be determined by actual cost)

per permit	\$25.00	per permit	\$25.00
per/\$1,000	\$5.00	per/\$1,000	\$5.00
per permit	TBD	per permit	TBD

**DEMOLITION AND MOVING DEPOSIT:**

per structure	\$500.00	per structure	\$500.00
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**BUILDING, CONSTRUCTION, DEMOLITION PLAN REVIEW:**

Plan review fee is due at permit application

	50% of Building Permit Fee		50% of Building Permit Fee
per permit	\$40.00	per permit	\$40.00
per unit	\$2.00	per unit	\$2.00
per unit	\$0.50	per unit	\$0.50
per unit	\$2.00	per unit	\$2.00
per unit	\$2.50	per unit	\$2.50
per unit	\$3.00	per unit	\$3.00
per unit	\$5.00	per unit	\$5.00
per unit	\$7.50	per unit	\$7.50
per unit	\$7.50	per unit	\$7.50
per unit	\$2.00	per unit	\$2.00
per unit	\$3.00	per unit	\$3.00
per unit	\$5.00	per unit	\$5.00
per unit	\$3.00	per unit	\$3.00
per unit	\$5.75	per unit	\$5.75
per unit	\$1.00	per unit	\$1.00

**PLAN REVIEW FEE:**

First Review (due at permit application, includes review of minor changes)

Subsequent Review (due to substantial submittal or project changes)

per review	50% of permit fee	per review	50% of permit fee
per hour	\$60.00	per hour	\$60.00

**REINSPECTION FEE:**

First reinspection fee

Second reinspection fee

Subsequent reinspection

same permit	\$0.00	same permit	\$0.00
same permit	\$100.00	same permit	\$100.00
same permit	\$150.00	same permit	\$150.00

**CHANGE OF CONTRACTOR ON ACTIVE PERMIT:**

Administrative fee

NOTE: Regular permit fees and requirements apply to new contractor for changes to original plans

same permit	\$100.00	same permit	\$100.00
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**SPECIAL INSPECTION FEE:**

During business hours

After business hours - scheduled

After business hours - emergency

per permit	\$50.00	per permit	\$50.00
per hour/2 min	\$50.00	per hour/2 min	\$50.00
per hour/4 min	\$50.00	per hour/4 min	\$50.00

**IRRIGATION SYSTEM PERMITS (landscape systems):**

City water customer

Permit - \$30.00 plus

Plan review

per/\$1,000	\$3.00	per/\$1,000	\$3.00
50% of permit fee		50% of permit fee	

Non-city water customer

Permit - \$45.00, plus minimum of 2 inspections  
Plan review

per inspection	\$100.00	per inspection	\$100.00
50% permit fee		50% permit fee	

PLUMBING AND GAS PERMITS:

Permit  
Fixtures  
Building drain  
Water heater and/or Vent  
Gas Piping (1 - 5 outlets)  
Piping for water treatment  
Replace sewer yard line

per permit	\$30.00	per permit	\$30.00
per unit	\$2.20	per unit	\$2.20
per unit	\$7.50	per unit	\$7.50
per unit	\$10.00	per unit	\$10.00
per unit	\$10.00	per unit	\$10.00
per unit	\$7.50	per unit	\$7.50
per unit	\$10.00	per unit	\$10.00

MECHANICAL PERMITS:

Permit  
First \$1,000.00 value, or part thereof  
Each additional \$1,000.00 value over first \$1,000.00

per permit	\$30.00	per permit	\$30.00
up to \$1,000	\$15.00	up to \$1,000	\$15.00
per \$/1,000	\$3.00	per \$/1,000	\$3.00

INSPECTION FEE:

Add or replace electrical wiring or panel  
Replacement equipment  
New equipment  
Alter existing equipment

per unit	\$15.00	per unit	\$15.00
per unit	\$15.00	per unit	\$15.00
per unit	\$15.00	per unit	\$15.00
per unit	\$10.00	per unit	\$10.00

CHANGE OF OCCUPANCY (existing structure):

BUILDING REPORTS (not for resale):

ISSUANCE OF PERMIT (building, electrical, mechanical, plumbing, irrigation, etc.)  
AFTER CONSTRUCITON PROJECT IS STARTED, FIRST OCCURANCE BY CONTRACTOR

ISSUANCE OF PERMIT (building, electrical, mechanical, plumbing, irrigation, etc.)  
AFTER CONTRUCTION PROJECT IS STARTED, SUBSEQUENET OCCURENCES BY CONTRACTOR

APPEAL TO BUILDING BOARD OF ADJUSTMENTS AND APPEALS FEE:

Mechanics Board of Adjustments and Appeals; Plumbing Board of Adjustments and Appeals; Electrical Board of Adjustments and Appeals

per structure	\$20.00	per structure	\$20.00
per report	\$5.00	per report	\$5.00
Greater of double the original permit fee		Greater of double the original permit fee or	
Greater of double the original permit fee		Greater of double the original permit fee or	

per appeal	\$150.00	per appeal	\$150.00
per appeal	\$150.00	per appeal	\$150.00

## LIBRARY: BUTT-HOLDSWORTH LIBRARY

### RENTALS:

Meeting Room  
Gazebo  
Repairs of damages to furniture, equipment or facility

per day	\$20.00	per day	\$20.00
per day	\$30.00	per day	\$30.00
Actual Cost		Actual Cost	

### COPIES/PRINTING (Library and History Center)

Photocopier - black and white  
Photocopier - color  
Computer/internet - black and white  
Computer/internet - color

per page	\$0.10	per page	\$0.10
per page	\$0.25	per page	\$0.25
per page	\$0.10	per page	\$0.10
per page	\$0.25	per page	\$0.25

### CIRCULATION CHARGES:

City resident card  
Non-city resident materials checkout only  
Non-city resident computer use only  
Non-city resident temporary use  
Non-city resident full use  
Library card replacement

No charge	No charge		
per year	\$35.00	per year	\$35.00
per year	\$35.00	per year	\$35.00
per month	\$8.00	per month	\$8.00
per year	\$65.00	per year	\$65.00
per card	\$1.00	per card	\$1.00

### OVERDUE FINES:

Fines/fees between \$1.00 - \$4.99 - Patron must pay \$1.00 each time they use library  
Fines/fees between \$5.00-\$9.99 - Patron must pay \$2.00 each time they use library  
Fines/fees \$10.00 and above - Borrowing privileges suspended  
Books - Adult patrons (\$15.00 maximum)  
Books - Children patrons (\$5.00 maximum)  
Audobooks and CDs (\$15.00 maximum)  
DVDs and BluRay (\$15.00 maximum)  
Story Time Kits (\$15.00 maximum)  
Other Kits (\$15.00 Maximum)  
Overdue Electronic Device (up to cost of item)

item per day	\$0.10	item per day	\$0.10
item per day	\$0.10	item per day	\$0.10
item per day	\$0.10	item per day	\$0.10
item per day	\$1.00	item per day	\$1.00
item per day	\$5.00	item per day	\$5.00
item per day	\$0.10	item per day	\$1.00
item per day	\$10.00	item per day	\$10.00

### PROCESS FEE:

Lost or damaged items - non electric device (plus replacement cost)  
Lost or damaged electronic device (plus replacement cost)  
Collection agency submission for non-payment of fine

per item	\$5.00	per item	\$5.00
per item	\$25.00	per item	\$25.00
per fine	\$10.00	per fine	\$10.00

### ELECTRONIC DEVICE FEES:

Any patron wishing to borrow an electronic device must sign a credit card authorization form listing a valid credit card to kept on file.  
Electronic device not returned according to policy  
Programs/applications charged to library account (actual cost plus)  
Personal Earbuds

per item	\$25.00	per item	\$25.00
per item	\$5.00	per item	\$5.00
per set	\$2.00	per set	\$2.00

### LOST/DAMAGED ITEMS:

Patrons who have failed to return library material with a total value over \$50.00 may receive a citation for violation of City of Kerrville, Code of Ordinance, Section 66-39(g) for failure to return property to the library.  
Books (BHML - all ages - actual cost plus)  
Books (History Center - rare, out of print - lesser of appraised value plus)  
CDs (Book, music, MP3 - actual cost plus)  
Individual CD in a set when available (book, music, MP3 - \$10.00 per disc plus)

per item	\$5.00	per item	\$5.00
per item	\$100.00	per item	\$100.00
per item	\$5.00	per item	\$5.00
per item	\$5.00	per item	\$5.00

DVD (all ages - includes set - actual cost plus)  
Kits (all ages - actual cost)

per item	\$5.00	per item	\$5.00
per item	\$5.00	per item	\$5.00

Actual cost of items below or next available generation of item if original is no longer on the market plus:

Apple iPad 2 (includes accessories)  
Amazon Kindle Fire (includes accessories)  
Dell Latitude E5410 laptop (includes accessories)  
Dell Latitude 2120 mini laptop (includes accessories)  
Samsung Galaxy Tablet (includes accessories)  
Electronic device accessories - actual cost plus

per item	\$25.00	per item	\$25.00
per item	\$25.00	per item	\$25.00
per item	\$25.00	per item	\$25.00
per item	\$25.00	per item	\$25.00
per item	\$25.00	per item	\$25.00
per item	\$5.00	per item	\$5.00

### INTERLIBRARY LOAN:

Any additional fees or charges to be determined by the lending library are the patron's responsibility.  
Any overdue item (\$15.00 maximum)  
Lost or damaged item - cost assessed by lending library plus  
Return postage

item per day	\$1.00	item per day	\$1.00
per item	\$5.00	per item	\$5.00
per item	\$3.00	per item	\$3.00

REPLACEMENT OF MISCELLANEOUS PARTS:

CD/DVD case (single)  
 DVD case (multiple)  
 Book on CD case (multiple up to 12 CDs)  
 Book on CD case (multiple up to 24 CDs)  
 CD Jewel case (multiple, 2 disc)  
 AV storage bags

per item	\$1.00	per item	\$1.00
per item	\$4.00	per item	\$4.00
per item	\$10.00	per item	\$10.00
per item	\$15.00	per item	\$15.00
per item	\$3.00	per item	\$3.00
per item	\$1.00	per item	\$1.00

RESEARCH FEES (requested from outside of service area):

Handling fee/postage  
 Photocopy

per request	\$3.00	per request	\$3.00
per page	\$0.10	per page	\$0.10

**MUNICIPAL COURT FEES**

ONLINE TRANSACTION FEE:

per transaction	\$1.50	per transaction	\$1.50
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MUNICIPAL COURT TECHNOLOGY FEE:

per conviction	\$4.00	per conviction	\$4.00
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BUILDING SECURITY FEE:

per conviction	\$3.00	per conviction	\$3.00
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**PARKS AND RECREATION**

**Kerrville-Schreiner Park**

DAILY ENTRANCE FEES:

Adult (13 and over), not to exceed \$10.00 per vehicle  
 Child (12 and under)  
 Senior (over 65)  
 Commercial vehicles  
 Group/school sponsored trip (ages 13 - 18 - not overnight)

per person	\$4.00	per person	\$4.00
per person	\$1.00	per person	\$1.00
per person	\$2.00	per person	\$2.00
per vehicle	\$20.00	per vehicle	\$20.00
per person	\$0.50	per person	\$0.50

ANNUAL DAY USE PASS:

Valid ONLY at Kerrville-Schreiner Park (excludes commercial vehicles)  
 Second vehicle registered at the same address

per vehicle	\$25.00	per vehicle	\$25.00
per vehicle	\$15.00	per vehicle	\$15.00

FACILITY USE FEES:

Camping fees cover entrance for up to 4 persons per site. Camp sites accomodate up to 8 people. Guests 5 - 8 must pay daily entrance fee.  
 Tent site w/ water  
 General campsites ONLY - year round

per night	\$15.00	per night	\$15.00
per month	\$297.00	per month	\$297.00

RV sites 221-235 and 317-323 (30 amp w/water, no sewer)  
 Above RV sites - September 15 - May 15 - all utilities

per night	\$23.00	per night	\$23.00
per month	\$413.00	per month	\$413.00

RV sites 211-220 Riverside only (30 amp w/water and sewer)  
 Above RV sites - September 15 - May 15 - all utilities

per night	\$26.00	per night	\$26.00
per month	\$490.00	per month	\$490.00

RV sites 111-130 Deerfield Loop only (30 amp water and sewer)  
 Above RV sites - September 15 - May 15 - all utilities

per night	\$26.00	per night	\$26.00
per month	\$528.00	per month	\$528.00

RV sites 201-210 Riverside only (50 amp w/water and sewer)  
 Above RV sites - September 15 - May 15 - all utilities

per night	\$28.00	per night	\$28.00
per month	\$561.00	per month	\$561.00

Mini-Cabin - beds for 4 persons (NO PETS); hotel/motel tax additional  
 Cabins are air-conditioned, heated, table and chairs, campfire rings (pit/grill) and picnic table.  
 No linens provided. Security deposit required.

per night	\$50.00	per night	\$50.00
deposit	\$25.00	deposit	\$25.00

Park Cabin - beds for 6 persons (NO PETS); hotel/motel tax additional  
 Cabins are air-conditioned, heated, table and chairs, picnic table with combination campfire (pit/grill). Linens provided. Covers entrance up to 6 persons.  
 Excess of 6 persons subject to daily entrance. Security deposit required.

per night	\$110.00	per night	\$110.00
deposit	\$50.00	deposit	\$50.00

Ranch House - beds for 8 persons (NO PETS); hotel/motel tax additional  
 House is air-conditioned, heated, table and chairs, picnic table with combination campfire (pit/grill). Linens provided. Covers entrance up to 8 persons.  
 Excess of 8 persons subject to daily entrance fee. Security deposit required.

per night	\$190.00	per night	\$190.00
deposit	\$150.00	deposit	\$150.00

Bunk House (only rented w/Ranch House) Security deposit required.

Group Dining Hall - capacity 100 persons (NO PETS)  
 Screened building is NOT AIR-CONDITIONED, equipped with full kitchen including deep sinks, hot water, two microwave ovens, and refrigerator/freezer. Full width serving bar and table with seating for approximately 100 persons. Outside has large charcoal grill. Includes entrance fee up to 100 persons. Security deposit required.

per night	\$50.00	per night	\$50.00
deposit	\$50.00	deposit	\$50.00

per day	\$145.00	per day	\$145.00
deposit	\$50.00	deposit	\$50.00

Group Recreation Hall - day capacity 100 persons (NO PETS)  
 overnight capacity 50 persons, no beds provided, requires 2 day rental  
 Air-conditioned, heated, restrooms inside. Full kitchen with 2 microwave ovens, and  
 refrigerator/freezer, 8 folding tables with 50 chairs. Large charcoal grill outside.  
 Includes entrance fee up to 100 persons. Security deposit required.

per day	\$300.00	per day	\$300.00
deposit	\$100.00	deposit	\$100.00

Group Picnic Area - capacity 100 persons - specific location not guaranteed  
 Includes entrance fee up to 10 persons.

per day	\$50.00	per day	\$50.00
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Amphitheater only - capacity 220 persons

per day	\$100.00	per day	\$100.00
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Amphitheater rented in conjunction with Group Recreation Hall

per day	\$25.00	per day	\$25.00
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CANCELLATION FEE: (applies to each site or facility reservation)

per site/facility	\$20.00	per site/facility	\$20.00
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RV/TRAILER DUMP FEE (if not camping in park - no entrance fee):

per vehicle	\$25.00	per vehicle	\$25.00
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EXCESS VEHICLE PARKING (all vehicles over 2 vehicles per site):

per vehicle	\$5.00	per vehicle	\$5.00
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BUTTERFLY GARDEN (private events only - does not include entrance fee):

per event	\$50.00	per event	\$50.00
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EXTRA PERSON OCCUPANCY FEE (applies to each site and facility)

per person	\$3.00	per person	\$3.00
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#### Other Parks and Recreation

SPECIAL EVENTS PERMITS: (by application only)

per event	\$30.00	per event	\$30.00
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BOARDWALK PAVILION (4 hr maximum - deposit required):

per hour	\$100.00	per hour	\$100.00
deposit	\$200.00	deposit	\$200.00

LOUISE HAYS LARGE PAVILION AND PLAZA AREA (deposit required)

Table rental  
 Chair rental

per day	\$200.00	per day	\$200.00
		per table	\$5.00
		per chair	\$2.00
deposit	\$200.00	deposit	\$200.00

FAMILY PAVILION (deposit required)

per day	\$100.00	per day	\$100.00
deposit	\$100.00	deposit	\$100.00

FOUNTAIN AND PLAZA (limit of one rental per weekend)

per 1/2 day	\$500.00	per 1/2 day	\$500.00
deposit	\$300.00	deposit	\$300.00

TRANQUILITY ISLAND (security deposit required)

per day	\$150.00	per day	\$150.00
deposit	\$150.00	deposit	\$150.00

CARVER PARK PAVILION AND BBQ AREA:

10 tables and restrooms - all day - security deposit required

per day	\$100.00	per day	\$100.00
deposit	\$100.00	deposit	\$100.00

SMALL PARK PAVILIONS (various locations - security deposit required):

per day	\$40.00	per day	\$40.00
deposit	\$25.00	deposit	\$25.00

RIVER TRAIL (trailheads) - security deposit required

KSP to G Street (2.2 miles)

G Street - Tranquility Island (1 mile)

Tranquility Island - Riverside Nature Center (.7 mile)

All of Trail

per day	\$200.00	per day	\$200.00
per day	\$200.00	per day	\$200.00
per day	\$100.00	per day	\$100.00
per day	\$500.00	per day	\$500.00
deposit	equal total rental	deposit	equal total rental

ATHLETIC FIELD/COURT (without lights):

ATHLETIC FIELD/COURT (with lights):

per hour	\$15.00	per hour	\$15.00
per hour	\$20.00	per hour	\$20.00

CENTENNIAL STAGE (with electricity - security deposit required):

CENTENNIAL STAGE (without electricity - security deposit required):

per day	\$200.00	per day	\$200.00
per day	\$100.00	per day	\$100.00
deposit	\$200.00	deposit	\$200.00

SOFTBALL FEES (security deposit requirements below):

Field - without lights

Field - with lights

Tournament - Deposit

Base and equipment - Deposit

per day	\$150.00	per day	\$150.00
per day	\$170.00	per day	\$170.00
per event	\$150.00	per event	\$150.00
per event	\$100.00	per event	\$100.00

TENNIS COURT FEES:

All ages - 1 1/2 hour - single reservation

All ages - 2 hours per doubles reservation

per person	\$3.00	per person	\$3.00
per person	\$3.00	per person	\$3.00

**TENNIS TOURNAMENT FEES:***Exemptions:* KISD tournaments and practice; Schreiner University tournaments

Negotiated in contract	Negotiated in contract
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**TENNIS ANNUAL FEES:**

Juniors (under 21 years)  
 Adults (21 and over)  
 Family  
 KISD Joint Use

per person	\$90.00	per person	\$90.00
per person	\$150.00	per person	\$150.00
per family	\$225.00	per family	\$225.00
per agreement		per agreement	

**SWIMMING POOL ADMISSION FEES:**

Olympic Pool - Adult (13 and older)  
 Olympic Pool - Children (4 - 12 years)  
 Olympic Pool - Children (3 year and under with adult)  
 Olympic Pool - Non swimmers - all ages

per person	\$1.00	per person	\$1.00
per person	\$1.00	per person	\$1.00
per person	No charge	per person	No charge
per person	\$1.00	per person	\$1.00

**SWIMMING POOL RENTAL FEES (does not include pool admission):**

Private party - includes lifeguards

2 hours	\$200.00	2 hours	\$200.00
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**SWIMMING POOL PAVILION FEES (does not include pool admission or rental):****SWIMMING POOL/PAVILION CANCELLATION FEE:****SWIMMING LESSONS:**

per site	\$10.00	per site	\$10.00
per person	\$35.00	per person	\$35.00

**PLANNING DEPARTMENT****CONCEPT PLANS:**

each	\$500.00	each	\$500.00
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**PRELIMINARY PLANS:****WATER/WASTEWATER MODELING FEE**

To be determined

**FINAL, MINOR, VACATING, DEVELOPMENT, AMENDING PLATS, REPLATS:**

\$150.00 plus the greater of	\$10.00 per lot	\$150.00 plus the greater of	\$10.00 per lot
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**ZONING MAP AMENDMENT (Planned development, special use permit):****TEXT AMENDMENT:****ZONING VARIANCE:****APPEAL TO CITY COUNCIL OR PLANNING & ZONING COMMISSION:****ADMINISTRATIVE APPEAL:****LAND USE PERMIT**

In case, where legal notice of public hearing is required and applicant defers schedule action, reapplication is required based on fee on original application.

per amendment	\$300.00	per amendment	\$300.00
per amendment	\$300.00	per amendment	\$300.00
each variance	\$150.00	each	\$150.00
each appeal	\$15.00	each	\$15.00
each appeal	\$150.00	each	\$150.00
each permit	\$25.00	each permit	\$25.00

**POLICE DEPARTMENT****ACCIDENT REPORTS:**

per report	\$6.00	per report	\$6.00
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**ALARM SERVICE (Police):**

each service	\$25.00	each service	\$25.00
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**FALSE ALARM FEE:**

More than 3 times but fewer than 6 in preceding 12 month period  
 More than 6 times but fewer than 8 in preceding 12 month period  
 More than 8 or more times in preceding 12 month period

per violation	\$50.00	per violation	\$50.00
per violation	\$75.00	per violation	\$75.00
per violation	\$100.00	per violation	\$100.00

**FINGERPRINTING:**

per person	\$10.00	per person	\$10.00
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**FUNERAL ESCORT SERVICE:**

(minimum of 2 officers with 2 hours per officer)

per event	\$160.00	per event	\$160.00
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**HOLUSE MOVING & OTHER ESCORT:**

per event	\$30.00	per event	\$30.00
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**LETTERS OF CLEARANCE:**

per person	\$10.00	per person	\$10.00
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**OFFENSE/INCIDENT REPORTS:**

per report	\$4.00	per report	\$4.00
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**PARADE DEPOSITS:**

Deposit - Class A (Less than 50 entries)  
 Deposit - Class B (More than 50 entries)  
 Deposit - Class C (motorcades, marches, etc.)

PARADE FEES:

Class A  
 Class B  
 Class C

STOCK DRIVER PERMIT:

ALARM SERVICE PERMIT FEE:

Residential  
 Commercial

per event	\$250.00	per event	\$250.00
per event	\$750.00	per event	\$750.00
per event	\$100.00	per event	\$100.00

per event	\$50.00	per event	\$50.00
per event	\$100.00	per event	\$100.00
per event	\$25.00	per event	\$25.00

per event	\$5.00	per event	\$5.00
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PUBLIC WORKS

TRAFFIC CONTROL FEE:

Labor  
 Materials/equipment

per man hour	\$40.00	per hour/person	\$27.50
To be determined by job			

BANNER PERMIT:

BANNER PERMIT ADMINISTRATION FEE:

STREET SIGNS:

SIDEWALK CAFÉ:

per banner	\$60.00	per banner	\$60.00
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per banner	\$25.00	per banner	\$25.00
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per sign	\$250.00	per sign	\$250.00
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per table	\$50.00	per table	\$50.00
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SOLID WASTE

SOLID WASTE COLLECTION SERVICE LICENSE:

Application Fee:

Small Waste Collector  
 Small Waste Collector  
 Waste Collector  
 Collection Vehicle

per permit	\$150.00	per permit	\$150.00
each vehicle	\$5.00	each vehicle	\$5.00
each permit	\$250.00	each	\$250.00
each vehicle	\$5.00	each	\$5.00

Application Renewal:

Small Waste Collector  
 Collection Vehicle  
 Waste Collector  
 Collection Vehicle

each permit	\$75.00	each	\$75.00
each vehicle	\$5.00	each	\$5.00
each permit	\$100.00	each	\$100.00
each vehicle	\$5.00	each	\$5.00

SOLID WASTE DISPOSAL SERVICE:

Municipal Solid Waste - Compacted (plus surcharge)  
 Municipal Solid Waste - Compacted minimal  
 Municipal Solid Waste - Loose (plus surcharge)  
 Municipal Solid Waste - Loose minimal  
 Surcharge  
 Special waste - Liquids  
 Small Animal  
 Large Animal  
 Weight/Scale  
 Ticket/Copy  
 Loads not covered with tarp or net  
 Residential Garbage Collection  
 Disposal Pass Through  
 Mobile Home Service  
 Disposal Pass Through  
 Composting  
 Recycling  
 Environment Fee  
 Toter Exchange (after grace period)  
 Replacement Toter (damaged or lost by customer)  
 Extra Tote  
 Out of Cycle Brush or Bulk Trash Pickup  
 Additional Out of Cycle Brush or Bulk Trash Pickup  
 Animal pickup (greater than 10 pounds)

per ton	\$55.26	per ton	\$55.26
less than 360lbs	\$20.00	less than 360lbs	\$20.00
per ton	\$55.26	per ton	\$55.26
less than 360lbs	\$20.00	less than 360lbs	\$20.00
per ton	\$11.00	per ton	\$11.00
per gallon	\$0.26	per gallon	\$0.26
each	\$8.70	each	\$8.70
each	\$33.48	each	\$33.48
each	\$1.20	each	\$1.20
each	\$2.39	each	\$2.39
per occurrence	\$5.00	per occurrence	\$5.00
per month	\$7.82	per month	\$7.82
per month	\$4.69	per month	\$4.69
per month	\$6.37	per month	\$6.37
per month	\$4.69	per month	\$4.69
per month	\$2.12	per month	\$2.12
per month	\$3.49	per month	\$3.49
per month	\$0.40	per month	\$0.40
per tote	\$25.00	per tote	\$25.00
per tote	\$50.00	per tote	\$50.00
per month	\$5.00	per month	\$5.00
first 2 cubic yards	\$50.00	first 2 cubic yards	\$50.00
subsequent yard	\$25.00	subsequent yard	\$25.00
per animal	\$50.00	per animal	\$50.00

WATER, WATER RECLAMATION AND LABORATORY

WATER TAPS:

3/4" tap - Material, labor and equipment  
 1" tap - Material, labor and equipment

per tap	\$1,420.20	per tap	\$1,494.00
per tap	\$1,509.20	per tap	\$1,583.00

1 1/2" tap - Material, labor and equipment	
1" Water Service Split	
2" Water Service Commercial and Domestic	
2" Water Service Irrigation	
Above 12" in size will be quoted using current pricing for meter/materials	
Water tap in TXDOT Right of Way	

per tap	\$2,905.00	per tap	\$2,978.80
per split	\$250.00	per split	\$268.45
per tap	\$4,371.20	per tap	\$4,445.00
per tap	\$3,371.20	per tap	\$3,445.00
To be determined by job		To be determined by job	
To be determined by project		To be determined by project	

#### WATER METER SET/INSTALL, IF THE WATER TAP EXISTS:

5/8" meter - Material, labor and equipment	
3/4" meter - Material, labor and equipment	
1" meter - Material, labor and equipment	
Above 1" in size will be quoted using current pricing for meter/materials	

per meter	\$200.00	per meter	\$200.00
per meter	\$175.00	per meter	\$200.00
per meter	\$250.00	per meter	\$300.00
To be determined by job		To be determined by job	

#### SEWER TAPS:

4" tap - Material, labor and equipment - Out of manhole	
4" tap - Material, labor and equipment - Internal manhole drop	
6" tap - Material, labor and equipment - Out of manhole	
6" tap - Material, labor and equipment - With manhole	
Additional charge per foot of depth for manholes over 8 feet deep	

Sewer tap in TXDOT Right of Way

per tap	\$1,441.40	per tap	\$1,527.50
per tap	\$1,180.00	per tap	\$1,253.80
per tap	\$1,560.00	per tap	\$1,646.10
per tap	\$3,712.00	per tap	\$3,835.00
per foot	\$200.00	per foot	\$200.00
To be determined by project		To be determined by project	

#### SEPTAGE:

Septage/chemical toilet waste received at treatment plant (inside Kerr County)	
Septage/chemical toilet waste received at treatment plant (outside Kerr County)	
Septage/chemical toilet waste spill surcharge (@ Treatment Facility only)	

per gallon	\$0.08	per gallon	\$0.08
per gallon	\$0.16	per gallon	\$0.16
per incident		\$75.00	
per book		\$5.00	

#### MANIFEST BOOKS:

#### LABOR AND EQUIPMENT FOR REQUESTED SERVICES:

Labor - Business Hours	
Labor - After Business Hours/Holidays/Weekends (4 hour minimum)	
Backhoe/Loader	
Dump Truck	
Crane Truck	
Vac-con Hydro-jet Cleaner/Vaccum Truck	
Air Compressor	
Televising Wastewater Mains (per hour - includes crew and equipment)	
Service Truck with tools	
Backflow Prevention Test - Reduced Pressure Zone Device	
Backflow Prevention Test - Double Check Device	
Scale Fee	
Water Violation Reconnect Fee	
Sewer Only Customers	
Inspection Fee For Privately installed water + wastewater tap	

per hour/person	\$27.50	per hour/person	\$27.50
per hour/person		\$41.25	
per hour	\$45.00	per hour	\$45.00
per truck	\$30.00	per truck	\$30.00
per hour	\$40.00	per hour	\$40.00
per hour	\$95.00	per hour	\$95.00
per hour	\$12.50	per hour	\$12.50
per hour	\$150.00	per hour	\$150.00
per hour	\$25.00	per hour	\$25.00
per test	\$100.00	per test	\$100.00
per test	\$70.00	per test	\$70.00
each	\$1.00	each	\$1.00
each account	\$25.00	each account	\$25.00
each account	\$50.00	each account	\$50.00
each account	\$50.00	each account	\$50.00

#### WATER WELL LICENSE APPLICATION:

each license	\$50.00	each license	\$50.00
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#### LABORATORY SERVICES (by parameter, per each test):

Alkalinity (as CaCO <sub>2</sub> )	
Ammonia Nitrogen	
Total BOD5	
Carbonaceous BOD5	
Chloride	
Conductivity	
Iron	
Hardness, Total	
Nitrogen, Nitrate	
Nitrogen, Nitrite	
Oil and Grease	
Phosphorus, Total	
Solids, Total Dissolved	
Solids, Total Suspended	
Solids, Volatile Suspended	
Sulfate	
Total Organic Carbon	

per test	\$20.00	per test	\$20.00
per test	\$30.00	per test	\$30.00
per test	\$33.00	per test	\$33.00
per test	\$40.00	per test	\$40.00
per test	\$10.00	per test	\$10.00
per test	\$5.00	per test	\$5.00
per test	\$15.00	per test	\$15.00
per test	\$15.00	per test	\$15.00
per test	\$18.00	per test	\$18.00
per test	\$18.00	per test	\$18.00
per test	\$45.00	per test	\$45.00
per test	\$20.00	per test	\$20.00
per test	\$35.00	per test	\$35.00
per test	\$15.00	per test	\$15.00
per test	\$15.00	per test	\$15.00
per test	\$15.00	per test	\$15.00
per test	\$50.00	per test	\$50.00

#### BACTERIOLOGICAL TEST:

Total Coliform/E. Coli (presence/absence)	
Total Coliform/E. Coli Enumeration (Quanti-Tray)	

per test	\$18.00	per test	\$18.00
per test	\$20.00	per test	\$20.00
per test		\$25.00	

#### SAMPLE COLLECTION FEE

Water Sample Collection Fees (inside of city limits only)

STANDARD ANALYSIS PACKAGE (DRINKING WATER)

Included: Alkalinity, chlorides, conductivity, total hardness, Iron, Nitrate, Sulfate, total dissolved solids, total coliform/E. coli

**WATER RECORDS/FINANCE DEPARTMENT**

RETURNED ITEM HANDLING:

(Checks, bank drafts, credit or debit cards)

per test	\$100.00	per test	\$100.00
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LIEN FILING FEE

NEW ACCOUNT FEE (water, sewer, garbage):

NEW ACCOUNT FEE (water, sewer, garbage - with auto payment option):

per item	\$25.00	per item	\$25.00
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ACTUAL COST	ACTUAL COST
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per account	\$25.00	per account	\$25.00
per account	\$15.00	per account	\$15.00

UTILITY CUSTOMER DEPOSIT:

Residential  
Commercial

per account	\$75.00	per account	\$75.00
per account	\$75 or 2x Avg Usage	per account	\$75 or 2x Avg Usage

SERVICE CHARGE:

(new account turn-on, pull or lock meter, additional trips to meter locations, and accounts not paid in full by 5:00 p.m. on due date)

During regular business hours

After regular business hours, weekends, holidays

per account	\$25.00	per account	\$25.00
per account	\$50.00	per account	\$50.00

WATER RATES - INSIDE CITY LIMITS:

Residential

Monthly Account Maintenance Fee plus  
0 - 6000 gallons  
6,001 - 15,000 gallons  
15,001 - 25,000 gallons  
25,001 - 50,000 gallons  
50,001 and up gallons

per account	\$11.43	per account	\$11.43
per 1,000	\$3.06	per 1,000	\$3.06
per 1,000	\$3.46	per 1,000	\$3.46
per 1,000	\$4.38	per 1,000	\$4.38
per 1,000	\$5.57	per 1,000	\$5.57
per 1,000	\$7.12	per 1,000	\$7.12

Commercial

Monthly Account Maintenance Fee plus  
0 - 25,000 gallons  
25,001 - 50,000 gallons  
50,001 and up gallons

per account	\$11.43	per account	\$11.43
per 1,000	\$3.43	per 1,000	\$3.43
per 1,000	\$3.88	per 1,000	\$3.88
per 1,000	\$4.41	per 1,000	\$4.41

Irrigation

Monthly Account Maintenance Fee plus  
0 - 15,000 gallons  
15,001 - 25,000 gallons  
25,001 and up gallons

per account	\$11.43	per account	\$11.43
per 1,000	\$4.38	per 1,000	\$4.38
per 1,000	\$5.38	per 1,000	\$5.38
per 1,000	\$6.87	per 1,000	\$6.87

Fire Hydrant

Monthly Account Maintenance Fee plus  
Deposit (refundable)  
Meter Set-up or Move  
New Account Fee  
0 - 15,000 gallons  
15,001 - 25,000 gallons  
25,001 and up gallons

per account	\$62.40	per account	\$62.40
per account	\$2,750.00	per account	\$2,750.00
per account	\$200.00	per account	\$200.00
per account	\$25.00	per account	\$25.00
per 1,000	\$4.38	per 1,000	\$4.38
per 1,000	\$5.38	per 1,000	\$5.38
per 1,000	\$6.87	per 1,000	\$6.87

WATER RATES - OUTSIDE CITY LIMITS

Residential

Monthly Account Maintenance Fee plus  
0 - 6000 gallons  
6,001 - 15,000 gallons  
15,001 - 25,000 gallons  
25,001 - 50,000 gallons  
50,001 and up gallons

per account	\$17.15	per account	\$17.15
per 1,000	\$4.59	per 1,000	\$4.59
per 1,000	\$5.19	per 1,000	\$5.19
per 1,000	\$6.57	per 1,000	\$6.57
per 1,000	\$8.36	per 1,000	\$8.36
per 1,000	\$10.68	per 1,000	\$10.68

Commercial

Monthly Account Maintenance Fee plus  
0 - 25,000 gallons  
25,001 - 50,000 gallons  
50,001 and up gallons

per account	\$17.15	per account	\$17.15
per 1,000	\$5.15	per 1,000	\$5.15
per 1,000	\$5.82	per 1,000	\$5.82
per 1,000	\$6.62	per 1,000	\$6.62

Irrigation

Monthly Account Maintenance Fee plus  
0 - 15,000 gallons  
15,001 - 25,000 gallons  
25,001 and up gallons

per account	\$17.15	per account	\$17.15
per 1,000	\$6.57	per 1,000	\$6.57
per 1,000	\$8.07	per 1,000	\$8.07
per 1,000	\$10.31	per 1,000	\$10.31

Fire Hydrant

Monthly Account Maintenance Fee plus  
Deposit  
Meter Set-up or Move  
New Account Fee

per account	\$93.60	per account	\$93.60
per account	\$2,750.00	per account	\$2,750.00
per account	\$200.00	per account	\$200.00
per account	\$25.00	per account	\$25.00

0 -15,000 gallons	per 1,000	\$6.57	per 1,000	\$6.57
15,001 - 25,000 gallons	per 1,000	\$8.07	per 1,000	\$8.07
25,001 and up gallons	per 1,000	\$10.31	per 1,000	\$10.31
<b>EFFLUENT OR RE-USE WATER (pumped):</b>				
Monthly Account Maintenance Fee plus (unless otherwise agreed to in separate contract)	per account	\$11.43	per account	\$11.43
	per/1,000 gallons	\$0.38	per/1,000 gallons	\$0.38

#### WATER BY THE TRUCK LOAD:

##### Re-Use Water

0 - 3,000 gallons  
3,000 - 8,000 gallons

##### Potable Water

0 - 3,000 gallons  
3,000 - 8,000 gallons

per load	\$10.00	per load	\$10.00
per load	\$17.50	per load	\$17.50
per load	\$12.50	per load	\$12.50
per load	\$20.00	per load	\$20.00

#### SEWER RATES - INSIDE CITY LIMITS:

##### Residential

Monthly Account Maintenance Fee plus  
New account with no consumption history  
Per 1,000 gallons (winter average of Dec-Jan-Feb consumption)

per account	\$8.55	per account	\$8.55
4,000 gallon min.	\$20.68	4,000 gallon min.	\$20.68
per/1000 gallons	\$5.17	per/1,000 gallons	\$5.17

##### Commercial

Monthly Account Maintenance Fee plus  
Per 1,000 gallons

per account	\$8.55	per account	\$8.55
per/1,000 gallons	\$5.50	per/1,000 gallons	\$5.50

##### Wholesale

Wholesale Sewer rate  
Wholesale sewer rate excess capacity

per/1,000 gallons	\$5.10	per/1,000 gallons	\$5.10
per day	\$1,000.00	per day	\$1,000.00

#### SEWER RATES - OUTSIDE CITY LIMITS:

##### Residential

Monthly Account Maintenance Fee plus  
Per 1,000 gallons

per account	\$12.83	per account	\$12.83
per/1,000 gallons	\$7.76	per/1,000 gallons	\$7.76

##### Commercial

Monthly Account Maintenance Fee plus  
Per 1,000 gallons

per account	\$12.83	per account	\$12.83
per/1,000 gallons	\$8.25	per/1,000 gallons	\$8.25

##### Wholesale

Wholesale Sewer rate  
Wholesale sewer rate excess capacity

per/1,000 gallons	\$5.10	per/1,000 gallons	\$5.10
per day	\$1,000.00	per day	\$1,000.00

**NOTE:** Outside city limits - water and sewer rates are 1 1/2 times inside city limits rates.

## **Agenda Item:**

3C. Interlocal agreement between the County of Kerr and City of Kerrville, Texas providing for the housing of city prisoners. (staff)

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

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**SUBJECT:** Inter-local Agreement with Kerr County, Kerr County Sheriff's Office regarding the housing of City of Kerrville prisoners.

**FOR AGENDA OF:** September 8, 2015    **DATE SUBMITTED:** August 28, 2015

**SUBMITTED BY:** Chief David J. Knight    **CLEARANCES:** Mike Hayes, City Attorney

**EXHIBITS:** Inter-local Agreement

**AGENDA MAILED TO:**

**APPROVED FOR SUBMITTAL BY CITY MANAGER:** 

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

**PAYMENT TO BE MADE TO:**

**REVIEWED BY THE FINANCE DIRECTOR:**

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**SUMMARY STATEMENT**

City prisoners are currently housed at the Kerr County Jail in accordance with an interlocal agreement between the City of Kerrville and Kerr County which has been in effect since October 1, 2011. The term of this agreement has expired and requires renewal. City prisoners are persons charged with a violation of a city ordinance and state laws, which are classified as class "C" Misdemeanors committed within the city limits and within the jurisdiction of the Kerrville Municipal Court, as well as persons arrested by the Kerrville Police Department for higher level offenses who have not been formally charged by a Judge or Magistrate (warrantless arrest).

**RECOMMENDED ACTION**

The Chief of Police recommends the city council approve the inter-local agreement with Kerr County and authorize the Mayor to sign the agreement.

THE STATE OF TEXAS

COUNTY OF KERR

**INTERLOCAL AGREEMENT BETWEEN THE COUNTY OF  
KERR AND CITY OF KERRVILLE, TEXAS  
PROVIDING FOR THE HOUSING OF CITY PRISONERS**

This Interlocal Agreement is entered into between **Kerr County, Texas**, a body corporate and politic acting herein by and through its Commissioners Court, hereinafter referred to as "County", and the **City of Kerrville**, hereinafter referred to as "City".

**WHEREAS**, the **City** desires the **County** to assist in the care, custody and support of prisoners of the said **City** for the consideration and terms and conditions hereinafter set out; and,

**WHEREAS**, the **City**, acting by and through its duly elected governing body has determined that it would be of material benefit to said **City** to provide for such care of said prisoners; and,

**WHEREAS**, the **County** desires to assist the **City** in the care, custody and support of prisoners of the said **City** for the consideration and terms and conditions hereinafter set out; and,

**WHEREAS**, the Commissioners Court of Kerr County, Texas, has passed an order authorizing the Sheriff of Kerr County, Texas, to accept from duly authorized law enforcement officers of said **City** all prisoners of the **City** under the terms and conditions and for the consideration hereinafter set out; and,

**WHEREAS**, the governing body of the **City** has duly authorized this Agreement; and,

**WHEREAS**, the governing body of the **County** has duly authorized this Agreement; and,

**WHEREAS**, this Agreement is made pursuant to and under the provisions of chapter 791, Texas Government Code.

**NOW, THEREFORE**, it is mutually agreed by and between the **County**, acting herein by and through its duly authorized Commissioners Court, and the **City**, acting herein by and through its duly authorized governing body as follows:

I.

The **County** agrees that the Sheriff of Kerr County, Texas, may, on and after the effective date of this instrument, accept from the duly authorized law enforcement officers of the **City**, any and all persons who, under the laws of the State of Texas, are prisoners of the respective city. For definition purposes, a **City** prisoner shall mean those persons charged with a violation of a **City** ordinance and State laws, which are classified as class "C" Misdemeanors, lying within the jurisdiction of the Municipal Court of herein above stated **City** in Kerr County, Texas. Furthermore, a **City** prisoner shall mean those persons arrested for class A and B Misdemeanors and Felonies who have not been formally charged by a Judge or Magistrate (warrantless arrest). Once the prisoner arrested for a class A and B misdemeanor or a felony has been formally charged by a warrant or magistrate by a Judge or Magistrate, the prisoner shall be the responsibility of the Sheriff and no longer considered a **City** prisoner for any purpose.

II.

The Sheriff of Kerr County, Texas, will house, support, maintain and confine said **City** prisoners in the **County** jail subject to the orders of a duly authorized Magistrate. The **County** and the **City** further agree that once a **City** prisoner is accepted and committed to the **County** jail, the Sheriff or his officer in charge of admissions, will release a **City** prisoner only when the discharge of the **City** prisoner is lawfully ordered or authorized by a Magistrate or any court of competent jurisdiction, provided, however, that nothing contained herein shall be construed to authorize or require the **County** or County Sheriff to incarcerate or hold any person contrary to the Constitution and the Laws of the State of Texas and the United States of America.

III.

- A. The County Sheriff and/or his officer in charge of admissions at the **County** jail, may refuse to accept an injured or ill **City** prisoner, when in the judgment of the County Sheriff and/or his officer, medical attention is necessary before confinement and the prisoner has not been magistrated. It is agreed and understood between the **County** and the **City** that the County Sheriff and/or his officer in charge of admissions at the **County** jail, shall determine, upon presentation of the **City** prisoner at the **County** jail, whether at that time, at the sole discretion of the County Sheriff and/or his officer, the **City** prisoner should be accepted in the **County** jail or transported to the nearest hospital by the law enforcement officers of the **City**.
- B. It is further agreed that during the confinement of any **City** prisoner in the **County** jail, the **County**, acting by and through the County Sheriff and/or his officer, will provide all necessary medical treatment and hospitalization for all **City** prisoners whether they become sick or injured.

IV.

The **City** agrees to pay the Treasurer of Kerr County, Texas, at the end of each calendar month the sum of **FORTY-FIVE DOLLARS (\$45.00)** per day, per **City** prisoner that has been incarcerated in the **County** jail. The Sheriff agrees to provide a monthly statement showing the name of each **City** prisoner, the charge, the number of days served by each prisoner and the total amount due the **County**, to the **City**. For purposes of this Agreement, confinement on any calendar day, regardless of the amount of time spent in confinement, shall count as one full day of confinement. In calculating the number of days a certain **City** prisoner was confined, the day of arrival will be counted but not the day of departure, unless the same then counts as one day.

V.

The terms of this Agreement shall commence on **October 1, 2015**, and end by mutual agreement of both parties, or after ninety (90) days written notice from either party. It is further understood and agreed that this Agreement may be terminated at any time by either party upon ninety (90) days written notice of an order or resolution of the respective governing body of such termination to the other party and no further liability thereon will remain, other than that which has accrued before termination. Unless modified herein, all terms and provisions of this agreement between the parties which relates to prisoner housing shall remain in effect.

VI.

To the extent permitted by law, the **City** agrees to save and hold the **County** harmless from liability for injury or death of any person or damage to any property arising out of or in connection with any act or omission of the **City** performed under this Agreement. To the extent permitted by law, the **County** agrees to save and hold the **City** harmless from liability for injury or death of any person or damage to any property arising out of or in connection with any act or omission of the **County** performed under this Agreement.

VII.

IN WITNESS WHEREOF, the parties put their hands to this Agreement on the dates indicated below, but Effective October 1, 2015.

KERR COUNTY

By   
Tom Pollard, County Judge

ATTEST:

  
Rebecca Bolin, County Clerk

Date: Aug. 24, 2015

CITY OF KERRVILLE

By: \_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Secretary

Date: \_\_\_\_\_

## **Agenda Item:**

3D. Resolution No. 25-2015, approving the budget for fiscal year 2016 for the Kerr Emergency 9-1-1 Network. (staff)

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

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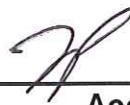
**SUBJECT:** Kerr Emergency 9-1-1 Network Budget for Fiscal 2016

**FOR AGENDA OF:** September 8, 2015 **DATE SUBMITTED:** August 21, 2015

**SUBMITTED BY:** Chief David J. Knight **CLEARANCES:** Mike Hayes, City Attorney

**EXHIBITS:** Resolution, Proposed Budget Fiscal 2016

**AGENDA MAILED TO:** Mark Del Toro, Kerr Emergency 9-1-1 Network, 819 Water Street, Suite 270, Kerrville, Texas 78028

**APPROVED FOR SUBMITTAL BY CITY MANAGER:** 

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

**PAYMENT TO BE MADE TO:**

**REVIEWED BY THE FINANCE DIRECTOR:**

**SUMMARY STATEMENT**

The city has received the proposed 2016 budget for the Kerr Emergency 9-1-1 Network. The FY 2016 proposed operating budget totals \$408,500.00 as compared to \$403,500.00 in FY 2015, for an overall increase of 1.24%. The change in revenue can be attributed to very slight increases in wireless, VoIP and interest income.

The Texas Health and Safety Code, Subchapter D, The Emergency Telephone Number Act requires the 9-1-1 Board to present to the governing body of the participating jurisdictions (cities) and to the county commissioners court no later than 45 days prior to the date the budget is adopted. The participating jurisdictions shall review the proposed budget and submit any comments regarding the budget to the 9-1-1 board. The budget must be approved by a majority of the participating jurisdictions. If no action is taken on the proposed budget before the 61<sup>st</sup> day after the proposed budget is received, the budget is approved by operation of law. The city received the proposed 9-1-1 budget on August 17, 2015.

**RECOMMENDED ACTION**

Recommend approval of the proposed budget for the Kerr Emergency 9-1-1 District for FY 2016.

**CITY OF KERRVILLE, TEXAS  
RESOLUTION NO. 25-2015**

**A RESOLUTION APPROVING THE BUDGET FOR FISCAL YEAR 2016  
FOR THE KERR EMERGENCY 9-1-1 NETWORK**

**WHEREAS**, in accordance with Section 772.309 of the Texas Health and Safety Code, the Executive Director of the Kerr Emergency 9-1-1 Network has prepared and presented to the City Council a budget for the Network's fiscal year commencing January 1, 2016; and

**WHEREAS**, the City Council of the City of Kerrville, Texas, finds it to be in the public interest to approve said budget;

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

The City Council of the City of Kerrville, Texas, approves the 2016 Fiscal Year Budget for the Kerr Emergency 9-1-1 Network as presented and set forth in **Exhibit A**.

**PASSED AND APPROVED ON** this the \_\_\_\_\_ day of \_\_\_\_\_, A.D.,  
2015.

\_\_\_\_\_  
Jack Pratt, Jr., Mayor

APPROVED AS TO FORM:



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

ATTEST:

\_\_\_\_\_  
Brenda G. Craig, City Secretary



Subject: Proposed 2016 Budget

07-29-2015

1. 100 Revenue. Estimated Net Income: \$408,500.00 based on an overall increase of 1.24% from 2014's income. The change in revenue can be attributed to very slight increases in wireless, VoIP and interest income.
2. 200 Payroll. Payroll expenses include a 4% salary increase for current staff members, and a 1.39% decrease in health care insurance costs. Payroll overhead includes staff salaries, payroll taxes, retirement account contributions, employee life insurance and Texas Workforce Commission unemployment insurance costs. There is a \$15,700.00, or 9.09% decrease in costs compared to last year.
3. 300 Operations (PSAP/Call Centers). This expense category includes all operation and maintenance expenses for the Public Safety Answering Point (911 backroom server / telephony equipment / software) and the two call centers (KPD & KCSO). Our expenses will increase \$12,030.00 or 13.27% due to the addition of Text to 9-1-1 capabilities, and anticipated costs of additional trunks from the selective router, and additional funds allocated for dispatcher training due to the added call-taking enhancement.
4. 400 Direct Services. Direct Services will see a \$4,070.00 annual increase or 7.58%. Direct services includes office supplies, office equipment repair/replacement, district liability insurance, staff professional training, office space lease, attorney, CPA and auditor expenses and banking fees.
5. 500 Miscellaneous. Misc expenses are projected to increase by \$2,600.00 or 6.75% in 2016. Misc expenses include GIS costs, dues and subscriptions, public education / advertising, Texas 911 Alliance meetings and NENA/APCO conferences.
6. 700: PSAP Equipment Replacement: This category has been increased by \$20,000.00 or 66.67% to rebuild the PSAP capital replacement fund. The capital replacement fund was utilized for the PSAP upgrade in 2015. The increase will also be utilized for unknown costs as we go forward in the coming years in preparation for the Nextgen 9-1-1 implementation.
7. 800: Miscellaneous PSAP Upgrades: This category is established to cover expenses for software/ equipment upgrades to the PSAP as we prepare for NextGen 9-1-1.

**Capital Considerations:** The capital cash accounts will have a balance in excess of **\$575,000.00** at the end of 2015 from nominal interest and scheduled PSAP Equipment Replacement transfers. We expect our end-of-2016 capital balance to be in the neighborhood of \$610,000.00. This final figure includes all capital expenses and revenue of \$51,800.00. The primary source of revenue is from “planned” operating funds transfers and 9-1-1 sign sales cost-recovery.

**9-1-1 Emergency Service Fee:** The Texas Health and Safety Code – Chapter 772.314 (d): *The board shall set the amount of the fee each year as part of the annual budget.*

For the 2016 budget, Kerr 9-1-1 will leave the service fee rates unchanged. Residential, Business, Trunk, VOIP, will remain at \$.050 per month.

Vision for 2016:

1. Continued 9-1-1 sign sales.
2. Enhanced 9-1-1 public education.

Conclusions & Recommendations:

1. The 2016 proposal is balanced budget.
2. This budget more than adequately addresses the expected operating needs of our district in providing state-of-the-art 9-1-1 workstations/software and continue our efforts to enhance Geographic Information Systems (GIS).
3. Our district’s vision and public-funds stewardship is based firmly in the state and local government codes, guided by conservative spending and liberal savings policies.
4. Kerr 9-1-1 Board of Managers Budget approval date: July 29, 2015.

Mark Del Toro  
Executive Director  
Kerr Emergency 9-1-1 Network

**Kerr Emergency 911 Network  
2016 Opr. Budget - Proposed**

		2015 Approved	2016 Proposed	Delta	% Change
<b>100 - Revenue</b>					
101 - Local 911 Service		134,000.00	130,000.00	-4,000.00	-2.99%
105 - Wireless Emergency Income		250,000.00	258,000.00	8,000.00	3.20%
110 - VoIP Service Fees		17,000.00	19,000.00	2,000.00	11.76%
120 - Interest Income		2,500.00	1,500.00	-1,000.00	-40.00%
<b>Total 100 - Revenue</b>		<b>403,500.00</b>	<b>408,500.00</b>	<b>5,000.00</b>	<b>1.24%</b>
<b>200 - Payroll Expense</b>					
210 - Salary		120,000.00	108,000.00	-12,000.00	-10.00%
212 - Payroll Taxes		9,100.00	8,640.00	-460.00	-5.05%
213 - Medical Insurance Expense		36,000.00	35,500.00	-500.00	-1.39%
214 - TCDRS Expense Company		7,000.00	4,300.00	-2,700.00	-38.57%
215 - TCDRS OTLI		450.00	450.00	0.00	0.00%
225 - Texas Workforce Commission		140.00	100.00	-40.00	-28.57%
<b>Total 200 - Payroll Expense</b>		<b>172,690.00</b>	<b>156,990.00</b>	<b>-15,700.00</b>	<b>-9.09%</b>
<b>300 - Operations (PSAP)</b>					
310 - PSAP Floor Space Lease		6,000.00	6,000.00	0.00	0.00%
315 - 911 Call Taker Training		8,000.00	10,000.00	2,000.00	25.00%
320 - Wireless Phase I Contracts		16,500.00	16,500.00	0.00	0.00%
321 - AT&T Wireless Tariff		1,805.00	1,910.00	105.00	5.82%
330 - Intradco Service Charge		18,000.00	18,000.00	0.00	0.00%
331 - Text to 9-1-1 Charges		0.00	8,000.00	8,000.00	#DIV/0!
335 - ALI MPLS		4,075.00	5,000.00	925.00	22.70%
336 - ALI AT&T DATA COMM		500.00	500.00	0.00	0.00%
337 - AT&T SR Fees		4,500.00	4,500.00	0.00	0.00%
350 - PSAP Trunk Charges		18,000.00	20,000.00	2,000.00	11.11%
355 - Language Line		500.00	500.00	0.00	0.00%
357 - PSAP Fiber ADMIN/KPD/KCSO		2,000.00	2,000.00	0.00	0.00%
365 - Wireless Redundancy MRC		750.00	750.00	0.00	0.00%
370 - PSAP Repairs & Maintenance		10,000.00	9,000.00	-1,000.00	-10.00%
<b>Total 300 - Operations (PSAP)</b>		<b>90,630.00</b>	<b>102,660.00</b>	<b>12,030.00</b>	<b>13.27%</b>
<b>400 - Direct Services</b>					
410 - Office Supplies		3,000.00	3,000.00	0.00	0.00%
412 - Office Equipment & Repairs		2,000.00	4,000.00	2,000.00	100.00%
420 - Liability Insurance		2,750.00	2,750.00	0.00	0.00%
430 - Professional Development		5,000.00	6,000.00	1,000.00	20.00%
440 - Rent		25,500.00	26,500.00	1,000.00	3.92%
450 - Professional Fees		15,000.00	15,000.00	0.00	0.00%
460 - Postage & Delivery		330.00	400.00	70.00	21.21%
490 - Bank Service Charges		100.00	100.00	0.00	0.00%
<b>Total 400 - Direct Services</b>		<b>53,680.00</b>	<b>57,750.00</b>	<b>4,070.00</b>	<b>7.58%</b>
<b>500 - Miscellaneous</b>					
502 - Pictometry Annual Payment		8,000.00	8,000.00	0.00	0.00%
510 - Awards & Honorariums		500.00	500.00	0.00	0.00%
520 - Dues & Subscriptions		1,000.00	1,000.00	0.00	0.00%
530 - Public Education & Advertising		5,000.00	6,600.00	1,600.00	32.00%
550 - Telecommunications		9,000.00	9,000.00	0.00	0.00%
560 - Sundry		2,000.00	2,000.00	0.00	0.00%
570 - Texas 911 Alliance Meetings		8,000.00	7,000.00	-1,000.00	-12.50%
575 - Nena/APCO Conferences		5,000.00	7,000.00	2,000.00	40.00%

**Kerr Emergency 911 Network  
2016 Opr. Budget - Proposed**

Total 500 - Miscellaneous	38,500.00	41,100.00	2,600.00	6.75%
600 - Discretionary Communications				
610 - VFD Pager Service	9,000.00	0.00	-9,000.00	-100.00%
620 - Kerr County VFD Radio Tower Service	9,000.00	0.00	-9,000.00	-100.00%
Donation				
Total 600 - Discretionary Communications	18,000.00	0.00	-18,000.00	-100.00%
700 - PSAP Equipment Repacement Account				
710 - Operating to Capital Fund Transfer	30,000.00	50,000.00	20,000.00	66.67%
Total 700 - PSAP Equipment Repacement Account	30,000.00	50,000.00	20,000.00	66.67%
Annual Budget Totals	403,500.00	408,500.00	5,000.00	1.24%
Net Income	403,500.00	408,500.00	5,000.00	1.24%
Projected Budget Surplus/Deficit	0.00	0.00	0.00	#DIV/0!

Kerr Emergency 911 Network  
2015 Cap. Budget Approved

2015 Budget Capital Cash	Approved	Comments
<b>Capital Expenses - 800</b>		
804 - Sign Materials	\$2,000.00	Sign Blanks and Vinyl
880 - Misc PSAP Upgrades	\$25,000.00	
<b>Total - 800</b>	<b>\$27,000.00</b>	
 <b>Capital Income - 900</b>		
901 - Sign Sales (Recovery)	\$1,800.00	90% Recovery
902 - Equipment Replacement Fund Transfers	\$50,000.00	It is likely we'll transfer additional surplus operating funds before EOY.
<b>Total - 900</b>	<b>\$51,800.00</b>	
 <b>2016 Starting Capital Balance (Est.)</b>	<b>\$108,062.05</b>	
<b>2016 Net Capital Expenses</b>	<b>\$27,000.00</b>	
<b>2016 Net Capital Income</b>	<b>\$51,800.00</b>	
<b>Projected End-of-2016 Capital Balance</b>	<b>\$132,862.05</b>	

## **Agenda Item:**

3E. Administrative services contract between City of Kerrville, Texas and City of Kerrville, Texas Economic Improvement Corporation. (staff)

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

---

**SUBJECT:** Administrative Services Contract between the City of Kerrville, Texas Economic Improvement Corporation and the City of Kerrville, Texas

**FOR AGENDA OF:** September 8, 2015 **DATE SUBMITTED:** August 31, 2015

**SUBMITTED BY:** Ashlea Boyle  **CLEARANCES:** Todd Parton  
Special Projects Manager City Manager

**EXHIBITS:** Fiscal Year 2015 EIC Administrative Services Contract

**AGENDA MAILED TO:**

**APPROVED FOR SUBMITTAL BY CITY MANAGER:** 

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

**REVIEWED BY THE DIRECTOR OF FINANCE:**

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**SUMMARY STATEMENT**

Attached is the FY2015 Administrative Services Contract between the City of Kerrville and the Economic Improvement Corporation (EIC). The City of Kerrville provides services to the EIC through an annual contract. This contact includes services for engineering and project management, legal, financial, and administrative support. EIC compensates the City \$100,000 for these services. The current contract expires on September 30, 2015 thus necessitating a new contract for FY2016.

Staff will provide a report to the EIC at its September meeting with any proposed changes requested by City Council for the FY2016 contract. The final contract will then be presented to City Council for approval.

**RECOMMENDED ACTION**

City staff is requesting the consideration of the EIC Administrative Services Contract and direction for any modifications to be made for the FY2016 contract.

## **ADMINISTRATIVE SERVICES CONTRACT BETWEEN CITY OF KERRVILLE, TEXAS AND CITY OF KERRVILLE, TEXAS ECONOMIC IMPROVEMENT CORPORATION**

THIS CONTRACT is entered into and effective as of the 1st day of October 2015, by and between the City of Kerrville, Texas, ("City") and the City of Kerrville, Texas Economic Improvement Corporation ("EIC") for and in consideration of the following promises and conditions:

### **ARTICLE I** **SERVICES PROVIDED BY CITY**

City agrees to provide the following services to the EIC subject to the limitations and conditions set forth below:

- A. Engineering and Project Management Services: City agrees to provide engineering and project management services, to include design, bid, and construction phases, for EIC-funded projects that involve improvements to City and/or public property. For such projects requiring expenditures estimated at more than \$25,000.00 for construction, City may contract for specialized engineering services and EIC agrees to pay for such services as part of a project, which is authorized by the EIC to be funded in whole or in part by sales tax revenues generated pursuant to the authority of Chapters 501, 502, and 505 of the Texas Local Government Code.
- B. Legal Services: City agrees the City Attorney will be the legal advisor of, and attorney for, the EIC, which representation will include review of documents, contracts, and other instruments as to form and legality, the conduct of legal research, and, if requested, the issuance of legal opinions. In the provision of legal services by the City Attorney, the City Attorney shall provide such services only if the provision of legal services to the EIC does not unreasonably impair his ability to provide legal services to the City. Furthermore, in the event the City Attorney determines that a legal or ethical conflict exists between the City and the EIC, the EIC agrees that the City Attorney may continue to represent the City on such matter notwithstanding such conflict provided the City Attorney has made reasonable disclosure of the conflict to the president of the EIC. Notwithstanding this paragraph, EIC shall at all times retain the right to hire counsel of its own choice at EIC expense.
- C. Financial Services: City agrees to provide accounting, banking, and investment services, including accounts receivable, accounts payable, investments, record keeping, financial reporting, and an audit of all funds. The City will provide a report at each regular monthly meeting of the EIC, such report to include a statement of revenues and expenditures for all funds and a cash flow analysis on a form approved by the EIC.
- D. Administrative Services: City will provide services from the City Manager to include secretarial and other clerical services, including taking minutes and preparation of resolutions and correspondence related to the operation of EIC. The City Manager or designee will engage with the EIC in a manner comparable to the role identified by Section 6.04 of the City Charter.

- E. Investment Officer: The City's Director of Finance will serve as the EIC's investment officer in accordance with the EIC's Investment Policy, as may be amended.
- F. Regulatory Financial Reporting: The City's Director of Finance shall prepare all financial reports required by state and federal regulatory agencies.
- G. Annual Audit: The City's Director of Finance shall include the EIC's financial information as part of the City's Comprehensive Annual Financial Report (CAFR).
- H. Project Reports: The City Manager or designee shall provide a report at each regular monthly meeting of the EIC on all ongoing projects which are subject to a funding agreement with the EIC. These reports shall include the status and estimated completion date of each project and verification that performance criteria are being met.
- I. Staff Reports: The City Manager or designee shall prepare a report on each application for EIC funds, such report to include the following information:
  - 1. Complete Application
  - 2. Financial Impact Analysis
    - a. Total payroll
    - b. Payroll multiplier
    - c. Sales and ad valorem tax generation
  - 3. Return on Investment Analysis
    - a. Property tax – City, County, and KISD
    - b. Sales tax – City and County
    - c. Payroll multiplier
    - d. Timeline by which return is realized
  - 4. Feasibility Analysis
    - a. Land – size, zoning, platting, building/fire codes
    - b. Building – size, suitability, condition
    - c. Infrastructure – water, wastewater, streets, drainage, electricity, public safety

**J. Prospect Support Services:** The City Manager or designee shall ensure that the following support services as provided by City staff are provided to the EIC in the review and processing of applications for EIC funds:

1. receive applications
2. evaluate applications for completeness
3. determine eligibility
4. facilitate submission before the EIC
5. provide technical evaluation ~~pursuant to Section 9, above~~
6. provide recommendations ~~to the Board~~
7. coordinate with other aligned agencies/entities
8. identify appropriate incentives and programs

## ARTICLE II COMPENSATION

In consideration of the provision by City to EIC of the services described in Article I, above, EIC shall pay City the sum of \$100,000.00. It is agreed by the parties that this compensation is equal to the reasonable value of the services anticipated to be provided by City to the EIC. City shall deduct the payment required hereunder upon receipt of said sales tax revenues from the Comptroller of Public Accounts for the State of Texas.

## ARTICLE III TERM

The Term of this Contract commences on October 1, 2015, and ends on September 30, 2016, subject to earlier termination as provided herein and extension by agreement of the parties hereto.

## ARTICLE IV TERMINATION

This Contract may be terminated by City or EIC for any reason, with or without cause, not earlier than thirty (30) days prior to delivery to the non-terminating party of a written notice of termination. EIC agrees to pay City the reasonable cost of services rendered by City up to the date of termination.

## ARTICLE V GOVERNING LAW

This Contract is subject to, governed by, and construed in accordance with the laws of the State of Texas.

IN WITNESS WHEREOF, the parties hereto have executed this Contract in the year and as of the date indicated.

*(signatures begin on following page)*

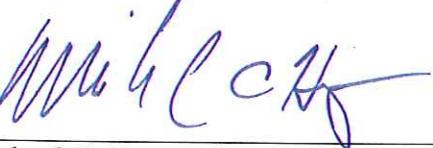
CITY OF KERRVILLE, TEXAS

By: \_\_\_\_\_  
Todd Parton, City Manager

ATTEST:

Cheryl Brown, Deputy City Secretary

APPROVED AS TO FORM:

  
Michael C. Hayes, City Attorney

CITY OF KERRVILLE, TEXAS ECONOMIC  
IMPROVEMENT CORPORATION

By: \_\_\_\_\_  
David Wampler, President

ATTEST:

Sheri Pattillo, Secretary-Treasurer

## **Agenda Item:**

4A. Second public hearing to set the 2015 ad valorem tax rate. (staff)

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

---

**SUBJECT:** 2<sup>nd</sup> Public Hearing – Ad Valorem Tax Rate for Tax Year 2015/Fiscal Year 2016

**FOR AGENDA OF:** September 8, 2015      **DATE SUBMITTED:** August 26, 2015

**SUBMITTED BY:** Sandra Yarbrough  
Director of Finance

**CLEARANCES:** Todd Parton  
City Manager

**EXHIBITS:**

**AGENDA MAILED TO:**



**APPROVED FOR SUBMITTAL BY CITY MANAGER:**

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

**PAYMENT TO BE MADE TO:**

**REVIEWED BY THE DIRECTOR OR FINANCE:**

**SUMMARY STATEMENT**

At the August 11, 2015 Council meeting, council voted to hold a public hearing to establish the proposed ad valorem tax rate for 2015 at \$0.5625/\$100 value. This rate exceeds the effective rate as calculated by the Tax Assessor-Collector of \$.550369% by 2.20%. The City is required to hold two public hearings since the proposed tax rate exceeds the effective tax rate.

This is the second public hearing on the proposed tax rate of \$0.5625/\$100.

**RECOMMENDED ACTION**

Staff recommends conducting first reading of ordinance to adopt the Ad Valorem Tax Rate for Tax Year 2015/Fiscal Year 2016.

## **Agenda Item:**

5A. Ordinance No. 2015-20, adopting the annual budget for the City of Kerrville, Texas, fiscal year 2016; providing appropriations for each city department and fund; containing a cumulative clause; and containing a savings and severability clause. (staff)

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

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**SUBJECT:** First Reading of Ordinance to Adopt Budget for FY16

**FOR AGENDA OF:** September 8, 2015    **DATE SUBMITTED:** August 26, 2015

**SUBMITTED BY:** Sandra Yarbrough  
Director of Finance

**CLEARANCES:** Todd Parton  
City Manager

**EXHIBITS:** Ordinance

**AGENDA MAILED TO:**

**APPROVED FOR SUBMITTAL BY CITY MANAGER:** 

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

**REVIEWED BY THE FINANCE DIRECTOR:**

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**SUMMARY STATEMENT**

The FY2016 proposed budget was presented to the City Council in a series of budget workshops and presentations beginning on June 9, 2015 and ending August 4, 2015.

The FY2016 proposed budget totals \$49,426,600 in revenues and \$48,231,567 in expenditures.

The complete proposed FY 2016 budget is on file in the city secretary's office, public library, as well as via the City's Website.

**RECOMMENDED ACTION**

Staff recommends approval of the ordinance by record vote on first reading to adopt the proposed budget for FY2016.

**CITY OF KERRVILLE, TEXAS  
ORDINANCE NO. 2015-20**

**AN ORDINANCE ADOPTING THE ANNUAL BUDGET  
FOR THE CITY OF KERRVILLE, TEXAS, FISCAL YEAR  
2016; PROVIDING APPROPRIATIONS FOR EACH CITY  
DEPARTMENT AND FUND; CONTAINING A  
CUMULATIVE CLAUSE; AND CONTAINING A SAVINGS  
AND SEVERABILITY CLAUSE**

**WHEREAS**, in accordance with Section 8.01 of the City Charter and Section 102.005 of the Texas Local Government Code, the City Manager of the City of Kerrville prepared and filed with the City Secretary on July 31, 2015, a proposed budget for the City of Kerrville, Texas, for the fiscal year beginning October 1, 2015, and ending September 30, 2016; and

**WHEREAS**, in accordance with Section 8.04 of the City Charter and Sections 102.006 and 102.065 of the Texas Local Government Code, and after providing the required public notice in the City's official newspaper not less than two weeks prior to the date of the public hearing, a public hearing was duly held on August 25, 2015, at the time and place set forth in the public notice, said date being more than thirty days subsequent to the filing of the proposed budget by the City Manager, at which all interested persons were given an opportunity to be heard for or against any item within the proposed budget; and

**WHEREAS**, after due deliberation, study, and consideration of the proposed budget, and after making such amendments to the budget proposed by the City Manager that the City Council has determined are (1) warranted by law or (2) in the best interest of the taxpayers of the City, the City Council is of the opinion that the Official Budget for the Fiscal Year 2016, with the amendments described and discussed, should be approved and adopted, in accordance with Section 8.06 of the City Charter and Section 102.007 of the Texas Local Government Code;

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

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

**SECTION TWO.** The budgets for each department of the City are hereby deemed to provide a complete financial plan of City funds and activities for the Fiscal Year 2016, in accordance with Section 8.05 of the City Charter and Chapter 102 of the Texas Local Government Code.

**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. The City Council of the City of Kerrville, Texas, hereby declares that it would have passed this Ordinance and each section, subsection, sentence, clause, or phrase hereof irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases be declared unconstitutional or invalid.

**THE MEMBERS OF CITY COUNCIL VOTED AS FOLLOWS IN ACCORDANCE WITH THE CITY CHARTER AND STATE LAW:**

**FIRST READING:**

- **A RATIFICATION VOTE TO ADOPT THE BUDGET THAT WILL REQUIRE RAISING MORE REVENUE FROM PROPERTY TAXES THAN THE PREVIOUS FISCAL YEAR.**
- **TO APPROVE THE BUDGET ON 1<sup>ST</sup> READING OF THE ORDINANCE AS FOLLOWS:**

	YES	NO
Jack Pratt, Mayor	_____	_____
Stephen P. Fine, Place 1	_____	_____
Bonnie White, Place 2	_____	_____
Gary Stork, Place 3	_____	_____
Gene Allen, Place 4 (record vote)	_____	_____

**PASSED AND APPROVED ON FIRST READING, this the \_\_\_\_\_ day of \_\_\_\_\_, A.D., 2015.**

**SECOND READING:**

- A RATIFICATION VOTE TO ADOPT THE BUDGET THAT WILL REQUIRE RAISING MORE REVENUE FROM PROPERTY TAXES THAN THE PREVIOUS FISCAL YEAR.
- TO APPROVE THE BUDGET ON 2<sup>ND</sup> READING OF THE ORDINANCE AS FOLLOWS:

	YES	NO
Jack Pratt, Mayor	_____	_____
Stephen P. Fine, Place 1	_____	_____
Bonnie White, Place 2	_____	_____
Gary Stork, Place 3	_____	_____
Gene Allen, Place 4 (record vote)	_____	_____

PASSED AND APPROVED ON SECOND AND FINAL READING, this the \_\_\_\_\_ day of \_\_\_\_\_, A.D., 2015.

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Jack Pratt, Jr., Mayor

ATTEST:

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Brenda G. Craig, City Secretary

APPROVED AS TO FORM:



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Michael C. Hayes, City Attorney

## **Agenda Item:**

5B. Ordinance No. 2015-21, levying an ad valorem tax for the use and the support of the municipal government for the City of Kerrville, Texas, for the fiscal year 2016; providing for apportioning each levy for specific purposes; and providing when taxes shall become due and when same shall become delinquent if not paid. (staff)

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

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**SUBJECT:** First Reading of Ordinance - Ad Valorem Tax Rate for 2015

**FOR AGENDA OF:** September 8, 2015 *DY* **DATE SUBMITTED:** August 26, 2015

**SUBMITTED BY:** Sandra Yarbrough  
Director of Finance

**CLEARANCES:** Todd Parton  
City Manager

**EXHIBITS:** Ordinance

**AGENDA MAILED TO:**

**APPROVED FOR SUBMITTAL BY CITY MANAGER:**

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

**PAYMENT TO BE MADE TO:**

**REVIEWED BY THE DIRECTOR OR FINANCE:**

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**SUMMARY STATEMENT**

At the August 11, 2015 Council meeting, council voted to hold two public hearings to establish the proposed ad valorem tax rate for 2015 at \$0.5625/\$100 value for the FY16 budget. This rate exceeds the effective rate as calculated by the Tax Assessor-Collector of \$0.550369%. The City was required to hold two public hearings since the proposed tax rate exceeds the effective tax rate.

The tax rate has two components. The M&O rate for the general operations of the City is proposed at \$0.4890 and the I&S rate for the General Fund's debt service is proposed at \$0.0735.

**RECOMMENDED ACTION**

Should council want to approve the proposed tax rate the following motion is required "I move that the property tax rate be increased by the adoption of a tax rate of \$0.5625 which is effectively a 2.20% increase in the tax rate" with the approval of the ordinance by record vote on the first reading as required.

**CITY OF KERRVILLE, TEXAS**  
**ORDINANCE NO. 2015-21**

**AN ORDINANCE LEVYING AN AD VALOREM TAX FOR THE USE AND  
THE SUPPORT OF THE MUNICIPAL GOVERNMENT FOR THE CITY OF  
KERRVILLE, TEXAS, FOR THE FISCAL YEAR 2016; PROVIDING FOR  
APPORTIONING EACH LEVY FOR SPECIFIC PURPOSES; AND  
PROVIDING WHEN TAXES SHALL BECOME DUE AND WHEN SAME  
SHALL BECOME DELINQUENT IF NOT PAID**

**WHEREAS**, the City Council finds that an ad valorem tax must be levied to provide for current expenses and improvements for the City of Kerrville, Texas, during the fiscal year 2016; and

**WHEREAS**, the City Council further finds that an ad valorem tax must be levied to provide for the payment of principal and interest on outstanding debt maturing in the fiscal year 2016; and

**WHEREAS**, after due deliberation, study, and consideration of the proposed tax rate for the fiscal year 2016, the City Council has determined that adoption of the rate is in the best interest of the taxpayers of the City and it should be adopted in accordance with law;

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

**SECTION ONE.** There is hereby levied and there shall be collected for the use and support of the municipal government of the City of Kerrville, Texas, and to provide interest and sinking funds for the fiscal year 2016, a tax of **\$0.5625** on each one hundred dollars (\$100.00) valuation of all property, real, personal, and mixed, within the corporate limits of the City subject to taxation, for the specific purposes herein set forth:

- (A) For the current expenditures of the City of Kerrville and for the general improvement, use and support of the City and its property, there is hereby levied and ordered to be assessed and collected for the fiscal year 2016 on all property situated within the corporate limits of the City, and not exempt from taxation by a valid law, an ad valorem tax rate of \$0.489 on each one hundred dollars (\$100.00) valuation of such property. **THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE. THE TAX RATE WILL EFFECTIVELY BE RAISED BY 2.20% PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$0.00.**
- (B) For the purpose of paying principal and interest and providing payments into various debt service funds for each issue of tax supported debt, there is hereby levied and ordered to be assessed and collected for the fiscal year 2016 on all property situated

within the corporate limits of the City and not exempt from taxation by a valid law, an ad valorem tax for each issue of debt described in this Section, the sum of such levies being \$0.0735 on each one hundred dollars (\$100.00) valuation of such property.

**SECTION TWO.** The ad valorem taxes levied are due on October 1, 2015, and may be paid up to and including January 31, 2016, without penalty, but if not paid, such taxes are delinquent on February 1, 2016, provided, however, in accordance with Section 31.03(a) of the Texas Tax Code, the ad valorem taxes due hereunder may, at the option of the taxpayer, be paid in two payments without penalty or interest so long as the first payment of one-half of the taxes levied is paid before December 1, 2015, and the remaining one-half is paid before July 1, 2016.

**SECTION THREE.** No discounts are authorized on property tax payments made prior to January 31, 2016.

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

**THE MEMBERS OF CITY COUNCIL, PURSUANT TO THE SPECIFIC MOTION REQUIRED BY STATE LAW, VOTED TO APPROVE THIS ORDINANCE ON 1<sup>ST</sup> READING TO CONSIDER THE TAX INCREASE AS FOLLOWS:**

	YES	NO
<b>Jack Pratt, Mayor</b>	_____	_____
<b>Stephen P. Fine, Place 1</b>	_____	_____
<b>Bonnie White, Place 2</b>	_____	_____
<b>Gary Stork, Place 3</b>	_____	_____
<b>Gene Allen, Place 4</b>	_____	_____
<i>(record vote)</i>		

**PASSED AND APPROVED ON FIRST READING, this the \_\_\_\_\_ day of**  
**\_\_\_\_\_ A.D., 2015.**

THE MEMBERS OF CITY COUNCIL, PURSUANT TO THE SPECIFIC MOTION REQUIRED BY STATE LAW, VOTED TO APPROVE THIS ORDINANCE ON 2<sup>ND</sup> READING TO CONSIDER THE TAX INCREASE AS FOLLOWS:

	YES	NO
Jack Pratt, Mayor	_____	_____
Stephen P. Fine, Place 1	_____	_____
Bonnie White, Place 2	_____	_____
Gary Stork, Place 3	_____	_____
Gene Allen, Place 4 (record vote)	_____	_____

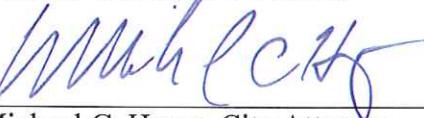
PASSED AND APPROVED ON SECOND AND FINAL READING, this the \_\_\_\_\_ day of \_\_\_\_\_, A.D., 2015.

\_\_\_\_\_  
Jack Pratt, Jr., Mayor

ATTEST:

\_\_\_\_\_  
Brenda G. Craig, City Secretary

APPROVED AS TO FORM:

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

## **Agenda Item:**

6A. Ordinance No. 2015-19 amending the budget for fiscal year 2015 to account for various changes to the city's operational budget, including revenue and expenditures related to the city's acquisition of an aerial fire truck and a vehicle replacement for the police department. (staff)

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

**SUBJECT:** Second reading of an ordinance amending the FY2015 Budget

FOR AGENDA OF: September 8, 2015 DATE SUBMITTED: August 26, 2015

**EXHIBITS:** Ordinance Amending FY2015 Budget  
Attachment A – detailing changes

**AGENDA MAILED TO:**

**APPROVED FOR SUBMITTAL BY CITY MANAGER:**

<b>Expenditure Required:</b> \$	<b>Current Balance in Account:</b> \$	<b>Amount Budgeted:</b> \$	<b>Account Number:</b>
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**PAYMENT TO BE MADE TO:**

REVIEWED BY THE FINANCE DEPARTMENT:

## **SUMMARY STATEMENT**

The attached ordinance provides for the third amendment to the FY2015 budget, and includes budget amendments as per Attachment A.

## RECOMMENDED ACTION

It is recommended that the City Council approve the second reading of an ordinance amending the FY2015 budget and authorize city staff to make all necessary entries and adjustments to reflect the attached changes.

**CITY OF KERRVILLE, TEXAS**  
**ORDINANCE NO. 2015-19**

**AN ORDINANCE AMENDING THE BUDGET FOR FISCAL YEAR 2015  
TO ACCOUNT FOR VARIOUS CHANGES TO THE CITY'S  
OPERATIONAL BUDGET, INCLUDING REVENUE AND  
EXPENDITURES RELATED TO THE CITY'S ACQUISITION OF AN  
AERIAL FIRE TRUCK AND A VEHICLE REPLACEMENT FOR THE  
POLICE DEPARTMENT**

**WHEREAS**, Ordinance No. 2014-15, dated September 23, 2014, adopted the Fiscal Year 2015 Budget; and

**WHEREAS**, the City Council of the City of Kerrville, Texas, finds that amending the City's Fiscal Year 2014 Budget is in the best interest of the citizens of the City of Kerrville;

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

In accordance with Section 8.07 of the City Charter, the Official Budget for Fiscal Year 2015 is amended as set forth in **Attachment A**.

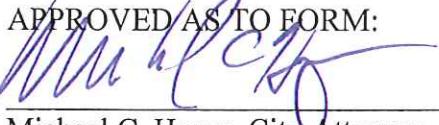
**PASSED AND APPROVED ON FIRST READING**, this the 25<sup>th</sup> day of August,  
A.D., 2015.

**PASSED AND APPROVED ON SECOND AND FINAL READING**, this the \_\_\_\_\_  
day of \_\_\_\_\_, A.D., 2015.

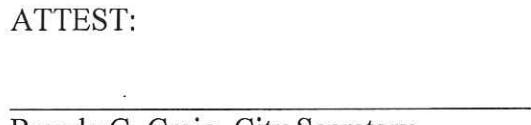
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Jack Pratt, Jr., Mayor

APPROVED AS TO FORM:

  
Michael C. Hayes, City Attorney

ATTEST:

  
Brenda G. Craig, City Secretary

Attachment A - Budget Amendment - August/September 2015

Fund	Account Number	Description	Amount
General Asset Replacement	18-6502	Cailloux Loan	995,355.00
General Asset Replacement	18-800-503	Aerial Fire Truck	995,355.00
General Fund	01-6989	Miscellaneous Revenue	<i>Record balance of loan proceeds and final payment for fire truck and equipment.</i>
	01-800-970	Transfer to General Capital Project Fund	<i>187,500.00 Record City portion of KPUB settlement</i>
General Capital Projects	70-7001	Body Camera Hardware	<i>Transfer to General Capital Project Fund - see projects below</i>
	70-7001	Street Maintenance/Slurry Seal	<i>113,700.00 73,800.00</i>
General Fund	01-6502	Cailloux Foundation	<i>Capital projects funded by KPUB settlement funds</i>
General Fund	01-854-202	Park Maintenance	<i>10,834.94 10,834.94</i>
General Fund	01-6458	Mini Cabin Rental	<i>Record reimbursement for park entrance and other landscaping in Louise Hays Park from Cailloux Foundation</i>
General Fund	01-6454	RV Site Rental	<i>6,000.00 2,000.00</i>
General Fund	01-6455	Premium Sites Rental	<i>2,000.00</i>
General Fund	01-812-001	Salaries and Wages	<i>4,000.00</i>
General Fund	01-812-002	Overtime	<i>2,000.00</i>
General Fund	01-812-003	Part-time/Temporary Help	<i>4,000.00</i>
General Fund	01-6701	Gain on Asset Disposal	<i>Record increased attendance and camping revenue and required additional personnel hours to accommodate guests</i>
General Fund	01-800-918	Transfer Out	<i>45,000.00</i>
General Asset Replacement	18-7001	Transfer In	<i>51,000.00</i>
General Asset Replacement	18-800-503	Vehicles	<i>51,000.00 42,000.00</i>
Police Special Programs	07-24200	Program Income	<i>Purchase equipment using program income and accumulated cash balance</i>
Police Special Programs	07-6907	Cash Seizures Awarded	<i>54,003.97</i>
Police Special Programs	07-800-102	Computer/Audio/Video Equipment for vehicles	<i>54,003.97 160,000.00</i>
General Asset Replacement	18-6989	Miscellaneous Revenue	<i>Purchase equipment using program income and accumulated cash balance</i>
General Asset Replacement	18-800-503	Vehicles	<i>26,289.00 35,000.00</i>
			<i>Record proceeds from insurance company due to accident and replace totaled vehicle</i>

## **Agenda Item:**

7A. City of Kerrville Municipal Surface Water Rights—Water Right Permits 3635 & 5208. (staff).

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

**SUBJECT:** City of Kerrville Municipal Surface Water Rights – Water Right Permits  
3635 & 5208

## FOR AGENDA OF: 09/08/15

DATE SUBMITTED: 08/18/15

**SUBMITTED BY:** Stuart Barron      **CLEARANCES:** Kristine Day  
Director of Public Works      Deputy City Manager

**EXHIBITS:** None

**AGENDA MAILED TO:**

**APPROVED FOR SUBMITTAL BY CITY MANAGER:**

<b>Expenditure Required:</b> \$	<b>Current Balance in Account:</b> \$	<b>Amount In Contingency:</b> \$	<b>Account Number:</b>
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## REVIEWED BY THE FINANCE DIRECTOR:

## SUMMARY STATEMENT

The City of Kerrville holds two water right permits that are not currently available for the City's use for various reasons, including that their diversion points are not located at the City's water plant.

The first right is Permit 5208, an irrigation right for 40 acre-feet of water, a diversion rate of 250 gallons per minute, and a diversion point on Verde Creek. Verde Creek is generally located south of the City and eventually flows into the Guadalupe River between Center Point and Comfort. The previous owner of the right donated it to the City in 2013, though the City has not completely finalized this transaction with the Texas Commission on Environmental Quality (TCEQ). Permit 5208 is considered a "junior right" and has a *No Cost Subordination Agreement* with the Guadalupe Blanco River Authority (GBRA). Prior to the permit being amended and issued in the City's name, TCEQ requires the City to seek an agreement with the GBRA for a new subordination agreement. GBRA's standard subordination agreement, which it now called an Upstream Diversion Contract, would require the City to make a yearly payment to GBRA for the "right" to take this water, regardless if whether the City diverts the water or not.

The second right is Permit 3635. Permit 3635 has an impoundment right for 6 acre-feet and an irrigation right for 80 acre-feet. The diversion rate is set at 750 gallons per minute, and a diversion point on Quinlan Creek, which is adjacent to the City's golf

course. The City acquired this right in 1979 for irrigation of the course, but has not used the right since bringing effluent (treated wastewater) to the course in the nineties. During this period of nonuse, the dam and diversion structure, which are necessary to divert the water, have fallen into disrepair and are no longer useable. Permit 3635 also includes a *Subordination Agreement* with GBRA which costs the City approximately \$3,380 per year, whether it uses water from the right or not.

Again, the City does not currently utilize either right and in order to do so based upon existing needs, would need to relocate each permits diversion point to the Water Treatment Plant (Thompson Drive) through permit amendments granted by TCEQ.

City staff provides the following options for Council to consider:

**Option 1:** Seek amendments from TCEQ for one or both water permits to change the diversion point(s) to the Water Treatment Plant. Based upon a recent TCEQ amendment process, staff estimates that the cost for such application(s) and accompanying work would be approximately \$45,000 per permit. If successful the amendments would include new GBRA agreements, and the annual maintenance cost \$4,940 (\$1,560 for Permit 5208 and \$3,380 for Permit 3635).

Staff contacted TCEQ for information on relocating the diversion point for each permit to the Water Plant. TCEQ will require that the subordination agreements with GBRA be renewed. GBRA has changed there subordination agreement to Upstream Diversion Contracts (UDC). The UDC would be a "take or pay contract" for approximately one-third of the volume of water potentially diverted. The one-third payment is derived from GBRA's determination that one of every three gallons of water leaving Kerr County reaches Canyon Lake. GBRA is currently selling Canyon Lake water for \$130 per acre foot. This price, which is subject to a yearly increase, amounts to \$1,560 for Permit 5208 and \$3,380 for Permit 3635, for a total yearly payment of \$4,940.

After completing the subordination agreement between GBRA and the City, TCEQ will require the City to model the river flow and calculate the amount of water that would be available at the Water Treatment Plant if the permit(s) were relocated. Public notice would be required, which would provide other permit holders the right to dispute the City's amendment request, though keep in mind that under this "junior right", the City would not be able to divert water until all senior water right's needs are fulfilled. This significantly impacts the availability of water for the City.

**Option 2:** Abandon Permit 5208 and split the diversion right from the impoundment right within Permit 3635. This would allow the City to abandon the diversion portion and keep the impoundment as a water hazard in the municipal golf course.

Due to the junior status of these rights, the frequency in which the Water Master would curtail them based upon the needs of senior permit holders and drought conditions, the high cost of relocation, ongoing maintenance, and the reduction in yield, both water rights are limited and relatively expensive for the City. Officially abandoning these rights would leave more water in the river and potentially reduce the need for future curtailments.

This option would require a one-time TCEQ abandonment fee of \$200 and a renewed subordination agreement with GBRA. The new subordination agreement is calculated to be \$260 annually and is subject periodic increases.

**RECOMMENDATION;**

Direct staff to proceed forward with an option for Water Permits 5208 and/or 3635. .

## **Agenda Item:**

8A. Golf Course Advisory Board. (staff)

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

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**SUBJECT:** Appointments to the Golf Course Advisory Board

**FOR AGENDA OF:** September 8, 2015      **DATE SUBMITTED:** September 2, 2015

**SUBMITTED BY:** Brenda Craig *BC*      **CLEARANCES:** Todd Parton  
City Secretary      City Manager

**EXHIBITS:** Board List

**AGENDA MAILED TO:**

**APPROVED FOR SUBMITTAL BY CITY MANAGER:** *JF*

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**SUMMARY STATEMENT**

Consider appointments to the following board:

**Golf Course Advisory Board:** Four terms that expired July 1, 2015.

**RECOMMENDED ACTION**

Consider appointments.

## GOLF COURSE ADVISORY BOARD

	<u>Telephone</u>	<u>Orig. Appt.</u>	<u>Re-Appt. Date</u>	<u>Exp. Date</u>
McCARTER, CHARLES Chairman 937 Myrta	210-286-4646 (C) 895-1112 (H)	09-11-12	09-23-14	07-01-16
HOWARD, JAMES Vice-Chairman 1312 Water St.	903-399-3011 (H) 890-5464 (O)	08-24-10	07-23-13	07-01-15
GIESECKE, MARION C. 9 Antelope Trail	896-4646 (H) 377-8100 (C)	09-23-14		07-01-16
BOWYER, ROD 2955 Dry Hollow	739-0099 (C)	07-23-13		07-01-15
MAXWELL, GREG 253 High Ridge	377-2903 (H) 315-5555 (O)	07-09-13		07-01-15
MITCHEL, JEFFREY 115- Cypress Creek Rd.	210-218-2164 (C)	07-09-13		07-01-15
STERN, ALLEN 2565 Bandera Hwy.	895-2892 (H) 739-5353 (O)	09-11-12	09-23-14	07-01-16

### COUNCIL LIAISON:

STEPHEN P.FINE 1210 Virginia Dr.	285-4234 (C) 896-2934 (H)	06-26-15
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### CITY STAFF:

Kristine Day Assistant City Manager	258-1106 (O)
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Scott McDonough General Manager of Golf & Tennis	258-1400 (O)
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Qualifications: Of the seven (7) regular voting members appointed by the City Council, six (6) shall be residents of the City of Kerrville, Texas, and one (1) member may reside outside the City but within Kerr County.

Purpose and Duties: The purpose of the Board is to advise the City Council and city staff on matters relating to the operation of the Scott Schreiner Municipal Golf Course.

Term of Office: Two Years. No member shall serve more than two consecutive full terms without having at least one full year off of the Board between terms.

Vacancies: Upon the vacancy, removal, or expiration of the term of office of any member, the

city council shall appoint a successor who shall hold that position for the unexpired term or for the period of two years when the appointment is made as the result of the expiration of a board member's term.

Quorum: Four members of the board, excluding liaison members.

Number of Members: Seven

Meeting Time & Place: Fourth Wednesday, in the months of January, March, May, July, September, and November, at 4:30 p.m.; Upstairs Conference Room

Absences: The name of any member having three consecutive absences from regularly called meetings of the board, or who in any consecutive twelve-month period is absent from more than 25 percent of the regularly called meetings, shall be forwarded to the city council for consideration for removal and replacement on the board.

Established by: Resolution No. 037-2009, (repealed Resolution Nos. 99-230, 99-307, 080-2000, and 136-2004); Resolution 30-2012

Revised: May 27, 2015