

**KERRVILLE CITY COUNCIL AGENDA**  
**REGULAR COUNCIL MEETING, JANUARY 9, 2018, 6:00 PM**  
**CITY HALL COUNCIL CHAMBERS**  
**701 MAIN STREET, KERRVILLE, TEXAS**

**CALL TO ORDER**

**INVOCATION OFFERED BY VINCENT VOELKEL, COUNCILMEMBER PLACE ONE.**

**PLEDGE OF ALLEGIANCE TO THE FLAG**

**1. ANNOUNCEMENTS OF COMMUNITY INTEREST:**

Announcement of items of community interest, including expressions of thanks, congratulations, or condolences; information regarding holiday schedules; honorary recognitions of city officials, employees, or other citizens; reminders about upcoming events sponsored by the city or other entity that is scheduled to be attended by city officials or employees; and announcements involving imminent threats to the public health and safety of the city. No action will be taken

**2. 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

**3. PRESENTATIONS**

3.A Resolutions of Commendation to James Wilson and Paul Stafford for serving on the Economic Improvement Corporation.

[Agenda Bill 3A.pdf](#)

3.B Resolution of Commendation to Matthew Miller for service on the Library Advisory Board.

[Agenda Bill 3B.pdf](#)

**4. CONSENT AGENDA:**

These items are considered routine and can be approved in one motion unless a Councilmember asks for separate consideration of an item. It is recommended that the City Council approve the following items which will grant the Mayor or City

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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: 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

Manager the authority to take all actions necessary for each approval:

4.A Approval of minutes for the regular city council meeting held November 14, 2017, and the city council workshops held November 28 and December 4, 2017.

[Agenda Bill 4A.pdf](#)

[CC 11-14-17 Minutes.pdf](#)

[CC 11-28-17 workshop minutes.pdf](#)

[CC 12-4-17 workshop minutes.pdf](#)

4.B Resolution 01-2018 ordering that a General Election be held on May 5, 2018, for the election of a Mayor and two City Councilmembers; appointing Election Judges; adopting an Electronic Counting System; establishing a Central Counting Station; appointing a Central Counting Station Manager; appointing a Tabulation Supervisor; appointing the Central Counting Station Presiding Judge; and authorizing the early processing of ballots

[Agenda Bill 4B.pdf](#)

[Calendar on Web Page 2018 English.doc](#)

[Resolution General Election 2018 - English.docx](#)

4.C RESOLUCIÓN 01-2018, QUE DECRETA QUE LAS ELECCIONES GENERALES SE LLEVEN A CABO EL 5 DE MAYO DEL 2018 PARA ELEGIR UN ALCALDE, Y DOS CONCEJALES MUNICIPALES; NOMBRAR A LOS JUECES ELECTORALES; ADOPTAR UN SISTEMA ELECTRÓNICO DE CONTEO DE VOTOS; ESTABLECER UNA ESTACIÓN CENTRAL DE CONTEO; NOMBRAR A UN ADMINISTRADOR(A) DE LA ESTACIÓN CENTRAL DE CONTEO; NOMBRAR A UN SUPERVISOR(A) DE TABULACIÓN; DESIGNAR AL JUEZ PRESIDENTE DE LA ESTACIÓN CENTRAL DE CONTEO; Y AUTORIZAR EL PROCESAMIENTO TEMPRANO DE LOS VOTOS ELECTORALES

[Agenda Bill 4C.pdf](#)

[Calendar on Web Page 2018 Spanish.docx](#)

[Resolution General Election 2018 Spanish.docx](#)

4.D Resolution No. 02-2018 abandoning and terminating both an easement for the discharge of storm waters and an easement for the discharge of effluent, said easements located on a tract of land in the Sam Wallace Survey No. 111, Abstract No. 590; the property being more generally known as 3501 Legion Drive; and ordering recording.

[Agenda Bill 4D.pdf](#)

[Reuse Pond Drainage Easement Figure Nov 9.pdf](#)

[Resolution 02-2018.pdf](#)

2

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2

Brenda Craig

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City Secretary, City of Kerrville, Texas

4.E Resolution No. 03-2018, adopting the City of Kerrville Investment Policy and Strategy regarding the investment of city funds, in accordance with the Public Funds Investment Act.

[Agenda Bill 4E.pdf](#)  
[Resolution 03-2018.pdf](#)  
[investment policy 2017 revised 8-28-17.docx](#)  
[November 2017.pdf](#)

4.F Resolution No. 04-2018, amending the City of Kerrville Fee Schedule by revising fees charged by the Kerrville Fire Department EMS and formally establishing that the Kerrville Little League may use the Kerrville Sports Complex for its 2018 season without charge.

[Agenda Bill 4F.pdf](#)  
[Resolution 04-2018.pdf](#)  
[Fee Schedule effective 10-1-17 amended 1-9-18.xlsx](#)

4.G Budget and Economic Update for period ending November 30, 2017.

[Agenda Bill 4G.pdf](#)  
[Council 11-30-17.xlsx](#)

4.H Interlocal Agreement between Kerr County, Texas and City of Kerrville, Texas regarding provision of maintenance service at Bear Creek Crossing.

[Agenda Bill 4H.pdf](#)  
[Bear Creek Crossing Final.pdf](#)

4.I Reject all bids submitted on December 19, 2017, for the construction of the Kerrville Sports Complex Irrigation Pond and Pump Station.

[Agenda Bill 4I.pdf](#)  
[Sports Complex Reuse Pond\\_ Received Bids.pdf](#)

## **END OF CONSENT AGENDA**

### **5. PUBLIC HEARING AND ORDINANCES, FIRST READING:**

5.A Ordinance No. 2018-04, amending to the City's "Zoning Code" to revise the definition of "home occupation" and to adopt regulations related to that use. (ITEM HAS BEEN RESCHEDULED TO JANUARY 23, 2018.)

[Agenda Bill 5A.pdf](#)

### **6. ORDINANCES, SECOND AND FINAL READING:**

6.A Ordinance No. 2018-01 amending Chapter 10, "Alcoholic Beverages" of the Code of Ordinances of the City of Kerrville, Texas; by amending Section 10-3 "Licensing

**3**

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Brenda Craig  
City Secretary, City of Kerrville, Texas

**3**

Requirements; Fees"; by reducing the applicable fee for a brewer's permit and brewpub license; containing a cumulative clause; containing a savings and severability clause; providing for an effective date; ordering publication; and providing other matters relating to the subject.

[Agenda Bill 6A.pdf](#)

[Ordinance No. 2018-01.pdf](#)

6.B Ordinance No. 2018-02, amending the City's "Zoning Code" to designate the Central Business District, the Gateway District, and the Guadalupe River District as "Design Districts" in accordance with Senate Bill 1004; containing a savings and severability clause; providing for a maximum penalty or fine of two thousand dollars (\$2,000.00); and ordering publication.

[Agenda Bill 6B.pdf](#)

[PZ PH 11.16.17 designate design districts.docx](#)

[Ordinance No. 2018-02.pdf](#)

6.C Ordinance No. 2018-03 amending Chapter 66, "Library," of the Code of Ordinances of the City of Kerrville, Texas; by amending Article II "Library Advisory Board" to change the composition of the Library Advisory Board to allow Kerr County to make an appointment; containing a cumulative clause; containing a savings and severability clause; and providing other matters relating to this subject.

[Agenda Bill 6C.pdf](#)

[ordinance No. 2018-03.pdf](#)

## **7. ITEMS FOR FUTURE AGENDAS**

### **8. CITY MANAGER'S REPORT**

8.A Project update.

[Agenda Bill 8A.pdf](#)

### **9. BOARD APPOINTMENTS:**

9.A Appointments to the Library Advisory Board.

[Agenda Bill 9A.pdf](#)

[Library Advisory Board.docx](#)

9.B Appointments to the Planning and Zoning Commission. (This item is eligible for discussion in executive session under Section 551.074.)

[Agenda Bill 9B.pdf](#)

[Planning and Zoning Commission.docx](#)

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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: and remained posted continuously for at least 72 hours preceding the scheduled time of the meeting.

9.C Appointments to the Economic Improvement Corporation. (This item is eligible for discussion in executive session under Section 551.074.)

[Agenda Bill 9C.pdf](#)

[Economic Improvement Corporation.docx](#)

**10. 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/officers), 551.076 (deliberation regarding security devices), and 551.087 (deliberation regarding economic development negotiations) of Chapter 551 of the Texas Government Code.

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

**ADJOURNMENT.**

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Brenda Craig  
City Secretary, City of Kerrville, Texas

# **City Council Agenda Bill Report**

Agenda Item No. 2017-165  
Submitted by: Brenda Craig, City Secretary  
Submitting Department: City Secretary  
Meeting Date: January 9, 2018

**SUBJECT:**

Resolutions of Commendation to James Wilson and Paul Stafford for serving on the Economic Improvement Corporation.

**SUMMARY STATEMENT:**

Present Resolutions of Commendation to James Wilson and Paul Stafford.

**EXHIBITS:**

None

**RECOMMENDED ACTION:**

Present Resolutions of Commendation to James Wilson and Paul Stafford.

**EXPENDITURE REQUIRED:**

\$0

**CURRENT BALANCE IN ACCOUNT:**

N/A

**AMOUNT BUDGETED:**

N/A

**ACCOUNT NUMBER:**

N/A

**PAYMENT TO BE MADE TO:**

N/A

**ATTACHMENTS**

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# **City Council Agenda Bill Report**

Agenda Item No. 2017-177  
Submitted by: Cheryl Brown  
Submitting Department: City Secretary  
Meeting Date: January 9, 2018

**SUBJECT:**

Resolution of Commendation to Matthew Miller for service on the Library Advisory Board.

**SUMMARY STATEMENT:**

Resolution of Commendation to Matthew Miller for service on the Library Advisory Board.

**EXHIBITS:**

Resolution of Commendation.

**RECOMMENDED ACTION:**

Present Resolution of Commendation to Matthew Miller.

**EXPENDITURE REQUIRED:**

\$0

**CURRENT BALANCE IN ACCOUNT:**

N/A

**AMOUNT BUDGETED:**

N/A

**ACCOUNT NUMBER:**

N/A

**PAYMENT TO BE MADE TO:**

N/A

**ATTACHMENTS**

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# **City Council Agenda Bill Report**

Agenda Item No. 2017-168  
Submitted by: Brenda Craig, City Secretary  
Submitting Department: City Secretary  
Meeting Date: January 9, 2018

**SUBJECT:**

Approval of minutes for the regular city council meeting held November 14, 2017, and the city council workshops held November 28 and December 4, 2017.

**SUMMARY STATEMENT:**

Approval of the minutes for November 14, November 28, and December 4, 2017.

**EXHIBITS:**

Minutes as stated

**RECOMMENDED ACTION:**

Approve minutes of November 14, November 28, and December 4, 2017.

**EXPENDITURE REQUIRED:**

\$0

**CURRENT BALANCE IN ACCOUNT:**

N/A

**AMOUNT BUDGETED:**

N/A

**ACCOUNT NUMBER:**

N/A

**PAYMENT TO BE MADE TO:**

N/A

**ATTACHMENTS**

- [CC 11-14-17 Minutes.pdf](#)
- [CC 11-28-17 workshop minutes.pdf](#)
- [CC 12-4-17 workshop minutes.pdf](#)

This meeting is recorded and can be viewed on the city's website at  
[www.kerrilletx.gov](http://www.kerrilletx.gov).

CITY COUNCIL MINUTES  
REGULAR MEETING

KERRVILLE, TEXAS  
NOVEMBER 14, 2017

On November 14, 2017, the Kerrville City Council meeting was called to order at 6:00 p.m. by Mayor Bonnie White in the city hall council chambers at 701 Main Street. The invocation was offered by Councilmember Mary Ellen Summerlin, followed by the Pledge of Allegiance led by Kerr County Commission Tom Moser.

COUNCILMEMBERS PRESENT:

Bonnie White	Mayor
George Baroody	Mayor Pro Tem
Vincent C. Voelkel	Councilmember
Mary Ellen Summerlin	Councilmember
C. Warren Ferguson	Councilmember

COUNCILMEMBER ABSENT: None

CITY STAFF PRESENT:

Mark McDaniel	City Manager
Mike Hayes	City Attorney
E.A. Hoppe	Deputy City Manager
Brenda Craig	City Secretary
Sandra Yarbrough	Director of Finance
Kim Meismier	Director of General Operations
David Knight	Police Chief
Stuart Cunyus	Public Information Officer
Sabine Kuenzel	Executive Director of Development Services
Dannie Smith	Fire Chief
Stuart Barron	Public Works Director

VISITORS PRESENT: List on file in city secretary's office for the required retention period.

1. ANNOUNCEMENTS OF COMMUNITY INTEREST: were given.

2. VISITORS/CITIZENS FORUM:

2A. Maggie Baker stated appreciation for the city's help with the Veterans' Parade.

3. PRESENTATIONS:

3A. Proclamation proclaiming November 13-19, 2017 as National Apprenticeship Week.

4. CONSENT AGENDA:

Ms. Summerlin moved to approve consent agenda items 4A and 4B; Mr. Ferguson seconded the motion, and the motion passed 5-0:

4A. Minutes of the regular council meetings held October 10, 2017.

4B. Non-exclusive license agreement between the City of Kerrville and Our Lady of the Hills for use of the Kerrville Sports Complex.

**END OF CONSENT AGENDA**

**5. ORDINANCES:**

5A. Ordinance No. 2017-21, annexing an approximate 7.95 acre tract of land into the City of Kerrville, Texas, said property generally located south of and adjacent to State Highway 27 East and west of Colvin Ranch Road East; said property being out of the F. Rodriguez Survey No. 72, Abstract No. 280, being located adjacent to the corporate limits of the City of Kerrville, Texas, and more commonly known as 5263 Highway 27 East; further describing the property to be annexed; adopting a service plan for the property annexed; and establishing the zoning for the property annexed.

Mr. Voelkel filed a conflict of interest affidavit, recused himself and left the council chambers at 6:13 p.m.

Ms. Kuenzel noted the annexation was per the Fox Tank development agreement. The planning and zoning commission recommended approval of the annexation and zoning, and the required public hearings were held at previous meetings.

Ms. Summerlin moved for approval of Ordinance No. 2017-21 on first reading; Mr. Ferguson seconded the motion, and it passed 4-0-1; with Councilmembers Summerlin, Ferguson, Baroody, and White voted in favor of the motion; no one voted against the motion; and Councilmember Voelkel abstained.

Mr. Voelkel returned to the meeting at 6:14 p.m.

5B. Ordinance No. 2017-22, authorizing the issuance of up to \$20,000,000 in principal amount of City of Kerrville, Texas General Obligation Refunding Bonds, Series 2017, approving and authorizing the execution of an escrow agreement, a paying agent/registrars agreement, a purchase contract and other instruments and procedures related thereto; delegating authority to certain city officials to select outstanding obligations to be refunded and approve all final terms of the bonds; approving an official statement; and calling certain obligations for redemption.

Ann Burger Entrekin, the city's financial advisor, presented the proposed refunding bond issue to refinance several bond series for possible savings. She noted the city had discussed possible refinance in early 2018; however, the federal tax cuts and job act tax plan as currently drafted would exclude advanced refunding transactions effective and retroactive to December 31, 2017. She recommended the city issue the refunding bonds and close prior to December 31, 2017, under certain parameters, on the following schedule: receive rating on December 1, complete pricing on December 5, execute the certificates on December 5 or 6, brief the council on the final terms of the refunding bonds and present the transaction summary on December 12, and close on December 20, 2017. She noted that although the city's charter required two readings of ordinances, the Texas Government Code, allowed ordinances related to the issuance of bonds to become

effective with only one reading. Ms. Entrekin estimated a potential net savings of \$650,000, and opined the refunding would not negatively affect the city's bond rating.

Tom Spurgeon, Bond Counsel with McCall, Parkhurst and Horton, acknowledged and supported statements made by Ms. Entrekin.

Mr. McDaniel noted this was an opportunity to get better rates on existing debt. Staff would develop a financing plan in the near future for the Legion lift station and trihalomethane (TTHM) project.

Mayor White stated the motion for approval of Ordinance No. 2017-22 on first and only reading as presented. Ms. Summerlin moved the motion; Mr. Ferguson seconded the motion, and it passed 5-0.

5C. Ordinance No. 2017-23, amending Chapter 6 "Advertising", Article II "Signs", Section 6-36 "Exempt Signs" of the City's Code of Ordinances to exempt from permitting pole banner signs used by hospital services; containing a savings and severability clause; providing for penalties not to exceed \$2,000.00; ordering publication; providing an effective date; and providing other matters related to the subject.

Ms. Kuenzel reviewed the history of banner signs in general and recent complaints about Peterson Hospital's banner signs. The planning and Zoning Commission (PZC) approved a variance on October 19 for the hospital, and asked staff to review the entire sign code and bring back recommendations. Ordinance 2017-23 addressed hospital sites and banners only.

Mr. Baroody stated a review of the entire sign ordinance would take time and recommended the proposed ordinance be considered at this time. The variance was granted for the hospital; however, it conflicted with the evaluation clause of the variance.

Ms. Summerlin noted the hospital already had their variance, and she suggested holding the matter of banner signs and let the review process proceed. This would allow staff time to draft amendments, and PZC time to review and recommend amendments to the entire sign ordinance.

Mayor White noted PZC approved the hospital's variance as a community service sign, which Ms. Kuenzel had stated it did not meet the definition of a community service sign, and it did not meet the eight criteria stated in the variance. She recommended eliminating the five acre requirement.

Mr. Hayes noted that PZC issued a variance that was legal; however, the city should address the sign ordinance and make it equitable to all.

Ms. Summerlin moved to defer the matter until staff had time to review the entire sign ordinance and make recommendation on all revisions that may be needed. Mr. Ferguson seconded the motion and the motion carried 3-2 with Councilmembers

Summerlin, Ferguson, and White voting in favor of the motion and Councilmembers Baroody and Voelkel voting against the motion.

**6. CONSIDERATION AND POSSIBLE ACTION:**

6A. Construction contract with M&C Fonseca Construction Company, Inc. for the river trail west improvements project as part of the river trail project in the amount of \$649,658.50 and authorize the city manager to execute additional change orders which will not exceed a total contract value of \$715,000.00.

Mr. Hoppe noted the project would provide 2,500 linear feet of concrete trail, two concrete trailheads, asphalt parking, water and electrical service and limestone block retaining walls, grading and drainage improvements for the section of trail along Guadalupe Street from Lowry Park to the Dietert Center. The total contract value, including two additions to the original bid, was \$715,000.00.

Council also discussed the following:

- Drinking fountain cost \$14,000. Mr. Hoppe noted this included complete installation and a 1 inch water line extension.
- City use material that will not be destructive to bicycles.

Mr. Baroody moved for approval of the contract; Ms. Summerlin seconded the motion and it passed 5-0.

6B. Resolution No. 42-2017 authorizing a waiver of various fees associated with construction activities for the property located at 601 Spur 100, within the City of Kerrville, Texas.

Steve Volkman, Executive Director of Veterans Assistance Dogs of Texas, detailed the VAD project whereby shelter dogs were trained and given to veterans. A veteran would stay in one of the six homes for 8-12 weeks while training with their service dog. He requested permit fees be waived, estimated at \$875.

Mr. McDaniel noted the resolution waived parkland dedication, building, electrical, plumbing, mechanical, platting and replatting fees only; it did not waive utility tap fees.

Mr. Ferguson moved to approve Resolution No. 42-2017 waiver of fees at 601 Spur 100; Mr. Voelkel seconded the motion and it passed 5-0.

6C. Resolution No. 44-2017, casting votes of the City of Kerrville, Texas, for Kerr Central Appraisal District Board of Directors.

Ms. Craig noted the city had 704 votes to cast of the total 5,000 votes. There were 7 candidates, including Judy Eychner, the City of Kerrville's nominee. Ms. Craig recommended casting 698 votes for Judy Eychner and one vote for each of the remaining 6 candidates: Ray Orr, Patrick Freedle, Charles Lewis, Judy Webb Smith, Carter Crain, and Scott Turner.

Mr. Baroody moved to cast votes as presented; Mayor White seconded the motion and it passed 5-0.

6D. Resolution No. 45-2017, creating seven subcommittees as part of the comprehensive planning effort (Kerrville 2050) and making appointments thereto.

Mr. McDaniel stated the resolution would finalize appointments to the steering committee and appoint chairs for each subcommittee from the steering committee. The resolution also allowed a councilmember to replace any member of the steering committee they nominated by the end of the month, noting two members had resigned. He recommended approval of the resolution with the ability of councilmembers to finalize their appointments by November 16.

Ms. Summerlin moved to approve Resolution No. 45-2017 as presented by Mr. McDaniel; Mr. Ferguson seconded the motion and it passed 5-0.

6E. Interlocal agreement between Kerr County, Texas and the City of Kerrville, Texas for the provision of animal control services within the City of Kerrville, Texas, and services of the Butt-Holdsworth Memorial Library for residents of Kerr County.

Mr. McDaniel noted the agreement would be effective January 1, 2018, and would provide library services for all residents of Kerr County in exchange for the county providing animal control services in the city. He noted that Kerr County was responsible to provide rabies control but not animal control services; however, if the county did not provide rabies control then the state would provide limited services. The city would be reviewing how this impacted current operations at the library, and noted the city would not be increasing library staff at this time. The city already met accreditation for the larger service area with the current staff and materials.

Tom Moser, Kerr County Commissioner, stated the library was a critically important asset for all of the community and had been enjoyed by all from 1969-2012; issues have been resolved to the benefit of all citizens. The county would be adding staff and reviewing operations to make sure they meet the obligations of the agreement.

Mayor White noted that under the agreement the county would appoint a member to the library advisory board at the next vacancy.

Mr. Ferguson moved to approve the agreement; Ms. Summerlin seconded the motion and it passed 5-0.

6F. Review trihalomethane (TTHM) reduction design report and direct staff regarding the finalization of engineering for the selected water treatment method.

Mr. Hoppe noted the city had been monitoring TTHM since 2013 and has been under state mandate and TCEQ enforcement action for the past year

Mr. Barron introduced Kendal King and Mark Graves, engineers with Freese and Nichols (FN). Mr. Barron reviewed several things that staff had tried but had not been successful in reducing TTHM. He discussed improvements that had been made, and could be made, to the distribution system; however, during certain months of the year when water left the plant it already exceeded the state's allowable TTHM level. The city hired FN to study and assess two methods of treatment: chloramines, and granular

activated carbon (GAC). He reviewed the pros and cons of each process. He estimated the cost of chloramines conversion (construction and implementation) at \$2.5 million and annual cost at \$150,000; GAC construction cost was estimated at \$4.1 million and annual cost at \$410,000; these estimates did not include engineering.

Mr. McDaniel requested direction from council as to which process to proceed with. Staff would then prepare a finance plan and then proceed with the bidding process for construction and implementation.

Council expressed concern for the water quality and the cost of the GAC process.

The following person spoke:

1. Barbara Burton stated the city had an environmental responsibility.

Ms. Summerlin moved to instruct staff to pursue the granular activated carbon filtration process as a remedy for the TTHM problem. Mr. Ferguson seconded the motion and it passed 5-0.

**7. ITEMS FOR FUTURE AGENDAS:** None.

**8. EXECUTIVE SESSION:**

Ms. Summerlin moved for the city council to go into executive closed session under Sections 551.071 (consultation with attorney) and 551.074 (personnel/officers) of Chapter 551 of the Texas Government Code; the motion was seconded by Mr. Baroody and passed 5-0 to discuss the following matters:

- 8A. City Attorney contract.
- 8B. Performance review of City Attorney.

At 7:38 p.m. the regular meeting recessed. Council went into executive closed session at 7:39 p.m. At 10:26 p.m. the executive closed session recessed and council returned to open session at 10:26 p.m. No action was taken in executive session.

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

Ms. Summerlin moved the adoption of the new contract with Mike Hayes as agreed. Mr. Ferguson seconded the motion and it passed 4-1 with Councilmembers Summerlin, Ferguson, Baroody, and Voelkel voting in favor of the motion and Mayor White voting against the motion.

**ADJOURNMENT.** The meeting adjourned at 10:27 p.m.

APPROVED: \_\_\_\_\_

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
Bonnie White, Mayor

\_\_\_\_\_  
Brenda Craig City Secretary

This meeting is recorded and can be viewed on the city's website at [www.kerrvilletx.gov](http://www.kerrvilletx.gov).

CITY COUNCIL MINUTES  
WORKSHOP

KERRVILLE, TEXAS  
NOVEMBER 28, 2017

On Tuesday, November 28, 2017, the Kerrville City Council workshop was called to order at 10:00 a.m. by Mayor White in city hall council chambers at 701 Main Street.

COUNCILMEMBERS PRESENT:

Bonnie White	Mayor
George Baroody	Mayor Pro Tem
Mary Ellen Summerlin	Councilmember
Vincent C. Voelkel	Councilmember
C. Warren Ferguson	Councilmember

COUNCILMEMBER ABSENT: None.

CITY STAFF PRESENT:

Mark McDaniel	City Manager
Mike Hayes	City Attorney
E.A. Hoppe	Deputy City Manager
Brenda Craig	City Secretary
Sandra Yarbrough	Director of Finance
Stuart Cunyus	Public Information Officer
Kim Meismar	Director of General Operations
Dannie Smith	Fire Chief
Stuart Barron	Director of Public Works
Drew Paxton	Director of Development Services
Sabine Kuenzel	Chief Planning Officer

VISITORS PRESENT: List on file in city secretary's office for the required retention period.

**1. HOME OCCUPATION REGULATIONS**

Mr. McDaniel discussed difficulty enforcing the home occupation (HO) ordinance because some of the enforcement action was implied in the definitions section rather than stated in the body of the ordinance. Staff proposed a "clean up" of the existing ordinance, including registration and permitting of HOs, without a fee. He noted that homeowners were usually allowed more liberal use in their own home; however, when homeowners used the home as an enterprise to prosper financially at the expense of their neighbors, problems ensued.

Mr. Hayes recommended having a section in the zoning code that specifically delineated the regulations and standards under which a HO could operate. Currently, staff had been citing nuisance/junk conditions, not the regulations stated in the home occupation ordinance, to try to achieve compliance.

Ms. Kuenzel stated that in order to enforce any ordinance, staff must be able to cite the specific section that prohibited that activity; enforcement of HO regulations was the standard acceptable process. The planning and zoning commission recommended allowing HOs in residential areas, conditioned on the following: 1) registration, without a fee; 2) resident employees only (persons who work there live there, no outside employees); 3) enclosed storage; 4) no exterior alterations other than residential style; and 5) equipment, nuisances, deliveries, traffic.

Mr. Baroody proposed taking the regulations and proposed amendments of the HO ordinance and applying them to residential zones. If the prohibited activity or nuisance was illegal for a HO, it should be prohibited in all residential zones; it should be irrelevant whether the infraction was caused by a HO. It would be easier to enforce a prohibited activity and would maintain the residential character of neighborhoods. As written, certain nuisances in residential zones were only prohibited if the owner was operating a HO.

Council also discussed the following:

- Prohibit commercial signs in residential zones.
- Prohibit a homeowner from operating a HO in a residential zone and making a nuisance for the neighborhood.
- Send the matter to the comprehensive plan subcommittee for review and input.

Mr. McDaniel recommended enforcement of home occupations under the home occupation ordinance and proposed amendments.

**2. REVIEW, DISCUSS, AND PROVIDE DIRECTION REGARDING CITY OF KERRVILLE TRAFFIC ENGINEERING STUDY FOR WATER STREET, SCHREINER STREET, AND RIVERHILL BOULEVARD CORRIDORS (SCHREINER STREET AT HAYS STREET; SCHREINER STREET AT CLAY STREET; WATER STREET AT CLAY STREET; WATER STREET AT EARL GARRETT; WATER STREET AT G STREET; RIVERHILL BOULEVARD AT WINGED FOOT LANE; RIVERHILL BOULEVARD AT TURNBERRY CIRCLE; RIVERHILL BOULEVARD AT CANTERBURY LANE**

Mr. McDaniel noted the firm of GKW Engineering had completed the traffic engineering study and was prepared to make recommendations. At this time, money had not been budgeted; however, some of the smaller projects may be accomplished in-house. He requested direction on how to proceed.

There was question whether two councilmembers had a conflict of interest regarding certain intersections. Mr. Hayes noted there was no economic benefit to the councilmembers above that of the general public.

Jess Swaim and Angel Gonzalez, GKW Engineering, reviewed the criteria used to evaluate eight intersections in the city, and presented their recommendations.

Mr. Hoppe noted staff would prepare a finance plan and establish a prioritized list to bring to council for consideration.

**ADJOURNMENT**. The meeting adjourned at 12:01 p.m.

APPROVED: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Bonnie White, Mayor

\_\_\_\_\_  
Brenda Craig City Secretary

This meeting is recorded and can be viewed on the city's website at [www.kerrvilletx.gov](http://www.kerrvilletx.gov).

CITY COUNCIL MINUTES  
WORKSHOP

KERRVILLE, TEXAS  
DECEMBER 4, 2017

On Monday, December 4, 2017, the Kerrville City Council workshop was called to order at 2:03 p.m. by Mayor White in city hall council chambers at 701 Main Street.

COUNCILMEMBERS PRESENT:

Bonnie White	Mayor
George Baroody	Mayor Pro Tem
Mary Ellen Summerlin	Councilmember
Vincent C. Voelkel	Councilmember
C. Warren Ferguson	Councilmember

COUNCILMEMBER ABSENT: None.

CITY STAFF PRESENT:

Mark McDaniel	City Manager
Brenda Craig	City Secretary
Charvy Tork	Director of Information Technology
Cheryl Brown	Deputy City Secretary
Guillermo Garcia	Executive Director of Strategic Initiatives

VISITORS PRESENT: List on file in city secretary's office for the required retention period.

**1. TRAINING SESSION:**

1A. City Council will receive training regarding the use of new electronic agenda and legislative software. Discussion regarding related processes may occur and general guidance to staff may be provided.

The city council received training on the new electronic agenda and legislative software.

**ADJOURNMENT.** The meeting adjourned at 3:28 p.m.

APPROVED: \_\_\_\_\_  
ATTEST: \_\_\_\_\_

\_\_\_\_\_  
Bonnie White, Mayor

\_\_\_\_\_  
Brenda Craig City Secretary

# **City Council Agenda Bill Report**

Agenda Item No. 2017-164

Submitted by: Brenda Craig, City Secretary

Submitting Department: City Secretary

Meeting Date: January 9, 2018

## **SUBJECT:**

Resolution 01-2018 ordering that a General Election be held on May 5, 2018, for the election of a Mayor and two City Councilmembers; appointing Election Judges; adopting an Electronic Counting System; establishing a Central Counting Station; appointing a Central Counting Station Manager; appointing a Tabulation Supervisor; appointing the Central Counting Station Presiding Judge; and authorizing the early processing of ballots

## **SUMMARY STATEMENT:**

The attached Resolution orders a General Election to be held on Saturday, May 5, 2018 to elect a Mayor and two Councilmembers whose terms will expire as follows:

Mayor - Bonnie White

Councilmember Place Three - Mary Ellen Summerlin

Councilmember Place Four - C. Warren Ferguson

The period for filing an application for a place on the ballot is January 17 through February 16, 2018; write-in candidates may file through February 20, 2018.

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

1. Early voting by personal appearance be held April 23 through May 1, 2018 at the Cailloux City Center at 910 Main Street as follows:
  - Monday and Tuesday, April 23 and 24, 2018: 7:00 a.m. to 7:00 p.m.
  - April 2, April 26, April 27, April 30, and May , 2018: 8:00 a.m. to 5:00 p.m.
2. Appoint Paul Zohlen as Election Judge; Susan Sommers as Alternate Election Judge; and John Vece as Early Voting Ballot Board Judge.
3. Applications for ballot by mail be addressed to Diane Bolin, Kerr County Tax Assessor Collector Kerr County Courthouse, 700 Main Street, Kerrville, Texas 78028, and be received no later than 5:00 p.m., April 24, 2018.
4. Election Day is Saturday, May 5, 2018, from 7:00 a.m. to 7:00 p.m. at the Cailloux City Center at 910 Main Street.
5. Establish the location of the central counting station as the Kerr County Juvenile Facility, 3499 Legion Drive, Kerrville, Texas, and appoint the central counting station workers as follows:

Nadene Alford - Central Counting Station Judge

Eva Washburn - Tabulation Supervisor

Jane Trolinger - Central Counting Station Manager.

6. Official canvass of the election be held on May 15, 2018 at 10:00 a.m.

**EXHIBITS:**

Resolution 01-2018 and calendar

**RECOMMENDED ACTION:**

The City Secretary recommends approval of Resolution No. 01-2018 and calling the General Election on May 5, 2018, and adoption of the calendar, and related matters as presented. calendar.

**EXPENDITURE REQUIRED:**

\$7,427.97

**CURRENT BALANCE IN ACCOUNT:**

\$7,500.00

**AMOUNT BUDGETED:**

\$7,500.00

**ACCOUNT NUMBER:**

01-0102-4920

**PAYMENT TO BE MADE TO:**

Kerr County Tax Assessor-Collector

**ATTACHMENTS**

- [Calendar on Web Page 2018 English.doc](#)
- [Resolution General Election 2018 - English.docx](#)

## CITY COUNCIL ELECTION CALENDAR

This memo gives the dates for the various actions connected with the regular city election to be held on May 5, 2018, and lists the councilmembers whose terms are expiring. Please mark these dates on your calendar:

Jan. 17 – Feb. 16	Candidate may file application for place on ballot from 8:00 a.m. to 5:00 p.m. Monday-Friday. The name of the candidate and the place for which they are filing will be affixed by the city secretary at the time of issuance of a petition form.
Jan. 17– Feb. 20	Write-In candidate may file to declare candidacy at city secretary's office 8:00 a.m.-5:00 p.m. Monday-Friday.
Feb. 26	City secretary conducts drawing for order of names on ballot at 10:00 a.m.
Apr. 5	Last day for submitting voter registration application or for requesting transfer of registration in time to vote in the election.
Apr. 23– May 1	Early voting by personal appearance at Cailloux City Center at 910 Main Street on April 23 through May 1: - Monday and Tuesday, April 23 & 24: 7:00 a.m. – 7:00 p.m. - Wednesday, through Friday April 25, 26, 27, 8:00 a.m.-5:00 p.m. - Monday and Tuesday April 30 and May 1: 8:00 a.m. – 5:00 p.m.
May 5	ELECTION DAY, voting from 7:00 a.m. to 7:00 p.m. at Cailloux City Center, at 910 Main Street. Early voting results will be available at the Kerr County Juvenile Facility, 3501 Legion Drive after 7:00 p.m., and the unofficial tabulation results of election day will be available after 7:30 p.m. at the Kerr County Juvenile Facility, 3501 Legion Drive, and on the city's website at <a href="http://www.kerrvilletx.gov">www.kerrvilletx.gov</a> .
May 15	City council meeting at 10:00 a.m. at city hall, 701 Main Street, to officially canvass election returns by city council, certificates of election issued, oaths of office given, newly elected officers assume duties, and mayor pro tem may be elected by city council.
May 22	Regular City Council meeting at 6:00 p.m. at City Hall, 701 Main Street.

Councilmembers whose terms are expiring are:

Mayor – Bonnie White  
Place Three – Mary Ellen Summerlin  
Place Four – C. Warren Ferguson

CITY OF KERRVILLE, TEXAS  
RESOLUTION NO. 01-2018

A RESOLUTION ORDERING THAT A GENERAL ELECTION BE HELD ON MAY 5, 2018, FOR THE ELECTION OF MAYOR, COUNCILMEMBER PLACE THREE, AND COUNCILMEMBER PLACE FOUR; APPOINTING ELECTION JUDGES; ADOPTING AN ELECTRONIC COUNTING SYSTEM; ESTABLISHING A CENTRAL COUNTING STATION; APPOINTING A CENTRAL COUNTING STATION MANAGER, A TABULATION SUPERVISOR, AND THE CENTRAL COUNTING STATION PRESIDING JUDGE; AND AUTHORIZING THE EARLY PROCESSING OF BALLOTS

WHEREAS, Section 2.03 of the City Charter establishes a two-year term of office for each Councilmember, including the Mayor, and until a successor is elected; and

WHEREAS, the term of office for Mayor, Councilmember Place Three, and Councilmember Place Four will expire in May 2018; and

WHEREAS, the City Council finds it to be in the public interest to call a general election to be held on May 5, 2018, for the election of persons to the offices of Mayor, Councilmember Place Three, and Councilmember Place Four; and

WHEREAS, in order to more efficiently conduct the counting of ballots for the May 5, 2018, general election for the City of Kerrville, the City Council finds it to be in the public interest to appoint various officials and to adopt certain procedures for conducting said election;

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

SECTION ONE. City Council orders that a general election be held within the City of Kerrville, Texas, on Saturday, the 5<sup>th</sup> day of May 2018, for the purpose of electing persons to the offices of Mayor, Councilmember Place Three, and Councilmember Place Four for the City of Kerrville, Texas.

SECTION TWO. City Council orders that the Hart Voting System, which is an electronic touch screen voting system, be the method of voting.

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

SECTION FOUR. On Election Day, May 5, 2018, the polls shall be open from

7:00 AM to 7:00 PM. Early voting shall be conducted at the Kathleen C. Cailloux City Center of the Performing Arts, 910 Main Street, Kerrville, Texas, 78028, April 23 through May 1 as follows:

- Monday, April 23, 2018: 7:00 AM to 7:00 PM
- Tuesday, April 24, 2018: 7:00 AM to 7:00 PM
- Wednesday, April 25, 2018, through Friday, April 27, 2018; Monday, April 30, 2018; and Tuesday, May 1, 2018: 8:00 AM to 5:00 PM

SECTION FIVE. Applications for ballot by mail should be addressed to: Diane Bolin, Kerr County Courthouse, 700 Main Street, Kerrville, Texas, 78028, and must be received no later than 5:00 PM on April 24, 2018.

SECTION SIX. In accordance with Section 127.001, Texas Election Code, City Council declares that ballots for the May 5, 2018, City election shall be electronically counted by using the Hart E Scan System owned by Kerr County.

SECTION SEVEN. The following persons are appointed as election judges pursuant to Section 32.005, Texas Election Code, for the election to be held on May 5, 2018, inclusive of the early voting period:

Paul Zohlen – Election Judge  
Susan Sommers – Alternate Election Judge  
John Vece – Early Voting Ballot Board Judge

SECTION EIGHT. In accordance with Section 127.001, Texas Election Code, City Council establishes that the central counting station for the counting of ballots in the May 5, 2018, election will be located in the Kerr County Juvenile Facility, 3499 Legion Drive, Kerrville, Texas.

SECTION NINE. In accordance with Section 127.005, Texas Election Code, City Council appoints Nadene Alford to serve as presiding judge of the central counting station for the May 5, 2018, City election.

SECTION TEN. In accordance with Section 127.003, Texas Election Code, City Council appoints Eva Washburn to serve as tabulation supervisor for the May 5, 2018, City election.

SECTION ELEVEN. In accordance with Section 127.002, Texas Election Code, City Council appoints Jane Trolinger to serve as central counting station manager for the May 5, 2018, City election.

SECTION TWELVE. In accordance with Section 127.124, Texas Election Code, City Council authorizes that the ballots cast during the early voting period for the May

5, 2018, City election may be processed on or after 9:00 AM on May 5, 2018

SECTION THIRTEEN. City Council will conduct the official canvass of the election at a special meeting on Tuesday, May 15, 2018, beginning at 10:00 AM in the Council Chambers, City Hall, 701 Main Street, Kerrville, Texas.

PASSED AND APPROVED ON this the \_\_\_\_\_ day of \_\_\_\_\_ A.D., 2018.

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\_\_\_\_\_  
Bonnie White, Mayor

APPROVED AS TO FORM:

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

ATTEST:

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

# City Council Agenda Bill Report

Agenda Item No. 2017-180

Submitted by: Cheryl Brown

Submitting Department: City Secretary

Meeting Date: January 9, 2018

## **SUBJECT:**

RESOLUCIÓN 01-2018, QUE DECRETA QUE LAS ELECCIONES GENERALES SE LLEVEN A CABO EL 5 DE MAYO DEL 2018 PARA ELEGIR UN ALCALDE, Y DOS CONCEJALES MUNICIPALES; NOMBRAR A LOS JUECES ELECTORALES; ADOPTAR UN SISTEMA ELECTRÓNICO DE CONTEO DE VOTOS; ESTABLECER UNA ESTACIÓN CENTRAL DE CONTEO; NOMBRAR A UN ADMINISTRADOR(A) DE LA ESTACIÓN CENTRAL DE CONTEO; NOMBRAR A UN SUPERVISOR(A) DE TABULACIÓN; DESIGNAR AL JUEZ PRESIDENTE DE LA ESTACIÓN CENTRAL DE CONTEO; Y AUTORIZAR EL PROCESAMIENTO TEMPRANO DE LOS VOTOS ELECTORALES

## **SUMMARY STATEMENT:**

La resolución adjunta ordena unas Elecciones Generales a celebrarse el sábado 5 de mayo del 2018 para elegir dos concejales, cuyos mandatos vencen como sigue:

Alcalde – Bonnie White

Concejal Puesto Tres – Mary Ellen Summerlin

Concejal Puesto Quatro – C. Warren Ferguson.

El período para presentar una solicitud pidiendo ser colocado en la boleta de votación es del 17 de enero al 18 de febrero del 2018; los candidatos agregados (write-in) pueden presentar su solicitud hasta el 20 de febrero del 2018.

La aprobación de la Resolución No 01-2018 establecerá el período de la votación temprana en persona, establecerá la estación central de conteo y establecerá la fecha y la hora para hacer el escrutinio de los votos. La Secretaría de la Ciudad recomienda lo siguiente:

1. La votación temprana en persona ha de llevarse a cabo del 23 de abril al 1 de mayo en el Cailloux City Center, ubicado en la calle Main Street #910 con el siguiente horario:

- lunes 23 de abril y martes 24 de abril: 7 a.m. - 7 p.m.
- A partir del miércoles 25 de abril, 26 de abril, 27 de abril, 30 de abril, y 1 de mayo: 8 a.m. - 5 p.m.

2. Nombrar Paul Zoehln como juez de electio; Susan Sommers como juez suplente; y John Vece juez de votación anticipada.

3. Las solicitudes de las boletas de votación por correo se deben enviar a Diane Bolin, Recaudador del tasador del condado de Kerr, Kerr County Courthouse, 700 Main Street, Kerrville, Texas 78028, y se deben recibir no más tardar de las 5:00 p.m. del 24 de abril del 2018.

4. El Día de las Elecciones es el sábado 5 de mayo del 2018 de 7:00 a.m. - 7:00 p.m. en el Cailloux City Center, ubicado en la calle Main Street #910.

5. Establecer la ubicación de la estación central de conteo en Kerr County Juvenile Facility, Legion Drive #3499, Kerrville, Texas y designar a los trabajadores de la estación central de conteo de la siguiente manera:

Nadene Alford, juez que preside la estación central de conteo;  
Eva Washburn, supervisora de la tabulación; y  
Jane Trolinger, administrador de la estación central de conteo.

6. El escrutinio oficial de los votos se llevará a cabo el 15 de mayo del 2018 a las 10:00 a.m.

**EXHIBITS:**

Resolucion No. 01-2018

**RECOMMENDED ACTION:**

Aprobacion de la resolucion No. 01-2018, adopcion del calendario.

**EXPENDITURE REQUIRED:**

\$7,427.97

**CURRENT BALANCE IN ACCOUNT:**

\$7,500.00

**AMOUNT BUDGETED:**

\$7,500.00

**ACCOUNT NUMBER:**

01-0102-4920

**PAYMENT TO BE MADE TO:**

Kerr County Tax Assessor-Collector

**ATTACHMENTS**

- [Calendar on Web Page 2018 Spanish.docx](#)
- [Resolution General Election 2018 Spanish.docx](#)

## CALENDARIO DE LA ELECCIÓN DEL AYUNTAMIENTO DE LA CIUDAD

Este memorándum da las fechas para las varias acciones conectadas con la elección municipal que se tiene lugar el 5 de mayo, 2018 y lista los concejales cuyos períodos se acabarán.

17 Enero – 16 Feb.	El candidato puede registrar su aplicación para una posición en la balota desde las 8:00 a.m. hasta las 5:00 p.m. Lunes-Viernes. El nombre del candidato y la posición para que registre será añadido por el Oficinista de la Ciudad a la emisión de una forma de petición.
17 Enero – 20 Feb.	Un candidato no oficial (añadido por escrito) puede registrar para declarar su candidatura en la oficina del Oficinista de la Ciudad para a las 8:00 a.m.-5:00 p.m. Lunes – Viernes.
26 Feb.	El Oficinista de la Ciudad hace un sorteo para la orden de los nombres en la balota a las 10:00 a.m.
5 Abr.	El último día para entregar la aplicación para la inscripción de votante o para pedir cambio de inscripción con tiempo para votar en la elección.
23 Abr.– 1 Mayo	Votar temprano por aparecer personalmente al Calilloux City Center en 910 Main Street de la noche y el 23 y de Abril – 1 Mayo: <ul style="list-style-type: none"> <li>- Lunes, 23 , Martes, 24 Abril: 7:00 a.m. – 7:00 p.m.</li> <li>- Miércoles, 25, Jueves, 26 y Viernes, 27 Abril,</li> <li>- Lunes, Abril 30, Martes Mayo 1, 8:00 a.m. – 5:00 p.m.</li> </ul>
5 Mayo	DÍA DE ELECCIÓN, se puede votar desde las 7:00 a.m. hasta las 7:00 p.m. en Cailloux City Center, en 910 Main Street. Los resultados del voto temprano serán disponibles en la corte del condado de Kerr a las 7:00 p.m., y los resultados del día de la elección serán disponibles a eso de las 7:30 p.m. poco más tarde en la corte, 3501 Legion Drive, y el sitio web de la ciudad: <a href="http://www.kerrvilletx.gov">www.kerrvilletx.gov</a>
15 Mayo	La reunión del Ayuntamiento de la Ciudad a las 10:00 a.m., 701 Main Street para examinar oficialmente los resultados de la elección por el Ayuntamiento de la Ciudad, entregar certificados de la elección, dar juramentos de oficio, los delegados recientemente elegidos asumen el cargo, y escoger el alcalde <i>pro tem</i> elegido por el Ayuntamiento.
22 Mayo	La reunion regular del Ayuntamiento de la Ciudad a las 6:00 p.m. a la oficina del ayuntamiento, 701 Main Street.

Los concejales cuyos períodos se acabarán son:

Alcalde – Bonnie White

Lugar Tres – Mary Ellen Summerlin

Lugar Quattro– C. Warren Ferguson

CIUDAD DE KERRVILLE, TEXAS  
RESOLUCIÓN N° 01-2018

RESOLUCIÓN QUE DECRETA QUE LAS ELECCIONES GENERALES SE LLEVEN A CABO EL 5 DE MAYO DEL 2018 PARA ELEGIR UN ALCALDE, Y DOS CONCEJALES MUNICIPALES; NOMBRAR A LOS JUECES ELECTORALES; ADOPTAR UN SISTEMA ELECTRÓNICO DE CONTEO DE VOTOS; ESTABLECER UNA ESTACIÓN CENTRAL DE CONTEO; NOMBRAR A UN ADMINISTRADOR(A) DE LA ESTACIÓN CENTRAL DE CONTEO; NOMBRAR A UN SUPERVISOR(A) DE TABULACIÓN; DESIGNAR AL JUEZ PRESIDENTE DE LA ESTACIÓN CENTRAL DE CONTEO; Y AUTORIZAR EL PROCESAMIENTO TEMPRANO DE LOS VOTOS ELECTORALES

POR CUANTO, la Sección 2.03 de la Carta Constitucional de la Ciudad establece un término de dos años para cada Concejal y hasta que su sucesor haya sido elegido; y

POR CUANTO, el término el Alcalde, Concejal Puesto Tres y el Concejal Puesto Quatro se vence en mayo del 2018; y

POR CUANTO, el Concejo Municipal de la Ciudad de Kerrville, Texas, considera que es en el interés público convocar unas elecciones generales, a ser celebradas el 5 de mayo del 2018, para la elección de las personas que ocuparán los cargos de Alcalde, Concejal Puesto Tres y Concejal Puesto Quatro; y

POR CUANTO, con el fin de llevar a cabo de manera más eficiente el conteo de las boletas de votación de las elecciones generales de la Ciudad de Kerrville del 5 de mayo del 2018, el Concejo Municipal considera que es en el interés público designar a varios funcionarios y adoptar ciertos procedimientos para la realización de dichas elecciones;

POR LO TANTO, RESUÉLVASE POR EL CONCEJO MUNICIPAL DE LA CIUDAD DE KERRVILLE, CONDADO DE KERR, TEXAS:

SECCIÓN PRIMERA. El Concejo Municipal ordena que unas elecciones generales se celebren en la Ciudad de Kerrville, Texas, el sábado, el día 5 de mayo del 2018, con el fin de elegir a las personas que ocuparán los cargos de Alcalde, Concejal Puesto Tres y Concejal Puesto Quatro de la Ciudad de Kerrville, Texas.

SECCIÓN SEGUNDA. El Concejo Municipal ordena que el Sistema de Votación Hart, que es un sistema de votación electrónico con pantalla táctil, sea el método utilizado en la votación.

SECCIÓN TERCERA. El Concejo Municipal ordena que el centro electoral

municipal de dichas elecciones sea el Centro de Bellas Artes de la ciudad Kathleen C. Cailloux, ubicado en Main Street #910, Kerrville, Texas, 78028.

**SECCIÓN CUARTA.** El día de las elecciones, el 5 de mayo del 2018, las urnas electorales estarán abiertas de 7:00 AM hasta las 7:00 PM. La votación temprana se deberá llevar a cabo en el Centro de Bellas Artes de la ciudad Kathleen C. Cailloux, ubicado en Main Street #910, Kerrville, Texas, 78028, desde el 23 de abril hasta el 1 de mayo de la siguiente manera:

- Lunes 23 de abril del 2018: 7:00 AM a 7:00 PM
- Martes 24 de abril del 2018: 7:00 AM a 7:00 PM
- A partir del miércoles 25 de abril, 26, 27, y 30 de abril, y los días 1, de mayo del 2018: 8:00 AM a 5:00 PM

**SECCIÓN QUINTA.** Las solicitudes de las boletas de votación por correo deben ser dirigidas a: Diane Bolin, Kerr County Courthouse, 700 Main Street, Kerrville, Texas, 78028 y deberán ser recibidas no más tardar del 24 de abril del 2018 antes de las 5:00 p.m.

**SECCIÓN SEXTA.** De conformidad con el Código Electoral de Texas §127.001, el Concejo Municipal declara que las boletas de las elecciones de la ciudad del 5 de mayo del 2018 serán contadas electrónicamente utilizando el Sistema de Escaneado Electrónico Hart, propiedad del Condado de Kerr.

**SECCIÓN SÉPTIMA.** Las siguientes personas se han nombrado como jueces electorales de conformidad con el Código Electoral de Texas §32.005 de las elecciones que se celebrarán el 5 de mayo de 2018, incluido el período de votación temprana:

Paul Zohlen – Juez electoral  
Susan Sommers – Juez electoral suplente  
John Vece– Juez de la junta de la votación temprana

**SECCIÓN OCTAVA.** De conformidad con el Código Electoral de Texas §127.001, el Concejo Municipal establece que la estación central de conteo de las boletas de votación de estas elecciones del 5 de mayo del 2018 estará ubicado en Kerr County Juvenile Facility, Legion Drive #3499, Kerrville, Texas.

**SECCIÓN NOVENA.** De conformidad con el Código Electoral de Texas §127.005, el Concejo Municipal nombra a Nadene Alford para servir como juez presidente de la estación central de conteo de las elecciones de la ciudad del 5 de mayo del 2018.

**SECCIÓN DÉCIMA.** De conformidad con el Código Electoral de Texas §127.003, el Concejo Municipal nombra a Eva Washburn para servir como supervisora de tabulación de las elecciones de la ciudad del 5 de mayo del 2018.

SECCIÓN UNDÉCIMA. De conformidad con el Código Electoral de Texas §127.002, el Concejo Municipal nombra a Jane Trolinger para servir como administrador de la estación central de conteo de las elecciones de la ciudad del 5 de mayo del 2018.

SECCIÓN DUODÉCIMA. De conformidad con el Código Electoral de Texas §127.124, el Concejo Municipal autoriza a que los votos emitidos durante el período de votación temprana de las elecciones de la ciudad del 5 de mayo del 2018 sean procesados el día 5 de mayo del 2018 a partir de las 9:00 a.m.

SECCIÓN DÉCIMOTERCERA. El Concejo Municipal realizará el escrutinio oficial de las elecciones en una reunión especial el martes 15 de mayo del 2018 a las 10:00 a.m. en la Cámara del Concejo en el Ayuntamiento, ubicado en la calle Main Street #701, Kerrville, Texas.

PASADA Y APROBADA en éste el \_\_\_\_\_ día de \_\_\_\_\_, 2018  
D.C.

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\_\_\_\_\_  
Bonnie White, Alcalde

APROBADA EN FORMA:

DOY FE:

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\_\_\_\_\_  
Michael C. Hayes, Procurador de la Ciudad      Brenda G. Craig, Secretaria de la Ciudad

# **City Council Agenda Bill Report**

Agenda Item No. 2017-162

Submitted by: Kyle Burow, Director Engineering

Submitting Department: Engineering

Meeting Date: January 9, 2018

## **SUBJECT:**

Resolution No. 02-2018 abandoning and terminating both an easement for the discharge of storm waters and an easement for the discharge of effluent, said easements located on a tract of land in the Sam Wallace Survey No. 111, Abstract No. 590; the property being more generally known as 3501 Legion Drive; and ordering recording.

## **SUMMARY STATEMENT:**

In June 1975, the City of Kerrville was granted two easements along Third Creek, consisting of a 20-ft wide stormwater discharge easement and 20-ft wide treated effluent discharge easement from J.G and Jewel Childs found in Volume 180, Page 402. The property was later acquired by Kerr County. At their November 13, 2017 Commissioners Court meeting a new drainage easement was granted to the City for better functionality. Since the County granted the new easement to the City, the two old easements should be abandoned to avoid any future conflicts with easement location and/or type of use. This easement abandonment must be authorized by City Council then later filed at the Kerr County Courthouse by City staff.

## **EXHIBITS:**

Easement diagram and Resolution No. 02-2018

## **RECOMMENDED ACTION:**

Approve Resolution No. 02-2018.

## **EXPENDITURE REQUIRED:**

\$0

## **CURRENT BALANCE IN ACCOUNT:**

N/A

## **AMOUNT BUDGETED:**

N/A

## **ACCOUNT NUMBER:**

N/A

## **PAYMENT TO BE MADE TO:**

N/A

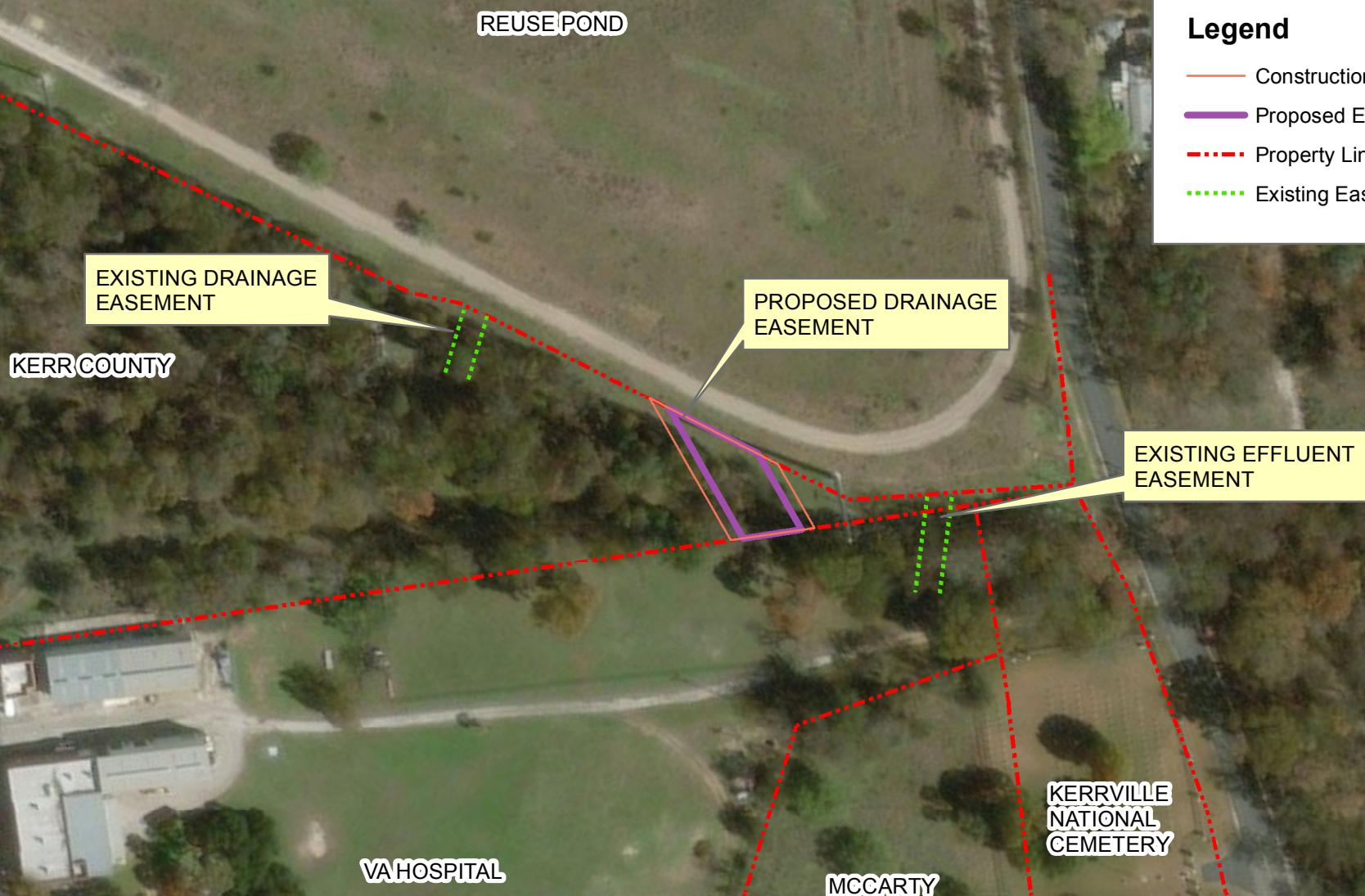
## **ATTACHMENTS**

- [Reuse Pond Drainage Easement Figure Nov 9.pdf](#)
- [Resolution 02-2018.pdf](#)



### Legend

- Construction Easement
- Proposed Easement
- Property Lines
- Existing Easement



**CITY OF KERRVILLE, TEXAS  
RESOLUTION NO. 02-2018**

**A RESOLUTION ABANDONING AND TERMINATING BOTH AN EASEMENT FOR THE DISCHARGE OF STORM WATERS AND AN EASEMENT FOR THE DISCHARGE OF EFFLUENT, SAID EASEMENTS LOCATED ON A TRACT OF LAND IN THE SAM WALLACE SURVEY NO. 111, ABSTRACT NO. 590; THE PROPERTY BEING MORE GENERALLY KNOWN AS 3501 LEGION DRIVE; AND ORDERING RECORDING**

**WHEREAS**, per the deed recorded at Volume 180, Page 402 of the real property records of Kerr County, Texas, the City of Kerrville, Texas ("City") was granted an easement for the discharge of storm water and another easement for the discharge of treated effluent, both easements collectively referred to herein as "Easements"; and

**WHEREAS**, Kerr County, Texas, currently owns the property upon which the Easements are located, said property addressed as 3501 Legion Drive; and

**WHEREAS**, the City does not use or need the Easements for its purposes; and

**WHEREAS**, the City Council finds it to be in the public interest to abandon and terminate the Easement specified below;

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

**SECTION ONE.** City Council finds that the Easements described in the deed filed at Volume 180, Page 402 of the real property records of Kerr County, attached as **Exhibit A**, and granted to the City for its use to discharge both flood waters and treated effluent, the Easements being located on property now owned by Kerr County, Texas, said property more generally known as 3501 Legion Drive, no longer serve or will serve a public interest and should be abandoned and terminated.

**SECTION TWO.** Based upon the findings made in Section One, above, and in accordance with the City's policy regarding the disposition of real estate and Section 272.001(b) of the Texas Local Government Code, City Council authorizes the City Manager to execute and record the *Abandonment and Termination of a Storm Water Easement and an Effluent Easement*, attached at **Exhibit B**, in the real property records of Kerr County, Texas.

**SECTION THREE.** If necessary, the City Manager is also authorized to execute any other documents required to complete the abandonment and termination of the City's interests contemplated herein and to take other required actions.

Reso. No. 02-2018

PASSED AND APPROVED ON this the \_\_\_\_\_ day of \_\_\_\_\_ A.D.,  
2018.

---

Bonnie White, Mayor

APPROVED AS TO FORM:



Michael C. Hayes, City Attorney

ATTEST:

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Brenda G. Craig, City Secretary

EXHIBIT A

752169

VOL 180 PAGE 402

STATE OF TEXAS X KNOW ALL MEN BY THESE PRESENTS:  
COUNTY OF KERR X

DEED

THAT, We, J. G. Childs and wife, Jewel Childs, ("Childs") of Kerr County, Texas, for and in consideration of the sum of Ten and No/100 Dollars (\$10.00) cash and other valuable consideration to us in hand paid by Grantee herein named, the receipt of which is hereby acknowledged, have GRANTED, SOLD AND CONVEYED and by these presents do GRANT, SELL AND CONVEY unto the City of Kerrville, Texas, ("City"), all that certain tract of land lying and being situated in Kerr County, Texas, described as follows, to-wit:

0.312 acres of land out of land deeded to Childs in the Sam Wallace Survey No. 111 A. B. 590 and described by metes and bounds as follows:

BEGINNING at the intersection point of the aforementioned East line and said fence line and from said intersection point the South Corner of the Sam Wallace Survey No. 111 AB 359 bears S 23 degrees 30' E 457.31 feet and S 45 degrees W 2888.9 feet;

THENCE with fence line S 09 degrees 52' E 358.9 feet, a fence corner, and S 40 degrees E 185.06 feet to a fence corner at a Lower Colorado River Authority gate in the North westline of a County road known as Spur 100;

THENCE with said Northwest road line and fence line N 43 degrees 24' E 8.59 feet to a point for the East Corner of this tract;

THENCE with the East Line of said J. G. Childs property N 23 degrees 30' W 423.32 feet to the PLACE OF BEGINNING,

Childs further grants to said City an easement over and upon and across a portion of the land this day conveyed to Childs by City and over and upon and across Childs' retained land. Such

VOL 180 PAGE 403

easement shall be for the discharge of storm waters over and across Childs' property to the center line of Third Creek and there is also granted to said City the right to construct storm drainage facilities over, under and across such easement. Such drainage easement shall be of sufficient width to accommodate natural storm waters, but construction on the said easement shall be confined to a width of 20 feet. The center line of such easement shall begin 15 feet in a southerly direction from a fence post and corner as shown on the attached plat which is incorporated herein by reference and thence westerly to Third Creek. Such corner and fence post is further described and located in the metes and bounds description of a certain 0.933 acre tract of land this same day conveyed by City to Childs. Such easement is referred to as "Drainage Easement No. 1" on the attached Plat.

Childs further grants to City an easement upon, over and across land retained by Childs for the discharge of treated effluent from City's proposed Chlorination Plant, and for the purpose of constructing drainage facilities over, upon and across such easement. Such easement shall be of sufficient width to accommodate the plant effluent, but construction on the said easement shall be limited to a width of twenty (20) feet. The center line of such easement is located as: BEGINNING at a fence post as shown on the attached plat, then 75 feet in a southerly direction with the east boundary of Childs' property to the PLACE OF BEGINNING; THENCE Westerly across Childs' property to center line of Third Creek. Such easement is shown as "Drainage Easement No. 2" on the attached plat.

In the event that any easement described herein is actually used or constructed at a different location near the locations described herein, then the location of the actual use or construction shall control.

TO HAVE AND TO HOLD the above described premises and easements together with all and singular the rights and appurtenances thereto

VOL 190 PAGE 404  
in anywise belonging, unto the said grantee, its heirs and assigns  
forever, and we do hereby bind our heirs, executors and  
administrators to WARRANT AND FOREVER DEFEND all and singular the  
said premises unto the said Grantee, its heirs and assigns, against  
every person whomsoever lawfully claiming or to claim the same or  
any part thereof, by, through or under grantors, but not further.

FILED FOR RECORD

at 11:45 o'clock A.M.

*J. G. Childs*  
J. G. Childs

JUN 11 1975

EMMIE M. HUENKER  
Clark County Court, Kerr County, Texas  
by Linda Lickens, Deputy

*Jewel Childs*  
Jewel Childs

STATE OF TEXAS X

COUNTY OF KERR X

Before me, the undersigned authority, on this day personally  
appeared J. G. Childs and Jewel Childs, both known  
to me to be the person whose names are subscribed to the foregoing  
instrument, and acknowledged to me that they each executed the  
same for the purposes and consideration therein expressed.

Given under my hand and seal of office this 5 day of  
June, 1975.

*James B. Baker*  
Notary Public in and for  
Kerr County, Texas

38

BARON B. FLOYD, REG. PUBLIC SURVEYOR, No. 14088

W. 45° N. 35° E. 18° S. 53° 22' 14.5°

18.08 46.  
N 95°W 545°E 335' VRS

YOL 180 PAGE 405

O. BIZ AC. J. G. CHILDS  
TO CITY OF KERRVILLE

S. WALLACE SUR. 11

5.45°IV 3:05' <sup>22</sup> <sub>22</sub>

SPUR SET IN SUR LINE - SPUR 100  
SPUR 1040 LAS (28889)

Filed for record June 11, 1975 at 11:45 o'clock A. M.  
Dated June 11, 1975

Filed for record June 11, 1975 at 11:45 o'clock A. M.  
Recorded June 12, 1975. *Melvin A. Kraus*

**NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.**

**ABANDONMENT AND TERMINATION OF STORM WATER EASEMENT  
AND EFFLUENT EASEMENT**

**STATE OF TEXAS** §  
§  
**COUNTY OF KERR** §

**WHEREAS**, per the deed recorded at Volume 180, Page 402 of the real property records of Kerr County, Texas, the City of Kerrville, Texas ("City") was granted an easement for the discharge of storm water and another easement for the discharge of treated effluent, both easements collectively referred to herein as "Easements"; and

**WHEREAS**, the City does not use or need these Easements and seeks to abandon and terminate both; and

**WHEREAS**, the City Council, has determined that the Easements no longer serve or will serve a public interest and should be abandoned and terminated;

**NOW THEREFORE**, City Council, by Resolution No. 02-2018 duly made and adopted at its regular meeting of January 9, 2018, has abandoned and terminated and does hereby evidence abandonment and termination of the Easements.

EXECUTED this the \_\_\_\_\_ day of \_\_\_\_\_, 2018.

CITY OF KERRVILLE, TEXAS

\_\_\_\_\_  
Mark L. McDaniel, City Manager

**THE STATE OF TEXAS** §  
§  
**COUNTY OF KERR** §

This instrument was acknowledged before me on this the \_\_\_\_\_ day of \_\_\_\_\_, 2018, by Mark L. McDaniel, City Manager, City of Kerrville, Texas, on behalf of said City.

\_\_\_\_\_  
Notary Public in and for the State of Texas

# **City Council Agenda Bill Report**

Agenda Item No. 2017-138

Submitted by: Sandra Yarbrough, Finance Director

Submitting Department: Finance

Meeting Date: January 9, 2018

## **SUBJECT:**

Resolution No. 03-2018, adopting the City of Kerrville Investment Policy and Strategy regarding the investment of city funds, in accordance with the Public Funds Investment Act.

## **SUMMARY STATEMENT:**

The city is required to review and update the City's investment policy and strategy on an annual basis. Exhibit A updates our approved broker list, based on the recommendation of our investment advisor, Patterson and Associates.

The investment policy is included in the annual budget document for disclosure and transparency.

## **EXHIBITS:**

Investment Policy

## **RECOMMENDED ACTION:**

Approve Resolution No. 03-2018.

## **EXPENDITURE REQUIRED:**

\$0

## **CURRENT BALANCE IN ACCOUNT:**

N/A

## **AMOUNT BUDGETED:**

N/A

## **ACCOUNT NUMBER:**

N/A

## **PAYMENT TO BE MADE TO:**

N/A

## **ATTACHMENTS**

- [Resolution 03-2018.pdf](#)
- [investment policy 2017 revised 8-28-17.docx](#)
- [November 2017.pdf](#)

**CITY OF KERRVILLE, TEXAS  
RESOLUTION NO. 03-2018**

**A RESOLUTION ADOPTING THE CITY OF KERRVILLE  
INVESTMENT POLICY AND STRATEGY REGARDING  
THE INVESTMENT OF CITY FUNDS, IN ACCORDANCE  
WITH THE PUBLIC FUNDS INVESTMENT ACT**

**WHEREAS**, the Public Funds Investment Act (Chapter 2256 of the Texas Government Code) requires a city to annually review its investment policy with respect to the investment of public funds collected and held by a city pending the need to spend said funds; and

**WHEREAS**, City staff, along with its consultant, has reviewed the City's current investment policy and recommends adopting a new, revised policy, including the investment strategy contained therein; and

**WHEREAS**, the City Council of the City of Kerrville, Texas, having reviewed said policy, concurs in the City staffs' recommendation and finds that it is in the public interest to adopt the new policy;

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

**SECTION ONE.** The City of Kerrville, Texas, Investment Policy and Strategy, attached as **Exhibit A**, is adopted.

**SECTION TWO.** All previous Investment Policies adopted by the City Council and their corresponding resolutions are terminated and repealed.

**PASSED AND APPROVED ON this the \_\_\_\_\_ day of \_\_\_\_\_, A.D., 2018.**

ATTEST:

\_\_\_\_\_  
Bonnie White, Mayor

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

APPROVED AS TO FORM:

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

## Investment Policy and Strategy

### I. General Policy

It is the policy of the City of Kerrville (the "City") to administer its funds and the investment of those funds, as its highest public trust. The funds shall be invested in a manner, which provides for maximum safety of principal through risk management and diversification while meeting the City's daily cash needs. The investment of the City's funds should provide a reasonable investment return. The earnings from investment will be used in a manner that best serves the interests of the City, as determined by City Council.

The City shall administer its investment activities in conformance with the Public Funds Investment Act, Chapter 2256, Texas Government Code (the "Act"), the Public Collateral Act (Texas Government Code, Chapter 2257), and in conformance with other applicable state and federal laws, applicable bond requirements, and this investment policy (the "Policy").

### II. Scope

This Policy governs the investment of all financial assets of the City as accounted for in the City's Comprehensive Annual Financial Report ("CAFR"). This includes the financial assets of all funds reported in the CAFR other than the Kerrville Public Utility Board and Kerrville Joint Airport Board, both of which are set up and operated as entities separate from the City.

### III. Goals and Objectives

Investment of City funds is governed by the following investment objectives, in their order of priority:

- A. Safety - Safety of principal is the foremost objective of the investment program of the City. Investment shall be undertaken in a manner that seeks to ensure the preservation of capital and avoids security defaults or erosion of market values.
- B. Liquidity - The City's investment portfolio will remain sufficiently liquid to enable the City to meet all operating requirements that are reasonably anticipated. Ongoing cash flow analysis will be used to identify changing liquidity needs. Demand deposits or other liquid investments should be maintained as a liquidity buffer for unanticipated expenses. To the extent possible, the City will attempt to match its investment maturities with anticipated liabilities and cash flow requirements. To reflect the cash flow requirements and risk tolerance levels of the City, the weighted average maturity of the overall portfolio shall not exceed one (1) year.
- C. Diversification – In order to minimize investment and market risk, the City will diversify its investments by market sector (security type) and maturity.

D. Yield - The City's investment portfolio shall be designed with the objective of attaining a reasonable rate of return throughout budgetary and economic cycles, commensurate with the City's investment risk constraints and the cash flow characteristics of the portfolio. The portfolio(s) risk shall be measured quarterly against a benchmark based on cash flow analysis and the authorized portfolio structure. The overall portfolio shall have a maximum weighted average maturity of one (1) year. To measure the overall risk of the portfolio, a benchmark of the six-month Treasury Bill shall be reported.

Effective cash management is recognized as essential to good fiscal management. The City shall maintain a cash management program, which includes collection of accounts receivable, prudent investment of its available cash, disbursement of payments in accordance with invoice terms, and the management of banking services.

#### IV. Investment Strategy

The City maintains one commingled portfolio for investment purposes which incorporates the specific investment strategy consideration and the unique characteristics of the fund groups represented in the portfolio as follows:

- A. The investment strategy for operating, enterprise, and special revenue funds has as its primary objective the assurance that anticipated liabilities are matched and adequate investment liquidity provided. The secondary objective is to create a portfolio structure which will experience minimal volatility. This may be accomplished by purchasing high credit quality securities in a laddered maturity structure that permits some extension for yield enhancement. The maximum dollar weighted average maturity of one (1) year or less will be calculated using the stated final maturity date of each security.
- B. The investment strategy for debt service funds shall have as its primary objective the assurance of available funds adequate to fund the debt service obligations on a timely basis. Successive debt service dates will be fully funded before extension.
- C. The investment strategy for reserve funds shall have as its primary objective the ability to generate a revenue stream.
- D. The investment strategy for capital projects or capital project funds will have as its primary objective the assurance that anticipated cash flows are matched and provide adequate investment liquidity. The stated final maturity dates of securities held may not exceed the estimated project completion date.

The City shall pursue an active versus a passive portfolio management strategy. That is, securities may be sold before they mature if market conditions present an opportunity for the City to benefit from the trade. The City's Investment Officer or

Adviser will monitor the contents of the portfolio, the available markets, and the relative value of competing instruments to adjust the portfolio in response to market conditions.

**V. Investment Officers**

The Director of Finance, Assistant Director of Finance, and Finance Coordinator are authorized to administer the investment activities of the City and, are designated as "Investment Officers" for the purposes of this Policy. City Council may designate one or more additional qualified employees or an SEC registered Investment Advisor, as Investment Officer(s). The designation of additional Investment Officers shall be by City Council Policy adoption and/or award of contract. Authority and designation as an Investment Officer is effective until rescinded by the City, expiration of the officer's term, or until termination of employment. Investment Officers shall be familiar with this Policy. No Investment Officer may engage in an investment transaction except as provided under the terms of this Policy and the procedures established by the Director of Finance. A trading resolution is established by adoption of this Policy authorizing any Investment Officer to engage in investment transactions and open City designated accounts for time and demand deposits on behalf of the City. The persons so authorized to transact business are also authorized to approve wire transfers used in the process of investing.

**VI. Training**

All Investment Officers shall comply with training requirements under state law.

**VII. Standard of Care**

The standard of care to be used by the Investment Officer(s) shall be the "prudent person standard" and shall be applied in the context of managing the overall portfolio, rather than a consideration as to the prudence of a single investment; and whether the investment decision was consistent with this Policy. The standard states:

All investments shall be made with judgment and care, under prevailing circumstances, that a person of prudence, discretion, and intelligence would exercise in the management of their own affairs, not for speculation but for investment, considering the probable safety of the capital and the probable income to be derived.

Investment Officer(s) acting in accordance with the Policy and exercising due diligence, shall be relieved of personal liability for an individual security's credit risk or market price change, provided that deviations from expectations are reported in a timely manner and appropriate action is taken to control adverse developments.

An Investment Officer shall refrain from personal business activity that could conflict with proper execution of the investment program or that could impair their ability to make impartial investment decisions. An Investment Officer who has a personal business relationship with a business organization offering to engage in an investment transaction with the City shall file a statement disclosing that personal business interest to the City and the Texas Ethics Commission.

## VIII. Standard of Ethics

An Investment Officer shall act as custodians of the public trust and shall refrain from any transaction that might involve a conflict of interest, the appearance of a conflict of interest, or any activity that might otherwise discourage public confidence.

## IX. Authorized Professional Services and Investments

The City recognizes that all investment decisions regarding the City's portfolio are the responsibility of the City Council, which directs its Investment Officers. Thus, all Investment Advisors and brokers/dealers conducting business with the City shall make every reasonable effort to adhere to the spirit, philosophy, and specific terms of this Policy. All Investment Advisors and brokers/dealers shall avoid recommending or suggesting transactions outside the spirit, philosophy, and specific terms of this Policy and toward that end, shall adhere to the following:

A. Brokers/Dealers – A list of not less than five authorized brokers/dealers shall be maintained to assure a competitive process. See **Exhibit A** for a list of approved brokers/dealers. Investment Officers will establish the criteria, monitor the service, and evaluate the brokers/dealers based on their:

1. Adherence to the City's policies and strategies;
2. Responsiveness to the City's requests for service and information;
3. The quality of communications; and
4. Understanding of the inherent fiduciary responsibility of public funds

B. Information/Qualifications – All broker/dealers will be furnished with a copy of the current investment policy. Financial Institutions and brokers/dealers who desire to transact business with the City must supply the following documents to the Investment Officer or Investment Advisor (as applicable):

1. Current year audited financial statements;
2. Financial Institutions Regulatory Agency (FINRA) certification and FINRA's Central Depository Registration (CRD) number;
3. Proof of Texas State Securities registration; and

Brokers/dealers shall also provide timely trade documentation and confirmations. In order to perfect delivery versus payment, no authorized brokers/dealers or their affiliated bank will be used for safekeeping.

C. Certification – Before transacting any business with the City, an Investment Officer or Investment Advisor shall present each pool in which the City participates with a current copy of the Policy and an authorized representative of the pool shall, in writing to the City, certify substantially to the effect that:

1. The pool has received and reviewed the Policy; and
2. The pool has implemented reasonable procedures and controls to preclude investments with the City not authorized by the Policy.

If material changes are made to the Policy, an updated copy shall be provided to all authorized broker/dealers for re-certification.

- D. Investment Advisor – Investment Advisors shall be required to be registered with the U.S. Security and Exchange Commission and shall provide their SEC ADV Form to the City on an annual basis.
- E. Authorized Investments – Authorized investments under this Policy shall be limited to the instruments listed below as further described by the Act.
  - 1. Obligations of the United States Government, its agencies and instrumentalities, excluding mortgage backed securities, with a stated final maturity not to exceed two (2) years.
  - 2. Fully collateralized or FDIC insured depository certificates of deposit (CD) from banks doing business in Texas with a final state maturity not to exceed eighteen (18) months. Funds shall be collateralized in accordance with the Policy and governed by a written agreement that complies with federal and state regulations for properly securing a pledged security interest.
  - 3. FDIC insured brokered certificates of deposit securities from a bank in any US state, delivered versus payment to the City's safekeeping agent, not to exceed one (1) year to maturity. Before purchase, the Investment Officer must verify the FDIC status of the bank to assure that the bank is FDIC insured.
  - 4. Fully insured share certificates from credit unions in Texas not to exceed eighteen (18) months to stated maturity and insured by the National Credit Union Share Insurance Fund or its successor.
  - 5. Commercial paper rated A1/P1 or its equivalent by two (2) nationally recognized rating agencies and with a final stated maturity not to exceed one hundred eighty five (185) days from the date of issuance.
  - 6. AAA-rated SEC registered money market mutual funds, striving to maintain a \$1 net asset value and complies with SEC Rule 2a-7.
  - 7. Constant-dollar, AAA-rated or AAA-m rated Texas Local Government Investment Pools, approved by resolution of the City Council and complying with law and also complies with Sec Rule 2a-7. The City investment in any investment pool shall not exceed 5 percent of the total assets of the pool.
  - 8. Fully insured or collateralized interest bearing accounts of any bank in Texas. Fully collateralized or insured demand deposit accounts at

authorized City depositories, under the provisions of a written collateral/depository agreement.

9. State and municipal obligations of any state rated not less than AA by two (2) nationally recognized rating agencies and with a stated maturity not to exceed two (2) years.
10. Fully collateralized repurchase agreements transacted with a primary securities dealer as defined by the Federal Reserve, under a written master repurchase agreement, with a defined termination date, secured by obligations as defined by this Policy held by an independent third party custodian approved by the city, and with a stated final maturity not to exceed ninety (90) days.

This authorization includes flexible repurchase agreements ("flex repos") to be utilized only in the investment of bond proceeds with a stated final maturity not to exceed the expenditure plan on the bond proceeds.

#### **X. Delivery versus Payment**

All security transactions shall be settled on a delivery versus payment (DVP) basis in order to ensure that the City has total control of its investments and its funds at all times.

#### **XI. Competitive Bidding**

All investment transactions, including certificates of deposit, shall be made on a competitive basis to assure that the City is receiving fair market prices. Bids may be solicited orally, in writing, electronically, or in any combination of those methods.

#### **XII. Monitoring Credit Ratings**

The Investment Officer or Investment Adviser shall monitor, on no less than a monthly basis, the credit rating on all authorized investments in the portfolio based upon independent information from a nationally recognized rating agency. If any security(s) falls below the minimum rating required by this Policy, the Investment Officer or Adviser shall notify the Finance Director of the loss of rating, conditions affecting the rating, and possible loss of principal with liquidation options available, to determine liquidation options within five (5) business days after the loss of the required rating.

#### **XIII. Monitoring FDIC Status**

The Investment Officer or Investment Advisor shall monitor, on no less than a weekly basis, the status and ownership of all banks issuing brokered CDs owned by the City based upon information from the FDIC. If any bank has been acquired or merged with another bank in which brokered CDs are owned, the Investment Officer or Advisor shall immediately liquidate any brokered CD which places the City above the FDIC insurance level.

#### XIV. Collateralization

Consistent with state law requirements, the City shall require collateral equal to 102% of total deposits including accrued interest on all repurchase agreements and all time and demand deposits above the limits of federal insurance.

#### XV. Time and Demand Deposits - Pledged Collateral

Financial institutions serving as City depositories will be required to execute a depository agreement with the City outlining, among other conditions, collateral conditions and limitations. The agreement shall define the City's rights to the collateral in case of default, bankruptcy, or closing. Collateral authorized by the City will be limited to the following:

- A. Obligations of the US Government, its agencies and instrumentalities, including mortgage backed securities, which pass the Federal Reserve bank test.
- B. Obligations of any US state, their agencies and instrumentalities, and municipalities rated A or better by two (2) nationally recognized rating agencies.

Collateral pledged to the City must be maintained with a margin of 102% of the total time or demand amounts being collateralized including accrued interest. The banking institution shall be held contractually liable for monitoring and maintaining the required margins at all time. All collateral shall be held by an independent third party banking institution outside the holding company of the pledging bank. A clearly marked evidence of ownership must be provided to the City for all securities pledged and must clearly state that the security is pledged to the City. Substitution of collateral shall only be made after prior written approval by the City.

The pledging institution shall be responsible for providing a monthly report, preferably from the custodian, on pledged collateral listing at a minimum, the security description, CUSIP, par value, maturity, and current market value.

#### XVI. Repurchase Agreement - Owned Collateral

Collateral under a master repurchase agreement is owned by the City under a buy-sell transaction. It will be held by an independent third party safekeeping agent approved by the City under an executed Bond Market Association Master Repurchase Agreement. Collateral with a market value totaling 102% of the principal and accrued interest is required and the counter-party is responsible for the monitoring and maintaining of collateral and margins at all times.

#### XVII. Safekeeping of City-Owned Securities

All securities shall be settled on a delivery versus payment basis and be held in safekeeping by an independent third party financial institution approved by the City. The City shall contract with its banking services depository or another financial institution(s) as safekeeping agent for the safekeeping of any securities owned by the City. The designated safekeeping agent will be responsible for the clearing and safekeeping of all security trades and will provide a monthly report of holdings. All

securities held by the safekeeping agent on behalf of the City shall be evidenced by a safekeeping receipt.

#### XVIII. Diversification

Diversification by security types shall be established by the following maximum percentages of investment type to the total City investment portfolio:

Obligations of the US Government	90%
Obligations of US Agencies/Instrumentalities	90%
Depository Certificates of Deposit (CD)	90%
Limitation by banking institution	15%
Brokered Certificate of Deposit (CD) Securities	20%
Credit Union Share Certificates	10%
Commercial Paper	20%
Limitation by Issuer	10%
Money Market Mutual Funds	70%
Limitation by ownership in fund	5%
Constant Dollar Texas Investment Pools	90%
Limitation by ownership in fund	5%
State and municipal Obligations	25%

Maximum percentages listed above are to be based on amortized book value.

#### XIX. Internal Control

The Director of Finance shall maintain a system of internal controls over the investment activities of the City and his/her subordinate employees. The controls shall be designed to address fraud, employee error, misrepresentation by third parties, unanticipated market changes, and imprudent actions. Controls deemed most important include: control of collusion, separation of duties, custody and safekeeping, delegation of authority, securities losses and remedial actions, and documentation on all transactions. The City's internal controls over investment activities and quarterly investment reports shall be reviewed annually by the City's independent auditor as part of the annual audit process. Any irregularities or suggestions for improvement shall be reported to the City Council.

#### XX. Cash Flow Forecasting

Cash flow forecasting is a control designed to protect and sustain cash flow requirements of the City. The Investment Officer shall maintain a cash flow forecasting process designed to monitor and forecast cash positions of investment purposes.

#### XXI. Reporting

Not less than quarterly, the Director of Finance shall report to the City Council regarding the City's investment activities for the quarter in compliance with the Act. The reports shall contain sufficient information to permit an informed outside reader to evaluate the performance of the investment program and be prepared in accordance with the Act. Market prices for market value calculations shall be

obtained from independent sources. The quarterly report shall be signed by the Investment Officer and Investment Advisor as applicable.

## XXII. Depositories

The City will designate one banking institution through a competitive process as its central banking services provider at least every five (5) years. In selecting a depository, the services, cost of services, credit worthiness, earnings potential, and collateralization of each financial institution shall be considered. This institution will be used for normal banking services including disbursement, deposits, and safekeeping of securities. A depository agreement(s), executed in accordance with FIRREA (Financial Institutions Resource and Recovery Enforcement Act), shall be established before funds are transferred. Other banking institutions from which the City may purchase depository certificates of deposit (CD) will also be designated as depositories and must execute a written depository (collateral) contract in accordance with the provisions of this Policy if funds exceed FDIC insurance limits.

## XXIII. Policies and Strategy Review

City Council shall review and adopt an investment policy and strategy annually in conjunction with the adoption of the budget. Additional changes to the Policy can be adopted by City Council as needed. The City's investment activities shall be reviewed annually by the City's independent auditors as part of the annual audit process. The objective of the review shall be to ascertain compliance of the City's investment activities with the investment policy, investment strategy, and applicable laws. Any irregularities shall be reported to the City Council through a report as prescribed by the audit engagement agreement.

**Exhibit A**  
**Authorized Broker / Dealers**

1. Bank of America Merrill Lynch
2. Piper Jaffray
3. First Tennessee
4. F.C. Stone
5. Mizuho Securities
6. Morgan Stanley
7. Mutual Securities
8. Raymond James
9. RBC Capital Markets
10. Stifel Nicolaus
11. Williams Group



# Monthly Investment Report

## November 30, 2017

PATTERSON & ASSOCIATES



INVESTMENT PROFESSIONALS

# Is the World Getting Flatter - the Curve Is

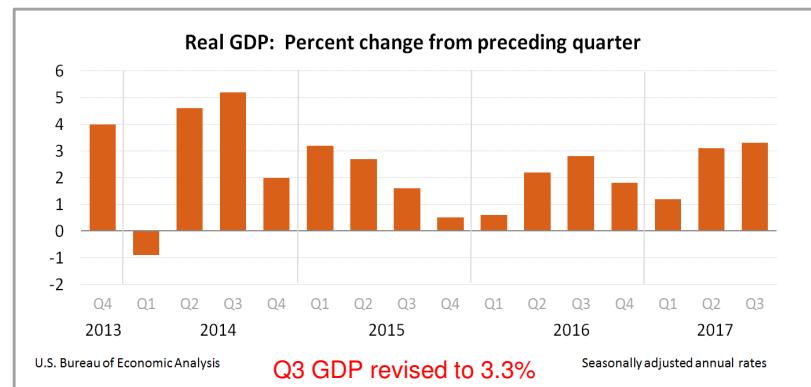
Much of the past few months markets have fixated on rate normalization as central banks around the world inch rates higher. Much of that is due to improving economic conditions but also a need, as Chair Yellen stated this month, for banks to create a balance and avoid a “boom-bust situation.” In other words we need to continue to raise rates but not quickly. Appointee Powell looks to continue this path.

This month Chair Yellen resigned and Jerome Powell appears destined to be the next Fed Chair starting in February. Powell has expressed his objective for a monetary policy which will support business investment and labor participation to avoid a *“low growth trap.”* Therefore it is unlikely he will push aggressively for rate hikes which might slow this moderate, steady acceleration. In sum, moderate growth is now considered *“healthy.”* This view and the moderation in non-farm payrolls and a weakening inflation will tend to support the prices in the long end and continue the flattening curve.

Whether a flat curve will lead to a mild technical recession is the question. This is dependent on top line growth and inflation. PPI inflation popped but much was from gasoline and plane fares although oil fell. Currency changes overseas have also squeezed inflation in the US. Inflation isn’t responding to growth largely because of low unit labor costs and it has yet to filter meaningfully down to the consumer. Retail sales continue to move steadily up – this month with a big jump in auto sales. One interesting trend getting some attention is non-store retail sales (online purchases). These fell last month -0.3% but have been fairly steady since July. The 12-month trend is at a healthy 6.8%.

In addition, complications from the anticipated tax bill (and Obama Care changes) will further muddy the growth and consumer outlook and as deals are made and the original goals watered-down, it may decrease the positive anticipation and impact on business and consumers alike. Even with the uncertainty and in-fighting, the meager inflation gains may embolden the Fed hawks to argue price pressures are mounting in the pipeline and justify further rate hikes now to combat additional future inflation. Of course, with core inflation missing the Fed’s 2% target for more than 20 of the past 25 years, the doves appear to have the more credible argument.

Oil prices remain under pressure. The International Energy Agency questioned *tightening* fuel prices and the American Petrol Institute is reporting a supply build of over 6.51 million barrels this past month. Neither looks promising for higher prices.



A flattening (less steep) yield curve often leads to a technical recession. At the short end rates rise and the long end rates drop. The long end dropping indicates that long end buyers are not concerned about inflation and expect the rally to continue. At the short end there is pressure down from domestic and international buyers who believe the economy is growing but it is also complicated by additional Treasury supply (auctions) and uncertainty on tax reform. The short end reflects a measure of uncertainty and investors stay short to prepare for events.



# Investors and Consumers Look to 2018

The current economic cycle has now reached 100 months and if it continues through next spring it will be the second longest in 160 years (yes, 1857). But it will also go down as one of the most disappointing. Despite the growth GDP per capita has averaged only 1.4%. Some of this at least has to be attributed to tremendous changes in technology, demographics, and geo-political events.

Regardless of the duration of the cycle confidence remains high and all eyes are now focused on DC for tax reform. Consumer confidence increased this month despite Wall Street's outlook for a decline. The good labor market, low interest rates, low inflation and optimism on tax reform pushed the confidence index up. Record highs in the stock market and rising home values have consumers feeling more wealthy and that should translate into more spending this holiday season.

The latest National Federation of Independent Businesses (NFIB) survey shows that small businesses also remain optimistic on the US economy. With inflation staying hidden and with an increase in PPI but without an increase in CPI the outlook is bad for earnings but not for the consumer. Companies are as yet unable to pass along price increases to consumers and it shows in the increasing trade deficit. Call it the Amazon effect or whatever, the result is no real threat of inflation on the horizon. There remains some underlying issues that could eventually result in inflation, continued strong employment figures which leads to a belief by employers they will be paying more in compensation. Retail sales are, of course, a focal point in the holiday season.

## Looking across the economy:

- auto sales have been strong over the last quarter,
- business equipment sales are strong,
- housing has slowed but looking forward permits and starts are growing, and
- industrial production is rebounding to its best rate since 2014.

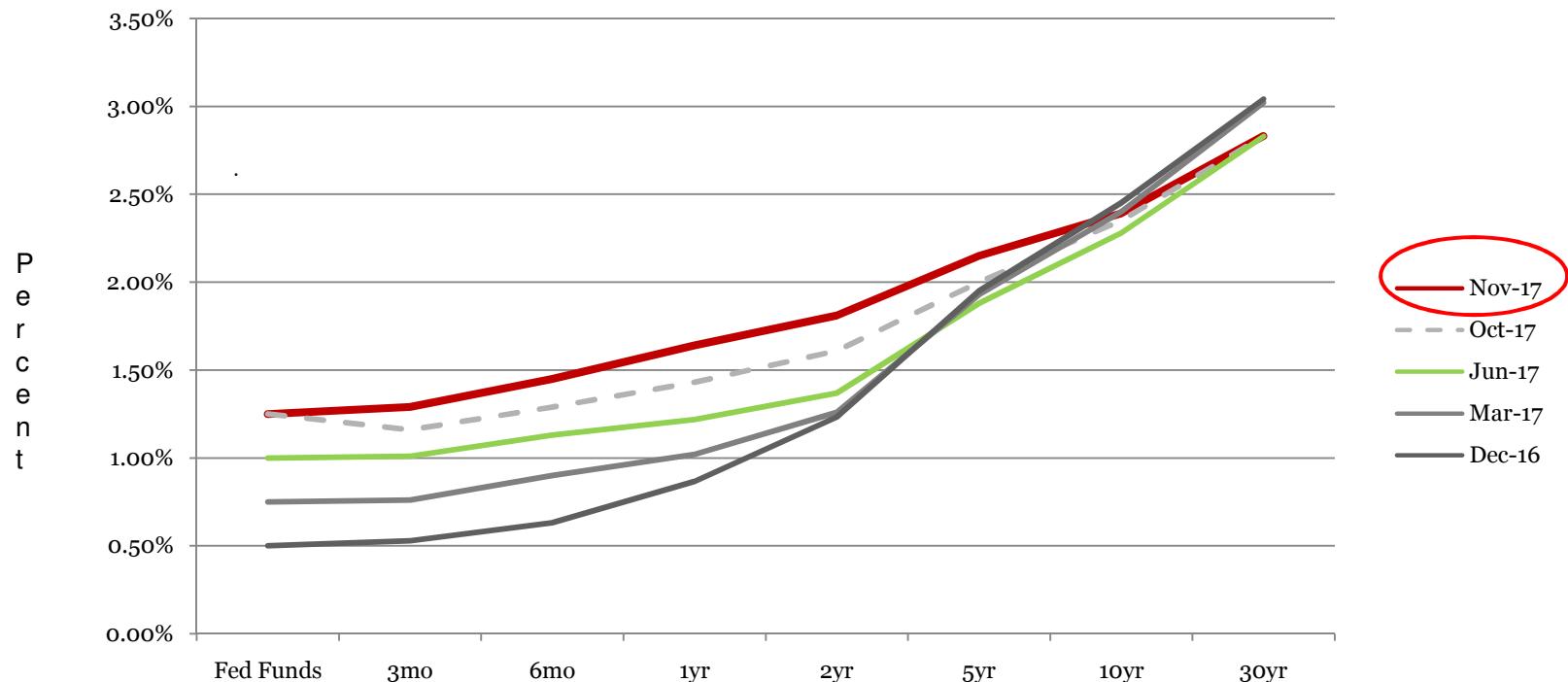
The overall picture is positive and points to the same slow plodding growth we have seen all year but without the normal inflation. GDP in 2017 has been 3.3% versus the 2.2% pace for the past several years and with the stock markets hitting repetitive new highs investors could expect continuing flattening on the curve but no recession. The strength in the economy belies any true recession although bumps along the way are to be expected.



# Rates Flattening Continues

The concern for a flattening (less steep) curve has its very clear roots in the spread between the long and short ends of the curve. A flat curve is typically an indication investors are worried about the macroeconomic outlook. This usually happens in response to slower growth or low inflation. Coming from historic lows and tremendous uncertainty in economic and geo-political areas has accentuated this move currently. The long investors see no inflation and the uncertainty drive investors to the US sovereigns credit quality. Treasuries are higher (lower yields) on negotiations for tax reform and the debt ceiling.

The *spread* between the 2 year and 30 year has moved on this chart from 181 bps to 103 bps. A December hike is expected. A Powell –led Fed appears to deviating little from the current gradual pathway to higher rates with a slow and controlled wind-down of the balance sheet.

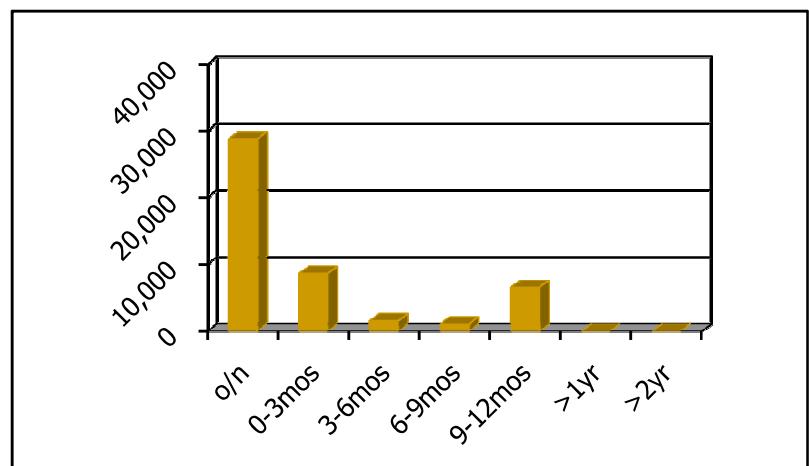
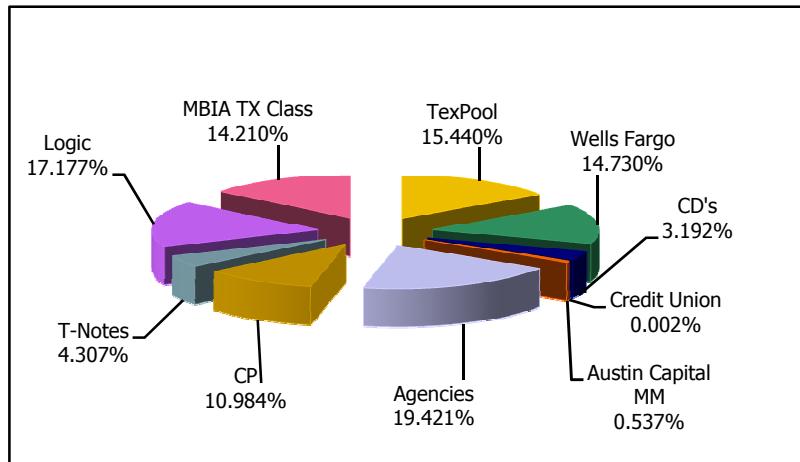


End of Month Rates - Full Yield Curve – Fed Funds to 30yr

# Your Portfolio

As of November 30, 2017

- P&A constantly reviews your portfolio for optimal asset allocation and a controlled average maturity because a diversified portfolio can better adjust to volatile market conditions.
- The very short-term rates continue to move up with the Fed's move and short term alternatives are available especially for those with access to commercial paper. Rates beyond one year will best the pools.
- Banks remain *uninterested* in new deposits and everyone must review the ECR rates versus those available outside the banks.
- It is time to reduce cash balances and plan for the tax funds coming soon.
- The non-cash portion of your portfolio is yielding 1.23%.





**City of Kerrville, Texas  
Portfolio Management  
Portfolio Summary  
November 30, 2017**

Patterson & Associates  
901 S. MoPac  
Suite 195  
Austin, TX 78746

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 365 Equiv.
Kerr County Credit Union	21.99	21.99	21.99	0.00	1	1	0.000
Austin Capital Bank MM	249,405.06	249,405.06	249,405.06	0.54	1	1	0.700
MBIA Texas Class	6,585,425.06	6,585,425.06	6,585,425.06	14.21	1	1	1.300
Commercial Paper Disc. -Amortizing	5,100,000.00	5,089,699.89	5,089,699.89	10.98	155	49	1.470
Federal Agency Coupon Securities	9,000,000.00	8,970,837.75	8,999,567.64	19.42	536	205	1.061
Treasury Coupon Securities	2,000,000.00	1,992,422.00	1,996,282.53	4.31	365	334	1.455
Brokered CD's	240,000.00	239,912.16	240,000.00	0.52	334	171	1.300
TexPool	7,155,166.78	7,155,166.78	7,155,166.78	15.44	1	1	1.283
Wells Fargo Bank	6,826,164.57	6,826,164.57	6,826,164.57	14.73	1	1	0.145
CD's - Interest Mthly/Qtrly/Annly	1,239,341.36	1,239,341.36	1,239,341.36	2.67	383	192	1.149
LOGIC	7,959,876.43	7,959,876.43	7,959,876.43	17.18	1	1	1.291
	<b>46,355,401.25</b>	<b>46,308,273.05</b>	<b>46,340,951.31</b>	<b>100.00%</b>	<b>150</b>	<b>66</b>	<b>1.097</b>
<b>Investments</b>							

**Cash and Accrued Interest**

Accrued Interest at Purchase	2,491.11	2,491.11
Subtotal	2,491.11	2,491.11
<b>Total Cash and Investments</b>	<b>46,355,401.25</b>	<b>46,310,764.16</b>

Total Earnings	November 30 Month Ending	Fiscal Year To Date
Current Year	43,401.66	88,565.03

The following reports are submitted in accordance with the Public Funds Investment Act (Texas Gov't Code 2256). The reports also offer supplemental information not required by the Act in order to fully inform the governing body of the City of Kerrville, Texas of the position and activity within the City's portfolio of investments. The reports include a management summary overview, a detailed inventory report for the end of the period, a transaction report, as well as graphic representations of the portfolio to provide full disclosure to the governing body.

Sandra Yarbrough, Director of Finance



**City of Kerrville, Texas**  
**Summary by Type**  
**November 30, 2017**  
**Grouped by Fund**

Patterson & Associates  
901 S. MoPac  
Suite 195  
Austin, TX 78746

Security Type	Number of Investments	Par Value	Book Value	% of Portfolio	Average YTM 365	Average Days to Maturity
<b>Fund: 2015 CO Bonds</b>						
MBIA Texas Class	1	0.00	0.00	0.00	0.000	0
Subtotal	1	0.00	0.00	0.00	0.000	0
<b>Fund: Debt Service</b>						
Commercial Paper Disc. -Amortizing	2	3,100,000.00	3,090,696.56	6.67	1.511	73
Subtotal	2	3,100,000.00	3,090,696.56	6.67	1.511	73
<b>Fund: Economic Improvement Corp</b>						
Kerr County Credit Union	1	0.00	0.00	0.00	0.000	0
CD's - Interest Mthly/Qtrly/Annly	1	250,000.00	250,000.00	0.54	1.150	77
TexPool	1	4,333,023.55	4,333,023.55	9.35	1.283	1
Wells Fargo Bank	1	10,000.00	10,000.00	0.02	0.000	1
Subtotal	4	4,593,023.55	4,593,023.55	9.91	1.273	5
<b>Fund: General Fund</b>						
Austin Capital Bank MM	1	249,405.06	249,405.06	0.54	0.700	1
Commercial Paper Disc. -Amortizing	1	2,000,000.00	1,999,003.33	4.31	1.406	13
Federal Agency Coupon Securities	7	9,000,000.00	8,999,567.64	19.42	1.061	205
CD's - Interest Mthly/Qtrly/Annly	4	989,341.36	989,341.36	2.13	1.149	221
Kerr County Credit Union	2	21.99	21.99	0.00	0.000	1
LOGIC	1	7,959,876.43	7,959,876.43	17.18	1.291	1
MBIA Texas Class	1	6,585,425.06	6,585,425.06	14.21	1.300	1
Treasury Coupon Securities	1	2,000,000.00	1,996,282.53	4.31	1.455	334
TexPool	1	2,822,143.23	2,822,143.23	6.09	1.283	1
Wells Fargo Bank	4	6,816,164.57	6,816,164.57	14.71	0.145	1
Brokered CD's	1	240,000.00	240,000.00	0.52	1.300	171
Subtotal	24	38,662,377.70	38,657,231.20	83.42	1.043	73

Total and Average	31	46,355,401.25	46,340,951.31	100.00	1.097	66
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**City of Kerrville, Texas**  
**Fund 15CO - 2015 CO Bonds**  
**Investments by Fund**  
**November 30, 2017**

Patterson & Associates  
901 S. MoPac  
Suite 195  
Austin, TX 78746

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
<b>MBIA Texas Class</b>											
4870002	285	MBIA Texas Class	10/01/2017	0.00	0.00	0.00					1
			<b>Subtotal and Average</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		<b>0.000</b>	<b>0.000</b>		<b>0</b>
			<b>Total Investments and Average</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		<b>0.000</b>	<b>0.000</b>		<b>0</b>

**Fund DS - Debt Service**  
**Investments by Fund**  
**November 30, 2017**

Page 2

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
<b>Commercial Paper Disc. -Amortizing</b>											
27873KBC5	305	Ebury Finance CP	08/21/2017	1,993,997.78	2,000,000.00	1,993,997.78		1.490	1.511	02/12/2018	73
40588MBC0	304	Halkin Finance CP	08/21/2017	1,096,698.78	1,100,000.00	1,096,698.78		1.490	1.511	02/12/2018	73
			<b>Subtotal and Average</b>	<b>3,090,696.56</b>	<b>3,100,000.00</b>	<b>3,090,696.56</b>		<b>1.491</b>	<b>1.511</b>		<b>73</b>
			<b>Total Investments and Average</b>	<b>3,090,696.56</b>	<b>3,100,000.00</b>	<b>3,090,696.56</b>		<b>1.491</b>	<b>1.511</b>		<b>73</b>

**Fund EIC - Economic Improvement Corp**  
**Investments by Fund**  
**November 30, 2017**

Page 3

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
<b>Kerr County Credit Union</b>											
99993	170	Kerr County Fed Credit Union	10/01/2017	0.00	0.00	0.00					1
			<b>Subtotal and Average</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		<b>0.000</b>	<b>0.000</b>		0
<b>TexPool</b>											
999910	280	TexPool Prime	08/15/2016	4,333,023.55	4,333,023.55	4,333,023.55	1.283	1.265	1.282		1
			<b>Subtotal and Average</b>	<b>4,333,023.55</b>	<b>4,333,023.55</b>	<b>4,333,023.55</b>		<b>1.265</b>	<b>1.283</b>		1
<b>Wells Fargo Bank</b>											
9999999911	302	Wells Fargo Commercial Chkg	07/01/2017	10,000.00	10,000.00	10,000.00					1
			<b>Subtotal and Average</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>10,000.00</b>		<b>0.000</b>	<b>0.000</b>		1
<b>CD's - Interest Mthly/Qrtrly/Annly</b>											
1492A	295	Texas Hill Country Bank	02/16/2017	250,000.00	250,000.00	250,000.00	1.150	1.134	1.150	02/16/2018	77
			<b>Subtotal and Average</b>	<b>250,000.00</b>	<b>250,000.00</b>	<b>250,000.00</b>		<b>1.134</b>	<b>1.150</b>		77
			<b>Total Investments and Average</b>	<b>4,593,023.55</b>	<b>4,593,023.55</b>	<b>4,593,023.55</b>		<b>1.255</b>	<b>1.273</b>		5

**Fund GEN - General Fund**  
**Investments by Fund**  
**November 30, 2017**

Page 4

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
<b>Kerr County Credit Union</b>											
99991	122	Kerr County Fed Credit Union	10/01/2017	6.71	6.71	6.71					1
99992	131	Kerr County Fed Credit Union	10/01/2017	15.28	15.28	15.28					1
			<b>Subtotal and Average</b>	<b>21.99</b>	<b>21.99</b>	<b>21.99</b>		<b>0.000</b>	<b>0.000</b>		1
<b>Austin Capital Bank MM</b>											
5002332	123	Austin Capital Bank MM	10/01/2017	249,405.06	249,405.06	249,405.06	0.700	0.690	0.700		1
			<b>Subtotal and Average</b>	<b>249,405.06</b>	<b>249,405.06</b>	<b>249,405.06</b>		<b>0.690</b>	<b>0.700</b>		1
<b>MBIA Texas Class</b>											
4870001A	281	MBIA Texas Class	10/01/2017	6,585,425.06	6,585,425.06	6,585,425.06	1.300	1.282	1.300		1
			<b>Subtotal and Average</b>	<b>6,585,425.06</b>	<b>6,585,425.06</b>	<b>6,585,425.06</b>		<b>1.282</b>	<b>1.300</b>		1
<b>Commercial Paper Disc. -Amortizing</b>											
16536HZE4	303	Chesham Finance CP	08/11/2017	1,999,003.33	2,000,000.00	1,999,003.33		1.386	1.405	12/14/2017	13
			<b>Subtotal and Average</b>	<b>1,999,003.33</b>	<b>2,000,000.00</b>	<b>1,999,003.33</b>		<b>1.387</b>	<b>1.406</b>		13
<b>Federal Agency Coupon Securities</b>											
3132X0NF4	291	FRMAC Note	01/25/2017	2,000,000.00	2,000,000.00	1,998,858.00	0.950	0.936	0.950	01/25/2018	55
31315PC98	306	FRMAC Note	08/28/2017	999,441.80	1,000,000.00	998,871.00	1.180	1.267	1.285	06/12/2018	193
3130ABE77	297	FHLB Note	05/17/2017	999,637.69	1,000,000.00	998,380.00	1.125	1.192	1.208	05/08/2018	158
3134GAGF5	277	FHLMC Call Note	09/13/2016	2,000,000.00	2,000,000.00	1,991,254.00	1.100	1.084	1.100	09/13/2018	286
3134GAWQ3	287	FHLMC Call Note	11/28/2016	490,000.00	490,000.00	485,986.90	1.070	1.055	1.070	11/28/2018	362
3134GAWM2	288	FHLMC Call Note	11/28/2016	1,510,000.00	1,510,000.00	1,498,123.85	1.050	1.035	1.050	11/28/2018	362
3136G1DG1	276	FNMA Note	09/12/2016	1,000,488.15	1,000,000.00	999,364.00	1.050	0.832	0.843	02/27/2018	88
			<b>Subtotal and Average</b>	<b>8,999,567.64</b>	<b>9,000,000.00</b>	<b>8,970,837.75</b>		<b>1.046</b>	<b>1.061</b>		204
<b>Treasury Coupon Securities</b>											
912828WD8	309	T Note	10/31/2017	1,996,282.53	2,000,000.00	1,992,422.00	1.250	1.435	1.455	10/31/2018	334
			<b>Subtotal and Average</b>	<b>1,996,282.53</b>	<b>2,000,000.00</b>	<b>1,992,422.00</b>		<b>1.435</b>	<b>1.455</b>		334
<b>Brokered CD's</b>											
98878BPW2	300	Zion Bank CD FDIC#2270	06/21/2017	240,000.00	240,000.00	239,912.16	1.300	1.282	1.300	05/21/2018	171
			<b>Subtotal and Average</b>	<b>240,000.00</b>	<b>240,000.00</b>	<b>239,912.16</b>		<b>1.282</b>	<b>1.300</b>		171

**Fund GEN - General Fund**  
**Investments by Fund**  
**November 30, 2017**

Page 5

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
<b>TexPool</b>											
99996	110	TexPool Prime	02/02/2011	2,822,143.23	2,822,143.23	2,822,143.23	1.283	1.265	1.282		1
			<b>Subtotal and Average</b>	<b>2,822,143.23</b>	<b>2,822,143.23</b>	<b>2,822,143.23</b>		<b>1.265</b>	<b>1.283</b>		1
<b>Wells Fargo Bank</b>											
999999993	1002	Wells Fargo Analyzed Bus Chkg	09/30/2006	5,805,960.55	5,805,960.55	5,805,960.55					1
999999998	106	Wells Fargo Analyzed Bus Chkg	08/31/2010	633.00	633.00	633.00					1
9999999912	308	Wells Fargo Analyzed Bus Chkg	09/01/2017	1,820.02	1,820.02	1,820.02					1
28174A	284	Wells Fargo Gov MM (WFFXX)	09/29/2016	1,007,751.00	1,007,751.00	1,007,751.00	0.980	0.966	0.980		1
			<b>Subtotal and Average</b>	<b>6,816,164.57</b>	<b>6,816,164.57</b>	<b>6,816,164.57</b>		<b>0.143</b>	<b>0.145</b>		1
<b>CD's - Interest Mthly/Qrtrly/Annly</b>											
2700025348C	299	Anthem Bank	05/20/2017	249,116.16	249,116.16	249,116.16	1.160	1.144	1.160	05/20/2018	170
8410000092C	282	Hillcrest Bank	09/12/2016	251,598.16	251,598.16	251,598.16	0.900	0.887	0.900	12/12/2017	11
39006093H	310	Pioneer Bank	11/19/2017	245,455.04	245,455.04	245,455.04	1.292	1.274	1.292	11/19/2018	353
1475B	311	Texas Hill Country Bank	11/23/2017	243,172.00	243,172.00	243,172.00	1.250	1.232	1.250	11/23/2018	357
			<b>Subtotal and Average</b>	<b>989,341.36</b>	<b>989,341.36</b>	<b>989,341.36</b>		<b>1.133</b>	<b>1.149</b>		220
<b>LOGIC</b>											
999999910	257	Logic	02/19/2016	7,959,876.43	7,959,876.43	7,959,876.43	1.291	1.273	1.291		1
			<b>Subtotal and Average</b>	<b>7,959,876.43</b>	<b>7,959,876.43</b>	<b>7,959,876.43</b>		<b>1.274</b>	<b>1.291</b>		1
			<b>Total Investments and Average</b>	<b>38,657,231.20</b>	<b>38,662,377.70</b>	<b>38,624,552.94</b>		<b>1.029</b>	<b>1.043</b>		72



**City of Kerrville, Texas**  
**Cash Reconciliation Report**  
**For the Period November 1, 2017 - November 30, 2017**  
**Grouped by Fund**

Patterson & Associates  
901 S. MoPac  
Suite 195  
Austin, TX 78746

Trans. Date	Investment #	Fund	Trans. Type	Security ID	Par Value	Security Description	Maturity Date	Purchases	Interest	Redemptions	Cash
<b>Economic Improvement Corp</b>											
11/16/2017	295	EIC	Interest	1492A	250,000.00	THCB 0.3M 1.15% Mat. 02/16/2018	02/16/2018	0.00	724.66	0.00	724.66
11/16/2017	295	EIC	Interest	1492A	250,000.00	THCB 0.3M 1.15% Mat. 02/16/2018	02/16/2018	-724.66	0.00	0.00	-724.66
							<b>Subtotal</b>	<b>-724.66</b>	<b>724.66</b>	<b>0.00</b>	<b>0.00</b>
<b>General Fund</b>											
11/08/2017	297	GEN	Interest	3130ABE77	1,000,000.00	FHLB 1.0M 1.13% Mat. 05/08/2018	05/08/2018	0.00	5,625.00	0.00	5,625.00
11/19/2017	289	GEN	Interest	39006093G	243,022.89	PIONBK 0.2M 1.00% Mat.	11/19/2017	0.00	207.52	0.00	207.52
11/19/2017	289	GEN	Interest	39006093G	243,022.89	PIONBK 0.2M 1.00% Mat.	11/19/2017	-207.52	0.00	0.00	-207.52
11/19/2017	310	GEN	Purchase	39006093H	245,455.04	PIONBK 0.2M 1.29% Mat.	11/19/2018	-245,455.04	0.00	0.00	-245,455.04
11/23/2017	290	GEN	Interest	1475A	240,395.51	THCB 0.2M 1.15% Mat. 11/23/2017	11/23/2017	0.00	702.83	0.00	702.83
11/23/2017	290	GEN	Interest	1475A	240,395.51	THCB 0.2M 1.15% Mat. 11/23/2017	11/23/2017	-702.83	0.00	0.00	-702.83
11/23/2017	311	GEN	Purchase	1475B	243,172.00	THCB 0.2M 1.25% Mat. 11/23/2018	11/23/2018	-243,172.00	0.00	0.00	-243,172.00
11/24/2017	248	GEN	Interest	3134G74Q1	2,000,000.00	FHLMCC 2.0M 0.85% Mat.	11/24/2017	0.00	8,500.00	0.00	8,500.00
11/24/2017	248	GEN	Maturity	3134G74Q1	2,000,000.00	FHLMCC 2.0M 0.85% Mat.	11/24/2017	0.00	0.00	2,000,000.00	2,000,000.00
11/28/2017	287	GEN	Interest	3134GAWQ3	490,000.00	FHLMCC 0.5M 1.07% Mat.	11/28/2018	0.00	2,621.50	0.00	2,621.50
11/28/2017	288	GEN	Interest	3134GAWM2	1,510,000.00	FHLMCC 1.5M 1.05% Mat.	11/28/2018	0.00	7,927.50	0.00	7,927.50
11/30/2017	299	GEN	Interest	2700025348C	247,587.33	ANTHEM 0.2M 1.16% Mat.	05/20/2018	0.00	804.93	0.00	804.93
11/30/2017	299	GEN	Interest	2700025348C	247,587.33	ANTHEM 0.2M 1.16% Mat.	05/20/2018	-804.93	0.00	0.00	-804.93
							<b>Subtotal</b>	<b>-490,342.32</b>	<b>26,389.28</b>	<b>2,000,000.00</b>	<b>1,536,046.96</b>
							<b>Total</b>	<b>-491,066.98</b>	<b>27,113.94</b>	<b>2,000,000.00</b>	<b>1,536,046.96</b>



**City of Kerrville, Texas**  
**Purchases Report**  
**Sorted by Fund - Fund**

**November 1, 2017 - November 30, 2017**

Patterson & Associates  
901 S. MoPac  
Suite 195  
Austin, TX 78746

CUSIP	Investment #	Fund	Sec. Type Issuer	Original Par Value	Purchase Date	Payment Periods	Principal Purchased	Accrued Interest at Purchase	Rate at Purchase	Maturity Date	YTM	Ending Book Value
<b>General Fund</b>												
39006093H	310	GEN	RR4 PIONBK	245,455.04	11/19/2017	/ - Monthly	245,455.04		1.292	11/19/2018	1.292	245,455.04
1475B	311	GEN	RR4 THCB	243,172.00	11/23/2017	/ - Quarterly	243,172.00		1.250	11/23/2018	1.250	243,172.00
			<b>Subtotal</b>	<b>488,627.04</b>			<b>488,627.04</b>	<b>0.00</b>				<b>488,627.04</b>
			<b>Total Purchases</b>	<b>488,627.04</b>			<b>488,627.04</b>	<b>0.00</b>				<b>488,627.04</b>



**City of Kerrville, Texas**  
**Maturity Report**  
**Sorted by Maturity Date**

Amounts due during November 1, 2017 - November 30, 2017

Patterson & Associates  
901 S. MoPac  
Suite 195  
Austin, TX 78746

CUSIP	Investment #	Fund	Sec. Type	Issuer	Par Value	Maturity Date	Purchase Date at Maturity	Rate	Book Value at Maturity	Interest	Maturity Proceeds	Net Income
39006093G	289	GEN	RR4	PIONBK	245,247.52	11/19/2017	11/19/2016	0.996	245,247.52	0.00	245,247.52	0.00
1475A	290	GEN	RR4	THCB	242,469.17	11/23/2017	11/23/2016	1.150	242,469.17	0.00	242,469.17	0.00
3134G74Q1	248	GEN	FAC	FHLMCC	2,000,000.00	11/24/2017	11/24/2015	0.850	2,000,000.00	8,500.00	2,008,500.00	8,500.00
Total Maturities					2,487,716.69				2,487,716.69	8,500.00	2,496,216.69	8,500.00



**City of Kerrville, Texas**  
**Interest Earnings**  
**Sorted by Fund - Fund**

**November 1, 2017 - November 30, 2017**  
**Period Yield on Average Book Value**

Patterson & Associates  
901 S. MoPac  
Suite 195  
Austin, TX 78746

CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Average Book Value	Maturity Date	Current Rate	Yield This Period	Adjusted Interest Earnings		
										Interest Earned	Amortization/ Accretion	Adjusted Interest Earnings
<b>Fund: Debt Service</b>												
27873KBC5	305	DS	ACP	2,000,000.00	1,991,531.11	1,992,805.56	02/12/2018	0.124	0.00	2,466.67	2,466.67	
40588MBC0	304	DS	ACP	1,100,000.00	1,095,342.11	1,096,043.06	02/12/2018	0.124	0.00	1,356.67	1,356.67	
			<b>Subtotal</b>	<b>3,100,000.00</b>	<b>3,086,873.22</b>	<b>3,088,848.61</b>		<b>0.124</b>	<b>0.00</b>	<b>3,823.34</b>	<b>3,823.34</b>	
<b>Fund: Economic Improvement Corp</b>												
999910	280	EIC	RRP	4,333,023.55	4,392,875.21	4,337,952.00		1.283	0.105	4,572.69	0.00	4,572.69
1492A	295	EIC	RR4	250,000.00	250,000.00	250,000.00	02/16/2018	1.150	0.095	236.30	0.00	236.30
			<b>Subtotal</b>	<b>4,583,023.55</b>	<b>4,642,875.21</b>	<b>4,587,952.00</b>		<b>0.105</b>	<b>4,808.99</b>	<b>0.00</b>	<b>4,808.99</b>	
<b>Fund: General Fund</b>												
3136G1DG1	276	GEN	FAC	1,000,000.00	1,000,658.44	1,000,570.46	02/27/2018	1.050	0.070	875.00	-170.29	704.71
3130ABE77	297	GEN	FAC	1,000,000.00	999,568.46	999,604.23	05/08/2018	1.125	0.101	937.50	69.23	1,006.73
912828WD8	309	GEN	TRC	2,000,000.00	1,995,948.63	1,996,121.15	10/31/2018	1.250	0.121	2,071.82	333.90	2,405.72
3134GAWM2	288	GEN	FAC	1,510,000.00	1,510,000.00	1,510,000.00	11/28/2018	1.050	0.088	1,321.25	0.00	1,321.25
3134GAWQ3	287	GEN	FAC	490,000.00	490,000.00	490,000.00	11/28/2018	1.070	0.089	436.92	0.00	436.92
3134G74Q1	248	GEN	FAC	0.00	2,000,000.00	1,533,333.33	11/24/2017	0.850	0.071	1,086.11	0.00	1,086.11
3134GAGF5	277	GEN	FAC	2,000,000.00	2,000,000.00	2,000,000.00	09/13/2018	1.100	0.092	1,833.34	0.00	1,833.34
99996	110	GEN	RRP	2,822,143.23	2,822,143.23	2,822,143.23		1.283	0.105	2,975.08	0.00	2,975.08
8410000092C	282	GEN	RR4	251,598.16	251,598.16	251,598.16	12/12/2017	0.900	0.074	186.11	0.00	186.11
9999999910	257	GEN	RR5	7,959,876.43	8,650,942.26	8,417,906.73		1.291	0.106	8,934.17	0.00	8,934.17
4870001A	281	GEN	LA4	6,585,425.06	6,578,408.39	6,578,878.37		1.300	0.107	7,016.67	0.00	7,016.67
2700025348C	299	GEN	RR4	249,116.16	248,311.23	248,338.06	05/20/2018	1.160	0.094	234.46	0.00	234.46
5002332	123	GEN	LA2	249,405.06	250,261.36	249,766.15		0.700	0.058	143.70	0.00	143.70
39006093H	310	GEN	RR4	245,455.04	0.00	98,182.02	11/19/2018	1.292	0.106	104.26	0.00	104.26
39006093G	289	GEN	RR4	0.00	245,247.52	147,148.51	11/19/2017	0.996	0.082	120.50	0.00	120.50
1475B	311	GEN	RR4	243,172.00	0.00	64,845.87	11/23/2018	1.250	0.103	66.62	0.00	66.62
1475A	290	GEN	RR4	0.00	242,469.17	177,810.72	11/23/2017	1.150	0.095	168.07	0.00	168.07
16536HZE4	303	GEN	ACP	2,000,000.00	1,996,703.33	1,997,891.67	12/14/2017	0.115	0.00	2,300.00	2,300.00	
28174A	284	GEN	RR3	1,007,751.00	1,006,936.88	1,006,964.02		0.980	0.081	814.12	0.00	814.12

## City of Kerrville, Texas

## Interest Earnings

November 1, 2017 - November 30, 2017

Page 2

CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Average Book Value	Maturity Date	Current Rate	Yield This Period	Adjusted Interest Earnings		
										Interest Earned	Amortization/ Accretion	Adjusted Interest Earnings
<b>Fund: General Fund</b>												
3132X0NF4	291	GEN	FAC	2,000,000.00	2,000,000.00	2,000,000.00	01/25/2018	0.950	0.079	1,583.33	0.00	1,583.33
31315PC98	306	GEN	FAC	1,000,000.00	999,354.12	999,399.42	06/12/2018	1.180	0.107	983.33	87.68	1,071.01
98878BPW2	300	GEN	MC2	240,000.00	240,000.00	240,000.00	05/21/2018	1.300	0.107	256.44	0.00	256.44
999999993	1002	GEN	RR3	5,805,960.55	3,148,100.45	3,236,695.79				0.01	0.00	0.01
			<b>Subtotal</b>	<b>38,659,902.69</b>	<b>38,676,651.63</b>	<b>38,067,197.88</b>		<b>0.091</b>	<b>32,148.81</b>	<b>2,620.52</b>	<b>34,769.33</b>	
			<b>Total</b>	<b>46,342,926.24</b>	<b>46,406,400.06</b>	<b>45,743,998.48</b>		<b>0.095</b>	<b>36,957.80</b>	<b>6,443.86</b>	<b>43,401.66</b>	



**City of Kerrville, Texas**  
**Amortization Schedule**

**November 1, 2017 - November 30, 2017**  
**Sorted By Fund - Fund**

Patterson & Associates  
901 S. MoPac  
Suite 195  
Austin, TX 78746

Investment #		Maturity Date	Beginning Par Value				Amounts Amortized			
Issuer	Fund	Amort. Date	Current Rate	Purchase Principal	Original Premium or Discount	Ending Book Value	And Unamortized As of 11/01/2017	Amount Amortized This Period	Amt Amortized Through 11/30/2017	Amount Unamortized Through 11/30/2017
<b>Debt Service</b>										
305	DS	02/12/2018	2,000,000.00	1,985,611.11	-14,388.89	1,993,997.78	5,920.00 -8,468.89	2,466.67	8,386.67	-6,002.22
Ebury Finance CP										
304	DS	02/12/2018	1,100,000.00	1,092,086.11	-7,913.89	1,096,698.78	3,256.00 -4,657.89	1,356.67	4,612.67	-3,301.22
Halkin Finance CP										
			<b>Subtotal</b>	<b>3,077,697.22</b>	<b>-22,302.78</b>	<b>3,090,696.56</b>	<b>9,176.00 -13,126.78</b>	<b>3,823.34</b>	<b>12,999.34</b>	<b>-9,303.44</b>
<b>General Fund</b>										
303	GEN	12/14/2017	2,000,000.00	1,990,416.67	-9,583.33	1,999,003.33	6,286.66 -3,296.67	2,300.00	8,586.66	-996.67
Chesham Finance CP										
306	GEN	06/12/2018	1,000,000.00	999,170.00	-830.00	999,441.80	184.12 -645.88	87.68	271.80	-558.20
FRMAC Note			1.180							
297	GEN	05/08/2018	1,000,000.00	999,190.00	-810.00	999,637.69	378.46 -431.54	69.23	447.69	-362.31
FHLB Note			1.125							
276	GEN	02/27/2018	1,000,000.00	1,002,980.00	2,980.00	1,000,488.15	-2,321.56 658.44	-170.29	-2,491.85	488.15
FNMA Note			1.050							
309	GEN	10/31/2018	2,000,000.00	1,995,937.50	-4,062.50	1,996,282.53	11.13 -4,051.37	333.90	345.03	-3,717.47
T Note			1.250							
			<b>Subtotal</b>	<b>6,987,694.17</b>	<b>-12,305.83</b>	<b>6,994,853.50</b>	<b>4,538.81 -7,767.02</b>	<b>2,620.52</b>	<b>7,159.33</b>	<b>-5,146.50</b>
			<b>Total</b>	<b>10,065,391.39</b>	<b>-34,608.61</b>	<b>10,085,550.06</b>	<b>13,714.81 -20,893.80</b>	<b>6,443.86</b>	<b>20,158.67</b>	<b>-14,449.94</b>



**City of Kerrville, Texas  
Projected Cashflow Report  
Sorted by Monthly**

**For the Period December 1, 2017 - June 30, 2018**

Patterson & Associates  
901 S. MoPac  
Suite 195  
Austin, TX 78746

Projected Trans. Date	Investment #	Fund	Security ID	Transaction Type	Issuer	Par Value	Original Cost	Principal	Interest	Total
<b>December 2017</b>										
12/12/2017	306	GEN	31315PC98	Interest	FRMAC Note	0.00	0.00	0.00	5,900.00	5,900.00
12/13/2017	277	GEN	3134GAGF5	Call	FHLMC Call Note	2,000,000.00	2,000,000.00	2,000,000.00	0.00	2,000,000.00
12/14/2017	303	GEN	16536HZE4	Maturity	Chesham Finance CP	2,000,000.00	1,990,416.67	2,000,000.00	0.00	2,000,000.00
					<b>Total for December 2017</b>	<b>4,000,000.00</b>	<b>3,990,416.67</b>	<b>4,000,000.00</b>	<b>5,900.00</b>	<b>4,005,900.00</b>
<b>January 2018</b>										
01/25/2018	291	GEN	3132X0NF4	Maturity	FRMAC Note	2,000,000.00	2,000,000.00	2,000,000.00	9,500.00	2,009,500.00
					<b>Total for January 2018</b>	<b>2,000,000.00</b>	<b>2,000,000.00</b>	<b>2,000,000.00</b>	<b>9,500.00</b>	<b>2,009,500.00</b>
<b>February 2018</b>										
02/12/2018	304	DS	40588MBC0	Maturity	Halkin Finance CP	1,100,000.00	1,092,086.11	1,100,000.00	0.00	1,100,000.00
02/12/2018	305	DS	27873KBC5	Maturity	Ebury Finance CP	2,000,000.00	1,985,611.11	2,000,000.00	0.00	2,000,000.00
02/27/2018	276	GEN	3136G1DG1	Maturity	FNMA Note	1,000,000.00	1,002,980.00	1,000,000.00	5,250.00	1,005,250.00
02/28/2018	287	GEN	3134GAWQ3	Call	FHLMC Call Note	490,000.00	490,000.00	490,000.00	0.00	490,000.00
02/28/2018	288	GEN	3134GAWM2	Call	FHLMC Call Note	1,510,000.00	1,510,000.00	1,510,000.00	0.00	1,510,000.00
					<b>Total for February 2018</b>	<b>6,100,000.00</b>	<b>6,080,677.22</b>	<b>6,100,000.00</b>	<b>5,250.00</b>	<b>6,105,250.00</b>
<b>March 2018</b>										
03/13/2018	277	GEN	3134GAGF5	Interest	FHLMC Call Note	0.00	0.00	0.00	11,000.00	11,000.00
					<b>Total for March 2018</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>11,000.00</b>	<b>11,000.00</b>
<b>April 2018</b>										
04/30/2018	309	GEN	912828WD8	Interest	T Note	0.00	0.00	0.00	12,500.00	12,500.00
					<b>Total for April 2018</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>12,500.00</b>	<b>12,500.00</b>
<b>May 2018</b>										
05/08/2018	297	GEN	3130ABE77	Maturity	FHLB Note	1,000,000.00	999,190.00	1,000,000.00	5,625.00	1,005,625.00
05/21/2018	300	GEN	98878BPW2	Maturity	Zion Bank CD FDIC#2270	240,000.00	240,000.00	240,000.00	2,855.01	242,855.01
05/28/2018	287	GEN	3134GAWQ3	Interest	FHLMC Call Note	0.00	0.00	0.00	2,621.50	2,621.50
05/28/2018	288	GEN	3134GAWM2	Interest	FHLMC Call Note	0.00	0.00	0.00	7,927.50	7,927.50
					<b>Total for May 2018</b>	<b>1,240,000.00</b>	<b>1,239,190.00</b>	<b>1,240,000.00</b>	<b>19,029.01</b>	<b>1,259,029.01</b>
<b>June 2018</b>										

**City of Kerrville, Texas**  
**Projected Cashflow Report**  
**For the Period December 1, 2017 - June 30, 2018**

Page 2

Projected Trans. Date	Investment #	Fund	Security ID	Transaction Type	Issuer	Par Value	Original Cost	Principal	Interest	Total
<b>June 2018</b>										
06/12/2018	306	GEN	31315PC98	Maturity	FRMAC Note	1,000,000.00	999,170.00	1,000,000.00	5,900.00	1,005,900.00
					<b>Total for June 2018</b>	<b>1,000,000.00</b>	<b>999,170.00</b>	<b>1,000,000.00</b>	<b>5,900.00</b>	<b>1,005,900.00</b>
					<b>GRAND TOTALS:</b>	<b>14,340,000.00</b>	<b>14,309,453.89</b>	<b>14,340,000.00</b>	<b>69,079.01</b>	<b>14,409,079.01</b>

# **City Council Agenda Bill Report**

Agenda Item No. 2017-179

Submitted by: Amy Dozier, Assistant Finance Director

Submitting Department: Finance

Meeting Date: January 9, 2018

## **SUBJECT:**

Resolution No. 04-2018, amending the City of Kerrville Fee Schedule by revising fees charged by the Kerrville Fire Department EMS and formally establishing that the Kerrville Little League may use the Kerrville Sports Complex for its 2018 season without charge.

## **SUMMARY STATEMENT:**

The attached amended fee schedule, to be adopted by resolution, proposes the following changes:

1. EMS - Change the Aid Only - No Transport fee from \$150 to \$195 and eliminate all Supply/Procedure Charges (IV Administration - \$20, Medication Administration - \$30, Bandaging and Splinting - \$20). This change simplifies the fee schedule and facilitates efficient and accurate billing by our EMS billing services provider, Intermedix. Staff has analyzed the average billing for aid only plus supply/procedure charges and determined that the total averages \$195. Rolling this into one fee rather than multiple fees will not adversely impact revenues.
2. Parks and Recreation - Formally document \$0 as the Little League fee for the 2018 season at the Kerrville Sports Complex (KSC). Per the City's contract with D-BAT, Little League fees for the use of the Kerrville Sports Complex are set by the City on an annual basis. D-BAT and the Little League are to be notified of the set rate in January of each year. Staff has facilitated discussions between all parties and an agreement has been reached to set the KSC field use fee at \$0 for the initial 2018 season, while concessions and other sponsorship revenue sources are better determined over the course of the season.

The entire fee schedule is attached. The changes listed above are highlighted in yellow.

## **EXHIBITS:**

Fee Schedule; Resolution No. 04-2018

## **RECOMMENDED ACTION:**

Approve Resolution No. 04-2018.

## **EXPENDITURE REQUIRED:**

\$0

## **CURRENT BALANCE IN ACCOUNT:**

N/A

## **AMOUNT BUDGETED:**

N/A

## **ACCOUNT NUMBER:**

N/A

**PAYMENT TO BE MADE TO:**

N/A

**ATTACHMENTS**

- [Resolution 04-2018.pdf](#)
- [Fee Schedule effective 10-1-17 amended 1-9-18.xlsx](#)

**CITY OF KERRVILLE, TEXAS  
RESOLUTION NO. 04-2018**

**A RESOLUTION AMENDING THE CITY OF KERRVILLE FEE SCHEDULE BY REVISING FEES CHARGED BY THE KERRVILLE FIRE DEPARTMENT EMS AND FORMALLY ESTABLISHING THAT THE KERRVILLE LITTLE LEAGUE MAY USE THE KERRVILLE SPORTS COMPLEX FOR ITS 2018 SEASON WITHOUT CHARGE**

**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**, the Kerrville Fire Department recommends changing several of its EMS fees as a means simplifying its fee schedule and facilitating more efficient and accurate billing; and

**WHEREAS**, pursuant to the upcoming official opening of the Kerrville Sports Complex (“KSC”), City staff recommends that the City authorize the Kerrville Little League to use the KSC at no charge for its 2018 baseball and softball season, which the City believes will accomplish public purposes to include the promotion of improved health and activities for community youths, among other public benefits; and

**WHEREAS**, the City Council has determined it is in the public interest of the citizens of Kerrville to revise and set such fees as provided herein;

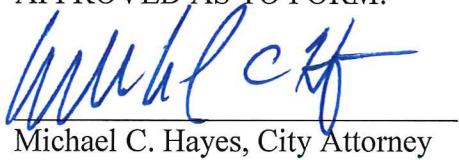
**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KERRVILLE, KERR COUNTY, TEXAS:**

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

**PASSED AND APPROVED ON this the \_\_\_\_\_ day of \_\_\_\_\_ A.D., 2018.**

\_\_\_\_\_  
Bonnie White, Mayor

APPROVED AS TO FORM:

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

ATTEST:

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

**City of Kerrville**  
**Fee Schedule**  
**Effective October 1, 2017 (PROPOSED)**

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

**FAX TRANSMISSIONS:**

Local

Long distance, same area code

Long distance, different area code

Other costs

Effective October 1, 2017

per page	\$0.10
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each	\$1.00
each	\$10.00
each	\$1.00

per page	\$0.50
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Actual Cost

per hour	\$15.00
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20% of Personnel Charge

per page	\$0.10
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Actual Cost

Actual Cost

**NATURAL GAS TRANSPORTED THROUGH PIPELINE:**

NOTE: Fee is equal to 5% of purchase price of gas transported or delivered within the City during the preceeding month

for consumption or use within the city.

see note

**VEHICLE FOR HIRE PERMIT:**

CODE COMPLIANCE

each	\$25.00
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**GROUP AND BOARDING HOMES:**

Permit

Permit renewal

Re-inspection fees

Variance Fee for distance

annual	\$1,000.00
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annual	\$350.00
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per inspection	\$75.00
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per variance	\$150.00
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**JUNK YARD OPERATION LICENSE:**

**PEDDLERS AND SOLICITORS FEES:**

Base Charge

per site	\$5.00
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For Each Additional Person

For Each Additional Person

Deposit (refundable)

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

# City of Kerrville

## Fee Schedule

Effective October 1, 2017 (PROPOSED)

Annual License  
Annual Fee per Employee

per business	\$500.00
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.

### DOWNTOWN AND MAIN STREET

### 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
- 4hrs/Day	\$25.00
per event	\$100.00

### HOLIDAY PARADE:

per entry	\$20.00
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### PERSONALIZED BRICKS:

per brick	\$50.00
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### SIDEWALK CAFÉ:

per table	\$50.00
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### EMERGENCY MEDICAL SERVICES

### NON EMERGENCY AMBULANCE LICENSE:

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

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

### NON EMERGENCY TRANSFER AGREEMENT:

Local Transport  
Local Mileage

per person	\$168.00
per loaded mile	\$9.00

### 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	\$430.00
per person	\$687.00
per person	\$536.00
per person	\$837.00
per person	\$1,181.00
per person	\$1,181.00
per person	\$195.00
per hour	\$100.00
per person	\$75.00
no supplies	\$150.00
per loaded mile	\$22.00

### ENGINEERING DEPARTMENT

### CAPACITY ANALYSIS:

Existing Water Capacity Analysis  
Existing Sewer Capacity Analysis  
Additional Capacity Analysis

per analysis	\$500.00
per analysis	\$500.00
per analysis	To be Determined

### CONSTRUCTION INSPECTION OVERTIME: (minimum of 4 hours on weekend)

per hour	\$50.00
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**City of Kerrville**  
**Fee Schedule**  
Effective October 1, 2017 (PROPOSED)

FLOODPLAIN DEVELOPMENT PERMIT:	each	\$25.00
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LAND RECORD FILING FEES:*	each	\$5.00
First page	each	\$5.00
Second page and each additional	each	\$4.00
Names in excess of 5 names to be indexed	each	\$0.25

Records Management Fees per document	each	\$5.00
Courthouse Security Fee per document	each	\$1.00
Records Archive Fee per document	each	\$5.00

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

MAPPING INFORMATION:	each	\$25.00
Subdivision Specifications	each	\$30.00
City Survey Coordinate System Book	each	\$3.00
B & W	each	\$5.00
Color	each	\$7.00
B & W	each	\$10.00
Color	each	\$25.00
36" x 54" ETJ Maps	each	\$25.00
Digital Map on Disk	each	\$30.00

**FIRE DEPARTMENT**

ACCESS-CONTROLLED EGRESS DOORS, ETC.:	per device	\$20.00
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ALL OTHER FIRE PROTECTION/DETECTION SYSTEMS: (electric controlled security gates, delay egress locks, security grills)	per system	\$50.00
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AMUSEMENT BUILDING PERMIT:	per site	\$50.00
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APPEAL TO BUILDING BOARD OF ADJUSTMENTS AND APPEALS:	per appeal	\$150.00
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BLASTING PERMIT:	per site	\$150.00
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BULK STORAGE AND DISPENSING OF LP GAS:	Annual	\$100.00
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CHANGE OF OCCUPANCY INSPECTION:	per site	\$20.00
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COMMERCIAL BAR-B-QUE PIT:	per site	\$20.00
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COOKING HOOD FIRE SUPPRESSION SYSTEM:	per system	\$50.00
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EVENT PERMIT (carnivals and fairs):	per event	\$75.00
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EXHIBIT OR TRADE SHOW PERMIT:	per site	\$50.00
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FALSE FIRE ALARM FEE:	per offense	\$50.00
More than 3 times but less than 6 in preceding 12 months	per offense	\$75.00
More than 5 times but less than 8 in preceding 12 months	per offense	\$100.00
Eight (8) or more times in preceding 12 months		78

**City of Kerrville**  
**Fee Schedule**  
Effective October 1, 2017 (PROPOSED)

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

per system/floor	\$50.00
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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	\$80.00

FIRE PUMP ACCEPTANCE TEST:

per test	\$100.00
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FIRE PUMP/EQUIPMENT INSTALLATION/ MODIFICATION:

per system	\$50.00
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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	\$50.00
per system	\$50.00

FLAMMABLE/COMBUSTIBLE LIQUIDS - STORAGE/HANDLING/DISPENSING:

per incident	\$75.00

HAZARDOUS MATERIALS PERMIT:

per incident	\$50.00

HIGH PILE STORAGE PERMIT:

per site	\$50.00
per site	\$20.00

HOT WORK PERMIT:

per unit	\$25.00
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INVESTIGATION FEE:

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

per site	Permit Fee Amt
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LIQUID PROPANE TANK INSTALLATION:

per tank	\$75.00

MISCELLANEOUS COMBUSTIBLE STORAGE:

per site	\$75.00
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OUTDOOR BURN PERMITS:

Ceremonial Fire Permits (Bonfires)

Controlled burns

Recreational fire (less than 3 feet diamenter and 2 feet in height)

per site	\$250.00
per site	\$150.00
N/C for permit	

OTHER PERMIT:

Any other permit designated by the International Fire Code

per incident	\$20.00
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PLAN REVIEW FEE (credited toward permit when permit is approved):

per review	50% of Permit Fee
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PROFESSIONAL PYROTECHNICAL DISPLAY:

per event	\$250.00
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PUBLIC SAFETY STAFFING:

Personnel (minimum 2 hours per fire department staff)

Vehicle (minimum 2 hours per vehicle)

per hour	\$40.00
per hour	\$25.00

RE-INSPECTION FEE 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

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

79

**City of Kerrville**  
**Fee Schedule**  
**Effective October 1, 2017 (PROPOSED)**

No access to site or building

per scheduled	\$50.00
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**REQUEST FOR PUBLIC INFORMATION:**

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

**SPRAY ROOM, DIP TANK OR BOOTH:**

(used for flammable or combustible finishes)

per space	\$50.00
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**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 more children	\$75.00
per site	\$150.00
per site	\$150.00
per site	\$150.00
per site	\$100.00

**STORAGE OF PORTABLE LP GAS CONTAINERS:**

(awaiting use or resale)

per site	\$20.00
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**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
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**TENT, CANOPY, MEMBRANE STRUCTURE PERMIT:**

per item	\$20.00
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**UNDERGROUND FUEL STORAGE TANK REMOVAL:**

per site	\$75.00
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**UNDER/ABOVE GROUND FUEL STORAGE TANK:**

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

per tank	\$75.00
per tank	\$40.00
per site	\$40.00

**WATER FLOW TEST:**

per test	\$75.00
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**GOLF: SCOTT SCHREINER MUNICIPAL GOLF COURSE**

**CART RENTAL:**

Full Cart  
 Half Cart

9 Hole / 18 Hole	\$14.00/\$28.00
9 Hole / 18 Hole	\$7.00/\$14.00

**CART STORAGE:**

Annual  
 Quarterly

per year	\$420.00
per quarter	\$140.00

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

**GREEN FEES:**

Regular  
 Weekday  
 Weekend and holidays\*

9 Hole / 18 Hole	\$13.00/\$22.00
9 Hole / 18 Hole	\$19.00/\$29.00

Member

Weekday  
 Weekend and holidays\*

9 Hole / 18 Hole	\$5.00/\$7.00
9 Hole / 18 Hole	\$6.00/\$8.00

# City of Kerrville

## Fee Schedule

Effective October 1, 2017 (PROPOSED)

### Junior

Weekday  
Weekend and holidays\*

9 Hole / 18 Hole	\$2.75/\$6.00
9 Hole / 18 Hole	\$5.50 / \$8.00

### 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	\$450.00
per quarter	\$200.00
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.

### SPECIAL GOLF FEES:

Senior rate (65 or older) - green fees only

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	\$4.00
weekend only	\$5.00
weekday only	\$13.00
weekend only	\$16.75

### 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	\$30.00
per player	\$40.00

### Driving Range Fees

Small Bucket  
Large Bucket

per bucket	\$4.00
per bucket	\$8.00

### Driving Range Membership - Annual

Driving Range Membership - Quarterly  
Rental Clubs  
Pull Carts

per year	\$300.00
per quarter	\$100.00
9 Hole / 18 Hole	\$15.00/\$25.00
9 Hole / 18 Hole	\$3.00/\$6.00

\* WEEKEND RATES APPLY FRIDAY THROUGH SUNDAY.

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

### HEALTH DEPARTMENT

#### SEMI PUBLIC POOLS/SPAS (single pool facilities):

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

single	\$75.00
per unit	\$25.00

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

per hour	\$50.00
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### BARS AND LOUNGES - FREE STANDING:

0 < 1,000  
1,000 - 1,999  
2,000 - 2,999

square footage	\$70.00
square footage	\$85.00
square footage	\$100.00

**City of Kerrville**  
**Fee Schedule**  
Effective October 1, 2017 (PROPOSED)

3,000 - 3,999  
4,000 - 4,999  
5,000 - 10,000  
>10,000

Exemptions: Taxing authorities, non-profit organizations

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

**CATERING LICENSE:**

annual	\$70.00
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**CERTIFICATE OF OCCUPANCY INSPECTION:**

per site	\$50.00
per site	\$25.00
each	\$75.00

**FOOD ESTABLISHMENT PLAN REVIEW:**

**GENERAL SERVICE CATERING VEHICLE:**  
**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	\$85.00
square footage	\$100.00
square footage	\$125.00
square footage	\$150.00
square footage	\$200.00
square footage	\$350.00

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

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

**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	\$50.00

**NON-PROFIT ORGANIZATION:**

per event	\$10.00
See Code Compliance Fee Schedule	

**PEDDLERS PERMIT:**

**REINSPECTION FEES:**

First Reinspection  
Second Reinspection  
Subsequent Reinspection

No charge	
same violation	\$100.00
same violation	\$150.00
each	\$5.00

**REPLACE LOST, STOLEN, DAMAGED PERMIT OR CERTIFICATE:**

82

# City of Kerrville Fee Schedule

SANITATION AND ENVIRONMENTAL INSPECTIONS (foster homes, day care, pools): \$40.00

SEMI-PUBLIC POOLS/SPAS (single pool facilities): 

single	\$75.00
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#### SEASONAL PERMITS:

SEASONAL (non-hazardous foods)	10 month	\$50.00
SEASONAL (non-hazardous foods)	per event	\$10.00
SEASONAL (potentially hazardous foods)	10 months	\$100.00
SEASONAL (potentially hazardous foods)	per event	\$15.00

TEMPORARY FOOD SERVICE ESTABLISHMENT - SPECIAL EVENT: 14 day \$35.00

## INSPECTION DEPARTMENT

## PROFESSIONAL AND OCCUPATIONAL LICENSES:

General Contractor License	initial issue	\$500.00
General Contractor License Renewal	annual	\$100.00
General Contractor License / Single Project (currently charged at GC rate)	per project	\$100.00

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

Basic Permit (value up to \$1,000) plus	per permit	\$25.00
\$1,001 - \$50,000	per \$1,000	\$5.00
\$50,001 - \$100,000	per \$1,000	\$4.00
\$100,001 - \$500,000	per \$1,000	\$3.00
\$500,001 and up	per \$1,000	\$2.00

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

DEMOLITION AND MOVING DEPOSIT: per structure \$500.00

BUILDING, CONSTRUCITON, DEMOLITION PERMITS (commercial by value):	
Basic Permit (value up to \$1,000) plus	per permit \$25.00
\$ 1,001 and greater	per \$1,000 \$5.00
\$500,000 and greater (approval of City Manager, fees may be determined by actual cost)	per permit TBD

DEMOLITION AND MOVING DEPOSIT: per structure \$500.00

**BUILDING, CONSTRUCTION, DEMOLITION PLAN REVIEW:** Plan review fee is due at permit application **50% of Building Permit Fee**

ELECTRICAL PERMITS:		
Circuits	per permit	\$40.00
Fixtures	per unit	\$2.00
Motors (1 hp or smaller)	per unit	\$0.50
Motors (over 1 to 10 hp)	per unit	\$2.00
Motors (over 10 to 25 hp)	per unit	\$2.50
Motors (over 25 hp)	per unit	\$3.00
Services	per unit	\$5.00
Services (per additional meter)	per unit	\$7.50
Appliances (range, water heater, dishwasher, disposal, dryer)	per unit	\$7.50
Equipment (welder)	per unit	\$2.00
Equipment (transformers)	per unit	\$3.00
Equipment (other)	per unit	\$5.00
	per unit	\$3.00

**City of Kerrville**  
**Fee Schedule**  
Effective October 1, 2017 (PROPOSED)

Signs  
Neon signs for transformer

per unit	\$5.75
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 hour	\$60.00

**REINSPECTION FEE:**

First reinspection fee  
Second reinspection fee  
Subsequent reinspection

same permit	\$0.00
same permit	\$100.00
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
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**SPECIAL INSPECTION FEE:**

During business hours  
After business hours - scheduled  
After business hours - emergency

per permit	\$50.00
per hour/2 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
50% of permit fee	

Non-city water customer

Permit - \$45.00, plus minimum of 2 inspections

Plan review

per inspection	\$100.00
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 unit	\$2.20
per unit	\$7.50
per unit	\$10.00
per unit	\$10.00
per unit	\$7.50
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
up to \$1,000	\$15.00
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	\$10.00

**CHANGE OF OCCUPANCY (existing structure):**

per structure	\$20.00
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**BUILDING REPORTS (not for resale):**

per report	\$5.84
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# City of Kerrville

## Fee Schedule

Effective October 1, 2017 (PROPOSED)

ISSUANCE OF PERMIT (building, electrical, mechanical, plumbing, irrigation, etc.):  
After construction project is started, first occurrence by contractor

Greater of double the original permit fee or \$75
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ISSUANCE OF PERMIT (building, electrical, mechanical, plumbing, irrigation, etc.):  
After construction project is started, subsequent occurrences by contractor

Greater of double the original permit fee or \$250
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### 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 appeal	\$150.00
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### LIBRARY: BUTT-HOLDSWORTH LIBRARY

#### RENTALS:

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

per day	\$20.00
per day	\$30.00
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	\$0.25
per page	\$0.10
per page	\$0.25

#### CIRCULATION CHARGES:

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

No charge	
per year	\$35.00
per year	\$35.00
per month	\$8.00
per year	\$65.00
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)  
Audiobooks and CDs (\$15.00 maximum)  
DVDs and BluRay (\$15.00 maximum)  
Story Time Kits (\$15.00 maximum)  
Other Kits (\$15.00 Maximum)

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

#### PROCESS FEE:

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

per item	\$5.00
per fine	\$10.00

#### ELECTRONIC DEVICE FEES:

Personal Earbuds

per set	\$2.00
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#### 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)

per item	\$5.00
per item	\$100.85

# City of Kerrville

## Fee Schedule

Effective October 1, 2017 (PROPOSED)

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

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

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
per item	\$5.00
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	\$4.00
per item	\$10.00
per item	\$15.00
per item	\$3.00
per item	\$1.00

### RESEARCH FEES (requested from outside of service area):

Handling fee/postage  
 Photocopy

per request	\$3.00
per page	\$0.10

### MUNICIPAL COURT FEES

#### ONLINE TRANSACTION FEE:

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

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

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  
 Veteran's with 60% or greater service-connected disability or loss of lower extremity  
 Child (12 and under)  
 Senior (over 65)  
 Commercial vehicles  
 Group/school sponsored trip (ages 13 - 18 - not overnight)

per person	\$4.00
per person	No Charge
per person	\$1.00
per person	\$2.00
per vehicle	\$20.00
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	\$15.00

##### FACILITY USE FEES:

Camping fees cover entrance for up to 4 people per site. Camp sites accomodate up to 8 people. Guests 5 - 8 must pay daily entrance fee.  
 Tent site w/ water - not all site have water spigots  
 General campsites ONLY - year round

per night	\$15.00
delete	

# City of Kerrville

## Fee Schedule

Effective October 1, 2017 (PROPOSED)

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

per night	\$23.00
per month	\$413.00

RV sites 211-220 Riverside only (30 amp w/water and sewer)  
 Above RV sites - October February - all utilities

per night	\$26.00
per month	\$490.00

RV sites 111-130 Deerfield Loop only (30 amp water and sewer)  
 Above RV sites - October-February - all utilities

per night	\$26.00
per month	\$528.00

RV sites 201-210 Riverside only (50 amp w/water and sewer)  
 Above RV sites - October-February - all utilillties

per night	\$28.00
per month	\$561.00

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

per night	\$50.00
deposit	\$25.00

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

per night	\$110.00
deposit	\$50.00

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

per night	\$190.00
deposit	\$150.00

Bunk House (only rented w/Ranch House) Security deposit required.  
 Linens not provided.

per night	\$50.00
deposit	\$50.00

Group Dining Hall - capacity 100 people (NO PETS)  
 Screened building is NOT AIR-CONDITONED, equiped 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 people. Outside has large charcoal grill. Includes entrance fee up to 100 people. Security deposit required.

per day	\$145.00
deposit	\$50.00

Group Recreation Hall - day capacity 100 people (NO PETS)  
 overnight capacity 50 people, 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 charcol grill outside.  
 Includes entrance fee up to 100 people. Security deposit required.

per day	\$300.00
deposit	\$100.00

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

per day	\$50.00
deposit	\$100.00

Amphitheater only - capacity 220 people

per day	\$100.00
deposit	\$25.00

Amphitheather rented in conjunction with Group Recreation Hall

per day	\$25.00
deposit	\$25.00

CANCELLATION FEE (applies to each site or facility reservation):

per site/facility	\$20.00
deposit	\$25.00

RV/TRAILER DUMP FEE (if not camping in park - no entrance fee):

per vehicle	\$25.00
deposit	\$25.00

**City of Kerrville**  
**Fee Schedule**  
Effective October 1, 2017 (PROPOSED)

EXCESS VEHICLE PARKING (all vehicles over 2 vehicles per site):

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

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

per person	\$3.00
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Other Parks and Recreation

SPECIAL EVENTS PERMITS (by application only):

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

per hour	\$100.00
deposit	\$200.00

LOUISE HAYS LARGE PAVILION AND PLAZA AREA (deposit required):

Deposit for pavilion  
Deposit for table/chairs  
Table rental  
Chair rental

per day	\$200.00
deposit	\$200.00
deposit	\$25.00
per table	\$5.00
per chair	\$2.00

FAMILY PAVILION (deposit required):

per day	\$100.00
deposit	\$100.00

FOUNTAIN AND PLAZA (limit of one rental per weekend):

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

TRANQUILITY ISLAND (security deposit required):

per day	\$200.00
deposit	\$200.00

CARVER PARK PAVILION AND BBQ AREA:

10 tables and restrooms - all day - security deposit required

per day	\$100.00
deposit	\$100.00

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

per day	\$40.00
deposit	\$25.00

RIVER TRAIL (trailheads) - security deposit required:

KSP Trailhead  
G Street Trailhead  
LHP West Trailhead  
Lowry Trailhead  
All Trailheads

per day	\$200.00
per day	\$800.00
deposit	equal total rental

ATHLETIC FIELD/COURT Rental (without lights) various locations:

per hour	\$15.00
per hour	\$20.00

CENTENNIAL STAGE with field (with electricity - security deposit required):

CENTENNIAL STAGE with field (without electricity-security deposit required):

per day	\$200.00
per day	\$100.00
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	\$170.00
per event	\$150.00
per event	\$100.00
per event	88

**City of Kerrville**  
**Fee Schedule**  
Effective October 1, 2017 (PROPOSED)

**TENNIS COURT FEES:**

Daily non-member	per person	\$4.00
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**TENNIS TOURNAMENT FEES:**

Exemptions: KISD tournaments and practice; Schreiner University tournaments

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

Juniors (under 21 years)	per person	\$100.00
Adults (21 and over)	per person	\$160.00
Family	per family	\$225.00
KISD Joint Use	per agreement	

**SWIMMING POOL ADMISSION FEES:**

Olympic Pool - ages 4 and up (including non-swimmers)	per person	\$1.00
Olympic Pool - Children (3 year and under with adult)	per person	No charge

**SWIMMING POOL RENTAL FEES:**

Olympic Pool - private rental during non-operating hours, 200 person max, includes lifeguards

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

2 hours	\$20.00
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**SWIMMING POOL PICNIC AREA: (does not include pool admission or rental):**

full day	\$20.00
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**SWIMMING POOL/PAVILION CANCELLATION FEE:**

per site	\$20.00
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**SWIM LESSONS:**

Group Swim Lessons	per person	\$35.00
Private Swim Lessons	per person	\$100.00

**KERRVILLE SPORTS COMPLEX:**

Little League - 2018 season	annually	\$0.00
Soccer Field (without lights) subject to availability	per hour	\$50.00
Soccer Field (with lights) subject to availability	per hour	\$60.00

**PLANNING DEPARTMENT**

**CONCEPT PLANS:**

each	\$500.00
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**PRELIMINARY PLANS:**

\$300.00 plus the greater of	\$20.00 per lot or \$10.00 per acre
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**FINAL, MINOR, VACATING, DEVELOPMENT, AMENDING PLATS, REPLATS:**

\$150.00 plus the greater of	\$10.00 per lot
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**ZONING MAP AMENDMENT (Planned development, special use permit):**

per amendment	\$300.00
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**TEXT AMENDMENT:**

per amendment	\$300.00
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**ZONING VARIANCE:**

each	\$150.00
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**APPEAL TO CITY COUNCIL OR PLANNING & ZONING COMMISSION:**

each	\$15.00
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**City of Kerrville**  
**Fee Schedule**  
Effective October 1, 2017 (PROPOSED)

ADMINISTRATIVE APPEAL:

each	\$150.00
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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.

**POLICE DEPARTMENT**

ACCIDENT REPORTS:

per report	\$6.00
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ALARM SERVICE (Police):

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	\$75.00
per violation	\$100.00

FINGERPRINTING:

per person	\$10.00
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FUNERAL ESCORT SERVICE:

(minimum of 2 officers with 2 hours per officer)

per event	\$160.00
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HOUSE MOVING & OTHER ESCORT:

per event	\$30.00
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LETTERS OF CLEARANCE:

per person	\$10.00
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OFFENSE/INCIDENT REPORTS:

per page	\$0.10
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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.)

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

PARADE FEES:

- Class A
- Class B
- Class C

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

PUBLIC SAFETY STAFFING:

- Personnel (minimum 2 hours per police department staff)
- Vehicle (minimum 2 hours per vehicle)

per hour	\$40.00
per hour	\$5.00

STOCK DRIVER PERMIT:

per event	\$5.00
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ALARM SERVICE PERMIT FEE:

- Residential
- Commercial

per location	\$50.00
per location	\$100.00

**PUBLIC WORKS**

TRAFFIC CONTROL FEE:

- Labor
- Materials/equipment

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

**City of Kerrville**  
**Fee Schedule**  
Effective October 1, 2017 (PROPOSED)

BANNER PERMIT:	per banner	\$60.00
BANNER PERMIT ADMINISTRATION FEE:	per banner	\$25.00
STREET SIGNS:	per sign	\$250.00
SIDEWALK CAFÉ:	per table	\$50.00

SOLID WASTE

SOLID WASTE COLLECTION SERVICE LICENSE:

Application Fee:

Small Waste Collector  
Small Waste Collector  
Waste Collector  
Collection Vehicle

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

Application Renewal:

Small Waste Collector  
Collection Vehicle  
Waste Collector  
Collection Vehicle

each	\$75.00
each	\$5.00
each	\$100.00
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  
Enviroment Fee  
Toter Exchange  
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	\$57.21
less than 360lbs	\$20.34
per ton	\$57.21
less than 360lbs	\$20.70
per ton	\$11.00
per gallon	\$0.26
each	\$9.01
each	\$34.66
each	\$1.24
each	\$2.47
per occurrence	\$5.00
per month	\$8.09
per month	\$4.85
per month	\$6.60
per month	\$4.85
per month	\$2.20
per month	\$3.61
per month	\$0.40
per tote	\$25.00
per tote	\$50.00
per month	\$5.09
first 2 cubic yards	\$50.00
subsequent yard	\$25.00
per animal	\$50.00

WATER and WATER RECLAMATION

WATER TAPS (includes meter and set fee):

3/4" tap - Material, labor and equipment

per tap	\$1,694.00
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**City of Kerrville**  
**Fee Schedule**  
Effective October 1, 2017 (PROPOSED)

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

per tap	\$1,883.00
per tap	\$3,504.00
per split	\$568.00
per tap	\$4,445.00
per tap	\$3,445.00
To be determined by job	
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  
1 1/2" meter - Material, labor, and equipment  
2" and above in size will be quoted using current pricing for meter/materials

per meter	\$200.00
per meter	\$200.00
per meter	\$300.00
per meter	\$525.00
To be determined by job	

**SEWER TAPS:**

4" tap - Material, labor and equipment - Off City main  
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	\$1,527.50
per tap	\$1,253.80
per tap	\$1,646.10
per tap	\$3,835.00
per foot	\$200.00
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	\$0.16
per incident	\$200.00

**MANIFEST BOOKS:**

per book	\$5.00
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**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	\$41.25
per hour	\$45.00
per truck	\$30.00
per hour	\$40.00
per hour	\$95.00
per hour	\$12.50
per hour	\$150.00
per hour	\$25.00
per test	\$100.00
per test	\$70.00
each	\$1.00
each account	\$25.00
each account	\$50.00
each account	\$50.00

**WATER WELL LICENSE APPLICATION:**

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

Alkalinity (as CaCO<sub>3</sub>)

per test	92
	\$20.00

**City of Kerrville**  
**Fee Schedule**  
Effective October 1, 2017 (PROPOSED)

Ammonia Nitrogen  
Total BOD5  
Carbonaceous BOD5  
Chloride  
Conductivity  
Iron  
Hardness, Total  
Nitrogen, Nitrate  
Nitrogen, Nitrite  
Oil and Grease  
Phosphorus, Total  
Solids, Total Dissolved (TDS)  
Solids, Total Suspended (TSS)  
Solids, Volatile Suspended (VSS)  
Sulfate  
Total Organic Carbon

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

**BACTERIOLOGICAL TEST:**

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

per test	\$18.00
per test	\$20.00

**SAMPLE COLLECTION FEE:**

Water Sample Collection Fees (inside of city limits only)

per test	\$25.00
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**STANDARD ANALYSIS PACKAGE (DRINKING WATER):**

Included: alkalinity, chloride, conductivity, total hardness, iron, nitrate, sulfate, total dissolved solids, total coliform/E. coli

per test	\$100.00
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**UTILITY BILLING**

**RETURNED ITEM HANDLING:**

(Checks, bank drafts, credit or debit cards)

per item	\$25.00
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**LIEN FILING FEE:**

ACTUAL COST

**NEW ACCOUNT FEE (water, sewer, garbage):**

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

per account	\$25.00
per account	\$15.00

**UTILITY CUSTOMER DEPOSIT:**

Residential  
Commercial

per account	\$75.00
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	\$50.00

**LATE FEE OR PENALTY:**

Accounts not paid in full by due date

current bill	10%
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**WATER RATES - INSIDE CITY LIMITS:**

Residential

**City of Kerrville**  
**Fee Schedule**  
Effective October 1, 2017 (PROPOSED)

Monthly Account Maintenance Fee plus		
0 - 6000 gallons	per account	\$12.00
6,001 - 15,000 gallons	per 1,000	\$3.06
15,001 - 25,000 gallons	per 1,000	\$3.46
25,001 - 50,000 gallons	per 1,000	\$4.38
50,001 and up gallons	per 1,000	\$5.57
Commercial	per 1,000	\$7.12
Monthly Account Maintenance Fee plus		
0 - 25,000 gallons	per account	\$12.00
25,001 - 50,000 gallons	per 1,000	\$3.43
50,001 and up gallons	per 1,000	\$3.88
Irrigation	per 1,000	\$4.41
Monthly Account Maintenance Fee plus		
0 -15,000 gallons	per account	\$12.00
15,001 - 25,000 gallons	per 1,000	\$4.38
25,001 and up gallons	per 1,000	\$5.38
Fire Hydrant	per 1,000	\$6.87
Monthly Account Maintenance Fee plus		
Deposit (refundable)	per account	\$62.40
Meter Set-up or Move	per account	\$2,750.00
New Account Fee	per account	\$200.00
0 -15,000 gallons	per account	\$25.00
15,001 - 25,000 gallons	per 1,000	\$4.38
25,001 and up gallons	per 1,000	\$5.38
per 1,000	\$6.87	
WATER RATES - OUTSIDE CITY LIMITS:		
Residential		
Monthly Account Maintenance Fee plus	per account	\$18.00
0 - 6000 gallons	per 1,000	\$4.59
6,001 - 15,000 gallons	per 1,000	\$5.19
15,001 - 25,000 gallons	per 1,000	\$6.57
25,001 - 50,000 gallons	per 1,000	\$8.36
50,001 and up gallons	per 1,000	\$10.68
Commercial		
Monthly Account Maintenance Fee plus	per account	\$18.00
0 - 25,000 gallons	per 1,000	\$5.15
25,001 - 50,000 gallons	per 1,000	\$5.82
50,001 and up gallons	per 1,000	\$6.62
Irrigation		
Monthly Account Maintenance Fee plus	per account	\$18.00
0 -15,000 gallons	per 1,000	\$6.57
15,001 - 25,000 gallons	per 1,000	\$8.07
25,001 and up gallons	per 1,000	\$10.31
Fire Hydrant		
Monthly Account Maintenance Fee plus	per account	\$93.60
Deposit	per account	\$2,750.00
Meter Set-up or Move	per account	\$200.00
New Account Fee	per account	\$25.00
0 -15,000 gallons	per 1,000	\$6.57
15,001 - 25,000 gallons	per 1,000	\$8.07
25,001 and up gallons	per 1,000	\$10.31

# City of Kerrville

## Fee Schedule

Effective October 1, 2017 (PROPOSED)

### EFFLUENT OR RE-USE WATER (pumped):

Monthly Account Maintenance Fee plus  
(unless otherwise agreed to in separate contract)  
Municipal Use

per account	\$12.00
per 1,000 gallons	\$0.65
per 1000 gallons	\$0.38

### WATER BY THE TRUCK LOAD:

#### Re-Use Water

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

per load	\$10.00
per load	\$17.50

#### Potable Water

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

per load	\$15.00
per load	\$22.00

### SEWER RATES - INSIDE CITY LIMITS:

#### Residential

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

per account	\$9.00
4,000 gallon min.	\$20.68
per 1,000 gallons	\$5.17

#### Commercial

Monthly Account Maintenance Fee plus  
Per 1,000 gallons

per account	\$9.00
per 1,000 gallons	\$5.50

#### Wholesale

Monthly Account Maintenance Fee plus  
Wholesale Sewer rate  
Wholesale sewer rate excess capacity

per account	\$9.00
per 1,000 gallons	\$5.10
per day	\$1,000.00

### SEWER RATES - OUTSIDE CITY LIMITS:

#### Residential

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

per account	\$13.50
4,000 gallon min.	\$31.04
per 1,000 gallons	\$7.76

#### Commercial

Monthly Account Maintenance Fee plus  
Per 1,000 gallons

per account	\$13.50
per 1,000 gallons	\$8.25

#### Wholesale

Monthly Account Maintenance Fee plus  
Wholesale Sewer rate  
Wholesale sewer rate excess capacity

per account	\$13.50
per 1,000 gallons	\$5.10
per day	\$1,000.00

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

# City Council Agenda Bill Report

Agenda Item No. 2017-136

Submitted by: Sandra Yarbrough, Finance Director

Submitting Department: Finance

Meeting Date: January 9, 2018

## **SUBJECT:**

Budget and Economic Update for period ending November 30, 2017.

## **SUMMARY STATEMENT:**

General Fund revenues received as of November 30, 2017, were \$3,409,579 or 12.70% of budget, and expenses were \$3,794,644 or 14.14% of budget. Property tax collections as of November 30, 2017, were 11.70% of budget and 5.90% over same period in the prior year. Sales tax collections were 17.27% of budget and 2.32% over same period in prior year.

Water and Sewer Fund revenues as of November 30, 2017, were \$2,084,882 or 17.00% of budget, and expenses were \$2,076,487 or 17.03% of budget. Water sales were 18.15% of budget and sewer sales were 15.93% of budget. Winter averaging of residential accounts began around November 20 and will continue to around March 10 with December, January, and February billings reflected in the financial reports. Calculation of residential sewer sales to begin in April will be based on these three months, as landscape irrigation is typically limited.

Hotel Motel Fund revenues as of November 30, 2017, were \$197,936 or 16.43% of budget and down 6.99% compared to same period in prior year. When comparing current year to prior year it was found that timing of receiving receipts from various occupancy taxpayers created the variance. Expenses as of November were \$247,050 or 21.02% of budget. Quarterly payments to Kerrville Convention and Visitors Bureau and Arts Coop were made during November. Occupancy Tax revenue is generated from overnight stays from convention and small groups, camp visitors, and tourism.

Community Investment Plan reflects the current status of active projects. Reflected is the project budget, current month financial activity, and unspent balance of project. The report is financial only and does not reflect percentage or status of project completion.

New residential permits issued in November were 6 with a estimated value of \$1,240,000 and commercial permits for new and improvements valued at \$1,217,122. Additions and improvements completed in 2017 and not tax exempt will be reflected on the 2018 tax year roll and included in the fiscal year 2019 budget.

Real estate inventory and transactions have remained consistent through the year. Unemployment has remained low for several months locally and statewide.

Active water accounts billed in November served 10,976 households, 1,577 commercial locations, and 519 irrigation sites. Active sewer accounts billed in November served 10,661 households and 1,296 commercial locations. Curbside residential garbage collection served 8,131 households. Curbside residential garbage service is provided to 4 households per address. Locations with more than 4 households are serviced directly by a garbage dumpster provider.

## **EXHIBITS:**

Budget and Economic Update

**RECOMMENDED ACTION:**

For information purposes only, no action required.

**EXPENDITURE REQUIRED:**

N/A

**CURRENT BALANCE IN ACCOUNT:**

N/A

**AMOUNT BUDGETED:**

N/A

**ACCOUNT NUMBER:**

N/A

**PAYMENT TO BE MADE TO:**

N/A

**ATTACHMENTS**

- [Council 11-30-17.xlsx](#)

## Budget and Economic Update

Month ending November 30, 2017

	Current Month	Y-T-D Total	Budget @ 16.66%	Prior Year To-Date	% change vs prior year
General Fund					
Total Revenues	\$ 2,353,017	\$ 3,409,579	12.70%	\$ 3,195,349	6.70%
Property tax	\$ 1,052,317	\$ 1,052,317	11.70%	\$ 993,689	5.90%
Sales tax	\$ 557,457	\$ 1,112,376	17.27%	\$ 1,087,144	2.32%
Total Expenditures	\$ 1,881,745	\$ 3,794,644	14.14%	\$ 3,739,980	1.46%
Water and Sewer Fund					
Total Revenues	\$ 971,456	\$ 2,084,882	17.00%	\$ 2,040,217	2.19%
Water Sales	\$ 483,204	\$ 1,043,709	18.15%	\$ 1,013,686	2.96%
Sewer Service	\$ 438,531	\$ 884,400	15.93%	\$ 910,082	-2.82%
Total Expenditures	\$ 866,334	\$ 2,076,487	17.03%	\$ 1,894,971	9.58%
Hotel/Motel Fund					
Total Revenues	\$ 107,217	\$ 197,936	16.43%	\$ 212,805	-6.99%
Total Expenditures	\$ 247,050	\$ 247,050	21.02%	\$ 246,450	0.24%

Community Investment Plan	Project Budget	Current Month	P-T-D Expense	Project Budget Balance
Kerrville Sports Complex	\$ 10,500,000	\$ 199,821	\$ 10,271,364	\$ 228,636
Landfill Permitting	\$ 757,597	\$ 36,484	\$ 465,797	\$ 291,800
Legion Lift Station	\$ 750,000	\$ -	\$ 115,555	\$ 634,445
Oxidation Ditch WWTP	\$ 1,487,745	\$ -	\$ 41,792	\$ 1,445,953
Rehab Clarifier Water Treatment	\$ 683,750	\$ -	\$ 28,961	\$ 654,789
Reuse System	\$ 23,003,000	\$ 782,217	\$ 11,857,549	\$ 11,145,451
River Trail	\$ 6,000,000	\$ 4,799	\$ 5,251,653	\$ 748,347
Sports Complex Field House	\$ 2,196,000	\$ 153,265	\$ 1,738,185	\$ 457,815
TTHM/Tank Repaint	\$ 1,764,100	\$ 22,337	\$ 1,017,291	\$ 746,809

Development Activities:		Housing - November (Source: Kerrville Board of Realtors)	
Residential	Commercial		
Oct 7	\$ 8,883,507	511 active residential listings; 52 residential sales November 2017	
Nov 6	\$ 1,217,122	\$14,174,946 total residential sales dollars November 2017	
Dec		\$182,165,259 total residential sales dollars Y-T-D 2017	
Jan			
Feb		Unemployment - October (Source: Texas Workforce Commission)	
Mar		National	3.9%
Apr		Texas	3.5%
May		Local	2.9%
June			
July		Utility Accounts Billed - November:	
Aug		Water - Residential units - 10,976; Commercial units - 1,577; Irrigation - 519	
Sept		Sewer- Residential units - 10,661; Commercial units - 1,296	
YTD 13	\$ 10,100,629	Garbage - Curbside - residential only - 8,131	

# **City Council Agenda Bill Report**

Agenda Item No. 2017-167

Submitted by: Stuart Barron, Director of Public Works

Submitting Department: Public Works

Meeting Date: January 9, 2018

## **SUBJECT:**

Interlocal Agreement between Kerr County, Texas and City of Kerrville, Texas regarding provision of maintenance service at Bear Creek Crossing.

## **SUMMARY STATEMENT:**

Consideration of an agreement between the City of Kerrville and Kerr County for the one time maintenance of Bear Creek Road and Bear Creek River Crossing. Bear Creek Road enters the Kerrville City Limits along the north bank of the Guadalupe River at the Bear Creek River Crossing. This section of road is subject to severe flooding and is in need of new asphalt. The damaged roadway is in both County and City jurisdictions; therefore, the City and the County would need to enter into a one time agreement to repair this 170-foot section of road.

The Commissioners Court has approved the Interlocal Agreement which approves the County forces to supply labor, equipment and materials to clean/broom the concrete and fill the cracks with caulk filler to prepare the roadway surface for an asphalt overlay.

If the Interlocal Agreement is approved by the City Council, City staff will provide labor, equipment and materials to overlay the prepared area with hot mix asphalt cement. This section of roadway will simply be included within the near-term projects of the City's scheduled street maintenance program.

## **EXHIBITS:**

Agreement

## **RECOMMENDED ACTION:**

Authorize execution of Interlocal Agreement.

## **EXPENDITURE REQUIRED:**

Staff time and materials

## **CURRENT BALANCE IN ACCOUNT:**

\$1,400,000 (General Street Maintenance account))

## **AMOUNT BUDGETED:**

N/A

## **ACCOUNT NUMBER:**

01-0161-2410

## **PAYMENT TO BE MADE TO:**

N/A

ATTACHMENTS

- Bear Creek Crossing Final.pdf

## **AGREEMENT BETWEEN KERR COUNTY, TEXAS AND CITY OF KERRVILLE, TEXAS REGARDING PROVISION OF MAINTENANCE SERVICE AT BEAR CREEK CROSSING**

This Interlocal Agreement for Road Maintenance Services between the City of Kerrville, Texas (“City”) and Kerr County, Texas (“County”) shall be effective as of December\_\_\_\_, 2017.

**WHEREAS**, Chapter 791 of the Texas Government Code authorizes local governments to enter into interlocal contracts for the public good and welfare; and

**WHEREAS**, in order to preserve taxpayer funded resources through elimination of duplication, the Commissioners Court of Kerr County, Texas (County) and the City Council of the City of Kerrville, Texas (City) find it to be in the public interest that the County collaborate with the City in the one-time maintenance improvement project of the bridge making up a portion of Bear Creek Road (the “Bridge”);

**NOW, THEREFORE**, in consideration of the recitals set forth above and covenants expressed herein, and in accordance with the Interlocal Cooperation Act, Tex. Gov’t Code §791.001, *et. seq.*, the City and County execute an Agreement whereby the County agrees to collaborate with the City in a one-time maintenance improvement project of the Bridge, and the City and County hereby agree as follows:

1. **Maintenance Improvement Project.** The intent of this Agreement is to establish the terms and conditions between City and County whereby City and County agree to collaborate in the one-time maintenance improvement project of the Bridge as follows:
  - a. County Road and Bridge personnel will provide labor, equipment and materials to prepare the 170 feet of Bear Creek Road, that is located in the City’s municipal limits and in the County’s jurisdiction, as indicated in Exhibit A (“Designated Area”) by cleaning/brooming the concrete and filling cracks with a caulk/filler, a type and quality of which will be pre-approved by the County Road Administrator and the City Director of Public Works.
  - b. Following provision of work as specified in subsection 1.a., above, and the City’s approval of the work, such approval not to be unreasonably delayed or withheld, City personnel will provide labor, equipment and materials to overlay the prepared Designated Area with hot mix asphalt cement, a type and quality of which will be pre-approved by the County Road Administrator and the City Director of Public Works.
2. **Term.** The term of this Agreement shall begin January \_\_\_\_, 2018, and end upon completion of the project, but such completion date to be on or before May 30, 2018.
3. **Default.** In the event of default by either party in the performance of its respective obligations hereunder, and said defaulting party fails to cure such default within thirty (30) days after receipt of written notice from the nondefaulting party, the nondefaulting party,

at its option, and without prejudice to any other remedy it may have for the defaulting party's breach of this Agreement, may terminate this Agreement not earlier than thirty (30) days after delivering written notice of termination to the defaulting party.

4. **Independent Operations.** In the performance of obligations hereunder, each party has the exclusive right to supervise, manage, control, and direct its employees in the performance of its required services hereunder. Each party shall look to other party for results only and shall not have the right to direct the other party or any of its officers or employees in the performance of such services or as to the manner, means, or methods in which the services are performed except as herein expressly provided
5. **No Commitment/Obligation.** This Agreement shall not be construed as a commitment, issue, pledge, or obligation of any specific county funds, taxes, or tax revenues.
6. **No Assignment.** This Agreement shall be binding upon parties hereto: provided, however, that neither the City nor the County shall assign, sublet, or transfer their interest in this Agreement without the prior written consent of the other.
7. **Applicable Law.** This Agreement has been made in and shall be construed in accordance with the laws of the State of Texas. Venue shall be in Kerr County, Texas.
8. **Notice.** Notice to City provided herein shall be sufficient if sent by first class mail, postage prepaid to:

City Manager  
City of Kerrville  
701 Main Street  
Kerrville, TX 78028

and notices to County, if sent by first class mail, postage prepaid addressed to:

County Judge  
Kerr County Courthouse  
700 Main Street  
Kerrville, TX 78028

Or to such other addresses as the parties may designate to each other in writing.

9. **Waivers and Immunities.** Nothing herein shall be considered a waiver of any right, protection, or immunity of either party granted by the laws of the State of Texas, or any other statute, law or regulation and each party hereto expressly reserves all such rights, protection and immunity. All privileges and immunities from liability, exemptions from laws, ordinances and rules, pension, relief, disability, worker's compensation, and other benefits which apply to the activities of officers, employees, or agents of the parties when performing a function shall apply to such officers, employees, or agents to the same extent while engaged in the performance of any of their functions and duties under the terms and provisions of this Agreement. Each party reserves, and does not waive, its rights of

sovereign immunity and rights under the Texas Tort Claims Act. The parties expressly agree that, in all things relating to this Agreement, each is performing a governmental function, as defined by the Texas Tort Claims Act. The parties further expressly agree that every act or omission of each party, which, in any way, pertains to or arises out of this Agreement falls within the definition of governmental function. Independent of, severable from, and to be enforced independently of any other enforceable or unenforceable provision of this Agreement, NEITHER PARTY WILL BE LIABLE TO THE OTHER PARTY (NOR TO ANY PERSON CLAIMING RIGHTS DERIVED FROM THE LATTER PARTY'S RIGHTS) FOR INCIDENTAL, CONSEQUENTIAL, SPECIAL, PUNITIVE, OR EXEMPLARY DAMAGES OF ANY KIND including lost profits, loss of business, or other economic damage, and further including injury to property, mental anguish and emotional distress AS A RESULT OF BREACH OF ANY TERM OF THIS AGREEMENT, REGARDLESS OF WHETHER A PARTY WAS ADVISED, HAD OTHER REASON TO KNOW, OR IN FACT KNEW OF THE POSSIBILITY THEREOF. Finally, each party acknowledges that the provisions of this Agreement were negotiated to reflect an informed, voluntary allocation between them of all risks (both known and unknown) associated with the transactions associated with this Agreement. The disclaimers and limitations in this Agreement are intended to limit the circumstances of liability. The remedy limitations, and the limitations of liability, are separately intended to limit the forms of relief available to the parties.

10. **Independent Contractors.** County and City are independent legal entities. Nothing in this Agreement shall be construed to create the relationship of employer and employee, or principal and agent, or any relationship other than that of independent parties contracting with each other solely for carrying out the terms of this Agreement. Neither party nor any of their respective officials, employees, or agents shall control or have any right to control the activities of the other party in carrying out the terms of this Agreement.
11. **Severability.** The Parties shall observe and comply with all applicable federal, state, and local laws, rules, ordinances, and regulations affecting the conduct of services provided and the performance of obligations undertaken by this Agreement. Every provision of this Agreement is intended to be severable. If any term or provision hereof is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of this Agreement.
12. **Headings.** The headings of sections of this Agreement are for reference only and will not affect in any way the meaning or interpretation of this Agreement.
13. **Entire Agreement; Amendments.** This Agreement constitutes the entire understanding of the parties hereto and supersedes all prior or contemporaneous understandings, communications or representations, whether oral or written, regarding the subject matter of this Agreement with respect to the subject matter hereof. No amendment, modification, or alteration of the terms shall be binding unless the same is in writing, dated subsequent to the date hereof and duly executed by the parties hereto. The parties reserve the right to amend this Agreement in the event either party should experience an unforeseen,

significant impact to their respective budget allocated for the services addressed in this Agreement.

SIGNED AND AGREED on the dates indicated by the parties below.

CITY OF KERRVILLE, TEXAS

By: \_\_\_\_\_  
Bonnie White, Mayor

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

ATTEST:

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

APPROVED AS TO FORM:

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

COUNTY OF KERR, TEXAS

By: \_\_\_\_\_  
Tom Pollard, County Judge

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

ATTEST:

\_\_\_\_\_  
Rebecca Bolin, Kerr County Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Heather Stebbins, Kerr County Attorney

# **City Council Agenda Bill Report**

Agenda Item No. 2017-181

Submitted by: Kyle Burow, Director Engineering

Submitting Department: Engineering

Meeting Date: January 9, 2018

## **SUBJECT:**

Reject all bids submitted on December 19, 2017, for the construction of the Kerrville Sports Complex Irrigation Pond and Pump Station.

## **SUMMARY STATEMENT:**

Bids for the Kerrville Sports Complex Irrigation Pond and Pump Station project were opened and read aloud on December 19, 2017 at 3:00 p.m. Two bids were received and both exceeded the City's project budget for construction. Staff recommends that all bids be rejected to provide an opportunity for staff and the City's consultant to re-scope the project.

## **EXHIBITS:**

Bid Results for the Kerrville Sports Complex Irrigation Pond and Pump Station

## **RECOMMENDED ACTION:**

Reject all bids submitted on December 19, 2017, for construction of the Kerrville Sports Complex irrigation pond and pump station.

## **EXPENDITURE REQUIRED:**

\$0

## **CURRENT BALANCE IN ACCOUNT:**

N/A

## **AMOUNT BUDGETED:**

N/A

## **ACCOUNT NUMBER:**

N/A

## **PAYMENT TO BE MADE TO:**

## **ATTACHMENTS**

- [Sports Complex Reuse Pond\\_Received Bids.pdf](#)

# **Project Name : Sports Complex Reuse Pond**

**Engineering Number: PW#17-012**

## **Bid Opening: December 19, 2017**

# **City Council Agenda Bill Report**

Agenda Item No. 2017-182

Submitted by: Brenda Craig, City Secretary

Submitting Department: City Secretary

Meeting Date: January 9, 2018

## **SUBJECT:**

Ordinance No. 2018-04, amending to the City's "Zoning Code" to revise the definition of "home occupation" and to adopt regulations related to that use. (ITEM HAS BEEN RESCHEDULED TO JANUARY 23, 2018.)

## **SUMMARY STATEMENT:**

Item has been rescheduled to January 23, 2018.

## **EXHIBITS:**

None.

## **RECOMMENDED ACTION:**

None.

## **EXPENDITURE REQUIRED:**

\$0

## **CURRENT BALANCE IN ACCOUNT:**

N/A

## **AMOUNT BUDGETED:**

N/A

## **ACCOUNT NUMBER:**

N/A

## **PAYMENT TO BE MADE TO:**

N/A

## **ATTACHMENTS**

•

# **City Council Agenda Bill Report**

Agenda Item No. 2017-137

Submitted by: Sandra Yarbrough, Finance Director

Submitting Department: Finance

Meeting Date: January 9, 2018

## **SUBJECT:**

Ordinance No.2018-01 amending Chapter 10, "Alcoholic Beverages" of the Code of Ordinances of the City of Kerrville, Texas; by amending Section 10-3 "Licensing Requirements; Fees"; by reducing the applicable fee for a brewer's permit and brewpub license; containing a cumulative clause; containing a savings and severability clause; providing for an effective date; ordering publication; and providing other matters relating to the subject.

## **SUMMARY STATEMENT:**

This is the second reading of ordinance to amend the alcoholic beverage license and fee permit requirements. With the recent trend of brewpubs and brewer's permit holders establishing businesses within the city limits, concerns regarding the license and fee requirements have been brought to the attention of city staff. The fees are significantly higher than compared to other establishments that hold similar alcoholic beverage permits, such as restaurants. In an effort to encourage this type of business development, consideration should be given to make these licenses and fees more reasonable. Under the current ordinance the Brewpub license fee would be \$500 for two years and Brewer's Permit license fee would be \$1,500 for two years. The amended ordinance would recognize the two license permits as a Beer On-Premises license, and that fee would be \$150 for either license type for a two year period.

## **EXHIBITS:**

Ordinance No. 2018-01

## **RECOMMENDED ACTION:**

Approve Ordinance No. 2018-01 on second reading.

## **EXPENDITURE REQUIRED:**

\$0

## **CURRENT BALANCE IN ACCOUNT:**

N/A

## **AMOUNT BUDGETED:**

N/A

## **ACCOUNT NUMBER:**

N/A

## **PAYMENT TO BE MADE TO:**

N/A

## **ATTACHMENTS**

- [Ordinance No. 2018-01.pdf](#)

**CITY OF KERRVILLE, TEXAS  
ORDINANCE NO. 2018-01**

**AN ORDINANCE AMENDING CHAPTER 10, "ALCOHOLIC BEVERAGES" OF THE CODE OF ORDINANCES OF THE CITY OF KERRVILLE, TEXAS; BY AMENDING SECTION 10-3 "LICENSING REQUIREMENTS; FEES"; BY REDUCING THE APPLICABLE FEE FOR A BREWER'S PERMIT AND BREWPUB LICENSE; CONTAINING A CUMULATIVE CLAUSE; CONTAINING A SAVINGS AND SEVERABILITY CLAUSE; PROVIDING FOR AN EFFECTIVE DATE; ORDERING PUBLICATION; AND PROVIDING OTHER MATTERS RELATING TO THE SUBJECT**

**WHEREAS**, pursuant to the authority found within Sections 11.38 and 61.36 of the Texas Alcoholic Beverage Code, the City, per Section 10-3 of its Code of Ordinances, levies and collects fees for each license or permit it issues for premises engaged in the sale of alcoholic beverages within the City; and

**WHEREAS**, the City desires to amend the applicable fee for brewpub licenses; and

**WHEREAS**, the City Council of the City of Kerrville, Texas, finds it to be in the public interest to amend Chapter 10, "Alcoholic Beverages" by reducing the applicable fee for brewer's permits and brewpub licenses;

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

**SECTION ONE.** Section 10-3, subsection (a) of Chapter 10 "Alcoholic Beverages," of the Code of Ordinances of the City of Kerrville, Texas, is amended by adding the language that is underlined (added) and deleting the language that is bracketed and stricken (~~deleted~~) as follows:

**"Sec. 10-3. Licensing Requirements; fees.**

**(a) *Generally.*** Before any permit or license required by this chapter shall be issued, the applicant shall be required to show a valid permit or license issued by the state, authorizing him to engage in such manufacture, sale, distribution, barter or sale of the class, or classes, of alcoholic beverage included in such application for such city license within the corporate limits of the city, and shall pay to the city, for the use and benefit of the general fund of the city, the applicable permit or license fees, as follows:

One-half of permit or license fee paid to the state, except for a brewer's permit, brewpub license, or license issued for a similar business, in which case the City shall charge the fee applicable for an on-premises retailer."

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

**SECTION THREE.** The provisions of this Ordinance are to be cumulative of all other ordinances or parts of ordinances governing or regulating the same subject matter as that covered herein; provided, however, that all prior ordinances or parts of ordinances inconsistent with or in conflict with any of the provisions of this Ordinance are hereby expressly repealed to the extent of any such inconsistency or conflict.

**SECTION FOUR.** If any section, subsection, sentence, clause, or phrase of this Ordinance is, for any reason, held to be unconstitutional or invalid, such holding shall not affect the validity of the remaining portions of this Ordinance. The 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 one or more sections, subsections, sentences, clauses, or phrases be declared unconstitutional or invalid.

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

PASSED AND APPROVED ON FIRST READING, this the 12<sup>th</sup> day of December, A.D., 2017.

PASSED AND APPROVED ON SECOND AND FINAL READING,  
this the \_\_\_\_\_ day of \_\_\_\_\_, A.D., 2018.

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\_\_\_\_\_  
Bonnie White, Mayor

APPROVED AS TO FORM:

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

ATTEST:

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

# **City Council Agenda Bill Report**

Agenda Item No. 2017-161

Submitted by: Sabine Kuenzel, Chief Planning Officer

Submitting Department: Development Services

Meeting Date: January 9, 2018

## **SUBJECT:**

Ordinance No. 2018-02, amending the City's "Zoning Code" to designate the Central Business District, the Gateway District, and the Guadalupe River District as "Design Districts" in accordance with Senate Bill 1004; containing a savings and severability clause; providing for a maximum penalty or fine of two thousand dollars (\$2,000.00); and ordering publication.

## **SUMMARY STATEMENT:**

Recent changes in the Texas Legislature allow cities to adopt design regulations within "design districts" as they relate to telecommunication network nodes and poles, but only allows municipal authority to regulate design in "design districts". This is the first step in preparing the City to better respond to requests for network nodes and poles as they come to the City for permitting. In the future, staff will follow-up with discussions regarding the actual design guidelines.

## **EXHIBITS:**

Staff report and Ordinance No. 2018-02

## **RECOMMENDED ACTION:**

Approve Ordinance No. 2018-02 on second reading.

## **EXPENDITURE REQUIRED:**

\$0

## **CURRENT BALANCE IN ACCOUNT:**

N/A

## **AMOUNT BUDGETED:**

N/A

## **ACCOUNT NUMBER:**

N/A

## **PAYMENT TO BE MADE TO:**

N/A

## **ATTACHMENTS**

- [PZ PH 11.16.17 designate design districts.docx](#)
- [Ordinance No. 2018-02.pdf](#)



# City of Kerrville Planning Department Report

To: Planning & Zoning Commission  
Agenda Item: 3B  
Planning File #: 2017-076  
Hearing Date: November 16, 2017  
Subject: Public hearing, consideration, and action regarding a text amendment to the City of Kerrville Zoning Ordinance, identifying design districts

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The purpose of this proposed text amendment is to clarify that the following districts are intended to be “design districts”:

- 1) Guadalupe River District (GR)
- 2) Central Business District (CBD)
- 3) Gateway District (GTW)

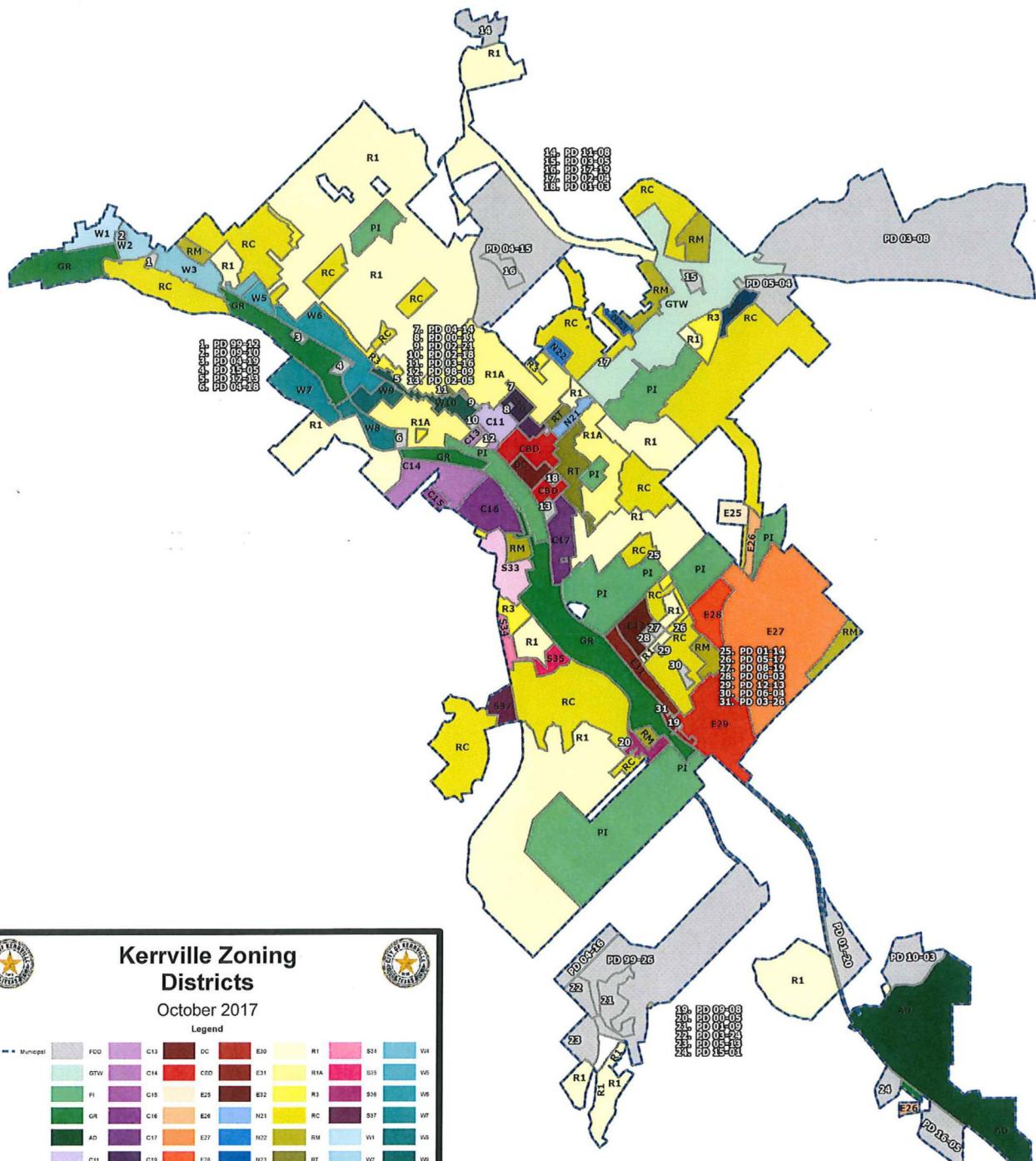
Recent changes in the Texas Legislature allow cities to adopt design regulations within “design districts” as they relate to telecommunication network nodes and poles, but limits municipal authority to do that to areas that a city has designated as “design districts”. The City’s intention in creating these districts was to identify these areas of the City of Kerrville as unique to their respective characters.

On September 21 and October 5 of this year, the Commission received and discussed an overview of the City’s current Wireless Telecommunications Facilities ordinance, the federal and statutory context, and our options.

This is the first step in preparing the City to better respond to requests for network nodes and poles as they come into the City for permitting. As we proceed with Comprehensive Plan discussions regarding the future goals for the City, we will further explore additional details and options regarding design regulations.

## **Attachments:**

Zoning map



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

**CITY OF KERRVILLE, TEXAS  
ORDINANCE NO. 2018-02**

**AN ORDINANCE AMENDING THE CITY'S "ZONING CODE" TO  
DESIGNATE THE CENTRAL BUSINESS DISTRICT, THE  
GATEWAY DISTRICT, AND THE GUADALUPE RIVER  
DISTRICT AS "DESIGN DISTRICTS" IN ACCORDANCE WITH  
SENATE BILL 1004; CONTAINING A SAVINGS AND  
SEVERABILITY CLAUSE; PROVIDING FOR A MAXIMUM  
PENALTY OR FINE OF TWO THOUSAND DOLLARS (\$2000.00);  
AND ORDERING PUBLICATION**

**WHEREAS**, pursuant to Texas Local Government Code Sections 211.006 and 211.007, notice has been given to all parties in interest and citizens by publication in the official newspaper and otherwise, of a hearing held before the City Council on December 12, 2017, which considered a report of the City of Kerrville Planning and Zoning Commission regarding its recommendations on an ordinance, the adoption of which will result in revisions to Articles 11-I-3 and 11-I-11 of the City's Zoning Code, such amendments to provide that the Central Business District, the Gateway District, and the Guadalupe River District are designated as "design districts", in accordance with Senate Bill 1004, which is now codified as Chapter 284 of the Texas Local Government Code; and

**WHEREAS**, such public hearing was held in the Council Chambers beginning at approximately 6:00 p.m. on December 12, 2017, as advertised; and

**WHEREAS**, after a full hearing, at which all parties in interest and citizens were given an opportunity to be heard; and after receiving and considering the recommendations of the Planning and Zoning Commission and City staff; and after considering among other things, the character of the various areas of the City and the suitability of particular uses in each area; and with a view to conserving the value of buildings and encouraging the most appropriate use of land throughout the City, the Council finds it to be in the best interest of the health, safety, morals, and general welfare of the City of Kerrville, Texas, to amend the City's Zoning Code to revise Articles 11-I-3 and 11-I-11 as provided herein;

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

**SECTION ONE.** Article 11-I-3 "Definitions and Interpretations of Words and Phrases", of the City's Zoning Code is amended by adding the language that is underlined (added) as follows:

## **“Art. 11-I-3 DEFINITIONS AND INTERPRETATIONS OF WORDS AND PHRASES**

### **(a) Definitions: ...**

**(24) Central Business District (CBD):** Lots 3-11, Block H and Lots 1-7, 12-16, Block I, B.F. Cage Addition; all of Blocks 1, 2, 3, 4, 5, 6, 7, 8 the Courthouse Block, 17, 18, 19, 20, 22, 23, 24, 25, and 26, J.D. Brown Addition; Lots 598-601, Block 10, Lots 377- 380, Block 51, Lots 369-376, Block 52, all of Blocks 9, 22, 29, 30, 31, 43, 44, 45 and 50, Schreiners 2<sup>nd</sup> Addition, City of Kerrville, Kerr Country, Texas; and being generally described as Barnett Street on the north, the Guadalupe River on the south, Hays Street on the west and Tivy Street on the east; said district is designated as a “design district” in accordance with Section 284.105, Texas Local Government Code.”

**SECTION TWO.** Article 11-I-11 “Miscellaneous Zoning Districts” of the City’s Zoning Code, and specifically the “Gateway District (GTW)” and “Guadalupe River District (GR)”, is amended by adding the language that is underlined (added) as follows:

**“(b) “GTW” Gateway District:** The “GTW” Gateway District is designed primarily to regulate the development and land use of areas at or near the most heavily trafficked entries into the City in a manner that enhances the appearance of such areas while at the same time allowing the development of more intense uses that require good access to major thoroughfares. Most commercial uses are permitted as a matter of right. Development of hotels and other similar uses is encouraged. All uses which are allowed conditionally should be carefully evaluated as to the impact such uses have on the appearance and “first impression” portrayed to anyone traveling into and out of the City as well as the amount of traffic concentrated around such entry ways. The “GTW” Gateway District regulations may be applied to newly annexed areas that may result in the development of an additional main entrance into the City. This district is designated as a “design district” in accordance with Section 284.105, Texas Local Government Code. In addition to other regulations set forth in the Zoning Code, property located in the “GTW” Gateway District shall be developed in accordance with the following regulations: ...

**(c) “GR” Guadalupe River District:** The “GR” Guadalupe River District is primarily designed to allow the development of business-type uses compatible with the riverside environment in areas contiguous with or in close proximity to the Guadalupe River which are not otherwise included in other zoning districts. When a Conditional Use Permit is required, an evaluation of the

proposed development's impact on the quality of the water and the river environment generally, and aesthetic compatibility with the river front should be made when determining the nature of the conditions to be included in the permit. This district is designated as a "design district" in accordance with Section 284.105, Texas Local Government Code."

**SECTION THREE.** The provisions of this Ordinance are cumulative of all other ordinances or parts of ordinances governing or regulating the same subject matter as that covered herein; provided, however, that all prior ordinances or parts of ordinances inconsistent with or in conflict with any of the provisions of this Ordinance are expressly repealed to the extent of any such inconsistency or conflict.

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

**SECTION FIVE.** The penalty for violation of this Ordinance shall be in accordance with the general penalty provisions contained in Section 1-9, Chapter 1 of the Code of Ordinances of the City of Kerrville, Texas, which provides for a fine not exceeding TWO THOUSAND DOLLARS (\$2,000.00).

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

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

PASSED AND APPROVED ON FIRST READING, this the 12<sup>th</sup> day of December, A.D., 2017.

PASSED AND APPROVED ON SECOND AND FINAL READING, this the    day of                   , A.D., 2018.

*(signatures begin on following page)*

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Bonnie White, Mayor

ATTEST:

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Brenda G. Craig, City Secretary

APPROVED AS TO FORM:

A handwritten signature in blue ink, appearing to read "Michael C. Hayes".

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Michael C. Hayes, City Attorney

# **City Council Agenda Bill Report**

Agenda Item No. 2017-134

Submitted by: Laura Bechtel, Library Director

Submitting Department: Library

Meeting Date: January 9, 2018

## **SUBJECT:**

Ordinance No. 2018-03 amending Chapter 66, "Library," of the Code of Ordinances of the City of Kerrville, Texas; by amending Article II "Library Advisory Board" to change the composition of the Library Advisory Board to allow Kerr County to make an appointment; containing a cumulative clause; containing a savings and severability clause; and providing other matters relating to this subject.

## **SUMMARY STATEMENT:**

The interlocal agreement between Kerr County, Texas and the City of Kerrville, Texas for the provision of animal control services within the City of Kerrville, Texas, and services of the Butt Holdsworth Memorial Library for residents of Kerr County went into effect on January 1, 2018. The agreement stipulates that the City shall amend the membership make-up of the Library Advisory Board to provide that one member of the five-member board may be appointed by the County. The board is currently comprised of four members appointed by City Council and one member appointed by the Friends of the Butt-Holdsworth Memorial Library, with the stipulation that all members maintain a library card in good standing. This is the second reading to amend the ordinance to change the composition of the Library Advisory Board to allow Kerr County to make an appointment.

## **EXHIBITS:**

Ordinance No. 2018-03 as attached.

## **RECOMMENDED ACTION:**

Approve Ordinance No. 2018-03 on second reading.

## **EXPENDITURE REQUIRED:**

\$0

## **CURRENT BALANCE IN ACCOUNT:**

N/A

## **AMOUNT BUDGETED:**

N/A

## **ACCOUNT NUMBER:**

N/A

## **PAYMENT TO BE MADE TO:**

N/A

## **ATTACHMENTS**

- [ordinance No. 2018-03.pdf](#)

**CITY OF KERRVILLE, TEXAS  
ORDINANCE NO. 2018-03**

**AN ORDINANCE AMENDING CHAPTER 66,  
"LIBRARY," OF THE CODE OF ORDINANCES OF  
THE CITY OF KERRVILLE, TEXAS; BY AMENDING  
ARTICLE II "LIBRARY ADVISORY BOARD" TO  
CHANGE THE COMPOSITION OF THE LIBRARY  
ADVISORY BOARD TO ALLOW KERR COUNTY TO  
MAKE AN APPOINTMENT; CONTAINING A  
CUMULATIVE CLAUSE; CONTAINING A SAVINGS  
AND SEVERABILITY CLAUSE; AND PROVIDING  
OTHER MATTERS RELATING TO THIS SUBJECT**

**WHEREAS**, the City of Kerrville, Texas ("City"), owns and administers the Butt-Holdsworth Memorial Library ("Library"); and

**WHEREAS**, the City Council previously established a Library Advisory Board ("LAB") for the purpose of advising and making recommendations to the City Council on matters pertaining to the Library; and

**WHEREAS**, the LAB is currently made up of five members, with City Council appointing four members and the Friends of the Library appointing a member; and

**WHEREAS**, during its meeting on November 12, 2017, City Council entered into an interlocal agreement with Kerr County whereby Council agreed to allow all Kerr County residents to access the Library and its services; and

**WHEREAS**, as part of this interlocal agreement with Kerr County, the City also agreed to amend the membership make-up of the LAB to provide that one member may be appointed by the County, such appointment to be made available following the next vacancy on the LAB; and

**WHEREAS**, the City Council of the City of Kerrville, Texas, finds it to be in the public interest to amend Chapter 66, Article II of the Code of Ordinances of the City of Kerrville to revise the LAB as provided above;

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

**SECTION ONE.** Section 66-34 of Chapter 66 "Library," Article II "Library Advisory Board" of the Code of Ordinance of the City of Kerrville, Texas, is amended by adding the language that is underlined (added) and deleting the language that is bracketed and stricken (~~deleted~~) as follows:

**"Sec. 66-34. Composition of and appointment to the Board; [ex-officio members;] terms; vacancies; absences, officers, compensation; meetings.**

(a) *Composition.* The board shall be composed of five members with appointments to be made as follows:

- (1) Council shall appoint three [four] members; [and]
- (2) the Kerr County Commissioners Court shall appoint one member; and
- (3[2]) the Friends of the Butt-Holdsworth Memorial Library shall appoint one of its members."

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

**SECTION THREE.** The provisions of this Ordinance are to be cumulative of all other ordinances or parts of ordinances governing or regulating the same subject matter as that covered herein; provided, however, that all prior ordinances or parts of ordinances inconsistent with or in conflict with any of the provisions of this Ordinance are hereby expressly repealed to the extent of any such inconsistency or conflict.

**SECTION FOUR.** If any section, subsection, sentence, clause, or phrase of this Ordinance is, for any reason, held to be unconstitutional or invalid, such holding shall not affect the validity of the remaining portions of this Ordinance. The 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 one or more sections, subsections, sentences, clauses, or phrases be declared unconstitutional or invalid.

**PASSED AND APPROVED ON FIRST READING, this the 12<sup>th</sup> day of December, A.D., 2017.**

**PASSED AND APPROVED ON SECOND AND FINAL READING, this the \_\_\_\_\_ day of \_\_\_\_\_, A.D., 2018.**

Ord. No. 2018-03

ATTEST:

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Bonnie White, Mayor

Brenda G. Craig, City Secretary

APPROVED AS TO FORM:



Michael C. Hayes, City Attorney

# **City Council Agenda Bill Report**

Agenda Item No. 2017-183  
Submitted by: Mark McDaniel, City Manager  
Submitting Department: City Administration  
Meeting Date: January 9, 2018

**SUBJECT:**

Project update.

**SUMMARY STATEMENT:**

A project update will be presented.

**EXHIBITS:****RECOMMENDED ACTION:**

None.

**EXPENDITURE REQUIRED:**

\$0

**CURRENT BALANCE IN ACCOUNT:**

N/A

**AMOUNT BUDGETED:**

N/A

**ACCOUNT NUMBER:**

N/A

**PAYMENT TO BE MADE TO:**

N/A

**ATTACHMENTS**

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# **City Council Agenda Bill Report**

Agenda Item No. 2017-169  
Submitted by: Brenda Craig, City Secretary  
Submitting Department: City Secretary  
Meeting Date: January 9, 2018

**SUBJECT:**

Appointments to the Library Advisory Board.

**SUMMARY STATEMENT:**

Council may consider appointments to the Library Advisory Board as follows: three terms that expired on November 22, 2017: Astrid Box, David Lipscomb, and Matthew Miller; and one term that will expire on November 22, 2018, due to the resignation of Stephen Burch. One of the appointments will be made by Kerr County in accordance with Ordinance No. 2018-03.

**EXHIBITS:**

Board Sheet

**RECOMMENDED ACTION:**

Appoint persons to the Library Advisory Board with terms to expire November 22, 2020.

**EXPENDITURE REQUIRED:**

\$0

**CURRENT BALANCE IN ACCOUNT:**

N/A

**AMOUNT BUDGETED:**

N/A

**ACCOUNT NUMBER:**

N/A

**PAYMENT TO BE MADE TO:**

N/A

**ATTACHMENTS**

- [Library Advisory Board.docx](#)

**LIBRARY ADVISORY BOARD**

	<u>Telephone</u>	<u>Orig. Appt.</u>	<u>Re-Appt. Date</u>	<u>Exp. Date</u>
BOX, ASTRID 504 Rees Street	896-7662	01-26-16		11-22-17
VACANT				
LIPSCOMB, DAVID 909 Lake Drive	895-4232 (H)	01-26-16		11-22-17
VACANT				
* SMITH, JANE 2009 Crown View Dr.	792-9144 (H)	04-22-13		11-22-18

**CITY STAFF:**

Laura Bechtel                            258-1260 (O)  
Library Director  
505 Water Street

Kim Meismser                            258-1140 (O)  
Director of Gen.Operations 370-0748 (C)  
701 Main Street

Qualifications:                        Members must maintain a library card in good standing.

Powers and Duties:                    The Board is an advisory board to the city council; shall have the authority to hold meetings within the city and to consider and make recommendations to the Council from time to time on any and all matters pertaining to the Library. Upon a majority vote of the total membership.

Term of Office:                        All Board appointments shall serve two (2) year terms. No Board member shall serve more than two (2) consecutive two (2) year term on the Board without having at least one (1) full year off of the Board between terms. A majority of the members' terms shall expire in even-number years with the remaining members' terms expiring in odd-numbered years.

Quorum:                                Three members

Number of Members:                Five members

Meeting Time & Place: Quarterly, on the Third Tuesday of the Month; 3:00 pm; Butt-Holdsworth Memorial Library

Absences: Any member who is absent from twenty-five percent (25%) of the board's regular meetings during any twelve (12) month period, or who is absent from any three (3) consecutive regular meetings, shall be considered for removal by the City Council. The staff member has the responsibility of reporting 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 to the City Council. 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.

Established by: Ordinance No. 1967-17; amended by Ordinance Nos. 80-5, 84-14, 84-58, 85-01, 87-24, 87-60, 87-61, and 2005-19 (in its entirety); Resolution Nos. 045-2006, 107-2006, 076-2007, and 122-2007 did not change this board. Code of Ordinances: Chapter 66 - Article II – Sections 66-31 through 66-34; Amended by Ordinance No. 2010-05; Amended by Ordinance No. 2011-16; amended by Ordinance 2017-11.

Revised: April 26, 2017

\* Appointed by Friends of the Butt-Holdsworth Memorial Library

# **City Council Agenda Bill Report**

Agenda Item No. 2017-170  
Submitted by: Brenda Craig, City Secretary  
Submitting Department: City Secretary  
Meeting Date: January 9, 2018

## **SUBJECT:**

Appointments to the Planning and Zoning Commission. (This item is eligible for discussion in executive session under Section 551.074.)

## **SUMMARY STATEMENT:**

Two regular member terms and one alternate member term expired January 1, 2018. This item is eligible for discussion in executive session under Section 551.074, if council so desires.

## **EXHIBITS:**

Board sheet

## **RECOMMENDED ACTION:**

Appoint persons to the Planning and Zoning Commission with terms to expire January 1, 2020.

## **EXPENDITURE REQUIRED:**

\$0

## **CURRENT BALANCE IN ACCOUNT:**

N/A

## **AMOUNT BUDGETED:**

N/A

## **ACCOUNT NUMBER:**

N/A

## **PAYMENT TO BE MADE TO:**

N/A

## **ATTACHMENTS**

- [Planning and Zoning Commission.docx](#)

## **PLANNING AND ZONING COMMISSION**

	<u>Telephone</u>	<u>Orig. Appt.</u>	<u>Re-Appt. Date</u>	<u>Exp. Date</u>
WALLER, ROBERT Chair 33 Antelope Trail	792-6088 (H) 896-2950 (O)	07-09-13	12-13-16	01-01-19
HARMON, GARRETT Vice-Chair 701 Lee Street	895-4510 (O) 285-2151 (C)	06-25-13	12-13-16	01-01-19
BARNETT, DON 3 Antelope Trail	739-6822 (C)	01-12-16		01-01-18
SIGERMAN, MICHAEL 4000 Comanche Trace	895-7765 (H) 305-498-1602 (O)	02-23-16	12-13-16	01-01-18
ZUBER, RUSTIN 112 Harmon Way 616 Clay St. (mailing)	895-2829 (O) 377-0329 (C) 895-4913 (H)	12-10-13	12-13-16	01-01-19
<b><u>ALTERNATES:</u></b>				
JONES, DAVID THOMAS 207 Lakewood	257-5635 (H) 210-289-5483 (C)	12-13-16		01-01-18
LENARD, MARTY 605 Overhill Drive	370-1757 (H)	12-13-16		01-01-19
<b><u>CITY STAFF:</u></b>				
Sabine Kuenzel Chief Planner	258-1184 (O)			

Qualifications: At least four of the regular members shall be residents and eligible voters of the city; one regular member may reside in the city's extraterritorial jurisdiction (ETJ) and must be an eligible voter of Kerr County. At least one alternate member shall be a resident and eligible voter of the city; one alternate member may reside in the city's extraterritorial jurisdiction (ETJ) and must be an eligible voter of Kerr County.

Powers and Duties: 1. Shall formulate and recommend to the city council for adoption a Comprehensive Plan for the orderly growth and development of the city and its environs. On a yearly basis the commission shall review and if necessary recommend such changes in the plan as it finds will facilitate the movement of people and goods, and the health, recreation, safety and general welfare of the citizens of the city.

2. Shall formulate a zoning plan (ordinance) as may be deemed best to carry out the goals of the Comprehensive Plan; hold public hearings and make recommendations to the city council relating to the creation, amendment, and implementation of zoning regulations and districts as provided in state law.
3. Shall exercise all powers of a commission as to approval or disapproval of plans, plats, or replats as set out by state law and the city's subdivision regulations.
4. Shall initiate for consideration at public hearings, proposals for the original zoning of annexed areas or for the change of zoning district boundaries on an area wide basis.
5. Shall consider and take appropriate action, upon written request, variances as prescribed to the city's subdivision and sign regulations.
6. Shall from time to time recommend such changes to the subdivision regulations, sign regulations, and any other ordinance the city council assigns to their review that will facilitate the general health, safety and welfare of the citizens of the city.

Term of Office:	Two years. No regular member shall serve more than three consecutive full terms on the Commission without having at least one full year off the Commission between terms.
Quorum:	Three (may include an alternate member but only where substitution for and acting as a regular member)
Number of Members:	Five regular members and two alternates.
Meeting Time & Place:	First and third Thursdays, 4:30 p.m., City Hall; Council Chambers.
Absences:	Any member who is absent from twenty-five percent (25%) of the board's regular meetings during any twelve (12) month period, or who is absent from any three (3) consecutive regular meetings, shall be considered for removal by the city council. The staff member has the responsibility of reporting 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 to the city council. 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.
Established by:	Minutes of 12-18-44 Council meeting; amended by Ordinance Nos. 1979-37, 1987-24, and 2008-24 (which deleted from Code of Ordinances book Chapter 82 – Article II – Sections 82-31 through 82-36 and rolled into Zoning Code which is not codified).  Rules and Regulations amended by Resolution 180-2001; Rules Governing Conduct amended by Resolution 052-2003; Process for Appointment amended by Resolution 007-2006.

\* Appointed as alternate

\*\* Appointed as full member

# **City Council Agenda Bill Report**

Agenda Item No. 2017-175

Submitted by: Brenda Craig, City Secretary

Submitting Department: City Secretary

Meeting Date: January 9, 2018

## **SUBJECT:**

Appointments to the Economic Improvement Corporation. (This item is eligible for discussion in executive session under Section 551.074.)

## **SUMMARY STATEMENT:**

Council may consider two appointments: one term due to expire June 1, 2018, and one term due to expire June 1, 2019.

## **EXHIBITS:**

Board Sheet

## **RECOMMENDED ACTION:**

Appoint persons to the Economic Improvement Corporation.

## **EXPENDITURE REQUIRED:**

\$0

## **CURRENT BALANCE IN ACCOUNT:**

N/A

## **AMOUNT BUDGETED:**

N/A

## **ACCOUNT NUMBER:**

N/A

## **PAYMENT TO BE MADE TO:**

N/A

## **ATTACHMENTS**

- [Economic Improvement Corporation.docx](#)

**ECONOMIC IMPROVEMENT CORPORATION**

	<u>Telephone</u>	<u>Orig. Appt.</u>	<u>Re-Appt. Date</u>	<u>Exp. Date</u>
EARLY, KENNETH President 2756 Indian Wells Dr. E	928-3264 (H) 257-4771 (W) 938-3264 (C)	05-24-16		06-01-18
PATTILLO, SHERI Vice President 1695 Mountain Laurel	285-9210 (O)	06-10-14	05-24-16	06-01-18
BAROODY, GEORGE 1616 Glen Road	830-542-9210 (C)	05-23-17		06-01-18
COOPER, GARY 124 Erin Drive	816-810-3744 (H)	5-23-17		06-01-19
NAMAN, ROBERT 1800 Glen Road	792-4761 (H)	05-23-17		06-01-19
VACANT				06-01-18
VACANT				06-01-19
<b>CITY STAFF:</b>				
E.A. Hoppe Deputy City Manager	258-1106 (O)			
Cheryl Brown Secretary	258-1118 (O)			
Sandra Yarbrough Treasurer	258-1120 (O)			
Qualifications:	Resident of the city and at least three directors must be persons who are not employees, officers or members of the governing body of the city.			
Purpose:	Benefiting and accomplishing public purposes of the city permitted by Section 4B of the Act including, but not limited to, the promotion and development of industrial and manufacturing enterprises to promote and encourage employment and the public welfare, and financing the acquisition, construction and/or equipping, and/or the maintenance and operating costs of any "Project" (as defined in Section 4B of the Act).			
Term of Office:	Two years; maximum of two consecutive terms			
Quorum:	Majority			
Number of Members:	Seven			
Meeting Time & Place:	Third Monday, 4:00 p.m., City Hall Council Chambers			
Established by:	Resolution No. 1995-112, amended by Resolution Nos. 1999-184; 032-2009			
Revised:	January 5, 2018			