

AGENDA FOR THE KERRVILLE CITY COUNCIL MEETING

TUESDAY, JULY 28, 2020, 6:00 P.M.

KERRVILLE CITY HALL, COUNCIL CHAMBERS

701 MAIN STREET, KERRVILLE, TEXAS

The Community Vision

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

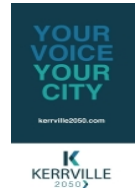
- *Respects and protects the natural environment that surrounds it;*
- *Seeks to attract economic growth and development;*
- *Provides opportunities for prosperity, personal enrichment and intellectual growth for people of all ages; and*
- *Does so while preserving the small-town charm, heritage, arts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



Kerrville2050



**CITY COUNCIL AGENDA
JULY 28, 2020, 6:00 PM
CITY HALL COUNCIL CHAMBERS
701 MAIN STREET, KERRVILLE, TEXAS**



***Council Meeting Procedures during the Disaster Declaration
and Citizen/Public Participation Guidelines***

COVID-19 (Coronavirus) provides a unique concern in that gathering members of the public, City Council, and City staff within a physical setting constitutes a public health risk. On March 16, 2020, the Texas Governor suspended certain requirements of the Open Meetings Act to permit open meetings to occur in a fully virtual setting (e.g., telephonic or videoconference meeting). In an effort to avoid and mitigate health risks, and limited occupancy levels in Council Chambers, City Council will convene in a virtual forum and attendance will be limited to only those persons essential to holding the meeting. No member of the public will be admitted into City Hall during this time. **Despite the necessity to restrict public access to Kerrville City Council meetings in the interest of public health during the COVID-19 pandemic, citizens and visitors are welcome to participate in Kerrville City Council meetings in several alternate ways as outlined below.**

Instructions for callers:

Dial one of the following toll free numbers: **1-877-853-5247** or **1-888-788-0099**.

If you cannot get through on one number, call the other number.

When your call is answered you will hear **"Welcome to Zoom, enter your Meeting ID followed by pound"**. Enter in the Meeting ID below followed by the pound sign (#).

The Meeting ID is **980 8642 5471#**.

If the moderator has not started the meeting, you will hear "The meeting has not started yet, please hold or call back later." Citizens must call in by 5:45 p.m., July 28, 2020 and register with the Zoom moderator, and each speaker is limited to four minutes.

Once you have called into the meeting, your microphone will be placed on mute and your call will be placed in the call queue. At this point, you will hear silence on the phone. Do not hang up. The moderator will unmute your microphone as he/she is going down the list. Once the meeting has started, you will be able to listen to proceedings even if your microphone is muted.

The moderator will be accepting calls starting at 5:00 p.m. Place your call before the 5:45 p.m. deadline in order to participate in speaking on a specific item. You will be queued to speak. Any calls made after the 5:45 p.m. deadline will not be answered, and microphones will be kept muted. Each speaker is limited to four minutes.

Instructions for written comments:

Written comments will be accepted for any agenda items, including Public Hearings. You are required to provide your first and last name, address, and identify the item you wish to comment on. All information must be provided in order for your comments to be read into record.

Written comments can be provided two different ways:

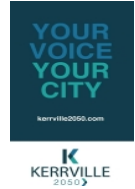
- **OPTION 1 by hard copy** – Comments may be dropped off at the City Hall Utility Payments Drop-Box on the north side of City Hall by 5:45 p.m. the evening of the Council meeting.
- **OPTION 2 by email** - Comments can be emailed to **shelley.mcelhannon@kerrvilletx.gov** and must be received by 5:45 p.m. the evening of the Council meeting. In addition, anyone may email Councilmembers via their City email addresses as specified on the City's website.

Citizens may view and hear the City Council meetings on Spectrum Channel 2 or by live-streaming via the City's website (www.kerrvilletx.gov). City Council meetings are recorded and the recordings are posted on the City's website.

Thank you for your participation!



**CITY COUNCIL AGENDA
JULY 28, 2020, 6:00 PM
CITY HALL COUNCIL CHAMBERS
701 MAIN STREET, KERRVILLE, TEXAS**



CALL TO ORDER:

INVOCATION AND PLEDGE OF ALLEGIANCE:

Led by Councilmember Place 1 Gary Cochrane.

1 PRESENTATIONS:

- 1.A. Kerrville Kindness award.

Attachments:

[20200728_Recognition_Kerrville Kindness Award Palmer.pdf](#)

- 1.B. Laura Bechtel, Library Director, recognition.

Attachments:

[20200728_Recognition_Laura Bechtel.pdf](#)

2 CONSENT AGENDA:

These items are considered routine and can be approved in one motion unless a Councilmember asks for separate consideration of an item. It is recommended that the City Council approve the following items which will grant the Mayor or City Manager the authority to take all actions necessary for each approval:

- 2.A. Resolution No. 14-2020. A Resolution authorizing the transfer of the ownership of funds from the City of Kerrville to the City of Kerrville Employee Benefit Trust to pay for employee related group benefits for Fiscal Year 2021.

Attachments:

[20200728_Resolution_14-2020 Transfer of Ownership of Funds from City to Kerrville Employee Benefit Trust FY2021.pdf](#)

- 2.B. Minutes for the City Council workshop held July 14, 2020.

Attachments:

[20200728_Minutes_Council workshop 7-14-20 4pm.pdf](#)

- 2.C. Minutes for the City Council meeting held July 14, 2020.

Attachments:

[20200728_Minutes_Regular meeting 7-14-20 6pm.pdf](#)

- 2.D. Minutes for the City Council workshop held July 21, 2020.

Attachments:

[20200728_Minutes_Workshop 7-21-20 10am.pdf](#)

END OF CONSENT AGENDA

3 ORDINANCES, SECOND READING:

- 3.A. Ordinance No. 2020-14. Second reading. An Ordinance rezoning the property located at 333 Guadalupe Street from a Medium Density Residential Zoning District (R-2) to a Multifamily Residential Zoning District (R-3) and amending the Comprehensive Plan (Kerrville 2050) in accordance with such change.

Attachments:

[20200728_Ordinance_2020-14 Zone change 333 Guadalupe Street second reading.pdf](#)

[20200714_Map_333 Guadalupe Street.pdf](#)

4 CONSIDERATION AND POSSIBLE ACTION:

- 4.A. Joint Airport Board Approved Budget for FY 2020-2021, requested and presented by Airport Manager Mary Rohrer.

Attachments:

[20200728_Presentation_Airport Budget FY2021.pdf](#)

[20200728_Proposed Budget_FY2021 Airport.pdf](#)

- 4.B. Resolution No. 15-2020. A Resolution providing for the City's approval or disapproval of the Kerr Central Appraisal District's Fiscal Year 2021 Budget, presented by Chief Appraiser Sharon Constantinides.

Attachments:

[20200728_Resolution_15-2020 KCAD FY2021 budget.pdf](#)

[2021 Kerr CAD Preliminary Budget.pdf](#)

- 4.C. Bond refunding opportunity, presented by Colby Eckols, Hilltop Securities.

Attachments:

[20200728_Presentation_Refunding Opportunity.pdf](#)

- 4.D. Construction Agreement with Allen Keller Company, LLC for the 2019 Bond Street Reconstruction Package A project in an amount of \$2,862,618.20.

Attachments:

[20200728_Recommendation Letter_2020 Reconstruction Streets Allen Keller Co.pdf](#)

[20200728_Bids_2020 Reconstruction Streets_Received Bids.pdf](#)

- 4.E. Purchase of a 2020 Ford F-550 4X4 with off-road kit and remount wildland/brush skid and components not to exceed \$78,863.00

Attachments:

[20200728_Quote_Ken Stoepel.pdf](#)

[20200728_Quote_Goodbuy.pdf](#)

[20200728_Quote_Mac Haik.pdf](#)

- 4.F. Briefing and possible action as to the City's ongoing preparedness and response to COVID-19 (Coronavirus).

- 4.G. Declaration of local state of disaster due to a public health emergency, March 20, 2020.

Attachments:

[20200728_Disaster Declaration_REVISED #2_031920 EXECUTED RESO 06-2020.pdf](#)

5 INFORMATION & DISCUSSION:

- 5.A. Financial update for the month ended June 30, 2020.

Attachments:

[20200728_Presentation_June Financial Presentation.pdf](#)

6 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.

7 ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF ANY:

ADJOURN.



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

SUBJECT: Kerrville Kindness award.

AGENDA DATE OF: July 28, 2020

DATE SUBMITTED: Jul 20, 2020

SUBMITTED BY: Shelley McElhannon

EXHIBITS: [20200728_Recognition_Kerrville Kindness Award Palmer.pdf](#)

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

PAYMENT TO BE MADE TO: N/A

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

SUMMARY STATEMENT:

Recipient Beth Palmer.

Kerrville Kindness was initiated by the City Council as a way to recognize "acts of kindness" by local citizens.

RECOMMENDED ACTION:

Announce recipient.



CITY OF KERRVILLE

recognizes

BETH PALMER

with the July 2020

KERRVILLE KINDNESS AWARD

For her leadership, dedication and hard work in setting up food pantries for area citizens during the COVID-19 pandemic, the City of Kerrville offers its most sincere thanks to Beth Palmer for embodying and exemplifying the very best of Kerrville Kindness. Through Beth's efforts, more than 8,000 people have been fed in recent months through organizations like Light on the Hill and Mustard Seed Ministries.

Mayor Bill Blackburn

Councilmember Gary Cochrane

Councilmember Kim Clarkson

Councilmember Judy Eychner

Councilmember Delayne Sigerman



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

SUBJECT: Laura Bechtel, Library Director, recognition.

AGENDA DATE OF: July 28, 2020

DATE SUBMITTED: Jul 23, 2020

SUBMITTED BY: Kim Meisner

EXHIBITS: [20200728_Recognition_Laura Bechtel.pdf](#)

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

PAYMENT TO BE MADE TO: N/A

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

SUMMARY STATEMENT:

Laura Bechtel has been employed at the City of Kerrville's Butt-Holdsworth Memorial Library since December 28, 2010. Immediately after she was hired, the library underwent a major renovation. Just one short month after the grand re-opening of the BHML, Laura was named Interim Library Director. Four months later, she was promoted to be the full time Library Director.

Laura has a Bachelor of Arts in Anthropology from the University of Cincinnati and a Master of Science in Information Studies from the University of Texas at Austin.

Laura has been instrumental in creating an environment of learning and innovation at the Library. She is to be credited for a very successful Summer Reading Program with an average of over 5,000 participants each year for the past six years. In addition, under her leadership the library set records in Fiscal Year 2019 with over 127,000 items circulated and in patron count of over 108,000 visits to the library.

Laura has significantly increased programming at the library as well. These include Blind Date with a Book, the Stuffed Animal Sleepover, Lapsit Storytime, the monthly Lego Club, the Brown Bag Book Club, and the Adult Craft Group, just to name a few.

Laura leaves a tremendous legacy to Kerrville with her talented staff, and we wish her much success for a very bright future.

RECOMMENDED ACTION:

Present recognition.



CITY OF KERRVILLE CERTIFICATE OF RECOGNITION

is hereby presented to

LAURA BECHTEL LIBRARY DIRECTOR

For her dedicated service to the citizens of the City of Kerrville

Laura Bechtel has been employed at the City of Kerrville's Butt-Holdsworth Memorial Library since December 28, 2010. Immediately, after she was hired, the Library underwent a major renovation. Just one short month after the grand re-opening of the Library, Laura was named Interim Library Director. Four months later, she was promoted to be the full time Library Director.

Laura earned a Bachelor of Arts in Anthropology from the University of Cincinnati and a Master of Science in Information Studies from the University of Texas at Austin.

Laura has been instrumental in creating an environment of learning and innovation at the Library. She is to be credited for a very successful Summer Reading Program with an average of over 5,000 participants each year for the past six years. In addition, under her leadership, the Library set records in Fiscal Year 2019 with over 127,000 items circulated and in patron count of over 108,000 visits to the Library.

Laura has significantly increased programming at the library as well. These include Blind Date with a Book, the Stuffed Animal Sleepover, Lapsit Storytime, the monthly Lego Club, the Brown Bag Book Club, and the Adult Craft Group, just to name a few.

Laura leaves a tremendous legacy to Kerrville with her talented staff, and we wish her much success for a very bright future.



IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Kerrville to be affixed this 28 day of July 2020.


Mark McDaniel, City Manager



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

SUBJECT: Resolution No. 14-2020. A Resolution authorizing the transfer of the ownership of funds from the City of Kerrville to the City of Kerrville Employee Benefit Trust to pay for employee related group benefits for Fiscal Year 2021.

AGENDA DATE OF: July 28, 2020

DATE SUBMITTED: Jul 16, 2020

SUBMITTED BY: Kim Meisner

EXHIBITS: [20200728_Resolution_14-2020 Transfer of Ownership of Funds from City to Kerrville Employee Benefit Trust FY2021.pdf](#)

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

PAYMENT TO BE MADE TO: N/A

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

SUMMARY STATEMENT:

Due to the action taken by the Trustees of the Employee Benefit Trust to approve the Fiscal Year 2021 employee benefit plans, Council will now need to consider approval of Resolution No. 14-2020 authorizing the transfer of funds from the City of Kerrville to the City of Kerrville Employee Benefit Trust to pay for the employee benefits for Fiscal Year 2021.

RECOMMENDED ACTION:

Adopt Resolution No. 14-2020, approving the transfer of funds in an amount not to exceed \$8,642 per employee.

**CITY OF KERRVILLE, TEXAS
RESOLUTION NO. 14-2020**

**A RESOLUTION AUTHORIZING THE TRANSFER OF THE
OWNERSHIP OF FUNDS FROM THE CITY OF KERRVILLE TO THE
CITY OF KERRVILLE EMPLOYEE BENEFIT TRUST TO PAY FOR
EMPLOYEE RELATED GROUP BENEFITS FOR FISCAL YEAR 2021**

WHEREAS, in 2008, pursuant to Resolution 61-2008, City Council created an Employee Benefit Trust (the "Trust") for the administration of employee benefits pursuant to Chapter 222, Texas Insurance Code ("Chapter 222"); and

WHEREAS, Chapter 222, as amended, provides for the creation of single purpose, nonprofit trust established for the payment of premiums or revenues on group health, accident, injury, or life insurance benefits of employees of a municipality; and

WHEREAS, the creation of the Trust allows the City to provide the best possible insurance benefits to its employees at the most reasonable prices; and

WHEREAS, City Council finds it in the public interest to transfer the ownership of the City's fund where gross premiums and revenue are maintained for the various City-offered employee group benefits, including health and dental insurance, life insurance, and disability benefits, to the Trust;

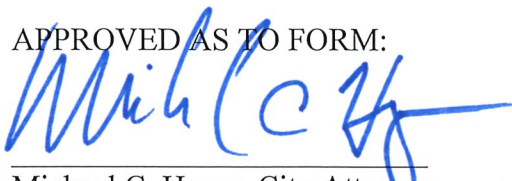
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KERRVILLE, KERR COUNTY, TEXAS:

City Council authorizes the transfer of the ownership of the City of Kerrville Internal Service Fund to the City of Kerrville Employee Benefits Trust for fiscal year 2021.

PASSED AND APPROVED ON this the ____ day of _____, A.D., 2020.

Bill Blackburn, Mayor

APPROVED AS TO FORM:



Michael C. Hayes, City Attorney

ATTEST:

Shelley McElhannon, City Secretary



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

SUBJECT: Minutes for the City Council workshop held July 14, 2020.

AGENDA DATE OF: July 28, 2020

DATE SUBMITTED: May 13, 2020

SUBMITTED BY: Shelley McElhannon

EXHIBITS: [20200728_Minutes_Council workshop 7-14-20 4pm.pdf](#)

Expenditure Required:	Remaining Budget Balance in Account:	Amount Budgeted:	Account Number:
0	0	0	N/A

PAYMENT TO BE MADE TO: N/A

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

SUMMARY STATEMENT:

Minutes for the City Council workshop held July 14, 2020 at 4:00 p.m.

RECOMMENDED ACTION:

Approve minutes as presented.

**CITY COUNCIL MINUTES
WORKSHOP, COUNCIL CHAMBERS**

**KERRVILLE, TEXAS
JULY 14, 2020 4:00 PM**

CALL TO ORDER: On July 14, 2020, at 4:00 p.m., the Kerrville City Council Workshop was called to order by Mayor Bill Blackburn in City Hall Council Chambers, 701 Main Street.

COUNCILMEMBERS PRESENT:

Bill Blackburn	Mayor
Judy Eychner	Mayor Pro Tem, Councilmember Place 3
Gary Cochran	Councilmember Place 1
Kim Clarkson	Councilmember Place 2
Delayne Sigerman	Councilmember Place 4

COUNCILMEMBER ABSENT: None

CITY STAFF PRESENT:

Mark McDaniel	City Manager
E.A. Hoppe	Deputy City Manager
Mike Hayes	City Attorney
Shelley McElhannon	City Secretary
Kesha Franchina	Deputy City Secretary
Guillermo Garcia	Executive Director Innovation
Steve Melander	Planner/Inspector
Drew Paxton	Chief Planner
Charvy Tork	Director of Information Technology

VISITORS PRESENT: No citizens were present at the City Council workshop due to the COVID-19 pandemic restrictions and the Governor's Disaster Declaration on March 16, 2020; public participation and engagement was offered through Zoom by telephone, written comments, and by email.

1. PUBLIC COMMENT:

The following citizen spoke over Zoom:

- George Barody regarding item 2A.

2. INFORMATION AND DISCUSSION:

2.A. Zoning Code (Chapter 60, Code of Ordinances) review and update – 6 month consideration of proposed changes.

Mark McDaniel introduced the item. Drew Paxton introduced newly hired Planner Steve Melander, presented information, and responded to questions.

2.B. Sign Code (Chapter 92, Code of Ordinances) review and update – 6 month consideration of proposed changes.

Drew Paxton presented information and responded to questions.

2.C. Thoroughfare Plan (Chapter 8, Comprehensive Plan/Kerrville 2050) review and update – 6 month consideration of proposed changes.

Drew Paxton presented information and responded to questions.

RECESS: Mayor Blackburn recessed workshop at 4:56 p.m.

RECONVENE: The workshop was reconvened by Mayor Blackburn in the upstairs large conference room at 5:10 p.m.

Councilmember Delayne Sigerman made a motion the City Council adjourn into closed executive session under 551.072 (deliberation regarding real property) and 551.087 (business prospect/economic development). Councilmember July Eychner seconded, and the motion passed 5-0.

At 5:10 p.m., City Council convened into closed executive session.

3. EXECUTIVE SESSION:

City Council may adjourn into executive (closed) 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 (deliberations regarding gifts), 551.074 (personnel/officers), 551.076 (deliberation regarding security devices), and 551.087 (business prospect/economic development) of Chapter 551 of the Texas Government Code. Council will discuss the following matters in executive session:

3.A. Sky Master business development project (551.072, 551.087)

3.B. 300 Peterson Farm Road (551.087)

The closed executive session recessed, Council returned to open session at 5:55 p.m.

4. ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION IF ANY

No action was taken in executive session.

ADJOURN

The meeting was adjourned at 6:00 p.m.

APPROVED BY COUNCIL: _____

APPROVED:

ATTEST:

Bill Blackburn, Mayor

Shelley McElhannon, City Secretary



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

SUBJECT: Minutes for the City Council meeting held July 14, 2020.

AGENDA DATE OF: July 28, 2020

DATE SUBMITTED: May 12, 2020

SUBMITTED BY: Shelley McElhannon

EXHIBITS: [20200728_Minutes_Regular meeting 7-14-20 6pm.pdf](#)

Expenditure Required:	Remaining Budget Balance in Account:	Amount Budgeted:	Account Number:
0	0	0	N/A

PAYMENT TO BE MADE TO: N/A

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

SUMMARY STATEMENT:

Minutes for the City Council meeting held July 14, 2020 at 6:00 p.m.

RECOMMENDED ACTION:

Approve minutes as presented.

**CITY COUNCIL MINUTES
REGULAR MEETING**

**KERRVILLE, TEXAS
JULY 14, 2020**

On July 14, 2020, at 6:00 p.m. the meeting was called to order by Mayor Bill Blackburn in the City Hall Council Chambers at 701 Main Street. The invocation was offered by Councilmember Delayne Sigerman, followed by the Pledge of Allegiance led by Councilmember Sigerman.

COUNCILMEMBERS PRESENT:

Bill Blackburn	Mayor
Judy Eychner	Councilmember, Mayor Pro Tem
Kim Clarkson	Councilmember
Gary Cochrane	Councilmember
Delayne Sigerman	Councilmember

COUNCILMEMBER ABSENT: None

CITY EXECUTIVE STAFF PRESENT:

Mark McDaniel	City Manager	Drew Paxton	Planning and Zoning
E.A. Hoppe	Deputy City Manager	Dannie Smith	Fire Chief
Mike Hayes	City Attorney		
Shelley McElhannon	City Secretary		

VISITORS PRESENT: No citizens were present physically at the City Council meeting due to the COVID-19 pandemic restrictions and the Governor's Disaster Declaration on March 16, 2020; public participation and engagement was offered through telephone, written comments, and by email.

1. CONSENT AGENDA:

Councilmember Gary Cochrane made a motion to approve the consent agenda, and Councilmember Kim Clarkson seconded. The motion passed 5-0.

1A. Texas Department of Transportation C.A.R.E.S. Act Grant Agreement for Kerrville/Kerr County Airport.

1B. Minutes for the City Council meeting held June 23, 2020.

END OF CONSENT AGENDA

2. PUBLIC HEARING AND RESOLUTIONS:

2A. Resolution No. 12-2020. A Resolution granting a Conditional Use Permit to authorize a short-term rental unit on the property located at 300 Guadalupe.

Shelley McElhannon read the Resolution caption into record.

Mayor Blackburn opened the public hearing at 6:03 p.m.

Drew Paxton presented information and responded to questions.

No citizens spoke.

Mayor Blackburn closed the public hearing at 6:07 p.m.

Councilmember Judy Eychner made a motion to approve Resolution No. 12-2020, and Councilmember Clarkson seconded. The motion passed 5-0.

2B. Resolution No. 13-2020. A Resolution granting a Conditional Use Permit to authorize a stand-alone parking lot and an automobile dealership, used auto sales on the property located at 401 Sidney Baker S. (State Highway 16 S.)

Mayor Blackburn shifted item 5A forward to be presented along with item 2B.

5A. Sidewalk waiver request for 401 Sidney Baker South.

Shelley McElhannon read the Resolution caption item 2B, and the sidewalk waiver caption item 5A into record.

Drew Paxton presented information and responded to questions by City Council.

Mayor Blackburn opened the public hearing at 6:19 p.m.

- Peggy McKay provided a written comment which was read into record.

The following persons spoke by Zoom:

- Mike Wellborn/Terry Massey
- George Baroody
- Terry Massey
- Barbara Duell
- Terry Massey

Mayor Blackburn closed the public hearing at 6:49 p.m.

Councilmember Clarkson made a motion to table the item, and Councilmember Eychner seconded. Councilmember Eychner withdrew her second, and the motion died for lack of a second.

Mayor Blackburn made a motion to table the item, seconded by Councilmember Clarkson. The motion failed 2-3 with Mayor Blackburn and Councilmember Clarkson voting to table the item, and Councilmember Cochrane, Councilmember Eychner, and Councilmember Sigerman voting against tabling the item.

Councilmember Cochrane made a motion to approve Resolution No. 13-2020 and Councilmember Sigerman seconded. The motion passed 3-2 with Councilmember Cochrane, Councilmember Eychner, and Councilmember Sigerman voting in favor of the Resolution, and Mayor Blackburn and Councilmember Clarkson voting against.

3. PUBLIC HEARING AND ORDINANCE(S), FIRST READING:

3A. Ordinance No. 2020-14. An Ordinance rezoning the property located at 333 Guadalupe Street from a Medium Density Residential Zoning District (R-2) to a Multifamily Residential Zoning District (R-3) and amending the Comprehensive Plan (Kerrville 2050) in accordance with such change.

Shelley McElhannon read the Ordinance caption into record.

Drew Paxton presented information and responded to questions by City Council.

Mayor Blackburn opened the public hearing at 7:12 p.m.

The following persons spoke by Zoom:

- Chase Gray
- Marion Gray

Mayor Blackburn closed the public hearing at 7:16 p.m.

Councilmember Clarkson made a motion to approve Ordinance No. 2020-14 first reading, seconded by Councilmember Cochrane. The motion passed 4-1 with Councilmember Clarkson, Councilmember Cochrane, Councilmember Eychner, and Councilmember Sigerman voting to approve, and Mayor Blackburn voting in opposition.

4. ORDINANCE(S), SECOND READING:

4A. Ordinance No. 2020-13. Second reading. An Ordinance amending Ordinance No. 2018-19 which created Tax Increment Reinvestment Zone Number One, City of Kerrville, Texas, by increasing the number of Board of Directors for the Zone; containing a cumulative clause; containing a savings and severability clause; and providing other matters relating to this subject.

Shelley McElhannon read the Ordinance caption into record.

Councilmember Cochrane made a motion to approve Ordinance No. 2020-13 second reading, and Councilmember Eychner seconded. The motion passed 5-0.

5. CONSIDERATION AND POSSIBLE ACTION:

5A. Sidewalk waiver request for 401 Sidney Baker South.

This item was shifted forward and presented with item 2B. Drew Paxton presented information and responded to questions.

The following persons spoke:

- Terry Massey
- Mike Wellborn

Councilmember Sigerman made a motion to approve the sidewalk waiver for 401 Sidney Baker South, seconded by Councilmember Eychner. The motion passed 3-2 with Councilmember Clarkson, Councilmember Eychner, and Councilmember Sigerman voting to approve the waiver, and Mayor Blackburn, and Councilmember Cochrane voting to deny.

5B. Sidewalk waiver request for 400 block of Leslie Drive.

Shelley McElhannon read item 5B caption into record.

Drew Paxton presented information and responded to questions.

- Lee Voelkel provided a written comment which was read into record.

The following person spoke by Zoom:

- George Barody

Councilmember Cochrane made a motion to deny the sidewalk waiver request for the 400 block of Leslie Drive, seconded by Councilmember Eychner. The motion passed 5-0 to deny the sidewalk waiver request.

5C. Sidewalk waiver request for 433 Vicksburg Avenue.

Shelley McElhannon read item 5C caption into record.
Drew Paxton presented information and responded to questions.

Councilmember Cochrane made a motion to approve the sidewalk waiver request for 433 Vicksburg Avenue, and seconded by Councilmember Eychner. The motion passed 5-0.

5D. Briefing and possible action as to the City's ongoing preparedness and response to COVID-19 (Coronavirus).

Shelley McElhannon read item 5D caption into record.
Chief Dannie Smith and Mark McDaniel presented information and responded to questions.
Councilmember Cochrane requested to review the *Emergency Declaration* document at next Council meeting, and possibly review monthly.

- Peggy McKay provided a written comment which was read into record.
The following person spoke by Zoom:
- Roman Garcia (Roman Garcia's telephone call dropped)

6. BOARD APPOINTMENTS:

6A. Appoint members to the Tax Increment Reinvestment Zone (TIRZ) Board of Directors. (This item is eligible for Executive Session per Section 551.074 of Chapter 551 of the Texas Government Code).

Shelley McElhannon read item 6A caption into record.

Councilmember Eychner made a motion to appoint the following individuals to the TIRZ Board of Directors:

- Kenneth Early – Chair
- Fred Gamble
- John Harrison
- Katherine Howard
- Pat Murray
- Bruce Stracke
- Mindy Wendele

Councilmember Sigerman seconded, and the motion passed 5-0.

7. EXECUTIVE SESSION:

Council did not convene Executive Session.

8. ACTIONS ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF ANY:

No action.

ADJOURN. The meeting adjourned at 8:00 p.m.

APPROVED BY COUNCIL: _____

APPROVED:

ATTEST:

Bill Blackburn, Mayor

Shelley McElhannon, City Secretary



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

SUBJECT: Minutes for the City Council workshop held July 21, 2020.

AGENDA DATE OF: July 28, 2020

DATE SUBMITTED: May 20, 2020

SUBMITTED BY: Shelley McElhannon

EXHIBITS: [20200728_Minutes_Workshop 7-21-20 10am.pdf](#)

Expenditure Required:	Remaining Budget Balance in Account:	Amount Budgeted:	Account Number:
0	0	0	N/A

PAYMENT TO BE MADE TO: N/A

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

SUMMARY STATEMENT:

Minutes for the City Council workshop held July 21, 2020 at 10:00 a.m.

RECOMMENDED ACTION:

Approve minutes as presented.

**CITY COUNCIL MINUTES
WORKSHOP, COUNCIL CHAMBERS**

**KERRVILLE, TEXAS
JULY 21, 2020 10:00 AM**

CALL TO ORDER:

On July 21, 2020, at 10:00 a.m., the Kerrville City Council workshop was called to order by Mayor Bill Blackburn in the City Hall Council Chambers, 701 Main Street.

COUNCILMEMBERS PRESENT:

Bill Blackburn	Mayor
Gary Cochran	Councilmember Place 1
Kim Clarkson	Councilmember Place 2
Judy Eychner	Councilmember Place 3, Mayor Pro Tem
Delayne Sigerman	Councilmember Place 4

COUNCILMEMBER ABSENT: None

CITY STAFF PRESENT:

Mark McDaniel	City Manager
E.A. Hoppe	Deputy City Manager
Mike Hayes	City Attorney
Shelley McElhannon	City Secretary
Amy Dozier	Chief Financial Officer
Julie Behrens	Assistant Finance Director
Stuart Barron	Director of Public Works

VISITORS PRESENT:

No citizens were present at the City Council workshop due to the COVID-19 pandemic restrictions and the Governor's Disaster Declaration on March 16, 2020; public participation and engagement was offered through Zoom by telephone, written comments, and by email.

1. PUBLIC COMMENTS:

No citizens provided public comments.

2. INFORMATION AND DISCUSSION:

1.A. Fiscal Year 2021 Major Budget Items (Other Funds).

Mark McDaniel introduced item, and Amy Dozier presented information. Mark McDaniel, Amy Dozier, E.A. Hoppe, Stuart Barron, and Julie Behrens responded to questions by City Council.

- Fiscal Year 2021 proposed budget book will be filed in City Secretary Office and Library July 31, 2020
- Water Fund
- Hotel Occupancy Fund
- Golf Fund
- General Fund Debt Service
- Water Fund Debt Service

- General Asset Replacement
- Water Asset Replacement
- General Capital Projects
- Water Capital Projects
- Other Funds

ADJOURN:

The meeting was adjourned at 11:14 a.m.

APPROVED BY COUNCIL: _____

APPROVED:

ATTEST:

Bill Blackburn, Mayor

Shelley McElhannon, City Secretary



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

SUBJECT: Ordinance No. 2020-14. Second reading. An Ordinance rezoning the property located at 333 Guadalupe Street from a Medium Density Residential Zoning District (R-2) to a Multifamily Residential Zoning District (R-3) and amending the Comprehensive Plan (Kerrville 2050) in accordance with such change.

AGENDA DATE OF: July 28, 2020

DATE SUBMITTED: Jun 11, 2020

SUBMITTED BY: Shelley McElhannon

EXHIBITS: [20200728_Ordinance_2020-14 Zone change 333 Guadalupe Street second reading.pdf](#)
[20200714_Map_333 Guadalupe Street.pdf](#)

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

PAYMENT TO BE MADE TO: N/A

Kerrville 2050 Item? Yes

Key Priority Area H - Housing

Guiding Principle H1. Provide a diverse range of housing options to meet the needs and desires of all age groups, income levels, and lifestyles

Action Item

SUMMARY STATEMENT:

Proposal

Request to change the zoning from R-2 Medium Density Residential to R-3 Multifamily Residential on Lot 2 and part of lots 3, 4, and 5, Block 1 Riverside Additions; and more commonly known as 333 Guadalupe Street.

Procedural Requirements

17 letters were mailed Tuesday, May 19, 2020, to adjacent property owners. The public notice was published in the Kerrville Daily Times on Saturday, May 16, 2020. Two letters were received regarding this case from adjacent property owners, both in opposition.

Staff Analysis and Recommendation

Consistency with the Kerrville 2050 Comprehensive Plan: The property and surrounding area are designated Transitional Residential (TR). Transitional Residential areas support a variety of housing types in a compact network of complete, walkable streets that are easy to navigate by car, bike, or on foot. Housing types can include small-lot, single-family detached homes, patio homes, townhomes, duplexes, condominiums, or apartments. Limited amounts of local retail and services may be appropriate in certain locations as needed to support the primary land uses.

Primary Land Use: Small lot, single-family detached homes, patio homes, townhomes, duplexes, condominiums, apartments.

Secondary Land Use: Civic and institutional uses, parks and open space, small amounts of neighborhood-serving retail and office in carefully chosen locations.

Indicators & Assumptions: Densities are typically six to 40 units per acre.

A small portion of this neighborhood was zoned R-3 under the previous zoning, including this lot. The applicant started their due diligence under the previous zoning, however, the project had not moved forward with any applications prior to the zoning change. As indicated by the Transitional Residential designation on the Future Land Use Plan, a variety of housing types is recommended for this area, including multifamily.

Based on the Transitional Residential place type in the Future Land Use Plan, the request for R-3 zoning is consistent with the Kerrville 2050 Comprehensive Plan.

Additionally, this project will provide for new housing units that helps fill some of the housing needs in Kerrville. The proposed site plan includes a private River Trail Connection and has oriented the site to no back the buildings up to the river.

Adjacent Zoning and Land Uses:

Subject Property

Current Zoning: R-2

Existing Land Uses: Single family home

Direction: North

Current Zoning: R-1A

Existing Land Uses: single family residential

Direction: South

Current Zoning: R-2

Existing Land Uses: Guadalupe River

Direction: East

Current Zoning: R-2

Existing Land Uses: single family homes

Direction: West

Current Zoning: R-2

Existing Land Uses: single family homes

Further down Guadalupe Street is the Dietert Center, Palacios del Guadalupe condominiums, Take it East RV Park, Brookdale Guadalupe River Plaza condominiums, Cailloux Foundation, Guadalupe River condominiums and the 1011 Bistro restaurant. This neighborhood, truly matching the Transitional Residential Place Type of the Future Land Use Plan, includes a variety of residential housing types, from single family to multifamily.

The R-3 zoning district does include several development regulations to help protect adjacent R-2 property. Although multistory is not part of the proposed project, the R-3 Zoning District requires additional setback for multistory buildings. Single story also has an increased side setback, compared to the R-2 setback requirements, for a minimum of 10 foot side setback.

Thoroughfare Plan: The property fronts a collector and should not have any significant impact on the thoroughfare system.

Traffic Impact: To be determined

Parking: To be determined based on final plans, subject to all parking regulations in the Zoning Code.

Recommendation:

Based on the policies within the Kerrville 2050 Plan, staff recommends approval.

The Planning and Zoning Commission recommended the case for approval on June 6, 2020 with a unanimous vote.

City Council approved Ordinance No. 2020-14 on first reading, July 14, 2020.

RECOMMENDED ACTION:

Approve Ordinance No. 2020-14, second reading.

**CITY OF KERRVILLE, TEXAS
ORDINANCE NO. 2020-14**

AN ORDINANCE AMENDING CHAPTER 60 OF THE CODE OF ORDINANCES, CITY OF KERRVILLE, TEXAS, WHICH ADOPTED ZONING REGULATIONS, USE DISTRICTS, AND A ZONING MAP IN ACCORDANCE WITH THE CITY'S COMPREHENSIVE PLAN, SUCH CHAPTER MORE COMMONLY KNOWN AS THE CITY'S ZONING CODE; BY CHANGING THE ZONING AND CLASSIFICATION OF AN APPROXIMATE 1.27 ACRE TRACT, CONSISTING OF LOT 2 AND PART OF LOTS 3-5, BLOCK 1, RIVERSIDE ADDITION; AND MORE COMMONLY KNOWN AS 333 GUADALUPE STREET; FROM A MEDIUM DENSITY RESIDENTIAL ZONING DISTRICT (R-2) TO A MULTIFAMILY RESIDENTIAL ZONING DISTRICT (R-3); AMENDING THE COMPREHENSIVE PLAN (KERRVILLE 2050) TO MAKE IT CONSISTENT WITH SUCH AMENDMENT; PROVIDING A CUMULATIVE CLAUSE; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE; ORDERING PUBLICATION; AND PROVIDING OTHER MATTERS RELATING TO THE SUBJECT

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 for the City of Kerrville, Texas ("City"), and otherwise, of a hearing held before the City Council on July 14, 2020, which considered a report of the City's Planning and Zoning Commission regarding its recommendations on an ordinance, the adoption of which will result in the change of a zoning district for a property located at 333 Guadalupe Street (Lot 1 and Part of Lots 3-5, all of Block 1, Riverside Addition); such change to result in the removal of the property from a Medium Density Residential Zoning District (R-2) to placement within a Multifamily Residential Zoning District (R-3); and

WHEREAS, on July 14, 2020, City Council held a public hearing on the zoning change referenced above pursuant to the published notice and has considered the application, comments, reports, and recommendations of the Planning and Zoning Commission and staff, public testimony, and other relevant support materials;

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

SECTION ONE. The Zoning Code for the City of Kerrville, Texas, as enacted by City Council and effective October 1, 2019 and included within Chapter 60 of the Code of Ordinances of the City of Kerrville, Texas, and the *Official Zoning Map* be

and the same are hereby amended to designate the following described property zoned as a Multifamily Residential Zoning District (R-3):

Legal Description: Being all of a certain tract or parcel of land comprising approximately 1.27 acres, and consisting of Lot 1 and Part of Lots 3-5, all of Block 1, Riverside Addition, within the City of Kerrville, Kerr County, Texas; said property being more particularly described and depicted at Exhibit A, attached hereto and made a part hereof for all purposes, and hereafter referred to as the "Property."

SECTION TWO. The City Manager or designee is authorized and directed to amend the City's *Official Zoning Map* to reflect the change in districts adopted herein and to take other actions contemplated by and in accordance with the City's Zoning Code.

SECTION THREE. The City Manager or designee is authorized and directed to amend the City's Comprehensive Plan (*Kerrville 2050*), together with its *Future Land Use Map*, as necessary to make it consistent with the amendment(s) to the Zoning Code authorized by this Ordinance, to include changing the designation of the Property on said map to "Transitional Residential."

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

SECTION FIVE. The terms and provisions of this Ordinance shall be deemed to be severable in that if any portion of this Ordinance is declared to be invalid, the same shall not affect the validity of the other provisions of this Ordinance.

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 3.07 of the City Charter.

PASSED AND APPROVED ON FIRST READING, this the 14 day of July, A.D., 2020.

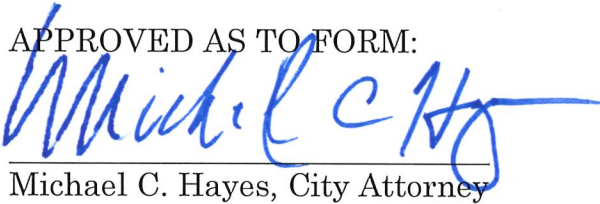
PASSED AND APPROVED ON SECOND AND FINAL READING, this the ____ of _____, A.D., 2020.

Bill Blackburn, Mayor

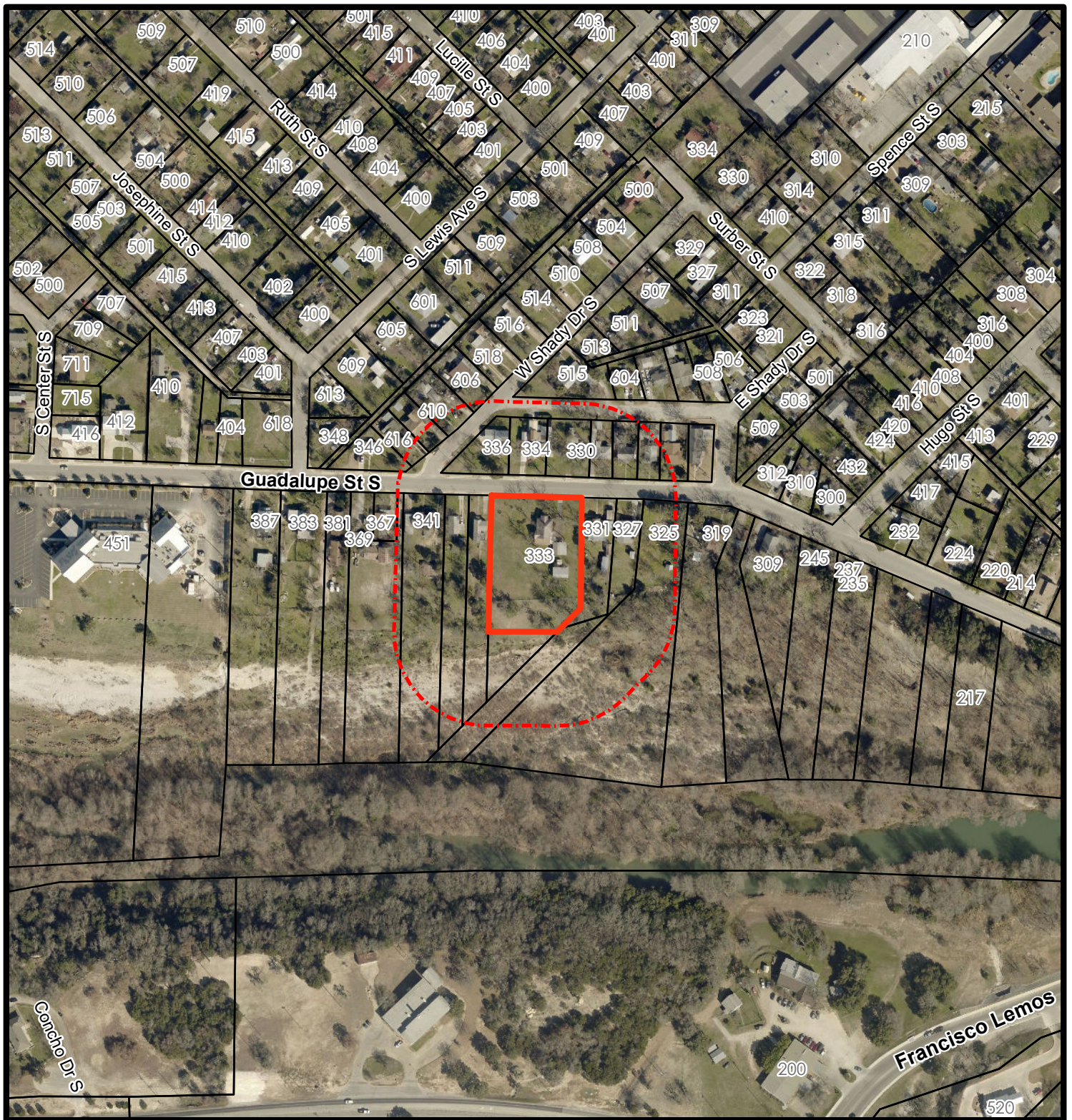
ATTEST:

Shelley McElhannon, City Secretary

APPROVED AS TO FORM:



Michael C. Hayes, City Attorney



Location Map

Case # 2020-017

Location:

333 Guadalupe St S

Legend

200' Notification Area



Subject Properties



0 100 200 400

Scale In Feet



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

SUBJECT: Joint Airport Board Approved Budget for FY 2020-2021, requested and presented by Airport Manager Mary Rohrer.

AGENDA DATE OF: July 28, 2020

DATE SUBMITTED: Jul 15, 2020

SUBMITTED BY: Shelley McElhannon

EXHIBITS: [20200728_Presentation_Airport Budget FY2021.pdf](#)
[20200728_Proposed Budget_FY2021 Airport.pdf](#)

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

PAYMENT TO BE MADE TO: N/A

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

SUMMARY STATEMENT:

In accordance with the Interlocal Agreement signed August 28, 2016 "the Board shall submit the Board Budget to both Parties for consideration no later than September 20 of each year". The President of the Joint Airport Board Mark Mosier and Airport Manager Mary Rohrer will present the Board Budget to the City Council for approval.

RECOMMENDED ACTION:

Approve budget.

KERRVILLE
CITY COUNCIL
July 28, 2020

FY 2021

AIRPORT BUDGET

- Dr. Mark Mosier
- Airport Board President
- Mary Rohrer
- Airport Manager



TXDOT ECONOMIC IMPACT

Economic Impact of KERRVILLE MUNICIPAL AIRPORT (ERV)

BASIC INFORMATION:

Kerrville Municipal Airport is a public-use, general aviation facility that serves the region's air transportation needs. Major facilities at the airport include a 6,004-foot primary runway (Runway 12/30) and an additional 3,597-foot runway (Runway 03/21), both equipped with medium intensity runway lighting and a full-length parallel taxiway. Operations at the airport are supported by VOR, LOC, and RNAV(GPS) approaches. Other services include avgas and jet fuel services, and tie-down parking. Kerrville Municipal is included in the National Plan of Integrated Airport Systems, making it eligible for federal airport improvement program grants.



QUALITATIVE BENEFITS:

Kerrville Municipal is home to eight on-airport businesses which offer services such as FBO amenities, flight instruction, and aircraft manufacturing. The most frequent general aviation operations at Kerrville Municipal include corporate flights, charter flights, recreational flying, real estate tours, emergency medical transport, flight instruction, and flights bringing tourists to the area.

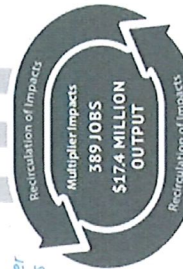
Kerrville Municipal is the home of Mooney International, a renowned aircraft manufacturer that generates frequent airport traffic. The Mooney Airplane Pilots Association gathers in Kerrville annually which brings numerous Mooney aircraft back to the location where they were manufactured.

The airport is especially popular during the summer months in which parents fly in and out to drop off their children at over 30 different summer camps in nearby Hunt. In addition to summer camps, ranches drawing weekend visitors and hunters lead to busy airport traffic. Kerr County and the City of Kerrville both have a stake in the airport and contribute to the success of the airport financially and through political support.

Direct Impacts



Multipier Impacts



Total Impacts



IMPACT MEASURES

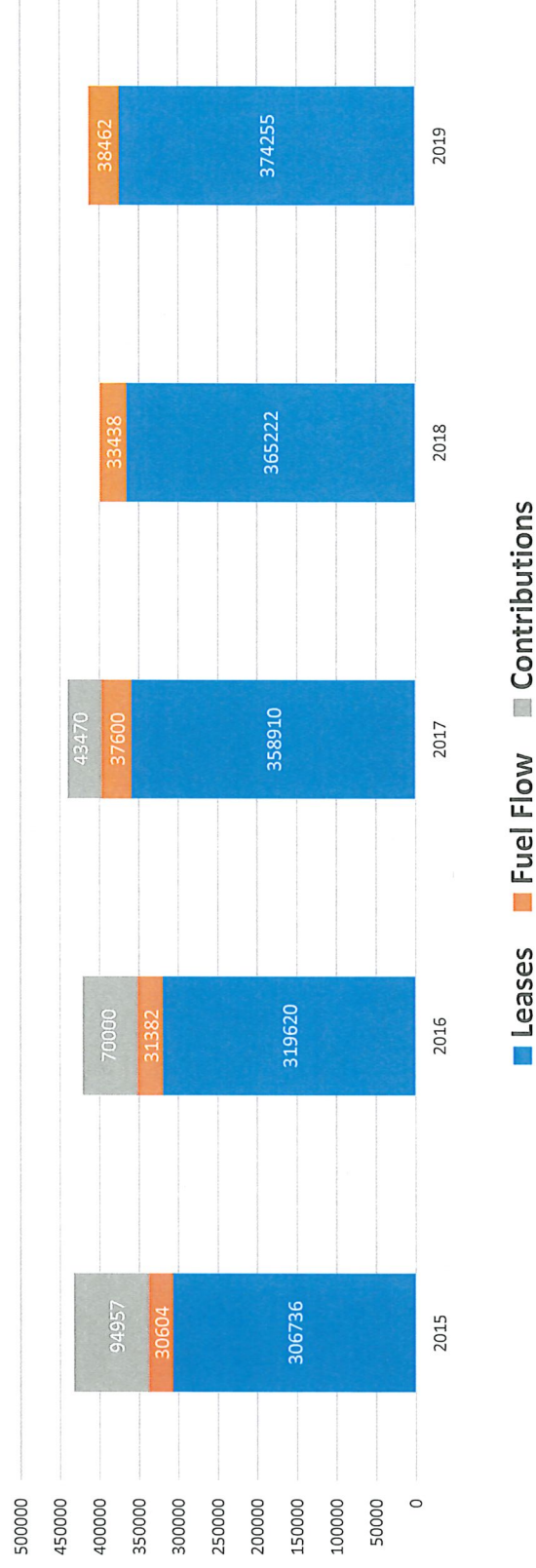
Employment measures the number of full-time equivalent (FTE) jobs related to airport activity including visitor-supported and on-airport construction jobs. A part-time employee counts as half of a full-time employee.

Payroll measures the total annual salary, wages, and benefits paid to all workers whose livelihoods are directly attributable to airport activity.

Output measures the value of goods and services related to airports in Texas. The output of on-airport businesses is typically assumed to be the sum of annual gross sales and average annual capital expenditures.

TOTAL OPERATING REVENUES

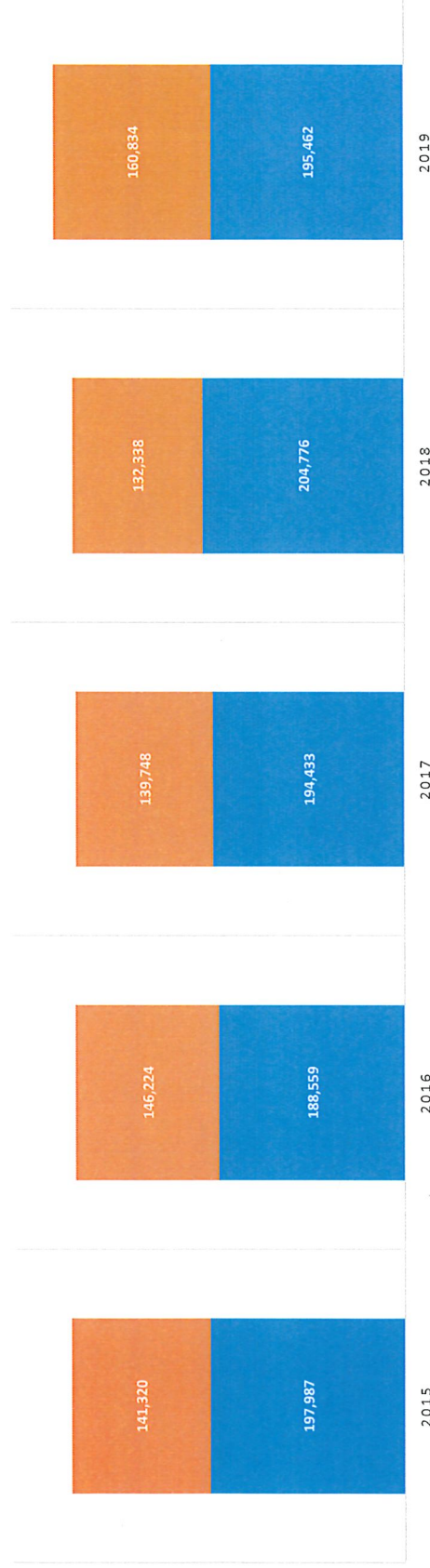
OPERATING REVENUES



AIRPORT EXPENSES

OPERATING EXPENSES

■ Salaries & Wages ■ Expenses



QUESTIONS?



Joint Airport Board Approved 5/27/2020
KERRVILLE-KERR COUNTY JOINT AIRPORT BOARD
BUDGET FOR FY 2020-2021

Version L	2015	2016	2017	2018	2019	2020	May Mtg
5/22/2020							
Revenues	Actual	Actual	Actual	Actual	Actual	Budget	2021 Budget
Version L							
47-AIRPORT							
<u>INTERGOVERNMENTAL REVENUE</u>							
47-300-602 KERR COUNTY	47,478	35000	21735	0	0	0	0
47-300-603 KERRVILLE	47,479	35000	21735	0	0	0	0
47-300-604 GRANTS	0						
TOTAL INTERGOVERNMENTAL REVENUE	94,957	70,000	43,470	0	0	0	0
<u>LEASE/RENTAL INCOME</u>							
47-325-301 AIRPORT LAND LEASES	122,204	129,139	154,842	154,473	157,893	161,301	40,200
47-325-401 AIRPORT LAND AND STRUCTURES							142,000
47-325-601 BRINKMAN HANGAR LEASES	63,354	64,208	68,481	69,469	73,718	92,687	97,000
47-325-602 TERMINAL LEASES	15,316	14,865	15,883	12,787	12,500	12,833	13,000
47-325-603 T-HANGAR LEASES	98,926	98,697	109,470	117,851	118,293	118,200	126,000
47-325-604 VEHICLE RENTAL SURCHARGE	3,112	3,971	3,814	3,447	4,016	3,576	3,000
47-325-605 T-HANGAR STORAGE FACILITY LEASES	605	3,015	2,520	2,520	2,167	2,520	1,300
47-325-625 PARKING LOT LEASES	3,219	5,725	3,900	4,675	5,668	4500	5,000
TOTAL LEASE/RENTAL INCOME	306,736	319,619	358,910	365,222	374,255	395,617	427,500
<u>FUEL SALES - AVIATION</u>							
47-350-601 FUEL FLOW FEES	30,604	31,382	37,600	33,438	38,462	33,000	20,000
47-350-602 OTHER		0					
TOTAL REIMBURSEMENT	30,604	31,382	37,600	33,438	38,462	33,000	20,000
<u>PROCEEDS</u>							
47-370-260 SURPLUS PROPERTY SALE					2000		
47-370-975 INSURANCE PROCEEDS					165359		
47-370-980 APPROPRIATED FUND BALANCE							
<u>INTEREST INCOME</u>							
47-380-601 INTEREST INCOME	18	23	100	329	498	0	
TOTAL INTEREST INCOME	18	23	100	329	498	0	
47-390-610 TRANSFER IN	0	0	0	0			
TOTAL TRANSFER IN	0	0	0	0		0	
*** TOTAL REVENUES ***	432,313	421,025	440,080	398,989	413,215	428,617	447,500

KERRVILLE-KERR COUNTY JOINT AIRPORT BOARD

BUDGET FOR FY 2020-2021

Version L	2015	2016	2017	2018	2019	2020	May Mtg
Expenses	Actual	Actual	Actual	Actual	Actual	Budget	2021 Budget
5/22/2020						Budget	Version L
SALARIES & BENEFITS							
47-700-101 AIRPORT MANAGER	84,543	84,589	87,538	98546	82068	87550	88400
47-700-102 OFFICE PERSONNEL	26,478	25,683	25,269	26630	28857	31858	31162
47-700-104 AIRPORT MAINTENANCE STAFF	42,590	33,123	35,265	36000	37264	38007	38400
47-700-205 OVERTIME	0	0	0				0
47-700-201 FICA	11,668	10,930	11,230	12738	11301	12042	12113
47-700-202 GROUP INSURANCE	12,198	15,501	14,888	14348	16035	18468	24000
47-700-203 RETIREMENT	18,241	16,711	17,993	20982	18953	20181	21234
47-700-204 WORKMAN'S COMP	2,269	2,022	2,123	1497	856	1244	1300
47-700-206 BASIC INSURANCE	0	0	250	117.04	127	128	200
TOTAL SALARIES & BENEFITS	197,987	188,559	194,556	210,859	195,461	209,478	216,809
47-800-008 PROFESSIONAL DEVELOPMENT	3,499	3,113	4,343	6700	5334.54	6000	4000
47-800-101 OFFICE SUPPLIES and EQUIPMENT	1,406	1,145	1,396	1471	1381	2700	2700
47-800-102 SMALL TOOLS AND EQUIPMENT	3,000	2,881	2,996	2851	1604	2000	2000
47-800-104 FUEL	2,400	2,306	3,380	2141	3012	4000	3000
47-800-105 JANITORIAL SERVICES						6800	6000
47-800-110 LANDSCAPING	0	2,996	0	96	1576	3250	8000
47-800-112 WEARING APPAREL	1,780	1,325	848	1024	940	1000	1000
47-800-200 MOWING	37,500	30,000	30,000	30,000	37500	37500	37500
47-800-201 BUILDINGS AND STRUCTURES REPAIRS						1,500	35000
47-800-202 BUILDINGS AND STRUCTURES MAINTENANCE	14,957	24,942	17,500	12911	24130	18,000	9000
47-800-203 VEHICLE MAINTENANCE	1,520	1,868	2,448	2000	2598	2,500	2500
47-800-205 AIRSIDE MAINTENANCE	3,600	4,341	4,798	4284	2757	6000	5000
47-800-215 STORM DAMAGE REPAIRS						150655.34	
47-800-302 PROPERTY INSURANCE (County)	5,009	6,653	9,021	9126	10191	9200	15000
47-800-303 LIABILITY INSURANCE (City)	644	934	631	761	658	750	1000
47-800-305 OFFICE EQUIPMENT RENTAL	2,625	2,478	2,515	2323	1936.93	2700	2500
47-800-307 MARKETING	0	0	0		1738	5600	10000
47-800-311 LEGAL SERVICES	4,551	3,661	5,348	5690	6819	8000	6000

KERRVILLE-KERR COUNTY JOINT AIRPORT BOARD
BUDGET FOR FY 2020-2021

Version L	2015	2016	2017	2018	2019	2020	Approved
Expenses	Actual	Actual	Actual	Actual	Actual	Budget	2021 Budget
5/22/2020							Version L
47-800-312 PROFESSIONAL SERVICES	9,341	10,507	8,600	10376	10375	15000	15000
47-800-401 PHONE SERVICE - Cell Phones Only	1,083	694	982	1386	1491	1300	1500
47-800-404 WATER & SEWER	882	813	1,211	1565	1638	2139	2200
47-800-406 LIGHT AND POWER	20,048	15,826	17,544	18181	17833	18400	15000
47-800-503 DUES AND SUBSCRIPTIONS	350	638	638	738	438	1200	1000
47-800-508 RESERVE FOR CAPITAL	12,120	10,500	16,865	12287	4540	15000	25000
47-800-512 CONTINGENCY II	6,309	11,823	2,406	1511	2547	30800	3791
TOTAL AIRPORT	124,332	132,014	123,371	116,276	131,725	332,514	213,691

TERMINAL							
47-801-101 SUPPLIES			0	0			
47-801-300 PHONE SERVICES - Term phones & Fire Alarm	0	0	0	529.64	908	1000	1000
47-801-301 LIGHT & POWER	9,945	8,694	8,694	8092	7600	9000	9000
47-801-302 PROPANE GAS	3,809	2,604	2,604	2673	2993	4000	4000
47-801-303 WATER & SEWER	3,464	1,997	1,997	3767	2517	3800	3000
TOTAL 01-TERMINAL	17,219	13,295	13,295	15,061	14,018	17,800	17000

*** TOTAL EXPENSES ***	339,538	333,869	331,222	342,196	341,204	559,792	447,500
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REVENUE OVER/(UNDER) EXPENDITURES	92,775	87,156	108,858	56,793	72,011	(131,176)	(0)
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M&O EXPENDITURES	339,538	333,869	331,222	342,196	341,204	559,792	447,500
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DIFF REVENUES Less TOTAL EXPENSES:	\$	(0)
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KERRVILLE-KERR COUNTY JOINT AIRPORT BOARD
BUDGET FOR FY 2020-2021

Version L	2015	2016	2017	2018	2019	2020	Approved
Revenues	Actual	Actual	Actual	Actual	Actual	Budget	2021 Budget
5/22/2020							Version L
48 - AIRPORT CAPITAL							
Reimbursement							
48-350-100 REIMBURSEMENT FM TX DOT		0	0	50,000	50,000	50,000	50,000
48-350-200 TX DOT REIMB T-HANGARS						600000	
TOTAL Reimbursement	0	0	0	50,000	50,000	650,000	50,000
Intergovernmental							
48-351-100 KERR COUNTY RAMP GRANT M	25,000	25,000	25,000	25,000	25,000	25,000	25,000
48-351-101 CITY OF KVILLE RAMP GRANT	25,000	25,000	25,000	25,000	25,000	25,000	25,000
48-351-102 KERR COUNTY PROJECT MATCH		0	0	0	0		
48-351-103 CTY OF KERRVILLE PROJECT MATCH		0	0	0	0	525,000	
TOTAL Intergovernmental	0	50,000	50,000	50,000	50,000	575,000	
Interest							
48-360-100 INTEREST EARNINGS		0	0	0			
TOTAL Transfers In	0	0	0	0	0	0	
48-500-115 TRANSFER IN		0	0	0	0	525,000	
TOTAL Transfers In	0	0	0	0	0	0	
TOTAL REVENUES	0	50,000	100,000	100,000	100,000	0	

KERRVILLE-KERR COUNTY JOINT AIRPORT BOARD

BUDGET FOR FY 2020-2021

Version L	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Budget	Approved 2021 Budget
CAPITAL OUTLAY							
800-201 LAND MAINTENANCE			0	0	0		
800-202 BUILDING & STRUCTURE MAINT-			0	0	0		
800-405 OTHER CHARGES			0	0	0		
48-600-101 LAND			0	0	0		
48-600-102 BUILDINGS AND STRUCTURES- Brinkman TPO Roof			0	0	0		
800-507 STREET IMPROVEMENTS			0	0	0		
48-600-103 WATER SYSTEM IMPROVEMENTS			0	0	0		
800-500 CAPITAL OUTLAY			0	0	0		
48-600-104 GRANT MATCH	99,828	100,000	28,755	100,000	100,000	100,000	100,000
48-600-105 DRAINAGE IMPROVEMENTS			0	0	0		
48-600-106 GRANT MATCH T-HANGAR 2019			0	0	0		
48-600-107 TXDOT REIMBURSE 2000-2001			0	0	0	600,000	
48-600-108 RELOCATE 12/30 PARALLEL			0	0	0		
48-600-109 HORSESHOE BLDG IMPROVEMENT			0	0	0	550,000	
48-600-110 MASTER PLAN			0	0	0		
48-600-111 BOX HANGAR CONSTRUCTION			0	0	0	200,000	
48-600-112 CONTRACT SERVICES			0	0	0		
48-600-113 INSTRUMENTS AND APPARATUS			0	0	0		
48-600-114 CROSSWIND RUNWAY			0	0	0		
48-600-115 T-HANGAR 10% MATCH/SITE PREP			0	0	0	300,000	
48-600-116 MAINTENANCE BLDG RENOVATION			0	0	0	40,000	
48-600 RENOVATE PAINT HANGAR							
TOTAL CAPITAL OUTLAY		4,920	95,080	100,000	100,000	1,790,000	100,000
TOTAL EXPENDITURES		4,920	95,080	100,000	100,000	100,000	
REVENUE OVER/(UNDER) EXPENDITURES		(4,920)	(45,080)	-			



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

SUBJECT: Resolution No. 15-2020. A Resolution providing for the City's approval or disapproval of the Kerr Central Appraisal District's Fiscal Year 2021 Budget, presented by Chief Appraiser Sharon Constantinides.

AGENDA DATE OF: July 28, 2020 **DATE SUBMITTED:** Jul 21, 2020

SUBMITTED BY: Amy Dozier

EXHIBITS: [20200728_Resolution_15-2020 KCAD FY2021 budget.pdf](#)
[2021 Kerr CAD Preliminary Budget.pdf](#)

Expenditure Required:	Remaining Budget Balance in Account:	Amount Budgeted:	Account Number:
\$149,689	N/A	N/A	01-0106-3113

PAYMENT TO BE MADE TO: Kerr Central Appraisal District

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

SUMMARY STATEMENT:

This item will be presented by Kerr Central Appraisal District Chief Appraiser, Sharon Constantinides.

RECOMMENDED ACTION:

Approve resolution No. 15-2020.

**CITY OF KERRVILLE, TEXAS
RESOLUTION NO. 15-2020**

**A RESOLUTION PROVIDING FOR THE CITY'S APPROVAL OR
DISAPPROVAL OF THE KERR CENTRAL APPRAISAL DISTRICT'S
FISCAL YEAR 2021 BUDGET**

WHEREAS, the Kerr Central Appraisal District ("KCAD") has submitted its proposed fiscal year 2021 budget to the City Council for consideration; and

WHEREAS, pursuant to state law, City Council must consider KCAD's budget and in the event Council does not approve, it must indicate this action via a resolution; and

WHEREAS, the City Council finds it to be in the public interest to either approve or disapprove of said proposed budget as indicated below;

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

The Kerr Central Appraisal District's proposed fiscal year 2021 budget, as set forth in **Exhibit A**, is _____ (*APPROVED OR DISAPPROVED*).

PASSED AND APPROVED ON this the _____ day of _____, A.D., 2020.

Bill Blackburn, Mayor

ATTEST:

Shelley McElhannon, City Secretary

APPROVED AS TO FORM:



Michael C. Hayes, City Attorney

2021 Proposed Budget
Kerr Central Appraisal District

P.O. Box 294387
212 Oak Hollow Dr
Kerrville, TX 78029
(830) 895-5223

BOARD MEMBERS

Carter Crain, Chairman
Judy Webb-Smith, Vice-Chairman
Eric Lantz, Secretary
Patrick Freedle
Marty Lenard
Bob Reeves, CTAC

Sharon Constantinides, RPA, CCA
Chief Appraiser

Line	Item	2020	2021	\$ Diff	% Diff	% Total
5006	Salaries	\$575,189	\$575,189	\$0	0.00%	51.83%
5010	Employer Portion of Ret	\$47,495	\$47,495	\$0	0.00%	4.28%
5012	Medicare Insurance	\$8,340	\$8,340	\$0	0.00%	0.75%
5015	Employee Medical Insur	\$124,704	\$122,047	(\$2,657)	-2.13%	11.00%
5016	TX Employment Comm.	\$1,500	\$1,500	\$0	0.00%	0.14%
5017	Disability Insurance	\$8,750	\$8,750	\$0	0.00%	0.79%
5030	Appraisal Review Board	\$12,500	\$12,500	\$0	0.00%	1.13%
5034	Vehicle Replace. Res.	\$8,000	\$0	(\$8,000)	-100.00%	0.00%
5035	Travel, Mileage & Maint.	\$18,000	\$15,000	(\$3,000)	-16.67%	1.35%
5040	Annual Audit	\$8,500	\$8,850	\$350	4.12%	0.80%
5045	Mapping Expense	\$18,103	\$37,259	\$19,156	105.82%	3.36%
5055	Debt Service-Building	\$61,680	\$61,680	\$0	0.00%	5.56%
5070	Leased Equipment	\$6,350	\$6,350	\$0	0.00%	0.57%
5075	Telephone & Monitoring	\$4,390	\$4,390	\$0	0.00%	0.40%
5080	Utilities	\$7,800	\$7,800	\$0	0.00%	0.70%
5085	Facilities Maintance	\$13,672	\$13,672	\$0	0.00%	1.23%
5090	Consultant - Appraisal	\$50,000	\$50,000	\$0	0.00%	4.51%
5100	Legal & Consultants	\$20,000	\$10,000	(\$10,000)	-50.00%	0.90%
5102	Legal ARB	\$2,000	\$1,500	(\$500)	-25.00%	0.14%
5105	Liab-Workers Comp-Bldin	\$9,600	\$9,600	\$0	0.00%	0.87%
5110	Taxpayer Assist & Ed	\$5,000	\$5,000	\$0	0.00%	0.45%
5120	Schools/Employee Ed.	\$6,550	\$6,550	\$0	0.00%	0.59%
5130	Postage	\$18,000	\$20,000	\$2,000	11.11%	1.80%
5135	Printing	\$8,500	\$10,000	\$1,500	17.65%	0.90%
5136	Professional Dues	\$2,460	\$2,460	\$0	0.00%	0.22%
5140	Office Supplies	\$8,000	\$8,000	\$0	0.00%	0.72%
5145	Furni., Fixture & Equip	\$6,000	\$3,000	(\$3,000)	-50.00%	0.27%
5150	Board of Directors	\$1,200	\$500	(\$700)	-58.33%	0.05%
5155	Equip. Maint & Reserve	\$1,500	\$1,000	(\$500)	-33.33%	0.09%
5170	Building Reserve	\$2,500	\$2,500	\$0	0.00%	0.23%
5180	Software Support	\$43,718	\$48,608	\$4,890	11.19%	4.38%
5200	Banking Fees	\$200	\$200	\$0	0.00%	0.02%
TOTAL	TOTALS	\$1,110,201	\$1,109,740	(\$461)	-0.04%	100.00%

5006 Salaries:

* Indicates Registered Professional Appraiser (RPA) designation through the Texas Department Of Licensing and Registration.

Positions	2020	2021	Years of Experience
Chief Appraiser*	\$86,286	\$86,286	35
Deputy Chief*	\$68,706	\$68,706	30
Appraisal Manager*	\$53,791	\$53,791	11
Operations Mgr*	\$50,847	\$50,847	18
Senior Appraiser*	\$53,791	\$53,791	19
BPP Appraiser-II	\$35,750	\$35,750	3
Appraiser-RPA*	\$49,258	\$49,258	12
AG Appraiser-RPA*	\$42,000	\$42,000	6
Appraiser -I	\$35,750	\$35,750	0
GIS Mgr- Abstr*	\$60,454	\$60,454	23
Exemp Spec	\$38,556	\$38,556	19
TOTALS	\$575,189	\$575,189	

Total Benefits:

<u>Position</u>	<u>2021 Sal</u>	<u>Med Ins</u>	<u>Retire</u>	<u>Medicare</u>	<u>Unemp</u>	<u>Disabilit</u>	<u>Totals</u>
Chief Appraiser	\$86,286	\$11,095	\$6,903	\$1,251	\$136	\$795	\$106,466
Deputy Chief	\$68,706	\$11,095	\$5,496	\$996	\$136	\$795	\$87,224
Appraisal Mgr	\$53,791	\$11,095	\$4,303	\$780	\$136	\$795	\$70,900
Operations Mgr	\$50,847	\$11,095	\$4,068	\$737	\$136	\$795	\$67,678
Sr. Appraiser	\$53,791	\$11,095	\$4,303	\$780	\$136	\$795	\$70,900
BPP Appraiser-II	\$35,750	\$11,095	\$2,860	\$518	\$136	\$795	\$51,154
Appraiser RPA	\$49,258	\$11,095	\$3,941	\$714	\$136	\$795	\$65,939
AG Appr-RPA	\$42,000	\$11,095	\$3,360	\$609	\$136	\$795	\$57,995
Appraiser-I	\$35,750	\$11,095	\$2,860	\$518	\$136	\$795	\$51,154
GIS Mgr-Abstr	\$60,454	\$11,095	\$4,836	\$877	\$136	\$795	\$78,193
Exemp Spec	\$38,556	\$11,095	\$3,084	\$559	\$136	\$795	\$54,225
Totals	\$575,189	\$122,047	\$46,015	\$8,340	\$1,500	\$8,750	\$761,841

5006 - Salaries:

It is in the best interest of taxpayers as well as the taxing entities for the district to retain well trained and educated employees. Hiring from other districts for appraisers with an RPA designation and employees with experience and training has heightened due to the Comptroller's MAPS Review. The time required for an employee to earn their RPA designation takes approximately 5 years at a cost of more than \$18,000 to the district. It is vital that Kerr CAD remain competitive with other appraisal districts. There will be a total of 11 staff positions this year unchanged from last year.

The total salary line item for 2021 is **\$575,189** and remains unchanged from 2020. We are required by the Methods Assistance Program administered by the State of Texas Property Tax Assistance Division to display each employee's salary and benefits as well as the total salary and benefits for each employee. The total for salaries plus benefits is **\$761,841** a decrease of \$2,657 over 2020.

5010 - Employers Retirement: KCAD has an independent employee retirement plan through Mass Mutual. All employees are required to participate in this plan. The Kerr CAD Board of Directors has elected to fund 8% of the employee's salary for their retirement plan. Employees also match an 8% contribution from their salary. Details as shown below:

Total Salaries	\$	575,189
KCAD Matching Percentage	\$	<u>X 0.08</u>
KCAD Contribution	\$	46,015
Administration Fee	\$	<u>1,480</u>
TOTAL	\$	47,495

5012 - Employer Medicare: KCAD is responsible for the Medicare tax on each of the employee's wages. This rate is equal to 1.45 percent of the first \$125,000 paid to each employee per year. Details of this item are as follows:

Total Salaries	\$ 575,189
Medicare Rate	<u>x 0.0145</u>
TOTAL	\$ 8,340

5015 - Employee Medical Insurance: Kerr CAD provides health insurance to its employees through the Texas Association of Counties. The carrier for Texas Association of Counties is Blue Cross / Blue Shield. The Texas Association of Counties rates for the 2020-2021 show a decrease of 2.13% from the previous year.

KCAD Contribution Per Month	\$ 924.60
Number of Employees	<u>x 11</u>
Total Monthly Contribution	\$ 10,170.60
Number of Months	<u>x 12</u>
TOTAL Estimate	\$122.047

5016 - Texas Employment Commission: KCAD is responsible for the payment of each employee's unemployment tax through the Texas Workforce Commission. This tax is a percentage of the first \$9,000 of the employee's quarterly salary. These rates change annually and are determined by how much the government employees group has withdrawn for unemployment benefits. Based on the previous 2 years, this line item will remain **\$1,500**.

5017 -Disability Insurance: The KCAD Board of Directors has elected to pay disability insurance in lieu of social security for KCAD employees. New employees will be under the same vesting requirements as other benefits. This line item will remain at **\$8,750**.

5030 - Appraisal Review Board: KCAD is responsible for the Appraisal Review Board member's stipends. There are five members who serve on the ARB. This line item covers the ARB member's salary, travel, and training expenses and other expenses related to this board. The ARB is paid \$130 per full day and \$75 per half day. The line item for the ARB will remain at **\$12,500**.

5034 - Vehicle Replacement Reserve: The allocated amount for vehicle replacement has been suspended for 2021 but will be reinstated for 2022.

5035 - Travel and Mileage: The heaviest driving period for the CAD is the fall and winter months during our appraisal period. This line item also includes maintenance and tires. This item also includes other travel expense and also pertains to meals and hotel expense when employees are sent to school. This line item has been temporarily reduced to \$15,000 for 2021.

5040 - Annual Audit: Section 6.063 of the Property Tax Code requires that the district have an annual audit by a Certified Public Accountant. The 2020 financial year audit will be conducted in 2021. The contract amount for the audit is **\$8,850** which is an increase of \$350 from last year.

5045 - Mapping Expense: In previous years, Kerr CAD along with Kerr County and Kerr 911 cooperated in funding a GIS mapping system called Eagleview (Pictometry). The system is a patented information system that combines aerial imaging with a software system allowing an appraiser to view and measure any structure, intersection, fire hydrant, tree or any feature in the county from a laptop or workstation. This technology has enabled the district to increase productivity, cut down on field trips and enhance appraisal of existing as well as the discovery of new taxable property. The investment in this system began in 2009. New flyover photos are taken every three years with the last scheduled flyover being completed in 2018. The Changefinder Technology enables the software to automatically identify structures that have been altered as well as identifying new structures and ones that have been removed. Kerr CAD will have to fund this project without the previous partners increasing this line item by \$19,156.

Mapping Supplies	\$3,000
Flyover Mapping	\$28,937
Changefinder Technology	\$5,322
Total	\$37,259

5055 – Debt Service (Building): Kerr CAD began construction on the new building May 2017 and moved into new facility December 2017. A construction loan was executed for a period of 24 months with payments of \$4,251.94 thru April 2019. At the end of the 24-month period, the remaining principal after a lump sum payment of \$350,000 rolled over into a permanent 20-year loan with payments of \$5,139.98 starting May 2019. The lump sum payment was from the sale of the old building along with the building reserve that the entities had allowed the district to retain in previous years. With the loan payment of \$5,139.98 being in effect for the entire year starting in 2020, this line item will remain at **\$61,680** for 2021.

5070 - Leased Equipment: The CAD leases a copy machine and a postage machine. This line item is **\$6,350** for this year.

5075 - Telephone: This item includes basic telephone service, long distance service, and Internet subscription. Additional lines were added in 2018 for the fire alarm and Appraisal Review Board phone hearings that are required to be provided. Also included in this line item are the monitoring fees for fire and security. This item remains at **\$4,390**.

5080 - Utilities: The District's utility expense covers city water, sewer and electricity. The amount for this line item remains at **\$7,800**.

5085 - Facilities Maintenance: Building and grounds maintenance includes trash pickup, building cleaning, lawn care, and pest control. The details of this maintenance are as follows:

<u>Expense</u>	<u>\$/Month</u>	<u>\$/Year</u>
Trash Pickup	\$110.16	\$1,322
Janitorial Service	\$600	\$7,200
Lawn Service	\$100	\$1,200
Annual Fire Inspection		\$ 30
Skelton Fire Alarm		
Monitoring, testing & Annual Inspection		\$1,900
Pest Control	\$55/Quarter	\$ 220
Unifirst (Rugs & Restroom Supplies)		<u>\$1,800</u>
TOTAL		\$13,672

5090 - Consultant – Appraisal: KCAD contracts out the appraisals on utilities, minerals, pipelines, and industrial properties to the industrial appraisal firm of Capitol Appraisal Group of Austin Texas. The annual contract amount for Kerr CAD's utilities, mineral, pipelines and industrial properties for this year's budget are **\$15,000**. Kerr CAD also contracts with Eagle Appraisal and Consulting a professional tax appraisal firm that appraises the commercial properties in Kerr County. Commercial real estate sales information is very difficult to obtain statewide. Also commercial special use properties can be very complicated to appraise. The Comptroller's Methods Assistance Study is demanding more stringent methodology for market value and equity. Most of the lawsuits Kerr CAD incurs are commercial property lawsuits. Limited commercial sales and rental information not only hinders an initial fair and equitable appraisal but also increases the related costs of lawsuits due to the necessity of hiring a professional appraisal firm to ensure the value is defensible in

ARB Hearing as well as in litigation. Eagle Appraisal and Consulting will not only appraise the commercial property but would also defend property values in the appraisal review process as well as when litigation occurs with additional litigation expenditures. **\$3,000** is included in the event of litigation against the CAD. Many appraisal districts are using contractors as a cost-efficient method of ensuring their values are meeting the stringent requirements of the Comptroller's Property Value Study and the Methods Assistance Program Study. Contracting is a valuable tool in helping ensure that all taxpayers are treated equitably as well keeping expenses down. Kerr CAD entered into a two-year contractual agreement with Eagle Appraisal and Consulting in 2014. The contract amount for Eagle Appraisal and Consulting in 2021 is **\$32,000**. A recap of the total for this line item is below:

Capitol Appraisal Group	\$15,000
Eagle Appraisal and Consulting	\$32,000
Litigation Consultant Fee	\$ 3,000
Total	\$50,000

5100 - Consultant – Legal & Expert Witness: KCAD changed law firms June 2017 to Perdue, Brandon, Fielder, Collins & Mott L.L.P. The monthly retainer fee is \$250. The fees are \$250/hour for attorneys in regard to litigation and \$95/hour for paralegal and legal secretarial work. Other related expenses such as travel expenses as needed are paid by the district. The line item for this year has been temporarily reduced to **\$10,000** for 2021.

5102 – Legal ARB : Recent legislation has mandated Appraisal Review Boards retain separate legal counsel from Appraisal Districts. Historically the need for legal counsel for the Kerr Appraisal Review Board has been minimal. This line item has been temporarily reduced to **\$1,500** for 2021.

5105 - Liability & Workers Compensation – Building, FF&E Insurance: This line item covers workers compensation, general liability, automotive liability, errors and omissions, and real and personal property insurance as well as liability related to our retirement program. The carrier for this insurance is the Texas Municipal League Intergovernmental Risk Pool (TML). The line item for this year is **\$9,600**.

5110 - Taxpayer Assistance & Education: This line item includes required newspaper advertisements, property asset listings, appraisal guides, tax workshops and related education & assistance directed to taxpayer/appraisal district relations. The line item for this year is **\$5,000**.

5120 - Schools and Employee Education: According to Section 5.04, of the Property Tax Code, an appraisal district shall reimburse an employee for all actual and necessary expenses, tuition, other fees and costs of materials incurred in attending, with the Chief Appraiser's approval, a course or training program conducted or by the Texas Department of Licensing and Regulation. This item is a total of **\$6,550**.

5130 - Postage: Kerr CAD uses an outside mailing firm to print and mail the required appraisal notices. This saves the district some postage and helps ensure a timely mailing of appraisal notices. Kerr CAD elected to mail notices only to property owners whose values changed by more than \$1,000, had a change of ownership or filed a rendition. Significant savings have occurred since this practice was initiated but postage cost have

continued to increase along with the cost of being required to send state mandated notices by certified mail. Beginning in 2021 additional mailing are mandated per SB2. This line item is being increased to **\$20,000**.

5135 - Printing: This line item includes expenses such as printing of Notices of Appraised Value. The state has mandated additional mailings per SB2 to begin in 2021. This item is being increased to **\$10,000**.

5136 - Dues: This line item is devoted to the registration of the district and employees with different state agencies and trade organizations. Registration with the Texas Department of Licensing and Regulation is a requirement by law. Affiliation with the Texas Association of Appraisal Districts allows KCAD to enroll in state classes for reduced tuition and keeps the district informed of changing rules and laws. Being a member of TAAD also requires us to be a member of the local Southwest Chapter. Membership in the International Association of Assessing Officers is now required by the MAPS review and also requires membership in the Texas Association of Assessing Officers. The district receives a discounted price for items purchased through the Texas Building & Procurement Commission. The district also pays a membership for the Visa charge card. A detailed cost description of this line item follows:

Texas Department of Licensing & Regulation	\$ 450
Texas Association of Appraisal Districts	\$1,500
Texas Association of Appraisal Districts Southwest Chapter	\$ 75
International Association of Assessing Officers	\$ 210
Texas Association of Assessing Officers	\$ 90
Texas Building & Procurement Commission	\$ 100
Visa Charge Membership	\$ 35
TOTAL	\$2,460

5140 - Office Supplies: This line item includes all miscellaneous office supplies used in the district. These items include paper, envelopes, writing utensils, toner cartridges, and other supplies. The amount this year is **\$8,000**.

5145 - Furniture, Fixtures & Equipment: This line item includes upgrading and replacement of desktop computers and printers. Also providing tablets or laptops along with electronic measuring devices for use in the field. The amount for this line item is temporarily reduced to **\$3,000** for 2021.

5150 - Board of Directors: This line item is utilized to purchase director manual and reference material for the Board of Directors. A portion of this line item is also utilized to purchase awards of appreciation to outgoing board members and name plaques. Because of increased duties, responsibilities as well as increased liability associated with being a board member this line item includes education for board members. This line item is temporarily reduced to **\$500** for 2021.

5155 - Equipment Maintenance: This item includes the maintenance of PC computers, networks, postage machine and copy machines. This line amount is temporarily reduced to **\$1,000** for 2021.

5170 - Building Reserve: The district used this reserve for the land purchase and some of the expenses related to the construction of the new facility. The reserve was also used as part of the lump sum payment

for the building loan that was made April 2019. The reserve fund will continue to be used for any future building expenses. This line item will be **\$2,500**.

5180 - Software Support – True Automation: Kerr CAD converted their old appraisal computer system to True Automation in October of 2006. True Automation is the largest CAD appraisal software company in the state. True Automation calls their system the PACS System. This line item provides for continuing maintenance and support of the PACS System by True Automation. This system contains active tax records and rolls for each taxing entity and individual property owner in the county housing almost forty thousand (40,000) property tax parcels. Every property account is recorded, updated, and appraised using this system and the tax roll is generated resulting in the values used to levy taxes for every taxing entity and taxpayer serviced by Kerr CAD. True Automation has notified the district that the software support and maintenance for this year will be increasing. This line item will be **\$48,608**.

PACS System	\$47,348
Online Backup	\$1,260
Total	\$48,608

5200 – Banking Fees: We are being assessed service charges on our bank account which will remain **\$200** annually.

Note: The “estimated” entity allocation is shown on the next page which is based on the 2019 values and tax rates. The “official” entity allocation will be available after the certification of the 2020 values and after the 2020 tax rates have been adopted by the taxing entities.

	2019 Cert Net Tax or Freeze Adj. Tax	2019 Tax Rate	Levy	Tax on Freeze	Total Levy	% of Total Levy	2021 Allocation	
City of Ingram	\$87,613,905	0.529	\$463,478		\$463,478	0.54%	\$5,963	
City of Kernville	\$1,585,834,953	0.54	\$8,563,509	\$3,071,162	\$11,634,670	13.49%	\$149,689	
Kerr emerg. Dist. #1	\$666,213,764	0.0215	\$143,236		\$143,236	0.17%	\$1,843	
Kerr Emerg. Dist. #2	\$150,656,403	0.038	\$57,249		\$57,249	0.07%	\$737	
Kerr County	\$3,416,538,981	0.4827	\$16,491,634	\$5,169,658	\$21,661,292	25.11%	\$278,690	
Lateral Roads	\$3,401,592,767	0.0323	\$1,098,714	\$398,459	\$1,497,174	1.74%	\$19,262	
Lake Ingram Estates Rd	\$10,154,098	0.2292	\$23,273		\$23,273	0.03%	\$299	
Center Point ISD	\$256,379,848	1.08	\$2,768,902	\$589,535	\$3,358,438	3.89%	\$43,209	
Comfort ISD	\$131,969,563	1.2302	\$1,623,490	\$607,138	\$2,230,628	2.59%	\$28,699	
Divide ISD	\$62,601,413	0.87	\$544,632	\$33,342	\$577,974	0.67%	\$7,436	
Harper ISD	\$37,054,693	1.04	\$385,369	\$120,020	\$505,389	0.59%	\$6,502	
Hunt ISD	\$329,404,668	1.1434	\$3,766,413	\$694,657	\$4,461,070	5.17%	\$57,395	
Ingram ISD	\$435,339,268	1.245	\$5,419,974	\$1,382,684	\$6,802,657	7.89%	\$87,522	
Kernville ISD	\$2,008,041,250	1.18	\$23,694,887	\$7,533,299	\$31,228,186	36.20%	\$401,775	
Medina ISD	\$10,789,995	1.23	\$132,717		\$132,717	0.15%	\$1,708	
Upper Guadalupe River A.	\$4,888,082,125	0.02283	\$1,115,949		\$1,115,949	1.29%	\$14,358	
Headwaters Groundwater	\$4,888,082,125	0.0074	\$361,718		\$361,718	0.42%	\$4,654	
TOTAL EST LEVY			\$66,655,143.81	\$19,599,955	\$86,255,099	100.00%	\$1,109,740	
2021 Budget					\$1,109,740			



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

SUBJECT: Bond refunding opportunity, presented by Colby Eckols, Hilltop Securities.

AGENDA DATE OF: July 28, 2020

DATE SUBMITTED: Jul 21, 2020

SUBMITTED BY: Amy Dozier

EXHIBITS: [20200728_Presentation_Refunding Opportunity.pdf](#)

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

PAYMENT TO BE MADE TO: N/A

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

SUMMARY STATEMENT:

In 2012, the City issued \$9.9 million in certificates of obligation (Series 2012) to pay for a portion of River Trail (\$3.5 million) as well as water system projects (\$6.4 million). \$5.4 million of the remaining outstanding debt is eligible to be refunded (refinanced). The debt service is paid by both EIC sales tax revenue and Water Fund revenue.

In 2013, the City issued \$10 million in certificates of obligation (Series 2013) to pay for water system projects. \$5.7 million of the remaining outstanding debt is eligible to be refunded. The debt service is paid by Water Fund revenue.

These issuances have coupon rates ranging from 1.5% to 2.75% depending on the year. In a more normal interest rate environment, refunding would not result in any savings for the City. However, we are currently in a historically low interest rate period. Therefore, the City has been working with our Financial Advisor, Hilltop Securities, to analyze the possibility of undertaking a refunding. Colby Eckols will present the results of the analysis for Council to consider.

RECOMMENDED ACTION:

Requesting direction from Council on whether or not to proceed with refunding opportunity.



Contact

Anne Burger Entrekina

Regional Managing Director

anne.burgerentrekina@hilltopsecurities.com

70 Northeast Loop 410, Suite 710

San Antonio, Texas 78216

Direct: 210.308.2200

Colby Eckols

Director

colby.eckols@hilltopsecurities.com

2700 Via Fortuna, Suite 410

Austin, Texas 78746

Direct: 512.481.2015

Michael Martin

Analyst

michael.martin@hilltopsecurities.com

1201 Elm Street, Suite 3500

Dallas, Texas 75270

Direct: 214.859.1731

Proposed Refunding Opportunity



Market Update



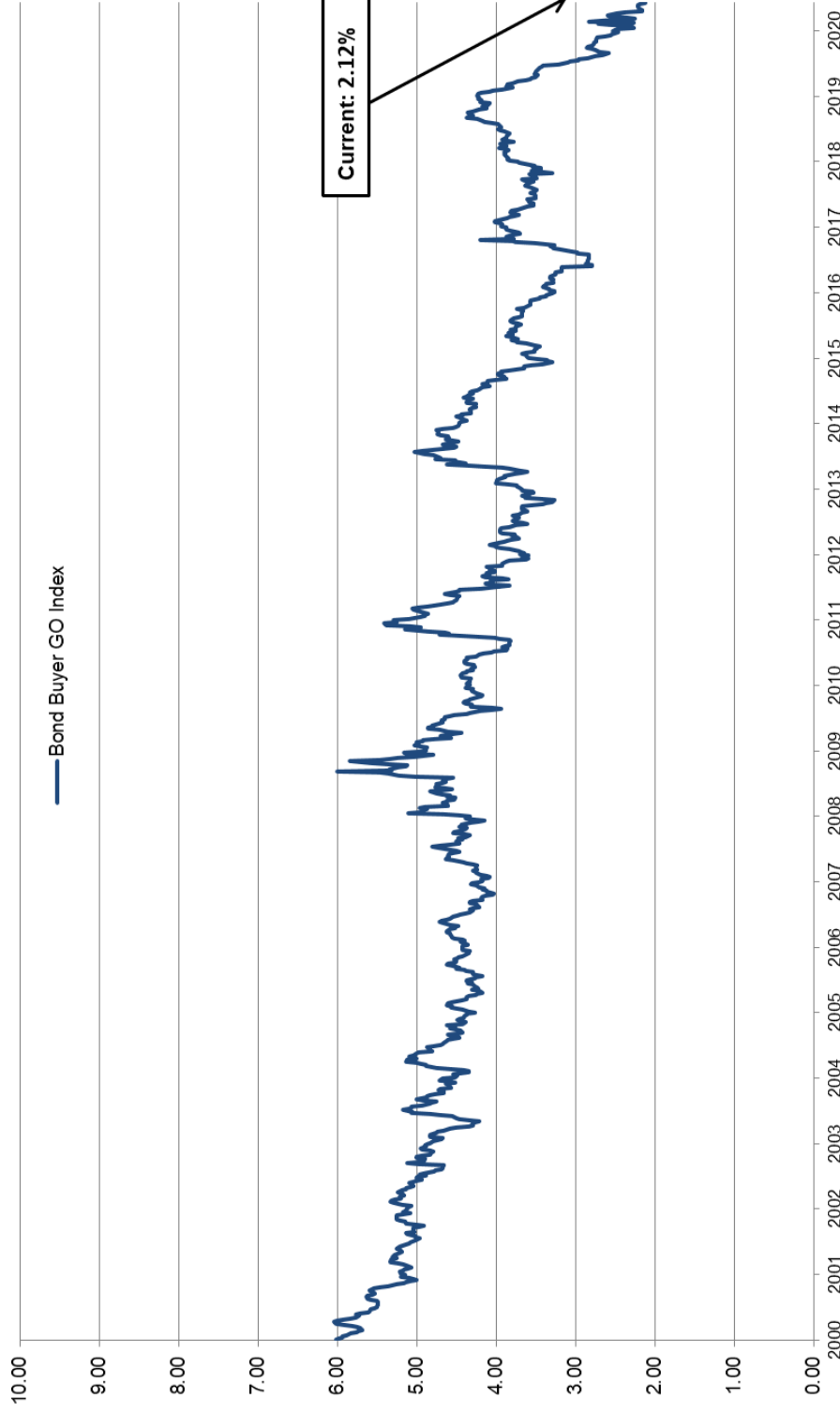
Bond Buyer's Index of 20 Municipal Bonds

Bond Buyer GO Index

20 Year History

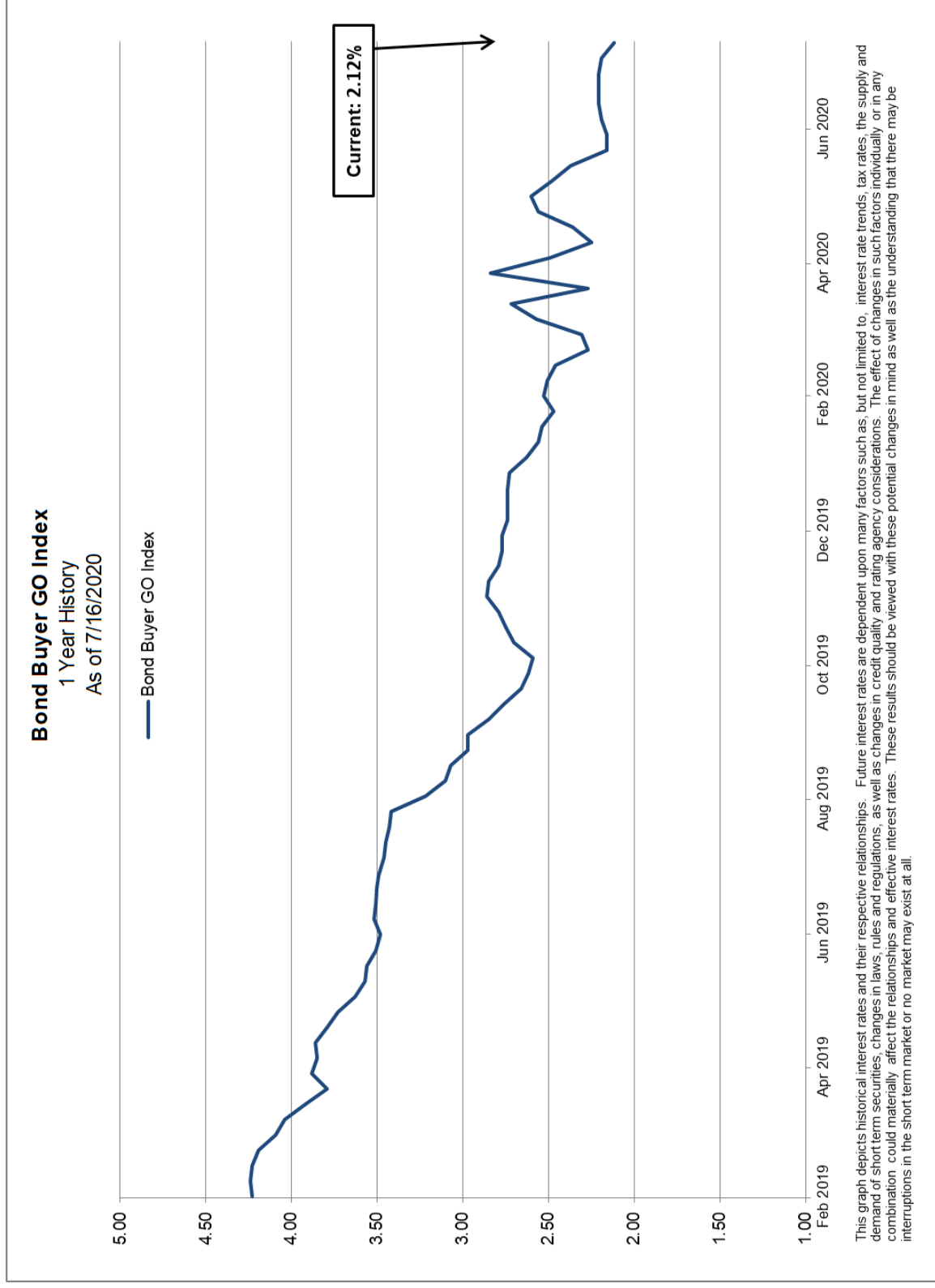
As of 7/16/2020

— Bond Buyer GO Index



This graph depicts historical interest rates and their respective relationships. Future interest rates are dependent upon many factors such as, but not limited to, interest rate trends, tax rates, the supply and demand of short term securities, changes in laws, rules and regulations, as well as changes in credit quality and rating agency considerations. The effect of changes in such factors individually or in any combination could materially affect the relationships and effective interest rates. These results should be viewed with these potential changes in mind as well as the understanding that there may be interruptions in the short term market or no market may exist at all.

Bond Buyer's Index of 20 Municipal Bonds



Summary of Callable Bonds



Refunding Opportunity: Summary of Callable Bonds

Certificates of Obligation, Series 2012			
Original Principal	\$9,905,000		
Callable Principal	\$6,570,000		
Callable Maturities	2021-2032		
Coupons	2.0% - 2.50%		
Call Date	10/1/2020		

Certificates of Obligation, Series 2013			
Original Principal	\$10,000,000		
Callable Principal	\$6,960,000		
Callable Maturities	2021-2033		
Coupons	1.50% - 2.75%		
Call Date	10/1/2020		

Maturity	Principal	Interest Rate	Call Date
8/15/2021	\$ 495,000	2.000%	10/1/2020
8/15/2022	510,000	2.500%	10/1/2020
8/15/2023	520,000	2.500%	10/1/2020
8/15/2024	535,000	2.500%	10/1/2020
8/15/2025	545,000	2.500%	10/1/2020
8/15/2026	560,000	2.500%	10/1/2020
8/15/2027	575,000	2.500%	10/1/2020
8/15/2028	580,000	2.500%	10/1/2020
8/15/2029	600,000	2.500%	10/1/2020
8/15/2030	615,000	2.500%	10/1/2020
8/15/2031	635,000	2.500%	10/1/2020
8/15/2032	400,000	2.500%	10/1/2020
	<u>\$ 6,570,000</u>		

Maturity	Principal	Interest Rate	Call Date
8/15/2021	\$ 480,000	1.500%	10/1/2020
8/15/2022	485,000	1.500%	10/1/2020
8/15/2023	490,000	1.750%	10/1/2020
8/15/2024	500,000	2.000%	10/1/2020
8/15/2025	510,000	2.000%	10/1/2020
8/15/2026	520,000	2.000%	10/1/2020
8/15/2027	530,000	2.000%	10/1/2020
8/15/2028	540,000	2.250%	10/1/2020
8/15/2029	555,000	2.250%	10/1/2020
8/15/2030	565,000	2.500%	10/1/2020
8/15/2031	580,000	2.500%	10/1/2020
8/15/2032	595,000	2.750%	10/1/2020
8/15/2033	610,000	2.750%	10/1/2020
	<u>\$6,960,000</u>		

Proposed Refunding Bonds, Series 2020

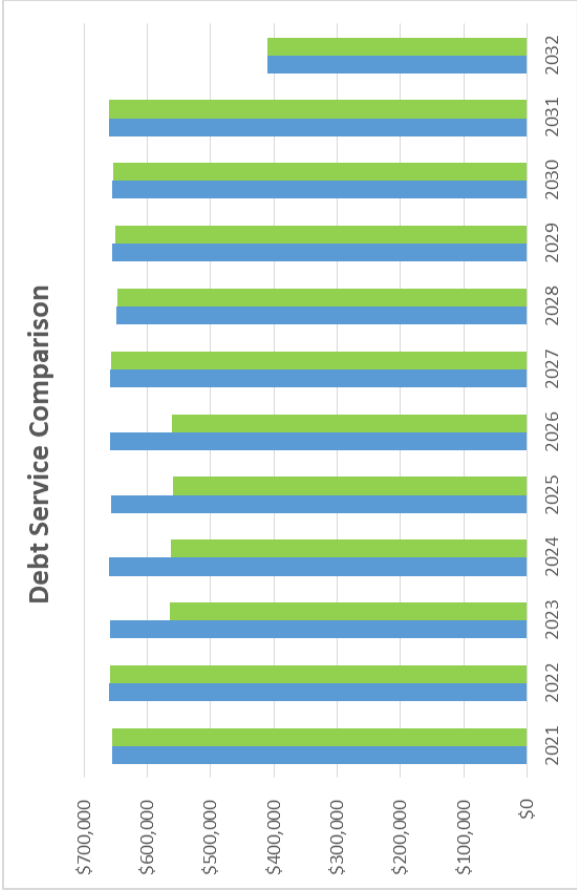


Proposed General Obligation Refunding Bonds, Series 2020 Certificates of Obligation, Series 2012 - Structured Savings

PROJECTED SAVINGS City of Kerrville, Texas Projected General Obligation Refunding Bonds, Series 2020 - COs Series 2012 Structured Savings				
Date	Prior Debt Service	Refunding Debt Service	Projected Savings	
9/30/2021	\$655,545	\$655,417	\$128	
9/30/2022	660,645	659,000	1,645	
9/30/2023	657,895	563,500	94,395	
9/30/2024	659,895	561,750	98,145	
9/30/2025	656,520	559,250	97,270	
9/30/2026	657,895	561,000	96,895	
9/30/2027	658,895	656,750	2,145	
9/30/2028	649,520	646,750	2,770	
9/30/2029	655,020	651,000	4,020	
9/30/2030	655,020	653,750	1,270	
9/30/2031	660,875	660,000	875	
9/30/2032	410,000	409,500	500	
	<u>\$7,637,725</u>	<u>\$7,237,667</u>	<u>\$400,058</u>	

Proposed and Projected General Obligation Refunding Bonds, Series 2020

Refunding Par Amount	\$5,410,000
Gross Savings	\$400,058
Average Annual Savings (2023-2026)	\$96,676
Net Present Value Savings	\$384,728
Present Value Benefit (%)	5.855%
True Interest Cost	1.377%



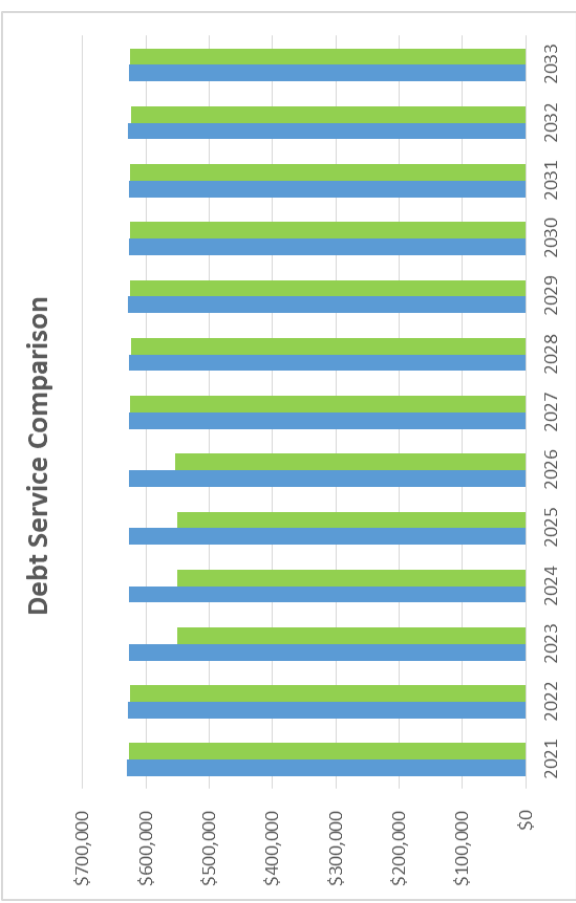
*For purposes of illustration rates are as of 7/21/2020.

Proposed General Obligation Refunding Bonds, Series 2020 Certificates of Obligation, Series 2013 - Structured Savings

PROJECTED SAVINGS City of Kerrville, Texas Projected General Obligation Refunding Bonds, Series 2020 - COs Series 2013 Structured Savings			
Date	Prior Debt Service	Refunding Debt Service	Projected Savings
9/30/2021	\$630,650	\$626,667	\$3,983
9/30/2022	628,450	624,500	3,950
9/30/2023	626,175	551,500	74,675
9/30/2024	627,600	551,250	76,350
9/30/2025	627,600	550,250	77,350
9/30/2026	627,400	553,500	73,900
9/30/2027	627,000	625,750	1,250
9/30/2028	626,400	623,500	2,900
9/30/2029	629,250	625,250	4,000
9/30/2030	626,763	625,750	1,013
9/30/2031	627,638	625,000	2,638
9/30/2032	628,138	623,000	5,138
9/30/2033	626,775	624,750	2,025
	<u>\$8,159,838</u>	<u>\$7,830,667</u>	<u>\$329,171</u>

Proposed and Projected General Obligation Refunding Bonds, Series 2020

Refunding Par Amount	\$5,680,000
Gross Savings	\$329,171
Average Annual Savings (2023-2026)	\$75,569
Net Present Value Savings	\$305,169
Present Value Benefit (%)	4.384%
True Interest Cost	1.593%



*For purposes of illustration rates are as of 7/21/2020.

Summary

- Municipal interest rates are at historical lows
- Even with very low coupons from the original bond sales, refunding the Certificates of Obligations, Series 2012 and 2013 currently projects debt service savings
- Should City Council provide guidance to proceed, the next step would be to prepare a Delegation/Parameters Ordinance for City Council consideration at a future City Council meeting



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

SUBJECT: Construction Agreement with Allen Keller Company, LLC for the 2019 Bond Street Reconstruction Package A project in an amount of \$2,862,618.20.

AGENDA DATE OF: July 28, 2020

DATE SUBMITTED: Jul 17, 2020

SUBMITTED BY: Kyle Burow

EXHIBITS: [20200728_Recommendation Letter_2020 Reconstruction Streets Allen Keller Co.pdf](#)
[20200728_Bids_2020 Reconstruction Streets_Received Bids.pdf](#)

Expenditure Required:	Remaining Budget Balance in Account:	Amount Budgeted:	Account Number:
\$2,862,618.20	\$8,311,234.12	\$8,500,000.00	Project Number 70-19011

PAYMENT TO BE MADE TO: Allen Keller Company, LLC

Kerrville 2050 Item?	Yes
Key Priority Area	M - Mobility / Transportation
Guiding Principle	M4. Place a high priority on the maintenance of existing streets
Action Item	M4.2 - Continue implementing the plan for street repairs, including a timeline and funding, based on the road conditions data collection and evaluation completed in 2016

SUMMARY STATEMENT:

In 2015, the City of Kerrville hired Fugro to inspect the City of Kerrville's street system and develop a five and ten year prioritized capital improvement plan based on Pavement Condition (PCI). The plan implemented maintenance and rehabilitation practices for the street system through slurry seal, crack seal, overlay, and full reconstruction of streets based on the best repair method for the type of failures found. After four years of implementation, approximately \$6.3 million have been utilized resulting in approximately 128 lane miles having completed maintenance, and enhancing the community's overall Pavement Condition Index (PCI) up to 69.1.

As part of the adopted FY19 budget, 6S Engineering, Inc. was hired to update the Pavement Master Plan and reassess the current street conditions and maintenance

practices. The 6S Engineering, Inc. team evaluated the current street condition assessment gathered for each street segment to analyze the deterioration estimates based on the effectiveness of the current street repair methods and degradation of street segments compared to the initial report, combined multiple street segments to minimize construction costs, and reevaluated the prioritization of streets. The prioritization of all streets were based on PCI, Ride Condition Index (RCI), and Roadway Classification (i.e. Collector, Residential). Additionally, the streets with anticipated full reconstruction needs were further prioritized based on vehicular usage, utility conflicts, and other upcoming construction conflicts (private development projects). Upon completion of the analysis, 6S Engineering, Inc. developed a 10-year maintenance plan to assist with future budgeting and maintenance methods to be adopted by City Council.

In August 2019, City Council authorized the issuance of \$10.5 million in Certificates of Obligation for street and drainage improvements based on identified full depth reconstruction repair projects. The initial list of reconstruction streets was presented and confirmed by City Council in October 2019. The City consulted 6S Engineering, Inc. to perform the necessary design and engineering services to develop construction bid documents for the initial list of street segments identified for reconstruction. Construction bid documents were completed and the project was placed for advertisement. The bid opening was held online on July 7, 2020 and two bids were received with Allen Keller Company, LLC as the apparent low bid. Several alternative bids were part of the initial bidding effort in order to explore cost comparisons of various construction techniques. Ultimately, the base bid was found to be both the most cost efficient and effective opportunity. Staff, along with 6S Engineering, evaluated the contractor and recommend awarding the base bid contract amount of \$2,862,618.20 to Allen Keller Company, LLC.

RECOMMENDED ACTION:

Authorize the City Manager to finalize and execute a construction contract.



July 17, 2020

Mr. Kyle Burow, P.E., CFM
City of Kerrville
701 Main Street
Kerrville, TX 78028

Reference: Bond Streets Reconstruction- Phase A

Dear Mr. Burow:

6S Engineering, Inc. has reviewed the bid proposals for the above referenced project. There were two (2) bidders for the project. It is recommended that Allen Keller Company, LLC.. be awarded the Base Bid contract for the Base Bid amount of \$2,862,618.20. If there are any questions or concerns, please do not hesitate to contact us.

Sincerely,

A handwritten signature in blue ink that reads "Jess W. Swaim".

Jess Swaim, P.E.
Vice President

APPARENT LOW BIDDERS

2019 Bond Street Reconstruction Package A Project

Bid Summary	
Engineers Estimate	No Estimate
Total Bids	2
AMLT \$	\$272,577.39
AMLT %	9.52%
Average Bid	\$2,998,906.90

	Bidder	BASE BID	GUADALUPE ST. ALTERNATE NO. 1 ITEMS	STEPHANIE ST. ALTERNATE NO. 2 ITEMS	PLAZA ST. ALTERNATE NO. 3 ITEMS	FRANCISCO LEMONS ALTERNATE NO. 4 ITEMS
1	Allen Keller Co <i>Submitted: 7/07/2020 2:48:14 PM</i>	\$2,862,618.2 0	\$401,359.20	\$213,700.25	\$260,035.70	\$203,340.00
2	All In Construction <i>Submitted: 7/07/2020 12:58:37 PM</i>	\$3,135,195.5 9	\$444,766.90	\$262,567.25	\$275,825.98	\$168,487.20

Bids opened at: 7/07/2020 3:00:58 PM



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

SUBJECT: Purchase of a 2020 Ford F-550 4X4 with off-road kit and remount wildland/brush skid and components not to exceed \$78,863.00

AGENDA DATE OF: July 28, 2020

DATE SUBMITTED: Jul 16, 2020

SUBMITTED BY: Dannie Smith

EXHIBITS: [20200728_Quote_Ken Stoepel.pdf](#)
[20200728_Quote_Goodbuy.pdf](#)
[20200728_Quote_Mac Haik.pdf](#)

Expenditure Required:	Remaining Budget Balance in Account:	Amount Budgeted:	Account Number:
\$78,863.00	\$78,863.00	\$78,863.00	01-0121-5200

PAYMENT TO BE MADE TO: Ken Stoepel Ford

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

SUMMARY STATEMENT:

Since 2011, the fire department has responded to off-road wildland/brush fires with a 2011, Ford F550, 4X4 Brush Truck. On March 18, 2020, the diesel exhaust fluid (DEF) system failed and damaged the engine on the unit. Ken Stoepel Ford of Kerrville provided a repair quote of \$26,359.11. The repair consists of a complete engine and DEF system replacement. The fire department is concerned with spending such a large sum of money repairing a 9-year-old vehicle. The department believes a more feasible approach is to purchase a new cab & chassis, and remount the wildland/brush skid and accessories. The cost to achieve this is \$78,863.00. KFD will purchase the new cab & chassis from Ken Stoepel Ford a local vendor. Ken Stoepel's price for the new cab & chassis is \$1,669.60 less than purchasing the vehicle through the purchasing cooperative Goodbuy. Ken Stoepel Ford has contracted with Siddons-Martin Emergency Group to install the off-road kit, and remount the wildland/brush skid and accessories. Installation of the off-road kit,

wildland/brush skid and accessories will be performed by Skeeter Brush Trucks, the original equipment manufacturer. Utilizing the original equipment manufacturer will insure all work is performed to specification, and warranted through Skeeter Brush Trucks.

RECOMMENDED ACTION:

Authorize the City Manager to purchase a 2020 Ford 550 4X4 with off-road kit and remount wildland/brush skid and components.

Ken Stoepel FordDate: **07/14/2020 10:27 AM**Salesperson: **Michael Hebert Scott Schneider**Manager: **Michael Dawson****FOR INTERNAL USE ONLY**

CUSTOMER	Dannie smith CITY OF KERRVILLE FIRE DEPT	Home Phone:
	701 MAIN ST	
Address :	KERRVILLE, TX 78028-2215	Work Phone: (830) 257-8449
	GILLESPIE CO	
E-Mail :	dannie.smith@kerrvilletx.gov	Cell Phone:

VEHICLE			
Stock # :	New / Used : New	VIN :	Mileage : 0
Vehicle :	2020 Ford F-550 Chassis		Color :
Type :	XL 4x4 SD Crew		

TRADE IN			
Payoff :	VIN :	Mileage :	
Vehicle :	Color :		
Type :			

Selling Price	42,288.96
Discount	504.96
Adjusted Price	41,784.00 *
driver fee	1,500.00
remount and off road kit	37,072.00
Total Purchase	80,356.00
Trade Allowance	1,500.00
Trade Difference	78,856.00
Non Tax Fees	7.00
Trade Payoff	
Cash Deposit	
Balance	78,863.00

Customer Approval: _____ Management Approval: _____

By signing this authorization form, you certify that the above personal information is correct and accurate, and authorize the release of credit and employment information. By signing above, I provide to the dealership and its affiliates consent to communicate with me about my vehicle or any future vehicles using electronic, verbal and written communications including but not limited to eMail, text messaging, SMS, phone calls and direct mail. Terms and Conditions subject to credit approval. For Information Only. This is not an offer or contract for sale.

Siddons-Martin
Emergency Group
Protecting the Southwest

3500 Shelby Lane
Denton, Texas 76207
GDN P115891
TXDOT MVD No. A115890
EIN 27-4333590

June 25, 2020

Dannie Smith, Fire Chief
Kerrville Fire Dept
87 Coronado Dr.
Kerrville TX 78028

Proposal for F-550 remount w/ lift

Siddons-Martin Emergency Group, LLC is pleased to provide the following proposal to Kerrville Fire Dept. The unit will comply with the specifications attached and made a part of this proposal. Unless otherwise specified, delivery and training are included FOB Kerrville Fire Dept.

Description	Amount
No. 4929, F-550 remount with lift , Skeeter, Step-Side, 400 gal, Darley HSE250 Kubota Dies Price guaranteed for 60 days. Delivery within 2-3 months of order date. A warranty term of 12 months is included.	
	Vehicle Price \$ 37,072.00
	SUB TOTAL \$ 37,072.00
	TOTAL \$ 37,072.00

Taxes. Tax is not included in this proposal. In the event that the purchasing organization is not exempt from sales tax or any other applicable taxes and/or the proposed apparatus does not qualify for exempt status, it is the duty of the purchasing organization to pay any and all taxes due. Balance of sale price is due upon acceptance of the apparatus at the factory.

Late Fee. A late fee of .033% of the sale price will be charged per day for overdue payments beginning ten (10) days after the payment is due for the first 30 days. The late fee increases to .044% per day until the payment is received. In the event a prepayment is received after the due date, the discount will be reduced by the same percentages above increasing the cost of the apparatus.

Cancellation. In the event this proposal is accepted and a purchase order is issued then cancelled or terminated by Customer before completion, Siddons-Martin Emergency Group may charge a cancellation fee. The following charge schedule based on costs incurred may be applied:

- (A) 10% of the Purchase Price after order is accepted and entered by Manufacturer;
- (B) 20% of the Purchase Price after completion of the approval drawings;
- (C) 30% of the Purchase Price upon any material requisition.

The cancellation fee will increase accordingly as costs are incurred as the order progresses through engineering and into manufacturing. Siddons-Martin Emergency Group endeavors to mitigate any such costs through the sale of such product to another purchaser; however, the customer shall remain liable for the difference between the purchase price and, if applicable, the sale price obtained by Siddons-Martin Emergency Group upon sale of the product to another purchaser, plus any costs incurred by Siddons-Martin to conduct such sale.

Acceptance. In an effort to ensure the above stated terms and conditions are understood and adhered to, Siddons-Martin Emergency Group, LLC requires an authorized individual from the purchasing organization sign and date this proposal and include it with any purchase order. Upon signing of this proposal, the terms and conditions stated herein will be considered binding and accepted by the Customer. The terms and acceptance of this proposal will be governed by the laws of the state of TX. No additional terms or conditions will be binding upon Siddons-Martin Emergency Group, LLC unless agreed to in writing and signed by a duly authorized officer of Siddons-Martin Emergency Group, LLC.

Sincerely,

Ryan Crady
Siddons-Martin Emergency Group, LLC

I, _____, the authorized representative of Kerrville Fire Dept, agree to purchase the proposed and agree to the terms of this proposal and the specifications attached hereto.

Signature & Date



PRODUCT PRICING SUMMARY

GOODBUY 20-8F000 VEHICLES

VENDOR--Silsbee Ford, 1211 Hwy 96 N., Silsbee TX 77656

End User: CITY OF KERRVILLE

Prepared by: MICHAEL WILEY

Contact: DANNIE SMITH

Phone: 254-541-9061

Email: dannie.smith@kerrvilletx.gov

Email: mwiley.silsbeefleet@gmail.com

Product Description: FORD F-550

Date: June 23, 2020

A. Bid Item: 7.34 ALT

A. Base Price: \$ 36,790.00

B. Factory Options

Code	Options	Bid Price	Code	Options	Bid Price
		\$ -	TGK	MAX TRAC TIRES	\$ 215.00
W5H	2020 CREW CAB 4X4 60CA	\$ 2,908.00	X8L	4.88 LIMITED SLIP REAR AXLE	\$ 360.00
	7.3L V8; 10-SPD AUTOMATIV	INCL	90L	POWER WINDOWS AND LOCKS	\$ 1,125.00
	A/C; AM/FM STERIO	INCL	512	SPARE TIRE	\$ 350.00
	VINYL SEATS; RUBBER FLOOR	INCL	67X	XTR HD FRONT SUSPENSION	\$ 125.00
			67X	19,500lb GVWR PKG	\$ 1,155.00

Total of B. Published Options: \$ 6,238.00

Published Option Discount (5%) \$ (311.90)

C. Additional Options [not to exceed 25%]

\$= 0.0 %

Options	Bid Price	Options	Bid Price
RACE RED	COLOR		
120-150 DAYS ESTIMATED	DELIVERY		

Total of C. Unpublished Options: \$ -

D. Floor Plan Interest (for in-stock and/or equipped vehicles):

\$ -

E. Lot Insurance (for in-stock and/or equipped vehicles):

\$ -

F. Subcontractor Equipment Package:

\$ -

G. Additional Delivery Charge: 250 miles

\$ 437.50

H. Subtotal:

\$ 43,153.60

I. Quantity Ordered 1 x K =

\$ 43,153.60

J. Trade in:

\$ -

K. GOODBUY Administrative Fee (\$300 per purchase order)

\$ 300.00

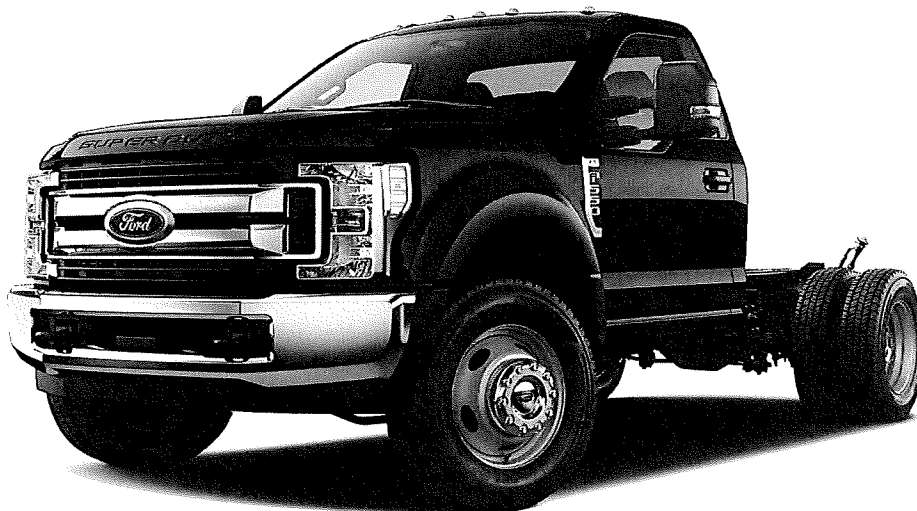
L. TOTAL PURCHASE PRICE INCLUDING GOODBUY FEE

\$ 43,453.60

Prepared for: Steven Boyd, Kerrville Fire Dept.

2020 F-550 Chassis 4x4 SD Crew Cab 179" WB DRW XL (W5H)

Price Level: 40



Client Proposal

Prepared by:
Terry Leggett
Office: 512-930-3673
Quote ID: W5G
Date: 04/24/2020



Mac Haik Ford | 7201 IH-35 North, Georgetown, Texas, 78626
Office: 512-930-3673 | Fax: 512-863-7348

Prepared for: Steven Boyd

Kerrville Fire Dept.

Prepared by: Terry Leggett

04/24/2020



Mac Haik Ford | 7201 IH-35 North Georgetown Texas | 78626

2020 F-550 Chassis 4x4 SD Crew Cab 179" WB DRW XL (W5H)

Price Level: 40 | Quote ID: W5G

Steven Boyd, Kerrville Fire Dept.

Re: Quote ID W5G 04/24/2020

Dear Steven,

Thank you very much for your interest in acquiring a vehicle from our dealership. We concur that your interest is well deserved. We hope that an outstanding product lineup and our dedication to customer service will enhance your ownership experience should you decide to buy a vehicle from us.

Attached, please find additional information that I hope will assist you in making a more informed decision. Please feel free to contact me at any time as I would truly appreciate the opportunity to be of service to you.

Sincerely,

Terry Leggett

Prepared for: Steven Boyd

Kerrville Fire Dept.

Prepared by: Terry Leggett

04/24/2020



Mac Haik Ford | 7201 IH-35 North Georgetown Texas | 78626

2020 F-550 Chassis 4x4 SD Crew Cab 179" WB DRW XL (W5H)

Price Level: 40 | Quote ID: W5G

Table of Contents

Description	Page
Cover Page	1
Cover Letter	2
Table of Contents	3
As Configured Vehicle	4
Warranty	7
Pricing Summary - Single Vehicle	8
Window Sticker	9

Prepared for: Steven Boyd

Kerrville Fire Dept.

Prepared by: Terry Leggett

04/24/2020



Mac Haik Ford | 7201 IH-35 North Georgetown Texas | 78626

2020 F-550 Chassis 4x4 SD Crew Cab 179" WB DRW XL (W5H)

Price Level: 40 | Quote ID: W5G

As Configured Vehicle

Code	Description	MSRP
------	-------------	------

Base Vehicle

W5H	Base Vehicle Price (W5H)	\$47,345.00
-----	--------------------------	-------------

Packages

660A	Order Code 660A	N/C
<i>Includes:</i> - Engine: 7.3L 2V DEVCT NA PFI V8 Gas - Transmission: TorqShift 10-Speed Automatic Includes selectable drive modes: normal, tow/haul, eco, deep sand/snow and slippery. - Wheels: 19.5" x 6" Argent Painted Steel Hub covers/center ornaments not included. - Radio: AM/FM Stereo w/MP3 Player Includes 6 speakers. - SYNC Communications & Entertainment System Includes enhanced voice recognition, 911 Assist, 4.2" LCD center stack screen, AppLink, 1 smart-charging USB-C port and steering wheel audio controls.		

Powertrain

99N	Engine: 7.3L 2V DEVCT NA PFI V8 Gas	Included
44G	Transmission: TorqShift 10-Speed Automatic <i>Includes selectable drive modes: normal, tow/haul, eco, deep sand/snow and slippery.</i>	Included
X8L	Limited Slip w/4.88 Axle Ratio	\$360.00
68M	GVWR: 19,500 lb Payload Plus Upgrade Package <i>Includes upgraded frame, rear-axle and low deflection/high capacity springs. Increases max RGAWR to 14, 706. Note: See Order Guide Supplemental Reference for further details on GVWR.</i>	\$1,155.00

Wheels & Tires

TGK	Tires: 225/70Rx19.5G BSW Traction (TGK) <i>Includes 4 traction tires on the rear and 2 traction tires on the front. Not recommended for over the road applications; could incur irregular front tire wear and/or NVH.</i>	\$215.00
64Z	Wheels: 19.5" x 6" Argent Painted Steel <i>Hub covers/center ornaments not included.</i>	Included
512	Spare Tire, Wheel & Jack Required in Rhode Island. <i>Excludes carrier.</i> <i>Includes:</i> - 6-Ton Hydraulic Jack	\$350.00

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for: Steven Boyd

Kerrville Fire Dept.

Prepared by: Terry Leggett

04/24/2020

Mac Haik Ford | 7201 IH-35 North Georgetown Texas | 78626

**2020 F-550 Chassis 4x4 SD Crew Cab 179" WB DRW XL (W5H)**

Price Level: 40 | Quote ID: W5G

As Configured Vehicle (cont'd)

Code	Description	MSRP
Seats & Seat Trim		
L	Vinyl 40/Mini-Console/40 Front Seat <i>Includes driver's side manual lumbar.</i>	\$355.00
Other Options		
PAINT	Monotone Paint Application	STD
179WB	179" Wheelbase	STD
STDRD	Radio: AM/FM Stereo w/MP3 Player <i>Includes 6 speakers.</i> <i>Includes:</i> - SYNC Communications & Entertainment System <i>Includes enhanced voice recognition, 911 Assist, 4.2" LCD center stack screen, AppLink, 1 smart-charging USB-C port and steering wheel audio controls.</i>	Included
90L	Power Equipment Group <i>Deletes passenger side lock cylinder. Includes upgraded door-trim panel.</i> <i>Includes:</i> - Accessory Delay - Advanced Security Pack <i>Includes SecuriLock Passive Anti-Theft System (PATS) and inclination/intrusion sensors.</i> - Folding Trailer Tow Mirrors w/Power Heated Glass <i>Includes manual telescoping, heated convex spotter mirror and integrated clearance lamps/turn signals.</i> - MyKey <i>Includes owner controls feature.</i> - Power Front & Rear Side Windows <i>Includes 1-touch up/down driver/passenger window.</i> - Power Locks - Remote Keyless Entry	\$1,125.00
67P	Extra Heavy-Duty Front End Suspension - 7,500 GAWR <i>Includes upgraded front axle and max 7,500 lbs. Front springs/GAWR rating for configuration selected. Incomplete vehicle package - requires further manufacture and certification by a final stage manufacturer.</i>	\$285.00
61J	6-Ton Hydraulic Jack	Included
62R	Transmission Power Take-Off Provision <i>Includes transmission mounted live drive and stationary mode PTO.</i>	\$280.00
18B	Platform Running Boards	\$445.00
Emissions		
425	50-State Emissions System	STD

Interior Colors

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for: Steven Boyd

Kerrville Fire Dept.

Prepared by: Terry Leggett

04/24/2020



Mac Haik Ford | 7201 IH-35 North Georgetown Texas | 78626

2020 F-550 Chassis 4x4 SD Crew Cab 179" WB DRW XL (W5H)

Price Level: 40 | Quote ID: W5G

As Configured Vehicle (cont'd)

Code	Description	MSRP
LS_01	Medium Earth Gray	N/C
Primary Colors		
PQ_01	Race Red	N/C
General Info		
ORDER1	Initial Order Date: 08/14/2019	N/C
Upfit Options		
F550 LIFT	4' LIFT WITH TIRES 4' LIFT WITH TIRES AND WHEELS!!	\$10,900.00
SUBTOTAL		\$62,815.00
Destination Charge		\$1,695.00
TOTAL		\$64,510.00

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for: Steven Boyd

Kerrville Fire Dept.

Prepared by: Terry Leggett

04/24/2020



Mac Haik Ford | 7201 IH-35 North Georgetown Texas | 78626

2020 F-550 Chassis 4x4 SD Crew Cab 179" WB DRW XL (W5H)

Price Level: 40 | Quote ID: W5G

Warranty

Standard Warranty

Basic

Distance	36,000 miles	Months	36 months
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Powertrain

Distance	60,000 miles	Months	60 months
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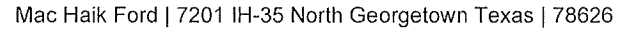
Corrosion Perforation

Distance	Unlimited miles	Months	60 months
----------	-----------------	--------	-----------

Roadside Assistance

Distance	60,000 miles	Months	60 months
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Kerrville Fire Dept.
Prepared by: Terry Leggett
04/24/2020



Price Level: 40 | Quote ID: W5G

INVOICE

Base Vehicle Price	\$47,345.00	\$44,978.00
Options & Colors	\$4,570.00	\$4,159.00
Upfitting	\$10,900.00	\$8,500.00
Fuel Charge	\$0.00	\$0.00
Destination Charge	\$1,695.00	\$1,695.00

\$64,510.00	\$59,332.00
-------------	-------------

Code	Description		
GPC	Government Pricing Concession	-\$4,800.00	-\$4,800.00

Total	\$59,710.00	\$54,532.00
-------	-------------	-------------

Acceptance Date

8

Prepared for: Steven Boyd

Kerrville Fire Dept.

Prepared by: Terry Leggett

04/24/2020



Mac Haik Ford | 7201 IH-35 North Georgetown Texas | 78626

2020 F-550 Chassis 4x4 SD Crew Cab 179" WB DRW XL (W5H)

Price Level: 40 | Quote ID: W5G

Major Equipment

(Based on selected options, shown at right)

7.3L V-8 OHV w/SMPI 350hp

TorqShift 10 speed automatic w/OD

* 4-wheel ABS

* Traction control

* Battery with run down protection

* Air conditioning

* AM/FM stereo with seek-scan, external memory control

* Daytime running

* Variable intermittent wipers

* Dual front airbags

* SecurILock immobilizer

* Message Center

* Reclining front bucket seats

* Vinyl seats

* Audio control on steering wheel

* Rear axle capacity: 14706 lbs.

* Rear spring rating: 15000 lbs.

* Frame Yield Strength 50000 psi

* Axle to end of frame: 47.2"

Fuel Economy***As Configured Vehicle***

STANDARD VEHICLE PRICE \$47,345.00

Order Code 660A N/C

Monotone Paint Application STD

179" Wheelbase STD

50-State Emissions System STD

GVWR: 19,500 lb Payload Plus Upgrade Package \$1,155.00

Limited Slip w/4.88 Axle Ratio \$360.00

Tires: 225/70Rx19.5G BSW Traction (TGK) \$215.00

Spare Tire, Wheel & Jack \$350.00

Vinyl 40/Mini-Console/40 Front Seat \$355.00

Power Equipment Group \$1,125.00

Extra Heavy-Duty Front End Suspension - 7,500 GAWR \$285.00

Transmission Power Take-Off Provision \$280.00

Platform Running Boards \$445.00

Initial Order Date: 08/14/2019 N/C

Race Red N/C

Medium Earth Gray N/C

Engine: 7.3L 2V DEVCT NA PFI V8 Gas Included

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for: Steven Boyd
Kerrville Fire Dept.
Prepared by: Terry Leggett
04/24/2020



Mac Haik Ford | 7201 IH-35 North Georgetown Texas | 78626

2020 F-550 Chassis 4x4 SD Crew Cab 179" WB DRW XL (W5H)

Price Level: 40 | Quote ID: W5G

Major Equipment

City
N/A



Hwy
N/A

As Configured Vehicle	MSRP
Transmission: TorqShift 10-Speed Automatic	Included
Wheels: 19.5" x 6" Argent Painted Steel	Included
Radio: AM/FM Stereo w/MP3 Player	Included
SYNC Communications & Entertainment System	Included
6-Ton Hydraulic Jack	Included
Accessory Delay	Included
Advanced Security Pack	Included
Folding Trailer Tow Mirrors w/Power Heated Glass	Included
MyKey	Included
Power Front & Rear Side Windows	Included
Power Locks	Included
Remote Keyless Entry	Included
SUBTOTAL	\$51,915.00
Destination Charge	\$1,695.00
TOTAL	\$53,610.00

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



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

SUBJECT: Briefing and possible action as to the City's ongoing preparedness and response to COVID-19 (Coronavirus).

AGENDA DATE OF: July 28, 2020

DATE SUBMITTED: May 13, 2020

SUBMITTED BY: Shelley McElhannon

EXHIBITS:

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

PAYMENT TO BE MADE TO: N/A

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

SUMMARY STATEMENT:

On-going responsiveness to changing conditions and situations.

RECOMMENDED ACTION:

Actions for the preparedness and response to COVID-19 (Coronavirus) circumstances.



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

SUBJECT: Declaration of local state of disaster due to a public health emergency,
March 20, 2020.

AGENDA DATE OF: July 28, 2020

DATE SUBMITTED: Jul 20, 2020

SUBMITTED BY: Shelley McElhannon

EXHIBITS: [20200728_Disaster Declaration_REVISED #2_031920 EXECUTED RESO 06-2020.pdf](#)

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

PAYMENT TO BE MADE TO: N/A

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

SUMMARY STATEMENT:

Review the Disaster Declaration revised March 20, 2020. Requested by Councilmember Gary Cochrane.

RECOMMENDED ACTION:

Review declaration.

**CITY OF KERRVILLE, TEXAS
RESOLUTION NO. 06-2020**

**A RESOLUTION AUTHORIZED BY SECTION
418.108(B) OF THE TEXAS GOVERNMENT CODE
EXTENDING THE MAYOR'S DECLARATION THAT
COVID-19 (CORONAVIRUS) POSES AN IMMINENT
THREAT OF DISASTER WITHIN THE CITY OF
KERRVILLE AND DECLARING A STATE OF
DISASTER WITHIN THE CITY**

WHEREAS, on March 16, 2020, Mayor Bill Blackburn, acting in accordance with authority granted to him under the City's Charter and under Section 418.108(a) of the Texas Government Code, declared a local state of disaster ("disaster declaration") for the City due to concerns related to the coronavirus disease 2019 (COVID-19); and

WHEREAS, the Mayor revised and reissued the disaster declaration on March 18, 2020 to account for new information and health recommendations; and

WHEREAS, the Mayor, again taking into account new information and recommendations from federal, state, and local authorities and experts, which included the order issued on March 19, 2020, by Texas Governor Greg Abbot, has revised and reissued the disaster declaration, said declaration attached hereto as **Exhibit A** and dated March 20, 2020; and

WHEREAS, Section 418.108(b) of the Texas Government Code provides that the disaster declaration may not be continued for a period of more than seven days except with the consent of City Council; and

WHEREAS, the conditions necessitating the disaster declaration will continue to exist for a period of more than seven days; and

WHEREAS, City Council supports the disaster declaration signed by Mayor Bill Blackburn on March 16, 2020, as revised, and consents to its continuation for a period of more than seven days;

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

City Council hereby ratifies the disaster declaration signed by Mayor Bill Blackburn on March 16, 2020, as revised, and consents to its continuation indefinitely, or until such time as it is terminated by order of the Council. Said declaration is attached hereto as **Exhibit A**.

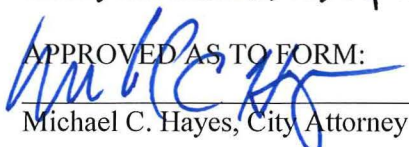
PASSED AND APPROVED ON this the 20 day of MARCH, A.D., 2020.

ATTEST:


Shelley McElhannon, City Secretary


Bill Blackburn, Mayor

APPROVED AS TO FORM:


Michael C. Hayes, City Attorney

REVISED 3/20/20

DECLARATION OF LOCAL STATE OF DISASTER DUE TO A PUBLIC HEALTH EMERGENCY

**A DECLARATION OF THE MAYOR OF THE CITY OF
KERRVILLE, TEXAS, DECLARING THAT COVID-19
(CORONAVIRUS) POSES AN IMMINENT THREAT OF
DISASTER WITHIN THE CITY OF KERRVILLE AND
DECLARING A STATE OF DISASTER WITHIN THE CITY; AND
PROVIDING AN EFFECTIVE DATE**

WHEREAS, the City of Kerrville, Texas (the "City") on the 16th day of March 2020, continues to prepare for widespread or severe damage, injury, or loss of life resulting from the novel coronavirus (COVID-19), which has been recognized globally as a contagious respiratory virus; and

WHEREAS, it is critical that the City now and immediately take additional steps to prepare for, respond to, and mitigate the spread of COVID-19 to protect the health and welfare of the public; and

WHEREAS, declaring a state of disaster will facilitate and expedite the use and deployment of resources to enhance the City's ongoing preparedness, response, and mitigation to COVID-19; and

WHEREAS, on March 13, 2020, the Governor of the State of Texas certified that COVID-19 poses an imminent threat of disaster and declared a state of disaster for all counties in Texas and has continued to issue orders in an effort to mitigate said disaster; and

WHEREAS, the Texas Department of State Health Services ("DSHS") has now determined that, as of March 19, 2020, COVID-19 represents a public health disaster within the meaning of Chapter 81 of the Texas Health and Safety Code; and

WHEREAS, the Mayor urges all citizens of Kerrville and this community to continue to monitor government websites such as the Centers of Disease Control and Prevention ("CDC"), DSHS, and the Texas Governor as well as news sources in an attempt to remain aware and vigilant about the spread of COVID-19 and the rapidly evolving situation; and

WHEREAS, the Mayor, in consultation with national, state, and local experts has determined that extraordinary measures must be taken to prepare for, respond to, and to mitigate the spread of COVID-19 and its impact to the public health and welfare;

2020-B COVID-19

NOW, THEREFORE, BE IT PROCLAIMED BY THE MAYOR OF KERRVILLE:

SECTION ONE. Declaration of Local State of Disaster. A local state of disaster ("disaster declaration") is hereby declared for the City of Kerrville, Texas, pursuant to Section 418.108(a), Texas Government Code.

SECTION TWO. Duration of Local State of Disaster. Pursuant to Section 418.108(b), Texas Government Code, the state of disaster shall continue for a period of not more than seven days from the date of this declaration unless continued or renewed by Kerrville City Council.

SECTION THREE. Publicity and Filing. Pursuant to Section 418.108(c), Texas Government Code, this declaration of a local state of disaster shall be given prompt and general publicity and shall be filed promptly with the City Secretary, to include posting it on the City's website.

SECTION FOUR. Activation of the City Emergency Management Plan. Pursuant to Section 418.108(d), Texas Government Code, this declaration of a local state of disaster activates the City's Emergency Management Plan.

SECTION FIVE. City-owned Facilities. Events greater than 10 persons shall cease at all public facilities owned or operated by the City ("Facilities"). The City Manager is hereby authorized to close any and all Facilities.

SECTION SIX. Gatherings Greater than 10 Persons. City recommends that any public or private gatherings of 10 or more people in a single indoor or enclosed (by fence, physical barrier, or other structure) outdoor location be canceled until further notice. Special consideration should be given to postpone or cancel events of 10 persons or more that would include any population at severe risk of severe illness. The population at the greatest risk is anyone over the age of 65 and/or those with severe medical conditions as defined by CDC guidelines. In any event, the sponsoring organization should make that determination in conjunction with the facility's staff and shall comply with orders issued by the federal or state government as to changes or guidance concerning these restraints.

SECTION SEVEN. Care Facilities. Nursing homes and senior living centers should limit and/or regulate the visitation of the public within their facilities and/or do whatever is necessary to comply with orders issued by federal and state authorities.

SECTION EIGHT. Other Measures for Protection. Pursuant to Section 122.006, Texas Health and Safety Code, City is authorized to adopt rules to protect the health of persons within the City, including quarantine rules to protect its

residents against communicable disease and provide for establishment of quarantine stations, emergency hospitals and other hospitals.

SECTION NINE. Audience and presenter social distancing; public testimony and public hearing input. City Council meetings may be delayed, rescheduled, or conducted in accordance with alternate measures as permitted by law. To reduce the chance of COVID-19 transmission, the City shall hold its public meetings in a manner intended to separate, to the maximum practical extent, audience and presenters from personal contact with other members of the community, City Council and other Board and Commission members, and City staff. Public testimony and public hearing input for public comment and on all items on the agenda at public meetings of the City Council and City Boards and Commissions shall be provided in a manner that best serves these purposes, but balancing the right of a person to make a public statement, orally and in person or in writing but keeping in mind the public health and safety. The City shall establish and provide notice of its *Council Meeting Procedures during Disaster Period* and shall also provide notice on its website of the meeting schedule for City Council.

SECTION TEN. Municipal Court. All non-essential court proceedings in the City's Municipal Court are postponed. All such proceedings will be rescheduled following the term of this Order. No fine, penalty, or punishment shall issue against a party because of the postponement ordered herein. Municipal Court shall continue to hear all proceedings deemed essential by the state Office of Court Administration, including search and arrest warrant requests, arraignments, criminal magistration proceedings, and requests for temporary restraining orders.

SECTION ELEVEN. City Boards. All City Board, Committee, and Commission meetings are suspended through the term of this order, with the exception of the Planning and Zoning Commission, which shall meet only to consider applications subject to state law-imposed deadlines. The City shall not accept any development applications, variance applications, certificate of appropriateness applications, or administrative appeals requiring approval from the Planning and Zoning Commission, Zoning Board of Adjustment, or City Council shall be accepted for the term of this Order.

SECTION TWELVE. City Manager Authority. The City Manager, or designee, is authorized to take the following actions, but shall provide notice of such to City Council following such action:

- a. make application for local, state, and federal assistance as necessary and/or applicable;
- b. accept on behalf of the City services, gifts, grants, equipment, supplies, and/or materials from private, nonprofit, or government sources;

c. terminate or suspend any event that is or may negatively impact the health, safety, and welfare of persons within the City;

d. approve individual purchases up to \$500,000.00 for general expenditures, which includes: fees, professional services, personal services, and other categories exempted from the bid process by the Local Government Code Section 252.022; and

e. suspend disconnections and fees related to the City's provision of utility services.

SECTION THIRTEEN. Limitation of Declaration. This declaration and orders does not extend to law enforcement activities, emergency responses, court operations to include jury operations, and to all school districts or private school facilities within the City.


SECTION FOURTEEN. Effective Date. This proclamation shall take effect immediately from and after its issuance. This disaster declaration supersedes all previous declarations on this matter.

ORDERED and REVISED this the 20 day of March, 2020.

THE CITY OF KERRVILLE, TEXAS


Bill Blackburn, Mayor

APPROVED AS TO FORM:


Michael C. Hayes, City Attorney

ATTEST:


Shelley McEnannon, City Secretary



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

SUBJECT: Financial update for the month ended June 30, 2020.

AGENDA DATE OF: July 28, 2020

DATE SUBMITTED: Jul 21, 2020

SUBMITTED BY: Amy Dozier

EXHIBITS: [20200728_Presentation_June Financial Presentation.pdf](#)

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

PAYMENT TO BE MADE TO: N/A

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

SUMMARY STATEMENT:

See the attached presentation regarding financial results through June 30, 2020.

RECOMMENDED ACTION:

No action required; information only.



Financial update for the month ended June 30, 2020

**City Council Meeting
July 28, 2020**





Updated FY2020 Projection

	Original Budget	April Projection	July Projection	Difference from Budget	Difference from April Projection
Revenues:					
Property Tax	9,922,412	9,906,826	9,945,458	23,046	38,632
Sales Tax	7,470,865	6,588,607	7,311,078	(159,787)	722,471
EMS	2,825,400	2,358,217	2,133,422	(691,978)	(224,795)
Municipal Court	592,600	186,915	232,412	(360,188)	45,497
Recreation Revenue	664,728	389,634	479,001	(185,727)	89,367
All Other	7,286,073	7,077,162	7,090,716	(195,356)	13,554
TOTAL	28,762,077	26,507,361	27,192,087	(1,569,990)	684,726

Revised sales tax assumptions – Less than budget by:

Actual May (March sales): 8%

Actual June (April sales): BETTER THAN BUDGET BY 7%

Actual July (May sales): BETTER THAN BUDGET BY 15%

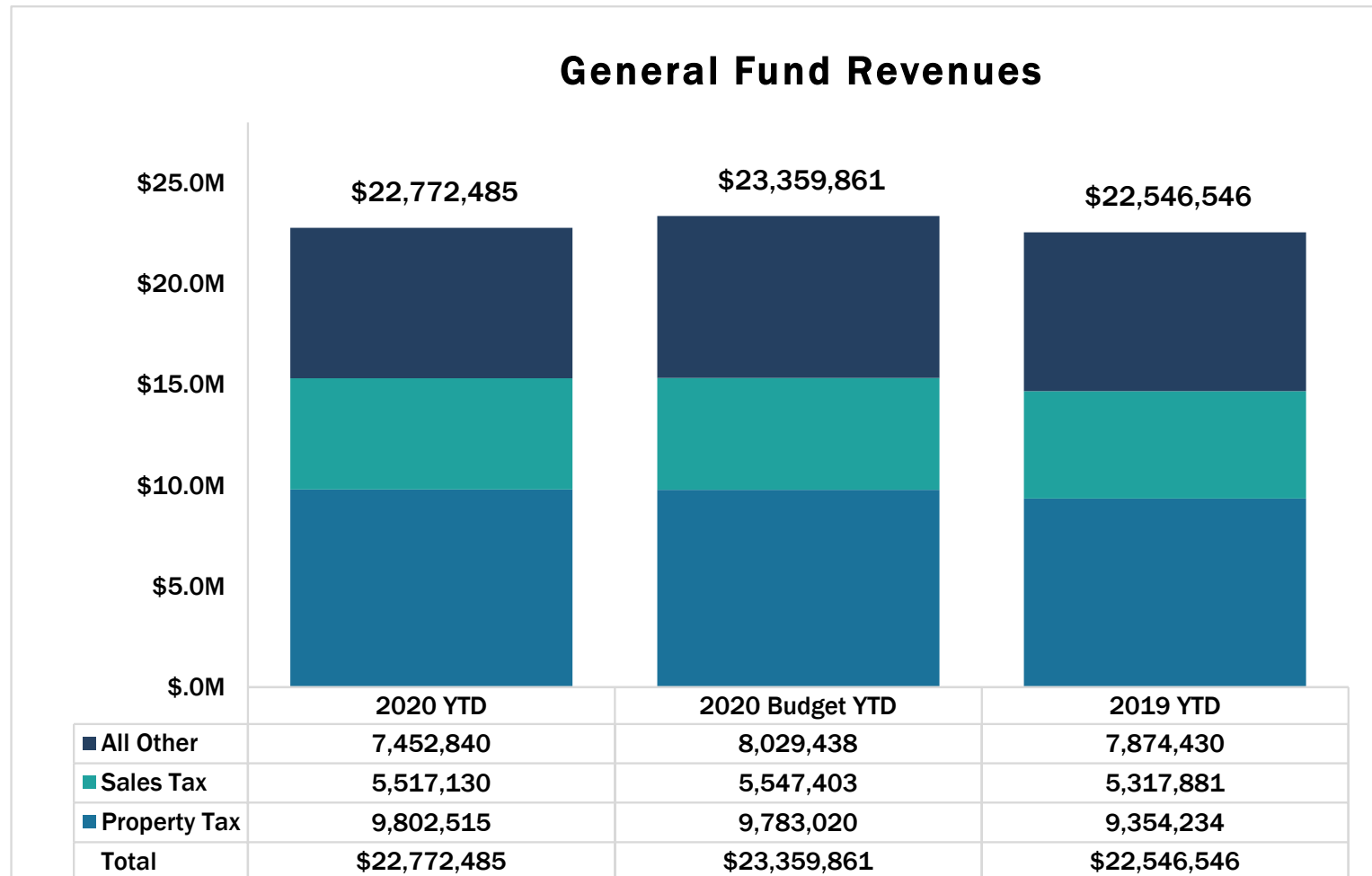
Aug (June sales): 10%

Sept (July sales): 10%

General Fund Summary

Fund	Total FY2020 Budget	Year to Date FY2020 Budget	Year to Date FY2020 Actual	Better / (Worse) than Budget	Year to Date FY2019 Actual	Change from FY2019
General Fund						
Revenues						
Property Tax	\$ 9,922,412	\$ 9,783,020	\$ 9,802,515	\$ 19,495	\$ 9,354,234	\$ 448,280
Sales Tax	7,470,865	5,547,403	5,517,130	(30,273)	5,317,881	199,249
Other Revenue	11,368,800	8,029,438	7,452,840	(576,598)	7,874,430	(421,589)
Total Revenue	28,762,077	23,359,861	22,772,485	(587,376)	22,546,546	225,940
Expenditures	28,762,077	20,600,565	18,892,584	1,707,981	19,807,222	(914,639)
Net	\$ -	\$ 2,759,297	\$ 3,879,901	\$ 1,120,604	\$ 2,739,323	\$ 1,140,578

General Fund Revenues





General Fund Revenues

EMS Revenue

- YTD - \$280K lower than budget
- June base charges down 31% compared to June 2019
- Billable incidents down 14% YTD

Recreation Revenue

- Strong occupancy and future reservation activity at KSP
- Swim lessons are 77% full

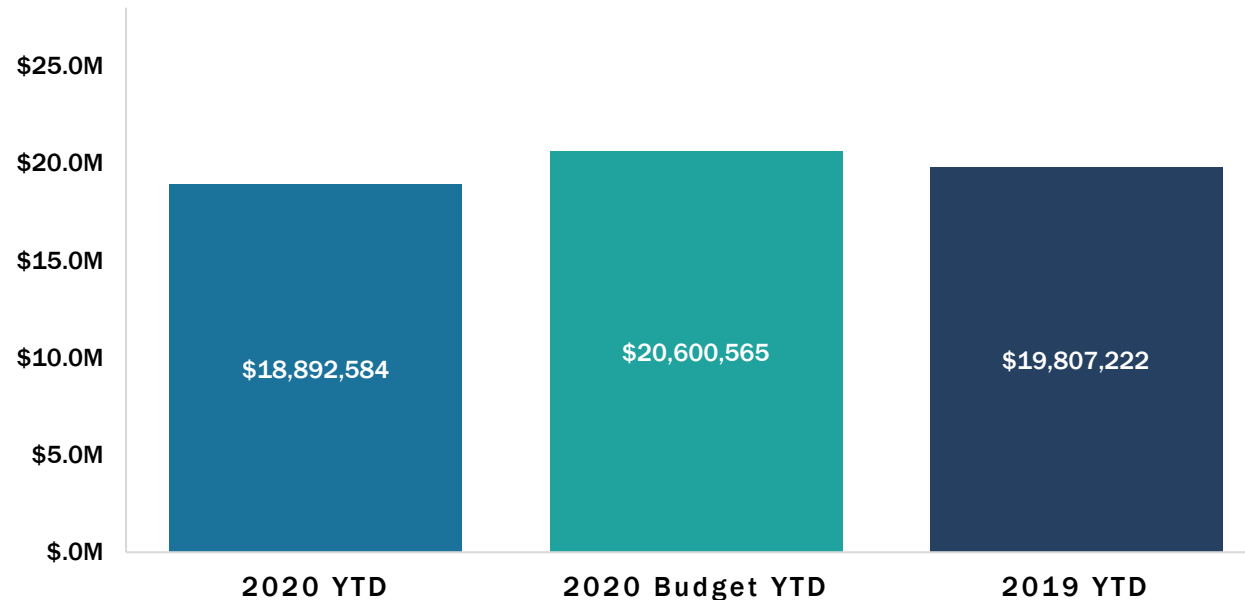
Municipal Court

- Court proceedings resumed on June 10th
- June 2020 revenue 28% lower than June 2019



General Fund Expenditures

General Fund Expenditures

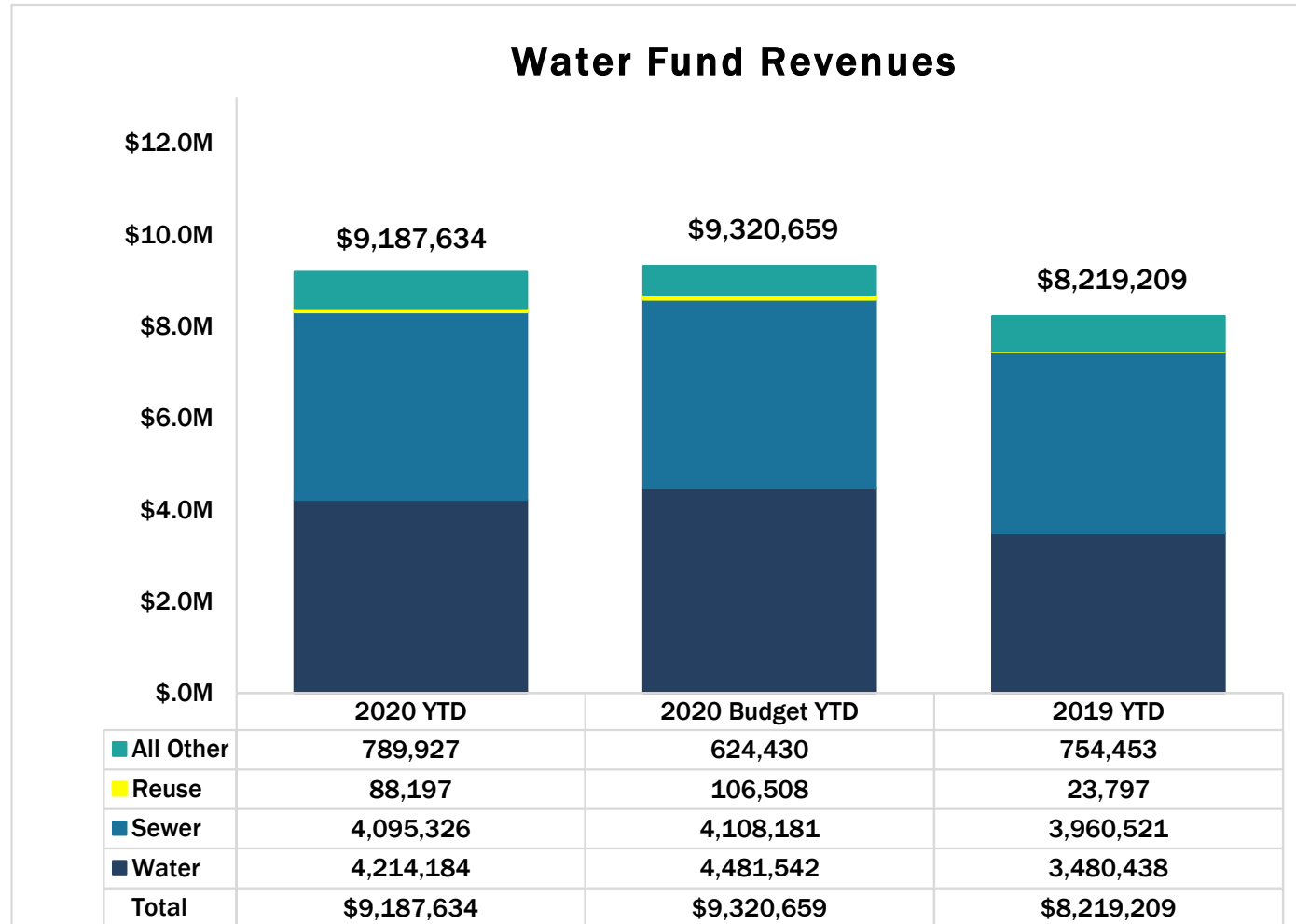


- **Vacancies in Parks, Police, Fire, Engineering, IT**
- **Reduced paving expense**
- **No travel, reduced training**
- **Reduced supplies and equipment – especially Police and Parks**

Water Fund Summary

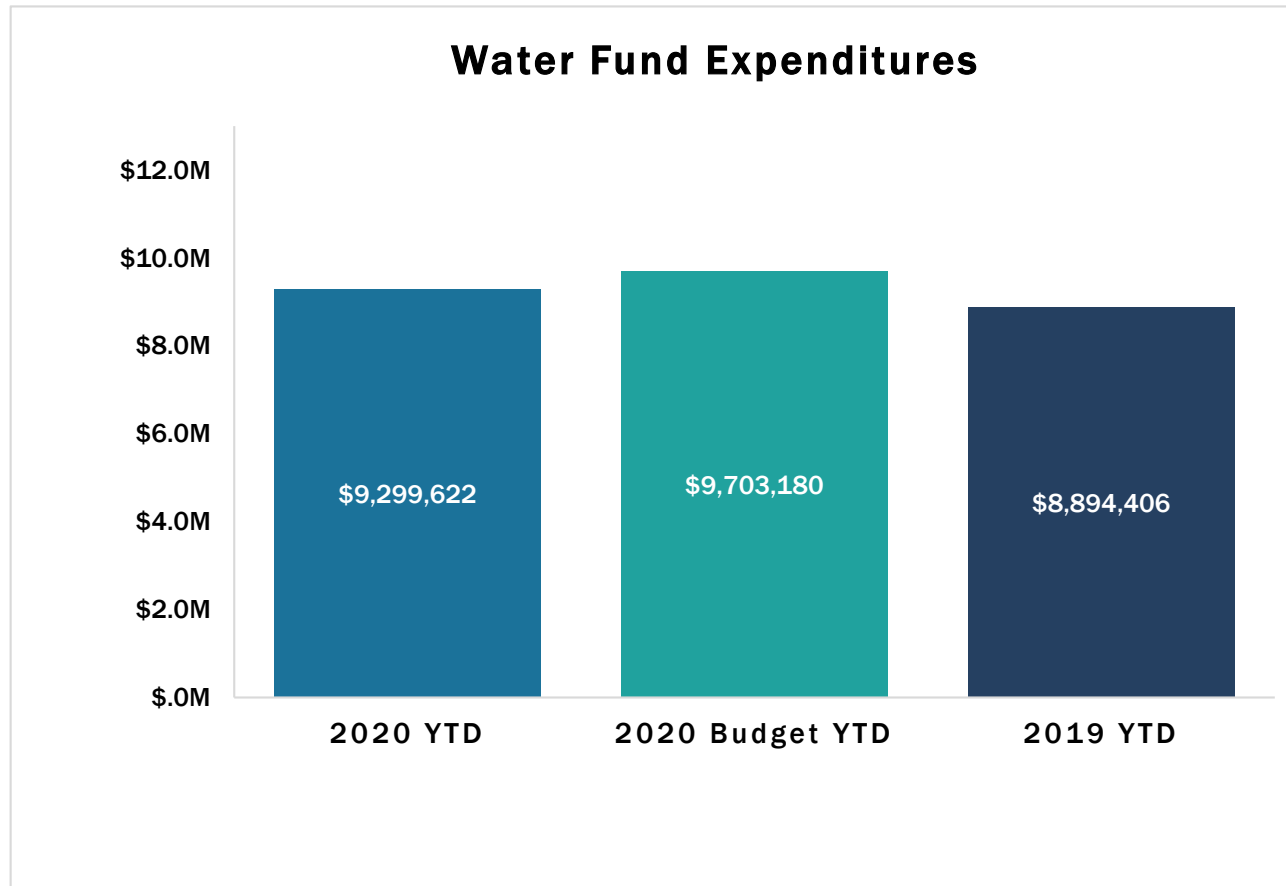
Fund	Total FY2020 Budget	Year to Date FY2020 Budget	Year to Date FY2020 Actual	Better / (Worse) than Budget	Year to Date FY2019 Actual	Change from FY2019
Water Fund						
Revenues						
Water Sales	\$ 6,487,507	\$ 4,481,542	\$ 4,214,184	\$ (267,357)	\$ 3,480,438	\$ 733,746
Sewer Sales	5,525,753	4,108,181	4,095,326	(12,855)	3,960,521	134,804
Reuse Sales	154,181	106,508	88,197	(18,310)	23,797	64,400
Other Revenue	868,153	624,430	789,927	165,498	754,453	35,474
Total Revenue	13,035,594	9,320,659	9,187,634	(133,025)	8,219,209	968,425
Expenditures	13,035,594	9,703,180	9,299,622	403,559	8,894,406	405,216
Net	\$ -	\$ (382,521)	\$ (111,987)	\$ 270,534	\$ (675,197)	\$ 563,209

Water Fund Revenues



- **Commercial consumption still lower than budget. Schools remain closed. Other commercial establishments are partially reopen.**
- **Irrigation lower than budget**
- **8 days of rain in May totaling 6.3 inches**

Water Fund Expenditures



- **Vacancies in Wastewater Collections, Water Distribution**
- **Reduced maintenance, supplies expense**
- **No contingency spending for large repairs this year**

Other Funds Summary

Fund	Total FY2020 Budget	Year to Date FY2020 Budget	Year to Date FY2020 Actual	Better / (Worse) than Budget	Year to Date FY2019 Actual	Change from FY2019
Development Services Fund						
Revenues						
Permits & Fees	\$ 688,870	\$ 551,653	\$ 725,291	\$ 173,639	\$ 341,508	\$ 383,784
Transfer In	237,422	178,066	178,066	-	531,516	(353,450)
Total Revenue	926,292	729,719	903,357	173,639	873,023	30,334
Expenditures	926,292	689,624	647,943	41,681	977,263	(329,320)
Net	-	40,094	255,415	215,320	(104,240)	359,655
Golf Fund						
Revenues						
Recreation	917,537	656,776	551,426	(105,350)	574,785	(23,359)
Transfer In	80,000	52,500	52,500	-	52,500	-
Total Revenue	997,537	709,276	603,926	(105,350)	627,285	(23,359)
Expenditures	997,537	714,276	656,129	58,146	688,981	(32,852)
Net	-	(5,000)	(52,203)	(47,203)	(61,696)	9,493
Hotel Occupancy Tax Fund						
Revenues	1,458,500	1,026,254	781,897	(244,356)	1,024,642	(242,745)
Expenditures	1,458,500	1,063,469	901,582	161,887	898,041	3,541
Net	\$ -	\$ (37,215)	\$ (119,684)	\$ (82,469)	\$ 126,601	\$ (246,286)



Fund Analysis

Development Services Fund

- Revenues continue better than budget due to major projects (HEB, KISD, The Landing, Arcadia, Starbucks, etc.)
- Highest FY2020 monthly # for building permits issued

Golf Fund

- Hosted 2 tournaments in June
- Rounds & green fees up compared to June 2019

Hotel Occupancy Tax Fund

- June revenue represents May stays
- June occupancy tax down 47% compared to June 2019
- Expecting a net loss for the year of approximately \$150K

Real Estate Update

Description	June 2020	June 2019	% change
Median Price	\$ 264,900	\$ 257,500	2.9%
Average Price	\$ 318,776	\$ 297,047	7.3%
# of residential properties sold	45	34	32.4%
\$ of residential properties sold	\$ 14,344,900	\$ 10,099,590	42.0%
YTD # of residential properties sold	327	349	-6.3%
YTD \$ of residential properties sold	\$ 96,303,336	\$ 95,521,717	0.8%

- **June was a very busy month for home sales**
- **Significant increase in volume from June 2019**
- **Increase in both median and average price**



Council Questions or Comments?

