

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

**TUESDAY, JULY 27, 2021, 6:00 P.M.**

**CITY HALL COUNCIL CHAMBERS**

**701 MAIN STREET, KERRVILLE, TEXAS**

### **The Community Vision**

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

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



Kerrville2050



CITY COUNCIL AGENDA  
JULY 27, 2021, 6:00 PM  
CITY HALL COUNCIL CHAMBERS  
701 MAIN STREET, KERRVILLE, TEXAS



*Citizens may speak to the City Council on posted agenda items. Prior to speaking, each speaker must fill out the speaker request form and submit it to the City Secretary. The speaker request form must be submitted before the item is called or read into record. Each speaker is limited to four minutes.*

**CALL TO ORDER:**

**INVOCATION AND PLEDGE OF ALLEGIANCE:**

*Led by Mayor Bill Blackburn.*

**1 ANNOUNCEMENTS OF COMMUNITY INTEREST:**

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

**2 VISITORS/CITIZENS FORUM:**

*Any citizen with business not scheduled on the agenda may speak to the City Council. Prior to speaking, each speaker must fill out the speaker request form and give it to the City Secretary. The speaker request form must be submitted to the City Secretary before the item is called or read into record. City Council may not discuss or take any action on an item but may place the issue on a future agenda. Each speaker is limited to four minutes.*

**3 CONSENT AGENDA:**

*These items are considered routine and can be approved in one motion unless a Councilmember asks for separate consideration of an item. It is recommended that 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:*



3.A. Construction Agreement with Viking Construction, Inc. for 2021 Slurry Seal project (street repairs) in the amount of \$267,949.00.

Attachments:

[20210727\\_Bid\\_2021 Slurry Seal.pdf](#)

[20210727\\_Letter\\_2021 Slurry Seal Recommendation of Award.pdf](#)



3.B. Purchase and installation of artificial turf in select areas at the Kerrville Sports Complex, with Tarkett USA, Inc., in the amount of \$125,481.29.

Attachments:

[20210727\\_Bid\\_Tarkett USA Artificial turf Kerrville Sports Complex.pdf](#)

3.C. Minutes for the City Council workshop held July 13, 2021.

Attachments:

[20210727\\_Minutes\\_Council workshop 7-13-21 4pm.pdf](#)

3.D. Minutes for the City Council meeting held July 13, 2021.

Attachments:

[20210727\\_Minutes\\_Council regular meeting 7-13-21 6pm.pdf](#)

3.E. Minutes for the Kerrville City Council and Kerrville Convention and Visitors Bureau annual budget meeting held July 15, 2021.

Attachments:

[20210727\\_Minutes\\_Council-CVB annual budget workshop 7-15-21.pdf](#)

3.F. Minutes for the City Council workshop held July 20, 2021.

Attachments:

[20210727\\_Minutes\\_Council workshop 7-20-21 budget 10am.pdf](#)

**END OF CONSENT AGENDA.**

**4 ORDINANCES, SECOND READING:**

4.A. Ordinance No. 2021-16, second reading. An Ordinance amending Ordinance No. 2020-19, which created a Planned Development District (PDD) pursuant to Chapter 60 of the Code of Ordinances, City of Kerrville, Texas, such chapter more commonly known as the City's Zoning Code; by changing the zoning and classification of a portion of the property, such property being Lot 2-A, Block 1, Martin Addition, a Subdivision within the City of Kerrville, Texas, and more commonly known as 3008 Riverside Drive; from being part of the PDD to a Single-Family Residential (R-1) Zoning District.

Attachments:

[20210727\\_Ordinance\\_2021-16 Zoning Code 2008 Riverside Drive second reading.pdf](#)



4.B. Ordinance No. 2021-17, second reading. An Ordinance annexing an approximate 5.556 acre tract of land, said tract out of the James H. Cocke Survey No. 144, Abstract No. 95; the Thomas L. Waddell Survey No. 145, Abstract No. 354; and a portion that exists as part of Lehmann Dr. N., a Kerr county road; into the corporate limits of the City of Kerrville, Texas; said tract being located within the extraterritorial jurisdiction of the City of Kerrville, Texas, Kerr County, Texas; and more commonly known as 160 and 170 Lehmann Drive; further describing the property to be annexed; adopting a service agreement for the property annexed; and establishing the zoning for the property annexed.

Attachments:

[20210727\\_Ordinance\\_2021-17 Annex 160 170 Lehmann Drive second reading.pdf](#)

**5A CONSIDERATION AND POSSIBLE ACTION:**

5.A. Resolution No. 35-2021. A Resolution providing for the City's approval or disapproval of the Kerr Central Appraisal District's Fiscal Year 2022 budget.

Attachments:

[20210727\\_Resolution\\_35-2021 Approval or Disapproval of Kerr Central Appraisal Districts FY2022.pdf](#)

[07272021\\_KCAD 2022 Adopted Budget.pdf](#)

[07272021\\_KCAD BUDGET SUMMARY PRESENTATION.pdf](#)

5.B. Resolution No. 34-2021. 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 2022.

Attachments:

[20210727\\_Resolution\\_34-2021 Transfer of funds to Employee Benefit Trust FY2022.pdf](#)

5.C. Review of Declaration of local state of disaster due to a public health emergency, March 20, 2020.

Attachments:

[20200922\\_Resolution\\_16-2020 Extending Mayor's Disaster Declaration Covid-19 7-28-20.pdf](#)

**6 INFORMATION & DISCUSSION:**

6.A. Financial Update through June 30, 2021.

Attachments:

[07272020\\_July Financial Update.pdf](#)

**7 ITEMS FOR FUTURE AGENDAS:**

*City Council may suggest items or topics for future agendas.*

## **8      EXECUTIVE SESSION:**

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

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

### **ADJOURN.**

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The facility is wheelchair accessible, and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this event. Please contact the City Secretary's Office at 830-257-8000 for further information. I hereby certify that this agenda was posted as notice of the meeting on the bulletin board at the City Hall of the City of Kerrville, Texas, and on the City's website on the following date and time: July 23, 2021 at 3:30 p.m. and remained posted continuously for at least 72 hours preceding the scheduled time of the meeting.

Shelley McElhannon

Shelley McElhannon, City Secretary, City of Kerrville, Texas

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Modified 7/26/21 3:30 pm Shelley McElhannon, City Secretary

Revised 7/27/21 3:00 pm Shelley McElhannon, City Secretary



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

**SUBJECT:** Construction Agreement with Viking Construction, Inc. for 2021 Slurry Seal project (street repairs) in the amount of \$267,949.00.

**AGENDA DATE OF:** July 27, 2021      **DATE SUBMITTED:** Jul 16, 2021

**SUBMITTED BY:** Kyle Burow

**EXHIBITS:** [20210727\\_Bid\\_2021 Slurry Seal.pdf](#)  
[20210727\\_Letter\\_2021 Slurry Seal Recommendation of Award.pdf](#)

<b>Expenditure Required:</b>	<b>Remaining Budget Balance in Account:</b>	<b>Amount Budgeted:</b>	<b>Account Number:</b>
\$267,949.00	\$1,511,255.51	\$1,800,000.00	01-0161-2420

**PAYMENT TO BE MADE TO:** Viking Construction, Inc.

<b>Kerrville 2050 Item?</b>	Yes
<b>Key Priority Area</b>	M - Mobility / Transportation
<b>Guiding Principle</b>	M4. Place a high priority on the maintenance of existing streets
<b>Action Item</b>	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:**

As part of the adopted FY2019 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). 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. The maintenance plan was adopted and the City consulted 6S

Engineering, Inc. to develop construction specifications for the 2021 Street Maintenance project. The scope of this project is to provide slurry seal maintenance method for approximately 10 1/2 lane miles of roadway for Year 2 of the updated Pavement Management Plan. The slurry seal project will complete the yearly street maintenance preceded by the roadway repair maintenance and crack seal to prepare the roads for the slurry seal project to be completed in the September/October time frame. The project was placed for advertisement, the bid opening was held and four bids were received, with Viking Construction, Inc. as the apparent low bid. Staff, along with 6S Engineering, Inc. evaluated the contractor and recommend awarding the base bid contract amount of \$\$267,949.00.

**RECOMMENDED ACTION:**

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

## APPARENT LOW BIDDERS

### Kerrville - 2021 Slurry Seal Project

ID: 2021-004-04

<b>Bid Summary</b>	
Engineers Estimate	No Estimate
Total Bids	2
AMLT \$	\$641.00
AMLT %	0.24%
Average Bid	\$268,269.50

	<b>Bidder</b>	<b>BASE BID</b>
1	viking construction <i>Submitted: 7/20/2021 10:39:37 AM</i>	\$267,949.00
2	Intermountain Slurry Seal, Inc. <i>Submitted: 7/20/2021 11:51:32 AM</i>	\$268,590.00

*Bids opened at: 7/20/2021 3:13:51 PM*



July 21, 2021

Mr. Kyle Burow  
City of Kerrville  
701 Main St.  
Kerrville, TX 78028

Reference: Contract Award Letter – 2021 Kerrville Slurry Seal Project  
6S Job No. 2021-004-04

Dear Mr. Burow:

On July 20, 2021, bids for the referenced project were opened and read aloud. Based on the information we received, to the best of our knowledge and belief, the lowest and best qualified bid is that of Viking Construction, Inc. with a base bid of \$267,949.00. We recommend the award of the contract to Viking Construction, Inc. in the amount of \$267,949.00.

If you have any questions, please contact us.

Sincerely,

A handwritten signature in black ink, appearing to read 'JAC'.

Joe A. Cantu, P.E.  
Vice President

Attachments: Bid Tabulation

\6S\_ENGINEERING\Projects\2021\2021-004-04 - COK - Slurry Seal 2021\450 CPS\060 Corres\Recommendation of Award\Recommendation of Award Letter.docx



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

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**SUBJECT:** Purchase and installation of artificial turf in select areas at the Kerrville Sports Complex, with Tarkett USA, Inc., in the amount of \$125,481.29.

**AGENDA DATE OF:** July 27, 2021      **DATE SUBMITTED:** Jul 15, 2021

**SUBMITTED BY:** Ashlea Boyle

**EXHIBITS:** [20210727\\_Bid\\_Tarkett USA Artificial turf Kerrville Sports Complex.pdf](#)

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<b>Expenditure Required:</b>	<b>Remaining Budget Balance in Account:</b>	<b>Amount Budgeted:</b>	<b>Account Number:</b>
\$125,481.29		\$200,000	

**PAYMENT TO BE MADE TO:** POB 100756, Atlanta, GA, 30384-0756

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<b>Kerrville 2050 Item?</b>	Yes
<b>Key Priority Area</b>	P - Parks / Open Space / River Corridor
<b>Guiding Principle</b>	P5. Focus on enhancing/investing in existing parks, their purpose or repurpose and improving accessibility before acquiring land for new parks

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**Action Item**

**SUMMARY STATEMENT:**

In 2020, the City of Kerrville received a generous \$500,000 grant from The Cailloux Foundation specific to capital improvement support at the Kerrville Sports Complex. The grant was split into two payments: \$300,000 in FY20 for softball field lighting; and \$200,000 in FY21 for other capital improvement needs. The softball field lights were installed in 2020 pursuant to Council's approval last year, which also fulfilled the requirements of the grant.

The majority of the second grant disbursement will be used for artificial turf improvements on the baseball / softball fields. This will encompass 22 bullpens (fields 1 - 11 with two bullpens per field), six baseball dugout / gate areas (fields 1, 2, 3, 4, 6, 8), and six portable mound pitching areas (fields 1, 2, 3, 4, 6, 8). The softball fields have a skinned surface and thus the dugout, gate, and pitching areas will not be included on those fields.

This project will provide a variety of improvements including creating a consistent surface level that reduces the need for maintenance, improve problem drainage areas and high traffic areas, eliminate the need to re-sod turf areas, and address safety concerns. Installation of turf will also improve efficiency and create maintenance cost savings. The project cost is \$125,481.29 as outlined in the attachment. The quote was procured via The Interlocal Purchasing System (TIPS) competitive bidding process, contract number 20110201, 20110202 and is in compliance with the City's purchasing policy and State law. This project will be fully funded via the grant as previously described.

This improvement project is consistent with Kerrville 2050's guiding principle of focusing on enhancing and investing in existing parks. Staff recommends approval of this purchase and requests Council approval authorizing the City Manager to finalize a contract for the purpose described.

**RECOMMENDED ACTION:**

Authorize the City Manager to finalize and execute contract.



6/22/2021

Revised  
7/7/2021

Project # 742763

Shane Heffernan  
City of Kerrville  
Kerrville, TX 78028

RE: Flooring Proposal for:

742763 City Of Kerrville DBAT Complex Turf Project

We are pleased to provide the following proposal based on the TIPS (Contract # 20110201 or 20110202.)

**SCOPE OF WORK:**

<u>Style</u>	<u>Color</u>	<u>Color #</u>	<u>Quantity</u>	<u>UoM</u>	<u>Unit Price</u>	<u>Line Total</u>
Assertive Ethos Omnicoat Modular Tile 24x24	Charcoal		33.33	YD2	@ \$ 40.24	\$ 1,341.20
Carpet Installation - Powerbond			26.66	YD2	@ \$ 5.36	\$ 142.90
<b>Open Market</b>						
Bullpens: Provide and install 3/4" Pile Height Green Artificial Turf Qty 4 @ 10' x 78, Qty 4 @ 10' x 60', Qty 10 @ 10' x 68', Qty 4 @ 10' x 62'			1.00	EA	@ \$ 92,445.01	\$ 92,445.01
Pitching Mound Areas: Provide and install 3/4" Pile Height Green Artificial Turf Qty 2 @ 7.5' x 22', Qty 4 @ 7.5' x 18'			1.00	EA	@ \$ 5,203.32	\$ 5,203.32
Front of Dugouts: Provide and install 3/4" Pile Height Green Artificial Turf Qty 4 @ 7.5' x 44', Qty 8 @ 7.5' x 40'			1.00	EA	@ \$ 26,008.63	\$ 26,008.63
Payment and Performance Bond			1.00	0	@ \$ 251.00	\$ 251.00
Freight Charges			1.00	EA	@ \$ 89.23	\$ 89.23
<b>TOTAL</b>						<b>\$ 125,481.29</b>

**NOTES:**

1. Estimated from: KMI Sports Construction
2. Price includes material and installation of the following: Turf, Composite nailer boards, removing necessary dirt/soil/grass, adding necessary amount of decomposed granite gravel, & 2lbs per sq ft of SBR infill material.

**EXCLUSIONS (unless specifically included in the above scope of work):**

Protection of Floors	Attic Stock	Night/Weekend Labor
Dumpster Cost	Bonding Cost	Mats
Preformed Corners	Trip Charges	Removal & Disposal
Resilient Flooring	Stair Materials	Extensive Floor Preparation
Furniture Moving	Asbestos Abatement	Sales Tax
Carpet Cleaning	Cleaning/Waxing of Resilient	Border Carpet

**TERMS OF PAYMENT: (Subject to Credit Approval)****Net 30 Days**

\* All Materials and Labor - Payment due within terms of each invoice (materials will be invoiced upon shipment, labor will be invoiced upon completion or as phased).

**1. Change Orders:** Any work not included in the above scope of work will require a signed change order before work can be performed.

**2. Term of Quote:** Prices given are firm for sixty days from proposal date.

**3. Lead Times:** Please note that we are made to order mill and we cannot commence production until a signed PO or contract is received.

**Note that normal lead times are as follows:**

- Fast Track Carpets, two weeks plus shipping;
- Running Line Carpets, four to six weeks plus shipping;
- Custom Carpets, six to eight weeks plus shipping;
- Lead times are approximate and do not start until after the purchase order or fully-executed contract is received.

**4. Floor Preparation:** Additional floor preparation may be required as a result of an unforeseen condition



6/22/2021

Revised  
7/7/2021

Project # 742763

of the floor. Costs associated with this floor preparation will be negotiated on a job-to-job basis. Our products perform properly when installed on floors that are free of dirt, oil, paint and excessive moisture. Floors that have moisture readings greater than the manufacturer specified tolerance will not meet specification and will require further curing time or treatment prior to carpet installation.

We recommend only wet scraping or mechanical removal of all non-water based adhesives.

**5. Asbestos Abatement:** This quote DOES NOT include asbestos abatement. Neither we nor our installers are responsible for the handling, removal or abatement of asbestos contained floor material or adhesive. Further, our policy is to request an Asbestos Hazard Emergency Response Act (AHERA) report prior to proceeding with any floor material or floor adhesive removal. We and our installers consider it the owner's responsibility to produce this report prior to executing this contract.

If any chemical stripping agents such as those commonly used in asbestos abatement have been used, we and our installers may require additional measures be taken prior to installation of any product. These measures may affect the price of this quote. Please contact our Technical Services Department at 800.248.2878 ext. 2129 for more details.

Please indicate your acceptance of this proposal by returning your signed purchase order, or fully-executed contract via fax to 706.260.3005. Please address it to my attention. Should you have any questions, please call me at 800.248.2878.

We look forward to working with you on this project.

Sincerely,

Tarkett USA Inc.

**Donna Mulkey**

Account Coordinator  
Source One Department

CC:

Bruce McNabb



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

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**SUBJECT:** Minutes for the City Council workshop held July 13, 2021.

**AGENDA DATE OF:** July 27, 2021      **DATE SUBMITTED:** Jul 14, 2021

**SUBMITTED BY:** Shelley McElhannon

**EXHIBITS:** [20210727\\_Minutes\\_Council workshop 7-13-21 4pm.pdf](#)

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

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

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

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**SUMMARY STATEMENT:**

Minutes for the City Council workshop held July 13, 2021 at 4:00 p.m. at the City Hall Council Chambers and Upstairs Conference Room.

**RECOMMENDED ACTION:**

Approve minutes as presented.

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

**JULY 13, 2021 4:00 PM  
KERRVILLE, TEXAS**

**CALL TO ORDER:** On July 13, 2021 at 4:00 p.m., the City Council workshop was called to order by Mayor Bill Blackburn at the City Hall Council Chambers, 701 Main Street.

**COUNCILMEMBERS PRESENT:**

Bill Blackburn, Mayor  
Kim Clarkson, Mayor Pro Tem, Councilmember Place 2  
Roman Garcia, Councilmember Place 1  
Judy Eychner, Councilmember Place 3  
Brenda Hughes, Councilmember Place 4

**COUNCILMEMBER ABSENT:** None

**CITY STAFF PRESENT:**

E.A. Hoppe, City Manager	Ashlea Boyle, Director Parks & Recreation
Mike Hayes, City Attorney	Kyle Burow, Director Engineering
Shelley McElhannon, City Secretary	Guillermo Garcia, Executive Director Innovation
Julie Behrens, Asst Director Finance	Trina Rodriguez, Accounting Manager

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

1. **PUBLIC COMMENTS:** No person(s) signed up to speak.

2. **INFORMATION AND DISCUSSION:**

2.A. Community Improvement Projects quarterly report.

Kyle Burow and Ashlea Boyle presented information and responded to questions.

2.B. Capital Assets long-range outlook.

Guillermo Garcia and Trina Rodriguez presented information, and Guillermo Garcia, Trina Rodriguez, and E.A. Hoppe responded to questions.

Mayor Blackburn called for a motion to go into executive session under 551.071 (consultation with attorney), 551.072 (deliberation regarding real property, and 551.087 (deliberation regarding economic development negotiations). Councilmember Roman Garcia made a motion the City Council adjourn into executive session under those sections and with the following staff being the City Manager, City Attorney, and others as Council deems necessary and called in when necessary, and Councilmember Judy Eychner seconded. The motion passed 5-0.

Mayor Blackburn recessed the meeting at 4:44 p.m., and reconvened in closed executive session in the Upstairs Conference room.

3. **EXECUTIVE SESSION:**

3.A. Economic Development Grant and Real Estate Purchase Agreement with Killdeer Mountain Manufacturing, Inc. (551.071, 551.072, 551.087)

3.B. City's consideration of property for the establishment of a proposed Public Safety Facility. (551.071, 551.072)

3.C. Proposals for Workforce Housing development projects (551.071, 551.072, 551.087)

3.D. City's Certificate of Convenience and Necessity for its water system. (551.071)

The closed executive session adjourned, Council returned to open session at 6:00 p.m.

**4. ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION IF ANY: N/A**

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

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

APPROVED:

ATTEST:

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Bill Blackburn, Mayor

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Shelley McElhannon, City Secretary



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

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**SUBJECT:** Minutes for the City Council meeting held July 13, 2021.

**AGENDA DATE OF:** July 27, 2021      **DATE SUBMITTED:** Jul 14, 2021

**SUBMITTED BY:** Shelley McElhannon

**EXHIBITS:** [20210727\\_Minutes\\_Council regular meeting 7-13-21 6pm.pdf](#)

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

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

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

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**SUMMARY STATEMENT:**

Minutes for the City Council meeting held July 13, 2021 at 6:00 p.m. at the City Hall Council Chambers.

**RECOMMENDED ACTION:**

Approve minutes as presented.

**CITY COUNCIL MINUTES  
REGULAR MEETING**

**KERRVILLE, TEXAS  
JULY 13, 2021**

On July 13, 2021, at 6:00 p.m. the meeting was called to order by Mayor Bill Blackburn at the City Hall Council Chambers, 701 Main Street. Councilmember Kim Clarkson provided the invocation and led the Pledge of Allegiance.

**COUNCILMEMBERS PRESENT:**

Bill Blackburn	Mayor
Kim Clarkson	Mayor Pro Tem, Councilmember Place 2
Roman Garcia	Councilmember Place 1
Judy Eychner	Councilmember Place 3
Brenda Hughes	Councilmember Place 4

**COUNCILMEMBER ABSENT:** None

**CITY EXECUTIVE STAFF:**

E.A. Hoppe	City Manager	Megan Folkerts, Senior Mgmt Analyst
Mike Hayes	City Attorney	Eric Maloney, Fire Chief
Shelley McElhannon	City Secretary	Chris McCall, Chief of Police
Julie Behrens	Asst Finance Director	Drew Paxton, Chief Planner
Stuart Cunyus,	Public Info Officer	Curtis Thomason, Assistant Chief Police

**VISITORS PRESENT:**

Tracy Davis, Peterson Health  
Celeste Hamman, Chair of the Parks and Recreation Advisory Board  
Charles Holt, Fire Chief Center Point Volunteer Fire Department  
Reverend David Payne, First United Methodist Church  
Mary Rohrer, Kerrville-Kerr County Airport Manager  
A list of the citizen speakers present during the meeting is on file in the City Secretary's Office for the required retention period.

**1. ANNOUNCEMENTS OF COMMUNITY INTEREST:**

Items of interest to the community were presented by Stuart Cunyus and Councilmember Clarkson.

**2. PRESENTATIONS:**

2A. Kerrville Kindness award – First United Methodist Church.

Mayor Blackburn presented the Kerrville Kindness award to the First United Methodist Church, represented by David Payne and Tracy Davis from Peterson Health.

2B. July 2021 as Parks and Recreation Month in the City of Kerrville.

Mayor Blackburn proclaimed July 2021 as Parks and Recreation month in the City of Kerrville, Texas. Ashlea Boyle and Celeste Hamman represented Parks and Recreation and Parks and Recreation Advisory Board.

**3. VISITORS FORUM:**

The following person(s) spoke:

- John Harrison

- Mike Sigerman

**4. CONSENT AGENDA:**

Councilmember Judy Eychner requested to pull item 4C, and Councilmember Roman Garcia requested to pull items 4A and 4F. Councilmember Eychner made a motion to approve Consent items 4B, 4D, and 4E, and Councilmember Brenda Hughes seconded. The motion passed 5-0.

4.B. Resolution No. 32-2021. A Resolution selecting a grant writer/administrator to assist in the City in its application and administration of a contract, if awarded, from the Texas Division of Emergency Management (TDEM) Hazard Mitigation Grant Program (HMGP) for DR-4586 February Winter Weather.

4.D. Execute change order decreasing the awarded amount for the Olympic Drive Extension project.

4.E. Minutes for the City Council workshop held June 22, 2021.

**END OF CONSENT AGENDA.**

4.A. Sale of City property located at 127 Village Dr., in accordance with state law.

Guillermo Garcia provided information and responded to questions.

Councilmember Eychner moved to approve 4A as presented, and Councilmember Clarkson seconded. The motion passed 5-0.

4.C. Resolution No. 33-2021. A Resolution urging the Texas Department of Transportation-Aviation Division to reinstate previously awarded grant funding to the Kerrville-Kerr County Airport for projects which will help maintain the safety and continued use of the airport.

Mary Rohrer provided information and Mary Rohrer and E.A. Hoppe responded to questions.

Councilmember Hughes moved to approve Resolution No. 33-2021, and Councilmember Eychner seconded. The motion passed 5-0.

4.F. Minutes for the City Council meeting held June 22, 2021.

Councilmember Garcia moved to amend page three paragraph four of the minutes to add the following to the end of the first sentence, "*and to instruct staff to return to Council with appropriate documents and information to put this bond on a ballot to be voted on by the citizens at the earliest election*". Mayor Blackburn called for a second with no response. The motion failed for lack of second.

Councilmember Clarkson moved to approve item 4F, and Councilmember Eychner seconded. The motion passed 4-1 with Mayor Blackburn, Councilmember Clarkson, Councilmember Eychner, and Councilmember Hughes voting in favor, and Councilmember Garcia opposed.

**5. PUBLIC HEARINGS AND RESOLUTIONS:**

5A. Resolution No. 30-2021. A Resolution granting a Conditional Use Permit to authorize a short-term rental unit on the property consisting of approximately 0.11 acres, comprising Lot 2, Block 7, Lowry Addition, a Subdivision within the City of Kerrville and more commonly known as 205 Starkey.

Shelley McElhannon read Resolution No. 30-2021 caption into record.

Drew Paxton provided information, and Drew Paxton and E.A. Hoppe responded to questions. Mayor Blackburn opened the public hearing at 6:33 p.m.

The following person spoke:

- Keri Wilt, and responded to questions by City Council.

Mayor Blackburn closed the public hearing at 6:44 p.m.

Councilmember Garcia moved to approve Resolution No. 30-2021, and Mayor Blackburn seconded. The motion passed 5-0.

5B. Resolution No. 31-2021. A Resolution granting a Conditional Use Permit to authorize Recreation Vehicle or Trailer Park on property consisting of Lot 2-R, Block 1, Freeman Fritts Addition, a Subdivision within the City of Kerrville, Kerr County, Texas; and more commonly known as 601 Spur 100.

Shelley McElhannon read Resolution No. 31-2021 caption into record.

Drew Paxton provided information.

Mayor Blackburn opened the public hearing at 6:45 p.m.

The following person spoke:

- Pablo Brinkman, and responded to questions by City Council.

Mayor Blackburn closed the public hearing at 6:50 p.m.

Councilmember Garcia moved to approve Resolution No. 31-2021, and Councilmember Hughes seconded. The motion passed 5-0.

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

6A. Ordinance No. 2021-16. An Ordinance amending Ordinance No. 2020-19, which created a Planned Development District (PDD) pursuant to Chapter 60 of the Code of Ordinances, City of Kerrville, Texas, such chapter more commonly known as the City's Zoning Code; by changing the zoning and classification of a portion of the property, such property being Lot 2-A, Block 1, Martin Addition, a Subdivision within the City of Kerrville, Texas, and more commonly known as 3008 Riverside Drive; from being part of the PDD to a Single-Family Residential (R-1) Zoning District.

Shelley McElhannon read Ordinance No. 2021-16 caption into record.

Drew Paxton provided information.

Mayor Blackburn opened the public hearing at 6:52 p.m.

No speakers.

Mayor Blackburn closed the public hearing at 6:52 p.m.

Councilmember Hughes moved to approve Ordinance No. 2021-16, and Councilmember Eychner seconded. The motion passed 5-0.

6B. Ordinance No. 2021-17. An Ordinance annexing an approximate 5.556 acre tract of land, said tract out of the James H. Cocke Survey No. 144, Abstract No. 95; the Thomas L. Waddell Survey No. 145, Abstract No. 354; and a portion that exists as part of Lehmann Dr. N., a Kerr county road; into the corporate limits of the City of Kerrville,

Texas; said tract being located the extraterritorial jurisdiction of the City of Kerrville, Texas, Kerr County, Texas; and more commonly known as 160 and 170 Lehmann Drive; further describing the property to be annexed; adopting a service agreement for the property annexed; and establishing the zoning for the property annexed.

Shelley McElhannon read Ordinance No. 2021-17 caption into record.

Drew Paxton provided information and responded to questions.

Mayor Blackburn opened the public hearing at 6:55 p.m.

The following person spoke:

- Nate Miller, and responded to questions by City Council.

Mayor Blackburn closed the public hearing at 7:03 p.m.

Councilmember Eychner moved to approve Ordinance No. 2021-17, and Councilmember Hughes seconded. The motion passed 5-0.

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

7A. Written request by Charles Holt, Center Point Volunteer Fire Department, for the proposed creation of an Emergency Services District in Kerr County (Center Point Emergency Services District #3).

Center Point Volunteer Fire Department Chief Charles Holt and Chief Eric Maloney provided information and responded to questions.

Councilmember Garcia moved to approve item 7A Center Point Emergency Services District #3, and Councilmember Clarkson seconded. Mike Hayes clarified that the approval will consist of a letter from the City Manager that consents to the approval of the Emergency Services District.

## **8. ITEMS FOR FUTURE AGENDAS:**

- The Main Street Bricks and feasible options to further preserve history (Eychner, Clarkson, Garcia)
- Upcoming eclipse in 2024 (Clarkson)
- City Council meeting procedures and procedural rules (Clarkson, Garcia)
- Necessity and frequency of City Council workshops (Garcia)
- Thank you to City staff for attending and supporting the City Council at Council meetings (Clarkson)
- Congratulations to the Police Department for their 85<sup>th</sup> Anniversary (Eychner)

## **9. EXECUTIVE SESSION:** N/A

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

**ADJOURN.** The meeting adjourned at 7:14 p.m.

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

APPROVED:

ATTEST:

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Bill Blackburn, Mayor

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Shelley McElhannon, City Secretary



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

---

**SUBJECT:** Minutes for the Kerrville City Council and Kerrville Convention and Visitors Bureau annual budget meeting held July 15, 2021.

**AGENDA DATE OF:** July 27, 2021      **DATE SUBMITTED:** Jul 14, 2021

**SUBMITTED BY:** Shelley McElhannon

**EXHIBITS:** [20210727\\_Minutes\\_Council-CVB annual budget workshop 7-15-21.pdf](#)

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

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

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

**SUMMARY STATEMENT:**

Minutes for the Kerrville City Council and Kerrville Convention and Visitors Bureau annual budget meeting July 15, 2021 at 12:00 p.m. at the YO Hotel and Conference Center.

**RECOMMENDED ACTION:**

Approve minutes as presented.

**CITY COUNCIL MINUTES**

**JULY 15, 2021 AT 12:00 PM**

**KERRVILLE CONVENTION AND VISITORS BUREAU ANNUAL MEETING**

**YO HOTEL AND CONVENTION CENTER, SPANISH OAK ROOM**

**KERRVILLE, TX**

**COUNCILMEMBERS PRESENT:**

Bill Blackburn	Mayor
Kim Clarkson	Mayor Pro Tem
Roman Garcia	Councilmember Place 1
Judy Eychner	Councilmember Place 3
Brenda Hughes	Councilmember Place 4

**COUNCILMEMBER ABSENT:** None

**CITY STAFF PRESENT:**

E.A. Hoppe, City Manager	Mike Hayes, City Attorney
Ashlea Boyle, Director Parks & Recreation	Shelley McElhannon, City Secretary
Stuart Cunyus, Public Information Officer	Kim Meismer, Director General Operations

**KERRVILLE CONVENTION AND VISITORS BUREAU (CVB):**

Julie Davis, President  
Mindy Wendele, Kerrville CVB Board Member

**CALL TO ORDER:** On Thursday, July 15, 2021 at 12:15 p.m., Julie Davis introduced Mayor Bill Blackburn, who called the annual budget meeting to order at the Y.O. Hotel and Convention Center – Spanish Oak Room, 2033 Sidney Baker Street, Kerrville, Texas. Mayor Blackburn provided opening remarks.

**INVOCATION:** Mindy Wendele provided the invocation.

**PLEDGE OF ALLEGIANCE:** Julie Davis led the Pledge of Allegiance.

**1. INFORMATION AND DISCUSSION**

1.A. Julie Davis provided information regarding Community Interest, the CVB's mission, plans for 2022, demographics target, trends, and advertisements. She provided the Annual Report, Proposed Budget 2022, and the draft Marketing Plan. She followed-up with responses to questions. No action was taken during the workshop.

**ADJOURN.** The workshop adjourned at 1:10 p.m.

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

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Bill Blackburn, Mayor

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Shelley McElhannon, City Secretary



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

---

**SUBJECT:** Minutes for the City Council workshop held July 20, 2021.

**AGENDA DATE OF:** July 27, 2021      **DATE SUBMITTED:** Jul 14, 2021

**SUBMITTED BY:** Shelley McElhannon

**EXHIBITS:** [20210727\\_Minutes\\_Council workshop 7-20-21 budget 10am.pdf](#)

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

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

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

**SUMMARY STATEMENT:**

Minutes for the City Council workshop held July 20, 2021 at 10:00 a.m. at the City Hall Council Chambers.

**RECOMMENDED ACTION:**

Approve minutes as presented.

**CITY COUNCIL MINUTES  
WORKSHOP, COUNCIL CHAMBERS**

**KERRVILLE, TEXAS  
JULY 20, 2021 10:00 AM**

**CALL TO ORDER:** On July 20, 2021, at 10:01 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
Roman Garcia	Place 1
Judy Eychner	Place 3 (arrived at workshop at 10:07 a.m.)
Brenda Hughes	Place 4

**COUNCILMEMBER ABSENT:**

Kim Clarkson	Mayor Pro Tem, Place 2
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**CITY STAFF PRESENT:**

E.A. Hoppe, City Manager	Kyle Burow, Director Engineering
Mike Hayes, City Attorney	Guillermo Garcia, Exec Dir Innovations
Shelley McElhannon, City Secretary	Yesenia Luna, Municipal Court Coordinator
David Barrera, Asst Dir Public Works	Eric Maloney, Fire Chief
Stuart Barron, Public Works	Kim Meismer, Exec Dir General Ops
Julie Behrens, Asst Director Finance	Drew Paxton, Planning Director
Jacob Bogusch, Finance Intern	Trina Rodriguez, Accounting Manager
Ashlea Boyle, Director Parks & Rec	Mary Rohrer, Airport Manager
Danielle Brigati, Library Director	Curtis Thomason, Asst Police Chief

**VISITORS PRESENT:**

Peggy McKay, citizen

1. **PUBLIC COMMENTS:** No person(s) signed up to speak.

2. **CONSIDERATION AND POSSIBLE ACTION:**

2.A. Fiscal Year 2021 Budget Items (Other Funds).

E.A. Hoppe introduced item. E.A. Hoppe, Julie Behrens, and Trina Rodriguez presented information. E.A. Hoppe, Julie Behrens, Trina Rodriguez, Curtis Thomason, and Danielle Brigati responded to questions by City Council.

- Water Capital Project Fund
- Water Debt Service Fund
- Water Asset Replacement Fund
- Hotel Occupancy Tax Fund
- Golf Fund
- Other Funds: Police, Municipal Court, Library
- Next Steps

**ADJOURN:**

The meeting was adjourned at 11:02 a.m.

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

APPROVED:

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Bill Blackburn, Mayor

ATTEST:

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Shelley McElhannon, City Secretary



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

---

**SUBJECT:** Ordinance No. 2021-16, second reading. An Ordinance amending Ordinance No. 2020-19, which created a Planned Development District (PDD) pursuant to Chapter 60 of the Code of Ordinances, City of Kerrville, Texas, such chapter more commonly known as the City's Zoning Code; by changing the zoning and classification of a portion of the property, such property being Lot 2-A, Block 1, Martin Addition, a Subdivision within the City of Kerrville, Texas, and more commonly known as 3008 Riverside Drive; from being part of the PDD to a Single-Family Residential (R-1) Zoning District.

**AGENDA DATE OF:** July 27, 2021

**DATE SUBMITTED:** Jul 14, 2021

**SUBMITTED BY:** Drew Paxton

**EXHIBITS:** [20210727\\_Ordinance\\_2021-16 Zoning Code 2008 Riverside Drive second reading.pdf](#)

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

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

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

**SUMMARY STATEMENT:**

Proposal

Public hearing, consideration, and action to recommend an ordinance to change the zoning from PDD 20-09, Planned Development District, to R-1, Single Family Residential, on Lot 2-A, Block 1, Martin Addition; and generally located 3008 Riverside Drive.

Procedural Requirements

11 letters were mailed on 5/20/2021 to adjacent property owners. The public notice was

published in the Kerrville Daily Times on 5/13/2021. At the time of drafting this Agenda Bill, no comments or opposition letters had been received.

#### Staff Analysis and Recommendation

Adjacent Zoning and Land Uses:

Subject Property

Current Zoning: PDD 20-09, Planned Development District

Existing Land Uses: Contracting Business

Direction: North

Current Zoning: PDD 20-09, Planned Development District

Existing Land Uses: Contracting Business

Direction: South

Current Zoning: R-1 Single-Family Residential

Existing Land Uses: Residential Development

Direction: West, East

Current Zoning: C-1 Neighborhood Commercial; PDD 20-09

Existing Land Uses: Vacant Land & Contracting Business

Consistency with the Kerrville 2050 Comprehensive Plan:

The subject property is currently identified in the Kerrville 2050 Comprehensive Plan as having a Transitional Residential designation. This area was designated as low density residential under the 2008 version of the future land use plan. The area is currently a mix of commercial and residential uses and logically will continue to be so. There is typically residential development along Riverside Drive, commercial development along Memorial Blvd. and Transitional Residential to the north of Memorial Blvd. The subject property is adjacent to existing residential development and surrounded by both commercial and residential development. As such, the proposed zoning change is consistent with current and future surrounding uses and the Kerrville 2050 Comprehensive Plan.

Thoroughfare Plan:

The subject property is located on a residential street.

Traffic Impact:

No traffic impact is anticipated.

Parking:

All zoning code parking requirements shall be met as development plans are finalized. Parking requirements will be approved prior to construction.

Case Summary:

The applicant is requesting a zoning change from Planned Development District 20-09 to R-1 Single-Family Residential to allow for construction of a single-family home. The property has been replatted to separate the intended residential parcel which fronts Riverside Drive from the commercial parcel that fronts Memorial Blvd.

Surrounding current uses are a mix of residential and commercial development which is consistent with future land uses as identified in the K2050 Comprehensive Plan.

Recommendation:

Because the requested zoning change is consistent with current zoning and the future K2050 Comprehensive Plan, it seems reasonable to grant this zoning change request. Based on these circumstances, staff recommends the zoning change request.

On June 3rd, the Planning and Zoning Commission recommended the case for approval with a unanimous vote.

On July 13, 2021, the City Council approved Ordinance No. 2021-16 on first reading.

**RECOMMENDED ACTION:**

Approve Ordinance No. 2021-16 on second reading.

**CITY OF KERRVILLE, TEXAS  
ORDINANCE NO. 2021-16**

**AN ORDINANCE AMENDING ORDINANCE NO. 2020-19, WHICH  
CREATED A PLANNED DEVELOPMENT DISTRICT (PDD)  
PURSUANT TO CHAPTER 60 OF THE CODE OF ORDINANCES,  
CITY OF KERRVILLE, TEXAS, SUCH CHAPTER MORE  
COMMONLY KNOWN AS THE CITY'S ZONING CODE; BY  
CHANGING THE ZONING AND CLASSIFICATION OF A  
PORTION OF THE PROPERTY, SUCH PROPERTY BEING LOT  
2-A, BLOCK 1, MARTIN ADDITION, A SUBDIVISION WITHIN  
THE CITY OF KERRVILLE, TEXAS, AND MORE COMMONLY  
KNOWN AS 3008 RIVERSIDE DRIVE; FROM BEING PART OF  
THE PDD TO A SINGLE-FAMILY RESIDENTIAL (R-1) ZONING  
DISTRICT; 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 13, 2021, 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 portion of a property known as 3008 Riverside Drive, specifically Lot 2-A, Block 1, Martin Addition; such change to result in the removal of this property from a Planned Development (zoning) District (PDD), as established by Ordinance No. 2020-09, to placement within a Single-Family Residential (R-1) Zoning District; and

**WHEREAS**, on July 13, 2021, 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, and included within Chapter 60 of the Code of Ordinances of the City of Kerrville, Texas, and the *Official Zoning Map* and Ordinance No. 2020-09, be and the same are hereby amended to designate the following described property zoned as a Single-Family Residential (R-1) Zoning District:

All that certain tract or parcel of land, lying and being situated within the City of Kerrville, Texas, and being Lot 2-A, Block 1, Martin Addition, a subdivision of Kerr County, Texas; more particularly 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 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, to include Ordinance No. 2020-09, are expressly repealed to the extent of any such inconsistency or conflict.

**SECTION FOUR.** 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 FIVE.** 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 SIX.** 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 13 day of  
July, A.D., 2021.

PASSED AND APPROVED ON SECOND AND FINAL READING, this  
the \_\_\_\_\_ of \_\_\_\_\_, A.D., 2021.

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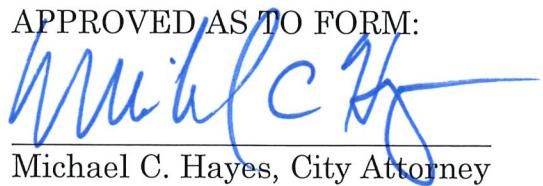
Bill Blackburn, Mayor

ATTEST:

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Shelley McElhannon, City Secretary

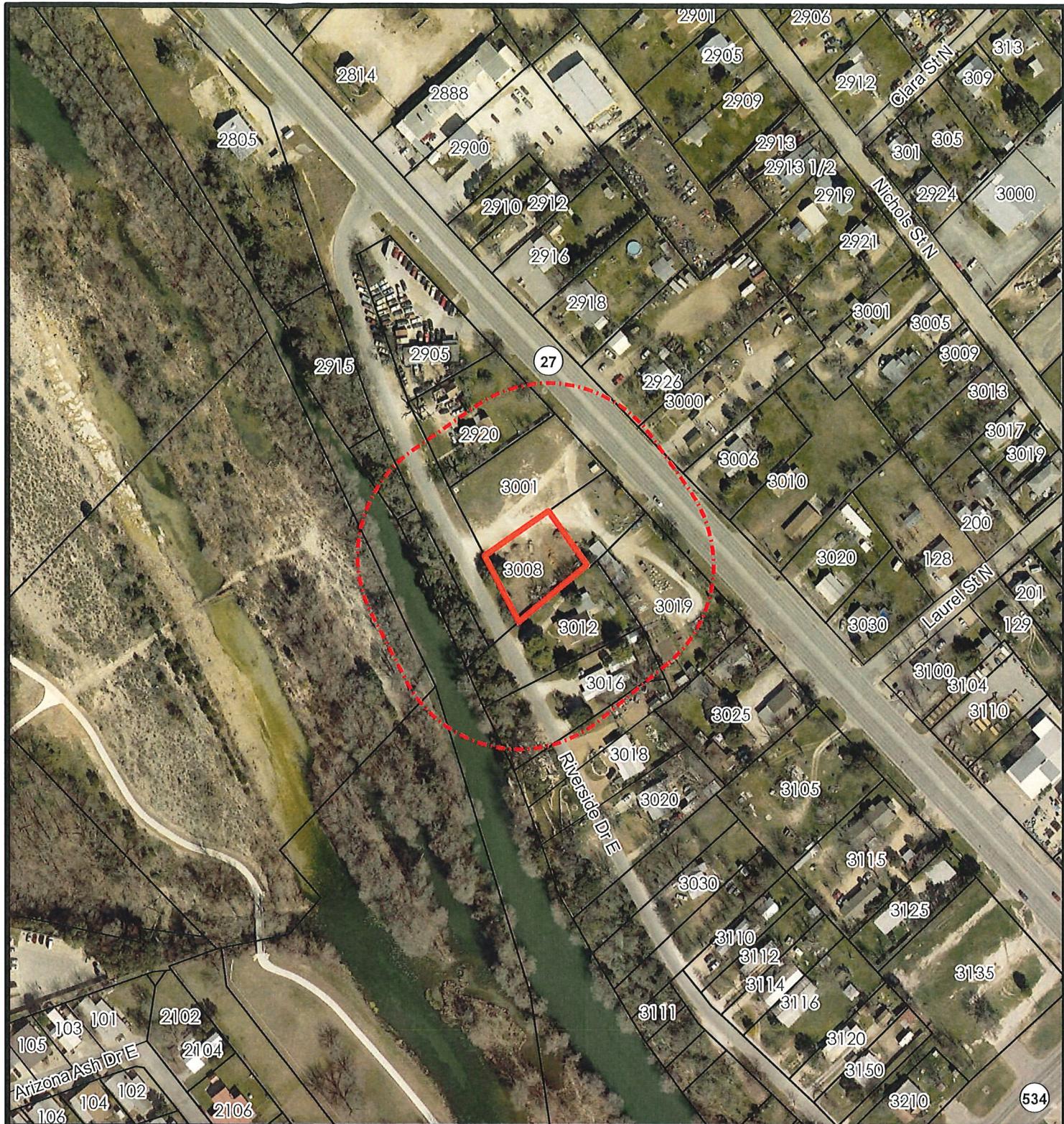
APPROVED AS TO FORM:

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

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Michael C. Hayes, City Attorney

# Attachment A



## Location Map

Case # PZ-2021-9

Location:  
3008 Riverside Dr

Legend  
200' Notification Area  
Subject Properties



0 75 150 300

Scale In Feet

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



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

---

**SUBJECT:** Ordinance No. 2021-17, second reading. An Ordinance annexing an approximate 5.556 acre tract of land, said tract out of the James H. Cocke Survey No. 144, Abstract No. 95; the Thomas L. Waddell Survey No. 145, Abstract No. 354; and a portion that exists as part of Lehmann Dr. N., a Kerr county road; into the corporate limits of the City of Kerrville, Texas; said tract being located within the extraterritorial jurisdiction of the City of Kerrville, Texas, Kerr County, Texas; and more commonly known as 160 and 170 Lehmann Drive; further describing the property to be annexed; adopting a service agreement for the property annexed; and establishing the zoning for the property annexed.

**AGENDA DATE OF:** July 27, 2021      **DATE SUBMITTED:** Jul 14, 2021

**SUBMITTED BY:** Drew Paxton

**EXHIBITS:** [20210727\\_Ordinance\\_2021-17 Annex 160 170 Lehmann Drive second reading.pdf](#)

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

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

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<b>Kerrville 2050 Item?</b>	Yes
<b>Key Priority Area</b>	H - Housing
<b>Guiding Principle</b>	H1. Provide a diverse range of housing options to meet the needs and desires of all age groups, income levels, and lifestyles
<b>Action Item</b>	H1.4 - Identify "catalyst" or target areas in existing neighborhoods and infill locations to accommodate preferred housing types (including workforce)

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**SUMMARY STATEMENT:**

Proposal

Public hearing, consideration and action to recommend an ordinance for the City of Kerrville to annex into its incorporated limits with a zoning classification of R-3, Multifamily Residential, for approximately 5.556 acres of land including the adjacent roadway;

consisting of the property generally located at 160 & 170 Lehmann Drive.

#### Procedural Requirements

16 letters were mailed on 5/20/2021 to adjacent property owners. The public notice was published in the Kerrville Daily Times on 5/13/2021. At the time of drafting this Agenda Bill, no comments or opposition letters had been received.

#### Staff Analysis and Recommendation

##### Adjacent Zoning and Land Uses:

###### Subject Property

Current Zoning: County

Existing Land Use: Vacant Land

Direction: North

Current Zoning: C-2 Light Commercial

Existing Land Uses: Various Businesses

Direction: West, South

Current Zoning: County

Existing Land Uses: Vacant Land

Direction: East

Current Zoning: R-3 Multifamily Residential; R-2 Medium Density Residential

Existing Land Uses: Apartments and Single Family Residential

##### Consistency with the Kerrville 2050 Comprehensive Plan:

The subject property and surrounding area are within Strategic Catalyst Area 2 of the Kerrville 2050 Comprehensive Plan. Allowable place types are Estate Residential, Neighborhood Residential, Preservation Residential, Transitional Residential, Professional Services, Entertainment/Mixed Use, Agriculture and Outdoor Tourism. The request for senior housing with an R-3 zoning designation is consistent with the allowable place types, so this request is consistent with the Kerrville 2050 Comprehensive Plan.

##### Thoroughfare Plan:

The subject property is located on Lehmann Drive, a collector street.

##### Traffic Impact:

No traffic impact is anticipated.

Parking:

All off street parking requirements will be met through final project design and approval.

Case Summary:

The applicant is requesting annexation to allow for the use of City services. A request is also being made to zone the annexed property R-3 Multifamily Residential to allow construction of senior apartments. The zoning request is consistent with the K2050 Comprehensive Plan.

Required legal and public notices have been sent. No comments have been received.

Recommendation:

Because the request is consistent with the Kerrville 2050 Comprehensive Plan and meets all zoning and subdivision codes, staff recommends approval of the annexation and zoning change request.

On June 3rd, the Planning and Zoning Commission recommended approval of the annexation and zoning with a unanimous vote.

On July 13, 2021, the City Council approved Ordinance No. 2021-17 on first reading.

**RECOMMENDED ACTION:**

Approve Ordinance No. 2021-17 on second reading.

**CITY OF KERRVILLE, TEXAS  
ORDINANCE NO. 2021-17**

**AN ORDINANCE ANNEXING AN APPROXIMATE 5.556 ACRE TRACT OF LAND, SAID TRACT OUT OF THE JAMES H. COCKE SURVEY NO. 144, ABSTRACT NO. 95; THE THOMAS L. WADDELL SURVEY NO. 145, ABSTRACT NO. 354; AND A PORTION THAT EXISTS AS PART OF LEHMANN DR. N., A KERR COUNTY ROAD; INTO THE CORPORATE LIMITS OF THE CITY OF KERRVILLE, TEXAS; SAID TRACT BEING LOCATED WITHIN THE EXTRATERRITORIAL JURISDICTION OF THE CITY OF KERRVILLE, TEXAS, KERR COUNTY, TEXAS; AND MORE COMMONLY KNOWN AS 160 AND 170 LEHMANN DRIVE; FURTHER DESCRIBING THE PROPERTY TO BE ANNEXED; ADOPTING A SERVICE AGREEMENT FOR THE PROPERTY ANNEXED; AND ESTABLISHING THE ZONING FOR THE PROPERTY ANNEXED**

**WHEREAS**, the owner of land has requested annexation by the City of Kerrville, Texas (“City”), pursuant to Local Government Code Section 43.0671; and

**WHEREAS**, the land to be annexed is a 5.556-acre tract of land, as more specifically described below; and

**WHEREAS**, all of the hereinafter-described property lies within the extraterritorial jurisdiction of the City; and

**WHEREAS**, in conjunction with the approval of this Ordinance, City Council also approves a service agreement for the property in accordance with Section 43.0672 of the Texas Local Government Code; and

**WHEREAS**, a portion of the land to be annexed exists as Lehmann Drive, a road and corresponding right-of-way of Kerr County, Texas, which per Section 43.1055 of the Texas Local Government Code, the City may annex on request of the governing body of the political subdivision that maintains the road or right-of-way, which the City has received from Kerr County pursuant to its order; and

**WHEREAS**, per Section 43.106 of the Texas Local Government Code, a city that proposes to annex any portion of a county road or territory that abuts a county road must also annex the entire width of the county road and the adjacent right-of-way on both sides of the county road; and

**WHEREAS**, Section 60-37 of the City's Zoning Code creates procedures for initial zoning of newly annexed areas; and

**WHEREAS**, having provided all required public notices, held all required public hearings at which persons with an interest in the matter were provided an opportunity to be heard, and complying with other requirements in Section 43.0673 of the Texas Local Government Code, City Council finds it to be in the public interest to adopt this Ordinance annexing the subject property, to approve a service agreement as required by state law, and to establish zoning regulations for the property;

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

**SECTION ONE. FINDINGS.** City Council finds and declares the facts and recitations contained in the preamble of this Ordinance true and correct.

**SECTION TWO. ANNEXATION.** The property described and depicted in **Exhibit A** (the "Property") is annexed and incorporated into the corporate limits of the City of Kerrville, Texas, for all legal purposes.

**SECTION THREE.** City Council authorizes and directs the City Manager, or designee, to amend the City's official boundary map in accordance with the annexation taken in Section Two.

**SECTION FOUR. PETITION FOR ANNEXATION.** The petition for annexation concerning the Property is attached as **Exhibit B** and incorporated herein by reference, said petition, which triggered the process specified in Subchapter C-3, Chapter 43, Texas Local Government Code, authorizing the annexation of the Property. In addition and pursuant to Section 43.1055 of the Texas Local Government Code, Kerr County has consented to the annexation of Lehmann Drive, pursuant to its order found at **Exhibit C**, and such area as depicted on the map found at **Exhibit A**.

**SECTION FIVE. AGREEMENT REGARDING SERVICES.** Pursuant to Section 43.0672 of the Texas Local Government Code, the City has negotiated and hereby enters into a Service Agreement (the "Agreement") with the owner of land for the provision of services in the area. The Agreement is attached to this Ordinance as **Exhibit D** and by this reference is incorporated into it. Upon annexation of the Property, the City shall provide the Property with the municipal services set forth in the Agreement pursuant to the

schedule set forth therein, such services making up the City's full municipal services. The City shall have no obligation to provide services to the Property not listed in the Agreement.

**SECTION SIX. ZONING.** Upon the adoption of this Ordinance, and in accordance with Section 60-37 of the City's Zoning Code, the Property will be zoned as a Multifamily Residential (R-3) Zoning District, which will allow the Property to be used in ways consistent with those land uses specified in that district, and subject to change.

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

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

**SECTION NINE. PENALTY.** The penalty for violation of this Ordinance shall be in accordance with the general penalty provisions contained in Article 1-1-7 of the Code of Ordinances of the City of Kerrville, Texas, which provides for a fine not exceeding TWO THOUSAND DOLLARS (\$2,000.00).

**SECTION TEN. PUBLICATION OF ORDINANCE.** In accordance with Section 3.07 of the City Charter and Texas Local Government Code §52.013(a), 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 ELEVEN. POST ANNEXATION ACTIONS.** The City Manager or designee shall provide a certified copy of this Ordinance to the Texas Secretary of State, Kerr County, and Kerr Central Appraisal District and any other entity as may be required.

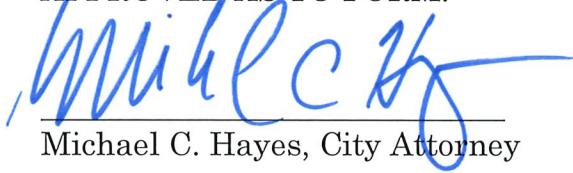
PASSED AND APPROVED ON FIRST READING, this the 13  
day of July A.D., 2021.

PASSED AND APPROVED ON SECOND READING, this the  
\_\_\_\_ day of \_\_\_\_\_ A.D., 2021.

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Bill Blackburn, Mayor

APPROVED AS TO FORM:



Michael C. Hayes, City Attorney

ATTEST:

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Shelley McElhannon, City Secretary

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FIELD NOTES FOR A 5.556 ACRE TRACT OF LAND  
(ANNEXATION)

**BEING A 5.556 ACRE TRACT OF LAND, MORE OR LESS, SITUATED IN KERR COUNTY, TEXAS, BEING APPROXIMATELY 3.30 ACRES OUT OF THE JAMES H. COCKE SURVEY NO. 144, ABSTRACT NO. 95, AND APPROXIMATELY 1.46 ACRES OUT OF THE THOMAS L. WADDEL SURVEY NO. 145, ABSTRACT NO. 354; SAID 5.556 ACRE TRACT OF LAND BEING ALL OF A CALLED 4.75 ACRE TRACT, CONVEYED TO OPG RIDGEHILL PARTNERS, LLC., RECORDED IN DOCUMENT NO. 20-09852, OFFICIAL PUBLIC RECORDS OF KERR COUNTY, TEXAS, AND A PORTION OF LEHMANN DRIVE RIGHT-OF-WAY, RECORDED IN Volume 1642, PAGE 806, OFFICIAL PUBLIC RECORDS OF KERR COUNTY, TEXAS, SAID 5.556 ACRE TRACT OF LAND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:**

**Note:** all bearings based on the Texas State Plane Coordinate System, South Central Zone 4204 (North American Datum of 1983, 2011 Adjustment);

**BEGINNING** at a 1-inch iron pipe found in the southwest right-of-way line of Lehmann Drive (50-foot wide right-of-way, no record found) marking the east corner of the herein described 4.76 acre tract of land and the north corner of a called 0.65 acre tract conveyed to Rocky Rhodes by General Warranty Deed recorded in Document No. 16-04816, of the Official Public Records of Kerr County, Texas (OPRKC), said point having coordinates of Northing: 13925658.34, Easting: 1921654.91 (USFT);

**THENCE S 21°21'50" W**, departing the southwest right-of-way line of Lehmann Drive, with the northwest line of the called 0.65 acre tract for a distance of **257.45 feet** (S 21°17'32" W, 257.28 feet) to a 1/2-inch iron rod found marking the southeast corner of the herein described tract, said point being at the west corner of the called 0.65 acre tract and being an angle point in the north line of a called 2.07 acre tract conveyed to Thomas M. Myers by Warranty Deed with Vendor's Lien recorded in Volume 1525, Page 577, OPRKC;

**THENCE N 76°56'27" W**, departing the northwest line of the called 0.65 acre tract, with the north line of the called 2.07 acre tract for a distance of **97.09 feet** (N 76°58'52" W, 97.13 feet) to a 1-inch iron pipe found marking a point for angle in the southwest line of the herein described tract, said point being at the north corner of the called 2.07 acre tract and being the east corner of a called 0.70 acre tract conveyed to Thomas M. Myers, Trustee, by Warranty Deed recorded in Volume 1520, Page 814, OPRKC;

**THENCE N 76°49'48" W**, with the north line of the called 0.70 acre tract for a distance of **130.57 feet** (N 76°52'14" W, 130.45 feet) to a 5/8-inch iron rod marking a point for angle in the southwest line of the herein described tract of land, said point being at the north corner of the called 0.70 acre tract and the east corner of a called 0.76 acre tract conveyed to Crittenden Investment Partnership by Warranty Deed recorded in Volume 964, Page 564, of the Real Property Records of Kerr County, Texas (RPRKC);

**THENCE N 66°47'14" W**, with the north line of the called 0.76 acre tract for a distance of **164.28 feet** (N 66°51'02" W, 164.19 feet) to a 1/2-inch iron rod found marking a point for angle in the southwest line of the herein described tract, said point being at the north corner of the called 0.76 acre tract and the east corner of a called 1.07 acre tract conveyed to Tango Homes, LLC., by Warranty Deed with Vendor's Lien recorded in Document No. 18-05869, OPRKC;

**THENCE N 46°00'00" W**, with the northeast line of the called 1.07 acre tract, passing at 147.96 feet the north corner of the called 1.07 acre tract and the east corner of a called 0.9997 acre tract conveyed to Billy Charles Mikeska by General Warranty Deed recorded in Volume 1107, Page 0001, RPRKC, continuing with the northeast line of the 0.9997 acre tract for a total distance of **299.41 feet** (N 46°05'55" W, 299.47 feet) to a 1-inch iron pipe found marking the west corner of the herein described tract, said point being the north corner of the called 0.9997 acre tract and a point for angle in the southeast line of a called 9.24 acre tract conveyed to David A. Lehmann and Wendy E. Lehmann by General Warranty Deed recorded in Volume 1099, Page 261, RPRKC;

**THENCE N 51°21'09" E**, with the southeast line of the called 9.24 acre tract for a distance of **105.72 feet** (N 51°16'44" E, 105.66 feet) to a 1/2-inch iron rod found marking a point for angle in the northwest line of the herein described tract, said point being a point for angle in the southeast line of the called 9.24 acre tract;

**THENCE N 37°10'01" E**, continuing with southeast line of the called 9.24 acre tract for a distance of **237.95 feet** (N 37°05'36" E, 237.74 feet) to a 1/2-inch iron rod with cap stamped "Voelkel" found for the north corner of the herein described tract, said point being the east corner of the called 9.24 acre tract and being the southwest line of said Lehmann Drive;

THENCE N 37°10'01" E, over and across Lehmann Drive, for a distance of 50.00' to a calculated point for corner in the northeast line of Lehmann Drive;

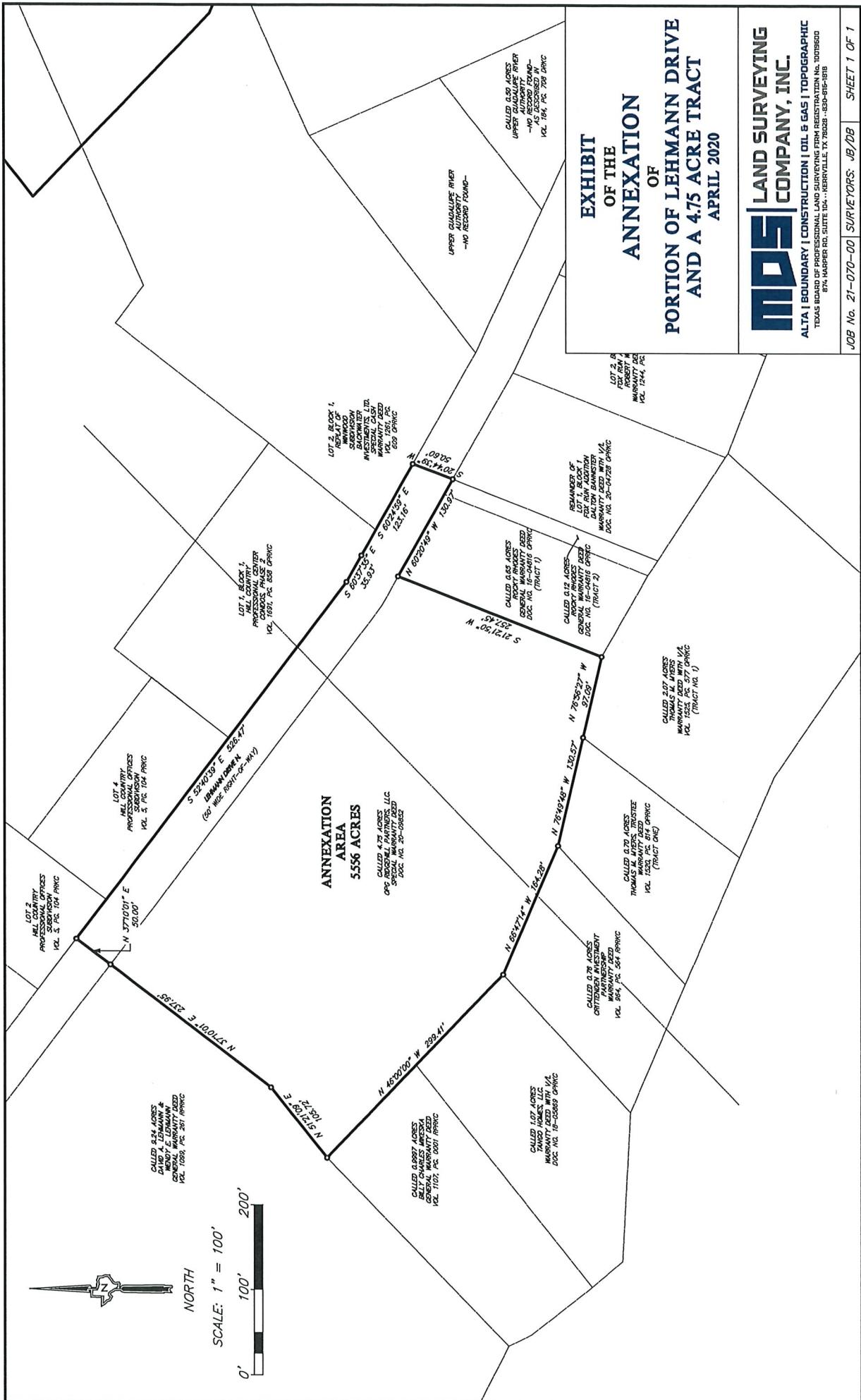
THENCE with the northeast line of Lehmann Drive, the following courses and distances:

- S 52°40'39" E, for a distance of 526.47' to a calculated point for angle;
- S 60°37'35" E, for a distance of 35.93' to a calculated point for angle;
- S 60°24'59" E, for a distance of 123.16' to a calculated point for corner;

THENCE S 20°44'39" W, departing the northeast line of Lehmann Drive, over and across Lehmann Drive, for a distance of 50.60' to a calculated point for corner in the southwest line of Lehmann Drive;

THENCE N 60°20'49" W, with the southwest line of Lehmann Drive, for a distance of 130.97' to the **POINT OF BEGINNING, CONTAINING 5.556 ACRES** of land, more or less, in Kerr County, Texas.





# EXHIBIT B

## PETITION REQUESTING ANNEXATION BY AREA LANDOWNERS

TO THE MAYOR OF THE GOVERNING BODY OF Kumville, TEXAS:

The undersigned owners of the hereinafter described tract of land, which is vacant and without residents, or on which fewer than three qualified voters reside, hereby petition your honorable Body to extend the present city limits so as to include as part of the City of Kumville, Texas, the following described territory, to wit:

**BEING A 5.556 ACRE TRACT OF LAND, MORE OR LESS, SITUATED IN KERR COUNTY, TEXAS, BEING APPROXIMATELY 3.30 ACRES OUT OF THE JAMES H. COCKE SURVEY NO. 144, ABSTRACT NO. 95, AND APPROXIMATELY 1.46 ACRES OUT OF THE THOMAS L. WADDEL SURVEY NO. 145, ABSTRACT NO. 354; SAID 5.556 ACRE TRACT OF LAND BEING ALL OF A CALLED 4.75 ACRE TRACT, CONVEYED TO OPG RIDGEHILL PARTNERS, LLC., RECORDED IN DOCUMENT NO. 20-09852, OFFICIAL PUBLIC RECORDS OF KERR COUNTY, TEXAS, AND A PORTION OF LEHMANN DRIVE RIGHT-OF-WAY, RECORDED IN Volume 1642, PAGE 806, OFFICIAL PUBLIC RECORDS OF KERR COUNTY, TEXAS, SAID 5.556 ACRE TRACT OF LAND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:**

**BEGINNING** at a 1-inch iron pipe found in the southwest right-of-way line of Lehmann Drive (50-foot wide right-of-way, no record found) marking the east corner of the herein described 4.76 acre tract of land and the north corner of a called 0.65 acre tract conveyed to Rocky Rhodes by General Warranty Deed recorded in Document No. 16-04816, of the Official Public Records of Kerr County, Texas (OPRKC), said point having coordinates of Northing: 13925658.34, Easting: 1921654.91 (USFT);

**THENCE S 21°21'50" W**, departing the southwest right-of-way line of Lehmann Drive, with the northwest line of the called 0.65 acre tract for a distance of **257.45 feet** (S 21°17'32" W, 257.28 feet) to a 1/2-inch iron rod found marking the southeast corner of the herein described tract, said point being at the west corner of the called 0.65 acre tract and being an angle point in the north line of a called 2.07 acre tract conveyed to Thomas M. Myers by Warranty Deed with Vendor's Lien recorded in Volume 1525, Page 577, OPRKC;

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north corner of the called 0.70 acre tract and the east corner of a called 0.76 acre tract conveyed to Crittenden Investment Partnership by Warranty Deed recorded in Volume 964, Page 564, of the Real Property Records of Kerr County, Texas (RPRKC);

**THENCE N 66°47'14" W**, with the north line of the called 0.76 acre tract for a distance of **164.28 feet** (N 66°51'02" W, 164.19 feet) to a 1/2-inch iron rod found marking a point for angle in the southwest line of the herein described tract, said point being at the north corner of the called 0.76 acre tract and the east corner of a called 1.07 acre tract conveyed to Tango Homes, LLC., by Warranty Deed with Vendor's Lien recorded in Document No. 18-05869, OPRKC;

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**THENCE N 51°21'09" E**, with the southeast line of the called 9.24 acre tract for a distance of **105.72 feet** (N 51°16'44" E, 105.66 feet) to a 1/2-inch iron rod found marking a point for angle in the northwest line of the herein described tract, said point being a point for angle in the southeast line of the called 9.24 acre tract;

**THENCE N 37°10'01" E**, continuing with southeast line of the called 9.24 acre tract for a distance of **237.95 feet** (N 37°05'36" E, 237.74 feet) to a 1/2-inch iron rod with cap stamped "Voelkel" found for the north corner of the herein described tract, said point being the east corner of the called 9.24 acre tract and being the southwest line of said Lehmann Drive;

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**THENCE** with the northeast line of Lehmann Drive, the following courses and distances:

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**THENCE S 20°44'39" W**, departing the northeast line of Lehmann Drive, over and across Lehmann Drive, for a distance of **50.60'** to a calculated point for corner in the southwest line of Lehmann Drive;

THENCE N 60°20'49" W, with the southwest line of Lehmann Drive, for a distance of 130.97' to the **POINT OF BEGINNING, CONTAINING 5.556 ACRES** of land, more or less, in Kerr County, Texas.

We certify that the above described tract of land is contiguous and adjacent to the City of Kerrville, Texas, and that this petition is signed and duly acknowledged by each and every person having an interest in said land.

Signed: 

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

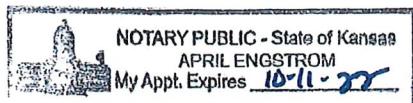
THE STATE OF TEXAS—Kansas

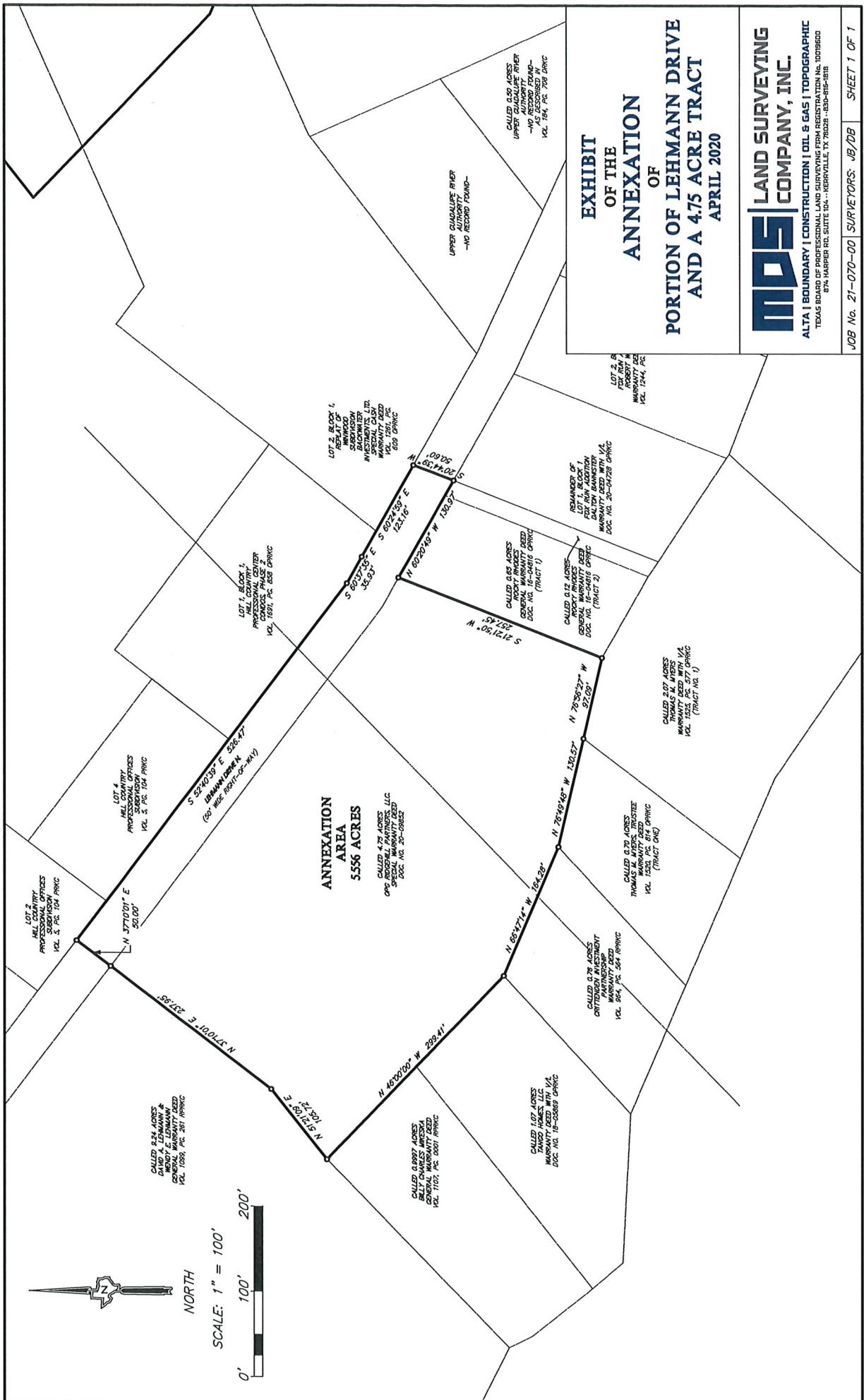
COUNTY OF Johnson

BEFORE ME, the undersigned authority, on this day personally appeared Matthew Gilliam, and \_\_\_\_\_, known to me to be the persons whose names are subscribed to the foregoing instrument and each acknowledged to me that he executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office, this 20 day of April, 2021.

  
Notary Public in and for  
Johnson County, Texas. Kansas





**EXHIBIT B**  
**ANNEXATION SERVICE PLAN**

- I. INTRODUCTION:** This service plan for the extension of municipal services to the area to be annexed was developed in accordance with state law. Municipal facilities and services to the annexed area described above will be provided or made available on behalf of the City of Kerrville, Texas ("City") at the levels and schedule specified below.
- II. UNIFORM LEVEL OF SERVICES:** The City shall provide services by any of the methods by which it extends the services to any other area of the municipality, based upon differing characteristics of topography, land use, and population density, which may be considered a sufficient basis for providing differing levels of service.
- III. SPECIFIC FINDINGS:** City Council finds and determines that this Service Plan, as provided below, will provide full municipal services to the annexation area both adequate to serve the annexation area and commensurate with the levels of services provided in other parts of the City with the same or similar topography, land use, and population density, and it will not provide a lower level of service in the annexation area than were in existence at the time immediately preceding the effective date of annexation.

SERVICE	DETAILS OF SERVICE PROVIDED	TIMETABLE
<b>Code Enforcement</b>	The provisions of Code Enforcement services, including the application and enforcement of building, electrical, plumbing, and other related code requirements adopted by the City of Kerrville shall be made immediately applicable to the area upon annexation. The preparation of a zoning plan shall serve as a basis for the zoning of land following annexation. The adoption of the zoning plan shall be in accordance with the procedures of the City of Kerrville's Zoning Ordinance.	Immediately following annexation, zoning to be concurrent with annexation

SERVICE	DETAILS OF SERVICE PROVIDED	TIMETABLE
<b>Fire Protection and Emergency Medical Services (EMS)</b>	Fire protection and emergency medical services will be provided to the annexation area. The City will serve the annexation area from existing fire stations closest to the area of annexation. Emergency dispatch assignment of Fire Services resources to the annexation area would be the same as currently provided in areas of similar land use and population within the City.	Immediately following annexation
<b>Fire Prevention</b>	The services of the City of Kerrville Fire Marshall shall be provided to the area.	Immediately following annexation.
<b>Library</b>	Residents of the area, if any, will continue to be entitled to utilize all City of Kerrville Library facilities.	Immediately following annexation.
<b>Police Protection</b>	Police Services will provide protection and law enforcement services to the annexation area. The level of service will be at the same level as currently provided in areas of similar land use and population within the City. These services include the following: 1) regular patrol of the area, 2) handling of complaints and incidents, 3) traffic enforcement, and 4) special units, such as criminal investigations, narcotics, crime prevention, neighborhood services, and special weapons and tactics.	Immediately following annexation
<b>Maintenance of Existing Roads &amp; Streets</b>	The City's Public Works Department will maintain any existing public roads and streets, drainage, and regulatory signs on the effective date of annexation. The same basis and level of services currently provided throughout the City will be adhered to as follows:	Immediately following annexation

SERVICE	DETAILS OF SERVICE PROVIDED	TIMETABLE
	<p>1. Emergency maintenance of streets to include repair of hazardous potholes, ice and snow monitoring of major thoroughfares necessary for traffic flow.</p> <p>2. Routine maintenance of public streets and rights-of-way performed within the City.</p> <p>3. Street sweeping services may occur based upon need and funding.</p> <p>4. Installation and maintenance of traffic signs, street markings, and other traffic control devices as the need is established by appropriate study and traffic standards. Private streets, including ingress/egress easements, access easements, common areas, common driveways and anything else which has not been specifically dedicated and accepted as public right-of way, will not be maintained by the City. Public streets will be included in the City's preventive maintenance program. Preventive maintenance projects are prioritized and scheduled based on a variety of factors, including surface condition, transversibility, age, traffic volume, density of dwellings per block, adjacent street conditions and available funding. Any necessary rehabilitation or reconstruction will be considered on a citywide priority basis.</p>	
<b>Solid Waste Collection</b>	Solid Waste collection to the annexation area will be provided on the same basis and at the same level as provided throughout the City, in accordance with applicable law.	Immediately following annexation

SERVICE	DETAILS OF SERVICE PROVIDED	TIMETABLE
<b>Traffic Engineering</b>	Traffic control devices and street markers shall be installed on public roads and streets where deemed necessary by the City street department, except as provided by the Texas Department of Transportation.	Immediately following annexation
<b>Water Service</b>	The City will provide for the maintenance of City-owned public water lines within the annexation area. Water service is provided at the same level as currently provided in areas of similar topography, land use, and population within the City. The City's policy that water extensions are the responsibility of the developer of property will be applied in this area.	As the property develops
<b>Wastewater Service</b>	The City will provide for the maintenance of sanitary sewer lines within the annexation area. Sanitary sewer service is provided at the same level as currently provided in areas of similar topography, land use, and population within the City. The City's policy that sanitary sewer extensions are the responsibility of the developer of property will be applied to this area. Maintenance of all parts of the sewer system will begin as those parts are put into service. The sewer system will be maintained with the same frequency and level of effort as comparable parts of the system in other parts of the City.	As the property develops
<b>Provision for Other City Services</b>	Other City services that may be provided by the City such as planning, inspection, code enforcement, animal control, library, parks and recreation, municipal court, and general administration will be made available on the same basis and at the same level as provided throughout the City.	Immediately following annexation

**EXHIBIT C**

**ORDER NO. 38707**  
**ITEM 1.21**

**CONSENT TO ANNEXATION**

Came to be heard this the 10<sup>th</sup> day of May, 2021, with a motion made by Commissioner Belew, seconded by Commissioner Harris, the Court unanimously approved by a vote of 5-0-0 to consent to an annexation request of 5.556 acres and relinquishing maintenance for a portion of Lehmann Drive into the City of Kerrville.

APPROVE CONSENTING TO AN ANNEXATION REQUEST OF 5.556 ACRES AND RELINQUISHING MAINTENANCE FOR A PORTION OF LEHMANN DRIVE INTO THE CITY OF KERRVILLE.

**EXHIBIT D**  
(to Ord. No. 2021-17, Annexation/Zoning)

**[NOTE: Ex. A referenced below is the same document as Ex. A attached to Ord. No. 2021-17 and thus, is not included here.]**

**SERVICE AGREEMENT**

This Service Agreement (the "Agreement") is entered into between the **CITY OF KERRVILLE, TX**, a Texas Home-Rule Municipal Corporation (the "City") and **OPG RIDGEHILL PARTNERS, LLC** (the "Owner"). The City and the Owner are collectively referred to as the Parties.

**WHEREAS**, pursuant to a lawfully submitted petition for annexation from Owner, City intends to institute annexation proceedings for a tract(s) of land described more fully hereinafter (referred to herein as the "Subject Property"); and,

**WHEREAS**, *Section 43.0672 of the Tex. Loc. Gov't Code* requires a written agreement for the provision of services in the area first be entered into between City and Owner of the Subject Property; and,

**WHEREAS**, City and Owner agree each will benefit from the City's development restrictions and zoning requirements, as well as other municipal services provided by City which are good and valuable consideration for the Owner to request annexation and for the Parties to enter into this Agreement for City to provide the listed services upon annexation and in accordance with this Agreement; and,

**WHEREAS**, it is found that the statutory requirements have been satisfied and City is authorized by *Chapter 43, Tex. Loc. Gov't. Code*, to annex the Subject Property into the City;

**NOW, THEREFORE**, in consideration of the mutual covenants contained herein, the Parties hereto agree as follows:

**Section 1. Property Description.** The legal description of the Subject Property is as set forth in **Exhibit A**, attached hereto and incorporated herein.

**Section 2. Services.** City will provide the services listed and specified in **Exhibit B**, attached hereto and incorporated herein, for the Subject Property on the effective date of annexation of the Subject Property.

**Section 3. Owner's Obligations.** Owner shall not file for approval a subdivision plat, site plan, or related development document with City for the Subject Property or portion thereof; or construct, or allow to be constructed,

any building or structure on the Subject Property or portion thereof until City has obtained authorization.

**Section 4. Term.** The term of this Agreement (the “Term”) is ten (10) years from the Effective Date.

**Section 5. Vested Rights Claims.** This Agreement is not a permit for the purposes of Chapter 245, Texas Local Government Code.

**Section 6. Authorization.** All parties and officers signing this Agreement warrant to be duly authorized to execute this Agreement.

**Section 7. Covenant Running with the Land.** This Agreement shall run with the Subject Property, and this Agreement shall be recorded in the Official Public Records of Kerr County, Texas. Owner and City acknowledge and agree that this Agreement is binding upon City and Owner and their respective successors, executors, heirs, and assigns, as applicable, for the term of this Agreement.

**Section 8. Severability.** If any provision of this Agreement is held by a court of competent and final jurisdiction to be invalid or unenforceable for any reason, then the remainder of the Agreement shall be deemed to be valid and enforceable as if the invalid portion had not been included.

**Section 9. Amendment and Modifications.** This Agreement may be amended or modified only in a written instrument that is executed by both City and Owner after it has been authorized by the City Council.

**Section 10. Gender, Number, and Headings.** Words of any gender used in this Agreement shall be held and construed to include any other gender, and words in the singular number shall be held to include the plural, unless the context otherwise requires. The headings and section numbers are for convenience only and shall not be considered in interpreting or construing this Agreement.

**Section 11. Governmental Immunity; Defenses.** Nothing in this Agreement shall be deemed to waive, modify, or amend any legal defense available at law or in equity to either City or Owner, including governmental immunity, nor to create any legal rights or claims on behalf of any third party.

**Section 12. Enforcement; Waiver.** This Agreement may be enforced by Owner or the City by any proceeding at law or in equity. Failure to do so shall not be deemed a waiver to enforce the provisions of this Agreement thereafter.

**Section 13. Effect of Future Laws.** No subsequent change in the law regarding annexation shall affect the enforceability of this Agreement.

**Section 14. Venue and Applicable Law.** Venue for this Agreement shall be in Kerr County, Texas. This Agreement shall be construed under and in accordance with the laws of the State of Texas.

**Section 15. Counterparts.** This Agreement may be separately executed in individual counterparts and, upon execution, shall constitute one and same instrument.

**Section 16. Effective Date.** This Agreement shall be in full force and effect as of the date of approval of this Agreement by the City Council, from and after its execution by the parties.

EXECUTED this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

OPG RIDGEHILL  
PARTNERS, LLC

\_\_\_\_\_  
\_\_\_\_\_  
(printed name),  
(title)

STATE OF KANSAS      §  
                            §  
COUNTY OF JOHNSON    §

This instrument was acknowledged before me on the \_\_\_\_\_ day of \_\_\_\_\_, 2021, by \_\_\_\_\_, the \_\_\_\_\_, of OPG RIDGEHILL PARTNERS, LLC.

\_\_\_\_\_  
Notary Public, State of Texas

CITY OF KERRVILLE, TX

\_\_\_\_\_  
E.A. Hoppe, City Manager

This instrument was acknowledged before me on the \_\_\_\_\_ day of \_\_\_\_\_, 2021, by E.A. Hoppe, City Manager, City of Kerrville, Texas.

---

Notary Public, State of Texas

**Upon Recording, Return to:**  
**City of Kerrville, Texas**  
**City Secretary**  
**City Hall, 701 Main Street**  
**Kerrville, Texas 78028**



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

---

**SUBJECT:** Resolution No. 35-2021. A Resolution providing for the City's approval or disapproval of the Kerr Central Appraisal District's Fiscal Year 2022 budget.

**AGENDA DATE OF:** July 27, 2021      **DATE SUBMITTED:** Jul 15, 2021

**SUBMITTED BY:** Julie Behrens

**EXHIBITS:** [20210727\\_Resolution\\_35-2021 Approval or Disapproval of Kerr Central Appraisal Districts FY2022.pdf](#)  
[07272021\\_KCAD 2022 Adopted Budget.pdf](#)  
[07272021\\_KCAD BUDGET SUMMARY PRESENTATION.pdf](#)

---

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

**PAYMENT TO BE MADE TO:** 0

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

---

**SUMMARY STATEMENT:**

Kerr Central Appraisal District Chief Appraiser, Sharon Constantinides, will present the FY22 Proposed Budget for FY22, requesting approval.

**RECOMMENDED ACTION:**

Approve Resolution No. 35-2021, Kerr Central Appraisal District FY22 Budget.

**CITY OF KERRVILLE, TEXAS  
RESOLUTION NO. 35-2021**

**A RESOLUTION PROVIDING FOR THE CITY'S APPROVAL OR  
DISAPPROVAL OF THE KERR CENTRAL APPRAISAL DISTRICT'S  
FISCAL YEAR 2022 BUDGET**

**WHEREAS**, the Kerr Central Appraisal District ("KCAD") has submitted its proposed fiscal year 2022 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 2022 budget, as set forth in **Exhibit A**, is \_\_\_\_\_ (*APPROVED OR DISAPPROVED*).

**PASSED AND APPROVED ON this the \_\_\_\_\_ day of \_\_\_\_\_, A.D., 2021.**

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Bill Blackburn, Mayor

ATTEST:

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Shelley McElhannon, City Secretary

APPROVED AS TO FORM:



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Michael C. Hayes, City Attorney

## 2022 Adopted 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	2021	2022	\$ Diff	% Diff	% Total
5006	Salaries	\$575,189	\$583,750	\$8,561	1.49%	51.13%
5010	Employer Portion of Ret	\$47,495	\$48,180	\$685	1.44%	4.22%
5012	Medicare Insurance	\$8,340	\$8,464	\$124	1.49%	0.74%
5015	Employee Medical Insur	\$122,047	\$125,593	\$3,546	2.91%	11.00%
5016	TX Employment Comm.	\$1,500	\$1,500	\$0	0.00%	0.13%
5017	Disability Insurance	\$8,750	\$8,750	\$0	0.00%	0.77%
5030	Appraisal Review Board	\$12,500	\$17,500	\$5,000	40.00%	1.53%
5034	Vehicle Replace. Res.	\$0	\$8,000	\$8,000	100.00%	0.70%
5035	Travel, Mileage & Maint.	\$15,000	\$15,000	\$0	0.00%	1.31%
5040	Annual Audit	\$8,850	\$9,750	\$900	10.17%	0.85%
5045	Mapping Expense	\$37,259	\$17,968	(\$19,291)	-51.78%	1.57%
5055	Debt Service-Building	\$61,680	\$61,680	\$0	0.00%	5.40%
5070	Leased Equipment	\$6,350	\$6,350	\$0	0.00%	0.56%
5075	Telephone & Monitoring	\$4,390	\$4,390	\$0	0.00%	0.38%
5080	Utilities	\$7,800	\$7,800	\$0	0.00%	0.68%
5085	Facilities Maintance	\$13,672	\$13,672	\$0	0.00%	1.20%
5090	Consultant - Appraisal	\$50,000	\$63,000	\$13,000	26.00%	5.52%
5100	Legal & Consultants	\$10,000	\$15,000	\$5,000	50.00%	1.31%
5102	Legal ARB	\$1,500	\$2,000	\$500	33.33%	0.18%
5105	Liab-Workers Comp-Bldng-f	\$9,600	\$9,600	\$0	0.00%	0.84%
5110	Taxpayer Assist & Ed	\$5,000	\$5,000	\$0	0.00%	0.44%
5120	Schools/Employee Ed.	\$6,550	\$6,550	\$0	0.00%	0.57%
5130	Postage	\$20,000	\$20,000	\$0	0.00%	1.75%
5135	Printing	\$10,000	\$12,000	\$2,000	20.00%	1.05%
5136	Professional Dues	\$2,460	\$2,460	\$0	0.00%	0.22%
5140	Office Supplies	\$8,000	\$8,000	\$0	0.00%	0.70%
5145	Furni., Fixture & Equip	\$3,000	\$5,000	\$2,000	66.67%	0.44%
5150	Board of Directors	\$500	\$1,200	\$700	140.00%	0.11%
5155	Equip. Maint & Reserve	\$1,000	\$1,000	\$0	0.00%	0.09%
5170	Building Reserve	\$2,500	\$2,500	\$0	0.00%	0.22%
5180	Software Support	\$48,608	\$49,901	\$1,293	2.66%	4.37%
5200	Banking Fees	\$200	\$200	\$0	0.00%	0.02%
TOTAL	TOTALS	\$1,109,740	\$1,141,758	\$32,018	2.99%	100.00%

**5006 Salaries:**

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

Positions	2021	2022	Years of Experience
Chief Appraiser*	\$86,286	\$90,000	36
Deputy Chief*	\$68,706	\$70,000	31
Appraisal Manager*	\$53,791	\$56,000	12
Operations Mgr*	\$51,597	\$54,250	19
Senior Appraiser*	\$53,791	\$56,000	20
BPP Appraiser*	\$37,250	\$40,000	4
Appraiser	\$49,258	\$37,500	0
AG Appraiser-RPA*	\$42,000	\$43,750	7
Appraiser-II	\$33,500	\$35,250	2
GIS/Abstractor*	\$60,454	\$61,250	24
Exemp Spec	\$38,556	\$39,750	20
<b>TOTALS</b>	<b>\$575,189</b>	<b>\$583,750</b>	

**Total Benefits:**

Position	2022 Sal	Med Ins	Retire	Medicare	Unemp	Disabilit	Totals
Chief Appraiser	<b>\$90,000</b>	\$11,418	\$7,200	\$1,305	\$136	\$795	\$110,854
Deputy Chief	<b>\$70,000</b>	\$11,418	\$5,600	\$1,015	\$136	\$795	\$ 88,964
Appraisal Mgr	<b>\$56,000</b>	\$11,418	\$4,480	\$ 812	\$136	\$795	\$ 73,641
Operations Mgr	<b>\$54,250</b>	\$11,418	\$4,340	\$ 787	\$136	\$795	\$ 71,726
Sr. Appraiser	<b>\$56,000</b>	\$11,418	\$4,480	\$ 812	\$136	\$795	\$ 73,641
BPP Appraiser	<b>\$40,000</b>	\$11,418	\$3,200	\$ 580	\$136	\$795	\$ 56,129
Appraiser (new)	<b>\$37,500</b>	\$11,418	\$3,000	\$ 544	\$136	\$795	\$ 53,393
AG Appr-RPA	<b>\$43,750</b>	\$11,418	\$3,500	\$ 634	\$136	\$795	\$ 60,233
Appraiser-II	<b>\$35,250</b>	\$11,418	\$2,820	\$ 511	\$136	\$795	\$ 50,930
GIS/Abstractor	<b>\$61,250</b>	\$11,418	\$4,900	\$ 888	\$136	\$795	\$ 79,387
Exemp Spec	<b>\$39,750</b>	\$11,418	\$3,180	\$ 576	\$136	\$795	\$ 55,855
<b>Totals</b>	<b>\$583,750</b>	<b>\$125,593</b>	<b>\$46,700</b>	<b>\$8,464</b>	<b>\$1,500</b>	<b>\$8,750</b>	<b>\$774,757</b>

**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 2022 is **\$583,750** which reflects an increase of 1.49% from 2021. The increases reflect wage adjustments to put Kerr CAD salaries in line with other districts. 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 **\$774,757** an increase of 1.70% over 2021.

**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	\$ 583,750
KCAD Matching Percentage	\$ <u>X 0.08</u>
KCAD Contribution	\$ <b>46,700</b>
Administration Fee	\$ <u>1,480</u>
<b>TOTAL</b>	<b>\$ 48,180</b>

**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 \$142,800 paid to each employee per year. Details of this item are as follows:

Total Salaries	\$ 583,750
Medicare Rate	<u>x 0.0145</u>
<b>TOTAL</b>	<b>\$ 8,464</b>

**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 2021-2022 showed an increase of 9.7%. The district adjusted coverage for employees reducing the increase to 2.91%.

KCAD Contribution Per Month	\$ 951.46
Number of Employees	<u>x 11</u>
Total Monthly Contribution	\$ 10,466.06
Number of Months	<u>x 12</u>
<b>TOTAL Estimate</b>	<b>\$125,593</b>

**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 year, 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 **\$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. Due to the high number of protests, we have experienced the past couple of years, this line item is being increased by \$5,000 to **\$17,500**.

**5034 - Vehicle Replacement Reserve:** The allocated amount for vehicle replacement was suspended for 2021 but has been reinstated for 2022 at \$8,000.

**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 was reduced to \$15,000 for 2021 and will remain the same for 2022.

**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 2021 financial year audit will be conducted in 2022. The line item will increase by \$900 to \$9,750.

**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 2021. 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 was able to retain their partners reducing this line item to \$17,968 for 2022.

Mapping Supplies	\$3,000
Flyover Mapping	\$9,646
Changefinder Technology	\$5,322
<b>Total</b>	<b>\$17,968</b>

**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. This line item will remain at **\$61,680** for 2022.

**5070 - Leased Equipment:** The CAD leases a copy machine and a postage machine. This line item will remain at **\$6,350** for 2022.

**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:

Expense	\$/Month	\$/Year
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>
<b>TOTAL</b>		<b>\$13,672</b>

**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 is **\$15,000**. Kerr CAD also contracts with Eagle Appraisal and Consulting a professional tax appraisal firm that appraises the commercial properties in Kerr County. Beginning 2021, the Eagle Appraisal and Consulting contract included the appraisal of apartments within Kerr County. 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. The contract amount for Eagle Appraisal and Consulting for 2022 is **\$45,000**. A recap of the total for this line item is below:

Capitol Appraisal Group	\$15,000
Eagle Appraisal and Consulting	\$45,000
Litigation Consultant Fee	\$ 3,000
<b>Total</b>	<b>\$63,000</b>

**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 was temporarily reduced to **\$10,000** from \$20,000 for 2021. Item has been increased to **\$15,000** for 2022.

**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 had been temporarily reduced to **\$1,500** for 2021 but has been reinstated for 2022 at **\$2,000**.

**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 will remain at **\$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. This line item will remain at **\$20,000** for 2022.

**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 \$2,000 to **\$12,000** for 2022.

**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
<b>TOTAL</b>	<b>\$2,460</b>

**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. Item will remain at **\$8,000** for 2022.

**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 was temporarily reduced to **\$3,000** from \$6,000 for 2021. Item will be increased to **\$5,000** for 2022.

**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 was temporarily reduced to **\$500** for 2021 but is being reinstated at **\$1,200** for 2022.

**5155 - Equipment Maintenance:** This item includes the maintenance of PC computers, networks, postage machine and copy machines. This line amount was temporarily reduced to **\$1,000** for 2021 but is being reinstated at **\$1,500** for 2022.

**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 increase to **\$49,901**.

PACS System	\$48,641
Online Backup	\$1,260
<b>Total</b>	<b>\$49,901</b>

**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 2020 values and tax rates. The “official” entity allocation will be available after the certification of the 2021 values and the 2021 tax rates have been adopted by the taxing entities.

	<b>2020 Cert Net Tax or Freeze Adj. Tax</b>	<b>2020 Tax Rate</b>	<b>Levy</b>	<b>Tax on Freeze</b>	<b>Total Levy</b>	<b>% of Total Levy</b>	<b>Allocation</b>
City of Ingram	\$100,865,192	0.4963	\$500,594		\$500,593.95	0.53%	<b>6,059.30</b>
City of Kerrville	\$1,722,573,363	0.5116	\$8,812,685	\$3,203,194	\$12,015,879.81	12.74%	<b>145,442.99</b>
Kerr emerg. Dist. #1	\$746,608,106	0.0175	\$130,656		\$130,656.42	0.14%	<b>1,581.50</b>
Kerr Emerg. Dist. #2	\$175,799,505	0.035	\$61,530		\$61,529.83	0.07%	<b>744.77</b>
Kerr County	\$4,052,087,164	0.4459	\$18,068,257	\$5,875,735	\$23,943,991.90	25.38%	<b>289,823.62</b>
Lateral Roads	\$4,036,986,883	0.0298	\$1,203,022	\$438,290	\$1,641,311.92	1.74%	<b>19,866.82</b>
Lake Ingram Estates Rd	\$12,788,912	0.1785	\$22,828		\$22,828.21	0.02%	<b>276.32</b>
Center Point ISD	\$312,662,278	0.9723	\$3,040,015	\$649,860	\$3,689,875.15	3.91%	<b>44,663.10</b>
Comfort ISD	\$158,591,168	1.2523	\$1,986,037	\$694,686	\$2,680,723.07	2.84%	<b>32,448.09</b>
Divide ISD	\$71,908,131	0.82	\$589,647	\$44,485	\$634,132.14	0.67%	<b>7,675.68</b>
Harper ISD	\$52,870,777	0.9453	\$499,787	\$121,379	\$621,166.88	0.66%	<b>7,518.75</b>
Hunt ISD	\$417,522,786	0.9838	\$4,107,589	\$700,250	\$4,807,838.81	5.10%	<b>58,195.19</b>
Ingram ISD	\$529,962,284	1.055	\$5,591,102	\$1,535,503	\$7,126,605.30	7.56%	<b>86,262.08</b>
Kerrville ISD	\$2,345,920,690	1.115	\$26,157,016	\$8,578,125	\$34,735,140.25	36.82%	<b>420,442.17</b>
Medina ISD	\$12,176,416	1.2764	\$155,420	\$117	\$155,536.29	0.16%	<b>1,882.65</b>
Upper Guadalupe River A.	\$5,817,674,133	0.01952	\$1,135,610		\$1,135,609.99	1.20%	<b>13,745.69</b>
Headwaters Groundwater	\$5,817,674,133	0.007284	\$423,759		\$423,759.38	0.45%	<b>5,129.28</b>
<b>TOTAL EST LEVY</b>			<b>\$72,485,555.24</b>	<b>\$21,841,624</b>	<b>\$94,327,179.30</b>	<b>100.000%</b>	1,141,758.00
<b>2022 Budget</b>							<b>\$1,141,758</b>

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5034	Vehicle Replace. Res.	\$0	\$8,000	\$8,000	100.00%	0.70%
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5110	Taxpayer Assist & Ed	\$5,000	\$5,000	\$0	0.00%	0.44%
5120	Schools/Employee Ed.	\$6,550	\$6,550	\$0	0.00%	0.57%
5130	Postage	\$20,000	\$20,000	\$0	0.00%	1.75%
5135	Printing	\$10,000	\$12,000	\$2,000	20.00%	1.05%
5136	Professional Dues	\$2,460	\$2,460	\$0	0.00%	0.22%
5140	Office Supplies	\$8,000	\$8,000	\$0	0.00%	0.70%
5145	Furni., Fixture & Equip	\$3,000	\$5,000	\$2,000	66.67%	0.44%
5150	Board of Directors	\$500	\$1,200	\$700	140.00%	0.11%
5155	Equip. Maint & Reserve	\$1,000	\$1,000	\$0	0.00%	0.09%
5170	Building Reserve	\$2,500	\$2,500	\$0	0.00%	0.22%
5180	Software Support	\$48,608	\$49,901	\$1,293	2.66%	4.37%
5200	Banking Fees	\$200	\$200	\$0	0.00%	0.02%
TOTAL TOTALS		\$1,109,740	\$1,141,758	\$32,018	2.99%	100.00%



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

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**SUBJECT:** Resolution No. 34-2021. 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 2022.

**AGENDA DATE OF:** July 27, 2021      **DATE SUBMITTED:** Jul 14, 2021

**SUBMITTED BY:** Kim Meismer

**EXHIBITS:** [20210727\\_Resolution\\_34-2021 Transfer of funds to Employee Benefit Trust FY2022.pdf](#)

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

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

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

**SUMMARY STATEMENT:**

If the Trustees of the Employee Benefit Trust approve the Fiscal Year 2022 employee benefit plans, Council will need to consider approval of Resolution No. 34-2021 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 2022.

**RECOMMENDED ACTION:**

Adopt Resolution No. 34-2021, approving the transfer of funds in an amount not to exceed \$8,815 per employee.

**CITY OF KERRVILLE, TEXAS  
RESOLUTION NO. 34-2021**

**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 2022**

**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:**

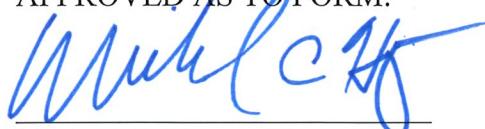
City Council authorizes the transfer of the ownership of the City of Kerrville Internal Service Fund to the City of Kerrville Employee Benefits Trust for fiscal year 2022.

**PASSED AND APPROVED ON this the \_\_\_\_\_ day of \_\_\_\_\_, A.D., 2021.**

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Bill Blackburn, Mayor

APPROVED AS TO FORM:



Michael C. Hayes, City Attorney

ATTEST:

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Shelley McElhannon, City Secretary



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

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

**AGENDA DATE OF:** July 27, 2021      **DATE SUBMITTED:** Jul 14, 2021

**SUBMITTED BY:** Mike Hayes

**EXHIBITS:** [20200922\\_Resolution\\_16-2020 Extending Mayor's Disaster Declaration Covid-19 7-28-20.pdf](#)

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

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

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

**SUMMARY STATEMENT:**

An opportunity to review the the Disaster Declaration revised March 20, 2020.

**RECOMMENDED ACTION:**

Discussion and possible review of the declaration.

**CITY OF KERRVILLE, TEXAS  
RESOLUTION NO. 16-2020**

**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 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 and March 19, 2020 to account for new information and health recommendations; 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**, City Council, pursuant to its adoption of Resolution No. 06-2020 consented to the Mayor's declaration and extended it in accordance with state law; and

**WHEREAS**, the Mayor, on today's date, has issued a revised declaration, which revises his previously issued declaration to update it to current conditions and needs; and

**WHEREAS**, City Council believes that 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 July 28, 2020, 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 July 28, 2020 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**.

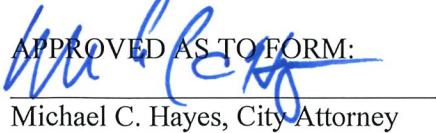
**PASSED AND APPROVED ON this the 28 day of July, A.D., 2020.**

ATTEST:

  
Shelley McElhannon, City Secretary

  
Bill Blackburn, Mayor

APPROVED AS TO FORM:

  
Michael C. Hayes, City Attorney

**DECLARATION OF LOCAL STATE OF DISASTER DUE TO A PUBLIC  
HEALTH EMERGENCY – EXTENDED (4<sup>th</sup> Declaration)**

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

**WHEREAS**, the City of Kerrville, Texas (the “City”) from on or before the 16<sup>th</sup> day of March 2020, prepared for 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 continue taking actions to respond to and mitigate the spread of COVID-19 to protect the health and welfare of the public; and

**WHEREAS**, extending the City’s *Declaration of Local State of Disaster Due to a Public Health Emergency* will continue to help facilitate and expedite the use and deployment of resources to enhance the City’s ongoing 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, has extended his declaration several times, and to date, has issued approximately twenty-two orders, many of which remain in effect, in an effort to mitigate said disaster; and

**WHEREAS**, the Texas Department of State Health Services (“DSHS”) has previously determined, including an updated declaration issued on May 15, 2020, that as of March 19, 2020, COVID-19 represented and continues to represent 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 COVID-19 and the evolving situation; and

**WHEREAS**, the Mayor, in seeking information from national, state, and local experts continues to believe that extraordinary measures must continue to be taken to respond to and to mitigate the spread of COVID-19 and its impact to the public health and welfare;

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

**SECTION ONE. Extending Declaration of Local State of Disaster.** A local state of disaster (“disaster declaration”) was previously declared for the City of Kerrville, Texas, pursuant to Section 418.108(a), Texas Government Code, on March 16, 2020, and then revised on March 18, 2020 and March 19, 2020. The Mayor hereby extends the March 19, 2020, declaration in accordance with law.

**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. Continuing the Activation of the City Emergency Management Plan.** Pursuant to Section 418.108(d), Texas Government Code, this declaration of a local state of disaster continues the activation of the City’s Emergency Management Plan.

**SECTION FIVE. Public Meetings - Audience and presenter social distancing; public testimony and public hearing input.** City Council meetings and meetings of other City Boards and Commissions 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, virtually, 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 and its other Boards and Commissions and the health measures applicable to each.

**SECTION SIX. Municipal Court.** All court proceedings in the City’s Municipal Court may be altered or even postponed in accordance with state law, including orders and direction from the Texas Supreme Court and the state’s Office of Court Administration.

**SECTION SEVEN. 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. suspend disconnections, fees, and penalties related to the City's provision of services.

**SECTION EIGHT. Limitation of Declaration.** This disaster declaration does not extend to law enforcement activities, emergency responses, or to school districts or private school facilities within the City.

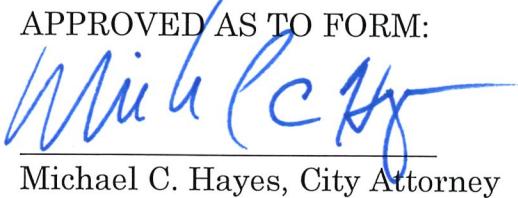
**SECTION NINE. Effective Date.** This proclamation shall take effect immediately from and after its issuance. This disaster declaration supersedes all previous declarations on this matter.

**ORDERED and REVISED this the 28 day of July, 2020.**

THE CITY OF KERRVILLE, TEXAS

  
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**

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**SUBJECT:** Financial Update through June 30, 2021.

**AGENDA DATE OF:** July 27, 2021      **DATE SUBMITTED:** Jul 15, 2021

**SUBMITTED BY:** Julie Behrens

**EXHIBITS:** [07272020\\_July Financial Update.pdf](#)

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

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

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

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**SUMMARY STATEMENT:**

Financial update for activities through June 30, 2021.

**RECOMMENDED ACTION:**

No action, information only.



# **Financial Update**

**City Council Meeting**  
**July 27, 2021**



# General Fund Summary

For the Month Ended June 30, 2021

Fund	Current	Year to Date	Y-T-D	Better or	Y-T-D	Change
	FY2021	FY2021	FY2021	Worse than	FY2020	from
	Budget	Budget	Actual	Budget	Actual	FY2020
<b>General Fund</b>						
Revenues						
Property Tax	\$ 10,234,372	\$ 9,973,435	\$ 10,128,150	\$ 154,714	\$ 9,864,621	\$ 263,528
Sales Tax	7,353,281	5,435,136	6,341,591	906,456	5,517,130	824,461
Other Revenue	10,910,598	8,040,428	8,155,213	114,785	7,390,761	764,452
Total Revenue	28,498,251	23,448,998	24,624,954	1,175,956	22,772,512	1,852,442
Expenditures	28,863,251	20,970,440	20,326,175	644,265	18,892,498	1,433,676
Net	\$ (365,000)	\$ 2,478,558	\$ 4,298,779	\$ 1,820,221	\$ 3,880,014	\$ 418,765

# General Fund Summary

## Sales Tax

- Continued strong performance led by regional retail, online sales, and food service
- June 2021 payment, representing April sales, was up 13.1% compared to prior year
- July 2021, representing May sales, (not reflected in previous slide) showed a lower increase of 5.4% over prior year but still very strong in regional retail, food service, and wholesale trade

## Expenditures

- Expenditures were better than budget as of June 30<sup>th</sup>, however Streets has entered paving season and there will be some larger expenditures coming related to seasonal efforts

# Water Fund Summary

Fund	Current	Year to Date	Y-T-D	Better or	Y-T-D	Change
	FY2021	FY2021	FY2021	Worse than	FY2020	from
	Budget	Budget	Actual	Budget	Actual	FY2020
<b>Water Fund</b>						
Revenues						
Water Sales	\$ 6,315,482	\$ 4,362,707	\$ 4,357,381	\$ (5,326)	\$ 4,214,184	\$ 143,197
Sewer Sales	5,758,854	4,281,482	4,428,942	147,460	4,095,326	333,616
Reuse Sales	145,495	100,507	109,681	9,173	88,197	21,483
Other Revenue	842,838	606,221	838,140	231,919	789,927	48,213
Total Revenue	13,062,669	13,062,669	9,734,144	383,226	9,187,634	546,509
Expenditures	13,062,669	9,917,814	9,480,841	436,973	9,299,622	181,219
Net	\$ (0)	\$ 3,144,855	\$ 253,303	\$ 820,199	\$ (111,987)	\$ 365,291

- **YTD total water fund is better than budget with water sales running a little behind**
- **Continuing to monitor water sales due to current rainfall**
- **Sewer revenues are still better than budget, driven by residential sewer averaging, which is stable**
- **Supplies and maintenance expense continue less than budget**

# Other Funds Summary

For the Month Ended June 30, 2021

Fund	Current	Year to Date	Y-T-D	Better or	Y-T-D	Change
	FY2021	FY2021	FY2021	Worse than	FY2020	from
	Budget	Budget	Actual	Budget	Actual	FY2020
<b>Development Services Fund</b>						
Revenues						
Permits & Fees	\$ 613,830	\$ 460,373	\$ 353,173	\$ (107,200)	\$ 688,870	\$ (335,697)
Transfer In	272,260	204,195	204,195	-	237,422	(33,226)
Total Revenue	886,090	664,568	557,368	(107,200)	903,357	(368,924)
Expenditures	1,018,747	764,060	722,470	41,590	647,943	74,527
Net	\$ (132,657)	\$ (99,492)	\$ (165,102)	\$ (65,610)	\$ 255,415	\$ (443,451)
<b>Golf Fund</b>						
Revenues						
Recreation	\$ 867,705	\$ 621,106	\$ 687,652	\$ 66,546	\$ 551,426	\$ 136,226
Transfer In	80,000	52,500	52,500	-	52,500	52,500
Total Revenue	947,705	673,606	740,152	66,546	603,926	188,726
Expenditures	947,705	682,285	691,312	(9,028)	656,129	35,183
Net	-	(8,679)	48,840	57,519	(52,203)	153,543
<b>Hotel Occupancy Tax Fund</b>						
Revenues	\$ 1,281,685	\$ 901,840	\$ 1,122,734	\$ 220,894	\$ 781,897	\$ 340,837
Expenditures	1,281,685	922,090	833,138	88,952	901,582	(68,444)
Net	\$ -	\$ (20,250)	\$ 289,596	\$ 309,846	\$ (119,684)	\$ 409,280

# Fund Analysis

## **Development Services Fund**

- Revenues are currently less than budget due to some pending or delayed projects

## **Golf Fund**

- Revenue increases attributed to: Shift in activities due to COVID, increase in tournaments with high school golfers back on the course, small fee increases, increased marketing, course condition

## **Hotel Occupancy Tax**

- Still performing strong
- Increase in short-term-rental revenue largely due to education of STR owners and shift in interest since COVID
- Currently 52 short-term-rentals paying occupancy tax
- Expenses are lower than budget due to a few cancelled events, however there are still outstanding transfers and other commitments related to events that have not yet occurred



# **Council Questions or Comments?**

