

AGENDA FOR THE KERRVILLE CITY COUNCIL MEETING

TUESDAY, JULY 12, 2022, 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 MEETING AGENDA
JULY 12, 2022, 6:00 PM
CITY HALL COUNCIL CHAMBERS
701 MAIN STREET, KERRVILLE, TEXAS



***Council Meeting Procedures, City Council and City Staff Safety Measures, and
Citizen Participation Guidelines***

COVID-19 (Coronavirus) provides a unique concern in that gathering members of the public, City Council, and City staff within a physical setting constitutes a public health risk. Taking this into account, standard safety protocols will be observed by City Council, City staff, and citizens/visitors attending the meeting. Masks are voluntary and highly encouraged. Visitor seating will be designated.

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

Citizens wishing to speak during a meeting shall submit a completed "speaker request form" to the City Secretary before the item is introduced, but are encouraged to submit the form before the meetings begin. Each speaker is limited to four minutes.

Thank you for your participation!

CALL TO ORDER: By Mayor Judy Eychner.

INVOCATION AND PLEDGE OF ALLEGIANCE: Led by Councilmember Place 3 Joe Herring, Jr.

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 PRESENTATIONS:

- 2.A. Kerrville Kindness Award presented to Sylvia Fritz Dobbs, David Fritz, and Mini Mart.
- 2.B. Proclamation recognizing July 2022 as National Parks and Recreation month.

3 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.

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

- 4.A. City Council and Planning & Zoning Commission joint workshop minutes, June 28, 2022.
Attachment: [20220712_Minutes_CC and P&Z workshop 6-28-22 4pm.pdf](#)
- 4.B. City Council workshop minutes, June 28, 2022.
Attachment: [20220712_Minutes_CC workshop 6-28-22 5pm.pdf](#)
- 4.C. City Council meeting minutes, June 28, 2022.
Attachment: [20220712_Minutes_CC meeting 6-28-22 6pm.pdf](#)

END OF CONSENT AGENDA.

5 PUBLIC HEARINGS AND RESOLUTIONS:

- 5.A. Resolution No. 39-2022. A Resolution granting a Conditional Use Permit to authorize a Car Wash on property generally located Northwest of the Intersection of Commerce Street and State Highway 27 (Junction Highway), comprising an approximate 3.57 acres and consisting of Lot 2, Block 1, Starkey Manor Subdivision; said property is located within a General Commercial Zoning District (C-3); and making said permit subject to certain conditions and restrictions.

Attachment: [20220712_Reso 39-2022 CUP Commerce & Junction Hwy - Car Wash.pdf](#)

- 5.B. Resolution No. 40-2022. A Resolution granting a Conditional Use Permit to authorize a Short-Term Rental Unit on the property consisting of on Lots 2 and 3, Block 2, Virgil Merrell 3rd Addition; and more commonly known as 1203 Donna Kay; said property is located within a Single-Family Residential Zoning District (R-1); and making said permit subject to conditions and restrictions.

Attachment: [20220712_Reso 40-2022 CUP 1203 Donna Kay STR.pdf](#)

Attachment: [20220712_Letter opposed 1203 Donna Kay McBain.pdf](#)

- 5.C. Resolution No. 41-2022. A Resolution granting a Conditional Use Permit to authorize a Short-Term Rental Unit on the property consisting of Lot 3, Block 1, Schreiner High School Addition; and more commonly known as 729 Robinson; said property is located within a Single-Family Residential with Accessory Dwelling Unit Zoning District (R-1A); and making said permit subject to conditions and restrictions.

Attachment: [20220712_Reso 41-2022 CUP 729 Robinson STR.pdf](#)

6 CONSIDERATION AND POSSIBLE ACTION:

- 6.A. Kerrville Police Department Body Camera/In-Car Camera Replacement Project.

7 INFORMATION AND DISCUSSION:

- 7.A. Kerrville Economic Development Corporation quarterly update.

- 7.B. Community Investment Plan (CIP) projects quarterly update.

Attachment: [20220712_Report_City Council CIP Project Update 2022-06-29.pdf](#)

- 7.C. Neighborhood Enhancement Team (NET) update.

Attachment: [20220712_Presentation_NET.pdf](#)

8 BOARD APPOINTMENTS:

- 8.A. Appointment to the Kerr Emergency 9-1-1 Network Board of Directors.

9 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. City Council also reserves the right to meet in executive session on the following issue(s):*

- 9.A. Workforce Housing development projects (551.071, 551.072, 551.087)

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

- 11 ITEMS FOR FUTURE AGENDAS:** *City Council may suggest items or topics for future agendas.*

ADJOURN.



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

SUBJECT: Kerrville Kindness Award presented to Sylvia Fritz Dobbs, David Fritz, and Mini Mart.

AGENDA DATE OF: July 12, 2022

DATE SUBMITTED: Jul 05, 2022

PRESENTED BY: Mayor Judy Eychner

EXHIBITS:

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

PAYMENT TO BE MADE TO: N/A

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

SUMMARY STATEMENT:

A citizen or entity who has impacted the City of Kerrville in a positive way. Recipient: Sylvia Fritz Dobbs, David Fritz, and Mini Mart.

RECOMMENDED ACTION:

Present award.



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

SUBJECT: Proclamation recognizing July 2022 as National Parks and Recreation month.

AGENDA DATE OF: July 12, 2022

DATE SUBMITTED: Jul 01, 2022

SUBMITTED BY: Ashlea Boyle

EXHIBITS:

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

PAYMENT TO BE MADE TO: N/A

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

SUMMARY STATEMENT:

Present proclamation recognizing July 2022 as National Parks and Recreation month in Kerrville, Texas.

RECOMMENDED ACTION:

Present proclamation.



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

SUBJECT: City Council and Planning & Zoning Commission joint workshop minutes, June 28, 2022.

AGENDA DATE OF: July 12, 2022

DATE SUBMITTED: Jul 01, 2022

SUBMITTED BY: Shelley McElhannon

EXHIBITS: [20220712_Minutes_CC and P&Z workshop 6-28-22 4pm.pdf](#)

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

PAYMENT TO BE MADE TO: N/A

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

SUMMARY STATEMENT:

City Council and Planning & Zoning Commission joint workshop minutes held June 28, 2022 at 4:00 p.m., in the City Hall Council Chambers.

RECOMMENDED ACTION:

Approve minutes as presented.

**KERRVILLE CITY COUNCIL AND PLANNING & ZONING COMMISSION JOINT
WORKSHOP MINUTES, JUNE 28, 2022, 4:00 PM
CITY HALL COUNCIL CHAMBERS, 701 MAIN STREET, KERRVILLE, TEXAS**

CALL TO ORDER: On June 28, 2022 at 4:00 p.m., the City Council workshop was called to order by Mayor Judy Eychner, and the Planning & Zoning Commission workshop was called to order by Chair Michael Sigerman.

COUNCILMEMBERS PRESENT:

Judy Eychner, Mayor
Kim Clarkson, Mayor Pro Tem, Councilmember Place 2
Roman Garcia, Councilmember Place 1
Joe Herring, Jr., Councilmember Place 3
Brenda Hughes, Councilmember Place 4

COUNCILMEMBER ABSENT: None

PLANNING AND ZONING MEMBERS PRESENT:

Michael Sigerman, Chair	John Lipscomb
Kevin Bernhard	Tabor McMillan
Jeff Harris	Clifford Tuttle

PLANNING AND ZONING MEMBER ABSENT: Abram Bueche

CITY STAFF PRESENT:

E.A. Hoppe, City Manager	Guillermo Garcia, Exec Dir Innovation
Mike Hayes, City Attorney	Steve Melander, Senior Planner
Michael Hornes, Asst City Manager	Drew Paxton, Director Planning
Kim Meisner, Assistant City Manager	Nathan Ribar, City Secretary Intern
Shelley McElhannon, City Secretary	Trina Sanchez, Asst Dir Development Srv
Julie Behrens, Director of Finance	Cody Scott, Finance Compliance Coordinator
Jacob Bogusch, Finance	

Mayor Eychner announced general business protocols of conduct into record.

1. INFORMATION, DISCUSSION, AND POSSIBLE ACTION:

1.A. Short Term Rentals, to include:

- Zoning
 - Conditional Use Permit
 - Definitions
 - Authorized districts under the Land Use Table
 - Limitations to density and minimum distances from each short-term rental

Drew Paxton, E.A. Hoppe, and Julie Behrens provided information and responded to questions. Discussion ensued among workshop participants, who asked questions, provided feedback, and commented.

VISITOR SPEAKERS:

- Jon Perrin – gave up time for Robin Perrin
- Robin Perrin
- Linda Stone – gave up time for Robin Perrin
- Brian Neiderhaus

- Sean Boerner – declined to speak when called
- Linda Bullard

Planning and Zoning Commission will hold a public hearing on July 7, 2022.

Councilmember Roman Garcia made a motion to have a joint Town Hall between City Council and P&Z, seconded by Councilmember Joe Herring, Jr. The motion passed 11-0.

ADJOURN. The workshop adjourned at 5:06 p.m. by Mayor Eychner.

APPROVED BY COUNCIL: _____ ATTEST:

Judy Eychner, Mayor

Shelley McElhannon, City Secretary



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

SUBJECT: City Council workshop minutes, June 28, 2022.

AGENDA DATE OF: July 12, 2022

DATE SUBMITTED: Jul 01, 2022

SUBMITTED BY: Shelley McElhannon

EXHIBITS: [20220712_Minutes_CC workshop 6-28-22 5pm.pdf](#)

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

PAYMENT TO BE MADE TO: N/A

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

SUMMARY STATEMENT:

City Council workshop minutes held June 28, 2022 at 5:00 p.m., in the City Hall Council Chambers.

RECOMMENDED ACTION:

Approve minutes as presented.

**CITY COUNCIL WORKSHOP MINUTES
CITY HALL COUNCIL CHAMBERS AND UPSTAIRS CONFERENCE ROOM
701 MAIN STREET, KERRVILLE, TEXAS**

JUNE 28, 2022 5:00 PM

CALL TO ORDER: On June 28, 2022 at 5:13 p.m., the City Council workshop was called to order by Mayor Judy Eychner at the City Hall Council Chambers, 701 Main Street.

COUNCILMEMBERS PRESENT:

Judy Eychner, Mayor
Kim Clarkson, Mayor Pro Tem, Councilmember Place 2
Roman Garcia, Councilmember Place 1
Joe Herring Jr, Councilmember Place 3
Brenda Hughes, Councilmember Place 4

COUNCILMEMBER ABSENT: None

CITY STAFF PRESENT:

E.A. Hoppe, City Manager	Guillermo Garcia, Exec Director Innovation
Mike Hayes, City Attorney	Shelley McElhannon, City Secretary
Michael Hornes, Asst City Manager	Nathan Ribar, Intern City Secretary
Kim Meisner, Asst City Manager	

VISITORS PRESENT: Summer Greathouse, Bracewell Attorney

Shelley McElhannon read the Public Comment caption into record.

1. PUBLIC COMMENT: None

2. INFORMATION, DISCUSSION, AND POSSIBLE ACTION:

2A. Public Facility Corporations.

E.A. Hoppe introduced both the item and Bracewell Attorney Summer Greathouse, who provided information and responded to questions.

Mayor Eychner announced that the Executive Session item will be postponed for discussion during the regular City Council meeting at 6:00 p.m.

3. EXECUTIVE SESSION:

3A. Workforce Housing development projects (551.071, 551.072, 551.087).

Executive Session was not convened.

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

ADJOURN. The workshop adjourned at 5:47 p.m.

APPROVED BY COUNCIL: _____ ATTEST:

Judy Eychner, Mayor

Shelley McElhannon, City Secretary



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

SUBJECT: City Council meeting minutes, June 28, 2022.

AGENDA DATE OF: July 12, 2022

DATE SUBMITTED: Jul 01, 2022

SUBMITTED BY: Shelley McElhannon

EXHIBITS: [20220712_Minutes_CC meeting 6-28-22 6pm.pdf](#)

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

PAYMENT TO BE MADE TO: N/A

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

SUMMARY STATEMENT:

City Council meeting minutes held June 28, 2022 at 6:00 p.m., in the City Hall Council Chambers.

RECOMMENDED ACTION:

Approve minutes as presented.

**CITY COUNCIL MINUTES
REGULAR MEETING**

**KERRVILLE, TEXAS
JUNE 28, 2022 6:00 PM**

On June 28, 2022 at 6:00 p.m., Mayor Judy Eychner called the Kerrville City Council meeting to order in City Hall Council Chambers, 701 Main Street. Mayor Eychner 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	Kyle Burow, Director Engineering
Mike Hayes, City Attorney	Stuart Cunyus, Public Information Officer
Michael Hornes, Assistant City Manager	Megan Folkerts, Senior Analyst
Kim Meisner, Assistant City Manager	Guillermo Garcia, Exec Dir Innovation
Shelley McElhannon, City Secretary	Eric Maloney, Fire Chief
Stuart Barron, Exec Dir PW & Engineering	Chris McCall, Police Chief
Jacob Bogusch, Finance	Drew Paxton, Chief Planner
Ashlea Boyle, Director Parks & Recreation	Trina Rodriguez, Asst Director Finance

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. ANNOUNCEMENTS OF COMMUNITY INTEREST: Announcements of Community Interest provided by Stuart Cunyus, Chief Eric Maloney, Mayor Eychner, and E.A. Hoppe. Mayor Eychner invited Doyle Community Center President Delayne Sigerman to speak, who introduced the new Executive Director B.K. Gamble.

Mayor Eychner read general business protocols of conduct into record, and shifted item 3 Visitors Forum forward.

3. VISITORS FORUM:

The following persons spoke:

- Jeff Harris and Byron Warren
- Sean Boerner

2. PRESENTATIONS:

2A. Proclamation recognizing June 2022 as Fair Housing Month in Kerrville, Texas.

Mayor Eychner recognized June 2022 as Fair Housing Month in Kerrville, Texas, and read the proclamation into record.

4. CONSENT AGENDA:

Councilmember Roman Garcia pulled item 4B. Councilmember Garcia made a motion to approve the consent agenda items 4A, 4C, and 4D, seconded by Councilmember Brenda Hughes. The motion passed 5-0.

4A. Purchase of one (1) Type 1 Ambulance from Mac Haik Dodge Chrysler Jeep, through BuyBoard Purchasing Cooperative, at a price not to exceed \$302,887.

4C. City Council meeting minutes held June 14, 2022.

4D. City Council workshop minutes held June 16, 2022.

END OF CONSENT AGENDA.

4B. City Council workshop minutes held June 14, 2022.

Councilmember Garcia made a motion to approve the minutes with the removal of the second sentence in the last paragraph on page 2 which states "*Item 3B, the Public Safety Facility, was not discussed during executive session*", seconded by Councilmember Hughes. The motion passed 5-0.

5 CONSIDERATION AND POSSIBLE ACTION:

5A. Resolution No. 37-2022. A Resolution authorizing the submission of an application for the Hazard Mitigation Grant Program (HMGP) DR-4485 to the Texas Division Of Emergency Management; authorizing the Mayor and City Manager to act as the City's Executive Officers and authorized representatives in all matters pertaining to the City's participation in this program; and authorizing a local funding match. (The grant will be used for installation of emergency power generators at various City facilities.)

Shelley McElhannon read Resolution No. 37-2022 caption into record.

Kyle Burow provided information and responded to questions. Grantworks Vice President of Client Services, Shirleen Bonacci was in attendance.

Councilmember Hughes made a motion to approve Resolution No. 37-2022 as presented, seconded by Councilmember Kim Clarkson. The motion passed 5-0.

5B. Resolutions regarding the Texas Downtown/Main Street Community Development Block Grant (TXCDBG) Program Application.

1.) Resolution No. 35-2022. A Resolution designating authorized signatories for contractual documents and documents for requesting funds pertaining to the Texas Community Development Block Grant Program (TXCDBG) Grant Agreement Number CDM21-0126.

2.) Resolution No. 36-2022. A Resolution adopting policies and procedures as required by the Texas Community Development Block Grant previously awarded to the City; and affirming the City's commitment to conduct a project-specific analysis and to take all appropriate action necessary to comply with program requirements.

Shelley McElhannon read Item 5B caption into record.

Megan Folkerts, E.A. Hoppe, and Kyle Burow provided information and responded to questions. Grantworks Vice President of Client Services, Shirleen Bonacci was in attendance. The following person(s) spoke:

- Peggy McKay

Councilmember Joe Herring, Jr. made a motion to approve Resolution No. 35-2022 and Resolution No. 36-2022, seconded by Councilmember Garcia. The motion passed 5-0.

5C. Professional Services Agreement with Kimley-Horn and Associates, Inc. for Texas Downtown/Main Street Community Development Block Grant Program post-award services in the amount of \$78,810.

Shelley McElhannon read Item 5C caption into record.
Megan Folkerts provided information and responded to questions.

Councilmember Hughes made a motion to authorize the City Manager to finalize and execute the Professional Services Agreement with Kimley-Horn and Associates Inc, seconded by Councilmember Herring. The motion passed 5-0.

5D. Authorize City's purchase of an approximate 7.117 acre tract of land generally located on the southwest corner of the intersection of Clearwater Paseo Dr. and Rio Monte Dr., by authorizing the City Manager to accept the conveyance of a deed for such property and to take any other action necessary to effectuate this transaction. Said property to be developed and used as the City's Public Safety Facility.

Shelley McElhannon read Item 5D caption into record.
Michael Hornes and E.A. Hoppe provided information and responded to questions.
The following person(s) spoke:

- Nikki Caines

Councilmember Hughes made a motion to authorize the City Manager to finalize and execute a contract, seconded by Councilmember Herring. The motion passed 5-0.

5E. Resolution No. 38-2022. A Resolution authorizing the City to utilize the Design-Build method for the construction of the City's Public Safety Facility; and authorizing other related actions as part of this method.

Shelley McElhannon read Resolution No. 38-2022 caption into record.
Stuart Barron, Mike Hayes, and E.A. Hoppe provided information and responded to questions.
The following person(s) spoke:

- Peggy McKay

Councilmember Garcia made a motion to adopt Resolution No. 38-2022 and omit Section Three, seconded by Councilmember Hughes. The motion passed 5-0.

5F. Professional Service Agreement with Freese and Nichols, Inc. to design the relocation of gravity sewer main at the future Public Safety Facility on Rio Monte Drive in the amount of \$90,785.

Shelley McElhannon read Item 5F caption into record.
Stuart Barron and E.A. Hoppe provided information and responded to questions.

Councilmember Herring made a motion to authorize the City Manager to finalize and execute a Professional Services Agreement with Freese and Nichols on the design project, seconded by Councilmember Hughes. The motion passed 5-0.

6 INFORMATION AND DISCUSSION:

6A. Finance report for month ended May 31, 2022.

Julie Behrens provided information and responded to questions.

6B. Presentation of the City's financial advisor as to economic conditions and timing of actions relating to the City's sale of general obligation bonds for its Public Safety Facility.

Julie Behrens introduced Hilltop Securities consultant Anne Berger-Entrekin, who provided information and responded to questions.

Councilmember Herring made a motion City Council enter executive session under 551.071 (consultation with attorney), 551.072 (deliberation regarding real property), and 551.087 (deliberation regarding economic development negotiations), seconded by Councilmember Hughes. The motion passed 5-0. Closed Executive Session convened at 7:34 p.m.

7 EXECUTIVE SESSION:

7A. Workforce Housing development projects (551.071, 551.072, 551.087)

The closed executive session adjourned, and City Council returned to open session at 8:25 p.m. No action was taken during executive session.

8 ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF ANY: None

9 ITEMS FOR FUTURE AGENDAS:

- Councilmember Garcia – requested a CIP update; however withdrew the request after E.A. Hoppe advised a CIP update is scheduled at the next Council workshop.

ADJOURN. The meeting adjourned at 8:27 p.m.

APPROVED BY COUNCIL: _____

APPROVED:

ATTEST:

Judy Eychner, Mayor

Shelley McElhannon, City Secretary



**TO BE CONSIDERED BY THE
PLANNING AND ZONING COMMISSION
CITY OF KERRVILLE, TEXAS**



SUBJECT: Resolution No. 39-2022. A Resolution granting a Conditional Use Permit to authorize a Car Wash on property generally located Northwest of the Intersection of Commerce Street and State Highway 27 (Junction Highway), comprising an approximate 3.57 acres and consisting of Lot 2, Block 1, Starkey Manor Subdivision; said property is located within a General Commercial Zoning District (C-3); and making said permit subject to certain conditions and restrictions.

AGENDA DATE OF: July 12, 2022

DATE

Jul 01, 2022

SUBMITTED:

SUBMITTED BY: Drew Paxton

EXHIBITS: [20220712_Reso 39-2022 CUP Commerce & Junction Hwy - Car Wash.pdf](#)

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

SUMMARY STATEMENT:

Proposal: A resolution to allow a Conditional Use Permit for a Car Wash on Lot 2, Block 1, Starkey Manor 12; and more commonly known as the northwest corner of Junction Highway and Commerce Street.

Procedural Requirements: The City, in accordance with state law, mailed 19 letters on 5/19/2022 to adjacent property owners. The City published a similar notice in the Kerrville Daily Times on 5/12/2022.

Staff Analysis and Recommendation: Consistency with the Kerrville 2050 Comprehensive Plan: The property and surrounding area are included in the Strategic Catalyst Area 4, for the commercial corridor along Junction Highway. The current zoning is not changing, therefore the CUP is consistent with the Kerrville 2050 Plan.

The Conditional Use Permit is required for this car wash due to the proximity of the 100 year flood plain. In the C-3 zoning district, car washes are permitted by right, however, when this use is within 500 feet of the 100 year flood plain, a CUP is required. Car Washes are required to follow several additional requirements for the use of the property.

These include:

- a. Car wash facilities shall be designed to utilize water re-circulation systems;
- b. Incidental equipment, such as vacuums and air compressors, shall be located a minimum of 25 feet from any street right-of-way, a minimum of 50 feet from any side or rear property line, and 100 feet from any residential zoning district or any portion of property zoned PD or MU for residential uses;
- c. An eight-foot solid fence shall be constructed and maintained along any property line adjoin a residential zoning district or any portion of property zoned PD or MU for residential uses;
- d. All lighting, including lighting for wash bays and canopies shall be designed and installed to prevent glare or light from being emitted onto adjacent properties; and
- e. This use is prohibited within 100 feet of the 100-year flood plain. In addition, where such use is within 500 feet of the 100-year flood plain or within 1,000 feet of the Nimitz Lake impoundment area, such use will require the adoption of a conditional use permit pursuant to this Code. The calculation of these distances shall be based on the approved Federal Emergency Management Agency (FEMA) map in place at the time of development and the distance shall be measured from the closest point of the flood plain or impoundment area to the closest point on the property line of the tract containing the car wash facility.

Based on the supplemental requirements for the car wash, the overall development plan, drainage plan, the development should easily mitigate any pollution concerns to the adjacent flood plain.

Adjacent Zoning and Land Uses:

Subject Property

Current Zoning: C-3

Existing Land Uses: vacant

Direction: North

Current Zoning: R-3

Existing Land Uses: vacant

Direction: South, West, and East

Current Zoning: C-3 and C-2

Existing Land Uses: commercial development

Thoroughfare Plan: The property is located along a major arterial with primary access to the adjacent local street.

Traffic Impact: To be determined

Parking: To be determined

Recommendation: Based on the consistency with the Kerrville 2050 Plan, staff recommends the CUP for approval.

On June 2nd, the Planning and Zoning Commission recommended the case for approval with a 4-2 vote.

RECOMMENDED ACTION:

Approve Resolution No. 39-2022.

**CITY OF KERRVILLE, TEXAS
RESOLUTION NO. 39-2022**

A RESOLUTION GRANTING A CONDITIONAL USE PERMIT TO AUTHORIZE A CAR WASH ON PROPERTY GENERALLY LOCATED NORTHWEST OF THE INTERSECTION OF COMMERCE STREET AND STATE HIGHWAY 27 (JUNCTION HIGHWAY); COMPRISING AN APPROXIMATE 3.57 ACRES AND CONSISTING OF LOT 2, BLOCK 1, STARKEY MANOR SUBDIVISION; SAID PROPERTY IS LOCATED WITHIN A GENERAL COMMERCIAL ZONING DISTRICT (C-3); AND MAKING SAID PERMIT SUBJECT TO CERTAIN CONDITIONS AND RESTRICTIONS

WHEREAS, the owner of the property depicted in the location map in **Exhibit A** (the "Property"), being attached hereto and made a part hereof for all purposes, is requesting approval of a Conditional Use Permit ("CUP") to allow the Property located within a General Commercial Zoning District (C-3) to be used for a car wash, as that term is defined in Section 60-17 of the City's Code of Ordinances; and

WHEREAS, a car wash is normally authorized "by right" within a General Commercial Zoning District (C-3); however, where such use will be located within 500 feet of the 100-year flood plain, such use must be authorized through the granting of a CUP by City Council; and

WHEREAS, the City Planning and Zoning Commission (the "Commission"), in compliance with state law and the Zoning Code of the City of Kerrville, Texas (Chapter 60, Code of Ordinances) ("Zoning Code"), and in particular, the procedures for obtaining a CUP; having given the requisite notices by United States mail, publication, and otherwise; and after holding a public hearing and affording a full and fair hearing to all property owners generally and particularly to those interested persons situated in the affected area and in the vicinity thereof, has recommended that City Council grant the CUP applied for and referenced herein, subject to the special conditions and restrictions set out hereinafter and applied to the Property; and

WHEREAS, City Council, in compliance with state law and the Zoning Code, and likewise having given the requisite notices and holding a public hearing on July 12, 2022, finds that the health, safety, and general welfare will be best served by the granting of the CUP as recommended by the Commission and referenced herein on the Property;

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

SECTION ONE. A Conditional Use Permit is granted to permit the Property described as follows, and located within a General Commercial Zoning District (C-3), to be developed and used for car wash as that term is defined in and pursuant to the City's Zoning Code (Chapter 60, Article XI), and such use is subject to the provisions of this Resolution and other City ordinances and regulations:

Legal Description: Being property lying and being situated within the City of Kerrville, Kerr County, Texas, and being approximately 3.57 acres and consisting of Lot 2, Block 1, Starkey Manor 12 subdivision; and being depicted on the location map at **Exhibit A**.

General Description: Northwest of the intersection of Commerce Street and State Highway 27.

SECTION TWO. Development and use of the Property is subject to the Zoning Code, and in particular, Section 60-60 and the supplementary development requirements required for a car wash.

SECTION THREE. This Resolution and CUP granted herein is subject to termination in accordance with the Zoning Code.

SECTION FOUR. City Council finds and determines that its adoption of this Resolution promotes the health, safety, and general welfare of the public and is a proper valid exercise of the City's police powers.

SECTION FIVE. If any section, subsection, sentence, clause, phrase, or portion of this Resolution is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

SECTION SIX. This Resolution is effective upon adoption.

PASSED AND APPROVED ON this the _____ day of _____, A.D., 2022.

Judy Eychner, Mayor

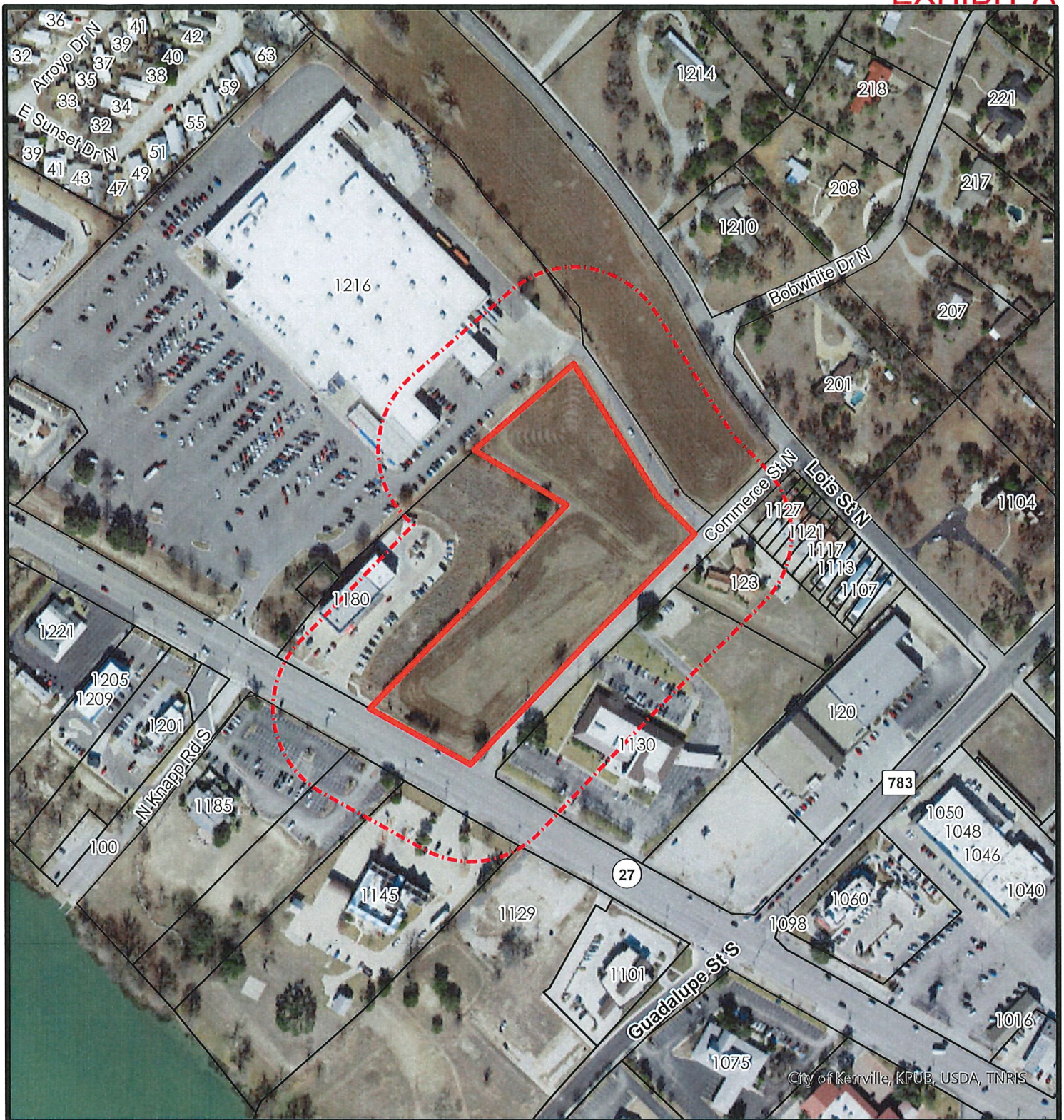
APPROVED AS TO FORM:



Michael C. Hayes, City Attorney

ATTEST:

Shelley McElhannon, City Secretary



Location Map

Case # PZ-2022-023

Location:

Property ID #503334

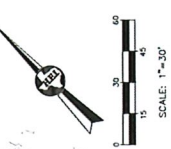
Legend

200' Notification Area
Subject Properties



0 100 200 400

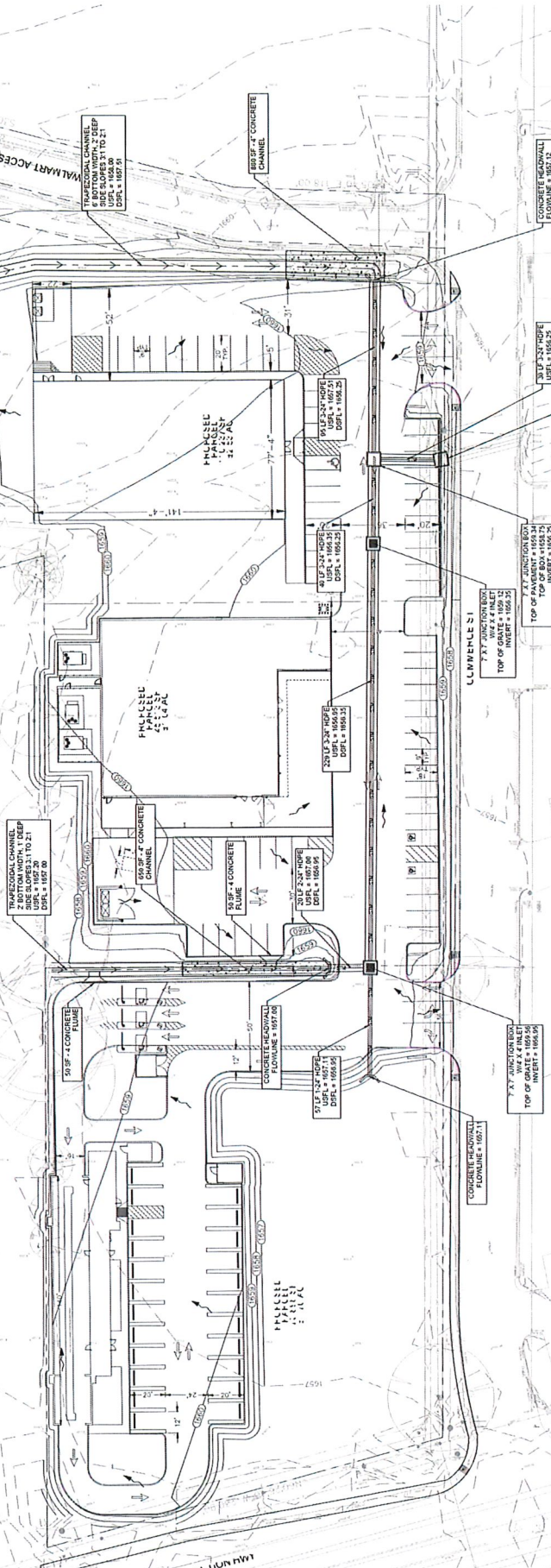
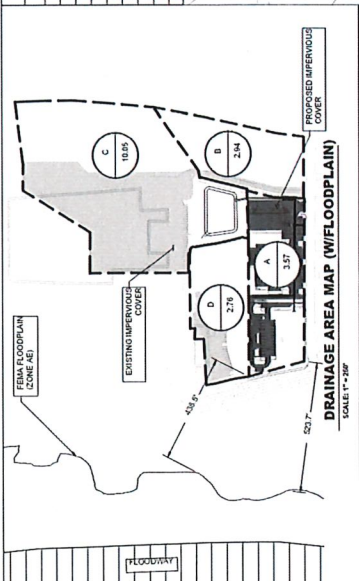
Scale In Feet



QUANTITY SUMMARY

DESCRIPTION	UNIT	QTY
8" CONCRETE FLUME	LF	100
8" CONCRETE CHANNEL	SF	1,660
7.5' X 7.5' JUNCTION BOX	EA	4
4' X 4' INLET	EA	2
CONCRETE HEADWALL	EA	3
24" PIPE	LF	1,316
CUT	CY	2,680
FILL	CY	9,778

*FILL ADJACENT TO TO ACCOUNT FOR PAVEMENT, CONCRETE, AND LANDSCAPING MATERIAL.



LEGEND

- PROPOSED DITCH
- DRAINAGE AREA DESIGNATION
- DRAINAGE AREA (ACRES)
- DRAINAGE AREA BOUNDARY
- PROPOSED FLOW ARROW
- PROPOSED CONTOUR
- EXISTING MAJOR CONTOUR

OVERALL HYDROLOGIC SUMMARY

DEVELOPMENT CONDITION	SUBBASIN	AREA (ACRES)	RUNOFF COEFFICIENT	TIME OF CONCENTRATION (MIN)	2-YEAR EVENT		5-YEAR EVENT		10-YEAR EVENT		25-YEAR EVENT		50-YEAR EVENT	
					INTENSITY (IN/HR)	FLOW (CFS)	INTENSITY (IN/HR)	FLOW (CFS)	INTENSITY (IN/HR)	FLOW (CFS)	INTENSITY (IN/HR)	FLOW (CFS)	INTENSITY (IN/HR)	FLOW (CFS)
PRE	A	3.57	0.49	10.00	4.9	8.5	6.1	10.6	7.1	12.4	8.6	15.9	9.8	17.1
POST	A	3.57	0.82	10.00	4.9	14.3	6.1	17.8	7.1	29.7	8.6	25.1	9.8	22.2
PRE	B	2.54	0.64	10.00	4.9	7.7	6.1	9.6	7.1	11.2	8.6	13.5	9.8	15.4
POST	B	2.54	0.74	10.00	4.9	38.2	6.1	45.0	7.1	52.5	8.6	63.5	9.8	72.2
PRE	C	18.05	0.74	10.00	4.9	38.2	6.1	45.0	7.1	52.5	8.6	63.5	9.8	72.2
POST	C	18.05	0.74	10.00	4.9	38.2	6.1	45.0	7.1	52.5	8.6	63.5	9.8	72.2
PRE	D	2.76	0.66	10.00	4.9	8.9	6.1	11.1	7.1	13.0	8.6	15.7	9.8	17.8
POST	D	2.76	0.66	10.00	4.9	8.9	6.1	11.1	7.1	13.0	8.6	15.7	9.8	17.8

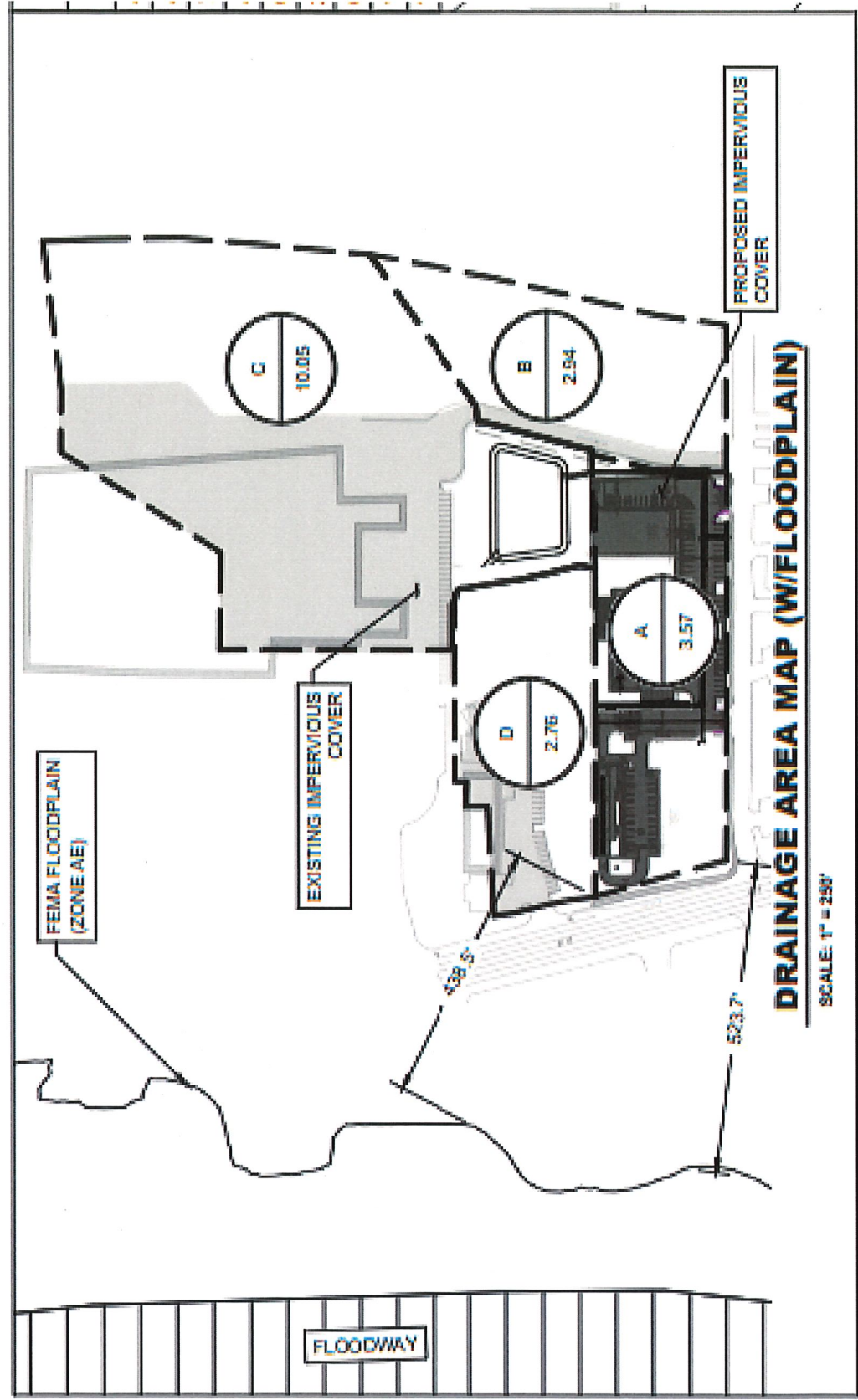


INTERIM REVIEW ONLY
For general information only.
Not for construction.
JOHN M. HEWITT
66142
4/12/2022

Case PZ-2022-23

Distance to Flood Plain Exhibit

Note: CUP required if car wash is within 500 feet of 100-year flood plain or within 1,000 feet of Nimitz Lake impoundment.





**TO BE CONSIDERED BY THE
PLANNING AND ZONING COMMISSION
CITY OF KERRVILLE, TEXAS**



SUBJECT: Resolution No. 40-2022. A Resolution granting a Conditional Use Permit to authorize a Short-Term Rental Unit on the property consisting of on Lots 2 and 3, Block 2, Virgil Merrell 3rd Addition; and more commonly known as 1203 Donna Kay; said property is located within a Single-Family Residential Zoning District (R-1); and making said permit subject to conditions and restrictions.

AGENDA DATE OF: July 12, 2022

DATE

Jul 01, 2022

SUBMITTED:

SUBMITTED BY: Drew Paxton

EXHIBITS: [20220712_Reso 40-2022 CUP 1203 Donna Kay STR.pdf](#)
[20220712_Letter opposed 1203 Donna Kay McBain.pdf](#)

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

SUMMARY STATEMENT:

Proposal: A resolution to allow a Conditional Use Permit for a Short Term Rental on Lots 2 and 3, Block 2, Virgil Merrell 3; and more commonly known as 1203 Donna Kay Drive, Kerrville, TX 78028.

Procedural Requirements: The City, in accordance with state law, mailed 20 letters on 5/19/2022 to adjacent property owners. The City published a similar notice in the Kerrville Daily Times on 5/12/2022. In addition, an informational sign was posted at the front of the property on 5/26/2022. At the time of drafting this Agenda Bill, one comment had been received.

Staff Analysis and Recommendation

Adjacent Zoning and Land Uses:

Subject Property

Current Zoning: R-1 Single-family residential

Existing Land Use: Single family residence

Direction: North, West, East

Current Zoning: R-1 Single-family residential

Existing Land Uses: Single family residences

Direction: South

Current Zoning: R-2 Medium Density Residential

Existing Land Uses: Single family residences

Consistency with the Kerrville 2050 Comprehensive Plan: The subject property and surrounding residential areas are designated as Neighborhood Residential (NR). Since the underlying zoning is not changing for the subject property, the request is consistent with the Kerrville 2050 Comprehensive Plan.

Thoroughfare Plan: The subject property is located on a residential street.

Traffic Impact: No traffic impact is anticipated.

Parking: A Short Term Rental requires one off-street parking space per bedroom and one additional off-street parking space for a manager, if the manager does not live onsite. This property has 3 bedrooms and no onsite manager so 4 off-street parking spaces are required. The applicant has identified 6 available off-street parking spaces, meeting the off-street parking requirement.

Case Summary: The applicant is proposing to use an existing home as a Short Term Rental.

The subject property is located within an R-1 zoning district. As such, a Short Term Rental requires a Conditional Use Permit.

The applicant has provided the following statement regarding the proposed Short Term Rental: I wish to have my home available as a short term rental property. My hope is to host no more than 10 guests at a time for a period of less than 30 days at a time and to help direct them to Kerrville's charms and businesses during their stay. I expect my property to primarily be appealing to larger families looking for a place to stay in town during their visit. I would be listing my house on websites that connect guests to host properties in their desired location.

Recommendation: Because the Conditional Use Permit request is consistent with the Kerrville 2050 Comprehensive Plan, will meet all zoning regulations, and there are amenities in close proximity to this proposed Short Term Rental location, staff recommends approval with consideration and inclusion of the following Proposed CUP Conditions.

On June 2nd, the Planning and Zoning Commission recommended the case for approval with a unanimous vote.

Proposed CUP Conditions for Short Term Rental

- A. Guest Notification: The owner or operator of the Property shall post “Guest Notification” in a conspicuous place within the rental unit on the Property. Guest Notification is shown on the following page.
- B. Local Contact: The owner or operator of the Property shall provide the City with contact information for a local representative, within approximately two hours distance.
- C. Occupancy Taxes: The owner or operator of the Property shall comply with the City’s occupancy tax requirements as found within Ch. 94, Division III, of the City’s Code of Ordinances.
- D. Sign: The Property may not use more than one non-illuminated, on-site sign, in conjunction with its Short Term Rental unit. The sign may either be: (i) flush-mounted to one of the residential structures and may not exceed one-square foot in size; or, (ii) freestanding and placed in the front yard but no closer than 20 feet to any property line and not exceeding six square feet in size and three feet in height. Any such sign shall comply with the City’s Sign Code.
- E. Minimum Off-Street Parking: One space per bedroom, plus parking required for the manager, if living off-site.
- F. Maximum Occupancy: The maximum occupancy for any Short Term Rental is ten (10) guests. Short term rental owner / operator may set occupancy limits at less than ten (10) guests, however, in no case shall occupancy limits exceed ten (10) guests.
- G. Other Zoning Regulations: The regulations set forth in this Resolution are in addition to those set forth in the Zoning Code, as may be amended or superseded. In the event of any irreconcilable conflict between this Resolution and the regulations set forth in the Zoning Code, the provisions of this Resolution will prevail.

RECOMMENDED ACTION:

Approve Resolution No. 40-2022.

**CITY OF KERRVILLE, TEXAS
RESOLUTION NO. 40-2022**

A RESOLUTION GRANTING A CONDITIONAL USE PERMIT TO AUTHORIZE A SHORT-TERM RENTAL UNIT ON THE PROPERTY CONSISTING OF LOTS 2 AND 3, BLOCK 2, VIRGIL MERRELL 3RD ADDITION; AND MORE COMMONLY KNOWN AS 1203 DONNA KAY; SAID PROPERTY IS LOCATED WITHIN A SINGLE-FAMILY RESIDENTIAL ZONING DISTRICT (R-1); AND MAKING SAID PERMIT SUBJECT TO CONDITIONS AND RESTRICTIONS

WHEREAS, the owner of the property known as 1203 Donna Kay and depicted on the location map and site plan found at **Exhibit A** (the "Property"), said exhibit being attached hereto and made a part hereof for all purposes, is requesting approval of a Conditional Use Permit ("CUP") to authorize a short-term rental unit on the Property, which is located within a Single-Family Residential Zoning District (R-1); and

WHEREAS, the City Planning and Zoning Commission (the "Commission"), in compliance with state law and the Zoning Code of the City of Kerrville, Texas (Chapter 60, Code of Ordinances) ("Zoning Code"), and in particular, the procedures for obtaining a CUP; having given the requisite notices by United States mail, publication, and otherwise; and after holding a public hearing and affording a full and fair hearing to all property owners generally and particularly to those interested persons situated in the affected area and in the vicinity thereof, has recommended that City Council grant the CUP applied for and referenced herein, subject to the special conditions and restrictions set out hereinafter and applied to the Property; and

WHEREAS, City Council, in compliance with state law and the Zoning Code, and likewise having given the requisite notices and holding a public hearing on July 12, 2022, finds that the health, safety, and general welfare will be best served by the granting of the CUP as recommended by the Commission and referenced herein on the Property;

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

SECTION ONE. A Conditional Use Permit is granted to permit the Property described as follows, and located within a Single-Family Residential Zoning District (R-1), to be developed and used for a Short-Term Rental Unit ("STRU") as that term is defined in and pursuant to the Zoning Code, such use subject to the provisions of this Resolution and other City ordinances and regulations:

Legal Description: consisting of Lots 2 and 3, Block 2, out of the Virgil Merrell 3rd Addition, a subdivision of Kerr County and the city of Kerrville, and being depicted on the

location map and site plan found at **Exhibit A**.

Address: 1203 Donna Kay, Kerrville, TX 78028.

SECTION TWO. In addition to the development and use regulations currently applicable to the Property, development and use of the Property is subject to the following additional conditions:

- A. **Guest Notification:** The owner or operator of the Property shall post a “guest notification” in a conspicuous place within the STRU on the Property, said notification which is attached as **Exhibit B**.
- B. **Local Contact:** The owner or operator of the Property shall provide the City’s Director of Development Services (“Director”), with contact information for a local representative, which may include themselves. The local representative must be able to respond to a City employee or guest of the STRU within two hours after being notified of an emergency. Should a change occur to the contact information, the owner or operator of the Property shall update the Director in writing with the new information within three business days of any such change.
- C. **Occupancy Taxes:** The owner or operator of the Property shall comply with the City’s occupancy tax requirements as found within Ch. 94, Division III, of the City’s Code of Ordinances.
- D. **Sign:** The Property may not use more than one non-illuminated, on-site sign, in conjunction with the STRU. The sign may either be: (i) flush-mounted to one of the residential structures and may not exceed one-square foot in size; or, (ii) freestanding and placed in the front yard but no closer than 20 feet to any property line and may not exceed six square feet in size and three feet in height. Any such sign shall comply with the City’s Sign Code.
- E. **Parking:** The Property must include at a minimum, one (1) off-street parking space per bedroom, plus an additional space for the manager, if living off-site.
- F. **Maximum Occupancy:** The Property is subject to a maximum occupancy of ten (10) guests, which may be lower per rules set by the owner or operator.
- G. **Other Zoning Regulations:** The regulations set forth in this Resolution are in addition to those set forth in the Zoning Code, as may be amended or superseded. In the event of any irreconcilable conflict between this Resolution

and the regulations set forth in the Zoning Code, the provisions of this Resolution will prevail.

SECTION THREE. This Resolution and the CUP granted herein are subject to termination in accordance with the Zoning Code.

SECTION FOUR. City Council finds and determines that its adoption of this Resolution promotes the health, safety, and general welfare of the public and is a proper valid exercise of the City's police powers.

SECTION FIVE. If any section, subsection, sentence, clause, phrase, or portion of this Resolution is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

SECTION SIX. This Resolution is effective upon adoption.

PASSED AND APPROVED ON this the ____ day of _____, A.D., 2022.

Judy Eychner, Mayor

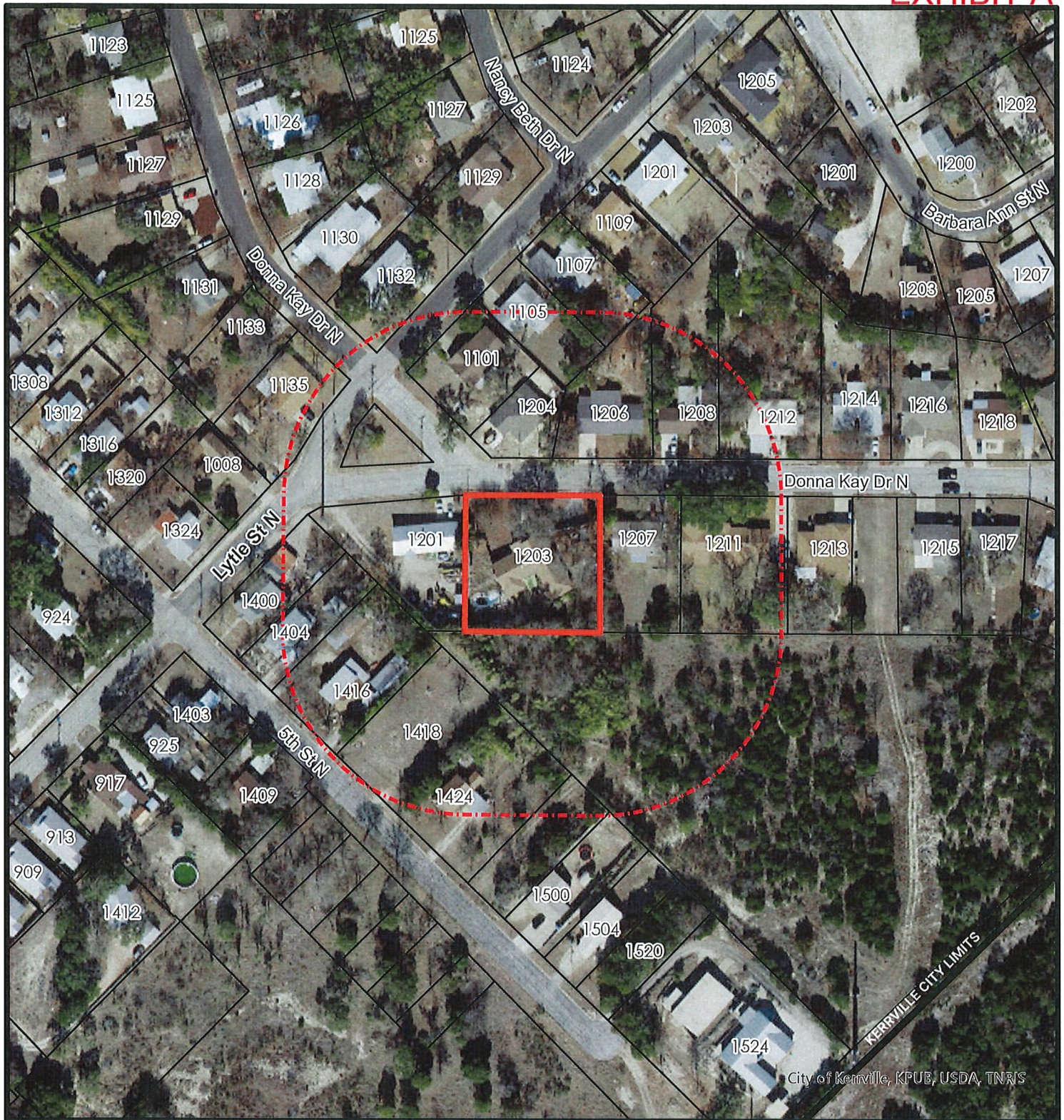
APPROVED AS TO FORM:

ATTEST:



Michael C. Hayes, City Attorney

Shelley McElhannon, City Secretary



Location Map

Case # PZ-2022-025

Location:

1203 Donna Kay Dr

Legend

200' Notification Area -----
Subject Properties —————

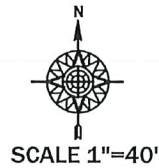


0 50 100 200

Scale In Feet

PLAT OF ALL THAT CERTAIN TRACT OR PARCEL OF LAND, LYING AND BEING SITUATED IN THE COUNTY OF KERR, STATE OF TEXAS, AND BEING ALL OF LOTS 2 AND 3, BLOCK 2, OF VIRGIL MERRELL 3RD ADDITION, A SUBDIVISION OF RECORD IN VOLUME 3, PAGE 16, PLAT RECORDS OF KERR COUNTY, TEXAS

This tract is subject to a 6 ft. wide utility easement recorded in V. 115, P. 94, Deed Records of Kerr County, Texas as shown hereon; an easement to L.C.R.A. recorded in V. 82, P. 138, Deed Records of Kerr County, Texas; and to a "Blanket Easement" to Lone Star Gas Co. recorded in V. 1, P. 397, Easement Records of Kerr County, Texas.

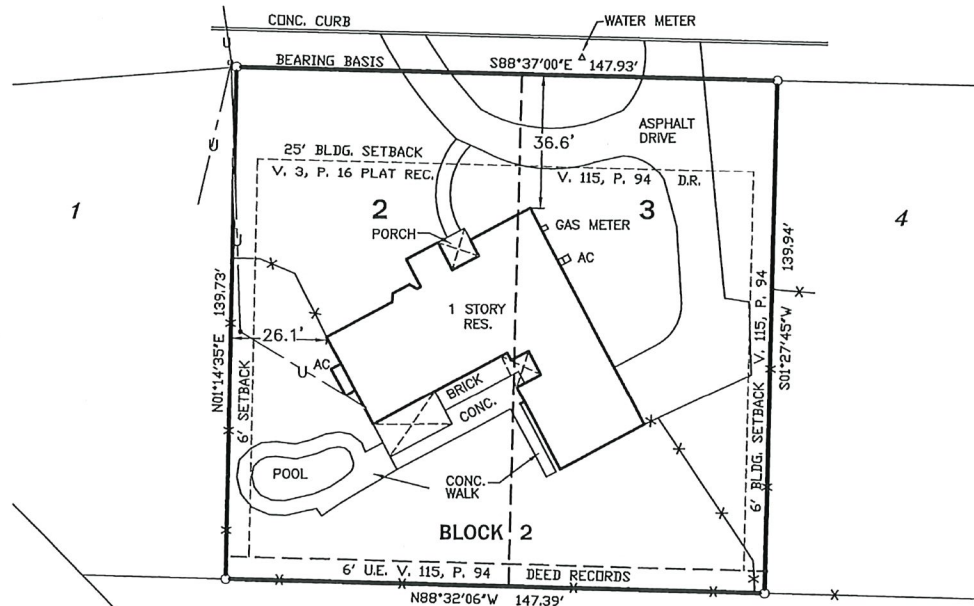


Borrower: Asdrubal L. Garcia Peralta and Leslie Rebekah Argil
1203 Donna Kay Drive
Kerrville, Texas 78028

— X — FENCELINE
— U — OVERHEAD UTILITY LINE
○ FOUND 1/2" IRON STAKE

DONNA KAY DRIVE

(50' R.O.W. V. 3, P. 16 PLAT RECORDS)



4.96 AC
V. 3, P. 16
PLAT RECORDS

Reviewed and accepted by:

[Signature]

THIS PLAT REPRESENTS A SURVEY MADE ON THE GROUND UNDER MY DIRECTION. THERE ARE NO VISIBLE OR APPARENT EASEMENTS OR ENCROACHMENTS EXCEPT AS SHOWN HEREON. THIS TRACT IS NOT LOCATED WITHIN THE 100 YEAR FLOOD BOUNDARY PER F.E.M.A. FLOOD INSURANCE RATE MAP PANEL NO. 48265C0490 F.

DATED THIS THE 30TH DAY OF MAY, 2013

[Signature]
ERIC N. ASHLEY
REGISTERED PROFESSIONAL LAND SURVEYOR NO. 4617
JOB NO. 5042AKC PERALTA, ASDRUBAL.DWG





SHORT TERM RENTAL CONDITIONAL USE PERMIT GUEST NOTIFICATION

CUP Resolution Number 40-2022

This short term rental has been permitted by the City of Kerrville as a conditional use under the above referenced resolution within a residential neighborhood and requires all guests to be aware of the following:

Because this short term rental is located within a residential neighborhood, proper etiquette should be observed at all times. The conditional use permit was issued in an effort **“to preserve the health, safety, and general welfare of adjacent property and its occupants and to protect such property and occupants from excessive noise, vibration, dust, dirt smoke, fumes, gas, odor, traffic, explosion, glare, surface water drainage, offensive view, or other undesirable hazardous conditions....”**

As a guest, please be aware of the proximity of your neighbors and be respectful of their right to privacy, a quiet environment, and unobstructed access to their property. Loud music, loud parties and excessive noise should be avoided. Parking should be limited to onsite parking spaces provided by short term rental management. Place trash and recycling in the appropriate containers.

As per the Conditional Use Permit, the **maximum occupancy is ten (10) guests**. The Short Term Rental owner may have other occupancy restrictions for fewer guests, however, in no case shall guest occupancy exceed ten (10) guests.

If you should have any questions regarding this notification, please contact the short term rental management.

Name: _____

Contact Number: _____

Thank you!

This Guest Notification should be posted by short term rental management in a location clearly visible by all guests and provided with check-in information. Posting of duplicate copies of this Guest Notification within each guest room is highly encouraged to clearly communicate the importance of proper etiquette within a residential neighborhood. Thank you!

From: [Mike McBain](#)
To: [Planning Division](#); [Mike McBain](#)
Subject: Case PZ-2022-025 location 1203 Donna Kay
Date: Saturday, May 21, 2022 6:25:44 PM

EXTERNAL EMAIL: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Gentlemen,

As mentioned in your notification letter concerning zoning request at 1203 Donna Kay, we are owners of 2 houses within 200 feet of mentioned zoning request, 1204 Donna Kay and 1101 Lytle.

We object to the change in zoning to a short term rental use. We believe the daily rental of single family housing changes the traffic and stability of single family neighborhoods.

There are many examples in the media this year of disturbances created by daily tenants with no stake in the location they've rented. There is often no policing of problems until the damage is done.

This conditional use permit would be a negative impact on the Donna Kay and Lytle intersection and surrounding homes.

We object to that permit.

Please confirm receipt of this letter as we will not be able to attend this public hearing.

Thanks

Mike McBain
R&T Truck Inc.
PO Box 294838 Kerrville Tx 78029
~*Notice our new billing address*~
Office: 888-692-4246
Fax: (866-234-3655)
Cell: (956) 286-5943



"Cotton Transportation and Warehousing"



**TO BE CONSIDERED BY THE
PLANNING AND ZONING COMMISSION
CITY OF KERRVILLE, TEXAS**



SUBJECT: Resolution No. 41-2022. A Resolution granting a Conditional Use Permit to authorize a Short-Term Rental Unit on the property consisting of Lot 3, Block 1, Schreiner High School Addition; and more commonly known as 729 Robinson; said property is located within a Single-Family Residential with Accessory Dwelling Unit Zoning District (R-1A); and making said permit subject to conditions and restrictions.

AGENDA DATE OF: July 12, 2022

DATE

Jul 01, 2022

SUBMITTED:

SUBMITTED BY: Drew Paxton

EXHIBITS: [20220712_Reso 41-2022 CUP 729 Robinson STR.pdf](#)

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

SUMMARY STATEMENT:

Proposal: A resolution to allow a Conditional Use Permit for a Short Term Rental on Lot 3, Block 1, Schreiner High School Addition; and more commonly known as 729 Robinson Avenue, Kerrville, TX 78028.

Procedural Requirements: The City, in accordance with state law, mailed 28 letters on 5/19/2022 to adjacent property owners. The City published a similar notice in the Kerrville Daily Times on 5/12/2022. In addition, an informational sign was posted at the front of the property on 5/26/2022. At the time of drafting this Agenda Bill, no comments had been received.

Staff Analysis and Recommendation

Adjacent Zoning and Land Uses:

Subject Property

Current Zoning: R-1A Single-family residential with accessory dwelling unit

Existing Land Use: Single family residence

Direction: North, South, West, East

Current Zoning: R-1A Single-family residential with accessory dwelling unit

Existing Land Uses: Single family residences

Consistency with the Kerrville 2050 Comprehensive Plan: The subject property and surrounding residential areas are designated as Transitional Residential (TR). Since the underlying zoning is not changing for the subject property, the request is consistent with the Kerrville 2050 Comprehensive Plan.

Thoroughfare Plan: The subject property is located on a residential street.

Traffic Impact: No traffic impact is anticipated.

Parking: A Short Term Rental requires one off-street parking space per bedroom and one additional off-street parking space for a manager, if the manager does not live onsite. This property has 1 bedroom and no onsite manager so 2 off-street parking spaces are required. The applicant has identified 2 available off-street parking spaces, meeting the off-street parking requirement.

Case Summary: The applicant is proposing to use an existing home as a Short Term Rental.

The subject property is located within an R-1 zoning district. As such, a Short Term Rental requires a Conditional Use Permit.

The applicant has provided the following statement regarding the proposed Short Term Rental: The 1 bedroom, 1 bath home with 2 off-street parking spaces is intended for use as a short term rental. This property is inside the neighborhood bounded by Tivy St on the SE, Golf St. on the NE, Earl Garrett on the NW and Jefferson St. on the SW that includes a varied mix of residential, office/commercial, neighborhood commercial and institutional use. I feel this is an ideal location for the use of the property as a short term rental. There are a couple other properties used as short-term rentals in the area. There are no restrictive covenants that would prevent such use. It is walking distance to downtown amenities, the Kerrville River Trail, the municipal golf course as well as the youth athletic complex on Holdsworth Drive. It is a short drive to other location attractions and venues such as the Empty Cross Sculpture Garden, Hill Country Youth Exhibit Center, regional health care facilities, other area restaurants and shopping, etc. This home will have a maximum occupancy of 4 guests and a minimum age requirement of 25 years to reserve. The property will be jointly managed by a local management company, Arden Hills Property Management, who has been in business over 20 years in the City of Kerrville as well as by myself personally as a local resident. There is a 24 hour, 7 day a week emergency line available for contact.

Recommendation: Because the Conditional Use Permit request is consistent with the Kerrville 2050 Comprehensive Plan, will meet all zoning regulations, and there are

amenities in close proximity to this proposed Short Term Rental location, staff recommends approval with consideration and inclusion of the following Proposed CUP Conditions.

On June 2nd, the Planning and Zoning Commission recommended approval of the case with a unanimous vote.

Proposed CUP Conditions for Short Term Rental

- A. Guest Notification: The owner or operator of the Property shall post "Guest Notification" in a conspicuous place within the rental unit on the Property. Guest Notification is shown on the following page.
- B. Local Contact: The owner or operator of the Property shall provide the City with contact information for a local representative, within approximately two hours distance.
- C. Occupancy Taxes: The owner or operator of the Property shall comply with the City's occupancy tax requirements as found within Ch. 94, Division III, of the City's Code of Ordinances.
- D. Sign: The Property may not use more than one non-illuminated, on-site sign, in conjunction with its Short Term Rental unit. The sign may either be: (i) flush-mounted to one of the residential structures and may not exceed one-square foot in size; or, (ii) freestanding and placed in the front yard but no closer than 20 feet to any property line and not exceeding six square feet in size and three feet in height. Any such sign shall comply with the City's Sign Code.
- E. Minimum Off-Street Parking: One space per bedroom, plus parking required for the manager, if living off-site.
- F. Maximum Occupancy: The maximum occupancy for any Short Term Rental is ten (10) guests. Short term rental owner / operator may set occupancy limits at less than ten (10) guests, however, in no case shall occupancy limits exceed ten (10) guests.
- G. Other Zoning Regulations: The regulations set forth in this Resolution are in addition to those set forth in the Zoning Code, as may be amended or superseded. In the event of any irreconcilable conflict between this Resolution and the regulations set forth in the Zoning Code, the provisions of this Resolution will prevail.

RECOMMENDED ACTION:

Approve Resolution No. 41-2022.

**CITY OF KERRVILLE, TEXAS
RESOLUTION NO. 41-2022**

A RESOLUTION GRANTING A CONDITIONAL USE PERMIT TO AUTHORIZE A SHORT-TERM RENTAL UNIT ON THE PROPERTY CONSISTING OF LOT 3, BLOCK 1, SCHREINER HIGH SCHOOL ADDITION; AND MORE COMMONLY KNOWN AS 729 ROBINSON; SAID PROPERTY IS LOCATED WITHIN A SINGLE-FAMILY RESIDENTIAL WITH ACCESSORY DWELLING UNIT ZONING DISTRICT (R-1A); AND MAKING SAID PERMIT SUBJECT TO CONDITIONS AND RESTRICTIONS

WHEREAS, the owner of the property known as 729 Robinson and depicted on the location map and site plan found at **Exhibit A** (the "Property"), said exhibit being attached hereto and made a part hereof for all purposes, is requesting approval of a Conditional Use Permit ("CUP") to authorize a short-term rental unit on the Property, which is located within a Single-Family Residential with Accessory Dwelling Unit Zoning District (R-1A); and

WHEREAS, the City Planning and Zoning Commission (the "Commission"), in compliance with state law and the Zoning Code of the City of Kerrville, Texas (Chapter 60, Code of Ordinances) ("Zoning Code"), and in particular, the procedures for obtaining a CUP; having given the requisite notices by United States mail, publication, and otherwise; and after holding a public hearing and affording a full and fair hearing to all property owners generally and particularly to those interested persons situated in the affected area and in the vicinity thereof, has recommended that City Council grant the CUP applied for and referenced herein, subject to the special conditions and restrictions set out hereinafter and applied to the Property; and

WHEREAS, City Council, in compliance with state law and the Zoning Code, and likewise having given the requisite notices and holding a public hearing on July 12, 2022, finds that the health, safety, and general welfare will be best served by the granting of the CUP as recommended by the Commission and referenced herein on the Property;

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

SECTION ONE. A Conditional Use Permit is granted to permit the Property described as follows, and located within a Single-Family Residential with Accessory Dwelling Unit Zoning District (R-1A), to be developed and used for a Short-Term Rental Unit ("STRU") as that term is defined in and pursuant to the Zoning Code, such use subject to the provisions of this Resolution and other City ordinances and regulations:

Legal Description: consisting of Lot 3, Block 1, out of the Schreiner High School Addition, a subdivision of Kerr

County and the city of Kerrville, and being depicted on the location map and site plan found at **Exhibit A**.

Address: 729 Robinson, Kerrville, TX 78028.

SECTION TWO. In addition to the development and use regulations currently applicable to the Property, development and use of the Property is subject to the following additional conditions:

- A. **Guest Notification:** The owner or operator of the Property shall post a “guest notification” in a conspicuous place within the STRU on the Property, said notification which is attached as **Exhibit B**.
- B. **Local Contact:** The owner or operator of the Property shall provide the City’s Director of Development Services (“Director”), with contact information for a local representative, which may include themselves. The local representative must be able to respond to a City employee or guest of the STRU within two hours after being notified of an emergency. Should a change occur to the contact information, the owner or operator of the Property shall update the Director in writing with the new information within three business days of any such change.
- C. **Occupancy Taxes:** The owner or operator of the Property shall comply with the City’s occupancy tax requirements as found within Ch. 94, Division III, of the City’s Code of Ordinances.
- D. **Sign:** The Property may not use more than one non-illuminated, on-site sign, in conjunction with the STRU. The sign may either be: (i) flush-mounted to one of the residential structures and may not exceed one-square foot in size; or, (ii) freestanding and placed in the front yard but no closer than 20 feet to any property line and may not exceed six square feet in size and three feet in height. Any such sign shall comply with the City’s Sign Code.
- E. **Parking:** The Property must include at a minimum, one (1) off-street parking space per bedroom, plus an additional space for the manager, if living off-site.
- F. **Maximum Occupancy:** The Property is subject to a maximum occupancy of ten (10) guests, which may be lower per rules set by the owner or operator.
- G. **Other Zoning Regulations:** The regulations set forth in this Resolution are in addition to those set forth in the Zoning Code, as may be amended or

superseded. In the event of any irreconcilable conflict between this Resolution and the regulations set forth in the Zoning Code, the provisions of this Resolution will prevail.

SECTION THREE. This Resolution and the CUP granted herein are subject to termination in accordance with the Zoning Code.

SECTION FOUR. City Council finds and determines that its adoption of this Resolution promotes the health, safety, and general welfare of the public and is a proper valid exercise of the City's police powers.

SECTION FIVE. If any section, subsection, sentence, clause, phrase, or portion of this Resolution is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

SECTION SIX. This Resolution is effective upon adoption.

PASSED AND APPROVED ON this the ____ day of _____, A.D., 2022.

Judy Eychner, Mayor

APPROVED AS TO FORM:



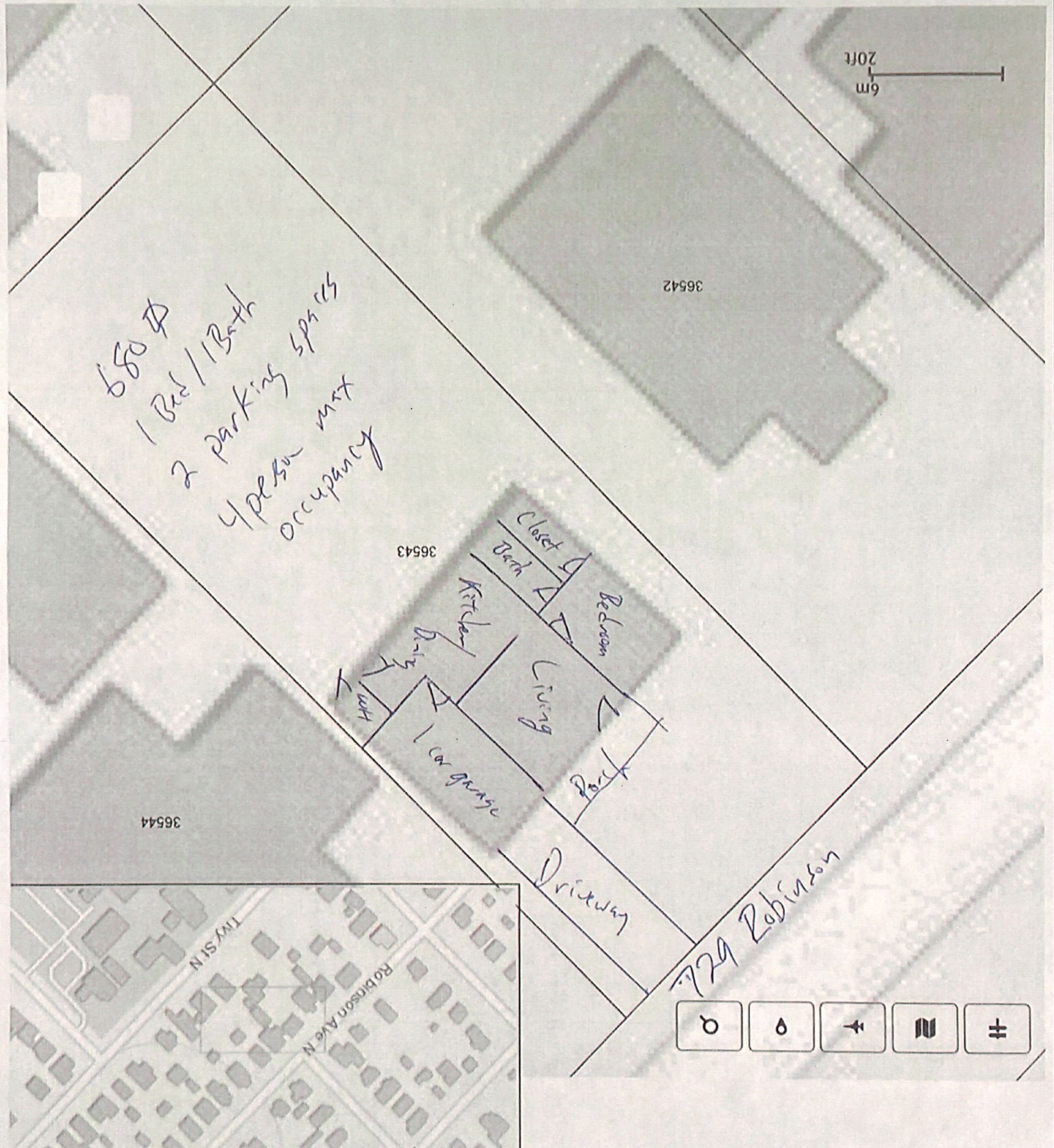
Michael C. Hayes, City Attorney

ATTEST:

Shelley McElhannon, City Secretary

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.

EXHIBIT A





SHORT TERM RENTAL CONDITIONAL USE PERMIT GUEST NOTIFICATION

CUP Resolution Number 41-2022

This short term rental has been permitted by the City of Kerrville as a conditional use under the above referenced resolution within a residential neighborhood and requires all guests to be aware of the following:

Because this short term rental is located within a residential neighborhood, proper etiquette should be observed at all times. The conditional use permit was issued in an effort **“to preserve the health, safety, and general welfare of adjacent property and its occupants and to protect such property and occupants from excessive noise, vibration, dust, dirt smoke, fumes, gas, odor, traffic, explosion, glare, surface water drainage, offensive view, or other undesirable hazardous conditions....”**

As a guest, please be aware of the proximity of your neighbors and be respectful of their right to privacy, a quiet environment, and unobstructed access to their property. Loud music, loud parties and excessive noise should be avoided. Parking should be limited to onsite parking spaces provided by short term rental management. Place trash and recycling in the appropriate containers.

As per the Conditional Use Permit, the **maximum occupancy is ten (10) guests**. The Short Term Rental owner may have other occupancy restrictions for fewer guests, however, in no case shall guest occupancy exceed ten (10) guests.

If you should have any questions regarding this notification, please contact the short term rental management.

Name: _____

Contact Number: _____

Thank you!

This Guest Notification should be posted by short term rental management in a location clearly visible by all guests and provided with check-in information. Posting of duplicate copies of this Guest Notification within each guest room is highly encouraged to clearly communicate the importance of proper etiquette within a residential neighborhood. Thank you!



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

SUBJECT: Kerrville Police Department Body Camera/In-Car Camera Replacement Project.

AGENDA DATE OF: July 12, 2022

DATE SUBMITTED: Jun 30, 2022

SUBMITTED BY: Chief Chris McCall

EXHIBITS:

Expenditure Required:	Remaining Budget Balance in Account:	Amount Budgeted:	Account Number:
\$636,320.10 (\$397,853.85 CIP Funds - via ARPA, \$238,466.25 Department of Justice Grant)	0 Request to utilize \$397,853.85 from second tranche of ARPA funds to be received in the next few months	0 New project	70-7000-5320

PAYMENT TO BE MADE TO: Utility Associates, Inc.

Kerrville 2050 Item?	Yes
Key Priority Area	F - Public Facilities and Services
Guiding Principle	F2. Place the highest priority on public safety (police, fire, EMS).
Action Item	N/A

SUMMARY STATEMENT:

The police department identified the need to replace aging body camera and in car camera equipment in 2021. In November 2021 a grant application was completed and submitted to the Office of the Governor for funding to partially cover the replacement of body worn cameras for our front line personnel. In March of 2022 KPD received notification of grant award. In April 2022 Council approved the acceptance of the \$238,466.25 grant for this portion of the project.

The solution selected is the BodyWorn by Utility Associates, Inc. a Texas Department of Information Resource (DIR) vendor #DIR-CPO-4799-AWARD. Purchases made through DIR purchasing coop is compliant with the City's purchasing policy and state law. This

system ensures our patrol car video cameras and body worn cameras are on the same system and sync when in use. The improved technology helps ensure activation of body cameras in more situations and relies less on officer activation. Utility Associates, Inc. will provide body cameras, in-car cameras, uniform retrofit and installation of all equipment. This system requires an upgrade to our current in car computer system that will allow the camera system to operate appropriately and will simultaneous improve field functionality related to technology. The total cost of the project is \$636,320.10. The cost would be funded in part by the grant funding, and staff proposed the remaining \$397,853.85 be paid with a portion of the second tranche of American Rescue Plan Act (ARPA) funds. No funds will be expended prior to receipt of ARPA funds.

The in-car camera solution, supporting equipment and software are eligible expenses outlined in the ARPA funding. Staff recommends utilizing this funding resource, and using a portion of the second tranche of ARPA funding for the portion not covered by the grant.

RECOMMENDED ACTION:

1. Authorize the City Manager to finalize and execute a contract with Utility Associates, Inc.
2. Authorize the use of American Rescue Plan Act (ARPA) funds in the amount of \$397,853.85 for the portion of the project not covered by grant funds.



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

SUBJECT: Kerrville Economic Development Corporation quarterly update.

AGENDA DATE OF: July 12, 2022

DATE SUBMITTED: Jul 06, 2022

PRESENTED BY: Gilbert Salinas, KEDC

EXHIBITS:

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

PAYMENT TO BE MADE TO: N/A

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

SUMMARY STATEMENT:

Update presented by Gil Salinas, regarding the Kerr Economic Development Corporation and projects.

RECOMMENDED ACTION:

Information only.



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

SUBJECT: Community Investment Plan (CIP) projects quarterly update.

AGENDA DATE OF: July 12, 2022

DATE SUBMITTED: Jul 06, 2022

SUBMITTED BY: Kyle Burow

EXHIBITS: [20220712_Report_City Council CIP Project Update 2022-06-29.pdf](#)

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

PAYMENT TO BE MADE TO: N/A

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

SUMMARY STATEMENT:

This item will be presented to provide updates on the City's Community Investment Plan projects.

RECOMMENDED ACTION:

Information only. No action required.

Monthly CIP Project Status Report

	Project Name	Description	Design			Construction			Comments
			Firm	Contract Amount	Estimated Completion	Contractor	Contract Amount	Estimated Completion	
1	2021 Street Reconstruction	Second year of prioritized street reconstruction	6S Engineering	\$335,495.00	Complete	Alamo City Constructors, Inc.	\$4,196,029.00	Jul-2022	Substantially complete. Contractor finalizing punch list items with inspector.
2	2022 Base Repair Patching & Crack Seal	Base repair patching and crack seal work for Year 3 Maintenance Streets	6S Engineering	\$89,000.00	Complete	Hayden Paving	\$265,348.00	Jul-2022	Construction to begin 6/1/22. Contractor complete with patching and conducting crack seal.
3	Westminster Street Reconstruction & Utility Improvements	Third phase of Street reconstruction and utility replacements from 1st Street to Lang Drive	6S Engineering	\$108,740.00	Complete	TBD	TBD	TBD	Engineering contract awarded by Council in May 2021. Anticipate bid commencement in late spring/early summer 2022 following coordination of utility companies. Construction commencement in Summer 2022. This is a combination of street, water, wastewater, and drainage improvements.
4	Olympic Drive Extension	Extension of roadway and utilities from existing Olympic Drive to Loop 534	CEC	\$156,000.00	Complete	M5 Utilities	\$2,439,188.81	Complete	Construction complete. Slurry seal of "old" Olympic Drive complete. Intersection improvements being constructed at Olympic/Singing Wind near Tom Daniels Elementary.
5	Paschal Restriping	Doyle Community Plan implementation to provide connection along Pashal to Holdsworth Drive	6S Engineering	\$9,700.00	Complete	TBD	TBD	Complete	Complete
6	SH 173/SH 16 Connection	Arterial roadway connecting SH 173 and SH 16 identified in adopted Thoroughfare Plan	TBD	TBD	TBD	TBD	TBD	TBD	Exploration of further ideas and options on-going. No specific alignment identified, but will occur when private property develops.
7	Lower Lois Street Drainage Improvements	Project #1 from the Stormwater Master Plan	Hewitt Engineering	\$176,800.00	Complete	M&C Fonseca Construction	\$1,768,775.00	Aug-2022	Construction in progress. TxDOT coordination continues for improvements to drainage at Hwy 27 culverts.
8	Upper Lois Street Drainage Improvements	Project #2 from the Stormwater Master Plan	TBD	TBD	TBD	TBD	TBD	TBD	Construction contract awarded for portion south of Highway 27 to Guadalupe Street. TxDOT coordination continues for improvements to drainage at Hwy 27 culverts. Design to commence in coordination with TxDOT design for Highway 27 infrastructure.
9	BHML Stairs to Tranquility Island	Replace existing wood stairs with ADA accessible concrete ramps from Library campus to Tranquility Island	Lone Star Structural	\$25,800.00	Complete	M&C Fonseca Construction	\$369,730.00	Complete	Complete
10	BHML HVAC Replacement	Replace existing HVAC system components	ESA Mechanical & Electrical	\$34,500.00	Complete	Trade-Mark Brown, Inc.	\$283,200.00	Jul-2022	Contractor began work 2/28/22. HVAC units installed along with ducting. Contractor finalizing punch list items and final system testing.
11	BHML Lighting & Electrical Upgrade	Upgrade electrical components for HVAC system replacement and replace existing lighting	ESA Mechanical & Electrical	N/A	Complete	Klecka Electric Co., Inc.	\$332,749.00	Sep-2022	Notice to proceed issued for 3/16/22. Construction nearing completion with punch list items identified.
12	A.C. Schreiner House/Heart of the Hills Heritage Center	Repurposing of house and grounds located at 529 Water Street on BHML Campus	TBD	TBD	TBD	TBD	TBD	TBD	Design/build process authorized by City Council on March 22, 2022. Design/build advisor contract awarded May 2022. Potential proposer qualification statements received 6/21 with review in progress. Anticipate design-build contract award late Summer 2022.
13	KUTS - Clay Street South	Kerrville Urban Trail System (KUTS) pilot trail project to improve walkability and sense of place along Clay Street from Schreiner Street to Water Street	OLA	Partnership	Concept Complete	N/A	N/A	N/A	The City has partnered with KUTS to coordinate the placemaking efforts along the Clay St. South corridor. Preliminary concepts have been developed. Presentation to Council made in workshop on July 23, 2019. Some improvements were included in recent grant applications. Three murals installed along corridor. Decorative lighting installed on Clay Street near Jefferson Street.
14	Water/Wastewater Master Plan	Update the City's Water and Wastewater Master Plans	Freese & Nichols	\$491,860.00	Complete	N/A	N/A	N/A	Anticipate draft presentation to Council in July with plan adoption to follow.
15	Loop 534 Ellenberger Ground Water Well	Partnership with Headwaters GCD to explore groundwater from Ellenberger Aquifer	Hewitt Engineering	\$52,700.00	Complete	J&K Utility Services	\$590,918.00	Complete	Complete. Hewitt Engineering finalizing as-built drawings.
16	Guadalupe River Utility Crossing	Installation of utility line work for crossing river near Loop 534	Kimley Horn	\$105,336.00	Complete	SJ&J Construction	\$1,033,455.00	Sep-2022	Much of material on site in Kerrville. Sub-contractor began work June 13th with completion anticipated September 2022.
17	Knapp Force Main & Gravity Main	Installation of force main and gravity main between Knapp and Jefferson lift stations	Freese & Nichols	\$518,317.00	Jul-2022	TBD	TBD	TBD	Design is ~95% complete. Environmental information document (EID) submission recorded 2/3/22, although submitted on 12/22/21. Anticipate EID approval by TWDB in July 2022.
18	Lois Tank Replacement	Replace aging water tank built in 1962 and pump system	Waker Partners LLC	\$231,186.00	Dec-2022	TBD	TBD	TBD	Design contract awarded June 2002.
19	Ridgeland Subdivision	Partnership with Lennar homes on Loop 534 for a residential development for workforce/attainable housing.	KFW Engineers & Surveying	Partnership	Complete	N/A	N/A	N/A	Development agreement with Lennar Homes was executed in October 2020. Design complete for public infrastructure with construction in progress and anticipated to be complete Fall 2022. Homes anticipated ready for move in by Spring 2023.

Monthly CIP Project Status Report

	Project Name	Description	Design			Construction			Comments
			Firm	Contract Amount	Estimated Completion	Contractor	Contract Amount	Estimated Completion	
20	Tranquility Island Lighting Project	Partnership with KCLC to provide seasonal and Christmas lighting on Tranquility Island	ESA Mechanical & Electrical	\$10,888.00	Complete	Eveready Electric	\$114,640.03	Jul-2022	Construction commenced March 2022. Contractor laying the electrical lines and completing tie-in to electrical box. Anticipated completion early July 2022.
21	Downtown River Trail extension	Feasibility analysis of River Trail extension from G Street to Tranquility Island	Hewitt Engineering	\$28,800.00	Complete	N/A	N/A	N/A	Presentation to EIC on May 17th, 2021 with initial concept findings.
22	TxDOT Transportation Alternatives 2021 Call for Projects	Federal funding assistance for pedestrian enhancements for sidewalks improvements	N/A	N/A	N/A	N/A	N/A	N/A	City submitted three projects for preliminary application of TxDOT Transportation Alternatives program. TxDOT Commission awarded project for sidewalk improvements along Hill Country Drive, Cully Drive, and Wesley Drive. Anticipate RFQ process for selection of design firm to commence Summer 2022.
23	TxDOT Traffic Signal Improvements and Synchronization	Traffic signal synchronization to occur on SH 16 and SH 27 and replacement of some signaled intersections	N/A	N/A	N/A	N/A	N/A	N/A	TxDOT continuing traffic signal improvements to update systems for synchronization. City staff requested their planned schedule of improvements. Software and hardware improvements continuing. Signal improvements complete at SH27 at Plaza, SH27 at Woodlawn, SH27 at Water, and SH16 at Water. Signal upgrade SH27 at Loop 534 in progress.
24	Public Safety Facility	Analyze options for building size, location, use, and budget	N/A	N/A	N/A	N/A	N/A	N/A	Bond election passed 5/2022; acquisition of land approved by Council on 6/28. Design/build process authorized by City Council on 6/28.
25	Public Safety Facility Wastewater relocation	Relocate the WW line in the lot acquired for the public safety building	FNI	\$90,785.00	TBD	N/A	N/A	N/A	Kick off meeting with FNI scheduled for 6/18/22
26	KERV Airport Improvements	Partnership with KERV, TxDOT, City and County to build T-Hangars, Box Hangars, and other building improvements	TBD	TBD	TBD	TBD	TBD	TBD	Partnership Agreement approved Fall 2019. KERV working with TxDOT for T-hangar design effort. Demolition of "Horseshoe Building" complete. KERV working on Box Hangar site work in parallel with eventual Row-Hangar improvements.
27	Cailloux Theater Improvements	Repair of HVAC and roof systems	Peter Lewis & Associates	\$128,060.00	Sep-2022	TBD	TBD	TBD	Design contract executed and kickoff meeting held to discuss scope and scheduling. Design 50% complete.
28	Downtown Community Development Block Grant Program	Funding assistance to improve pedestrian safety and signalization in the Main Street District	Kimley-Horn	\$78,810.00	Dec-2022	TBD	TBD	TBD	Grant funding approved for various downtown infrastructure improvements including; the intersection of Earl Garrett & Water Street; intersection of Clay & Water Street; along Water Street from Washington to Hwy 16; and along Earl Garrett from Water Street to Highway 27. Design contract awarded by Council on 6/28.
29	Hazard Mitigation Grant Program	Federal funding assistance for backup generator installation at critical infrastructure sites	TBD	TBD	TBD	TBD	TBD	TBD	Preliminary award for backup generators and electrical work to maintain continuous power supply to critical infrastructure during power outages. Official approval of funding anticipated for 26 sites anticipated in September 2022.



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

SUBJECT: Neighborhood Enhancement Team (NET) update.

AGENDA DATE OF: July 12, 2022

DATE SUBMITTED: Jul 06, 2022

SUBMITTED BY: Guillermo Garcia

EXHIBITS: [20220712_Presentation_NET.pdf](#)

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

PAYMENT TO BE MADE TO: N/A

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

SUMMARY STATEMENT:

The Neighborhood Enhancement Team (NET) is a program provided by Development Services. NET is a collaborative effort led by Code Enforcement to improve one neighborhood at a time through the concentrated delivery of services and programs provided by the city and partners.

In May of 2022, NET conducted an organized clean up of the Legion area through street maintenance, tree trimming, and trash/rubbish clean up.

RECOMMENDED ACTION:

Report.

CITY COUNCIL WORKSHOP

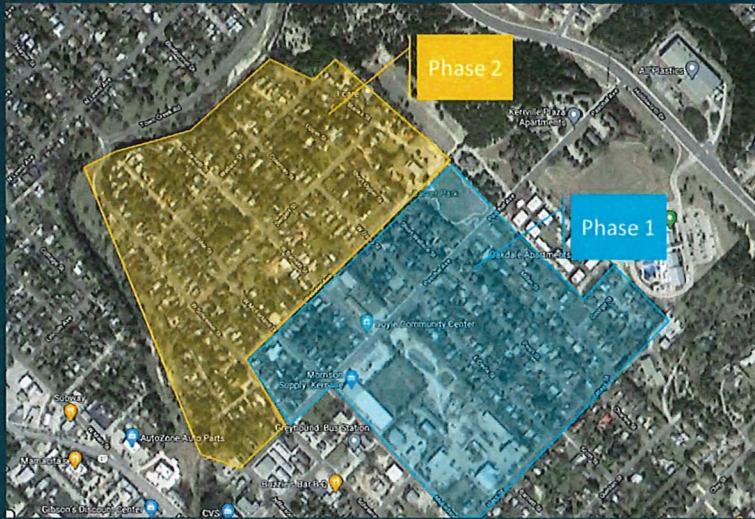


DEVELOPMENT SERVICE NET PROGRAM UPDATE

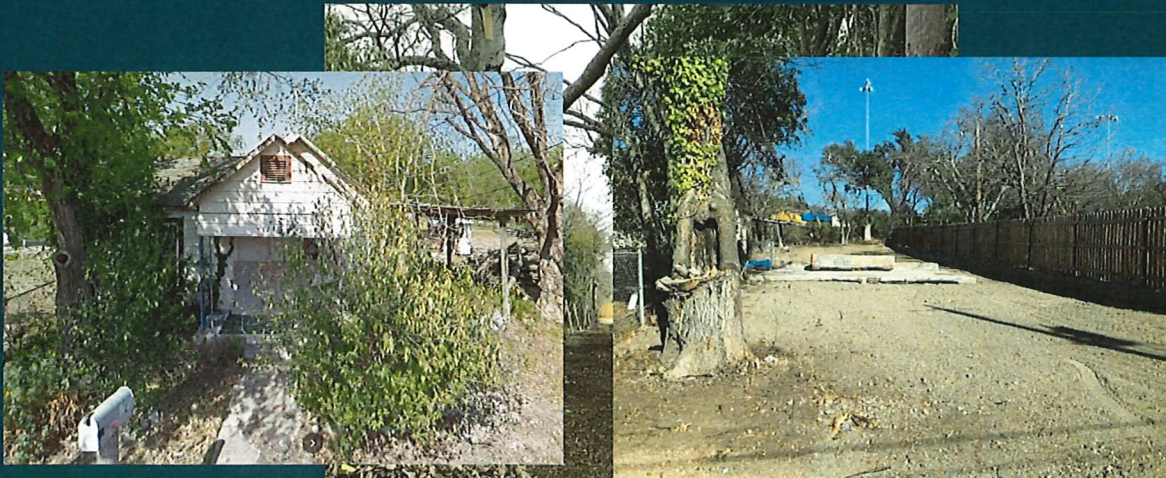
WHAT IS THE NET PROGRAM

The Neighborhood Enhancement Team is a collaborative effort led by Code Enforcement to improve one neighborhood at a time through the concentrated delivery of services and programs provided by the city and partners.

PREVIOUS PROJECTS

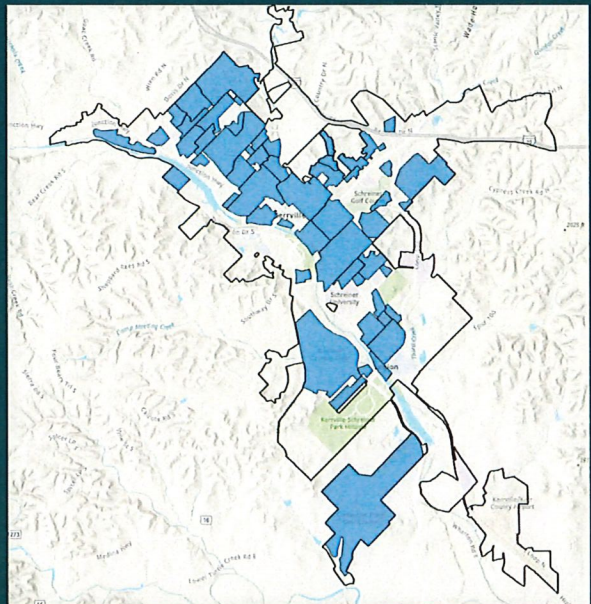


PHASE 1



A photograph showing a blue car parked on a concrete ramp that leads up to a small, single-story building. The building has a covered entrance with a set of stairs and a ramp. A metal railing runs along the ramp and stairs. The building appears to be a small shop or storage unit. The surrounding area is grassy with some trees in the background.

- Identify the area of Opportunity
- Evaluate the area
- Coordinate improvements
- Conduct Clean up



LEGION AREA

Legion area was selected as the area of opportunity to improve.

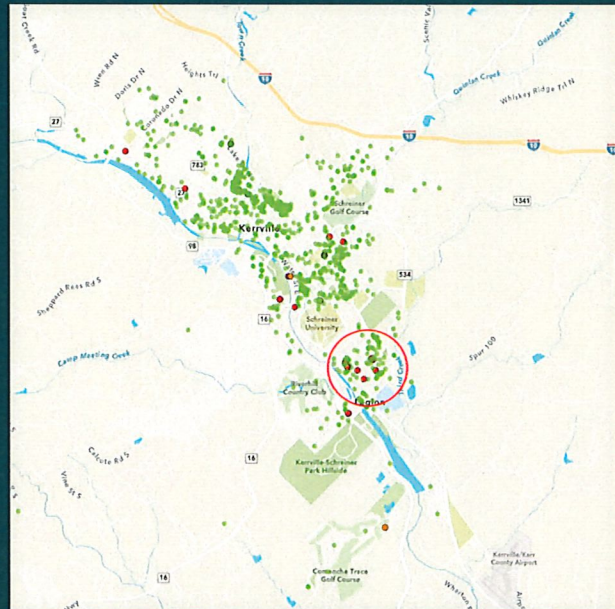


LEGION AREA

Six cases that received a Final notice

Cases:

- 3 – Trash
- 1 – Unsecured structure
- 1 – Junk vehicle
- 1 – Illegal Dumping

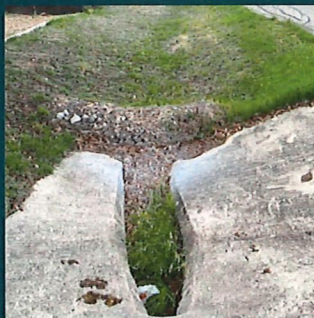


LEGION AREA

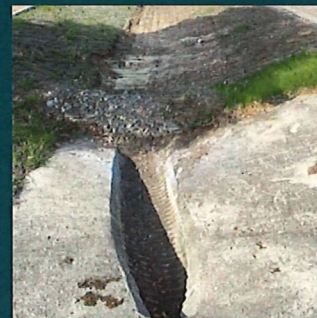


IMPROVEMENTS

BEFORE



AFTER



IMPROVEMENTS

BEFORE



AFTER



IMPROVEMENTS

STREET IMPROVEMENT



TREE TRIMMING



IMPROVEMENTS

TREE TRIMMING



TREE TRIMMING



COMMUNICATION

- Door to door delivery of Letter
- Letter in English and Spanish
- Coordinate between the home owner and community organizations



NET

Legion Community Letter



April 27, 2022

Dear Legion Area Neighborhood Friends,

The City of Kerrville Neighborhood Enhancement Team (NET) is gearing up for another Neighborhood Enhancement Clean-up Day for Saturday, May 21, 2022.

The NET is in full swing planning for this event. This year will be a little different from the past event. This year the Code Enforcement Office will place a large dumpster at 433 Meadowview, Kerrville Church of the Nazarene, from 8:00 a.m. to 1:00 p.m. During this time you will be able to get rid of all of that unwanted trash that has been piling up on your property. Below is a list of items that will not be allowed.

Prohibited Items:

- Trees
- New or used oil – contact Walmart Auto Care Center (830-895-7949)
- Ammunition
- Yard waste (branches, limbs, grass clippings, etc.) minimal amount please
- Household paints, chemicals, and other hazardous items
- Batteries – contact Scrap Solutions (830-267-1775)

Please contact Donna Bouyer, Neighborhood Enhancement/Code Enforcement Manager, if you have any questions (830) 258-1172 or email her at donna.bouyer@kerrvilletx.gov.

We look forward to partnering with you to enhance our community one neighborhood at a time.

Remember "OUR VOICE YOUR CITY"

Thank you,

Donna Bouyer

Donna Bouyer,
Neighborhood Enhancement/
Code Enforcement Manager
200 Sidney Baker St.
Kerrville, TX 78028
(830) 258-1172
donna.bouyer@kerrvilletx.gov

YOUR VOICE YOUR CITY

CVS/PHS/04/02/22

Rev. 1

Rev Date: 2/10/2022

IMPROVEMENTS

5/21 NET CLEAN UP DAY



5/21 NET CLEAN UP DAY



IMPROVEMENTS

5/21 NET CLEAN UP DAY



5/21 NET CLEAN UP DAY



IMPROVEMENTS

5/21 NET CLEAN UP DAY



5/21 NET CLEAN UP DAY



IMPROVEMENTS

5/21 NET CLEAN UP DAY

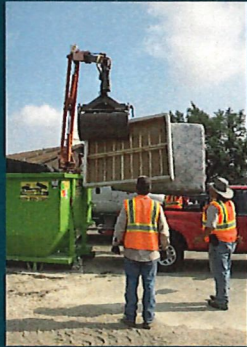


5/21 NET CLEAN UP DAY



IMPROVEMENTS

5/21 NET CLEAN UP DAY



5/21 NET CLEAN UP DAY

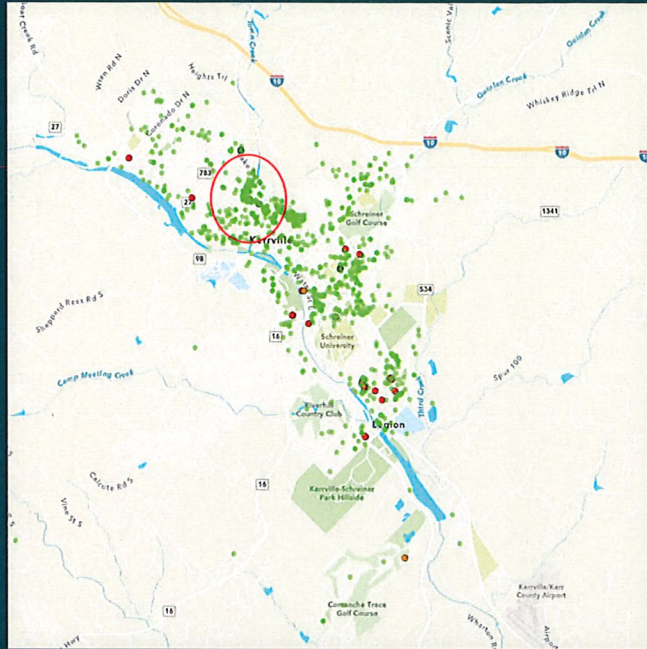


IMPROVEMENTS

Disposed – 3,260 lbs
Street improvements
Tree Trimming

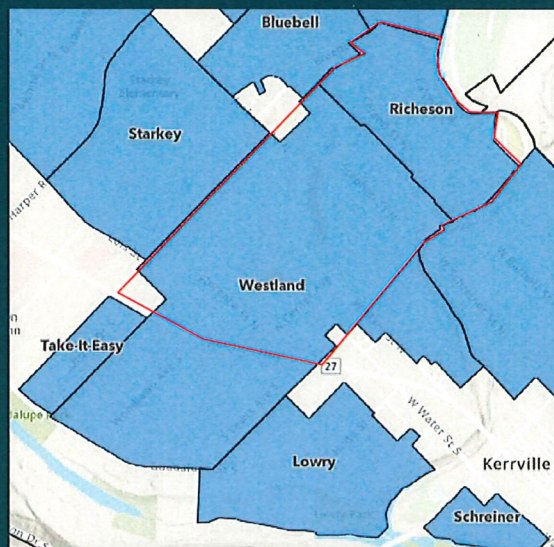


NEXT AREAS



NEXT AREAS

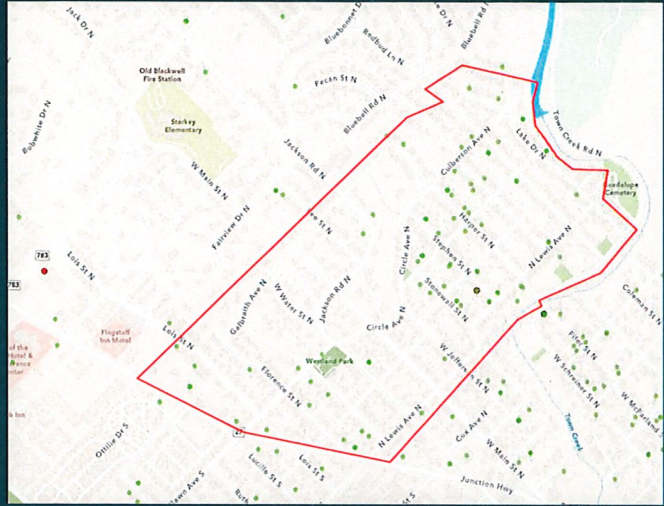
Westland and Richeson
Neighborhoods



NEXT AREAS

Westland and Richeson Neighborhoods

- Trash/Debris = 27
- High Grass = 4
- Illegal Signs = 3



SPECIAL THANK YOU

- Kerrville Church of the Nazarene – Malcolm and Beverly Bolger
- Toss It Dumpsters – Matt Myers
- City Staff
 - Antonio Barrera
 - Nathan Bird
 - Isaac Rodriguez
 - Ernest Carrillo
 - Philip Garcia
 - JP Pierce
 - Brandon Kelly
 - David Barrera
 - Donna Bowyer
 - Trina Sanchez



QUESTIONS/RECOMMENDATIONS



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

SUBJECT: Appointment to the Kerr Emergency 9-1-1 Network Board of Directors.

AGENDA DATE OF: July 12, 2022

DATE SUBMITTED: Jun 27, 2022

SUBMITTED BY: Chief Chris McCall

EXHIBITS:

Expenditure Required:	Remaining Budget Balance in Account:	Amount Budgeted:	Account Number:
None	N/A	N/A	N/A

PAYMENT TO BE MADE TO: N/A

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

SUMMARY STATEMENT:

Public Safety Communications Manager Frank Galvan is currently serving on the Kerr 9-1-1 Board of Managers and his term is expiring. A re-appointment would result in an additional two-year term on the Board. In accordance with the State of Texas Health & Safety Code Chapter 772 Subchapter D, board members appointed by the governing bodies are appointed for terms of two years.

RECOMMENDED ACTION:

Approve reappointment of Kerrville Police Department Communications Manager Frank Galvan as the City of Kerrville representative to the 9-1-1 Board of Directors.