



City of Fredericksburg

City Council Regular Meeting Agenda
Tuesday, August 15, 2023 ~ 9:00 AM
Law Enforcement Center
1601 E. Main Street
Fredericksburg, Texas 78624

Jeryl Hoover, Mayor
Tony Klein, Councilmember
Bobby Watson, Councilmember/Pro Tem

Randy Briley, Councilmember
Emily Kirchner, Councilmember
Clinton Bailey, City Manager

The City of Fredericksburg City Council will meet in a regular session on Tuesday, August 15, 2023, at 9:00 AM. Link to City of Fredericksburg YouTube Channel (Fredericksburg, Texas USA - YouTube <https://www.youtube.com/c/FredericksburgTexasUSA>).

The City Council welcomes citizen participation and comments at all City Council Meetings on Agenda Items.

Comment Card for Written or Verbal Comments-submitted by 4:00 p.m. the day before the meeting.

- i. Complete the Comment Card online at www.fbgtx.org;
- ii. Make sure to check the appropriate box (verbal or written);
- iii. Only one (1) agenda item per Comment Card.

Sign up in person between 8:30 a.m. and 9:00 a.m. at the meeting location.

- i. Only one (1) agenda item per Comment Card;
- ii. Speakers will be limited to 3 minutes to speak. **Please Note:** The Mayor can reduce the number of minutes for any speaker during Public Comment on a single agenda item depending on the number of people who sign up for it.
- iii. Any citizen with handouts should provide them to the City Secretary before speaking. If you wish the City Council to receive your handouts for the meeting, please provide ten (10) copies; if not, the City Council will receive your handouts the following day.

NOTE: The City Council may adjourn into Executive Session to consider any item listed on this agenda if a matter is raised that is appropriate for discussion. An announcement will be made of the basis for the Executive Session discussion. The City Council may also publicly discuss any item listed on the agenda for Executive Session.

Attendance By Other Elected or Appointed Officials: It is anticipated that the Planning & Zoning Commission, Historic Review Board, Charter Review Committee, and Board of Adjustments members may attend the City Council Meeting at the date and time above in numbers that may constitute a quorum. Notice is hereby given that at the City Council Meeting at the date and time above, no Board or Commission action will be taken by such in attendance unless such item and action are specifically provided on a separate agenda

1. CALL TO ORDER

2. INVOCATION

Daniel Hoffman, Holy Ghost Lutheran Church Minister of Children and Young Families, will lead the Invocation

3. PLEDGE OF ALLEGIANCE

4. CEREMONIAL MATTERS/PROCLAMATIONS/EMPLOYEE RECOGNITION

5. COUNCIL COMMENTS

6. CONSENT

THE FOLLOWING ITEMS MAY BE ACTED UPON IN A SINGLE MOTION. NO SEPARATE DISCUSSION OR ACTION ON ANY OF THESE ITEMS WILL BE HELD UNLESS PULLED AT THE REQUEST OF A MEMBER OF THE CITY COUNCIL.

- A. Consider approval of City Council Minutes for the following meetings:
 - i. July 24, 2023, Budget Work Session
 - ii. July 26, 2023, Budget Work Session
 - iii. August 1, 2023, Regular Meeting
 - iv. August 7, 2023, Budget Work Session
- B. Consider the approval of a street closure request to close one southbound traffic lane and the parking lane adjacent to Marktplatz on North Adams from Austin to Main Street beginning Friday, October 20, 2023, at 7:00 a.m. until Sunday, October 22, 2023, by 12:00 p.m. for Bestfest (Jennifer Krupa, Assistant Director of Parks and Recreation/Special Event Coordinator)
- C. Consider the approval of a Partial Release of Easement of a tract from the blanket access easement for an existing drainage and utility easement for Viola Hohmann (Evan Williamson, Assistant City Engineer)

7. ORDINANCES, RESOLUTIONS AND PUBLIC HEARINGS

- A. Consider a request by Jesse Durden, Kept Property Group, LLC., for a Conditional Use Permit (CUP) per Sec. 3.110 to allow for a Condominium Use for property located 1 lot east of 591 Friendship Lane as defined in the German Emigration Company Lot 24 (#Z-2311) (Anna Hudson, Director of Development Services):
 - i. Presentation by applicant
 - ii. Staff Report
 - iii. Hold a Public Hearing to receive comments for or against the request

- iv. Take action on the Conditional Use Permit request by Jesse Durden
- B. Consider a request by Whitney Koch, Mustard Design, for a Conditional Use Permit (CUP) per Section 3.320 of the Zoning Ordinance to allow for General Warehousing & Distribution and Light Manufacturing uses for property located at 977 Kerr Rd zoned M-2 Medium Manufacturing. (#Z-2316) (Anna Hudson, Director of Development Services):
- i. Presentation by applicant
 - ii. Staff Report
 - iii. Hold a Public Hearing to receive comments for or against the request
 - iv. Take action on the Conditional Use request by Whitney Koch
- C. Consider the request by Bob Walch and Haden Simmons to change the Land Use from Low-Density Residential (LDR) to Commercial (C) and change the Zoning from (R1) Single Family Residential to (C1) Neighborhood Commercial for two properties located in the 500 Block of West Live Oak between 528 S. Milam and 610 W. Live Oak (#Z-2315) (Anna Hudson, Director of Development Services):
- i. Presentation by applicant
 - ii. Staff Report
 - iii. Hold a Public Hearing to receive comments for or against the request
 - iv. Take action on Ordinance 2023-10 adopting a change in the Comprehensive Plan of the City of Fredericksburg, specifically in the Land Use Map, as to approximately 1.33 acres of land comprised of lot 2 of the Duecker subdivision and German Emigration Company Lot #96 located in the 500 -600 blocks of West Live Oak, changing said properties from Low-Density Residential (LDR) to Commercial (C); providing that the change become a part of the Comprehensive Plan and providing for an effective date.
 - v. Take action on Ordinance 2023-11 amending the Zoning Ordinance of the City and changing the Zoning District to approximately 1.33 acres of land comprised of lot 2 of the Duecker Subdivision and German Emigration Company Lot # 96 located in the 500- 600 blocks of West Live Oak; changing said properties from Single-Family Residential (R1) to Neighborhood Commercial (C1); and providing for an effective date.

8. OTHER ACTION ITEMS AND UPDATES

- A. Receive a presentation on the City of Fredericksburg Municipal Court operations (Shelley Becker, Municipal Judge)
- B. Receive an update from the Public Information Officer on the City's website analytics, possible mobile app, and mass communication software and provide directions for proceeding (Lea Feuge, Public Information Officer)
- C. Continued discussion regarding the need for affordable housing (Mayor Hoover)

9. CITY MANAGER'S REPORT

- A. City Swimming Pool Update
- B. City Manager Monthly Update
- C. Renewable Energy Update
- D. Short-Term Rental (STR) Update

10. ITEMS FOR FUTURE AGENDA

- A. Review the Future Agenda Spreadsheet

11. EXECUTIVE SESSION

The City Council will recess its open meeting and reconvene in Executive Session pursuant to Texas Government Code Sections - 551.074 (Personnel Matters) and 551.071 (Pending Litigation/Consult with Attorney):

- A. Consider and discuss the appointment, evaluation, reassignment, and/or duties of a public officer or employee, specifically Municipal Court Employees [Sec. 551.074] and
- B. Consider and discuss The State of Texas, ex rel. Association Against Fredericksburg Annexations vs. City of Fredericksburg, Texas, pending in 216th District Court [551.071]

12. BUSINESS ITEM

The City Council will reconvene into Regular Session upon the conclusion of the Executive Session, the City Council may take action on any item posted in Executive Session, as necessary.

13. ADJOURN

CERTIFICATION

This is to certify that I, Shelley Goodwin, posted this Agenda at 4:30 p.m. on August 10, 2023, on the bulletin board of the City of Fredericksburg City Hall, 126 W. Main St., Fredericksburg, Texas.



Shelley Goodwin, TRMC/CMC
City Secretary



City of Fredericksburg

CITY COUNCIL SPECIAL MEETING MINUTES

MONDAY, JULY 24, 2023, ~ 1:00 p.m.

CITY HALL – FIRE TRAINING ROOM

126 W. MAIN STREET

FREDERICKSBURG, TEXAS 78624

Mayor Jeryl Hoover
Mayor Pro-Tem Bobby Watson
Councilmember Emily Kirchner
Councilmember Tony Klein (arrived at 1:13 p.m.)
Councilmember Randy Briley

Members Absent:

None

City Staff Present:

Clinton Bailey, City Manager
Garrett Bonn, Assistant City Manager
Lynn Bizzell, Fire Chief
Anna Hudson, Director of Development Services
Andrea Schmidt, Director of Parks and Recreation
Kris Kneese, Director of Public Works and Utilities
Krista Wareham, Director of Finance
Eric Whiting, Director of Information Technology
Kelli Olfers, Director of Gillespie County Health Division
Tammie Loth, Director of Human Resources
Justin Calhoun, Emergency Management Coordinator
Braxton Roemer, Special Services Police Lieutenant
Derek Seelig, Patrol Division Police Lieutenant
Evan Williamson, Assistant City Engineer
David Kellam, Finance Manager
Lea Feuge, Public Information Officer
Leslie Embrey, Administrative Assistant
Shelley Goodwin, City Secretary

1. CALL TO ORDER

Mayor Hoover called the Work Session of the Fredericksburg City Council to order at 1:00 p.m. on Monday, July 24, 2023. He announced that a quorum had been met.

2. FISCAL YEAR 2023/2024 BUDGET

Tim Dooley, City resident, spoke regarding the need to maintain the City services at the current level and encouraged them to adopt a budget that allows for services so the City doesn't have to play catch up in another budget year.

A. Receive comments from Clinton Bailey, City Manager

Clinton Bailey, City Manager, reviewed the process and noted that this meeting starts the FY 2024 Budget process. He reviewed the FY 2023 remaining budget status and Tax Rate. He recommended holding an additional Budget Work Session to discuss outstanding budget items and a potential bond. He reported that the meeting today is for General Fund budgets, personnel requests, and Capital Improvement Plan (CIP) requests.

B. Consider and discuss the proposed General Fund Budget

Krista Wareham, Director of Finance, reviewed the attached PowerPoint Presentation. She noted that the new personnel requests are not included in the proposed budget figures.

Clinton Bailey, City Manager, reviewed the budget challenges and the City Council Priorities from the May 25, 2023, Work Session.

Krista Wareham, Finance Director, reviewed the following:

- A new feature available on the City website that allows the public to input their City taxes and see where their tax dollars goes
- Reviewed the proposed budgets for the General Fund:
 - Administration Department
 - Police Department
 - Fire Department
 - Street Department
 - Parks Department
 - Development Services Department
 - Health Department
 - Engineering Department
- New Personnel Requests
- Capital Expenditure Request

The City Council discussed the following:

- Property tax
- Current Sales Tax revenues compared to last year
- New personnel adjustments – include hiring date and confirm salary requests
- Pending City/County shared expenses
- Adjustment to revenue increases
- Funding for City Hall Security
- Police Revenue line item (Code Enforcement revenues)
- Parks and Recreation
 - Remove the \$1,800,000 project in CIP and the part-time employee request
 - Bring all starting wages to \$20.00 an hour
 - Look at the Tourism Fund to address the Cross Mountain Park issues
- Street Department add in \$50,000 for sidewalks
- Health Department replace the carpet if a professional cleaning cannot remove stains

- Municipal Court possibility of additional expenses to be added after Judge Becker updates the City Council on August 15, 2023
- Follow-up discussion related to Special Event Fees

C. Announcements of upcoming budget activities:

- i. Budget Workshop for proposed Enterprise Fund Budgets on July 26, 2023, at 1:00 p.m. in the Cardinal Room at Lady Bird Johnson Golf Course
- ii. Budget Workshop with Gillespie County on August 10, 2023, at 9:00 a.m. in the AgriLife Building at 35 Business Ct.
- iii. File the proposed Budget with the City Secretary on August 14, 2023
- iv. Budget Workshop on all Funds on August 16, 2023, at 1:00 p.m. in the Cardinal Room at Lady Bird Johnson Golf Course
- v. City Council Workshop for Public Hearing on the proposed FY2024 Budget and No-New Revenue Tax Rate on August 21, 2023, at 1:00 p.m. in the Cardinal Room at Lady Bird Johnson Golf Course
- vi. City Council Regular Meeting adoption of the 2023 Tax Rate and FY2024 Budget on September 19, 2023, at 9:00 a.m. at the Law Enforcement Center

3. ADJOURN

With no other business, Mayor Hoover adjourned the July 24, 2023, City Council Work Session at 3:11 p.m.

Jeryl Hoover
Mayor

Shelley Goodwin, TRMC/CMC
City Secretary



FY 2024 Proposed General Fund Budget

Budget Workshop July 24, 2023

Today's Discussion



City of Fredericksburg FY 2024 Proposed Budgets General Fund

1. Overview

- Enterprise Fund vs General Fund**
- Current Financial Status**
- Budget Challenges**

2. City Council Priorities

3. Discussion of Departmental Budgets

City Council Priorities – May 25, 2023

City of Fredericksburg City Council Priorities – FY2023/2024

Council Member: Emily Kirchner

1. Promote health and wellness of the community through the outdoors; parks, sports fields, walking trails, etc. City partnerships with foundations, businesses to cover costs, preserve natural resources
2. Continued prioritization of infrastructure improvements including water, wastewater, transportation, sanitation, etc. Possibly create a CIP advisory committee to help council prioritize budgeting to create a long-term plan for large projects
3. Strategic plan for usage of city-owned properties including long-term use for recycling center, CVB, art guild building, Girl Scout Cabin, ten acres of property on Friendship Lane, property around HCUC, Turner Hall, etc.
4. Improved mobility and connectivity including walking and bike trails, connectedness from neighborhoods to city center, schools, shopping
5. Eclipse - address needs of staff and departments
6. Preserve the small-town charm through caring for our residents and making wise decisions to benefit the future of our city

Council Member: Tony Klein

1. Continued support of Law Enforcement
2. Address transportation and traffic issues
3. Enforcement of STR Ordinance and other code violations
4. Improve City communications with developers and contractors communications and establish more efficient development review process

Council Member: Randy Briley

1. Police, Fire EMS enablement and retention and training
2. Family based programs related to child care and parks
3. Transportation and parking improvement to support both resident and tourism
4. Leveraging of HOT tax to support Police, Fire EMS etc.

City Council Priorities – May 25, 2023

Council Member: Bobby Watson

1. Managing our water resources. Look at adding another water well field, continue to improve our current infrastructure, enforce our water conservation ordinance and look for new ways to conserve water
2. Improve our existing parks by adding new facilities such as soccer, baseball, tennis, pickleball and trails. This would improve the quality of life for our residents and address the needs of young families in our community
3. Revise the current Short Term Rental (STR) Ordinance, resolve STR software issues, compile accurate data and enforce the STR ordinance
4. Affordable housing
5. Address future City needs including sanitary landfill, city hall, police station, water reclamation facility and other major capital improvement needs. Put together a plan with priorities to enable proper budgeting.
6. Increased quality of life for our residents; take care of residents before visitors
7. Better manage our local Tourism Industry
8. Address future employee needs

FY 2024 Projected Fund Balance

Fund Balance Analysis

at July 21, 2023

	<u>General Fund</u>
Unrestricted Cash Portion of Fund Balance at 9/30/2022	\$ 12,555,029
FY 2023 Estimated Revenues	22,396,219
FY 2023 Estimated Expenditures	23,930,916
Estimated Cash Portion of Fund Balance at 9/30/2023	<u>\$ 11,020,332</u>
Reserves - 3 months expenditures	\$ 5,982,729
Over / (Under) Reserve at 9/30/2023	\$ 5,037,603
FY 2024 Projected Revenues	22,360,582
FY 2024 Projected Expenditures	27,343,397
Estimated Cash Portion of Fund Balance at 9/30/2024	<u>\$ 6,037,517</u>
* Reserves - 3 months expenditures	\$ 5,385,292
Over / (Under) Reserve at 9/30/2024	\$ 652,225

* Three month reserve calculation excludes capital requests for FY 2024

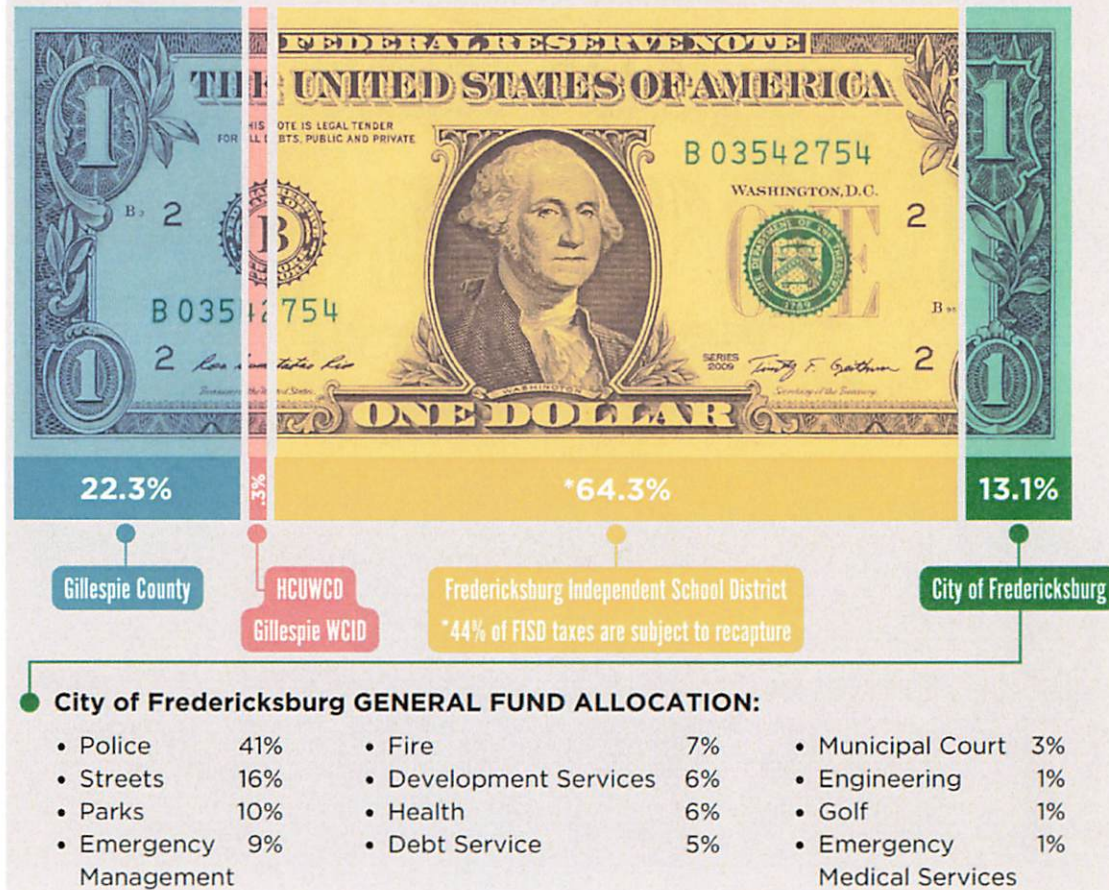
General Fund Revenues & Expenses

General Fund

	YTD ACTUALS	FY 2023 BUDGET	FY 2024 PROPOSED BUDGET		
	FY2023	FY2023	2024	Variance	Variance %
Revenues					
Other Revenues	\$3,048,853	\$3,491,863	\$3,505,268	\$13,405	0%
Property Taxes	\$5,808,079	\$5,160,529	\$5,160,529	\$0	0%
Sales Tax	\$6,872,911	\$8,874,998	\$9,284,804	\$409,806	5%
Franchise Tax	\$680,485	\$595,188	\$612,869	\$17,681	3%
Intercompany Transfers In	\$1,403,500	\$2,586,323	\$2,504,943	-\$81,380	-3%
Intergovernmental Transfers In	\$1,020,705	\$1,469,259	\$1,292,169	-\$177,090	-12%
REVENUES TOTAL	\$18,834,533	\$22,178,160	\$22,360,582	\$182,422	1%
Expenses					
Personnel	\$8,584,126	\$12,272,426	\$12,879,950	\$607,525	5%
Maintenance & Operations	\$3,542,426	\$5,454,047	\$5,625,750	\$171,703	3%
Intercompany Transfer Out	\$1,044,529	\$1,962,805	\$1,935,066	-\$27,738	-1%
Intergovernmental Transfer Out	\$568,603	\$946,960	\$956,594	\$9,634	1%
Capital	\$2,800,928	\$5,123,151	\$4,986,104	-\$137,047	-3%
Debt Requirement	\$379,657	\$400,823	\$959,932	\$559,109	139%
EXPENSES TOTAL	\$16,920,269	\$26,160,211	\$27,343,397	\$1,183,185	5%

Where do my tax dollars go?

The City of Fredericksburg receives a small portion of every dollar of property tax paid. The image below demonstrates how the property tax dollar is allocated among various taxing agencies serving City of Fredericksburg residents in Gillespie County.



Administration Department

Administration

	YTD ACTUALS	FY 2023 BUDGET	FY 2024 PROPOSED BUDGET		
	FY2023	FY2023	2024	Variance	Variance %
Revenues					
Other Revenues	\$979,100	\$425,240	\$638,061	\$212,821	50%
Property Taxes	\$5,808,079	\$5,160,529	\$5,160,529	\$0	0%
Sales Tax	\$6,872,911	\$8,874,998	\$9,284,804	\$409,806	5%
Franchise Tax	\$680,516	\$595,188	\$612,869	\$17,681	3%
Intercompany Transfers In	\$1,403,500	\$2,586,323	\$2,504,943	-\$81,380	-3%
REVENUES TOTAL	\$15,744,106	\$17,642,278	\$18,201,206	\$558,928	3%
Expenses					
Personnel	\$687,063	\$898,270	\$792,129	-\$106,142	-12%
Maintenance & Operations	\$450,780	\$545,152	\$627,660	\$82,508	15%
Intercompany Transfer Out	\$1,044,529	\$1,962,805	\$1,935,066	-\$27,738	-1%
Intergovernmental Transfer Out	\$80,579	\$110,348	\$119,982	\$9,634	9%
Capital	\$1,753,194	\$1,958,434	\$31,435	-\$1,926,999	-98%
Debt Requirement	\$13,316	\$9,224	\$22,574	\$13,350	145%
EXPENSES TOTAL	\$4,029,462	\$5,484,233	\$3,528,846	-\$1,955,386	-36%

Police Department

Police Department

	YTD ACTUALS	FY 2023 BUDGET	FY 2024 PROPOSED BUDGET		
	FY2023	FY2023	2024	Variance	Variance %
Revenues					
Other Revenues	\$197,738	\$164,100	\$139,839	-\$24,261	-15%
Intergovernmental Transfers In	\$160,752	\$133,403	\$150,000	\$16,597	12%
REVENUES TOTAL	\$358,490	\$297,503	\$289,839	-\$7,664	-3%
Expenses					
Personnel	\$3,769,281	\$5,423,373	\$5,934,884	\$511,510	9%
Maintenance & Operations	\$876,297	\$1,143,837	\$1,415,923	\$272,086	24%
Intergovernmental Transfer Out	\$425,437	\$729,320	\$729,320	\$0	0%
Capital	\$395,071	\$398,193	\$834,155	\$435,962	109%
Debt Requirement	\$6,002	\$0	\$25,141	\$25,141	-
EXPENSES TOTAL	\$5,472,088	\$7,694,723	\$8,939,422	\$1,244,700	16%

Fire Department

Fire Department

	YTD ACTUALS	FY 2023 BUDGET	FY 2024 PROPOSED BUDGET		
	FY2023	FY2023	2024	Variance	Variance %
Revenues					
Other Revenues	\$44,082	\$23,000	\$23,000	\$0	0%
Intergovernmental Transfers In	\$797,841	\$1,229,379	\$1,035,691	-\$193,687	-16%
REVENUES TOTAL	\$841,923	\$1,252,379	\$1,058,691	-\$193,687	-15%
Expenses					
Personnel	\$933,542	\$1,513,005	\$1,588,323	\$75,318	5%
Maintenance & Operations	\$343,619	\$538,277	\$588,495	\$50,218	9%
Intergovernmental Transfer Out	\$62,587	\$107,292	\$107,292	\$0	0%
Capital	\$45,471	\$630,563	\$81,481	-\$549,081	-87%
Debt Requirement	\$266,528	\$303,768	\$444,684	\$140,915	46%
EXPENSES TOTAL	\$1,651,746	\$3,092,904	\$2,810,274	-\$282,630	-9%

Street Department

Street Department

	YTD ACTUALS	FY 2023 BUDGET	FY 2024 PROPOSED BUDGET		
	FY2023	FY2023	2024	Variance	Variance %
Revenues					
Other Revenues	\$60,141	\$854,948	\$784,243	-\$70,705	-8%
REVENUES TOTAL	\$60,141	\$854,948	\$784,243	-\$70,705	-8%
Expenses					
Personnel	\$896,657	\$1,080,850	\$1,132,675	\$51,825	5%
Maintenance & Operations	\$476,743	\$1,041,482	\$1,026,726	-\$14,756	-1%
Capital	\$271,483	\$1,482,762	\$1,308,309	-\$174,453	-12%
Debt Requirement	\$86,333	\$85,195	\$301,544	\$216,349	254%
EXPENSES TOTAL	\$1,731,216	\$3,690,290	\$3,769,255	\$78,965	2%

Parks Department

Parks Department

	YTD ACTUALS	FY 2023 BUDGET	FY 2024 PROPOSED BUDGET		
	FY2023	FY2023	2024	Variance	Variance %
Revenues					
Other Revenues	\$1,041,718	\$1,227,275	\$1,044,675	-\$182,600	-15%
REVENUES TOTAL	\$1,041,718	\$1,227,275	\$1,044,675	-\$182,600	-15%
Expenses					
Personnel	\$1,000,684	\$1,436,434	\$1,518,113	\$81,680	6%
Maintenance & Operations	\$663,901	\$1,014,440	\$1,112,483	\$98,043	10%
Capital	\$324,709	\$642,200	\$2,700,562	\$2,058,362	321%
Debt Requirement	\$2,455	\$0	\$103,997	\$103,997	—
EXPENSES TOTAL	\$1,991,750	\$3,093,074	\$5,435,156	\$2,342,082	76%

Development Services Department

Development Services

	YTD ACTUALS	FY 2023 BUDGET	FY 2024 PROPOSED BUDGET		
	FY2023	FY2023	2024	Variance	Variance %
Revenues					
Development Svcs Revenues	\$484,979	\$504,200	\$578,350	\$74,150	15%
REVENUES TOTAL	\$484,979	\$504,200	\$578,350	\$74,150	15%
Expenses					
Personnel	\$775,363	\$1,042,745	\$967,491	-\$75,254	-7%
Maintenance & Operations	\$438,065	\$552,248	\$555,144	\$2,896	1%
Capital	-	\$0	\$9,445	\$9,445	-
Debt Requirement	\$2,614	\$1,318	\$17,585	\$16,268	1,235%
EXPENSES TOTAL	\$1,216,042	\$1,596,311	\$1,549,665	-\$46,646	-3%

Health Department

Health Department

	YTD ACTUALS	FY 2023 BUDGET	FY 2024 PROPOSED BUDGET		
	FY2023	FY2023	2024	Variance	Variance %
Revenues					
Other Revenues	\$144,887	\$136,500	\$140,500	\$4,000	3%
Intergovernmental Transfers In	\$62,112	\$106,477	\$106,477	\$0	0%
REVENUES TOTAL	\$206,999	\$242,977	\$246,977	\$4,000	2%
Expenses					
Personnel	\$208,183	\$310,456	\$337,246	\$26,791	9%
Maintenance & Operations	\$24,998	\$38,999	\$51,979	\$12,980	33%
Capital	-	\$0	\$1,364	\$1,364	-
Debt Requirement	\$273	\$0	\$18,374	\$18,374	-
EXPENSES TOTAL	\$233,454	\$349,454	\$408,963	\$59,508	17%

Municipal Court

Municipal Court

	YTD ACTUALS	FY 2023 BUDGET	FY 2024 PROPOSED BUDGET		
	FY2023	FY2023	2024	Variance	Variance %
Revenues					
Municipal Revenues	\$99,700	\$156,600	\$156,600	\$0	0%
REVENUES TOTAL	\$99,700	\$156,600	\$156,600	\$0	0%
Expenses					
Personnel	\$274,817	\$406,849	\$401,873	-\$4,976	-1%
Maintenance & Operations	\$227,609	\$498,049	\$185,885	-\$312,164	-63%
Capital	-	\$0	\$2,628	\$2,628	-
Debt Requirement	\$273	\$0	\$1,833	\$1,833	-
EXPENSES TOTAL	\$502,699	\$904,898	\$592,219	-\$312,679	-35%

Engineering Department

Engineering Dept

	YTD ACTUALS	FY 2023 BUDGET	FY 2024 PROPOSED BUDGET		
	FY2023	FY2023	2024	Variance	Variance %
Revenues					
-	-	-	-	-	-
REVENUES TOTAL	0	0	0	0	0
Expenses					
Personnel	\$128,873	\$160,444	\$207,217	\$46,773	29%
Maintenance & Operations	\$63,945	\$81,563	\$61,454	-\$20,109	-25%
Capital	\$11,000	\$11,000	\$16,725	\$5,725	52%
Debt Requirement	\$1,863	\$1,318	\$24,200	\$22,882	1,737%
EXPENSES TOTAL	\$205,681	\$254,324	\$309,596	\$55,271	22%

New Personnel Requests

New Positions - Not In Budget

*Includes 6 mo. probationary increase (5%)

*Includes 6 mo. probationary increase (5%)			Allocations				New Equipment Costs					
Fund	Added Position	Base Wage	Wage	Social Security	TMRS	Health Insurance	%	IT	Police	Fire/EMS	Other	Total Allocation
Asst. City Secretary/Info. Gov. Dir.												
General Fund-ADMIN	01-20-1030-00		36,900	2,823	8,373	3,932	40%	1,178			3,600	56,805
Electric	02-21-1030-00		18,450	1,411	4,186	1,966	20%	589			1,800	28,403
Water-Sewer	03-21-1030-00		18,450	1,411	4,186	1,966	20%	589			1,800	28,403
Sanitation	10-21-1030-00		18,450	1,411	4,186	1,966	20%	589			1,800	28,403
			92,250									
Information Compliance Gov. Associate												
General Fund-ADMIN	01-20-1030-00		26,650	2,039	6,047	3,932	40%	1,489			3,600	43,756
Electric	02-21-1030-00		13,325	1,019	3,023	1,966	20%	744			1,800	21,878
Water-Sewer	03-21-1030-00		13,325	1,019	3,023	1,966	20%	744			1,800	21,878
Sanitation	10-21-1030-00		13,325	1,019	3,023	1,966	20%	744			1,800	21,878
			66,625									
GIS Admin												
General Fund-DEV SER	01-27-1040-00		22,601	1,729	5,128	2,949	30%	1,117				33,524
General Fund-ENGINEERING	01-30-1035-00		7,534	576	1,709	983	10%	372				11,175
Electric	02-21-1030-00		22,601	1,729	5,128	2,949	30%	1,117				33,524
Water-Sewer	03-21-1030-00		22,601	1,729	5,128	2,949	30%	1,117				33,524
			75,338									
IT Specialist												
General Fund-ADMIN	01-20-1030-00		17,835	1,364	4,047	2,949	30%	1,117				27,312
Drainage	05-21-1030-00		11,890	910	2,698	1,966	20%	744				18,208
Electric	02-21-1030-00		17,835	1,364	4,047	2,949	30%	1,117				27,312
Water-Sewer	03-21-1030-00		11,890	910	2,698	1,966	20%	744				18,208
			59,450									
Community Outreach Liaison												
General Fund-POLICE	01-22-1030-00		59,611	4,560	13,526	9,830	100%	5,595	8,404			101,526
			59,611									
School Resource Sergeant												
General Fund-POLICE	01-22-1030-00		103,615	7,927	23,510	9,830	100%	5,595	96,404			246,881
			103,615									
Nature Education Coordinator - Part Time												
General Fund-PARKS	01-25-1030-00		23,452	1,794	-	-	100%	595				25,841
			23,452									
Building Plans Reviewer												
General Fund-DEV SER	01-27-1040-00		59,696	4,567	13,545	9,830	100%	3,722				91,360
			59,696									
Shift Personnel - 3 new position												
Fire	01-23-1030-00		187,575	14,349	42,561	29,490	100%	1,785		16,800		292,560
			187,575									
Totals	11		727,612	55,662	159,774	98,300		31,403	104,808	16,800	18,000	1,212,359

Capital Expenditure Requests

		G/L	Amount	Funding		FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Total
Admin	City Hall Lobby Remodel	01-20-4030-00	30,000	Cash		30,000	-	-	-	-	30,000
Admin	Records Information Management Project	01-20-XXXX-00	50,000	Cash	Various accounts	50,000	-	-	-	-	50,000
	GENERAL FUND ADMINISTRATION TOTALS		\$ 80,000			80,000	-	-	-	-	80,000
Police	Police Vehicles (10)	01-22-5240-00	567,000	Cash		567,000	-	-	-	-	567,000
Police	Radios - Vehicle and Handheld (14)	01-22-5230-00	78,400	Cash		78,400	-	-	-	-	78,400
Police	Video Systems - Vehicle and Body Mounted	01-22-5230-00	72,800	Cash		72,800	-	-	-	-	72,800
Police	Body Cameras - Grant Match	01-22-5230-00	11,667	Cash		11,667	-	-	-	-	11,667
Police	Substation Renovation	01-22-5272-00	75,000	Cash		75,000					75,000
	GENERAL FUND POLICE TOTALS		\$ 804,867			804,867	-	-	-	-	804,867
Fire	Principal-Fire Rescue Truck	01-23-6238-00	600,000	Lease/Purchase 5 Yr		120,000	120,000	120,000	120,000	120,000	600,000
Fire	Replace UTV	01-23-5310-00	45,000	Cash		45,000	-	-	-	-	45,000
Fire	Thermal Imaging Cameras for Trucks (3)	01-23-5310-00	22,678	Cash		22,678	-	-	-	-	22,678
	GENERAL FUND FIRE TOTALS		\$ 667,678			187,678	120,000	120,000	120,000	120,000	667,678
Street	Sidewalks	01-24-5465-00	100,000	Cash		100,000	-	-	-	-	100,000
Street	S Llano Shared Use Bridge - Ufer Side	01-24-5484-00	1,202,717	Grant Funds/Contribution		1,202,717	-	-	-	-	1,202,717
Street	Water Truck With Tank #56	01-24-6430-00	142,690	Lease/Purchase 3 Yr		47,565	47,563	47,562	-	-	142,690
Street	Pneumatic Roller S-7	01-24-6426-00	142,011	Lease/Purchase 3 Yr	Replace 2004	47,337	47,337	47,337	-	-	142,011
Street	Pneumatic Roller	01-24-6428-00	142,011	Lease/Purchase 3 Yr	Replace 2008	47,337	47,337	47,337	-	-	142,011
	GENERAL FUND STREET TOTALS		\$ 1,729,429			1,444,956	142,237	142,236	-	-	1,729,429

Capital Expenditure Requests Cont.

		G/L	Amount	Funding		FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Total
Parks	RV Restroom Replacement	01-25-5540-00	330,000	Cash		330,000	-	-	-	-	330,000
Parks	Groundskeeper 4500	01-25-5572-00	110,000	Cash		110,000	-	-	-	-	110,000
Parks	Pioneer Pavilion Renovations	01-25-5573-00	150,000	Cash		150,000	-	-	-	-	150,000
Parks	Tennis/Pickleball Project	01-25-5574-00	1,800,000	Cash		1,800,000	-	-	-	-	1,800,000
Parks	Oakcrest Batting Cage	01-25-5575-00	80,000	Cash		80,000	-	-	-	-	80,000
Parks	Oakcrest Storage A Renovations	01-25-5576-00	12,000	Cash		12,000	-	-	-	-	12,000
Parks	Oakcrest Storage B Renovations	01-25-5577-00	45,000	Cash		45,000	-	-	-	-	45,000
Parks	Old Fair Park Storage	01-25-5578-00	40,000	Cash		40,000	-	-	-	-	40,000
Parks	LBJMP Sand Volleyball Renovations	01-25-5579-00	21,000	Cash		21,000	-	-	-	-	21,000
Parks	Ventrac	01-25-5580-00	60,000	Cash		60,000	-	-	-	-	60,000
Parks	Golf Cart 1	01-25-5581-00	20,000	Cash		20,000	-	-	-	-	20,000
Parks	Golf Cart 2	01-25-5581-00	20,000	Cash		20,000	-	-	-	-	20,000
	GENERAL FUND PARKS TOTALS		\$ 2,358,000			2,358,000	-	-	-	-	2,358,000
IT	Azure AD License	XX-XX-5272-00	46,400	Cash	Allocated to various departments and funds	46,400	-	-	-	-	46,400
IT	Teams VOIP Maintenance	XX-XX-5272-00	26,700	Cash	Allocated to various departments and funds	26,700	-	-	-	-	26,700
IT	Teams VOIP Deployment	XX-XX-5272-00	39,156	Cash	Allocated to various departments and funds	39,156	-	-	-	-	39,156
IT	IT Building Remodel	XX-XX-5272-00	50,000	Cash	Allocated to various departments and funds	50,000	-	-	-	-	50,000
	GENERAL FUND IT TOTALS		\$ 162,256			162,256	-	-	-	-	162,256
	GENERAL FUND TOTALS		\$ 5,802,230			5,037,757	262,237	262,236	120,000	120,000	5,802,230

FY 2024 Proposed General Fund Budget



Questions?



City of Fredericksburg

CITY COUNCIL SPECIAL MEETING MINUTES WEDNESDAY, JULY 26, 2023, ~ 1:00 p.m. LADY BIRD JOHNSON – CARDINAL ROOM 341 GOLFERS LOOP FREDERICKSBURG, TEXAS 78624

City Councilmembers Present:

Mayor Jeryl Hoover
Mayor Pro-Tem Bobby Watson
Councilmember Emily Kirchner
Councilmember Tony Klein
Councilmember Randy Briley

Members Absent:

None

City Staff Present:

Clinton Bailey, City Manager
Garrett Bonn, Assistant City Manager
Lynn Bizzell, Fire Chief
Anna Hudson, Director of Development Services
Andrea Schmidt, Director of Parks and Recreation
Kris Kneese, Director of Public Works and Utilities
Krista Wareham, Director of Finance
Eric Whiting, Director of Information Technology
Tammie Loth, Director of Human Resources
Justin Calhoun, Emergency Management Coordinator
Braxton Roemer, Special Services Police Lieutenant
Derek Seelig, Patrol Division Police Lieutenant
Evan Williamson, Assistant City Engineer
David Kellam, Finance Manager
David Feller, Stormwater/Vegetation Management Superintendent
Jeff Wanek, Electric Division Assistant Superintendent
Josh Treiber, Sanitation Division Superintendent
Dennis Durst, Water/Wastewater Superintendent
Garrett Durst, Street Division Superintendent
Lea Feuge, Public Information Officer
Leslie Embrey, Administrative Assistant
Shelley Goodwin, City Secretary

1. CALL TO ORDER

Mayor Hoover called the Work Session of the Fredericksburg City Council to order at 1:00 p.m. on Wednesday, July 26, 2023. He announced that a quorum had been met.

2. FISCAL YEAR 2023/2024 BUDGET

A. Receive comments from Clinton Bailey, City Manager

Clinton Bailey, City Manager, stated this meeting is to discuss the Enterprise Funds, Capital Improvement Projects, and personnel request. He stated the proposed FY 2024 Revenues total \$67,314,231 and Expenditures total \$80,307,475.

B. Consider and discuss the Proposed Enterprise Fund Budget

Krista Wareham, Director of Finance, reviewed the PowerPoint presentation and explained the difference between intergovernmental pool and outer governmental pool. She also reviewed the current interest rate the City is receiving from Security State Bank.

Jeff Wanek, Electric Division Assistant Superintendent, spoke regarding the Electric Division's proposed Budget.

Dennis Durst, Water/Wastewater Division Superintendent, spoke regarding the Water/Wastewater Division's proposed budget and a lift station.

Clinton Bailey, City Manager, spoke regarding the Golf Fund and CIP Projects. He also spoke regarding the tree replacement program and additional landscaping.

Josh Treiber, Sanitation Division Superintendent, spoke regarding the Sanitation Division's proposed budget.

Kris Kneese, Director of Public Works and Utilities, spoke regarding the professional services line item and the estimated cost to construct a building for transfer station.

Lynn Bizzell, Fire Chief, spoke regarding the EMS proposed budget and the overtime line item. He also spoke about the Capital Improvement Request for EMS.

Krista Wareham, Director of Finance, reviewed the Tourism Fund proposed budget.

Andrea Schmidt, Director of Parks and Recreation, reviewed the proposed Tourism Capital Improvement Project request and the fundraising efforts of the Market Square Redevelopment Commission.

David Feller, Stormwater/Vegetation Management Superintendent, spoke regarding the Stormwater/Vegetation Management Division's proposed budget.

Kris Kneese, Director of Public Works and Utilities, reviewed the need for additional staff in the Stormwater/Vegetation Management Division.

Debbie Reeh, Fredericksburg Food & Wine Fest Coordinator, reviewed the following:

- Attendance
- Ticket sales
- Management Fees and the proposed increase for Management Fees
- Proposed Revenue and Expenses

Andrea Schmidt, Director of Parks and Recreation, spoke regarding the support City staff provides.

Lynn Bizzell, Fire Chief, spoke regarding the proposed Emergency Management Fund budget and the increase in Debt Requirement Expenses.

Krista Wareham, Director of Finance, spoke regarding the Debit Service Fund proposed budget. She noted that she has not received the Certified Estimate of Property Values from the Gillespie County Appraisal District. She noted that once she does, she will enter that information into the proposed budget.

Braxton Roemer, Special Services Police Lieutenant, spoke regarding the Police Forfeiture Fund and Animal Shelter Special Revenue Fund proposed budgets. He also reviewed the need for additional personnel and a feral cat facility.

Andrea Schmidt, Director of Parks and Recreation, spoke regarding the Parks & Recreation Special Revenue Fund.

Krista Wareham, Director of Finance, spoke regarding the proposed Health Insurance Fund budget and noted that they are expecting an increase with the insurance cost.

James McDonald, City resident, spoke regarding the TMRS increase. He also spoke regarding City Council priorities related to tourism.

The City Council discussed the following:

- 3-month Reserve Policy
- Cash vs. Lease of vehicles and equipment
- Increase debt payments to get debt paid off earlier
- Transfer Station
- Landfill rates
- Funding 3 EMS/Fire employees in October and then 3 more employees at mid-year
- HOT collections and distribution to non-profits
- Add Cross Mountain expenses to the proposed budget
- Leveraging tourism funds for better results with promoting
- Summary on expenses that are shared with Gillespie County
- Feral Cat Policy
- Agenda item to discuss Fredericksburg Food & Wine Fest
- Total expenses the City provides to the Fredericksburg Food & Wine Fest
- Work with CVB on branding
- New personnel request added to the proposed budget and included the hiring timeline
- Review City rates and fees

C. Announcements of upcoming budget activities:

- i. Budget Workshop on August 7, 2023, at 1:00 p.m. in the Cardinal Room at Lady Bird Johnson Golf Course**
- ii. Budget Workshop with Gillespie County on August 10, 2023, at 9:00 a.m. at the**

AgriLife Building at 35 Business Court

- iii. File the proposed Budget with the City Secretary on August 14, 2023**
- iv. Budget Workshop on all Funds on August 16, 2023, at 1:00 p.m. in the Cardinal Room at Lady Bird Johnson Golf Course**
- v. City Council Workshop for Public Hearing on the proposed FY2024 Budget and No-New Revenue Tax Rate on August 21, 2023, at 1:00 p.m. in the Cardinal Room at Lady Bird Johnson Golf Course**
- vi. City Council Regular Meeting adoption of the 2023 Tax Rate and FY2024 Budget on September 19, 2023, at 9:00 a.m. at the Law Enforcement Center**

3. ADJOURN

With no other business, Mayor Hoover adjourned the July 26, 2023, City Council Work Session at 3:24 p.m.

Jeryl Hoover
Mayor

Shelley Goodwin, TRMC/CMC
City Secretary



FY 2024 Proposed Budgets - Enterprise & Other Funds

Budget Workshop July 26, 2023

Today's Discussion



City of Fredericksburg FY 2024 Proposed Budgets Enterprise Funds

- 1. Overview**
 - Enterprise Fund vs General Fund**
 - Current Financial Status**
 - Budget Challenges**
- 2. City Council Priorities**
- 3. Discussion of Enterprise Funds**

City Council Priorities – May 25, 2023

City of Fredericksburg City Council Priorities – FY2023/2024

Council Member: Emily Kirchner

1. Preserve the small-town charm through caring for our residents and making wise decisions to benefit the future of our city.
2. Outdoors - promote health and wellness of the community through the outdoors: parks, sports fields, walking trails, etc. City partnerships with foundations, sports organizations, businesses to cover costs, preserve natural resources.
3. Infrastructure - improvements including water, wastewater, sanitation.
4. Transportation - Improved mobility and connectivity including walking and bike trails, connectedness from neighborhoods to city center, schools, shopping.
5. Eclipse - address needs of staff and departments.

Council Member: Tony Klein

1. Continued support of Law Enforcement
2. Address transportation and traffic issues
3. Enforcement of STR Ordinance and other code violations
4. Improve City communications with developers and contractors communications and establish more efficient development review process

Council Member: Randy Briley

1. Police, Fire EMS enablement and retention and training
2. Family based programs related to child care and parks
3. Transportation and parking improvement to support both resident and tourism
4. Leveraging of HOT tax to support Police, Fire EMS etc.

City Council Priorities – May 25, 2023

Council Member: Bobby Watson

1. Managing our water resources. Look at adding another water well field, continue to improve our current infrastructure, enforce our water conservation ordinance and look for new ways to conserve water
2. Improve our existing parks by adding new facilities such as soccer, baseball, tennis, pickleball and trails. This would improve the quality of life for our residents and address the needs of young families in our community
3. Revise the current Short Term Rental (STR) Ordinance, resolve STR software issues, compile accurate data and enforce the STR ordinance
4. Affordable housing
5. Address future City needs including sanitary landfill, city hall, police station, water reclamation facility and other major capital improvement needs. Put together a plan with priorities to enable proper budgeting.
6. Increased quality of life for our residents; take care of residents before visitors
7. Better manage our local Tourism Industry
8. Address future employee needs

Mayor: Jeryl Hoover

1. Community / Neighborhoods
2. Community Engagement / Communication
3. Children - Child Care
4. City / County Collaboration

FY 2024 Projected Fund Balance

Fund	Beginning Fund Balance	FY 2024 Revenues	FY 2024 Expenditures	(Decrease) Fund Balance	Ending Fund Balance	3 Months Expenditures	Reserve at FYE 2023
General Fund	\$11,020,332	\$22,360,582	\$27,343,397	(\$4,982,815)	\$6,037,517	\$5,385,292	\$652,225
Food and Wine Fest	\$109,026	203,575	196,350	7,225	116,251	49,088	67,163
Electric	\$1,361,642	14,655,827	14,599,325	56,502	1,418,144	1,353,269	64,875
Water	\$9,289,309	9,501,011	15,942,423	(6,441,412)	2,847,897	2,640,681	207,216
Golf	\$124,371	144,457	144,457	-	124,371	36,114	88,257
Sanitation	\$1,906,018	3,041,300	3,357,202	(315,902)	1,590,116	839,301	750,816
EMS	\$107,714	4,711,846	5,270,593	(558,747)	(451,033)	-	(451,033)
Storm Water/Vegetation Mgt	\$561,439	3,258,909	3,415,576	(156,667)	404,772	203,262	201,510
Water & Wastewater Capital Project Fund	\$0	-	-	-	-	-	-
Debt Service	\$99,820	462,024	462,024	-	99,820	-	99,820
Tourism	\$3,706,161	6,125,700	6,344,653	(218,953)	3,487,208	1,586,163	1,901,045
Emergency Management	\$24,703	298,623	323,088	(24,465)	238	-	238
Police Forfeiture	\$14,475	1,040	2,500	(1,460)	13,015	-	13,015
Animal Shelter	\$499,221	5,600	365,323	(359,723)	139,498	-	139,498
Parks & Recreation Special Revenue	\$26,056	44,030	44,000	30	26,086	-	26,086
Hospitalization Insurance	\$1,016,059	2,499,707	2,496,564	3,143	1,019,202	624,141	395,061
Totals	\$29,866,344	\$67,314,231	\$80,307,475	(\$12,993,244)	\$16,873,100	\$12,717,310	\$4,155,791

Three month reserve calculations excludes capital requests for FY 2024

Food and Wine fund balance does not include \$100,000 transfer to Parks & Recreation Special Revenue Fund that is included in the requested FY 2024 budget

Electric Fund

Electric

	YTD ACTUALS	FY 2023 BUDGET	FY 2024 PROPOSED BUDGET		
	FY2023	FY2023	2024	Variance	Variance %
Revenues					
Electric Utility Revenues	\$9,699,183	\$14,064,406	\$14,067,406	\$3,000	0%
Fees from other Services	\$48,878	\$49,900	\$94,900	\$45,000	90%
Miscellaneous Revenues	\$513,779	\$363,621	\$493,521	\$129,900	36%
REVENUES TOTAL	\$10,261,840	\$14,477,927	\$14,655,827	\$177,900	1%
Expenses					
Personnel	\$1,517,355	\$1,840,495	\$2,114,387	\$273,892	15%
Maintenance & Operations	\$5,906,990	\$9,883,380	\$9,844,687	-\$38,693	0%
Intercompany Transfer Out	\$689,200	\$1,303,013	\$1,318,500	\$15,487	1%
Intergovernmental Transfer Out	\$9,509	\$16,301	\$16,301	\$0	0%
Capital	\$319,014	\$853,500	\$439,393	-\$414,107	-49%
Debt Requirement	\$312,311	\$681,720	\$866,056	\$184,336	27%
EXPENSES TOTAL	\$8,754,379	\$14,578,410	\$14,599,325	\$20,915	0%

Electric Fund – Capital Requests

Fund/Dept	Project/Equipment	G/L	Amount	Funding	Notes	FY 2024
Electric	Replace Substation Breakers	02-21-5382-00	24,000	Cash		24,000
Electric	International Digger/Derrick Truck	02-21-6212-00	425,000	Lease/Purchase 3 Yr		141,667
	ELECTRIC TOTALS		\$ 449,000			165,667

Water & Wastewater Fund

Water & Wastewater

	YTD ACTUALS	FY 2023 BUDGET	FY 2024 PROPOSED BUDGET		
	FY2023	FY2023	2024	Variance	Variance %
Revenues					
Water Utility Revenues	\$6,152,926	\$9,530,450	\$8,389,050	-\$1,141,400	-12%
Fees from other Services	\$877,869	\$843,500	\$902,000	\$58,500	7%
Miscellaneous Revenues	\$174,847	\$234,361	\$209,961	-\$24,400	-10%
REVENUES TOTAL	\$7,205,642	\$10,608,311	\$9,501,011	-\$1,107,300	-10%
Expenses					
Personnel	\$1,789,033	\$2,499,261	\$2,684,106	\$184,845	7%
Maintenance & Operations	\$2,058,889	\$2,084,285	\$2,000,460	-\$83,825	-4%
Intercompany Transfer Out	\$494,600	\$954,748	\$855,000	-\$99,748	-10%
Intergovernmental Transfer Out	\$9,509	\$16,301	\$16,301	\$0	0%
Capital	\$1,197,136	\$7,480,735	\$8,736,895	\$1,256,160	17%
Debt Requirement	\$1,760,595	\$2,107,631	\$1,649,661	-\$457,971	-22%
EXPENSES TOTAL	\$7,309,763	\$15,142,961	\$15,942,423	\$799,461	5%

Water & Wastewater – Capital Requests

Fund/	Project/Equipment	G/L	Amount	Funding	Notes	FY 2024
Water	Fairgrounds Lift Station Expansion	03-21-5266-00	3,149,700	Impact Fees		3,149,700
Water	Replace WWTP Bar Screens	03-21-5267-00	286,000	Cash		286,000
Water	Bob White Lift Station	03-21-5268-00	1,232,000	Impact Fees		1,232,000
Water	Tractor and Shredder for WRF	03-21-5269-00	89,000	Cash		89,000
Water	Mower	03-21-5271-00	13,000	Cash		13,000
Water	Backhoe Loader	03-21-6344-00	165,000	Lease/Purchase 3 Yr		55,000
Water	Vac-Jet Truck	03-21-6345-00	445,000	Lease/Purchase 3 Yr		148,333
	WATER & SEWER TOTALS		\$ 5,379,700			4,973,033

Golf Fund

Golf Fund

	YTD ACTUALS	FY 2023 BUDGET	FY 2024 PROPOSED BUDGET		
	FY2023	FY2023	2024	Variance	Variance %
Revenues					
Golf Course Revenues	-	\$0	-	\$0	-
Intercompany Transfers	-	\$147,183	\$144,452	-\$2,731	-2%
Miscellaneous Revenues	\$315	\$5	\$5	\$0	0%
REVENUES TOTAL	\$315	\$147,188	\$144,457	-\$2,731	-2%
Expenses					
Personnel	\$15,994	\$22,485	\$18,674	-\$3,811	-17%
Maintenance & Operations	\$24,726	\$17,676	\$16,317	-\$1,359	-8%
Capital	-	\$0	\$1,624	\$1,624	-
Debt Requirement	-	\$107,843	\$107,843	\$0	0%
EXPENSES TOTAL	\$40,720	\$148,004	\$144,457	-\$3,546	-2%

Sanitation Fund

Sanitation

	YTD ACTUALS	FY 2023 BUDGET	FY 2024 PROPOSED BUDGET		
	FY2023	FY2023	2024	Variance	Variance %
Revenues					
Sanitation Collection Revenues	\$2,684,001	\$2,855,000	\$2,855,000	\$0	0%
Fees from Other Services	\$33,967	\$70,100	\$70,100	\$0	0%
Miscellaneous Revenues	\$94,119	\$76,300	\$116,200	\$39,900	52%
REVENUES TOTAL	\$2,812,086	\$3,001,400	\$3,041,300	\$39,900	1%
Expenses					
Personnel	\$1,426,366	\$1,739,079	\$1,926,495	\$187,417	11%
Maintenance & Operations	\$538,478	\$770,805	\$755,120	-\$15,684	-2%
Intercompany Transfer Out	\$183,800	\$270,126	\$273,393	\$3,267	1%
Capital	\$894,366	\$1,440,000	\$9,440	-\$1,430,560	-99%
Debt Requirement	\$148,538	\$147,160	\$392,753	\$245,593	167%
EXPENSES TOTAL	\$3,191,548	\$4,367,170	\$3,357,202	-\$1,009,968	-23%

Sanitation – Capital Requests

Fund/Dept	Project/Equipment	G/L	Amount	Funding	Notes	FY 2024
Sanitation	Track Loader	05-21-6518-00	490,000	Lease/Purchase 3 Yr		163,333
Sanitation	Chipper	05-21-6526-00	105,000	Lease/Purchase 3 Yr		35,000
	SANITATION TOTALS		\$ 595,000			198,333

EMS Fund

EMS

	YTD ACTUALS	FY 2023 BUDGET	FY 2024 PROPOSED BUDGET		
	FY2023	FY2023	2024	Variance	Variance %
Revenues					
EMS Billing Revenues	\$2,076,256	\$1,715,000	\$1,715,000	\$0	0%
Intergovernmental Transfer In	\$787,667	\$1,350,286	\$1,350,286	\$0	0%
Miscellaneous Revenues	\$12,759	\$214,128	\$4,500	-\$209,627	-98%
Intercompany Transfer from General Fund	\$957,868	\$1,642,060	\$1,642,060	\$0	0%
REVENUES TOTAL	\$3,834,551	\$4,921,474	\$4,711,846	-\$209,627	-4%
Expenses					
Personnel	\$2,390,756	\$3,220,348	\$3,280,095	\$59,747	2%
Maintenance & Operations	\$841,332	\$1,405,999	\$1,337,115	-\$68,884	-5%
Capital	-	\$193,688	\$13,915	-\$179,772	-93%
Debt Requirement	\$459,885	\$450,839	\$639,468	\$188,628	42%
EXPENSES TOTAL	\$3,691,973	\$5,270,874	\$5,270,593	-\$281	0%

EMS – Capital Requests

Fund/Dept	Project/Equipment	G/L	Amount	Funding	Notes	FY 2024
EMS	Ambulance - Replace Med 1 (Remount)	06-21-6624-00	245,000	Lease/Purchase 3 Yr		81,667
EMS	Ambulance - Replace Med 1 (Remount)	06-21-6624-00	245,000	Lease/Purchase 3 Yr		81,667
	EMS FUND TOTALS		\$ 490,000			163,334

Tourism Fund

Tourism

	YTD ACTUALS	FY 2023 BUDGET	FY 2024 PROPOSED BUDGET		
	FY2023	FY2023	2024	Variance	Variance %
Revenues					
Hotel Occupancy Tax	\$3,392,628	\$6,037,100	\$6,037,100	\$0	0%
Donations	\$500,003	\$1,000,000	\$25,000	-\$975,000	-97%
Miscellaneous Revenues	\$78,840	\$10,100	\$63,600	\$53,500	530%
REVENUES TOTAL	\$3,971,471	\$7,047,200	\$6,125,700	-\$921,500	-13%
Expenses					
Personnel	\$322,228	\$426,582	\$423,166	-\$3,416	-1%
Hotel Tax Distributions	\$4,806,414	\$4,834,914	\$4,834,914	\$0	0%
Maintenance & Operations	\$279,402	\$514,917	\$421,078	-\$93,839	-18%
Capital	\$1,137,897	\$2,043,371	\$658,000	-\$1,385,371	-68%
Debt Requirement	-	\$0	\$7,495	\$7,495	-
EXPENSES TOTAL	\$6,545,941	\$7,819,784	\$6,344,653	-\$1,475,131	-19%

Tourism – Capital Requests

Fund/Dept	Project/Equipment	G/L	Amount	Funding	Notes	FY 2024
Tourism	Christmas Lights	07-21-5710-00	110,000	Cash		110,000
Tourism	MP Restroom Renovations	07-21-5712-00	65,000	Cash		65,000
Tourism	MP Storage Expansion	07-21-5713-00	48,000	Cash		48,000
	TOURISM TOTALS		\$ 223,000			223,000

Stormwater/Veg Mgmt. Fund

Storm Water/Vegetation Management

	YTD ACTUALS	FY 2023 BUDGET	FY 2024 PROPOSED BUDGET		
	FY2023	FY2023	2024	Variance	Variance %
Revenues					
Drainage Utility Revenues	\$498,465	\$648,380	\$648,380	\$0	0%
Miscellaneous Revenues	\$12,965	\$900	\$2,610,529	\$2,609,629	289,959%
REVENUES TOTAL	\$511,429	\$649,280	\$3,258,909	\$2,609,629	402%
Expenses					
Personnel	\$238,110	\$329,587	\$356,912	\$27,325	8%
Maintenance & Operations	\$102,228	\$116,773	\$164,592	\$47,820	41%
Intercompany Transfer Out	\$35,900	\$58,435	\$58,050	-\$385	-1%
Capital	\$52,052	\$350,000	\$2,649,018	\$2,299,018	657%
Debt Requirement	\$161,361	\$159,287	\$187,004	\$27,717	17%
EXPENSES TOTAL	\$589,651	\$1,014,082	\$3,415,576	\$2,401,495	237%

Stormwater/Veg Mgmt. - Capital Requests

Fund/Dept	Project/Equipment	G/L	Amount	Funding	Notes	FY 2024
Stormwater/Veg Mgmt	N Llano Storm Sewer Phase 1 Construction	10-21-5159-00	2,602,529	Revenue Bond	Carryover	2,602,529
Stormwater/Veg Mgmt	Stump Grinder and Trailer	10-21-5261-00	26,000	Cash		26,000
Stormwater/Veg Mgmt	Mower and Trailer	10-21-5262-00	17,500	Cash		17,500
	STORMWATER/VEG MGMT TOTALS		\$ 2,646,029			2,646,029

Food & Wine Fest Fund

Food and Wine Fest

	YTD ACTUALS	FY 2023 BUDGET	FY 2024 PROPOSED BUDGET		
	FY2023	FY2023	2024	Variance	Variance %
Revenues					
Food & Wine Fest Revenues	\$123,929	\$184,900	\$203,575	\$18,675	10%
REVENUES TOTAL	\$123,929	\$184,900	\$203,575	\$18,675	10%
Expenses					
Food & Wine Fest Expenses	\$129,362	\$182,700	\$196,350	\$13,650	7%
Debt Requirement	–	\$100,000	\$100,000	\$0	0%
EXPENSES TOTAL	\$129,362	\$282,700	\$296,350	\$13,650	5%

Emergency Management Fund

Emergency Management

	YTD ACTUALS	FY 2023 BUDGET	FY 2024 PROPOSED BUDGET		
	FY2023	FY2023	2024	Variance	Variance %
Revenues					
Grant Revenue	–	\$0	\$0	\$0	–
Intercompany Transfer from General Fund	\$86,661	\$148,561	\$148,561	\$0	0%
Intergovernmental Transfer In	\$86,661	\$148,561	\$148,561	\$0	0%
Miscellaneous Revenues	\$2,466	\$150	\$1,500	\$1,350	900%
REVENUES TOTAL	\$175,787	\$297,273	\$298,623	\$1,350	0%
Expenses					
Personnel	\$154,315	\$192,561	\$202,537	\$9,976	5%
Maintenance & Operations	\$50,659	\$98,359	\$100,332	\$1,973	2%
Capital	–	\$0	\$682	\$682	–
Debt Requirement	\$6,622	\$6,353	\$19,537	\$13,184	208%
EXPENSES TOTAL	\$211,596	\$297,273	\$323,088	\$25,816	9%

Debt Service Fund

Debt Service

	YTD ACTUALS	FY 2023 BUDGET	FY 2024 PROPOSED BUDGET		
	FY2023	FY2023	2024	Variance	Variance %
Revenues					
Property Taxes	\$765,539	\$785,122	\$461,624	-\$323,498	-41%
Miscellaneous Revenues	\$112	\$400	\$400	\$0	0%
REVENUES TOTAL	\$765,651	\$785,522	\$462,024	-\$323,498	-41%
Expenses					
Maintenance & Operations	—	\$0	—	\$0	—
Debt Requirement					
15-21-00-15-21-6079 - Principal-2010 Ref GO I&S Bond	—	\$0	—	\$0	—
15-21-00-15-21-6082 - Interest-2010 Ref GO I&S Bonds	—	\$0	—	\$0	—
15-21-00-15-21-6304 - Principal - 2012 GO Bonds	\$160,000	\$160,000	\$160,000	\$0	0%
15-21-00-15-21-6305 - Interest - 2012 GO Bonds	\$26,325	\$50,349	\$50,349	\$0	0%
15-21-00-15-21-6306 - Principal - 2016 Tax Lmt'd Note	\$350,000	\$350,000	\$0	-\$350,000	-100%
15-21-00-15-21-6307 - Interest - 2016 Tax Lmt'd Note	\$2,756	\$2,756	\$0	-\$2,756	-100%
15-21-00-15-21-6308 - Principal-2017 Lmt'd Tax&Rev CO's	\$160,000	\$160,000	\$160,000	\$0	0%
15-21-00-15-21-6309 - Interest-2017 Lmt'd Tax&Rev Co's	\$47,038	\$91,675	\$91,675	\$0	0%
DEBT REQUIREMENT TOTAL	\$746,119	\$814,781	\$462,024	-\$352,756	-43%
EXPENSES TOTAL	\$746,119	\$814,781	\$462,024	-\$352,756	-43%

Police Forfeiture Fund

Police Forfeiture

	YTD ACTUALS	FY 2023 BUDGET	FY 2024 PROPOSED BUDGET		
	FY2023	FY2023	2024	Variance	Variance %
Revenues					
Forfeiture Revenues	–	\$2,000	\$1,000	-\$1,000	-50%
Miscellaneous Revenues	\$573	\$40	\$40	\$0	0%
REVENUES TOTAL	\$573	\$2,040	\$1,040	-\$1,000	-49%
Expenses					
Maintenance & Operations	\$1,652	\$0	\$0	\$0	–
Capital	–	\$2,500	\$2,500	\$0	0%
EXPENSES TOTAL	\$1,652	\$2,500	\$2,500	\$0	0%

Animal Shelter Special Revenue Fund

Animal Shelter Special Revenue

	YTD ACTUALS	FY 2023 BUDGET	FY 2024 PROPOSED BUDGET		
	FY2023	FY2023	2024	Variance	Variance %
Revenues					
Animal Shelter Special Revenue Fund	–	\$0	\$0	\$0	–
Miscellaneous Revenues	\$2,015	\$7,150	\$5,600	-\$1,550	-22%
REVENUES TOTAL	\$2,015	\$7,150	\$5,600	-\$1,550	-22%
Expenses					
Personnel	\$58,166	\$71,342	\$83,323	\$11,981	17%
Maintenance & Operations	\$11,165	\$27,500	\$32,000	\$4,500	16%
Capital	–	\$0	\$250,000	\$250,000	–
EXPENSES TOTAL	\$69,331	\$98,842	\$365,323	\$266,481	270%

Parks & Recreation Special Revenue Fund

Parks & Recreation Special Revenue

	YTD ACTUALS	FY 2023 BUDGET	FY 2024 PROPOSED BUDGET		
	FY2023	FY2023	2024	Variance	Variance %
Revenues					
Donations	\$31,267	\$114,700	\$44,000	-\$70,700	-62%
Miscellaneous Revenues	\$27	\$30	\$30	\$0	0%
REVENUES TOTAL	\$31,293	\$114,730	\$44,030	-\$70,700	-62%
Expenses					
Maintenance & Operations	\$49,809	\$127,834	\$44,000	-\$83,834	-66%
EXPENSES TOTAL	\$49,809	\$127,834	\$44,000	-\$83,834	-66%

Health Insurance Fund

Health Insurance Fund

	YTD ACTUALS	FY 2023 BUDGET	FY 2024 PROPOSED BUDGET		
	FY2023	FY2023	2024	Variance	Variance %
Revenues					
Health Insurance Premium Revenues	\$1,333,976	\$2,249,207	\$2,249,207	\$0	0%
Intercompany Transfers	-	\$0	\$0	\$0	-
Miscellaneous Revenues	\$22,479	\$250,500	\$250,500	\$0	0%
REVENUES TOTAL	\$1,356,456	\$2,499,707	\$2,499,707	\$0	0%
Expenses					
Personnel	\$44,683	\$87,488	\$87,488	\$0	0%
Maintenance & Operations	\$1,902,514	\$2,409,076	\$2,409,076	\$0	0%
EXPENSES TOTAL	\$1,947,198	\$2,496,564	\$2,496,564	\$0	0%

FY 2024 Proposed Budgets – New Personnel Requests

New Positions - Not In Budget

*Includes 6 mo. probationary increase (5%)

*Includes 6 mo. probationary increase (5%)			Allocations				New Equipment Costs					
Fund	Added Position	Base Wage	Wage	Social Security	TMRS	Health Insurance	%	IT	Police	Fire/EMS	Other	Total Allocation
Asst. City Secretary/Info. Gov. Dir.												
General Fund-ADMIN	01-20-1030-00		36,900	2,823	8,373	3,932	40%	1,178			3,600	56,805
Electric	02-21-1030-00		18,450	1,411	4,186	1,966	20%	589			1,800	28,403
Water-Sewer	03-21-1030-00		18,450	1,411	4,186	1,966	20%	589			1,800	28,403
Sanitation	10-21-1030-00		18,450	1,411	4,186	1,966	20%	589			1,800	28,403
			92,250									
Information Compliance Gov. Associate												
General Fund-ADMIN	01-20-1030-00		26,650	2,039	6,047	3,932	40%	1,489			3,600	43,756
Electric	02-21-1030-00		13,325	1,019	3,023	1,966	20%	744			1,800	21,878
Water-Sewer	03-21-1030-00		13,325	1,019	3,023	1,966	20%	744			1,800	21,878
Sanitation	10-21-1030-00		13,325	1,019	3,023	1,966	20%	744			1,800	21,878
			66,625									
GIS Admin												
General Fund-DEV SER	01-27-1040-00		22,601	1,729	5,128	2,949	30%	1,117				33,524
General Fund-ENGINEERING	01-30-1035-00		7,534	576	1,709	983	10%	372				11,175
Electric	02-21-1030-00		22,601	1,729	5,128	2,949	30%	1,117				33,524
Water-Sewer	03-21-1030-00		22,601	1,729	5,128	2,949	30%	1,117				33,524
			75,338									

FY 2024 Proposed Budgets – New Personnel Requests Cont.

IT Specialist										
General Fund-ADMIN	01-20-1030-00	17,835	1,364	4,047	2,949	30%	1,117			27,312
Drainage	05-21-1030-00	11,890	910	2,698	1,966	20%	744			18,208
Electric	02-21-1030-00	17,835	1,364	4,047	2,949	30%	1,117			27,312
Water-Sewer	03-21-1030-00	11,890	910	2,698	1,966	20%	744			18,208
		59,450								
Community Outreach Liaison										
General Fund-POLICE	01-22-1030-00	59,611	4,560	13,526	9,830	100%	5,595	8,404		101,526
		59,611								
School Resource Sergeant										
General Fund-POLICE	01-22-1030-00	103,615	7,927	23,510	9,830	100%	5,595	96,404		246,881
		103,615								
Nature Education Coordinator - Part Time										
General Fund-PARKS	01-25-1030-00	23,452	1,794	-	-	100%	595			25,841
		23,452								
Building Plans Reviewer										
General Fund-DEV SER	01-27-1040-00	59,696	4,567	13,545	9,830	100%	3,722			91,360
		59,696								
Apprentice Arborist - 2 new positions										
Vegetation MGT/Storm Water	10-21-1030-00	85,621	6,550	19,427	9,830	100%	1,190			122,619
		85,621								
Shift Personnel - 3 new position										
Fire	01-23-1030-00	187,575	14,349	42,561	29,490	100%	1,785	16,800		292,560
		187,575								
Training Officer										
EMS	06-21-1030-00	99,425	7,606	22,560	9,830	100%	595	5,600		145,616
		99,425								
Totals	14	912,658	69,818	201,761	117,960		33,188	104,808	22,400	1,480,594

FY 2024 Proposed Budgets – Enterprise & Other Funds



□ Questions?



City of Fredericksburg

CITY COUNCIL REGULAR MEETING MINUTES
TUESDAY, AUGUST 1, 2023 ~ 9:00 a.m.
LAW ENFORCEMENT CENTER
MAIN STREET
FREDERICKSBURG, TEXAS 78624

City Council Members Present:

Mayor Jeryl Hoover
Mayor Pro-Tem Bobby Watson
Councilmember Randy Briley
Councilmember Emily Kirchner
Councilmember Tony Klein

City Council Members Absent:

None

City Staff Present:

Clinton Bailey, City Manager
Mick McKamie, City Attorney
Garret Bonn, Assistant City Manager
Lynn Bizzell, Fire Chief
Brian Vorauer, Police Chief
Anna Hudson, Director of Development Services
Andrea Schmidt, Director of Parks and Recreation
Kris Kneese, Director of Public Works and Utilities
Krista Wareham, Director of Finance
Eric Whiting, Director of Information Technology
Jennifer Krupa, Assistant Director of Parks and Recreation/Special Events Coordinator
Leslie Embrey, Administrative Assistant
Lea Feuge, Public Information Officer
Shelley Goodwin, City Secretary

1. CALL TO ORDER

Mayor Hoover called the Regular Meeting of the Fredericksburg City Council to order at 9:00 a.m. on Tuesday, August 1, 2023. He announced that a quorum had been met.

2. INVOCATION

3. PLEDGE OF ALLEGIANCE

Mayor Hoover led the Pledge of Allegiance.

4. CEREMONIAL MATTERS/PROCLAMATIONS/EMPLOYEE RECOGNITION

Jennifer Krupa, Assistant Director of Parks and Recreation/Special Events Coordinator, recognized the following people for their hard work with the July 4th Parade:

- Daryl Whitworth
- Joe Kammlah

- Debbie Reeh
- Linda Nevels was not present

5. COUNCIL COMMENTS

Councilmember Briley provided the following comments:

- The reason he voted against the rezoning of several properties on Austin Street (due to location)
- Convention and Visitor Bureau session on the Citizen Sentiment Survey

Councilmember Kirchner provided the following reports:

- Attended the Comp Plan Advisory Committee meeting
- Upcoming City Council and Planning and Zoning Commission Joint Meeting on August 9, 2023, at 11:00 a.m. in the Cardinal Room

She also asked Anna Hudson, Director of Development Services, to provide the next steps for the STR Ordinance amendment.

Anna Hudson, Director of Development Services, stated there would be two public hearings (September 7, 2023, at Planning and Zoning Commission and October 3, 2023, at City Council). She stated notices are going out this week to all residents with the public hearing information and additional information.

Councilmember Watson provided the following comments:

- Julia Martinez's progress with getting her pilot's license
- He read Lindy Seagal's comments in the Fredericksburg Standard
- Attended the Neighborhood Town Hall Meeting on July 27, 2023, at the Hoffman Haus. He stated 16 residents came out
- Next Neighborhood Town Hall Meeting is August 10, 2023, at 7:00 p.m. at the Windcrest Club House

6. CONSENT

A. Consider approval of City Council Minutes for the following meetings:

- i. July 18, 2023, Regular Meeting
- ii. July 19, 2023, Work Session Meeting

Motion: A motion was made by Councilmember Kirchner, seconded by Councilmember Klein, to approve the Consent Agenda Items 6. A. i. and ii. The City Council voted five (5), and none (0) opposed. The motion carried unanimously.

7. OTHER ACTION ITEMS AND UPDATES

A. Legislative Update

Clinton Bailey, City Manager, stated there were 8,400 bills filed and a number of bills affect the City.

Mick McKamie, City Attorney, stated Texas Municipal League (TML) and Texas City Attorney Association have been monitoring 1,100 bills. He reviewed the attached summary that will affect Home Rule Cities in good and bad ways. He also reviewed Super Preemption House Bill (HB) 2127, and the possible lawsuits being filed. The City Council discussed HB 2127 and the possibility of joining the lawsuit.

B. Consider the award of Hotel Occupancy Funding to Heritage School due to oversight of an application submitted before the April 30, 2023 deadline

Mayor Hoover stated that there was an oversight with the Heritage School Hotel Occupancy Funding Application. He noted the School is requesting \$10,000 for advertising and promotional programs to attract tourists, signage directing the public to sights and attractions frequently visited by tourists, and sporting events for which the majority of participants come from out of town.

Motion: A motion was made by Councilmember Kirchner, seconded by Councilmember Klein, to award the Heritage School \$10,000 in Hotel Occupancy Funding. The City Council voted five (5) and none (0) opposed. The motion carried unanimously.

C. Continued discussion regarding the need for affordable housing

Mayor Hoover stated he had asked each Councilmember to do their research regarding affordable housing. He noted three developers are interested in doing affordable projects; these are a mixture of apartments and detached houses.

The City Council discussed the following:

- Affordable housing is a nationwide issue
- Land Trust
- Mueller Development and Mueller Foundation
- New Braunfels Land Trust Fund
- Design Standards that allow four and six-plexes
- Form-Based Zoning
- Emergency Personnel and Teacher housing

8. CITY MANAGER'S REPORT

A. Fredericksburg Citizens University

Clinton Bailey, City Manager, reviewed the Fredericksburg Citizens University and stated this is another way to provide ways to get residents involved. He also noted that this would allow residents to learn what each department does. The City Secretary's Office will coordinate this program, and once the Application is completed, a copy will be provided for review.

B. City Council Calendar

Clinton Bailey, City Manager, stated a City Council Calendar has been created in Outlook. This calendar will provide all City Council and Board and Commission meeting dates, events, and holidays. He noted that each Councilmember can add her vacations to the calendar, making scheduling easier for Special Meetings and Work Sessions.

9. ITEMS FOR FUTURE AGENDA

A. Review the Future Agenda Spreadsheet

Clinton Bailey, City Manager, reviewed the updated Future Agenda spreadsheet.

10. EXECUTIVE SESSION

- A. Consider and discuss Alpha Securities, LLC, Appellant, v. City of Fredericksburg, Appellee, Cause No 15377, the 216th Judicial District Court of Gillespie County (Sec. 551.071) and**
- B. Consult with the City Attorney regarding an agreement to construct a Heritage Center (Sec. 551.071).**

Motion: A motion was made by Councilmember Watson and a second by Councilmember Kirchner to go out of Regular Session into Executive Session at 10:05 a.m. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

Motion: A motion was made by Councilmember Watson, seconded by Councilmember Kirchner, to go out of the Executive Session and into the Regular Meeting at 10:30 a.m. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

11. BUSINESS ITEM

The City Council did not take any action following the Executive Session.

12. ADJOURN

With no other business, Mayor Hoover adjourned the August 1, 2023, City Council Regular Meeting at 10:31 a.m.

Jeryl Hoover
Mayor

Shelley Goodwin, TRMC/CMC
City Secretary



City of Fredericksburg

CITY COUNCIL WORK SESSION MEETING MINUTES
MONDAY, AUGUST 7, 2023 ~ 1:00 p.m.
LADY BIRD JOHNSON GOLF COURSE-CARDINAL ROOM
341 GOLFERS LOOP
FREDERICKSBURG, TEXAS 78624

City Council Members Present:

Mayor Jeryl Hoover
Mayor Pro-Tem Bobby Watson
Councilmember Emily Kirchner
Councilmember Tony Klein
Councilmember Randy Briley

Members Absent:

None

City Staff Present:

Clinton Bailey, City Manager
Garret Bonn, Assistant City Manager
Lynn Bizzell, Fire Chief
Brian Vorauer, Police Chief
Anna Hudson, Director of Development Services
Andrea Schmidt, Director of Parks and Recreation
Kris Kneese, Director of Public Works and Utilities
Krista Wareham, Director of Finance
Jennifer Krupa, Assistant Director of Parks and Recreation/Special Events Coordinator
Leslie Embrey, Administrative Assistant
Lea Feuge, Public Information Officer
Shelley Goodwin, City Secretary

1. CALL TO ORDER

Mayor Hoover called the Work Session Meeting of the Fredericksburg City Council to order at 1:00 p.m. on Monday, August 7, 2023. He announced that a quorum had been met.

2. FISCAL YEAR 2023/2024 PROPOSED BUDGET

Annette Bennett, City resident, encouraged the City Council to divide the budgets into two sections, non-essential and essential expenses.

Eric Hammersen, City resident, encouraged the City Council to consider approving a percentage of Hotel Occupancy Funds for Fort Martin Scott.

Clinton Bailey, City Manager, stated the proposed Budget is divided by different funding, employee requests, and Capitol Improvement Plan (CIP) Projects.

A. Receive comments from Clinton Bailey, City Manager

Clinton Bailey, City Manager, reviewed the purpose of today's meeting. He reviewed the City Council priorities.

B. Consider and discuss potential Bond Projects and Finance options:

- i. Transportation Projects**
- ii. City Building Facilities**
- iii. Park Land and Projects**

Transportation Projects

Clinton Bailey, City Manager, reviewed the potential transportation projects that City staff feels would provide the most significant impact. He noted the estimated cost of Mulberry Street at \$10 million and Post Oak Street at \$7 million.

Garret Bonn, Assistant City Manager, stated the proposed cost of the Frederick Road extension at \$20 million and the Friendship Lane extension at \$25 million, based on 2026 figures.

City Building Facilities

Clinton Bailey, City Manager, reviewed the different City Facilities and noted a new City Hall would be an estimated \$15 million. A new Police Station/Municipal Court Building would be an estimated \$28 million.

Parks Land and Projects

Clinton Bailey, City Manager, reviewed the different Parks Projects and noted the estimated cost of projects would be \$8 million for soccer, baseball, and softball. He reviewed the history of the proposed Sports Park and the two failed bond elections. He stated the City has been working with the Soccer Association and the creation of a private partnership between the City, Council, and the Soccer Association. They have also been discussing the location and quantities of Soccer Fields.

Clinton Bailey, City Manager, reviewed the Finance Options and their timeframes. He also reminded everyone that the City portion of a tax bill is 13.1%. He reviewed the 2023 Tax Rate Scenarios and the Tax Rate Recap for 2023 Tax Rates.

Krista Wareham, Finance Director, spoke regarding the current City debt. She also reviewed the estimated cost the Bond Counsel provided regarding City debt. She noted the average home cost is \$463,000, and a \$15 million bond would increase taxes by \$40; for a \$20 million bond, the increase would be \$60. She also noted that the City has debt being paid off this year.

The City Council discussed the following:

- Transportation Projects
 - Cooperation from County
 - Possible TxDOT participation
 - Financial options
 - Impact of Debt on Homeowners
 - Deadline for a May 2024 Special Election to let the voters decide.

The City Council provided directions to bring back projects, benefits, costs, and financing options.

C. Consider, discuss, and provide directions regarding the following items:

- i. Communication/Public Relations Firm**

The City Council discussed the following:

- More active and routine communications to help get information to the public

- City Smart Phone app
- A better way to tell the City's story
- More educational opportunities
- Regular column in paper and radio.
- Not add staff but look at better tools.
- Get volunteers to look at possible ways to help with communications.

ii. Grant Writing Assistance

The City Council discussed the following:

- Getting assistance with writing grants
- Get assistance with Convention and Visitor Bureau and possibly split expenses utilizing HOT funds

iii. Employee Housing Incentive Program

Councilmember Briley provided the attached PowerPoint presentation regarding Police Retention Initiative and First Responder Housing. He provided two steps and justification.

Brian Vorauer, Police Chief, reviewed the Police Department Staff Survey and the reasons for departures. He also stated that getting Officers and retaining officers is a nationwide issue. He reviewed the different programs other Police Departments utilize to help find and keep good employees.

The City Council discussed the following:

- Step 1: Retention Recommendations
- Cost sharing with Gillespie County for Fire/EMS
- Employee history
- Housing prices (doubled since 2015)

iv. Turner Hall Property

The City Council discussed the following:

- Finishing Turner Hall and making it a Community Hub
- Creating a recreation center
- New City Hall
- Clean up of the property

v. Fort Martin Scott

Councilmember Kirchner spoke regarding the letters sent to the Texas Historical Commission. She also spoke regarding the Historical Commission's process.

The City Council discussed the following:

- Contracting out the facility
- Protecting the facility that our predecessors have left us
- Look into HOT funds used for support that Mr. Hammersen spoke about
- The maintenance cost that the Tourism line item pays for

vi. Marktplatz Event Fees

Clinton Bailey, City Manager, stated the City needs help recovering their expenses and event costs. He provided different options for recovery.

Andrea Schmidt, Director of Parks and Recreation, reviewed the following:

- Operation expenses from Tourism
- Donations that significant events have given towards the maintenance of Market Square
- The different rental fees
- Oktoberfest rental fee of \$2,400 for two weeks

The City Council discussed the following:

- Adjust the rental rates to match the market value
- Provide a tier rental rate structure

vii. Fredericksburg Food and Wine Fest

Krista Wareham, Finance Director, has received several items regarding the Fredericksburg Food and Wine Fest but still has not received a list of responsibilities or a management contract.

Tim Dooley, City resident, provided the history of the Fredericksburg Food and Wine Fest. He noted that the Festival was created to help maintain Market Square before the wineries were here. He stated times have changed, and now there is a Festival every weekend down Hwy 290. He noted that having the event downtown does bring additional Sales Tax to downtown.

The City Council discussed the following:

- Need some drastic changes
- Need to hold the event this year and not next year so the event can be reinvented.
- The drop in the annual profit

viii. City Council Training and Travel

Clinton Bailey, City Manager, stated that the Mayor and City Council are attending more training and traveling more for education sessions, so there is a need to add a line item to the proposed Budget for these expenses. He noted he would like to see \$4,000 for each Councilmember and \$5,000 for the Mayor as a line item for the FY2024 Budget.

The City Council provided discussions to create a line item and add \$21,000 for the Mayor and City Council training and travel.

D. Announcements of upcoming budget activities:

- i. Joint City Council and County Commissioners Budget Workshop on August 10, 2023, at 9:00 a.m. in the AgriLife Building at 38 Business Court
- ii. File the proposed Budget with the City Secretary on August 14, 2023
- iii. Budget Workshop on all Funds on August 16, 2023, at 1:00 p.m. in the Cardinal Room at Lady Bird Johnson Golf Course
- iv. City Council Workshop for Public Hearing on the proposed FY2024 Budget and No New Revenue Tax Rate on August 21, 2023, at 1:00 p.m. in the Cardinal Room at Lady Bird Johnson Golf Course
- v. City Council Regular Meeting for adoption of the 2023 Tax Rate and FY2024 Budget on September 19, 2023, at 9:00 a.m. at the Law Enforcement Center

3. ADJOURN

With no other business, Mayor Hoover adjourned the August 7, 2023, City Council Work Session Meeting at 3:25 p.m.

Jeryl Hoover
Mayor

Shelley Goodwin, TRMC/CMC
City Secretary



CITY COUNCIL AGENDA MEMO

DEPARTMENT: Parks and Recreation
TO: Mayor & City Council Members
FROM: Jennifer Krupa, Asst. PARD Director/
Special Events
MEETING DATE: August 15, 2023

CATEGORY: CONSENT

CAPTION: Consider the approval of a street closure request to close one southbound traffic lane and the parking lane adjacent to Marktplatz on North Adams from Austin to Main Street beginning Friday, October 20, 2023, at 7:00 a.m. until Sunday, October 22, 2023, by 12:00 p.m. for Bestfest (Jennifer Krupa, Assistant Director of Parks and Recreation/Special Event Coordinator)

PRESENTATION:

SUMMARY:

Bestfest is an annual event sponsored by the Knights of Columbus and is held each October at Marktplatz. This year's event will take place on Saturday, October 21, 2023. Event organizers have requested the closure of one southbound traffic lane and the parking lane of N. Adams Street, adjacent to Marktplatz from Austin to Main Street, beginning Friday, October 20, 2023, at 7:00 a.m. and ending no later than 12:00 p.m. (noon), on Sunday, October 12, 2023.

BACKGROUND:

This street closure request is identical to the 2022 request. The police department and streets division have approved this request internally and the closure will not impact the parking directly in front of the merchants on Adams Street (east parking lanes).

Code of Ordinances, Section 44-24. - Authority of chief of police to enforce traffic regulations.

(a)The chief of police is hereby empowered to take all actions as may be necessary or advisable to enforce traffic regulations to make effective the provisions of this chapter and other traffic laws or ordinances and to make and enforce temporary or experimental regulations to cover emergencies or special events or conditions. No such temporary or experimental regulation shall remain in effect for more than 90 days, nor shall it be effective until approved by the City Manager.

(b)The chief of police is hereby empowered, in addition to the traffic engineer, to close streets for emergencies, special events or other conditions. Street closures which are expected to be for periods in excess of two hours, except for emergencies, shall require approval by the City Council.

FUNDING SOURCE: General Fund

FINANCIAL IMPACT:

N/A

STAFF RECOMMENDATION:

Recommend City Council consider a motion to approve the request to close one southbound traffic lane and the parking lane adjacent to Marktplatz on North Adams from Austin to Main Street beginning Friday, October 20, 2023, at 7:00 a.m. until Sunday, October 22, 2023, by 12:00 p.m. for Bestfest.

COMMUNITY VISIONING/STRATEGIC INITIATIVES:

Quality of Life Vision

ATTACHMENTS:

1. Bestfest Street Closure 2023

APPROVAL/REVIEW:

Andrea Schmidt

Andrea Schmidt, Parks and Recreation Director

Date: August 08, 2023

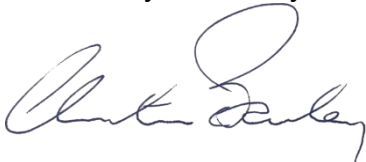
William McKamie, City Attorney

Date: August 08, 2023



Shelley Goodwin, City Secretary

Date: August 09, 2023



Clinton Bailey, City Manager

Date: August 10, 2023

SPECIAL EVENTS STREET CLOSURE REQUEST



Street closure requests must be made two (2) months in advance to City Council for any closure two (2) hours or more. Please consider this timeline when submitting your request. Please also attach the notification letter you will send to abutting property owners (if applicable) with this request to the Special Events Coordinator.

Event Name:	<u>Bestfest</u>
Event Date(s):	<u>Saturday, October 21, 2023</u>
Contact Name:	<u>John Eilers and Matt Seidenberger</u>
Contact Phone:	<u>(830) 456-6279, 992-9329</u>

Closure Area:

☐ Entire Street
 ☒ Parking Lane Only
 ☒ Partial Street
 ☐ Blocking City owned property

Side of street: West (N,S,E,W)
 Side of street: SB Lane
 Location: _____

Additional details (attach additional pages as needed for more streets and describe details of use below):

Requesting to close the parking lane and one SB lane adjacent to Marktplatz on Adams Street; this closure will not block the parking spaces directly in front of the merchants on the east side of Adams. The Knights will remove the equipment on Sunday.

Street Closure Details:

Street Name	Between (cross street)	And (cross street)	Start Date	Start Time	End Date	End Time
Example:	Crockett Street	Adams Street	Friday, 4/2/21	6:00 PM	Sunday, 4/4/21	12:00 PM
Adams Street	Main Street	Austin Street	Friday, 10/20/23	7:00 a.m.	Sunday, 10/22/23	By noon

If the event will impact surrounding property owners, a notification letter is required to be sent to property owners at least two weeks prior to the event date. Attach a copy of the notification letter and a list of addresses the letter will be sent to.

Date notice provided: N/A

Printed Name: John Eilers/Matt Seidenberger

Date: 7-25-23

Signature: _____

Date: 7/25/2023

Street Department: _____

Date: _____

Police Department: _____

Date: _____

Parks Department: _____

Date: _____



CITY COUNCIL AGENDA MEMO

DEPARTMENT: Public Works and Utilities

TO: Mayor & City Council Members

FROM:

MEETING DATE: August 15, 2023

CATEGORY: CONSENT

CAPTION: Consider the approval of a Partial Release of Easement of a tract from the blanket access easement for an existing drainage and utility easement for Viola Hohmann (Evan Williamson, Assistant City Engineer)

PRESENTATION:

SUMMARY:

Approval of this item will release a portion of a tract from the blanket access easement for an existing drainage and utility easement. Staff recommends approval.

BACKGROUND:

Viola Thiele Hohmann has requested the partial release of a blanket access easement to existing drainage and utility easements. When the drainage and utility easements were dedicated, the property was all one tract. The tract has since been surveyed into two tracts. One is 9.1 acres and the other is 10.07 acres. The easements are located on the 9.1 acre tract. The requested partial release of easement would remove the 10.07 acres from the blanket access that was originally dedicated over the whole single tract. The existing easements would remain as they were dedicated on the 9.1 acre tract and the access to those easements would only apply to that tract. Staff recommends approval of this request.

FUNDING SOURCE: NA

FINANCIAL IMPACT:

NA

STAFF RECOMMENDATION:

Staff recommends approval of this request.

COMMUNITY VISIONING/STRATEGIC INITIATIVES:

Business Visioning
Government Vision
Family Life Vision
Quality of Life Vision

ATTACHMENTS:

1. Easement Release Request Letter 6-25-2023
2. Partial Release of Easement - City- Viola Hohmann - utility easement - cns
3. Partial Release of Easement - City- Viola Hohmann - drainage easement - cns
4. 9.10 Acre tract survey
5. 10.07 Acre tract survey

APPROVAL/REVIEW:

Kris Kneese, Director of Public Works, Utilities, and Engineer

Date: August 09, 2023

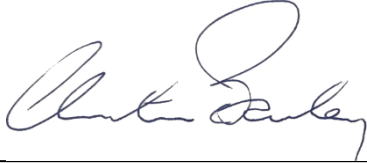
William McKamie, City Attorney

Date: August 09, 2023



Shelley Goodwin, City Secretary

Date: August 09, 2023



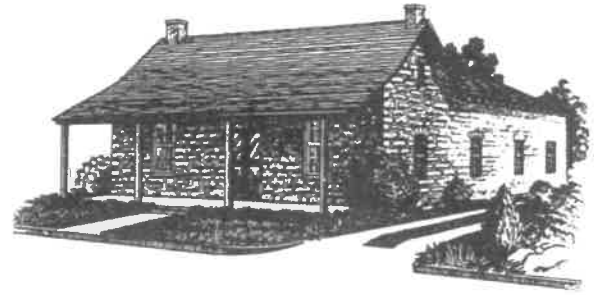
Clinton Bailey, City Manager

Date: August 10, 2023

THE LAW OFFICES OF
BRYLA & SCHOESSOW, P.C.
105 W. SAN ANTONIO STREET
FREDERICKSBURG, TEXAS 78624
830-997-4377 OR 997-2145
FAX 830-997-2172

CARROLL J. BRYLA
CRISTOL N. SCHOESSOW
CARL E. SCHOESSOW
CHRIS C. SCHOESSOW *
GAYLE D. SCHOESSOW

*BOARD CERTIFIED - ESTATE PLANNING AND PROBATE LAW
TEXAS BOARD OF LEGAL SPECIALIZATION



June 25, 2023

Mr. Evan Williamson, P.E., C.F.M.
City of Fredericksburg
City Hall
Fredericksburg, Texas 78624

Re: Property owned by Viola Thiele Hohmann located at 573 Pyka Road,
Fredericksburg, Texas

Dear Mr. Williamson:

I am writing to you on behalf of my client, Viola Thiele Hohmann, who is the owner of 19.17 acres located at 573 Pyka Road. I understand that you are aware of the property as it has been the subject of a drainage easement that was signed by my client last year.

Mrs. Hohmann has recently had the property surveyed into two separate tracts. One tract is 9.10 acres and the other tract is 10.07 acres. The City has a water and sewer easement dated April 14, 2000 and a drainage easement dated August 3, 2022. Although the easements each have an exhibit that denotes that the location of the easements is on the 9.10 acres, the language of the easement grants the City an access easement over the adjacent lands owned by Mrs. Hohmann to and from the easements. I am attaching a copy of the two plats and field notes and the two easements referenced above.

The purpose of this letter is to inquire whether the City would release the 10.07 acre tract from the two easements. I would like to speak with you about that possibility after you have had an opportunity to review the documents attached to this letter.

I am copying Garrett Bonn with this letter and would ask that one of you please advise me if I need to be communicating with someone else at the City regarding this request. I certainly appreciate your consideration and look forward to discussing this request with you at your earliest possible convenience.

Very truly,

Cristol Schoessow

Cristol Schoessow

Attachments

cc: Mr. Garrett Bonn

PARTIAL RELEASE OF EASEMENT

DATE: _____, 2023

OWNER OF EASEMENT: CITY OF FREDERICKSBURG, TEXAS

OWNER'S MAILING ADDRESS (including county): 126 West Main Street, Fredericksburg, Gillespie County, Texas 78624

EASEMENT IS DESCRIBED IN THE FOLLOWING DOCUMENT:

Utility Easement dated April 14, 2000, executed by Viola Thiele Hohmann to City of Fredericksburg, Texas, found of record in Volume 393, Page 526 of the Official Public Records of Gillespie County, Texas.

PROPERTY RELEASED FROM EASEMENT:

Being a 10.07 acre tract of land out of Outlot No. 143 (± 0.78 ac.) and Outlot No. 144 (± 9.29 ac.) as said Outlots are shown on the Map of Fredericksburg, Texas and Environs by the German Emigration Company in Gillespie County, Texas; being part of a Quitclaim Deed to Viola Thiele Hohmann as recorded in Volume 147, Page 800, Deed Records, Gillespie County, Texas; said 10.07 acre tract of land being more particularly described by metes and bounds on **Exhibit "A"** attached hereto and made a part hereof for all pertinent purposes.

Owner of the above-described Easement hereby releases the Property from the Easement described above. Only the Easement and Property described in this Partial Release are released; this Partial Release shall not release, affect, or impair the remainder of the property described in the Easement.

When the context requires, singular nouns and pronouns include the plural.

OWNER OF EASEMENT

CITY OF FREDERICKSBURG, TEXAS

By: _____
Printed
Name: _____
Title: _____

THE STATE OF TEXAS §

COUNTY OF GILLESPIE §

 This instrument was acknowledged before me on this _____ day of _____,
2023, by _____, _____ of the
CITY OF FREDERICKSBURG, TEXAS, on behalf of said municipality.

Notary Public, State of Texas

PARTIAL RELEASE OF EASEMENT

DATE: _____, 2023

OWNER OF EASEMENT: CITY OF FREDERICKSBURG, TEXAS

OWNER'S MAILING ADDRESS (including county): 126 West Main Street, Fredericksburg, Gillespie County, Texas 78624

EASEMENT IS DESCRIBED IN THE FOLLOWING DOCUMENT:

Drainage Easement dated August 3, 2022, executed by Viola H. Hohmann to City of Fredericksburg, Texas, found of record under Clerk's File No. 20226056 of the Official Public Records of Gillespie County, Texas.

PROPERTY RELEASED FROM EASEMENT:

Being a 10.07 acre tract of land out of Outlot No. 143 (± 0.78 ac.) and Outlot No. 144 (± 9.29 ac.) as said Outlots are shown on the Map of Fredericksburg, Texas and Environs by the German Emigration Company in Gillespie County, Texas; being part of a Quitclaim Deed to Viola Thiele Hohmann as recorded in Volume 147, Page 800, Deed Records, Gillespie County, Texas; said 10.07 acre tract of land being more particularly described by metes and bounds on **Exhibit "A"** attached hereto and made a part hereof for all pertinent purposes.

Owner of the above-described Easement hereby releases the Property from the Easement described above. Only the Easement and Property described in this Partial Release are released; this Partial Release shall not release, affect, or impair the remainder of the property described in the Easement.

When the context requires, singular nouns and pronouns include the plural.

OWNER OF EASEMENT

CITY OF FREDERICKSBURG, TEXAS

By: _____
Printed
Name: _____
Title: _____

THE STATE OF TEXAS §

COUNTY OF GILLESPIE §

 This instrument was acknowledged before me on this _____ day of _____,
2023, by _____, _____ of the
CITY OF FREDERICKSBURG, TEXAS, on behalf of said municipality.

Notary Public, State of Texas

A DESCRIPTION OF A 9.10 ACRE TRACT OF LAND OUT OF OUTLOT NO. 143 (+/-8.3 AC.) AND OUTLOT NO. 144 (+/-0.8 AC.) AS SAID OUTLOTS ARE SHOWN ON THE MAP OF FREDERICKSBURG, TEXAS AND ENVIRONS BY THE GERMAN EMIGRATION COMPANY IN GILLESPIE COUNTY, TEXAS; BEING PART OF A QUITCLAIM DEED TO VIOLA THIELE HOHMANN AS RECORDED IN VOLUME 147, PAGE 800, DEED RECORDS, GILLESPIE COUNTY, TEXAS; SAID 9.10 ACRE TRACT OF LAND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING at a 10" pine fence post found at the southeast corner of the said Outlot No. 143, being in the west line of a 6.571 acre tract described in Document 20201891, Official Public Records, Gillespie County, Texas, being the northeast corner of a 7.700 acre tract described in Document 20133409, Official Public Records, Gillespie County, Texas, for the southeast corner hereof;

THENCE with the south line of the said Outlots No. 143 & 144 S 89°38'52" W, at a distance of 662.26 feet pass an axle found, being at the northwest corner of the said 7.700 acre tract, being the northeast corner of Lot 1, Block A, Texas First Rental-Fredericksburg as recorded in Volume 6, Page 167, Plat Records, Gillespie County, Texas and continue for a total distance of 687.06 feet to a ½" iron rod set (with orange plastic cap stamped RPLS 5646), for the southwest corner hereof;

THENCE over and across the said Outlots No. 144 & 143 N 00°48'35" W, a distance of 300.67 feet to a ½" iron rod set, N 89°46'06" E, a distance of 165.68 feet to a ½" iron rod set and N 04°53'56" E, a distance of 470.51 feet to a ½" iron rod set in the north line of the said Outlot No. 143, being in the south Right of Way line of Pyka Road, for the northwest corner hereof;

THENCE with the north line of the said Outlot No. 143 and the south R.O.W. line of the said Pyka Road N 89°52'43" E, a distance of 326.18 feet to a ½" iron rod set, being the northwest corner of a 0.97 of an acre tract described in Volume 147, Page 802, Deed Records, Gillespie County, Texas, for the most northerly northeast corner hereof;

THENCE S 00°33'35" E, a distance of 283.05 feet to a ½" iron rod found, being the southwest corner of the said 0.97 of an acre tract, for a reentrant corner hereof;

THENCE S 86°42'12" E, a distance of 149.75 feet to a ½" iron rod set, being the southeast corner of the said 0.97 of an acre tract, being in the west line of Tract 1, Ottmers Subd. as recorded in Volume 2, Page 5, Plat Records, Gillespie County, Texas, for the most southerly northeast corner hereof;

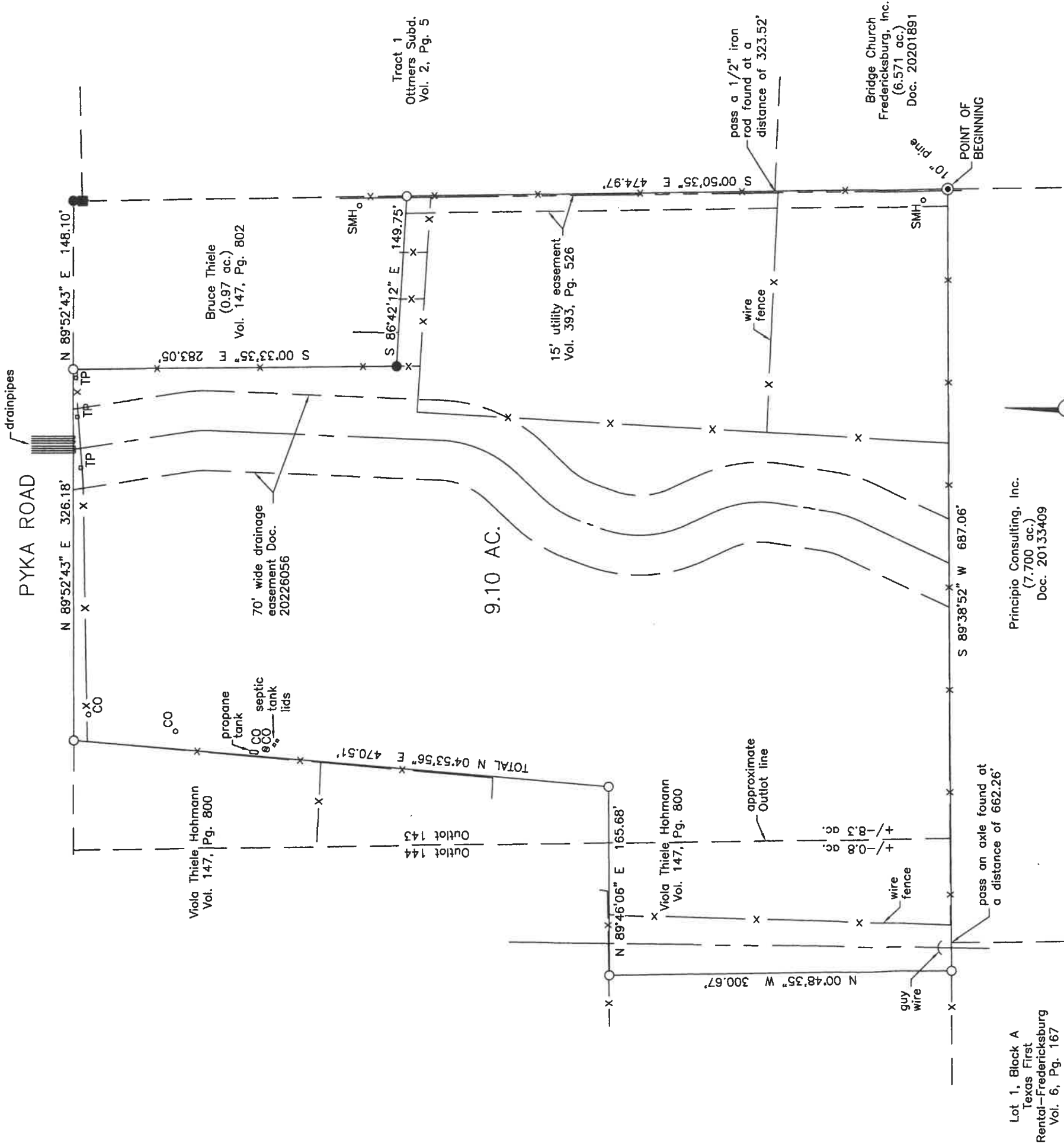
THENCE S 00°50'35" E, pass a ½" iron rod found at a distance of 323.52 feet, being the southwest corner of the said Tract 1, being the northwest corner of the said 6.571 acre tract and continue for a total distance of 474.97 feet to the **POINT OF BEGINNING**, containing 9.10 acres of land, more or less.

The bearings shown hereon are based on local GPS observations for directional control.

Don M. Kuhlmann
Don M. Kuhlmann
Registered Professional Land Surveyor
No. 5646 – State of Texas



Kuhlmann Surveying
Fredericksburg, Texas 78624
(830) 997-2512
Firm #10177300



The 9.10 acre tract shown hereon is subject to any and all easements, setbacks, restrictions and potential Right-of-Way takes that may affect it. The following Title Commitment information was created for an 11.14 acre tract and not specifically for this 9.10 acre tract. The easements shown below are listed on Fredericksburg Titles, Inc. Commitment for Title Insurance G. F. #20222828, issued December, 2022:

1. Easement and R.O.W. to The Southwestern States Tele. Co. as recorded in Vol. 89, Pg. 536, Deed Records, Gillespie County, Texas.
2. R.O.W. Easement to CTEC, Inc. as recorded in Vol. 272, Pg. 336, Real Property Records, Gillespie County, Texas.
3. Utility Easement to The City of Fredericksburg as recorded in Vol. 393, Pg. 526, Real Property Records, Gillespie County, Texas.
4. Drainage Easement to The City of Fredericksburg as recorded in Doc. 20226056, Official Public Records, Gillespie County, Texas.

The bearings shown hereon are based on local GPS observations for directional control.
Adjoiners are shown for informational purposes only.
The base bearing for this 9.10 acre tract is the west line of a 10.07 acre tract created this same date.
A metes and bounds description accompanies this map.

- 1" = 100'
() record info.
mon. fnd. (1/2" iron in conc.)
1/2" iron rod found
fence post found (as labelled)
1/2" iron rod set
TP tele. pedestal
CO cleanout
EM elec. meter
WW water well
SMH sewer manhole

The undersigned does hereby certify that a survey was made on the ground of the property shown hereon, that it is correct to the best of my knowledge, that all visible improvements have been shown and that there are no obvious encroachments or overlapping of improvements on the boundary, except as shown hereon.



Don M. Kuhlmann
Don M. Kuhlmann
Registered Professional Land
Surveyor No. 5646
State of Texas

11/18/22

MAP SHOWING PART OF OUTLOT NO. 143 AND PART OF OUTLOT NO. 144, AS SAID OUTLOTS ARE SHOWN ON THE MAP OF FREDERICKSBURG, TEXAS AND ENVIRONS BY THE GERMAN EMIGRATION COMPANY IN GILLESPIE COUNTY, TEXAS

ADDRESS: Pyka Road
RE: Thiele
JOB NAME: 22-34A

10.07 ACRE TRACT

NOVEMBER 18, 2022

JOB NAME: 22-34

A DESCRIPTION OF A 10.07 ACRE TRACT OF LAND OUT OF OUTLOT NO. 143 (+/-0.78 AC.) AND OUTLOT NO. 144 (+/-9.29 AC.) AS SAID OUTLOTS ARE SHOWN ON THE MAP OF FREDERICKSBURG, TEXAS AND ENVIRONS BY THE GERMAN EMIGRATION COMPANY IN GILLESPIE COUNTY, TEXAS; BEING PART OF A QUITCLAIM DEED TO VIOLA THIELE HOHMANN AS RECORDED IN VOLUME 147, PAGE 800. DEED RECORDS, GILLESPIE COUNTY, TEXAS; SAID 10.07 ACRE TRACT OF LAND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING at a monument found (1/2" iron rod in concrete) at the southwest corner of the said Outlot No. 144, being the southeast corner of Tract 3R, Resub. of Tract Number 2 of Kerr Road Commercial - Phase II as recorded in Volume 1, Page 169, Plat Records, Gillespie County, Texas, being in the north line of a 3.05 acre tract described in Document 20095762, Official Public Records, Gillespie County, Texas, for the southwest corner hereof;

THENCE N 00°48'35" W (BASE BEARING), at a distance of 761.89 feet pass a monument found (1/2" iron rod in concrete), being the northeast corner of the said Tract 3R, being in the south Right of Way line of Pyka Road, and continue for a total distance of 771.56 feet to a mag nail set in the concrete base of a pine fence post at the northwest corner of the said Outlot No. 144, being in the south R.O.W. line of Pyka Road, for the northwest corner hereof;

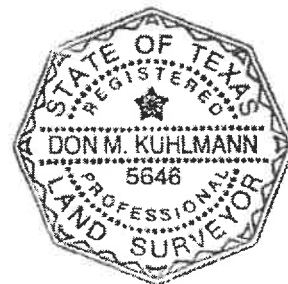
THENCE N 89°52'43" E with the north line of the said Outlots No. 144 & 143 and the south R.O.W. line of the said Pyka Road, a distance of 666.68 feet to a 1/2" iron rod set (with orange plastic cap stamped RPLS 5646), for the northeast corner hereof;

THENCE over and across the said Outlots No. 143 & 144 S 04°53'56" W, a distance of 470.51 feet to a 1/2" iron rod set, S 89°46'06" W, a distance of 165.68 feet to a 1/2" iron rod set and S 00°48'35" E, a distance of 300.67 feet to a 1/2" iron rod set in the south line of the said Outlot No. 144, being in the north line of Lot 1, Block A, Texas First Rental-Fredericksburg as recorded in Volume 6, Page 167, Plat Records, Gillespie County, Texas, for the southeast corner hereof;

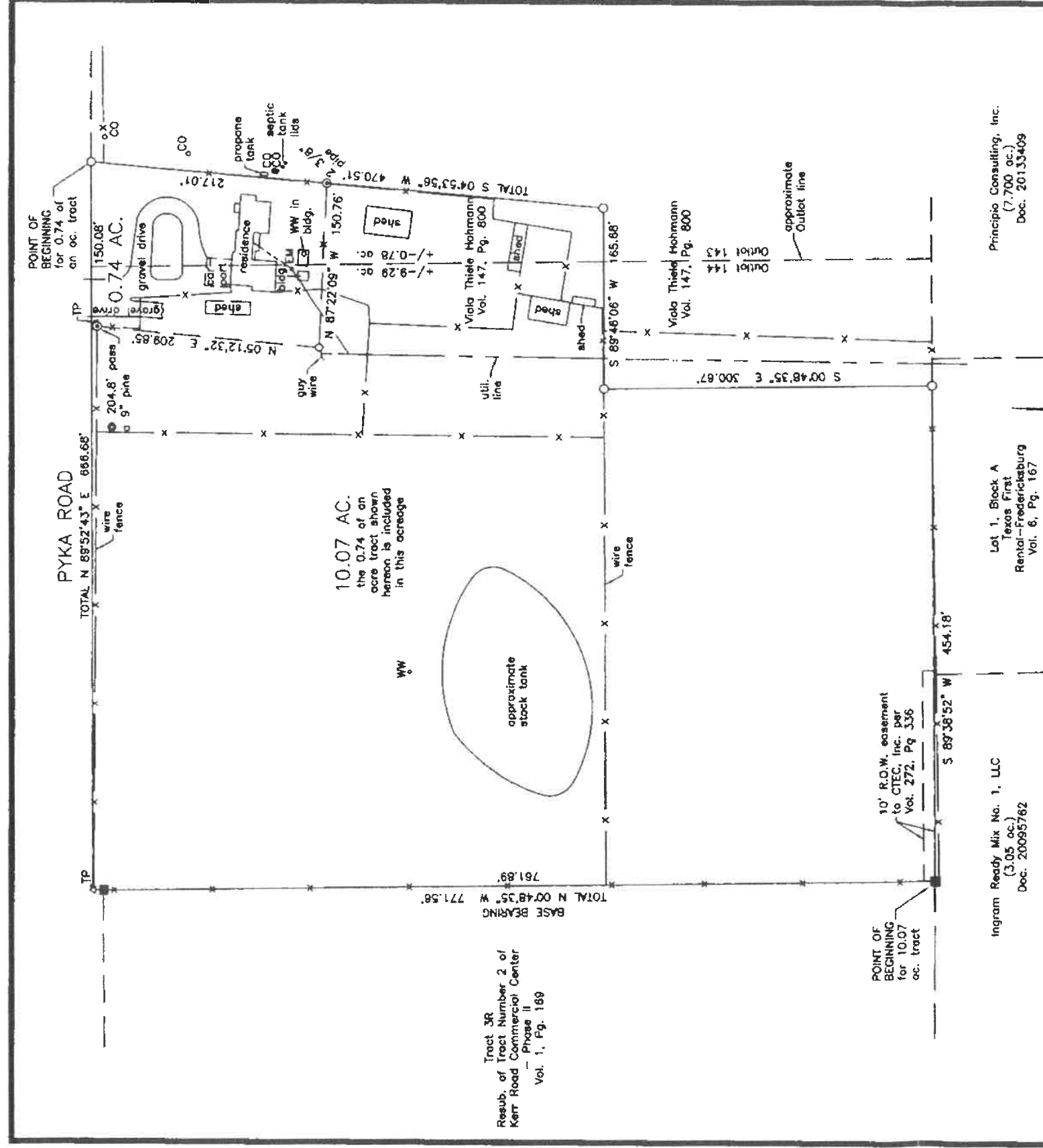
THENCE S 89°38'52" W, a distance of 454.18 feet to the POINT OF BEGINNING, containing 10.07 acres of land, more or less.

The bearings shown hereon are based on local GPS observations for directional control.

Don M. Kuhlmann
Don M. Kuhlmann
Registered Professional Land Surveyor
No. 5646 - State of Texas



Kuhlmann Surveying
Fredericksburg, Texas 78624
(830) 997-2512
Firm #10177300



- The 10.07 acre tract shown hereon is subject to any and all easements, setbacks, restrictions and potential Right-of-Way takes that may affect it. The easements shown below are listed on Fredericksburg Tides, Inc. Commitment for Title Insurance G. F. #2023213, issued May 23, 2023:
1. Easement and R.O.W. to The Southwestern States Tele. Co. as recorded in Vol. 89, Pg. 536, Deed Records, Gillespie County, Texas.
 2. R.O.W. Easement to CTEC, Inc. as recorded in Vol. 272, Pg. 336, Real Property Records, Gillespie County, Texas.
 3. Utility Easement to The City of Fredericksburg as recorded in Vol. 393, Pg. 526, Real Property Records, Gillespie County, Texas.
 4. Drainage Easement to The City of Fredericksburg as recorded in Doc. 20226056, Official Public Records, Gillespie County, Texas.

The bearings shown hereon are based on local GPS observations for directional control.

Adjainers are shown for informational purposes only.

2 metes and bounds descriptions accompany this map.

- 1" = 100'
- () record info.
 - mon. ind. (1/2" iron in conc.)
 - 1/2" iron rod found
 - iron post found (as labelled)
 - 1/2" iron rod set
 - mag nail set in conc.
 - TP hole, pedestal
 - CO cleantout
 - EW elec. meter
 - WW water set

To: Texas Capital Bank, as administrative agent and PCS Properties, LLC

The undersigned does hereby certify that a survey was made on the ground of the property shown hereon, that it is correct to the best of my knowledge, that all visible improvements have been shown and that there are no obvious encroachments or overlapping of improvements on the boundary, except as shown hereon.



Don M. Kuhlmann

Don M. Kuhlmann
Registered Professional Land
Surveyor No. 5848
State of Texas

new title commitment
information added 5/23/23

original date 11/18/22

MAP SHOWING PART OF OUTLOT
NO. 143 AND PART OF OUTLOT
NO. 144, AS SAID OUTLOTS ARE
SHOWN ON THE MAP OF
FREDERICKSBURG, TEXAS AND
ENVIRONS BY THE GERMAN
EMIGRATION COMPANY IN
GILLESPIE COUNTY, TEXAS

ADDRESS: 573 Pyka Road
RE: 2023213/PCS Properties, LLC
JOB NAME: 22-34

KUHLMANN SURVEYING Fredericksburg Texas 78624 (Ph.) 830-987-2512 Firm #10177300



CITY COUNCIL AGENDA MEMO

DEPARTMENT: Development Services

TO: Mayor & City Council Members

FROM: Anna Hudson, Director of Development Services

MEETING DATE: August 15, 2023

CATEGORY: ORDINANCES, RESOLUTIONS
AND PUBLIC HEARINGS

CAPTION: Consider a request by Jesse Durden, Kept Property Group, LLC., for a Conditional Use Permit (CUP) per Sec. 3.110 to allow for a Condominium Use for property located 1 lot east of 591 Friendship Lane as defined in the German Emigration Company Lot 24 (#Z-2311) (Anna Hudson, Director of Development Services):

- i. Presentation by applicant
 - ii. Staff Report
 - iii. Hold a Public Hearing to receive comments for or against the request
 - iv. Take action on the Conditional Use Permit request by Jesse Durden
-

PRESENTATION:

SUMMARY:

A Conditional Use Permit (CUP) application has been submitted to allow Condominium Use for property located 1 lot East of 591 Friendship Lane. The property is defined as German Emigration Company Lot 24.

The Commission made a recommendation against the previous request at the June 6, 2023, Planning and Zoning Meeting and citing the need to plat, parking, the overall plan for the development and the unknown plans for lot 1.

The applicant has submitted a new request that moves the requested development of 22 single-story buildings to be used as condominiums to lot 1 and has added more parking located in the common areas of the development and is now taking access off of South Creek Street. In addition, the applicant has submitted a Plat application (P-2316) creating lots 1 & 2 of Durden Subdivision.

The Condominium use does not allow for Short-Term Rentals.

The project is not proposing sidewalks within the development but is providing centrally located green space that includes dark-sky compliant lighting and additional parking.

BACKGROUND:

This application was reviewed for its conformity with relevant City Ordinances including Sec. 7.131, review and evaluation criteria for Site Plans and Sec. 5.401, review and evaluation criteria for a

Conditional Use Permit.

Site Area: 141,482 Square Feet (3.248 acres)

Zoning: R2, Mixed Residential Sec. 3.110

Building Coverage: 22% (30,573 sq ft) (55% Maximum) More information is needed regarding the square footage of the buildings Sec. 3.110

Impervious Coverage: 60% (82,560 sq ft) (65% Maximum) Sec. 3.110

Heights: 1 Story - Max Building Height 28 Feet Sec. 3.110

Parking: 56 spaces (1 space per bedroom plus 1 space per unit for guest parking. There are 13 1-bedroom units and 9 2-bedroom units which require 31 spaces plus 22 guest spaces for a total of 53 spaces required with 62 provided.) The primary parking has been located behind the individual units. Sec. 7.863

Utilities: Utilities are available to serve this property and extension of existing infrastructure will be extended, at the developer's expense, to serve the property.

Detention: Stormwater detention plans & studies shall be reviewed as part of the Civil Construction Plans.

Landscape: One (1) tree per 75 LF required. Off-street parking shall have ten (10) sq ft of interior landscaping for each parking space. A strip of land at least five (5) in depth located between the abutting right-of-way and the offstreet parking areas or other vehicular use area which is exposed to an abutting right-of-way shall be landscaped and include one (1) tree for each fifty (50) lineal feet. In addition, a hedge, wall, or other durable landscape barrier, of at least two (2) feet in height shall be placed along the perimeter. Sec. 7.920

Parkland Dedication: A fee in the amount of \$500 per unit shall be required prior to issuance of a Building Permit for a total of \$11,000 (\$500 per 22 units) . Sec. 6.15

Public Hearing Notice: As of July 28, 2023, 2 letters of protest and 1 letter of support were received in regards to the project.

FUNDING SOURCE:

FINANCIAL IMPACT:

STAFF RECOMMENDATION:

Planning & Zoning recommended approval on August 2, 2023, with the condition of sidewalks being added to Friendship Lane, addition of screened trash receptacles with City Sanitation Department approval and an approved Final Plat, approved Condominium Plat, approved Addressing Plan, approved Landscape and Screening Plan
Approved Civil Construction Plan.

Sec. 5.401, Review and evaluation criteria for Conditional Use Permits (CUP) contains 13 items that must be considered when reviewing a CUP. Of these 13 items, Staff has found that the applicant has met or responded to all the requirements including adequacy and convenience of off-street parking, determination that the proposed use will not be detrimental to public safety or materially injurious to properties in the vicinity, and determination that the proposed use and site development will be compatible with existing uses in the vicinity.

Condominium uses align with the City's need for more diverse housing stock and offer a lower entry point for homeownership than single-family houses. STR-Condo requires a CUP and is not part of this request. The Comprehensive Plan calls for medium density development along portions of Friendship Lane. As such, staff supports the use and recommends approval of the Conditional Use Permit with the conditions recommended by P&Z.

COMMUNITY VISIONING/STRATEGIC INITIATIVES:

ATTACHMENTS:

1. Z-2311 Revised Site Plan
2. Z-2311 Public Hearing Map
3. P-2316 Plat
4. Z-2311 CUP Narrative
5. Z-2311 Response to Comments
6. Alora Mae Landscape Concepts
7. the-alora-mae-2023-7-24-18-31-20
8. 1-1.5 ELEVATION OPTION 2
9. Sec. 5.460. - CUP Review and Evaluation Criteria.
10. Z-2311 Affected Property Owners
11. Price Protest
12. Walker Protest
13. Crenwelge Approval

APPROVAL/REVIEW:



Anna Hudson, Director of Development Services

Date: August 09, 2023



Garret Bonn, Assistant City Manager

Date: August 09, 2023

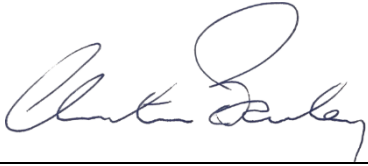
William McKamie, City Attorney

Date: August 09, 2023



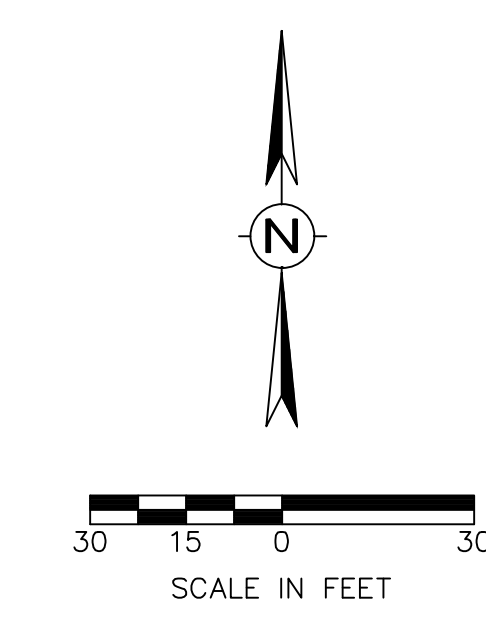
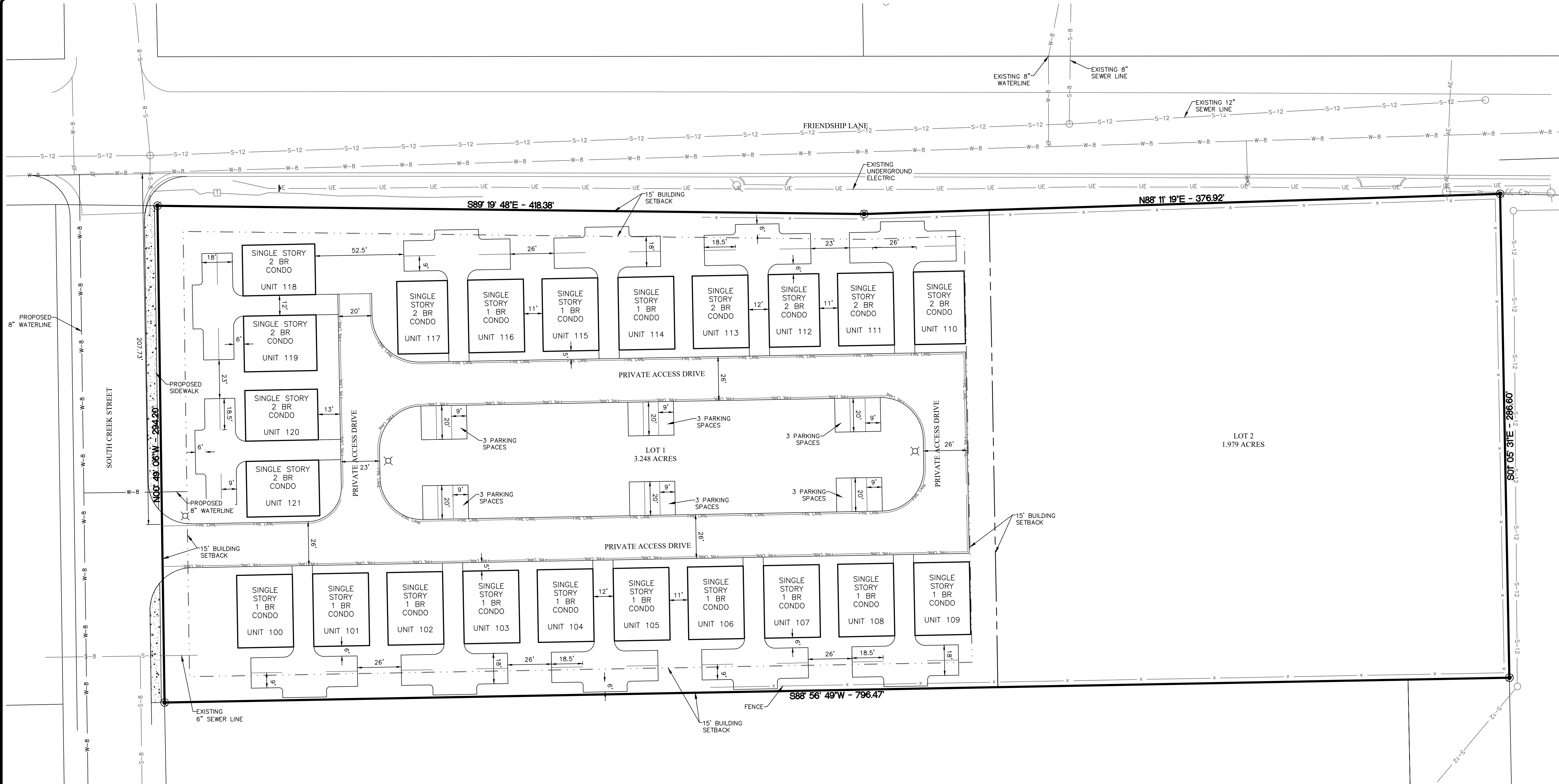
Shelley Goodwin, City Secretary

Date: August 09, 2023



Clinton Bailey, City Manager

Date: August 10, 2023



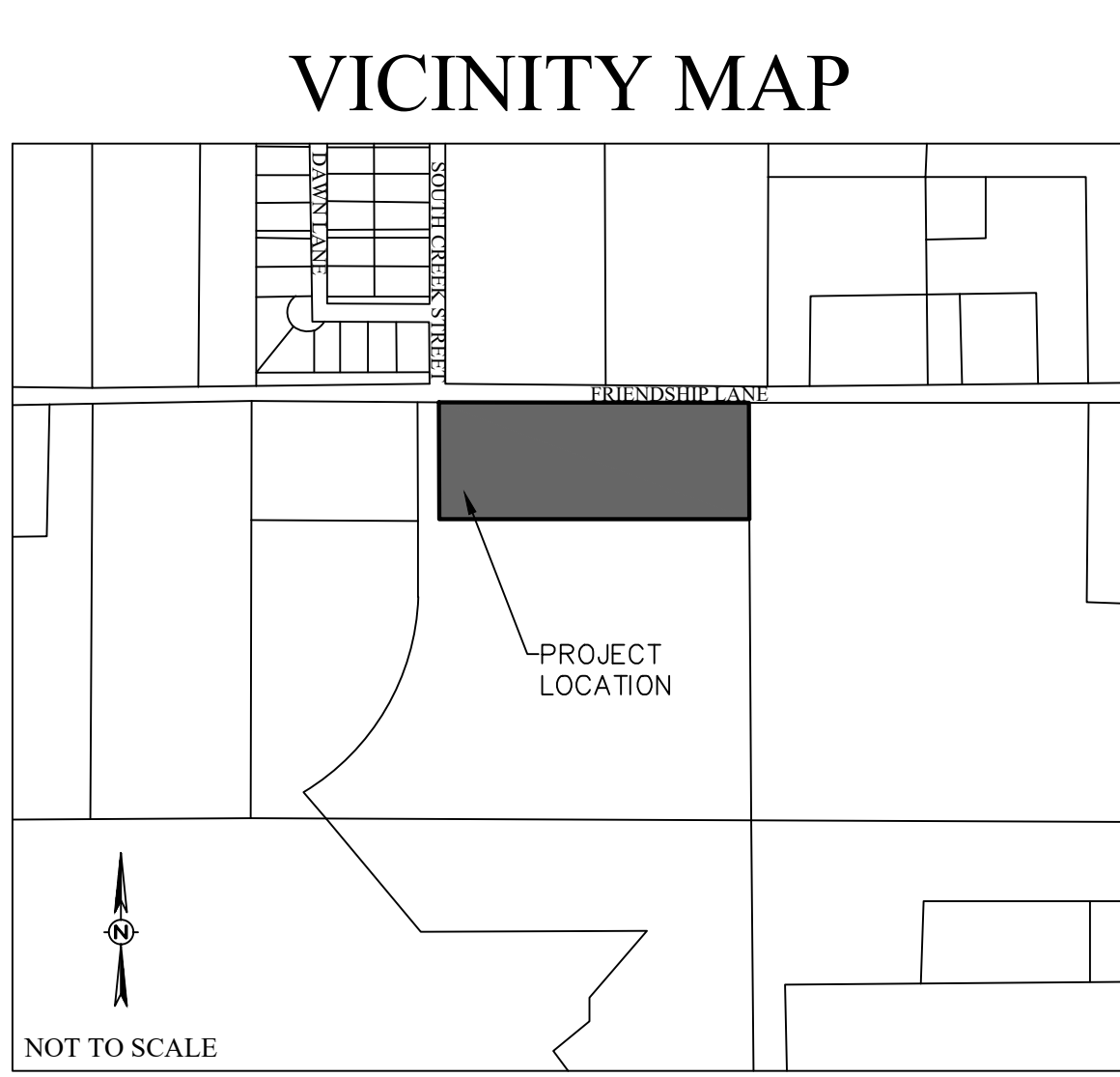
- SITE SPECIFIC NOTES:**
1. THE SUBJECT TRACT IS ZONED R-2, MIXED RESIDENTIAL. THE FUTURE LAND USE MAP DESIGNATION IS MDR, MEDIUM DENSITY RESIDENTIAL. WE SHALL COMPLY WITH THE CURRENT R-2 ZONING DESIGNATION AND CITY OF FREDERICKSBURG DEVELOPMENT REGULATIONS. AS REQUIRED BY THE DEVELOPMENT ORDINANCE, WE REQUEST APPROVAL OF A CONDITIONAL USE PERMIT TO ALLOW FOR RESIDENTIAL CONDOMINIUM DEVELOPMENT ON THE TRACT.
 2. SHORT TERM RENTAL PERMITS FOR THIS PROJECT ARE PROHIBITED.
 3. SOLID WASTE WILL BE PER INDIVIDUAL SOLID WASTE CONTAINERS FOR EACH UNIT. SCREENING WILL BE IN ACCORDANCE WITH CITY OF FREDERICKSBURG SCREENING ORDINANCE.
 4. THE SUBJECT TRACT DOES NOT LIE WITHIN THE 100 YEAR FLOODPLAIN. ACCORDING TO FEMA FLOOD INSURANCE RATE MAPS FOR GILLESPIE COUNTY, TEXAS AND INCORPORATED AREAS. COMMUNITY NO. 4817183, PANEL NO. 0288C, MAP NO. 4817C0288C, EFFECTIVE DATE: OCTOBER 19, 2001.
 5. LANDSCAPING AND SCREENING WILL BE PER CITY OF FREDERICKSBURG ORDINANCE AND SITE DESIGN REQUIREMENTS.
 6. EXTERIOR LIGHTING SHALL COMPLY WITH THE CITY OF FREDERICKSBURG'S REQUIREMENTS FOR DARK SKY/NIGHT SKY COMPLIANT FIXTURES. ARTICLE XV - OUTDOOR LIGHTING. SPECIFIC FIXTURES HAVE NOT BEEN SELECTED AT THIS TIME, BUT WILL FULLY SHIELDED AND EMIT NO LIGHT ABOVE THE HORIZONTAL PLANE. THERE WILL BE NO SAG OR DROP LENSES, SIDE LIGHT PANELS, UP LIGHT PANELS, ETC.
 7. A SIDEWALK IS REQUIRED ALONG SOUTH CREEK STREET AND SHALL BE CONSTRUCTED PER CITY STANDARDS.

FBG CONDOS
FRIENDSHIP LANE AND SOUTH CREEK STREET

REMAINDER OF DALE CRENNWELGE TRACTS
TOTAL AREA = 5.23 ACRES
JOSE E. BARGAS SURVEY NO. 115, A-83
FREDERICKSBURG, GILLESPIE COUNTY, TEXAS

SCALE: 1"=30'
OWNER/DEVELOPER:
DALE CRENNWELGE
P.O. BOX 717
COMFORT, TX 78013

JULY 2023
SURVEYOR:
MDS LAND SURVEYING
COMPANY INC.
874 HARPER ROAD, STE. 104
KERVILLE, TX 78028
(830)-818-1818
ENGINEER:
SCHULTZ ENGINEERING, LLC.
PO BOX 11995
COLLEGE STATION, TX 77842
(979)764-3900



LOT SUMMARY TABLE	
PHASE 1	
LOT AREA	137,113.22 SQ FT ~ 3.148 ACRES
CURRENT ZONING	R2 - MIXED RESIDENTIAL
ZONING REQUIREMENTS	
MINIMUM LOT AREA	5,000 SQ FT
MINIMUM LOT WIDTH	50 FT
MINIMUM FRONT YARD SETBACK	15 FT
MINIMUM STREET SIDE YARD SETBACK	15 FT
MINIMUM SIDE YARD SETBACK INTERIOR	5 FT
MINIMUM REAR YARD SETBACK	10 FT
MAXIMUM BUILDING HEIGHT	2.5 STORIES, 28 FT
MAXIMUM BUILDING COVERAGE	55%
MAXIMUM IMPERVIOUS COVERAGE	65%

PROPOSED LOT COVERAGES	
PROPOSED BUILDING HEIGHT (MAX.)	1 STORY, 24 FT
PROPOSED BUILDING COVERAGE	22%
PROPOSED BUILDING AREA	30,573 SQ FT ~ 0.702 ACRES
PROPOSED IMPERVIOUS COVERAGE	58%
IMPERVIOUS AREA (BUILDING, PARKING AND PAVEMENT)	82560.72 SQ FT ~ 1.895 ACRES
TOTAL PERVIOUS AREA	58,922.16 SQ FT ~ 1.353 ACRES
PROPOSED UNITS	
NUMBER OF 1 BEDROOM UNITS	13
NUMBER OF 2 BEDROOM UNITS	9
TOTAL NUMBER OF UNITS	22
TOTAL NUMBER OF BEDROOMS	31

PARKING ANALYSIS CONDOMINIUM RESIDENTIAL	
REQUIRED PARKING	
13 ~ 1 BEDROOM UNITS	
9 ~ 2 BEDROOM UNITS	
1 SPACE PER BEDROOM PLUS 1 SPACE PER UNIT FOR GUEST PARKING	
53 SPACES REQUIRED	
MINIMUM PARKING DIMENSION 8.5' WIDTH, 18.5' LENGTH TYP.	
PROPOSED PARKING	
44 SPACES BEHIND UNITS	
18 SPACES IN COMMON AREA	
62 SPACES PROVIDED	



MARK	REVISION	BY	DATE

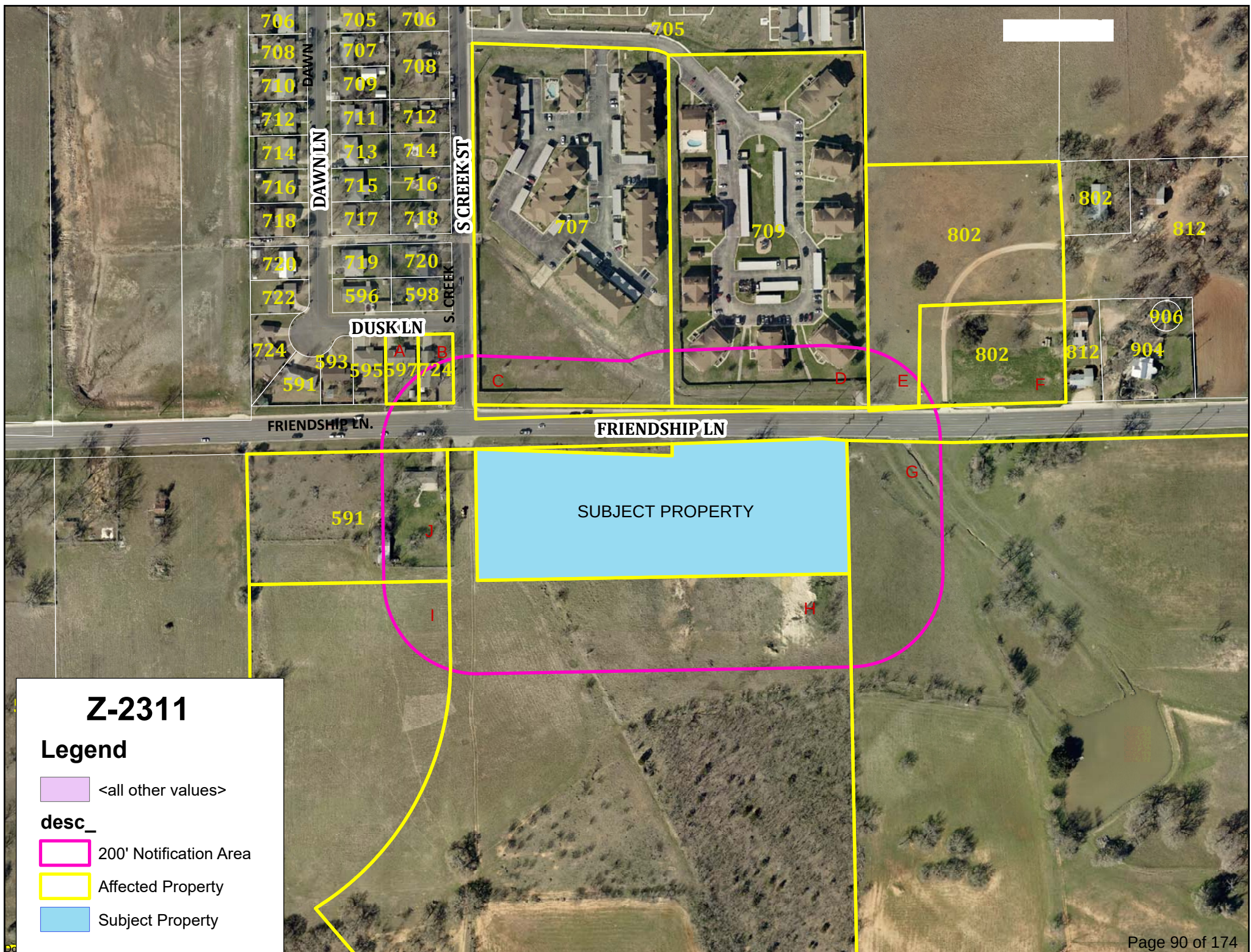
SCHULTZ Engineering, LLC		911 Southwest Pkwy E. College Station, Texas 77840 979.764.3900 TBPE FIRM NO. 12327	THIS DOCUMENT IS RELEASED FOR PRELIMINARY REVIEW ONLY. IT IS NOT TO BE USED FOR BIDDING OR CONSTRUCTION PURPOSES.			
SURVEYED	DESIGNED	DRAWN	APPROVED	JOB NO.	DATE	
MDS	DLD	DLD	JPS	23-103	JULY 2023	

THIS DOCUMENT IS RELEASED FOR PRELIMINARY REVIEW ONLY. IT IS NOT TO BE USED FOR BIDDING OR CONSTRUCTION PURPOSES.

FBG CONDOS
CONDITIONAL USE PERMIT
FREDERICKSBURG, TEXAS

SITE PLAN

SCALE		EXHIBIT
VERTICAL	N/A	A
HORIZONTAL	1"=30'	
PLOTTING SCALE:	1:1	
FILE NAME:		



PROJECT NARRATIVE PER UDO SECTION 5.460

THE PROJECT WILL PROHIBIT SHORT-TERM RENTALS INDEFINITELY.

- Our project will be developed in 1 phase. The site will accommodate approximately 22 residential condo units. **We ARE NOT requesting Short Term Rental (STR) permits, and will restrict the development against STRs.** A large common gathering area will be available for use by residents. The development will be professionally managed. Landscape maintenance will be part of the condo association dues.
- The requested use conforms to the current R2 zoning designation and land plan.
- The project is situated along a major east-west connector, Creek Street and an planned development to the east. Our rear property line abuts the Lennar homes community. Our use is compatible with these adjacent tracts.
- There will be no negative impacts on adjacent sites. Adequate stormwater detention is provided via an agreement with the Lennar developer. Water and sewer are or will soon be stubbed to the tract by the Lennar developer.
- We are not seeking modifications from the development ordinance, only a Conditional Use Permit for condos. If developed as condos, we can increase density enough to establish a price point below \$350,000 while still offering significant open area and an organized community feel.
- Access and safety for vehicular and pedestrian traffic will be handled by conforming to UDO regulations.
- Storm water will be engineered and be part of the Lennar storm water detention system. There will be no excessive glare, noise or other hazard that would be any different than existing residential uses.
- We request one monument sign location at the entrance off Creek Street and another off the future entrance (location TBD) off Friendship (or the adjacent parcel via cross access agreement).
- We will meet parking requirements set for in the UDO.
- This project will not be detrimental to public health, safety or welfare. Its development will be cohesive with adjacent tracts. This project will provide much-needed affordable housing options to the City.

THE PROJECT WILL PROHIBIT SHORT-TERM RENTALS INDEFINITELY.

ZONING REVIEW COMMENTS No. 1

Project: Z-2311 Review Comments for a Conditional Use Permit to allow Condominiums for property located on Friendship Lane 1 lot east of 591 Friendship Lane.

1. Conditional Use Permit and Entry Corridor Review requires Planning and Zoning Approval, scheduled for August 2, 2023.
Noted.
2. Provide location of solid waste container Sec. 3.110 – Site Plan Checklist.
Note 3 addresses solid waste.
3. Please determine density and update Zoning Summary. Sec. 3.110.
The Zoning Summary has been updated.
4. Provide modify the proposed addressing plan starting with unit 100 on the southwest side of the development and working counterclockwise around parcel. Follow the driving path. Sec 7.131
The unit numbers have been modified.
5. Condominium Plat is required once the Final Plat (P-2316) is approved.
Noted.
6. Please provide a CUP Narrative with specific responses to each of the review and evaluation criteria noted in Sec. 5.460. This will be used by the Planning and Zoning Commission and City Council to make their determination. Please explain that the requested use is Condominiums. If it is your desire to rent these units as Short-Term Rentals a Conditional Use Permit is required and the desired use needs to be identified now. Definitions are found in Sec. 2. 100.

CUP Narrative

- ***Our project will be developed in 1 phase. The phase will accommodate approximately 22 residential condo units. We ARE NOT requesting Short Term Rental (STR) permits, and will restrict the development against STRs. A large common gathering area will be available for use by residents. The development will be professionally managed. Landscape maintenance will be part of the condo association dues.***
- ***The requested use conforms to the current R2 zoning designation and land plan.***
- ***The project is situated along a major east-west connector, Creek Street and an planned development to the east. Our rear property line abuts the Lennar homes community. Our use is compatible with these adjacent tracts.***
- ***There will be no negative impacts on adjacent sites. Adequate stormwater detention is provided via an agreement with the Lennar developer. Water and sewer are or will soon be stubbed to the tract by the Lennar developer.***

- *We are not seeking modifications from the development ordinance, only a Conditional Use Permit for condos as required. If developed as condos, we can increase density enough to establish a price point below \$350,000 while still offer significant open area and an organized community feel.*
 - *Access and safety for vehicular and pedestrian traffic will be handled by conforming to UDO regulations.*
 - *Storm water will be engineered and be part of the Lenner storm water detention system. There will be no excessive glare, noise or other hazard that would be any different than existing residential uses.*
 - *We request one monument sign location at the entrance off Creek Street and another off the future entrance (location TBD) off Friendship (or the adjacent parcel via cross access agreement).*
 - *We will meet parking requirements set for in the UDO.*
 - *This project will not be detrimental to public health, safety or welfare. Its development will be cohesive with adjacent tracts. This project will provide much-needed affordable housing options to the City.*
7. Please provide a note regarding all exterior lighting shall be night sky compliant. Provide the requested Fixture Type Article XV – Outdoor Lighting – Site Plan Checklist.
Note 6 discusses the exterior lighting, and attached is a sample fixture specification, although no fixtures have been selected at this time.
 8. Provide location of existing landscaping/trees Sec. 7.131-Sec. 7.920 – Site Plan Checklist.
There are no existing landscaping/trees located on this site.
 9. Provide a Landscape and Screening Plan per Sec. 7.920 – Sec. 7.980. To include calculation of all required landscaping onsite. Site Plan Checklist.
As a condition of the Conditional Use Permit we would like to use Note 5 on the Conditional Use Permit Plan as our response to the landscape and screening requirements for this submittal. At a later date we will submit a landscape and screening plan that meets the City's Requirements including calculations of all required landscaping onsite.
 10. This project will require review and approval of civil construction plans. The development will be required to comply with City ordinances for access, utilities and stormwater controls.
Noted this project will submit civil construction plans with the site plans submittal and will comply with the required City ordinances.

11. This site is subject to the Annexation Agreement for the Friendship Oaks development. Any impacts to this site for improvements that are required for the Friendship Oaks subdivision will be required from this site upon development and be shown in the approved plans.

Noted.

12. A sidewalk is required along South Creek Street. The sidewalk must be developed according to City Standards.

Noted, a sidewalk has been added along South Creek Street and Note 7 has been added to the plan.



Alora Mae
Fredericksburg, Tx

office@delladesigntx.com

www.delladesigntx.com

(361)935-8593

PROJECT SPECIFICATIONS

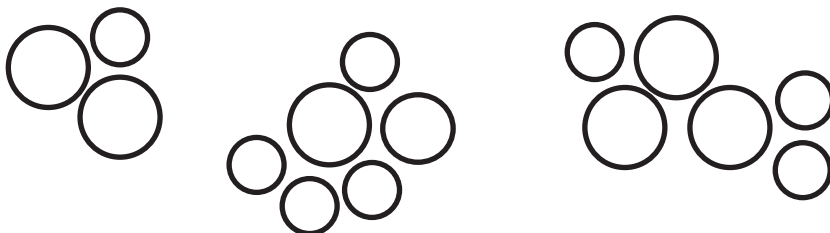


ALORA MAE'S LANDSCAPE GOAL

Our goal is to create a Modern Hill Country Landscape that welcomes residents and guests to Alora Mae. We will create soft, curated spaces using evergreen and perennial plants, earth-toned aggregates, and welcoming outdoor living spaces.

LAYOUT

Once the design is fully mature, the plants will be spaced out and arranged in a wild, native format.



COLOR PALETTE Muted, Earth-Toned



INSPIRATION PHOTOS



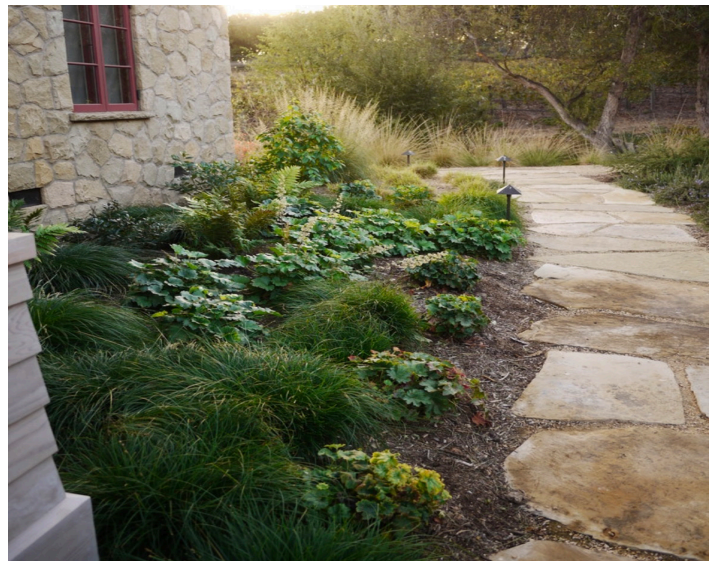
The center of the Alora Mae complex will feature a landscaped community area complete with green space, walking paths, landscape beds and inviting seating areas.



We will also encourage residents to mingle around common areas such as fire pits and BBQ areas.



Outdoor recreation spaces will also be incorporated.



The landscape surrounding Alora Mae will consider the Old World heritage of the region. Sandstone, limestone, and aggregates will create the hardscape areas while varying shades of plants and blooms create soft contrast.

PLANT LIST

Adagio Grass



Peach Tree



Whale's Tongue Agave



Walker's Low Catmint



Gaura



Trailing Rosemary



Yellow Yucca



Russian Sage



PLANT LIST

Salvia Greggii 'Mirage'



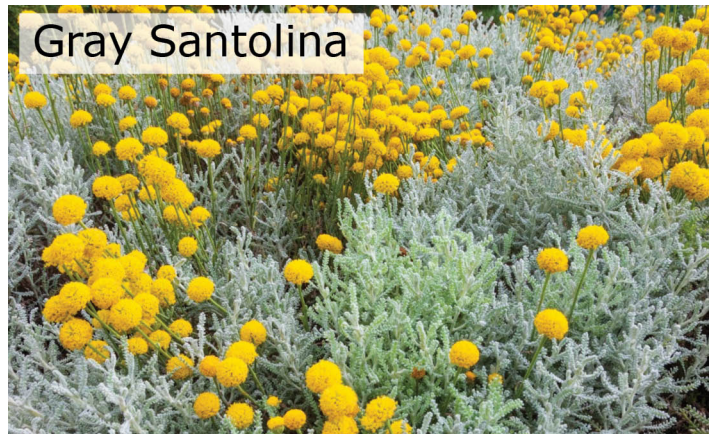
Plumbago



Mystic Spires Salvia



Gray Santolina



Pink Skullcap



Wheeler's Sotol



Red Yucca 'Brakelights'



Retama Palo Verde



PLANT LIST

Blackfoot Daisy



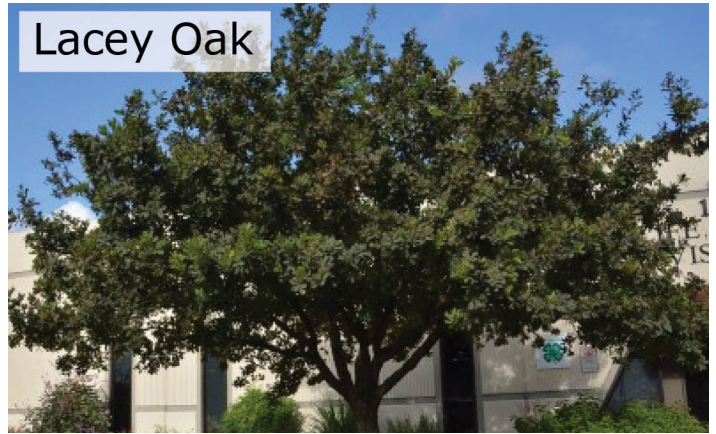
'Bubba' Desert Willow



Pink Gulf Muhly Grass



Lacey Oak



New Gold Lantana



Mexican Feather Grass



Mexican White Oak



Lamb's Ear



MATERIAL LIST

Artificial Turf



Veradek Steel Containers



Flagstone Steps



Decomposed Granite



Limestone Boulders



Metal Edging



Pergola



Wooden Outdoor Table



The Alora Mae

Affordable Non-STR Homes

The City of Fredericksburg

Planning and Zoning Commission

August 2, 2023

Contents

Introducing The Alora Mae

The Design of The Alora Mae

The Team Behind The Alora Mae

The Benefits to Fredericksburg

For More Information on The Alora Mae...

Introducing The Alora Mae

Commissioners, it is my pleasure to introduce you to our proposed addition to Fredericksburg - The Alora Mae.

This project is driven by modern market demand, while remaining anchored in the rich German-Texan history of Fredericksburg.

As a Comfort native, with deep roots in the Fredericksburg and Doss communities, I am excited to share my vision for The Alora Mae with you today.



Representative photo of design inspiration...

The Alora Mae Community

The Alora Mae is a single-family residential condo development intended for owner-occupants. It is NOT designed or permitted for short term rental “STR” use.

The prominent site along Friendship Lane presents a great opportunity for my company to design and construct a high-quality residential community tailored to the Fredericksburg resident.

The development is centered around a common gathering area, with small homes facing inward toward the green. Front porches will invite fellowship and community among residents.

The condo association will manage the common areas, including landscape maintenance and garbage collection.



Representative photo of design inspiration...

The Design of The Alora Mae

With stand-alone condo units averaging ~ 950 square feet, the project will incorporate traditional German-Texan Sunday House design vernacular. Fredericksburg's own Shayna Thompson of Willow Creek Designs is the project designer.

The homes will have simple, functional facades, front porches, and natural light through clerestory windows.

Inside, The Alora Mae will be equally impressive. The homes will be built to exceed current energy codes, and be equipped with water-conscious plumbing fixtures, dark sky compliant exterior light fixtures, modern appliances and high quality finishes throughout.



Interior view of a recently completed kitchen...

The Team Behind The Alora Mae

The Alora Mae is the brainchild of a team of talented professionals who are passionate about creating exceptional living spaces.

From the landscape architects who plan the site, to the designers who draw the home, every member of the team plays a crucial role in bringing this project to life.

Developer: **Kept** PROPERTY GROUP

Home Builder: **Kept** CLASSIC HOMES

Designer:



Landscape Architect:

Real Estate: Melissa Staudt



The Benefits to Fredericksburg

The Alora Mae is not just an upscale condo project, it is also a valuable asset to the city of Fredericksburg.

The buildings' unique designs and modern amenities will provide Fredericksburg residents with affordable, quality living spaces, with prices projected in the low-mid \$300ks.

We believe The Alora Mae is a source of pride for the entire community, and a cultural landmark that adds to the city's rich history and heritage.

It is a symbol of progress made while still respecting history, and a testament to the City's commitment to excellence.



For More Information on The Alora Mae...

Thank you for taking the time to learn about The Alora Mae. We hope that this presentation has given you a glimpse into our vision for this project.

At The Alora Mae, we are committed to providing our home owners with a wholesome and desirable Hill Country living experience.

If you would like to learn more about the building or schedule a tour, please visit our website or contact us directly.



Interior view of a recently completed bedroom...



Sec. 5.460. Review and Evaluation Criteria.

The Planning and Zoning Commission and City Council shall review and evaluate Conditional Use Permit applications using the following criteria:

- 1 Conformance with applicable regulations and standards established by the Zoning Regulations.
- 2 Compatibility with existing or permitted uses on abutting sites, in terms of building height, bulk and scale, setbacks and open spaces, landscaping and site development, access and circulation features.
- 3 Potentially unfavorable affects or impacts on other existing or permitted uses on abutting sites, to the extent such impacts exceed those which reasonably may result from use of the site for a permitted use.
- 4 Modifications (including variance from property development regulations) to the site plan which would result in increased compatibility, would mitigate potentially unfavorable impacts, would be necessary to conform to applicable regulations and standards and would protect the public health, safety, morals and general welfare.
- 5 Safety and convenience of vehicular and pedestrian circulation in the vicinity, including traffic reasonably expected to be generated by the proposed use and other uses reasonable and anticipated in the area; existing zoning and land uses in the area.
- 6 Protection of persons and property from erosion, flood or water damage, fire, noise, glare and similar hazards and impacts.
- 7 Location, lighting, and type of signs; the relation of signs to traffic control and adverse effect of signs on adjacent properties.
- 8 Adequacy and convenience of off-street parking and loading facilities.
- 9 Determination that the proposed use is in accordance with the objectives of these Zoning Regulations and the purposes of the zone in which the site is located.
- 10 Determination that the proposed use will comply with each of the applicable provisions of these Zoning Regulations.
- 11 Determination that the proposed use and site development, together with any modifications applicable thereto, will be compatible with existing or permitted uses in the vicinity.
- 12 Determination that any conditions applicable to approval are the minimum necessary to minimize potentially unfavorable impacts on nearby uses and to ensure compatibility of the proposed use with existing or permitted uses in the same district and the surrounding area.
- 13 Determination that the proposed use, together with the conditions applicable thereto, will not be detrimental to the public health, safety, or welfare or materially injurious to properties or improvements in the vicinity.

	Owner	Address
A	Beatrice Price	597 Dusk Ln
B	Julia Walker	724 S. Creek
C	Fredbg Terraces at Creek Stre	707 S. Creek
D	Fredbg Friendship Place Apart	709 S. Creek
E	Friendship Ln LLC	802 Friendship
F	Friendship Ln LLC	802 Friendship
G	SV Friendship Ln MU LP	
H	Lennar Homes of Texas	Friendship Oaks Plase 1
I	HK Fredericksburg LLC	Friendship Oaks Phase 4
J	Dale Crenwelge	591 Friendship Ln
Z-2311 - Friendship Ln Condos		

Public Comment Form

Please return this form to:

scollier@fbgtx.org

OR

Development Services – Zoning
126 W. Main Street
Fredericksburg, TX 78624
830-997-7521



REQUEST NO. Z-2311

As an interested property owner, I (PROTEST) ~~(APPROVE)~~ the requested CONDITIONAL USE PERMIT,
represented by the above file number because:

*It would increase the
traffice with all the new appartments, new
school, and retirement housing. The main
protest would be the increased use of water,
which is now restricted.*

Beatrice Y. Price
Signature

7-22-2023
Date

Beatrice Y. Price
Printed Name

*5917 Dusk Lane,
Fredericksburg, TX
78624*
Address

Public Comment Form
Please return this form to:

scollier@fbgtx.org

OR
Development Services – Zoning
126 W. Main Street
Fredericksburg, TX 78624
830-997-7521



REQUEST NO. Z-2311

As an interested property owner, I (PROTEST) (APPROVE) the requested CONDITIONAL USE PERMIT,
represented by the above file number because:

I Protest this. We don't need all these short term
Buildings.

Julia Walker
Signature

7-22-23
Date

JULIA WALKER
Printed Name

724 S. Creek St (Fbg)
Address

Public Comment Form
Please return this form to:

scollier@fbgtx.org

OR
Development Services – Zoning
126 W. Main Street
Fredericksburg, TX 78624
830-997-7521



REQUEST NO. Z-2311

As an interested property owner, I (PROTEST) / (APPROVE) the requested CONDITIONAL USE PERMIT,
represented by the above file number because:

Debi Henry
Signature

7-19-23
Date

Debi Crowder
Printed Name

P.O. Box 112
Address
Combat, TX 78013



CITY COUNCIL AGENDA MEMO

DEPARTMENT: Development Services

TO: Mayor & City Council Members

FROM: Anna Hudson, Director of Development Services

MEETING DATE: August 15, 2023

CATEGORY: ORDINANCES, RESOLUTIONS
AND PUBLIC HEARINGS

CAPTION: Consider a request by Whitney Koch, Mustard Design, for a Conditional Use Permit (CUP) per Section 3.320 of the Zoning Ordinance to allow for General Warehousing & Distribution and Light Manufacturing uses for property located at 977 Kerr Rd zoned M-2 Medium Manufacturing. (#Z-2316) (Anna Hudson, Director of Development Services):

- i. Presentation by applicant
 - ii. Staff Report
 - iii. Hold a Public Hearing to receive comments for or against the request
 - iv. Take action on the Conditional Use request by Whitney Koch
-

PRESENTATION:

SUMMARY:

The applicant is requesting a Conditional Use Permit (CUP) per Sec. 3.320 of the Zoning ordinance to allow for General Warehousing & Distribution and Light Manufacturing uses on vacant property located at 977 Kerr Rd zoned M2 - Medium Manufacturing.

The proposed development would include 5 single-story buildings that are approximately 9,000 sq ft a piece and have 5 tenant spaces in each building. The anticipated uses are professional offices. However, the applicant wanted the option to market for General Warehousing & Distribution and Light Manufacturing uses for this development.

WAREHOUSING AND DISTRIBUTION establishments or places of business primarily engaged in wholesaling, storage, distribution and handling of materials and equipment other than live animals and plants. The following are wholesaling, storage and distribution use types: Limited Warehousing and Distribution. Wholesaling, storage, warehousing services within enclosed structures. Typical uses include wholesale distributors, storage warehouses and moving and storage firms. General Warehousing and Distribution. Open-air storage, distribution and handling of materials and equipment. Typical uses include monument and stone yards, grain elevators, open storage yards and petroleum products storage and distribution.

LIGHT MANUFACTURING A use engaged in the manufacture, predominately from previously prepared materials, of finished products or parts, including processing, fabrication, assembly, treatment and packaging of such products, including incidental storage, sales and distribution of such

products, but excluding basic industrial processing. Typical uses include winery, sheet metal shop, welding shop and machine shop.

BACKGROUND:

This application was reviewed for its conformity with relevant City Ordinances including Sec. 7.131, review and evaluation criteria for Site Plans and Sec. 5.460, review and evaluation criteria for a Conditional Use Permit (CUP).

Site Area: 195,976 Sq Ft (4.499 Acres)

Zoning: M2, Medium Manufacturing Sec. 3.320

Building Coverage: 23% (45,181 Sq Ft) (80% Maximum) Sec. 3.320

Impervious Coverage: 82% (159,946 Sq Ft) (85% Maximum) Sec. 3.320

Heights: 1 Story (Proposed 22') (Max Height 38') Sec. 3.320

Parking: 117 provided, 114 required (General Retail, Professional Offices, General Warehousing and Light Manufacturing all require 1 parking space per 400 sq ft.) Sec. 7.863

Utilities: Utilities are available to serve this property and if an extension of utilities are required, it would be at the developers' expense.

Detention: Stormwater detention plans and studies shall be reviewed as part of the Civil Construction Plans.

Landscape & Screening: More detail is required to approve the Landscape and Screening Plan, including a landscape calculation based on Sec. 7.920. One (1) tree per 75 LF required. Off-street parking shall have ten (10) sq ft of interior landscaping for each parking space. A strip of land at least five (5) in depth located between the abutting right-of-way and the off-street parking areas or other vehicular use area which is exposed to an abutting right-of-way shall be landscaped and include one (1) tree for each fifty (50) LF. In addition, a hedge, wall, or other durable landscape barrier of at least two (2) feet in height, shall be place along the perimeter.

Public Hearing Notices: no responses have been received

FUNDING SOURCE:

FINANCIAL IMPACT:

STAFF RECOMMENDATION:

Planning and Zoning recommended approval with staff's propose conditionas on August 2, 2023. Sec. 5.460, review and evaluation criteria for Conditional Use Permits (CUP) includes 13 items that must be considered when reviewing a CUP application. Of these 13 items, Staff finds that the applicant has met or responded to all the requirements.

The requested additional uses of General Warehousing & Distribution and Light Manufacturing are in keeping with existing uses on neighboring sites, such as Heartland Services which is a full-service production machine shop and Fredericksburg Cast Iron Co. In addition, the development requirements for all proposed uses have been planned for and incorporated into the design including parking and loading areas.

Staff recommends approval conditioned upon the following:

Approved Addressing Plan

Approved Landscape and Screening Plan

Approved Civil Construction Plan

COMMUNITY VISIONING/STRATEGIC INITIATIVES:

Business Visioning

ATTACHMENTS:

1. Z-2316 Revised Site Plan
2. Z-2316 CUP Narrative
3. Z-2316 Project Application
4. Z-2316 Response to Comments
5. Sec. 5.460. - CUP Review and Evaluation Criteria.
6. Z-2316 Public Hearing Map
7. Z-2316 Affected Property Owners
8. M2 Medium Manufacturing

APPROVAL/REVIEW:



Anna Hudson, Director of Development Services

Date: August 09, 2023



Garret Bonn, Assistant City Manager

Date: August 09, 2023



Krista Wareham, Director of Finance

Date: August 09, 2023

William McKamie, City Attorney

Date: August 09, 2023



Shelley Goodwin, City Secretary

Date: August 09, 2023



Clinton Bailey, City Manager

Date: August 10, 2023

SITMAN WAINWRIGHT
977 KERR ROAD
FREDERICKSBURG, TEXAS 78624

4.499 ACRES BEING ALL OF TRACT I, KERR ROAD COMMERCIAL CENTER,
PHASE II IN GILLESPIE COUNTY, TEXAS AS SHOWN ON THE PLAT RECORDED IN
VOLUME 1. PAGE 142 OF THE PLAT RECORDS OF GILLESPIE COUNTY, TEXAS.

ZONED: M-2 MEDIUM MANUFACTURING
PROPOSED USE: BUSINESS OFFICES, WAREHOUSING AND
DISTRIBUTION, LIGHT MANUFACTURING.

MIN. ALLOWABLE LOT AREA:	10,000 SQ FT
TOTAL LOT AREA:	195,976 SQ FT (4.499 ACRES)

FRONT YARD: 10 FT
STREET SIDE YARD: 10 FT
INTERIOR SIDE YARD: 10 FT
REAR SIDE YARD: 10 FT

MAX. ALLOWABLE BUILDING COVERAGE:	80% OF LOT AREA
TOTAL PROPOSED BUILDING COVERAGE:	PHASE I 14% (27,109 SF BUILDING A/B/C)

PHASE 1+2 23% (45,181 SF)
(18,073 SF BUILDING D/E)
(27,109 SF BUILDING A/B/C)

MAX ALLOWABLE IMPERVIOUS COVERAGE: 85% OF LOT AREA
PROPOSED IMPERVIOUS COVERAGE:

IMPERVIOUS COVERAGE:	PHASE I	64% (124,357 SF)
	BUILDING A/B/C	(27,109 SF)
	HARDSCAPE	(99,248 SF)

PHASE 1+2	82% (159,946 SF)
BUILDING A/B/C	(27,109 SF)
BUILDING D/E	(18,073 SF)
HARDSCAPE PHASE 1	(99,248 SF)
HARDSCAPE PHASE 2	(15,516 SF)

PERVIOUS COVERAGE:	PHASE I	12% (23,909 SF)
	LANDSCAPE	(17,389 SF)
	DETENTION POND	(6,520 SF)

PHASE 1 + 2 18% (36,030 SF)
LANDSCAPE PHASE 1 (17,389 SF)
DETENTION POND PHASE 1 (6,520 SF)
LANDSCAPE PHASE 2 (3,629 SF)
PERIMETER LANDSCAPE PHASE 2 (8,492 SF)

MAXIMUM ALLOWABLE BUILDING HEIGHT: 3 STORIES - 38' - 0"
MAXIMUM PROPOSED BUILDING HEIGHT: 1 STORY - 22'-0"

BUSINESS OFFICE

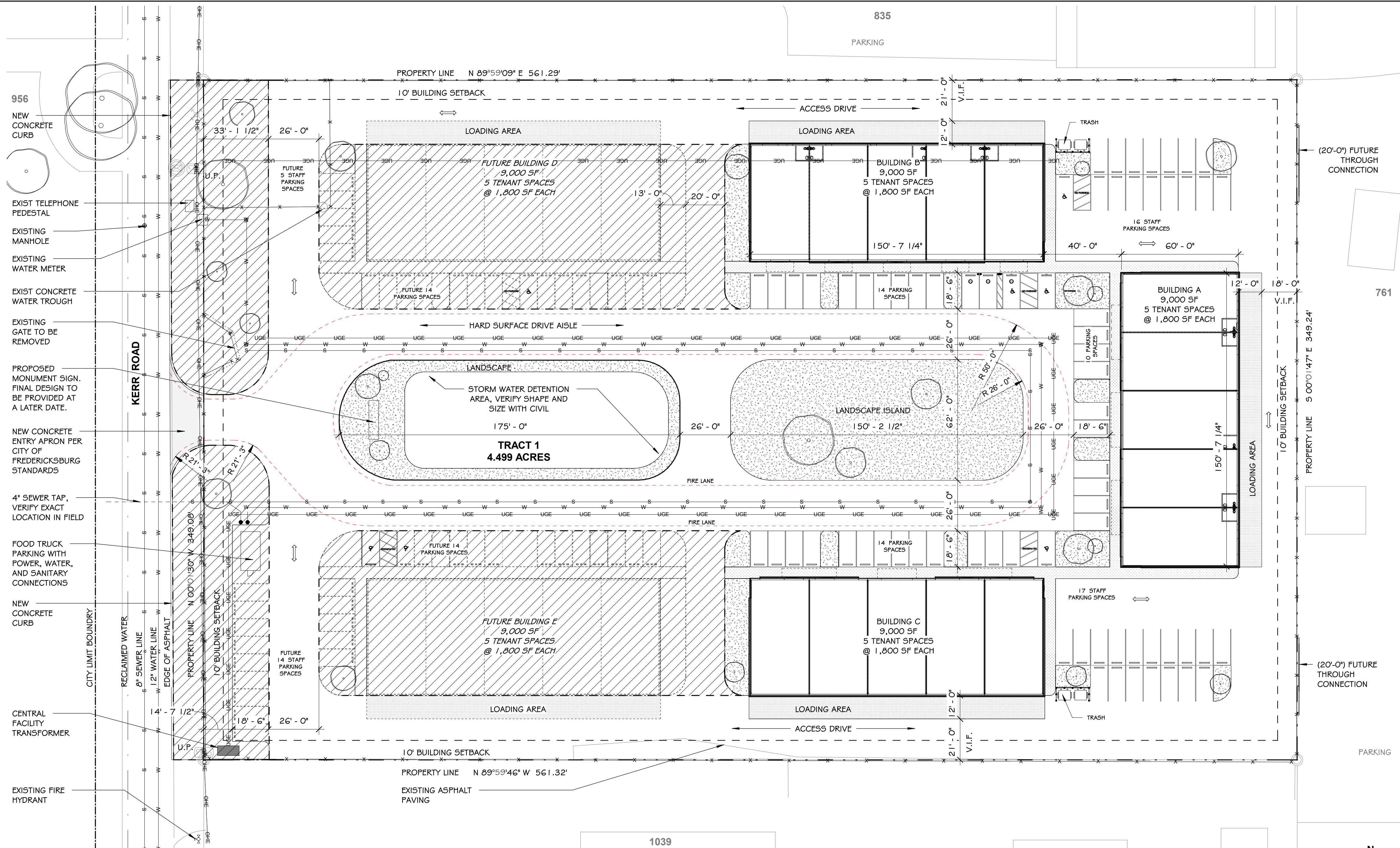
PHASE I	
TOTAL REQ. PARKING	27,109 SF / 400 = 68 SPACES
TOTAL SPACES PROVIDED	71 SPACES
ADA PARKING REQ.	3 SPACES
ADA PARKING PROVIDED	4 SPACES

<i>FUTURE PHASE</i>	<i>FUTURE PHASE</i>
TOTAL REQ. PARKING	18,073 SF / 400 = 46 SPACES
TOTAL SPACES PROVIDED	46 SPACES
ADA PARKING REQ.	2 SPACES
ADA PARKING PROVIDED	3 SPACES

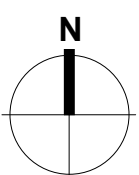
INTERIOR LANDSCAPING REQUIRED: = 1,170 SF + 450 SF + 324 SF = 1,944 SF
 PARKING = 117x10% = 1,170 SF
 VEHICULAR AREAS = 45,000 SF ÷ 100 = 450 SF
 PAVED AREAS = 64,764 SF ÷ 200 = 324 SF

INTERIOR LANDSCAPING PROVIDED: = 21,018 SF

NOTE: LIGHT SPECIFICATIONS & LANDSCAPE DOCUMENTS SHALL BE CODE COMPLIANT AND WILL BE SUBMITTED WITH THE PERMIT DOCUMENTS.



SCALE: 1" = 30'-0"



	FOUND 1/2" STEEL ROD
	ELECTRIC METER
	WATER METER
	TELEPHONE PEDESTAL
	FIRE HYDRANT
	PHASE 1
	PHASE 2
	FIRE LANE AND ROAD EASEMENT
	LOADING AREA
	LANDSCAPING



SCALE: 3/32" = 1'-0"



SCALE: 3/32" = 1'-0"

NO.	DATE	DESCRIPTION
-----	------	-------------



07.20.23

SITE PLAN

Drawn By: WLK / MMK

Checked By: WLK

Approved By: WLK

Project No. 2305

Original Issue Date: 00.00.00

CUP



June 29, 2023

Shelby Collier

Development Services Coordinator
City of Fredericksburg, Texas

scollier@fbgtx.org

RE: Kerr Road Business Park CUP request

Dear Shelby,

The following document outlines project conformance with the City of Fredericksburg's Section 5.460 – Review and Evaluation Criteria for CUP request.

Item	Response:
1.	<i>Conformance with applicable regulations and standards established by the Zoning Regulations.</i> The project designs are within the guidelines provided for in the Zoning ordinance. No variances are requested.
2.	<i>Compatibility with existing or permitted uses on abutting sites, in terms of building height, bulk and scale, setbacks and open spaces, landscaping and site development, access and circulation features.</i> The surrounding properties are zoned M-2 Medium Manufacturing. The project designs are compatible with similar uses found in M-2 Medium Manufacturing zoning districts and on adjacent properties. Other features of the project designs are within the guidelines provided for in the Zoning ordinance.
3.	<i>Potentially unfavorable affects or impacts on other existing or permitted uses on abutting sites, to the extent such impacts exceed those which reasonably may result from use of the site for a permitted use.</i> The adjacent property uses are compatible with the uses intended for this site and consist of a manufacturing facility and similar business centers with multi-tenant uses.
4.	<i>Modifications (including variance from property development regulations) to the site plan which would result in increased compatibility, would mitigate potentially unfavorable impacts, would be necessary to conform to applicable regulations and standards and would protect the public health, safety, morals and general welfare</i> The project designs are within the guidelines provided for in the Zoning ordinance. No variances are requested.
5.	<i>Safety and convenience of vehicular and pedestrian circulation in the vicinity, including traffic reasonably expected to be generated by the proposed use and other uses reasonable and anticipated in the area; existing zoning and land uses in the area</i> The project entry/exit points have been appropriated located to allow for clear line of sight for ingress and egressing vehicles. Public and tenant parking and vehicle circulation paths have been separated to limit cross use. Traffic rates are anticipated to be consistent with other business parks of a similar size and use in the area. The existing zoning: M-2 Medium Manufacturing The current land use: Industrial

6. *Protection of persons and property from erosion, flood or water damage, fire, noise, glare and similar hazards and impacts.*

Site designs allow for appropriate storm water run-off with detention as required by the zoning ordinance. Facility design is in-ward facing for the public access, with the outer drive aisles is designated for tenant access.

Tenant type and uses shall be limited to those that conform to the occupancy rating allowed based on fire code and fire protection services provided at the street.

7. *Location, lighting, and type of signs; the relation of signs to traffic control and adverse effect of signs on adjacent properties.*

Monument tenant signage will be located centered on the entry, and shall following the current sign ordinance. Building identification signage will conform to the City's sign ordinance.

Building and security lighting will follow the current City design standards and shall not cross the property line or provide unnecessary glare. They shall be building or pole mounted, with final selections to be made at a later date.

8. *Adequacy and convenience of off-street parking and loading facilities..*

The rear driveway loop along the property boundary has been oversized to allow for typical vehicular traffic and loading zones adjacent to the building.

9. *Determination that the proposed use is in accordance with the objectives of these Zoning Regulations and the purposes of the zone in which the site is located.*

The project designs are within the guidelines provided for in the Zoning ordinance. The CUP is being requested to allow for the following addition tenant uses:

Light Manufacturing, Limited Warehousing & Distribution, and General Warehousing & Distribution

10. *Determination that the proposed use will comply with each of the applicable provisions of these Zoning Regulations.*

The project designs are within the guidelines provided for in the Zoning ordinance. No variances are requested.

11. *Determination that the proposed use and site development, together with any modifications applicable thereto, will be compatible with existing or permitted uses in the vicinity.*

The project designs are within the guidelines provided for in the Zoning ordinance. No variances are requested.

12. *Determination that any conditions applicable to approval are the minimum necessary to minimize potentially unfavorable impacts on nearby uses and to ensure compatibility of the proposed use with existing or permitted uses in the same district and the surrounding area.*

The use planned for this project is compatible with the uses on the adjacent properties and consist with similar business center with multi-tenant uses.



Project Application

City of Fredericksburg - Development Services Department
126 W. Main St., Fredericksburg, TX 78624 – (830)997-7521

A. Project Information (Please complete all items.)

Project Name: Kerr Road Business Park

Project Address: 977 Kerr Road, Fredericksburg, Texas

Tax ID Number (s):

Application Type (Check all items that apply.)

- | | | |
|--|--|---|
| ☒ Conditional Use Permit | ☐ Minor Plat* | ☐ Site Plan |
| ☐ Land Use Plan Change | ☐ Replat* | ☐ Entry Corridor Design |
| ☐ Zoning Change | ☐ Amending Plat* | ☐ Civil Construction Plans |
| ☐ Annexation* | ☐ Preliminary Plat* | |
| | ☐ Final Plat* | |

Jurisdiction: ☒ City Limits ☐ ETJ Total Acres: 4.499 No. of Lots: 1

Original Survey & Abstract No:

Legal Description:

Current Land Use Plan:

Proposed Land Use Plan:

Current Zoning: M2

Proposed Zoning:

Location: 977 Kerr Road, Fredericksburg, Texas

Proposed Use(s): Multiple multi-tenant buildings to be used for office, warehousing and distribution, or light manufacturing uses.

Applicant's Signature

Applicant's Role: ☐ Owner ☐ Developer ☒ Other (note role): Architect

I hereby certify that the information supplied with this application is true and correct, and that the paper and electronic copies of the materials submitted are consistent with each other, to the best of my knowledge. I also certify I have authorization from the owner to act on his / her behalf.

Signature: Whitney Koch

Printed Name: Whitney Koch, AIA, NCARB

Date: 06.26.2023

Staff Use Only

Application No.: _____ Date: _____

*Copy of current Title Search required with application.



Project Application

City of Fredericksburg - Development Services Department
126 W. Main St., Fredericksburg, TX 78624 – (830)997-7521

B. Contact Information (Please complete all items.)

I. Property Owners

Firm Name (if applicable):

Owner Name: Sitman Wainwright

Address: 761 Pyka Rd, Fredericksburg, Texas, 78624

Phone: 830.992.0956

Fax:

Email: sitman@wainwrightelectric.net

II. Owner's Agent/Engineer/Surveyor (Main contact person responsible for application)

Role: ☐ Agent ☐ Engineer ☐ Surveyor ☒ Other (note role): Architect

Firm Name (if applicable): Mustard Design

Address: 209 S. Llano St., Suite B Fredericksburg, Texas, 78624

Primary Contact Name:

Phone: 830.997.7024

Fax: 830.212.4064

Email: wkoch@mustarddesign.net

Secondary Contact Name:

Phone:

Fax:

Email:

C. Fee Schedule (Please attach appropriate fee to application.)

- ☒ Conditional Use Permit Application - \$400
- ☐ Site Plan Application Admin - \$300
- ☐ Site Plan Application P&Z - \$400
- ☐ Entry Corridor Design - \$100
- ☐ Application for Zoning Change - \$400
- ☐ Application for Land Use Change - \$300
- ☐ Minor Plat - \$300
- ☐ Replat - \$300 plus \$20 per lot
- ☐ Amending Plat - \$200
- ☐ Preliminary Plat - \$400 plus \$20 per lot
- ☐ Final Plat - \$500 plus \$10 per lot

D. Recording Fee Schedule

For plats, a recording fee will be collected when mylars are presented. The check should be made payable to Gillespie County Clerk and the recording fees are \$121.00 plus \$10.00 per lot.



July 20, 2023

Shelby Collier

Development Services Coordinator
City of Fredericksburg, Texas

scollier@fbgtx.org

RE: Z-2316, Review Comments for Site Plan/Conditional Use Permit Review for a Multi-Use Business Park located at 977 Kerr Rd.

Dear Shelby,

Thank you for the site plan review, we received your comments dated 07.17.2023 and have listed a written response to each for the above-mentioned project. Each item is numbered and listed to coordinate with the review comment.

Item	Response:
------	-----------

- | | |
|----|---|
| 1. | <i>The Site Plan requires Planning and Zoning Approval, tentatively scheduled for August 2, 2023.</i> |
|----|---|

Comment noted.

- | | |
|----|---|
| 2. | <i>Provide a Landscape and Screening Plan per Sec. 7.920 - 7.980. To include calculation of all required landscaping onsite. Site Plan Checklist.</i> |
|----|---|

The zoning tabulation provides the calculation of all required landscaping onsite, and a formal landscape plan will be provided as part of the permit documents.

- | | |
|----|--|
| 3. | <i>Provide a note regarding all exterior lighting shall by night sky compliant. Provide the requested fixture type Article XV- Outdoor Lighting - Site Plan Checklist.</i> |
|----|--|

The plans note that all fixtures will comply with the ordinance. At this time the fixtures have not been selected, and will be submitted as part of the permit documents.

- | | |
|----|---|
| 4. | <i>Please provide an addressing plan Sec. 7.131</i> |
|----|---|

Owner and design team will review the site's addressing with the City and provide formal documentation as part of the permit documents.

- | | |
|----|---|
| 5. | <i>Provide location of Loading facilities per unit. Sec. 7.131 - Site Plan Checklist.</i> |
|----|---|

Loading facilities have been added to the site plan.

- | | |
|----|--|
| 6. | <i>Food Trucks require Mobile Food Vendors permits prior to installation of units.</i> |
|----|--|

Comment noted. If one is provided the owner will be notified to coordinate with the appropriate authorities.

- | | |
|----|---|
| 7. | <i>Development will require a Sign Plan. Sec. 7.131</i> |
|----|---|

Owner and design team will review the site's addressing with the City and provide formal documentation as part of the permit documents.

8. *This project will require review and approval of civil construction plans.*

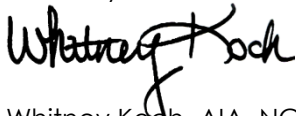
Comment noted. Civil plans once complete will be submitted to City engineering for review prior to regulating a building permit.

9. *Kerr road shall be improved to City Standards including curbs along this site's frontage and widening pavement on the east side if necessary.*

Comment noted, and will be incorporated into the civil documents. Site plan has been updated to show improvements.

Enclosed is one (1) full size revised PDF copy of the site plan referenced in the above response. Should you have any questions please contact me directly.

Sincerely,



Whitney Koch, AIA, NCARB
Mustard Design Architects
Registered Architect Texas 24419

Enclosures:

Site Plan & CUP review comments dated 07.17.2023

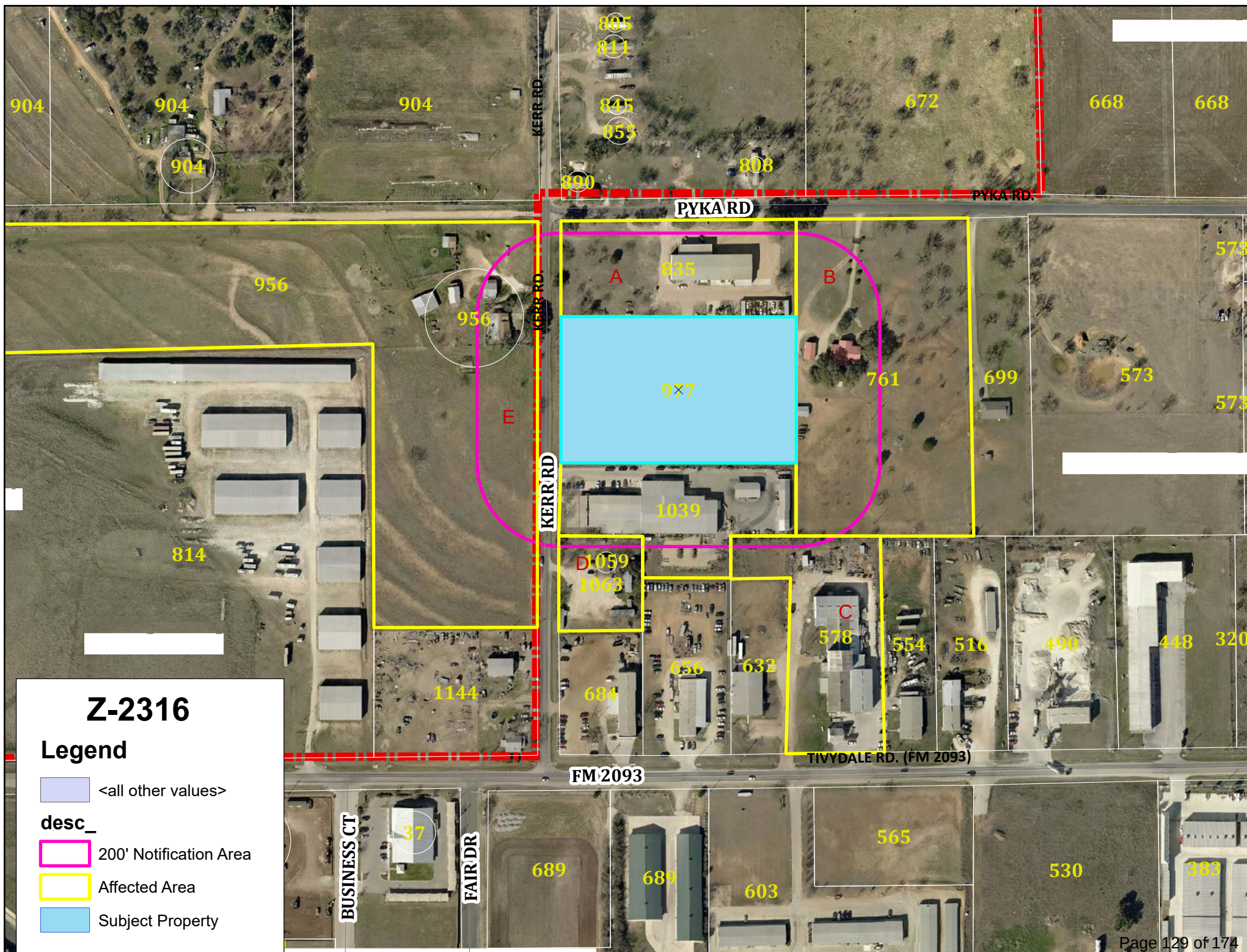
Revised site plan

Cc: Anna Hudson
Sitman Wainwright
Maryam Mokhtarian

Sec. 5.460. Review and Evaluation Criteria.

The Planning and Zoning Commission and City Council shall review and evaluate Conditional Use Permit applications using the following criteria:

- 1 Conformance with applicable regulations and standards established by the Zoning Regulations.
- 2 Compatibility with existing or permitted uses on abutting sites, in terms of building height, bulk and scale, setbacks and open spaces, landscaping and site development, access and circulation features.
- 3 Potentially unfavorable affects or impacts on other existing or permitted uses on abutting sites, to the extent such impacts exceed those which reasonably may result from use of the site for a permitted use.
- 4 Modifications (including variance from property development regulations) to the site plan which would result in increased compatibility, would mitigate potentially unfavorable impacts, would be necessary to conform to applicable regulations and standards and would protect the public health, safety, morals and general welfare.
- 5 Safety and convenience of vehicular and pedestrian circulation in the vicinity, including traffic reasonably expected to be generated by the proposed use and other uses reasonable and anticipated in the area; existing zoning and land uses in the area.
- 6 Protection of persons and property from erosion, flood or water damage, fire, noise, glare and similar hazards and impacts.
- 7 Location, lighting, and type of signs; the relation of signs to traffic control and adverse effect of signs on adjacent properties.
- 8 Adequacy and convenience of off-street parking and loading facilities.
- 9 Determination that the proposed use is in accordance with the objectives of these Zoning Regulations and the purposes of the zone in which the site is located.
- 10 Determination that the proposed use will comply with each of the applicable provisions of these Zoning Regulations.
- 11 Determination that the proposed use and site development, together with any modifications applicable thereto, will be compatible with existing or permitted uses in the vicinity.
- 12 Determination that any conditions applicable to approval are the minimum necessary to minimize potentially unfavorable impacts on nearby uses and to ensure compatibility of the proposed use with existing or permitted uses in the same district and the surrounding area.
- 13 Determination that the proposed use, together with the conditions applicable thereto, will not be detrimental to the public health, safety, or welfare or materially injurious to properties or improvements in the vicinity.



	Owner	Address
A	Gillespie Business Center LLC	835 Pyka Rd
B	Sitman Wainwright	761 Pyka Rd
C	William & Colleen Haley	578 FM 2093
D	Ernesto & Zuleima Hernandez	1063 Kerr Rd
E	Clayton & Ellie Behrends	956 Kerr Rd
		Z-2316 - Kerr Rd

Sec. 3.320. - M-2: MEDIUM MANUFACTURING.

Intent

This zone is intended to allow the establishment of intermediate industrial uses permitting the processing or producing of materials which may produce smoke, noise, vibration, light, heat, glare or fumes, provided measures are taken from the specified development standards to minimize the impact beyond the boundaries of the property upon which the use is located.

Principal Permitted Uses

Buildings, structures and lands shall be used, and buildings and structures shall hereinafter be erected, altered or enlarged only for the following uses, plus such other uses as the City Council, by resolution, may deem to be similar to those uses listed and not obnoxious or detrimental to the public health, safety and welfare:

Administrative and Business Office	Food Sales
Agricultural Sales and Service	Funeral Services
Automotive Rentals	General Retail Sales
Automotive Repair Services	Horticulture
Automotive Sales	Hospital Services (Limited)
Automotive Washing	Indoor Entertainment
Building Maintenance Services	Indoor Sports and Recreation
Business Support Services	Kennels
Business or Trade School	Laundry Services
Club or Lodge	Local Utility Service
Commercial Off-Street Parking	Maintenance and Service Facilities
Communication Services	Mobile Food Establishments, but not in any right-of-way or public easement

Construction Sales and Services	Outdoor Sports and Recreation
Convenience Storage	Pawn Shop Services
Convenience Store/Self Serve Gas	Professional Offices
Custom Manufacturing	Religious Assembly
Equipment Repair Services	Research Services
Equipment Sales	Restaurant
Exterminating Services	Service Station
Financial Services	Veterinary Services

Uses Permitted Subject to Conditional Use Permit

The following uses may be permitted subject to a Conditional Use Permit as provided for in Section 5.400.

Campground	Restaurant-Drive In/Fast Food
Drive through facilities associated with any use	Scrap and Salvage Services
General Warehousing and Distribution	Stockyards
Light Manufacturing	Transportation Terminal
Limited Warehousing & Distribution	Vehicle Storage

Bed and Breakfast use is specifically prohibited.

Property Development Standards

Except as hereinafter provided, no building or structure or part thereof shall be erected, altered or converted for any use permitted in this district unless it is in conformity with all the standards and regulations herein specified for lot area, lot width, lot depth, dwelling unit area, lot coverage, yards and building height. The following standards shall apply except in cases where a lot does not meet the standards herein required but was an official "lot of record" prior to the adoption of this ordinance. In such cases, the present dimension shall be maintained as a minimum standard until such time as the use is removed. The replacement shall meet the standards and regulations herein specified prior to the adoption of this ordinance. In such cases, the present dimension shall be maintained as a minimum standard until such time as the use is removed. The replacement shall meet the standards and regulations herein specified.

Site Development Regulations

Each site in the "M-2" district shall be subject to the following site development regulations.

Feature	Regulation
Lot Size	Minimum Lot Area, 10,000 Square feet
Lot Width	Minimum Lot Width, 100 feet
Height	Maximum Building Height, 3 stories, 38 feet
Front Yard	Minimum Required Setback, 10 feet
Street Side Yard	Minimum Required Setback, 10 feet
Interior Side Yard	Minimum Required Setback, 10 feet*
Rear Yard	Minimum Required Setback, 10 feet*
Maximum Impervious Coverage	85%
Maximum Building Coverage	Percent of Lot Area, 80%
Nonconforming Uses	<u>Section 6.100</u>
Site Development Regulations	<u>Section 7.000</u>
Special Yard Regulations	<u>Section 7.300</u>
Fences, Walls and Visibility	<u>Section 7.530</u>
Parking	<u>Section 7.800</u>
Landscaping and Screening Regulations	<u>Section 7.900</u>
Temporary/Accessory Building	<u>Section 8.000</u>
Signs	Sign Ordinance
Outdoor Amplified Sound	Prohibited when adjacent to R-1, R-1-A, or R5

* 25 feet when adjacent to Residential Uses outside subject district

(Ord. No. 23-014, 9-16-2013; Ord. No. 25-004, 5-4-2015; Ord. No. 2019-11, § 5, 4-15-2019)



CITY COUNCIL AGENDA MEMO

DEPARTMENT: Development Services

TO: Mayor & City Council Members

FROM: Anna Hudson, Director of Development Services

MEETING DATE: August 15, 2023

CATEGORY: ORDINANCES, RESOLUTIONS
AND PUBLIC HEARINGS

CAPTION: Consider the request by Bob Walch and Haden Simmons to change the Land Use from Low-Density Residential (LDR) to Commercial (C) and change the Zoning from (R1) Single Family Residential to (C1) Neighborhood Commercial for two properties located in the 500 Block of West Live Oak between 528 S. Milam and 610 W. Live Oak (#Z-2315) (Anna Hudson, Director of Development Services):

- i. Presentation by applicant
 - ii. Staff Report
 - iii. Hold a Public Hearing to receive comments for or against the request
 - iv. Take action on Ordinance 2023-10 adopting a change in the Comprehensive Plan of the City of Fredericksburg, specifically in the Land Use Map, as to approximately 1.33 acres of land comprised of lot 2 of the Duecker subdivision and German Emigration Company Lot #96 located in the 500 -600 blocks of West Live Oak, changing said properties from Low-Density Residential (LDR) to Commercial (C); providing that the change become a part of the Comprehensive Plan and providing for an effective date.
 - v. Take action on Ordinance 2023-11 amending the Zoning Ordinance of the City and changing the Zoning District to approximately 1.33 acres of land comprised of lot 2 of the Duecker Subdivision and German Emigration Company Lot # 96 located in the 500- 600 blocks of West Live Oak; changing said properties from Single-Family Residential (R1) to Neighborhood Commercial (C1); and providing for an effective date.
-

PRESENTATION:

SUMMARY:

The applicants are seeking a future land use classification change from "Low Density Residential" (LDR) to "Commercial" (C) and a Zoning change from "Single Family Residential" (R1) to "Neighborhood Commercial" (C1) for properties located in the 600 Block of West Live Oak St.

BACKGROUND:

A Land Use and Zoning change for the neighboring property to the West (528 S. Milam) was approved in July 2022. As part of the Commission's recommendation, it was requested that these two remaining parcels request a Land Use and Zoning change.

In addition, 528 S. Milam has an approved Preliminary Plat (P-2240) to subdivide the property into six lots. Four are R1 zoned that front West Walch with the other two fronting West Live Oak and are C1 zoned. Lot 6 (528 S. Milam)

also has an approved Site Plan (SP-2302) for the future MOM center.

The properties are currently vacant.

Land uses surrounding the properties include Low-Density Residential (LDR) to the north and Commercial to the east, south (across West Live Oak), and west. Zoning to the north is R1, Single Family Residential and C1, Neighborhood Commercial to the east, south (across West Live Oak), and west. While West Live Oak has multiple C1 zoned lots, the area north of this block was developed as a Single Family and has remained residential.

As of July 28, 2023, no letters in response to the public hearing have been received.

FUNDING SOURCE:

FINANCIAL IMPACT:

STAFF RECOMMENDATION:

Planning & Zoning recommended approval on August 2, 2023 with staff's proposed conditions.

Staff recommends approval of the requested changes for the lot abutting 507 W. Walch as the request is in line with the previously approved zoning to the west.

For the larger parcel that extends beyond West Walch, Staff recommends matching the C1 zoning to the rear property line of 507 W. Walch but leaving the remaining portion of the property to the north, R1. This recommendation is in keeping with the existing development patterns as properties abutting West Walch are R1, Single Family Residential with the rear property line of 507 West Walch serving as the transition to C1, Neighborhood Commercial.

COMMUNITY VISIONING/STRATEGIC INITIATIVES:

ATTACHMENTS:

1. Z-2315 - Project Application - 608 W. Live Oak
2. Z-2315 Project Application Bob Walch
3. Z-2315 Zoning Map
4. Z-2315 Staff Recommended Zoning
5. Z-2315 Landuse Map
6. 2023-10 Ordinance Landuse
7. 2023-11 Ordinance Zoning

APPROVAL/REVIEW:



Anna Hudson, Director of Development Services

Date: August 09, 2023



Garret Bonn, Assistant City Manager

Date: August 09, 2023

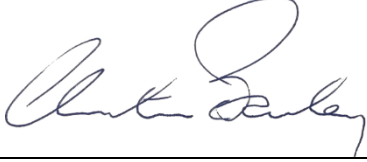
William McKamie, City Attorney

Date: August 09, 2023



Date: August 09, 2023

Shelley Goodwin, City Secretary



Date: August 10, 2023

Clinton Bailey, City Manager



Project Application

City of Fredericksburg - Development Services Department
126 W. Main St., Fredericksburg, TX 78624 – (830)997-7521

A. Project Information (Please complete all items.)

Project Name: 608 W Live Oak

Project Address: 608 W Live Oak, Fredericksburg, TX 78624

Tax ID Number (s): 107412

Application Type (Check all items that apply.)

- | | | |
|--|--|---|
| ☐ Conditional Use Permit | ☐ Minor Plat* | ☐ Site Plan |
| ☒ Land Use Plan Change | ☐ Replat* | ☐ Entry Corridor Design |
| ☒ Zoning Change | ☐ Amending Plat* | ☐ Civil Construction Plans |
| ☐ Annexation* | ☐ Preliminary Plat* | |
| | ☐ Final Plat* | |

Jurisdiction: ☒ City Limits ☐ ETJ

Total Acres: 3.56

No. of Lots: 1

Original Survey & Abstract No:

Legal Description: DUECKER SUBD LOT 2, 3.56

Current Land Use Plan: R1

Proposed Land Use Plan: C1

Current Zoning: R1

Proposed Zoning: C1

Location: 608 W Live Oak

Proposed Use(s): 1.35 acres to C1 - Remaining 2.21 acres to stay R1

Applicant's Signature

Applicant's Role: ☐ Owner ☐ Developer ☒ Other (note role):

I hereby certify that the information supplied with this application is true and correct, and that the paper and electronic copies of the materials submitted are consistent with each other, to the best of my knowledge. I also certify I have authorization from the owner to act on his / her behalf.

Signature:

Haden Simmons

dotloop verified
06/19/23 12:29 PM
CDT
3ZS9-KVJL-RS1S-AM16

Printed Name:

~~Adam Hahn~~

Haden Simmons

Date: 4/8/2023

Staff Use Only

Application No.: _____ Date: _____

*Copy of current Title Search required with application.



Project Application

City of Fredericksburg - Development Services Department
126 W. Main St., Fredericksburg, TX 78624 – (830)997-7521

B. Contact Information (Please complete all items.)

I. Property Owners

Firm Name (if applicable): 608 W Live Oak, LLC

Owner Name: Haden & Ronnie Simmons

Address: 3362 FM 31 N DEBERRY, TX 75639

Phone:

Fax:

Email:

II. Owner's Agent/Engineer/Surveyor (Main contact person responsible for application)

Role: ☐ Agent ☐ Engineer ☐ Surveyor ☒ Other (note role):

Firm Name (if applicable): Adam Hahn (Realtor)

Address: 617CountryCreekLane,Fredericksburg,TX

Primary Contact Name:

Phone: 8304563277

Fax:

Email: ahahn@kw.com

Secondary Contact Name:

Phone:

Fax:

Email:

C. Fee Schedule (Please attach appropriate fee to application.)

- ☐ Conditional Use Permit Application - \$400
- ☐ Site Plan Application Admin - \$300
- ☐ Site Plan Application P&Z - \$400
- ☐ Entry Corridor Design - \$100
- ☒ Application for Zoning Change - \$400
- ☒ Application for Land Use Change - \$300
- ☐ Minor Plat - \$300
- ☐ Replat - \$300 plus \$20 per lot
- ☐ Amending Plat - \$200
- ☐ Preliminary Plat - \$400 plus \$20 per lot
- ☐ Final Plat - \$500 plus \$10 per lot

D. Recording Fee Schedule

For plats, a recording fee will be collected when mylars are presented. The check should be made payable to Gillespie County Clerk and the recording fees are \$121.00 plus \$10.00 per lot.



Project Application

City of Fredericksburg - Development Services Department
126 W. Main St., Fredericksburg, TX 78624 – (830)997-7521

A. Project Information (Please complete all items.)

Project Name: W LIVE OAK ST @ S MILAM ST, TX

Project Address: W LIVE OAK ST @ S MILAM ST, TX

Tax ID Number (s): 21912

Application Type (Check all items that apply.)

- | | | |
|--|--|---|
| ☐ Conditional Use Permit | ☐ Minor Plat* | ☐ Site Plan |
| ☒ Land Use Plan Change | ☐ Replat* | ☐ Entry Corridor Design |
| ☒ Zoning Change | ☐ Amending Plat* | ☐ Civil Construction Plans |
| ☐ Annexation* | ☐ Preliminary Plat* | |
| | ☐ Final Plat* | |

Jurisdiction: ☒ City Limits ☐ ETJ Total Acres: 0.828 No. of Lots: 1

Original Survey & Abstract No: GE0096 - G E CO #96

Legal Description: G E CO #96 0.828

Current Land Use Plan: R1

Proposed Land Use Plan: C1

Current Zoning: R1

Proposed Zoning:

Location: W LIVE OAK ST @ S MILAM ST, TX

Proposed Use(s): C1

Applicant's Signature

Applicant's Role: ☐ Owner ☐ Developer ☒ Other (note role):

I hereby certify that the information supplied with this application is true and correct, and that the paper and electronic copies of the materials submitted are consistent with each other, to the best of my knowledge. I also certify I have authorization from the owner to act on his / her behalf.

Signature: _____

Bob Walch

dotloop verified
06/22/23 4:49 PM CDT
WDPB-QZKC-GV27-IWLD

Printed Name: ~~Adam Hahn~~ Bob Walch

Date: 4/8/2023

Staff Use Only

Application No.: _____ Date: _____

*Copy of current Title Search required with application.



Project Application

City of Fredericksburg - Development Services Department
126 W. Main St., Fredericksburg, TX 78624 – (830)997-7521

B. Contact Information (Please complete all items.)

I. Property Owners

Firm Name (if applicable): W LIVE OAK ST @ S MILAM ST, TX

Owner Name: WALCH, ROBERT J & ELIZABETH K

Address: 775 RANCH ROAD 1STONEWALL, TX 78671

Phone:

Fax:

Email:

II. Owner's Agent/Engineer/Surveyor (Main contact person responsible for application)

Role: ☐ Agent ☐ Engineer ☐ Surveyor ☒ Other (note role):

Firm Name (if applicable): Adam Hahn (Realtor)

Address: 617CountryCreekLane,Fredericksburg,TX

Primary Contact Name:

Phone: 8304563277

Fax:

Email: ahahn@kw.com

Secondary Contact Name:

Phone:

Fax:

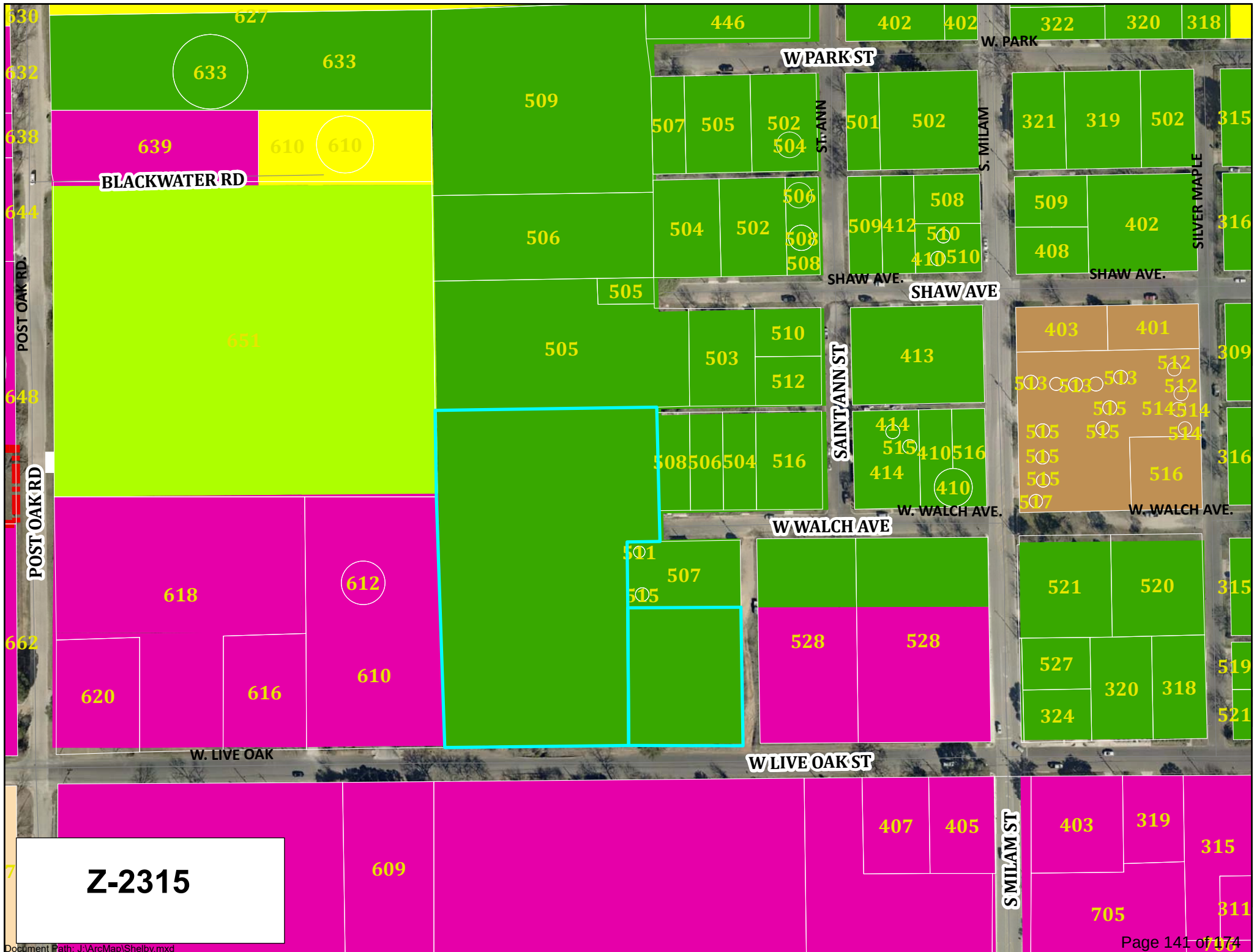
Email:

C. Fee Schedule (Please attach appropriate fee to application.)

- ☐ Conditional Use Permit Application - \$400
- ☐ Site Plan Application Admin - \$300
- ☐ Site Plan Application P&Z - \$400
- ☐ Entry Corridor Design - \$100
- ☒ Application for Zoning Change - \$400
- ☒ Application for Land Use Change - \$300
- ☐ Minor Plat - \$300
- ☐ Replat - \$300 plus \$20 per lot
- ☐ Amending Plat - \$200
- ☐ Preliminary Plat - \$400 plus \$20 per lot
- ☐ Final Plat - \$500 plus \$10 per lot

D. Recording Fee Schedule

For plats, a recording fee will be collected when mylars are presented. The check should be made payable to Gillespie County Clerk and the recording fees are \$121.00 plus \$10.00 per lot.



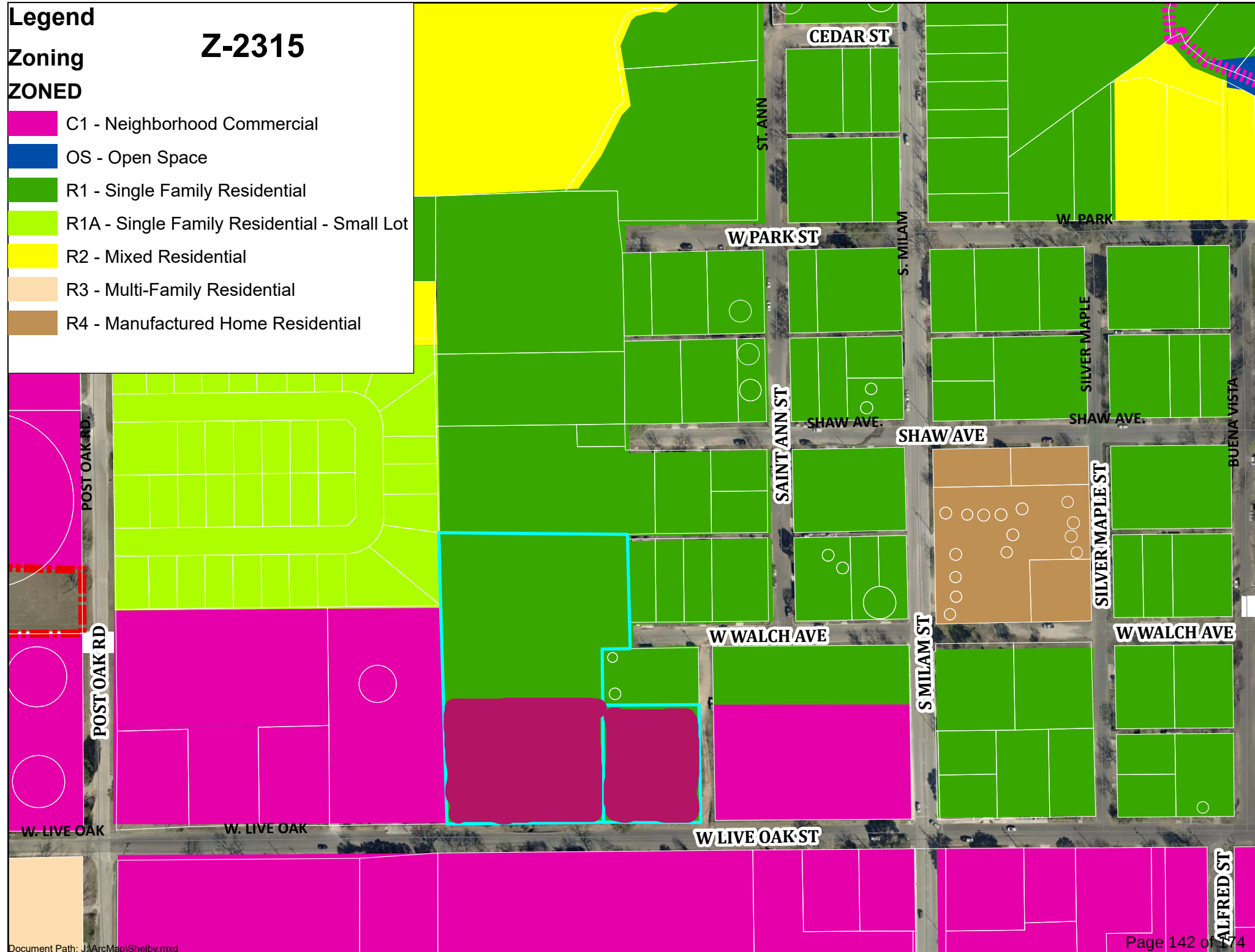
Legend

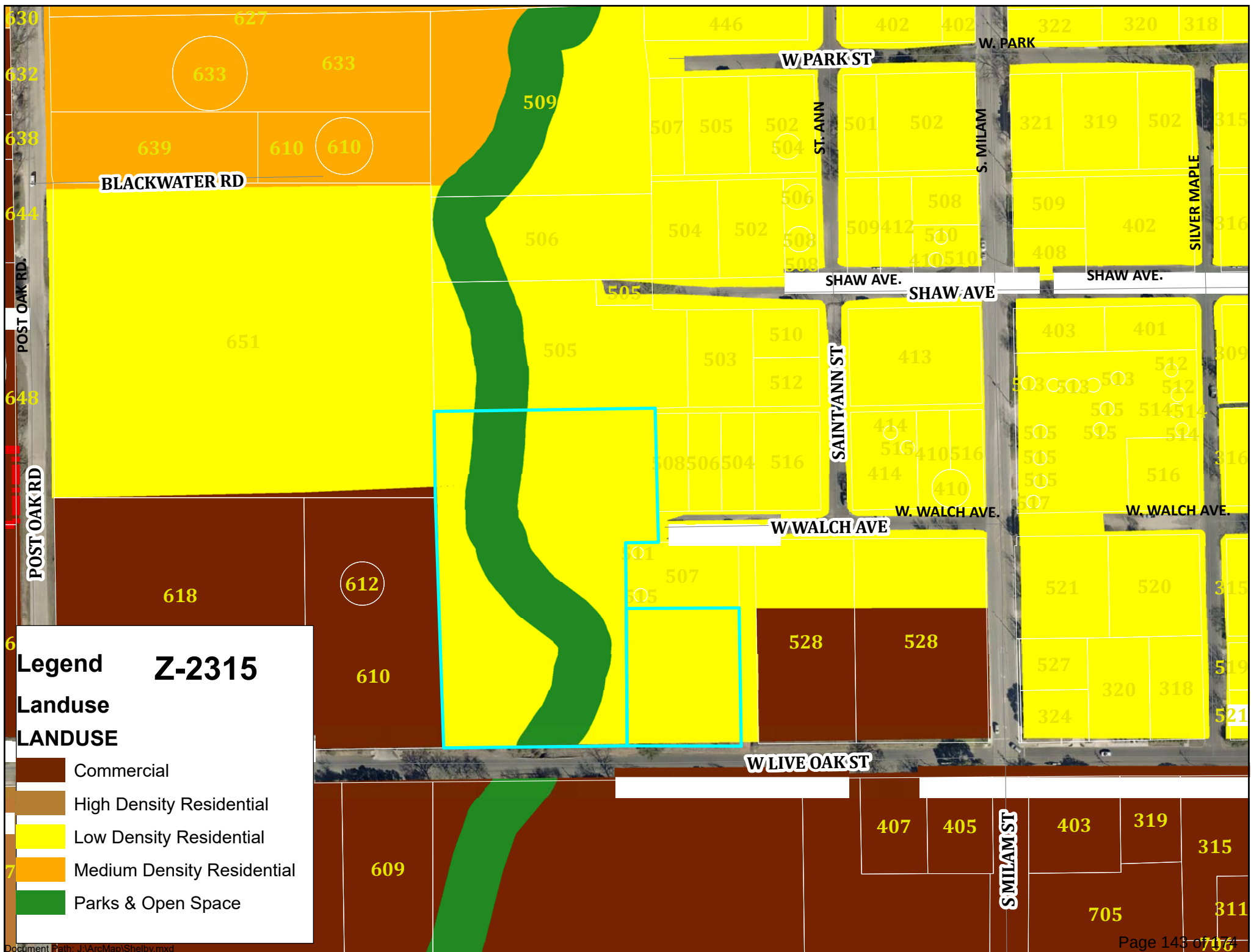
Zoning

ZONED

Z-2315

- | | |
|---|---|
|  | C1 - Neighborhood Commercial |
|  | OS - Open Space |
|  | R1 - Single Family Residential |
|  | R1A - Single Family Residential - Small Lot |
|  | R2 - Mixed Residential |
|  | R3 - Multi-Family Residential |
|  | R4 - Manufactured Home Residential |





Legend Z-2315

Landuse

LANDUSE

- Commercial
- High Density Residential
- Low Density Residential
- Medium Density Residential
- Parks & Open Space

ORDINANCE NO. 2023-10

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FREDERICKSBURG, TEXAS, ADOPTING A CHANGE IN THE COMPREHENSIVE PLAN OF THE CITY OF FREDERICKSBURG, SPECIFICALLY IN THE LAND USE MAP, AS TO APPROXIMATELY 1.33 ACRES OF LAND COMPRISED OF LOT 2 OF THE DUECKER SUBDIVISION AND GERMAN EMIGRATION COMPANY LOT #96 LOCATED IN THE 500 - 600 BLOCKS OF WEST LIVE OAK; CHANGING SAID PROPERTIES FROM LOW DENSITY RESIDENTIAL (LDR) TO COMMERCIAL (C); PROVIDING THAT THE CHANGE BECOME A PART OF THE COMPREHENSIVE PLAN AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, upon adoption of the Comprehensive Plan for the City of Fredericksburg, the City Council recognized, as is required by such Plan, that such Plan is not static but must be re-evaluated in terms of physical, environmental, social, economic and public value factors which have occurred since the adoption of the Plan; and

WHEREAS, the Planning and Zoning Commission of the City of Fredericksburg has re-evaluated such Plan and has recommended that such Plan be changed, and that the Land Use Plan be amended to reflect such change in the land use; and

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FREDERICKSBURG, TEXAS:

Section 1. That the Comprehensive Plan of the City of Fredericksburg is hereby amended to incorporate the certain change to the Land Use Plan as follows:

All of those certain lots, tracts or parcels of land situated in the City of Fredericksburg, Gillespie County, Texas, said land being known as 1.33 acres of land, comprised of Lot 2 of the Duecker Subdivision and German Emigration Company Lot # 96 located in the 500 - 600 Blocks of West Live Oak in the City of Fredericksburg, Gillespie County, Texas and as additionally shown and designated on the Map attached hereto as Exhibit A, are hereby designated as Commercial (C).

Section 2. That all references in City of Fredericksburg Code of Ordinances to the Comprehensive Plan or to the Land Use Map shall henceforth refer to such as are amended hereby.

Section 3. That this Ordinance shall take effect upon the date of its passage.

Passed and Approved on this the 15th date of August 2023.

Jeryl Hoover, Mayor

ATTEST

Shelley Goodwin, City Secretary, TRMC/CMC

APPROVED AS TO FORM:

Mick McKamie, City Attorney

ORDINANCE NO. 2023-11

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FREDERICKSBURG, TEXAS, AMENDING THE ZONING ORDINANCE OF THE CITY AND CHANGING THE ZONING DISTRICT TO APPROXIMATELY 1.33 ACRES OF LAND COMPRISED OF LOT 2 OF THE DUECKER SUBDIVISION AND GERMAN EMIGRATION COMPANY LOT # 96 LOCATED IN THE 500- 600 BLOCKS OF WEST LIVE OAK; CHANGING SAID PROPERTIES FROM SINGLE-FAMILY RESIDENTIAL (R1) TO NEIGHBORHOOD COMMERCIAL (C1); AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, an Application for Rezoning has been submitted by the owners of lots described as approximately 3.56 acres of land comprised of Lot 2 of the Duecker Subdivision and approximately .828 acres of land comprised of German Emigration Company Lot # 96 located in the 500-600 Blocks of West Live Oak in the City of Fredericksburg, Texas, to change the present zoning district of said lots from Single-Family Residential (R1) to Neighborhood Commercial (C1); and

WHEREAS, the Planning and Zoning Commission has determined that such zoning change is in conformity with the uses established by the Comprehensive Land Use Plan of the City of Fredericksburg and is consistent with the objectives of the City of Fredericksburg, based upon positive findings under the review and evaluation criteria established by such ordinance, that the rezoning be enacted in modified form: and

WHEREAS, the City Council has specifically found, following public hearing, that such change is consistent with the objectives of the City of Fredericksburg Zoning Ordinance and Comprehensive Land Use Plan of the City of Fredericksburg and there has not been a protest against rezoning signed by owners of twenty per cent (20%) or more either of the area of the property included in the zoning request or of the area of the property immediately adjoining the same and extending two hundred feet (200') therefrom.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FREDERICKSBURG, TEXAS:

Section 1. That the Zoning Ordinance of the City of Fredericksburg is hereby amended to incorporate the certain change in Zoning district as follows:

All of those certain lots, tracts or parcels of land situation in the City of Fredericksburg, Gillespie County, Texas, said land being described as 1.33 acres of land, comprised of Lot 2 of the Duecker Subdivision and German Emigration Company Lot #96 located in the 500-600 Blocks of West Live Oak in the City of Fredericksburg, Gillespie County, Texas and as additionally shown and designated on the Map attached hereto as Exhibit A, to be and are hereby rezoned and designated as Neighborhood Commercial (C1).

Section 2. That all references in City of Fredericksburg Code of Ordinances to the Zoning Ordinance shall henceforth refer to such as are amended hereby.

Section 3. That this Ordinance shall take effect upon the date of its passage.

Passed and Approved on this the 15th date of August, 2023.

Jeryl Hoover, Mayor

ATTEST

Shelley Goodwin, City Secretary, TRMC/CMC

APPROVED AS TO FORM:

Mick McKamie, City Attorney



CITY COUNCIL AGENDA MEMO

DEPARTMENT: Municipal Judge/Court
TO: Mayor & City Council Members
FROM: Shelley Goodwin, City Secretary
MEETING DATE: August 15, 2023

CATEGORY: OTHER ACTION ITEMS AND
UPDATES

CAPTION: Receive a presentation on the City of Fredericksburg Municipal Court operations (Shelley Becker, Municipal Judge)

PRESENTATION:

SUMMARY:

Judge Shelley Becker, from Fredericksburg Municipal Court, is requesting that the City Council consider passing an ordinance creating a Municipal Court of Record.

BACKGROUND:

The Fredericksburg Municipal Court is currently a court of non-record responsible for the adjudication of all Class C misdemeanor offenses cited by the Fredericksburg Police Department, which includes offenses under the Transportation Code, Penal Code, Health and Safety Code, Alcoholic Beverage Code, and City Ordinances. Appeals from the Administrative Hearing process are also filed in Municipal Court. Finally, the Municipal Court is the truancy court on cases referred by the Fredericksburg Independent School District. Converting to a court of record expands the civil jurisdiction of the court, providing options for code enforcement that extend beyond issuing a citation.

FUNDING SOURCE: General Fund - Municipal
Court

FINANCIAL IMPACT:

STAFF RECOMMENDATION:

COMMUNITY VISIONING/STRATEGIC INITIATIVES:

Business Visioning

ATTACHMENTS:

1. Court of Record

APPROVAL/REVIEW:



Krista Wareham, Director of Finance

Date: August 02, 2023

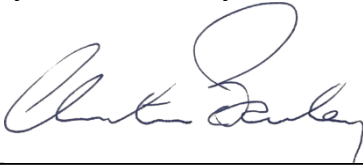
William McKamie, City Attorney

Date: August 02, 2023



Shelley Goodwin, City Secretary

Date: August 07, 2023



Clinton Bailey, City Manager

Date: August 10, 2023



BECOMING A COURT OF RECORD

FREDERICKSBURG MUNICIPAL COURT

Judge Shelley Becker

15 August 2023

HOW DOES THE COMMUNITY BENEFIT?

- **Additional tool for ordinance compliance**
- **Maintain local control over city issues**
- **Fines/Fees kept within city**
- **Efficient use of administrative staff and officers**

WHAT IS THE DIFFERENCE?

Expands Civil Jurisdiction

Changes Appeals Process

Consolidates Ordinance Enforcement

EXPANDS CIVIL JURISDICTION

- Nuisance abatement and removal
- Injunction
- Includes property owned and policed by the city outside city limits
- Administrative search and seizure warrants for investigating health / safety / nuisance ordinance violations
- Civil citation hearings
- Civil judgement enforcement

CHANGES APPEALS PROCESS

Non-Record

- New Trial
- Leap Frog Appeal



Record

- Trial based errors
- Formal court recording
- Rules of Appellate Procedure governs

CONSOLIDATE ORDINANCE ENFORCEMENT

- **Streamline overall process**
- **Efficient use of city employees**
- **Increased standardization**
- **Provides ordinance violation alternatives**

REQUIRED STAFFING

JUDGE	APPOINTED DESIGNATED ADMINISTRATIVE DUTIES MUST BE AN ATTORNEY APPOINT SUBSTITUTE
CLERK	APPOINTED SAME PROCEDURES AS COUNTY CLERK DESIGNATED DUTIES
COURT REPORTER	APPOINTED MAKES TRANSCRIPT IN EVENT OF APPEAL • COST OF TRANSCRIPT PAID FOR BY APPELLANT • COST OF TRANSCRIPT PAID BY CITY IF APPELLANT INDIGENT
HEARING OFFICER	APPOINTED MUST BE AN ATTORNEY

ADDITIONAL CONSIDERATIONS



Recording Software

\$2000 to \$5000 annually



Staffing

**Substitute Judge
Court Reporter**



Future Staff

**Court Coordinator
Full-time Deputy City Attorney**



Drafting and amending ordinance

Law Firm/Attorney



Indigency Fund

Transcript on Appeal

Timeline and Next Steps

- Target date: February 2024
- Finish remodel of courtroom
- Identify and hire staff
- Procure necessary software
- Create and approve court of record ordinance





CITY COUNCIL AGENDA MEMO

DEPARTMENT: Public Information Office

TO: Mayor & City Council Members

FROM: Lea Feuge, Public Information Officer

MEETING DATE: August 15, 2023

CATEGORY: OTHER ACTION ITEMS AND
UPDATES

CAPTION: Receive an update from the Public Information Officer on the City's website analytics, possible mobile app, and mass communication software and provide directions for proceeding (Lea Feuge, Public Information Officer)

PRESENTATION:

SUMMARY:

Per Council and Staff request, recent website analytics are being presented along with information regarding the possible integration of a mobile app. An update is also being given on the new mass communication software. Staff is looking for direction from the Council regarding steps moving forward with improving the City's website and the creation of a mobile app.

BACKGROUND:

CivicPlus has hosted the City's website since 2010. Since then, we have incorporated several CivicPlus products into our public engagement tools including, CivicRec, CivicClerk, and most recently, CivicReady. To continue to improve our public engagement efforts, we would like to look into the possibility of adding CPMobileApp to our toolbox. As more engagement takes place from mobile devices, the creation of a true mobile application would allow users to access the same information easily from their cell phones and tablets as their desktop computers or laptops.

FUNDING SOURCE:

FINANCIAL IMPACT:

STAFF RECOMMENDATION:

Staff is looking for direction from the Council regarding steps moving forward with improving the City's website and the creation of a mobile app.

COMMUNITY VISIONING/STRATEGIC INITIATIVES:

Business Visioning
Government Vision
Family Life Vision
Quality of Life Vision

ATTACHMENTS:

None

APPROVAL/REVIEW:



Lea Feuge, Public Information Officer

Date: August 09, 2023

William McKamie, City Attorney

Date: August 09, 2023



Shelley Goodwin, City Secretary

Date: August 09, 2023



Clinton Bailey, City Manager

Date: August 10, 2023



CITY COUNCIL AGENDA MEMO

DEPARTMENT: City Secretary

TO: Mayor & City Council Members

FROM:

MEETING DATE: August 15, 2023

CATEGORY: CITY MANAGER'S REPORT

CAPTION: City Swimming Pool Update

PRESENTATION:

SUMMARY:

BACKGROUND:

FUNDING SOURCE:

FINANCIAL IMPACT:

STAFF RECOMMENDATION:

COMMUNITY VISIONING/STRATEGIC INITIATIVES:

Business Visioning

Government Vision

Family Life Vision

Quality of Life Vision

ATTACHMENTS:

None

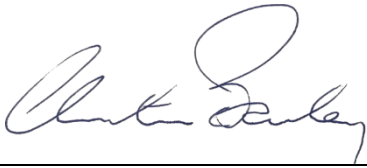
APPROVAL/REVIEW:

William McKamie, City Attorney

Date: August 08, 2023

Shelley Goodwin, City Secretary

Date: August 08, 2023

A handwritten signature in blue ink, appearing to read "Clinton Bailey". The signature is fluid and cursive, with a large loop at the end of the last name.

Clinton Bailey, City Manager

Date: August 10, 2023



CITY COUNCIL AGENDA MEMO

DEPARTMENT: City Secretary
TO: Mayor & City Council Members
FROM:
MEETING DATE: August 15, 2023

CATEGORY: CITY MANAGER'S REPORT

CAPTION: City Manager Monthly Update

PRESENTATION:

SUMMARY:

BACKGROUND:

FUNDING SOURCE:

FINANCIAL IMPACT:

STAFF RECOMMENDATION:

COMMUNITY VISIONING/STRATEGIC INITIATIVES:

Business Visioning
Government Vision
Family Life Vision
Quality of Life Vision

ATTACHMENTS:

None

APPROVAL/REVIEW:

Krista Wareham, Director of Finance

Date: August 02, 2023

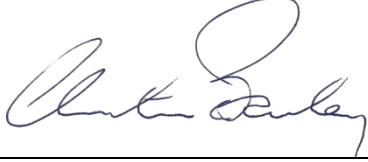
William McKamie, City Attorney

Date: August 02, 2023



Shelley Goodwin, City Secretary

Date: August 07, 2023



Clinton Bailey, City Manager

Date: August 10, 2023



CITY COUNCIL AGENDA MEMO

DEPARTMENT: City Secretary
TO: Mayor & City Council Members
FROM:
MEETING DATE: August 15, 2023

CATEGORY: CITY MANAGER'S REPORT

CAPTION: Renewable Energy Update

PRESENTATION:

SUMMARY:

BACKGROUND:

FUNDING SOURCE:

FINANCIAL IMPACT:

STAFF RECOMMENDATION:

COMMUNITY VISIONING/STRATEGIC INITIATIVES:

Business Visioning
Government Vision
Family Life Vision
Quality of Life Vision

ATTACHMENTS:

None

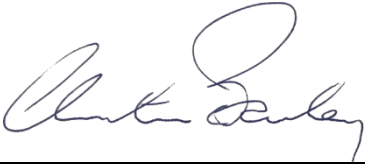
APPROVAL/REVIEW:

William McKamie, City Attorney

Date: August 09, 2023

Shelley Goodwin, City Secretary

Date: August 09, 2023



Clinton Bailey, City Manager

Date: August 10, 2023



CITY COUNCIL AGENDA MEMO

DEPARTMENT: City Secretary
TO: Mayor & City Council Members
FROM:
MEETING DATE: August 15, 2023

CATEGORY: CITY MANAGER'S REPORT

CAPTION: Short-Term Rental (STR) Update

PRESENTATION:

SUMMARY:

BACKGROUND:

FUNDING SOURCE:

FINANCIAL IMPACT:

STAFF RECOMMENDATION:

COMMUNITY VISIONING/STRATEGIC INITIATIVES:

Business Visioning
Government Vision
Family Life Vision
Quality of Life Vision

ATTACHMENTS:

None

APPROVAL/REVIEW:

Clinton Bailey, City Manager

Date: August 10, 2023

City Council Regular Meeting September 5, 2023

2023-105	City Council Minutes August 9, 2023 Joint Work Session with P&Z August 10, 2023 Joint Work Session with Commissioner's Court August 15, 2023 Regular Meeting August 16, 2023 Work Session August 21, 2023 Work Session	Approve-Consent	Shelley Goodwin	City Secretary
2023-440	Receive a presentation on the City Council's duties and responsibilities regarding development and construction	Discussion	Mayor Hoover	
	Continued discussion regarding the need for affordable housing	Discussion	Maor Hoover	

Future Agenda Items

2023-67	Consider the approval of street closure requests for W. Crockett Street from N. Austin to N. Travis Street; W. Schubert (eastbound lane only) from N. Crockett to N. Adams Street, and N. Adams Street (southbound lane only) from W. Schubert to the church entrance on Adams Street; from 5:30 p.m. to 8:30 p.m., on both Friday and Saturday, December 8 & 9, 2023, for the Christmas Journey event hosted by Bethany Lutheran Church.	Consent - Approve	Jennifer Krupa	Parks and Recreation
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2023-74	Consider naming rights for Marktplatz northwest corner project (Fall 2023)	Approve	Andrea Schmidt	Parks and Recreation
2023-340	Award bid cleaning services (September 19th)	Approve	Andrea Schmidt	Parks and Recreation
2023-341	Approve new fees for pool parties based on new pay rates for lifeguards (December 2023)	Approve	Andrea Schmidt	Parks and Recreation
2023-342	Approve new RV, pavilion, Tatsch House and other recreational fees (Fall 2023)	Approve	Andrea Schmidt	Parks and Recreation
2023-	Ordinance 2023 Tax Rate (September 19 th)	Approve	Clinton Bailey and Krista Wareham	City Manager and Director of Finance
2023-	Ordinance FY2024 Budget (September 19 th)	Approve	Clinton Bailey and Krista Wareham	City Manager and Director of Finance
2023-	Award Construction Bid for S. Llano Shared-Use Bridge & Ufer St. Sidewalk Project	Approve	Garret Bonn	City Manager
	Recognition of Patrolman Victor Martinez	Recognize	Clinton Bailey	City Manager
	STR Amendment (October 3, 2023)	Public Hearing	Anna Hudson	Development Services
	Approve New RV fees (September 19 th)	Approve	Andrea Schmidt	Parks and Recreation

Upcoming City Council Meetings

August 16, 2023 - Budget Workshop on all Funds at 1:00 p.m.in the Cardinal Room at Lady Bird Johnson Golf Course

August 21, 2023 - City Council Workshop for Public Hearing on the proposed FY2024 Budget and No-New Revenue Tax Rate at 1:00 p.m.in the Cardinal Room at Lady Bird Johnson Golf Course (Also set the proposed Tax Rate)

September 5, 2023 - City Council Regular Meeting at 9:00 a.m. at the Law Enforcement Center

September 19, 2023 - City Council Regular Meeting adoption of the 2023 Tax Rate and FY2024 Budget at 9:00 a.m. at the Law Enforcement Center

October 3, 2023 - City Council Regular Meeting at 9:00 a.m. at the Law Enforcement Center

October 17, 2023 - City Council Regular Meeting at 9:00 a.m. at the Law Enforcement Center

November 7, 2023 - City Council Regular Meeting at 9:00 a.m. at the Law Enforcement Center

November 21, 2023 - City Council Regular Meeting at 9:00 a.m. at the Law Enforcement Center

December 5, 2023 - City Council Regular Meeting at 9:00 a.m. at the Law Enforcement Center

December 19, 2023 - City Council Regular Meeting at 9:00 a.m. at the Law Enforcement Center



CITY COUNCIL AGENDA MEMO

DEPARTMENT: City Secretary

TO: Mayor & City Council Members

FROM:

MEETING DATE: August 15, 2023

CATEGORY: EXECUTIVE SESSION

CAPTION: Consider and discuss the appointment, evaluation, reassignment, and/or duties of a public officer or employee, specifically Municipal Court Employees [Sec. 551.074] and

PRESENTATION:

SUMMARY:

BACKGROUND:

FUNDING SOURCE:

FINANCIAL IMPACT:

STAFF RECOMMENDATION:

COMMUNITY VISIONING/STRATEGIC INITIATIVES:

Business Visioning

Government Vision

Family Life Vision

Quality of Life Vision

ATTACHMENTS:

None

APPROVAL/REVIEW:

Krista Wareham, Director of Finance

Date: August 02, 2023

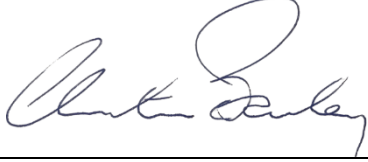
William McKamie, City Attorney

Date: August 02, 2023



Shelley Goodwin, City Secretary

Date: August 07, 2023



Clinton Bailey, City Manager

Date: August 10, 2023



CITY COUNCIL AGENDA MEMO

DEPARTMENT: City Secretary
TO: Mayor & City Council Members
FROM:
MEETING DATE: August 15, 2023

CATEGORY: EXECUTIVE SESSION

CAPTION: Consider and discuss The State of Texas, ex rel. Association Against Fredericksburg Annexations vs. City of Fredericksburg, Texas, pending in 216th District Court [551.071]

PRESENTATION:

SUMMARY:

BACKGROUND:

FUNDING SOURCE:

FINANCIAL IMPACT:

STAFF RECOMMENDATION:

COMMUNITY VISIONING/STRATEGIC INITIATIVES:

Business Visioning
Government Vision
Family Life Vision
Quality of Life Vision

ATTACHMENTS:

None

APPROVAL/REVIEW:

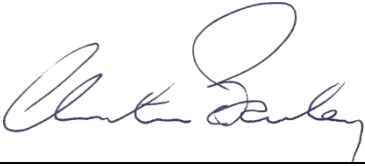
William McKamie, City Attorney

Date: August 08, 2023



Shelley Goodwin, City Secretary

Date: August 09, 2023

A handwritten signature in blue ink, appearing to read "Clinton Bailey". The signature is fluid and cursive, with the first name "Clinton" and last name "Bailey" clearly distinguishable.

Clinton Bailey, City Manager

Date: August 10, 2023