



City of Fredericksburg

City Council Regular Meeting Agenda
Tuesday, June 17, 2025 ~ 9:00 AM
New City Hall at East Campus
2818 E. U.S. Hwy. 290
Fredericksburg, Texas 78624

Jeryl Hoover, Mayor
Emily Kirchner, Mayor Pro-Tem
Bobby Watson, Councilmember

Tony Klein, Councilmember
Todd Eidson, Councilmember
Clinton Bailey, City Manager

The City of Fredericksburg City Council will meet in a regular session on Tuesday, June 17, 2025, at 9:00 AM. The meeting will be live-streamed & available for re-watch on the City's website: fredericksburgtx.portal.civicclerk.com.

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 p.m. the day before the meeting.

- i. Complete the Comment Card online at FBGTX.org;
- ii. Make sure to check the appropriate box (verbal or written);
- iii. Only one 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 agenda item per Comment Card;
- ii. Speakers will be limited to three 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 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 on the basis of the Executive Session discussion. The City Council may also publicly discuss any item listed on the agenda for the Executive Session.

Attendance By Other Elected or Appointed Officials: It is anticipated that the Planning & Zoning Commission, Historic Review Board, and Zoning Board of Adjustment 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 posted subject to the Texas Open Meeting Act.

1. **CALL TO ORDER - Mayor Jeryl Hoover**
2. **INVOCATION - Annette Bennett, City of Fredericksburg Resident**
3. **PLEDGES OF ALLEGIANCE - Mayor Jeryl Hoover will lead the Pledges**
4. **EMPLOYEE RECOGNITION - Years of Service/Awards (Clinton Bailey, City Manager)**
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 the City Council Regular Meeting Minutes for May 6, 2025 and May 20, 2025. (Leticia Vacek, City Secretary)
 - B. Consider approval of Emergency Services Tower Lease Amendments. (Reagan Rabke, Fire Marshal)
7. **ORDINANCES, RESOLUTIONS AND PUBLIC HEARINGS**
 - A. **Request Z-2510:** By Ross Wood with Frost Bank, to Consider a Conditional Use Permit (CUP), Site Plan and Entry Corridor Application per Sec. 3.210, C2, Commercial, to Allow for a Drive-Through Use for Property Located at 1415 East Main Street. The Drive-Through Use Would be in Support of Bank Operations.
 - i. Presentation by the Applicant
 - ii. Presentation by the Staff
 - iii. Hold Public Hearing
 - iv. Take Action on the Conditional Use Permit (CUP)
 - B. **Request Z-2509:** 415 East College - By OSSCA LLC, Sara Aaronson to consider a Conditional Use Permit (CUP) per Sec. to allow for an addition of a bathroom to a legal nonconforming short-term rental (STR).
 - i. Presentation by the Applicant
 - ii. Presentation by the Staff
 - iii. Hold Public Hearing
 - iv. Take Action on the Conditional Use Permit (CUP)
 - C. **Request Z-2507:** By Continental Homes Of Texas, L.P. To Consider a Request For a Conditional Use Permit (CUP) Per Sec. 3,700 And The Approved Planned Unit Development (PUD) To Allow For Development of Single-Family Residential, Accessory Structures, Guest House, Community Recreation, Club Or Lodge, Administrative Services, Storm Water Detention, All Weather Trail,

Open Space, Sign And Mail Boxes For Approximately 70 Acres Located Between West Live Oak And Pyka Road, Addressed as 256 Pyka Road.

- i. Presentation by the Applicant
- ii. Presentation by the Staff
- iii. Hold Public Hearing
- iv. Take Action on the Conditional Use Permit (CUP)

8. OTHER ACTION ITEMS AND UPDATES

- A. Consider public comments on a proposed ordinance repealing the Authorization of Late Hours Alcohol Sales. No action to be taken.
- B. Consideration of the Acceptance of the City's Fiscal Year 2024 Financial Audit. (Krista Wareham, Finance Director)
 - i. Presentation by Kevin Randolph, CPA with Eide Bailly
 - ii. Take action to accept the FY2024 Audit and Financial Statement prepared by Eide Bailly
- C. Consider and award a renewal contract with Quadient Leasing for monthly utility bills printing and mailing services. (Krista Wareham, Director of Finance)
- D. Consider and award a contract for New City Hall Council Chambers Audio/Visual Equipment Build-Out. (Aaron Anderegg, IT Director)
- E. Consider and award a contract for New City Hall Door Key Scan Hardware & Security. (Aaron Anderegg, IT Director)
- F. Consider and award a contract for New City Hall Networking Equipment and Cameras. (Aaron Anderegg, IT Director)
- G. Consider selecting HDR Engineering to complete the Long-Term Water Supply Study and authorizing the City Manager to negotiate a professional services contract up to \$100,000.00 for the project. (Kris Kneese, Director of Public Works/Utilities)
- H. Consider bids received and award a Construction Contract for the Geosynthetics Liner for Landfill Cells #12 and #13. (Kris Kneese, Director of Public Works/Utilities)
- I. Consider and take action on an appeal of the Interim Director of Development Services denial of an STR-Unoccupied permit for property located at 516 West Austin Street on behalf of the owner, Anthony Kenisky. (Tyler Debish, Short Term Rental Specialist)
- J. Consideration and possible action relating to authorizing the City Manager and City Attorney to take all steps necessary to enforce and defend the City's

9. CITY MANAGER'S REPORT

- A. Legislative Update on Status of Bills Passed/Awaiting Signature - Mayor Pro-Tem Kirchner.

10. ITEMS FOR FUTURE AGENDA

- A. City Manager Bailey will review the Future Agenda Items List.

11. EXECUTIVE SESSION

The City Council will recess its open meeting and reconvene in Executive Session pursuant to Texas Government Code Sections as denoted for each item.

- A. Consider and discuss the Civil Action No. 1:24-CV-00701-D11 Joseph Brillhart, Laura Brillhart, and Sally Clark, Plaintiffs, v. City of Fredericksburg, Texas, pending United States District Court for the Western District of Texas, Austin Division - Texas Government Code Section 551.071. (Mick McKamie, City Attorney)
- B. Consultation with the City Attorney regarding the enforcement of Standardized Business Ordinance 18-002 Texas Government Code Section 551.071. (Mick McKamie, City Attorney)
- C. Quarterly Legal Matters Update - Texas Government Code Section 551.071. (Mick McKamie, City Attorney)
- D. Consider and discuss the appointment, reappointment, or reassignment of City Board/Commission members to fill vacancies on the Historic Review Board, Planning & Zoning Commission, and Zoning Board of Adjustment - Texas Government Code Section 551.074. (Leticia Vacek, City Secretary)

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, Leticia Vacek, posted this Agenda at 4:45pm, June 12, 2025 on the bulletin board of the City of Fredericksburg City Hall, 126 W. Main St., Fredericksburg, Texas.

Leticia Vacek

Leticia Vacek, TRMC/CMC/MMC
City Secretary/RMO



CITY COUNCIL AGENDA MEMO

DEPARTMENT: City Secretary
TO: Mayor & City Council Members
FROM:
MEETING DATE: June 17, 2025

CATEGORY: CONSENT

CAPTION: Consider approval of the City Council Regular Meeting Minutes for May 6, 2025 and May 20, 2025. (Leticia Vacek, City Secretary)

PRESENTATION:
[PRESENTER_NO_BR]

SUMMARY:

BACKGROUND:

FUNDING SOURCE:

FINANCIAL IMPACT:

STAFF RECOMMENDATION:

COMPREHENSIVE PLAN GUIDING PRINCIPLE:

Neighborhood Quality
Workforce
Tourism
City Center
Mobility
Small Town Sensitive Growth
Governance

ATTACHMENTS:

1. May 6, 2025 Regular City Council Minutes
2. May 20, 2025 City Council Regular Meeting Minutes

APPROVAL/REVIEW:



Leticia Vacek, City Secretary

Date: June 10, 2025



William McKamie, City Attorney

Date: June 11, 2025



Clinton Bailey, City Manager

Date: June 11, 2025



City of Fredericksburg

City Council Regular Meeting Minutes
Tuesday, May 6, 2025 ~ 9:00 AM
New City Hall at East Campus
2818 E. U.S. Hwy. 290
Fredericksburg, Texas 78624

City Council

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

City Staff

Clinton Bailey, City Manager
Garret Bonn, Assistant City Manager
Leticia Vacek, City Secretary
Mick McKamie, City Attorney
Lynn Bizzell, Fire Chief
Brian Vorauer, Police Chief
Krista Wareham, Director of Finance
Kris Kneese, Director of Public Works/Utilities
Evan Williamson, Intrm Dvlpmt Serv Director
Aaron Anderegg, IT Director
Sean Doerre, Public Information Officer
Derek Seelig, PD Lt.
Sibyl Deckard, Staff Engineer
Alyssa Rivera, PD Outreach Specialist
Leslie Ball Embrey, Asst to City Secretary

1. **CALL TO ORDER**

Mayor Jeryl Hoover called the meeting to order.

2. **INVOCATION**

Shelley Horn, Fredericksburg Church of Latter-day Saints provided the invocation.

3. **PLEDGES OF ALLEGIANCE**

Mayor Jeryl Hoover led the Pledges.

4. **PROCLAMATION - Historic Preservation Month**

Mayor Hoover read and presented a proclamation for Historic Preservation Month to the Gillespie County Historical Society and Shelby Collier.

5. **COUNCIL COMMENTS**

Councilmember Briley congratulated Councilmember Watson and Councilmember-elect Todd Eidson on their successful campaigns. He also extended thanks to Cheryl Rowan and Charlie Kiehne for offering to serve our community. He thanked our Vietnam Veterans for their service honoring the 50th Anniversary of the end of the Vietnam War noting that at Sunday's event, General Hagee was the keynote speaker. He noted Tammy King's countless volunteer hours with Rotary members that put the event together. He reported the State of the Burg to be May 14th at the Rock Box Theater. He noted the Chamber's after 5 celebration for small business week to be held at Lock Stock and Barrel, 5-7 pm on May 6th. He reported that the CVB and Chamber are partnering for Fun after 5 on May 8th celebrating National Tourism Week and its impact. He announced Founders Day took place with 230 attendees at their luncheon and 627 individuals visiting the Pioneer Museum that weekend. He added that a ribbon cutting was held at the Jenschke House that was recently renovated by Richard Laughlin and his team. He encouraged all to see this amazing property, with well-done landscape.

Councilmember Klein thanked Randy for his 2 years of service to this community. He noted that he really appreciated Randy for what he has done even though he is a Navy guy, as Tony served in the Air Force. He congratulated Bobby and Todd for winning the election and noted the low voter turnout indicating that about 7,000 City voters did not vote. He noted that it only took him 5 minutes to vote. He added that people do complain to the City Council but if you did not vote, do not complain. He also spoke to the newspaper that wrote last week that the city was going to Stage 5, or we will possibly go to Stage 5. He added that this council and the City Manager have not had that discussion. He did appreciate the rain lately, so that may delay any decision. He mentioned water conservation and no need to water when it rains. He also noted letters were being mailed to customers watering on the weekends. Lastly, he mentioned that the city has been in Stage 4 since he was a young man and we are not at Stage 5.

Mayor Pro-Tem Kirchner noted her ditto to what everyone else has said. She noted that she was grateful for the peaceful and respectful election. She congratulated Bobby and Todd. She reported Frontier Fest at Fort Martin Scott was a fun event. There was a US Calvary Competition re-enactment which was remarkably interesting. She added there were visitors from Quebec, Canada, Mexico, England, Florida, Germany, France, New Zealand, Minnesota, and New York. She added that this week was Travel & Tourism week, Small Business week, and Teacher Appreciation week. She wished all the moms a Happy Mother's Day this Sunday. She added that she attended the Economic Development Commission meeting and learned about the entrepreneurs' program that is ongoing at FISC. She added that they need mentors, and it is an interesting and promising program that will benefit our students.

Councilmember Watson gave a shout out to all city voters that voted and especially for everybody that voted for him. He stated that he was extremely excited to continue serving the residents of Fredericksburg for another 2 years. He added this would be his last term on Council having served about 11 or going on 12 years. He expressed his enthusiasm about serving the City of Fredericksburg. He added that we are blessed to live in an incredibly special town, and it is an honor to serve the people of Fredericksburg.

Mayor Hoover could not agree more with Councilmember Klein with regards to the voter turnout. He noted the same when he ran in 2022 adding that it's disappointing because this town was built on a heritage of becoming Americans. He stated that being able to express your free will in elections has come to the point where we have a 15% turn out for City Elections. He noted he was preaching to the choir; thus, he thanked everyone that made time to be present today to address the council on the issues that matter to each one. He also expressed congratulations to Bobby and Todd and his appreciation to outgoing Councilmember Randy Briley. He added that he found Randy to be a thoughtful and studious Councilmember and could count on him to do his homework noting he was a good person. He personally thanked Randy for his contribution to the Council as a whole. He added that Randy would be missed on Council. He also expressed his gratitude to Councilmembers Klein and Kirchner who continue to be powerful colleagues.

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 Regular City Council Minutes for March 18, 2025. (Leticia Vacek, City Secretary)
- B. Consider Approval of Street Department Annual Construction Material Bid Award. (Kris Kneese, Director of Public Works/Utilities)

Mayor Pro-Tem Kirchner moved to approve Consent Items 6A and 6B. Councilmember Briley seconded the motion. The motion carried unanimously.

- C. Consider approval of the Fiscal Year 2026 Budget Calendar and Directives. (Krista Wareham, Finance Director)

Krista Wareham presented the FY 2026 Budget Calendar and Directives. The Council adjusted the budget calendar dates of July 10 and August 26 with July 9th and August 21st. Mrs. Wareham also provided a brief update of the City's Q2 Financials.

Mayor Pro-Tem Kirchner moved to approve the Budget Calendar as revised and the Directives for Fiscal Year 2026. Councilmember Watson seconded the motion. The motion carried unanimously.

7. OTHER ACTION ITEMS AND UPDATES

- A. Receive and discuss presentation on proposal for the creation of a joint City-County Medical Services Advisory Council. (Mayor Hoover and Councilmember Klein)

Mr. George Studor presented a power point for the creation of a joint City-County Medical Services Advisory Council. Mayor Pro-Tem Kirchner mentioned the

organization named "Connecting the Vine" among other non-profits that were already involved in similar efforts. Mayor Hoover also echoed Mrs. Kirchner's comments and thanked George for his efforts noting that there are other non-profits that oversee the same efforts being put forth already. No action was taken on said item.

- B. Consider a Request for Hotel Occupancy Tax (HOT) Funding from Der Stadt Friedhof Cemetery (Mayor Jeryl Hoover)

Councilmember Briley moved to provide an additional \$16,000 in HOT Funding for the Der Stadt Friedhof Cemetery. Mayor Pro-Tem Kirchner seconded the motion. The motion carried unanimously.

8. CITY MANAGER'S REPORT

- A. Public Comment - Community perception related to Alcohol Consumption on Main Street.

Erica Castro, Jenn Keller, Michael Berman, Eric Hammerson, Carol Hammerson, Annette Bennett, Tim Dooley, Melissa Guensler, John Graham Jr., Charlie Kiehne, Tony VanDyke, Kelsey Morgan and Robert Garcia all spoke on their perception related to alcohol consumption on Main Street while several speakers detailed their individual experiences.

Chief Vorauer stated that he wanted everyone to know that he heard them and the police department heard them. He noted the department has been tracking numbers since 2019 and that is when they saw a spike in public intoxication and driving under the influence. He added since 2019, they have consistently been reporting about 60% of all arrests each year are for public intoxication and DWI's and it is a top priority for the police department. He commented that TABC has shifted from an enforcement agency to an administrative agency. The police department continues to communicate with them on concerns and issues. TABC has planned to conduct an operation in Gillespie County, but the details are unknown at the time.

Lt. Derek Seelig commented on the patrols' activities and said that downtown is especially heavy on weekends. He added that Patrol will do bar walk throughs especially at the establishments that we have received concerns with. Mayor Hoover thanked everyone for attending the meeting and speaking on this matter, adding that if these issues are not reported to the Police Department, it is difficult to address. He encouraged everyone to report any issues they encounter to assist the police department in managing these situations. Again, he thanked everyone for taking time to come to the meeting and speak on said item.

9. ITEMS FOR FUTURE AGENDA

- A. City Manager Bailey will review the Future Agenda Items/Events.

City Manager Bailey presented the Future Agenda Items and Upcoming Events. Councilmember Briley mentioned that it took 12 months to provide proposals to the City Council relating to the City's Charter Amendments. He noted that said item be noted. City Manager Bailey replied that it is one of the topics of the

upcoming City Council Work Session in which future Charter Amendments will be discussed.

10. EXECUTIVE SESSION

The City Council will recess its open meeting and reconvene in Executive Session pursuant to Texas Government Code Section - 551.071:

- A. Consultation with City Attorney - Former Texas Rangers Foundation 380 Agreement and Ground Lease per Section 551.071 of the Texas Government Code.
- B. Consider and discuss Civil Action No. 1:24-CV-00701-D11 Joseph Brillhart, Laura Brillhart, and Sally Clark, Plaintiffs, v. City of Fredericksburg, Texas, pending United States District Court for the Western District of Texas, Austin Division per Section 551.071 of the Texas Government Code.

Mayor Hoover announced that the City Council would recess into executive session at 11:03 am to discuss the Items 10A and 10B. Mayor Hoover reconvened the regular meeting at 11:18 am and announced that no action would be taken.

11. 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. No action.

12. ADJOURN

Mayor Hoover adjourned the meeting at 11:18 am.

ATTEST:

Jeryl Hoover, Mayor

Leticia Vacek, TRMC, CMC, MMC
City Secretary/RMO



City of Fredericksburg

City Council Regular Meeting Minutes
Tuesday, May 20, 2025 ~ 9:00 AM
New City Hall at East Campus
2818 E. U.S. Hwy. 290
Fredericksburg, Texas 78624

Jeryl Hoover, Mayor
Emily Kirchner, Mayor Pro-Tem
Bobby Watson, Councilmember
Tony Klein, Councilmember
Randy Briley, Outgoing Councilmember
Todd Eidson, Councilmember-Elect

Clinton Bailey, City Manager
Garret Bonn, Assistant City Manager
Leticia Vacek, City Secretary
Mick McKamie, City Attorney
Lynn Bizzell, Fire Chief
Brian Vorauer, Police Chief
Krista Wareham, Director of Finance
Kris Kneese, Director of Public Works/Utilities
Evan Williamson, Intrm Dvlpmnt Serv Director
Aaron Anderegg, IT Director
Sean Doerre, Public Information Officer
Derek Seelig, PD Lt.
Sibyl Deckard, Staff Engineer
Alyssa Rivera, PD Outreach Specialist
Leslie Ball Embrey, Asst to City Secretary

1. **CALL TO ORDER**

Mayor Jeryl Hoover called the meeting to order.

2. **INVOCATION**

Pastor Ray Tiemann of Bethany Lutheran delivered the Invocation.

3. **PLEDGES OF ALLEGIANCE**

Mayor Jeryl Hoover led the Pledges.

At this time, Mayor Hoover addressed Item 7A followed by Item 4.

4. **CEREMONIAL ITEMS/RECOGNITION**

A. Recognition of Outgoing Councilmember Randy Briley.

Mr. Jim Mikula, Chamber of Commerce CEO read their Chamber Board Resolution and presented it to Randy.

Mayor Hoover presented Randy a crystal award as a small token of Appreciation on behalf of the Council for his service.

B. Presentation of Certificate of Election to Newly Elected Councilmembers.

Mayor Hoover presented a Certificate of Election to Bobby Watson and Todd Eidson and Councilmember Eidson took his seat at the dias.

C. Administration of Ceremonial Oath of Office to Councilmembers Bobby Watson and Todd Eidson.

Judge Becker administered a ceremonial oath of office to Councilmembers Watson and Eidson. City Secretary Vacek noted that she had previously administered the official Statement of Elected Officer and Oath of Office.

5. COUNCIL COMMENTS

Councilmember Eidson stated that he was ready to get to work.

Councilmember Klein stated that he did not have any comments.

Mayor Pro-Tem Kirchner stated she attended the Texas Municipal League Conference for small cities hosted by Fredericksburg at the Hangar Conference Center this past week and it was wonderful. There were over 160 city officials from around the state. We got to hear about new trends, development and all kinds of things. TXDOT, Gillespie County and City of Fredericksburg staff had a transportation coordinator meeting last week and it went well. She added that June 5th was the Farmers Market with water-wise conservation as the spotlight and will have folks from City of Fredericksburg, Hill Country Underground Water Conservation District, Irrigators, and Landscapers talking about ways to conserve water. Craft Beer Festival will be June 13 & 14th at Marktplatz and that is also the same dates as the Texas Frontiers adventure out at Fort Martin Scott.

Councilmember Watson thanked Randy for his service and said it was a privilege to serve with you. He congratulated Todd and noted he is looking forward to working with him. Also a big thank you to the people of Fredericksburg. It has been an honor and privilege to serve with you, and I look forward to the next 2 years. I will do my best and will work hard to make the best decisions for the residents of Fredericksburg. On May 13th, he reported he attended the Meuse Groundbreaking at the Y. He added there was a good crowd, and they have moved a lot of dirt so far. They are estimating a 2-year construction. On May 14th he reported that he attended the Chamber State of the Burg and Ray Perryman had an exceptionally good talk about the national economy, state economy and local economy. On May 16th he attended the EDC meeting and on May 19th the Airport meeting. During EDC meeting, Mike Starks presented on real estate on the property sold in Gillespie County which was down 8.84% thus, there is a slowing in the real estate market. He also reported 82 STRs that are listed as well as 862 units for sale on the market.

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 April 15, 2025, Regular Meeting. (Leticia Vacek, City Clerk)
- B. Approve a street closure request for the Fredericksburg Food & Wine Festival - Austin Street Dinner, taking place on October 24, 2025, at Marktplatz (Jennifer Krupa, Assistant Director of Parks and Recreation/Special Events Coordinator)
- C. Consider approval of a 5-year lease agreement with Decor IQ for the budgeted installation of Christmas Lights at Marktplatz. (Andrea Schmidt, Director of Parks & Recreation)

Councilmember Watson moved to approve consent agenda Items 6A through 6C. Councilmember Klein seconded the motion. The motion carried unanimously.

7. ORDINANCES, RESOLUTIONS AND PUBLIC HEARINGS

- A. Ordinance 2025-15 adopting the canvassed tabulated results and declaring the Official Results of the City's May 3, 2025, General Election. (Leticia Vacek, City Secretary)

Councilmember Klein moved to approve the adoption of Ordinance 2025-15. Councilmember Briley seconded the motion. The motion carried unanimously.

- B. Request Z-2506: By Lynn Development LLC to Consider a Zoning Change from C2, Commercial to M1, Light Manufacturing for Property Located on the Southeast Corner of South Creek and Hwy 87 South. Also, referred to as ABS A0735 S R Wilson 338, 2.362 Acres Including PT of Lot 2, Friendship Oaks.
 - i Presentation by the Applicant
 - ii Presentation by the Staff
 - iii Hold Public Hearing
 - iv Take Action on Ordinance 2025-16 amending the zoning from C2 to M1

A representative of Lynn Development LLC presented said item requesting consideration for a zoning change from C2 to M1 for the property.

Mr. Williamson presented noting the approval of the Planning and Zoning Commission of the request.

Mayor Hoover declared the public hearing open and asked if there was anyone present to speak and to come forward to address the Council. There being no comments; Mayor Hoover declared the public hearing closed.

Mayor Pro-Tem Kirchner moved to approve the adoption of Ordinance 2025-16. Councilmember Klein seconded the motion. The motion carried unanimously.

C. Request Z-2505: By James and Anne Lorys to Consider the Following:

1. Ordinance 2025-17 to Amend the Land Use Plan from Medium Density Residential (MDR) to Commercial (C) for Property Located at 807 South Eagle Street.
2. Ordinance 2025-18 to change from R2, Mixed Residential to C1, Neighborhood Commercial for Property Located at 807 South Eagle Street.

- i. Presentation by the Applicant
- ii. Presentation by Staff
- iii. Hold a Public Hearing
- iv. Take action on Ordinance 2025-17
- v. Take action on Ordinance 2025-18

Mr. James and Anne Lorys addressed the Council and presented their request to amend the land use plan from MDR to C and to change a portion of the property from R2 to C1 all located at 807 South Eagle Street.

Mr. Williamson presented said item noting that the Planning and Zoning Commission recommended approval.

Mayor Hoover declared the public hearing open and asked if anyone was present to speak on said item to come forward. There being none, Mayor Hoover declared the public hearing closed.

Mayor Pro-Tem Kirchner moved to approve the adoption of Ordinance 2025-17. Councilmember Klein seconded the motion. The motion carried unanimously.

Mayor Pro-Tem Kirchner moved to approve the adoption of Ordinance 2025-18. Councilmember Klein seconded the motion. The motion carried unanimously.

8. OTHER ACTION ITEMS AND UPDATES

- A. Consider and take action on an appeal of the Interim Director of Development Services denial of an STR-Facility permit for property located at 108 Hale Street on behalf of the owner, Alexander Bazhenov. (Tyler Debish, Short Term Rental Specialist)

Mr. Alexander Bazhenov, applicant presented an appeal for the denial of the STR permit for his property located at 108 Hale Street. He brought forth additional documentation that showed he was in Germany working with the Department of Defense. He also indicated that he did make an effort to renew the permit prior to the expiration of the permit on his property. A discussion ensued with regard to the realtor failing to inform Mr. Bazhenov of the 90-day requirement to transfer the permit once the property changes ownership.

Mayor Pro-Tem Kirchner moved to deny the appeal request for an STR permit at 108 Hale Street. Councilmember Klein seconded the motion. The motion carried unanimously.

- B. Receive a Presentation and Discuss Potential Voluntary Annexation Request for Property Located at 612 Hollmig Lane. (Evan Williamson, Interim Director of Development Services)

A presentation of the development was made by Mark Cornett. A brief discussion ensued and after due consideration by the Council, it was the consensus of the Council to take no action.

- C. Receive Bids and Consider the Construction Contract for Landfill Cells #12 and 13. (Kris Kneese, Director of Public Works/Utilities)

Mr. Kneese recommended the award of bid to Geo-Synthetics Systems in the amount of \$537,503.94.

Councilmember Klein moved to approve the award of bids recommended by staff. Mayor Pro-Tem Kirchner seconded the motion. The motion carried unanimously.

- D. Consider Professional Services Contract for Construction Management and Inspection Services for Landfill Cells 12 and 13. (Kris Kneese, Director of Public Works/Utilities)

Mr. Kneese recommended the award of a professional services contract to Biggs & Matthews Environmental in the amount of \$185,800.

Councilmember Klein moved to approve the award as recommended by staff. Councilmember Watson seconded the motion. The motion carried unanimously.

- E. Elect Mayor Pro-Tem for the 2025-2026 Term. (Leticia Vacek, City Secretary)

Mayor Hoover indicated that Emily has done a great job as the Mayor Pro-Tem for the last year and entertained a motion to continue with the term for a second year.

Councilmember Klein moved to have Emily Kirchner continue as the Mayor Pro-Tem for the 2025-2026 Term. Councilmember Eidson seconded the motion. The motion carried unanimously.

9. CITY MANAGER'S REPORT/LEGISLATIVE REPORT

- A. The City Manager's Report and the Legislative Update.
Mayor Pro-Tem Kirchner provided an update on the proposed bills related to Health, Development Services, Finance, Fire, and others that would affect the city.

10. ITEMS FOR FUTURE AGENDA

- A. City Manager Bailey will review the Future Agenda Items List with the Council.
City Manager Bailey reviewed the list noting that there being no items for June 3, 2025, the Council would not meet that date. He referenced items that would come forth for consideration such as items for the new Council Chamber and City Hall for audio, visual, key scan door security, and network cameras. He also mentioned the contract for a long-term water supply study.

Mr. Bailey reported that on Thursday, the Council would hold their annual strategic Work Session to set their community priorities for 2025. He noted a few other items including a review of the City Council Rules of Procedures, future Charter Amendment Election, brief Council Orientation among many others.

Lastly, Mr. Bailey mentioned Fredericksburg Citizen University will meet on May 27th at 6pm at the John Wm Klein Room while the second Town Hall series has been scheduled for May 28th at 6pm at The Preserve.

11. ADJOURN

Mayor Hoover adjourned the meeting at 10:21 am.

Jeryl Hoover, Mayor

Attest:

Leticia Vacek, TRMC, CMC, MMC
City Secretary/Records Mgmt. Officer



CITY COUNCIL AGENDA MEMO

DEPARTMENT: Fire/EMS

TO: Mayor & City Council Members

FROM:

MEETING DATE: June 17, 2025

CATEGORY: CONSENT

CAPTION: Consider approval of Emergency Services Tower Lease Amendments. (Reagan Rabke, Fire Marshal)

PRESENTATION:
[PRESENTER_NO_BR]

SUMMARY:

West Central Wireless is selling their towers to K2 Towers. Fire EMS has radio/paging equipment on two of their towers. Fire EMS has had a lease with West Central Wireless, and this amendment extends the lease with K2 Towers to continue using the radio/paging equipment on the towers.

BACKGROUND:

West Central Wireless is selling their towers to K2 Towers. Fire EMS has radio/paging equipment on two of their towers, one at 3856 N. Ranch Road 783, Harper, Texas 78631 "Harper" and one at 8499 N. State Hwy 16, Fredericksburg, Texas 78624 "Kneese". Fire EMS has had a lease with West Central Wireless since the early 2000's and this amendment extends the lease with K2 Towers to continue using the radio/paging equipment on the towers.

Fire EMS needs these two tower sites to be able to page the rural Volunteer Fire Departments. These towers also serve as a backup for all County Fire departments and EMS to the LCRA radio system, which all public safety entities use in the county, in case that system would, for some reason, go down/fail.

FUNDING SOURCE: We already budget the lease for the two tower sites in the Fire EMS budget

FINANCIAL IMPACT:

The price for the lease is expected to decrease slightly from \$3292.50 to \$3228.00

STAFF RECOMMENDATION:

Staff recommends the approval of this amendment and asks for approval to sign the contract.

COMPREHENSIVE PLAN GUIDING PRINCIPLE:

Governance

ATTACHMENTS:

1. Kneese & Harper Tower Amnd

APPROVAL/REVIEW:



Date: June 11, 2025

Lynn Bizzell, Fire Chief



Date: June 12, 2025

William McKamie, City Attorney



Date: June 12, 2025

Leticia Vacek, City Secretary



Date: June 12, 2025

Clinton Bailey, City Manager

CARTER, BOYD, LISSON & HOHENSEE

A Professional Corporation
ATTORNEYS AT LAW
515 West Harris Ave., Suite 100
San Angelo, Texas 76903

JAMES A. CARTER, *of counsel*
JAMES A. BOYD, JR.
JEFFREY S. LISSON
MINDY L. HOHENSEE
JENNIFER M. MICHALEWICZ

TELEPHONE (325) 655-4889
FAX NO. (325) 657-2070
www.carterboyd.com

May 7, 2025

Our File No.
12310-100

City of Fredericksburg
Attn: City Manager
126 West Main
Fredericksburg, Texas 78624

Re: Communications Tower – West Central Wireless

Dear Sir or Madam:

Our firm represents Texas RSA 15B2 Limited Partnership doing business as West Central Wireless (“West Central Wireless”). We are contacting you on behalf of the Tower Lease Agreements (“Lease Agreements”) for the following sites:

- ST074 Harper, 3856 N. Ranch Road 783, Harper, Texas 78631; and
- ST078 Kneese, 8499 N. State Hwy 16, Fredericksburg, Texas 78624

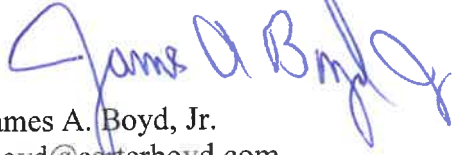
West Central Wireless has entered into an agreement with K2 Towers, III, LLC (“K2”) to sell all of its communications towers to K2, including the ones listed above subject to the Lease Agreements. K2 Towers owns and operates towers through the United States and West Central Wireless believes that K2 has the knowledge and ability to operate the towers in order to continue the service for many years to come.

Enclosed is a Tenant Estoppel Certificate. We ask that you sign each of these documents and return them to our office in the enclosed stamped envelope. The Estoppel Certificate contains information regarding the Lease Agreements and we are asking that you verify that information when you sign and return the Estoppel Certificate.

If you have any questions please do not hesitate to contact me at (325) 655-4889 or Mike Higgins or Griff Griffin at (325) 944-9016.

Very truly yours,

CARTER, BOYD, LISSON & HOHENSEE
A Professional Corporation



James A. Boyd, Jr.
jboyd@carterboyd.com

Enclosures
cc: West Central Wireless

TENANT ESTOPPEL CERTIFICATE
(ST074 Harper)

The undersigned ("Tenant") is a party to that Tower Lease Agreement (the "Tower Space License") dated June 1, 2009, by and between Texas RSA 15B2 Limited Partnership, a Texas limited partnership (the "Tower Owner"), and Tenant, pursuant to which Tenant is leasing space on the Tower Owner's communications tower (the "Tower") at the tower site located at 3856 N Ranch Road 783, Harper, Texas 78631. The Tower Owner is in the process of selling the Tower and related assets, including, without limitation, the Tower Owner's rights and obligations under the Tower Space License (collectively, the "Transferred Assets"), to K2 Towers III, LLC, a Delaware limited liability company ("Buyer"), and hereby requests that Tenant certify certain facts to Buyer in order to induce Buyer to consummate its acquisition of the Transferred Assets.

Tenant hereby covenants, agrees and certifies to Buyer and its successors and assigns that: (i) the Tower Space License is in full force and effect according to its terms; (ii) the present term of the Tower Space License expires on May 31, 2025¹, subject to renewal according to the terms of the Tower Space License; (iii) neither Tenant nor, to Tenant's knowledge, the Tower Owner is in default under the Tower Space License; (iv) the monthly rental payment due under the Tower Space License is \$134.50²; (v) Tenant's equipment is presently installed and operating at the Tower and Tenant does not intend to remove its equipment and facilities from the Tower and/or terminate its utilization of the Tower prior to the expiration of the present term of the Tower Space License; and (vi) the Tower Space License has not been amended.

Tenant hereby acknowledges and agrees that Buyer and its successors and assigns will rely on this Certificate in agreeing to acquire the Transferred Assets.

TENANT:

Gillespie County Emergency Services

By: _____

Its: _____

Dated: _____

¹ NTD: The term of the Tower Space License is month-to-month.

² NTD: The rent is scheduled to increase to \$137.19 per month on June 1, 2025.

TENANT ESTOPPEL CERTIFICATE

(Landlord Site Designation: ST078/ Kneese)

The undersigned ("Tenant") is a party to that Tower Lease Agreement (the "Tower Space License") dated June 1, 2009 by and between Texas RSA 15B2 Limited Partnership dba Five Star Wireless (the "Tower Owner"), and Tenant, pursuant to which Tenant is leasing space on the Tower Owner's communications tower (the "Tower") at the tower site located at 8499 N. State Hwy 16, Fredericksburg, TX. The Tower Owner is in the process of selling the Tower and related assets, including, without limitation, the Tower Owner's rights and obligations under the Tower Space License (collectively, the "Transferred Assets"), to K2 Towers III, LLC, a Delaware limited liability company ("Buyer"), and hereby requests that Tenant certify certain facts to Buyer in order to induce Buyer to consummate its acquisition of the Transferred Assets.

Tenant hereby covenants, agrees and certifies to Buyer and its successors and assigns that: (i) the Tower Space License is in full force and effect according to its terms; (ii) the present term of the Tower Space License is May 31, 2025¹, subject to renewal according to the terms of the Tower Space License; (iii) neither Tenant nor, to Tenant's knowledge, the Tower Owner is in default under the Tower Space License; (iv) the monthly rental payment due under the Tower Space License is \$134.50²; (v) Tenant's equipment is presently installed and operating at the Tower and Tenant does not intend to remove its equipment and facilities from the Tower and/or terminate its utilization of the Tower prior to the expiration of the present term of the Tower Space License; and (vi) the Tower Space License has not been amended.

Tenant hereby acknowledges and agrees that Buyer and its successors and assigns will rely on this Certificate in agreeing to acquire the Transferred Assets.

TENANT:

Gillespie County Emergency Services

By: _____

Its: _____

Dated: _____

¹ The term of the Tower Space License is month-to-month.

² NTD: The rent is scheduled to increase to \$137.19 per month on June 1, 2025.



CITY COUNCIL **AGENDA MEMO**

DEPARTMENT: Development Services

TO: Planning and Zoning Commission

FROM: Evan Williamson, Assistant City Engineer

MEETING DATE: June 17, 2025

SECTION: ORDINANCES, RESOLUTIONS AND
PUBLIC HEARINGS **ITEM:** A.

CAPTION: **Request Z-2510:** By Ross Wood with Frost Bank, to Consider a Conditional Use Permit (CUP), Site Plan and Entry Corridor Application per Sec. 3.210, C2, Commercial, to Allow for a Drive-Through Use for Property Located at 1415 East Main Street. The Drive-Through Use Would be in Support of Bank Operations.

- i. Presentation by the Applicant
- ii. Presentation by the Staff
- iii. Hold Public Hearing
- iv. Take Action on the Conditional Use Permit (CUP)

SUMMARY:

A Site Plan, Conditional Use Permit (CUP) and Entry Corridor application has been submitted to allow a "drive-through" associated with Frost Bank for property located at 1415 E Main Street.

The proposed development would include a 20 ft tall building approximately 5,366 sq ft in size and will provide 30 parking spaces as well as 4 "drive-through" lanes for bank customers that allow for a multiple-car stack in each lane. The property is located in the Entry Corridor and will provide a sidewalk along US Hwy 290 East.

BACKGROUND: **Site Area:** Approximately 5.6 Acres OR 245,377 sq ft

Zoning: C2, Commercial - Entry Corridor [Sec.3.210](#)

Building Coverage: 2% (5,366 sq ft) (75% Maximum) [Sec.3.210](#)

Impervious Coverage: 25% (80% Maximum) [Sec.3.210](#)

Heights: 20 Ft (38 Ft Maximum) [Sec.3.210](#)

Sidewalk: A sidewalk is provided along the HWY 290 East property line.

Access: The driveway proposed on HWY 290 East will require TxDOT permitting and approval.

Parking: 1 parking space per 400 sq ft is required for a total of 14 spaces. The applicant has chosen

to provide 30 spaces to accommodate bank customers and employees. [Sec. 7.864](#)

Drive Through Stacking: The drive-through consists of 4 lanes that allow for stacking in each lane. Sec. 5.460

Landscape and Screening: Plans are required per Sec. 7.920 and should include One (1) tree per 75 LF required. Off-street parking shall have ten (10) sq ft interior landscaping for each parking space. A strip of land at least five (5) ft in depth located between the abutting right-of-way and the off-street parking areas or other vehicular 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 placed along the perimeter. Screening along the perimeter of the property is not required per Sec. 7.940, however, screening of the dumpster is required per Sec. 7.980. A Landscape Plan has been provided and approved.

Refuse: A dumpster is located towards the south end of the parking lot and will be fully screened. Sec. 7.940

Public Hearing Notices: As part of the Public Hearing process, Staff must notify property owners that own property within 200 ft of the subject property. As of 06/11/25 no responses have been received

[Entry Corridor Design Guidelines and Standards Review](#)

Staff reviewed the renderings and provided the application feedback regarding the design on May 12, 2025. Please see staff's review of the proposed design attached to this memorandum.

1.1 - 1.4 Architectural Style: The architectural style of the entry corridor should be reflective of the Texas Hill Country aesthetic (1.2)

2.1 - 2.6 Architectural Materials: The use of Limestone and Stucco are appropriate (2.1 & 2.6)

3.1 - 3.4 Architectural Color: The use of neutral colors is appropriate (3.1-3.4)

4.1 - 4.8 Architectural Features: The design includes a clearly defined front door and canopy and, while the front facade does not have equally spaced windows and doors, there is clearly a rhythm along the facade. (4.1 - 4.8)

5.1 - 5.7 Massing & Scale: The design uses a variation of materials that breaks down the mass and scale of the building (5.1- 5.7)

6.1 - 6.4 Signage: The project has not provided a complete sign package at this time but intends to comply with 6.1 - 6.4.

7.1 - 7.4 Building Height: The building heights fall within the maximum allowed building height of 38 ft and the applicant took the Commission's feedback regarding the tower and has removed that element from the design, further lowering the height to 20 feet. (7.1-7.4)

8.1 - 8.4 Setbacks & Frontage: Doors and entryways shall be constructed facing the entry corridor and any side streets. The design as proposed is appropriate. (8.1)

9.1 - 9.13 Landscaping: Landscaping, including planting of trees, shall be provided as a buffer between the street and parking area. The project should minimize grading and preserve existing

vegetation whenever possible (9.1-9.13)

10.1 - 10.7 Lighting: All lighting will comply with Ordinance 24-014. (10.1-10.7)

11.1 - 11.7 Service Areas: The applicant states that there are no loading/unloading areas in the development (11.1 - 11.7)

12.1 - 12.7 Parking and Access: New surface parking areas are discouraged within view of Hwy 290 East and should be situated behind buildings and screened from street view. (12-1-12.7)

13.1 - 13.4 Drainage & Storm Water: The applicant is encouraged to consider LID techniques such as rain barrels, cisterns, and naturalized landscaping 13.1

14.1 - 14.8 Street scape: Create a quality built environment with the inclusion of amenities such as street furnishing, plantings, artworks to enhance the places that people will walk, gather or recreate. (14.1-14.8)

Sec. 5.460 - Review and evaluation criteria for Conditional Use Permits. Contains 13 items that must be considered when reviewing a Conditional Use Permit. Of these 13 items, Staff found that the applicant has met or responded to all requirements.

- Conformance with applicable regulations and standards established by the Zoning Regulations.
- 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.
- 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.
- 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.
- 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.
- Protection of persons and property from erosion, flood or water damage, fire, noise, glare and similar hazards and impacts.
- Location, lighting, and type of signs; the relation of signs to traffic control and adverse effect of signs on adjacent properties.
- Adequacy and convenience of off-street parking and loading facilities. 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.
- Determination that the proposed use will comply with each of the applicable provisions of these Zoning Regulations.
- 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.
- 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.

- 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.

Sec. 5.471 - Conditions - The Planning and Zoning Commission, in considering and determining its recommendation on any request for a Conditional Use Permit, may require from the applicant's plans, information, operation data, and expert evaluation concerning the location, function and characteristics of any buildings or uses proposed. The Commission may recommend reasonable conditions which will ensure the intent and purposes of the Zoning Regulations and avoid the creation or detrimental effects upon abutting properties which may include, but not limited to, the following:

Duration of Use	Time Period in which the proposed use shall be developed or constructed	Fences, hedges and walls
Surfacing of parking areas	Regulation of noise, vibration, odors, etc	Regulation of use or uses
Special yards, spaces and buffers	Requiring street, service road or alley dedications and improvements or appropriate bonds	Regulation of locations of vehicular ingress and egress

Including such other conditions that will make possible that the development occurs in an orderly and efficient manner, and in conformity with the intent and purposes of applicable ordinances.

STAFF RECOMMENDATION: The application was reviewed for conformity with all applicable regulations, including Sec. 7.131, Sec. 5.460 and Sec. 3.210 and after review by the Development Review Committee (DRC), Staff has the following recommendations:

Staff recommends approval of the Site Plan, Conditional Use Permit for a Drive-Through and Entry Corridor application. The proposed development provides adequate stacking for the Drive-Through and appropriately conveys vehicular traffic throughout the development and the design and style as presented appropriately convey the Hill Country aesthetic.

Staff recommends approval of the Site Plan and Conditional Use Permit (CUP) conditioned upon the following:

- Approval of Civil Construction Plans
- TxDOT approval of driveway permit

During the Planning and Zoning Commission's consideration of the project on 6/4/2025, the motion to approve with staff recommendations was carried 5-2.

ATTACHMENTS:

1. Z-2502 Location Map
2. Z-2510_ Review Comments combined
3. 250519 DRC Response Memo
4. Z-2510 Revised Site Plan
5. 250519 Frost Bank Elevations and Renderings
6. Z-2510 - Public Hearing Map
7. Z-2510 Mailing Labels
8. Z-2510_Zoning Application_CUP

APPROVAL/REVIEW:

Shelby Collier, Senior Planner

Date: June 12, 2025



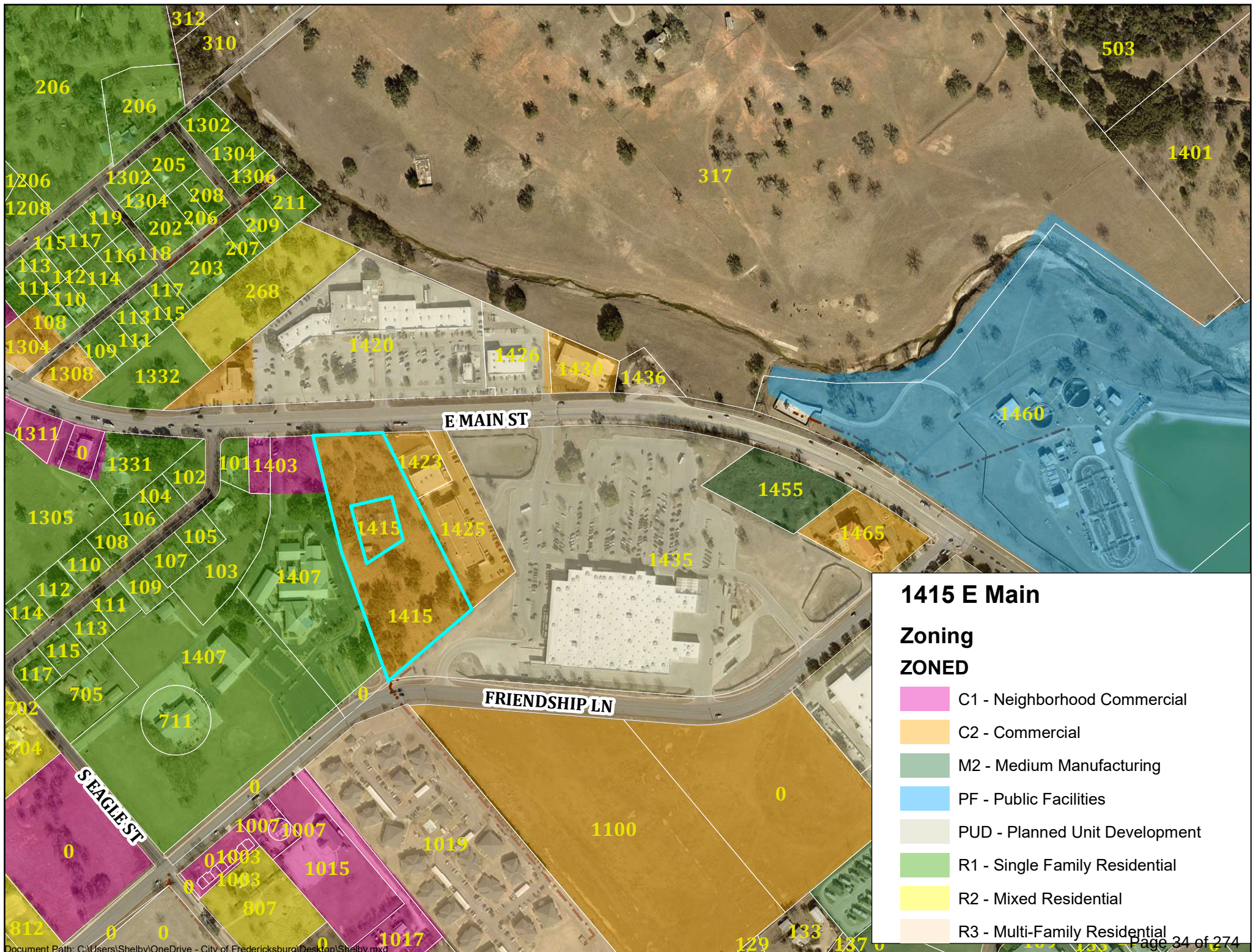
William McKamie, City Attorney

Date: June 12, 2025



Clinton Bailey, City Manager

Date: June 12, 2025





May 12, 2025

Brandon Breazeale
Pape Dawson Engineers
bbreazeale@pape-dawson.com

RE: Z-2510 – Review Comments for a Conditional Use Permit/Entry Corridor Application to allow for a Drive Thru Associated with a Bank at 1415 East Main

Dear Mr. Breazeale,

Project will require Planning and Zoning approval scheduled for **June 4, 2025**, at 2818 US 290 East (HEB Room at the former University Center – City Hall East Campus), please have a representative present at the meeting.

Please review the following comments and address appropriately. Please provide a written response as to how the items are addressed in addition to the revised Plat by **Monday, May 19th, 2025**

Plans will not be reviewed or considered without a response sheet.

- Western property line to be screened [Sec. 7.940](#)
- Staff does not recommend over parking. [Sec. 7.131](#)
- Landscaping plans will be required prior to issuance of a building permit. [Sec. 7.920](#)
- Entry Corridor 1.2-1.4 the proposed style is not in keeping with the Entry Corridor Design Guidelines and Standards. The proposed tower is not a common design feature found in Fredericksburg nor is it compatible with the design traditions of the regional Texas Hill Country aesthetic. In addition the flat roofs and “Modern” architecture is not a typical style for Fredericksburg.
- Entry Corridor 4.4. The windows and doors should be evenly spaced and provide a rhythm to the design.

The City of Fredericksburg

126 W. Main St. • Fredericksburg, Texas 78624-3708 • (830) 997-7521 • Fax (830) 997-1861

- Entry Corridor 6.1. A landscaped base area shall be provided for monument signs.
- Entry Corridor 7.2. Work with existing streetscape and define heights that are appropriate to create a welcoming environment and consistency.
- Entry Corridor 7.4. Actual or implied floor-to-floor heights above 15-20 feet on the exterior should be avoided, as a building may begin to lose its “human scale” appearance.
- Entry Corridor 9.1 – 9.13. Needs to be addressed. A landscaping plan has not been submitted.
- Entry Corridor 10. A Good example of compliant lighting is Guadalupe Bank, 804 S Adams.
- Entry Corridor 12.5. A landscaping plan is required and should include 1 tree per 8 parking spaces.
- Entry Corridor 12.15. The design should minimize the need for pedestrians to cross parking aisles and landscaped areas. Separated pedestrian walkways should be incorporated into the parking lot design.
- Entry Corridor 14.5. Create a quality built environment with the inclusion of amenities such as street furnishing, plantings, artworks to enhance the places that people will walk, gather or recreate.

Engineering Comment:

1. Project will require submission of civil construction plans
2. Please provide approved TxDOT permits for driveway and utility construction

The following items will be required to proceed with the project.

- Approval of Civil Construction Plans
- Recording of approved Final Plat
- Approval of a Landscape Plan

For information regarding these comments please contact Jan Musgrove with Development Services at 830-990-2079 or jmusgrove@fbgtx.org

Jan Musgrove

Jan Musgrove, Planner 1
Development Review Committee (DRC)

The City of Fredericksburg

126 W. Main St. • Fredericksburg, Texas 78624-3708 • (830) 997-7521 • Fax (830) 997-1861

MEMO

TO: Development Review Committee (DRC) **DATE:** 5/19/2025

FROM: Brandon Breazeale, P.E. *BB* **PROJECT NO.:** 13530-00

CC:

RE: Frost Financial Center – Fredericksburg

We have reviewed your Conditional Use Permit comments dated May 12, 2025, for the above-referenced project, and offer the following responses.

1. Western property line to be screened Sec. 7.940

Response: *The western property line is screened with evergreen shrubs, except in areas around directional signage to maintain visibility. Additionally, a mature hedge exists along the neighboring property.*

2. Staff does not recommend over parking. Sec. 7.131

Response: *Parking over minimum required is provided due to the parking demands seen from other similar developments, however it is the intent for 14 of these spaces to be used as employee parking. Additionally, we do not anticipate a large volume of pedestrian traffic based on the surrounding developments.*

3. Landscaping plans will be required prior to issuance of a building permit. Sec. 7.920

Response: *Landscaping plans were provided with original submittal, and updated Landscaping Plans have been provided.*

4. Entry Corridor 1.2-1.4 the proposed style is not in keeping with the Entry Corridor Design Guidelines and Standards. The proposed tower is not a common design feature found in Fredericksburg nor is it compatible with the design traditions of the regional Texas Hill Country aesthetic. In addition the flat roofs and “Modern” architecture is not a typical style for Fredericksburg.

Response: *Design has been revised to remove all flat roof areas with parapet walls. There is no longer any tower element for the Frost Room as it's roof peak matches the rest of the building. The design and material choices for the design are a take of the regional Texas Hill Country aesthetic.*

MEMO

Frost Financial Center – Fredericksburg

5/19/2025

Page 2 of 3

5. Entry Corridor 4.4. The windows and doors should be evenly spaced and provide a rhythm to the design.

Response: *Windows and doors are spaced and designed in a way which provides rhythm to the design. The primary façade has larger windows to provide ample daylight into the building as well as to meet the standard outlined in section 4.5*

6. Entry Corridor 6.1. A landscaped base area shall be provided for monument signs.

Response: *This requirement will be met. A landscaped base is planned for in the current Landscape Plans provided with this re-submittal.*

7. Entry Corridor 7.2. Work with existing streetscape and define heights that are appropriate to create a welcoming environment and consistency.

Response: *This has been considered. The neighboring buildings are the O'Reilly Auto Parts and Wal-Mart to the Southeast, First Baptist Church to the Northwest, and a multi-tenant development across the street. All of these structures with the exception of the First Baptist Church are single story buildings with flat roofs and parapet walls. Our building height is 20'-0" at the peak of the sloped roof and is single story, which are both appropriate per section 7.4*

8. Entry Corridor 7.4. Actual or implied floor-to-floor heights above 15-20 feet on the exterior should be avoided, as a building may begin to lose its "human scale" appearance.

Response: *This requirement is met with the revised design submission that removes any tower element from the Frost Room.*

9. Entry Corridor 9.1 – 9.13. Needs to be addressed. A landscaping plan has not been submitted.

Response: *Landscaping plans were provided with original submittal, and updated Landscaping Plans have been provided with this re-submittal.*

10. Entry Corridor 10. A Good example of compliant lighting is Guadalupe Bank, 804 S Adams.

Response: *Comment acknowledged.*

11. Entry Corridor 12.5. A landscaping plan is required and should include 1 tree per 8 parking spaces.

Response: *This requirement will be met, an updated Landscaping Plan has been provided with this re-submittal.*

12. Entry Corridor 12.15. The design should minimize the need for pedestrians to cross parking aisles and landscaped areas. Separated pedestrian walkways should be incorporated into the parking lot design.

Response: *Additional sidewalks and pedestrian crossing locations have been added to minimize the need for pedestrians to cross parking aisles and landscapes areas.*

MEMO

Frost Financial Center – Fredericksburg

5/19/2025

Page 3 of 3

13. Entry Corridor 14.5. Create a quality built environment with the inclusion of amenities such as street furnishing, plantings, artworks to enhance the places that people will walk, gather or recreate.

Response: *Shrub planting is provided along the main building façade and at the main building entrance, where most people walk. Native plants with year-round interest are used. The building overhang, lighting, and signage enhance visitors' ease and comfort as they navigate the site.*

Engineering Comment:

14. Project will require submission of civil construction plans

Response: *Comment acknowledged.*

15. Please provide approved TxDOT permits for driveway and utility construction

Response: *Comment acknowledged.*

The Following Items Will Be Required To Proceed With The Project:

16. Approval of Civil Construction Plans

Response: *Comment acknowledged.*

17. Recording of approved Final Plat

Response: *Comment acknowledged.*

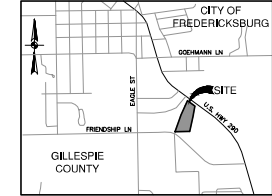
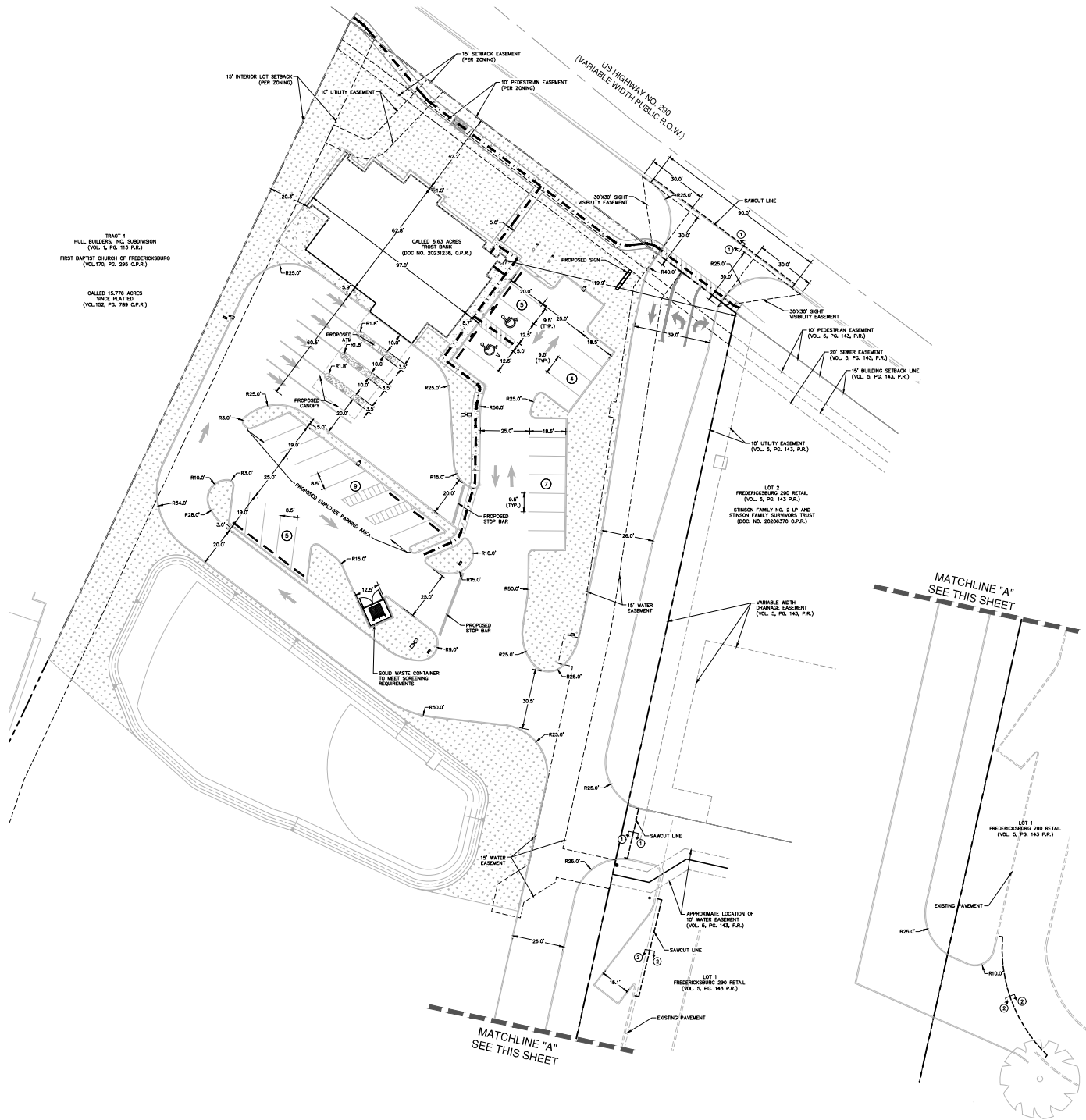
18. Approval of a landscape Plan

Response: *Comment acknowledged.*

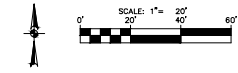
We hope this material adequately responds to your questions and comments. If you have any questions or require additional information, please do not hesitate to contact our office at your earliest convenience.

End of Memo

P:\135\30\00\Word\Memos\250514 DRC Comments.docx



LOCATION MAP
NOT-TO-SCALE



LEGEND

- | | |
|---|--|
|  | PROPERTY LINE |
|  | PROPOSED CURB |
|  | EXISTING CURB |
|  | ACCESSIBLE ROUTE |
|  | CONCRETE SIDEWALK |
|  | LANDSCAPE AREA (±24,979 SF) |
|  | PROPOSED PARKING SPACE COUNT |
|  | PROPOSED LIGHT FIXTURE
(REFERENCE ELECTRICAL PLANS) |

KEYED NOTES:

- 
 CONCRETE TO ASPHALT PAVEMENT JUNCTION

 CONCRETE TO CONCRETE JUNCTION

PROJECT NOTES:

- ADDRESS = 1415 E MAIN ST, FREDERICKSBURG, VA 22604
- PROPOSED NAME =
- PROPOSED USE = FINANCIAL SERVICES
- ZONING = COMMERCIAL (C2)
- LOT SIZE =
- PROPOSED SQUARE FOOT =
- ACTUAL 23,277 SF
- IMPROVEMENTS =
- MAXIMUM BLOSS =
- PROPOSED = 2,505
- BUILDING COVER =
- PROPOSED = 5,067 SF (2,200%)
- FROM TRAILER =
- REQUIRED = 15'
- SIDE SETBACK (WEST) =
- REQUIRED = 15'
- SIDE SETBACK (EAST) =
- REQUIRED = 15'
- SIDE SETBACK (WEST) =
- REQUIRED = 15'
- BACK SETBACK =
- REQUIRED = 15'
- PROPOSED OF =
- TYPE OF CONSTRUCTION = TYPE II-B
- BUILDING OCCUPANCY = B, BUSINESS
- BUILDING SQUARE FOOTAGE = 5,066 SF
- BUILDING HEIGHT =
- MAXIMUM 2 STORIES, 20 FEET
- ACTUAL 1 STORY, 20 FEET
- PLANNED DEVELOPMENT TRAILER WITHIN THE 15' ANNUAL CHANCE FLOODPLAIN
- ALL EXISTING LOTTING SHALL BE NOTIFY CITY COMPLIANT.

RETAIL - SITE / PARKING SUMMARY TABLE	
SITE ZONING	C2
GROSS FLOOR AREA (SQ. FT.)	5,366
BUILDING USE	BANK
MINIMUM PARKING RATIO 1 TO 400	14
PROPOSED PARKING	STANDARD 28 TOTAL: 30
ACCESSIBLE PARKING:	STANDARD
REQUIRED ACCESSIBLE PARKING	2 (TOTAL)
REQUIRED WITH VAN ACCESS PARKING	1 (TOTAL)
REQUIRED ACCESSIBLE EV PARKING	2 (TOTAL, WITH 1 FOR VAN)
PROPOSED ACCESSIBLE EV PARKING	1 (TOTAL)

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**FROST
FINANCIAL CENTER - FREDERICKSBURG**
1415 E. MAIN ST. FREDERICKSBURG, TX, 78264

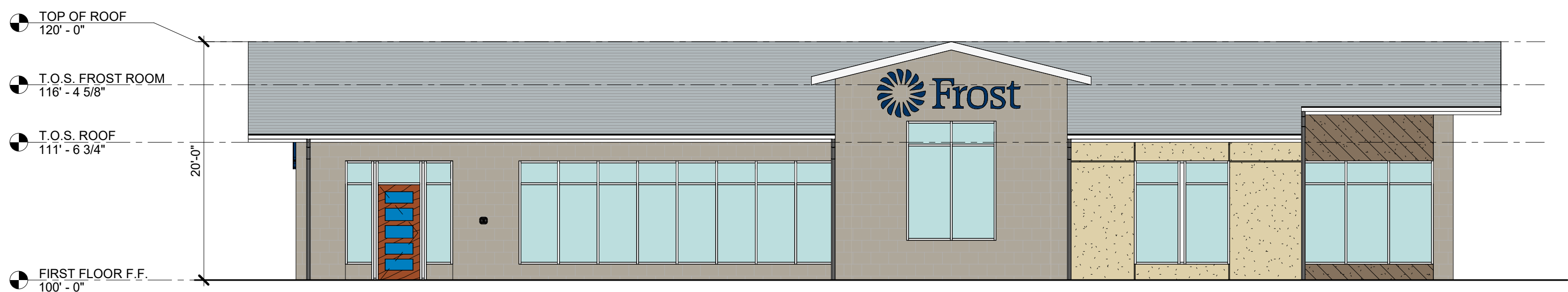
This document is released
for INTERIM REVIEW purposes
ONLY under the authorization
of Curtis E. Lee, P.E.
#94999 on 5/19/2025
This document is not to be
used for CONSTRUCTION.

ENGINEERING WORK PREPARED BY ENGINEERS 1. INSTRUCTIONS FOR THE USER: 1. INSTRUCTIONS FOR THE USER: 1. INSTRUCTIONS FOR THE USER:		
NO. DESCRIPTION DATE		

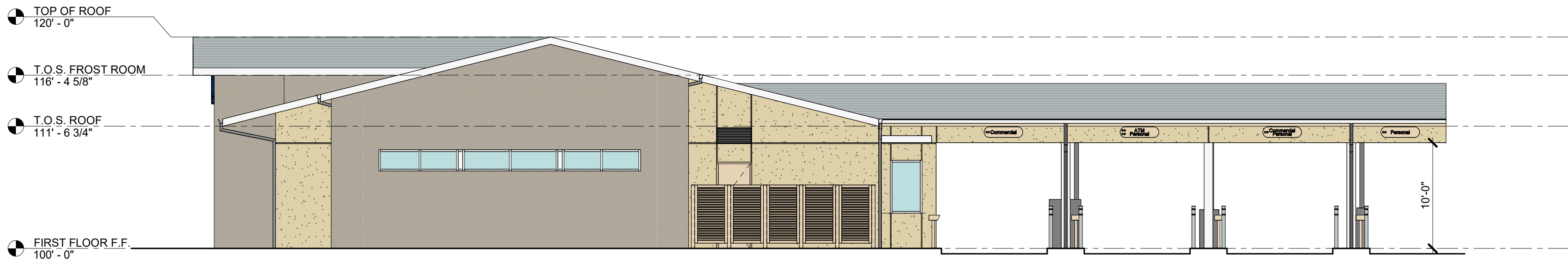
5/19/2025
Project No. 13530.00
CONTRACT
DOCUMENTS
SITE PLAN

Sheet No
EX. 2

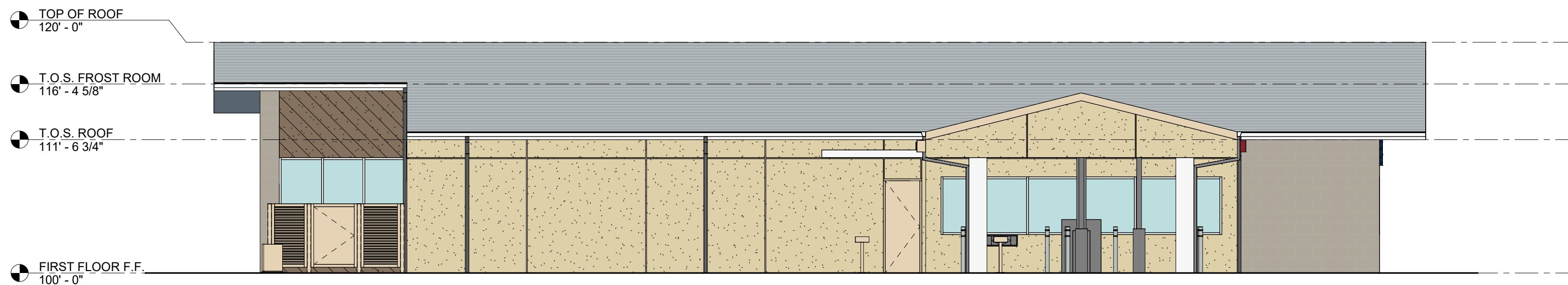
CONTRACT DOCUMENTS



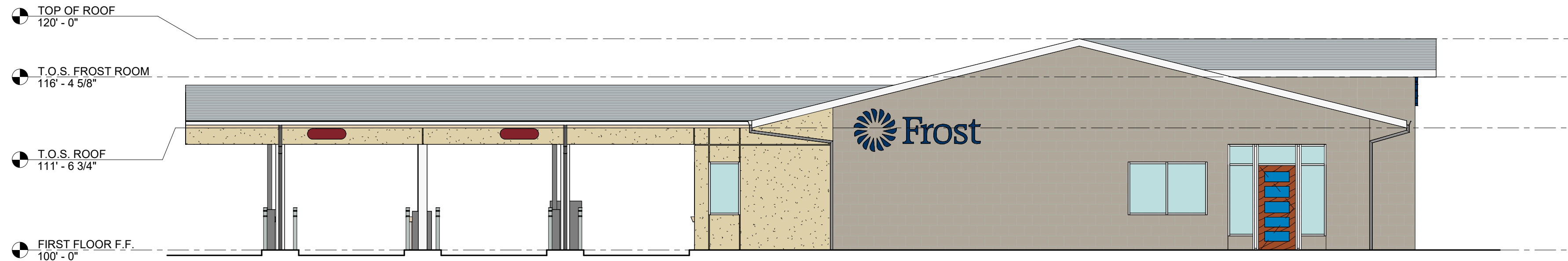
1 NORTH ELEVATION
SCALE: 1/8" = 1'-0"



2 WEST ELEVATION
SCALE: 1/8" = 1'-0"



3 SOUTH ELEVATION
SCALE: 1/8" = 1'-0"



4 EAST ELEVATION
SCALE: 1/8" = 1'-0"



NORTHEAST PERSPECTIVE



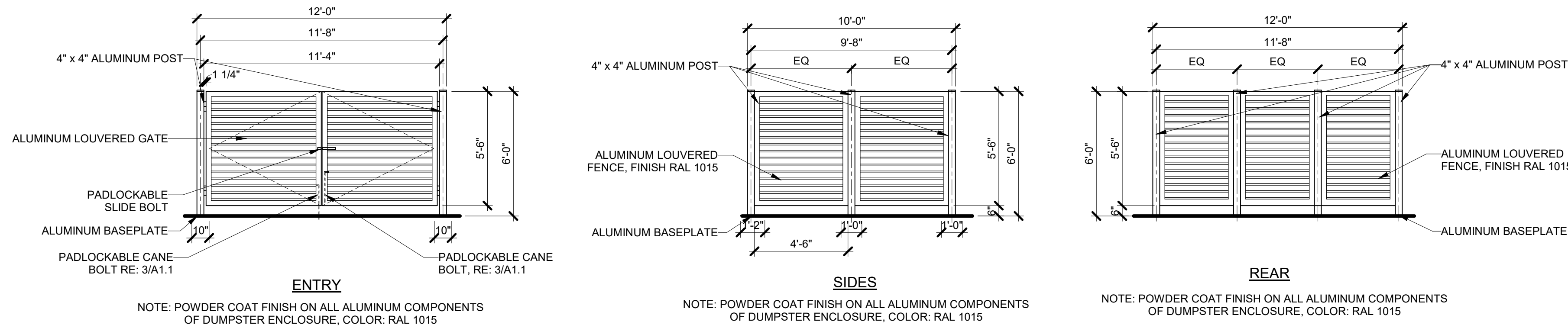
NORTHWEST PERSPECTIVE



SOUTHWEST PERSPECTIVE



SOUTHEAST PERSPECTIVE



5 DUMPSTER ENCLOSURE - DETAILS
SCALE: 1/4" = 1'-0"

	EXTERIOR FACADE MATERIAL BREAKDOWN				
	GLAZING/ OPENING AREA	ACM AREA	STONE AREA	STUCCO AREA	TOTAL FACADE
NORTH (FRONT) FACADE	527 sf	0 sf	496 sf	231 sf	1,236 sf
% OF FACADE	43%	0%	40%	17%	
WEST (SIDE) FACADE	65 sf	0 sf	636 sf	407 sf	1,108 sf
% OF FACADE	6%	0%	57%	37%	
SOUTH (REAR) FACADE	188 sf	0 sf	166 sf	1,224 sf	1,619 sf
% OF FACADE	12%	0%	10%	68%	
EAST (SIDE) FACADE	132 sf	0 sf	515 sf	234 sf	1,157 sf
% OF FACADE	12%	0%	68%	20%	
TOTAL AREAS	912 sf	0 sf	2,089 sf	2,119 sf	5,120 sf
TOTAL %	18%	0%	41%	41%	

LOW SLOPE (1/4" / 1'-0") MOD BIT ROOFING

EXTERIOR MATERIAL LEGEND



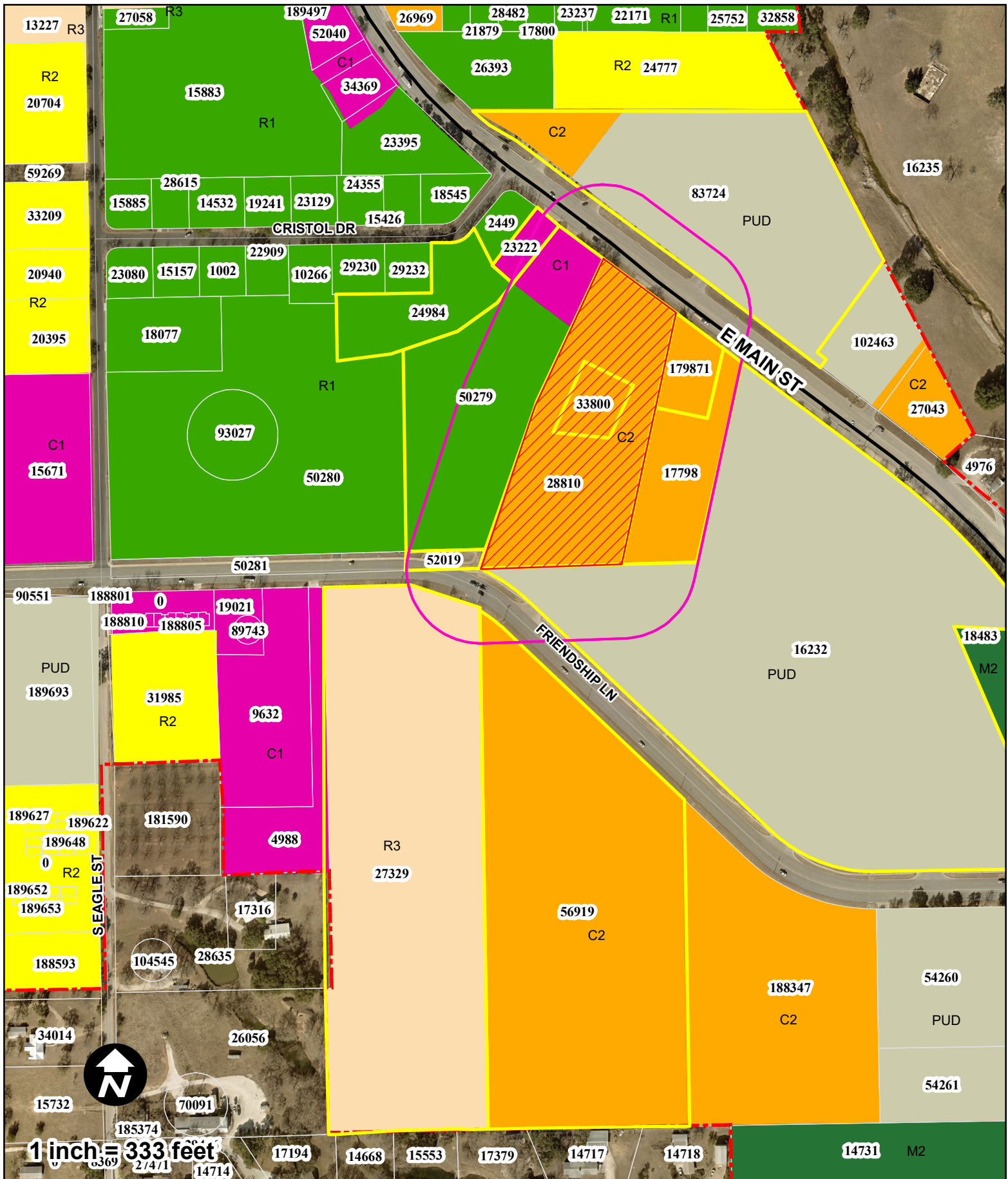


FIGURE 1
City of Fredericksburg
1415 E Main

LEGEND

Notice Areas		200' Notification Area		City Limit Boundary
		Subject Property		Notified Property
				GCAD Parcels

WAL-MART REAL ESTATE BUSINESS TRUST
Attention: Property Tax Department
P.O. Box 8050
Bentonville, AR 72712

RCC COMMERCIAL LLC
1160 E Commerce St Suite 200
San Antonio, TX 75205

HERRERA, RAY & DONNA
P.O. Box 2481
FREDERICKSBURG, TX 78624

RIGGS, JAMES P LIVING TRUST
C/O Richard Pulley, Trustee
P.O. Box 33
Fredericksburg, TX 78624

DCP 1019 FRIENDSHIP LANE
C/O D. German
745 JOHN WELL CT
ARGYLE TX 76226

FROST BANK
111 W HOUSTON
SAN ANTONIO, TX 78205

ZARADIETER PARTNERS LP
6500 MONTANA AVE
EL PASO, TX 79925

COUNTY OF GILLESPIE
101 W MAIN UNIT #9
FREDERICKSBURG, TX 78624

FIRST BAPTIST CHURCH OF FREDBG
1407 E MAIN
FREDERICKSBURG, TX 78624

STINSON #2 LP & STINSON SURVIVORS
TRUST
PO BOX 576725
MODESTO, CA 95357

FELLER, JUDY KAY ETAL
119 FIREBIRD ST
LAKEWAY, TX 78734

Z-2510 – FROST BANK



Zoning Application

City of Fredericksburg – Development Services Department

126 W. Main St, Fredericksburg, TX 78624

A. Project Information

Project Name: Frost Bank Fredericksburg
Project Address: 1415 E Main St., Fredericksburg, TX 78624
Property Tax ID Numbers: 28810, 33800

B. Application Type: [Appendix A – Fee Schedule](#)

- ☐ Voluntary Annexation - \$750.00
- ☒ Conditional Use Permit - \$500.00
- ☐ Land Use Change - \$300.00
- ☐ Zoning Change - \$600.00
- ☐ Amendment to existing PUD - \$500.00
- ☐ Creation of PUD - \$750.00
- ☒ DRC Review Comments - \$250

❖ *All applicants will be charged the following fees for the required Public Hearing notifications.*

- ☒ *Public Hearing Newspaper - \$150.00*
- ☒ *Public Hearing 200 ft notification letter - \$100.00*

C. Applicant/Owner Information - Property Owner

Owner Name: Ross Wood
Owner Address: 111 W Houston St., San Antonio, TX 78205
Owner Phone Number: (210) 220-5842
Owner Email Address: Ross.Wood@frostbank.com

D. Applicant

Applicant Name: Brandon Breazeale
Applicant Address: 2000 NW Loop 410, San Antonio, TX 78213
Applicant Phone Number: (210) 375-9000
Applicant Email Address: bbreazeale@pape-dawson.com

Applicant's Signature

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, if I am not the owner, that I have authorization from the owner to act on his/her behalf.

Signature: 

Printed Name: Brandon Breazeale

Staff Use Only Application Number: _____ Date: _____



CITY COUNCIL **AGENDA MEMO**

DEPARTMENT: Development Services

TO: Planning and Zoning Commission

FROM: Evan Williamson, Assistant City Engineer

MEETING DATE: June 17, 2025

SECTION: ORDINANCES, RESOLUTIONS AND
PUBLIC HEARINGS **ITEM:** B.

CAPTION: **Request Z-2509:** 415 East College - By OSSCA LLC, Sara Aaronson to consider a Conditional Use Permit (CUP) per Sec. to allow for an addition of a bathroom to a legal nonconforming short-term rental (STR).

- i. Presentation by the Applicant
- ii. Presentation by the Staff
- iii. Hold Public Hearing
- iv. Take Action on the Conditional Use Permit (CUP)

SUMMARY:

The subject property first obtained a Short-Term Rental permit in 2022, for a 2-bedroom unit with an occupancy of 4. With the passing of the 2024 STR Ordinance ([No. 2023-18](#)) the property is now considered a Legal Nonconforming Use. This is important because, per Sec. 6.110, all Legal Nonconforming Uses located in Residential Zones require an approved Conditional Use Permit to enlarge the structure.

With this in mind, the applicant submitted a Conditional Use Permit application requesting permission for a 138 sq ft building addition to an existing bathroom. The addition to the bathroom would not result in an increase in occupancy and would not require the property to provide additional parking.

BACKGROUND: **Site Area:** Approximately 14,772 sq ft

Zoning: R1, Single Family Residential [Sec.3.100](#)

Building Coverage: 14% (2,048 sq ft) (40% Maximum) [Sec.3.100](#)

Impervious Coverage: 21% (3,028 sq ft) (55% Maximum) [Sec.3.100](#)

Access: Existing 16.4 ft wide driveway onto East College.

Parking: 1 parking space per 400 sq ft is required for a total of 14 spaces. The applicant has chosen to provide 30 spaces to accommodate bank customers and employees. [Sec. 7.864](#)

Landscape and Screening: Plans are required per Sec. 7.920 and should include One (1) tree per

75 LF required. Off-street parking shall have ten (10) sq ft interior landscaping for each parking space. A strip of land at least five (5) ft in depth located between the abutting right-of-way and the off-street parking areas or other vehicular 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 placed along the perimeter. Screening along the perimeter of the property is not required per Sec. 7.940, however, screening of the dumpster is required per Sec. 7.980.

Public Hearing Notices: As part of the Public Hearing process, Staff must notify property owners that own property within 200 ft of the subject property. As of 06/11/2025, two protests and three approvals have been received and are attached to this memorandum.

Sec. 6.110 - Continuance of a Nonconforming Use

Residential Districts

Enlargement. A non-conforming use may be enlarged, expanded, extended or changed within the boundary of the lot in which the non-conforming use has legally operated, upon approval of a Conditional Use Permit (section 5.400). Any enlargement or extension, whether requiring a Conditional Use Permit or not, shall be required to come into in compliance with all city ordinances, codes, or policies and development regulations which may apply to the property (examples without limitation: landscape, parking, curb cuts, setbacks).

Sec. 5.460 - Review and evaluation criteria for Conditional Use Permits. Contains 13 items that must be considered when reviewing a Conditional Use Permit. Of these 13 items, Staff found that the applicant has met or responded to all requirements.

- Conformance with applicable regulations and standards established by the Zoning Regulations.
- 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.
- 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.
- 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.
- 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.
- Protection of persons and property from erosion, flood or water damage, fire, noise, glare and similar hazards and impacts.
- Location, lighting, and type of signs; the relation of signs to traffic control and adverse effect of signs on adjacent properties.
- Adequacy and convenience of off-street parking and loading facilities. 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.
- Determination that the proposed use will comply with each of the applicable provisions of these Zoning Regulations.

- 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.
- 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.
- 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.

Sec. 5.471 - Conditions - The Planning and Zoning Commission, in considering and determining its recommendation on any request for a Conditional Use Permit, may require from the applicant's plans, information, operation data, and expert evaluation concerning the location, function and characteristics of any buildings or uses proposed. The Commission may recommend reasonable conditions which will ensure the intent and purposes of the Zoning Regulations and avoid the creation or detrimental effects upon abutting properties which may include, but not limited to, the following:

Duration of Use	Time Period in which the proposed use shall be developed or constructed	Fences, hedges and walls
Surfacing of parking areas	Regulation of noise, vibration, odors, etc	Regulation of use or uses
Special yards, spaces and buffers	Requiring street, service road or alley dedications and improvements or appropriate bonds	Regulation of locations of vehicular ingress and egress

Including such other conditions that will make possible that the development occurs in an orderly and efficient manner, and in conformity with the intent and purposes of applicable ordinances.

STAFF RECOMMENDATION:

The application was reviewed for its conformity with all applicable regulations, including Sec. 7.131, Sec. 5.460 and Sec. 6.110 and after review by the Development Review Committee (DRC), Staff made the following recommendation.

Staff recommends approval of the Site Plan and Conditional Use Permit application. The proposed addition is minimal and would not greatly impact the site or neighboring properties and uses. The 138 sq ft addition would be to accommodate the needs for the redesign of the bathroom and would not change the permitted occupancy for the unit.

Staff recommends approval of the Site Plan and Conditional Use Permit (CUP) application as presented.

During the Planning and Zoning Commission's consideration of this item on 6/4/2025, the motion to approve the request carried unanimously.

ATTACHMENTS:

1. Z-2509 Location Map
2. Z-2509- Development Review Comments
3. CUP Comment response_202505
4. Z-2509 Site Plan and Elevations
5. Z-2509 Public Hearing Map
6. Z-2509_415 E College_mailing labels
7. 415 E College permit placard
8. Z-2509_415 E COLLEGE_ CUP APPLICATION
9. Z-2509 - Pape - Approval
10. Z-2509_Protest - SLAPAK
11. Z-2509-Protest - Weiershausen
12. Z-2509 - APPROVAL - BURDICK
13. Z-2509-Approval - Hatfield

APPROVAL/REVIEW:



Date: June 11, 2025

Evan Williamson, Assistant City Engineer



Date: June 11, 2025

Garret Bonn, Assistant City Manager



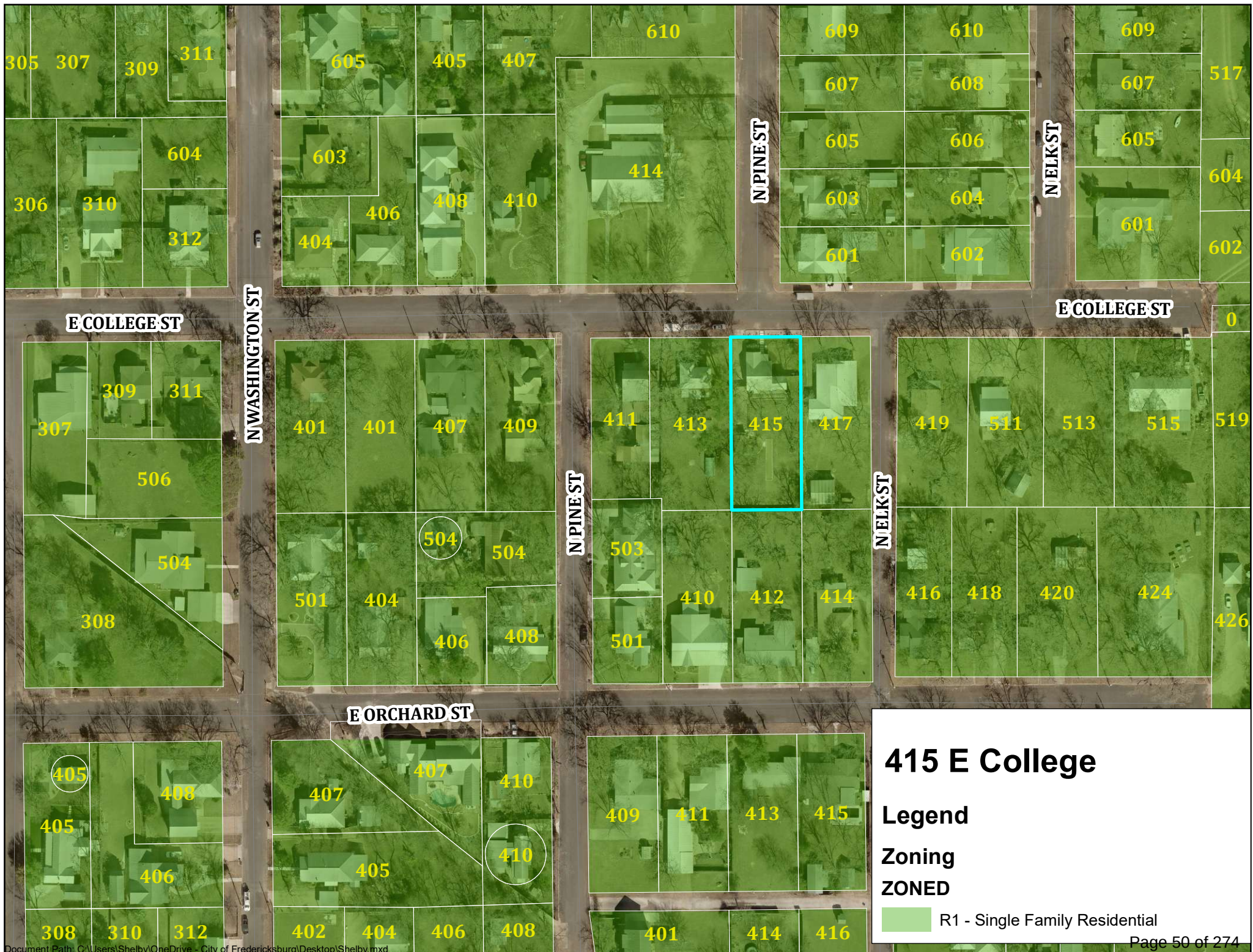
Date: June 11, 2025

William McKamie, City Attorney



Date: June 12, 2025

Clinton Bailey, City Manager





May 12, 2025

Sara Aaronson - scpape@yahoo.com

Z-2509 – Review Comments for the Review of the Sara Aaronson for the Conditional Use Permit (CUP) for the Short-Term Rental (STR) addition located at 415 E College, Fredericksburg, Texas.

Dear Applicant,

Project will require consideration by the Planning and Zoning Commission scheduled for **Wednesday, June 4, 2025**, at 2818 US 290 East (HEB Room at the former University Center – City Hall East Campus), please have a representative present at the meeting.

The project will also require consideration by City Council on **Tuesday, June 17, 2025**, at 2818 US 290 East (HEB Room at the former University Center – City Hall East Campus), please have a representative present at the meeting.

Please review the following comments and address appropriately. Please provide a written response as to how the items are addressed by **Monday, May 19, 2025**.

Plans will not be reviewed or considered without a response sheet.

- Please provide a narrative responding to **Sec. 5.460** of the zoning ordinance.

Please return the revised plans along with your written response as to how the comments have been addressed by **Monday, May 19, 2025**. Please feel free to contact me with any comments or questions, jmusgrove@fbgtx.org and I will be happy to assist you.

Jan Musgrove

Jan Musgrove
Planner 1

The City of Fredericksburg

126 W. Main St. • Fredericksburg, Texas 78624-3708 • (830) 997-7521 • Fax (830) 997-1861

May 19, 2025

Shelby Collier & Jan Musgrove

scollier@fbgtx.org & jmusgrove@fbgtx.org

Senior Planner & Planner 1

City of Fredericksburg, Texas

Sara Aaronson

OSSCA LLC

415 E. College Street

Dear Shelby & Jan,

The following document outlines project conformance with the City of Fredericksburg's Section 5.460-Review and Evaluation Criteria for the Conditional Use Permit (CUP) Request for 415 E. College Street, Fredericksburg, TX 78624.

Item 1: Conformance with applicable regulations and standards established by the Zoning Regulations.

The project designs are within the guidelines provided for in the Zoning Ordinance and no variances are requested.

Item 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.

The surrounding properties are zoned R-1. The project designs are compatible with similar uses found in R-1 and all features of the project designs are within the guidelines provided for in the Zoning Ordinance.

Item 3: Potentially unfavorable effects 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.

The project designs are compatible with R-1 zoning and do not have potentially unfavorable effects or impacts on other existing or permitted uses on abutting sites.

Item 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.

The project designs are within the guidelines provided for in the Zoning Ordinance and no variances are requested.

Item 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.

The project entry/exit points have been appropriately located to allow for a clear line of sight for ingress and egressing vehicles. No Additional Parking is needed or required as the property has ample parking.

- The existing zoning: R-1 Residential
- The Current Land Use: STR-Non-conforming

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

Project design allows for appropriate stormwater runoff as required by the zoning ordinance and no variances are requested..

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

The security and lighting will follow the current city design standards, including the outdoor lighting ordinance and shall not cross the property line or provide unnecessary glare.

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

The project designs do not impact off-street parking and no additional parking is needed or required. The property has ample parking.

Item 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 the zoning ordinance. The CUP is being requested to allow for the following additional tenant uses:

- Increase bathroom count for existing house
- Laundry room (inside new bathroom) for existing house
- Screened in patio (covering current back deck) and small deck addition

Item 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 and no variances are requested.

Item 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 and no variances are requested.

Item 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 design for this project is compatible with that of the adjacent properties and the surrounding area.

Item 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.

The project designs are within the guidelines provided for in the zoning ordinance and no variances are requested.

This Lot is Zoned R-1: Single Family Residential

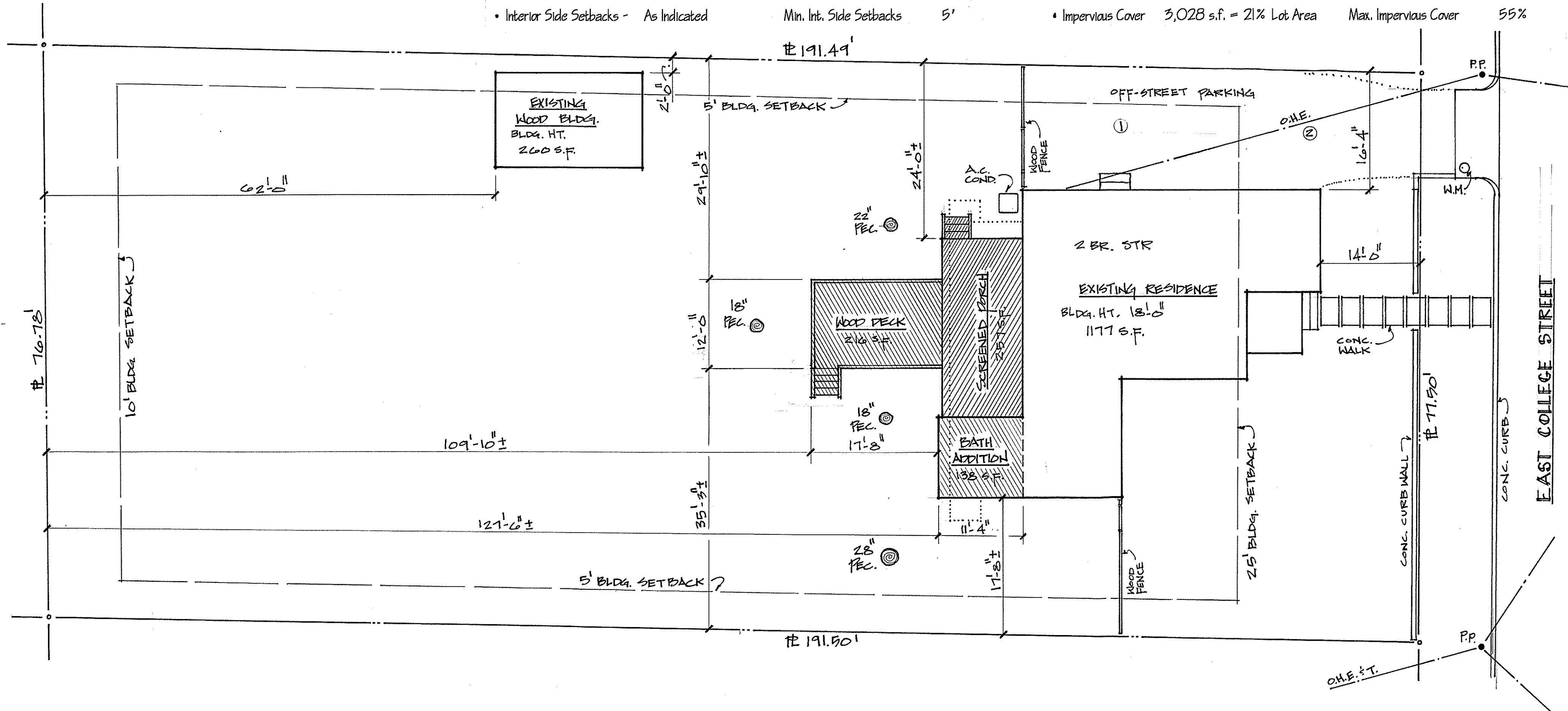
ACTUAL:

- Lot Area 14,772 s.f.
- Lot Width 77'-6"
- Building Heights As Indicated
- Front Setback 14'-0"
- Interior Side Setbacks - As Indicated

REQUIRED:

- Min lot Area 7500 s.f.
- Min. Lot Width 70'
- Max. Bldg. Ht. 28'
- Min. Front Setback 25'
- Min. Int. Side Setbacks 5'

- Rear Setback As Indicated Min. Rear Setback 10'
- Dwelling Units on Lot 1 Max. Dwelling Units per Lot 1
- Dwelling Area (Living Only) 1,251 s.f. Min. Dwelling Area 750 s.f.
- Building Coverage 2,048 s.f. = 14% Lot Area Max. Building Coverage 40%
- Impervious Cover 3,028 s.f. = 21% Lot Area Max. Impervious Cover 55%



SITE PLAN

415 EAST COLLEGE STREET, FREDERICKSBURG, TEXAS
 LOT NO. 7, BLOCK 4, WENDEL AND ANDEREGG ADDITION,
 VOL. 18, PAGE 495, DEED RECORDS, GILLESPIE COUNTY, TEXAS

STR Parking:

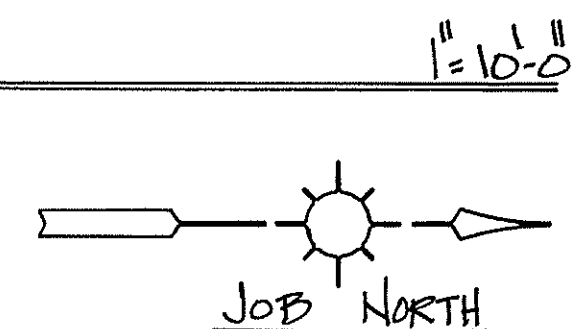
1 Off-street space per Bedroom required.

STR has 2 Bedrooms.

Total Spaces Required ----- 2

Spaces Provided ----- 2

All exterior lighting shall be shielded and compliant with the Dark Sky Initiative.



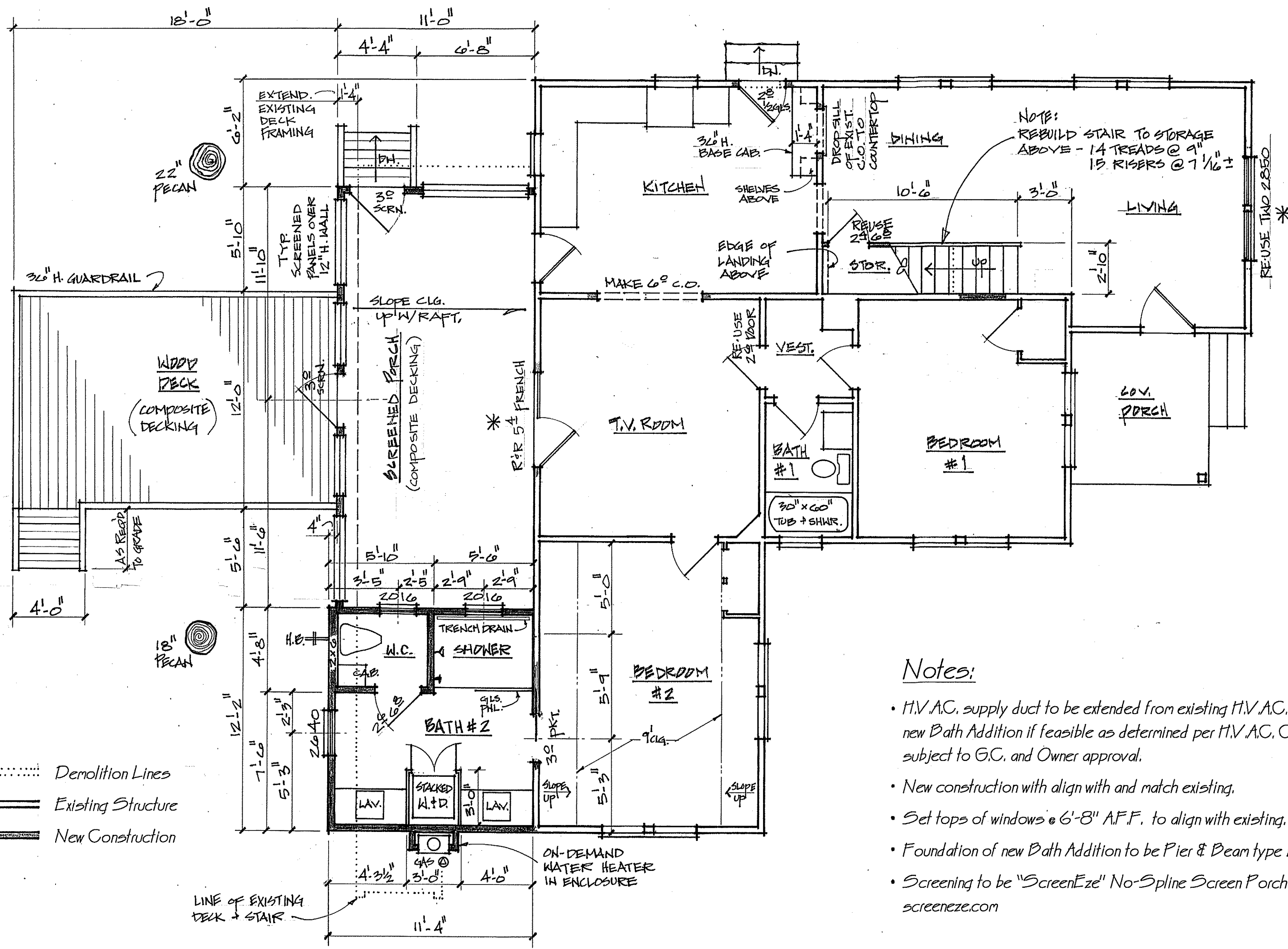
W. CASS PHILLIPS
 PLANNING & DESIGN
 1000 HILL ST. FREDERICKSBURG, TX 78624
 cphillips1000hill@gmail.com
 C 830.997.0169 H 830.997.6736

9.27.2024

REVISED 4.29.2025

ADDITION/REMODEL @ 415 E COLLEGE STREET FOR
 SARA AARONSON

1 OF 5



Key:

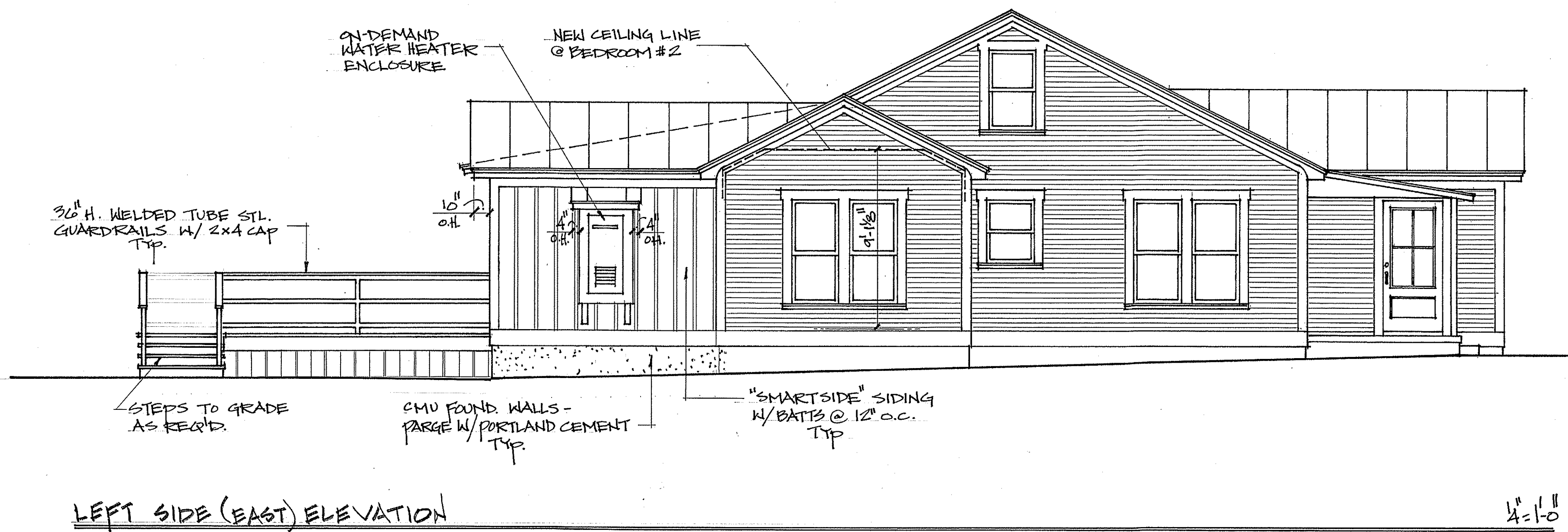
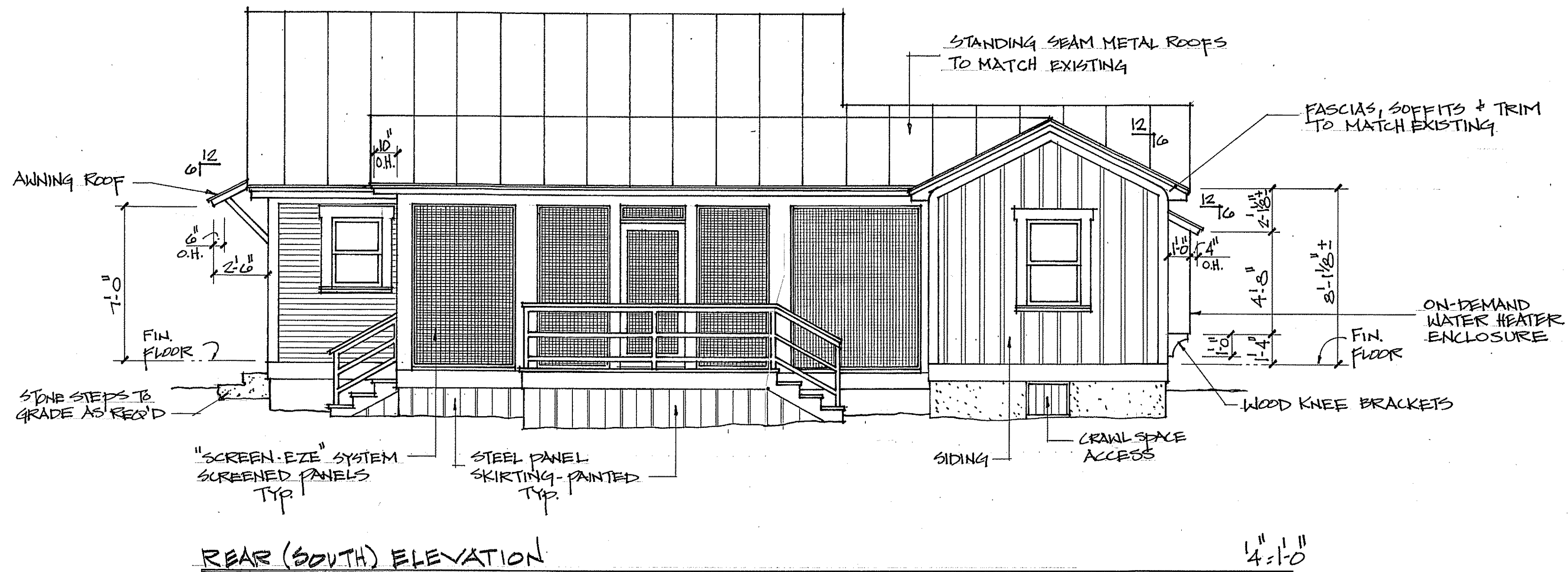
- Demolition Lines
Existing Structure
New Construction

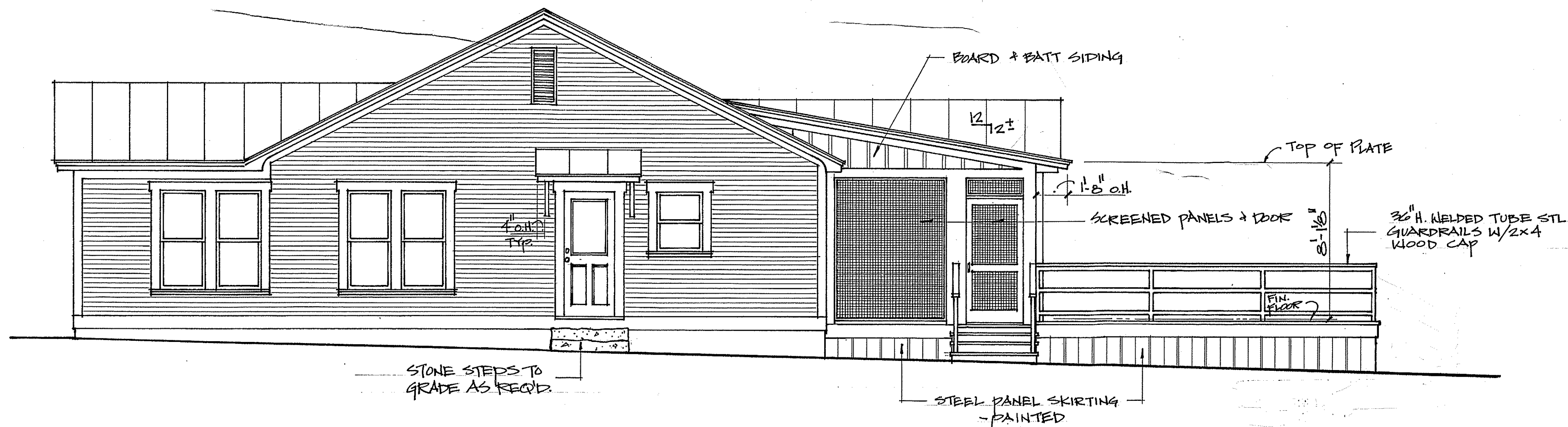
Notes:

- H.V.A.C. supply duct to be extended from existing H.V.A.C. system to new Bath Addition if feasible as determined per H.V.A.C. Contractor subject to G.C. and Owner approval.
New construction with align with and match existing.
Set tops of windows 6'-8" A.F.F. to align with existing.
Foundation of new Bath Addition to be Pier & Beam type by others.
Screening to be "ScreenEze" No-Spline Screen Porch System - screeneze.com

FLOOR PLAN

1/4" = 1'-0"





RIGHT SIDE (WEST) ELEVATION

1/4" = 1'-0"

W. CASS PHILLIPS
PLANNING & DESIGN
1000 HILL ST. FREDERICKSBURG, TX 78624
cphillips100hill@gmail.com
C 830.997.0169 H 830.997.6796

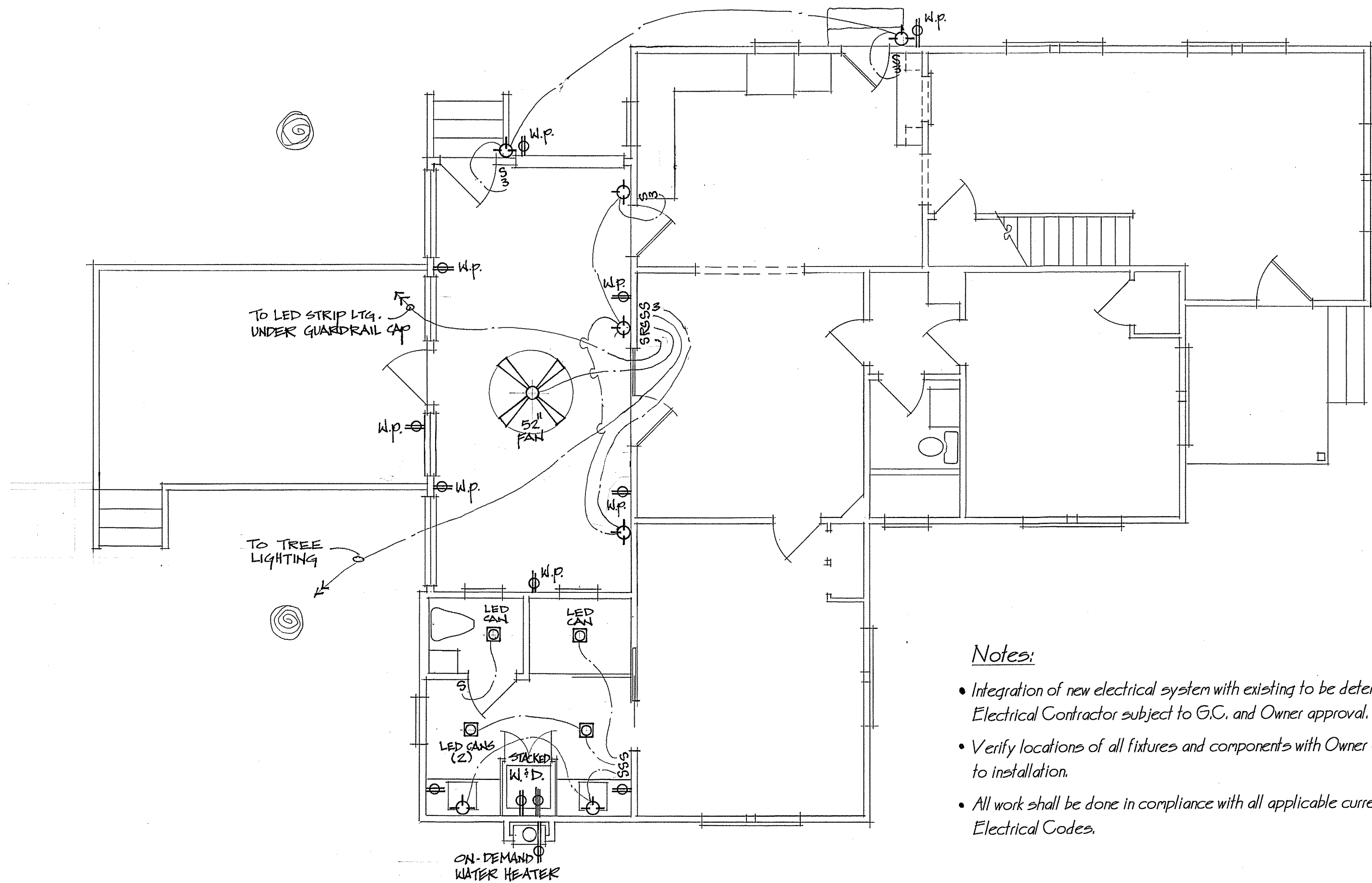
9.27.2024

REVISED 4.27.2025

ADDITION/REMODEL @ 415 E COLLEGE STREET FOR

SARA AARONSON

4 OF 5



Notes:

- Integration of new electrical system with existing to be determined per Electrical Contractor subject to G.C. and Owner approval.
- Verify locations of all fixtures and components with Owner & G.C. prior to installation.
- All work shall be done in compliance with all applicable current Electrical Codes.

ELECTRICAL FLOOR PLAN

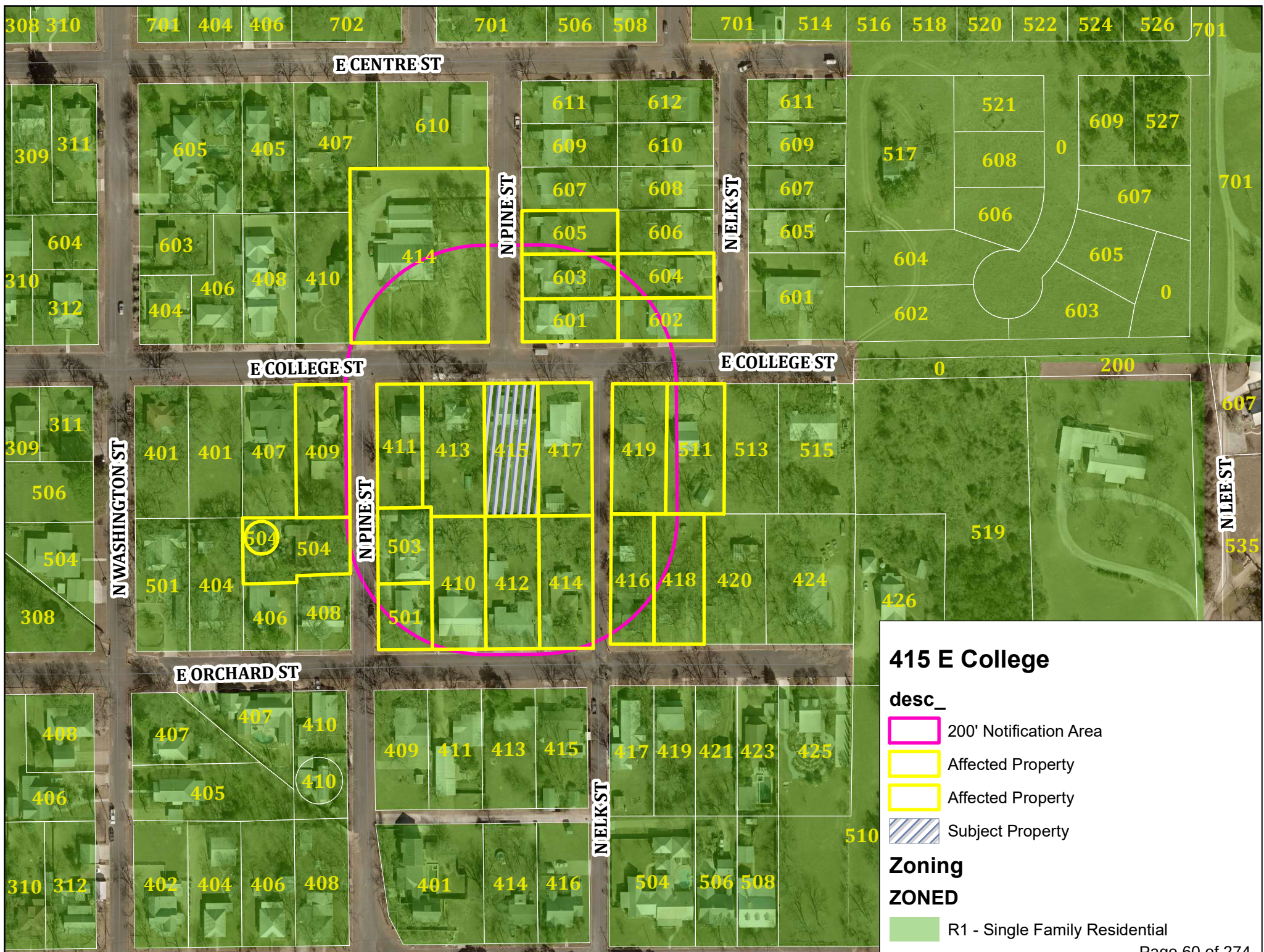
$\frac{1}{4}'' = 1'-0''$

W. CASS PHILLIPS
PLANNING & DESIGN
1000 HILL ST. FREDERICKSBURG, TX 78624
cphillips1000hill@gmail.com
C 530.997.0169 H 530.997.6736

9-27-2024
REVISED 4-29-2025

ADDITION/REMODEL @ 415 E COLLEGE STREET FOR
SARA AARONSON

5 OF 5



NAME	ADDR_2	ADDR_CTY
HATFIELD, MELISSA GIBSON	601 N PINE	FREDERICKSBURG
FREDBG VICTORY FELLOWSHIP INC	414 E COLLEGE	FREDERICKSBURG
LOVEBIRDS GETAWAY LLC	601 N PINE	FREDERICKSBURG
GRUENE ACRES LLC	1017 ELM CREEK RD	NEW BRAUNFELS
SLAPAK, JOSEPH RICHARD & DEBRA KATHRYN	410 E ORCHARD	FREDERICKSBURG
PAPE, MARK W & MARSHA L	416 E ORCHARD	FREDERICKSBURG
BECKER, GILBERT W JR & MALECIA	414 E ORCHARD	FREDERICKSBURG
OSSCA LLC	1898 RANDOLPH PL	NASHVILLE
BIEDERMANN, K & K TRUST	1385 ARBOR RIDGE RD	FREDERICKSBURG
BURRIER, BRENDA	417 E COLLEGE	FREDERICKSBURG
PAPE, MARK W & MARSHA L	416 E ORCHARD	FREDERICKSBURG
HERBER, PEGGY ANN	604 N ELK	FREDERICKSBURG
HEIGH HO HOLDINGS LLC-605 N PINE SERIES	3267 BEE CAVE RD STE 107-324	AUSTIN
CROWSON, WILLIAM CHARLES	1609 FAIR OAK DR	AUSTIN
GOMEZ, BERNARDO	3371 W US HWY 290	FREDERICKSBURG
WEIERSHAUSEN, MARSH M	P O BOX 251	FREDERICKSBURG
WEINHEIMER, STEVEN GREGORY ETAL	4689 WHITE OAK RD	FREDERICKSBURG
WELCH, BERNICE J -LIFE ESTATE-	419 E COLLEGE ST	FREDERICKSBURG
PARKER, ASHLEY A	2070 OAKLAND BEND	SAN ANTONIO
TRAUTMAN, BARRY & JOYCE C	503 N PINE	FREDERICKSBURG
SCROGGINS, CYNTHIA MYERS	504 N PINE	FREDERICKSBURG

ADDR_ADDR_ZOP	
TX	78624
TX	78624
TX	78624
TN	78132
TX	78624
TX	78624
TX	78624
TN	37215
TX	78624
TX	78624
TX	78624
TX	78624
TX	78746
TX	78745
TX	78624
TX	78624
TX	78624
TX	78624
TX	78258
TX	78624
TX	78624



Short-Term Rental Permit

Date Issued:	06/20/2024	Permit Expiration Date:	12/31/2024
Permit Issued To:	KORDZIK HAUS	Permit No.:	8056001960
		Permit Type:	Non-conforming Unoccupied
Unit Location:	415 E COLLEGE ST Fredericksburg, TX 78624	Zoning District:	R1
		Occupancy Limit:	4
24/7 Phone No.:	(830) 990-0975	Management Company:	
Local Contact:	MARK PAPE	# of Bedrooms:	2

This certificate has been issued according to the requirements of the City of Fredericksburg Code of Ordinances relating to Short-Term Rental use.
NOTICE: Guests are responsible for compliance with all applicable laws, rules, and regulations pertaining to the use of the Short-Term Rental Unit.
Guests may be fined by the City for violations of this article (see House Rules).

Hotel Occupancy Taxes must be filed quarterly in order to maintain a valid permit.

THIS PERMIT PLACARD MUST BE POSTED.

Questions regarding this permit should be addressed to the Development Services Department of the City of Fredericksburg (830) 997-7521
City Hall - 126 W. Main St., Fredericksburg, TX 78624



Zoning Application

City of Fredericksburg – Development Services Department

126 W. Main St, Fredericksburg, TX 78624

A. Project Information

Project Name: OSSCA LLC - ~~KSD~~ Kardzik Haus - Permit # 8056001960

Project Address: 415 E. College Street

Property Tax ID Numbers: 20578

B. Application Type: Appendix A – Fee Schedule

- ☐ Voluntary Annexation - \$750.00
- ☒ Conditional Use Permit - \$500.00
- ☐ Land Use Change - \$300.00
- ☐ Zoning Change - \$600.00
- ☐ Amendment to existing PUD - \$500.00
- ☐ Creation of PUD - \$750.00
- ☒ DRC Review Comments - \$250

❖ *All applicants will be charged the following fees for the required Public Hearing notifications.*

- ☒ *Public Hearing Newspaper - \$150.00*
- ☒ *Public Hearing 200 ft notification letter - \$100.00*

C. Applicant/Owner Information - Property Owner

Owner Name: Sara Aaronson

Owner Address: 197 Robin Hill Rd. Nashville, TN 37205

Owner Phone Number: 512-965-9585

Owner Email Address: scpape@yahoo.com

D. Applicant

Applicant Name: Sara Aaronson

Applicant Address: 197 Robin Hill Rd. Nashville, TN 37205

Applicant Phone Number: 512-965-9585

Applicant Email Address: scpape@yahoo.com

Applicant's Signature

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, if I am not the owner, that I have authorization from the owner to act on his/her behalf.

Signature: Sara Aaronson

Printed Name: Sara Aaronson

Staff Use Only

Application Number: _____

Date: _____



CONDITIONAL USE PERMIT (CUP) CHECKLIST

This form and all required exhibits must be included with the Conditional Use Permit (CUP) application.

- ☐ Provide a brief description of the proposed use, including information pertinent to the review and evaluation criteria stated in [Section 7.131](#) in the form of a narrative.
- ☐ The site plan shall be drawn to scale, and include dimensions as necessary to show the following:
 - ☐ The date, scale, north point, title, name of owner and name of person preparing the Site Plan.
 - ☐ Zoning summary, including type, minimum and actual lot size, setbacks, maximum and actual building height, building coverage and impervious coverage. [Section 7.131](#)
 - ☐ Address and legal description of property [Section 7.131](#)
 - ☐ Show and dimension requested access to public roadways and provide plans for access Management. [Section 7.131](#)
 - ☐ The location of existing and proposed improvements including parking and loading areas, pedestrian and vehicular access and utility or service areas. [Section 7.131](#) The location of existing and proposed fencing and screening. [Section 7.940](#)
 - ☐ Location and size of existing and proposed streets and alleys [Section 7.131](#) dimension of boundary lines, easements, and required yards and setbacks of all existing and proposed buildings and land improvements and the height and intended use of existing and proposed buildings on site, and approximate locations of buildings on abutting sites within 50 [Section 7.131](#)
 - ☐ Proposed exterior lighting, including fixture type. [Article XV- Outdoor Lighting](#)
 - ☐ The number of existing and proposed parking and loading spaces, and a calculation of applicable minimum requirements. [Section 7.860](#)
 - ☐ Landscaping, including location, size, and species of existing trees on site, square footage of all proposed landscape areas. [Section 7.920](#) The location of signs. [Chapter 29](#)
 - ☐ Site plan showing response to [Sec. 5.460](#) including a narrative addressing the response.
 - ☐ Photos of all four sides of the property.
 - ☐ Provide existing and proposed topography and grading (5' minimum contour intervals), and erosion control measures. [Section 7.131](#)
 - ☐ Solid waste container, which requires screening. [Section 7.980](#)
 - ☐ Proposed and existing water, sewer and electric utilities. [Section 7.131](#)
 - ☐ Visibility triangle at street intersections and driveways. [Section 7.131](#)
 - ☐ Fire Lanes and fire hydrant. [Section 7.131](#)
 - ☐ Provisions for handicapped access. [Section 7.131](#)
 - ☐ On sites affected by the 100-year floodplain, impervious coverage and building coverage are based on the area outside the floodplain. Provide calculations accordingly.
- ☐ Applicable Fee - \$500 (1/1/2024)
- ☐ PDF copies emailed to jmusgrove@fbgtx.org

Note: Staff or the Planning and Zoning Commission may require modification of a Conditional Use Permit as a prerequisite for approval. [Sec. 5.460](#)

I hereby acknowledge that the items listed above are included with this submittal and that any items not included with this application will result in this application being deemed incomplete and returned without review or scheduled for the upcoming meeting dates.

Owner/Agent: SCAman

Date: 4/28/2025

Printed Name: Sara Aaronson

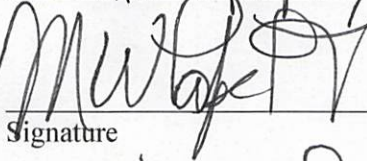
Public Comment Form
Please return this form to:
Development Services – Zoning
126 W. Main Street
Fredericksburg, TX 78624
830-997-7521



REQUEST Z-2509

As an interested property owner, I (PROTEST) (APPROVE) the requested Conditional Use Permit (CUP) request, represented by the above file number because:

PROPERTY USED BY OWNER APPROX. 20-25% OF EACH YEAR, NO INCREASE IN # OF BEDS
ADDITION OF BATHROOM MAKE ALMOST NO DIFFERENCE IN CURRENT HOUSE FOOTPRINT
PROPERTY MANAGER LIVES NEXT TO THE STR PROPERTY
CONDITION OF PROPERTY HAS BEEN IMPROVED, ALL LOCAL CONTRACTORS UTILIZED FOR OPERATION/MAINT.



Signature

01 JUNE 20 25

Date

MARK W PAPE

Printed Name

416 EAST ORCHARD ST

Address

Received after
2pm 6/4/25

Public Comment Form
Please return this form to:
Development Services – Zoning
126 W. Main Street
Fredericksburg, TX 78624
830-997-7521



REQUEST Z-2509

As an interested property owner, I (PROTEST) / (APPROVE) the requested Conditional Use Permit (CUP) request, represented by the above file number because:

Property has used local businesses. Condition of property has been improved. Property manager lives next door. Property does not accommodate large groups.

Marsha Pape

Signature

June 1, 2025

Date

Marsha Pape

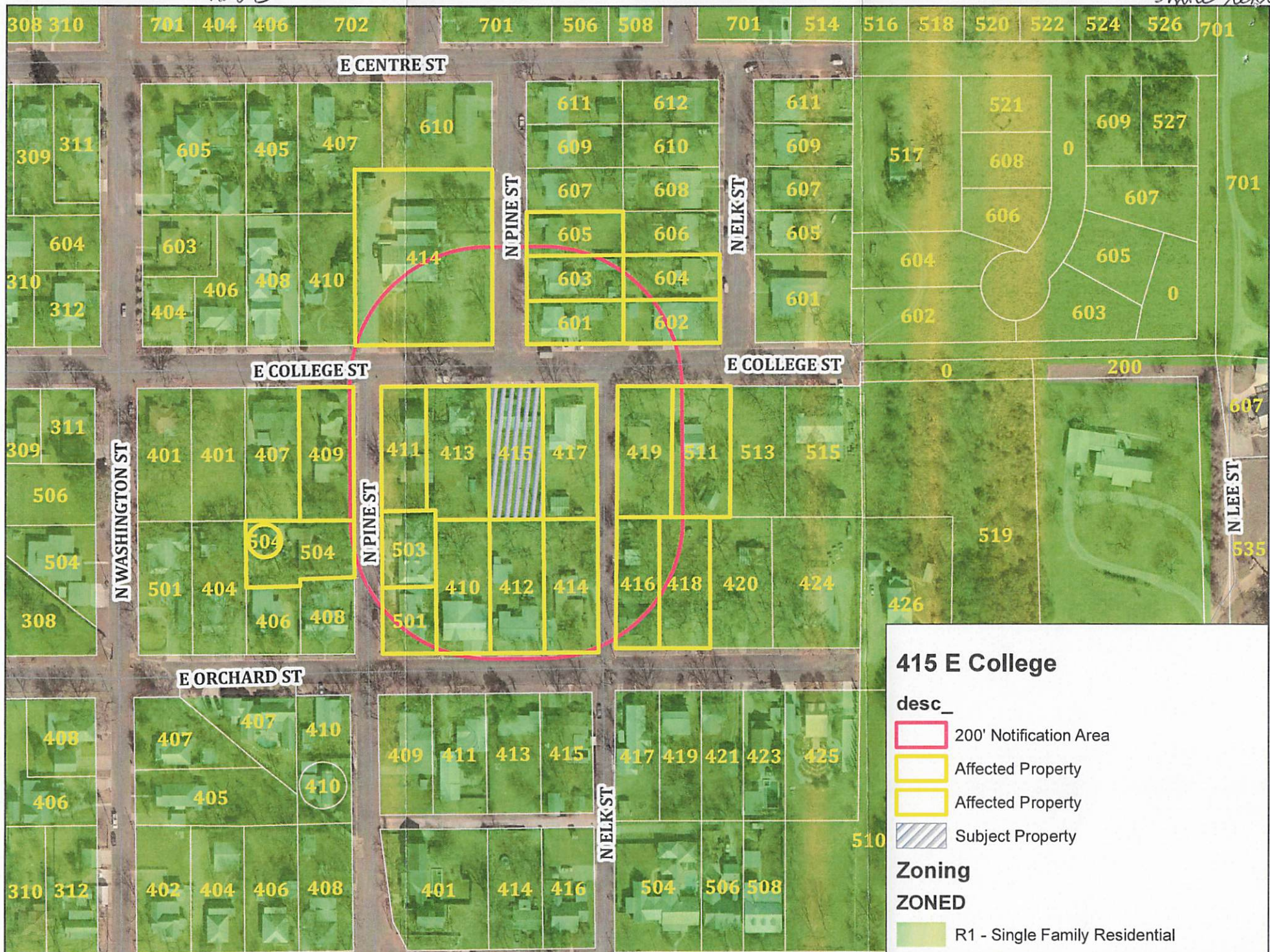
Printed Name

416 E Orchard St.

Address

Received
After 2pm
6/4/25

Wednesday STRS at 501 N Pine, 411 E Orchard, 406 E Orchard, 409 N Pine. Do not need more renters.



Public Comment Form
Please return this form to:
Development Services – Zoning
126 W. Main Street
Fredericksburg, TX 78624
830-997-7521



REQUEST Z-2509

As an interested property owner, I (PROTEST) / (APPROVE) the requested Conditional Use Permit (CUP) request, represented by the above file number because:

Our neighborhood is saturated with STRs, and we have already spent thousands of dollars on windows to shut out sound and light. Adding a bathroom to a non-conforming STR enables them to host more people and making our neighborhood a commercial zone. Non-conforming STRs should be denied enhancements that perpetuate the problems they already cause. Debra Slapak Thank you.

Signature

Date

5-28-2025

Debra Slapak

Printed Name

410 E. Orchard St.

Address

Dear Development Services – Zoning,

One crucial factor that the city has not considered regarding STR restrictions is parking. There are no laws/ordinances (that I have found) pertaining to parking by guests staying at STRs. Permanent residents park in their drive, garage, carport or in front of their house. STR guests park on the street or anywhere that it is convenient in front of neighboring homes because there are usually more vehicles than places to park. STR owners only concern themselves with always having rentals at maximum capacity. There is no concern for impositions placed on neighbors with respect to parking. My understanding from discussions with others is that this requested addition is for the purpose of allowing more guests to rent. There is barely space for one vehicle to park in the driveway of this STR. The street frontage allows for only one additional vehicle.

On the other end of this block, there was a two bedroom and one bathroom home. The city allowed it to be torn down and replaced with a mini-mansion STR sleeping ten or more guests. Again, on-property parking is limited leaving the neighboring residents with vehicles parked in front of their homes. This causes constant noises and disturbances which alerts my dogs, me, my family, and home. I have no recourse.

If the city is really concerned about its residents, they should consider STR parking moving forward. Available off street and/or on-property parking should be a requirement to owning and running STRs. This resolution will aid in keeping a home a home and Fredericksburg citizens happy.

Sincerely,

A handwritten signature in black ink that reads "Marsh Weiershausen". The signature is written in a cursive, flowing style.

Marsh Weiershausen

5/31/25

Public Comment Form
Please return this form to:
Development Services – Zoning
126 W. Main Street
Fredericksburg, TX 78624
830-997-7521



REQUEST Z-2509

As an interested property owner, I (PROTEST) / (~~APPROVE~~) the requested Conditional Use Permit (CUP) request,
represented by the above file number because:

See attached letter.

Marsh Weierhausen
Signature

5/31/25
Date

Marsh Weierhausen
Printed Name

602 N. Elk
Address

Public Comment Form
Please return this form to:
Development Services – Zoning
126 W. Main Street
Fredericksburg, TX 78624
830-997-7521



REQUEST Z-2509

As an interested property owner, I (PROTEST) / (APPROVE) the requested Conditional Use Permit (CUP) request,
represented by the above file number because:

I approve this enhancement to the house at 415
E. College Sr.

Michael Burdick
Signature

5/19/25
Date

Michael Burdick
Printed Name

414 E. College Sr. Fbg TX 78624
Address

REQUEST Z-2509

As an interested property owner, I (PROTEST) (APPROVE) the requested Conditional Use Permit (CUP) request,
represented by the above file number because:

Melissa Hatfield
Signature

5/21/2025
Date

Melissa Hatfield
Printed Name

Address



CITY COUNCIL **AGENDA MEMO**

DEPARTMENT: Development Services

TO: Planning and Zoning Commission

FROM: Evan Williamson, Assistant City Engineer

MEETING DATE: June 17, 2025

SECTION: ORDINANCES, RESOLUTIONS AND
PUBLIC HEARINGS **ITEM:** C.

CAPTION: **Request Z-2507:** By Continental Homes Of Texas, L.P. To Consider a Request For a Conditional Use Permit (CUP) Per Sec. 3,700 And The Approved Planned Unit Development (PUD) To Allow For Development of Single-Family Residential, Accessory Structures, Guest House, Community Recreation, Club Or Lodge, Administrative Services, Storm Water Detention, All Weather Trail, Open Space, Sign And Mail Boxes For Approximately 70 Acres Located Between West Live Oak And Pyka Road, Addressed as 256 Pyka Road.

- i. Presentation by the Applicant
- ii. Presentation by the Staff
- iii. Hold Public Hearing
- iv. Take Action on the Conditional Use Permit (CUP)

SUMMARY:

The subject property recently obtained approval for a Zoning change from R5, Patio Home Residential to PUD, Planned Unit Development, resulting in a customized zoning that requires the issuance of a Conditional Use Permit for each use associated with the development.

The applicant has since submitted a Conditional Use Permit Application (CUP) which includes a 341 lot (337 buildable lots), residential development consisting of 3 lot types including 197 lots for Single Family Residential and Accessory Uses, 140 lots that would allow for Single Family Residential, Duplex, Guest House and Accessory Uses and 4 lots that would allow for Community Recreation, Club or Lodge, Administrative Services, Storm Water Detention, All Weather Trail, Open Space, Sign and Mailboxes.

BACKGROUND: **Site Area:** Approximately 70+ Acres

Zoning: Planned Unit Development (PUD) [Sec. 3.700](#)

Lots: 341 Total lots, with 197 Lot Type A, 140 Lot Type B, and 4 Lot Type X

Request: The specific request for a Conditional Use Permit is to allow all uses permitted by the PUD on the various Lot Types with the following:

Lot Type A - 197 lots for the sole purpose of Single Family Residential and Accessory Uses only

Lot Type B - 140 lots for Single Family Residential, Duplex, Guest House and Accessory Uses
Lot Type X - 4 lots for Community Recreation, Club or Lodge, Administrative Services, Storm Water Detention, All Weather Trail, Open Space, Sign and Mailbox Uses

If approved, the CUP would not negate the previously approved PUD which include requirements such as Sidewalks along West Windcrest and Pyka Road connecting into the development, an 8 ft wide, all weather trail along Smoke House Road, 1 tree per lot and each lot providing 4 off-street parking spaces.

Public Hearing Notices: As part of the Public Hearing process, Staff must notify property owners that own property within 200 ft of the subject property. As of 05/27/25, 1 protest has been received

Sec. 5.460 - Review and evaluation criteria for Conditional Use Permits. Contains 13 items that must be considered when reviewing a Conditional Use Permit. Of these 13 items, Staff found that the applicant has met or responded to all requirements.

- Conformance with applicable regulations and standards established by the Zoning Regulations.
- 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.
- 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.
- 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.
- 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.
- Protection of persons and property from erosion, flood or water damage, fire, noise, glare and similar hazards and impacts.
- Location, lighting, and type of signs; the relation of signs to traffic control and adverse effect of signs on adjacent properties.
- Adequacy and convenience of off-street parking and loading facilities. 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.
- Determination that the proposed use will comply with each of the applicable provisions of these Zoning Regulations.
- 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.
- 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.
- 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.

Sec. 5.471 - Conditions - The Planning and Zoning Commission, in considering and determining its

recommendation on any request for a Conditional Use Permit, may require from the applicant's plans, information, operation data, and expert evaluation concerning the location, function and characteristics of any buildings or uses proposed. The Commission may recommend reasonable conditions which will ensure the intent and purposes of the Zoning Regulations and avoid the creation or detrimental effects upon abutting properties which may include, but not limited to, the following:

Duration of Use	Time Period in which the proposed use shall be developed or constructed	Fences, hedges and walls
Surfacing of parking areas	Regulation of noise, vibration, odors, etc	Regulation of use or uses
Special yards, spaces and buffers	Requiring street, service road or alley dedications and improvements or appropriate bonds	Regulation of locations of vehicular ingress and egress

Including such other conditions that will make possible that the development occurs in an orderly and efficient manner, and in conformity with the intent and purposes of applicable ordinances.

STAFF RECOMMENDATION: The application was reviewed for conformity with all applicable regulations, including Sec. 7.131, Sec. 5.460 and Sec. 3.700 and after review by the Development Review Committee (DRC), and Staff has the following recommendations:

Staff recommends approval of the Conditional Use Permit Application for all the requested uses. The proposed residential development was designed as a PUD with the intent to provide primarily Single-Family Residential Uses with the option for Duplex and other supporting uses for the neighborhood. With that said, the location of signage and mail needs more consideration as the location of signage will impact view corridors and mail collection will generate traffic that needs to be planned for. During the Planning and Zoning Commission's consideration, the applicant explained they are coordinating with the Post Master to locate group mail boxes strategically throughout the development in consideration of mail carriers, residents, and traffic. Signage, though not finalized, would be located and permitted according to applicable City ordinances.

Staff recommends approval of the Conditional Use Permit (CUP) conditioned upon the following:

- Approval of Civil Construction Plans
- Approval of Preliminary Plat (Approved by the Planning and Zoning Commission on 6/4/2025)
- Approval of Final Plat

During the Planning and Zoning Commission's consideration on 6/4/2025, the motion to approve the request with staff's recommendations was carried unanimously.

ATTACHMENTS:

1. Z-2507 Location Map
2. Z-2507- Development Review Comments
3. Z-2507_response letter _ Trails at Windcrest CUP
4. Z-2507_Trails of Windcrest_Land Plan
5. Z-2501 PUD Draft
6. Z-2507 Public Hearing Map
7. Z-2507_ Mailing Labels
8. Z-2507 - Protest_ J Burrow
9. Z-2507_ Trails of Windcrest CUP_ Application

APPROVAL/REVIEW:

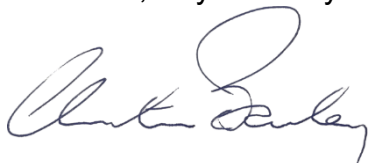
Date: June 11, 2025

Evan Williamson, Assistant City Engineer

Date: June 11, 2025

Garret Bonn, Assistant City Manager

Date: June 11, 2025

William McKamie, City Attorney

Date: June 12, 2025

Clinton Bailey, City Manager





May 12, 2025

Continental Homes of Texas L.P.
dlkleinfelder@drhorton.com

RE: Z-2507 – Review Comments for the Review of the Continential Homes of Texas, L.P. for the CUP (Conditional Use Permit) for the PUD(Planned Unit Development) located at 256 Pyka Road.

Dear Applicant,

Project will require consideration by the Planning and Zoning Commission scheduled for **Wednesday, June 4, 2025**, at 2818 US 290 East (HEB Room at the former University Center – City Hall East Campus), please have a representative present at the meeting.

The project will also require consideration by City Council on **Tuesday, June 17, 2025**, at 2818 US 290 East (HEB Room at the former University Center – City Hall East Campus), please have a representative present at the meeting.

Please review the following comments and address appropriately. Please provide a written response as to how the items are addressed by **Monday, May 19, 2025**.

Plans will not be reviewed or considered without a response sheet.

- Please provide a narrative responding to [Sec. 5.460](#) of the zoning ordinance.
- Provide an updated land plan that corresponds to the PUD document outlining Lot type A, Lot type B and Lot type X (Staff recommends each lot type has its own color) and what use is proposed on what lot. *For example there are 3 lot type X, but only 1 lot will have mailboxes whereas the all weather trail will be on all 3 lots.*

The City of Fredericksburg

126 W. Main St. • Fredericksburg, Texas 78624-3708 • (830) 997-7521 • Fax (830) 997-1861

Please return the revised plans along with your written response as to how the comments have been addressed by **Monday, May 19, 2025**. Please feel free to contact me with any comments or questions, jmusgrove@fbgtx.org and I will be happy to assist you.

A handwritten signature in black ink that reads "Jan Musgrove". The script is cursive and fluid.

Jan Musgrove
Planner 1

The City of Fredericksburg

126 W. Main St. • Fredericksburg, Texas 78624-3708 • (830) 997-7521 • Fax (830) 997-1861

May 16, 2025

City of Fredericksburg Development Review Committee
Attn: Jan Musgrove, Planner 1
jmusgrove@fbgtx.org
830-990-2079

Response to Z-2507 – Review Comments for the Review of the Continental Homes of Texas, L.P. for the CUP (Conditional Use Permit) for the PUD (Planned Unit Development) located at 256 Pyka Road dated May 12, 2025.

Our response to the City comments is provided in **bold** after the original comment.

- Please provide a narrative responding to Sec. 5.460 of the zoning ordinance. **Narrative Response Attached.**
- Provide an updated land plan that corresponds to the PUD document outlining Lot type A, Lot type B and Lot type X (Staff recommends each lot type has its own color) and what use is proposed on what lot. *For example there are 3 lot type X, but only 1 lot will have mailboxes whereas the all weather trail will be on all 3 lots.* **Updated Land Plan Attached. The revised plan includes a list of proposed principal uses for each Lot type. For Lot type X, the Lot designations have been added (OS-1 thru OS-7, & Lot 88) that correspond to the Preliminary Plat (attached), and specific principal uses are identified for each Lot type X location.**

Thank you for your comments and please contact me if you have any questions.

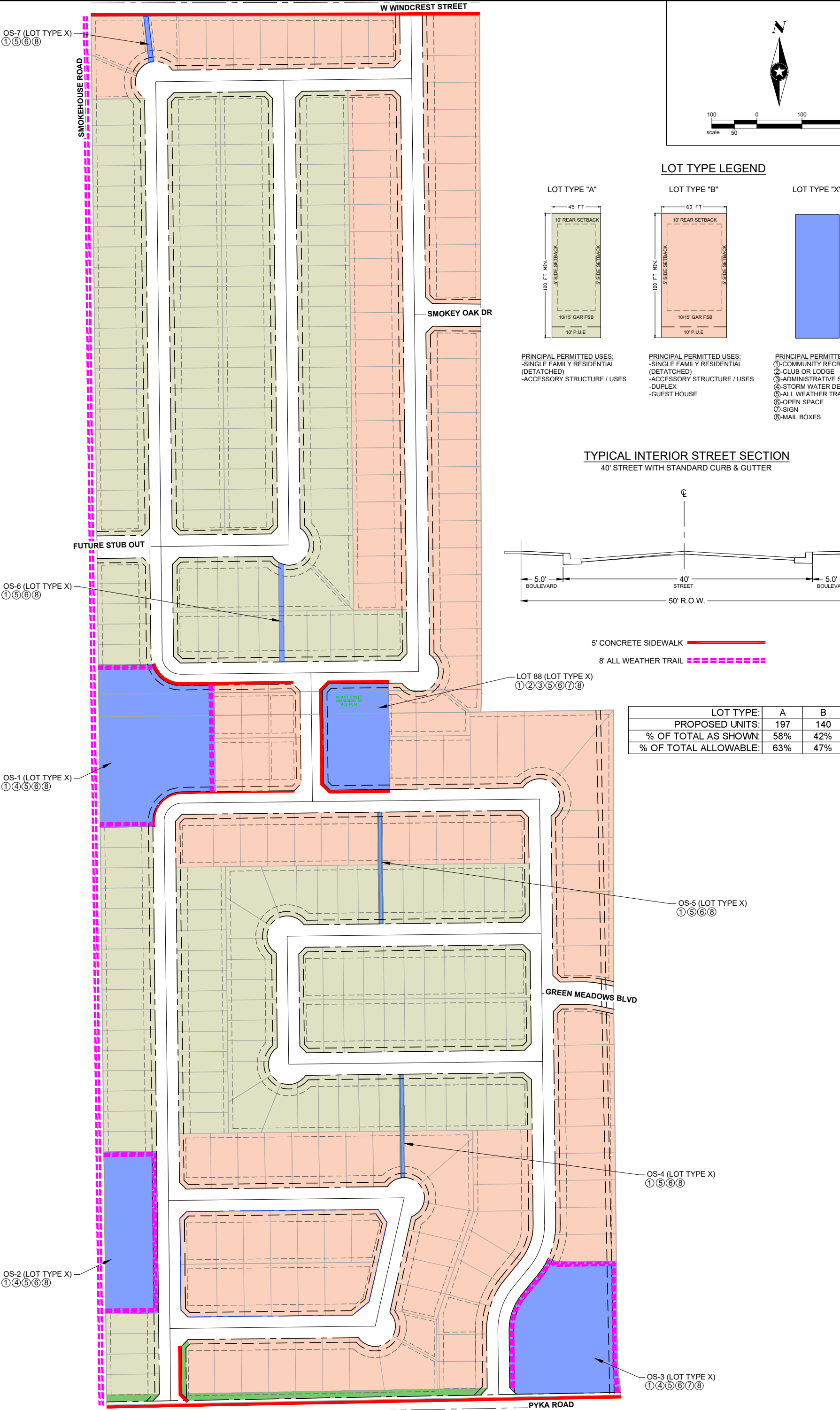
Sincerely,

Casey J. Zins, P.E.

Attachments:
Narrative Response to Sec. 5.460 of the Zoning Ordinance
Revised Land Use Plan
Preliminary Plat

Copy: Devin Kleinfelder – DR Horton
Mark Cornett, P.E. – Cornett Engineering

Save: 5/14/2025 3:57 PM rhaehn Plot: 5/14/2025 3:57 PM X:\AED\DRSAM\182539\5-final-dsgn\51-drawings\10-Civil\cad\dwg\exhibit\The Trails of Windcrest Land Plan.dwg



PROJECT NO.
DRSAM 182539
DATE:
5/14/2025

PROPOSED LAND PLAN
TRAILS OF WINDCREST SUBDIVISION
FREDERICKSBURG, TEXAS

FIGURE
NO. 1

Trails at Windcrest Subdivision– Planned Unit Development

Optimum Standards

Municipalities strive for sustainable growth whereby a city ages gracefully; however, the typical regulatory system reduces land development code to a set of minimums. To unify a common vision for this project, this document was developed to supplement the existing code of Fredericksburg, Texas to strive for more efficient and attractive design and construction.

For the most part, within this document there is little that reduces existing minimums in the Fredericksburg code. If there are any instances where exceptions are required, this document attempts to explain the justification behind reducing an existing control. For the most part, following these guidelines should produce a more livable residential community that ages well and retains value.

The Purpose & Intent of this document

1. Protect against incompatible uses that may devalue property overtime.
2. Provide safe and efficient pedestrian connectivity within the community.
3. Encourage patterns that create more attractive development than possible using a 'minimums based' regulatory system, thus improving future resale values while adding to the Fredericksburg property tax base.
4. Create a more flexible mix of lot types that allows the Master Plan to evolve to changing market conditions, innovations in design, technique, and materials, as well as changes in lifestyle or living standards.

Definitions

For the purpose of this ordinance, certain numbers, abbreviations, terms and words used herein shall be used, interpreted, and defined as set forth in this Section. Unless the context clearly indicates to the contrary, words used in the present tense include the future tense; words used in the plural number include the singular; the word "herein" means "in these regulations"; and the word "regulations" means "these regulations." **Modifications or supplements to the existing code of ordinances is shown in bold. The remaining definitions are unchanged.**

A.

"Person" includes a corporation, a partnership, and an incorporated association of persons such as a club. "Shall" and "will" are always mandatory. The term "building" includes a "structure"; a "building" or "structure" includes any part thereof; and "used" or "occupied" as applied to any land or building shall be construed to include the words "intended, arranged, or designed to be used or occupied."

B.

Words not herein defined but defined in any chapter of the City of Fredericksburg Codes

shall conform to the definitions used in said code.

ACCESSORY STRUCTURE/USES

A structure which is on the same lot as a principal structure, and the use of which is incidental to the use of the principal structure. Accessory structures include, but are not limited to, detached garage, storage shed, guest house, and other similar structures.

ADMINISTRATIVE SERVICES - Offices, administrative, clerical or public contract services that deal directly with the citizen or property owners, together with incidental storage and maintenance of necessary vehicles.

AGENT OF OWNER

Any person showing written verification that he or she is acting for, and with the knowledge and consent of, a property owner.

ALL WEATHER TRAIL

An eight (8) foot decomposed granite (DG) trail is a compacted, permeable pathway designed for all-weather pedestrian use.

BUILDING

A structure having a roof supported by columns or walls for the shelter, support or enclosure of persons and/or property. The word "building" includes the word "structure".

CLUB OR LODGE - A use providing meeting, recreational or social facilities for a private or non-profit association, primarily for use by members and guests. Typical uses include use by property owners for group usage.

COMMON AREA

An area held, designed and designated for the common use of the owners or occupants of a townhouse project, PUD, apartment, condominium, manufactured home park or subdivision.

COMMUNITY RECREATION - A recreational facility for use by residents and guests of a particular residential development, planned unit development, church, private primary educational facility, private secondary educational facility, club or lodge or limited residential neighborhood, including both indoor and outdoor facilities.

DUPLEX RESIDENTIAL

The use of a site for two dwelling units, within a single building, other than a manufactured home.

DWELLING UNIT

A residential unit other than a manufactured home providing complete, independent living facility for one family, including permanent provisions for living, sleeping, eating and cooking.

Efficiency Dwelling Unit. A dwelling unit containing not more than 400 square feet of floor area and not having a separate bedroom or sleeping area independent of the principal living area.

GUEST HOUSE - An accessory building containing a lodging unit with or without kitchen facilities, and used to house tenants or guests of the occupants of a dwelling unit on the same site.

HOME OCCUPATION

An accessory occupational use conducted entirely within a dwelling unit by the inhabitants thereof, which is clearly incidental to the use of the structure for residential purposes and does not change the residential character of the site. See Section 8.300, Home Occupation. This definition does not include short-term rentals.

IMPERVIOUS COVER

Any type of surface that prevents the infiltration of water into the ground. Surfaces such as stone, rooftops, patios, driveways, sidewalks, roadways, parking lots, and decomposed or crushed granite gravel (when utilized for parking areas and paths from ADA parking spaces to the entrance of buildings or structures) shall be considered as impervious cover. Uncovered wooden decks shall be considered as 50 percent impervious cover. Impervious cover does not include sidewalks or paving in the public right-of-way, or water features such as ponds, fountains, pools, and water detention basins.

LOT COVERAGE OR BUILDING COVERAGE

The area of lot covered by buildings or roofed areas, but excluding incidental projecting eaves, balconies and similar features, ground level paving, landscaping, and open recreational facilities. See Section 7.700.

LOT WIDTH - The horizontal distance between side lot lines, measured at 25' from front property line.

MAIL BOXES – Community mailbox clusters.

MULTIPLE FAMILY RESIDENTIAL

The use of a site for three or more dwelling units, within one or more buildings. These facilities are prohibited from obtaining STR permits.

NONCONFORMING STRUCTURE OR BUILDING

A structure or building, the size, dimension, or location of which was lawful prior to the adoption, revision, or amendment to the zoning ordinance but fails by reason of such adoption, revision, or amendment to conform to the present requirements of the zoning district.

NONCONFORMING USE

A lawful use of any land, building or structure, other than a sign or PUD, which does not conform with currently applicable use regulations, but which complies with use regulations in effect at the time the use was established. See Section 6.100.

OPEN SPACE – Area that is to be used for community recreation or left open. May include trees or landscape but generally left open for recreation spaces. May be also part of a storm water detention area.

PLANNED UNIT DEVELOPMENT (PUD)

A Planned Unit Development is a development which is under unified control and is planned, and developed, as a whole in a single development operation of programmed series or phases of development, each phase of which is specifically integrated into and made a part of the overall plan of development, and which shall include streets, lots, adequate utilities to serve the proposed uses and densities, and which indicates all structures and their relationship to each other and to adjacent uses and improvements, and which provides for common taxation, maintenance, and operation thereof. A Plan Unit Development shall consist of dwelling units, and may also include non-residential uses compatibly and harmoniously incorporated into the unitary design for the Planned Unit Development. A Planned Unit Development where more than five percent of the total area is utilized for non-residential purposes, such as commercial or industrial uses, is a non-residential PUD. See Section 3.700.

RESIDENCE

A building occupied as the abiding place of one or more persons in which the use and management of sleeping quarters, and all appliances for cooling, ventilating, heating, or lighting are under one control, including but not limited to one-family and two-family dwellings, duplexes, townhouses, condominiums, apartment houses and boarding houses, and which shall be the principal building or use on any lot in R-1, R-2, R-3, R-4 or R-5 residence districts.

SETBACK LINE

A line within a lot parallel to and measured from a corresponding lot line, forming the boundary of a required yard and governing the placement of structures and uses on the lot.

SIGN

Any device or surface on which letters, illustrations, designs, figures or symbols are painted, printed, stamped, raised, projected or in any manner outlined or attached and used for location and advertising purposes.

SINGLE FAMILY RESIDENTIAL

The use of a site for only one dwelling unit, other than a manufactured home.

SINGLE FAMILY RESIDENTIAL (ATTACHED)

A single family dwelling constructed as part of a series of dwellings, all of which are either attached to the adjacent dwelling or dwellings by party walls or are located immediately adjacent thereto with no visible separation. Included under this use category is townhouse and condominium.

STORM WATER DETENTION – Use of open space to collect and discharge storm water to a drainage system.

USE

The conduct of an activity, or the performance of a function or operation, on a site or in a building or facility.

Accessory Use. A use or activity which is incidental to and customarily associated with a specific principal use on the same site, including parking for the principal use.

Principal Use. A use listed by the regulations for any particular district as a permitted use within that zone and permitted, therein, as a matter of right when conducted in accordance with the regulations established by this ordinance.

Conditional Use. A use listed by the regulations for any particular district as a conditional use within that district and allowable therein, solely on a discretionary and conditional basis subject to a Conditional Use Permit, and to all other regulations established by this ordinance.

DEVELOPMENT AREAS / PHASING

The overall development is proposed to be divided into three phases. To be determined during preliminary platting. The first phase is anticipated to be on the southeast portion of the project along Pyka with secondary access through Green Meadows.

The maximum number of lots for the entire area of the PUD are included in the following table.

LOT TYPE:	A	B	TOTAL
PROPOSED UNITS:	197	140	337
% OF TOTAL AS SHOWN:	58%	42%	100%
% OF TOTAL ALLOWABLE:	62%	48%	

Lot Type “A”

Principal Permitted Uses. A conditional use permit will be required for this use.

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:

- Single Family Residential (detached)
- Accessory Structure/Uses

Property Development Standards

Except as specified herein, 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, width and depth, dwelling unit area, lot coverage, yards and building height.

Site Development Regulations for Lot Type “A”

The Site Development shall be subject to the following regulations (all references to Sections in the following table refer to the City of Fredericksburg Code of Ordinances). General Development Standards located on “Exhibit B”.

Feature	Regulation
Lot Size	Minimum Lot Area, 4,500 Square Feet
Lot Width	Minimum Lot Width, 45 feet
Height	Maximum Building Height, 2 Stories, 28 feet
Front Yard	Minimum Required Setback, 15 feet (20 feet for garage)
Street Side Yard	Minimum Required Setback, 15 feet
Interior Side Yard	Minimum Required Setback, 5 feet
Rear Yard	Minimum Required Setback, 10 feet
Residential Density	Maximum Dwelling Units per Lot, 1 per Lot
Minimum Dwelling Areas (Living Area Only)	750 Square Feet
Maximum Building Coverage	Percent of Lot Area, 50%
Maximum Impervious Coverage	Percent of Lot Area, 60%
Nonconforming Uses	Section 6.100
Yard and Setback Regulations	Section 7.300
Permitted Exceptions to Height Limits	Section 7.520
Fences Walls and Visibility	Section 7.530
Residential Density	Section 7.600
Temporary Uses	Section 8.000
Accessory Use Regulations	Section 8.200
Home Occupations	Section 8.300

Lot Type “B”

Principal Permitted Uses. A conditional use permit will be required for this use.

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:

- Single Family Residential (Detached)
- Accessory Structure/Uses
- Duplex
- Guest House

Property Development Standards

Except as specified herein, 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, width and depth, dwelling unit area, lot coverage, yards and building height.

Site Development Regulations for Lot Type “B”

The Site Development shall be subject to the following regulations (all references to Sections in the following table refer to the City of Fredericksburg Code of Ordinances). General Development Standards located on “Exhibit B”.

Feature	Regulation
Lot Size	Minimum Lot Area, 6,000 Square feet; or 10,000 square feet for guest houses and short-term rental, accessory uses
Lot Width	Minimum Lot Width, 60 feet
Height	Maximum Building Height, 2½ stories, 28 feet
Front Yard	Minimum Required Setback, 15 feet (20 feet for garage)
Street Side Yard	Minimum Required Setback, 15 feet
Interior Side Yard	Minimum Required Setback, 5 feet
Rear Yard	Minimum Required Setback, 10 feet
Residential Density	Maximum Dwelling Units per Lot, 1 per Lot
Minimum Dwelling Areas (Living Area Only)	750 Square Feet
Maximum Building Coverage	Percent of Lot Area, 50%
Maximum Impervious Coverage	Percent of Lot Area, 60%
Nonconforming Uses	Section 6.100
Yard and Setback Regulations	Section 7.300
Permitted Exceptions to Height Limits	Section 7.520
Fences Walls and Visibility	Section 7.530
Residential Density	Section 7.600

Temporary Uses	Section 8.000
Accessory Use Regulations	Section 8.200
Home Occupations	Section 8.300

Lot Type “X”

Principal Permitted Uses. A conditional use permit will be required for this use.

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

- Community recreation
- Club or Lodge
- Administrative services
- Storm water detention
- All weather trail
- Open space
- Sign
- Mail boxes

Property Development Standards

Except as specified herein, 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, width and depth, dwelling unit area, lot coverage, yards and building height.

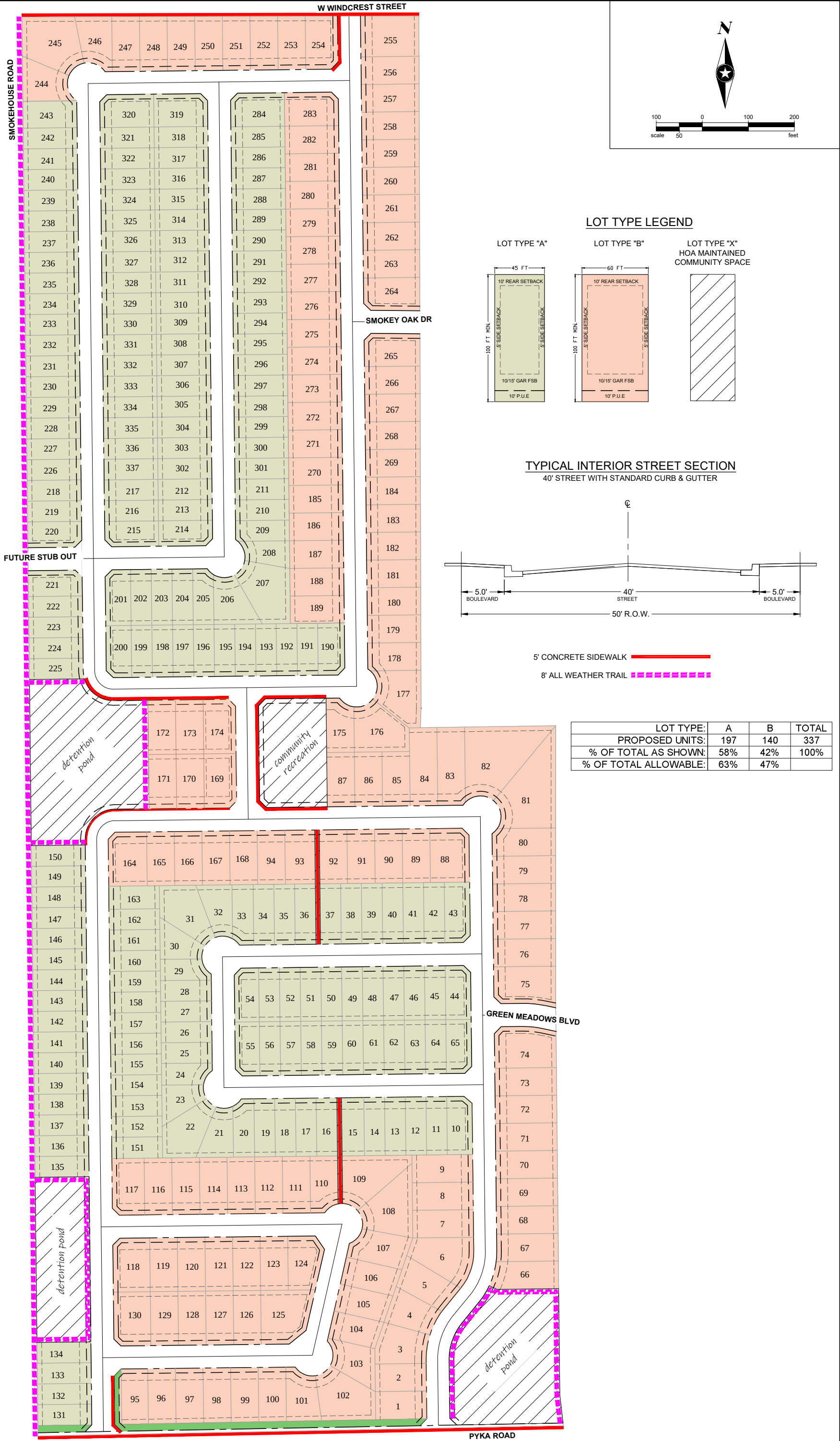
Site Development Regulations for Lot Type “X”

The Site Development shall be subject to the following regulations related to building structures. General Development Standards located on “Exhibit B”.

Feature	Regulation
Front Yard	Minimum Required Setback, 15 feet
Street Side Yard	Minimum Required Setback, 15 feet
Interior Side Yard	Ten (10) feet
Rear Yard	Minimum Required Setback, 10 feet

**EXHIBIT A
LAND USE PLAN**

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PROJECT NO.
DRSAM 182539
DATE:
3/18/2025

**PROPOSED LAND PLAN
TRAILS AT WINDCREST SUBDIVISION
FREDERICKSBURG, TEXAS**

FIGURE
NO. 1

EXHIBIT B GENERAL DEVELOPMENT STANDARDS

Except as specified herein, the development standards for right of way improvements, including utilities and street designs will follow the adopted standards of the City of Fredericksburg as of the effective date of this PUD.

1. 5' wide sidewalks will be provided as shown in Exhibit A – Land Use Plan to interconnect internal neighborhoods and to increase access around the community recreation areas. Additionally, sidewalks will be provided along Windcrest and along Pyka.
2. An 8' all weather trail will be provided as shown in Exhibit A – Land Use Plan to connect Pyka to Windcrest within the existing Smokehouse right-of-way and within the development around the open space areas.
3. Streets will be constructed to the City of Fredericksburg Standards for local access.
4. Interior connectivity sidewalks are to be provided as shown on the Trails of Windcrest Land Use Plan. Sidewalks not located in the public right of way shall be maintained by a designated homeowners association. The trails located outside of the public right of way will become part of "Lot Type X"
5. Storm water detention and open space areas are permitted within the Trails of Windcrest when deemed necessary and constructed in general conformance with City of Fredericksburg design standards. Storm water detention and open spaces outside of the public right of way will become part of "Lot Type X".
6. Temporary dead-end streets are permitted between phases that are no more than 1,000 linear feet and are to include either a temporary turn around constructed of minimum of 8" limestone base and capable of supporting H-20 loads in all weather conditions or a hammer head turn around that meets the City of Fredericksburg Standards if used in conjunction with a street intersection.
7. Each residential lot shall be constructed to provide 4 off street parking spaces inclusive of garage space.
8. Each residential lot will have at least one(1) tree of 1-1/2" minimum caliper provided in the front yard during landscape of the finished home.

Section 6.100. – Nonconforming Uses and Structures

A Nonconforming status shall exist under the following provisions of this ordinance.

When a use or structure which does not conform to the regulations prescribed in the district in which such use or structure is located was in existence and lawfully operating prior to the effective date of this Ordinance and has been operating since without discontinuance.

When at some subsequent date a use or structure which does not conform to the regulations prescribed in the district in which such use or structure is located was in existence at the time of annexation to the City of Fredericksburg and has since been in regular and continuous use.

Section 6.110. – Continuance of a Nonconforming Use

Residential Districts

Enlargement. A non-conforming use may be enlarged, expanded, extended or changed within the boundary of the lot in which the non-conforming use has legally operated, upon approval of a Conditional Use Permit (section 5.400). Any enlargement or extension, whether requiring a Conditional Use Permit or not, shall be required to come into in compliance with all city ordinances, codes, or policies and development regulations which may apply to the property (examples without limitation: landscape, parking, curb cuts, setbacks).

Conversions. A non-conforming use may be continued as the same classification, or may be changed to a use of a more restricted classification upon approval of a conditional use permit. If it is changed to a use in a more restricted classification or to a conforming use, it cannot be changed back to its original non-conforming use. For purpose of this paragraph, the phrase "same classification" means: uses permitted in the same district; a "more restricted classification" means: use in a district having more restricted use (i.e., C-2 vs. C-1); and provided that:

The new use is similar to or less intensive than that of the old use in terms of noise generated, outdoor storage, customer activity and impact on other conforming uses in the area, and that the new use comply with the parking requirements of this ordinance as applicable to newly established uses.

Termination.

If a non-conforming use or any portion thereof is voluntarily discontinued for a period of 90 days, any future use of such land or portion thereof shall be in conformity with the regulations of the district in which such land or portion thereof is located.

Non-conforming use is terminated upon a change in use other than as provided herein.

Non-conforming use is terminated upon destruction of a structure occupied by a non-conforming use unless it is permitted to be rebuilt as provided herein.

Section 6.120.- Continuance of Nonconforming Structures

Subject to all limitations herein set forth, any nonconforming structure may be occupied and operated and maintained in a state of good repair, but no nonconforming structure shall be enlarged or extended.

A nonconforming structure in which only permitted uses are operated may be enlarged or extended if the enlargement or extension can be made in compliance with all the provisions of this chapter established for structures in the district in which the nonconforming structure is located. Such enlargement shall also be subject to all other applicable city ordinances.

Termination of nonconforming structures:

Damage to structures. The right to operate and maintain any nonconforming structure shall terminate and shall cease to exist whenever the nonconforming structure is damaged in any manner and from any cause whatsoever and the cost of repairing such damage exceeds 75 percent of the tax roll assessed value of such structure on the date of such damage.

Obsolescence of structure. The right to operate and maintain any nonconforming structure shall terminate and shall cease to exist whenever the nonconforming structure becomes obsolete or substandard under an applicable ordinance of the municipality and the cost of placing such structure in lawful compliance with the applicable ordinance exceeds 75 percent of the tax roll assessed value of such structure on the date that the proper official of the municipality determines that such structure is obsolete or substandard.

Determination of replacement cost. In determining the replacement cost of any nonconforming structure there shall not be included therein the cost of land or any factors other than the nonconforming structure itself.

Section 7.300. – Yard and Setback Regulations

Section 7.310. – Purpose

Minimum yard requirements (setbacks) are established (see Appendix B) to ensure safety, light, air, privacy, building separation and open areas appropriate to each use and district, and to minimize impacts of uses and structures on one site upon adjoining sites.

Section 7.320. – Special Front Yard Regulations.

Where the frontage on one side of a street between two intersecting streets is divided by two or more zoning districts, the front yard shall comply with the requirements of the most restrictive district for the entire frontage.

Where a building line has been established by plat or ordinance and such line requires a greater or lesser front yard setback than is prescribed by this Ordinance for the district in which the building line is located, the required front yard shall comply with the building line so established by such ordinance or plat.

The front yard shall be measured from the property line to the front face of the building, vertical supports of the covered porch or covered terrace, or attached accessory building. Eaves and roof extensions may project into the required front yard for a distance not to exceed four feet and subsurface structures, fences, walls, platforms, or slabs may not project into the front yard to a height greater than 48 inches above the average grade of the yard.

Front yard setback areas, in residential zoning districts, shall have a maximum impervious cover allowance of 35 percent and be designed to standard residential designs.

Attached accessory buildings shall have a front yard not less than the main building. Detached accessory buildings shall be located in the area defined as the rear yard.

Where lots have double frontage, running through from one street to another, a required front yard shall be provided on both streets unless a building line for accessory buildings has been established along one frontage on the plat or by ordinance, in which event only one required

front yard need be observed.

If 25 percent or more of the frontage on one side of a street between two intersecting streets in any residential district is improved with buildings, prior to the effective date of this ordinance, that have been observed an average front yard line varying from the standards herein established, then the average front yard existing in the block shall be observed, provided however, that this regulation shall not be interpreted as requiring a front yard line of more than 25 feet.

Section 7.330. – Special Side Yard Regulations

- A. Every part of a required side yard shall be open and unobstructed, except for the ordinary projections of window sills, air conditioning units, pool equipment, belt courses, cornices and roof overhangs and other architectural features projecting not to exceed three feet into the required side yard, and root caves projecting not to exceed 36 inches into the required side yard.
- B. Swimming pools shall have side yard setbacks of ten feet from the lot line to the water's edge.
- C. Hot tubs, spas, and fire pits shall have side yard setbacks of 15 feet.1.Fire pits shall also conform to the City of Fredericksburg Fire Protection Ordinance. as applicable, set forth in Chapter 17 of the Code of Ordinances.
- D. Accessory Structures shall adhere to the setbacks of the base zoning district.

Section 7.340. – Special Rear Yard Regulations

- A. Every part of a required rear yard shall be open and unobstructed to the sky from a point 30 inches above the general ground level of the graded lot, except for accessory buildings as permitted in Section 8.270, and the ordinary projections of window sills, air conditioning units, pool equipment, belt courses, cornices, and roof overhangs and other architectural features projecting not to exceed three feet into the required rear yard.
- B. Swimming pools shall have rear yard setbacks of ten feet from the lot line to the water's edge.
- C. Hot tubs, spas, and fire pits shall have rear yard setbacks of 15 feet.1.Fire pits shall also conform to the City of Fredericksburg Fire Protection Ordinance, as applicable, set forth in Chapter 17 of the Code of Ordinances.
- D. Accessory Structures shall adhere to the setbacks as permitted in Section 8.270.

Section 7.520. - Permitted Exceptions to Height Limits

The following structures and features may exceed the maximum height for the district in which they are located, subject to limits specified herein:

The following structures may exceed the height limit of any district by not more than fifteen

percent (15%), or such height as may be necessary to comply with generally accepted engineering practices for stacks and vents, or any applicable Federal or State law, regulation, guideline or order, whichever is greater:

Parapet walls, chimneys, vents and mechanical or safety features such as fire towers, stairways, elevator penthouses, heating and cooling equipment and protective covers.

Ornamental towers, cupolas, domes and spires not designed for occupancy.

The following structures are exempt from the height limit:

Radio and television receiving antennae of the type customarily used for home radio and television receivers.

Flagpoles.

Radio towers operated by licensed amateur radio operators no more than sixty (60) feet in height plus fifteen (15) feet for antennae. A Conditional Use Permit shall be required to exceed tower and antennae height of sixty (60) feet and fifteen (15) feet respectively.

Section 7.530. – Fences, Walls and Visibility

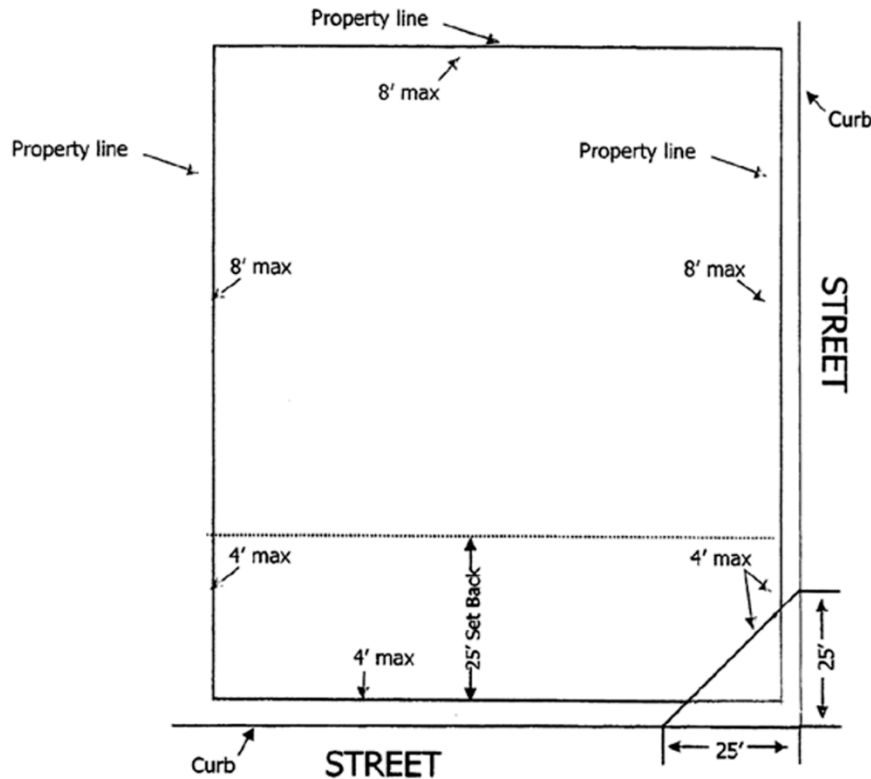
All fences, walls, shrubs, trees, signs or other obstructions shall be constructed and maintained in accordance with the following standards:

- (a) All fences, walls, and hedges, located in front of the minimum required front yard line as specified herein, shall not be constructed or maintained to a height exceeding four (4) feet above the grade of the lot.
- (b) All fences and walls located to the rear of the minimum required front yard setback shall not exceed eight feet in height. Fences or walls which conform to the minimum front, side and rear yards for buildings may be erected to any maximum height specified for a building on the lot or tract where such fence or wall is located
- (c) In addition to the provisions of (a) and (b) above, the following will apply to corner lots.

No fence, wall, shrub, tree, sign or other obstruction shall encroach into the area hereinafter defined as the twenty-five (25) foot visibility triangle. The limbs and foliage of trees existing as of April 1, 2009, may remain if an unobstructed cross-visibility at a level between three (3) feet and seven (7) feet in height from the road surface allowing for a four (4) foot visual clearance is maintained.

The twenty-five (25) foot visibility triangle is derived by measuring back twenty-five (25) feet along the curb (or edge of paved street if there is no curb) from the street corner of both streets, or other rights of way, that forms the point of intersection of the projection of the curb lines (or street paving if there is no curb) from the property. When both distances are measured, they will create two sides of the triangle. Then both sides of the triangle shall be connected by a line between both measured points. This completes the third side of the triangle and gives a line of angle to follow. All fences, walls, shrubs, trees, signs or other obstructions shall be located behind the measured triangle.

All fences, walls, shrubs, trees, signs or other obstructions shall be located behind the measured triangle. Only grass and/or groundcover will be permitted inside the triangle.



- A. Front yard set back is determined by the recorded lot orientation, not by address or orientation of structure.
 - B. Maximum height for the front yard fence is [four feet] (4'). This includes any gates, arbors, entrances or other structures built into the fence.
 - C. Maximum fence height other than the front yard is eight [feet] (8').
 - D. Fences and landscaping on corner lots must adhere to the Twenty-five[-foot] (25') triangle requirement. As shown above, a fence shall be built on an angle. There shall not be any landscaping within the triangle area, other than ground cover and/or grass.
- (d) Vegetation on or within the Right-of Way, overhanging the paved street area, shall be maintained at a vertical clearance of fourteen (14) feet.

Section 7.600. – Residential Density

Residential density regulations are established to coordinate the intensity of residential development with existing and planned public service and utility capabilities, to ensure residential development compatible with existing and anticipated uses of nearby property, and

to promote the growth, population distribution, and development policies of the Comprehensive Plan.

Section 8.000. – Temporary Uses

Provisions authorizing temporary uses for areas not in the public right-of-way are intended to permit occasional, temporary uses and activities when consistent with the purposes of the zoning regulations and when compatible with other nearby uses.

Section 8.100. – Temporary Use Types

The following types of temporary uses may be authorized, subject to specific limitations herein and such additional conditions as may be established by the Director of Development Services for the City of Fredericksburg or his or her designee "Director."

- A. Model homes and related real estate sales and display activities located within the subdivision or residential development to which they pertain.
- B. New subdivisions and related real estate sales and display activities located within the subdivision or residential development to which they pertain.
- C. A temporary sales office for use in development of a new subdivision may be established and operated within the subdivision for a period not to exceed four (4) years from the date of the first construction permit issued in the subdivision or until ninety-five percent (95%) of the lots therein are sold, whichever occurs first; provided that extension of time may be granted by the Board of Adjustment on application duly made for a special exception or temporary permit to continue such temporary use.
- D. Public, religious, patriotic, or historic assemblies, displays or exhibits, including festivals, benefits, fund-raising events or similar uses which typically attract a mass audience shall require any use district other than residential. (Exception: religious assembly in residential districts).
- J. Additional Temporary uses determined to be similar to the foregoing by the Building Official.

Section 8.200. – Accessory Use Regulations

The purpose of these provisions is to establish the relationship among the principal and accessory uses and to establish provisions governing the conduct of accessory uses.

Section 8.220. – Accessory Uses: Residential Use Types

Residential use types include the following accessory uses, activities and structures on the same site or lot. Residential accessory activities and meetings shall not generate guest traffic to the site exceeding ten vehicles during any two days or 24-hour period per week or 30 vehicles during any one week.

Private garages and parking for the principal use.

Recreational activities and facilities for use by residents.

Religious study meetings.

Playhouses, patios, cabanas, porches, gazebos, swimming pools and incidental household storage buildings.

One guest house, in the R-1 single family residential district on a lot containing 10,000 square feet or more of area, provided that the owner of the property lives on the property as their primary residence. The guest house shall not exceed the size of the primary structure. All other development requirements (as an example: additional parking space requirements) shall apply.

Garage or yard sales - no more than three in any one year and not exceeding three consecutive days.

Home Occupations in compliance with Section 8.300.

Registered Family Homes.

Other necessary and customary uses determined by the Director of Planning and Building to be appropriate, incidental and subordinate to a principal use.

Section 8.250. – Temporary Accessory Building

Residential. A maximum of two (2) temporary buildings which are not attached permanently to a foundation, each of which does not exceed one hundred fifty (150) square-feet in gross floor area, and ten (10) feet in height, shall be permitted as accessory buildings on a residential lot, provided that such buildings are secured to the ground in a manner approved by the Homeowners Association.

Section 8.270. – Yards and Accessory Buildings

All accessory buildings shall be subject to the following setback provisions:

Front Yard. Accessory buildings shall have a front yard not less than the main building.

Side Yard. There shall be a side yard not less than five (5) feet from any side lot line, or easement line, except that adjacent to a side street, the side yard shall never be less than fifteen (15) feet.

Rear Yard. There shall be a rear yard not less than three (3) feet from any lot line, alley line or easement line, except that if no alley exists, the rear yard shall not be less than ten (10) feet as measured from rear lot line.

Section 8.300. – Home Occupations

Home occupations accessory to residential use shall be subject to the following limitations:

The home occupation shall be conducted entirely within a dwelling unit which is the bona fide residence of the practitioner (s), or entirely within only one accessory garage building (not including a carport).

No person other than a family member who resides in the dwelling unit shall participate in the home occupation on the premises.

The residential character of the lot and dwelling shall be maintained. Neither the interior nor the exterior of the dwelling shall be structurally altered so as to require compliance with nonresidential construction codes to accommodate the home occupation. No additional buildings shall be added on the property to accommodate the home occupation.

The home occupation shall not generate customer related vehicular traffic.

No direct selling of merchandise shall occur on the premises.

No equipment or materials associated with the home occupation shall be displayed or stored where visible from anywhere off the premises.

The occupation shall not produce external noise, vibration, smoke, dust, odor, heat, glare, fumes, electrical interference or waste run-off outside the dwelling unit or on the property surrounding the dwelling unit.

No vehicle used in connection with the home occupation which requires a commercial driver's license to operate shall be parked on the premises or on any street adjacent to the residentially zoned property.

The home occupation shall not be advertised by any signs on the premises, including business signs on vehicles, nor shall the street address of the home be advertised through signs, billboards, television, radio, newspapers or other forms of direct advertising.

Nothing herein shall be construed to allow the following businesses or occupations as home occupations: animal hospitals, animal breeding, clinics, hospitals, contractor yards, dancing schools, junk yards, restaurants, rental outlets, vehicle repair shops or massage parlors.

Deliveries from commercial suppliers may not be made more than once each week, and deliveries shall not restrict traffic circulation.

EXHIBIT C SIGNAGE REGULATIONS

Section 29-7. Permanent signs permitted

All signs listed in this section shall be required to meet any applicable standards as listed in this section and a construction permit shall be required prior to the erection of any signs described in this section:

(1) The following signs shall be permitted:

- a. Residential subdivisions are allowed one permanent identification sign at each major entrance with not more than 32 square feet of sign area per sign. The height of each sign shall not exceed five feet and the lowest point of the sign facing shall not exceed 24 inches above the adjacent ground.
- b. Temporary real estate signs.
 1. A maximum of two temporary real estate development signs, with a combined total of 90 square feet of sign area and limited to 64 square feet for any one sign, may be located in a new subdivision.
 2. Each sign shall be located at a separate location with maximum separation as practicable. Two signs at the subdivision entrance are prohibited.
 3. The maximum sign height shall be 15 feet.
 4. Such temporary real estate subdivision signs shall be removed 24 months from the date the building permit for the sign is issued unless an application for extension of the same is made prior to the expiration of the 24-month period, in which case the 24-month period shall be extended for one additional period up to 24 months.

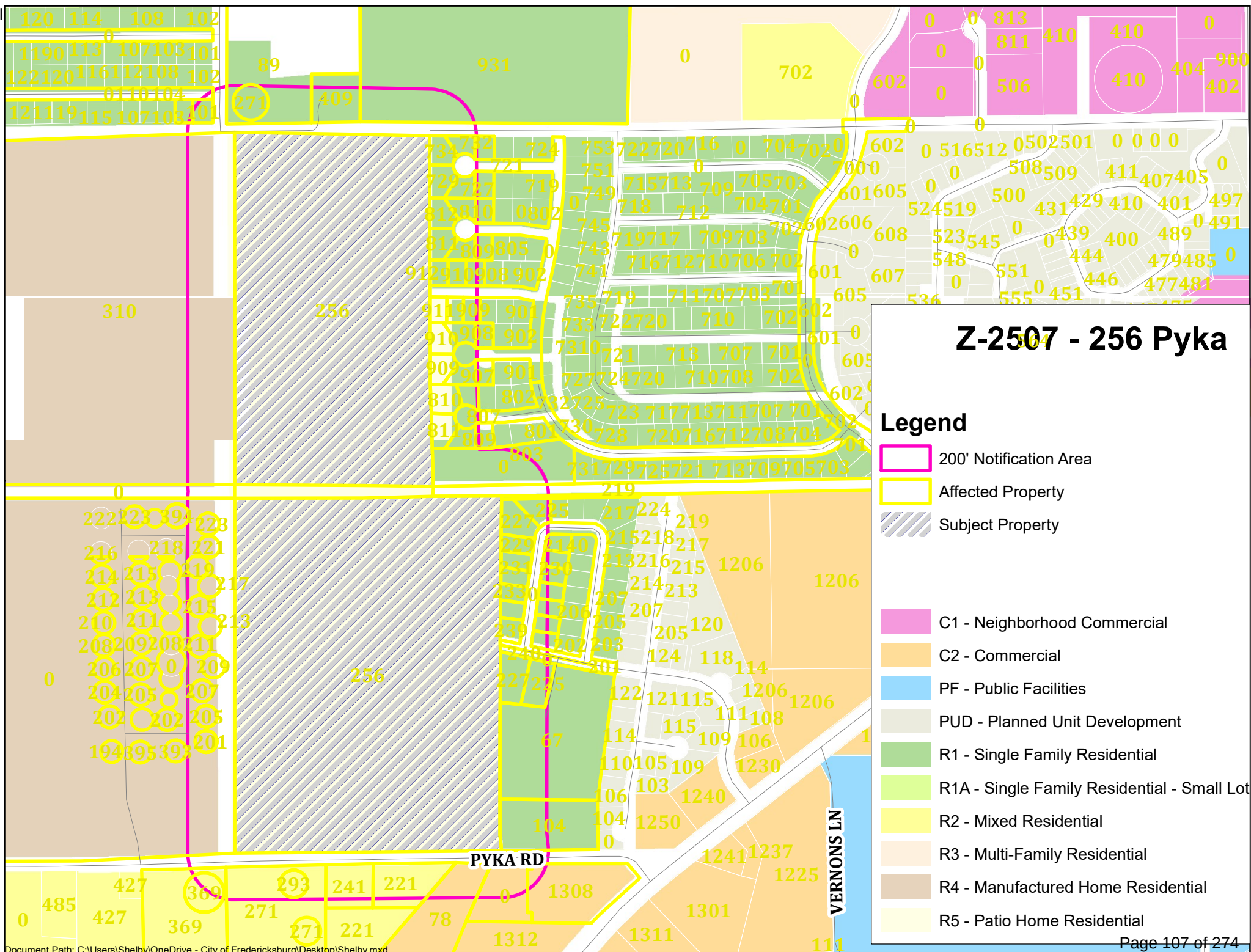
Section 29-5. Signs exempted from certain regulations

The signs described in the following subsections are exempt from the regulations provided for in the city code. However, such signs shall remain subject to the construction and electrical standards of the city codes:

- (1) Realty signs advertising the sale, lease, rental, will build to suit of or on the premises upon which the sign is located, provided such signs do not exceed 32 square feet in area in nonresidential districts, and six square feet in area in residential districts, and do not exceed five feet in height. This exception includes garage sale or similar signs in residential districts. These signs shall be limited to one per lot.
- (2) Signs or bulletin boards customarily incidental to places of worship, libraries, museums, social clubs, societies, or charitable organizations and located on the premises of such institutions, provided that if it is a freestanding sign such signs do not exceed 32 square feet in area.
- (3) One sign per street frontage of a building which is under construction, structural alteration or repair announcing the character of the building or enterprise or the purpose for which the building is intended, including names of architects, engineers, contractors, developers, financiers, owners, and others, provided the area of such signs does not exceed 32 square feet in nonresidential districts, and 16 feet in residential districts. Individual contractor signs (one per contractor), not exceeding three square feet in area, are allowed in addition to the construction

sign described earlier in this subsection. All such contractor or construction signs shall be removed within 30 days after the completion of the construction project. All such signs which are larger than three square feet in area shall be set back from the property line to the normal building setback line required in the applicable zoning district. For the purposes of this subsection, the term "under construction" means under active construction and before substantial completion. Such signs shall not be erected, placed or allowed to remain in the absence or lapse of a building permit for the property to which it relates, or if a certificate of occupancy has been issued for such property. Trade repair or improvement signs (e.g., landscape and air conditioner repair signs) are limited to four square feet and may be placed only for the length of time the active repair or installation is underway not to include any maintenance period.

- (6) Governmental signs, provided that such signs do not exceed 32 square feet in area.
- (7) Community service signs may be placed on or over public property or on or over a public right-of-way only by units of local, state or federal governments or their agents. All signs in this category shall be maintained in good condition and if not the city building official shall cause such sign to be removed. If any sign in this category is for a special event, the sign shall not be erected more than two weeks prior to the event and shall be removed no later than five days after the event. The owner or organization shall be responsible for all costs involved in the erection and removal of such signs. A freestanding community service sign shall not six square feet in area in residential districts. Signs hung across a public right-of-way shall be constructed of minnow seine material and shall be no larger than four feet in width and 36 square feet in length.
- (8) Official flags of governmental jurisdictions, U.S. military regimental flags, school flags and flags placed with permission of the city for special events or occasions.
- (10) Signs specifically approved in a planned unit development; provided, however no prohibited signs shall be permitted.
- (11) Political election signs and signs the regulation of which is prohibited by the First Amendment as free speech, provided that such signs do not exceed 36 square feet in area or eight feet in height, on private real property with the consent of the owner, and are nonilluminated and without moving elements, and provided that such signs shall not be placed in, on or over any public street right-of-way. This provision shall not prohibit the use of signs in lawful demonstrations or speech in the public forum.
- (15) Directional signs, provided that such signs do not exceed six square feet in area or five feet in height.
- (16) No solicitation signs.



10-8 PROPERTIES LLC
%GRANT, JACOB
412 S ADAMS PMB 1104
FREDERICKSBURG, TX 78624

BOONE, RUTH
217 SHANNON DR
FREDERICKSBURG, TX 78624

DEAN, JAMES R & JACQUELINE R
205 SHANNON DRIVE
FREDERICKSBURG, TX 78624

1308 PROPERTIES LLC
1308 S ST HWY 16
FREDERICKSBURG, TX 78624

BRT RESOURCES LLC
1250 NE LOOP 410 STE 333
SAN ANTONIO, TX 78209

DONALDSON, ANDREA BIRGE
P.O. BOX 222
LEXINGTON, TX 78947

1910 W KOENIG LANE LLC
%HOLCOMB, CHARLES
209 N CROCKETT #3
FREDERICKSBURG, TX 78624

BURROW, JOYCE M
7854 RANCH RD 1631
FREDERICKSBURG, TX 78624

MELISSA STAEDTLER
403 E TRAVIS
FREDERICKSBURG, TX 78624

3 STEHLING HOMES LLC
% STEHLING, KEITH
501 W MAIN ST
FREDERICKSBURG, TX 78624

CARPENTER, CYNTHIA J
2409 AVALON CT
FORT WORTH, TX 76021

DUBUQUE, LOUIS & PHYLLIS
725 MADILYN CT
FREDERICKSBURG, TX 78624

ALEMAN, AARON & DAYSHA
809 SCARLET OAKS CT
FREDERICKSBURG, TX 78624

CASSLES, GEORGE E
812 GRAY OAK CT
FREDERICKSBURG, TX 78624

ELLIOTT, DANIEL W & JILL T
271 SMOKEHOUSE RD
FREDERICKSBURG, TX 78624

ANDEREGG, MARY, LIFE ESTATE
D/O BURNSIDE, SANDRA ETAL
241 PYKA RD
FREDERICKSBURG, TX 78624

CAUSEY, JUSTIN & ANNE
809 GRAY OAK CT
FREDERICKSBURG, TX 78624

EWALD, WYATT E & VIRGINIA K
209 SHANNON DR #13
FREDERICKSBURG, TX 78624

ANDERSON, CHRISTINE ROSE
207 SHANNON DR
FREDERICKSBURG, TX 78624

CIRAULO, PATRICIA FAMILY TRUST
%CIRAULO, PATRICIA KATHLEEN
1414 EMINENCE LN
WYLIE, TX 75098

FLEMING, DUSTIN & MATTIE R
910 YELLOW BARK CT
FREDERICKSBURG, TX 78624

ARNOLD, CATHERINE M
219 SHANNON DR
FREDERICKSBURG, TX 78624

PROPERTY OWNER
239 GREEN OAKS LOOP
FREDERICKSBURG, TX 78624

FORSHA, JERI & LARRY GEIST
215 SHANNON DR
FREDERICKSBURG, TX 78624

AUSTERMANN, STEPHEN & ALEXA
912 SMOKEY OAK DR
FREDERICKSBURG, TX 78624

PROPERTY OWNER
810 GRAY OAKS LOOP
FREDERICKSBURG, TX 78624

FOSTER, BETTY J -LIFE ESTATE
D/O GORDEN, DELLA M ETAL
516 GOEHMANN LN
FREDERICKSBURG, TX 78624

FREDBG HOMES LLC
PO BOX 2
DRIPPING SPRINGS, TX 78620

LEAMONS, JOSHUA W & CARA S
PO BOX 1504
FREDERICKSBURG, TX 78624

OTTMERS, WILBERT & CLARA ANN
432 S LINCOLN
FREDERICKSBURG, TX 8624

GOMEZ, OLIVIA R
240 GREEN OAKS LP
FREDERICKSBURG, TX 78624

MCCUAN, TRACY L & RHONDA W
907 SMOKEY OAK
FREDERICKSBURG, TX 78624

PAPE, CODY R & BURRIER, MONICA
811 SCARLET OAK CT
FREDERICKSBURG, TX 78624

HEIGH HO HOLDINGS LLC-230
GREEN OAKS LOOP SERIES
% READING, KATHERINE PENICK
3267 BEE CAVE RD STE 107-324
AUSTIN, TX 78746

MELENDEZ, OSCAR & MORENO,
GABRIELA
808 GRAY OAK CT
FREDERICKSBURG, TX 78624

PFERSICH, STEPHANIE
225 GREEN MEADOWS BLVD
FREDERICKSBURG, TX 78624

HERITAGE FAMILY SCHOOL
310 SMOKEHOUSE RD
FREDERICKSBURG, TX 78624

MENDEKE, JOHN G LIVING TRUST
%MENDEKE, JOHN G TRUSTEE
228 GREEN OAK LP
FREDERICKSBURG, TX 78624

PLOW DEVELOPMENT 1 LLC
1250 NE LOOP STE 333
SAN ANTONIO, TX 78209

HERNANDEZ, REFUGIO & VERONICA
810 SCARLET OAK CT
FREDERICKSBURG, TX 78624

MERRILL, ED & ANN SHANNON
909 YELLOW BARK CT
FREDERICKSBURG, TX 78624

PYKA LANE DEVELOPMENT OF TX
420 PYKA LN
FREDERICKSBURG, TX 78624

HILL COUNTRY MEMORIAL
HOSPITAL
1020 S ST HWY 16
FREDERICKSBURG, TX 78624

NOVAR HOMES LLC
129 SHERWOOD DR
COMFORT, TX 78013

REEH, LIFE ESTATE
C/O REEH, STACEY KIM
44 LDS LN
FREDERICKSBURG, TX 78624

JAMES, JOSEPH P & MARY G
729 MADILYNN CT
FREDERICKSBURG, TX 78624

OAKS OF WINDCREST PROPERTY
OWNERS ASSOCIATION INC
11844 BANDERA RD #466
HELOTES, TX 78023

RICE, JACOB & CATSOULES,
ATHENA
908 SMOKEY OAK DR
FREDERICKSBURG, TX 78624

JENKINS, RALPH H
201 SHANNON DR
FREDERICKSBURG, TX 78624

OAKWOOD RV RESORT OF TX LLC
%ALBERT J KUTZBACH
PO BOX 6194
INCLINE VILLAGE, NV 89450

ROBERTS, JOHN A III
907 YELLOW BARK CT
FREDERICKSBURG, TX 78624

KELLER, JENNIFER L
235 GREEN OAKS LP
FREDERICKSBURG, TX 78624

ORDNER, LAURA CARROL
908 YELLOW BARK CT
FREDERICKSBURG, TX 78624

ROESSLER, NELDA J
220 ALTWEIN RD
BLANCO, TX 78606

RYAN, THOMAS & NICOLE
233 GREEN OAKS LOOP
FREDERICKSBURG, TX 78624

SHIPMAN, TIMOTHY & REBECCA
425 PEACEABLE RD
FREDERICKSBURG, TX 78624

BECK, RUSSELL K & VERLA K
394 JESSIE LN
FREDERICKSBURG, TX 78624

SABEC, ROBERT TRUST &
TURNIPSEED, SARAH TRUST
910 SMOKEY OAK DR
FREDERICKSBURG, TX 78624

SMITH, LIZA
734 MADILYNN COURT
FREDERICKSBURG, TX 78624

CUPPES, CODY
236 GREEN OAKS LOOP
FREDERICKSBURG, TX 78624

SANCHEZ, RAFAEL & HUMBERTINA
234 GREEN OAKS LOOP
FREDERICKSBURG, TX 78624

STRICKLAND, J & DONNA
409 SMOKEHOUSE RD
FREDERICKSBURG, TX 78624

FREDBG BAPTIST CHURCH
PO BOX 1295
FREDERICKSBURG, TX 78624

SCHAEFER, KEN & KARYN
103 PARLIN LN
FREDERICKSBURG, TX 78624

VOLLMAR, SCOTT & TAMMY
227 GREEN OAKS LP
FREDERICKSBURG, TX 78624

SCHROCK, JAMES & GARZA JANE
909 SMOKEY OAK DR
FREDERICKSBURG, TX 78624

WARE, SHELLY & RHONDA
225 GREEN OAKS LP
FREDERICKSBURG, TX 78624

SCHROEDER, CHARLES
PO BOX 838
FREDERICKSBURG, TX 78624

WARFIELD, MATTHEW & CALLAN
727 MADILYNN CT
FREDERICKSBURG, TX 78624

SEALS, MAUREEN
211 SHANNON DR
FREDERICKSBURG, TX 78624

WENDEL, LEONARD M
807 SCARLET OAK CT
FREDERICKSBURG, TX 78624

SHAFER, KEITH & ILENE
221 SHANNON DR
FREDERICKSBURG, TX 78624

WILLIAMS, AMANDA ASHLEY
811 GRAY OAK CT
FREDERICKSBURG, TX 78624

SHIPMAN, & 1997 FAMILY TRUST
%SHIPMAN, TRUSTEES
P O BOX 1505
FREDERICKSBURG, TX 78624

WILLIAMSON, EVAN & AMANDA
229 GREEN OAKS LP
FREDERICKSBURG, TX 78624

Public Comment Form
Please return this form to:
Development Services – Zoning
126 W. Main Street
Fredericksburg, TX 78624
830-997-7521



REQUEST NO. Z-2507

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

Please —
We all need to be thinking about our
WATER!! Not enough water for all
this housing.

Joyce Burrow
Signature

5-20-2025
Date

Joyce Burrow
Printed Name

7854 Ranch Rd 1631 Fbg TX 78624
Address



Zoning Application

City of Fredericksburg – Development Services Department

126 W. Main St, Fredericksburg, TX 78624

A. Project Information

Project Name: Trails of Windcrest, PUD

Project Address: 256 Pyka

Property Tax ID Numbers: 17543

B. Application Type: [Appendix A – Fee Schedule](#)

- ☐ Voluntary Annexation - \$750.00
- ☒ Conditional Use Permit - \$500.00
- ☐ Land Use Change - \$300.00
- ☐ Zoning Change - \$600.00
- ☐ Amendment to existing PUD - \$500.00
- ☐ Creation of PUD - \$750.00
- ☒ DRC Review Comments - \$250

❖ *All applicants will be charged the following fees for the required Public Hearing notifications.*

- ☒ *Public Hearing Newspaper - \$150.00*
- ☒ *Public Hearing 200 ft notification letter - \$100.00*

C. Applicant/Owner Information - Property Owner

Owner Name: Plow Development
Owner Address: 1020 NE Loop 410, Ste 802, San Antonio, Tx
Owner Phone Number: 832-771-1181
Owner Email Address: skip@landanalytics.com

D. Applicant

Applicant Name: Continental Homes of Texas, L.P.
Applicant Address: 1306 E McCarty Ln, San Marcos, Tx 78666
Applicant Phone Number: 210-859-1829
Applicant Email Address: dlkleinfelder@drhorton.com

Applicant's Signature

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, if I am not the owner, that I have authorization from the owner to act on his/her behalf.

Signature: 

Printed Name: MIKE BOHM

Staff Use Only Application Number: Z-2507 Date: 4/25/25

Ch # 10846 -\$1,000.00



CONDITIONAL USE PERMIT (CUP) CHECKLIST

This form and all required exhibits must be included with the Conditional Use Permit (CUP) application.

- § Provide a brief description of the proposed use, including information pertinent to the review and evaluation criteria stated in [Section 7.131](#) in the form of a narrative.
- ☐ The site plan shall be drawn to scale, and include dimensions as necessary to show the following:
 - ☐ The date, scale, north point, title, name of owner and name of person preparing the Site Plan.
 - ☐ Zoning summary, including type, minimum and actual lot size, setbacks, maximum and actual building height, building coverage and impervious coverage. [Section 7.131](#)
 - ☐ Address and legal description of property [Section 7.131](#)
 - ☐ Show and dimension requested access to public roadways and provide plans for access Management. [Section 7.131](#)
 - ☐ The location of existing and proposed improvements including parking and loading areas, pedestrian and vehicular access and utility or service areas. [Section 7.131](#) The location of existing and proposed fencing and screening. [Section 7.940](#)
 - ☐ Location and size of existing and proposed streets and alleys [Section 7.131](#) dimension of boundary lines, easements, and required yards and setbacks of all existing and proposed buildings and land improvements and the height and intended use of existing and proposed buildings on site, and approximate locations of buildings on abutting sites within 50 [Section 7.131](#)
 - ☐ Proposed exterior lighting, including fixture type. [Article XV- Outdoor Lighting](#)
 - ☐ The number of existing and proposed parking and loading spaces, and a calculation of applicable minimum requirements. [Section 7.860](#)
 - ☐ Landscaping, including location, size, and species of existing trees on site, square footage of all proposed landscape areas. [Section 7.920](#) The location of signs. [Chapter 29](#)
 - ☐ Site plan showing response to [Sec. 5.460](#) including a narrative addressing the response.
 - ☐ Photos of all four sides of the property.
 - ☐ Provide existing and proposed topography and grading (5' minimum contour intervals), and erosion control measures. [Section 7.131](#)
 - ☐ Solid waste container, which requires screening. [Section 7.980](#)
 - ☐ Proposed and existing water, sewer and electric utilities. [Section 7.131](#)
 - ☐ Visibility triangle at street intersections and driveways. [Section 7.131](#)
 - ☐ Fire Lanes and fire hydrant. [Section 7.131](#)
 - ☐ Provisions for handicapped access. [Section 7.131](#)
 - ☐ On sites affected by the 100-year floodplain, impervious coverage and building coverage are based on the area outside the floodplain. Provide calculations accordingly.
 - ☐ Applicable Fee - **\$500** (1/1/2024)
 - ☐ PDF copies emailed to jmusgrove@fbgtx.org

Note: Staff or the Planning and Zoning Commission may require modification of a Conditional Use Permit as a prerequisite for approval. [Sec. 5.460](#)

I hereby acknowledge that the items listed above are included with this submittal and that any items not included with this application will result in this application being deemed incomplete and returned without review or scheduled for the upcoming meeting dates.

Owner/Agent: Mark D. Cornett

Date: 4/24/25

Printed Name: Mark D Cornett - Cornett Engineering

Conditional User Permit – Z-2501

Trails of Windcrest, a Planned Urban Development (PUD), Fredericksburg, Texas 78624

Approved by Planning and Zoning Commission - April 2, 2025

Approved by City Council – April 15, 2025

A conditional use permit is requested for each of the lot types as depicted in the PUD documents and specifically referenced in pages 6-9. A copy of the approved PUD documents are attached for reference.

Lot Type “A”

Principal Permitted Uses. A conditional use permit is requested for these 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:

- Single Family Residential (detached)
- Accessory Structure/Uses

Lot Type “B”

Principal Permitted Uses. A conditional use permit is requested for these 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:

- Single Family Residential (Detached)
- Accessory Structure/Uses
- ~~Duplex~~
- Guest House

Lot Type “X”

Principal Permitted Uses. A conditional use permit is requested for these uses.

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

- Community recreation
- Club or Lodge
- Administrative services
- Storm water detention
- All weather trail
- Open space
- Sign
- Mail boxes



CITY COUNCIL AGENDA MEMO

DEPARTMENT: City Secretary
TO: Mayor & City Council Members
FROM:
MEETING DATE: June 17, 2025

CATEGORY: OTHER ACTION ITEMS AND
UPDATES

CAPTION: Consider public comments on a proposed ordinance repealing the Authorization of Late Hours Alcohol Sales. No action to be taken.

PRESENTATION:
[PRESENTER_NO_BR]

SUMMARY:

BACKGROUND:

FUNDING SOURCE:

FINANCIAL IMPACT:

STAFF RECOMMENDATION:

COMPREHENSIVE PLAN GUIDING PRINCIPLE:

Neighborhood Quality
Workforce
Tourism
City Center
Mobility
Small Town Sensitive Growth
Governance

ATTACHMENTS:

None

APPROVAL/REVIEW:



Leticia Vacek, City Secretary

Date: June 10, 2025



William McKamie, City Attorney

Date: June 12, 2025



Garret Bonn, Assistant City Manager

Date: June 12, 2025



Clinton Bailey, City Manager

Date: June 12, 2025



CITY COUNCIL AGENDA MEMO

DEPARTMENT: Finance Department
TO: Mayor & City Council Members
FROM: Krista Wareham, Director of Finance
MEETING DATE: June 17, 2025

CATEGORY: OTHER ACTION ITEMS AND
UPDATES

CAPTION: Consideration of the Acceptance of the City's Fiscal Year 2024 Financial Audit. (Krista Wareham, Finance Director)

- i. Presentation by Kevin Randolph, CPA with Eide Bailly
 - ii. Take action to accept the FY2024 Audit and Financial Statement prepared by Eide Bailly
-

PRESENTATION:
[PRESENTER_NO_BR]

SUMMARY:

The accounting firm of Eide Bailly has performed an audit of the City's Annual Financial Statements for the fiscal year ending September 30, 2024. The financial statements are the responsibility of the City's administration. The auditor's responsibility is to express an opinion on the financial results presented based on their audit.

Kevin Randolph, CPA, will present an overview of the City's financial audit results.

BACKGROUND:

The City Charter requires an annual audit and examination of the City records and accounts of each department of the City. A complete audit in accordance with standards set by the American Institute of Certified Public Accountants shall be made at the end of each fiscal year by an independent Certified Public Accountant approved by the City Council.

FUNDING SOURCE:

FINANCIAL IMPACT:

STAFF RECOMMENDATION:

Staff recommends accepting the findings and recommendations outlined in the recent audit report conducted by Eide Bailly. The audit provides valuable insights into our financial practices, operational efficiencies, and compliance with regulatory requirements.

COMPREHENSIVE PLAN GUIDING PRINCIPLE:

Governance

ATTACHMENTS:

1. City of Fredericksburg 2024 Final Governance Letter

APPROVAL/REVIEW:



Leticia Vacek, City Secretary

Date: June 10, 2025



William McKamie, City Attorney

Date: June 10, 2025



Krista Wareham, Director of Finance

Date: June 11, 2025



Clinton Bailey, City Manager

Date: June 11, 2025



June 6, 2025

To the Mayor and
Members of the City Council
The City of Fredericksburg

We have audited the financial statements of the City of Fredericksburg (the City) as of and for the year ended September 30, 2024, and have issued our report thereon dated June 6, 2025. Professional standards require that we advise you of the following matters relating to our audit.

Our Responsibility in Relation to the Financial Statement Audit under Generally Accepted Auditing Standards and *Government Auditing Standards* and our Compliance Audit under the Uniform Guidance

As communicated in our letter dated October 16, 2024, our responsibility, as described by professional standards, is to form and express an opinion about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America and to express an opinion on whether the City complied with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on the City's major federal program. Our audit of the financial statements and major program compliance does not relieve you or management of its respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of the City solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

Our responsibility, as prescribed by professional standards as it relates to the audit of the City's major federal program compliance, is to express an opinion on the compliance for the City's major federal program based on our audit of the types of compliance requirements referred to above. An audit of major program compliance includes consideration of internal control over compliance with the types of compliance requirements referred to above as a basis for designing audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, as a part of our major program compliance audit, we considered internal control over compliance for these purposes and not to provide any assurance on the effectiveness of the City's internal control over compliance.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

We have provided our comments regarding internal controls during our audit in our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards* dated June 6, 2025. We have also provided our comments regarding compliance with the types of compliance requirements referred to above and internal controls over compliance during our audit in our Independent Auditor's Report on Compliance for the Major Federal Program and Report on Internal Control Over Compliance Required by the Uniform Guidance dated June 6, 2025.

Planned Scope and Timing of the Audit

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

Compliance with All Ethics Requirements Regarding Independence

The engagement team, others in our firm, as appropriate, our firm, and other firms utilized in the engagement, if applicable, have complied with all relevant ethical requirements regarding independence.

Qualitative Aspects of the Entity's Significant Accounting Practices

Significant Accounting Policies

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City are described in the notes to the financial statements. There have been no initial selection of accounting policies and no changes in significant accounting policies or their application during 2024. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Significant Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments.

The most sensitive accounting estimates affecting the financial statements are:

Management's estimate of its net pension and total OPEB liabilities is based on reports received from the Texas Municipal Retirement System (TMRS). The net pension and total OPEB liabilities reported by TMRS are based on actuarial valuations that utilize various assumptions including the remaining amortization period, discount rate, expected rates of investment return, salary increases, payroll growth rates and mortality rates. The financial statements of the TMRS plan were audited by other auditors, whose financial statements received an unmodified opinion. We evaluated the audited financial statements, census data submitted by the City to TMRS and the City's controls over the census submission process that were used to develop the estimate of its net pension and total OPEB liabilities to determine that the estimates are reasonable in relation to the financial statements taken as a whole.

Management's estimate of the allowance for accounts receivable is a sensitive accounting estimate. The amount of the allowance is based on management's evaluation of collectability of accounts receivable, including historical collections experience, economic conditions, and other relevant factors.

Management's estimate of its net pension and total OPEB liabilities is based on reports received from the Texas Municipal Retirement System (TMRS). The net pension and total OPEB liabilities reported by TMRS are based on actuarial valuations that utilize various assumptions including the remaining amortization period, discount rate, expected rates of investment return, salary increases, payroll growth rates and mortality rates. The financial statements of the TMRS plan were audited by other auditors, whose financial statements received an unmodified opinion. We evaluated the audited financial statements, census data submitted by the City to TMRS and the City's controls over the census submission process that were used to develop the estimate of its net pension and total OPEB liabilities to determine that the estimates are reasonable in relation to the financial statements taken as a whole.

Management's estimate of landfill closure/post closure costs liability is based on reports provided by third party engineers as well as knowledge and experience about past and current events and assumptions about future events. We have determined that the estimate is reasonable in relation to the financial statements taken as a whole.

We evaluated the key factors and assumptions used to develop these estimates and determined that they are reasonable in relation to the basic financial statements taken as a whole.

Financial Statement Disclosures

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the City's financial statements relate to long-term obligations and the pension and OPEB plans.

Significant Difficulties Encountered during the Audit

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

Uncorrected and Corrected Misstatements

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole. Uncorrected misstatements or matters underlying those uncorrected misstatements could potentially cause future-period financial statements to be materially misstated, even though the uncorrected misstatements are immaterial to the financial statements currently under audit.

The misstatements in Attachment A that we identified as a result of our audit procedures were brought to the attention of, and corrected by, management.

The following summarizes the uncorrected financial statement misstatement whose effect in the current and prior periods, as determined by management, is immaterial, both individually and in the aggregate, to the financial statements taken as a whole and each applicable opinion unit.

Electric Fund

Overstatement of expenses	\$65,086
Understatement of opening net position	\$65,086

Understatement of expense	\$25,831
Overstatement of opening net position	\$25,831

Water Fund

Understatement of expenses	\$49,251
Overstatement of opening net position	\$49,251

Golf Fund

Overstatement of expenses	\$3,320
Understatement of opening net position	\$3,320

Landfill Fund

Overstatement of expenses	\$26,105
Understatement of opening net position	\$26,105

EMS Fund

Overstatement of expenses	\$21,828
Understatement of opening net position	\$21,828

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to the financial statements or the auditor's report. No such disagreements arose during the course of the audit.

Circumstances that Affect the Form and Content of the Auditor's Report

For purposes of this letter, professional standards require that we communicate any circumstances that affect the form and content of our auditor's report. As discussed in Note 14 to the financial statements, certain errors resulting in the misstatement of accounts receivable, capital assets, financed purchases liability, and right of use liability as of September 30, 2023, were discovered by management of the City during the current year. Accordingly, a restatement has been made to the fund balance of the General Fund and net position of the Electric Fund, Water Fund, Golf Fund, Landfill Fund, EMS Fund, Drainage Fund, governmental activities and business-type activities as of October 1, 2023, to correct the errors. We added an emphasis of matter paragraph to the auditor's report describing the restatement.

Representations Requested from Management

We have requested certain written representations from management which are included in the management representation letter dated June 6, 2025.

Management's Consultations with Other Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

Matters Resulting in Consultation Outside the Engagement Team

The following significant matter resulted in consultations outside of our engagement team. We consulted with members of our National Assurance Office regarding the restatements of fund balance and net position discussed in Note 14.

Other Significant Matters, Findings, or Issues

In the normal course of our professional association with the City, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, significant events or transactions that occurred during the year, operating and regulatory conditions affecting the entity, and operational plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as the City's auditors.

Existence of a Material Misstatement that Affects the Financial Statements of a Prior Period in Which There Was a Predecessor Auditor

We have identified the existence of a material misstatement that affects the prior period financial statements on which the predecessor auditor had previously reported without modification. As discussed in Note 14 to the financial statements, certain errors resulting in the misstatement of accounts receivable, capital assets, financed purchases liability, and right of use liability as of September 30, 2023, were discovered by management of the City during the current year. Accordingly, a restatement has been made to the fund balance of the General Fund and net position of the Electric Fund, Water Fund, Golf Fund, Landfill Fund, EMS Fund, Drainage Fund, governmental activities and business-type activities as of October 1, 2023, to correct the errors. We added an emphasis of matter paragraph to the auditor's report describing the restatement.

The consolidated financial statements include the financial statements of The City of Fredericksburg and the Fredericksburg Convention and Visitor Bureau, a discretely presented component unit, which we consider to be a significant component of the consolidated financial statements. The financial statements of Fredericksburg Convention and Visitor Bureau are audited by other auditors and we did not assume responsibility for the audit performed by the other auditors, rather have referred to their audit in our report. Our decision to refer to the report of the other auditor is based upon (1) our evaluation of the materiality of Fredericksburg Convention and Visitor Bureau with respect to the consolidated financial statements as a whole; (2) the ability for group management to provide necessary audit evidence with respect to Fredericksburg Convention and Visitor Bureau; (3) our consideration of the timing requirements of the engagement. Our audit procedures with respect to Fredericksburg Convention and Visitor Bureau included required correspondence with the other auditor, obtaining and reading their auditor's report and the related financial statements, and other procedures as considered necessary. Our audit procedures with respect to The City of Fredericksburg include obtaining an understanding of The City of Fredericksburg and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements of The City of Fredericksburg and to design the nature, timing, and extent of further audit procedures.

This report is intended solely for the information and use of the Mayor, the City Council, and management of the City and is not intended to be, and should not be, used by anyone other than these specified parties.

A handwritten signature in black ink that reads "Eide Bailly LLP". The signature is written in a cursive, flowing style.

Abilene, Texas

Appendix A – Summary of Adjusting Journal Entries

Account	Description	Debit	Credit
Adjusting Journal Entries JE # 1			
Entry to correct bond premium			
03-00-1474-00	Unamort Premium -2018 Rev Bond	5,816.00	
03-00-1475-00	Unamort Discount 2018 Rev Bond	6,974.00	
03-00-1476-00	Unamort Issue Cost2018 RevBond	15,210.00	
03-00-1483-00	UnamortIssueCost2020UtilRefRev	11,831.00	
03-21-3258-00	Amort of Cost of Issuance 2018		39,831.00
Total		39,831.00	39,831.00
Adjusting Journal Entries JE # 2			
To roll fund balance for GF. PY capital lease source did not close to fund			
01-00-0320-00	Capital Lease-Other Sources	403,925.00	
01-00-1127-00	Deferred Revenue	622,539.00	
01-00-1127-00	Deferred Revenue		770,539.00
01-00-2201-00	Unreserved Fund Balance		255,925.00
Total		1,026,464.00	1,026,464.00
Adjusting Journal Entries JE # 3			
To roll fund balance for electric fund. Agree fixed assets and leases to PY			
02-00-2201-00	Unreserved Retained Earnings	299,214.00	
02-00-1700-00	Lease Pay - Fleet- GASB 87 RTU		299,214.00
Total		299,214.00	299,214.00
Adjusting Journal Entries JE # 4			
To roll fund balance for water. Fixed assets and debt did not agree to PY			
03-00-2201-00	Unreserved Retained Earnings	265,106.00	
03-00-1700-00	Lease Pay - Fleet- GASB 87 RTU		265,106.00
Total		265,106.00	265,106.00
Adjusting Journal Entries JE # 5			
To roll fund balance in landfill. LT liabilities did not agree to PY report			
05-00-1700-00	Lease Pay - Fleet- GASB 87 RTU	31,930.00	
05-00-2201-00	Unreserved Fund Balance		31,930.00
Total		31,930.00	31,930.00

Appendix A – Summary of Adjusting Journal Entries

Account	Description	Debit	Credit
Adjusting Journal Entries JE # 6			
To roll fund balance in EMS fund. LT liabilities did not agree to PY report			
06-00-2201-00	Unreserved Retained Earnings	3,601.00	
06-00-1700-00	Lease Pay - Fleet- GASB 87 RTU		3,601.00
Total		3,601.00	3,601.00
Adjusting Journal Entries JE # 7			
To roll fund balance in Drainage fund. Cash and LT liabilities did not agree to			
10-00-1700-00	Lease Pay - Fleet- GASB 87 RTU	838.00	
10-00-4155-00	Interest Income-TWDB Grant	12,490.00	
10-00-0151-00	2022 Util Sys Drainage RBond		1,254.00
10-00-2201-00	Fund Balance		12,074.00
Total		13,328.00	13,328.00
Adjusting Journal Entries JE # 8			
To eliminate unamortized bond premium in electric fund (not included in PY			
02-00-1481-00	UnamortIssueCost2020ElecSysRev	20,429.00	
02-21-3260-00	Int Exp - 2020 ElecSysRevNotes		13,619.00
02-21-3261-00	Issuance Costs-ELSystemRevNote		6,810.00
Total		20,429.00	20,429.00

Appendix A – Summary of Adjusting Journal Entries

Account	Description	Debit	Credit
Adjusting Journal Entries JE # 9			
To adjust fixed asset to detail listing for Golf, Landfill and EMS.			
04-00-0621-00	Improvements Other Than Bldgs.	8,622.00	
04-00-0622-00	Accum. Depr. - Improvements	22,436.00	
04-00-0631-00	Machinery & Equipment	22,436.00	
06-00-0622-00	Accum Depr-distribution System	1.00	
06-21-2204-00	Depreciation Expense	6.00	
04-00-0621-00	Improvements Other Than Bldgs.		22,436.00
04-00-0622-00	Accum. Depr. - Improvements		2,651.00
04-00-0632-00	Accum. Depr. - Mach. & Equip.		22,436.00
04-00-0990-00	Investment in Fixed Assets		5,971.00
06-00-0621-00	Distribution System		1.00
06-00-0632-00	Accum Depr-machinery & Equip		6.00
04-00-0990-00	Investment in Fixed Assets		
05-00-0631-00	Machinery And Equipment		
05-00-0632-00	Accum Depreciation-machinery		
05-00-0990-00	Investment in Fixed Assets		
Total		53,501.00	53,501.00

Appendix A – Summary of Adjusting Journal Entries

Account	Description	Debit	Credit
Adjusting Journal Entries JE # 10			
To book PPA			
02-00-0621-00	Distribution System	165,124.00	
02-00-0632-00	Accum. Depr- Machinery & Equip	11,549.00	
03-00-0612-00	Accumulated Depr - Buildings	1.00	
03-00-0622-00	Accum Depr - Distribution Sys	229,546.00	
03-00-0631-00	Machinery & Equipment	229,534.00	
04-00-0622-00	Accum. Depr. - Improvements	2,651.00	
04-00-0990-00	Investment in Fixed Assets	5,971.00	
05-00-0611-00	Buildings	6,941.00	
05-00-0622-00	Accum Depreciation-dist System	6,941.00	
96-00-2101-00	Investment in Fixed Assets	1,689,701.00	
02-00-0622-00	Accum Depr - Distribution Sys		11,542.00
02-00-0631-00	Machinery And Equipment		11,550.00
02-00-0990-00	Investment in Fixed Assets		153,581.00
03-00-0621-00	Distribution System		228,811.00
03-00-0632-00	Accum. Depr.-machinery& Equip.		229,533.00
03-00-0990-00	Investment in Fixed Assets		737.00
04-00-0621-00	Improvements Other Than Bldgs.		8,622.00
05-00-0612-00	Accum Depreciation - Buildings		6,941.00
05-00-0621-00	Improvements		6,941.00
96-00-0631-00	Machinery & Equipment		1,467,871.00
96-00-0632-00	Accum. Depr. - Mach. & Equip.		221,830.00
Total		2,347,959.00	2,347,959.00
Adjusting Journal Entries JE # 11			
To adjust EMS allowance in PY			
06-00-2201-00	Unreserved Retained Earnings	495,525.00	
06-21-3200-00	Uncollectible Accounts	237,776.00	
06-00-0303-00	Allow For Uncoll Accounts		733,301.00
Total		733,301.00	733,301.00

Appendix A – Summary of Adjusting Journal Entries

Account	Description	Debit	Credit
Adjusting Journal Entries JE # 12			
To adjust IBNR.			
50-21-2000-00	Administration Fees	55,889.00	
50-00-2000-00	Claims Incur-submitted-not Pd		55,889.00
Total		55,889.00	55,889.00
Adjusting Journal Entries JE # 13			
To book ARPA grant.			
01-00-1127-00	Deferred Revenue	148,000.00	
01-00-4185-00	American Rescue Plan Act		148,000.00
Total		148,000.00	148,000.00



CITY COUNCIL AGENDA MEMO

DEPARTMENT: Finance Department
TO: Mayor & City Council Members
FROM: Krista Wareham, Director of Finance
MEETING DATE: June 17, 2025

CATEGORY: OTHER ACTION ITEMS AND
UPDATES

CAPTION: Consider and award a renewal contract with Quadient Leasing for monthly utility bills printing and mailing services. (Krista Wareham, Director of Finance)

PRESENTATION:
[PRESENTER_NO_BR]

SUMMARY:
Consideration and approval to renew the service contract with Quadient for the printing and mailing of utility bills to ensure continued efficient service delivery.

BACKGROUND:
The current contract with Quadient Leasing for printing and mailing utility bills is set to expire on August 22, 2025. This service is critical for maintaining timely communication with our customers regarding their utility usage and billing.

<u>FUNDING SOURCE:</u> Funding for the renewal of the service contract with Quadient Leasing will be sourced from the operating budget of the Electric, Water, and Sanitation funds based on the revenue of each fund.	<u>FINANCIAL IMPACT:</u> The proposed renewal terms reflect a decrease in cost compared to the previous contract. The new monthly cost will be \$1,763.69 per month for a total of \$84,657.12 over the 48-month contract term. The annual savings will be approximately \$19,000. A fixed monthly cost for subscription and usage will allow for improved budgeting consistency.
--	---

STAFF RECOMMENDATION:
Staff recommends renewing our service contract with Quadient Leasing for a 48-month term.

COMPREHENSIVE PLAN GUIDING PRINCIPLE:
Neighborhood Quality
Workforce
Tourism

ATTACHMENTS:

1. City of Fredericksburg-LeaseAgreement

APPROVAL/REVIEW:



Leticia Vacek, City Secretary

Date: June 10, 2025



Krista Wareham, Director of Finance

Date: June 11, 2025



William McKamie, City Attorney

Date: June 11, 2025



Clinton Bailey, City Manager

Date: June 11, 2025

City of Fredericksburg**BuyBoard - PURCHASE ORDER - LEASE**

126 W Main St
Fredericksburg TX 78624
Phone 830-990-2014

To:
Quadient Inc.
478 Wheelers Farms Road
Milford, CT 06461
800-881-6245

SHIP TO:
Daisy Schneider
City of Fredericksburg
126 W Main St
Fredericksburg TX 78624
Phone 830-990-2014

P.O. NUMBER/DATE	REQUISITIONER	SHIPPED VIA	F.O.B. POINT	TERMS
	Daisy Schneider			48 MONTHS

QTY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL
4	WCASS-NCOA-10K-RE	Impress Cloud CASS & NCOA Web Services plug-in - RENEWAL (5-10K mail pieces/month)		\$1,763.69
1	IDA-PS	Automate Professional Services Hours		Incl.
1	IMPSBUPREPAY-PCL	Distribute Prepaid 5 (Includes 180,000 Annual Automate Clicks/Pages)		Incl.
		Monthly Billing BuyBoard #755-24		

SUBTOTAL \$1,763.69/month

SALES TAX 0.00

SHIPPING & HANDLING 0.00

TOTAL \$84,657.12

1. Customer agrees to the terms and conditions of the BuyBoard Contract Number 755-24. This is a 48-month LTOP term with a monthly payment of \$1,763.69. Enter this order in accordance with the prices, terms, delivery method, and specifications listed above.
2. Payments will be sent to:
Quadient Leasing USA Inc.
Dept 3682
PO Box 123682
Dallas, TX. 75312-3682
3. Send all correspondence to:
Daisy Schneider
126 W Main St
Fredericksburg TX 78624
830-990-2014

Authorized by

Date

Print Name and Title

Section (A) Office Information

Office Number	Office Name	Office Phone #	Date Submitted
2290	Quadient Texas District	(512) 331-0116	04/25/2025

Section (B) Billing Information

Company Name	City of Fredericksburg		
DBA			
Billing Address	126 W Main St		
City State Zip+4	Fredericksburg	TX	78624-3708
Contact Name	Daisy Schneider	Phone	(830) 990-2014
Contact Title	Utility Biling Coordinator	Fax	
Email Address	dschneider@fbgtx.org	PO #	

Section (C) Installation Information (if different from billing information)

Company Name	City of Fredericksburg		
Installation Address	126 W Main St		
City State Zip+4	Fredericksburg	TX	78624-3708
Contact Name	Daisy Schneider	Phone	(830) 990-2014
Contact Title	Utility Biling Coordinator	Fax	
Email Address	dschneider@fbgtx.org		

Section (D) Products

Qty	Model / Part Number	Description (include Serial Number, if applicable)
4	WCASS-NCOA-10K-Re	Impress Cloud CASS & NCOA Web Services plug-in - RENEWAL (5-10K mailpieces/month)
1	IDA-PS	NORAM IDA Professional Services
1	IMPSBUPREPAY-PCL	Distribute Prepaid 5 (Includes 180,000 Annual Automate Clicks/Pages)

Section (E) Lease Payment Information & Schedule

Tax Status: ☐ Taxable ☒ Tax Exempt <i>Certificate attached</i> Billing Frequency: ☒ Monthly ☐ Quarterly ☐ Annually ☒ Standard ☐ Arrears	Number of Months		Monthly Payment (Plus applicable taxes)
	First	48	\$1,763.69
	Current Lease Number: N21061952		
	☐ ACH (Customer to submit authorization form)		

Section (F) Service Products (Check all that apply)

☐ Maintenance - Silver
☒ Installation/Training
☐ Software Support for premise (non-cloud) solutions

Section (G) Approval

This document consists of a Government Product Lease Agreement with Quadient Leasing USA, Inc.; and a Maintenance Agreement, and an Online Services and Software Agreement with Quadient, Inc. Your signature constitutes an offer to enter into such agreements, and acknowledges that you have received, read, and agree to all applicable terms and conditions (version Government-Equipment-Lease-Terms-Direct-V11-2023), which are also available at <https://quadientterms.com/Government-Equipment-Lease-Terms-Direct-V11-2023>, and that you are authorized to sign the agreements on behalf of the customer identified above. The applicable agreements will become binding on the companies identified above only after an authorized individual accepts your offer by signing below, or when the equipment is shipped to you.

Guided by Quadient, Inc.'s Sustainable Design and Responsible Manufacturing Policy, our Products may contain reused components. For more Information visit <https://www.quadient.com/about-us/sustainable-design-and-manufacturing>.

*******SEE PURCHASE ORDER*******

Authorized Signature	Print Name and Title	Date Accepted
Accepted by Quadient Inc and its Affiliates		Date Accepted

Usage Schedule for Quadient Impress Cloud Services - Prepaid

This Usage Schedule for Quadient Impress Cloud Services (the "Schedule") is by and between Quadient, Inc. ("Quadient") and City of Fredericksburg ("Customer"), and identifies the Quadient Impress Cloud Services (the "Services") purchased by Customer subject to the terms of the General Terms and Conditions for Digital Solutions and Services ("GTCs") available at the link at the bottom of page 2 and Quadient Impress Cloud Services US Specific Terms and Conditions ("STCs") available at the link at the bottom of page 2, and the Ordering Document, indicating the Customer's Subscription Services and associated Subscription Plan (the "Ordering Document"). This Schedule, the GTCs, STCs and Ordering Document shall be referred to collectively as the "Agreement" and all terms of the GTCs, STCs and Ordering Document are incorporated herein by reference. In the event of a conflict between the terms of the GTCs, STCs, Ordering Document and this Schedule, the terms of this Schedule control.

I. Definitions

Terms defined in the EULA or Ordering Document shall have the same meaning when used in this Schedule.

II. Purpose

This Schedule sets forth the commercial terms and pricing governing Customer's usage in conjunction with Customer's Subscription Services as further detailed in the Ordering Document and EULA.

III. Terms

This term of this Schedule shall be coterminous with the term set forth in the Ordering Document.

IV. Invoicing and Payment

Customer has elected to prepay Usage Fees each month in order to receive a discount on such fees. The amount of the fees to be prepaid each month is set forth on the Ordering Document (the "Prepaid Usage Fees"). The Prepaid Usage Fees shall be invoiced monthly in advance and shall be paid for each month of the term set forth above and any renewal of such term. Prepaid Usage Fees are non-refundable and do not "carry over" to subsequent months. Any Prepaid Usage Fees that are not used in the month during which they apply will be lost.

Usage Fees due for usage beyond the Prepaid Usage Fees and any postage costs shall be invoiced monthly in arrears and shall be based upon actual usage. Such fees are set forth in the table below.

Customer shall pay all Invoices within thirty (30) days of the date set forth on Quadient's invoice.

V. Usage Fees for Overages **

		Usage Type	Invoice Unit*	Pricing
Distribute Usage	IMPFIRSTP1	First Page (US Letter, #10)	Per Envelope	\$0.26
	IMPADDP1	Additional Page (US Letter)	Per Page	\$0.12
	IMPCOL1	Color Print (upcharge) **	Per Page	\$0.12
	IMP6X91	6 x 9 (upcharge) **	Per Envelope	\$0.06
	IMPC41	Flat (9 x 12) **	Per Envelope	\$0.45
	IMPBOX1	Box SM (upcharge) **	Per Box	\$22.00
	IMPLBOX1	Box LG (upcharge) **	Per Box	\$25.00
	IMPBRE1	Business Return Envelope	Per Envelope	\$0.11
	IMPUSRET1	Retail Rate Handling Fee	Per Envelope	\$0.15
	IMPFLPR1	Presort for Flat (9 x 12)	Per Communication Piece	\$0.75
	IMPECERT1	e-Certified w/Return Receipt (upcharge) **	Per Envelope	\$1.20
	IMPARCH1	Archive	Per Communication Piece/year	\$0.06
	IMPSMS1	SMS / Text	Per SMS/Text	\$0.05
	IMPFAX1	Fax Zone 1 - USA, UK, Ireland	per page (<60 sec transmission)	\$0.13
	IMPFAX2	Fax Zone 2 - BENELUX, France, Germany	per page (<60 sec transmission)	\$0.17
	IMPFAX3	Fax Zone 3 - Other Destinations	per page (<60 sec transmission)	\$1.10



Automate Usage	IMPEMT1	eMail Transactional	Per eMail	\$0.05
	IMPEMN1	eMail Notification	Per eMail	\$0.02
	IMPAUT1	Overage Usage Fee for Basic/Basic Plus / Prepaid 1 & 2	Per Page	\$0.05
	IMPAUT2	Overage Usage Fee for Office / Prepaid 3 & 4	Per Page	\$0.04
	IMPAUT3	Overage Usage Fee for Business / Prepaid 5	Per Page	\$0.03
	IMPAUT4	Overage Usage Fee for Professional & Plus / Prepaid 6	Per Page	\$0.02
	IMPAUT5	Overage Usage Fee for Enterprise/ Prepaid 7, 8 & 16	Per Page	\$0.01
Portal Usage	IMMPORT1	Portal	Per Communication Piece	\$0.15

*The Invoice Unit does not include the cost of postage which shall be in addition to base fee (First Page) noted in the table above.

**Charges are in addition to the base fee (First Page) set forth in the table above.

*** All envelope sizes carry an additional upcharge (Retail Rate Handling Fee) if retail is selected.

As set forth herein, the Invoicing Units set forth in the table shall be defined as follows:

- "Page" shall mean a single side 8.5" X 11"
- "Communication Piece" shall mean envelope

Quadient may introduce access to new technologies, functionality, or services (collectively, "Features") that Customer may use for an additional Fee. Customer is responsible for paying any associated Fees for any Features used by Customer during the Term.

Fees payable hereunder, including usage Fees for any such Features, are published on the Quadient website at <https://www.quadient.com/impressusages>.

Customer may monitor its usage on the Quadient Impress Platform. Customer shall use the Services (including Features) at Customer's sole risk, and Customer shall bear any and all responsibilities for its actions and use, including payment of any applicable Fees, carried out under and that results from the Customer's use of the Services. Customer shall be responsible for payment of: (i) Customer's actual Usage, measured and calculated based on the table available on the Quadient website, and (ii) actual postage costs.

The Parties agree that any dispute between the Parties as to the Usage shall be finally determined utilizing the information provided by the Quadient Impress Platform.

VI. Restriction

Additional volume or other restrictions as set forth in Section IV Usage Fees, above. This Usage Schedule is restricted to the United States of America ("Territory").

VII. Entire Agreement

This Schedule, the EULA and the Ordering Document collectively constitute the sole and entire agreement of the Parties regarding the scope contained herein, and supersedes all prior and contemporaneous understandings, agreements, representations and warranties, both written and oral, regarding such scope.

IN WITNESS WHERE the Parties have executed this Usage Schedule to be effective as per the Schedule Effective Date.

Customer: City of Fredericksburg	QUADIENT: Quadient, Inc.
Name:	Name:
Title:	Title:
Signature:	Signature:
Date:	Date:



2022 v2 Impress Automate Bundles AppPack

NOTE: Presales engagement is required for each qualified opportunity with sample data

Sales Representative Information	
*Name:	Jason Hill
*Title:	DSS
*Office/District/Dealer:	Central
*Telephone:	
*Cell Number:	
*Email:	j.hill@neopost.com

Account/Customer Information	
*Customer Name:	City of Fredericksburg
*Address:	126 W Main St
Address 2:	
*City, State Zip	Fredericksburg, TX 78624
*Phone:	830-997-7521
*Website:	http://www.fbgtx.org
*Contact Name:	Daisy Schneider
*Title:	
*Contact Email:	dschneider@fbgtx.org
*Phone:	830-997-7521 Ext
Cell:	
*Average Monthly Page Count:	13500
*Average Monthly Envelope Count:	5500
*IMPORTANT: Are any documents being processed for print to the Distribute Platform Collections notices	No
What's the frequency of mail being sent?	Monthly
Is this a current Neotouch user?	No
Data testing to confirm it is in readable PDF or can be printed to the Distribute virtual printer?	TESTED BY: ____ NA ____ TESTED DATE: ____ NA ____ File Names: NA NOTE: Orders where data has not been tested will be rejected.
Customer Background and Goals (any requirements identified here MUST fit within the scope of the BASE Bundle + ADDONS defined below)	Cloud to cloud upgrade with BCC CASS and NCOA plugin. No workflow changes are required at this time.

Customer Requirements:

1. Must be able to meet for implementation within 15 days of order submission
2. Activated Cloud Account prior to scheduling
 - a. You will receive an email from impresscloudservices@quadiant.com make sure this address is whitelisted on your email server. Activate your account prior to implementation.
3. Have production data readily available during installation
4. Assign a dedicated resource to project
5. Have your document business rules ready to go prior to installation
 - a. See #2 and 3 on page 2
6. Choose which output method prior to implementation
 - a. See #5 on page 2

IMPRESS DISTRIBUTE OUTPUT

Will your customer use Distribute? If yes, complete this section and please reference Address Window Position Specifications below:

Are the address block and return address in consistent locations on the first page of a document? If not, is the customer aware that a cover page will be generated if output is to Distribute?	Y
Are attachments required? (must be PDF; same attachment for all recipients with Evolve Package)	Y
Will you do a mail merge of mailing addresses?	N
Do you track by cost center for a job?	N
Simplex or Duplex Print?	simplex
What envelope size(s) do you use?	#10
Archive required? Duration?	standard
Include BRE?	N

IMPRESS CLOUD TO CLOUD UPGRADES ONLY

Does not require BASE PACKAGE

Impress Cloud to Cloud subscription Upgrade ONLY:

Add ▾

1. Upgrades **with** Plugins for BCC and e-Certify require PSO (add IDA-PS Qty 5)

Customer Approval

Customer Name:		Date of Approval:	
Signature: 			



CITY COUNCIL AGENDA MEMO

DEPARTMENT: Information Technology

TO: Mayor & City Council Members

FROM: Aaron Anderegg, I.T. Director

MEETING DATE: June 17, 2025

CATEGORY: OTHER ACTION ITEMS AND
UPDATES

CAPTION: Consider and award a contract for New City Hall Council Chambers Audio/Visual Equipment Build-Out. (Aaron Anderegg, IT Director)

PRESENTATION:
[PRESENTER_NO_BR]

SUMMARY:

This agenda item is to consider approval of two contracts with CTI for the design and installation of audiovisual systems in the Council Chambers and Executive Conference Room at the new City Hall East Campus. The scope includes integrated displays, microphones, cameras, speakers, Crestron controls, and Microsoft Teams conferencing capabilities. The systems will support public meetings, remote participation, content streaming, and internal collaboration. These proposals are the result of site visits to several other cities' council chambers and consultation with three different AV design firms. Based on system quality, service model, and integration capabilities, staff recommends moving forward with CTI as the vendor for both spaces.

BACKGROUND:

As part of planning the new City Hall facility, the City prioritized the design of a modern and functional Council Chambers and Executive Conference Room to support government transparency, public engagement, and internal collaboration. To guide the project, staff visited council chambers in other Texas cities to review their AV configurations and gather best practices. In parallel, proposals were solicited from three different audiovisual design firms to compare design options, system flexibility, and implementation support.

Following a comprehensive review process, CTI was selected for their technical design expertise, managed services program, and proven experience with municipal AV deployments. The Council Chambers system includes large-format wall displays, dais-integrated monitors and microphones, intelligent PTZ cameras with automated switching, and control via a Crestron system. The Executive Conference Room features a Teams-based video conferencing solution with ceiling-mounted audio, a large 85" display, and an integrated control system.

CTI will perform full installation, system programming, user training, and ongoing technical support.

FUNDING SOURCE:

FINANCIAL IMPACT:

Funding for both projects will be provided through the General and Enterprise Funds allocation for the City Hall construction project. Both proposals were procured using the DIR-CPO-5079 state purchasing cooperative, which meets all procurement compliance requirements.

- Council Chambers Base AV System: \$141,211.49
- Executive Conference Room System: \$33,723.70

Total Project Cost: \$174,935.19

The total includes equipment, installation, materials, freight, programming, and sales tax. These amounts are within the approved budget for the new facility and no additional funding is being requested.

STAFF RECOMMENDATION:

Staff recommends approval of both contracts with CTI for the Council Chambers and Executive Conference Room audiovisual systems, totaling \$174,935.19. CTI was selected based on comparative evaluation of proposals and demonstrated capability to deliver fully integrated municipal AV solutions. These systems will provide long-term value through reliable technology, managed services, and enhanced public accessibility.

COMPREHENSIVE PLAN GUIDING PRINCIPLE:

Governance

ATTACHMENTS:

1. CTI Council Chambers AV Proposal
2. CTI Executive Session Meeting Room AV Proposal

APPROVAL/REVIEW:



Leticia Vacek, City Secretary

Date: June 10, 2025

Aaron Anderegg, I.T. Director

Date: June 11, 2025



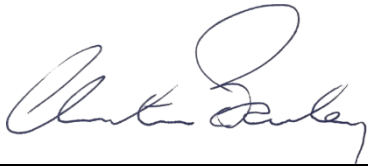
William McKamie, City Attorney

Date: June 11, 2025



Garret Bonn, Assistant City Manager

Date: June 12, 2025



Clinton Bailey, City Manager

Date: June 12, 2025



PROPOSAL

City of Fredericksburg

Fredericksburg City Hall - Council Chambers

DIR Contract # DIR-CPO-5079

DATE

Monday, 14 April 2025

PREPARED BY

Roger Harbert

Design Consultant

Scope of Work

Proposal Number: J25360063

Proposal Date: 4/14/2025

Prepared for: City of Fredericksburg

Attn: Aaron Anderegg

Phone: (830) 990-2047

Email: aanderegg@fbgtx.org

Prepared by: Roger Harbert

Phone: 210-256-9110

Email: roger.harbert@cti.com

Bill to: City of Fredericksburg

126 W MAIN ST

FREDERICKSBURG, TX

78624-3708

Ship to: City of Fredericksburg

126 W MAIN ST

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78624-3708

Project Scope: Provide and install A/V systems for Council Chamber Room and Executive Conference Room at new Fredericksburg City Hall East Campus. **Council Chamber:** (9) 27" monitor/displays, (1) for each Council Member integrated into custom Dais/millwork, (4) 27" monitors/displays placed on flanking, movable side tables for city officials. (9) Gooseneck microphones for each Council Member integrated into custom Dais/millwork. (1) Gooseneck mic for presenter podium. (2) 85" TV monitors installed on articulating wall mounts for gallery/audience - (1) on each side wall. Automated PTZ camera system with presenter tracking, intelligent video. Integrated Audio System with amp/DSP and speakers. Barco ClickShare system for simple PC presentations. Crestron NVX infrastructure for content delivery / source routing, including providing audio-video content to OFE PC running streaming/archiving software. Crestron control system with programming to allow preset selections for different meeting types held in room. Teams meetings to be supported via AV Bridge. Provide AV system remote monitoring/management via network. Provide pricing for optional voting system for council members. **Executive Conference Room:** (1) 85" TV Display wall-mounted on front wall. Integrated Audio System including mics, speakers, amp, DSP. Yealink MTR integrated solution. Crestron control system to control room equipment. CTI Project #: J25360063

Your Investment

Below is the cost of this solution based on the outlined scope of work. If you have questions about the complete solution, please let us know how we can help align this investment with additional needs or changes in scope.

Proposal Summary

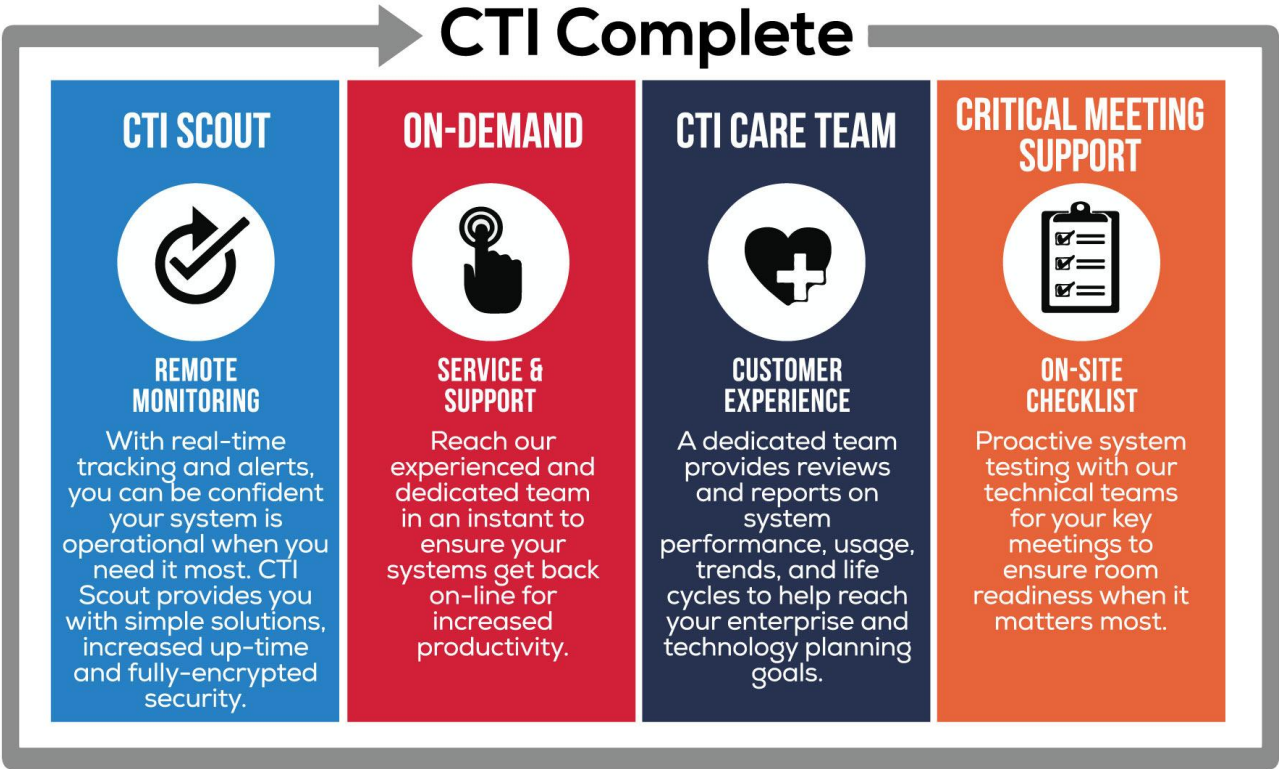
Description	Price
Equipment	\$82,410.69
Implementation Services	\$38,268.24
IMaterials	\$5,237.90
Freight	\$4,532.59
Subtotal	\$130,449.42
Tax	\$10,762.07
Grand Total	\$141,211.49

Down Payment Requirements

Down payment of 60% required to initiate order.

Why Us?

Our CTI Complete service is there for you 24/7 through our dedicated CTI Care customer experience team. Through on-site technical service, recommended programming upgrades, and quarterly reliability checks, your system is covered for the unexpected, as well as planned maintenance. Your teams will be trained to operate equipment with confidence. When critical meetings arise, we help ensure system performance with proactive system testing and an on-site checklist, so your systems will be ready when it matters most. Our managed services staff does more than diagnose and repair failures, they help plan for system life cycles.



Bill of Materials

Council Chambers

Manufacturer	P/N	Description	Qty	Unit Price	Ext. Price
General: \$80,029.39					
CHIEF	TS525TU	THIN SWING ARM (LARGE)	2	\$578.36	\$1,156.72
Barco	C-10	C-10 GEN 2 ClickShare Base Unit Plus 1 Buttons, TAA Compliant	1	\$1,501.33	\$1,501.33
Netgear	GSM4230PX-100NAS	M4250-26G4XF-POE+ MNGD SWITCH PERP	1	\$1,765.08	\$1,765.08
Crestron	IV-CAM-P20-W	Crestron 1 Beyond p20 PTZ Camera, 20x Optical Zoom, Bright White	4	\$2,533.33	\$10,133.32
Crestron	HD-DA4-4KZ-E	1:4 HDMI Distribution Amplifier w/4K60 4:4:4 & HDR Support	1	\$405.33	\$405.33
Extron	60-1873-01	MediaPort 300	1	\$2,926.67	\$2,926.67
Crestron	DM-NVX-D200	DM NVX 4K60 4:2:0 Network AV Decoder with Scaler	8	\$800.00	\$6,400.00
Crestron	HD-DA8-4KZ-E	1:8 HDMI Distribution Amplifier w/4K60 4:4:4 & HDR Support	1	\$733.33	\$733.33
Crestron	TST-1080-DSW	Wall Dock for TST-1080	1	\$933.33	\$933.33
Crestron	DM-NAX-AUD-IO	DM NAX Audio-over-IP Converter with Balanced/Unbalanced Line-Level Audio Input and Output	1	\$533.33	\$533.33
Crestron	DM-NVX-E20-2G-B-T	DM NVX 4K60 4:2:0 Network AV Encoder, Wall Plate, Black Textured	1	\$800.00	\$800.00
Crestron	IV-CAM-P12-W	Crestron 1 Beyond p12 PTZ Camera, 12x Optical Zoom, Bright White	4	\$2,666.67	\$10,666.68
LEA	CS354D	4CH x 350W @ 4?, 8?, 70V and 100V per channel IoT Smart Amplifier	1	\$2,038.80	\$2,038.80
Williams AV	WF T5CD-00	WaveCAST single channel audio streaming over Wi-Fi. Pro audio DSP architecture, Dante audio input option, unicast or multicast audio delivery. Works with free WaveCast iOS or Android App or WAV Pro Wi-Fi	1	\$1,252.33	\$1,252.33

		receiver.			
Sony	FW85BZ40L	85" BRAVIA 4K HDR PROFESSIONAL DISPLAY	2	\$5,405.00	\$10,810.00
Crestron	IV-SAM-VX2-P	Automate VX Pro System Series 2 Voice-Activated, Multi-Camera Switching Solution	1	\$11,728.00	\$11,728.00
CHIEF	TA500	THINSTALL IN-WALL BOX-LARGE TS525/TS325	2	\$311.60	\$623.20
iPort	40133	PS-C83RWT WHITE	2	\$354.67	\$709.34
Crestron	TST-1080	10.1 in. Wireless Touch Screen	1	\$2,533.33	\$2,533.33
LG	27BA450-B	27"	13	\$209.33	\$2,721.29
Dsan	PRO-2000BT	Limitimer System – Wireless Includes Timer with integrated Bluetooth transmitter (PRO-2000BT-T), Podium Signal Light (PSL-20V), Bluetooth receiver (TR-2000BT), 7-foot Cat-5 cable, and power supplies for Timer and Receiver	1	\$1,580.00	\$1,580.00
Crestron	DM-NVX-E20	DM NVX 4K60 4:2:0 Network AV Encoder	2	\$660.00	\$1,320.00
Netgear	WAX618-111NAS	1PT INSIGHT MANAGED WIFI 6 AX3000	1	\$324.60	\$324.60
Biamp	911.0451.900	TesiraFORTÅ% DAN VT	1	\$3,446.67	\$3,446.67
Crestron	CP4	4-Series Control System	1	\$1,466.67	\$1,466.67
iPort	45166	PS-C61RT WHITE	12	\$126.67	\$1,520.04

Bill of Materials

Council Chambers Audio Option 1: Gooseneck Mics

Manufacturer	P/N	Description	Qty	Unit Price	Ext. Price
General: \$2,381.30					
Shure	MX418/S	Supercardioid-18" Gooseneck Condenser Microphone, Attached Preamp with XLR, Shock Mount, Flange Mount, Snap-Fit Foam Windscreen	10	\$238.13	\$2,381.30

Standard Disclaimer

CTI provides for twelve (12) months of **CTI Complete** on all system purchases. CTI warrants the system implemented is free from defects in material and workmanship, in accordance with the contract, drawings, specifications, alterations and additions thereto, for a period of twelve (12) months from the date of commencement of use, substantial completion, or date of notice of completion, whichever occurs first. This coverage does not protect against consumables, severe weather, and acts of God.

Terms

Taxes and Tariffs

City of Fredericksburg is responsible for all applicable taxes, including but not limited to sales tax, value-added tax (VAT), and goods and services tax (GST), as well as any import duties, tariffs, and customs fees imposed by the destination location. These charges are not included in the product price or freight and must be paid by City of Fredericksburg. The Seller will provide all necessary documentation for customs clearance, and both parties agree to comply with all relevant laws and regulations regarding these charges.

Installation Description and Requirements

Provided by CTI: If installation is purchased, CTI will install all A/V components. CTI will also perform all programming, alignments, and end-user training. CTI will provide A/V project management, and provide drawings as required. This install price assumes a Monday through Friday 8:00am to 5:00pm install time. Room availability must be in consecutive 8-hour blocks. Any required changes or rushes may affect the final price.

Provided by Others

Electrical requirements are to be provided by others unless specifically included in CTI Scope of Work.

Statement

This system proposal is the property of CTI and is delivered with the sole intent of being viewed by management of City of Fredericksburg for evaluation purposes only. This proposal or any part of this proposal is not to be presented to, or viewed by any other party, vendor, or CTI competitor without the written consent of CTI. Any effort to do so will be considered a violation of copyright law.

Next Steps

- 1. Upon Notice to Proceed, CTI will begin executing the project plan with an internal handoff of the project to our operations team.
- 2. If you have questions about the process as we move forward, please contact me at roger.harbert@cti.com or 210-256-9110.
- 3. You will be contacted by a CTI Project Manager to schedule a project kickoff meeting to review the project scope and schedule.

Total
J25360063 - \$141,211.49

Customer Signature

CTI Signature

Printed Name

Printed Name

Title

Title

Date

Date



PROPOSAL

City of Fredericksburg

Fredericksburg City Hall - Council Chambers

DIR Contract # DIR-CPO-5079

DATE

Monday, 14 April 2025

PREPARED BY

Roger Harbert

Design Consultant

Scope of Work

Proposal Number: J25360063

Proposal Date: 4/14/2025

Prepared for: City of Fredericksburg

Attn: Aaron Anderegg

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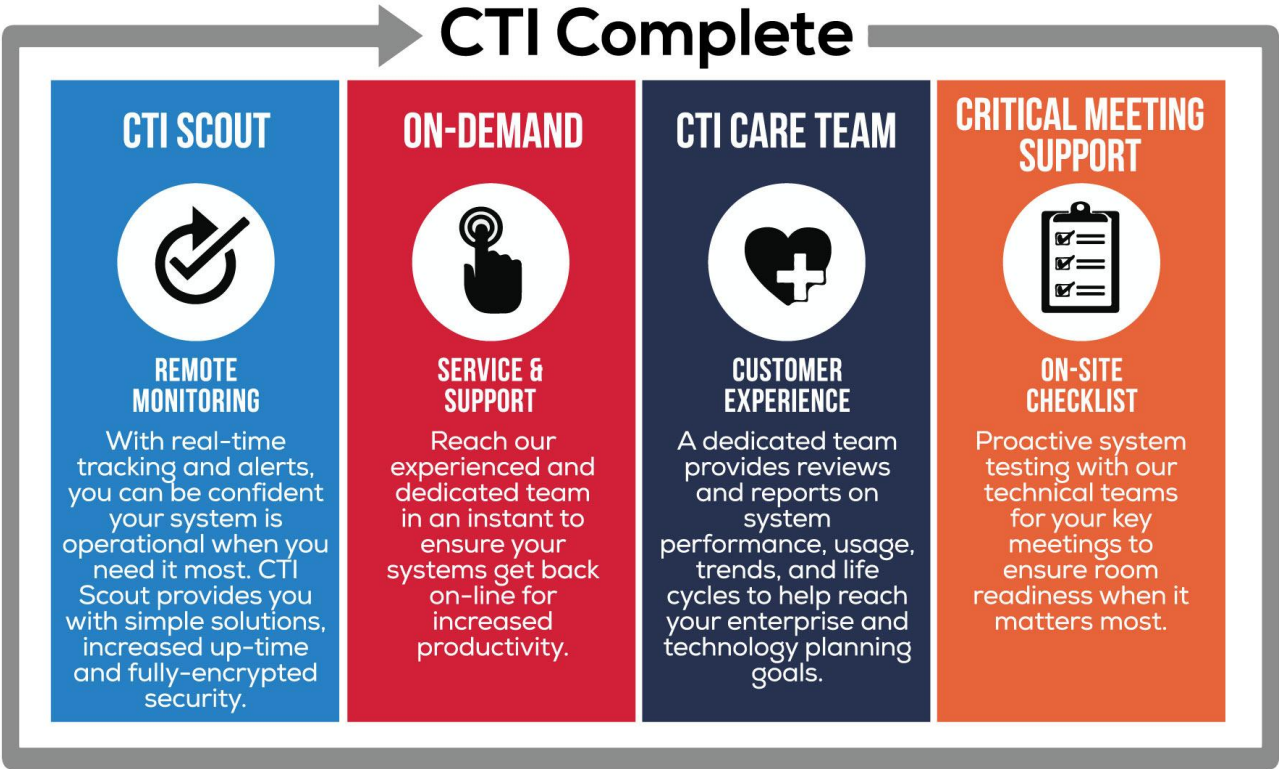
Description	Price
Equipment	\$18,016.98
Implementation Services	\$10,890.92
IMaterials	\$1,254.71
Freight	\$990.93
Subtotal	\$31,153.54
Tax	\$2,570.16
Grand Total	\$33,723.70

Down Payment Requirements

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Why Us?

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Bill of Materials

Executive Conference Room

Manufacturer	P/N	Description	Qty	Unit Price	Ext. Price
General: \$18,016.98					
Sony	FW85BZ40L	85" BRAVIA 4K HDR PROFESSIONAL DISPLAY	1	\$5,405.00	\$5,405.00
Yealink	RCH40 E2	Use for the connection of multi cameras/mics/speakers* 1x 4-port PoE Switch* 1x power adapter* Including 2-year hardware warranty	1	\$160.00	\$160.00
Yealink	CM-MountKIT	Multiple Ceiling Mount Kits for CM201 x on ceiling mount kit1 x adjustable drop ceiling mount kit1 x suspension mount kit	1	\$105.33	\$105.33
Crestron	RMC4	4-Series Control System	1	\$733.33	\$733.33
Yealink	PSU-PD65W-USBC/USBC(1.5M)	A PD power adapter used for MTouch Plus and BYOD-BOX.* 1x 65W PD power adapter with 1.5m USB-C cable	1	\$66.67	\$66.67
Yealink	MVC S90-C5-004	Native Microsoft Teams Rooms system for ProAV Rooms 2x UVC86 dual-eye Intelligent camera, VCR20 remote control, power adapter wall mount bracket and cables; Yealink MCoreKit-C5 (with MCore Pro mini-PC, MTouch Plus and RoomSensor), power adapter, cables and wall bracket; 1x AVHub multi-camera processor, power adapter and cables; 1x MVC-BYOD-Extender	1	\$9,300.00	\$9,300.00
Yealink	CM20	* 1x SkySound CM20 Ceiling Microphone* 1x White Mesh Cover* 1x Black Mesh Cover* 1x Ceiling Tile Bridge* 1x Dust Cover* including 2-year AMS	1	\$865.33	\$865.33
Yealink	CS10	* 1x SkySound CS10 Ceiling Speaker* 1x White Mesh Cover* 1x Ceiling Tile Bridge* 1x Dust Cover* including 2-year AMS	4	\$345.33	\$1,381.32

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- 3. You will be contacted by a CTI Project Manager to schedule a project kickoff meeting to review the project scope and schedule.

Total
J25360063 - \$33,723.70

Customer Signature

CTI Signature

Printed Name

Printed Name

Title

Title

Date

Date



CITY COUNCIL AGENDA MEMO

DEPARTMENT: Information Technology

TO: Mayor & City Council Members

FROM: Aaron Anderegg, I.T. Director

MEETING DATE: June 17, 2025

CATEGORY: OTHER ACTION ITEMS AND
UPDATES

CAPTION: Consider and award a contract for New City Hall Door Key Scan Hardware & Security.
(Aaron Anderegg, IT Director)

PRESENTATION:

[PRESENTER_NO_BR]

SUMMARY:

The purpose of this agenda item is to consider and award a contract for the installation of a Keyscan door access control system at the new City Hall facility. The proposed system will provide secure, card-based access to 33 doors throughout the building, along with door monitoring capabilities and ADA-compliant automatic door openers. This project includes all necessary hardware, software, cabling, and installation labor as outlined in the attached proposal. The access control system will improve building security, streamline access for staff, and allow centralized management of entry points across the facility.

BACKGROUND:

As part of the design and construction of the new City Hall facility, a comprehensive security plan was developed to ensure controlled access to staff areas and critical infrastructure within the building. The City identified the need for an enterprise-grade access control system that could be centrally managed and integrated into the broader municipal network. Twin City Hardware (TCH) was selected to provide a proposal for furnishing and installing a Keyscan access control system. The proposed scope includes card access and door monitoring for 33 doors throughout the building, including the installation of ADA-compliant automatic door openers. The system will utilize Keyscan Aurora software, which allows for centralized credential management, access scheduling, and reporting capabilities. This project supports the City's long-term security and facility management goals and aligns with standard practices for modern municipal buildings. All cabling, configuration, and commissioning services are included in the turnkey proposal.

FUNDING SOURCE: This project will be funded through a combination of General Fund and Enterprise Fund allocations designated for the new City Hall facility. The proposed contract with Twin City Hardware was procured through the

FINANCIAL IMPACT:

The total cost of the access control system as proposed by Twin City Hardware is \$160,078.05, which includes equipment, installation, and programming. This amount has been accounted

TIPS (The Interlocal Purchasing System) cooperative, which satisfies competitive purchasing requirements and ensures compliance with state and local procurement guidelines. for within the existing budget for the new City Hall project and will be distributed between the General Fund and Enterprise Fund based on departmental use and facility integration. No additional funding is being requested at this time.

STAFF RECOMMENDATION:

Staff recommends approval of the contract with Twin City Hardware in the amount of \$160,078.05 for the purchase and installation of the Keyscan door access control system at the new City Hall facility. The proposed solution meets the City’s operational and security needs and was procured through an approved purchasing cooperative (TIPS), ensuring compliance with procurement policies.

COMPREHENSIVE PLAN GUIDING PRINCIPLE:
Governance

ATTACHMENTS:

1. Keyscan Access Control

APPROVAL/REVIEW:



Leticia Vacek, City Secretary

Date: June 10, 2025

Aaron Anderegg, I.T. Director

Date: June 11, 2025



William McKamie, City Attorney

Date: June 11, 2025



Garret Bonn, Assistant City Manager

Date: June 12, 2025



Clinton Bailey, City Manager

Date: June 12, 2025

PROPOSAL

City Hall Keyscan Access Control

City of Fredericksburg

2818 E Us Highway 290
Fredericksburg, TX 78624-5442 US
830.997.7521

Revision: 3
Modified: 6/11/2025



Presented By:

Twin City Hardware

723 Hadley Ave N
Oakdale, MN 55128 United States
<https://www.tchco.com/>



SCOPE OF WORK

Project Deliverables

TCH is to provide & install Keyscan access control system to 33 doors in total with card access and door monitoring. This will include the ADA auto openers. All cabling, installation and programming is included. Customer has agreed to provide ready access to the building.

Client Assumptions/Responsibilities

The client must assign a Project Manager and/or key contact(s) to work with TCH for the duration of this project. This individual will be responsible for all formal communications to TCH and should ratify the Assumptions and Deliverables of this project as proposed in this document prior to project deployment. Other responsibilities may include:

- 1. Provide access to key technical personnel in order to respond to site-specific requests for information.*
- 2. Provide access to basic office functions; work area, phone, copiers, internet, etc. while TCH personnel are on site.*
- 3. Provide access to host/server and clients as required.*
- 4. Provide access to any pertinent documentation that may exist.*
- 5. Provide proper levels of security to TCH personnel such that access to project/data areas is not hindered.*
- 6. Responsible to detect any suspicious activity and report to TCH Project Manager.*
- 7. **120VAC outlets and hardwired connections where required are the responsibility of the client.***
- 8. **Customer to provide (6) Static IP's port capability for each device.***
- 9. **Customer to provide adequate rack space for new components unless a network rack has been supplied in the scope.***
- 10. **Painting, patching, landscape, concrete work is not included***

** Price Includes Accessories*

- 11. GC carpenter to remove wood casing for electric strike installation and reinstallation**
- 12. GC to provide conduit, raceways, and back boxes to support access control installation**

TCH Assumptions/Responsibilities

TCH will assign a Project Manager to the Project. The Project Manager's responsibility will be to handle all formal communications between the client and TCH, as well as to provide technical leadership and project management for the duration of the project. Other responsibilities include:

- 1. Interview key personnel to respond to the expectations and deliverables associated within this proposal.*
- 2. Refrain from causing severe network outages.*
- 3. Notify the client in the event the engineer(s) assigned to the project are absent, ill or terminate employment.*
- 4. Provide coordination and management of project resources.*
- 5. Provide engineering skills with satisfactory experience in the network and security field.*
- 6. Any reports and information gathered by TCH staff are the sole property of client.*
- 7. Work must be scheduled at least 2 Weeks in advance.*

Project Assumptions

The following assumptions have been identified by TCH and are deemed true at time of proposal submission.

- 1. All labor, travel, and per diem costs scoped for this solution are based on contiguous deployment from project commencement to completion. Should the client request alterations to the deployment schedule after project commencement, a Change Order will be issued to reflect adjustments to the aforementioned costs.*
- 2. Remote access may be required for configuration, troubleshooting, and on-going support.*
- 3. Any work or materials outside of these assumptions or deliverables will require a Change Order in order to scope and complete.*
- 4. If additional hardware is needed, not already owned by customer or scoped as outlined by this*

** Price Includes Accessories*

proposal, to complete installation and ensure proper functionality of the security system, a change order may be issued for additional parts and labor.

5. *All work estimated as part of this proposal is calculated at the TCH standard rates. All service work to be completed during standard business hours.*

6. *It is assumed that all existing equipment is in good working order and is adequately configured for its role. It is further assumed that the existing equipment will cater for the increased load created by the new proposed systems in this proposal.*

7. *TCH assumes that the current network is stable and that all equipment on the network is running the most current version of any system software and are patched to the latest revision level.*

8. *TCH will not be responsible for the failure of any equipment, software or related services within the LAN/WAN, which is beyond our reasonable control. Any cost incurred by TCH due to the failure of equipment, software or services within the scope of the project will be chargeable to the Customer on a time and materials basis.*

9. *Security asset performance is highly dependent on pre-existing network infrastructure, if client does not have network capabilities to support requirements, additional hardware and/or change orders may be required to ensure client expectations are met.*

10. TCH is not responsible for pathways to the ADA Bollards.

11. TCH is performing the installation and labor associated with installing the new access control system and peripherals in our scope.

12. Products identified as OFE or additional Division 8 components at openings not identified are assumed covered by GC or other trades and are only noted for connections to the access control.

13. TCH is not removing any hardware, wiring, or components of any existing systems.

* Price Includes Accessories

Unassigned



4 Keyscan K-SECURE 1K

Keyscan 1k MiFare contactless smart card

1 Outside Vendor Misc Outside Vendor Misc

7 Sterling Wire 22/6 100'

22/6 price per 100 feet

1 TCH MISC PARTS\MATERIAL

70 Windy City Wire Composite Cable 100'

Price for 100 Foot of Composite cable

Unassigned Total

\$11,022.15

Client Provided Server - Software



1 Keyscan AURORA

Aurora standard software



1 Keyscan EAUR-CL1

Additional client/web single license (email only)

Client Provided Server - Software Total

\$1,389.00

* Price Includes Accessories



- 1 **Alarm Controls TS-15**
Request to Exit Station with Pneumatic Timer



- 1 **Altronix AL175ULX**
Access Control Power Supply Charger, 2 PTC Class 2 Output, 12/24VDC @ 1.75A, 115VAC, BC300 Enclosure



- 1 Altronix ACM4CB
Access Power Controller, 4 PTC Class 2 Relay Output, FAI, Board



- 2 PowerSonic PS-1270
7Ah 12V Rechargeable sealed lead acid (SLA) battery - F2 terminal



- 1 **Altronix VR1T**
Voltage Regulator, Converts 24VAC/VDC to 12VDC @ 1A, Terminal



- 1 **Keyscan CA150**
Single door PoE equipped control unit



- 1 **Keyscan K-SMART3**
Keyscan smartcard BLE reader

Annex Building Total

\$1,825.23

* Price Includes Accessories



1 Altronix AL175ULX

Access Control Power Supply Charger, 2 PTC Class 2 Output, 12/24VDC @ 1.75A, 115VAC, BC300 Enclosure



- 2 PowerSonic PS-1270
7Ah 12V Rechargeable sealed lead acid (SLA) battery - F2 terminal



1 Altronix T3KAK3316D

16-Door Keyscan Access and Power Integration Kit - Trove3KA3 with (2) AL600ULXB, (2) ACM8CB, PD4ULCB, T16175

- 2 Keyscan CA8500NB
8 reader access control board only



- 2 Keyscan CIM
Communication Interlink Module



- 1 Keyscan NETCOM2P
Network communication board



- 4 Keyscan OCB8
8 relay output control board



- 4 PowerSonic PS-1270
7Ah 12V Rechargeable sealed lead acid (SLA) battery - F2 terminal



1 Altronix WM25

Magnetic Cable Tie Mount. Accommodates Standard Zip Ties or Velcro



1 Keyscan CA150

Single door PoE equipped control unit

Head End 131 Total

\$12,183.62

* Price Includes Accessories

Head End 131: North Wing: Lobby 121A



2 Flair PFC42Y-BLK

Recessed Contact - DPDT, 1/2" Gap in Steel, 3/4" Dia. X 7/8" L, 12" #22AWG Leads
BLACK Color

1 Hanchett Entry Systems (HES) 9400-613E

Electric Strike, Dark Oxidized Satin Bronze



1 Keyscan K-SMART3

Keyscan smartcard BLE reader

1 RCI 915G

Passive Infrared RCI Switch, Gray

Head End 131: North Wing: Lobby 121A Total

\$804.07

Head End 131: North Wing: Cooridor 121B



2 Flair PFC42Y-BLK

Recessed Contact - DPDT, 1/2" Gap in Steel, 3/4" Dia. X 7/8" L, 12" #22AWG Leads
BLACK Color

1 Hanchett Entry Systems (HES) 9400-613E

Electric Strike, Dark Oxidized Satin Bronze



1 Keyscan K-SMART3

Keyscan smartcard BLE reader

1 RCI 915G

Passive Infrared RCI Switch, Gray

Head End 131: North Wing: Cooridor 121B Total

\$804.07

* Price Includes Accessories

Head End 131: North Wing: IT 130A



1 Flair PFC42Y-BLK

Recessed Contact - DPDT, 1/2" Gap in Steel, 3/4" Dia. X 7/8" L, 12" #22AWG Leads
BLACK Color



1 Keyscan K-SMART3

Keyscan smartcard BLE reader

1 RCI 915G

Passive Infrared RCI Switch, Gray

1 Von Duprin 6211-FSE-24VDC-US10B

ELECTRIC STRIKE (ES.10107)

Head End 131: North Wing: IT 130A Total

\$1,243.57

Head End 131: North Wing: Main Server 131A



1 Flair PFC42Y-BLK

Recessed Contact - DPDT, 1/2" Gap in Steel, 3/4" Dia. X 7/8" L, 12" #22AWG Leads
BLACK Color



1 Keyscan K-SMART3

Keyscan smartcard BLE reader

1 RCI 915G

Passive Infrared RCI Switch, Gray

1 Von Duprin 6211-FSE-24VDC-US10B

ELECTRIC STRIKE (ES.10107)

Head End 131: North Wing: Main Server 131A Total

\$1,243.57

* Price Includes Accessories

Head End 131: North Wing: Porch 005 148A



2 **Flair PFC42Y-BLK**

Recessed Contact - DPDT, 1/2" Gap in Steel, 3/4" Dia. X 7/8" L, 12" #22AWG Leads
BLACK Color

1 **Hanchett Entry Systems (HES) 9400-613E**

Electric Strike, Dark Oxidized Satin Bronze



1 **Keyscan K-SMART3**

Keyscan smartcard BLE reader

1 **RCI 915G**

Passive Infrared RCI Switch, Gray

Head End 131: North Wing: Porch 005 148A Total

\$804.07

* Price Includes Accessories

Head End 131: North Wing: Porch 006 148B

1 Dormakaba ED100LExPushxDB

34" Single Operator, PUSH ARM DB - Dark bronze anodized

2 RCI 950HP6-MO x 32D
Momentary Handicap & PTO 6 x 32D

2 Wikk Industries, Inc M-6R-SURF
Mount for 6" Round Switches

1 Wikk Industries, Inc REC2CHAN300/310
2 Channel Receiver 300/310

2 Wikk Industries, Inc SWTRAN300M
Switch and Bollard Transmitter 300



2 Flair PFC42Y-BLK

Recessed Contact - DPDT, 1/2" Gap in Steel, 3/4" Dia. X 7/8" L, 12" #22AWG Leads
BLACK Color

1 Hanchett Entry Systems (HES) 9400-613E

Electric Strike, Dark Oxidized Satin Bronze



1 Keyscan K-SMART3

Keyscan smartcard BLE reader

1 RCI 915G

Passive Infrared RCI Switch, Gray

Head End 131: North Wing: Porch 006 148B Total

\$5,285.65

* Price Includes Accessories

Head End 131: North Wing: 149A Accounting Area



2 Flair PFC42Y-BLK

Recessed Contact - DPDT, 1/2" Gap in Steel, 3/4" Dia. X 7/8" L, 12" #22AWG Leads
BLACK Color

1 Hanchett Entry Systems (HES) 9400-613E

Electric Strike, Dark Oxidized Satin Bronze



1 Keyscan K-SMART3

Keyscan smartcard BLE reader

1 RCI 915G

Passive Infrared RCI Switch, Gray

Head End 131: North Wing: 149A Accounting Area Total

\$804.07

Head End 131: North Wing: NW Entry 155B



1 Flair PFC42Y-BLK

Recessed Contact - DPDT, 1/2" Gap in Steel, 3/4" Dia. X 7/8" L, 12" #22AWG Leads
BLACK Color

1 Hanchett Entry Systems (HES) 9400-613E

Electric Strike, Dark Oxidized Satin Bronze



1 Keyscan K-SMART3

Keyscan smartcard BLE reader

1 RCI 915G

Passive Infrared RCI Switch, Gray

Head End 131: North Wing: NW Entry 155B Total

\$791.43

* Price Includes Accessories

Head End 131: North Wing: W Breakroom 160A



- 1 Flair PFC42Y-BLK**
Recessed Contact - DPDT, 1/2" Gap in Steel, 3/4" Dia. X 7/8" L, 12" #22AWG Leads
BLACK Color



- 1 Keyscan K-SMART3**
Keyscan smartcard BLE reader

- 1 RCI 915G**
Passive Infrared RCI Switch, Gray

- 1 Von Duprin 6211-FSE-24VDC-US10B**
ELECTRIC STRIKE (ES.10107)

Head End 131: North Wing: W Breakroom 160A Total

\$1,243.57

Head End 131: North Wing: E Breakroom 160B



- 1 Flair PFC42Y-BLK**
Recessed Contact - DPDT, 1/2" Gap in Steel, 3/4" Dia. X 7/8" L, 12" #22AWG Leads
BLACK Color



- 1 Keyscan K-SMART3**
Keyscan smartcard BLE reader

- 1 RCI 915G**
Passive Infrared RCI Switch, Gray

- 1 Von Duprin 6211-FSE-24VDC-US10B**
ELECTRIC STRIKE (ES.10107)

Head End 131: North Wing: E Breakroom 160B Total

\$1,243.57

* Price Includes Accessories

Head End 131: North Wing: NE Entry 161D



- 1 **Flair PFC42Y-BLK**
Recessed Contact - DPDT, 1/2" Gap in Steel, 3/4" Dia. X 7/8" L, 12" #22AWG Leads
BLACK Color

- 1 **Hanchett Entry Systems (HES) 9400-613E**
Electric Strike, Dark Oxidized Satin Bronze



- 1 **Keyscan K-SMART3**
Keyscan smartcard BLE reader

- 1 **RCI 915G**
Passive Infrared RCI Switch, Gray

Head End 131: North Wing: NE Entry 161D Total \$791.43

* Price Includes Accessories

Head End 131: Lobby: Porch 001 - 100A

2 Dormakaba ED100LEPushxDB

34" Single Operator, PUSH ARM DB - Dark bronze anodized

- 2 RCI 950HP6-MO x 32D
Momentary Handicap & PTO 6 x 32D
- 2 Wikk Industries, Inc M-6R-SURF
Mount for 6" Round Switches
- 2 Wikk Industries, Inc REC2CHAN300/310
2 Channel Receiver 300/310
- 2 Wikk Industries, Inc SWTRAN300M
Switch and Bollard Transmitter 300



2 Flair PFC42Y-BLK

Recessed Contact - DPDT, 1/2" Gap in Steel, 3/4" Dia. X 7/8" L, 12" #22AWG Leads
BLACK Color

2 Hanchett Entry Systems (HES) 9400-613E

Electric Strike, Dark Oxidized Satin Bronze



1 Keyscan K-SMART3

Keyscan smartcard BLE reader

1 RCI 915G

Passive Infrared RCI Switch, Gray

1 Wikk Industries, Inc B-6SQ-RT-CL-SM-SG

BOLLARD POST SQ.6X6X42 B-6SQ-RT-CL-SM-SG

Head End 131: Lobby: Porch 001 - 100A Total

\$10,153.79

* Price Includes Accessories

Head End 131: Lobby: Porch 003 108A



2 Flair PFC42Y-BLK

Recessed Contact - DPDT, 1/2" Gap in Steel, 3/4" Dia. X 7/8" L, 12" #22AWG Leads
BLACK Color

1 Hanchett Entry Systems (HES) 9400-613E

Electric Strike, Dark Oxidized Satin Bronze



1 Keyscan K-SMART3

Keyscan smartcard BLE reader

1 RCI 915G

Passive Infrared RCI Switch, Gray

Head End 131: Lobby: Porch 003 108A Total

\$804.07

Head End 131: Lobby: Porch 004 108B



2 Flair PFC42Y-BLK

Recessed Contact - DPDT, 1/2" Gap in Steel, 3/4" Dia. X 7/8" L, 12" #22AWG Leads
BLACK Color

1 Hanchett Entry Systems (HES) 9400-613E

Electric Strike, Dark Oxidized Satin Bronze



1 Keyscan K-SMART3

Keyscan smartcard BLE reader

1 RCI 915G

Passive Infrared RCI Switch, Gray

Head End 131: Lobby: Porch 004 108B Total

\$804.07

* Price Includes Accessories

Head End 131: Lobby: Electrical 113A



1 Flair PFC42Y-BLK

Recessed Contact - DPDT, 1/2" Gap in Steel, 3/4" Dia. X 7/8" L, 12" #22AWG Leads
BLACK Color



1 Keyscan K-SMART3

Keyscan smartcard BLE reader

1 RCI 915G

Passive Infrared RCI Switch, Gray

1 Von Duprin 6211WF-FSE-24-US10B/BHMA613

6200 Series Strikes, Fail Secure, 24VDC, Plated Dark Bronze, Oil Rubbed on
Stainless Steel

Head End 131: Lobby: Electrical 113A Total

\$1,251.89

Head End 131: Lobby: Utility 110A



1 Flair PFC42Y-BLK

Recessed Contact - DPDT, 1/2" Gap in Steel, 3/4" Dia. X 7/8" L, 12" #22AWG Leads
BLACK Color



1 Keyscan K-SMART3

Keyscan smartcard BLE reader

1 RCI 915G

Passive Infrared RCI Switch, Gray

1 Von Duprin 6211WF-FSE-24-US10B/BHMA613

6200 Series Strikes, Fail Secure, 24VDC, Plated Dark Bronze, Oil Rubbed on
Stainless Steel

Head End 131: Lobby: Utility 110A Total

\$1,251.89

* Price Includes Accessories

Head End 131: Lobby: Billing Admin 112B



1 Flair PFC42Y-BLK

Recessed Contact - DPDT, 1/2" Gap in Steel, 3/4" Dia. X 7/8" L, 12" #22AWG Leads
BLACK Color



1 Keyscan K-SMART3

Keyscan smartcard BLE reader

1 RCI 915G

Passive Infrared RCI Switch, Gray

1 Von Duprin 6211WF-FSE-24-US10B/BHMA613

6200 Series Strikes, Fail Secure, 24VDC, Plated Dark Bronze, Oil Rubbed on
Stainless Steel

Head End 131: Lobby: Billing Admin 112B Total

\$1,251.89

* Price Includes Accessories



1 **Altronix T3KAK3316D**
16-Door Keyscan Access and Power Integration Kit - Trove3KA3 with (2)
AL600ULXB, (2) ACM8CB, PD4ULCB, T16175

2 Keyscan CA8500NB
 8 reader access control board only



2 Keyscan CIM
 Communication Interlink Module



1 Keyscan NETCOM2P
 Network communication board



4 Keyscan OCB8
 8 relay output control board



4 PowerSonic PS-1270
 7Ah 12V Rechargeable sealed lead acid (SLA) battery - F2
 terminal



1 **Altronix WM25**
Magnetic Cable Tie Mount. Accommodates Standard Zip Ties or Velcro

1 **Von Duprin PS904**
POWER SUPPLY

1 Von Duprin 900-4RL (4 LOGIC RELAY OUTPUT)
 OPTION BOARD (44489920-00)

Head End IDF 120 Total	\$11,813.32
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* Price Includes Accessories

Head End IDF 120: Lobby: Reception 100B



1 Flair PFC42Y-BLK

Recessed Contact - DPDT, 1/2" Gap in Steel, 3/4" Dia. X 7/8" L, 12" #22AWG Leads
BLACK Color



1 Keyscan K-SMART3

Keyscan smartcard BLE reader

1 RCI 915G

Passive Infrared RCI Switch, Gray

1 Von Duprin 6211WF-FSE-24-US10B/BHMA613

6200 Series Strikes, Fail Secure, 24VDC, Plated Dark Bronze, Oil Rubbed on
Stainless Steel

Head End IDF 120: Lobby: Reception 100B Total

\$1,251.89

* Price Includes Accessories

Head End IDF 120: Lobby: 100C Lobby



2 Flair PFC42Y-BLK

Recessed Contact - DPDT, 1/2" Gap in Steel, 3/4" Dia. X 7/8" L, 12" #22AWG Leads
BLACK Color

2 Ives - Commercial (Glynn/Johnson) 112XY X 85 X TWP CON By Others

[OFE] - Electrified Continuous Hinge By Others



1 Keyscan K-SMART3

Keyscan smartcard BLE reader

1 RCI 915G

Passive Infrared RCI Switch, Gray

2 Von Duprin SD-QEL-99NL X 990NL X 299 X 3-0 X SNB(6) X CON By Others

[OFE] - QEL 99 By Others

Head End IDF 120: Lobby: 100C Lobby Total

\$457.28

Head End IDF 120: Lobby: Reception Desk 101



2 Alarm Controls TS-18

Under Desk Door Release with momentary action switch

Head End IDF 120: Lobby: Reception Desk 101 Total

\$108.98

* Price Includes Accessories

Head End IDF 120: Lobby: Porch 002 107A



2 Flair PFC42Y-BLK

Recessed Contact - DPDT, 1/2" Gap in Steel, 3/4" Dia. X 7/8" L, 12" #22AWG Leads
BLACK Color

1 Hanchett Entry Systems (HES) 9400-613E

Electric Strike, Dark Oxidized Satin Bronze



1 Keyscan K-SMART3

Keyscan smartcard BLE reader

1 RCI 915G

Passive Infrared RCI Switch, Gray

Head End IDF 120: Lobby: Porch 002 107A Total

\$804.07

Head End IDF 120: Lobby: Porch 007 109B



2 Flair PFC42Y-BLK

Recessed Contact - DPDT, 1/2" Gap in Steel, 3/4" Dia. X 7/8" L, 12" #22AWG Leads
BLACK Color

1 Hanchett Entry Systems (HES) 9400-613E

Electric Strike, Dark Oxidized Satin Bronze



1 Keyscan K-SMART3

Keyscan smartcard BLE reader

1 RCI 915G

Passive Infrared RCI Switch, Gray

Head End IDF 120: Lobby: Porch 007 109B Total

\$804.07

* Price Includes Accessories

Head End IDF 120: Lobby: Porch 008 109A



2 Flair PFC42Y-BLK

Recessed Contact - DPDT, 1/2" Gap in Steel, 3/4" Dia. X 7/8" L, 12" #22AWG Leads
BLACK Color

1 Hanchett Entry Systems (HES) 9400-613E

Electric Strike, Dark Oxidized Satin Bronze



1 Keyscan K-SMART3

Keyscan smartcard BLE reader

1 RCI 915G

Passive Infrared RCI Switch, Gray

Head End IDF 120: Lobby: Porch 008 109A Total

\$804.07

Head End IDF 120: Lobby: File Rm 118A



1 Flair PFC42Y-BLK

Recessed Contact - DPDT, 1/2" Gap in Steel, 3/4" Dia. X 7/8" L, 12" #22AWG Leads
BLACK Color



1 Keyscan K-SMART3

Keyscan smartcard BLE reader

1 RCI 915G

Passive Infrared RCI Switch, Gray

1 Von Duprin 6211WF-FSE-24-US10B/BHMA613

6200 Series Strikes, Fail Secure, 24VDC, Plated Dark Bronze, Oil Rubbed on
Stainless Steel

Head End IDF 120: Lobby: File Rm 118A Total

\$1,251.89

* Price Includes Accessories

Head End IDF 120: Lobby: IDF 120A



1 Flair PFC42Y-BLK

Recessed Contact - DPDT, 1/2" Gap in Steel, 3/4" Dia. X 7/8" L, 12" #22AWG Leads
BLACK Color



1 Keyscan K-SMART3

Keyscan smartcard BLE reader

1 RCI 915G

Passive Infrared RCI Switch, Gray

1 Von Duprin 6211WF-FSE-24-US10B/BHMA613

6200 Series Strikes, Fail Secure, 24VDC, Plated Dark Bronze, Oil Rubbed on
Stainless Steel

Head End IDF 120: Lobby: IDF 120A Total

\$1,251.89

Head End IDF 120: East Wing: Cooridor 178 -163A



2 Flair PFC42Y-BLK

Recessed Contact - DPDT, 1/2" Gap in Steel, 3/4" Dia. X 7/8" L, 12" #22AWG Leads
BLACK Color

1 Hanchett Entry Systems (HES) 9400-613E

Electric Strike, Dark Oxidized Satin Bronze



1 Keyscan K-SMART3

Keyscan smartcard BLE reader

1 RCI 915G

Passive Infrared RCI Switch, Gray

Head End IDF 120: East Wing: Cooridor 178 -163A Total

\$804.07

* Price Includes Accessories

Head End IDF 120: East Wing: Corridor 178 - 163B



- 1 **Flair PFC42Y-BLK**
Recessed Contact - DPDT, 1/2" Gap in Steel, 3/4" Dia. X 7/8" L, 12" #22AWG Leads
BLACK Color



- 1 **Keyscan K-SMART3**
Keyscan smartcard BLE reader

- 1 **RCI 915G**
Passive Infrared RCI Switch, Gray

- 1 **Von Duprin 6211-FSE-24VDC-US10B**
ELECTRIC STRIKE (ES.10107)

Head End IDF 120: East Wing: Corridor 178 - 163B Total

\$1,243.57

* Price Includes Accessories

Head End IDF 120: East Wing: Porch 009 178A

1 Dormakaba ED100LExPushxDB

34" Single Operator, PUSH ARM DB - Dark bronze anodized

2 RCI 950HP6-MO x 32D
Momentary Handicap & PTO 6 x 32D

2 Wikk Industries, Inc M-6R-SURF
Mount for 6" Round Switches

1 Wikk Industries, Inc REC2CHAN300/310
2 Channel Receiver 300/310

2 Wikk Industries, Inc SWTRAN300M
Switch and Bollard Transmitter 300



2 Flair PFC42Y-BLK

Recessed Contact - DPDT, 1/2" Gap in Steel, 3/4" Dia. X 7/8" L, 12" #22AWG Leads
BLACK Color

1 Hanchett Entry Systems (HES) 9400-613E

Electric Strike, Dark Oxidized Satin Bronze



1 Keyscan K-SMART3

Keyscan smartcard BLE reader

1 RCI 915G

Passive Infrared RCI Switch, Gray

Head End IDF 120: East Wing: Porch 009 178A Total

\$5,285.65

* Price Includes Accessories

Head End IDF 120: East Wing: Porch 010 178B

1 Dormakaba ED100LExPushxDB

34" Single Operator, PUSH ARM DB - Dark bronze anodized

2 RCI 950HP6-MO x 32D
Momentary Handicap & PTO 6 x 32D

2 Wikk Industries, Inc M-6R-SURF
Mount for 6" Round Switches

1 Wikk Industries, Inc REC2CHAN300/310
2 Channel Receiver 300/310

2 Wikk Industries, Inc SWTRAN300M
Switch and Bollard Transmitter 300



2 Flair PFC42Y-BLK

Recessed Contact - DPDT, 1/2" Gap in Steel, 3/4" Dia. X 7/8" L, 12" #22AWG Leads
BLACK Color

1 Hanchett Entry Systems (HES) 9400-613E

Electric Strike, Dark Oxidized Satin Bronze



1 Keyscan K-SMART3

Keyscan smartcard BLE reader

1 RCI 915G

Passive Infrared RCI Switch, Gray

Head End IDF 120: East Wing: Porch 010 178B Total

\$5,285.65

* Price Includes Accessories

Head End IDF 120: East Wing: IT 181A



1 Flair PFC42Y-BLK

Recessed Contact - DPDT, 1/2" Gap in Steel, 3/4" Dia. X 7/8" L, 12" #22AWG Leads
BLACK Color



1 Keyscan K-SMART3

Keyscan smartcard BLE reader

1 RCI 915G

Passive Infrared RCI Switch, Gray

1 Von Duprin 6211-FSE-24VDC-US10B

ELECTRIC STRIKE (ES.10107)

Head End IDF 120: East Wing: IT 181A Total

\$1,243.57

Head End IDF 120: East Wing: Mayor&Council 182A



1 Flair PFC42Y-BLK

Recessed Contact - DPDT, 1/2" Gap in Steel, 3/4" Dia. X 7/8" L, 12" #22AWG Leads
BLACK Color



1 Keyscan K-SMART3

Keyscan smartcard BLE reader

1 RCI 915G

Passive Infrared RCI Switch, Gray

1 Von Duprin 6211-FSE-24VDC-US10B

ELECTRIC STRIKE (ES.10107)

Head End IDF 120: East Wing: Mayor&Council 182A Total

\$1,243.57

* Price Includes Accessories

Head End IDF 120: East Wing: Exec Session 183A



1 Flair PFC42Y-BLK

Recessed Contact - DPDT, 1/2" Gap in Steel, 3/4" Dia. X 7/8" L, 12" #22AWG Leads
BLACK Color

1 Ives - Commercial (Glynn/Johnson) 5BB1-4.5"-TW8-652 By Others

[OFE] - HINGE,ELECTRIC,8-WIRE,4.5"x4.5



1 Keyscan K-SMART3

Keyscan smartcard BLE reader

1 Schlage Commercial ND80HDEU X RHO X 13-247 X 10-025 X RX X By Others

[OFE]

Head End IDF 120: East Wing: Exec Session 183A Total

\$250.84

Head End IDF 120: East Wing: Break Room 184B



1 Flair PFC42Y-BLK

Recessed Contact - DPDT, 1/2" Gap in Steel, 3/4" Dia. X 7/8" L, 12" #22AWG Leads
BLACK Color

1 Ives - Commercial (Glynn/Johnson) 5BB1-4.5"-TW8-652 By Others

[OFE] - HINGE,ELECTRIC,8-WIRE,4.5"x4.5



1 Keyscan K-SMART3

Keyscan smartcard BLE reader

1 Schlage Commercial ND80HDEU X RHO X 13-247 X 10-025 X RX X By Others

[OFE]

Head End IDF 120: East Wing: Break Room 184B Total

\$250.84

* Price Includes Accessories

Head End IDF 120: East Wing: Council Ext 185B



2 Flair PFC42Y-BLK

Recessed Contact - DPDT, 1/2" Gap in Steel, 3/4" Dia. X 7/8" L, 12" #22AWG Leads
BLACK Color



1 Keyscan K-SMART3

Keyscan smartcard BLE reader

1 RCI 915G

Passive Infrared RCI Switch, Gray

1 SECO-LARM SD-969-S18/K

Seco-Larm SD-969-S18-K Armored Door Cord – Die-Cast Aluminum End Caps, 16"
(40cm), Black

1 Von Duprin 958003-00 QEL Conversion

QEL BASEPLATE CONVERSION KIT 3'

Head End IDF 120: East Wing: Council Ext 185B Total

\$1,346.26

* Price Includes Accessories

PROJECT SUMMARY

Client: Aaron Anderegg

Date

Chad Eastman

6/11/2025

Contractor: Twin City Hardware
oakiassales@tchco.com

Date

**All prices are confidential and are the property of TCH. Any changes to project documents may affect the price. All changes will be required to have an executed change order signed by all parties prior to any material being released to jobsite. Back charges for work performed without prior written authorization from TCH will not be accepted. This quotation is subject to change if not accepted in writing within 30 days. TCH is a material supplier, no retainage will be accepted. All special order material is subject to a restocking fee.

**Payment Terms are net 30 days from date of invoice. Your FINANCE CHARGE is computed by a single periodic rate of 1.5% which is an ANNUAL PERCENTAGE RATE of 18% applied to your "previous balance without deducting current payments and/or credits appearing on the face of the statement." Buyer expressly agrees to pay all of Seller's costs, expenses, and attorneys' fees incurred for enforcement of collection of any amount due Seller under this agreement.

www.tchco.com/warranty



Customer Name: City of Fredericksburg
Address: 2818 East US HWY 290
City, State, Zip: Fredericksburg, TX 78624

6/10/25
Quote #: TWIN-0528 REV3

Project: New City Hall At East Campus - Keyscan Access Control

TIPS Contract #: 230202

WE ARE PLEASED TO QUOTE AS FOLLOWS

Item	Catalog No.	Description	Unit Qty	Unit Price	Amount
Product					
1	Keyscan : AURORA	40% Discount off MSRP	1	\$1,051.20	\$ 1,051.20
2	Keyscan : CA150	40% Discount off MSRP	2	\$861.00	\$ 1,722.00
3	Keyscan : CA8500NB	40% Discount off MSRP	4	\$3,372.00	\$ 13,488.00
4	Keyscan : CIM	40% Discount off MSRP	4	\$191.40	\$ 765.60
5	Keyscan : EAUR-CL1	40% Discount off MSRP	1	\$337.80	\$ 337.80
6	Keyscan : K-SECURE 1K	40% Discount off MSRP	4	\$219.60	\$ 878.40
7	Keyscan : K-SMART3	40% Discount off MSRP	34	\$238.20	\$ 8,098.80
8	Keyscan : NETCOM2P	40% Discount off MSRP	2	\$385.80	\$ 771.60
9	Keyscan : OCB8	40% Discount off MSRP	8	\$273.60	\$ 2,188.80
10	Dormakaba : ED100LExPushxDB	45% Discount off MSRP	5	\$4,053.50	\$ 20,267.50
11	RCI : 950HP6-MO x 32D	40% Discount off MSRP	8	\$79.20	\$ 633.60
12	RCI : 915G	40% Discount off MSRP	31	\$193.80	\$ 6,007.80
				Total	\$ 56,211.10
Labor					
					\$ 11,250.00
					\$ 56,350.00
Open Market					
13	Alarm Controls : TS-15	35% Above Cost	1	\$ 255.14	\$ 255.14
14	Alarm Controls : TS-18	35% Above Cost	2	\$ 54.49	\$ 108.98
15	Altronix : ACM4CB	35% Above Cost	1	\$ 90.80	\$ 90.80
16	Altronix : AL175ULX	35% Above Cost	2	\$ 235.37	\$ 470.74
17	Altronix : T3KAK3316D	35% Above Cost	2	\$ 2,081.69	\$ 4,163.38
18	Altronix : VR1T	35% Above Cost	1	\$ 45.14	\$ 45.14
19	Altronix : WM25	35% Above Cost	2	\$ 99.82	\$ 199.64
20	Flair : PFC42Y-BLK	35% Above Cost	49	\$ 12.64	\$ 619.36
21	Hanchett Entry Systems (HES) : 9400-613E	35% Above Cost	17	\$ 346.79	\$ 5,895.43
22	PowerSonic : PS-1270	35% Above Cost	12	\$ 49.79	\$ 597.48
23	SECO-LARM : SD-969-S18/K	35% Above Cost	1	\$ 24.71	\$ 24.71
24	Sterling Wire : 22/6 100'	35% Above Cost	7	\$ 28.35	\$ 198.45
25	Von Duprin : 6211-FSE-24VDC-US10B	35% Above Cost	7	\$ 798.93	\$ 5,592.51
26	Von Duprin : 6211WF-FSE-24-US10B/BHMA613	35% Above Cost	6	\$ 807.25	\$ 4,843.50
27	Von Duprin : 900-4RL (4 LOGIC RELAY OUTPUT)	35% Above Cost	1	\$ 408.67	\$ 408.67
28	Von Duprin : 958003-00 QEL Conversion	35% Above Cost	1	\$ 864.27	\$ 864.27
29	Von Duprin : PS904	35% Above Cost	1	\$ 416.98	\$ 416.98
30	Wikk Industries, Inc : B-6SQ-RT-CL-SM-SG	35% Above Cost	1	\$ 395.89	\$ 395.89
31	Wikk Industries, Inc : M-6R-SURF	35% Above Cost	8	\$ 44.55	\$ 356.40
32	Wikk Industries, Inc : REC2CHAN300/310	35% Above Cost	5	\$ 71.96	\$ 359.80
33	Wikk Industries, Inc : SWTRAN300M	35% Above Cost	8	\$ 54.31	\$ 434.48
34	Windy City Wire : Composite Cable 100'	35% Above Cost	70	\$ 109.29	\$ 7,650.20
35	TCH : MISC PARTS/MATERIAL	35% Above Cost	1	\$ 2,275.00	\$ 2,275.00
				Total	\$ 36,266.95

Material Total	\$	56,211.10
Labor Total	\$	67,600.00
Open Market	\$	36,266.95
Grand Total:	\$	160,078.05

Exclusions:

120VAC outlets and hardwired connections where required are the responsibility of the client.
Customer to provide (6) Static IP's
Customer to provide adequate rack space for new components unless a network rack has been supplied in the scope.
Painting, patching, landscape, concrete work is not included
GC carpenter to remove wood casing for electric strike installation and reinstallation
GC to provide conduit, raceways, and back boxes to support access control installation

By: Chad Eastman

Title: Sales Consultant

Chad Eastman

Signature

**All prices are confidential and are the property of TCH. Freight F.O.B. destination. Any changes to project documents may affect the price. All changes will be required to have an executed change order signed by all parties prior to any material being released to jobsite. Back charges for work performed without prior written authorization from TCH will not be accepted. This quotation is subject to change if not accepted in writing within 30 days. TCH is a material supplier, no retainage will be accepted.

**Payment Terms are net 30 days from date of invoice. Your FINANCE CHARGE is computed by a single periodic rate of 1.5% which is an ANNUAL PERCENTAGE RATE of 18% applied to your "previous balance without deducting current payments and/or credits appearing on the face of the statement." Buyer expressly agrees to pay all of Seller's costs, expenses, and attorneys' fees incurred for enforcement of collection of any amount due Seller under this agreement. Venue is Washington County, MN.



CITY COUNCIL AGENDA MEMO

DEPARTMENT: Information Technology

TO: Mayor & City Council Members

FROM: Aaron Anderegg, I.T. Director

MEETING DATE: June 17, 2025

CATEGORY: OTHER ACTION ITEMS AND
UPDATES

CAPTION: Consider and award a contract for New City Hall Networking Equipment and Cameras.
(Aaron Anderegg, IT Director)

PRESENTATION:
[PRESENTER_NO_BR]

SUMMARY:

This agenda item is to consider approval of a contract with Centre Technologies for the purchase and implementation of Meraki networking equipment for the new City Hall East Campus. The proposed solution includes enterprise-grade network switches, wireless access points, security appliances, cameras, and environmental sensors, all covered under a five-year license and support agreement. This infrastructure will provide the backbone for secure, reliable connectivity and support modern operational needs throughout the facility.

BACKGROUND:

In preparation for the opening of the new City Hall East Campus, the City has identified a need for a robust and scalable networking solution capable of supporting both current and future demands. After evaluating options, City IT selected Cisco Meraki hardware for its centralized management capabilities, security features, and seamless integration across networking, wireless, and surveillance platforms. The proposal from Centre Technologies includes Meraki firewall appliances, managed switches, indoor and outdoor wireless access points, surveillance cameras, and environmental monitoring sensors. All devices are licensed for five years and include enterprise-level support. The City's IT Department will handle the full deployment of this equipment, including rack installation, cabling, configuration, and testing. This infrastructure will support City operations, public Wi-Fi access points, and departmental connectivity across the new facility.

FUNDING SOURCE: This project will be funded through the City's General and Enterprise Funds, as part of the approved technology infrastructure budget for the new City Hall East Campus. The purchase is being made under the DIR-CPO-5347

FINANCIAL IMPACT:

The total contract amount is \$104,620.23 and includes all hardware, five-year licensing, and support. The funding has been allocated in the

state cooperative purchasing contract, which satisfies procurement compliance requirements.

City's capital and IT budgets for the new facility. No additional funding is being requested.

STAFF RECOMMENDATION:

Staff recommends approval of the contract with Centre Technologies in the amount of \$104,620.23 for the purchase of Meraki networking equipment for the new City Hall East Campus. The City's IT Department will handle the installation and configuration in-house. This investment will ensure long-term performance, security, and manageability of the City's IT infrastructure.

COMPREHENSIVE PLAN GUIDING PRINCIPLE:

Governance

ATTACHMENTS:

1. Network and Security Camera Equipment

APPROVAL/REVIEW:



Leticia Vacek, City Secretary

Date: June 10, 2025

Aaron Anderegg, I.T. Director

Date: June 11, 2025



William McKamie, City Attorney

Date: June 11, 2025



Clinton Bailey, City Manager

Date: June 11, 2025



BUSINESS TECHNOLOGY SOLUTIONS FOR:

**City of Fredericksburg - City Hall East Campus
Networking Equipment - Meraki - 5 Years**

Quote # 069107
Version 1

PREPARED FOR:

City of Fredericksburg

Aaron Anderegg
aanderegg@fbgtx.org

City of Fredericksburg - City Hall East Campus Networking Equipment - Meraki - 5 Years

Prepared by:

Centre Technologies - Dallas

Bryan Bender
on behalf of Russell Keller
(214) 550-3574
bbender@centrotechnologies.com

Prepared for:

City of Fredericksburg

Aaron Anderegg
Ship To:
126 W. Main Street
Fredericksburg, TX 78624
(830) 997-7521
aanderegg@fbgtx.org

Quote Information:

Quote #: 069107

Version: 1
Delivery Date: 03/26/2025
Expiration Date: 04/30/2025

City of Fredericksburg - Meraki - 5 Year Licensing

Billed upon shipping

DIR-CPO-5347

Firewall

Description	Qty	Price	Ext. Price
 MX250-HW Cisco Meraki MX250 Cloud Managed - Security appliance - GigE - rack-mountable	1	\$5,085.59	\$5,085.59
LIC-MX250-MERAKI MX250 ADVANCED SECURITY LICENSE AND SUPPORT, 5YR-SEC-5YR	1	\$22,609.80	\$22,609.80
Subtotal:			\$27,695.39

Switches

Description	Qty	Price	Ext. Price
 C9300X-12Y-M Cisco Meraki Catalyst 9300X-12Y - Switch - L3 - managed - 12 x 1/10/25 Gigabit SFP28 - rack-mountable - AC	1	\$7,792.26	\$7,792.26
LIC-C9300-MERAKI ENTERPRISE LICENSE FOR C9300-M 24-PORT, 5 YEAR 24E-5Y	1	\$1,365.83	\$1,365.83

Switches

Description	Qty	Price	Ext. Price
MS130-48P -HW Cisco Meraki MS130-48P - Switch - managed - 48 x 10/100/1000Base-T + 4 x Gigabit SFP - rack-mountable - PoE+ (740 W)	1	\$2,419.54	\$2,419.54
			
LIC-MS130-48-5Y Meraki MS130-48 Enterprise License and Support, 5 Year	1	\$553.20	\$553.20
MS150-48FP-4X Meraki MS150-48FP-4X L2 Stck Cld-Mngd 48GE 740W PoE Swtch - 1U - Wired - 10Gbps - Gigabit Ethernet - RJ45, SFP+, Dedicated Mgmt - Static Routing - Power Supply - 54VDC	5	\$2,888.58	\$14,442.90
			
LIC-MS150-48-5Y Meraki MS150-48 Essentials License and Support, 5 Year	5	\$445.27	\$2,226.35
Subtotal:			\$28,800.08

Access Points

Description	Qty	Price	Ext. Price
MR57-HW Cisco Meraki MR57 - Wireless access point - Wi-Fi 6E - 2.4 GHz, 5 GHz, 6 GHz - cloud-managed	12	\$1,088.48	\$13,061.76
LIC-ENT-5YR SOFTWARE Meraki MR Enterprise Cloud Controller License, 5 Years	12	\$417.12	\$5,005.44
MR76-HW Cisco Meraki MR76 - Wireless access point - Wi-Fi 6 - 2.4 GHz, 5 GHz - cloud-managed	5	\$780.71	\$3,903.55
LIC-ENT-5YR SOFTWARE Meraki MR Enterprise Cloud Controller License, 5 Years	5	\$417.12	\$2,085.60
Subtotal:			\$24,056.35

Cameras

Description	Qty	Price	Ext. Price
MV22-HW Cisco Meraki Varifocal MV22 Indoor HD Dome Camera With 256GB Storage - Network surveillance camera - dome - color (Day&Night) - 4 MP - 1920 x 1080 - 1080p - vari-focal - wireless - Wi-Fi - GbE - H.264 - PoE	2	\$652.76	\$1,305.52
LIC-MV-5YR MERAKI MV ENTERPRISE LICENSE AND SUPPORT, 5YR	2	\$679.53	\$1,359.06
MV32-HW Cisco Meraki MV32 - Network surveillance camera - dome - indoor - color - 8.4 MP - 2058 x 2058 - fixed focal - audio - wireless - Wi-Fi - GbE - H.264 - PoE	5	\$552.26	\$2,761.30
LIC-MV-5YR MERAKI MV ENTERPRISE LICENSE AND SUPPORT, 5YR	5	\$679.53	\$3,397.65
MV72-HW Cisco Meraki Varifocal MV72 Outdoor HD Dome Camera With 256GB Storage - Network surveillance camera - dome - outdoor - vandal / weatherproof - color (Day&Night) - 4 MP - 1920 x 1080 - 1080p - vari-focal - wireless - Wi-Fi - GbE - H.264 - PoE	4	\$753.26	\$3,013.04
LIC-MV-5YR MERAKI MV ENTERPRISE LICENSE AND SUPPORT, 5YR	4	\$679.53	\$2,718.12
MV93-HW Cisco Meraki MV93 - Network surveillance / panoramic camera - fisheye - outdoor - color (Day&Night) - 12.4 MP - 2112 x 2112 - fixed focal - audio - wireless - Wi-Fi - GbE - H.264 - PoE Plus	6	\$803.50	\$4,821.00
LIC-MV-5YR MERAKI MV ENTERPRISE LICENSE AND SUPPORT, 5YR	6	\$679.53	\$4,077.18
Subtotal:			\$23,452.87

Sensors

Description	Qty	Price	Ext. Price
MT10-HW Cisco Meraki MT10 - Temperature and humidity sensor - wireless	2	\$65.96	\$131.92
LIC-MT-5Y MERAKI MT ENTERPRISE LICENSE AND SUPPORT, 5YR	2	\$241.81	\$483.62
Subtotal:			\$615.54

Quote Summary

Description	Amount
Firewall	\$27,695.39
Switches	\$28,800.08
Access Points	\$24,056.35
Cameras	\$23,452.87
Sensors	\$615.54
Total: \$104,620.23	

This Quote is between Centre Technologies, Inc. a Texas corporation (sometimes referred to as “we,” “us,” “our,” OR “Provider”), and the Customer found on the applicable Quote (sometimes referred to as “you,” “your,” OR “Customer”). Collectively, these two entities are “the Parties”. The Quote, together with the MSA and relevant Service Attachments, forms the Agreement between the Parties. This Quote is effective as of the date the Parties sign below, (“Services Start Date”). If there is a conflict between this Quote, the Master Services Agreement, the Product Terms and Conditions, and any Service Attachment, amendment, or schedule, this Quote will control for the items in this Quote only.

The definitions and the Term are set forth in the MSA. Customer hereby acknowledges that all of the Agreements and Quotes contained herein are subject to the applicable tax (e.g., international, federal, state and local sales tax), shipping, handling and other associated fees. The Uniform Commercial Code, as adopted by the Texas Business and Commerce Code, shall apply where appropriate. Provider reserves the right to cancel or amend orders arising from pricing or other errors contained in the attached Quote and will notify the Customer.

This Order and its accompanying Agreements supersede all prior negotiations, discussions, proposals, communications, or previous Orders or Agreements between the parties.

By signing below, the Parties acknowledge, represent, and warrant that they have read and agree to the terms and conditions of the Agreement, including all related agreements, schedules, Service Attachments, and/or amendments identified at the end of this Quote. The Party hereby represents that the electronic signature to this Quote shall be relied upon and serves to bind them/it to the obligations stated herein. Each Party hereby warrants and represents that he/she/it has the express authority to execute this Agreement(s).

E-Signature Confirmation for City of Fredericksburg

Signature: _____

Name: Aaron Anderegg

Title: _____

Date: _____



Exhibit A

General terms and conditions applicable to all Provider products and services.

[Master Services Agreement](#)

Core managed services including monitoring, remote management, and help-desk.

[Service Attachment for Managed Services](#)

Service Attachment for Artificial Intelligence Services.

[Service Attachment for Artificial Intelligence Services](#)

Data security and privacy agreement including statutorily required terms.

[Data Processing Agreement](#)

Targeted response times by tier of severity.

[Service Level Objectives](#)

Description of managed services offered by Provider.

[Schedule of Services](#)

Notice of third-party services and waiver of claims.

[Schedule of Third-Party Services](#)



CITY COUNCIL AGENDA MEMO

DEPARTMENT: Public Works and Utilities
TO: Mayor & City Council Members
FROM: Kris Kneese, Director of Public Works,
Utilities, and Engineer
MEETING DATE: June 17, 2025

CATEGORY: OTHER ACTION ITEMS AND
UPDATES

CAPTION: Consider selecting HDR Engineering to complete the Long-Term Water Supply Study and authorizing the City Manager to negotiate a professional services contract up to \$100,000.00 for the project. (Kris Kneese, Director of Public Works/Utilities)

PRESENTATION:
[PRESENTER_NO_BR]

SUMMARY:
Consider selecting HDR Engineering to complete the Long-Term Water Supply Study and authorize the City Manager to negotiate a professional services contract up to \$100,000.00 for the project.

BACKGROUND:

Ensuring a sustainable and reliable water supply is critical. The region has experienced steady population growth, with projections indicating continued expansion over the next several decades. At the same time, changing weather patterns, recurring drought conditions, and regulatory constraints on water sources have increased the complexity of long-term water resource planning.

In response to these trends, staff recommended initiating a comprehensive Long-Term Water Supply Study to forecast future demands and identify feasible options for expanding and diversifying our water supply. The 40-year water supply study will provide a data-driven foundation for future capital project planning, and will align with regional water management efforts and state requirements.

Requests for qualifications (RFQ) were solicited and publicly advertised for the Long-Term Water Supply Study. The city received six (6) Statement of Qualifications (SOQs) on April 28, 2025. A selection committee, consisting of City Staff, reviewed, evaluated and ranked the submitted SOQs. HDR Engineering ranked the highest based on the ranking criteria listed in the RFQ.

The FY2025 Water Department budget includes \$100,000 for the Long-Term Water Supply Study.

FUNDING SOURCE: Water Dept

FINANCIAL IMPACT:
\$100,000.00

STAFF RECOMMENDATION:

City Staff recommends selecting HDR Engineering to complete the Long-Term Water Supply Study, and authorizing the City Manager to negotiate a professional services contract up to \$100,000.00 for the project.

COMPREHENSIVE PLAN GUIDING PRINCIPLE:

Neighborhood Quality
Workforce
Tourism
City Center
Mobility
Small Town Sensitive Growth
Governance

ATTACHMENTS:

None

APPROVAL/REVIEW:



Date: June 11, 2025

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



Date: June 11, 2025

Garret Bonn, Assistant City Manager



Date: June 11, 2025

William McKamie, City Attorney



Date: June 11, 2025

Leticia Vacek, City Secretary



Date: June 11, 2025

Clinton Bailey, City Manager



CITY COUNCIL AGENDA MEMO

DEPARTMENT: Public Works and Utilities
TO: Mayor & City Council Members
FROM: Kris Kneese, Director of Public Works,
Utilities, and Engineer
MEETING DATE: June 17, 2025

CATEGORY: OTHER ACTION ITEMS AND
UPDATES

CAPTION: Consider bids received and award a Construction Contract for the Geosynthetics Liner for Landfill Cells #12 and #13. (Kris Kneese, Director of Public Works/Utilities)

PRESENTATION:
[PRESENTER_NO_BR]

SUMMARY:
Receive construction bids and consider awarding the construction contract for the City of Fredericksburg Landfill Cells #12 and 13 Geosynthetics Project.

BACKGROUND:
Construction of Landfill Cells #12 and 13 is broken into two separate sets of construction documents. Council approved the earthwork construction contract at the May 20, 2025 City Council meeting. The geosynthetics contract includes installation of a geosynthetic clay liner, geomembrane liner, and leachate collection system drainage geocomposite material.

The contract documents include 15 working days for substantial completion of the project and 20 working days for final completion with liquidated damages set at \$500 per day. After public advertisement, eight (8) secure bids were received at the bid opening on April 24, 2025, with Geo-Synthetics Systems submitting the low bid.

The bids have been reviewed by the City's design consultant for the project, Biggs and Matthews Environmental, and City staff and have been found to be complete and competitive. A copy of the recommendation letter and bid summary for the geosynthetics project are included in the general construction contract award memo.

FUNDING SOURCE: Sanitation Department

FINANCIAL IMPACT:
\$537,503.94

STAFF RECOMMENDATION:
City Staff recommends award of the geosynthetic contract in the amount of \$537,503.94 to Geo-Synthetics Systems.

COMPREHENSIVE PLAN GUIDING PRINCIPLE:

Neighborhood Quality

Workforce

Tourism

City Center

Mobility

Small Town Sensitive Growth

Governance

ATTACHMENTS:

1. 2025-05-05 City of Fredericksburg Landfill - Cells 12 & 13 - Recommendation for Award
2. Landfill Layout Plan

APPROVAL/REVIEW:

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

Date: May 14, 2025



Garret Bonn, Assistant City Manager

Date: June 11, 2025



William McKamie, City Attorney

Date: June 12, 2025



Clinton Bailey, City Manager

Date: June 12, 2025



BIGGS & MATHEWS ENVIRONMENTAL, INC
TBPE No. F-256 TBPG No. 50222

May 5, 2025

Mr. Kris Kneese, P.E.
Director of Public Works and Utilities
City of Fredericksburg
126 W. Main Street, Fredericksburg, Texas 78624

Re: City of Fredericksburg Landfill
Cells 12 & 13
Recommendation for Award of General and Geosynthetics Contracts

Dear Mr. Kneese, P.E.:

BME has recently completed the bid phase and evaluation of bids for the Cells 12 & 13 project at the City of Fredericksburg Landfill including the General bid for the earthwork and the Geosynthetics bid for installing the geosynthetic liner and leachate collection system. The following paragraphs provide the summary of bids and our recommendations for award of contract for each of the bid categories.

General Contract

A total of eleven bids were received and publicly opened at the City of Fredericksburg office on April 24, 2025 for the Cells 12 & 13 – Construction. A tabulation of the bids is attached.

The apparent low bidder is Ranger Excavating, based out of Austin, Texas with a base bid total of \$793,350. However, the bidder did not bid on the contingent and optional items (Items A through E) and has clarified in writing that this was intentional. If the City elects not to proceed with any of the contingent and optional items, Ranger Excavating is the lowest bidder and BME recommends awarding the general contract to them. If the City elects to proceed with any of the contingent and optional items, Ranger accepts that their bid will be removed from the selection process and the next low bidder is Maverick Contractors, based out of Opelousas, Louisiana with a base bid total of \$869,880. In this case, BME recommends that the City of Fredericksburg award the general contract to Maverick Contractors, who has successfully completed similar projects in the past.

Geosynthetics Contract

A total of eight bids were received and publicly opened at the City of Fredericksburg office on April 24, 2025 for Cells 12 & 13 – Geosynthetics. A tabulation of the bids is attached.

The apparent low bidder is Geo-Synthetics Systems (GSI), with an office in Waukesha, Wisconsin with a base bid total of \$537,503.94. Upon further review of their complete proposal, we noted that while the bidder did not explicitly increase supply quantities to account for overlap and waste, their proposal includes a clause stating that "materials used for the overlaps and waste areas are incidental and included in the listed unit price."

O:\City of Fredericksburg\Fredericksburg LF\Solid Waste\Cells 12 & 13\Letter of Recommendation r1.docx

1700 Robert Road, Suite 100 • Mansfield, Texas 76063 • Phone: 817-563-1144

Recommendation of Award
May 5, 2025
Page 2

This approach effectively addresses the lap and scrap factor concern. We have confirmed with GSI that their bid includes all necessary materials to complete the installation according to specifications.

We find GSI's bid to be complete and in compliance with the bid requirements. The bid amount is consistent with our experience for this type of construction, and the contractor has successfully completed similar projects in the past. BME recommends that the City of Fredericksburg award the geosynthetics contract to Geo-Synthetics Systems (GSI).

It is our understanding that authorization for award of contracts will be made at the May 15, 2025 City Council Meeting. Upon authorization of award, BME will prepare a Notice of Award to be sent to each of the awarded contractors and we will finalize the Contract Documents to be executed. It is anticipated that the general contractor will be given notice to proceed after execution of the contract and will begin to mobilize equipment to the site within a couple of weeks. We anticipate construction of the Cells 12 & 13 project will be complete in October, 2025.

Biggs and Mathews Environmental appreciates the opportunity to provide professional services to City of Fredericksburg for this project and looks forward to a successful construction project.

Sincerely,

BIGGS & MATHEWS ENVIRONMENTAL



Felipe A. Wescoup, P.E.
Senior Engineer

Attachments: Bid Tabulation – Construction
Bid Tabulation – Geosynthetics
Ranger Excavating Email
Geo-Synthetics Systems Email

**City of Fredericksburg
Cells 12 and 13 Construction
Bid Tabulation**

Item	Description	Unit	Quantity	Ranger Excavating		Maverick Contractors		Hammett Excavation		4X Construction	
				Unit Price	Price	Unit Price	Price	Unit Price	Price	Unit Price	Price
1	Mobilization and Demobilization	LS	1	\$ 36,000.00	\$ 36,000.00	\$ 55,000.00	\$ 55,000.00	\$ 150,250.00	\$ 150,250.00	\$ 70,000.00	\$ 70,000.00
2	Temporary Controls	LS	1	\$ 21,000.00	\$ 21,000.00	\$ 21,000.00	\$ 21,000.00	\$ 19,500.00	\$ 19,500.00	\$ 65,000.00	\$ 65,000.00
3	Earthwork – Soil Excavation	CY	80,000	\$ 3.50	\$ 280,000.00	\$ 4.00	\$ 320,000.00	\$ 3.00	\$ 240,000.00	\$ 2.95	\$ 236,000.00
4	Earthwork – Rock Excavation	CY	20,000	\$ 4.50	\$ 90,000.00	\$ 6.00	\$ 120,000.00	\$ 5.95	\$ 119,000.00	\$ 4.90	\$ 98,000.00
5	Earthwork - Protective Cover	LF	24,000	\$ 4.00	\$ 96,000.00	\$ 4.00	\$ 96,000.00	\$ 2.13	\$ 51,120.00	\$ 6.25	\$ 150,000.00
6	Underdrain Trench	LF	1,980	\$ 30.00	\$ 59,400.00	\$ 29.00	\$ 57,420.00	\$ 38.86	\$ 76,942.80	\$ 38.00	\$ 75,240.00
6a	Underdrain Riser & Sump	LS	1	\$ 15,000.00	\$ 15,000.00	\$ 10,500.00	\$ 10,500.00	\$ 12,893.10	\$ 12,893.10	\$ 22,000.00	\$ 22,000.00
7	Future Liner Tie-in	LF	1100	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —
8	Anchor Trench	LF	1670	\$ 10.00	\$ 16,700.00	\$ 5.00	\$ 8,350.00	\$ 6.75	\$ 11,272.50	\$ 10.00	\$ 16,700.00
9	Leachate Collection Trench	LF	1,375	\$ 50.00	\$ 68,750.00	\$ 48.00	\$ 66,000.00	\$ 54.01	\$ 74,263.75	\$ 52.00	\$ 71,500.00
10	Leachate Collection Header Trench	LF	835	\$ 50.00	\$ 41,750.00	\$ 66.00	\$ 55,110.00	\$ 73.22	\$ 61,138.70	\$ 65.00	\$ 54,275.00
11	Leachate Sump, Riser, and Vault	LS	1	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 31,355.59	\$ 31,355.59	\$ 25,000.00	\$ 25,000.00
12	Leachate Control Panel & Pump	LS	1	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 43,968.00	\$ 43,968.00	\$ 42,000.00	\$ 42,000.00
13	Underground Electric with Conduit	LF	550	\$ 25.00	\$ 13,750.00	\$ 10.00	\$ 5,500.00	\$ 20.42	\$ 11,231.00	\$ 20.00	\$ 11,000.00
Bid Total					\$ 793,350.00		\$ 869,880.00		\$ 902,935.44		\$ 936,715.00
A	Demo of Citizens Convenience Center	LS	1	\$ -	\$ -	\$ 500.00	\$ 500.00	\$ 99,000.00	\$ 99,000.00	\$ 2,500.00	\$ 2,500.00
B	Construction of Citizens Convenience Center	LS	1	\$ -	\$ -	\$ 94,000.00	\$ 94,000.00	\$ 173,099.12	\$ 173,099.12	\$ 245,000.00	\$ 245,000.00
C	Demo of Grit Trap	LS	1	\$ -	\$ -	\$ 2,000.00	\$ 2,000.00	\$ 98,000.00	\$ 98,000.00	\$ 5,000.00	\$ 5,000.00
D	Construction of Grit Trap	LS	1	\$ -	\$ -	\$ 158,000.00	\$ 158,000.00	\$ 675,002.23	\$ 675,002.23	\$ 230,000.00	\$ 230,000.00
E	Mulching of Cleared Debris	LS	1	\$ -	\$ -	\$ 9,500.00	\$ 9,500.00	\$ 141,000.00	\$ 141,000.00	\$ 45,000.00	\$ 45,000.00
					\$ -		\$ 264,000.00		\$ 1,186,101.35		\$ 527,500.00

**City of Fredericksburg
Cells 12 and 13 Construction
Bid Tabulation**

Item	Description	Unit	Quantity	Harris Road Company		Nelson Lewis Inc.		DNT Construction		Accell Construction	
				Unit Price	Price	Unit Price	Price	Unit Price	Price	Unit Price	Price
1	Mobilization and Demobilization	LS	1	\$ -	\$ -	\$ 50,000.00	\$ 50,000.00	\$ 46,000.00	\$ 46,000.00	\$ 74,500.00	\$ 74,500.00
2	Temporary Controls	LS	1	\$ -	\$ -	\$ 30,000.00	\$ 30,000.00	\$ 10,000.00	\$ 10,000.00	\$ 11,550.00	\$ 11,550.00
3	Earthwork – Soil Excavation	CY	80,000	\$ -	\$ -	\$ 4.50	\$ 360,000.00	\$ 5.00	\$ 450,000.00	\$ 8.50	\$ 680,000.00
4	Earthwork – Rock Excavation	CY	20,000	\$ -	\$ -	\$ 12.00	\$ 240,000.00	\$ 8.50	\$ 170,000.00	\$ 10.00	\$ 200,000.00
5	Earthwork - Protective Cover	LF	24,000	\$ -	\$ -	\$ 9.00	\$ 216,000.00	\$ 10.00	\$ 240,000.00	\$ 8.50	\$ 204,000.00
6	Underdrain Trench	LF	1,980	\$ -	\$ -	\$ 40.00	\$ 79,200.00	\$ 50.00	\$ 99,000.00	\$ 36.00	\$ 71,280.00
6a	Underdrain Riser & Sump	LS	1	\$ -	\$ -	\$ 20,000.00	\$ 20,000.00	\$ 8,000.00	\$ 8,000.00	\$ 16,300.00	\$ 16,300.00
7	Future Liner Tie-in	LF	750	\$ -	\$ -	\$ 7.00	\$ 5,250.00	\$ -	\$ -	\$ 6.50	\$ 4,875.00
8	Anchor Trench	LF	1670	\$ -	\$ -	\$ 7.00	\$ 11,690.00	\$ 4.50	\$ 7,515.00	\$ 6.50	\$ 10,855.00
9	Leachate Collection Trench	LF	1,375	\$ -	\$ -	\$ 65.00	\$ 89,375.00	\$ 69.50	\$ 95,562.50	\$ 45.00	\$ 61,875.00
10	Leachate Collection Header Trench	LF	835	\$ -	\$ -	\$ 90.00	\$ 75,150.00	\$ 111.00	\$ 92,685.00	\$ 58.00	\$ 48,430.00
11	Leachate Sump, Riser, and Vault	LS	1	\$ -	\$ -	\$ 30,000.00	\$ 30,000.00	\$ 27,000.00	\$ 27,000.00	\$ 20,000.00	\$ 20,000.00
12	Leachate Control Panel & Pump	LS	1	\$ -	\$ -	\$ 45,000.00	\$ 45,000.00	\$ 39,000.00	\$ 39,000.00	\$ 47,000.00	\$ 47,000.00
13	Underground Electric with Conduit	LF	550	\$ -	\$ -	\$ 12.00	\$ 6,600.00	\$ 77.00	\$ 42,350.00	\$ 18.50	\$ 10,175.00
Bid Total				Wrong Bid Form			\$ 1,258,265.00		\$ 1,327,112.50		\$ 1,460,840.00
A	Demo of Citizens Convenience Center	LS	1	\$ -	\$ -	\$ 10,000.00	\$ 10,000.00	\$ 15,250.00	\$ 15,250.00	\$ 5,000.00	\$ 5,000.00
B	Construction of Citizens Convenience Center	LS	1	\$ -	\$ -	\$ 120,000.00	\$ 120,000.00	\$ 261,225.00	\$ 261,225.00	\$ 429,000.00	\$ 429,000.00
C	Demo of Grit Trap	LS	1	\$ -	\$ -	\$ 8,000.00	\$ 8,000.00	\$ 17,000.00	\$ 17,000.00	\$ 13,500.00	\$ 13,500.00
D	Construction of Grit Trap	LS	1	\$ -	\$ -	\$ 230,000.00	\$ 230,000.00	\$ 285,325.00	\$ 285,325.00	\$ 233,000.00	\$ 233,000.00
E	Mulching of Cleared Debris	LS	1	\$ -	\$ -	\$ 18,000.00	\$ 18,000.00	\$ 33,000.00	\$ 33,000.00	\$ 19,500.00	\$ 19,500.00
							\$ 386,000.00		\$ 611,800.00		\$ 700,000.00

**City of Fredericksburg
Cells 12 and 13 Construction
Bid Tabulation**

Item	Description	Unit	Quantity	Saur Construction		J3 Company		Allbrite Construction		Engineer's Estimate	
				Unit Price	Price	Unit Price	Price	Unit Price	Price	Unit Price	Price
1	Mobilization and Demobilization	LS	1	\$ -	\$ -	\$ 90,000.00	\$ 90,000.00	\$ 272,840.40	\$ 272,840.40	\$ 45,529.50	\$ 45,529.50
2	Temporary Controls	LS	1	\$ -	\$ -	\$ 145,000.00	\$ 145,000.00	\$ 30,000.00	\$ 30,000.00	\$ 50,000.00	\$ 50,000.00
3	Earthwork – Soil Excavation	CY	80,000	\$ -	\$ -	\$ 8.00	\$ 640,000.00	\$ 7.80	\$ 624,000.00	\$ 3.50	\$ 280,000.00
4	Earthwork – Rock Excavation	CY	20,000	\$ -	\$ -	\$ 11.75	\$ 235,000.00	\$ 25.20	\$ 504,000.00	\$ 5.00	\$ 100,000.00
5	Earthwork - Protective Cover	LF	24,000	\$ -	\$ -	\$ 17.50	\$ 420,000.00	\$ 10.56	\$ 253,440.00	\$ 3.00	\$ 72,000.00
6	Underdrain Trench	LF	1,980	\$ -	\$ -	\$ 45.00	\$ 89,100.00	\$ 101.54	\$ 201,055.20	\$ 70.00	\$ 138,600.00
6a	Underdrain Riser & Sump	LS	1	\$ -	\$ -	\$ 15,000.00	\$ 15,000.00	\$ 25,627.20	\$ 25,627.20	\$ 10,000.00	\$ 10,000.00
7	Future Liner Tie-in	LF	1100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
8	Anchor Trench	LF	1670	\$ -	\$ -	\$ 15.00	\$ 25,050.00	\$ 5.40	\$ 9,018.00	\$ 7.00	\$ 11,690.00
9	Leachate Collection Trench	LF	1,375	\$ -	\$ -	\$ 55.00	\$ 75,625.00	\$ 146.41	\$ 201,314.40	\$ 80.00	\$ 110,000.00
10	Leachate Collection Header Trench	LF	835	\$ -	\$ -	\$ 55.00	\$ 45,925.00	\$ 179.42	\$ 149,816.40	\$ 80.00	\$ 66,800.00
11	Leachate Sump, Riser, and Vault	LS	1	\$ -	\$ -	\$ 20,000.00	\$ 20,000.00	\$ 66,630.00	\$ 66,630.00	\$ 30,000.00	\$ 30,000.00
12	Leachate Control Panel & Pump	LS	1	\$ -	\$ -	\$ 65,000.00	\$ 65,000.00	\$ 42,348.00	\$ 42,348.00	\$ 25,000.00	\$ 25,000.00
13	Underground Electric with Conduit	LF	550	\$ -	\$ -	\$ 40.00	\$ 22,000.00	\$ 40.58	\$ 22,320.00	\$ 30.00	\$ 16,500.00
Bid Total				Incomplete Bid			\$ 1,887,700.00		\$ 2,402,409.60		\$ 956,119.50
A	Demo of Citizens Convenience Center	LS	1	\$ -	\$ -	\$ 2,100.00	\$ 2,100.00	\$ 12,000.00	\$ 12,000.00	\$ 10,000.00	\$ 10,000.00
B	Construction of Citizens Convenience Center	LS	1	\$ -	\$ -	\$ 172,000.00	\$ 172,000.00	\$ 234,996.00	\$ 234,996.00	\$ 250,000.00	\$ 250,000.00
C	Demo of Grit Trap	LS	1	\$ -	\$ -	\$ 16,000.00	\$ 16,000.00	\$ 18,000.00	\$ 18,000.00	\$ 10,000.00	\$ 10,000.00
D	Construction of Grit Trap	LS	1	\$ -	\$ -	\$ 194,000.00	\$ 194,000.00	\$ 121,575.00	\$ 121,575.00	\$ 300,000.00	\$ 300,000.00
E	Mulching of Cleared Debris	LS	1	\$ -	\$ -	\$ 18,000.00	\$ 18,000.00	\$ 24,000.00	\$ 24,000.00	\$ 15,000.00	\$ 15,000.00
				\$ -			\$ 402,100.00		\$ 410,571.00		\$ 585,000.00

**City of Fredericksburg
Cells 12 and 13 Geosynthetics
Bid Tabulation**

Item	Description	Unit	Geo-Synthetics Systems			Patriot Environmental			Texas Environmental Plastics			Clean Air and Water			Mustang Extreme		
			Quantity	Unit Price	Price		Unit Price	Price		Unit Price	Price		Unit Price	Price		Unit Price	Price
1	Mobilization and Demobilization	LS	1	\$ 13,910.00	\$ 13,910.00	1	\$ 16,000.00	\$ 16,000.00	1	\$ 18,245.00	\$ 18,245.00	1	\$ 12,500.00	\$ 12,500.00	1	\$ 7,500.00	\$ 7,500.00
2	Supply Geotextile	SF	63,000	\$ 0.096	\$ 6,029.10	63,000	\$ 0.1490	\$ 9,387.00	63,000	\$ 0.168	\$ 10,584.00	63,000	\$ 0.110	\$ 6,930.00	63,000	\$ 0.1171	\$ 7,377.30
3	Supply Geosynthetic Clay Liner - Unreinforced	SF	231,315	\$ 0.444	\$ 102,657.60	254,200	\$ 0.4060	\$ 103,205.20	244,900	\$ 0.414	\$ 101,388.60	223,600	\$ 0.480	\$ 107,328.00	244,900	\$ 0.4036	\$ 98,841.64
4	Supply Geosynthetic Clay Liner - Reinforced	SF	83,331	\$ 0.498	\$ 41,523.84	108,500	\$ 0.4350	\$ 47,197.50	117,800	\$ 0.420	\$ 49,476.00	117,120	\$ 0.520	\$ 60,902.40	105,400	\$ 0.4326	\$ 45,596.04
5	Supply HPDE Geomembrane - Smooth	SF	231,315	\$ 0.338	\$ 78,184.47	259,200	\$ 0.2880	\$ 74,649.60	246,240	\$ 0.284	\$ 69,932.16	220,320	\$ 0.305	\$ 67,197.60	246,240	\$ 0.3136	\$ 77,220.86
6	Supply HPDE Geomembrane - Textured	SF	83,331	\$ 0.384	\$ 32,015.77	108,000	\$ 0.3130	\$ 33,804.00	120,000	\$ 0.304	\$ 36,480.00	120,000	\$ 0.325	\$ 39,000.00	108,000	\$ 0.3382	\$ 36,525.60
7	Supply Drainage Geocomposite – Single-sided	SF	237,998	\$ 0.295	\$ 70,185.61	252,225	\$ 0.2680	\$ 67,596.30	256,650	\$ 0.265	\$ 68,012.25	243,600	\$ 0.265	\$ 64,554.00	243,600	\$ 0.2892	\$ 70,449.12
8	Supply Drainage Geocomposite – Double-sided	SF	76,648	\$ 0.377	\$ 28,873.30	106,731	\$ 0.3260	\$ 34,794.31	110,684	\$ 0.333	\$ 36,857.77	101,500	\$ 0.385	\$ 39,077.50	106,731	\$ 0.3877	\$ 41,379.61
9	Install Geosynthetic Clay Liner - Unreinforced	SF	231,315	\$ 0.134	\$ 31,065.60	231,315	\$ 0.1240	\$ 28,683.06	231,315	\$ 0.158	\$ 36,547.77	231,315	\$ 0.140	\$ 32,384.10	231,315	\$ 0.2274	\$ 52,601.03
10	Install Geosynthetic Clay Liner - Reinforced	SF	83,331	\$ 0.192	\$ 15,982.89	83,331	\$ 0.2360	\$ 19,666.12	83,331	\$ 0.158	\$ 13,166.30	83,331	\$ 0.160	\$ 13,332.96	83,331	\$ 0.2613	\$ 21,774.39
11	Install HPDE Geomembrane - Smooth	SF	231,315	\$ 0.141	\$ 32,661.68	231,315	\$ 0.1300	\$ 30,070.95	231,315	\$ 0.178	\$ 41,174.07	231,315	\$ 0.170	\$ 39,323.55	231,315	\$ 0.2274	\$ 52,601.03
12	Install HPDE Geomembrane - Textured	SF	83,331	\$ 0.400	\$ 33,357.40	83,331	\$ 0.3900	\$ 32,499.09	83,331	\$ 0.178	\$ 14,832.92	83,331	\$ 0.225	\$ 18,749.48	83,331	\$ 0.2613	\$ 21,774.39
13	Install Drainage Geocomposite – Single-sided	SF	237,998	\$ 0.153	\$ 36,508.89	237,998	\$ 0.1050	\$ 24,989.79	237,998	\$ 0.168	\$ 39,983.66	237,998	\$ 0.170	\$ 40,459.66	237,998	\$ 0.1745	\$ 41,530.65
14	Install Drainage Geocomposite – Double-sided	SF	76,648	\$ 0.190	\$ 14,547.79	76,648	\$ 0.2050	\$ 15,712.84	76,648	\$ 0.168	\$ 12,876.86	76,648	\$ 0.205	\$ 15,712.84	76,648	\$ 0.2180	\$ 16,709.26
Bid Total					\$ 537,503.94			\$ 538,255.75			\$ 549,557.37			\$ 557,452.09			\$ 591,880.92

Item	Description	Unit	Global Containment Solutions			Allstate Lining			Allbrite Constructors of Texas			Engineer's Estimate		
			Quantity	Unit Price	Price	Quantity	Unit Price	Price	Quantity	Unit Price	Price	Quantity	Unit Price	Price
1	Mobilization and Demobilization	LS	1	\$ 6,500.00	\$ 6,500.00	1	\$ 5,500.00	\$ 5,500.00	1	\$ -	\$ -	1	\$ 29,491.91	\$ 29,491.91
2	Supply Geotextile	SF	63,000	\$ 0.1930	\$ 12,159.00	63,000	\$ 0.15	\$ 9,705.18	32,400	\$ -	\$ -	63,000	\$ 0.15	\$ 9,450.00
3	Supply Geosynthetic Clay Liner - Unreinforced	SF	231,750	\$ 0.4910	\$ 113,789.25	279,000	\$ 0.50	\$ 116,112.78	175,450	\$ -	\$ -	254,447	\$ 0.39	\$ 99,234.14
4	Supply Geosynthetic Clay Liner - Reinforced	SF	117,000	\$ 0.5470	\$ 63,999.00	99,200	\$ 0.61	\$ 50,630.02	103,510	\$ -	\$ -	91,664	\$ 0.48	\$ 43,998.77
5	Supply HPDE Geomembrane - Smooth	SF	233,280	\$ 0.3090	\$ 72,083.52	252,000	\$ 0.36	\$ 83,728.48	175,450	\$ -	\$ -	254,447	\$ 0.36	\$ 91,600.74
6	Supply HPDE Geomembrane - Textured	SF	120,000	\$ 0.3300	\$ 39,600.00	93,600	\$ 0.40	\$ 33,422.69	103,510	\$ -	\$ -	91,664	\$ 0.40	\$ 36,665.64
7	Supply Drainage Geocomposite – Single-sided	SF	230,550	\$ 0.3020	\$ 69,626.10	261,075	\$ 0.32	\$ 77,200.36	175,450	\$ -	\$ -	254,447	\$ 0.48	\$ 122,134.32
8	Supply Drainage Geocomposite – Double-sided	SF	116,000	\$ 0.4190	\$ 48,604.00	83,013	\$ 0.40	\$ 30,672.13	103,510	\$ -	\$ -	91,664	\$ 0.53	\$ 48,123.65
9	Install Geosynthetic Clay Liner - Unreinforced	SF	231,315	\$ 0.1730	\$ 40,017.50	231,315	\$ 0.06	\$ 14,341.53	159,500	\$ -	\$ -	231,315	\$ 0.15	\$ 34,697.25
10	Install Geosynthetic Clay Liner - Reinforced	SF	83,331	\$ 0.2200	\$ 18,332.82	83,331	\$ 0.62	\$ 5,166.52	94,100	\$ -	\$ -	83,331	\$ 0.19	\$ 15,832.89
11	Install HPDE Geomembrane - Smooth	SF	231,315	\$ 0.1840	\$ 42,561.96	231,315	\$ 0.15	\$ 34,697.25	159,500	\$ -	\$ -	231,315	\$ 0.16	\$ 37,010.40
12	Install HPDE Geomembrane - Textured	SF	83,331	\$ 0.2260	\$ 18,832.81	83,331	\$ 0.15	\$ 12,499.65	94,100	\$ -	\$ -	83,331	\$ 0.16	\$ 13,332.96
13	Install Drainage Geocomposite – Single-sided	SF	237,998	\$ 0.1790	\$ 42,601.64	237,998	\$ 0.09	\$ 21,419.82	159,500	\$ -	\$ -	237,998	\$ 0.12	\$ 28,559.76
14	Install Drainage Geocomposite – Double-sided	SF	76,648	\$ 0.2370	\$ 18,165.58	76,648	\$ 0.09	\$ 6,898.32	94,100	\$ -	\$ -	76,648	\$ 0.12	\$ 9,197.76
Bid Total					\$ 606,873.18			\$ 688,242.58			\$ 894,394.06			\$ 619,330.19

Felipe Wescoup

From: Will Lyons <will.lyons@rangerexcavating.com>
Sent: Wednesday, April 30, 2025 5:13 PM
To: Felipe Wescoup
Subject: RE: City of Fredericksburg Cells 12 & 13 Construction Bid - Contingent and Optional Items Clarification

1. Correct. We thought that these items were provided as an option because most landfill contractors wouldn't have the capability or true desire to do these building type items. By offering them as an option and not a mandatory alternate, we thought the City was trying to maximize the appeal to bidders for the cell construction. For example, if it had been mandatory to bid on the building construction, we simply would have passed on bidding the job altogether.
2. Yes, we are eager to build the cell for the City and think we can do it faster and better than anyone else.
3. We understand that.

From: Felipe Wescoup <faw@BiggsAndMathews.com>
Sent: Wednesday, April 30, 2025 4:52 PM
To: Will Lyons <will.lyons@rangerexcavating.com>
Subject: City of Fredericksburg Cells 12 & 13 Construction Bid - Contingent and Optional Items Clarification

You don't often get email from faw@biggsandmathews.com. [Learn why this is important](#)

Dear Mr. Lyons,

Thank you for our discussion earlier regarding your bid submission for the City of Fredericksburg Cells 12 & 13 Construction project. The City has requested that I seek written clarification on your position regarding the Contingent and Optional Bid Items in Section 5 of the bid form.

Ranger Excavating submitted "no bid" for the five Contingent and Optional Bid Items (Items A through E). During our conversation, you indicated that:

1. You chose not to bid on these contingent and optional items intentionally
2. You would like your bid to be considered if the City decides not to construct any of these items
3. You understand your bid will be removed from consideration if the City chooses to include any of these contingent and optional items

For the City's records and to ensure proper evaluation of all bids, please confirm if this accurately represents your position.

Your prompt response is greatly appreciated as we finalize the bid evaluation process.

Thank you,

Felipe A. Wescoup, P.E.
Biggs & Mathews Environmental, Inc.
faw@biggsandmathews.com | www.biggsandmathews.com
1700 Robert Road, Suite 100 | Mansfield, Texas 76063
(817) 563-1144 Office | (817) 563-1224 Fax

Felipe Wescoup

From: Tegelman, Adam <ategelman@geosynthetics.com>
Sent: Monday, May 5, 2025 3:33 PM
To: Felipe Wescoup
Subject: RE: City of Fredericksburg Cells 12 & 13 Geosynthetics - Supply Quantity Verification Request

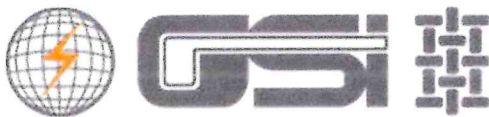
Felipe:

Please see below GSI's responses in **RED**.

Should you need anything further, please feel free to let me know.

Thank you

Adam Tegelman
GENERAL MANAGER



A BABCOCK POWER INC. SUBSIDIARY
GEO-SYNTHETICS SYSTEMS LLC

2401 Pewaukee Road, Waukesha - Main Office | 1330 University Drive, Menasha - Valley Location,

mobile | +1 920-610-0382
email | ategelman@geosynthetics.com
web | <https://www.geosynthetics.com>

From: Felipe Wescoup <faw@BiggsAndMathews.com>
Sent: Monday, May 5, 2025 3:22 PM
To: Tegelman, Adam <ategelman@geosynthetics.com>
Subject: City of Fredericksburg Cells 12 & 13 Geosynthetics - Supply Quantity Verification Request

!!WARNING!! This is an email from OUTSIDE the COMPANY !!WARNING!!

NEVER open attachments or click links unless you are certain of the source.

Unless verified as legitimate, NEVER supply your company username and password via an email link.

Dear Mr. Tegelman,

Re: City of Fredericksburg Landfill - Cells 12 & 13 Geosynthetics Bid

Thank you for submitting your bid for the City of Fredericksburg Cells 12 & 13 Geosynthetics project. As part of our bid evaluation process, we need to verify the supply quantities for certain bid items. We acknowledge the unit price clause included in your proposal stating that materials will be delivered DAP Job Site and that the unit prices apply to the actual net pay area including allowances for slope gain, material in the anchor trench, and sacrificial material.

To complete our evaluation, please provide the specific supply quantities you intend to furnish for the following bid items:

- Item 3: Supply Geosynthetic Clay Liner – Unreinforced 257,300 SF (11.23% scrap factor)
- Item 4: Supply Geosynthetic Clay Liner – Reinforced 96,100 SF (12.37% scrap factor)
- Item 5: Supply HDPE Geomembrane – Smooth 264,600 SF (14.39% scrap factor)
- Item 6: Supply HDPE Geomembrane – Textured 96,000 SF (12.25% scrap factor)
- Item 7: Supply Drainage Geocomposite - Single-sided 265,500 (11.56% scrap factor)
- Item 8: Supply Drainage Geocomposite - Double-sided 90,919 SF (15.30% scrap factor)

Please confirm that these quantities include all necessary material to complete the installation, including overlaps and waste areas as mentioned in your proposal clause. – Yes sir, I have included our estimate scrap factors based upon shape, slope gain, & other ancillary scrap to complete this project.

We appreciate your prompt attention to this matter. If you have any questions, please don't hesitate to contact me directly.

Sincerely,

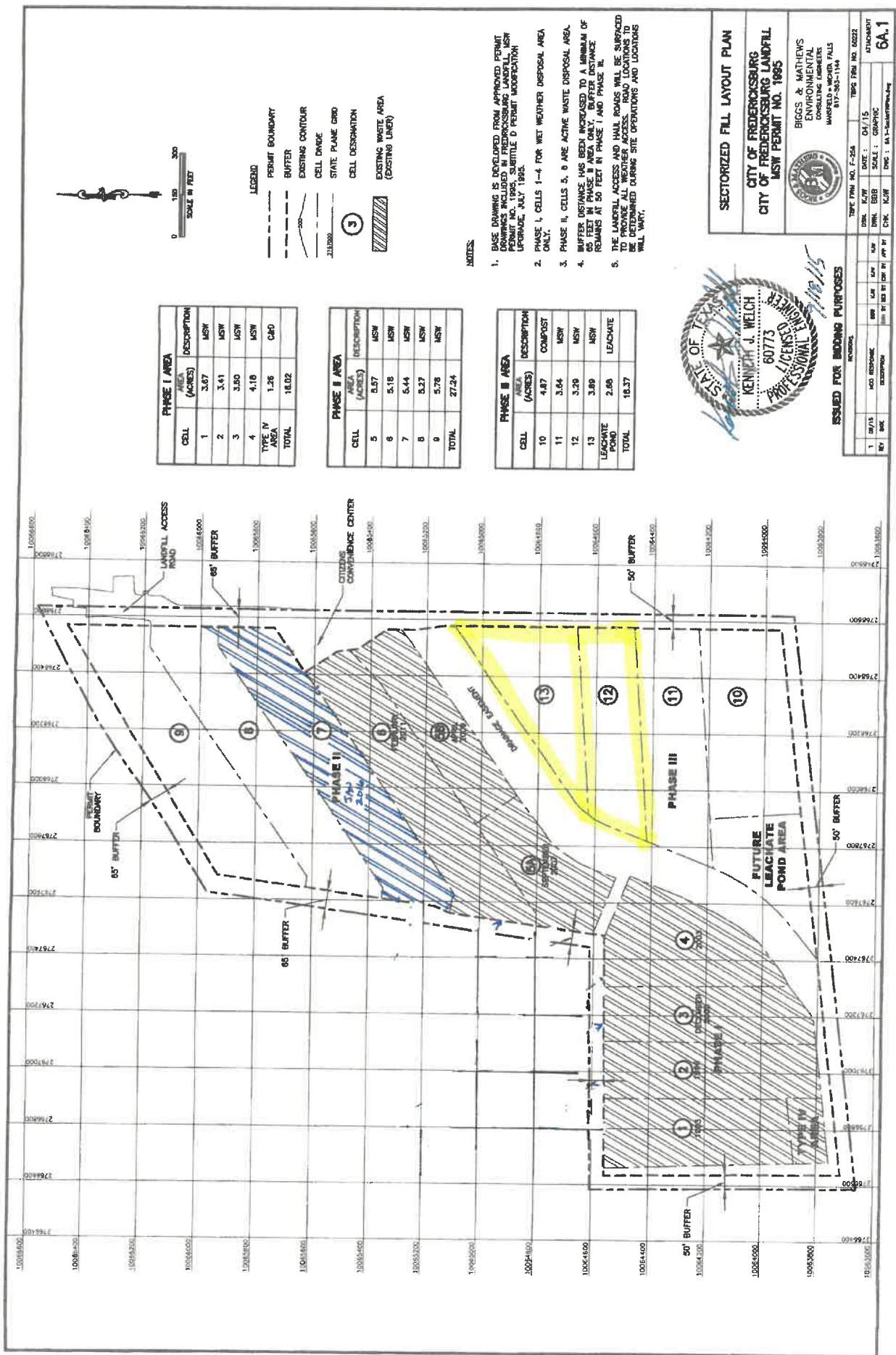
Felipe A. Wescoup, P.E.

Biggs & Mathews Environmental, Inc.

faw@biggsandmathews.com | www.biggsandmathews.com

1700 Robert Road, Suite 100 | Mansfield, Texas 76063

(817) 563-1144 Office | (817) 563-1224 Fax



ISSUED FOR RECORD PURPOSES

DATE: 04/15
 DRAWN: BJB
 CHECKED: KJW
 SCALE: GRAPHIC
 SHEET: 6A.1

SECTORIZED FILL LAYOUT PLAN

CITY OF FREDERICKSBURG

CITY OF FREDERICKSBURG LANDFILL

MSW PERMIT NO. 1895

BIGGS & MATHEWS
 ENVIRONMENTAL
 CONSULTING ENGINEERS
 MANASSAS - WOODLAND FALLS
 817-363-1144



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CITY COUNCIL AGENDA MEMO

DEPARTMENT: Development Services

TO: Mayor & City Council Members

FROM: Tyler Debish, STR Specialist

MEETING DATE: June 17, 2025

CATEGORY: OTHER ACTION ITEMS AND
UPDATES

CAPTION: Consider and take action on an appeal of the Interim Director of Development Services denial of an STR-Unoccupied permit for property located at 516 West Austin Street on behalf of the owner, Anthony Kenisky. (Tyler Debish, Short Term Rental Specialist)

PRESENTATION:
[PRESENTER_NO_BR]

SUMMARY:
SUMMARY:

An STR Appeal has been submitted for consideration by City Council regarding the denial of a STR-Unoccupied application for an R2, Single Family Residential zoned property at 516 West Austin Street.

The property previously had a STR-Nonconforming permit that expired on 07/09/2024 and when the applicant submitted a new STR-Unoccupied application on 03/25/2025. Staff denied the application in

compliance with the R2, Single Family Residential Zoning Ordinance which does not allow for a STR-Unoccupied by right.

BACKGROUND:

With the adoption of Ordinance No. 2023-18 (2024 STR Ordinance) an Appeal's process was created to allow a property owner to file an appeal in the event that an Short-Term Rental Application is denied. This appeal is considered by City Council in accordance with Sec. 20-225 of the 2024 STR Ordinance.

The applicant must file an appeal within 20 days following the date of the denial and the appeal must identify each alleged point of error, facts or evidence supporting the appeal, and reasons why the action of the director should be modified or reversed. City Council shall then hear the appeal and may affirm, modify, or reverse an application denial.

Staff has determined that the appellant has submitted a complete application and is ready for consideration by City Council.

Address: 516 W Austin

Owners: Anthony and Marissa Kenisky

Management: N/A

Zoning: R2

STR Permit Issue Date: 8/11/2023

STR Permit Expiration Date: 7/9/2024

STR 90 Day Nonconforming Expiration Date: 10/9/2024

HOT Compliance: Compliant - Current on HOT remittance

Code Violations: No Violations on record

It is important to note that with the adoption of Ordinance No. 2023-18 (2024 STR Ordinance) a 90 day grace period was provided for all nonconforming uses per Sec. 20-226(c). That section of code states that all legal nonconforming (STRs permitted BEFORE the 2024 STR Ordinance) short-term rental uses located in zoning districts where short-term rental uses are no longer permitted by right, shall be subject to the abandonment of nonconforming use provisions contained in Sec. 6.110 of the City Zoning Ordinance, which states that, in residential districts, termination of the nonconforming use occurs when the use is voluntarily discontinued for a period of 90 days. Furthermore, it states that any future use shall be in conformity with the current zoning regulations. As the property is zoned R2, Mixed Residential, it no longer allows for a STR-Unoccupied by right, however, it does allow for a STR-B&B but NOT a STR-Accessory as the property is not 10,000 sq ft in size.

STR-B&B - Definition

A short-term rental that operates on a residential property in which the owner, operator, or 24-hour contact resides as their principal residence (as evidenced by a current residence homestead exemption filed with the Gillespie Central Appraisal District or a sworn affidavit). Separate short-term rental permits, with a maximum of four units, shall be required for each separate bedroom unit operating as a short-term rental within a short-term rental B&B.

STR-Accessory - Definition

A short-term rental operating within a lawful accessory dwelling unit on the same lot as the primary structure, in which the primary structure is (a) the owner's homestead as evidenced by a current homestead exemption filed with the Gillespie Central Appraisal District or (b) the primary residence of the 24-hour contact, as evidenced by a sworn affidavit to be provided with the short-term rental permit application. The accessory dwelling unit shall comply with section 8.220 of the city zoning ordinance.

In summary, the property had a STR permit issued on 08/11/2023 and received a permit placard that had the STR Permit expiration date listed 7/9/2024. Jan Musgrove sent renewal instructions with the date of expiration on 2/20/2024.

The appellant failed to renew and instead submitted a STR permit on 3/25/2025 and the application was denied on 3/25/2025.

FUNDING SOURCE:

FINANCIAL IMPACT:

STAFF RECOMMENDATION:

COMPREHENSIVE PLAN GUIDING PRINCIPLE:

Neighborhood Quality

Workforce

Tourism

City Center

Mobility

Small Town Sensitive Growth

Governance

ATTACHMENTS:

1. Complete Appeal Application
2. Exhibit A Email
3. Exhibit B Taxes 516 W Austin St-2021-2025
4. Exhibit C Permits
5. 516 W Austin photo of front of house
6. FW_ Email communication related to 516 W. Austin St.
7. FW_ STR RENEWAL INSTRUCTIONS FROM THE CITY OF FREDERICKSBURG

APPROVAL/REVIEW:



Evan Williamson, Assistant City Engineer

Date: June 11, 2025



Garret Bonn, Assistant City Manager

Date: June 11, 2025



William McKamie, City Attorney

Date: June 11, 2025



Clinton Bailey, City Manager

Date: June 12, 2025



STR Permit Appeal Application Form

Sec. 20-225 (b)

An appeal filed under this section must be filed with the director no later than the 20th day following the date on which the permit was denied. The appeal must be sworn and must identify each alleged point of error, facts and evidence supporting the appeal, and reason why the action of the director should be modified or reversed.

Owner Information:

Full Name:

Marissa & Anthony Kenisky

Address: 156 Hannah Ln.

City: Boerne

State: TX

Zip: 78006

Phone Number: 806-316-4986

Email Address: misstarr@hotmail.com

STR Property Information:

Address of the STR Property: 516 W. Austin St.

Zoning: R2

STR Permit Number (if previously permitted): 8056001396

STR Permit issue date: 08/11/2023

STR Permit expiration date: 07/9/2024

STR 90 Day nonconforming expiration date: 10/07/2024

Reason for Appeal: Technology Transition Challenges

If the property has been rented, has H.O.T. been remitted to the City of Fredericksburg? YES

Date of Denial: 03/19/2025

Filing Date (within 20 days of denial): 3/24/2025

Details of Appeal:

Please provide a detailed explanation of why you are appealing the decision to deny, revoke, or modify your short-term rental (STR) permit:

Please see attached letter "Appeal letter-final" and supporting documentation:

"Exhibit A Email", "Exhibit B Taxes 516 W Austin St-2021-2025", "Exhibit C Permits"

Supporting Documentation:

Please attach any relevant documentation that supports your appeal (e.g., property records, HOT (Hotel Occupancy Tax) remittances, previous STR permits, correspondence with city officials, etc.):

Declaration:

I hereby declare that the information provided in this appeal application is true and accurate to the best of my knowledge. I understand that providing false information may result in the rejection of my appeal.

Signature: Mam Kenisky Date: 3-24-25

ACKNOWLEDGMENTS

State of Texas

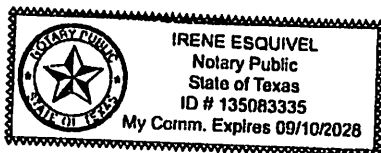
County of Kendall

Before me, (Irene Esquivel), on this day personally appeared Marissa Raquel Kenisky known to me (or proved to me on the oath of or through (description of identity card or other document) to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office this 24th day of March, 2025

(Personalized Seal)

Notary Public's Signature



Staff Review

Date accepted as complete: 3/25/2025 City Council Date: 6/3/2025
~~4/6/2025~~

Result: _____

Fee: 2050 Check #1666 Date Received: 3/12/2025

Submission:

Please submit this **completed application form along with any supporting documentation** and **the \$300 appeal fee** within the required 20 days (after the permit was denied) to Anna Hudson, Director of Development Services, ahudson@fbgtx.org

The \$300 appeal fee may be mailed to City of Fredericksburg, 126 W Main Street, Fredericksburg, Texas, 78624. The application will not be considered complete without all documentation and fees.

The Director of Development Services has 14 days to review the appeal application, City council will hear the appeal at the next regularly scheduled City Council meeting, and may affirm, modify, or reverse an application denial. The City Council shall give written notice of a decision on an appeal to the appellant.

Note: The submission of an appeal does not guarantee a reversal of the decision regarding the short-term rental permit. Appeals will be reviewed in accordance with the relevant regulations and policies governing short term rental permits in Fredericksburg, Texas.

Subject: RE: MGO Connect Question
Date: Tuesday, January 9, 2024 at 9:47:39 AM Central Standard Time
From: Jan Musgrove
To: Anthony Kenisky

Anthony,

Please follow the instructions below to link you properties to your account.

If you wish to see your information – you can add your property to your account using the following instructions:

1. Go to the home page – select Search Permits – 3rd button on the left side of the computer screen.
2. Enter either your permit # or the address to pull up your property.
3. Click on the “3 eyes”(…)– click on add to my account
4. If your phone number on record is your verified phone number, it should allow you to add this to your account and you should be able to view details. If it does not match – please contact Customer support and they will be able to assist you.

Please contact [email MGO Customer support](#) or call (866-957-3764) and they will be able to assist you.

From: Anthony Kenisky <akenisky@gmail.com>
Sent: Tuesday, January 9, 2024 9:40 AM
To: Jan Musgrove <jmusgrove@fbgtx.org>
Cc: Marissa Kenisky <misstarr@hotmail.com>
Subject: MGO Connect Question

Jan,

We have two B&B's in FBG and I've created an account in the new MGO program as suggested. However, I'm unable to find a way to link our B&B's to this MGO. Is there instructions on how to do this? Our permits expire in March and I wanted to start the process since in the past it has taken a while to get approved.

Locations are: 516 W. Austin St. and 709 W. Travis

Regards,

Anthony Kenisky

Subject: Re: STR inspection failed on 709 W Travis
Date: Thursday, June 20, 2024 at 12:11:52 PM Central Daylight Time
From: Anthony Kenisky
To: Jan Musgrove
CC: Marissa Tarr
Attachments: image001.gif, image002.gif, image003.gif, image004.jpg

Thank you for rescheduling, I went online and paid the \$75.00 and don't see any new balance. If there is a new balance, I'll be happy to pay it.

-Anthony

From: Jan Musgrove <jmusgrove@fbgtx.org>
Date: Thursday, June 20, 2024 at 11:41 AM
To: Anthony Kenisky <akenisky@gmail.com>
Cc: Marissa Tarr <misstarr@hotmail.com>
Subject: FW: STR inspection failed on 709 W Travis

Good morning, Mr. Kenisky,

I wanted to share the email correspondence regarding the 1 bedroom with no egress at 709 W Travis.

As stated on May 31, 2024, you agreed to repurpose the use of the room as a bedroom (this would mean removing the bed) and turning it into a bonus or a game room, with no sleeping arrangement.

The Inspection today, June 20th, 2024 failed as there was a queen bed in said room. Please go to your MGO account and pay the \$75 re-inspection fee.

The next available inspection is August 20th, 2024 between 2pm and 4pm.

Sincerely,



"We're leading with integrity while providing the best customer services to our community."

Jan Musgrove / STR Specialist in transition to Planner 1 City of Fredericksburg

[SHORT TERM RENTAL WEBSITE](#)

jmusgrove@fbgtx.org

O. 830-997-7521 ext: 2079

From: Marissa Tarr <misstarr@hotmail.com>
Sent: Friday, May 31, 2024 4:31 PM
To: Jan Musgrove <jmusgrove@fbgtx.org>; Anthony Kenisky <akenisky@gmail.com>
Subject: Re: STR inspection failed on 709 W Travis

Hi Jan, can you please put the house down for the inspection on June 20.

Thank you,
Marissa Kenisky

Get [Outlook for iOS](#)

From: Jan Musgrove <jmusgrove@fbgtx.org>
Sent: Friday, May 31, 2024 3:46:08 PM

To: Anthony Kenisky <akenisky@gmail.com>; Marissa Tarr <misstarr@hotmail.com>
Subject: RE: STR inspection failed on 709 W Travis

Good afternoon, Anthony,

I am sorry to have missed your call, but email is often better.

Yes, sir you will need to list the correct bedroom count and occupancy on all your listings.

I have the following date and time available in June, if this works for you and your property, please let me know as soon as possible, as the next available is in Mid July.

Thursday, June 20 – 9am to 11am

Regards,



"We're leading with integrity while providing the best customer services to our community."

Jan Musgrove / STR Specialist in transition to Planner 1 City of Fredericksburg

[SHORT TERM RENTAL WEBSITE](#)

jmusgrove@fbgtx.org

O. 830-997-7521 ext: 2079

From: Anthony Kenisky <akenisky@gmail.com>
Sent: Friday, May 31, 2024 12:05 PM
To: Marissa Tarr <misstarr@hotmail.com>; Jan Musgrove <jmusgrove@fbgtx.org>
Subject: Re: STR inspection failed on 709 W Travis

Jan,

I am writing regarding the recent failed inspection at the property located at 709 W. Travis St. We would like to proceed with obtaining the necessary permit approval for this property. However, I have a few inquiries concerning the approval process if we were to reconfigure the property to have one less bedroom.

During the previous approval in 2018, the house was configured with the master bedroom serving as living quarters for the former owner. We have since renovated that space, converting it into a third bedroom. I understand the egress requirements outlined in the inspection report, and we would like to request a re-inspection to have the property approved as a two-bedroom residence.

Currently, we list the property on Airbnb and VRBO as a three-bedroom or a 3-bed configuration with a pull-out couch. Please advise if we need to change this listing due to the permit change, or if the permit change only reflects parking and other requirements. I am trying to understand the full implications of this permit change for our operations going forward.

I tried to reach you by phone a few times but received your voicemail, so I thought it would be best to send this email.

Please let me know if you require any additional information or documentation from our end to facilitate this process. We appreciate your assistance and look forward to resolving this matter promptly.

Thank you for your time and consideration.

Best regards,

Anthony Kenisky
512-751-2713

From: Jan Musgrove <jmusgrove@fbgtx.org>
Sent: Wednesday, May 29, 2024 11:48:27 AM
To: misstarr@hotmail.com <misstarr@hotmail.com>
Cc: Ted Boyer <tboyer@fbgtx.org>; Anna Hudson <ahudson@fbgtx.org>

Subject: STR inspection failed on 709 W Travis

Good Morning, Ms. Kenisky,

The STR inspection on 709 W Travis failed on 5/8/24. I am following up to get the permitting process moving forward towards the goal of a permit.

However, there seems to be an issue with one of the bedrooms. The interior bedroom has no egress and cannot be used as sleeping quarters. The bed will need to be removed and not counted in the bedroom count. Please let me know when the property is available for a re-inspection. This STR will need to be reduced to a 2 bedroom (a refund for the 3rd bedroom will be initiated when confirmation of the 2-bedroom count is confirmed by the inspector.) As the original permit was issued under the 2018 Ordinance, the occupancy will remain the same.

Please respond as soon as possible to schedule the re-inspection. Inspections are performed on Tuesdays, Wednesdays, and Thursday's from 9am to 11am and again from 2pm to 4pm.

 Short Term Rental Inspection **Failed** Ted Boyer 05/08/24 3:00 PM  

One of the rooms used for sleeping (contains a bed) is located in the center of the structure separated from the front entrance by a wall with no egress directly to fresh air. There is a doorway located to the west leading into a common area. Per "Sec. 20-222. – Regulations, (d) Life safety. (3) Each room used as a bedroom must have at least one means of egress opening directly to the outdoors." As such the space may not be used as a sleeping space or included in the bedroom count.

Sincerely,



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Jan Musgrove / STR Specialist in transition to Planner 1 City of Fredericksburg

[SHORT TERM RENTAL WEBSITE](#)

jmusgrove@fbgtx.org

O. 830-997-7521 ext: 2079

1Q24
ck# 1579



City of Fredericksburg Hotel Occupancy Tax Remittance Form

Remit to: City of Fredericksburg, TX • c/o Hotel Occupancy Taxes • 126 W. Main St. • Fredericksburg, TX 78624

Phone: (830) 990-2069 • Email: str@fbgtx.org

We accept checks, money orders, credit cards and ACH bank draft

To pay by credit card or ACH bank draft, email this form to str@fbgtx.org • Staff will send you an invoice with a secure payment link.

NOTE: Credit card fee is 2.9% • ACH bank draft is 0.08% up to \$5.00.

ATTENTION: If you are filing for more than one filing period, please complete a separate return for each period.

RECEIVED
5/6/24 DE

1. Business Name: Kenisky Properties, LLC.
2. Business Mailing Address: 156 Hannah Ln
3. Business City, State, Zip: Boerne, TX. 78006
4. Contact Name: Marissa Kenisky
5. Contact Email: Misstarr@hotmail.com
6. Contact Phone: 806-316-4986
7. Physical Location Address: 516 W. Austin St.
No. of Units / Rooms Available: 4 No. of Units / Rooms Rented: 4
8. I am filing Hotel Occupancy Taxes for one of the following (check one): ☒ STR ☐ Hotel/Motel
9. I am filing Hotel Occupancy Taxes for one of the following (check one):
YEAR: 2024 ☐ 10. I declare I did not have any taxable receipts.
☒ 1st Quarter - Jan. 1 thru Mar. 31 ☐ 2nd Quarter - Apr. 1 thru Jun. 30 ☐ 3rd Quarter - Jul. 1 thru Sep. 30 ☐ 4th Quarter - Oct. 1 thru Dec. 31

11.	12.	13.	14.	15.	16.	17.	18.	19.
Permit #	Hotel/Motel or Short-term Rental Unit Name/Address	Total Receipts	Total Taxable Receipts	7% Tax Amount	1% Discount (if applicable)	15% Penalty (if applicable)	4.25% Interest (if applicable)	Tax Amount Due
STR23-0008	Austin. St. Bungalow	23,525.49	23,525.49	1646.78	16.47			1630.32

20. **Taxpayer Changes:** Please use this section to show any changes or corrections on the Taxpayer. If this property has been sold or transferred, please indicate the New Taxpayer's Information.

Taxpayer Name: _____ Mailing Address: _____ City, State, Zip: _____
Contact Email: _____ Contact Phone: _____ Date of Change: _____

21. **PROPERTY CHANGES** Please check one (if applicable):

- ☐ I will not be renting this property any longer - this is my final report. ☐ I have sold this property and will not be renting it any longer - this is my final report. ☐ I am renting this property, but only for periods of 30 days or more at a time - this is my final report.

22. By signing below, I declare that the information in this document and any attachments are true and correct to the best of my knowledge and belief.

Sign Here Marissa Kenisky Print Here Marissa Kenisky 04/29/24
Signature of Duly Authorized Agent Printed Name of Duly Authorized Agent Date

Returned Funds Disclaimer: Each returned item (check, automated clearing house (ACH) or credit card) received by the City of Fredericksburg due to insufficient funds will be assessed a \$30 administration fee. The City is not responsible for any additional bank fees that will accrue due to the submission of the returned item.

#1586

2024
ck#1586

City of Fredericksburg Hotel Occupancy Tax Remittance Form

Remit to: City of Fredericksburg, TX • c/o Hotel Occupancy Taxes • 126 W. Main St. • Fredericksburg, TX 78624

Phone: (830) 990-2069 • Email: str@fbgtx.org

We accept checks, money orders, credit cards and ACH bank draft

To pay by credit card or ACH bank draft, email this form to str@fbgtx.org • Staff will send you an invoice with a secure payment link.

NOTE: Credit card fee is 2.9% • ACH bank draft is 0.08% up to \$5.00.

ATTENTION: If you are filing for more than one filing period, please complete a separate return for each period.

RECEIVED
8/5/24 DE

1. Business Name: Kenisky Properties, LLC
 2. Business Mailing Address: 156 Hannah Lane
 3. Business City, State, Zip: Boerne, TX. 78006
 4. Contact Name: Marissa Kenisky
 5. Contact Email: misstarr@hotmail.com
 6. Contact Phone: 830-316-4986
 7. Physical Location Address: 516 W. Austin St. No. of Units / Rooms Available: 4 No. of Units / Rooms Rented: 4
 8. I am filing Hotel Occupancy Taxes for one of the following (check one): ☒ STR ☐ Hotel/Motel
 9. I am filing Hotel Occupancy Taxes for one of the following (check one): YEAR 2024 ☐ 10 I declare I did not have any taxable receipts
☐ 1st Quarter - Jan. 1 thru Mar. 31 ☒ 2nd Quarter - Apr. 1 thru Jun. 30 ☐ 3rd Quarter - Jul. 1 thru Sep. 30 ☐ 4th Quarter - Oct. 1 thru Dec. 31

11. Permit #	12. Hotel/Motel or Short-term Rental Unit Name/Address	13. Total Receipts	14. Total Taxable Receipts	15. 7% Tax Amount	16. 1% Discount (if applicable)	17. 15% Penalty (if applicable)	18. 4.25% Interest (if applicable)	19. Tax Amount Due
8056001396	Austin St. Bungalow / 516 W. Austin St.	15881	15881	1111.68	11.12	0	0	1100.57

20. **Taxpayer Changes:** Please use this section to show any changes or corrections on the Taxpayer. If this property has been sold or transferred, please indicate the New Taxpayer's Information.

Taxpayer Name: _____ Mailing Address: _____ City, State, Zip: _____
 Contact Email: _____ Contact Phone: _____ Date of Change: _____

21. **PROPERTY CHANGES** Please check one (if applicable):

☐ I will not be renting this property any longer - this is my final report. ☐ I have sold this property and will not be renting it any longer - this is my final report. ☐ I am renting this property, but only for periods of 30 days or more at a time - this is my final report.

22. By signing below, I declare that the information in this document and any attachments are true and correct to the best of my knowledge and belief.

Sign Here Marissa Kenisky Print Here Marissa Kenisky 7/29/24
 Signature of Duty Authorized Agent Printed Name of Duty Authorized Agent Date

Returned Funds Disclaimer: Each returned item (check, automated clearing house (ACH) or credit card) received by the City of Fredericksburg due to insufficient funds will be assessed a \$30 administration fee. The City is not responsible for any additional bank fees that will accrue due to the submission of the returned item.

3024
ck#1593

RECEIVED
10/21/24 DE



City of Fredericksburg Hotel Occupancy Tax Remittance Form

Remit to: City of Fredericksburg, TX • c/o Hotel Occupancy Taxes • 126 W. Main St. • Fredericksburg, TX 78624

Phone: (830) 990-2069 • Email: str@fbgtx.org

We accept checks, money orders, credit cards and ACH bank draft

To pay by credit card or ACH bank draft, email this form to str@fbgtx.org • Staff will send you an invoice with a secure payment link.

NOTE: Credit card fee is 2.9% • ACH bank draft is 0.08% up to \$5.00.

ATTENTION: If you are filing for more than one filing period, please complete a separate return for each period.

- Business Name: Kenisky Properties, LLC
- Business Mailing Address: 156 Hannah Ln.
- Business City, State, Zip: Boerne, TX. 78006
- Contact Name: Marissa Kenisky
- Contact Email: misstarr@hotmail.com
- Contact Phone: 830-316-4986
- Physical Location Address: 516 W. Austin St.
- I am filing Hotel Occupancy Taxes for one of the following (check one):
☒ STR ☐ Hotel/Motel
 No. of Units / Rooms Available: 4 No. of Units / Rooms Rented: 4
- I am filing Hotel Occupancy Taxes for one of the following (check one):
 YEAR: 10 I declare I did not have any taxable receipts
☐ 1st Quarter - Jan. 1 thru Mar. 31 ☐ 2nd Quarter - Apr. 1 thru Jun. 30 ☒ 3rd Quarter - Jul. 1 thru Sep. 30 ☐ 4th Quarter - Oct. 1 thru Dec. 31

11. Permit #	12. Hotel/Motel or Short-term Rental Unit Name/Address	13. Total Receipts	14. Total Taxable Receipts	15. 7% Tax Amount	16. 1% Discount (if applicable)	17. 15% Penalty (if applicable)	18. 4.25% Interest (if applicable)	19. Tax Amount Due
8056001396	Austin St. Bungalow / 516 W. Austin St.	9735.92	9735.92	681.51	6.82	0	0	674.70

20. **Taxpayer Changes:** Please use this section to show any changes or corrections on the Taxpayer. If this property has been sold or transferred, please indicate the New Taxpayer's Information.

Taxpayer Name: _____ Mailing Address: _____ City, State, Zip: _____
 Contact Email: _____ Contact Phone: _____ Date of Change: _____

21. **PROPERTY CHANGES** Please check one (if applicable):

- ☐ I will not be renting this property any longer - this is my final report.
 ☐ I have sold this property and will not be renting it any longer - this is my final report.
 ☐ I am renting this property, but only for periods of 30 days or more at a time - this is my final report.

22. By signing below, I declare that the information in this document and any attachments are true and correct to the best of my knowledge and belief.

Sign Here Marissa Kenisky Signature of Duly Authorized Agent
 Print Here 10-11-24 Printed Name of Duly Authorized Agent Date

Returned Funds Disclaimer: Each returned item (check, automated clearing house (ACH) or credit card) received by the City of Fredericksburg due to insufficient funds will be assessed a \$30 administration fee. The City is not responsible for any additional bank fees that will accrue due to the submission of the returned item.



3Q23
CK#1568



City of Fredericksburg Hotel Occupancy Tax Remittance Form

Remit to: City of Fredericksburg, TX • c/o Janelle Chapman • 126 W. Main St. • Fredericksburg, TX 78624
Phone: (830) 990-2023 • Email: jchapman@fbgtx.org • Online Filing: coming soon

ATTENTION: If you are filing for more than one filing period, please complete a separate return for each period.

1. Business Name: Kenisky Properties, LLC. 2. Business Mailing Address: 156 Hanna Lane 3. Business City, State, Zip: Boerne, TX. 78006
4. Contact Name: Marissa Kenisky 5. Contact Email: misstarr@hotmail.com 6. Contact Phone: 806-316-4986
7. Physical Location Address: 516 W. Austin St. No. of Units / Rooms Available: 4 No. of Units / Rooms Rented: 4
8. I am filing Hotel Occupancy Taxes for one of the following (check one): ☒ STR ☐ Hotel/Motel
9. I am filing Hotel Occupancy Taxes for one of the following (check one): YEAR: 2023 ☐ 10. I declare I did not have any taxable receipts.
☐ 1st Quarter - Jan. 1 thru Mar. 31 ☐ 2nd Quarter - Apr. 1 thru Jun. 30 ☒ 3rd Quarter - Jul. 1 thru Sep. 30 ☐ 4th Quarter - Oct. 1 thru Dec. 31

11. Permit #	12. Hotel/Motel or Short-term Rental Unit Name/Address	13. Total Receipts	14. Total Taxable Receipts	15. 7% Tax Amount	16. 1% Discount (if applicable)	17. 15% Penalty (if applicable)	18. 4.25% Interest (if applicable)	19. Tax Amount Due
STR23-0008	Austin St. Bungalow	12,626.03	12,626.03	883.82	\$0.88			875.00

20. **Taxpayer Changes:** Please use this section to show any changes or corrections on the Taxpayer. If this property has been sold or transferred, please indicate the New Taxpayer's Information.

Taxpayer Name: _____ Mailing Address: 156 Hannah Lane City, State, Zip: Boerne, TX. 78006
Contact Email: _____ Contact Phone: _____ Date of Change: 05/29/2023

21. **PROPERTY CHANGES** Please check one (if applicable):

- ☐ I will not be renting this property any longer - this is my final report. ☐ I have sold this property and will not be renting it any longer - this is my final report. ☐ I am renting this property, but only for periods of 30 days or more at a time - this is my final report.

22. By signing below, I declare that the information in this document and any attachments are true and correct to the best of my knowledge and belief.

Sign Here Marissa Kenisky Print Here Marissa Kenisky 10-27-23
Signature of Duly Authorized Agent Printed Name of Duly Authorized Agent Date

Returned Funds Disclaimer: Each returned item (check, automated clearing house (ACH) or credit card) received by the City of Fredericksburg due to insufficient funds will be assessed a \$30 administration fee. The City is not responsible for any additional bank fees that will accrue due to the submission of the returned item.

RECEIVED
10/30/23 DE

KENISKY PROPERTIES LLC
156 HANNAH LN
BOERNE, TX 78006

1568

88-2194/1149
0

10-31-23

Date

CHECK AGAIN

Pay to the
Order of City of Fredericksburg HOA \$ 875⁰⁰
eight hundred seventy five dollars & no/100 Dollars



**SECURITY STATE
BANK & TRUST**

P.O. BOX 471 • FREDERICKSBURG, TEXAS 78624 • 830-997-7575

For

Austin St. Bungalow STR 23-0008 Maria Kenney

⑆ 114921949⑆ 124 451 6⑆ 01568

Harland Clarke

GUARDIAN SAFETY® YELLOW

2023



City of Fredericksburg Hotel Occupancy Tax Remittance Form

Remit to: City of Fredericksburg, TX • c/o Hotel Occupancy Taxes • 126 W. Main St. • Fredericksburg, TX 78624

Phone: (830) 990-2069 • Email: str@fbgtx.org

We accept checks, money orders, credit cards and ACH bank draft

To pay by credit card or ACH bank draft, email this form to str@fbgtx.org • Staff will send you an invoice with a secure payment link.

NOTE: Credit card fee is 2.9% • ACH bank draft is 0.08% up to \$5.00.

ATTENTION: If you are filing for more than one filing period, please complete a separate return for each period.

1. Business Name: Kenisky Properties 2. Business Mailing Address: 156 Hannah Lane 3. Business City, State, Zip: Boerne, TX. 78006
4. Contact Name: Marissa Kenisky 5. Contact Email: misstarr@hotmail.com 6. Contact Phone: 806-316-4986
7. Physical Location Address: Multiple Locations No. of Units / Rooms Available: 4 No. of Units / Rooms Rented: 4
8. I am filing Hotel Occupancy Taxes for one of the following (check one): ☒ STR ☐ Hotel/Motel
9. I am filing Hotel Occupancy Taxes for one of the following (check one): YEAR: 2023 ☐ 10. I declare I did not have any taxable receipts.
- ☐ 1st Quarter - Jan. 1 thru Mar. 31 ☒ 2nd Quarter - Apr. 1 thru Jun. 30 ☐ 3rd Quarter - Jul. 1 thru Sep. 30 ☐ 4th Quarter - Oct. 1 thru Dec. 31

11. Permit #	12. Hotel/Motel or Short-term Rental Unit Name/Address	13. Total Receipts	14. Total Taxable Receipts	15. 7% Tax Amount	16. 1% Discount (if applicable)	17. 15% Penalty (if applicable)	18. 4.25% Interest (if applicable)	19. Tax Amount Due
STR23-0008	<u>8056001396</u> Austin Street Bungalow <u>516 W Austin</u>	16788.73	16788.73	1175.21	11.75			1163.46 ✓
STR23-0187	<u>8056001952</u> Cottage on Travis <u>709 W Travis</u>	9751.59	9751.59	682.61	6.83			675.79 ✓

ck# 1562
ck# 1563

20. **Taxpayer Changes:** Please use this section to show any changes or corrections on the Taxpayer. If this property has been sold or transferred, please indicate the New Taxpayer's Information.

Taxpayer Name: Marissa Kenisky Mailing Address: 156 Hannah Lane City, State, Zip: Boerne, TX. 78006

Contact Email: misstarr@hotmail.com Contact Phone: 806-316-4986 Date of Change: 05/26/2023

21. **PROPERTY CHANGES** Please check one (if applicable):

☐ I will not be renting this property any longer - this is my final report.

☐ I have sold this property and will not be renting it any longer - this is my final report.

☐ I am renting this property, but only for periods of 30 days or more at a time - this is my final report.

22. By signing below, I declare that the information in this document and any attachments are true and correct to the best of my knowledge and belief.

Sign Here → Marissa Kenisky Print Here → Marissa Kenisky Date 7-17-23

Signature of Duly Authorized Agent Printed Name of Duly Authorized Agent

Returned Funds Disclaimer: Each returned item (check, automated clearing house (ACH) or credit card) received by the City of Fredericksburg due to insufficient funds will be assessed a \$30 administration fee. The City is not responsible for any additional bank fees that will accrue due to the submission of the returned item.

RECEIVED
7/18/23 DE

KENISKY PROPERTIES LLC

156 HANNAH LN
BOERNE, TX 78006

1562

88-2194/1149

0

7-17-23

Date

CHECK ARMOR

Pay to the
Order of City of Fredericksburg HDT

\$ 1,163.46

one thousand one hundred sixty three dollars and 46/100

Dollars



Photo
Safe
Deposit
Details on back



SECURITY STATE
BANK & TRUST

P.O. BOX 471 • FREDERICKSBURG, TEXAS 78624 • 830-997-7575

For STR23-0008

Mauri Kenisky

11149219491 124 451 611 01562

Harland Clarke

GUARDIAN SAFE TYP YELLOW

KENISKY PROPERTIES LLC

156 HANNAH LN
BOERNE, TX 78006

1563

88-2194/1149
0

7-17-23

Date

CHECK ARMOR
DEPOSIT PROTECTION

Pay to the

Order of

City of Fredericksburg HOT

\$ 675.79

Six hundred seventy five dollars and 79/100

Dollars



Photo
Safe
Deposit®
Cuttable on back



SECURITY STATE
BANK & TRUST

P.O. BOX 471 • FREDERICKSBURG, TEXAS 78624 • 830-997-7575

For

STR 23-0187

Maurin Kenisky

MP

⑆114921949⑆ 124 451 6⑈ 01563

Harland Clarke

GUARDIAN SAFETY® YELLOW



City of Fredericksburg Hotel Occupancy Tax Remittance Form

Remit to: City of Fredericksburg, TX • c/o Hotel Occupancy Taxes • 126 W. Main St. • Fredericksburg, TX 78624

Phone: (830) 990-2069 • Email: str@fbgtx.org

We accept checks, money orders, credit cards and ACH bank draft

To pay by credit card or ACH bank draft, email this form to str@fbgtx.org • Staff will send you an invoice with a secure payment link.

NOTE: Credit card fee is 2.9% • ACH bank draft is 0.08% up to \$5.00.

ATTENTION: If you are filing for more than one filing period, please complete a separate return for each period.

1Q23
516 W Austin ck#1529 + 1539
709 W Travis ck#1530 + 1540

1. Business Name: Kenisky Properties LLC 2. Business Mailing Address: 912 Hawthorn Ln 3. Business City, State, Zip: Flg. TX 78624
4. Contact Name: Marissa Kenisky 5. Contact Email: missstarr@hotmail.com 6. Contact Phone: 806-316-4586
7. Physical Location Address: _____ No. of Units / Rooms Available: _____ No. of Units / Rooms Rented: _____
8. I am filing Hotel Occupancy Taxes for one of the following (check one): ☒ STR ☐ Hotel/Motel
9. I am filing Hotel Occupancy Taxes for one of the following (check one): YEAR: _____ ☐ 10. I declare I did not have any taxable receipts.
☐ 1st Quarter - Jan. 1 thru Mar. 31 ☐ 2nd Quarter - Apr. 1 thru Jun. 30 ☐ 3rd Quarter - Jul. 1 thru Sep. 30 ☐ 4th Quarter - Oct. 1 thru Dec. 31

11.	12.	13.	14.	15.	16.	17.	18.	19.
Permit #	Hotel/Motel or Short-term Rental Unit Name/Address	Total Receipts	Total Taxable Receipts	7% Tax Amount	1% Discount (if applicable)	15% Penalty (if applicable)	4.25% Interest (if applicable)	Tax Amount Due
0123-0008	516 W. Austin St.	15,274.52	15,274.52	1,069.22	152.74			\$916.48
	8056001396				10.69			1,058.53
0123-0117	8709 W. Travis	13,887.36	13,887.36	972.11	138.87			\$833.24
	8056001396 1952				9.72			962.39

(-142.05)
(-129.15)

20. **Taxpayer Changes:** Please use this section to show any changes or corrections on the Taxpayer. If this property has been sold or transferred, please indicate the New Taxpayer's Information.

Taxpayer Name: Kenisky Properties LLC Mailing Address: 912 156 Hawthorn Ln City, State, Zip: Boerne, TX 78006
Contact Email: missstarr@hotmail.com Contact Phone: 806-316-4586 Date of Change: May 2023

21. **PROPERTY CHANGES** Please check one (if applicable):

- ☐ I will not be renting this property any longer - this is my final report. ☐ I have sold this property and will not be renting it any longer - this is my final report. ☐ I am renting this property, but only for periods of 30 days or more at a time - this is my final report.

22. By signing below, I declare that the information in this document and any attachments are true and correct to the best of my knowledge and belief.

Sign Here Marissa Kenisky Print Here Marissa Kenisky Date 4-12-23
Signature of Duly Authorized Agent Printed Name of Duly Authorized Agent

Returned Funds Disclaimer: Each returned item (check, automated clearing house (ACH) or credit card) received by the City of Fredericksburg due to insufficient funds will be assessed a \$30 administration fee. The City is not responsible for any additional bank fees that will accrue due to the submission of the returned item.

Marissa Kenisky
Kenisky Properties

11.	12.	13.	14.	15.	16.	17.	18.	19.	
Permit #	Hotel/Motel or Short-term Rental Unit Name/Address	Total Receipts	Total Taxable Receipts	7% Tax Amount	1% Discount (if applicable)	15% Penalty (if applicable)	4.25% Interest (if applicable)	Tax Amount Due	
STR23-0008	516 W. Austin St.	15,274.59	15,274.59	1,069.22	152.74			\$ 916.48	(-142.05)
					10.69			1,058.53	
STR23-0187	8709 W. Travis	13,887.36	13,887.36	972.11	138.87			\$ 833.24	(-129.15)
					9.72			962.39	

KENISKY PROPERTIES LLC
912 HAWTHORN LN
FREDERICKSBURG, TX 78624-2565

1539

88-2194/1149
0

4-18-23

Date

CHECK ARMOR
FRAUD PROTECTION

Pay to the Order of City of Fredericksburg HOT \$ 142.⁰⁵
One hundred forty-two dollars & ⁰⁵/₁₀₀ Dollars

Photo
Safe
Deposit
Details on back

SECURITY STATE
BANK & TRUST

P.O. BOX 471 • FREDERICKSBURG, TEXAS 78624 • 833-997-7675

For Slk W. Austin &

Maria Kenisky RP

⑆ 114921949⑆ 124 451 6⑈ 01539

Forward Clerts

QUADIAN SAFETY YELLOW

KENISKY PROPERTIES LLC
912 HAWTHORN LN
FREDERICKSBURG, TX 78624-2565

1529

88-2194/1149

0

4-12-23

Date

CHECK AMOUNT

Pay to the Order of City of Fredericksburg HDT \$ 916.48
nine hundred sixteen dollars & 48/100 Dollars



**SECURITY STATE
BANK & TRUST**

P.O. BOX 471 • FREDERICKSBURG, TEXAS 78624 • 830-097-7675

For Stu W Austin st.

Maria Kenisky

⑆ 114921949⑆ 124 451 6⑈ 01529

Forland Chase

GUARANTY SAFETY YELLOW

KENISKY PROPERTIES LLC
912 HAWTHORN LN
FREDERICKSBURG, TX 78624-2565

1540

88-2194/1149
0

4-18-23

Date

 CHECK AMOUNT

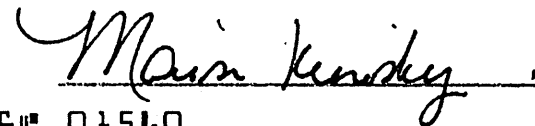
Pay to the Order of City of Fredericksburg HOT \$ 129¹⁵
One hundred twenty-nine dollars + 15/100 Dollars

 Photo
Safe
Deposit
Details on back

 **SECURITY STATE
BANK & TRUST**

P.O. BOX 471 • FREDERICKSBURG, TEXAS 78624 • 830-987-7575

For 709 W. Travis

Maria Kenisky 

⑆ 114921949⑆ 124 451 611 01540

Forward Center

GUARDIAN SAFETY YELLOW

KENISKY PROPERTIES LLC
912 HAWTHORN LN
FREDERICKSBURG, TX 78624-2565

1530

88-2194/1149
0

4-12-23

Date

CHECK AGAIN

Pay to the Order of City of Fredericksburg, HDT \$ 833.24
eight hundred thirty-three dollars + 24/100 Dollars



**SECURITY STATE
BANK & TRUST**

P.O. BOX 471 • FREDERICKSBURG, TEXAS 78624 • 830-997-7675

For

709 W. Travis

Maurice Kennedy

⑆114921949⑆ 124 451 611 01530

Notand Clerte

GUARDIAN SAFETY YELLOW



City of Fredericksburg Hotel Occupancy Tax Remittance Form

Remit to: City of Fredericksburg, TX • c/o Hotel Occupancy Taxes • 126 W. Main St. • Fredericksburg, TX 78624
Phone: (830) 990-2023 • Email: str@fbgtx.org

We accept checks, money orders, credit cards and ACH bank draft
To pay by credit card or ACH bank draft, email this form to str@fbgtx.org • Staff will send you an invoice with a secure payment link.

NOTE: Credit card fee is 2.9% • ACH bank draft is 0.08% up to \$5.00.

ATTENTION: If you are filing for more than one filing period, please complete a separate return for each period.

1. Business Name: Kenisky Properties, LLC 2. Business Mailing Address: 912 Hawthorn Ln 3. Business City, State, Zip: Fredericksburg, TX 78624
4. Contact Name: Marissa Kenisky 5. Contact Email: misssterr@hotmail.com 6. Contact Phone: 826-316-4986
7. Physical Location Address: 516 W. Austin St. No. of Units / Rooms Available: 4 No. of Units / Rooms Rented: 4
8. I am filing Hotel Occupancy Taxes for one of the following (check one): ☒ STR ☐ Hotel/Motel
9. I am filing Hotel Occupancy Taxes for one of the following (check one): YEAR: 2022 ☐ 10. I declare I did not have any taxable receipts.
☐ 1st Quarter - Jan. 1 thru Mar. 31 ☐ 2nd Quarter - Apr. 1 thru Jun. 30 ☒ 3rd Quarter - Jul. 1 thru Sep. 30 ☐ 4th Quarter - Oct. 1 thru Dec. 31

11. Permit #	12. Hotel/Motel or Short-term Rental Unit Name/Address	13. Total Receipts	14. Total Taxable Receipts	15. 7% Tax Amount	16. 1% Discount (if applicable)	17. 15% Penalty (if applicable)	18. 4.25% Interest (if applicable)	19. Tax Amount Due
8056 001396	Austin St. Bungalow		16,193.89					1,133.57

20. **Taxpayer Changes:** Please use this section to show any changes or corrections on the Taxpayer. If this property has been sold or transferred, please indicate the New Taxpayer's Information.

Taxpayer Name: _____ Mailing Address: _____ City, State, Zip: _____
Contact Email: _____ Contact Phone: _____ Date of Change: _____

21. **PROPERTY CHANGES:** Please check one (if applicable):

☐ I will not be renting this property any longer - this is my final report. ☐ I have sold this property and will not be renting it any longer - this is my final report. ☐ I am renting this property, but only for periods of 30 days or more at a time - this is my final report.

22. By signing below, I declare that the information in this document and any attachments are true and correct to the best of my knowledge and belief.

Sign Here Marissa Kenisky Print Here Marissa Kenisky 10-28-22
Signature of Duly Authorized Agent Printed Name of Duly Authorized Agent Date

Returned Funds Disclaimer: Each returned item (check, automated clearing house (ACH) or credit card) received by the City of Fredericksburg due to insufficient funds will be assessed a \$30 administration fee. The City is not responsible for any additional bank fees that will accrue due to the submission of the returned item.

RECEIVED
10/31/22 JDC

KENISKY PROPERTIES LLC
912 HAWTHORN LN
FREDERICKSBURG, TX 78624-2565

1396

88-2194/1149

10-28-22

Date

CHECK MARK

Pay to the Order of City of Fredericksburg Hotel Occupancy Tax

\$1,133.02

one thousand one hundred thirty three dollars + 57/100 dollars

SECURITY STATE
BANK & TRUST

P.O. BOX 471 • FREDERICKSBURG, TEXAS 78624 • 830-967-7575

For HOT - Austin St. Bungalow

McKenzie Kenisky

⑆1114921949⑆ 124 451 611 01396

Portrait Clerts

GUARDIAN SAFETY YELLOW

Janelle Chapman

From: no-reply@mg.hostcompliance.com on behalf of Host Compliance <no-reply@mg.hostcompliance.com>
Sent: Friday, July 29, 2022 6:20 PM
To: misstarr@hotmail.com
Subject: City of Fredericksburg Payment



City of Fredericksburg

Your payment has been submitted successfully.

Congratulations on successfully remitting your Hotel Occupancy Tax (HOT).

Please call 830-990-2023 or email jchapman@fbgtx.org if you have any questions.

Amount paid: \$1271.75

It may take up to 7 business days to verify and process your ACH payment. We will inform you about the payment status as soon as the transaction is completed.

	Taxable Receipts	Hotel Occupancy Tax	Late Payment Penalties	Accrued Interest	Discount for early payment	Total
(Airbnb) Jan 2022	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
(Airbnb) Apr 2022	\$18,279.24	\$1,279.55	\$0.00	\$0.00	-\$12.80	\$1,266.75
Total	\$18,279.24	\$1,279.55	\$0.00	-\$12.80	\$1,266.75	

*4/10/22
-OL
\$1,350.80*

Registration Details

Registration 8056001396

Parcel 22343

Property Address 516 W AUSTIN ST

Unit Number N/A

Property Owner MARISSA KENISKY

Payment Details

Date/Time 2022-07-29 18:19:31

Payment ID 1532759

Hotel Occupancy Tax (7%)

\$1,279.55

Late payment penalties \$0.00

KENISKY, JOHN A
Emergency Contact Name MARISSA
KENISKY
Emergency Contact Phone
+18063164986

Accrued interest \$0.00
**Early Paying Discount (1% of Hotel
Occupancy Tax, if received by due
date)** -\$12.80
ACH Processor Fee \$5.00
Amount \$1,266.75
Amount including fees \$1,271.75
Signatory name John A. Kenisky
Payment method ACH

If you did not submit this return or it was submitted in error, please
immediately contact support@hostcompliance.com.

From: no-reply@mg.hostcompliance.com on behalf of [Host Compliance](#)
To: akenisky@gmail.com
Subject: City of Fredericksburg Payment
Date: Sunday, April 10, 2022 9:36:53 PM

logo



City of Fredericksburg

Your payment has been submitted successfully.

Congratulations on successfully remitting your Hotel Occupancy Tax (HOT).

Please call 830-990-2023 or email jchapman@fbgtx.org if you have any questions.

Amount paid: \$1391.45

	Taxable Receipts	Hotel Occupancy Tax	Late Payment Penalties	Accrued Interest	Total
(Airbnb) Jan 2022	\$6,266.20	\$438.63	\$0.00	\$0.00	\$438.63
(Non-Airbnb) Jan 2022	\$13,031.00	\$912.17	\$0.00	\$0.00	\$912.17
Total	\$19,297.20	\$1,350.80	\$0.00	\$0.00	\$1,350.80

Registration Details

Registration 8056000213

Parcel 22343

Property Address 516 W AUSTIN ST

Unit Number N/A

Property Owner KENISKY

PROPERTIES LLC

Emergency Contact Name ANTHONY

& MARISSA KENISKY

Emergency Contact Phone

+18063164986

Payment Details

Date/Time 2022-04-10 21:36:37

Payment ID 1447601

Hotel Occupancy Tax (7%) \$1,350.80

Late payment penalties \$0.00

Accrued interest \$0.00

Card Processor Fee \$40.65

Amount \$1,350.80

Amount including fees \$1,391.45

Signatory name John Anthony

Kenisky

Payment method CARD

If you did not submit this return or it was submitted in error, please

immediately contact support@hostcompliance.com.



City of Fredericksburg Hotel Occupancy Tax Remittance Form

Remit to: City of Fredericksburg, TX • c/o Janelle Chapman • 126 W. Main St. • Fredericksburg, TX 78624
Phone: (830) 990-2023 • Email: jchapman@fbgtx.org • Online Filing: coming soon

ATTENTION: If you are filing for more than one filing period, please complete a separate return for each period.

1. Business Name: Kenisky Properties, LLC. 2. Business Mailing Address: 912 Hawthorn Lane 3. Business City, State, Zip: FBG, TX. 78624
4. Contact Name: Marissa Kenisky 5. Contact Email: misstarr@hotmail.com 6. Contact Phone: 806-316-4986
7. Physical Location Address: 516 W. Austin St. No. of Units / Rooms Available: 4 No. of Units / Rooms Rented: 4
8. I am filing Hotel Occupancy Taxes for one of the following (check one): ☒ STR ☐ Hotel/Motel
9. I am filing Hotel Occupancy Taxes for one of the following (check one): YEAR: 2021 ☐ 10. I declare I did not have any taxable receipts.
☐ 1st Quarter - Jan. 1 thru Mar. 31 ☐ 2nd Quarter - Apr. 1 thru Jun. 30 ☐ 3rd Quarter - Jul. 1 thru Sep. 30 ☒ 4th Quarter - Oct. 1 thru Dec. 31

11. Permit #	12. Hotel/Motel or Short-term Rental Unit Name/Address	13. Total Receipts	14. Total Taxable Receipts	15. 7% Tax Amount	16. 1% Discount (if applicable)	17. 15% Penalty (if applicable)	18. 4.25% Interest (if applicable)	19. Tax Amount Due
8056001396	Austin St. Bungalow	28613.86	28613.86	2002.97	0			2002.97

20. **Taxpayer Changes:** Please use this section to show any changes or corrections on the Taxpayer. If this property has been sold or transferred, please indicate the New Taxpayer's Information.

Taxpayer Name: _____ Mailing Address: _____ City, State, Zip: _____
Contact Email: _____ Contact Phone: _____ Date of Change: _____

21. **PROPERTY CHANGES** Please check one (if applicable):

- ☐ I will not be renting this property any longer - this is my final report. ☐ I have sold this property and will not be renting it any longer - this is my final report. ☐ I am renting this property, but only for periods of 30 days or more at a time - this is my final report.

22. By signing below, I declare that the information in this document and any attachments are true and correct to the best of my knowledge and belief.

Sign Here Marissa Kenisky Print Here Marissa Kenisky 4-26-22
Signature of Duly Authorized Agent Printed Name of Duly Authorized Agent Date

Returned Funds Disclaimer: Each returned item (check, automated clearing house (ACH) or credit card) received by the City of Fredericksburg due to insufficient funds will be assessed a \$30 administration fee. The City is not responsible for any additional bank fees that will accrue due to the submission of the returned item.

received
4/26/2022 JDC

KENISKY PROPERTIES LLC
912 HAWTHORN LN
FREDERICKSBURG, TX 78624-2565

1268

88-2194/1149
0

4-26-22

Date

CHECK ARMOR
PROTECTION

Pay to the
Order of City of Fredericksburg

\$ 2,002.97

Two thousand two dollars + 97/100

Dollars



Photo
Safe
Deposit
Circle on back

 **SECURITY STATE
BANK & TRUST**

P.O. BOX 471 • FREDERICKSBURG, TEXAS 78624 • 830-997-7676

For Atx # 8051001396

Maria Kenisky MP

⑆ 114921949⑆ 124 451 6⑈ 01268

Harland Clarke

GUARDIAN SAFETY® YELLOW



Short-Term Rental Permit

Date Issued:	August 11, 2023	Permit Expiration Date:	July 9, 2024
Permit Issued To:	KENISKY PROPERTIES LLC	Permit No.:	8056001396
Unit Name:	AUSTIN STREET BUNGALOW	Permit Type:	STR - Nonconforming Unoccupied
Unit Location:	516 W AUSTIN ST FREDERICKSBURG, TX 78624	Zoning District:	R2
24/7 Phone No.:	806-316-4986	Occupancy Limit:	8
Local Contact:	MARISSA KENISKY	Management Company:	#N/A

This certificate has been issued according to the requirements of the City of Fredericksburg Code of Ordinances relating to Short-Term Rental use.

NOTICE: Guests are responsible for compliance with all applicable laws, rules, and regulations pertaining to the use of the Short-Term Rental Unit. Guests may be fined by the City for violations of this article (see House Rules).

Hotel Occupancy Taxes must be filed quarterly in order to maintain a valid permit.

THIS PERMIT MUST BE POSTED.



The City of Fredericksburg

Short-Term Rental Permit

Date Issued:	March 1, 2023	Permit Expiration Date:	July 9, 2023
Permit Issued To:	KENISKY PROPERTIES LLC AUSTIN STREET BUNGALOW	Permit No.:	8056001396
Unit Location:	AUSTIN STREET BUNGALOW 516 W AUSTIN ST FREDERICKSBURG, TX 78624	Permit Type:	STR - Nonconforming
24/7 Phone No.:	MARISSA KENISKY	Zoning District:	R2
Local Contact:	806-316-4986	Occupancy Limit:	8
		Management Company:	#N/A

This certificate has been issued according to the requirements of the City of Fredericksburg Code of Ordinances relating to Short-Term Rental use.

NOTICE: Guests are responsible for compliance with all applicable laws, rules, and regulations pertaining to the use of the Short-Term Rental Unit. Guests may be fined by the City for violations of this article (see House Rules).

Hotel Occupancy Taxes must be filed quarterly in order to maintain a valid permit.

THIS PERMIT MUST BE POSTED.

Certificate emailed 3/1/2023. Questions regarding this permit should be addressed to the Development Services Department of the City of Fredericksburg (830) 997-7521
City Hall - 126 W. Main St., Fredericksburg, TX 78624

City of Fredericksburg, TX
Short Term Rental Certificate of Compliance

NON-TRANSFERABLE - POST IN A CONSPICUOUS PLACE
THIS CERTIFICATE EXPIRES 7/9/2021

Date Issued: 8/19/2020

Permit No: 8056000213

Permit Issued to: AUSTIN STREET BUNGALOW
912 HAWTHORN LANE
FREDERICKSBURG, TX 78624-0000

Account No: 661188

Zoning: R2

Unit Location: 516 W AUSTIN ST
FREDERICKSBURG, TX 78624-0000

Daytime Occupancy Limit: 8

Operator: ANTHONY & MARISSA KENISKY

Nighttime Occupancy Limit: 8

Contact Person: MARISSA KENISKY 806-316-4986

Parking Location: 2 - DRIVEWAY

Other Information: Refuse is handled by the operator. Do not overload cart. No exposed refuse.

This Certificate has been issued according to the requirements of the City of Fredericksburg Code of Ordinance, Chapter 23 Planning, Article V, Short Term Rental, certifying that at the time of the inspection, this structure complied with the various ordinances of the Jurisdiction regulating STR use.

NOTICE: Guests are responsible for compliance with all applicable laws, rules, and regulations pertaining to the use of the Short Term Rental unit. Guests may be fined by the City for violations of this article.

NOTICE: All functions such as weddings, parties, or other gatherings are prohibited at the short term rental excepting Short Term Rentals located in the commercial zoning district.



The City of
Fredericksburg

THIS CERTIFICATE DOES NOT PERMIT BUSINESS OPERATION UNLESS YOUR BUSINESS IS PROPERLY
ZONED, AND/OR IN COMPLIANCE WITH ALL APPLICABLE LAWS/RULES.

This is NOT A BILL.

This certificate must be posted.

Avenu

Issuing Authority

516 W Austin



From: [Tyler Debish](#)
To: [Evan Williamson](#)
Subject: FW: Email communication related to 516 W. Austin St.
Date: Wednesday, June 11, 2025 8:42:38 AM

Permit renewal information from 2023.

From: Jan Musgrove <jmusgrove@fbgtx.org>
Sent: Wednesday, June 11, 2025 8:09 AM
To: Tyler Debish <tdebish@fbgtx.org>
Subject: FW: Email communication related to 516 W. Austin St.

From: Marissa Tarr <misstarr@hotmail.com>
Sent: Wednesday, March 1, 2023 3:52 PM
To: Shelby Collier <scollier@fbgtx.org>
Cc: Jan Musgrove <jmusgrove@fbgtx.org>; Anna Hudson <ahudson@fbgtx.org>
Subject: Re: Email communication related to 516 W. Austin St.

Thank you!

Get [Outlook for iOS](#)

From: Shelby Collier <scollier@fbgtx.org>
Sent: Wednesday, March 1, 2023 1:40:13 PM
To: Marissa Tarr <misstarr@hotmail.com>
Cc: Jan Musgrove <jmusgrove@fbgtx.org>; Anna Hudson <ahudson@fbgtx.org>
Subject: RE: Email communication related to 516 W. Austin St.

Good afternoon Marissa,

Thank you for providing the attached email correspondence.

I believe this information more than shows a good faith effort on your part to keep the properties in compliance and I thank you for that. Staff acknowledges the transition to Granicus has/had been challenging and we appreciate your efforts.

With this in mind, Staff resumed the review of the STR-Nonconforming Permit for 516 W. Austin, and I am happy to provide you with a copy of the renewal.

Please post a copy of the permit in the unit and if necessary, update the listings.

Please feel free to contact me if you have any questions.

Have a blessed day!



"We're leading with integrity while providing the best customer services to our community."

Shelby Collier/ Associate Planner/ City of Fredericksburg

O. 830-990-2013/ scollier@fbgtx.org

From: Shelby Collier

Sent: Tuesday, February 7, 2023 11:37 AM

To: Marissa Tarr <misstarr@hotmail.com>

Cc: Jan Musgrove <jmusgrove@fbgtx.org>; Anna Hudson <ahudson@fbgtx.org>

Subject: RE: Email communication related to 516 W. Austin St.

Good afternoon Marissa,

Thank you for supplying the attached records.

Staff will review and provide a response later this week.

Thank you, have a blessed day!



"We're leading with integrity while providing the best customer services to our community."

Shelby Collier/ Associate Planner/ City of Fredericksburg

O. 830-990-2013/ scollier@fbgtx.org

From: Marissa Tarr <misstarr@hotmail.com>

Sent: Monday, January 30, 2023 12:55 PM

To: Short Term Rentals <str@fbgtx.org>

Cc: Jan Musgrove <jmusgrove@fbgtx.org>; Shelby Collier <scollier@fbgtx.org>

Subject: Email communication related to 516 W. Austin St.

STR team:

Attached are emails related to the communication and attempts to get the permit renewed for 516 W. Austin St. We were unable to do this via the website and were told it was down and to keep trying, after several unsuccessful attempts we started a new application in January that was being reviewed which has resulted in our current status.

Please review and let me know if you have any questions. We are attempting to get this renewed and would like to continue to renew this STR.

Best Regards,

Marissa Kenisky

From: [Tyler Debish](#)
To: [Evan Williamson](#)
Subject: FW: STR RENEWAL INSTRUCTIONS FROM THE CITY OF FREDERICKSBURG
Date: Wednesday, June 11, 2025 8:41:55 AM

Renewal instructions sent to property owners at 51 W Austin 2/20/2024.

From: Jan Musgrove <jmusgrove@fbgtx.org>
Sent: Wednesday, June 11, 2025 8:07 AM
To: Tyler Debish <tdebish@fbgtx.org>
Subject: FW: STR RENEWAL INSTRUCTIONS FROM THE CITY OF FREDERICKSBURG

From: Jan Musgrove
Sent: Tuesday, February 20, 2024 12:45 PM
To: Marissa Tarr <misstarr@hotmail.com>
Subject: STR RENEWAL INSTRUCTIONS FROM THE CITY OF FREDERICKSBURG

Anthony,

The permits on 516 W Austin – expire 7/9/24 and 709 W Travis – expire 3/11/24.

I have attached the detailed instructions on how to renew thru MGO below.

City of Fredericksburg is now with [MGO](#) - MYGOVERNMENTONLINE – for STR permits only.

TO RENEW AN EXSITING PERMIT

Please use these instructions to help you through this new process.

1. You will need to create an account and link your property to your account. [MGO](#)
 - a. Go to the home page – select Search Permits – 3rd button on the left side of the computer screen.
 - b. Enter either your permit # in the (project number field) or the address to pull up your property.
 - c. Click on the “3 eyes”(…) – it’s a dropdown – choose **add to my account**
 - d. If your phone number on record is your verified phone number, it should allow you to add this to your account and you should be able to view details. If it does not match – please contact Customer support and they will be able to assist you. (866-957-3764)

After you have linked your property to your account – proceed to # 2

2. Click on apply online for a **short-term rental renewal/transfer** – left hand side of the screen,

2nd button down

3. Put in your permit number (project number) or your STR property's address – one or the other to locate your STR
4. Please note: ****You will need a photo of the front of the STR (hopefully showing the address numbers, if possible) – this is a new requirement – please ignore the first drag and drop box, upload that document, into the second drag and drop box, that is labeled Front photo of house– and hit SUBMIT.**

Workflow and your involvement in the permitting process:

- City Staff will review the application, either accept (reject/or return – with explanation) the renewal for your attention.
- After acceptance an invoice will be issued.
- Go to your MGO portal and pay the invoice.
- This will initiate the [STR inspection](#) – per the new 2024 Ordinance, STR inspections are required each time a renewal is submitted.
- Once the inspection has passed and completed, the permit will be issued via email.

Please contact [email MGO Customer support](#) or call (866-957-3764) and they will be able to assist you.



"We're leading with integrity while providing the best customer services to our community."

Jan Musgrove / STR Specialist / City of Fredericksburg

[SHORT TERM RENTAL WEBSITE](#)

jmusgrove@fbgtx.org

O. 830-997-7521 ext: 2028



CITY COUNCIL AGENDA MEMO

DEPARTMENT: City Manager
TO: Mayor & City Council Members
FROM: William McKamie, City Attorney
MEETING DATE: June 17, 2025

CATEGORY: OTHER ACTION ITEMS AND
UPDATES

CAPTION: Consideration and possible action relating to authorizing the City Manager and City Attorney to take all steps necessary to enforce and defend the City's Standardized Business Ordinance 18-002 (Mick McKamie, City Attorney)

PRESENTATION:
[PRESENTER_NO_BR]

SUMMARY:

BACKGROUND:

FUNDING SOURCE:

FINANCIAL IMPACT:

STAFF RECOMMENDATION:

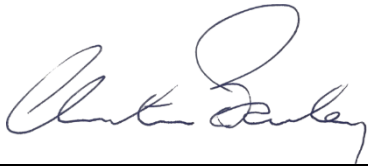
COMPREHENSIVE PLAN GUIDING PRINCIPLE:

Neighborhood Quality
Workforce
Tourism
City Center
Mobility
Small Town Sensitive Growth
Governance

ATTACHMENTS:

None

APPROVAL/REVIEW:



Clinton Bailey, City Manager

Date: June 10, 2025



William McKamie, City Attorney

Date: June 11, 2025



Garret Bonn, Assistant City Manager

Date: June 11, 2025



Leticia Vacek, City Secretary

Date: June 11, 2025



Clinton Bailey, City Manager

Date: June 11, 2025



CITY COUNCIL AGENDA MEMO

DEPARTMENT: City Secretary
TO: Mayor & City Council Members
FROM:
MEETING DATE: June 17, 2025

CATEGORY: CITY MANAGER'S REPORT

CAPTION: Legislative Update on Status of Bills Passed/Awaiting Signature - Mayor Pro-Tem
Kirchner.

PRESENTATION:
[PRESENTER_NO_BR]

SUMMARY:

BACKGROUND:

FUNDING SOURCE:

FINANCIAL IMPACT:

STAFF RECOMMENDATION:

COMPREHENSIVE PLAN GUIDING PRINCIPLE:

Neighborhood Quality
Workforce
Tourism
City Center
Mobility
Small Town Sensitive Growth
Governance

ATTACHMENTS:

None

APPROVAL/REVIEW:

Date: June 10, 2025

Leticia Vacek, City Secretary



Date: June 11, 2025

William McKamie, City Attorney



Date: June 11, 2025

Clinton Bailey, City Manager



CITY COUNCIL AGENDA MEMO

DEPARTMENT: City Secretary
TO: Mayor & City Council Members
FROM:

MEETING DATE: June 17, 2025

CATEGORY: ITEMS FOR FUTURE AGENDA

CAPTION: City Manager Bailey will review the Future Agenda Items List.

PRESENTATION:
[PRESENTER_NO_BR]

SUMMARY:

BACKGROUND:

FUNDING SOURCE:

FINANCIAL IMPACT:

STAFF RECOMMENDATION:

COMPREHENSIVE PLAN GUIDING PRINCIPLE:

Neighborhood Quality
Workforce
Tourism
City Center
Mobility
Small Town Sensitive Growth
Governance

ATTACHMENTS:

1. Future Agenda Items List 6-17-25 (2)

APPROVAL/REVIEW:

Date: June 10, 2025

Leticia Vacek, City Secretary



Date: June 11, 2025

William McKamie, City Attorney



Date: June 11, 2025

Clinton Bailey, City Manager

City Council Future Agenda Items/Meetings

July 1, 2025 Council Meeting

July 1, 2025 – ATMOS Energy RES related to Steering Committee Membership	Evan Williamson, Intrm Dir Dvlpmt Serv
July 1, 2025 – Texas Housing Foundation related to Multi-Family Property	Evan Williamson, Intrm Dir Dvlpmt Serv
July 1, 2025 – Recognize 5 HEB Employees for their quick actions – medical incident	Lynn Bizzell, Fire Chief
July 1, 2025 – ORD providing for a Certification Fee on all Official City Documents	Leticia Vacek, City Secretary
July 1, 2025 – Proposed PH/Action ORD repealing Late Hours Alcohol Sales Authorization	Mick McKamie, City Attorney

Future Agenda Items/Future Council Meetings

July 15, 2025 – Prof Serv Contract for N. Llano Waterline Design/Engineering	Kris Kneese, Dir of Public Works/Utilities
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Upcoming Meetings/Events

June 18, 2025 – FBG Chamber Leaders' Breakfast – 7:15am @ Historic Nimitz Ballroom
June 24, 2025 – Citizens University – 6pm @ City Hall East Campus, Presenter: Kris Kneese, Director of Public Works/Utilities
June 25, 2025 – Neighborhood Town Series – 6pm @ 120 Stone Forest



CITY COUNCIL AGENDA MEMO

DEPARTMENT: City Manager
TO: Mayor & City Council Members
FROM:
MEETING DATE: June 17, 2025

CATEGORY: EXECUTIVE SESSION

CAPTION: Consider and discuss the Civil Action No. 1:24-CV-00701-D11 Joseph Brillhart, Laura Brillhart, and Sally Clark, Plaintiffs, v. City of Fredericksburg, Texas, pending United States District Court for the Western District of Texas, Austin Division - Texas Government Code Section 551.071. (Mick McKamie, City Attorney)

PRESENTATION:
[PRESENTER_NO_BR]

SUMMARY:

BACKGROUND:

FUNDING SOURCE:

FINANCIAL IMPACT:

STAFF RECOMMENDATION:

COMPREHENSIVE PLAN GUIDING PRINCIPLE:

Neighborhood Quality
Workforce
Tourism
City Center
Mobility
Small Town Sensitive Growth
Governance

ATTACHMENTS:

None

APPROVAL/REVIEW:



Garret Bonn, Assistant City Manager

Date: June 12, 2025



William McKamie, City Attorney

Date: June 12, 2025



Clinton Bailey, City Manager

Date: June 12, 2025



CITY COUNCIL AGENDA MEMO

DEPARTMENT: City Secretary
TO: Mayor & City Council Members
FROM:
MEETING DATE: June 17, 2025

CATEGORY: EXECUTIVE SESSION

CAPTION: Consultation with the City Attorney regarding the enforcement of Standardized Business Ordinance 18-002 Texas Government Code Section 551.071. (Mick McKamie, City Attorney)

PRESENTATION:
[PRESENTER_NO_BR]

SUMMARY:

BACKGROUND:

FUNDING SOURCE:

FINANCIAL IMPACT:

STAFF RECOMMENDATION:

COMPREHENSIVE PLAN GUIDING PRINCIPLE:

Neighborhood Quality
Workforce
Tourism
City Center
Mobility
Small Town Sensitive Growth
Governance

ATTACHMENTS:

None

APPROVAL/REVIEW:

Date: June 10, 2025

Leticia Vacek, City Secretary



Date: June 11, 2025

William McKamie, City Attorney



Date: June 11, 2025

Garret Bonn, Assistant City Manager



Date: June 11, 2025

Clinton Bailey, City Manager



CITY COUNCIL AGENDA MEMO

DEPARTMENT: City Manager
TO: Mayor & City Council Members
FROM:
MEETING DATE: June 17, 2025

CATEGORY: EXECUTIVE SESSION

CAPTION: Quarterly Legal Matters Update - Texas Government Code Section 551.071. (Mick McKamie, City Attorney)

PRESENTATION:
[PRESENTER_NO_BR]

SUMMARY:

BACKGROUND:

FUNDING SOURCE:

FINANCIAL IMPACT:

STAFF RECOMMENDATION:

COMPREHENSIVE PLAN GUIDING PRINCIPLE:

Neighborhood Quality
Workforce
Tourism
City Center
Mobility
Small Town Sensitive Growth
Governance

ATTACHMENTS:

None

APPROVAL/REVIEW:

Date: June 03, 2025

Clinton Bailey, City Manager



Date: June 03, 2025

Garret Bonn, Assistant City Manager



Date: June 03, 2025

William McKamie, City Attorney



Date: June 10, 2025

Leticia Vacek, City Secretary



Date: June 11, 2025

Clinton Bailey, City Manager



CITY COUNCIL AGENDA MEMO

DEPARTMENT: City Secretary
TO: Mayor & City Council Members
FROM:
MEETING DATE: June 17, 2025

CATEGORY: EXECUTIVE SESSION

CAPTION: Consider and discuss the appointment, reappointment, or reassignment of City Board/Commission members to fill vacancies on the Historic Review Board, Planning & Zoning Commission, and Zoning Board of Adjustment - Texas Government Code Section 551.074. (Leticia Vacek, City Secretary)

PRESENTATION:
[PRESENTER_NO_BR]

SUMMARY:

BACKGROUND:

FUNDING SOURCE:

FINANCIAL IMPACT:

STAFF RECOMMENDATION:

COMPREHENSIVE PLAN GUIDING PRINCIPLE:

Neighborhood Quality
Workforce
Tourism
City Center
Mobility
Small Town Sensitive Growth
Governance

ATTACHMENTS:

None

APPROVAL/REVIEW:



Leticia Vacek, City Secretary

Date: June 10, 2025



William McKamie, City Attorney

Date: June 11, 2025



Garret Bonn, Assistant City Manager

Date: June 11, 2025



Clinton Bailey, City Manager

Date: June 11, 2025