



City of Fredericksburg

REGULAR CITY COUNCIL MEETING AGENDA MONDAY, MAY 18, 2020 ~ 6:00 P.M.

Linda Langerhans, Mayor
Tom Musselman, Councilmember
Bobby Watson, Councilmember

Charlie Kiehne, Councilmember
Gary Neffendorf, Councilmember
Kent Myers, City Manager

The City of Fredericksburg City Council will meet in a regular session on Monday, May 18, 2020, at 6:00 p.m. This meeting will be held remotely via Zoom Teleconferencing, and in person attendance will not be available. Members of the public may attend the meeting remotely by web or telephone via Zoom Teleconferencing (see details below). These actions are being taken to mitigate the spread of COVID-19 by avoiding meetings that bring people into a group setting and in accordance with Section 418.016 of the Texas Government Code.

Members of the public may join the Zoom Meeting by one of the following:

By Internet:

<https://us02web.zoom.us/j/88583147087>

Meeting ID: 885 8314 7087

By Phone:

(888)788-0099 (Toll Free)

(877)853-5247 (Toll Free)

Meeting ID: 885 8314 7087

You may also access this meeting through livestream on the City of Fredericksburg's Facebook page.

Audio of this meeting will be recorded and uploaded to the City website following the conclusion of the meeting.

1. CALL TO ORDER

2. UPDATE ON CORONAVIRUS (COVID-19) PANDEMIC

3. EMPLOYEE RECOGNITIONS

4. PUBLIC COMMENTS

During the COVID-19 pandemic, the City of Fredericksburg is allowing public comments to be submitted remotely, by 3 p.m. on May 18, 2020, using any of the following methods:

1. Complete the Citizen Comment Form online at www.fbgtx.org; or
2. Email your comments to sgoodwin@fbgtx.org; or
3. Complete a Citizen Comment Form located inside the Public Access entrance at 126 W. Main Street, Fredericksburg, Texas, and place in the box marked Citizen Comment Form.

Copies of the submitted comments will be provided to the City Council and made public on the City website under the “May 18, 2020, City Council Regular Meeting” tab.

5. 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 CITY COUNCIL.

A. Consider approval of City Council Minutes:

- i. April 27, 2020 Special Meeting
(Agenda Packet Pages 5-8)
- ii. May 4, 2020 Regular Meeting
(Agenda Packet Pages 9-14)

6. ORDINANCES AND RESOLUTIONS

- A. Consider the approval of Ordinance 2020-13 amending Article V-Speed Regulations, of Chapter 44-Traffic and Motor Vehicles-of the Code of Ordinances, amending the maximum speed limit for W. Main Street (US 87 North) within the City Limits, determined upon the basis of an Engineering and Traffic Study for said roadway. W. Main St./US 87N Speed limit modification (first of two readings; City Council may waive second reading).
(Agenda Packet Pages 15-20)**
- B. Consider the approval of Ordinance 2020-14 creating a Joint Airport Zoning Board; and investing such Joint Airport Zoning Board with the powers authorized under the provisions of the Airport Zoning Act (Chapter 241 of the Texas Local Government Code) (first of two readings; City Council may waive second reading).
(Agenda Packet Pages 21-24)**
- C. Consider the approval of Resolution 2020-11R approving the Annual Review of the City’s Investment Policy and Investment Strategies.
(Agenda Packet Pages 25-40)**

7. OTHER ACTION ITEMS AND UPDATES

- A. Consider approval of Mid-Year Budget Amendments for Fiscal Year 2020.
(Agenda Packet Pages 41-50)**
- B. Consider, discuss, and take appropriate action concerning the resignation of Linda Langerhans, Mayor, effective May 17, 2020, and the appointment of a qualified person to fill the vacancy of the Office of the Mayor until the next city election.
(Agenda Packet Pages 51-52)**
- C. Discuss and consider the reopening of City Facilities.
(Agenda Packet Pages 53-66)**
- D. July 4th Parade**
 - i. Discuss and consider the July 4th Parade and insurance coverage.
(Agenda Packet Pages 67-68)
 - ii. Discuss and consider the Recurring Fee Waiver Request for the Fredericksburg Veterans of Foreign Wars (VFW) Post 7105 Fourth of July Kiddie Parade.
(Agenda Packet Pages 69-70)

8. CITY MANAGER’S REPORT

- A. Governor Abbott’s Executive Orders**

B. COVID-19 Recovery Task Force

9. ITEMS FOR FUTURE AGENDA

(Agenda Packet Pages 71-72)

10. COUNCIL COMMENTS

Reports about items of community interest, which no action will be taken.

11. EXECUTIVE SESSION

The City Council will recess its open meeting and reconvene in Executive Session pursuant to Texas Government Code Section 551.071 (Consultation with Attorney), Section 551.087 (Deliberation Regarding Economic Development Negotiations), and Section 551.074 (Personnel Matters):

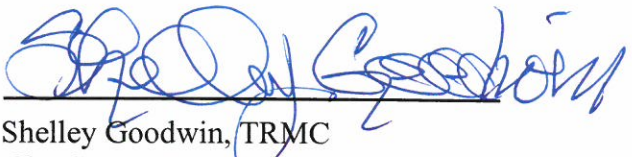
- A.** Consider and discuss the appointment of a qualified person to fill the vacancy of the Office of the Mayor until the next City election, and to receive legal advice regarding the interpretation of the City Charter and other laws as applicable to said appointment (Section 551.071 and Section 551.074); and
- B.** Consider and discuss preliminary analysis and recommendation to the City Council prepared by legal counsel, regarding pending ethics complaint (Section 551.071 and Section 551.074); and
- C.** Consider and discuss economic development agreement related to the construction and operation of a Hotel and Conference Center in the City; and to receive legal advice concerning said economic development agreement (Section 551.087 and Section 551.071).

12. BUSINESS ITEM

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

13. ADJOURN

This is to certify that I, Shelley Goodwin, posted this Agenda at 11:20 a.m. on May 13, 2020, at the entrance and on the bulletin board of the City of Fredericksburg City Hall, 126 W. Main St., Fredericksburg, Texas.


Shelley Goodwin, TRMC
City Secretary



CITY OF FREDERICKSBURG

MINUTES OF CITY COUNCIL SPECIAL MEETING APRIL 27, 2020

The City of Fredericksburg City Council met in a special session on Monday, April 27, 2020, at 4:00 p.m. This meeting was held remotely via Zoom Teleconferencing, and in-person attendance was not available. Members of the public attended the meeting remotely by web or telephone via Zoom Teleconferencing. These actions are being taken to mitigate the spread of COVID-19 by avoiding meetings that bring people into a group setting and in accordance with Section 418.016 of the Texas Government Code.

Members Present on the Teleconferencing:

Mayor Linda Langerhans
Mayor Pro Tem Gary Neffendorf
Councilmember Charlie Kiehne
Councilmember Tom Musselman
Councilmember Bobby Watson

Members Absent:

None

City Staff Present:

Kent Myers, City Manager
Clinton Bailey, Assistant City Manager/Director of Public Works and Utilities
Daniel Jones, City Attorney
Lynn Bizzell, Fire Chief
Steve Wetz, Police Chief
Brian Jordan, Development Services Director
Russell Immel, Information Technology Director
Andrea Schmidt, Parks Department Director
Lea Feuge, Public Information Officer
Laura Hollenbeak, Finance Director
Kris Kneese, Assistant Director of Public Works and Utilities
Garrett Bonn, Assistant Engineer
Shelley Goodwin, City Secretary

1. CALL TO ORDER

Mayor Langerhans called the special meeting of the Fredericksburg City Council to order at 4:00 p.m. on Monday, April 27, 2020, via Zoom Teleconference. Mayor Langerhans announced a quorum of the City Council present.

2. UPDATE ON CORONAVIRUS (COVID-19) PANDEMIC

Lynn Bizzell, Fire Chief, reviewed the history of the pandemic and how Gillespie County and the City has addressed the issues. He also discussed the current cases in Region 8 including, 1706 cases and 63 deaths. He also reviewed the surrounding counties cases:

Mason County	5
Llano County	3
Blanco County	6
Burnet County	15
Kerr County	5

Clinton Bailey, Assistant City Manager/Director of Public Works and Utilities, reviewed the current status of the City Facilities. He also discussed the different plans and the monitoring of closures of collections of trash on Main Street.

Chris Meade, Touchstone Golf, stated Touchstone had created a Phase Plan for the reopening of the LBJ Golf Course and the safety of the customers.

Andrea Schmidt, Parks Department Director, reviewed the opening of the restrooms at the RV Park, Cross Mountain Park, Market Square, and the Visitor Center.

The City Council discussed the increase in positive cases in Mason County. They also discussed the opening of restrooms and approve the opening of the batting cages.

3. PUBLIC COMMENTS

Mayor Langerhans reviewed the different ways the public could provide comments. She stated the City received four citizen comments, and a Councilmember will get back with those who commented.

4. DISCUSS AND TAKE APPROPRIATE ACTION ON:

A. The reopening of certain City facilities, including the Lady Bird Johnson Municipal Golf Course.

Kent Myers, City Manager, noted all City services have still been maintained through this pandemic.

Clinton Bailey, Assistant City Manager/Director of Public Works and Utilities, stated he has been working with the Parks Department and Chris Meade with LBJ Golf Course.

Chris Meade, Touchstone Golf, stated they developed reopening phases for the Lady Bird Golf Course. He reviewed the steps and recommended reopening with Phase 2.

Clinton Bailey, Assistant City Manager/Director of Public Works and Utilities, stated City staff supports the proposed reopening plan and will reopen on Friday, May 1, 2020, with Phase 2.

Andrea Schmidt, Parks Department Director, reviewed the current facilities that are open. She stated City staff is recommending the reopening of several park facilities include the following:

- Dog Park
- Cross Mountain Park restroom

- Pavilion #3 and #5 restrooms at LBJ Park (these are restrooms on both ends of the park)
- One restroom in RV camping area

She noted the City staff is recommending the following facilities would remain closed:

- Fort Martin Scott buildings
- Tatsch House and Pioneer Pavilions (we do have a few reservations in May we will need to cancel if these remain closed)
- Large restroom at Marktplatz
- CVB restrooms
- Other restrooms in LBJ Park including two in the RV area and others at pavilions, Park Headquarters, ballfields, and Tatsch House
- Old Fair Park basketball pavilion and skate park
- Batting cages at various parks
- All playgrounds
- New RV reservations

She also noted the City staff had discussed the reopening of the garbage cans in the parks. She stated with the visitors beginning to come back to town, the trash receptacles and additional trash cans will be needed.

The City Council discussed the City staff recommendation of reopening of several facilities of the parks and the reopening of the LBJ Golf Course at Phase 2. The City Council also discussed the garbage cans and the Batting Cages.

The City Council agreed by consensus to the following:

- City staff recommendation of reopening of several facilities at the parks
- Reopening of the LBJ Golf Course at Phase 2.
- Reopening the garbage cans in the Parks and on Market Square
- Reopening the Batting Cages with restrictions.

B. The creation of a Business Recovery Task Force, related to local recovery from the COVID-19 pandemic.

Clinton Bailey, Assistant City Manager/Director of Public Works and Utilities, stated in response to Governor Abbott's recent plan to begin reopening the Texas economy many cities across the state have formed task force groups to help business and local citizens through the rapid changing reopening process. He noted at the April 20th the City Council Meeting the discussion under the City Manager's report resulted in a consensus of the City Council supporting the creation of the Recovery Task Force. He reviewed the purpose, function, and composition of the proposed Task Force. He also reviewed the benefits the Task Force will have on the community. City Staff has held discussions with several local entities regarding the potential direct participation in a Task Force. He reviewed the potential Task Force composition.

The City Council discussed the need and role of the Task Force. They also discussed the purpose of the Task Force and the need to meet with the County Judge regarding the Task Force.

C. The City's plans to ensure compliance with Governor Abbott's updated Executive Orders, related to the COVID-19 pandemic.

Kent Myers, City Manager, reviewed the Governor Abbott's 18th Executive Order issued earlier today regarding reopening Texas services. He reviewed the highlights of Phase I, which will begin on May 1, 2020, and Phase II will start on May 18, 2020. He noted the concerns of the new Order regarding the occupancy, cleaning, and mask requirements.

The City Council discussed the new Order and the reopening of businesses.

5. ADJOURN

Motion: A motion was made by Councilmember Watson, seconded by Councilmember Musselman, to adjourn the Monday, April 20, 2020, City Council Special Meeting at 4:53 p.m. On roll call vote:

Councilmember Musselman	aye
Councilmember Neffendorf	aye
Councilmember Kiehne	aye
Councilmember Watson	aye
Mayor Langerhans	aye

The motion passed unanimously.

Linda Langerhans
Mayor

ATTEST

Shelley Goodwin, TRMC
City Secretary



CITY OF FREDERICKSBURG

MINUTES OF CITY COUNCIL REGULAR MEETING

MAY 4, 2020

The City of Fredericksburg City Council will meet in a regular session on Monday, May 4, 2020, at 6:00 p.m. This meeting was held remotely via Zoom Teleconferencing, and in-person attendance was not available. Members of the public attended the meeting remotely by web or telephone via Zoom Teleconferencing. These actions are being taken to mitigate the spread of COVID-19 by avoiding meetings that bring people into a group setting and in accordance with Section 418.016 of the Texas Government Code.

Members Present on the Teleconferencing:

Mayor Linda Langerhans
Mayor Pro Tem Gary Neffendorf
Councilmember Charlie Kiehne
Councilmember Tom Musselman
Councilmember Bobby Watson

Members Absent:

None

City Staff Present:

Kent Myers, City Manager
Clinton Bailey, Assistant City Manager/Director of Public Works and Utilities
Daniel Jones, City Attorney
Lynn Bizzell, Fire Chief
Steve Wetz, Police Chief
Brian Jordan, Development Services Director
Russell Immel, Information Technology Director
Andrea Schmidt, Parks Department Director
Lea Feuge, Public Information Officer
Laura Hollenbeck, Finance Director
Kris Kneese, Assistant Director of Public Works and Utilities
Garrett Bonn, Assistant Engineer
Shelley Goodwin, City Secretary

1. CALL TO ORDER

Mayor Langerhans called the regular meeting of the Fredericksburg City Council to order at 6:00 p.m. on Monday, May 4, 2020, via Zoom Teleconference. On roll call vote:

Mayor Langerhans	aye
Councilmember Musselman	aye
Councilmember Neffendorf	aye
Councilmember Kiehne	aye
Councilmember Watson	aye

Mayor Langerhans announced a quorum of the City Council present.

2. UPDATE ON CORONAVIRUS (COVID-19) PANDEMIC

Lynn Bizzell, Fire Chief, reviewed the history of the pandemic and how Gillespie County and the City has addressed the issues. He reported on the process that will be used for the National Guard COVID-19 testing on May 5, 2020. He also reviewed the following:

- World cases-3,442,234 positive cases and 227,247 deaths
- National cases- 1,152,372 positive cases and 67,456 deaths
- Texas cases- 32,332 positive cases and 884 deaths
- Region 8 -2174 positive cases and 63 deaths.

He also reviewed the surrounding counties cases:

Mason County	5
Llano County	3
Blanco County	6
Burnet County	15
Kerr County	5

He reminded everyone of the symptoms of the virus and to continue to social distance.

Councilmember Musselman asked that City staff to find out what happens to the reopening requirements if the positive cases in Gillespie County goes over 5.

3. EMPLOYEE RECOGNITIONS

Kent Myers, City Manager, stated earlier in the year John Culpepper, Gillespie County Emergency Management Coordinator, retired but had agreed to work part-time. He stated John's last day is this week; however, Dave Wisniewski, who had retired as the Fire Marshal, has agreed to serve as the Gillespie County Emergency Management Coordinator until the end of the year.

4. PUBLIC COMMENTS

Mayor Langerhans reviewed the different ways the public could provide comments. She stated the City received one citizen comment form, and staff will get back with the person who commented.

5. 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 CITY COUNCIL.

A. Consider approval of City Council April 20, 2020, City Council Regular Meeting Minutes

Motion: A motion was made by Councilmember Musselman, seconded by Councilmember Neffendorf, to approve the April 20, 2020, City Council Regular Meeting Minutes. On roll call vote:

Councilmember Musselman	aye
Councilmember Neffendorf	aye
Councilmember Kiehne	aye
Councilmember Watson	aye
Mayor Langerhans	aye

The motion carried unanimously.

6. ORDINANCES

A. Consider the approval Ordinance 2020-12 amending Article III-Permits and Fees for Construction, of Chapter 5-Buildings and Building Regulations-of the Code of Ordinances, establishing a Form Survey requirement for any concrete slab poured during construction of buildings and improvements in the City (first of two readings; City Council may waive second reading).

Brian Jordan, Development Services Director, stated the proposed Ordinance was the result of the occasions when builders failed to verify that their concrete forms complied with building setbacks, easements, or other encumbrance on the property. He stated the City does not inspect before pouring of the slab, the only way to ensure that the forms comply with these requirements is to have a surveyor provide certainty. He noted a Form Survey is routine in the industry, and the feedback from builders was positive.

The City Council discussed the proposed Ordinance and the reason for the need for the amendment. They also discussed the effect the errors have on the owner and the cost of the Survey Form.

Motion: A motion was made by Councilmember Kiehne, seconded by Councilmember Watson, to approve Ordinance 2020-12 amending Article III-Permits and Fees for Construction, of Chapter 5-Buildings and Building Regulations-of the Code of Ordinances, establishing a Form Survey requirement for any concrete slab poured during construction of buildings and improvements in the City; waive second reading. On roll call vote:

Councilmember Neffendorf	nay
Councilmember Kiehne	aye
Councilmember Watson	aye
Mayor Langerhans	aye
Councilmember Musselman	aye

The motion carried.

B. Consider the approval of Resolution 2020-10R creating a COVID-19 Recovery Task Force, establishing and adopting the duties and functions associated therewith; and providing for an effective date.

Clinton Bailey, Assistant City Manager/Director of Public Works and Utilities, stated in response to the Governor's recent plan to begin reopening the Texas economy, many cities across the state have formed task force groups to help businesses and local citizens through this confusing and rapidly changing process. He reviewed the history of the previous discussions the City Council had at their April 20th and April 27th meetings. He reviewed the make-up, purpose, and duties of the Task Force. The representatives of the proposed Task Force besides the City Council appointments and a Councilmember are representatives from Chamber of Commerce, County representative, Economic Development Corporation, Convention and Visitor Bureau, and the Hill Country Memorial Hospital.

The City Council each recommended the following people to serve on the Task Force:

Councilmember representative-Tom Musselman

Mayor Langerhans-Sean Doerre

Councilmember Kiehne-Judge Edward

Councilmember Musselman- Katelyn Eames

Councilmember Neffendorf-Gary Klensing

Councilmember Watson-Jessica Mittel

Motion: A motion was made by Councilmember Watson, seconded by Councilmember Kiehne, to approve Resolution 2020-10R creating a COVID-19 Recovery Task Force, establishing and adopting the duties and functions associated therewith; and providing for an effective date and appointing Councilmember Musselman, Sharon Doerre, Judge Edwards, Katlyn Emmis, Jessica Mitel, and Gary Klensing.

On roll call vote:

Councilmember Watson	aye
Councilmember Musselman	aye
Councilmember Neffendorf	aye
Mayor Langerhans	aye
Councilmember Kiehne	aye

The motion passed unanimously.

7. CITY MANAGER'S REPORT

A. Financial Status-Mid Year Budget Review

Kent Myers, City Manager, reported May 6, 2020, at 2 p.m. there will be a Special Meeting via Zoom to discuss the Mid-Year Budget and what adjustments the City needs to make. He also stated additional information was sent out today regarding all City accounts and assumptions of Sales Tax for the remainder of the year.

B. Status of Governor's Recent Executive Order

Kent Myers, City Manager, reported Staff worked hard last week to get information out to the public. He stated the Fire Department and Development Services worked together to help businesses figure out their occupancy of 50%. He stated last weekend went well with no complaints. He reported if Gillespie County goes over 5 positive cases, the Governor's recent Executive Order would be subject to revert to 25% occupancy. He noted the Order has criteria to fall back to 25% occupancy that would be difficult to meet.

C. Status of Reopening City Facilities

Clinton Bailey, Assistant City Manager/Director of Public Works and Utilities, provided an update on the reopening of City facilities. He reported the Golf Course has reopened with restrictions. He also updated the City Council on the reopening of the parks and restrooms.

8. ITEMS FOR FUTURE AGENDA

Kent Myers, City Manager, reviewed the future agenda items.

9. COUNCIL COMMENTS

The City Council did not make any comments.

10. EXECUTIVE SESSION

The City Council will recess its open meeting and reconvene in Executive Session pursuant to Texas Government Code Section 551.071 (Consultation with Attorney):

- A. Consider and discuss Jeanette Hormuth and Jerry Farley vs. Linda Langerhans, in her official capacity as Presiding Officer, Mayor of the City of Fredericksburg, Texas, pending in the 216th District Court (Section 551.071); and**
- B. Consider and discuss E. 290 Owners Coalition vs. City of Fredericksburg, Texas, pending in the 216th District Court (Section 551.071); and**

C. Consider and discuss Alpha Securities, LLC vs. City of Fredericksburg, pending in the 216th District Court (Section 551.071).

Motion: A motion was made by Councilmember Musselman, seconded by Councilmember Watson, to go out of Regular Session into Executive Session at 7:12 p.m. The City Council voted on roll call vote:

Councilmember Musselman	aye
Councilmember Neffendorf	aye
Councilmember Kiehne	aye
Councilmember Watson	aye
Mayor Langerhans	aye

The motion carried unanimously.

Motion: A motion was made by Councilmember Neffendorf, seconded by Councilmember Musselman, to go out of Executive Session into Regular Session at 8:00 p.m. The City Council voted on roll call vote:

Councilmember Musselman	aye
Councilmember Neffendorf	aye
Councilmember Kiehne	aye
Councilmember Watson	aye
Mayor Langerhans	aye

The motion carried unanimously.

11. BUSINESS ITEM

The City Council did not take action on any Executive Session Items.

12. ADJOURN

Motion: A motion was made by Councilmember Kiehne, seconded by Councilmember Watson, to adjourn the Monday, May 4, 2020, City Council Regular Meeting at 8:02 p.m.

On roll call vote:

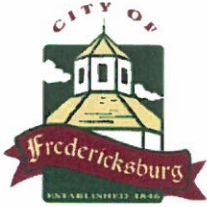
Councilmember Musselman	aye
Councilmember Neffendorf	aye
Councilmember Kiehne	aye
Councilmember Watson	aye
Mayor Langerhans	aye

The motion passed unanimously.

Linda Langerhans
Mayor

ATTEST

Shelley Goodwin, TRMC
City Secretary



CITY COUNCIL MEMO

DATE: May 18, 2020

TO: Mayor and City Council

FROM: Garret Bonn, P.E., CFM

SUBJECT: Proposed Speed Limit Changes on W. Main St. (US 87 North)

Summary:

Consider the approval of an Ordinance modifying speed limits on W. Main Street (US 87 North) within the city limits of the City of Fredericksburg, pursuant to Section 545.356, Texas Transportation Code; providing penalties up to \$200.00; providing an effective date, repealer, severability, and proper notice and meeting (first of two readings; City Council may waive second reading).

Recommendation:

Approval of the Ordinance as presented.

Background / Analysis:

Like the study completed on N. Llano (SH 16 North) in late 2019, the TxDOT-Austin District recently conducted a speed study on W. Main Street (US 87 North). Speed limits on Texas highways are set by the 85th percentile method, which represents the speed the majority of drivers will be traveling at or below. Speed checks are conducted to determine the 85th percentile speed. The observed free-flowing speed for vehicles is tallied and the 85th percentile speed is calculated using gathered information.

Based on the results of the study, TxDOT is proposing to lower the speed limit as follows:

- Southbound Traffic (Inbound) from the City Limit Line to Bowie St. – lower from 45 mph to 40 mph.

- Northbound Traffic (Outbound) from the Bowie St. to the City Limit line – lower from 45 mph to 40 mph.

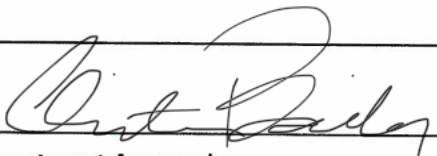
A map detailing the proposed changes is attached. Due to increased traffic along W. Main and associated side streets along with current and planned developments in the area, reduced speeds in this corridor will improve vehicular and pedestrian safety.

City staff has reviewed the attached ordinance and recommend approval. If the speed limit change is approved, City staff will request that larger speed limit signage be installed by TxDOT so the signs are more visible to drivers due to the width of the roadway and adjacent parking spaces.

Attachments:

Map

Ordinance



Department Approval



City Manager Approval



City Attorney Approval



ORDINANCE NO. 2020-13

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FREDERICKSBURG, TEXAS, AMENDING ARTICLE V – SPEED REGULATIONS, OF CHAPTER 44 - TRAFFIC AND MOTOR VEHICLES - OF THE CODE OF ORDINANCES, AMENDING THE MAXIMUM SPEED LIMIT FOR W. MAIN STREET (US 87 NORTH) WITHIN THE CITY LIMITS, DETERMINED UPON THE BASIS OF AN ENGINEERING AND TRAFFIC STUDY FOR SAID ROADWAY.

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

Section 1. That, Chapter 44 - TRAFFIC AND MOTOR VEHICLES, of the Code of Ordinances, is hereby amended by addition of a Section 44-147(b) as follows:

Sec. 44-147. - Designation of maximum speed limits on specific City streets.

(b) It is hereby determined that the prima facie maximum speed limit on certain portions of W. Main Street (US 87 North) routed within the City limits, is hereby stated as follows, which prima facie maximum speed limit shall be effective at all times, and signs will be erected giving notice of the prima facie maximum speed limit so declared, to wit:

FOR NORTHBOUND TRAFFIC

Beginning at milepoint 17.904 (21 feet southeast of Bowie St.) to milepoint 16.954 (Northwest City Limits – 1,452 feet northwest of US 290), a distance of 0.950 miles, a prima facie maximum speed limit of 40 miles per hour.

FOR SOUTHBOUND TRAFFIC

Beginning at milepoint 16.954 (Northwest City Limits – 1,452 feet northwest of US 290) to milepoint 17.904 (21 feet southeast of Bowie St.), a distance of 0.950 miles, a prima facie maximum speed limit of 40 miles per hour.

{End of code text}

Section 2. Severability or Invalidity. If any provision of this ordinance or the application hereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of the ordinance which can be given effect without defeating the purpose or objective of the provisions, and to this end, the provisions of this ordinance are declared to be severable.

Section 3. Repealer. All ordinances and parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 4. Effective Date. This ordinance shall be effective on and after the date of passage and publication, and the posting of signs giving notice of the prima facie maximum speed limit so declared.

PASSED AND APPROVED on this the ____ day of _____, 20____.

Linda Langerhans, Mayor
City of Fredericksburg, Texas

ATTEST:

Shelley Goodwin, TRMC, City Secretary

APPROVED AS TO FORM:

Daniel Jones, City Attorney



CITY COUNCIL MEMO

DATE: May 18, 2020

TO: Mayor and City Council

FROM: Clinton Bailey, P.E., Assistant City Manager/Director of Public Works and Utilities

SUBJECT: Consider Ordinance for Creation of Joint Airport Zoning Board

Summary:

This item is for the first reading and introduction of an ordinance for the creation of a Joint Airport Zoning Board and appointing two Council Members to the Board.

Recommendation:

City staff recommends adoption of the ordinance for the creation of a Joint Airport Zoning Board and appointment of two Council Members to the Board.

Background / Analysis:

During their regular meeting on Nov 25th, 2019 the Gillespie County Commissioners approved the process of updating the airport zoning ordinance via a Joint Airport Zoning Board.

During their regular meeting on March 16, 2020 the City Council voted unanimously to select Council Members Bobby Watson and Gary Neffendorf to serve on the Joint Airport Zoning Board.

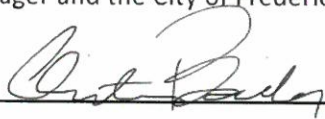
The Airport Zoning Ordinance is established to regulate and restrict the heights of structures and objects of natural growth around the airport to enhance safety of aircraft in flight and objects on the ground.

The following are reasons the Airport Zoning Ordinance should be updated:

- The current Zoning ordinance was adopted in 1978 and is based on a 3800 foot long runway; the runway has since been extended to its current length of 5002 feet
- Recommendation of the 2005 Airport Master Plan
- To meet current TXDOT Aviation Requirements
- Required by specific Grant Assurances - "20) Hazard Removal and Mitigation: It will take appropriate action to assure that such terminal airspace as is required to protect instrument and visual operations to the airport (including established minimum flight altitudes) will be adequately cleared and protected by removing, lowering, relocating, marking, or lighting or otherwise mitigating existing airport hazards and by preventing the establishment or creation of future airport hazards."

Composition of the Airport Zoning Board:

The Gillespie County-Fredericksburg joint **airport zoning board** shall be composed of five members, two to be appointed by the commissioners' court of Gillespie County, Texas, and two to be appointed by the city council of the City of Fredericksburg, Texas. The fifth member shall be elected by a majority of the members so appointed and said fifth member shall serve as chairman of the Gillespie County-Fredericksburg joint **airport zoning board**. It is recommended that there also be two ex-officio members of the Board, one County and one City official consisting of the Gillespie County Airport Manager and the City of Fredericksburg Director of Development Services.



Department Approval



City Manager Approval

ORDINANCE NO. 2020-14

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FREDERICKSBURG, TEXAS, CREATING A JOINT AIRPORT ZONING BOARD; AND INVESTING SUCH JOINT AIRPORT ZONING BOARD WITH THE POWERS AUTHORIZED UNDER THE PROVISIONS OF THE AIRPORT ZONING ACT (CHAPTER 241 OF THE TEXAS LOCAL GOVERNMENT CODE).

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

Section 1. That, subject to like provisions being made by the Commissioners Court of Gillespie County, Texas, by proper order duly promulgated and entered on their minutes, and as authorized by the provisions of the Airport Zoning Act, set forth in Chapter 241 of the Texas Local Government Code, there is hereby created a joint airport zoning board, to be known as the City of Fredericksburg-Gillespie County Joint Airport Zoning Board, which board shall have the powers and exercise the duties set forth in Texas Local Government Code §241.014.

Section 2. That the City of Fredericksburg-Gillespie County Joint Airport Zoning Board shall be composed of five (5) members; two (2) members to be appointed by this City Council and two (2) members to be appointed by the Commissioners Court of Gillespie County, Texas; the fifth (5th) member shall be elected by a majority of the members so appointed and said fifth (5th) member shall serve as Chairman of the City of Fredericksburg-Gillespie County Joint Airport Zoning Board.

Section 3. That in exercising its rights as an appointing authority, the City Council of the City of Fredericksburg, Texas, hereby appoints Bobby Watson and Gary Neffendorf as this City's members on said City of Fredericksburg-Gillespie County Joint Airport Zoning Board, and said members may continue to serve solely at the discretion of this City Council.

Section 4. Severability or Invalidity. If any provision of this ordinance or the application hereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of the ordinance which can be given effect without defeating the purpose or objective of the provisions, and to this end, the provisions of this ordinance are declared to be severable.

Section 5. Repealer. All ordinances and parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 6. Effective Date. This ordinance shall be effective on and after the date of passage and publication when required by law.

PASSED AND APPROVED on this the ____ day of _____, 20____.

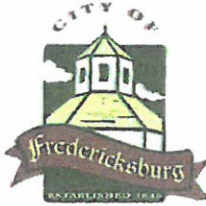
Gary Neffendorf, Mayor Pro Tem
City of Fredericksburg, Texas

ATTEST:

Shelley Goodwin, TRMC, City Secretary

APPROVED AS TO FORM:

Daniel Jones, City Attorney



CITY COUNCIL MEMO

DATE: May 18, 2020

TO: Mayor and City Council

FROM: Laura Hollenbeak, Director of Finance

SUBJECT: Resolution Approving an Investment Policy and Strategy for the Investment of City Funds

Summary:

The Public Funds Investment Act requires that the City's investment policy be reviewed and approved by City Council on an annual basis.

Recommendation:

It is recommended that City Council review and approve the Investment Policy.

Background / Analysis:

A City must adopt a written investment policy by ordinance or resolution. Texas Government Code 2256.005(a). Therefore, regardless of a city's population, it must have a written investment policy if it has any cash or bank investments. A formal policy protects not only the cash assets of the city, but also the elected and finance management officials.

The governing body of an investing entity shall review its investment policy and investment strategies not less than annually. The governing body shall adopt a written instrument by rule, order, ordinance, or resolution stating that it has reviewed the investment policy and investment strategies and that the written instrument so adopted shall record any changes made to either the investment policy or investment strategies. Texas Government Code 2256.005(e).

Attachments:

Resolution
Investment Policy

Saura Hollenbeck

Department Approval



City Attorney Approval



City Manager Approval

RESOLUTION 2020-11R

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
FREDERICKSBURG, TEXAS, RELATED TO THE ANNUAL REVIEW OF THE
CITY'S INVESTMENT POLICY AND INVESTMENT STRATEGIES.**

WHEREAS, Section 2256.005(e) of the Texas Government Code requires the governing body of an investing entity to review its investment policy and investment strategies not less than annually; and

WHEREAS, Section 2256.005(e) of the Texas Government Code further requires the governing body to adopt a written instrument by rule, order, ordinance, or resolution, stating that the governing body has reviewed the investment policy and investment strategies.

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

Section 1. That the City Council hereby reviews, approves, and adopts the City of Fredericksburg Investment Policy, including the investment strategies contained therein, in the form attached hereto as Exhibit "A".

PASSED AND APPROVED this _____ day of _____, 20____.

Mayor

ATTEST:

City Secretary

APPROVED AS TO FORM:

City Attorney



CITY OF FREDERICKSBURG

Investment Policy

The Public Funds Investment Act, Chapter 2256, Texas Government Code, as amended, prescribes that each City is to adopt rules governing its investment practices and to define the authority of the investment officer. The following Investment Policy addresses the methods, procedures, and practices, which must be exercised to ensure effective and judicious fiscal management of the City's funds.

The Director of Finance and City Accountant are designated as the investment officers of the City of Fredericksburg, Texas, and are responsible for all investment decisions and activities.

I. Scope

This Policy applies to all investment activities of the City's funds under its control, except those subject to other investment covenants, or excluded by contract. The Investment Policy will govern the activities of the investment officers and designated deputies in their management of all public funds covered by this Investment Policy.

In order to make effective use of the City's resources, all funds shall be pooled for investment purposes, except for those funds required to be accounted for in other accounts as stipulated by applicable laws, bond covenants, contracts or City policy. The pooled funds will include, but are not limited to, the funds of the General Fund, Electric, Water & Wastewater, Golf, Landfill, Emergency Medical Services and Drainage Funds. Any investments donated to the City for a particular purpose or under terms of use specified by the donor are outside the scope of this Investment Policy.

This Policy also requires the formal adoption of an Investment Strategy that specifically addresses each of the City's fund groups. (See Attachment A)

II. Objectives

The primary objectives, in order of priority, of the City investment activities shall be:

- A. Safety – Investments shall be undertaken in a manner that seeks to ensure the preservation of principal.
- B. Liquidity – The City's investment portfolio will remain sufficiently liquid to enable the City to meet all operating requirements, which might be reasonably anticipated.

- C. Yield – The City’s investment strategy is conservative. Given this strategy, the benchmark used by the Director of Finance to determine whether market yields are being achieved shall be the 90-day T-bill rate. Return on investment is of least importance compared to the safety and liquidity objectives.

Each investment transaction shall seek to first ensure that principal losses are avoided, whether they are from security defaults or erosion of market value.

III. Delegation Of Authority

The Investment Officers may designate deputies to assist with the management of the investment portfolio.

The Investment Officers or designated deputy shall be responsible for all transactions, compliance with internal controls, and insuring that all safekeeping, custodial, and collateral duties are in compliance with this investment policy and other applicable laws and regulations.

IV. Standard Of Care

Investments shall be made with judgment and care, under prevailing circumstances, that a person of prudence, discretion, and intelligence would exercise in the management of the person’s own affairs, not for speculation, but for investment, considering the probable safety of capital and the probable income to be derived. This investment principle shall be applied in the context of managing the overall investment portfolio.

The Investment Officers or designated deputy acting in accordance with written procedures and exercising due diligence, shall not be held personally responsible for an individual security’s credit risk or market price changes, provided that deviations from expectations are reported in a timely manner to the City Manager, and appropriate action is taken to control adverse developments.

V. Ethics And Conflicts Of Interest

The Investment Officers and designated deputies shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. An individual who has a personal business relationship with a business organization offering to engage in an investment transaction with the City shall file a statement with the Texas Ethics Commission and the City Council disclosing that personal business interest. A disclosure statement will also be filed if the Investment Officers or any designated deputy is related within the second degree by affinity of consanguinity, as determined under Chapter 573, to an individual seeking to sell an investment to the City.

For the purpose of this section, an individual has a personal business relationship with a business organization if:

- A. The individual owns 10 percent or more of the voting stock or shares of the business organization, or owns \$5,000 or more of the fair market value of the business organizations;

- B. Funds received by the individual from the business organization exceed 10 percent of the individual's gross income for the previous year; or
- C. The individual has acquired from the business organization during the previous year investments with a book value of \$2,500 or more for the personal account of the individual.

VI. Accounting/Reporting

The Director of Finance shall, not less than quarterly, prepare and submit to the City Council a written report of investment transactions for all funds covered by this investment policy for the preceding reporting period. The report should:

- A. Describe the investment position of the entity on the date of the report;
- B. Be prepared and signed by the Director of Finance and City Manager;
- C. Contain a summary statement prepared in compliance with generally accepted accounting principles that states the beginning market values, additions and changes to the market value, ending market value and fully accrued interest for the reporting period;
- D. State the book value and market value of each separately invested asset at the beginning and end of the reporting period by type of asset and fund type invested;
- E. State the maturity date of each separately invested asset that has a maturity date;
- F. State the compliance of the investment portfolio as it relates to the City's Investment Policy, the City's Investment Strategy and the Public Funds Investment Act; and
- G. The reports should be formally reviewed at least annually by an independent auditor. The method used to monitor the market price of acquired investments is to obtain market rates for the total portfolio from at least two independent brokers or from a recognized entity that provides a similar service.

VII. Internal Controls

The management of the City of Fredericksburg, Texas, is responsible for establishing and maintaining an internal control structure. In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and related costs of internal control structure policies and procedures. The objective of an internal control structure is to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, and that transactions are executed in accordance with management's authorization and recorded properly to permit the preparation of financial statements in accordance with generally accepted accounting principles. Because of inherent limitations in any internal control structure, errors or irregularities may nevertheless occur and not be detected. Also, projection of any evaluation of the structure to future periods is subject to the risk that procedures may become inadequate because of changes in conditions or that the

effectiveness of the design and operation of policies and procedures may deteriorate.

For the purpose of this policy, we have identified procedural controls for the purchase of investments (See Attachment B). Significant internal control structure policies and procedures are beyond the scope of this policy. The Director of Finance shall comply with the City's Internal Control Policies and Procedures at all times.

VIII. Diversification

The City will diversify use of investment types and issuers to avoid incurring unreasonable risks inherent in over-investment in specific instruments, individual issuers or maturities.

The investment portfolio shall not exceed the following guidelines without prior approval of the City Manager:

- A. With the exception of U.S. Treasury securities, Certificates of Deposits, and authorized pools, no more than 50% of the total investment portfolio will be invested in a single investment type. U.S. Treasury securities have no percentage restriction. Certificates of Deposit and authorized pools individually may be no more than 75% of the total investment portfolio.
- B. Investment in any one single U.S. Agency Issue shall not exceed 30% of the total investment portfolio.
- C. Commercial Paper shall not exceed more than 5% of the total investment portfolio.
- D. With the exception of U.S. Treasury securities and Certificates of Deposits, no more than 40% of the total investment portfolio shall be invested with a single issuer. U.S. Treasury securities have no percentage restriction. Certificates of Deposit invested with a single issuer may not exceed 50% of the total portfolio.
- E. Investment with maturities of three years shall be limited to a maximum of 20% of the total portfolio.
- F. The minimum maturity on any individual investment shall be one day (overnight). Maturities will be scheduled to meet liquidity and operating requirements.
- G. The maximum maturity for each investment and the total portfolio will be timed to maturity to meet cash flow needs established by the cash flow analysis. The maximum maturity of any individual investment shall not exceed three (3) years.
- H. The maximum dollar-weighted average maturity of the total investment portfolio is 270 days.

Maturity schedules shall be timed according to anticipated liquidity needs. Investments, from time to time, may be liquidated before maturity for cash-flow purposes. To meet these disbursement schedules, market gains or losses may be required. Any losses for early maturity liquidation should be minimized, and they should be reported as such to the City Manager in a timely manner. Actual risk of default shall be minimized by adequate collateralization. Market risk shall be minimized by diversification of investment type and maturity.

The Director of Finance shall routinely monitor the contents of the investment portfolio, the available markets and the relative values of competing instruments, and will adjust the investment portfolio accordingly, keeping in mind the overall objectives of the investments.

IX. Cash Flow Analysis

The Director of Finance will develop and maintain a comprehensive cash flow analysis for all of the City's fund types. The purposes will be to determine liquidity needs and the available funds for investing. The summarized cash flow analysis reports will be provided to the City Council and the City Manager on a quarterly basis.

X. Authorized Investments

The following is a list of authorized investments:

- A. Obligations issued, guaranteed, insured by, or backed by the full faith and credit of the United States or its agencies and instrumentalities (i.e. U.S. Treasury and Agency Issues).
- B. Certificates of Deposit, which are guaranteed or insured by the Federal Deposit Insurance Corporation or its successor or the National Credit Union Share Insurance Fund or its successor and are secured by obligations of the United States or its agencies and instrumentalities that have a market value of not less than the principal amount of the certificates.
- C. Fully collateralized repurchase agreements that have a defined termination date and are secured by obligations of the United States or its agencies and instrumentalities. The securities purchased by the City must be pledged to the City, held in the City's name and deposited at the time the investment is made with the City's custodial bank. Repurchase agreements can only be placed through primary government securities dealers or financial institutions doing business in Texas. The maximum term for repurchase agreements is ninety (90) days from the date the reverse security repurchase agreement is delivered and securities held as collateral must not mature later than the agreement's expiration date.
- D. Commercial paper with a stated maturity of 270 days or less from the date of issuance. Must be rated not less than A-1 or P-1, or an equivalent, by at least two nationally recognized credit rating agencies or rated by one credit rating agency plus fully secured by an irrevocable letter of credit issued by a domestic bank.
- E. Investment pools that are authorized by Council, invest only in investments approved by the Public Funds Investment Act, have an advisory board and are continuously rated no lower than AAA or AAA-m or at an equivalent rating by at least one nationally recognized rating agency. Investment pools must provide an offering circular, investment transaction confirmations, and monthly reports.
- F. S.E.C. registered no-load money market mutual funds that have a dollar-weighted average stated maturity of ninety (90) days or less and include in its investment objectives the maintenance of a stable net asset value of \$1 for each share.

An investment that requires a minimum rating under this policy does not qualify as an authorized investment during the period the investment does not have the minimum rating. The Director of Finance will take all prudent measures that are consistent with this policy to liquidate an investment that does not have the minimum rating; however, the Director of Finance will not be required to liquidate investments that were authorized investments at the time of purchase.

The Director of Finance is specifically prohibited from investing in:

- A. Structured notes, investments with inverse-floaters, collateralized mortgage obligations, or any other form of derivatives;
- B. Any investment not authorized by this Policy or the Public Funds Investment Act;
- C. Any instrument for which there would not be a ready market for immediate resale;
- D. Any investment pool in which the City would own more than 20% of the market value of the pool;
- E. Highly sophisticated investments not freely conducted in the marketplace e.g., derivatives; and
- F. Any one mutual fund in which the City would own more than 10% of the total assets of the mutual fund.

The Director of Finance is also specifically prohibited from borrowing funds for the purpose of reinvesting the funds to leverage return.

XI. Eligible Institutions

The following financial institutions are eligible for consideration for investment transactions by the Director of Finance:

- A. State or national banks domiciled in the State of Texas.
- B. Savings banks domiciled in the State of Texas.
- C. State or federal credit unions domiciled in the State of Texas.
- D. Brokers approved and designated as primary dealers by the Federal Reserve Bank of New York.
- E. Secondary or regional brokers who meet the following requirements:
 - 1. National Association of Security Dealers certified;
 - 2. Carry Texas State Registration;
 - 3. Have net capital of \$1 million or more for Delivery Versus Payment investment transactions or net capital of \$50 million or more for Repurchase Agreement

- transactions; and
- 4. Have at least five (5) years of operation.

F. Local government investment pools, i.e. Texpool, TexSTAR, etc.

G. S.E.C. registered money market mutual funds.

Due to possible conflicts of interest, we feel that it is in the best interest of the City for the City's depository to be ineligible for quote-qualified investment transactions. Other routine investment transactions, not covered in the scope of this policy such as sweep accounts, certificates of deposit, and float interest earnings, would be allowed with the City's depository.

A written copy of the City's investment policy shall be presented to any financial institution offering to engage in an investment transaction with the City. The qualified representative of the financial institution offering to engage in an investment transaction with the City shall execute an Investment Policy Certification substantially to the effect that the financial institution has:

- A. Received and reviewed the City's investment policy; and
- B. Acknowledged that the financial institution has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the City and the institution that are not authorized by the City's investment policy, except to the extent that this authorization is dependent on an analysis of the makeup of the City's entire portfolio or requires an interpretation of subjective investment standards.

A list of individual qualified institutions authorized to engage in investment transactions with the City shall, at least annually, be reviewed, revised, and adopted by the City Council. (See Attachment C)

All broker/dealers will have on file, with the City, Trading Authorization Agreements.

XII. Security Purchases/Trades

The City will purchase securities on an "as needed" basis only. The City will determine investment requirements based on cash flow analysis and current cash positions. The City will evaluate all bids given for determination of the securities best suited for the City's requirements.

Security selections and term will be determined in accordance with, (1) safety of principal, (2) cash flow needs, (3) investment-type as a percentage of total investment portfolio and (4) yield.

Brokers/dealers are not encouraged to contact the City on currently available securities that the broker/dealers believe are items of interest to the City.

All securities placed will be solicited from no less than three qualified institutions. The Director of Finance will obtain the quotes. All security purchases and trades conducted through the City will be settled with the City's third party custodial bank. The use of Delivery versus Payment (DVP) for investment transactions/purchases, except with investment pools and money market mutual funds, will be continually used by the Director of Finance at the City's third party custodian bank.

The Director of Finance, City Accountant, City Manager, and City Secretary are the only individuals authorized to wire funds for the City. Dual authorization shall be used for all non-repetitive wire transfers.

The City must approve any Substitution of securities on repurchase agreements. The City will only enter repurchase agreements under the terms of the Public Securities Agreement (PSA) – Master Repurchase Agreement format.

XIII. Collateralization Requirements

Consistent with the requirements of the Public Funds Collateral Act, Chapter 2257, Texas Government Code, as amended, the City will require full collateralization of all deposits with depository institutions. In order to anticipate market changes and provide a level of security, the collateralization level will be 102% of market value of principal and accrued interest on the deposits less the amount insured by the Federal Deposit Insurance Corporation. Securities pledged as collateral shall be held in the City's name by an independent third party with whom the City has a current custodial agreement. A clearly marked evidence of ownership must be supplied to the City for retention. The City must approve any release and/or substitution of collateral before such action is taken. Collateral shall be reviewed daily to assure that the market value of the securities pledged equals or exceeds the related deposit.

Securities authorized by the Public Funds Collateral Act are acceptable for collateralization purposes.

Private insurance coverage is not an acceptable collateralization form.

XIV. Investment Training

The Director of Finance and designated deputies shall attend:

- A. At least one training session relating to the Director of Finance or designated deputies' responsibilities within 12 months after taking office or assuming duties.
- B. Investment training sessions not less than once in a two year period and receive not less than ten
(10) ten hours of instruction relating to investment responsibilities.

Training must include education in investment controls, security risks, strategy risks, market risks, diversification of the investment portfolio, and compliance with the Public Funds Investment Act.

All training shall be from an independent source on the list of approved training seminar sponsors. (See Attachment D)

XV. Conclusion

The Director of Finance and designated deputies will adhere to the investment policy in all investment decisions of the City. The Director of Finance will provide quarterly written reports to the City Manager and City Council on the investment activity of the City's investment portfolio.

All current investment activity, which does not comply with the above stated policy, will be allowed to mature, and all future investment activity will be negotiated under the terms of the stated policy.

In conjunction with the annual financial audit, a compliance audit will be performed on management controls and adherence to this policy.

An annual review of the Investment Policy and Strategy will be conducted by the Director of Finance. The Investment Policy and Strategy, with any changes, will then be presented for the City Council to review. Formal adoption of the Investment Policy and Strategy will be documented in the minutes of the City Council meeting and the adopting ordinance.

The investment strategy of the City of Fredericksburg, Texas, is adopted to provide investment guidelines that will minimize the risk of loss. In order to make effective use of the City's resources, all monies shall be pooled into one fund, except for those monies required to be accounted for in other accounts as stipulated by applicable laws, bond covenants, contracts or City policy. Investment priorities (in order of importance) are as follows:

- A. Suitability – Any investment allowed by the Investment Policy is suitable. Maturity schedules shall be timed according to anticipated needs.
- B. Safety of Principal – All investments should be of high quality with no perceived default risk.
- C. Liquidity – Local government investment pools and mutual funds shall provide daily liquidity. Fixed maturity investments shall provide liquidity as required by anticipated needs.
- D. Marketability – Investments should have an active and efficient secondary market to enable the City to liquidate investments prior to the maturity for unanticipated cash requirements.
- E. Diversification – The City will diversify use of security types, issuers and maturities. With the exception of U.S. Treasury securities, Certificates of Deposits, and authorized pools, no more than 50% of the total investment portfolio shall be invested in a single security type. U.S. Treasury securities have no percentage restriction. Certificates of Deposit and authorized pools individually may be no more than 75% of the total investment portfolio. With the exception of U.S. Treasury securities and Certificates of Deposits, no more than 40% of the total investment portfolio shall be invested with a single issuer. U.S. Treasury securities have no percentage restriction. Certificates of Deposit invested with a single issuer may not exceed 50% of the total portfolio. Maturity schedules shall be timed according to anticipated liquidity needs. The maximum dollar-weight average maturity is 270 days.
- F. Yield – The City's investment strategy is conservative. The benchmark used by the Director of Finance to determine whether market yields are being achieved shall be the 90-day T-bill rate.

INVESTMENT PURCHASING PROCEDURAL CONTROLS –

Attachment B

- A. Director of Finance analyzes cash flow and determines specific cash flow needs of the City before any current securities mature or any new money is invested.
- B. Director of Finance agrees to type of security (as allowed or as authorized by law, contract, or investment policy), denominations, and duration.
- C. Director of Finance
 - Obtains three (3) net quotes for securities from authorized brokers listed on Attachment C;
 - Prepares quote listing with relevant information from the offerers;
 - Contacts selected offerer with instructions to buy.
- D. Broker faxes or calls Director of Finance with details of the purchase (disc, etc.).
- E. Director of Finance contacts safekeeping with details, and faxes copy of CUSIP to safekeeping for security verification.
- F. Safekeeping compares CUSIP to delivered securities to initiate payment. The purchase of individual securities shall be executed "delivery versus payment" (DVP) through the Federal Reserve System. By so doing, City funds are not released until the City has received, through the Federal Reserve wire, the securities purchased.
- G. A letter is prepared with Director of Finance signature stating all details of the purchase, and sent to the broker.
- H. The broker must verify the letter for understanding and correctness of securities purchased, sign it, and return it to the City of Fredericksburg.
- I. The investment portfolio and cash flow documents are updated to reflect security transactions. The City Accountant reconciles the investment portfolio with the general ledger daily. The reconciliation is reviewed and approved by the Director of Finance.
- J. Safekeeping receipts are received by a Finance employee who is independent from the initiating or approval of the purchase, and verified with the Daily Balance Report; if correct, the receipts are filed for documentation upon arrival.

LIST OF QUALIFIED INSTITUTIONS –

Attachment C

A list of institutions that are authorized to engage in investment transactions with the City shall, at least annually, be reviewed, revised, and adopted. The following institutions, listed by type, are authorized for use by the investment officer.

Brokers/Dealers:

First Southwest Company
Texas Independent Bank
Edward Jones
Cantella & Co., Inc.

Local government investment pools:

Texpool

Banking Institutions:

Security State Bank & Trust
Arrowhead Bank
Blanco National Bank
Broadway Bank

Guaranty Bank
American Bank of Texas
Chase Bank
HCSB

This list shall be revised when necessary throughout the year to account for additions and deletions.

TRAINING SEMINAR SPONSORS –

Attachment D

All investment training shall be from an independent source approved by the City Council. The following sponsors are hereby approved:

A. Government Finance Officer's Association (GFOA);

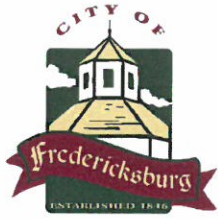
B. Texas Society of Certified Public Accountants (TSCPA);

C. Texas Municipal League (TML);

D. Government Treasurer's Organization of Texas (GTOT);

E. Sponsors approved by the TSCPA and GFOA, GFOAT, GTOT, to provide CPE credits; or

F. Other sponsors approved on an individual basis by the Director of Finance.



CITY COUNCIL MEMO

DATE: May 11, 2020

TO: Mayor and City Council

FROM: Kent Myers, City Manager

SUBJECT: Budget Amendments

Summary:

The attached listing of budget amendments was revised based upon discussion at the last City Council meeting.

Recommendation:

Following Council discussion and any additional revisions, it is recommended that the budget amendments be approved,

Background / Analysis:

With the decreases we are experiencing in several of our major revenue accounts, it is necessary to make amendments to our budget to reduce our expenses for the remainder of the fiscal year. At the last City Council meeting we provided projections on the decreases that we expect in sales tax revenues, HOT revenues, park revenues and several other revenues. We also included proposed reductions in expenses that would help to offset these revenue decreases.

Based upon the prior Council discussion, we have included additional budget reductions in the Street Fund that would allow us to do about ½ of the normal street paving this year. These proposed reductions, and the remaining streets that would be paved, are described in the attached report from Garret Bonn.

We have also added proposed amendments in the Animal Control Donation Fund which were not discussed at the last City Council meeting. Since that meeting, we have received the final payment from the Wallner Estate that was dedicated to animal control services. We have added this payment as a proposed budget amendment along with expenses that we have incurred from this account this year which were not anticipated.

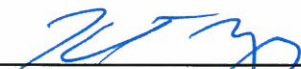
During the previous Council discussion on budget amendments, a question was raised about the Main Street Decorative Lighting Project that is included as a recommended cost reduction of \$225,000. The total cost of this project is \$450,000. The proposed scope of work includes the replacement of 26 streetlight poles and fixtures along both sides of the 100, 200 and 300 blocks of E. Main Street and the 100 block on W. Main Street. The existing light poles were installed in the 1950's and are showing signs of decay and are at the end of their useful life. This budget includes the cost for new streetlight poles, light fixtures, mast arms and the replacement of the concrete foundations. The Council should discuss this project and decide if we want to proceed with this project over the next two years.

Finally, I wanted to mention that we did not discuss the Golf Fund during the prior mid-year budget meeting. Fortunately, this Fund was in good shape prior to the current pandemic. Revenues had exceeded our prior projections and Chris had done a great job in controlling costs. When we had to shut the Course down for several weeks, we took additional steps to reduce expenses. As a result, Chris has indicated that we may be able to stay within our total budget with no additional contributions from the General Fund. It is our recommendation not to make any budget amendments related to the Golf Course at this time but that we continue to monitor expenses and revenues over the next 2-3 months to determine if additional General Fund support will be needed.

Attachments:

Proposed Budget Amendments

Memo on Street Paving Program



Department Approval



City Attorney Approval



City Manager Approval

FY 2020 Mid-Year Proposed Budget Amendments - May 18, 2020 City Council Meeting

G/L Account	Description	2020 Budget	2020 Proposed	Amendment
General Fund Revenues				
01-00-4101-00	Current Ad Valorem Taxes	3,794,150.00	3,820,948.42	26,798.42
01-00-4105-00	Gross Receipt Tax - Phone	95,000.00	110,000.00	15,000.00
01-00-4106-00	Gross Receipt Tax - Atmos Energy	135,000.00	125,000.00	(10,000.00)
01-00-4107-00	In Lieu of Taxes	1,811,693.00	1,800,523.00	(11,170.00)
01-00-4108-00	1/2% City Sales Tax	6,259,500.00	5,234,900.00	(1,024,600.00)
01-00-4120-00	Occupational Licenses	35,000.00	53,600.00	18,600.00
01-00-4122-00	Building Permits	175,000.00	120,000.00	(55,000.00)
01-00-4163-00	Zoning Fees, Etc	20,000.00	22,000.00	2,000.00
01-00-4180-00	Municipal Court Revenues	75,000.00	55,000.00	(20,000.00)
01-00-4213-00	Animal Control Revenue	12,500.00	17,500.00	5,000.00
01-00-4265-00	Miscellaneous Police Revenues	9,000.00	29,000.00	20,000.00
01-00-4282-00	FISD Police Officer Reimbursement	30,000.00	87,000.00	57,000.00
01-00-4315-00	Firehouse Recovery Revenues	24,000.00	20,000.00	(4,000.00)
01-00-4481-00	Miscellaneous Street Dept Rev	10,000.00	3,000.00	(7,000.00)
01-00-4500-00	Pioneer Pavilion	10,000.00	7,000.00	(3,000.00)
01-00-4501-00	Tatsch & Open Air Pavilions	27,500.00	16,000.00	(11,500.00)
01-00-4502-00	Camping	525,000.00	341,000.00	(184,000.00)
01-00-4505-00	Baseball	7,500.00	2,000.00	(5,500.00)
01-00-4506-00	Swimming - Park Pool	25,000.00	18,000.00	(7,000.00)
01-00-4507-00	Swimming - Town Pool	7,000.00	-	(7,000.00)
01-00-4510-00	Concessions	-	500.00	500.00
01-00-4520-00	Adelsverein Halle Rental	5,450.00	2,550.00	(2,900.00)
01-00-4521-00	Kinder Halle	4,450.00	3,000.00	(1,450.00)
01-00-4522-00	Oktoberfest Halle	2,225.00	300.00	(1,925.00)
01-00-4523-00	Market Square Kitchen Rental	850.00	500.00	(350.00)
01-00-4524-00	Fest Room Rental	-	150.00	150.00
01-00-4541-00	Ft Martin Scott Souvenir Sales	3,000.00	1,500.00	(1,500.00)
01-00-4565-00	Miscellaneous Park Revenue	6,000.00	2,500.00	(3,500.00)
01-00-4566-00	Reserve America Fees Revenue	32,000.00	15,000.00	(17,000.00)
01-00-4766-00	Short Term Rental Fee	80,000.00	55,550.00	(24,450.00)
01-00-4767-00	Short Term Rental Fee PAY PAL	3,600.00	6,750.00	3,150.00
01-00-4768-00	STR Fee ACH	7,800.00	2,700.00	(5,100.00)
General Fund Revenues		13,233,218.00	11,973,471.42	(1,259,746.58)
Administration Expenditures				
01-20-1030-00	Regular Wages - Office Employees	465,944.00	461,701.00	(4,243.00)
01-20-2020-00	Social Security	40,127.00	39,802.00	(325.00)
01-20-2030-00	Retirement - TMRS	74,752.00	74,054.00	(698.00)
01-20-2060-00	Insurance - Hospitalization	54,375.00	53,444.00	(931.00)
01-20-2100-00	Professional Education & Training	24,000.00	10,000.00	(14,000.00)
01-20-3030-00	Office Supplies & Forms	12,000.00	6,000.00	(6,000.00)
01-20-3050-00	Ads & Public Notices	7,500.00	5,000.00	(2,500.00)
01-20-3060-00	Protocol & Social	15,000.00	4,000.00	(11,000.00)
01-20-3070-00	Travel Expenses	9,800.00	6,000.00	(3,800.00)
01-20-3140-00	Contract Professional Services	15,000.00	10,000.00	(5,000.00)
01-20-3160-00	TML Conventions	2,000.00	500.00	(1,500.00)
01-20-3190-00	Miscellaneous Admin Expenses	12,000.00	5,000.00	(7,000.00)
01-20-4070-00	Computer/Software Maintenance	27,300.00	26,300.00	(1,000.00)
01-20-4250-00	Election Expenses	14,000.00	7,000.00	(7,000.00)
01-20-4410-00	Gasoline, Oil, & Lubrication	2,000.00	1,500.00	(500.00)
01-20-5012-00	Capital Equipment	5,000.00	-	(5,000.00)
Administration Expenditures		780,798.00	710,301.00	(70,497.00)
Police Expenditures				
01-22-1030-00	Regular Wages - Police Employee	2,492,934.00	2,323,475.00	(169,459.00)
01-22-1050-00	Regular Wages - Part-time Employee	6,600.00	11,600.00	5,000.00
01-22-1070-00	Overtime & Holiday Pay	190,000.00	188,000.00	(2,000.00)
01-22-2020-00	Social Security	207,533.00	194,800.00	(12,733.00)
01-22-2030-00	TMRS	414,598.00	386,393.00	(28,205.00)
01-22-2040-00	Uniforms & Clothing	40,000.00	34,000.00	(6,000.00)
01-22-2090-00	Professional Education & Training	48,000.00	34,000.00	(14,000.00)
01-22-3060-00	Protocol & Social	7,000.00	6,000.00	(1,000.00)
01-22-3070-00	Travel Expenses	25,000.00	19,000.00	(6,000.00)
01-22-4010-00	Communications	60,100.00	46,100.00	(14,000.00)
01-22-4070-00	Computer/Software Maintenance	235,000.00	215,000.00	(20,000.00)

G/L Account	Description	2020 Budget	2020 Proposed	Amendment
01-22-4250-00	Weapons Maintenance & Supplies	50,000.00	46,500.00	(3,500.00)
01-22-4270-00	Gasoline, Oil, & Lubrication	110,000.00	102,000.00	(8,000.00)
01-22-4420-00	Vehicle Maintenance - Autos	25,000.00	21,000.00	(4,000.00)
Police Expenditures		3,911,765.00	3,627,868.00	(283,897.00)
Fire Expenditures				
01-23-2040-00	Uniforms & Clothing	8,000.00	4,000.00	(4,000.00)
01-23-2100-00	Professional Education & Training	45,000.00	20,500.00	(24,500.00)
01-23-3070-00	Travel Expenses	18,500.00	11,500.00	(7,000.00)
01-23-3090-00	Books, Periodicals, Etc	5,000.00	2,500.00	(2,500.00)
01-23-3250-00	Conventions	500.00	-	(500.00)
01-23-4030-00	General Property Maintenance	20,000.00	3,500.00	(16,500.00)
01-23-4150-00	Personal Equipment	45,000.00	35,000.00	(10,000.00)
01-23-4410-00	Gasoline, Oil, & Lubrication	22,000.00	19,000.00	(3,000.00)
01-23-5310-00	Fire Dept Capital Equipment	17,000.00	-	(17,000.00)
Fire Expenditures		181,000.00	96,000.00	(85,000.00)
Street Expenditures				
01-24-1030-00	Regular Wages - Full Time Employee	715,268.00	621,278.79	(93,989.21)
01-24-2020-00	Social Security	58,074.00	50,883.60	(7,190.40)
01-24-2030-00	Retirement - TMRS	115,840.00	102,076.14	(13,763.86)
01-24-2060-00	Insurance - Hospitalization	114,800.00	107,353.00	(7,447.00)
01-24-3030-00	Office Supplies & Forms	8,000.00	600.00	(7,400.00)
01-24-3060-00	Protocol & Social	2,000.00	1,500.00	(500.00)
01-24-3070-00	Travel Expenses	900.00	400.00	(500.00)
01-24-3100-00	Safety	7,500.00	3,500.00	(4,000.00)
01-24-4030-00	General Property Maintenance	26,000.00	6,000.00	(20,000.00)
01-24-4245-00	Sign Materials	25,000.00	12,000.00	(13,000.00)
01-24-4250-00	Street & Bridge Maintenance	20,000.00	12,000.00	(8,000.00)
01-24-4330-00	Asphalt Emulsion	250,000.00	125,000.00	(125,000.00)
01-24-4340-00	Paving Rock	100,000.00	50,000.00	(50,000.00)
01-24-4345-00	Limestone	25,000.00	5,000.00	(20,000.00)
01-24-4350-00	Premix	200,000.00	100,000.00	(100,000.00)
01-24-4360-00	Shop Materials & Supplies	16,000.00	6,500.00	(9,500.00)
01-24-4410-00	Gasoline, Oil, & Lubrication	45,000.00	33,000.00	(12,000.00)
01-24-5465-00	Sidewalks	100,000.00	13,000.00	(87,000.00)
Street Expenditures		1,829,382.00	1,250,091.53	(579,290.47)
Park Expenditures				
01-25-1030-00	Regular Wages - Full Time Employee	625,699.00	609,540.00	(16,159.00)
01-25-1050-00	Regular Wages - Part Time Employee	192,400.00	152,000.00	(40,400.00)
01-25-1070-00	Overtime Wages	18,000.00	15,000.00	(3,000.00)
01-25-2020-00	Social Security	64,597.00	63,361.00	(1,236.00)
01-25-2030-00	Retirement - TMRS	99,886.00	97,228.00	(2,658.00)
01-25-2060-00	Insurance - Hospitalization	113,350.00	108,882.00	(4,468.00)
01-25-3010-00	Utilities	190,000.00	227,000.00	37,000.00
01-25-3020-00	Telephone	1,600.00	1,200.00	(400.00)
01-25-3030-00	Office Supplies & Forms	2,200.00	800.00	(1,400.00)
01-25-3060-00	Protocol & Social	3,500.00	1,200.00	(2,300.00)
01-25-3070-00	Travel Expenses	2,000.00	700.00	(1,300.00)
01-25-3100-00	Safety	2,400.00	2,000.00	(400.00)
01-25-3140-00	Contract Professional Services	8,000.00	4,500.00	(3,500.00)
01-25-3213-00	Credit Card/Bank Fees	-	1,500.00	1,500.00
01-25-3214-00	Reserve America Fees Expense	36,000.00	25,000.00	(11,000.00)
01-25-4019-00	COVID-19 Expense	-	6,000.00	6,000.00
01-25-4020-00	Janitorial/Housekeeping	20,000.00	21,000.00	1,000.00
01-25-4030-00	General Property Maintenance	14,000.00	10,000.00	(4,000.00)
01-25-4040-00	Small Tools & Equipment	26,000.00	21,000.00	(5,000.00)
01-25-4066-00	TV Services	25,000.00	21,000.00	(4,000.00)
01-25-4070-00	Computer/Software Maintenance	11,800.00	18,000.00	6,200.00
01-25-4080-00	Roads & Grounds Maintenance	32,000.00	22,500.00	(9,500.00)
01-25-4100-00	Market Square Expenses	35,000.00	30,000.00	(5,000.00)
01-25-4110-00	Ft Martin Scott Maintenance	30,000.00	18,000.00	(12,000.00)
01-25-4111-00	Ft Martin Scott Souvenirs	4,000.00	1,700.00	(2,300.00)
01-25-4180-00	July 4th Fireworks	25,000.00	23,000.00	(2,000.00)
01-25-4190-00	Miscellaneous Park Dept Expenses	1,700.00	1,000.00	(700.00)
01-25-4200-00	Pavilion Maintenance	8,000.00	6,000.00	(2,000.00)
01-25-4220-00	Refuse Supplies	1,500.00	-	(1,500.00)

G/L Account	Description	2020 Budget	2020 Proposed	Amendment
01-25-4230-00	Swimming Pools Expenses	45,000.00	40,000.00	(5,000.00)
01-25-4260-00	Sports Facilities Maintenance	25,000.00	15,000.00	(10,000.00)
01-25-4265-00	Playground Maintenance	4,000.00	-	(4,000.00)
01-25-4270-00	General Operations	5,000.00	3,000.00	(2,000.00)
01-25-4275-00	Contract Tree Trimming	4,000.00	-	(4,000.00)
01-25-4276-00	Christmas Decorations Repair	7,500.00	6,000.00	(1,500.00)
01-25-4340-00	Comfort Stations	1,200.00	3,000.00	1,800.00
01-25-4410-00	Gasoline, Oil, & Lubrication	26,000.00	16,000.00	(10,000.00)
01-25-4430-00	Vehicle Maintenance - Trucks	3,000.00	1,200.00	(1,800.00)
01-25-4435-00	Fleet Lease	90,000.00	78,000.00	(12,000.00)
01-25-4440-00	Tractor/heavy Equipment Maintenance	3,500.00	3,000.00	(500.00)
01-25-4450-00	Other Equipment Maintenance	4,500.00	1,800.00	(2,700.00)
01-25-4545-00	Programming	10,000.00	5,500.00	(4,500.00)
01-25-4546-00	Special Events	8,000.00	4,100.00	(3,900.00)
01-25-5521-00	RV Campgrounds Improvements	20,000.00	13,000.00	(7,000.00)
01-25-5539-00	Oakcrest Park Improvements	150,000.00	-	(150,000.00)
01-25-5540-00	RV Park Restroom Replacement	240,000.00	4,500.00	(235,500.00)
01-25-5541-00	Fort Trail Stabilization	25,000.00	22,600.00	(2,400.00)
01-25-5542-00	Town Pool Filter/Sand Replacement	8,000.00	-	(8,000.00)
01-25-5543-00	MarktPlatz Pedestal Replacement	18,000.00	14,000.00	(4,000.00)
01-25-5544-00	Oktoberfest Repaint/Repair	32,000.00	60,000.00	28,000.00
01-25-5545-00	Kinder Halle Repaint/Repairs	32,000.00	56,000.00	24,000.00
01-25-5546-00	MarktPlatz Arbor Repair/Repaint	34,000.00	56,000.00	22,000.00
01-25-5547-00	MarktPlatz Light Pole Replacement	22,000.00	24,000.00	2,000.00
Park Expenditures		2,411,332.00	1,935,811.00	(475,521.00)
Development Services Expenditures				
01-27-2090-00	Professional Org - Personal	7,500.00	5,000.00	(2,500.00)
01-27-2100-00	Prof Education & Training	7,500.00	5,000.00	(2,500.00)
01-27-3060-00	Protocol & Social	4,500.00	1,500.00	(3,000.00)
01-27-3070-00	Travel Expenses	11,000.00	5,000.00	(6,000.00)
01-27-3130-00	Legal Expenses	20,000.00	200,000.00	180,000.00
01-27-3135-00	Nuisance Abatement	6,000.00	2,000.00	(4,000.00)
01-27-4040-00	Small Tools & Equipment	5,000.00	2,000.00	(3,000.00)
01-27-4070-00	Computer/Software Maintenance	39,000.00	38,000.00	(1,000.00)
01-27-4720-00	Historic Building Maintenance	40,000.00	13,000.00	(27,000.00)
Development Services Expenditures		140,500.00	271,500.00	131,000.00
Health Expenditures				
01-28-2100-00	Professional Education & Training	750.00	450.00	(300.00)
01-28-3030-00	Office Supplies	500.00	300.00	(200.00)
01-28-3040-00	Postage, Freight, Etc	400.00	200.00	(200.00)
01-28-3060-00	Protocol & Social	250.00	50.00	(200.00)
01-28-3070-00	Travel Expenses	1,600.00	1,000.00	(600.00)
01-28-3090-00	Books, Periodicals, Etc	100.00	50.00	(50.00)
Health Expenditures		3,600.00	2,050.00	(1,550.00)
Municipal Court Expenditures				
01-29-2100-00	Professional Education & Training	800.00	100.00	(700.00)
01-29-3010-00	Utilities	2,500.00	1,500.00	(1,000.00)
01-29-3040-00	Postage, Freight, Etc	2,700.00	700.00	(2,000.00)
01-29-3070-00	Travel Expenses	1,200.00	700.00	(500.00)
01-29-3190-00	Miscellaneous Municipal Court Expenses	1,500.00	500.00	(1,000.00)
Municipal Court Expenditures		8,700.00	3,500.00	(5,200.00)
Engineering Expenditures				
01-30-1050-00	Regular Wages - Part Time Employee	1,000.00	-	(1,000.00)
01-30-2020-00	Social Security	9,698.00	(76.50)	(9,774.50)
01-30-2100-00	Professional Education & Training	3,500.00	500.00	(3,000.00)
01-30-3070-00	Travel Expenses	1,200.00	200.00	(1,000.00)
01-30-3140-00	Contract Professional Services	5,000.00	1,000.00	(4,000.00)
01-30-4410-00	Gasoline, Oil, Lubrication	2,000.00	1,500.00	(500.00)
Engineering Expenditures		22,398.00	3,123.50	(19,274.50)
General Fund Revenue Total		13,233,218.00	11,973,471.42	(1,259,746.58)
General Fund Expenditure Total		9,289,475.00	7,900,245.03	(1,389,229.97)
General Fund Net Amount		3,943,743.00	4,073,226.39	129,483.39

G/L Account	Description	2020 Budget	2020 Proposed	Amendment
Electric Fund Revenues				
02-00-4102-00	Commercial Sales	6,700,000.00	5,957,200.00	(742,800.00)
02-00-4183-00	Proceeds - Electric System Revenue Notes 2020	-	2,300,000.00	2,300,000.00
Electric Fund Revenues		6,700,000.00	8,257,200.00	1,557,200.00
Electric Fund Expenditures				
02-21-1030-00	Regular Wages - Full Time Employee	993,715.00	985,256.00	(8,459.00)
02-21-2020-00	Social Security	81,294.00	80,647.00	(647.00)
02-21-2030-00	Retirement - TMRS	162,800.00	161,405.00	(1,395.00)
02-21-2060-00	Insurance - Hospitalization	125,137.00	123,312.00	(1,825.00)
02-21-2100-00	Professional Education & Training	12,000.00	6,000.00	(6,000.00)
02-21-3140-00	Contract Professional Services	45,000.00	42,000.00	(3,000.00)
02-21-3250-00	In Lieu of Taxes	966,216.00	906,792.00	(59,424.00)
02-21-3261-00	Issuance Costs - Electric System Revenue Notes 2020	-	44,830.00	44,830.00
02-21-4030-00	General Property Maintenance	20,000.00	12,000.00	(8,000.00)
02-21-4040-00	Small Tools & Equipment	25,450.00	12,000.00	(13,450.00)
02-21-4240-00	Power Purchases	7,000,000.00	6,500,000.00	(500,000.00)
02-21-4430-00	Gasoline, Oil, & Lubrication	13,000.00	10,000.00	(3,000.00)
02-21-4435-00	Vehicle Maintenance - Trucks	29,000.00	20,000.00	(9,000.00)
02-21-5275-00	Electric Department Building	45,000.00	2,300,000.00	2,255,000.00
02-21-5287-00	Main St Decorative Lighting	225,000.00	-	(225,000.00)
02-21-5373-00	Street Lighting & Signal Sys	40,000.00	5,000.00	(35,000.00)
02-21-5381-00	Sandcastle URG Rehab	35,000.00	-	(35,000.00)
02-21-5382-00	Replace Substation Breakers	20,000.00	-	(20,000.00)
New	Principal - Electric System Revenue Notes, 2020	-	280,000.00	280,000.00
New	Interest - Electric System Revenue Notes, 2020	-	20,072.29	20,072.29
		9,838,612.00	11,509,314.29	1,670,702.29
Electric Fund Revenue Total		6,700,000.00	8,257,200.00	1,557,200.00
Electric Fund Expenditure Total		9,838,612.00	11,509,314.29	1,670,702.29
Electric Fund Net Amount		(3,138,612.00)	(3,252,114.29)	(113,502.29)
Water Fund Revenues				
03-00-4107-00	Water Sales - Commercial	1,317,000.00	1,267,600.00	(49,400.00)
03-00-4150-00	Interest Income	60,000.00	400,000.00	340,000.00
03-00-4207-00	Sewer Sales - Commercial	1,254,200.00	1,246,780.00	(7,420.00)
03-00-4265-00	Miscellaneous Sewer Revenue	85,000.00	175,000.00	90,000.00
03-00-4500-00	Water Impact Fee	120,000.00	232,000.00	112,000.00
03-00-4505-00	Sewer impact Fee	120,000.00	183,000.00	63,000.00
Water Fund Revenues		1,639,200.00	2,236,780.00	597,580.00
Water Fund Expenditures				
03-21-1030-00	Regular Wages - Full Time Employee	1,276,930.00	1,268,471.00	(8,459.00)
03-21-2020-00	Social Security	107,240.00	106,593.00	(647.00)
03-21-2030-00	Retirement - TMRS	214,454.00	213,062.00	(1,392.00)
03-21-2060-00	Insurance - Hospitalization	202,687.00	200,862.00	(1,825.00)
03-21-2100-00	Professional Education & Training	12,000.00	8,000.00	(4,000.00)
03-21-3030-00	Office Supplies & Forms	10,000.00	6,000.00	(4,000.00)
03-21-3040-00	Postage, Freight, Etc	15,000.00	10,000.00	(5,000.00)
03-21-3060-00	Protocol & Social	8,500.00	4,000.00	(4,500.00)
03-21-3070-00	Travel Expenses	5,500.00	3,000.00	(2,500.00)
03-21-3250-00	In Lieu of Taxes	627,421.00	675,227.00	47,806.00
03-21-3259-00	Cost of Issuance - 2020 Utility Revenue Refunding Bonds	-	76,902.86	76,902.86
03-21-4410-00	Gasoline, Oil & Lubrication	42,000.00	32,000.00	(10,000.00)
03-21-5313-00	SCADA	50,000.00	40,000.00	(10,000.00)
03-21-5414-00	Bell St Water line Rehab Project	150,000.00	100,000.00	(50,000.00)
03-21-5427-00	Oversizing Utility Hotel Conference	865,000.00	-	(865,000.00)
03-21-5428-00	290 E Sewer Extension	1,515,000.00	-	(1,515,000.00)
03-21-5432-00	Forklift FY 2020	15,000.00	-	(15,000.00)
03-21-5434-00	Boot Ranch Lift Station Pumps	100,000.00	33,000.00	(67,000.00)
03-21-5435-00	Work Order Management System	55,000.00	-	(55,000.00)
03-21-5436-00	Decommission Windcrest Lift Station	20,000.00	8,000.00	(12,000.00)
03-21-5438-00	Wastewater Modeling Software	25,000.00	21,000.00	(4,000.00)
New	Interest - 2020 Utility Revenue Refunding Bonds	-	46,570.67	46,570.67
Water Fund Expenditures		5,316,732.00	2,852,688.53	(2,464,043.47)
Water Fund Revenues		1,639,200.00	2,236,780.00	597,580.00
Water Fund Expenditures		5,316,732.00	2,852,688.53	(2,464,043.47)
Water Fund Net Amount		(3,677,532.00)	(615,908.53)	(1,866,463.47)

G/L Account	Description	2020 Budget	2020 Proposed	Amendment
Solid Waste Revenues				
05-00-4103-00	Recycling Revenues	-	5,600.00	5,600.00
	Solid Waste Revenues	-	5,600.00	5,600.00
Solid Waste Expenditures				
05-21-1030-00	Regular Wages - Full-time employee	886,888.00	860,388.00	(26,500.00)
05-21-2020-00	Social Security	73,860.00	71,833.00	(2,027.00)
05-21-2030-00	Retirement - TMRS	147,760.00	143,400.00	(4,360.00)
05-21-2060-00	Insurance - Hospitalization	163,587.00	157,741.00	(5,846.00)
05-21-3060-00	Protocol & Social	4,500.00	2,000.00	(2,500.00)
05-21-3140-00	Contract Professional Services	4,000.00	7,625.85	3,625.85
05-21-3250-00	In Lieu of Taxes	218,056.00	218,504.00	448.00
05-21-4266-00	Recycling Expenses	15,000.00	10,000.00	(5,000.00)
05-21-4266-00	Grinding of Debris	50,000.00	21,400.00	(28,600.00)
05-21-4410-00	Gasoline	97,900.00	80,000.00	(17,900.00)
05-21-5040-00	Cell #8 Construction	1,320,000.00	847,200.00	(472,800.00)
05-21-5559-00	Replace Windscreens (100')	25,000.00	23,000.00	(2,000.00)
	Solid Waste Expenditures	3,006,551.00	2,443,091.85	(563,459.15)
	Solid Waste Fund Revenues	-	5,600.00	5,600.00
	Solid Waste Fund Expenditures	3,006,551.00	2,443,091.85	(563,459.15)
	Solid Waste Fund Net Amount	(3,006,551.00)	(2,437,491.85)	569,059.15
EMS Fund Revenues				
06-00-4101-00	EMS Revenues	2,300,000.00	2,200,000.00	(100,000.00)
	EMS Fund Revenues	2,300,000.00	2,200,000.00	(100,000.00)
EMS Fund Expenditures				
06-21-2040-00	Uniforms & Clothing	13,000.00	8,000.00	(5,000.00)
06-21-2100-00	Professional Education & Training	20,000.00	10,000.00	(10,000.00)
06-21-2221-00	Medical Vaccinations & Tests	6,000.00	5,000.00	(1,000.00)
06-21-3030-00	Office Supplies & Forms	5,000.00	4,000.00	(1,000.00)
06-21-3050-00	Advertising & Public Notices	1,200.00	100.00	(1,100.00)
06-21-3060-00	Protocol & Social	5,000.00	4,000.00	(1,000.00)
06-21-3070-00	Travel Expenses	12,500.00	6,500.00	(6,000.00)
06-21-3090-00	Books, Periodicals, Etc	1,500.00	900.00	(600.00)
06-21-3250-00	Conventions	2,000.00	-	(2,000.00)
06-21-4020-00	Janitorial/Housekeeping	4,000.00	3,000.00	(1,000.00)
06-21-4030-00	General Property Maintenance	28,000.00	23,000.00	(5,000.00)
06-21-4070-00	Computer/Software Maintenance	31,800.00	28,050.00	(3,750.00)
06-21-4410-00	Diesel, Oil, & Lubrication	32,500.00	29,500.00	(3,000.00)
06-21-5600-00	Heart Monitor	37,500.00	34,000.00	(3,500.00)
	EMS Fund Expenditures	200,000.00	156,050.00	(43,950.00)
	EMS Fund Revenues	2,300,000.00	2,200,000.00	(100,000.00)
	EMS Fund Expenditures	200,000.00	156,050.00	(43,950.00)
	EMS Fund Net Amount	2,100,000.00	2,043,950.00	(56,050.00)
Tourism Fund Revenues				
07-00-4109-00	7% Hotel Occupancy Tax Revenues	3,600,000.00	2,900,000.00	(700,000.00)
07-00-4116-00	Marktplatz Improvements - Pledges/Donations	-	20,000.00	20,000.00
	Tourism Fund Revenues	3,600,000.00	2,920,000.00	(680,000.00)
Tourism Fund Expenditures				
07-21-1050-00	Regular Wages - Part-time Employee	25,635.00	15,000.00	(10,635.00)
07-21-2020-00	Social Security	7,196.00	6,383.00	(813.00)
07-21-2090-00	Professional Org - Personal	300.00	-	(300.00)
07-21-2100-00	Prof Education & Training	1,000.00	400.00	(600.00)
07-21-3259-00	Hotel Tax Dist - CVB 5/7	2,571,429.00	2,023,304.00	(548,125.00)
07-21-3260-00	Hotel Tax Distributions	480,000.00	506,000.00	26,000.00
07-21-4030-000	General Property Maint - CVB	21,000.00	13,000.00	(8,000.00)
07-21-4173-00	Special Events	34,700.00	31,000.00	(3,700.00)
07-21-4174-00	Special - Events - Equipment	1,000.00	600.00	(400.00)
07-21-5701-00	Marktplatz Improvements	200,000.00	50,000.00	(150,000.00)
	Tourism Fund Expenditures	3,342,260.00	2,645,687.00	(696,573.00)
	Tourism Fund Revenues	3,600,000.00	2,920,000.00	(680,000.00)
	Tourism Fund Expenditures	3,342,260.00	2,645,687.00	(696,573.00)
	Tourism Fund Net Amount	257,740.00	274,313.00	16,573.00

G/L Account	Description	2020 Budget	2020 Proposed	Amendment
Drainage Fund Expenditures				
10-21-3010-00	Utilities	7,500.00	-	(7,500.00)
10-21-3020-00	Telephone	4,500.00	-	(4,500.00)
10-21-3030-00	Office Supplies	1,500.00	200.00	(1,300.00)
10-21-3060-00	Protocol & Social	1,500.00	500.00	(1,000.00)
10-21-3070-00	Travel Expenses	3,000.00	-	(3,000.00)
10-21-3140-00	Contract Professional Services	1,000.00	-	(1,000.00)
10-21-4020-00	Janitorial/Housekeeping	4,500.00	-	(4,500.00)
10-21-4100-00	Herbicide-Arundo Donax Control	30,000.00	10,000.00	(20,000.00)
10-21-4285-00	Tree Care & Replacement	15,000.00	5,000.00	(10,000.00)
10-21-4410-00	Gasoline, Oil, & Lubricants	20,000.00	5,000.00	(15,000.00)
10-21-6084-00	Principal - Wheel Loader	46,667.00	-	(46,667.00)
10-21-6094-00	Principal - Tractor & Shredder	22,226.00	-	(22,226.00)
10-21-6100-00	Principal - Herb App (3 pt & Trl)	2,735.00	-	(2,735.00)
Drainage Fund Expenditures		160,128.00	20,700.00	(139,428.00)
Animal Shelter/Control Donation Special Revenue Acct Revenues				
42-00-4214-00	Animal Shelter/Control Donation	3,000.00	499,521.77	496,521.77
	Animal Shelter/Control Donation Special Revenue Acct Revenues	3,000.00	499,521.77	496,521.77
Animal Shelter/Control Donation Special Revenue Acct Expenditures				
42-22-4035-00	Animal Control Expenses	8,000.00	28,000.00	20,000.00
	Animal Shelter/Control Donation Special Revenue Acct Expenditures	8,000.00	28,000.00	20,000.00
	Animal Shelter/Control Donation Special Revenue Acct Revenues	3,000.00	499,521.77	496,521.77
	Animal Shelter/Control Donation Special Revenue Acct Expenditures	8,000.00	28,000.00	20,000.00
	Animal Shelter/Control Donation Special Revenue Acct Net Amount	(5,000.00)	471,521.77	476,521.77

From: [Garret Bonn](#)
To: [Kent Myers](#)
Cc: [Glenn Koennecke](#); [Clinton Bailey](#); [Evan Williamson](#)
Subject: Paving Program Changes - UPDATED
Date: Monday, May 11, 2020 2:56:00 PM

Kent:

Based on comments/recommendations from the Council, City staff has updated the potential paving program savings. Here is a summary of the proposed changes which basically reduces the budget amounts by 50% (limestone stockpiles are pretty large and we have been using millings from the Friendship Lane mill and overlay projects so that budget was reduced by 80%):

Acct #	Description	2020 Budget	2020 Proposed	Amendment
01-24-4330-00	Asphalt Emulsion	\$ 250,000.00	\$ 125,000.00	\$ (125,000.00)
01-24-4340-00	Paving Rock	\$ 100,000.00	\$ 50,000.00	\$ (50,000.00)
01-24-4345-00	Limestone	\$ 25,000.00	\$ 5,000.00	\$ (20,000.00)
01-24-4350-00	Premix	\$ 200,000.00	\$ 100,000.00	\$ (100,000.00)
TOTALS		\$ 575,000.00	\$ 280,000.00	\$ (295,000.00)

As you may recall, we rebid all of the material contracts earlier this fiscal year and the low bids were at or below the estimates we utilized in preparing the FY 2020 budget amounts. Therefore, the changes noted above will still allow the Street Dept. to complete approx. 100,000 square yards of paving. The typical paving program includes 200,000-225,000 square yards which represents around 10% of the streets in the City. As Clinton mentioned during the last Council meeting, we are constantly monitoring street conditions so some streets are paved more often and some less but on average, we try to repave each street once every 10 years. The changes noted above should still allow us to complete the high priority projects for this year but we will need to monitor the condition of the streets closely to ensure we do not fall behind in the street maintenance program which could lead to more costly reconstruction projects. With the hiring freeze, the Street Dept. will also be short three workers due to retirements (2) and one member being at Navy basic training so we intend to utilize personnel from the Stormwater/Vegetation Mgmt Program while paving operations are underway. The plan would then be to fill any vacant positions starting on Oct. 1st (FY 2021).

Priority projects identified for the reduced paving program for this year include, but are not limited to:

- Bell St. – to coincide with water line project being completed in-house
- Lady Bird Johnson RV Park
- Woodcrest St.
- E. Walch Ave.
- Wellness Ct.
- Bluebonnet St.
- Lupine Ln.
- Cross Mountain Dr.
- Stone Ridge Subdivision (including Amberstone, Stonewood, Stonehaven, Stoneledge)
- Settlement Dr.
- Chase Bank Parking Area – in accordance with lease agreement
- Pioneer Pavilion driveway
- Main travel lane base repair/repaving along various streets in and around the Central Business District

As discussed, one of the major projects that would be put on hold would be repaving of the Sandcastle Subdivision area but Street Dept. crews have completed the necessary prep work for the paving project and there does not appear to be an issue with postponing the repaving until next Summer (2021).

Garret Bonn, P.E., CFM
Assistant City Engineer

City of Fredericksburg
126 West Main Street
Fredericksburg, TX 78624
Direct 830.990.2020
Office 830.997.7521
www.fbgtx.org



CITY COUNCIL MEMO

DATE: May 12, 2020
TO: Mayor and City Council
FROM: Kent Myers, City Manager
SUBJECT: Resignation of Mayor

Summary:

As you know, Mayor Langerhans has announced her resignation as Mayor effective on May 17. This agenda item is intended for the City Attorney to share with both the City Council and the general public the requirements for filling this position.

Recommendation:

It is recommended that the City Council vote to accept the Mayor's resignation and then proceed with Daniel's report on the requirements for filling the Mayor position and the vacancy on the City Council. The Council discussion can take place in Executive Session if the Council chooses and this item is included as an agenda item under Executive Sessions.

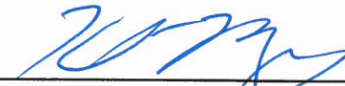
Background / Analysis:

Attachments:



Department Approval


City Attorney Approval



City Manager Approval



CITY COUNCIL MEMO

DATE: May 12, 2020

TO: Mayor and City Council

FROM: Kent Myers, City Manager

SUBJECT: Reopening of City Facilities

Summary:

At Monday's City Council meeting we have scheduled another discussion and approval of reopening various City facilities.

Recommendation:

It is recommended that the City Council consider the attached reports with recommended opening dates for City facilities.

Background / Analysis:

The City Council has previously approved the reopening of certain City facilities including limited use of the Golf Course, Dog Park, Batting Cages and public restrooms. At Monday's Council meeting we want to continue this discussion and consider the reopening of City Hall and the City Hall Annex, the Recycling Center, City Park facilities and additional phases for reopening the Golf Course. Attached are reports and recommendations from City staff on the reopening plans for these facilities.

If the Council approves these plans, major precautions will be implemented to protect both City employees and the general public from exposure to the virus. In addition, if the County experiences a sudden increase in the number of positive tests, we will delay these reopening plans.

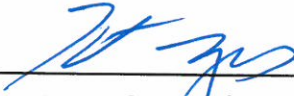
Attachments:

Reopening of City Hall and the City Hall Annex

Reopening of the Recycling Center

Reopening of City Park Facilities

Phase 3 and 4 of the Reopening of the Golf Course



Department Approval



City Manager Approval



City Attorney Approval



Date: May 12, 2020

To: Mayor and City Council

From: Kent Myers, City Manager

Subject: Reopening of City Hall and the City Hall Annex

It is recommended that City Hall and the City Hall Annex be reopened to the public on Monday, June 1. This would allow us to make minor modifications to the customer service areas including the installation of plexiglass shields. And we could make sure that we are all set to implement the health protocols recommended by DSHS and CDC. Also, this would provide additional time for some of our employees to secure childcare services for their children.

This approval would be subject to the continued lack of positive tests in our community. If we experience a sudden increase in the numbers of positive tests over the next two weeks, then it is recommended that this reopening be delayed.

Attached is a copy of the Checklist for Office Based Employees that we will follow when these buildings are reopened. Although we do not have to comply with occupancy limits, we will need to follow the social distancing guidelines which will be a challenge in several of our smaller work areas. We will also continue with regular temperature checks for all employees in these buildings and our increased level of janitorial services will also continue.



☒ **CHECKLIST FOR ALL OFFICE-BASED EMPLOYEES**

Page 1 of 1

The following are the minimum recommended health protocols for all office-based employees in Texas. These minimum health protocols are not a limit on the health protocols that individuals may adopt. Individuals are encouraged to adopt additional protocols consistent with their specific needs and circumstances to help protect the health and safety of all Texans.

The virus that causes COVID-19 can be spread to others by infected persons who have few or no symptoms. Even if an infected person is only mildly ill, the people they spread it to may become seriously ill or even die, especially if that person is 65 or older with pre-existing health conditions that place them at higher risk. Because of the hidden nature of this threat, everyone should rigorously follow the practices specified in these protocols, all of which facilitate a safe and measured reopening of Texas. The virus that causes COVID-19 is still circulating in our communities. We should continue to observe practices that protect everyone, including those who are most vulnerable.

Please note, public health guidance cannot anticipate every unique situation. Individuals should stay informed and take actions based on common sense and wise judgment that will protect health and support economic revitalization.

Health protocols for individuals:

- ☐ Maintain at least 6 feet separation from other individuals not within the same household. If such distancing is not feasible, other measures such as face covering, hand hygiene, cough etiquette, cleanliness, and sanitation should be rigorously practiced.
- ☐ Self-screen before going into an office for any of the following new or worsening signs or symptoms of possible COVID-19:

☐ Cough	☐ Sore throat
☐ Shortness of breath or difficulty breathing	☐ Loss of taste or smell
☐ Chills	☐ Diarrhea
☐ Repeated shaking with chills	☐ Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
☐ Muscle pain	☐ Known close contact with a person who is lab confirmed to have COVID-19
☐ Headache	
- ☐ Wash or disinfect hands upon entering an office and after any interaction with employees, contractors, customers, or items in the office.
- ☐ Limit the use of standard-size elevators to four individuals at a time, each located at a different corner of the elevator, to avoid close contact. In elevators, masks should be worn. For individuals not wishing to ride an elevator, ensure stairways are available for use. As appropriate, individuals subject to the Americans with Disabilities Act may ride the elevator alone or accompanied by the individual's caregiver.
- ☐ Consistent with the actions taken by many individuals across the state, consider wearing a cloth face covering (over the nose and mouth) upon entering the premises and when using common areas, including elevators, restrooms, break rooms, or stairs, or when within 6 feet of another person who is not a member of the individual's household. If available, you should consider wearing non-medical grade face masks.

Memo

To: Kent Myers, City Manager
CC: Clinton Bailey, Assistant City Manager
Kerry Schmidt, Sanitation Dept. Superintendent
From: Garret Bonn, Assistant City Engineer
Date: May 12, 2020
Re: Sanitation Department – Recycling Center

In response to the COVID-19 pandemic and to ensure the safety of customers and City personnel, the City of Fredericksburg Recycling Center was temporarily closed on Thursday, March 26th. As part of the ongoing effort to reopen many City facilities, the Sanitation Division intends to return to fully-staffed operations the week of May 25th. Returning to full strength will allow the division to catch up on any delayed operations and allow the Recycling Center personnel to prepare the facility for reopening on June 1st.

Similar to what is being done at local grocery stores and retail centers, in order to minimize personal contact at the Recycling Center, all customers will be directed to remain in their vehicles while City personnel are unloading materials. City personnel will be required to wear face masks and gloves and all customers will be asked to communicate with City personnel via the passenger or rear vehicle windows to maintain 6 feet of separation.

If the reopening plan is approved, appropriate signage will be placed at the Recycling Center alerting customers of the reopening date and the instructions for dropping off recyclables.

Memo

To: Mayor and City Council

From: Andrea Schmidt, Parks & Recreation Director

Date: May 11, 2020

Re: Discussion on opening additional park facilities

On Monday, May 18th, Governor Abbott is expected to have additional information on reopening facilities across the state. This new information will affect what park facilities are recommended to reopen.

The Governor has already allowed museums to reopen with lower attendance so I recommend opening Fort Martin Scott on Thursday, 5/21, while following the museum guidelines.

Discussion will be needed about possibly reopening Lady Bird Park facilities on Thursday, 5/21, prior to Memorial Day weekend. This would include the buildings, open pavilions and the RV Park for new reservations and all restrooms. The number of people in groups will need to be determined. We would like to open other park facilities outside Lady Bird Park on June 1st, if possible.

The following facilities are open at this time:

- Dog Park
- Cross Mountain Park restroom
- Pavilion #3 and #5 restrooms at LBJ Park
- One restroom in RV camping area
- Convention and Visitor's Center Restroom
- Restrooms at Marktplatz
- Batting cages

The following facilities are closed.

- Fort Martin Scott buildings
- Tatsch House and Pioneer Pavilion
- Other restrooms in LBJ Park
- Old Fair Park basketball pavilion and skate park
- All playgrounds
- Open pavilions for reservations (these are still available for 1st come, 1st serve, at this time for groups 10 or less)
- New RV reservations



May 11, 2020

To: Clinton Bailey
From: Chris Meade
Re: Continued re-opening Lady Bird Golf Course

Clinton,

As restrictions to business of all types continue to be relaxed across the nation, we feel the continued opening of Lady Bird and its amenities are not only safe but appropriate at this time. I have drafted Phase Three and Four for your review and submission to the council for approval.

Phase Three, which we would hope to have approved at the meeting on 5/18 and take affect on 5/19 would continue the very stringent cleaning and sanitizing efforts already in place and include the following adjustments to operations:

- *Re-Opening of the Red Bird Grill for "to go" orders – no table service inside or out during this phase*
- *Increasing hours of operation for the golf shop/golf course*
- *Limited access (two at a time) into the golf shop*
- *ALL customers entering the RBG or Golf Shop will be required to wear a face covering mask to limit any potential exposure to co-workers and other guests in the area*
- *Beverage Cart will be put into service during periods of high traffic*

Considering the timing of the next couple council meetings, I would also like to submit Phase Four at this time for review and acceptance with a "take affect" date of June 1st (Pending any change in the case count in Gillespie County or changes to the Governor's Orders). Key operational changes in Phase Four:

- *Re-Opening of the Driving Range*
- *Increasing hours of operation of the golf shop/golf course – Resume Monday hours*
- *RBG to offer table service in accordance with the current occupancy restrictions*

Following our first week of operations, I can report that not only was it widely successful based on the comments and gratitude shown by our golfers, it was done in a manner that exceeds any sanitization process that could be suggested by other industries. Nationally, golf is receiving its due accolades for what it can offer to the communities in which it resides and the health benefits it provides are evident in the "new golfers" coming to the game. The New York Times ran an article (attached) this morning discussing this.

<https://www.nytimes.com/2020/05/07/sports/golf/golf-course-reopen.html?referringSource=articleShare>

The continued gradual reopening of the facility to ensure we can offer the products and services being requested in a safe and professional manner are the days challenges, which the staff of Lady Bird are meeting head on in the best interest of the facility and the benefit of the citizens of Fredericksburg!

Sincerely,


Chris Meade, PGA
General Manager
Lady Bird Golf Course



Covid-19 Golf Course Operating Plan
Phase Three – Re-opening
Touchstone Golf

Touchstone Golf will operate Lady Bird Golf Course in such a manner that allows for social distancing and presents a clean, sanitized environment for guests and co-workers.

The components to the Lady Bird Golf Course Operating Plan – Phase Three will include the reopening of the Red Bird Grill for “to go” food and beverage as well as limited Golf Shop access – requested start date of May 19th. **ENTRY INTO THE GOLF SHOP OR RED BIRD GRILL WILL REQUIRE THE CUSTOMER TO WEAR A FACE-COVERING MASK.**

Reservations

- Online and phone in reservations are preferred – walk up and in person reservations will be allowed into the golf shop two golfers at a time to pay – booking window of seven days to accommodate changes to operation.
- Golf shop will open for retail sales on a strict two-person maximum at any time – Credit Card Only.
- Members current on dues and who are walking the course will be requested to “check in” with the starter and not required to enter golf shop prior to play.

Daily Golf Course Operations

- The golf course will open at 8 AM (Tuesday thru Sunday) – Facility CLOSED on Monday.
- Final tee-time of day will be 3 PM (18-hole round) and 5 PM (9-hole round).
- Golf Shop Closes at 6 PM.
- All golfers and co-workers must vacate property by 8 PM – Gates will be secured for the night.
- All tee-times will be on 10-minute intervals and limited to four players.
- Golf Shop access allowed **TWO** at a time. **FACE COVERING REQUIRED FOR ENTRY**
- On-course restrooms will remain **CLOSED** due to the feasibility of providing proper sanitization.
- Flagsticks, ball washers, benches and rakes have been removed from the golf course. Pool noodles installed around the flagstick to prevent the ball from falling into the hole.
- GM/Superintendent/Golf Staff to monitor and strictly enforce social distancing practices of golfers during their round – compliance will be required.
- Post the Assumption of Risk Waiver on the first and tenth tee box, clubhouse door and in each clubhouse restroom for registered golfers to read.
- Scores will **NOT** be recorded for handicap purposes by Golf Shop staff – Players may post from home.

Cleaning and Sanitation

- All Lady Bird Golf Course staff will be required to wear face covering mask while on duty in a position where interaction with a customer is potential.
- Staff reminded to wash hands hourly and limit use to one phone and POS during their shift.
- Clubhouse restrooms are cleaned and sanitized every hour following a check off system.

Golf Cart Usage and Preparedness

- All golf carts must be single rider unless currently residing together – **NO EXCEPTIONS**
- Golf Carts will be staged six feet apart, washed, sanitized, and wiped down following each use.
- Golfers will be asked to remove their own trash following their round.

Red Bird Grill and F&B Service

- Hours will be 8AM-3PM Tuesday-Sunday (CLOSED on Mondays)
- All F&B will be served in single use containers and "to go" only – No seating will be allowed inside the grill at this time.
- Beverage Cart will be put back into service during this phase of operations (pre-order credit card payment only).
- No use of "personal or reusable" containers will be allowed.

Driving Range/Practice Facility Usage and Preparedness

- Automated ball dispenser will remain "out of service".
- Use of club owned golf balls will not be permitted on chipping green – players must provide own equipment.

Strict social distancing protocols are required by guests and enforced by staff!



**Covid-19 Golf Course Operating Plan
Phase Four – Re-opening
Touchstone Golf**

Touchstone Golf will operate Lady Bird Golf Course in such a manner that allows for social distancing and presents a clean, sanitized environment for guests and co-workers.

The components to the Lady Bird Golf Course Operating Plan – Phase Four will include the reopening of the driving range, and an expansion to F&B Service requested to begin on June 1, 2020

Reservations

- Online and phone in reservations are preferred – walk up and in person reservations will not be allowed into the golf shop two golfers at a time to pay – booking window of seven days to accommodate changes to operation.
- Golf Shop will open for retail sales on a strict two-person maximum at any time.
- Members current on dues and who are walking the course will be requested to “check in” with the starter and not required to enter golf shop prior to play.

Daily Golf Course Operations

- The golf course will open at 8 AM (Tuesday thru Sunday) – 10 AM – 6PM on Monday
- Golf Shop closes at 6 PM
- All golfers and co-workers must vacate property by 8 PM – Gates will be secured for the night.
- All tee-times will be on 10-minute intervals and limited to four players.
- The Golf Shop will remain open to golfers on a limited basis (four at a time) – **FACE COVERING MASK PREFERRED – BUT NOT REQUIRED.**
- On-course restrooms will **OPEN**. They will be sanitized three times per day by golf course staff – Supplies will be left in the restrooms and golfers will be requested to sanitize after their use. This will be monitored closely and if the assistance of golfers is lacking, we will close the restrooms.
- Ball washers, benches and rakes have been removed from the golf course. Flagsticks are in place and have a noodle around them to prevent the ball from falling to the bottom of the cup.
- Pool Noodles to remain on flagsticks until such time proof becomes available that it is safe for golfers to touch flagsticks.
- GM/Superintendent/Golf Staff to monitor and strictly enforce social distancing practices of golfers during their round – compliance will be required.
- Post the Assumption of Risk Waiver on the first and tenth tee box, clubhouse door and in each clubhouse restroom for registered golfers to read.
- Scores will **NOT** be recorded for handicap purposes by Golf Shop Staff – Players may post from home.

Cleaning and Sanitation

- All Lady Bird Golf Course staff will be required to wear face covering mask while on duty in a position where interaction with a customer is potential.
- Staff reminded to wash hands hourly and limit use to one phone and POS during their shift.
- Clubhouse restrooms are cleaned and sanitized every hour following a check off system.

Golf Cart Usage and Preparedness

- All golf carts must be single rider unless currently residing together – **NO EXCEPTIONS**
- Golf Carts will be staged six feet apart, washed, sanitized, and wiped down following each use.
- Golfers will be asked to remove their own trash following their round.

Red Bird Grill and F&B Service

- Hours will be 8AM-3PM Tuesday-Sunday (CLOSED on Mondays)
- The Red Bird Grill will resume table service to crowd sizes appropriate to any governor's guidelines.
- Beverage Cart will be put back into service during this phase of operations (Cash will be accepted).
- No use of "personal or reusable" containers will be allowed.
- Draft Beer, Mixed Drinks and Fountain Drinks available for sale – Single Use Glasses ONLY.

Driving Range/Practice Facility Usage and Preparedness

- Range hours will be 8 AM – 6 PM Monday-Sunday (Machine will be turned off at 6PM)
- Automated ball dispenser will resume service.
- Baskets will be sanitized between use – sanitizer will be available at the keypad for the ball dispenser – staff will sanitize hourly.
- Practice range stalls will be set 9 feet apart.
- Bag Racks will be returned to range to guarantee adequate spacing of golfers.
- Divot mix containers will not be in service.

Future changes to operations will requested as safety allows – including but not limited to additional sit-down dining, shotgun start golf tournaments and double rider golf carts.

As Golf Courses Reopen, New Players Take Up the Long Walk

Every state has opened their golf courses, giving golf a chance to expand its reach to people looking for a safe outdoor respite.



By **Bill Pennington**

May 7, 2020

Around noon on April 17, Gov. Tim Walz of Minnesota announced that the state's 450 golf courses, shuttered because of the coronavirus pandemic, could open the next day. At 3 p.m., the Hazeltine National Golf Club, about 25 miles southwest of Minneapolis, activated its automated online tee time booking system.

It took two seconds for 172 golfers to fill the entire tee sheet for the following day.

"We went into the system at two seconds after 3 o'clock and saw that every tee time until 6:30 p.m. was accessed by somebody," said Chandler Withington, Hazeltine's head golf professional. "Throughout the state, every course was packed."

Minnesota is a microcosm of the golf boom enveloping the United States as courses have reopened in the past month, a time when the percentage of golf courses open nationwide has surged from 44 percent to about 88 percent, according to the National Golf Foundation. There are more than 16,000 golf courses in America and only a quarter are private clubs. With schools padlocked, fitness centers closed and many parks and playgrounds off limits, golf — with social distancing restrictions — has become a rare outdoor respite that combines exercise, companionship, competition and space.

"With so many things you can't do right now and so few things you can do," Withington said, "golf has never felt so much like a freedom."

Moreover, golf course operators nationwide said they are seeing something new in their client behaviors and demographics: entire families, cooped up at home, are arriving at the first tee to play together; sales of discounted youth golf passes are exploding; and more golfers are walking the course because usually only family members can share a cart.

"I'm also seeing a lot of people who haven't played golf in a while," said Scott Krieger, the head pro and general manager at Broadmoor Golf Course in Portland, Ore. "And more fathers and sons, fathers and daughters and husbands and wives, too."

Krieger said his course is in such high demand that he could host 300 golfers per day, but he has been limiting the total to 150 to prevent overcrowding.

Latest Updates: Coronavirus Outbreak in the U.S.

- A red state-versus-blue state divide is driving the dispute in Congress over assistance for struggling states.
- A new study offers most complete details to date of American children seriously sickened by the virus.
- Member of Illinois governor's staff tests positive for the virus, sending staff — and governor — home.

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"People get it," he said. "Everybody keeps saying, 'Man, it just feels good to get out.'"

It is not customary for recreational golfers to be universally content, especially after a challenging round replete with bad

bounces and bogeys. The coronavirus pandemic, however, has apparently blunted the grumpiness.

"People have bigger things to worry about than a three-putt on the final green," said Mike David, the executive director of the Indiana Golf Office, which oversees five golf entities in the state. "Golf is a relief."



The post-round cleansing of carts has become so rigorous that Art Walton, a vice president at Crystal Springs, has begun calling some employees "golf cart hygienists" instead of attendants. Bryan Anselm for The New York Times

Or, as Tim Christ, the director of golf operations for the Essex County parks department in New Jersey, said: "People coming to the course are wearing face masks but I could tell they were smiling."

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The golf-related joy has been pronounced lately in New Jersey, where until last weekend golf courses had been closed for six weeks, even as nearby states like New York and Connecticut were welcoming golfers.

"It was frustrating," Kory Rosenberg, who regularly drove 75 minutes from his home in Roseland, N.J., to New York State to play golf, said on Tuesday after he finished a round at the Crystal Springs Resort in Hamburg, N.J. "First of all, I had to drive past all these closed courses near home and then getting a tee time in New York was really hard because they're so busy."

Rosenberg insisted that practicing the recommended social distancing guidelines was easy.

"There's never a reason to get within six feet of another player," he said. New Jersey has also been more strict than most other states, permitting only two golfers to tee off at a time instead of the typical groupings of four golfers, excluding immediate family.

Other safeguards have become routine, as every state has opened their golf courses, with Massachusetts, Maryland and Vermont becoming the final three to do so on Thursday. Generally, tee times are now being made and paid for digitally or over the telephone. The interval between groups of players leaving the first tee has been increased, sometimes to as many as 16 minutes, to keep generous spacing between golfing groups.

At some courses, the temperature of every player is checked upon arrival and those with a fever are turned away. Most clubhouses are closed and food and beverage services are exclusively takeout. Benches, ball washers and bunker rakes have been removed. Flagsticks are not removed, with various devices employed to keep balls from dropping into the hole so that golfers can avoid the unsanitary practice of reaching into a hole to retrieve a ball.

Golfers at Crystal Springs. Course operators nationwide have said that they have seen new client behaviors and demographics. *Bryan Anselm for The New York Times*

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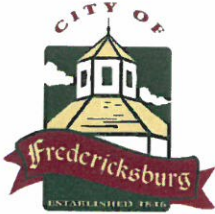
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The Coronavirus Outbreak >

Frequently Asked Questions and Advice

Updated April 11, 2020



CITY COUNCIL MEMO

DATE: May 12, 2020

TO: Mayor and City Council

FROM: Kent Myers, City Manager

SUBJECT: City Insurance-4th of July Parade

Summary:

One of the organizers for the 4th of July Parade, Daryl Whitworth, has requested that the City provide insurance coverage for the Parade if it is held this year. This insurance has been provided in previous years and costs the City less than \$100 to add to our policy.

Recommendation:

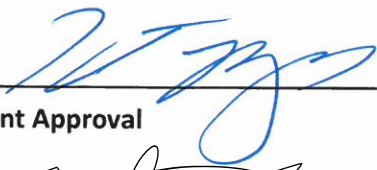
It is recommended that, if the Parade is held this year, that the City provide this insurance coverage.

Background / Analysis:

Daryl Whitworth has requested this insurance coverage in case there is an opportunity to schedule this Parade on the 4th of July. He will join the Council meeting on Monday to discuss some of the challenges he is facing in having this Parade and when we will make a final decision on whether the Parade will be held this year.

Attachments:

None



Department Approval


City Attorney Approval



City Manager Approval



CITY COUNCIL MEMO

DATE: May 11, 2020

TO: Mayor and City Council

FROM: Jennifer Krupa, Special Events Coordinator

SUBJECT: Recurring Fee Waiver Request: Fredericksburg Veterans of Foreign Wars (VFW) Post 7105 Fourth of July "Kiddie Parade"

Summary:

The Fredericksburg Veterans of Foreign Wars (VFW) Post 7105 traditionally sponsors a Fourth of July "kiddie parade" on Independence Day. This event is for children 12 years of age or younger. The event has been in existence for a considerable number of years; 3rd and 4th generations are now participating in the event. The event is free to any child who wants to participate.

The event meets the definition of a special event per the City's special events ordinance and is therefore required to complete a special event application, provide general liability insurance, and pay the required reservation fees.

The VFW Post requests that the City of Fredericksburg grant an annual waiver of the non-profit reservation fee for use of Kinder Halle for approximately 2-3 hours on the morning of July 4th.

The attached email also includes a request to add the event to the City's general liability insurance policy. Our finance director has indicated that we are unable to add additional parades to the City's policy at this time. General liability insurance is readily available from numerous online insurance brokers and the special events coordinator can provide resources to the event organizers to help them obtain the required insurance.

Recommendation:

Recommend Council consider the request to waive or discount reservation fees for the use of Kinder Halle on July 4th on an annual basis.

Background / Analysis:

The Fredericksburg VFW Post is a nonprofit organization and does not charge fees to participate in the kiddie parade. The parade is totally supported by the VFW Post with member volunteers and VFW Post funds.

Historically, the group of volunteer citizens have used Kinder Halle at Marktplatz on a first-come, first-serve basis. A VFW member paid the required \$75.00 reservation fee for the event in 2019. Per the special events ordinance, the event qualifies as a special event under section 36-1, (3): An event, gathering, or activity, held on City-owned property, that is open and advertised to the general public. If a waiver or reduction is approved, the event would still be required to complete a special event application and provide general liability insurance.

Attachments:

Fee Waiver Request Letter from Jim Bisson



Department Approval



City Attorney Approval



City Manager Approval

Future Agenda Items

City Council

June 1, 2020 Regular Meeting

City Council = Red

1st and 15th Regular Meetings @ 6p.m.

Planning & Zoning = Green 6-3-2020 @ 5:30 p.m.

Historic Review Board = Purple 6-9-2020 @ 5:30 p.m.

Board of Adjustment = Blue 6-11-2020 @ 5:30 p.m.

City Events = Yellow

Sun	Mon	Tues	Wed	Thur	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Proclamation

Consent

1. 5-6-2020 Special Meeting Minutes
2. 5-18-2020 City Council Regular Meeting Minutes

Ordinances

1. W. Main St/US 87N Speed Limit Modification (possible 2nd reading)
2. Airport Zoning Board (possible 2nd reading)
3. Amendment to Subdivision Ordinance regarding plats that do not go before P&Z

Resolutions

Public Hearing

Approvals-Misc.

Presentations, Discussions and Updates:

1. COVID-19 Update

Executive Session

June 15, 2020 Regular Meeting

Proclamation

Consent

1. 5-18-2020 City Council Regular Meeting Minutes

Ordinances

Resolutions

Public Hearing

Approvals-Misc.

Presentations, Discussions and Updates:

1. COVID-19 Update

Executive Session