

**STAFF  
POLICE  
DEPARTMENT**



# BLANCO POLICE DEPARTMENT MONTHLY STATISTICS 2021

	January	February	March	April	May	June	July	August	September	October	November	December	YTD
<b>Crime Statistics</b>													
<b>Major Crimes</b>													
Assaults	1	0	0	0	1	3	1	0	0	3	1	3	13
Sexual Offenses	0	0	0	1	0	0	0	0	0	0	1	1	3
Other	0	0	0	0	0	0	0	0	0	0	1	0	1
<b>Burglaries</b>													
Residence	0	1	2	0	0	0	0	1	0	0	0	0	4
Vehicle	0	0	1	0	1	0	0	0	0	0	0	0	2
Business	0	0	0	1	0	4	0	0	1	0	0	0	6
Theft	1	1	5	1	2	2	1	6	5	1	2	1	28
Criminal Mischief	7	2	1	3	1	2	0	3	1	3	0	3	26
Alcohol Violations	3	2	7	4	4	3	3	3	2	7	2	5	45
Narcotics Violations	9	3	14	7	10	13	9	20	9	10	5	2	111
<b>Arrests</b>													
Cases Filed					13	22	9	11	5	12	7	12	91
Individuals	11	4	16	2	7	15	13	12	6	16	8	16	126
Adult				1	6	15	13	12	6	15	8	14	90
Juvenile				1	1	0	0	0	0	1	0	2	5
Offenses	13	9	23	2	9	31	13	21	15	22	7	17	182
Felony	7	1	10	2	4	8	7	11	9	8	6	6	79
Misdemeanor	6	8	13	0	5	23	6	10	6	14	1	11	103

	January	February	March	April	May	June	July	August	September	October	November	December	YTD
<b>Calls for Service</b>													
<b>Total Calls for Service</b>	100	115	116	105	185	361	394	322	339	328	254	346	2965
Assist EMS	4	7	3	7	5	5	10	11	9	6	6	7	80
Assist Fire	0	1	1	2	2	3	2	2	4	2	1	5	25
Assist Other Agency	10	15	11	15	12	7	17	16	26	22	24	24	199
Assist Public	4	33	4	18	8	4	2	6	12	8	4	4	107
Accidents	1	3	6	6	7	3	4	14	13	9	11	3	80
Disturbances	2	8	4	3	1	5	3	4	4	4	8	5	51
Suspicious Activity	12	7	21	18	22	27	34	21	23	14	31	32	262
Alarms	5	3	5	22	22	36	16	14	24	20	4	7	178
Animal Calls	2	2	3	1	3	1	5	1	8	3	4	5	38
City Ordinance Viol.	1	1	0	4	0	0	6	0	0	8	1	1	22

	January	February	March	April	May	June	July	August	September	October	November	December	YTD
<b>Traffic Enforcement</b>													
Citations	40	24	52	71	109	109	110	98	82	84	70	52	901
Warnings	119	50	118	144	207	233	243	191	161	161	161	140	1928
Speeding	19	16	22	47	55	42	58	41	50	28	33	24	435
D.L. Violations	4	4	7	4	13	20	12	14	8	18	13	8	125
Registration	3	0	0	1	12	14	10	8	10	19	11	12	100
Insurance	7	0	5	3	5	8	3	8	7	5	3	3	57
Stop Sign/Light	1	0	3	5	6	2	4	1	2	2	3	0	29
Equipment	1	0	0	0	1	1	1	0	0	1	1	0	6
Other	5	4	15	11	17	20	22	26	5	11	6	5	147
<b>Other</b>													
Time Out of City	25	32	24	10	16	63	38	40	26	65	38	50	427
Record Requests	10	23	12	14	12	7	11	17	13	17	22	13	171
Golf Cart Permits	0	0	1	0	0	0	0	1	0	0	0	0	2
Home Watches	91	57	50	43	170	90	154	153	144	140	86	164	1342

# **CONSENT**

## **ITEM #1**

**REGULAR MEETING  
OF THE GOVERNING BODY OF  
THE CITY OF BLANCO**

**Meeting Minutes  
Tuesday, November 9, 2021, 6:00 pm**

A regular meeting of the City Council, City of Blanco, Texas was held on Tuesday, November 9, 2021, at 6:00 pm at the Gem of the Hills, 2233 US 281, Blanco, Texas.

The meeting was called to order at 6:00 pm by Mayor Rachel Lumpee, followed by roll call (Laurie Cassidy) announcing a quorum was present. The Pledge of Allegiance was led by Mayor Lumpee. Council members present: Mayor Lumpee, Mayor Pro-Tem Saucedo, Councilmembers Smith, Barron, Divine, and McClellan.

City staff present: Kelly Kuenstler, Laurie Cassidy, Ronnie Rodriguez, and Police Chief Rubin.

Mayor Lumpee made the following announcement: Blanco County burn ban is off; City Hall will be closed Thursday in observance of Veterans Day; there will be a Veterans Day celebration put on by the rotary club on November 11 at Old 300 BBQ and all active veterans and their families are invited to attend, there will be a Veterans Day Parade on Saturday at 10 am; the next Blanco market days will be held November 20; there is a Shop Small on Saturday, November 27; and the Twin Sisters Fiddle Festival of Texas will be December 3-4, 2021.

**Public Comments:**

- Retta Martin, KBB/Historic Preservation Commission/Streetscape Committee spoke regarding Hot Topic, Pecan Bottom which is south of Town Creek and Town Creek is in the Historic District which will now be part of the master plan. You cannot access the rock wall, which needs to be redone, without going through the pecan bottom. Sparks Engineering did assessment, waiting until Master Plan is complete. KBB and City contributed funds. Rock Wall should be phased.
- Christine Anderson, resident at 380 Blanco Ave, spoke in support of both the language and intent of the invocation ordinance and spoke opposing conveyance of City's interest in the Misty River Run & Jones Street property. Suggested instead to 1) hold onto paper streets, 2) obtain right of refusal from state park; 3) improve nature trails.
- David Park spoke in support of the invocation ordinance for pray in public settings and recommended the meetings be opened with prayer.
- Reverend Bryn, St Michael's Episcopal Church, spoke in support of the ordinance allowing for prayer at the beginning of council meetings, reminds us of the values we share.

- Jay Palmer spoke regarding the two presentations on agenda tonight. He has two problems with the City: 1) settlement agreement (early 2020) and 2) pipeline agreement (mid 2020). It is incumbent upon the City to work in designing a pipeline that will take place of City's current discharge route that runs open ditch on Palmer property. City is to amend permit request with TCEQ to incorporate this new discharge route. Water draining onto his property, October 28, high winds, standing in vineyard, raining effluent water, reported to City Administrator who reviewed problem. Does not favor discharge into the river, nor does he want effluent discharged onto his property outside the pipeline.
- Susan Moore, resident at 390 Blanco Ave, spoke in support of prayer before council meetings.
- Bill Gernenz, First Baptist Church spoke saying thank you for considering prayer before meetings, he is in support of the ordinance.
- Parker Lumpee, resident spoke against the ordinance for prayer due to financial concerns and also additional duties it requires of the City Secretary's time and additional expense. Secondly, ethically it creates unnecessary division and ill will of those not wishing to participate.
- Jacob Ashley, resident at 617 9<sup>th</sup> Street, Monday night got call from rent house at 1206 Lazy Creek, had sewer back up for the second time, with much damage to home. Currently in process of installing check valve, section of sewer line, brought up 3-4 years ago, City needs to replace that piece of sewage line. 512-736-7045. Tenants out of house right now.
- Oak Smith, resident at 678 Brushy Top Trail, spoke in favor of prayer before meetings. Said we seek guidance and that is what prayer is.
- Jett Sophia commented (via email) regarding New Business Item #1. She is strongly opposed to bringing religion in any format into City meetings. However, she would not oppose invoking the spirit of truthfulness, compassion, generosity, kindheartedness, and intelligence. City resident since 2005. She also made comment on New Business Item #5, she agrees with the proposal to limit the providing of water outside our City Limits. Her one concern is City Council deciding individual exemptions to this rule. Some provision should be made preventing council members from voting on any issue on which they stand to make personal or business gain or loss.
- Lucy Neyens emailed some council, commissioners and staff regarding the 4-way stop at 4<sup>th</sup> and Pecan Street. She is requesting they view clip of painted crosswalk design that stops people and cars by optical illusion. She stated since the installation of stop sign on the square, she has seen numerous people not stop, or even pause. Ms. Neyens also commented regarding New Business Item #1 Opening Invocations before meetings, she is opposed to instituting an opening prayer at the beginning of the meetings and feels all persons attending governmental activities should be allowed to attend without the pressure of forced religion.

- Irene Cage commented (via email) Regarding New Business Item #1, prayer before council meetings, separation of church and state is the idea that government should remain neutral toward all religions and not officially recognize or favor any one religion. Also, should not force citizens to practice a specific religion nor force churches to perform acts that go against their religion. I do not support forcing prayer on citizens at public meetings.
- Debra H. Meurer, regarding invocation prior to meetings, I respectfully disagree with prayer before the meetings. Prayer should be in a church of your own choice. Please, no division, just come together for the community's greater good and common goals.
- Robert Boydston (via email) regarding proposed invocation resolution, he thinks this proposal is an absurd misuse of Council time. You are not elected to provide religious guidance for the town folk, we have plenty of churches for that purpose. Additionally, the proposed ordinance would impose new duties of the already busy City Secretary and staff. Stick to Council business.

### **Presentations:**

1. Presentation by Aqua Strategies: Assessment of Costs for Two Wastewater Disposal Strategies for the City of Blanco (Nick Dornak, The Meadows) Barney with Aqua Strategies is also here tonight. Task Force established with City September 2020, 12 official meetings. Looking for a path forward to avoid discharge into the river and also how water can be managed under a TLAP permit. This does not address current maintenance. 18 months to get infrastructure in place to achieve land application status. Need at next opportunity to work or deny a land application. The Meadows maintains its commitment to the City. Councilmember Smith believes 18 months is not realistic. Needs some kind of assurance that city will not discharge into river. Council member Barron asked as long as there is continued work with the Task Force, Nick said there needs to be some sort of commitment from the City.
2. Presentation on Aquifer Storage and Retrieval (ARS); Charles Schoening of ARCADIS. Councilmember Barron shared How do we find ways to store more water? Above ground tanks, 2) reservoirs, and 3) determine if we are a candidate for aquifer storage and retrieval. NBU Vision for ASR Primary Goal: provide storage of treated drinking water to supplement supply during drought periods when current supplies are curtailed. Secondary: used as a buffer for peak seasonal demands or as a water supply resiliency measure. Build out target is 9 MGD of recovery capacity with a recharge rate of 4 MGD. (to answer Councilmember McClellan's question, put Ordinance in place not allowing for drilling of wells in area of storage site) Summary: Do as much as you can up front to determine feasibility and suitability, analysis of existing hydrogeological information, identify a suitable site, wireline coring, water chemistry and Prepare for the unexpected, contract allowance for specialty services and authorized contingency to prevent delays.

### **Staff Presentations:**

- City Hall (Kelly Kuenstler) Noteworthy updates, Ad Comp obtained all utility billing data last week and should go live December 1. RCI will be in Blanco late November to inventory City files and work on inventory list and shred schedule. City Hall has received the hard copies of our current UDC from Franklin Legal. There are currently two openings on the Planning & Zoning Commission, Laurie Cassidy received a \$500 scholarship towards her TMCA certification program and should complete her certification in January 2023. The City handed out Halloween bags on October 31, the event was a success. RFQ for City Attorney has been published and City Administrator position has been advertised. IRS audits of the 940 and 941's is ongoing in the Finance Department.
- Public Works (Ronnie Rodriguez) spoke regarding Senate Bill 3, a letter to the Public Utility Commission of Texas, that we have to abide by for the November 1 deadline, to allow them to understand that the City of Blanco is an affected utility. Senate Bill 3, which recently passed the Senate, requires smaller cities to come up with an emergency preparedness plan. More information coming out, there will be a template to be filled out hopefully by the December meeting for review. Sewer plant is operating nicely. Regarding the sewer backup at 1206 Lazy Creek, what was believed to be collapsed pipe was roots in the line. Requests for infrastructure improvements has gone before previous council. Main trunk line, 65 feet has been replaced, Lazy Creek location, 45 feet still need to be replaced. Finishing scope of work and preparing to go out for bid and to council for approval. Projected time for improvement is another week. Currently doing preventative work.
- Police Department, (Chief Rubin) presented monthly statistics report for October., announced Officer Smith completed Electrical Control Weapon instructor class, Detective DeReu completed Medicological Death Investigation Training, currently going through annual weapons qualifications. Upcoming events: Real Ale Run is December 4 and Chief will be representing Texas at Federation of State Law Enforcement Accreditation Entities annual meeting.

**Consent Agenda:** *The following items may be acted upon in one motion.* No separate discussion or action is necessary unless requested by the Mayor or a Councilmember, in which those items will be pulled for separate consideration.

1. Approval of Minutes from the October 12, 2021, Regular City Council Meeting.
2. Approval of Minutes from the November 1, 2021, Special City Council Meeting.
3. Discussion, Consideration, and Possible Action on Assignment of Members to the Capital Improvement and Asset Management Advisory Committee.
4. Discussion, Consideration, and Possible Action on the City of Blanco Participating in the Opioid Abatement Fund Settlement in the Amount of \$6,191.00.

5. Discussion, Consideration and Possible Action on Approval of Water Shut-Offs for the Months of November and December 2021.

**A motion was made by Councilmember Barron to approve Consent Agenda Items One through Five, seconded by Councilmember McClellan, all in favor, motion carried unanimously.**

**Old Business: Discuss, Consider, and Take Appropriate Action on the Following:**

1. Discussion, Consideration, and Possible Action on approval of Ordinance 2021-O-013 Collection, Distribution, and Usage of Rainwater in the City of Blanco (Councilmember Smith). Council and Attorney Bullock discussed minor changes to revised Ordinance, does require person to notice City of collection of rainwater in Section 2 of electrical or plumbing permit; required if connecting to City system. **A motion was made by Councilmember Smith to approve Ordinance 2021-O-013 Collection, Distribution, and Usage of Rainwater in the City of Blanco final draft as presented tonight by Attorney Bullock, seconded by Councilmember Divine, all in favor, motion carried unanimously.**

**New Business: Discuss, Consider, and Take Appropriate Action on the Following:**

1. Discussion, Consideration, and Possible Action on Approval of Ordinance 2021-O-012 on Opening Invocations Before Meetings of the City Council of Blanco, Texas (Councilmember Smith). Councilmember Barron said she does not believe it is a legal issue but more of a personal preference. Suggest the opening pray take place 10 minutes before the start of the meeting. Attorney Bullock, one issue, during public comments, anyone could do an opening invocation. The invocation comes to Council sight unseen. This has been one of the most commented on items next to the MUD. Be aware if you pass this ordinance you will need to police it. Councilmember Divine, understands the gesture, but is not transpired by it, has some concern about people who will be left out. Prayer is a personal thing. Mayor Lumpee is concerned with additional work being placed on the City Secretary in preparing for meetings. Councilmember Smith said his intent is not to be divisive; he feels guidance can be beneficial. **A motion was made by Councilmember Smith to approve Ordinance 2021-O-012 Opening Invocations Before Meeting of the City Council of Blanco, with the correction to the spelling of the word "opening", and on the 5<sup>th</sup> whereas, "founding founders", omit first founders, and strike the 2<sup>nd</sup> whereas, seconded by Councilmember McClellan, 3 votes for, opposed by Councilmembers Divine and Barron, motion carried.**
2. Discussion, Consideration, and Possible Action on the property located at 301 Misty River Run & Jones Street (Interim City Administrator, Kelly Kuenstler). The owners, the Cheslock's are interested in purchasing the piece of property that is the City's right-of-way. It is not recommended to sell this piece of property. Councilmember McClellan suggested we maintain the land better. Councilmember Barron suggested we keep the land for future trails or walkability. Councilmember Smith said he would revisit this if he had more time. **A motion was made by Councilmember Barron that the City keep the right-of-way property at this time, seconded by Councilmember McClellan, all in favor, motion carried 4-0, Councilmember Smith abstained from the vote.**



3. Discussion, Consideration, and Possible Action on City of Blanco Property Known as Pecan Bottom (Interim City Administrator, Kelly Kuenstler). In late 2017/early 2018, KBB began the Town Creek Riparian Restoration project and partnered with the Hill Country Alliance, Nature Conservancy, and the Texas Parks and Wildlife. The objective was to restore and beautify the native riparian corridor along Town Creek in downtown Blanco in a manner that provides for both recreational uses and ecological functions, including stream stability, erosion control, flood mitigation, wildlife habitat, and water quality. Three priority zones including the Pecan Bottom, 1) Bindseil City Park from the Pecan Street Bridge down to the culverted sidewalk crossing; 2) from laundromat to the vehicular bridge at Pecan Street, and 3) culverted sidewalk crossing to the Blanco State Park border (not all City owned property). Priority Zone 2 recommendations: widen the in-tact riparian area along the right bank by 5-10', mark the gown zone are with signage and a passive border; collect and broadcast the Virginia wild-rye seed in mid to late fall; create targeted access points no more than 20' wide and spaced at least 50' apart with the grow zone in between, and leave libs and large woody material in the creek. Many benefits of green space in cities. This could be a Scout or church group project. Councilmember Divine suggested restoration of creek choked out by Johnson grass. **A motion was made by Councilmember Barron to designate the Pecan Bottom officially as park area and begin plans for turning it into a natural park/ green space, seconded by Councilmember Smith, all in favor, motion carried unanimously.**
4. Discussion, Consideration, and Possible Action on Proposal from Mainstreet Architects, Inc. (Interim City Administrator, Kelly Kuenstler). Mainstreet Architects, Inc. presented proposal to Streetscape Committee in June after RFQ went out. Streetscape awarded the RFQ to Mainstreet Architects in July. In August City Administrator met with Mainstreet Architects to better understand how the Streetscape proposal should come before an update to the City's master plan. Sue Ann Pemberton agreed that the project needed to be redesigned. The plan started at \$85,000, trying to reduce this cost. Options include 1) adopt the Mainstreet Architects plan as is and do a budget adjustment; 2) adopt a very revised version of the plan, Phase I, which would cost Streetscape \$15,000; 3) do not adopt the plan and revisit next year. Do not believe the City has the money to currently fund this RFQ. This is an arm of the City's Master Plan. Currently KBB has contributed \$6,000 and the City has contributed \$7,000. **A motion was made by Councilmember McClellan, to not adopt the plan and table it until next year, seconded by Mayor Pro-Tem Saucedo, all in favor, motion carried unanimously.**
5. Discussion, Consideration And Possible Action on an Ordinance Amending and Modifying Ordinance 2016-O-09 (Adopted 8/29/16), Codified As Section 12.01.002 of the Code of Ordinances of the City of Blanco, and Prohibiting Provision of Water Outside City Limits Except in Limited Circumstances (Councilmember Barron). Councilmember Barron asked that this item be placed on the current agenda as a conservation item based on her ongoing concerns about Blanco's water supply and the availability of water for current and future residents. This is not a new Ordinance; this is an amendment to the current 2016 Ordinance.

**A motion was made by Councilmember Barron to table this item and have Attorney Bullock review the Cielo Springs Master Agreement, seconded by Councilmember Smith, all in favor, motion carried unanimously.**

6. Discussion, Consideration, and Possible Action on Clarifying Blanco Sewer Rates (Public Works Director, Ronnie Rodriguez). Need clarification, current records do not positively specify if winter averaging charge is to be in effect. **A motion was made by Councilmember Barron to amend the minutes of the June 9, 2020, City Council meeting to reflect the sewer base rate was increased to \$28.00 with winter averaging and maintaining incremental charges following the first 2,000 gallons, seconded by Councilmember Smith, all in favor, motion carried unanimously.**
7. Discussion, Consideration, and Possible Action on Extension Agreement between the City of Blanco and Six-Wheeler LLC (Interim City Administrator, Kelly Kuenstler). Ty Pannell purchased property from Six-Wheeler, LLC and Mark Sparrow is representing Wheeler, both are in attendance tonight. Wheeler constructed water and sewer lines on approximately 40.21 acres of land located within the City limits. Wheeler then sold a portion of this property to a private company. The private company believed that the land they purchased had running water and sewer lines services by the City. A water and sewer line extension agreement was brought forward in an attempt to determine whether or not the City will tap into the infrastructure and how an agreement to do this can be constructed in a legal manner. Mr. Sparrow emailed the City to negotiate the terms of the agreement (number of years of maintenance and dollar amount of bond required). Mr. Sparrow requested to follow the UDC requirements, but his request was denied due to the fact that plans were not submitted in advance for review and approval. Options to move forward include: 1) an engineer's inspection and digging every so many feet to inspect the pipe; 2) include in the agreement an errors and omissions clause certified by an engineer releasing the City; or 3) deposit funds into an escrow account instead of the bond. Councilmember Smith asked how many feet are in place. Proposal from Core & Main, quantity of pipe 2,058 feet of sewer pipe and 2,000 feet of water, 8" diameter. City requested Mr. Sparrow provide plans and specs to the City for engineer to review and Attorney Bullock suggested the cost be paid for by the developer. City needs to inspect what was installed before it can complete acceptance of the project. **A motion was made by Councilmember Smith to table this item and the City requests the developer submit as-built drawings, certified statement, verifying vetting materials, certified by Engineer, easements of record, and for the Engineer to have all these documents as soon as possible for review and this will be at the developers cost, seconded by Councilmember Barron, all in favor, motion carried unanimously.**

Closed regular meeting at 10:16 pm and convened into executive session.

**Executive Session in accordance with Texas Government Code:** in accordance with the authority contained in the Texas Government Code, Sections 551.071 and 551.074.

1. Texas Government Code Section 551.071 (Consultation with Attorney) and Section 1.05, Texas Disciplinary Rules of Professional Conduct. Confer with City Attorney regarding legal issues associated with Water & Sewer Extension Agreement between the City of Blanco and Six-Wheeler LLC.
2. Texas Government Code Section 551.071 (Consultation with City Attorney), Section 1.05, Texas Disciplinary Rules of Professional Conduct and 551.072 (Real Estate): to wit, Discussion with legal counsel to obtain legal advice related to possible reclaimed water contract between City and Chamaco Mio Investments, LLC.

Closed executive session at 10:36 pm and reconvened into regular meeting.

**Item 1: No discussion or action taken**

**Item 2: No action taken**

**Adjournment:**

**A motion was made by Councilmember Barron to adjourn the meeting, seconded by Councilmember Divine, all in favor.**

Meeting was adjourned at 10:37 pm.

Respectfully submitted,

\_\_\_\_\_  
Rachel Lumpee, Mayor

ATTEST:

\_\_\_\_\_  
Laurie A. Cassidy, City Secretary

These minutes were approved on the \_\_\_\_\_ day of \_\_\_\_\_, 2022.

# **CONSENT**

## **ITEM #2**

**SPECIAL MEETING  
OF THE GOVERNING BODY OF  
THE CITY OF BLANCO**

**Meeting Minutes  
Tuesday, November 30, 2021, 11:30 AM**

A special meeting of the City Council, City of Blanco, Texas was held on Tuesday, November 30, 2021, at 11:30 am at the Byars Building, 308 Pecan Street, Blanco, Texas.

The meeting was called to order at 11:31 am by Mayor Rachel Lumpee, followed by roll call (Laurie Cassidy) announcing a quorum was present. The Pledge of Allegiance was led by Mayor Lumpee. Council members present: Mayor Lumpee, Mayor Pro-Tem Saucedo, Councilmembers Smith, Barron, Divine, and McClellan.

City staff present: Kelly Kuenstler, Laurie Cassidy, Linda Coones, and Police Chief Rubin.

Mayor Lumpee made the following announcement: Twin Sisters Fiddle Festival to be held December 2 at Twin Sisters Dance Hall; CRC Clothes Drive on going (drop-off times 8:30-4 pm); and Blanco Holiday Parade, starts at 6:00 pm December 11.

Public Comments:

- None

Closed regular meeting at 11:34 am and opened executive session.

**Executive Session in accordance with Texas Government Code:** in accordance with the authority contained in the Texas Government Code, Sections 551.071 and 551.074.

1. Discussion, Consideration, and Possible Action Pursuant to Section 551.074 of the Texas Government Code, deliberation regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, to wit: consideration and possible action regarding Interviews of City Administrator Candidates.

Closed executive session at 6:11 pm and opened regular session.

**A motion was made by Councilmember Smith to authorize the City Administrator to complete due diligence, to include the following candidates for City Administrator position: Brenton Lewis, Fabrice Kabona, and Warren Escovy, seconded by Councilmember Divine, all in favor, motion carried unanimously.**

**Presentation: State of the City's Infrastructure**

Mike Rieken, Chair, Capital Improvement & Asset Management Committee did a PowerPoint presentation regarding the City's water and wastewater systems. The City participated in the TWDB's 2019 Pilot Project and received a \$75,000 grant which provided the City with a wastewater asset management plan (AMP) and GIS model of the system; unfortunately, this has not been utilized. The AMP does not exist for the water system. The Comprehensive Development Plan was developed in 2004. A CIP exists for the wastewater system, but the City has not utilized. A PIF was submitted for "shovel ready projects" but did not include some of the high priority items listed in the \$75,000 wastewater AMP. Nothing was submitted for the water system even though many of the lines are past their design life. Documents required to implement impact fees or to fully utilize unexpected opportunities such as Federal infrastructure funds do not exist. The CIAMAC committee will review Jones-Heroy files, the current CDP and land use plan, develop cost schedule scenarios for CDP and land use update, establish suitability of the City's land use plan for impact fee determination and develop plan updates cost and schedules, develop a pavement assessment template in conjunction with the public works department, finalize discussions with HR Green regarding GIS uploads, creation of a water system AMP and update the wastewater AMP, and develop short-term, stand-alone document sharing options.

**City Staff Report:**

- City Hall (Kelly Kuenstler, Interim City Administrator) Noteworthy updates: AdComp is working on utility billing data to go live with new software, RCI inventoried all of the City's records last week. We will now receive a digital inventory and we will schedule a shred date before the end of this calendar year. Review of RFQ's were conducted. Planning and Zoning currently has two openings, City Administrator interviews were conducted, Water Treatment Plan tank is out of service, currently sandblasting the beams. City Engineer will report once this work has been completed, the wastewater treatment plan 210 permit is still being worked on, Finance Department is continuing to work with IRS on City 940 and 941 audits.

**Consent Agenda:** *The following items may be acted upon in one motion.* No separate discussion or action is necessary unless requested by the Mayor or a Councilmember, in which those items will be pulled for separate consideration.

1. Presentation, Discussion and Possible Action on Providing a Support Letter for a Feasibility Study for a Relief Route around the City of Blanco (Kelly Kuenstler, Interim City Administrator).
2. Discussion, Consideration & Possible Action on Approval of Resolution 2021-R-013 Amending the Number of Members on the Streetscape Committee from Five to Seven (Councilmember Smith).
3. Presentation, Discussion and Possible Action on Amendment to Extend the Existing MOU between the City of Blanco and The Meadows Center (Councilmember Divine).
4. Discussion, Consideration and Possible Action on Approval of Waiving Water Disconnect/Shut-Offs for the Month of December 2021.

5. Discussion And Possible Action on the Approval of Unimproved Property Contract between City of Blanco and Winona 416, LTD, Relating to Property Described at Vol. 75, Pages 673 and 674, Deed Records, Blanco County, Texas.
6. Discussion And Possible Action on the Approval of Unimproved Property Contract between Winona 416, LTD and City of Blanco, Relating to a Portion of Lot 4A, River Park, City of Blanco, County of Blanco.
7. Discussion And Possible Action on the Approval of Seller's Temporary Lease between Winona 416, LTD and City of Blanco.
8. Discussion, Consideration, and Possible Action on Amendment to Resolution 2020-R-003 Blanco Police Department Body Armor Project (Grant No. 3968201).
9. Discussion, Consideration, and Possible Action on Amendment to Resolution 2021-R-014 (Grant No. 4147301).
10. Discussion, Consideration, and Possible Action on Disbursement of Tuition Reimbursement to Victoria McMain in the Amount of \$1,000.00 (Chief Rubin).

Councilmember Smith recused himself from vote. **A motion was made by Councilmember McClellan to approve consent items one through ten, seconded by Councilmember Barron, all in favor, motion carried.**

**Old Business: Discuss, Consider, and Take Appropriate Action on the Following:**

1. Discussion, Consideration And Possible Action on an Ordinance Amending and Modifying Ordinance 2016-O-09 (Adopted 8/29/16), Codified As Section 12.01.002 of the Code of Ordinances of the City of Blanco, and Prohibiting Provision of Water Outside City Limits Except in Limited Circumstances (Councilmember Barron). Attorney Bullock reviewed to address Councilmember Smith's concerns regarding new construction in existing service areas. Current Ordinance has been in place since 2016. Amended Ordinance shall not prohibit pre-existing water services that are in place and providing water at the time of the approval of the ordinance. **A motion was made by councilmember Barron to adopt Ordinance 2016-O-09 as amended, seconded by Councilmember Divine, all in favor, motion carried unanimously.**

**New Business: Discuss, Consider, and Take Appropriate Action on the Following:**

1. Discussion, Consideration, and Possible Action on Approval of Financial Statement for October 2021 (Linda Coones, Financial Director). Ms. Coones presented the October 2021 profit and loss statement. Next month the report will include October AND November. When we start utilizing our Fund accounting software this will mirror our budget, this is not currently the case. **No Action Taken.**

2. Discussion, Consideration, and Possible Action Pursuant to Section 551.074 of the Texas Government Code, deliberation regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, to wit: consideration and possible action regarding Requests for Qualifications for appointment of City Attorney (Interim City Administrator, Kelly Kuenstler). Ms. Kuenstler presented PowerPoint discussing duties of City Attorney. Interviews of qualified applicants were conducted. Ms. Kuenstler recommended that Council accept the committee's nomination of Tim Tuggey as the applicant that the City Administrator will attempt to negotiate a contract with on behalf of the City. **A motion was made by Councilmember Barron to accept the committee's nomination of Tim Tuggey as City Attorney and authorize the City Administrator to negotiate a contract with Mr. Tuggey, seconded by Councilmember Smith, all in favor, motion carried unanimously.**
3. Discussion, Consideration, and Possible Action on Amendment to Task Order No. 4, General Engineering Services (Ronnie Rodriguez, Public Works Director). Mr. Turk, Freeland Engineering presented PowerPoint presentation. Original Task Order active since March 2020. Scope of work includes on-call general engineering services not-to-exceed \$25,000. This amount has been exceeded and the amendment would increase the not-to-exceed amount to \$50,000. **A motion was made by Councilmember Smith to approve amendment to Task Order No. 4, General Engineering Services to increase by \$25,000, seconded by Councilmember McClellan, all in favor, motion carried unanimously.**

Council did not adjourn into Executive Session.

**Adjournment:**

**A motion was made by Councilmember Barron to adjourn the meeting, seconded by Councilmember Smith, all in favor.**

Meeting was adjourned at 7:17 pm.

Respectfully submitted,

---

Rachel Lumpee, Mayor

ATTEST:

---

Laurie A. Cassidy, City Secretary

These minutes were approved on the \_\_\_\_\_ day of \_\_\_\_\_, 2022.



# **CONSENT**

## **ITEM #3**

**SPECIAL MEETING AND PUBLIC HEARING  
OF THE GOVERNING BODY OF  
THE CITY OF BLANCO**

**Meeting Minutes  
Tuesday, December 7, 2021, 5:00 PM**

A special meeting and Public Hearing of the City Council, City of Blanco, Texas was held on Tuesday, December 7, 2021, at 5:00 pm at the Byars Building, 308 Pecan Street, Blanco, Texas.

The meeting was called to order at 5:01 pm by Mayor Rachel Lumpee, followed by roll call (Laurie Cassidy) announcing a quorum was present. The Pledge of Allegiance was led by Mayor Lumpee. Council members present: Mayor Lumpee, Mayor Pro-Tem Saucedo, Councilmembers Smith, Barron, Divine, and McClellan.

City staff present: Kelly Kuenstler, Laurie Cassidy, Linda Coones, Zach Dorris, and Police Chief Rubin.

Mayor Lumpee made the following announcements: The 4-H Club is collecting coats until December 10. There is multiple drop off locations around town and the coats collected will be distributed at Market Days on Saturday; Christmas Market Days is this Saturday and also the Blanco Holiday Parade is Saturday, and the City has received 20 parade entries; there is no burn ban at this time; Blanco County currently has 29 active Covid cases and a high risk level, be careful.

**Public Comments:**

- Wayne Gosnell sent an e-mail to express his strong support for the creation of a Highway 281 Overlay plan to be done in conjunction with the ongoing zoning considerations being considered by Council.
- Brenda Matheny sent an e-mail requesting that the City Council consider a proposal to add an amendment to the invocation ordinance which would provide for the option of a moment of silence in place of a spoken invocation.
- Nick Dornak with The Meadows/Texas State University and member of the Blanco Water Task Force said he is looking forward to continuing to work with City over the coming year. Since the Task Force was formed in September 2020, they have funded two engineering studies and met with state regulators to share recommendations to Council including expanded storage, expanded irrigation and preferred permitting strategies. They realize the City has limited resources but shares a strong desire with downstream landowners to protect the Blanco River for future generations. The Task force is currently recommending a hybrid or phased Texas land application permit for Blanco. They are closely monitoring funding options and will continue to update the City and refine our recommendations as more details on funding and resources emerge.

Proclamation was read by Mayor Lumpee proclaiming January 23 – 29, 2022 as School Choice Week in BLANCO.

**Presentation:**

Dawn Capra, Site Director for Community Resource Centers of Texas (CRC) spoke to Council and shared information about who CRC is and what they do. Blanco County CRC is located in Johnson City but serves all of Blanco County. They opened their doors in January 2020, then closed in March 2020 due to Covid and re-opened in mid-2020. They are a one-stop shop for connecting people to local resources, such as food, employment, healthcare, legal aid, and more.

**Staff Presentations:**

- City Hall (Kelly Kuenstler) Noteworthy Updates: Simple City is working on updating development services forms. Interviews were conducted last week with Jacobs Engineering & Inframark for the Operation of the Water and Wastewater Plants. Inframark was selected as the company with whom to negotiate. Ad Comp is finalizing the software in the Utilities Department so that the kiosk at City Hall can be utilized and the “go live” date is January 2022. Our RFQ for IT Services was due December 19. Laurie formed committee who will meet tomorrow. RFQ for Water & Wastewater Facilities and City Attorney RFQ are on tonight’s agenda. RFP for 281 Corridor was due November 15 and we received one proposal for about \$135,000 which was too much for the corridor. A second bid received had an original budget of \$49,000 but was negotiated down to right under \$42,000. Auditor RFQ was due December 3, no responses received, needs to go back out for bid again, City Administrator correspondence will be shared in executive session tonight.
- Police Department, (Chief Rubin) Monthly Report is in your package; toy drive is ongoing, all are welcome to drop off new unwrapped toys at the police department on or before December 17, getting ready for the Holiday Parade this Saturday, map of route and road closures is posted on City website; and finally PD is working with AdComp and we hope to go live with electronic-tickets the middle of this month.

**Consent Agenda:** *The following items may be acted upon in one motion.* No separate discussion or action is necessary unless requested by the Mayor or a **Councilmember**, in which those items will be pulled for separate consideration.

1. Approval of Interlocal Agreement between the City of Blanco and the Blanco Emergency Services District, Number 2 (Kelly Kuenstler, Interim City Administrator). **A motion was made by Councilmember Barron to approve the Interlocal Agreement between the City and Blanco Emergency Services District, Number 2, seconded by Councilmember Smith, all in favor, motion carried unanimously.**

**Old Business: Consider, discuss, and take appropriate action on the following:**

1. Discussion, Consideration, and Possible Action on Amendment to Ordinance 2021-O-012 on Opening Invocations Before Meetings of the City Council of Blanco, Texas (Councilmember Smith). **Councilmember Smith requested Mayor Lumpee to withdraw the item, to be added to a future agenda.**
2. Discussion, Consideration & Possible Action on Mainstreet Architects Proposal (Councilmember Mike Smith/Kelly Kuenstler, Interim City Administrator). Mainstreet Architects, Inc. answered an RFQ issued by Streetscape and presented their proposal to Streetscape in June. Streetscape awarded the RFQ to Mainstreet Architects, Inc. in July. In August, City Administrator met with Mainstreet Architects, Inc. in an effort to understand how the Streetscape proposal should come before an update to the City's master plan. Both the City Administrator and Sue Ann Pemberton of Mainstreet Architects agreed that the project needed to be redesigned and that projects should run parallel and that the fee would be based over the duration of the project. Even with the rewrite, City Administrator does not believe it is in the best interests of the taxpayer to do the entire plan. City Administrator discussed the original RFQ and possible revision with Streetscape on November 8th. This item was brought before the City Council in November and the Council opted to not fund it; however, Councilmember Smith asked that it be brought back up at the December 7, 2021, City Council Meeting. Options for Council to consider are adopting the entire plan of \$80,000 which would require a budget adjustment for the payment of City's portion of the plan, adopt a very revised version of the plan, "Phase I" at \$15,000 (Mainstreet Architects supports this expenditure), or don't adopt the plan and revisit next year. The City Administrator recommends that the Council not fund the RFQ but instead fund downtown amenities; however, this is the complete discretion of the Council. Councilmember Smith reiterated the City has allocated funds (\$7,000) to Streetscape. They also have \$6,000 donated from KBB. They are \$2,000 short of the \$15,000. Suggestion was made that Streetscape should purchase benches, etc. Councilmember Barron spoke with Streetscape members to ask them what they really want. They want to proceed with the plan from Mainstreet Architects and they have the authority to engage Mainstreet Architects **No action taken.**

**New Business: Consider, discuss, and take appropriate action on the following:**

1. Adoption of the 2021 City-Wide Zoning Map Amendment. **This Item Was Moved Down The Agenda To Be Heard After The Public Hearing.**
2. Presentation, Discussion and Possible Action On Allocating TWDB Funds and the Coronavirus Local Fiscal Recovery Fund (Kelly Kuenstler, Interim City Administrator). August 2 the City received notice of an award for \$256,582.35 (CLFRF) and in December the City should receive \$356,812.49 for retainage from the Texas Water Development Board which was a reimbursement for funds the City already paid the Contractor for work at the WWTP (paid for the work out of the general and enterprise funds). **A motion was made by Councilmember Smith to set aside the Texas Water Development Board funds in the amount of \$356,812.49 toward the clarifier cost of \$420,000 and set aside \$100,000 from CLFRF funds of (\$256,582.35) to road improvements and repairs, and \$42,000 to 281 Overlay project, seconded by Councilmember Divine, all in favor, motion carried unanimously.**

Public Hearing on the Adoption of the Proposed 2021 City-Wide Zoning Map Amendment opened at 6:04 pm.

- Heidi Savory, 253 Star Lane spoke regarding uneven sidewalks and ravine.

Mayor Lumpee clarified the public hearing is for the city-wide zoning map comments, not streetscape or other issues. No further comments closed public meeting at 6:13 pm.

1. Discussion, Consideration, and Possible Action on Adoption of the 2021 City-Wide Zoning Map Amendment. **A motion was made by Councilmember Smith to adopt the 2021 City-Wide Zoning Map Amendment as proposed by the Planning & Zoning Commission, Seconded by Councilmember Barron, all in favor, motion carried unanimously.**
3. Discussion, Consideration & Possible Action on Contract Negotiations with Inframark Regarding Operation, Maintenance and Management of Water & Wastewater Facilities (Kelly Kuenstler, Interim City Administrator). The City published an RFQ, and five potential companies attended the pre-bid meeting. Two companies (Jacobs Engineering and Inframark) submitted RFQ's which were reviewed and both companies were interviewed by the City's review committee. Ed Schwab from Inframark spoke regarding the hiring and training of employees. Mayor Pro-Tem Saucedo asked about negotiations with the Public Works staff and having more input from staff. Ms. Kuenstler said yes public works staff will be attending meetings with Inframark. **A motion was made by Councilmember Barron to authorize the City Administrator to enter into negotiations with Inframark regarding the Operation, Maintenance and Management of the City Water and Wastewater Facilities, seconded by Councilmember Smith, all in favor, motion carried unanimously.**
4. Discussion, Consideration and Possible Action on a Contract For Legal Counsel Between the City of Blanco and Tim Tuggey (Kelly Kuenstler, Interim City Administrator). Ms. Kuenstler discussed the duties to be provided by the attorney. On November 30 Council approved contract negotiations with Tim Tuggey. Ms. Kuenstler met with both attorneys Bullock and Tuggey to discuss all open cases. Bullock agreed to help with closeout of current cases. A few noteworthy terms included in the new contract are a 3% administrative fee may be added to the monthly invoice, secretarial and word processing time is not charged, attorney travel time is not charged, and hourly amount of \$200 is the same as the previous City attorney. **A motion was made by Councilmember Barron to enter into contract with Tim Tuggey for legal services as outlined at \$200 per hour, no charge for travel (see Exhibit A, Page 5), seconded by Councilmember McClellan, all in favor, motion carried, unanimously.**
5. Discussion, Consideration and Possible Action on A Contract with Atlas Design Services for the US-281 Corridor (Kelly Kuenstler, Interim City Administrator). Two fold planning process: Establish a vision which ensures for future development along US-281 and that maintains and enhances the character of the City and secondly establish an action plan to implement the vision. Original bid was \$135,000 by SimpleCity. Began to work with Atlas Designs and received bid of \$45,915 but negotiated down to \$41,915 with Atlas. Recommendation to move forward with US-281 overlay district plan. Will want input from Planning & Zoning Commission at a later date. Tommy McClung is the Vice President/Owner of Atlas.

**A motion was made by Councilmember Smith to contract with Atlas Design Services for the US-281 Corridor, seconded by Councilmember Barron, all in favor, motion carried unanimously.**

At 6:36 pm close regular meeting and adjourn into executive session.

**Executive Session in accordance with Texas Government Code:** in accordance with the authority contained in the Texas Government Code, Sections 551.071, 551.072, and 551.074.

1. Discussion, Consideration, and Possible Action Pursuant to Section 551.074 of the Texas Government Code, deliberation regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, to wit: consideration and possible action regarding entering into contract negotiations with City Administrator Candidate.
2. Discussion, Consideration, and Possible Action Pursuant to Section 551.074 of the Texas Government Code, deliberation regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, to wit: consideration and possible action regarding evaluation and discipline of City Boards and Commissions (Planning & Zoning, Historic Preservation, and Streetscape).
3. Texas Government Code Section 551.071 (Consultation with City Attorney), Section 1.05, Texas Disciplinary Rules of Professional Conduct and 551.072 (Real Estate): to wit, Discussion with legal counsel to obtain legal advice related to possible reclaimed water contract between City and Chamaco Mio Investments, LLC. A motion to review with Co-Council
4. Texas Government Code Section 551.071 (Consultation with City Attorney) and Section 1.05, Texas Disciplinary Rules of Professional Conduct and 551.072 (Real Estate). Confer with City Attorney regarding Canyon Lake Water SC (CLWSC) desire to purchase a portion of City's interest undivided interest.

At 7:48 pm closed executive session and opened regular session.

**Item 1: A motion was made by Councilmember Smith to authorize City Administrator, Kelly Kuenstler to negotiate contract with City Administrator Candidate Warren Escovy, to be presented on December 14 for action, seconded by Councilmember Divine, all in favor, motion carried unanimously. Councilmember Barron absent.**

**Item 2: No Action**

**Item 3: A motion was made by Councilmember Smith to authorize our City Attorney to review and discuss with co-council the reclaimed water contract between the City and Chamaco Mio Investments, LLC, seconded by Councilmember McClellan, all in favor, motion carried unanimously, Councilmember Barron absent.**

**Item 4: A motion was made by Councilmember Smith to thank Canyon Lake Water Supply Co. (CLWSC) for their letter dated December 31, 2020, have staff and water experts review and renegotiate the contract, seconded by Councilmember Divine, all in favor, motion carried unanimously, Councilmember Barron absent.**

**Adjournment**

**A motion was made by Councilmember Smith to adjourn the meeting, seconded by Councilmember Divine, all in favor.**

Meeting was adjourned at 7:53 pm.

Respectfully submitted,

\_\_\_\_\_  
Rachel Lumpee, Mayor

ATTEST:

\_\_\_\_\_  
Laurie A. Cassidy, City Secretary

These minutes were approved on the \_\_\_\_\_ day of \_\_\_\_\_, 2022.

# **CONSENT**

## **ITEM #4**



**SPECIAL MEETING  
OF THE GOVERNING BODY OF  
THE CITY OF BLANCO**

**Meeting Minutes  
Monday, December 13, 2021, 8:30 AM**

A special meeting of the City Council, City of Blanco, Texas was held on Monday, December 13, 2021, at 8:30 am at the Byars Building, 308 Pecan Street, Blanco, Texas.

The meeting was called to order at 8:34 am by Mayor Rachel Lumpee, followed by roll call (Laurie Cassidy) announcing a quorum was present. The Pledge of Allegiance was led by Mayor Lumpee. Council members present: Mayor Lumpee, Mayor Pro-Tem Saucedo, Councilmembers Barron, Divine, and McClellan. Councilmember Smith was absent.

City staff present: Kelly Kuentler, Laurie Cassidy, Linda Coones, Zach Dorris, and Police Chief Rubin.

Mayor Lumpee made the following announcements: Blanco County currently has 51 active Covid cases; the annual Police Department Toy Drive is still going on; thank you to all citizens, the Police Department, staff, the Sheriff's office, the ESD, and Blanco ISD for attending the parade Saturday night; hope everyone has a safe and happy holiday.

Public Comments:

- Retta Martin, apologized for confusion at last week's meeting. The Streetscape Committee will start this week re-organizing and moving forward with Phase I plans, thanks to you all very much.

**New Business: Consider, discuss, and take appropriate action on the following:**

1. Discussion, Consideration and Possible Action on A Reclaimed Water Contract Between the City of Blanco and Chamaco Mio Investments, LLC (Kelly Kuentler, Interim City Administrator). Ms. Kuentler discussed draft contract for reclaimed water sale, delivery and use by customer/landowner adjacent to current wastewater facility. Contract includes annual water use estimates, subject to City limitations, provides for metered use and sales at \$0.35 per thousand gallons. Terms of contract were discussed. **A motion was made by Councilmember Barron to authorize City Administrator to negotiate and finalize contract between the City and Chamaco Mio Investments, LLC with the flexibility to lock the rate at five years and then modify the rate according to City's standard rate for the remainder of the 20 year agreement, seconded by Councilmember McClellan, all in favor, motion carried unanimously.**

2. Discussion, Consideration and Possible Action on A City Administrator Agreement with Warren Escovy (Kelly Kuenstler, Interim City Administrator). Ms. Kuenstler discussed the final contract negotiations of a starting salary of \$152,000 with a 5% or \$7,600 increase for a total salary of \$159,600 after the first year of employment. The contract also includes a 6 month severance package (effective only after 6 months of continued employment), reimbursement for out of town mileage, 3 weeks annual leave, and a City issued mobile phone. This is a three year contract with six-month notice of non-renewal. The start date is January 11, 2022. Mr. Escovy has also asked for moving expenses not to exceed \$3,000. Councilmember Barron said she understands this is a lot, there is a huge demand for City Administrators and our City Administrator will wear a lot of hats and this is money we cannot afford not to spend. The Mayor added Council has received several e-mails from citizens that are in favor of having a qualified city administrator. **A motion was made by Councilmember McClellan to move forward with the hiring of Warren Escovy as City Administrator with the terms discussed and as stated in the contract, with the addition of reimbursement of moving expenses not to exceed \$3,000, seconded by Councilmember Divine, all in favor, motion carried unanimously. Welcome to Blanco Mr. Escovy!**
3. Discussion, Consideration and Possible Action on the Donation of a Tract of Land from Matt and Martha Herden on Elm & First Street (Kelly Kuenstler, Interim City Administrator). Ms. Kuenstler shared the City was approached by Matt and Martha Herden inquiring about what steps to take to donate a portion of land to be used as a park to include a Veterans Memorial (Elm and First Street). Also discussed was the donation of an additional piece of land for a potential home for City Hall (corner of Elm and no name street). This would move City Hall off the square and open up more space for businesses and tax revenue. Councilmember Divine said what a generous gift this would be to the City and Thank you. Mr. Herden said they have been thinking about this for the past 12 years. They saw the need in the City for additional park land and homes. Plans are currently in the infant stage. Mrs. Herden said they have lived on the property the past 36 years, and this is their home. Blanco has been very good to them, and they want to do something for the City. **A motion was made by Councilmember Barron to accept the generous donation of property at Elm and First Street by Matt and Martha Herden as presented and authorize the City Administrator to begin whatever actions are necessary to move this process forward, seconded by Councilmember Divine, all in favor, motion carried unanimously.**

4. Discussion, Consideration and Possible Action on the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal of a Public Officer or Employee, to wit: Consideration and Possible Action Regarding Approval of a Contract for the Appointment of a City Engineer (Kelly Kuenstler, Interim City Administrator). Ms. Kuenstler said the last RFQ was done in 2019 and she recommends the City advertise for RFQ for City Engineer now to have RFQ's due by January 28, 2022. Advertise on TML and City websites. Select committee to interview qualified applicants in February 2022 and Council to select firm for City Administrator to negotiate contract with and final negotiations due March 8, 2022, City Council meeting. Councilmember Divine is concerned with the timing of change-over of City Engineer during the water plant construction. Ms. Kuenstler said if there was a change in city engineer there would be a transition period, but we would keep the current engineer on the water treatment plant project. **A motion was made by Councilmember Barron to authorize the City Administrator to prepare and advertise an RFQ for City Engineer, seconded by Councilmember McClellan, all in favor, motion carried unanimously.**
5. Discussion, Consideration and Possible Action on Replacement of Infrastructure on Lazy Creek Lane (Zach Dorris, Assistant Public Works Director). Ms. Kuenstler thanked Zach Dorris for stepping up in Ronnie Rodriguez's absence. Zach Dorris, Assistant Public Works Director presented Council with pictures of line located in the alleyway between Greenlawn Pkwy. and Lazy Creek Ln. Within the past 12 years portions of the line have been replaced but problems still exist. Two main causes of the problems are cracks in the clay pipe allowing roots to infiltrate the sewer line and cause blockages and also the line has a dip in the middle of it allowing water and solids to build up rather than flow down the line. Preventative maintenance has been ramped up but recently one backup made its way into a customer's home. A major issue with the line is the fact it is located beneath several property owner's fences. The recommendation of the Public Works Department is to determine a scope of work which encompassed the entire replacement of this section of sanitary sewer line and to start the bid process. The fiscal impact is currently estimated to be around \$18,000 to \$25,000. **A motion was made by Councilmember Barron to authorize the City Administrator to proceed forward in conjunction with Public Works and the CIP committee to determine a scope of work, bid the project and move forward with completion of work, seconded by Councilmember Divine, all in favor, motion carried unanimously.**

## **Adjournment**

**A motion was made by Councilmember Barron to adjourn the meeting, seconded by Councilmember Divine, all in favor.**

Meeting was adjourned at 9:24 am.

Respectfully submitted,

\_\_\_\_\_  
Rachel Lumpee, Mayor

ATTEST:

\_\_\_\_\_  
Laurie A. Cassidy, City Secretary

These minutes were approved on the \_\_\_\_\_ day of \_\_\_\_\_, 2022.

# **CONSENT**

## **ITEM #5**

**cityadmin@cityofblanco.com**

---

**From:** cityadmin@cityofblanco.com  
**Sent:** Friday, December 17, 2021 4:27 PM  
**To:** 'mrieken@gmail.com'  
**Cc:** 'Leblanc, Frank'; 'Christine Anderson'; 'pamelajprescott@gmail.com'; 'Steve Scheffe'; 'Oj ARMSTRONG'; 'publicworksdirector@cityofblanco.com'; 'publicworksad@cityofblanco.com'  
**Subject:** RE: CIAMAC Focus & City Council Alignment

Mr. Rieken

I believe that this is consistent with the city's expectations. With that said, I am going to place this in the consent agenda in the event a council member wants to discuss this or revise the City's expectations.

Thanks to you and the committee for your valuable time!

Respectfully,

Kelly

Kelly Kuenstler, MPA  
Blanco City Administrator (Interim)  
P.O. Box 750  
Blanco, TX 78606  
(830) 833-4525

Please do not hit reply to all in order to avoid a potential Open Meetings Violation. Thank you!

**From:** mrieken@gmail.com <mrieken@gmail.com>  
**Sent:** Tuesday, December 14, 2021 9:36 AM  
**To:** cityadmin@cityofblanco.com  
**Cc:** 'Leblanc, Frank' <frank.leblanc@evrealestate.com>; 'Christine Anderson' <anchorpt11@yahoo.com>; pamelajprescott@gmail.com; 'Steve Scheffe' <steve.scheffe@gmail.com>; 'Oj ARMSTRONG' <ojarmstrong@gmail.com>; publicworksdirector@cityofblanco.com; publicworksad@cityofblanco.com  
**Subject:** CIAMAC Focus & City Council Alignment

---

# CIAMAC

December 14, 2021

## Memorandum

To: Blanco City Administrator, Kelly Kuentler

From: Capital Improvement & Asset Management Advisory Committee

The CIAMAC will be focused on items 1 & 2 (below) for the current and possibly the next fiscal year. The CIAMAC does not currently require update or creation of new documents to provide capital budgetary recommendations and to identify shovel ready projects. Engineering time will be required to provide capital budget input and/or inclusion into a PIF. Authorization for engineering expense will be sought once the city identifies their preferred engineering firm.

The CIAMAC's primary deliverables include:

1. **Annual capital improvements / maintenance budget input.**
  - **Manage long term maintenance objectives**
2. **Develop a list of shovel ready projects**
3. Manage development of documents required for determination of impact fees.
4. Manage documents related to maintenance and expansion of city infrastructure.
  - Land Use Plan
  - Comprehensive Development Plan
  - Water, wastewater and street AMP's
  - Water & wastewater CIP's

Impact fee determination would require updated and new documents (items 3 & 4, above). It is not recommended that the documents (land use plan, CIPs, rate study) be updated or created at this time unless the city council wishes to do so

---

specifically for impact fee determination. It would require between 6 and 15 months and \$50K to \$150K to complete the work necessary for determination of impact fees. The wide range of cost and schedule is commensurate with the scope of the studies and documents. Studies focused on implementation of rapid, but limited impact fees would be at the lower end of the cost/schedule range, as you would expect. The CIAMAC can provide several cost and schedule options for impact fee determination if the city council wishes to pursue this scope of work at this time, but the committee will not pursue this scope of work at this time unless requested to do so by the City Council.

City engineer, Tom Turk, said improving the odds for selection of Blanco's PIF(s) by TWDB for funding is to mature the projects to the point of being shovel ready, i.e. ready to bid. The four wastewater projects in the August 2021 PIF are defined and costs were estimated. The cost estimates are roughly +/- 50%. Each of the four project cost estimates include 15% for detailed design and preparation of bid packages. Maturing the four projects to "shovel ready" will cost about \$1.2M or 15% of \$8M. Adding additional projects to the existing wastewater PIF and/or creating an additional PIF for water projects will cost about \$10K of engineering time. The CIAMAC will pursue the "additional projects" option rather than "maturation to shovel ready projects" since it is not obvious that funds exist to conduct detailed engineering at this time.

City operation of the water and wastewater systems are transitioning to a contract operation. An Operating Agreement will need to be created and negotiated. The city attorney is new. The water treatment plant is under construction. The city administrator position is in transition. The city engineer's remit has been somewhat limited to WTP construction oversight and construction management. The city is experiencing a lot of change at this time. Assessing the condition of the streets and water lines combined with creation of an actionable execution plan for maintenance of the wastewater, water and city streets will be CIAMAC's focus for the foreseeable future.

Please advise if the above is inconsistent with the city's expectations.



# **CONSENT**

## **ITEM #6**

## **Laurie A. Cassidy**

---

**From:** Rachel Lumpee <mayor@cityofblanco.com>  
**Sent:** Tuesday, December 28, 2021 11:00 AM  
**To:** cityadmin@cityofblanco.com; 'Laurie A. Cassidy'  
**Subject:** FW: P&Z and CIAMAC

Please see below for Ms. Anderson's resignations and let the rest of Council know. Thank you.

Sincerely,  
Mayor Rachel Lumpee  
City of Blanco, Texas

Public Officials: Do not reply all to this email as doing so may be a violation of the Texas Open Meetings Act. Only reply directly back to the Sender if needed.

**From:** Christine Anderson <anchorpt11@yahoo.com>  
**Sent:** Monday, December 27, 2021 2:54 PM  
**To:** Rachel Lumpee <mayor@cityofblanco.com>  
**Cc:** Goddessfit <goddessfit@aol.com>  
**Subject:** P&Z and CIAMAC

Hello Mayor,

This email serves as confirmation that I will be stepping down from the City of Blanco Planning and Zoning Commission at the end of January 2022.

For this reason I will also no longer be able to serve on the Capital Improvement and Asset Management Advisory Committee on behalf of P&Z, representing Martin Saucedo, after that time.

Connie Barron is actively pursuing a replacement for me.

Best wishes in 2022... it should be an interesting year!

Chris Anderson

# **CONSENT**

## **ITEM #7**



Presentation, Discussion and Possible  
Action on the Approval of an  
Amendment to the Interlocal Agreement  
between the City of Blanco and the  
Blanco Emergency Services District #2

KELLY KUENSTLER

JANUARY 11, 2022

BLANCO CITY COUNCIL MEETING

1

## Discussion

- o During the December 7, 2021, City Council Meeting; the Council approved an interlocal agreement with  
Blanco's Emergency Services District
- o Their fee schedule was not attached to the agreement presented on  
December 7, 2021.
- o The fee schedule is now attached as Exhibit B to the Agreement entitled Fire  
Inspection Fee Schedule



2

## Recommendation & Fiscal Impact

Fiscal Impact: Depends on service

Recommendation: Approve amended agreement with Exhibit B (Fee Schedule)



3



Presentation, Discussion and Possible Action on the Approval of an Amendment to the Interlocal Agreement between the City of Blanco and the Blanco Emergency Services District #2

KELLY KUENSTLER  
JANUARY 11, 2022  
BLANCO CITY COUNCIL MEETING

4

## Fire Inspection Fee Schedule

This fee is for processing building plans submitted for approval, and will be paid at the time of submission of the plans.

The minimum fee for all submitted plans and specifications is \$50.00.

Projects with a valuation over \$1,000.00 will use the following table:

Project Valuation	
\$1,000.00 and less	\$50.00
\$1,001.00 up to \$50,000.00	\$50.00 for the first \$1,001.00 plus \$7.00 for each additional thousand or fraction thereof.
\$50,001.00 up to \$100,000.00	\$393.00 for the first \$50,001.00 plus \$6.00 for each additional thousand or fraction thereof.
\$100,001.00 up to \$350,000.00	\$687.00 for the first \$100,001.00 plus \$5.00 for each additional thousand or fraction thereof.
\$350,001.00 up to \$700,000.00	\$1,888.00 for the first \$350,001.00 plus \$4.00 for each additional thousand or fraction thereof.
\$700,001.00 up to \$1,000,000.00	\$3,284.00 for the first \$700,001.00 plus \$3.00 for each additional thousand or fraction thereof.
\$1,000,001.00 and up	\$4,181.00 for the first \$1,000,001.00 plus \$2.00 for each additional thousand or fraction thereof.

### 1.0 Change of Use or Substantial Improvement (with structural modifications) - Same as above.

This fee covers the review of structural modification and/or interior finish-out plans and issuing the permit to modify an existing structure from one occupancy classification to another in order to ensure the building and new occupancy usage complies with adopted Fire Codes. Includes the associated inspections and issuing a Certificate of Occupancy.

### 2.0 Failure to Obtain Required Permit - Double original permit fee

This fee will be assessed by the Fire Inspector, when a Notice of Violation has been issued, for performing construction or system installation work without first obtaining appropriate permits as required by Section 108.4 of the adopted Fire Codes and Commissioner's Court Order.

### 3.0 Change of Occupancy Use Inspection - \$150.00

This fee covers the required inspection necessary to ensure compliance with the adopted Fire Code, and issuance of a new Certificate of Occupancy for an occupancy area that has changed from one occupancy/business use to a new occupancy/use.

*The following fees apply when they are not part of the original project valuation*

### 4.0 Preliminary Plan Review - \$125.00

Charge for a preliminary review of the plans, which have not been submitted for approval for which no permit has been issued.

#### **5.0 Taxing Entities Building Permit Fee**

The fee for processing building plans submitted for approval by a Taxing Entity authorized to impose taxes within and upon residents of Blanco County, Texas, are 50% of the fee schedule. Taxing Entities for purposed of the Blanco County Fire Code are defined to include school districts, emergency service districts, municipalities, or other entities authorized by the state or federal statute to levy tax within and upon residents of Blanco County, Texas, for the purpose of yielding revenue to serve legitimate public purpose for the benefit of Blanco County tax payers.

### **Systems Permits and Fees**

#### **1.0 Alternative Fire Protection System   \$300.00**

This fee covers reviewing plans, conducting rough-in inspections and witnessing the acceptance testing of alternative fire protection and fire suppression systems.

The following are fees that require fire inspections as per the Fire Codes.

#### **2.0 Fire Alarm System                               \$250.00+**

This fee covers reviewing plans, conducting rough-in-inspection and witnessing fire alarm acceptance testing. The fee is \$250.00 plus \$.50 per initiating and/or alarm signaling device over ten.

#### **3.0 Fire Sprinkler System                               \$250.00+**

This fee covers reviewing plans, conducting rough-in-inspection and witnessing the 2-hour hydrostatic testing of the fire sprinkler system. The fee is \$250.00 plus \$.50 per sprinkler head over thirty-five.

#### **4.0 Paint/Spray Booth System                       \$250.00**

This fee covers reviewing plans, witnessing the testing and inspection of commercial paint/spray booth fire suppression systems.

#### **5.0 Smoke Control System                               \$250.00**

This fee covers reviewing plans and witnessing the testing of building smoke control system (including fire dampers, smoke dampers, fire/smoke dampers and duct smoke detectors) required by the Fire Code.

#### **6.0 Standpipe/Water Supply Permit:   \$100.00**

Per system when not installed in conjunction with new building construction.

#### **7.0 Vent/Hood Suppression System   \$150.00**

This fee covers reviewing plans, witnessing the testing and inspection of fire extinguishing system in kitchen vent hoods and exhaust ducts.

## **Flammable/Combustible Liquids and Gas Permits and Fees**

### **1.0 Aboveground Fuel Tank Installation/Removal (per tank – including LPG)     \$300.00**

This fee is for reviewing plans, witnessing the placement and inspection of aboveground fuel tank installation or removal.

### **2.0 Fuel Dispensing Facility Inspection and Registration     \$150.00**

This fee is applicable for the registration of all facilities in unincorporated Blanco County where flammable or combustible liquid or gas are dispensed.

### **3.0 Fuel Dispensing Facility Inspection and Registration Renewal     \$100.00**

This fee is applicable for the registration of all facilities in unincorporated Blanco County where flammable or combustible liquid or gas are dispensed. This renewal fee is applicable if renewed prior to the expiration of the current permit.

### **4.0 Underground Fire Protection System     \$250.00**

This fee covers reviewing plans, conducting rough-in-inspection and witnessing the 2-hour hydrostatic testing on underground fire protection lines for fire sprinkler, fire protection standpipes and fire hydrants installed on both public and private water systems.

### **5.0 Underground Fuel Tank Installation/Removal (per tank – including LPG)     \$300.00**

This fee is for reviewing plans, witnessing tank testing and inspecting pre and post underground fuel tank installation or removal.

### **6.0 Underground Fuel Line Pressure Testing     \$150.00**

This fee will be assessed for witnessing the pressure test of modified or newly installed fueling system supply lines.

## **Fireworks and Explosive Permits and Fees**

### **1.0 Seasonal Fireworks Stand Inspections     \$30.00**

This fee is for the inspection of fireworks stands to ensure compliance with the adopted Fire Code and minimum safety standards adopted by the State.

### **2.0 July and December Fireworks Stand Permits and Inspections     \$50.00**

This fee is the same as Seasonal Fireworks but if the stand operator wishes they can purchase one permit. This permit fee is good only for the July and December Fireworks selling period. This application must be processed prior to the July sales date and is good for that year only.

### **3.0 Pyrotechnics Authorization     \$50.00 per Event**

The fee is for the review of a proposed pyrotechnics display, inspection for the proposed display site, and to verify the pyro-technician's license. The fee is applicable for any public or private



fireworks display utilizing any class of regulated fireworks. The fee does not include the fee for a Fire Watch that may be required by the Fire-Inspector.

**4.0 Pyrotechnics Authorization Annually** **\$80.00**

This fee is for the review of a proposed pyrotechnics display, inspection for the proposed display site, and to verify the pyrotechnician's licenses. The fee is applicable for any public or private fireworks display utilizing any class of regulated fireworks. The fee does not include the fee for a Fire Watch that may be required by the Fire Inspector.

## **Food Vendor**

**1.0 Mobile Vendor Registration** **\$125.00 annually**

This fee is applicable to all mobile food service vendor vehicles operating in unincorporated Blanco County for the registration, and inspection of the fire safety features of the vehicle.

**2.0 Mobile Vendor Registration Renewal** **\$100.00 annually**

This fee is applicable to all mobile food service vendor vehicles operating in unincorporated Blanco County for the registration, and inspection of the fire safety features of the vehicle.

### **State Required License Inspections: See Below**

State licensed facilities that require annual fire inspection for operational permits. Non-profit or government organizations are exempt from this section.

1. Daycares .....\$ 50.00
2. Nursing or care centers.....\$150.00
3. Hospitals .....\$200.00
4. Institutional restrained .....\$200.00
5. Licensed in home facilities.....\$ 50.00
6. Foster homes or adoption centers/homes ... **exempt**

## **Miscellaneous Fees**

**1.0 After-Hours Fee** **\$75.00/hr. (2-hour minimum)**

If circumstances warrant, and with prior approval, the Fire Inspector may review a plan, conduct an inspection, or witness a test outside normal working hours of 8:00 A.M to 5:00 P.M. (Monday through Friday) when a written request is made by the contractor, the owner or the owner's representative at least 3 days in advance of the desired work. This fee for this service shall be paid immediately after the conclusion of the special service in addition to any other required fees.

**2.0 Consultation Fee** **\$50.00/hr. (2-hour minimum)**

This fee will be assessed for preliminary review of construction plans or other consultations with architects, engineers, contractors, and sub-contractors. This fee will also be assessed when an on-site consultation is requested or required.

**3.0 Mass Gathering Permit Processing** **\$200.00**

This fee is for the processing of a mass gathering permit application, the required site inspection, and the processing of the associated documents required to obtain Commissioners Court approval to conduct a Mass Gathering as required by State Law. If application for a mass gathering is not submitted 45 days in advance of the event, a \$50.00 late application fee will be charged.

**4.0 Modification Permit**

**\$75.00**

Review of plans after a modification has been made after the plans have been approved and a permit issued.

Includes: Existing sprinkler system (up to thirty sprinkler heads)  
Existing alarm systems (up to ten initiating/signaling devices)

**5.0 Modular/Mobile Structure Installation Permit**

**\$300.00**

This fee is for the installation of a mobile or modular structure that will be used for commercial or public access purposes. It will include the plan review of the structure and inspection after installation to ensure the structure meets the intent of the adopted Fire Code. This is for mobile/modular structures that will be used for greater than 365 days.

**6.0 Re-inspection Fee**

**\$40.00 per hr. (\$40.00 minimum)**

This fee will be assessed for each re-inspection required to bring a previously identified fire hazard related problem into compliance with the law. All re-inspection fees shall be paid before or at the time re-inspection will be performed. This fee will also be assessed if a scheduled fire inspection is not canceled within four (4) hours of the scheduled date and time.

**7.0 Re-inspection/Retest:**

**\$30.00 for each re-inspection.**

This fee shall be paid before any subsequent inspections are made.

**8.0 Temporary Structure Permits**

**Less than 144 sq. ft. \$50.00**

**More than 144 sq. ft. \$50.00 + \$.175 sq. ft.**

This fee is for registration and inspection of temporary structures (tents, air supported structures, canopies, construction trailers, etc.) The fee includes inspection for the structure to ensure compliance with the adopted Fire Code requirements. Valid for up to 365 days.

**9.0 Tent permits:**

**\$50.00**

Any tent over 500 Square Feet.

# **CONSENT**

## **ITEM #8**

## **Section 2.3 Administrative Officials and Review Entities**

### **(1) City Council (Council).**

(a) General. The regulations and restrictions of the City Council for the City of Blanco will be pursuant to the provisions of applicable statutory requirements of the State of Texas.

(b) Powers and Duties. The City Council (Council) has the following powers and duties:

i. Appointments and Removal. The City Council is responsible for appointing and removing any member of the Planning and Zoning Commission, Board of Adjustment, and Historic Preservation Commission. Appointments and Removals will be made on the recommendation of the Mayor and a vote of approval by the City Council. Any Commission or Board may recommend appointment or removal of any member to the City Council.

ii. The City Council has responsibility for hearing and taking final action in the following procedures described in this Code.

1. Comprehensive Plan Amendment
2. Unified Development Code Text Amendment
3. Annexation
4. Zoning Map Amendment
5. Historic District Designation
6. Special Use Permit
7. Final Plat
8. Development Agreement
9. Variances from Chapter 5: Site Development
10. Dedication of land and community

11. Any other specific procedure or legislative action that requires City Council action as specified in this Code or required by state or federal law.

(c) City Council Final Action. The Council will review the application, any underlying Advisory Board (such as the Planning & Zoning Commission) recommendations, as well as the City Staff's report, conduct a hearing in accordance with the Council's established procedures and state law, and take final action on the application.

(d) Criteria for Approval. The Council will approve an application only once determined that:

- i. The application is complete, and the information contained within the application is sufficient and has been rendered in good faith to allow adequate review and final action; and
- ii. The application meets the specific criteria for procedures provided in Chapter 3.

(e) Appeals. A person aggrieved by a final action on a Council procedure may appeal to a competent court of record.

### **(2) Planning and Zoning Commission.**

#### **(a) General.**

i. The regulations and restrictions of the Planning and Zoning Commission for the City of Blanco will be pursuant to the provisions of applicable statutory requirements of the State of Texas.

ii. No requirement or procedure of the Planning and Zoning Commission action may govern if it conflicts with specific provisions of this Code.

#### **(b) Powers and Duties.**

i. The Planning and Zoning Commission has the powers and duties of a Planning and Zoning Commission in accordance with Texas Local Government Code Section 211.007 and Section 371.042, provided, however, that it serves only in an advisory capacity to the City Council.

ii. The Planning and Zoning Commission's authority extends to and includes review and recommendation of the following:

1. Comprehensive Plan Amendment
2. Unified Development Code Text Amendment
3. Zoning Map Amendment
4. Historic District Designation
5. Special Use Permit
6. Concept Plan
7. Preliminary Plat
8. Final Plat
9. Development Agreement
10. Variance Request
11. Dedication of land and community facilities

**(c) Membership and Voting.**

The Planning and Zoning Commission (also known as the “P&Z”) will be formed and conduct all activities in accordance with this Code and other applicable City Code requirements, the ordinance creating the Commission, and any adopted Bylaws that have been approved by City Council.

The Planning and Zoning Commission shall be composed of seven (7) commissioners, which include the Chair, who are appointed by the City Council. Five (5) voting commissioners shall be residents of the City of Blanco or its extraterritorial jurisdiction (ETJ). Two (2) of the foregoing five (5) voting members may live outside the city limits so long as they own businesses or are employed within the city limits of Blanco or its ETJ. The remaining two (2) of the seven (7) Commissioners may reside outside of the City of Blanco city limits or its ETJ. Each member shall serve a term of two (2) years. The term shall expire on the first day of July of the appropriate year. Any vacancy on the Commission shall be filled by the Mayor for the remainder of the non-expired term. Recommendations for members to serve shall be made by the Planning & Zoning Commission and appointed by the City Council. Any member of the Commission who fails to attend at least seventy-five percent (75%) of all meetings of the Commission within any twelve (12) month period shall be removed from the Commission, unless such failure to attend was the result of illness or other acceptable excuse as determined by the City Council. The Planning and Zoning Commission shall choose its own Vice-Chair. All members, including the Chair, shall be entitled to one (1) vote upon each question.

**(d) Planning and Zoning Commission Review Process.** The Planning and Zoning Commission review process will be required for any permit application that requires review and recommendations from the Planning and Zoning Commission, as described in this Code.

- i. Initiation of a Planning and Zoning Commission process may be made upon application by the property owner of the affected property or its authorized agent.
- ii. An application must be made in a format consistent with requirements determined by the City in accordance with this Code. Applications must include materials determined necessary by the Commission including but not limited to a copy of the most recent plat and/or deed of the property. Information regarding the format requirements and submittal materials required for the application shall be delineated by the City and available to Applicants either in this Code or by inquiring with the City Secretary. Incomplete submissions will not be heard by the Planning and Zoning Commission.

**(e) Planning and Zoning Commission Final Action.** The Planning and Zoning Commission will serve as an Advisory Body to the City Council. The Planning and Zoning Commission will have no authority for final action.

**(f) Criteria for Recommendation.** An application will not be recommended for approval until the Commission determines that:

- i. The application is complete, and the information contained within the application is sufficient and correct so as to allow adequate review and a decision on a recommendation by the appropriate review authority.
- ii. The application conforms to the requirements of this Code and any applicable state law.

# **CONSENT**

## **ITEM #9**

AMENDMENT TO THE CITY OF BLANCO PERSONNEL POLICY MANUAL

This Amendment to City of Blanco (the "City") Personnel Policy Manual (the "Manual") is made effective upon adoption by City Council.

WHEREAS the Manual and related policies were adopted by the City effective on July 20, 2021; and

WHEREAS selected amendments to the Manual are deemed necessary for the benefit of the City and its employees.

NOW, THEREFORE,

Section 2.05.E.3. of the Manual is amended to add and provide that any employee termination appeal must be made by written notice by the affected employee to the Mayor, not later than three (3) business days after termination by the applicable department head or other supervisor. Written notice of appeal shall be made by hand or personal delivery, or express or certified mail, to City Hall, City of Blanco, to the attention of the Mayor. Any such notice of appeal shall include a summary statement of the grounds for appeal. Upon receipt of a notice of appeal, the Mayor shall permit the affected employee to make a personal appearance to provide and state any grounds and other detail or evidence in support of the appeal. Any decision of the Mayor shall be final and not subject to further appeal, except as provided by applicable law.

Effective the \_\_\_\_ day of January 2022.

CERTIFIED:

City of Blanco

\_\_\_\_\_  
By: Rachel Lumpee, Mayor

ATTEST: \_\_\_\_\_

City Secretary

# **CONSENT**

## **ITEM #10**



## Amendment to City of Blanco City Administrator Agreement

This Amendment to the City of Blanco (the “City”) Administrator Agreement, made effective December 14, 2021 (the “Agreement”), is made effective January 11, 2022;

WHEREAS the Agreement was approved by the City, effective the date stated above, by and between the City and Warren Escovy, the incoming City Administrator;

WHEREAS it was the intention of the parties to the Agreement that the incoming Administrator would be immediately eligible for all City benefits ordinarily granted to all employees of the City, including but not limited to participation in and coverage by the City’s healthcare, medical and related plans, and benefits; and

WHEREAS the Agreement as adopted did not effect this immediate coverage and the parties now wish to effect the same.

NOW, therefore, the Agreement is hereby amended, to provide to the incoming City Administrator all healthcare, medical and related plans, and benefits, as offered to all City employees, effective as of January 11, 2022.

City of Blanco

---

By: Rachel Lumpee, Mayor

Agreed & Acknowledged:

---

Warren Escovy