

PUBLIC HEARING

Approval of New Short-Term Rental Permit, Hill Country Haven
at 1006 12th Street, TC Estates, Lot 01, 0.232 Acres, Blanco, Texas
(Owner: Abby T. Latham).



City of Blanco

P.O. Box 750 Blanco, Texas 78606
Office 830-833-4525 Fax 830-833-4121

September 19, 2024

Name: [REDACTED]

Address: [REDACTED]
[REDACTED]

Dear Property Owner:

The City of Blanco has received a request from the owner of the following property requesting approval of a short term rental permit on the following described property located within the city limits of the City of Blanco.

Property Owner: Latham, Abby T.

Property Location: 1006 12th Street (TC Estates Lot 01, Acres 0.232), Blanco, Texas 78606

The Planning and Zoning Commission of the City of Blanco will conduct a public hearing and regular meeting, for the purpose of considering the request on October 7, 2024 at 6:00 pm at the Byars Building, 308 Pecan Street, Blanco, Texas. **The City Council** will conduct a public hearing and regular meeting, for the purpose of considering the request on October 8, 2024 at 6:00 pm at the Byars Building, 308 Pecan Street, Blanco, Texas 78606.

You are receiving this notice as required by city ordinance 2022-O-005. If you wish to protest the proposed permit, you must do so prior to the public hearing in writing, sign the protest, and return it to the City Secretary at Blanco City Hall, 300 Pecan Street in Blanco or mail it to City of Blanco, P. O. Box 750, Blanco, Texas 78606.

Sincerely,

Laurie Cassidy, TRMC
City Secretary

**ALL
KINDS OF
FURNITURE**

**Oct. 04 & 05
Friday & Saturday
8am - 6pm**

**TOO
MUCH
TO LIST!**

· China Cabinet – Love Seat – Chaise Lounge - Collectables – Clothes – Books
Pictures - Lots & Lots of Fall & Christmas Décor & Dishes – Antiques – Toys!

LEGAL NOTICES

PUBLIC HEARING NOTICE CITY OF BLANCO SHORT TERM RENTAL PERMIT APPLICATION

The City of Blanco, Planning & Zoning Commission will hold a Public Hearing on October 7, 2024 at 6:00 p.m. at the Byars Building, 308 Pecan Street, Blanco, Texas 78606 and the City of Blanco, City Council will hold a Public Hearing on October 8, 2024 at 6:00 p.m. at the Byars Building, 308 Pecan Street, Blanco, Texas, 78606 to discuss the approval of a new short term rental permit application at 1006 12th Street. Interested parties are invited to attend the hearings and express their opinions regarding these applications. Written comments will be accepted by the City Secretary at citysec@cityofblancotx.gov.

LETTER TO THE EDITOR POLICY

Letters must be signed, and to be verified, must include a valid telephone number, mailing address and email address. Letters should focus on the point to be made and should be no longer than 300 words. Letter writers are encouraged to speak out on issues and ideas but to refrain from attacks on businesses or individuals. Thank you letters should be sent directly to the entity or individual deserving such recognition or be submitted as paid advertising. Letters endorsing or opposing political candidates or parties are considered political advertising and will be directed to our advertising staff. Letters from any one single writer will only be published twice a month. The Blanco County News reserves the right to accept or reject a letter, and may edit submissions for style, grammar and clarity. Send letters to the attention of Editor, PO Box 429, Blanco, TX 78606, or via email to editor@blanconews.com.

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YOUR
GOLF BALLS**

**Inquiries
of 300 or more
please.**

(512)470-7252

golfballhouse@gmail.com

**Thank you for reading the
Blanco County News!**

RECEIVED

SEP 30 2024

September 24, 2024

City of Blanco
P.O. Box 750
Blanco, Texas 78606

Dear Planning and Zoning Commission of the City of Blanco:

We received your certified letter requesting approval of a short term rental permit of property owned by Abby T. Latham, 1006 12th St. which is adjacent to our property at 919 13th St.

We are 'NOT in favor' of any short term rentals within our neighborhood.

Please consider our request to Not permit the short term rental at 1006 12th St. as this has always been a permanent or long term residential area of the city and we hope to keep it that way.

Sincerely,



Kuebel Family Trust

PROCLAMATION 1

**PROCLAMATION
OF THE CITY OF BLANCO
PROCLAIMING OCTOBER 2024 AS**

“Hill Country Night Sky Month in the City of Blanco”

- WHEREAS,** the aesthetic beauty and wonder of star-filled skies are the heritage of all humankind and locally to the inhabitants of the City of Blanco and are therefore worthy of celebration; and
- WHEREAS,** the experience of standing beneath a star-filled night sky inspires feelings of wonder and awe, and may encourage interest in science and nature especially among young people; and
- WHEREAS,** the opportunity to view star-filled skies attracts tourists to our region and therefore economic benefit to the City of Blanco; and
- WHEREAS,** preserving the rich historic heritage and starry night skies of Blanco is important to its residents; and
- WHEREAS,** “light pollution,” which is wasted artificial light that performs no function or task and goes where it is not needed, creates glare, light trespass, and sky glow; and
- WHEREAS,** light pollution wastes natural resources amounting to at least \$2 billion per year and contributes to diminished American energy independence; and
- WHEREAS,** the historical view of the night skies has been eroding in many nearby areas and generations are growing up with limited, if any, view of the wonders of the universe; and
- WHEREAS,** the influx of people into the Texas Hill Country region and the accompanying light pollution from area lighting fixtures has been steadily on the rise; and
- WHEREAS,** solving the problem of light pollution involves making better use of outdoor lighting to direct light down to where it is needed instead of upward into the sky, putting outdoor lights on timers and motion detectors and using outdoor lighting only where necessary; and
- WHEREAS,** Hill Country communities are increasingly dedicated to the preservation of the region’s night skies, as evidenced by the frequent educational activities conducted in our region and by the increasing number of places in our region recognized as International Dark-Sky Places by the International Dark-Sky Association, including: Enchanted Rock State Natural Area, South Llano State Park, the City of Dripping Springs, the Wimberley Valley, the City of Fredericksburg, the City of Horseshoe Bay, U Bar U Camp & Retreat Center, the River Hills Neighborhood of Travis County, and the Lost Creek Neighborhood of Travis County; and
- WHEREAS,** this regional effort and the preservation and celebration of our night skies is worthy of a month-long celebration.

NOW THEREFORE, BE IT PROCLAIMED by the City Council of the City of Blanco, Texas:

1. That October 2024 shall hereafter be known as “Hill Country Night Sky Month” in Blanco, Texas.
2. That the Mayor and the Blanco City Council encourage citizens to enjoy the night sky and to participate in the Hill Country region’s events and programs celebrating the night sky and promoting the ways in which communities are working to preserve it.
3. That the Mayor and the Blanco City Council encourages citizens to learn about light pollution and why it matters, night sky friendly lighting, and lighting recommendations, and to implement practices and lighting improvements that will reduce light pollution, thereby preserving our night skies.
4. The Blanco City Secretary is hereby instructed to post this Proclamation at the Blanco City Hall for Public Display and enter this document into the permanent records of the City of Blanco.

Mike Arnold, Mayor, Blanco, Texas

STAFF
CITY HALL

**STAFF
POLICE
DEPARTMENT**

**STAFF
FINANCE
DEPARTMENT**

CONSENT

ITEM #1

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

**Meeting Minutes
September 10, 2024**

A regular meeting and public hearing of the City Council, City of Blanco, Texas was held on September 10, 2024, at 6:00 pm at the Byars Building, 308 Pecan Street, Blanco, Texas.

The meeting was called to order at 6:00 pm by Mayor Arnold, followed by roll call announcing a quorum was present. The Invocation and the Pledge of Allegiance was led by Council Member Moses. Council members present: Mayor Arnold, Mayor Pro-Tem Mack-McClung and Council Members Swinson, Moses, Cargill, and Moore.

City staff present: Warren Escovy, City Administrator, Laurie Cassidy, City Secretary, Dana Bundick, Interim Finance Director, and Chief Jerry Thornhill.

Mayor Arnold made the following announcement:

- New iPads were received by the Mayor and Council to reduce the time and cost of producing paper packets for each meeting.
- Police Appreciation Picnic is this Saturday, September 14, 2024, 11-1 pm at Bindseil Park, we will have hotdogs and activities for the kids.
- Blanco County Burn Ban is off

Public Comments:

- Mike Smith, City of Blanco resident spoke regarding his public information request related to city staff and exit interviews. He shared the majority of persons who left stated the reason for leaving was due to a specific elected official and/or due to social media attacks on them by elected officials. He also spoke regarding the reorganization of the Transportation Committee (TPAC), stating we need to treat our volunteers (and staff) with respect and appreciation. He asked the Council to support the volunteers and let them continue doing their job without interruption.
- Kenneth Welch, Blanco County resident spoke regarding the reorganization of the Transportation Committee (TPAC). He asked the Council to discuss the purpose and direction first and then assignment of members.
- Dave Smith, City of Blanco resident spoke and said we understand the problems within the city and went on to discuss the Transportation Committee (TPAC). He is concerned about what is going on with TPAC Committee and believes the committee should be made up of persons outside the Council, outside the city limits and inside the city limits.

OPENED PUBLIC HEARINGS at 6:12 pm

No Comments

1. Approval of Special Use Permit to allow variance to sidewalk requirements at 603 Elm Street (Harrison Heirs, Blk 02), 1.748 acres, Blanco, Texas 78606, (Property Owner: Larson, John and Kathryn).

2. Approval of Short-Term Rental Permit Application at 20 Mesquite Street (Blanco River Addition, 0.26 acres, Blanco, Texas 78606, (Property Owner: Villalon, Xavier and Leticia).

CLOSED PUBLIC HEARINGS at 6:12 pm

PRESENTATIONS:

1. Streetscape Committee Update presented by Retta Martin, Chair and Eric Burkhart.
2. Historic Preservation Commission Update presented by Gary Currier, Chair.
3. Annual HOT Report, presented by Libbey Aly, Blanco Chamber of Commerce (Libbey has been with the Chamber for the past 13 years. This year's request for HOT funds totals \$154,237.
4. Request for HOT Funds for Christmas Lights by Brandon Carlson, Blanco Chamber of Commerce. Great for our community and tourism. 1) courthouse needs electrical upgrade of \$25,207, 2) Trimming of trees by Sean Cole, \$1,800 (balance of work to be provided at no cost), and 3) 70,000 feet of lights at a cost of \$15,000, total cost first year of project: \$42,007.

Staff Presentations:

1. City Hall, Warren Escovy, City Administrator, spoke regarding the progress with the pothole repairs project, the 2024-2025 proposed budget to be adopted at a special meeting on September 27, he also discussed the budget process and miscommunication with the budget numbers. Lastly, he discussed the need to grow the City's economic base to be able to afford infrastructure upgrades and fill positions that were not funded in the coming year's budget. The expansion into the ETJ is hampered by being capped out on sales tax, looking at infill growth and voluntary annexation in the future to provide better services to the public and CIP (Capital Improvements), grants, and impact fees will be vigorously explored to provide future funding needs.
2. City Hall, Dana Bundick, Interim Finance Director presented the July and August monthly financial reports. Dana also presented the Manual of Accounting Policies, the Investment Policy, and the Purchasing Policy for annual review and updates. The Council gave their input (vendors, change review period from 5 years to 1 year, Purchasing Policy, page 96, Section 2.2, vendor payment process, and have two members of staff review and approve all invoices before approval for payment).
3. Police Department, Chief Thornhill presented the August (newly revised) Monthly Report.

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 Council Member, in which those items will be pulled for separate consideration.

1. Approval of Minutes from the August 6, 2024, Budget Workshop #2.
2. Approval of Minutes from the August 13, 2024, Regular Meeting.
3. Approval of Minutes from the August 15, 2024, Budget Workshop #3.
4. Approval of Minutes from the August 20, 2024, Special Meeting and Water Workshop.
5. Approval of Minutes from the August 26, 2024, Budget Workshop #4.

A motion was made by Council Member Swinson to approve the consent agenda item one through five as presented, seconded by Mayor Pro-Tem Mack-McClung, all in favor, motion carried unanimously.

Old Business #3, moved up on the Agenda by Mayor Arnold:

1. Consideration, Discussion and Take Possible Action on New Membership and Direction for the Transportation Planning and Advisory Committee (TPAC). By default, all Council Members are members of the committee. Mayor Arnold appointed Council Member Moore as the Chair. Council Member Moore thanked the current members. He reviewed all the applications and said as an ad-hoc committee he wishes to nominate all applicants (current members as well as new) be approved as committee members. These members include Ken Welch, Libbey Aly, Brandon Carlson, Jo Nell Haas, Wendy Cambridge, Robin Dallenbach, Lowell Choate, Grady Achilles, Scott Rubin, and Daniel King. Three initiatives: 1) expand focus 281 bypass, 2) analysis parking within the city, and 3) annexation discussions. **A motion was made by Mayor Pro-Tem Mack-McClung to approve the slate of applicants as presented and appoint Council Member Moore as committee Chair, seconded by Council Member Moses, motion tied 2-2 with Council Members Swinson and Cargill opposed and Council Member Moore abstained from the vote. The Mayor voted in favor of the motion, making the vote 3-2, motion carried.**

NEW BUSINESS: Consider, discuss, and take appropriate action on the following:

1. Consideration, Discussion, and Take Possible Action on Approval of Special Use Permit to allow variance to sidewalk requirements at 603 Elm Street (Harrison Heirs, Blk 02), 1.748 acres, Blanco, Texas 78606, (Property Owner: Larson, John and Kathryn). Warren discussed request from developer for a variance from the UDC Chapter 7, 7.2 requiring sidewalks on all new developments. Planning & Zoning Commission recommended denial of request. The Council discussed in detail. Owner spoke regarding the cost of sidewalks. **A motion was made by Council Member Swinson to deny the variance request, seconded by Council Member Moore, motion carried 4-1 with Council Member Moses opposed.**
2. Consideration, Discussion, and Take Possible Action Approval of Short-Term Rental Permit Application at 20 Mesquite Street (Blanco River Addition, 0.26 acres, Blanco, Texas 78606, (Property Owner: Villalon, Xavier and Leticia). **A motion was made by Council Member Cargill to approve the Short-Term Rental permit, seconded by Council Member Moore, all in favor, motion carried unanimously.**
3. Consideration, Discussion, and Take Possible Action on Approval of Le Domaine at Riviere Blanc Subdivision, Final Plat, 382.99 Acre Tract (ETJ), Blanco, Texas 78606 (Property Owner: Riviere Blanc Investments, LLC). The Planning & Zoning Commission recommended approval of final plat on condition of approval of drainage plans. The council can either 1) not approve final plat until plans are approved or 2) approve subject to final plat approval. 30 days from last Thursday, P&Z meeting. **A motion was made by Council Member Moses to approve the final plat for LeDomaine at Riviere Blanc Subdivision on the condition that all Ardurra's conditions are met and give Warren the authority to approve, if Warren were to deny approval of final plat, bring back to the Council at that time, seconded by Council Member Cargill, motion carried unanimously.**

Closed regular meeting at 9:05 pm to take a short break. At 9:16 pm reconvened into regular meeting.

4. Consideration, Discussion, and Take Possible Action on Approval of Amendment to Inframark Contract. Inframark's offer is as follows: Mowing of city parks, right-of-ways, and rear easements identified in Schedule 5 and perform limb trimming in said city parks, right-of-ways, and rear easements. Inframark is willing to decrease the cap coverage admin fee from 15% to 5% (estimated to be about \$21,000 of savings to the City).

The cost savings to the city are estimated at \$90,000. Staff's recommendation is for approval of the contract amendment. The Council discussed. **A motion was made by Council Member Moore to approve Amendment (to Inframark Contract) as stated, seconded by Council Member Moses, all in favor, motion carried unanimously.**

5. Consideration, Discussion and Take Possible Action on Formation of Committee for Financial Transparency and Security. The Council discussed and does not want to hinder staff or dig up skeletons but could be in agreement with an oversight committee with internal controls. *Council Member Moses issued directive to Warren Escovy, City Administrator, to work with the Mayor to form scope of work for committee and take applications to be presented to the Council at the next regular meeting on October 8, 2024.*
6. Consideration, Discussion and Take Possible Action on Approval of the membership and direction of the Comprehensive Master Plan Task Force. Mayor Pro-Tem Mack-McClung shared Committee Structure: Ad-Hoc Advisory Committee made up of at least ten members, including Brad Farbstein, Jimmy Klepac, Jo Nell Haas, Jon Brieger, Julie Alexander Shacklett, Libbey Aly, Matt Lewis, Mike Betzer, and OJ Armstrong with Chairperson as Mayor Pro-Tem Mack-McClung. Advisory Members to include Brandon Melland, Brandon Niceley, Eric Burkhart, Mike Puryear, and Tim Tuggey. Meet at least once monthly and continue to be active until City Council approves the Comprehensive Master Plan. The Council discussed. **A motion was made by Council Member Moses to approve the membership as listed and to take additional applications to add at least four City of Blanco residents with Mayor Pro-Tem Mack-McClung as the Chair (the committee will be made up of a minimum of 14 members with no maximum number of members set), seconded by Council Member Moore, motion tied 2-2 with Council Members Swinson and Cargill opposed and Mayor Pro-Tem Mack-McClung abstained from vote. The Mayor voted in favor of the motion, making the vote 3-2, motion carried.**
7. Consideration, Discussion and Take Possible Action on Approval of RESOLUTION DELAYING ACTION ON AN ORDINANCE AUTHORIZING THE ISSUANCE OF THE CITY OF BLANCO, TEXAS COMBINATION TAX AND REVENUE CERTIFICATES OF OBLIGATION, SERIES 2024A IN AN AMOUNT NOT TO EXCEED \$2,500,000; AND OTHER MATTERS RELATED THERETO. Council Member Moore abstained from item. Angela Avila with McCall Parkhurst & Horton shared with the Council this Resolution is to formalize date change to October 8, 2024. This item was voted on at the July 9 Council meeting. **A motion was made by Council Member Moses to approve the RESOLUTION DELAYING ACTION ON AN ORDINANCE AUTHORIZING THE ISSUANCE OF THE CITY OF BLANCO, TEXAS COMBINATION TAX AND REVENUE CERTIFICATES OF OBLIGATION, SERIES 2024A IN AN AMOUNT NOT TO EXCEED \$2,500,000; AND OTHER MATTERS RELATED THERETO, seconded by Council Member Cargill, all in favor motion carried 4-0 with Council Member Moore abstained from vote.**
8. Consideration, Discussion and Take Possible Action to reduce total water usage as described in Stage 4 of the City's current Water Conservation Plan and Drought Contingency Plan. The Council discussed. **No Action Taken.**

OLD BUSINESS: Consider, discuss, and take appropriate action on the following:

1. Consideration, Discussion and Take Possible Action to Approve Amendment to Agreement for a Monitored Trial Program for Reclaimed Water Service, by a One-year Extension and Option to Renew for One Additional Year. Attorney Tim Tuggey discussed with the Council and recommended approval. **A motion was made by Council Member Moore to approve one-year extension and option to renew for one additional year, seconded by Council Member Cargill, all in favor, motion carried unanimously.**
2. Consideration, Discussion, and Take Possible Action on Approval of H2O Analytics Corp Customer Portal Plan, to be part of the new automatic metering system and update from Josh Bennett with Ferguson regarding new Smart Meter Installations. Josh Bennett shared when setting up the system at baseline, no charges. Voice over IP messages sent out, charged back to city at rate of \$0.12 per message. Auto set up for E-mails and push notifications which are free. Four options, push notifications, email, phone calls, and text messages. On average 8% of customers use 50% of system. On average, 10,000 baseline customer meter system, charges average \$150 per month in notification charges. **A motion was made by Mayor Pro-Tem Mack-McClung to approve the notification software, seconded by Council Member Swinson, all in favor, motion carried unanimously.**
- ~~4. Consideration, Discussion and Take Possible Action on 1) Approval of Broker's Price Opinion on City Surplus Property at Blanco Vista Estates, Lot 3 (9.43 Acres), and 2) Specify in Advance the Use of any Resulting Proceeds, in the Event a Sale is Authorized by Separate and Future Action of Council. **Item struck from Agenda.**~~

Closed regular meeting at 10:10 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, 551.072, and 551.074.

1. Texas Government Code Sections 551.071 (Consultation with City Attorney) and Section 1.05, Texas Disciplinary Rules of Professional Conduct; Confer with City Attorney regarding City Water Agreements with GBRA and Texas Water Company
2. Texas Government Code Section 551.071 (Consultation with City Attorney) and Section 1.05, Texas Disciplinary Rules of Professional Conduct. Confer with City Attorney regarding legal issues associated with the Water Treatment Plant Project; Bids, Contract. Award and Notice to Proceed.
3. Texas Government Code Sections 551.071 (Consultation with City Attorney) and Section 1.05, Texas Disciplinary Rules of Professional Conduct; Consultation with City Attorney regarding disannexation request by John and Nancy Gilbert relating to a 3.17-acre tract of land and also removal from ETJ request by 3F Properties LLC relating to a 4.09-acre tract of land.
4. Texas Government Code Sections 551.071 (Consultation with City Attorney) and Section 1.05, Texas Disciplinary Rules of Professional Conduct; Consultation with City Attorney regarding Economic Development Project and related Negotiations.
5. Texas Government Code Sections 551.071 (Consultation with City Attorney) and Section 1.05, Texas Disciplinary Rules of Professional Conduct; Consultation with City Attorney regarding deliberation and discussion on duties of public employee.
6. Texas Government Code Sections 551.071 (Consultation with City Attorney) and Section 1.05, Texas Disciplinary Rules of Professional Conduct; Consultation with City Attorney regarding other Pending Legal Matters.

Closed executive session at 11:44 pm and convened into regular meeting.:

Adjournment:

A motion was made by Council Member Moses to adjourn the meeting, seconded by Council Member Cargill, all in favor.

The meeting was adjourned at 11:44 pm.

Respectfully submitted,

Mike Arnold, Mayor

ATTEST:

Laurie A. Cassidy, City Secretary

These minutes were approved on the _____ day of _____, 2024.

CONSENT
ITEM #2

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

**Meeting Minutes
September 12, 2024**

A special meeting of the City Council, City of Blanco, Texas was held on September 12, 2024, at 5:00 pm at the Byars Building, 308 Pecan Street, Blanco, Texas.

The meeting was called to order at 5:00 pm by Mayor Arnold, followed by roll call announcing a quorum was present. Council members present: Mayor Arnold, Mayor Pro-Tem Mack-McClung and Council Members Swinson, Moses, Moore and Cargill. The Pledge of Allegiance was led by Council Member Cargill.

City staff present: Warren Escovy, City Administrator and Laurie Cassidy, City Secretary.

Mayor Arnold had no announcements.

Public Comments:

- Ken Welch, Blanco County resident spoke regarding item number one, economic development project and related negotiations. He said the wording is too vague and executive session should contain more information.
- Bill Depew spoke regarding sale of property south of town. Expressed interest in learning how funds would be allocated if property was sold but is not in favor of the Council selling the property.

Closed regular meeting at 5:06 pm and convened into executive session at TRB, 416 4th St., Blanco.

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.

(to meet at Texas Regional Bank, Community Conference Room, 416 4th Street, Blanco, Texas 78606)

1. Texas Government Code Sections 551.071 (Consultation with City Attorney) and Section 1.05, Texas Disciplinary Rules of Professional Conduct; Consultation with City Attorney regarding Economic Development Project and related Negotiations.

Closed executive session at 6:02 pm and convened into regular meeting.:

Adjournment:

A motion was made by Council Member Moses to adjourn the meeting, seconded by Council Member Cargill, all in favor.

The meeting was adjourned at 6:02 pm.

Respectfully submitted,

Mike Arnold, Mayor

ATTEST:

Laurie A. Cassidy, City Secretary

These minutes were approved on the _____ day of _____, 2024.

CONSENT
ITEM #3

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

**Meeting Minutes
September 27, 2024**

A special meeting and public hearing of the City Council, City of Blanco, Texas was held on September 27, 2024, at 4:00 pm at the Byars Building, 308 Pecan Street, Blanco, Texas.

The meeting was called to order at 4:00 pm by Mayor Pro-Tem Mack-McClung, followed by roll call announcing a quorum was present. Council members present: Mayor Pro-Tem Mack-McClung and Council Members Swinson, Moses, Moore and Cargill. Mayor Arnold was absent. The Pledge of Allegiance was led by Mayor Pro-Tem Mack-McClung.

City staff present: Warren Escovy, City Administrator, Dana Bundick, Interim Finance Director, and Laurie Cassidy, City Secretary.

Mayor Pro-Tem Mack-McClung announced the Mayor is absent today to attend his son's wedding and therefore he will be presiding over the meeting.

Public Comments:

- None

OPEN PUBLIC HEARINGS (Opened at 4:04 and Closed at 4:04 pm, No Public Comments)

1. Public Hearing on the adoption of the proposed Fiscal Year 2024-2025 Municipal Budget. This budget will raise more revenue from property taxes than last year's budget by an amount of \$256,380 which is an 18% increase in revenue from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$25,811.
2. Public Hearing on the adoption of the proposed 2024 ad valorem tax rate and levy at the proposed rate of \$0.3978 of all taxable property within the corporate city limits of the City of Blanco, Texas.

CLOSE PUBLIC HEARINGS

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 City of Blanco Holiday Schedule 2025.
2. Approval of City of Blanco Organizational Chart.

The Mayor Pro-Tem Mack-McClung pulled Item #2 Organizational Chart from the Consent Agenda to be reviewed at the October 8, 2024 regular meeting.

A motion was made by Council Member Swinson to approve Item #1, Holiday Schedule 2025 with the addition of the June 19, Juneteenth Holiday, seconded by Council Member Moore, all in favor motion carried unanimously.

NEW BUSINESS: Consider, discuss, and take appropriate action on the following:

1. Consideration, Discussion and Take Action on the Approval of funding public works projects at \$1,500,000 and adjusting the I&S taxes to fund such projects. The Council discussed projects to be included in the Series 2024A certificates of obligation which would increase the I&S tax to \$0.2394 and could including Filter to Waste completion at the water treatment plant (\$462,000), sewer installation from 15th Street to near the City limits on northside (\$600,000), VFD's (\$30,000), replacement of 10 fire hydrants (\$100,000), and retaining wall at Town Creek (\$150,000). **A motion was made by Mayor Pro-Tem Mack-McClung to approve funding public works projects at \$1,500,000 and adjusting the I&S taxes to fund such projects, seconded by Council Member Cargill, motion carried 3-1-1 with Council Member Moses opposed and Council Member Moore abstained.**
2. Consideration, Discussion and Take Action on the Approval of Ordinance 2024-O-008 of the City of Blanco, Texas, Setting and Approving the Municipal Budget for the 2024-2025 Fiscal Year; Funding Municipal Purposes; Authorizing Expenditures; Providing for: Findings of Fact; Enactment; Filing of Budget; Repealer; Severability; Effective Date; and Proper Notice and Meeting. **A motion was made by Mayor Pro-Tem Mack McClung to approve the budget as amended in item one, Ordinance 2024-O-008 of the City of Blanco, Texas, Setting and Approving the Municipal Budget for the 2024-2025 Fiscal Year; Funding Municipal Purposes; Authorizing Expenditures; Providing for: Findings of Fact; Enactment; Filing of Budget; Repealer; Severability; Effective Date; and Proper Notice and Meeting, seconded by Council Member Moore. The vote was 4-1 with Mayor Pro-Tem Mack-McClung, Council Members Swinson, Cargill, and Moore voting for and Council Member Moses voting no. Motion carried.**
3. Consideration, Discussion and Take Action on approval of Resolution 2024-R-016 of the City of Blanco, Texas, Ratifying expenditures; filing of budget; repealer; severability; effective the Municipal Budget for Fiscal Year 2024-2025; funding municipal purposes; authorizing date; and proper notice. **A motion was made by Mayor Pro-Tem Mack McClung to approve Resolution 2024-R-016 of the City of Blanco, Texas, Ratifying expenditures; filing of budget; repealer; severability; effective the Municipal Budget for Fiscal Year 2024-2025; funding municipal purposes; authorizing date; and proper notice, seconded by Council Member Swinson. The vote was 4-1 with Mayor Pro-Tem Mack-McClung, Council Members Swinson, Cargill, and Moore voting for and Council Member Moses voting no. Motion carried.**
4. Consideration, Discussion and Take Action on Approval of the 2024 maintenance and operating tax rate at the proposed rate of \$0.1780 to fund the 2024-2025 Budget. **A motion was made by Mayor Pro-Tem Mack-McClung to approve the 2024 maintenance and operating tax rate at the rate of \$0.1700, seconded by Council Member Moore, motion carried 4-1 with Council Member Moses opposed.**
5. Consideration, Discussion and Take Action on the Approval of the 2024 debt tax rate at the proposed rate of \$0.239442 to fund the 2024-2025 debt obligation. **A motion was made by Mayor Pro-Tem Mack-McClung to approve the 2024 debt tax rate at the rate of \$0.2394 to fund the 2024-2025 debt obligation, seconded by Council Member Swinson, motion carried 4-1 with Council Member Moses opposed.**
6. Consideration, Discussion and Take Action on the approval of Ordinance 2024-O-009 of the City of Blanco, Texas, Setting and Approving the 2024 ad valorem tax rate and levy at the proposed rate of \$0.3978 cents per one hundred dollars of assessed valuation of all taxable property within the corporate city limits of the City of Blanco, Texas.

A motion was made by Mayor Pro-Tem Mack-McClung that the property tax rate be increased by the adoption of a tax rate of \$0.4094, which is effectively a 19% increase in the tax rate, seconded by Council Member Swinson. The vote was 4-1 with Mayor Pro-Tem Mack-McClung, Council Members Swinson, Cargill, and Moore voting for and Council Member Moses voting no. Motion carried.

7. Consideration, Discussion, and Take Possible Action on Approval of Annual Hotel Occupancy Tax funds request in the amount of \$154,237.00 for Blanco Chamber of Commerce. **A motion was made by Council Member Moses to approve the annual Hotel Occupancy Tax funds request in the \$154,237.00 for the Blanco Chamber of Commerce, seconded by Council Member Cargill, all in favor, motion carried unanimously.**
8. Consideration, Discussion, and Take Possible Action on approval of request for HOT Funds in the amount of \$42,007.00 for Christmas Lights for Blanco Chamber of Commerce. **A motion was made by Council Member Cargill to “Make Blanco Christmas again” approve request for HOT funds in the amount of \$42,007 for Christmas Lights for Blanco Chamber of Commerce, seconded by Council Member, Moses, all in favor, motion carried unanimously.**

Roll Call Vote Confirmation

City Secretary, Laurie Cassidy provided the Roll Call Vote Confirmation for agenda items 2, 3, and 6.

Mayor Pro-Tem Mack-McClung expressed his appreciation in keeping this meeting to within an hour after the long five plus hour regular meeting from September 10, 2024.

Adjournment:

A motion was made by Council Member Moses to adjourn the meeting, seconded by Council Member Moore, all in favor.

The meeting was adjourned at 4:56 pm.

Respectfully submitted,

Bobby Mack-McClung, Mayor Pro-Tem

ATTEST:

Laurie A. Cassidy, City Secretary

These minutes were approved on the _____ day of _____, 2024.

NEW BUSINESS

ITEM #1

SHORT-TERM RENTAL PERMIT APPLICATION

The Applicant is responsible to provide accurate and complete information and plans to comply with the requirements of Ordinance 2022-O-005 and all applicable laws and regulations. The City of Blanco is not responsible for the accuracy of information or plans provided to the City for its review or approval.

A determination of whether an application is complete will be made by the City Staff within fifteen (15) working days.

Date: 9-16-2024

Fee: See schedule below (due with application) Paid CK# _____ CASH _____

CC Ad. \$300.00

SECTION 1: OWNER/APPLICANT'S INFORMATION

OWNER'S NAME: <u>Abby T. Latham</u>	
HOME ADDRESS: <u>1006 12th Street</u>	APT. NUMBER:
CITY, STATE: <u>Blanco Tx</u>	ZIP: <u>78606</u>
PHONE NUMBER: <u>713-882-7684</u>	
EMAIL ADDRESS: <u>lathaa964@gmail.com</u>	

SECTION 2: OPERATOR'S INFORMATION

OPERATOR'S NAME: <u>Abby T. Latham</u>	
ADDRESS: <u>1006 12th Street</u>	APT. NUMBER:
CITY, STATE: <u>Blanco Tx</u>	ZIP: <u>78606</u>
PHONE NUMBER: <u>713-882-7684</u>	
EMAIL ADDRESS: <u>lathaa964@gmail.com</u>	

SECTION 3: LOCAL CONTACT PERSON'S INFORMATION

LOCAL CONTACT PERSON'S NAME: <i>Abby T. Latham</i>	
ADDRESS: <i>291 Muse Dr</i>	APT. NUMBER:
CITY, STATE: <i>Spring Branch Tx</i>	ZIP: <i>78070</i>
24-HOUR PHONE NUMBER: <i>713-882-7684</i>	
EMAIL ADDRESS: <i>lathaa964@gmail.com</i>	

SECTION 4: PROPERTY INFORMATION

NAME OF SHORT-TERM RENTAL: <i>HILL COUNTRY HAVEN</i>		
ADDRESS AND/OR LOCATION OF REQUEST <i>1006 12th Street</i>		
PROPERTY LEGAL DESCRIPTION (ATTACH SITE PLAN AND FLOOR PLAN): <i>LOT 1 T.O. Estates</i>		
EXISTING ZONING: <i>R2</i>	NUMBER OF BEDROOMS: <i>2</i>	OCCUPANCY LIMIT: <i>4</i>
GENERAL DESCRIPTION OF ANY FOOD SERVICE TO BE OFFERED TO GUESTS: <i>N/A</i>		

**I certify that I am the owner/or properly authorized representative of the property described in this petition and authorized to file this application.

Signature of Owner/Applicant: *Abby T. Latham* Date: *09/16/2024*

FOR CITY USE ONLY	
PERMIT #: _____	FEES:
<input type="checkbox"/> Update Short-Term Rental List/Map	\$300 per permit; to be paid annually
<input type="checkbox"/> Life Safety Inspection	
<input type="checkbox"/> Email Financial Dept. Information	

The Applicant/Owner must provide the following with this application:

✓	A site plan showing the proposed layout of the property use and any on-site parking available for the short-term rental. The site plan shall also include any proposed spas, hot tubs, pools, fire pits, bars, cabanas, and any other proposed uses or structures.
✓	A copy of the floorplan of the existing or proposed structure to include bedroom sizes and dimensions.
N/A	If the short-term rental was in operation prior to May 10, 2022, and the Applicant/Owner claims vested rights based upon this prior operation, attach documented evidence of such operation.

AFFIRMATION: I hereby certify that I have carefully read the application and that all the information contained therein is true and correct upon penalty of perjury. I understand that any false statement made by me on this application could cause the City to revoke the permit. I understand that I am required to abide by all rules and regulation of the City of Blanco Short-Term Rental Ordinance. Further, I authorize the City of Blanco to investigate and verify the facts claimed by me on this application.

AUTHORIZATION: This application must be signed by the applicant if the person is an individual; if the person applying is a partnership, by a general partner; if the person applying is a corporation, by an officer.

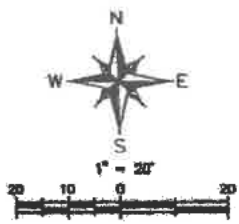
Signature of Applicant: Abby D Latham Date: 9-16-2024

City Approval: _____ Date: _____

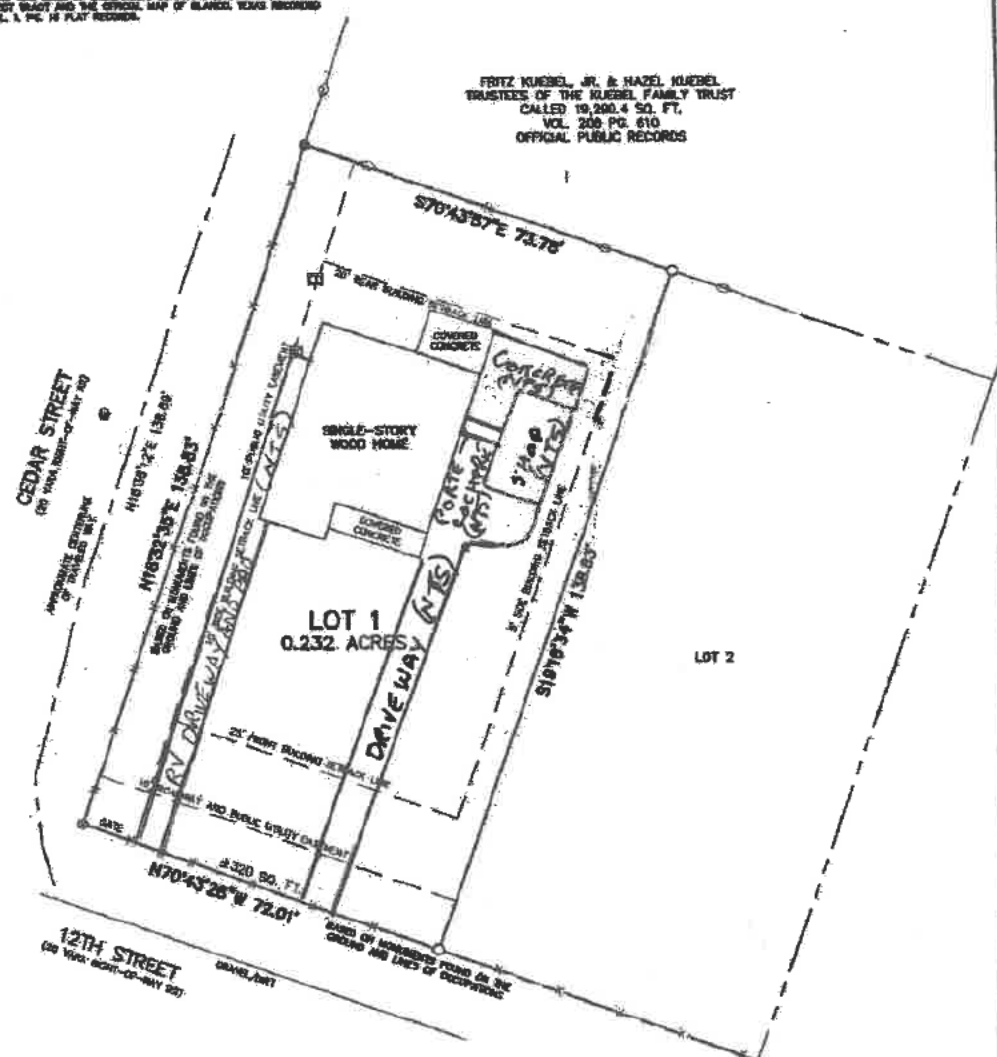
SURVEY SHOWING LOT 1, T.C. ESTATES RECORDED IN VOLUME 3, PAGE 273, PLAT RECORDS, BLANCO COUNTY, TEXAS

GENERAL SURVEY NOTES

- 1) BASE OF SURVEY: SEPARATE PLANE COORDINATE SYSTEM, STATE PLATE MODEL.
- 2) THIS SURVEY WAS PREPARED WITHOUT THE BENEFIT OF A TITLE COMMITMENT, THEREFORE ALL BORDERS, ENCUMBRANCES, COVENANTS, EASEMENTS, RIGHTS OR LIENS ARE INDICATED BUT NOT GUARANTEED. THE SURVEYOR DID NOT CONDUCT AN ANALYSIS OF TITLE.
- 3) ONLY APPOINTMENTS WERE LOCATED, SHOWN AND IDENTIFIED TO THE BEST OF THE SURVEYOR'S KNOWLEDGE. NO ATTEMPT WAS MADE TO SHOW THE EXISTENCE, SIZE, DIRECTION OR LOCATION OF ANY UNRECORDED UTILITIES. FOR INFORMATION REGARDING UTILITIES PLEASE CONTACT THE APPROPRIATE AGENCY, BUREAU OF WATER AND WILDLIFE, P.O. BOX 107, NOT EXCEEDING THE SURVEY OR SURVEY MONUMENTS.
- 4) ADDRESS IS SHOWN FOR INFORMATIONAL PURPOSES ONLY.
- 5) THIS SURVEY DOES NOT ADDRESS ANY EASELS, EASEMENTS OR OTHER DISTURBANCES OR FEATURES WHICH MAY EXIST WITHIN THE SURVEYED PROPERTY OR WITHIN SURVEY LINES.
- 6) THIS LOT WAS SURVEYED BASED ON MONUMENTS FOUND ON THE SURVEYED AND LINES OF OCCUPANCY COMPLETELY EXIST WITHIN THE SURVEYED BOUNDARY AND THE OFFICIAL MAP OF BLANCO COUNTY RECORDED IN VOL. 1, PG. 14 PLAT RECORDS.



Fritz Kuebel, Jr. & Hazel Kuebel
 TRUSTEES OF THE KUEBEL FAMILY TRUST
 CALLED 19,280.4 SQ. FT.
 VOL. 200 PG. 610
 OFFICIAL PUBLIC RECORDS



Blaine - Paul Amos
 Brenda Lynn Barnett
 4-27-21
 4/27/21

- LEGEND**
- +— RECORD CORNER FOR VOLUME 1, PAGE 14 PLAT RECORDS
 - FOUND 1/2" IRON ROD W/ A YELLOW "NOT PLACING OFF"
 - FOUND 1/2" IRON ROD (UNLESS OTHERWISE NOTED)
 - FOUND 3" METAL TRUSS POST
 - WOOD NAIL
 - X— WIRE FENCE
 - X— CHAIN-LINK FENCE
 - X— BLOCK LINES BASED ON MONUMENTS FOUND ON THE GROUND OR CALCULATED FROM MONUMENTS FOUND ON THE GROUND AND RECORDS CALLS FOR THE OFFICIAL MAP OF BLANCO COUNTY RECORDED IN VOL. 1, PG. 14 PLAT RECORDS
 - ELEM 507
 - A/C PIG

I HEREBY CERTIFY THAT THIS SURVEY WAS MADE ON THE GROUND AND THAT THE PLAT CORRECTLY REPRESENTS THE FACTS FOUND AT THE TIME OF THIS SURVEY.

02/20/2021

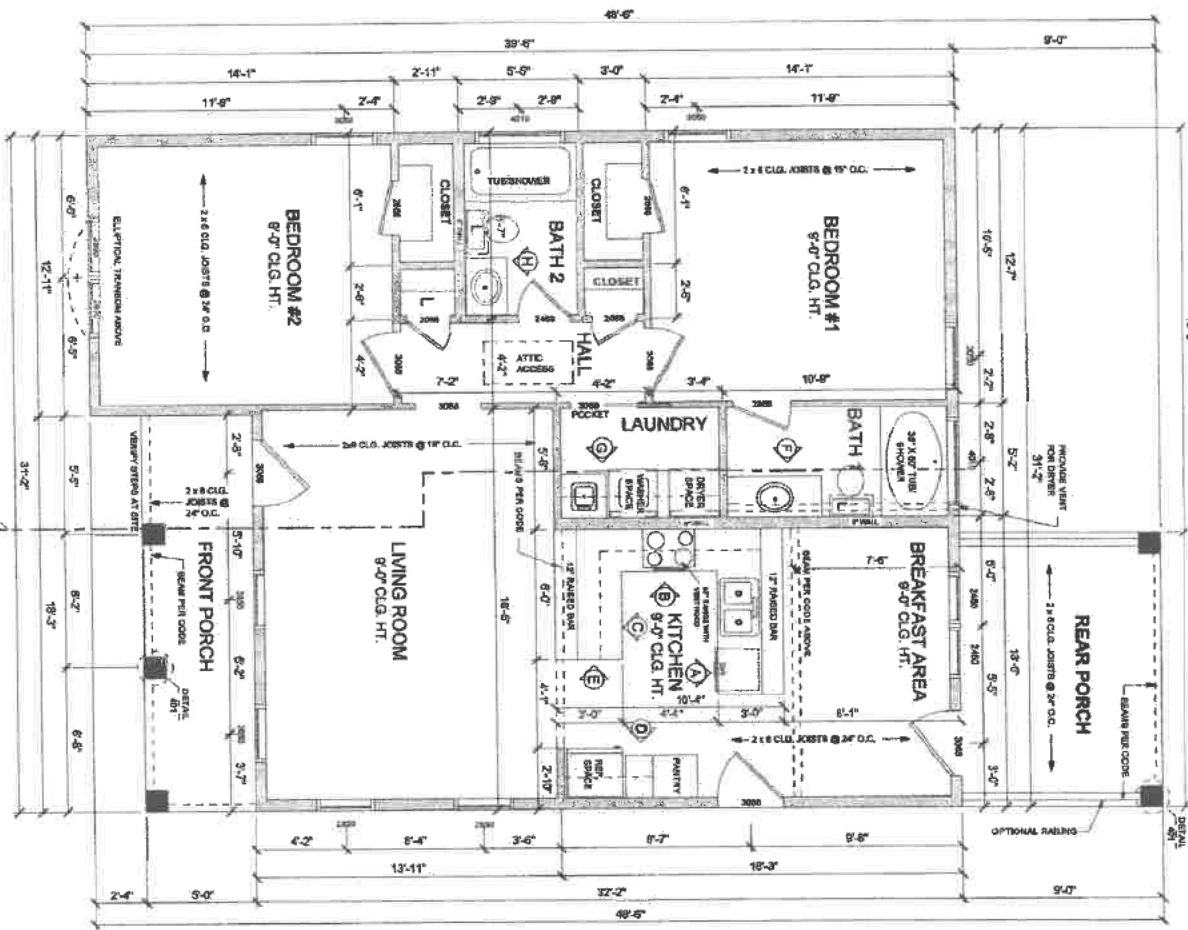
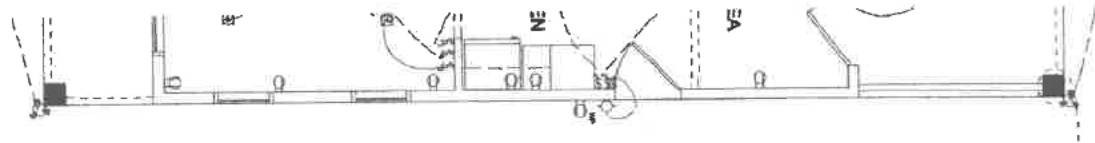
CHRISTOPHER J. AMOS
 REGISTERED PROFESSIONAL LAND SURVEYOR #2834
 8120 CAMDEN AVE. SUITE 202-210-7872



WCR
 LAND SURVEYING
 P.O. BOX 488 BLANCO, TX 78606
 817-252-7172 BLANCO@WCRSURV.COM
 WEBSITE: WWW.WCRSURV.COM

JOB NO: 137-21
 DRAWN BY: CJE
 CHECKED BY: CU
 SHEET 1 OF 1

PLAN



HOUSE PLAN GALLERY, INC.

6659 HWY. 98 WEST, HATTIESBURG MS, 39402

EMAIL: HOUSEPLANSGALLERY@COMCAST.NET TEL: (601) 261-1100

DATE: 09/08/19
 DRAWN BY: A.L.B.

NEW BUSINESS

ITEM #2



City of Blanco

P.O. Box 750 Blanco, Texas 78606
Office 830-833-4525 Fax 830-833-4121

STAFF REPORT: 10/8/24

DESCRIPTION: Approve the delay resolution on the 2024A series. Consider the \$1.5 million for various projects that has now been funded by the 2025 budget.

ANALYSIS: The City just funded \$1.5 million for future projects and will look to amend the 2024A series at the next council meeting. The projects have been identified and priced below:

- Filter to Waste completion at the Water Treatment plant which is almost complete. About \$462,000
- Sewer installation from 15th Street to near the City limits on northside about \$600,000
- VFDs \$30,000
- Replace 10 fire hydrants for \$100,000 total
- Retaining wall at Town Center about \$150,000

In November, Council will need to officially approve the 2024A with modifications to \$1.5 million or whatever number is chosen.

FISCAL IMPACT:

RECOMMENDATION: Approve the delay resolution as requested and look at the projects that could be included in the amended 2024A series.

MEMORANDUM

DATE: October 1, 2024
TO: Warren Escovy
FROM: J. Bart Fowler and Angela Avila
RE: October 8, 2024 City Council Meeting

With respect to the City Council Meeting on October 8, 2024, we recommend the following agenda language:

Consideration and action with respect to a "RESOLUTION DELAYING ACTION ON AN ORDINANCE AUTHORIZING THE ISSUANCE OF THE CITY OF BLANCO, TEXAS COMBINATION TAX AND REVENUE CERTIFICATES OF OBLIGATION, SERIES 2024A IN AN AMOUNT NOT TO EXCEED \$2,500,000; AND OTHER MATTERS RELATED THERETO."

Please do not hesitate to call with any questions.

Cc: Steve Perry

CERTIFICATE FOR RESOLUTION

We, the undersigned officers and members of the City Council of the City of Blanco, Texas (the "City"), hereby certify as follows:

1. The City Council of the City convened in REGULAR MEETING ON THE 8TH DAY OF OCTOBER, 2024, at the regular meeting place thereof, and the roll was called of the duly constituted officers and members of said City Council, to-wit:

Mike Arnold, Mayor
Bobby Mack-McClung, Mayor Pro-Tem
Ryan Moses, Councilmember
Candy Cargill, Councilmember
Laura Swinson, Councilmember
Dennis J. Moore, Jr., Councilmember

and all of the persons were present, except the following absentees: none, thus constituting a quorum. Whereupon, among other business, the following was transacted at the Meeting: a written

**RESOLUTION DELAYING ACTION ON A RESOLUTION AUTHORIZING THE
ISSUANCE OF THE CITY OF BLANCO, TEXAS COMBINATION TAX AND
REVENUE CERTIFICATES OF OBLIGATION, SERIES 2024A IN AN AMOUNT NOT
TO EXCEED \$2,500,000; AND OTHER MATTERS RELATED THERETO**

was duly introduced for the consideration of the City Council. It was then duly moved and seconded that the Resolution be passed on first reading; and, after due discussion, said motion carrying with it the passage of the Resolution, prevailed and carried by the following vote:

AYES:

NOES:

ABSTAINED:

2. A true, full and correct copy of the Resolution passed at the Meeting described in the above and foregoing paragraphs is attached to and follows this Certificate; that the Resolution has been duly recorded in the City Council's minutes of the Meeting; that the above and foregoing paragraphs are a true, full and correct excerpt from the City Council's minutes of the Meeting pertaining to the passage of the Resolution; that the persons named in the above and foregoing paragraphs are the duly chosen, qualified and acting officers and members of the City Council as indicated therein; that each of the officers and members of the City Council was duly and sufficiently notified officially and personally, in advance, of the time, place and purpose of the Meeting, and that the Resolution would be introduced and considered for passage at the Meeting, and each of the officers and members consented, in advance, to the holding of the Meetings for such purpose, and that the Meeting was open to the public and public notice of the time, place and purpose of the meeting was given, all as required by Chapter 551, Texas Government Code.

SIGNED AND SEALED this October 8, 2024.

City Secretary

Mayor

[CITY SEAL]

Distribution List
City of Blanco, Texas
Combination Tax and Revenue Certificates of Obligation, Series 2024A

<p>Issuer:</p> <p>City of Blanco, Texas 300 Pecan St. Blanco, TX 78606</p> <p><i>Warren Escovy, City Administrator</i> <i>Dana Bundick, Interim Finance Director</i></p> <p>Phone: (830) 833-4525 e-mail: cityadmin@cityofblanco.com (Warren) finance@cityofblanco.com (Dana)</p>	<p>Attorney:</p> <p>Tim Tuggey Law 2904 Barton Skyway #356 Austin, TX 78746</p> <p>Tim Tuggey, Attorney Phone: 512-800-9925 email: tnt@timtuggeylaw.com</p>
<p>Bond Counsel:</p> <p>McCall, Parkhurst & Horton L.L.P. 600 Congress Ave, Suite 1800 Austin, TX 78701</p> <p><i>Bart Fowler</i> <i>Angela Avila</i> <i>Christy Villa</i> Phone: (512) 478-3805 e-mail: jbfowler@mphlegal.com aavila@mphlegal.com cvilla@mphlegal.com</p>	<p>Financial Advisor:</p> <p>D.A. Davidson & Co. 5601 Granite Parkway, Suite 560 Plano, Texas 75024</p> <p><i>Steve Perry - Senior Vice President</i> Phone: (972) 523-3913 e-mail: sperry@dadco.com</p> <p><i>Sheila Visconti – Senior Public Finance Associate</i> e-mail: svisconti@dadco.com</p>
<p>Paying Agent/Escrow Agent:</p> <p>Wilmington Trust, N.A. 285 Delaware Avenue – 3rd Floor Buffalo, NY 14202</p> <p>Jennifer Cook Phone: 716-842-5223 Email: jlcook@wilmingtontrust.com</p>	

NEW BUSINESS

ITEM #3



City of Blanco

P.O. Box 750 Blanco, Texas 78606
Office 830-833-4525 Fax 830-833-4121

STAFF REPORT: 10/8/24

DESCRIPTION: Purchase a Wacker Neuson Roller Compactor

ANALYSIS: In the August and September Darrell Wagner with Available construction was working on filling potholes from a \$35,000 work order approved by Council. As the City has been trying to find ways to fill potholes, perform basic maintenance, and perform other minor street repair we found that Darrell's crew used cold mix and a compactor Roller. A roller and cold mix was done by a two-man crew but the work can be done with one person as needed. Council approved an amended contract whereas Inframark will hire an additional employee at not cost to the City to do fill potholes, maintenance, road repair, trimming in ROWs, etc. We are looking at either fixing the old hot mix machine the City has (hasn't worked for about 6 years) or to use cold mix and a roller.

Council Member Moses has offered to fix the City's hot mix filling machine so we can fill holes with hot mix or if we choose using the roller and cold mix we can still sell the machine and put the money towards more mix or street repair materials. The hot mix machine would probably cost money to fix regardless of the free labor from Mr. Moses.

Cold mix is easier to use and less expensive though it does not last as long. Inframark crews will have no problems keeping up with road repair using the additional employee and the roller. Darrel Wagner recommended the Wacker Neuson Compacting and Paving Roller (see attached Kinloch quote) at about \$25,000 new and about \$15,000 used with shipping.

The City can use COVID funds for the 24' year (we have about \$30,000 left) as we have 60 days to purchase in the new year and apply it to the previous budget year.

FISCAL IMPACT: \$15,000 to \$25,000

RECOMMENDATION: Authorize staff to purchase a Wacker Neuson RD12L-90 (roller)

Got one to sell? Get in front of millions of shoppers.
Sell It Yourself on MachineryPete.com!
(/products?path=sell)

i.e. 2016 John Deere 9470RX in OH and IL



Find Used Equipment (<https://www.machinerypete.com>) > Construction (<https://www.machinerypete.com/construction>) > Compacting and Paving (<https://www.machinerypete.com/construction/compacting-and-paving>) > Wacker Neuson (<https://www.machinerypete.com/construction/compacting-and-paving/wacker-neuson>) > RD12 (<https://www.machinerypete.com/construction/compacting-and-paving/wacker-neuson/rd12>)



Hover or click to zoom
Click Here To Enlarge



Don't miss out on price changes! Save a listing and automatically get emailed when there is a price change.

2018 Wacker Neuson RD12 Compacting and Paving



\$13,900 USD | 124 hours

[View Auction Prices](#)

Seller

Sales Department
Cash Equipment Sales & Rentals - Effingham
Effingham, Illinois [📍](http://maps.google.com/?q=615 E Rickleman Ave, Effingham, Illinois, 62401, United States)
(<http://maps.google.com/?q=615 E Rickleman Ave, Effingham, Illinois, 62401, United States>)
(217) 347-2274 (tel:(217) 347-2274)

[View All Equipment For Sale \(/store/cash-equipment-sales-rentals-effingham\)](/store/cash-equipment-sales-rentals-effingham)

Contact Seller

Call (217) 347-2274 (tel:(217) 347-2274)

All fields required: [click here to Sign In \(/users/sign_in\)](/users/sign_in)

Email

Email Address*

First Name Last Name

First Name* Last Name*

Phone Number

Phone*

Message (300 characters remaining)

I'd like to know if the 2018 Wacker Neuson RD12 Compacting and Paving 13900 you have listed on Machinery Pete is still available. Please contact me.

By submitting this form, you agree to allow Machinery Pete to send you communications via email. You can unsubscribe at any time by clicking the unsubscribe link in the footer of any of our email communications.

[Send message](#)

This site is protected by reCAPTCHA and the Google Privacy Policy (<https://policies.google.com/privacy>) and Terms of Service (<https://policies.google.com/terms>) apply.

Financing

It's easy to get a financing quote from FBN Finance! Just click the button below and complete the short form.

[Get Financing Quote](#)

Shipping

It's easy to get a shipping quote! Click the button below and complete the form. Your information will be kept confidential and will not be shared with third parties.

[Get Shipping Quote](#)

See other Wacker Neuson RD12s

- \$8,900 2013 Wacker Neuson RD12 (/details/compacting-and-paving/2013/wacker-neuson/rd12/21538880)
- \$20,900 2024 Wacker Neuson RD12 (/details/compacting-and-paving/2024/wacker-neuson/rd12/21282999)
- \$21,900 2024 Wacker Neuson RD12 (/details/compacting-and-paving/2024/wacker-neuson/rd12/21404568)
- \$21,900 2024 Wacker Neuson RD12 (/details/compacting-and-paving/2024/wacker-neuson/rd12/21466528)
- \$23,499 2024 Wacker Neuson RD12 (/details/compacting-and-paving/2024/wacker-neuson/rd12/21413663)

Detailed Specifications

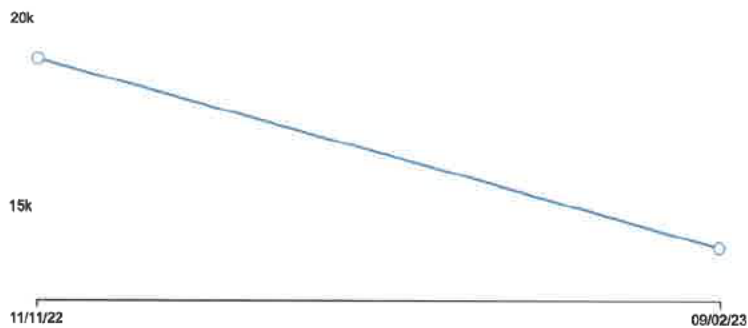
Stock #: 0803
Serial #: 24451818

Seller Comments

2018 Wacker RD12A-90 Double Drum Smooth Compactor, Honda GX630 Gas Engine!

Price History

Avg Auction (last 365 days)	Low	High	Current
n/a	\$13,900	\$18,900	\$13,900 ▼



Hide full history

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Contact Us (/contact-us) | **About Machinery Pete** (/about-us) | **Terms of Service** (https://www.farmjournal.com/terms-of-service) | **Privacy Policy** (/service/privacy) |
Do Not Sell or Share My Personal Information (https://privacyportal.onetrust.com/webform/749ec3ae-b5ab-4add-80b8-8daa45a5517a/0ffca67b-ac70-4c50-9beb-34deb32e1f08) |
Limit the Use of My Sensitive Personal Information (https://privacyportal.onetrust.com/webform/749ec3ae-b5ab-4add-80b8-8daa45a5517a/0ffca67b-ac70-4c50-9beb-34deb32e1f08) |
(https://www.facebook.com/machinerypete) (https://twitter.com/MachineryPete) (https://www.youtube.com/machinerypete)
MachineryPete.com © 2024



NEW BUSINESS

ITEM #4



City of Blanco

P.O. Box 750 Blanco, Texas 78606
Office 830-833-4525 Fax 830-833-4121

STAFF REPORT: 10-8-24

DESCRIPTION: New sign ordinance

ANALYSIS: The Blanco P&Z have been reviewing and re-writing the sign ordinance for many months. There is a basic

FISCAL IMPACT:

RECOMMENDATION: Recommend a review and possible approval of new sign ordinance

Current/
Old Standards

PLANNING DEVELOPMENT REGULATIONS

9 Attachment 1

Appendix A. Sign Design Standards Summary Table

Type of Sign	Maximum Area	Maximum Height	Maximum Number	Permit Required
Athletic sponsorship	32 sq. ft.	See conditions	–	No
Awning	See conditions	–	1-2	Yes
Banners	32 sq. ft.	15 ft.	1	Yes
Banners - Highway 281	144 sq. ft.	18 ft.	6	Yes
Canopy	24 sq. ft.	8 ft.	1-2	Yes
Community service (residential)	6 sq. ft.	6 ft.	–	Yes
Community service (nonresidential)	32 sq. ft.	6 ft.	–	Yes
Construction/development	6 sq. ft.	6 ft.	1	No
Construction/development	32 sq. ft.	6 ft.	1	Yes
Directory	15 sq. ft.	3 ft.	1/building	Yes
Flags (non-governmental)	25 sq. ft.	30 ft.	1	Yes
Flags (governmental)	30 sq. ft.	30 ft.	–	No
Hanging	8 sq. ft.	7 ft. clearance	1-2	Yes
Ingress/egress	3 sq. ft.	6 ft.	See conditions	Yes
Monument - multi-unit	64 sq. ft.	8 ft.	1/200 ft.	Yes
Monument - single (nonresidential)	50 sq. ft.	8 ft.	1-2	Yes
Monument - single (town home/apt.)	32 sq. ft.	6 ft.	1-2	Yes
Monument - single (model home)	24 sq. ft.	4 ft.	1-2	Yes
Monument - subdivision	32 sq. ft.	8 ft.	1/entrance	Yes
Pole signs - multi-unit	64 sq. ft.	12 ft.	1-2	Yes
Pole signs - single-unit	50 sq. ft.	12 ft.	1-2	Yes
Political	36 sq. ft.	8 ft.	–	No
Private street	4 sq. ft.	8 ft.	–	No
Private traffic-control	3 sq. ft.	8 ft.	–	Yes
Projecting (nonresidential)	24 sq. ft.	–	1-2	Yes

BLANCO CODE

Type of Sign	Maximum Area	Maximum Height	Maximum Number	Permit Required
Projecting (residential)	4 sq. ft.	–	1-2	Yes
Real estate	6 sq. ft.	6 ft.	1-2	No
Real estate	32 sq. ft.	8 ft.	1-2	Yes
Special event (garage, yard, open house)	6 sq. ft.	6 ft.	–	Yes
Special event (residential)	12 sq. ft.	6 ft.	–	Yes
Special event (nonresidential)	32 sq. ft.	6 ft.	–	Yes
Vehicular sign	32 sq. ft.	–	–	No
Vending machine	–	–	–	No
Wall - nonresidential	64 sq. ft.	–	1-2	Yes
Wall - residential	4 sq. ft.	–	1	Yes
Warning	2 sq. ft.	6 ft.	–	No
Window (residential)	1 sq. ft.	N/A	1-2	Yes
Window (nonresidential)	24 sq. ft.	N/A	1-2	Yes

Proposed new standards

Allowed signs by permit.

Any sign not listed as allowed must be requested by variance.

A Awning Sign .5 sq feet per 1 foot of building side

2 per side of building

B Banners 36 sq feet Must be securely attached

C Banner over 281 City or community sponsored event. No political affiliation. Proof of TxDot permit required. Can not be on PEC pole.

D Canopy sign .5 sq feet per 1 foot of building side

E Community service sign 6 sq feet No taller than 6 feet

F Concession Trailer

(no permit required for civic events less than 1 week)

Must have written, notarized authorization from property owner. Permit valid for 3 months.

G Construction/Development sign

32 sq feet

H Feather Banner 18 feet max, 1 per

permit

Brand new business is free for first 60 days.
\$50 per month. Only displayed during business
hours only.

I Hanging sign .5 sq feet per 1 foot of
building side

2 per side of building

J Ingress/egress sign 3 sq feet 1 per entry/exit

K Internally lit sign Refer to type of sign Follow night skies requirement

L Mobile service provider 20 sq feet

M Monument sign 2.75 sq feet per 1 foot
of building frontage.

Maximum of 125 sq
feet. Max height 8 feet

N Traffic control signs 4 sq feet Private street, road name, residence sign.

O Projecting signs .5 sq feet per 1 foot of
building side

1 per side

P Special event signs 32 sq feet permit for 30 days, Must be securely attached

Q Wall signs Fit within exterior wall

of building

1 per side

R Window signs .5 sq foot per foot of
building frontage.

1 per window

S Murals Size of wall Evaluated by city staff for appropriateness.

Permit not required

	Type	Size	Info
A	Address sign	2 sq feet	
B	Athletic sponsorship	125 sq feet	Must be located on city or BISSD property and erected but one of those entities
C	Construction/Development (under 6 sq feet)	6 sq feet	
E	Political signs	36 sq feet	No more than 6 feet tall with no moving elements. Must be on private property with owner consent. Can only be up 90 days prior to election and must be down 10 days after victor is sworn in.
F	Private street, road name, residence sign		
G	Real estate sign	6 sq feet	
H	Seasonal decorations		clearly customarily and commonly associated with any national, local or religious holiday or celebration.
I	Signs or notices issued by an court or government entity.		
J	Small, business related signs on or visible through doors or windows indicating: store hours, security, trade memberships, credit cards accepted. no solicitation and open/closed.	5 sq ft	
K	Vehicle sign	Size of vehicle	One STATIONARY vehicle sign allowed per property.
L	Flags	30 sq feet	2 government flags, 2 non government flag. No taller than 30 feet. Must comply with Texas flag code.

NEW BUSINESS

ITEM #5

City of Blanco

Application for Consideration for Appointment to Planning & Zoning Commission

Name: MATTHEW HERDEN
Address: [REDACTED] STREET BLANCO TX 78606
Home Phone: [REDACTED] Alternate Phone: _____
E-Mail 64 CLIPPER @ GUTC . COM

Do you live inside the City Limits? Yes No _____
Are you registered to vote in Blanco County? Yes No _____
Are you a US Citizen? Yes No _____
Are you 18 years of age or older? Yes No _____
Has a final judgment been entered finding you totally mentally incapacitated; or partially
mentally incapacitated without the right to vote? Yes _____ No
Have you been convicted of a felony? Yes _____ No
Have you lived inside the City Limits for over 6 months and the State for over 12 months?
Yes No _____

Please describe applicable experience (including work and volunteer experience), and why
you want to serve on the P&Z.

- PAST BOARD MEMBER OF P+Z (BAKER-CHAIRMAN)
- PAST PRESIDENT BLANCO SCHOOL BOARD
- CURRENT VICE PRESIDENT BLANCO ESD-2
- HELP BLANCO MEET IT'S PLANNING GOALS AND ORDINANCES ARE ADHERED TO.

Signature Matthew Herden Date: SEPT. 09, 2024

- Step 1:** Fill Out This Application
Step 2: Attach a cover letter or resume
Step 3: Mail or Email the application and letter of interest or resume citysec@cityofblanco.com

If you have any questions please contact City Secretary, Laurie Cassidy, at (830) 833-4525, or
email to citysec@cityofblancotx.gov

NEW BUSINESS

ITEM #6



Uptown Blanco
Textile Studio
Quilt shop

Uptown Blanco

Main St

4th St

Old Blanco County
Courthouse

310

Blanco Pharmacy
& Wellness

Pecan St

Blanco Chamber
of Commerce

310

308

Blanco River
Pizza Company
Pizza · \$\$

Blanco City Clerk

Lisa Polasek -
RE/MAX Genesis

413

3rd St

3rd St

Pecan St

281

Spinnerz Laundromat

2nd St

202

Google

Bindseil
City Park

NEW BUSINESS

ITEM #7

NEW BUSINESS

ITEM #8

NEW BUSINESS

ITEM #9

Citizens of Blanco

Mayor & Council

**City Administrator
Warren Escovy**

**City Attorney:
Tim Tuggey**

**Engineer:
Ardurra**

**City Secretary:
Laurie Cassidy**

**Public Works:
Inframark**

**Police
Department**

**Interim Finance
Director:
Dana Bundick**

**Court:
Haylee Hartman**

**Utilities:
Karis Beard**



NEW BUSINESS

ITEM #10

DISCUSSION DOCUMENT – NOT AN OFFICIAL DOCUMENT

DISCUSSION DOCUMENT
NOT AN OFFICIAL DOCUMENT

**Code of Ethics and Conduct for Elected
and Appointed Officials**

DISCUSSION DOCUMENT
NOT AN OFFICIAL DOCUMENT

DISCUSSION DOCUMENT – NOT AN OFFICIAL DOCUMENT

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Policy Purpose

The Blanco City Council has adopted this Code of Ethics and Conduct for Elected and Appointed Officials for members of the City Council and the City's Committees and Commissions to assure public confidence in the integrity of local government and its effective and fair operation.

A. ETHICS

The citizens of Blanco are entitled to have a fair, ethical and accountable local government that has earned the public's full confidence for integrity. In keeping with the City of Blanco's commitment to excellence, the effective functioning of democratic government therefore requires that:

- public officials, both elected and appointed, comply with both the letter and spirit of the laws and policies affecting the operations of government;
- public officials be independent, impartial and fair in their judgment and actions;
- public office be used for the public good, not for personal gain; and
- public deliberations and processes be conducted openly, unless legally confidential, in an atmosphere of respect and civility,

To this end, the Blanco City Council has adopted this Code of Ethics and Conduct for Elected and Appointed Officials ("Code of Ethics and Conduct") for members of the City Council and of the City's Committees and Commissions to assure public confidence in the integrity of local government and its effective and fair operation. The City's Code of Ethics and Conduct provides guidance on ethical issues and questions of right and wrong,

- 1, **Act in the Public Interest.** Recognizing that stewardship of the public interest must be their primary concern, Elected and Appointed Officials ("EAOs") will work for the common good of the people of Blanco and not for any private or personal interest, and they will assure fair and equal treatment of all persons, claims and transactions coming before the Blanco City Council, Committees and Commissions.
2. **Comply with both the spirit and the letter of the Law and City Policy.** Members of the City Council and the City's Committees and Commissions shall comply with the laws of the nation, the State of Texas and the City of Blanco in the performance of their public duties, These laws include, but are not limited to: the United States and Texas Constitutions; State laws pertaining to conflicts of interest, election campaigns, financial disclosures, employer responsibilities, and open processes of government; and City ordinances, codes and policies.

3. **Conduct of Elected and Appointed Officials ("EAO").** EAO shall refrain from abusive conduct, personal charges or verbal attacks upon the character or motives of other members of Council, Committees and Commissions, the staff, or public.
4. **Respect for Process.** EAO shall perform their duties in accordance with the processes and rules of order established by the City Council and Committee and Commissions governing the deliberation of public policy issues, meaningful involvement of the public, and implementation of policy decisions of the City Council by City staff.
5. **Conduct of Public Meetings.** EAO shall prepare themselves for public issues; listen courteously and attentively to all public discussions before the body; and focus on the business at hand. They shall refrain from interrupting other speakers; making personal comments not germane to the business of the body; attempting to monopolize the discussion at public meetings; or otherwise interfering with the orderly conduct of meetings.
6. **Decisions Based on Merit.** EAO shall base their decisions on the merits and substance of the matter at hand, rather than on unrelated considerations.
7. **Communication.** EAO shall publicly disclose substantive information that is relevant to a matter under consideration by the Council or Committees and Commissions, which they may have received from sources outside of the public decision-making process.
8. **Conflict of Interest.** No EAO or a relative thereof shall:
 - (a) Have a financial interest in any contract, job, work, or service of or to the City, or the sale to the City of any supplies, equipment, material, or real or personal property.
 - (b) Participate in a vote or decision on any matter in which the EAO has a substantial interest.
 - (c) Accept any gift from any person that might reasonably tend to influence such EAO in the discharge of such EAO's official duties. The prohibition against gifts shall not apply to:
 - (i) A lawful campaign contribution;
 - (ii) An honorarium in consideration for services unless the officer would not have been asked to provide the services but for the officer's position;
 - (iii) Meals, lodging, transportation in connection with services rendered by the EAO at a conference, seminar or similar event that is more than merely perfunctory;

- (iv) Complimentary copies of trade publications and other related materials;
 - (v) Attendance at hospitality functions at local, regional, state or national association meetings and/or conferences;
 - (vi) Any gift, which would have been offered or given to the person if such person was not an EAO;
 - (vii) An occasional item with a value less than fifty dollars (\$50.00);
 - (viii) Tee shirts, caps and other similar promotional material;
 - (ix) Meals, transportation and lodging in connection with a seminar or conference at which the EAO is providing services;
 - (x) Gifts on account of kinship or a personal, or professional, or business relationship independent of the EAO's status;
 - (xi) Complimentary attendance at political or charitable fund raising events;
9. **Confidential Information.** EAO shall respect the confidentiality of information concerning the property, personnel, or affairs of the City, They shall neither disclose confidential information without proper legal authorization, nor use such information to advance their personal, financial, political or other private interests.
10. **Use of Public Resources.** EAO shall not use public resources not available to the public in general, such as City staff time, equipment, supplies or facilities, for private gain or personal, political purposes, Councilmembers desiring use of such city resources for public meetings shall first obtain permission from a majority of the Council at a duly called, posted Council meeting.
11. **Representation of Private Interests.** In keeping with their role as stewards of the public interest, members of Council shall not appear on behalf of the private interests of third parties before the Council or any Committee, Commission or proceeding of the City, nor shall members of Committees and Commissions appear before their own bodies or before the Council on behalf of the private interests of third parties on matters related to the areas of service of their bodies, nor voluntarily participate on behalf of others in any litigation to which the City is, or might be, an adverse party.
12. **Advocacy.** EAO shall represent the official policies or positions of the City Council, Committee or Commission to the best of their ability when designated as delegates for this purpose. When presenting their individual opinions and positions, EAO shall explicitly state they do not represent their body or the City of Blanco, nor will they allow the inference that they do.

13. **Policy Role of EAO.** EAO shall respect and adhere to the structure of Blanco City government as outlined by applicable law. In this structure, the City Council determines the policies of the City with the advice, information and analysis provided by the public, Committees and Commissions, and City staff. Except as provided by applicable law, EAO shall not interfere with the administrative functions of the City or the professional duties of City staff; nor shall they impair the ability of staff to implement Council policy decisions.
14. **Independence of committees and Commissions,** Because of the value of the independent advice of Committees and Commissions to the public decision-making process, members of Council shall refrain from using their position to unduly influence the deliberations or outcomes of Committees and Commission proceedings,
15. EAOs shall not intervene in Municipal Court matters.
16. EAOs shall not direct City staff to take actions that are not in keeping with advice and guidance from the City Attorney.
17. **Positive Workplace Environment.** EAO shall support the maintenance of a positive and constructive workplace environment for City employees and for citizens and businesses dealing with the City. EAO shall recognize their special role in dealings with City employees so in no way do they create the perception of inappropriate direction to staff.

B. CONDUCT

This Code of Ethics and Conduct is designed to describe the manner in which Councilmembers and Committee and Commission members should treat one another, City staff, citizens, and others they come into contact with in representing the City of Blanco.

The constant and consistent theme through all of the conduct guidelines is "respect." Councilmembers experience huge workloads and tremendous stress in making decisions that could impact many lives. Despite these pressures, elected and appointed officials are called upon to exhibit appropriate behavior at all times. Demonstrating respect for each individual through words and actions is the touchstone that can help guide Councilmembers and Committee and Commission members to do the right thing in even the most difficult situations.

1. Overview of Councilmember Roles and Responsibilities

Mayor

- Acts as the official head of the City for all ceremonial purposes.
- Chairs Council meetings.

- Calls for special meetings, subject to exceptions granted by law.
- Serves as spokesperson for the City Council on City positions.
- Makes judgment calls on proclamations, Special Orders of the Day, etc.
- Recommends subcommittees as appropriate for Council approval.
- Leads the Council into an effective, cohesive working team.
- Signs documents on behalf of the City.
- Reviews mail addressed to Mayor.
- Other duties as set forth in other laws, ordinances, or the Uniform Development Code.

Mayor Pro Tern

- Performs the duties of the Mayor if the Mayor is absent or disabled
- Chairs Council meetings at the request of the Mayor.
- Represents the City at ceremonial functions at the request of the Mayor.
- Signs documents on behalf of the City, in absence of Mayor.

All Councilmembers

All members of the City Council, including those serving as Mayor (when voting as permitted by law) and Mayor Pro Tern, have equal votes. No Councilmember has more power than any other Councilmember, and all should be treated with equal respect. Therefore, no ranking or pecking order shall be established for predetermining the order of roll call votes or public introductions, except that the Mayor and Mayor Pro Tern shall be introduced first at public meetings and events. All Councilmembers should:

- Fully participate in City Council meetings and other public forums while demonstrating respect, kindness, consideration, and courtesy to other
- Prepare in advance of Council meetings and be familiar with issues on the agenda
- Represent the City at ceremonial functions at the request of the Mayor
- Be respectful of other people's time, stay focused and act efficiently during public meetings.
- Serve as a model of leadership and civility to the community

- Inspire public confidence in Blanco government
- Provide contact information with the City Secretary in case an emergency or urgent situation arises while the Councilmember is out of town
- Demonstrate honesty and integrity in every action and statement
- Participate in scheduled activities to increase team effectiveness and review Council procedures, such as this Code of Ethics and Conduct.

Meeting Chair

The Mayor will chair official meetings of the City Council, unless the Mayor Pro Tem or another Councilmember is designated as chair of a specific meeting.

- Maintains order, decorum, and the fair and equitable treatment of all speakers
- Keeps discussion and questions focused on specific agenda item under consideration
- Makes parliamentary rulings with advice, if requested, from the City Secretary who acts as advisory parliamentarian, and in her absence, the City Attorney shall act as advisory parliamentarian.

2. General Policies and Protocol

Ceremonial Events

Requests for a City representative at ceremonial events will be handled by the City Secretary's Office. The Mayor will serve as the designated City representative. If the Mayor is unavailable, then City Secretary will determine if event organizers would like another representative from the Council. If yes, then the Mayor can recommend which Councilmember should be asked to serve as a substitute. Invitations received at City Hall are presumed to be for official City representation. Invitations addressed to Councilmembers shall be shared with the City Secretary's Office in order to assure posting for compliance with the Texas Open Meetings Act, if applicable.

Rules of Order for Meetings.

City ordinance and the latest edition of Robert's Rules of Order Newly Revised shall serve as the parliamentary authority for Council and Committees, committees and Commission. Standing rules that vary from Robert's Rules may be adopted by the Council by ordinance.

Non agenda Items (Public Comments).

During a designated period of the agenda, referred to as "Public Comments," members of the public may bring forth issues or questions that are not on the meeting's agenda.

Each member of the public will be limited to three minutes unless otherwise directed by the Mayor (Council meetings) or Chair (Committee/Commission meetings).

State law does not require the City Council to have an agenda item for "Public Comments". Public Comments shall be made in accordance with rules of decorum established by ordinance and may not be used as a forum to make personal attacks against individual citizens or city employees. Such remarks will result in the speaker being asked to step back from the podium and a forfeiture of the remaining time to speak.

Public hearings.

Councilmembers (Council meetings) and Committee/Commission members (Committee/Commission meetings) will not express opinions during the public hearing portion of the meeting except to ask pertinent questions of the speaker or staff. "I think" and "I feel" comments by EAO are not appropriate until after the close of the public hearing. EAO should refrain from arguing or debating with the public during a public hearing and shall always show respect for different points of view.

3. EAO Conduct with One Another

EAOs are composed of individuals with a wide variety of backgrounds, personalities, values, opinions, and goals. All have chosen to serve in public office in order to preserve and protect the present and the future of the community. In all cases, this common goal should be acknowledged even though individuals may "agree to disagree" on contentious issues.

3(a). In Public Meetings

Use formal titles

EAO should refer to one another formally during public meetings, such as Mayor, Mayor Pro Tem, Chair, Commissioner or Councilmember followed by the individual's last name.

Practice civility and decorum in discussions and debate.

Difficult questions, tough challenges to a particular point of view, and criticism of ideas and information are legitimate elements of a free democracy in action. This does not allow, however, public officials to make belligerent, personal, impertinent, slanderous, threatening, abusive, or disparaging comments, No shouting or physical actions that could be construed as threatening will be tolerated,

Honor the role of the Chair in maintaining order,

It is the responsibility of the Chair to keep the comments of EAO on track during public meetings. EAO should honor efforts by the Chair to focus discussion on current agenda items. If there is disagreement about the agenda or the Chair's actions, those

objections should be voiced politely and with reason, following procedures outlined in parliamentary procedure.

Avoid personal comments that could offend other EAO.

If a member is personally offended by the remarks of another member, the offended member should make notes of the actual words used and call for a “point of personal privilege” that challenges the other member to justify or apologize for the language used, The Chair will maintain control of this discussion.

Demonstrate effective problem-solving approaches

EAO have a public stage to show how individuals with disparate points of view can find common ground and seek a compromise that benefits the community as a whole.

Outside of official Committee or Commission meetings, individual Committee and Commission members are not authorized to represent the City or their Committee or Commission unless specifically designated by the Council or the Committee or Commission to do so for a particular purpose. In public, however, all EAO shall represent the official policies or positions of their Committee or Commission. Only the chair or his/her designee shall speak during a Council public hearing on any item that has been addressed by the Committee or Commission, and for which detailed minutes have been provided to the Council. The chair shall represent the majority view of the Committee or Commission, but shall report on any minority views as well. When an official Committee or Commission position differs from staff’s recommendation on a particular policy issue, then at the Mayor's discretion additional time may be provided to the chair of the Committee or Commission (or his/her designee) to explain the position of the Committee/Commission. If new information is brought to light during a public hearing that was not shared previously with the Committee or Commission, the Mayor may allow the Committee or Commission chair to respond. If the Council deems the new information sufficient to warrant additional study, then by majority vote Council may refer the issue back to the Committee or Commission for further study prior to taking other action itself.

Individual opinions and positions may be expressed by Committee and Commission members regarding items that have not come before the particular Committee/Commission to which they belong. When presenting their individual opinions and positions, Councilmembers and Committee/committee/Commission members shall explicitly state they do not represent their body or the City of Blanco, nor will they allow the inference that they do.

Although a Committee or Commission may disagree with the final decision the Council makes, the Committee or Commission shall not act in any manner contrary to the established policy adopted by the Council.

3(b). In Private Encounters

Continue respectful behavior in private

The same level of respect and consideration of differing points of view that is deemed appropriate for public discussions should be maintained in private conversations.

Be aware of the insecurity of written notes, voicemail messages, and E-mail

Technology allows words written or said without much forethought to be distributed wide and far. Would you feel comfortable to have this note faxed to others? How would you feel if this voicemail message were played on a speaker phone in a full office? What would happen if this E-mail message were forwarded to others? Written notes, voicemail messages and e-mail should be treated as potentially "public" communication.

Even private conversations can have a public presence

Elected and appointed officials are always on display - their actions, mannerisms, and language are monitored by people around them that they may not know. Lunch table conversations will be eavesdropped upon, parking lot debates will be watched, and casual comments between individuals before and after public meetings noted and may be subject to the Open Meetings Act.

4. Conduct with City Staff

Governance of a City relies on the cooperative efforts of elected officials, who set policy; appointed officials who advise the elected, and City staff, who implements and administers the Council's policies. Therefore, every effort should be made to be cooperative and show mutual respect for the contributions made by each individual for the good of the community.

Treat all staff as professionals

Clear, honest communication that respects the abilities, experience, and dignity of each individual is expected. Poor behavior towards staff is not acceptable,

Member questions/inquiries to City staff

1. **General.** Member communications with City staff should be limited to normal City business hours unless the circumstances warrant otherwise. Responses to Council questions posed outside of normal business hours should be expected no earlier than the next business day.
2. **Routine Requests for Information and Inquiries,** EAO may contact staff directly for information made readily available to the general public on a regular basis. Under these circumstances staff shall treat the member no differently than they would the general public, and the member shall not use their elected status to secure preferential treatment. The City Administrator does not need to be advised of such contacts.

3. **Non-Routine Requests for Readily Available Information.** EAO may also contact staff directly for easily retrievable information not routinely requested by the general public so long as it does not require staff to discuss the issue or express an opinion (e.g., "How many traffic lights are there in the City?" or "Under what circumstances does the City lower its flags to half mast?")
4. **Non-Routine Requests Requiring Special Effort.** Any member request or inquiry that requires staff to compile information that is not readily available or easily retrievable and/or that requests staff to express an opinion (legal or otherwise) must be directed to the City Administrator, or to the city attorney, as appropriate (e.g., "How many Study Issues completed over the past five years have required 500 or more hours of staff time?", or "What is the logic behind the City's sign ordinances affecting businesses along 281?"). The City Administrator (or council appointee as appropriate) shall be responsible for distributing such requests to his/her staff for follow-up. Responses to such requests shall be copied to all Councilmembers (if originating from a Councilmember), relevant Committee or Commission members (if originating from a Committee or Commission member), the City Administrator, the city attorney as appropriate and affected department directors.
5. **Meeting Requests.** Any member request for a meeting with staff must be directed to the City Administrator or council appointee, as appropriate.

Do not disrupt City staff from their jobs

Elected and appointed officials should not disrupt City staff while they are in meetings, on the phone, or engrossed in performing their job functions in order to have their individual needs met. Do not attend City staff meetings unless requested by staff - even if the elected or appointed official does not say anything, his or her presence implies support, shows partiality, intimidates staff, and hampers staffs ability to do their job objectively.

Never publicly criticize an individual employee

Elected and appointed officials should never express concerns about the performance of a City employee in public, to the employee directly, or to the employee's manager. Comments about staff performance should only be made to the City Administrator through private correspondence or conversation.

Do not get involved in administrative functions

EAOs must not attempt to influence City staff on the making of appointments, awarding of contracts, selecting of consultants, processing of development applications, the payment of claims against the City or granting of City licenses and permits.

Check with City staff on correspondence before taking action

Before sending correspondence, Council members should check with City staff to see if an official City response has already been sent or is in progress. Committee and Commission members shall not send correspondence except as authorized under the City's policies governing volunteers.

Limit requests for staff support

Routine secretarial support will be provided to all Councilmembers. The City Secretary (or designee) opens mail addressed to Mayor and forwards information as appropriate. The City Secretary also opens mail for other Council members, unless a Councilmember requests other arrangements.

Requests for additional staff support - even in high priority or emergency situations, should be made to the City Administrator who is responsible for allocating City resources in order to maintain a professional, well- run City government.

Do not solicit political support from staff

Elected and appointed officials should not solicit any type of political support (financial contributions, display of posters or lawn signs, name on support list, etc.) from City staff. City staff may, as private citizens with constitutional rights, support political candidates, but all such activities must be done away from the workplace. The use of the City's email system for political purposes or communications is not allowed.

5. Conduct with the Public

5(a). In Official Settings

Making the public feel welcome is an important part of the democratic process. No signs of partiality, prejudice or disrespect should be evident on the part of an individual EAO toward an individual participating in a public forum. Every effort should be made to be fair and impartial in listening to public testimony.

Be Welcoming to speakers and treat them with care and gentleness

Be fair and equitable in allocating public hearing time to individual speakers

The Mayor or Chair will determine and announce limits on speakers at the start of the public hearing process. Generally, each speaker will be allocated three minutes with applicants and appellants or their designated representatives allowed time as allocated by the Mayor.

No speaker will be turned away unless he or she exhibits inappropriate behavior. Each speaker may only speak once during the public hearing unless the Mayor or Chair requests additional clarification later in the process.

Give the appearance of active listening

It is disconcerting to speakers to have EAO not look at them when they are speaking. Be aware of facial expressions, especially those that could be interpreted as "smirking," disbelief, anger or boredom.

Ask for clarification, but avoid debate and argument with the public

Only the chair - not individual EAO - can interrupt a speaker during a presentation. However, a member can ask the chair for a point of order if the speaker is off the topic or exhibiting behavior or language the member finds disturbing.

If speakers become flustered or defensive by questions, it is the responsibility of the chair to calm and focus the speaker and to maintain the order and decorum of the meeting. Questions by EAO to the public testifying should seek to clarify or expand information. It is never appropriate to belligerently challenge or belittle the speaker, EAO's personal opinions or inclinations about upcoming votes should not be revealed until after the public hearing is closed.

No personal attacks of any kind, under any circumstance

EAO should be aware that their body language and tone of voice, as well as the words they use, can appear to be intimidating or aggressive.

Follow parliamentary procedure in conducting public meetings

The City Secretary serves as advisory parliamentarian for the Council and City and is available to answer questions or interpret situations according to parliamentary procedures. In her absence, the City Attorney serves as advisory parliamentarian. The Chair, subject to the appeal of the full Council or Committee/Commission, makes final rulings on parliamentary procedure per the procedure outlined in Robert's Rules of Order Newly Revised.

5(b). In Unofficial Settings

Make no promises on behalf of the Council, Committee/Commission or City

EAO will frequently be asked to explain a Council or Committee/Commission action or to give their opinion about an issue as they meet and talk with constituents in the community. It is appropriate to give a brief overview of City policy and to refer to City staff for further information. It is inappropriate to overtly or implicitly promise Council or Committee/Commission action, or to promise City staff will do something specific (fix a pothole, etc.).

Make no personal comments about other EAO

It is acceptable to publicly disagree about an issue, but it is unacceptable to make derogatory comments about other EAO, and their opinions and actions.

Remember that Blanco is a small town at heart

EAO are constantly being observed by the community every day that they serve in office. Their behaviors and comments serve as models for proper deportment in the City of Blanco. Honesty and respect for the dignity of each individual should be reflected in every word and action taken by EAO, 24 hours a day, seven days a week. It is a serious and continuous responsibility,

6. Council Conduct with Other Public Agencies

Be clear about representing the City or personal interests

When representing the City, the Councilmember must support and advocate the official City position on an issue, not a personal viewpoint. Outside of official Committee or Commission meetings, Committee and Commission members are not authorized to represent the City or their Committee or Commission unless specifically designated by the Council or the Committee or Commission to do so for a particular purpose and with staff's knowledge,

When representing another organization whose position is different from the City, the Councilmember should withdraw from voting on the issue if it significantly impacts or is detrimental to the City's interest. Councilmembers should be clear about which organizations they represent and inform the Mayor and Council of their involvement.

Be equally clear in correspondence about representation

City letterhead may be used when the Councilmember is representing the City and the City's official position. A copy of official correspondence should be given to the Council Services Assistant to be filed in the Council Office as part of the permanent public record.

City letterhead should not be used for non-City business or for correspondence representing a dissenting point of view from an official Council position.

7. Council Conduct with Committees and Commissions

The City has established several Committees and Commissions as a means of gathering more community input. Citizens who serve on Committees and Commissions become more involved in government and serve as advisors to the City Council. They are a valuable resource to the City's leadership and should be treated with appreciation and respect.

If attending a Committee or Commission meeting, be careful of personal opinions

Councilmembers may attend any Committee or Commission meeting, which are always open to any member of the public. However, they should be sensitive to the way their participation, especially if it is on behalf of an individual, business or developer, could be viewed as unfairly affecting the process, Any public comments by a Councilmember at a Committee or Commission meeting should be clearly made

as individual opinion and not as a representation of the feelings of the entire City Council.

Limit contact with Committee and Commission members to questions of clarification

It is inappropriate for a Councilmember to contact a Committee or Commission member to lobby on behalf of an individual, business, or developer, and vice versa. It is acceptable for Councilmembers to contact Committee or Commission members in order to clarify a position taken by the Committee or Commission.

Remember that Committees and Commissions serve the community, not individual Councilmembers. The City Council appoints individuals to serve on Committees and Commissions, and it is the responsibility of Committees and Commissions to follow policy established by the Council; but Committee and Commission members do not report to individual Councilmembers, nor should Councilmembers feel they have the power or right to threaten Committee and Commission members with removal if they disagree about an issue. Appointment and re-appointment to a Committee or Commission should be based on such criteria as expertise, ability to work with staff and the public, and commitment to fulfilling official duties. A Committee or Commission appointment should not be used as a political "reward."

Be respectful of diverse opinions

A primary role of Committees and Commissions is to represent many points of view in the community and to provide the Council with advice based on a full spectrum of concerns and perspectives. Councilmembers may have a closer working relationship with some individuals serving on Committees and Commissions but must be fair and respectful of all citizens serving on Committees and Commissions.

Keep political support away from public forums

Committee and Commission members may offer political support to a Councilmember, but not in a public forum while conducting official duties. Conversely, Councilmembers may support Committee and Commission members who are running for office but not in an official forum in their capacity as a Councilmember.

8. Conduct with the Media

Committee and Commission members are not authorized to represent the City outside of official Committee/Commission meetings unless specifically authorized to do so.

Councilmembers are frequently contacted by the media for background and quotes.

The best advice for dealing with the media is to never go "off the record"

Most members of the media represent the highest levels of journalistic integrity and ethics and can be trusted to keep their word. But one bad experience can be catastrophic. Words that are not said cannot be quoted.

The Mayor is the official spokesperson for the City on City positions

The Mayor is the designated representative of the Council to present and speak on the official City position. If an individual Councilmember is contacted by the media, the Councilmember should be clear about whether their comments represent the official City position or a personal viewpoint.

Choose words carefully and cautiously

Comments taken out of context can cause problems, Be especially cautious about humor, sardonic asides, sarcasm, or word play. It is never appropriate to use personal slurs or swear words when talking with the media.

C. SANCTIONS

Public Disruption

Members of the public who do not follow proper conduct after a warning in a public meeting may be barred from further testimony at that meeting or removed from the Council Chambers.

Inappropriate Staff Behavior

Councilmembers should refer to the City Administrator any City staff who do not follow proper conduct in their dealings with Councilmembers, other City staff, or the public. These employees may be disciplined in accordance with standard City procedures for such action; if it is determined such action did occur. (Please refer to the section on Council Conduct with City Staff for more details on interaction with Staff.)

Councilmembers Behavior and Conduct

Compliance and Enforcement. The Code of Ethics and Conduct expresses standards of ethical conduct expected for members of the Blanco City Council, Committees and Commissions, EAO themselves have the primary responsibility to assure that ethical standards are understood and met, and that the public can continue to have full confidence in the integrity of government. The chairs of Committees and Commissions and the Mayor and Council have the additional responsibility to intervene when actions of EAO that appears to be in violation of the Code of Ethics and Conduct are brought to their attention.

City Councilmembers who intentionally and repeatedly do not follow proper conduct may be reprimanded or formally censured by the Council, be removed from committee assignments (both within the City of Blanco or with inter-governmental agencies) by the Council.

Councilmembers should point out to the offending Councilmember infractions of the Ethics Policy. If the offenses continue, then the matter should be placed on a council

agenda in closed session under the provisions of Section 551.074 of the Texas Government Code.

The affected Councilmember may request that the complaint be considered in a public meeting. The affected Councilmember shall be provided by the City Attorney or City Administrator a copy of the complaint in writing. At such meeting, the City Attorney or City Administrator shall present in detail to the City Council the nature of the complaint and the City Attorney or City Administrator's findings and conclusions as to a possible violation of this Code of Ethics and Conduct.

The affected Councilmember shall have the right to a full and complete hearing before the City Council with the opportunity to call witnesses and present evidence in such person's behalf. The non-implicated City Councilmembers in attendance shall conduct a hearing in open session and review the complaint. The City Council may reject the complaint and take no action or take action to formally reprimand or censure the offending Councilmember.

Committee and Commission Members Behavior and Conduct

Counseling and verbal reprimands may be administered by Committee and Commission chairs (or their designee) to Committee and Commission members failing to comply with City policy. These lower levels of sanctions shall be kept private to the degree allowed by law. Verbal or written reprimands may be administered by the Mayor or Mayor Pro Tem at the direction of the Council. Copies of all written reprimands administered by the Mayor shall be distributed in memo format to the respective Committee or Commission member, the Committee or Commission chairperson, the city secretary, the City Administrator, and the City Council. Written reprimands administered by the Mayor or Mayor Pro Tern shall not be publicized except as required under the Public Information Act.

The City Council may impose sanctions on Committee and Commission members whose conduct does not comply with the City's policies, up to and including removal from office. Any form of discipline imposed by Council shall be determined by a majority vote of at least a quorum of the Council at a noticed public meeting and such action shall be preceded by a Report to Council with supporting documentation. The Report to Council shall be distributed in accordance with normal procedures. Any Report to Council addressing alleged misconduct by a Committee or Commission member shall be routed through the Office of the City Attorney for review of whether any information is exempt from disclosure (subject to redaction) based on privacy interests authorized under the Public Information Act.

When deemed warranted, the Council may call for an investigation of Committee or Commission member conduct. Should the City Attorney or City Administrator believe an investigation is warranted, they shall confer with the Council. The Council shall ask for an investigation of the allegation and a report of the findings.

The results of any investigation conducted by the City Administrator or City Attorney shall be reported to the full Council in a closed session. It may be reported in a verbal or written report. Any written report to Council addressing the investigation of Committee and Commission members shall be routed through the City Attorney for review of whether any information is exempt from disclosure (subject to redaction) based on privacy interests authorized under the Public Information Act. The affected Member may request that the complaint be considered in a public meeting. The Member shall be provided a copy of the complaint in writing. At such meeting, the City Attorney or City Administrator shall present a report to the City Council describing in detail the nature of the complaint and the City Attorney or City Administrator's findings and conclusions as to a possible violation of this Code of Ethics and Conduct. The affected member shall have the right to a full and complete hearing before the City Council with the opportunity to call witnesses and present evidence in such person's behalf. The non-implicated City Councilmembers in attendance shall conduct a hearing and review the complaint. The City Council may reject the complaint or take action

It shall be the Council's responsibility to determine the next appropriate action. Any such action taken by Council (with the exception of "take no further action") shall be conducted at a noticed meeting. These actions include, but are not limited to discussing and counseling the individual on the violations; placing the matter on a future public hearing agenda to consider sanctions; forming a Council ad hoc subcommittee to review the allegation, the investigation and its findings, as well as to recommend sanction options for Council consideration.

A violation of this Code of Ethics and Conduct, alone, shall not constitute a basis for challenging the validity of a Council, Committee or Commission decision.

D. GLOSSARY OF TERMS

Confidential information means any information to which an official has access in such person's official capacity, which may not be disclosed to the public except pursuant to state and/or federal law and which is not otherwise a matter of public record or public knowledge. Confidential information includes the following information, however transmitted: (i) any information from a meeting closed to the public pursuant to the Texas Open Meetings Act or other law regardless of whether disclosure violates the Texas Open Meetings Act or Texas Public Information Act; (ii) any information protected by attorney client, attorney work product, or other applicable legal privilege; and (iii) any information deemed confidential by law.

Gift means anything of value, regardless of form, offered or given in the absence of adequate and lawful consideration. It does not include the receipt or acceptance of campaign contributions, which are regulated by federal, state, and/or local laws or ordinance.

Relative means any person related to an officer within the second degree by Consanguinity or affinity. This relationship includes the spouse, parents, children,

stepchildren, father and mother-in-law, or son and daughter-in-law, grandparents, grandchildren, sisters and brothers of the officer.

Substantial interest means (i) the ownership of ten (10) percent or more of the voting stock or shares of a business entity; (ii) the ownership of ten (10) percent or more, or fifteen thousand dollars (\$15,000.00) or more of the fair market value of a business entity; or (iii) funds received from the business entity exceed ten (10) percent of the person's gross income for the previous year, and action on the matter involving the business entity will have a special economic effect on the business entity that is distinguishable from the effect on the public. It is expressly provided herein that an investment or ownership in a publicly held company, in an amount less than fifteen thousand dollars (\$15,000.00) does not constitute a substantial interest. Substantial interest in real property means the person has an interest in the real property that is equitable or legal ownership with a fair market value of two thousand five hundred dollars (\$2,500.00) or more; and it is reasonably foreseeable that an action on a matter involving the real property will have a special economic effect on the value of the real property distinguishable from its effect on the public. (Ownership includes any partnership, joint or corporate ownership or any equitable or beneficial interest as a beneficiary of a trust.) A Member is considered to have a substantial interest under this Ethics Policy if a person related to the Member in the second degree of consanguinity or affinity has a substantial interest under this Code of Ethics and Conduct.

E. IMPLEMENTATION

As an expression of the standards of conduct for EAO expected by the City, the Code of Ethics and Conduct is intended to be self-enforcing. It therefore becomes most effective when EAO are thoroughly familiar with it and embrace its provisions. For this reason, this document shall be included in the regular orientations for candidates for City Council, applicants to Committee and Commissions, and newly elected and appointed officials. EAO entering office shall sign a statement affirming they read and understood the City of Blanco Code of Ethics and Conduct. In addition, the Code of Ethics and Conduct shall be annually reviewed by the City Council, Committees and Commissions, and the City Council shall consider recommendations from Committees and Commissions and update it as necessary.

Exhibit A

**OPERATIONAL PROTOCOLS
FOR BLANCO CITY COUNCIL**

It is the overriding objective of the Council that the interests of the City be served faithfully and effectively at all times. To that end, the Council and individual Councilmembers will work together to foster a working environment that is characterized by mutual respect and professional courtesy, free of harassment and unnecessary interpersonal conflict, compliant with all applicable laws, guided at all times by the Charter, and consistently focused on a commitment to service. This protocol governs interactions among the Council and its members and establishes the standards of behavior that all have agreed are best suited to achieving the appropriate working environment. These rules of engagement are not intended to take the place of any ethical guidelines, or other policies but, rather, supplement those guidelines, directives, and policies by facilitating the type of productive day-to-day interactions that are necessary for accomplishing the duties and responsibilities assigned to each individual or group.

Council's first duties are to:

- 1) create a strategic plan with concise goals;
- 2) implement a system to measure goal achievement on a quarterly basis;
- 3) speak with one voice once a majority decision has been rendered; and
- 4) view responsibilities to the entire City as stakeholders and not to certain sections of the community.

The Council and individual Councilmembers shall at all times:

- o Operate within the scope of authority provided for in the City's ordinances and codes and in accordance with all applicable laws.
- o Observe the requirements regarding properly noticed open meetings and refrain from meeting in numbers less than a quorum with the intent of avoiding open meetings requirements.
- o Appoint a duly authorized delegate or subcommittee to attend to matters within the Council's scope of authority that the Council does not pursue as a body, requiring that delegate or subcommittee to report back to the Council to allow for an informed decision by the Council as a whole.
- o Designate the Mayor as spokesperson on policy decisions collectively reached at properly noticed meetings and, once decisions are made, avoid the appearance that the Council is not in agreement with regard to the direction taken.

- o Follow the rules of debate as set forth in the Council's recognized parliamentary authority during Council meetings.
- o Respect the delegation of authority and responsibility to appointees as provided for in the Charter.
- o Avoid at all times inappropriately providing direction on administrative matters or other matters not within the scope of their authority.
- o Direct all requests for information from City personnel to the City Administrator in order to avoid the appearance of any impropriety or undermining of the appointee's position and authority; and, when at all possible, contact the City Administrator with questions about upcoming Council agenda items in order to provide the City Administrator the opportunity to gather needed information and have appropriate staff present at the meeting to adequately address the questions.
- o Seek clarification from the City Attorney, as necessary, regarding the scope of the Council's authority or responsibility, proper process, or other legal issues.
- o Treat citizens, appointees, and City employees in a courteous and fair manner at all times

Situations involving a Councilmember who is not following the Council's operational protocols shall be addressed through the following incremental steps: 1) the concerned Councilmember shall have a one-on-one conversation with the non-complying Councilmember; 2) the Mayor or Mayor Pro Tem shall discuss the situation with said Councilmember; and 3) the Mayor or Mayor Pro Tem shall appoint an ad hoc committee of the Council to address the situation.

The Council considers this protocol to be critical to the success of the organization and, accordingly, failure to adhere to the rules of engagement set forth above will result in appropriate action, which, for appointees, may include removal from his or her position. Councilmembers and appointees shall have an affirmative duty to report to the full Council and to the other appointees any situation which they believe, in good faith, constitutes a violation of this protocol, whether intentional or unintentional.

The Council will revisit this protocol semi-annually to ensure that it is achieving the goals it was intended to achieve and to determine if any amendment or other action is necessary to establish and maintain effective professional relationships among the Council and its appointees.

NEW BUSINESS

ITEM #11



City of Blanco

P.O. Box 750 Blanco, Texas 78606
Office 830-833-4525 Fax 830-833-4121

STAFF REPORT: 10/8/24

DESCRIPTION: Request for Qualifications for City Engineer

ANALYSIS: We have had Ardurra Engineering as City Engineer since March 2022. City is always looking at ways to improve internal services and while the City Engineer has done adequate work we are looking at efficiency, project management and cost effectiveness at this position.

FISCAL IMPACT:

RECOMMENDATION: Authorize staff to go out for RFQ for Engineering Services

**CITY OF BLANCO, TEXAS
REQUEST FOR QUALIFICATIONS
ENGINEERING SERVICES FOR PLAN REVIEW**

1. REQUEST FOR STATEMENT OF QUALIFICATIONS:

The City of Blanco, Texas, hereinafter referred to as “the City”, is soliciting Statement of Qualifications from professional Engineering Applicants, hereinafter referred to as “the Applicant”, which have comprehensive experience in providing professional services as outlined in the SCOPE OF SERVICES section of this request. The Applicant awarded the contract is referred to herein as “the Applicant.”

Statements of Qualifications are due at 4 p.m. _____. Statements of Qualifications will be opened by City Staff at which time will be read aloud. Statements received after the opening date and time will not be considered. Proposals will become public, as required by the Public Information Act, after the contract is awarded. At the discretion of the City, a short-list of applicants may be requested to make a presentation to an Evaluation Committee appointed by the Mayor and/or at a Council Meeting of the City of Blanco.

Please submit a proposal of services and statement of qualifications to:

Warren Escovy, City Administrator
City of Blanco
300 Pecan Street
Blanco, Texas 78606

2. OBJECTIVES AND BACKGROUND:

The City of Blanco is accepting proposals to perform professional engineering services to support in the review of plans, reports, and construction drawings and provide other associated services as requested by the City.

The professional engineering services requested will require the Applicant to be licensed to practice engineering in the State of Texas and must also employ active Texas Registered Professional Engineers.

3. SCOPE OF SERVICES:

- a. The City will provide plans, maps, construction drawings and other materials to the Applicant for engineering review and preparation of comments. The City will indicate the desired review schedule to the Applicant.
- b. The Applicant will perform the requested review of the materials and provide written comments to the City per the agreed upon schedule for each project.
- c. The Applicant will coordinate directly with permit/plat applicants when requested by the City.

- d. The Applicant may provide Capital Project Management and Construction Administration Services.
- e. The Applicant will attend pre-construction meetings, construction meetings, and perform stormwater/drainage construction observation when requested by the City.
- f. The Applicant will participate in litigation support when requested or required by law.
- g. The Applicant will provide input and attend meetings related to the existing water quality ordinance and potential development of a revised water quality ordinance and potential development of a revised water quality ordinance. Up to five meetings are included in this scope of services.
- h. The Applicant may from time to time be called upon to perform the following services:
 - (1) Attend meetings of the City Council and Planning and Zoning Commission when requested by the Mayor, City Secretary/Planning Coordinator; and/or
 - (2) Attend other public or private meetings involving engineering issues or Water Quality issues and other matters related to the duties performed.
- i. The Applicant shall conduct business in good faith displaying professionalism and a courteous manner in dealings with the staff, citizens, and customers of the City.
- j. The Applicant will report to Warren Escovy, verbally or in writing, any conflicts between the Applicant and any citizen or customer in the course of performing said duties and responsibilities.
- k. The Applicant shall assign to the City a minimum of one (1) staff person as "Project Manager," who is a Professional Engineer licensed to practice in the State of Texas. The Project Manager will be the City's primary point of contact.
- l. The Applicant shall maintain complete and accurate records of work performed for the City. The Applicant shall manage both public and confidential records that the Applicant obtains with the understanding that some records may be subject to state open records laws. The Applicant shall comply with the City's public information and records retention policies.
- m. Engineering studies, including but not limited to, preparation of development agreements, preparation of capital improvement bid packages and associated engineering and technical evaluation and input relative to maintenance and repair of city infrastructure.
- n. Preparation of Land Use Plans, Comprehensive Development Plans, Asset Management Plans, Capital Improvement Plans and calculations needed to conduct rate studies."
- o. Performs other related duties as needed.

4. COMPENSATION OF SERVICES:

The City intends to enter into a Professional Services Contract covering the period needed to perform the engineering services for plan review. Compensation for services rendered will be based on the agreed upon amount and type of fee negotiated between the City and the Applicant.

5. NO PRE-SUBMITTAL CONFERENCE:

A pre-submittal conference will not be held.

6. EVALUATION, CRITERIA AND SELECTION PROCEDURES:

A. Evaluation Criteria:

Selection of the Applicant will be based on a thorough evaluation of the qualifications of each Applicant. City staff and the City Engineer will rate the strength of the Applicants and proposed team-based experience and qualifications. The City will evaluate the submitted Statements of Qualification (SOQ's) based on, but not limited to, the following criteria, with maximum possible points allowed for each:

- Knowledge of, and project experience in, Blanco and Central Texas. (15 Points)
- Applicant's relevant experience with comparable, municipal planning and public works infrastructure. (30 Points)
- Proposed project staffing experience and availability. (25 Points)
- Relevant engineering and project management experience of proposed Project Manager including capability to timely deliver the requested services. (30 Points)

Total: 100 Points

The City reserves the right to request additional information or clarifications from any and all proponents and to allow corrections of errors or omissions. Location of business shall not be considered in selecting the engineering Applicant.

Optional: the short-listed Applicants (if any) may be requested to participate in an interview and provide a presentation that is worth up to an additional 25 Points. Any additional points earned will be added to the points the Applicant received in the first round of the evaluation.

Please provide the following information in the Applicant's Statement of Qualifications:

1. The staff and percent availability to handle the engineering services for plan reviews workload and the size of the engineering Applicant based on the need- to -know timing on design of construction plans.
2. The address of the Applicant's principal place of business and the name of the individual(s) who will act as the primary contact(s), along with their experience and qualifications.
3. A record of previous relevant experience in providing the prospective engineering services for plan reviews.
4. A list of references including names, addresses, and phone numbers of at least 3 municipal organizations where municipal services have been provided or are being provided.
5. Complete the attached Response Form.

B. Selection procedure:

1. The City will review all submissions in accordance with Sections 6 and 7 of this solicitation. It may decide to select the best and most qualified Applicant at this time or may decide to short-list selected qualified Applicants.
2. If the City decides to short-list Applicants, the short-listed Applicants will be notified in writing to participate in an interview with the City between _____

3. After evaluations are complete, the City will rank the Applicants by the total score, with the highest total score reflecting the best and most qualified Applicant. The City will enter into negotiations for compensation and other relevant issues with the Applicant deemed the best and most qualified.
4. In the event the City is unable to negotiate a mutually acceptable contract with the selected Applicant, it reserves the right to terminate negotiations with the first choice and enter into negotiations with the following choice, and so on until the City enters into a contract with a qualified Applicant.

7. GENERAL REQUIREMENTS:

- A. Independent Consultant: The selected Applicant shall not be an employee or officer of the City. The Applicant and Applicant employees will act as independent contractors and acquire no rights or benefits offered to the employees of the City, its departments, or agencies.
- B. General Liability Insurance/Professional Liability: See Attachment “A” “City of Blanco Contractor Insurance Requirements.”

8. STATEMENT OF QUALIFICATIONS SUBMISSION:

- A. Statements of Qualifications must be addressed to Warren Escovy, City Administrator, and received at the City Offices at 300 Pecan Street, Blanco, Texas 78606 at or before: 4 p.m. NOVEMBER 2024.

STATEMENTS OF QUALIFICATIONS RECEIVED AFTER 4 P.M. WILL BE PLACED IN THE FILE UNOPENED AND WILL NOT BE CONSIDERED. NO EXCEPTIONS. NEITHER FAXED STATEMENTS OF QUALIFICATIONS NOR EMAILED STATEMES OF QUALIFICATIONS WILL BE ACCEPTED.

- B. Statements of Qualifications must be submitted in a sealed envelope clearly bearing the name of the Applicant and address and bearing the words: “ENGINEERING SERVICES FOR PLAN REVIEW RFQ”.
- C. The Applicant must submit one (1) original and five (5) copies of the Statement of Qualifications.
- D. Applicants are encouraged to verify that the City of Blanco agency contact, the City Secretary, has received Qualifications. Any Qualifications received after the deadline will not be accepted.

9. CONFLICT OF INTEREST:

A statement indicating the Applicant has no conflict of interest with the City of Blanco including any past or present employees or past or present elected officials of the City. **THE CIQ FORM MUST BE SUMITTED WITH THE STATEMENT OF QUALIFICATIONS. THE FORM**

IS AVAILABLE HERE: [HTTPS://WWW.ETHICS.STATE.TX.US/FORMS/CIQ.PDF](https://www.ethics.state.tx.us/forms/ciq.pdf). NO EMPLOYEE, OFFICER, OR AGENT OF THE CITY THAT HAS ANY INTEREST IN ANY VENDOR SHALL PARTICIPATE IN THE SELECTION OF THE VENDOR. THE SELECTED VENDOR SHALL COMPLETE AN AFFIDAVIT REGARDING PROHIBITION ON CONTRACTS WITH COMPANIES BOYCOTTING ISRAEL (TEXAS GOVERNMENT CODE CHAPTER 2270). THE SELECTED VENDOR MUST ALSO FILL OUT FORM 1295, AS REQUIRED BY THE TEXAS ETHICS COMMISSION, AND SUBMIT IT TO THE CITY. THE FORM MAY BE FOUND HERE: [HTTPS://WWW.ETHICS.STATE.TX.US/WHATSNEW/ELF INFO FORM1295.HTM](https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm)

10. AWARD:

The City reserves the right to reject any or all Applicants.

11. WRITTEN AGREEMENT:

The successful Applicant will be required to negotiate a written agreement with the City with provisions meeting the requirements in state and federal law.

12. REQUESTS FOR CLARIFICATION:

Should this solicitation fail to contain sufficient information in order for interested Applicants to obtain a clear understanding of the services required by the City, or should it appear that the instructions outlined in the solicitation are not clear or are contradictory, any interested Applicant may in writing request clarification from the City Administrator, no later than _____. The interested Applicant shall email a copy of the written clarification request to City Administrator, Warren Escovy, at cityadmin@cityofblanco.com. Written requests from interested forms and written responses by the City will be provided to all Applicants.

13. EQUAL OPPORTUNITY AND AN APPLICANT AFFIRMATIVE ACTION PROGRAM:

The successful Applicant must agree to abide by regulations pertaining to Equal Employment as set forth in all applicable local, state, and federal regulations, to include not discriminating because of race, color, religion, sex, age, disability, or national origin and will agree to take appropriate measures to employ minority and women-owned businesses. A copy of all noted regulations can be obtained from the City of Blanco. Also, the City will make every reasonable effort to ensure that all are treated fairly and equally throughout the entire advertisement, review, and selection process. The procedures established herein are designed to give all parties reasonable access to the same basic information.

14. ADDITIONAL INFORMATION:

Contact with persons other than the City Engineer or City Secretary as provided in Section 12, above, may result in the disqualification of the submittal. In fairness to all Applicants, the City will not communicate with anyone representing a potential provider of services during the RFQ process, except (1) as contemplated under Section 12 hereinabove, (2) meetings and

communications required to conduct business not related to the RFQ, and (3) possible personal presentations by Applicants after written submittals have been received and evaluated, if deemed necessary by the City.

In addition, the City reserves the right to contact any Applicant for purposes of obtaining clarification of a submission, as deemed necessary after responses have been opened and also as contemplated under Section 6.B., above.

15. COST OF DEVELOPING STATEMENTS OF QUALIFICATIONS:

All costs related to the preparation of the statement of qualifications and any related activities are the sole responsibility of the Applicants. The City assumes no liability for any costs incurred by the Applicants throughout the entire selection process.

16. DOCUMENT OWNERSHIP:

All submittals, including attachments and supplementary materials shall become, upon submission, property of the City of Blanco and will not be returned to the submitting Applicant.

Attachments:

- A. City of Blanco Contractor Insurance Requirements
- B. Response Form

ATTACHEMENT "A"

CITY OF BLANCO CONTRACTOR INSURANCE REQUIREMENTS

Applicant providing goods, materials and services for the City of Blanco shall, during the term of the contract with the City of Blanco or any renewal or extension thereof, provide and maintain the types and amounts of insurance set forth herein. All insurance and certificate(s) of insurance shall contain the following provisions:

1. Name the City of Blanco as additional named insured as to all applicable coverage.
2. Provide for at least thirty (30) days prior written notice to the City of Blanco for cancellation, non-renewal, or material change of the insurance.
3. Provide for a waiver of subrogation against the City of Blanco for injuries, including death, property damage, or any other loss to the extent the same is covered by the proceeds of insurance.

Insurance Company Qualification: All insurance companies providing the required insurance shall be authorized to transact in Texas and rated at least "A" by AM Best or other equivalent rating service.

Certificate of Insurance: Certificates of Insurance evidencing all of the required insurance coverages shall be submitted with the Applicant's submission. Copies of any modifications, amendments, renewals, or terminations of any coverage shall be promptly submitted to the City. If the contract is extended by the City of Blanco, certificates of insurance evidencing all of the required insurance coverages shall also be provided to the City prior to the date the contract is extended.

Type and Amount of Insurance:

- Statutory Workers Compensation insurance as required by state law.
- Commercial General Liability minimum limits of \$500,000 per occurrence for bodily injury, personal injury, and property damage.
- Automobile Liability with a minimum of \$500,000 combined single limit;
- Professional Services Professional Liability Insurance with a minimum of \$1 million dollars per occurrence and \$1 million dollars aggregate.

NEW BUSINESS

ITEM #12



City of Blanco

P.O. Box 750 Blanco, Texas 78606
Office 830-833-4525 Fax 830-833-4121

October 8, 2024

STAFF REPORT: RFQ for Computer Maintenance, Server Maintenance, and IT Support 10/824

DESCRIPTION: In December of 2021 the City approved a contract with Hill Country IT for the above mentioned services after having been selected by Council through an RFQ process. In November 23 the City went out for IT RFQ but received no bids.

ANALYSIS: The City Administrator and mayor requested a new RFQ to look at ways to improve service, lower costs, and provide better value for IT services. The current IT maintenance and support provider has been adequate but it is the hope that through the RFQ process (competition) that we get better service while that be through a new provider of the same provider.

FISCAL IMPACT: Better service and better cyber security protection

RECOMMENDATION:

Staff recommends that City Council authorize the City Administrator to go out for RFQ for Computer Maintenance, Server Maintenance and IT Support.