

AGENDA
REGULAR CITY COUNCIL MEETING
RONALD C. BOWMAN CITY COUNCIL CHAMBERS
447 North Main Street
Boerne, TX 78006
JULY 28, 2026 – 6:00 PM

A quorum of the City Council will be present during the meeting at: 447 N Main, Boerne, TX 78006.

1. CALL TO ORDER – 6:00 PM

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE TO THE UNITED STATES FLAG

PLEDGE OF ALLEGIANCE TO THE TEXAS FLAG

(Honor the Texas flag, I pledge allegiance to thee, Texas – one state under God, one and indivisible.)

2. CONFLICTS OF INTEREST

3. [2026-312](#) RECOGNITION OF BARBARA RODRIGUEZ FOR RECEIVING LEVEL 3 COURT CLERK CERTIFICATION.

Attachments: [AIS - Barbara Certification Recognition 2026](#)

4. PUBLIC COMMENTS: This is the opportunity for visitors and guests to address the City Council on any issue, in compliance with LGC Section 551.007. City Council may not discuss any presented issue, nor may any action be taken on any issue at this time. (Attorney General opinion – JC-0169)

5. CONSENT AGENDA: All items listed below within the Consent Agenda are considered to be routine by the City Council and may be enacted with one motion. There will be no separate discussion of items unless a Council Member or citizen so requests, in which event the item may be moved to the general order of business and considered in its normal sequence.

A. [2026-314](#) CONSIDER THE MINUTES OF THE REGULAR CALLED CITY COUNCIL MEETING OF JULY 14, 2026.

Attachments: [Minutes.26.0714](#)

REGULAR AGENDA:

6. PRESENTATIONS, PUBLIC HEARINGS, ORDINANCES AND RESOLUTIONS:

- A. [2026-228](#) PRESENTATION BY CHIEF APPRAISER NELIA MCNEAL, KENDALL APPRAISAL DISTRICT.

Attachments: [AIS - Kendall CAD Budget Presentation](#)

- B. [2026-229](#) CONSIDER RESOLUTION NO. 2026-R41; A RESOLUTION AUTHORIZING THE CITY MANAGER TO APPROVE THE KENDALL APPRAISAL DISTRICT'S PROPOSED FISCAL YEAR 2027 APPRAISAL AND COLLECTIONS BUDGETS.

Attachments: [AIS - Resolution for Approval of KAD Budget Resolution No. 2026-R41](#)
 [KAD AMENDED-CORRECTED BUDGET 07-14-2026](#)

- C. [2026-232](#) PRESENTATION OF UTILITY BUDGET AND UTILITY CAPITAL IMPROVEMENT PLAN.

Attachments: [AIS - Utilities Budget and CIP Workshop Presentation](#)

- D. [2026-276](#) RECEIVE THE RECOMMENDATION FROM THE PLANNING AND ZONING COMMISSION, HOLD A PUBLIC HEARING AND CONSIDER ON FIRST READING ORDINANCE NO. 2026-04; AN ORDINANCE OF THE CITY OF BOERNE, TX, AMENDING THE UNIFIED DEVELOPMENT CODE, INCLUDING BUT NOT LIMITED TO CHAPTER 1, SECTION 1-12.B. - PLANNING AND ZONING COMMISSION, SECTION 1-12.D. - HISTORIC LANDMARK COMMISSION, SECTION 1-12.E. - DESIGN REVIEW COMMITTEE, CHAPTER 2, SECTION 2-1.H.- APPLICATION SUBMITTAL DATES, SECTION 2-1.L - VARIANCES, SECTION 2-1.M - APPEALS, SECTION 2-10.E. - SIGN VARIANCES, CHAPTER 3, SECTION 3-6.D - NON-RESIDENTIAL USES, SECTION 3-9.B.2. - CREATIVE ALTERNATIVES IN AN OVERLAY DISTRICT OTHER THAN THE HISTORIC DISTRICT, SECTION 3-12.G. - SIGNAGE, SECTION 3-13.D. - DIMENSIONS, SECTION 3-14.H. - SIGNAGE, SECTION 3-16.J - SIGNAGE, SECTION 3-17.G. - SIGNAGE, CHAPTER 9, SECTION 9-5. - SIGN ILLUMINATION, SECTION 9-7.C. - FREE STANDING SIGNS, AND APPENDIX A. DEFINITIONS - DESIGN REVIEW COMMITTEE.
- Attachments:** [AIS DRC Duties Reassigned UDC CH 1 2 3 9 and Appendix A Definitions Ordinance No. 2026-04](#)
[Exhibit A - Proposed UDC Amendments - DRC-HLC](#)
[Public Hearing Notice - UDC](#)
- E. [2026-219](#) CONSIDER RESOLUTION NO. 2026-R42; A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BOERNE, TEXAS, RESCINDING RESOLUTION NO. 2026-R15 THE PREVIOUSLY APPROVED REIMBURSEMENT TO BUC-EE'S LTD. FOR THE SUGGS CREEK SEWER MAIN EXTENSION, AND AUTHORIZING REIMBURSEMENT TO BUC-EE'S LTD. IN AN AMOUNT NOT TO EXCEED \$800,000.
- Attachments:** [AIS Suggs Creek Sewer Reimbursement Resolution No. 2026-R42](#)
[Suggs Sewer Extension - Bid Rec Letter - 20260625](#)

7. CITY MANAGER'S REPORT:

- A. [2026-318](#) FLOOD RESPONSE UPDATE.
- B. [2025-662](#) MONTHLY PROJECTS UPDATE.

8. COMMENTS FROM COUNCIL – No discussion or action may take place.
9. EXECUTIVE SESSION IN ACCORDANCE WITH THE TEXAS GOVERNMENT CODE:
 - A. [2026-319](#) SECTION 551.071 - CONSULTATION WITH CITY ATTORNEY
(Spencer Ranch Development Agreement)
 - B. [2026-320](#) SECTION 551.072 - DELIBERATION REGARDING REAL PROPERTY:
DELIBERATE THE PURCHASE, EXCHANGE, LEASE OR VALUE OF
REAL PROPERTY. (A10166 - Survey 174 N Flores 21.171 acres,
Heffner Addition Lot 9 PT 11 0.2697 acres, and Wendlers
Addition Lot 8 0.375 acres)
10. RECONVENE INTO OPEN SESSION AND TAKE ANY NECESSARY ACTION RELATING
TO THE EXECUTIVE SESSION AS DESCRIBED ABOVE.
11. ADJOURNMENT

CERTIFICATION

I hereby certify that the above notice of meeting was posted on the 22 day of July,
2026 at 4:00 p.m.

s/s Lori A. Carroll
City Secretary

NOTICE OF ASSISTANCE AT THE PUBLIC MEETINGS

The City Hall is wheelchair accessible. Access to the building and special parking is available at the northeast entrance of the building. Requests for auxiliary aides and special services must be received forty-eight (48) hours prior to the meeting time by calling the City Secretary at 830-249-9511.



AGENDA ITEM SUMMARY

Agenda Date	July 28, 2026
Requested Action	PRESENTATION AND RECOGNITION OF BARBARA RODRIGUEZ FOR ACHIEVING THE CERTIFIED MUNICIPAL COURT CLERK CERTIFICATION
Contact Person	Andrea Fontanes, Municipal Court Administrator
Background Information	The purpose of this item is to provide City Council with an overview of the Certified Municipal Court Clerk (CMCC) designation and to recognize Barbara Rodriguez of the Boerne Municipal Court for earning one of the highest professional certifications available to municipal court clerks in the State of Texas. Achieving this designation requires the successful completion of extensive judicial education, comprehensive examinations, court observations, and advanced professional training over several years. Barbara joins an elite group of only 162 Certified Municipal Court Clerks among approximately 3,000 municipal court clerks serving courts throughout Texas. With this achievement, the City of Boerne Municipal Court is now home to two Certified Municipal Court Clerks, reflecting the City's commitment to professional excellence, exceptional public service, and the fair and efficient administration of justice.
Strategic Alignment	Fiscal Excellence F1 – Committing to Strategic, Responsible, and Conservative Financial Learning and Growth L1 – Promoting learning and growth. L2 – Fostering a strong culture of employee engagement.
Financial Considerations	N/A
Citizen Input/Board Review	N/A
Legal Review	N/A
Alternative Options	N/A
Supporting Documents	Presentation to be presented during Council meeting

MINUTES
REGULAR CITY COUNCIL MEETING
RONALD C. BOWMAN CITY COUNCIL CHAMBERS
447 North Main Street
Boerne, TX 78006
JULY 14, 2026 – 6:00 PM

Minutes of the Regular Called City Council Meeting of July 14, 2026.

Staff Present: Zach Barrera, Mike Brinkmann, Sarah Buckelew, Lori Carroll, Nathan Crane, Lissette Jimenez, Abigail Knott, Mick McKamie, Mike Raute, Kristy Stark, Chastity Valdes, and Danny Zincke.

Recognized / Registered Guests: Heather Bateman and Jim Sabonis

1. CALL TO ORDER – 6:00 PM

Mayor Ritchie called the meeting to order at 6:00 p.m.

Mayor Ritchie called on Reverend Ann Marie Quigley-Swanson with the St. Mark Presbyterian Church to provide the Invocation.

Mayor Ritchie led the Pledge of Allegiance to the United States Flag and to the Texas Flag.

2. CONFLICTS OF INTEREST

No conflicts were declared.

3. PUBLIC COMMENTS:

No comments were received.

Mayor Ritchie announced that Consent Agenda item D will not be considered at the request of the applicant.

4. CONSENT AGENDA:

A MOTION WAS MADE BY COUNCIL MEMBER MACALUSO, SECONDED BY COUNCIL MEMBER BUNKER, TO APPROVE THE CONSENT AGENDA ITEMS A, B, AND C AS PRESENTED. THE MOTION CARRIED BY THE FOLLOWING VOTE:

Yeah: 4 - Council Member Bateman, Council Member Mickelsen, Council Member Bunker, and Council Member Macaluso

A. CONSIDER THE MINUTES OF THE REGULAR CALLED CITY COUNCIL MEETING OF JUNE 23, 2026.

THE MINUTES WERE APPROVED.

B. CONSIDER RESOLUTION NO. 2026-R35; A RESOLUTION APPOINTING THOMAS PRICE TO THE KENDALL APPRAISAL DISTRICT BOARD OF DIRECTORS TO FULFILL THE UNEXPIRED TERM VACATED BY JOHN WOOLARD, WITH THE TERM EXPIRING DECEMBER 31, 2027.

THE RESOLUTION WAS APPROVED.

C. CONSIDER RESOLUTION NO. 2026-R36; A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AND MANAGE AN AMENDMENT TO THE INTERLOCAL AGREEMENT BETWEEN THE CITY OF BOERNE, TEXAS AND KENDALL COUNTY, TEXAS FOR CONSTRUCTION AND FUNDING OF DRAINAGE IMPROVEMENTS PROJECTS.

THE RESOLUTION WAS APPROVED.

D. CONSIDER RESOLUTION NO. 2026-R37; A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BOERNE, TEXAS, RESCINDING RESOLUTION NO. 2026-R31 TO CHANGE THE DATE OF THE PUBLIC HEARING ON THE PROPOSED ANNEXATION OF APPROXIMATELY 13.4 ACRES OF LAND LOCATED ALONG THE 31300 BLOCK OF IH-10, BY THE CITY OF BOERNE, TEXAS; SETTING THE DATE, TIME, AND PLACE FOR A PUBLIC HEARING; AUTHORIZING AND DIRECTING THE PUBLICATION OF NOTICE OF SUCH PUBLIC HEARING. (Rescinds the previously scheduled July 28, 2026, public hearing and sets the public hearing for August 25, 2026, at 6:00 p.m. for the proposed annexation.)

NO ACTION TAKEN.

REGULAR AGENDA:**5. PRESENTATIONS, PUBLIC HEARINGS, AND ORDINANCES:****A. PRESENTATION OF THE FINAL PLAN OF FINANCE TO FUND THE 2026 CAPITAL IMPROVEMENT PLAN AND ECONOMICALLY REFUND DEBT.**

Mayor Ritchie stated that agenda items 5A and 6A will be discussed together as they are related.

Mayor Ritchie called on Finance Director Sarah Buckelew, who reviewed the three potential debt issuances, including financing for the new fire station and the refinancing of two existing debt obligations. She noted that the proposed issuances would not result in an increase to the City's tax rate. Director Buckelew also reported that the new fire engine is expected to be delivered in November. Jim Sabonis, Managing Director of Hilltop Securities, provided an overview of the current tax-exempt bond market. Director Buckelew concluded with a review of the next steps in the financing process. Council discussed the proposed refinancing of the existing debt obligations.

6. RESOLUTIONS:**A. CONSIDER RESOLUTION NO. 2026-R38; A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BOERNE, TEXAS, AUTHORIZING AND APPROVING PUBLICATION OF NOTICE OF INTENTION TO ISSUE CERTIFICATES OF OBLIGATION; COMPLYING WITH THE REQUIREMENTS CONTAINED IN SECURITIES AND EXCHANGE COMMISSION RULE 15C2-12; AND PROVIDING AN EFFECTIVE DATE.**

A MOTION WAS MADE BY COUNCIL MEMBER MACALUSO, SECONDED BY COUNCIL MEMBER BATEMAN, TO APPROVE RESOLUTION NO. 2026-R38; A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BOERNE, TEXAS, AUTHORIZING AND APPROVING PUBLICATION OF NOTICE OF INTENTION TO ISSUE CERTIFICATES OF OBLIGATION; COMPLYING WITH THE REQUIREMENTS CONTAINED IN SECURITIES AND EXCHANGE COMMISSION RULE 15C2-12; AND PROVIDING AN EFFECTIVE DATE. THE MOTION CARRIED BY THE FOLLOWING VOTE:

Yeah: 4 - Council Member Bateman, Council Member Mickelsen, Council Member Bunker, and Council Member Macaluso

B. CONSIDER RESOLUTION NO. 2026-R39; A RESOLUTION OF THE CITY OF BOERNE, TEXAS, AUTHORIZING THE CITY MANAGER TO ENTER INTO AND MANAGE A CONTRACT BETWEEN THE CITY OF BOERNE AND INTERMOUNTAIN SLURRY SEAL, INC. FOR THE 2026 STREET PRESERVATION (SLURRY SEAL) PROJECT FOR AN AMOUNT NOT TO EXCEED \$196,994.

Mayor Ritchie called on Abigail Knott, City Engineer. Engineer Knott reviewed the City's 10-year Street Maintenance Program, which was established in 2022. She provided an overview of the slurry seal process and explained its benefits in preserving pavement and extending the life of roadways. Engineer Knott displayed a map identifying the streets proposed to receive slurry seal treatment and noted that the City utilized the TIPS Cooperative Purchasing Program to obtain competitive bids for the project. Council discussed the proposed 5% construction contingency, previous street maintenance projects, and the effectiveness of slurry seal in improving pavement condition and extending pavement life.

A MOTION WAS MADE BY COUNCIL MEMBER BUNKER, SECONDED BY COUNCIL MEMBER MICKELSEN, TO APPROVE RESOLUTION NO. 2026-R39; A RESOLUTION OF THE CITY OF BOERNE, TEXAS, AUTHORIZING THE CITY MANAGER TO ENTER INTO AND MANAGE A CONTRACT BETWEEN THE CITY OF BOERNE AND INTERMOUNTAIN SLURRY SEAL, INC. FOR THE 2026 STREET PRESERVATION (SLURRY SEAL) PROJECT FOR AN AMOUNT NOT TO EXCEED \$196,994. THE MOTION CARRIED BY THE FOLLOWING VOTE:

Yeah: 4 - Council Member Bateman, Council Member Mickelsen, Council Member Bunker, and Council Member Macaluso

C. CONSIDER RESOLUTION NO. 2026-R40; A RESOLUTION OF THE CITY OF BOERNE AUTHORIZING THE APPLICATION FILING TO THE TEXAS WATER DEVELOPMENT BOARD FOR FUNDING UNDER THE WATER SUPPLY AND INFRASTRUCTURE GRANT AND DESIGNATING THE CITY MANAGER AS THE AUTHORIZED REPRESENTATIVE FOR ALL MATTERS RELATED TO THE APPLICATION AND GRANT ADMINISTRATION.

Mayor Ritchie called on Utilities Director Mike Brinkmann. Director Brinkmann stated that staff is requesting approval to submit an application to the Texas Water Development Board Water Supply and Infrastructure Grant Program for up to \$2 million to help fund construction of the City's planned Granular Activated Carbon (GAC) treatment system at the Water Treatment Plant. He explained that shovel-ready projects receive greater consideration for funding. If awarded, the grant would help offset construction costs as well as professional engineering services associated with the project. Assistant City Manager Kristy Stark added that the City continues to actively pursue grant opportunities to help fund capital improvement projects whenever possible.

A MOTION WAS MADE BY COUNCIL MEMBER MACALUSO, SECONDED BY COUNCIL MEMBER BATEMAN, TO APPROVE RESOLUTION NO. 2026-R40; A RESOLUTION OF THE CITY OF BOERNE AUTHORIZING THE APPLICATION FILING TO THE TEXAS WATER DEVELOPMENT BOARD FOR FUNDING UNDER THE WATER SUPPLY AND INFRASTRUCTURE GRANT AND DESIGNATING THE CITY MANAGER AS THE AUTHORIZED REPRESENTATIVE FOR ALL MATTERS RELATED TO THE APPLICATION AND GRANT ADMINISTRATION. THE MOTION CARRIED BY THE FOLLOWING VOTE:

Yeah: 4 - Council Member Bateman, Council Member Mickelsen, Council Member Bunker, and Council Member Macaluso

7. CITY MANAGER'S REPORT:

A. PRESENTATION AND DISCUSSION REGARDING THE 2026 BOERNE PARKS SURVEY RESULTS.

Mayor Ritchie called on Assistant City Manager Danny Zincke. Assistant City Manager Zincke presented the results of the City's Parks and Recreation Community Survey conducted by OnPointe. He explained that the survey was open to the public, with 74% of respondents identifying themselves as Boerne residents. The survey responses were primarily focused on recreational amenities rather than team sports. Assistant City Manager Zincke reviewed the key findings, including the top eight priorities identified by respondents, and compared the results to a similar survey conducted in 2012. He noted that safety, aquatics, and natural areas remained important priorities. Survey results indicated that 71% of respondents rarely or never visit the City's current pool, while 87% supported replacing or renovating the existing facility. He also provided information regarding the City's planned Volkspark and Waterworks parks. Additionally, he noted that approximately 80% of survey participants were not members of the YMCA, and 31% supported expanding the City cemetery. Assistant City Manager Zincke explained that many of the survey results align with the City's existing plans, including development of Volkspark, expansion of trails, improvements to aquatics, and preservation of natural areas. The survey also highlighted community interest in Waterworks design, future phases of Volkspark, and development of a city lake. He noted that funding has not yet been allocated for several of these projects. Council discussion followed regarding preserving trees and water resources, available funding, the importance of listening to residents' priorities, and the observation that approximately 75% of organized field sport participants do not reside within the City of Boerne. Assistant City Manager Zincke also noted that property for Volkspark development was acquired in 2022 and is now entering the development phase.

8. COMMENTS FROM COUNCIL – No discussion or action may take place.

Assistant City Manager Danny Zincke reported that the City's Emergency Operations Center (EOC) had been activated to a Level 3 in preparation for potential flooding. He stated that barricades had been deployed to affected areas and swift water rescue personnel had been activated. He also noted that

Boerne City Lake was at full capacity but had been closed due to weather conditions.

Mayor Ritchie expressed his appreciation to the City's public safety personnel, street crews, and utilities staff for their preparedness and dedication in advance of the anticipated severe weather. He stated that Council is grateful for all of the City of Boerne employees whose hard work continues to make Boerne a great community.

Mayor Ritchie also congratulated the Boerne Little League team on winning the 2026 Texas West State Championship and expressed hope that the team would once again advance to the Little League World Series in Williamsport.

9. ADJOURNMENT

Mayor Ritchie adjourned the City Council meeting at 6:49 p.m.

Approved:

Mayor

Attest:

City Secretary



AGENDA ITEM SUMMARY

Agenda Date	July 28, 2026
Requested Action	PRESENTATION BY CHIEF APPRAISER NELIA MCNEAL, KENDALL APPRAISAL DISTRICT.
Contact Person	Sarah Buckelew, Finance Director
Background Information	A presentation will be made during the council meeting by Nelia McNeal, Chief Appraiser of the Kendall Appraisal District. The presentation will cover the Appraisal District's budget for the next fiscal year, as well as updates on operations.
Strategic Alignment	C3- Collaborating with community partners to enhance quality of life.
Financial Considerations	The Appraisal District provides appraisal as well as levy collection services for the City of Boerne. Overall, the appraisal district is proposing an increase in their budget of \$4,565 (1.90%) over last year. The City's allocation of the FY 2027 Appraisal District proposed budget is \$187,252 for appraisal services, and \$57,623 for collections services, for a total of \$244,875. This represents an increase of \$4,565 over last year's allocation. There are 16 taxing entities that share an allocation of the appraisal budget, of which Boerne's allocation percentage for appraisal services is 8.55%. The City's allocation is based on total Levy in dollars, and the City's allocation has remained the same from last year. There are 8 taxing entities that share an allocation of the collections budget, which is billed based on a cost per parcel billed. The proposed cost is \$6.28 per parcel, which is a \$0.51 increase per parcel over last year.
Citizen Input/Board Review	N/A

Legal Review	N/A
Alternative Options	None, Kendall County is the only provider of these services.
Supporting Documents	



AGENDA ITEM SUMMARY

Agenda Date	July 28, 2026
Requested Action	APPROVE RESOLUTION NO. 2026-R41; A RESOLUTION AUTHORIZING THE CITY MANAGER TO APPROVE THE KENDALL APPRAISAL DISTRICT'S PROPOSED FISCAL YEAR 2027 APPRAISAL AND COLLECTIONS BUDGETS.
Contact Person	Sarah Buckelew, Finance Director
Background Information	A presentation will be made during the council meeting by Nelia McNeal, Chief Appraiser of the Kendall Appraisal District. The presentation will cover the Appraisal District's budget for the next fiscal year, as well as updates on operations. The Appraisal District provides appraisal as well as levy collection services for the City of Boerne. Attached is the FY 2027 proposed appraisal and collections budgets. Overall, the appraisal district is proposing an increase in their budget of \$4,565 (1.90%) over last year. The City's allocation of the FY 2027 Appraisal District proposed budget is \$187,252 for appraisal services, and \$57,623 for collections services, for a total of \$244,875. This represents an increase of \$4,565 over last year's allocation. There are 16 taxing entities that share an allocation of the appraisal budget, of which Boerne's allocation percentage for appraisal services is 8.55%. The City's allocation is based on total Levy in dollars, and the City's allocation has remained the same from last year. There are 8 taxing entities that share an allocation of the collections budget, which is billed based on a cost per parcel billed. The proposed cost is \$6.28 per parcel, which is a \$0.51 increase per parcel over last year.
Strategic Alignment	C3- Collaborating with community partners to enhance quality of life.
Financial Considerations	The proposed cost to the City for services provided by Kendall Appraisal District for FY 2027 is \$244,875.

Citizen Input/Board Review	N/A
Legal Review	N/A
Alternative Options	None, Kendall County is the only provider of these services.
Supporting Documents	Resolution No. 2026-R41 Kendall Appraisal District Budget for 2027

RESOLUTION NO. 2026-R41

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO
APPROVE THE KENDALL APPRAISAL DISTRICT'S
PROPOSED FISCAL YEAR 2027 APPRAISAL AND
COLLECTIONS BUDGETS**

WHEREAS, the City of Boerne finds it necessary to approve the Kendall Appraisal District's proposed Fiscal Year 2027 Appraisal and Collections Budgets;

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

that the City Council hereby authorizes the City Manager to approve the Kendall Appraisal District's proposed Fiscal Year 2027 Appraisal and Collections Budgets.

PASSED, APPROVED and ADOPTED on this the ___ day of _____, 2026.

APPROVED:

Mayor

ATTEST:

City Secretary

KENDALL APPRAISAL DISTRICT PROPOSED 2027 BUDGET WITH LINE ITEM WORKSHEETS

Budget-Financial Committee First Review	4/7/2026
Budget-Financial Committee Second Review	
Submitted To Board of Directors	5/13/2026
Public Hearing	6/8/2026
Amended Budget	6/11/2026
Amended Budget/Corrections	7/14/2026
Budget Approved by Board of Directors	
Submitted To Taxing Units	

KENDALL APPRAISAL DISTRICT

2027 PROPOSED BUDGET

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KENDALL APPRAISAL DISTRICT
2026 Approved Budget

Expense Category/Line Item	2026
	Budgets
ADVERTISING	\$ 5,900
APPRAISAL REVIEW BOARD	26,700
BOARD OF DIRECTORS' MTG/CHIEF APPRAISER	1,640
BONDS AND INSURANCE	10,237
BUILDING ADDITION/PROFESSIONAL FEES	45,000
CAPITAL/LEASE PAYMENTS-PRINCIPAL & INTEREST*	-
CAPITAL OUTLAY	5,000
COMPENSATION PROVISION	65,000
COMPUTER	289,730
DATA AQUISITION	9,500
HEALTH INSURANCE	224,622
MEDICARE TAXES	16,144
POSTAGE	111,411
PRINTING, IMAGING AND RECORDS MANAGEMENT	46,015
PROFESSIONAL FEES	237,535
REPAIRS AND MAINTENANCE-BUILDING	31,550
REPAIRS AND MAINTENANCE-EQUIPMENT	5,000
RETIREMENT	133,602
SALARIES	1,113,346
SOCIAL SECURITY	69,027
STATE UNEMPLOYMENT TAXES	557
SUBSCRIPTIONS	150
SUPPLIES	25,770
TELEPHONES	9,195
TRAINING EXPENSE	38,900
TRAVEL/VEHICLE EXPENSE	47,429
UTILITIES	13,350
WORKER'S COMPENSATION	14,250
TOTALS	\$ 2,596,560

2027 PROPOSED BUDGET COMPARISON WITH THE 2025 & 2026 BUDGET

Budgets Presented are for Appraisal and Collections Combined

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Expense Category/Line Item	Worksheet Page Number	2025 Budgets	2026 Budgets	2027 Budgets	\$ Variance 2026-2027	Percent Change 2026-2027
ADVERTISING	7	\$ 5,500	\$ 5,900	\$ 5,900	\$ -	0.0%
APPRAISAL REVIEW BOARD	7	26,700	26,700	26,750	\$ 50	0.2%
BOARD OF DIRECTORS' MTG/CHIEF APPRAISER	7	1,240	1,640	2,140	\$ 500	30.5%
BONDS AND INSURANCE	8	10,162	10,237	14,551	\$ 4,314	42.1%
CAPITAL LEASE PAYMENTS-PRINCIPAL & INTEREST	8		-	-	\$ -	
CAPITAL OUTLAY	8	5,000	5,000	10,000	\$ 5,000	100.0%
COMPENSATION PROVISION*	12	50,000	65,000	65,000	\$ -	0.0%
COMPUTER	9	269,842	289,730	255,000	\$ (34,730)	-12.0%
DATA AQUISITION	10	8,300	9,500	9,500	\$ -	0.0%
HEALTH INSURANCE	6	192,887	224,622	238,780	\$ 14,158	6.3%
MEDICARE TAXES	5	14,610	16,144	17,064	\$ 920	5.7%
POSTAGE	10	82,861	111,411	118,429	\$ 7,018	6.3%
PRINTING AND IMAGING	11	46,015	46,015	46,015	\$ -	0.0%
PROFESSIONAL FEES & CONSULTING	11	224,186	237,535	230,045	\$ (7,490)	-3.2%
REPAIRS AND MAINTENANCE-BUILDING	11	63,120	31,550	76,550	\$ 45,000	142.6%
REPAIRS AND MAINTENANCE-EQUIPMENT	11	5,000	5,000	10,000	\$ 5,000	100.0%
RETIREMENT	5	120,911	133,602	141,223	\$ 7,621	5.7%
SALARIES	4	1,057,590	1,113,346	1,178,375	\$ 65,029	5.8%
SOCIAL SECURITY	5	62,471	69,027	72,965	\$ 3,938	5.7%
STATE UNEMPLOYMENT TAXES	5	479	557	4,943	\$ 4,386	787.4%
SUBSCRIPTIONS/PUBLICATIONS	12	150	150	150	\$ -	0.0%
SUPPLIES	12	25,270	25,770	25,770	\$ -	0.0%
TELEPHONES	12	9,195	9,195	9,195	\$ -	0.0%
TRAINING EXPENSE	13	31,666	38,900	64,792	\$ 25,892	66.6%
TRAVEL/VEHICLE EXPENSE	14	67,479	47,429	47,429	\$ (0)	0.0%
UTILITIES	14	12,000	12,000	13,350	\$ 1,350	11.3%
WORKER'S COMPENSATION	5	14,555	14,250	10,918	\$ (3,332)	-23.4%
TOTALS		\$ 2,407,189	\$ 2,595,210	\$ 2,694,833	\$ 99,623	3.8%

KENDALL APPRAISAL DISTRICT
2027 PROPOSED TOTAL, APPRAISAL AND COLLECTIONS BUDGET

Expense Category/Line Item	PROPOSED 2027 Total	PROPOSED 2027 Appraisal	PROPOSED 2027 Collections
ADVERTISING	\$ 5,900	\$ 5,485	\$ 415
APPRAISAL REVIEW BOARD	26,750	26,750	-
BOARD OF DIRECTORS' MTG/CHIEF APPRAISER	2,140	1,826	314
BONDS AND INSURANCE	14,551	9,822	4,729
BUILDING ADDITION-PROFESSIONAL FEES & CONSULTING	-	-	-
CAPITAL/LEASE PAYMENTS-PRINCIPAL & INTEREST*	-	-	-
CAPITAL OUTLAY	10,000	8,000	2,000
COMPENSATION PROVISION	65,000	61,750	3,250
COMPUTER	255,000	197,233	57,767
DATA AQUISITION	9,500	9,320	180
HEALTH INSURANCE	238,780	200,575	38,205
MEDICARE TAXES	17,064	13,816	3,248
POSTAGE	118,429	75,554	42,875
PRINTING, IMAGING AND RECORDS MANAGEMENT	46,015	25,612	20,403
PROFESSIONAL FEES	230,045	206,988	23,057
REPAIRS AND MAINTENANCE-BUILDING	76,550	61,240	15,310
REPAIRS AND MAINTENANCE-EQUIPMENT	10,000	7,000	3,000
RETIREMENT	141,223	114,340	26,882
SALARIES	1,178,375	954,355	224,019
SOCIAL SECURITY	72,965	59,076	13,889
STATE UNEMPLOYMENT TAXES	4,943	4,002	941
SUBSCRIPTIONS	150	120	30
SUPPLIES	25,770	23,180	2,590
TELEPHONES	9,195	8,000	1,195
TRAINING EXPENSE	64,792	51,834	12,958
TRAVEL/VEHICLE EXPENSE	47,429	42,686	4,743
UTILITIES	13,350	12,015	1,335
WORKER'S COMPENSATION	10,918	9,134	1,785
TOTALS	\$ 2,694,833	\$ 2,189,712	\$ 505,121

2027
WAGE COMPENSATION ADJUSTMENTS

						2027 Adjustments								
Appr %	Coll %	Employee Name	Year Hired	Years of Service	Step No.	Salaries As Of 12/31/2026	COLA Adj. 0.010	Base As Of 1/1/2025	Eval. 0.030% Merit	% Adj From 2026 Base Salary	Total Salaries Proposed 2027	Appr	Coll	
85%	15%	Zapata, Nelia	2022	5	-	120,472	1,205	121,677	4,000	0	125,677	106,825	18,852	
100%	0%	Appraiser	VAC		-	70,000	700	70,700	2,100	0	70,000	70,000	0	
15%	85%	Havard, Amber	2023	4	-	57,750	578	58,328	1,733	0	60,060	9,009	51,051	
100%	0%	Villanueva, Joel	2024	3	-	50,000	500	50,500	1,500	0	52,000	52,000	0	
90%	10%	Pfeiffer, Lanell	2020	7	-	86,333	863	87,196	2,590	0	89,786	80,808	8,979	
15%	85%	Klein, Cindy	2006	21	-	63,897	639	64,536	1,917	0	66,453	9,968	56,485	
15%	85%	Rivera, Crystal	2021	6	-	85,566	856	86,422	2,567	0	88,989	13,348	75,640	
85%	15%	Tax Payer Liason	VAC	-	-	-	0	0	0	0	0	0	0	
100%	0%	Nini, Katherine	2023	4	-	58,160	582	58,742	1,745	0	60,486	60,486	0	
90%	10%	Grobe, Renea	2016	11	-	57,400	574	57,974	1,722	0	59,696	53,726	5,970	
85%	15%	Friar, Chrysti	2023	4	-	45,150	452	45,602	1,355	0	46,956	39,913	7,043	
100%	0%	Thompson, Melanie	2024	3	-	53,471	535	54,006	1,604	0	55,610	55,610	0	
100%	0%	Lezama, Garvey	2026	1	-	50,000	500	50,500	1,500	0	52,000	52,000	0	
100%	0%	Reese, Nadine	2023	4	-	45,150	452	45,602	1,355	0	46,956	46,956	0	
100%	0%	Hickman, Julie	2023	4	-	46,000	460	46,460	1,380	0	47,840	47,840	0	
100%	0%	Nunez, Claudia	2023	4	-	49,875	499	50,374	1,496	0	51,870	51,870	0	
100%	0%	Fernandez, Maria	2024	3	-	45,150	452	45,602	1,355	0	46,956	46,956	0	
100%	0%	Koster, Jeff	2025	2		50,000	500	50,500	1,500		52,000	52,000		
100%	0%	Malcum, Jordan	2024	1	-	63,000	630	63,630	1,890	0	65,520	65,520	0	
100%	0%	Reception/Data Entry	VAC			38,000	380	38,380	1,140		39,520	39,520	0	
100%	0%	Tax Clerk	VAC			-	0	0	0		0	0	0	
TOTALS				87	-	1,135,374	11,354	1,146,728	\$ 34,447	0	1,178,375	954,355	224,019	

4 NEW POSITIONS \$ 108,000

RETIREMENT, SOCIAL SECURITY, MEDICARE, UNEMPLOYMENT INSURANCE AND WORKERS' COMPENSATION INSURANCE

2027

Retirement, Social Security, Medicare, Unemployment Insurance and Workers' Compensation Insurance															
Appr %	Coll %	Employee Name	Total Salaries Proposed 2027	Retirement			Social Security			Medicare			Total SSI and/or Medicare		
				Rate 12.00%	Appr	Coll	SSI 6.20%	Appr	Coll	Rate 1.45%	Appr	Coll	Total	Appr	Coll
85%	15%	Zapata, Nelia	125,677	15,081	12,819	2,262	7,792	6,623	1,169	1,822	1,549	273	10,039	8,172	1,442
100%	0%	Appraiser	70,000	8,400	8,400	-	4,340	4,340	-	1,015	1,015	-	5,355	5,355	-
15%	85%	Havard, Amber	60,060	7,207	1,081	6,126	3,724	559	3,165	871	131	740	4,595	689	3,905
100%	0%	Villanueva, Joel	52,000	6,240	6,240	-	3,224	3,224	-	754	754	-	3,978	3,978	-
90%	10%	Pfeiffer, Lanell	89,786	10,774	9,697	1,077	5,567	5,010	557	1,302	1,172	130	6,869	6,182	687
15%	85%	Klein, Cindy	66,453	7,974	1,196	6,778	4,120	618	3,502	964	145	819	5,084	763	4,321
15%	85%	Rivera, Crystal	88,989	10,679	1,602	9,077	5,517	828	4,690	1,290	194	1,097	6,808	1,021	5,786
85%	15%	Tax Payer Liason	-	-	-	-	-	-	-	-	-	-	-	-	-
100%	0%	Nini, Katherine	60,486	7,258	7,258	-	3,750	3,750	-	877	877	-	4,627	4,627	-
90%	10%	Grobe, Renea	59,696	7,164	6,447	716	3,701	3,331	370	866	779	87	4,567	4,110	523
85%	15%	Friar, Chrysti	46,956	5,635	4,790	845	2,911	2,475	437	681	579	102	3,592	3,053	102
100%	0%	Thompson, Melanie	55,610	6,673	6,673	-	3,448	3,448	-	806	806	-	4,254	4,254	-
100%	0%	Lezama, Garvey	52,000	6,240	6,240	-	3,224	3,224	-	754	754	-	3,978	3,978	-
100%	0%	Reese, Nadine	46,956	5,635	5,635	-	2,911	2,911	-	681	681	-	3,592	3,592	-
100%	0%	Hickman, Julie	47,840	5,741	5,741	-	2,966	2,966	-	694	694	-	3,660	3,660	-
100%	0%	Nunez, Claudia	51,870	6,224	6,224	-	3,216	3,216	-	752	752	-	3,968	3,968	-
100%	0%	Fernandez, Maria	46,956	5,635	5,635	-	2,911	2,911	-	681	681	-	3,592	3,592	-
100%	0%	Koster, Jeff	52,000	6,240	6,240	-	3,224	3,224	-	754	754	-	3,978	3,978	-
100%	0%	Malcum, Jordan	65,520	7,862	7,862	-	4,062	4,062	-	950	950	-	5,012	5,012	-
100%	0%	Reception/Data Entry	38000	4,560	4,560	-	2,356	2,356	-	551	551	-	2,907	2,907	-
100%	0%	Tax Clerk	0	-	-	-	-	-	-	-	-	-	-	-	-
TOTALS			\$ 1,178,375	141,223	114,340	26,882	\$ 72,965	\$ 59,076	\$ 13,889	\$ 17,064	\$ 13,816	\$ 3,248	\$ 90,454	\$ 72,892	\$ 16,767

Total salaries applicable to SSI: \$ 1,178,375

Texas Workforce Commission and Workers' Compensation															
Appr %	Coll %	Employee Name	Total Salaries Proposed 2026	State Unemployment Ins.			Workers' Compensation Insurance						Total		
				Rate 0.0042%	Appr	Coll	Rate 0.87	Appr	Coll	Rate 0.41	Appr	Coll	Total	Appr	Coll
85%	15%	Zapata, Nelia	125,677	528	449	79	1,093	929	164	515	438	77	1,609	1,367	241
100%	0%	Appraiser	70,000	294	294	-	609	609	-	287	287	-	896	896	-
15%	85%	Havard, Amber	60,060	252	38	214	-	-	-	246	-	246	246	-	246
100%	0%	Villanueva, Joel	52,000	218	218	-	452	452	-	213	213	-	666	666	-
90%	10%	Pfeiffer, Lanell	89,786	377	339	38	781	703	78	368	331	37	1,149	1,034	115
15%	85%	Klein, Cindy	66,453	279	42	237	578	87	491	272	-	272	851	87	764
15%	85%	Rivera, Crystal	88,989	374	56	318	-	-	-	365	-	365	365	-	365
85%	15%	Tax Payer Liason	-	-	-	-	-	-	-	-	-	-	-	-	-
100%	0%	Nini, Katherine	60,486	254	254	-	-	-	-	248	248	-	248	248	-
90%	10%	Grobe, Renea	59,696	251	226	25	-	-	-	245	220	24	245	220	24
85%	15%	Friar, Chrysti	46,956	197	168	30	-	-	-	193	164	29	193	164	29
100%	0%	Thompson, Melanie	55,610	234	234	-	484	484	-	228	228	-	712	712	-
100%	0%	Lezama, Garvey	52,000	218	218	-	452	452	-	213	213	-	666	666	-
100%	0%	Reese, Nadine	46,956	197	197	-	-	-	-	193	193	-	193	193	-
100%	0%	Hickman, Julie	47,840	201	201	-	-	-	-	196	196	-	196	196	-
100%	0%	Nunez, Claudia	51,870	218	218	-	451	451	-	213	213	-	664	664	-
100%	0%	Fernandez, Maria	46,956	197	197	-	409	409	-	193	193	-	601	601	-
100%	0%	Malcum, Jordan	65,520	275	275	-	-	-	-	269	269	-	269	269	-
100%	0%	Koster, Jeff	52,000	218	218	-	452	452	-	213	213	-	666	666	-
100%	0%	Reception/Data Entry	38,000	160	160	-	331	331	-	156	156	-	486	486	-
100%	0%	Tax Clerk	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTALS			\$ 1,178,375	\$ 4,943	\$ 4,002	\$ 941	\$ 6,093	\$ 5,360	\$ 734	\$ 4,825	\$ 3,774	\$ 1,051	\$ 10,918	\$ 9,134	\$ 1,785

HEALTH, DENTAL, LIFE, VISION INSURANCE

Health Insurance										
Appr %	Coll %	Employee Name	Total Salaries Proposed 2026	Health	Dental Vision		Life	Total Health	Appr	Coll
85%	15%	Zapata, Nelia	125,677	11,500	224	-	215	11,939	10,148	1,791
100%	0%	Appraiser	70,000	11,500	224	-	215	11,939	11,939	-
15%	85%	Havard, Amber	60,060	11,500	224	-	215	11,939	1,791	10,148
100%	0%	Villanueva, Joel	52,000	11,500	224	-	215	11,939	11,939	-
90%	10%	Pfeiffer, Lanell	89,786	11,500	224	-	215	11,939	10,745	1,194
15%	85%	Klein, Cindy	66,453	11,500	224	-	215	11,939	1,791	10,148
15%	85%	Rivera, Crystal	88,989	11,500	224	-	215	11,939	1,791	10,148
85%	15%	Tax Payer Liason	-	11,500	224	-	215	11,939	10,148	1,791
100%	0%	Nini, Katherine	60,486	11,500	224	-	215	11,939	11,939	-
90%	10%	Grobe, Renea	59,696	11,500	224	-	215	11,939	10,745	1,194
85%	15%	Friar, Chrysti	46,956	11,500	224	-	215	11,939	10,148	1,791
100%	0%	Thompson, Melanie	55,610	11,500	224	-	215	11,939	11,939	-
100%	0%	Lezama, Garvey	52,000	11,500	224	-	215	11,939	11,939	-
100%	0%	Reese, Nadine	46,956	11,500	224	-	215	11,939	11,939	-
100%	0%	Hickman, Julie	47,840	11,500	224	-	215	11,939	11,939	-
100%	0%	Nunez, Claudia	51,870	11,500	224	-	215	11,939	11,939	-
100%	0%	Fernandez, Maria	46,956	11,500	224	-	215	11,939	11,939	-
100%	0%	Koster, Jeff	52,000	11,500	224		215	11,939	11,939	
100%	0%	Malcum, Jordan	65,520	11,500	224	-	215	11,939	11,939	-
100%		Reception/Data Entry	38,000	11,500	224		215	11,939	11,939	
TOTALS			\$ 1,178,375	\$ 230,000	\$ 4,480	\$ -	\$ 4,300	\$ 238,780	\$ 200,575	\$ 38,205

Advertising								
	2025	2026	2027	% Appraisal	% Collections	Comment/Explanation	Appraisal	Collections
Public Serv/Required Pub. (2)	\$ 740	\$ 800	\$ 1,200	90%	10%	Available Exemptions and Protest/Appeal Process	1,080	120
Bud, Re-appr Plan/ Dep. (2)	960	1,200	1,200	90%	10%	Budget, Re-appraisal Plan or Depository	1,080	120
Other	300	3,500	3,500	95%	5%	Vacated positions or service/equipment requests	3,325	175
TOTAL	\$ 2,000	\$ 5,500	\$ 5,900				\$ 5,485	\$ 415
Adjustment Factor								
100%			\$ 5,900				\$ 5,485	\$ 415

APPRAISAL REVIEW BOARD								
	2025	2026	2027	% Appraisal	% Collections			
Travel	\$ 1,000	\$ -	\$ 500	100%	0%	MILEAGE		
Meals Provided at Meetings	50	200	250	100%	0%			
Registrations	225	225	500	100%	0%			
Lodging/Meals	-	-	500	100%	0%	PER DIEM/REIMBURSEMENT		
Service	12,000	25,000	25,000	100%	0%	ARB/PER DAY PAY		
Copies-procedures/orders	-	-	-	100%	0%			
TOTAL	\$ 13,275	\$ 25,425	\$ 26,750					
Adjustment Factor								
100%			\$ 26,750					

BOARD OF DIRECTORS/CHIEF APPRAISER EXPENSE

BOARD OF DIRECTORS								
	2025	2026	2027	% Appraisal	% Collections	Comment/Explanation	Appraisal	Collections
Seminars	\$ 500	\$ 500	\$ 1,000	90%	10%		\$ 900	\$ 100
Bd Mtgs-Meals/Refreshments	140	140	140	90%	10%		\$ 126	14
Sub-Total	\$ 640	\$ 640	\$ 1,140				\$ 1,026	\$ 114
CHIEF APPRAISER								
	2025	2026	2027	% Appraisal	% Collections	Comment/Explanation	Appraisal	Collections
Meals/Public Relations	\$ 400	\$ 400	1,000	80%	20%		\$ 800	\$ 200
Sub-Total	\$ 400	\$ 400	1,000				\$ 800	\$ 200
TOTAL	\$ 1,040	\$ 1,040	\$ 2,140				\$ 1,826	\$ 314
Adjustment Factor								
100%			\$ 2,140				\$ 1,826	\$ 314

BONDS AND INSURANCE

	2025	2026	2027	% Appraisal	% Collections	Comment/Explanation	Appraisal	Collections
Bonds	\$ 3,047	\$ 3,047	\$ 2,621	0%	100%	Bonds required by taxing units	\$ -	\$ 2,621
COBRA	-	-	-	85%	15%		-	-
TASB Membership	-	-	-	80%	20%		-	-
General Liability	325	325	616	80%	20%		493	123
Deductible General Liability	-	-	-	80%	20%		-	-
Professional Liability	675	675	1,372	80%	20%		1,098	274
Professional Liability Deductible	-	-	-	80%	20%		-	-
Crime Ins-Public Emp dishonesty	375	375	359	80%	20%		287	72
Deductible Crime Insurance	-	-	-	80%	20%	Internal, secondary to bonding	-	-
Building/Contents	1,380	1,380	1,380	80%	20%		1,104	276
Deductible-Building and Contents	-	-	-					
Real and Personal	-	-	2,926	80%	20%	Building and Contents	2,341	585
Boilers and Machinery	-	-	-	80%	20%	Not applicable		
Vehicle Insurance	-	-	-	90%	10%	Four vehicles		
Liability	800	800	1,340	90%	10%		1,206	134
Physical Damage	1,060	1,060	1,437	90%	10%		1,293	144
Reserve for Deductible	2,500	2,500	2,500	80%	20%	For all policies	2,000	500
Deductible-Vehicle Insurance	-	-	-	90%	10%		-	-
TOTAL	\$ 10,162	\$ 10,162	\$ 14,551				\$ 9,822	\$ 4,729

Adjustment Factor

100% \$ 14,551 \$ 9,822 \$ 4,729

CAPITAL/LEASE PAYMENTS

PRINCIPAL	2025	2026	2027	% Appraisal	% Collections	Comment/Explanation	Appraisal	Collection
Appraisal and Collection Software	\$ -	\$ -	\$ -	65%	35%		\$ -	\$ -
Vehicles*	-	-	-	90%	10%		-	-
Sub-Total	-	\$ -	\$ -				\$ -	\$ -

INTEREST	2025	2026	2027	% Appraisal	% Collections	Comment/Explanation	Appraisal	Collection
Appraisal and Collection Software		\$ -	\$ -	65%	35%		\$ -	\$ -
Vehicles	-	-	-	90%	10%		-	-
Sub-Total	\$ -	-	\$ -				\$ -	\$ -
TOTAL	\$ -	-	\$ -				\$ -	\$ -

Adjustment Factor

100% \$ - \$ - \$ -

CAPITAL OUTLAY

	2025	2026	2027	% Appraisal	% Collections	Comment/Explanation	Appraisal	Collection
Office Furniture/Yard improvements	\$ 2,500	\$ 2,500	\$ 10,000	80%	20%	Desks and chairs	\$ 8,000	\$ 2,000
TOTAL	\$ 2,500	\$ 2,500	\$ 10,000				\$ 8,000	\$ 2,000

Adjustment Factor

100% \$ 10,000 \$ 8,000 \$ 2,000

COMPUTER

Computer Hardware/Software/Equipment

	2025	2026	2027	% Appraisal	% Collections	Comment/Explanation	Appraisal	Collection
Anti-Virus Protection	\$ 500	\$ 1,575	\$ 1,457	95%	5%	(BIS) Trend Micro	\$ 1,384	\$ 73
ADA Compliance		\$ 1,560	\$ 1,623	100%		BIS	\$ 1,623	
Deed Records Retrieval	-	-	-	100%	0%		-	-
IT Support and Maintenance	7,025	11,680	36,666	65%	35%	BIS/IT Main workstations 27/comp lease 21	23,833	12,833
IT Server-Main	-	7,800	7,416	65%	35%	BIS	4,820	2,596
Warranties	860	860	-	65%	35%	BIS	-	-
System Server Upgrades/Replacement/Bkup	-	-	7,725	65%	35%	BIS	5,021	2,704
CPU/Laptop/Maintenance/Replacement	-	-	1,134	89%	11%	Hardware lease laptop yrly service 2 laptops	1,009	125
Security Repairs and Maintenance	-	-	1,600	94%	6%	Maint of security system/GVTC	1,504	96
Scanner	2,000	2,000	-	0%	100%		-	-
Time Clock Maintenance	160	516	-	90%	10%	Annual maintenace and support.	-	-
Quick Books Payroll Software	700	3,240	4,250	90%	10%	Annual update (payroll/desktop)	3,825	425
Sub-Total	\$ 11,245	\$ 29,231	\$ 61,871				\$ 43,020	\$ 18,851
Office Equipment Leases								
COMPUTER STATION & SERVER LEASE	36,300	59,905	22,258	90%	10%	BIS LEASE EQUIP & SERVER	\$ 20,032	\$ 2,226
Copier-Lease	\$ 3,360	\$ 15,060	\$ 16,464	90%	10%	documation leasing	\$ 14,818	\$ 1,646
Copier-Excess copies	100	-	2,200	90%	10%	documation additional cost	1,980	220
Postage meter-lease	9,160	3,500	3,500	90%	10%	quadiant leasing	3,150	350
Sub-Total	\$ 12,620	\$ 78,465	\$ 44,422				\$ 39,980	\$ 4,442

Appraisal & Collection Software Support

\$ -

	2025	2026	2027	% Appraisal	% Collections	Comment/Explanation	Appraisal	Collection
Software Support & Maintenance								
PACS Appraisal	\$ 36,262	\$ 42,936	\$ 46,058	100%	0%	Harris Govern	\$ 46,058	\$ -
PACS Collections	21,376	-	27,340	0%	100%	Harris Govern		27,340
Truth in Taxation Software-Collections	4,016	3,150	5,820	0%	100%	BIS & Harris Govern		5,820
Collections-Vwebsite Collection	-	-	-	0%	100%	True Automation online payments maint.	-	-
Sub-Total	\$ 61,654	\$ 46,086	\$ 79,218				\$ 46,058	\$ 33,160
Mapping and Other								
Pictometry and Supporting Software	\$ 35,000	\$ 35,000	\$ 9,024	100%	0%	Aerial Photo.-Annual Pymt 3 yrs no interest	9,024	-
Pictometry Interface Maintenance				100%	0%		-	-
GIS Quarterly Maintenance	13,440	22,850	20,600	100%	0%	BIS	20,600	-
Internet Property Search Hosting & Admin	2,100	4,150	(4,738)	90%	10%	Access to Internet (BIS) Discount \$4738	(4,264)	(474)
GIS Maps Online	2,800	-	5,269	90%	10%	(BIS) Mapping access to Internet	4,742	527
Website, Email and FTP	5,127	9,345	5,421	90%	10%	(BIS) Maintenance	4,879	542
Online Appeals Software & Maintenance	2,840	5,600	103	100%	0%	BIS-Tax Code 41.415 Discount \$5,768	103	-
Online Appeals Training	-	-	-	100%	0%	BIS - Agent Portal	-	-
Online Appeals Software	-	-	-	100%	0%		-	-
Online Electronic Tax Statements Setup	-	-	-	0%	100%		-	-
Online Electronic Tax Statements Training	-	-	-	0%	100%		-	-
Matix User License & Annual Fees	6,250	-	5,142	90%	10%	(TA) Internal access to mapping 14@\$100	4,628	514
GIS Appraiser Maintenance	-	-	-	100%	0%	(TA) One maintenance only	-	-
Signature Pad Devices	1,624	-	2,043	90%	10%	(TA) 5-Support digital signature pads @\$224	1,839	204
Digital Signature Pad/Licenses	-	-	-	100%	0%		-	-
Taxpayer Communication	-	-	10,300	100%	0%	BIS/Harris Govern MA	10,300	-
Workstation Backup	2,520	-	7,725	100%	0%	BIS	7,725	-
Hardware/Software upgrades	-	-	8,600	100%	0%	Microsoft 365/Router Maintenance/AdobeAcro	8,600	-
Sub-Total	\$ 71,701	\$ 76,945	\$ 69,489				68,175	1,314
TOTAL	\$ 157,220	\$ 230,727	\$ 255,000				\$ 197,233	\$ 57,767

Adjustment Factor

100%

\$ 255,000

DATA ACQUISITION								
	2025	2026	2027	% Appraisal	% Collections	Comment/Explanation	Appraisal	Collection
Vehicle, Mobile Home & Aircraft Listings	\$ 500	\$ 500	\$ 500	100%	0%	Valuation guides	500	-
Real Estate Appraisal Data	1,200	1,200	1,200	100%	0%	Realty Rates publication	1,200	-
Marshall & Swift Appraisal Guides/ COSTAR	1,500	7,200	7,200	100%	0%	Commercial and residential	7,200	-
Property Tax Code & Property Law	230	600	600	70%	30%		420	180
Subtotal	\$ 3,430	\$ 9,500	\$ 9,500			Subtotal	\$ 9,320	\$ 180
Real Estate Information Services	1,200	-	-	100%	0%	Quarterly Fees	-	-
Subtotal	\$ 1,200	\$ -	\$ -			Subtotal	-	-
TOTAL	\$ 4,630	\$ 9,500	\$ 9,500				\$ 9,320	\$ 180
Adjustment Factor								
100%			\$ 9,500				\$ 9,320	\$ 180

POSTAGE								
	2025	2026	2027	% Appraisal	% Collections	Comment/Explanation	Appraisal	Collection
Appraisal Notices	\$ 5,300	\$ 10,920	\$ 10,920	100%	0%	Estimate mail	\$ 10,920	\$ -
Appraisal Review Board	1,550	45,000	45,000	100%	0%	Hearing Notices, Orders (certified mail)	45,000	-
Personal Property Renditions/Penalties	811	7300	7,300	100%	0%	Regular mail and certified penalty	7,300	-
Sales Letters	206	1650	3,204	100%	0%	Residential/Commercial/Farm&Ranch	3,204	-
Exemptions Applications	170	2920	2,920	100%	0%	2948+/- pieces	2,920	-
Ag Applications	907	952	600	100%	0%	297 +/- pieces/includes certified denial	600	-
Ag Survey	242	254	360	100%	0%	400+/- pieces regular mail	360	-
Tax Statements	10,500	31,200	40,625	0%	100%	45,644 statements	-	40,625
Delinquent Notices	1,489	0	-	0%	100%	sent by attorney	-	-
Office Correspondence	1,500	1,500	1,500	70%	30%		1,050	450
Quadient Mail	3,000	9,715	6,000	70%	30%	Certified mail	4,200	1,800
State Notifications		0	-	70%	30%		-	-
TOTAL	\$ 25,675	\$ 111,411	\$ 118,429				\$ 75,554	\$ 42,875
Adjustment Factor								
100%			\$ 118,429				\$ 75,554	\$ 42,875

COMPENSATION PROVISIONS								
	2025	2026	2027	% Appraisal	% Collections	Comment/Explanation	Appraisal	Collection
Temporary	\$ 24,920	\$ 65,000	\$ 65,000	95%	5%	Temporary employees	\$ 61,750	\$ 3,250
Sick Leave	7,000	-	-	85%	15%	Sick Leave paid at retirement	-	-
Over Time	1,200	-	-	90%	10%	Paid in lieu of comp time	-	-
TOTAL	\$ 33,120	\$ 33,120	\$ 65,000				\$ 61,750	\$ 3,250
Adjustment Factor								
100%			\$ 65,000				\$ 61,750	\$ 3,250

SUBSCRIPTIONS/PUBLICATIONS								
	2025	2026	2027	% Appraisal	% Collections	Comment/Explanation	Appraisal	Collection
Newspapers	\$ 100	\$ 100	\$ 100	80%	20%	Newspapers 1 local	\$ 80	\$ 20
State Purchasing CO-OP	50	50	50	80%	20%	Allows purchases through State	40	10
TOTAL	\$ 150	\$ 150	\$ 150				\$ 120	\$ 30
Adjustment Factor								
100%			\$ 150				\$ 120	\$ 30

SUPPLIES								
	2025	2026	2027	% Appraisal	% Collections	Comment/Explanation	Appraisal	Collection
Computer/Office Machines	\$ 5,500	\$ 15,000	\$ 15,000	90%	10%	Paper, ribbons, toner, tapes	\$ 13,500	\$ 1,500
Uniforms	500	1,000	1,000	90%	10%	Replacement or new uniforms	900	100
Copies of Renditions	200	200	200	100%	0%	600 copies of 7 page forms	200	-
Copies of Ag Applications	950	950	950	100%	0%	1,500 copies of 9 page form	950	-
Copies of Overlap Advisory Notice	-	-	-	100%	0%		-	-
Appraisal Review Board	320	320	320	100%	0%	Envelopes and other supplies	320	-
Accounting	600	1,000	1,000	95%	5%	Paper, checks, envelopes, etc.	950	50
Office	3,755	5,000	5,000	95%	5%	Paper, pens, envelopes, misc.	4,750	250
Small office equip (less than \$500)	2,300	2,300	2,300	70%	30%		1,610	690
Mapping	-	-	-	100%	0%		-	-
Delinquent Tax Notices	252	-	-	0%	100%		-	
TOTAL	\$ 14,377	\$ 25,770	\$ 25,770				\$ 23,180	\$ 2,590
Adjustment Factor								
100%			\$ 25,770				\$ 23,180	\$ 2,590

TELEPHONES								
	2025	2026	2027	% Appraisal	% Collections	Comment/Explanation	Appraisal	Collection
Security Monitoring	\$ 475	\$ 475	\$ 475	80%	20%	GVTC	\$ 380	\$ 95
Internet Access	1,000	1,300	1,300	80%	20%	Inc 2 static IP Addresses w/ GVTC	1,040	260
Internet Access Mobile Devices	1,300	1,300	1,300	100%	0%	Tablets-Internet access in field AT&T	1,300	-
Long Distance	500	500	500	80%	20%	GVTC	400	100
Mobile Phones Allowance	1,200	1,920	1,920	100%	0%	10Aprr @ \$10/mo, 2 @ \$30/mo	1,920	-
Office Phones	3,200	3,200	3,200	80%	20%	GVTC	2,560	640
Telephone Equipment Repairs	500	500	500	80%	20%		400	100
TOTAL	\$ 8,175	\$ 9,195	\$ 9,195				\$ 8,000	\$ 1,195
Adjustment Factor								
100%			\$ 9,195				\$ 8,000	\$ 1,195

TRAINING EXPENSE
Employee Education - Travel/Lodging/Registrations/Dues/Memberships

	2025	2026	2027	% Appraisal	% Collections	Comment/Explanation	Appraisal	Collection
State Mandated								
State Required Certification Courses	\$ 1,000	\$ 1,000	\$ 6,045	80%	20%	7 appraisers	\$ 4,836	\$ 1,209
State Exam Review Courses	300	300	1,700	100%	0%	4 appraiser	1,700	-
USPAP Refresher Course	600	600	600	100%	0%	1 appraiser	600	-
TDLR Appraisal and Collections Lic.	405	750	1,360	60%	40%	9 @ 45 renewal, 3 @100	816	544
Lodging - State Courses	2,400	2,400	13,400	70%	30%		9,380	4,020
Per Diem - State Courses	864	864	10,075	72%	28%		7,254	2,821
Travel - State Courses	-	-	10,100	\$ -				
Sub-Total	\$ 5,569	\$ 5,914	\$ 43,280				\$ 24,586	\$ 8,594

Dues & Memberships - State & Local

	2025	2026	2027	% Appraisal	% Collections	Comment/Explanation	Appraisal	Collection
TAAO Local Chapter	\$ -	\$ -	\$ -	80%	20%		\$ -	\$ -
TAAD Local Chapter	-	-	-	100%	0%		-	-
TAAD	1,500	1,500	1,500	100%	0%		1,500	-
TAAO	300	300	300	40%	60%		120	180
TRCA	-	-	-	80%	20%		-	-
Notary	100	110	110	100%	0%		110	-
Sub-Total	\$ 1,900	\$ 1,910	\$ 1,910				\$ 1,730	\$ 180

Seminars/Conferences

Dues	2025	2026	2027	% Appraisal	% Collections	Comment/Explanation	Appraisal	Collection
TAAD Annual Conference	\$ 1,500	\$ 4,620	\$ 2,500	100%	0%	2 staff	\$ 2,500	\$ -
Texas A&M Rural Land Seminar	600	600	600	100%	0%		600	-
Texas Rural Chief Appr. Conference	1,000	1,000	1,000	100%	0%		1,000	-
PTD Property Tax Institute	350	350	350	100%	0%		350	-
TAAD Legislative	1,550	1,550	1,550	80%	20%		1,240	310
TAAO Annual Conference	800	4,620	2,500	67%	33%	2 staff	1,675	825
GIS Seminars/Training	1,000	1,000	1,000	100%	0%		1,000	-
Lodging/Per Diem							-	-
Local Chapter TAAD/meals	500	500	500	80%	20%		400	100
Lodging	5,700	7,000	7,000	80%	20%		5,600	1,400
Appraisal/Collection	-	-	-	80%	20%		-	-
Per Diem-Conferences	2,400	2,400	2,400	80%	20%		1,920	480
Sub-Total	\$ 15,400	\$ 23,640	\$ 19,400				\$ 16,285	\$ 3,115

Lodging includes all taxes and parking.

Records Management Training

	2025	2026	2027	% Appraisal	% Collections	Comment/Explanation	Appraisal	Collection
Lodging	\$ 130	\$ 130	\$ 130	90%	10%		\$ 117	\$ 13
Per Diem-Meals/Conf.	72	72	72	90%	10%		65	7
Travel	-	-	-	90%	10%		-	-
Sub-Total	\$ 202	\$ 202	\$ 202				\$ 182	\$ 20
TOTAL	\$ 202	\$ 202	202				\$ 42,783	\$ 11,909

Adjustment Factor

100% \$ 64,792 \$ 51,834 \$ 12,958

	2025	2026	2027	% Appraisal	% Collections	Comment/Explanation	Appraisal	Collection
Mileage/Travel Reimbursemer	\$ 18,550	\$ 18,550	\$ 18,500	90%	10%	See Veh Fuel Maint Wrksht below	\$ 16,650	\$ 1,850
Vehicle Maintenance	2,657	4,029	4,029	90%	10%	See Veh Fuel Maint Wrksht below	3,626	403
Fuel, no tax	2,660	4,900	4,900	90%	10%	See Veh Fuel Maint Wrksht below	4,410	490
New Vehicle		40,000	20,000	90%	10%	Budget Less Revenue of Trade/Sale	18,000	2,000
TOTAL	\$ 23,867	\$ 67,479	\$ 47,429				\$ 42,686	\$ 4,743
Adjustment Factor								

100%	\$ 47,429	\$ 42,686	\$ 4,743
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Mileage/Travel Reimbursement					
			Total		
Appraisers			\$ 15,800		
Tax Collector			1,200		
Other Staff			1,500		
			-		
			-		
TOTAL			\$ 18,500		
Vehicle Repair & Maintenance					
	Miles Per Year	Maint Interval Scheduled	Scheduled Maint Rate	Unscheduled Rep & Maint	Total
Vehicle No. 1 (2017)	4,000	3,500	\$50	\$ 600	\$657
Vehicle No. 2 (2008)	4,000	3,500	50	600	657
Vehicle No. 3 (2008)	4,000	3,500	50	600	657
Vehicle No. 4 (2012)	6,000	3,500	50	600	686
Vehicle No. 5 (POTENTIAL)	6,000	3,500	50	600	686
Vehicle No. 6 (POTENTIAL)	6,000	3,500	50	600	686
TOTAL	30,000				\$ 4,029
Fuel					
	Miles	Fuel Cost/Gal	Miles/gal	Total	
Vehicle No. 1	3,500	\$ 3.50	15	\$817	
Vehicle No. 2	3,500	\$ 3.50	15	817	
Vehicle No. 3	3,500	\$ 3.50	15	817	
Vehicle No. 4	3,500	\$ 3.50	15	817	
Vehicle No. 5	3,500	\$ 3.50	15	817	
Vehicle No. 6	3,500	\$ 3.50	15	817	
TOTAL	21,000			\$4,900	

*District fuel purchases are tax exempt, does not include State and Federal taxes.

	2025	2026	2027	% Appraisal	% Collections	Comment/Explanation	Appraisal	Collection
Electricity	\$ 6,150	\$ 7,000	\$ 9,600	90%	10%		\$ 8,640	\$ 960
Water	2,000	2,000	3,250	90%	10%		2,925	325
Garbage Collection	800	800	500	90%	10%		450	50
Total	\$ 8,950	\$ 9,800	\$ 13,350				\$ 12,015	\$ 1,335

100%	\$ 13,350	\$ 12,015	\$ 1,335
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2027

Appraisal Allocations					
Taxing Unit	2025 Levy			% of Levy	Allocation
City of Boerne	17,364,118	185,691,132	91.44857448	8.551426	\$ 187,251.62
City of Fair Oaks	1,775,760	201,279,490	99.1254794	0.874521	\$ 19,149.49
Kendall County	43,353,234	159,702,016	78.64953782	21.35046	\$ 467,513.70
Miralomas MUD	663,801	202,391,450	99.67309356	0.326906	\$ 7,158.31
Blanco ISD	1,905,620	201,149,630	99.06152636	0.938474	\$ 20,549.87
Boerne ISD	116,601,122	86,454,129	42.57665265	57.42335	\$ 1,257,406.11
Comfort ISD	13,249,119	189,806,131	93.47511632	6.524884	\$ 142,876.18
Comal ISD	22,324	203,032,926	99.98900595	0.010994	\$ 240.74
Fred ISD	76,471	202,978,779	99.96233981	0.037660	\$ 824.65
Cow Creek	591,061	202,464,190	99.7089164	0.291084	\$ 6,373.89
KCWCID #1	575,684	202,479,567	99.71648912	0.283511	\$ 6,208.07
KCWCID #2A	4,218,055	198,837,195	97.92270577	2.077294	\$ 45,486.77
Kendall County MUD 1	675,364	202,379,886	99.66739897	0.332601	\$ 7,283.01
KCWCID #3A	1,236,682	201,818,568	99.39096281	0.609037	\$ 13,336.16
KCWCID #4A	207,512	202,847,738	99.89780515	0.102195	\$ 2,237.77
KCWCID #2B	539,324	202,515,926	99.73439544	0.265605	\$ 5,815.98
Levy	203,055,250				
Budget	2,189,712				\$ 2,189,712

2026
Collections Allocation

Entity	Parcels	Allocation
City of Boerne	9,162	57,623
Kendall County	33,883	213,103
Boerne ISD	24,811	156,046
Comfort ISD	6,901	43,403
Cow Creek	Special	22,173
KCWCID #1	1,466	9,220
Kendall County MUD 1	277	1,742
Miralomas MUD	288	1,811

Total Parcels	76,788	505,121
Budget	505,121	
Cost per parcel	6.289368	

Special	Budget-Cow Creek 5% of Levy=Amount to be allocated	
	505,121 22,173	482,948
	Amount to be allocated divided by number of parcels	
	482,948 76,788	6.289368



AGENDA ITEM SUMMARY

Agenda Date	July 28, 2026
Requested Action	PRESENTATION OF UTILITY BUDGET AND UTILITY CAPITAL IMPROVEMENT PLAN.
Contact Person	Sarah Buckelew, Finance Director
Background Information	The purpose of this presentation is a high-level overview of the Utilities Funds Budget and Utilities Capital Improvement Plan for FY 2027.
Strategic Alignment	Fiscal Excellence F1 – Committing to Strategic, Responsible, and Conservative Financial Management B1 – Using data to drive smart decision making
Financial Considerations	N/A
Citizen Input/Board Review	N/A
Legal Review	N/A
Alternative Options	N/A
Supporting Documents	



AGENDA ITEM SUMMARY

Agenda Date	July 28, 2026
Requested Action	APPROVE ON FIRST READING ORDINANCE NO. 2026-04; AN ORDINANCE OF THE CITY OF BOERNE, TX, AMENDING THE UNIFIED DEVELOPMENT CODE, INCLUDING BUT NOT LIMITED TO CHAPTER 1, SECTION 1-12.B. - PLANNING AND ZONING COMMISSION, SECTION 1-12.D. - HISTORIC LANDMARK COMMISSION, SECTION 1-12.E. - DESIGN REVIEW COMMITTEE, CHAPTER 2, SECTION 2-1.H.- APPLICATION SUBMITTAL DATES, SECTION 2-1.L - VARIANCES, SECTION 2-1.M - APPEALS, SECTION 2-10.E. - SIGN VARIANCES, CHAPTER 3, SECTION 3-6.D - NON-RESIDENTIAL USES, SECTION 3-9.B.2. - CREATIVE ALTERNATIVES IN AN OVERLAY DISTRICT OTHER THAN THE HISTORIC DISTRICT, SECTION 3-12.G. - SIGNAGE, SECTION 3-13.D. - DIMENSIONS, SECTION 3-14.H. - SIGNAGE, SECTION 3-16.J - SIGNAGE, SECTION 3-17.G. - SIGNAGE, CHAPTER 9, SECTION 9-5. - SIGN ILLUMINATION, SECTION 9-7.C. - FREE STANDING SIGNS, AND APPENDIX A. DEFINITIONS - DESIGN REVIEW COMMITTEE.
Contact Person	Nathan Crane, Planning Director (830) 248-1521, ncrane@boerne-tx.gov
Background Information	BACKGROUND: The City of Boerne’s Design Review Committee (DRC) was established in 2021, the same year which the Unified Development Code (UDC) was adopted. In alignment with the goals of the UDC, the DRC was established to consider creative alternatives and sign variances. The DRC held its first public hearing on December 9, 2021, and since then has held 22 meetings. During this time, DRC has acted upon two creative alternatives, four sign certificates of approval, and 18 sign variances. Of the variances, six were also required to be heard by the Historic Landmark Commission creating process redundancy. In 2025, the 89th Legislature of Texas met and passed Senate Bill (SB) 1883. This bill removed the option of the Planning and Zoning Commission serving as the Impact Fee Advisory Committee requiring cities to establish a new body to address impact fees.

	As a result, on June 9, 2026, the City of Boerne City Council passed Resolution 2026-R30 which revised the number of terms, residency requirements, appointment requirements, and attendance requirements for city boards and commissions. Among several other changes to city boards and commissions, the resolution authorizes the mayor to appoint the Chairman and Vice Chairman of the Planning and Zoning Commission. The proposed amendment revises the UDC to be consistent with this resolution regarding the Historic Landmark Commission, the Planning and Zoning Commission, and the Design Review Committee. REQUEST: 1. The proposed amendment would dissolve the DRC and reassign its duties to other commissions. Under the amendment, all sign-related review responsibilities would be consolidated under the Historic Landmark Commission (HLC), while responsibilities related to creative alternatives would be transferred to the Planning and Zoning Commission (P&Z). 2. The amendment also grants the mayor the authority to appoint the Vice Chairman of the P&Z in alignment with the recently adopted council resolution. ANALYSIS: • The proposed amendment is consistent with the City Charter, applicable state and federal law, the City's Comprehensive Plan, and other adopted City policies. • The amendment furthers the intent of the Unified Development Code by streamlining review procedures, aligning responsibilities with the expertise of existing boards and commissions, and promoting a more efficient, coordinated, and customer-focused development review process. • The HLC currently reviews and approves Certificates of Appropriateness for exterior alterations, signs, and other improvements within the Historic District. This responsibility closely aligns with the former role of the DRC in reviewing signs and sign variances. Because the HLC routinely evaluates the design, scale, and compatibility of signs within their surrounding context, it is well-positioned to assume these responsibilities.
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	• Reassigning sign approvals and sign variances to HLC will streamline the development review process by consolidating similar design-related decisions under a single board. This approach promotes consistency in decision-making, improves efficiency, and provides applicants with a more predictable and customer-focused review process. • P&Z is well-suited to review creative alternatives because these requests are closely tied to its existing responsibilities for plats and zoning. Since the Commission already implements the City's land use and development policies, reassigning this authority will streamline the development review process, improve consistency, and provide applicants with a more efficient and predictable review. • Amending the UDC to grant this authority to the mayor will align the Code with the goals and objectives established by City Council in Resolution No. 2026-R30, ensuring consistency between Council policy and the UDC. FINDINGS: The proposed amendment meets the following findings: • It is consistent with applicable state law and ensures the Unified Development Code remains compliant with the Texas Local Government Code. • It furthers the intent of the Unified Development Code by streamlining the development review process, aligning responsibilities with the expertise and existing duties of each board and commission, and promoting a more efficient, coordinated, and customer-focused review process. • It meets the criteria for approval as outlined in Section 2-2.C of the UDC. HISTORIC LANDMARK COMMISSION ACTION: The Historic Landmark Commission considered this request at their June 2, 2026, meeting. The Commission voted 5-1 to recommend approval. PLANNING AND ZONING COMMISSION ACTION: The Planning and Zoning Commission considered this request at their July 6, 2026, meeting. The Commission voted 7-0 to recommend approval.
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	RECOMMENDATION: City council should receive the recommendation from the Planning and Zoning Commission, hold a public hearing, and consider on first reading the proposed UDC amendments. MOTIONS FOR CONSIDERATION: The following motions are provided to assist Council’s decision. I move that the City Council receive the recommendation from the Planning and Zoning Commission, accept the findings, and APPROVE on first reading the proposed UDC Amendments. OR I move that the City Council DENY the proposed amendment(s), based on the following findings: (The Council will need to state the reasons for the denial).
Strategic Alignment	This request is consistent with: B3: providing streamlined and efficient processes C1: offering consistent, high quality customer experiences across every point of contact.
Financial Considerations	There are no financial obligations related to this request.
Citizen Input/Board Review	Notice of the Historic Landmark Commission public hearing was published in the Boerne Star on May 17, 2026. No comments were received. Notice of the Planning & Zoning Commission public hearing was published in the Boerne Star on June 21, 2026. No comments were received. Notice of the City Council public hearing was published in the Boerne Star on July 12, 2026. No comments have been received.
Legal Review	N/A

Alternative Options	Upon completion of a public hearing, the Council may: approve; approve in part; amend; deny; or deny in part the request.
Supporting Documents	Ordinance No. 2026-04 Proposed UDC Amendments – DRC - HLC Public Hearing Notice - UDC

ORDINANCE NO. 2026-04

AN ORDINANCE OF THE CITY OF BOERNE, TX, AMENDING THE UNIFIED DEVELOPMENT CODE, INCLUDING BUT NOT LIMITED TO CHAPTER 1, SECTION 1-12.B. - PLANNING AND ZONING COMMISSION, SECTION 1-12.D. - HISTORIC LANDMARK COMMISSION, SECTION 1-12.E. - DESIGN REVIEW COMMITTEE, CHAPTER 2, SECTION 2-1.H.- APPLICATION SUBMITTAL DATES, SECTION 2-1.L - VARIANCES, SECTION 2-1.M - APPEALS, SECTION 2-10.E. - SIGN VARIANCES, CHAPTER 3, SECTION 3-6.D - NON-RESIDENTIAL USES, SECTION 3-9.B.2. - CREATIVE ALTERNATIVES IN AN OVERLAY DISTRICT OTHER THAN THE HISTORIC DISTRICT, SECTION 3-12.G. - SIGNAGE, SECTION 3-13.D. - DIMENSIONS, SECTION 3-14.H. - SIGNAGE, SECTION 3-16.J - SIGNAGE, SECTION 3-17.G. - SIGNAGE, CHAPTER 9, SECTION 9-5. - SIGN ILLUMINATION, SECTION 9-7.C. - FREE STANDING SIGNS, AND APPENDIX A. DEFINITIONS - DESIGN REVIEW COMMITTEE

WHEREAS, the Unified Development Code establishes the regulations governing land use and development within the City of Boerne; and

WHEREAS, the City Council has determined that amendments to the Unified Development Code are necessary to streamline development review procedures, eliminate redundant review processes, clarify administrative procedures, and align responsibilities among the Planning and Zoning Commission and Historic Landmark Commission; and

WHEREAS, Senate Bill 1883, enacted by the 89th Texas Legislature, reforms the process cities use to approve and update development impact fees, and

WHEREAS, the City Council subsequently adopted Resolution No. 2026-R30 revising the organization, appointments, and procedures for City boards and commissions, including the Planning and Zoning Commission and Historic Landmark Commission; and

WHEREAS, the amendments contained herein update the Unified Development Code to implement those changes by dissolving the Design Review Committee, transferring sign-related responsibilities to the Historic Landmark Commission, transferring creative alternative review to the Planning and Zoning Commission, and revising related provisions throughout the Unified Development Code; and

WHEREAS, the City has complied with all applicable requirements of Chapters 211 and 212 of the Texas Local Government Code and all other applicable laws relating to notice, publication, and public hearings for amendments to the Unified Development Code; and

WHEREAS, the Historic Landmark Commission conducted a public hearing on June 2, 2026, and recommended approval of the proposed amendments by a vote of 5-1; and

WHEREAS, the Planning and Zoning Commission conducted a public hearing on July 6, 2026, and recommended approval of the proposed amendments by a vote of 7-0; and

WHEREAS, the City Council conducted a public hearing on _____, 2026, and finds that adoption of these amendments is in the best interest of the public health, safety, and welfare of the citizens of Boerne;

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

Section 1.

The Unified Development Code is hereby amended as set forth in Exhibit A. The amendments revise the following sections: Chapter 1, Section 1-12.B. - Planning and Zoning Commission; Section 1-12.D. - Historic Landmark Commission; Section 1-12.E. - Design Review Committee; Chapter 2, Section 2-1.H. - Application Submittal Dates; Section 2-1.L. - Variances; Section 2-1.M. - Appeals; Section 2-10.E. - Sign Variances; Chapter 3, Section 3-6.D. - Non-Residential Uses; Section 3-9.B.2. - Creative Alternatives in an Overlay District Other Than the Historic District; Section 3-12.G. - Signage; Section 3-13.D. - Dimensions; Section 3-14.H. - Signage; Section 3-16.J. - Signage; Section 3-17.G. - Signage; Chapter 9, Section 9-5. - Sign Illumination; Section 9-7.C. - Free Standing Signs; and Appendix A. - Definitions - Design Review Committee, as set forth herein.

Section 2.

That all other ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent that they are in conflict.

Section 3.

That if any provisions of this ordinance shall be held void or unconstitutional, it is hereby provided that all other parts of the same which are not held void or unconstitutional shall remain in full force and effect.

Section 4.

The fines and penalties set forth in the Unified Development Code are hereby adopted and approved by City Council and the City Secretary shall provide for publication related to this Ordinance to the extent required by law.

Section 5.

This ordinance will take effect upon the second and final reading of same.

PASSED AND APPROVED on this the first reading the ____ day of _____, 2026.

PASSED, APPROVED AND ADOPTED on this the second reading the ____ day of _____, 2026.

APPROVED:

ATTEST:

Mayor

City Secretary

APPROVED AS TO FORM:

City Attorney

CHAPTER 1

Sec. 1-12. Decision agents and rules governing decision-making.

B. Planning and zoning commission

2. *Powers and duties of the commission.*

- b. In addition, in order to effectuate and carry out the purposes of this ordinance, the planning and zoning commission is also vested with the following powers and/or duties:

viii. Approval of creative alternatives.

3. Rules and procedures of the commission.

a. Officers.

i. Selection of officers.

- b. The chair and vice-chair shall be designated by the mayor city council.
- c. ~~The vice-chair and t~~The secretary shall be elected by the commission members and begin serving during the commission's regular meeting in June of each year, and they shall serve until the next election of officers.

D. *Historic landmark commission.*

- 2. *Powers and duties of the commission.* The historic landmark commission recommends the designation of historic districts and landmarks, recommends the granting of tax exemptions to historically significant sites in need of tax relief, considers demolition permits, approves the issuance of building permits and certificates of appropriateness for work involving landmarks and structures in historic districts, considers all variance requests and all certificates of approval for signage in the city or ETJ, and works in general to preserve the city's historic heritage.

E. ~~Design review committee.~~

~~1. Establishment of the design review committee.~~

- ~~a. There is hereby established a committee to be known as the "Design Review Committee" of the City of Boerne, Texas. Hereinafter this committee may be referred to as the "DRC."~~

~~b. Membership.~~

- ~~i. The design review committee shall consist of five (5) members, whom the mayor shall appoint with the consent and approval of the city council.~~
- ~~ii. To the extent possible, members of the design review committee shall have a background in architecture, landscape architecture, engineering, construction, land development, ecology and/or similar professions.~~
- ~~iii. Members shall be residents of the City of Boerne or its extraterritorial jurisdiction.~~
- ~~iv. To the extent possible, at least one (1) member shall also serve or have previously served on the planning and zoning commission, the historic landmark commission or city council.~~
- ~~v. Committee members are subject to the City of Boerne's ethics ordinance.~~

~~c. Term of office.~~

- ~~i. The term of office of committee members shall be four (4) years. Except as described for the initial terms below.~~

- ii. ~~Each term shall begin on June 1 following the appointment and expire May 31.~~
- iii. ~~Each of the five (5) positions on the DRC shall be assigned a numbered place.~~
- iv. ~~Upon adoption of this Code, places one, two and three, shall run through May 31, 2025. Places four and five shall run through May 31, 2024.~~
- v. ~~After these initial terms expire, all terms shall be for four (4) years.~~
- vi. ~~Eligible members must reside within the city limits or within the extraterritorial jurisdiction of the City of Boerne.~~
- vii. ~~Members are subject to the City of Boerne's ethics ordinance.~~
- d. ~~*Vacancies.* Vacancies in the committee membership shall be filled for the unexpired term of the vacancy in the same manner as the appointment was made.~~
- e. ~~*Removal.*~~
 - i. ~~Members missing three (3) or more consecutive meetings or attending less than seventy-five (75) percent of the posted meetings on a twelve (12) month rolling average, are subject to removal by the city council.~~
 - ii. ~~Any member may be removed by the mayor with consent of city council or by city council for cause after a public hearing before the city council and with reasonable notice of the charges.~~
- f. ~~*Compensation.* The members of the design review committee shall serve without compensation.~~
- 2. ~~*Role and responsibilities.*~~
 - a. ~~The design review committee:~~
 - i. ~~Administers the design review process for properties within the overlay districts of the city.~~
 - ii. ~~**Issues certificate of approval if required for creative alternatives in the city limits.**~~
 - iii. ~~Comments upon and provides recommendations on actions proposed to other city boards, committees, and commissions for any plat or permit for a property located at least partially within any of the overlay districts of the city.~~
 - iv. ~~**Considers all variance requests for signage in the city or ETJ.**~~
 - b. ~~The design review committee does not review or provide approval for historic landmarks or for properties or signage in the historic district.~~
- 3. ~~*Rules and procedures.*~~
 - a. ~~*Rules.*~~
 - i. ~~The design review committee shall adopt rules for the conduct of its business and election of officers other than the chair and vice chair.~~
 - ii. ~~All rules adopted by the committee shall be reviewed and approved by the city council.~~
 - b. ~~*Officers.*~~
 - i. ~~The mayor shall appoint the chair and vice.~~
 - ii. ~~The committee shall elect officers other than the chair and vice chair.~~
 - iii. ~~Both the chair and vice chair shall be eligible for re-election.~~
 - iv. ~~The chair shall preside over all design review committee meetings.~~
 - v. ~~In the absence of the chair, the vice chair shall preside.~~

~~c. — Committee meetings.~~

- ~~i. — All meetings, regular or special, shall be conducted in accordance with the Texas Open Meetings Act.~~
- ~~ii. — Regular meetings shall be held at a regular location and time, or when called by the chair. The commission shall have at least one (1) meeting each quarter, and at any special meetings as called.~~
- ~~iii. — Regular meetings shall be held at the call of the chair, vice chair or the city manager in the absence of the chair or vice chair.~~
- ~~iv. — All design review committee members shall have seventy-two (72) hours prior notice of the meeting.~~
- ~~v. — The chair shall call a special meeting within seven (7) working days of receiving notice from the city manager to consider the issuance of a certificate of approval.~~
- ~~vi. — The chair, or vice chair in the absence of the chair, shall preside over the meeting.~~

~~d. — Quorum. Three (3) members present shall constitute a quorum.~~

~~e. — Voting. All issues shall be decided by a majority vote of those members present and voting, except that in those instances where only a quorum of three (3) members is present at a meeting, all issues shall be decided by at least two (2) affirmative votes.~~

~~f. — Minutes. Minutes shall be kept of all meetings and shall be available for public inspection.~~

~~g. — Investigation and reports.~~

- ~~i. — The design review committee may recommend or make such investigations and studies of matters relating to the protection, enhancement, perpetuation or use of structures, or to environmental or landscape preservation of sites, as the committee may from time to time deem necessary or appropriate to effect the purpose and intent of this chapter.~~
- ~~ii. — The design review committee may submit reports and recommendations as to such matters to the mayor, city council, staff, and other agencies, boards, commissions and committees of the city. In making such investigations and studies, the design review committee may hold such public hearings as it may deem necessary or appropriate.~~

~~h. — Conflicts of interest. Restrictions on participation of members with a conflict of interest shall be in keeping with chapter 171 of the Texas Local Government Code, Vote Required to Act.~~

~~i. — Hearing and notice requirements.~~

- ~~i. — The design review committee shall not act upon any request for a certificate of approval or variance without having first given the applicant adequate notice of the committee meeting and his/her right to be present and to be heard if so desired.~~
- ~~ii. — Notice of meetings shall be posted in compliance with current state laws.~~
- ~~iii. — Notice shall be sufficient if either:
 - ~~(a) — the party to be affected receives actual notice by any means;~~
 - ~~(b) — notice of the meeting is provided on the application, is sent to the address shown on any application or permit filed by the applicant, by United States mail, certified, return receipt requested; or~~
 - ~~(c) — in the absence of any address provided by an applicant, notice is sent to the address for the registered owner as shown by the tax rolls of the Kendall County Appraisal District.~~~~

CHAPTER 2

Sec. 2-1. General application procedures

H. *Application submittal dates.* The planning director shall establish a calendar day per month when an application will be accepted by the city for applications that are required to be approved by the planning and zoning commission, historic landmark commission, ~~design review committee~~ or the city council. Such applications shall only be accepted on the designated days established for the filing of applications. Applications that can be approved administratively may be filed at any time.

L. *Variances.*

2. *Decision agent.*

- c. The Historic Landmark Commission (HLC) ~~design review committee~~ is authorized to grant signage variances.

M. *Appeals*

2. *Decision agent*

- c. The planning and zoning commission shall hear and decide appeals of decisions by the Historic Landmark Commission (HLC) ~~design review committee~~.

Sec. 2-10. Signage.

E. *Sign variances.*

3. *Decision.*

- a. The Historic Landmark Commission (HLC) ~~design review committee~~ shall hear and render decisions on specific sign types, and sign variances.
- ~~b. The landmark commission shall hear and make a recommendation to the design review committee regarding variances for signs in the Historic District.~~

4. *Criteria for granting a variance.*

- a. The Historic Landmark Commission (HLC) ~~design review committee~~ may impose such conditions or requirements in a variance as are necessary to protect the overall character of the community and to achieve the fundamental purposes of this ordinance.
- b. Sign variances shall not be granted for prohibited sign types.
- c. The Historic Landmark Commission (HLC) ~~design review committee~~ shall grant the variance only when it is determined that:

CHAPTER 3

Sec. 3-6. Permitted uses of buildings and land.

- D. *Non-residential uses.*
 - 26. *Urban agriculture.*
 - e. *Urban farm, small.*
 - vii. *Design review.* The following farm structures on an existing and/or expanded urban farm are subject to the design review and approval by the Planning and Zoning Commission ~~design review committee~~:

Sec. 3-9. Overlay districts.

- B. *Procedures in any overlay district other than the Historic District.*
 - 2. *Creative alternatives in an overlay district other than the Historic District.*
 - b. These guidelines and standards shall be interpreted and applied by the Planning and Zoning Commission ~~design review committee~~ in review and recommendation of any permit application, rezoning application or plat application where a creative alternative has been requested by the applicant.

Sec. 3-12. Downtown Community.

- G. *Signage.*
 - 3. *Signs requiring a certificate of approval from the* Historic Landmark Commission (HLC). ~~Design review committee (DRC).~~
 - a. Digital signs.
 - b. Illuminated signs.

Sec. 3-13. River Road Overlay District.

- D. *Dimensions.* Dimensions shall be in accordance with the base zoning of the property, except:
 - 1. *Building height.*
 - b. Buildings over thirty (30) feet and up to thirty-eight (38) feet or three (3) stories are permitted under the following conditions:
 - i. The third floor shall be stepped back at least ten (10) feet from the building wall facing a public street or a single-family residence, or the building shall be set back more than thirty (30) feet from the nearest public street or single-family residence; and
 - ii. Buildings that are over thirty (30) feet or two (2) stories in height shall require approval by the Planning and Zoning Commission ~~design review committee~~.
 - iii. Buildings over thirty-eight (38) feet or three (3) stories are prohibited.
 - 2. *Signs with additional requirements.*
 - a. *Roof signs.* Signs mounted onto the roof shall be no taller than the height of the highest roof line of the building.
 - b. *Illuminated sign where the illumination is not static.* Illuminated sign where the illumination is not static shall require certificate of approval from the Historic Landmark Commission (HLC). ~~design review committee~~.

- c. *Freestanding tube letter signs.* Freestanding tube letter signs, such as neon signs, shall require certificate of approval from the Historic Landmark Commission (HLC). ~~design review committee.~~
- d. *Digital signs.* Digital signs shall require a certificate of approval from the Historic Landmark Commission (HLC). ~~design review committee.~~
- e. *All other sign types.* For all other sign types, the requirements of chapter 9: Signage shall apply.

Sec. 3-14. Sobo Overlay District.

H. Signage.

- 2. *Signs in the mixed-use character zone (MU-CZ).*
 - b. *Roof sign.*
 - i. *Digital sign.* Digital signs shall require a certificate of approval from the Historic Landmark Commission (HLC). ~~design review committee.~~
 - ii. *Illuminated sign.* Electronic message boards shall require a certificate of approval from the Historic Landmark Commission (HLC). ~~design review committee.~~
 - iii. *Electronic message boards.* Electronic message boards shall require a certificate of approval from the Historic Landmark Commission (HLC). ~~design review committee.~~
 - iv. *Manual changeable copy sign.*
 - v. *All other sign types.* For all other sign types, the requirements of chapter 9: Signage shall apply.
- 3. *Signs in the neighborhood character zone (N-CZ).*
 - b. *Signs with additional requirements.*
 - i. *Digital sign.* Any sign with a digital sign element, including electronic message boards, shall require a certificate of approval from the Historic Landmark Commission (HLC). ~~design review committee.~~
 - ii. *Illuminated sign with static illumination.*
 - iii. *All other sign types.* For all other sign types, the requirements of chapter 9: Signage shall apply.

Sec. 3-16. Entrance Corridors.

J. Signage.

- 3. *Signs requiring a certificate of approval from the Historic Landmark Commission (HLC). ~~design review committee.~~*
 - a. *Manual changeable copy sign elements.*
 - b. *Illuminated signs where the illumination is not static.*
 - c. *Signs where a digital sign element comprises over twenty-five (25) percent of the total area of the sign face.*

Sec. 3-17. Scenic Interstate Corridor District.

G. *Signage.*

3. *Signs with additional requirements.*

- b. *Signs requiring certificate of approval from Historic Landmark Commission (HLC). ~~design review committee.~~*
 - i. Digital sign.
 - ii. Illuminated sign where the illumination is not static.
 - iii. *Electronic message board.*
 - (a) Electronic message boards larger than thirty (30) percent of the maximum allowable area of a sign face shall require a certificate of approval from the Historic Landmark Commission (HLC). ~~design review committee.~~
 - (b) Manual changeable copy sign.
 - (c) Manual changeable copy sign shall require a certificate of approval from the Historic Landmark Commission (HLC). ~~design review committee.~~

CHAPTER 9

Sec. 9-5. Sign illumination.

A. *Generally.*

3. Electronic changeable copy signs shall be considered and approved prior to use by the Historic Landmark Commission (HLC) ~~design review committee~~.
4. Digital signs shall be considered and approved prior to use by the Historic Landmark Commission (HLC) ~~design review committee~~.

C. *Internally illuminated signs.*

4. *Electronic changeable copy boards.*

- a. Shall first be considered and approved by the Historic Landmark Commission (HLC) ~~design review committee~~.

5. *Digital signs.*

- a. Shall first be considered and approved by the Historic Landmark Commission (HLC) ~~design review committee~~.

Sec. 9-7. General sign standards.

C. Freestanding signs.

9. Standards by sign type for freestanding signs.

GENERAL STANDARDS FOR FREESTANDING SIGNS			
	Decorative Post and Panel	Monument (8ft or less)	Freeway Pylon (>8ft)
Base (min. height)	n/a	18 "	n/a
Base	n/a	60% total sign width	No less than fifteen (1) ft wide and no greater than twenty-five (25) ft wide.
Enclosure Required	no	at least 2 sides	yes
Enclosure (min. width)	n/a	min. 12" per enclosure (including cap)	at least 30% of sign width
Sign Area per Panel/Cabinet (max sf each)	n/a	n/a	n/a
Panel Width (max)	Sign panels may extend beyond the base of approved by the Historic Landmark Commission (HLC) Design review committee	Sign panels may extend beyond the base of approved by the Historic Landmark Commission (HLC) Design review committee	Shall not exceed the base minimum width of the sign
Panel (minimum height)	8 in	8 in	8 in
Sign Area (max sf)	24 sf	30 sf; or 4sf/tenant with max 40 sf	shall not exceed 400 sq. ft.
Max. Sign Height	10 ft	8 ft	40 ft
Min. Sign Setback	8 ft	8 ft	15 ft
Vertical Clearance	Max 4 ft	0 ft	< 4ft or > 8 ft
Max Width Sign Face	6 ft	10 ft	Shall not exceed the base width
Internal Illumination	yes	yes	yes
External Illumination	yes	yes	no

APPENDIX A. Definitions

~~*Design review committee:* The design review committee of the City of Boerne.~~

THE BOERNE STAR

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GARAGE SALE

Charity Garage Sale-Shop for a Cause - July 17 and July 18: 8:30am to 1:30pm Hill Country Mission for Health 122 Commerce Ave (Boerne) Household items, furniture, home decor and MORE!!

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 EQUAL OPPORTUNITY

THE STATE OF TEXAS
CITATION BY PUBLICATION

CAUSE NO. 26-111-PR
IN THE COUNTY COURT OF KENDALL COUNTY,
TEXAS

TO ALL UNKNOWN OR MISSING HEIRS
OF THE ESTATE OF PATRICK C. YOHEY, DECEASED

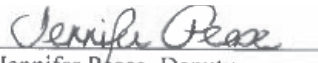
SHEREE YOHEY, in the above numbered and entitled estate, filed on JUNE 30, 2026 an APPLICATION TO DETERMINE HEIRSHIP AND FOR LETTERS OF INDEPENDENT ADMINISTRATION in the estate of PATRICK C. YOHEY, Deceased, requesting that the Court determine who are the heirs and only heirs of PATRICK C. YOHEY, Deceased, and their respective shares and interests in said estate, and appoint SHEREE YOHEY to serve as the Independent Administrator of said estate and grant Letters of Independent Administration to same.

The Court may act on said Application and any opposition at any call of the docket on or after 10 o'clock A.M. on the first Monday next after the expiration of ten (10) days from date of publication of this citation, at the **Kendall County Courthouse, 201 E. San Antonio Ave, Boerne, Texas 78006** in Kendall, Texas.

All UNKNOWN OR MISSING HEIRS of this estate are hereby cited to appear before said Honorable Court **by filing a written contest or answer** to said Application before the above stated time and date **should you desire to do so. To ensure its consideration, you or your attorney must file any contest, objection, intervention, or response in writing** with the County Clerk of Kendall County, Texas, **on or before the above noted date and time.**

Given under my hand and the seal of said Court at office in Boerne, Texas, on July 1, 2026.

Denise Maxwell, COUNTY CLERK
Kendall County, Texas
201 E. San Antonio Ave, Suite 127
Boerne, Texas 78006

By: 
Jennifer Pease, Deputy

Plaintiff(s) Attorney:
Cynthia Dodd Smith
18115 Veranda Ln
San Antonio, Texas 78258
210-493-4208



Notice of Request for Qualifications
For EMS Medical Director - RFQ
No. 2026-14

The Commissioners Court of Kendall County is seeking Statements of Qualifications from qualified individuals to provide Medical Director services for its Kendall County EMS. Respondents should demonstrate their experience, qualifications, and competence to provide EMS Medical Director services as outlined in the scope of services. Payment by the County will be made by check. No bond is required.

Specifications for this response may be obtained by emailing purchasing@co.kendall.tx.us, or online at <https://www.kendallcountytx.gov/503/BID-Opportunities>.

Statements of Qualifications will be electronically accepted on Kendall County's bid portal at <https://www.beaconbid.com/solicitations/kendall-county/open> or respondents may submit a hard copy to Sharon Barter, Kendall County Purchasing Agent, at 201 E. San Antonio Ave, Ste #112, Boerne, Texas 78006 until **10:00 a.m. CST Friday, August 7, 2026**. Responses will be publicly opened and read aloud at that time in the Kendall County Purchasing Office, 201 E. San Antonio Ave, Ste. 112, Boerne, TX 78006, (830) 388-7440. All late responses will be rejected. Kendall County reserves the right to reject any and or all responses. NO FAXED OR EMAILED RESPONSES will be accepted.

NOTICE OF PUBLIC HEARING

Notice is hereby given that the City Council of the City of Boerne, Texas will hold a Public Hearing on July 28, 2026, at 6:00 p.m., in the Ronald C. Bowman City Council Chambers, located at Boerne City Hall, 447 N Main Street, Boerne, Texas, to discuss the following:

A. Consider an amendment to the Unified Development Code, including but not limited to Section 1.12.B. - Planning and Zoning Commission, Section 1.12.D. - Historic Landmark Commission, Section 1.12.E. - Design Review Committee, Section 2.1.H.- Application Submittal Dates, Section 2.1.L - Variances, Section 2.1.M - Appeals, Section 2.10.E. - Sign Variances, Section 3.6.D - Non-Residential Uses, Section 3.9.B.2. - Creative Alternatives in an Overlay District other than the Historic District, Section 3.12.G. - Signage, Section 3.13.D. - Dimensions, Section 3.14.H. - Signage, Section 3.16.J - Signage, Section 3.17.G. - Signage, Section 9.5. - Sign Illumination, Section 9.7.C. - Free Standing Signs, and Appendix A. Definitions - Design Review Committee.

All interested parties are encouraged to attend.

s/s Chastity Valdes
Deputy City Secretary

NOTICE OF ASSISTANCE AT THE PUBLIC MEETINGS
The City Hall is wheelchair accessible. Access to the building and special parking are available at the north entrance of the building. Requests for special services must be received forty-eight (48) hours prior to the meeting time by calling the City Secretary at 830-249-9511.

TO PLACE AN AD JUST CALL 249.2441

Notice of Request for Proposals
For Inmate Medical Care - RFP
No. 2026-11

The Commissioners Court of Kendall County is soliciting proposals from qualified vendors to provide a comprehensive Inmate Healthcare System for the Kendall County Detention Center, a 153-bed facility. The County seeks a vendor to serve as its medical services partner, responsible for delivering quality healthcare services and related administrative support for County inmates. The selected provider shall be responsible for hiring, employing, and supervising all personnel necessary to deliver the required medical care. For purposes of this solicitation, "medical care" refers to the treatment and management of inmates' physical well-being through services provided by licensed medical, nursing, and health professionals. Vendors are invited to submit proposals outlining their recommended service approach and pricing methodology for these services. Payment by the County will be made by check. No bond is required.

Specifications for this proposal may be obtained by emailing purchasing@co.kendall.tx.us, or online at <https://www.kendallcountytx.gov/503/BID-Opportunities>.

Proposals will be electronically accepted on Kendall County's bid portal at <https://www.beaconbid.com/solicitations/kendall-county/open> or respondents may submit a hard copy to Sharon Barter, Kendall County Purchasing Agent, at 201 E. San Antonio Ave, Ste #112, Boerne, Texas 78006 until **10:00 a.m. CST Friday, August 7, 2026**. Proposals will be publicly opened and read aloud at that time in the Kendall County Purchasing Office, 201 E. San Antonio Ave, Ste. 112, Boerne, TX 78006, (830) 388-7440. All late proposals will be rejected. Kendall County reserves the right to reject any and or all proposals. NO FAXED OR EMAILED PROPOSALS will be accepted.

Notice of Request for Proposals
For Space Needs Assessment Study - RFP No. 2026-13

The Commissioners Court of Kendall County is soliciting sealed proposals from qualified consultants, workspace planners, and/or firms for the development of a Space Needs Assessment Study for Kendall County facilities. Proposers will be required to describe and present their methodology and approach for conducting the assessment, including stakeholder engagement, data collection, analysis, and the development of recommendations. The study will review and evaluate space needs across all County departments, including the efficiency and use of existing workspaces, and provide immediate, short-, mid-, and long-term recommendations to the Commissioners Court regarding space requirements, along with budgetary cost estimates for related capital planning. The goal is to provide clear, practical information the County can use to make informed decisions regarding current space limitations and future facility needs. Method of payment by the County will be check and no bond is required.

Proposals will be accepted until 10:00am CST on Friday July 24, 2026. The scheduled date and time for the opening of proposals is July 24, 2026 at 10:01 a.m. and it will occur at the County's Purchasing Office located at 201 E. San Antonio Ave., Ste. 112, Boerne, TX, 78006. Sealed proposals will be opened and publicly read aloud.

County reserves the right to change the date of the opening, to waive any informalities, and to accept the proposal deemed most advantageous for the County.

Specifications for this proposal may be obtained by emailing purchasing@co.kendall.tx.us, or online at <https://www.kendallcountytx.gov/503/BID-Opportunities>. Sealed proposals shall be submitted by mail or hand-delivered to **Sharon Barter, Purchasing Agent, at 201 E. San Antonio Ave., Ste. 112, Boerne, TX, 78006, (830) 388-7440**. Alternatively, proposals may be submitted at the County's Beacon Bid Portal at: <https://www.beaconbid.com/solicitations/kendall-county/open>.

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NOTICE TO CREDITORS

NOTICE OF APPOINTMENT OF ROSEMARY COLLIER REEDY as Independent Executor of the Estate of JOSEPH FLOYD REEDY, Deceased.

Pending in the County Court of Bandera County, TX, in Matters of Cause No. 26-010-CCPR-00047.

TO ALL PERSONS INTERESTED IN THE ABOVE ESTATE:

WHEREAS, on the 30th day of June 2026, in the County Court of Bandera County, TX., the undersigned duly qualified as Independent Executor of the Estate of Joseph Floyd Reedy, Deceased.

Notice is hereby given that Original Letters Testamentary of this Estate were granted, and this is to notify all persons having claims against said estate that they are required to present the same to the undersigned within the time prescribed by law. Any person indebted to said estate is hereby notified to pay same to the undersigned.

ROSEMARY COLLIER REEDY, Independent Executor of the Estate of JOSEPH FLOYD REEDY, Deceased.

Address:c/o Elizabeth C. Boddy, 153 Treeline Park, Ste 110, San Antonio, TX78209.

Dated at San Antonio, Texas, July 1, 2026.

Notice of Public Hearing to set the amount of compensation for the 498th District Court Reporter.

The 498th District Judge intends to set the annual compensation of the District Court Reporter in accordance with section 152.905 of the Local Government Code.

A public hearing will be held on July 28, 2026, at 1:15 p.m. in the 498th District Courtroom, of the Kendall County Courthouse, 201 E. San Antonio Ave, Boerne, Texas, concerning the annual compensation to be paid to the 498th District Court Reporter.

Application has been made with the Texas Alcoholic Beverage Commission for a mixed beverage permit with late hours certificate by 170 S. Main Hospitality, LLC dba The Cypress Bar located at 170 S Main St, Ste 100, Boerne, Kendall County, Texas 78006. McClure Ventures, LLC - manager; Elisa McClure - manager of McClure Ventures, LLC.

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THE BOERNE STAR



AGENDA ITEM SUMMARY

Agenda Date	July 28, 2026
Requested Action	APPROVE RESOLUTION NO. 2026-R42; A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BOERNE, TEXAS, RESCINDING RESOLUTION NO. 2026-R15 THE PREVIOUSLY APPROVED REIMBURSEMENT TO BUC-EE'S LTD. FOR THE SUGGS CREEK SEWER MAIN EXTENSION, AND AUTHORIZING REIMBURSEMENT TO BUC-EE'S LTD. IN AN AMOUNT NOT TO EXCEED \$800,000.
Contact Person	Andrew Wilkinson – Utilities Engineer
Background Information	This item replaces the reimbursement authorization approved by City Council in February 2026 after the contractor selected through the original bidding process withdrew its bid before executing a construction contract. The Utilities Capital Improvement Plan includes the Suggs Creek Sewer Main Extension project, which will construct a 12 inch diameter public sewer main beginning at Main Street, crossing Interstate 10, and extending to the northwestern boundary of the Buc-ee's property. Once completed, the sewer main will become part of the City's public wastewater collection system and provide the infrastructure necessary to serve the Buc-ee's development while supporting future growth in the surrounding area. Under a development agreement approved in 2016, the City agreed to construct the sewer extension at its sole cost and expense. In 2026, the City and Buc-ee's approved an amendment allowing Buc-ee's to procure bids and manage construction of the project, with the City reimbursing eligible project costs following completion and final acceptance. The project was initially bid in December 2025. In February 2026, City Council approved reimbursement based on the low bid submitted by Pyramid Masons, Inc. Before a construction contract was executed, Pyramid Masons advised Buc-ee's that it would not honor its bid price and withdrew its proposal. Because the remaining bids had expired, the project had to be advertised and bid again. Buc-ee's updated the bid documents and conducted a second

	competitive procurement in accordance with the amended development agreement and applicable state purchasing requirements. Bids were opened on June 9, 2026. Six bids were received, ranging from \$719,581.99 to \$1,468,362. Arguijo Corporation submitted the lowest responsive bid in the amount of \$719,581.99. The engineer's opinion of probable construction cost was \$742,938.87. The project was originally budgeted at \$2.25 million in the Utilities Capital Improvement Plan. Buc-ee's engineer reviewed the bids and recommends awarding the construction contract to Arguijo Corporation. A copy of the recommendation letter is attached. Staff recommends authorizing reimbursement in an amount not to exceed \$800,000. The difference between the construction bid and the requested authorization provides approximately \$80,000 for eligible unforeseen conditions or approved changes that may arise during construction. Any reimbursable change must comply with the development agreement and applicable City requirements. The City will not reimburse Buc-ee's until construction is complete, the project has satisfied City inspection requirements, and the City has issued final acceptance. Any unused authorization will remain unspent. Approval of this resolution will also repeal Resolution No. 2026-R15, which authorized reimbursement based on the prior bid that was subsequently withdrawn.
Strategic Alignment	F2 – Investing in and maintaining high-quality and resilient infrastructure, mobility, and public assets. B2 – Advancing master plan recommendations.
Financial Considerations	Funding is available from the Wastewater Impact Fee Fund. The requested amount of \$800,000 is approximately \$1.45 million below the original capital improvement budget of \$2.25 million. Reimbursement will occur only after completion and final acceptance of the project. Any unused portion of the authorization will remain in the fund.
Citizen Input/Board Review	Not applicable

Legal Review	The City Attorney has reviewed the proposed resolution, the amended development agreement, and the procurement and reimbursement process.
Alternative Options	The Council could delay action and request additional information. However, the City has an existing contractual obligation under the development agreement to fund the sewer extension. Delaying approval would postpone construction and could require another procurement if the current bid expires.
Supporting Documents	Resolution No. 2026-R42 Buc-ee's Engineer Recommendation Letter

RESOLUTION NO. 2026-R42

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BOERNE, TEXAS, RESCINDING RESOLUTION NO. 2026-R15 THE PREVIOUSLY APPROVED REIMBURSEMENT TO BUC-EE'S LTD. FOR THE SUGGS CREEK SEWER MAIN EXTENSION, AND AUTHORIZING REIMBURSEMENT TO BUC-EE'S LTD. IN AN AMOUNT NOT TO EXCEED \$800,000

WHEREAS, the City of Boerne Utilities Capital Improvement Plan includes the Suggs Creek Sewer Main Extension project; and

WHEREAS, the City entered into a development agreement with Buc-ee's Ltd. to extend the sewer main to serve the Buc-ee's development, with reimbursement by the City; and

WHEREAS, the City Council previously adopted Resolution No. 2026-R15 authorizing reimbursement to Buc-ee's Ltd. for the construction of the Suggs Creek Sewer Main Extension; and

WHEREAS, the City Council has determined that it is in the best interest of the City to rescind Resolution No. 2026-R15 and authorize reimbursement to Buc-ee's Ltd. for the construction of the Suggs Creek Sewer Main Extension in an amount not to exceed \$800,000;

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

Section 1. The City Council hereby rescinds Resolution No. 2026-R15.

Section 2. The City Council hereby authorizes reimbursement to Buc-ee's Ltd. for the construction of the Suggs Creek Sewer Main Extension in an amount not to exceed \$800,000.

Section 3. This Resolution shall take effect immediately upon its adoption.

PASSED, APPROVED and ADOPTED on this the ___ day of _____, 2026.

APPROVED:

Mayor

ATTEST:

City Secretary

June 25, 2026

Scott Ray
Director of Design/Construction/Procurement
327 FM 2004
Lake Jackson, Texas 77566

**Re: *Suggs Creek Sewer Extension
Recommendation to Award***

Dear Mr. Ray,

Bids were received for Suggs Creek Sewer Extension on Friday, June 5th, 2026. The bid generally includes approximately 1,500 linear feet of 12-inch sanitary sewer via direct bury and approximately 500 linear feet of 12-inch sanitary sewer via bore and encasement, beginning near the southern right-of-way line of S. Main Street and extending south across Interstate Highway 10.

The engineer's opinion of probable construction cost (OPCC) for the project was approximately \$742,938.87. A total of six bids were received, with total bids ranging from \$719,581.99 to \$1,468,362.00. The average bid was \$1,090,033.64. Based on our review of the six bids submitted, Arguijo Corporation of West Lake Hills, Texas is the apparent low bidder.

Two bidders contained mathematical errors; however, these errors do not affect their corrected totals in a way that would result in either bidder being the lowest.

Arguijo Corporation provided qualification materials with their bid including:

- General company info
- Licensing, Surety, and Insurance information
- Work currently under contract and work completed
- List of proposed sub-contractors and material suppliers
- A Bid Bond for five (5) percent of the total amount of the bid

The bid was reviewed for compliance with the requirements of the bidding documents and found to be responsive and acceptable. The submitted project experience indicates complete projects of similar scope and scale in the last 5 calendar years, including at least one (1) with scope to bore utilities within TxDOT right-of-way and one (1) with scope to bore a carrier pipe at least 12" in diameter. Reference checks were performed and indicate satisfactory performance.

Based on the information available to us for review, Kimley-Horn would recommend an award for construction of Suggs Creek Sewer Extension to Arguijo Corporation. It is recommended to award the total lump sum bid of \$719,581.99.

If you have any questions or need additional information, please contact me at 972-776-1701.

Sincerely,

Kimley-Horn and Associates, Inc.

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

Robert Lewis, P.E.

Cc: Taylor Hill – City of Boerne
Andrew Wilkinson – City of Boerne
Andrea Snouffer – City of Boerne