

**AGENDA**  
**REGULAR CITY COUNCIL MEETING**  
**RONALD C. BOWMAN CITY COUNCIL CHAMBERS**  
**447 North Main Street**  
**Boerne, TX 78006**  
**MARCH 25, 2025 – 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. 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)

4. 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.     [2025-117](#)           CONSIDER APPROVAL OF THE MINUTES OF THE REGULAR CALLED CITY COUNCIL MEETING OF MARCH 11, 2025.

**Attachments:**     [Minutes.25.0311](#)

- B. [2025-124](#) CONSIDER ON SECOND READING ORDINANCE NO. 2025-03; AN ORDINANCE AMENDING THE CITY OF BOERNE CODE OF ORDINANCES, CHAPTER 2. ADMINISTRATION, ARTICLE IV RECORDS MANAGEMENT PROGRAM, ADDING SECTIONS 2-104 PUBLIC INFORMATION REQUESTS; ADOPTING HOUSE BILL 3033 (2023) VEXATIOUS REQUESTORS PROVIDING FOR A SEVERABILITY CLAUSE.

**Attachments:** [AIS Vexatious Requestors Ordinance No. 2025-03](#)

- C. [2025-116](#) CONSIDER RESOLUTION NO. 2025-R15; A RESOLUTION OF THE CITY OF BOERNE, TEXAS RATIFYING AN EMERGENCY EXPENDITURE BY CITY STAFF AND AUTHORIZING A PAYMENT TO CNG DELIVERY, LLC FOR NATURAL GAS TRAILER REFILLS AND RENTAL TERM EXTENSION FOR AN AMOUNT NOT TO EXCEED \$24,980.00. (Three emergency refills and two additional weeks of rental.)

**Attachments:** [CNG Trailer Rental Additional Expenses Approval AIS Resolution No. 2025-R15](#)

- D. [2025-119](#) CONSIDER RESOLUTION NO. 2025-R16; A RESOLUTION OF THE CITY OF BOERNE, TEXAS, AWARDING THE CONTRACT FOR 2022 BOND PARKS AND OPEN SPACE TO WATERMAN CONSTRUCTION, LLC, A BUYBOARD APPROVED VENDOR, FOR SPORTS FIELD IMPROVEMENTS AT NORTHRUP PARK FOR AN AMOUNT NOT TO EXCEED \$250,106.00

**Attachments:** [AIS Northrup Field 11 Improvements Resolution No. 2025-R16 WC-25007 Boerne NorthrupParkSoftballField 1.0 ForApproval](#)

- E. [2025-122](#) CONSIDER RESOLUTION NO. 2025-R17; A RESOLUTION TO RATIFY THE EXECUTION OF A CONTRACT BETWEEN THE CITY OF BOERNE AND ON DUTY HEALTH FOR PUBLIC SAFETY HEALTH SCREENING IN AN AMOUNT NOT TO EXCEED \$57,026.00.

**Attachments:** [AIS - On Duty Health 2025 Resolution No. 2025-R17 On Duty Health Packages](#)

- F. [2025-123](#) CONSIDER RESOLUTION NO. 2025-R18; A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AND MANAGE AN AMENDED SHARED SERVICES AGREEMENT FOR FUNDING OF PUBLIC PURPOSE BETWEEN THE CITY OF BOERNE AND HILL COUNTRY FAMILY SERVICES.

**Attachments:** [HCFS Updated SSA AIS](#)  
[Resolution No. 2025-R18](#)

REGULAR AGENDA:

5. PRESENTATIONS, PUBLIC HEARINGS, AND ORDINANCES:

- A. [2025-067](#) PRESENTATION BY JUDGE ED PHILLIPS REGARDING THE YOUTH DIVERSION PROGRAM AND COURT OPERATIONS AND RECOGNIZING CLAUDIA LEMON FOR HER YEARS OF SERVICE IN MUNICIPAL COURT.

**Attachments:** [AIS- Court Youth Diversion Presentation](#)

6. RESOLUTIONS:

- A. [2025-062](#) CONSIDER RESOLUTION NO. 2025-R19; A RESOLUTION OF THE CITY OF BOERNE ADOPTING A PROCUREMENT POLICY TO ENSURE TRANSPARENCY, EFFICIENCY, AND ACCOUNTABILITY IN THE EXPENDITURE OF PUBLIC FUNDS.

**Attachments:** [AIS - Procurement Policy](#)  
[Resolution No. 2025-R19](#)  
[Procurement Policy version 2025.1](#)

- B. [2025-066](#) CONSIDER RESOLUTION NO. 2025-R20; A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BOERNE, TEXAS, ADOPTING THE PURCHASE CARD (P-CARD) POLICY AND PROCEDURE MANUAL TO ENHANCE FINANCIAL OVERSIGHT, EFFICIENCY, AND FRAUD PREVENTION.

**Attachments:** [AIS - PCard policy and procedure manual](#)  
[Resolution No. 2025-R20](#)  
[Purchase Card Policy and Procedure Manual version 2025.1](#)

7. CITY MANAGER'S REPORT:

- A. [2025-131](#) COMMUNICATIONS DEPARTMENT UPDATE: INTRODUCTION OF BRIA JACKSON, MULTI-MEDIA SPECIALIST AND GOALS AND OBJECTIVES OF THE DEPARTMENT.
- B. [2025-094](#) UPDATE ON THE 89th LEGISLATIVE SESSION.
- C. [2025-013](#) MONTHLY PROJECTS REPORT.
8. COMMENTS FROM COUNCIL – No discussion or action may take place.
9. EXECUTIVE SESSION IN ACCORDANCE WITH THE TEXAS GOVERNMENT CODE:
- A. [2025-093](#) SECTION 551.071 - CONSULTATION WITH CITY ATTORNEY; POTENTIAL EMINENT DOMAIN DISCUSSION.
- B. [2025-118](#) SECTION 551.072 - DELIBERATION REGARDING REAL PROPERTY: DELIBERATE THE PURCHASE, EXCHANGE, LEASE OR VALUE OF REAL PROPERTY. (Ammann Road)
10. RECONVENE INTO OPEN SESSION AND TAKE ANY NECESSARY ACTION RELATING TO THE EXECUTIVE SESSION AS DESCRIBED ABOVE.
- A. [2025-129](#) CONSIDER RESOLUTION NO. 2025-R21; A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AND MANAGE AN AGREEMENT BETWEEN THE CITY OF BOERNE AND \_\_\_\_\_ FOR THE SALE OF 2.923 ACRE TRACT OUT OF THE WILLIAM D. LUSK SURVEY NO. 211, ABSTRACT NO. 306, KENDALL COUNTY.

**Attachments:** [Resolution No. 2025-R21](#)

11. ADJOURNMENT

**CERTIFICATION**

**I hereby certify that the above notice of meeting was posted on the 21 day of  
March, 2025 at 4:00 p.m.**

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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.**

Pursuant to Section 30.06 Penal Code (trespass by license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun.

Pursuant to section 30.07 Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly.