



AMENDED:

02/05/18 @ 12:45 AM

bmurter

**City of La Vernia**  
**REGULAR CITY COUNCIL MEETING**  
City Council Chambers of La Vernia City Hall  
102 E. Chihuahua Street, La Vernia, Texas 78121

February 8, 2018  
6:30 PM

**AGENDA**

**1. Call to Order**

**2. Invocation, Pledge of Allegiance, and Texas Pledge** (*Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible*).

**3. Citizens to be Heard**

*(At this time, citizens who have filled out a registration form prior to the start of the meeting may speak on any topic they wish to bring to the attention of the governing body so long as that topic is not on the agenda for this meeting. Citizens may speak on specific agenda items when that item is called for discussion. During the Citizens to be Heard section no council action may take place and no council discussion or response is required to the speaker. A time limit of three minutes per speaker is permitted; the council may extend this time at their discretion)*

**4. Consent Agenda**

*(All consent agenda items are considered routine by City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember requests an item be removed and considered separately.)*

- A. Minutes from the January 11, 2018 Regular City Council Meeting
- B. Minutes from the January 17, 2018 City Council Workshop
- C. La Vernia Police Department – Reports, Traffic Violations & Arrests; and Number of Occurrences by Offense for the month of January 2018;
- D. Check Register and financial report for the month of January 2018

**5. Presentation**

- A. Presentation from Armstrong, Vaughn & Associates regarding FY 2017 Audit
- B. Presentation of Public Safety Award for National Night Out

**6. Public Hearing**

- A. Public Hearing to receive comments regarding the granting of a Specific Use Permit to HK La Vernia Associates, LTD for the purposes of allowing a hotel in the space specifically known as: 100 S FM 1346, City of La Vernia, Block 1, Lot 3, La Vernia Crossing Subdivision zoned C-1 Retail.
- B. Public Hearing to receive public comments regarding the proposed change of zoning district classification from present classification of R-1 (Single Family Residence) to C-1 (Commercial Retail) for City of La Vernia, Lot 429, located at 203 San Antonio Rd., La Vernia, Texas 78121.
- C. Public Hearing to receive public comments regarding amending Chapter 38 Section 302. – Permitted Use Chart to include Outdoor Physical Fitness.

## **7. Ordinances**

- A.** Discuss and consider approving an Ordinance No. 020818-01 granting a Specific Use Permit to HK La Vernia Associates, LTD for the purposes of allowing a hotel in the space specifically known as: 100 S FM 1346, City of La Vernia, Block 1, Lot 3, La Vernia Crossing Subdivision zoned C-1 Retail.
- B.** Discuss and consider approving Ordinance No. 020818-02 to change zoning district classification request from present classification of R-1 (Single Family Residence) to C-1 (Commercial Retail) for City of La Vernia, Lot 429, located at 203 San Antonio Rd., La Vernia, Texas 78121.
- C.** Discuss and consider approving Ordinance No. 020818-03 amending the City of La Vernia Code of Ordinances Chapter 38 Article II Section 302 Permitted Uses Chart to include Physical Fitness outdoors in C-1, C-2, CB, and Industrial Zoning Districts.
- D.** Discuss and consider approving Ordinance No. 020818-04 to call a General Election for the City of La Vernia on May 5<sup>th</sup> 2018 for the purpose of electing one (1) Mayor and two (two) councilmembers.
- E.** Discuss and consider approval on Ordinance No. 020818-05 for designating the City's official newspaper.
- F.** Discuss and consider approval on Ordinance No. 020818-06 requesting an amendment to the FY 2018 Budget.

## **8. Resolutions**

- A.** Discuss and consider approving a resolution to appoint Councilman Martin Poore to the Board of Trustees of the Canyon Regional Water Authority (CRWA).
- B.** Discuss and consider approving a resolution to appoint David Mahula to the Board of Managers of the Canyon Regional Water Authority (CRWA).
- C.** Discuss and consider approving a resolution to adopt the City's Investment Policy.
- D.** Discuss and consider approving a resolution in support of the La Vernia PD equipment grant with Governor's office through AACOG
- E.** Discuss and consider approving a resolution updating the City Credit Card Policy.

## **9. Discussion/Action**

- A.** Discuss and consider action on the FY 2018 Street Maintenance Program
- B.** Discuss and consider action on the creation of an authorized La Vernia Police Department employee Gun Range

## **10. Items Specific to Future Line Items on the Agenda**

## **11. Adjourn**

### **DECORUM REQUIRED**

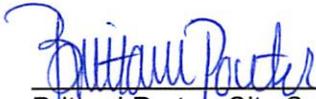
Any disruptive behavior, including shouting or derogatory statements or comments may be ruled out of order by the Presiding Officer. Continuation of this type of behavior could result in a request by the Presiding Officer that the individual leave the meeting, and if refused, an order of removal.

The City Council for the City of La Vernia reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by the Texas Open Meetings Act, Texas Governmental Code §551.071 (Consultation with Attorney), §551.072 (Deliberations about Real Property), §551.073 (Deliberations about Gifts and Donations), §551.074 (Personnel Matters), §551.076 (Deliberations about Security Devices), and §551.086 (Economic Development), and any other provisions under Texas law that permits a governmental body to discuss a

matter in closed executive session.

The City of La Vernia City Council meetings are available to all persons regardless of disability. This facility is wheelchair accessible parking spaces are available. Requests for accommodations, should you require special assistance, must be made 48 hours prior to this meeting. Braille is not available. Please contact the City Secretary at (830) 779-4541 or email [bporter@lavernia-tx.gov](mailto:bporter@lavernia-tx.gov).

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the governing body of the above named La Vernia City Council is a true and correct copy of said Notice and that I posted true and correct copy of said Notice on the bulletin boards, of the City Hall of said City of La Vernia, Texas, a place convenient and readily accessible to the general public at all times, and said Notice was posted on **February 4, 2018 at 4:30 P.M.** and remained so posted continuously for at least 72 hours proceeding the scheduled time of said meeting.



---

Brittani Porter, City Secretary



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**REGULAR CITY COUNCIL MEETING**  
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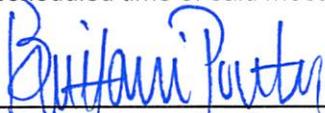
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Brittani Porter, City Secretary



**City of La Vernia**  
**REGULAR CITY COUNCIL MEETING**  
City Council Chambers of La Vernia City Hall  
102 E. Chihuahua Street, La Vernia, Texas 78121

January 11, 2018  
6:30 PM

**MINUTES**

**1. Call to Order-** Mayor Gregory called the La Vernia City Council meeting to order at 6:35 PM and declared a quorum.

**2. Invocation, Pledge of Allegiance, and Texas Pledge** – Invocation was given by Mayor Gregory, all in attendance recited the pledges.

**3. Citizens to be Heard-** There were no citizens to be heard.

**4. Consent Agenda**

*(All consent agenda items are considered routine by City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember requests an item be removed and considered separately.)*

- A. Minutes from the December 14, 2017 Regular City Council Meeting
- B. Minutes from the December 18, 2017 Joint Meeting
- C. La Vernia Police Department – Reports, Traffic Violations & Arrests; and Number of Occurrences by Offense for the month of December 2017;
- D. Check Register and financial report for the month of December 2017

**MOTION:** A motion was made by Councilman Poore to approve the consent agenda as presented and amended, seconded by Councilman Cormier. **Motion passes: 5-0**

**5. Discussion/Action**

- A. **Discuss and consider action supporting “It’s Time Texas Community Challenge” presented by HEB.**

**MOTION:** Councilman Poore made a motion to support “It’s Time Texas Community Challenge”, seconded by Councilwoman Recker. **Motion passes: 5-0.**

- B. **Discuss and consider appointing Dianell Recker to the La Vernia Municipal Development District Board of Directors.**

**MOTION:** Councilman Hennette made a motion to appoint Dianell Recker to the La Vernia Municipal District Board of Directors, seconded by Councilman Cormier. **Motion passes: 5-0.**

- C. **Discuss and possible action on a workshop with the La Vernia Little League**  
Mayor Gregory stated that a preliminary meeting was held with the acting President and Vice President to discuss field maintenance and partnership. He stated he advised them to consider the fiscal year budget that the city puts in place every October. The Little League President and Vice Presidents concerns were the bathrooms & fields. Council stated a meeting next week on the 16<sup>th</sup> or 17<sup>th</sup> would work best to clear the air, move

bridges, clear understanding of duties and get a better working relationship with the Little League Board.

## **6. Resolutions**

### **A. Discuss and consider a resolution in support of the development of Loop 321**

Mayor Gregory stated there have been two feasibility study meetings that have taken place at City Hall. The first meeting we did not have a receptive crowd; the second meeting was a bigger turn out. The goal here is TxDOT is going to spend a lot of money within the next 10 years or so. They will work our parking configurations along Chihuahua St., add enhancements such as turn lanes and sidewalks. He stated the benefit to us taking back Chihuahua St. would be not to allow 18 wheelers on the road, which means they will have to take an alternate route to go down FM 775, and we will be allowed to shut down the street to have parades if we choose to.

**MOTION:** Motion made by Councilman Poore to support the development of Loop 321, seconded by Councilman Hennette. **Motion passes: 5-0.**

## **7. Update**

### **A. Project update on New Water Tower**

Mayor Gregory stated we have settled on a piece of property in the Woodcreek area, roughly 1.84 acres. He stated they will have to get an easement from a land owner that but up next to the piece of property that will run from Country Garden straight down to FM 775.

### **B. Update on EMS agreement with ESD #3**

Mayor Gregory stated that ESD # 3 did accept the agreement and sign it. He stated a couple petitions are currently going around in regards to annexing our area. Sgt. Keil stated that the service has been exceptional to include the most recent accident that occurred Tuesday night, he stated the Emergency Personnel on scene were very professional, worked the scene in a timely manner. He stated for the injuries he felt that the patients were given proper care and transported in an efficient manner.

## **11. Items Specific to Future Line Items on the Agenda**

- **Little League Workshop**

**12. Adjourn** – Councilman Cormier makes a motion to adjourn the meeting, seconded by Councilman Hennette. The meeting was adjourned at 7:17 PM.

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Robert Gregory, Mayor

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Brittani Porter, City Secretary



**City of La Vernia**  
**CITY COUNCIL WORKSHOP**  
City Council Chambers of La Vernia City Hall  
102 E. Chihuahua Street, La Vernia, Texas 78121

January 17, 2018  
6:00 PM

**MINUTES**

- 1. Call to Order** – Mayor Gregory called the meeting to order at 6:00 PM and declare a quorum. All members were present.
- 2. Invocation, Pledge of Allegiance, and Texas Pledge** Invocation was given by Councilman Poore, all in attendance recited the pledges.
- 3. Citizens to be Heard-** There were no citizens to be heard.
- 4. Discussion/Action**
  - A. Discuss and possible action on creating an agreement with the La Vernia Little League.**
  - B. Discuss and possible action on updating the Park Ordinance.**

Mayor Gregory stated he wanted to bring everyone up to speed on the previous meeting with the La Vernia Little League board. He stated the City Administrator and himself met with Mr. Cox and a couple other members. He stated the concerns from the Little League were the fields being in terrible shape and the bathroom conditions. Mayor Gregory stated the field quality needs to come up to one day host tournaments. He stated start off by taking one or two of the fields and rehab them which could potentially lead us to taking over the fields. Mayor Gregory stated taking over the fields would cause expensive and lots of time. He stated the reason for hiring a park guy was to help offset some of the park position. He stated prior to hiring Danny, the Public Works Department was helping out on top of working the daily water leaks and needs. Mayor Gregory stated that we are going to meet with Little League and let them have the floor and hear them out. He stated before we move forward, listening to th

- 5. Adjourn** – Councilwoman Recker made a motion to adjourn the meeting, seconded by Councilman Hennette. The meeting was adjourned at 8:18 PM.

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Robert Gregory, Mayor

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Brittani Porter, City Secretary

La Vernia Police Department  
Enforcement Statistics  
January 2018

**Case Type**

Criminal Complaints	10	35.00%
Incidents	41	65.00%
<b>Total</b>	<b>51</b>	<b>100.00%</b>

**CRIMINAL COMPLAINT - Offense Code**

CRIMINAL MISCHIEF	2	20.0%
FORGERY	2	20.0%
THEFT	1	10.0%
BURGLARY OF BUILDING	1	10.0%
HARASSMENT	1	10.0%
POSS DRUG PARAPHERNALIA	2	20.0%
PUBLIC INTOXICATION	1	10.0%
<b>Total</b>	<b>10</b>	<b>100.00%</b>

**INCIDENT - Offense Code**

INFO	13	40%
RUNAWAY	1	1%
DISTURBANCE	2	2%
ASSIST OTHER AGENCY	7	18%
SUSPICIOUS VEHICLE/PERSON	2	2%
ALARM	6	16%
ACCIDENT INVOLVING DAMAGE TO V	7	18%
SUICIDEAL PERSON	1	1%
FUNERAL ESCORT	2	2%
<b>Total</b>	<b>41</b>	<b>100.00%</b>

**Citations**

VIOLATIONS	94	69.00%
WARNINGS	74	31.00%
<b>Total</b>	<b>168</b>	<b>100.00%</b>



Bruce Ritchey  
Chief of Police

Date Received 01-23-18  
Permit/Receipt No. \_\_\_\_\_  
Fee Paid \$100.00  
CK#5510

City of La Vernia  
Specific Use Permit  
102 E. Chihuahua Street  
P.O. Box 225, La Vernia, TX 78121  
(830) 779-4541 • Metro/Fax (830) 253-1198  
[codeenforcement@lavernia-tx.gov](mailto:codeenforcement@lavernia-tx.gov)



Land ownership must be verified with a notarized statement. If the applicant is acting as the agent for the property owner, the property owner must provide a signed and notarized letter authorizing the agent to act on their behalf, and the letter must accompany the application.

Name FJK Properties LLC  
Mailing Address 24702 Player Oaks, San Antonio TX 78260  
Telephone \_\_\_\_\_ Fax \_\_\_\_\_ Mobile 407-921-4613 Email jaysinojia@gmail.com  
Property Address/Location La Vernia Crossing - Lot 3 Property ID No 67504  
Legal Description \_\_\_\_\_  
Name of Subdivision La Vernia Crossing - Block 1 Lot 3 - 1.611 ACres  
Lot(s) \_\_\_\_\_ Block(s) \_\_\_\_\_ Acreage \_\_\_\_\_  
Existing Use of Property Vacant Lot  
Proposed Use of Property (attach additional or supporting information if necessary) \_\_\_\_\_  
3 story Hotel

Current Zoning C2

Proposed use of Property and/or Reason for Request (please explain in detail and attach additional pages if needed):  
\_\_\_\_\_  
\_\_\_\_\_

Attachments:

- \_\_\_\_\_ Accurate metes and bounds description of the subject property (or other suitable legal description)
- \_\_\_\_\_ Survey exhibit and other appropriate exhibits as deemed necessary by the city including, but not limited to, site plans, maps, architectural elevations, and information about proposed uses.
- Notarized statement verifying land ownership and if applicable, authorization of land owner's agent to file the zoning change request.

*A denied application is ineligible for reconsideration for one year.*

The undersigned hereby requests rezoning of the above described property as indicated:

Signature of Owner(s)/Agent  
Joel Katz - HK La Vernia Associates, Ltd.

Date 1/22/2018

Date of Publication <u>01-25-18</u>	For Office Use Only	Date of P&Z Public Hearing <u>2-6-18</u>
Date of 200 Ft Notices <u>1-24-18</u>		Date of Council Public Hearing <u>2-8-18</u>
Ordinance No. _____		Approved _____ Denied _____



## NOTICE OF PUBLIC HEARING

The City of La Vernia Planning & Zoning Commission will hold a public hearing at the request of HK La Vernia Associates, LTD. in the space specifically known as:

100 S. FM 1346, City of La Vernia, Block 1, Lot 3, La Vernia Crossing Subdivision zoned C-1 Retail

Request: for granting a Specific Use Permit for the purpose of a hotel space.

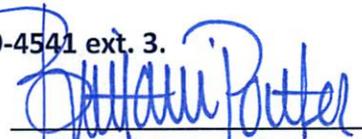
Because your property is located within 200 feet of the request, State Law requires that we notify you of the public hearing. **However, the zoning of your property will not be affected.** The public hearing process allows an opportunity to provide your written opinion of the request. This will aid the Planning Commission in making a recommendation to City Council.

Public hearing for this request are scheduled before the Planning & Zoning Commission on Tuesday February 6<sup>th</sup>, 2018, and tentatively before City Council on Thursday February 8<sup>th</sup>, 2018. Both meetings will begin at 6:30 PM in the City Hall Council Chambers, 102 E. Chihuahua St. and are open to the public. To submit written comments please complete the information below, including your signature, and return by Friday February 2<sup>nd</sup>, 2018 to:

Mail: City of La Vernia  
Brittani Porter  
102 E. Chihuahua St.  
La Vernia, Texas 78121

Email: [bporter@lavernia-tx.gov](mailto:bporter@lavernia-tx.gov)

If you have questions, please call Brittani Porter at (830) 779-4541 ext. 3.

  
Brittani Porter, City Secretary

### YOUR OPINION MATTERS – DETACH AND RETURN

Circle one

I am ( **in favor** ) ( **opposed to** ) the proposed Special Use Permit for the property described as 100 S. FM 1346, Block 1, Lot 3, La Vernia, Texas 78121.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Comments: \_\_\_\_\_

**By State Law – Unsigned submission cannot be counted as official comment.**

100 S. FM 1346

- 1 GC SA Properties LLC  
16109 University Oak  
San Antonio, Texas 78249
- 2 Lizengroup LLC  
7825 Sweetwind Circle  
Boerne, Texas 78015
- 3 HK La Vernia Assoc. LTD  
11825 IH 10 W Ste. 100  
San Antonio, Texas 78230
- 4 HEB Grocery Company LP.  
Attn: Real Estate Dept.  
646 S Flores St.  
San Antonio, Texas 78204
- 5 AutoZone Parts Inc.  
123 S Front St. 3<sup>rd</sup> Floor  
Memphis, TN. 38103-2107

Tommy & Cyndie Barnes  
Jay & Connie Hearne  
314 Oak Bend Dr.  
La Vernia, Texas 78121

Patricia Goynes  
P.O. Box 196  
La Vernia, Texas 78121-0196

La Vernia ISD  
Mrs. Theresa Watson  
13600 US Hwy 87 W.  
La Vernia, TX 78121

Christopher Dinh & Austin Nguyen  
17035 Darien Wing  
San Antonio, Texas 78247

Dr. Mark A Simmons DDS  
13549 US Hwy 87 W  
La Vernia, Texas 78121

Riaz Homes LLC  
P.O. Box 28  
Seguin, Texas 78155

Sergio & Juana Hernandez  
P.O. Box 193  
Seguin, Texas 78156

Producers Cooperative Marketing Assoc.  
210 S. Castell Ave.  
New Braunfels, Texas 78130

Notices mailed on: January 24<sup>th</sup> 2018

# NOTICE

00 S. FM 1346



Jan 23 2018 12:01:32 PM.



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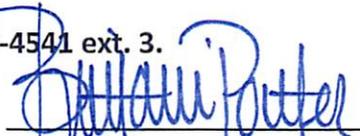
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Brittani Porter, City Secretary

### YOUR OPINION MATTERS – DETACH AND RETURN

Circle one

I am ( in favor ) (opposed to) the proposed Special Use Permit for the property described as 100 S. FM 1346, Block 1, Lot 3, La Vernia, Texas 78121.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Comments: \_\_\_\_\_

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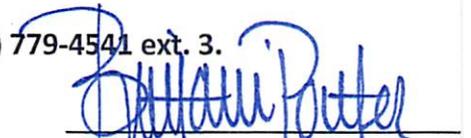
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Public hearing for this request are scheduled before the Planning & Zoning Commission on Tuesday February 6<sup>th</sup>, 2018, and tentatively before City Council on Thursday February 8<sup>th</sup>, 2018. Both meetings will begin at 6:30 PM in the City Hall Council Chambers, 102 E. Chihuahua St. and are open to the public. To submit written comments please complete the information below, including your signature, and return by Friday February 2<sup>nd</sup>, 2018 to:

Mail: City of La Vernia  
Brittani Porter  
102 E. Chihuahua St.  
La Vernia, Texas 78121

Email: [bporter@lavernia-tx.gov](mailto:bporter@lavernia-tx.gov)

If you have questions, please call Brittani Porter at (830) 779-4541 ext. 3.

  
Brittani Porter, City Secretary

### YOUR OPINION MATTERS – DETACH AND RETURN

Circle one

I am ( **in favor** ) ( **opposed to** ) the proposed Special Use Permit for the property described as 100 S. FM 1346, Block 1, Lot 3, La Vernia, Texas 78121.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Comments: \_\_\_\_\_

**By State Law – Unsigned submission cannot be counted as official comment.**

Date Received 01-12-18  
Permit/Receipt No. \_\_\_\_\_  
Fee Paid \$100.00  
CR# 3409

**City of La Vernia**  
**Zoning Change Application**  
102 E. Chihuahua Street  
P.O. Box 225, La Vernia, TX 78121  
(830) 779-4541 • Metro/Fax (830) 253-1198



**Land ownership must be verified with a notarized statement. If the applicant is acting as the agent for the property owner, the property owner must provide a signed and notarized letter authorizing the agent to act on their behalf, and the letter must accompany the application.**

Name Georgiana Jackson  
Mailing Address 218 Big Oak Dr, Adkins TX 78101  
Telephone \_\_\_\_\_ Fax \_\_\_\_\_ Mobile 210 248-7155 Email jacksongeorgiana@gmail.  
Property Address/Location 203 San Antonio St, La Vernia TX 78121  
Legal Description \_\_\_\_\_  
Name of Subdivision \_\_\_\_\_  
Lot(s) .429 (E PT) 10 Block(s) 29 Acreage 1.0520  
Existing Use of Property \_\_\_\_\_  
Proposed Use of Property To be used for commercial if needed  
(attach additional or supporting information if necessary)

Commercial Residential Commercial  
Zoning Change Request: Current Zoning \_\_\_\_\_ Proposed Zoning \_\_\_\_\_

If "PDD Planned Development District", check if: Concept Plan or Detail Plan

Reason for request (please explain in detail and attach additional pages if needed)  
\_\_\_\_\_  
\_\_\_\_\_

- Attachments:**
- Accurate metes and bounds description of the subject property (or other suitable legal description) Survey exhibit and other appropriate exhibits as deemed necessary by the city including, but not limited to, site plans, maps, architectural elevations, and information about proposed uses.
  - Notarized statement verifying land ownership and if applicable, authorization of land owner's agent to file the zoning change request.

***A denied application is ineligible for reconsideration for one year.***

The undersigned hereby requests rezoning of the above described property as indicated:  
Georgiana Jackson 01-10-18  
Signature of Owner(s)/Agent Date

<b>For Office Use Only</b>	
Date of Publication <u>1-25-18</u>	Date of P&Z Public Hearing <u>2-6-18</u>
Date of 200 Ft Notices <u>1-24-18</u>	Date of Council Public Hearing <u>2-8-18</u>
Ordinance No. _____	Approved _____ Denied _____



**ORIGINAL**

**SCANNED  
COMPARE**

336 29 422

8K  
07

281  
2806

28  
278

**NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.**

**General Warranty Deed**

**Date:** December 18, 2017

**Grantor:** Marcus Wallace joined herein by his wife, Stacy Wallace

**Grantor's Mailing Address:**

501 Sunrise Drive, Apt. 2207  
Universal City, Texas 78148

**Grantee:** Georgiana Jackson, a married woman

**Grantee's Mailing Address:**

218 Big Oak  
Adkins, Texas 78101

**Consideration:**

TEN AND NO/100 DOLLARS (\$10.00) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged.

**Property (including any improvements):**

Being 1.0520 of an acre, more or less, out of the Juan Delgado Grant, Survey No. 8, A-8, lying within the corporate city limits of La Vernia, Texas, conveyed to Julian Serato by Deed of record in Volume 122, Page 170, Deed Records of Wilson County, Texas, and being more particularly described by metes and bounds on Exhibit "A" attached hereto and made a part hereof for all purposes.

**Reservations from Conveyance:** None

**Exceptions to Conveyance and Warranty:**

Easements, right-of-ways and all matters shown on Plat of City of La Vernia, recorded in Volume 1, Page 113, Plat Records of Wilson County, Texas.

Grantor, for the Consideration and subject to the Reservations from Conveyance and the Exceptions to Conveyance and Warranty, grants, sells, and conveys to Grantee the Property, together with all and singular the rights and appurtenances thereto in any way belonging, to have and to hold it to Grantee and Grantee's heirs, successors, and assigns forever. Grantor binds Grantor and Grantor's heirs and successors to warrant



888 7427 88 888 888 888

## SouthCentral Surveyors of Texas

1514 S. Presa, San Antonio, Texas, 78210  
PH: 210.534.6700 Fax: 210.534.9673

### METES AND BOUNDS DESCRIPTION OF A 1.0520 ACRE TRACT

December 17th, 2007.

Being a 1.0520 of an acre tract of land out consisting of Tract 1 and Tract 2 out of the Juan Delgado Grant, Survey No. 8, lying within the corporate city limits of La Vernia, Texas conveyed to Julian Serato by Deed of Record in Volume 122, Page 170, Deed Records of Wilson County, Texas and being more particularly described by metes and bounds as follows:

**BEGINNING:** at a 1/2" iron rod found on north right-of-way line of San Antonio Rd. and being the southeast corner of this tract;

**THENCE:** S 75°01'26" W, a distance of 70.08 feet to a chain link fence post and being the angle corner of this tract;

**THENCE:** S 89°05'36" W, a distance of 64.12 feet to a 1/2" iron rod found on the north right-of-way line of San Antonio Rd. and being a re-entrant corner of this tract;

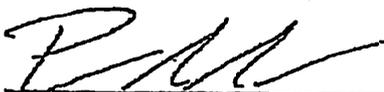
**THENCE:** S 89°29'27" W, a distance of 141.31 feet to a chain link fence post for the southeast corner of Lot 429W and being the southwest corner of this tract;

**THENCE:** N 28°17'47" W, a distance of 135.55 feet to a chain link fence post for the northeast corner of Lot 429W and being the northwest corner of this tract;

**THENCE:** N 67°46'17" E, a distance of 246.88 feet to a 1/2" iron rod found for the northwest corner of Lot 427 and being the northeast corner of this tract;

**THENCE:** S 29°30'00" E, a distance of 221.02 feet to the POINT OF BEGINNING and containing a 1.0520 of an acre tract of land, more or less, according to a survey made on the ground.

SouthCentral Surveyors of Texas



Peter A. Aguirre, R.P.L.S.

Registration No. 5464

Job # 7-4100-231

A drawing of even job number and data was also prepared.



PORTIONS OF THIS DOCUMENT MAY  
NOT BE LEGIBLE/REPRODUCIBLE  
WHEN RECEIVED FOR RECORDING



## NOTICE OF PUBLIC HEARING

The City of La Vernia Planning & Zoning Commission will hold a public hearing at the request of Marcus Wallace.

Property: 1.1234 addressed as 203 San Antonio Rd La Vernia, Texas 78121.

Request: to be used for commercial if needed.

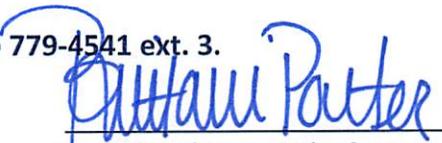
Because your property is located within 200 feet of the request, State Law requires that we notify you of the public hearing. **However, the zoning of your property will not be affected.** The public hearing process allows an opportunity to provide your written opinion of the request. This will aid the Planning Commission in making a recommendation to City Council.

Public hearing for this request is scheduled before the Planning & Zoning Commission on Tuesday February 6<sup>th</sup>, 2018, and tentatively before City Council on Thursday February 8<sup>th</sup>, 2018. Both meetings will begin at 6:30 PM in the City Hall Council Chambers, 102 E. Chihuahua St. and are open to the public. To submit written comments please complete the information below, including your signature, and return by Friday February 2<sup>nd</sup>, 2018 to:

Mail: City of La Vernia  
Brittani Porter  
102 E. Chihuahua St.  
La Vernia, Texas 78121

Email: [bporter@lavernia-tx.gov](mailto:bporter@lavernia-tx.gov)

If you have questions, please call Brittani Porter at (830) 779-4541 ext. 3.

  
Brittani Porter, City Secretary

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### YOUR OPINION MATTERS – DETACH AND RETURN

Circle one

I am ( **in favor** ) ( **opposed to** ) the proposed Special Use Permit for the property described as 203 San Antonio Rd. , Lot 10, Block 29, La Vernia, Texas 78121.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Comments: \_\_\_\_\_

**By State Law – Unsigned submission cannot be counted as official comment.**

**ORDINANCE NO. 020818-01**

**AN ORDINANCE GRANTING A SPECIFIC USE PERMIT FOR THE PURPOSES OF ALLOWING A HOTEL ON A SPEC RETAIL OR RESTAURANT TENANT SPACE SPECIFICALLY KNOWN AS 100 S. FM 1346, CITY OF LA VERNIA, BLOCK 1, LOT 3, LA VERNIA CROSSING SUBDIVISION ZONED C-1 RETAIL; PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.**

**WHEREAS**, the City of La Vernia is a General Law Type A City under the statutes of the State of Texas; and

**WHEREAS**, the Texas Local Government Code authorizes a municipality to adopt zoning regulations designed to accomplish the goals as delineated in Section 211.004 of the Texas Local Government Code and for the purpose of regulating those issues as delineated in Section 211.003 of the Texas Local Government Code; and

**WHEREAS**, the Planning and Zoning Commission and the City Council of the City of La Vernia, Texas in compliance with the laws of the State of Texas and the Ordinances of the City of La Vernia, have given any and all requisite notices by publication and otherwise, and have held public hearings and afforded a full and fair hearing to all property owners generally and to all persons interested; and

**WHEREAS**, the Planning and Zoning Commission having investigated the manner in which the proposed location and character of such Specific Use will affect the Zoning Ordinance and the comprehensive plan of the City of La Vernia, Texas, make final report and recommendation to the City Council of the City of La Vernia, Texas, recommending that such application be granted; and

**WHEREAS**, City Council of the City of La Vernia, Texas, finds that the granting and approval of said application for such Specific Use Permit will not adversely affect the character and appropriate use of the area of neighborhood in which it is proposed to be located, will not substantially depreciate the value of adjacent and nearby properties for use in accordance with the regulations of the Zoning District in which they are located; will not be detrimental in keeping with the spirit and intent of said Zoning Ordinance; will not adversely affect traffic, public utilities, public health, public safety and the general welfare under the conditions hereinafter set forth.

**NOW THEREFORE: BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LA VERNIA, TEXAS:**

**Section 1. Specific Use Permit Granted**

That the Specific Use Permit for a hotel on a spec retail or restaurant tenant space specifically known as 100 S. FM 1346, City of La Vernia, Block 1, Lot 3, La Vernia crossing Subdivision Zoned C-1 Retail be adopted

**Section 2. Expiration**

The Specific Use Permit granted herein shall automatically expire and become null and void if:

A building permit is not issued and construction has not begun within one hundred eighty (180) days of the granting of the specific use permit; or

**Section 3. Severability**

If any section, subsection, paragraph, or sentence, clause, phrase, or word in this Ordinance, or application thereof, to any person or circumstance is held invalid such holding shall not affect the validity of the remaining portions of the same and the City Council hereby declares it would have passed such remaining portions despite such invalidity.

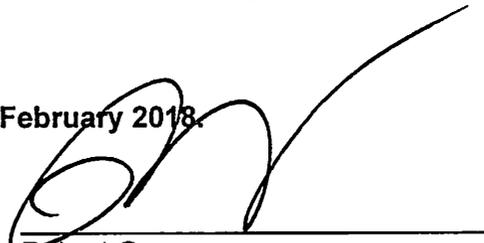
**Section 4. Cumulative**

This ordinance is cumulative of all other laws addressing land use regulations and any prohibitions and sanctions that may be imposed under other laws relating to the subjects covered hereunder.

**Section 5. Effective Date**

This ordinance shall take effect immediately from and after its passage and publication as may be required by governing law.

**PASSED AND APPROVED: This the 8th day of February 2018.**

  
\_\_\_\_\_  
Robert Gregory  
Mayor – City of La Vernia

**ATTEST:**

  
\_\_\_\_\_  
Brittani Porter  
City Secretary

**APPROVED AS TO FORM:**

\_\_\_\_\_  
City Attorney's Office – City of La Vernia

**ORDINANCE NO. 020818-02**

**AN ORDINANCE OF THE CITY OF LA VERNIA, TEXAS AMENDING ZONING CODE CHAPTER 38 AND THE CITY'S OFFICIAL ZONING MAP PROVIDING FOR THE CHANGE OF ZONING DISTRICT CLASSIFICATION FROM PRESENT CLASSIFICATION OF SINGLE FAMILY RESIDENCE DISTRICT (R-1) TO COMMERCIAL REATIL DISTRICT (C-1) 203 SAN ANTONIO RD, CITY OF LA VERNIA, LOT 10, BLK 29 LA VERNIA, TEXAS; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, Chapter 211 of the Vernon's Local Government Code empowers a city to enact zoning regulations and provide for their administration, enforcement and amendment; and

**WHEREAS**, the City has previously deemed it necessary and desirable to adopt zoning regulations to provide for the orderly development of property within the City in order to promote the public health, safety, morals and general welfare of the residents of the City, and

**WHEREAS**, Chapter 38 of the City of La Vernia Code of Ordinances which constitutes the City's zoning code requires property to be zoned in accordance with proper designations as defined by this ordinance; and

**WHEREAS**, application has been filed with the City of La Vernia Planning and Zoning Commission to re-zone properties as more particularly described herein ("Property"); and

**WHEREAS**, the Property has been zoned as Single Family Residence District; and

**WHEREAS**, the Planning and Zoning Commission of the City of La Vernia provided adequate notice and held a public hearing in accordance with Chapter 38 Zoning and has considered the application for the re-zoning of properties specified herein; and

**WHEREAS**, the Planning and Zoning Commission of the City of La Vernia has recommended approval of the application for the re-zoning of the designated property to Commercial Retail District (C-1) and has confirmed that the re-zoning is uniform and conforms to the plan and design of the City of La Vernia's Zoning code; and

**WHEREAS**, the City Council of the City of La Vernia has also held a public hearing regarding the re-zoning on affected properties and has issued adequate notice to all the affected parties; and

**WHEREAS**, the City Council of the City of La Vernia believes the re-zoning of affected properties will not adversely affect the character of the area of the neighborhood in which it is proposed to locate; will not substantially depreciate the value of adjacent or nearby properties; will be in keeping with the spirit and intent of the City's Zoning code; will comply with applicable standards of the district in which located; and will not adversely affect traffic, public health, public utilities, public safety and the general welfare of the residents of the City of La Vernia;

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LA VERNIA, TEXAS:**

**SECTION 1.** That Chapter 38 and the City's Zoning Map of the City of La Vernia, Texas are hereby amended as follows:

Change of Zoning District Classification from present classification of Single Family Residence District (R-1) to Commercial Retail District (C-1) 203 San Antonio Rd., City of La Vernia Lot 10, Blk 29 La Vernia, Texas.

**SECTION 2.** The caption of this ordinance shall be published one (1) time in a newspaper having general circulation in the City of La Vernia, Texas.

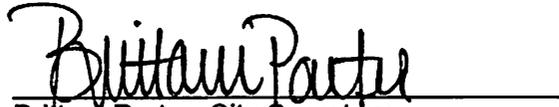
**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF LA VERNIA, TEXAS, ON THIS 8<sup>th</sup> DAY OF February, 2018.**



---

Robert Gregory, Mayor  
City of La Vernia

**ATTEST:**



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Brittan Porter, City Secretary  
City of La Vernia



**APPROVED AS TO FORM:**

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City Attorney's Office

**ORDINANCE NO. 020818-03**

**AN ORDINANCE OF THE CITY OF LA VERNIA, TEXAS AMENDING LA VERNIA CODE OF ORDINANCES CHAPTER 38 ZONING, ARTICLE III. SECTION 302 PERMITTED USES; ESTABLISH AUTHORITY OF THE CITY TO CREATE/INCLUDE HEALTH CLUB (OUTDOOR PHYSICAL FITNESS) IN COMMERCIAL RETAIL (C-1), GENERAL COMMERCIAL (C-2), CENTRAL BUSINESS DISTRICT (C-B) & INDUSTRIAL (I) ZONING DISTRICTS; PROVIDING FOR SEVERABILITY; AND AN EFFECTIVE DATE.**

**WHEREAS**, Chapter 211 of the Vernon's Local Government Code empowers a city to enact zoning regulations and provide for their administration, enforcement and amendment; and

**WHEREAS**, the City has previously deemed it necessary and desirable to adopt zoning regulations to provide for the orderly development of property within the City in order to promote the public health, safety, morals and general welfare of the residents of the City, and

**WHEREAS**, the City of La Vernia Code of Ordinances Chapter 38 which constitutes the City's Zoning Ordinance requires property to be zoned in accordance with proper designations as defined by this ordinance; and

**WHEREAS**, the Planning and Zoning Commission of the City of La Vernia provided adequate notice and held a public hearing in accordance with Chapter 211 of the Vernon's Local Government Code and has considered the need to amend Chapter 38 Zoning of the La Vernia Code of Ordinances as specified herein; and

**WHEREAS**, the Planning and Zoning Commission of the City of La Vernia has recommended approval of the amendments to the Zoning Regulations and the proposed amendments are uniform and conforms to the plan and design of the City of La Vernia's Zoning Ordinance; and

**WHEREAS**, the City Council of the City of La Vernia has also held a public hearing regarding the need to amend Chapter 38 Zoning of the La Vernia Code of Ordinances as specified herein; and

**WHEREAS**, the City Council of the City of La Vernia believes the amendments will comply with the standards and purpose of the Zoning Ordinance and are in the best interests of the public safety and the general welfare of the residents of the City of La Vernia;

**NOW THEREFORE: BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LA VERNIA, TEXAS:**

**Section 1.  
Zoning Regulations Amended.**

Chapter 38 of the City of La Vernia's Code of Ordinances is hereby amended as reflected in the document attached hereto as **Exhibit "A"**.

**Section 2.  
Severability**

If any section, subsection, paragraph, or sentence, clause, phrase, or word in this Ordinance, or application thereof, to any person or circumstance is held invalid such holding shall not affect

the validity of the remaining portions of the same and the City Council hereby declares it would have passed such remaining portions despite such invalidity.

**Section 3  
Cumulative**

This ordinance is cumulative of all other laws addressing land use regulations and any prohibitions and sanctions that may be imposed under other laws relating to the subjects covered hereunder.

**Section 4.  
Effective Date**

This ordinance shall take effect immediately from and after its passage and publication as may be required by governing law.

**PASSED, APPROVED, AND ADOPTED THIS 8<sup>th</sup> DAY OF FEBRUARY, 2018.**

  
\_\_\_\_\_  
Robert Gregory, Mayor  
City of La Vernia

**ATTEST:**  
  
\_\_\_\_\_  
Brittani Porter, City Secretary  
City of La Vernia



**APPROVED AS TO FORM:**

\_\_\_\_\_  
City Attorney  
City of La Vernia

EXHIBIT "A"

(g) Office, retail, commercial and service type uses.

RA	R-1	R-2	MH	Type of Use:	GP	C-1	C-B	C-2	I	H	PI
----	-----	-----	----	--------------	----	-----	-----	-----	---	---	----

			Health Club (physical fitness; outdoors only)		P	P	P	P			
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**ORDINANCE NO. 020818-04**

**AN ORDINANCE CALLING FOR A MUNICIPAL ELECTION ON SATURDAY, MAY 5, 2018 FOR THE CITY OF LA VERNIA, WILSON COUNTY, TEXAS; ESTABLISHING THE PROCEDURE FOR THE GENERAL MUNICIPAL ELECTION FOR THE PURPOSE OF ELECTING TWO (2) ALDERMAN AND ONE (1) MAYOR FOR A TWO (2) YEAR TERM; DESIGNATING THE LOCATION OF POLLING PLACE; PROVIDING FOR DESIGNATION OF OFFICERS FOR SUCH ELECTION; SETTING THE RATE OF PAY FOR THE ELECTION CLERKS; PROVIDING FOR THE MAXIMUM NUMBER OF ELECTION CLERKS; AND DESIGNATION OF THE EARLY VOTING BALLOT BOARD.**

**WHEREAS**, the laws of the State of Texas provide that on May 5, 2018, there shall be a general election for two (2) Alderman and one (1) Mayor for two (2) year terms; and

**WHEREAS**, the Texas Election code is applicable to said election, and in order to comply with said Code, an ordinance should be passed calling the election and establishing the procedures to be followed in said election, and designating the voting place for said election; and

**WHEREAS**, the City of La Vernia (the "City") lies within the boundaries of Wilson County; and

**WHEREAS**, the City Council must call for an election to elect its city officials.

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LA VERNIA, TEXAS:**

**SECTION 1. General Election Ordered.** A general election shall be held on Saturday, May 5, 2018 to elect the following city officers: two (2) Aldermen and one (1) Mayor of the City Council of the City of La Vernia, Texas.

**SECTION 2. Filing Period.** Candidates for the above officers may file their application beginning at 8:00 a.m. January 17, 2018, and shall file their applications no later than 5:00 p.m. February 16, 2018. All candidates for the office to be filled in the election to be held on May 10, 2018, shall file their application to become candidates, with the City Secretary of the City at City Hall, 102 E. Chihuahua Street, La Vernia, Texas, on any weekday that is not a City holiday, between 8:00 a.m. and 5:00 p.m., and all of said applications shall be on a form as prescribed by Section 141.031 of the Election Code of the State of Texas.

**SECTION 3. Write-in Candidates.** A write-in vote may not be counted unless the name written in appears on the list of write-in candidates. To be entitled to a place on the list of write-in candidates, a candidate must make a declaration of write-in candidacy. A declaration of write-in candidacy must be filed with the City Secretary not later than 5:00 p.m. on Tuesday February 20, 2018.

**SECTION 4. Drawing.** The order in which the names of the candidates are to be printed on the ballot shall be determined by a drawing conducted by the City Secretary as provided by the Election Code. Such drawing will be held at 11 a.m. on Monday, February 26, 2018 in the City Secretary's Office of La Vernia City Hall.

**SECTION 5. Ballots and Printed Materials.** The ballots used for the election shall comply with the Chapter 52 Texas Election Code and be in the form provided by the City for use on the voting devices or on paper ballots. The official ballots, together with such other election materials as are

required by the Texas Election Code, as amended, shall be printed in both the English and Spanish languages and shall contain such provisions, markings and language as required by law.

**SECTION 6. Conduct of Election.** The election judge, alternate judge and clerks properly appointed for the election, shall hold and conduct the election in the manner provided by the law governing the holding of general elections by general law cities of the State of Texas.

**SECTION 7. Polling Place.** The polling place for joint election shall be held at the following place:

The City of La Vernia City Hall, Council Chambers  
102 E. Chihuahua Street  
La Vernia, Texas 78121.

**SECTION 8. Election Officer.** The City Secretary appointed to serve as the City's Election Officer, Joint Early Voting Clerk and the Custodian of Records for the City of La Vernia and to conduct the City's election on May 5, 2018.

As the City's Election Officer and Early Voting Clerk, the Election Officer shall coordinate, supervise, and conduct all aspects of administering voting in the City's election in compliance with state law.

**SECTION 9. Election Judges and Clerks.** The presiding judge, alternate presiding judge and clerks for the election shall be selected and appointed by the City of La Vernia, Texas and its appointees in compliance with the requirements of state law, and such judges and clerks so selected are hereby designated and appointed by the city council as the election officers, judges and clerks, respectively, for the holding of said general election. The presiding judge, alternate presiding judge and clerks shall perform the functions and duties of their respective positions that are provided by state law.

The following named persons are hereby appointed officers for said election:

ELECTION JUDGE: Elaine Schnitz  
308 McCoy  
La Vernia, TX 78121

ALTERNATE JUDGE: Chrystal Coble  
962 CR 352  
La Vernia, TX 78121

In accordance with Section 32.091 of the Texas Election Code, the presiding judge shall be paid the rate of \$15.00 per hour, the alternate judge shall be paid the rate of \$12.50 per hour, and clerks shall be paid the rate of \$10.00 per hour.

There shall be a minimum of two (2) and a maximum of three (3) clerks at the polling place. The poll at the above-designated polling place shall be open from 7:00 a.m. to 7:00 p.m. on said election day.

**SECTION 10. City Secretary.** The City Secretary, or designee, is instructed to acquire and furnish all election supplies and materials necessary to conduct the election. The City Secretary

will serve as Election Officer and Regular Early Voting Clerk for the City to receive requests for applications for early voting ballots. The City Secretary is further authorized to give or cause to be given notices required for the election, and to take such other and further action as is required to conduct the election in compliance with the Texas Election Code.

**SECTION 11. Early Voting.** Early voting, both by personal appearance and by mail, will be conducted in accordance with the Texas Election Code. Early voting by personal appearance for the above designated election shall be at La Vernia City Hall, 102 E. Chihuahua Street, P.O. Box 225, La Vernia, Texas 78121-0225. Early voting will commence on Monday, April 23, 2018, and continue through Monday, May 1, 2018.

During the early voting period, the early voting clerk shall keep continuously posted:

1. At the entrance to the room in which the early voting polling place is located, a sign on which is printed in large letters "Early Voting Polling Place"; and
2. In each corridor leading to the entrance to the room in which the early voting polling place is located, 100 feet from the entrance, a sign on which is printed in larger letters "Distance Marker – No electioneering between this point and the entrance to the early voting polling place."

The above described place for early voting is also the early clerk's address to which ballot applications and ballots voted by mail may be sent. Early voting by mail shall be by paper ballots. An applicant for a ballot to be voted by personal appearance must make application at the early voting polling place when the applicant desires to vote. Pursuant to Section 84.007 of the Election Code, an application for a ballot to be voted by mail must be submitted to the early voting clerk by (1) mail; or (2) common or contract carrier. An application by mail must be submitted on or after Tuesday, March 6, 2018 (the 60<sup>th</sup> day before election day) and before the close of regular business in the early voting clerk's office or 12 noon, whichever is later, on Thursday, April 26, 2018 (9<sup>th</sup> day before election day). An application is considered to be submitted at the time of its receipt by the clerk. An applicant for a ballot to be voted by mail may submit his application by delivering it in person to the early voting clerk if the application is submitted no later than the close of regular business in the clerk's office on Friday, April 20, 2018 (the business day before the first day for the period for early voting by personal appearance.) The early voting clerk shall mail without charge an appropriate official application form for an early voting ballot to each person requesting the clerk to send him an application form. The early voting clerk shall review each application for a ballot to be voted by mail. If the applicant is entitled to vote an early voting ballot by mail, the clerk shall provide and official ballot to the applicant as provided by Chapter 86 of the Election Code. If the applicant is not entitled to vote by mail, the clerk shall reject said application in accordance with Section 86.001 of the Texas Election Code. Balloting materials for voting by mail shall be mailed to voters as soon as practicable after the ballots become available no later than Wednesday, March 21, 2018 (the 45<sup>th</sup> day before the election day). A marked ballot voted by mail must arrive at the address on the official carrier envelope for early voting (the City Hall) before the time the polls are required to close on Election Day, May 5, 2018. Voting by mail shall be conducted in accordance with Chapter 86 of the Election Code.

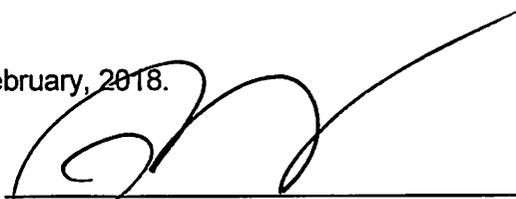
**SECTION 12. Notice of Election.** Notice of the election shall be given by posting a notice containing a substantial copy of this ordinance on the bulletin board used for posting notice of meetings of the governing body at the City Hall and at the afore said election day polling places not

later than the twenty-first (21st) day before the election, and by publishing said Notice of Election at least one time, not earlier than thirty (30) days nor later than ten (10) days prior to said election, in a newspaper of general circulation in the City. The notice that is posted, and the notice that is published in a newspaper of general circulation within the city, will be written in both English and Spanish.

**SECTION 13. General.** The Election Officer shall hold said election in accordance with the Texas Election Code, and only resident qualified voters of said City shall be eligible to vote at said election. Returns of said election shall be made known as soon as possible after the closing of the polls; and the election returns shall be canvassed by the City Council not earlier than May 8, 2018 nor later than May 16, 2018.

**SECTION 14. Open Meetings.** It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to public and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code. Notice was also provided as required by Chapter 52 of the Texas Local Government Code.

**PASSED AND APPROVED** this 8<sup>th</sup> day of February, 2018.



---

Robert Gregory, Mayor  
City of La Vernia

**ATTEST:**



---

Brittani Porter, City Secretary  
City of La Vernia



**APPROVED AS TO FORM:**

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City Attorney's Office  
City of La Vernia

**ORDINANCE NO. 020818-05**

**AN ORDINANCE OF THE CITY OF LA VERNIA, TEXAS DESIGNATING THE LA VERNIA NEWS AS THE CITY'S OFFICIAL NEWSPAPER**

**WHEREAS**, Local Government Code 52.004 requires the City to designate an official newspaper in which to publish all matters required by law or ordinance; and

**WHEREAS**, the La Vernia News qualifies under the criteria set forth and meets the legal requirements as stipulated in LGC, Chapter 42, Section 52.004.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LA VERNIA, TEXAS that:**

1. The La Vernia News is hereby designated as the official newspaper for the City of La Vernia; and
2. The City Administrator or designee is hereby authorized to publish therein all matters required by law or ordinance.

**PASSED AND ADOPTED this 8<sup>th</sup> day of February, 2018.**

  
\_\_\_\_\_  
Robert Gregory, Mayor  
City of La Vernia

**ATTEST:**

  
\_\_\_\_\_  
Brittani Porter, City Secretary  
City of La Vernia



**APPROVED AS TO FORM:**

\_\_\_\_\_  
City Attorney  
City of La Vernia



# AGENDA REQUEST FORM

Requestor:

Yvonne Griffin

Name

Administration

Department

Date

**Agenda Item information:**

Date of Meeting 02/08/18

**Concise statement of the matter to be addressed:**

Budget Amendment

**Summary, Attachments & Supporting Documents:**

This budget amendment is for the police technology fund and admin contract services. This will fund the EMS interlocal agreement and police department new computers, both items were previously approved by city council.

**REQUEST DEADLINES:**

All requests are to be submitted to City Secretary on Wednesday the week before the meeting by 4:00 p.m. Agenda is posted 72 hours before time of the meeting for which discussion of the matter is requested. Packets are delivered Monday before the Thursday Night Regular scheduled City Council Meeting.

**Office Use Only**

Received by

Date

Time

**ORDINANCE NO. 020818-06**

**AN ORDINANCE OF THE CITY OF LA VERNIA, TEXAS AMENDING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2017 AND ENDING SEPTEMBER 30, 2018; AND OTHER MATTERS IN CONNECTION THEREWITH.**

**WHEREAS**, the Budget dated September 14, 2017 for the Fiscal Year Beginning October 1, 2017 and ending September 30, 2018 has, heretofore, been adopted on September 14, 2017; and

**WHEREAS**, the City Administrator of the City of La Vernia, Texas (herein the "City") has requested budget amendment for mid-year review and;

**WHEREAS**, the City Council has reviewed the amendment prepared by the City Administrator and finds it to be in the best interest of the citizens of La Vernia.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LA VERNIA, TEXAS, THAT:**

**Section 1. Budget**

The City hereby approves budget amendment, attached as Exhibit A.

**Section 2. Severability**

If any provision of this Ordinance or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Ordinance and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City hereby declares that this Ordinance would have been enacted without such invalid provision.

**Section 3. Conflict of Ordinances**

Ordinances or parts of Ordinances in conflict herewith are hereby repealed, and are no longer of any force and effect.

**Section 4. Effective Date**

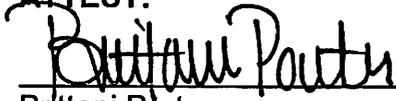
This ordinance shall take effect upon City Council approval.

**PASSED, APPROVED AND APPROVED** this 8th day of February, 2018.

  
\_\_\_\_\_  
Robert Gregory

Mayor, City of La Vernia

ATTEST:



Brittani Porter,  
City Secretary, City of La Vernia



APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney's Office  
City of La Vernia

Budget Analysis  
10/2017 Thru 09/2018

Account Number	Description	Budget	Actual	Difference	+/-	New Budget	New Difference
Expenses							
10-510-475	CONTRACT LABOR	500.00	20,049.31	(19,549.31)	20,000.00	20,500.00	450.69
10-520-270	TECHNOLOGY/SOFTWARE UPGRADES	18,000.00	33,456.73	(15,456.73)	25,000.00	43,000.00	9,543.27



Mr. Robert Gregory  
City of La Vernia  
P.O. Box 717  
La Vernia, TX 78121

January 15, 2018

Re: Appointments to the CRWA Board of Trustees

Dear Mr. Gregory,

Members to the Board of Trustees of the Canyon Regional Water Authority are seated during the first Board of Trustees meeting in May. As a Member Entity you are entitled to select one member to the Board of Trustees to serve a **two-year term**. The trustee term that will expire this year is **Mr. Martin Poore**.

Your governing body is required to act on this appointment at a meeting held in compliance with the standard procedures of your entity.

Please have your governing body make this selection prior to **May 1<sup>st</sup>, 2018**. After the selection is made, please let me know the member's name, address, and telephone numbers as soon as you can.

I have enclosed a suggested resolution for your action. I need written confirmation returned to CRWA before your member can be seated on the Board. It is very important that I receive the confirmation before **May 1<sup>st</sup>, 2018**.

Please be aware that the qualifications for a Trustee is that the person be 18 years of age, live within the boundaries of C.R.W.A. (your service area), and not have served more than five continuous terms of office on the Board of Trustees of C.R.W.A.

Sincerely,

A handwritten signature in cursive script that reads "Ritzie Watkins". The signature is written in black ink and is positioned below the word "Sincerely,".

Ritzie Watkins

RESOLUTION OF THE GOVERNING BODY OF

**City of LaVernia**

APPOINTING TO CANYON REGIONAL WATER  
AUTHORITY ONE MEMBER TO THE BOARD OF  
TRUSTEES FOR A TWO-YEAR TERM OF OFFICE.

ADOPTED \_\_\_\_\_ 2018

RESOLVED, that the Governing Body of **City of LaVernia** has appointed:

\_\_\_\_\_ to serve as  
their representative to the Board of Trustees of Canyon Regional Water Authority.

RESOLVED. FURTHER, that the above named representative is authorized to represent, and act on behalf of, in the best interest of above said entity in the process of maintaining and conducting the business of the Canyon Regional Water Authority, and to cast its vote on all issues related to the Canyon Regional Water Authority.

\* \* \* \* \*

CERTIFICATE OF SECRETARY

I, \_\_\_\_\_ do hereby certify that I am the Secretary of the above said entity and that the above and foregoing is a true, full and correct copy of the resolution duly adopted by the Members of the Governing Body of the above said entity at its meeting held on \_\_\_\_\_ 2018, and entered into the Minutes of said entity; that the meeting was duly and regularly held in accordance with the Bylaws and or laws governing the said entity; and that such resolution has not been rescinded or modified.

To certify which, witness my hand and seal of said entity this day \_\_\_\_\_ 2018

\_\_\_\_\_  
Secretary

SEAL

Resolution No. 020818-01

RESOLUTION OF THE GOVERNING BODY OF

City of LaVernia

APPOINTING TO CANYON REGIONAL WATER  
AUTHORITY ONE MEMBER TO THE BOARD OF  
TRUSTEES FOR A TWO-YEAR TERM OF OFFICE.

ADOPTED February 8, 2018

RESOLVED, that the Governing Body of City of LaVernia has appointed: Martin Poore  
to serve as their representative to the Board of Trustees of Canyon Regional Water Authority.

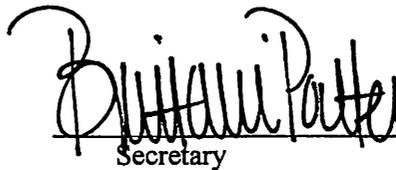
RESOLVED. FURTHER, that the above named representative is authorized to represent, and act on  
behalf of, in the best interest of above said entity in the process of maintaining and conducting the  
business of the Canyon Regional Water Authority, and to cast its vote on all issues related to the Canyon  
Regional Water Authority.

\* \* \* \* \*

CERTIFICATE OF SECRETARY

I, **Brittani Porter**, do hereby certify that I am the Secretary of the above said entity and that the above  
and foregoing is a true, full and correct copy of the resolution duly adopted by the Members of the  
Governing Body of the above said entity at its meeting held on February 8, 2018 and entered into the  
Minutes of said entity; that the meeting was duly and regularly held in accordance with the Bylaws and or  
laws governing the said entity; and that such resolution has not been rescinded or modified.

To certify which, witness my hand and seal of said entity this day February 8, 2018

  
Secretary





Mr. Robert W. Gregory  
Mayor, City of La Vernia  
P.O. Box 717  
La Vernia, TX 78121

January 15, 2018

Re: Appointments to the CRWA Board of Managers

Dear Mr. Gregory,

Members to the Board of Managers of the Canyon Regional Water Authority are seated during the first meeting in May. As a Member Entity you are entitled to select one member to the Board of Managers to serve a **one-year term**.

Your governing body is required to act on this appointment at a meeting held in compliance with the standard procedures of your entity.

Please have your governing body make this selection prior to **May 1<sup>st</sup>, 2018**. After the selection is made, please let me know the member's name, address, and telephone numbers as soon as you can.

I have enclosed a suggested resolution for your action. I need written confirmation returned to me before your member can be seated on the Board. It is very important that I receive the confirmation before **May 1<sup>st</sup>, 2018**.

Sincerely,

A handwritten signature in cursive script that reads "Ritzie Watkins".

Ritzie Watkins

Resolution of the Governing Body of

**City of LaVernia**

Appointing to Canyon Regional Water Authority  
one member to the Board of Managers for a one year term of office  
ADOPTED \_\_\_\_\_ 2018

RESOLVED, that the Governing Body of the **City of LaVernia** has appointed

\_\_\_\_\_ to serve as their representative to the Board of Managers  
of Canyon Regional Water Authority.

RESOLVED, FURTHER, that the above named representative is authorized to represent, and act in  
behalf of, in the best interest of the above named entity in the process of maintaining and conduction of  
business of the Canyon Regional Water Authority, and to cast its vote on all issues related to the Canyon  
Regional Water Authority.

\* \* \* \* \*

CERTIFICATE OF SECRETARY

I, \_\_\_\_\_ do hereby certify that I am the Secretary of the above named  
entity and that the above and foregoing is a true, full and correct copy of a resolution duly adopted by the  
Governing Body of the above named entity at its meeting held on \_\_\_\_\_ 2018  
and entered into the Minutes of the above named entity, that the meeting was duly and regularly held in  
accordance with the Bylaws of and or laws governing the above named entity; and that such resolution  
has not been rescinded or modified.

To certify which, witness my hand and seal of said above named entity this day  
\_\_\_\_\_ 2018.

\_\_\_\_\_  
Secretary

SEAL

Resolution No. 020818-02

RESOLUTION OF THE GOVERNING BODY OF

**City of LaVernia**

APPOINTING TO CANYON REGIONAL WATER  
AUTHORITY ONE MEMBER TO THE BOARD OF  
MANAGERS FOR A TWO-YEAR TERM OF OFFICE.

ADOPTED February 8, 2018

RESOLVED, that the Governing Body of **City of LaVernia** has appointed: **David Mahula**  
to serve as their representative to the Board of Managers of Canyon Regional Water Authority.

RESOLVED. FURTHER, that the above named representative is authorized to represent, and act on  
behalf of, in the best interest of above said entity in the process of maintaining and conducting the  
business of the Canyon Regional Water Authority, and to cast its vote on all issues related to the Canyon  
Regional Water Authority.

\* \* \* \* \*

CERTIFICATE OF SECRETARY

I, **Brittani Porter**, do hereby certify that I am the Secretary of the above said entity and that the above  
and foregoing is a true, full and correct copy of the resolution duly adopted by the Members of the  
Governing Body of the above said entity at its meeting held on February 8, 2018 and entered into the  
Minutes of said entity; that the meeting was duly and regularly held in accordance with the Bylaws and or  
laws governing the said entity; and that such resolution has not been rescinded or modified.

To certify which, witness my hand and seal of said entity this day February 8, 2018

  
Secretary



**RESOLUTION NO. R020818-03**

**A RESOLUTION OF THE CITY OF LA VERNIA, TEXAS PROVIDING FOR A UPDATED INVESTMENT POLICY; REPLACING RESOLUTION NO: 022207-B DATED FEBRUARY 22, 2007.**

**WHEREAS**, the City of La Vernia, in accordance to state law, adopted by Resolution an Investment Policy for the City when it approved Resolution 022207-B on February 22, 2007; and

**WHEREAS**, the City is required to review and update its Investment Policy in accordance to Chapter 2256, Texas Government Code, as amended; and

**WHEREAS**, the City has completed its review of the Investment Policy and now wishes to amend its previously approved policy.

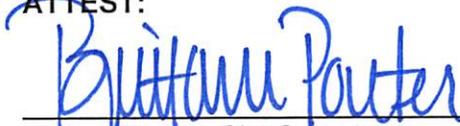
**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF LA VERNIA, TEXAS THAT:**

The Investment Policy attached hereto as Exhibit A is hereby adopted.

**PASSED AND APPROVED** this 8<sup>TH</sup> day of February 2018.

\_\_\_\_\_  
Robert Gregory, Mayor

**ATTEST:**

  
\_\_\_\_\_  
Brittan Porter, City Secretary



**APPROVED AS TO FORM:**

\_\_\_\_\_  
City Attorney's Office



**CITY OF LA VERNIA  
INVESTMENT POLICY  
February 8<sup>th</sup>, 2018**

**Policy Statement**

It is the policy of the City of La Vernia to invest public funds in a manner that obtains the optimal balance of safety, liquidity, yield and diversification, meets the daily cash flow demands of the City, and conforms to the statutes governing investment of public funds. This policy addresses the methods, procedures and practices needed to insure effective fiscal management of the City's funds.

These procedures satisfy the statutory requirements of defining and adopting a formal investment policy and comply with the provisions of the Public Funds Investment Act (PFIA) of the Texas Government Code, Chapter 2256.

**Scope**

This investment policy applies to all financial assets of the City. These funds are reported in the City's comprehensive Annual Financial Report (CAFR) and include:

- General Fund
- Special Revenue Funds
- Debt Service and Debt Reserve Funds
- Capital Projects Funds
- Enterprise Funds

All funds will be pooled for investment purposes with the exception of the following, which are managed as separately invested assets:

- Bond Funds
- Bond Reserve Funds

This policy does not govern funds managed under separate investment programs in accordance with Section 2256.004 of the PFIA. Such funds currently include:

- State Funds
- Retirement/Pension Fund
- Deferred Compensation Fund

## **Objectives**

The City shall maintain a proactive cash management program. Cash management is the process of managing monies in order to insure maximum cash availability and reasonable yield on short-term investments. Cash management includes timely collection of accounts receivable, vendor payments in accordance with invoice terms, and prudent investment of assets.

All investments shall be managed in a manner responsive to the public trust and consistent with state and local law. The City shall manage and invest its cash and assets with four major objectives: safety, liquidity, diversification and yield. [2256.005(d)]

### **1. Safety**

Safety of principal is the primary objective of the Investment Policy. The City will invest in a manner that insures the preservation of capital for the overall portfolio. The City's portfolio shall be diversified by market sector and maturity to avoid market risk and ensure safety.

### **2. Liquidity**

The City's investment portfolio shall be structured to meet all operational obligations in a timely manner. This shall be achieved by matching investment maturities with forecasted cash flow liabilities and maintaining additional liquidity for unexpected liabilities.

### **3. Diversification**

The City's portfolio shall be diversified by market sector and maturity in order to avoid market risk.

### **4. Yield**

The City's investment portfolio shall be designed to attain a market rate of return commensurate with the City's investment risk constraints and cash flow needs. The benchmark for the City's portfolio is the six month U.S. Treasury Bill; it serves as a threshold measurement on the portfolio. The investment program may seek to augment returns above this threshold consistent with risk limitations identified in the Policy.

## **Delegations of Authority**

### **1. City Council**

- A. Retains responsibility and control over all investments of City funds.
- B. Shall appoint by resolution, one or more Investment Officers responsible for the investment of City funds.
- C. Shall delegate daily operations and investment oversight to the City Administrator and Investment Officer according to PFIA and this investment policy.
- D. Shall adopt a written investment policy.
- E. Shall review the policy and its strategies not less than annually. Council shall state by resolution that it has reviewed the policy and strategies and record any changes made to it.

- F. Approves and provides for the training of Investment Officers, and City Administrator according to the requirements of PFIA.
- G. May retain the services of an Investment Advisor to assist in the review of cash flow requirements, the formulation of investment strategies, and the execution of security purchases, sales and deliveries.
- H. At least annually, Council shall review, revise and adopt a list of qualified broker/dealers authorized to engage in securities transactions with the City.
- I. At least every five years, Council shall select a City Depository in accordance with Texas Government Code 105.017.

## 2. City Administrator

- A. Serves as the City's Primary Investment Officer.
- B. Shall develop and maintain internal controls in accordance with section 7 of this Policy.
- C. Shall develop and maintain a comprehensive cash flow analysis for all of the City's fund types. The purposes will be to determine liquidity needs and the available funds for investing. The summarized cash flow analysis report will be provided to the City Council on a quarterly basis.
- D. Shall routinely monitor the contents of the investment portfolio, the available markets and the relative values of competing instruments, and shall adjust the investment portfolio accordingly, keeping in mind the overall objectives of the investments.

## 3. Investment Officers

- A. Shall establish written procedures for the operation of the investment program consistent with the Investment Policy.
- B. Not less than quarterly, and in a timely manner, the Investment Officers shall prepare, sign and submit to the Council a written report of investment transactions for all funds. Reports shall be written according to PFIA 2256.023.
- C. Are solely authorized to invest City funds. No person may engage in an investment transaction except as provided under the terms of this Policy.

## **Prudence**

The standard of prudence to be applied to all City investments shall be the "prudent person" rule, which states:

"Investments shall be made with judgment and care, under prevailing circumstances, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived."

In determining whether an investment officer has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration the investment of all funds under the City's control, over which the officer has responsibility rather than a consideration as to the prudence of a single investment.

The Investment Officer, acting in accordance with written procedures and exercising due diligence, shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

### **Conflicts of Interest**

Investment Officers involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program or which could impair the ability to make impartial investment decisions.

Investment Officers must file a disclosure statement with the Texas Ethics Commission and City Council if:

- A. The Investment Officer has a personal business relationship with a business organization offering to engage in an investment transaction with the City.
- B. The Officer is related within the second degree by affinity or consanguinity, as determined under Chapter 573 of the Texas Government Code, to an individual seeking to transact investment business with the City.

### **Training**

The City Administrator, Investment Officer(s) and any other as designated by Council shall attend an investment training session not less than once in a two-year period that begins on the first day of the City's fiscal year and consists of the two consecutive fiscal years after that date. Trainees shall receive not less than (10) hours of instruction relating to investment responsibilities from an independent source approved by Council.

### **Internal Controls**

The City Administrator is responsible for developing and maintaining internal controls that assure all assets are protected from loss, theft, or misuse. The internal controls shall address the following points at a minimum:

- A. Control of collusion – segregation of duties
- B. Separation of transaction authority from accounting and record keeping
- C. Custodial safekeeping
- D. Clear delegation of authority
- E. Written confirmation for all transactions
- F. Review, monitoring and maintenance of security procedures

The external auditor shall provide an annual independent review to assure compliance with state law, policies and procedures.

### **Financial Counter-Parties**

1. Documents

All financial institutions and broker/dealers who desire to transact business with the City must supply the following minimal documents:

- A. Financial Industry Regulatory (FINRA) registration and CRDN
- B. Proof of Texas State Securities registration

2. Acknowledgement

A written copy of this Investment Policy shall be presented to any counter-parties offering to engage in investment transactions with the City. Investments shall only be made with those business organizations which have provided the City with a written acknowledgment that the business has:

- A. Received and reviewed the City's Investment Policy
- B. Implemented reasonable procedures and controls to preclude unauthorized investments

3. Broker/Dealer List

At least annually, Council shall review, revise and adopt a list of qualified broker/dealers authorized to engage in securities transactions with the City. No broker may be used if not on the approved broker/dealer list.

### **Competitive Bidding**

It is the intent of the City to require competitive bidding for all individual security purchases and sales except for:

- A. Transactions with money market mutual funds and local government investment pools (which are deemed to be made at prevailing market rates)
- B. Treasury and agency securities purchased at issue through an approved broker/dealer or financial institution
- C. Automatic overnight sweep transactions with the City Depository
- D. Fully insured certificates of deposit placed in accordance with the conditions of the PFIA

The Investment Officer(s) shall solicit at least three bids for all other transactions involving individual securities.

## **Investment Strategy**

The city maintains one commingled portfolio for investment purposes which incorporates the specific investment strategy considerations and the unique characteristics of the fund groups represented in the portfolio.

The City intends to match investments with anticipated cash flow requirements of the City. In no case will the average maturity of the portfolio exceed 12 months. The weighted average of any single investment shall not exceed two years. This dollar-weighted average maturity will be calculated using the stated final maturity dates of each security.

The City shall pursue a conservative portfolio management strategy that emphasizes low credit risk, diversification and liquidity. The City intends to concentrate its investments in shorter-term securities to limit risk from interest rate changes. The city may only invest in the authorized investments in Section 11 of this Policy.

The City's policy is to hold securities to maturity. However, securities may be sold:

- A. To minimize the potential loss of principal on a security whose credit quality has declined
- B. To reposition the portfolio to improve the quality, yield or target duration
- C. To meet unanticipated liquidity needs of the portfolio

The City calls for the use of investment pools as a primary source of diversification and a supplemental source of liquidity. Funds that may be needed on a short-term basis but that are in excess of the amount maintained at the depository bank are available for deposit in investment pools.

Proceeds from the sale of general obligation bonds or certificates of obligation will be segregated from the other investments of the City. The basic intent is to match the availability of funds to the cash requirements of the capital projects.

## **Authorized Investments**

1. The City may only invest in the following instruments:

- A. Obligations of the United States Government, its agencies and instrumentalities with a remaining stated maximum maturity of (2) years, to exclude mortgage backed securities.
- B. Obligations of any state or political subdivisions of a state rated A or better by a nationally recognized rating agency, not to exceed one year.
- C. A certificate of deposit, or share certificate, issued by a depository institution that has its main office or a branch office in Texas. Certificates must be fully insured by the Federal Deposit Insurance Corporation (FDIC) or the National Credit Union Share Insurance Fund.
- D. A brokered certificate of deposit from a depository institution that has its main office or a branch office in the state of Texas and is selected from a list

adopted by the Council. The full amount of each certificate must be fully insured by the FDIC. Maturity shall not exceed one year.

- E. Fully collateralized repurchase agreements that have a defined termination date and are secured by obligations of the United States or its agencies and instrumentalities. The securities purchased by the City must be pledged to the City, held in the City's name, and deposited at the time the investment is made with the City's custodial bank. Repurchase agreements can only be placed through primary government securities dealers or financial institutions doing business in Texas. The maximum term for repurchase agreement is (90) days from the date the reverse security repurchase agreement are delivered. Securities held as collateral must not mature later than the agreement's expiration date.
- F. A no-load money market mutual fund that is registered with, and regulated by, the Securities and Exchange Commission, and provides the investing entity with a prospectus and other information required by the Securities Exchange Act of 1934 or the Investment Company Act of 1940. The fund must include in its investment objectives the maintenance of a stable net asset value of \$1 for each share and have a dollar-weighted average stated maturity of (90) days or fewer.
- G. Local Government Investment Pools that are AAA-rated and maintain a constant-dollar value. Pool(s) must be authorized by Council and meet the requirements of the PFIA section 2256.016.

2. The City shall not invest in:

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

3. Investment Officers may restrict or prohibit the purchase of specific issues due to current market conditions. An investment that requires a minimum rating under this section does not qualify as an authorized investment during the period the investment does not have the minimum rating. The City shall take all prudent measures consistent with PFIA to liquidate an investment that does not have the minimum required rating. Ratings shall be monitored using nationally recognized financial information sources.

### **Diversification**

The city recognizes that investment risk can result from issuer defaults, market price changes, or various technical complications leading to temporary illiquidity. The City's investment pool will

be diversified to limit investment risk by observing the maximum limitations at the time of purchase as listed below:

<u>Investment Type</u>	<u>Portfolio Maximum</u>
US Obligations	100%
US Agencies/Instrumentalities	75%
From any one issuer	25%
Certificates of Deposit	25%
From any on bank	10%
Repurchase Agreements	20%
Flex in CIP Funds	100%
Local Government Investment Pools	100%
Percent ownership	10%
Money Market Funds	25%
Percent ownership	10%
Brokered CD Securities	25%
From any one bank	\$250,000

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

**Collateralization**

All City time and demand deposits shall be secured above full coverage by pledged collateral in accordance with Chapter 2257, Government Code (Public Funds Collateral Act) and the Financial Institutions Reform, Recovery, and Enforcement Act of 1989 (FIRREA). In order to anticipate market changes and provide a level of security for all funds, collateral will be maintained and held by the depository at 102% of market value of principal and accrued interest on the deposits.

The City Administrator must approve the collateral prior to its pledging; they reserve the right to reject any form of collateral. Financial institutions serving as City depositories will be required to sign a Depository Agreement with the City which details securities that can serve as eligible collateral, collateralization ratios, standards for collateral custody and control, collateral valuation, rights of substitution and conditions for agreement termination. It is the responsibility of the bank to monitor collateral margins on a daily basis.

The City shall accept only the following securities as collateral for time and demand deposits or repurchase agreements:

- A. Cash
- B. Surety Bonds

- C. FDIC insurance coverage
- D. Letters of Credit issued by Federal Home Loan Banks (FHLB)
- E. Obligations of the United States, its agencies or instrumentalities, including mortgage backed securities and Collateralized Mortgage Obligations (CMO) which pass the bank test.
- F. Obligations, the principal and interest on which, are guaranteed or insured by the State of Texas or other US states rated A or better by a national credit agency.
- G. Obligations of other states or of a county, city or other political subdivision of a state having been rated as investment grade by a national credit agency.

**Safekeeping and Custody**

Collateral pledged to secure deposits shall be held by an independent third party institution in accordance with a safekeeping agreement signed by authorized representatives of the City, the Depository, and the custodian (with the exception of the Federal Reserve as Custodian). All collateral shall be subject to audit and inspection by the City and the City's auditor.

All securities transactions, except local government investment pool and money market mutual fund transactions shall be conducted on a delivery versus payment (DVP) basis. Investment and collateral securities will be held by a third party custodian designated by the City, and be pledged to the City, as evidenced by safekeeping receipts of the institution where the securities are deposited.

**Reporting**

The Investment Officers shall submit a joint investment report to Council no less than quarterly, and on a timely basis. Market prices for the calculation of market value will be obtained from nationally recognized sources such as The Wall Street Journal or Bloomberg. The report shall be prepared in accordance with the requirements of the PFIA, 2256.023.

If the City invests in other than money market mutual funds, investment pools or accounts offered by its depository bank in the form of certificates of deposit, or money market accounts or similar accounts, the reports prepared by the investment officers under this section shall be formally reviewed at least annually by an independent auditor, and the result of the review shall be reported to Council by that auditor.

**CITY OF LA VERNIA**  
**RESOLUTION 020818-04**

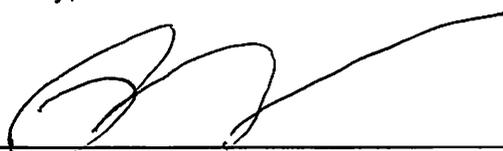
**WHEREAS**, The **City of La Vernia** finds it in the best interest of the citizens of La Vernia that the La Vernia PD Equipment Replacement Project be operated for the year of 2017-2018 and

**WHEREAS**, the **City of La Vernia** agrees that in the event of loss or misuse of the Office of the Governor funds, the **City of La Vernia** assures that the funds will be returned to the Office of the Governor in full.

**WHEREAS**, the **City of La Vernia** designates the **Mayor** as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

**NOW THEREFORE, BE IT RESOLVED** that the City Council approves submission of the grant application for the La Vernia PD Equipment Project to acquire a Radio Repeater, Ballistic Shields and Helmets to the Office of the Governor, Criminal Justice Division, Justice Assistance Grant Program (JAG) as the funding source.

Passed and Approved this 8<sup>th</sup> Day of February, 2018.

  
\_\_\_\_\_  
Robert Gregory, Mayor

Attest:  
  
\_\_\_\_\_  
Brittani Porter, City Secretary



Grant number: 3560901

**RESOLUTION NO. R020218-05**

**A RESOLUTION OF THE CITY OF LA VERNIA, TEXAS  
APPROVING THE CREDIT CARD USE POLICY**

**WHEREAS**, the City of La Vernia, Texas presently has business credit cards; and

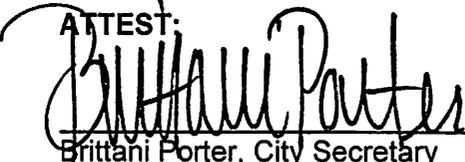
**WHEREAS**, the Finance Director has revised the policy to allow the department heads to be responsible for their department's credit card.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF LA VERNIA, TEXAS:**

That the Credit Card Policy, attached hereto as Exhibit "A", is hereby approved.

**PASSED AND ADOPTED** this 8<sup>th</sup> day of February 2018.

  
\_\_\_\_\_  
Robert Gregory, Mayor  
City of La Vernia

**ATTEST:**  
  
\_\_\_\_\_  
Brittani Porter, City Secretary  
City of La Vernia



**APPROVED AS TO FORM:**

\_\_\_\_\_  
City Attorney  
City of La Vernia

**CITY OF LA VERNIA**  
**CREDIT CARD USE POLICY**

This Credit Card Use Policy pertains to all city credit cards to include, but not limited to, bank cards, gas cards and business cards.

1. All bank credit cards issued to and in the department heads name shall be the responsibility of that department. Gas cards will be assigned to department vehicles and will be the responsibility of the department head. All credit cards shall be used for approved, City-related activities only.
2. The following departments will have an assigned bank credit card, with a monthly limit:

a. Mayor	\$ 2,500.00
b. City Administrator	\$ 5,000.00
c. City Secretary	\$ 5,000.00
d. Police Department	\$ 5,000.00
e. Public Works	\$ 7,500.00
f. Travel One	\$ 1,500.00
g. Travel Two	\$ 1,000.00
h. Accounts Payable	\$45,000.00
3. There will be a gas card located in each city vehicle and will only be used for that vehicle, unless there is an emergency that has been approved by department head or city administrator. Public works will be assigned one additional card that will be used for equipment used in the city.
4. Department heads are responsible for approving department employees' use of all credit cards
5. Bank credit card may only be used for the purchase of goods or services for only official business that meet the following criteria:
  - a. Transportation reservations and expenses (parking, taxi, airline, gas and/or emergency repairs for a City vehicle); Conference registrations
  - b. Purchases from a vendor, to include those online, that do not accept purchase orders or that the City does not already have established credit with, not to exceed \$500.00;
  - c. Purchases considered an emergency and necessary to conduct a City Operation. These must be pre-approved by the Department Head/City Administrator.
6. Employees using the credit card are responsible for notifying vendors or merchants that the credit card transactions should be tax-exempt from sales tax. (Tax Id # 74-1614545).
7. Itemized receipts will need to be coded and turned into Accounts Payable after each purchase. Failure to turn in receipts may result in the charges being deemed unrelated or unsubstantiated. The department head shall be responsible for any unsubstantiated or unrelated purchases.

8. The department head is responsible for contacting the vendor when supplies purchased with the credit card are not acceptable (incorrect order, damages, etc.) and for arranging a return for credit or exchange.
9. Finance is responsible for administration of the cards to include, but not limited to: selection of card provider, payment of credit card bills, and ensuring proper use.
10. Finance will reconcile all expenses made with the credit cards on a monthly basis to the online credit card site or bill.
11. The City Administrator will disallow use of assigned City credit card for violation or misuse of the credit card in accordance with this policy.
12. Any exceptions to this policy must be submitted to the City Administrator in writing for pre-approval.

# City of La Vernia Credit Card User Agreement

Requirements for use of a Municipal Credit Card:

1. The credit card is to be used only to make purchases at the request of, and for the legitimate business benefit of, the City of La Vernia, Texas.
  
2. The credit card must be used in accordance with the provisions of the Credit Card Policy established by the City of La Vernia.
  
3. Violations of these requirements may result in revocation of use privileges. Employees found to have used the credit card inappropriately will be required to reimburse the City of La Vernia for all costs associated with such improper use through direct payment or payroll deduction. Disciplinary action(s) may be taken per the Credit Card Policy, up to and including termination. The City of La Vernia will investigate and commence, in appropriate cases, criminal prosecution against any employee found to have misused the credit card or who violates the provisions of the cardholder agreement.

Type of Credit Card: \_\_\_\_\_

Credit Card Department: \_\_\_\_\_

Received by: \_\_\_\_\_  
Name (Please Print)

I acknowledge receipt of the attached Credit Card Policy and agree to abide by said Policy.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

*(Below, For Finance Department Use Only)*

### Credit Card Returned

Authorized Signature: \_\_\_\_\_

Date: \_\_\_\_\_

# V&Y Paving & Sealing LLC.

A FULL SERVICE PAVING CO.

**45 YEARS EXPERIENCE**

PENETRATION PAVING, PAVEMENT RECYCLING, ROAD CONSTRUCTION, SOIL STABILIZATION,  
SEAL COATING HOT MIX ASPHALT DIRT WORK

543 N. Loop Dr.

Blanco, TX 78606

(830) 285-0327

[pavingestimates830@gmail.com](mailto:pavingestimates830@gmail.com)

To City of La Vernia,

January 18, 2018

Mr. Robert Gregory,

Mayor

PO Box 225

102 E Chihuahua Street

La Vernia, TX 78121

Thank you for giving me the opportunity to put the 2<sup>nd</sup> layer on your streets. I have enclosed the proposal, as you can see we will honor the price set up last year. According to the proposal I will add the second layer when the weather is right. If I am able to get the second coat applied early, it will allow the asphalt time to cure before the weather gets too hot. This will reduce tracking and bleeding of the asphalt.

Please look at our website, [v-ypaving.com](http://v-ypaving.com), which includes pictures of our 2017 jobs done on your streets.



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**543 N. Loop Dr.**

**Blanco, TX 78606**

**(830) 285-0327**

[pavingestimates830@gmail.com](mailto:pavingestimates830@gmail.com)

*January 18, 2018*

## **Proposal for Chip Sealing Second Layer for the Following Streets**

- ❖ *Boeck Street*
- ❖ *McCoy Street*
- ❖ *Kingsdale Street*
- ❖ *Crews Street*
- ❖ *Mulberry Street*

- Sweep up loose gravel from last year seal coat
- Install second course chip and seal to above mentioned streets. Install second course chip and seal paving using CRS-2 or equivalent at a rate of .35 gallons per square yard. Cover with # 5 Trap Rock. Roll and compact.
- Any repair if needed

**121,299 SQFT = \$48,519.00**

Adding second layer of chip and seal will lengthen the job life to 8-10 years and extend the warranty to 2 years

State warranty period:   2   years

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(830) 285-0327

[pavingestimates830@gmail.com](mailto:pavingestimates830@gmail.com)

## Special Terms

- Grass and weed control will be the responsibility of the owner
- Striping not included
- Owner to furnish a source of water
- Verbal notice to proceed constitutes acceptance of the above terms and conditions
- Late charges of 1.5% per month will be added to all past due invoices
- The above bid includes our complete scope of work
- Any items not listed that need to be performed will be at an additional charge
- There will be some loose gravel after the chip seal process is completed. The gravel should remain on the surface until the asphalt is cured. The gravel can then be swept off. The cost of sweeping the gravel is NOT included in this bid.
- This bid does not include bonding or permits of any kind
- Signature of the contractor and the property owner, or designation agent, indicates agreement and acceptance of the terms and conditions presented above
- Workmanship on this job will be guaranteed for a period of 2 year
- Terms of Payment: Progress Payments for mobilization and materials
- Final Payment due upon completion

V&Y PAVING & SEALING



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CHARLES CUMMINGS  
Printed Name

1-18-18  
Date

ACCEPTANCE

---

Approval Signature and Title

---

Printed Name

---

Date