



City of Garden Ridge

"A way of life, not just a place to live"

AGENDA CITY COUNCIL REGULAR MEETING WEDNESDAY, MARCH 2, 2022, 6:00 P.M.

The Garden Ridge City Council will meet in a regular session on Wednesday, March 2, 2022, at 6:00 p.m. in the City Council Chambers, 9400 Municipal Parkway, Garden Ridge, Texas. This is an open meeting, open to the public, subject to the Open Meetings Law of the State of Texas, and as required by law, notice is hereby posted providing time, place, date, and agenda thereof. The meeting facility is wheelchair accessible and accessible parking spaces are provided. Requests for accommodations or interpretative services must be made to the City Secretary 48 hours prior to this meeting.

1. Call to Order

2. Roll Call

3. Pledge of Allegiance

4. City/Employee Recognitions/Employee Introductions

- a) Introduction of Officer Wang.
- b) Thank you note from Bourke and Merlyn Corcoran to the City of Garden Ridge Library.
- c) Recognition of Employee Service Years with the City of Garden Ridge.

5. TxDOT Update/Discussion-Area Engineer Will Lockett

6. Citizen Comment Period – limited to 30 minutes total

Rules for Citizens' Participation: The City Council welcomes citizen participation and comments at all City Council Meetings. If you speak, you must follow these guidelines:

- a) Respect and courtesy:
 1. Direct your comments to the entire City Council, not to an individual member, nor to the audience.
 2. Show the City Council the same respect that you would like to be shown.
 3. End your speaking at the time allotted below.
- b) Speaking:
 1. First citizen comment period.
 - 1.1. You are required to sign up to speak and you are limited to one 3-minute period.
 2. Second citizen comment period.
 - 2.1. You are not required to sign up and you are limited to one 2-minute period.
 3. State your name and address before your comments begin.
 4. You are only allowed to speak once per topic, unless also speaking during a posted Public Hearing.

NOTE: The Texas Open Meetings Act permits a member of the public or a member of the governmental body to raise a subject that has not been included in the notice for the meeting. However, any discussion of the subject must be limited to a proposal to place the subject on the agenda for a future meeting and any response to a question posed to the City Council is limited to either a statement of specific factual information or a recitation of existing policy. TEX. GOV'T CODE § 551.042.

7. Consent Agenda

THESE ITEMS MAY BE ACTED UPON IN A SINGLE MOTION. NO SEPARATE DISCUSSION OR ACTION ON THESE ITEMS WILL BE HELD UNLESS REQUESTED BY A COUNCILMEMBER. PUBLIC COMMENT ON THESE ITEMS MAY BE HEARD DURING CITIZENS' PARTICIPATION; HOWEVER, THAT DOES NOT MEAN THE ITEM WILL BE CONSIDERED OUTSIDE THE CONSENT AGENDA.

- a) Approval of Minutes for the February 2, 2022, City Council Regular Meeting.
- b) Financial Statement, Summary Report, and Management's Discussion and Analysis of Results of Operations – January 31, 2022.
- c) Destruction of City records in accordance with the City of Garden Ridge Records Retention Plan.

8. Staff Reports

- a) City Administrator Monthly Activity Report.
 - Community and Event Center usage/financial report, Building Permits issued to date for residential, commercial, and minor construction projects, City Council ideas/suggestions, communication efforts, citizen concern/input, upcoming events, personnel updates, and continuity of operations.
- b) Finance/HR Monthly Activity Report.
 - Financial reporting, audits, employee benefits, communication efforts, upcoming events, personnel updates, and continuity of operations.
- c) City Secretary Monthly Activity Report.
 - Administrative operations and projects, records management, communication efforts, citizen concern/input, upcoming events, personnel updates, and continuity of operations.
- d) Police Department Monthly Activity Report.
 - Traffic/code compliance enforcement, criminal activity, upcoming events, and continuity of operations.
- e) Public Works Department Monthly Activity Report.
 - Public Facilities: Street/right-of-way maintenance, drainage facility/easement maintenance, City facilities maintenance, Animal Services (domestic and wild), projects, and continuity of operations.
 - Utilities: Water pumping/usage from City wells, system infrastructure maintenance/repairs/projects, leak adjustments, water/drought management, and continuity of operations.
- f) Library Monthly Activity Report.
 - Upcoming events and continuity of operations.

9. City Engineer Projects Status Reports

- a) FM 2252 TxDOT Project.
- b) Land Development Projects.

10. City Commission and Committee Reports/Recommendations/Possible Actions

- a) Planning and Zoning Commission:
 - 1. Receive recommendation regarding petition by Michael Domgard for a variance to Ordinance No. 13-122018, Section 5, Residential, 5.1.2.5.2. to allow a fifty-four (54) percent impervious cover limit on property located at 9620 Trophy Oaks Dr. for the construction of a pool with outdoor kitchen, pool house, and garage/shop. The 0.8180 acre property is further known as Lot 38, Block 2, Trophy Oaks Subdivision, Garden Ridge, Texas. Impervious cover limit in Single Family Dwelling (R) District is thirty-five (35) percent of the lot area.
 - 1.1. Hold a public hearing.
 - 1.2. Discuss and take action on recommendation.
 - 2. Receive recommendation regarding the appointment of Michael Crow to the Planning and Zoning Commission Place 5 with term expiring September 30, 2023.
 - 2.1. Discuss and take action on recommendation.
 - 3. Receive monthly activity update as applicable.
- b) Quarry Commission:
 - 1. Receive monthly activity update as applicable.
- c) Water Commission:
 - 1. Receive recommendation regarding the amount of Transferable Water Rights for proposed Pensionmark Office Center development.
 - 1.1. Discuss and take action on recommendation.
 - 2. Receive monthly activity update as applicable.
- d) Wildlife Management Advisory Commission:
 - 1. Receive monthly activity update as applicable.

- e) Parks Committee:
 - 1. Receive monthly activity update as applicable.
- f) *Volunteer Garden Ridge!*
 - 1. Receive monthly activity update as applicable.

11. Approvals and Authorizations

The following items are for discussion, consideration, and action.

- a) Texas State-Wide Opioid Settlement Agreements.
- b) Emergency Preparedness and After-Action Update.
- c) City of Garden Ridge Logo.
- d) City of Garden Ridge 50th Anniversary.

12. Updates

- a) City Council Projects.
 - 1. Bulk Dumpsters/Brush along FM 3009 (Valdez).

13. Discussion of Future Agenda Items

14. Citizen Comment Period – limited to 20 minutes total

See “Rules for Citizens’ Participation” under Item 6.

15. Reports and Comments from Mayor and City Councilmembers

The Mayor and/or City Councilmembers may comment, make general announcements, and/or provide progress reports on events, activities and/or committees/board meetings concerning the following:

Alamo Area Metropolitan Planning Organization
Boy Scouts and/or Girl Scouts
City of Garden Ridge sponsored events and outreach efforts
Comal ISD (Garden Ridge Elementary School/Danville Middle School/Davenport High School)
Counties (Bexar/Comal/Guadalupe)
Families of Garden Ridge
Garden Ridge Lions Club and Garden Ridge Women’s Club
Garden Ridge Citizen Police Academy Alumni Association/Citizen Patrol
Greater Bexar County Council of Cities
Northeast Partnership

16. Executive Session

The City Council will recess its open meeting and reconvene in Executive Session:

- a) Pursuant to Texas Government Code Section 551.071(1) and 551.071(2) – Consultation with Attorney and 551.072 – Deliberations About Real Property.
 - 1. To deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person and legal advice on same: property acquisition for city complex/building project and related matters.
 - 2. To receive legal advice regarding proposed revisions to Ordinance No. 210 and any potential liability issues.
 - 3. A matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Texas Government Code Chapter 551 regarding computer/data breach (Mayor’s Access & PC) and related investigation.

17. Business Items

The City Council will reconvene into Regular Session upon conclusion of the Executive Session and may recall any item posted for Executive Session for action, as necessary.

18. Adjournment

AGENDA NOTICES:

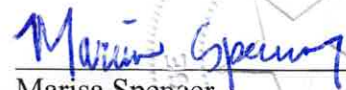
Decorum Required: Any disruptive behavior, including shouting or derogatory statements or comments may be ruled out of order by the Presiding Officer. Continuation of this type of behavior could result in a request by the Presiding Officer that the individual leave the meeting, and if refused, an order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

Action by Council Authorized: The Council may vote or act upon any item within this Agenda. The Council reserves the right to adjourn into closed session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Title 5, Chapter 551, of the Texas Government Code.

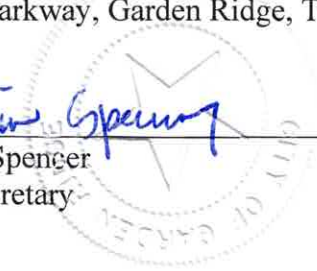
Executive Sessions Authorized: This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

Attendance By Other Elected or Appointed Officials: It is anticipated that members of the other city boards, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the City Council, other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action are specifically provided for on an agenda for that board, commission, or committee subject to the Texas Open Meetings Act.

This is to certify that I, Marisa Spencer, posted this Agenda at 1:00 p.m. on February 25, 2022, on the bulletin board located at the entrance to Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas.



Marisa Spencer
City Secretary





A VALENTINE THANK YOU

Thank you to Garden Ridge for establishing and funding our very own city library. Thank you to Linda and Wendy for managing and maintaining such a tidy, warm and welcoming atmosphere with so many activities. Thank you to the volunteers who shelve and check out and make the library a better place. And thank you to the patrons who donate their books -- you have great taste!

Bourke & Wendy Corcoran



City of Garden Ridge

"A way of life, not just a place to live"

MINUTES CITY COUNCIL REGULAR MEETING WEDNESDAY, FEBRUARY 2, 2022, 6:00 P.M.

Councilmembers Present:

Mayor Robb Erickson
Mayor Pro-Tem Lisa Swint
Councilmember John McCaw
Councilmember Jesse Valdez
Councilmember Todd Arvidson
Councilmember Kay Bower

Councilmembers Absent:

None

City Staff Present:

Nancy Cain, City Administrator
Marisa Spencer, City Secretary
Kat Balbi, Assistant City Secretary/Communications Specialist
Karen Ford, Finance/HR Director
Ron Eberhardt, Police Chief
Steven Steinmetz, Public Works Director
Linda Crosland, Librarian
Cynthia Trevino, City Attorney

City Commissioners Present:

Karen Diaz, Chair, Planning and Zoning Commission
Jim Mueller, Chair, Water Commission

1. Call to Order

With a quorum of the City Councilmembers present, Mayor Erickson called the regular meeting of the Garden Ridge City Council to order at 6:00 p.m. on Wednesday, February 2, 2022, in the City Council Chambers of the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas 78266.

2. Roll Call: See above.

3. Pledge of Allegiance: Mayor Erickson led the Pledge of Allegiance and the Texas Pledge.

4. Proclamations

a) Teen Dating Violence Awareness Month

Mayor Erickson presented a Proclamation to the Crisis Center of Comal County declaring the month of February as Teen Dating Violence Awareness Month.

5. City/Employee Recognitions/Employee Introductions

a) Thank you note from The Baruckys to the City of Garden Ridge.

City Administrator Nancy Cain stated a thank you note was received from The Baruckys to the City of Garden Ridge for providing great water.

b) Thank you note from Mr. Park to Public Facilities Representative Ryan Fergason.

City Administrator Nancy Cain stated a thank you note was received from Mr. Park to Public Facilities Representative Ryan Fergason for his professionalism and careful assistance in removing a skunk from his pool.

c) Recognition of Employee Service Years with the City of Garden Ridge.

City Administrator Nancy Cain recognized employees with February anniversary dates for their hard work, dedication, and tenure with the City. This recognition included: Officer Holly McKay-6 years of service.

d) Small Town America Civic Volunteer Award.

Mayor Erickson spoke regarding the Small Town America Civic Volunteer Award. He stated City Staff submitted a nomination detailing the work of the City of Garden Ridge Library Volunteers and announced they were chosen as a Top 100 National Award Winner for Outstanding Civic Volunteerism. Mayor Erickson presented the Certificate of National Recognition to the City of Garden Ridge Library and thanked Librarian Linda Crosland for her exceptional leadership.

Librarian Linda Crosland spoke regarding the City of Garden Ridge Library Volunteers and thanked them for their continued hard work and dedication to serving the City.

6. Citizen Comment Period: No one signed up to speak.

7. Consent Agenda

THESE ITEMS MAY BE ACTED UPON IN A SINGLE MOTION. NO SEPARATE DISCUSSION OR ACTION ON THESE ITEMS WILL BE HELD UNLESS REQUESTED BY A COUNCILMEMBER. PUBLIC COMMENT ON THESE ITEMS MAY BE HEARD DURING CITIZENS' PARTICIPATION; HOWEVER, THAT DOES NOT MEAN THE ITEM WILL BE CONSIDERED OUTSIDE THE CONSENT AGENDA.

a) Approval of Minutes for the January 5, 2022, City Council Regular Meeting.

b) Financial Statement, Summary Report, and Management's Discussion and Analysis of Results of Operations – December 31, 2021.

c) 2021 Garden Ridge Police Department Racial Profiling Report.

d) Destruction of City records in accordance with the City of Garden Ridge Records Retention Plan.

Motion: A motion was made by Councilmember Bower, seconded by Councilmember McCaw, to approve Consent Agenda items a)-d). The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

8. Approvals and Authorizations

The following items are for discussion, consideration, and action.

a) Fiscal Year 2021 Audit Report (period ending September 30, 2021).

Debbie Fraser reviewed the Fiscal Year 2021 Audit Report and addressed questions from Councilmembers. The City Council thanked Finance/HR Director Karen Ford for her detailed efforts regarding the audit.

Motion: A motion was made by Councilmember McCaw, seconded by Mayor Pro-Tem Swint, to approve the Fiscal Year 2021 Audit Report (period ending September 30, 2021). The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

b) Ordinance No. 231-022022 An Ordinance of the City Council of the City of Garden Ridge, Texas, to order a General Election on May 7, 2022, for the purpose of electing City Councilmember Place One, City Councilmember Place Four, and City Councilmember Place Five; making provisions for the conduct of such election; and resolving other matters related to the conduct of such election.

City Secretary Marisa Spencer reviewed Ordinance No. 231 and addressed questions from Councilmembers.

Motion: A motion was made by Councilmember Bower, seconded by Councilmember Valdez, to approve Ordinance No. 231-022022 An Ordinance of the City Council of the City of Garden Ridge, Texas, to order a General Election on May 7, 2022, for the purpose of electing City Councilmember Place One, City Councilmember Place Four, and City Councilmember Place Five; making provisions for the conduct of such election; and resolving other matters related to the conduct of such election. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

9. Staff Reports

a) City Administrator Monthly Activity Report.

City Administrator Nancy Cain spoke regarding new water rates going into effect and provided City Council with an update regarding winter weather preparations.

Mayor Erickson spoke regarding First Friday and the City Council agreed by consensus to cancel February First Friday due to the forecasted weather conditions.

b) Finance/HR Monthly Activity Report.

Finance/HR Director Karen Ford provided City Council with an update regarding conducting interviews for the Finance/HR Director position.

c) City Secretary Monthly Activity Report.

City Secretary Marisa Spencer reviewed the monthly activity report and spoke regarding continuity of operations related to the Administrative Department.

d) Police Department Monthly Activity Report.

Chief Eberhardt reviewed the monthly activity report and spoke regarding continuity of operations related to the Police Department.

e) Public Works Department Monthly Activity Report.

Public Works Director Steven Steinmetz reviewed the monthly activity report and spoke regarding continuity of operations related to the Public Works Department.

f) Library Monthly Activity Report.

Librarian Linda Crosland reviewed the monthly activity report and spoke regarding continuity of operations related to the Library.

10. City Engineer Projects Status Reports

City Engineer Sam Johnson reviewed the Trihydro Engineering Report and spoke regarding the FM 2252 TxDOT Project and Land Development Projects.

11. City Commission and Committee Reports/Recommendations/Possible Actions

a) Planning and Zoning Commission:

- 1. Receive recommendation regarding petition by Brenda L. Elliott for a variance to Ordinance No. 13-122018, Section 5, Residential, 5.1.3.4. to allow the parking of a Recreational Vehicle (RV) in a portion of a driveway within the exterior side yard of the property at 9404 Azalea Gate, further known as Lot 4, Block 2, Garden Ridge Estates, Garden Ridge, Texas. Parking of an RV is only allowed in rear or interior side yards.**

Chair Diaz spoke regarding the petition and stated the Commission recommends denial of the petition by Brenda Elliott for a variance to Ordinance No. 13-122018, Section 5, Residential, 5.1.3.4. to allow the parking of a Recreational Vehicle in a portion of a driveway within the exterior side yard of the property at 9404 Azalea Gate.

1.1. Hold a public hearing.

Mayor Erickson opened the public hearing at 6:56 p.m.

Two (2) citizens spoke regarding the petition and City Secretary Marisa Spencer read four (4) written comments submitted.

Mayor Erickson closed the public hearing at 7:05 p.m.

1.2. Discuss and take action on recommendation.

Motion: A motion was made by Councilmember McCaw, seconded by Mayor Pro-Tem Swint, to approve the Planning and Zoning Commission's recommendation and deny the petition by Brenda L. Elliott for a variance to Ordinance No. 13-122018, Section 5, Residential, 5.1.3.4. to allow the parking of a Recreational Vehicle (RV) in a portion of a driveway within the exterior side yard of the property at 9404 Azalea Gate, further known as Lot 4, Block 2, Garden Ridge Estates, Garden Ridge, Texas. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

2. Receive recommendation regarding Final Plat for Pensionmark Office Center located approximately 440 feet southwest of the intersection of Nacogdoches Road (FM 2252) and Nacogdoches Loop (Old Nacogdoches Road).

Chair Diaz spoke regarding the Final Plat for Pensionmark Office Center and stated the Commission recommends approval of the Final Plat for Pensionmark Office Center.

2.1. Discuss and take action on recommendation.

Motion: A motion was made by Councilmember Bower, seconded by Councilmember Valdez, to approve the Planning and Zoning Commission's recommendation and approve the Final Plat for Pensionmark Office Center located approximately 440 feet southwest of the intersection of Nacogdoches Road (FM 2252) and Nacogdoches Loop (Old Nacogdoches Road). The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

3. Receive recommendation regarding the resignation of Jesse Deaver.

Chair Diaz stated the Commission recommends approval of the resignation of Jesse Deaver from the Planning and Zoning Commission.

3.1. Discuss and take action on recommendation.

Motion: A motion was made by Mayor Pro-Tem Swint, seconded by Councilmember Arvidson, to approve the Planning and Zoning Commission's recommendation and approve the resignation of Jesse Deaver from the Planning and Zoning Commission. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

4. Receive monthly activity update as applicable.

Chair Diaz provided City Council with an update on topics discussed at the Commission's meeting.

b) Quarry Commission:

Mayor Erickson stated that a Commission representative is not in attendance this month to provide any updates.

c) Water Commission:

1. Receive recommendation regarding the amount of Transferable Water Rights for proposed Pensionmark Office Center development.

Chair Mueller stated the Commission recommends that Pensionmark Office Center transfer at minimum 8.23 acre feet of Edwards water rights to the City of Garden Ridge for Phase 1 prior to filing of the final plat for the project and transfer at minimum 12.66 acre feet of Edwards water rights to the City of Garden Ridge prior to the issuance of building permits related to Phase 2 of the project.

1.1. Discuss and take action on recommendation.

City Administrator Nancy Cain stated Pensionmark Office Center has withdrawn their application in order to reevaluate meter sizes; therefore, City Council action is not needed at this time.

2. Receive monthly activity update as applicable.

Chair Mueller provided City Council with an update on topics discussed at the Commission's meeting.

d) Wildlife Management Advisory Commission:

Mayor Erickson stated the Commission did not meet in January and there is nothing to report at this time.

e) Parks Committee:

City Administrator Nancy Cain provided City Council with an update on the Parks Committee's projects.

f) *Volunteer Garden Ridge!*

City Administrator Nancy Cain stated *Volunteer Garden Ridge!* reported 203 hours for the month of January.

12. Updates

a) City Council Projects.

1. City of Garden Ridge 50th Anniversary (Erickson and Bower).

Councilmember Bower provided updates regarding the City of Garden Ridge 50th Anniversary.

2. Bulk Dumpsters/Brush along FM 3009 (Valdez).

Councilmember Valdez spoke regarding brush scattered along FM 3009 during bulk dumpster weekends.

13. Discussion of Future Agenda Items: None at this time.

14. Citizen Comment Period: No one wished to speak.

15. Reports and Comments from Mayor and City Councilmembers

The Mayor and/or City Councilmembers may comment, make general announcements, and/or provide progress reports on events, activities and/or committees/board meetings concerning the following:

Alamo Area Metropolitan Planning Organization, Boy Scouts and/or Girl Scouts, City of Garden Ridge sponsored events and outreach efforts, Comal ISD (Garden Ridge Elementary/Danville Middle School/Davenport High School), Counties (Bexar/Comal/Guadalupe), Families of Garden Ridge, Garden Ridge Lions Club, Garden Ridge Citizen Police Academy Alumni Association/Citizen Patrol, Garden Ridge Women's Club, Greater Bexar County Council of Cities, Northeast Partnership.

Councilmember Valdez spoke regarding the GRCPAAA Annual Car Show funds being donated to the 100 Club of Comal County. Councilmember Arvidson spoke regarding Russ Sanders' volunteer service to the City and expressed condolences to his loved ones. Mayor Erickson spoke regarding Families of Garden Ridge Adopt-A-Highway Program, County/City Officials Luncheon, and Northeast Partnership.

16. Executive Session

The City Council will recess its open meeting and reconvene in Executive Session:

a) Pursuant to Texas Government Code Section 551.071(1) and 551.071(2) – Consultation with Attorney and 551.072 – Deliberations About Real Property.

- 1. To deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person and legal advice on same: wastewater utility easement acquisition and property acquisition for city building project and related matters.**
- 2. A matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Texas Government Code Chapter 551 regarding possible computer/data breach (Mayor's Access & PC) and related investigation.**

Mayor Erickson announced the City Council will recess at 7:33 p.m. and reconvene into Executive Session at 7:50 p.m., to discuss and seek legal advice on the items stated above.

Mayor Erickson adjourned the Executive Session and reconvened back into Regular Session at 9:03 p.m.

17. Business Items

The City Council will reconvene into Regular Session upon conclusion of the Executive Session and may recall any item posted for Executive Session for action, as necessary.

Motion: A motion was made by Councilmember Arvidson, seconded by Councilmember Valdez, to move that the Mayor and City Council task the City Staff and our City Attorney with drafting an ordinance defining the ethical and professional behavior and conduct of our elected officials to include mandating the smooth transition of power from one elected official to another after an election or an appointment to the position. Additionally, the ordinance will mandate a professional update briefing from the outgoing to the incoming elected official with briefing to include the status of the City of Garden Ridge, ongoing issues and topics of interest within the City, and the handover of public records, both physical and electronic, to the incoming elected official. Furthermore, in the event that a smooth transition of power does not occur, the Mayor and City Council will have the authority to censure, issue a Letter of Admonishment, and fine the elected official responsible for violating the ordinance due to their unethical and unprofessional behavior while still in office. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

18. Adjournment

Motion: A motion was made by Councilmember Bower, seconded by Mayor Pro-Tem Swint, to adjourn. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously. There being no further business, the Wednesday, February 2, 2022, City Council regular meeting was adjourned at 9:05 p.m. by Mayor Erickson.

ATTEST

Robb Erickson
Mayor

Marisa Spencer
City Secretary

CITY OF GARDEN RIDGE**MONTHLY ACCOUNT BALANCES & INTEREST RATES**

PERIOD ENDED AS OF 01/31/2022

CITY FUNDS	BALANCE	CURRENT INTEREST RATE
GF OPERATING ACCOUNT	\$ 131,250.38	0.00%
GF MONEY MARKET	3,093,359.17	0.55%
PEG CAPITAL FEES	46,478.19	0.50%
TEXPOOL INVESTMENTS	6,603.76	0.38%
SIB LOAN I&S	(10.00)	0.00%
2017 I&S	2,162.68	0.45%
2012 I&S	145,614.57	0.55%
2012 REFI	131,900.26	0.55%
2015 I&S	155,839.09	0.55%
TEXPOOL WATER IMPACT FEES	170,605.33	0.38%
TEXPOOL STREET IMPACT FEES	59,043.36	0.38%
AMERICAN RECOVERY ACCT	511,985.07	0.15%
SIB LOAN FUNDS (TXDOT)	596,093.46	0.15%
ASSET/FORFEITURE - STATE	99.21	0.00%
ASSET/FORFEITURE - FED	30,198.00	0.50%
TOTAL CITY FUNDS	\$ 5,081,222.53	

WATER FUNDS	BALANCE	CURRENT INTEREST RATE
OPERATING ACCOUNT	1,580,750.09	0.55%
WATER SURCHARGE	149,087.79	0.55%
TEXPOOL WATER INVEST	\$ 2,236.48	0.38%
TOTAL WATER FUNDS	\$ 1,732,074.36	

TOTAL ALL ACCOUNTS	\$ 6,813,296.89	
---------------------------	------------------------	--

CITY OF GARDEN RIDGE
CASH & INVESTMENTS STATEMENT
CURRENT AND YEAR TO DATE AS OF 01/31/2022

GENERAL FUND	BALANCE
GF Operational Checking	\$ 131,250.38
GF Money Market	3,093,359.17
TexPool Investments	6,603.76
Restricted Amounts	(332,301.28)
TOTAL AVAILABLE FUNDS	\$ 2,898,912.03

WATER FUND	BALANCE
Operational Checking	\$ 1,580,750.09
TexPool Water Invest	2,236.48
Water Surcharge	149,087.79
Restricted Amounts	(274,625.66)
TOTAL AVAILABLE FUNDS	\$ 1,457,448.70

CITY OF GARDEN RIDGE
STATEMENT OF ACTIVITIES
CURRENT AND YEAR TO DATE AS OF 01/31/2022

GENERAL FUND	Jan-22	YTD	FY 2021 BUDGET	% OF BUDGET	BUDGET BALANCE
REVENUES	\$ 93,949.46	\$ 1,472,825.03	\$ 3,134,286.00	47.0%	\$ 1,661,460.97
EXPENDITURES					
ADMINISTRATION	55,201.37	270,651.91	889,881.00	30.4%	619,229.09
COURT	8,740.20	33,838.39	96,600.00	35.0%	62,761.61
POLICE	118,687.02	444,238.02	1,383,375.00	32.1%	939,136.98
PUBLIC FACILITIES	47,538.39	172,821.76	601,535.00	28.7%	428,713.24
COMMUNITY CENTER	3,978.00	15,399.74	60,000.00	25.7%	44,600.26
LIBRARY	13,032.05	37,459.73	102,895.00	36.4%	65,435.27
FUND CHANGES/XFER	-	-	-	0.0%	-
TOTAL EXPENDITURES	247,177.03	974,409.55	3,134,286.00	31.1%	2,159,876.45
NET POSITION	\$ (153,227.57)	\$ 498,415.48	\$ -		\$ (498,415.48)

WATER FUND	Jan-22	YTD	FY 2021 BUDGET	% OF BUDGET	BUDGET BALANCE
REVENUES	\$ 99,402.10	\$ 478,995.91	\$ 1,893,500.00	25.3%	\$ 1,414,504.09
EXPENDITURES	133,771.89	386,122.21	1,382,555.00	27.9%	996,432.79
REVENUE +/- EXPENDITURES	(34,369.79)	92,873.70	510,945.00		418,071.30

OTHER CASH OUTFLOWS	Jan-22	YTD	FY 2021 BUDGET	% OF BUDGET	BUDGET BALANCE
BOND PRINCIPLE PAYMENTS	-	-	505,385.00	0.0%	505,385.00
XEROX LEASE PRINCIPLE PMTS	456.15	1,813.29	5,560.00	32.6%	3,746.71
TOTAL OTHER CASH OUTFLOWS	\$ 456.15	\$ 1,813.29	\$ 510,945.00		\$ 509,131.71

CITY OF GARDEN RIDGE
STATEMENT OF ACTIVITIES - COMMUNITY CENTER
PERIOD ENDED AS OF 01/31/2022

REVENUES	YTD	Budget
RENTALS	\$ 14,340.00	21,000.00
DEPOSITS	3,850.00	13,000.00
CLEAN-UP FEES	1,450.00	1,800.00
DEPOSITS REFUNDED	(3,250.00)	(10,000.00)
DONATIONS	-	-
TOTAL REVENUES	16,390.00	25,800.00
EXPENDITURES		
PAYROLL/TAXES/RETIREMENT	707.09	2,480.00
MANAGER FEES	6,131.25	18,000.00
COMPUTER/INTERNET	554.80	1,680.00
TELEPHONE	200.00	600.00
UTILITIES	2,140.10	10,820.00
MAINTENANCE	-	8,000.00
SUPPLIES	622.66	1,200.00
CLEANING	1,620.00	5,720.00
EQUIPMENT	173.84	500.00
MARKETING	-	1,000.00
DONATION EXPENDITURES	-	-
FACILITY ENHANCEMENTS	-	-
TOTAL EXPENDITURES	12,149.74	50,000.00
NET POSITION	\$ 4,240.26	\$ (24,200.00)

Management's Discussion and Analysis of Results of Operations – January 2022

GENERAL FUND

Cash

Total available funds as of January 31, 2022, are \$2,898.9k.

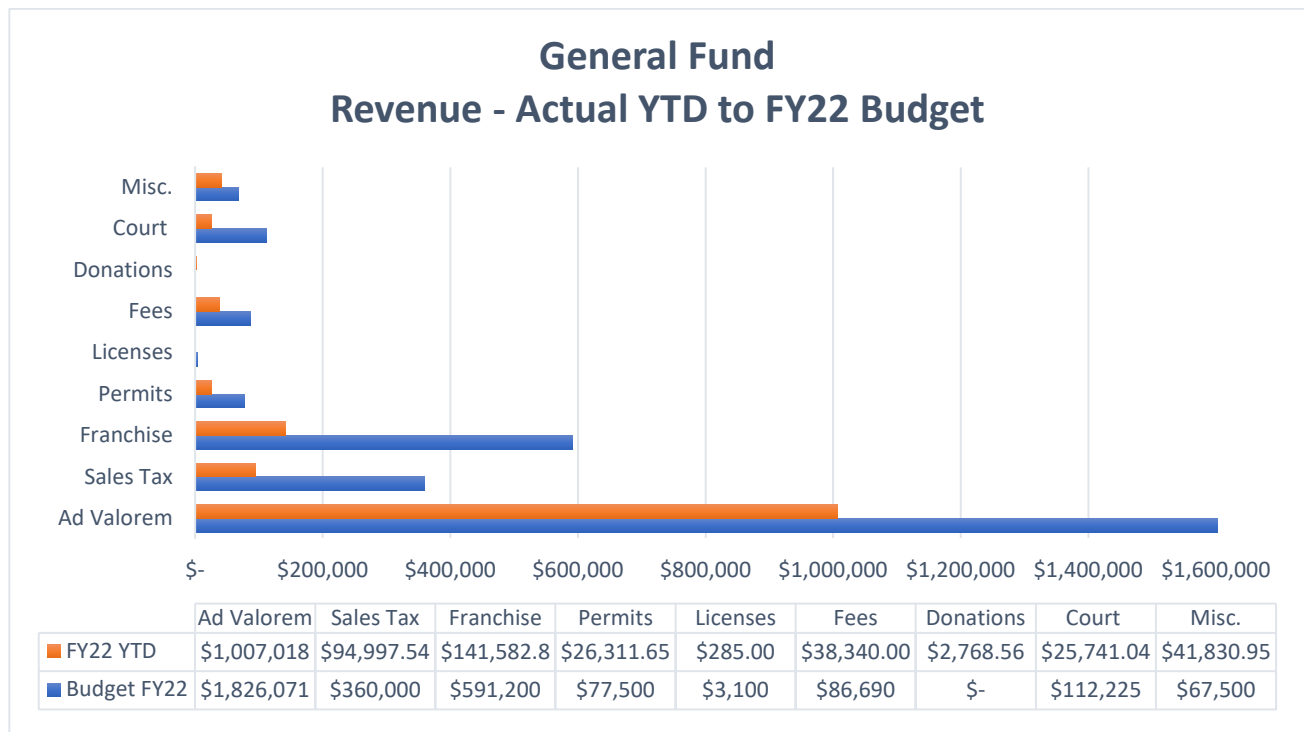
Revenue

Ad Valorem Tax received for January totals \$0.00k, due to a county reporting delay. January Ad Valorem will be reported on the February financial statements. YTD collections total \$1001.4k or 55.1% of the FY22 budget of \$1.818.1k

Sales Tax Revenue YTD totals \$146.6k or 40.7% of the \$360.0k budgeted for FY22.

Annual Building Permits revenue totals \$29.9k or 39.9% of the \$75k budgeted for FY22.

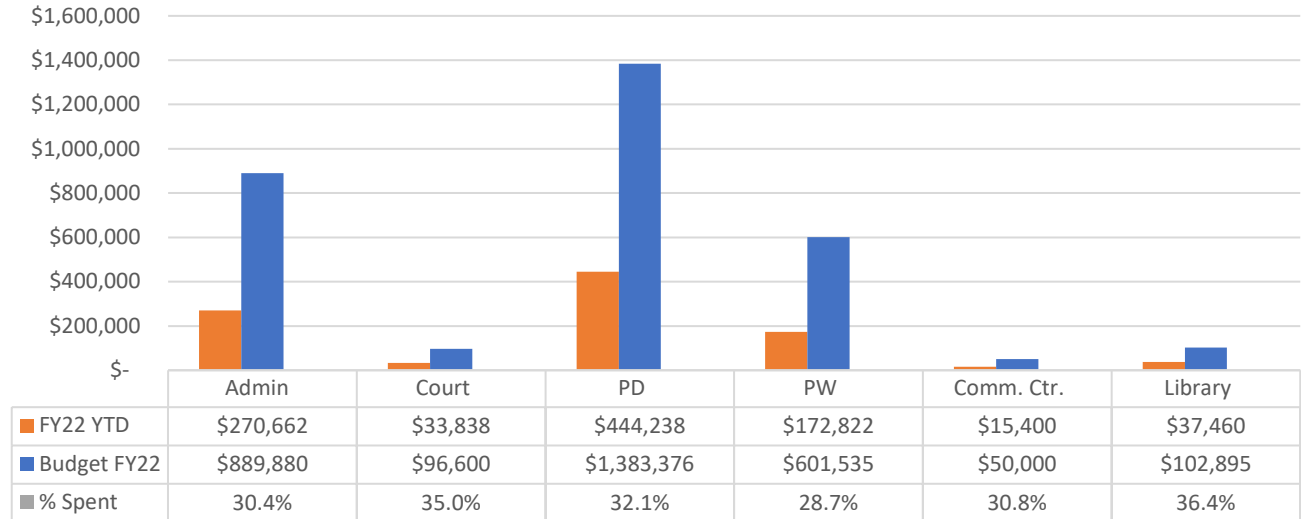
Trash Collections YTD total \$27.1k or 33% of the \$82k budgeted for FY22.



Expenditures

All departments are operating within the FY22 budget.

General Fund Expenditures - Actual YTD to FY22 Budget



WATER FUND

Meters

Current meters for January 2022 total 1678 vs 1668 for January 2021.

Cash

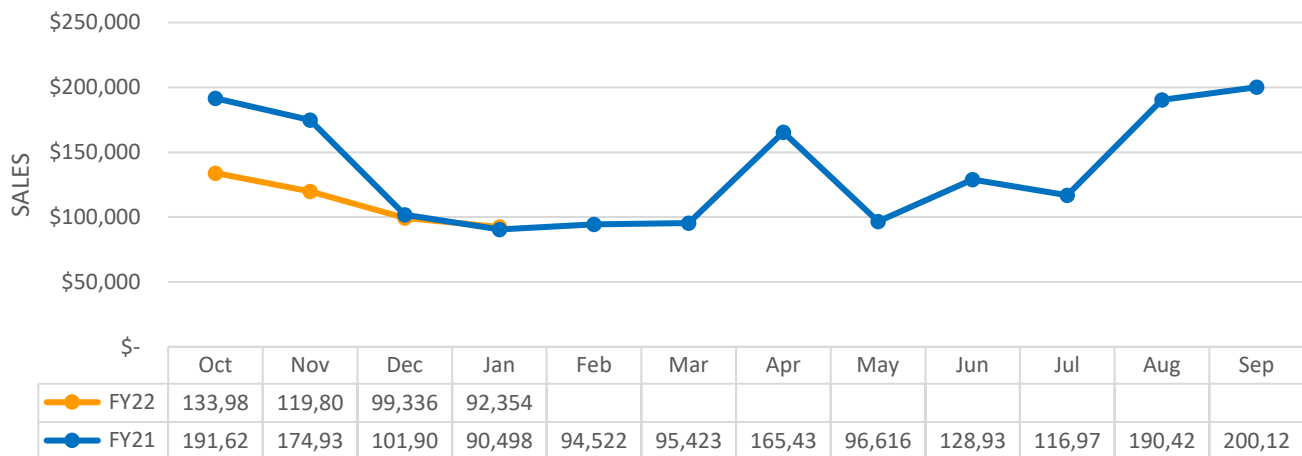
Total available funds as of January 31, 2022, are \$1,457.4k.

Revenue

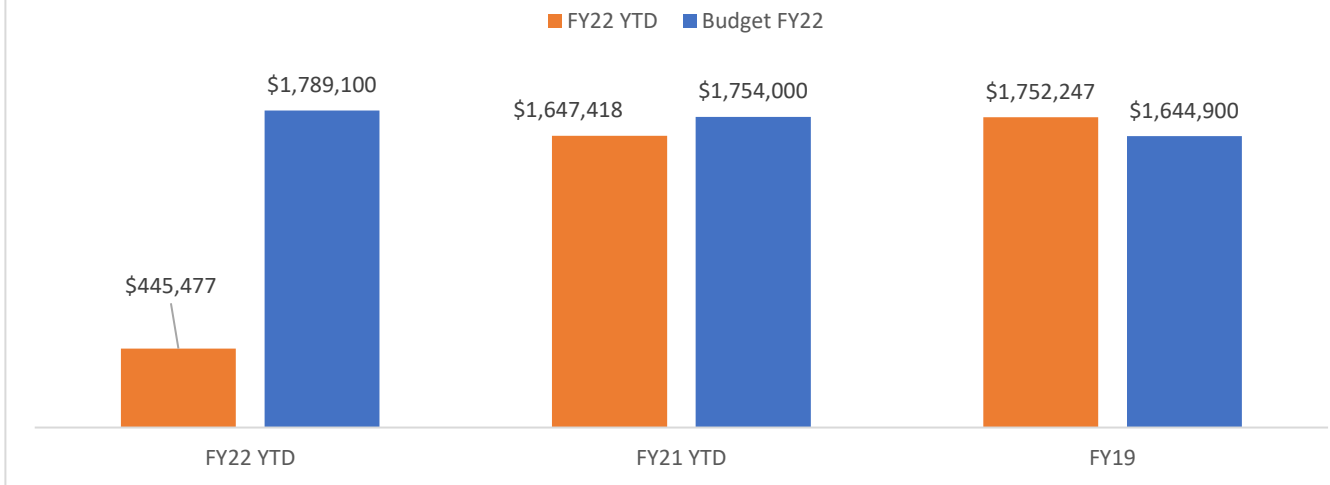
Revenue YTD totals \$479K or 25.3% of the \$1,893.5k budgeted for FY22. Total revenue for the same period last year was \$594.3k.

Water Sales for the month total \$92.4k. YTD water sales total \$445.5k or 24.9% of the \$1,789.1k budgeted for FY22.

WATER SALES - FY22 VS FY21 VARIANCE \$



Water Sales Actual vs Budget



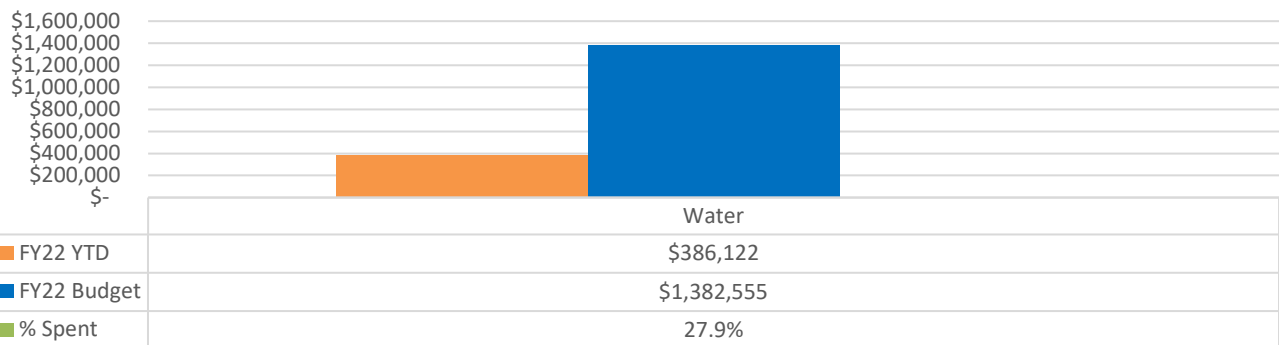
Meter installation revenue YTD totals \$3.9k or 39.8% of the \$10k budgeted for FY22.

Expenditures

Expenditures for the month total \$133.8k. YTD expenditures for FY22 total \$386.1k.

The next bond payments are due in February 2022.

Water Expenditures- Actual YTD vs FY21 Budget



Interest & Sinking Fund

Revenue

Ad Valorem Tax collections YTD total \$356.6k of the \$719.0k budgeted for FY22.

Expenditures

Next bond payments are due in February 2022.

Capital Improvements Fund – (all accounts are restricted)

Cash Balance

Water Impact Fee Balance is \$170.6K.

Street Impact Balance is \$59k.

American Recovery Acct. Balance is \$511.9k

SIB Loan (TXDOT) Acct. Balance is \$596.1k

Revenue

No revenue to report for January.

Asset Seizure Fund

Cash Balance

The Restricted Fund Balance is \$30.2k.

Revenue

No revenue reported for January.

Expenditures

\$3.1k was expensed for removal, installation and programming of new radios in January.

Summary

The City of Garden Ridge is financially sound and operating within the Budget set forth by the City Council.

REQUEST FOR AUTHORITY TO DESTROY AND CERTIFICATION OF DESTRUCTION

DATE: 2/18/2022

REQUESTED BY: Admin/PD/PW

DEPARTMENT NAME


SIGNATURE OF DEPARTMENT HEAD

HEREBY REQUEST DESTRUCTION OF THE RECORDS CORRECTLY LISTED BELOW. THE RECORDS WERE REVIEWED FOR HISTORICAL SIGNIFICANCE AND ANY FOUND HAVE BEEN TURNED OVER THE TO THERECORDS MANAGEMENT OFFICE.

☒ X

THE RECORDS HAVE EXCEEDED THE REQUIRED RETENTION PERIOD STIPULATED BY THE DEPARTMENT'S RECORDS RETENTION SCHEDULE AND DO NOT NEED ADDITIONAL RETENTION.

☒ X

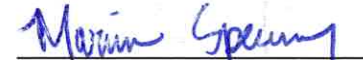
THE RECORDS HAVE BEEN PRESERVED IN ACCORDANCE WITH LOCAL GOVERNMENT CODE, CHAPTER 204, AND THE RULES ADOPTED UNDER IT.

TRACKING #	RECORD SERIES #	RETENTION PERIOD	DESCRIPTION	DESTRUCTION DATE
Misc.	UT5025-07a	3 years	2017-2018 Locates & Backflow Reports	3/4/2022
Misc.	UT5000-11	3 years	2017-2018 Meter Reading Records	3/4/2022
Misc.	UT5000-04b	FE + 3 years	FY17-FY18 Utility Billing Records	3/4/2022
Misc.	GR1025-27a	FE + 3 years	FY17-FY18 Cash Register	3/4/2022
Misc.	GR1025-27a	FE + 3 years	FY17-FY18 Water Bill Stubs	3/4/2022
Misc.	HR4820-10	Date of Issuance + 5 years	2016 Rabis Certificate/Pet Tag	3/4/2022
Misc.	GR1000-36	Expiration, Cancellation, Denial + 2 years.	2018 Solicitor Permits	3/4/2022

APPROVAL OF THE RECORDS MANAGEMENT COMMITTEE, FOR THE DESTRUCTION OF THESE RECORDS HAS BEEN RECEIVED THIS DATE 2/18/22 AND EVIDENCED BY THEIR SIGNATURES BELOW:


CITY ADMINISTRATOR


CHIEF OF POLICE


CITY SECRETARY

MAYOR

DATE APPROVED BY CITY COUNCIL

Garden Ridge Community and Event Center
Monthly Report
February 1st thru February 28th 2022

Utilization (by Days)

FY 21-22 (Current Month)	FY 20-21 (Current Month)	FY 21-22 (Year to Date)	FY 20-21 (Year to Date)
24	10	112	216

Wildflower (Booked Current Month)	Bluebonnet (Booked Current Month)
15	9

Category Count (by Events)	(Current Month)	(Year to Date)
1. Resident / Non-Resident	10	20
2. City Chartered Non-Profit Organizations	1	15
3. Non-Residents Service Organizations	6	35
4. Non-Profit Associations	3	14
5. City Use	4	28

CITY OF GARDEN RIDGE BUILDING REPORT

February-22

Major Permits

<u>Permit #</u>	<u>Address</u>	<u>Builder</u>	<u>Sq. Ft.</u>	<u>Value \$</u>	<u>Permit Fees</u>
Total			0	\$ -	\$ -

Minor Permits

<u>Permit #</u>	<u>Address</u>	<u>Builder</u>	<u>Project</u>	<u>Permit Fees</u>
2215 -22	19803 Wild Hollow	Poli Quality Plumbers	Minor Plumbing	\$ 100.00
2216 -22	10003 Calley Circle	Pool By Blue Haven	Pool, Spa, Deck	\$ 619.00
2217 -22	8532 Verano Dr.	Pool By Blue Haven	Pool, Spa, Deck	\$ 575.00
1574 -22	22024 Paseo Corto	Geotll Plumbing	Minor Plumbing	\$ 100.00
2218 -22	10026 Calley Circle	R&R Contractors	Patio	\$ 100.00
2219 -22	19693 Bat Cave Rd.	Rafael Marfil	Patio	\$ 136.96
2220 -22	9290 Cinchona Trail	Semper Fidelis Const.	Patio	\$ 100.00
2221 -22	21010 Plum Ranch	Jenkins & Associates	Garage	\$ 405.40
2222 -22	8810 Timmerman Cove	Chambliss Plumbing	Minor Plumbing	\$ 100.00
2223 -22	8276 Eskimo Forest	AAA Fence Pros	Fence	\$ 125.00
2224 -22	19843 Zephyr Cove	Steve Davis Custom Homes	Fence	\$ 125.00
2225 -22	9622 Primrose	Citywide Electric	Minor Electric	\$ 125.00
2226 -22	19843 Zephyr Cove	Steve Davis Custom Homes	Minor Electric & Plumbing	\$ 225.00
2227 -22	21319 Forest Waters Cir.	Kanke Enterprise	Outbuilding	\$ 100.00
2228 -22	9411 Bluebell Dr.	Abarrco Construction	Concrete Pad	\$ 100.00
2229 -22	19408 Arrowood Place	Stone Contracting Service	Patio Cover	\$ 158.08
				<u>\$ 3,194.44</u>

Total Major Fees for the month	\$ -
Total Minor Fees for the month	\$ 3,194.44
TOTAL	<u>\$ 3,194.44</u>

Fiscal Year 2022

Total major projects value	\$ 2,158,130.00
Total major projects sq. ft.	16,601
Total major permit fees	\$ 12,585.77
Total minor permit fees	<u>\$ 14,985.76</u>
Total permit fees	\$ 27,571.53



City of Garden Ridge

"A way of life, not just a place to live"

City Secretary Monthly Activity Report Reporting Period: February 2022

Administrative Operations and Upcoming Events

City Hall Office Hours

- Monday/Wednesday/Thursday: 8am-5pm, Tuesday: 8am-6pm, and Friday: 8am-4pm.
- After hours emergency phone number: 210-651-6831.

First Friday

- Join the City Council at Paul Davis Park on Friday, March 4th from 5pm to 7pm for fun, conversation, and an Irish Treasure Hunt. See the City's website or the City's social media pages for details.

March Water Bill

- We discovered an administrative error in the rate structure and customers of the Garden Ridge Water Company were charged incorrectly for the March water bill. We apologize for this inconvenience and have corrected the issue. We will send out new water bills on March 4, 2022, and extend the due date to March 21, 2022, with no late penalties this month.
- If you have already paid your water bill, then you will be credited for the difference. The automatic drafts will be processed normally and will reflect the correct bill totals. Should you have any questions, please call City Hall at 210-651-6632 during business hours.

May 7, 2022, City of Garden Ridge General Election:

- Filing period concluded on February 18th and a sample ballot will be posted on the City's website as soon as it is received from Comal County Elections Office.
- Early Voting and Election Day Voting will be held in the City Council Chambers.
- Last day to register to vote in order to vote in May election is Thursday, April 7th.
- See the Election Information page on the City's Website for more details.

Communication Efforts

Garden Ridge Emergency Alert System: G.R.E.A.S. will enhance the city's ability to communicate with residents during an emergency by sending direct notifications to your phone. This system will be used to send alerts for inclement weather, road closures, garbage delays, and so much more! The city sent a welcome message on Thursday, February 17th to 1,857 recipients. If you didn't receive the welcome message then please go to the City's website and click on the "ALERTS" graphic button on the homepage to SIGN UP/MODIFY your communication preferences. When signing up you will receive an email to validate your account. Please make sure you complete this validation to ensure you receive alerts.

Streaming of Meetings: City Council - 58 views / Commissions - 49 views.

Public Information Act (PIA) Summary

Year	Number of Requests
2022	27
2021	146
2020	207
2019	276
2018	225



POLICE DEPARTMENT MONTHLY BREAKDOWN

February 1 through February 28

Calls for Service

Dispatched: 94 City Ordinance: 14 Total: 108 False Alarms: 7

Arrests

- No arrests

Traffic Enforcement

Crashes: 2 Citations: 47 Warnings: 25 Total: 72

Training / Certifications

- * Ofc. McMahan completed Effective Leadership Training, Basic Computer Skills and The Root of Violence Training parts 1,2 and 3 (Virtual Academy)
- * Department Firearms Training
- * Chief's webinar regarding updated TCOLE Policies

Outreach Efforts

- * GRCPAAA social at Willies. 45 attendees
- * Coffee with the Cops
- * Refuse to be a Victim class will be held 26 March

Administrative Comments

- * Scenario testing and oral boards. One new officer hired.
- * Began Block and FTO Training for Officer Wang



City of Garden Ridge

"A way of life, not just a place to live"

MONTHLY PUBLIC WORKS REPORT

February, 2022

Activities for the month

Storm Water Drainage Facility and Easement Maintenance

- Inspected 10 outfalls.
- Inspected 18 detention ponds.
- Stormwater public outreach: 2 message displayed on FM 2252 sign.
- Trash removed from Right of ways by volunteers: 700 lbs. Families of Garden Ridge.
- Rain fall total : 1.69 in.
- Drainage mowed: 0.

Street Maintenance

- 10 Street signs repaired or replaced.
- Crack seal on Bluebell Dr.

Parks Maintenance

- Paul Davis Park: Repair cracked hose bib Park Lane Park.
- Pocket Parks: Replaced damage sign at Regency Park.

City Facility/Property Maintenance

- City Hall: Rebuild water supply to chiller plant after freeze damage.
- Ice Storm Cleanup: Maned dumpsters 10 AM to 3 PM on 2/9, 10, 11 and 8 to 5 2/12 & 2/13.
- Community Center: New wireless mic system was ordered.
Aux heater was rented and direct wired for train show and voting,
3 of the 4 a/c elements burned up and are on order.
- Former city complex: Clean out gutters and replaced the water heater.

Oak Wilt

- No new reported cases.

Reports Submitted

- Wildlife Management Advisory Commission Report.

Future Projects or Needs

- More storage space required.
- Covered equipment storage.

Steven Steinmetz
Public Works
Director

Eric Lowman
Public Facilities
Foreman

Stanley Georg
Manuel Troncoso
Ryan Furgason

Ongoing Responsibilities

- Parks maintenance
- Facilities maintenance
- Streets
- All public facilities grass and right-of-way's
- Storm water Drainage
- Oak Wilt monitoring

Upcoming Events

March Dumpster
Schedule

Mar. 5th. & 6th.

Mar. 12th. & 13th.

Mar. 19th & 20th.

Mar. 26th & 27th

Animal Services Monthly Activities

- 13 deer carcasses were disposed of, which makes for the year 22.
 - 0 wild hog was donated this month to Hunters for the Hungry, the year-to-date combined totals for wild hogs and deer donated are 0.
 - 2 live traps loaned out this month, 4 traps loaned out year-to-date .
 - 208 registered/reregistered animals for the year.
 - 0 Nuisance complaints received.
 - 0 Animal reported bites.
- 

Adoptions

- 0 Dog; 0year-to-date.
- 0 Cats; 0 year-to-date.

Returned to owners

- 1 Dogs; 2 year-to-date.
- 0 Cats; 0 year-to-date.

Transferred to other agencies

- 1 Dogs for month; 2 year-to-date.
- 4 Cats for month; 12 year-to-date.

Currently in City care

- 6 Dogs; 1 Cats:

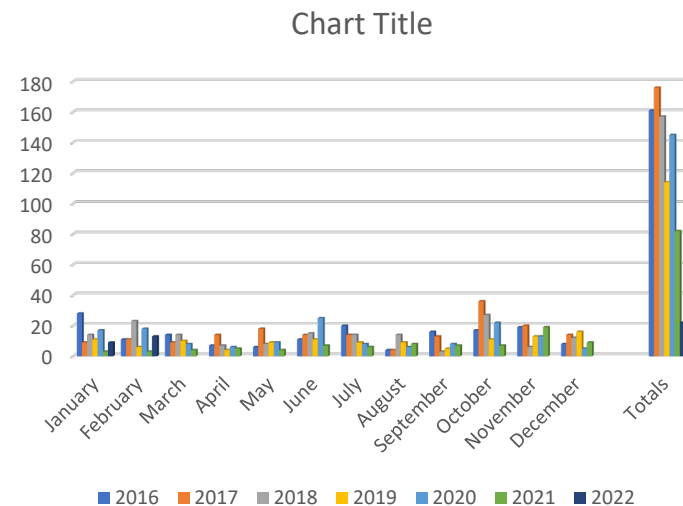


Year to Date Wildlife Report

[illegible]

Deer Carcass Removal Totals for 2016-2022

	2016	2017	2018	2019	2020	2021	2022
January	28	9	14	11	17	3	9
February	11	11	23	6	18	3	13
March	14	9	14	10	8	4	
April	7	14	7	4	6	5	
May	6	18	8	9	9	4	
June	11	14	15	11	25	7	
July	20	14	14	9	8	6	
August	4	4	14	9	6	8	
September	16	13	3	5	8	7	
October	17	36	27	11	22	7	
November	19	20	6	13	13	19	
December	8	14	12	16	5	9	
Totals	161	176	157	114	145	82	22

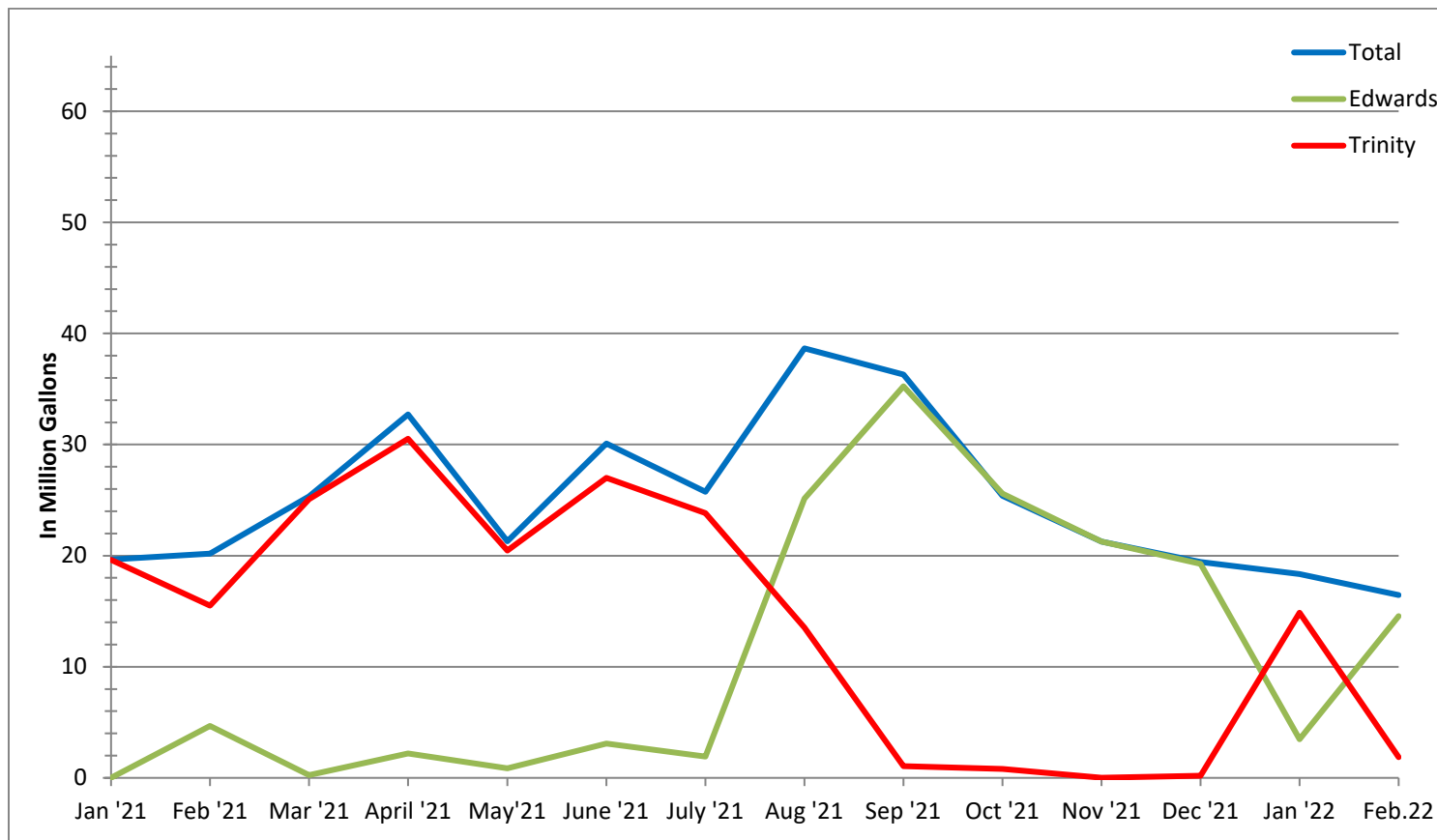




Utilities Department Report

As of February 28, 2022

City of Garden Ridge Aquifer Usage

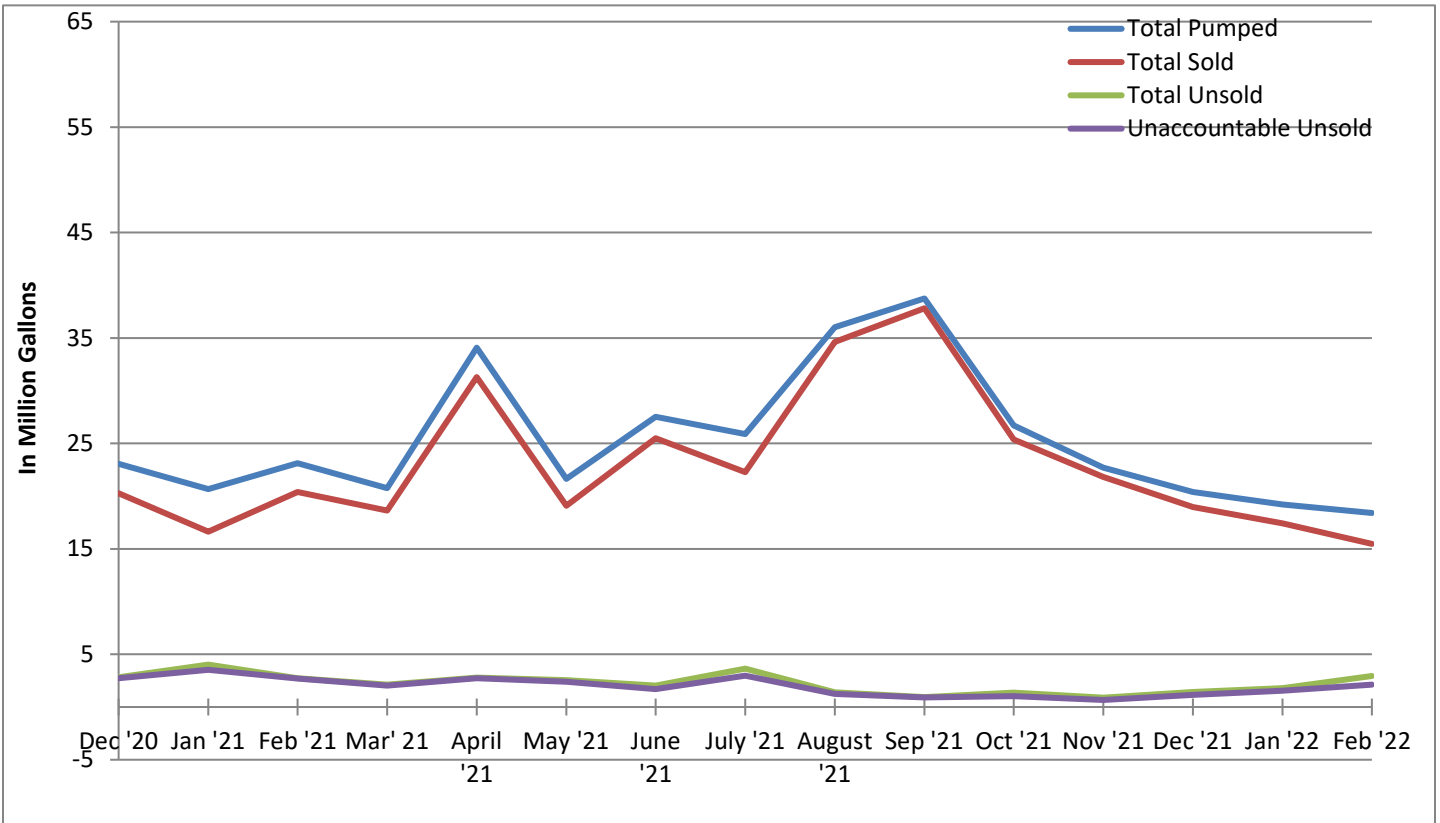


	Month:	Year:	Available:	Stage:
Edwards Well Usage AC/FT:	44.75	55.43	587.177	0
Trinity Well Usage AC/FT:	5.74	51.39	N/A	0

Water Quality

Backteriological Samples	Due :	Missed :	Passed :	Failed :
Distribution Samples :	6	0	6	0
Raw Water Samples :	4	0	4	0
Chlorine Residual Test:	28	0	28	0

2021 – 2022 Pumping Report



	Total Pumped (Thousands)	Total Sold (Thousands)	Total Unsold (Thousands)	Unaccountable Unsold (Thousands)	Unaccountable Unsold %
	23,077	20,270	2,807	2,736	11.9%
Feb '21	23,123	20,390	2,733	2,696	11.7%
Mar '21	20,744	18,627	2,117	2,030	9.8%
April '21	34,076	31,287	2,789	2,728	8.0%
May '21	21,642	19,080	2,562	2,391	11.0%
June '21	27,531	25,505	2,026	1,684	6.1%
July '21	25,895	22,262	3,633	1,883	7.3%
Aug '21	36,036	34,630	1,406	1,236	3.4%
Sept '21	38,746	37,814	9,327	893	2.3%
Oct '21	26,719	25,368	1,351	1,025	3.8%
Nov '21	22,702	21,817	8,858	668	2.9%
Dec '21	20,393	18,955	1,438	1,149	5.6%
Jan '22	19,203	17,414	1,789	1,553	8.1%
Feb '22	18,402	15,471	2,931	2,131	11.6%
Yearly Average	25,592	23,492	3,269	3,142	7.4%
	Yearly national average				16%

Utilities Department Monthly Activities:

New Installed Meters	0	Work Orders	181
Meter Replacements	1	Locates	13
City Owned Leaks	0	Irrigations Permits Issued	1
Meters Read	1687	Total Rebates	2
Meter Tests	0	Active Leak info code alerts	157
Automatic Draft Customers	681	E-Billing Customers	376
AMI Customer Portal Profiles	600		

*Active Leak Info Code Alerts – The firmware on the meter is measuring the flow rate through the meter and will only be triggered if water is flowing continuously above the configurable parameter of the meter’s max-flow rate threshold for 24 hours. The city has set a standard max-flow rate of .1% and is notified of any triggered alert.

Leak Adjustments

New Requests	0	Waiting for Customer	2	Approved	0	Amount Approved	\$0	Denied	0	Sent to Water Commission	0
--------------	---	----------------------	---	----------	---	-----------------	-----	--------	---	--------------------------	---

Projects & Announcements:

Project	Status Update	Estimated Completion	Issues/Required Actions
2252 Wastewater Project	Ongoing	Contractor has installed 100% of the Wastewater Main	
2252 TxDOT Water Line	Ongoing		Working on Funding

COVID-19 Pandemic

The utilities Department is continuing to be vigilant to keep our staff and infrastructure safe from the spread of the Coronavirus. We are still cleaning facilities, vehicles, and equipment daily to ensure our staff and water system stay safe.



Garden Ridge Library

Volume V, Issue 6

March 2, 2022

Monthly Library Update

By Linda Crosland, Library Director

For leisure, for learning, for life!

Upcoming Activities for March

Children's Activities

Tuesday, Lego Robotics, 3:15 PM

Wednesday, Lego Club, 3:15 PM

Thursday, Coding Club, 3:15 PM

Friday, Preschool Storytime and Stay & Play,
10:30 AM

Adults' Activities

1st Tuesdays, Card-making for Troops, 1:00

2nd Tuesdays, Book Tasting, 10:30 am

3rd Tuesdays, Card-making, 1:00 PM

4th Tuesdays, Crafternoon, 1:00 PM

Thursdays, Adult Coloring, 1:00 PM

Lunch-n-Learn, Thursday, March 17, 12 noon,
"Keyhole Gardening." On the following day
there will be a demonstration by building an ac-
tual keyhole garden.

**Remember that today's library has moved
from being transactional to relational. In oth-
er words, it is so much more than checking
out books.** It is about people living in commu-
nity. That's why our activities are so important.

Department Statistics for February

Visits to the Library	842
Items Checked Out	1,259
New Patrons Added	11
New Items Added to Physical books	48
-Libby Books + Libby Advantage	411
Volunteer Hours	114

Activity Statistics

Children's Preschool Storytime	138
Children's Lego Robotics, Coding, & Regular Legos	73
Adult Classes—Coloring, Sodalis Book club, crafts	71

Activity Totals **282**

*"Reading is an act of civilization; it's
one of the greatest acts of civilization
because it takes the free raw material
of the mind and builds castles of pos-
sibilities."*

—Ben Okri



memorandum

To: Garden Ridge City Council
From: Trihydro Corporation
cc: Ms. Nancy Cain, City Administrator, City of Garden Ridge
Date: February 23, 2022
Re: Engineering Report for March 2022 Council Meeting

1. FM 2252 TxDOT Project

- Trihydro has started the design of the water line relocation along FM 2252.
- TxDOT provided the updated schematic for the extended project limits (through the intersection of FM 2252 and FM 3009) and the updated drainage design. Trihydro is in the process of designing the water line relocation at the intersection of FM 2252 and FM 3009.

2. Land Development Projects

- Kleckly – WMMT Ventures: The master development plan has been approved by City Council.
- Bat Cave Road Master Development Plan: The master development plan has been reviewed by the City Engineer and comments have been provided to the developer's engineer.



LEGAL NOTICE
NOTICE OF PUBLIC HEARING
CITY OF GARDEN RIDGE
CITY COUNCIL

The City Council of the City of Garden Ridge, Texas, will conduct a public hearing on Wednesday, March 2, 2022, at 6:00 p.m. in the City Council Chambers of the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas.

The purpose of the public hearing will be to consider a petition by Michael Domgard for a variance to Ordinance No. 13-122018, Section 5, Residential, 5.1.2.5.2. to allow a fifty-four (54) percent impervious cover limit on property located at 9620 Trophy Oaks Dr. for the construction of a pool with outdoor kitchen, pool house, and garage/shop. The 0.8180 acre property is further known as Lot 38, Block 2, Trophy Oaks Subdivision, Garden Ridge, Texas. Impervious cover limit in Single Family Dwelling (R) District is thirty-five (35) percent of the lot area.

The public is invited and welcome to attend the public hearing in person and may submit oral comments on this matter. Alternatively, written comments on this matter may be submitted in accordance with the ***City of Garden Ridge Notice of Procedures for Written Comments during Public Hearings*** posted on the City's Website.

The meeting can be viewed live on the City's YouTube Channel and will be archived on the City's Website for on demand viewing. Please feel free to contact City Hall at 210-651-6632 if you need additional information on this matter.

This is to certify that I, Marisa Spencer, posted this Legal Notice at 1:00 p.m. on February 10, 2022, on the bulletin board located at the entrance to the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas.


Marisa Spencer
City Secretary



City of Garden Ridge

"A way of life, not just a place to live"

NOTICE OF PROCEDURES WRITTEN COMMENTS DURING PUBLIC HEARINGS

In an effort to protect public health and limit the potential spread of COVID-19, the City of Garden Ridge is offering an additional option to submit comments for a posted public hearing.

The public is invited and welcome to attend the public hearing in person and may submit oral comments on the matter. Alternatively, written comments on a matter contained in a posted **Notice of Public Hearing** may be submitted *up to two (2) hours before the meeting in which the public hearing will be held* via email to citysecretary@ci.garden-ridge.tx.us.

If citizens submit a written comment but choose to attend the public hearing and speak in person then be advised the written comment will not be read aloud.

When submitting written comments to be included as an official record during a public hearing, the following guidelines must be strictly adhered to and **any comments that fail to adequately meet these guidelines will not be read aloud:**

1. Comments must be received by the City Secretary before the deadline stated above.
2. Each citizen is limited to one 3-minute period, which also applies when the City Secretary is reading comments. Therefore, written comments should be limited to approximately 350 words or less.
3. State your name and address before your comments begin.
4. Direct your comments to the entire City Council, not to an individual member, nor to the audience.
5. Show the City Council the same respect that you would like to be shown.

As a reminder, all City Council and Commission meetings can be viewed live on the City's YouTube Channel or the City's Website. Additionally, these videos are bookmarked and archived on the City's Website for convenient on demand viewing.

Please feel free to contact City Hall at 210-651-6632 if you need additional information.

Respectfully,

Marisa Spencer

Marisa Spencer
City Secretary

Planning and Zoning Form 2
APPLICATION FOR VARIANCE
(Type or Print)

1. Date: 12/10/2021 Case #: _____
2. Applicant Name: Michael Christian Danzard
(First) (Middle) (Last)
3. Mailing Address: 9620 Trophy Oaks Dr
(Street)
Garden Ridge TX 78266
(City) (State) (Zip)
Phone: 402-770-5771

4. Applicant's relationship to property:
Sole owner (X) Part owner () Other: _____
(Specify)
(If not sole owner, furnish a notarized letter of authorization from all owners as attachment 1.)

5. Property location: 9620 Trophy Oaks Dr. Garden Ridge, TX 78266
(Street address or street property front)

6. Legal description:

Plat: Lot(s) 38 Block(s) 2
Subdivision: Trophy Oaks

Acreage: _____ (If acreage, provide separate metes and bounds description as attachment 2.)

Property Deed recorded in Comal County Volume # _____ Page # _____

7. Cite City Ordinance number, page and paragraph from which variance is needed: Section 5,
Residential, page 22, paragraph 5.1.2.5.2

8. State what you want to do instead: I want to be able to increase the
35% impervious cover restriction to add a pool with outdoor kitchen
and a future pool house and shop if possible.

9. Give reason why a variance should be granted (cost alone is not acceptable): I am beautifying
my property with a pool lagoon style water oasis that will
add value to my property and Trophy Oaks. Am have plans for a
pool house & gazebo.

10. If you are requesting a variance from City Ordinance 13 requirements, give a dimensioned map with north orientation, scaled 100 or 200 feet per inch, of the property to be rezoned showing all streets and parcels of land within 300 feet of the property as attachment 3. Key each adjoining land parcel to a list of current owners and addresses as attachment 4.

11. Give site plan showing location, dimensions and uses of existing or proposed structures, easements, water sources, fences, curb cuts, street and alley right-of-way lines within one foot of property for which variance is requested, on another map of larger scale, as attachment 5.

12. Identify any deed restrictions on agriculture, residential, business or other use. If none, so state: ____

Residential Use

13. The undersigned hereby requests that the variance identified in this application are granted, in accordance with Garden Ridge City Ordinance 13. I consent to the posting of hearing notices on the said property. I understand that the information provided herein might be used by the City of Garden Ridge for sending required notices to adjacent property owners, if required. I bear full responsibility and liability for any losses or costs incurred by the City, or others, caused by errors or omissions in this application.

14. Applicant Signature: 

____ Attachments:

1. Owner(s) letters of authorization, if applicable
2. Metes and Bounds description of property, if applicable
3. Map of property
4. List of adjacent property owners
5. Site plan
6. Check for variance fee per Garden Ridge City Ordinance 11.

----- CITY USE ONLY -----
VARIANCE REQUEST

		Date
City Admin.:	Application received	_____
	Application verified	_____
	Fee received \$_____ Check #_____	_____
	Application sent to P&Z	_____
P&Z:	Owners' acceptance of application	_____
	Notice to adjoining property owners, if required	_____
	Notice of public hearing, if required	_____
	Public hearing conducted, if required	_____
	P&Z decision on variance	_____
	P&Z recommendation to City Council	_____
City Council:	Notice to adjoining property owners, if required	_____
	Notice of public hearing, if required	_____
	Public hearing conducted, if required	_____
City Admin.:	Applicant notified of Council Decision	_____
	Zoning ordinance change published, if required	_____

Trophy Oaks Home Owners Association, Inc.
14603 Huebner Road, Bldg. 40
San Antonio, Texas 78230



**DIAMOND
ASSOCIATION**
MANAGEMENT & CONSULTING
Your Local Experienced Professional Partners

Michael C. Domgard II
9620 Trophy Oaks Drive
Garden Ridge, TX 78266

Date: December 08, 2021
Property 9620 Trophy Oaks Drive
Address: Garden Ridge, TX, 78266
Subject: Architectural Control Application - *Pool*

Architectural Conditional Approval Notice

Dear Michael C. Domgard II

Your application for *Pool* was received on **November 30, 2021**. Thank you for following the proper procedures for architectural review. The Board of Directors and Architectural Control Committee (ACC) at Trophy Oaks Home Owners Association, Inc. have reviewed your application for *Pool* and have **approved** your request as submitted with the following provisions:

- Your approval is based on the Application for Architectural Change submitted on November 30, 2021.
- Approval is contingent on the following condition(s).

Stipulation: This request is approved.

- Your improvement may not affect or impede the drainage of your yard or the neighboring lots.

An approval by the Architectural Committee in no way supersedes the restrictions or requirements of the City or any other governmental authority having jurisdiction over the property for approvals and permits. Please ensure all city permits are in place and that improvements have no adverse effect on drainage.

Please be certain to keep this letter in your permanent file for future reference. A copy will be placed in your individual homeowner file at DAMC.

If you have any questions or concerns regarding this notice, please feel free to contact our me at acc@damctx.com. In order to respond to you in a timely manner please include your name, address and the name of your community.

Sincerely,

DAMC
mary@damctx.com
ACC Coordinator
cc: Applicant File

***Please remember that any approval is based on aesthetics and conformity to the community based on the Declaration for your Association. ACC/ARC approval does not imply that you meet governmental requirements, material soundness,

www.trophyoakshoa.com

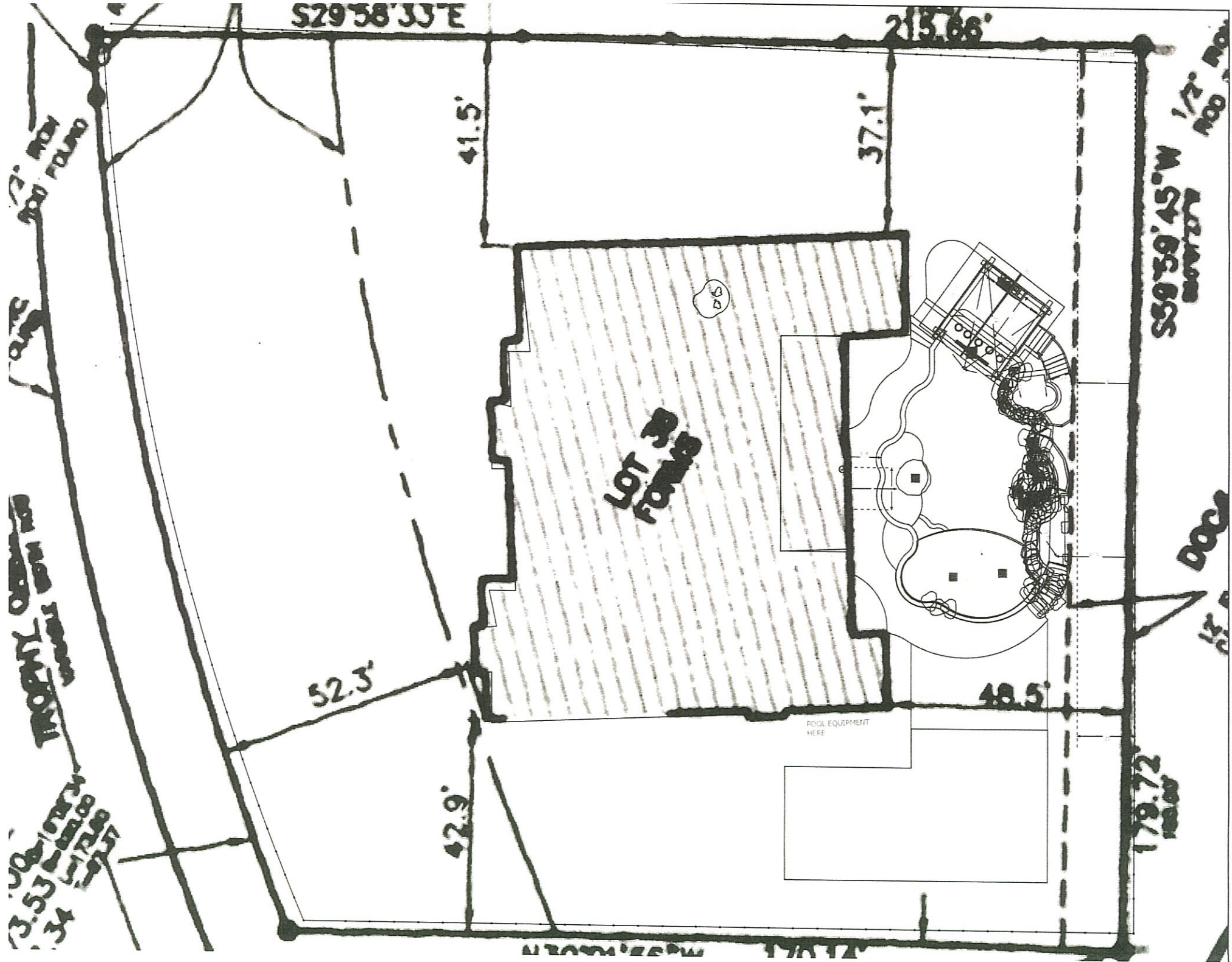


14603 Huebner Rd., Building 40  San Antonio, TX 78230

o: 210-561-0606  f: 210-690-1125

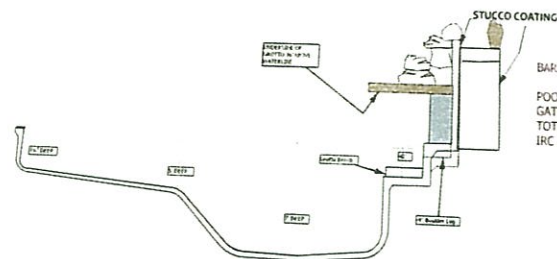
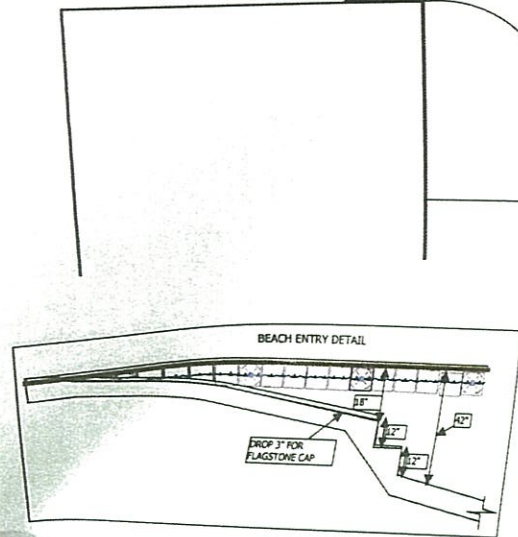
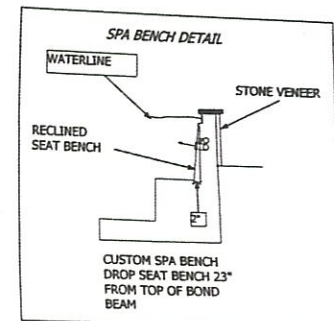
www.DAMCTX.com





- END
- = 2" SLEEVES
- = AUTO LEVELOR TANK
- = INLET
- = 2" SKIMMER
- = STANDARD 8" DRAIN
- = NITCHESS LIGHT
- = LARGE POOL LIGHT
- = INFLOOR ACTUATOR VALVE
- = SPA JET
- = BUBBLER 1.5"
- = FOOT JET
- = JUNCTION BOX

12' PUBLIC UTILITY EASEMENT

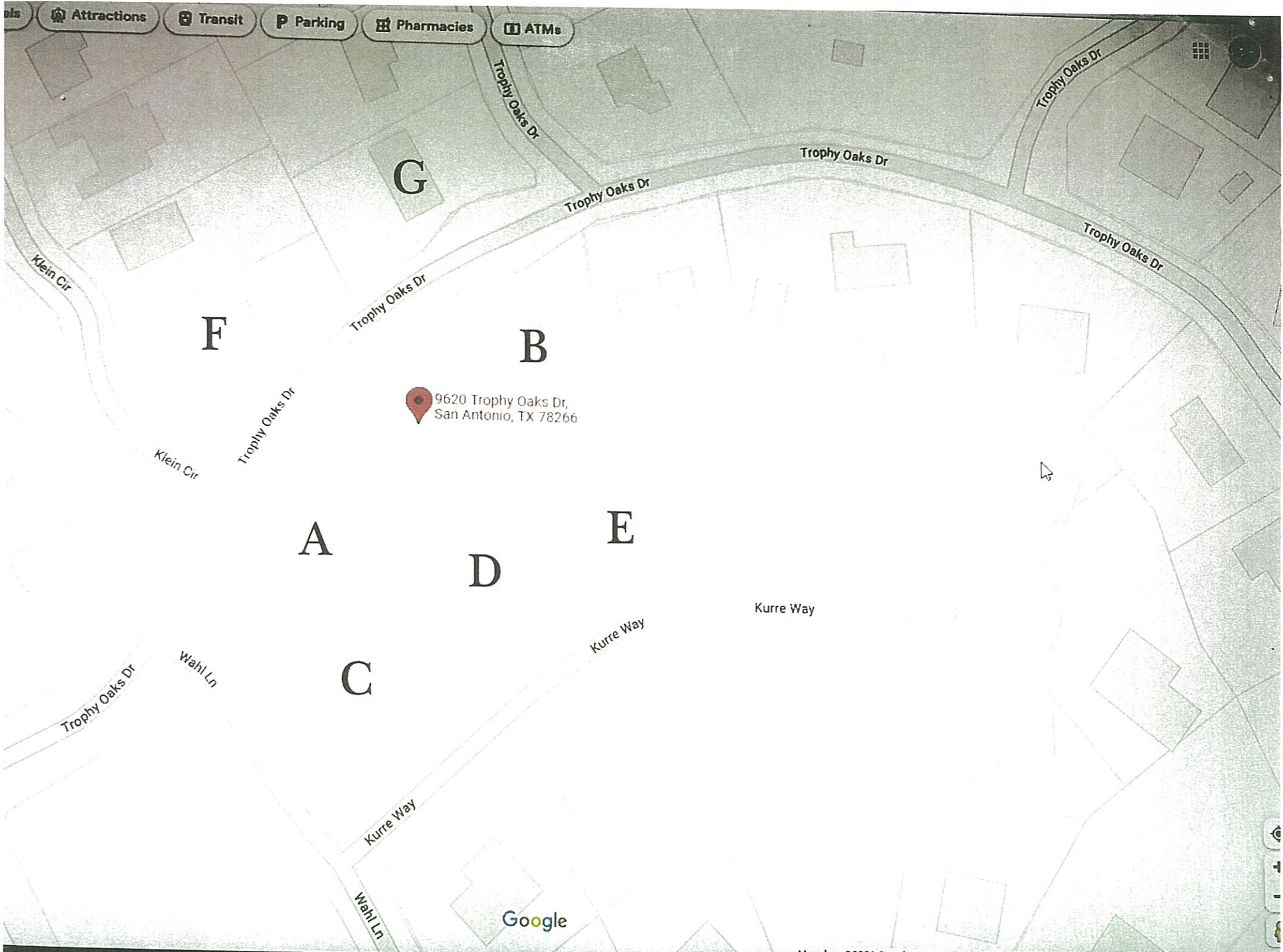


BARRIER NOTES:
POOL AND SPA TO BE SURROUNDED BY 5' FENCE WITH SELF LATCHING GATES. FENCE WILL NOT HAVE ANY HOLES OR GAPS LARGER THAN 4". THIS TOTAL ENCLOSURE WILL MEET OR EXCEED THE REQUIREMENTS FROM THE IRC 2006 APPENDIX G

Scale: 1/8" = 1 ft



NAME: DOMBARD MIKE
ADDRESS: 9620 TROPHY OAKS
CITY: GARDEN RIDGE STATE: TEX
GATE CODE: #5157
PHONE: 402-770-5771
EMAIL:
SALESMAN: BRITTANY/MARK
SUPERINTENDENT: MARK DRAIN



9620 Trophy Oaks Dr,
San Antonio, TX 78266

Google

Neighbor Key

- A - 9610 Trophy Oaks Dr - Ryan William
- B - 9630 Trophy Oaks Dr - Rodney and Rose Murphy
- C - 9607 Kurre Way - Jack and Carol Irvin
- D - 9617 Kurre Way - Van and Bich-Hiep Nguyen
- E - 9627 Kurre Way - Sam Lock
- F - 20920 Klein Circle - Terry Anderson
- G - 21015 Gunther Grove - Daniel and Florence Garcia

Date Submitted: 2/7/2022



City of Garden Ridge

"A way of life, not just a place to live"

City Commission

Volunteer Interest Form

First Name*

Michael

Last Name

Crow

Address*

8315 Wild Wind Park

Phone Number

319-230-6930

Email Address

[REDACTED]

Date of Birth*

[REDACTED]

Voter Unique Identifier (VUID)

Qualifications from Ordinance No. 210*

Please check all the boxes that apply to you.

- ☒ A registered voter in Garden Ridge, TX
- ☒ Has resided in the City for at least six (6) months
- ☒ Has not been convicted of a felony
- ☒ Has not been found mentally incompetent by a final judgment of a court

Occupation

Military Retired

Please check which of the following Commission you have a desire to serve on:

- ☒ Planning and Zoning Commission
- ☐ Quarry Commission
- ☐ Water Commission
- ☐ Wildlife Management Advisory Commission
- ☐ Any City Commission

Tell us why you desire to serve on a City Commission.

As a military retiree and doctoral degree graduate, I want to make a positive impact on our community by leveraging the knowledge skills, and abilities I have acquired through my advanced education and diverse work experience. Currently, I am a member of the GR Lions club and GRCPAAA.

List any Boards, Commissions or Committees you have previously served on in Garden Ridge or other entities.

GRCPAAA- Vice President- Current
Walden University Virtual Fulbright Chapter- Director of Partnerships
Association of the US Army (AUSA)- Past VP of Recruiting

Please attach your resume or a bio.*

Michael_D._Crow-Resume.docx

Date

2/7/2022

A resume or a bio is required to be submitted with Volunteer Interest Form.

Michael Crow, DBA, SPHR, SHRM-CP

Garden Ridge, TX 78266

SUMMARY OF QUALIFICATIONS

- Knowledge areas include human resource concepts, business operations, and organizational/talent development.
- Recruiter/Talent Acquisitions professional with over 10 years of experience sourcing, interviewing, and hiring for organizational staffing needs
- Facilitated and delivered employee onboarding and engagement strategies that resulted in a reduction of new employee turnover.
- Conducted multiple one-on-one coaching and mentoring sessions that ranged from personal improvement plans, financial concepts, to the alignment of organizational core values with marketing and branding initiatives.

RECRUITER/TALENT ACQUISITIONS EXPERIENCE

- Designed and successfully implemented new employee training and engagement initiatives which boosted employee retention rate by 14%.
- Increased the overall quality of army enlistment by 16% after utilizing direct and indirect targeting methods concurrently with innovative local marketing campaigns.
- Fostered and maintained B2B relationships, resulting in a 21% boost in qualified referrals.
- Honored with the San Antonio Recruiting Battalion recruiting center manager "Best of the Best" Award for the 2011 fiscal year.

Business Operations

- Successfully enhanced the operations section's efficiency and effectiveness, which resulted in a 12% increase, from 85% to 97%, in the timely and continuous attainment of weekly milestones.
- Drove the timely and cost-effective delivery of an internationally nominated Humanitarian Assistance (HA) project, which closed at \$10K under budget.
- Conducted a correlational study that examined the relationships among military veterans, employee job satisfaction, job motivation, and employee turnover.

Organizational/Talent Development

- Drove the implementation of an employee development and training program, which resulted in successfully meeting state and federal requirements.
- Taught military drivers' education that incorporated classroom instructions and hands-on training for classes that ranged from 5-15 participants.
- Developed military training lesson plans that met the company's short, mid, and long-term goals.
- Designed and instructed classes on military operations that ranged from one-day seminars to week-long classes.

WORK EXPERIENCE

Postgraduate Doctoral Candidate	2018-2021
Financial Advisor, First Command, SATX	2016-2019
US Army Civil Affairs- Operations Supervisor, Ft Hood, TX	2015-2016
US Army Civil Affairs- Team Sergeant, Ft Stewart, GA	2012-2015
US Army Recruiting Command- Large Recruiting Station Leader, SATX	2007-2012
US Army Recruiting Command- Recruiter, Waterloo, IA	2005-2007
US Army Aviation- Armament/ Electrical Section Sergeant, Ft Carson, CO	2001-2005
US Army Aviation- Apache Helicopter System Repairer, Ft Bragg, NC	1996-2005

EDUCATION

Doctor of Business Administration	December 2021
Specialization in Self-Designed	
Walden University, Minneapolis, MN	
Master of Business Administration	March 2016
Specialization in Finance	
Columbia Southern University, Orange Beach, AL	
Bachelor of Science in Business Administration	May 2011
Specialization in Marketing	
Post University, Waterbury, CT	

PROFESSIONAL CERTIFICATIONS

Senior Professional in Human Resources	2020
Society of Human Resource Management- People Manager Qualification	2020
Society of Human Resource Management- Certified Professional	2016

PUBLICATIONS

Crow, M. D. (2021). *Relationship Among Military Veteran Employee Job Satisfaction, Job Motivation, and Employee Turnover* (Doctoral dissertation, Walden University).

COMMUNITY INVOLVEMENT

Volunteer, Lions Club International	2019-Present
Volunteer, San Antonio Rodeo Calf Scramble	2018-Present
Volunteer, First Command Education Foundation	2015-Present

PROFESSIONAL AFFILIATIONS

Life Member, Veteran of Foreign Wars	2004-Present
Life Member, Association of the US Army	2010-Present
Member, San Antonio Human Resource Management Association	2017-Present
Member, Society of Human Resource Management Association	2016-Present

VOLUNTEER PRESENTATIONS DELIVERED

Veterans Entering the Workforce, Texas A&M-San Antonio, SATX	September-2021
Resumes that Rock, Multiple Times in Multiple Locations	April 2016-Present
Financial Literacy, Multiple Times in Multiple Locations	June 2015-Present



City of Garden Ridge

"A way of life, not just a place to live"

January 27, 2022

To: Chair Mueller and Water Commission
From: City Administrator Cain

Re: Pensionmark Office Center - Transferable Water Rights Revised

On January 27, 2022, the Pensionmark Office Center project withdrew their request for transferrable water rights prior to the City Council's consideration of the Water Commissions' recommendation on the matter. The Engineer for the project has revised meter sizes for the project and submitted revised calculations for water usage based on the revised meter sizes and the LUE's associated with meter sizes. The revised calculation is attached for consideration on the amount of transferable water rights that will need to be transferred to the City of Garden Ridge for the project.

The project continues to be an office and retail development which will be phased. The Master Development Plan and Final Plat for the project have been approved by City Council. The Application for Water and Wastewater Utility Service is attached and contains a calculation for water use for Phase 1 and Phase 2 of the project development. Due to the revised meter sizes the calculation for Phase 1 is 4.75-acre feet and Phase 2 is 6.33-acre feet of water. At completion of both phases the amount of transferable water rights totals 11.08-acre feet. The water rights calculation is for both internal and external water usage.

Garden Ridge Ordinance 7 requires that the developer provide the City with transferable water rights to support their development and ensure an adequate supply of water is maintained for existing customers. The transferable water rights will need to be Edwards water rights. It is recommended that the Pensionmark Office Center transfers to the City of Garden Ridge at minimum of 4.75-acre feet of Edwards water rights for Phase 1 prior to filing of the final plat for the project and at minimum 6.33-acre feet of Edwards water rights to the City of Garden Ridge prior to the issuance of building permits related to Phase 2 of the project.

Respectfully,

Nancy Cain
City Administrator

City Administrator

From: Kevin Ethridge <[REDACTED]>
Sent: Thursday, January 27, 2022 10:34 AM
To: City Administrator
Cc: Shawn Willis; Stephen S. Lin
Subject: [EXTERNAL] Water Commission Pensionmark
Attachments: Water Rights Calculation.pdf

Nancy,

As per our phone call yesterday, I would like to withdraw the current submission for transferable water rights to the city council and submit our revised calculations (see attached) to the water commission for the February 16th meeting.

Thank you,

Kevin Ethridge | *Project Engineer*



100 NE Loop 410, Ste. 300 | San Antonio, TX 78216
TBPE No. F-1733 | TBPLS No. 100495-00
O: (210) 581-1111 | www.CDSMuery.com

Connect with us: [LinkedIn](#) | [Facebook](#) | [Instagram](#)

Phase 1

	Meter Size	Number of Meters	LUEs per Meter	Total LUEs
Domestic	1.5"	1	5	5
Irrigation	1"	1	2.5	2.5

1 LUE = 565 Gallons per Day

1 ac/ft = 325,851 Gallons

1 LUE = 0.633 ac/ft

Total	7.5	LUEs
	4.75	ac/ft

Phase 2

	Meter Size	Number of Meters	LUEs per Meter	Total LUEs
Domestic	1"	3	2.5	7.5
Irrigation	1"	1	2.5	2.5

1 LUE = 565 Gallons per Day

1 ac/ft = 325,851 Gallons

1 LUE = 0.633 ac/ft

Total	10	LUEs
	6.33	ac/ft

RESOLUTION NO. 484-112021

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDEN RIDGE, TEXAS (“CITY”) JOINING WITH THE STATE OF TEXAS AND POLITICAL SUBDIVISIONS OF THE STATE AS A PARTY IN THE TEXAS OPIOID SETTLEMENT AGREEMENTS SECURED BY THE OFFICE OF THE ATTORNEY GENERAL; AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE SETTLEMENT PARTICIPATION FORMS; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Garden Ridge, Texas, is a Type A general-law municipal corporation formed and organized pursuant to the constitution and laws of the State of Texas; and

WHEREAS, the people of the State of Texas and its communities, including the City of Garden Ridge, have been harmed through the national and statewide epidemic caused by the sale, use, and distribution of opioids within the State of Texas; and

WHEREAS, the City has been provided information indicating that certain drug companies and their corporate affiliates, parents, subsidiaries, and such other defendants as may be added to the litigation (collectively, “Defendants”) have engaged in fraudulent and reckless marketing as well as fraudulent distribution of opioids that have resulted in addictions and overdoses; and

WHEREAS, these actions, conduct, and misconduct have resulted in the death of many Texans and has resulted in the devastation of families and communities across the State; and

WHEREAS, local governments have been on the front lines of the opioid crisis, which has resulted in significant financial costs to them related to the expenditures and continuing costs for healthcare services, social services, law enforcement, and the criminal justice systems; and

WHEREAS, on May 13, 2020, the State of Texas, through the Office of the Attorney General, and a negotiation group for Texas political subdivisions entered into an agreement entitled Texas Opioid Abatement Fund Council and Settlement Allocation Term Sheet (hereafter, the Texas Term Sheet) approving the allocation of any and all opioid settlement funds within the State of Texas. The Texas Term Sheet is attached hereto as Exhibit “A” and incorporated for all purposes; and

WHEREAS, the City Attorney and the State of Texas have recommended that the City Council of the City of Garden Ridge support the adoption and approval of the Texas Term Sheet in its entirety; and

WHEREAS, participating in the Texas Term Sheet increases the State of Texas’ opportunity to maximize its share of opioid settlement funds and will provide a method to ensure that needed resources reach communities once all negotiations are finalized; and

WHEREAS, the City Council finds and determines that it is in the best interest of the health, safety, and welfare of the City to participate in the Texas Term Sheet.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GARDEN RIDGE, TEXAS, THAT:

SECTION 1. The City Council hereby authorizes the City Administrator to execute the Subdivision Settlement Participation Form, attached hereto as Exhibit "B" in accordance with the provisions set forth in the attached Exhibit "A", and incorporated herein for all purposes and further authorizes the City Administrator to take any additional actions necessary to implement the intent of this Resolution.

SECTION 2. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as part of the judgment and finding of the City Council.

SECTION 3. All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

SECTION 4. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

SECTION 5. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.

SECTION 6. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, Texas Government Code, as amended.

SECTION 7. This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED AND APPROVED ON this 3rd day of November, 2021.



Robb Erickson
Mayor

ATTEST:



Marisa Spencer
City Secretary

City Administrator

From: Opioids <opioids@oag.texas.gov>
Sent: Wednesday, January 26, 2022 12:41 PM
Subject: [EXTERNAL] Endo Opioid Settlement
Attachments: ENDO TX Subdivision Release Form.pdf

Importance: High

Good Afternoon,

This morning the Office of the Attorney General sent out an email notice regarding an opioid settlement with pharmaceutical manufacturer Endo Health Solutions Inc., Endo Pharmaceuticals Inc., Endo International plc, Par Pharmaceutical, Inc., and Par Pharmaceutical Companies, Inc. ("**Endo**"). Detailed information about the Settlement may be found on the Office of the Attorney General of Texas website:

<https://www.texasattorneygeneral.gov/globalopioidsettlement>.

**** Please note, this Settlement with Endo is separate from the Janssen/J&J and Distributor settlement that your subdivision may have already signed on to. To join this settlement, you will need to submit an additional form.**

If you received this notice, your subdivision may participate in the settlement. While subdivisions may decide whether they wish to participate in the settlement, this settlement requires that you take affirmative steps to 'opt in' to the settlement. If you do not act, you will not receive any settlement funds should your subdivision choose to opt in.

HOW TO PARTICIPATE IN THE ENDO SETTLEMENT:

1. Adopt a [resolution adopting the Texas Term Sheet](#) through your City Council or Commissioners Court **(If you previously adopted the Texas Term Sheet by resolution, you do NOT need to do so again)**
2. Complete the [Endo Subdivision Release Form](#)
**Please note: this is a release of legal claims for your city or county. Your city or county may need to adopt a resolution (if you have not already done so) in order to execute the release. Please confer with your legal counsel if necessary.
3. Submit to opioids@oag.texas.gov: your signed Special District Election and Release Form and your resolution adopting the Texas Term Sheet **(if you have previously submitted a resolution, all you need to submit is the Endo Subdivision Release Form)** by March 10, 2022.

All required documentation can be found on the Texas Attorney General's website (<https://www.texasattorneygeneral.gov/globalopioidsettlement>) and must be submitted to the email address: opioids@oag.texas.gov by March 10, 2022.

Again, if you previously adopted the Texas Term Sheet by resolution and submitted your resolution to the OAG, you do NOT need to do so again.

NEXT STEPS

We encourage you to review all materials and to follow up with any questions. The terms of these settlements are complex, and we want to be sure you have all the information you need to make your participation decision. Your subdivision will need to begin the process of deciding whether to participate in the proposed settlement well before the March 10, 2022, deadline to be an initial participating subdivision. Again, the Texas Attorney General's Office, your counsel, and other contacts within the state are available to discuss the specifics of the settlement.

We urge you to view the Texas Attorney General's website at your earliest convenience. Information and documents regarding the settlement can be found on the settlement website at: and <https://www.texasattorneygeneral.gov/globalopioidsettlement>

Questions regarding the opioid settlements can be directed to: Stephanie Eberhardt (stephanie.eberhardt@oag.texas.gov), opioids@oag.texas.gov, and myself (caroline.griggs@oag.texas.gov).

Caroline Griggs

Government Relations Manager
Government Relations Division
Office of the Attorney General
209 W. 14th Street
Austin, Texas 78701
Office: 512-936-2108
Cell: 512-289-4672
Caroline.Griggs@oag.texas.gov

Exhibit A

TEXAS SUBDIVISION AND SPECIAL DISTRICT ELECTION AND RELEASE FORM

This Election and Release Form for Texas Participating Subdivisions¹ resolves opioid-related Claims against Endo/Par under the terms and conditions set forth in the Endo/Par Texas State-Wide Opioid Settlement Agreement between Endo/Par, the State of Texas, and the Counties of Dallas, Bexar, Harris and Tarrant (the “Agreement”), the provisions of which are here incorporated by reference in their entirety. Upon executing this Election and Release Form, a Participating Subdivision agrees that, in exchange for the consideration described in the Agreement, the Participating Subdivision is bound by all the terms and conditions of the Agreement, including but not limited to the Release found in Section VII of the Agreement and the provisions concerning participation by Subdivisions or Special Districts in Section VIII, and the Participating Subdivision and its signatories expressly represent and warrant on behalf of themselves that they have, or will have obtained on or before the Effective Date or on or before the execution of this Election and Release Form if executed after the Effective Date, the authority to settle and release, to the maximum extent of the Subdivision’s and Special District’s power, all Released Claims related to Covered Conduct. If this Election and Release Form is executed on or before the Initial Participation Date, the Participating Subdivision shall dismiss Endo/Par and all other Released Entities with prejudice from all pending cases in which the Participating Subdivision has asserted Covered Claims against Endo/Par or a Released Entity no later than the Initial Participation Date. If this Election and Release Form is executed after the Initial Participation Date, the Participating Subdivision shall dismiss Endo/Par and all other Released

¹ The Agreement defines a “Participating Subdivision” as a Subdivision or Special District that signs this Election and Release Form and meets the requirements for becoming a Participating Subdivision under subsection VIII.A. of the Agreement.

Entities with prejudice from all pending cases in which the Participating Subdivision has asserted Covered Claims against Endo/Par or a Released Entity concurrently with the execution of this form. By executing this Election and Release Form, the Participating Subdivision submits to the jurisdiction of the Honorable Robert Schaffer, *In Re: Texas Opioid Litigation*, MDL No. 18-0358, Master File No. 2018-63587, in the 152nd Judicial District Court, Harris County, Texas.

Dated: _____

Texas Subdivision Name: _____

By: _____

[NAME]

[TITLE]

[ADDRESS]

[TELEPHONE]

[EMAIL ADDRESS]

City Administrator

From: Opioids <opioids@oag.texas.gov>
Sent: Wednesday, February 9, 2022 4:23 PM
To: Opioids
Subject: [EXTERNAL] NOTICE: TEVA OPIOID SETTLEMENT
Attachments: TEVA TX Subdivision Release Form.pdf



TO LOCAL POLITICAL SUBDIVISIONS:
IMPORTANT INFORMATION ABOUT TEVA OPIOID SETTLEMENT.
SUBDIVISIONS MUST SUBMIT SIGNED DOCUMENTATION TO PARTICIPATE.
THE DEADLINE FOR PARTICIPATION IS MARCH 10, 2022.

This letter is part of the formal notice required by the Settlement.

If your subdivision is represented by an attorney with respect to opioid claims, please immediately contact them.

Please note that this settlement is a **NEW** opioid settlement; your subdivision may have previously submitted documents for the Distributors, Janssen/J&J, and Endo settlements.

To participate in this Teva settlement, you will need to submit new documentation.

WHY IS YOUR SUBDIVISION RECEIVING THIS NOTICE?

You are receiving this letter because Texas settled with Teva, and your subdivision may participate in the Settlement. This notice is being sent directly to subdivisions who are not litigating against Teva. If you are represented by an attorney with respect to opioid claims, please immediately contact them. Please note that there is no need for subdivisions to be represented by an attorney or to have filed a lawsuit to participate in the Settlement.

Your subdivision may have already signed on to the Distributor, Janssen/J&J, and Endo settlements and adopted the Texas Term Sheet. **If so, do not disregard this notice. This Settlement is a settlement with Teva.** If you have already signed on to the Teva Settlement, you may disregard this notice.

HOW DO YOU PARTICIPATE IN THE SETTLEMENTS?

You must go to the Texas Attorney General's website to participate in the Settlements (if your subdivision is eligible). All required documentation must be executed and submitted to the email address: opioids@oag.texas.gov. Your subdivision will need to submit the Texas Subdivision and Special District

Election and Release Form. Please also be sure to include in the Form the identity and email address of the individual who will be authorized to sign formal and binding documents on behalf of your subdivision.

SETTLEMENT OVERVIEW

After years of negotiations, a proposed Texas settlement agreement ("Settlement") has been reached that would resolve all opioid claims for Texas and its political subdivisions against pharmaceutical manufacturer Teva Pharmaceutical Industries Ltd.; Teva Pharmaceuticals USA, Inc. ("Teva USA"); Cupric Holding Co., Inc.; Teva Pharmaceutical Holdings Cooperative U.A.; Teva Pharmaceuticals Europe B.V.; Cephalon, Inc.; Watson Laboratories, Inc.; Actavis LLC; Actavis Pharma, Inc. f/k/a Watson Pharma, Inc.; Warner Chilcott Co., LLC; Actavis South Atlantic LLC; Actavis Elizabeth LLC; Actavis Mid Atlantic LLC; Actavis Totowa LLC; Actavis Kadian LLC; Actavis Laboratories UT, Inc. f/k/a Watson Laboratories Inc.-Salt Lake City; Actavis Laboratories FL, Inc. f/k/a Watson Laboratories, Inc.-Florida; and Anda, Inc. ("Teva").

The proposed Settlement requires Teva to pay \$225 million (the "Settlement Amount") to Texas and its political subdivisions. Of the Settlement Amount, \$150 million is to be a direct monetary payment, of which approximately \$131.5 million is earmarked for use by Texas and its subdivisions to remediate and abate the impacts of the opioid crisis. As part of the settlement, Teva will also provide \$75 million worth of generic Narcan to the State of Texas for use by local law enforcement and medical personnel to provide lifesaving intervention for opioid overdoses.

The Settlement also contains injunctive relief provisions governing the opioid marketing and sale practices at the heart of the opioid claims in the lawsuits.

The subdivisions within Texas are entitled to decide whether they wish to participate in the settlement. Any subdivision that does not participate cannot directly share in any of the settlement funds.

WHERE CAN YOU FIND MORE INFORMATION?

This letter is intended to provide a brief overview of the Settlement. Detailed information about the Settlement may be found at the website set up by Office of the Attorney General of Texas:

<https://www.texasattorneygeneral.gov/globalopioidsettlement>.

WHY YOU SHOULD PARTICIPATE

Texas and attorneys for Bexar, Dallas, Harris, and Tarrant counties have announced support of this settlement.

Subdivision participation is strongly encouraged, for the following reasons:

First, the amounts to be paid under the settlement, while insufficient to abate the epidemic fully, will contribute to allowing Texas and its local governments to commence with meaningful change designed to curb opioid addiction, overdose, and death, following on the Distributors and Johnson & Johnson/Janssen settlements from 2021;

Second, time is of the essence. The opioid epidemic continues to devastate communities around the country, and it is critical that the funds begin to flow to allow governments to address the epidemic in their communities ***as soon as possible***; and

Third, you know first-hand the effects of the opioid epidemic on your community. Funds from these settlements will be used to commence abatement of the crisis and provide relief to your citizens while litigation and settlement discussions proceed against numerous other defendants in the opioid industry.

HOW WILL SETTLEMENT FUNDS BE ALLOCATED IN TEXAS?

The Texas Term Sheet, which sets the allocation between subdivisions and the State, can be found on the Texas Attorney General's website. Any questions concerning the status or terms of the Texas Term Sheet and allocations in Texas can be directed to the Texas Attorney General's Office.

You may be contacted by the Texas Attorney General's Office with additional information regarding the allocation of settlement funds in Texas. Subdivisions with representation can expect information from their attorneys. We encourage you to review all materials and to follow up with any questions. The terms of these settlements are complex, and we want to be sure you have all the information you need to make your participation decision.

NEXT STEPS

This settlement requires that you take affirmative steps to 'opt in' to the settlement. If you do not act, you will not receive any settlement funds.

First, have your authorizing person(s) or body begin to review the materials on the website concerning the settlement agreement terms and the Texas Term Sheet. Develop a list of questions for your counsel or the Texas Attorney General's Office. Your subdivision will need to begin the process of deciding whether to participate in the proposed settlement, and subdivisions are encouraged to work through this process well before the March 10, 2022, deadline. Again, the Texas Attorney General's Office, your counsel, and other contacts within the state are available to discuss the specifics of the settlements within your state and we encourage you to discuss the terms and benefits of the settlements with them.

Second, should you decide to proceed with participating, your subdivision will need to submit your signed Subdivision and Special District Election and Release Form to opioids@oag.texas.gov.

NOTE: if your subdivision has not already done so, your subdivision will need to adopt the Texas Term Sheet and its intrastate allocation schedule. If your subdivision has previously signed on to the Distributors, J&J/Janssen, and/or Endo settlements, you will have already adopted the Texas Term Sheet. There is no need to readopt the Texas Term Sheet. If you have NOT adopted the Texas Term Sheet, please contact opioids@oag.texas.gov.

We urge you to view the Texas Attorney General's website at your earliest convenience. Information and documents regarding the settlement can be found on the settlement website at:

<https://www.texasattorneygeneral.gov/globalopioidsettlement>

Questions regarding the opioid settlements can be directed to: Stephanie Eberhardt (stephanie.eberhardt@oag.texas.gov), Caroline Griggs (caroline.griggs@oag.texas.gov), and opioids@oag.texas.gov.

FREQUENTLY ASKED QUESTIONS

1. **My subdivision already signed up for opioid settlements, is that good enough for this settlement?**

No, you will need to submit the **Teva Subdivision and Special District Election and Release Form** specifically for this settlement; opting in to the other settlements does not sign you up for this one.

2. **Does my subdivision need to pass a resolution to sign up for this settlement?**

This depends on the specifics of what your county or city is required to do to release legal claims. If your city manager, for example, is authorized to generally enter into opioid settlements, you may not need a resolution. Consult your legal counsel for advice.

If your subdivision has already adopted the Texas Term Sheet to sign on to a previous opioid settlement, you do NOT need to adopt an additional resolution.

3. **When will my subdivision receive funds from this settlement and/or the other settlements?**

Funds for the Distributors, J&J/Janssen, Endo, and now Teva settlement are still on track to being paid out in March or April of this year. We will provide updates when we have more information.

4. **How much will my subdivision receive from the Teva Settlement?**

If you have questions about your subdivision's individual allocation amount, please contact Stephanie Eberhardt (stephanie.eberhardt@oag.texas.gov), Caroline Griggs (caroline.griggs@oag.texas.gov), or opioids@oag.texas.gov.

Exhibit B

TEXAS SUBDIVISION AND SPECIAL DISTRICT ELECTION AND RELEASE FORM

This Election and Release Form for Texas Participating Subdivisions¹ resolves opioid-related Claims against Teva under the terms and conditions set forth in the Teva Texas State-Wide Opioid Settlement Agreement between Teva, the State of Texas, and the Counties of Dallas, Bexar, Harris and Tarrant (the “Agreement”), the provisions of which are here incorporated by reference in their entirety. Upon executing this Election and Release Form, a Participating Subdivision agrees that, in exchange for the consideration described in the Agreement, the Participating Subdivision is bound by all the terms and conditions of the Agreement, including but not limited to the Release found in Section VII of the Agreement and the provisions concerning participation by Subdivisions or Special Districts in Section VIII, and the Participating Subdivision and its signatories expressly represent and warrant on behalf of themselves that they have, or will have obtained on or before the Effective Date or on or before the execution of this Election and Release Form if executed after the Effective Date, the authority to settle and release, to the maximum extent of the Subdivision’s and Special District’s power, all Released Claims related to Covered Conduct. If this Election and Release Form is executed on or before the Initial Participation Date, the Participating Subdivision shall dismiss the Released Claims with prejudice and sever Teva and all other Released Entities from all pending cases in which the Participating Subdivision has asserted Covered Claims against Teva or a Released Entity no later than the Initial Participation Date. If this Election and Release Form is executed after the Initial Participation Date, the Participating Subdivision shall dismiss the

¹ The Agreement defines a “Participating Subdivision” as a Subdivision or Special District that signs this Election and Release Form and meets the requirements for becoming a Participating Subdivision under subsection VIII.A. of the Agreement.

Released Claims with prejudice and sever Teva and all other Released Entities from all pending cases in which the Participating Subdivision has asserted Covered Claims against Teva or a Released Entity concurrently with the execution of this form. By executing this Election and Release Form, the Participating Subdivision submits to the jurisdiction of the Honorable Robert Schaffer, *In Re: Texas Opioid Litigation*, MDL No. 18-0358, Master File No. 2018-63587, in the 152nd Judicial District Court, Harris County, Texas.

Dated: _____

Texas Subdivision Name: _____

By: _____

[NAME]

[TITLE]

[ADDRESS]

[TELEPHONE]

[EMAIL ADDRESS]

Future Agenda Items

City Council

April 6, 2022, Regular Meeting

14 days before Meeting	(03/23/2022)	City Council and Staff items are due.
9 days before Meeting	(03/28/2022)	City Administrator and Mayor review agenda. Mayor sets the agenda. City Attorney is sent agenda.
8 days before Meeting	(03/29/2022)	Post agenda on bulletin board. City Council receives packet (allowing a day for corrections/ request additional information be added)
7 days before Meeting	(03/30/2022)	Post agenda packet to City Website.
Meeting Day	(04/06/2022)	Mayor and City Administrator meet with Department Heads Wednesday @ 10 a.m.

City Council = Red

Planning & Zoning = Green

Water Commission = Blue

Wildlife Management Advisory Commission = Brown

Municipal Court = Gray

Events = Yellow (First Friday)

City Holiday = Orange

Sun	Mon	Tues	Wed	Thur	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

May 4, 2022, Regular Meeting

14 days before Meeting	(04/20/2022)	City Council and Staff items are due.
12 days before Meeting	(04/22/2022)	City Administrator and Mayor review agenda. Mayor sets the agenda. City Attorney is sent agenda.
8 days before Meeting	(04/26/2022)	Post agenda on bulletin board. City Council receives packet (allowing a day for corrections/ request additional information be added)
5 days before Meeting	(04/29/2022)	Post agenda packet to City Website.
Meeting Day	(05/04/2022)	Mayor and City Administrator meet with Department Heads Wednesday @ 10 a.m.

City Council = Red

Planning & Zoning = Green

Water Commission = Blue

Quarry Commission = Purple

Municipal Court = Gray

Events = Yellow (First Friday)

City Holiday = Orange

Sun	Mon	Tues	Wed	Thur	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

PENDING FUTURE AGENDA ITEMS

1. Design on Water Tanks at Well Site 9 and 10/Retainer Wall of City Hall...*McCaw*
2. Monitoring Wells in the City of Garden Ridge...*Arvidson*
3. Update on City-funded monument for Paul Davis Park... *Bower*
4. Ethics Ordinance ... *8-30-17 City Council motion*
5. Website and Social Media Policy