



City of Garden Ridge

9400 Municipal Parkway
Garden Ridge, Texas 78266-2600
(210) 651-6632
Fax (210) 651-9638

AGENDA REGULAR CITY COUNCIL MEETING, JULY 5, 2017 AT 6:00 P.M.

The Garden Ridge City Council will meet in a regular session on Wednesday, July 5, 2017 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 on June 30, 2017 before 5:00 p.m., 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 48 hours prior to this meeting.

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. City/Employee Recognitions
5. Citizen's Participation - Limit remarks to three (3) minutes per citizen

Rules for Citizen's Participation:

The City Council welcomes citizen participation and comments at all of their Council Meetings. As a courtesy to your fellow citizens and out of respect to our elected officials, we request that if you speak, that you please follow these guidelines.

- a) Direct your comments to the entire Council, not to an individual member, nor to the audience.
- b) Show the City Council the same respect and courtesy that you would like to be shown.
- c) Limit remarks to three (3) minutes per citizen during Item 5 and to two (2) minutes per citizen during Item 8.
- d) Citizens' comments will be limited to one (1) hour in Item 5 and thirty (30) minutes in Item 8.
- e) Citizens' comments may be deferred to a specific Business Item set forth in Section 7, below, if such comments pertain to such Business Item.

*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 Council is limited to either a statement of specific factual information or a recitation of existing policy. TEX. GOV'T CODE § 551.042.*

6. Consent Agenda

THE FOLLOWING ITEMS MAY BE ACTED UPON IN A SINGLE MOTION. NO SEPARATE DISCUSSION OR ACTION ON ANY OF THESE ITEMS WILL BE HELD UNLESS REQUESTED BY A MEMBER OF CITY COUNCIL. PUBLIC COMMENT ON CONSENT AGENDA ITEMS MAY BE HEARD DURING CITIZEN'S PARTICIPATION, BUT COMMENTS HEARD DURING CITIZEN'S PARTICIPATION DOES NOT MEAN THAT THE ITEM WILL BE CONSIDERED OUTSIDE THE CONSENT AGENDA.

- a) Approval of Minutes:
 - i. June 7, 2017 City Council Regular Meeting
- b) Financial Statement and Investment Report –May 31, 2017
- c) Approval of the Bexar Metro 9-1-1 Network District's Proposed Fiscal Year 2018 Budget in accordance with Texas Health & Safety Code, Chapter 772.309.
- d) Approval of the 2018 Comal Appraisal District Budget in accordance with Section 6.06(b) of the Texas Property Tax Code.
- e) Government/Municipal/Public Funds Business Entity Deposit Authorization Resolution 415- 072017 to update authorized signers on sixteen City of Garden Ridge accounts held at 1 First United.

ACTION ON THE CONSENT AGENDA

7. Business Items

The following items are for discussion, consideration and action.

- a) Action on items pulled from the Consent Agenda
- b) Staff Reports:
 - i. City Administrator Monthly Activity Report
 - Sign approvals since prior Council meeting
 - Community Center usage and financial report
 - Building Permits issued to date for residential, commercial and minor Construction projects
 - Upcoming events
 - ii. Police Department Monthly Activity Report
 - Traffic Enforcement
 - Criminal activity within city
 - Code Compliance Enforcement
 - Upcoming events-National Night Out
 - iii. Public Works Monthly Activity Report
 - Street and Right-Of-Way Maintenance
 - Drainage Facility and Easement Maintenance
 - Animal Control (domestic and wild)
 - Public Works Projects
 - Request for purchase of icemaker

- iv. Water Manager Monthly Activity Report
 - Water pumping/usage from city wells
 - Water system infrastructure maintenance, repairs and/or projects
 - Water and/or Drought Management
 - Briefing on status of Well #2
- v. Library Monthly Activity Report
 - New Patrons
 - Old Patrons
 - Library activities and classes
- c) City Engineer Projects Status Reports:
 - i. CIP Project for 2013
 - ii. CIP Project for 2015
 - a. Phase I
 - b. Phase II
 - c. Trinity Wells #9 and #10 Project
 - d. Municipal Parkway Seal Coating
 - e. Waterline extension project to Winco/Naco Loop
 - f. Hickory Bend Drainage
 - iii. Sewer System (FM 2252)
- d) Approval/Disapproval of employee benefits for fiscal year 2018 and authorize City Administrator to negotiate contracts with Texas Municipal League IEBP:
 - i. Health insurance:
 - a. Option 1: \$486.32/month/employee
 - b. Option 2: \$463.10/month/employee
 - ii. Dental insurance at \$29.01/month/employee
- e) Planning and Zoning Commission Recommendations and Possible Action:
No report.
- f) Quarry Commission Recommendations and Possible Action:
No report.
- g) Water Commission recommendations and Possible Action:
No report.
- h) Wildlife Management Advisory Commission:
Report by Councilmember Erickson.
- i) Garden Ridge Parks Committee:
 - a. July 4th Celebration
 - b. Review FY2018 Budget Request
- j) City Administration Project Updates:
 - i. Animal Control Ordinance amendments
 - ii. City Council Idea/Suggestions

- iii. Communication efforts
 - a. Citizen Concern/Input
 - b. City Council calendar
 - c. Website
 - iv. Master Land Use Plan Update
 - a. Status of Project
 - b. Steering Committee Meeting, August 7th at 6:45p.m.
 - c. Town Hall Meeting, August 28th at 6 p.m.
 - v. Personnel Policy
 - vi. Proposed 2018 Budget and 2017 Tax Rate Schedule and process
- k) City Council Discussions/Project Updates:
- i. Mayor's communication efforts
 - ii. Discussion on creation of list of CISD activities/concerns regarding new high school location to include a possible letter to CISD (Thompson)
 - iii. Creation of list of items for discussion with TxDOT at a public meeting (Arvidson)
 - iv. Twice a month meetings (Lantzy)
 - v. Town Hall meetings (Lantzy)
 - vi. Future Agenda Items
8. Citizen's Participation – Limit remarks to two (2) minutes per citizen
See "Rules for Citizen's Participation" under Item 5.
9. 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 ("MPO") Northeast Partnership
 - Bexar County
 - Boy Scouts and/or Girl Scouts
 - Cibolo Valley Local Government Corporation ("CVLGC")
 - Citizens on Patrol
 - City Planning & Zoning Commission
 - City Quarry Commission
 - City Water Commission
 - Comal County
 - Comal ISD/Garden Ridge Elementary
 - Garden Ridge Lions Club
 - Garden Ridge Police Academy Alumni Association
 - Greater Bexar County Council of Cities
 - Guadalupe County
 - Joint Base Land Use Study-Randolph
 - Lonestar Light Rail
 - Northeast Lakeview Friends of Nighthawk
 - Schertz-Seguin Local Government Corporation ("SSLGC")
 - TxDOT
 - United States Postal Service

10. Executive Session

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

Pursuant to Texas Government Code Chapter 551.071 to consult with City Attorney to seek or receive legal advice regarding warranty responsibilities and contract specifications as related to ongoing CIP projects.

10. Business Items (continued)

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.

11. 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 City Council may vote and/or act upon any item within this Agenda. The Council reserves the right to retire into executive session concerning any of the items listed on this Agenda, pursuant to and in accordance with Texas Government Code Section 551.071, to seek the advice of its attorney about pending or contemplated litigation, settlement offer or on 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 conflict with the Open Meetings Act and may invoke this right where the City Attorney, the Mayor or a majority of the Governing Body deems an executive session is necessary to allow privileged consultation between the City Attorney and the governing body, if considered necessary and legally justified under the Open Meetings Act. The City Attorney may appear in person, or appear in executive session by conference call in accordance with applicable state law.

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 other city board, 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 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 is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.



Shelley Goodwin, TRMC
City Secretary

This is to certify that I, Shelley Goodwin, posted this Agenda at 3:15 p.m. on June 28, 2017 on the bulletin board located at the entrance to the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas.



Shelley Goodwin, TRMC
City Secretary

City Administrator

From: Adm Liaison
Sent: Thursday, June 22, 2017 11:30 AM
To: City Administrator
Cc: City Secretary
Subject: Ms. Patricia Welty - Thank you!

Ms. Welty phoned to thank Brad and Chris for their quick assistance with her backflow shut off/sprinkler system issue. Her own plumber was not able to figure out why her sprinklers did not turn on as programmed and Brad and Chris resolved the problem.

Lori Claus

Administrative Support Liaison

City of Garden Ridge

210-651-6632

AdmLiaison@ci.garden-ridge.tx.us

City Administrator

From: [redacted]
Sent: Tuesday, June 13, 2017 12:55 PM
To: City Administrator
Subject: FW: Park Lane Park

Nancy,

See Linda Potts' email below. Thank You!

Shelby

From: Linda Potts [[mailto:lpotts@satx.rr.com](#)]
Sent: Tuesday, June 13, 2017 9:01 AM
To: Shelby <stgov@satx.rr.com>
Subject: Park Lane Park

Shelby,

Thank you so much for helping us get the items at the Park Lane Park fixed! Both handles on the faucets were changed out, and can easily be turned on.

They put road base in the parking lot because the edge at Bat Cave was eroded. Better for our car tires. I checked the poop container, and they had changed out the sack.

You do not know how much I appreciate your help with all of these things.

See you at the Park.

Linda



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MINUTES OF CITY COUNCIL REGULAR MEETING, **JUNE 7, 2017**

Members Present:

Mayor Larry Thompson
Mayor Pro-Tem John McCaw
Councilmember Todd Arvidson
Councilmember Robb Erickson
Councilmember Bryan Lantzy

Member Absent:

Councilmember (Place 5 Vacant Position)

City Staff Present:

Nancy Cain, City Administrator
Cynthia Trevino, City Attorney
Ron Eberhardt, Police Chief
Royce Goddard, Water Department Manager
Steven Steinmetz, Public Works Director
Shelley Goodwin, City Secretary

Commission Chairs Present:

Kay Bower, Planning and Zoning Commission Vice-Chairman

1. Call to Order

With a quorum of the City Council members present, Mayor Thompson called the regular meeting of the Garden Ridge City Council to order at 6:01 p.m. on Wednesday, June 7, 2017, in the City Council Chambers of the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas 78266.

2. Pledge of Allegiance

Councilmember Arvidson led the Pledge of Allegiance.

3. Proclamations, Recognitions and/or events

a) Proclamation

Life Saving Award – Sgt. Keith Osborn

Chief Eberhardt read the award and provided Sgt. Keith Osborn with the Life Saving Award. Sgt. Osborn was pinned with the Life Saving pin by his son Keith Osborn, Jr.

Mayor and City Council thanked Sgt. Osborn for his heroic actions in assisting with saving the life of a resident.

Chief Eberhardt stated he has recently ordered more AED's with Federal Drug Seizer Funding, which will allow for officers to have more access to lifesaving equipment.

b) Employee recognitions and/or City events

i. Recognitions for City employees

Nancy Cain, City Administrator, stated she has received the following recognitions:

- City Staff received a thank you for helping with set up of CISD Bond Election
- Sgt. Osborn and Officer Thoemke received a thank you for their civic assistance
- City of Garden Ridge received a thank you for assisting with collections of food items for a food drive

c) Upcoming City events

Mayor Thompson reminded residents to come out to the July 4th Celebration which will be held in Paul Davis Park and begins at 9:30 a.m.

4. Citizen's Participation- 3 minute limit per citizen

Nancy Cain, City Administrator, read the Citizen Participation rules.

Mayor Thompson emphasized and explained the provisions and the regulations of the Texas Open Meetings Act.

Gerry Franklin, 7911 Indian Mound, stated she wished to speak regarding the CISD Bond for the new high school. She stated she feels the City Council is not standing up for citizens by opposing the new High School to be built in Garden Ridge. She asked that the City Council reconsider this action and to communicate better with its residents regarding these types of issues.

Karen Adams, 9010 Cinnabar Court, stated she wished to speak regarding the CISD Bond for the new high school. She read a letter opposed to the new high school being located in the City of Garden Ridge. She stated she felt the City Council was not honest with the residents regarding the proposed location and did not notify the residents about the new location of the high school, nor did they notify anyone that they would have a presentation or discussion on the new location of the high school.

Ken Kneupper, 8891 Schoenthal Road, stated he wished to speak regarding the CISD Bond. He stated he is the 1st vice president of his HOA and they have known for a year about the proposed location of the high school and that the proposed new location is not in the city limits. He also stated he attends school board meetings and City Council Meetings so that he stays informed and is not blindsided by issues. CISD was contacted by the City of Schertz and informed that they want their land back and are willing to pay a lot of money, which would be a good business decision for CISD. He also stated the Hubertus Road site will cause drastic traffic issues since that road is not big enough for both a middle school and high school.

Jonathan Tucker, 9205 Gloxinia, stated he provided a packet of issues to the City Council, but wished to speak on Ordinance 71. He stated he feels the Oak Wilt Abatement Ordinance 71 is not the best way to manage Oak Wilt. He feels the City should contact the neighbors and the City should work out the treatment and funding plan. He stated currently the Go Fund Me account has only raised \$500 and he has found that no other cities handle abatement it this way. He believes the ordinance just needs to be amended to take the burden off homeowners.

5. Consent Agenda

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CONSENT AGENDA ITEMS MAY BE HEARD DURING CITIZEN'S PARTICIPATION, BUT COMMENTS HEARD DURING CITIZEN'S PARTICIPATION DOES NOT MEAN THAT THE ITEM WILL BE CONSIDERED OUTSIDE THE CONSENT AGENDA.

- a) **Approval of Minutes:**
 - i. **May 1, 2017 City Council and Planning & Zoning Commission Joint Meeting**
 - ii. **May 3, 2017 City Council Regular Meeting**
 - iii. **May 17, 2017 City Council Special Meeting**
- b) **Financial Statement and Investment Report –April 30, 2017**
- c) **Approval of new employee with 90-day probationary period of a salary set at 5% less than salary set for position in the 2017 Budget applicable to said position:**
 - i. **Christopher Grang for Water Department**
- d) **State of the City**
 - i. **City Administrator Monthly Activity Report**
 - Sign approvals since prior Council meeting
 - Community Center usage and financial report
 - Building Permits issued to date for residential, commercial and minor Construction projects
 - ii. **Library Monthly Activity Report**
 - New Patrons
 - Old Patrons
 - Library activities and classes
 - iii. **Water Manager Monthly Activity Report**
 - Water pumping/usage from city wells
 - Water system infrastructure maintenance, repairs and/or projects
 - Water and/or Drought Management
 - iv. **Public Works Monthly Activity Report**
 - Street and Right-Of-Way Maintenance
 - Drainage Facility and Easement Maintenance
 - Animal Control (domestic and wild)
 - Public Works Projects
 - v. **Police Department Monthly Activity Report**
 - Traffic Enforcement
 - Criminal activity within city
 - Code Compliance Enforcement

Mayor Thompson stated he wanted Agenda Item 6. d) iii. pulled off the Consent Agenda to be considered separately and with Agenda Item 7. s) v, which will be moved up in the Agenda order.

Motion: A motion was made by Councilmember Lantzy, seconded by Councilmember Arvidson, to approve the remainder of the Consent Agenda items 6. a), b) c), d) i., ii., iv. and v. The City Council voted four (4) for and none (0) opposed. The motion carried unanimously.

6. Business Items

The following items are for discussion, consideration and action.

a) Action on items pulled from the Consent Agenda

Mayor Thompson moved up 7.s) v. so it could be discussed with the Water Manager Report pulled from the Consent Agenda.

Royce Goddard, Water Manager, provided an update on Well 2. He stated no preventive maintenance or rehab has been performed since it was last pulled in 1996, but when the well was put back online no water was flowing out. The well was then pulled again and found the shaft had broken. He provided a quote for the repairs which includes jetting to remove silt and other material built up. He also stated there is no indication the broken shaft has caused additional damage to the pump. He recommended replacing the shaft with a stainless steel shaft and jetting the well for a thorough clean up. Total cost \$36,437.94 with jetting; without jetting \$18,937.94.

The City Council discussed the rehab project and the bidding process.

Nancy Cain, City Administrator, updated the City Council on the competitive bidding process required for purchases over \$50,000. She also stated this project can be considered an emergency, so we would not have to go out for bids. She stated if the City Council moved for an approval to start the project tonight then we could bring back a Resolution ratifying the approval in July.

Motion: A motion was made by Councilmember Lantzy, seconded by Councilmember Arvidson, to approve the replacing of the shaft and to do the jetting for a total cost of \$36,437.94 for Wells #2. The City Council voted four (4) for and none (0) opposed. The motion carried unanimously.

Motion: A motion was made by Councilmember McCaw, seconded by Councilmember Lantzy, to approve Consent Agenda Item 6. d) iii. The City Council voted four (4) for and none (0) opposed. The motion carried unanimously.

Mayor Thompson provided the history of the Consent Agenda and what changes are being made specifically; the Department Reports will not be included in the Consent Agenda in the future.

b) City Engineer Projects Update:

- i. CIP Project for 2013**
 - a. Status report**
- ii. CIP Project for 2015**
 - a. Status report**
 - b. Trinity Wells pumpage and infrastructure**
- iii. CIP Project for 2016**
 - a. Status report**
 - b. Prioritization of additional projects**
 - c. Seal coating of Municipal Parkway**
- iv. Water Master Plan**
- v. Sewer System (FM 2252)**
- vi. Hickory Bend Drainage**

Pat Lackey, Trihydro, reviewed his report (see attached) and PowerPoint (see attached). He provided a project timeline on Phase I of the CIP Project.

City Council stressed the importance of the schedule and communications on the project schedule to the residents of the City of Garden Ridge.

Mr. Lackey stated he would provide updates on the schedule to the City Staff for the website and social media.

The City Council asked for a briefing of the appearance of Well 9 & 10.

Royce Goddard, Water Manager, stated Wells 9 & 10 will look like the City's current elevated well behind City Hall, but for security purposes there will be a fence. He stated there will be two fence: a wooden 8'ft fence with a second chain-link fence with wire at the top, inside the wooden fence. He also stated only the tanks and wooden fence will be visible.

Mr. Lackey stated there is currently no action to be taken on the sewer system; they are currently updating cost estimates and looking at the TxDOT project effect on the system.

Mr. Lackey stated Hickory Bend has been delayed due to weather and he will contact the 3 residents with the new schedule.

Mayor Thompson provided an update from his conversation with Mr. Lackey regarding the Hickory Bend Project and the contractor has agreed to do the project without charging for labor.

The City Council agreed by consensus for the cost increase for the Hickory Bend project, but not to exceed \$500.

Mr. Lackey stated the Winco project is currently in the designs process, and he will provide the designs to City Staff in 60 days for review and then approval.

c) City Engineer recommendation and possible award of bid for Municipal Parkway seal coating and authorize the City Administrator to execute the contract.

Pat Lackey, Trihydro, stated there was a bid opening on May 31, 2017, for the Municipal Parkway seal coating. He stated they requested a base bid along with 2 alternative bids for city hall, community center and parking lots. The lowest bidder was Old Castle Materials with a base bid of \$26,571 and with the 2 alternative bids the total bid was \$46,053 with the completion of the project occurring in 32 calendar days. He stated he recommends the City Council award the bid to Old Castle Materials dba Wheeler Coatings.

The City Council discussed when the work would be conducted.

Mayor Thompson stated Staff will need to coordinate with the school, Community Center, Library, City Hall and emergency staff.

Motion: A motion was made by Councilmember Lantzy, seconded by Councilmember Erickson, to approve the City Engineer recommendation of awarding the bid for Municipal Parkway seal coating to Old Castle Material dba Wheeler Coatings in the amount not to exceed \$46,053 and authorize the City Administrator to execute the contract. The City Council voted four (4) for and none (0) opposed. The motion carried unanimously.

d) Election of Mayor Pro-Tem for a one year period expiring May 2018.

Mayor Thompson stated Mayor Pro-Tem McCaw has volunteered to serve another term as Mayor Pro-Tem

Motion: A motion was made by Councilmember Lantzy, seconded by Councilmember Arvidson, to appoint Councilmember McCaw as Mayor Pro-Tem for a one year period expiring May 2018. The City Council voted four (4) for and none (0) opposed. The motion carried unanimously.

- e) Consider consent to assignment of exclusive franchise agreement between the City of Garden Ridge and Bexar Waste to BFI Waste Services of Texas, LP.; the contract will be assigned by Bexar Waste to BFI Waste Service of Texas, LP. who will assume all obligations of the remainder of the current contract.**

Miguel Gutierrez stated he has been running the company ever since his father's murder. He stated the City of Garden Ridge has been dear to their company and he will miss doing business with us, but coming to work every day has been a constant reminder of their loss. He stated they are asking for consent from the City Council, so they can sell their business and move forward with grieving. He introduced Tom Armstrong with BFI Waste Services of Texas, LP.

The City Council gave their condolences to the Gutierrez family and thanked them for the superior service.

Tom Armstrong stated he has spent lots of time with Mr. Gutierrez and learned a lot about the city and the standard of service they provide. He stated the City has their commitment to work with the same work ethics and superior service that Garden Ridge is accustomed to. Mr. Armstrong introduced Ryan Whiteside, Terry Gablick, John Carrington, Filda Juarez, and Kenny Ramsensky. He stated he believes if it isn't broken don't fix it; service dates, service and carts will stay the same but later branding will change.

Councilmember Erickson provided a history of his experience with trash collection services when takeover by another company. He stated services went down and cost went up.

Tom Armstrong stated the cost provided in the current contract will remain the same. He stated BFI is committed to keeping the service the same if not better. He stated during the transition they will have additional drivers, but drivers the City has now will stay the same.

Motion: A motion was made by Councilmember Erickson, seconded by Councilmember McCaw, to approve and provide consent to assignment of exclusive franchise agreement between the City of Garden Ridge and Bexar Waste to BFI Waste Services of Texas, LP.; the contract will be assigned by Bexar Waste to BFI Waste Service of Texas, LP. who will assume all obligations of the remainder of the current contract. The City Council voted four (4) for and none (0) opposed. The motion carried unanimously.

- f) Designation of authorized signers on bank accounts held by the City of Garden Ridge with American Bank of Texas and TexPool.**

Mayor Thompson stated American Bank of Texas has been sold and is now #1 First United. He stated currently the signatures are the Mayor, Mayor Pro-Tem, City Administrator, and City Secretary.

Motion: A motion was made by Councilmember Lantzy, seconded by Councilmember Arvidson, to approve the designation of authorized signers as Mayor, Mayor Pro-Tem, City Administrator, and City Secretary on bank accounts held by the City of Garden Ridge with #1 First United and TexPool. The City Council voted four (4) for and none (0) opposed. The motion carried unanimously.

g) City of Garden Ridge requested assistance of Comal County with Fire Code Enforcement and Fire Investigation assistance.

i. Consider Interlocal Cooperation Agreement between Comal County and the City of Garden Ridge for Fire Code Enforcement.

Nancy Cain, City Administrator, stated previously the City of Garden Ridge received the services through Bill Anz, as Fire Marshal with Bracken Volunteer Fire Department, but he no longer wishes to continue those services for the City. She stated the only option was to contract with Comal County. She stated there is no cost to the City for these services.

Motion: A motion was made by Councilmember McCaw, seconded by Councilmember Lantzzy, to approve the Interlocal Cooperation Agreement between Comal County and the City of Garden Ridge for Fire Code Enforcement. The City Council voted four (4) for and none (0) opposed. The motion carried unanimously.

ii. Consider the approval of Ordinance 201-062017 of the City of Garden Ridge establishing the position of Fire Marshal; authorizing the duly appointed Comal County Fire Marshal to perform the duties of Fire Marshal on behalf of the City of Garden Ridge; granting the Comal County Fire Marshal the powers, rights and privilege of Fire Marshal; adopting the Comal County Fire Code, as amended; providing for severability; providing a repealing clause and providing an effective date.

Nancy Cain, City Administrator, stated Ordinance 201 establishes the Fire Marshal position for the City of Garden Ridge.

Motion: A motion was made by Councilmember Lantzzy, seconded by Councilmember McCaw, to approve Ordinance 201-062017 of the City of Garden Ridge establishing the position of Fire Marshal; authorizing the duly appointed Comal County Fire Marshal to perform the duties of Fire Marshal on behalf of the City of Garden Ridge; granting the Comal County Fire Marshal the powers, rights and privilege of Fire Marshal; adopting the Comal County Fire Code, as amended; providing for severability; providing a repealing clause and providing an effective date. The City Council voted four (4) for and none (0) opposed. The motion carried unanimously.

h) Discussion and possible direction on a request from Astrid Wisser for City Council assistance concerning TCEQ Air Quality Permits for two rock crushing plants outside of Garden Ridge city limits on Coyote Run and Old Nacogdoches Rd.

Mayor Thompson stated Astrid Wisser emailed and asked that this information be shared with the City Council, so it was placed on the City Council agenda. He stated the two rock crushing plants are located outside the city limits which limit the city's role.

Cynthia Trevino, City Attorney, stated with the location of the two rock crushing plants being outside the City of Garden Ridge city limits and ETJ, the City Council cannot provide any regulation, however we can write letters expressing our concerns.

Astrid Wisser reviewed the paperwork she provided to the City Council and she spoke on the effects it can have on residents of Garden Ridge. She stated these plants will also be adding additional truck traffic in Garden Ridge. She stated she feels helpless surrounded by these types of industries and them polluting our air.

The City Council discussed the reason why these industries are locating in this area and the types of control the City has when they locate outside the city limits. They also encouraged residents to go on the TCEQ website and express their concerns about these types of industries.

Royce Goddard, Water Manager, stated ACCOG has installed Air Quality Monitors at the City's 3009 well site. He stated these are checked monthly and the results are reported to different agencies including TCEQ. He also stated the air quality in the City of Garden Ridge is good.

Mayor Thompson stated the City's only option is to write letters to TCEQ and other agencies letting them know we are opposed to the location of these types of industries. He also encouraged residents to pay close attention to your state legislature; they are trying to take control from local government. He also stated there are several bills on the State Legislature's Special Session that are harmful to municipalities and could create serious issues for municipalities. He encouraged citizens to contact their representatives.

Cynthia Trevino, City Attorney, stated she will provide a letter to the City Administrator so it can be adjusted to fit the current situation.

The City Council agreed by consensus to send letters to TCEQ and other elected officials expressing concern with these types of industries.

i) Discussion and possible direction regarding a single official City of Garden Ridge Seal. (Thompson and McCaw)

Mayor Thompson stated recently he has discovered that the City has four different City Seals and believes that the City needs to officially adopt a single Seal. He provided the City Council with the official City Seal proposed (see attached). He stated in the near future the City Council will need to adopt an Ordinance that provides more specific use and colors of the City Seal, motto, department logos and more.

Mayor Pro-Tem McCaw stated he has noticed over the years several different City Seals and feels the City needs to be consistent.

The City Council agreed by consensus for the official City of Garden Ridge Seal to be the one Mayor Thompson proposed.

j) Discussion and possible direction regarding highlighting the star located on the front of City Hall. (McCaw)

Mayor Pro-Tem McCaw stated when you look at the front of City Hall the lettering and star blend in with the building since they are the same color as the stucco. He feels the lettering and the star should be highlighted to stand out.

Steven Steinmetz, Public Works Manager recommended painting the star and the letters with the terra cotta color that was used on the sign.

The City Council agreed by consensus to paint the star and lettering to highlight and to preferably use a blue color.

k) Discussion and possible authorization on creation of a 501.(c)3 for the Parks Committee and the Library. (Lantzy)

Councilmember Lantzy stated he has spoken with an attorney and received a quote for assisting in the formation of two non-profit corporations for a flat rate of \$2,000 each with any additional services being charged at the firm's hourly rate. He stated with a 501.(c)3 the Parks Committee and the Library can receive contributions, donations and apply for grants.

Cynthia Trevino, City Attorney, recommended delaying this discussion so she can review and meet with the entities to find out the exact needs, to insure City property is protected.

Mayor Thompson stated the creation of a 501.(c)3 should not cost that much and the City should get with other organizations and find out how they created their 501.(c)3.

Shelby Trial, Parks Committee Chair, stated there is a lot of work that goes into the creation of a 501.(c)3. He stated the Parks Committee has been looking at the Keep Texas Beautiful program, which would allow them to use their 501.(c)3, but their affiliation also takes a lot of work and is very structured. He also stated there are over 390 municipalities in Texas affiliated with this program. Mr. Trial stated Lisa Swint has agreed to take the lead on this project and do more research on the qualifications and restrictions to enroll in this program. He stated their intention is to join KTB which cost \$100 and opens up an opportunity to several grants, but they will also continue working on getting their own 501.(c)3.

The City Council agreed by consensus to continue exploring other avenues of receiving their 501.(c)3 status for the Parks Committee and Library.

l) Update on Municipal Court and proposal to solicit applications for Municipal Court Judge.

Nancy Cain, City Administrator, stated with the passing of our Municipal Court Judge John Hrnir, the City Council will need to appoint another Municipal Court Judge. She stated the City currently has an Alternate Municipal Court Judge so the City is covered until one is hired. She also stated she will advertise the vacant position and request that anyone interested should submit their resume. She will bring the top candidate to the July or August City Council meeting for them to consider appointing as the new Municipal Court Judge.

m) Planning and Zoning Commission Recommendations and Possible Action:

- i. Receive a recommendation on the petition from Brannon Properties, representing Joan Catheryn Fritze Crowell, for rezoning from Residence-Agriculture (RA) District to Neighborhood Service (B-1) District, 14.8 acre tract of land lying in the G.M. Dolson Survey 98, Comal County, Texas, further located at the southeast corner of the intersection of Nacogdoches Road (F.M. 2252) and Doerr Lane, Garden Ridge, Texas.**

Nancy Cain, City Administrator, stated she received an email from the Brannon's which stated the property owner is withdrawing their petition.

- ii. Receive a recommendation and consider amending the City of Garden Ridge Sign Ordinance No. 55-112004; providing for the regulation, installation, and maintenance of signs within the city limits and Extraterritorial Jurisdiction ("ETJ") of the City of Garden Ridge; providing for definitions, exemptions, locations, and size and height restrictions; requiring permits; prohibiting certain types of signs; providing a means for variances thereto; providing a repealing**

section; providing for enforcement and penalties; providing for severability; and providing for an effective date.

Kay Bower, Planning and Zoning Commission Vice Chair, stated Planning and Zoning Commission has worked on Ordinance 55 for almost a year. She stated the Planning and Zoning Commission voted unanimously to recommend to City Council the approval of Ordinances 55, 7, and 13. She then deferred any questions to the City Attorney.

Cynthia Trevino, City Attorney, stated that recent rulings from the Supreme Court regarding the regulations of signs affect how the city enforces signs. She stated several regulations were pulled out of Ordinance 55 and moved to Ordinance 7 or 13 which will allow the City to still regulate those items. She also stated once the new Land Development Code is adopted, then these Ordinances will need to be amended again.

The City Council discussed the flags and definitions in Ordinance 55.

Motion: A motion was made by Mayor Pro-Tem McCaw, seconded by Councilmember Lantzy, to approve the Planning and Zoning Commission recommendation to amend the City of Garden Ridge Sign Ordinance No. 55-112004; providing for the regulation, installation, and maintenance of signs within the city limits and Extraterritorial Jurisdiction (“ETJ”) of the City of Garden Ridge; providing for definitions, exemptions, locations, and size and height restrictions; requiring permits; prohibiting certain types of signs; providing a means for variances thereto; providing a repealing section; providing for enforcement and penalties; providing for severability; and providing for an effective date. The City Council voted four (4) for and none (0) opposed. The motion carried unanimously.

- iii. **Receive a recommendation and consider amending Ordinance 7-042006, 7-092008 and all amendments thereafter adopted, related to the rules and regulations governing plats, plans and subdivisions of land within the incorporated area and Extraterritorial Jurisdiction of the City of Garden Ridge, Texas; establishing a requirement to provide transferable water rights or other water resource acceptable to the City as an alternate water source to add to the Water System Infrastructure, to allow ample water supply to the subdivision, applicable to all subdivisions of land as provided; incorporating sign regulations herein; providing a severability clause; and providing an effective date.**

Motion: A motion was made by Councilmember Lantzy, seconded by Councilmember Erickson, to approve the Planning and Zoning Commission recommendation to amend Ordinance 7-042006, 7-092008 and all amendments thereafter adopted, related to the rules and regulations governing plats, plans and subdivisions of land within the incorporated area and Extraterritorial Jurisdiction of the City of Garden Ridge, Texas; establishing a requirement to provide transferable water rights or other water resource acceptable to the City as an alternate water source to add to the Water System Infrastructure, to allow ample water supply to the subdivision, applicable to all subdivisions of land as provided; incorporating sign regulations herein; providing a severability clause; and providing an effective date. The City Council voted four (4) for and none (0) opposed. The motion carried unanimously.

- iv. **Receive a recommendation and consider an amending Comprehensive Planning and Zoning Ordinance 13 of the City of Garden Ridge, Texas; establishes a Planning and Zoning Commission; establishes a Board of Adjustment; regulates and restricts the use and location of buildings and outbuildings, exterior lighting,**

fencing and landscaping; includes definitions, divides the City into Zoning Districts with regulations for each; sets Special Use Permit requirements; sets broadcast and reception antenna rules; adopts a map of the City showing the boundaries and classifications of Zoning Districts; incorporating sign regulations herein; prescribes a penalty of not less than \$10.00 nor more than \$2000.00 for violation of this Ordinance; and repeals Ordinance 13-102008 adopted on October 1, 2008.

Motion: A motion was made by Councilmember Erickson, seconded by Councilmember Arvidson, to approve the Planning and Zoning Commission recommendation to amend Comprehensive Planning and Zoning Ordinance 13 of the City of Garden Ridge, Texas; establishes a Planning and Zoning Commission; establishes a Board of Adjustment; regulates and restricts the use and location of buildings and outbuildings, exterior lighting, fencing and landscaping; includes definitions, divides the City into Zoning Districts with regulations for each; sets Special Use Permit requirements; sets broadcast and reception antenna rules; adopts a map of the City showing the boundaries and classifications of Zoning Districts; incorporating sign regulations herein; prescribes a penalty of not less than \$10.00 nor more than \$2000.00 for violation of this Ordinance; and repeals Ordinance 13-102008 adopted on October 1, 2008. The City Council voted four (4) for and none (0) opposed. The motion carried unanimously.

n) Quarry Commission Recommendations and Possible Action:

No report.

o) Water Commission recommendations and Possible Action:

No report.

p) Impact Fee Committee recommendation and update:

i. Review the proposed amended Water Master Plan and Water Impact Fee

Pat Lackey, Trihydro, reviewed the proposed amended Water Master Plan and Water Impact Fee (see attached PowerPoint). He also provided the history of the Water Impact Fee in the City of Garden Ridge and recommended increasing the fee to \$4,581 per connection.

ii. Hold public hearing to receive comments for or against the consideration of the amendment of land use assumptions and a capital improvements plan and the imposition of an impact fee for the City of Garden Ridge Water System (2016 Water Master Plan).

Mayor Thompson opened the public hearing at 8:26 p.m. and asked if anyone wished to speak for or against the amendment of land use assumption and a capital improvement plan and the imposition of an impact fee for the City of Garden Ridge Water System (2016 Water Master Plan).

With no citizens coming forth to speak, Mayor Thompson closed the public hearing at 8:27 p.m.

iii. Consider the approval of Ordinance 96-062017 of the City of Garden Ridge, Texas, providing definitions; adopting amendments to the Water Master and Capital Improvements Plan; establishing a Water Impact Fee based upon Living Unit Equivalents; providing construction, severability and Open Meeting clauses; and establishing an effective date; and amending ordinance 96-102009 approved on October 7, 2009.

Motion: A motion was made by Councilmember Erickson, seconded by Councilmember Lantzy, to approve Ordinance 96-062017 of the City of Garden Ridge, Texas, providing definitions; adopting amendments to the Water Master and Capital Improvements Plan; establishing a Water Impact Fee based

upon Living Unit Equivalents; providing construction, severability and Open Meeting clauses; and establishing an effective date; and amending ordinance 96-102009 approved on October 7, 2009. The City Council voted four (4) for and none (0) opposed. The motion carried unanimously.

q) Wildlife Management Advisory Commission:

i. Update on appointed Commissioners' willingness to serve.

Nancy Cain, City Administrator, stated in May the City Council appointed seven members to serve on the Wildlife Management Advisory Commission, but City Council asked that the seven members be contacted to ensure that they still were willing to serve on the Commission. She stated that the seven members were contacted and they are all willing to still serve.

ii. Update on first meeting date (June 19, 2017 at 6 p.m.) and meeting items.

Nancy Cain, City Administrator, stated the first meeting has been set for June 19, 2017 at 6 p.m. She stated the members will be sworn in, receive orientation training, and elect a chair and vice-chair at this meeting.

iii. Consider the appointment of the City Council Representative position.

Mayor Thompson stated Councilmember Erickson has volunteered to serve as the Councilmember Ex-Officio member.

Motion: A motion was made by Mayor Pro-Tem McCaw, seconded by Councilmember Arvidson, to appoint Councilmember Erickson to serve as the Ex-Officio member of the Wildlife Management Advisory Commission. The City Council voted four (4) for and none (0) opposed. The motion carried unanimously.

r) Update from the Garden Ridge Parks Committee:

i. July 4th Celebration

a. Request for additional funding (Lantzy)

Shelby Trial, Parks Committee Chair, stated he will need additional space in the July Grapevine in order to provide all the July 4th Celebration information in the Park's article. He stated with the new addition of events and awards, they are requesting additional funds.

Councilmember Lantzy stated that with all the additional events that will occur at the 2017 July 4th Celebration, he is requesting the City raise the July 4th budget an additional \$1,000.

Motion: A motion was made by Councilmember Erickson, seconded by Mayor Pro-Tem McCaw, to approve giving the July 4th Celebration line item an additional \$1,000. The City Council voted four (4) for and none (0) opposed. The motion carried unanimously.

Mayor Thompson stated he has requested the Parks Committee to come up with a prioritized list with cost for the upcoming budget process.

ii. Update on Walking Trails

This item was not discussed at this meeting.

s) Status Reports:

i. Animal Control Ordinance amendments

Nancy Cain, City Administrator, stated City Staff is still working on the amendments to the Animal Ordinance.

ii. Personnel Policy

Nancy Cain, City Administrator, stated she has received another Personnel Policy for consideration and Karen Ford, Finance/HR, is trying to tailor it to fit the City of Garden Ridge.

iii. City Administrator update on status of Senate Bill 2

Nancy Cain, City Administrator, stated she has not received any news on Senate Bill 2, but understands that a special session has been called.

iv. Master Land Use Plan Update

Nancy Cain, City Administrator, stated she was notified that Freese and Nichols received 489 completed surveys. She also stated she has received a rough draft of the proposed Master Land Use Plan, but she is asking Freese and Nichols to make some edits before she sends it out to the Steering Committee for their review.

v. Water Manager update on status of Well #2 (at F.M. 2252 site)

This item was discussed earlier in the meeting.

t) City Council Communication Projects:

i. City Council Idea/Suggestions

Mayor Thompson reviewed how this table was cleaned up. He asked that each Councilmember review this and to contact the City Administrator with any additions or edits.

Councilmember Lantzy asked the Mayor to provide the City Council with his goals so that the City Council knows how to help him achieve those goals.

Mayor Thompson stated he first wants to look at the City Council meetings and agendas and then look at strategic plans for future.

ii. Citizen Concern/Inputs

The City Council did not have any questions regarding this Agenda Item.

iii. Update on communication efforts

a. City Council calendar

Mayor Thompson asked that each Councilmember send their schedules for summer vacations and other events to the City Secretary. He stated City Staff needs to start planning budget and other meetings and having a calendar is critical to scheduling of the meetings.

The City Council also discussed the different options of calendars that can be used and different options to receiving the calendar items.

b. City Council Agenda Process

Mayor Thompson reviewed the City Council Agenda Process (see attached).

iv. Future Agenda Items

Mayor McCaw Pro-Tem stated he would like to have a discussion on annexation.

Councilmember Arvidson stated he would like to have a discussion, create a list of questions/concerns and then invite TxDOT to attend a City Council meeting and address the list. He stated some of the items are traffic, road noise, quiet pavement, speed limit on F.M. 2252 and on F.M. 3009.

Mayor Thompson stated he would like to have a discussion on the issues that were presented tonight regarding the CISD Bond.

Councilmember Lantzy stated he would like to have a discussion regarding holding two meetings a month.

Councilmember Lantzy stated he would like to have a discussion regarding holding more town hall meetings.

7. Citizen's Participation – Limit remarks to two (2) minutes per citizen

Bill Swint, 8422 Twisted Oaks, stated he believes the voters were misled regarding the CISD Bond packages. He stated all the communications from CISD stated the proposed high school would be located off Hubertus Road, but the Board of Trustees held a closed door meeting on April 21, 2017. He stated at this meeting directions were provided to begin negotiations for the purchase of the property at F.M. 3009 and Schoenthal Road.

Jennifer McGovern, 22031 Old Nacogdoches Rd., stated she noticed that all around the outside of Garden Ridge are white signs. These signs are different notices of issues occurring outside the City limits of Garden Ridge, she believes the City of Garden Ridge should also be notified.

Diana Tillery, 19506 Windswept, thanked the City Council for adding the HOA Presidents into the communication loop. She also thanked the City Council for their service.

Ken Kneupper, 8891 Schoenthal Rd., stated he has attended almost every CISD Board of Trustees Meetings so he can stay informed. He stated CISD could not advertise the new proposed location because they did not own the property. He stated the new high school will have a capacity of 1,500 students, but will open the school up with 900 students.

Dr. Jim Miller, 9910 Marie Meadow, stated when Municipal Parkway is seal coated, City staff needs to remember the dumpsters are available for City residents in July. He also stated on the next City survey a question regarding best avenue to receive communications would be helpful; then City Council will know where to focus their communication funding.

Conan Fox, 22133 Paseo Corto, stated residents of Georg Ranch were notified by CISD regarding the proposed new location of the high school. He also provided dates of other notices and meetings that were held to inform voters of the proposed changes. He also stated CISD post regular updates regarding meetings, notices and project updates to their Facebook page.

Kay Bower, 8947 Garden Ridge Dr., stated she would recommend painting the star and lettering on City Hall and the Library a terra cotta color.

8. 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:

**Northeast Partnership
Schertz-Seguin Local Government Corporation (“SSLGC”)
Cibolo Valley Local Government Corporation (“CVLGC”)
City Water Commission
City Quarry Commission
City Planning & Zoning Commission
Garden Ridge Police Academy Alumni Association
Citizens on Patrol
Garden Ridge Lions Club
Comal County
Comal ISD/Garden Ridge Elementary
Guadalupe County
Bexar County
Alamo Area Metropolitan Planning Organization (“MPO”)
TXDOT
Joint Base Land Use Study-Randolph
Greater Bexar County Council of Cities
Lonestar Light Rail
Northeast Lakeview Friends of Nighthawk
Boy Scouts and/or Girl Scouts**

Mayor Pro-Tem McCaw thanked everyone for their work in getting the word out to residents regarding the survey.

Councilmember Erickson thanked City Administration for making the first deadline regarding our City website. He also thanked those who submitted photos for the website upgrade.

Councilmember Lantzy stated at the last Quarry Commission a training session occurred that was very informative about blasting procedures. He stated if the City ever has a need to explain this procedure, then the City should use the same presentation.

Councilmember Arvidson stated with the recent events at the Elementary School and the parking situation, he believes that there needs to be a meeting so we can better coordinate those types of issues. He stated he also believes that the traffic issues need to be addressed before the start of the new school year.

Mayor Thompson reminded everyone of the July 4th Celebration. He also encouraged residents to watch the City calendar because the Library is holding a lot of great activities this summer.

9. Executive Session

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

Pursuant to Texas Government Code Chapter 551.074 (personnel) and 551.071 (legal advice) to deliberate upon and seek legal advice related to the appointment of candidate to fill the unexpired term for the position of City Council, Place 5.

Mayor Thompson announced the City Council will recess into Executive Session at 9:24 p.m., in accordance with Texas Government Code Chapter 551.074 (personnel) and 551.071 (legal advice) to deliberate upon and seek legal advice related to the appointment of candidate to fill the unexpired term for the position of City Council, Place 5.

Mayor Thompson adjourned the Executive Session at 10:02 p.m. and the City Council reconvened back into regular session.

10. Reconvene

The City Council will reconvene into Regular Session upon conclusion of the Executive Session and may take action as necessary.

Motion: A motion was made by Mayor Pro-Tem McCaw, seconded by Councilmember Lantzy, to appoint Kay Bower to fill the unexpired term for the position of City Council, Place 5. The City Council voted four (4) for and none (0) opposed. The motion carried unanimously.

11. Adjournment

There being no further business, the Wednesday, June 7, 2017 Garden Ridge City Council regular meeting was adjourned at 10:03 p.m. by Mayor Thompson.

Larry Thompson
Mayor

ATTEST

Shelley Goodwin, TRMC
City Secretary

SIGN IN TO SPEAK FOR ALL WHO WISH TO ADDRESS THE CITY COUNCIL
CITY COUNCIL REGULAR MEETING June 7, 2017

Rules for Citizen's Participation:

The City Council welcomes citizen participation and comments at all of their Council Meetings. As a courtesy to your fellow citizens and out of respect to our elected officials, we request that if you speak, that you please follow these guidelines.

- a) Direct your comments to the entire Council, not to an individual member, nor to the audience.
- b) Show the City Council the same respect and courtesy that you would like to be shown.
- c) Limit remarks to three (3) minutes per citizen during and to two (2) minutes per citizen during Item 8.
- d) Citizens' comments will be limited to one (1) hour in Item 5 and thirty (30) minutes in Item 8.
- e) Citizen comments may be deferred to a specific Business Item set forth in Section 7, below, if such comments pertain to such Business Item.

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 Council is limited to either a statement of specific factual information or a recitation of existing policy. TEX. GOV'T CODE § 551.042. **DISCLAIMER:** Any disruptive behavior, including shouting or derogatory statements or comments, will 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.

NAME

ADDRESS

LIST AGENDA ITEM # YOU WISH TO
SPEAK DURING OR #5 FOR CITIZEN
PARTICIPATION

- | | | |
|------------------------------------|-------------------|--|
| ✓ 1. JONATHAN TUCKER | 9305 GLOXINIA | (see list)
ORDINANCE 71 #5 |
| ✓ 2. ^{MRS} GERRY FRANKLIN | 7911 INDIAN MOUND | PROPOSE THE Land purchase ^{for} HS |
| ✓ 3. KAREN ADAMS | 9010 CINNABAR CT | High School |
| ✓ 4. KEN KWEPPER | 8891 SCHOENTHAL | HIGH SCHOOL |
| 5. | | |
| 6. | | |
| 7. | | |
| 8. | | |



29143 Old Fredericksburg Rd.
Boerne, Texas 78015
PH: 830-981-8979/Fax: 830-755-8965
kylec@gvtc.com

June 6, 2017

City of Garden Ridge
Royce Goddard
9357 Schoenthal Rd.
Garden Ridge, TX 78266-2600

Mr. Goddard

When we pulled the pump out of well located at FM 2252, Well #2, the old pump pipe had a large amount of scale that broke off in chunks and fell into the well. If you will remember we talked about this before we did the installation, however when we finally got to the pump being pulled out of the well, we also encountered a large bee's nest of tangled and twisted e-lines and transducer cable. On top of this bee's nest of tangled wiring was a considerable amount of the scale that had fallen off of the pipe as we were pulling it. Having seen that, I believe with the best of my memory that you and I came to the conclusion, that the jetting and cleaning operation that we had discussed was not necessary.

We installed the rebuilt pump with new 10" Column and we had the old shafts inspected, straightened and had new Stainless-Steel Sleeves installed on each shaft (where the bearings ride). After coordinating with the electrician, we started up the newly rebuilt pump and checked for amperage and flow and they were consistent with the conditions of service of that pump. Several weeks later, you called to inform me that the pump was not pumping water and the shaft was free.

We have pulled the pump (at our expense) and found a broken shaft inside the coupling five feet above the pump. We took the pump to Gicon Pumps and Equipment and had them tear it down to a) make sure that there was no damage to the pump and b) to inspect the collets and impellers and their relationship to the pump shaft to determine if something had locked up the pump that was the cause of the broken shaft.

The pump is disassembled and ready for your inspection if you so desire.

What they found was in fact an amount of rust and scale between the impellers and collet shaft assembly. What we did not see was a direct indicator that this scale caused the pump to lock up and break the shaft above the pump. It is possible that the water that fell back from the wellhead, down the column and through the impellers, washed out some of the scale. It is possible that the scale

had no effect on the breaking of the shaft, we just don't know. Over the years, we have pulled pumps, and had seen scale and/or sand had locked up the pump and was a direct indicator of failure. This being said I do not have confidence in the old shafting and believe at a minimum you should replace the used carbon steel shaft with stainless steel sleeves with brand new stainless-steel shafts. (even if we installed Carbon Steel Shafts with Stainless Steel Sleeves the cost would almost be the same).

I also believe that it should be considered by the City to high pressure air jet this well to its original depth to remove the scale that fell from the column and the scale that was most likely scratched off of the casing by the bee's nest of transducer cable and wiring. It is also likely that there is natural sediment and more pieces of wiring.

Given these known factors, I think it is in your best interest to consider the jetting. The jetting process is a 2-3 day process and it will cost between \$15,000.00-\$17,500.00.

Thank you,

Kyle Courtney

C and C Groundwater Services LLC
 29143 Old Fredericksburg Road
 Boerne TX 78015

Estimate

Name/Address
City of Garden Ridge 9357 Schoenthal Rd. Garden Ridge, TX 78266-2600

Date	Estimate No.	Project
06/07/17	325	

Item	Description	Quantity	Cost	Total
	3009 / 2252			
Pull Pump	Labor to pull pump @ No Charge		0.00	0.00T
Supplies	1.68" x 5' 10THRD LS	1	222.00	222.00T
Supplies	1.68" x 10' 10THRD LS	32	357.00	11,424.00T
Supplies	Barstock 1.68" 416 SS	74.8	2.80	209.44T
Labor Services	Machine Shaft Labor	1.5	175.00	262.50T
Supplies	Couplings-1.68 10TPI 416 SS	35	52.00	1,820.00T
Install Pump	Labor to install pump	20	250.00	5,000.00T
	These are New Stainless Steel Shafts, the old ones were carbon steel with Stainless Steel Sleeves		0.00%	0.00
			Total	\$18,937.94

With Jetting: \$17,500.00

\$ 36,437.94

Thank you Mayor Thompson and Councilmen for allowing me to speak here tonight.

I'm Jonathan Tucker. My wife and I have lived here for 22 years at the same address on Gloxinia Drive.

Today I want to speak about Ordinance 71 - Oak Wilt Abatement.

I'm sure all Garden Ridge residents would agree that oak wilt outbreaks must be controlled expeditiously. However, in my honest opinion, the approach specified by Ordinance 71 is not the best approach.

This ordinance has the unintended consequence of blaming an outbreak on the owner of the property. It requires the owner to contact affected neighbors to work up a plan for abatement, potentially costing, in the words of our previous mayor, tens of thousands of dollars. The thought of telling my neighbors that they may have to trench, at their expense, through their yards, driveways, septic lines, irrigation lines, etc., due to an outbreak over which I had little if any control, is, frankly, very intimidating. Even roadways are not barriers to spread of the disease. Furthermore, working out cost-sharing is equally worrisome.

In Hollywood Park, it was discovered that trenching was ineffective at preventing the spread of oak wilt to nearby oaks, due to the karst geology. Garden Ridge sits atop the same geological formation. More information on this is in the packet I have provided.

I'd also like to point out that, despite our former mayor's appeal last February to the residents of Garden Ridge to donate \$75 to the Garden Ridge Oak Wilt Fund, this fund has raised only \$575. Only seven residents have donated. This tells me that we cannot depend at all on voluntary donations.

After speaking with several residents of Garden Ridge, I have come to the conclusion that very few have actually read the ordinance in detail. When I inform them of the requirements, with few exceptions, their reactions are not positive. No other community adjacent to Garden Ridge has a similar ordinance.

My wife and I have lived here believing Garden Ridge would be our home for the remainder of our lives. Now, if my wife and I were in the market to buy a home and became aware of this ordinance, we would avoid Garden Ridge. As painful as it is, we are contemplating moving to another community.

Let's look at this ordinance another way. If this ordinance is acceptable, should it not be a requirement to inform prospective homebuyers thinking of buying a home in Garden Ridge? If any of you put your home up for sale, would you want to inform prospective buyers of the ordinance? If this law becomes famous, I believe Garden Ridge residents may find it difficult to sell their homes.

Despite my concerns, I am not proposing repeal of Ordinance 71, but a change to it. I believe there is a better approach that does not place residents in a pickle and possibly at odds with neighbors when oak wilt outbreaks occur.

First, and I have not heard any objections from those residents with whom I have spoken, Garden Ridge should include a small increase to our annual taxes to fund abatement of oak wilt outbreaks. This could be as little as \$25 to \$50 per year to be placed in a fund expressly for oak wilt abatement.

Second, please take the burden off the homeowner and let the city manage oak wilt outbreaks, to include coordination with all affected property owners. The city could have a vendor on contract to perform the necessary work. Residents would be much more receptive to city officials planning abatement efforts than to the neighbor on whose property the oak wilt outbreak occurs.

I hope you will seriously consider my recommendations and amend the ordinance accordingly. We all want to preserve our beautiful oak trees. Let's do so in a way without placing a financial and worrisome burden on homeowners and that enhances Garden Ridge as a place to call home.

Thank you.

Managing Oak Wilt in Hollywood Park

Oak wilt was discovered in Hollywood Park in February 1997. Since then, several attempts to stop the spread of the disease by severing the common root systems of live oaks with rock saw trenches have taken place. All of these trenches failed because the roots were not severed beyond five feet (depth limit of cutting wheel). Typically, five feet is a sufficient depth to sever all live oak roots. However, because of the karst (limestone caves) geology, roots are able to penetrate well beyond five feet – insight gained after the fact. Therefore, I am not recommending further trenching attempts to stop the oak wilt spread in Hollywood Park. The map below shows the current location of the oak wilt as compared to 2010. The area within the black shape represents the size of the oak wilt center, with the perimeter representing the active disease front. The disease is currently spreading in all directions at about 75 feet per year.

If your property lies within 100 feet of the disease, I recommend that you or a contractor treat your trees with fungicide. Hollywood Park Maintenance Department has the equipment available for you to treat your trees. All you need to do is check it out and view a video explaining the treatment procedures. Do not treat the trees after they begin to show veinal necrosis symptoms in the leaves, because it will then be too late as the trees are already getting their vascular system clogged up with the fungus. Also, do not treat trees beyond the 125 foot distance from the disease, since the chemical will wear off and not protect the trees. I also recommend that you plant a variety of non-oak native trees or shrubs such as cedar elm, Mexican plum, Texas redbud or Texas mountain laurel, so when or “if” the disease reaches your property, you already have an established oak wilt proof landscape. Feel free to drive by and see what I’ve done to my place at 112 Grand Oak.

Remember that we have an oak wilt ordinance in Hollywood Park. The ordinance states that any contractor that comes to your property to trim trees must get a permit. They pick these up at the Hollywood Park city office for \$50.00 and a copy of their driver license is made. The contractor gets a copy of the ordinance which requires that all pruning cuts on oaks shall be sealed with paint within one hour.

The best times to prune oaks are during the hottest or coldest months of the year. Spring pruning should be avoided because the sap beetle that vectors the disease is very active, the trees are more susceptible, and the fungal mats that produce oak wilt spores are forming during that time. Only red oaks (around here shumard, blackjack, and Spanish oaks) produce fungal mats. Also, be careful to not bring red oak firewood into the Park from an unknown source, since it may be harboring fungal mats. Standing dead live oaks do not represent a threat to spreading the disease.

The “How to Treat” video is available on-line at www.texasoakwilt.org. Go to the “For Professionals” tab and select the treatment video. If you do not have a computer or are having problems with the download, just let me know. I can be reached at 210-494-1742 or e-mail at mduff@tfs.tamu.edu. I will furnish you a VHS video tape to view. The

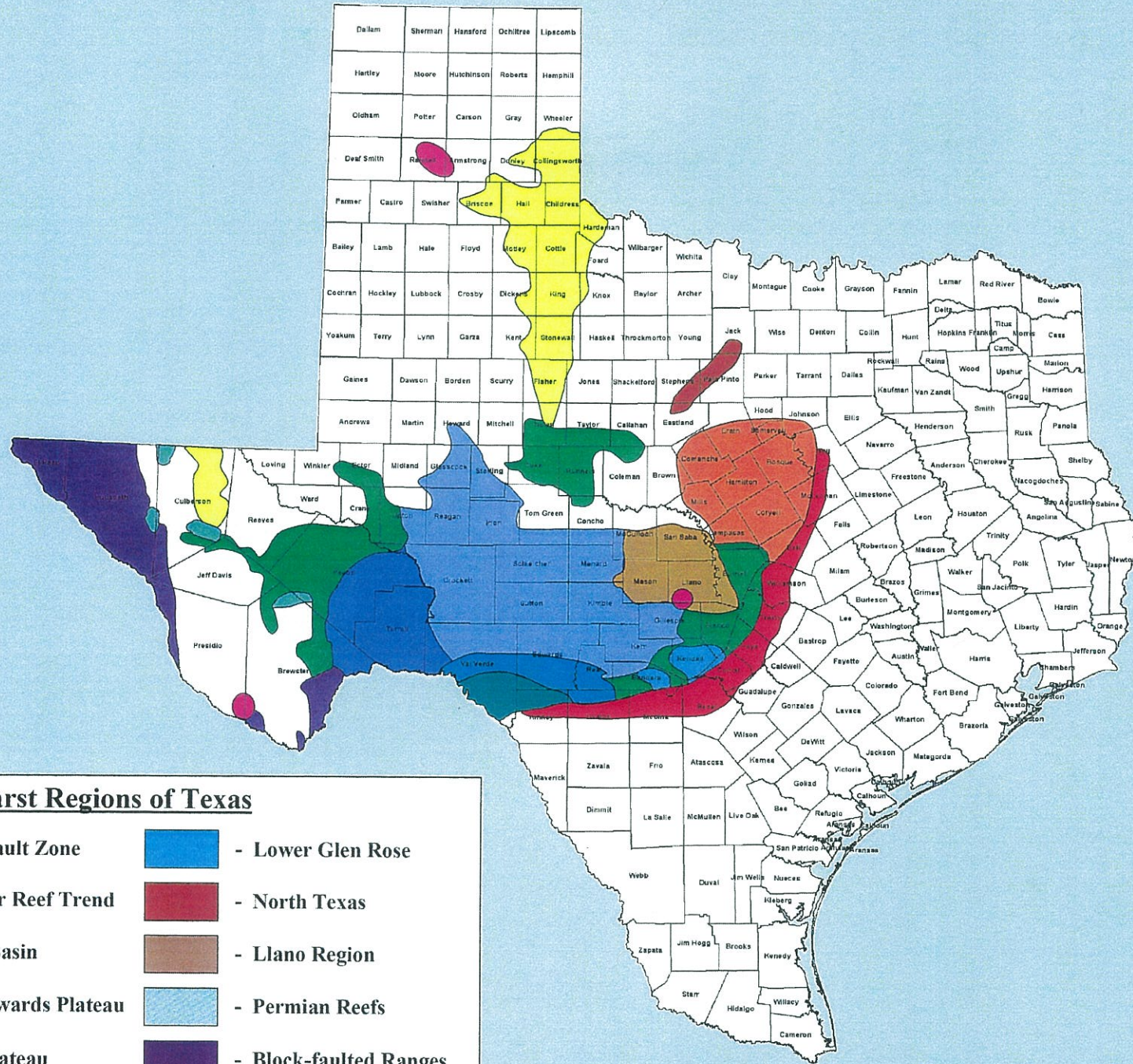
chemical, Alamo or its generic equivalent is not a restricted-use pesticide, therefore you do not need a TDA applicator's license to purchase or apply the chemical.

Remember that there is no cure for oak wilt. So do not be tempted by advertisements that promote fertilization, corn meal, mulch, etc. as a remedy for the disease. While it is a good idea to use these and other products to keep your landscape plants healthy in general, they will not do anything to prevent your oaks from dying of oak wilt.

There is an awful lot more to know about oak wilt that cannot be described in this article. If you have additional questions or are seeking more information, I urge you to visit the best website on the subject: www.texasoakwilt.org

Mark Duff

KARST REGIONS OF TEXAS



Karst Regions of Texas

- | | |
|--|--|
|  - Balcones Fault Zone |  - Lower Glen Rose |
|  - Devils River Reef Trend |  - North Texas |
|  - Maverick Basin |  - Llano Region |
|  - Central Edwards Plateau |  - Permian Reefs |
|  - Stockton Plateau |  - Block-faulted Ranges |
|  - Lampasas Cut Plain |  - Permian Gypsum Karst |
|  - Isolated Edwards Group |  - Isolated Pseudokarst |



City of Garden Ridge

June 7, 2017

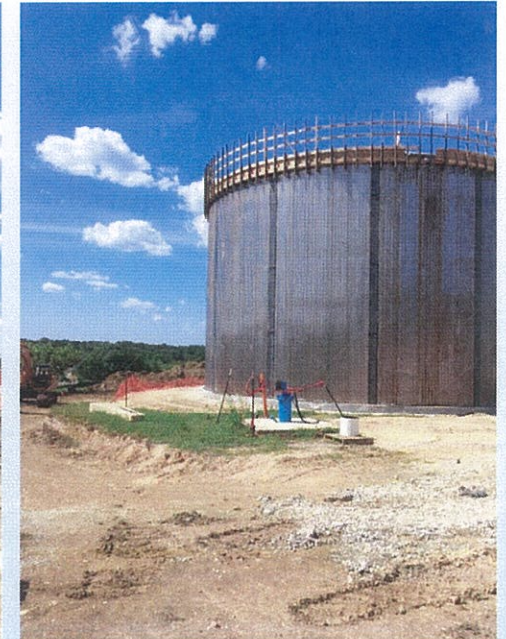
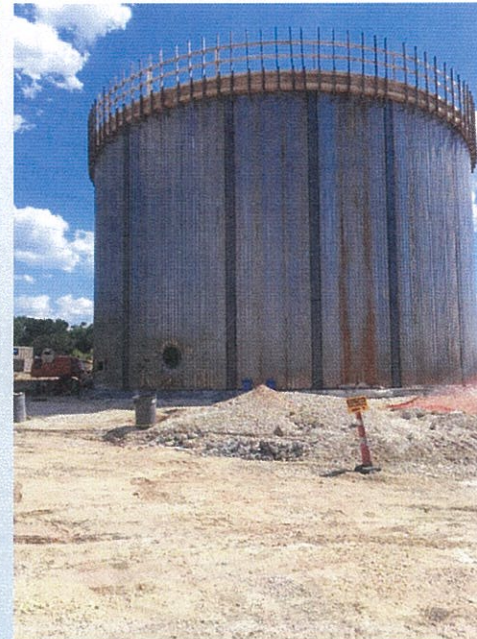
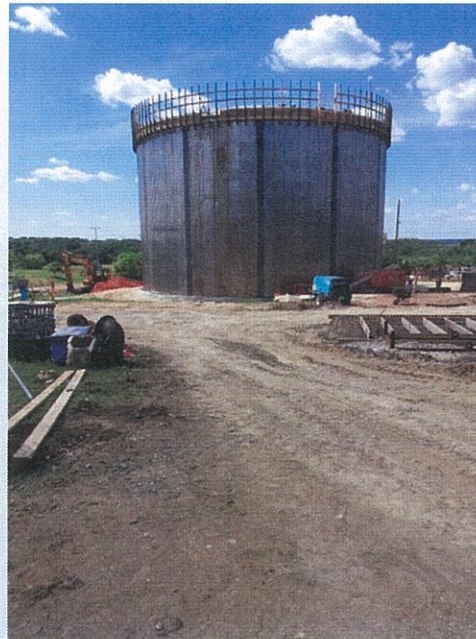


Wagner Materials & Construction Project Timeline for Phase I

Date	Work	Locations
05/28/17-06/03/17	Finishing Curb on Phase I, Misc. Patching and Topsoil	Sorrell, Osage Dr., Osage Circle and Sumac Circle
06/04/17-06/10/17	Prep Existing Pavement for Paving, Paving Main Lanes, Topsoil	Fairview, Fairview Circle, Osage Dr and Osage Circle
06/11/17-06/17/17	Prep Existing Pavement for Paving, Paving Main Lanes, Topsoil	Golden Rod Circle, Golden Rod and Forest Waters
06/18/17-06/24/17	Prep Existing Pavement for Paving, Paving Main Lanes, Topsoil	Sorrell, Sumac Cove and Sumac Lane
06/25/17-07/01/17	Prep Existing Pavement for Paving, Paving Main Lanes, Topsoil	Teakwood Lane, Sumac Circle, Timberose and Teakwood

Date Revised: May 31, 2017

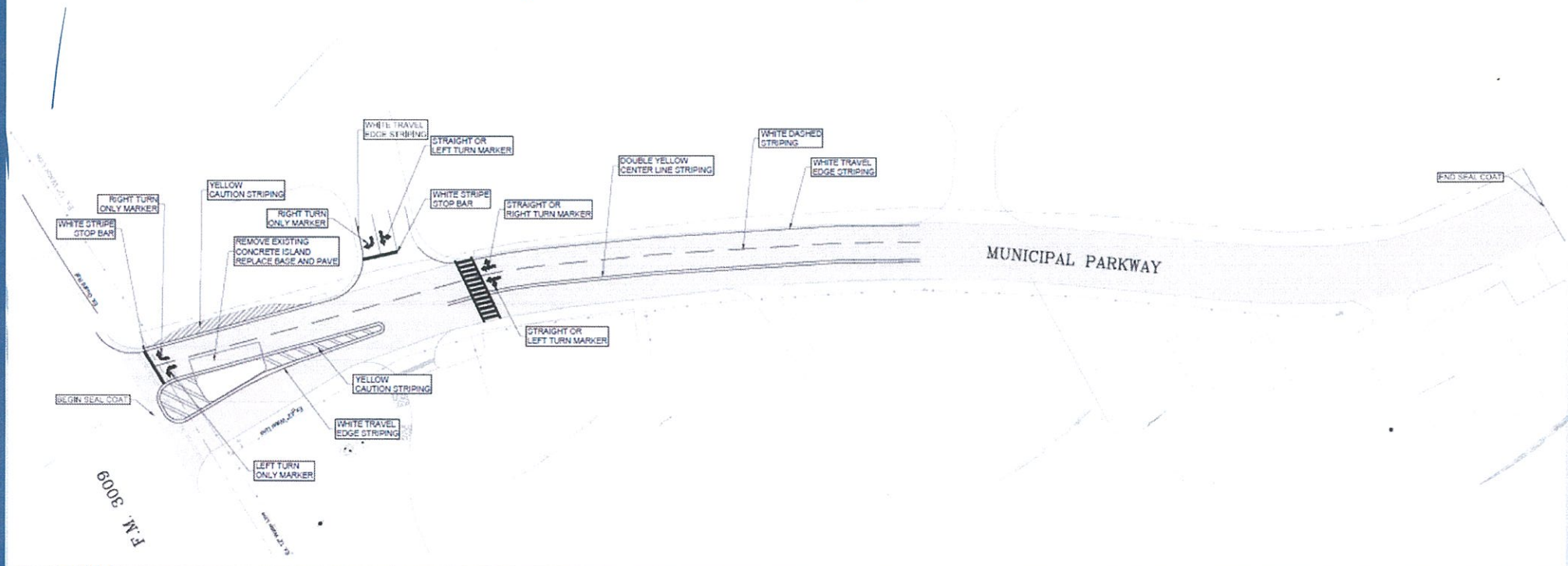
Wells No. 9 & 10 Site Improvements



Wells No. 9 & 10 Site Improvements



Municipal Parkway



City of Garden Ridge Debt Issuance and CIP Project Allocations

Total Project Funding Needed:	\$8,312,558	Q1 2015
Remaining from 2013 CIP Bond:	<u>\$1,475,000</u>	Balance on July 1, 2015
Required 2015 Funding:	\$6,837,558	Net of remaining 2013 CIP Bond
Deposited Bond Proceeds	<u>\$6,560,936</u>	
Additional Funding Sources Required	\$276,622	
Additional Funding Sources Available: As of 3/2017		
Water Fund Reserves Committed (May 2015)	\$ 1,000,000.00	
Water Impact Fees	\$ 324,422.00	
Street Impact Fees	\$ 38,205.00	
Total	\$ 1,362,627.00	
Total Available Funds (all sources):	\$ 9,398,563.00	(Total of Remaining Funds 2013 CIP Bond + 2015 Bond Proceeds + Water Fund Commitment + Water and Street Impact Fees)
Projects Awarded as of 3/2017:		
2015 CIP	\$ 4,762,497.32	(Awarded \$445,000 under budget)
2015 CIP CO NO. 1	\$ 315,772.78	
2016 Well 9 & 10	\$ 2,524,511.40	(Original 2015 Estimate total 1,685,000)
Well Drill Contract	\$ 704,549.07	
Hickory Bend	\$ 24,600.00	(was not originally scoped in this debt issuance)
Park and Community Center	\$ 102,519.00	(\$100,000 was budgeted)
Total	\$ 8,434,449.57	
Total Remaining Funds as of 3/2017	\$ 964,113.43	
Remaining Projects to be funded:		
Park Lane	\$ 320,000.00	
Naco Loop	\$ 165,000.00	(Council entered agreement with developer for \$205,000 of waterline extension for future development)
Municipal Parkway	\$ 60,000.00	Not originally scoped
Total Remaining Projects:	\$ 545,000.00	
Remaining Unallocated Project Funds	\$ 419,113.43	



City of Garden Ridge

2015 CIP Project Update

May 3, 2017



The map illustrates the proposed water distribution system for the City of Houston, showing the proposed force mains A, B, C, and D, and the existing water distribution system. The map includes labels for various water distribution areas (A1 through A32, B1 through B24, C1 through C10) and major roads (FM 2252, FM 3009, Bat Cave Rd). The proposed force mains are shown as thick black lines, and the existing water distribution system is shown as a network of thinner lines. The map also includes labels for various water distribution areas (A1 through A32, B1 through B24, C1 through C10) and major roads (FM 2252, FM 3009, Bat Cave Rd).

FORCE MAIN C

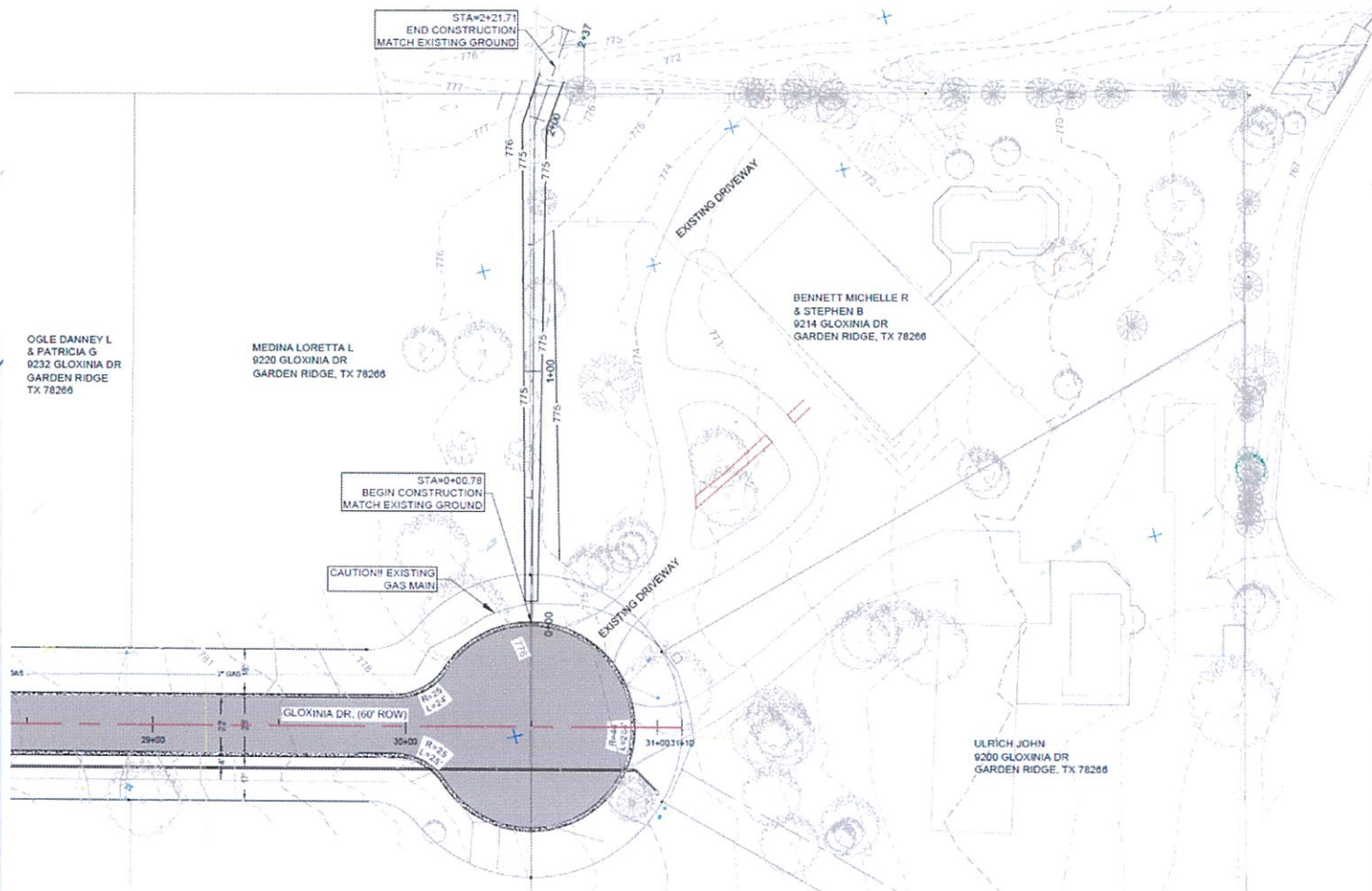
PROPOSED
FORCE MAIN D

SCHERTZ PKWY

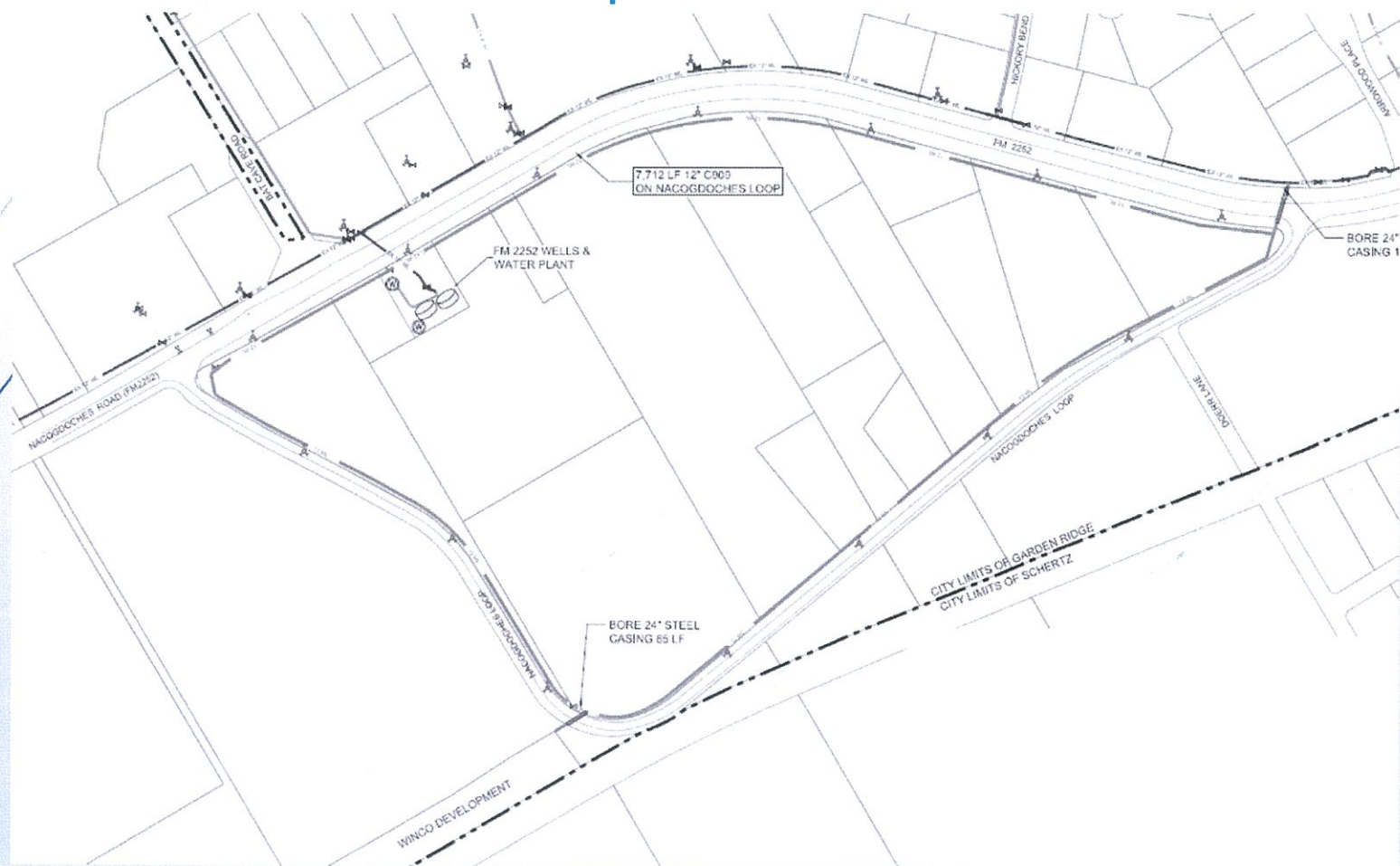
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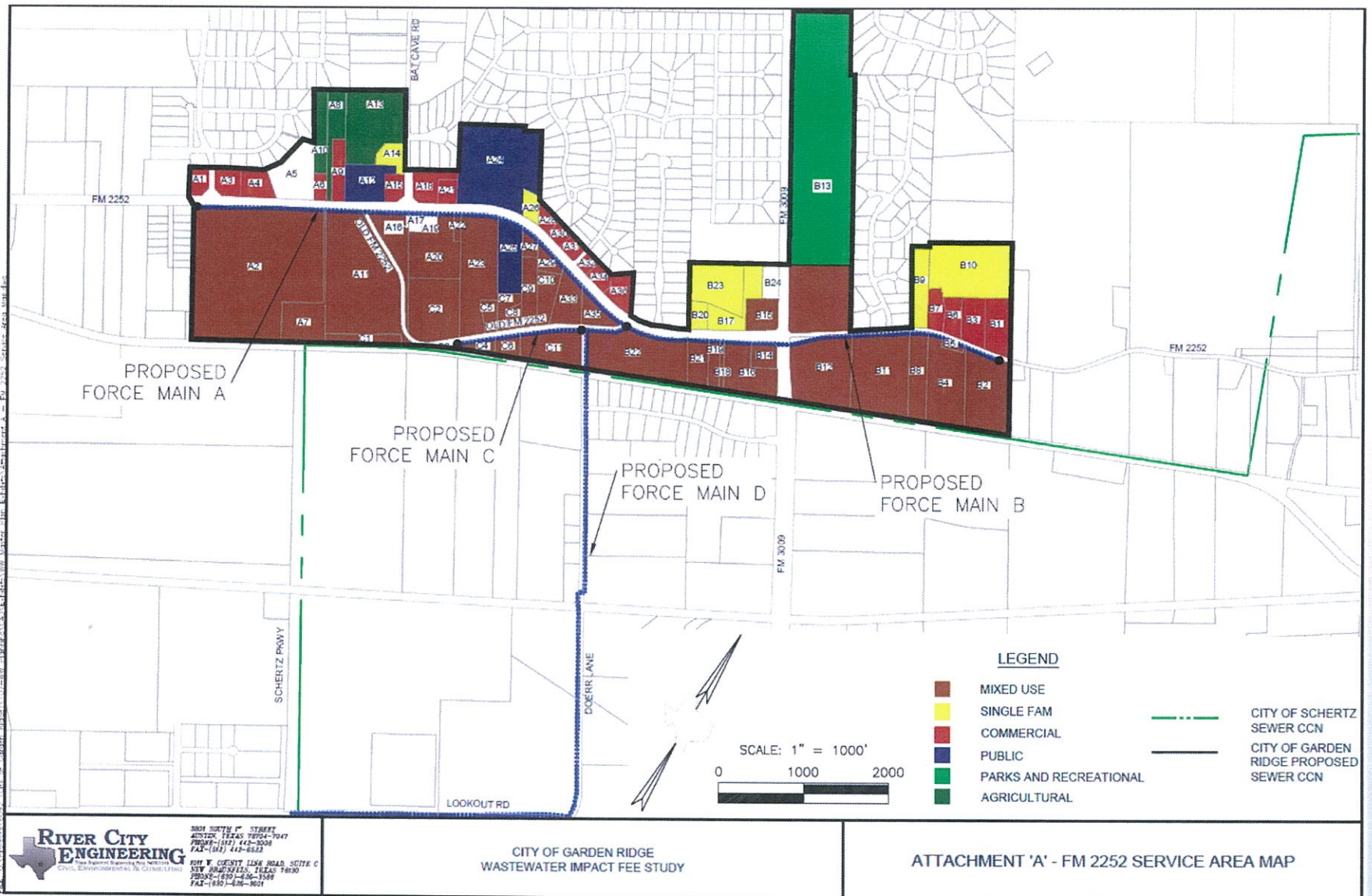
LOOKOUT RD

Gloxinia Drive



Winco Development







City of Garden Ridge

Water Master Plan & Impact Fee Study



Impact Fee 101

- Impact Fees are regulated under Local Government Code Chapter 395
- What are impact fees?
 - Mechanism to recover infrastructure costs required to serve future development
 - Collects a fee for use on priority infrastructure
 - One time fee for new development
 - Established by Chapter 395 in Texas in 1987
 - Costs included in the calculation must be capacity related (i.e. no public art, streetscape elements, illumination, etc.)
 - City may assess impact fee for water, wastewater and roads
 - Impact fees can be adjusted annually
 - Impact fees must be reconsidered every five years, at minimum
 - Calculations are dependent upon the growth rate of connections
 - Funds collected within a service area must be spent on projects within the same service area within 10 years.

What are impact fees?

► **Items payable by Impact Fees**

- Roadway, water and wastewater improvements that increase capacity
- Land acquisition and construction costs
- Surveying, design and engineering fees
- Interest and finance costs
- Fees to consultants for preparing the Impact Fee program
- Redevelopment that results in growth

► **Items not payable by Impact Fees**

- Cost of projects not listed in the Master Plan and CIP List
- Repair, Operations, or Maintenance
- Upgrades to better serve existing development
- Administrative and operating costs of fee program

Why assess an impact fee?

- Provides an additional funding tool for infrastructure systems
- Allows for a balanced funding combination that recognizes the impacts of growth
- Allows the city to fund and design/construct their infrastructure, rather than requiring the developers to build all infrastructure and dedicate the facilities to the City.



History of Impact Fees in the City

- The City currently has a water impact fee that was established by the 2009 Water Master Plan. The current fee is \$4,279.00 per connection.
- Proposed is an increase to \$4,581.00
- The City recently adopted a wastewater impact fee of \$5,689.00 per connection for a designated area of the City.

Questions

- Contact information:

- Patrick Lackey, P.E.
- Trihydro Inc.
- plackey@trihydro.com
- 830-626-3588

In the name and by the authority of

The State of Texas

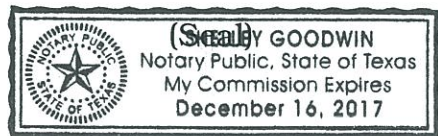
OATH OF OFFICE

I, Kay Bower, do solemnly swear, that I will faithfully execute the duties of the office of Alderman – Place 5 of the City of Garden Ridge, State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State, so help me God.


Affiant

SWORN TO and subscribed before me by affiant on this 8th day of June, 2017.


Signature of Person Administering Oath



Shelley Goodwin
Printed Name

Notary Public
Title

STATEMENT OF ELECTED OFFICER

(Pursuant to Tex. Const. art. XVI, §1(b), amended 2001)

I, Kay Bower, do solemnly swear (or affirm), that I have not directly or indirectly paid, offered, promised to pay, contributed, or promised to contribute any money or thing of value, or promised any public office or employment for the giving or withholding of a vote at the election at which I was elected or as a reward to secure any appointment or confirmation whichever the case may be, so help me God.

UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING STATEMENT AND THAT THE FACTS STATED THEREIN ARE TRUE.

6/8/17
Date

Kay Bower
Affiant's Signature

Councilmember, Place 5
Position to Which Elected/Appointed

Garden Ridge, Texas
City and/or County

CITY OF GARDEN RIDGE
MONTHLY ACCOUNT BALANCES & INTEREST RATES
PERIOD ENDED AS OF 05/31/2017

CITY FUNDS	BALANCE	CURRENT INTEREST RATE
GF OPERATING ACCOUNT	\$ 175,938.55	0.0000%
GF MONEY MARKET	193,702.73	0.1500%
TEXPOOL INVESTMENTS	1,910,572.17	0.7635%
ASSET/FORFEITURE - STATE	97.70	0.0000%
ASSET/FORFEITURE - FED	83,022.67	0.1000%
2009 REFI	68,004.20	0.1000%
2009 I&S	108,693.71	0.1500%
2012 REFI	153,843.28	0.1500%
2012 I&S	106,754.28	0.1500%
2015 I&S	104,465.69	0.1500%
2012 CIP PROJECT	29,890.86	0.0500%
2015 CIP PROJECT	7,855.31	0.1500%
STREET IMPACT FEES	6,871.87	0.0500%
CONSTRUCTION BOND	313,245.71	0.1500%
TEXPOOL 2015 CIP PROJECT	4,012,113.80	0.7635%
TEXPOOL STREET IMPROV	31,389.22	0.7635%
PEG CAPITAL FEES	91,655.84	0.0000%
TOTAL CITY FUNDS	\$ 7,398,117.59	
AVERAGE INTEREST RATES - CITY		0.2600%

WATER FUNDS	BALANCE	CURRENT INTEREST RATE
WATER IMPACT FEES	\$ 6,216.47	0.1400%
TEXPOOL WATER INVEST	1,599,317.93	0.7635%
TEXPOOL IMPACT FEES	1,634.83	0.7635%
TEXPOOL WATER RIGHTS	4,939.59	0.7635%
WATER SURCHARGE	144,779.23	0.1500%
OPERATING ACCOUNT	319,890.80	0.1500%
TOTAL WATER FUNDS	\$ 2,076,778.85	
AVERAGE INTEREST RATES - WATER		0.4551%

TOTAL ALL ACCOUNTS	\$ 9,474,896.44	
AVERAGE INTEREST RATES - ALL ACCOUNTS		0.3034%

CITY OF GARDEN RIDGE
CASH & INVESTMENTS STATEMENT
PERIOD ENDED AS OF 05/31/2017

GENERAL FUND	BALANCE
GF Operational Checking	\$ 175,938.55
GF Money Market	193,702.73
TexPool Investments	1,910,572.17
TOTAL General Fund Reserves	\$ 2,280,213.45

WATER FUND	BALANCE
Operational Checking	\$ 319,890.80
TexPool Water Invest	1,599,317.93
TOTAL Water Company Reserves	\$ 1,919,208.73

CITY OF GARDEN RIDGE
 STATEMENT OF ACTIVITIES
 CURRENT AND YEAR TO DATE AS OF 05/31/2017

GENERAL FUND	May-17	YTD	FY 2017 BUDGET	% OF BUDGET	BUDGET BALANCE
REVENUES	\$ 162,516.06	\$ 2,193,721.25	\$ 2,670,121.00	82.2%	\$ 476,399.75
EXPENDITURES					
ADMINISTRATION	61,505.78	402,027.14	742,067.00	54.2%	340,039.86
COURT	6,094.26	48,977.77	77,592.00	63.1%	28,614.23
POLICE	86,395.80	751,868.38	1,206,236.00	62.3%	454,367.62
PUBLIC FACILITIES	32,146.54	255,715.68	437,111.00	58.5%	181,395.32
COMMUNITY CENTER	4,804.71	33,330.04	59,522.00	56.0%	26,191.96
LIBRARY	3,890.06	33,645.11	55,948.00	60.1%	22,302.89
TOTAL EXPENDITURES	194,837.15	1,525,564.12	2,578,476.00	59.2%	1,052,911.88
NET POSITION	\$ (32,321.09)	\$ 668,157.13	\$ 91,645.00		\$ (576,512.13)

WATER FUND	May-17	YTD	FY 2017 BUDGET	% OF BUDGET	BUDGET BALANCE
REVENUES	\$ 149,894.39	\$ 755,688.00	\$ 1,414,035.00	53.4%	\$ 658,347.00
EXPENDITURES	429,657.09	1,195,031.40	2,906,014.00	41.1%	1,710,982.60
NET POSITION	\$ (279,762.70)	\$ (439,343.40)	\$ (1,491,979.00)		\$ (1,052,635.60)

CITY OF GARDEN RIDGE
STATEMENT OF ACTIVITIES - COMMUNITY CENTER
PERIOD ENDED AS OF 05/31/2017

REVENUES	YTD
RENTALS	\$ 24,650.00
DEPOSITS	14,300.00
DEPOSITS REFUNDED	(9,800.00)
DONATIONS	500.00
TOTAL REVENUES	29,650.00

EXPENDITURES	
MANAGER FEES	11,458.75
TELEPHONE	376.00
UTILITIES	3,772.00
MAINTENANCE	4,126.36
SUPPLIES	647.78
CLEANING	2,960.00
EQUIPMENT	189.15
MARKETING	-
DONATION EXPENDITURES	-
FACILITY ENHANCEMENTS	-
TOTAL EXPENDITURES	23,530.04

NET POSITION	\$ 6,119.96
---------------------	--------------------



City of Garden Ridge

9400 Municipal Parkway
Garden Ridge, Texas 78266-2600
(210) 651-6632
Fax (210) 651-9638

Agenda Request Form

Meeting Date: July 5, 2017

Subject Matter: Fiscal Year 2018 Proposed Budget for Bexar Metro 9-1-1 Network

Department: Administration

Submitted by: Bexar Metro

☒ Consent Agenda ☐ Ordinance # _____ ☐ Resolution # _____

☐ Discussion ☐ Update

Funding Issues: ☐ No impact to budget ☐ Full amount budgeted

☐ Funds to be transferred from Account #: _____

Description of item: Texas Health and Safety Code, Chapter 772.309 which requires each participating jurisdiction to either approve or disapprove the Bexar Metro Fiscal Year 2018 Budget. The City of Garden Ridge considers Bexar Metro's Budget yearly and since it is a standard budget this year placed it on the Consent Agenda.

Staff recommendation: City of Garden Ridge staff doesn't see anything unusual or has any questions regarding their budget and recommends approval.

City Administrator Approval: Nancy Cain

ACTION TAKEN

APPROVED

☐ YES ☐ NO

SPECIAL INSTRUCTION

BEXAR METRO

9-1-1 Network

MEMORANDUM

TO: County Judges and City Mayors

FROM: W. H. Buchholtz, Chief Executive Officer

SUBJECT: Fiscal Year 2018 *Proposed* Budget

DATE: May 18, 2017

Enclosed for your review and comment is the Bexar Metro 9-1-1 Network District's *Proposed* Fiscal Year 2018 Budget. The Bexar Metro Board approved this *proposed* budget at their regularly scheduled and properly noticed meeting held on May 15, 2017.

Please address your written comments to the Chairman of the Board at the address on the bottom of this memorandum. The Bexar Metro Board will review your comments, make changes as necessary, and adopt the Fiscal Year 2018 Budget at the board meeting scheduled on July 24, 2017. Please forward your comments to ensure arrival at the Bexar Metro office not later than 4:00 p.m. on July 21, 2017.

Enclosed is a post card to facilitate your response. The contents of this post card are consistent with the provisions of the Texas Health & Safety Code, Chapter 772.309, which enables each participating jurisdiction to either approve or disapprove the Bexar Metro Fiscal Year 2018 Budget. Should a jurisdiction choose to take no action, budget approval is by operation of law on the sixty-first day following the jurisdiction's receipt of the proposed budget.

Please call me if you have questions or require further information or clarification.

Sincerely,



W. H. Buchholtz
Chief Executive Officer

Bexar Metro 9-1-1 Network

Fiscal Year 2018 Budget

PURPOSE: The purpose of this document is to obtain consensus approval of Bexar Metro 9-1-1 Network's (Bexar Metro or District) Fiscal Year 2018 (FY 2018) operational and financial plans by the District's board of directors and the governing bodies of its thirty-nine participating jurisdictions; and provide the continuing operational and fiscal authority necessary for the staff to aggressively establish and maintain a highly survivable and resilient 9-1-1 system.

AUTHORITY: The authority for Bexar Metro is the Texas Health and Safety Code, Chapter 772, Subchapter D, Section 772.301—formerly Vernon's Annotated Civil Statutes Article 1432e, as approved by the Texas 69th Regular Legislative Session in Senate Bill 750 on May 21, 1985; and subsequently approved by a local election on January 17, 1987. This legislation's purpose is to enable the provision of affordable, high quality, countywide Enhanced 9-1-1 service through implementation of emergency communication districts.

MANAGEMENT: A governing board of directors, appointed according to criteria in the enabling legislation, establishes policy and provides oversight of the district. The board members and their appointing authority include:

<u>Member</u>	<u>Authority</u>
James C. Hasslocher (Chair)	Bexar County
Stephen R. Schneider	Bexar County
Sherman Krause	Comal County
Dudley Wait	Guadalupe County
Heberto Gutierrez	City of San Antonio
Bill McManus	City of San Antonio
Cathy C. Talcott	City of New Braunfels
Suzanne de Leon	Member at Large
Principal Service Provider (Non-Voting)	Vacant

To implement board policy and to manage the day-to-day operations, the board of directors appointed W. H. Buchholtz as the District's Chief Executive Officer.

MISSION: The District's mission is to deploy and maintain a state-of-the-art 9-1-1 emergency communication system that enables citizens in distress to quickly communicate their request for police, fire, or emergency medical assistance; and to ensure member jurisdictions have the appropriate 9-1-1 tools necessary to efficiently and accurately receive and process those requests.

RESPONSIBILITY: To successfully accomplish the mission, Bexar Metro must deploy and manage a technology neutral network that routes all 9-1-1 requests to the appropriate answering and responding jurisdiction; create and maintain a time-sensitive, highly accurate database that displays the location, callback number, and owner's name of the specific

instrument used to call 9-1-1; procure, install, and maintain the specialized 9-1-1 equipment utilized by each authorized answering and responding jurisdiction; coordinate with municipal and jurisdictional addressing authorities to ensure the database contains accurate, standardized, and logical location information to ensure each citizen is easily and quickly locatable during time critical emergencies; and construct, deploy, and maintain a spatially accurate geographic digital map to support location determination technologies and enhance computer aided dispatch systems. Bexar Metro also is responsible for providing effective backup solutions for its Public Safety Answering Points (PSAPs) that may be required to evacuate their local facility in the event of a natural or manmade disaster.

FUNDING: The District's source of revenue is the 9-1-1 emergency service fee applied to specified telephone access lines located in Bexar, Comal, and Guadalupe Counties. The Texas Health and Safety Code, Chapter 772, Section 772.314, authorizes the board to impose a 9-1-1 emergency service fee not exceeding six percent of the monthly base rate charged by the principal service supplier. The fee applies to all residential lines and up to the first one hundred business lines at one location. The fee does not apply to state and federal lines. Each year the board calculates the amount of the fee in conjunction with development and approval of the annual budget. By law, the fee has uniform application in each participating jurisdiction and must generate revenue sufficient to match current and projected operational expenses directly related to the District's mission and responsibilities, as well as providing reasonable reserves for contingencies and equipment replacement.

The board of directors initially established the emergency service fee on March 6, 1987, and it remains unchanged. The Fiscal Year 2017 emergency service fee is:

Residential Lines	\$ 0.22
Business Lines	\$ 0.51
Business Trunks	\$ 0.77
Nomadic VoIP	\$ 0.50

In addition to fees assessed on wireline telephones, Bexar Metro also receives an emergency service fee from each wireless access line within its jurisdiction. This monthly fee, set by Texas law at \$0.50 per line, recognizes that the wireless telephone is a link to 9-1-1 services and a wireless telephone user should therefore share a portion of the financial burden for provisioning the network. It also is in recognition of the cost recovery mechanism required to defray a fair and reasonable portion of the network infrastructure expense the wireless providers incur in meeting the federal mandate for wireless Enhanced 9-1-1. The current fee structure is adequate to support programmed spending in FY 2018.

OVERVIEW: The District's provision of 9-1-1 service to member entities began in January 1987 with the provision of Basic 9-1-1. Since that time, Bexar Metro has made several significant upgrades that enabled keeping pace with the explosion in communication and computer technology that is the foundation of next generation 9-1-1 services. The District has developed and deployed a sophisticated Geographic Information System that is the backbone of the 9-1-1 call delivery system; and has also installed and managed various iterations of Customer Premise Equipment (CPE) culminating in the current state-of-the-art Internet

Protocol (IP) equipment. Bexar Metro is currently involved in a two-year project to upgrade that first-generation IP equipment with new CPE that will accommodate next generation features once the Emergency Services IP Network (ESInet) is deployed. The District's call delivery network continues to provide features and functionality concurrent with the technology changes and complexity of emergency communications.

In addition to enhancing the technology required to provide the latest proven, state-of-the-art technology, Bexar Metro's new Quarry Run Regional Operations Center, scheduled to be operational in the summer of 2017, provides the District's PSAPs with an 81,000 square foot, fully redundant, and survivable facility that will permanently house the PSAP operations for the Bexar County Sheriff's Office and serve as a backup facility for the City of San Antonio Police and Fire Communications operations and all other PSAPs served by Bexar Metro. The facility will also provide the infrastructure for data center operations serving not only the District, but also the region and the state.

Bexar Metro has paid cash for this facility, using the service fee structure established in 1987, while continuing to maintain its pay-as-you-go financial planning strategy.

To fund District operations and capital projects, Bexar Metro's FY 2018 draft budget projects revenues from carriers utilizing the existing service fee rate for wireline, Voice over Internet Protocol (VoIP), and wireless carriers. It also includes the transfer of reserve funds that have been set aside for capital projects. Those reserve funds will be used to fund the purchase and deployment of the new CPE, replacing equipment at all current PSAPs and adding 104 new positions at the Quarry Run facility.

The FY 2018 budget expenditures is comprised of operations and maintenance (O&M) expense, capital projects, and capital reserve. In addition to funding current and future operations, the O&M budget continues to focus on the District's most critical resource—its professional staff. The FY 2018 financial plan includes an increase in funding for personnel to enable modest salary adjustments and to defray a significant increase in health care premiums. In addition, Bexar Metro will be adding staff to support the Quarry Run facility, network, technology, and PSAP operations. The O&M expenses are projected to increase by 15.74 percent in FY 2018 primarily because of the deployment of new PSAP CPE network services and full time operations at the Quarry Run facility.

The capital budget funds the outstanding items in our strategic survivability plan, including the completion of the Quarry Run facility, the network and IT infrastructure required to operate at the facility, and the deployment of 9-1-1 CPE equipment. Also included is replacement of equipment at the District's Saddletree Court facility.

EXPENDITURES: The FY 2018 budget total is \$20,535,000. The budget includes \$11,385,000 for operations and maintenance and \$9,150,000 for capital improvements. To maintain the District's pay-as-you-go policy and fund the purchase and implementation of the new 9-1-1 system, Bexar Metro will be required to utilize \$6,971,000 of its reserve funds.

The District has zero debt and is not authorized to incur debt. Therefore, capital recovery is typically an expense item into reserves to ensure the timely availability of sufficient funds necessary for facilities, technology advancement, modernization, and general equipment replacement. Projected service fee revenue normally fully funds the O&M and new capital improvements, while continuing to invest in reserves. The FY 2018 proposed budget does not include an investment in reserves because of costs associated with the start-up of the Quarry Run Regional Operations Center and the replacement of the 9-1-1 call taking equipment at all Bexar Metro PSAPs.

This budget matches projected revenue and expense as required by Texas law. To ensure responsiveness and operational flexibility, the Chief Executive Officer may authorize the transfer of funds among budget line items if the overall annual budget amount remains unchanged. This budget does not necessitate an adjustment to the current emergency service fee.

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Proposed Fiscal Year 2018 Budget

Revenue

Wireline Service Fees	\$ 2,517,400
Wireless Service Fees	\$ 11,000,000
Interest Earned	\$ 34,600
Transfer from Reserves	\$ 6,971,000
Miscellaneous Revenue	<u>\$ 12,000</u>
Total Available Funds	\$ 20,535,000

Proposed Fiscal Year 2018 Operations & Maintenance

Expense

Personnel	\$ 2,755,000
Operations	\$ 6,468,000
Facilities	\$ 1,520,000
Education & Training	\$ 142,000
Contingencies	<u>\$ 500,000</u>
Total O&M Expense	\$ 11,385,000

Proposed Fiscal Year 2018 Capital Budget

PSAP Upgrades	\$ 25,000
Administration Facilities	\$ 75,000
Regional Operations Center(s)	<u>\$ 9,050,000</u>
Total Capital Expense	\$ 9,150,000

Total FY 2017 Budget \$ 20,535,000

BEXAR METRO 9-1-1 NETWORK

Approved by the Bexar Metro Board this Fifteenth Day of May 2017.

By:
Name:
Title:


James C. Hasslocher
Chairman



City of Garden Ridge

9400 Municipal Parkway
Garden Ridge, Texas 78266-2600
(210) 651-6632
Fax (210) 651-9638

Agenda Request Form

Meeting Date: July 5, 2017

Subject Matter: Fiscal Year 2018 Proposed Budget for Comal Appraisal District

Department: Administration

Submitted by: Comal Appraisal District

☒ Consent Agenda

☐ Ordinance # _____

☐ Resolution # _____

☐ Discussion

☐ Update

Funding Issues: ☐ No impact to budget ☐ Full amount budgeted

☐ Funds to be transferred from Account #: _____

Description of item: The CAD budget will take effect automatically; however, section 6.06(b) of the Texas Property Tax Codes requires that a majority of the governing bodies of the taxing entities entitled to vote on the appointment of board members adopt Resolutions and the proposed budget . The City of Garden Ridge considers CAD's Budget yearly and since it is a standard budget with no red flags; this year the budget was placed it on the Consent Agenda.

Staff recommendation: City of Garden Ridge staff doesn't see anything unusual or has any questions regarding their budget and recommends approval.

City Administrator Approval: *Nasey Cain*

ACTION TAKEN

APPROVED

☐ YES ☐ NO

SPECIAL INSTRUCTION

COMAL APPRAISAL DISTRICT

900 S. SEGUIN AVENUE
NEW BRAUNFELS, TEXAS 78130

RUFINO H. LOZANO, RPA-RTA
CHIEF APPRAISER

June 7, 2017

Ms. Nancy Cain
City of Garden Ridge
9400 Municipal Parkway
Garden Ridge, TX 78266

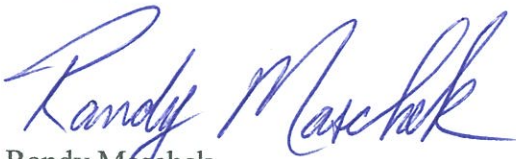
RE: 2018 Approved Comal Appraisal District Budget

Please find enclosed the 2018 Comal Appraisal District budget that was presented at the Board of Directors' Formal Budget Hearing and approved at the Board of Directors' Regular Meeting on June 6, 2017.

This budget will take effect automatically; however, section 6.06(b) of the Texas Property Tax Codes states, "if a majority of the governing bodies of the taxing entities entitled to vote on the appointment of board members adopt resolutions disapproving the budget and files them with the secretary of the board within 30 days after its adoption, the budget does not take effect; and the board shall adopt a new budget within 30 days of the disapproval."

If you have any questions or would care to discuss the enclosed budget, please contact Rufino H. Lozano.

Sincerely,



Randy Maschek
Secretary, Board of Directors

Enclosure
CC: Mr. Larry Thompson

**COMAL APPRAISAL DISTRICT
2018 APPROVED BUDGET**

2017 ADOPTED BUDGET

Employee Expenses	1,977,168.96
Office Mortgage	26,000.00
Telephone & Utilities	21,250.00
Education	33,500.00
Directors Expense	3,000.00
Dues & Subscriptions	11,500.00
Advertisements	4,000.00
Deeds & Mapping	1,600.00
Capital Expenses	38,000.00
Maintenance	7,000.00
Office Supplies/Forms	22,500.00
Postage	60,000.00
Copier/Printing Paper	4,500.00
Vehicle Allowance/Mileage	1,000.00
Data Processing	2,500.00
Contract Services	338,600.00
Insurance & Bonding	11,250.00
Appraisal Review Board	57,000.00
Contingency	<u>10,000.00</u>
TOTAL	\$2,630,368.96

2017 ADOPTED BUDGET \$2,630,368.96

2018 APPROVED BUDGET

Employee Expenses	2,187,511.03
Office Mortgage	26,000.00
Telephone & Utilities	25,750.00
Education	27,000.00
Directors Expense	3,000.00
Dues & Subscriptions	24,000.00
Advertisements	4,000.00
Deeds & Mapping	1,600.00
Capital Expenses	48,000.00
Maintenance	7,000.00
Office Supplies/Forms	22,500.00
Postage	68,300.00
Copier/Printing Paper	4,500.00
Vehicle Expense	3,000.00
Data Processing	2,500.00
Contract Services	573,800.00
Insurance & Bonding	11,250.00
Appraisal Review Board	57,000.00
Contingency	10,000.00
TOTAL	3,106,711.03

2018 APPROVED BUDGET 3,106,711.03

TAXING UNIT	2017 Budget Contribution	*2016 Tax Levy	% of Budget	2017 BUDGET CONTRIBUTION
Comal ISD	1,344,423.86	\$148,195,326.93	0.5111161	1,587,889.96
Comal Co	447,524.98	49,330,506.99	0.1701377	528,568.74
New Braunfels ISD	403,923.40	44,524,321.08	0.1535615	477,071.20
City of New Braunfels	228,404.45	25,176,935.03	0.0868336	269,766.96
Emergency Serv Dist #1	26,394.46	2,909,450.84	0.0100345	31,174.31
Emergency Serv Dist #3	24,820.13	2,735,913.15	0.0094360	29,314.89
City of Schertz	35,009.36	3,859,068.00	0.0133097	41,349.32
City of Garden Ridge	19,603.09	2,160,840.83	0.0074526	23,153.07
Emergency Serv Dist #7	12,849.44	1,416,389.21	0.0048850	15,176.39
Emergency Serv Dist #2	18,615.44	2,051,972.71	0.0070771	21,986.57
Emergency Serv Dist #5	12,942.90	1,426,690.48	0.0049206	15,286.77
Emergency Serv Dist #4	10,786.47	1,188,988.75	0.0041007	12,739.83
Emergency Serv Dist #6	10,136.91	1,117,387.77	0.0038538	11,972.64
Boerne ISD	11,604.07	1,279,112.23	0.0044116	13,705.49
City of Bulverde	8,120.92	895,165.58	0.0030874	9,591.56
Fair Oaks Ranch	4,059.94	447,525.59	0.0015435	4,795.17
Johnson Ranch MUD	5,674.93	625,544.87	0.0021575	6,702.62
CCWID #6	4,002.36	441,178.25	0.0015216	4,727.16
York Creek Imp Dist	253.21	27,911.59	0.0000963	299.07
Wimberly ISD	135.88	14,978.14	0.0000517	160.49
City of Selma	599.85	66,121.44	0.0002280	708.48
Spring Branch	482.92	53,230.69	0.0001836	570.36
			0.0000000	0.00
	2,630,368.96	\$289,944,560.15	1.0000000	3,106,711.03

*Will be replaced by 2017 levy

**Contributions will change when 2017 levy is calculated

COMAL APPRAISAL DISTRICT
2018 APPROVED BUDGET

7099

EMPLOYEE EXPENSES

\$2,187,511.03

Administrative Salaries

269,025.78

1) Chief Appraiser 96,000.00
Medical Insurance Premium 8,450.70
Dental Insurance Premium 326.40
Life Insurance Premium 53.16
FICA Contribution 7,344.00
Retirement Contribution 19,200.00
TOTAL EXPENSE 131,374.26

2) Director of Finance 51,000.00
Medical Insurance Premium 8,450.70
Dental Insurance Premium 326.40
Life Insurance Premium 53.16
FICA Contribution 3,901.50
Retirement Contribution 10,200.00
TOTAL EXPENSE 73,931.76

3) Exec Administrative Assistant 43,000.00
Medical Insurance Premium 8,450.70
Dental Insurance Premium 326.40
Life Insurance Premium 53.16
FICA Contribution 3,289.50
Retirement Contribution 8,600.00
TOTAL EXPENSE 63,719.76

Appraisal Salaries

1,458,791.12

4) Director of Operations 85,000.00
Medical Insurance Premium 8,450.70
Dental Insurance Premium 326.40
Life Insurance Premium 53.16
FICA Contribution 6,502.50
Retirement Contribution 17,000.00
TOTAL EXPENSE 117,332.76

5) Assistant Director of Operations 69,065.00
Medical Insurance Premium 8,450.70
Dental Insurance Premium 326.40
Life Insurance Premium 53.16
FICA Contribution 5,283.47
Retirement Contribution 13,813.00
TOTAL EXPENSE 96,991.73

6) Team Leader 60,000.00
Medical Insurance Premium 8,450.70
Dental Insurance Premium 326.40
Life Insurance Premium 53.16
FICA Contribution 4,590.00
Retirement Contribution 12,000.00
TOTAL EXPENSE 85,420.26

7) Team Leader 62,751.00
Medical Insurance Premium 8,450.70
Dental Insurance Premium 326.40
Life Insurance Premium 53.16
FICA Contribution 4,800.45
Retirement Contribution 12,550.20
TOTAL EXPENSE 88,931.91

8) Customer Service Manager	61,556.00
Medical Insurance Premium	8,450.70
Dental Insurance Premium	326.40
Life Insurance Premium	53.16
FICA Contribution	4,709.03
Retirement Contribution	12,311.20
TOTAL EXPENSE	87,406.49
9) Appraiser IV	52,000.00
Taxable Vehicle Allowance	5,500.00
Medical Insurance Premium	8,450.70
Dental Insurance Premium	326.40
Life Insurance Premium	53.16
FICA Contribution	4,398.75
Retirement Contribution	11,500.00
TOTAL EXPENSE	82,229.01
10) Appraiser IV	48,880.00
Taxable Vehicle Allowance	5,500.00
Medical Insurance Premium	8,450.70
Dental Insurance Premium	326.40
Life Insurance Premium	53.16
FICA Contribution	4,160.07
Retirement Contribution	10,876.00
TOTAL EXPENSE	78,246.33
11) Appraiser IV	49,000.00
Taxable Vehicle Allowance	5,500.00
Medical Insurance Premium	8,450.70
Dental Insurance Premium	326.40
Life Insurance Premium	53.16
FICA Contribution	4,169.25
Retirement Contribution	10,900.00
TOTAL EXPENSE	78,399.51
12) Appraiser IV	47,500.00
Taxable Vehicle Allowance	5,500.00
Medical Insurance Premium	8,450.70
Dental Insurance Premium	326.40
Life Insurance Premium	53.16
FICA Contribution	4,054.50
Retirement Contribution	10,600.00
TOTAL EXPENSE	76,484.76
13) Appraiser IV	49,000.00
Taxable Vehicle Allowance	5,500.00
Medical Insurance Premium	8,450.70
Dental Insurance Premium	326.40
Life Insurance Premium	\$ 53.16
FICA Contribution	4,169.25
Retirement Contribution	10,900.00
TOTAL EXPENSE	78,399.51
14) Appraiser III	40,500.00
Taxable Vehicle Allowance	3,000.00
Medical Insurance Premium	8,450.70
Dental Insurance Premium	326.40
Life Insurance Premium	53.16
FICA Contribution	3,327.75
Retirement Contribution	8,700.00
TOTAL EXPENSE	64,358.01

15) Appraiser III	40,500.00
Taxable Vehicle Allowance	5,500.00
Medical Insurance Premium	8,450.70
Dental Insurance Premium	326.40
Life Insurance Premium	53.16
FICA Contribution	3,519.00
Retirement Contribution	9,200.00
TOTAL EXPENSE	67,549.26
16) Appraiser III	40,500.00
Taxable Vehicle Allowance	5,500.00
Medical Insurance Premium	8,450.70
Dental Insurance Premium	326.40
Life Insurance Premium	53.16
FICA Contribution	3,519.00
Retirement Contribution	9,200.00
TOTAL EXPENSE	67,549.26
17) Appraiser III	40,500.00
Taxable Vehicle Allowance	5,500.00
Medical Insurance Premium	8,450.70
Dental Insurance Premium	326.40
Life Insurance Premium	53.16
FICA Contribution	3,519.00
Retirement Contribution	9,200.00
TOTAL EXPENSE	67,549.26
18) Appraiser III	38,000.00
Taxable Vehicle Allowance	5,500.00
Medical Insurance Premium	8,450.70
Dental Insurance Premium	326.40
Life Insurance Premium	53.16
FICA Contribution	3,327.75
Retirement Contribution	8,700.00
TOTAL EXPENSE	64,358.01
19) Appraiser II	37,000.00
Taxable Vehicle Allowance	5,500.00
Medical Insurance Premium	8,450.70
Dental Insurance Premium	326.40
Life Insurance Premium	53.16
FICA Contribution	3,251.25
Retirement Contribution	8,500.00
TOTAL EXPENSE	63,081.51
20) Appraiser II	35,000.00
Taxable Vehicle Allowance	5,500.00
Medical Insurance Premium	8,450.70
Dental Insurance Premium	326.40
Life Insurance Premium	53.16
FICA Contribution	3,098.25
Retirement Contribution	8,100.00
TOTAL EXPENSE	60,528.51
21) Appraiser I	35,000.00
Taxable Vehicle Allowance	5,500.00
Medical Insurance Premium	8,450.70
Dental Insurance Premium	326.40
Life Insurance Premium	53.16
FICA Contribution	3,098.25
Retirement Contribution	8,100.00
TOTAL EXPENSE	60,528.51

22) Appraiser I	35,000.00	
Taxable Vehicle Allowance	5,500.00	
Medical Insurance Premium	8,450.70	
Dental Insurance Premium	326.40	
Life Insurance Premium	53.16	
FICA Contribution	3,098.25	
Retirement Contribution	8,100.00	
TOTAL EXPENSE	60,528.51	
Temporary Employees	12,000.00	
FICA Contribution	918.00	
TOTAL EXPENSE	12,918.00	
Operational Support Salaries		251,568.51
23) Customer Service Specialist	31,518.00	
Medical Insurance Premium	8,450.70	
Dental Insurance Premium	326.40	
Life Insurance Premium	53.16	
FICA Contribution	2,411.13	
Retirement Contribution	6,303.60	
TOTAL EXPENSE	49,062.99	
24) Customer Service Specialist	28,500.00	
Medical Insurance Premium	8,450.70	
Dental Insurance Premium	326.40	
Life Insurance Premium	53.16	
FICA Contribution	2,180.25	
Retirement Contribution	5,700.00	
TOTAL EXPENSE	45,210.51	
25) Customer Service Specialist	27,040.00	
Medical Insurance Premium	8,450.70	
Dental Insurance Premium	326.40	
Life Insurance Premium	53.16	
FICA Contribution	2,068.56	
Retirement Contribution	5,408.00	
TOTAL EXPENSE	43,346.82	
26) Deed/Mapping Clerk	40,431.00	
Medical Insurance Premium	8,450.70	
Dental Insurance Premium	326.40	
Life Insurance Premium	53.16	
FICA Contribution	3,092.97	
Retirement Contribution	8,086.20	
TOTAL EXPENSE	60,440.43	
27) Deed/Mapping Clerk	35,000.00	
Medical Insurance Premium	8,450.70	
Dental Insurance Premium	326.40	
Life Insurance Premium	53.16	
FICA Contribution	2,677.50	
Retirement Contribution	7,000.00	
TOTAL EXPENSE	53,507.76	
Salary Reserve	128,844.69	128,844.69
Chief Appraiser Salary Reserve	10,000.00	10,000.00
FICA for Salary Reserves	12,084.52	12,084.52
Retirement for Salary Reserves	31,593.52	31,593.52
Texas Employment Commission	6,480.00	6,480.00
Sick & Vacation Reserve	19,122.90	19,122.90
Salary Total		2,187,511.03

7200	MORTGAGE		
	Building Mortgage	26,000.00	
			26,000.00
7300	TELEPHONE & UTILITIES		
	Long Distance	1,800.00	
	Line Charges	4,500.00	
	Maintenance & Repair	200.00	
	Cell Phone		
	Electric	10,000.00	
	Gas	700.00	
	Water	1,000.00	
	Garbage	1,500.00	
	Sewer	1,550.00	
	Phone System	4,500.00	
			25,750.00
7400	EDUCATION		
	Schools	22,000.00	
	Travel	5,000.00	
			27,000.00
7450	DIRECTORS EXPENSES		
	Directors Expenses	2,500.00	
	Employee Recognition	500.00	
			3,000.00
7500	DUES & SUBSCRIPTIONS		
	Dues	6,000.00	
	Subscriptions	18,000.00	
			24,000.00
7600	ADVERTISEMENTS		
	Public Service	2,250.00	
	Legal	1,250.00	
	Help Wanted	500.00	
			4,000.00
7700	DEEDS & MAPPING		
	Supplies	300.00	
	Equipment Repair	800.00	
	Maps & Plats	500.00	
			1,600.00
7800	CAPITAL EXPENSES		
	Furniture	5,000.00	
	Building Equipment Replacement	8,000.00	
	Office Finish Out	10,000.00	
	Vehicle	15,000.00	
	Computers	10,000.00	
			48,000.00
7900	MAINTENANCE		
	Repairs & Supplies	3,000.00	
	Janitorial Supplies	2,000.00	
	Building Maintenance	2,000.00	
			7,000.00
8000	OFFICE SUPPLIES/FORMS		
	Operating Supplies	14,500.00	
	Certified Mailers	8,000.00	
			22,500.00
8200	POSTAGE		
	Postage Fees-Notices	35,000.00	
	Postage Fees-General	2,400.00	
	Postage-Reserve	14,500.00	
	Meter Rental	3,600.00	
	Annual Permit	400.00	
	Supplies	800.00	
	Certified Mail	11,000.00	
	Maintenance	600.00	
			68,300.00

8300	COPIER/PRINTING PAPER		
	Maintenance Usage Charge	800.00	
	Lease	3,700.00	4,500.00
8400	VEHICLE EXPENSE		
	Vehicle Maintenance	3,000.00	3,000.00
8500	DATA PROCESSING		
	Software Maintenance	2,500.00	2,500.00
8600	CONTRACT SERVICES		
	Legal	45,700.00	
	Audit	11,500.00	573,800.00
	Appraisal Service	46,000.00	
	Bank Analysis Charges	500.00	
	Cable Connection	18,200.00	
	CAMA Systems	156,800.00	
	CAMA GIS	7,000.00	
	Janitor Service	9,200.00	
	Lawn Care	1,200.00	
	Laser Processing	30,000.00	
	Team Viewer	900.00	
	Appraisal Service	15,000.00	
	CAVS for BPP	3,200.00	
	Homestead Audit	125,000.00	
	Aerials	56,000.00	
	Aerials-change finder	12,000.00	
	Aerials-structure detection	35,000.00	
	Pest Control	600.00	
8700	INSURANCE/BONDING/WORKERS COMPENSATION		
	Operational Insurance	5,000.00	
	Workers Compensation	6,000.00	11,250.00
	Bonding	250.00	
8900	APPRAISAL REVIEW BOARD		
	Per Diem	43,200.00	
	Camera, Photos & Expenses	4,500.00	57,000.00
	Arbitration	6,300.00	
	Legal	3,000.00	
9001	CONTINGENCY	10,000.00	
			10,000.00
	TOTAL EXPENSES		
			\$3,106,711.03
	PROJECTED INCOME		
	Interest Income	300.00	
	Copies & Other Income	12,000.00	0.00
	Reserved-Capital Imps & Replacements	(12,300.00)	
	2018 APPROVED BUDGET		
			\$3,106,711.03

GARDEN RIDGE COMMUNITY CENTER MONTHLY REPORT

2017

May 21st thru June 20th

New Events Booked in Current Month	Charged	3
	No Charge	1

2016-2017

Total Number of Events for the Month	5
Total Number of Days used in the Month	6
Total Number cancelled for the Month	0

2015-2016

Total Number of Events for the Year	74
Total Number of Days Used for the Year	248
Total Number cancelled for the Year	2
Wildflower and Bluebonnet Room	

2014-2015

Total Number of Events for the Year	81
Total Number of days Used for the Year	261
Total Number cancelled for the Year	4
Wildflower and Bluebonnet Room	

Past years	# of Events	# of Days
2013-2014	77	258
2012-2013	73	252
2011-2012	76	257
2010-2011	72	241
2009-2010	65	208
2008-2009	67	199

CITY OF GARDEN RIDGE BUILDING REPORT

5/21/2017 THRU 6/20/2017

MAJOR PERMITS

Permit #	Address	Builder	Sq Ft.	Value \$	Permit Fees
1194 -17	20894 Misty Arbor	Chesmar Homes	4,664	\$ 606,320.00	\$ 3,748.40
1197 -17	8226 Shining Elk	Chesmar Homes	5,151	\$ 669,630.00	\$ 4,040.60
1198 -17	8230 Shining Elk	Chesmar Homes	4854	\$ 631,020.00	\$ 3,557.00
1200 -17	20438 Wahl Lane	Vill Inn Construction Inc.	6,670	\$ 867,100.00	\$ 4,952.00
TOTAL			21,339	\$ 2,774,070.00	\$ 16,298.00

MINOR PERMITS

Permit #	Address	Builder	Project	Permit Fees
1191 -17	8415 Orchard Glen	CMC Construction	Fence	\$ 125.00
1192 -17	8718 Garden Ridge Dr.	Beachy Fencing	Fence	\$ 125.00
0049 -17	20534 Wahl Lane	Murray A/C	Minor HVAC	\$ 100.00
1193 -17	6436 Sumac Lane	Andy Mann	Driveway	\$ 125.00
1195 -17	8307 Garden Arbor	City Fence Co.	Fence	\$ 125.00
1196 -17	9106 Cinnabar Ct.	Joseph Murguia	Outbuilding (mu)	\$ 667.60
0050 -17	20697 Bat Cave Rd	Murray A/C	Minor HVAC	\$ 100.00
1199 -17	19506 Windswept Cove	Chavez Lawn Service	Fence	\$ 125.00
1201 -17	9331 Gardenia Bend	Diamond Decks	Deck, Arbor	\$ 201.28
1202 -17	9316 Berean Way	Stephens Plumbing	Minor Plumbing	\$ 100.00
1203 -17	20631 FM 3009	Friesenhahn & Marbach	Addition	\$ 971.98
1204 -17	19906 Lloyds Park	Superior Fence Co.	Fence	\$ 125.00
0100 -17	20814 Glen Cove	San Antonio Air Service	Minor HVAC	\$ 100.00
1205 -17	9435 Sumac Ln.	Texas Premier Coat	Sidewalk	\$ 100.00
1206 -17	22411 Oro Viejo Ct.	Newsome Enterprises	Minor Plumbing	\$ 100.00
1207 -17	22011 Cristobal Dr.	Solar Electric TX	Minor Electric	\$ 125.00
1208 -17	21060 Klein Circle	Ecko Construction	Driveway	\$ 125.00
1209 -17	20910 Misty Arbor	Henry's Ornamental Works	Fence	\$ 125.00
TOTAL				\$ 3,565.86

TOTAL MAJOR FEES FOR THE MONTH	\$ 16,298.00
TOTAL MINOR FEES FOR THE MONTH	\$ 3,565.86
TOTAL ALL PERMIT FEES FOR THE MONTH	\$ 19,863.86

TOTAL MAJOR PROJECTS VALUE 10/1/2016 thru 6/20/2017	\$ 14,225,640.00
TOTAL MAJOR PROJECTS SQ FT. 10/1/2016 thru 6/20/2017	109,428

TOTAL MAJOR PERMIT FEES 10/1/2016 thru 6/20/2017	\$ 85,739.36
TOTAL MINOR PERMIT FEES 10/1/2016 thru 6/20/2017	\$ 23,520.67
TOTAL ALL PERMIT FEES FOR THE FISCAL YEAR	\$ 109,260.03



GARDEN RIDGE POLICE DEPARTMENT

JULY
MAY 21ST – JUNE 20TH
CALLS FOR SERVICE

Location	Calls	Code	Water	Total
ARROWOOD	0	0	0	0
BAT CAVE ROAD	7	0	0	7
BINDSEIL	3	0	0	3
COUNTRY OAK ESTATES	0	1	0	1
ENCLAVE AT GARDEN RIDGE	0	0	0	0
FM 2252	21	0	0	21
FM 3009	13	0	0	13
FOREST WATERS	8	1	0	9
GARDEN RIDGE ESTATES	24	0	0	24
GEORG RANCH	16	2	0	18
MUNICIPAL COMPLEX	13	0	0	13
NACOGDOCHES LOOP	1	0	0	1
OAK MEADOW ESTATES	0	0	0	0
PARK LANE ESTATES	3	0	0	3
REGENCY OAKS	7	0	0	7
SCHOENTHAL ROAD	5	0	0	5
THE FOREST OF GARDEN RIDGE	3	0	0	3
THE PARK AT GARDEN RIDGE	1	0	0	1
TROPHY OAKS	9	0	0	9
TWISTED OAKS	0	0	0	0
WILD WIND	2	0	0	2
WOODS OF GARDEN RIDGE	4	1	0	5
COUNTY	19	0	0	19
OTHER	4	0	0	4
TOTALS	163	5	0	168

ARRESTS – 9
ALARM PERMITS – 2
CRASHES – 6

ALARMS – 23
SOLICITOR PERMITS – 1

Location	Units	Injury	Fatal	Type
1950 BLK FM 3009	2 vehicles	0	0	CR3
8300 BLK Garden Arbor	2 vehicles	0	0	CR2
1950 BLK FM 2252	vehicle vs. curb	0	0	CR2
1950 BLK FM 3009	2 vehicles	0	0	CR2
1950 BLK FM 3009	2 vehicles	0	0	CR2
9100 BLK Tuscan Hills Drive	2 vehicles	0	0	CR2

ENFORCEMENT (297) ***Citations – 161** ***Warnings – 136**

INCIDENTS and ARRESTS

- 5/21/2017- After being stopped for expired registration, Ofc. McKay arrested Justin Jackson for Driving While License Invalid with No Insurance.
- 5/26/2017- Officers were dispatched to the report of an assault. After a brief altercation, Officers made an arrest of the subject for violating terms of probation, injury to an elderly person, resisting arrest, harassment of a public servant, and interfering with an emergency request for assistance.
- 5/27/2017- After being stopped for expired registration, Sgt. Osborn arrested Jason Noack for Driving While License Invalid with No Insurance.
- 6/3/2017- After being stopped for expired registration, Ofc. Oehler arrested Aaron Chaffin for Possession of Controlled Substance PG 1 1G<4G, Driving While License Invalid with Previous Convictions, Failure to Identify as a Fugitive, and Possession of Drug Paraphernalia. Warrants were also served on him at the jail once he was properly identified.
- 6/3/2017- After being stopped for expired registration, Ofc. Oehler arrested Mirabai Wagner for Possession of Controlled Substance PG 1 < 1G, Possession of Controlled Substance PG 3 < 28G, and Possession of Drug Paraphernalia. She was released on extenuating circumstances and the charges are filed at large.
- 6/16/2017- After being stopped for having an obscured license plate, Ofc. McKay arrested Roberto Hernandez for Driving While License Invalid with an Alcohol Related Suspension.
- 6/18/2017- After being stopped for no front license plate, Ofc. Hackenberg arrested Angela Gaytan for Driving While License Invalid with Previous Convictions.
- 6/20/2017- After being stopped for no front license plate, Ofc. Thoemke arrested Raul Palomino for Driving While License Invalid with Previous Convictions and Cipriano Macias for Possession of Marijuana < 2oz.

TRAINING

- | | |
|--|--|
| <ul style="list-style-type: none">♦ “Response to Mass Casualty/Active Shooter Events”<ul style="list-style-type: none">○ Sgt. Dennis♦ “Point of Contact Critical Wound Care”<ul style="list-style-type: none">○ Sgt. Dennis♦ “Sexual Assault Family Violence Investigator Course”<ul style="list-style-type: none">○ Ofc. Hackenberg○ Ofc. McKay | <ul style="list-style-type: none">♦ “Civilian Response to Active Shooter Events”<ul style="list-style-type: none">○ Sgt. Dennis○ Ofc. Hackenberg○ Ofc. McKay○ Ofc. Pelata○ Ofc. Sanchez○ Marisa Spencer♦ “Property Crimes Investigation”<ul style="list-style-type: none">○ Ofc. Thoemke |
|--|--|

Public Works

May, 20 2017—June, 20 2017

Street and Right of Way Maintenance

Streets repairs:	3
Medians mowed:	3
Right of ways mowed:	5

Storm water Drainage Facility and Easement Maintenance

Outfalls inspected:	19
Detention/Retention ponds inspected:	18
Drainages mowed:	1

Park and City Facility/Property Maintenance

Paul Davis Park:	Mowed once/pressure washed.
Park Lane Park:	Repaired hose 2 bibs/Added base to parking lot.
Community Center:	door painting.
	Pressure washed patios.
	Mowed once.
City Hall:	mowed once.
	Replaced belts on air handlers.

Animal Control

Domestic Animal Apprehensions:	Dogs 4	Cats 12	YTD	Dogs 21	Cats 31
Nuisance Complaint Calls:	0		YTD	0	
Animal Bite Calls:	0		YTD	0	
Deer Carcass Disposals:	18		YTD	61	
Raccoon:	4		YTD	19	
Opossum:	3		YTD	32	
Skunks:	3		YTD	17	
Other:	1 snake--12 Wild Hogs--3 Ringtails--5 armadillos		YTD	36	

Hunters for the hungry animal donations: Deer /Wild Hogs	YTD	12
Total animal control apprehensions/pickups for 2017:	YTD	217
Animal transferred to adoption agency:	0	YTD 2
Animals returned to owners:	2	YTD 16
Animals adopted:	Dogs. 0 Cats 1	YTD 5
Current animals in city's care:	Dogs. 1 Cats. 21	
Animals ready for adoption:	Dogs. 0 Cats. 0	

Special Note

Oak wilt:	No new cases.
-----------	---------------

Water Commission
As Of 20 June 2017

	2016						2017						
	Edwards		Trinity		Total	Quarterly	Edwards		Trinity		Total	Quarterly	
	Gallons	Acre Feet	Gallons	Acre Feet	Acre Feet	Acre Feet	Gallons	Acre Feet	Gallons	Acre Feet	Acre Feet	Acre Feet	
January	15,309,000	46.98	431,000	1.32	48.30		3,046,000	9.35	13,005,000	39.91	49.26		Actual
February	512,000	1.57	19,825,000	60.84	62.41		1,132,000	3.47	14,384,000	44.14	47.62		Actual
March	3,234,000	9.92	16,359,000	50.20	60.13	170.84	2,014,000	6.18	17,236,000	52.90	59.08	155.95	Actual
April	494,000	1.52	18,620,000	57.14	58.66		2,470,000	7.58	20,512,000	62.95	70.53		Actual
May	4,348,000	13.34	14,693,000	45.09	58.43		4,670,000	14.33	29,430,000	90.32	104.65		Actual
June	29,247,000	89.76	1,608,000	4.93	94.69	211.78	2,712,000	8.32	16,950,000	52.02	60.34	235.52	6/1-6/20
July	38,544,000	118.29	12,725,000	39.05	157.34		-	0.00	-	0.00	0.00		
August	24,439,000	75.00	7,880,000	24.18	99.18		-	0.00	-	0.00	0.00		
September	23,578,000	72.36	1,715,000	5.26	77.62	334.14	-	0.00	-	0.00	0.00	0.00	
October	27,951,000	85.78	0	0.00	85.78		-	0.00	-	0.00	0.00		
November	17,929,000	55.02	895,000	2.75	57.77		-	0.00	-	0.00	0.00		
December	14,578,000	44.74	888,000	2.73	47.46	191.01	-	0.00	-	0.00	0.00	0.00	
TOTAL	200,163,000	614.28	95,639,000	293.51	907.78		16,044,000	49.24	111,517,000	342.23	391.47		
	EAA Stage 0, -0%, Available 882.77 Ac/Ft, Unused 268.49 Ac/Ft						EAA Stage 0, -0%, Available 682.77 Ac/Ft, Unused 633.53 Ac/Ft						682.77

Current Edwards Permits

Allocated Pumpage		CO00139	P100-767	511.951 Acre Feet
Purchase		BE 00109I	P100-327	2.000 Acre Feet
Purchase		ME 00417D	P101-185	1.301 Acre Feet
Purchase		ME 00479I	P101-315	3.895 Acre Feet
Purchase		UV 00437I	P101-699	2.000 Acre Feet
Purchase		UV 00461I	P101-752	4.000 Acre Feet
Purchase		UV 00478I	P101-801	2.000 Acre Feet
Purchase		UV 00537H	P101-959	2.000 Acre Feet
Purchase		UV 00576I	P102-040	14.000 Acre Feet
Purchase		UV 00630G	P102-146	1.760 Acre Feet
Purchase		BE 00081AE	P100-200	62.000 Acre Feet
Transfer	K. Zar Pool	UV00435	P106-186	1.000 Acre Foot
Transfer		CO00118B	P103-312	4.500 Acre Feet
Transfer		CO00119AA	P102-416	2.000 Acre Feet
Transfer		CO00119AA	P102-564	0.660 Acre Feet
Lease	M. Friesenhahn		P100-745	65.000 Acre Feet
Lease	Lloyd Loehman		P107-429	3.000 Acre Feet
Lease	BVFD	1/1/2015 - 12/31/2015		-0.300 Acre Feet

Total Available Edwards Water

682.77 Ac/Ft

222,481,287.2 Gals

Connections: 1,591 Avg. usage per connection: 12,358.265 gals

Avg. Daily Usage: 06/01 - 06/20: 983,100.000 gals

Avg. connections 2016: 1571 Avg. usage per connection for 2016: 188,300.4 gals

Monthly Well Progress Report

Trinity Well Status: Static Level: Apr 1st: 208.8' Apr 19th: 207.9' Diff. of: 0.9'

GPM: 875 Pumping Level: Apr 1st: 172.8' Apr 19th: 171.9' Diff. of: 0.9'

Edwards Wells Status: Static Level: Apr 1st: 139.5' Apr 19th: 140.4' Diff. of: 0.9'

Total Edwards Allocation 682.77 Acre Feet

Library Activities, May 15-June 15

<i>Preschool Story Time</i>	<i>40</i>	
<i>Lego Robotics</i>	<i>110</i>	
<i>Reading Dog</i>	<i>7</i>	
<i>Board Games</i>	<i>15</i>	
<i>Summer Reading Program Kickoff</i>	<i>127</i>	
<i>Pokemon Club</i>	<i>30</i>	
<i>Glass Painting Class</i>	<i>15</i>	
<i>Lunch-n-Learn Understanding Medicare</i>	<i>7</i>	
<i>Lunch-n-Learn Eat. Move. Think</i>	<i>12</i>	
<i>Total</i>	<i>363</i>	

~There were 1,232 visits to the library.

~There were 1,978 items checked out.

~We added 44 new patrons.

~169 new items were added to the Library Collection.



Garden Ridge Library

2017

Calendar of Events

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3 	4  Library Closed	5	6 Board Games Day Ages 6+ 10am-Noon	7 10:30 am Preschool Storytime	8 POKEMON CLUB 10 am-NOON AGES 6-13
9	10 GRES Story & Crafts 1pm	11 Lego Robotics “free play” ages 6+ 10:00 am-3pm	12	13 Board Games Day Ages 6+ 10am-Noon	14 10:30 am Preschool Storytime	15
16	17 GRES Story & Crafts 1pm	18 Lego Robotics “free play” ages 6+ 10:00 am-3pm ----- Card class w/Angie @1:30pm	19 Morena Hockley Crafting Class @ 1:00pm Fee & Registration Req'd	20 Board Games Day Ages 6+ 10am-Noon	21 10:30 am Preschool Storytime	22
23	24 GRES Story & Crafts 1pm	25 Lego Robotics “free play” ages 6+ 10:00 am-3pm	26	27 Board Games Day Ages 6+ 10am-Noon	28 10:30 am Preschool Storytime ----- SUMMER READING ENDS! Final day to turn in logs.	29
30	31 GRES Story & Crafts 1pm	Lego Robotics “free play” ages 6+ - NO REGISTRATION REQ'D Board Games Day Ages 6+ - NO REGISTRATION REQ'D Space Limited for Morena Hockley Craft class—REGISTER EARLY Questions about any of our programs? Call 210-651-6570				 Find us on: facebook.



MEMORANDUM

To: Garden Ridge City Council
Cc: Nancy Cain, City Administrator – City of Garden Ridge
From: Patrick Lackey, P.E. – Trihydro Corporation PAL
Date: June 28, 2017
Re: Trihydro Corporation –Engineering Report July 1, 2017

1. 2015 CIP Street, Water and Drainage Project – Qro Mex Construction

- Phased Paving should be completed by June 28, 2017. Phase 2 work by August 1, 2017
- Water lines, services and interconnects are in place, tested and in service
- Phase 1 site grading and revegetation to follow paving. Phase 2 curb, driveway repair to precede paving
- Final quantities measure up and adjustments are underway
- Pay estimate #10 has been approved, 46% complete

2. 2016 Wells and Booster Pump Facility – Pesado Construction

- Well construction (C & C Well Services) is awaiting final pump motor installation. Pay estimate #7 approved, 95% complete
- Pesado Construction has completed 3009 road bore, and is working toward Schoenthal Road tie-in. Directional bore complete at Tuscan Drive
- D & N Tank contractor is erecting 0.5 MG GST on-site. Tank completion by July 1, 2017
- Booster pump station installation and yard piping to follow completion of tank erection
- Pay estimate #2 has been approved, 18% complete

3. Municipal Parkway Project

- Project awarded to Old Castle (dba Wheeler Coating). Notice to proceed issued 6/20/17
- Concrete demolition and crack sealant completed. Sealing work scheduled 7/14-15.

4. Naco – Loop Water Line (Winco)

- Design surveys underway from Winco site, along Naco Loop to 3009 well site. Trying to establish contact for tract adjacent to 3009 well site and Naco Loop.



5. FM 2252 Water and Wastewater Line Projects

- Ongoing coordination with TxDOT on pending roadway project continuing
- Wastewater and water construction and easement cost updates are on-going
- Preparing water conflict identification for route along FM 2252

6. 2017 – 2018 Budget Assistance

- Project support for up-coming annual budget preparation continuing
- Cost estimates being updated for utility rate studies, water and wastewater projects, and street and drainage projects

June 28, 2017

To: Mayor Thompson and City Council

From: City Administrator Cain
Finance/HR Ford

Employee health insurance coverage through TML is increasing for the 2018 Fiscal Year. They have provided two options to manage the increase.

The two options are:

A. Option 1:

- Current plan with no change in coverage and deductibles
- 15% premium increase to city (\$22,078.51 annually)
- 15% premium increase to employee for dependent coverage
- \$22,078.51 total increase to city

B. Option 2:

- No change in coverage
- 9.51% premium increase to city and employee for dependent coverage
- In Network and Out of Network deductibles increase \$250
- No change to Maximum Out of Pocket to employee
- \$13,999.62 total increase to city (\$8,078.89 savings from Option 1)

There is no change in dental insurance. Total cost to city remains \$10,095.48.

City Staff recommends selection of Option 2 for health insurance coverage and retention of current dental insurance coverage.

City of Garden Ridge

TML Healthcare Comparison

	Current	Option 1
\$500 In Network Deductible	\$ 500	\$ 500
\$750 Out of Network Deductible	\$ 750	\$ 750
\$2,500 In Out of Pocket	\$ 2,500	\$ 2,500

Option 2
\$ 750
\$ 1,000
\$ 2,500

Covered	Current	Option 1	\$ Increase	% Increase
EE	422.87	486.32	63.44	15.0%

Option 2	\$ Increase	% Increase
463.10	40.23	9.51%

City Increase	Current	Option 1	Option 2
Annual Per EE	5,074.46	5,835.79	5,557.20
Total Cost to City	147,159.32	169,237.83	161,158.94

Annual Increase for City of Garden Ridge	
Option 1	22,078.51
Option 2	13,999.62

8,078.89 City Savings going with Option 2

3,318.39 Additional Savings by Eliminating Consultant (2%) Option 1

3,159.98 Additional Savings by Eliminating Consultant (2%) Option 2

Employee Analysis

Covered	Current	Option 1	\$ Increase	% Increase
Spouse	734.40	844.56	110.16	15.0%
Child	361.71	415.98	54.26	15.0%
Family	899.60	1,034.55	134.95	15.0%

Option 2	\$ Increase	% Increase
804.25	69.85	9.51%
396.13	34.41	9.51%
985.18	85.58	9.51%

EE Annual Additional Cost & Savings	Option 1	Option 2	Savings w/Opt 2	Inc Ded	Impact to EE
Spouse	1,321.92	838.20	483.72	250.00	233.72
Child	651.17	412.98	238.19	250.00	(11.81)
Family	1,619.35	1,026.94	592.42	250.00	342.42

Additional Annual Savings with Consultant Elimination (2%)	Option 1	Option 2
Spouse	25.92	16.44
Child	12.77	8.10
Family	31.75	20.14

Council Ideas/Suggestions List by Category

Updated: June 23, 2017

Ongoing items

Items	Status	Completed Council Approval
1. Personnel Policy (Mayor Knaus) Incentive Pay (Councilman Thompson)	Meeting scheduled for May 18, 2016 with City Council, staff, City Attorney to begin review of draft document Incentive Pay will be discussed during Personnel Policy draft document discussions 6/15/16 – City Attorney looking at another possible policy for Council Consideration and to bring back to Council upon completion of review City Attorney continues work on revising policy with proposed revised chapters to Council for comment City staff working on plan to complete policy for presentation to Council Presenting City Council (4/5/17) with proposal from SeeKing to complete Employee Handbook and Policy Further discussion and direction on proposal to be provided by City Council on May 3, 2017 Staff reviewing a policy reviewed by an attorney at Hogwild for possible presentation to City Council Staff working on a draft policy for Council consideration prior to beginning of new fiscal year	
2. Electronic Water Billing (Councilman Thompson)	Software upgrade on May 19 Include in FY 2017 Budget Begin implementation FY 2017 Full implementation TBD Online water bill payments active September 14, 2016 Online Court payments active October 2016	Software upgrade completed
3. Community Center (Councilman Lantzy)	Comparing pricing of similar venues Developing fully loaded cost for facility Acquiring estimates for removal of overhead doors, sound system, commercial stove, AC system Developing list of aesthetical improvements to center that may affect lighting, energy and electrical improvements Staff working on maintenance items Comparing contracts from other venues for revisions to current contract Bring information at hand to Council in June for discussion and direction Councilman Lantzy discussed Community Center	

	with Council on 6/6/16 Proposals for door removal, new air conditioning and ducting received and to be presented to City Council with funding through CIP Council approved funding on August 3, 2016 through CIP. Doors removed, new air conditioning installed. Awaiting install of duct work on September 12, 2016 Duct work installation completed September 12/13, 2016 City Attorney revising Community Center Contract per Council direction 10/5/16 – Marketing and future projects being discussed by Council Work continues on revising Community Center Contract Council to consider revised agreement in Feb. Council meeting Revised agreement approved Feb. 13, 2017 and being utilized Interior door/window frames and doors painted a neutral color to enhance appearance	
4. Training for Commissioners (Councilman Thompson)	Continuous/Ongoing Staff will advise Commissioners of training/seminars as information available Budget Training/Travel annually Councilman Thompson to attend TML Newly Elected Officials training August 18 Councilmen Thompson and Trial attended August 18, 2016 training Two P&Z members and Councilman attended AACOG Planning & Zoning training P&Z Chair Stocks to attend a training session in February 2017 Councilman Trial, P&Z Commissioner Bower, City Secretary and City Administrator participated in a TML Webinar on economic development in February	
5. Update Ordinances (Councilmen Thompson and Lantzy)	Cost for Codifying to be included in FY 2017 Budget Work with legal to develop plan for updating Identify ordinances to be updated Codifying of ordinances postponed due to budgetary constraints	
6. Quarterly Issues Town Hall Meeting (Councilman Lantzy)	Determine dates for Meetings	
7. Bat Cave Road widening (Councilman McCaw)	General briefing on future agenda	

Pending	Status	Completed Council Approval
1. Annual or semi-annual inspection of buildings and other City facilities (Councilman Thompson)	To be implemented semi-annually	Implemented Monthly
2. Disaster recovery plan for City (Councilman Thompson)	Discuss at future Council meeting to determine the scope of recovery plan	
3. Disaster recovery plan for Water Department (Councilman Thompson)	Discuss at future Council meeting to determine the scope of recovery plan	
4. Video stream Council meetings (Councilman Thompson)	Discuss with legal pros/cons Sound system in Council room can be planned for future streaming capabilities Requires additional technology upgrades and equipment Budget impact	
5. Videos for website (Councilman Thompson)	Maybe prepared by GRES or students to increase civic involvement	
6. Coffee with Mayor and Council (Councilman Thompson)	Discuss at future Council meeting and determine dates	
7. Business outreach by Council – walk businesses (Councilman Thompson)	Discuss at future Council meeting	



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Project No.: GRH17199 Date: 6/6/2017
Project: Garden Ridge Land Use Planning Reporting Period: 5/1/2017 to 5/31/2017
To: Nancy Cain, City Administrator
From: Chelsea Irby, Project Manager

PROJECT UPDATE (EFFORT FROM MAY 2017)

- FNI conducted the following tasks:
 - Steering Committee Meeting #2
 - Closed online survey (results sent to staff on May 31, 2017 and posted on project website)
 - Currently drafting the Master Land Use Plan

UPCOMING SUBMITTALS AND MEETINGS

- May 1, 2017 – Steering Committee Meeting #2 (land use) – **completed**
- May 15, 2017 – Online survey closes – **completed**
- July 7, 2017 – FNI sends draft plan to City staff
- July 18, 2017 – Conference call with staff to discuss edits to draft plan
- July 24, 2017 – Draft plan sent to Steering Committee
- August 7, 2017 – Steering Committee #3 to review draft plan

Attached is our proposed 2018 Budget and 2017 Tax Rate Schedule. This process has very strict timelines that must be observed to avoid having to begin the process over.

Several Special meetings must be conducted to accomplish the budget and tax rate process. We must have five (5) Councilmembers present at these meetings. Please note that each meeting reflects which Councilmember has indicated that they will not be present for the proposed meeting.

Please mark your calendars for these Special Meetings during the Budget and Tax Rate Process and should you have a conflict please let either the City Administrator or City Secretary know as soon as possible.

A Final Note:

Many of these meetings are scheduled with the minimum number of attendees due to the many Council commitments. Please keep in mind any additional absences will require a complete re-scheduling of this process. Thank you for your understanding.

PROPOSED

2018 BUDGET AND 2017 TAX RATE SCHEDULE

June 23, 2017

July 14	Proposed 2018 Budget provided to Council	
July 18	Special Council meeting Budget Worksession #1 Begin @ 10:00a.m.	
July 25	Appraisal District submits 2017 Certified Values	
July 27	Special Council meeting Budget Worksession #2 Begin @ 10:00a.m. File proposed 2018 Budget with City Secretary	McCaw Out
July 26-August 1-3	Comal County Tax Office calculates and submits 2017 tax rate	
August 2	Regular City Council meeting 6:00 p.m.	
August 3	Publish Notice of Budget Public Hearing	
August 4-8	Publish Effective& Rollback Tax Rates	
August 7	Special Council meeting 6:00 p.m. Approve 2018 Tax Rate proposal (Reschedule Steering Committee meeting start to 6:45 pm)	
August 13	Publish Notice of 2017 Tax Year Proposed Property Tax Rate and Public Hearings	
August 14	Special City Council Meeting 6 p.m. Budget Public Hearing on the proposed 2018 Budget Adoption of 2018 Budget	Lantzy Out
August 21	Special City Council Meeting 6 p.m. 1st Tax Rate Public Hearing on 2017 tax rate proposal Reschedule Wildlife Management Advisory Commission meeting start to 6:30p.m.	Bower Out
August 28	Publish Notice of Tax Rate Increase	
August 30	Special City Council Meeting 6 p.m. 2nd Tax Rate Public Hearing on 2017 tax rate proposal	
September 6	Regular City Council Meeting 6 p.m. Adopt 2017 Tax Rate	
September 8	Submit 2017 Tax Rate ordinance to Comal County Tax Office	
September 18	File 2018 Budget with Comal County Clerk's Office	

2017 Future Agenda Items

July

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					

July 18, 2017

**City Council Special Meeting
@ 10 a.m.**

July 27, 2017

**City Council Special Meeting
@ 10 a.m.**

August 2, 2017

******There will be additional Special Meetings and Workshops for budget discussion, budget public hearings and the adoption of Tax Rate and Budget******

Agenda deadlines:

- 14 business days before Meetings (7/19/17) - City Council and Staff items are due
- 9 business days before Meetings (7/24/17) - City Administrator and Mayor review agenda.
Mayor sets the agenda.
City Attorney is sent the agenda to approval
- 7 business days before Meetings (7/26/17) - Post Agenda on bulletin board City Council will receive packet (allowing a day and half for corrections and to request additional information to be added)
- 5 business days before Meetings (7/28/17) - Post Agenda Packet to City Website
@ noon
- 3 business days before (7/30/17) Meetings (72 hours) – Local Government Code requirement for posting
- 2 business days before (7/31/17) Meeting - Mayor and City Administrator meet with Department Heads
Monday @ 10 a.m.

Red=City Council Purple=Quarry Commission
 Planning & Zoning =Green Water Commission= Blue
 Pink=Impact Fee Committee
 Wildlife Management Advisory Commission=Brown

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		

Proclamations/Awards (Before Citizen Comment Period)

Consent Agenda

1. Minutes 7-5-17
2. Financial Report
3. Staff Reports (Admin, Library, Public Works, Water, PD)

Public Hearings

Non-Consent Agenda

Ordinances and Resolutions and CIP presentation

1. CIP Project for 2013
2. CIP Project for 2015
 - a. Phase I
 - b. Phase II
 - c. Trinity Wells #9 and #10 Project
1. CIP Project for 2016
 - a. Municipal Parkway Seal Coating
2. Sewer System (FM 2252)
3. Hickory Bend Drainage
4. Waterline extension project to Winco

Commission Items

P&Z-

Quarry

Water

Wildlife Management Advisory Commission

Discussion

- 1.

Updates

Parks Committee Activities and Project Updates:

1. July 4th Celebration
2. Christmas Tree Lighting Event

City Administration Project Updates:

1. Animal Control Ordinance amendments
2. Personnel Policy
3. Master Land Use Plan Update
 - a. Steering Committee 8-7-17
 - b. Town Hall Meeting 8-28-17
4. Communication efforts

- a. Citizen Concern/Input
- b. City Council calendar
- c. Website

City Council Discussions/Project Updates:

- 1. City Council Idea/Suggestions
- 2. Future Agenda Items

Executive Session

August 7, 2017
City Council Special Meeting
@ 6p.m.
Steering Committee
City Hall @ 6:45 p.m.

August 14, 2017
City Council Special Meeting
@ 6p.m.

August 21, 2017
City Council Special Meeting
@ 6p.m.
Wildlife Management Advisory Commission
@ 6:30p.m.

August 28, 2017
Town Hall Meeting
Community Center @ 6:30 p.m.

August 30, 2017
City Council Special Meeting
@ 6p.m.

September 6, 2017

******There will be additional Special Meetings and Workshops for budget discussion, budget public hearings and the adoption of Tax Rate and Budget******

Agenda deadlines:

- 14 business days before Meetings (8/23/17) - City Council and Staff items are due
- 9 business days before Meetings (8/28/17) - City Administrator and Mayor review agenda.
 - Mayor sets the agenda.
 - City Attorney is sent the agenda to approval
- 7 business days before Meetings (8/30/17) - Post Agenda on bulletin board City Council will receive packet (allowing a day and half for corrections and to request additional information to be added)
- 5 business days before Meetings (9/1/17) - Post Agenda Packet to City Website
 - @ noon
- 3 business days before (9/3/17) Meetings (72 hours) – Local Government Code requirement for posting
- Days of (9/6/17) Meeting - Mayor and City Administrator meet with Department Heads
 - Wednesday @ 10 a.m.

Red=City Council Purple=Quarry Commission
Planning & Zoning =Green Water Commission= Blue
Pink=Impact Fee Committee
Wildlife Management Advisory Commission=Brown

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

Proclamations/Awards (Before Citizen Comment Period)

Consent Agenda

1. Minutes 8-2-17
2. Financial Report
3. Staff Reports (Admin, Library, Public Works, Water, PD)

Public Hearings

Non-Consent Agenda

Ordinances and Resolutions and CIP presentation

1. Adoption of Tax Rate
 - CIP Presentation**
 - 1. CIP Project for 2013
 - 2. CIP Project for 2015
 - a. Phase I
 - b. Phase II
 - c. Trinity Wells #9 and #10 Project
 - 3. CIP Project for 2016
 - a. Municipal Parkway Seal Coating
 - 4. Sewer System (FM 2252)
 - 5. Hickory Bend Drainage
 - 6. Waterline extension project to Winco

Commission Items

P&Z-

Quarry

Water

Wildlife Management Advisory Commission

Discussion

Updates

Parks Committee Activities/Project Updates

City Administration Project Updates:

1. Animal Control Ordinance amendments
2. Personnel Policy
3. Master Land Use Plan Update
 - a. Steering Committee 9-25-17 PH
4. Communication efforts
 - a. Citizen Concern/Input
 - b. City Council calendar
 - c. Website

City Council Discussions/Project Updates:

1. City Council Idea/Suggestions
2. Future Agenda Items

Executive Session

PENDING FUTURE AGENDA ITEMS

- 1) 2/2/16 Discussion of issues surrounding Bat Cave Road will be placed on future Council agenda... *McCaw*
- 2) Ordinance update plan....*Legal & Goodwin*
- 3) Daily cost per animal that Garden Ridge keeps... *Thompson (Trial)*
- 4) FY 2018 Budget Calendar... *Cain*
- 5) Ordinance 54-Water Leak Adjustments.... *Thompson*
- 6) Discussion on Annexation (waiting until MLUP is developed)..... *McCaw*
- 7) Logo and Seal Ordinance... *Cain*
- 8) Friends of Library and Parks Committee Donation Ordinance... *Trevino*
- 9) Joint City Council and Planning & Zoning Meeting - October 23, 2017....*City Council*
Public Hearing and proposed adoption
- 10) Alarm Permits....*Cain*

Items for further discussion before adding to list

State of City..... *Cain*