



City of Garden Ridge

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

AGENDA REGULAR CITY COUNCIL MEETING, JANUARY 3, 2018 AT 6:00 P.M.

The Garden Ridge City Council will meet in a regular session on Wednesday, January 3, 2018 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 December 29, 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

Thank you to Chris Graef, Water Department and Duane Scognio, Water Department.

5. Citizen's Participation – Limited to thirty (30) minutes

Rules for Citizen's Participation:

The City Council welcomes citizen participation and comments at all of their Meetings. The City Council offers citizens the opportunity to address them by signing up to speak prior to the meeting. As a courtesy to your fellow citizens and out of respect for our elected officials, we request that if you speak, you follow these guidelines:

- a) Respect and courtesy:
 - i. Direct your comments to the entire City Council, not to an individual member, nor to the audience.
 - ii. Show the City Council the same respect that you would like to be shown.
 - iii. Show the City Council courtesy by ending your speaking at the time allotted below.
- b) Speaking:
 - i. First citizen comment period
 - a. You are required to sign up to speak.
 - b. You are limited to three (3) minutes per citizen.
 - ii. Business item period
 - a. You are required to sign up to speak.
 - b. You are limited to three (3) minutes per citizen.
 - iii. Second citizen comment period
 - a. You are not required to sign up.
 - b. You are limited to two (2) minutes per citizen.
 - iv. State your name and address before your comments begin.
 - v. Citizens are only allowed to speak once, unless also speaking during a posted Public Hearing.

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

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. December 6, 2017 City Council Regular Meeting
- b) Financial Statement and Investment Report – November 30, 2017

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
 - Community Center usage and financial report, Building Permits issued to date for residential, commercial and minor Construction projects, City Council Idea/Suggestions, Communication efforts, Citizen Concern/Input, and upcoming events
 - ii. Police Department Monthly Activity Report
 - Traffic Enforcement, Criminal activity within City, and Code Compliance Enforcement
 - iii. Public Works Monthly Activity Report
 - Street and Right-Of-Way Maintenance, Drainage Facility and Easement Maintenance, Animal Control (domestic and wild), Oak Wilt and Public Works Projects
 - iv. Water Manager Monthly Activity Report
 - Water pumping/usage from city wells, Water system infrastructure maintenance, repairs and/or projects, and Water and/or Drought Management (current Watering Stage)
 - v. Library Monthly Activity Report
 - Upcoming events
- 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
 - iii. Sewer System (FM 2252)
- d) Oak Wilt
 - i. Status of recent outbreak and mitigation update
 - ii. Discussion on communication and education
- e) Update on proposed amendments to Ordinance 53.

- f) Consider appointments to the City of Garden Ridge Municipal Court and authorizing staff to file appropriate documents with the State of Texas
 - i. Municipal Court Judge
 - ii. Alternate Municipal Court Judge
 - iii. Prosecutor
 - iv. Alternate Prosecutor
- g) Quarry Commission Recommendations and Possible Action:
No report.
- h) Water Commission recommendations and Possible Action:
No report.
- i) Wildlife Management Advisory Commission:
 - i. Recommendation from Wildlife Management Advisory Commission to accept the resignation of Commissioner Desiree Garner due to family health issues (with term expiring September 2018).
 - ii. Receive monthly activity update.
 - iii. Update on the 2017 Survey process
- j) Garden Ridge Parks Committee:
 - i. Update on activities
- k) *Volunteer Garden Ridge!*
 - i. Update on activities
- l) City Administration Project Updates:
 - i. Water and Wastewater Rate Analysis Study
 - ii. Announcements of City Election dates
 - iii. Preliminary Budget & Tax Rate Schedule
 - iv. Website
- m) City Council Discussions/Project Updates:
 - i. Mayor's communication efforts
 - ii. Postal mail issues occurring within the City (Arvidson)
 - iii. Trash and other debris along Bat Cave Road (Arvidson)
 - iv. Future Agenda Items

8. Citizen's Participation – Limited to twenty (20) minutes
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 ("AAMPO")

Boy Scouts and/or Girl Scouts

City Commissions (Planning and Zoning, Quarry, Water, and Wildlife Management)

Comal ISD/Garden Ridge Elementary

Counties (Bexar, Comal and Guadalupe)

Garden Ridge Lions Club

Garden Ridge Police Academy Alumni Association/Citizen Patrol

Greater Bexar County Council of Cities
Joint Base Land Use Study-Randolph
Northeast Partnership

10. Executive Session

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

- a) Pursuant to Texas Government Code Chapter 551.072 to deliberate the purchase, exchange, lease or value of real property for utility projects.
- b) Pursuant to Texas Government Code Chapter 551.071 to receive legal advice regarding contemplated litigation related to 2015 CIP project performance.
- c) Pursuant to Texas Government Code Chapter 551.074 to discuss Personnel Matters regarding the appointment and duties of Municipal Court Judge, Municipal Court Alternate Judge, Prosecutor and Alternate Prosecutor.

11. 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.

12. Adjournment

AGENDA NOTICES:

Decorum Required:

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

Action by Council Authorized:

The Council may vote or act upon any item within this Agenda. The Council reserves the right to adjourn into closed session at any time during the course of this meeting to discuss any of the matters listed below, as authorized by Title 5, Chapter 55, of the Texas Government Code.

Executive Sessions Authorized:

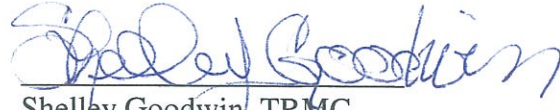
This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the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

Attendance By Other Elected or Appointed Officials:

It is anticipated that members of the other city boards, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the City Council, other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action 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 11:00 a.m. on December 21, 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

Your Honor,

December 14, 2017

What a pleasure it was to sit and listen to an accomplished speaker enhance our knowledge on security issues. And yes, the wife and I learned a few different items to add to our security bag. I also thank you for checking on me throughout the briefing. Thanks for a job well done.

Now I want to tell on myself about assistance I got from your Water Department. I had an outside water faucet that needed to be changed since it deteriorated to a constant drip and replacing the gasket didn't seem to fix the problem. I had to shut off the main water valve, and I tried to accomplish that several times to no avail. Assuming I had a water valve problem, I came over to City Hall to talk to someone. Water Department responded within minutes. Duane and Chris diagnosed the problem within a nanosecond. I had been turning off the neighbor's water. Mine was located five feet to the left under lantana bushes. Was I embarrassed!

I also related my challenge with potential water leaks so Duane checked out the offending water faucet. Without asking or being told, Chris changed the water faucet within a few minutes. I couldn't have been more appreciative (you knowing my diminished capacity to do much bending over). That simple job was a big deal to me.

I again thank them for taking the initiative and getting something done for me.

A handwritten signature in blue ink that reads "Gary A. Mallett". The signature is fluid and cursive, with a long horizontal line extending from the end of the name.

Gary A. Mallett



City of Garden Ridge

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

MINUTES OF CITY COUNCIL REGULAR MEETING, **DECEMBER 6, 2017**

Members Present:

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

Member Absent:

None

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
Linda Crosland, Librarian
Shelley Goodwin, City Secretary

Commission Chairs Present:

David Krawczynski, Chair, Wildlife Management Advisory Commission

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 6:00 p.m. on Wednesday, December 6, 2017, in the City Council Chambers of the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas 78266.

2. Pledge of Allegiance

Adrien de Barros Conti, Boy Scout Troop # 343 joined Mayor Thompson with leading the Pledge of Allegiance.

3. City/Employee Recognitions

Nancy Cain, City Administrator, stated she received an email this month thanking the following:

- Duane Scognio, Water Department, for his assistance with a resident's water issue.

She announced the Employee/Volunteer Christmas party will be held on December 15th at 11:00 a.m.

Mayor Thompson spoke on the following:

- He met with the auditors and they had some really nice compliments about Karen Ford, HR/Finance.
- He was informed that Sheila and Judd Earley have been selected to receive the Unsung Hero Award on December 13 at 4 p.m. at Seekatz Opera House in New Braunfels.
- He stated the Garden Ridge community has lost Sam Stocks, who did so much for the City through his volunteering and donations. Mayor Thompson provided the information about the viewing and the memorial service and asked for a moment of silence for the remembering of Sam.

4. Citizen's Participation – Limited to (30) minutes

Martha Stipp, 21007 Cedar Branch, spoke regarding the Wildlife Management Advisory Commission survey.

Shelby Trial, 21657 Forest Waters Circle, spoke regarding Ordinance 53-Alarm Permitting.

Robin Baldwin, 20408 Wahl Lane, spoke regarding Ordinance 53-Alarm Permitting.

Mayor Thompson reviewed the rules of the Texas Open Meetings Act and Texas Government Code §551.042.

5. Question/Answer Session with William Lockett, P.E., TxDOT Area Engineer – San Antonio District (30 minute session)

Will Lockett, TxDOT Area Engineer-San Antonio District, reviewed and answered the 16 questions the City collected from residents. He stated he will look into traffic studies on state roads in Garden Ridge in the future. He reviewed the widening project proposed for F.M. 2252. He also discussed the process of how projects were chosen and funding for the projects.

Robin Baldwin, 20408 Wahl Lane, expressed the need for a traffic light at the Trophy Oaks subdivision and the speed on F.M. 3009.

Shelby Trial, 21657 Forest Waters Circle, inquired to shoulders on F.M. 3009 outside the City limits, possibility of a truck weigh station near the Vulcan Quarry, and possibility of the use of quiet pavement within the City limits. He inquired to the start and completion date of the widening of F.M. 2252.

Dr. Jim Miller, 9910 Marie Meadow, asked about the responsibility of right-of-way easements.

Martha Stipp, 21007 Cedar Branch, expressed concern about the speed limit on F.M. 2252 and the need for a traffic study on Bat Cave Road.

Will Lockett provided his email address (will.lockett@txdot.gov) and asked anyone to email him if they had a concern or question regarding state roads or projects.

Mayor Thompson expressed his concern and encouraged TxDOT to conduct some studies and work on the shoulders on F.M. 3009.

Will Lockett stated when residents email questions and concerns, it helps with the process and can help with getting a study started.

Mayor Thompson thanked Will Lockett for coming and asked that he stay in contact with the City on any City related items.

6. Consent Agenda

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a) Approval of Minutes:

- i. October 23, 2017 City Council and Planning and Zoning Commission Special Meeting**
- ii. November 1, 2017 City Council Regular Meeting**

b) Financial Statement and Investment Report –October 31, 2017

Motion: A motion was made by Councilmember Lantzy, seconded by Councilmember Erickson, to approve the Consent Agenda items 6. a) and b). The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

7. Business Items

The following items are for discussion, consideration and action.

a) Action on items pulled from the Consent Agenda

No Consent Agenda items were pulled.

b) Staff Reports:

- i. City Administrator Monthly Activity Report**
 - Community Center usage and financial report**
 - Building Permits issued to date for residential, commercial and minor Construction projects**
 - City Council Idea/Suggestions**
 - Communication efforts**
 - Citizen Concern/Input**
 - Upcoming events**

Nancy Cain, City Administrator, stated the agenda packet contained her activity report.

ii. Police Department Monthly Activity Report

- **Traffic Enforcement**
- **Criminal activity within city**
- **Code Compliance Enforcement**

The City Council discussed adding the tracking of Ordinance 53 to the Monthly Activity Report and requested that the report reflects the Alarm Calls and False Alarm Calls each month.

Mayor Thompson reminded residents of the following:

- Refuse to be a Victim class on Saturday, December 9, 2017 from 10 a.m.-2:20 p.m. in the Council Chambers and stated lunch will be provided.
- CRASE class on January 6, 2018.
- Coffee with a Cop on the 2nd and 4th Wednesday of the month at First United Bank at 9:00 a.m.
- Coffee with a Cop will be at Sodalis Assisted Living on December 14, 2017.

He also thanked the Police Department for the security service they provided at the Annual Tree Lighting Celebration. It was understated, professional and much appreciated.

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**

Steven Steinmetz, Public Works Director, stated while he was walking Paul Davis Park getting ready for the Trail Clean Up, he noticed two oak trees that did not look healthy, so he collected leaves and samples from the trees and sent them in for testing for oak wilt. He stated the tests came back positive. He provided council with a maps of the tree locations and the recommended area for trenching and treating. He stated he has requested bids from two companies.

Mayor Thompson stated this is the third area within the City of Garden Ridge that has tested positive for oak wilt. He encouraged residents to do their part in prevention of the disease and to spray wounds and clean their equipment after cutting trees. He further stated the city will redouble efforts to educate residents on oak wilt.

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 (current Watering Stage)**

Royce Goddard, Water Manager, stated his report is in the City Council packet.

v. Library Monthly Activity Report

- **Upcoming events**

Linda Crosland, Librarian, stated she wanted to acknowledge that Sam Stocks supported the library for many years, most notably providing the Library with the Wall Street Journal. She

informed council of the passing of long time volunteer Karen Bishop, who had served the Library for 20 years Ms. Crosland also reviewed the upcoming Library events.

c) City Engineer Projects Status Reports:

i. CIP Project for 2013

2013 CIP Project - the chip seal work on Blazing Star does not meet quality standards, and the next step to correct the work is to send a letter regarding the issue for mediation in order to get the work done properly and up to quality standards.

ii. CIP Project for 2015

a. Phase I

b. Phase II

c. Trinity Wells #9 and #10 Project

d. Waterline extension project to Winco/Naco Loop

i. Water and Wastewater Pipeline Easement Agreement with Sutton Producing Corp.

iii. Sewer System (FM 2252)

Dan Mummart, P.E., Trihydro, City Engineers, reviewed the City Engineer report and PowerPoint (attached). He updated the City Council on the following projects:

- 2015 CIP Street and Drainage Project – the testing of the core samples taken of the pavement have come back as inefficient in quality.
- Trinity Wells #9 and #10 Project – stall is the block material for the building; completion is still scheduled for the end of February.
- Waterline extension project to Winco/Naco Loop-stated Sutton Producing Corp. originally wanted a water tap in exchange for easement but now wants a sewer tap as well, water impact fee and sewer impact fee.

The City Council discussed sending a letter to the contractor letting them know about the test results and copying the warranty/bond company as well. They also discussed the process for notifying the contractor about the insufficient quality of work.

Mayor Thompson stated he feels Qro Mex needs to be put on notice about the quality of work. He stated he also feels more testing of materials should be done. He also stated he believes the Easement Agreement should be postponed and an executive session should be held to discuss negotiations as well as the CIP Project at the January 3, 2018 meeting.

Dan Mummart, P.E., Trihydro, City Engineers, reviewed the F.M. 2252 Update and stated he will provide the latest cost estimate figures at the January 3, 2018 meeting.

d) Impact of Vulcan Quarry at F.M. 3009 and Hwy. 46 (Arvidson)

- i. Consider approval of letter expressing the concern of the impact that Vulcan Quarry at F.M. 3009 and Hwy 46 will have on the City of Garden Ridge.**
- ii. Consider approval of Resolution 426-122017 expressing concern with impact of the development of Vulcan Quarry on F.M. 3009 and Hwy. 46; including a letter of concern signed by Mayor and the City Council.**

Mayor Thompson stated he felt the letter in the Agenda Packet was too long, so the letter provided to the City Council by email was rewritten as a cover letter to be sent with the Resolution.

The City Council discussed the letter and Resolution 426 and recommended adding “deeply” before concerned in the first sentence of the fourth paragraph.

Motion: A motion was made by Councilmember McCaw, seconded by Councilmember Lantzy, to approve the letter and Resolution 426-122017, adding the word “deeply” before the word “concerned” in the first sentence of the fourth paragraph of the resolution. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

The City Council agreed by consensus to send the letter and Resolution to the following:

Governor Greg Abbott
Congressman Lamar Smith
State Senator Donna Campbell
State Representative Kyle Biedermann
Comal County Commissioners Court
Mayors of surrounding cities
TCEQ Commission
CISD Superintendent Andrew Kim
CISD Board Trustee President Cody Mueller

Additionally, each letter will be cc'd to: Local Media Stations and Newspapers and the resolution will be posted on the city website.

- e) **Consider approval of amendments to Ordinance 53 establishing additional measures for regulating Alarm Systems and Permit Applications; providing for penalties for non-compliance; providing that this Ordinance shall be cumulative of all ordinances; providing a severability clause; providing a savings clause; and providing an effective date.**

Mayor Thompson stated he is removing Ordinance 53 from the agenda to allow everyone enough time to review. He stated he has been away and has concerns and questions that need to be addressed before presenting the Ordinance to Council. Once those concerns and issues have been worked out, Ordinance 53 will be placed back on the agenda.

- f) **Consider approval of Ordinance 208-122017 establishing Municipal Court of Record; abolishing the Municipal Court not of record; conferring specific jurisdiction on the court; providing for procedures for appointment of Judges and Clerks; providing for court reporting; providing a cumulative & conflicts clause, providing for a severability clause; and providing for an effective date.**

- i. **Municipal Court Judge selection process update.**

Mayor Thompson stated Ordinance 208 will establish the Garden Ridge Municipal Court as a Court of Record. He stated this will allow appealed cases to be sent to the County Court-at-Law. It changes a few of the procedures of the court recording court sessions, holding the recordings

for 20 days, and hiring a stenographer to transcribe any case that is appealed. He reminded Council a “Pros and Cons” analysis was provided to Council in their package.

Motion: A motion was made by Councilmember McCaw, seconded by Councilmember Arvidson, to approve Ordinance 208 with amendment to change City Manager to City Administrator. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

Mayor Thompson stated the Municipal Court Judge hiring board of four has been selected and has been reviewing applicants. He stated the top three applicants will be ranked, interviewed, and a recommendation to appoint a Municipal Court Judge and Alternate Municipal Court Judge will come to City Council in January. He stated there could also be a discussion on appointing a Court Prosecutor in January.

- g) Planning and Zoning Commission Recommendations and Possible Action:**
 - i. Amending the Sign Ordinance 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.**
 - a. Receive recommendation and consider approval of amendments.**

Nancy Cain, City Administrator, stated the Planning and Zoning Commission received a request to consider amending Ordinance 55 to allow for yard signs in the community. The Planning and Zoning Commission reviewed the ordinance and recommended amending Ordinance 55 by removing D. under the definition of Portable sign and Section 8. F. adding a provision for other accredited public or private schools.

The City Council reviewed Ordinance 55 and the recommendations from the Planning and Zoning Commission. They also discussed a timeline be set on the signs and number of signs allowed in the yard.

Cynthia Trevino, City Attorney, the Ordinance currently allows up to two (2) signs.

Motion: A motion was made by Councilmember Lantzy, seconded by Councilmember Bower, to disapprove the recommendation of Planning and Zoning Commission amending Ordinance 55. The motion failed with the following roll call vote:

Mayor Pro-Tem John McCaw	Nay
Councilmember Todd Arvidson	Nay
Councilmember Kay Bower	Aye
Councilmember Robb Erickson	Nay
Councilmember Bryan Lantzy	Aye

The City Council discussed putting a 30 day timeframe on the restriction of yard signs and the ability to enforce a timeframe.

Motion: A motion was made by Councilmember Lantzy, seconded by Councilmember McCaw, to approve the recommendation of Planning and Zoning Commission amending Ordinance 55 and adding a 30 day timeframe for the signs related to health, welfare and safety of the community. The motion passed with the following roll call vote:

Mayor Pro-Tem John McCaw	Aye
Councilmember Todd Arvidson	Aye
Councilmember Kay Bower	Aye
Councilmember Robb Erickson	Nay
Councilmember Bryan Lantzy	Nay

h) Quarry Commission Recommendations and Possible Action:

No report.

i) Water Commission recommendations and Possible Action:

No report.

j) Wildlife Management Advisory Commission:

i. Receive monthly activity update.

ii. Receive a recommendation on the 2017 Survey process

David Krawczynski, Chair, reported the Wildlife Management Advisory Commission discussed the following:

- Distribution of survey
- Quantity distributed per household.
- Collection of survey
- Process for counting returned surveys
- Timeframe for distributing and collecting survey
- Advertising survey
- Adding YouTube educational video link to survey

He stated the Commission recommends to the City Council that surveys be numbered, two surveys be mailed to City residents in a separate mailing from utility bills, if resident chooses to take survey online then they will be required to use the number on the paper survey, if survey is doubled then electronic one will be thrown out, if two paper surveys are submitted with duplicate numbers then all surveys with that number will be thrown out, and individuals who work the City elections are to be used for counting survey results and counting to be viewed by public. He stated they also felt that advertising should be done in the Grapevine, social media and website and the link to the educational video should be provided on the survey.

Nancy Cain, City Administrator, reported instructions will be included with the survey and the tabulation of the surveys will be done in a public forum.

Cynthia Segovia, Vice Chair, stated the surveys would be sent out on January 15, 2018 and deadline for returning completed surveys will be February 5, 2018 with the possible tabulation occurring on February 15, 2018.

The City Council discussed the quantity sent to each home, paper vs. online vs. both options, integrity of tabulation and distribution, and timeframe. They also discussed adding the date, time and place of the tabulation to the survey.

Mayor Thompson reiterated Mayor Pro Tem McCaw's statement that it is a survey and not a referendum and should not be considered one.

Motion: A motion was made by Councilmember Lantzy, seconded by Councilmember Erickson, to approve the recommendation of the Wildlife Management Advisory Commission for the process of distributing and tabulating the survey. The motion carried unanimously with the following roll call vote:

Mayor Pro-Tem John McCaw	Aye
Councilmember Todd Arvidson	Aye
Councilmember Kay Bower	Aye
Councilmember Robb Erickson	Aye
Councilmember Bryan Lantzy	Aye

k) Garden Ridge Parks Committee:

i. Upcoming activities

Shelby Trial, Parks Committee Chair, thanked everyone for another successful Christmas Tree Lighting Celebration. He gave a special thank you to Garden Ridge Elementary School, Garrett Brown and Lauryn Turley, and our long-time resident, Mrs. Pat Phillips for turning on the three Christmas Trees.; He also thanked City Staff, North Park Audi, RBFCU, RBFCU Realty, Total Lawn Care, Nothing Bundt Cakes, Kay and Jim Bower, Main Event, Moon Mippy Stationery, Wild Birds Unlimited and the Parks Committee.

Mr. Trial stated the roll out of our "*Give Them a Christmas*" campaign of offering Garden Ridge Christmas ornaments for a suggested donation of \$10 to provide gifts for the children impacted by Hurricane Harvey in the Rockport/Fulton area was unveiled at the Christmas Tree Lighting.

He also reported the Trail Clean Up was a success and he thanked the Boy Scouts and everyone else who came out to help. He stated the next possible activity will be a Chili Cook Off in the Spring in Paul Davis Park.

l) Volunteer Garden Ridge!

a. Upcoming activities

Shelby Trial, Coordinator, stated 76 volunteers showed up to help with the Trail Clean Up and 3 residents signed up to *Volunteer Garden Ridge!*

He stated one of the Parks Committee members is a Master Gardener and in the Comal Master Gardener Club and she has volunteered to do a presentation at the Comal Master Gardener Club requesting their help with the Library garden.

m) City Administration Project Updates:

i. Water and Wastewater Rate Analysis Study

Nancy Cain, City Administrator, stated the City is gathering information for Water and Wastewater rates so an analysis study can be conducted.

ii. Website Facelift

Nancy Cain, City Administrator, stated the website facelift has been completed and is now live. She stated there might still be some glitches, so if you find one, please let us know.

n) City Council Discussions/Project Updates:

i. Mayor's communication efforts

Mayor Thompson stated CPS held a Roadshow in Garden Ridge last week and did not notify the city until a few days before the event; therefore the City did not have a chance to promote this educational event for our citizens. He stated it was too late for CPS to cancel or postpone so he has arranged for CPS to have a mini-roadshow in the Council Chambers on January 11, 2018 from 5:30p.m.-7:30p.m.

ii. 2018 City Council Meetings

Nancy Cain, City Administrator, stated the July City Council Regular Meeting in 2018 falls on July 4th so she recommended City Council hold the July Meeting on Thursday, July 5, 2018. She also reported that the City Council will be receiving the FY 2019 Budget Meeting Schedule in January. She stated the January 2018 City Council Package process will have accelerated dates, due to the holidays, but the deadline dates can be located on the Rolling Agenda.

Mayor Thompson stated last year setting the Budget Meeting Schedule was extremely difficult and there were times that if one Councilmember who committed to attend a meeting did not show up, it would have caused that meeting to be cancelled. He stated to eliminate this issue; he has requested the FY 2019 Budget Meeting Schedule be provided in January to give Council ample opportunity to plan around the mandatory meetings.

The City Council agreed by consensus to move the July City Council Regular Meeting to Thursday, July 5, 2018.

iii. Well site beautification (Bower)

Councilmember Bower stated she has nothing to report at this time and requested the item be deferred from the January Agenda to the February Agenda.

iv. Future Agenda Items

- Ordinance 53-Alarm Permit
- Mail theft and other mail related issues (Arvidson)
- Trash issues along Bat Cave Road (Arvidson)

7. Citizen's Participation – Limited to twenty (20) minutes

Ken Kneupper, 8891 Schoenthal Rd. stated the Christmas Tree Lighting was a success. He also stated he was selected by the Wildlife Management Advisory Commission to do a YouTube video on instructions for the Wildlife Survey.

Milann Guelian, 30954 F.M. 3009, thanked the City Council for their help with awareness of potential issues with Vulcan Quarry.

Chris Hoffman, 30323 F.M. 3009, thanked the City Council for their help with awareness of potential issues with Vulcan Quarry. He also stated it was a delight to work with the City Council.

Dr. Jim Miller, 9910 Marie Meadow, stated the Planning and Zoning Commission felt Ordinance 55 would be an easy fix by deleting D and they did discuss a timeframe, but felt it would be difficult to enforce. He stated this is the second case of oak wilt in a year and inquired to a vaccine for trees.

Martha Stipp, 21007 Cedar Branch, spoke regarding the trapping and netting of the deer that occurred last year. She encouraged the City Council to use the dart method instead of nets.

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:

Alamo Area Metropolitan Planning Organization (“AAMPO”)

Boy Scouts and/or Girl Scouts

City Commissions (Planning and Zoning, Quarry, Water, and Wildlife Management)

Comal ISD/Garden Ridge Elementary

Counties (Bexar, Comal and Guadalupe)

Garden Ridge Lions Club

Garden Ridge Police Academy Alumni Association/Citizen Patrol

Greater Bexar County Council of Cities

Joint Base Land Use Study-Randolph

Northeast Partnership

Councilmember McCaw stated he provided a report in the City Council packet, but also reported he attended the Comal County Jail Groundbreaking on November 29, 2017.

Councilmember Lantzy wished everyone a Merry Christmas.

Councilmember Bower thanked the Garden Ridge Elementary School 4th graders for singing last night at the Tree Lighting. She also thanked Kathy Trial for her hard work and dedication to the City.

Mayor Thompson wished everyone a Merry Christmas. He asked everyone to enjoy the holidays and to be safe.

9. Adjournment

There being no further business, the Wednesday, December 6, 2017, Garden Ridge City Council regular meeting was adjourned at 10:01 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 DECEMBER 6, 2017

Rules for Citizen's Participation:

The City Council welcomes citizen participation and comments at all of their Meetings. The City Council offers citizens the opportunity to address them by signing up to speak prior to the meeting. As a courtesy to your fellow citizens and out of respect for our elected officials, we request that if you speak, you follow these guidelines:

- a) Respect and courtesy:
 - i. Direct your comments to the entire City Council, not to an individual member, nor to the audience.
 - ii. Show the City Council the same respect that you would like to be shown.
 - iii. Show the City Council courtesy by ending your speaking at the time allotted below.
- b) Speaking:
 - i. First citizen comment period
 - a. You are required to sign up to speak.
 - b. You are limited to three (3) minutes per citizen.
 - ii. Business item period
 - a. You are required to sign up to speak.
 - b. You are limited to three (3) minutes per citizen.
 - iii. Second citizen comment period
 - a. You are not required to sign up.
 - b. You are limited to two (2) minutes per citizen.
 - iv. State your name and address before your comments begin.
 - v. Citizens are only allowed to speak once, unless also speaking during a posted Public Hearing.

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

NAME

ADDRESS

1.	Martha Stipp	21007 Cedar Branch
2.	SAELBY TRIAL	21657 FOREST WATERS CIRCLE
3.	Robin Baldwin	20408 Wahl Lane
4.		
5.		
6.		

LAST ITEM



SAVE THE DATE!

WE WILL SOON BE IN YOUR NEIGHBORHOOD TO SHARE INFORMATION ON A VARIETY OF PROGRAMS FROM CPS ENERGY. SEE BELOW FOR DETAILS.

¡RESERVE LA FECHA!

ESTAREMOS EN SU VECINDARIO PARA COMPARTIR INFORMACIÓN SOBRE UNA VARIEDAD DE PROGRAMAS DE CPS ENERGY. VEA MÁS ABAJO PARA MÁS DETALLES.

SMART GRID INITIATIVE

Benefits: View your energy use, automatic outage reporting, quicker response for power restoration, increased customer privacy.

Beneficios: Vea la energía que está consumiendo, reporte automático de apagones, tiempo de respuesta más rápido para restaurar la luz, más privacidad para clientes.

REBATE PROGRAMS

Checkout energy efficiency rebates and sign-up for free Home Energy Assessments.

Compruebe los descuentos de eficiencia energética y regístrese gratis en las Evaluaciones de Energía Doméstica.

CUSTOMER SERVICE

Energy Advisors will be available to answer billing questions.

Representantes estarán disponible para responder a las preguntas sobre su cobro.

POWER QUALITY & RELIABILITY

Find out how we can help with flickering lights, surge protectors and frequent power outages.

Infórmese cómo podemos ayudarle con luces parpadeantes, protectores de sobretensión y cortes de energía frecuentes.

PUBLIC SAFETY AND EDUCATION

Learn how to be safe around electricity and natural gas.

Aprenda como estar seguro alrededor de la electricidad y el gas natural.

CUSTOMER ASSISTANCE PROGRAMS

Learn about programs such as Casa Verde, Affordability Discount program, Budget Payment Plan, and more.

Aprenda sobre programas como Casa Verde, programa de descuento, plan de pago, y mas.

MY THERMOSTAT REWARDS

Information on participating and earning an incentive from our energy saving programs.

Información sobre cómo participar y ganar un incentivo de nuestros programas de ahorro de energía.

**FOOD & PRIZES!
BRING A FRIEND.**

.....

THURSDAY, JANUARY 11
GARDEN RIDGE-CITY HALL
9400 MUNICIPAL PKWY, GARDEN RIDGE, TX
5:30PM-7:30PM

**AREA RESIDENTS ARE ENCOURAGED TO STOP BY AND VISIT AT THEIR LEISURE
AS THERE IS NO FORMAL PRESENTATION.**

CITY OF GARDEN RIDGE
MONTHLY ACCOUNT BALANCES & INTEREST RATES
PERIOD ENDED AS OF 11/30/2017

CITY FUNDS	BALANCE	CURRENT INTEREST RATE
GF OPERATING ACCOUNT	\$ 116,612.57	0.0000%
GF MONEY MARKET	201,923.48	0.1500%
TEXPOOL INVESTMENTS	1,368,638.19	1.0506%
ASSET/FORFEITURE - STATE	97.74	0.0800%
ASSET/FORFEITURE - FED	108,098.22	0.1500%
2009 REFI	64,041.33	0.1000%
2009 I&S	45,238.28	0.0500%
2012 REFI	142,316.90	0.1500%
2012 I&S	46,778.53	0.0500%
2015 I&S	9,142.03	0.0500%
2012 CIP PROJECT	29,898.35	0.0500%
2015 CIP PROJECT	15,430.43	0.1000%
STREET IMPACT FEES	6,873.59	0.0500%
CONSTRUCTION BOND	313,478.79	0.1500%
TEXPOOL 2015 CIP PROJECT	2,055,608.16	1.0506%
TEXPOOL STREET IMPROV	31,545.59	1.0506%
PEG CAPITAL FEES	100,104.72	0.0000%
TOTAL CITY FUNDS	\$ 4,655,826.90	
AVERAGE INTEREST RATES - CITY		0.2855%

WATER FUNDS	BALANCE	CURRENT INTEREST RATE
WATER IMPACT FEES	\$ 6,218.03	0.0500%
TEXPOOL WATER INVEST	1,106,248.22	1.0506%
TEXPOOL IMPACT FEES	1,643.18	1.0506%
TEXPOOL WATER RIGHTS	4,964.19	1.0506%
WATER SURCHARGE	144,888.15	0.1500%
OPERATING ACCOUNT	339,542.78	0.1500%
TOTAL WATER FUNDS	\$ 1,603,504.55	
AVERAGE INTEREST RATES - WATER		0.5836%

TOTAL ALL ACCOUNTS	\$ 6,259,331.45	
AVERAGE INTEREST RATES - ALL ACCOUNTS		0.3706%

CITY OF GARDEN RIDGE
CASH & INVESTMENTS STATEMENT
PERIOD ENDED AS OF 11/30/2017

GENERAL FUND	BALANCE
GF Operational Checking	\$ 116,612.57
GF Money Market	201,923.48
TexPool Investments	1,368,638.19
TOTAL General Fund Reserves	\$ 1,687,174.24

WATER FUND	BALANCE
Operational Checking	\$ 339,542.78
TexPool Water Invest	1,106,248.22
TOTAL Water Company Reserves	\$ 1,445,791.00

CITY OF GARDEN RIDGE
 STATEMENT OF ACTIVITIES
 CURRENT AND YEAR TO DATE AS OF 11/30/2017

GENERAL FUND	Nov-17	YTD	FY 2018 BUDGET	% OF BUDGET	BUDGET BALANCE
REVENUES	\$ 195,556.67	\$ 256,043.88	\$ 2,743,927.00	9.3%	\$ 2,487,883.12
EXPENDITURES					
ADMINISTRATION	41,359.86	84,743.96	808,209.00	10.5%	723,465.04
COURT	4,570.39	14,535.01	78,917.00	18.4%	64,381.99
POLICE	85,079.95	214,942.49	1,239,844.00	17.3%	1,024,901.51
PUBLIC FACILITIES	29,000.44	64,096.85	469,251.00	13.7%	405,154.15
COMMUNITY CENTER	3,552.32	7,354.20	61,900.00	11.9%	54,545.80
LIBRARY	3,822.70	12,054.78	85,806.00	14.0%	73,751.22
TOTAL EXPENDITURES	167,385.66	397,727.29	2,743,927.00	14.5%	2,346,199.71
NET POSITION	\$ 28,171.01	\$ (141,683.41)	\$ -		\$ 141,683.41

WATER FUND	Nov-17	YTD	FY 2018 BUDGET	% OF BUDGET	BUDGET BALANCE
REVENUES	\$ 117,256.90	\$ 244,512.99	\$ 1,621,200.00	15.1%	\$ 1,376,687.01
EXPENDITURES	56,487.90	142,401.49	1,664,011.00	8.6%	1,521,609.51
NET POSITION	\$ 60,769.00	\$ 102,111.50	\$ (42,811.00)		\$ (144,922.50)

CITY OF GARDEN RIDGE
STATEMENT OF ACTIVITIES - COMMUNITY CENTER
PERIOD ENDED AS OF 11/30/2017
PRE-AUDIT

REVENUES	YTD
RENTALS	\$ 5,100.00
DEPOSITS	4,400.00
DEPOSITS REFUNDED	(2,200.00)
DONATIONS	-
TOTAL REVENUES	<u>7,300.00</u>
 EXPENDITURES	
MANAGER FEES	2,842.50
TELEPHONE	94.00
UTILITIES	889.39
MAINTENANCE	720.99
SUPPLIES	37.32
CLEANING	570.00
EQUIPMENT	.
MARKETING	-
DONATION EXPENDITURES	-
FACILITY ENHANCEMENTS	-
TOTAL EXPENDITURES	<u>5,154.20</u>
 NET POSITION	<u><u>\$ 2,145.80</u></u>

GARDEN RIDGE COMMUNITY CENTER MONTHLY REPORT

November 21st 2017 thru December 20th, 2017

Events for Month	Number of Events	Electronics Used	Extended Hours Contracts	City Staff Setup/Breakdown for Event
Weddings/Receptions	1			
Parties	6	3		
Fund Raising	0			
Shows/Trade Shows	0			
Business Meetings	0			
Memorial Services	0			
Garden Ridge Women's Club	0			
City Sponsored	1	1		
Lions Club	1	1		
Other: Election Day	0			

Fiscal Year 2017-2018	Month	Year to Date
Events	9	23
Days Used	13	31
Cancelled	0	0
New Events Booked	7	18
No Charge Events	3	10
Rental Inquiries	27	69
Facility Showings	12	33
Past Fiscal Years	Events	Days Used
2016-2017	71	231
2015-2016	74	248
2014-2015	81	261
2013-2014	77	258
2012-2013	73	252
2011-2012	76	257
2010-2011	72	241
2009-2010	65	208
2008-2009	67	199

Facility Maintenance Performed During Month:
Outside Christmas Trees Area

Facility Marketing Efforts for the Month:
Redid Flyers

Community Center Challenges/Issues:

Squirrels may be nesting in different areas ?

CITY OF GARDEN RIDGE BUILDING REPORT

11/21/2017 THRU 12/20/2017

MAJOR PERMITS

Permit #	Address	Builder	Sq Ft.	Value \$	Permit Fees
1283 -17	20899 Misty Arbor	Chesmar Homes	4365	\$ 567,450.00	\$ 3,569.00
1288 -17	20011 Buckhead	Pencsak Builders	6615	\$ 859,950.00	\$ 4,919.00
		TOTAL	10,980	\$ 1,427,400.00	\$ 8,488.00

MINOR PERMITS

Permit #	Address	Builder	Project	Permit Fees
1282 -17	9015 Tuscan Hills	Before & After Remodeling	Remodel	\$ 100.00
1284 -17	9226 Schoenthal Rd.	Pecos Fence	Fence	\$ 125.00
1285 -17	8508 Verano Dr.	Acuna Electric	Spa / Minor Electric	\$ 225.00
1286 -17	9339 Blazing Star Tr.	J.A.S. Remodeling	Remodel	\$ 708.00
1287 -17	20802 Woodland Cove	Vision Design Build	Remodel	\$ 225.00
1289 -17	8203 Wild Wind Park	Oldmar Fence	Fence	\$ 125.00
1290 -17	21910 Paseo Cove	Keith Zars Pools	Pool, Deck	\$ 542.36
1291 -17	19243 FM 2252	Friesenhahn & Marbach	Minor Electric	\$ 125.00
1292 -17	9011 Tuscan Hills	Electrical/NowEnergy LLC	Minor Electric	\$ 125.00
1293 -17	8301 Eskimo Forest	Chesmar Homes	Fence	\$ 125.00
		TOTAL		\$ 2,425.36

TOTAL MAJOR FEES FOR THE MONTH	\$ 8,488.00
TOTAL MINOR FEES FOR THE MONTH	\$ 2,425.36
TOTAL	\$ 10,913.36

Fiscal Year 2018

TOTAL MAJOR PROJECTS VALUE	\$ 3,527,992.00
TOTAL MAJOR PROJECTS SQ FT.	29,462
TOTAL MAJOR PERMIT FEES	\$ 23,508.00
TOTAL MINOR PERMIT FEES	\$ 10,080.47
TOTAL ALL PERMIT FEES FOR THE FISCAL YEAR	\$ 33,588.47

Council Ideas/Suggestions List by Category

Updated: December 15, 2017

Ongoing items

Items	Status	Completed Council Approval
1. Personnel Policy (Mayor Knaus) Incentive Pay (Mayor 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 Staff continues work on a draft policy for City Council consideration Draft Policy completed Mayor and Department Heads in process of reviewing document prior to submission to City Council	
2. Electronic Water Billing (Mayor 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 Electronic utility billing being researched for implementation during 2018 Fiscal Year	Software upgrade completed for online utility and court payments
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	New A/C installed, inside doors replaced with windows, interior door frames and doors painted

	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 Rate structure for Community Center and presence on the City's webpage are being worked on Additional renovations to the Community Center being discussed and evaluated	
4. Rental Agreement and Pricing Structures (Mayor Thompson)	Proposed changes to the Community Center Rental Agreement related to event security being discussed and prepared Pricing structure for the Center is in the process of being reviewed for future adjustment	
5. Update Ordinances (Mayor Thompson)	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 A revised Animal Control Ordinance is being worked by staff for consideration by City Council City Attorney's office preparing for the rewrite of the City's Zoning and Subdivision ordinances upon adoption of the Land Use Master Plan City Staff and City Attorney awaiting the Master Land Use Plan and Ordinance Diagnostic Report which is expected to be delivered by the end of November 2017 To receive the Master Land Use Plan Ordinance	

	Diagnostic Report by the end of December	
6. Video stream Council meetings (Mayor 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 Video streaming of Council meetings will be studied during the fiscal year Mayor and City Staff researching process and equipment for video streaming Council and Commission meetings	
7. Videos for website (Mayor Thompson)	Maybe prepared by GRES or students to increase civic involvement Volunteer Garden Ridge! Coordinator Shelby Trial has been filming videos that have been placed on City Website and NextDoor. City Secretary Goodwin is working on a YouTube channel for the City The City's YouTube channel is up and videos have been posted to it	
8. Coffee with Mayor and Council (Mayor Thompson)	Discuss at future Council meeting and determine dates Mayor Thompson began conducting Coffee with the Mayor the first Monday in July	
9. Quarterly Issues Town Hall Meeting (Councilman Lantzy)	Determine dates for Meetings	

Pending	Status	Completed Council Approval
1. Annual or semi-annual inspection of buildings and other City facilities (Mayor Thompson)	To be implemented semi-annually	Implemented Monthly
2. Disaster recovery plan for City (Mayor Thompson)	Discuss at future Council meeting to determine the scope of recovery plan To be incorporated into the Emergency Management Plan for the City	
3. Disaster recovery plan for Water Department (Mayor Thompson)	Discuss at future Council meeting to determine the scope of recovery plan To be incorporated into the Emergency Management Plan for the City	
4. Business outreach by Council – walk businesses (Mayor Thompson)	Discuss at future Council meeting	

City Administrator

From: City Administrator
Sent: Tuesday, December 19, 2017 10:41 AM
To: 'jim.fraser@ci.garden-ridge.tx.us'
Subject: Citizen Concern/Input Form

Mr. Fraser,

Thank you for submitting a Citizen Concern/Input Form. CPSEnergy is responsible for removal of the brush. I have been advised by CPSEnergy that the brush is to be picked up in 1 to 2 weeks. I am going to forward your address information onto CPSEnergy to make sure that your address is not overlooked. If the brush is not picked up in the aforementioned time frame please let me know. Please feel free to contact me with any questions you may have.

Thanks,
Nancy Cain
City Administrator
City of Garden Ridge
administrator@ci.garden-ridge.tx.us
210-651-6632

City Administrator

From: Citizen Concern/Input Form <do_not_reply@civicplus.com>
Sent: Tuesday, December 19, 2017 10:26 AM
To: City Administrator
Subject: New request received
Attachments: ATT00001.bin

Category Citizen Concern/Input Form has received a new request.

Here is what we have on file:

Citizen Concern/Input Form

#124

SUBMITTER

Category: Citizen Concern/Input Form
Priority: 3
Assigned To: Cain Nancy
Submitted: 12/19/2017 10:26 AM
Source: Website 70.123.228.58

[View Request](#)

CONTACT

REQUEST DETAILS

Description

Should a problem require urgent attention, please call us immediately. For a police emergency, dial 911. Otherwise, call (210)651-6632 during regular business hours or for after hours, holidays or weekends call (210)651-6831.

Got a problem or suggestion?

Help us help you -- use this "Citizen Concern/Input Form"

Fill it in -- Send it in

We will do the rest!

If you are wanting to make a Citizen Quarry Blast Impact Report, see Citizen Blast Report. This form is under the Quick Links on the "home page" of the website.

Contact Information

Your Name

Jim Fraser

Your Address

9328 Garden Ridge Drive

Please answer the question

Email Address

~~Jim.Fraser@jimfraser.com~~

Location of Problem

9328 Garden Ridge Dr

Street Lights

Brief Description (or other problem not listed)

Brush leftover from CPS cutting away from power lines. Is CPS or their contractor

going to pick up the brush? Is the city? If not where can it be taken? Thanks.
Jim

City Administrator

From: City Administrator
Sent: Tuesday, December 19, 2017 10:44 AM
To: 'Rodriguez, Lynda C.'
Subject: FW: New request received
Attachments: ATT00001.bin

Lynda,

Please see the Citizen Concern/Input Form below that I received from a Garden Ridge resident. Please keep me up on the status of the pickup of brush by CPSEnergy from the recent snow storm event.

Thanks,
Nancy Cain
City Administrator
City of Garden Ridge
administrator@ci.garden-ridge.tx.us
210-651-6632

From: Citizen Concern/Input Form [mailto:do_not_reply@civicplus.com]
Sent: Tuesday, December 19, 2017 10:26 AM
To: City Administrator
Subject: New request received

Category Citizen Concern/Input Form has received a new request.

Here is what we have on file:

Citizen Concern/Input Form

#124

SUBMITTER

Category: Citizen Concern/Input Form
Priority: 3
Assigned To: Cain Nancy
Submitted: 12/19/2017 10:26 AM
Source: Website 70.123.228.58

[View Request](#)

CONTACT

REQUEST DETAILS

Description

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Fill it in -- Send it in
We will do the rest!

If you are wanting to make a Citizen Quarry Blast Impact Report, see Citizen Blast Report. This form is under the Quick Links on the "home page" of the website.

Contact Information

Your Name

Jim Fraser

Your Address

9328 Garden Ridge Drive

Please answer the question

Email Address

jim.fraser@col.com

Location of Problem

9328 Garden Ridge Dr

Street Lights

Brief Description (or other problem not listed)

Brush leftover from CPS cutting away from power lines. Is CPS or their contractor going to pick up the brush? Is the city? If not where can it be taken? Thanks.

Jim

January 2018

www.ci.garden-ridge.tx.us

City Hall (210) 651-6632

Garden Ridge Police Department general information (210) 651-6441

Police emergencies/assistance - 911 or (830) 609-3921

Water, Animal Control (including after hours/holidays) (210) 651-6831

Library (210) 651-6570

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 NEW YEAR'S DAY- CITY HALL AND LIBRARY CLOSED	2 <i>2018 Pet Registrations Due</i>	3 City Council @6:00pm	4 <u>Hooks & Needles @10:30am</u> <u>Adult Coloring @1pm</u>	5 <u>Storytime @10:30am</u>	6 CRASE Class, @ City Hall 10:00am-1:30pm
7	<i>8 Coffee with the Mayor 9:30-11am @ City Hall</i> <u>Reading Dog Shiraz 3:00-5:00pm</u> Quarry Commission @6:00pm	9 Planning & Zoning Commission @6:00pm	10 <i>Coffee with a Cop 9am @ 1st United Bank</i>	11 <u>Adult Coloring @1pm</u> <u>Lego Robotics</u> <u>3:00-4:30pm or 5:30-7:00pm</u> CPS Energy Savings Roadshow Open House @ City Hall 5:30.- 7:30pm	12 <u>Storytime @10:30am</u>	13 <u>Pokemon Club 10:00am-Noon</u>
14	15 MARTIN LUTHER KING DAY—CITY HALL AND LIBRARY CLOSED <i>Wildlife Survey</i>	16 <u>Card Making Class @1:30pm</u> Wildlife MAC @ 6:00pm	17 <u>Lunch-N-Learn w/ Kanani Thompson @ Noon</u> <i>1st day to file for May 5th Election</i>	18 <u>Hooks & Needles @10:30am</u> <u>Adult Coloring @1pm</u> <u>Lego Robotics</u> <u>3:00-4:30pm or 5:30-7:00pm</u>	19 <u>Storytime @10:30am</u>	20
21	<i>22 Coffee with the Mayor 9:30-11am @ City Hall</i> <u>Book Club @ 10:30 am</u> <u>Reading Dog Shiraz 3:00-5:00pm</u>	23 Water Commission @6:00pm	24 <i>Coffee with a Cop 9am @ 1st United Bank</i>	25 <u>Adult Coloring @1pm</u> <u>Lego Robotics</u> <u>3:00-4:30pm or 5:30-7:00pm</u>	26 <u>Storytime @10:30am</u>	27 <u>Pamela Camosy, Author</u> "Healer's Heart: A Family Physician's Stories of the Heart & Art of Medicine" <u>Reading /Book Signing @2:00pm</u>
28	<i>29 Coffee with the Mayor 9:30-11am @ City Hall</i> <u>Reading Dog Shiraz 3:00-5:00pm</u>	30	31 <i>Last day to cut Oak Trees!</i>	* City meetings are in bold and are subject to change, please refer to the City website. These meetings are held @ City Hall unless noted differently. * Activities that are <u>underlined</u> will occur at the Library * City news/deadline are in <i>italics</i>		



City of Garden Ridge

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

POLICE DEPARTMENT MONTHLY BREAKDOWN

November 22nd, 2017 - December 17th, 2017

Calls for Service

Dispatched: 128 City Ordinance: 4 Total: 132 False Alarms: 14

Arrests

- *7 - Driving While License Invalid
- *3 - Active Warrants
- *1 - Possession of Controlled Substance
- *1 - Possession of Marijuana
- *1 - Violation of Occupational Drivers License

Traffic Enforcement

Crashes: 9 Citations: 88 Warnings: 114 Total: 202

Training / Certifications

- *Lt. Bellinger, Sgt. Osborn, Ofc. McMahan, Ofc. Sanchez, and Ofc. Thoemke attended Legislative Updates.
- *Ofc. Hackenberg and Ofc. McKay attended Refuse To Be A Victim®.

Recent Challenges

*When it comes to thefts, the holiday season is a time of continuing challenges for not just Garden Ridge, but the entire country. This was probably the largest holiday shipping year ever. To add even more difficulties, companies like Amazon are using plain vehicles with drivers dressed in plain clothes to deliver packages. Who's dropping off and who's stealing...it's hard to tell anymore!

Outreach Efforts

- * Thank you to everyone that helped to make Refuse To Be A Victim® a success.
- *Coffee with a Cop continues on every 2nd and 4th Wednesday of each month.
- *Civilian Response to Active Shooter Events on January 6th, 2018.

Administrative Comments

- * The 2018 Ford Explorer has arrived and is at the shop being outfitted with the emergency equipment.
- *The police department enjoyed the annual appreciation dinner that the Garden Ridge Citizens Police Academy Alumni Association hosted last month.



City of Garden Ridge

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

MONTHLY PUBLIC WORKS REPORT

Steven Steinmetz
Director

Eric Lowman
Animal Control

Stanley Georg
Brian Horn
Manuel Troncoso

Ongoing Responsibilities

- Parks maintenance
- Facilities maintenance
- Streets
- All public facilities grass and right-of-ways
- Stormwater Drainage
- Oak Wilt monitoring

Upcoming Events

Nov. 4th & 5th
Dumpster Weekend

Nov. 11th Parks
Clean Up-Trails

Nov. 11th & 12th
Dumpster Weekend

Nov. 18th & 19th
Dumpster Weekend

Nov. 23rd no trash or
recycling pickup

Nov. 25th & 26th
Dumpster Weekend

November -December 2017

Activities for the month

Streets

- Spread sand on roads and bridges on December 7, 2017.
- Trash pick-up on FM 3009, FM2252, Nacogdoches Loop and Doerr Lane.
- Trim tree branches back that were obstructing view at Teakwood/FM3009.
-

Stormwater Drainage Facility and Easement Maintenance

- Inspected 19 outfalls, 18 detention/retention ponds,.

Parks Maintenance

- Replaced faucet in the BBQ hut.

City Facility/Property Maintenance

- Re-built sidewalk between the community center and upper parking lot.
- Pressure wash pavilions at the community center.
- Mowed City Hall and the Community Center.
- Upgraded microphones and checked sound systems at City Hall and the Community Center.
- Changed out air filters at City Hall.
- Decorate City Hall.

Oak Wilt

- Oak wilt samples came back positive, contacted Robert Edmondson from the Texas A & M Forest Service to mark off a trench path with flags and fill out an Application for trench cost reimbursement through the federal government .
- Met with two contractors to get estimates for trenching and tree treatments.

Reports Submitted

- Wildlife Management Advisory Commission Report.
- Construction Storm water Inspection Report .

Education/Training for Staff

- None.

Events/Conducted Education to residents

- Set up and decorate the community center for the tree lighting event.
- Set up council chambers for Christmas party.

Future Projects or Needs

Animal Control Monthly Activities

- 20 deer carcasses were disposed of, which makes 162 for the year.
- 0 deer or wild hogs donated this month to Hunters for the Hungry, year-to-date combined totals for wild hogs and deer are 18.
- 3 live traps loaned out this month, 20 traps loaned out year-to-date.
- 381 registered/reregistered animals for the year.
- 0 nuisance complaints received.
- 1 animal reported bites.

Adoptions

- 0 dogs; 5 year-to-date.
- 0 cats; 4 year-to-date.

Returned to owners

- 2 dogs; 33 year-to-date.
- 0 cats; 3 year-to-date.

Transferred to other agencies

- 0 dogs for month; 5 year-to-date.
- 0 cats for month; 17 year-to-date.

Currently in City care

- 0 dogs; cats 23

5 cats ready



Year to Date Wildlife Report

	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug. 21- Sep. 20	Sep. 21 Oct 18	Oct.13 Nov 15	Dec	Total
Deer	9	11	9	14	18	14	14	4	13	36	20	162
Raccoons	2	3	6	4	4	14	10	8	9	18	4	82
Opossums	5	5	9	10	3	3	1	8	11	10	3	68
Skunks	12	2	0	0	3	7	12	17	7	8	2	70
Wild hogs	0	0	0	0	12	1	5	0	0	0	0	18
Turtles	0	0	3	0	0	0	0	0	0	0	0	3
Squirrels	0	0	0	0	0	0	1	7	0	0	0	8
Foxes	1	0	1	0	0	0	1	0	0	3	0	6
Armadillos	0	0	0	3	5	4	4	0	3	0	0	19
Hawks	0	0	0	0	0	0	0	0	0	0	0	0
Bats	0	0	0	0	0	0	0	0	0	0	0	0
Coyotes	1	0	0	0	0	0	0	0	0	0	0	1
Buzzards	2	0	0	0	0	0	1	0	0	1	0	4
Ringtails	0	0	0	0	3	0	1	0	0	0	0	4
Snakes	0	0	2	2	1	0	1	0	1	1	1	9
Other											1	1
Total	32	21	30	33	49	43	51	44	44	77	31 0	
											YTD Total	455



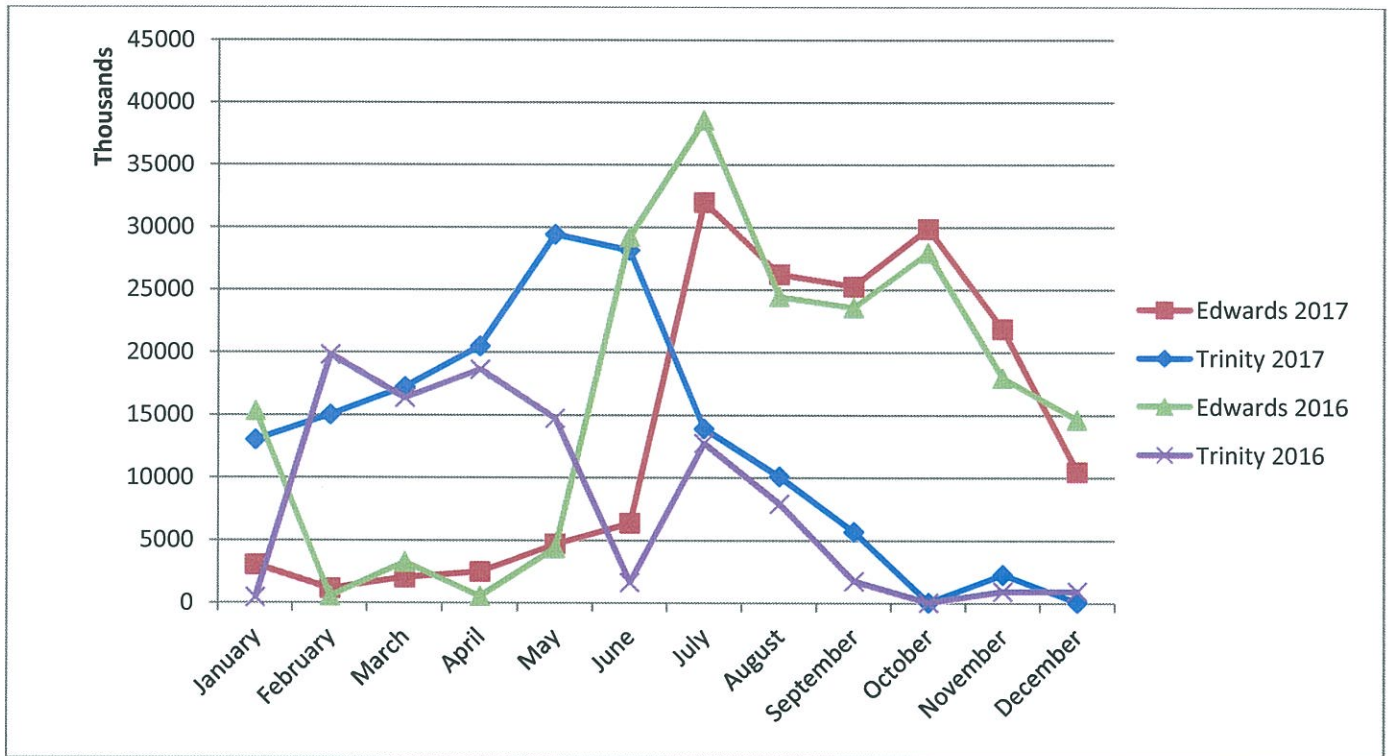
City of Garden Ridge

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

Water Department Report

As of December 18, 2017

2016 & 2017 City of Garden Ridge Well Usage



As of December 18, 2017:

Edwards Wells – 165,253,000 Gallons (507.14 acre feet) have been used.

Trinity Well – 155,171,000 Gallons (476.20 acre feet) have been used.

The City of Garden Ridge has a total of 682.77 Acre Feet of Edwards Permits – 507.14 acre feet used = 175.63 acre feet unused. Currently in EAA Drought Stage 0.

2017 YTD water usage has increased by a total of 24,622,000 gallons over 2016. * It is a partial month.*

2017 Edwards Permits

Type of Permit	TCEQ Permit #	EAA Permit #	Acre Feet
Allocated	CO 00139	P100-767	511.951
Purchased	BE 00109I	P100-327	2.000
Purchased	ME 00417D	P101-185	1.301
Purchased	ME 00479I	P101-315	3.895
Purchased	UV 00437I	P101-699	2.000
Purchased	UV 00461I	P101-752	4.000
Purchased	UV 00478I	P101-801	2.000
Purchased	UV 00537H	P101-959	2.000
Purchased	UV 00576I	P102-040	14.000
Purchased	UV 00630G	P102-146	1.760
Purchased	BE 00081AE	P100-200	62.000
Transfer	CO00119AA	P102-564	0.660
Transfer		P103-312	4.500
Transfer		P102-416	2.000
Transfer	Keith Zars Pools	P106-186	1.000
Lease	Lloyd Loehman	P107-429	3.000
Lease	M. Friesenhahn	P100-745	65.000
Lease	BVFD	P102-302	-0.300
Total			682.767

Monthly Averages as of December 18, 2017

Average usage per connection	6,500.00 gallons*
Average usage per day	581,388.88 gallons*

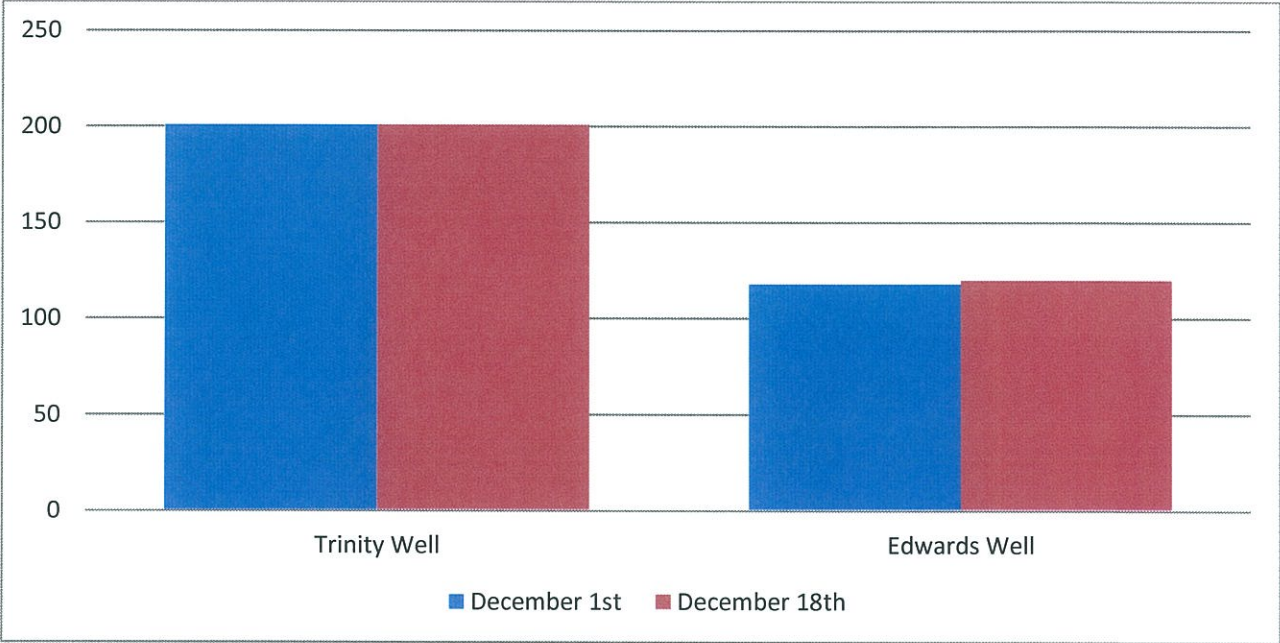
	Year to date for 2017	2016
Water Connections	1610	1560

Well Maintenance Schedules

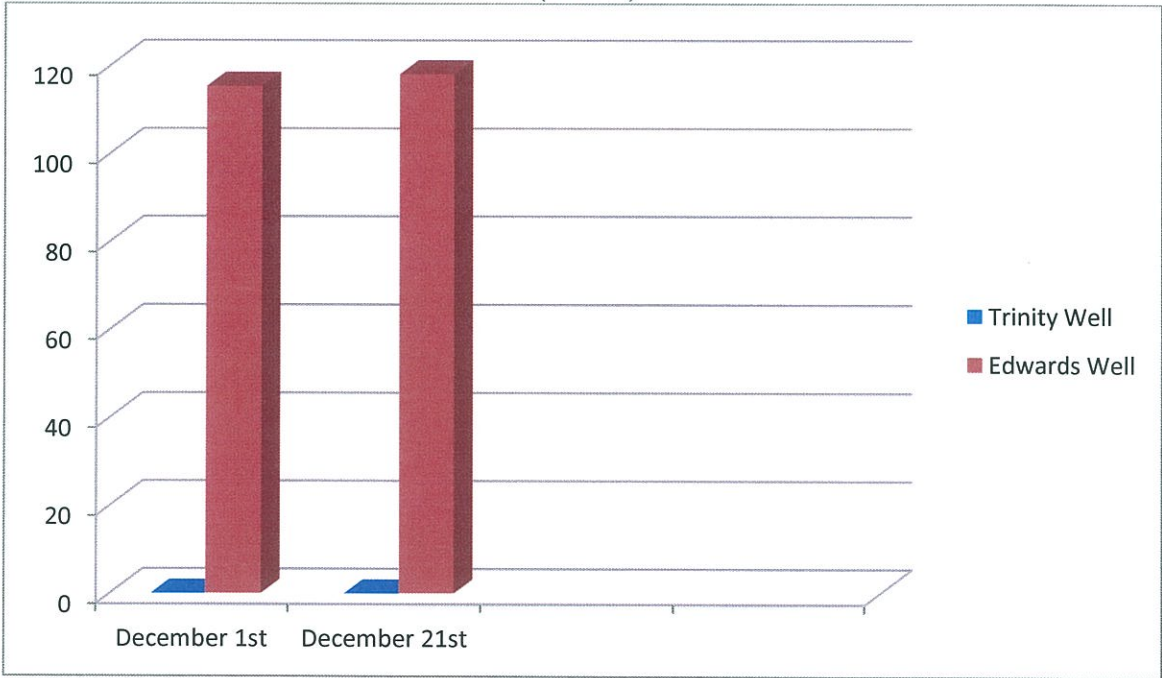
F.M. 2252 Edwards Well 5	last maintenance occurred 6/16	(based on time), last test	6/16
F.M. 2252 Edwards Well 7	last maintenance occurred 5/17	(based on time), last test	5/17
Timber Rose Edwards Well 2	last maintenance occurred 5/05	(based on time), last test	6/16
Timber Rose Edwards Well 4	last maintenance occurred 5/05	(based on time), last test	6/16
Elevated Trinity Well 8	last maintenance occurred 8/17	(based on time), last test	6/16
F.M. 3009 Trinity Well 9	last maintenance occurred 8/17	(Install), last test	8/17
F.M. 3009 Trinity Well 10	last maintenance occurred 8/17	(Install), last test	8/17

Monthly Well Progress

Static Levels
(in feet)



Pumping Levels
(in feet)



Water Department Monthly Activities:

Water		Plumbing	
New Meter Installations	4	New Service Line Inspections	3
Meter Replacement	12	Irrigation System Inspections	6
Main Breaks	0	Water Heater Safety Inspections	5
Service Line Replacement	0	Home Inspections	10
Service Line Leak Repair	5	Toilet Rebates	0
Fire Hydrant Maintenance	38	Washing Machine Rebates	0
Leak Adjustment	0		
Meters Read	1610		
Work Orders	167		

Projects:

2016 CIP-Concrete is poured for the building foundations at the new 3009 well site; Grading is in work at the new site.

Reports Submitted:

EAA Drought Condition Monthly Report
State Water Report
Disinfectant Level Quarterly Operating Report
Comal County Trinity Ground Water Conservation District (CCTGWCD)

Employee Updates:

Royce E. Goddard attended CE training for Plumbing Inspectors.



Monthly Library Update

By Linda Crosland, Librarian

Upcoming events:

- LUNCH-n-LEARN:
De-stressing with
Kanani
Thompson 1/17/ @
noon

Thursdays

- Hooks & Needles,
1/04 and 1/18
@10:30
- Adult Coloring,
1:00
- Library BOOK
CLUB will meet in
the Library 1/22 @
10:30
- Pam Camosy, Read-
ing and Book sign-
ing, 1/27 @2:00

Outreach

The Home-School Association's Fine Arts class will soon come to a close. They have been very appreciative of our acceptance of their group. This month we have had **30 participants** in two classes with one class left to go at this writing.

GRES Time



After-School Science

Shiraz, the read-to dog



Ever-popular LEGO ROBOTICS

Every second Saturday @ 10:30



The New Year

January is named after the Roman god, **Janus**, the god of doors because this month is the door to the year. The Roman god **Janus** is depicted as having two faces. He looks both forward and backward. He represents all beginnings and possesses the ability to see all things past and future.

The library is looking back on a very successful year while at the same time looking forward to new and innovative programs and activities.

All our numbers are all lower this month due to the Thanksgiving holidays, a break in the Legos classes, GRES staff shortages which caused cancellation of Science Club, plus other various causes. We are looking forward to the structure and steadiness of a new year!

Linda attended a webinar on the Texas Book Festival's Collection Enhancements.

"Doctor Who: You want weapons? We're in a library. Books are the best weapon in the world. This room's the greatest arsenal we could have. Arm yourself!

(from Tooth and Claw in Season 2)" — Russell T. Davies

Department Statistics (November 20 — December 18)

Visits to the Library	880
Items Checked Out	1,97
New Patrons Added	11
New Items Added to the Collection	94
Volunteer hours	163
Preschool Story Time	60
Pokemon Club	20
Craft Classes & Coloring	26
Lego Robotics	25
Science Club	24
Shiraz	7
Lunch-n-Learn Relieving Stress	16



MEMORANDUM

To: Garden Ridge City Council
Cc: Nancy Cain, City Administrator – City of Garden Ridge
From: Patrick Lackey, P.E./Daniel Mummert, P.E. – Trihydro Corporation
Date: December 18, 2017
Re: Trihydro Corporation –Engineering Report January, 2018

1. 2013 CIP Street, Water and Drainage Project – Qro Mex Construction

- Trihydro met with the contractor on 12/11/17 and reviewed the Blazing Star Trail chip seal deficiencies. Each deficient location was reviewed, and a remediation approach was established.
- The rough areas within the travel lanes have been corrected and were verified on 12/12/17.
- An approximately 1-foot wide, 200-foot long segment along the centerline, near the intersection of Bat Cave Road and Blazing Star Trail, was marked for additional chip sealing. The repair is anticipated to be completed prior to the 1/3/18 Council meeting. An update will be provided at the meeting.

2. 2015 CIP Street, Water and Drainage Project – Qro Mex Construction

- Outstanding punch list items are being addressed by Trihydro and City staff to confirm Qro-Mex Construction has completed the repairs and landscape restoration to the satisfaction of the property owners.
- A letter has been drafted to Qro-Mex Construction regarding the pavement in the reconstructed areas. An update will be provided prior to the council meeting.
- Pay estimate #16 (\$90,966.60) and the final retainage (\$447,935.88) totaling \$538,902.48 have been submitted by the contractor. Approval of the pay estimate and release of the final retainage are on hold pending completion of the punch list and resolution of paving concerns.

3. 2016 Wells and Booster Pump Facility – Pesado Construction

- Pesado Construction is continuing with site electrical work, grading and building masonry.
- The MCC Building driveway has been paved.
- Tank screening/site landscape alternatives evaluations are ongoing.



4. Naco – Loop Water Line (Winco)

- Bidding documents are complete and have been reviewed by the City Attorney and Water Manager. Comments from both have been incorporated.
- During a meeting with TXDOT on 12/13/17, a revised plan was presented to include detached shared use paths along the eastbound FM 2252. The shared use paths will require additional right-of-way along the Sutton Producing property and a modification to the water line alignment immediately adjacent to the FM 2252 Well Site. TXDOT will provide CAD drawings of the proposed right-of-way change to assist with the design revision.
- Trihydro drafted a letter presenting potential costs associated with acquiring the easement from Sutton Producing.

5. FM 2252 TXDOT Project

- A meeting was held the City, Comal County and TXDOT on December 13th to review the detached shared use path along FM 2252.
- TXDOT provided schematic figures showing proposed shared use pathway alignment along with adjustments to address comments received during the September 27, 2017 Open House.

6. FM 2252 Sewer and Water Project

- Cost estimates and figures have been updated to incorporate the alternate alignment through the CCMA easement.
- Trihydro along with City staff will meet with the City Financial Advisor the week of January 8 to review potential funding alternatives for the sewer and water system along FM 2252.

**2018
ELECTION CANDIDATE CALENDAR
AT A GLANCE**

December 18th

Last day to post on bulletin board Notice of Filing Period (30 days before first day to file application for a place on the ballot)

January 1st

First day to apply for a ballot by mail.

January 16th (15th Holiday)

Last day for timely filing of semi-annual report of contributions/expenditures

January 17th

First day for candidate to file for place on ballot

First day for filing declaration of write-in candidacy

February 7th

Call the Election by Ordinance (City Council Meeting)

February 16th

Last day to file for place on ballot

Last day to call the Election

February 20th

Last Day for a Write-In Candidates.

February 21st

9:00am Drawing for place on the ballot (Council Chambers)

February 23rd

Last day for candidate or write-in candidate to withdraw.

March 21st

First Day to Mail Early Ballots, if available.

April 5th

Last day to register to vote.

Due date for filing first report of campaign contributions/expenditures (if opposed).

April 20th

Last day to receive application from voter in person for a ballot to be voted by mail.

April 23rd

Early voting begins

April 24th

Last day to receive application by mail for a ballot to be voted by mail.

April 27th

Due date for filing second report of campaign contributions/expenditures (if opposed)

May 1st

Last day for early voting by personal appearance

May 5th

Election Day (7am to 7pm)

May 8th-16th

Canvass time period (recommend the May 10th)

July 15th

Last day to timely filing of semiannual report of contributions

PRELIMINARY PROPOSED

2019 BUDGET AND 2018 TAX RATE SCHEDULE

December 18, 2017

June 25	Special City Council Meeting (time to be determined) 1st Budget Worksession
July 12	Special City Council Meeting (if needed - time to be determined) 2nd Budget Worksession
July 17	Special City Council Meeting (if needed - time to be determined) 3rd Budget Worksession
July 25	Appraisal District submits 2018 Certified Values
July 30	Special City Council Meeting (time to be determined) 4th Budget Worksession File proposed 2019 Budget with City Secretary
July 26-August 3	Comal County Tax Office calculates and submits 2018 tax rate
August 1	Regular City Council meeting 6:00 p.m. File proposed 2019 Budget with City Secretary if not filed on July 27 Propose 2018 Tax Rate if calculations available
August 7 or 9	Special City Council Meeting at 6 p.m. (if needed) Propose 2018 Tax Rate if not accomplished on August 1
August 21	Special City Council Meeting at 6 p.m. Budget Public Hearing 1st Tax Rate Public Hearing Possible approval of 2019 Budget
August 27	Special City Council Meeting 6 p.m. 2nd Tax Rate Public Hearing on 2018 tax rate proposal
September 5	Regular City Council Meeting 6 p.m. Adopt 2018 Tax Rate

Attached is the preliminary 2019 Budget and 2018 Tax Rate Adoption Schedule. The schedule is subject to change and adjustment dependent on the number of worksessions needed to develop a budget to be filed with the City Secretary and receipt of the City's calculated tax rate.

The majority of the meetings will be special meetings therefore there must be 5 Councilmembers present. Please keep the City Secretary and the City Administrator apprised of your availability during the months of June, July, August and the beginning of September, 2018.

Future Agenda Items

February 7, 2018

Agenda deadlines:

14 business days before Meetings	(1/24/18)	-	City Council and Staff items are due
9 business days before Meetings	(1/29/18)	-	City Administrator and Mayor review agenda. Mayor sets the agenda. City Attorney is sent the agenda to approval.
7 business days before Meetings	(1/31/18)	-	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	(2/2/18)	-	Post Agenda Packet to City Website
3 business days before Meeting	(2/4/18)	-	(72 hours) – Local Government Code requirement for posting
Meeting Day	(2/7/18)	-	Mayor and City Administrator meet with Department Heads Monday @ 10 a.m.

Red=City Council
 Planning & Zoning =Green
 Pink=Impact Fee Committee
 Wildlife Management Advisory Commission=Brown
 City Events= Yellow—February 19th Holiday

Purple=Quarry Commission
 Water Commission= Blue

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			

Proclamations/Awards (Before Citizen Comment Period)

Consent Agenda

- Minutes 1-3-18
- Financial Report

Public Hearings

Non-Consent Agenda

- Staff Reports (Admin, Library, Public Works, Water, PD)

Ordinances and Resolutions and CIP presentation

- CIP Presentation
 - CIP Project for 2013
 - CIP Project for 2015
 - Phase I
 - Phase II
 - Trinity Wells #9 and #10 Project
 - Sewer System (FM 2252)
 - Waterline extension project to Winco
- Election Ordinance

Commission Items

P&Z-

Quarry

Water

Wildlife Management Advisory Commission

Discussion

Updates

1. Parks Committee Activities/Project Updates
2. *Volunteer Garden Ridge! Update*
3. City Administration Project Updates:
4. City Council Discussions/Project Updates:
Mayor's Communication (Deer Survey tabulations on 2-8-18 at 8:30 a.m.)
Future Agenda Items

Executive Session

March 7, 2018

Agenda deadlines:

- | | | |
|---|-----------|--|
| 21 business days before Meetings | (2/21/18) | City Council and Staff items are due |
| 16 business days before Meetings | (2/26/18) | - City Administrator and Mayor review agenda. Mayor sets the agenda. City Attorney is sent the agenda to approval |
| 14 business days before Meetings | (2/28/18) | - 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) |
| 12 business days before Meetings | (3/2/18) | - Post Agenda Packet to City Website @ noon |
| 3 business days before Meetings | (3/4/18) | (72 hours) – Local Government Code requirement for posting |
| Meeting Day | (3/7/18) | - 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
 City Events= Yellow

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 2-7-18
2. Financial Report

Public Hearings

Non-Consent Agenda

1. Staff Reports (Admin, Library, Public Works, Water, PD)

Ordinances and Resolutions and CIP presentation

1. CIP Presentation
 - a) CIP Project for 2013
 - b) CIP Project for 2015
 - i. Phase I
 - ii. Phase II
 - iii. Trinity Wells #9 and #10 Project
 - c) Sewer System (FM 2252)
 - d) Waterline extension project to Winco
2. Municipal Court Appointments
 - a) Judge
 - b) Alternate Judge
 - c) Prosecutor
 - d) Alternate Prosecutor

Commission Items

P&Z-

Quarry

Water

Wildlife Management Advisory Commission

Discussion

Updates

1. Parks Committee Activities/Project Updates
2. *Volunteer Garden Ridge!*
3. City Administration Project Updates:
4. City Council Discussions/Project Updates:
Mayor's Communication
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....*Trevino & Goodwin*
- 3) Ordinance 54-Water Leak Adjustments/Water Rate Study.... *Mayor*
- 4) Discussion on Annexation (waiting until MLUP goes in effect)..... *McCaw*
- 5) Logo and Seal Ordinance... *Cain*
- 6) Animal Control Ordinance....*Cain*
- 7) Personnel Policy....*Ford*
- 8) FY 2019 Budget Calendar and Vacations....*Mayor*
- 9) Ordinance 24 Parks
- 10) Ethic Ordinance ... *8-30-17 City Council motion*
- 11) Website and Social Media Policy....*Goodwin*
- 12) Structure definition (part of subdivision changes)...*Bower*

Items for further discussion before adding to list

State of City..... *Cain*