
The Garden Ridge City Council will meet in a special session on Tuesday, October 10, 2023, at 6:00 p.m. in the City Council Chambers, 9400 Municipal Parkway, Garden Ridge, Texas. This is an open meeting, open to the public, subject to the Open Meetings Law of the State of Texas, and as required by law, notice is hereby posted providing time, place, date, and agenda thereof. The meeting facility is wheelchair accessible and accessible parking spaces are provided. Requests for accommodations or interpretative services must be made to the City Secretary 48 hours prior to this meeting.

1. Call to Order/Roll Call

2. Pledge of Allegiance

3. Proclamations

- a) Domestic Violence Awareness Month Proclamation
- b) Hill Country Night Sky Month Proclamation

4. Citizen Comment Period – limited to 30 minutes total

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

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

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

5. Consent Agenda

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

- a) Approval of Minutes for the September 6, 2023, City Council Regular Meeting.
- b) Financial Statement, Summary Report, and Management's Discussion and Analysis of Results of Operations – August 30, 2023.
- c) Resolution No. 511-102023 A Resolution of the City Council of the City of Garden Ridge, Texas, designating the New Braunfels Herald-Zeitung as the official newspaper of the City of Garden Ridge.

6. Staff Reports

- a) City Manager Monthly Activity Report.
 - City/employee recognitions, *Volunteer Garden Ridge!*, Community and Event Center report, building permits, citizen concern/input, upcoming events, personnel updates, and continuity of operations.



- b) Finance/HR Monthly Activity Report.
 - Financial reporting, audits, employee benefits, communication efforts, upcoming events, personnel updates, and continuity of operations.
- c) City Secretary Monthly Activity Report.
 - Administrative operations and projects, records management, communication efforts, citizen concern/input, upcoming events, personnel updates, and continuity of operations.
- d) Police Department Monthly Activity Report.
 - Traffic/code compliance enforcement, criminal activity, upcoming events, personnel updates, and continuity of operations.
- e) Public Works Department Monthly Activity Report.
 - Public Facilities: Street/right-of-way maintenance, drainage facility/easement maintenance, City facilities maintenance, animal services, personnel updates, and continuity of operations.
 - Utilities: Water pumping/usage from City wells, system infrastructure maintenance/repairs/projects, leak adjustments, water/drought management, personnel updates, and continuity of operations.
- f) Library Monthly Activity Report.
 - Upcoming events and continuity of operations.

7. City Engineer Projects Status Reports

- a) FM 2252 TxDOT Project: receive report and provide direction, as needed.
- b) Land Development Projects: receive report and provide direction, as needed.

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

- a) Planning and Zoning Commission:
 - 1. Preliminary Plat combining a 1.4-acre tract and a 1.707-acre tract to create a 3.107-acre tract to be known as Lot 1, Block 1, The Revival, located at 19186 FM 2252 and owned by Eric T. Fischer.
 - 1.1. Receive recommendation from Planning and Zoning Commission.
 - 1.2. Discuss and take action.
 - 2. Receive monthly activity update as applicable.
- b) Water Commission:
 - 1. Expiring Terms (September 30, 2023) of Commissioners.
 - 1.1. Receive recommendation to reappoint Commissioner Carmichael, Commissioner Mueller, and Commissioner Harshbarger to serve another term with terms expiring September 30, 2025.
 - 1.2. Discuss and take action.
 - 2. Receive monthly activity update as applicable.
- c) Parks Committee:
 - 1. Receive monthly activity update as applicable.

9. Approvals and Authorizations

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

- a) Community and Event Center Agreement.
- b) Oak Wilt Outbreak/Abatement/Trenching/Expense to City.

- c) Ordinance No. 240-102023 An Ordinance of the City Council of the City of Garden Ridge, Texas, establishing a hotel occupancy tax and setting forth the tax rate to be imposed on hotel occupancy within the corporate limits and extraterritorial jurisdiction of the City; setting forth the duties of persons responsible for collection of the tax; providing for criminal penalties and fines; and providing for findings of fact, savings, severability, repealer, an effective date, and proper notice and meeting.

10. Updates

- a) City Council Projects.
1. Mitigation of growth and encroachment impacts on Garden Ridge (Swint and Erickson).
 2. Economic Development/Council Liaison to Tri-County Chamber of Commerce (Smith and Bower).
 3. Alamo Area Metropolitan Planning Organization Technical Advisory Committee Update (Valdez and Erickson).
 4. Council Liaison to the Water Company/Utilities Department (Valdez and Erickson).
 5. Council Liaison to Comal ISD (Arvidson and Erickson).
 6. City Welcome Signage (Bower and Smith).

11. Discussion of Future Agenda Items

12. Citizen Comment Period – limited to 20 minutes total

See “Rules for Citizens’ Participation” under Item 4.

13. Reports and Comments from Mayor and City Councilmembers

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

Alamo Area Metropolitan Planning Organization
Boy Scouts and/or Girl Scouts
City of Garden Ridge sponsored events and outreach efforts
Comal ISD (Garden Ridge Elementary School/Danville Middle School/Davenport High School)
Counties (Bexar/Comal/Guadalupe)
Families of Garden Ridge
Garden Ridge Lions Club and Garden Ridge Women’s Club
Garden Ridge Citizen Police Academy Alumni Association/Citizen Patrol
Great Springs Project
Greater Bexar County Council of Cities
Hill Country Alliance
Northeast Partnership
Texas Department of Transportation (TxDOT)
Tri-County Chamber of Commerce

14. Adjournment

AGENDA NOTICES:

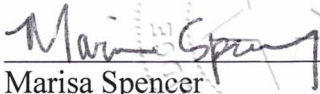
Decorum Required: Any disruptive behavior, including shouting or derogatory statements or comments may be ruled out of order by the Presiding Officer. Continuation of this type of behavior could result in a request by the Presiding Officer that the individual leave the meeting, and if refused, an order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

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

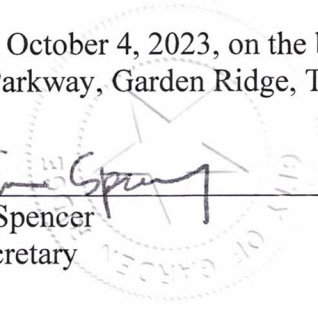
Executive Sessions Authorized: This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and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

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

This is to certify that I, Marisa Spencer, posted this Agenda at 11:00 a.m. on October 4, 2023, on the bulletin board located at the entrance to Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas.



Marisa Spencer
City Secretary



Proclamation

WHEREAS, the first Domestic Violence Month was observed in October 1987, the same year the first national domestic violence toll-free hotline was initiated; and

WHEREAS, in 1989 Congress designated October as National Domestic Violence Awareness Month; and

WHEREAS, in just one day across the United States and its territories, nearly 75,000 victims of domestic violence sought services from domestic violence programs and shelters, but more than 9,000 requests for services including emergency shelter, housing, transportation, childcare, and legal representation could not be provided because programs lacked the resources to meet victims' needs; and

WHEREAS, safe houses continue to be rated as survivors' most urgent need; and

WHEREAS, the impact of domestic violence is wide ranging, directly affecting individuals and society as a whole, throughout Comal County, the United States, and the world; and

WHEREAS, domestic violence crosses all ethnic, racial, sexual preference, economic, age, educational, and religious lines; and

WHEREAS, domestic violence affects millions of people each year, but can be prevented, requiring the collective voice and power of individuals, families, institutions, and systems - each whose "No. 1 thing" adds a valuable and powerful component to transforming communities; and

WHEREAS, the Crisis Center of Comal County, along with other prevention-related programs in this county, has been an invaluable ally in the fight against domestic violence, providing crucial support, resources, and services to survivors within our community; and

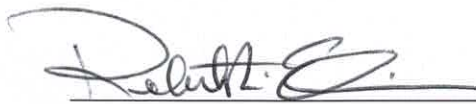
WHEREAS, the City of Garden Ridge is dedicated to remembering the survivors of domestic violence.

NOW, THEREFORE, BE IT PROCLAIMED that I, Robb Erickson, Mayor of Garden Ridge, Texas, do hereby proclaim October 2023 in the City of Garden Ridge as

DOMESTIC VIOLENCE AWARENESS MONTH

IN WITNESS WHEREOF, I hereunto set my hand and official seal of the City of Garden Ridge this 10th day of October, 2023.




Robb Erickson
Mayor

Proclamation

WHEREAS, the aesthetic beauty and wonder of star-filled skies are the heritage of all humankind and preserving rich historic heritage and starry night skies of Garden Ridge is important to its residents; and

WHEREAS, the influx of people into the Texas Hill Country region and the accompanying light pollution from area lighting fixtures has been steadily on the rise, eroding the historical view of the night skies in many nearby areas; and

WHEREAS, light pollution wastes natural resources amounting to at least \$2 billion per year and contributes to diminished American energy independence; and

WHEREAS, addressing light pollution involves making better use of outdoor lighting to direct light down to where it is needed instead of upward into the sky, putting outdoor lights on timers, and using outdoor lighting only where necessary; and

WHEREAS, Hill Country communities are increasingly dedicated to the preservation of the region's night skies, as evidenced by the frequent educational activities conducted by the increasing number of places and organizations in our region, including: Comal County, Camp Bullis, Bracken Cave Preserve, San Antonio Astronomical Association, New Braunfels Astronomy Club, Guadalupe River State Park, and Comal County Friends of the Night Sky; and

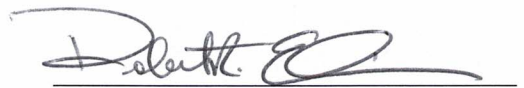
WHEREAS, this regional effort in addition to the preservation and celebration of our night skies is worthy of recognition.

NOW, THEREFORE, BE IT PROCLAIMED that I, Robb Erickson, Mayor of Garden Ridge, Texas, do hereby proclaim October 2023 in the City of Garden Ridge as

HILL COUNTRY NIGHT SKY MONTH

IN WITNESS WHEREOF, I hereunto set my hand and official seal of the City of Garden Ridge this 10th day of October, 2023.




Robb Erickson
Mayor

Councilmembers Present:

Mayor Robb Erickson
Mayor Pro-Tem Lisa Swint
Councilmember Kelly Smith
Councilmember Jesús Valdez
Councilmember Todd Arvidson
Councilmember Kay Bower

Councilmembers Absent: None**City Staff Present:**

Nancy Cain, City Manager
Marisa Spencer, City Secretary
Courtney Billi, Assistant City Secretary
Robyn Achu, Finance/HR Director
Ron Eberhardt, Police Chief
Steven Steinmetz, Public Works Director
Linda Crosland, Library Director
Cynthia Trevino, City Attorney

1. Call to Order/Roll Call

With a quorum of the City Councilmembers present, Mayor Erickson called the regular meeting of the Garden Ridge City Council to order at 6:00 p.m. on Wednesday, September 6, 2023, in the City Council Chambers of the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas 78266.

2. Pledge of Allegiance

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

Mayor Erickson spoke regarding former Councilmember Bryan Lantzy and observed a moment of silence in honor of him.

3. Citizen Comment Period

Steve Stedman, 20011 Hickory Bend, spoke regarding development in the City of Garden Ridge.

Jim Miller, 9910 Marie Meadow, spoke regarding garbage and recycling services in the City of Garden Ridge.

4. Consent Agenda

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

- a) **Approval of Minutes for the August 2, 2023, City Council Regular Meeting.**
- b) **Approval of Minutes for the August 14, 2023, City Council Special Meeting.**
- c) **Financial Statement, Summary Report, and Management's Discussion and Analysis of Results of Operations – July 31, 2023.**

Motion: A motion was made by Mayor Pro-Tem Swint, seconded by Councilmember Valdez, to approve Consent Agenda items a)-c). The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

5. Staff Reports

a) City Manager Monthly Activity Report.

City Manager Nancy Cain reviewed employee anniversaries and City Staff recognitions. She stated there were 322 *Volunteer Garden Ridge!* hours for the month of August and spoke regarding First Friday and TxDOT conducting surveying on FM 3009.

b) Finance/HR Monthly Activity Report.

Finance/HR Director Robyn Achu spoke regarding continuity of operations related to the Finance/HR Department.

c) City Secretary Monthly Activity Report.

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

d) Police Department Monthly Activity Report.

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

e) Public Works Department Monthly Activity Report.

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

f) Library Monthly Activity Report.

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

6. City Engineer Projects Status Reports

City Engineer Sam Johnson reviewed the City Engineer monthly activity report and addressed questions from Councilmembers.

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

a) Planning and Zoning Commission:

1. Garden Ridge Walkable Community Workshop Report.

1.1. Receive presentation from Alamo Area Metropolitan Planning Organization (AAMPO) and receive recommendation from Planning and Zoning Commission.

Matthew Moreno, Alamo Area Metropolitan Planning Organization, reviewed the Garden Ridge Walkable Community Workshop Report.

1.2. Discuss and take action.

Motion: A motion was made by Councilmember Valdez, seconded by Councilmember Arvidson, to approve the Garden Ridge Walkable Community Workshop Report as an official document for use in future planning efforts within the City of Garden Ridge. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

2. Expiring Terms (September 30, 2023) of Commissioners.

2.1. Receive recommendation to reappoint Commissioner Miller and Commissioner Maloney to serve another term with terms expiring September 30, 2025.

Vice-Chair Jacaman spoke regarding the expiring terms of Commissioners. He stated Commissioner Crow and Commissioner Leatherberry did not desire to seek reappointment; therefore, the Commission recommends the reappointment of Commissioner Miller and Commissioner Maloney to serve another term.

2.2. Discuss and take action.

Motion: A motion was made by Councilmember Valdez, seconded by Mayor Pro-Tem Swint, to approve the Planning and Zoning Commission's recommendation and reappoint Commissioner Miller and Commissioner Maloney to serve another term with terms expiring September 30, 2025. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

3. Receive monthly activity update as applicable.

Vice-Chair Jacaman provided City Council with an update on the Commission's upcoming meeting.

b) Water Commission:

Mayor Erickson stated the Commission did not meet in August and there are no updates at this time.

c) Parks Committee:

City Manager Nancy Cain provided City Council with an update on the committee's projects.

8. Approvals and Authorizations

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

a) 2023 Tax Rate.

1. Review and discuss the 2023 Tax Rate Proposal of \$0.257734.

City Manager Nancy Cain reviewed the 2023 Tax Rate Proposal of \$0.257734.

2. Hold a public hearing.

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

No one wished to speak and City Secretary Marisa Spencer stated no written comments were submitted.

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

3. Approve \$0.192839 as the 2023 Maintenance and Operation Rate for the City of Garden Ridge.

Motion: A motion was made by Councilmember Valdez, seconded by Mayor Pro-Tem Swint, to approve \$0.192839 as the 2023 Maintenance and Operation Rate for the City of Garden Ridge. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

4. Approve \$0.064895 as the 2023 Debt Service Rate for the City of Garden Ridge.

Motion: A motion was made by Mayor Pro-Tem Swint, seconded by Councilmember Smith, to approve \$0.064895 as the 2023 Debt Service Rate for the City of Garden Ridge. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

5. Take action on Ordinance No. 239-092023 An Ordinance of the City Council of the City of Garden Ridge, Texas, adopting a Tax Rate of \$0.257734 per one hundred dollars (\$100.00) consisting of the approved Maintenance and Operation Rate and Debt Service Rate of assessed valuation for the City of Garden Ridge to be effective for the 2023 Tax Year (Fiscal Year 2024).

Motion: A motion was made by Councilmember Bower, seconded by Councilmember Arvidson, moving that the property tax rate be increased by the adoption of a tax rate of \$0.257734, which is effectively a 3.9982 percent increase in the tax rate, and that Ordinance No. 239-092023 is approved to adopt \$0.257734 as the 2023 tax rate for the City of Garden Ridge. The City Council voted by roll call:

Place 1, Councilmember Smith – aye

Place 2, Mayor Pro-Tem Swint – aye

Place 3, Councilmember Valdez – aye

Place 4, Councilmember Arvidson – aye

Place 5, Councilmember Bower – aye

The motion carried unanimously.

b) Natural Features Overlay (NFO) District related to undeveloped properties along FM2252/FM3009.
Councilmember Valdez spoke regarding the Natural Features Overlay (NFO) District related to undeveloped properties along FM2252/FM2009.

The City Council agreed by consensus to task the Planning and Zoning Commission with looking into the Natural Features Overlay (NFO) District and related information to then bring a recommendation back to City Council.

9. Updates

a) City Council Projects.

1. Mitigation of growth and encroachment impacts on Garden Ridge (Swint and Erickson).

Mayor Erickson and Mayor Pro-Tem Swint provided updates related to mitigation of growth and encroachment impacts on Garden Ridge.

2. Economic Development/Council Liaison to Tri-County Chamber of Commerce (Smith and Bower).

Councilmember Smith and Councilmember Bower provided updates related to Economic Development and Tri-County Chamber of Commerce.

3. Alamo Area Metropolitan Planning Organization Technical Advisory Committee Update (Valdez and Erickson).

Councilmember Valdez provided updates related to the Alamo Area Metropolitan Planning Organization Technical Advisory Committee.

4. Council Liaison to the Water Company/Utilities Department (Valdez and Erickson).

Councilmember Valdez provided updates related to the Water Company/Utilities Department.

5. Council Liaison to Comal ISD (Arvidson and Erickson).

Mayor Erickson and Councilmember Arvidson provided updates related to Comal ISD.

6. City Welcome Signage (Bower and Erickson).

Councilmember Bower provided updates related to City Welcome Signage.

The City Council agreed by consensus for Councilmember Bower to continue working with City Manager Nancy Cain and the proposed artist for this project and to bring a formal quote with pictures to City Council in October.

10. Discussion of Future Agenda Items

None at this time.

11. Citizen Comment Period

Sharon Stripling, 21729 Forest Waters Circle, spoke regarding traffic concerns within the City of Garden Ridge.

Sonia Jimenez, AAMPO Deputy Director, spoke regarding upcoming opportunities and funding through the Alamo Area Metropolitan Planning Organization.

12. Reports and Comments from Mayor and City Councilmembers

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

Alamo Area Metropolitan Planning Organization, Boy Scouts and/or Girl Scouts, City of Garden Ridge sponsored events and outreach efforts, Comal ISD (Garden Ridge Elementary/Danville Middle School/Davenport High School), Counties (Bexar/Comal/Guadalupe), Families of Garden Ridge, Garden Ridge Lions Club and Garden Ridge Women's Club, Garden Ridge

Citizen Police Academy Alumni Association/Citizen Patrol, Great Springs Project, Greater Bexar County Council of Cities, Hill Country Alliance, Northeast Partnership, Texas Department of Transportation (TxDOT), Tri-County Chamber of Commerce.

Councilmember Smith spoke regarding Tri-County Chamber of Commerce events. Mayor Pro-Tem Swint spoke regarding Hill Country Alliance. Councilmember Valdez spoke regarding the Comal ISD opening ceremony and the Garden Ridge Citizen Police Academy Alumni Association Annual Car Show. Councilmember Arvidson spoke regarding Eagle Scouts and Davenport High School. Mayor Erickson spoke regarding Families of Garden Ridge Adopt-A-Highway Program and Northeast Partnership for Economic Development.

13. Adjournment

There being no further business, the Wednesday, September 6, 2023, City Council regular meeting was adjourned at 7:46 p.m. by Mayor Erickson.

ATTEST

Robb Erickson
Mayor

Marisa Spencer
City Secretary

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

PERIOD ENDED AS OF 08/31/2023

CITY FUNDS	BALANCE	CURRENT INTEREST RATE
GF OPERATING ACCOUNT	343,093.02	0.40%
GF MONEY MARKET	806,665.74	3.67%
PEG CAPITAL FEES	49,543.96	3.67%
TEXPOOL INVESTMENTS	3,113,277.21	5.30%
2017 I&S	2,144.22	3.67%
2012 I&S	6,023.24	3.67%
2012 REFI	65,214.08	3.67%
2015 I&S	6,033.69	3.67%
TEXPOOL WATER IMPACT FEES	178,962.70	5.30%
TEXPOOL STREET IMPACT FEES	61,935.72	5.30%
AMERICAN RECOVERY ACCT	346,116.38	3.67%
TEXPOOL AMERICAN RECOVERY ACCT	515,605.61	5.30%
ASSET/FORFEITURE - STATE	2,748.39	0.10%
ASSET/FORFEITURE - FED	149,091.48	3.67%
TOTAL CITY FUNDS	\$ 5,646,455.44	

WATER FUNDS	BALANCE	CURRENT INTEREST RATE
OPERATING ACCOUNT	727,388.38	3.67%
WATER SURCHARGE	153,983.08	3.67%
TEXPOOL WATER INVEST	1,246,075.78	5.30%
SIB LOAN I&S	3,082.31	3.67%
SIB RESERVE	30,786.37	3.67%
SIB LOAN FUNDS (TXDOT)	155,487.54	3.67%
TOTAL WATER FUNDS	\$ 2,316,803.46	

TOTAL ALL ACCOUNTS	\$ 7,963,258.90	
---------------------------	------------------------	--

CITY OF GARDEN RIDGE
CASH & INVESTMENTS STATEMENT
PERIOD ENDED AS OF 08/31/23

GENERAL FUND	BALANCE
GF Operational Checking	\$ 343,093.02
GF Money Market	806,665.74
GF Peg Capital Fund	49,543.96
TexPool Investments	3,113,277.21
Restricted Amounts:	(264,422.12)
(Including GF Peg Capital Fund)	
TOTAL AVAILABLE FUNDS	\$ 4,048,157.81

WATER FUND	BALANCE
Operational Checking	\$ 727,388.38
TexPool Water Invest	1,246,075.78
Water Surcharge	153,983.08
Restricted Amounts	92,169.26
TOTAL AVAILABLE FUNDS	\$ 2,219,616.50

CITY OF GARDEN RIDGE
STATEMENT OF ACTIVITIES
PERIOD ENDING AS OF 08/31/2023

GENERAL FUND	Aug-23	YTD	FY 2023 BUDGET	% OF BUDGET	BUDGET BALANCE
REVENUES	\$ 208,807.11	\$ 3,448,986.14	\$ 3,516,302.00	98.1%	\$ 67,315.86
EXPENDITURES					
ADMINISTRATION	85,551.03	823,330.85	1,098,414.00	75.0%	275,083.15
COURT	6,590.37	83,969.28	99,826.00	84.1%	15,856.72
POLICE	86,635.14	1,108,971.48	1,462,202.00	75.8%	353,230.52
PUBLIC FACILITIES	53,984.80	548,945.65	658,098.00	83.4%	109,152.35
COMMUNITY CENTER	7,706.62	80,979.79	83,984.00	96.4%	3,004.21
LIBRARY	7,164.47	91,597.01	113,674.00	80.6%	22,076.99
FUND CHANGES/XFER	-	-	-	0.0%	-
TOTAL EXPENDITURES	247,632.43	2,737,794.06	3,516,198.00	77.9%	778,403.94
NET POSITION	\$ (38,825.32)	\$ 711,192.08	\$ 104.00		\$ (711,088.08)

WATER FUND	Aug-23	YTD	FY 2023 BUDGET	% OF BUDGET	BUDGET BALANCE
REVENUES	\$ 379,667.12	\$ 2,155,072.98	\$ 2,210,571.00	97.5%	\$ 55,498.02
EXPENDITURES					
BOND PRINCIPLE PAYMENTS	1,285.00	521,844.11	523,985.00		2,140.89
ALL OTHER EXPENDITURES	176,517.29	1,213,454.97	1,477,854.00		264,399.03
TOTAL EXPENDITURES	177,802.29	1,735,299.08	2,001,839.00	86.7%	266,539.92
REVENUE +/- EXPENDITURES	201,864.83	419,773.90	208,732.00		(211,041.90)

CITY OF GARDEN RIDGE

STATEMENT OF ACTIVITIES - COMMUNITY CENTER

PERIOD ENDING AS OF 08/31/2023

REVENUES	YTD	Budget
RENTALS	\$ 69,335.00	48,000.00
DEPOSITS	32,150.00	24,000.00
CLEAN-UP FEES	5,275.00	5,550.00
DEPOSITS REFUNDED	(26,475.00)	(18,360.00)
DONATIONS	-	-
TOTAL REVENUES	80,285.00	59,190.00
EXPENDITURES		
PAYROLL/TAXES/RETIREMENT	2,743.14	3,124.00
MANAGER FEES	25,470.00	22,800.00
COMPUTER/INTERNET	1,804.68	1,680.00
TELEPHONE	550.00	600.00
UTILITIES	10,454.49	15,820.00
MAINTENANCE	5,075.34	8,000.00
SUPPLIES	1,747.14	1,200.00
CLEANING	6,660.00	6,400.00
EQUIPMENT	-	6,000.00
MARKETING	-	-
DONATION EXPENDITURES	-	-
FACILITY ENHANCEMENTS	-	-
TOTAL EXPENDITURES	54,504.79	65,624.00
NET POSITION	\$ 25,780.21	\$ (6,434.00)

Management's Discussion and Analysis of Results of Operations – 8/31/2023

GENERAL FUND

Cash

Total available funds as of August 31, 2023, are \$4,048,158

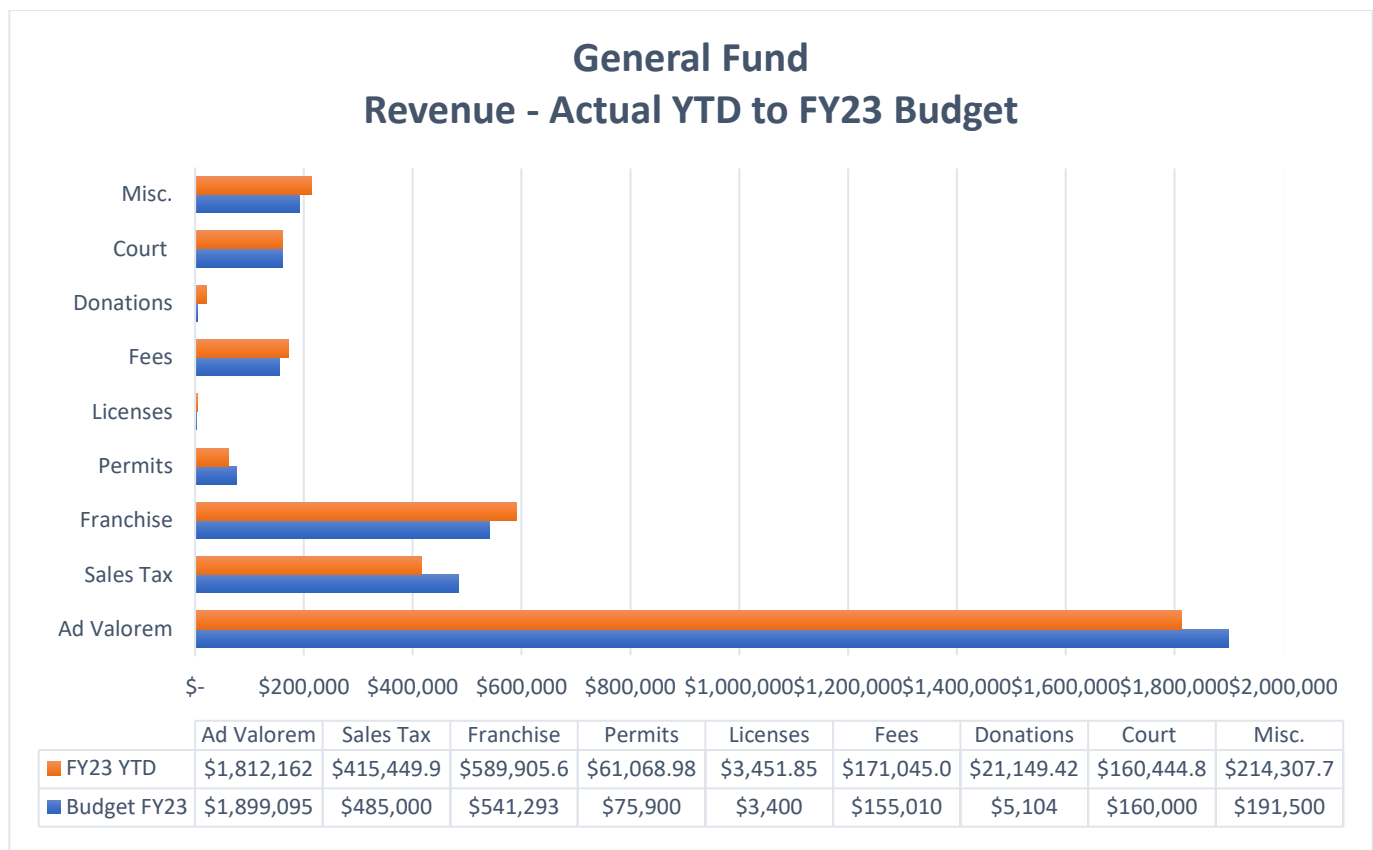
Revenue

Ad Valorem Tax received for August totals \$5,175. YTD collections total \$1,812,163 or 95% of the FY23 budget of \$1,899,095

Sale Tax Revenue received during the month of August totals \$45,769 for FY23. YTD totals \$415,450 or 86% of the \$485,000 budgeted for FY23.

Annual Building Permits revenue totals \$59,814 or 80% of the \$75,000 budgeted for FY23.

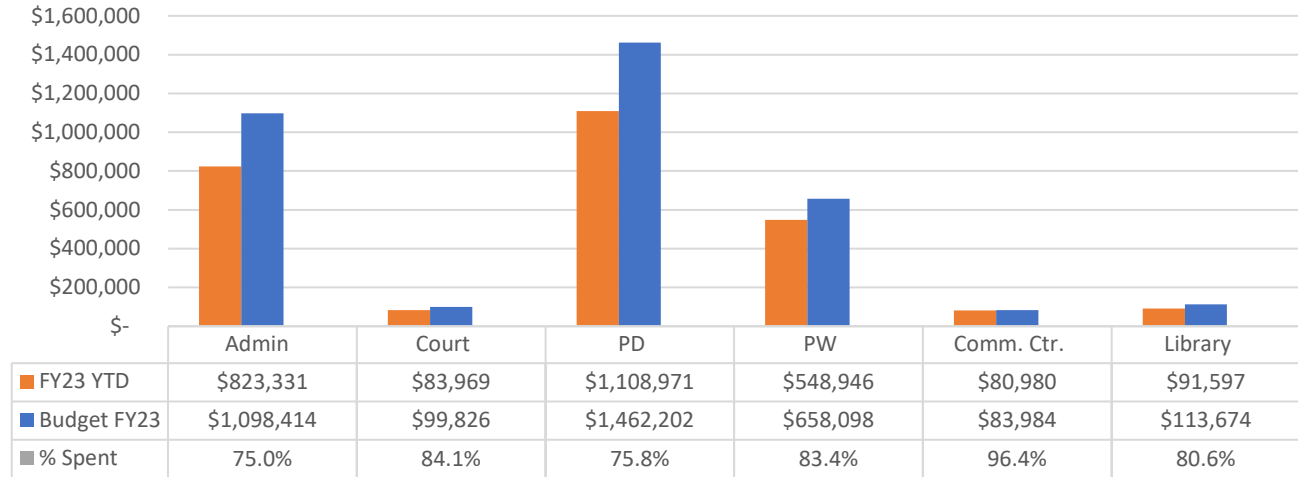
Trash Collection YTD totals \$37,084 or 169% of the \$22,000 budgeted for FY23. The anticipated dumpster fees for May, August & September events will be deducted here to bring us closer to the budgeted amount.



Expenditures

All departments are operating within the FY23 budget.

General Fund Expenditures - Actual YTD to FY23 Budget



WATER FUND

Meters

Current meters for August 2023 total 1690 vs 1681 for August 2022.

Cash

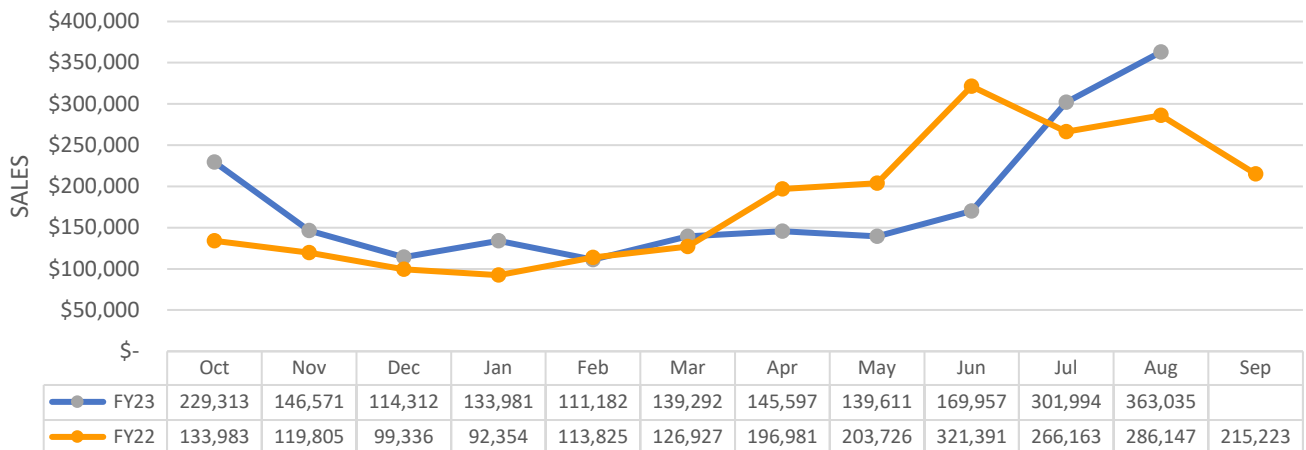
Total available funds as of August 31, 2023, are \$2,219,617.

Revenue

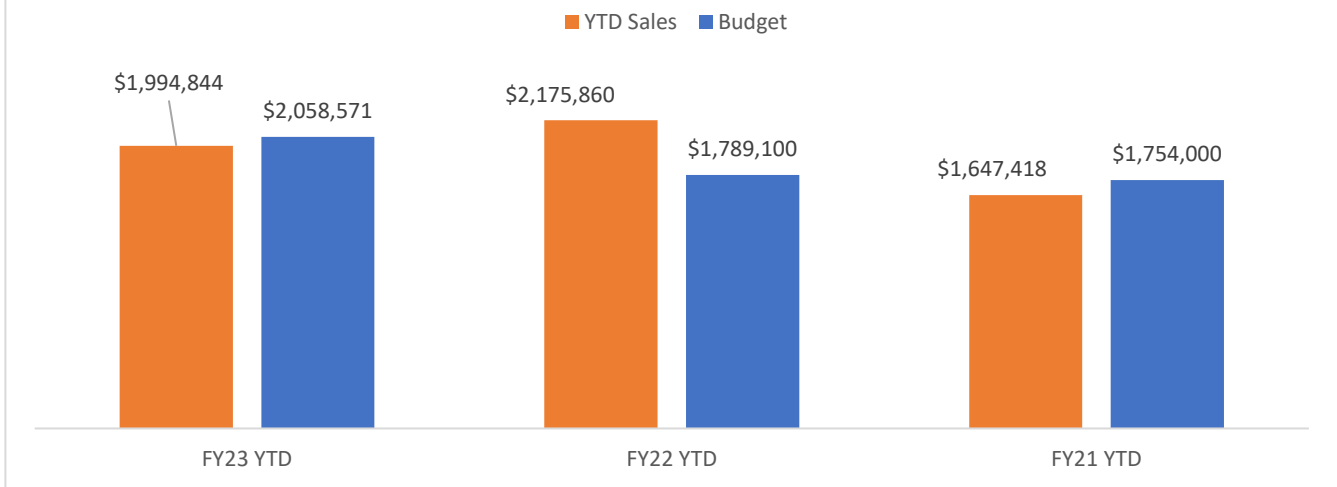
Revenue YTD totals \$2,155,073 or 97% of the \$2,210,571 budgeted for FY23. Total revenue for the same period last year was \$2,053,220.

Water Sales for the month total \$363,035. YTD water sales total \$1,994,844 or 97% of the \$2,058,571 budgeted for FY23.

WATER SALES - FY23 VS FY22 VARIANCE \$



Water Sales Actual vs Budget

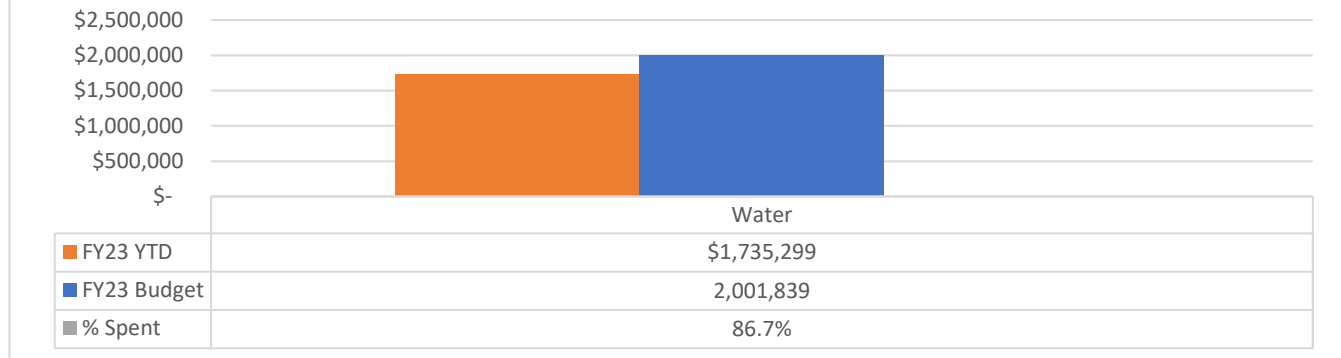


Meter installation revenue YTD totals \$5,300 or 53% of the \$10,000 budgeted for FY23.

Expenditures

Expenditures for the month total \$177,802. YTD expenditures for FY23 total \$1,735,299 or 87% of the \$2,001,839 budget.

Water Expenditures - Actual YTD vs FY23 Budget



Interest & Sinking Fund

Revenue

Ad Valorem Tax collections YTD total \$697,463 of the \$664,217 budgeted for FY23.

Expenditures

Expenditures including Bond Interest Payments and Agent Fees for the month total \$173,691

Capital Improvements Fund – (all accounts are restricted)**Cash Balance**

Water Impact Fee Balance is \$178,963.

Street Impact Balance is \$61,936.

American Recovery Acct. Balance is \$861,722.

Revenue

No new revenue other than monthly interest which is included in the balances above to report for the month.

Asset Seizure Fund**Cash Balance**

The Restricted Fund Balance is \$151,840.

Revenue

Seizure revenue for the month totals \$13,913.

Expenditures

Month expenditures to report is \$317

Summary

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

RESOLUTION NO. 511-102023

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF GARDEN RIDGE, TEXAS, DESIGNATING THE NEW
BRAUNFELS HERALD-ZEITUNG AS THE OFFICIAL
NEWSPAPER OF THE CITY OF GARDEN RIDGE.**

WHEREAS, the City of Garden Ridge, Texas, is required to cause to be published in a public newspaper, ordinances and other matters required by law or ordinance; and

WHEREAS, the governing body is directed to annually contract with a public newspaper serving the municipality to be the municipality's official newspaper as soon as practicable after the beginning of each municipal year; and

WHEREAS, the New Braunfels Herald-Zeitung is a daily publication which suitably fits the needs of the City of Garden Ridge for required publications and/or legal notices and receives distribution within the corporate city limits of Garden Ridge; and

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

New Braunfels Herald-Zeitung is designated as the official newspaper for the City of Garden Ridge, and this resolution shall take effect immediately upon its passage and approval by the City Council.

PASSED AND APPROVED ON this 10th day of October, 2023.

Robb Erickson
Mayor

ATTEST:

Marisa Spencer
City Secretary

Garden Ridge Community and Event Center
Monthly Report
September 1st thru September 30th 2023

Utilization (by Days)

FY 22-23	FY 21-22	FY 22-23	FY 21-22
(Current Month)	(Current Month)	(Year to Date)	(Year to Date)
23	20	286	271

Wildflower (Booked Current Month)	Bluebonnet (Booked Current Month)
10	13

Category Count (by Events)	(Current Month)	(Year to Date)
1. Resident / Non-Resident	7	74
2. City Chartered Non-Profit Organizations	3	31
3. Non-Profit Service Organizations	6	68
4. Non-Profit Associations	3	65
5. City Use	4	48



RICHARD McMAHAN

**On Behalf the Citizenry,
And In Recognition of Your Service and Sacrifice to the Community,
It Is A Privilege and Honor to Award You A Quilt of Honor.
Though We May Never Know the Extent of Your Efforts to Protect and
Defend Us,
As a gesture from a Grateful Community
We Award You This Quilt of Honor.**



Jack Steers
Representative
Cibolo Grange

Letter Of Support

To The Garden Ridge Police Department

On behalf of the members of the Cibolo Grange, #1541 and the citizens of Cibolo Texas we would like to express our appreciation and support for the efforts of the Garden Ridge Police Department in protecting and serving the members of our communities. In the midst of these difficult times for law enforcement, we would like you to know how much we appreciate the officers of your department for being there day after day, caring for and providing assistance for the members, not only of your community, but those from the surrounding communities as well who pass through your jurisdiction and your care. The dedication, expertise and professionalism of your officers speaks volumes about your department and the city of Garden Ridge. Once again Thank You.

Jack Steers
Jack Steers
President
Cibolo Grange

Dave Weaver
Dave Weaver
Secretary
Cibolo Grange



City Secretary

From: City Administrator
Sent: Wednesday, September 20, 2023 10:47 AM
To: City Secretary
Subject: FW: [EXTERNAL] THANK YOU - Pack the Bus School Supply Drive

Please put in the Council packet so I can comment on in Oct.



NANCY CAIN
CITY MANAGER

Office: 210-651-6632
Fax: 210-651-9638
administrator@ci.garden-ridge.tx.us
9400 Municipal Parkway
Garden Ridge, TX 78266
www.ci.garden-ridge.tx.us

From: Christine Watson <cwatson@cissct.org>
Sent: Wednesday, September 20, 2023 10:35 AM
To: Christine Watson <cwatson@cissct.org>
Subject: [EXTERNAL] THANK YOU - Pack the Bus School Supply Drive

Happy Wednesday – I hope this email finds you well. We want to extend our deep appreciation to you and your staff for being a collection site for school supplies. Your partnership in this event has allowed us to provide students the necessary tools to begin the school year with confidence and excitement.

On behalf of the thousands of students and families we serve – THANK YOU!



Christine Watson
Marketing and Events Manager
Communities In Schools of South Central Texas
161 S. Castell Ave | New Braunfels, TX 78130
830.620.4247 Ext.110 | cwatson@cissct.org
www.cis-sct.org



**Communities
In Schools**
South Central Texas



CONFIDENTIALITY NOTICE: This email communication and any attachments may contain confidential and privileged information for the use of the designated recipients named above. This transmission is strictly confidential. If you are not the intended recipient of this message, you may not disclose, print, copy or disseminate this information. If you have received this in error, please reply and notify the sender (only) and delete the message. Unauthorized interception of this email is a violation of the Electronic Communications Privacy Act, 18 U.S.C. §2510-2521.



Hereby Confers The Title of

Certified Municipal Clerk

upon

Marisa Spencer, CMC

who has completed the requirements prescribed by the
International Institute of Municipal Clerks for Certification.

(You must remain an active member for IIMC to recognize your CMC)

Certified This 11 Day Of September A.D. 2023

Mary Ann Hess

IIMC President

Chris Shalh

IIMC Director of Education

Administrative Operations and Upcoming Events*City Hall Office Hours*

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

Commission Vacancies

- We currently have vacancies on our Planning and Zoning Commission and Water Commission! City commissions assist the City Council with making decisions for the betterment of our community. Membership on these commissions is open to Garden Ridge residents who meet the qualifications detailed in Ordinance No. 210. Members serve without monetary compensation and are appointed by the City Council. To show your interest in serving on a commission, submit a volunteer interest form and resume through the City's website at <https://www.ci.garden-ridge.tx.us/106/Boards-Commissions>.

First Friday

- During the Texas Municipal League (TML) Annual Conference, the City of Garden Ridge received a prestigious Municipal Excellence Award in the City Spirit category for its First Friday events! This announcement came just in time to celebrate this achievement at First Friday on October 6th.
- Due to conflicts around the upcoming holiday season, there will be no First Friday for November, December, and January.

November Election

- The City of Garden Ridge is a polling location for the November uniform election date. The last day to register to vote is Tuesday, October 10th. Early Voting will be conducted in the City Council Chambers beginning on Monday, October 23rd through Friday, November 3rd. Election Day Voting will be conducted at the Community and Event Center on Tuesday, November 7th. For additional information about this election, visit the Comal County Clerk's Office Elections and Voter Registration website.

Communication Efforts

Garden Ridge Emergency Alert System: G.R.E.A.S. enhances the City's ability to communicate with residents during an emergency by sending direct notifications to your phone. Go to the City's website and click on the "Emergency Alerts" graphic button on the homepage to SIGN UP/MODIFY your communication preferences.

Notify Me: Stay up-to-date with general news and information from the City by subscribing to Notify Me email and text notifications. By signing up, you can receive automatic notifications for agenda postings, calendar events, general announcements, and other website updates. Go to the City's website and click on the "Emergency Alerts" graphic button on the homepage to SIGN UP/MODIFY your communication preferences.

Streaming of Meetings: City Council - 112 views / Commissions – 27 views

Public Information Act Summary	
Year	Number of Requests
2023	103
2022	166
2021	146
2020	207
2019	276
2018	225





POLICE DEPARTMENT MONTHLY BREAKDOWN

September 1 to September 30

Calls for Service

Dispatched: 228 City Ordinance: 102 (89 Water) False Alarms: 18

Arrests

- * 2 – Possession of a Controlled Substance PG2 (State Felony)
- * 1 – DWI Open Container
- * 1 – Unlawful Carrying of a Weapon

Traffic Enforcement

Crashes: 1 Citations: 248 Warnings: 103 Total: 351

Training

- * Ofc. McMahan - Effective Communication for Law Enforcement
- * Patrol Division- Less Lethal Shotgun Munitions & Taser Training
- * Lt. Bellinger & Ofc. McKenzie - Glock Armorers Course
- * Sgt. Thoemke – Drunk Driving, Contraband Control, ADA Compliance in Business, Generational Differences for Law Enforcement courses

Outreach Efforts

- * GRCPAAA Volunteer hours: 58.50
- * Coffee with the Cops (Monthly)
- * Pizza with the Police

Administrative Comments

- * Citizen's Patrol training held to include 13 new drivers
- * Still recruiting for new officers



City of Garden Ridge

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

MONTHLY PUBLIC WORKS REPORT

September 2023

Activities for the month

Public Works Tasks Completed: 530

Steven Steinmetz
Public Works
Director

Eric Lowman
Public Facilities
Foreman

Stanley Georg
Manuel Troncoso
Ryan Furgason
Andrew Klein

Ongoing Responsibilities

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

Upcoming Events

November Dumpster
Schedule

Nov. 4th. & 5th.

Nov. 11th. & 12th.

Nov. 18th. & 19th.

Nov. 25th. & 26th.

Storm Water Drainage Facility and Easement Maintenance

- Inspected 10 outfalls.
- Inspected 18 detention ponds.
- Stormwater public outreach: 2 message displayed on FM 2252 sign.
- Trash removed from Right of ways by volunteers: 25lbs
- Trash removed from Right of Ways by employees: 325lbs, Dumped Fridge w/ Spoiled Food
- Rain fall total : 0.09 in.

Street Maintenance

- Install Purple Heart Sign on Batcave Rd.
- Install sign base for PD monitoring site on Garden Ridge Dr.
- Fill pot holes on Forest Waters Circle.
- Fill pot holes on Old Nacogdoches Rd.

Parks Maintenance

- Replaced exercise station climbing ropes.
- Drag the ballfield four times.
- Repaired leaking water fountain.
- Replace see saw pads at Harvey Bell Park and Park Lane Park.
- Replace broken tree swing at Harvey Bell Park.
- Hosted Davenport Homecoming Parade.
- Install water hose reel.

City Facility/Property Maintenance

- Installed concrete slab for Christmas Tree.
- Received and inventoried Christmas Tree.
- Replace the weatherstripping on PD door.
- Clean the AC coils in the Library.
- Pump out the Public Works septic tank.

Equipment Maintenance

- Replaced bad relay on small bobcat.
- Replace battery on small bobcat.
- Rewire large equipment trailer.

Oak Wilt

- Had meeting with all affected parties.
- Turned in cost share request with Texas A&M Forestry Service.

Education

- Eric, Manny, Stanley, Ryan, and Andrew attended Chain Saw Safety/Maintenance Training.

Future Projects or Needs

- Sound system upgrades for the Community Center and Paul Davis Park.
- City Hall needs a new chiller plant.
- More storage space required.
- Covered equipment storage.

Animal Services Monthly Activities

- 7 deer carcasses were disposed of, which makes for the year 64.
- 4 live trap loaned out this month, 21 trap loaned out year-to-date .
- 264 registered/reregistered animals for the year.
- 0 Nuisance complaints received.
- 0 Animal reported bites.

Adoptions

- 0 Dog; 3 year-to-date.
- 0 Cats; 2 year-to-date.

Returned To Owners

- 3 Dogs; 26 year-to-date.
- 0 Cats; 0 year-to-date.

Transferred To Other Agencies

- 1 Dogs for month; 8 year-to-date.
- 1 Cats for month; 6 year-to-date.

Currently In City Care

- 4 Dogs; 5 Kittens; 4 Cats

Ready For Adoption

- 3 Dogs; 1 Cat



Year to Date Wildlife Report

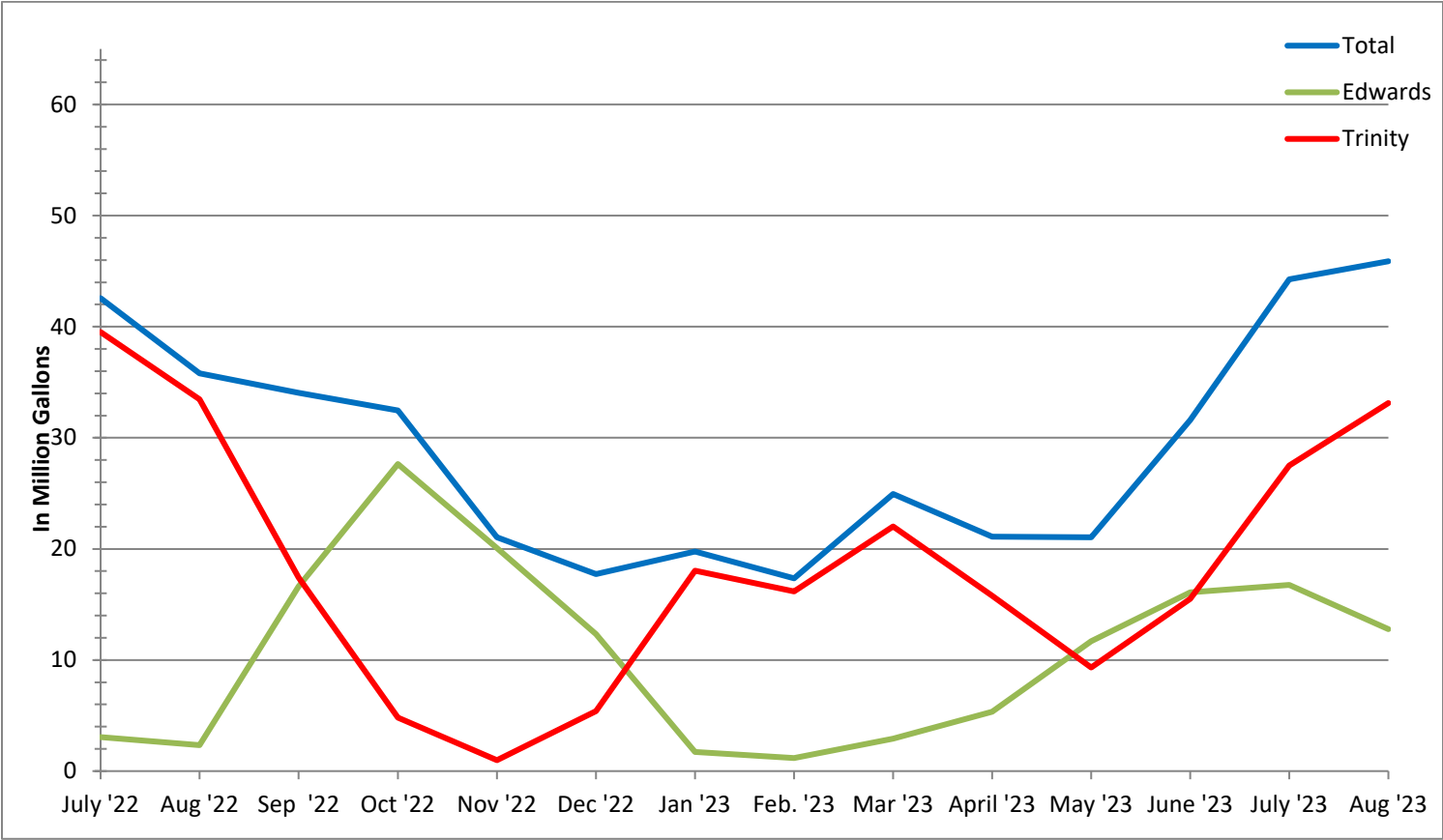
	Jan	Feb.	Mar	Apr.	May	Jun	Jul	Aug.	Sep.	Oct	Nov	Dec.	Total
Deer	4	2	12	6	11	15	5	7	9				71
Raccoons	2	9	3	3	7	9	5	6	2				46
Opossums	2		7	3	5	4	3	1	6				31
Skunks	11	5	3	1	3		4	1	4				32
Wild hogs					8				8				16
Turtles					1								1
Squirrels		1	4	7	3	6		4	3				28
Foxes		1		1				4					6
Armadillos	3		2	1	1	4		1					12
Hawks			1										1
Bats			1										1
Coyotes													
Buzzards	1		1						1				3
Ringtails			1		1								2
Snakes				1	2	2	1						6
Duck			1										1
Porcupine								1					1
Rabbit	1												1
Totals	24	18	36	23	42	40	13	27	33				254



Utilities Department Report

As of September 30, 2023

City of Garden Ridge Aquifer Usage

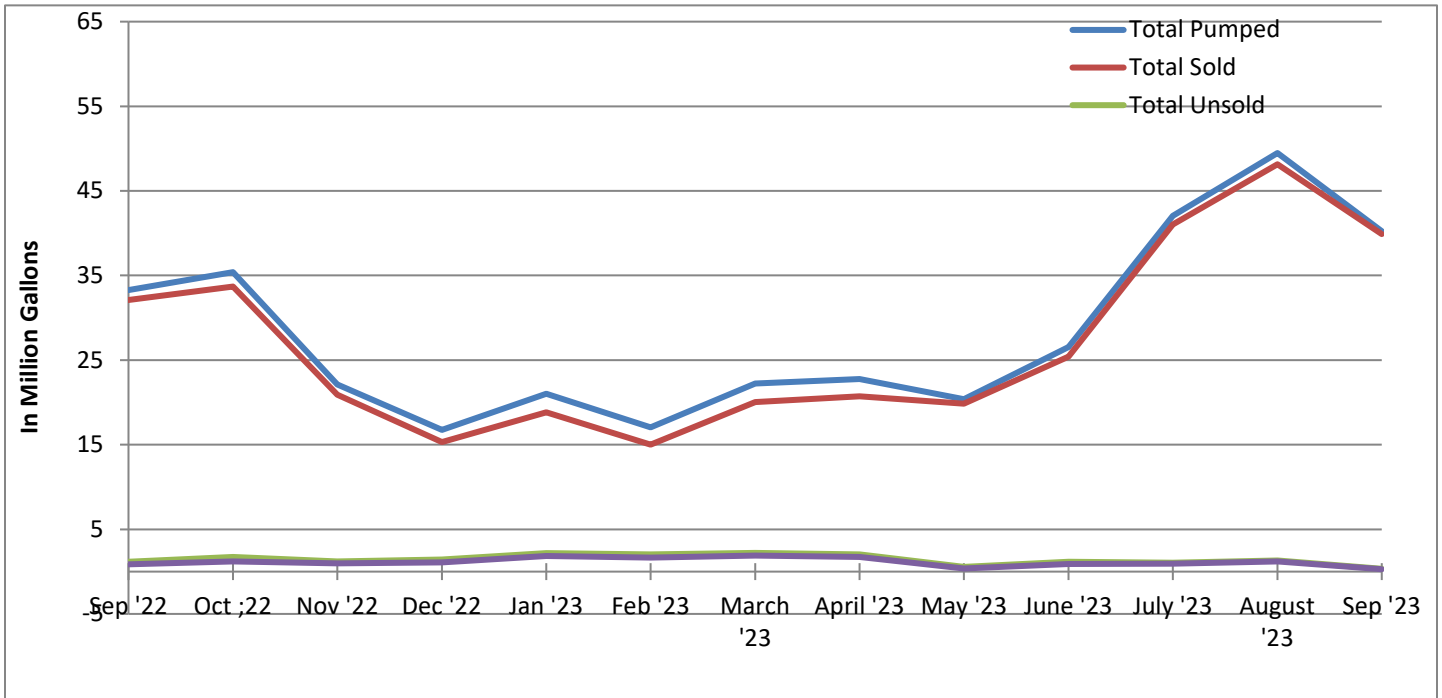


	Month:	Year:	Available:	Stage:
Edwards Well Usage AC/FT:	34.98	245.11	235.11	4
Trinity Well Usage AC/FT:	88.32	571.56	N/A	0

Water Quality

Backteriological Samples	Due :	Missed :	Passed :	Failed :
Distribution Samples :	6	0	6	0
Speacial Samples :	0	0	0	0
Chlorine Residual Test:	30	0	30	0

2022 – 2023 Pumping Report



	Total Pumped (Thousands)	Total Sold (Thousands)	Total Unsold (Thousands)	Unaccountable Unsold (Thousands)	Unaccountable Unsold %
Sep '22	33,266	32,087	1,179	879	2.6%
Oct '22	35,400	33,684	1,716	1,204	3.4%
Nov '22	22,132	20,924	1,208	988	4.5%
Dec '22	16,749	15,305	1,444	1,094	6.5%
Jan '23	21,033	18,840	2,193	1,843	8.8%
Feb '23	17,052	15,007	2,045	1,645	9.6%
Mar '23	22,232	20,020	2,212	1,895	8.5%
April '23	22,754	20,702	2,052	1,742	7.7%
May '23	20,386	19,834	5,526	362	1.8%
June '23	26,548	25,389	1,159	909	3.4%
July '23	42,053	41,019	1,034	944	2.0%
August '23	49,472	48,143	1,329	1,203	2.4%
September '23	40,223	39,889	334	284	0.7%
Yearly Average	27,825	26,988	1,802	1,153	4.8%
	Yearly national average				16%

Utilities Department Monthly Activities:

New Installed Meters	0	Work Orders	280
Meter Replacements	0	Locates	41
City Owned Leaks	0	Irrigations Permits Issued	0
Meters Read	1696	Total Rebates	0
Meter Tests	0		

AMI Information

	Aug.	Sep.			Aug.	Sep.		
Total AMI Notifications	1705	1641	↓	64	Abnormal Usage	181	223	↑ 42
Automatic Draft Customers	693	691	↓	2	Continuous Flow	102	104	↑ 2
AMI Customer Portal Profiles	771	786	↑	15	Leak Info Code	166	127	↓ 39
E-Billing Customers	404	407	↑	3	Usage Trend	339	304	↓ 35

Stage 2 restriction alerts

September alerts 883

Down 35 from August

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

Leak Adjustments

New Requests	14	Waiting for Customer	1	Approved	1	Amount Approved	71.32	Denied	1	Sent to Water Commission	0
--------------	----	----------------------	---	----------	---	-----------------	-------	--------	---	--------------------------	---



Garden Ridge Library

Volume VII, Issue 1
October 10, 2023

Monthly Library Update

By Linda Crosland, Library Director

For leisure, for learning, for life!

Upcoming Activities for October

Children's Activities

Tuesdays, **Lego Robotics**, 3:15-4:15 pm

Wednesdays, **Mad about Science Club**, 3:15-4:15

Lego Robotics for Home Schoolers, 10:30-11:30 am

Thursdays, **MakerSpace**, 3:15-4:15 pm

Fridays, **Preschool Storytime**, 10:30 am with **Stay & Play** immediately following

Adults' Activities

1st Tuesdays, Cards for Troops, 1:00 PM

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

Thursdays, Adult Coloring, 1:00 PM

Special Activities

Solar Eclipse Watching Party, October 14, 10:30 am—1:00 pm

Lunch-n-Learn, October 19, 12:00 Noon, "Water Conservation & Rain Catchment."

Car Show Kids Corner, October 21, 10:00 am—3:00 pm

Trunk or Treat, October 31, 5:30-7:30 pm

Department Statistics for September

Visits to the Library	1,427
Items Checked Out	2,735
\$ Saved by checking out hardcopy books	
during month	\$14,550.10
\$ Saved by using Libby	\$19,175.50
New Patrons Added	11
New Items Added, Physical books	93
-Libby Books + Libby Advantage	
-SimplyE	1,448
Volunteer Hours	159

Activity Statistics

Children's Preschool Storytime	90
Children's Lego Robotics & Kid Crafts	27
Adult Classes—Coloring, Graceland,	
Book club, crafts, Lunch-n-Learn	61
Interactive Movie Night	61

Activity Totals 239

**Fall is upon us; you can feel that
crisp 96 degree nip in the air!**

SOLAR ECLIPSE

Saturday, October 14, 2023

- ▶ Garden Ridge Library 10:00 – 1:00 pm
- ▶ Fun for the whole family
- ▶ Make your own hand-held solar viewer
- ▶ Pizza will be provided!!
- ▶ SIGN UP TODAY



KIDS CORNER

at the Car Show



*Join us at the
library
Fun! Fun!
Fun!*

October 21
10-2pm



Garden Ridge Library

Garden Ridge Library invites you to

TRUNK OR TREAT

OCT 31
5:30pm-7:30pm

**Garden Ridge
Elementary
Parking Lot**





memorandum

To: Garden Ridge City Council
From: Trihydro Corporation
cc: Ms. Nancy Cain, City Administrator, City of Garden Ridge
Date: October 2, 2023
Re: Engineering Report for October 2023 Council Meeting

FM 2252 TxDOT Project

- Construction along FM 2252 is 46% complete

City of Garden Ridge Sewer System

- Force main discharge
 - Revisited the utilization of City of Schertz sewer mains to serve the City

Land Development Projects

- Potential Developments: The City Engineer has responded to inquiries from developers regarding potential development projects along FM 2252.

00000-000-0000



FM 2252 WATER LINE RELOCATION

Comal County, TX
October 10, 2023



**GARDEN
RIDGE**

Naturally Home.

PROJECT SITE OVERVIEW



WATER LINE INSTALLATION



Water Line

Approximately STA. 231+47 to STA.
231+87



Encased Water Line

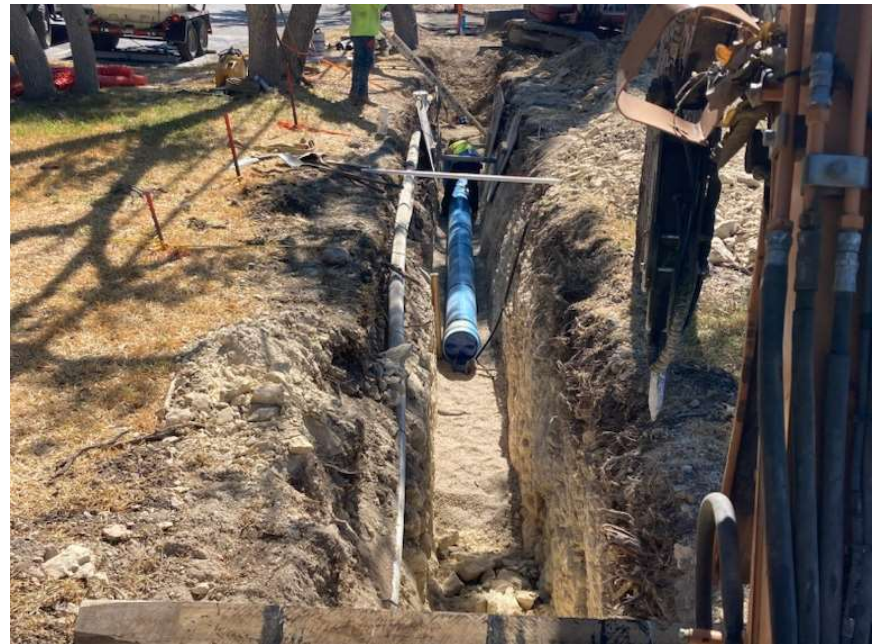
Approximately STA. 230+97 to STA.
231+27

WATER LINE INSTALLATION (CONT.)



Existing Underground Conditions

Approximately STA. 230+53 to STA.
230+93



Water Line

Approximately STA. 230+53 to STA.
230+93

WATER LINE INSTALLATION (CONT.)



Encased Water Line

Approximately STA. 229+53 to STA.
229+93



Backfilled Encased Water Line

Approximately STA. 229+53 to STA.
229+93

WATER LINE INSTALLATION (CONT.)



PVC Encasement

Approximately STA. 228+56 to STA.
228+94



Encased Water Line

Approximately STA. 228+56 to STA.
228+94

WATER LINE INSTALLATION (CONT.)



Current Location

Approximately STA. 228+52



**Bored 24-inch Steel Casing Under
Hickory Bend**

Approximately STA. 226+58 to STA. 227+10

CONSTRUCTION SCHEDULE

	YEAR	2023																												2024							
		MONTH		MAY		JULY		AUGUST				SEPTEMBER				OCTOBER				NOVEMBER				DECEMBER				JANUARY				FEBRUARY					
#	ACTIVITIES DESCRIPTION	15-19	17-21	24-28	31-4	7-11	14-18	21-25	28-1	4-8	11-15	18-22	25-29	2-6	9-13	16-20	23-27	30-3	6-10	13-17	20-24	27-1	4-8	11-15	18-22	25-29	1-5	8-12	15-19	22-26	29-2	5-9	12-16	19-23	26-29		
1	Pre-Construction May 17, 2023	x	x																																		
2	Submittals																																				
3	SWPPP																																				
4	Traffic Control																																				
5	12" PVC C909 Water Main																																				
6	24" Bore with Steel Casing																																				
7	24" Steel Split Casing																																				
8	Abandone & Remove Existing Water Lines																																				
9	Repair Asphalt Driveway																																				
10	Repair Concrete Structure																																				
11	Revegetation																																				

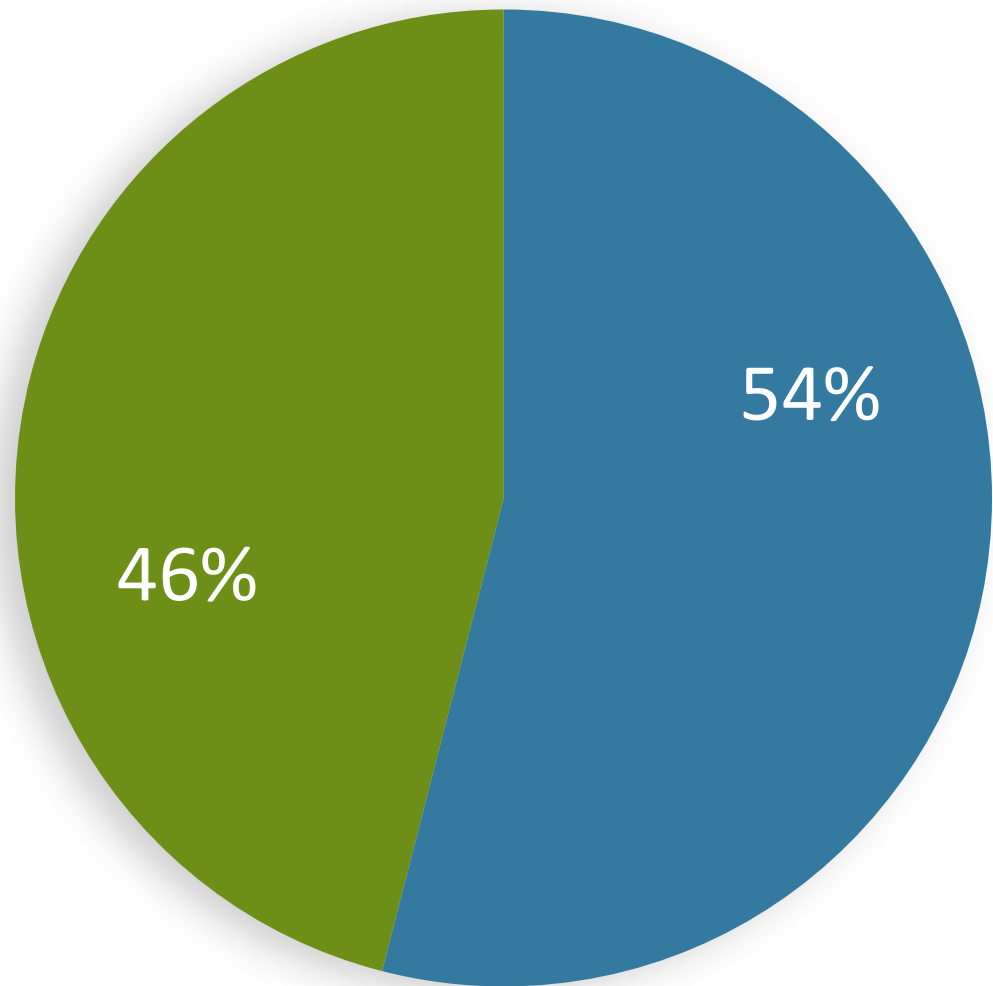
PERCENTAGE OF WORK

46%

Project completion to
date.

54%

Project completion
required to finish.



Questions?

WHAT

WHY

WHERE

WHEN

WHO

HOW

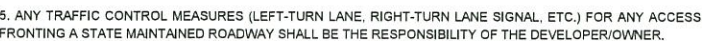


1. THE CITY OF SAN ANTONIO, AS PART OF ITS ELECTRIC AND GAS-CITY PUBLIC SERVICE BOARD (CPS ENERGY) - IS HEREBY DEDICATED EASEMENTS RIGHTS-OF-WAY FOR UTILITY, TRANSMISSION AND DISTRIBUTION INFRASTRUCTURE AND SERVICE FACILITIES IN THE AREAS DESIGNATED ON THIS PLAN AS "ELECTRIC EASEMENT", "ANCHOR EASEMENT", "SERVICE EASEMENT", "OVERHANG EASEMENT", "UTILITY EASEMENT", "GAS EASEMENT", "TRANSFORMER EASEMENT", "WATER EASEMENT", "SANITARY SEWER EASEMENT" AND/OR "RECYCLED WATER EASEMENT" FOR THE PURPOSE OF INSTALLING, CONSTRUCTING, RECONSTRUCTING, MAINTAINING, REMOVING, INSPECTING, PATROLLING, AND ERECTING UTILITY INFRASTRUCTURE AND SERVICE FACILITIES FOR THE REASONS DESCRIBED ABOVE. CPS ENERGY SHALL ALSO HAVE THE RIGHT TO RELOCATE SAID INFRASTRUCTURE AND SERVICE FACILITIES WITHIN EASEMENT AND RIGHT-OF-WAY AREAS, TOGETHER WITH THE RIGHT OF INGRESS AND EGRESS OVER GRANTOR'S ADJACENT LANDS FOR THE PURPOSE OF ACCESSING SUCH INFRASTRUCTURE AND SERVICE FACILITIES AND THE RIGHT TO REMOVE FROM SAID LANDS ALL TREES OR PARTS THEREOF, OR OTHER OBSTRUCTIONS WHICH ENDANGER OR MAY INTERFERE WITH THE EFFICIENCY OF GAS, AND/OR ELECTRIC INFRASTRUCTURE AND SERVICE FACILITIES, NO BUILDINGS, STRUCTURES, CONCRETE SLABS, OR WALLS WILL BE PLACED WITHIN EASEMENT AREAS WITHOUT AN ENCROACHMENT AGREEMENT WITH THE RESPECTIVE UTILITY.
2. ANY CPS ENERGY MONETARY LOSS RESULTING FROM MODIFICATIONS REQUIRED OF CPS ENERGY INFRASTRUCTURE AND SERVICE FACILITIES, LOCATED WITHIN SAID EASEMENTS, DUE TO GRADE CHANGES OR GROUND ELEVATION ALTERATIONS SHALL BE CHARGED TO THE PERSON OR PERSONS DEEMED RESPONSIBLE FOR SAID GRADE CHANGES OR GROUND ELEVATION ALTERATIONS.
3. THIS PLAN DOES NOT AMEND, ALTER, RELEASE OR OTHERWISE AFFECT ANY EXISTING ELECTRIC, GAS, WATER, SEWER, DRAINAGE, TELEPHONE, CABLE TV EASEMENTS OR ANY OTHER EASEMENTS FOR UTILITIES UNLESS THE CHANGES TO SUCH EASEMENTS ARE DESCRIBED HEREON.

THE OWNER OF THE LAND SHOWN ON THIS PLAT AND WHOSE NAME IS SUBSCRIBED
HERETO, AND IN PERSON OR THROUGH A DULY AUTHORIZED AGENT, HEREBY DEDICATES
TO GARDEN RIDGE, TEXAS, FOR THE USE OF THE PUBLIC FOREVER ALL STREETS, ALLEYS,
PARKS, WATER COURSES, DRAINS, EASEMENTS, IN ALL OF THE AFORESAID PUBLIC PLACES
AND ALL OTHER PUBLIC PLACES THEREON SHOWN FOR THE PURPOSE AND
CONSIDERATION THEREIN EXPRESSED.



SHEET 1 OF 1



1. DATE OF PLAT PREPARATION: 08/30/2023
2. BEARING ORIENTATION IS BASED ON THE TEXAS COORDINATE SYSTEM OF 1983, SOUTH CENTRAL ZONE 4204.
3. THIS PROPERTY LIES IN UNSHADED ZONE "X", AS DELINEATED ON THE FLOOD INSURANCE RATE MAP FOR COMAL COUNTY, TEXAS AND INCORPORATED AREAS, MAP NO. 48091C0485F, MAP DATED SEPTEMBER 02, 2009.
4. THE PROPERTY IS LOCATED OVER THE EDWARDS AQUIFER TRANSITION ZONE.

ROBERT A. HARPER, R.P.L.S.
SUMMIT GEOMATICS, INC.
4603 N STAHL PARK, SUITE 103
SAN ANTONIO, TX 78217

DATE _____



X:\03_Summit_Projects\2023-Projects\23.0072_Lajjos_19186FM2252_GardenRidge\03_Finals\01_CAD\TheRevivalPlot1(C).dwg, 8/30/2023 4:10 PM, rharp

WATER COMMISSION TERMS OF OFFICE

Name	Place	Appointment & Expiration	Appointment & Expiration	Appointment & Expiration	Appointment & Expiration	Appointment & Expiration
William Pohl	1	January 2023 September 2024				
Dr. Richard Carmichael	2	December 2019 September 2021	October 2021 September 2023			
Don Stone	3	April 2021 September 2022	October 2022 September 2024			
Vacant	4	Term Expires September 2024				
James Mueller (Appointed Chair April 2021-current)	5	October 2019 September 2021	October 2021 September 2023			
Keven Harshbarger (Appointed Vice-Chair October 2019-current)	6	October 2015 September 2017	October 2017 September 2019	October 2019 September 2021	October 2021 September 2023	
Vacant	7	Term Expires September 2024				

(P)= Partial term of less than ½ the term remaining

MEMO

TO Mayor Erickson and City Council
FROM City Manager Cain
DATE October 2, 2023
SUBJECT Community and Event Center Rental Agreement



The Rental Agreement for the Jay F. Feibelman Garden Ridge Community and Event Center has not been updated in several years. Usage of the facility continues to increase and has prompted the need for minor revisions to the rental agreement. All forms and fee schedules have been incorporated as Schedules to the Rental Agreement.

The most significant revision to the Rental Agreement itself is to Section 5. Electronic Equipment Usage Fee. What used to be a refundable deposit changes to a non-refundable fee for usage of the electronic equipment available at the Center. If electronic equipment is damaged or there is a loss of equipment, the Renter will forfeit their security deposit. If the deposit is insufficient to cover damage or loss, the Renter is liable for the amount exceeding the deposit.

Schedule "A" Procedures and Guidelines sees a few additions, which are highlighted on the attached Schedule "A". The Rate Schedules and Usage Categories see the most revisions. With the increased usage of the facility comes increased expenses associated with utilities, cleaning, supplies, and maintenance. The fee for Setup of Table/Chairs, clean up and trash take out increases \$50 for all usage categories. A \$50 fee for stage removal/relocation is added for all usage categories.

Residential rate increases:

- Wildflower Room - Hourly Rate increases \$25, Whole Day rate increases \$300, Additional Hours rate increases \$25, Adding Bluebonnet Room to rental increases \$50.
- Bluebonnet Room – No increases

Non-Residential rate increases:

- Wildflower Room – Hourly Rate increases \$25, Whole Day rate increases \$300, Additional Hours rate increases \$25, Adding Bluebonnet Room to rental increases \$50.
- Bluebonnet Room – No increases

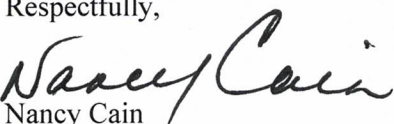
Usage Categories Schedule has been revised with some refining of Categories and adjustment of fees:

- Special Event Rate for Categories 2 and 3 see a \$100 per day charge for their respective days limit per event.
- Categories 3 and 4 see a reduced electronic usage fee of \$50 and stage relocation/removal fee.
- Categories 3 and 4 see a \$5 increase for the usage of the Bluebonnet Room and a \$10 increase to include usage of the kitchen.

The proposed revised Agreement has been reviewed and approved as to form by the City Attorney. It is recommended that the revisions to the Garden Ridge Community and Event Center Agreement, to include Schedule A and Schedule B, be approved and become effective October 11, 2023.

Please feel free to contact me should you have any questions or desire to discuss further.

Respectfully,


Nancy Cain
City Manager





CITY OF GARDEN RIDGE
JAY F. FEIBELMAN GARDEN RIDGE COMMUNITY AND EVENT CENTER
Location: 9500 Municipal Parkway, Garden Ridge, Texas 78266
Mailing: 9400 Municipal Parkway, Garden Ridge, Texas 78266
(210) 843-0509

RENTAL AGREEMENT

THIS RENTAL CONTRACT, hereinafter termed "Agreement", is entered into on the _____ day of _____, 20____, by and between the City of Garden Ridge, Texas, a municipal corporation ("CITY") and _____, hereinafter referred to as "RENTER".

- 1. PREMISES/EVENT.** RENTER agrees to lease the Jay F. Feibelman Garden Ridge Community and Event Center ("Facility") for the period(s) of time and for the purpose(s) ("Event") stated below:

Term of Lease shall begin: _____, 20____ a.m./p.m. to _____ a.m./p.m.

Event will begin: _____, 20____ a.m./p.m. to _____ a.m./p.m.

Prior day set up date/time: _____, 20____ a.m./p.m. to _____ a.m./p.m.
(if applicable)

Day after clean up date/time: _____, 20____ a.m./p.m. to _____ a.m./p.m.

Rental Area: Wildflower Room: ☐ Bluebonnet Room: ☐ Kitchen: ☐

Pavilions: ☐ Concession Room: ☐

Type of Event: _____

Number Attending Event: _____

Will alcohol be present at Event? ☐ Yes ☐ No

Will alcohol be present during set up of Event? ☐ Yes ☐ No

Will alcohol be present during clean-up of Event? ☐ Yes ☐ No

Set Up Tables and Chairs/Clean Up and Remove Trash: \$ _____

Electronic Usage Fee: \$ _____

Stage Relocation/Removal: \$ _____

Security Deposit: \$ _____

Total Rental Fee: \$ _____

2. **RESTRICTIONS.** The Agreement granted hereunder is subject to all terms, conditions and restrictions set forth in this Agreement and in the Procedures and Guidelines attached hereto as Schedule “A” and incorporated herein by reference for all purposes. Any violation or disregard of any of the terms, conditions or restrictions set forth herein shall be grounds for immediate revocation of this Agreement and cancellation of any or all Event(s), in the sole discretion of the City Manager.
3. **RENTAL FEES.** Rental fees (“Rental Fees”) are assessed by type, classification, and length of Event as provided for in the Community and Event Center Fee Schedules, attached as Schedule “B” and incorporated herein for all purposes. Rental Fees are payable to the CITY fourteen (14) calendar days prior to the Event. **Failure to pay all Rental Fees by the required date will result in automatic cancellation of the Event and forfeiture of the Security Deposit (defined below).**
4. **SECURITY DEPOSIT.** In addition to the Rental Fees, all RENTERS will be charged a Security Deposit depending on the use of the Facility. The Security Deposit must be paid in full to secure the rental date and Facility requested.

This deposit covers damage and clean-up of the Facility. The security deposit is refundable only if the Facility is left in a condition as described in the facility use guidelines, attached as Schedule “A” and incorporated herein for all purposes. An authorized CITY employee will inspect the Facility for cleanliness and damage within twenty-four (24) hours of the conclusion of the Event. The CITY employee’s determination regarding cleanliness and damage is final. Any refundable security deposit will be mailed to the RENTER within fourteen (14) days following the Event.

If cancelled in writing, the Security Deposit is refundable as follows:

Ninety (90) days or more notice, 100% refund.

Eighty-nine (89) days to thirty (30) days’ notice, 75% refund.

Twenty-nine (29) days to fourteen (14) days’ notice, 25% refund.

Thirteen (13) days to day of Event notice, no refund.

5. **ELECTRONIC EQUIPMENT USAGE FEE.** An electronic equipment usage fee will be charged for the use of any electronic equipment provided by the CITY. An authorized CITY employee will inspect the electronic equipment for damage or loss of equipment within twenty-four (24) hours of the conclusion of the Event. If the CITY employee’s determination is there is damage to the equipment or loss of equipment the RENTER will forfeit the security deposit. If the Security Deposit is insufficient to cover the total cost of damages or loss the RENTER shall be liable for such excess and agrees to pay the amount of such excess upon demand. The CITY shall send RENTER an invoice showing such amount due and RENTER shall pay within thirty (30) days of receipt.

6. POLICE SECURITY. The CITY reserves the right to require one or more certified Police Officers to be present at an Event at the expense of the RENTER. The City Administrator or designated representative will determine the number of Police Officers required for an Event. The Community and Event Center Manager will coordinate security arrangements with the Garden Ridge Police Department ("GRPD").

- a. Certified Police Officers are required when alcohol is present during the terms of this Agreement or as deemed necessary by the size and type of the Event.
- b. Police Officers will remain on the premises at all times during the terms of this Agreement.
- c. The GRPD shall schedule Police Officers for all required Events. In the event GRPD Police Officers are not available, GRPD may schedule Police Officers from an outside entity.
- d. If RENTER requests Police Officers from an outside agency, the Chief of Police or designated representative must approve such Police Officers from the outside agency.
- e. The parties acknowledge and agree that the CITY shall not be responsible for the actions and safety of RENTER or any of RENTER'S guests, patrons, or anyone else coming upon the Premises as a result of the Event, including without limitation protecting such persons from injury or death and protecting RENTER'S property or the property of such persons from loss or damage.
- f. The CITY reserves the right to cancel the Event at any time prior to or during the Event for failure to comply with the terms of this section. Any decision to cancel an Event for failure to comply with security requirements is final. Cancellation of an Event pursuant to this section of the Agreement shall not be considered a breach of this Agreement.

7. LIABILITY FOR DAMAGES. The CITY shall be authorized to retain any portion of the Security Deposit as shall be necessary to pay the actual costs of repair or replacement of any and all damages sustained in or on the Premises during or in connection with the Event. If the Security Deposit is insufficient to cover the total cost of damages, RENTER shall be liable for such excess and agrees to pay the amount of such excess upon demand. In the event it is not feasible to calculate the total cost of damages within twenty-four (24) hours after the conclusion of the Event, the CITY shall calculate the amount of excess damages after that date and shall send RENTER an invoice showing such amount, which RENTER shall pay within thirty (30) days of receipt.

- 8. INSURANCE.** If an admittance fee or any other charge for attendance is required for entry to an Event, the RENTER must provide the CITY with a Commercial General Liability insurance policy written on an occurrence basis and with a combined single limit of not less than \$100,000 to cover the Event. The CITY shall be named as an additional insured. A certificate of insurance meeting the requirements of this paragraph must be delivered to the CITY not later than fourteen (14) days prior to commencement of the Event. Failure to timely comply with this requirement shall authorize the CITY to cancel this Agreement and retain the Security/Clean Up Deposit.
- 9. INDEMNITY.** RENTER agrees to and shall indemnify, save and hold the CITY harmless against all claims, demands, suits, costs and expenses, including reasonable attorney's fees, arising out of or in a way connected with staging of the Event, including but not limited to, any property damage, personal injury or death sustained by anyone coming upon the Premises as a result of or for the purpose of attending the Event. This Indemnity and Hold Harmless Agreement shall apply whether such loss, injury or damage is caused in part by the Complex, the CITY, its officers, directors or employees, unless caused by their gross negligence and/or willful misconduct. It is the express interest of the parties that, by the terms hereof, the Complex and the CITY may be indemnified for the consequences of its own negligence (other than gross negligence).
- 10. COMPLIANCE WITH LAWS, RULES AND REGULATIONS.** RENTER and its officers, directors, employees, agents, patrons, customers and guests and anyone coming upon the Premises as a result of or for the purpose of attending the Event shall comply with all Federal, State, and CITY laws and ordinances, as well as all rules and regulations provided by the CITY to regulate behavior at the Premises. RENTER and its patrons, customers, guests, directors, employees and agents shall observe all posted signs on the Premises at all times. Anyone who violates or persists in violating any such laws, ordinances, rules or regulations may, at the CITY'S discretion, be removed from the Premises.
- 11. LICENSES AND PERMITS.** Except as otherwise expressly provided herein, RENTER shall be responsible for providing all required taxes, excise or license fees required by any governmental authority to conduct the Event.
- 12. NON-ASSIGNMENT.** RENTER may not transfer or assign this Agreement, sublease the Premises, or allow use of the Premises other than as herein specified, without the express written consent of the CITY.
- 13. CONTROL OF PREMISES AND RIGHT TO ENTER.** In permitting RENTER to use the Premises under this Agreement, it is understood by the parties that the CITY does not relinquish the right to control the management thereof and to enforce all necessary rules and regulations. Duly authorized representatives of the CITY may enter the Premises, or any part thereof, at any time, and on any occasion without restrictions whatsoever by RENTER.
- 14. PLACE OF PERFORMANCE.** This Agreement is governed by the laws of the State of Texas and all obligations under this Agreement are performable in Comal County, Texas.

15. OCCUPANCY INTERRUPTION. In the event that the CITY, due to conditions beyond its control, such as building damage caused by fire, tornado, windstorm, vandalism, civil tumult, riots, or any other act over which the CITY has no control, should find it impossible to provide the Premises as contracted herein, the CITY may cancel this Agreement and shall refund any prepaid charges to RENTER but shall have no other liability to RENTER on account of such cancellation.

16. RENTER, by signing this Agreement, hereby certifies that all information contained in this Agreement, the application and acknowledgement forms relating to said Agreement is true and correct, and RENTER further agrees and acknowledges that failure to provide true and correct information may result in cancellation of the event.

17. ENTIRE AGREEMENT. This Agreement constitutes the entire agreement between the CITY and RENTER. No other agreement, statement, or promise relating to the subject matter of this Agreement which is not contained in this Agreement or incorporated by reference in this Agreement shall be valid or binding.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement in the year and day first above written.

CITY OF GARDEN RIDGE, TEXAS:

RENTER:

By: _____

By: _____

Printed Name: _____

Printed Name: _____

Printed Title: _____

Address: _____

Phone #: _____

Email Address: _____

SCHEDULE “A”

PROCEDURES AND GUIDELINES

HOURS OF OPERATION: The Jay F. Feibelman Garden Ridge Community and Event Center cannot be utilized prior to 6:00 a.m. and all events must conclude in ample time to vacate the facility by 12:00 a.m. Vacating of facility by 1:00 a.m. may be allowed if requested and a fee of \$150.00 is paid two weeks in advance of the event.

MUSIC AND NOISE: All doors in the Community and Event Center must remain closed, except ingress/egress, while music is being played or sound amplification equipment is being utilized. After 11:00 p.m. all music and noise from sound amplification equipment must not exceed 60db, as measured at a point outside of the Center’s front doors with the door closed.

CAPACITY OF THE BUILDING: The *Wildflower Room* capacity is limited to 600 people. The *Bluebonnet Room* capacity is limited to 40 people.

ALCOHOL: The serving or consumption of alcohol is prohibited unless a Certified Police Officer/s are present during the event. **Serving to or consumption of alcohol by a minor is prohibited even in the presence of the parent or guardian of the minor.**

SMOKING: Smoking **and vaping** is prohibited in the Jay F. Feibelman Garden Ridge Community and Event Center.

CHAPERONES: One (1) Chaperone per twenty-five (25) minors must be present and responsible for the activities at each event which predominately consists of minors.

BARBECUING: Barbequing is allowed. The pit or cooking unit must be a minimum of ten (10) feet from the building and cannot be located under covered pavilions.

DECORATIONS: All decorations, streamers, etc. will be secured on provided hardware located on the walls in the *Wildflower Room*. Tape, nails, staples, or any other penetration fasteners are prohibited. Decoration requirements must be coordinated through the City’s representative.

RECEPTIONS/PARTIES: Rice, birdseed, glitter, confetti cascarones, confetti filled products, silly string, **fireworks, and sparklers** are prohibited from being used at the Jay F. Feibelman Garden Ridge Community and Event Center.

KEYS: Keys will be available and must be picked up at a time scheduled with the City’s representative at the Community and Event Center. City personnel may not be available after hours or on weekends to issue keys. At the end of the event the keys will be left at the Community and Event Center following the guidelines for securing the building. A \$25.00 fee will be deducted from the security deposit if the keys are removed from the facility following the event. Keys are not to be duplicated.

PARKING: No parking of vehicles and/or trailers allowed under any of the covered pavilions.

NSF FEES: A \$30.00 charge will be applied to all returned checks and the event is subject to cancellation.

USER understands that no food products or grease can be deposited in any sink in the Jay F. Feibelman Garden Ridge Community and Event Center. Food products or grease deposited in any sink may result in the forfeiture of the deposit.

USER understands and agrees that the Mayor, City Manager, or the City Representative is the final authority on matters pertaining to this agreement and such decisions are final and must be authorized in writing.

THE CITY reserves the right to modify or adjust rates as necessary to tailor facility for individual or unique uses. The City reserves the right to refuse rental of the Jay F. Feibelman Garden Ridge Community and Event Center.

USER's initial indicates understanding and agreement with these provisions. _____

PRINT NAME: _____

SCHEDULE "A"

ALCOHOL EVENT

The Renter must adhere to posted Procedures and Guidelines during Event. Failure to follow the Procedures and Guidelines will result in the event being closed down by the Garden Ridge Police Department or designated City employee.

Guidelines for Cleaning of Facility after Event

The condition of this facility and grounds of the facility after your event will determine if any portion of the Security Deposit will be refunded.

- Leave tables and chairs set up for inspection.
- Wipe clean any stains and spots from tables and chairs.
- Clean the kitchen (counters, stove, refrigerators, microwave, and floors).
- Remove all decorations and personal possessions inside and outside.
- Remove all trash inside and outside and put it into the outside trash container.
- Sweep any debris from floors and mop any spills.
- Remove all debris from the grounds and parking lot that may have been left by your guests.
- Check that all water faucets have been turned off.
- Turn off all lights and fans and all A/C units to 78*.
- Secure the building and leave keys inside, as instructed.

Keys Received:

Kitchen/Concession Room	_____
Front Door	_____
Entry Doors	_____
Other: _____	_____
Bluebonnet Room	_____

Date of Event: _____ **Term of Lease:** _____

Person of Responsibility (for the event): _____

Phone Number: _____

If needed, contact Community and Event Center Manager Kim Ryan at 210-843-0509 (cell)

SCHEDULE “A”

NO ALCOHOL EVENT

The Renter must adhere to posted Procedures and Guidelines during Event. Failure to follow the Procedures and Guidelines will result in the event being closed down by the Garden Ridge Police Department or designated City employee.

Guidelines for Cleaning of Facility after Event

The condition of this facility and grounds of the facility after your event will determine if any portion of the Security Deposit will be refunded.

- Leave tables and chairs set up for inspection.
- Wipe clean any stains and spots from tables and chairs.
- Clean the kitchen (counters, stove, refrigerators, microwave, and floors).
- Remove all decorations and personal possessions inside and outside.
- Remove all trash inside and outside and put it into the outside trash container.
- Sweep any debris from floors and mop any spills.
- Remove all debris from the grounds and parking lot that may have been left by your guests.
- Check that all water faucets have been turned off.
- Turn off all lights and fans and all A/C units to 78*.
- Secure the building and leave keys inside, as instructed.

Keys Received:

Kitchen/Concession Room	_____
Front Door	_____
Entry Doors	_____
Other: _____	_____
Bluebonnet Room	_____

Date of Event: _____ **Term of Lease:** _____

Person of Responsibility (for the event): _____

Phone Number: _____

If needed, contact Community and Event Center Manager Kim Ryan at 210-843-0509 (cell)

SCHEDULE “B” ATTACHMENTS:

1. USAGE CATEGORIES

2. RESIDENTIAL RATE SCHEDULE

3. NON-RESIDENTIAL RATE SCHEDULE



Schedule "B"

Usage Categories

Category	Wildflower Room	Blue Bonnet Room
1. Resident / Non-Resident Resident: Resides in or owns property within the corporate limits of the City or a City Employee	Published Resident/Non-Resident rates (attached)	Published Resident/Non-Resident rates (attached)
2. City Affiliated Non-Profit Organizations - Garden Ridge Citizens Police Academy Alumni Association - Bracken Volunteer Fire Department	- Special Event Rate: \$100/day (4 days per event limit) - Blue Bonnet Room included for no additional charge - Other Usage - No Charge	No Charge
3. Non-Profit Service Organizations - Garden Ridge Lions Club - Garden Ridge Womens Club - Scouts Pac 828 - Comal County Childrens Advocacy Center - TriCounty Chamber of Commerce - Other Governmental Entities/Agencies	- Special Event Rate: \$100/day (3 days per event limit) - Blue Bonnet Room included for no additional charge - Other Usage - Resident rates except: - No deposit, no minimum time. - Set up, clean and trash removal not included. - Electronic Usage Fee \$50 - Stage Relocation/Removal \$50	- Room Only: \$15/hour, Room with Kitchen: \$20/hour - No deposit, no minimum time. - Set up, clean and trash removal not included. - No electronic usage fee
4. Non-Profit Associations - Schools - Churches - Political Organizations - Homeowners Associations/Neighborhood Associations - Comal Master Gardeners	- Published Resident Rates except: \$300 deposit, no minimum time. - Set up, clean and trash removal not included. - Electronic Usage Fee \$50 - Stage Relocation/Removal \$50	- Room Only: \$20/hour, Room with Kitchen: \$25/hour - No deposit, no minimum time. - Set up, clean and trash removal not included. - No electronic usage fee
5. City Use Official City or City sponsored functions	No Charge	No Charge



SCHEDULE "B"

RESIDENTIAL RATE SCHEDULE

Wildflower Room (approximately 6,000 sq ft)

Operating Hours for Wildflower Room 6:00am to 12:00am

Includes Kitchen, Concession Room, Pavilions, Tables, Chairs, Stage, Ice Machine

Deposit (refundable after meeting requirements)	\$ 300
Hourly Rate - Five hour minimum	\$ 100
Whole Day 15 hours rental	\$1,200
Additional hours	\$ 100
After Hours 12:00am to 1:00am	\$ 150
Add Bluebonnet Room Flat Rate/Per Day	\$ 200
Set up of Tables/Chairs, clean up and trash removal	\$ 200
Electronic Usage Fee	\$ 100
Stage Removal/Relocation	\$ 50

Bluebonnet Room (approximately 600 sq ft)

Operating Hours for Bluebonnet Room 6:00am to 12:00am

Deposit (refundable after meeting requirements)	\$ 150
Hourly Rate/Two hour minimum - Including Kitchen	\$ 50
Hourly Rate/Two hour minimum (Meeting Room only)	\$ 25
Set up of Tables/Chairs, clean up and trash removal	\$ 75

Use the Caterer of Your Choice!



SCHEDULE "B"

NON-RESIDENTIAL RATE SCHEDULE

Wildflower Room (approximately 6,000 sq ft)

Operating Hours for Wildflower Room 6:00am to 12:00am

Includes Kitchen, Concession Room, Pavilions, Tables, Chairs, Stage, Ice Machine

Deposit (refundable after meeting requirements)	\$ 400
Hourly Rate Whole Day - Five hour minimum	\$ 150
Whole Day 15 Hours Rental	\$1,800
Additional Hours	\$ 150
After Hours 12:00am to 1:00am	\$ 150
Add Bluebonnet Room Flat Rate/Per Day	\$ 250
Set up of Tables/Chairs, clean up and trash removal	\$ 200
Electronic Usage Fee	\$ 100
Stage Removal/Relocation	\$ 50

Bluebonnet Room (approximately 600 sq ft)

Operating Hours for Bluebonnet Room 6:00am to 12:00am

Deposit (refundable after meeting requirements)	\$ 200
Hourly Rate/Two hour minimum – Including Kitchen	\$ 75
Hourly Rate/Two hour minimum (Meeting Room only)	\$ 50
Set up of Tables/Chairs, clean up and trash removal	\$ 75

Use the Caterer of Your Choice!

MEMO

TO Mayor Erickson and City Council
FROM City Manager Cain
DATE October 2, 2023
SUBJECT Oak Wilt Abatement Cost



Since the last oak wilt abatement project in 2020, there have been additional trees outside the trench confirmed to be infected with oak wilt. The City's representative with the Texas A&M Forest Service believes that the oak wilt infections are due to oak wilt breaking through the trench line by means of the root system that was undetected below the 48" trench depth. The proposed trench path to abate the latest oak wilt outbreak is approximately 2,200 feet in length, with a depth of 54". Of the 2,200 feet, 1,830 feet will be through City owned property and 370 feet will affect two private properties. The attached map shows all oak wilt trench lines from the initial outbreak in 2013 to current.

The estimated cost to the City is \$43,635 and \$4,995 to private property owners. The City has been approved for a \$4,500 Cost Share Program Grant with Texas A&M Forest Service. The cost share through this grant equates to \$2.045 per trenched foot; therefore, \$3,743.35 will be applied to the City's trenching costs and \$756.65 will be applied to the private property owners' trenching costs. Additionally, the City has an Oak Wilt Cost Share Program in which private property owners are eligible for reimbursement of 50% of their costs incurred for trenching to abate the spread of oak wilt. For FY2024, the City budgeted \$14,000 in this line item. The two private property owners would be eligible for a reimbursement in total of \$2,497.50, leaving a balance of \$11,502.50. This balance could be utilized to further offset the City's cost for the trenching.

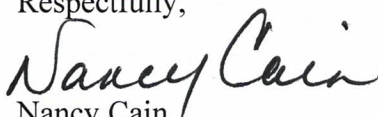
After applying the Texas A&M Forest Service Cost Share Program Grant (\$3,743.35) and the remaining balance from the City's Oak Wilt Cost Share Program (\$11,502.50), the City's unfunded share of the Oak Wilt Trenching is \$28,389.15. This unfunded expenditure will need to be included in a General Fund budget amendment for FY2024.

In addition to the trenching costs, the City will incur costs related to roadway repairs where the trenching will occur. The roadway repairs are estimated to be \$8,000, which will be covered in the Street Improvement line item in the General Fund FY2024 budget.

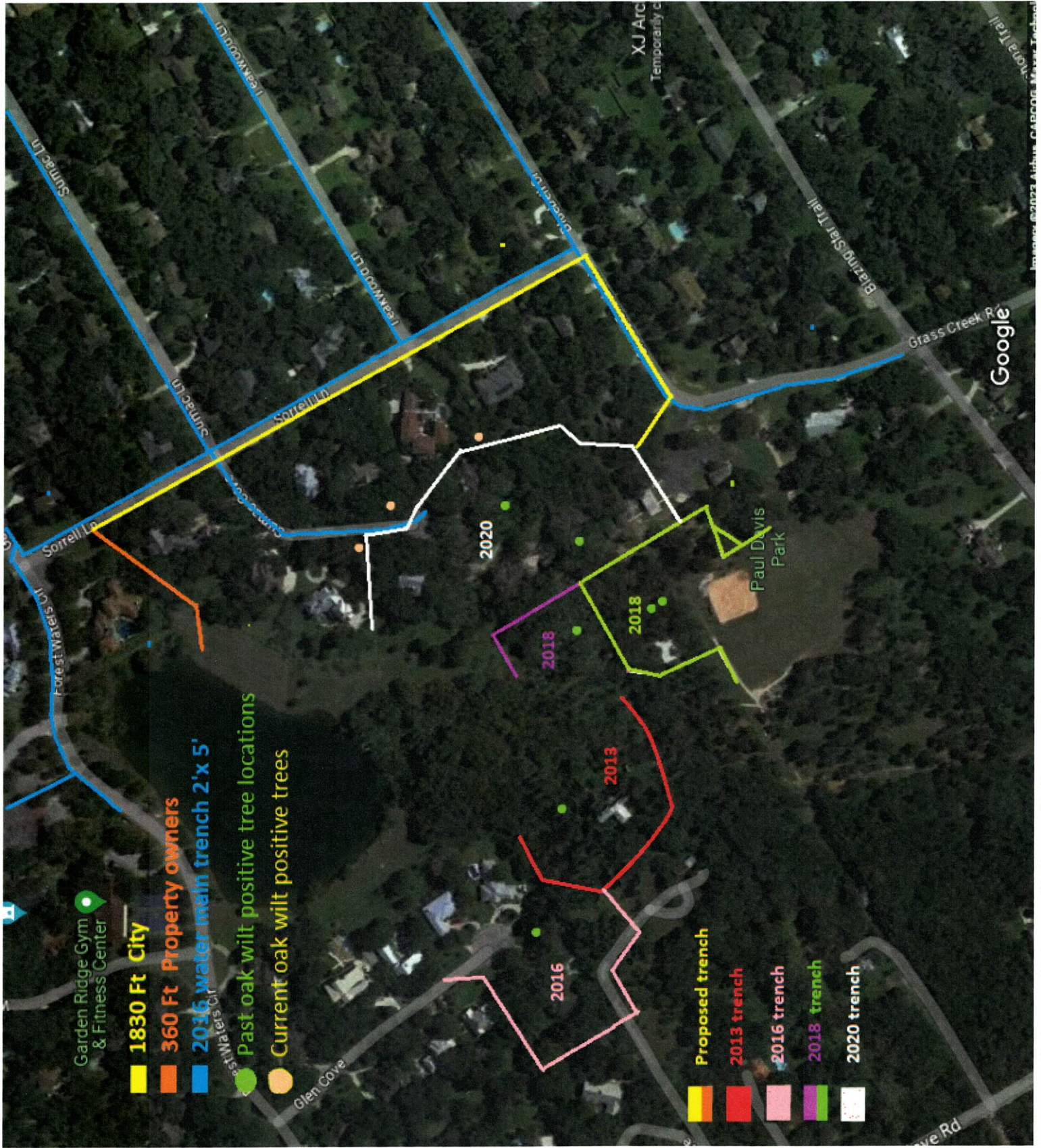
It is recommended that the City Council authorize the City Manager and Public Works Director to move forward with the trenching necessary for oak wilt abatement along Bluebell and Sorrel at an estimated cost to the City of \$43,635 plus roadway repairs of approximately \$8,000. It is further recommended that the City Council provide authorization to apply \$3,743.35 of the Texas A&M Forest Service Grant and \$11,502.50 of the City's Oak Wilt Cost Share Program to reduce the City's project cost to approximately \$28,389.15 and to direct City staff to include the oak wilt abatement project deficit in a FY2024 General Fund budget amendment.

Please feel free to contact me should you have any questions or desire to discuss further.

Respectfully,


Nancy Cain
City Manager





Oak Wilt Trenching FY2024

City Cost Only

Rock saw trenching at 54" depth of 1,830' (\$13.50/ft)	=	\$24,705
Trencher Delivery	=	\$ 3,300
Pothole 8 utilities at \$750 each	=	\$ 6,000
Hand dig 8 utility trenches at \$750 each	=	\$ 6,000
Saw teeth	=	\$ 780
Soil removal from street	=	\$ 1,100
Soil haul away	=	\$ 850
Traffic Control	=	<u>\$ 900</u>
Trenching Cost to City:		\$43,635
Texas A&M Forest Service Grant (City portion)	-	\$ 3,743.35
FY2024 Oak Wilt Cost Share Program Balance	-	\$11,502.50
Total unfunded cost to City		\$28,389.15
Roadway Repairs to Bluebell and Sorrel (General Fund FY2024 Budget)		\$ 8,000.00

Oak Wilt Cost Share Program and Grant Program FY2024

Private Property

FY2024 Budget Oak Wilt Program = \$14,000

Estimated trenching distance on 2 private properties is 370'

Estimate total trenching cost at \$13.10 per foot on 2 private properties is \$4,995

Estimated Oak Wilt Cost Share Program total for private property owners = \$2,497.50

Remaining FY2024 Budget after reimbursement = \$11,502.50

Cost Share Program (Grant) with Texas A&M Forest Service is \$4,500

Cost share per trenched foot is \$2.045

Cost Share Program (Grant) total to private property owners based on 370' = \$756.65

City portion of Cost Share Program (Grant) based on 1,830' = \$3,743.35

ORDINANCE NO. 240-102023

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GARDEN RIDGE, TEXAS, ESTABLISHING A HOTEL OCCUPANCY TAX AND SETTING FORTH THE TAX RATE TO BE IMPOSED ON HOTEL OCCUPANCY WITHIN THE CORPORATE LIMITS AND EXTRATERRITORIAL JURISDICTION OF THE CITY; SETTING FORTH THE DUTIES OF PERSONS RESPONSIBLE FOR COLLECTION OF THE TAX; PROVIDING FOR CRIMINAL PENALTIES AND FINES; AND PROVIDING FOR FINDINGS OF FACT, SAVINGS, SEVERABILITY, REPEALER, AN EFFECTIVE DATE, AND PROPER NOTICE AND MEETING.

WHEREAS, the City of Garden Ridge, Texas (the “City”) is authorized by Chapter 351 of the Texas Tax Code to impose a hotel occupancy tax for the purpose of promoting tourism and the convention and hotel industry, and for further purposes as set forth in Texas Tax Code, Section 351.101, as amended; and

WHEREAS, as further authorized by Section 351.0025, a municipality with a population of less than 35,000, may impose a hotel occupancy tax in the municipality's extraterritorial jurisdiction; and the U.S. Census shows the population of the City of Garden Ridge is less than 35,000 people; and

WHEREAS, in order to continue to promote the growth and fulfill the purposes cited above, it is necessary to impose a hotel occupancy tax within the corporate and extraterritorial limits of the City; and

WHEREAS, the City recognizes its responsibility and authority to impose ordinances and controls that are necessary for the government of the City and in the best interest of the health, safety, and welfare of the City.

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

SECTION 1. FINDINGS OF FACT.

All of the above premises are hereby found to be true and correct legislative and factual findings of the City Council and are hereby approved and incorporated into the body of this Ordinance as if copied in their entirety.

SECTION 2. HOTEL OCCUPANCY TAX AUTHORIZED.

Under the authorization provided by the Texas Tax Code Chapter 351, the City levies a Hotel Occupancy Tax as described herein to be effective on January 1, 2024.

SECTION 3. DEFINITIONS.

For purposes of this Ordinance, and in accordance with Chapter 351 and Chapter 156 of the Texas Tax Code, the terms used will have the meanings set forth below. Words that are not defined will have their ordinarily accepted meanings unless defined elsewhere in this Ordinance.

Consideration. The price of a room that is ordinarily used for sleeping in a hotel but does not include the cost of food served by the hotel or the cost of personal services performed by the hotel except those services related to cleaning and readying the room for use or possession.

Hotel. A building in which members of the public obtain sleeping accommodations for consideration. The term includes a hotel, motel, tourist home, tourist house, tourist court, lodging house, inn or rooming house, vacation rental, and bed and breakfast, but does not include (1) a hospital, sanitarium, or nursing home, (2) a dormitory or other housing facility owned or leased and operated by an institution of higher education or a private or independent institution of higher education as those terms are defined by Section 61.003, Education Code, used by the institution for the purpose of providing sleeping accommodations for persons engaged in an educational program or activity at the institution; or (3) an oilfield portable unit, as defined by Section 152.001.

Occupancy. The use or possession or the right to use or possession of a room or space for less than thirty (30) consecutive days in a hotel costing \$2 or more each day.

Person. Any individual, company, corporation, or association.

SECTION 4. TAX RATE IMPOSED.

A tax of six percent (6%) of the consideration paid for a hotel room located within the corporate and extraterritorial limits of the City is levied on a person who, under a lease, concession, permit, right of access, license, contract, or agreement, pays the consideration for the use or possession or for the right to the use or possession of a hotel room that costs \$2 or more each day and is ordinarily used for sleeping.

SECTION 5. EXEMPTIONS AND REFUNDS.

This Ordinance does not impose a tax on:

- a) A person who has the right to use or possess a hotel room for at least thirty (30) consecutive days, so long as there is no interruption of payment for the period; or a United States governmental entity described in Section 156.103(a) of the Texas Tax Code is exempt from the payment of tax authorized by this section; or
- b) A state governmental entity described in Section 156.103(b) of the Texas Tax Code shall pay the tax imposed by this section but is entitled to a refund of the tax paid; or
- c) A person who is described by Section 156.103(d) of the Texas Tax Code is exempt from the payment of the tax authorized by this section; or
- d) A person who is described by Section 156.103(c) shall pay the tax imposed by this section but the state governmental entity with whom the person is associated is entitled to a refund of the tax paid.
- e) Any other person entitled to an exemption under Chapter 156 of the Texas Tax Code.
- f) A person who made a hotel reservation on or before the effective date of this Ordinance.
- g) To receive a refund of tax paid under this section, the governmental entity entitled to the refund must file a refund claim on a form provided by the City.

SECTION 6. COLLECTION BY OPERATOR.

A person who owns, operates, manages, or controls a hotel room within the corporate limits or the extraterritorial jurisdiction of the City shall collect the tax levied by this Ordinance for the City.

A person who collects the tax shall keep and maintain for such hotel good, adequate, and accurate records for the hotel, sufficient to show and establish the consideration paid to and received by the hotel, the true and correct amount of taxes due and payable by the hotel pursuant to this Ordinance, and the applicable exemptions if any.

A person who is required to collect the tax under this section is hereby authorized to retain no more than one (1) percent of the tax amount collected to reimburse that person's costs in collecting the tax for the City. The reimbursement permitted by this paragraph shall be forfeited if the person collecting the tax fails to timely pay the tax to the City or fails to timely file the reports required by this Ordinance.

SECTION 7. REPORTS AND REMITTANCES.

On or before the same day that a person is required to file a report and remit hotel occupancy taxes to the State of Texas, that person shall also:

- a) File a written report with the City for the same period, with a copy of the report for state hotel occupancy taxes required by Section 156.151 (Report and Payment) of the Texas Tax Code for the same period; and
- b) Pay the tax due for that period.

A report under this section shall be in the form prescribed by the City and shall include:

- a) The total consideration paid for rooms subject to the tax in the reporting period; and
- b) The total amount of tax collected; and
- c) The total amount of tax exemptions granted.

If requested by the City, a person responsible for collecting the tax shall provide the City with:

- a) The names, addresses, and identification relied upon to grant an exemption from the tax; and
- b) Any other information the City may reasonably require. The City may request, and a person required to collect the tax shall provide within a reasonable time, additional documentation verifying the information contained in the report to the City.

SECTION 8. COLLECTION PROCEDURE ON PURCHASE OF HOTEL.

If a person who is liable for the payment of a tax under this Ordinance is the owner of a hotel and sells the hotel, the successor to the seller or the seller's assignee shall withhold an amount of the purchase price sufficient to pay the amount of tax due until the seller provides a receipt issued by the City showing that the amount of tax due has been paid or a certificate issued by the City showing that no tax is due.

A purchaser of a hotel who fails to withhold the amount of the purchase price as required by this section is liable for the unpaid tax required to be withheld to the extent of the purchase price value.

The purchaser of a hotel may file a written request to the City Manager to issue a certificate stating that no tax is due or to issue a statement of the amount required to be paid before a certificate may be issued. The City Manager shall issue the certificate or statement not later than the 60th day after the date that the City receives the request.

If the City fails to issue the certificate or statement within the period provided above, the purchaser is released from the obligation to withhold the amount of tax from the purchase price or pay the amount of tax due.

SECTION 9. RULES AND REGULATIONS – RECORD INSPECTION AUTHORITY.

The City shall have the power to make such rules and regulations as are necessary to effectively collect the tax levied herein, and shall upon reasonable notice have access to books and records necessary to enable the City to determine the correctness of any report filed as required by this Ordinance and the amount of taxes due under the provisions of this Ordinance.

Whenever necessary to make an inspection of books and records to enforce any other provisions of this Ordinance, the City may enter such building or premises at all reasonable times to inspect the books and records or to perform any duty imposed upon the City by this Ordinance; provided, that if such building or premises be occupied, the City official shall first present proper credentials and request entry; and if such building or premises be unoccupied, the City shall first make a reasonable effort to locate the owner or other persons having charge or control of the building or premises or books and records and request entry and/or production of books and records. If such entry or production is refused, the City shall have recourse to every remedy provided by law to secure entry.

When the City shall have first obtained a proper inspection warrant or other remedy provided by law to secure entry, no owner or occupant or any other persons having charge, care or control of any building or premises or books and records shall fail or neglect, after proper request is made as herein provided, to promptly produce books and records to or permit entry therein by the City for the purpose of inspection and examination pursuant to this Ordinance.

SECTION 10. OFFENSES.

A person commits an offense if the person violates or fails to perform an act required by this Ordinance, or files a report containing false information. Each instance of a violation of this Ordinance is a separate offense, and each day that a person remains in violation constitutes a separate offense. An offense under this Ordinance is a Class C misdemeanor, punishable by a fine not to exceed \$500.00 for each offense.

SECTION 11. PENALTY AND INTEREST ON UNPAID TAX.

In addition to the amount of any tax owed under this Ordinance, the person required to collect the tax is liable to the City for:

- a) the City's reasonable attorney's fees;
- b) the costs of an audit as determined by the City using a reasonable rate, but only if:
 - 1. the tax has been delinquent for at least two (2) complete municipal fiscal quarters at the time the audit is conducted; and
 - 2. the City has not received a disbursement from the comptroller as provided by Section 156.2513 of the Texas Tax Code related to the person's concurrent state tax delinquency described by Section 351.008 of the Texas Tax Code;
- c) a penalty equal to fifteen percent (15%) of the total amount of the tax owed if the tax has been delinquent for at least one (1) complete municipal fiscal quarter; and
- d) interest on the amount of tax owed under Section 351.0042 of the Texas Tax Code.

If a person required to file a tax report under this Ordinance does not file the report as required by the City, the City may determine the amount of tax due by:

- a) conducting an audit of each hotel in relation to which the person did not file the report as required by the City; or
- b) using the tax report filed for the appropriate reporting period under Section 156.151 of the Texas Tax Code in relation to that hotel.

If the person did not file a tax report under Section 156.151 of the Texas Tax Code for that reporting period in relation to that hotel, the City may estimate the amount of tax due by using the tax reports in relation to that hotel filed during the previous calendar year under this Ordinance or Section 156.151 of the Texas Tax Code. An estimate made under this Ordinance is prima facie evidence of the amount of tax due for that period in relation to that hotel.

The authority to conduct an audit under this section is in addition to any other audit authority provided by statute, charter, or ordinance. The City may directly perform an audit authorized by this section or contract with another person to perform the audit on an hourly rate or fixed-fee basis. The City shall provide at least thirty (30) days written notice to a person who is required to collect the tax imposed by this Ordinance with respect to a hotel before conducting an audit of the hotel under this section.

SECTION 12. ADDITIONAL ENFORCEMENT AUTHORITY.

The City may take the following actions against a person who has failed to file a required report, failed to collect the tax imposed, failed to pay the taxes to the City when due, or filed a false report:

- a) Bring suit to collect the unpaid tax and/or to enjoin the person from operating a hotel in the corporate limits or extraterritorial jurisdiction of the City until the tax is paid or the report filed, as applicable, as provided by the court's order; and
- b) Any other remedy provided under state law.

SECTION 13. USE OF PROCEEDS.

The proceeds of the hotel occupancy tax levied by this Ordinance shall be used for the purpose of promoting tourism and the convention and hotel industry, and for further purposes as set forth in Texas Tax Code, Section 351.101, as amended.

SECTION 14. ADMINISTRATION.

The City Council shall review applications to fund projects with hotel occupancy tax revenues received by the City. The City Council shall have such powers and authority as described herein and as prescribed by the charter and state law.

Citizens, groups, or entities that wish to apply for funding of projects eligible for funding with hotel occupancy tax revenue shall make application with the City utilizing such forms as may be required and amended from time-to-time.

The City Council shall consider applications for projects one (1) time per year in conjunction with approval of the City's budget or at such other times at the City Council's discretion.

SECTION 15. APPLICATIONS.

The City Manager, or their designee, shall conduct the following functions:

- a) Receive and review applications from businesses and individuals requesting funds for projects that are eligible for hotel occupancy tax funds;
- b) Prioritize the requests for such funds and projects; and advise the City Council regarding any recommendations;
- c) Provide oversight of projects and entities or individuals that receive funds and verify that such funds are being used in accordance with state law requirements;
- d) Report to the City Council on a semi-annual basis regarding the activities of any entities, individuals, and the projects that have received funds;
- e) Develop a planning calendar, procedure for evaluation, and evaluation criteria to be used when recommending and prioritizing agencies and projects for hotel occupancy tax funds;
- f) Recommend advertising and marketing strategies for the City Council to consider and assist the City with negotiation and oversight of any contracts for advertising and marketing approved by the City Council;
- g) Require all successful applicants to execute an agreement for funding as approved by the City Council;
- h) Any other function or duty directed by the Council in regards to use of revenues from the hotel occupancy tax.

SECTION 16. SAVINGS.

The repeal of any ordinance or part of ordinances effectuated by the enactment of this Ordinance shall not be construed as abandoning any action now pending under or by virtue of such ordinance or as discontinuing, abating, modifying, or altering any penalty accruing or to accrue, or as affecting any rights of the City under any section or provisions of any ordinances at the time of passage of this Ordinance.

SECTION 17. SEVERABILITY.

Should any sentence, paragraph, subdivision, clause, phrase, or section of this Ordinance be adjusted or held to be unconstitutional, illegal, or invalid, the same shall not affect the validity of this Ordinance in whole or any part or provision thereof, other than the part so declared to be invalid, illegal, or unconstitutional.

SECTION 18. REPEALER.

The provisions of this Ordinance shall be cumulative of all other ordinances or parts of ordinances governing or regulating the same subject matter as that covered herein; provided, however, that all prior ordinances or parts of ordinances inconsistent or in conflict with any of the provisions of this Ordinance are hereby expressly repealed to the extent that such inconsistency is apparent. This Ordinance shall not be construed to require or allow any act that is prohibited by any other ordinance.

SECTION 19. EFFECTIVE DATE.

This Ordinance shall take effect immediately from and after its passage and publication as may be required by law. The Hotel Occupancy Tax created by this ordinance shall not take effect until January 1, 2024.

SECTION 20. PROPER NOTICE AND MEETING.

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

PASSED AND APPROVED ON this 10th day of October, 2023.

Robb Erickson
Mayor

ATTEST:

Marisa Spencer
City Secretary