
The Garden Ridge City Council will meet in a regular session on Wednesday, November 6, 2024, 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. 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.

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 October 2, 2024, City Council Regular Meeting.

5. 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.

6. 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.

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

- a) Planning and Zoning Commission:
 - 1. Receive monthly activity update as applicable.
- b) Water Commission:
 - 1. Receive monthly activity update as applicable.

8. Approvals and Authorizations

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

- a) Resolution No. 528-112024 A Resolution of the City Council of the City of Garden Ridge, Texas, of votes cast to elect Board of Directors for the Comal Appraisal District for the years 2025 and 2025-2027.
- b) Ordinance No. 22-112024 An Ordinance of the City Council of the City of Garden Ridge, Texas, regulating traffic on streets, roads, and highways within the City of Garden Ridge by establishing stop sign locations and placement of traffic control devices; establishing prima facie speed limits and placement of traffic control devices; establishing through truck traffic regulations and placement of traffic control devices; establishing “no parking zones”; regulating and requiring permits for certain assemblages and processions; providing a penalty; providing for severability; and declaring an effective date.
- c) City of Garden Ridge Covered Applications and Prohibited Technology Policy.
- d) Amendments to City of Garden Ridge Police Department Step Pay Program.
- e) Amendments to City of Garden Ridge Personnel Policy Manual.
- f) Consulting Agreement between the City of Garden Ridge and Jill Shackelford.
- g) Status of recruitment process for City Manager and provide direction to staff as needed.

9. Updates

- a) City Council Projects.
 - 1. Aggregate Production Operations (APO) impacting Garden Ridge (Swint and Arvidson).
 - 2. Mitigation of growth and encroachment impacts on Garden Ridge (Swint and Erickson).
 - 3. Economic Development (Smith and Swint).
 - 4. Council Liaison to the Water Company/Utilities Department (Valdez and Erickson).
 - 5. Council Liaison to Comal ISD (Arvidson and Reyes).

10. Discussion of Future Agenda Items

11. Citizen Comment Period – limited to 20 minutes total

See “Rules for Citizens’ Participation” under Item 3.

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:

- 100 Club of Comal County
- Alamo Area Metropolitan Planning Organization/Technical Advisory Committee
- 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

13. Executive Session

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

- a) Pursuant to Texas Government Code Section 551.071(1) Pending or Contemplated Litigation and 551.071(2) – Consultation with City Attorney on the following items:
 - 1. Petition for Declaratory Judgment (Eric Fischer v. City of Garden Ridge, Cause #: C2024-1164B).
 - 2. Notice of Claim Letter pursuant to Texas Tort Claims Act (Craig Dillard v. City of Garden Ridge, Cause #: C2024-1193E).

14. Business Items

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

15. 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 30, 2024, on the bulletin board located at the entrance to Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas.



Marisa Spencer
City Secretary

Councilmembers Present:

Mayor Robb Erickson
Mayor Pro-Tem Todd Arvidson
Councilmember Kelly Smith
Councilmember Lisa Swint
Councilmember Jesús Valdez
Councilmember Brian Reyes

Councilmembers Absent:

None

City Staff Present:

Nancy Cain, City Manager
Marisa Spencer, City Secretary
Cyndi Simmons, Assistant City Secretary
Robyn Achu, Finance/HR Director
Ron Eberhardt, Chief of Police
Steven Steinmetz, Public Works Director
Linda Crosland, Library Director
Megan Santee, 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, October 2, 2024, 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.

3. Proclamations/Presentations**a) Domestic Violence Awareness Month Proclamation**

Mayor Erickson presented a Proclamation to the Crisis Center of Comal County declaring October 2024 as Domestic Violence Awareness Month in the City of Garden Ridge.

Representatives from the Crisis Center of Comal County thanked the City of Garden Ridge for their continued support and spoke regarding the Crisis Center of Comal County.

b) Hill Country Night Sky Month Proclamation

Mayor Erickson presented a Proclamation to Comal County Friends of the Night Sky declaring October 2024 as Hill Country Night Sky Month in the City of Garden Ridge.

Michelle Molina, Comal County Friends of the Night Sky, thanked the City of Garden Ridge for their continued support and spoke regarding the Comal County Friends of the Night Sky.

c) Davenport High School Theatre Department Presentation

Mayor Erickson spoke regarding the Davenport High School Theatre Department and students performed a segment from their upcoming Fall Musical-Mamma Mia.

4. Citizen Comment Period

Dr. Jim Miller, 9910 Marie Meadow, spoke regarding the Planning and Zoning Commission.



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 August 26, 2024, City Council Special Meeting.**
- b) Approval of Minutes for the September 4, 2024, City Council Regular Meeting.**
- c) Financial Statement, Summary Report, and Management's Discussion and Analysis of Results of Operations – August 31, 2024.**
- d) Resolution No. 527-102024 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.**
- e) Ordinance No. 13-102024 An Ordinance of the City Council of the City of Garden Ridge, Texas, adopting a comprehensive planning and zoning ordinance; establishing a planning and zoning commission and a board of adjustment; setting rules and regulations; providing for penalties; providing for severability; and declaring an effective date.**
- f) Ordinance No. 54-102024 An Ordinance of the City Council of the City of Garden Ridge, Texas, adopting a comprehensive water company for the City of Garden Ridge; providing definitions and statement of organization; establishing a water commission, general policies, regulations and rules, and rates and billing cycles; providing for a penalty; providing for severability; and declaring an effective date.**
- g) Ordinance No. 143-102024 An Ordinance of the City Council of the City of Garden Ridge, Texas, granting an exclusive Municipal Materials Management Agreement between the City of Garden Ridge, Texas, and BFI Waste Services of Texas, L.P., dba/Republic Services of San Antonio a Texas Limited Partnership, for the collection and disposal of solid waste and recycling service; setting forth general specifications establishing rates for collection and disposal of solid waste and recycling service; providing for enforcement and the collection of established rates; providing a penalty for violations of this ordinance of a fine of not less than \$100.00 nor more than \$500.00 and making each day a separate offense; providing a cumulative and savings clause; providing for severability; and declaring an effective date.**

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

6. Staff Reports

a) City Manager Monthly Activity Report.

City Manager Nancy Cain reviewed employee recognitions and employee anniversaries. She stated there were 147 *Volunteer Garden Ridge!* hours for the month of September and spoke regarding First Friday, Trunk-or-Treat, and Community and Event Center upgrades.

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.

7. City Engineer Projects Status Reports

City Engineer Hank Krippen reviewed the City Engineer monthly activity report and addressed questions from Councilmembers.

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

a) Planning and Zoning Commission:

1. Receive monthly activity update as applicable.

Mayor Erickson stated the Commission did not meet in September.

b) Water Commission:

1. Receive monthly activity update as applicable.

Chair Pohl provided City Council with an update on items discussed during the Commission meeting.

9. Approvals and Authorizations

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

a) Reschedule January 2025 City Council Regular Meeting.

The City Council discussed rescheduling the January 2025 City Council Regular Meeting due to the New Year's Day Holiday.

Motion: A motion was made by Councilmember Reyes, seconded by Councilmember Smith, to reschedule the January 2025 City Council Regular Meeting to Tuesday, January 7, 2025. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

b) Comal Appraisal District Board of Directors Election.

City Manager Nancy Cain spoke regarding the Comal Appraisal District Board of Directors Election.

The City Council agreed by consensus to not submit a nomination to the Comal Appraisal District Board of Directors Election.

c) Status of recruitment process for City Manager and provide direction to staff as needed.

The City Council discussed the status of recruitment process for City Manager.

10. Updates

a) City Council Projects.

1. Aggregate Production Operations (APO) impacting Garden Ridge (Swint and Arvidson).

Councilmember Swint and Mayor Pro-Tem Arvidson provided updates related to Aggregate Production Operations (APO) impacting Garden Ridge.

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

Mayor Erickson and Councilmember Swint provided updates related to mitigation of growth and encroachment on Garden Ridge.

3. Economic Development (Smith and Swint).

Councilmember Smith and Councilmember Swint provided updates related to Economic Development.

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

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

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

Mayor Pro-Tem Arvidson and Councilmember Reyes provided updates related to Council Liaison to Comal ISD.

11. Discussion of Future Agenda Items

None at this time.

12. Citizen Comment Period

No one wished to speak.

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:

100 Club of Comal County, Alamo Area Metropolitan Planning Organization/Technical Advisory Committee, 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.

Mayor Pro-Tem Arvidson spoke regarding Eagle Scouts. Mayor Erickson spoke regarding Northeast Partnership for Economic Development. Councilmember Smith spoke regarding Tri-County Chamber of Commerce events.

14. Executive Session

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

a) Pursuant to Texas Government Code Section 551.071(1) Pending or Contemplated Litigation and 551.071(2) – Consultation with City Attorney on the following items:

- 1. Petition for Declaratory Judgment (Eric Fischer v. City of Garden Ridge, Cause #: C2024-1164B).**
- 2. Notice of Claim Letter pursuant to Texas Tort Claims Act (Craig Dillard v. City of Garden Ridge, Cause #: C2024-1193E).**

Mayor Erickson stated there are no updates at this time and the City Council did not reconvene in closed session.

15. Business Items

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

Mayor Erickson stated there are no updates at this time and the City Council did not reconvene in closed session.

16. Adjournment

There being no further business, the Wednesday, October 2, 2024, City Council regular meeting was adjourned at 7:21 p.m. by Mayor Erickson.

ATTEST

Robb Erickson
Mayor

Marisa Spencer
City Secretary

From: [City Administrator](#)
To: [City Secretary](#)
Subject: FW: [EXTERNAL] Many Thanks
Date: Wednesday, October 2, 2024 3:26:06 PM

From: McCormick
Sent: Wednesday, October 2, 2024 1:22 PM
To: City Administrator
Cc: Jim Miller; Astrid Wisser; Bob Doerr
Subject: [EXTERNAL] Many Thanks

Nancy,

Many thanks for a job well done from Public Works Foreman Eric Lowman and his work crew concerning several city projects here in Regency Oaks. We have had a problem with dead huisache trees at the end of Regency Run and after removal, Eric and his crew did a great job clearing some large stumps left behind. We've also noticed maintenance being done on the retention pond by the creek bed in a timely manner. And lastly, we've been concerned about cracks/potholes within several areas of our neighborhood over the past several months, and those have also been repaired. We wish to thank our city maintenance crews for a job well done.

Sincerely,

Marie McCormick
ROHOA Secretary

From: [City Administrator](#)
To: [City Secretary](#)
Subject: FW: [EXTERNAL] Traffic Stop Bars At the Intersection of Hickory Bend and Cedar Branch
Date: Thursday, October 31, 2024 12:30:24 PM
Attachments: [image001.png](#)
[image002.png](#)

A thank for either the Nov. or Dec. Council packet.

Thanks,



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: Joe Maloney
Sent: Thursday, October 31, 2024 12:27 PM
To: Public Works <publicworks@ci.garden-ridge.tx.us>
Cc: City Administrator <administrator@ci.garden-ridge.tx.us>
Subject: [EXTERNAL] Traffic Stop Bars At the Intersection of Hickory Bend and Cedar Branch

Good afternoon Mr. Steinmetz,

As the Director of Garden Ridge's Public Works Department, one of your many responsibilities is to ensure the security and safety of Garden Ridge streets.

On October 31st, under your direction, Manuel Troncoso, Public Works Representative, for Public Works Forman, Eric Lowman, painted traffic Stop Bars at the intersection of Hickory Bend and Cedar Branch in Garden Ridge Estates.

Your team's direct action to assist our Police Department with public safety in Garden Ridge Estates reminds residents of the priority you place on their protection.

I appreciate your department's mission to provide a safe and secure environment for our Garden Ridge citizens.

Please give a big shout out of thanks to Eric and Manuel another job well done!

Joe Maloney
20019 Hickory Bend

From: [Jill Wollenzin](#)
To: [Assistant City Secretary](#); [City Secretary](#)
Subject: FW: Kudos to Officer Wang
Date: Monday, October 7, 2024 10:37:40 AM
Attachments: [image001.png](#)

Kudos for Ofc. Wang



JILL WOLLENZIN
ADMINISTRATIVE ASSISTANT
GARDEN RIDGE POLICE DEPARTMENT
Office: 210-651-6441
Dispatch : 830-609-3921
Fax: 210-651-1639
jwollenzin@ci.garden-ridge.tx.us
9400 Municipal Parkway
Garden Ridge, TX 78266
www.ci.garden-ridge.tx.us

From: Jill Wollenzin
Sent: Wednesday, October 2, 2024 11:49 AM
To: Daniel <dbellinger@ci.garden-ridge.tx.us>; Matthew McKenzie <mmckenzie@ci.garden-ridge.tx.us>
Subject: Kudos to Officer Wang

Ashtyn Carvalho involved in CFS 24-01137, called to let us know that she truly appreciated Ofc. Wang's calm and caring demeanor during the interaction.
She said HE made the situation better for her, and she wanted someone to know how much she appreciated it.



JILL WOLLENZIN
ADMINISTRATIVE ASSISTANT
GARDEN RIDGE POLICE DEPARTMENT
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Dispatch : 830-609-3921
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9400 Municipal Parkway
Garden Ridge, TX 78266
www.ci.garden-ridge.tx.us



WEEKLY

BULLETIN

TEXAS POLICE CHIEFS ASSOCIATION

OCTOBER 11, 2024

FACEBOOK Greatness

TROUP PD



Troup Lieutenant Stowers, an avid animal lover, is always surrounded by furry friends. His gentle nature and compassion attract animals, as they instinctively sense his kindness. He believes animals gravitate towards those who treat them with love and respect.

SELMA PD



One day, Selma PD welcomed a special visitor sporting a bright red Fire Department hat and badge. However, they quickly resolved that with their impressive police swag. Now, Isaac's favorite color is blue!

GARDEN RIDGE PD



The Garden Ridge PD hosted a "Pizza with the Police" event, bringing the citizens together for community conversations while enjoying delicious pizza. This initiative is an excellent example of effective citizen engagement.

VICTORIA PD PATCH PROGRAM INNIATIVE

This program is truly remarkable, and we wanted to mention it again for those who may have missed it or are seeking a fundraiser that promotes health awareness in your community. In April, the Victoria Police Department, in collaboration with the Victoria Police Foundation, launched the 2024 Patch Program. The initiative is designed to raise public awareness about significant health issues affecting the community while showcasing the department's dedication to enhancing citizens' overall wellbeing. Proceeds will benefit future health initiatives, research, and a benevolence fund through the Victoria Police Foundation. To learn more about the Patch Program and the Victoria Police Foundation, please visit www.victoriapolicefoundation.org.

The Patch Program's schedule for 2024 includes:

- January – Glaucoma Awareness
- February – Heart Awareness
- March – National Kidney
- April – Autism Awareness
- May – Mental Health Awareness
- May/June – Tourette Syndrome Awareness
- June – Scoliosis Awareness
- July – Sarcoma Awareness
- August – Meningitis Awareness
- September – Prostate Cancer Awareness
- September – Lymphoma Cancer Awareness
- October – Breast Cancer Awareness
- November – Diabetes, Pancreatic Cancer, and Alzheimer's Awareness
- December – Aplastic Anemia Awareness Month



VICTORIA POLICE
CHIEF CHUCK YOUNG

"In developing this program, it was important to our command staff to raise awareness to a variety of health ailments which impact our employees, their families, and our community. We hope these patches prompts productive conversations and drives positive change around these topics."



TPCA ATTENDS TML ANNUAL CONFERENCE



Executive Director Gene Ellis and members of the TPCA team showcased TPCA in the Expo Hall at the TML Conference in Houston. This event provided an excellent platform for them to inform city officials about the exceptional services we offer in our field. Additionally, San Marcos Chief Stan Standridge delivered a presentation to TML city leaders focusing on Responses to Active Attacks.



VERY IMPORTANT TEXAS SHIRT CLEANING INSTRUCTIONS!

READ CAREFULLY OR THE COLORS **RED** AND **BLUE** WILL BLEED



Hopefully you received your Texas shirts by now. Just make sure you follow the important cleaning instructions for these shirts. To prevent the colors from bleeding into the white fabric, Eagle Engraving advises washing the shirt in cold water with a Shout Color Catcher Sheet. Tumble dry on low and be sure to remove it promptly once the cycle is complete. Avoid dry cleaning or using bleach.



+ COLD +



Remove Promptly



THANK YOU FOR YOUR ORDER

WASHING INSTRUCTIONS:

DO NOT DRY CLEAN

Machine Wash on COLD with a SHOUT Color Catcher Sheet

Do not bleach

Tumble dry on low and remove promptly upon completion

STAY CONNECTED WITH US



@TexasPoliceChiefs

@TXPoliceChiefs

@TexasPoliceChiefsAssociation

Texas Police Chiefs Association
PO Box 819
Elgin, Texas 78621
512.281.5400

To feature an item in the
TPCA Weekly Bulletin,
please send an email to
media@texaspolicechiefs.org



SURVEYS *and* TRAINING



TEXAS POLICE CHIEFS

The 15th cycle of the Texas Police Chief Leadership Series *focus group survey* was sent to your email [October 7, 2024 tchiefs@shsu.edu](mailto:tchiefs@shsu.edu).

Help create the curriculum for the new chief cycle by filling out the survey and giving us your thoughts!

What you say matters.

All responses are due December 1, 2024!

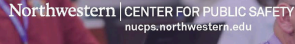
Questions?
Call: 936-294-3237 Email: Lemitchiefs@shsu.edu



LEMIT SURVEY

If you did not receive an email from the Law Enforcement Management Institute of Texas on October 7, please use the QR code or click [here](#) to access the survey. Your input is crucial in shaping the curriculum for future training sessions. Your opinions and suggestions are valued, so we encourage you to take a moment to complete the survey. LEMIT greatly appreciates your feedback. Please note that the survey is due by December 1, 2024.

NORTHWESTERN EXECUTIVE MANAGEMENT PROGRAM



THE EXECUTIVE MANAGEMENT PROGRAM

Delve into the trends and topics that are critical to senior leadership in our 3-week seminar program.

Join fellow chiefs, deputy chiefs, sheriffs, and other experienced senior and mid-level public safety managers in our capstone management course. The Executive Management Program offers three weeks of stimulating examination of the key issues and trends that are shaping law enforcement today.

Each day dawn with a different speaker and a different topic. Daily guest speakers present on current topics in their respective fields of expertise. Our seminar topics are selected from a continually revised slate of advanced managerial concepts.

Participants complete EMP with enhanced knowledge informed by our expert speakers, lively class discussions, and professional networking — and are ready to proactively respond to meet the most challenging of emerging demands.

RECENT TOPICS

- Critical Incident Command
- Media Relations
- Leading in a Political Environment
- Human Trafficking
- Data Collection & Profiling
- Discipline & Accountability
- Ethics & Legal Updates
- Leading in Crisis
- Executive Image
- Crime Prevention Strategies
- Immigration
- Officer Selection, Assessment & Promotion
- Recruitment & Retention
- Risk Management

Register Now!

WHITE SETTLEMENT, TEXAS
(Ft. Worth Metro Area)

COURSE DATES

Class is in session one week per month:

- February 10 - 14, 2025
- March 10 - 14
- April 21 - 25

TUITION

\$2,900 per person

REGISTRATION

Use the QR code or visit:
nucps.northwestern.edu/reg4emp

LOCATION

Pecan Grove Convention Center
405 N. Las Vegas Trail
White Settlement, TX 76108



COURSE SPONSOR

White Settlement (TX) Police Dept.

The Northwestern Executive Management Program is coming to Texas! This is a 3-week senior leadership program that will focus on trends and topics that are shaping law enforcement today. To register, click [here](#).

-  February 10-14, 2025
-  March 10-14, 2025
-  April 21-25, 2025

Tuition \$2,900 per person

LOCATION: Pecan Grove Convention Center
405 N. Las Vegas Trail
White Settlement, TX 76108

RESILIENCE
TRAINING



The TPCA's Officer Safety Committee and the TML Risk Pool are providing a Resilience Strategies for First Responders program at four locations. This program is provided at **no charge**, but registration is required.

To register at Cedar Park, click [here](#).

October 15, 2024, 8:30 AM - 4:30 PM
Cedar Park PD, Community Training Room
911 Quest Parkway
Cedar Park, TX 78613

To register at Buda, click [here](#).

October 16, 2024, 8:30 AM - 4:30 PM
Buda Police Department
405 East Loop Street
Buda, TX 78610

To register at El Paso, click [here](#).

November 19-20, 2024, 8:30 AM - 4:30 PM
El Paso Regional Training Communications
Center 6055 Threadgill Avenue
El Paso, Texas, 79924

To register at The Woodlands, click [here](#).

December 10-11, 2024, 8:30 AM - 4:30 PM
Emergency Training Center
16135 IH-45 South
The Woodlands, Texas, 77385

AND
THE
WINNER
IS...



POLICE • COMMUNITY PARTNERSHIPS



Cleburne



Congratulations Chief Rob Severance

BEXAR METRO

9-1-1 Network

MEMORANDUM

TO: County Judges and City Mayors

FROM: Brett M. Schneider, Executive Director

SUBJECT: Fiscal Year 2025 *Adopted* Financial Plan and Budget

DATE: September 6, 2024

REFERENCE: Memorandum dated May 24, 2024
Subject: Fiscal Year 2025 *Proposed* Financial Plan and Budget

The referenced memorandum presented the Bexar Metro *Proposed* Fiscal Year 2025 Financial Plan and Budget. It indicated that the Bexar Metro Board of Managers would review your feedback, take appropriate action, and adopt the budget at the next scheduled meeting.

On August 13, 2024, the Bexar Metro Board of Managers convened in regular session and adopted the Fiscal Year 2025 Financial Plan and Budget as originally proposed.

On behalf of the district's Board and staff, we sincerely appreciate your continued support of our mission and goals. We remain confident that through our collaboration, we will continue to provide high-quality and reliable 9-1-1 Service to the citizens of Bexar, Comal, and Guadalupe Counties.

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

Sincerely,



Brett M. Schneider
Executive Director

Garden Ridge Community and Event Center
Monthly Report
October 1st thru October 31st ,2024

Utilization (by Days)

FY 24-25	FY 24-25	FY 23-24	FY 22-23
(Current Month)	(Current Year)	(Year to Date)	(Year to Date)
22	22	248	286

Wildflower (Booked Current Month)	Bluebonnet (Booked Current Month)
10	12

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

Administrative Operations and Upcoming Events

City Hall Office Hours

- Monday/Wednesday/Thursday: 8am-5pm, Tuesday: 8am-6pm, and Friday: 8am-4pm.
- Upcoming Holidays (City Offices Closed): Monday, Nov. 11th / Thursday, Nov. 28th / Friday, Nov. 29th
- After hours emergency phone number: 210-651-6831.

Training/Professional Development

- Administrative Coordinator Michelle Hinojosa completed additional Cartegraph Training.
- Utility Clerk Sandra Izquierdo completed Open Meetings Act and Public Information Act Trainings.

Christmas Tree Lighting Event

- Mark your calendar for Friday, December 6th from 5:30pm-7pm for the Christmas Tree Lighting Event at the Community and Event Center Grounds. Visit the City's Website or social media accounts for details.

Holiday Garbage and Recycling Schedule

- It's the holidays, meaning your garbage service will have a change in schedule during Thanksgiving week. If your service is usually on Thursday, then it will occur on Friday instead. If your service is usually on Friday, then it will occur on Saturday instead. Call City Hall if you have any questions.

Communication Efforts

Water Alerts/Customer Portal: Gain a greater understanding of your water usage by signing up for the customer portal, which allows you to see your water usage 24/7/365! Access your water usage information and configure notification preferences easily and securely from the Get My Meter Info web portal (<https://getmymeter.info>) and integrated smart phone apps. See the Advanced Metering Infrastructure (AMI) page on the City's Website for more details (<https://www.ci.garden-ridge.tx.us/557/Advanced-Metering-Infrastructure-AMI>).

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 - 102 views

Public Information Act Summary	
Year	Number of Requests
2024	99
2023	124
2022	166
2021	146
2020	207
2019	276
2018	225

Social Media Summary	
Social Media Platform	Number of Posts
Facebook	47
Instagram	42
NextDoor	35
X (Twitter)	35
Total for Month	159





HOLIDAY GARBAGE & RECYCLE SCHEDULE

A friendly reminder our office will be closed Thanksgiving Day. **IF** your regular service day is on **Thursday or Friday**, the makeup service days, for the week of Thanksgiving are **Friday or Saturday**.

REGULAR
PICK UP DATE

HOLIDAY
PICK UP DATE

TRASH & RECYCLING SERVICE

Monday, November 25th —————> NO CHANGE IN SERVICE

Tuesday, November 26th —————> NO CHANGE IN SERVICE

Wednesday, November 27th —————> NO CHANGE IN SERVICE

Thursday, November 28th —————> Friday, November 29th
Thanksgiving Day (Office Closed)

Friday, November 29th —————> Saturday, November 30th

Your regular Thursday/ Friday service pick up will resume on the week of December 2nd. If you have any questions or concerns, please contact our Customer Service Department at 210-304-2700.

Thank you.
Republic Services



POLICE DEPARTMENT MONTHLY BREAKDOWN

October 1 to October 31

Calls for Service

Dispatched: 118 City Ordinance: 26 (15 Water) False Alarms: 8

Arrests

- * 1 – outstanding warrant for Assault Causes Bodily Injury

Traffic Enforcement

Crashes: 4 Citations: 173 Warnings: 86 Total: 259

Training

- * Ofc. McMahan completed a Dealing with Armed Suspects course.
- * Ofc. Luevano & Ofc. Wang completed a Court Security Officer course.
- * Ofc. Rivera completed a Recognize & Define an Active Shooter course.
- * Ofc. Brown is back in the office and has begun the training process for her Part 107 Drone Operators License.
- * Ofc. Luevano, Ofc. Wang & Sgt. Dennis completed a Finding Wellness – Building a Healthier Life course.
- * Sgt. Dennis completed an ALERRT Level 1 Active Shooter and a Legislative Updates course
- * Sgt. Thoemke completed a Recording of Police Activities course.
- * Chief Eberhardt completed an ALERRT Fire as a Weapon course.

Outreach Efforts

- * Coffee with the Cops (Monthly)
- * GRCPAAA Volunteer hours: 24hrs CP vehicle patrols, 430 hours for the 9th Annual Car Show and 19hrs for Trunk or Treat. 473 hours for the month of October in total.
- * National Night Out was a huge success! We had 10 Officers visiting 8 registered block parties throughout the City, with Arrowood as the winner of the prize basket that was put together with donated items from several surrounding local businesses.
- * The enrollment process has begun for our 2025 Citizen Police Academy that begins Tuesday, January 14th and ends April 1st.

Administrative Comments

- * Tree trimming campaign continues with social media posts and notices / Deadline is 30 Nov
- * Ofc Rivera has completed the FTO Program and is now assigned to his own shift.
- * We continue attempts to find the right fit for our remaining patrol officer slot. In doing so, several cadets from the SAC Law Enforcement Academy scheduled ride outs with our department, but we don't have that slot filled yet with a Sponsored Cadet or a Certified Peace Officer.



City of Garden Ridge

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

MONTHLY PUBLIC WORKS REPORT

October 2024

Activities for the month

Public Works Tasks Completed: 518

Steven Steinmetz
Public Works
Director

Eric Lowman
Public Facilities
Foreman

Stanley Georg
Manuel Troncoso
Ryan Ferguson
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 9, 8am to 5pm

Nov 10, 12pm to 4pm

Nov 16, 8am to 5pm

Nov 17, 12pm to 4pm

Storm Water Drainage Facility and Easement Maintenance

- Inspected 10 outfalls.
- Inspected 18 detention ponds.
- Stormwater Public Outreach: 2 messages displayed during bulk dumpsters.
- Trash removed from right of ways: 47lbs
- Rain fall total: 0.01 in.
- Directed utility contractors to set up more stormwater controls on FM 2252
- Mowed Trophy Oaks Drainage

Street/Sign Maintenance

- Crack seal on Michelle Hill and Goldenrod Ln.
- Continue to replace old street signs.
- Old Nacogdoches road repairs.
- Fill Pot holes on Doerr Ln.
- Continue with overhanging tree trimming.
- Repair Michelle Hill curb cut.
- Paint stop bars at two intersections

Parks Maintenance

- Dragged the ballfield four times.
- Ongoing dead tree removal at Davis Park.
- Replace paper towel dispenser in mens restroom.
- Replace hand soap dispenser in womens restroom.
- Repair urinal in men's restroom.
- Repair ball field water fountain.
- Install engraved bricks at the Davis Park flag pole brick garden.

City Facility/Property Maintenance

- Set up for early voting at City Hall.
- Prepared for GRCPAAA Car Show.
- Set up and worked Trunk or Treat Event.
- Changed out more council room bulbs with leds.
- Pump out Community Center Septic Tank.

Equipment/Vehicle Maintenance

- Purchase new tires for Bobcat.
- Repair Public Facilities Foreman truck.
- Replace safety switch on crack seal trailer.
- Replace hydraulic hoses on Bobcat grapppler bucket.

Class/Continuing Education

- Stanley attended Animal Control Basic training.
- Eric attended Cartegraph training.

Oak Wilt

- No new cases.

Future Projects or Needs

- Sound system upgrades for the Community Center and Paul Davis Park.
- More storage space required.
- Covered equipment storage.

Animal Services Monthly Activities

- 15 Deer carcasses were disposed of, total for the year is 77.
- 1 Live traps loaned out for the month, total for the year is 15.
- 261 Registered animals for the year.

Adoptions

- 0 Dogs; 1 Year To Date
- 1 Cats; 1 Year To Date

Returned To Owners

- 0 Dogs; 24 Year To Date
- 0 Cats; 0 Year To Date

Transferred To Other Agencies

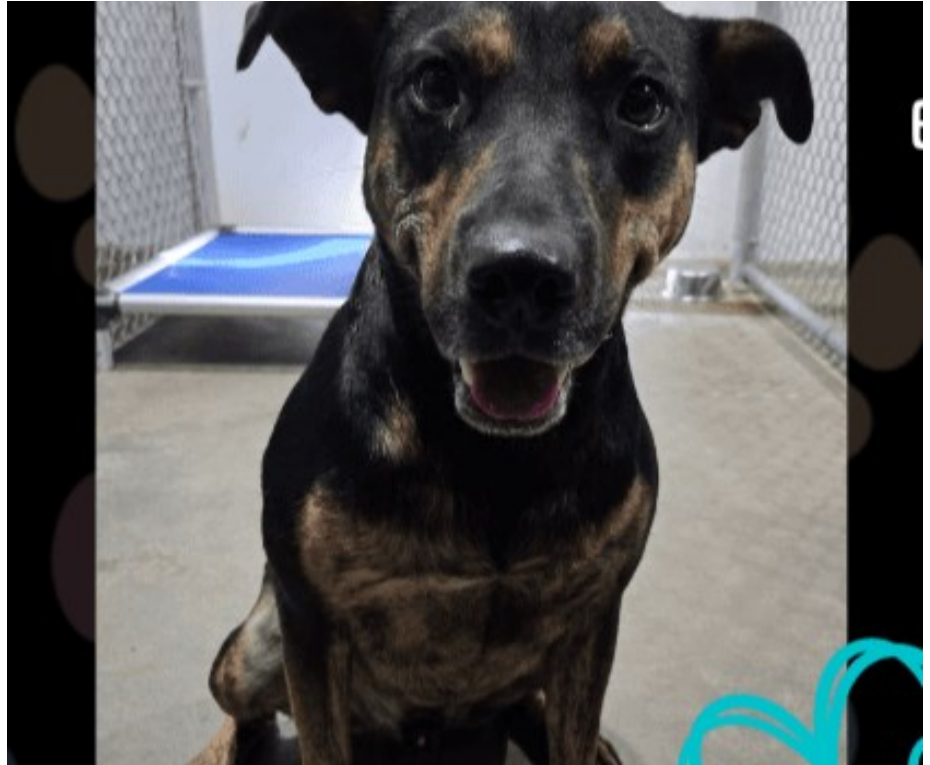
- 1 Dog; 6 Year To Date
- 0 Cat; 1 Year To Date

Currently In City Care

- 3 Dogs
- 7 Cats

Ready For Adoption

- 2 Dogs
- 0 Cats



Year to Date Wildlife Report

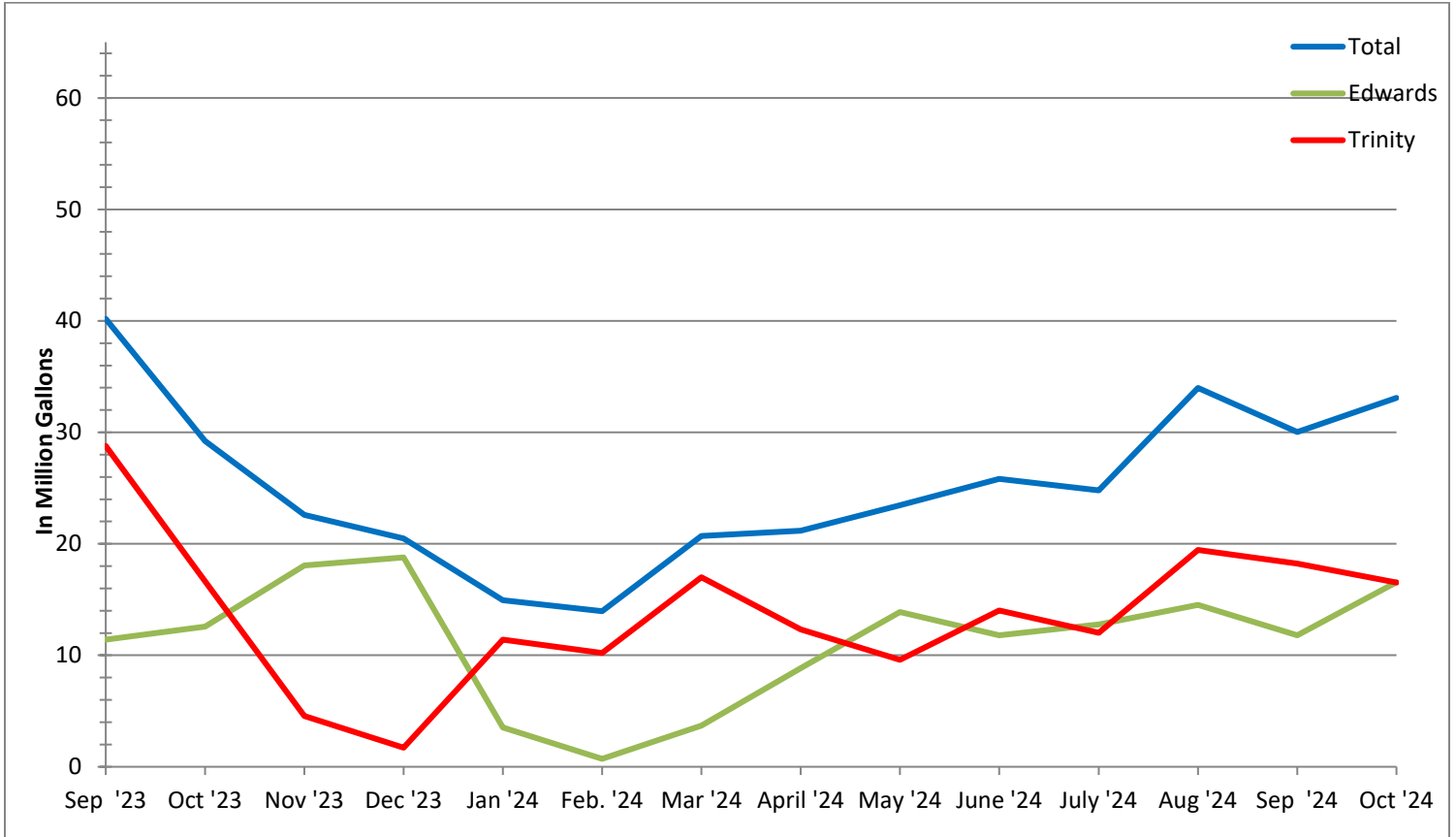
	Jan	Feb.	Mar	Apr.	May	Jun	Jul	Aug.	Sep.	Oct	Nov	Dec.	Total
Deer	5	3	5	6	9	8	5	10	11	15			77
Raccoons	5	3	8	6	3	3	3	7	12	18			68
Opossums	1	2	3	2	1	1		2	5	8			25
Skunks	6	7	2	2		1		3	1	14			36
Wild hogs		1								7			8
Turtles								2					2
Squirrels		1	1	6	2	1			2	1			14
Foxes		2			1		1	1		1			6
Armadillos					2	2		3	1	1			9
Hawks													
Bats			2		1								3
Coyotes													
Buzzards		1		1				1					3
Ringtails			1	2									3
Snakes						1	1	1		1			4
Duck			1										1
Porcupine							1						1
Rabbit		1											1
Totals	17	21	23	25	19	17	11	30	32	66			261



Utilities Department Report

As of October 30, 2024

City of Garden Ridge Aquifer Usage

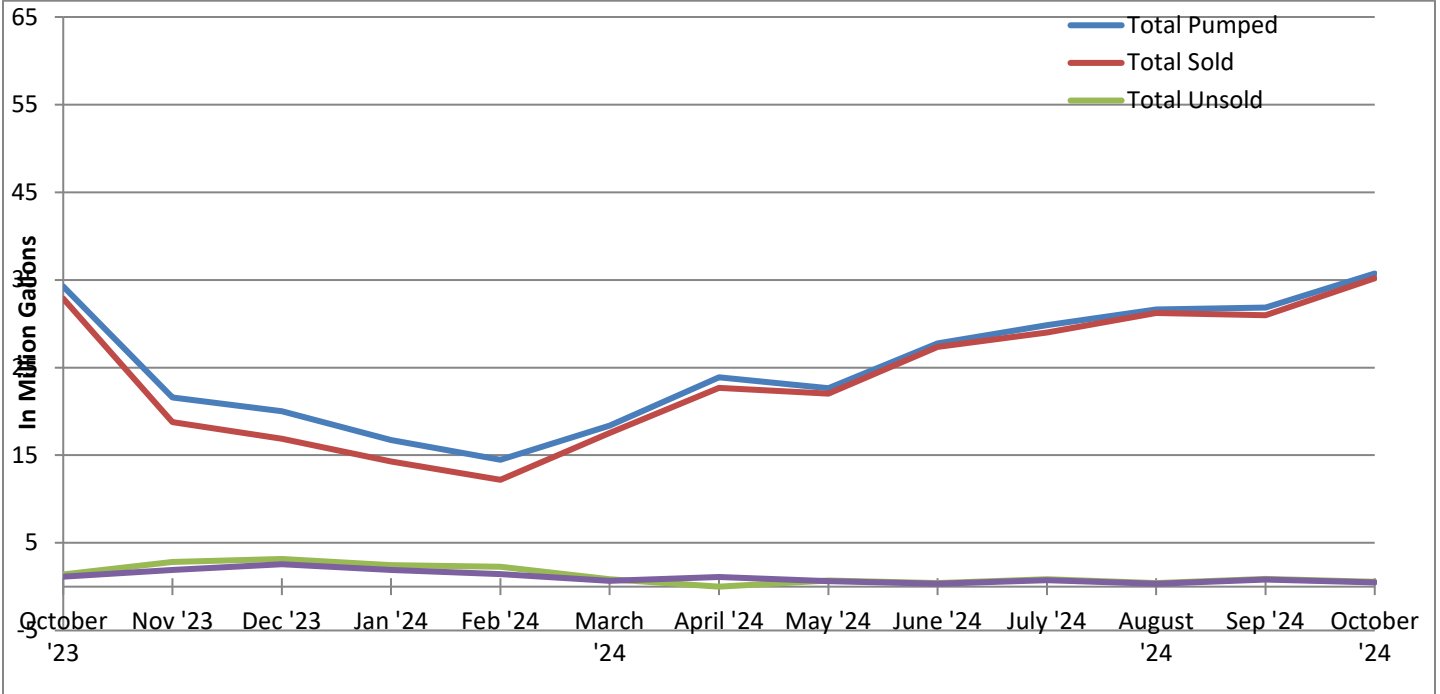


	Month:	Year:	Available:	Stage:
Edwards Well Usage AC/FT:	50.80	301.05	229.93	4
Trinity Well Usage AC/FT:	50.72	441.39	N/A	0

Water Quality

Bacteriological Samples:	Due:	Missed:	Passed:	Failed:
Distribution samples:	6	0	6	0
Chlorine Residual test:	31	0	31	0
Special Samples:	1	0	1	0

2023 – 2024 Pumping Report



	Total Pumped (Thousands)	Total Sold (Thousands)	Total Unsold (Thousands)	Unaccountable Unsold (Thousands)	Unaccountable Unsold %
Oct '23	34,260	32,874	1,386	1,138	3.3%
Nov '23	21,584	18,777	2,807	1,907	8.0%
Dec '23	20,026	16,868	3,158	2,558	12.0%
Jan '24	16,712	14,276	2,436	1,896	11.3%
Feb '24	14,476	12,191	2,285	1,445	10.0%
March '24	18,375	17,527	8,480	679	3.7%
April '24	23,884	22,677	1,207	111	4.6%
May '24	22,660	22,018	692	592	2.9%
June '24	27,746	27,355	391	331	1.2%
July '24	29,853	29,010	843	744	2.5%
August '24	31,637	31,223	404	328	1.0%
September '24	30,972	31,860	888	792	2.5%
Oct '24	35,730	35,186	544	484	1.4%
Yearly Average	25,224	23,988	1,963	1,000	5.0%
	Yearly national average				16%

Utilities Department Monthly Activities:

New Installed Meters	0	Work Orders	291
Meter Replacements	5	Locates	58
City Owned Leaks		Irrigations Permits Issued	1
Meters Read	1701	Total Rebates	1
Meter Tests	0		0

AMI Information

Total Portal Customers: 861

Meter Daily Readability Percentage: 99.67% for 1,646 assigned meters (current bill cycle)

Main Breaks/City Repairs: 1 service line repair

Estimated Water Loss (gallons): 10,000

Location: Shinning Elk

Explanation: Service line connection to the water main was most likely not tightened down to the water main correctly when it was originally installed which over time caused water to get past the O Ring seal which created two holes in the main. We had to install a repair clamp over the holes and a new service saddle to restore the water service.

Leak Adjustments

New Requests		Waiting for Customer	1	Approved	0	Amount Approved		Denied	0	Sent to Water Commission	0
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Employee Training/certifications



Garden Ridge Library

Volume IX, Issue 2
November 6, 2024

Monthly Library Update

By Linda Crosland, Library Director

For leisure, for learning, for life!

Upcoming Activities for November

Children's Activities

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

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

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

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

Adults' Activities

Special Activities

Lunch-n-Learn, "Small Tree Care and Management" November 21, 12:00 noon. .

Regular Activities

1st Tuesday, November 5, **Card Making for Troops**, 1:00 pm

3rd Tuesday, November 19, **Card-making**, 1:00 pm

Thursdays, **Adult Coloring**, 1:00 pm

All Ages:

First Saturday (Nov. 2), **Advanced Lego Robotics**, 10:00-12:30

November 8, **Veterans Day Celebration:**

-**Flag Retirement**, 11:00 am

-**Posting Colors and Celebration**, 11:45 am

You are kindly asked to R.S.V.P. by Monday, November 4.

Department Statistics for October

Visits to the Library 1,114

Items Checked Out 2,130

\$ Saved by checking out hardcopy books
during month \$9,087

\$ Saved by using eBooks \$6,663

New Patrons Added 16

New Items Added, Physical books 77

-Libby Books + Libby Advantage

-Boundless 1,768

Volunteer Hours 140

Activity Statistics

Children's Preschool Storytime 156

Children's Elementary Age Activities 169

Adult Classes—Coloring, Book club,
crafts, Lunch-n-Learns 79

Total 399

Trunk or Treat (approximately) 450

Activity Totals (app.) 849

"It is well known that reading quickens the growth of a heart like nothing else."

—Catherynne M. Valente

memorandum

To: Garden Ridge City Council
From: Trihydro Corporation
cc: Ms. Nancy Cain, City Manager, City of Garden Ridge
Date: October 25, 2024
Re: Engineering Report for November 2024 Council Meeting

The intent of this memorandum is to provide the status of various projects that Trihydro is currently working on for the City of Garden Ridge. Updates to this memorandum subsequent to submittal will be provided at the council meeting.

FM 2252 TxDOT Project

- Project Background
 - This project is for the relocation of waterline in conjunction with TxDOT's FM 2252 roadway project. Trihydro staff are working with TxDOT to relocate existing waterlines in anticipation of roadway work.
 - Contract Price – \$1,156,484.00
 - Percent Complete – 82%
 - Schedule – Estimated completion date on hold.
- Project Status
 - The contractor demobilized and will remobilize after abandoned poles are removed and CenterPoint has completed work through the FM 3009 intersection. CenterPoint has indicated they will not complete work at the FM2252/FM3009 intersection until March 2025. CPS Energy has yet to remove vacated poles at this time.

Land Development Projects

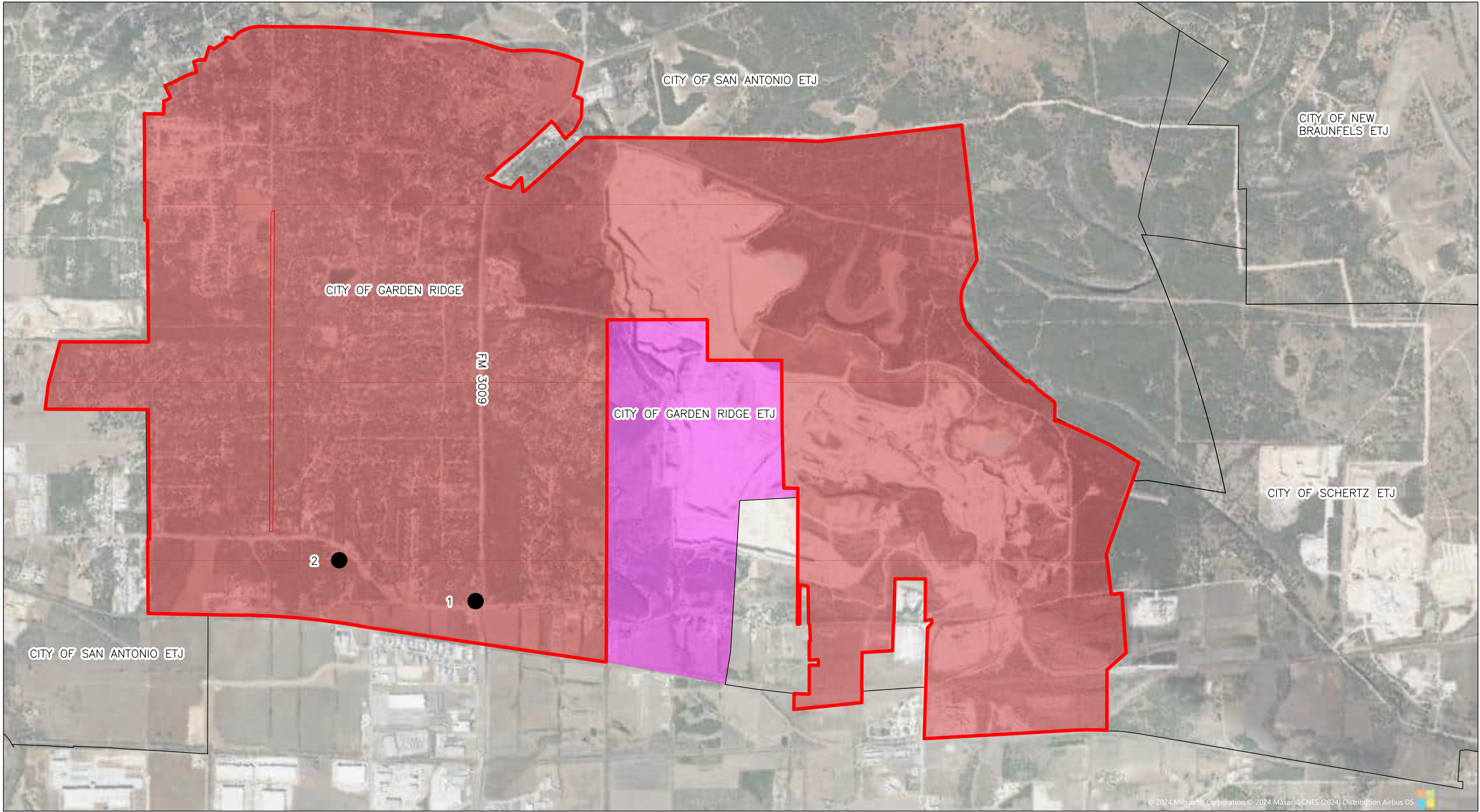
- The Revival
 - A progress meeting was held with The Revival development team on October 22nd. This meeting covered review items, required documentation, and review timelines. Offsite sewer extension route options are also being analyzed prior to making a recommendation.

Miscellaneous Engineering Services

- San Antonio Extra-Territorial Jurisdiction (ETJ) Analysis
 - Trihydro generated a proposed ETJ exhibit to for further analysis of focus areas.

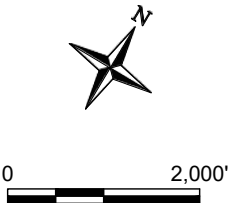
FIGURE

L:\CITY OF GARDEN RIDGE - DOCUMENTS\CADD\CITYENGINEER\FIGURES\GARDENRIDGEPROJECTLOCATIONS



EXPLANATION

- CITY OF GARDEN RIDGE CITY LIMIT
- CITY OF GARDEN RIDGE ETJ
- 1 PROJECT - FM 2252 WATER LINE
- 2 DEVELOPMENT REVIEW - THE REVIVAL





Trihydro
CORPORATION

New Braunfels Austin
1672 Independence Dr., Ste. 315 1005 E Saint Elmo Rd Building 7
New Braunfels, Texas 78132 Austin, TX 78745
(P) 830/626.3588 (F) 830/626.3544 (P) 512/442.3008 (F) 512/448.7811
www.trihydro.com

FIGURE 1			
CURRENT PROJECT LOCATIONS			
ENGINEER'S REPORT CITY OF GARDEN RIDGE			
Drawn By: JM	Checked By: HC	Scale: 1" = 2000'	Date: 10/25/2024

COMAL APPRAISAL DISTRICT

900 S. SEGUIN AVENUE
NEW BRAUNFELS, TX 78130

JEFFREY J. BOOKER, RPA
CHIEF APPRAISER

October 24, 2024

Mayor Robb Erickson
City of Garden Ridge
9400 Municipal Parkway
Garden Ridge, TX 78266

RE: 2025 and 2025-2027 Comal Appraisal District Board of Directors Election Ballot

Dear Mayor Erickson:

Enclosed is the 2025 and 2025-2027 Board of Directors ballot for the City of Garden Ridge. As per Section 6.03(d) of the Texas Property Tax Code, *"The voting entitlement of a taxing unit that is entitled to vote for directors is determined by dividing the total dollar amount of property taxes imposed in the district by the taxing unit for the preceding tax year by the sum of the total dollar amount of property taxes imposed in the district for that year by each taxing unit that is entitled to vote, by multiplying the quotient by 1,000, and by rounding the product to the nearest whole number. That number is multiplied by the number of directorships to be filled. A taxing unit participating in two or more districts is entitled to vote in each district in which it participates, but only the taxes imposed in a district are used to calculate voting entitlement in that district."*

**WHEREAS, Section 6.03(k-1), "This subsection applies only to an appraisal district established in a county with a population of 120,000 or more. The governing body of each taxing unit entitled to cast at least five percent of the total votes must determine its vote by resolution adopted at the first or second open meeting of the governing body that is held after the date the chief appraiser delivers the ballot to the presiding officer of the governing body. The governing body must submit its vote to the chief appraiser not later than the third day following the date the resolution is adopted."*

Also, Section 6.03(k) of the Texas Property Tax Code requires that *"The governing body of each taxing unit entitled to vote shall determine its vote by resolution and submit it to the chief appraiser before December 15."* **Therefore please submit results of that vote to the Chief Appraiser of the Comal Appraisal District by December 15, 2024 on the enclosed ballot and resolution document.**

In calculating this year's votes, it is determined that the City of Garden Ridge has **27 votes** to cast in this election.

Sincerely,



Jeffrey J. Booker, RPA
Chief Appraiser

Enclosure

Cc: Ms. Nancy Cain

*Please consult your attorney for legal advice

OFFICIAL BALLOT and RESOLUTION

Issued to: City of Garden Ridge

TO ELECT BOARD OF DIRECTORS FOR THE COMAL APPRAISAL DISTRICT FOR THE YEARS 2025 and 2025-2027

Directions: Please enter the number of votes cast on the blank space opposite the name of the candidate or divide those votes amount any number of the candidates. You have 27 total available votes.

	CANDIDATES	NOMINATING BODY	TERM	VOTES CAST
1.	Eric Couch	City of New Braunfels & Comal County	2025-2027	_____
2.	James Long	Comal County	2025	_____
3.	Douglas Miller Jr.	Comal County	2025-2027	_____
4.	Robert Slupik	Comal County	2025-2027	_____
5.	John Tyler	Comal County	2025	_____

Issued under my hand this 24th day of October, 2024.


Jeffrey J. Booker, RPA
Chief Appraiser

RESOLUTION OF VOTES CAST TO ELECT DIRECTORS FOR THE COMAL APPRAISAL DISTRICT FOR THE YEARS 2025 and 2025-2027

WHEREAS, Section 6.03(k), of the Texas Property Tax Code requires that each taxing unit entitled to vote cast their vote by Resolution and submits results of that vote to the Chief Appraiser of the Comal Appraisal District by December 15, 2024.

*WHEREAS, Section 6.03(k-1), This subsection applies only to an appraisal district established in a county with a population of 120,000 or more. The governing body of each taxing unit entitled to cast at least five percent of the total votes must determine its vote by resolution adopted at the first or second open meeting of the governing body that is held after the date the chief appraiser delivers the ballot to the presiding officer of the governing body. The governing body must submit its vote to the chief appraiser not later than the third day following the date the resolution is adopted.

THEREFORE, the City of Garden Ridge submits the above Official Ballot, as issued by the Chief Appraiser, stating the vote for candidates for the election of the Board of Directors for the Comal Appraisal District.

ACTION TAKEN this _____ day of _____, 2024, in _____ Session of the governing body of the above mentioned taxing unit; as authorized under Section 6.03 of the Texas Property Tax Code for the purpose of casting votes to elect the Board of Directors of the Comal Appraisal District.

ATTEST:

*Please consult your attorney for legal advice

ORDINANCE NO. 22-112024

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GARDEN RIDGE, TEXAS, REGULATING TRAFFIC ON STREETS, ROADS, AND HIGHWAYS WITHIN THE CITY OF GARDEN RIDGE BY ESTABLISHING STOP SIGN LOCATIONS AND PLACEMENT OF TRAFFIC CONTROL DEVICES; ESTABLISHING PRIMA FACIE SPEED LIMITS AND PLACEMENT OF TRAFFIC CONTROL DEVICES; ESTABLISHING THROUGH TRUCK TRAFFIC REGULATIONS AND PLACEMENT OF TRAFFIC CONTROL DEVICES; ESTABLISHING “NO PARKING ZONES”; REGULATING AND REQUIRING PERMITS FOR CERTAIN ASSEMBLAGES AND PROCESSIONS; PROVIDING A PENALTY; PROVIDING FOR SEVERABILITY; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, the City of Garden Ridge, Texas (“the City”) is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

WHEREAS, pursuant to Section 545.356 of the Texas Transportation Code, the City has the authority to establish prima facie maximum reasonable and prudent speeds within its corporate boundaries for vehicles on streets and highways; and

WHEREAS, pursuant to Section 542.202 of the Texas Transportation Code, the City has the authority to designate school zones; and

WHEREAS, pursuant to Section 311.001 of the Texas Transportation Code, the City has the exclusive control over and under the public highways, streets, and alleys of the City and may regulate the stopping, standing and designate no parking areas and truck traffic routes to facilitate the reasonable movement of traffic; and

WHEREAS, use of certain streets and highways by truck traffic (as defined by ordinance) is incompatible with neighborhood business and residential areas and can cause costly damage to street infrastructure, impede the flow of traffic, and cause potential injury to property and human life; and

WHEREAS, the City Council finds that there are alternate routes throughout the City that provide sufficient connectivity for truck traffic to traverse through the City; and

WHEREAS, there is no burden on intra- or interstate commerce and any inconvenience is minimal compared to the governmental interest of protecting human life and property; therefore, such traffic should be diverted accordingly; and

WHEREAS, the City Council has determined that the safety and welfare of the citizens and other members of the traveling public require that additional regulations are needed and Amendments to the Ordinance regulating traffic are necessary from time to time; and

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

SECTION 1. CITY OF GARDEN RIDGE, ORDINANCE 22.

The City Council hereby revokes and repeals in its entirety the now existing Ordinance No. 22 and replaces it by adoption of the regulations contained in this Ordinance, effective upon adoption and any publication requirements. Annex A, Annex B, and Annex C are a part of this Ordinance.

SECTION 2. DEFINITIONS.

The following words and phrases, when used in this Ordinance, shall have the meanings respectively ascribed to them hereunder. Additional definitions will include, but may not be limited to, those contained in Texas Transportation Code and shall be used to define words and phrases not herein defined.

Authorized Emergency Vehicle means all authorized vehicles as defined by Texas Transportation Code Section 541.201.

Business District means the territory contiguous to and including a roadway when within six hundred (600) feet along such roadway there are buildings used for business or commercial purposes which may occupy three hundred (300) feet of frontage on one side or three hundred (300) feet collectively on both sides of the roadway.

Driver shall mean every person who drives or is in actual physical control of a vehicle.

Intersection(s) means:

- The area embraced within the prolongation or connection of the lateral curb lines. If none, then the lateral boundary lines of the roadways of two highways which join one another at, or approximately at, right angles; or the area within which vehicles traveling upon different highways joining at any other angle which may come in conflict; and
- The area where a highway includes two roadways thirty (30) feet or more apart, then every crossing of each roadway of such divided highway by an intersecting highway shall be regarded as a separate intersection. In the event such intersecting highway also includes two roadways thirty (30) feet or more apart, then every crossing of two roadways of such highways shall be regarded as a separate intersection.

Light Truck is a truck with a manufacturer's rated carrying capacity of less than two thousand (2,000) pounds, including trucks commonly known as pickup trucks, panel delivery trucks, and carryall trucks, as defined in the Texas Transportation Code.

Motor Vehicle means a self-propelled vehicle or a vehicle that is propelled by electric power from overhead trolley wires. The term does not include an electric bicycle or an electrical personal assistive mobility device, as defined by Section 551.201 of the Texas Transportation Code.

Owner means a person who owns the legal title of a vehicle or in the event a vehicle is the subject of an agreement for the conditional sale or lease thereof with the right of purchase upon performance of the conditions stated in the agreement and with an immediate right of possession in the conditional vendee or lessee, or in the event a mortgagor of a vehicle is entitled to possession, then such conditional vendee or lessee or mortgagor shall be deemed owner for the purpose of this Ordinance.

Pedestrian shall mean any person on foot.

Person shall mean every natural person, firm, partnership, association, or corporation.

Police Officer means every officer authorized to direct or regulate traffic and to cite or make arrests for violations of traffic regulations and other laws affecting such regulations.

Proof of Route is written verification of pick-ups, deliveries, or destinations, which may include a log book, delivery slip, shipping order, bill, or other document which identifies and specifies the date, address, and name of the person requesting or directing the pick-up or delivery and the destination of the pick-up or delivery being within the corporate limits of the City of Garden Ridge, or another location the only means access for which is by roadways on which through truck traffic is prohibited.

Residence District is the territory contiguous to and including a highway not comprising a business district when the property on such highway for a distance of three hundred (300) feet, or more, is improved with residences and previously existing buildings now used for business.

Right of Way means the privilege of immediate use of the roadway.

Roadway shall mean that portion of a highway improved, designed, or ordinarily used for vehicular travel. In the event a highway includes two or more separate roadways, the term "roadway" as used herein shall refer to any such separately but not to all such roadways collectively.

Street, road, or highway is the entire width between the boundary lines of every way publicly maintained when any part thereof is open to use by the public for purposes of vehicular traffic.

Through Truck or Through Truck Traffic is the operation of a truck, as the term "truck" defined by Texas Transportation Code Section 541.201 (including, but not limited, to truck tractors, road tractors, semitrailers, pole trailers and special mobile equipment) through the corporate limits of the City having no destination, pick-up, or delivery point within the corporate limits of the City.

Traffic means pedestrians, ridden or herded animals, vehicles, and other conveyances either singly or together while using a street, road, or highway.

Traffic Control Device means all signs, signals, markings, and devices erected by and in the City of Garden Ridge for the purpose of regulating, warning, or guiding traffic.

Traffic Control Signal means any device, whether manually, electrically, or mechanically operated by which traffic is alternately directed to stop and to proceed.

Truck means a motor vehicle designed, used, or maintained primarily to transport property.

Truck tractor means a motor vehicle designed and used primarily to draw another vehicle but not constructed to carry a load other than a part of the weight of the other vehicle and its load.

Vehicle means every device, in which or by which any person or property is or may be transported or drawn upon a street, road, or highway.

SECTION 3. GENERAL TRAFFIC REGULATIONS.

- a) **Required Obedience To Traffic Laws** – It shall be unlawful and it is a misdemeanor for any person to do any act forbidden, or fail to perform any act required in this Ordinance and the Texas Motor Vehicle Laws within the City of Garden Ridge, Comal County, State of Texas.
- b) **Traffic Control Devices** – Traffic regulating devices such as signs, lights, signals, and roadway surface markers may be installed on the streets, roads, and highways within the corporate limits of the City, and at such places as designated by the State of Texas and the City.
- c) **Operating An Unregistered Vehicle** – A motor vehicle which has not been registered, as required by law, shall not be operated upon any roadway, street, highway, within the City of Garden Ridge. Any person operating, or as owner permitting operation of, an unregistered or unlicensed vehicle which requires registration and licensing by state statute shall be charged with a misdemeanor for violation of such laws and this Ordinance.
- d) **Negligent and/or Reckless Damage to Roadways. Streets. Rights of Ways and City Parks in Garden Ridge** – Any person driving, operating, or in charge of any vehicle or animal that does repairable damage to any roadways, street, right of way, or any public place (City, park, etc.) in Garden Ridge, such person shall be determined liable for repair, cost of repair, or replacement.
- e) **Stop Signs** – All Stop Signs and their physical locations within the City of Garden Ridge are approved and erected at the designated intersections by the State of Texas, Comal County, and the City of Garden Ridge. These stop signs are enumerated in "Attachment 1 Annex A". Except when directed to proceed by a police officer or other traffic control device, every driver of a vehicle approaching a stop intersection, as indicated by a "Stop Sign", shall stop before entering said intersection.
- f) **Speed Regulation** – Within the City of Garden Ridge, the maximum, reasonable, and prudent speed limit shall be thirty miles per hour (30 MPH) on all streets in residential areas unless otherwise posted and ordained herein. No person shall drive a vehicle on a street, road, or highway at a speed greater than is reasonable and prudent under the circumstances then existing. Speed limits specified herein are attached in "Attachment 2 Annex B" and shall be lawful; but, any speed in excess of these limits shall be prima facie evidence that the speed in excess of the specified limits is not reasonable nor prudent and that it is unlawful. No person shall drive a vehicle upon the roadways in Garden Ridge at such a slow speed as to impede traffic except when reduced speed is necessary, or properly directed, for safe operation or compliance with law.
- g) **Exceptions To Speed Limit Restrictions** – The provisions of this Ordinance regulating speeds shall not apply to vehicles operated by a Fire Department, Police Officers acting in their official capacity, nor to physicians or ambulances responding to emergency calls.
- h) **No Parking Zones** – No Parking Zones are established within the City to aid in giving access to places of public gathering for emergency vehicles and personnel. The areas designated as "No Parking Zones" are defined in "Annex C" of this Ordinance.

SECTION 4. THROUGH TRUCK TRAFFIC REGULATIONS.

All public streets, except FM 3009 and FM 2252, within the corporate limits of the City are closed to through truck traffic. This prohibition does not apply to Authorized Emergency Vehicles, Light Trucks, or Trucks with drivers that are able to produce proof of route within the corporate limits of the City.

- a) A "Through Truck Traffic Route" is established in the City of Garden Ridge as follows:
 - 1. On FM 2252, within the City Limits as traffic enters the City until traffic exits the City Limits.
 - 2. On FM 3009, within the City Limits as traffic enters the City until traffic exits the City Limits.
 - 3. On Old Nacogdoches Road from FM 2252 to the northern City limits.
- b) The Chief of Police is hereby authorized and directed to cause appropriate "THROUGH TRUCK TRAFFIC ON FM 2252 AND FM 3009 ONLY" signs and any other signage necessary to be installed in the appropriate locations to properly delineate the through truck traffic route. The Chief of Police is hereby directed to consult with the Texas Department of Transportation in the installation of said signs. The Chief of Police is further directed to cause appropriate signs to be installed informing the public that through trucks are permitted to travel through the City of Garden Ridge, Texas only on the designated through truck traffic routes. The location of such signs shall be shown in the list of traffic control devices attached to this ordinance.
- c) Any person, firm, or corporation who operates a Truck or causes a Truck to be operated on any roadway in the City in violation of this Ordinance, shall, upon being found guilty of such violation by a Court of competent jurisdiction, be fined up to five hundred dollars (\$500.00) per violation, in accordance with the Traffic Control Ordinance of the City of Garden Ridge, Texas. Each roadway on which a truck is operated in violation of this Ordinance constitutes a separate and independent offense when enforcing this Ordinance.

SECTION 5. RESTRICTED TURN IN INTERSECTIONS.

- a) It shall be unlawful for the driver of any vehicle to make a left turn as indicated at the following location(s) between 7am and 8am Monday through Friday school days only:
 - 1. Teakwood Dr. onto FM 3009
- b) The City of Garden Ridge will erect and maintain "No Left Turn" signs at the above location(s).

SECTION 6. PEDESTRIAN TRAFFIC.

There shall be no pedestrian traffic allowed to cross Municipal Parkway between the hours of 7:00am and 8:00am, Monday through Friday school days only.

- a) The City of Garden Ridge will erect and maintain "No Pedestrian Crossing" signs at the above location.
- b) The City Manager is authorized to waive the no pedestrian traffic provision for school related programs and activities at Garden Ridge Elementary School after coordination with the school Principal or their authorized designee.

SECTION 7. ASSEMBLAGES AND PROCESSIONS.

- a) Except as otherwise provided herein, it shall be unlawful for any person or entity to conduct, engage in, participate in, organize, promote, form, start, cause, or allow an assemblage or procession of eleven (11) or more vehicles or beasts of burden, or twenty five (25) or more pedestrians on the streets and highways of the City, unless:
 - 1. a written permit has previously been obtained from the Chief of Police of the City of Garden Ridge at least thirty (30) calendar days prior to the event date; and
 - 2. an official police escort or traffic control detail being sufficient to meet traffic safety requirements has been arranged for in advance of the event and approved by the Chief of Police.
- b) For the purpose of this section, "assemblage or procession" shall mean any group of eleven (11) or more vehicles or beasts of burden, or any group of twenty-five (25) or more pedestrians being operated on or occupying public streets within the City limits of the City of Garden Ridge within such proximity to each other that they pass the same point along any roadway of the City within ten (10) minutes of each other.
- c) The Chief of Police may deny approval of any event requiring approval under Subsection A of this Section which in his determination will pose an unreasonable traffic safety risk or unreasonable disruption of traffic on the City's streets. Any appeal of the decision of the Chief of Police shall be made in writing to the City Manager within ten (10) business days of the receipt by the applicant of notice of denial of permit.
- d) A processing fee of twenty-five dollars (\$25.00) shall be submitted with each permit application to cover the City's administrative costs in processing the application. After receipt of the application, the City will calculate the remainder of the permit fee to be owed by the applicant based upon the City's projected costs for the event. The permit fee will include the current Police Department hourly security contract rate per traffic control officer provided by the City at the event. Within five (5) business days of the City's receipt of the application and the processing fee, the City will either notify the applicant the permit has been denied or will notify the applicant of the additional permit fee amount to be paid by the applicant prior to the issuance of the permit. The additional permit fee amount will be due from the applicant within ten (10) business days from the date the applicant receives notification of the additional permit fee amount. Within three (3) business days from the date the City receives payment of the additional permit fee amount, the City will issue the permit to the applicant at the address stated on the application. If an event lasts longer than anticipated, the permit holder shall pay any additional fee for City services within ten (10) business days of receipt of a bill for same from the City at the address provided on the application for permit.
- e) Permit fees for events approved by City Council shall be set by the City Council at the time of their approval or as otherwise provided by law.

- f) Repetitive Events. Any event which will be recurring on a regular or repetitive basis during any calendar year may be permitted by an application for a "repetitive event permit" which lists the date and time of each scheduled recurrence of the event for the year. The permit for each recurrence date listed on the "repetitive event permit" will be conditioned upon payment by the permit holder of the additional permit fee. The permit fee will be due at least thirty (30) calendar days prior to the recurrence date.
- g) Variance Procedure. Any person or organization wishing to apply for a variance may do so by submitting a request for hardship variance to the City Manager or designee. A request for hardship variance shall state the special circumstances under which compliance with this Section will impose undue hardship on the person or entity. The City Manager may reject any such request for variance and such rejection may be appealed to the City Council at their next regularly scheduled meeting for which time permits by submitting a request in accordance with Council procedures. The City Manager may waive the permit fee for a non-profit organization under a hardship variance only if they determine this will not result in the illegal donation of City funds.
- h) The City of Garden Ridge is not required to provide security or insurance for any event it permits and by granting a permit for the event does not make any representation as to the safety of the event or the safety or suitability of any road in the City for the passage of vehicles, beasts of burden, or pedestrians. Each person or entity requesting a permit from the City shall be required to sign an agreement by which they hold the City harmless and indemnify the City for any claims, liability, loss, or damages arising out of the event or as a result of the City's allowing the event to be held upon the streets in the City.
- i) Exceptions. The provisions of this section DO NOT apply to the following:
 - 1. Pedestrians participating in Traditional Seasonal events including but not limited to Halloween Trick or Treat, Caroling, or any other such events which may be deemed appropriate by the City Council;
 - 2. Parades or events approved by or sponsored by the City Council; and
 - 3. Funeral processions conducted by houses of worship or professional Funeral Director.

SECTION 8. PENALTY.

Any person, entity, or corporation violating any provision of this Ordinance, within the corporate limits of Garden Ridge, shall be guilty of a misdemeanor and shall be subject to a fine not to exceed five hundred dollars (\$500.00), with each day such offense continues constituting a new and separate offense. Each and every person or entity participating in any event which violates this Ordinance may be fined separately. Where state law controls the maximum penalty as a fine not to exceed two hundred dollars (\$200.00), such penalty shall be assessed and control over the provisions of this Ordinance.

SECTION 9. SEVERABILITY.

If any section, paragraph, sub-paragraph, clause, or phrase of this amendment shall be adjudged to be invalid or held to be unconstitutional, the same shall not affect the validity of this Ordinance as a whole or any part of any provision thereof other than the part so decided to be invalid or unconstitutional.

SECTION 10. FINDINGS. All of the above premises are hereby found to be true and correct legislative and factual findings of the City of Garden Ridge and are hereby approved and incorporated into the body of this Ordinance as if copied in their entirety.

SECTION 11. OPEN 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.

SECTION 12. EFFECTIVE DATE.

This Ordinance shall become effective immediately upon its passage, approval, and publication as provided by law.

PASSED AND APPROVED ON this 6th day of November, 2024.

Robb Erickson
Mayor

ATTEST:

Marisa Spencer
City Secretary

Attachment 1

ANNEX A
TRAFFIC CONTROL DEVICE LOCATIONS

1. Stop Signs

+ *Enforcement through Traffic Code Chapter 545.256*

• Three or Four Way Stop

* State or County Maintained

<u>STREET</u>	<u>DIRECTION</u>	<u>STOP SIGN LOCATION</u>
Aster Circle	West	Hoya Lane
Arrowood Drive	South	FM 2252
Audrey Ridge	East	Regency Run
Azalea Circle	West	Hoya Lane
Azalea Gate	East	Hoya Lane
*Bat Cave Road	South	FM 2252
Beltorm	North	Tuscan Hills Drive
Bent Brook Drive	East	Deer Canyon Drive
Berean Way	West	Paradise Pass
Blazing Star Trail	East	Timber Rose Drive
•Blazing Star Trail	West	Grass Creek Road
•Blazing Star Trail	East	Grass Creek Road
*Blazing Star Trail	West	Bat Cave Road
Blue Bell Drive	East	Timber Rose Drive
*Bindseil Lane	East	Bat Cave Road
*Bindseil Lane	West	Bat Cave Road
Bindseil Lane	East	Forest Waters Circle
Calley Circle	West	Regency Run
•Cedar Branch	East	Hickory Bend Drive
Cedar Branch	North	Gardenia Bend Drive
Cedar Cavern	North	Bindseil Lane
Cinchona Trail	East	Timber Rose Drive
Cinchona Trail	West	Grass Creek Road
Creekview	West	Bat Cave Road
Cristobal	South	Verano Drive
Cristobal	North	Tuscan Hills Drive
Deer Canyon Drive	North	Tuscan Hills Drive
Deer Canyon Drive	South	Schoenthal Road
Deer Garden	North	Bindseil Lane
Doerr Lane	North	Nacogdoches Loop
Doerr Lane	South	Rail Crossing
Fairview Drive	North	Schoenthal Road
•*FM 2252	North	FM2252/Old Nacogdoches
•*FM 2252	East	FM 2252/Old Nacogdoches
Forest Waters Circle	East	Water Wood Drive

Forest Waters Circle	West	Water Wood Drive
Forest Waters Circle	South	Forest Waters Circle
*Garden Ridge Drive	West	Bat Cave Road
*Garden Ridge Drive	East	Bat Cave Road
Gardenia Bend Drive	West	Paradise Pass
Gardenia Bend Drive	South	Azalea Gate
Glen Cove	North	Forest Waters Circle
*Gloxinia Drive	East	FM 3009
Gloxinia Drive	East	Hoya Lane
Gloxinia Drive	West	Hoya Lane
Goldenrod Lane	East	Timber Rose Drive
•Goldenrod Lane	East	Sorrel Lane
•Goldenrod Lane	West	Sorrel Lane
•Grass Creek Road	South	Blazing Star Trail
•Grass Creek Road	North	Blazing Star Trail
Grass Creek Road	South	Garden Ridge Drive
Hampton Park	North	Schoenthal Road
•Hickory Bend Drive	South	Cedar Branch
•Hickory Bend Drive	North	Cedar Branch
*Hickory Bend Drive	South	FM 2252
Hoya Lane	North	Gloxinia Drive
+John T. Phillips Municipal Parkway	North 9400 Block-Garden Ridge Elementary School Lot	John T. Phillips Municipal Parkway
John T. Phillips Municipal Parkway	South 9400 Block-City Hall Parking Lot	John T. Phillips Municipal Parkway
John T. Phillips Municipal Parkway	South 9500 Block-Community and Event Center Driveway	John T. Phillips Municipal Parkway
Katherine Glen	East	Regency Run
Larmona Cove	South	Tuscan Hills Drive
•Las Cimas Drive	North	Tuscan Hills Drive
•Las Cimas Drive	South	Tuscan Hills Drive
Lloyds Park	North	Garden Ridge Drive
Magic Falls	West	Hickory Bend
Marie Meadow	East	Regency Run
*Meadow Rue	East	FM 3009
Meadow Rue	West	Hoya Lane
Michelle Hill	East	Regency Run
Mountain Laurel Lane	North	Garden Ridge Drive
Mountain Laurel Lane	North	Gloxinia Drive
Mountain Laurel Lane	South	Gloxinia Drive
Mountain Laurel Lane	South	Gardenia Bend Drive
*Nacogdoches Loop	East	FM 2252
*Nacogdoches Loop	North	FM 2252
*Old Nacogdoches Road	East	Quarry Rail Spur

*Old Nacogdoches Road	West	Quarry Rail Spur
●*Old Nacogdoches Road	West	FM 2252
Oro Viejo Court	North	Cinnabar Court
Oro Viejo Court	South	Tuscan Hills Drive
Osage Circle	East	Osage Trail
Osage Trail	North	Fairview Drive
Osage Trail	South	Goldenrod Lane
Park Lane Court	North	Park Lane Drive
Park Lane Drive	East	Bat Cave Road
Parkview Drive	East	Bat Cave Road
Paseo Corto Drive	South	Verano Drive
Paseo Corto Drive	North	Tuscan Hills Drive
Paseo Corto Drive	South	Tuscan Hills Drive
Plum Ranch	South	Azalea Gate
Primrose Circle	West	Hoya Lane
Quiet Moon Drive	North	Tuscan Hills Drive
*Regency Run	South	FM 2252
*Schneider Lane	South	FM 2252
Schoenthal Road	West	Bat Cave Road
*Schoenthal Road	East	FM 3009
*Schoenthal Road	West	FM 3009
Senna Hills Drive	North	Tuscan Hills Drive
Senna Hills Drive	South	Tuscan Hills Drive
Sonata Court	East	Deer Canyon Drive
●Sorrel Lane	North	Goldenrod Lane
Sorrel Lane	South	Blue Bell Drive
Sumac Circle	West	Timber Rose Drive
Sumac Cove	East	Sorrel Lane
Sumac Lane	North	Timber Rose Drive
Sumac Lane	South	Sorrel Lane
Sundew Lane	North	Blazing Star Trail
*Teakwood Drive	East	FM 3009
Teakwood Drive	West	Timber Rose Drive
Teakwood Lane	East	Timber Rose Drive
Teakwood Lane	West	Sorrel Lane
Timber Rose Drive	North	Blazing Star Trail
Timber Rose Drive	South	Blazing Star Trail
Timber Rose Drive	South	Goldenrod Lane
Tree Top Cove	South	Forest Waters Circle
*Trophy Oaks Drive	West	FM 3009
●Tuscan Hills Drive	East	FM 3009
●Tuscan Hills Drive	West	Las Cimas Drive
●Tuscan Hills Drive	East	Las Cimas Drive
Twisted Oaks	East	Bat Cave Road

Valley Park Drive	South	Park Lane Drive
Via Posada Drive	North	Tuscan Hills Drive
Waterwood Drive	North	Schoenthal Road
Waterwood Drive	South	Forest Waters Circle
Wild Wind Park	East	Bat Cave Road
●Wild Wind Park	East	Tonkawa Pass
●Wild Wind Park	West	Tonkawa Pass
Woodland Cove	North	Forest Waters Circle

2. Yield Signs

** State or County Maintained*

*FM 2252	North	FM 3009
*FM 2252	South	FM 3009
*FM 3009	West	FM 2252
*FM 3009	East	FM 2252
*John T. Phillips Municipal Parkway	North	North Parent Parking Lot
*Nacogdoches Loop	West	FM 2252
*Nacogdoches Loop	East	FM 2252
*Old Nacogdoches Road	East	FM 2252

3. Stop Lights

** State or County Maintained*

* FM 2252	All	FM 3009
* FM 3009	Three-way	John T. Phillips Municipal Parkway

4. Through Truck Traffic Only on FM 2252 and FM 3009

** State or County Maintained*

*Bat Cave Road southbound at intersection with Park View
*Bat Cave Road northbound at intersection with Schoenthal Road
*Bindseil Lane eastbound at City Limits (8300 Block)
*Doerr Lane northbound at City Limits
*FM 2252 eastbound at City Limits
*FM 2252 westbound at intersection with Schneider Lane
*FM 3009 northbound at City Limits
*FM 3009 southbound at City Limits
*Western end of Nacogdoches Loop at FM 2252
*Eastern end of Nacogdoches Loop at FM 2252

Attachment 2

ANNEX B
MAXIMUM PRIMA FACIE SPEED LIMITS

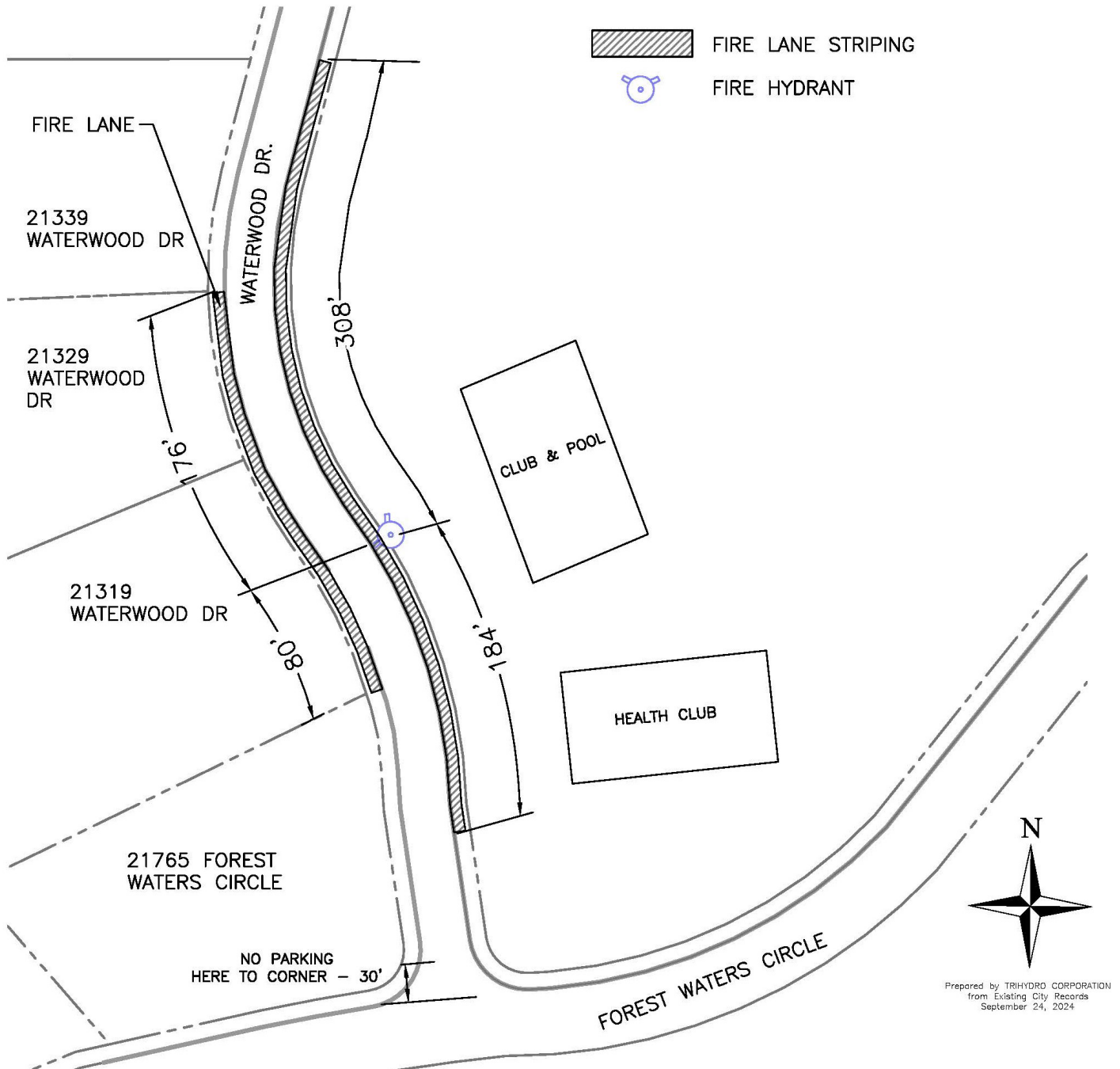
1. The Speed Limit on all streets within the City of Garden Ridge is Thirty Miles Per Hour (30MPH) unless otherwise posted.
2. Posted Exceptions to 30 Mile Per Hour speed limits:

<u>STREET</u>	<u>SPEED AND EXTENT</u>
Bindseil Lane	35 Miles per hour (35 MPH) from Bat Cave Road to City Limits, both directions
Bat Cave Road	35 Miles per hour (35 MPH) from FM 2252 to City Limits, both directions
FM 3009	Speed Limits as currently posted by the State of Texas
FM 2252	Speed Limits as currently posted by the State of Texas
Nacogdoches Loop	35 Miles per hour (35 MPH) from FM 2252 to FM 2252, both directions
Municipal Parkway	25 Miles per hour (25 MPH) from FM 3009 to termination of roadway, both directions

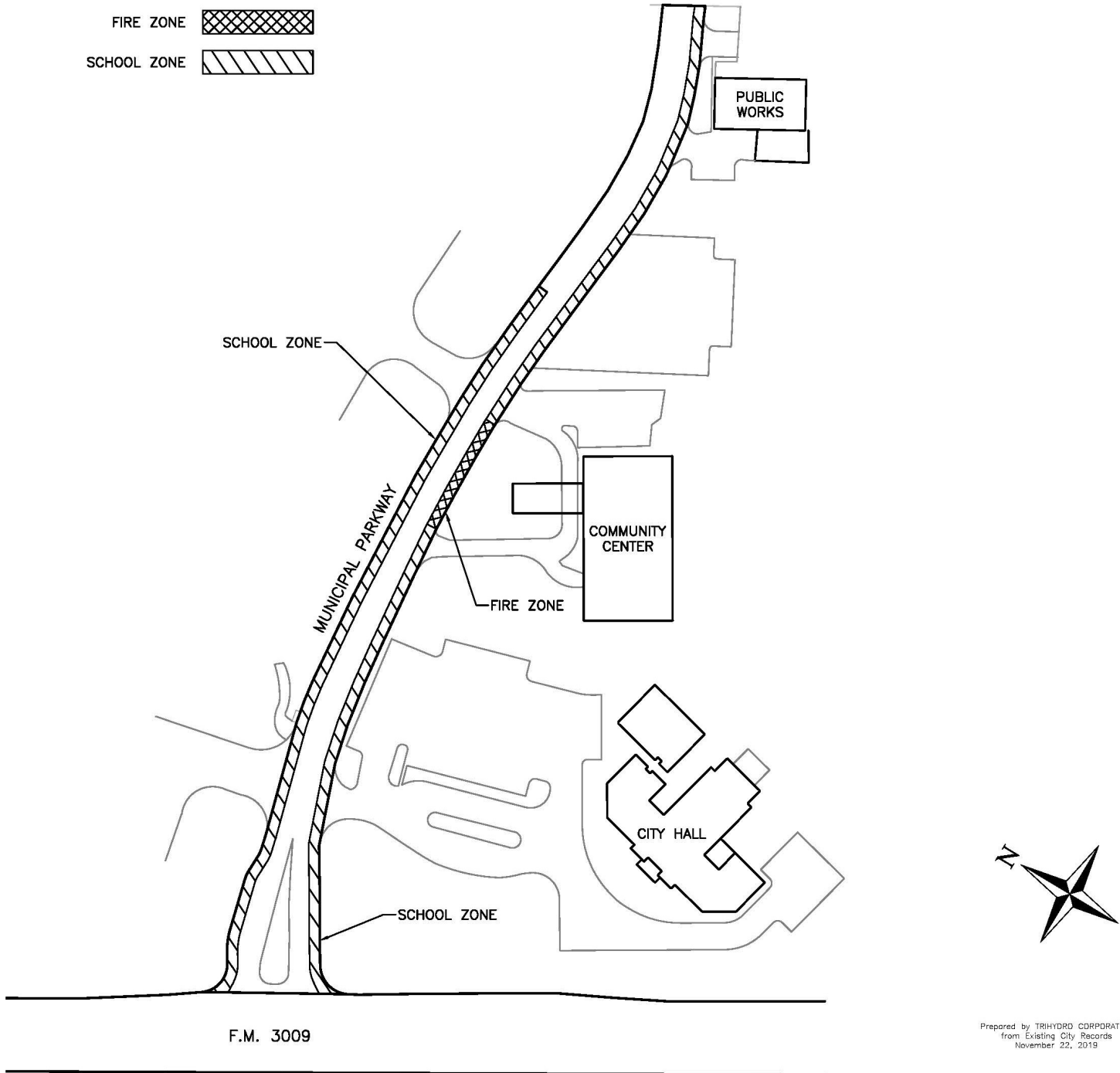
Attachment 3

ANNEX C
NO PARKING ZONES

Waterwood Drive	Safety Zone	From the intersection of Waterwood Drive with Forest Waters Circle, 30 feet north along the west curb line.
Waterwood Drive	Fire Lane	Extending 176 feet north of the fire hydrant along the west curb line, 308 feet north along the east curb line, 80 feet south along the west curb line, and 184 feet south along the east curb line.

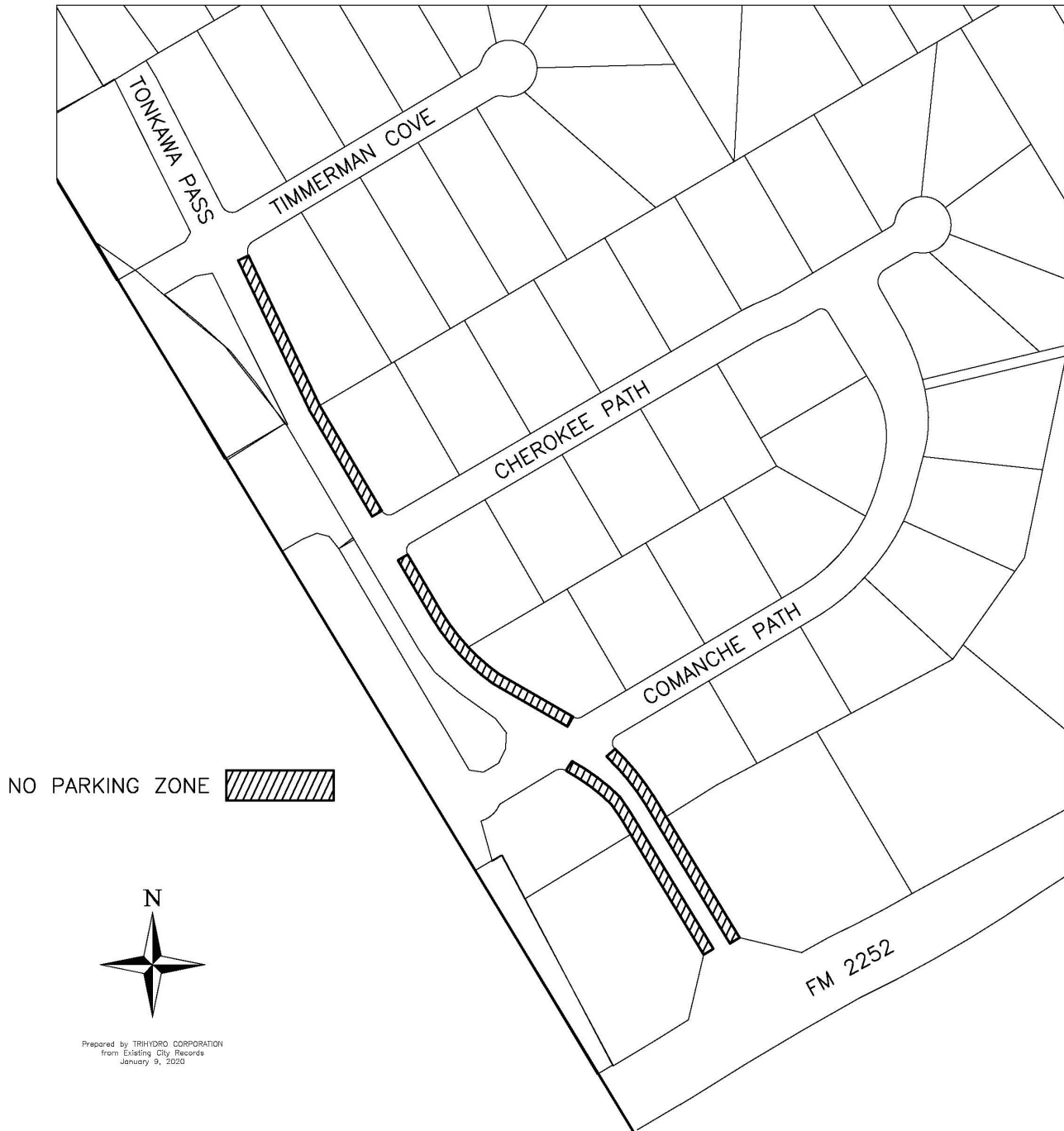


John T. Phillips Municipal Parkway	Fire Zone	On the South side starting from the most westerly driveway of the community center to the most easterly driveway of the community center.
John T. Phillips Municipal Parkway	School Zone	Both ways from FM 3009 to termination of roadway



Prepared by TRIHYDRO CORPORATION
from Existing City Records
November 22, 2019

Tonkawa Pass	No Parking Zone	On the North and South Side from FM 2252 to Comanche Path
Tonkawa Pass	No Parking Zone	On the North side from Comanche Path to Cherokee Path
Tonkawa Pass	No Parking Zone	On the North side from Cherokee Path to Timmerman Cove





Covered Applications and Prohibited Technology Policy

Date: October 25, 2024

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1.0 COVERED APPLICATIONS POLICY FOR GOVERNMENTAL ENTITIES

1.1 SCOPE AND DEFINITIONS

Pursuant to Senate Bill 1893 prohibiting the use of covered applications on government entity devices, governmental entities must establish a covered applications policy.

Governmental entities include:

- A department, commission, board, office, or other agency that is in the executive or legislative branch of state government and that was created by the constitution or a statute, including an institution of higher education as defined by Education Code Section 61.003.
- The supreme court, the court of criminal appeals, a court of appeals, a district court, or the Texas Judicial Council or another agency in the judicial branch of state government.
- A political subdivision of this state, including a municipality, county, or special purpose district.

A covered application is:

- The social media service TikTok or any successor application or service developed or provided by ByteDance Limited, or an entity owned by ByteDance Limited.
- A social media application or service specified by proclamation of the governor under Government Code Section 620.005.

This policy applies to all City of Garden Ridge full-time and part-time employees, contractors, paid or unpaid interns, and other users of government networks. All City of Garden Ridge employees are responsible for complying with this policy.

1.2 COVERED APPLICATIONS ON GOVERNMENT DEVICES

Except where approved exceptions apply, the use or installation of covered applications is prohibited on all government-owned or government-leased devices, including cell phones, tablets, desktop and laptop computers, and other internet-capable devices.

The City of Garden Ridge will identify, track, and manage all government-owned or government-leased devices including mobile phones, tablets, laptops, desktop computers, or any other internet-capable devices to:

- a. Prohibit the installation of a covered application.
- b. Prohibit the use of a covered application.
- c. Remove a covered application from a government-owned or government-leased device that was on the device prior to the passage of S.B. 1893 (88th Leg, R.S.).
- d. Remove an application from a government-owned or government-leased device if the Governor issues a proclamation identifying it as a covered application.

The City of Garden Ridge will manage all government-owned or government-leased devices by implementing the security measures listed below:

- a. Configure agency firewalls to block access to statewide prohibited services on all agency technology infrastructure.
- b. Restrict access to “app stores” or unauthorized software repositories to prevent the installation of unauthorized applications.
- c. Maintain the ability to remotely wipe non-compliant or compromised devices.
- d. Maintain the ability to remotely uninstall unauthorized software from devices.

1.3 ONGOING AND EMERGING TECHNOLOGY THREATS

To provide protection against ongoing and emerging technological threats to the government’s sensitive information and critical infrastructure, DPS and DIR will regularly monitor and evaluate additional social media applications or services that pose a risk to this state.

DIR will annually submit to the Governor a list of social media applications and services identified as posing a risk to Texas. The Governor may proclaim items on this list as covered applications that are subject to this policy.

If the Governor identifies an item on the DIR-posted list described by this section, then the City of Garden Ridge will remove and prohibit the covered application.

The City of Garden Ridge may also prohibit social media applications or services in addition to those specified by proclamation of the Governor.

1.4 COVERED APPLICATION EXCEPTIONS

The City of Garden Ridge may permit exceptions authorizing the installation and use of a covered application on government-owned or government-leased devices consistent with the authority provided by Government Code Chapter 620.

Government Code Section 620.004 only allows the City of Garden Ridge to install and use a covered application on an applicable device to the extent necessary for:

- (1) Providing law enforcement; or
- (2) Developing or implementing information security measures.

If the City of Garden Ridge authorizes an exception allowing for the installation and use of a covered application, the City of Garden Ridge must use measures to mitigate the risks posed to the state during the application's use including:

- Approval from the City Manager is required prior to installing a covered application with a specific purpose for the exception.
- The covered application must be removed upon completion of purpose.
- The City of Garden Ridge must maintain the ability to remotely uninstall the covered application if needed.
- Submission and monitoring of IT/security system reports are required while the covered application is installed.

The City of Garden Ridge must document whichever measures it took to mitigate the risks posed to the state during the use of the covered application.

2.0 POLICY COMPLIANCE

All City of Garden Ridge employees shall sign a document confirming their understanding of the agency's covered applications and prohibited technology policies.

The City of Garden Ridge will verify compliance with this policy through various methods, including but not limited to, IT/security system reports and feedback to leadership.

An employee found to have violated this policy may be subject to disciplinary action, including termination of employment.

3.0 POLICY REVIEW

This policy will be reviewed and updated as necessary to reflect changes in state law, additions to applications identified under Government Code Section 620.006, updates to the prohibited technology list posted to DIR's website, or to suit the needs of the City of Garden Ridge.



GARDEN RIDGE POLICE DEPARTMENT

9400 MUNICIPAL PARKWAY · GARDEN RIDGE, TX 78266
OFFICE: (210) 651-6441 · FAX: (210) 651-1639

MEMORANDUM

To: Mayor Erickson
Councilman Smith
Council Woman Swint
Councilman Valdez
Councilmen Arvidson
Councilman Reyes

From: Chief Eberhardt

Date: 10 October 2024

Copies:

Reference: Police Department Step Pay Program

Honorable Mayor and Council,

In 2021 the City Council adopted a Step Pay Program for city employees across the board. It was later determined in 2022 that this program did not fit well with employees other than Police Department staff, so it was dissolved for everyone except the Police Department by Council approval.

I have reviewed this policy and would like to request approval from Council for the following changes to the program.

When the program was adopted, it allowed a stipulation for officers with prior experience to receive a credit percentage for prior years of service. This credit percentage was set at 25%. At the time of the implementation, we had nothing to base this on for how it would play out for future new hires. With the passage of time, we have discovered that 25% is too low to be an incentive for officers of other agencies to consider laterally transferring to our city for employment. I am requesting the council change that rate from 25% to 50%.

To put this into perspective, I will use a recent new hire as an example. We just hired an officer with 7.5 years of experience. Based on our policy, he only received credit for one year of that service as we only allowed 25% and only whole year increments. This does not allow that officer to advance in the step program at the rate we intended to be appealing. By changing the rate to 50%, we would have allowed him to gain at least three years of service time thus bumping him into the Step 2 category making this more in line with the incentive we initially wanted.

...IN PURSUIT OF EXCELLENCE



GARDEN RIDGE POLICE DEPARTMENT

9400 MUNICIPAL PARKWAY · GARDEN RIDGE, TX 78266
OFFICE: (210) 651-6441 · FAX: (210) 651-1639

The lateral transfer incentive was meant as a tool for recruiting and retention by offering seasoned officers a little pay boost for their prior years on the job. I am also requesting in addition to changing the percentage from 25% to 50%, I be allowed to make it retro active for our last hire so that I may use this to compensate him for his prior service time. This change would allow this officer to move from Step 1 into Step 2 at his current license level.

Should you approve this change it would allow me to change his step status but the pay increase would not be retro active and would go into effect with the first full pay period following your decision.

Thank you for your consideration and I am always available to answer any questions and further explain this request to anyone who wishes more details.

Respectfully,

Ron Eberhardt
Chief of Police

...IN PURSUIT OF EXCELLENCE

POLICE DEPARTMENT WAGE POLICY CHANGE PROPOSAL

The comp time policy the city drafted several years back was done to specifically address the issues of unusual schedules in law enforcement work. The policy was drafted to allow a “Management” tool for scheduling officers while keeping within the confines of the budget and current laws. Currently this policy is not being followed and this proposal should help with a smooth implementation to become compliant.

If you calculate this out for the entire year, the officer never gets paid more than 80 hrs per paycheck from regular budget funds therefore the payrate for this schedule is done on 2080 hrs per year and not 2184 (84 hrs per week) or 2223 (85.5 hrs per week). See chart below. The hourly rate of pay for each officer should be calculated at their annual salary divided by 2080 and not the other skewed amounts which will in fact reduce their pay. The FLSA sets guidelines of when the city must pay overtime rates but the guides used do not require the officers to be scheduled a certain number of hours. An example of this is, although the chart says 14 days / 86 hours, that does not require the officers to be scheduled 86 hours each cycle. This means the city is not required to pay the overtime rate until the officer reaches 86 hours. The city may choose to pay overtime rate for anything over the scheduled hours if they so desire but it is not required.

The second piece of this equation is adjusting at which point the city will begin to pay overtime. I am requesting we use a 14 Days / 84 hours schedule for the purpose of overtime. These figures fit the FLSA chart breaking time frames down to smaller than 28-day increments. Using this breakdown, each pay period will be paid at straight time until the officer reaches 84 hours. Should the officer exceed 84 hours due to late calls, training etc., the rate would then go to the 1.5 times normal rate for overtime. The first 4 hours during a 14-day period are compensated at straight time.

If the officer does exceed the 84 hours during a 2-week period, that pay would be calculated at overtime rate and removed from the department overtime budget.

The Personnel Policy Manual should be adjusted to reflect the following:

Current:

6.1.6 Exempt and Non-exempt Status. Each Employee is designated as either exempt or non-exempt from federal and state wage and hour laws. Employees are informed of their status when hired, or subsequently, if their classification changes. An Employee’s exempt or non-exempt classification may be changed only upon written notification by Human Resources.

Non-Exempt Employee. Non-exempt Employees (other than Sworn Police personnel) are normally entitled to overtime pay for hours worked in excess of 40 hours in a workweek under applicable federal and state laws. In accordance with state law, certain Sworn Police personnel are entitled to overtime pay if they work over 171 hours in a 28-day work cycle.

Volunteering for the City. Non-exempt Employees may elect to volunteer with the understanding that the time is not considered work time and they will not be paid. Non-exempt Employees may only volunteer if the volunteer work is not similar in any way to the duties they perform in their regular paid job for the City. Employees cannot volunteer their services to the City within their own department under any circumstances. Employees are required to sign an Employee Volunteer Acknowledgement and Agreement form before they can perform volunteer work for the City. See *Appendix J* of this Manual or obtain a copy from Human Resources.

Salaried/Exempt Employee. Exempt Employees are not covered by applicable wage and hour laws. Accordingly, exempt Employees are not entitled to overtime compensation. Exempt Employees are expected to put in the hours necessary to complete their assignments in an acceptable and timely manner. Employees who are classified as exempt by the City are regularly scheduled to work 40 hours or more each week. These Employees receive a fixed salary as compensation for all hours worked in a week, even though the number of hours worked may fluctuate each week.

Public sector employers are permitted to make certain types of salary deductions pursuant to the notion that public Employees should not be paid for time they do not work that is not otherwise guaranteed to them. Under the principles of public accountability, the City may make deductions from the salaries of exempt Employees for partial days' absences under certain circumstances. Exempt Employees are also subject to salary deductions for the following:

- Absences of one or more full days before eligibility under a City plan, policy, or practice or after PTO have been exhausted.

- Suspensions for violations of safety rules of major significance.

- Suspensions of one (1) or more full days for violations of workplace conduct rules, such as rules against sexual harassment and workplace violence.

- Payment of actual time worked in the first and last weeks of employment, resulting in a proportional rate of an Employee's full salary.

- Negative PTO balances, in whole-day increments only.

Proposed:

Only change for this section is the following paragraph:

Non-Exempt Employee. Non-exempt Employees (other than Sworn Police personnel) are normally entitled to overtime pay for hours worked in excess of 40 hours in a workweek under applicable federal and state laws. In accordance with state law, certain Sworn Police personnel are entitled to overtime pay if they work over **84 hours in a 14-day** work cycle.

Current:

6.2.1 General. The standard workweek for all Employees shall commence at 12:00 a.m. Sunday and end at 11:59 p.m. Saturday. Checks will be released on a bi-weekly basis 26 times per year. If a scheduled pay day falls on a holiday, paychecks shall be issued on the day preceding the holiday. The standard workweek for Employees is 40-hours, **except for sworn Police Officers who work an 80-hour, 2-week schedule**

Proposed:

6.2.1 General. The standard workweek for all employees shall commence at 12:00 am Sunday and end at 11:59 pm on Saturday. Checks will be released on a biweekly basis 26 times per year. If a scheduled pay day falls on a holiday, paychecks shall be issued on the day preceding the holiday. The standard work week for employees is 40 hours, **except for sworn Police Officers who work an 84-hour, 2-week schedule, with 4 hours being converted to comp time at straight time rate. A police department employee who is assigned to administrative duty, such as the Detective and DEA/ TFO will be handled as other city employees and work a 40-hour work week with overtime starting after 40 hours of duty.**

Current

6.4.4 Rate of Pay. Overtime shall be paid to non-exempt Employees at one and one-half (1½) times their regular rate of pay in accordance with FLSA. With the exception of sworn police personnel all non-exempt Employees will be paid overtime for hours worked in excess of 40 hours in a workweek. Sworn police personnel who qualify under the FLSA 7(k) exemption shall not accrue overtime hours unless the Employee's hours worked are in excess of **171 hours in a 28-day** work period.

Hours worked are defined as those hours actually worked on behalf of the City. Paid time off in the form of holidays, any type of leave, travel commute, or other absences from productive work will not be counted as time worked for the purpose of overtime pay computations under FLSA, except as otherwise required by state or federal law.

Proposed:

6.4.4 Rate of Pay. Overtime shall be paid to non-exempt Employees at one and one-half (1½) times their regular rate of pay in accordance with FLSA. With the exception of sworn police personnel all non-exempt Employees will be paid overtime for hours worked in excess of 40 hours in a workweek. Sworn police personnel who qualify under the FLSA 7(k) exemption shall not accrue overtime hours unless the Employee's hours worked are in excess of **84 hours in a 14-day** work period.

Hours worked are defined as those hours actually worked on behalf of the City. Paid time off in the form of holidays, any type of leave, travel commute, or other absences from productive work will not be counted as time worked for the purpose of overtime pay computations under FLSA, except as otherwise required by state or federal law.

Current:

6.4.6. Compensatory Time Off In Lieu of Overtime. The City offers a compensatory time (comp time) benefit, for non-exempt Employees which will be managed by each Department Head. The following provisions will apply:

- A. Wage and hour law permit a 28-day work period, as opposed to the standard one-week period for law enforcement personnel. The City has elected the **28-day** work period pursuant to section 207(k) of the FLSA for qualified Employees. All other Employee work periods will be aligned with the City's workweek.
- B. Compensatory hours fall into two categories: extra hours at straight time and extra hours at time and a half.
 - 1. Compensatory hours are extra hours worked outside of the regular work schedule that do not result in the Employee working more than 40-hours in a workweek. For Police Officers, compensatory hours are hours worked in excess of 160 hours, but no more than 171 in a work period.
 - 2. Overtime compensatory hours are extra hours worked outside of the regular work schedule that result in the Employee working more than 40 hours in a workweek. **For Police Officers, overtime compensatory hours are hours worked in excess of 171 hours.**

Proposed:

6.4.6. Compensatory Time Off In lieu of Overtime. The City offers a compensatory time (comp time) benefit, for non-exempt Employees which will be managed by each Department Head. The following provisions will apply:

- A. Wage and hour law permits several options of work periods to include a **14-day / 86 hour as opposed to the standard 14-day / 80-hour cycle for law enforcement personnel. The city has elected to adopt a 14-day / 84-hour work period for qualified employees.** All other Employee work periods will align with the City's workweek.
- B. Compensatory hours fall into two categories: extra hours at straight time and extra hours at time and a half.
 - 1. Compensatory hours are extra hours worked outside of regular scheduled hours that do not result in the employee working more than 40 hours in a workweek. For the Police Department, compensatory hours are hours worked in excess of 80 hours in a 14-day work period.
 - 2. Overtime hours are extra hours worked outside of the regular work schedule that result in the Employee working more than 40-hours in a workweek. **For the sworn officers working 84 hour schedule, overtime compensatory hours are hours worked in excess of 84-hours in a 14-day work period.**

Current:

7.3.3 Floating Holiday. With prior supervisory approval, a Floating holiday can be used to replace the Employee's regularly scheduled shift at the Employee's discretion. Regularly scheduled shifts are 12.25 hours for patrol personnel and eight (8) hours for all other personnel.

- A. Floating holiday will be used in full shift increments and are paid at an Employee's regular rate of pay.
- B. No Floating holiday will be granted to any Employees during December.
- C. Floating holidays expire at the end of November each calendar year and shall not be carried forward.
- D. Unused Floating holidays are not paid upon termination from the City and shall not be used during a notice of termination of employment period.

Proposed:

7.3.3 Floating Holiday. With prior supervisory approval, a Floating holiday can be used to replace the Employee's regularly scheduled shift at the Employee's discretion. Regularly scheduled shifts are 12 hours for patrol personnel and eight (8) hours for all other personnel.

- A. Floating holiday will be used in full shift increments and are paid at an Employee's regular rate of pay.
- B. No Floating holiday will be granted to any Employees during December.
- C. Floating holidays expire at the end of November each calendar year and shall not be carried forward.
- D. Unused Floating holidays are not paid upon termination from the City and shall not be used during a notice of termination of employment period.

PAY PERIOD BREAKDOWN

Pay Period 1	7 Shifts X 12 hrs = 84 hrs	pay 80 hrs	c/t 4 hrs	Banked
Pay Period 2	7 shifts X 12 hrs = 84 hrs	pay 80 hrs	c/t 4 hrs	Banked
Pay Period 3	6 shifts X 12 hrs = 72 hrs	pay 80 hrs	c/t 8hrs	Used
Pay Period 4	7 shifts X 12 hrs = 84 hrs	pay 80 hrs	c/t 4 hrs	Banked
Pay Period 5	7 shifts X 12 hrs = 84 hrs	pay 80 hrs	c/t 4 hrs	Banked
Pay Period 6	6 shifts X 12 hrs = 72 hrs	pay 80 hrs	c/t 8 hrs	Used
Pay Period 7	7 Shifts X 12 hrs = 84 hrs	pay 80 hrs	c/t 4 hrs	Banked
Pay Period 8	7 shifts X 12 hrs = 84 hrs	pay 80 hrs	c/t 4 hrs	Banked
Pay Period 9	6 shifts X 12 hrs = 72 hrs	pay 80 hrs	c/t 8hrs	Used
Pay Period 10	7 shifts X 12 hrs = 84 hrs	pay 80 hrs	c/t 4 hrs	Banked
Pay Period 11	7 shifts X 12 hrs = 84 hrs	pay 80 hrs	c/t 4 hrs	Banked
Pay Period 12	6 shifts X 12 hrs = 72 hrs	pay 80 hrs	c/t 8 hrs	Used
Pay Period 13	7 Shifts X 12 hrs = 84 hrs	pay 80 hrs	c/t 4 hrs	Banked
Pay Period 14	7 shifts X 12 hrs = 84 hrs	pay 80 hrs	c/t 4 hrs	Banked
Pay Period 15	6 shifts X 12 hrs = 72 hrs	pay 80 hrs	c/t 8hrs	Used
Pay Period 16	7 shifts X 12 hrs = 84 hrs	pay 80 hrs	c/t 4 hrs	Banked
Pay Period 17	7 shifts X 12 hrs = 84 hrs	pay 80 hrs	c/t 4 hrs	Banked
Pay Period 18	6 shifts X 12 hrs = 72 hrs	pay 80 hrs	c/t 8 hrs	Used
Pay Period 19	7 Shifts X 12 hrs = 84 hrs	pay 80 hrs	c/t 4 hrs	Banked
Pay Period 20	7 shifts X 12 hrs = 84 hrs	pay 80 hrs	c/t 4 hrs	Banked
Pay Period 21	6 shifts X 12 hrs = 72 hrs	pay 80 hrs	c/t 8hrs	Used
Pay Period 22	7 shifts X 12 hrs = 84 hrs	pay 80 hrs	c/t 4 hrs	Banked
Pay Period 23	7 shifts X 12 hrs = 84 hrs	pay 80 hrs	c/t 4 hrs	Banked
Pay Period 24	6 shifts X 12 hrs = 72 hrs	pay 80 hrs	c/t 8 hrs	Used
Pay Period 25	7 Shifts X 12 hrs = 84 hrs	pay 80 hrs	c/t 4 hrs	Banked
Pay Period 26	7 shifts X 12 hrs = 84 hrs	pay 80 hrs	c/t 4 hrs	Banked

Total annual hours paid from regular salary budget is 2080 hrs.

This is what the payrate reflects and what is budgeted for employee. All other time will be utilized from the overtime budget line item.



October 18, 2024

To: Mayor Erickson and City Council

From: Robyn Achu – Finance/HR Director

Policy Manual Proposed Changes for 2024

In addition to the changes proposed for the Police Department in the Personnel Policy Manual, this memo serves to inform you of a few other important changes to our Personnel Policy Manual that will take effect immediately after the Council's approval. These adjustments are aimed at clarifying when changes will be enacted in payroll, and ensuring compliance with recent changes added in the 88th Legislature 2023 in Local Government Code 177A, especially as it pertains to Workman's Compensation.

Policy Changes Overview (changes in Red or Yellow):

1. 6.1. EMPLOYEE CLASSIFICATIONS AND PAY

- a. Current: **6.1.1. General.** The final determination of applicable salary, wages, and benefits shall be made by the City Council as part of its authority to manage the City's fiscal budget.
- b. Proposed: **6.1.1. General.** The final determination of applicable salary, wages, and benefits shall be made by the City Council as part of its authority to manage the City's fiscal budget. **Any changes voted on and approved by the City Council will go into effect the first full payroll after the effective date of approval.**
- c. Rationale: This addition will help the payroll department to implement changes in a more cohesive and effective way, without having to create manual payroll cycles.

2. 7.11. WORKERS' COMPENSATION

- a. Current: **7.11.1 General.** All City Employees, Volunteers, and Elected Officials who are injured in the course and scope of their employment with the City are afforded the protections guaranteed by the Workers' Compensation laws of the State of Texas. If an



Employee is injured on the job, they may be eligible for benefits under Workers' Compensation that may cover the cost of medical treatment for the injury. Workers' Compensation may also include partial salary compensation during the recovery period. Workers' Compensation is designed to cover the costs associated with injuries resulting from identifiable and specific accidents or injuries occurring on the job. It is not designed to cover "ordinary diseases of life." Human Resources is responsible for administering the City's Workers' Compensation program.

An Employee receiving Workers' Compensation benefits shall remain at home during their absence to recuperate. Brief limited errands or trips to the doctor are acceptable but other activities during a Workers' Compensation absence may be considered an abuse of this policy. Exceptions to this policy must be approved in advance by the Employee's Supervisor.

Employees receiving Workers' Compensation benefits are not allowed to work secondary jobs for any reason.

The City is committed to an anti-retaliation policy to protect Employees who properly invoke the provisions of the Workers' Compensation laws.

- b. **Proposed: 7.11.1 General.** All City Employees, Volunteers, and Elected Officials who are injured in the course and scope of their employment with the City are afforded the protections guaranteed by the Workers' Compensation laws of the State of Texas, **as well as Local Government Code Chapter 177A for the Police Department.** If an Employee is injured on the job, they may be eligible for benefits under Workers' Compensation that may cover the cost of medical treatment for the injury. Workers' Compensation may also include partial salary compensation during the recovery period. Workers' Compensation is designed to cover the costs associated with injuries resulting from identifiable and specific accidents or injuries occurring on the job. It is not designed to cover "ordinary diseases of life." Human Resources is responsible for administering the City's Workers' Compensation program.

An Employee receiving Workers' Compensation benefits shall remain at home during their absence to recuperate. Brief limited errands or trips to the doctor are acceptable



but other activities during a Workers' Compensation absence may be considered an abuse of this policy. Exceptions to this policy must be approved in advance by the Employee's Supervisor.

Employees receiving Workers' Compensation benefits are not allowed to work secondary jobs for any reason.

The City is committed to an anti-retaliation policy to protect Employees who properly invoke the provisions of the Workers' Compensation laws.

- c. Rationale: Local Government Code Chapter 177A was introduced in 2023 to address Illness or Injury Leave of absence for Firefighters, Police Officers, and Emergency Medical Services Personnel of Political Subdivision. As the policy is written now, it provides "Line of Duty Illness or Injury Leave of Absence" at full pay for the period of absence, or up to one year.

3. 7.11.9 LIGHT DUTY

- a. Current: **7.11.9 Light Duty**. With the approval of the attending health care provider and a written report, the City may allow an injured Employee to return to work in a light or alternate duty status on a limited basis. Light duty will only be assigned if the City has a need for a light duty position. If no such position is available, the Employee shall continue to be carried on a Workers' Compensation injury leave status and will not be allowed to return to work until a full duty status is certified by a healthcare provider. A light duty status is temporary and shall not be allowed for longer than a total of 30 days.

An Employee who is on Workers' Compensation injury leave status for a period of 90 days from the date of injury, and who is unable within this period to return to full duty status and perform the core duties of the position held, shall be automatically separated from the Employee's position of employment as a non-disciplinary separation.

The 90-day period may be extended for a period of up to 30 additional days if the Employee has in the interim been allowed to work in a light or alternate duty status as a part of a good faith effort to facilitate the Employee's recovery to full duty status.



The 90-day period will not be extended if Departmental Management determines that efforts to return to work are not made in good faith or appear to be for circumventing the time limit.

Any disputes over the application of this separation provision shall be referred to the City Council, whose decision on the matter shall be final.

- b. Proposed: **7.11.9 Light Duty.** With the approval of the attending health care provider and a written report, the City may allow an injured Employee to return to work in a light or alternate duty status on a limited basis. Light duty will only be assigned if the City has a need for a light duty position. If no such position is available, the Employee shall continue to be carried on a Workers' Compensation injury leave status and will not be allowed to return to work until a full duty status is certified by a healthcare provider. A light duty status is temporary and shall not be allowed for longer than a total of 30 days.

An Employee who is on Workers' Compensation injury leave status for a period of 90 days from the date of injury, and who is unable within this period to return to full duty status and perform the core duties of the position held, shall be automatically separated from the Employee's position of employment as a non-disciplinary separation, **with the exception of those covered by Local Government Code Chapter 177A.**

The 90-day period may be extended **for a period of up to 30 additional days** if the Employee has in the interim been allowed to work in a light or alternate duty status as a part of a good faith effort to facilitate the Employee's recovery to full duty status.

The 90-day period will not be extended if Departmental Management determines that efforts to return to work are not made in good faith or appear to be for circumventing the time limit.

Any disputes over the application of this separation provision shall be referred to the City Council, whose decision on the matter shall be final.

- c. Rationale: Local Government Code Chapter 177A gives a "Return to Duty" provision which allows a police officer, if able, to return in a light duty capacity while recovering, and if medically necessary, the light duty assignment may continue for at least one year.



4. **City of Garden Ridge Personnel Policy Manual - General Revision**

- a. Current: The entire policy contains 91 instances of "City Administrator" or "City Administrator's".
- b. Proposed: Replace the 91 instances of "City Administrator" or "City Administrator's" with "City Manager" or "City Manager's".
- c. Rationale: This will update our policy manual to reflect the change of position that has already occurred.

5. **City of Garden Ridge Personnel Policy Manual - General Revision**

- a. Proposed: Add in "City of Garden Ridge Code of Ethics and Ethical Conduct Rules Receipt and Acknowledgement" behind Appendix Q. Code of Ethics and Ethical Conduct Rules as page 131 of Appendix Q. (See Attachment)

In summary, the recommendations outlined in this memo aim to enhance our employees' knowledge, and ensure adherence to Federal, State and Local Regulations. Thank you for your attention and commitment to the employees of Garden Ridge.

City of Garden Ridge
Code of Ethics and Ethical Conduct Rules
Receipt and Acknowledgement

The undersigned City official/employee acknowledges that they have received the City of Garden Ridge Ordinance No. 232 An Ordinance of the City Council of the City of Garden Ridge, Texas, adopting City Council conduct policies including a Code of Ethics and Ethical Conduct Rules; providing disciplinary actions for violations of this ordinance; providing a cumulative and savings clause; providing for severability; and declaring an effective date.

The undersigned City official/employee understands that the City of Garden Ridge Code of Ethics and Ethical Conduct Rules express standards of ethical conduct expected for elected and appointed City officials as well as City employees.

The undersigned City official/employee understands that they have the primary responsibility to assure that ethical standards are understood and met, and that the public can continue to have full confidence in the integrity of government.

The undersigned City official/employee understands that as an expression of the standards of conduct for City officials and employees expected by the City of Garden Ridge, the Codes are intended to be self-enforcing. It therefore becomes most effective when City officials and employees are thoroughly familiar with it and embrace its provisions.

The undersigned City official/employee affirms that they have read and understood the provisions of the City of Garden Ridge Code of Ethics and Ethical Conduct Rules and agrees to abide by the Codes.

City Official/Employee Name (print)

City Official/Employee Signature

Date



Jill Shackelford
512-466-8872
jillshack10@gmail.com

Jill Shackelford founded Industrial Asphalt, Inc. in 1995. She has taken her experience from owning and operating an asphalt and mining company, and is passionate about consulting in all realms of the industry to substantiate her belief that the industry and the environment are not mutually exclusive endeavors. Jill is an expert in developing strategy to facilitate transparency and communication for operators often in a hostile environment. Jill also provides expert testimony for both aggregate and asphalt litigation, and often speaks at HOA's on variety of topics.

Her role at Industrial Asphalt included developing the asphalt plant operations and the internal structure of the organization. She also worked with multiple European firms to develop and blend European and American asphalt specifications for the SH 130 toll road, successfully negotiating the largest asphalt contract in Texas history. Jill currently consults in all realms of permitting from groundwater, rock crushing, concrete and asphalt plants, stormwater, and site development permits. Additionally Jill consults mining operations from MSHA to blasting for sites utilizing explosives. Jill has been instrumental in working with legal teams on strategy as well as expert witness testimony.

In addition to Industrial Asphalt, Jill was a founder and partner of KBDJ LP, a limestone quarry in Buda Texas. She was instrumental in the permitting of this Greenfield site into a quality limestone operation. Through her leadership, KBDJ won the prestigious Pit & Quarry Magazine's, Producer of the Year Award in 2008. She has vast knowledge in all areas of the permitting process including air quality permits, water pollution abatement plans, groundwater monitoring and emissions reductions programs, mine safety and health compliance, and asphalt technology from production to placement. Jill worked hand in hand with the Texas Commission of Environmental Quality to manage the environmental protection plan for the KBDJ site. Under her leadership, KBDJ was the first limestone quarry in Texas to be certified by the Wildlife Habitat Council as a conservation land and outdoor classroom.

Jill was instrumental in introducing European dry technology to the limestone mining facility that she developed in Hays County, Texas. She worked diligently with the community of Buda, and residents of Hays County to develop a quarry advisory committee, education curriculum, and field trips for conservation and mining.

Managing the sometimes delicate balance between operators and the community, Jill partnered with the president of neighborhood opposition group, NOPE (Neighbors Organized to Protect the Environment). Together, they presented a case study, "Modern Day Mining" aimed at promoting communication and public input between operators and their neighbors at the National Sand, Stone and Gravel Association convention. Jill recently worked with Kerr County Texas to establish the first ever community advisory council for Aggregate Production Operators (APO;s) in the state of Texas. Jill works well with all regulatory agencies to bridge the gap in communication between the operator, the agency, and the public stakeholders.

Because of her vast experience in mining and community relations , she has been nominated for and received numerous awards. She won the 2009 Texas Aggregates and Concrete Association Good Neighbor Award, and 2009 Texas Aggregates and Concrete Association Public Appearance Award. She was also a finalist for the 2010 Greater Austin Chamber of Commerce Environmental Award, and the 2010 Texas Environmental Excellence Award. Her public relations and management experience led her to be nominated and fulfill the 2015-2017 Director of Corporate Hospitality Division Director for the Dell Match Play World Golf Championship in Austin, Texas. Additionally, Jill served as the chair of the Public Image Committee for the Texas Aggregate and Concrete Association, and on the legislative committee for both Texas Aggregates and Concrete Association, and AGC Heavy Highway Branch.

Industrial Asphalt was acquired in August 2011 by Summit Materials, and Jill is currently active with the Market Outlook Panel of the National Sand, Stone and Gravel Association and The Trail Foundation. Jill is a former board member of Hill Country Conservancy, Past President of Citizens Against Lawsuit Abuse, and founder and current President of the Association of Women and Minority Contractors of Texas, a non profit dedicated to educating and promoting business development for women and minorities. Jill was born and raised in Austin, Texas, and graduated from Texas Tech University with a BBA in Management in 1993. Jill's family includes her husband Sam, daughter Jordan (22), and son Ridge (19). Jill enjoys playing tennis, bible study, and spending time at their family ranch, Rafter Shack Ranch in Fife, Texas. Jill currently pursues continuing education through the National Center for Asphalt Technology at Auburn University.

Expert witness areas of experience:

Limestone Mining- from greenfield permitting to permitted operations Asphalt Plant Production and paving, asphalt safety and quality control asphalt mix design air permitting- contested case hearing, flood plain permitting, Construction-residential and commercial paving, design and quality control, bond claim, Best Available Technology for mining operations, blasting, emission reduction, water pollution abatement plans MSHA compliance, and seal coat.

Consulting- mining industry, sand and gravel operations, city, state and federal.
Title V permitting Asphalt and Concrete Plant permitting Modeling for air quality compliance
Flood plain mitigation and permitting Public Relations Community Advisory Council formation and implementation Comprehensive Business Management Consulting Environmental Consulting and Community Outreach Minority Certification assistance for eligible firms
Strategy plans for managing the permitting and compliance process

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Austin, Texas 78746
512-466-8872
jillshack10@gmail.com*

CONSULTING AGREEMENT

This Consulting Agreement, dated effective October 1 , 2024 (this “Agreement”), is made and entered into by _____ (collectively, the “Client”) and S. Jill Shackelford (the “Consultant”).

ARTICLE 1 SCOPE OF WORK

1.1 Services. The Client has engaged Consultant to provide services in connection with the operation revolving around a limestone and cement operation (the “Matter”) in Comal County, Texas (the “Project”). Consultant will meet as necessary, engage in and coordinate onsite environmental sustainability , review of mine planning, regulatory compliance, MSHA, OSHA ,TCEQ, EPA, for any APO operator the City deems applicable. Consultant will meet with and coordinate planning to establish an advisory council. For the interim the consultant will charge an hourly rate. Consultant will provide guidance and review for the client as it relates to the operations of and implementation of best managemnt practices for APO operators.

ARTICLE 2 INDEPENDENT CONTRACTOR

2.1 Independent Contractor. Consultant is an independent contractor and is not an employee, partner, or co-venturer of, or in any other service relationship with, the Client. The manner in which Consultant’s services are rendered shall be within Consultant’s sole control and discretion. Consultant is not authorized to speak for, represent, or obligate the Client in any manner without the prior express written authorization from an officer of the Client. Consultant is fully indemnified of any liability associated with this project.

2.2 Taxes. Consultant shall be responsible for all taxes arising from compensation and other amounts paid under this Agreement, and shall be responsible for all payroll taxes and fringe benefits of Consultant’s employees. Neither federal, nor state, nor local income tax, nor payroll tax of any kind, shall be withheld or paid by the Client on behalf of Consultant or his/her employees. Consultant understands that he/she is responsible to pay, according to law, Consultant’s taxes and Consultant shall, when requested by the Client, properly document to the Client that any and all federal and state taxes have been paid.

ARTICLE 3 COMPENSATION FOR CONSULTING SERVICES

3.1 Compensation. The Client shall pay to Consultant \$257.00/hour for services rendered to the Client under this Agreement. The compensation shall be paid thirty days after the Client has received Consultant's invoice for the services provided. Public notice fees will be paid by the client should those be applicable.

3.2 Reimbursement. The Client agrees to reimburse Consultant for all actual reasonable and necessary expenditures, which are directly related to the consulting services. These expenditures include, but are not limited to, expenses related to travel (i.e., airfare, hotel, temporary housing, meals, parking, taxis, mileage, etc.), telephone calls, and postal expenditures. Expenses incurred by Consultant will be reimbursed by the Client within 15 days of Consultant's proper written request for reimbursement.

3.3 Third Party Vendor Expenses. The Client agrees that Consultant may, whenever it is reasonable to do so, enter into agreements with third party vendors who will be asked to look exclusively to the Consultant for payment of invoices for expenses. If such invoices are directed to the Consultant, the Client agrees to timely pay any and all expenses billed directly by any such third-party vendor, including, but not limited to consultant fees, expert witness expenses and fees, costs of court reporters and transcripts, copy services, subpoena service charges, reasonable air travel and hotel expenses and any other expenses reasonably necessary to clear up this Matter.

ARTICLE 4 TERM AND TERMINATION

4.1 Term. This Agreement shall be effective as of October 1, 2024 and shall continue in full force and effect until the Matter has been resolved or until either Client and/or the Consultant agree to terminate this Agreement. Either party may terminate this Agreement for any reason and shall give the other party written notice of termination.

4.2 Responsibility upon Termination. Any outstanding invoices for services owed to Consultant shall be paid by Client within thirty days of termination.

ARTICLE 5 GENERAL PROVISIONS

5.1 Construction of Terms. If any provision of this Agreement is held unenforceable by a court of competent jurisdiction, that provision shall be severed and shall not affect the validity or enforceability of the remaining provisions.

5.2 Governing Law. This Agreement shall be governed by and construed in accordance with the internal laws (and not the laws of conflicts) of the State of Florida.

5.3 Complete Agreement. This Agreement constitutes the complete agreement and sets forth the entire understanding and agreement of the parties as to the subject matter of this Agreement and supersedes all prior discussions and understandings in respect to the subject of this Agreement, whether written or oral.

5.4 Dispute Resolution. If there is any dispute or controversy between the parties arising out of or relating to this Agreement, the parties agree that such dispute or controversy will be arbitrated in

accordance with proceedings under American Arbitration Association rules, and such arbitration will be the exclusive dispute resolution method under this Agreement. The decision and award determined by such arbitration will be final and binding upon both parties. All costs and expenses, including reasonable attorney's fees and expert's fees, of all parties incurred in any dispute that is determined and/or settled by arbitration pursuant to this Agreement will be borne by the party determined to be liable in respect of such dispute; provided, however, that if complete liability is not assessed against only one party, the parties will share the total costs in proportion to their respective amounts of liability so determined. Except where clearly prevented by the area in dispute, both parties agree to continue performing their respective obligations under this Agreement until the dispute is resolved.

5.5 Modification. No modification, termination, or attempted waiver of this Agreement, or any provision thereof, shall be valid unless in writing signed by the party against whom the same is sought to be enforced.

5.6 Waiver of Breach. The waiver by a party of a breach of any provision of this Agreement by the other party shall not operate or be construed as a waiver of any other or subsequent breach by the party in breach.

5.7 Successors and Assigns. This Agreement may not be assigned by either party without the prior written consent of the other party; provided, however, that the Agreement shall be assignable by the Client without Consultant's consent in the event the Client is acquired by or merged into another corporation or business entity. The benefits and obligations of this Agreement shall be binding upon and inure to the parties hereto, their successors and assigns.

5.8 No Conflict. Consultant warrants that Consultant has not previously assumed any obligations inconsistent with those undertaken by Consultant under this Agreement.

IN WITNESS WHEREOF, this Agreement is executed as of the date set forth above.

CLIENT

CONSULTANT

By: _____
S. Jill Shackelford

By: _____

Exhibit "A"
[CLIENT NAMES & SIGNATURES]