
The Garden Ridge City Council will meet in a special session on Tuesday, January 7, 2025, at 4:30 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. **Executive Session**

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

- a) Pursuant to Texas Government Code Section 551.074 - Personnel Matters: Discussion regarding the appointment, employment, evaluation, and/or duties of a new City Manager, including but not limited to the review of applicants for the City Manager position and other matters related to the search for and appointment of a new City Manager.

The City Council will reconvene into Regular Session upon conclusion of the Executive Session.

4. **Citizen Comment Period – limited to 30 minutes total**

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

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

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

5. **Consent Agenda**

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

- a) Approval of Minutes for the December 4, 2024, City Council Regular Meeting.
- b) Financial Statement, Summary Report, and Management's Discussion and Analysis of Results of Operations – November 30, 2024.

6. Staff Reports

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

7. City Engineer Projects Status Reports

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

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

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

9. Approvals and Authorizations

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

- a) Consulting Agreement Presentation by Jill Shackelford.
- b) Contractor Agreement between the City of Garden Ridge and The Retail Coach, LLC.
- c) City of Garden Ridge 2025 Master Calendar.
- d) City Council agenda item for City Council Projects.
- e) Status of recruitment process for City Manager and provide direction to staff as needed.

10. 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).

11. Discussion of Future Agenda Items

12. Citizen Comment Period – limited to 20 minutes total

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

13. Reports and Comments from Mayor and City Councilmembers

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

- 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

14. Executive Session

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

- b) 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).
 - 3. Notice of Claim Letter for payment of invoice (We Love Trees).

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.

16. 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 10:00 a.m. on December 31, 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
Councilmember Kelly Smith
Councilmember Lisa Swint
Councilmember Jesús Valdez
Councilmember Brian Reyes

Councilmembers Absent:

Mayor Pro-Tem Todd Arvidson

City Staff Present:

Nancy Cain, City Manager
Marisa Spencer, City Secretary
Cyndi Simmons, Assistant City Secretary
Dan Bellinger, Assistant Chief of Police
Robyn Achu, Finance/HR Director
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, December 4, 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) Introduction/Recognition of Krendra Harralson-Mrs. Texas Universe TCP.**

Mayor Erickson and Councilmember Smith introduced and recognized Krendra Harralson-Mrs. Texas Universe.

4. Citizen Comment Period

Dr. Jim Miller, 9910 Marie Meadow, spoke regarding aggregate production operations.

Tom Klimas, 9610 Meadow Rue, spoke regarding the holiday schedule for garbage/recycling service.

Bradford Heasley, 8830 Cherokee Path, spoke regarding golf carts in the City of Garden Ridge.

5. Consent Agenda

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- a) Approval of Minutes for the November 6, 2024, City Council Regular Meeting.**
- b) Approval of Minutes for the November 19, 2024, City Council Special Meeting.**
- c) Financial Statement, Summary Report, and Management's Discussion and Analysis of Results of Operations – September 30, 2024.**
- d) Financial Statement, Summary Report, and Management's Discussion and Analysis of Results of Operations – October 31, 2024.**



e) Approval of Certification of Tax Levy for the Tax Year 2024 for the City of Garden Ridge.

Motion: A motion was made by Councilmember Swint, seconded by Councilmember Smith, to approve consent agenda items a)-e). The City Council voted four (4) 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 128.41 *Volunteer Garden Ridge!* hours for the month of November and spoke regarding upcoming events.

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.

Assistant Chief Bellinger 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 Crippen 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. Petition by Eric Fischer for two (2) Specific Use Permit Extensions for The Revival, located at 19186 FM 2252 on 3.107 acres zoned as Community Commercial (CC) District.

1.1. Receive recommendation and take action on The Revival #1 062024 Specific Use Permit Authorized for Restaurant or Cafeteria, Bar/Tavern: To be allowed an indoor/outdoor bar area serving beer, wine, and mixed drinks with inside and outside seating on premises.

Chair Jacaman stated the Commission recommends approval of the petition by Eric Fischer for a 9-month extension to The Revival #1 062024 Specific Use Permit Authorized for Restaurant or Cafeteria, Bar/Tavern.

Motion: A motion was made by Councilmember Valdez, seconded by Councilmember Smith, to approve the Planning and Zoning Commission's recommendation and authorize a 9-month extension to The Revival #1 062024 Specific Use Permit Authorized for Restaurant or Cafeteria, Bar/Tavern: To be allowed an indoor/outdoor bar area serving beer, wine, and mixed drinks with inside and outside seating on premises. The City Council voted four (4) for and none (0) opposed. The motion carried unanimously.

1.2. Receive recommendation and take action on The Revival #2 062024 Specific Use Permit Authorized for Amusement, Commercial (Outdoors): To be allowed up to four (4) pickleball courts on premises.

Chair Jacaman stated the Commission recommends approval of the petition by Eric Fischer for a 9-month extension to The Revival #2 062024 Specific Use Permit Authorized for Amusement, Commercial (Outdoors).

Motion: A motion was made by Councilmember Smith, seconded by Councilmember Valdez, to approve the Planning and Zoning Commission's recommendation and authorize a 9-month extension to The Revival #2 062024 Specific Use Permit Authorized for Amusement, Commercial (Outdoors): To be allowed up to four (4) pickleball courts on premises. The City Council voted four (4) for and none (0) opposed. The motion carried unanimously.

2. Receive monthly activity update as applicable.

Chair Jacaman provided City Council with an update on items discussed during the Commission's meeting.

b) Water Commission:

1. Ordinance No. 61-082022 An Ordinance of the City Council of the City of Garden Ridge, Texas, establishing the Drought Management Plan for the City of Garden Ridge; establishing trigger points and demand reduction measures; providing a variance procedure; providing a penalty for violations of this ordinance; providing a cumulative and savings clause; providing for severability; and declaring an effective date.

1.1. Receive recommendation and take action on variance to Stage 2 watering restrictions for 21320 Waterwood Drive, Garden Ridge, Texas.

Chair Pohl stated the Commission recommends denial of the variance to stage 2 watering restrictions for 21320 Waterwood Drive.

Motion: A motion was made by Councilmember Valdez, seconded by Councilmember Swint, to approve the Water Commission's recommendation and deny the variance to stage 2 watering restrictions for 21320 Waterwood Drive. The City Council voted three (3) for and one (1) opposed (Councilmember Smith). The motion passed by a vote of 3-1.

2. Receive monthly activity update as applicable.

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

9. Approvals and Authorizations

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

a) Economic Development Presentation by Aaron Farmer, The Retail Coach, LLC. (presentation only)

Aaron Farmer, The Retail Coach LLC, presented a retail recruitment and development strategy and addressed questions from Councilmembers.

Motion: A motion was made by Councilmember Swint, seconded by Councilmember Valdez, to direct the City Manager and City Attorney to work with Aaron Farmer to finalize a contract and scope of work for City Council consideration during the January 7, 2025, City Council meeting. The City Council voted four (4) for and none (0) opposed. The motion carried unanimously.

b) Ordinance No. 168-102013 An Ordinance of the City of Garden Ridge, Texas, authorizing city employees to use golf carts or utility vehicles on certain public streets; authorizing members of the public to use golf carts on certain public streets only when such use is in participation of the city sponsored annual 4th of July parade; authorizing members of the public to use golf carts or recreational off-highway vehicles on certain private streets in gated subdivisions; and providing for an effective date; repealer clause; preemption clause; severability; and proper notice and meeting.

City Manager Nancy Cain and Assistant Chief Bellinger spoke regarding Ordinance No. 168 and addressed questions from Councilmembers.

- c) **Resolution No. 529-122024 A Resolution of the City Council of the City of Garden Ridge, Texas, authorizing the City's acceptance and participation in the 2024 Recreational Trails Grant awarded to the City of Garden Ridge by Texas Parks and Wildlife; and authorizing the City Manager to execute any and all documents necessary.**

City Manager Nancy Cain spoke regarding Resolution No. 529 and addressed questions from Councilmembers.

Motion: A motion was made by Councilmember Swint, seconded by Councilmember Valdez, to approve Resolution No. 529-122024 A Resolution of the City Council of the City of Garden Ridge, Texas, authorizing the City's acceptance and participation in the 2024 Recreational Trails Grant awarded to the City of Garden Ridge by Texas Parks and Wildlife; and authorizing the City Manager to execute any and all documents necessary. The City Council voted four (4) for and none (0) opposed. The motion carried unanimously.

- d) **Consulting Agreement between the City of Garden Ridge and Jill Shackelford.**

The City Council provided input related to a Consulting Agreement between the City of Garden Ridge and Jill Shackelford.

Motion: A motion was made by Councilmember Swint, seconded by Councilmember Smith, to direct the City Manager to coordinate with Jill Shackelford to provide City Council with a presentation during the January 7, 2025, City Council meeting related to her background, services, scope of work, and deliverables. The City Council voted four (4) for and none (0) opposed. The motion carried unanimously.

- e) **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 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).

Councilmember Reyes provided updates related to Council Liaison to Comal ISD.

11. Discussion of Future Agenda Items

Councilmember Valdez requested to discuss the City Council Projects agenda item.

12. Citizen Comment Period

Marc Mulkey, 7634 Ramble Ridge, spoke regarding the development process in the City of Garden Ridge.

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.

Councilmember Smith spoke regarding Tri-County Chamber of Commerce events. Councilmember Swint spoke regarding the Garden Ridge Lion’s Club. Mayor Erickson spoke regarding Northeast Partnership for Economic Development.

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, December 4, 2024, City Council regular meeting was adjourned at 9:01 p.m. by Mayor Erickson.

ATTEST

Robb Erickson
Mayor

Marisa Spencer
City Secretary

CITY OF GARDEN RIDGE

MONTHLY ACCOUNT BALANCES & INTEREST RATES

PERIOD ENDED AS OF 11/30/2024

CITY FUNDS	BALANCE	CURRENT INTEREST RATE
GF OPERATING ACCOUNT	377,119.08	0.40%
GF MONEY MARKET	857,585.93	3.66%
PEG CAPITAL FEES	55,231.12	3.66%
TEXPOOL INVESTMENTS	3,324,397.29	4.73%
2017 I&S	2,357.28	3.66%
2012 I&S	7,232.57	3.66%
2012 REFI	15,329.28	3.66%
2015 I&S	7,536.89	3.66%
TEXPOOL WATER IMPACT FEES	191,098.62	4.73%
TEXPOOL STREET IMPACT FEES	66,135.80	4.73%
AMERICAN RECOVERY ACCT	1,588.21	3.66%
TEXPOOL AMERICAN RECOVERY ACCT	309,241.45	4.73%
ASSET/FORFEITURE - FED	282,234.10	3.66%
ASSET/FORFEITURE - STATE	3,708.36	1.41%
TOTAL CITY FUNDS	\$ 5,500,795.98	

WATER FUNDS	BALANCE	CURRENT INTEREST RATE
OPERATING ACCOUNT	1,210,036.02	3.66%
WATER SURCHARGE	161,093.00	3.66%
TEXPOOL WATER INVEST	1,330,575.78	4.73%
SIB LOAN I&S	3,243.35	3.66%
SIB RESERVE	46,613.58	3.66%
TOTAL WATER FUNDS	\$ 2,751,561.73	
TOTAL ALL ACCOUNTS	\$ 8,252,357.71	

CITY OF GARDEN RIDGE
CASH & INVESTMENTS STATEMENT
PERIOD ENDED AS OF 11/30/2024

GENERAL FUND	BALANCE
GF Operational Checking	\$ 377,119.08
GF Money Market	857,585.93
GF Peg Capital Fund	55,231.12
TexPool Investments	3,324,397.29
Restricted Amounts:	(344,736.81)
(Including GF Peg Capital Fund)	
TOTAL AVAILABLE FUNDS	\$ 4,269,596.61

WATER FUND	BALANCE
Operational Checking	\$ 1,210,036.02
TexPool Water Invest	1,330,575.78
Water Surcharge	161,093.00
Restricted Amounts	(98,587.65)
TOTAL AVAILABLE FUNDS	\$ 2,603,117.15

CITY OF GARDEN RIDGE
STATEMENT OF ACTIVITIES
PERIOD ENDING AS OF 11/30/2024

GENERAL FUND	Nov-24	YTD	FY 2025 BUDGET	% OF BUDGET	BUDGET BALANCE
REVENUES	\$ 372,754.43	\$ 452,602.63	\$ 3,806,701.00	11.9%	\$ 3,354,098.37
EXPENDITURES					
ADMINISTRATION	76,421.05	158,226.26	988,239.00	16.0%	830,012.74
COURT	7,065.12	12,846.27	116,181.00	11.1%	103,334.73
POLICE	126,118.19	298,234.85	1,839,581.00	16.2%	1,541,346.15
PUBLIC FACILITIES	55,998.28	111,837.24	762,293.00	14.7%	650,455.76
COMMUNITY CENTER	6,433.11	10,681.09	225,767.00	4.7%	215,085.91
LIBRARY	13,306.32	25,125.02	165,019.00	15.2%	139,893.98
FUND CHANGES/XFER	-	-	-	0.0%	-
TOTAL EXPENDITURES	285,342.07	616,950.73	4,097,080.00	15.1%	3,480,129.27
NET POSITION	<u>\$ 87,412.36</u>	<u>\$ (164,348.10)</u>	<u>\$ (290,379.00)</u>		<u>\$ (126,030.90)</u>

WATER FUND	Nov-24	YTD	FY 2025 BUDGET	% OF BUDGET	BUDGET BALANCE
REVENUES	\$ 209,187.09	\$ 468,325.19	\$ 2,418,564.00	19.4%	\$ 1,950,238.81
EXPENDITURES					
BOND PRINCIPLE PMTS	-	-	547,102.00		547,102.00
ALL OTHER EXPENDITURES	78,962.51	193,261.36	2,670,523.00		2,477,261.64
TOTAL EXPENDITURES	78,962.51	193,261.36	3,217,625.00	6.0%	3,024,363.64
REVENUE +/- EXPENDITURES	<u>130,224.58</u>	<u>275,063.83</u>	<u>(799,061.00)</u>		<u>(1,074,124.83)</u>

CITY OF GARDEN RIDGE
STATEMENT OF ACTIVITIES - COMMUNITY CENTER
PERIOD ENDING AS OF 11/30/2024

	YTD	Budget
REVENUES		
RENTALS	\$ 11,400.00	75,000.00
DEPOSITS	2,625.00	4,700.00
CLEAN-UP FEES	1,400.00	9,000.00
TOTAL REVENUES	15,425.00	88,700.00
 EXPENDITURES		
PAYROLL/TAXES/RETIREMENT	709.52	4,887.00
MANAGER FEES	5,078.50	34,000.00
COMPUTER MAINT/TRNG	281.44	1,680.00
TELEPHONE	100.00	600.00
UTILITIES	1,219.84	12,000.00
MAINTENANCE	396.97	7,000.00
SUPPLIES	583.94	2,200.00
CLEANING	1,080.00	7,400.00
EQUIPMENT	30.88	6,000.00
MARKETING	-	-
DEPOSITS REFUNDED	-	-
DONATION EXPENDITURES	-	-
CAPITAL EXPENDITURES	1,200.00	150,000.00
TOTAL EXPENDITURES	10,681.09	225,767.00
 NET POSITION	 \$ 4,743.91	 \$ (137,067.00)

Management's Discussion and Analysis of Results of Operations – 11/30/2024

GENERAL FUND

Cash

Total available funds as of November 30, 2024, are \$4,269,597

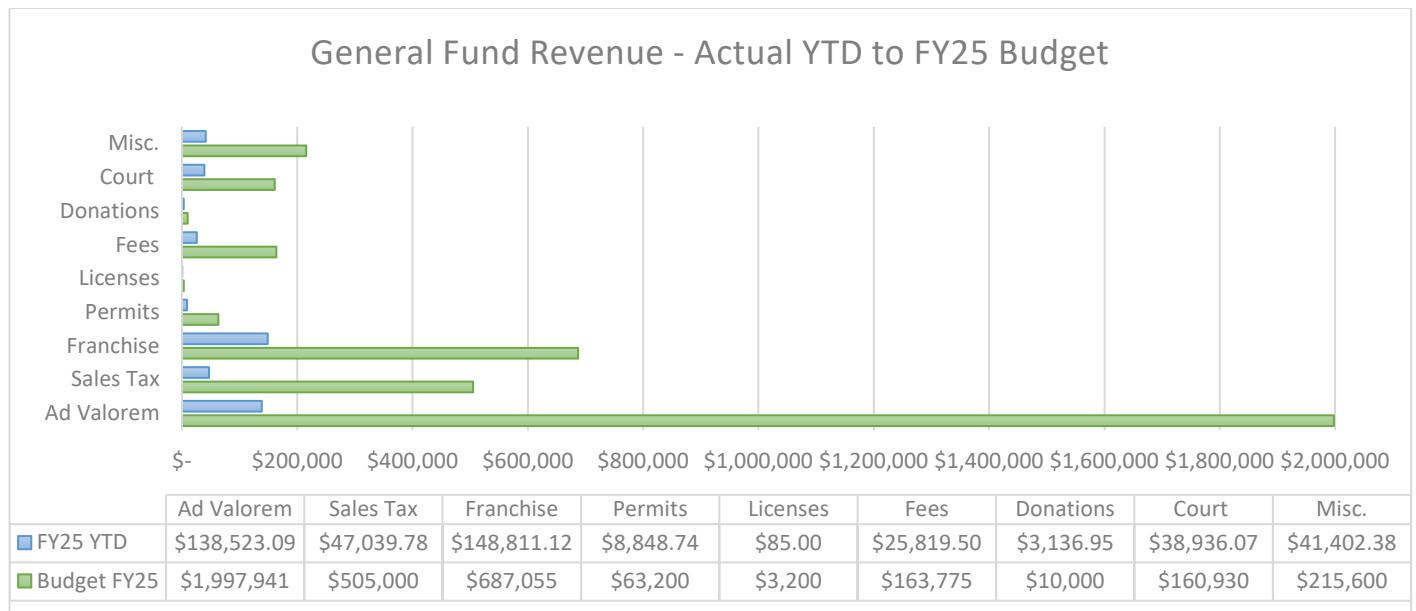
Revenue

Ad Valorem Tax received for November totals \$131,693. YTD collections total \$138,523 or 07% of the FY25 budget of \$1,997,941

Sale Tax Revenue received during the month of November totals \$47,040 for FY25. YTD totals \$47,040 or 09% of the \$505,000 budgeted for FY25.

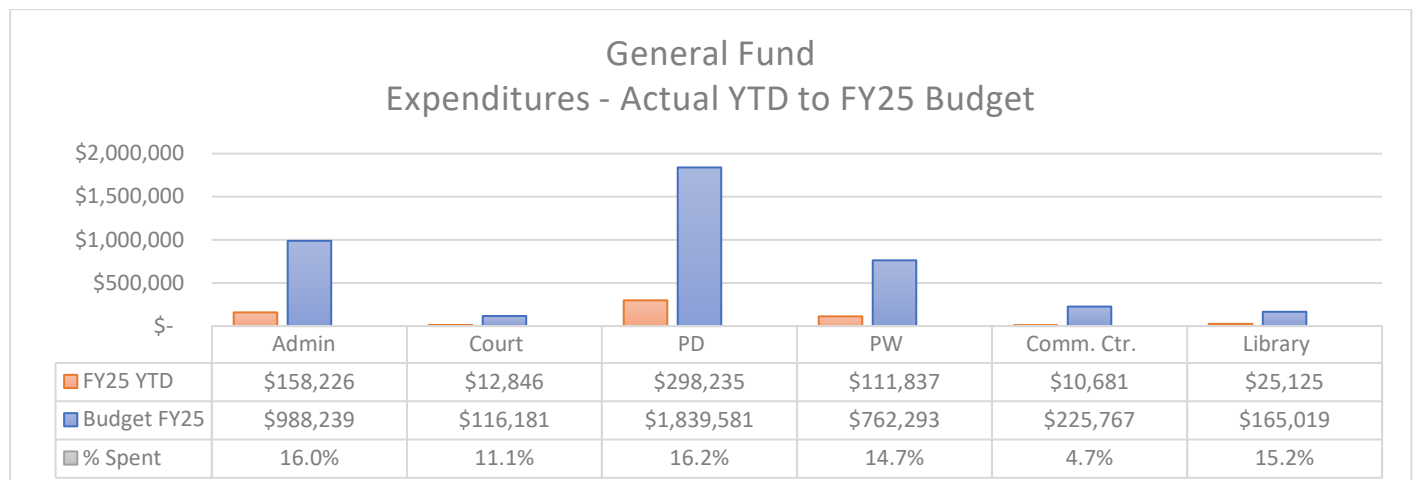
Annual Building Permits revenue totals \$8,799 or 14% of the \$62,000 budgeted for FY25.

Trash Collection YTD totals \$20,654 or 18% of the \$117,120 budgeted for FY25.



Expenditures

Expenditures for the month total \$285,342. YTD expenditures for FY25 total \$616,951 or 15% of the \$4,097,080 budget. All departments are operating within the FY25 budget.



WATER FUND

Meters

Current meters for November 2024 total 1695 vs 1692 for November 2023.

Cash

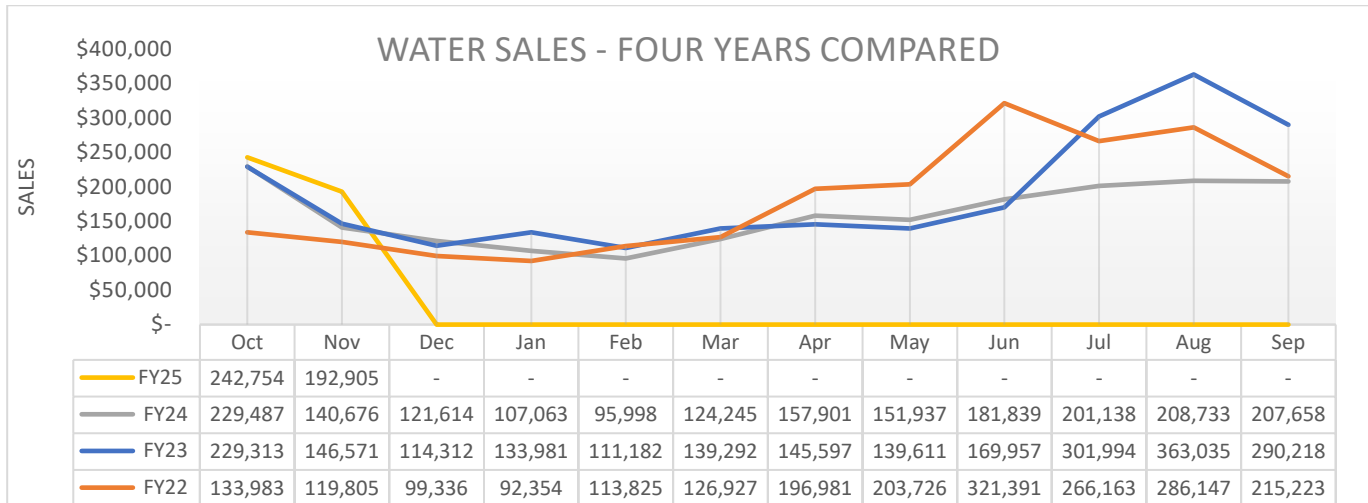
Total available funds as of November 30, 2024, are \$2,603,117.

Revenue

Revenue YTD totals \$468,325 or 19% of the \$2,418,564 budgeted for FY25. Total revenue for the same period last year was \$406,378.

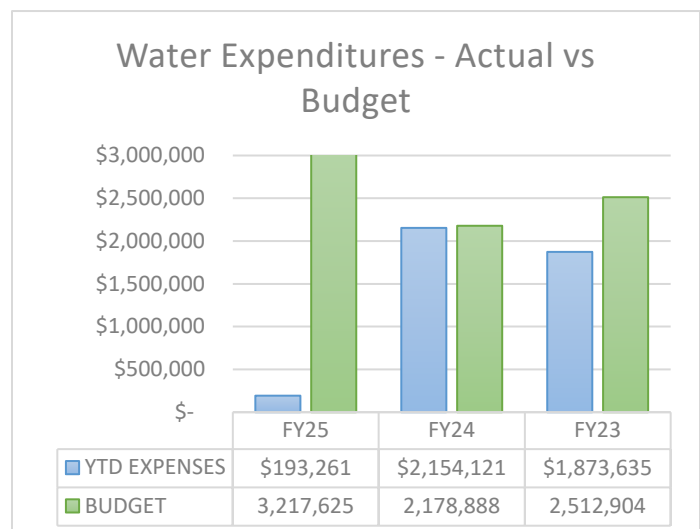
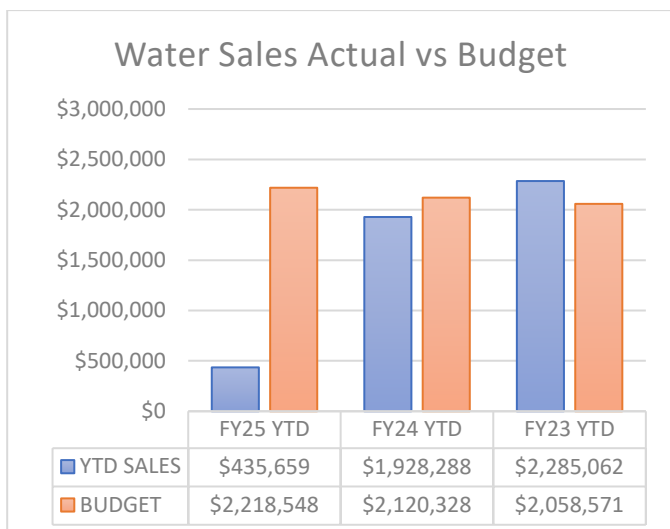
Water Sales for the month total \$192,905. YTD water sales total \$435,659 or 20% of the \$2,218,548 budgeted for FY25.

Meter installation revenue YTD totals \$0 or 00% of the \$10,000 budgeted for FY25.



Expenditures

Expenditures for the month total \$78,963. YTD expenditures for FY25 total \$193,261 or 06% of the \$3,217,625 budget.



Interest & Sinking Fund

Revenue

Ad Valorem Tax collections YTD total \$44,211 of the \$660,137 budgeted for FY25.

Expenditures

Bond interest payments and agent fees for November 2024 totaled \$0. The next bond payments are due in February 2025.

Capital Improvements Fund – (all accounts are restricted)

Cash Balance

Water Impact Fee Balance is \$191,099.

Street Impact Balance is \$66,136.

American Recovery Acct. Balance is \$310,830.

Revenue

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

Asset Seizure Fund

Cash Balance

The Restricted Fund Balance is \$285,942.

Revenue

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

Expenditures

Month expenditures to report is \$4,912

Summary

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

From: [Richard Holloway](#)
To: [City Administrator](#)
Cc: [City Secretary](#)
Subject: [EXTERNAL] Thank You
Date: Thursday, December 12, 2024 11:43:59 AM

Nancy,

I recently had an occasion to contact the water department about a problem I was having. Shortly thereafter Ruben and his assistant arrived at my residence and with their support and assistance my problem was quickly resolved.

Please extend my sincere thanks to both of them for their timely response and dedication to helping me. Is was much appreciated.

It is a pleasure to live here in Garden Ridge with the support of such dedicated employees.

Regards,

Richard Holloway



Garden Ridge Community and Event Center
Monthly Report
December 1st thru December 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)
17	57	248	286

Wildflower (Booked Current Month)	Bluebonnet (Booked Current Month)
14	3

Category Count (by Events)	(Current Month)	(Year to Date)
1. Resident / Non-Resident	5	14
2. City Chartered Non-Profit Organizations	0	6
3. Non-Profit Service Organizations	9	21
4. Non-Profit Associations	0	7
5. City Use	3	9

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, January 20th
- After hours emergency phone number: 210-651-6831.

City of Garden Ridge General Election

- The City of Garden Ridge holds a General Election annually on the first Saturday of May. The Mayor, City Council Place 2, and City Council Place 3 will be on the ballot for the May 3, 2025, City of Garden Ridge General Election. All positions are for two-year terms.
- The filing period to file an application for a place on the ballot begins on Wednesday, January 15th, and the last day to file an application for a place on the ballot is Friday, February 14th. Candidate packets will be available on the City's Website or at City Hall beginning Tuesday, January 14th. See the Elections page on the City's Website for more details (<https://www.ci.garden-ridge.tx.us/223/Elections>).

Communication Efforts

Annual Renewals: Make sure to renew alarm permits and pet registrations for 2025! Garden Ridge residents are required to have an alarm permit if your system is monitored by a 3rd party. There is an initial permit fee of \$25, but all renewals are free. Renewals are required every January to allow the Police Department to maintain current contact information. Visit the City's website to submit these forms online.

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 – 215 views

Public Information Act Summary	
Year	Number of Requests
2024	122
2023	124
2022	166
2021	146
2020	207
2019	276
2018	225

Social Media Summary	
Social Media Platform	Number of Posts
Facebook	42
Instagram	42
NextDoor	30
X (Twitter)	30
Total for Month	144





POLICE DEPARTMENT MONTHLY BREAKDOWN

December 1 to December 31

Calls for Service

Dispatched: 122 City Ordinance: 7 (0 Water) False Alarms: 11

Arrests

- * 1 – Outstanding warrant for Discharge Firearm in Certain Counties
- * 1 – Driving While Intoxicated
- * 1 -- Assault Offensive Contact-Family Violence

Traffic Enforcement

Crashes: 10 Citations: 150 Warnings: 128 Total: 278

Training

- * Several officers have completed small blocks of training through our online training site

Outreach Efforts

- * Coffee with the Cops (Monthly)
- * Tree Lighting Ceremony Dec 6th was well attended
- * The enrollment process has begun for our 2025 Citizen Police Academy that starts Tuesday, January 14th and ends April 1st. Deadline for applications is January 6th at 5pm.
- * GRCPAAA volunteer hours 51.5

Administrative Comments

- * GRCPAAA Corporate Memberships are now available
- * Sergeant Thoemke is back on patrol after a month of limited duty
- * Officer Brown has achieved her Part 107 Drone Operator's license
- * BluesPD online magazine ad for recruitment has been published
- * Several applications have been received for the open slot. Efforts are continuing to fill this position.



GARDEN RIDGE POLICE DEPARTMENT

NOW HIRING!

Garden Ridge Police Department
9400 Municipal Parkway · Garden Ridge · Texas · 78266
Office: 210-651-6441 · Fax: 210-651-1639



NOW HIRING ***Lateral Police Officers***

QUALIFICATIONS

- MUST BE A CERTIFIED TEXAS PEACE OFFICER
- MUST PASS DRUG SCREEN AND PHYSICAL
- MUST POSSESS A VALID TEXAS DRIVER LICENSE WITH A GOOD DRIVING RECORD
- MUST PASS ALL INTERVIEWS
- MUST PASS CRIMINAL BACKGROUND CHECK

HIRING PROCESS

- PHYSICAL FITNESS TESTING
- SCENARIO TESTING
- CRIMINAL BACKGROUND INVESTIGATION
- FORMAL ORAL BOARD
- CHIEF'S INTERVIEW

SALARY AND BENEFITS

- PATROL OFFICER ANNUAL SALARY
- STEP/LATERAL PAY
- HIRING INCENTIVE LUMP SUM PAY \$ **5,000**
- INSURANCE: COMPREHENSIVE MEDICAL, DENTAL, VISION PAID BY CITY
- SHORT-TERM AND LONG-TERM DISABILITY INSURANCE PAID BY CITY
- OVERTIME & COMPTIME OPPORTUNITIES AVAILABLE
- RETIREMENT: TMRS 2:1 CONTRIBUTIONS, WITH 20-YEAR RETIREMENT
- LONGEVITY: \$120 ANNUALLY FOR EACH FULL YEAR OF SERVICE
- PAID TIME OFF (PTO) ACCRUAL BEGINS IMMEDIATELY AT 4.50 HRS. PER PAY PERIOD
- 15 CITY HOLIDAYS PER YEAR
- LICENSE PAY (MONTHLY): INTERMEDIATE - \$25, ADVANCED - \$50, MASTER - \$100
- WEAPONS: DEPARTMENT FURNISHES ALL OFFICERS WITH A GLOCK HANDGUN & AR-15 RIFLE W/SUPPRESSOR, WEAPON LIGHTS, TASER AND LESS-LETHAL IMPACT WEAPON
- UNIFORMS: DEPARTMENT FURNISHES ALL OFFICERS WITH CLASS B, CLASS A AND TRAINING UNIFORMS, RAIN GEAR, BOOTS AND WINTER APPAREL
- EQUIPMENT: DEPARTMENT FURNISHES ALL OFFICERS WITH BALLISTIC HELMET & SHIELD, SOFT ARMOR, RIFLE PLATE ARMOR, DUTY BELTS, AND BODY CAMERAS
- PATROL VEHICLES: THE DEPARTMENT SUPPLIES OFFICERS WITH SUV PATROL UNITS EQUIPPED WITH LAPTOP, IN-CAR VIDEO, AND RADARS
- SHIFT SCHEDULE: PATROL OFFICERS WORK A PANAMA STYLE 12-HOUR SHIFT
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- BEARD AND VISIBLE TATTOOS ARE ALLOWED
- ENVIRONMENT WITH STRONG COMMUNITY SUPPORT AND PROFESSIONAL, GROWTH-MINDED COMMAND STAFF

\$67,045

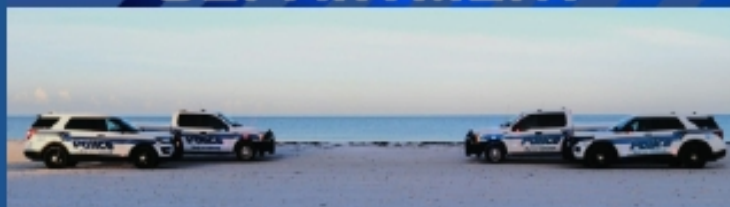


WELCOME OUR NEWEST DEPARTMENTS



THE CITY OF MARCO ISLAND

POLICE DEPARTMENT



**Protect
Paradise in
the #1 Safest
City in
Florida**

SPECIALIZED ASSIGNMENTS:
MARINE UNIT
MOTORCYCLE UNIT
SCHOOL RESOURCE OFFICER
DETECTIVE BUREAU
AND MORE!

THE CITY OF MARCO ISLAND IS AN EQUAL OPPORTUNITY EMPLOYER

WE ARE HIRING!

- UP TO \$3,000 SIGN ON BONUS
- \$62,767 SALARY
- \$200 MONTHLY VEHICLE ALLOWANCE
- HEALTHCARE AND BENEFITS
- TUITION REIMBURSEMENT
- SCHOLARSHIPS
- EQUIPMENT/ UNIFORMS PROVIDED
- PENSION WITH COLA/6 YEAR VEST IN
- SUPPLEMENTAL RETIREMENT PLAN

Apply online at:
cityofmarcoisland.com/careers
or Scan the Code



MARYSVILLE POLICE DEPARTMENT

JOIN MPD

TEXT "JOINMPD" TO
(425) 578-5406

TO APPLY OR SPEAK
WITH A RECRUITER



SALARY

Up to \$20,000 lateral officer signing bonus
Police officer entry-level: \$6,503 monthly
Custody officer salary range: \$5,070-\$7,132 monthly

EDUCATION INCENTIVE

90 quarter credits for BA/BS or 60 semester credits for AA/AS
BA/BS: 8%

RETIREMENT PENSION

Police officers: LEOFF 2
Custody officers: PERS 2

VACATION

Police officer range: 200 hours annually, up to 320 hours annually depending on years of service
Custody officer range: 187 hours annually, up to 313 hours annually depending on years of service

SPECIALIZED UNITS

Police officer: Investigations, Traffic, Pro-Act (N.I.T.E.) and K9
Custody Officer: Court Security Unit

HEALTH COVERAGE

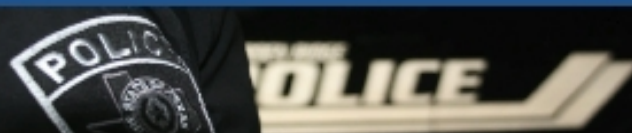
Medical, Dental and Vision covered 100% for employees and 80% for dependents



GARDEN RIDGE POLICE DEPARTMENT

NOW HIRING!

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9400 Municipal Parkway • Garden Ridge • Texas • 78266
Office: 210-651-6441 • Fax: 210-651-1639



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\$67,045





City of Garden Ridge

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

MONTHLY PUBLIC WORKS REPORT

December 2024

Activities for the month

Public Works Tasks Completed: 247

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

January Dumpster
Schedule

Jan 11, 8am to 5pm

Jan 12, 12pm to 4pm

Jan 18, 8am to 5pm

Jan 19, 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: 600lbs
- Rain fall total: .46 in.

Street/Sign Maintenance

- Crack seal on Park View.
- Continue to replace old street signs.
- Continue with overhanging tree trimming.

Parks Maintenance

- Ongoing dead tree removal at Davis Park.
- Replace toilet valve in womens restroom.
- Repair Pavilion 1 leaking water fountain.

City Facility/Property Maintenance

- Tree Lighting Event.
- Finish putting up Christmas Lights.
- Change out area light on church building.
- Repair leaking sink in church building.

Equipment/Vehicle Maintenance

- Replace battery in Public Works 3 Truck.

Class/Continuing Education

- Ryan is scheduled to take basic water for his class D.

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

- 12 Deer carcasses were disposed of, total for the year is 107.
- 0 Live traps loaned out for the month, total for the year is 15.
- 270 Registered animals for the year.

Adoptions

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

Returned To Owners

- 5 Dogs; 30 Year To Date
- 0 Cats; 0 Year To Date

Transferred To Other Agencies

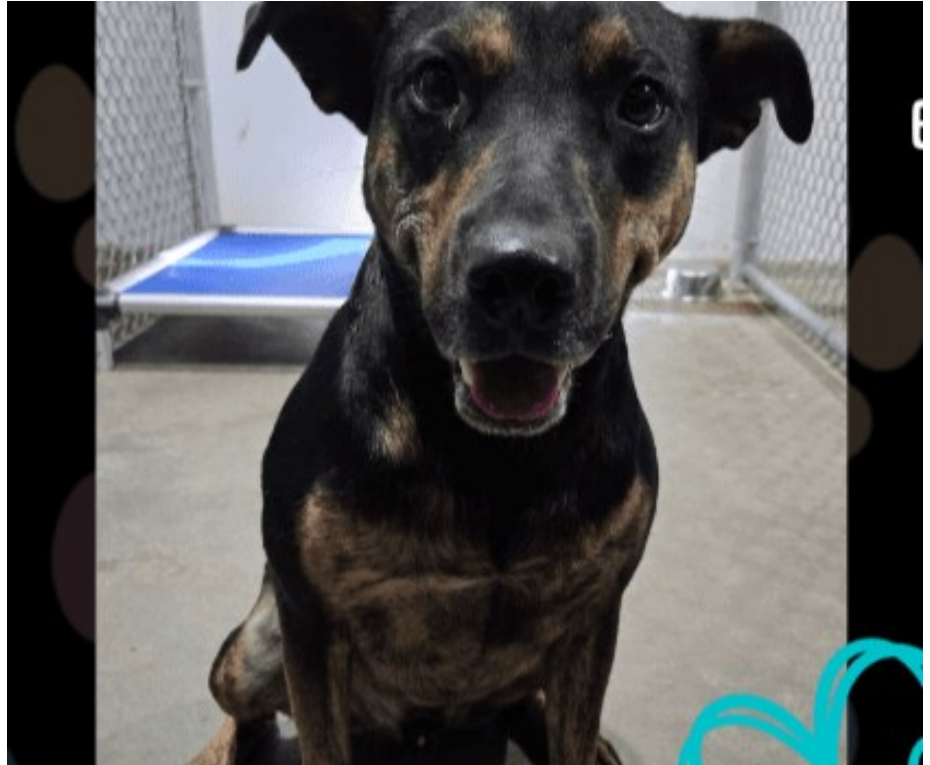
- 0 Dog; 7 Year To Date
- 6 Cat; 7 Year To Date

Currently In City Care

- 2 Dogs
- 0 Cats

Ready For Adoption

- 2 Dogs
- 0 Cats



Year to Date Wildlife Report

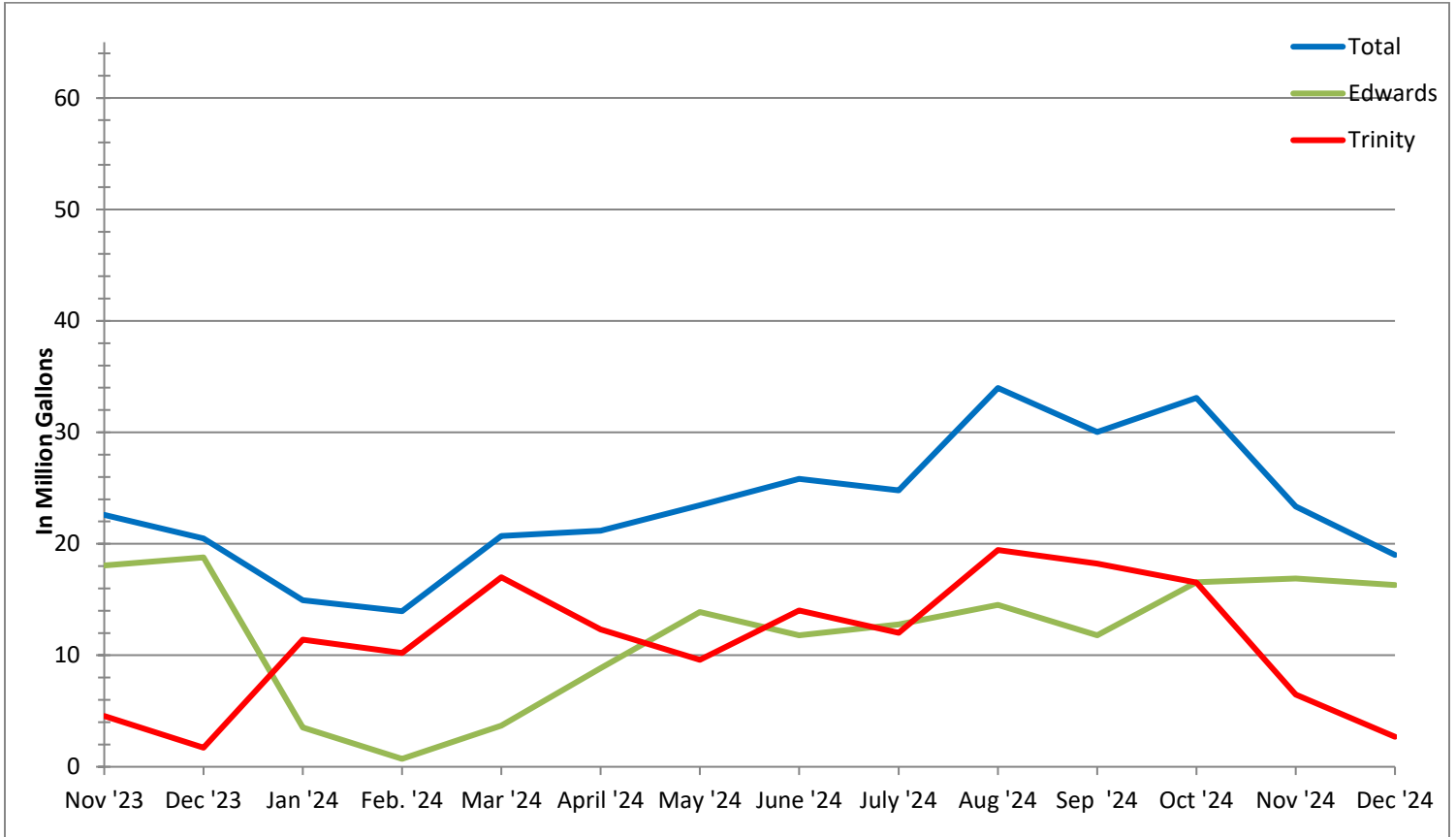
	Jan	Feb.	Mar	Apr.	May	Jun	Jul	Aug.	Sep.	Oct	Nov	Dec.	Total
Deer	5	3	5	6	9	8	5	10	11	15	18	12	107
Raccoons	5	3	8	6	3	3	3	7	12	18	2	4	74
Opossums	1	2	3	2	1	1		2	5	8	5	5	35
Skunks	6	7	2	2		1		3	1	14	2	1	39
Wild hogs		1								7	3		11
Turtles								2					2
Squirrels		1	1	6	2	1			2	1	1		15
Foxes		2			1		1	1		1		1	7
Armadillos					2	2		3	1	1			9
Hawks													
Bats			2		1								3
Coyotes													
Buzzards		1		1				1				1	4
Ringtails			1	2									3
Snakes						1	1	1		1		1	5
Duck			1										1
Porcupine							1						1
Rabbit		1											1
Totals	17	21	23	25	19	17	11	30	32	66	31	25	317



Utilities Department Report

As of December 31, 2024

City of Garden Ridge Aquifer Usage

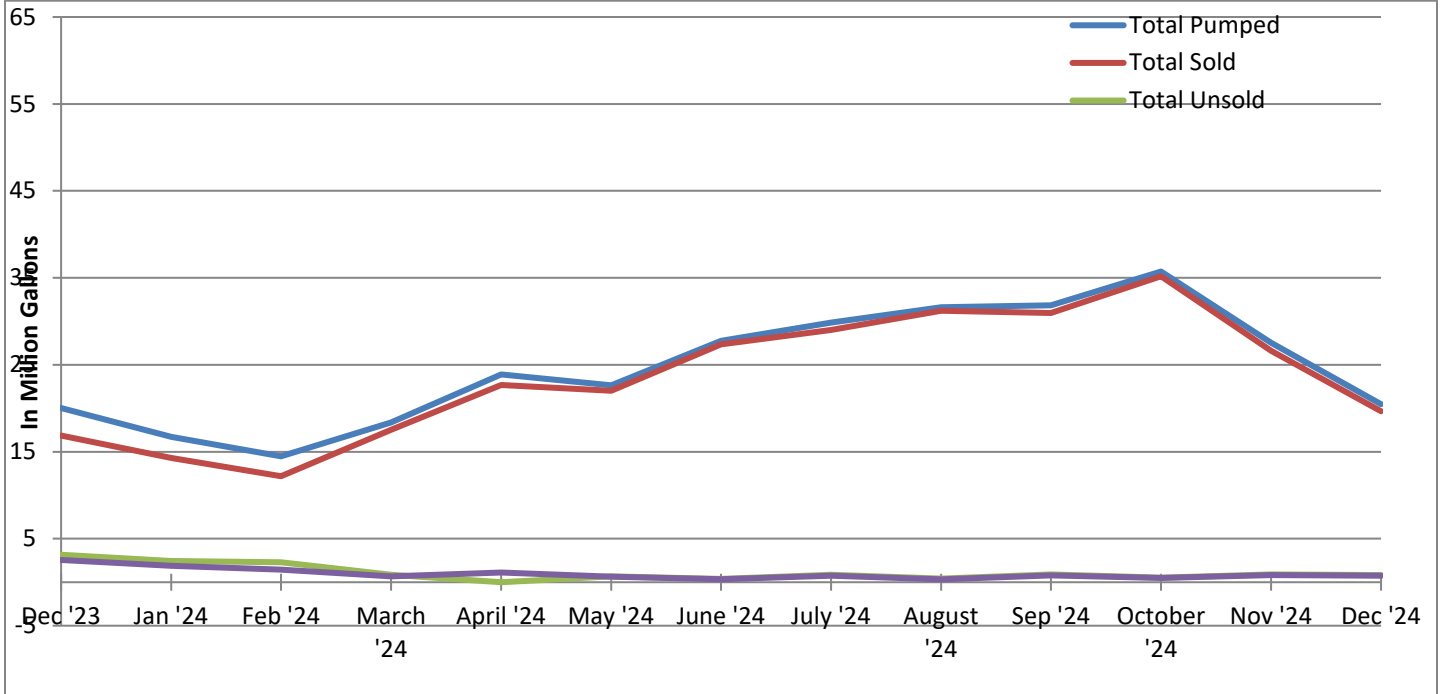


	Month:	Year:	Available:	Stage:
Edwards Well Usage AC/FT:	50.01	402.83	13.40	4
Trinity Well Usage AC/FT:	8.29	469.59	N/A	0

Water Quality

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

2024 – 2025 Pumping Report



	Total Pumped (Thousands)	Total Sold (Thousands)	Total Unsold (Thousands)	Unaccountable Unsold (Thousands)	Unaccountable Unsold %
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%
Nov '24	27,536	26,636	900	813	2.9%
Dec '24	20,478	19,657	821	734	3.6%
Yearly Average	24,622	23,576	1,773	885	4.6%
	Yearly national average				16%

Utilities Department Monthly Activities:

New Installed Meters	0	Work Orders	250
Meter Replacements	1	Locates	45
City Owned Leaks	0	Irrigations Permits Issued	0
Meters Read	1701	Total Rebates	
Meter Tests	0		0

AMI Information

Total Portal Customers: 866

Meter Daily Readability Percentage: 99.69% for 1,641 assigned meters (current bill cycle)

Main Breaks/City Repairs: 0

Estimated Water Loss (gallons):

Location:

Explanation:

Leak Adjustments

New Requests	1	Waiting for Customer	0	Approved	4	Amount Approved	567.27	Denied	1	Sent to Water Commission	0
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Employee Training/certifications



Garden Ridge Library

Volume IX, Issue 4
January 7, 2025

Monthly Library Update

By Linda Crosland, Library Director

For leisure, for learning, for life!

Upcoming Activities for December

Children's Activities

Mondays, **Lego Robotics**, 3:50-4:50 pm

Tuesdays, **Lego Robotics**, 3:50-4:50 pm

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

Thursdays, **Mad about Science**, 3:50-4:50 pm

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

Adults' Activities

Regular Activities

1st Tuesday, January 7, **Card Making for Troops**, 1:00 pm

3rd Tuesday, January 21, **Card-making**, 1:00 pm

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

All Ages:

First Saturday (January 4), **Advanced Lego Robotics**, 10:00-12:30

Department Statistics for November

Visits to the Library	991
Items Checked Out	1,441
\$ Saved by checking out hardcopy books during month	
	\$6,193
\$ Saved by using eBooks	\$8,288
New Patrons Added	4
New Items Added, Physical books	42
-Libby Books + Libby Advantage	720
-Boundless	271
Volunteer Hours	69

Activity Statistics

Children's Preschool	34
Children's Elementary Age Activities	76
Adult Classes—Coloring, Book club, crafts, Lunch-n-Learns	29

Activity Totals 139

We wish you a peaceful New Year, surrounded by love, laughter, family, good friends, and books—lots of books!

memorandum

To: Garden Ridge City Council
From: Trihydro Corporation
cc: Ms. Nancy Cain, City Manager, City of Garden Ridge
Date: December 27, 2024
Re: Engineering Report for January 2025 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
 - CPS poles are removed and CenterPoint completed their bores under FM2252 and FM3009 near the intersection. CenterPoint has not provided a completion date at this time. However, only a few hundred feet of work along the Wetz property remains prior to being cleared for water line work. Trihydro will continue general contractor remobilization efforts as the completion date is established.

Land Development Projects and Reviews

- The Revival
 - The draft engineer plan review comments are complete and will be distributed shortly. The offsite sewer extension construction plans have not been received at the time of this report submittal.
- CenterPoint Capacity Improvement Project
 - A formal plan submittal has not been received at this time.

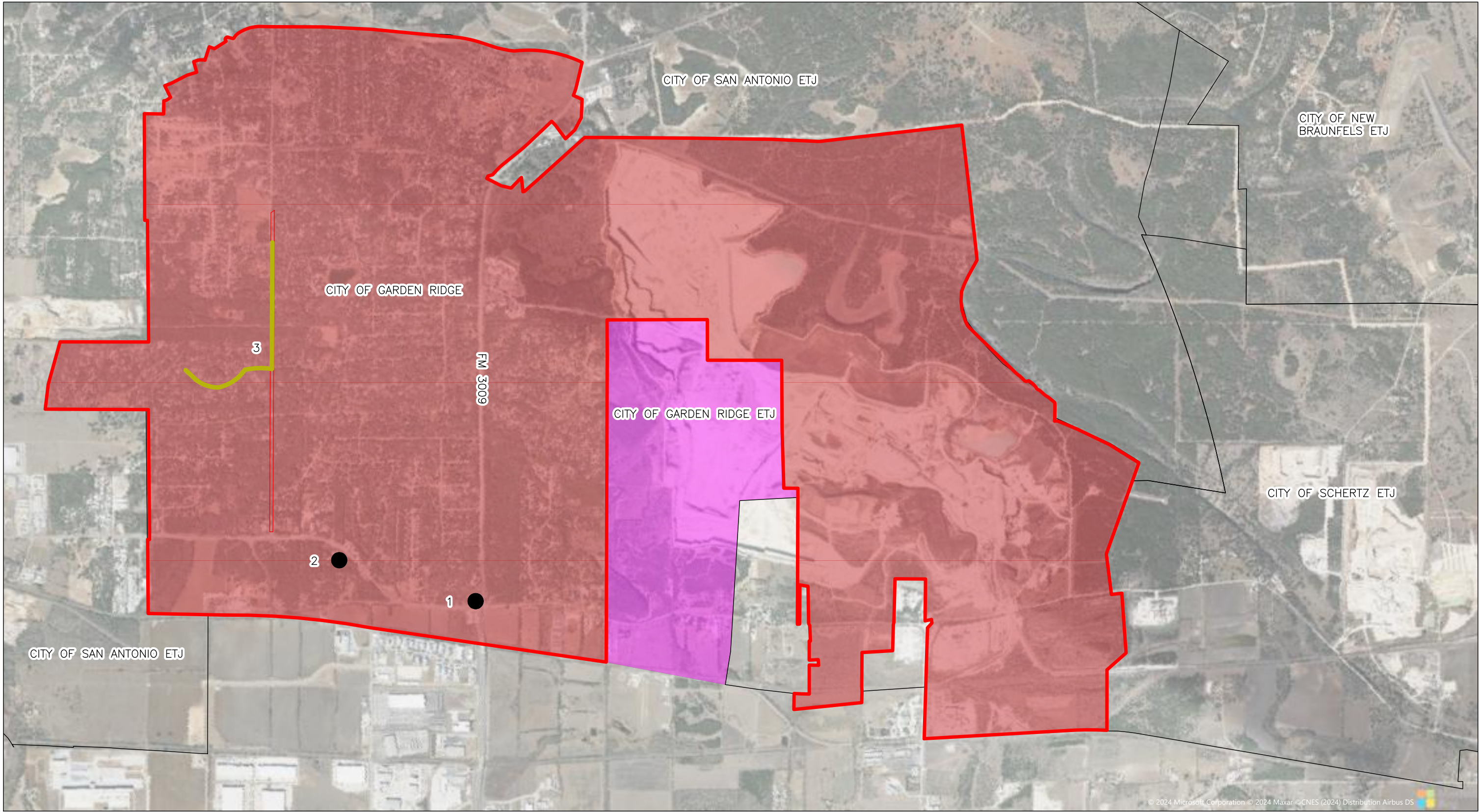
Miscellaneous Engineering Services

- FM 2252 Truck Route Analysis

At the December 10th meeting the AAMPO representative agreed to allocate additional funding towards a route study analyzing FM 2252 as a designated truck route.

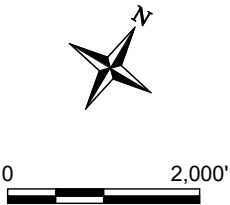
FIGURE

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



EXPLANATION

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



 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: 11/22/2024

Best Management Practices

Jill Shackelford



Covered Conveyors for dust suppression



Dry Plant
Crusher in enclosure



Preservation of
Native plants and trees



Fuel Containment Center



Wide haul roads
saturated for dust suppression

Community Stakeholders



Photo By John Anderson

MacBook Pro



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

**CITY OF GARDEN RIDGE
SHORT FORM CONTRACT**
(Construction and Non-Professional Services)

This contract, dated the _____ of _____, 2025, is between the City of Garden Ridge ("City") and The Retail Coach, LLC ("Contractor") (the "Contract").

I. TERMS

In consideration of Twenty-three Thousand Dollars (\$23,000.00), the Contractor shall provide the services described in Attachment A, which is incorporated by reference, according to all its provisions. To the extent of any conflict between the terms and conditions contained therein and this Contract, the terms and conditions of this Contract will control.

II. DURATION

Contractor shall complete all required work within 365 calendar days after the effective date of this Contract.

III. PAYMENT

Payment shall be made under the terms and conditions of Attachment B, which is incorporated by reference, according to all its provisions. Payments under the Contract, including the time of payment and the payment of interest on overdue amounts, shall be subject to Chapter 2251, Texas Government Code. The City reserves the right to modify any amount due to Contractor presented by invoice to the City if necessary, to conform the amount to the terms of the Contract.

Should this agreement extend beyond the current budgeted fiscal year, the Contractor and City hereby agree that the City's obligation to make payment on this Contract shall terminate should City Council fail to provide such funding after September 30th of the required year.

IV. ASSIGNMENT

Contractor may not assign any interest under this Contract without the City's prior written consent. Such consent to be at the City's sole discretion.

V. STATUS OF CONTRACTOR

The Contractor is an Independent Contractor. Contractor and Contractor's employees are not the agents, servants or employees of the City.

VI. AMENDMENT OR MODIFICATION

This Contract, including any attachments, constitutes the parties' entire agreement. This Contract may not be modified or replaced except by another signed written Contract.

VII. INDEMNITY

The Contractor must indemnify, hold harmless and defend the City, its officers, agents and employees, from and against liability for any and all claims, liens, suits, demands, and/or actions for damages, injuries to persons (including death), property damage (including loss of use), and expenses, including court costs and attorneys' fees and other reasonable costs arising out of or resulting from the Contractor's work and/or activities conducted in connection with or incidental to this Contract and from any liability arising out of or resulting from the intentional acts or negligence, including all such causes of action based upon common, constitutional, or statutory law, or based in whole or in part upon the negligent or intentional acts or omissions of Contractor, including but not limited to its officers, agents, employees, subcontractors, licensees, invitees, and other persons.

Contractor must at all times exercise reasonable precautions on behalf of, and be solely responsible for, the safety of its officers, agents, employees, subcontractors, licensees, invitees and other persons, as well as their property, while in the vicinity where the work is being done. It is expressly understood and agreed that the City shall not be liable or responsible for the negligence of the Contractor, including but not limited to its officers, agent, employees, subcontractors, licensees, invitees, and other persons.

Further, the City assumes no responsibility or liability for harm, injury, or any damaging events which are directly or indirectly attributable to premises defects which may now exist or which may hereafter arise upon the premises, responsibility for any and all such defects being expressly assumed by the Contractor.

BOTH CITY AND CONTRACTOR EXPRESSLY INTEND THAT THE INDEMNITY PROVIDED FOR IN THIS CONTRACT IS INDEMNITY BY CONTRACTOR TO INDEMNIFY AND PROTECT THE CITY FROM THE CONSEQUENCES OF THE CITY'S OWN NEGLIGENCE WHILE CITY IS PARTICIPATING IN THIS CONTRACT WHERE THAT NEGLIGENCE IS A CONCURRING CAUSE OF THE INJURY, DEATH, OR DAMAGE. FURTHERMORE, THE INDEMNITY PROVIDED FOR IN THIS PARAGRAPH SHALL HAVE NO APPLICATION TO ANY CLAIM, LOSS, DAMAGE, CAUSE OF ACTION, SUIT, AND LIABILITY WHERE THE INJURY, DEATH, OR DAMAGE RESULTS FROM THE SOLE NEGLIGENCE OF THE CITY, UNMIXED WITH THE FAULT OF ANY OTHER PERSON OR ENTITY.

VIII. INSURANCE AND BONDS

A. GENERAL REQUIREMENTS

The Contractor must maintain the type and amounts of insurance required in this Contract throughout the term of the Contract. Contractor must provide a Certificate of Insurance evidencing the required coverage types and amounts before the Contract is signed. All policies are subject to examination and approval by the City for their adequacy. The City may terminate this Contract if the Contractor fails to comply with all insurance requirements.

Insurance naming the City as additional insured must be primary insurance and not contributing with any other insurance available to the City, under any third-party liability policy.

B. ADDITIONAL REQUIREMENTS

The required liability insurances and their certificates must:

1. Name the City as an additional insured for operations under this Contract.
2. Provide for 30 days advance written notice of cancellation or material change.

C. TYPES AND AMOUNTS OF INSURANCE

The following insurance is required under this contract:

	<u>Type</u>	<u>Amount</u>
1.	Workers' Compensation Employer's Liability OR Occupational Injury/Accidental Injury Protection	Statutory Limits \$1,000,000 each accident
2.	Commercial (Public) Liability including but not limited to: . Premises/Operations . Independent Contractors . Products/Completed Operations . Contractual Liability . Personal Injury (Insuring above indemnity)	\$1,000,000 per occurrence \$2,000,000 general aggregate OR \$2,000,000 combined single coverage limit
3.	Business Automobile Liability to include coverage for: . Owned/Leased Autos . Non-Owned Autos . Hired Cars	\$1,000,000 combined single limit

D. STATUTORY BOND REQUIREMENTS

When applicable, the Contractor shall procure such bonds as shall be required under Texas Government Code Chapter 2253. All bonds are subject to examination and approval by the City for their adequacy. The City may terminate this contract if the Contractor fails to comply with any bond requirements.

IX. TERMINATION

Termination for Convenience

This Contract may be terminated by either party with thirty (30) days written notice. If the City terminates this Contract under this paragraph, the City will pay the Contractor for all services rendered in accordance with this Contract to the date of termination.

Termination for Default.

Subject to any other provisions for termination herein, either party to this Contract may terminate this contract as provided in this paragraph if the other party fails to comply with its terms. The party alleging the default will give the other party notice of the default in writing citing the terms of the Contract that have been breached and what action the defaulting party must take to cure the default. If the party in default fails to cure the default as specified in the notice the party giving notice of default may terminate this Contract by written notice to the other party, specifying the date of termination. Acting on behalf of the City, the City Manager may terminate this Contract for the breach as provided in this paragraph. Termination of this Contract as allowed by law, including any damages or costs suffered by either party.

X. GOVERNING LAW/VENUE

Texas law governs this Contract and any lawsuit must be filed in a court that has jurisdiction in Comal County, Texas.

XI. VERIFICATION OF EMPLOYMENT ELIGIBILITY

Contractor must comply with the Immigration Reform and Control Act (IRCA) and may not knowingly obtain labor or services of an unauthorized alien. Contractor -- not City -- must verify eligibility for employment as required by IRCA.

XII. INDEBTEDNESS TO CITY

Contractor agrees that no payments owed by him, of any nature whatsoever, to the City, including payment in advance for service charges or any sums of any character whatsoever, shall become delinquent or in arrears.

The City will not award contracts for goods or services to any bidder in arrears to the City for any debt, claim, demand, or account whatsoever, including taxes, penalty and interest. Contractor is responsible for ensuring that no indebtedness exists.

The City may offset payments due under this Contract against any debt, claim, demand or account owed to the City by Contractor.

XIII. SALES TAX

The City qualifies as an exempt agency under the Texas Limited Sales, Excise and Use Tax Act (the "Tax Act") and is not subject to any State or City sales taxes on materials incorporated into the project. Labor used in the performance of this contract is also not subject to State or City sales taxes. The City will provide an exemption certificate to the Contractor. The Contractor must have a sales tax permit issued by the Comptroller of Public Accounts and shall issue a resale certificate complying with the Tax Act, as amended, when purchasing said materials. The Contractor is responsible for any sales taxes applicable to equipment purchases, rentals, leases, consumable supplies which are not incorporated into the services to be provided under this Contract, tangible personal property purchased for use in the performance of this Contract and not completely consumed, or other taxable services used to perform this Contract, or other taxes required by law in connection with this Contract.

XIV. COMPLIANCE WITH LAWS, CHARTER, ORDINANCES

Contractor, its agents, employees and subcontractors must comply with all applicable federal and state laws, the charter and ordinances of the City of Garden Ridge, and with all applicable rules and regulations promulgated by local, state and national boards, bureaus and agencies. Contractor must obtain all necessary permits, bonds and licenses that are required in completing the work contracted for in this agreement.

XV. DISCLOSURES, CONFLICTS AND DISPUTE RESOLUTION

Contractor represents that it is in compliance with the applicable filing and disclosure requirements of Chapter 176 of the Texas Local Government Code, Conflicts of Interest Questionnaire, Chapter 2252, Texas Government Code, and Form 1295, Certificate of Interested Parties, online filing with the Texas Ethics Commission.

This Contract will be governed by the provisions of Subchapter I, Chapter 271, Tex. Local Gov't Code, regarding the obligations of the parties for any disputes arising hereunder.

XVI. MANDATORY CONDITIONS FOR GOVERNMENT CONTRACTS

When applicable, the City may not enter into a contract with a company for goods and services unless the contract contains a written verification from the company that it; (i) does not boycott Israel; (ii) will not boycott Israel during the term of the contract; (iii) does not boycott energy companies; (iv) will not boycott energy companies during the term of the contract; (v) does not have a practice, policy, guidance or directive that discriminates against a firearm entity or firearm trade association; and (vi) will not discriminate during the term of the contract against a firearm entity or firearm trade association (Texas Government Code, Chapter 2271.002; 2274.002; 2276.002).

Contractor hereby verifies that it does not boycott Israel, and agrees that, during the term of this agreement, will not boycott Israel as this term is defined in the Texas Government Code, Section 808.001, as amended. Contractor hereby verifies that it does not boycott energy companies, and agrees that, during the term of this agreement, will not boycott energy companies as this term is defined in

Texas Government Code, Section 809.001, as amended. Contractor hereby verifies that it does not have a practice, policy, guidance or directive that discriminates against a firearm entity or firearm trade association, and agrees that, during the term of this agreement, will not discriminate against a firearm entity or firearm trade association as those terms are defined in Texas Government Code, Section 2274.001, as amended.

Further, Contractor hereby certifies that it is not a company identified under Texas Government Code, Section 2252.152 as a company engaged in business with Iran, Sudan, or Foreign Terrorist Organizations.

IN WITNESS HEREOF, the parties hereto have executed this contract:

CITY OF GARDEN RIDGE

THE RETAIL COACH, LLC

By:_____

By:_____

_____(printed name)

APPROVED AS TO FORM:

Title: _____

By:_____

Federal Tax I.D. # _____

City Attorney

Corporate Secy's Attestation if applicable:

Corporate Seal if applicable:

ATTACHMENT A
SCOPE OF WORK



Exhibit A:

City of Garden Ridge, Texas

SCOPE OF SERVICES

**Retail Recruitment & Development Strategy
- FM 2252/Nacogdoches Rd. Corridor**



PREPARED BY:

Aaron Farmer
President
662.231.0608
afarmer@theretailcoach.net

We Recruit Retail.

We Recruit Retail.

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About The Retail Coach	5-7
Project Deliverables	8
Scope of Work	9-21
Project Pricing & Timeline	22

More Than 6 Million SF of New Retail Recruited in the Last 5 Years

Our proven Retail:360® Process has been instrumental in recruiting new retailers and developers to our client communities.

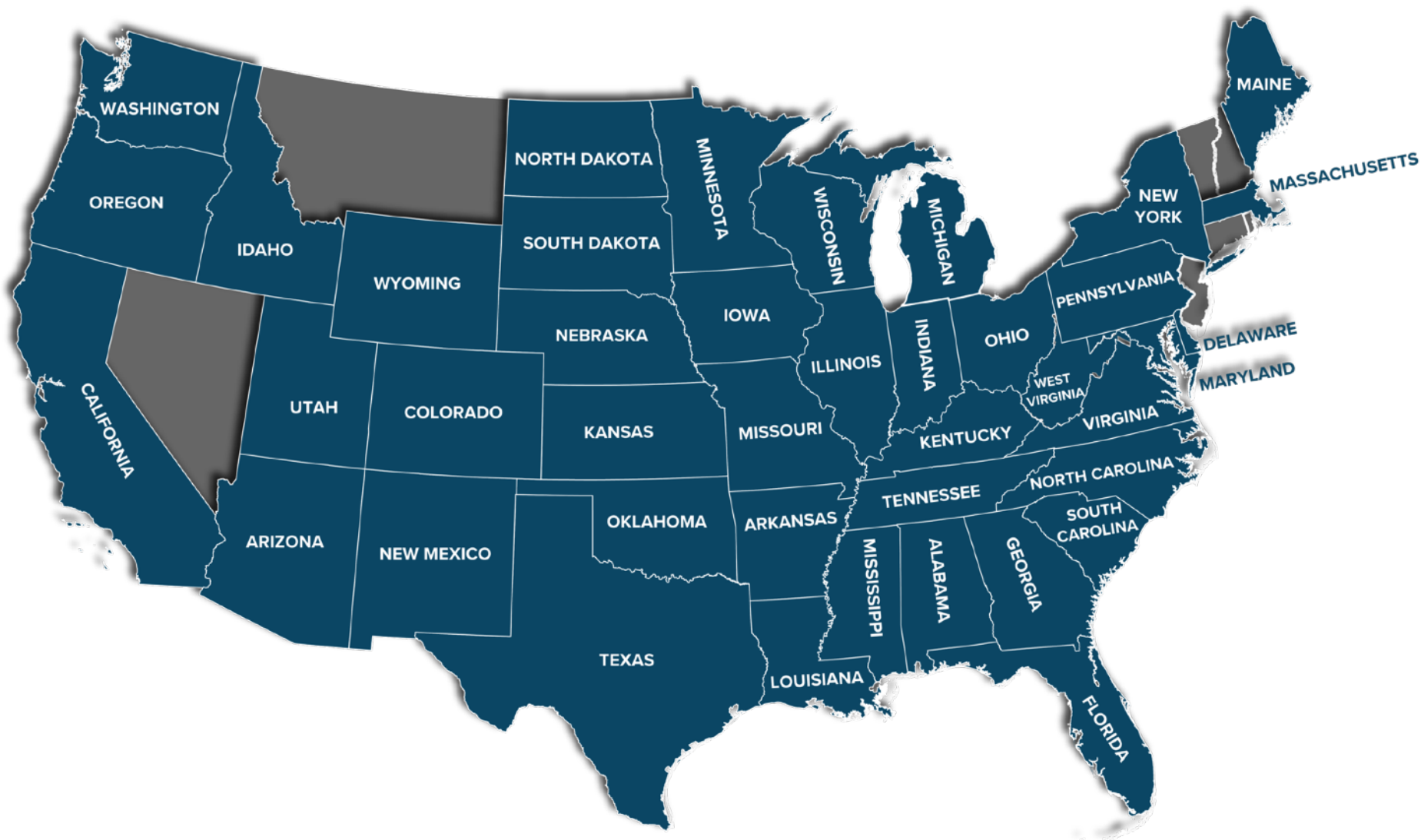


More Than 6 Million SF of New Retail Recruited in the Last 5 Years

From Bass Pro Shops to Dollar General - we recruit the retail and retailers that fit our clients' markets.



COMPANY PROFILE



National Expertise.
Local Focus.

Our work throughout the country allows our team to stay current on retail trends and deepen our relationships with national and regional brands.

These relationships create unique opportunities for our client communities. When brands begin planning to expand into new markets, we are often one of the first to know and retailers/brokers will often look to our client list or ask our team for prospective markets to consider.

850+
COMMUNITIES
SERVED

43
STATES WE'VE
WORKED IN

90%+
REPEAT CLIENT RATE



An Entire Team Dedicated to Growing Retail in Garden Ridge

What Makes Us Different?

Experienced & Connected

We pioneered the retail recruitment industry more than 24 years ago and leverage more than two decades of experience and relationships to help drive retail growth in your community.

Full Transparency

We track recruitment activity and prospect feedback in your custom retail recruitment dashboard and host monthly calls with your team to keep you updated on progress.

Our Team is Your Team

We take a partnership approach and become an extension of your team. Our clients are invited to participate in the recruitment process, allowing you to learn and expand your network.

We are Consultants. Not Brokers.

We pride ourselves on being consultants, not brokers.

We only do what is in the best interest of our client communities and their future growth. We don't take shortcuts or go with the path of least resistance to fill retail spaces.

Retail Recruitment is a Process, Not an Event.

Through our proprietary **Retail 360® Process**, we offer a dynamic system of products and services that enable communities to expand their retail base and generate additional sales tax revenue.

Our Retail 360® Process identifies **strengths, weaknesses, opportunities, and threats** to your community's ability to attract retail and highlights your community's advantage over competing cities. Through our multi-phase approach to recruiting new retailers, we are able to help communities build a long-term retail economic development plan.



MARKET-BASED SOLUTIONS

We understand that every client community has its own unique set of development needs. That's why we work with our clients to determine those needs and offer custom, tailored, data-driven solutions.

ON-THE-GROUND ANALYSIS

Just as each client has their own set of needs, we know that each client has a unique position in the marketplace as it competes to recruit new retailers. We spend time in your community with leaders and stakeholders, which enables us to determine your market position and identify retailers that fit your community.

ACTION PLAN FOR GROWTH

We analyze, recommend, and execute aggressive strategies for pursuing the ideal retailers, as well as coaching our clients through the recruitment and development process. This partnership typically produces best results when, together, we derive short-term and long-term strategies based on market data and opportunities.

Project Deliverables

Analyzing the Market

- Competing Communities Analysis
- Custom Retail Trade Area Map
- Retail Trade Area Demographic Profile
- Retail Trade Area Psychographic Profile
- City Demographic Profile
- Discussions with Key Community and Business Stakeholders

Completed Within 30 Days

Determining Retail Opportunities

- Retail Demand Analysis
- Retail Void Analyses for Key Retail Sites

Identifying Development & Redevelopment Opportunities

- Analysis of Development/Redevelopment Sites
- Retail Site Profiles for Available Retail Sites

Completed Within 45 Days

Identify Retailers & Developers

- Target List of Retailers (and Restaurants), and Developers

Marketing & Branding

- Retail Market Profile
- Retail Market Flyer
- Customized Retailer Feasibility Packages
- Developer Opportunity Package
- Online Retail Dashboard (Retail 360® Website)

Completed Within 30 Days

Completed Within 45 Days

Recruitment of Retailers & Developers

- Retailer & Developer Recruitment Status Dashboard (AirTable)
- Monthly Recruitment

Ongoing Recruitment & Coaching

- Ongoing Coaching and Support from The Retail Coach Team
- Representation of the City at Regional and National Retail Industry Events

30 Days – Through Remainder of the 12 Month Partnership

Analyzing the Market

The Retail Coach will perform extensive market research and analysis to evaluate the Garden Ridge community and surrounding area. This “macro to micro” approach enables The Retail Coach to analyze competitive and economic forces that may impact Garden Ridge's retail recruitment and development plan.

Competing Community Analysis

It is important to monitor what is occurring in area communities from a retail economic development perspective. What are their advantages and/or challenges? Are they experiencing positive or negative growth? What are their current retail offerings?

The Retail Coach will look at competing communities to identify competitive advantages, through economic and market forces, that have a direct impact on retail recruitment and development in Garden Ridge.

Custom Retail Trade Area Determination

The Retail Trade Area is the geographical area from which the community's retailers derive a majority of their business. It is the foundational piece of the retail plan and its accuracy is critical.

High-Impact Mobile Data Analysis

The Retail Coach will utilize mobile location technology that analyzes location and behavioral data collected from mobile devices to determine consumer visits to Garden Ridge. This high-confidence data is used to determine Retail Trade Areas and validate retail site selection decisions.

The Retail Coach will hand draw the Retail Trade Area map for Garden Ridge based on mobile phone data from consumers, as well as on-the-ground analysis from The Retail Coach Team.

Understanding your true customer base is critical to quantifying the demand for new retail and restaurant development.

We use real data collected from actual customers in your community to analyze trade area boundaries, competitive markets, and leakage. This high confidence data allows our team to tell your community's story and show potential investors why they need to be in your market.



Analyzing the Market

Demographic Profiling

A community must be able to instantaneously provide information and data sets required by retailers during the site evaluation and site selection process. The data must be accurate, current, and readily available.

The Retail Coach will create comprehensive 2020 Census and 2024 and 2029 demographic profiles for the Retail Trade Area and Garden Ridge community. The comprehensive profile includes population and projected population growth, ethnicities, average and median household incomes, median age, households and household growth, and educational attainment.

Psychographic Profiling

As retail site selection has evolved from an art to a science, psychographic lifestyle segmentation has become an essential element of retailers' preferred location criteria. Understanding a consumer's propensity to purchase certain retail goods and services—as well as specific retail brands—is valuable to national, regional, and local retailers. Knowing the retail sectors and products that consumers demand removes a great deal of risk for businesses.

The Retail Coach will develop an ESRI Tapestry Segmentation Profile of the households in the Retail Trade Area. This is done by using the most advanced socioeconomic and demographic data to measure consumer attitudes, values, lifestyles, and purchasing behaviors, to understand the sectors and brands of retailers that may be of interest.

Determining Retail Opportunities

Retail Demand Analysis

A community is able to quantify its retail demand through a Retail Demand Analysis, which provides a summary of the projected retail demand growth — or opportunities — for 68 retail sectors. The analysis is ultimately used to identify specific recruitment targets for the community.

The Retail Demand Analysis will:

- Identify retail demand growth opportunities for more than 68 retail sectors
- Distinguish retail sectors with the highest propensity for success and qualify their ultimate potential

The Retail Coach will determine the level of retail demand for the Retail Trade Area and use projected demand to help identify opportunity areas and prioritize retail market sectors for recruitment.

Identifying Development & Redevelopment Opportunities

Identifying & Marketing Available Sites

Retailers are not only interested in market data on your community, but also interested in evaluating all available property vacancies and sites that fit their location preferences. A community must create and maintain a database of prime available properties along with accurate and current market information. Successful retail recruitment begins with the introduction of available sites.

The Retail Coach will identify priority retail development/redevelopment sites to market. Factors influencing site selection for priority sites will include:

- Existing market conditions
- Retail Trade Area population
- Traffic counts and traffic patterns
- Site-line visibility from primary & secondary traffic arteries
- Ingress/egress
- Adequate parking
- Site characteristics
- Proximity to retail clusters

Retail Site Profiles

A critical step in attracting retailers is providing accurate and current information on each identified available site.

The Retail Coach will create a Retail Site Profile for each identified key site with current site-specific information, including location, aerial photography, site plan, demographic profile, size/dimensions, traffic count(s), and appropriate contact information.

Identifying Retailers & Developers for Recruitment

The Retail Coach has been successful in recruiting leading retail brands to our client communities for more than 24 years. Our process is driven by providing accurate and current data sets, as well as site-specific information, to retailers that “fit” the community.

Identifying Potential Retailers

The Retail Coach will target national and regional brands that are a “good fit” for Garden Ridge. This means that the Retail Trade Area population, ethnicities, incomes, ages, and educational levels meet the retailers’ ideal location criteria.

The Retail Coach will develop and review a master list of potential retailers with + staff and work together to prepare a final target list of retailers for recruitment. This list will include first-to-the-market concepts that may be a good fit for the community.

Identifying Potential Developers

Much of our recruitment success comes from establishing a network of regional and national retail developers over the past 24 years. Developer networking and recruitment have become key components in a community’s retail recruitment and development/redevelopment success. If a retailer were to express interest in the community, and there was not ready-to-lease properties matching their needs and brand requirements, a developer must be identified to build the interested retailer a suitable property.

The Retail Coach will utilize its network to identify retail real estate developers active in Garden Ridge and the region for recruitment.

Marketing & Branding

To attract targeted retailers, a critical step is to provide accurate and current community and Retail Trade Area data and information. It is important that this marketing information positively reflects the community's positive attributes and brand to corporate site selectors, real estate brokers, and developers. This information is essential for them in making initial decisions about locating in the community.

Retail Market Profile

The Retail Coach will develop a Retail Market Profile tailored to the specific needs of targeted retailers' essential site selection and location criteria for Garden Ridge. The profile serves as a community introduction, and includes:

- Retail Trade Area Map
- Location Map
- Demographic Profile Summary
- Appropriate logo and contact information

Marketing & Branding

Developer Package

The Retail Coach will create a marketing package for retail developers active in the community and region to generate their interest in retail development opportunities.

The Retail Coach will create a Developer Package to highlight development and redevelopment opportunities in Garden Ridge. This package may include:

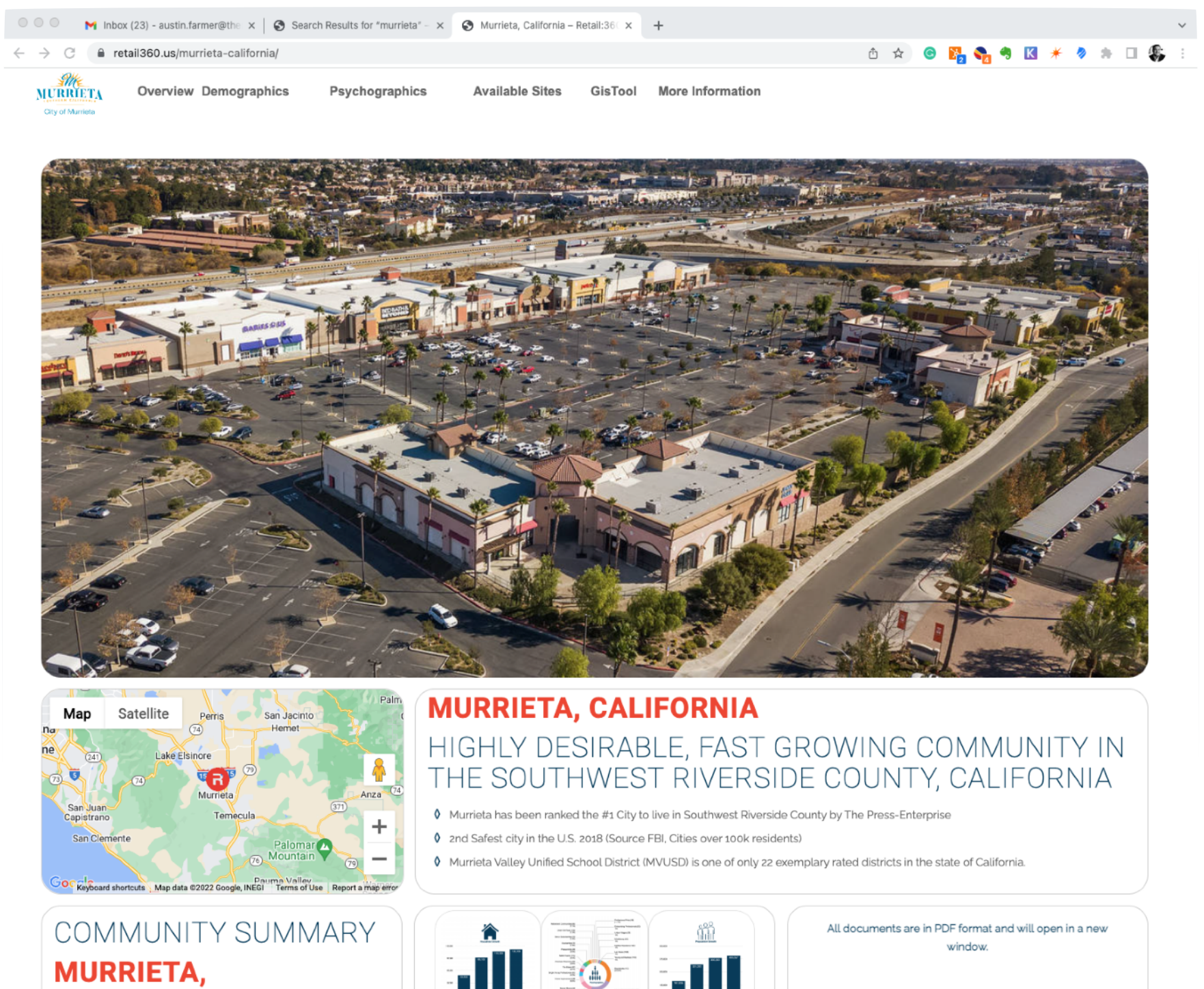
- Community Overview & Location Map
- Retail Trade Area & Demographic Trends
- Aerial Imagery & Traffic Counts
- Site-line visibility from major and secondary traffic arteries
- Ingress/egress for primary and secondary traffic arteries
- Median cuts or possibilities
- Traffic signal existence or possibilities
- Site characteristics and topography
- Area Retail & Zoning
- Residential clustering and support
- Proximity to “anchor” retailers
- Top Employers & Workplace Population
- Interested retailers

Marketing & Branding

Online Retail Dashboard

Being able to quickly and easily access and share retail opportunity information greatly increases a community's opportunity for success. To assist with this, we develop a custom online retail dashboard that can be accessed anytime through a branded Retail360® link. With a few clicks, retailers, brokers and developers can learn about your community's retail potential like never before.

The Retail Coach will create a Retail360® Retail Dashboard for Garden Ridge, which will be available for visual presentation and easy downloading of all data sets, available sites, and marketing information.

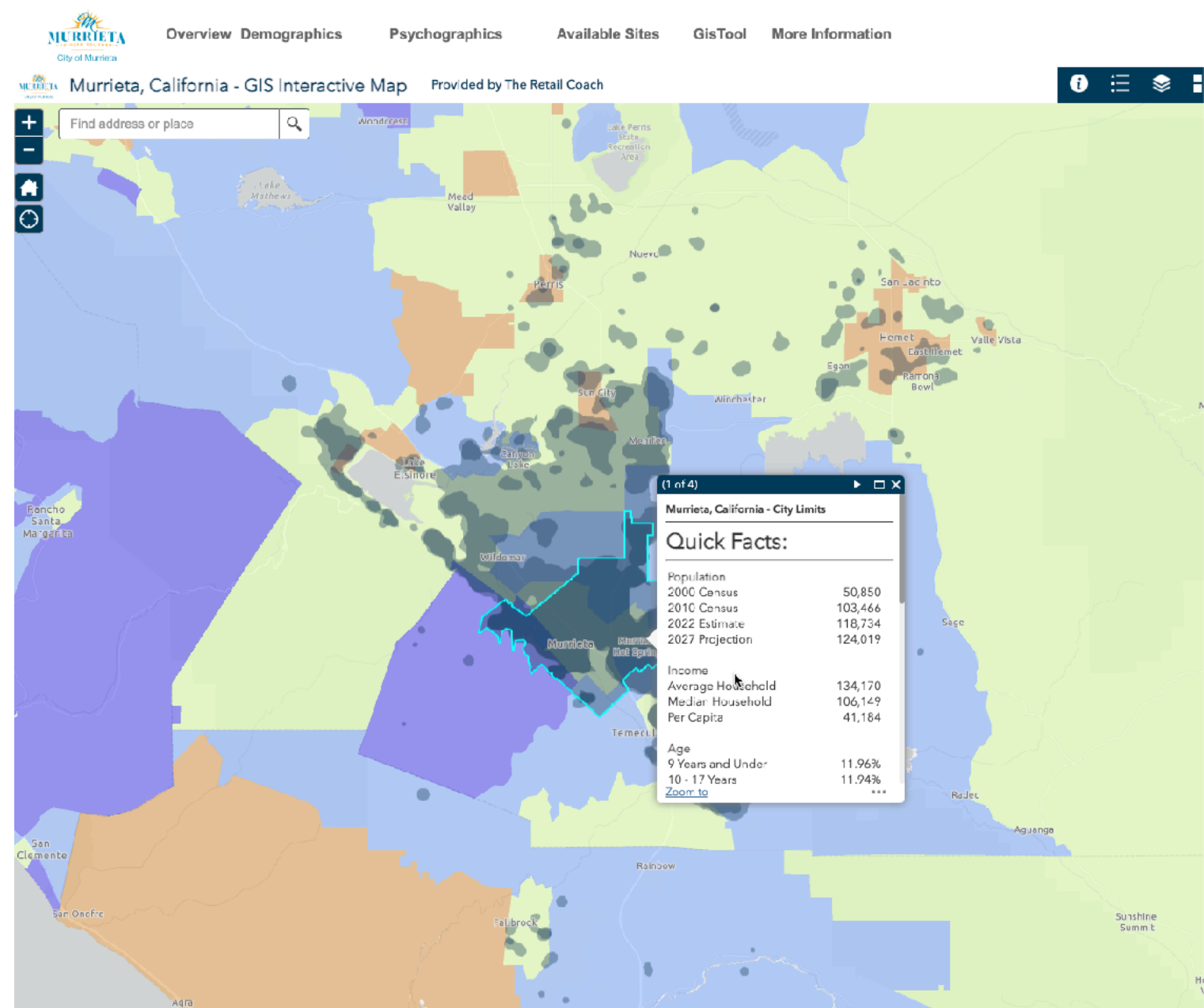


Marketing & Branding

Interactive Site Mapping

Retail site selectors do much of their research while in hotel rooms and in airports, so a visual GIS platform that streamlines data and sites into one interactive and centralized location is a powerful tool.

We will develop a concise, easy-to-access, interactive site mapping platform for Whitewater, along with the preloaded prime vacancies and development/redevelopment sites that we will be marketing. Data can be presented by demographic, socioeconomic, psychographic, and retail spending layers that are detailed down to the block level, to meet the needs of each individual user — whether they be a retailer, developer, or even a local entrepreneur.



Recruiting Retailers & Developers

Recruitment of Retailers

We were the first national retail recruitment firm to introduce retailer and developer recruitment specifically for communities. More than 24 years and 850 projects later, the recruitment of retailers remains one of our primary metrics of success. Today, our success has proven that a community must move beyond just gathering data sets, and proactively recruit retail.

The Retail Coach will actively recruit retailers to Garden Ridge. Our process includes:

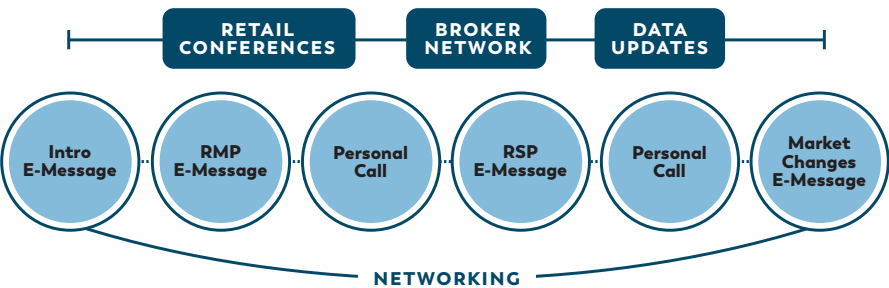
- Introductory emails and retail market profile are sent to each targeted retailer.
- Personal calls are placed to measure interest level.
- Personal emails and retailer feasibility packages are sent to each targeted retailer.
- Personal emails and retail site profiles for prime vacancies are sent to the appropriate targeted retailers.
- Personal emails are sent to inform targeted retailers of significant market changes.
- Personal emails are sent to decision markers once per quarter to continue seeking responses regarding their interest level in the community.
- A retailer status report is provided with each retailer’s complete contact information and comments resulting from recruitment activities.

Recruitment of Developers

Much of our recruitment success comes from having established a network of retail real estate developers over the past 24 years. Oftentimes, a retailer or retailers may have interest in a community, only to find that suitable properties do not exist.

The Retail Coach will actively recruit developers for Garden Ridge, if an opportunity is identified. Our process includes:

- Introductory emails and opportunity packages are sent to developers.
- Personal calls are placed to measure interest level.
- Personal emails are sent to inform developers of the status of interested retailers, and any significant market changes.
- A developer status report is provided with each developer’s complete contact information and comments resulting from recruitment activities.



Recruiting Retailers & Developers

Retail Conferences

The Retail Coach helps communities connect with retailers and developers at retail conferences such as Retail Live!, the annual ICSC RECon and other regional events attended.

The Retail Coach will assist in marketing Garden Ridge and its opportunities to retailers, brokers, and developers at retail industry conferences attended.



Recruiting Retailers & Developers

Retail Recruitment Accountability Dashboard

As part of our recruitment process, we provide access to a real-time recruitment dashboard where Garden Ridge staff can see which retailers are being recruited, the latest touch points with each, and contacts we are actively communicating with along with their interest level in the community.

The Retail Coach will set up a recurring monthly meeting with staff to review on-going recruitment activity, feedback received from prospects, and any additional next steps or follow up items needed to advance recruitment with interested retailers.

Interested

Idi

STATUS

Interested

Graving Kernels

STATUS

Interested

irst Class BBQ

STATUS

Interested

reat Clips

STATUS

Interested

oliday Inn Express

STATUS

Interested

orizon Firearms

STATUS

Interested

Need Franchisee

Arby's

STATUS

Need Franchisee

Huddle House

STATUS

Need Franchisee

Jersey Mike's

STATUS

Need Franchisee

Schlotzsky's

STATUS

Need Franchisee

Supercuts

STATUS

Need Franchisee

Interested - Requested Avail...

22 North Holland

STATUS

Interested - Requested Avail...

Anytime Fitness

STATUS

Interested - Requested Avail...

Denny's

STATUS

Interested - Requested Avail...

HTeaO

STATUS

Interested - Requested Avail...

Papa John's

STATUS

Interested - Requested Avail...

Opened / Opening

Burger King

STATUS

Opened / Opening

Chicken Express

STATUS

Opened / Opening

Jack In The Box

STATUS

Opened / Opening

Starbucks

STATUS

Opened / Opening

4 records

+

5 records

+

SHOE SHOW, INC. is a national shoe retailer with more than 1,350 stores in 47 states. All stores sell a complete line of family footwear.



Coaching & Ongoing Support

Retail Coaching

The Retail Coach partners with communities on a long-term basis and will be available when they have questions, new ideas, or need data updates. We are also available if clients need to brainstorm opportunities as the community grows and develops.

The Retail Coach will provide on-going coaching and support for retail recruitment activities throughout the project.



Project Timeline & Pricing

Project Communication At a minimum, The Retail Coach will schedule monthly updates with staff to provide progress reports and feedback.	Community Trips The Retail Coach will make multiple trips to Garden Ridge during the project.	Project Timeline The Retail Coach is available to begin work immediately with a project duration of 12 months.
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Pricing

The total fee for completion of this work is **\$22,500**, payable in two installments:

- a) **\$11,250** upon execution of the agreement;
- b) **\$11,250** upon 90 days following execution of contract; and

Reimbursable Project Expenses

It is estimated that reimbursable expenses will be approximately **\$500**. Reimbursable expenses include:

- a) All travel costs;
- b) Cost of special renderings and maps, if any;
- c) Cost of copies for reports and maps/drawings; and
- d) Cost of shipping expenses, if any.

**All Work Fees and Project expenses are payable within 30 days after receipt of the expense invoice.*



PREPARED BY:

Aaron Farmer

President

662.231.0608

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We Recruit Retail.

ATTACHMENT B
PAYMENT

Payment will be _____.

Before payment is made the Contractor must execute and provide to the City an affidavit that all bills for labor, materials and incidentals incurred by subcontractors, materialmen, mechanics, and suppliers under the contract have been paid in full, and there are no claims pending of which Contractor has been notified.

ATTACHMENT C:

STATE MANDATED WORKERS' COMPENSATION INSURANCE LANGUAGE

THIS ATTACHMENT IS ONLY APPLICABLE IF WORKERS' COMPENSATION COVERAGE IS PROVIDED

a. Definitions

Certificate of coverage ("certificate") - a copy of a certificate of insurance, a certificate of authority to self-insure issued by the commission, or a coverage agreement (DWC-81, DWC-82, DWC-83, or DWC-84), showing statutory workers' compensation insurance coverage for the person's or entity's employees providing services on a project, for the duration of the project.

Duration of the project - includes the time from the beginning of the work on the project until the contractors's/person's work on the project has been completed and accepted by the City.

Persons providing services on the project ("subcontractors" in 406.096) - includes all persons or entities performing all or part of the services the contractor has undertaken to perform on the project, regardless of whether that person contracted directly with the contractor and regardless of whether that person has employees. This includes, without limitation, independent contractors, subcontractors, leasing companies, motor carriers, owner-operators, employees of any such entity, or employees of any entity which furnishes persons to provide services on the project. "Services" include, without limitations, providing, hauling, or delivering equipment or materials, or providing labor, transportation, or other service related to a project. "Services" does not include activities unrelated to the project, such as food/beverage vendors, office supply deliveries, and delivery of portable toilets.

b. The Contractor shall provide coverage, based on proper reporting of classification codes and payroll amounts and filing of any coverage agreements, which meets the statutory requirements of Texas Labor Code, Section 401.011(44) for all employees of the contractor providing services on the project, for the duration of the project.

c. The Contractor must provide a certificate of coverage to the City prior to being awarded the contract.

d. If the coverage period shown on the Contractor's current certificate of coverage ends during the duration of the project, the Contractor must, prior to the end of the coverage period, file a new certificate of coverage with the City showing that coverage has been extended.

e. Contractor shall obtain from each person providing services on a project and provide to City:

(1) a certificate of coverage, prior to that person beginning work on the project, so the City will have on file certificates of coverage showing coverage for all persons providing services on the project; and

(2) no later than seven (7) days after receipt by the Contractor, a new certificate of coverage showing extension of coverage, if the coverage period shown on the current certificate of coverage ends during the duration of the project.

f. The Contractor shall retain all required certificates of coverage for the duration of the project and for one (1) year thereafter.

g. The Contractor shall notify the City in writing by certified mail or personal delivery, within ten (10) days after the Contractor knew or should have known, of any change that materially affects the provision of coverage of any person providing services on the project.

h. The Contractor shall post on each project site a notice, in the text, form and manner prescribed by the Texas Workers' Compensation Commission, informing all persons providing services on the project that they are

required to be covered, and stating how a person may verify coverage and report lack of coverage.

- i. The Contractor shall contractually require each person with whom it contracts to provide services on a project to:
 - (1) provide coverage, based on proper reporting of classification codes and payroll amounts and filing of any coverage agreements, which meets the statutory requirements of Texas Labor Code, Section 401.011(44) for all of its employees providing services on the project, for the duration of the project;
 - (2) provide to the Contractor, prior to that person beginning work on the project, a certificate of coverage showing that coverage is being provided for all employees of the person providing service on the project, for the duration of the project;
 - (3) provide the Contractor, prior to the end of the coverage period, a new certificate of coverage showing extension of coverage, if the coverage period shown on the current certificate of coverage ends during the duration of the project;
 - (4) obtain from each other person with whom it contracts, and provide to the Contractor:
 - (a) a certificate of coverage, prior to the other person beginning work on the project; and
 - (b) a new certificate of coverage showing extension of coverage, prior to the end of the coverage period, if the coverage period shown on the current certificate of coverage ends during the duration of the project;
 - (5) retain all required certificates of coverage on file for the duration of the project and for one (1) year thereafter;
 - (6) notify the City in writing by certified mail or personal delivery, within ten (10) days after the person knew or should have known, of any change that materially affects the provision of coverage of any person providing service on the project;
 - (7) contractually require each person with whom it contracts, to perform as required by paragraphs (1) - (7), with the certificates of coverage to be provided to the person for whom they are providing services.
- j. By signing this contract or providing or causing to be provided a certificate of coverage, the Contractor is representing to the City that all employees of the Contractor who will provide services on the project will be covered by workers' compensation coverage for the duration of the project, that the coverage will be based on proper reporting of classification codes and payroll amounts, and that all coverage agreements will be filed with the appropriate insurance carrier or, in the case of a self-insured, with the commission's Division of Self-Insurance Regulation. Providing false or misleading information may subject the Contractor to administrative penalties, criminal penalties, civil penalties, or other civil actions.
- k. The Contractor's failure to comply with any of these provisions is a breach of contract by the Contractor which entitles the City to declare the contract void if the Contractor does not remedy the breach within ten (10) days after receipt of notice of breach from the City.



MASTER CALENDAR 2025

1 New Years Day (Office Closed)
20 MLK Day (Office Closed)
23 Municipal Court Night (5:30 PM)

JANUARY						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

FEBRUARY						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

7 First Friday
17 President's Day (Office Closed)
27 Municipal Court Night (5:30 PM)

7 First Friday
27 Municipal Court Night (5:30 PM)

MARCH						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

APRIL						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

4 First Friday
8 Municipal Court Night (6:00 PM)
18 Good Friday (Office Closed)
21-29 Early Voting Period

2 First Friday
3 City Election Day
22 Municipal Court Night (5:30 PM)
26 Memorial Day (Office Closed)

MAY						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

JUNE						
S	M	T	W	T	F	S
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

6 First Friday
19 Juneteenth (Office Closed)
26 Municipal Court Night (5:30 PM)

4 4th of July Celebration & Parade
7 July 4th (Observed-Office Closed)
24 Municipal Court Night (5:30 PM)

JULY						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

AUGUST						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

1 First Friday
28 Municipal Court Night (5:30 PM)

1 Labor Day (Office Closed)
5 First Friday
25 Municipal Court Night (5:30 PM)

SEPTEMBER						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

OCTOBER						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

3 First Friday
7 National Night Out
13 Columbus Day (Office Closed)
14 Municipal Court Night (6:00 PM)
20-31 Early Voting Period
31 Halloween - Trunk or Treat

4 Election Day
10 Veterans Day Celebration
11 Veterans Day (Office Closed)
27 Thanksgiving Day (Office Closed)
28 (Office Closed)

NOVEMBER						
S	M	T	W	T	F	S
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2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

DECEMBER						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

5 Tree Lighting Event
9 Municipal Court Night (6:00 PM)
24 Christmas Eve (Office Closed)
25 Christmas Day (Office Closed)
26 (Office Closed)

	Council Meeting
	Planning & Zoning Commission
	Water Commission

	City Offices Closed
	Bulk Dumpsters (Saturday - 8am-5pm, Sunday - 12-4 pm)

Meetings/events are subject to cancellation or date change
Check www.ci.garden-ridge.tx.us for updated information

The following City Council meeting has been rescheduled:
January 1 rescheduled to Tuesday, January 7 due to New Year's Day Holiday