
The Garden Ridge City Council will meet in a regular session on Wednesday, May 7, 2025, at 6:00 p.m. in the City Council Chambers, 9400 Municipal Parkway, Garden Ridge, Texas. This is an open meeting, open to the public, subject to the Open Meetings Law of the State of Texas, and as required by law, notice is hereby posted providing time, place, date, and agenda thereof. The meeting facility is wheelchair accessible and accessible parking spaces are provided. Requests for accommodations or interpretative services must be made to the City Secretary 48 hours prior to this meeting.

1. Call to Order/Roll Call**2. Presentation of Colors/Pledge of Allegiance****3. Proclamations/Presentations**

- a) Professional Municipal Clerks Week Proclamation.
- b) National Police Week and Peace Officers Memorial Day Proclamation.
- c) City Council Commemoration.

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 April 2, 2025, City Council Regular Meeting.
- b) Financial Statement, Summary Report, and Management's Discussion and Analysis of Results of Operations – March 31, 2025.
- c) Destruction of City records in accordance with the City of Garden Ridge Records Retention Plan.

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) Ordinance No. 244-052025 An Ordinance of the City Council of the City of Garden Ridge, Texas, adopting City Council Policies regarding decorum and process; providing a cumulative and savings clause; providing for severability; and declaring an effective date.
- b) Ordinance No. 232-052025 An Ordinance of the City Council of the City of Garden Ridge, Texas, repealing and replacing the City Council Code of Ethics and Ethical Conduct Rules; providing disciplinary actions for violations of this Ordinance; providing a cumulative and savings clause, providing for severability; and declaring an effective date.
- c) Option to renew Interlocal Agreement between Comal County, Texas, and the City of Garden Ridge, Texas, regarding the installation and maintenance of no thru truck warning signage within the right-of-way of unincorporated county-maintained roads.
- d) Resolution No. 534-052025 A Resolution of the City Council of the City of Garden Ridge, Texas, authorizing the Mayor to execute agreement with San Antonio Water System for an emergency interconnect for the City of Garden Ridge; authorizing any additional actions reasonably necessary therewith; and providing an effective date.

e) 2025 Texas Legislative Session.

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).

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. 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 12:00 p.m. on May 1, 2025, on the bulletin board located at the entrance to Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas.

Marisa Spencer

Marisa Spencer
City Secretary

Proclamation

WHEREAS, the Office of the Professional Municipal Clerk, also known as the City Secretary's Office, is a time honored and vital part of local government that exists throughout the world; and

WHEREAS, the Office of the Professional Municipal Clerk is the oldest position among public servants; and

WHEREAS, the Office of the Professional Municipal Clerk provides the professional link between the citizens, local governing bodies, and agencies of government at other levels; and

WHEREAS, Professional Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all; and

WHEREAS, Professional Municipal Clerks serve as the information center on functions of local government and community; and

WHEREAS, Professional Municipal Clerks continually strive to improve the administration of the affairs of their office through participation in education programs, seminars, workshops, and annual meetings of their state, regional, county, and international professional organizations; and

WHEREAS, it is most appropriate that we recognize the accomplishments of the Office of the Professional Municipal Clerk.

NOW, THEREFORE, BE IT RESOLVED that I, Robb Erickson, Mayor of Garden Ridge, Texas, do hereby proclaim May 4-10, 2025, in the City of Garden Ridge as

PROFESSIONAL MUNICIPAL CLERKS WEEK

and further extend appreciation to our City Secretary and Assistant City Secretary for the vital services they perform and their exemplary dedication to our community.

IN WITNESS WHEREOF, I hereunto set my hand and official seal of the City of the Garden Ridge this 7th day of May, 2025.



Robb Erickson
Mayor

Proclamation

WHEREAS, in 1962, President Kennedy proclaimed May 15 as National Peace Officers Memorial Day and the calendar week in which May 15 falls as National Police Week.

WHEREAS, National Police Week, established by a joint resolution of Congress in 1962, pays special recognition to those law enforcement officers who have lost their lives in the line of duty for the safety and protection of others; and

WHEREAS, the members of the Garden Ridge Police Department play an essential role in safeguarding the rights and freedoms of the citizens of Garden Ridge; and

WHEREAS, it is important that all citizens know and understand the problems, duties, and responsibilities of their police department, and that members of our police department recognize their duty to serve the people by safeguarding life and property, by protecting them against violence or disorder, and by protecting the innocent against deception and the weak against oppression or intimidation; and

WHEREAS, it is fitting and proper that we express our gratitude for the dedicated service and courageous deeds of law enforcement officers and for the contributions they have made to the security and well-being of all our citizens.

NOW, THEREFORE, BE IT RESOLVED that I, Robb Erickson, Mayor of Garden Ridge, Texas, do hereby proclaim May 11-17, 2025, in the City of Garden Ridge as

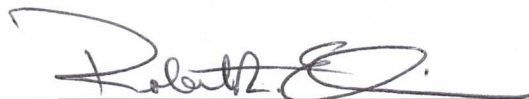
NATIONAL POLICE WEEK

I ask all citizens to join in commemorating police officers, past and present, who by their faithful and loyal devotion to their responsibilities have rendered a dedicated service to their communities and, in doing so, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens.

I FURTHER, call upon all citizens of Garden Ridge to observe May 15, 2025, as Peace Officers Memorial Day to honor those peace officers who, through their courageous deeds, have lost their lives or have become disabled in the performance of duty. To date we have lost 26,942 Peace Officers, and there were 186 Line of Duty Deaths reported in 2024 alone.

IN WITNESS WHEREOF, I hereunto set my hand and official seal of the City of the Garden Ridge this 7th day of May, 2025.




Robb Erickson
Mayor

Councilmembers Present:

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

Councilmembers Absent:

None

City Staff Present:

Ryan Rapelye, City Manager
Marisa Spencer, City Secretary
Cyndi Simmons, Assistant City Secretary
Ron Eberhardt, Chief of Police
Robyn Achu, Finance/HR Director
Steven Steinmetz, Public Works Director
Linda Crosland, Library Director
Natalie Thamm, 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, April 2, 2025, 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) Sexual Assault Awareness Month Proclamation.**

Mayor Erickson presented a Proclamation to representatives from the Crisis Center of Comal County declaring April as Sexual Assault Awareness Month.

b) Child Abuse Prevention and Awareness Month Proclamation.

Mayor Erickson presented a Proclamation to representatives from the Children's Advocacy Center of Comal County, SJRC/Belong, Child Protective Services (CPS), and CASA of Central Texas declaring April as Child Abuse Prevention and Awareness Month.

c) National Library Week Proclamation.

Mayor Erickson presented a Proclamation to Library Director Linda Crosland and the Garden Ridge Library declaring April 6-12, 2025, as National Library Week.

4. Citizen Comment Period

David Hatch, 8377 Twisted Oaks, spoke regarding the current and future status of the economy.

Dawn Hatch, 8377 Twisted Oaks, spoke regarding an ethics complaint filed against a City Councilmember.

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 March 5, 2025, City Council Regular Meeting.**
- b) Financial Statement, Summary Report, and Management's Discussion and Analysis of Results of Operations – February 28, 2025.**
- c) Destruction of City records in accordance with the City of Garden Ridge Records Retention Plan.**
- d) Resolution No. 531-042025 A Resolution of the City Council of the City of Garden Ridge, Texas, amending authorized representatives between TexPool and the City of Garden Ridge.**

Motion: A motion was made by Councilmember Swint, seconded by Councilmember Smith, to approve consent agenda items a)-d). The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

6. Staff Reports

a) City Manager Monthly Activity Report.

City Manager Ryan Rapelye reviewed employee recognitions and employee anniversaries for the month of April and spoke regarding continuity of city operations.

b) Finance/HR Monthly Activity Report.

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

c) City Secretary Monthly Activity Report.

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

d) Police Department Monthly Activity Report.

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

e) Public Works Department Monthly Activity Report.

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

f) Library Monthly Activity Report.

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

7. City Engineer Projects Status Reports

City Engineer Hank 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. Receive monthly activity update as applicable.

Mayor Erickson stated the Commission did not meet in March.

b) Water Commission:

1. Receive recommendation and take action on request to appeal water loss adjustment denial for 8914 Comanche Path for the billing period of December 20, 2024 – January 23, 2025.

Mayor Erickson stated the resident informed the City that they do not wish to appeal to the City Council; therefore, this item does not require any consideration or action from City Council.

2. Receive monthly activity update as applicable.

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

9. Approvals and Authorizations

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

a) Update from The Retail Coach, LLC.

Nick Albracht, The Retail Coach, LLC, provided an update regarding Retail Recruitment and Development Strategy and addressed questions from Councilmembers.

b) Ordinance No. 244-042025 An Ordinance of the City Council of the City of Garden Ridge, Texas, adopting City Council Policies regarding decorum and process; providing a cumulative and savings clause; providing for severability; and declaring an effective date.

City Attorney Natalie Thamm presented the proposed revisions to the ordinance and received input from City Councilmembers to be incorporated into the ordinance for possible action in May.

c) Ordinance No. 232-042025 An Ordinance of the City Council of the City of Garden Ridge, Texas, repealing and replacing the City Council Code of Ethics and Ethical Conduct Rules; providing disciplinary actions for violations of this Ordinance; providing a cumulative and savings clause, providing for severability; and declaring an effective date.

City Attorney Natalie Thamm presented the proposed revisions to the ordinance and received input from City Councilmembers to be incorporated into the ordinance for possible action in May.

d) Resolution No. 532-042025 A Resolution of the City Council of the City of Garden Ridge, Texas, approving Fiscal Year 2025 General Fund Budget Amendment #1 for the period of October 1, 2024, through September 30, 2025.

Finance/HR Director Robyn Achu reviewed the Fiscal Year 2025 General Fund Budget Amendment and addressed questions from Councilmembers.

Motion: A motion was made by Councilmember Swint, seconded by Councilmember Valdez, to approve Resolution No. 532-042025 A Resolution of the City Council of the City of Garden Ridge, Texas, approving Fiscal Year 2025 General Fund Budget Amendment #1 for the period of October 1, 2024, through September 30, 2025. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

e) Resolution No. 533-042025 A Resolution of the City Council of the City of Garden Ridge, Texas, approving Fiscal Year 2025 Water Company Operation and Maintenance Fund Budget Amendment #1 for the period of October 1, 2024, through September 30, 2025.

Finance/HR Director Robyn Achu reviewed the Fiscal Year 2025 Water Company Operation and Maintenance Fund Budget Amendment and addressed questions from Councilmembers.

Motion: A motion was made by Councilmember Valdez, seconded by Mayor Pro-Tem Arvidson, to approve Resolution No. 533-042025 A Resolution of the City Council of the City of Garden Ridge, Texas, approving Fiscal Year 2025 Water Company Operation and Maintenance Fund Budget Amendment #1 for the period of October 1, 2024, through September 30, 2025. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

f) Budget Reserves/Reserve Policy.

The City Council discussed budget reserves and provided input to City Manager Ryan Rapelye regarding a possible reserve policy and comprehensive capital improvements plan.

g) Designation of authorized signers for financial accounts held by the City of Garden Ridge.

Motion: A motion was made by Councilmember Valdez, seconded by Councilmember Smith, to designate Mayor Robb Erickson, Mayor Pro-Tem Todd Arvidson, City Manager Ryan Rapelye, City Secretary Marisa Spencer, and Chief of Police Ron Eberhardt as authorized signers for financial accounts held by the City of Garden Ridge with First United Bank. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

Motion: A motion was made by Councilmember Swint, seconded by Councilmember Smith, to designate City Manager Ryan Rapelye as the Authorized Business Officer for credit card accounts held by the City of Garden Ridge. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

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).

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

3. Economic Development (Smith and Swint).

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

11. Discussion of Future Agenda Items

Councilmember Swint requested to discuss the 2025 Texas Legislative Session.

12. Citizen Comment Period

Krista Hunter, 21919 Cristobal Drive, spoke regarding concerns related to citizen comments.

Rod Chamberlain, 8807 Cherokee Path, spoke regarding the Update from The Retail Coach, LLC.

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. Councilmember Swint spoke regarding Hill Country Alliance. Councilmember Valdez spoke regarding 100 Club of Comal County, Comal ISD, and Garden Ridge Citizen Police Academy Alumni Association. Mayor Pro-Tem Arvidson spoke regarding Comal ISD. Councilmember Reyes spoke regarding Comal ISD and Garden Ridge Lions Club. Mayor Erickson spoke regarding Northeast Partnership and Families of Garden Ridge.

14. Adjournment

There being no further business, the Wednesday, April 2, 2025, City Council regular meeting was adjourned at 8:15 p.m. by Mayor Erickson.

Robb Erickson
Mayor

ATTEST

Marisa Spencer
City Secretary

CITY OF GARDEN RIDGE

MONTHLY ACCOUNT BALANCES & INTEREST RATES

PERIOD ENDED AS OF 03/31/2025

CITY FUNDS	BALANCE	CURRENT INTEREST RATE
GF OPERATING ACCOUNT	354,166.70	0.40%
GF MONEY MARKET	1,821,028.56	3.67%
PEG CAPITAL FEES	58,636.15	3.67%
TEXPOOL INVESTMENTS	3,373,288.19	4.33%
2017 I&S	2,589.05	3.67%
2012 I&S	111,111.27	3.67%
2012 REFI	68,122.80	3.67%
2015 I&S	121,584.50	3.67%
TEXPOOL WATER IMPACT FEES	193,909.07	4.33%
TEXPOOL STREET IMPACT FEES	67,108.48	4.33%
AMERICAN RECOVERY ACCT	1,607.50	3.67%
TEXPOOL AMERICAN RECOVERY ACCT	313,789.41	4.33%
ASSET/FORFEITURE - FED	96,893.61	3.67%
ASSET/FORFEITURE - STATE	28,689.68	3.67%
TOTAL CITY FUNDS	\$ 6,612,524.97	

WATER FUNDS	BALANCE	CURRENT INTEREST RATE
OPERATING ACCOUNT	819,621.84	3.67%
WATER SURCHARGE	163,012.13	3.67%
TEXPOOL WATER INVEST	1,350,144.12	4.33%
SIB LOAN I&S	3,316.72	3.67%
SIB RESERVE	47,173.53	3.67%
TOTAL WATER FUNDS	\$ 2,383,268.34	
TOTAL ALL ACCOUNTS	\$ 8,995,793.31	

CITY OF GARDEN RIDGE
CASH & INVESTMENTS STATEMENT
PERIOD ENDED AS OF 03/31/2025

GENERAL FUND	BALANCE
GF Operational Checking	\$ 354,166.70
GF Money Market	1,821,028.56
GF Peg Capital Fund	58,636.15
TexPool Investments	3,373,288.19
Restricted Amounts:	(329,750.58)
(Including GF Peg Capital Fund)	
TOTAL AVAILABLE FUNDS	\$ 5,277,369.02

WATER FUND	BALANCE
Operational Checking	\$ 819,621.84
TexPool Water Invest	1,350,144.12
Water Surcharge	163,012.13
Restricted/Unavailable Amounts	(1,059,141.54)
TOTAL AVAILABLE FUNDS	\$ 1,273,636.55

CITY OF GARDEN RIDGE
STATEMENT OF ACTIVITIES
PERIOD ENDING AS OF 03/31/2025

GENERAL FUND	Mar-25	YTD	FY 2025 BUDGET	% OF BUDGET	BUDGET BALANCE
REVENUES	\$ 199,705.73	\$ 2,997,386.18	\$ 3,806,701.00	78.7%	\$ 809,314.82
EXPENDITURES					
ADMINISTRATION	112,560.18	551,198.13	988,239.00	55.8%	437,040.87
COURT	7,230.26	53,324.64	116,181.00	45.9%	62,856.36
POLICE	119,163.15	895,305.25	1,839,581.00	48.7%	944,275.75
PUBLIC FACILITIES	48,689.15	335,132.10	762,293.00	44.0%	427,160.90
COMMUNITY CENTER	5,747.25	35,424.32	225,767.00	15.7%	190,342.68
LIBRARY	12,623.03	82,264.64	165,019.00	49.9%	82,754.36
FUND CHANGES/XFER	-	-	-	0.0%	-
TOTAL EXPENDITURES	306,013.02	1,952,649.08	4,097,080.00	47.7%	2,144,430.92
NET POSITION	\$ (106,307.29)	\$ 1,044,737.10	\$ (290,379.00)		\$ (1,335,116.10)

WATER FUND	Mar-25	YTD	FY 2025 BUDGET	% OF BUDGET	BUDGET BALANCE
REVENUES	\$ 171,339.72	\$ 1,076,099.35	\$ 2,418,564.00	44.5%	\$ 1,342,464.65
EXPENDITURES					
BOND PRINCIPLE PMTS	-	545,600.00	547,102.00		1,502.00
ALL OTHER EXPENDITURES	97,423.66	747,104.22	2,670,523.00		1,923,418.78
TOTAL EXPENDITURES	97,423.66	1,292,704.22	3,217,625.00	40.2%	1,924,920.78
REVENUE +/- EXPENDITURES	73,916.06	(216,604.87)	(799,061.00)		(582,456.13)

CITY OF GARDEN RIDGE
 STATEMENT OF ACTIVITIES - COMMUNITY CENTER
 PERIOD ENDING AS OF 03/31/2025

	YTD	Budget
REVENUES		
RENTALS	\$ 47,940.00	75,000.00
DEPOSITS	3,625.00	4,700.00
CLEAN-UP FEES	3,200.00	9,000.00
TOTAL REVENUES	54,765.00	88,700.00
 EXPENDITURES		
PAYROLL/TAXES/RETIREMENT	2,122.12	4,887.00
MANAGER FEES	15,808.00	34,000.00
COMPUTER MAINT/TRNG	844.32	1,680.00
TELEPHONE	300.00	600.00
UTILITIES	5,105.31	12,000.00
MAINTENANCE	2,035.93	7,000.00
SUPPLIES	1,228.98	2,200.00
CLEANING	3,440.00	7,400.00
EQUIPMENT	2,054.66	6,000.00
MARKETING	-	-
DONATION EXPENDITURES	-	-
CAPITAL EXPENDITURES	2,485.00	150,000.00
TOTAL EXPENDITURES	35,424.32	225,767.00
 NET POSITION	 \$ 19,340.68	 \$ (137,067.00)

Management's Discussion and Analysis of Results of Operations – 3/31/2025

GENERAL FUND

Cash

Total available funds as of March 31, 2025, are \$5,277,369

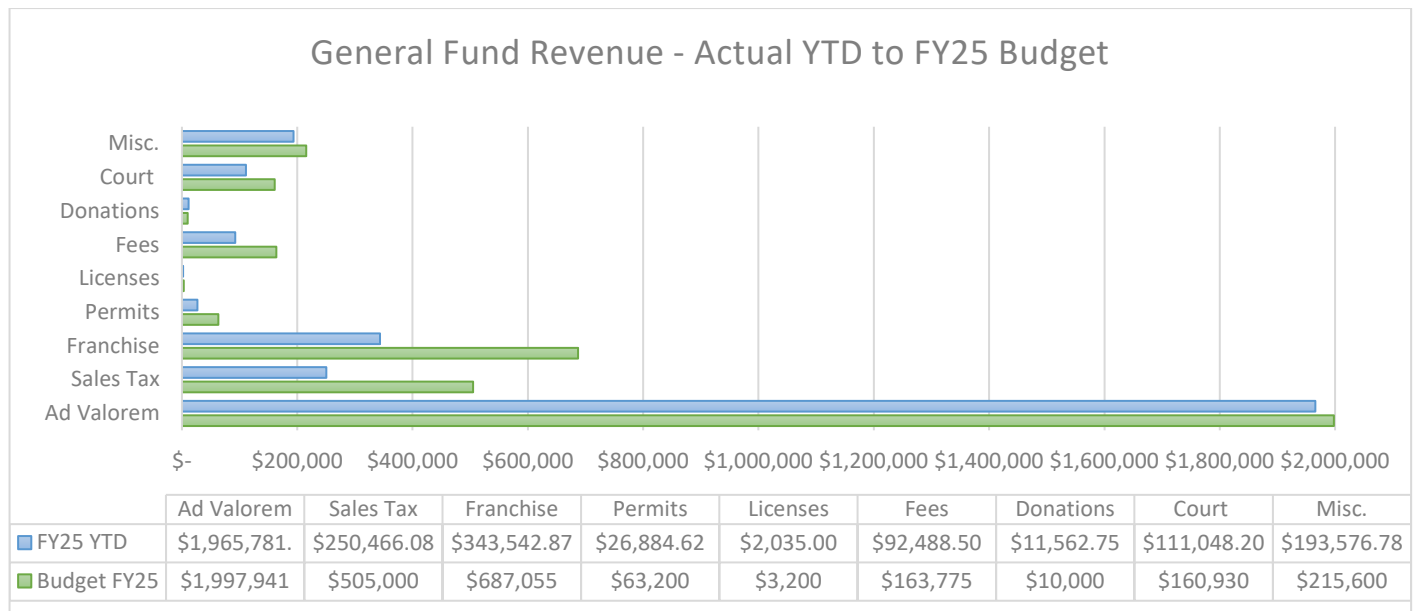
Revenue

Ad Valorem Tax received for March totals \$44,385. YTD collections total \$1,965,781 or 98% of the FY25 budget of \$1,997,941

Sale Tax Revenue received during the month of March totals \$41,162 for FY25. YTD totals \$250,466 or 50% of the \$505,000 budgeted for FY25.

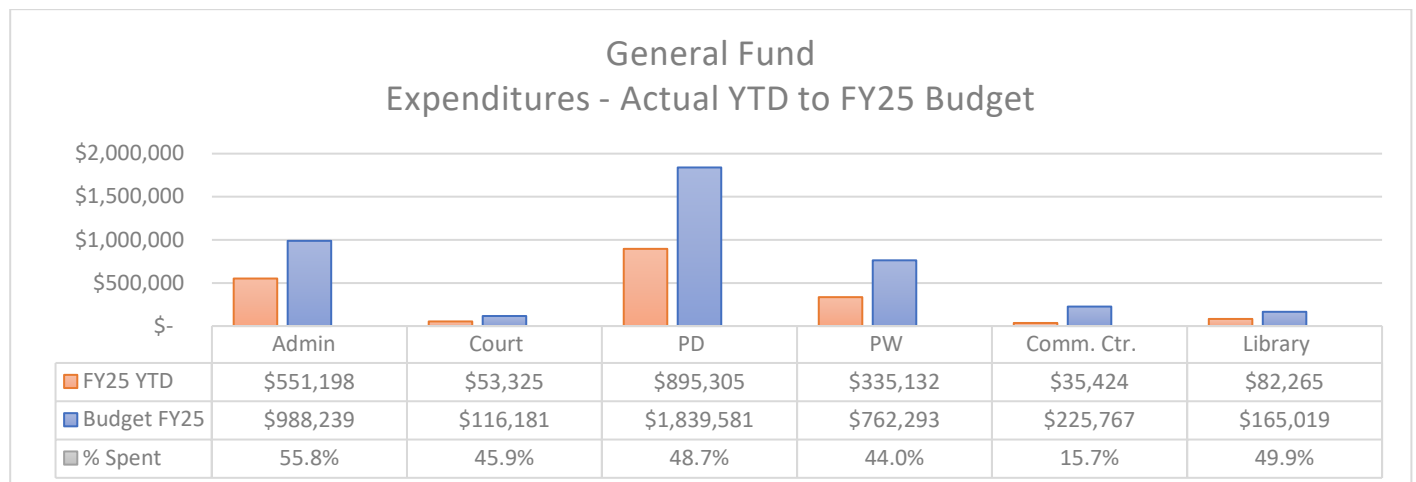
Annual Building Permits revenue totals \$26,160 or 42% of the \$62,000 budgeted for FY25.

Trash Collection YTD totals \$61,990 or 53% of the \$117,120 budgeted for FY25.



Expenditures

Expenditures for the month total \$306,013. YTD expenditures for FY25 total \$1,952,649 or 48% of the \$4,097,080 budget. All departments are operating within the FY25 budget.



WATER FUND

Meters

Current meters for March 2025 total 1695 vs 1692 for March 2024.

Cash

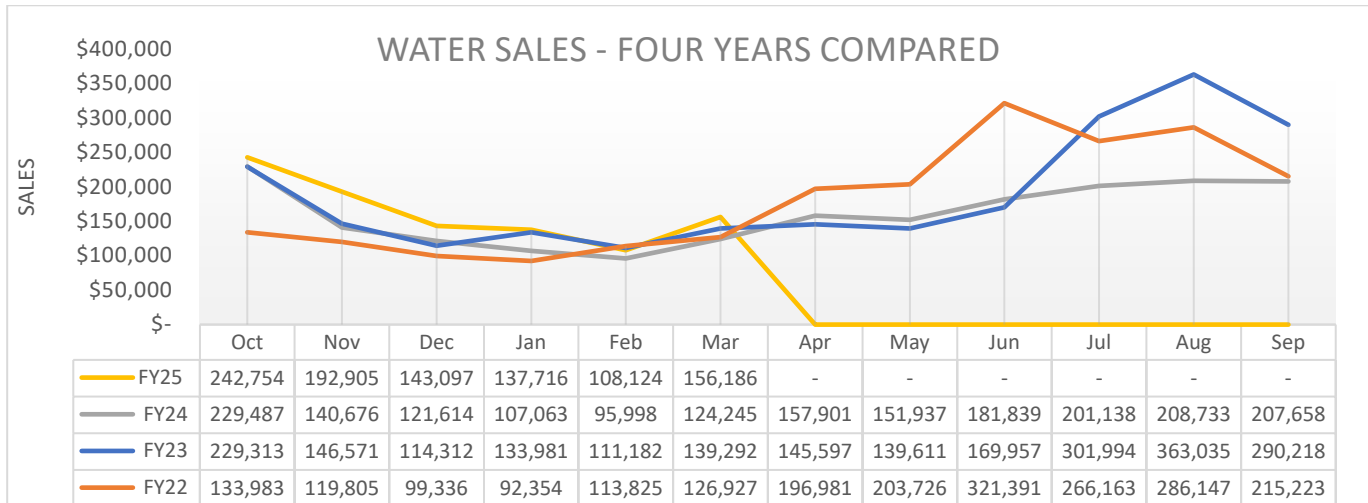
Total available funds as of March 31, 2025, are \$1,273,637.

Revenue

Revenue YTD totals \$1,076,099 or 44% of the \$2,418,564 budgeted for FY25. Total revenue for the same period last year was \$406,378.

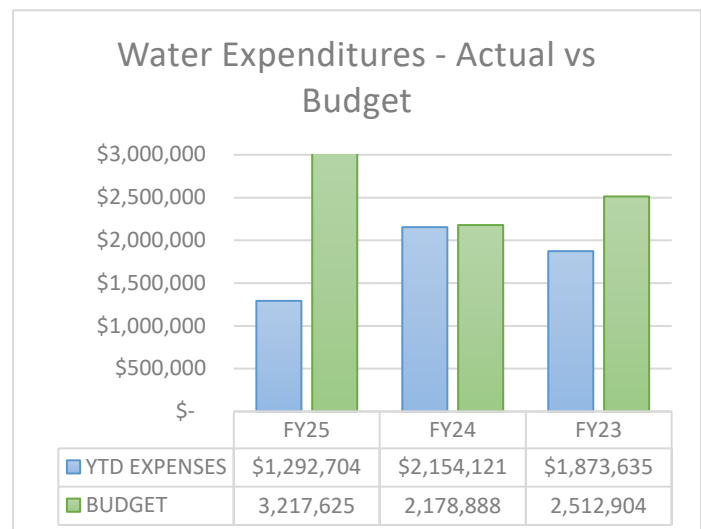
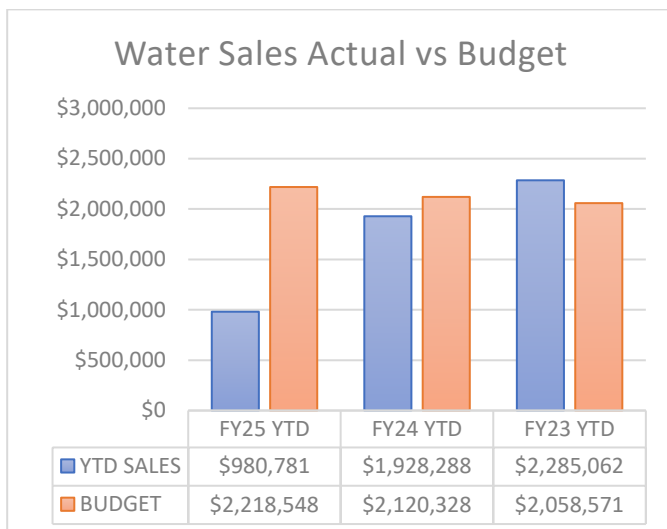
Water Sales for the month total \$156,186. YTD water sales total \$980,781 or 44% of the \$2,218,548 budgeted for FY25.

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



Expenditures

Expenditures for the month total \$97,424. YTD expenditures for FY25 total \$1,292,704 or 40% of the \$3,217,625 budget.



Interest & Sinking Fund

Revenue

Ad Valorem Tax collections YTD total \$627,400 of the \$660,137 budgeted for FY25.

Expenditures

Bond interest payments and agent fees for March 2025 totaled \$0. The next bond payments are due in August 2025.

Capital Improvements Fund – (all accounts are restricted)

Cash Balance

Water Impact Fee Balance is \$193,909.

Street Impact Balance is \$67,108.

American Recovery Acct. Balance is \$315,397.

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 \$125,583.

Revenue

Month Revenue to report is \$1,399.

Expenditures

Month expenditures to report is \$194,871

Summary

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

REQUEST FOR AUTHORITY TO DESTROY AND CERTIFICATION OF DESTRUCTION

DATE: 4/16/2025

REQUESTED BY: Admin/Water

DEPARTMENT NAME


SIGNATURE OF DEPARTMENT HEAD

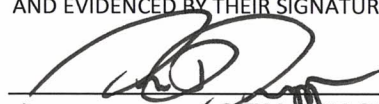
HEREBY REQUEST DESTRUCTION OF THE RECORDS CORRECTLY LISTED BELOW. THE RECORDS WERE REVIEWED FOR HISTORICAL SIGNIFICANCE AND ANY FOUND HAVE BEEN TURNED OVER THE TO THERECORDS MANAGEMENT OFFICE.

☒ THE RECORDS HAVE EXCEEDED THE REQUIRED RETENTION PERIOD STIPULATED BY THE DEPARTMENT'S RECORDS RETENTION SCHEDULE AND DO NOT NEED ADDITIONAL RETENTION.

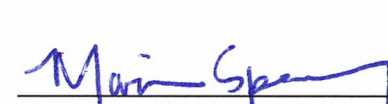
☒ THE RECORDS HAVE BEEN PRESERVED IN ACCORDANCE WITH LOCAL GOVERNMENT CODE, CHAPTER 204, AND THE RULES ADOPTED UNDER IT.

TRACKING #	RECORD SERIES #	RETENTION PERIOD	DESCRIPTION	DESTRUCTION DATE
Misc.	UT5025-07a	3 years	FY2021 Locates & Backflow Reports	5/17/2025
Misc.	UT5000-11	3 years	FY2021 Meter Reading Records	5/17/2025
Misc.	UT5000-04b	FE + 3 years	FY2021 Utility Billing Records	5/17/2025
Misc.	GR1025-27a	FE + 3 years	FY2019 and FY2020 Water Bill Stubs	5/17/2025
Misc.	HR4850-10	Date of Issuance +5 years	2019 Rabies Certificates/Pet Tags	5/17/2025
Misc.	GR1000-36	Expiration, Cancellation, Denial +2 years	FY2022 Animal Trap Rentals	5/17/2025
Misc.	GR1000-36	Expiration, Cancellation, Denial +2 years	FY2019-FY2022 Solicitors Permits	5/17/2025

APPROVAL OF THE RECORDS MANAGEMENT COMMITTEE, FOR THE DESTRUCTION OF THESE RECORDS HAS BEEN RECEIVED THIS DATE AND EVIDENCED BY THEIR SIGNATURES BELOW:


CITY MANAGER


CHIEF OF POLICE


CITY SECRETARY

MAYOR

DATE APPROVED BY CITY COUNCIL

REQUEST FOR AUTHORITY TO DESTROY AND CERTIFICATION OF DESTRUCTION

DATE: 4/21/2025

REQUESTED BY: Court

DEPARTMENT NAME

Maria Spang
SIGNATURE OF DEPARTMENT HEAD

HEREBY REQUEST DESTRUCTION OF THE RECORDS CORRECTLY LISTED BELOW. THE RECORDS WERE REVIEWED FOR HISTORICAL SIGNIFICANCE AND ANY FOUND HAVE BEEN TURNED OVER THE TO THERECORDS MANAGEMENT OFFICE.

☒

THE RECORDS HAVE EXCEEDED THE REQUIRED RETENTION PERIOD STIPULATED BY THE DEPARTMENT'S RECORDS RETENTION SCHEDULE AND DO NOT NEED ADDITIONAL RETENTION.

☒

THE RECORDS HAVE BEEN PRESERVED IN ACCORDANCE WITH LOCAL GOVERNMENT CODE, CHAPTER 204, AND THE RULES ADOPTED UNDER IT.

TRACKING #	RECORD SERIES #	RETENTION PERIOD	DESCRIPTION	DESTRUCTION DATE
2019-10/1/18-9/30/19	LC2350-06b	5 years	Closed Cases A-F	10/1/2024
2019-10/1/18-9/30/19	LC2350-06b	5 years	Closed Cases G - MAR	10/1/2024
2019-10/1/18-9/30/19	LC2350-06b	5 years	Closed Cases MAS - SA	10/1/2024
2019-10/1/18-9/30/19	LC2350-06b	5 years	Closed Cases SB - Z	10/1/2024
2019-10/1/18-9/30/19	LC2350-06b	5 years	10/2018-9/2019 Posted Deposit Reports	10/1/2024

APPROVAL OF THE RECORDS MANAGEMENT COMMITTEE, FOR THE DESTRUCTION OF THESE RECORDS EVIDENCED BY THEIR SIGNATURES BELOW:

[Signature]
CITY MANAGER

[Signature]
CHIEF OF POLICE

[Signature]
CITY SECRETARY

MAYOR

DATE APPROVED BY CITY COUNCIL

REQUEST FOR AUTHORITY TO DESTROY AND CERTIFICATION OF DESTRUCTION

DATE: 4/21/2025

REQUESTED BY: Admin./City Secretary
DEPARTMENT NAME

Main Gentry
SIGNATURE OF DEPARTMENT HEAD

HEREBY REQUEST DESTRUCTION OF THE RECORDS CORRECTLY LISTED BELOW. THE RECORDS WERE REVIEWED FOR HISTORICAL SIGNIFICANCE AND ANY FOUND HAVE BEEN TURNED OVER THE TO THERECORDS MANAGEMENT OFFICE.

☒ THE RECORDS HAVE EXCEEDED THE REQUIRED RETENTION PERIOD STIPULATED BY THE DEPARTMENT'S RECORDS RETENTION SCHEDULE AND DO NOT NEED ADDITIONAL RETENTION.

☒ THE RECORDS HAVE BEEN PRESERVED IN ACCORDANCE WITH LOCAL GOVERNMENT CODE, CHAPTER 204, AND THE RULES ADOPTED UNDER IT.

TRACKING #	RECORD SERIES #	RETENTION PERIOD	DESCRIPTION	DESTRUCTION DATE
Misc.	GR1000-01b	2 years	2022 Certified Agendas of closed meetings	5/17/2025
Misc.	GR1000-26a	4 years	Correspondence, Internal Memoranda, and Subjects Files: Administrative	5/17/2025
Misc.	GR1000-26b	2 years	Correspondence, Internal Memoranda, and Subject Files: General	5/17/2025
Misc.	GR1000-26c	AV	Correspondence, Internal Memoranda, and Subject Files: Routine	5/17/2025
Misc.	GR1000-34 a/b	2 years	2022 Open Records Requests	5/17/2025
Misc.	GR1000-36	Expiration, cancellation, revocation, or denial + 2 years	2018-2022 Business Permits/Alarm Permits/Animal Trap Rentals	5/17/2025
Misc.	GR5825-15 a/b	3 years after completion of project	Project Records: 2018 Workflow Management Project	5/17/2025
Misc.	PW5525-04 a/b	2 years	2018-2022 Park Rentals	5/17/2025
Misc.	HR4850-04	1 year	Animal Shelter Control Records	5/17/2025

APPROVAL OF THE RECORDS MANAGEMENT COMMITTEE, FOR THE DESTRUCTION OF THESE RECORDS EVIDENCED BY THEIR SIGNATURES BELOW

[Signature]
CITY MANAGER

[Signature]
CHIEF OF POLICE

Main Gentry
CITY SECRETARY

MAYOR

DATE APPROVED BY CITY COUNCIL

Garden Ridge Community and Event Center
Monthly Report
April 1st thru April 30th ,2025

Utilization (by Days)

FY 24-25 (Current Month)	FY 24-25 (Current Year)	FY 23-24 (Year to Date)	FY 22-23 (Year to Date)
18	141	248	286

Wildflower (Booked Current Month) **Bluebonnet** (Booked Current Month)

8

10

Category Count (by Events)

(Current Month)

(Year to Date)

1. Resident / Non-Resident	5	35
2. City Chartered Non-Profit Organizations	1	20
3. Non-Profit Service Organizations	4	43
4. Non-Profit Associations	5	26
5. City Use	3	17

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, May 26th.
- After hours emergency phone number: 210-651-6831.

City of Garden Ridge General Election

- The Election Canvass is scheduled for Tuesday, May 13th at 6pm in the City Council Chambers.
- Visit <https://www.ci.garden-ridge.tx.us/223/Elections> for more information.

Shred Day

- The Suzanne Kuntz Real Estate Team will be sponsoring a Shred Event for Garden Ridge residents on Saturday, May 17th from 10am-1pm at the Community and Event Center Drive Through. This event is open to Garden Ridge residents only, proof of residency will be required. Commercial businesses will not be allowed. NO binders/binder clips of any size and NO wet documents.

Training/Professional Development

- Assistant City Secretary Cyndi Simmons completed a 12-hour Municipal Budget Cycle Seminar.
- Administrative Coordinator Michelle Hinojosa completed a 2-day Kamstrup Training and a 3-day Regional Court Clerks Seminar.

Communication Efforts

Water Alerts/Customer Portal: 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 – 174 views

Public Information Act Summary	
Year	Number of Requests
2025	48
2024	122
2023	124
2022	166
2021	146
2020	207
2019	276
2018	225

Social Media Summary	
Social Media Platform	Number of Posts
Facebook	61
Instagram	61
NextDoor	54
X (Twitter)	54
Total for Month	230





POLICE DEPARTMENT MONTHLY BREAKDOWN

April 1 to April 30

Calls for Service

Dispatched: 107

City Ordinance: 14 (4 Water)

False Alarms: 4

Arrests

- * 2 – Evading arrest detention with vehicle
- * 2 – Unlawful carrying weapons
- * 2 – Theft >= \$2500<\$30k – a vehicle

Traffic Enforcement

Crashes: 5

Citations: 130

Warnings: 68

Total: 198

Training

- * Officers completed Less Lethal Munitions and Less Lethal Electronic Conducted Weapons training
- * Chief completed Active Attack Emergency Communications
- * ACOP completed Active Attack Emergency Communications and Finding Wellness
- * Sgt Dennis / Ofc Wang completed Trauma Informed Sexual Assault Investigations

Outreach Efforts

- * Pizza with the Police was held on 3 April
- * Coffee with the Cops (Monthly)
- * Several officers attended the 100 Club annual dinner
- * Police Department hosted Refuse to Be a Victim class on 26 April with 14 attendees
- * GRCPAAA volunteer hours 54

Administrative Comments

- * Cadet Forehand continuing through Academy
- * Conditional offer of employment made to Cadet Applicant Heidi Carney. Should begin SAC Academy on 19 May
- * New Axon cameras are up and running in vehicles as well as Body Cameras
- * New Axon Taser 10's were deployed to officers after completing training



City of Garden Ridge

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

MONTHLY PUBLIC WORKS REPORT

April 2025

Activities for the month

Public Works Tasks Completed: 343

Steven Steinmetz
Public Works
Director

Eric Lowman
Public Facilities
Foreman

Stanley Georg
Manuel Troncoso
Ryan Ferguson
Carlos Arias

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

May Dumpster
Schedule

May 10, 8am to 5pm

May 11, 12pm to
4pm

May 17, 8am to 5pm

May 18, 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: 115lbs
- Rain fall total: 1.84in.

Street/Sign Maintenance

- Continue to replace old street signs.
- Filled pot holes on Old Nacogdoches, Bindsiel, and Batcave.

Parks Maintenance

- Ongoing dead tree removal at Davis Park.
- Repaired leaking water fountain.

City Facility/Church Buildings/Community Center/Property Maintenance

- Cut down dead oak tree behind PD.
- Remove two parking lot lights behind PD.
- Prepare the area behind PD for new parking lot expansion.

Equipment/Vehicle Maintenance

- Repair pole saw.
- Ordered two new front tires for the old Scag.
- Ordered new discharge shoot for old Scag.

Class/Continuing Education

- Manny and Mark attended Trenching and Excavation Awareness Class.
- Eric attended Highly Pathogenic Avian Influenza webinar.
- Manny attended Vector Class.

Oak Wilt

- No new cases.

Future Projects or Needs

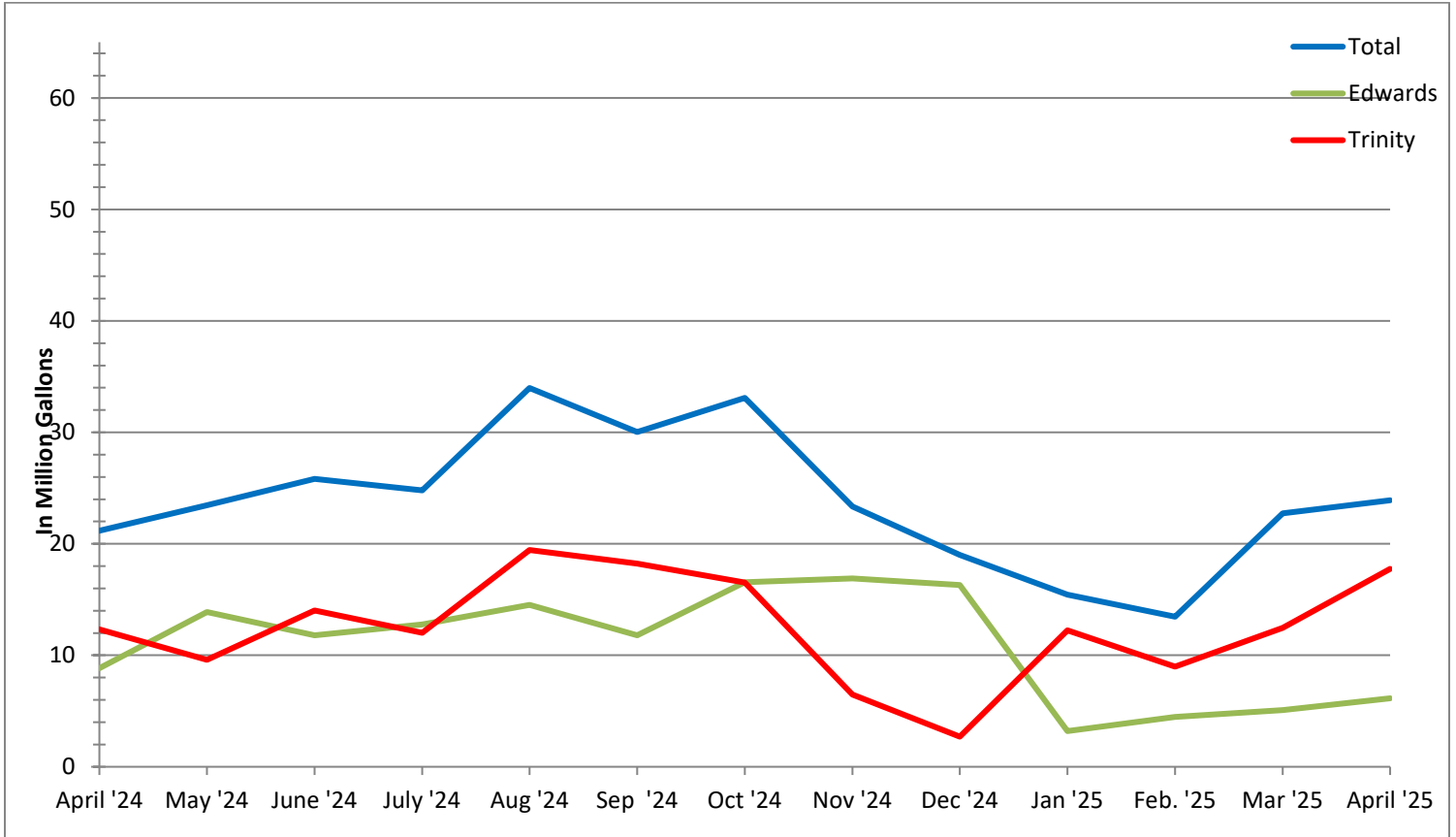
- Sound system upgrades for the Community Center and Paul Davis Park.
- More storage space required.
- Covered equipment storage.



Utilities Department Report

As of April 30, 2025

City of Garden Ridge Aquifer Usage

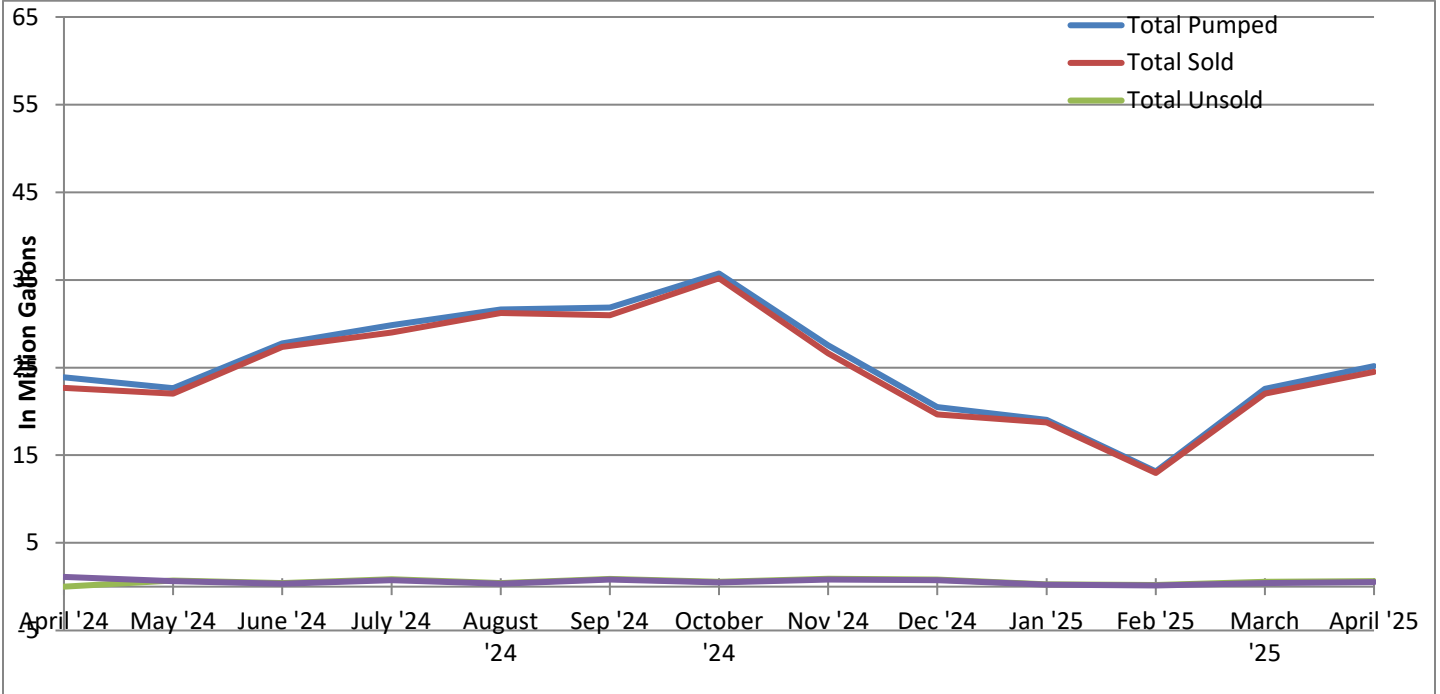


	Month:	Year:	Available:	Stage:
Edwards Well Usage AC/FT:	18.88	58.08	509.28	4
Trinity Well Usage AC/FT:		173.75	N/A	0

Water Quality

Bacteriological Samples:	Due:	Missed:	Passed:	Failed:
Distribution samples:	6	0	6	0
Chlorine Residual test:	30	0	30	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 %
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%
Jan '25	19,014	18,175	269	219	1.2%
Feb '25	13,146	12,971	175	135	1.0%
March '25	22,577	22,021	556	407	1.8%
April '25	25,154	24,512	642	506	2.0%
Yearly Average	25,414	24,869	641	477	2.2%
	Yearly national average				16%

Utilities Department Monthly Activities:

New Installed Meters	0	Work Orders	324
Meter Replacements	0	Locates	56
City Owned Leaks	0	Irrigations Permits Issued	0
Meters Read	1701	Total Rebates	0
Meter Tests	0		0

AMI Information

Total Portal Customers: 904 up 4 from February

Meter Daily Readability Percentage: 99.61% for 1,694 assigned meters (current bill cycle)

Main Breaks/City Repairs: Service line repair

Estimated Water Loss (gallons): 50,000

Location: Glenn Cove

Explanation: A compression tee that is part of the service line developed a ¼ inch hole, the tee was replaced with a new one. The leak was located beneath a driveway, so the utility crew needed to cut the driveway to repair the line. We are currently gathering quotes to have the driveway repaired.

Leak Adjustments

New Requests	1	Waiting for Customer	0	Approved	1	Amount Approved	\$ 118.50	Denied	0	Sent to Water Commission	0
--------------	---	----------------------	---	----------	---	-----------------	-----------	--------	---	--------------------------	---

Employee Training/certifications

Mark Schick attended basic wastewater training



Garden Ridge Library

Volume IX, Issue 8
May 7, 2025

Monthly Library Update

By Linda Crosland, Library Director

For leisure, for learning, for life!

Upcoming Activities for May

Children's Activities

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

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

Lego Robotics will take a hiatus from May 20—June 16

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

Adults' Activities

Special

Lunch-n-Learn, May 15 "**Preserving Your Harvest**", 12 Noon. Don't let your gardening efforts go to waste!

Seed Cleaning immediately follows the Lunch-n-Learn.

Regular Adult Activities

1st Tuesday, April 1, **Cards for Troops**, 1:00 pm

3rd Tuesday, April 15, **Card-making**, 1:00 pm

Each Thursday, **Adult Coloring**, 1:00 pm

Coming in early June

May 5, "**Night with Friends**," 5-7 pm. Enjoy wine and hors d'oeuvres while learning more about becoming a friend of the library.

May 7, "**Under the Sea**" Tea Party, 2-4 pm

Must register.

Department Statistics for April

Visits to the Library 964

Items Checked Out 2,190

\$ Saved by checking out hardcopy books

during month \$9.306

\$ Saved by using eBooks \$9.858

New Patrons Added 15

New Items Added, Physical books 62

-Libby Books + Libby Advantage +

Boundless (Boundless has a moratorium on new books until the DOGE cuts have been restored.) 280

Volunteer Hours 91

Activity Statistics

Children's Preschool 274

Children's Elementary Age Activities 63

Adult Classes—Coloring, Book club, crafts, Lunch-n-Learns 83

Activity Totals 420

I think the health of our civilization, the depth of our awareness about the underpinnings of our culture and our concern for the future can all be tested by how well we support our libraries."— Carl Sagan, Cosmos

Library Re-Cap



The Library celebrated **National Library Week April 7-12** after the warm Proclamation by the Mayor at City Council Meeting on April 2.

The week began with the **Friends of Garden Ridge Library Annual Meeting** with 21 members present to hear what had been accomplished by the organization and what the future plans are.

The week ended with **Easter Bunny Storytime** on Friday, 4/11. This is always held a week before Easter since we are closed on Good Friday.

While our Easter Bunny Storytime was very charming, we faced a huge **over-crowding problem**. 80 people – that's 8 zero – were crammed into our very small children's area.

Wendy did a masterful job of keeping the children's attention with the stories and songs in a difficult situation.

An outstanding and timely **Lunch-n-Learn** was held April 17. Our two dedicated Naturalists, Stephen Grainger and Larry Sunn, taught us how to make **rain barrels** and asked for those who were interested in coming to the library where they would do a workshop and help people actually do the construction. They graciously offered to go to people's homes to assess yards or to let people tour their homes and their rain barrel set-up.



memorandum

To: Garden Ridge City Council
From: Trihydro Corporation
cc: Mr. Ryan Rapelye, City Manager, City of Garden Ridge
Date: April 28, 2025
Re: Engineering Report for May 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 – \$1,179,737.61
 - Percent Complete – 82%
 - Schedule – Estimated completion date on hold.
- Project Status
 - Pronto and CPS Energy meet on April 29th to coordinate pole bracing and required traffic barrier effort. A remobilization date has not been confirmed at the time of this report.

SAWS Emergency Interconnect Project

- Project Background
 - This project is for a water line connection to SAWS for use in emergency situations. This project provides the City additional resiliency in their water system with an added water source connection. Trihydro staff are working with SAWS to prepare an agreement for Garden Ridge consideration.
 - Project Phase – Preliminary Design
- Project Status
 - SAWS will bring the agreement in front of their board once a signed resolution authorizing City of Garden Ridge to enter into the emergency interconnect agreement with SAWS is received.

Trihydro is awaiting confirmation from SAWS regarding Schoenthal Tract water line extension timing prior to proceeding with preliminary design.

Municipal Ground Storage Tank Rehabilitation Project

- Project Background
 - This project is to rehabilitate the existing 328,000-gallon bolted steel ground storage tank located adjacent to the Public Works Building. This project is intended to extend the life of the deteriorating bolted tank until funding is allocated for construction of a new tank.
 - Project Phase – Preliminary Design
- Project Status
 - Trihydro received notice to proceed with this project on March 20th. Additional updates will be provided as the design phase progresses.

Land Development Projects and Reviews

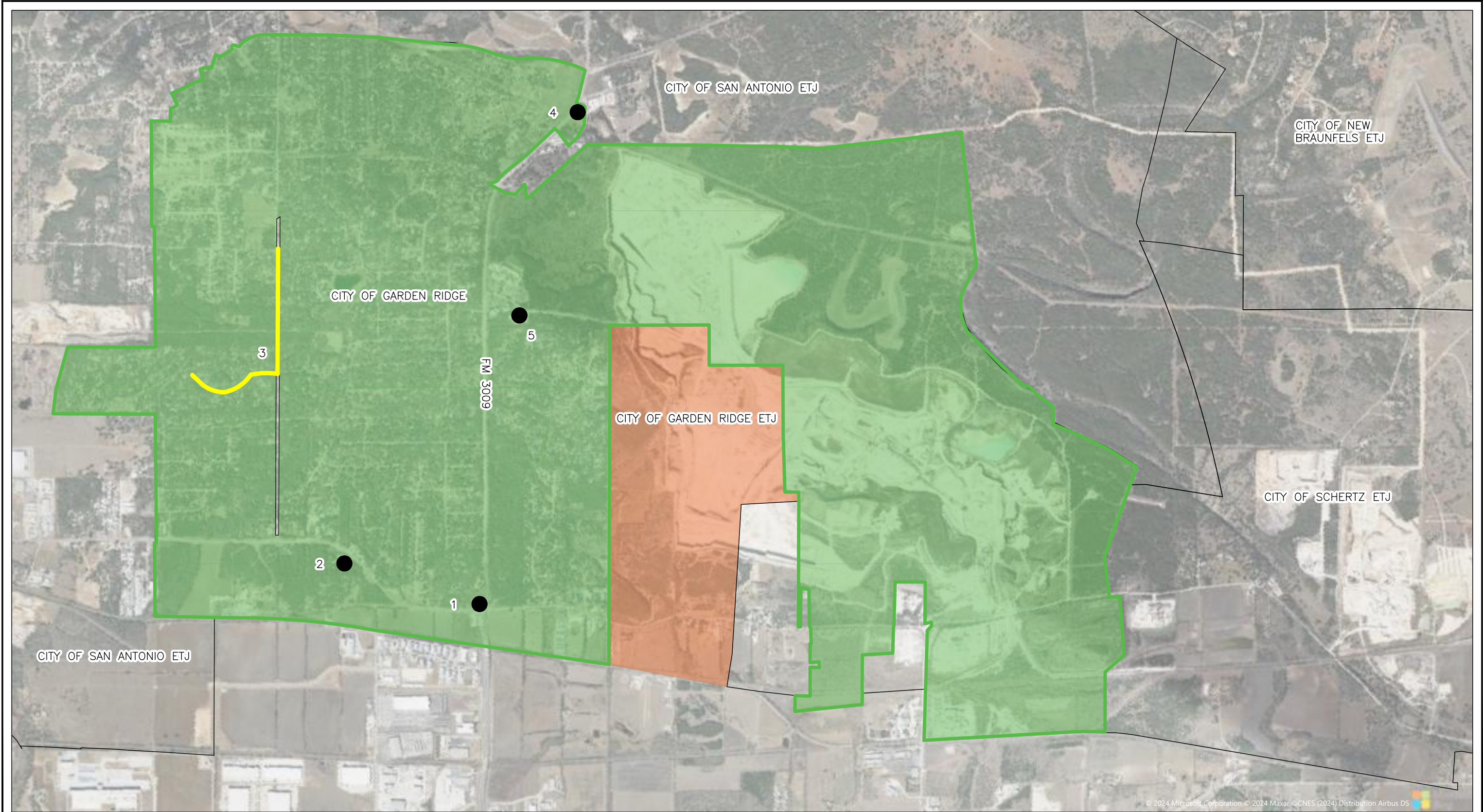
- The Revival
 - Trihydro provided Review 2 comments to the development team on March 21st.

Miscellaneous Engineering Services

- FM 2252 Truck Route Analysis
 - AAMPO has not provided an update on their route study at the time of this report submittal. AAMPO invites submittal of any traffic information that may assist their study.
- Bat Cave Rd Improvement Options
 - Trihydro will provide a proposal for this work shortly with anticipation of beginning construction this summer.
- Recommended Capital Improvement Program Update
 - Trihydro provided a Pavement Condition Index (PCI) rating inventory contact to assist in developing a roadway project priority list.
 - Trihydro will provide a revised water master plan proposal scope to include water system modeling and a 20-year Capital Improvement Plan list.

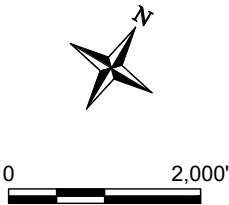
FIGURE

C:\USERS\ALopez\ONEPVE\CLC\TEMP\H825910\GARDENRIDGEPROJECT\LOCATIONS (1)



EXPLANATION

	CITY OF GARDEN RIDGE CITY LIMIT	4	PROJECT - SAWS EMERGENCY CONNECTOR
	CITY OF GARDEN RIDGE ETJ	5	PROJECT - MUNICIPAL GROUND STORAGE TANK REHAB
1	PROJECT - FM 2252 WATER LINE		
2	DEVELOPMENT REVIEW - THE REVIVAL		
3	DEVELOPMENT REVIEW - CENTERPOINT CAPACITY IMPROVEMENT		





Trihydro
CORPORATION

New Braunfels Austin
1672 Independence Dr., Ste. 315 5508 Highway 290 West Suite 201
New Braunfels, Texas 78132 Austin, TX 78735
(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: AL	Checked By: HC	Scale: 1" = 2000'	Date: 3/21/2025

ORDINANCE NO. 244-052025

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GARDEN RIDGE, TEXAS, ADOPTING CITY COUNCIL POLICIES REGARDING DECORUM AND PROCESS; PROVIDING A CUMULATIVE AND SAVINGS CLAUSE; PROVIDING FOR SEVERABILITY; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, the public expects the highest standards of professional conduct from Council Members elected to City Council; and

WHEREAS, the Mayor and Council Members (“Council Members”) represent the City of Garden Ridge (the “City”) and are entrusted with upholding local, state, and federal laws and must observe a high standard of professional conduct in the course of their official duties and faithfully fulfill the responsibilities of their offices, regardless of their personal interests; and

WHEREAS, Council Members shall respect the chair, colleagues, staff, and members of the public present during City Council meetings or other proceedings of the City and meetings should provide an environment for healthy debate on matters before the Council; and

WHEREAS, Council Members shall respect the decision-making process and the decisions of the City Council, even if they disagree with such decisions, such that respect for the decision-making processes of the Council is fostered; and

WHEREAS, it is incumbent on Council Members to treat every person, including other Council Members, City employees, and the public with dignity, understanding, and respect and ensure that their work environment is free from discrimination, bullying, and harassment; and

WHEREAS, City Ordinances include certain provisions related to the procedures and conduct of business by boards, committees, and commissions; and

WHEREAS, the City Council has reviewed the existing provisions and has determined that it is in the best interest of the citizens of Garden Ridge for there to be a broader range of specificity in the manner by which the City Council conducts itself and its business; and

WHEREAS, state law allows for the City Council to adopt rules that govern how it conducts business; and

WHEREAS, the City Council desires to adopt City Council Conduct Policies to better serve the interest of the public.

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

SECTION 1. FINDINGS.

The findings set out herein are found to be true and correct and are hereby adopted by the City Council and made a part of this Ordinance for all purposes.

SECTION 2. REGULATIONS AMENDED.

The City Council Policy regarding Decorum and Process is hereby repealed and replaced as set forth in Exhibit A.

SECTION 3. CUMULATIVE AND SAVINGS.

This Ordinance is cumulative of all provisions of ordinances of the City of Garden Ridge, Texas, except where the provisions of this Ordinance are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed. All previous versions of this Ordinance to the extent that they are in conflict herewith are repealed.

SECTION 4. SEVERABILITY.

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph, or section of this Ordinance is declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality will not affect any of the remaining phrases, clauses, sentences, paragraphs, or sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional phrase, clause, sentence, paragraph, or section.

SECTION 5. EFFECTIVE DATE.

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

PASSED AND APPROVED ON this 7th day of May, 2025.

Robb Erickson
Mayor

ATTEST:

Marisa Spencer
City Secretary

EXHIBIT A

SECTION 1. DEFINITIONS.

For purposes of this Ordinance, the following terms, words, and the derivation thereof shall have the meaning given herein. All other terms have their usual and ordinary meaning.

City Council means the legislative and governing body of the City consisting of the Mayor and Councilmembers.

City Official means any member of the City Council and any appointed member of a board, committee, or commission set up by ordinance, resolution, state law, or otherwise on a temporary or permanent basis.

City Records means any document, paper, letter, book, map, photograph, sound or video recording, microfilm, magnetic tape, electronic medium, or other information recording medium, regardless of physical form or characteristic and regardless of whether public access to it is open or restricted under the laws of the state, created or received by a local government or any of its officials or employees pursuant to law, including an ordinance, or in the transaction of public business.

Custodian of City Records means any City official or employee who creates or receives City records.

Employee means any person employed by the City, including those individuals on a part-time basis as well as independent contractors hired by the City for repetitive performance of services, but not independent contractors engaged for occasional services.

SECTION 2. GENERAL PROVISIONS.

2.1. Council Liaison Appointments

A Council Liaison is a Councilmember who is specifically assigned to be the liaison between the City Council and outside agencies, committees, task forces, and boards. The Mayor nominates and the City Council confirms Councilmember appointments to such outside agencies, committees, task forces, and boards. The Council Liaison provides a link for representing the values, beliefs, and position of the City Council to these entities, and the representative will report to the City Council on the activities of these organizations no less than quarterly.

2.2. Councilmember Participation in Community Activities

Councilmembers may choose to participate in community events, community organizations, and/or non-City sponsored committees. When a Councilmember participates in these types of activities, the Councilmember is acting as an interested party rather than acting on behalf of the City Council.

2.3. City Boards/Committees/Commissions

City boards/committees/commissions are formed in accordance with Ordinance No. 210 in order to provide independent recommendations to City Council.

Technical committees are formed on an as needed basis with a clearly defined purpose, term, and reporting requirements. Technical committees may consist of up to two (2) Councilmembers recommended by the Mayor with concurrence through a vote of the majority of Councilmembers.

A Councilmember who is specifically assigned to be an ex-officio member on a City board/committee/commission acts as the representative present to provide guidance and identify procedural and structural issues related to the effective functioning of the board/committee/commission. Therefore, a Councilmember assigned to be an ex-officio member shall have no vote on the City board/committee/commission they are assigned to. A Councilmember who is appointed to sit as a member of a technical committee is not an ex-officio member of that technical committee for purposes of this policy.

2.4. Custodian of City Records

It is the policy of the City to provide for efficient, economical, and effective controls over the creation, distribution, organization, maintenance, use, retention, and disposition of City records. City officials shall adhere to the requirements, policies, and procedures of the City's records management program established in Ordinance No. 67.

A custodian of City records shall, at the expiration of the custodian's term of office, appointment, or employment, deliver to the custodian's successor, if there is one, all City records in custody. If there is no successor, the City Council shall determine which City official shall have custody.

A City official does not have, by virtue of their position, any personal or property right to a City record even though the City official may have developed or compiled it. The unauthorized alteration, destruction, deletion, removal from files, or use of a City record is prohibited. A City record may not be sold, loaned, given away, destroyed, or otherwise alienated from the City's custody unless in accordance with the City's records management program.

A City official who knowingly or intentionally violates a provision adopted under Ordinance No. 67 by destroying or alienating a City record in contravention of the City's records management program or by intentionally failing to deliver City records to a successor in office shall be subject to prosecution and penalties as provided by the Local Government Records Act.

SECTION 3. CITY COUNCIL MEETINGS AND ORDER OF BUSINESS.

3.1. Regular Meetings

The regular meetings of the City Council shall be held on the first Wednesday of each month, and are typically held in the City Council Chambers beginning at 6:00 p.m. Any proceeding which may legally be had at a regular meeting of the City Council may be had with the same effect at any special meeting of the City Council.

- a) The City Council may occasionally elect to meet at other locations and, upon such election, shall give public notice of the change of location in accordance with state law.
- b) If by reason of fire, flood, or other emergency, it is unsafe to meet in the City Council Chambers, the meetings may be held for the duration of the emergency at such other place as may be designated by the Mayor or, in the Mayor's absence, by the Mayor Pro-Tem or the City Manager.
- c) When the day for any regular meeting falls on a legal holiday, the regularly scheduled meeting for such day shall be deemed canceled unless otherwise specified by the City Council. To ensure regular City Council meetings are held during necessary months, the meeting to be canceled shall be rescheduled at a regular City Council meeting prior to a conflicting holiday. At other times, when the City Council deems appropriate, one (1) or more regular meetings may be canceled and rescheduled by a majority vote of the City Council.

3.2. Workshops and Special Called Meetings

The purpose of a workshop or a special called meeting is to discuss in depth or explore matters of interest to the City, such as a meeting with one (1) of the City's appointed committees or the City Council alone may wish to explore a matter in great detail. The time, place, and purpose will be stated on all legally posted notices. City Council shall not take formal action on items presented at a workshop unless the item has been legally posted as a formal action item. Workshop meetings may be called by the Mayor or any Councilmember subject to approval of three (3) or more members of the City Council at a properly posted meeting of the City Council. Workshops and special meetings can be called by the Mayor or the application of three (3) Councilmembers.

3.3. Agenda Officer

The City Secretary shall be the agenda officer with the responsibility for proper and legal posting of the agenda. When necessary, the City Secretary will assume responsibility for issuing a copy of the agenda to any newspaper, radio, or television stations advising them of any scheduled meeting. The City Secretary shall distribute the agenda packets for all regularly scheduled meetings to the members of the governing body no later than 12:00 p.m. the Friday prior to the meeting date.

3.4. Order of Business

City Council meetings will be generally conducted in the following order, unless otherwise necessary as determined by the Mayor, City Manager, or City Secretary. A closed session may be held at any time during a meeting consistent with applicable state law. Any proceeding which may legally be had at a regular meeting of the City Council may be had with the same effect at any special meeting of the City Council.

- a) Workshop or Special Called Meeting Agenda.
 - 1. Call to Order/Roll Call.
 - 2. Pledge of Allegiance.
 - 3. Public Comments.
 - 4. Workshop Items.
 - 5. Action Items, if required.
 - 6. Public Comments.
 - 7. Adjourn.

- b) Regular Meeting Agenda.
 - 1. Call to Order/Roll Call.
 - 2. Pledge of Allegiance.
 - 3. Proclamations/Presentations.
 - 4. Public Comments.
 - 5. Consent Agenda.
 - 6. Reports from Staff.
 - 7. City Commission and Committee Reports/Recommendations/Possible Actions.
 - 8. Approvals and Authorizations.
 - 9. Updates on City Council Projects.
 - 10. Items for Future Agendas.
 - 11. Public Comments.
 - 12. Announcements.
 - 13. Closed Session.
 - 14. Reconvene into open session for possible action.
 - 15. Adjourn.

3.5. Placement of an Item on an Agenda

All items for placement on an agenda shall be coordinated through the Mayor and City Manager. The City Manager shall be responsible for coordinating items and supporting documentation for the agenda for timely submission to the City Secretary. Items must be confirmed by the City Secretary by 5:00 p.m. two (2) weeks before the meeting date.

Section 551.042, Government Code, V.T.C.A. (i.e. 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, but any discussion of the subject must be limited to a proposal to place the subject on the agenda for a future meeting. Members of City Council wishing to place any item on an agenda may do so at the end of a City Council meeting during the section provided for "items for future agendas".

The Mayor and any Councilmember may submit agenda items which shall be included on the agenda. Should a Councilmember need a new item placed on the agenda before City Council convenes, the Councilmember shall obtain a written statement from one (1) additional Councilmember explaining the specific item they wish to appear on the next agenda and submit their request in writing to the City Manager or the City Secretary prior to the deadline for agenda items. The Mayor, City Manager, or appropriate Councilmember shall be listed as the sponsor for each agenda item that has been individually requested.

3.6. Consent Agenda

The consent agenda shall contain routine, noncontroversial items that require City Council action but require no deliberation. All items on the consent agenda shall be considered in one (1) motion unless a Councilmember requests any items be removed for discussion. Agenda items removed from the consent agenda by the request of any Councilmember will be considered separately after approval of the remaining consent agenda items.

3.7. Announcements

Members of the City Council, the Mayor, or the City Manager have the opportunity to notify others of community events, functions, and other activities. The item shall be included on all regular meetings of the City Council.

3.8. Presentations and Public Recognition

All special presentations and public recognitions will be scheduled and coordinated through the City Secretary for placement on the agenda. The following procedures will guide presentations by members of the public at City Council meetings:

- a) Any documentation must be provided to the City Secretary no later than one (1) week prior to the City Council meeting.
- b) When called upon during the meeting, the person should come to the podium, state their name and address for the record, or, if speaking for an organization or other group, identify the group.
- c) All remarks should be addressed to the City Council as a whole, not to individuals.
- d) Questions, if any, should be directed to the presiding officer who will determine whether, or in what manner, an answer will be provided.

3.9. Public Hearings

- a) Procedures during Public Hearings. The City Council procedure for the conduct of public hearings is generally as follows:
 1. Mayor reads listed topic information for public hearing.
 2. Commission representative and/or City employee presents report/recommendation.
 3. The applicant or appellant then has the opportunity to present comments, testimony, or arguments. In the case of an appeal when the appellant is different from the applicant, the appellant should be called upon first to provide comments or testimony. The applicant or appellant shall have a total of fifteen (15) minutes for a presentation when recognized by the Mayor or presiding officer. The initial comments or presentation shall be limited to ten (10) minutes and the rebuttal or concluding comments shall be limited to five (5) minutes.
 4. Mayor opens the public hearing.
 5. Members of the public are provided with the opportunity to speak for or against the issue. Written communications and petitions concerning the subject matter of the hearing will be noted, read aloud, or summarized by the City Secretary.
 6. The public hearing is closed.
 7. The applicant or appellant then has the opportunity to provide clarification, rebuttal, or concluding comments if necessary.
 8. Councilmembers may ask questions of the applicant and/or appellant, City employees, or representative.
 9. The City Council deliberates and takes action.

b) Policies pertaining to Public Hearings.

Any public hearing being held, noticed, or ordered to be held by the City Council may, by order, notice, or motion, be continued to any subsequent meeting.

Members of the City Council who wish to ask questions of the speakers during the public hearing portion may do so, but only after first being recognized by the Mayor. Interaction with the speaker shall be limited to a question or questions, rather than an ongoing dialogue.

All persons interested in the matter being heard by the City Council shall be entitled to submit written evidence or remarks, as well as other graphic evidence. All such evidence presented will be retained by the City Secretary's Office as part of the record of the hearing, with the requirements of state law. During the public hearing, no person will be permitted to speak about matters or present evidence which is not germane to the matter being considered. A determination of relevance shall be made by the Mayor, but may be appealed to the full City Council.

3.10. Rules of Decorum

All remarks shall be addressed to the City Council as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the City Council may be requested to leave the meeting. Issues of the conduct or procedure of public meetings not addressed by these rules or state law shall be determined by the Mayor, or the presiding officer in the Mayor's absence.

a) Citizen Comments.

All individuals wishing to be heard may do so during the citizen comment period of a meeting in accordance with the following rules:

1. *Time limit.* Unless extended by a majority vote of Councilmembers present, the maximum time allocated for citizen comments is 30 minutes. Each speaker shall have no more than three minutes to speak during citizen comments.
2. *Sign in.* Prior to the commencement of the meeting, a person wishing to address the City Council must sign in with the City Secretary, and provide the following information: name, address, and subject matter to be presented.
3. *Speaker rules.* In order for the City Council to properly consider each matter brought to it by citizens, speakers are requested to observe the following rules:
 - a. A citizen comment period shall be scheduled before action items on the agenda.
 - b. Each speaker shall be limited to one 3-minute period, which may be used to address any item on the agenda or other matters of concern to the citizen, except those for which a public hearing is scheduled.
 - c. Only one person may speak at a time and speakers must show the governing body the same respect they would like to be shown.
 - d. The speaker must provide their name and address, which shall be included in the minutes of the meeting.
 - e. Speakers must address their comments to the entire governing body rather than to individual Councilmembers, City employees, or the audience.
 - f. Speakers may file copies of their remarks or supporting information with the City Secretary who shall distribute the information to the City Council and City Manager upon request.

b) Public Hearings.

A person may express support or opposition to the matter that is the subject of a public hearing in accordance with the following rules:

1. *Sign in.* Upon conclusion of each comment, speakers must sign-in with the City Secretary and indicate their name, address, and whether they spoke in favor or opposition to the matter.
2. *Time limit.* Each person will be allowed a maximum of one 3-minute period, which also applies when the City Secretary is reading any written comments submitted.
3. *Written comments.* Written comments must be received by the City Secretary no later than two (2) hours before the start of the meeting in which the public hearing will be held. Should citizens submit a written comment then choose to attend the public hearing and speak in person, the written comment will not be read aloud.
4. *Closed public hearings.* No person will be permitted to address the City Council during the consideration of an agenda item on which a public hearing has been held by the City Council if the public hearing has been closed. This rule does not prohibit a Councilmember, upon consent of the presiding officer, or successful appeal to City Council, from asking questions of any person with knowledge about the subject matter in order to clarify points before the City Council votes.
5. *Speaker rules.* Speaker rules shall be the same as citizen comments.

c) Citizen Conduct.

Citizens are welcome to attend all official meetings of the City Council and will be admitted to the Council Chambers up to the fire safety capacity of the room. Overflow crowds may listen to proceedings from the lobby and meetings may be moved to other areas of the municipal building or other locations within the City if more appropriate.

All citizens will remove hats when addressing City Council and refrain from private conversations in the Council Chambers while the City Council is in session.

The City Manager, Chief of Police, or such member or members of the police department, shall act as sergeant-at-arms for the City Council, and shall furnish whatever assistance is needed to enforce the rules of decorum herein established. Any person who resists removal by the sergeant-at-arms shall be charged with violating Section 42.05(a) of the Texas Penal Code.

Citizens attending council meetings shall also observe the same rules of propriety, decorum, and good conduct applicable to Councilmembers. Any person making personal, impertinent, or slanderous remarks, or who becomes boisterous while addressing the City Council or while attending council meetings, shall be removed from the room if the sergeant-at-arms is so directed by the presiding officer, and the person shall be barred from further audience before the City Council during that session.

Unauthorized remarks from the audience, stomping of feet, whistles, yells, and similar demonstrations shall not be permitted by the presiding officer, who shall direct the sergeant-at-arms to remove such offenders from the room. Aggravated cases shall be prosecuted on the appropriate complaint signed by the presiding officer.

Should the presiding officer fail to act, any Councilmember may move to require the presiding officer to enforce the rules, and the affirmative vote of the majority of the Councilmembers shall require the presiding officer to act.

No placards, banners, or signs of any kind will be permitted in the Council Chambers. Exhibits, displays, and visual aids used in connection with scheduled presentations to the City Council that have been legally posted on an agenda are permitted.

Citizens shall not address the City Council or participate in discussion on any matter unless they have been included on the agenda for such purpose, are making remarks during a period set aside for citizen comments, or are recognized by the presiding officer or a Councilmember having the floor with the consent of the presiding officer or successful appeal to the City Council.

3.11. Conduct of Public Meetings

City officials have an obligation to attend meetings and be prepared for public issues; listen courteously and attentively to all public discussions before the body; and focus on the business at hand. They shall assist in preserving order and decorum and shall refrain from interrupting other speakers, making personal comments not germane to the business of the body, or otherwise interfere with the orderly conduct of meetings.

During City Council meetings, a Councilmember desiring to speak shall address the presiding officer and, upon recognition by the presiding officer, shall confine discussion to the question under debate, avoid discussion of personalities and indecorous language, and refrain from personal attacks and verbal abuse.

During City Council meetings, a Councilmember desiring to question City employees shall address questions to the City Manager, who shall be entitled either to answer the question(s) or designate a City employee. Such designation may occur at any time, including prior to a City Council meeting. Councilmembers shall not berate nor admonish City employees.

During City Council meetings, a Councilmember, once recognized, shall not be interrupted while speaking unless called to order by the presiding officer, to raise a point of order or procedure, or unless the speaker chooses to yield to questions from another Councilmember. If a Councilmember is called to order while speaking, that Councilmember shall cease speaking immediately until the question of order is determined. If ruled to be in order, the Councilmember shall be permitted to proceed. If ruled to be not in order, the Councilmember shall remain silent or make additional remarks to comply with the rules of the City Council.

During City Council meetings, Councilmembers shall confine their questions to the particular matters before the assembly, and in debate, shall confine their remarks to the issues before the City Council.

During City Council meetings, when there is more than one speaker on the same subject, Councilmembers will delay their comments until after all speakers on the subject have been heard.

Councilmembers shall not speak on behalf of the City Council at any place or time unless they have been so directed by the City Council as a body. Councilmembers shall clearly state when they have been directed by the City Council to speak on behalf of the City Council at the meeting of any board/committee/commission.

SECTION 4. RULES OF CONDUCT.

4.1. Authority of the Chair

In the role of facilitator, the Mayor will assist the City Council in focusing agenda discussions and deliberations. Subject to appeal to the full City Council, the Mayor shall have the authority to prevent the misuse of motions, the abuse of any privilege, or the observation of the business of the City Council by ruling any such matter out of order. In such ruling, the Mayor shall be courteous and presume that the moving party is acting in good faith. Any member of the City Council may move to require enforcement of the rules, and the affirmative vote of a majority of the City Council shall require the presiding officer to act.

4.2. Council Deliberation and Order of Speakers

The Mayor has been delegated the responsibility to control the debate and the order of speakers. Speakers will generally be called upon in the order of the request to speak. With the concurrence of the Mayor, a Councilmember holding the floor may address a question to another Councilmember and that Councilmember may respond while the floor is still held by the Councilmember asking the question. A Councilmember may opt not to answer a question while another Councilmember has the floor.

Councilmembers will limit their comments to the subject matter, time, or motion being currently considered by the City Council.

Councilmembers will govern themselves as to the length of their comments or presentation. As a courtesy, the Mayor will signal by hand to a Councilmember who has been speaking for over five (5) minutes. This procedure is not meant to limit debate or to cut comments short but rather to assist Councilmembers in their efforts to communicate concisely.

Any member of the City Council wishing to speak must first obtain the floor by being recognized by the Mayor. The Mayor must recognize any Councilmember who seeks the floor when appropriately entitled to do so. When two (2) or more Councilmembers wish to speak, the presiding officer shall name the Councilmember who is to speak first. No Councilmember shall interrupt another while speaking except to make a point of order.

4.3. Motions

Motions may be made by any Councilmember who may vote on the motion. Any Councilmember who may vote on the motion, other than the person offering the motion, may second a motion. The following is the general procedure for making motions:

- a) A Councilmember who wishes to make a motion should do so through a verbal request to the Mayor.
- b) A Councilmember who wishes to second a motion should do so through a verbal request to the Mayor. Before a motion can be considered or debated it must be seconded.
- c) Once the motion has been properly made and seconded, the Mayor shall open the matter for discussion offering the first opportunity to the moving party and, thereafter, to any Councilmember recognized by the Mayor.
- d) Once the matter has been fully discussed, the Mayor calls for a vote, thus no further discussion will be allowed.

4.4. Voting and Abstention

Voting, except on unanimous votes, shall be by roll call and the ayes, nays, and abstentions shall be recorded in the minutes. A Councilmember shall only disqualify himself from voting in situations where they have a legal conflict of interest. State law requires that when a Councilmember abstains or excuses themselves from a portion of a discussion or vote, the Councilmember must briefly state the nature of the conflict and must file an affidavit with the City Secretary prior to any discussion or action on such items.

4.5. Conduct of City Officials

The professional and personal conduct of City officials must be above reproach and avoid even the appearance of impropriety. City officials shall refrain from abusive conduct, personal charges, or verbal attacks upon the character or motives of other City officials and employees as well as members of the public.

4.6. Respect for Process

City officials shall perform their duties in accordance with the processes and rules of order established by the City Council governing the public deliberation of public policy issues, meaningful involvement of the public, and implementation of policy decisions.

4.7. Decisions Based on Merit

It is expected that City officials review material, participate in discussions, and base their decisions on the merits and substance of the matter at hand.

4.8. Communication

Prior to permitting final action to be taken on a matter under consideration City officials shall publicly share substantive information, which they may have received from sources outside the public decision-making process, that is relevant to such action by the City Council or any City board/committee/commission.

4.9. Advocacy and Media Communications

Effective media relations best serve the City by providing accountability to the public and transparency of government, ensuring accurate information is conveyed to the public, establishing and maintaining an accurate public perception of the City, informing residents of City programs and services, and promoting the City's achievements, activities and significant events. City officials shall represent the official policies or positions of the City Council to the best of their ability when designated as delegates for this purpose.

The Mayor and Councilmembers have been elected to represent our community and are free to speak to the media on any subject. This policy and the following guidelines are intended to ensure that accurate consistent information is provided to the media and that City Council's integrity and professional image is preserved.

- a) The Mayor and Councilmembers have the right to express personal opinions on any issue, but must make it clear that they are speaking for themselves, are not speaking in an official capacity for the City, and are not speaking on behalf of City Council, unless the position has been adopted by the City Council.
- b) All conversations with a member of the media should be treated as on the record and all interviews with a member of the media shall be reported to the City Manager as soon as reasonably possible after the interview.
- c) It is highly encouraged that the Mayor and Councilmembers contact the City Manager for any relevant information prior to commenting on certain highly sensitive issues that may require greater discretion when speaking to media. These issues may include, but are not limited to:
 1. Legal issues, including liability issues and pending litigation.
 2. Personnel issues, including those surrounding existing and former City employees.
 3. Questions that involve police or fire investigations.
 4. A community-wide situation or emergency.

4.10. Policy Role of City Officials

City officials shall respect and adhere to the City governmental structure as outlined in state law in addition to the City's policies and procedures. In this structure, the City Council determines the policies of the City with the advice, information, and analysis provided by the public, boards/committees/commissions, and City employees. Except as provided by this ordinance, Councilmembers therefore shall not interfere with the administrative functions of the City or the professional duties of the City employees; nor shall they impair the ability of City employees to implement City Council policy decisions.

4.11. Independence of Boards, Commissions, and Committees

Because of the value of the independent advice of boards/committees/commissions to the public decision-making process, City officials shall refrain from using their position to influence unduly the deliberations or outcomes of board/committee/commission proceedings. This section should not be interpreted to limit the participation of a Councilmember on a board/committee/commission to which they have been duly appointed by the City Council.

4.12. Positive Workplace Environment

City officials shall support the maintenance of a positive and constructive workplace environment for City employees, and for citizens and businesses dealing with the City. City officials shall recognize their role in dealing with City employees and refrain from creating the perception of inappropriate direction to City employees.

Only the City Council, acting as a body, is permitted to provide individual instruction to City employees, to include the City Attorney's Office, City Engineer's Office, and City Judges/Prosecutors regarding any matter confronting the City, whether policy-related or otherwise.

No member of the City Council shall give individual instruction to, attempt to define policy for, make any demand of, or attempt to influence City employees, to include the City Attorney's Office, City Engineer's Office, and City Judges/Prosecutors to circumvent City rules, policies, or ordinances.

Any member of the City Council may make requests of City employees, to include the City Attorney's Office, City Engineer's Office, and City Judges/Prosecutors for information, assistance, or other help as may be necessary, so long as such requests do not hinder the productivity of City employees or the operations of the City and so long as no orders, threats, promises, intimidations, or ultimatums, explicit or implicit, are issued.

Any member of the City Council giving individual instruction or making a demand of City employees, to include the City Attorney's Office, City Engineer's Office, and City Judges/Prosecutors with the exception below shall be deemed to have violated the Codes.

The single exception to this rule is that in times of emergencies lawfully declared by the Mayor, the Mayor may act independently as to matters of urgent need until a meeting of the City Council, in quorum, can be called.

SECTION 5. PROCEDURES ADMINISTRATION.

5.1. Adherence to Procedures

Rules adopted to expedite and facilitate the transaction of the business of the City Council in an orderly fashion shall be deemed to be procedural only, and the failure to strictly observe any such rules shall not affect the jurisdiction of, or invalidate any action taken by the City Council.

The City Council will review and revise the City Council rules of order and procedures as needed. During City Council discussions, deliberations, and proceedings, the Mayor has been delegated the primary responsibility to ensure that City officials, employees, and members of the public adhere to the City Council's adopted procedures.

The rules set forth are not exclusive and do not limit the inherent power and general legal authority of the City Council, or of its presiding officer, to govern the conduct of City Council meetings as may be considered appropriate from time to time, or in particular circumstances, for purposes of orderly and effective conduct of the affairs of the City.

5.2. Procedure Advisor

The City Attorney, or in the absence of the City Attorney, the City Secretary assists the Mayor and City Council as a resource and as an advisor for interpreting the City Council's adopted rules and procedures.

5.3. Applicability of Procedures

The City Council rules of order and procedures shall also apply to the City Council when sitting as the City's representative with other entities and agencies. The role of Mayor and Mayor Pro-Tem shall be interchangeable with Chair and Vice Chair, or President and Vice-President, when sitting as the City's representative with another entity.

ORDINANCE NO. 232-052025

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GARDEN RIDGE, TEXAS, REPEALING AND REPLACING THE CITY COUNCIL CODE OF ETHICS AND ETHICAL CONDUCT RULES; PROVIDING DISCIPLINARY ACTIONS FOR VIOLATIONS OF THIS ORDINANCE; PROVIDING A CUMULATIVE AND SAVINGS CLAUSE, PROVIDING FOR SEVERABILITY; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, the public expects the highest standards of professional conduct from Council Members elected to City Council; and

WHEREAS, the Mayor and Council Members (“Council Members”) represent the City of Garden Ridge (the “City”) and are entrusted with upholding local, state, and federal laws and must observe a high standard of professional conduct in the course of their official duties and faithfully fulfill the responsibilities of their offices, regardless of their personal interests; and

WHEREAS, Council Members shall respect the chair, colleagues, staff, and members of the public present during city council meetings or other proceedings of the City and meetings should provide an environment for healthy debate on matters before the council; and

WHEREAS, Council Members shall respect the decision-making process and the decisions of the City Council, even if they disagree with such decisions, such that respect for the decision-making processes of the City Council is fostered; and

WHEREAS, it is incumbent on Council Members to treat every person, including other Council Members, City employees, and the public with dignity, understanding, and respect and ensure that their work environment is free from discrimination, bullying, and harassment; and

WHEREAS, City Ordinances include certain provisions related to the procedures and conduct of business by boards, committees, and commissions; and

WHEREAS, the City Council has reviewed the existing provisions and has determined that it is in the best interest of the citizens of Garden Ridge for there to be a broader range of specificity in the manner by which the City Council conducts itself and its business; and

WHEREAS, state law allows for the City Council to adopt rules that govern how it conducts business; and

WHEREAS, the City Council desires to adopt City Council Conduct Policies including a Code of Ethics and Ethical Conduct Rules (the “Codes”) to better serve the interest of the public.

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

SECTION 1. FINDINGS.

The findings set out herein are found to be true and correct and are hereby adopted by the City Council and made a part of this Ordinance for all purposes.

SECTION 2. REGULATIONS AMENDED.

The City Council Code of Ethics is hereby repealed and replaced as set forth in Exhibit A.

SECTION 3. CUMULATIVE AND SAVINGS.

This Ordinance is cumulative of all provisions of Ordinances of the City of Garden Ridge, Texas, except where the provisions of this Ordinance are in direct conflict with the provisions of such Ordinances, in which event the conflicting provisions of such Ordinances are hereby repealed. All previous versions of this Ordinance to the extent that they are in conflict herewith are repealed.

SECTION 4. SEVERABILITY.

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph, or section of this Ordinance is declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality will not affect any of the remaining phrases, clauses, sentences, paragraphs, or sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional phrase, clause, sentence, paragraph, or section.

SECTION 5. EFFECTIVE DATE.

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

PASSED AND APPROVED ON this 7th day of May, 2025.

Robb Erickson
Mayor

ATTEST:

Marisa Spencer
City Secretary

EXHIBIT A

SECTION 1. DEFINITIONS.

For purposes of this Ordinance, the following terms, words, and the derivation thereof shall have the meaning given herein. All other terms have their usual and ordinary meaning.

Business means a corporation, partnership, sole proprietorship, firm, holding company, joint stock company, receivership, trust or any other for profit or non-profit entity.

City Council means the legislative and governing body of the City consisting of the Mayor and Councilmembers.

City Official means any member of the City Council and any appointed member of a board, committee, or commission set up by ordinance, resolution, state law, or otherwise on a temporary or permanent basis.

Employee means any person employed by the City, including those individuals on a part-time basis as well as independent contractors hired by the City for repetitive performance of services, but not independent contractors engaged for occasional services.

Inquiry means an informal information gathering process carried out to evaluate reports of misconduct.

Investigation means a formal information gathering process authorized by City Council.

SECTION 2. CODE OF ETHICS AND ETHICAL CONDUCT RULES.

2.1. Purpose and Limitations

The citizens and businesses of the City are entitled to have fair, ethical, and accountable local government that maintains the public's full confidence for integrity. Therefore, the City's strong desire to fulfill this expectation requires that City officials and employees:

- Comply with both the letter and spirit of the laws and policies affecting City operations.
- Be independent, impartial, and fair in their judgment and actions.
- Utilize the office or position for the public good, not for personal gain.

To this end, the City Council adopts this Code of Ethics and Ethical Conduct Rules (the "Codes") to assure public confidence in the integrity of local government and its effective and fair operation. By adopting the Codes, City officials and employees commit to:

- Transparent and accountable governance.
- Honest, fair, and respectful dealings with fellow City officials and employees as well as members of the public.
- Working together to deliver the best outcomes for the long-term interests of the City.

These standards, together with the ongoing requirement for Councilmembers to abide by City Council policies, will ensure public trust and confidence in the City.

The Codes are intended to support, explain, and assist City Council and its individual Councilmembers to exercise its governmental powers. Nothing contained herein is intended to contradict or supersede state law.

2.2. Act in the Public Interest.

Recognizing that stewardship of the public interest must be the primary concern, City officials will work for the common good of the public and not for any private or personal interest. City officials shall assure fair and equal treatment of all persons, claims, and transactions coming before the City.

2.3. Comply with the Law.

City officials shall comply with federal, state, and local laws in the performance of public duties. These laws include but are not limited to: the United States and Texas constitutions as well as laws pertaining to conflicts of interest, election campaigns, financial disclosures, employer responsibilities, open processes of government, and City ordinances.

2.4. Conflicts of Interest and Disclosure

City officials shall familiarize themselves and abide by the following conflicts of interest and disclosure statutes and principles:

- a) Section 171 of the Local Government Code requires Councilmembers to file an affidavit disclosing a substantial interest in a business or property that would be beneficially affected by a decision of the City Council and thereafter abstaining from participation in discussion and voting on the matter. Once the disclosure is made, the City official is to remove themselves from the meeting area to ensure their presence does not hinder the discussion of the item or influence the vote.
- b) Section 176 of the Local Government Code requires Councilmembers to file a conflicts disclosure statement disclosing any business relationship with a person or business doing business with the City or being considered by the City for a business relationship.
- c) Section 176.003(a)(2)(B) of the Local Government Code requires the disclosure of gifts of an aggregate value of more than \$250.00 in the twelve (12) month period preceding a transaction described in Section 176, other than gifts of food, lodging, transportation, or entertainment accepted as a guest.
- d) Sections 553.001-553.003 of the Local Government Code requires the filing of an affidavit before the date the City will acquire a property in which public servants have a legal or equitable interest.
- e) In order to assure their independence and impartiality on behalf of the public good, City officials are prohibited from using their positions to influence government decisions in which they have a personal interest.

Any Councilmember who has testified on his or her own behalf or as a witness before a board/committee/commission on any administrative action which then comes to City Council is disqualified from participating as a Councilmember on the matter only if there is a legal conflict of interest.

2.5. Corruption

City officials shall familiarize themselves and abide by the Penal Code mandates concerning corruption, including specifically Section 36.02 prohibiting bribes, Section 36.08(d) prohibiting illegal benefits, Section 36.09 prohibiting receipt of prohibited gifts, Section 39.02 concerning abuse of official capacity, and Section 39.06(a) concerning misuse of official information.

2.6. Political Advocacy

City officials shall not utilize the City's name or logo for purposes of endorsing any political candidate or business.

2.7. Confidential Information

City officials shall respect the confidentiality of information concerning City property, personnel, or proceedings of the City. They shall neither disclose confidential information without proper legal authorization, nor use such information to advance their personal interests.

City officials shall keep all matters discussed in executive session confidential. Any City official who shares any part or portion of the discussions, discourse, presentations, or information heard or presented during an executive session shall be deemed to have violated the Codes.

2.8. Use of Public Resources

City officials shall not use public resources generally unavailable to the public such as equipment, supplies, facilities, or City employees' time for private gain or personal purposes.

2.9. Representation of Private Interests

In keeping with their role as stewards of the public interest, City officials shall not appear on behalf of private interests of third parties before the City Council or any board/committee/commission proceeding of the City.

2.10. Implementation

As an expression of the standards of conduct for City officials expected by the City, the Codes are intended to be self-enforcing. It therefore becomes most effective when City officials are thoroughly familiar with it and embrace its provisions.

Ethical standards shall be included in the regular orientations for newly elected and appointed City officials.

All City officials shall sign a statement affirming they have read and understood the City of Garden Ridge Code of Ethics and Ethical Conduct Rules. In addition, the Codes shall be reviewed periodically, and the City Council shall consider recommendations from City officials, employees, and citizens for revisions as necessary.

2.11. Compliance

The Codes express standards of ethical conduct expected for elected and appointed City officials. City officials themselves have the primary responsibility to assure that ethical standards are understood and met, and that the public can continue to have full confidence in the integrity of government.

The chair of a City board/committee/commission and the Mayor have the additional responsibility to intervene when any City official's actions appear to be in violation of the Codes and are brought to their attention.

SECTION 3. PROCEDURES AND ENFORCEMENT.

3.1. Violations

Councilmembers are expected to abide by the Codes at all times. Any Councilmember not adhering to the Codes shall be in violation of said Codes.

Any suspected or alleged violation by a Councilmember must be reported to the Mayor and City Manager. Any suspected or alleged violation by the Mayor shall be reported to the Mayor Pro-Tem and the City Manager. In the case of a City employee making the report regarding a Councilmember, the report shall be made to the City Manager, who will then report it to the Mayor (or the Mayor Pro-Tem regarding a report concerning the Mayor). Upon report, the City Manager and City Attorney will assist the Mayor (or the Mayor Pro-Tem regarding a report concerning the Mayor) in following the procedures for addressing violations or alleged violations.

The role of leading an inquiry of any Councilmember for any violation or alleged violation of this policy lies with the Mayor and Mayor Pro-Tem. If the Mayor and/or Mayor Pro-Tem is the subject of an inquiry, their respective roles of leading an inquiry will be deferred to the next ranking Councilmember by seniority. The City Attorney shall not conduct the inquiry of any Councilmember.

3.2. Procedure for Conducting Inquiries.

Upon receipt of the report, the parties responsible for leading the inquiry shall evaluate the alleged violations and available evidence to put together a recommendation on whether an investigation into the conduct is warranted.

The Councilmember subject to the report shall be notified within 21 calendar days of the report. The Councilmember may, within 14 calendar days of being notified of the report against them, provide a written statement to address the alleged violations.

Upon conclusion of the inquiry, and after providing the Councilmember subject to the inquiry an opportunity to provide a written statement responding to the findings of the inquiry, the parties responsible for leading the inquiry shall provide City Council information regarding the report, the findings of the inquiry, and their recommendation for moving forward. At either the next regular meeting or a special called meeting, the parties responsible for leading the inquiry shall put forward an agenda item regarding the report to allow City Council the opportunity to decide whether to initiate an investigation.

The City shall notify the reporting party of the City Council meeting in which their report will be considered. After City Council has had the opportunity to consider the report, the parties responsible for leading the inquiry shall notify the reporting party regarding the disposition of the report, if they were not in attendance at the meeting.

3.3. Procedure for Conducting Investigations.

All Councilmembers who are not the subject of the inquiry have a right to participate in the discussions related to whether to initiate an investigation into the conduct and subsequent disciplinary actions.

Depending on the circumstances of alleged violations of law or policy, the City Council may approve an independent attorney or investigator to initiate an investigation of the allegations prior to imposing any enforcement actions described in this policy. The City Attorney shall not conduct any investigations of any Councilmember.

In deciding whether or not to open an investigation the City Council should consider:

- a) Whether a City Council investigation may compromise other investigations regarding the same alleged actions, and, if the actions may result in criminal charges, whether the right of the accused Councilmember to a fair jury trial may be compromised by proceeding with an investigation;
- b) If persons involved in the allegations may choose to exercise their constitutional right against self-incrimination, which may limit the investigation's ability to present a full picture of alleged events; and
- c) How to ensure the protection of rights of those accused of violations of law or policy, those making such accusations, and those who have information regarding the accusations.

At any point during any of the processes described in this policy, the City Council may refer the matter, as appropriate, to the Comal County District Attorney, the Texas Elections Commission, or to another law enforcement agency, for investigation. Following such a referral, the City Council may proceed with any actions it chooses to take under the provisions of the Codes and any other action permitted by state law.

If, upon proper investigation, the investigation is determined to be unfounded, written documentation of this fact will be recorded in the minutes.

3.4. Enforcement of Violations

The City Council may impose sanctions, such as reprimand, formal censure, or loss of committee assignment, on City officials whose conduct does not comply with the Codes or City's standards.

Councilmembers have the obligation to govern themselves responsibly in the enforcement of any violation of this policy. The objective for establishing rules of enforcement pertaining to this policy is to provide fair, consistent, concise, and efficient guidelines for the use of enforcement against violations of this policy.

As a general matter, enforcement of this policy may be progressive, but circumstances may indicate that strong actions be taken immediately. Furthermore, City Council is not bound to the enforcement guidelines of this policy and should make decisions on a case-by-case basis. City Council, as a collective body, may change the order of the disciplinary steps listed below, or may choose not to use any step, depending on the circumstances under review.

City Council may take any appropriate disciplinary action including, but not limited to:

- a) **Cautioning.** Cautioning is identified as a verbal reprimand and shall not be recorded. A cautioning shall be administered in private to the Councilmember by the Mayor with the City Manager, Chief of Police, or City Attorney present acting as a witness. If the Mayor is receiving the cautioning, it shall be administered in private to the Mayor by the Mayor Pro-Tem with the City Manager, Chief of Police, or City Attorney present acting as a witness.
- b) **Correction.** Correction is identified as a verbal reprimand and shall be conducted during a public meeting in accordance with the Texas Open Meetings Act. The correction of any Councilmember, including the Mayor, shall be noted in the minutes but will not otherwise be administered in writing. A quorum of the City Council, including the corrected Councilmember, shall be present during the administration of the correction. The City Attorney shall be notified of the correction in advance and shall be present during the administration of the correction.
- c) **Censure.** The act of placing a Councilmember under censure is an official and public reprimand of a Councilmember by the governing body for multiple and/or serious infractions against the Codes.

The censure of any Councilmember, including the Mayor, shall be administered in writing. Censure may last up to 60 days or as appropriately defined by City Council on a case-by-case basis. At the end of the censure period, the censure has expired and shall not be extended. A Councilmember placed under censure may return to a good standing status once their censure period has ended. The body of the City Council may determine to end the censure period of a Councilmember prior to the conclusion of said period at their discretion.

All censure hearings shall be conducted in accordance with the Open Meetings Act and the City Council may adopt a resolution of censure based on clear and convincing facts supporting the allegations of misconduct giving rise to censure. A resolution of censure may include the imposition of sanctions against the Councilmember, such sanctions may include removal from committee assignments and restrictions on representing the City in any official capacity. A censure must be publicly voted on in open session of the City Council and must be passed by a 2/3 supermajority vote. A Councilmember under consideration of censure will not vote on their own censure.



AGENDA ITEM:	9.c) Interlocal Agreement with Comal County
SUBMITTED BY:	CM Rapelye
DATE SUBMITTED:	April 28, 2025
MEETING DATE:	May 7, 2025

AGENDA FORM

ITEM DESCRIPTION/SUMMARY

Option to renew Interlocal Agreement between Comal County, Texas, and the City of Garden Ridge, Texas, regarding the installation and maintenance of No Thru Truck Warning Signage within the Right-of-Way of Unincorporated County-Maintained Roads

BACKGROUND

The original interlocal agreement with Comal County was established in May of 2020. This agreement was a five-year term with an option to renew the agreement for five more years. The agreement provides the ability to install and maintain No Thru Truck Warning Signage within the Right-of-Way of Unincorporated County-Maintained Roads. The City of Garden Ridge would like to continue to mitigate the impact of heavy truck traffic within the City limits. As a result of this renewal to the Interlocal Agreement, the renewal term shall commence on May 28, 2025, and expire on May 28, 2030.

ATTACHMENTS: Renewal and Original Interlocal Agreement with Comal County

REQUESTED ACTION

- | | |
|------------|-------------------------------------|
| Motion | ☒ |
| Discussion | ☐ |
| Ordinance | ☐ |
| Resolution | ☐ |
| Other | ☐ |

FINANCIAL

- | | | |
|-------------------|-------------------------------------|-------------------------------|
| Budgeted Item | ☐ | Original Estimate/Budget: N/A |
| Non-budgeted Item | ☐ | Current Estimate: |
| Not Applicable | ☒ | Amount Under/Over Budget: |

PROs/CONs

As part of the interlocal agreement, the City will still be required to maintain the signage and repair if necessary.

STAFF RECOMMENDATION

Staff recommends approval of the option to renew the Interlocal Agreement between Comal County, Texas, and the City of Garden Ridge, Texas, regarding the installation and maintenance of No Thru Truck Warning Signage within the Right-of-Way of Unincorporated County-Maintained Roads.

**OPTION TO RENEW INTERLOCAL AGREEMENT
BETWEEN COMAL COUNTY, TEXAS, AND THE CITY OF GARDEN RIDGE, TEXAS,
REGARDING THE INSTALLATION AND MAINTENANCE OF NO THRU TRUCK
WARNING SIGNAGE WITHIN THE RIGHT-OF-WAY OF UNINCORPORATED
COUNTY-MAINTAINED ROADS**

This Option to Renew Interlocal Agreement (this “Renewal”) is entered into by and between Comal County, Texas, a political subdivision of the State of Texas (the “County”) and the City of Garden Ridge, Texas, also a political subdivision of the State of Texas (the “City”), under the authority of the Interlocal Cooperation Act, as set out in the Texas Government Code Chapter 791. The County and the City may be referred to individually as “party”, or collectively as the “parties.”

RECITALS

WHEREAS, the County and the City entered into the Interlocal Agreement Regarding the Installation and Maintenance of No Thru Truck Warning Signage within the Right-of-Way of Unincorporated County-Maintained Roads, effective as of May 28, 2020; and

WHEREAS, the parties now desire to renew the Interlocal Agreement for an additional five (5) year term, in accordance with Article III, Paragraph 3.01.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows.

AGREEMENT

1. The parties agree to exercise the option to renew the Interlocal Agreement. This renewal term shall commence on May 28, 2025, and expire on May 28, 2030.
2. All other terms and conditions of the Interlocal Agreement shall remain the same.

(SIGNATURE PAGE TO FOLLOW)

IN WITNESS WHEREOF, this Renewal shall become effective as of the date of the last properly authorized signature.

COMAL COUNTY:

_____, 2025.

COUNTY JUDGE, SHERMAN KRAUSE

ATTEST: COMAL COUNTY CLERK
BOBBIE KOEPP

CITY OF GARDEN RIDGE:

_____, 2025.

MAYOR, ROBB ERICKSON

ATTEST: CITY SECRETARY
MARISA SPENCER

**INTERLOCAL AGREEMENT BETWEEN
COMAL COUNTY, TEXAS, AND THE CITY OF GARDEN RIDGE, TEXAS
REGARDING THE INSTALLATION AND MAINTENANCE OF NO THRU TRUCK WARNING SIGNAGE
WITHIN THE RIGHT-OF-WAY OF UNINCORPORATED COUNTY-MAINTAINED ROADWAYS.**

This Interlocal Agreement is entered into and between Comal County, Texas, a political subdivision of the State of Texas ("County") and the City of Garden Ridge, Texas ("City").

WHEREAS, the City is wishing to mitigate the impact of heavy truck traffic within the City Limits of Garden Ridge; and

WHEREAS, the City wishes to install Texas Manual on Uniform Traffic Control Devices (Texas MUTCD) approved warning signage within the unincorporated portions of the County maintained right-of-way; and

WHEREAS, both the City and County desire to improve operational conditions and the general welfare of the public traveling on County and Garden Ridge roadways; and

WHEREAS, there is a cost to maintain the signage and repair the signage, as needed; and

WHEREAS, this Agreement is made pursuant to and under the provision of Chapter 791, Texas Government Code.

NOW THEREFORE, in consideration of the mutual promises and covenants given and the mutual benefits received, which is hereby acknowledged by Comal County and the City of Garden Ridge, the parties agree as follows:

**ARTICLE I
PURPOSE**

- 1.01 The purpose of this Agreement is to establish the terms and conditions for the installation, maintenance and repair of advanced warning No Thru Truck signage within County right-of-way in advance of the City Limits of the City.

**ARTICLE II
DESIGNATION OF REPRESENTATIVES**

- 2.01 The City hereby appoints the Mayor of Garden Ridge as its Representative under this Agreement. The Mayor shall be the primary point of contact for the County unless the City's Mayor delivers to the County, in writing, a notice designating another individual as its Representative.

- 2.02 The County hereby appoints the Comal County Engineer as its Representative under this Agreement. Should the County appoint another individual to act as its Representative, the County shall notify the City of same in writing. The County Engineer shall be the primary point of contact for the City.

ARTICLE III

TERM

- 3.01 Except as otherwise provided herein, this Agreement shall become effective upon the execution date of the last signatory Party to the Agreement ("Effective Date"). The term of this Agreement is for five years ("Term"). The Parties will have an option to renew at the end of the Term for an additional five-year term.

ARTICLE IV

PARTIES' FINANCIAL COMMITMENT

- 4.01 City shall pay all cost for the construction, installation, maintenance, and repair of signage installed within County right-of-way at the locations shown in Exhibit 'A'.
- 4.02 If repairs are necessary during the Term of the Agreement, the Designated Representatives shall discuss and determine the action and costs associated with making the repairs. An estimate of the costs shall be provided by the County to the City and the City shall authorize said repairs, in writing, before any action to make repairs are taken by the County. Any costs expended by the County in making a repair shall be reimbursed by the City.

ARTICLE V

OBLIGATION OF COUNTY

- 5.01 County will construct and install the advance warning signage as shown in Exhibit 'B' and meet all requirements of the Texas Manual on Uniform Traffic Control Devices.
- 5.02 County will perform routine maintenance on the signage typical of all County maintained signage.
- 5.03 County shall assess any needed repairs and provide a written estimate to the City for any repairs associated with the routine maintenance or damage. During the evaluation of the signage repair or replacement, the City may provide written notice to the County that any sign under review should be removed and eliminated from the agreement inventory shown on Exhibit 'B'.

ARTICLE VI

DEFAULT AND TERMINATION

- 6.01 In the event of a material breach of this Agreement, the non-breaching Party shall give the breaching Party written notice of such breach which shall detail the nature of the breach. The

Party receiving the notice of breach shall be given thirty (30) days to cure the breach. If the breach is not corrected to the satisfaction of the non-breaching Party by the end of the thirty (30) day period, the non-breaching Party may give written notice of termination to the breaching Party and seek to recover damages.

- 6.02 Notwithstanding 6.01, each Party may terminate this Agreement for convenience by giving the other Party ninety (90) days' written notice. Upon termination, any unused funds for routine maintenance will be returned to the City.

ARTICLE VII
ENTIRE AGREEMENT

- 7.01 This Agreement constitutes the entire agreement of the Parties regarding the subject matter of this Agreement and supersedes all previous agreements and understandings, whether written or oral, relating to such subject matter.

ARTICLE VIII
ASSIGNMENT OR TRANSFER OF INTEREST

- 8.01 Neither Party may assign its rights, privileges and obligations under this Agreement in whole, or in part, without prior written consent of the other Party. Any attempt to assign without such approval shall be void.

ARTICLE IX
LEGAL CONSTRUCTION

- 9.01 In case any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalid, illegal, or unenforceable provision shall not affect any other provision hereof, and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

ARTICLE X
COMPLIANCE WITH LAWS AND ORDINANCES

- 10.01 Both Parties shall comply with all federal, state, and local laws and ordinances in connection with the work and services performed under this Agreement.

ARTICLE XI
TEXAS LAW TO APPLY

- 11.01 This Agreement shall be construed under and in accordance with the laws of the State of Texas and venue is proper in Comal County.

ARTICLE XII
AMENDMENT

- 12.01 No amendment, modification, or alteration of the terms hereof shall be binding unless the same be in writing, dated subsequent to the date hereof, and be duly executed by the Parties hereto.

ARTICLE XIII
NOTICES

- 13.01 All notices provided to be given under this Agreement shall be in writing and shall either be personally served against a written receipt therefore or given by certified mail or registered mail, return receipt requested, postage prepaid and addressed to the proper Party at the address which appears below, or at such other address as the Parties hereto may hereafter designate in accordance herewith, unless a provision of this Agreement designates another Party and provides an address. All notices given by mail shall be deemed to have been given at the time of deposit in the United States mail and shall be effective from such date.

If to CITY OF GARDEN RIDGE: Garden Ridge Mayor
 City of Garden Ridge
 9400 Municipal Parkway
 Garden Ridge, TX 78266

If to COMAL COUNTY: Comal County Judge
 Comal County Commissioners Court
 150 N. Seguin Avenue
 New Braunfels, TX 78132

With a copy to: Comal County Engineer
 195 David Jonas Drive
 New Braunfels, TX 78132

ARTICLE XIV
FORCE MAJEURE

- 14.01 Neither Party shall be responsible for delays or lack of performance by such entity or its officials, agents or employees which result from acts beyond that entity's reasonable control including acts of God, strikes or other labor disturbances, or delays by federal or state officials in issuing necessary regulatory approvals and/or licenses. In the event of any delay or failure excused by this Section, the time of delivery or of performance shall be extended for a reasonable time period to compensate for delay.

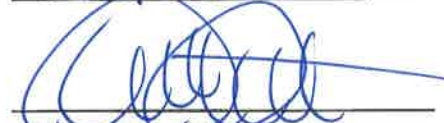
**ARTICLE XV
IMMUNITY**

15.01 No provision of this agreement shall affect or waive any sovereign or governmental immunity available to either party under Federal or Texas law nor waive any defenses or remedies at law available to either party under Federal or Texas law.

IN WITNESS WHEREOF, this Agreement shall become effective as of the date of the last properly authorized signature.

COMAL COUNTY, TEXAS:

MAY 28, 2020


COUNTY JUDGE, SHERMAN KRAUSE

Bobbie Koepf
ATTEST: COMAL COUNTY CLERK
BOBBIE KOEPP



CITY OF GARDEN RIDGE, TEXAS

May 11th, 2020


MAYOR, LARRY THOMPSON

Marisa Spencer
ATTEST: CITY SECRETARY
MARISA SPENCER



AGENDA ITEM:	9.d) Interconnect Agreement with SAWS
SUBMITTED BY:	CM Rapelye
DATE SUBMITTED:	April 28, 2025
MEETING DATE:	May 7, 2025

AGENDA FORM

ITEM DESCRIPTION/SUMMARY

Resolution No. 534-052025 A Resolution of the City of Garden Ridge, Texas, authorizing the Mayor to execute agreement with SAWS for an emergency interconnect for the City of Garden Ridge; authorizing any additional actions reasonably necessary therewith; and providing an effective date.

BACKGROUND

This is an agreement between the City of Garden Ridge (City) and San Antonio Water System (SAWS) for a water connection to SAWS for use in emergency situations. This provides additional resiliency to the City water system as an added water source connection. SAWS will bring the agreement in front of their board for consideration once this signed resolution is received.

ATTACHMENTS: Emergency Interconnection Agreement with SAWS

REQUESTED ACTION

- Motion ☐
- Discussion ☐
- Ordinance ☐
- Resolution ☒
- Other ☐

FINANCIAL

- Budgeted Item ☐ Original Estimate/Budget: \$867,000
- Non-budgeted Item ☐ Current Estimate:
- Not Applicable ☐ Amount Under/Over Budget:

PROs / CONs

Pros: The emergency connection will provide water system resiliency. SAWS is open to discussing wholesale as an option once their system in the area is looped.

Cons: SAWS emergency interconnect water rates are high.

STAFF RECOMMENDATION

Staff recommends approval of Resolution No. 534-052025 A Resolution of the City of Garden Ridge, Texas, authorizing the Mayor to execute agreement with SAWS for an emergency interconnect for the City of Garden Ridge.

RESOLUTION NO. 534-052025

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDEN RIDGE, TEXAS, AUTHORIZING THE MAYOR TO EXECUTE AGREEMENT WITH SAN ANTONIO WATER SYSTEM FOR AN EMERGENCY INTERCONNECT FOR THE CITY OF GARDEN RIDGE; AUTHORIZING ANY ADDITIONAL ACTIONS REASONABLY NECESSARY THEREWITH; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Garden Ridge (the “City”) desires to be able to continue to provide water in the event of an emergency that impacts the City’s water systems; and

WHEREAS, City staff has worked with San Antonio Water System (“SAWS”) to negotiate an agreement to provide water emergency services to the City in the event an emergency arises that impacts the City’s ability to provide water services to its residents; and

WHEREAS, City staff recommends the approval of the agreement, attached as Exhibit A; and

WHEREAS, the City Council finds that executing this agreement is in the best interest of the City.

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

Section 1. The City Council of the City of Garden Ridge, Texas, hereby authorizes the Mayor to execute the agreement, attached as Exhibit A, with SAWS for an emergency interconnect for the City of Garden Ridge.

Section 2. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section 3. All resolutions or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 4. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 5. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.

Section 6. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, Texas Government Code, as amended.

Section 7. This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED AND APPROVED ON this 7th day of May, 2025.

Robb Erickson
Mayor

ATTEST:

Marisa Spencer
City Secretary

EMERGENCY INTERCONNECT AGREEMENT

This Emergency Interconnect Agreement (the “Agreement”) is entered into to be effective on the ____ day of _____ 2025 (the “Effective Date”) by and between the San Antonio Water System Board of Trustees, a water, wastewater, and water reuse utility organized under Article 1115 V.A.T.S, and City Ordinance No. 75686 (the “Indenture Ordinance”), and by and through its President and CEO, Robert R. Puente (“SAWS”) and City of Garden Ridge (the “Requesting Purveyor”), with respect to SAWS providing an emergency interconnect to the Requesting Purveyor under the following conditions:

Whereas, SAWS and the Requesting Purveyor now desire to execute this Emergency Interconnect Contract (2025 Contract); and

Whereas, SAWS and the Requesting Purveyor enter into this Agreement to further the water security of the City of Garden Ridge; and

Now Therefore, the Parties agree as follows:

1. The Requesting Purveyor agrees that SAWS has the obligation to first provide water service to its customers not located in the area to be served through the emergency interconnect. SAWS has the right to not sell water through the emergency interconnect if it has determined that its first priority customers would be adversely impacted. The Requesting Purveyor understands and agrees that SAWS, in its sole discretion, may terminate the emergency interconnect at any time and reject any future emergency interconnects.
2. All emergency interconnections shall be charged the interconnect water service rate and the meter availability fee and billed in accordance with City of San Antonio Ordinance #101684 and as may be amended from time to time and shall be subject to the requirements of the ordinance. Impact fees will not be charged by SAWS for an emergency interconnect.
3. Physical connections to SAWS infrastructure for the emergency interconnect shall be funded entirely by the Requesting Purveyor. The Requesting Purveyor must apply for a Water Connection Permit through SAWS’ Counter Service Division. SAWS must approve the engineering plans and inspect the construction of the connection prior to activating the emergency connection. Construction of the connection must comply with all SAWS’ specifications and regulations. Requesting Purveyor must also obtain all required approvals from the Texas Commission on Environmental Quality, or successor agency (“TCEQ”), prior to construction of the connection. SAWS will provide the Requesting Purveyor with information regarding SAWS’ facilities as required by TCEQ.

4. The Requesting Purveyor has one (1) emergency interconnection points to SAWS distribution system (Attachment 1):
 - Insert Address, Meter Size” Service Line Meter Number ###
5. SAWS shall furnish, operate and maintain, at its own expense the necessary metering equipment and other devices required for properly measuring the quantity of water delivered to the Requesting Purveyor. The SAWS obligations under this Contract shall terminate at the established point of delivery, and the Requesting Purveyor shall be solely responsible for complying with all applicable requirements, including the maintenance of minimum pressure. The Requesting Purveyor will maintain sanitary control over the system downstream of the point of delivery.
6. Activation of the connection is temporary and shall be limited to conditions necessitated by mechanical failure of the Requesting Purveyor’s system.
 - The emergency connection shall not be used as the mechanism to delay repairs or modifications to the Requesting Purveyor’s system.
 - Activation of the connection shall be performed by SAWS staff.
 - Requesting Purveyor shall contact SAWS Emergency Operations Center for activation of the connection by calling 210-704-7297 (210-704-SAWS).
7. Each activation of the emergency interconnect shall not exceed 30 consecutive calendar days. If more than 30 consecutive calendar days are needed to repair the mechanical failure with the system, the Requesting Purveyor shall submit a written request to SAWS. SAWS will then reassess the request to determine if adequate water supply is available for SAWS’ first priority customers and also for the emergency interconnect.
8. Water use from the emergency interconnect, by the Requesting Purveyor, shall be limited to domestic indoor use – not for landscape watering.
9. The Requesting Purveyor shall develop and implement a water conservation plan using the applicable elements of 30 TAC Chapter 288. The Requesting Purveyor agrees to make available a copy of the approved Conservation Plan to SAWS upon request.
10. The emergency interconnect is not intended to serve as a supplemental source due to declining water supply and cannot be used to avoid acquiring additional water supplies or to avoid building redundant infrastructure.
 - The emergency interconnect cannot be used to satisfy any redundancy or back-up infrastructure or water supply requirements, including those that may be prescribed by the Texas Commission on Environmental Quality (TCEQ), or as part of the Requesting Purveyor's Emergency Preparedness Plan under Texas Water Code 13.1394.
 - If the Requesting Purveyor does not have an adequate water supply to meet customer demand, a wholesale connection may be requested, however, SAWS shall

have the discretion to accept or reject such a request.

- A wholesale connection will require an engineering study to determine compatibility with SAWS' master plan, the availability of capacity, and if additional facilities will be required.
- A wholesale connection will require the payment of impact fees.
- A wholesale connection will require that a take or pay wholesale contract be executed between SAWS and the Requesting Purveyor.

11. Liability. Requesting Purveyor shall be solely responsible for any and all claims, damages, deaths, losses, injury, fines, penalties, suits and liability of every kind, including environmental liability, arising from the use, distribution, sale, delivery or discharge of the water provided under this Agreement, whether such use is intended or accidental, or authorized by this Agreement and applicable laws or otherwise. Requesting Purveyor shall be solely responsible for any and all claims, damages, deaths, losses, injury, fines, penalties, suits and liability of every kind arising from or relating to the design, installation, construction, connection, maintenance, operation and modification of the interconnection, regardless as to whether the interconnection was released for service by SAWS.

12. **INDEMNIFICATION.** TO THE EXTENT PERMITTED BY APPLICABLE LAW, REQUESTING PURVEYOR AGREES TO INDEMNIFY AND HOLD HARMLESS THE CITY OF SAN ANTONIO, SAWS, AND THEIR EMPLOYEES, OFFICERS, AGENTS AND REPRESENTATIVES ("CITY/SAWS REPRESENTATIVES") FROM AND AGAINST ANY AND ALL CLAIMS, LOSSES, DAMAGES, FINES, PENALTIES, CAUSES OF ACTION, SUITS, AND LIABILITY OF EVERY KIND, INCLUDING ENVIRONMENTAL LIABILITY, ALL EXPENSES OF LITIGATION, COURT COSTS, AND ATTORNEYS' FEES, FOR INJURY TO OR DEATH OF ANY PERSON, OR FOR DAMAGE TO ANY PROPERTY, ARISING OUT OF OR IN CONNECTION WITH REQUESTING PURVEYOR'S DISTRIBUTION, USE, SALE, DELIVERY AND/OR STORAGE OF THE WATER PROVIDED HEREUNDER, AND/OR THE DESIGN, INSTALLATION, CONSTRUCTION, CONNECTION, MAINTENANCE, MODIFICATION OR OPERATION OF REQUESTING PURVEYOR'S SYSTEM, INCLUDING WHEN CAUSED, IN WHOLE OR PART, BY REQUESTING PURVEYOR, THIRD PARTIES, OR BY THE CONTRIBUTORY NEGLIGENCE OF CITY/SAWS REPRESENTATIVES. IT IS THE EXPRESSED INTENT OF THE PARTIES HERETO THAT THE INDEMNITY PROVIDED FOR IN THIS PARAGRAPH IS AN INDEMNITY BY REQUESTING PURVEYOR TO INDEMNIFY AND PROTECT CITY/SAWS REPRESENTATIVES FROM THE NEGLIGENT ACTS OF THE REQUESTING PURVEYOR, THIRD PARTIES, AND CITY/SAWS REPRESENTATIVES, EXCEPT WHEN CAUSED BY THE SOLE NEGLIGENCE OF CITY/SAWS REPRESENTATIVES.

13. The term of this Agreement commences on the Effective Date and shall remain in full force and effect for a period of ten (10) years beginning on _____ 1, 2025 and shall terminate on _____ 1, 2035.

14. Either party may terminate this Agreement by providing prior written notice to the other with an immediate effective date. This right to terminate may be exercised to apply to any or all of the emergency interconnection sites specified in Sections 4 above. If

the termination applies to less than all of those sites, then this Agreement shall remain in effect for the remaining sites unless subsequently terminated by either party.

IN WITNESS WHEREOF, SAWS AND Requesting Purveyor have duly executed this Agreement as of the Effective Date.

REQUESTING PURVEYOR

By: _____

Name: Robb Erickson

Title: Mayor

SAN ANTONIO WATER SYSTEM

By: _____

Name: Robert R. Puente

Title: President/CEO