



City of Garden Ridge

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

AGENDA CITY COUNCIL REGULAR MEETING WEDNESDAY, DECEMBER 5, 2018, 6:00 P.M.

The Garden Ridge City Council will meet in a regular session on Wednesday, December 5, 2018, at 6:00 p.m. in the City Council Chambers, 9400 Municipal Parkway, Garden Ridge, Texas. This is an open meeting, open to the public, subject to the Open Meetings Law of the State of Texas, and as required by law, notice is hereby posted on November 30, 2018, before 5:00 p.m. providing time, place, date, and agenda thereof. The meeting facility is wheelchair accessible and accessible parking spaces are provided. Requests for accommodations or interpretative services must be made to the City Secretary 48 hours prior to this meeting.

1. Call to Order

2. Roll Call

3. Pledge of Allegiance

4. City/Employee Recognitions/Employee Introductions

- a) Appreciation from Tom Gerald, Garden Ridge resident, recognizing the City's front office staff, Police Department, and on-call Public Works/Water Department.

5. 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. The City Council offers citizens the opportunity to address them by signing up to speak prior to the meeting. If you speak, you follow these guidelines:

- a) Respect and courtesy:
 - i. Direct your comments to the entire City Council, not to an individual member, nor to the audience.
 - ii. Show the City Council the same respect that you would like to be shown.
 - iii. End your speaking at the time allotted below.
- b) Speaking:
 - i. First citizen comment period
 - 1. You are required to sign up to speak.
 - 2. You are limited to one 3-minute period.
 - ii. Business item period
 - 1. You are required to sign up to speak.
 - 2. You are limited to one 3-minute period.
 - iii. Second citizen comment period
 - 1. You are not required to sign up.
 - 2. You are limited to one 2-minute period.
 - iv. State your name and address before your comments begin.
 - v. 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.

6. Consent Agenda

THE FOLLOWING ITEMS MAY BE ACTED UPON IN A SINGLE MOTION. NO SEPARATE DISCUSSION OR ACTION ON ANY OF THESE ITEMS WILL BE HELD UNLESS REQUESTED BY A MEMBER OF CITY COUNCIL. PUBLIC COMMENT ON CONSENT AGENDA ITEMS MAY BE HEARD DURING CITIZEN'S PARTICIPATION, BUT COMMENTS HEARD DURING CITIZEN'S PARTICIPATION DOES NOT MEAN THAT THE ITEM WILL BE CONSIDERED OUTSIDE THE CONSENT AGENDA.

- a) Approval of Minutes:
 - i. November 7, 2018 City Council Regular Meeting
- b) Financial Statement, Summary Report, and Management's Discussion and Analysis of Results of Operations – October 31, 2018.
- c) Release of Marisa Spencer, Interim City Secretary, from 90-day probationary period effective November 24, 2018.

ACTION ON THE CONSENT AGENDA

7. Business Items

The following items are for discussion, consideration and action.

- a) Action on items pulled from the Consent Agenda.
- b) Staff Reports
 - i. City Administrator Monthly Activity Report
 - Community Center usage and financial report, Building Permits issued to date for residential, commercial and minor construction projects, City Council Idea/Suggestions, communication efforts, Citizen Concern/Input, and upcoming events.
 - ii. Police Department Monthly Activity Report
 - Traffic Enforcement, criminal activity within City, and Code Compliance Enforcement.
 - iii. Public Works Monthly Activity Report
 - Street and right-of-way maintenance, drainage facility and easement maintenance, City facility maintenance, Animal Services (domestic and wild), Oak Wilt, Public Works Projects, and City parking lots.
 - iv. Water Department Monthly Activity Report
 - Water pumping/usage from City wells, water system infrastructure maintenance, repairs and/or projects, Water and/or Drought Management (current Watering Stage).
 - v. Library Monthly Activity Report
 - Upcoming events.
- c) City Engineer Projects Status Reports
 - i. CIP Project for 2015
 - 1. Update on Warranty Items
 - 2. Trinity Wells #9 and #10 Project
 - a. Release of Retainage

- ii. Drainage:
 - 1. Sumac Circle
 - 2. Bindseil Lane
 - iii. FM 2252 Sewer and Water Project
 - 1. Upcoming Information Sessions on Pressurized Sewer Systems
 - iv. City of Selma Water CCN
- d) City Commission and Committee Reports/Recommendations/Possible Actions
- i. Planning and Zoning Commission Recommendations and Possible Action:
 - 1. Ordinance 13-122018. An amended comprehensive Planning and Zoning Ordinance for the City of Garden Ridge, Texas; establishes a Planning and Zoning Commission; establishes a board of adjustment; regulates and restricts the use and location of buildings and outbuildings, exterior lighting, fencing and landscaping; includes definitions, divides the City into zoning districts with regulations for each; sets special use permit requirements; sets broadcast and reception antenna rules; adopts a map of the City showing the boundaries and classifications of zoning districts; incorporating sign regulations herein; prescribes a penalty of not less than \$10.00 nor more than \$2000.00 for violation of this Ordinance; and repeals Ordinance 13-062017 adopted on June 7, 2017.
 - a. Receive recommendation to amend Ordinance 13-062017 as follows: 1) Deletion of section 5.1.13. – For purposes of residential construction requiring an Extreme High Voltage electric transmission easement of at least seventy (70) feet from the center of easement and 2) Addition of section 8.7. – For the height and location requirements of flag poles.
 - b. Hold a public hearing to receive comments for or against amending Ordinance 13-062017.
 - c. Take action on amending Ordinance 13-062017 with approval of Ordinance 13-122018.
 - 2. Receive monthly activity update as applicable.
 - ii. Quarry Commission Recommendations and Possible Action:
 - 1. Receive monthly activity update as applicable.
 - iii. Water Commission Recommendations and Possible Action:
 - 1. Receive monthly activity update as applicable.
 - iv. Wildlife Management Advisory Commission Recommendations and Possible Action:
 - 1. Receive monthly activity update as applicable.
 - v. Garden Ridge Parks Committee:
 - 1. Receive monthly activity update as applicable.
 - vi. *Volunteer Garden Ridge!*
 - 1. Receive monthly activity update as applicable.
- e) Approvals/Authorizations/Reports/Discussion
- i. Trapping services for deer management.
 - 1. Review and discuss RMH Exotics, including potential contract.
 - 2. Take action on contract for trapping services and/or possible direction to City staff and/or Commission regarding services and/or contract.

- ii. Authorization for the City Administrator to negotiate contract for Plumbing Inspection Services for the City of Garden Ridge.

f) Updates

- i. Workflow Management Program and Policy – Field Force Manager.
 - 1. Receive a status report.
- ii. City Administrator Report on Projects.
 - 1. Update on remaining CIP projects.
- iii. Mayor's Projects.
 - 1. Communication Report.
 - 2. Citizen Contact Report.
 - 3. City Facility Update.
 - a. Audio/Visual Upgrades and Streaming.
 - 4. Ordinance Revision Process.
 - 5. TxDOT Coordination.
- iv. City Council Projects.
 - 1. Update on Water Rate Study (McCaw with the Mayor).
 - 2. City of Garden Ridge window stickers for vehicles (Erickson).
 - 3. Update on City-funded monument for Paul Davis Park (Bower).
 - 4. Contested Hearing with TCEQ regarding Vulcan Construction Materials, LLC (Arvidson).
 - 5. Adopt a highway program for "Families of Garden Ridge" along FM 2252 (Erickson).

g) Future Agenda Items

8. Citizen Comment Period – limited to 20 minutes total
See "Rules for Citizen's Participation" under Item 5.

9. Reports and Comments from Mayor and City Councilmembers

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

Alamo Area Metropolitan Planning Organization ("AAMPO")
Boy Scouts and/or Girl Scouts
City Commissions (Planning and Zoning, Quarry, Water, and Wildlife Management Advisory)
City of Garden Ridge sponsored events and outreach efforts
Comal ISD/Garden Ridge Elementary
Counties (Bexar, Comal and Guadalupe)
Garden Ridge Lions Club
Garden Ridge Citizen Police Academy Alumni Association/Citizen Patrol
Greater Bexar County Council of Cities
Joint Base Land Use Study-Randolph
Northeast Partnership

10. Executive Session

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

- a) Pursuant to Texas Government Code Section 551.071 – Consultation with Attorney

1. To seek legal advice in connection with settlement negotiations and other issues related to Hanson Aggregates operations, blasting and possible amendments to Ordinance 34.
2. To seek legal advice in connection with deliberating the purchase, lease, exchange, or value of real property and regarding related negotiations for City building projects, and utility projects.

11. Business Items (continued)

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

12. Adjournment

AGENDA NOTICES:

Decorum Required:

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

Action by Council Authorized:

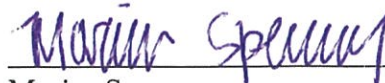
The Council may vote or act upon any item within this Agenda. The Council reserves the right to adjourn into closed session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Title 5, Chapter 551, of the Texas Government Code.

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.

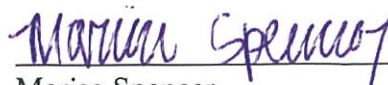
Attendance By Other Elected or Appointed Officials:

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.



Marisa Spencer
Interim City Secretary

This is to certify that I, Marisa Spencer, posted this Agenda at 11:00 a.m. on November 27, 2018, on the bulletin board located at the entrance to the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas.



Marisa Spencer
Interim City Secretary

City Administrator

From: Mayor
Sent: Thursday, November 08, 2018 4:27 PM
To: W Thomas Geraldts
Cc: Building Inspections
Subject: RE: 19830 BAT CAVE ROAD---Garden Ridge City Govt. File

Good afternoon Mr Geraldts,

Thanks so much for your note Sir. I very much appreciate your comments regarding the personal assistance you've received from our Front desk staff, our on-call Public Works/Water Department, and our Police Department. We truly have wonderful and dedicated folks keeping our City running and it's always such a pleasure to receive feedback such as yours. I will be sure to pass on your note to them and their leadership.

Regarding your blueprints – yes Sir, we do have them and other documents for your home on file. Our Building Inspector Mr. Wilbert Lenz has them and will help you with whatever you need. Please contact him (he is cc'd on this email) so he may determine what we can do to help.

Again, thank you for your kind note and contact any of us anytime.
I do hope to see you at a Council meeting, or other event, in the near future.

Sincerely,
larry t

By the way, from one AF Veteran to another – Happy Veteran's Day!

*Larry Thompson
Mayor
City of Garden Ridge
210-651-6632*

From: W Thomas Geraldts
Sent: Wednesday, November 7, 2018 10:51 AM
To: Mayor <Mayor@ci.garden-ridge.tx.us>
Cc: Ron Eberhardt <reberhardt@ci.garden-ridge.tx.us>
Subject: 19830 BAT CAVE ROAD---Garden Ridge City Govt. File

Mayor Thompson:

I have been recovering from total paralysis/10th year as a quad-handicap USAF vet. I've neglected my civic duties here in Garden Ridge!! My apologies. I lead a small Nasdaq company as CEO in my career days. I was a banker for over half my career with Barclays International and Frost.

I am acclimated with procedural rules/parliamentary order, but need to acquaint myself with our City Council Rules of Decorum and Civility Policy. I look forward to observing the meetings at The Chamber. <I managed over 300 employees in San Antonio and many more in other cities/3-states...plus shareholders in USA, CANADA, UK, Scotland>. I was well versed in HR/EEOC/OHSA/HIPAA/OWCP/TDI/CARF. My wife, Carol <my sole caregiver> and I are looking forward to attending the City Council meetings. I'm an vigilant listener.

I attempted the review of the City Water guidelines but I found no specificity covering the subject of my enquiry. The young lady at the front desk answering the phones was very helpful and took care of my inquiry.

My additional request is; 'Does Garden Ridge have on file blue prints for our home @ 19830 Bat Cave Rd.?'

On a further positive note the Garden Ridge Police and Chief Eberhardt are public service reps to the 'T'. They are outstanding and always helpful to my girls/family/friends. Wife had 12-15 vultures invading over a dead armadillo out front...troopers showed up without notice and cleared the unlicensed picnic. My wife had similar experiences with two dead Bambies in front/plus back< Eric was on-the-spot & great each time]!!. Carol had a live 4' coral snake in our empty pool...Troopers showed immediately on Sunday with animal control< Dewayne-tremendous + humane>/recovery on the spot. No kill just catch and release thanks Dewayne.

Troopers have stopped to check why a car door was left open in our driveway or our lights still on inside the vehicles. These guys make ya feel safe/secure/at home. Even the issuing of citations <me rolling thru a stop> was fair/expected. The Chief runs a tight ship. He's just a fine upstanding individual. Thank you.

We can discuss the 'blue print' matter by e-mail or PH 210-455-7850.

RESPECTFULLY

Tom Gerald's



MINUTES
CITY COUNCIL REGULAR MEETING
WEDNESDAY, NOVEMBER 7, 2018, 6:00 P.M.

Councilmembers Present:

Mayor Larry Thompson
Mayor Pro-Tem John McCaw
Councilmember Robb Erickson (arrived at 6:42 p.m.)
Councilmember Bryan Lantzy
Councilmember Todd Arvidson
Councilmember Kay Bower

Councilmembers Absent:

None

City Staff Present:

Nancy Cain, City Administrator
Marisa Spencer, Interim City Secretary
Shannon Del Toro, Court Clerk
Cynthia Trevino, City Attorney
Ron Eberhardt, Police Chief
Royce Goddard, Water Manager
Brad Olivarri, Deputy Water Manager
Steven Steinmetz, Public Works Director
Linda Crosland, Librarian
Karen Ford, Finance/HR

City Commission Representatives Present:

Dr. Jim Miller, Chair, Planning and Zoning Commission
Cynthia Shanahan-Segovia, Chair, Wildlife Management Advisory Commission
David Heier, Chair, Water Commission

Other City Commissioners in Attendance:

David Krawczynski, Vice-Chair, Wildlife Management Advisory Commission
Dawn Hatch, Wildlife Management Advisory Commissioner
Troy Bippert, Wildlife Management Advisory Commissioner
Jeremiah McKinney, Wildlife Management Advisory Commission
David Ringle, Planning and Zoning Commissioner
Karen Diaz, Planning and Zoning Commissioner
Mark Hausheer, Planning and Zoning Commissioner
Kitty Owen, Planning and Zoning Commissioner
Jesse Valdez, Water Commissioner
Wayne Mudge, Quarry Commissioner

1. Call to Order

With a quorum of the City Council members present, Mayor Thompson called the regular meeting of the Garden Ridge City Council to order at 6:00 p.m. on Wednesday, November 7, 2018, in the City Council Chambers of the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas 78266.

2. Roll Call

See above

3. Pledge of Allegiance

Mayor Thompson led the Pledge of Allegiance.

4. City/Employee Recognitions/Employee Introductions

a) Thank you from Martha Stipp, Garden Ridge resident, to Sgt. Osborn, Garden Ridge Police Department.

Nancy Cain, City Administrator, stated a thank you was received from Martha Stipp to Sgt. Osborn for his compassion that he showed to her.

Mayor Thompson thanked the residents for voting. He stated Precinct 205 had the highest number of voters in any precinct in Comal County with 71% voter turnout. He spoke regarding County Commissioner Haag and State Senator Campbell being present on election day because of voter turnout in Garden Ridge.

5. Citizen Comment Period – limited to 30 minutes total

Tony Frasco, 8802 Wild Wind Park, spoke regarding the treatment of three (3) residents by elected officials.

Frankie Friend, 21419 Forest Waters Circle, spoke regarding deer management.

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

Mary Rethman, 9450 Cinchona Trail, spoke regarding deer management, the Wildlife Management Advisory Commission deer counts, and the Garden Ridge Police Department.

Janet Hudson, 20232 Bat Cave Road, spoke regarding wildlife in Garden Ridge.

David Ringle, 9234 Blazing Star Trail, spoke regarding the Wildlife Management Advisory Commission deer counts and deer management.

Shelby Trial, 21657 Forest Waters Circle, thanked the City Council for everything they do.

Karen Diaz, 21010 Gunther Grove, thanked the City Council for all of the time and effort they put in to address all aspects of the City.

6. Consent Agenda

THE FOLLOWING ITEMS MAY BE ACTED UPON IN A SINGLE MOTION. NO SEPARATE DISCUSSION OR ACTION ON ANY OF THESE ITEMS WILL BE HELD UNLESS REQUESTED BY A MEMBER OF CITY COUNCIL. PUBLIC COMMENT ON CONSENT AGENDA ITEMS MAY BE HEARD DURING CITIZEN'S PARTICIPATION, BUT COMMENTS HEARD DURING

CITIZEN'S PARTICIPATION DOES NOT MEAN THAT THE ITEM WILL BE CONSIDERED OUTSIDE THE CONSENT AGENDA.

a) Approval of Minutes:

- i. October 3, 2018 City Council Regular Meeting**
- ii. October 11, 2018 City Council and Wildlife Management Advisory Commission Joint Meeting**

- b) Financial Statement, Summary Report, and Management's Discussion and Analysis of Results of Operations – September 30, 2018.**
- c) Consider the retirement of Royce Goddard, Water Manager, effective December 31, 2018.**
- d) Release of Kat Balbi, Utility Billing Clerk, from 90-day probationary period and receipt of 5% salary increase effective October 16, 2018.**
- e) City of Garden Ridge Certification of Tax Levy for the Tax Year 2018.**
- f) Ordinance No. 18-112018. An Ordinance of the City of Garden Ridge, Texas, establishing regulations for the control and care of animals in the City of Garden Ridge; establishing related service fees; establishing a penalty; providing that this Ordinance shall be cumulative; providing for severability; providing a savings clause; declaring an effective date; and amending Ordinance 18-042018 approved April 4, 2018. (Modification to replace "Ordinance" with "Section" in the last paragraph of Section 6, updating the effective date in Section 39, and reformatting for consistency of City Ordinances. No further changes.)**

ACTION ON THE CONSENT AGENDA

Councilmember Lantzy requested to pull item c) from the consent agenda for further discussion.

Motion: A motion was made by Councilmember Arvidson, seconded by Mayor Pro-Tem McCaw, to approve Consent Agenda items 7 a)-f) with the exception of item c). The City Council voted four (4) for and none (0) opposed. The motion carried unanimously.

7. Business Items

The following items are for discussion, consideration and action.

a) Action on items pulled from the Consent Agenda.

Councilmember Lantzy thanked Royce Goddard, Water Manager, for his hard work throughout the many years he has worked for the City and wished him a great retirement. Mayor Pro-Tem McCaw stated it is not easy to find a person like Royce Goddard that will go the extra mile and that he will be missed. Mayor Thompson also thanked Royce Goddard, stating the City has been blessed and fortunate to have him on the job providing the vision for the City's water system.

Motion: A motion was made by Councilmember Lantzy, seconded by Councilmember Arvidson, to approve Consent Agenda item c). The City Council voted four (4) for and none (0) opposed. The motion carried unanimously.

b) Staff Reports:

i. City Administrator Monthly Activity Report

- Community Center usage and financial report, Building Permits issued to date for residential, commercial and minor construction projects, City Council Idea/Suggestions, communication efforts, Citizen Concern/Input, and upcoming events.**

Nancy Cain, City Administrator, stated she had nothing to add to her report aside from what was provided in the packet.

ii. Police Department Monthly Activity Report

- Traffic Enforcement, criminal activity within City, and Code Compliance Enforcement.

Ron Eberhardt, Police Chief, stated Mayor Thompson notified him of a complaint regarding truck traffic on Bat Cave Road due to a utility project in the area. Chief Eberhardt stated after writing many citations, the company set up a supervisor to reroute their trucks. Chief Eberhardt announced Refuse To Be A Victim Seminar will be held on December 8th and to call the Police Department to sign up. He also announced the Garden Ridge Citizens Police Academy, an eleven (11) week academy on Tuesday evenings, begins on January 22nd and to call the Police Department to sign up.

Mayor Thompson spoke regarding the trucks on Bat Cave Road and thanked the Police Department for their efforts in correcting this behavior. Mayor Thompson encouraged citizens to register for the Refuse To Be A Victim seminar and the Garden Ridge Citizens Police Academy, stating the Citizens Police Academy is a wonderful opportunity to see what our law enforcement officers and others in the area do. He further stated both of these classes are also great opportunities to meet neighbors.

iii. Public Works Monthly Activity Report

- Street and right-of-way maintenance, drainage facility and easement maintenance, City facility maintenance, Animal Services (domestic and wild), Oak Wilt, Public Works Projects, and City parking lots.

Steven Steinmetz, Public Works Director, stated the recycling truck and dumpsters will be moved from Municipal Parkway and the parking lot to the Quarry entrance at the end of Municipal Parkway beginning on the 13th (see attached map). Mayor Thompson stated this change is occurring due to the congestion and potential safety hazards caused by having these in the City parking lots. He also recognized the Quarry for cleaning out rocks and boulders and fencing in the area to be used for dumpsters and recycling.

Mayor Thompson spoke regarding the three (3) dogs currently at animal shelter (see attached). He explained Eric Lowman, Animal Services, does a fantastic job taking care of these animals; however, the shelter is at maximum capacity and he asked Council to spread the word that we have great dogs ready to be adopted.

Councilmember Bower thanked Steven Steinmetz and the Public Works staff for always being available to help and their hard work.

iv. Water Department Monthly Activity Report

- Water pumping/usage from City wells, water system infrastructure maintenance, repairs and/or projects, Water and/or Drought Management (current Watering Stage).

Royce Goddard, Water Manager, stated the new well at the corner of FM 3009 and Schoenthal North is in our CCN but not in the City limits. He also announced the Water Commission Special Meeting will be held on Thursday, November 15 at 9:00 a.m.

Councilmember Bower thanked Royce Goddard and the Water Department staff for helping her during a water incident. Councilmember Arvidson and Mayor Pro-Tem McCaw also thanked Royce Goddard for his hard work throughout his time with the City.

v. Library Monthly Activity Report

- Upcoming events.

Linda Crosland, Librarian, reminded everyone about the Veteran's Day Celebration to be held at City Hall on Friday, November 9. She spoke regarding upcoming lunch-n-learns at the library and added the Library will be closed on Thursday, Friday, and Saturday during the week of Thanksgiving.

c) City Engineer Projects Status Reports:

i. CIP Project for 2015

- 1. Trinity Wells #9 and #10 Project**
- 2. Naco-Loop Water Line Project**

ii. CIP Program recommendations

iii. Drainage:

- 1. Creekview**
- 2. Sumac Circle**
- 3. Bindseil Lane**

iv. Municipal Separate Storm Sewer System (MS4) Report

Dan Mummert, City Engineer, reviewed the project status report (see attached). He also spoke regarding the new well on 3009 and Schoenthal that is out of Garden Ridge City limits but in our CCN. He stated they should have requested an exemption to drill there and suggested the City to look further into this matter. Councilmember Lantzy asked Dan Mummert, City Engineer, for clarification regarding the new sewer line on FM 2252.

d) City Commission and Committee Reports/Recommendations/Possible Actions

i. Planning and Zoning Commission Recommendations and Possible Action:

1. Place 6 vacancy (term expiring September 30, 2020).

a. Receive recommendation for the appointment of David Dauer.

Dr. Miller, Chair, stated they interviewed three (3) excellent applicants at their last meeting and the Commission voted 4-1 to appoint David Dauer to the Place 6 vacancy with term expiring September 30, 2020.

b. Take action on recommendation.

Motion: A motion was made by Councilmember Lantzy, seconded by Mayor Pro-Tem McCaw, to appoint David Dauer to the Planning and Zoning Commission Place 6 vacancy with term expiring September 30, 2020. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

2. Receive monthly activity update as applicable.

Dr. Miller, Chair, stated he believes the City has been looking into bringing in help for the Zoning and Subdivision Ordinance rewrites. He further stated the Commission needs help in getting all of their work together in one document and the Commission is looking forward to adding David Dauer to their team. The City Council discussed the Pegasus study and the three (3) options presented in the study.

ii. Quarry Commission Recommendations and Possible Action:

Mayor Thompson stated the Quarry Commission did not meet in October.

iii. Water Commission Recommendations and Possible Action:

1. Request for reimbursement and/or water bill adjustment for 9622 Primrose Circle.

a. Receive recommendation from Water Commission and Water Manager.

David Heier, Chair, stated this was a complex situation over a long period of time. He stated there was initial damage that the City reimbursed Mr. Moreland for; however, more issues arose later on related to the irrigation system and water softener. Chair Heier stated the Water Commission had a lengthy discussion about this request in their meeting with both Royce Goddard, Water Manager, and Mr. Moreland. The Water

Commission concluded the subsequent events could not be affirmatively linked to the initial damage done by the contractor. The Water Commission recommended for City Council to review this; however, the Water Commission did not have a recommendation to award any monetary reimbursement.

Royce Goddard, Water Manager, reviewed his summary and follow-up investigation which included his recommendation for reimbursement (see attached).

Councilmember Erickson asked for Mr. Moreland to be given the chance to speak. Mr. Moreland spoke regarding his situation and answered questions from the City Council.

b. Take action on recommendation.

Motion: A motion was made by Mayor Pro-Tem McCaw, seconded by Councilmember Erickson, to reimburse Mr. Moreland \$254.11 as stated in the Water Manager's recommendation. The City Council voted four (4) for and one (1) opposed (Councilmember Bower). The motion passed 4-1.

2. Request for water bill adjustment for 8026 Garden North Drive for billings period of July 23, 2018 – August 23, 2018.

a. Receive recommendation from Water Commission.

David Heier, Chair, stated the Water Commission recommended for City Council to review this; however, the Water Commission did not have a recommendation for an adjustment. Mayor Thompson asked if the petitioner was present in the Council Room. Receiving no response from the audience, he concluded the petitioner was not present.

b. Take action on recommendation.

Motion: A motion was made by Councilmember Lantzy, seconded by Mayor Pro-Tem McCaw, to not approve the adjustment. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

3. Receive monthly activity update as applicable.

David Heier, Chair, stated the Water Commission is going on a tour to inspect the City well sites with Royce Goddard, Water Manager, on November 15. Chair Heier advised the Water Commission will be receiving a presentation at their next regular meeting regarding the Comal Trinity Groundwater Conservation District from Larry Hull, President, for their ongoing education program. Chair Heier also reported that each commissioner has agreed to take on topics to improve the Water Department.

iv. Wildlife Management Advisory Commission Recommendations and Possible Action:

1. Companies providing trapping services for deer management.

a. Review and discuss proposals received for trapping services.

Cynthia Shanahan-Segovia, Chair, went over the proposals the Commission received from RMH Exotics and Cherokee Capturing Services. The City Council discussed the proposals and chronic waste disease testing. Councilmember Arvidson thanked the Commission for continuing their hard work on this ongoing issue.

b. Take action on proposal and/or recommendation for trapping services to include possible direction to City staff and/or Commission.

Motion: A motion was made by Mayor Pro-Tem McCaw, seconded by Councilmember Lantzy, to give the City Administrator permission to enter into a contract with RMH Exotics. During the discussion, Councilmember Erickson stated he felt this should not be rushed and would like to see a contract before the City agrees to enter into the contract. Councilmember Arvidson agreed, adding he would not want any

trapping to begin until after the holidays. Councilmember Bower stated either Nancy Cain, City Administrator, or Chair Segovia needs to reach out to the references provided and also clarify the analysis of the Commission's deer counts.

Motion Modified: Mayor Pro-Tem McCaw and Councilmember Lantzy modified the motion to give the City Administrator permission to begin negotiations with RMH Exotics with the intent to present a proposed contract to City Council at the December meeting and for Chair Segovia to look into the references provided. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

2. Receive monthly activity update as applicable.

Cynthia Shanahan-Segovia, Chair, stated she did not have further information to report. Mayor Thompson thanked her for stepping up as Chair of the Commission and thanked the Commission for everything they have done, including their time in researching to find these opportunities.

v. Garden Ridge Parks Committee:

1. Receive monthly activity update as applicable.

Nancy Cain, City Administrator, stated the Parks Committee is currently working on the Christmas Tree Lighting Event that will be held at the Garden Ridge Community and Event Center on Tuesday, December 4th at 5pm to 8pm.

vi. Volunteer Garden Ridge!

1. Receive monthly activity update as applicable.

Mayor Thompson stated there was no update from *Volunteer Garden Ridge!*

e) Approvals/Authorizations/Reports/Discussion

- i. Ordinance No. 162-112018. An Ordinance of the City of Garden Ridge, Texas, establishing a nuisance abatement program for the City of Garden Ridge; declaring junked vehicles a public nuisance; prohibiting the accumulation of garbage, trash, weeds, brush, rubbish, and other matters; establishing general nuisances; setting forth public hearing, abatement, and removal regulations and requirements; establishing criminal and civil penalties for violations; providing that this Ordinance shall be cumulative; providing for severability; repealing Ordinance 27, amendment #1, and all others to the extent they are in conflict; declaring an effective date; and amending Ordinance 162-042011 approved April 6, 2011.**

1. Take action on Ordinance 162-112018.

Mayor Thompson stated Councilmembers received Ordinance 162 prior to the October City Council meeting and that they requested the month of October to do a thorough review of the Ordinance.

Nancy Cain, City Administrator, stated the Ordinance has been reviewed by the City Attorney and meets all statutory requirements.

Motion: A motion was made by Councilmember Lantzy, seconded by Councilmember Erickson, to approve Ordinance No. 162-112018.

During the discussion on the Ordinance, Councilmember Bower asked for clarification regarding the definitions presented in the Ordinance. Cynthia Trevino, City Attorney, stated the way the definitions are currently stated allow prosecutors room to work with them. Councilmember Bower also questioned why the fines amounts were different in two sections. Cynthia Trevino, City Attorney, stated the fine amounts are statutory and cannot be changed by the City.

The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

ii. Agreement for Professional Services with Freese and Nichols, Inc. for on-call planning services to assist Planning and Zoning Commission with the Zoning and Subdivision Ordinance rewrites.

Nancy Cain, City Administrator, stated she spoke with Freese and Nichols, Inc. to provide on-call planning services to assist the Planning and Zoning Commission with the Zoning and Subdivision Ordinance rewrites. She explained the agreement states costs will not exceed \$20,000 for a period of one (1) year and her recommendation is that City Council approves this agreement.

1. Take action on Agreement for Professional Services.

Motion: A motion was made by Councilmember Lantzy, seconded by Mayor Pro-Tem McCaw, to approve the Agreement for Professional Services with Freese and Nichols, Inc. for on-call planning services to assist the Planning and Zoning Commission with the Zoning and Subdivision Ordinance rewrites. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

iii. Discussion of City of Garden Ridge Personnel Policy Manual.

Mayor Thompson stated this has been in work for many months with 19 meetings held and the goal is to provide the Garden Ridge Personnel Policy Manual to City Council in January.

Councilmember Arvidson requested a short recess. Mayor Thompson announced the City Council would recess at 8:17 p.m. and reconvene back into Regular Session 8:20 p.m. The City Council reconvened back into Regular Session at 8:20 p.m.

f) Updates.

i. Workflow Management Program and Policy

1. Receive a status report.

Marisa Spencer, Interim City Secretary, stated the program and policy is a work in progress and thanked Brad Olivarri for his hard work and dedication throughout this project. Mayor Thompson emphasized the importance of the project and expressed his appreciation for the hard work of Ms. Spencer and Mr. Olivarri.

ii. City Administrator Report on Projects.

1. Finalizing remaining CIP funds available for additional projects.

Nancy Cain, City Administrator, stated the City has some remaining CIP funds from 2015 and have taken into account any retainage and unfinished business. Mayor Thompson discussed, in detail, using the remaining 2015 CIP funds for Municipal Parkway restriping, drainage projects, and upgrades for the Garden Ridge Community and Event Center and Paul Davis Park. (see attached). He stated these are high estimates, but the City cannot move forward without City Council approval.

Motion: A motion was made by Councilmember Bower, seconded by Councilmember Lantzy, to approve the use of remaining CIP funds and authorize staff to move forward with what was presented. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

iii. Mayor's Projects.

1. Communication Report.

Mayor Thompson spoke regarding conversations with residents during Coffee with the Mayor where many residents have asked why it is taking so long to proceed with deer management. He also expressed these

residents were previously attacked on social media for stating their opinion on the matter, therefore they have elected to remain silent.

2. Citizen Contact Report.

Mayor Thompson spoke regarding the complaint received about trucks on Bat Cave Road that he passed along to the Chief of Police. Nancy Cain, City Administrator, stated that she and Marisa Spencer, Interim City Secretary, recently took time to show residents how to use the City website. Mayor Thompson thanked them for taking the time to help these residents since this started as a complaint.

3. City Facility Update.

a. Garden Ridge Community and Event Center.

Mayor Thompson stated updating the Garden Ridge Community and Event Center makes it more attractive which leads to higher usage. He also reminded everyone about the brochures for the Garden Ridge Community and Event Center.

b. Audio/Visual Upgrades and Streaming.

Mayor Thompson stated the City has Public Educational Government Funds (PEG Institutional Funds) that have been building over time; however, it is a restricted fund that can only be used for the government to reach and educate the public. With the help of Mr. Trial, the City has been researching educational channels and many companies that could accomplish this goal for the City. Mayor Thompson stated the City is now at the point where negotiations could begin; however, the City needs City Council approval to move forward.

Motion: A motion was made by Councilmember Erickson, seconded by Councilmember Bower, to direct the City Administrator to negotiate to expend PEG funds. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

4. Ordinance Revision Process.

Mayor Thompson stated the next Ordinance in the process is the parks Ordinance with the goal of getting a draft to City Council at the January City Council meeting.

5. TxDOT Coordination.

Mayor Thompson stated he has been talking about the FM 3009 speed limit and Schoenthal Loop over the past few months. He stated at first he was given news that sounded rather positive; however, he was recently told that if the City wants to lower the speed limit on FM 3009 then the City would need to pay for and conduct a traffic study. Mayor Thompson also stated he talked to Commissioner Haag about looking into options for Schoenthal Loop at FM 3009.

iv. City Council Projects.

1. Update on Water Rate Study (McCaw with the Mayor).

Mayor Thompson stated the City received a couple of good solid proposals for the study and one has been selected that is local and cheaper. He expects that within a month the City will have answers for the Water Commission to work with.

2. City of Garden Ridge window stickers for vehicles (Erickson).

Councilmember Erickson stated he is waiting to hear back from the company regarding the price for stickers and will hopefully have that prior to the December meeting.

3. Postal mail issues occurring within the City (Lantzy).

Councilmember Lantzy stated the postal service is attempting to upgrade their education of postal service workers in order to prevent mail delivery issues. Councilmember Bower spoke regarding the inefficiency of the United States Postal Service.

4. Update on City-funded monument for Paul Davis Park (Bower).

Councilmember Bower expressed disappointment in her local source for pictures and information; however, she is still working on this and will hopefully have more information at the December meeting.

5. Contested Hearing with TCEQ regarding Vulcan Construction Materials, LLC (Arvidson).

Councilmember Arvidson stated he spoke with a number of people involved in fighting the Vulcan Quarry and ideas they have. Councilmember Bower suggested contacting Roland Ruiz from Edwards Aquifer Authority as well as a representative from Comal Trinity Groundwater Conservation District concerning water issues related to the Vulcan Quarry. Councilmember Arvidson agreed, stating maybe they would be able to accomplish more than the City would.

6. Tri-County Chamber of Commerce (Arvidson).

Councilmember Arvidson stated he had a conversation about this and still thinks the City is 18-24 months premature of joining the Tri-County Chamber of Commerce.

7. Adopt a highway program for “Families of Garden Ridge” along FM 2252 (Erickson).

Councilmember Erickson stated on Saturday, December 8th at 9:00 a.m. the Families of Garden Ridge adopt-a-highway program will be cleaning along FM 2252 with TxDOT providing the trash bags and vests. He stated if anyone wants to help to send him an email.

g) Future Agenda Items

None.

8. Citizen Comment Period – limited to 20 minutes total

Troy Bippert, 21425 Fairview Circle, thanked City Council for planning to improve Municipal Parkway and everything they do.

David Ringle, 9234 Blazing Star Trail, spoke regarding the Planning and Zoning Commission and improving Municipal Parkway.

9. Reports and Comments from Mayor and City Councilmembers

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

Alamo Area Metropolitan Planning Organization (“AAMPO”)

Boy Scouts and/or Girl Scouts

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

City of Garden Ridge sponsored events and outreach efforts

Comal ISD/Garden Ridge Elementary

Counties (Bexar, Comal and Guadalupe)

Garden Ridge Lions Club

Garden Ridge Citizen Police Academy Alumni Association/Citizen Patrol

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

Mayor Pro-Tem McCaw spoke regarding the 4th Annual Christmas Tree Lighting that will be held on Tuesday, December 4 from 5:00 p.m. to 8:00 p.m. at the Garden Ridge Community and Event Center.

10. Executive Session

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

a) Pursuant to Texas Government Code Section 551.071 – Consultation with Attorney

- 1. To seek legal advice in connection with settlement negotiations and other issues related to Hanson Aggregates operations, blasting and possible amendments to Ordinance 34.**
- 2. To seek legal advice in connection with Plaza Oaks water services agreement.**
- 3. To seek legal advice in connection with deliberating the purchase, lease, exchange, or value of real property and regarding related negotiations for City building projects, and utility projects.**
- 4. To seek legal advice on pending or contemplated litigation related to dismissal of terminated employee.**

Mayor Thompson announced the City Council will recess at 9:33 p.m. and reconvene into Executive Session at 9:40 p.m., in accordance with Texas Government Code Section 551.071, to consult with the City Attorney on the four (4) items stated above.

Mayor Thompson adjourned the Executive Session and reconvened back into Regular Session at 10:05 p.m.

11. Business Items (continued)

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

Mayor Thompson announced there is no action to be taken.

12. Adjournment

Motion: A motion was made by Councilmember Erickson, seconded by Mayor Pro-Tem McCaw, to adjourn. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously. There being no further business, the Wednesday, November 7, 2018, City Council regular meeting was adjourned at 10:05 p.m. by Mayor Thompson.

Larry Thompson
Mayor

ATTEST

Marisa Spencer
Interim City Secretary

①

**SIGN IN TO SPEAK AT THE NOVEMBER 7, 2018
CITY COUNCIL REGULAR MEETING
CITIZEN COMMENT PERIOD**

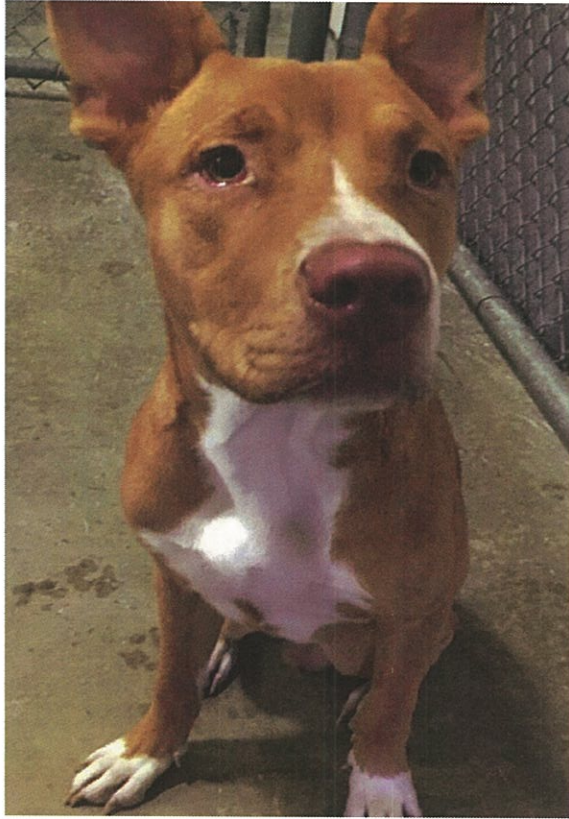
Rules for Citizens' Participation:

The City Council welcomes citizen participation and comments at all City Council Meetings. The City Council offers citizens the opportunity to address them by signing up to speak prior to the meeting. If you speak, you follow these guidelines:

- a) Respect and courtesy:
 - i. Direct your comments to the entire City Council, not to an individual member, nor to the audience.
 - ii. Show the City Council the same respect that you would like to be shown.
 - iii. End your speaking at the time allotted below.
- b) Speaking:
 - i. First citizen comment period
 - 1. You are required to sign up to speak.
 - 2. You are limited to one 3 minute period.
 - ii. Business item period
 - 1. You are required to sign up to speak.
 - 2. You are limited to one 3 minute period.
 - iii. Second citizen comment period
 - 1. You are not required to sign up.
 - 2. You are limited to one 2 minute period.
 - iv. State your name and address before your comments begin.
 - v. 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*

NAME	ADDRESS	SUBJECT
✓ 1. Tony FRASCO	8802 Wild Wind Park	MANY
✓ 2. FRANKIE Friend	21419 FOREST WATERS CIR	Deer
✓ 3. Martha Stipp	21007 Cedar Branch	deer
✓ 4. Mary Rethman	9450 Cinchona Trl	deer
✓ 5. Janet Hudson	20332 Bat Cave Rd	Deer
✓ 6. David C. Ringle	9234 Blazing Star Trl	Deer Counts
✓ 7. SHELBY TRICAL	21657 FOREST WATERS CIR.	CITY COUNCIL
✓ 8. KAREN DIAZ	21010 Gunther Grove	City Council
9.		
10.		



Cap
9 months old
neutered male



Spud
18 months old
neutered male



Duke
7 months old
neutered male



memorandum

To: Garden Ridge City Council
Cc: Ms. Nancy Cain, City Administrator – City of Garden Ridge
From: Mr. Patrick Lackey, P.E./Mr. Daniel Mummert, P.E. – Trihydro Corporation
Date: October 29, 2018
Re: Trihydro Corporation – Engineering Report November 2018 Meeting

1. 2015 CIP Street, Water and Drainage Project – Qro-Mex Construction
 - Trihydro conducted a project walkthrough with the Public Works Director and prepare a list of repair items.
 - Trihydro provided pre and post construction documentation to support evaluation of the concerns raised by the property owner at 9622 Primrose.
2. Wells 9 & 10 and Booster Pump Facility – Pesado Construction
 - Trihydro reviewed the outstanding punch list items. The topsoil has been placed; however, there are multiple areas that require modification to alleviate ponding. We are working with the contractor to resolve final site grading.
 - Trihydro coordinated a meter calibration test with Fluid Meter Service Corporation to confirm the meters are providing accurate readings. The test confirmed the master meter is providing accurate readings for payment to the Comal Trinity Groundwater Conservation District.
3. Naco Loop Water Line (Winco) – Wauter's Engineering
 - Wauter's Engineering submitted the final pay request including the retainage release. We are completing the close-out documents pending receipt of the redline drawings.
4. FM 2252 TxDOT Project
 - No update from TxDOT this month.



5. FM 2252 Sewer and Water Project

- CCMA provided plans for a proposed driveway crossing their easement at the intersection of Schertz Parkway and Lookout Road. We are working with CCMA to evaluate potential impact to the Garden Ridge wastewater system outfall.
- Trihydro met with City Staff and Robert Henderson on October 22 to review funding scenarios and evaluate the project scope.

6. Creekview Drainage

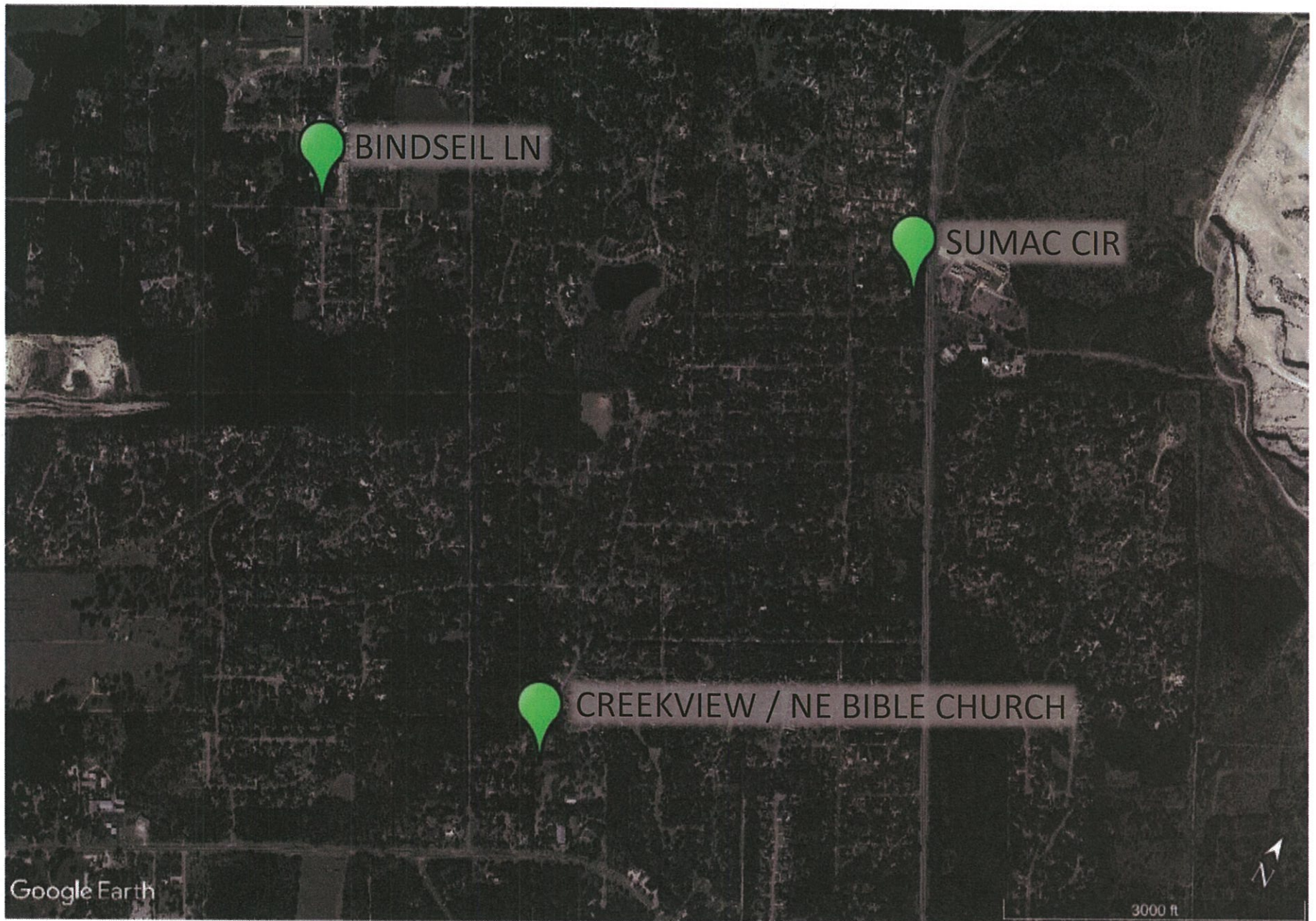
- Trihydro met with Northeast Bible Church and the Public Works Director to review potential modifications to their detention pond on October 10, 2018. Northeast Bible Church is currently evaluating site drainage and requested no changes be made until they complete their analysis.

7. Municipal Separate Storm Sewer System (MS4) Report

- Trihydro is assisting the Public Works Director with compiling the data to submit the annual MS4 Texas Pollutant Discharge Elimination System report to the Texas Commission on Environmental Quality. This is a reporting requirement for the City to monitor water quality at the locations where stormwater is discharged at the City limits.

8. Parks Projects

- Trihydro met with members of the Parks Committee and the Public Works Director on October 25 to review potential project feasibility and costs.



DRAINAGE UPDATE

To: Mayor and City Councilmembers
Subj.: Mr. James Moreland, 9622 Primrose Circle.

Date: Oct. 25, 2018

Mr. Moreland is seeking reimbursement for expenses for repairs that he claims happened due to the construction for the water line replacement on Primrose Circle in March and April of 2017.

Mr. Moreland had some repairs done to his Reduce Pressure Zone (RPZ) backflow device on June 5, 2017. It was found that some PVC pipe cuttings were inside his RPZ. Mr. Moreland received \$75.00 reimbursement for this valid repair. The following month on July 14, 2017, Mr. Moreland again had a problem on his RPZ, a 90* elbow was leaking, (It was not leaking the prior month). It was repaired and Mr. Moreland received \$100.00 reimbursement for this invalid repair.

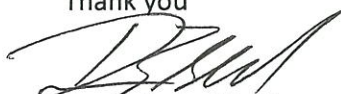
In March 2018, Mr. Moreland noticed an increase in his water usage after receiving his February water bill. (See item #5). On April 4, 2018 a computer readout was completed that showed there was a leak somewhere on Mr. Moreland's property. It also showed that Mr. Moreland's irrigation system ran for two days. On April 3, 2018, using 8,391.15 gallons and on April 4, 2018, using 7,530.49 gallons. (See item # 6). Mr. Moreland states in his letter that his irrigation system was shut-off at the control box and the backflow device. A picture supplied by Mr. Moreland, taken on April 14, 2018 shows that the backflow device is in the on position. (See photo #4).

On April 12 2018, Christopher Graef and Duane Scognio went to Mr. Moreland's house due to a call from him about a high water bill. The City workers investigated the problem and found a wet area around the meter box. Upon removing the meter box, they noticed an old meter box lid was placed on its edge between the neighbor's valve box and the front side of a galvanized 90* elbow. It was not placed on the elbow as Mr. Moreland stated.

On October 29, 2018, Brad Olivarri was sent out to look to see if he could find the missing Pressure Reducing Valve (PRV). Brad located it next to the backflow device. (See pictures #24, #25 and #26) Therefore any claims for excessive pressure or usage due to the contractors removing Mr. Moreland's PRV are null and void. The rock-saw that was used during construction, if it had fully hit the old main it would have torn out all the water lines and meters. It would not have shaken the lines for 5 minutes as Mr. Moreland stated.

The only item that I could not positively confirm or deny was Prolific Irrigation for the irrigation heads. I feel that this is a valid claim and recommend reimbursement for \$254.11.

Thank you



Royce E. Goddard
Water Manager



PHOTO #24

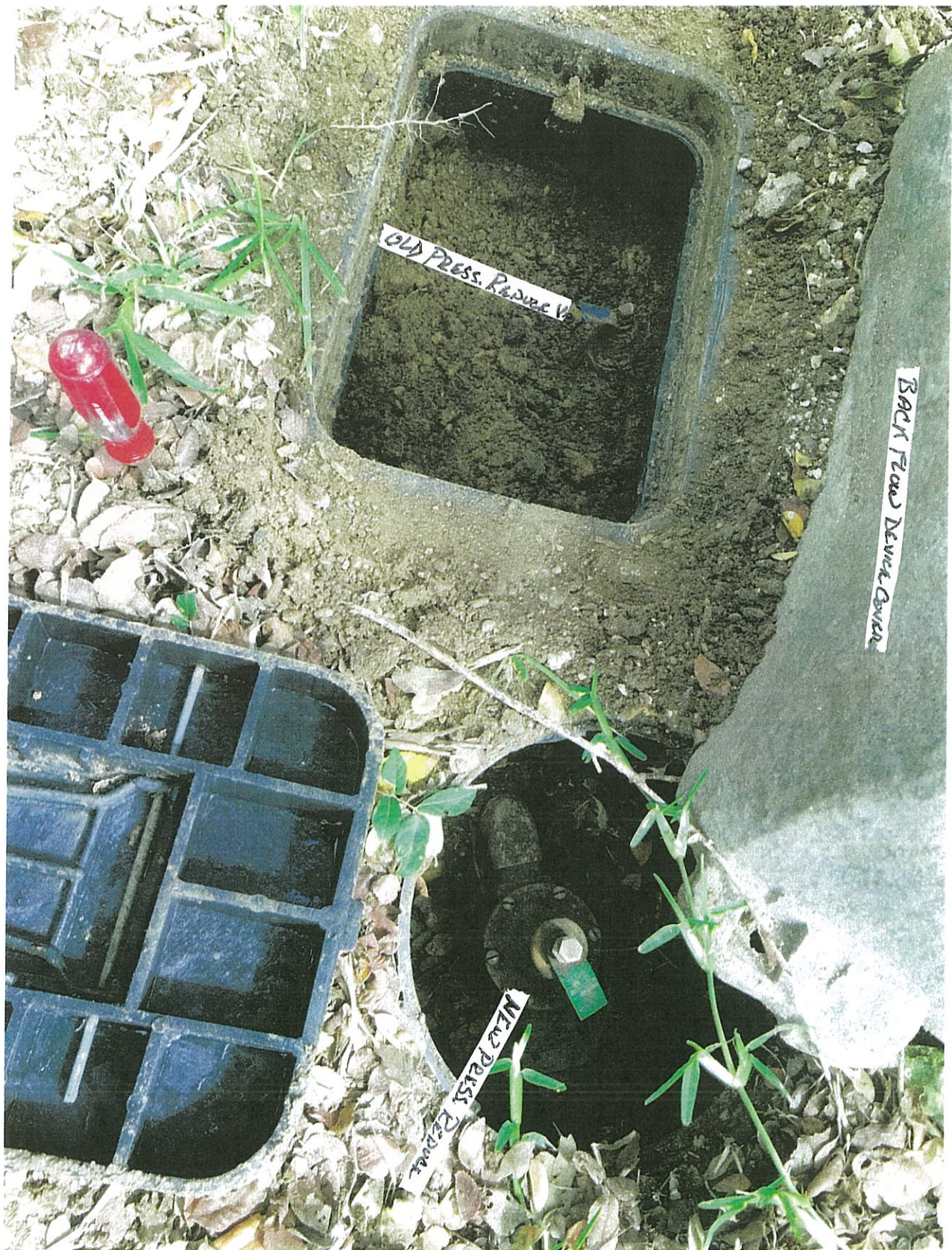


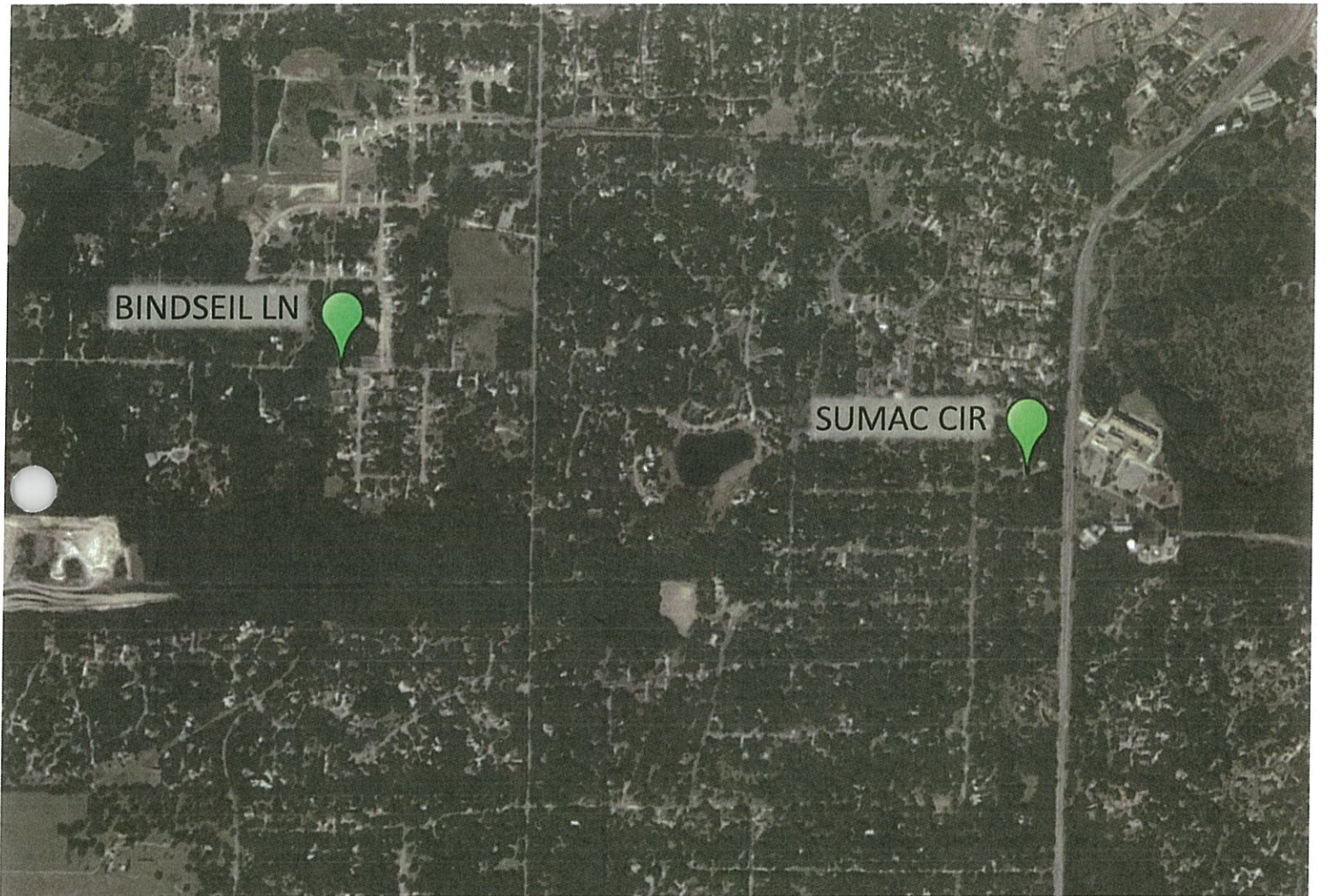
PHOTO #25



OLD PRESSURE REDUCING VALVE PHOTO #26

Remaining 2015 CIP Funds

	<u>Estimated Costs</u>	<u>Projects</u>
	\$ 158,674.69	Balance at 10/30/18
-	\$ 7,459.69	Outstanding Engineering Fees
-	\$ 8,000.00	Municipal Parkway Restriping
-	\$ 55,000.00	Drainage Projects
-	\$ 32,215.00	Community Center
-	<u>\$ 56,000.00</u>	Paul Davis Park
	\$.00	



DRAINAGE PROJECTS

Community Center Projects

General

Lights in Wildflower room	\$11,000
Loft staircase	\$1,400
Two-Compartment kitchen sink	\$1,700
Exterior serving window counter	\$1,200
<u>Cuppola plexiglass replacement panels</u>	<u>\$800</u>
Total	\$16,100

Bluebonnet Room

3'x5' Granite remnant for old TV alcove (@\$15 sq')	\$600
36" Vanity for bathroom	\$500
Coat rack (also for bridal party changing)	\$65
Blinds for (4) 3'x3' windows (@\$50 per set)	\$510
Security Camera & Installation	\$500
Paint and supplies	\$200
Replace all ceiling acoustic tiles	\$400
Replacement entry door	\$2,000
50" Smart TV	\$350
Alcove light & switch	\$150
Reticulating TV mount	\$40
Exterior awning	\$1,600
Electrical work for TV relocation	\$200
<u>Replace flooring</u>	<u>\$9,000</u>
Total	\$16,115

Grand Total

\$32,215

PARK SURVEY RESULTS

The data shown below are the results of 306 paper and electronic survey responses from Garden Ridge residents in 2015.

Summary of Parks Survey Citizen Input

Rank	Survey Category	1st Place Votes	Citizen Rank as a % of Total 1st Place Votes	Total Votes	Citizen Rank as a % of Total Votes	Rank	Survey Category
1	Nature Trails	112	36.7%	189	6.3%	5	Nature Trails
2	Update Park	38	12.5%	235	7.9%	1	Update Park
3	Playgrounds	37	12.1%	196	6.6%	4	Playgrounds
4	Splash Pad	22	7.2%	179	6.0%	7	Splash Pad
5	Organized Activities	16	5.2%	212	7.1%	2	Organized Activities
6	Multi-Purpose Athletic Fields	14	4.6%	173	5.8%	8	Multi-Purpose Athletic Fields
7	Bike Racks	13	4.3%	153	5.1%	11	Bike Racks
8	Activities Director	10	3.3%	183	6.1%	6	Activities Director
9	Additional Parks	9	3.0%	202	6.8%	3	Additional Parks
10	Frisbee Golf	8	2.6%	139	4.7%	13	Frisbee Golf
11	Lights	7	2.3%	168	5.6%	9	Lights
12	Tennis Court	6	2.0%	137	4.6%	14	Tennis Court
13	Reservations	3	1.0%	143	4.8%	15 T	Skateboard Ramp
14	Skateboard Ramp	3	1.0%	129	4.3%	18	Camping
15	Camping	3	1.0%	123	4.1%	12	Reservations
16	Basketball Court	2	0.7%	161	5.4%	10	Basketball Court
17	Game Tables	2	0.7%	127	4.3%	17	Game Tables
18	Picnic Shelters	0	0.0%	129	4.3%	15 T	Picnic Shelters



Paul Davis Park Priority Improvements List.

- (1) Nature trails: Hire Cedar Eaters clear out the trails and mulch the excess debris left from the clearing. (\$ 21,000)**
- (2) Playground area: Build up retaining wall on the side facing pavilion 2 and regrade around area to direct surface runoff too creek. Purchase drivable pavers or a Geocell matt to prevent erosion of the area. Add a French drain for playground water runoff. (\$ 5,000)**
- (3) Basketball pad: Install a 30'x 30' concrete basketball pad with backboard and hoop adjacent to the baseball diamond. (\$ 10,000)**
- (4) Seal coat and restripe parking lot. (\$ 3,000)**
- (5) Improve the seating areas at both pavilions by extending the pavilions toward the creek direction while keeping out of the 100-year flood plain. Pavilion two would be the first one worked on. (\$ 10,000)**

Total cost with a ten percent contingency is

\$ 56,000

Garden Ridge Community Center Repairs/Upgrades

Priority legend: 1 = Immediate, 2 = Must do, 3 = Should do, 4 = Long term, Completed

Completed	Task	Building feature	Area	Priority	By	Cost	Hours
	(Interior) Upgrade to LED lights.	Electrical	Wildflower room	1	electrician	\$11,000.00	24
Completed	(Interior) Install end caps for automatic door opener.	Mechanical	front doors		Staff	(\$86.17)	1
Completed	(Interior) Paint interior exhaust fan covers.	Mechanical	Wildflower room		Staff	Labor	1.5
Completed	(Interior) Raise the roll up door chain mounts.	Mechanical	Wildflower room		Staff	Labor	2
Completed	(Interior) Install exit sign over back door.	Electrical/Safety	Wildflower room		electrician	(\$25.00)	2
	(Interior) Install 3 fire extinguisher with cabinets	Safety	Building	1	Consultant	1,034	2
	(Interior) Install new kitchen sink.	Plumbing fixture	kitchen	4	Staff	\$1,700.00	2.5
	(Interior) Install new kitchen floor mats.	Safety	kitchen		Staff	(\$200.00)	0.5
Completed	(Interior) Install new toilet paper dispenser's.	building hard where	Bathrooms	4	Staff	\$200.00	3
	(Interior) Repair door bottom gaskets.	building hard where	Building	2	Staff	\$150.00	8
	(Interior) Add 5 light switches, Bluebonnet room, Kitchen, BBQ room.	Electrical	Building		Electrician	(\$1,225.00)	5
Completed	(Interior) Replace lights in upper ceiling space/cupola.	Electrical	Wildflower room		electrician	(\$1,072.00)	4
Completed	(Interior) Replace water heater add expansion tank.	Plumbing fixture	BBQ room	1	staff/plumb	(\$800.00)	3
Completed	(Interior) Clean mop room.	safety	BBQ room		staff	\$0.00	4
	(Interior) paint blue bonnet room.	Decorative	Blue Bonnet Room	2	staff	\$200.00	16
	(Interior) Add security camera to blue bonnet room.	Electrical	Blue Bonnet Room	3	contractor	\$500.00	4
	(Interior) Add flat screen tv with wall mount and sound bar in blue bonnet room.	Mechanical	Blue Bonnet Room	3	staff	\$1,000.00	5
	(Interior) Replace flooring in bluebonnet room.	Decorative	Blue Bonnet Room	1	contractor	\$8,000.00	24
	(Interior) Add blinds or tint to door and windows in the blue bonnet room.	Decorative	Blue Bonnet Room	3	staff	\$550.00	2
	(Interior) Replace 2 counter tops	Structural	Wildflower room	3	contractor	\$1,700.00	8
	(Interior) Install electrical outlet for wall mounted tv in bluebonnet room	electrical	Blue Bonnet Room	1	electrician	\$200.00	2
	(Interior) Replace commercial door	Structural	Blue Bonnet Room	2	contractor	\$1,700.00	2
	(Interior) install 3'x 5' granite remnant for old TV alcove 16 Sqft	Decorative	Blue Bonnet Room	4	contractor	\$700.00	4
	(Interior) 36" vanity for bathroom	Decorative	Blue Bonnet Room	4	staff	\$500.00	4
	(Interior) Coat rack (also for bridal party changing)	Decorative	Blue Bonnet Room	3	staff	\$65.00	1
	(Interior) replace ceiling tiles	Decorative	Blue Bonnet Room	4	staff	\$400.00	8
	(Interior) loft staircase	Structural	storage area	7	staff	\$1,400.00	8
	(Interior) Grab bars for bathroom ADA compliance	Structural	Blue Bonnet Room	1	staff	\$100.00	4
					Total	\$27,690.83	154.5
Completed	Task	Building feature	Area	Priority	By	Cost	Hours
	(Exterior) Reduce air leaks at the top of the roll up doors.	Mechanical	BBQ room	2	Staff	\$100.00	4
	(Exterior) Mortar far right Colum that has cracks at the bottom.	Structural	left patio	2	Staff	\$15.00	2
Completed	(Exterior) Remove mildew and stains from guttering and stone work.	Structural	Building	3	Staff	0	3
	(Exterior) remove rust and paint metal beams around windows.	Structural	Building	2	Staff	\$20.00	2
	(Exterior) Build an awning over bluebonnet room entrance.	Structural	Building	2	contractor	\$1,600.00	8
Completed	(Exterior) Install lights to shine on the community center name.	Electrical	Building		electrician	(\$1,025.00)	3
	(Exterior) Clean and paint rusted areas under roof>	Structural	Building	2	Staff	\$200.00	6
	(Exterior) Replace fiberglass panels on the cupola.	Structural	Building	3	Staff	\$800.00	16
	(Exterior) Eliminate air leaks around the fiberglass cupola panels.	Structural	Building	3	Staff	\$20.00	3
	(Exterior) service window counter.	Structural	Building	4	contractor	\$1,200.00	6
					Total	\$2,930.00	53
Completed	Task	Building feature	Area	Priority	By	Cost	Hours
	(landscape) Rebuild retention wall at the end of main patio. Purchase 60 blocks	Decorative	Patio	3	Staff	\$200.00	12
	(landscape) Repaint concrete benches earth tones.	Decorative	Patio	4	Staff	\$20.00	1
	(Landscape) Plant deer resistant plants.	Decorative	Patio	4	Staff	\$50.00	2
	(Landscape) Install lights to shine on city sign located on Municipal Parkway.	Electrical	Median	4	staff	\$150.00	4
	(Landscape) Delineate the letters on city sign for library and community center	Decorative	Median	4	Staff	\$20.00	2
	(Landscape) Repaint the video sign unit at front entrance on Municipal Parkway.	Decorative	Median	2	Staff	\$20.00	2
					Total	\$460.00	23
					Paid	(\$4,433.17)	
					Grand Total	\$31,080.83	230.5

CITY OF GARDEN RIDGE
MONTHLY ACCOUNT BALANCES & INTEREST RATES
PERIOD ENDED AS OF 10/31/2018

CITY FUNDS	BALANCE	CURRENT INTEREST RATE
GF OPERATING ACCOUNT	\$ 184,416.03	0.00%
GF MONEY MARKET	93,438.30	0.25%
PEG CAPITAL FEES	109,676.47	0.25%
TEXPOOL INVESTMENTS	1,799,081.86	0.2144%
2009 I&S	3,506.33	0.05%
2009 REFI	3,463.44	0.05%
2012 I&S	166,764.21	0.25%
2012 REFI	5,896.71	0.05%
2015 I&S	13,696.74	0.10%
WATER IMPACT FEES	164,630.94	0.25%
TEXPOOL WATER IMPACT FEES	1,669.15	0.2144%
STREET IMPACT FEES	25,352.23	0.15%
TEXPOOL STREET IMPACT FEES	32,036.02	0.2144%
CONSTRUCTION BOND	136,603.78	0.20%
TEXPOOL WATER RIGHTS	5,041.35	0.2144%
TEXPOOL 2015 CIP PROJECT	386,323.44	0.2144%
2015 CIP PROJECT	82,949.39	0.20%
ASSET/FORFEITURE - STATE	97.86	0.16%
ASSET/FORFEITURE - FED	278,090.07	0.25%
TOTAL CITY FUNDS	\$ 3,492,734.32	

WATER FUNDS	BALANCE	CURRENT INTEREST RATE
TEXPOOL WATER INVEST	\$ 1,280,161.59	0.2144%
WATER SURCHARGE	145,130.67	0.25%
OPERATING ACCOUNT	355,490.73	0.25%
TOTAL WATER FUNDS	\$ 1,780,782.99	

TOTAL ALL ACCOUNTS	\$ 5,273,517.31	
---------------------------	------------------------	--

CITY OF GARDEN RIDGE
CASH & INVESTMENTS STATEMENT
PERIOD ENDED AS OF 10/31/2018

GENERAL FUND	BALANCE
GF Operational Checking	\$ 184,416.03
GF Money Market	93,438.30
TexPool Investments	1,799,081.86
Restricted Amounts	(173,671.05)
TOTAL General Fund Balance	\$ 1,903,265.14

WATER FUND	BALANCE
Operational Checking	\$ 355,490.73
TexPool Water Invest	1,280,161.59
Restricted Amounts	(161,186.01)
TOTAL Water Fund Balance	\$ 1,474,466.31

CITY OF GARDEN RIDGE
 STATEMENT OF ACTIVITIES
 CURRENT AND YEAR TO DATE AS OF 10/31/2018

GENERAL FUND	Oct-18	YTD	FY 2018 BUDGET	% OF BUDGET	BUDGET BALANCE
REVENUES	\$ 51,148.38	\$ 51,148.38	\$ 2,805,533.00	1.8%	\$ 2,754,384.62
EXPENDITURES					
ADMINISTRATION	43,147.09	43,147.09	817,682.00	5.3%	774,534.91
COURT	10,440.75	10,440.75	81,445.00	12.8%	71,004.25
POLICE	117,426.43	117,426.43	1,275,118.00	9.2%	1,157,691.57
PUBLIC FACILITIES	37,474.04	37,474.04	535,463.00	7.0%	497,988.96
COMMUNITY CENTER	6,711.47	6,711.47	56,292.00	11.9%	49,580.53
LIBRARY	6,785.91	6,785.91	96,699.00	7.0%	89,913.09
FUND CHANGES/XFER	-	-	-	0.0%	-
TOTAL EXPENDITURES	221,985.69	221,985.69	2,862,699.00	7.8%	2,640,713.31
REVENUE +/- EXPENDITURES	\$ (170,837.31)	\$ (170,837.31)	\$ (57,166.00)		\$ 113,671.31

WATER FUND	Oct-18	YTD	FY 2018 BUDGET	% OF BUDGET	BUDGET BALANCE
REVENUES	\$ 83,077.02	\$ 83,077.02	\$ 1,673,300.00	5.0%	\$ 1,590,222.98
EXPENDITURES	78,376.79	78,376.79	1,161,893.00	6.7%	1,083,516.21
REVENUE +/- EXPENDITURES	4,700.23	4,700.23	511,407.00		506,706.77
BALANCE SHEET PMTS					
BOND PRINCIPLE PMTS	-	-	419,700.00		419,700.00
AUTO LEASE PMT	-	-	22,620.00		22,620.00
NET POSITION	\$ 4,700.23	\$ 4,700.23	\$ 69,087.00		\$ 64,386.77

CITY OF GARDEN RIDGE
STATEMENT OF ACTIVITIES - COMMUNITY CENTER
PERIOD ENDED AS OF 10/31/2018

REVENUES	YTD
RENTALS	\$ 3,050.00
DEPOSITS	2,275.00
CLEAN-UP FEES	-
DEPOSITS REFUNDED	(1,875.00)
DONATIONS	-
TOTAL REVENUES	<u>3,450.00</u>
 EXPENDITURES	
PAYROLL/TAXES/RETIREMENT	416.42
MANAGER FEES	1,496.25
COMPUTER/INTERNET	112.17
TELEPHONE	47.00
UTILITIES	573.14
MAINTENANCE	1,554.38
SUPPLIES	113.11
CLEANING	450.00
EQUIPMENT	74.00
MARKETING	-
DONATION EXPENDITURES	-
FACILITY ENHANCEMENTS	-
TOTAL EXPENDITURES	<u>4,836.47</u>
 NET POSITION	<u><u>\$ (1,386.47)</u></u>

Management's Discussion and Analysis of Results of Operations – October 2018

GENERAL FUND

Cash

The Pre-Audit unrestricted fund balance is \$1,903.3k.

Revenue

Ad valorem is paid to the City 30 days after the end of the month. October ad valorem will be received in November.

Sales tax is paid to the City 60 days after the end of the month. October sales tax will be received in December.

Building permits YTD are currently at \$8.1k of the \$130k budgeted for FY19.

The City's YTD trash collections of \$5.7k. The FY19 budget is \$72k.

Expenditures

All departments are operating within the FY19 budget.

WATER FUND

Meters

Current meters for October 2018 total 1623 vs 1596 for October 2017.

Cash

The Pre-Audit unrestricted fund balance is \$1,474.5k.

Revenue

YTD revenue is \$83.1k vs the previous year at \$101.3k, that's a 18% decrease YOY. Total revenue is at 5% of the FY19 budget.

Water sales YTD are \$73.9k or 4.8% of the \$1,530k FY19 budget, compared to \$89.5k or 6.6% of the FY18 budget.

No Meter sales received for October.

Expenditures

The Water department is operating within the FY19 budget.

Interest & Sinking Fund

Revenue

Ad Valorem tax for October will be received in November.

Expenditures

Next bond payment due in February 2019.

Capital Improvements Fund

Cash Balance

The CIP project fund balance is \$207.6k.

Water Impact fee balance is \$166.2K.

Street Impact balance is \$57.3k.

Revenue

Interest earned on the CIP funds YTD is \$827.

Asset Seizure Fund

Cash Balance

The restricted fund balance is \$278.1k.

Revenue

Revenue was received in the amount of \$1.4k.

Expenditures

No expenditures were made during October 2018.

Summary

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



City of Garden Ridge

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

November 27, 2018

To: Mayor Thompson and City Council

From: City Administrator Cain

Effective November 24, 2018 Marisa Spencer completed her 90 day probationary period as the Assistant City Secretary for the City of Garden Ridge. Miss Spencer has demonstrated that she is a quick learner, resourceful and highly capable of performing the duties of the Assistant City Secretary. She served as Assistant City Secretary from August 27, 2018 until her appointment as Interim City Secretary on October 3, 2018. During her tenure as Interim City Secretary she has continued to demonstrate her resourcefulness and her ability to learn quickly. Miss Spencer is professional, friendly and helpful to the public and her co-workers.

I believe Miss Spencer is a very strong asset to the City of Garden Ridge and recommend that she be released from the 90 day probationary period effective November 24, 2018.

Respectfully,

Nancy Cain
City Administrator

Council Ideas/Suggestions List by Category

Updated: November 19, 2018

Ongoing items

Items	Status	Completed Council Approval
1. Personnel Policy (Mayor Thompson)	Meeting scheduled for May 18, 2016 with City Council, staff, City Attorney to begin review of draft document	
Incentive Pay (Mayor Thompson)	Incentive Pay will be discussed during Personnel Policy draft document discussions 6/15/16 – City Attorney looking at another possible policy for Council Consideration and to bring back to Council upon completion of review City Attorney continues work on revising policy with proposed revised chapters to Council for comment City staff working on plan to complete policy for presentation to Council Presenting City Council (4/5/17) with proposal from SeeKing to complete Employee Handbook and Policy Further discussion and direction on proposal to be provided by City Council on May 3, 2017 Staff reviewing a policy reviewed by an attorney at Hogwild for possible presentation to City Council Staff working on a draft policy for Council consideration prior to beginning of new fiscal year Staff continues work on a draft policy for City Council consideration Draft Policy completed Mayor and Department Heads in process of reviewing document prior to submission to City Council Mayor and Staff have a schedule of meetings beginning 3/7-5/16 to review the proposed policy Mayor and Staff continued to discuss and review proposed policy. Review sessions have been extended to 5/30 Mayor and Staff continue discussion and review of proposed policy Discussion on and review of proposed policy continue with recent focus on developing a merit/incentive/step program Staff continues work on proposed policy Possible special City Council meeting will be conducted in October/November for Council review of proposed policy Final review of proposed policy by staff is occurring in preparation of presentation of proposed policy to City Council	

	City staff and Mayor Thompson continue work on the policy	
2. Electronic Water Billing (Mayor Thompson)	Software upgrade on May 19 Include in FY 2017 Budget Begin implementation FY 2017 Full implementation TBD Online water bill payments active September 14, 2016 Online Court payments active October 2016 Electronic utility billing being researched for implementation during 2018 Fiscal Year Software purchase with Incode placed in the proposed FY2018 Budget	Software upgrade completed for online utility and court payments
3. Community Center (Councilman Lantzy)	Comparing pricing of similar venues Developing fully loaded cost for facility Acquiring estimates for removal of overhead doors, sound system, commercial stove, AC system Developing list of aesthetical improvements to center that may affect lighting, energy and electrical improvements Staff working on maintenance items Comparing contracts from other venues for revisions to current contract Bring information at hand to Council in June for discussion and direction Councilman Lantzy discussed Community Center with Council on 6/6/16 Proposals for door removal, new air conditioning and ducting received and to be presented to City Council with funding through CIP Council approved funding on August 3, 2016 through CIP. Doors removed, new air conditioning installed. Awaiting install of duct work on September 12, 2016 Duct work installation completed September 12/13, 2016 City Attorney revising Community Center Contract per Council direction 10/5/16 – Marketing and future projects being discussed by Council Work continues on revising Community Center Contract Council to consider revised agreement in Feb. Council meeting Revised agreement approved Feb. 13, 2017 and being utilized Interior door/window frames and doors painted a neutral color to enhance appearance Rate structure for Community Center and presence on the City's webpage are being worked on	New A/C installed, inside doors replaced with windows, interior door frames and doors painted

	Additional renovations to the Community Center being discussed and evaluated Overhead storage area under construction, window tinting completed and drainage being evaluated New stairway for overhead storage to be constructed, Wi-Fi installed in April, and enhancement of sound system under evaluation Enhancement of the Community Center sound system is underway and additional enhancements to the Community Center continue to be evaluated Concrete of outdoor pavilion areas was stained by City staff Possible future facility enhancements continue being researched Lighting and electrical work at the Center has been the focus during August. A new brochure for the Center is being worked on. In August Council approved adding Event to the Center's name New brochure for the Center is completed and will be utilized to market facility Evaluation and prioritization of enhancement projects for the Center is underway for possible future funding Public Works and the Community Center Manager are proceeding with the additional work on the Community Center approved by Council in November	
4. Rental Agreement and Pricing Structures (Mayor Thompson)	Proposed changes to the Community Center Rental Agreement related to event security being discussed and prepared Pricing structure for the Center is in the process of being reviewed for future adjustment Revised rate schedule to be presented to City Council in February	Council approved revised rate schedule on 2/7/18 and it is being utilized
5. Update Ordinances (Mayor Thompson)	Cost for Codifying to be included in FY 2017 Budget Work with legal to develop plan for updating Identify ordinances to be updated Codifying of ordinances postponed due to budgetary constraints A revised Animal Control Ordinance is being worked by staff for consideration by City Council City Attorney's office preparing for the rewrite of the City's Zoning and Subdivision ordinances upon adoption of the Land Use Master Plan City Staff and City Attorney awaiting the Master Land Use Plan and Ordinance Diagnostic Report which is expected to be delivered by the end of November 2017 To receive the Master Land Use Plan Ordinance Diagnostic Report by the end of December	Alarm Permit Ordinance approved 2/7/18 City Commission Ordinance approved 2/7/18 City Council approved Animal Services Ordinance 18 on 4/4/18

Resolution to extend Master Land Use Plan implementation to Council in February due to the need for additional time for rewrite of Zoning and Subdivision Ordinances Alarm Permit Ordinance rewrite to Council in February City Commission Ordinance to Council in February Animal Services Ordinance rewrite to Council in March Master Land Use Plan implementation moved to 5/1/18 due to rewrite of Zoning and Subdivision Ordinances Animal Services Ordinance to Council on 3/7/18 Special Council Meeting held 3/22/18 for further work on Animal Services Ordinance with possible Council approval on 4/4/18 P&Z received 1st draft of zoning ordinance revisions on 4/10. Revisions to several ordinances will be presented to City Council over the next several months P&Z continues to discuss and review draft zoning ordinance revisions Revisions to other City ordinances continues and revisions will be forwarded to City Council for consideration in the near future P&Z continues work on zoning ordinance revisions with small groups of 2 Commissioners and City Attorney Special P&Z meetings are in process of being coordinated for continued work on Zoning Ordinance and Subdivision Ordinance rewrites Also small groups of 2 Commissioners continue research and work on Zoning Ordinance and Subdivision rewrite P&Z continues working on the Zoning and Subdivision Ordinances. Ordinance 123 amendments were approved in August. Three conflicting Ordinances were rescinded in August. The rewriting and cleanup of several other Ordinances are being worked on P&Z continues work on the Zoning and Subdivision Ordinances. Amendment to Ordinance 162 will be coming to Council in October Proposal for assistance to P&Z for the rewrite of the Zoning and Subdivision ordinances has been received and will be presented to City Council in November Ordinance 162 amendments will be considered by City Council in November Ordinance 18 amendments will be presented and considered by City Council in November Contract for assistance with the Zoning Ordinance	
---	--

	rewrite was submitted to Freese and Nichols (F&N) with next step being to coordinate a meeting with F&N to develop plan to proceed with the assistance Stakeholders (Staff and Parks Committee) are beginning to work on the rewriting of Ordinance 24 (Parks Ordinance)	
6. Video stream Council meetings (Mayor Thompson)	Discuss with legal pros/cons Sound system in Council room can be planned for future streaming capabilities Requires additional technology upgrades and equipment Budget impact Video streaming of Council meetings will be studied during the fiscal year Mayor and City Staff researching process and equipment for video streaming Council and Commission meetings Audio and video equipment in the City Council Chambers is being evaluated for video streaming capabilities and sound improvement City is awaiting proposals for audio and video upgrades for Council room and large conference room from 3 vendors Proposals received being reviewed Proposals are being reviewed with vendors The evaluation of proposals with vendors continues City Council will receive an update on the status of the project in November Evaluation of proposals for the project and evaluation of third party vendors for streaming of meetings are in the final processes Project pricing is being negotiated and finalized with vendors	
7. Videos for website (Mayor Thompson)	Maybe prepared by GRES or students to increase civic involvement Volunteer Garden Ridge! Coordinator Shelby Trial has been filming videos that have been placed on City Website and NextDoor. City Secretary Goodwin is working on a YouTube channel for the City The City's YouTube channel is up and videos have been posted to it New videos have been added to the website	
8. Coffee with Mayor and Council (Mayor Thompson)	Discuss at future Council meeting and determine dates Mayor Thompson began conducting Coffee with the Mayor the first Monday in July	
9. Quarterly Issues Town Hall Meeting (Councilman Lantzy)	Determine dates for Meetings	

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



memorandum

To: Garden Ridge City Council
Cc: Ms. Nancy Cain, City Administrator – City of Garden Ridge
From: Mr. Patrick Lackey, P.E./Mr. Daniel Mummert, P.E. – Trihydro Corporation
Date: November 26, 2018
Re: Trihydro Corporation – Engineering Report December 2018 Meeting

1. 2015 CIP Street, Water and Drainage Project – Qro-Mex Construction
 - Trihydro conducted a project walkthrough with the Public Works Director and prepared a list of repair items.
 - The one-year warranty walkthrough is scheduled with the contractor on November 28. The repair items will be reviewed, and a timeline established for correcting them.
2. Wells 9 & 10 and Booster Pump Facility – Pesado Construction
 - The outstanding punchlist items have been completed by Pesado Construction.
 - Pesado Construction submitted the retainage release request in the amount of \$259,879.84.
3. Naco Loop Water Line (Winco) – Wauter's Engineering
 - The Naco Loop project is complete.
4. FM 2252 TxDOT Project
 - No update from TxDOT this month.
5. FM 2252 Sewer and Water Project
 - The Enterprise Industrial Park developer provided preliminary plans to CCMA to extend the sewer connection under the proposed driveway crossing their easement at the intersection of Schertz Parkway and Lookout Road.
 - Trihydro is continuing to work with the City's Financial Advisor to evaluate funding scenarios.
 - Council work shop on pressure sewer operations and maintenance is being scheduled for January, 2019.



6. Creekview Drainage

- The engineer for Northeast Bible Church is currently evaluating the on-site drainage. They anticipate completing their analysis by the end of 2018. Trihydro is actively coordinating with the engineer to support their analysis.

7. Bindseil Lane

- Trihydro and the City Administrator met with Woods of Garden Ridge developer and their engineer on November 19, 2018 to review the proposed drainage resolution along Bindseil Lane.
- The developer agreed to share 50% of the cost with the City with offsite drainage issues. Construction plans are currently being prepared.

8. Municipal Parkway

- A striping plan to reduce FM 3009 backup and school-wait stacking has been developed for Municipal Parkway. Contractor pricing and scheduling is underway and on schedule for holiday break completion.

9. Sumac Circle

- Drainage easement clearing, and channel construction plans are underway. The construction effort is proposed to be completed by City Staff.

10. City of Selma Water CCN

- Discussion are ongoing with Selma for possible release of water CCN to Garden Ridge.

ORDINANCE NO. 13-122018

AN AMENDED COMPREHENSIVE PLANNING AND ZONING ORDINANCE FOR THE CITY OF GARDEN RIDGE, TEXAS; ESTABLISHES A PLANNING AND ZONING COMMISSION; ESTABLISHES A BOARD OF ADJUSTMENT; REGULATES AND RESTRICTS THE USE AND LOCATION OF BUILDINGS AND OUTBUILDINGS, EXTERIOR LIGHTING, FENCING AND LANDSCAPING; INCLUDES DEFINITIONS, DIVIDES THE CITY INTO ZONING DISTRICTS WITH REGULATIONS FOR EACH; SETS SPECIAL USE PERMIT REQUIREMENTS; SETS BROADCAST AND RECEPTION ANTENNA RULES; ADOPTS A MAP OF THE CITY SHOWING THE BOUNDARIES AND CLASSIFICATIONS OF ZONING DISTRICTS; INCORPORATING SIGN REGULATIONS HEREIN; PRESCRIBES A PENALTY OF NOT LESS THAN \$10.00 NOR MORE THAN \$2000.00 FOR VIOLATION OF THIS ORDINANCE; AND REPEALS ORDINANCE 13-062017 ADOPTED ON JUNE 7, 2017.

A. BE IT ORDAINED BY THE CITY COUNCIL OF GARDEN RIDGE, TEXAS.

- A.1. The City of Garden Ridge, Texas, Ordinance 13-062017 dated, June 7, 2017 and all amendments thereto, are hereby superseded.
- A.2. The zoning regulations and districts herein are according to the City of Garden Ridge (City) Master Plan for health, morale, and the general welfare of the community. The requirements for the districts derive from consideration of the desired character for each and their particular suitability for the allowed uses. There is also intent to conserve property values and to encourage the most appropriate land use throughout the community.
- A.3. No interpretation of this Ordinance by any person shall be binding upon the City unless given in response to written inquiry and approved by the City Council of the City of Garden Ridge, hereinafter referred to as Council or City Council, in session.
- A.4. The provisions of this Ordinance shall not apply to property belonging to the City, or to the property used to provide public utilities except as set out in the Municipal Use District regulations.

B. COMPLIANCE AND EFFECT. No person shall erect any building nor use any building or land for any purposes other than those specified in this Ordinance for the Zoning District containing such land or building. No person shall erect, reconstruct, or structurally alter any building to exceed the height or bulk limit set for the district in which the building exists. No person shall reduce or diminish any lot such that the yards or other open spaces are smaller than prescribed by this ordinance. For the purpose of complying with the provisions of this Ordinance, no yard or open space about any building shall serve as a yard or open space for any other building. Every building hereafter shall be located on a lot and in no case shall there be more than one building on one lot except as provided in this Ordinance. Should this Ordinance specify different requirements when applied to a specific case, the more restrictive requirement shall govern. Specific requirements shall apply over general requirements.

C. GRANT OF POWER. The provisions of this Ordinance are adopted in the exercise of power granted to municipalities by Sections 21.001, et seq., and 212.001, et seq., of the Texas Local Government Code, as amended, and pursuant to any and all other applicable laws.

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

E. PENALTY CLAUSE.

5.2. COUNTRY CLUB DISTRICT (CC).	26
5.3. AQUIFER PROTECTION (AP) DISTRICT.	27
SECTION 6 COMMERCIAL ZONES	29
6.1. OFFICE AND PROFESSIONAL DISTRICT (B-2).	29
6.2. NEIGHBORHOOD SERVICE DISTRICT (B-1).	30
6.3. MUNICIPAL USE (MU) DISTRICT.	31
6.4. AQUIFER PROTECTION (AP) DISTRICT.	31
SECTION 7 INDUSTRIAL ZONES	33
7.1. LIGHT INDUSTRIAL DISTRICT (LI).	33
7.2. Z-1 INDUSTRIAL ZONE DISTRICT (Z-1).	34
7.3. AQUIFER PROTECTION (AP) DISTRICT.	35
GENERAL PROVISIONS	36
8.1. PLATS.	36
8.2. FLOOD HAZARD AREAS.	36
8.3. STRUCTURE HEIGHT WITHIN CITY.	36
8.4. FENCES, WALLS AND PLANTS.	36
8.6. LINE-OF-SIGHT (SIGHT LINE) REQUIREMENTS.	37
8.7. FLAG POLES	38
SECTION 9 SPECIAL REGULATIONS	39
9.1. OUTDOOR ANTENNAS.	39
9.1.1. Direct-Broadcast System (DBS) Video Reception.	39
9.1.2. Other Video or Internet Reception Systems.	39
9.1.3. Personal Wireless Communication Service Towers.	39
9.1.4. Amateur Communications.	39
9.1.5. Commercial and Industrial Radio Service.	40
9.1. HOME BUSINESS OR OCCUPATION.	40
9.2. ADULT ENTERTAINMENT.	41
SECTION 10 SIGN REGULATIONS	42

5.1.12. Regarding new construction, driveways shall be constructed only of concrete, stone, or brick pavers unless City Engineer approval is given for use of an alternate masonry material. No person shall use asphalt pavement for a driveway surface.

~~5.1.13. Regarding new construction, location of houses, swimming pools, metal fences, metal play ground equipment and accessory or outbuildings, on any lot having an Extreme High Voltage electric transmission easement shall be at least seventy (70) feet from the center of such easement.~~

5.1.14. Exterior Lighting.

5.1.14.1. Light fixtures shall be below the building roofline.

5.1.14.2. Lights shall not aim beyond the owner's property line nor illuminate adjoining property to more than five (5) foot-candles measured at the point of highest intensity.

5.1.14.3. No single light fixture or cluster of fixtures shall exceed 150-watt capacity.

5.1.14.4. Any variance shall meet the criteria of not causing increased illumination off the property.

5.2. COUNTRY CLUB DISTRICT (CC).

5.2.1. Use Restrictions: The Country Club (CC) District is property for use by country clubs which provide member services such as: social activity (socials, dances, music, art events, legal games); on-premises food and beverage service; space for business meeting and other private functions; sports activities involving indoor or outdoor courts, swimming and fishing; non-motor powered boating.

5.2.1.1. The construction and operation of a golf course, driving range or power boating are prohibited in CC districts.

5.2.2. The Club is responsible for all on-site security. The City will provide police response for emergencies or calls for service.

5.2.3. The City is not responsible, nor liable for roads, parking lots, sidewalks, drainage or water retention structures, or any maintenance thereon within CC districts.

5.2.4. Height Regulation: No structure shall exceed two and one-half (2-1/2) stories (thirty-five feet) in height.

5.2.5. Area Regulations:

5.2.5.1. Lot Size: The minimum area for an CC lot shall be as required for sewerage and waste water treatment of the planned club activity, but in no case less than 32,670 ft² unless located partially or totally over the Edwards Aquifer Recharge Zone, or is not served by a public water supply system, then it shall have a minimum area of 43,560 ft².

5.2.5.2. Front Yard: There shall be a front yard having a minimum setback of forty-five (45) feet for buildings and twenty-five (25) feet for parking areas.

5.2.5.3. Side Yard: None, except where the use sides on a RA or R District, where a minimum side yard of twenty-five (25) feet shall be provided. At least one (1) alley right-of-way of fifteen- (15) feet width shall be provided for access to the rear alley. The City shall determine required right-of-way improvements based upon location, type and density of projected structures.

5.2.5.4. Rear Yard: An alley right of way of fifteen- (15) feet width shall run the length of the rear property line. When the rear yard backs on a RA or R District, a minimum of twenty-five (25)

gravel, pebbles, or any type of small rock as ground cover for front yard lawn areas is restricted to no more than twenty-five (25) percent of the yard area in front of the front wall of the structure, excluding driveways. Xeriscape landscaping techniques shall be used as much as possible.

- 8.5.2. No person shall remove oak trees over ten (10) inch diameter or elm trees over eight (8) inch diameter from any lot except in the area approved by the City Architect for the primary structure, permanent outbuildings, driveways and recreational facilities.

8.6. LINE-OF-SIGHT (SIGHT LINE) REQUIREMENTS.

- 8.6.1. No fence, wall, hedge, or shrub planting which restricts sight-lines at elevations between two (2) and six (6) feet above the roadways shall be placed or permitted to remain on any corner lot within the triangular area formed by the street property lines and a line connecting them at points twenty-five (25) feet from the intersection of the street lines, or in the case of a rounded corner, property lines extended (see Figure 2).
- 8.6.2. No fence, wall, hedge, or shrub planting which restricts sight-lines at elevations between two (2) and six (6) feet above the roadways shall be placed or permitted to remain on any lot within fifteen (15) feet from the intersection of a street property line with the edge of a driveway or alley pavement. No tree shall be permitted to remain within such distance of such intersections unless the foliage line is maintained at sufficient height to prevent obstructions of such sight lines. (see Figure 3)

8.7. FLAG POLES

- 8.7.1. *Flag Poles are not considered a structure and may not be installed in an easement or public right of way.*
- 8.7.2. *In Residential Zoning Districts, flag poles may not exceed twenty-five (25) feet in height and may not be installed closer than the greater of the distance of ten (10) feet or twenty-five (25) feet from a paved roadway, street, or structure.*
- 8.7.3. *In all other zoning Districts, flag poles may not exceed thirty-five (35) feet in height and may not be installed closer than the greater of the distance of ten (10) feet or thirty-five (35) feet from a paved roadway, street, or structure.*

PUBLICATION OF THIS ORDINANCE. This ordinance shall take effect immediately upon its passage, approval and publication according to law.

PASSED AND APPROVED ON this 5th day of December, 2018.

Larry Thompson
Mayor

ATTEST:

Marisa Spencer
Interim City Secretary

LEGAL NOTICE

NOTICE OF PUBLIC HEARING
CITY OF GARDEN RIDGE
CITY COUNCIL

The City of Garden Ridge City Council will conduct a Public Hearing on December 5, 2018, at 6:00 p.m. in the City Council Chambers of the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas.

The public hearing will consider amending Ordinance 13-062017 of the City of Garden Ridge as follows:

- 1) Deletion of 5.1.13. – For purposes of residential construction requiring an Extreme High Voltage electric transmission easement of at least seventy (70) feet from the center of easement.
- 2) Addition of 8.7. – For the height and location requirements of flag poles.

The public is invited to attend and submit oral or written comments on this matter.

S/: Marisa Spencer
Interim City Secretary

Future Agenda Items

City Council

January 2, 2019 Regular Meeting

16 days before Meeting	(12/17/18)	City Council and Staff items are due
14 days before Meeting	(12/19/18)	City Administrator and Mayor review agenda. Mayor sets the agenda. City Attorney is sent the agenda to approval.
11 days before Meeting	(12/21/18)	Post Agenda on bulletin board City Council will receive packet (allowing a day and half for corrections and to request additional information to be added)
5 days before Meeting	(12/28/18)	Post Agenda Packet to City Website
Meeting Day	(01/02/19)	Mayor and City Administrator meet with Department Heads Wednesday @ 10 a.m.

City Council = Red

Impact Fee Committee = Pink

Quarry Commission = Purple

Planning & Zoning = Green

Water Commission = Blue

Wildlife Management Advisory Commission = Brown

New Year's Day Holiday= City Events

MLK Holiday= City Events

Sun	Mon	Tues	Wed	Thur	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Proclamations/Awards/Recognitions

Consent Agenda

1. Minutes
 - a. 12-05-18 City Council Regular Meeting
2. Financial Report

Reports

1. Staff Reports
 - a. Admin
 - b. Police Department
 - c. Public Works
 - d. Water
 - e. Library
2. City Engineer Projects Status Reports

3. City Commission and Committee Reports/ Recommendation/Possible Actions
 - a. Planning and Zoning Commission
 - i. Activity Report
 - b. Quarry Commission
 - i. Activity Report
 - c. Water Commission
 - i. Activity Report
 - d. Wildlife Management Advisory Commission
 - i. Activity Report
 - e. Parks Committee Activities/Project Updates
 - i. Activity Report
 - f. *Volunteer Garden Ridge!*
 - i. Activity Report
 - ii. Water tank beautification

Approvals/Authorizations/Reports

Ordinances

Resolutions

Updates:

1. City Administrator Projects
 - a. Volunteer Opportunities
 - b. Citizen Contact Report
2. Mayor's Projects
 - a. Communication
 - b. Citizen Contact Report
 - c. City Facility Update
 - d. Ordinance Revision Process
3. City Council Projects
 - a. Update on Water Rate Study (McCaw with the Mayor)
 - b. City of Garden Ridge window stickers for vehicles (Erickson)
 - c. Postal mail issues occurring within the City (Lantzy)
 - d. Update on City-funded monument for Paul Davis Park (Bower)

Future Agenda Items

Executive Session

February 6, 2019 Regular Meeting

14 days before Meeting	(01/23/19)	City Council and Staff items are due
9 days before Meeting	(01/28/19)	City Administrator and Mayor review agenda. Mayor sets the agenda. City Attorney is sent the agenda to approval.
7 days before Meeting	(01/30/19)	Post Agenda on bulletin board City Council will receive packet (allowing a day and half for corrections and to request additional information to be added)
5 days before Meeting	(02/01/19)	Post Agenda Packet to City Website
Meeting Day	(02/06/19)	Mayor and City Administrator meet with Department Heads Wednesday @ 10 a.m.

City Council = Red

Impact Fee Committee = Pink

Quarry Commission = Purple

Planning & Zoning = Green

Water Commission = Blue

Wildlife Management Advisory Commission = Brown

President's Day Holiday= City Events

Sun	Mon	Tues	Wed	Thur	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

Proclamations/Awards/Recognitions

Consent Agenda

1. Minutes
 - a. 01-02-19 City Council Regular Meeting
2. Financial Report

Reports

1. Staff Reports
 - a. Admin
 - b. Police Department
 - c. Public Works
 - d. Water
 - e. Library
2. CIP Engineer Projects Status Reports
3. City Commission and Committee Reports/ Recommendation/Possible Actions
 - a. Planning and Zoning Commission
 - i. Activity Report

- b. Quarry Commission
 - i. Activity Report
- c. Water Commission
 - i. Activity Report
- d. Wildlife Management Advisory Commission
 - i. Activity Report
- e. Parks Committee Activities/Project Updates
 - i. Activity Report
- f. *Volunteer Garden Ridge!*
 - i. Activity Report
 - ii. Water tank beautification

Approvals/Authorizations/Reports

Ordinances

Resolutions

Updates:

- 1. City Administrator Projects
 - a. Volunteer Opportunities
 - b. Citizen Contact Report
- 2. Mayor's Projects
 - a. Communication
 - b. Citizen Contact Report
 - c. City Facility Update
 - d. Ordinance Revision Process
- 3. City Council Projects
 - a. Update on Water Rate Study (McCaw with the Mayor)
 - b. City of Garden Ridge window stickers for vehicles (Erickson)
 - c. Postal mail issues occurring within the City (Lantzy)
 - d. Update on City-funded monument for Paul Davis Park (Bower)

Future Agenda Items

Executive Session

PENDING FUTURE AGENDA ITEMS

1. 2/2/16 Discussion of issues surrounding Bat Cave Road will be placed on future Council agenda... *McCaw*
2. Ordinance update plan... *Trevino & Goodwin*
3. Ordinance 54-Water Leak Adjustments/Water Rate Study.... *Mayor*
4. Discussion on Annexation (waiting until MLUP goes in effect)..... *McCaw*
5. Personnel Policy....*Ford*
6. Ordinance 24 Parks....*Cain*
7. Ethic Ordinance ... *8-30-17 City Council motion*
8. Website and Social Media Policy....*Goodwin*
9. Structure definition (part of subdivision changes)...*Bower*
10. Drones.....*McCaw*
11. External lighting*Erickson*
12. Purchasing Policy....*Cain*
13. City Seal and Logo Ordinance...*Cain*
14. Building and Plumbing Ordinance...*Lenz and Goddard*
15. Expansion of Garden Ridge boundaries and controlling growth... *Erickson with the Mayor*

Items for further discussion before adding to list

State of City..... *Cain*