



City of Garden Ridge

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

AGENDA CITY COUNCIL REGULAR MEETING WEDNESDAY, JANUARY 2, 2019, 6:00 P.M.

The Garden Ridge City Council will meet in a regular session on Wednesday, January 2, 2019, 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 December 28, 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) Thank you from Bill and Eiko Dawson, 9613 Meadow Rue, to the Garden Ridge Police Department for providing extra patrol over the Thanksgiving holiday.

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 should 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. December 5, 2018 City Council Regular Meeting
 - ii. December 10, 2018 City Council Special Meeting
- b) Financial Statement, Summary Report, and Management's Discussion and Analysis of Results of Operations – November 30, 2018.
- c) Release of Jill Acha, Police Department Administrative Assistant, from 90-day probationary period and receipt of 5% salary increase effective December 4, 2018.
- d) Consider the approval of Brad Olivarri, Deputy Water Manager, to serve as Interim Water Manager until such position is filled.
- e) Consider the approval of hiring Wendy Bippert, Library Assistant, with a 90-day probationary period effective January 7, 2019.

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).
 - Report on steps taken to prevent future tank overflow.
 - v. Library Monthly Activity Report
 - Upcoming events.

- c) City Engineer Projects Status Reports
 - i. CIP Project for 2015
 - 1. Update on Warranty Items
 - 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
 - v. Municipal Parkway

- d) City Commission and Committee Reports/Recommendations/Possible Actions
 - i. Planning and Zoning Commission Recommendations and Possible Action:
 - 1. 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. Ordinance No. 217-012019 An Ordinance of the City of Garden Ridge, Texas, making it unlawful for certain sex offenders to reside within 1000 feet of a child safety zone; making it illegal for sex offenders to go in, on, or within 1000 feet of a child safety zone; providing exceptions to the Ordinance; and providing penalties for violations of the Ordinance.
 - 1. Take action on Ordinance No. 217-012019.

 - ii. Discussion of Official Minutes of City Meetings.

- f) Updates
 - i. Workflow Management Program and Policy – Field Force Manager.
 - 1. Receive a status report.

 - ii. City of Garden Ridge Personnel Policy Manual.

 - iii. City Administrator Report on Projects.
 - 1. Update on remaining CIP projects.
 - 2. Update on contract with RMH Ranch Services, LLC.
 - 3. Update on Plumbing Inspection Services for the City of Garden Ridge.

- iv. 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. Update on Vulcan Construction Materials, LLC Project (Arvidson).
 - 3. 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.

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:

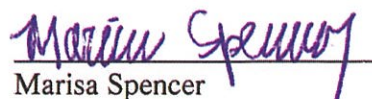
This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the 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 4:30 p.m. on December 26, 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



Garden Ridge Police Dept.

Many thank for
keeping watch on
9613 meadow Rue

over the Thanksgiving holidays -
It gives us great comfort knowing
you will be there

Bill + Eiko Dawson





City of Garden Ridge

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

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

Councilmembers Present:

Mayor Larry Thompson
Mayor Pro-Tem John McCaw
Councilmember Robb Erickson
Councilmember Todd Arvidson
Councilmember Kay Bower

Councilmembers Absent:

Councilmember Bryan Lantzy (Excused Absence)

City Staff Present:

Nancy Cain, City Administrator
Marisa Spencer, Interim City Secretary
Kat Balbi, Utility 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

Other City Commissioners in Attendance:

Dawn Hatch, Wildlife Management Advisory Commissioner
Ken Kneupper, Wildlife Management Advisory Commissioner
Paul Sullivan, Wildlife Management Advisory Commissioner
Kitty Owen, Planning and Zoning Commissioner
David Dauer, Planning and Zoning Commissioner
Jesse Valdez, Water Commissioner
Albert Haddad, 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 6:01 p.m. on Wednesday, December 5, 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 stated following the Pledge of Allegiance, a moment of silence will be observed for National Day of Mourning for George Herbert Walker Bush, 41st President of the United States. Members of Scout Pack 828, along with Mayor Thompson, led the Pledge of Allegiance. After observing a moment of silence, Mayor Thompson thanked the Scouts.

4. City/Employee Recognitions/Employee Introductions

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

Nancy Cain, City Administrator, stated an appreciation email was received from Tom Gerald's commending the City's front office staff, Police Department, and on-call Public Works/Water Department for their continued hard work and reliability.

5. Citizen Comment Period – limited to 30 minutes total

Mayor Thompson reviewed the rules for Citizen Comment Period.

Cynthia Shanahan Segovia, 8435 Twisted Oaks, spoke regarding habitat restoration, the 4th Annual Garden Ridge Tree Lighting, and thanked Dr. Jim Miller for his graciousness towards her grandson at the event.

Tony Frasco, 8802 Wild Wind Park, spoke regarding growth in Garden Ridge, the Wildlife Management Advisory Commission's deer counts, deer management, and the official minutes of City government meetings. He concluded by wishing everyone a Merry Christmas.

Mary Rethman, 9450 Cinchona Trail, spoke regarding the Mayor's December Grapevine article and handling conflicts in a reasonable manner.

6. Consent Agenda

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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

Mayor Pro-Tem McCaw asked to pull item 6. b) from the Consent Agenda for further discussion.

Motion: A motion was made by Mayor Pro-Tem McCaw, seconded by Councilmember Arvidson, to approve the Consent Agenda items 6. a) and 6. 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.

Mayor Pro-Tem McCaw inquired about the federal asset seizure fund. Nancy Cain, City Administrator, stated the amount shown in the financial report was correct and the fund is legally restricted to purchases pertaining to law enforcement.

Motion: A motion was made by Councilmember Bower, seconded by Councilmember Erickson, to approve the Consent Agenda item 6. b). 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 reports provided in the packet. She stated the annual City employee and volunteer Christmas party will be on Friday December 14th beginning at 11:30 a.m.

ii. Police Department Monthly Activity Report

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

Ron Eberhardt, Police Chief, stated there was a great turnout of roughly 350 people at the 4th Annual Garden Ridge Tree Lighting. He also reminded everyone about the Garden Ridge Citizens Police Academy, an eleven (11) week academy on Tuesday evenings beginning on January 22nd, and stated to call the Police Department to sign up.

Mayor Thompson thanked the Police Department for ensuring everyone's safety at the tree lighting event.

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 dumpsters and recycling have officially been moved with everything going smoothly. Mayor Thompson thanked the Public Works Department for their efforts in the design and placement of the dumpsters and recycling which allow for everything to flow smoothly. He also thanked the Public Works Department for their hard work that went into the tree lighting event.

Mayor Thompson spoke regarding the three (3) dogs at the animal shelter and how we are at capacity again. Councilmember Bower spoke regarding kennels and beds for dogs and cats at the animal shelter. She also spoke regarding the retirement of a county recycling staff member.

Councilmember Erickson thanked the Public Works Department for their constant hard work in making Paul Davis Park a great place for all.

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 City has a total of 279.559 acre feet of water available to pump after Edwards Aquifer Authority reductions. Mayor Thompson spoke regarding Edwards Aquifer Authority and how the Water Commission is currently working on usage as one of their projects. Mayor Thompson asked the Water Manager to explain the events of Dec 1st and 2nd, regarding the storage tank overflow and significant loss of Trinity water. Royce Goddard, Water Manager, spoke regarding the overflow at a City well site (see attached). Councilmembers inquired about further information regarding the tank overflow and how to prevent this from occurring again. Since Royce Goddard, Water Manager, was unable to address all of their questions, Mayor Thompson stated the Water Department owes City Council answers at the January City Council meeting.

v. Library Monthly Activity Report

- Upcoming events.

Linda Crosland, Librarian, stated the Library will be having Christmas caroling on Friday December 7th beginning at 11:00 a.m. and a visit from Santa Claus on Saturday December 22nd at 11:00 a.m. She also reported that 96 letters were sent to Santa Claus from the tree lighting event.

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

Dan Mummert, City Engineer, reviewed the City Engineer report (see attached).

The City Council agreed by consensus to approve the request for retainage release for the Trinity Wells #9 and #10 Project.

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.**

Chair Dr. Miller stated the Commission recommends deletion of section 5.1.13. and addition of section 8.7 as stated above.

b. Hold a public hearing to receive comments for or against amending Ordinance 13-062017.

Mayor Thompson opened the public hearing at 6:56 p.m. and invited anyone from the public to come up if they have any comments about the changes to Ordinance 13-062017.

No one wished to speak.

Mayor Thompson closed the public hearing at 6:57 p.m.

c. Take action on amending Ordinance 13-062017 with approval of Ordinance 13-122018.

Motion: A motion was made by Mayor Pro-Tem McCaw, seconded by Councilmember Erickson, to approve 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. The City Council voted four (4) for and none (0) opposed. The motion carried unanimously.

2. Receive monthly activity update as applicable.

Chair Dr. Miller stated the Commission discussed social media use and thanked Cynthia Trevino, City Attorney, for the informative presentation. He reported the Commission discussed their objectives for Freese and Nichols, Inc. and Vice-Chair Hausheer was selected to accompany him at the December 20th kick-off meeting with Freese and Nichols, Inc. Chair Dr. Miller thanked City Council for their continued support and providing the Commission with assistance for the Zoning and Subdivision Ordinance rewrites. Mayor Thompson also thanked Chair Dr. Miller and the Planning and Zoning Commission for their hard work.

ii. Quarry Commission Recommendations and Possible Action:

1. Receive monthly activity update as applicable.

Nancy Cain, City Administrator, stated the Commission reviewed blast analysis reports from September and October and reviewed the video from one (1) exceedance blast.

iii. Water Commission Recommendations and Possible Action:

1. Receive monthly activity update as applicable.

Nancy Cain, City Administrator, stated the Commission received a presentation from Larry Hull, President of Comal Trinity Groundwater Conservation District, and discussed updates on their projects and activities.

iv. Wildlife Management Advisory Commission Recommendations and Possible Action:

1. Receive monthly activity update as applicable.

Chair Segovia stated the Commission received a great presentation from Commissioner McKinney about wildlife in Garden Ridge and had a question and answer session with Craig Hensley, Texas Parks and

Wildlife Biologist for Comal and Kendall Counties. She further added that Mr. Hensley provided his commitment with assisting in the Commission's future deer counts.

v. Garden Ridge Parks Committee:

1. Receive monthly activity update as applicable.

Mayor Thompson stated the Parks Committee put in a lot of time, thought, and effort into making the tree lighting event phenomenal and they out did themselves this year. Mayor Thompson thanked the Parks Committee for going above and beyond with this event and thanked Kathy Trial for her leadership of the Committee. Mayor Thompson spoke regarding "Give Them a Christmas" and showed the 2018 Garden Ridge ornament. He explained there are still ornaments available at City Hall for a minimum \$5 donation with all proceeds going to the Crisis Center of Comal County. He encouraged everyone to spread the word so we can sell out like we did last year. Mayor Thompson also thanked the Parks Committee for being engaged with the Public Works Department in working on the facilities at Paul Davis Park.

vi. Volunteer Garden Ridge!

1. Receive monthly activity update as applicable.

Nancy Cain, City Administrator, reported there were 157.50 *Volunteer Garden Ridge!* hours, adding that 32 hours were from Comal Master Gardeners.

e) Approvals/Authorizations/Reports/Discussion

i. Trapping services for deer management.

1. Review and discuss RMH Exotics, including potential contract.

Nancy Cain, City Administrator, stated Chair Segovia contacted references provided by RMH Exotics and all responses came back great. She stated she began working with Mr. Ryan Murphy on negotiating the contract and she discussed sections within the proposed contract provided to City Council.

The City Council discussed clarifying the wording in Section 5, Insurance Requirements, and clarifying if the agent fee in Section 7, Permitting Requirements, was an annual or one-time fee. Additionally, the Council discussed clarifying CWD procedures.

2. Take action on contract for trapping services and/or possible direction to City staff and/or Commission regarding services and/or contract.

Motion: A motion was made by Mayor Pro-Tem McCaw, seconded by Councilmember Arvidson, to approve the contract between the City of Garden Ridge and RMH Ranch Services, LLC with the following clarifications to be included: 1) the wording in Section 5, Insurance Requirements, to stipulate the specific AM Best rating, 2) the agent fee in Section 7, Permitting Requirements, be specific to an annual or one-time fee and 3) specific requirements for CWD Testing and reporting procedures to TPWD . During the discussion of the motion, Councilmember Erickson raised concerns regarding this being a five (5)-year contract and stated he would be okay with a one (1)-year commitment for the contract, but not a five (5)-year commitment. Mayor Pro-Tem McCaw clarified that Section 1, Grant of Authority, states the City is not actually committing for five (5) years for \$50,000 each year and the contract allows for City Council control each year through the annual budget. Councilmember Arvidson stated he agreed with Mayor Pro-Tem McCaw, adding that City Council could also look at other options during the 30-day period. Councilmember Bower inquired about how many deer will be transported versus processed. Nancy Cain, City Administrator, stated it is too early to make that determination. Councilmember Erickson inquired about the location of the traps. Nancy Cain, City Administrator, stated that has not yet been determined but that information would come to City Council for approval first.

Roll Call Vote:

Mayor Pro-Tem McCaw (Place 1) – aye
Councilmember Erickson (Place 2) – nay
Councilmember Lantzy (Place 3) – absent
Councilmember Arvidson (Place 4) – aye
Councilmember Bower (Place 5) – aye
The motion passed by a vote of 3-1.

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

Nancy Cain, City Administrator, stated the City must have a licensed plumbing inspector and since Royce Goddard, Water Manager, will be retiring effective December 31st she is requesting authorization to negotiate a contract with someone that would be able to provide that service.

Motion: A motion was made by Councilmember Erickson, seconded by Councilmember Arvidson, to authorize the City Administrator to negotiate a contract for Plumbing Inspection Services for the City of Garden Ridge. The City Council voted four (4) for and none (0) opposed. The motion carried unanimously.

f) Updates**i. Workflow Management Program and Policy – Field Force Manager.****1. Receive a status report.**

Marisa Spencer, Interim City Secretary, stated the program, policy, training, and implementation strategies are a continued work in progress and thanked Brad Olivarri for his hard work and dedication throughout this project. Mayor Thompson thanked Marisa Spencer, Interim City Secretary, and Brad Olivarri, Deputy Water Manager, for their continued efforts, emphasizing the importance of making sure everything is complete before full implementation.

ii. City Administrator Report on Projects.**1. Update on remaining CIP projects.**

Nancy Cain, City Administrator, stated the spreadsheet provided to City Council will be used as a project management and budgeting tool throughout the remaining CIP projects to keep everyone apprized with all projects. She stated there is still work to be done on the spreadsheet, but City Council will continue to receive an updated spreadsheet every month.

iii. Mayor's Projects.**1. Communication Report.**

Mayor Thompson spoke regarding the electronic sign at the entrance of Municipal Parkway. He stated the estimate is over \$16,000 to fix it and alternatives are being looked into. Councilmember Bower suggested looking into package deals to upgrade the sign on FM 2252 as well. Mayor Thompson also spoke regarding the water bill insert that contained important information about dumpsters, recycling, and Household Hazardous Waste Day. He stated this is an informative handout prepared by staff to ensure effective communication with residents, adding that tube TVs will only be accepted until the end of January.

2. Citizen Contact Report.

Mayor Thompson stated he received a note from a resident about to move in that expressed health hazards and concerns at the residence behind them. Mayor Thompson stated he passed along the information to Ron Eberhardt, Police Chief, who then worked with Comal County in resolving the issues in a timely and

professional manner. Mayor Thompson stated the individual expressed gratitude for the joint efforts in resolving these issues. Mayor Thompson thanked Chief Eberhardt for his timely actions to ensure the matter was resolved.

Mayor Thompson stated he received a call from a resident with a few concerns, one of them being a construction sign in their yard with no knowledge of who it belonged to and why it was there. Mayor Thompson stated he passed along the information to Steven Steinmetz, Public Works Director, who immediately sent an employee to the residence and contacted Comal County since the sign did not belong to the City. Mayor Thompson thanked the Public Works Department for taking care of this with such urgency.

3. City Facility Update.

a. Audio/Visual Upgrades and Streaming.

Mayor Thompson stated City Council already approved the use of PEG funds for the audio/visual upgrades and streaming in order to connect with and educate the public; therefore, he is expecting to have the equipment and software providers finalized over the next month. He also explained that a portion of the cost is recurring; however, we are looking into some of that coming from PEG funds as well.

4. Ordinance Revision Process.

Mayor Thompson stated the Parks Ordinance Number 24 is currently in the revision process and will be sent to City Council for their comments once all the information is put together. He also stated Freese and Nichols, Inc. is providing the Planning and Zoning Commission with assistance in the Zoning and Subdivision Ordinance rewrites.

5. TxDOT Coordination.

Mayor Thompson stated he spoke to Mr. Lockett with TxDOT and Commissioner Haag who agree something needs to be done about Schoenthal Loop as well as the speed limit on FM 3009. He stated they will be setting up a meeting in the next few weeks with a TxDOT traffic operations supervisor to receive more information on resolving these safety concerns.

iv. City Council Projects.

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

Mayor Thompson stated a meeting is scheduled for December 13th to receive findings and recommendations, adding this go to the Water Commission in January then to City Council in February.

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

Councilmember Erickson stated he compared pricing for the vehicle window stickers with two other vendors and they were more expensive than the original vendor. He stated he is still waiting to receive samples; however, he will provide those once he receives them from the vendor.

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

Councilmember Bower stated she obtained further information about commemorating people and/or organizations involved with building Paul Davis Park, and encouraged anyone that has facts regarding the history of the park to contact her.

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

Councilmember Arvidson stated he talked to representatives from Edwards Aquifer Authority and Comal Trinity Groundwater Conservation District about monitoring the quarry; however, they did not feel there would be any impact or risk to water resources.

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

Councilmember Erickson stated they are still planning for December 8th; however, it will depend on the weather that day. He stated to contact him if anyone would like to participate, adding that his contact information is in the Grapevine.

g) Future Agenda Items

Mayor Thompson stated City Council will receive an update in January regarding the Personnel Policy Manual.

8. Citizen Comment Period – limited to 20 minutes total

Christi Haberer, 21120 Forest Waters Circle, spoke regarding Mayor Thompson’s interactions with citizens, the tank overflow at the City well site, and deer management.

Ken Kneupper, 8891 Schoenthal Road, spoke regarding the school district’s great communication throughout the whole project of the new high school outside Garden Ridge City limits.

Tony Frasco, 8802 Wild Wind Park, spoke regarding the contract for deer management and Royce Goddard, Water Manager.

Dr. Jim Miller, 9910 Marie Meadow, spoke regarding the tank overflow at the City well site and stated he hopes the Water Department looks further into the situation to provide answers.

Martha Stipp, 21007 Cedar Branch, spoke regarding deer management, the Commission’s deer counts, and Texas Parks and Wildlife.

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

Councilmember Arvidson stated the City has two (2) new Eagle Scouts.

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.**

Mayor Thompson announced the City Council will recess at 8:33 p.m. and reconvene into Executive Session at 8:40 p.m., in accordance with Texas Government Code Section 551.071, to consult with the City Attorney on item one (1) stated above. Mayor Thompson announced there was no information to discuss regarding item two (2) stated above.

Mayor Thompson adjourned the Executive Session and reconvened back into Regular Session at 9:27 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 Arvidson, seconded by Councilmember Erickson, to adjourn. The City Council voted four (4) for and none (0) opposed. The motion carried unanimously. There being no further business, the Wednesday, December 5, 2018, City Council regular meeting was adjourned at 9:27 p.m. by Mayor Thompson.

Larry Thompson
Mayor

ATTEST

Marisa Spencer
Interim City Secretary

①

**SIGN IN TO SPEAK AT THE DECEMBER 5, 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. Cyndie Segovia	8435 Twisted Oaks	Plants
2. Tony FRASCO	8802 Wild Wind PARK	Birds etc.
3. Mary Rethman	9450 Cimarrona TR	deer
4.		
5.		
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10.		



City of Garden Ridge

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

December 5, 2018

To Mayor and City Council
Subj.: Tank overflow at Elevated Site

On November 30th, at about 2: 50 pm I turned on the booster pumps to drain down the ground storage tank to refresh the water in the tank. At about 3:30 pm the well motor and pump started. I turned off the booster pumps at this time. Water level was at 7.88" in the tank.

On Saturday morning at 6:08 am, I had missed 2 restricted calls and a call from Stanley Georg. At 6:12 I answered a call from Stanley Georg about water flowing from the ground storage tank. I checked the well status on my phone and found that the Trinity Well pump was still running. I reset the pump to off and the well pump stopped at about 6:15 am.

I checked all the parameters and found that the tank hi/low numbers were at 0.0 instead of 29.6'/11.5'. Reset parameters.

At this time I am unsure of what caused the change in the hi/low numbers, possibly past lightening storm and then lack of usage to find problem. I will monitor the well pump more closely in the future. The amount of water that overflowed was 518,000gals at a cost of \$ 22,078.31 per current water rates.

Royce E. Goddard
Water Manager



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.



City of Garden Ridge

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

MINUTES CITY COUNCIL SPECIAL MEETING MONDAY, DECEMBER 10, 2018, 6:00 P.M.

Councilmembers Present:

Mayor Larry Thompson
Mayor Pro-Tem John McCaw
Councilmember Robb Erickson
Councilmember Bryan Lantzy
Councilmember Todd Arvidson

Councilmembers Absent:

Councilmember Kay Bower (Voluntary Announced Absence)

City Staff Present:

Nancy Cain, City Administrator
Marisa Spencer, Interim City Secretary
Royce Goddard, Water Manager

City Commission Representatives Present:

None

Other City Commissioners in Attendance:

Ken Kneupper, Wildlife Management Advisory Commissioner
Jesse Valdez, Water Commissioner

1. Call to Order

With a quorum of the City Council members present, Mayor Thompson called the special meeting of the Garden Ridge City Council to order at 6:00 p.m. on Monday, December 10, 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. Citizen Comment Period – limited to 30 minutes total

Ken Kneupper, 8891 Schoenthal Road, spoke regarding the retirement of Royce Goddard, Water Manager.

5. Executive Session

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

a) Pursuant to Texas Government Code Section 551.074 – Personnel Matters

- 1. To deliberate the appointment, employment, evaluation, reassignment, or duties of Water Manager, Royce Goddard.**

Mayor Thompson announced the City Council will recess at 6:04 p.m. and reconvene into Executive Session at 6:05 p.m., in accordance with Texas Government Code Section 551.074, to consult Personnel Matters on the one (1) item stated above.

Mayor Thompson adjourned the Executive Session and reconvened back into Regular Session at 6:55 p.m.

6. Business Items

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

Mayor Thompson asked if any Councilmembers wanted to recall the item posted for Executive Session to allow for any action they wanted to take. Receiving no responses from Councilmembers to recall the item for any action, Mayor Thompson closed Business Items.

7. Adjournment

Motion: A motion was made by Councilmember Lantzy, seconded by Councilmember Erickson, to adjourn. The City Council voted four (4) for and none (0) opposed. The motion carried unanimously. There being no further business, the Monday, December 10, 2018, City Council special meeting was adjourned at 6:56 p.m. by Mayor Thompson.

Larry Thompson
Mayor

ATTEST

Marisa Spencer
Interim City Secretary

①

SIGN IN TO SPEAK AT THE DECEMBER 10, 2018
CITY COUNCIL SPECIAL MEETING
CITIZEN COMMENT PERIOD

Rules for Citizens' Participation:

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 - 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.

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	NAME	ADDRESS	SUBJECT
1.	KEN KNEPPER	8891 SCHOLTHALD	DECORUM
2.			
3.			
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CITY OF GARDEN RIDGE
MONTHLY ACCOUNT BALANCES & INTEREST RATES
PERIOD ENDED AS OF 11/30/2018

CITY FUNDS	BALANCE	CURRENT INTEREST RATE
GF OPERATING ACCOUNT	\$ 119,254.24	0.00%
GF MONEY MARKET	225,609.20	0.25%
PEG CAPITAL FEES	110,330.11	0.25%
TEXPOOL INVESTMENTS	1,702,194.35	2.2030%
2009 I&S	3,506.49	0.05%
2009 REFI	3,487.64	0.05%
2012 I&S	170,097.09	0.25%
2012 REFI	8,663.44	0.05%
2015 I&S	17,232.81	0.10%
WATER IMPACT FEES	164,667.02	0.25%
TEXPOOL WATER IMPACT FEES	1,672.15	2.2030%
STREET IMPACT FEES	25,355.57	0.15%
TEXPOOL STREET IMPACT FEES	32,094.03	2.2030%
CONSTRUCTION BOND	136,626.24	0.20%
TEXPOOL WATER RIGHTS	5,050.47	2.2030%
TEXPOOL 2015 CIP PROJECT	387,022.93	2.2030%
2015 CIP PROJECT	81,166.33	0.20%
ASSET/FORFEITURE - STATE	97.86	0.16%
ASSET/FORFEITURE - FED	278,151.02	0.25%
TOTAL CITY FUNDS	\$ 3,472,278.99	

WATER FUNDS	BALANCE	CURRENT INTEREST RATE
TEXPOOL WATER INVEST	\$ 1,282,479.54	2.2030%
WATER SURCHARGE	145,162.48	0.25%
OPERATING ACCOUNT	386,218.60	0.25%
TOTAL WATER FUNDS	\$ 1,813,860.62	

TOTAL ALL ACCOUNTS **\$ 5,286,139.61**

CITY OF GARDEN RIDGE
CASH & INVESTMENTS STATEMENT
PERIOD ENDED AS OF 11/30/2018

GENERAL FUND	BALANCE
GF Operational Checking	\$ 119,254.24
GF Money Market	225,609.20
TexPool Investments	1,702,194.35
Restricted Amounts	(132,686.75)
TOTAL General Fund Balance	\$ 1,914,371.04

WATER FUND	BALANCE
Operational Checking	\$ 386,218.60
TexPool Water Invest	1,282,479.54
Restricted Amounts	(193,272.82)
TOTAL Water Fund Balance	\$ 1,475,425.32

CITY OF GARDEN RIDGE
STATEMENT OF ACTIVITIES
CURRENT AND YEAR TO DATE AS OF 11/30/2018

GENERAL FUND	Nov-18	YTD	FY 2018 BUDGET	% OF BUDGET	BUDGET BALANCE
REVENUES	\$ 188,473.85	\$ 239,622.23	\$ 2,805,533.00	8.5%	\$ 2,565,910.77
EXPENDITURES					
ADMINISTRATION	37,692.36	80,839.45	817,682.00	9.9%	736,842.55
COURT	5,553.36	15,994.11	81,445.00	19.6%	65,450.89
POLICE	89,597.56	207,023.99	1,275,118.00	16.2%	1,068,094.01
PUBLIC FACILITIES	33,864.78	71,338.82	535,463.00	13.3%	464,124.18
COMMUNITY CENTER	4,360.57	11,072.04	56,292.00	19.7%	45,219.96
LIBRARY	5,446.29	12,232.20	96,699.00	12.6%	84,466.80
FUND CHANGES/XFER	-	-	-	0.0%	-
TOTAL EXPENDITURES	176,514.92	398,500.61	2,862,699.00	13.9%	2,464,198.39
REVENUE +/- EXPENDITURES	\$ 11,958.93	\$ (158,878.38)	\$ (57,166.00)		\$ 101,712.38

WATER FUND	Nov-18	YTD	FY 2018 BUDGET	% OF BUDGET	BUDGET BALANCE
REVENUES	\$ 70,795.38	\$ 153,872.40	\$ 1,673,300.00	9.2%	\$ 1,519,427.60
EXPENDITURES	74,429.23	152,806.02	1,161,893.00	13.2%	1,009,086.98
REVENUE +/- EXPENDITURES	(3,633.85)	1,066.38	511,407.00		510,340.62
BALANCE SHEET PMTS					
BOND PRINCIPLE PMTS	-	-	419,700.00		419,700.00
AUTO LEASE PMT	-	-	22,620.00		22,620.00
NET POSITION	\$ (3,633.85)	\$ 1,066.38	\$ 69,087.00		\$ 68,020.62

CITY OF GARDEN RIDGE
STATEMENT OF ACTIVITIES - COMMUNITY CENTER
PERIOD ENDED AS OF 11/30/2018

REVENUES	YTD
RENTALS	\$ 4,995.00
DEPOSITS	3,475.00
CLEAN-UP FEES	-
DEPOSITS REFUNDED	(2,875.00)
DONATIONS	-
TOTAL REVENUES	<u>5,595.00</u>

EXPENDITURES	
PAYROLL/TAXES/RETIREMENT	520.53
MANAGER FEES	2,542.50
COMPUTER/INTERNET	224.31
TELEPHONE	94.00
UTILITIES	1,386.47
MAINTENANCE	2,134.15
SUPPLIES	113.11
CLEANING	810.00
EQUIPMENT	371.97
MARKETING	-
DONATION EXPENDITURES	-
FACILITY ENHANCEMENTS	-
TOTAL EXPENDITURES	<u>8,197.04</u>

NET POSITION	<u><u>\$ (2,602.04)</u></u>
---------------------	-----------------------------

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

GENERAL FUND

Cash

The Pre-Audit unrestricted fund balance is \$1,914.4k.

Revenue

Ad valorem tax received in the amount of \$19.1k compared to \$22.9k in FY18 for the same period.

Sales tax is paid 60 days after the end of the month for which it is collected. The City will begin to see FY19 collections in December.

Quarterly franchise tax was received; \$96.8K from CPS (electric) and \$12.8k from Spectrum.

Building permits YTD are currently at \$16.9k of the \$130k budgeted for FY19.

The City's YTD trash collections of \$11.9k. The FY19 budget is \$72k.

Expenditures

All departments are operating within the FY19 budget.

WATER FUND

Meters

Current meters for November 2018 total 1620 vs 1601 for November 2017.

Cash

The Pre-Audit unrestricted fund balance is \$1,475.4k.

Revenue

YTD revenue is \$153.8k vs the previous year at \$218.6k, that's a 29.6% decrease YOY. Total revenue is at 9.3% of the FY19 budget.

Water sales YTD are \$131.2k or 8.6% of the \$1,530k FY19 budget, compared to \$195k or 14.3% of the FY18 budget.

Meter sales to date total \$3.9k vs \$7.9k for the same period of FY18.

Expenditures

The Water department is operating within the FY19 budget.

Interest & Sinking Fund

Revenue

Ad Valorem tax collections total \$9k.

Expenditures

Next bond payment due in February 2019.

Capital Improvements Fund

Cash Balance

The CIP project fund balance is \$208.3k.

Water Impact fee balance is \$169.7K.

Street Impact balance is \$57.4k.

Revenue

Interest earned on the CIP funds YTD is \$1.6k.

Asset Seizure Fund

Cash Balance

The restricted fund balance is \$274.9k.

Revenue

No revenue was received during the month of November.

Expenditures

Expenditures were made during in the amount of \$3.3k during November 2018.

Summary

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

GARDEN RIDGE POLICE DEPARTMENT



MEMORANDUM

To: Nancy Cain
City Administrator

From: Ron Eberhardt
Chief of Police

Date: 10 December 2018

Copies:

Reference: Administrative Assistant / Jill Acha

Mrs. Cain,

Ms. Acha completed her 3 month probation period on 4 December 2018. I would like to remove her from the probation status and place her on normal payroll status. Her pay should be adjusted for the 5% increase at this point.

Sincerely,

A handwritten signature in blue ink that reads "Ron Eberhardt".

Chief of Police



City of Garden Ridge

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

December 18, 2018

To: Mayor Thompson and City Council

Re: Interim Water Manager Appointment

With the recent retirement of the Garden Ridge Water Manager I recommend that our Deputy Water Manager Brad Olivarri be appointed Interim Water Manager until the position of Water Manager is filled. The interim appointment will allow Mr. Olivarri the ability to represent the City in the capacity of Water Manager in the duties of said position.

Sincerely,

A handwritten signature in blue ink that reads "Nancy Cain". The signature is fluid and cursive.

Nancy Cain

City Administrator

Memo

To: Nancy Cain
From: Linda Crosland
Date: 12/13/2018
Re: Additional Hire

As you are aware, Kelly Curtright has had many health issues. She sometimes doesn't feel like carrying out her duties, but struggles through to complete all her work. Although she hates to do so, she feels that she needs to cut back on time spent outside the home.

We feel very fortunate to have found someone who would like to work here the few hours which would complete Kelly Curtright's work week. She is Wendy Bippert. I propose that both would work 12-15 hours per week, staying within the hours already budgeted for. They would both be flexible in order to keep those hours under the approved total.

I interviewed her at length Tuesday, December 11. We discussed basic philosophies on working with the public and with children in particular. Hers is very similar to ours and to those of most people of Garden Ridge.

Her training and work as a teacher in public schools and with the Bracken United Methodist Preschool seem to give her great credibility. We feel that she will be an excellent addition both to the staff and to the City.

Respectfully submitted,

Linda Crosland

Garden Ridge Community Center
Monthly Report
December 1st thru December 31st, 2018

Utilization (by Days)

FY 18-19 (Current Month)	FY 17-18 (Current Month)	FY 18-19 (Year to Date)	FY 17-18 (Year to Date)
18	16	44	241

Wildflower (Booked Current Month)
5

Bluebonnet (Booked Current Month)
6

Category Count (by Events)	(Current Month)	(Year to Date)
1. Resident / Non-Resident	3	8
2. City Chartered Non-Profit Organizations	2	10
3. Non-Residents Service Organizations	6	19
4. Non-Profit Associations	4	14
5. City Use	1	4

Marketing Activity:

City Sign Advertisement

Facility Improvements:

Bluebonnet Room Repainted

Remarks:

Bluebonnet Room renovations underway!

CITY OF GARDEN RIDGE BUILDING REPORT

December 2018

MAJOR PERMITS

Permit #	Address	Builder	Sq Ft.	Value \$	Permit Fees
1497 -18	8215 Shining Elk	Chesmar Homes	5054	\$657,020.00	\$ 3,907.40
1498 -18	8205 Shining Elk	Chesmar Homes	4610	\$599,300.00	\$ 3,641.00
1502 -18	9956 Trophy Oaks	MW Christian Builders LLC	4098	\$532,740.00	\$ 3,333.80
		TOTAL	13,762	\$1,789,060.00	\$ 10,882.20

MINOR PERMITS

Permit #	Address	Builder	Project	Permit Fees
1489 -18	19418 Arrowood Place	Liquefied Propane Installation	Minor Plumbing	\$ 100.00
1490 -18	21035 Gunther Grove	Alamo Construction Demo	Outbuilding	\$ 119.68
1491 -18	22168 Via Posada Dr.	Cody Pools	Pool	\$ 375.00
1492 -18	8427 Orchard Glen	Rodriguez Fence	Fence	\$ 125.00
1493 -18	19810 Brandywine Cove	James David	Outbuilding	\$ 100.00
1494 -18	8292 Eskimo Forest	Brian Bailey	Fence	\$ 125.00
1495 -18	9180 Garden Ridge Dr.	KPKC Services	Addition	\$ 596.50
1496 -18	20527 Deer Garden Cove	Johann Pinot	Pergola	\$ 100.00
1499 -18	19450 Arrowood Pl.	Diamondback Plumbing	Minor Plumbing	\$ 100.00
1500 -18	8303 Garden Arbor	Outdoor Construction	Pergola	\$ 100.00
1501 -18	21165 FM 3009	L3M Construction	Addition	\$ 228.10
1503 -18	20887 Misty Arbor	Keith Zars Pools	Pool, Deck	\$ 489.56
1504 -18	9916 Tropy Oaks	Will's All Pro	Minor Plumbing	\$ 100.00
1505 -18	9110 Tuscan Hills	Phil Cathey	Outbuilding	\$ 100.00
1506 -18	20458 Wahl Lane	Hill Electric	Minor Electric	\$ 125.00
		TOTAL		\$ 2,883.84

TOTAL MAJOR FEES FOR THE MONTH	\$ 10,882.20
TOTAL MINOR FEES FOR THE MONTH	\$ 2,883.84
TOTAL PERMIT FEES FOR THE MONTH	\$ 13,766.04

Fiscal Year 2019

TOTAL MAJOR PROJECTS VALUE	\$ 4,362,670.00
TOTAL MAJOR PROJECTS SQ FT.	33,559
TOTAL MAJOR PERMIT FEES	\$ 26,260.40
TOTAL MINOR PERMIT FEES	\$ 12,686.43
TOTAL PERMIT FEES	\$ 38,946.83

Council Ideas/Suggestions List by Category

Updated: December 18, 2018

Ongoing items

Items	Status	Completed Council Approval
1. Personnel Policy (Mayor Thompson) Incentive Pay (Mayor Thompson)	Meeting scheduled for May 18, 2016 with City Council, staff, City Attorney to begin review of draft document 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 Work continues on the proposed policy with additional meetings with staff and Mayor Thompson scheduled for January Goal for presentation of proposed policy to City Council in February	
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	New A/C installed, inside doors replaced with windows, interior door frames and doors painted

	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 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 Bids being obtained and work proceeding along in the Community Center Bids being obtained for work in Paul Davis Park	
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	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

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
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) Kick-off meeting with staff, City Attorney, P&Z representatives and Freese and Nichols representatives scheduled for 1 p.m. on December 20 for the rewrite of the Zoning and Subdivision Ordinance Work on the rewriting of Ordinance 24 (Parks) continues with anticipated presentation to City Council in February	
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 Project contracts being reviewed and adjusted with City Attorney recommendations	

	Scheduling of work for the project being coordinated	
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	



POLICE DEPARTMENT MONTHLY BREAKDOWN

December 1st, 2018 – December 31, 2018

Calls for Service

Dispatched: 145 City Ordinance: 15 Total: 160 False Alarms: 16

Arrests

- *3 – Driving While License Invalid
- *1 – Altered Registration Insignia
- *2-- Possession Marijuana < 2oz
- *1-- Possession CS PG 2>= 4G < 400G

Traffic Enforcement

Crashes: 3 Citations: 42 Warnings: 55 Total: 97

Training / Certifications

Recent Challenges

- * Keeping up with the increase of Out of Town Checks due to Holiday travels

Outreach Efforts

- * Coffee with the Cops continues and is still creating a great informal environment for the public to meet with us
- * 2019 Citizens Police Academy Class will begin in three weeks.

Administrative Comments

- * Recruiting efforts are continuing. A few applications have been received and a test will be scheduled within the next 10 days.



City of Garden Ridge

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

MONTHLY PUBLIC WORKS REPORT

November 2018

Activities for the month

Streets

- Potholes repaired: 10.
- Street swept: Waterwood .
- Delineator poles installed: 8 .
- Signs: Replaced 7 .
- Street crack sealed: Blazing Star.

Storm water Drainage Facility and Easement Maintenance

- Inspected 19 outfalls, 18 detention/retention ponds.
- Drainages

Parks Maintenance

- Paul Davis Park: Moved the entrance ramp at playground.
Dug hole for planting tree.

City Facility/Property Maintenance

- City Hall: Ongoing landscape work provided by the Comal Master Gardeners.
Replaced flag light.
Pressure washed city sign at Municipal Parkway entrance.
- Community center: Christmas decorating.
Mowed 1 time.
Installed security camera.
Replaced door in the bluebonnet room.
Upgraded bluebonnet room with more electrical outlets.
Painted Bluebonnet room.

Oak Wilt

- No new cases.

Reports Submitted

- Wildlife Management Advisory Commission Report.
- Construction Storm water Inspection Report .

Education/Training for Staff

- None.

Events/Conducted Education to residents

- Weekly recycling and bi-monthly dumpster services are now being held at the end of Municipal Parkway.
- Tree lighting event December 4th.

Future Projects or Needs

- Sumac Circle drainage improvements.

Steven Steinmetz
Public Works
Director

Eric Lowman
Deputy Public
Works Director

Stanley Georg
Brian Horn
Manuel Troncoso

Ongoing Responsibilities

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

Upcoming Events

Jan. 5th & 6th
Dumpster Weekend

Jan. 12th & 13th
Dumpster Weekend

Jan. 19th & 20th
Dumpster Weekend

Jan. 26th & 27th
Dumpster Weekend

7 cats ready
For adoption.
adoption

Animal Services Monthly Activities

- 12 deer carcasses were disposed of, which makes 157 for the year.
- 0 wild hogs or deer were donated this month to Hunters for the Hungry, the year-to-date combined totals for wild hogs and deer donated are 3.
- 1 live traps loaned out this month, 21 traps loaned out year-to-date.
- 431 registered/reregistered animals for the year.
- 0 nuisance complaints received.
- 0 animal reported bites.

Adoptions

- 0 dogs; 2 year-to-date.
- 0 cats; 6 year-to-date.

Returned to owners

- 7 dogs; 33 year-to-date.
- 0 cats; 6 year-to-date.

Transferred to other agencies

- 0 dogs for month; 0 year-to-date.
- 0 cats for month; 10 year-to-date.

Currently in City care

- 3 dogs; cats 8

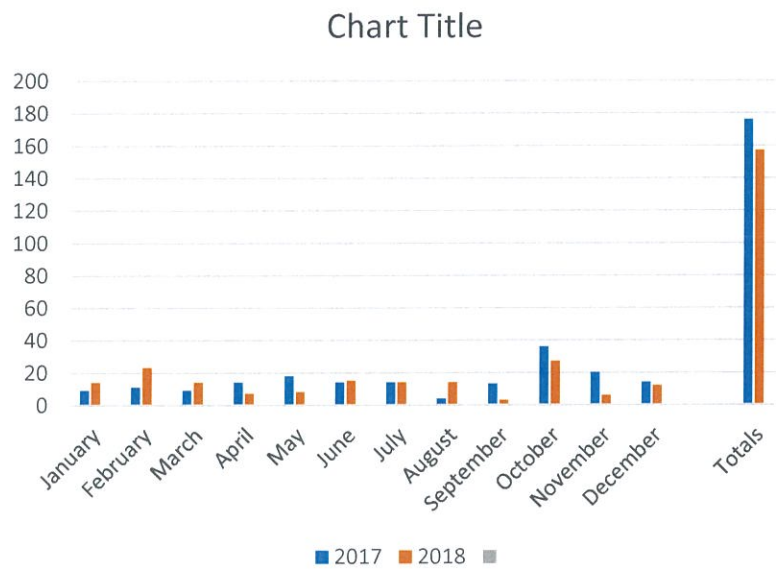


Year to Date Wildlife Report

	Jan	Feb.	Mar	Apr.	May	Jun	Jul	Aug.	Sep.	Oct	Nov	Dec.	Total
Deer	14	23	14	7	8	15	14	14	3	27	6	12	157
Raccoons	5	3	3	4	2	4	1	6	3	2	5	5	43
Opossums	1	3	4	6	3	5	11	1	3	7	1	3	48
Skunks	1	7	2	0	0	2	1	0	0	2	0	0	15
Wild hogs	0	0	0	1	0	0	2	0	0	0	0	0	3
Turtles	0	0	0	0	3	0	0	0	2	0	0	0	5
Squirrels	0	2	5	6	8	1	1	0	4	2	1	0	30
Foxes	0	0	0	0	0	1	0	0	0	2	0	2	5
Armadillos	0	0	0	2	3	6	3	4	0	2	0	0	20
Hawks	1	0	0	0	0	0	0	0	0	0	0	0	1
Bats	0	0	0	0	0	0	3	2	1	0	1	0	7
Coyotes	0	0	0	0	0	0	1	0	0	1	0	0	2
Buzzards	1	1	1	0	0	0	0	1	0	0	0	0	4
Ringtails	1	0	1	0	0	0	0	0	0	0	0	0	2
Snakes	0	0	0	0	0	1	1	0	1	5	0	2	10
Other	0	0	0	0	1	0	0	1	0	1	0	0	3
Total	24	39	30	26	28	35	38	29	17	51	14	24	355

Deer Carcass Removal Totals for 2017-2018

	2017	2018
January	9	14
February	11	23
March	9	14
April	14	7
May	18	8
June	14	15
July	14	14
August	4	14
September	13	3
October	36	27
November	20	6
December	14	12
Totals	176	157

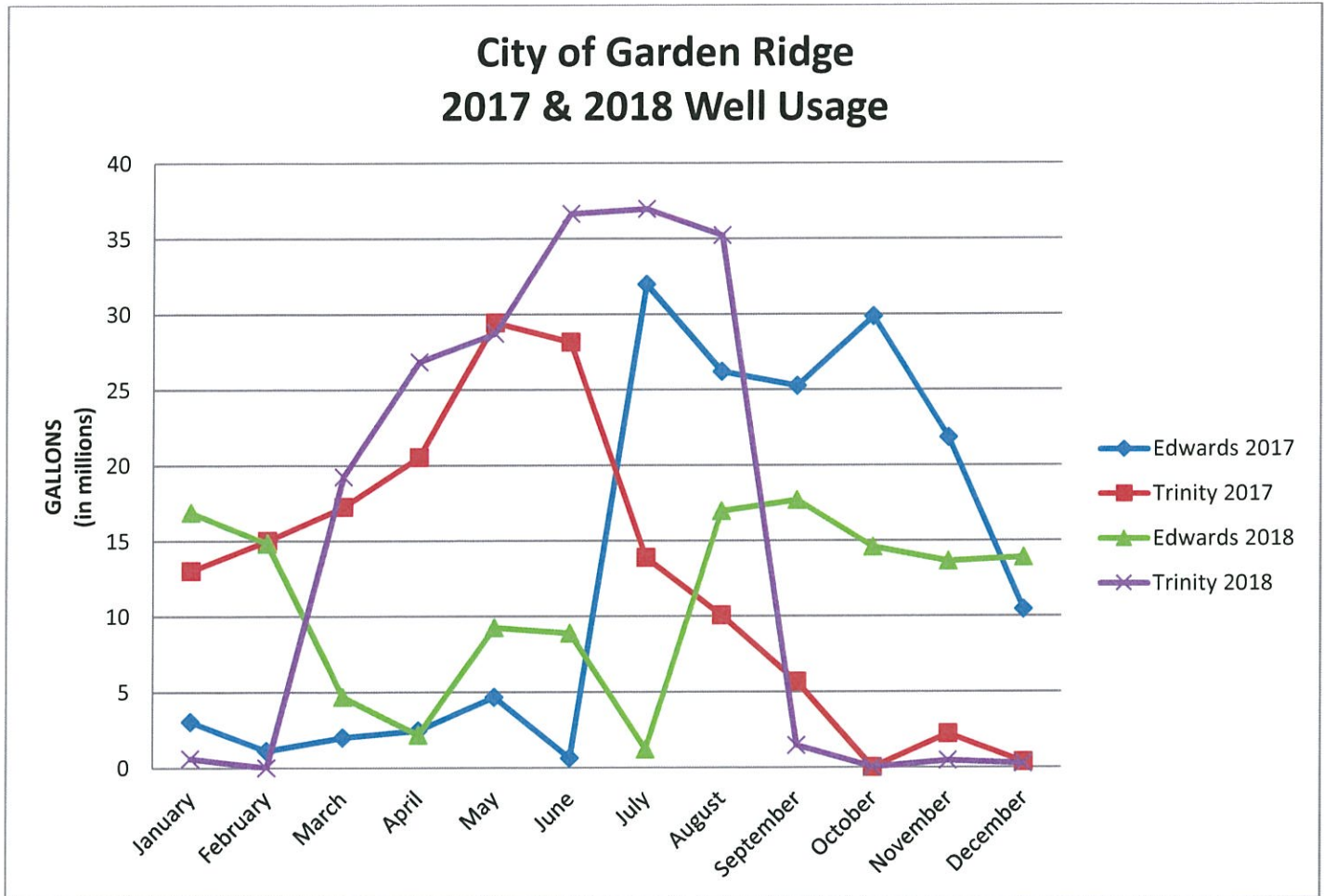




Water Department Report

As of December 31, 2018

2017 & 2018 City of Garden Ridge Well Usage



As of December 31, 2018:

Edwards Wells – 13,899,000(42.654 acre feet) have been used.

Trinity Well – 263,000(0.81 acre feet) have been used.

The City of Garden Ridge has a total of 712.287 acre feet of Edwards Permits. Current amount pumped is 413.414 acre feet, leaving 298.873 acre feet available to pump after EAA reductions. Currently the City of Garden Ridge is not in an EAA Drought Stage.

2018 Edwards Permits

Type of Permit	TCEQ Permit #	EAA Permit #	Acre Feet
Allocated	CO 00139	P100-767	541.471
Purchased	BE 00109I	P100-327	2.000
Purchased	ME 00417D	P101-185	1.301
Purchased	ME 00479I	P101-315	3.895
Purchased	UV 00437I	P101-699	2.000
Purchased	UV 00461I	P101-752	4.000
Purchased	UV 00478I	P101-801	2.000
Purchased	UV 00537H	P101-959	2.000
Purchased	UV 00576I	P102-040	14.000
Purchased	UV 00630G	P102-146	1.760
Purchased	BE 00081AE	P100-200	62.000
Transfer	CO 00119AA	P102-564	0.660
Transfer		P103-312	4.500
Transfer		P102-416	2.000
Lease	Lloyd Loehman	P107-429	3.000
Lease	M. Friesenhahn	P100-745	65.000
Lease	Keith Zars Pools	P108-775	1.000
Lease	BVFD	CO 00139	P107-767
			-0.300
Total			712.287

Monthly Averages as of December 31, 2018

Average usage per connection	8,656.44 gallons*
Average usage per day	456,838.7 gallons*

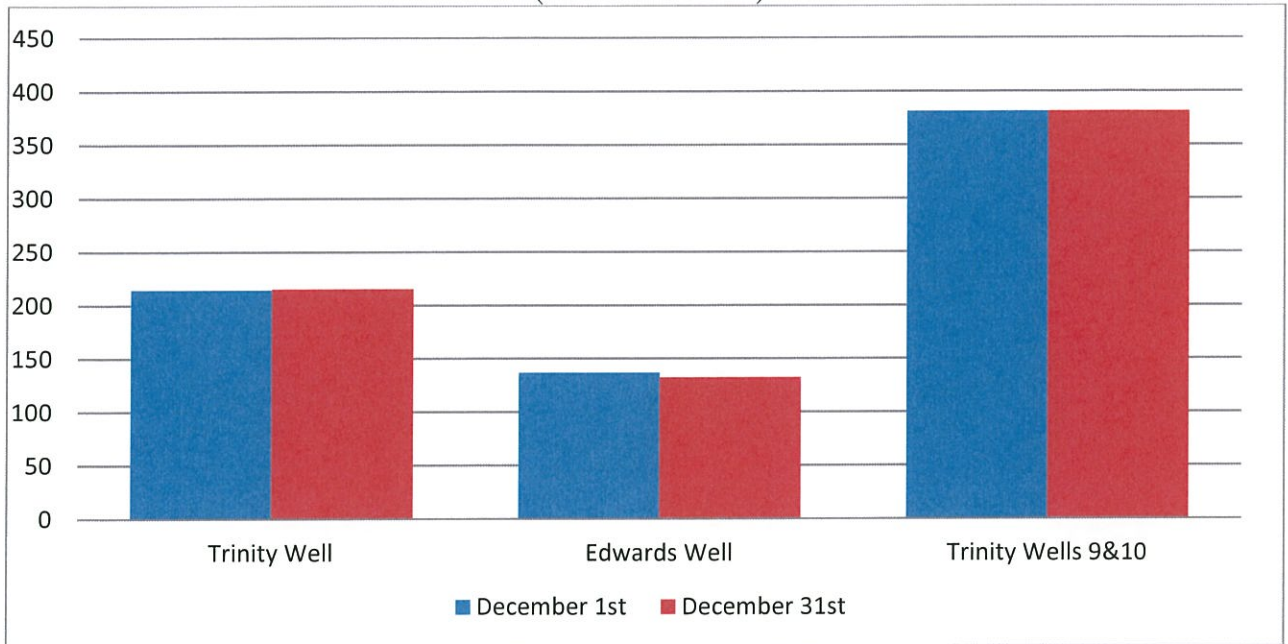
	Year to date for 2018	2017
Water Connections	1,631	1,610

Service Pumps and Well Motors Maintenance Schedules

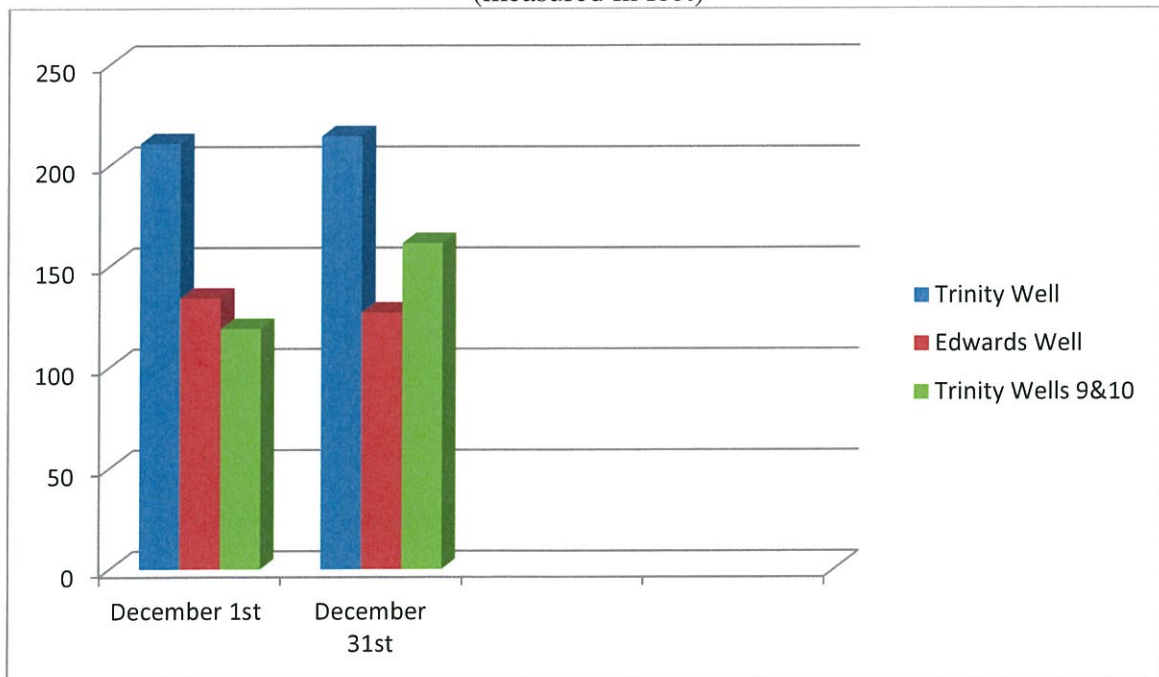
Location of High Speed Service Pumps shp: Shaft Horse Power	Maintenance preformed based on 3,000 hours or annually.	Well motors maintenance based on 3,000 Hours or annually, Submersible based on 5 years or as needed.	Last time well motor was serviced or well motor pulled
F.M. 2252 Pump #1 125 shp	May 2018	Well #2 Turbine Motor	June 2016
F.M. 2252 Pump #2 125 shp	May 2018	Well #5 Turbine Motor	May 2017
Timber Rose Pump #1 50 shp	May 2016	Well #1 Submersible	May 2005
Timber Rose Pump #2 50 shp	May 2016	Well #3 Submersible	May 2005
Elevated Pump #1 125 shp	August 2017	Trinity Well #8 Submersible	June 2016
Elevated Pump #2 125 shp	August 2017	N/A	N/A
F.M. 3009 Pump #1 125 shp	August 2018	Well #9 Submersible	April 2017
F.M. 3009 Pump #2 125 shp	August 2018	Well #10 Submersible	April 2017

Monthly Well Progress

Static Levels (Well Motors Off)
(measured in feet)



Pumping Levels (Well Motors Running)
(measured in feet)



Water Department Monthly Activities:

Water		Plumbing*	
New Meter Installations	3	Sewer Rough-in. #3	4
Meter Replacement	2	Plumbing Rough-in. #6	3
Main Breaks	0	Water Main to House. #8A	4
Service Line Replacement	0	Final House Inspection #9	3
Service Line Leak Repair	0	Irrigation System Inspections.	2
Fire Hydrant Maintenance	13	Water Heater Safety Inspection	3
Leak Adjustment	0	Toilet Rebates	0
Meters Read June 23, 2018	1,631	Washing Machine Rebates	0
Work Orders	131		

*Plumbing inspection Activities inaccurate due to Plumbing Inspectors availability

Projects:

- Working to improve the Water Department work order and workflow system to assist with making the day to day operations more efficient.
- TCEQ and EAA water samples completed.

Type of Report	Due Date	Date Submitted
Daily Well/Max EAA Usage/Total Usage	Daily	Run daily
Monthly Well Totals/State Report/ Water Loss	By 5 th of following month	November 5,2018
EAA Drought Condition Monthly Report	By 10 th of following month	November 5,2018
Monthly Bacteriological Samples	Monthly 1 st – 7 th	November 15,2018
Water Commission Report	2 weeks prior to meeting	January 2, 2019
City Council Meeting Report	2 weeks prior to meeting	January 2, 2019
DLQOR 1 st Quarter	April 10 th of current year	April 3,2018
DLQOR 2 nd Quarter	July 10 th of current year	July 2, 2018
DLQOR 3 rd Quarter	October 10 th of current year	October 2, 2018
DLQOR 4 th Quarter	January 10th of following year	January 10, 2018
CCTGWCD 1 st Quarter	April 10 th of current year	April 3, 2018
CCTGWCD 2 nd Quarter	July 10 th of current year	July 2, 2018
CCTGWCD 3 rd Quarter	October 10 th of current year	October 2, 2018
CCTGWCD 4 th Quarter	January 10th of following year	January 10, 2018
EAA Annual Meter Report	January 31 st of current year	January 25, 2018
TWBD Annual Water Survey	March 1 st of current year	January 31, 2018
EAA Groundwater Conservation Plan	March 31 st , 2018 Due every 3 years	March 28, 2018
TWDB Annual Water Loss Audit	May 1 st of current year	April 24, 2018
Annual Consumer Confidence Repot	July 1 st of current year	June 30, 2018
Lead & Copper Samples	June – September 2019 Due every 3 years	

CCTGWCD=Comal County Trinity Groundwater Conservation District

DLQOR=Disinfectant Level Quarterly Operating Report

EAA=Edwards Aquifer Authority

TWBD=Texas Water Development Board

Employee Updates:

Tank Overflow at Elevated Site Event Report

Date and Time: December 1, 2018 at 0608 hours

Summary of Event: While refilling Elevated Ground Storage tank to refresh water, water was observed flowing under FM 3009 and across Sumac Cove.

11/30/18 – 1450 hrs. Water Manager turned on booster pumps to drain down the ground storage tank

11/30/18 – 1530 hrs. Well pump started automatically. Water Manager turned off the booster pumps.

12/01/18 – 0608 hrs. Water Manager missed 2 restricted calls and a call from Stanley Georg

12/01/18 – 0612 hrs. Water Manager answered a call from Stanley Georg about water flowing from the ground storage tank. Water Manager checked the well status on his phone and found that the Trinity Well pump was still running.

12/01/18 – 0615 hrs. Water Manager logged into the system via cell phone and reset the well pump to off and the well pump stopped. Water Manager checked all the parameters and found that the tank hi/low numbers were at 0.0 instead of 29.6'/11.5'. Water Manager reset the parameters on his phone.

Financial Impact: 518,000 gals of water overflowed from the storage tank at a retail cost of \$22,078.31.

Investigation:

It is believed that water started to overflow the storage tank around 2000 hrs. November 30, 2018.

Ground storage tank was last drained down to refresh the water in the tank on October 2018. No issues were experienced at that time.

Only Water Manager and Public Works Manager have the access to change the set points. The data log shows that no changes to the set points had been made.

The Scada data log showed that the city water system experienced 11 power surges during the month of November.

Root Cause:

Parameters for high/low tank set points were at zero. I will contact Micro Com, our SCADA provider for an explanation of how and why this happened. I will ask for their input on how to prevent this in the future.

Preventive Actions:

1. Add a line of code to shutoff off the well pumps when parameters are at 0.0'. (Status- Contact Micro Com)
2. Implement an inspection procedure for checking set points when well is put into auto and on a bi-weekly basis thereafter. (Status- Active)
3. Limit draining down the ground storage tank manually by starting the process during mornings. (Status- Active)
4. Add a visual of hi/low parameters on tank overview. (Status- Contact Micro Com)
5. Add a float device in every tank for a mechanical overflow shutoff. (Status- Emailed Engineer)



Monthly Library Update

By Linda Crosland, Librarian

For Leisure, for learning, for life!

Upcoming Events in January

Every Monday, PAWS-i-tive Reading: Read to Shiraz, 3:00-5:00 pm

Every Tuesday, Northside Knitters, 10:00 am
Ozobot Bits are on break from 11/13-1/8/2019

Every Wednesday, Lego Robotics are on break from 11/14-1/9/2019

Every Thursday, Adult Coloring , 1:00 pm,

Every Friday
Preschool Storytime , 10:30 am
Stay & Play, 11: 15 am

Every First Monday, (1/7), Adult Game Night, 6-9 pm

Every third Tuesday, (1/15), Card-making, 1:00 pm

Every Second Saturday, (1/12), 10-12, Pokemon Club

Lunch-n-Learns for January

Wednesday, 1/23, 12:00 Noon, "Prepping Your Spring Garden and Setting up Drip Irrigation."

A thought for the day:

"We will open the book. Its pages are blank. We are going to put words on them ourselves. The book is called Opportunity and its first chapter is New Year's Day."

— Edith Lovejoy Pierce

Department Statistics

Visits to the Library	1,056
Items Checked Out	1,992
New Patrons Added	14
New Items Added to the Collection	55
Volunteer hours	156
Preschool Story Time & Stay & Play	117
Pokemon Club	16
Adult Craft Classes - Cards, Coloring, Knitters	38
Adult Games	10
Letters to Santa	238
Lunch-n-Learns	31
After School Activities— Shiraz, Bluebonnet Club	52
Caroling	39
Total Activity Attendance	541

The library is every child's light-house. It is every person's sanctuary. It is every town and country's fortress in the face of ignorance, intrusion and bad behavior.

2016		2017		2018	
Children's Activities	Number of Children	Children's Activities	Number of Children	Children's Activities	Number of Children
15	533	125	2,026	136	2,553
Adults' Activities	Number of Adults	Adults' Activities	Number of Adults	Adults' Activities	Number of Adults
36	823	37	845	104	1,678
Visits	Checks Outs	Visits	Checks Outs	Visits	Checks Outs
7,230	9,925	10,662	16,997	13,305	25,000



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: December 24, 2018
Re: Trihydro Corporation – Engineering Report January 2019 Meeting

1. 2015 CIP Street, Water and Drainage Project – Qro-Mex Construction
 - Trihydro conducted a project walkthrough with the Public Works Director and Contractor on November 28. A list of warranty repair items was established, and the contractor agreed to have the repairs completed by the end of February 2019.
2. Wells 9 & 10 and Booster Pump Facility – Pesado Construction
 - The project is complete.
3. FM 2252 TxDOT Project
 - No update from TxDOT this month.
4. FM 2252 Sewer and Water Project
 - CCMA confirmed the Enterprise Industrial Park developer agreed to extend the sewer connection under the proposed driveway crossing the CCMA easement at the intersection of Schertz Parkway and Lookout Road. The developer will also install a manhole for a future Garden Ridge connection.
 - A workshop on pressure sewer operations and maintenance has been scheduled for January 8, 2019. The City Administrator has a sign-up sheet for Council and Water Commission members.
 - Trihydro is continuing to work with the City Administrator and Financial Advisor to evaluate project scoping and funding scenarios.
5. Creekview Drainage
 - The engineer for Northeast Bible Church is working to complete a site Master Plan update that includes changes to site drainage. They anticipate submitting documentation for review in early 2019. Trihydro is actively coordinating with the engineer to support their analysis.



6. Bindseil Lane

- A draft plan set has been prepared to modify the drainage along Bindseil Lane. The plan includes modifying the existing detention pond outlet structure, grading channels along the north side of Bindseil Lane, and installing culverts under the driveways and roadway.
- The plans have been provided to the developers engineer and contractor, and we are awaiting pricing.

7. Municipal Parkway

- A striping plan has been prepared with input from the Mayor, City Administrator, Police Chief and Public Works Director to help reduce congestion on Municipal Parkway during school drop-off and pickup times. The proposed modifications include striping four lanes (two in each direction), adding an anti-gridlock box at the entrance to City Hall, and providing a dedicated turn lane for City Hall.
- We are awaiting pricing from the contractor and anticipate completing the work in early to mid-January.

8. Sumac Circle

- Drainage easement clearing, and channel construction plans are underway. Additionally, a memorandum is being prepared to advise the property owner of the proposed plan and their responsibilities related to the easement maintenance.

9. City of Selma Water CCN

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

10. MS4 Permit Preparation

- The TCEQ required 2019 MS4 permit document has been prepared pending input from the Public Works Director.

Vernon's Texas Statutes and Codes Annotated

Local Government Code (Refs & Annos)

Title 11. Public Safety

Subtitle A. Municipal Public Safety

Chapter 341. Municipal Law Enforcement

Subchapter Z. Miscellaneous Provisions

V.T.C.A., Local Government Code § 341.906

§ 341.906. Limitations on Registered Sex Offenders in General-Law Municipalities

Effective: September 1, 2017

Currentness

(a) In this section:

(1) "Child safety zone" means premises where children commonly gather. The term includes a school, day-care facility, playground, public or private youth center, public swimming pool, video arcade facility, or other facility that regularly holds events primarily for children. The term does not include a church, as defined by [Section 544.251, Insurance Code](#).

(2) "Playground," "premises," "school," "video arcade facility," and "youth center" have the meanings assigned by [Section 481.134, Health and Safety Code](#).

(3) "Registered sex offender" means an individual who is required to register as a sex offender under Chapter 62, Code of Criminal Procedure.

(b) To provide for the public safety, the governing body of a general-law municipality by ordinance may restrict a registered sex offender from going in, on, or within a specified distance of a child safety zone in the municipality.

(c) It is an affirmative defense to prosecution of an offense under the ordinance that the registered sex offender was in, on, or within a specified distance of a child safety zone for a legitimate purpose, including transportation of a child that the registered sex offender is legally permitted to be with, transportation to and from work, and other work-related purposes.

(d) The ordinance may establish a distance requirement described by Subsection (b) at any distance of not more than 1,000 feet.

(e) The ordinance shall establish procedures for a registered sex offender to apply for an exemption from the ordinance.

(f) The ordinance must exempt a registered sex offender who established residency in a residence located within the specified distance of a child safety zone before the date the ordinance is adopted. The exemption must apply only to:

(1) areas necessary for the registered sex offender to have access to and to live in the residence; and

(2) the period the registered sex offender maintains residency in the residence.

Credits

Added by Acts 2017, 85th Leg., ch. 997 (H.B. 1111), § 3, eff. Sept. 1, 2017.

Notes of Decisions (1)

V. T. C. A., Local Government Code § 341.906, TX LOCAL GOVT § 341.906

Current through the end of the 2017 Regular and First Called Sessions of the 85th Legislature

End of Document

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ORDINANCE NO. 217-012019

AN ORDINANCE OF THE CITY OF GARDEN RIDGE, TEXAS, MAKING IT UNLAWFUL FOR CERTAIN SEX OFFENDERS TO RESIDE WITHIN 1000 FEET OF A CHILD SAFETY ZONE; MAKING IT ILLEGAL FOR SEX OFFENDERS TO GO IN, ON, OR WITHIN 1000 FEET OF A CHILD SAFETY ZONE; PROVIDING EXCEPTIONS TO THE ORDINANCE; AND PROVIDING PENALTIES FOR VIOLATIONS OF THE ORDINANCE.

WHEREAS, the City of Garden Ridge, Texas (the “City”), has a compelling interest in protecting the health, safety, and welfare of children by reducing opportunities for sexual predators to come in contact with children; and

WHEREAS, to protect children from sex offenders, the City Council finds it necessary to create restrictions prohibiting registered sex offenders from residing near or going in, on, or within Child Safety Zones (hereinafter defined); and

WHEREAS, the laws of the State of Texas, including those found in Chapter 51 of the Texas Local Government Code and the City’s Charter, authorize the City to adopt ordinances for the good government, peace, order, and welfare of the City; and

WHEREAS, the laws of the State of Texas, including those found in Section 341.906 of the Texas Local Government Code, authorize the City to adopt an ordinance to establish a 1000-foot safety zone for children as a condition of community supervision for those convicted of certain sexual offenses; and

WHEREAS, the City Council hereby finds and determines that sexual offenders who prey on children are a threat to the public health, welfare, and safety of the citizens of the City; and

WHEREAS, the City Council hereby finds and determines that prohibiting individuals required to register on the Texas Department of Public Safety’s Sex Offender Database from residing near or going in, on, or within a Child Safety Zone (hereinafter defined) will reduce opportunities for sexual offenders to come into contact with children; and

WHEREAS, the City Council hereby finds and determines that the City’s residency restriction and prohibition on going in, on, or within a Child Safety Zone (hereinafter defined) on sex offenders is consistent with the current Child Safety Zone statutes established by Section 341.906 of the Texas Local Government Code; and

WHEREAS, the City finds and determines that rules and regulations adopted herein promote the public health, welfare, and safety of the citizens of the City.

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

SECTION 1. FINDINGS.

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

SECTION 2. DEFINITIONS.

The following words, terms, phrases, and the derivation thereof when used in this Ordinance shall have the following meanings:

Child means any person under the age of seventeen (17).

Child Safety Zone means premises where children commonly gather. The term includes a school, day-care facility, playground, public or private youth center, public swimming pool, video arcade facility, or other facility that regularly holds events primarily for children.

In this section, “institution of higher education,” “playground,” “premises,” “school,” “video arcade facility,” and “youth center” have the meanings assigned by Section 481.134 of the Texas Health and Safety Code, as amended.

Database means the Texas Department of Public Safety’s Sex Offender Database.

Day-Care Facility means a facility licensed by the State of Texas, which provides care, training, education, custody, treatment, or supervision for children for less than twenty-four (24) hours a day.

Public or Private Park means

- a) any land designated for public recreation or any athletic field that is owned, leased, or maintained by the City, including, but not limited to, conservation areas, recreational centers, skate parks, water parks, or public swimming pools; or
- b) any private land that is used by the general public as a recreational or park area, including, but not limited to, a park or playground maintained by a community home owners’ association.

Residence, Permanent means the place within the City that a person registers or verifies under Article 62.152, Texas Code of Criminal Procedure, as the person's residence.

Residence, Temporary means a place where a person abides, lodges, or resides for a period of fourteen (14) or more days in the aggregate during any calendar year and which is not the person's permanent address, or a place where a person routinely abides, resides, or lodges for a period of four (4) or more consecutive or nonconsecutive days in any month and which is not the person's permanent residence.

Sex Offender means an individual who is required to register as a sex offender under Chapter 62, Texas Code of Criminal Procedure.

SECTION 3. SEXUAL OFFENDERS RESIDENCE PROHIBITION.

It is unlawful for a Sex Offender to establish a Permanent Residence or Temporary Residence within one-thousand (1,000) feet of any Child Safety Zone.

SECTION 4. MEASUREMENT.

- a) For the purposes of Section 3, measurement is made in a straight line, without regard to intervening structures or objects, from the nearest portion of the Permanent Residence or Temporary Residence to the nearest property line of the Child Safety Zone.
- b) In cases of dispute over measured distances, it shall be incumbent upon the person(s) challenging the measurement to prove otherwise.

SECTION 5. AFFIRMATIVE DEFENSES.

It is a defense to prosecution under Section 3 that a person who has a Permanent Residence or Temporary Residence within one-thousand (1,000) feet of a Child Safety Zone:

- a) Established the Permanent Residence or Temporary Residence and complied with all the sexual offender registration laws of the State of Texas prior to the effective date of this Ordinance.
- b) Established the Permanent Residence or Temporary Residence and complied with all sexual offender registration laws of the State of Texas prior to the date a new Child Safety Zone is established.
- c) That the person required to register on the Database has been exempted by a court order from registration as a Sex Offender under Chapter 62, Texas Code of Criminal Procedure.
- d) That the person required to register on the Database has had the offense for which the Sex Offender registration was required reversed on appeal or pardoned.
- e) That the person's duty to register on the Database has expired.
- f) That the information on the Database is incorrect, and the person listed on the Database can provide evidence to show such error.
- g) It is not a defense to prosecution under this section that a person, who is required to register as a Sex Offender under the Texas Code of Criminal Procedure, was allowed by mistake or error of the City to reside in a Permanent Residence or Temporary Residence that is within one-thousand (1,000) feet of any Child Safety Zone.
- h) That the person can establish a defense to prosecution pursuant to Texas Penal Code Chapter 62 or relevant criminal provision.

SECTION 6. SEXUAL OFFENDERS PROHIBITED FROM GOING IN, ON, OR WITHIN CHILD SAFETY ZONES.

It is unlawful for a Sex Offender to knowingly or intentionally go in, on, or within one-thousand (1,000) feet of a Child Safety Zone.

SECTION 7. AFFIRMATIVE DEFENSES.

It is a defense to prosecution under Section 6 that a person:

- a) That, at the time a person prohibited from going in, on, or within a Child Safety Zone pursuant to Section 6 went in, on, or within the Child Safety Zone,
 - i. such person was the parent or legal guardian of a child and was in the Child Safety Zone for a legitimate purpose, including transportation of a child to or from a location in a Child Safety Zone; or
 - ii. such person was in a Child Safety Zone for a legitimate purpose, including transportation to and from work, and other work-related purposes.
- b) That the person required to register on the Database has been exempted by a court order from registration as a Sex Offender under Chapter 62, Texas Code of Criminal Procedure.
- c) That the person required to register on the Database has had the offense for which the Sex Offender registration was required reversed on appeal or pardoned.
- d) That the person's duty to register on the Database has expired.
- e) That the information on the Database is incorrect, and the person listed on the Database can provide evidence to show such error.
- f) That the person can establish a defense to prosecution pursuant to Texas Penal Code Chapter 62 or relevant criminal provision.

SECTION 8. CHILD SAFETY ZONE MAP.

The Garden Ridge Police Department will maintain a map illustrating the Child Safety Zones in the City. The City shall review the map annually for changes. This map will be available to the public at the Garden Ridge Police Department or available on both the City website and the Garden Ridge Police Department website. In cases of dispute over places designated as Child Safety Zones, it shall be incumbent upon the person(s) challenging the location to prove otherwise.

SECTION 9. EXEMPTIONS.

- a) A person who is required to register as a Sex Offender may petition the City Council, in writing, for an exemption from the requirements of this ordinance.
- b) The City Council may authorize an exemption from this Ordinance when, in its opinion, under hardship will result from compliance of an individualized recidivist assessment indicates an exemption should be granted. In granting an exemption, the City Council shall take into account the probable effect the exemption will have upon the public health, safety and welfare of the City.
- c) The City Council shall make findings based on specific facts of each case shall document such findings in the official minutes of council meeting.

SECTION 10. PENALTIES.

Any person found guilty of violating this Ordinance shall be guilty of a misdemeanor and upon conviction thereof shall be fined an amount not to exceed the maximum amount of \$500.00. Each day that a violation exists shall constitute a separate offense.

SECTION 11. CUMULATIVE CLAUSE.

This Ordinance shall be cumulative of all provisions of the City, except where the provisions of this Ordinance are in direct conflict with the provisions of such Ordinance, in which event the conflicting provisions of such Ordinance are hereby repealed.

SECTION 12. SEVERABILITY.

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

SECTION 13. EFFECTIVE DATE.

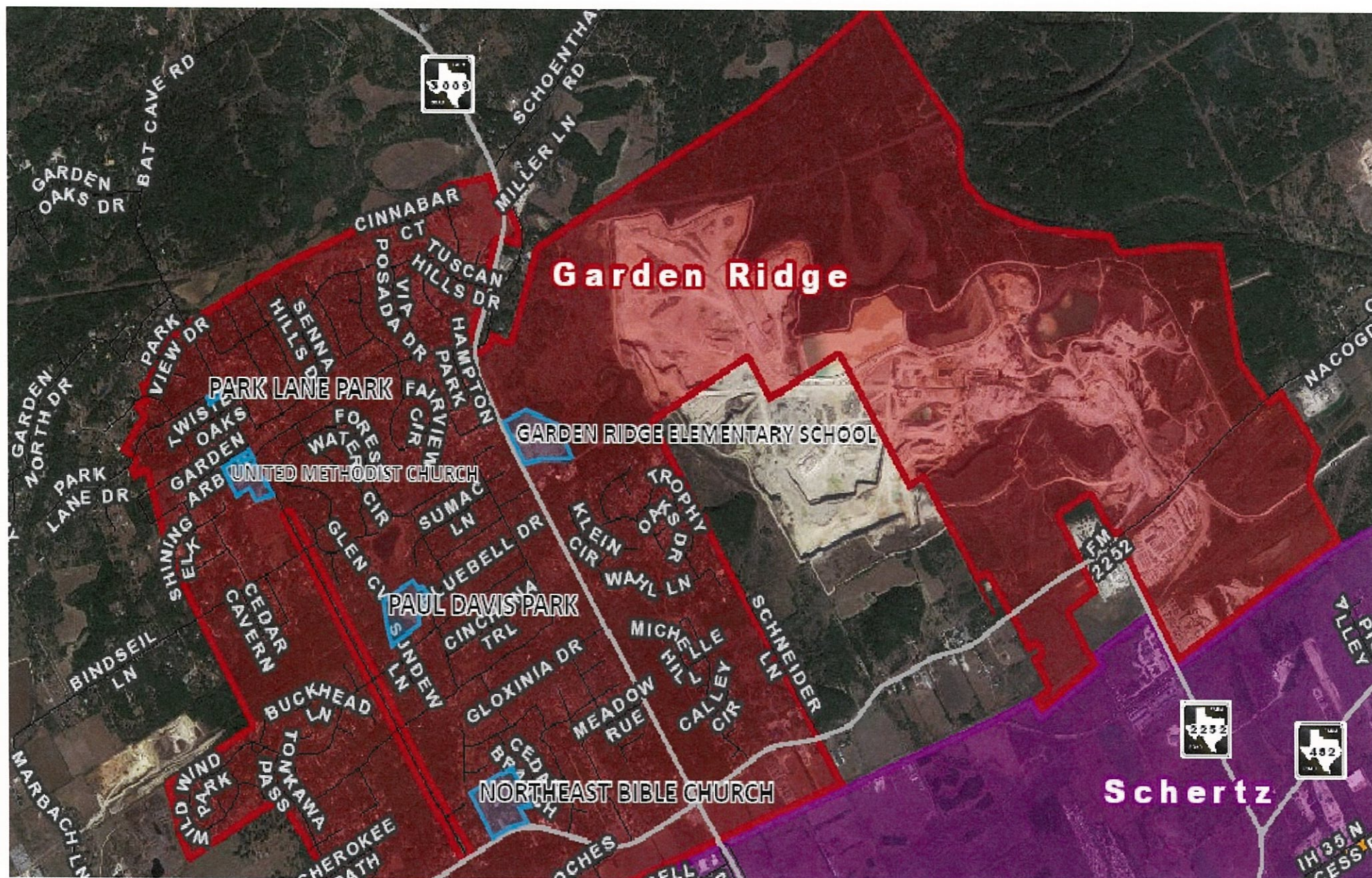
This Ordinance shall become effective immediately upon its passage, approval, and publication as provided by law.

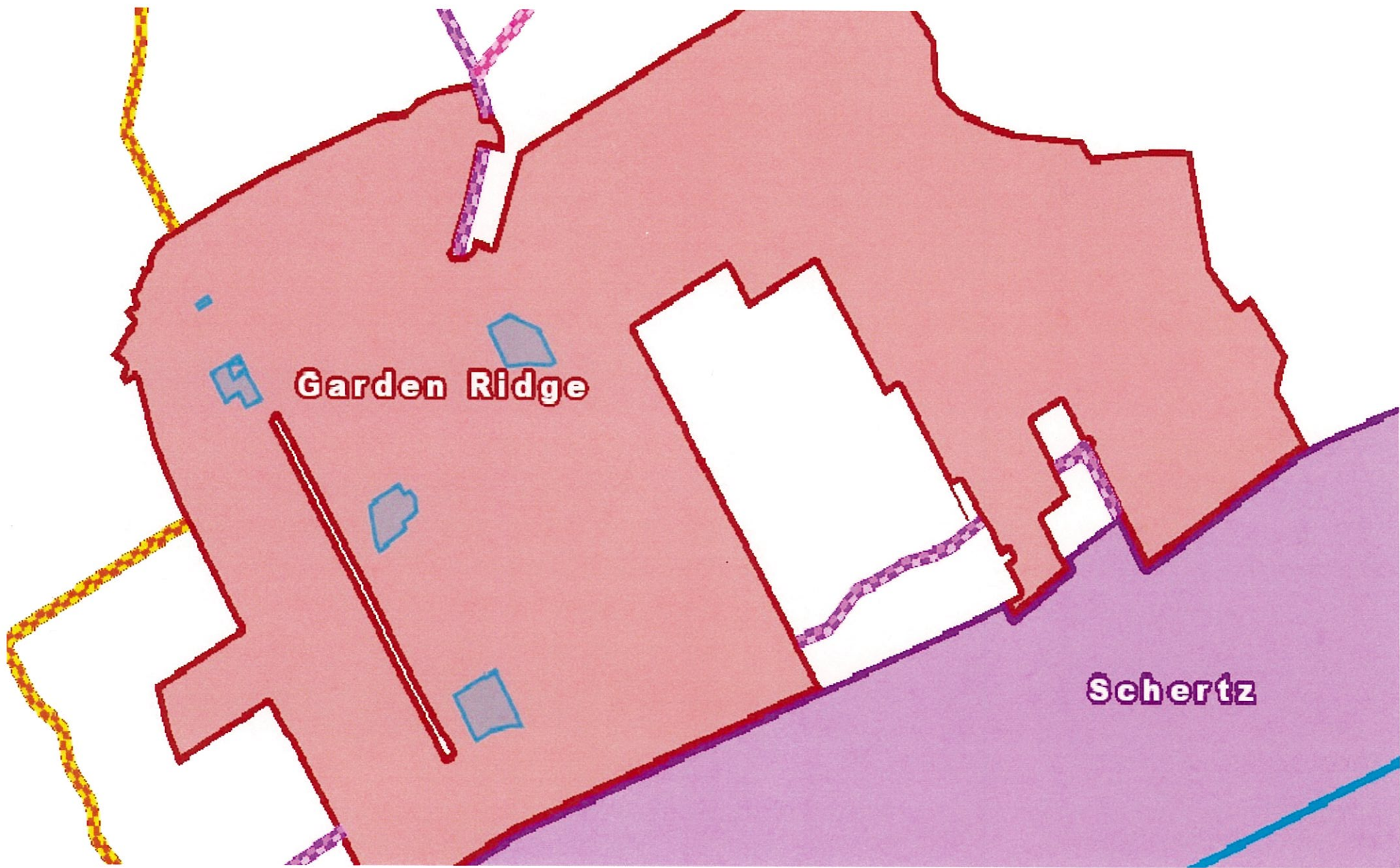
PASSED AND APPROVED ON this 2nd day of January, 2019.

Larry Thompson
Mayor

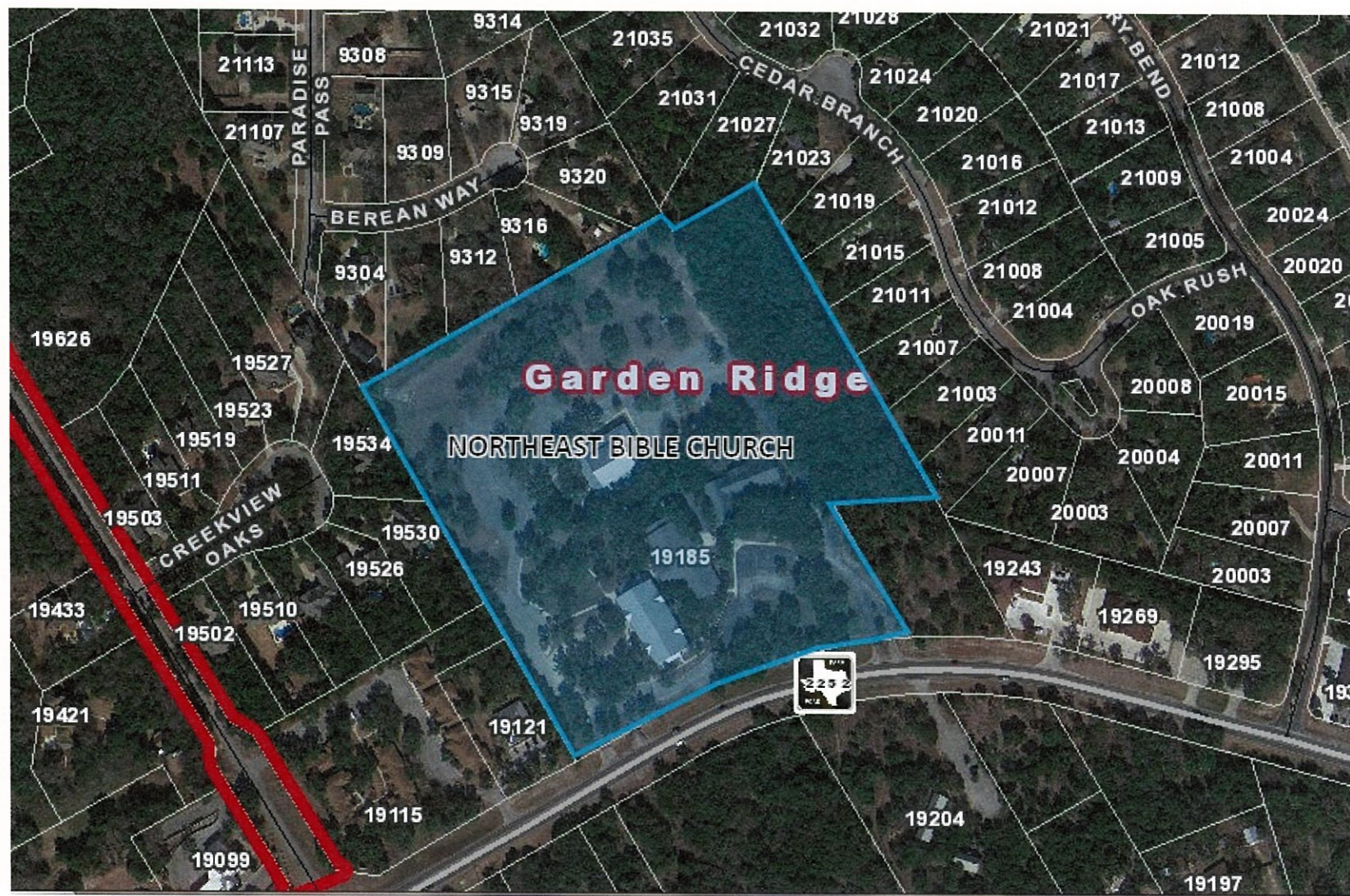
ATTEST:

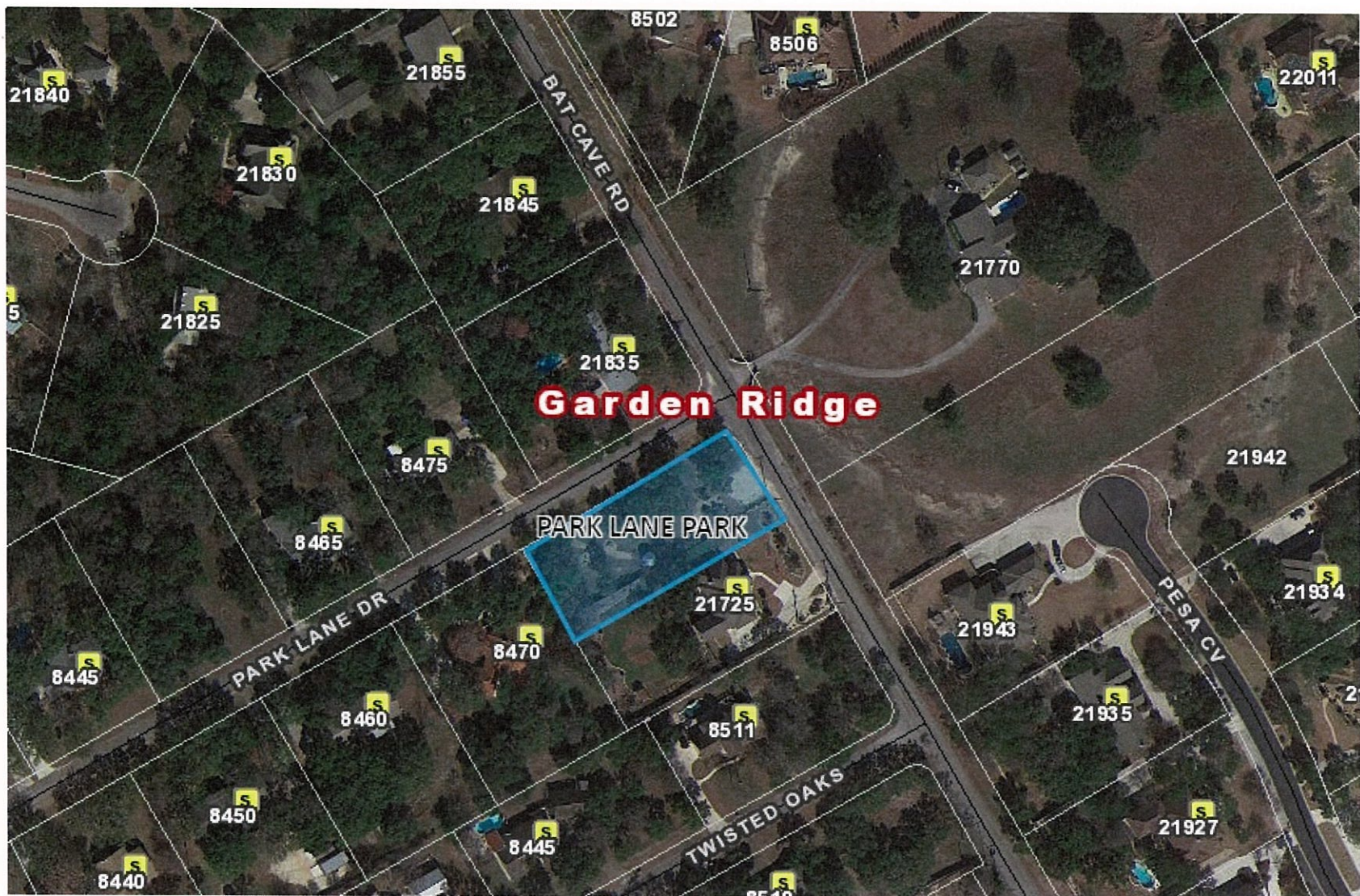
Marisa Spencer
Interim City Secretary















**STATE OF TEXAS
COUNTY OF COMAL**

A CONTRACT GRANTING THE RIGHT AND PRIVILEGE TO RMH RANCH SERVICES, LLC TO PROVIDE TRAPPING AND WILDLIFE MANAGEMENT SERVICES TO THE CITY OF GARDEN RIDGE, COMAL COUNTY, TEXAS AND PRESCRIBING THE TERMS, CONDITIONS, OBLIGATIONS AND LIMITATIONS UPON AND UNDER WHICH SUCH CONTRACT SHALL BE EXERCISED.

NOW, THEREFORE, THE CITY OF GARDEN RIDGE, COMAL COUNTY, TEXAS, AND RMH RANCH SERVICES, LLC AGREE AS FOLLOWS:

SECTION 1. GRANT OF AUTHORITY. There is hereby granted by CITY OF GARDEN RIDGE, COMAL, TEXAS (hereinafter called "City") to RMH RANCH SERVICES, LLC (hereinafter called "Contractor") the right and privilege to operate equipment and labor for the identification, trapping, and associated services in the execution of the wildlife management plan (Scope of Services), specifically regarding the removal of whitetail deer annually, in the City of Garden Ridge. The aforementioned Scope of Services shall not exceed the annual amount budgeted by the City Council. The amount budgeted for the Fiscal Year 2019 has been set at \$50,000.00.

SECTION 2. TERM OF CONTRACT. This contract shall become effective and be enforced as of the 6th day of December 2018, and ending on the 6th day of December 2023. However, an extension may be granted to this contract if both parties agree to a new termination date mutually acceptable.

SECTION 3. COMPLIANCE WITH LAWS AND ORDINANCES. The Contractor shall at all times during the life of this contract, be subject to any reasonable regulations as City shall hereafter provide. In addition, Contractor will observe all state, federal, and local laws, regulations, and ordinances regulating the trapping and removal of whitetail deer.

SECTION 4. LIABILITY. It is expressly understood and agreed by and between City and Contractor that the Contractor hereby agrees to fully indemnify, defend, and hold City harmless from and against any and all losses, claims, lawsuits, judgments, demands, attorney's fees, awards, costs and damages of any kind sustained by or asserted against City pertaining in any way, directly or indirectly, to the intentional actions or omissions of Contractor and/or any of Contractor's agents, subcontractors, representatives, officers, managers, or employees.

SECTION 5. INSURANCE REQUIREMENTS. At all times during the term of this agreement, Contractor agrees to carry a commercial general liability insurance policy naming the City of Garden Ridge as an additional insured. Such insurance will be carried with a company that carries an A.M. Best rating of A++ or similar rating agency.

SECTION 6. SERVICE STANDARDS. The Contractor shall maintain and operate its identification and trapping systems and equipment in good working order to render efficient service subject to the terms of this contract. The following shall be considered as requirements:

- a) Equipment. All equipment, including motor vehicles and trucks necessary for the performance of this agreement shall be in good condition and repair. Trapping equipment must be setup and maintained in such a way to not harm any humans or animals not intended to be trapped in this contract. Contractor's equipment is property of Contractor and shall not be interfered with, trespassed in, or damaged by any citizen or affiliate of City.
- b) Operators. Contractor's operators, both local and remote, shall take every precaution necessary not to harm any non-targeted animal. In the event that a non-targeted animal is injured or killed both parties will review the circumstances and come to a mutual agreement. The City understands that the animals are wild thus the animals stress level can increase due to human interaction and even perish.
- c) Notifications. Contractor shall contact the City designated contacts for access to the property through the reasonable notification means prescribed by the City. City understands that it is often necessary for Contractor to access the property at odd and abnormal hours (11:00pm-4:00am) and agrees to grant permission for the contractor to access the property for the purposes of this contract whenever it shall be required.

SECTION 7. PERMITTING REQUIREMENTS. The Contractor understands and agrees to hold the responsibility of coordinating and conducting all TTT and TTP and any other permitting required by the State of Texas and Texas Parks and Wildlife prior to the trapping of animals. TTT means trap, transport, and transplant as contemplated by Texas Parks and Wildlife. TTP means trap, transport, and process as contemplated by Texas Parks and Wildlife. For this responsibility, the City agrees to list Contractor as an Agent for City with the scope of authority to extend to matters involving permits required by Texas Parks and Wildlife. City agrees to tender Contractor an initial one-time agent fee of \$2,500.00 then an annual agent fee of \$1,500.00 for the following years of the contract.

SECTION 8. NON-TRANSFERABILITY CONTRACT RIGHTS. The Contractor shall not accept, sell, transfer or assign its rights or system under this contract to any other person or corporation without the prior written approval of City, which will not be unreasonably withheld.

SECTION 9. RATES, COLLECTIONS, PAYMENT. Both parties agree to the price per animal trapped and removed before the animal is removed from the property is to be \$175.00/head. The \$175.00/head includes all costs involved with trapping the animals (meeting with The City, HOA, and land owners, should it be necessary; setting up/taking down traps: feed: loading and removal of animals: transport for TTT or TTP; any and all processing fees: clean up of trapping sites.) Expressly excluded from the cost per head is the cost of Chronic Waste Disease (CWD) testing should it be required by Texas Parks and Wildlife. City agrees to tender Contractor \$45,500.00 for an agreed amount of 260 whitetail removed from City. City agrees to tender Contractor \$1,875.00 for the expenses associated with CWD testing (\$125.00 per whitetail for 15 head of whitetail).

SECTION 10. TERMINATION OF CONTRACT. Either party may terminate this contract at any time, for any reason, with thirty (30) days written notice or as prescribed in earlier sections. If the Contractor fails to deliver on prescribed services or has a material breach of the agreement, they will have three (3) days to remedy the deficiency upon receipt of notice. If the party fails or refuses to correct the deficiency, then the contract may be terminated immediately.

SECTION 11. LAW AND VENUE. This Contract is governed by the laws of the State of Texas and a lawsuit may only be prosecuted on this Contract in a court of competent jurisdiction located in or having jurisdiction in Comal County, Texas.

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

THE CITY OF GARDEN RIDGE

By: Nancy Cain
Title: City Administrator
Print Name: Nancy Cain

ATTEST:

[Signature]

RMH RANCH SERVICES, LLC

By: [Signature]
Title: Contractor
Print Name: RYAN MURPHY

ATTEST:

[Signature]

Future Agenda Items

City Council

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 agenda.
7 days before Meeting	(01/30/19)	Post agenda on bulletin board. City Council receives packet (allowing a day and half for corrections/request additional information 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
2. Financial Report

Reports

1. Staff Reports (Admin, Police Department, Public Works, Water, Library)
2. CIP Engineer Projects Status Reports
3. City Commission and Committee Reports/Recommendations/Possible Actions
 - a. Planning and Zoning Commission
 - b. Quarry Commission
 - c. Water Commission
 - d. Wildlife Management Advisory Commission
 - e. Parks Committee Activities/Project Updates
 - f. *Volunteer Garden Ridge!*

Ordinances/Resolutions/Discussions/Approvals/Authorizations

1. Election Ordinance

Updates:

1. City Administrator Projects
2. Mayor's Projects
3. City Council Projects

Future Agenda Items

Executive Session

March 6, 2019

Regular Meeting

14 days before Meeting	(02/20/19)	City Council and Staff items are due
9 days before Meeting	(02/25/19)	City Administrator and Mayor review agenda. Mayor sets the agenda. City Attorney is sent the agenda.
7 days before Meeting	(02/27/19)	Post agenda on bulletin board. City Council receives packet (allowing a day and half for corrections/request additional information to be added)
5 days before Meeting	(03/01/19)	Post Agenda Packet to City Website.
Meeting Day	(03/06/19)	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
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31						

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1. Election Ordinance

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1. City Administrator Projects
2. Mayor's Projects
3. City Council Projects

Future Agenda Items

Executive Session

PENDING FUTURE AGENDA ITEMS

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

Items for further discussion before adding to list

State of City..... *Cain*