



City of Garden Ridge

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

AGENDA CITY COUNCIL REGULAR MEETING WEDNESDAY, MARCH 4, 2020, 6:00 P.M.

The Garden Ridge City Council will meet in a regular session on Wednesday, March 4, 2020, at 6:00 p.m. in the City Council Chambers, 9400 Municipal Parkway, Garden Ridge, Texas. This is an open meeting, open to the public, subject to the Open Meetings Law of the State of Texas, and as required by law, notice is hereby posted providing time, place, date, and agenda thereof. The meeting facility is wheelchair accessible and accessible parking spaces are provided. Requests for accommodations or interpretative services must be made to the City Secretary 48 hours prior to this meeting.

1. Call to Order

2. Roll Call

3. Pledge of Allegiance

4. City/Employee Recognitions/Employee Introductions

- a) Thank you note from Miriam Douglas to Officer McKay and Law Enforcement Officers.
- b) Thank you note from Angie Morehead to Detective Osborn.
- c) Recognition of Employee Service Years with the City of Garden Ridge.

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 must follow these guidelines:

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

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

6. Consent Agenda

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

- a) Approval of Minutes for the February 5, 2020, City Council Regular Meeting.
- b) Financial Statement, Summary Report, and Management's Discussion and Analysis of Results of Operations – January 31, 2020.
- c) Destruction of City Records in accordance with the City of Garden Ridge Records Retention Plan.

- d) Garden Ridge Police Department Racial Profiling Report.
- e) Ordinance No. 226-032020 An Ordinance of the City Council of the City of Garden Ridge, Texas, declaring unopposed candidates in the May 2, 2020, General Election, elected to office; canceling the election; providing for severability; and declaring an effective date.
- f) Request submitted by Garden Ridge Elementary School for an exception to Ordinance No. 22, Section 6. Pedestrian Traffic. to allow pedestrian traffic to cross Municipal Parkway between the hours of 7:00am and 8:00am on Friday, May 22, 2020.

7. Staff Reports

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

- a) City Administrator Monthly Activity Report.
 - Community and Event 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.
- b) Police Department Monthly Activity Report.
 - Traffic and Code Compliance Enforcement, criminal activity, and upcoming events.
- c) Public Works Monthly Activity Report.
 - Street and right-of-way maintenance, drainage facility and easement maintenance, City parking lots and facility maintenance, Animal Services (domestic and wild), Oak Wilt, and Public Works Projects.
- d) Water Department Monthly Activity Report.
 - Water pumping/usage from City wells, water system infrastructure maintenance, repairs and/or projects, leak adjustments, Water and/or Drought Management (current Watering Stage).
- e) Library Monthly Activity Report.
 - Upcoming events.

8. City Engineer Projects Status Reports

- a) FM 2252 TxDOT Project.
- b) FM 2252 Wastewater Project.

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

- a) Planning and Zoning Commission Recommendations and Possible Action:
 - 1. Receive monthly activity update as applicable.
- b) Quarry Commission Recommendations and Possible Action:
 - 1. Receive monthly activity update as applicable.
- c) Water Commission Recommendations and Possible Action:
 - 1. Receive monthly activity update as applicable.
- d) Wildlife Management Advisory Commission Recommendations and Possible Action:
 - 1. Receive monthly activity update as applicable.
- e) Garden Ridge Parks Committee:
 - 1. Naming of pocket park on Fairview Circle.
 - 1.1. Receive recommendation to name the park Eagle Scout Park.
 - 1.2. Take action on recommendation.
 - 2. Receive monthly activity update as applicable.
- f) *Volunteer Garden Ridge!*
 - 1. Receive monthly activity update as applicable.

10. Approvals/Authorizations

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

- a) Garden Ridge Market Days.
 - 1. Discuss and take action on account funds and financial matters related to privatization of the Market.
- b) City of Garden Ridge Shred Event Sponsorship Proposal submitted by Suzanne Kuntz Real Estate Team.
 - 1. Discuss and take action on proposal.

11. Updates

- a) City Administrator Reports.
 - 1. Update on CIP projects.
 - 2. Update on security upgrades at Paul Davis Park.
 - 3. Update on Oak Wilt.
 - 4. Update on Household Hazardous Waste Event and DEA National Prescription Drug Take Back Day.
- b) Mayor's Projects.
 - 1. Communication Report.
 - 2. Citizen Contact Report.
 - 3. TxDOT Coordination/FM 3009 Safety.

12. Discussion of Future Agenda Items

13. Citizen Comment Period – limited to 20 minutes total **See “Rules for Citizens’ Participation” under Item 5.**

14. 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
Boy Scouts and/or Girl Scouts
City of Garden Ridge sponsored events and outreach efforts
Comal ISD (Garden Ridge Elementary School/Danville Middle School/Davenport High School)
Counties (Bexar/Comal/Guadalupe)
Garden Ridge Lions Club
Garden Ridge Citizen Police Academy Alumni Association/Citizen Patrol
Garden Ridge Women's Club
Greater Bexar County Council of Cities
Northeast Partnership

15. 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 deliberating the purchase, lease, exchange, or value of real property and regarding related negotiations for City building projects, and utility projects.
 - 2. To seek legal advice regarding application of constitutional provisions related to use of city hall.

16. 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.

- a) Take action on request submitted by Jeanette Baldwin, on behalf of Classical Conversations, for use of city hall on Saturday, April 25, 2020.

17. Adjournment

AGENDA NOTICES:

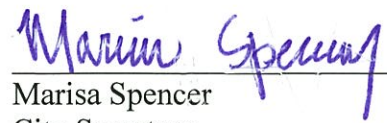
Decorum Required: Any disruptive behavior, including shouting or derogatory statements or comments may be ruled out of order by the Presiding Officer. Continuation of this type of behavior could result in a request by the Presiding Officer that the individual leave the meeting, and if refused, an order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

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

Executive Sessions Authorized: This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

Attendance By Other Elected or Appointed Officials: It is anticipated that members of the other city boards, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the City Council, other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action are specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.

This is to certify that I, Marisa Spencer, posted this Agenda at 5:00 p.m. on February 27, 2020, on the bulletin board located at the entrance to the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas.



Marisa Spencer
City Secretary

Miriam Douglas
8502 Tuscan Hill Drive
Garden Ridge, TX 78266

January 10th, a Friday morning between 7 and 7:10 a.m., I was on my way to work via route FM 3009 right across from the elementary school when my car suddenly stopped and I could not move. I realized that I didn't have enough gas to make it to the nearest shell gas station which I was about half a mile short. The traffic officer directing traffic for the school buses immediately came to my aid and assisted in pushing my car to the side to allow other vehicles to pass and to avoid further delay with traffic. The Traffic Officer then instructed me to standby while he called the police department to see if they could help me out. He did exactly that and before I knew it, a police officer was there to help me out and so I thanked the traffic officer but I was unable to get his name as it all happened so fast. He returned to his assigned duty and was diligent in getting traffic back to normal.

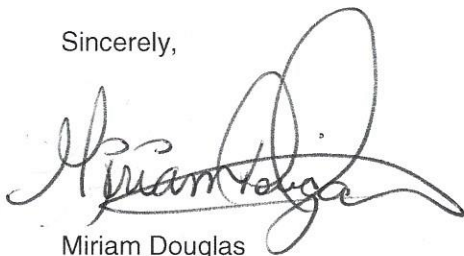
The police officer that came to my aid took over and asked me what happened?, I told her of my negligence (I was on my way to the gas station then work but didn't have enough gas and my car shut off) and she offered to get me to the shell gas station so that I could get gas and get to work to continue my day as usual. The police officer names was Holly but I was unable to get her full name. Nevertheless, police officer Holly searched me before I got into the police car, she helped me into the police car and asked me questions as we traveled to the gas station. She also transported me back to my car and ensured that I had enough gas to get my car started. I thanked her and then left to get the car to the gas station and fill up with gas to avoid further issues. As I was driving, I noticed that Officer Holly was behind me making sure that I was really good to go before she took off. That moment was inspiring to me because of all of the bad things that you hear on the news but here I was in the best experience with a police officer. I think it is safe to say that in the last few years police officers have had a lot of bad days. Some have faced a lot of hatred over the last few years while others have received a lot of thanks for their service, but they have all watched their backs a little more.

I feel as though in the wake of the recent tragedies, police officers have not received the gratitude and thanks they deserve. As a military member, I have been surrounded by police officers and I have seen the impact the job has on them, and I see what they put their families through. So for all the officers, thank you.

Knowing the cops that serve my township, I know that they give up a lot and do a lot for our community and they deserve to be thanked. There are so many police officers out there that are just doing their jobs the best that they can. They all deserve to hear a thank you because now more than ever their job and their work is underappreciated.

So I wrote this letter to thank the traffic officer (sorry that I did not get your name) and police officer Holly for putting our community that you serve above. It is officers like you that will do anything to protect and take care of the community.

Sincerely,

A handwritten signature in black ink, appearing to read 'Miriam Douglas', with a large, stylized loop at the end.

Miriam Douglas

Detective Osborn,

Thank you for your support and encouragement when I needed it the most. I will never forget at the end of each call you would encourage me and say, "you're doing a good job Mom." I needed to hear those words! May God bless you!

-Angie Morehead



City of Garden Ridge

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

MINUTES CITY COUNCIL REGULAR MEETING WEDNESDAY, FEBRUARY 5, 2020, 6:00 P.M.

Councilmembers Present:

Mayor Larry Thompson
Mayor Pro-Tem John McCaw
Councilmember Lisa Swint
Councilmember Bryan Lantzy
Councilmember Todd Arvidson
Councilmember Kay Bower

Councilmembers Absent:

None

City Staff Present:

Nancy Cain, City Administrator
Marisa Spencer, City Secretary
Kat Balbi, Assistant City Secretary
Cynthia Trevino, City Attorney
Ron Eberhardt, Police Chief
Jacob Parsons, Water Manager
Steven Steinmetz, Public Works Director
Karen Ford, Finance/HR
Linda Crosland, Librarian

City Commission Representatives Present:

Cynthia Shanahan-Segovia, Chair, Wildlife Management Advisory Commission
Dr. Jim Miller, Chair, Planning and Zoning Commission
Jesse Valdez, Chair, Water Commission
Johnell Holly, Chair, Quarry Commission

Other City Commissioners in Attendance:

Karen Diaz, Vice-Chair, Planning and Zoning Commission
Ken Kneupper, Wildlife Management Advisory Commissioner
Shannon Drichta, Wildlife Management Advisory Commissioner
James Mueller, Water Commissioner

1. Call to Order

With a quorum of the City Councilmembers present, Mayor Thompson called the regular meeting of the Garden Ridge City Council to order at 6:00 p.m. on Wednesday, February 5, 2020, 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 and the Texas Pledge.

4. Proclamations

a) Teen Dating Violence Awareness Month.

Mayor Thompson presented a proclamation to Ellie Truan and Jason Hand, Crisis Center of Comal County, declaring the month of February as Teen Dating Violence Awareness Month in the City of Garden Ridge.

Ellie Truan, Crisis Center of Comal County Prevention Specialist, thanked Mayor Thompson, City Council, and the City of Garden Ridge for raising awareness about teen dating violence and spoke regarding the services and resources provided by the Crisis Center of Comal County.

5. City/Employee Recognitions/Employee Introductions

a) Thank you note from Joe Maloney to Officer Byrne.

Nancy Cain, City Administrator, stated a thank you note was received from Joe Maloney to Officer Byrne for monitoring traffic infractions at a high traffic intersection in the City.

b) Thank you note from Kim Ryan to Officer Hackenberg.

Nancy Cain, City Administrator, stated a thank you note was received from Kim Ryan to Officer Hackenberg for his quick response and insightful suggestions in locating a missing package.

c) Thank you notes from Herb and Lona Langthorp to the City of Garden Ridge Staff.

Nancy Cain, City Administrator, stated thank you notes were received from Herb and Lona Langthorp to the City of Garden Ridge Staff for going above and beyond while being caring, helpful, and compassionate.

d) Recognition of Employee Service Years with the City of Garden Ridge.

Nancy Cain, City Administrator, recognized Officer McKay for her four (4) years of dedication, service, and tenure with the City of Garden Ridge.

6. Citizen Comment Period – limited to 30 minutes total

Mayor Thompson reviewed the rules for Citizen Comment Period.

Mark Hausheer, 20914 Misty Arbor, spoke regarding proposed no parking zones in Ordinance No. 22.

Lisa Chabot, 21927 Paseo Corto Drive, spoke regarding Garden Ridge Market Days.

Charles Weisinger, 8302 Shining Elk, spoke regarding proposed no parking zones in Ordinance No. 22 and an upcoming event in support of Garden Ridge Elementary School.

Erika Rodriguez, 9328 Blazing Star, spoke regarding Garden Ridge Market Days.

Rod Chamberlain, 8807 Cherokee Path, spoke regarding proposed no parking zones in Ordinance No. 22.

Tracey Blackwell, 9745 Trophy Oaks Drive, spoke regarding proposed no parking zones in Ordinance No. 22.

Susan Becher, 9742 Trophy Oaks Drive, spoke regarding Garden Ridge Market Days.

Paul Godwin, 9660 Trophy Oaks Drive, spoke regarding proposed no parking zones in Ordinance No. 22.

Rudy Andabaker, 21131 Gunther Grove, spoke regarding proposed no parking zones in Ordinance No. 22.

Roger Parker, 22895 Bat Cave Road, spoke regarding Garden Ridge Market Days.

Ken Kneupper, 8891 Schoenthal Road, spoke regarding Comal ISD and Davenport High School and Comal Independent School District.

7. 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 for the January 2, 2020, City Council Regular Meeting.

b) Financial Statement, Summary Report, and Management's Discussion and Analysis of Results of Operations – December 31, 2019.

- c) **Ordinance No. 83-022020 An Ordinance of the City Council of the City of Garden Ridge, Texas, regulating the discharge of firearms within the City limits; providing a penalty; providing a cumulative and savings clause; providing for severability; and declaring an effective date.**
- d) **Ordinance No. 22-022020 An Ordinance of the City Council of the City of Garden Ridge, Texas, regulating traffic on streets, roads, and highways within the City by establishing stop sign locations and placement of traffic control devices; establishing prima facie speed limits and placement of traffic control devices; establishing through truck traffic regulations and placement of traffic control devices; establishing “no parking zones”; regulating and requiring permits for certain assemblages and processions, providing a penalty; providing for severability; and declaring an effective date.**
- e) **Resolution No. 459-022020 A Resolution of the City Council of the City of Garden Ridge, Texas, authorizing and accepting the donation of 0.045 acres of real property from the Joseline Brestle Revocable Trust.**
- f) **Resolution No. 460-022020 A Resolution of the City Council of the City of Garden Ridge, Texas, providing for the issuance of a pass to allow volunteers use of bulk dumpsters.**
- g) **Resolution No. 461-022020 A Resolution of the City Council of the City of Garden Ridge, Texas, in compliance with annual review and adoption of the Public Funds Investment Policy for the City of Garden Ridge, Texas, as required by the provisions of Texas Government Code Chapter 2256, the Public Funds Investment Act, as amended.**
- h) **Wholesale Wastewater Services Agreement between Cibolo Creek Municipal Authority and City of Garden Ridge.**
- i) **Ordinance No. 223-022020 An Ordinance of the City Council of the City of Garden Ridge, Texas, adopting the Cibolo Creek Municipal Authority Industrial Waste Order adopted February 28, 1991, and as amended thereafter; providing a penalty; providing a cumulative and savings clause; providing for severability; and declaring an effective date.**
- j) **Ordinance No. 224-022020 An Ordinance of the City Council of the City of Garden Ridge, Texas, to order a General Election on May 2, 2020, for the purpose of electing Aldermen to City Council Place One, Place Four, and Place Five; such election shall be a joint election; making provisions for the conduct of such election; and resolving other matters related to the conduct of such election.**

Mayor Thompson stated in the interest of the City Council requesting to shorten the length of meetings, action items that are straightforward or routine will be placed in the consent agenda and sent to Councilmembers in advance to review and request clarification from City Staff if needed. He stated these items and any supporting documents will still be included in the packet available to the public on the City’s website prior to the meeting with adequate time for citizens to discuss these items with their Councilmembers. Furthermore, Council will always have the opportunity to pull any consent agenda items for further discussion.

Motion: A motion was made by Councilmember Bower, seconded by Councilmember Lantzy, to pull item d) Ordinance No. 22-022020 from the Consent Agenda for further discussion. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

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

The City Council discussed implementation of the proposed no parking zones on Tonkawa Pass as reflected in Ordinance No. 22-022020. Councilmembers raised concerns regarding restricting parking, the application of traffic patterns, and traffic flow throughout the City. Chief Eberhardt discussed considerations when examining the area, reiterating Tonkawa Pass is one of the few areas that has raised curbs instead of ribbon curbs. Chief Eberhardt spoke regarding other no parking zones in the City, providing the similar situation of no parking zones around the Club of Garden Ridge to address safety concerns stemming from parking at a business located near a residential area. Chief Eberhardt discussed City Council modifications to the proposed no parking zones; however, he recommends City Council consider limiting the parking in that area in order to allow people to traverse as well as emergency vehicles to ingress and egress, particularly due to the limited sight-distance on the curve.

Mayor Pro-Tem McCaw spoke regarding updating the map of Municipal Parkway on page 14 to reflect and display the currently marked parking spaces within the no parking zone near the Public Works building.

Motion: A motion was made by Mayor Pro-Tem McCaw, seconded by Councilmember Swint, to approve Ordinance No. 22-022020 An Ordinance of the City Council of the City of Garden Ridge, Texas, regulating traffic on streets, roads, and highways within the City of Garden Ridge by establishing stop sign locations and placement of traffic control devices; establishing prima facie speed limits and placement of traffic control devices; establishing through truck traffic regulations and placement of traffic control devices; establishing “no parking zones”; regulating and requiring permits for certain assemblages and processions, providing a penalty; providing for severability; and declaring an effective date with modifications to “Attachment 3, ANNEX C, NO PARKING ZONES”. The modifications include the following: updating the map of Municipal Parkway to reflect and display the currently marked parking spaces within the school zone near the Public Works building, removing the proposed no parking zone on the South side of Tonkawa Pass from FM 2252 to Comanche Path, removing the proposed no parking zone on the North side of Tonkawa Pass from Comanche Path to Cherokee Path, and removing the proposed no parking zone on the North side of Tonkawa Pass from Cherokee Path to Timmerman Cove. The City Council voted four (4) for and one (1) opposed (Councilmember Lantzy). The motion passed by a vote of 4-1.

8. Staff Reports

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

a) City Administrator Monthly Activity Report.

Nancy Cain, City Administrator, spoke regarding the implementation of electronic utility billing and stated Denise Bissell resigned from her position with the City as Utility Clerk to take a position somewhere else.

b) Police Department Monthly Activity Report.

Chief Eberhardt reviewed the police department monthly activity report and spoke regarding the internal promotion process, congratulating Joe Thoemke for his promotion to Patrol Sergeant. Chief Eberhardt spoke regarding a recent concern claiming that a vicious dog was not being contained by the electric fence on the property. He stated the citizen came to the police department to file a police report regarding the incident; however, there was no indication that any criminal activity occurred, and the citizen would not provide a written statement. Chief Eberhardt also spoke regarding upcoming dates for the following classes open to Garden Ridge residents for free: Refuse To Be A Victim®, Civilian Response to Active Shooter Events, and Active Shooter Emergency Care Course.

c) Public Works Monthly Activity Report.

Steven Steinmetz, Public Works Director, reviewed the public works monthly activity report and spoke regarding trapping and removing feral hogs in Georg Ranch as well as an incident where 38 tires were dumped on Tonkawa Pass that had to be disposed of at the City’s expense. He updated City Council on the Public Works Department monitoring for signs of Oak Wilt, stating he met with Texas A&M Forest Service Biologist Mr. Edmonson to collect and send samples from a tree in Paul Davis Park to the Texas Plant Disease Diagnostic Lab located in College Station and currently waiting to receive the results back.

d) Water Department Monthly Activity Report.

Jacob Parsons, Water Manager, reviewed the water department monthly activity report and stated Brad Olivarri resigned from his position with the City as Deputy Water Manager to take another position somewhere else.

e) Library Monthly Activity Report.

Linda Crosland, Librarian, reviewed upcoming events at the Garden Ridge Library.

9. City Engineer Projects Status Reports

Pat Lackey, City Engineer, reviewed the Trihydro Corporation – Engineering Report for February 2020 and addressed questions from Councilmembers. The topics of discussion included the following items: FM 2252 TxDOT Project, FM 2252 Wastewater Project, and T. Blackwell Office Building.

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

a) Planning and Zoning Commission Recommendations and Possible Action:

- 1. Resolution No. 439-092018 A Resolution of the City of Garden Ridge setting the day, time, and place of regular meetings of the Planning and Zoning Commission of the City of Garden Ridge, Texas.**

- 1.1. Receive recommendation to amend Resolution No. 439-092018.**

Chair Dr. Miller stated the Commission recommends amending Resolution No. 439 to remove the regular meeting on the third Thursday effective March 2020. He spoke regarding the Commission's stability as well as their ability to still hold a special meeting if needed.

- 1.2. Take action on Resolution No. 439-022020 A Resolution of the City of Garden Ridge setting the day, time, and place of the regular meeting of the Planning and Zoning Commission of the City of Garden Ridge, Texas.**

Motion: A motion was made by Councilmember Lantzy, seconded by Councilmember Arvidson, to approve the Planning and Zoning Commission's recommendation and approve Resolution No. 439-022020 A Resolution of the City of Garden Ridge setting the day, time, and place of the regular meeting of the Planning and Zoning Commission of the City of Garden Ridge, Texas. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

- 2. Receive monthly activity update as applicable.**

Chair Dr. Miller provided City Council with an update on the topics discussed at the Commission's January meeting and spoke regarding the Draft Zoning Ordinance and legislative updates.

b) Quarry Commission Recommendations and Possible Action:

- 1. Receive monthly activity update as applicable.**

Chair Holly provided City Council with an update on the topics discussed at the Commission's January meeting and spoke regarding future educational materials pertaining to blasting.

c) Water Commission Recommendations and Possible Action:

- 1. Request for water leak adjustment for 20525 FM 3009 for the billing period of August 22, 2019 – September 23, 2019.**

- 1.1. Receive recommendation from the Water Commission.**

Chair Valdez stated the Commission reviewed the request for a water leak adjustment and stated the Commission recommends City Council approve the Water Manager's proposal of a \$3,452.38 account credit due to the Water Department's investigation of data revealing a 214,000 gallon water leak during the billing period of August 22, 2019 – September 23, 2019.

- 1.2. Take action on recommendation.**

Motion: A motion was made by Mayor Pro-Tem McCaw, seconded by Councilmember Swint, to approve the Water Commission's recommendation regarding the request for a water leak adjustment for 20525 FM 3009 for the billing period of August 22, 2019 – September 23, 2019, and credit the account in the amount of \$3,452.38. The City Council voted four (4) for and one (1) opposed (Councilmember Lantzy). The motion passed by a vote of 4-1.

- 2. Request for water leak adjustment for 9215 Gloxinia Drive for the billing period of October 23, 2019 – November 21, 2019.**

- 2.1. Receive recommendation from Water Commission.**

Chair Valdez stated the Commission reviewed the request for a water leak adjustment and stated the Commission recommends City Council approve the Water Manager's proposal of a \$779.24 account credit due to the Water Department's investigation of data revealing a 105,000 gallon water leak during the billing period of October 23, 2019 – November 21, 2019.

2.2. Take action on recommendation.

Motion: A motion was made by Councilmember Swint, seconded by Councilmember Arvidson, to approve the Water Commission's recommendation regarding the request for water leak adjustment for 9215 Gloxinia Drive for the billing period of October 23, 2019 – November 21, 2019, and credit the account in the amount of \$779.24. The City Council voted four (4) for and one (1) opposed (Councilmember Lantzy). The motion passed by a vote of 4-1.

3. Receive monthly activity update as applicable.

Chair Valdez provided City Council with an update on the topics discussed at the Commission's January meeting and spoke regarding the water leak adjustment process, commissioner activities and projects, and the water rate review process. He stated the Commission's February meeting has been cancelled due to conflicting with Comal County Early Voting, and the Commission's next meeting is scheduled for Tuesday, March 24th.

d) Wildlife Management Advisory Commission Recommendations and Possible Action:

1. Receive monthly activity update as applicable.

Chair Segovia provided City Council with an update on the topics discussed at the Commission's January meeting and spoke regarding education and training sessions, hog management, and the wildlife management plan. She thanked Councilmember Kay Bower, Rod Chamberlain, Linda Potts, and Linda Valdez for their help with the butterfly meadow in Paul Davis Park. She also stated the Commission's February meeting has been cancelled due to conflicting with Comal County Early Voting, and the Commission's next meeting is scheduled for Monday, March 16th.

Councilmember Swint requested an update on the deer management program. Chair Segovia provided City Council with an update on the status of the deer management program, stating the City has not been able to secure any viable locations for trapping.

e) Garden Ridge Parks Committee:

1. Receive monthly activity update as applicable.

Dr. Jim Miller, Parks Committee, provided City Council with an update on the Parks Committee's activities and leadership and spoke regarding the Parks Committee providing their recommendation to name the Fairview Circle pocket park to City Council in March. Dr. Jim Miller requested Councilmember Swint and Councilmember Bower provide additional updates on Parks Committee projects and events.

Councilmember Swint stated the Parks Committee submitted an application for a parks grant through Texas Parks and Wildlife Department and spoke regarding the grant as well as the application process.

Councilmember Bower announced the dates for upcoming events at Paul Davis Park, stating a park clean-up day is scheduled for Saturday, February 29th and the EGGstravaganza Event is scheduled for Saturday, April 4th.

f) Volunteer Garden Ridge!

1. Receive monthly activity update as applicable.

Nancy Cain, City Administrator, stated *Volunteer Garden Ridge!* reported 187 hours for January.

11. Approvals/Authorizations

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

a) Fiscal Year 2019 Audit Report (period ending September 30, 2019).

1. Receive a presentation and review.

Deborah Fraser of Armstrong, Vaughan & Associates, P.C. Certified Public Accountants, summarized the Fiscal Year 2019 Audit Report by reviewing the attached presentation and addressing comments from Councilmembers.

Councilmembers showed their appreciation of City staff and Ms. Fraser for the hard work and cooperative efforts evident in the audit report and presentation. Mayor Thompson thanked Ms. Fraser for sharing her knowledge as well as her gracious support of City staff. He spoke regarding how fortunate the City is to have Karen Ford, Finance/HR Director, stating receiving another great audit report is a direct reflection of her hard work and attention to detail.

2. Take action on the Fiscal Year 2019 Audit Report.

Motion: A motion was made by Mayor Pro-Tem McCaw, seconded by Councilmember Bower, to approve the Fiscal Year 2019 Audit Report. During the discussion of the motion, Councilmember Bower thanked Finance Director Karen Ford for her hard work and ensuring that City Council received the audit report in advance. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

b) Discuss and take action on Ordinance No. 225-022020 An Ordinance of the City Council of the City of Garden Ridge, Texas, declaring the maximum, reasonable, and prudent speed limits along FM 3009 in the City of Garden Ridge, Texas; providing a cumulative and savings clause; providing for severability; and declaring an effective date.

Mayor Thompson reviewed the speed limit changes along FM 3009 in the City of Garden Ridge as detailed in Ordinance No. 225.

Motion: A motion was made by Councilmember Lantzy, seconded by Councilmember Swint, to approve Ordinance No. 225-022020 An Ordinance of the City Council of the City of Garden Ridge, Texas, declaring the maximum, reasonable, and prudent speed limits along FM 3009 in the City of Garden Ridge, Texas; providing a cumulative and savings clause; providing for severability; and declaring an effective date. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

c) Discuss and take action on Resolution No. 462-022020 A Resolution of the City Council of the City of Garden Ridge, Texas, supporting the study, analysis, and implementation of solutions on FM 3009 to improve traffic flow and safety through the City of Garden Ridge.

Mayor Thompson spoke regarding the need and purpose for official action and documentation as detailed in Resolution No. 462 to provide to TxDOT so they can move forward with the study, analysis, and implementation of solutions on FM 3009 to improve traffic flow and safety through the City of Garden Ridge.

Motion: A motion was made by Councilmember Arvidson, seconded by Mayor Pro-Tem McCaw, to approve Resolution No. 462-022020 A Resolution of the City Council of the City of Garden Ridge, Texas, supporting the study, analysis, and implementation of solutions on FM 3009 to improve traffic flow and safety through the City of Garden Ridge. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

d) Garden Ridge Market Days.

1. Discuss status and monthly activity update.

Councilmember Swint provided City Council with a monthly activity update and spoke regarding the Market Manager Report, which included a January Market Summary and Marketing Recap.

2. Discuss and take action on termination of Market Manager's contract and authorize City Administrator to send written notice consistent with the contract.

Kim Wood, Market Manager, spoke regarding the history, growth, and current situation of the Market. She presented the proposed separation agreement to privatize the Garden Ridge Market Days.

Cynthia Trevino, City Attorney, spoke regarding the allocation of assets as well as preparing documentation and requested to reconvene into Executive Session to provide City Council with legal advice regarding the proposed separation agreement, including the termination of the Market Manager's contract.

Mayor Thompson announced the City Council will recess at 8:20 p.m. and reconvene into Executive Session in accordance agenda item **16. Executive Session a) Pursuant to Texas Government Code Section 551.071(1) – Consultation with Attorney. 2. To seek legal advice regarding the proposed separation agreement to privatize the Garden Ridge Market Days.**

Mayor Thompson adjourned the Executive Session and reconvened back into Regular Session at 8:33 p.m.

Motion: A motion was made by Councilmember Lantzy to approve the nullification of the contract. There was no second; therefore, the motion died.

Motion: A motion was made by Councilmember Swint to set the contract end date as Friday the 14th and to direct the City Attorney to develop a one-year license agreement for use of the webmail, website, email, and market day logo. There was no second; therefore, the motion died.

Motion: A motion was made by Mayor Pro-Tem McCaw, seconded by Councilmember Arvidson, to terminate the Market Manager's contract effective Friday, February 14th, 2020, and authorize the City Administrator to send written notice consistent with the contract. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

3. Discuss and take action on separation proposal and authorize City Administrator to negotiate terms and execute documents for and on behalf of the City.

Motion: A motion was made by Councilmember Bower, seconded by Councilmember Lantzy, to authorize the City Administrator, in conjunction with the City Attorney, to negotiate terms and execute documents for and on behalf of the City for the Garden Ridge Market Days Separation Proposal to privatize the Market. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

12. Updates

a) City Administrator Reports.

1. Update on CIP projects.

Nancy Cain, City Administrator, provided City Council with a status update on the remaining 2015 CIP funds and projects, stating she authorized the Parks Committee until the end of February to determine uses at Paul Davis Park for the remaining funds.

2. Update on security upgrades at Paul Davis Park.

Chief Eberhardt provided City Council with an update regarding the security upgrades at Paul Davis Park and displayed pictures from the newly installed camera system. Chief Eberhardt addressed questions and comments from Councilmembers.

The City Council agreed by consensus to direct Chief Eberhardt to add an additional camera that directly faces and displays the bathrooms and playground area.

b) Mayor's Projects.

1. Communication Report.

Mayor Thompson spoke regarding the February Grapevine communicating and clarifying information about building permits as well as lot sizes, lot widths, and yard dimension regulations in the City of Garden Ridge due to receiving questions and comments on these topics.

Mayor Thompson spoke regarding the implementation and success of live streaming and recording meetings to facilitate the goal of increased accessibility for all citizens. He stated 1,267 people accessed City Council videos from the first streamed City Council meeting in May 2019 to the meeting in January 2020, which averages to 181 views per City Council meeting.

2. Citizen Contact Report.

Mayor Thompson spoke regarding receiving great feedback about how fortunate the City is to have the ability of providing the bulk dumpsters for use during the first four weekends of every odd month in addition to this benefit operating smoothly. Mayor Thompson spoke regarding employees maintaining quality relationships and cooperative efforts with Republic Services. He commended the front office staff, particularly Mrs. Del Toro and Ms. Balbi, for their continued and effective communication with Republic Services to ensure superior service to all customers.

3. TxDOT Coordination/FM 3009 Safety.

Mayor Thompson provided City Council with an update on TxDOT Coordination/FM 3009 Safety and spoke regarding the speed limit change and road work on FM 3009. He recognized and thanked TxDOT for notifying the City prior to beginning the recent work on FM 3009.

13. Discussion of Future Agenda Items

None at this time.

14. Citizen Comment Period – limited to 20 minutes total

Tracey Blackwell, 9745 Trophy Oaks Drive, spoke regarding traffic and safety at the entrance to Trophy Oaks.

15. 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

Boy Scouts and/or Girl Scouts

City of Garden Ridge sponsored events and outreach efforts

Comal ISD (Garden Ridge Elementary School/Danville Middle School/Davenport High School)

Counties (Bexar/Comal/Guadalupe)

Garden Ridge Lions Club

Garden Ridge Citizen Police Academy Alumni Association/Citizen Patrol

Garden Ridge Women's Club

Greater Bexar County Council of Cities

Northeast Partnership

None.

16. Executive Session

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

a) Pursuant to Texas Government Code Section 551.071(1) and 551.071(2) – Consultation with Attorney.

- 1. 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.**
- 2. To seek legal advice regarding the proposed separation agreement to privatize the Garden Ridge Market Days.**
- 3. A matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Texas Government Code Chapter 551 – city obligations/duties and liability regarding certain criminal investigation.**

Mayor Thompson announced the City Council will recess at 8:54 p.m. and reconvene into Executive Session at 9:00 p.m., in accordance with Texas Government Code Section 551.071(1) and 551.071(2) – Consultation with Attorney to discuss and seek legal advice on the items stated above.

Mayor Thompson adjourned the Executive Session and reconvened back into Regular Session at 9:29 p.m.

17. 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 any items posted for Executive Session to allow for any action they wanted to take. Receiving no responses from Councilmembers, Mayor Thompson closed Business Items.

18. Adjournment

Motion: A motion was made by Councilmember Bower, seconded by Councilmember Arvidson, to adjourn. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously. There being no further business, the Wednesday, February 5, 2020, City Council regular meeting was adjourned at 9:29 p.m. by Mayor Thompson.

ATTEST

Larry Thompson
Mayor

Marisa Spencer
City Secretary

**SIGN IN TO SPEAK AT THE FEBRUARY 5, 2020
CITY COUNCIL REGULAR MEETING
CITIZEN COMMENT PERIOD**

①

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 must 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. Second citizen comment period
 1. You are not required to sign up.
 2. You are limited to one 2-minute period.
 - iii. State your name and address before your comments begin.
 - iv. 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	TELEPHONE NUMBER (OPTIONAL)	SUBJECT
1. Mark Hausher	20914 Misty Arber		No Parking Towake Pass
2. Lisa Chabot	21927 Paseo Corto DR		Garden Ridge Market Days
vo 3. Gillie TRUAN	1547 E. COMMON ST.		TOWAM Proclamation
4. Charles Weisinger	8302 Shining Elk		GRES Playground Fun Run
5. Erika Rodriguez	9328 BLAZING STAR		Garden Ridge Market Days
6. ROD GAMBENIN	8867 CITENOLKE PATH		ORD #22.
7. Tracey Blackwell	9745 Trophy Oaks		Garden Ridge ORD #22
8. Susan Becker (Becher)	5742 Trophy Oaks		GR Market + minutes availability
9. Paul Godwin	9660 Trophy Oak		Towake Pass
10. Rudy Andabaker	21131 Gunther Grove		TOWAKE PASS

**SIGN IN TO SPEAK AT THE FEBRUARY 5, 2020
CITY COUNCIL REGULAR MEETING
CITIZEN COMMENT PERIOD**

2

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NAME	ADDRESS	TELEPHONE NUMBER (OPTIONAL)	SUBJECT
1. Roger Parker	2208 Butane Road		GR Market
2. Ken Kneupper	8891 Schoental Rd		DAVENPORT H/S.
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			



Armstrong, Vaughan *e3* Associates, P.C.

Certified Public Accountants

City of Garden Ridge Annual Financial Report

Year Ended September 30, 2019

What is in the Annual Financial Report

- Introduction
- Independent Auditor's Report
- Management Discussion & Analysis
- Government-Wide Financial Statements
- Fund Financial Statements
- Notes to the Financial Statements
- Required Supplementary Information
- Supplemental Comparative Financial Statements
- Statistical Section

Independent Auditor's Report

- Audit Standards to follow
 - Generally Accepted Auditing Standards
 - Government Auditing Standards
- Purpose
 - To form an independent opinion on whether the financial statements are presented in accordance with Generally Accepted Accounting Principles (GAAP).
- Independent opinion on the financial statements
 - Audit in “unmodified”
 - This is the best opinion that can be given for an independent audit. It means we have no modifying statements in our opinion letter.

Management Discussion & Analysis

- Financial Highlights
- Overview of the Financial Statements
- Government-wide Financial Analysis
- Financial Analysis of the City's Funds
- Budgetary Highlights
- Capital Assets and Debt
- Requests for Information

Financial Highlights

- Government-Wide Financial Statement
 - Governmental Activities
 - Assets of the City exceeded its liabilities by \$6.6 million at September 30, 2019.
 - Net position decreased by \$415 thousand primarily due to the effects of your OPEB Liability and depreciation expense.
 - Business Type Activities
 - Assets of the Water Fund exceeded its liabilities by \$7.3 million at September 30, 2019.
 - Unrestricted Net Position increased by 1.2 to \$1.5 million at September 30, 2019 as a result of transfers of infrastructure from the capital projects.



Financial Highlights (Continued)

NET POSITION				
Net Investment in Capital Assets		4,245,536	5,884,635	10,130,171
Restricted for:				
Child Safety		36,526	-	36,526
Court Security/Technology		8,803	-	8,803
Impact Fees		-	146,310	146,310
Debt Service		27,889	-	27,889
Donations		6,288	-	6,288
Public, Educational, & Governmental (PEG) Capital Fees		33,106	-	33,106
Police Asset Forfeiture		236,149	-	236,149
Unrestricted		2,126,580	1,666,998	3,793,578
TOTAL NET POSITION		<u>\$ 6,720,877</u>	<u>\$ 7,697,943</u>	<u>\$ 14,418,820</u>

Financial Highlights (Continued)

- Fund Financial Statements
 - The General Fund's fund balance at the end of the 2019 fiscal year was \$2.4 million and the combined fund balance for all funds was \$2.9.
 - Unassigned Fund Balance for the General Fund was \$2. million or approximately 10.4 months average operating expenditures.
 - Fund balance for the general fund increased \$175 thousand. The increase is the result of lower than expected expenses; \$94 thousand of the general administration and \$45 thousand in police protection.
 - The combined fund balance decreased by \$221 thousand due to capital outlay expenditures and debt service expenditures.



Financial Highlights (Continued)

<i>Fund Balances:</i>					
Non-Spendable:					
Prepaid Items	4,984	-	-	-	4,984
Restricted for:					
Child Safety	36,526	-	-	-	36,526
Court Security	8,803	-	-	-	8,803
Debt Service	-	31,498	-	-	31,498
Donations	6,288	-	-	-	6,288
PEG Capital Fees	33,106	-	-	-	33,106
Police Asset Forfeiture	-	-	-	236,149	236,149
Assigned for:					
Capital Projects	-	-	232,750	-	232,750
Unassigned:	2,298,603	-	-	-	2,298,603
<i>Total Fund Balances</i>	<u>2,388,310</u>	<u>31,498</u>	<u>232,750</u>	<u>236,149</u>	<u>2,888,707</u>
TOTAL LIABILITIES, DEFERRED					
INFLOWS OF RESOURCES, &					
FUND BALANCES	<u>\$ 2,663,036</u>	<u>\$ 47,852</u>	<u>\$ 420,150</u>	<u>\$ 236,149</u>	<u>\$ 3,367,187</u>

Financial Highlights (Continued)

- Business-Type Activities net position decreased by \$350 thousand.



Letters on Conduct of Audit

- Accounting Policies – GASB 88
- Accounting Estimates
- Difficulties
- Misstatements
- Disagreements
- Management Representations
- Consultations with other Independent Accountants
- Compliance with the Public Funds Investment Act

FEBRUARY 5, 2020
CITY COUNCIL REGULAR MEETING
SECOND CITIZEN COMMENT PERIOD

	NAME	ADDRESS	SUBJECT
1.	Travis Blackwell	9745 Trophy Oaks	getting in front of trophy oaks
2.			
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19.			
20.			

CITY OF GARDEN RIDGE

MONTHLY ACCOUNT BALANCES & INTEREST RATES

PERIOD ENDED AS OF 01/31/2020

CITY FUNDS	BALANCE	CURRENT INTEREST RATE
GF OPERATING ACCOUNT	\$ 128,142.31	0.00%
GF MONEY MARKET	2,805,731.38	1.86%
PEG CAPITAL FEES	32,552.70	1.86%
TEXPOOL INVESTMENTS	6,577.81	1.5925%
FARMERS MARKET	4,252.92	1.06%
2017 I&S	2,028.19	1.86%
2012 I&S	150,006.58	1.86%
2012 REFI	138,697.54	1.86%
2015 I&S	160,468.69	1.86%
TEXPOOL WATER IMPACT FEES	169,930.10	1.5925%
TEXPOOL STREET IMPACT FEES	58,809.70	1.5925%
CONSTRUCTION BOND	138,611.04	1.86%
2015 CIP PROJECT	1,219.30	1.86%
ASSET/FORFEITURE - STATE	98.07	0.00%
ASSET/FORFEITURE - FED	234,002.73	1.86%
TOTAL CITY FUNDS	\$ 4,031,129.06	

WATER FUNDS	BALANCE	CURRENT INTEREST RATE
TEXPOOL WATER INVEST	\$ 2,228.09	1.5925%
WATER SURCHARGE	147,238.17	1.86%
OPERATING ACCOUNT	1,969,008.69	1.86%
TOTAL WATER FUNDS	\$ 2,118,474.95	
TOTAL ALL ACCOUNTS	\$ 6,149,604.01	

CITY OF GARDEN RIDGE
CASH & INVESTMENTS STATEMENT
CURRENT AND YEAR TO DATE AS OF 01/31/2020

GENERAL FUND	BALANCE
GF Operational Checking	\$ 128,142.31
GF Money Market	2,805,731.38
TexPool Investments	6,577.81
Restricted Amounts	(259,349.90)
TOTAL AVAILABLE FUNDS	\$ 2,681,101.60

WATER FUND	BALANCE
Operational Checking	\$ 1,969,008.69
TexPool Water Invest	2,228.09
Water Surcharge	147,238.17
Restricted Amounts	(197,624.22)
TOTAL AVAILABLE FUNDS	\$ 1,920,850.73

CITY OF GARDEN RIDGE
 STATEMENT OF ACTIVITIES
 CURRENT AND YEAR TO DATE AS OF 01/31/2020

GENERAL FUND	Jan-20	YTD	FY 2020 BUDGET	% OF BUDGET	BUDGET BALANCE
REVENUES	\$ 673,629.53	\$ 2,010,253.35	\$ 2,933,251.00	68.5%	\$ 922,997.65
EXPENDITURES					
ADMINISTRATION	56,331.19	226,142.95	768,797.00	29.4%	542,654.05
COURT	9,483.72	32,404.26	85,586.00	37.9%	53,181.74
POLICE	150,850.24	457,602.19	1,324,104.00	34.6%	866,501.81
PUBLIC FACILITIES	55,003.10	183,834.39	593,957.00	31.0%	410,122.61
COMMUNITY CENTER	3,228.30	20,415.50	61,295.00	33.3%	40,879.50
LIBRARY	10,649.34	33,338.95	96,182.00	34.7%	62,843.05
FARMERS MARKET	1,644.81	5,049.19	-		(5,049.19)
FUND CHANGES/XFER	-	-	-	0.0%	-
TOTAL EXPENDITURES	287,190.70	958,787.43	2,929,921.00	32.7%	1,971,133.57
REVENUE +/- EXPENDITURES	\$ 386,438.83	\$ 1,051,465.92	\$ 3,330.00		\$ (1,048,135.92)

WATER FUND	Jan-20	YTD	FY 2020 BUDGET	% OF BUDGET	BUDGET BALANCE
REVENUES	\$ 102,279.47	\$ 483,463.06	\$ 1,785,110.00	27.1%	\$ 1,301,646.94
EXPENDITURES	128,116.51	375,922.69	1,342,120.00	28.0%	966,197.31
REVENUE +/- EXPENDITURES	(25,837.04)	107,540.37	442,990.00		335,449.63
BALANCE SHEET PMTS					
BOND PRINCIPLE PMTS	-	-	442,600.00		442,600.00
AUTO LEASE PMT	-	-	-		-
NET POSITION	\$ (25,837.04)	\$ 107,540.37	\$ 390.00		\$ (107,150.37)

CITY OF GARDEN RIDGE

STATEMENT OF ACTIVITIES - COMMUNITY CENTER PERIOD ENDED AS OF 01/31/2020

REVENUES	YTD	Budget
RENTALS	\$ 14,125.00	32,000.00
DEPOSITS	4,450.00	11,000.00
CLEAN-UP FEES	1,500.00	2,250.00
DEPOSITS REFUNDED	(5,900.00)	(12,000.00)
DONATIONS	-	-
TOTAL REVENUES	14,175.00	33,250.00
EXPENDITURES		
PAYROLL/TAXES/RETIREMENT	936.96	1,561.00
MANAGER FEES	5,358.25	17,100.00
COMPUTER/INTERNET	579.28	1,644.00
TELEPHONE	188.00	600.00
UTILITIES	2,751.21	10,600.00
MAINTENANCE	2,750.71	9,300.00
SUPPLIES	110.56	1,260.00
CLEANING	1,840.53	5,730.00
EQUIPMENT	-	500.00
MARKETING	-	1,000.00
DONATION EXPENDITURES	-	-
FACILITY ENHANCEMENTS	-	-
TOTAL EXPENDITURES	14,515.50	49,295.00
NET POSITION	\$ (340.50)	\$ (16,045.00)

Garden Ridge

Farmers Market

	Jan-20	Jan Booths	Total FY20	YTD Booths
Revenue				
Vendor Revenue	3,278.77	73	8,459.77	210
Management Fees	(1,148.75)		(3,196.42)	
Paypal Fees	(112.05)		(249.96)	
Net Vendor Revenue	2,017.97		5,013.39	
City Funding	0.00		1,000.00	
Interest Earned	0.00		4.59	
Other Revenue	0.00		1,004.59	
Total Revenue	2,017.97		6,017.98	
Expenditures				
Wages Reg & OT	161.60		528.87	
Wages Taxes/Retire	25.32		82.88	
Equipment Rental	0.00		96.17	
Marketing	0.00		479.83	
Misc. Supplies	197.09		415.06	
Total Expenditures	384.01		1,602.81	
Net Position	1,633.96		4,415.17	

Management's Discussion and Analysis of Results of Operations – January 2020

GENERAL FUND

Cash

The January 31st Unrestricted Fund Balance is \$2,681.1k.

Revenue

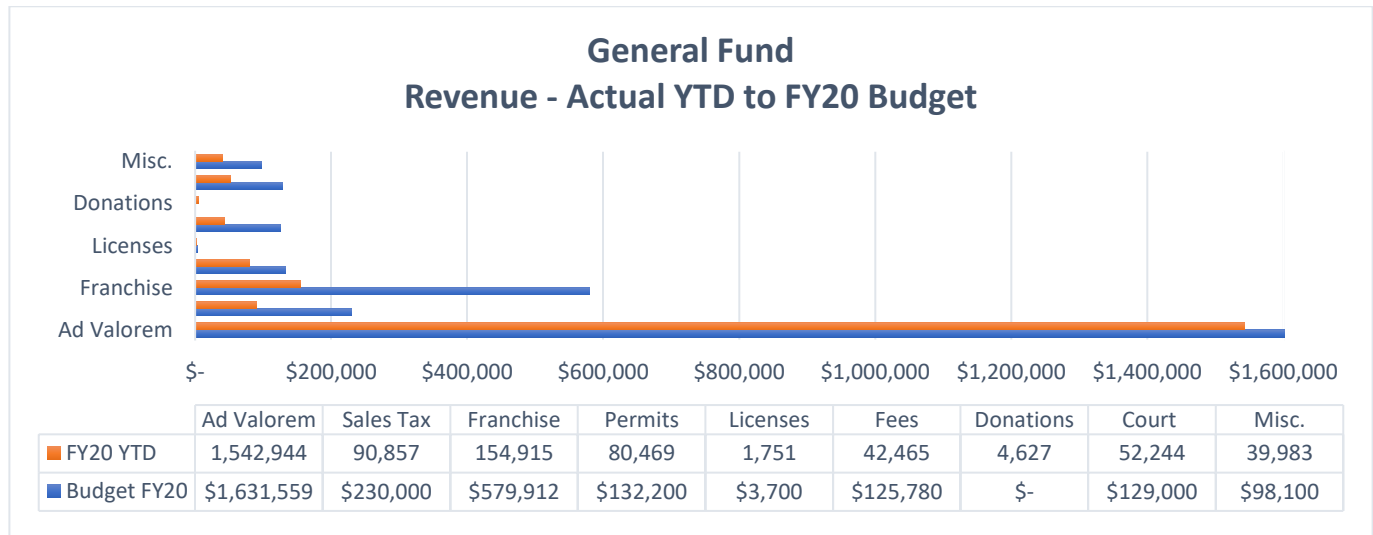
Ad Valorem Tax collections for January total \$572.3k. YTD collections total \$1,539.1k or 94.9% of the \$1,622.6k budgeted for FY20.

YTD Sales Tax collections total \$90.9k or 39.5% of the budgeted \$230k.

Building Permits YTD are currently at 60.9% or \$79.2k of the \$130k budgeted.

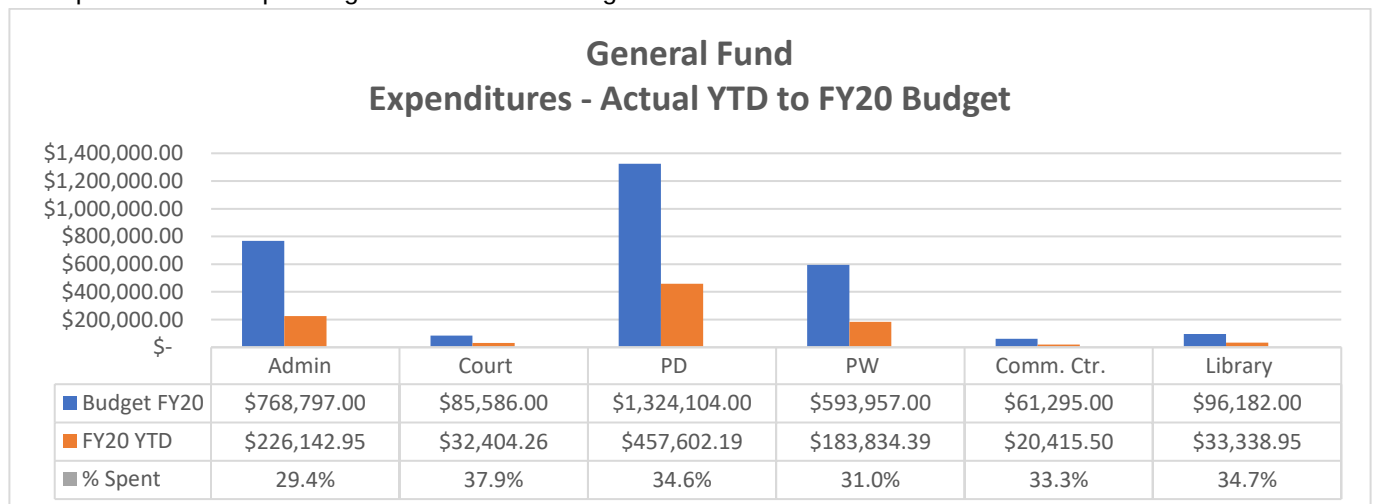
Surveillance Connectivity expenditures YTD total \$2k of the \$5k budgeted for FY20. Cameras and equipment (capital assets) for park surveillance totals \$8.9k of the \$10k budgeted.

YTD revenue for Trash Collections total \$25.8k or 35.3% vs \$29.1k and 39.8% for the same period of the prior year. \$73k was budgeted for both years.



Expenditures

All departments are operating within the FY20 budget.



WATER FUND

Meters

Current meters for January 2020 total 1662 vs 1631 for January 2019.

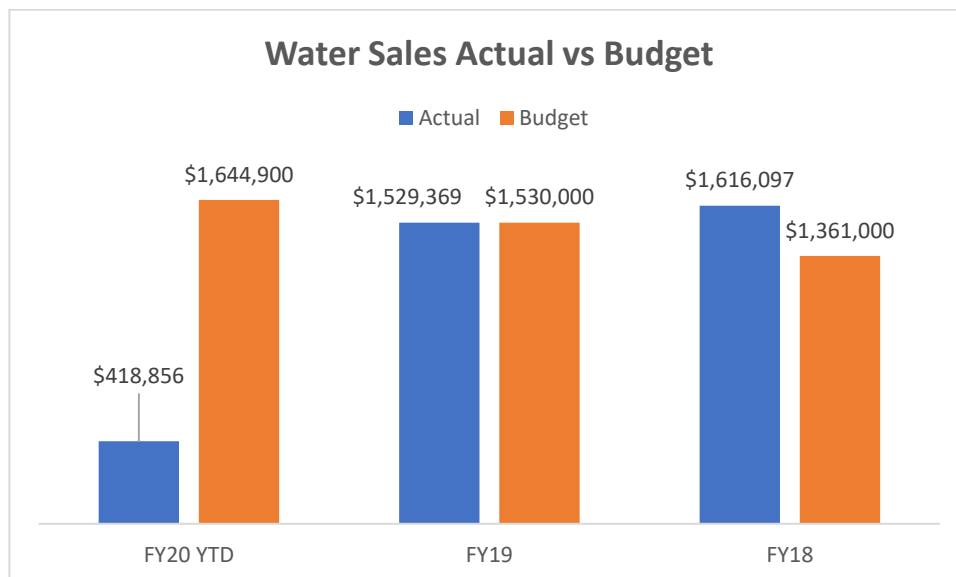
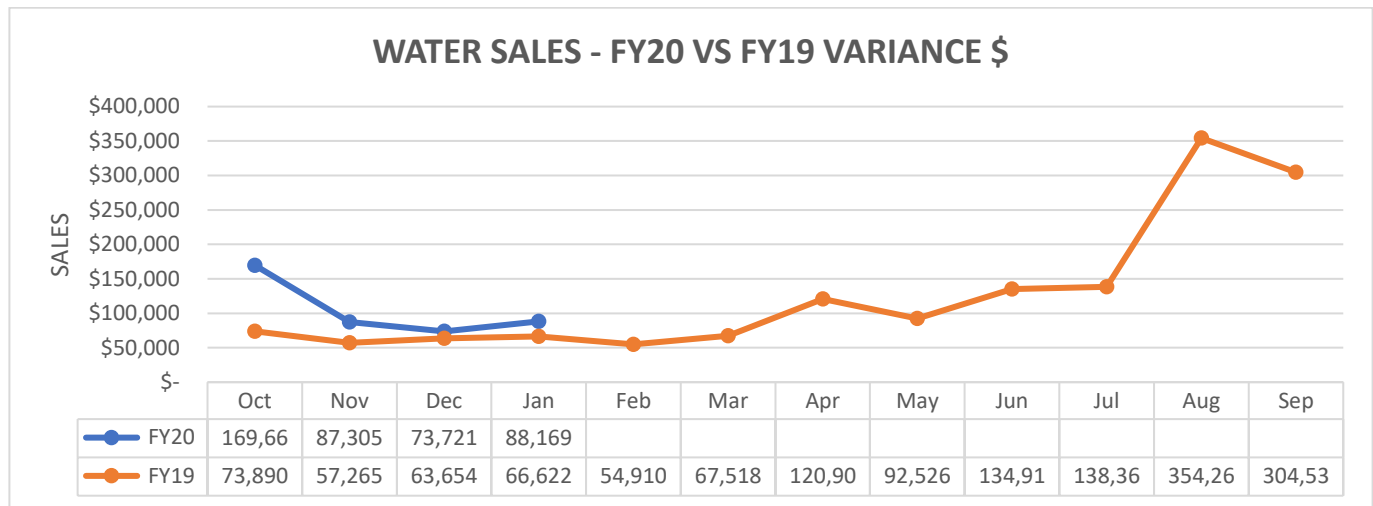
Cash

The January 31st Unrestricted Fund Balance is \$1,920.8k.

Revenue

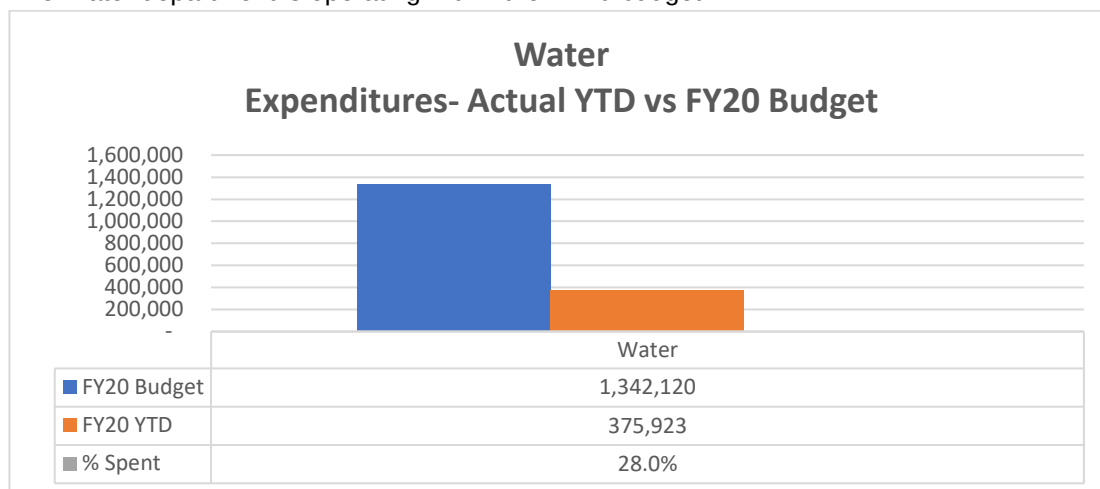
YTD Total Revenue totals \$483.5k vs the previous year at \$308.8k. Total Revenue is at 27.1% of the \$1.785.1k budgeted for FY20.

Water Sales YTD total \$418.9k or 25.5% of the \$1,644.9k FY20 budget, compared to the same period last year which was 17.1% of the \$1.530k FY19 budget.



Meter Installations to date total \$15.9k vs \$10.6k for the same period of FY19.

The Water department is operating within the FY20 budget.



Interest & Sinking Fund

Revenue

Ad Valorem Tax collections YTD total \$665.2k of the \$724k budget for FY20.

Expenditures

Next bond payment due in February 2020.

Capital Improvements Fund

Cash Balance

The 2015 CIP Project Balance is \$1.2k. *(Balance reflects only items that have been presented for payment.)*

Water Impact Fee Balance is \$169.9K.

Street Impact Balance is \$58.8k.

Revenue

Total YTD Interest earned for all CIF accounts is \$1.2k.

Asset Seizure Fund

Cash Balance

The Restricted Fund Balance is \$234.1k.

Revenue

Asset seizure revenue totaled \$1.1k for the month. of which \$2.3k was generated from firearm ammunition sold to the City of Converse (\$1.1k) and the City of New Braunfels (\$1.2k).

Expenditures

There were no expenditures for January.

Summary

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

REQUEST FOR AUTHORITY TO DESTROY AND CERTIFICATION OF DESTRUCTION

DATE: 2/26/2020

REQUESTED BY: Administration
DEPARTMENT NAME

Nasey Cain
SIGNATURE OF DEPARTMENT HEAD

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

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

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

TRACKING #	RECORD SERIES #	RETENTION PERIOD	DESCRIPTION	DESTRUCTION DATE
Misc.	GR1000-34a	Date fulfilled/withdrawn + 1 year	2017 Open Records Request	3/10/2020
Misc.	GR1000-36	Expiration, Cancellation, Denial + 2 years	2017 Solicitor Permits	3/10/2020
Misc.	GR1000-36	Expiration, Cancellation, Denial + 2 years	2017 Business Permits	3/10/2020
Misc.	GR1000-36	Expiration, Cancellation, Denial + 2 years	2015-2017 Animal Trap Rentals	3/10/2020
Misc.	GR1000-26a	4 years	2004-2015 General correspondence, internal memoranda, and subject files pertaining to planning or implementation of policies, programs, or services.	3/10/2020
Misc.	GR1000-26b	2 years	2016-2017 General correspondence, internal memoranda, and subject files pertaining to policies, programs, or services.	3/10/2020
Misc.	PW5525-04b	2 years	2016-2017 Park Rentals	3/10/2020
Misc.	UT5025-07a	3 years	2016 Backflow Maintenance Reports	3/10/2020

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

Nasey Cain
CITY ADMINISTRATOR

Ron Elliott #100
CHIEF OF POLICE

Marina Sperry
CITY SECRETARY

DATE APPROVED BY CITY COUNCIL: _____

MAYOR

Racial Profiling Report | Full

Reporting Date: 02/03/2020

Agency Name: GARDEN RIDGE POLICE DEPT.
TCOLE Agency Number: 091201

Chief Administrator: RONALD K. EBERHARDT

Agency Contact Information:
Phone: (210) 373-3972
Email: reberhardt@ci.garden-ridge.tx.us

Mailing Address:
9400 MUNICIPAL PARKWAY
GARDEN RIDGE, TX 78266

This Agency filed a full report

GARDEN RIDGE POLICE DEPT. has adopted a detailed written policy on racial profiling. Our policy:

- 1.) clearly defines acts constituting racial profiling;
- 2.) strictly prohibit peace officers employed by the GARDEN RIDGE POLICE DEPT. from engaging in racial profiling;
- 3.) implements a process by which an individual may file a complaint with the GARDEN RIDGE POLICE DEPT. if the individual believes that a peace officer employed by the GARDEN RIDGE POLICE DEPT. has engaged in racial profiling with respect to the individual;
- 4.) provides public education relating to the agency's complaint process;
- 5.) requires appropriate corrective action to be taken against a peace officer employed by the GARDEN RIDGE POLICE DEPT. who, after an investigation, is shown to have engaged in racial profiling in violation of the GARDEN RIDGE POLICE DEPT. policy adopted under this article;
- 6.) require collection of information relating to motor vehicle stops in which a citation is issued and to arrests made as a result of those stops, including information relating to:
 - a.) the race or ethnicity of the individual detained;
 - b.) whether a search was conducted and, if so, whether the individual detained consented to the search; and
 - c.) whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual; and
- 7.) require the chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, to submit an annual report of the information collected under Subdivision(6) to:
 - a.) the Commission on Law Enforcement; and
 - b.) the governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality, or other political subdivision of the state.

Executed by: Ron Eberhardt, Chief of Police

Date: 02/03/2020

Total stops: 2108

Gender

Female	602
Male	1506

Race / Ethnicity

Black	185
Asian / Pacific Islander	36
Hispanic / Latino	1369
White	512
Alaska Native / American	6

Was race or ethnicity known prior to stop?

Yes	89
No	2019

Reason for stop?

Violation of law	83
Preexisting knowledge	6
Moving traffic violation	566
Vehicle traffic violation	1453

Street address or approximate location of the stop

City street	341
US highway	0
County road	1
State highway	1751
Private property or other	15

Was a search conducted?

Yes	142
No	1966

Reason for Search?

consent	24
contraband	2
probable	31
inventory	5

ncident to arrest	80
Was Contraband discovered?	
Yes	60
No	82
Description of contraband	
Drugs	38
Currency	1
Weapons	8
Alcohol	8
Stolen property	2
Other	17
Result of the stop	
Verbal warning	0
Written warning	1103
Citation	922
Written warning and arrest	34
Citation and arrest	49
Arrest	0
Arrest based on	
Violation of Penal Code	33
Violation of Traffic Law	38
Violation of City Ordinance	0
Outstanding Warrant	12
Was physical force resulting in bodily injury used during stop?	
Yes	1
No	2107

Submitted electronically to the



The Texas Commission on Law
Enforcement

ORDINANCE NO. 226-032020

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GARDEN RIDGE, TEXAS, DECLARING UNOPPOSED CANDIDATES IN THE MAY 2, 2020, GENERAL ELECTION, ELECTED TO OFFICE; CANCELING THE ELECTION; PROVIDING FOR SEVERABILITY; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, the General City Election was called on February 5, 2020, by Ordinance No. 224-022020, for the purpose of electing members to the City Council; and

WHEREAS, the City Secretary has certified on the attached "Certification of Unopposed Candidates" that each candidate on the ballot is unopposed for election to office; and

WHEREAS, the filing deadlines for placement on the ballot and declaration of write-in candidacy have passed; and

WHEREAS, under these circumstances, Texas Election Code authorizes the City Council to declare the unopposed candidates elected to office and cancel the election.

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

SECTION 1. UNOPPOSED CANDIDATES ELECTED TO OFFICE.

The following candidates are declared elected to office and shall be issued a certificate of election following the time the election would have been canvassed:

City Council, Place 1	John R. McCaw
City Council, Place 4	Todd A. Arvidson
City Council, Place 5	Kay Bower

SECTION 2. ELECTION CANCELED.

The election scheduled to be held on May 2, 2020, is hereby canceled in accordance with Section 2.053(a) of the Texas Election Code. A copy of this Ordinance will be posted on Election Day at each polling place that would have been used in the election.

SECTION 3. SEVERABILITY.

If any portion of this Ordinance is held invalid by a court of competent jurisdiction, the remaining provisions of this Ordinance shall remain in full force and effect.

SECTION 4. EFFECTIVE DATE.

This Ordinance shall become effective immediately upon adoption.

PASSED AND APPROVED ON this 4th day of March, 2020.

ATTEST:

Larry Thompson
Mayor

Marisa Spencer
City Secretary

ORDENANZA NO. 226-032020

UNA ORDENANZA DEL AYUNTAMIENTO DE LA CIUDAD DE GARDEN RIDGE, TEXAS, DECLARANDO CANDIDATOS NO OPUESTOS EN LA ELECCIÓN GENERAL DEL 02 DE MAYO DE 2020, ELEGIDA A LA OFICINA; CANCELAR LA ELECCIÓN; PROPORCIONANDO SEPARABILIDAD; Y DECLARANDO UNA FECHA EFECTIVA.

POR CUANTO, la Elección General de la Ciudad fue convocada el 05 de febrero de 2020, por Ordenanza No. 224-022020, con el propósito de elegir miembros para el Ayuntamiento; y

POR CUANTO, el Secretario de la Ciudad ha certificado en la "certificación de candidatos sin oposición" adjunta que cada candidato en la boleta electoral no tiene oposición para ser elegido para el cargo; y

POR CUANTO, los plazos de presentación para la colocación en la boleta y la declaración de candidature por escrito han pasado; y

POR CUANTO, bajo estas circunstancias, el Código Electoral de Texas autoriza al Concejo Municipal a declarar a los candidatos sin oposición elegidos para el cargo y cancelar la elección.

AHORA, POR LO TANTO, SEA ORDENADO POR EL AYUNTAMIENTO DE LA CIUDAD DE GARDEN RIDGE, TEXAS, QUE:

SECCIÓN 1. CANDIDATOS SIN OPOSICIÓN ELEGIDOS A LA OFICINA.

Los siguientes candidatos se declaran elegidos para el cargo y se les expedirá un certificado de elección una vez que se haya realizado la elección:

Ayuntamiento, Lugar 1	John R. McCaw
Ayuntamiento, Lugar 4	Todd A. Arvidson
Ayuntamiento, Lugar 5	Kay Bower

SECCIÓN 2. ELECCIÓN CANCELADA.

La elección que, de lo contrario, se hubiera celebrado el 02 de mayo de 2020 por la presente cancela de conformidad, con la Sección 2.053(a) del Código de Elecciones de Texas. El Día de las Elecciones se exhibirá una copia de esta orden en todas las mesas electorales que se hubieran utilizado en la elección.

SECTION 3. SEVERABILITY.

Si cualquier parte de esta Ordenanza se considera inválida por un tribunal de jurisdicción competente, las disposiciones restantes de esta Ordenanza permanecerán en pleno vigor y efecto.

SECTION 4. EFFECTIVE DATE.

Esta Ordenanza entrará en vigor inmediatamente después de la adopción.

PASADO Y APROBADO el día 04 de marzo de 2020.

ATESTIGUAR:

Larry Thompson
Alcalde

Marisa Spencer
Secretario de la Ciudad



CERTIFICATION OF UNOPPOSED CANDIDATES *CERTIFICACIÓN DE CANDIDATOS ÚNICOS*

To: Presiding Officer of Governing Body

Al: Presidente de la entidad gobernante

As the authority responsible for having the official ballot prepared, I hereby certify that the following candidates are unopposed for election to office for the election scheduled to be held on May 2, 2020.

Como autoridad a cargo de la preparación de la boleta de votación oficial, por la presente certifico que los siguientes candidatos son candidatos únicos para elección para un cargo en la elección que se llevará a cabo el 02 de mayo de 2020.

List offices and names of candidates:

Lista de cargos y nombres de los candidatos:

City Council, Place One

Ayuntamiento, lugar uno

John R. McCaw

City Council, Place Four

Ayuntamiento, lugar cuatro

Todd A. Arvidson

City Council, Place Five

Ayuntamiento, lugar cinco

Kay Bower



Marissa Spencer

Signature *Firma*

Marisa Spencer

Printed Name *Nombre en letra de molde*

City Secretary

Title *Puesto*

February 18, 2020

Date of Signing *Fecha de firma*

City Administrator

From: Jennifer Schultz (GRES) <jennifer.schultz@comalisd.org>
Sent: Monday, January 20, 2020 2:55 PM
To: City Administrator
Cc: Joe McKenna
Subject: Upcoming Dates for GRES

Good Afternoon,

I wanted to make the City aware of some upcoming dates for GRES. All of these dates have events that do not require parents to park in the city parking lot during the hours of 7:00-8:00 a.m. but I wanted all to be aware that our parking lot will be full.

February 13th – Valentine’s Day Parties (8:00am-3:00pm)
March 5th – APEX Fun Run (8:00am – 3:00pm)
April 23rd – Field Day & Cookout (8:00am – 3:00pm)
May 22nd – Young Author’s Day Celebration (requesting parking exemption below)
May 28th – Last Day of School Parties (8:00am – 1:05 pm)

I am working with GRPD to schedule our Bike Rodeo date.

I would like to request additional parking and exemption for Friday, May 22nd. We will be hosting our Annual Young Author’s Day celebration and some of our grade levels begin at 7:30 am; therefore we will need additional parking to accommodate our visitors. I will open our back emergency road for staff parking on this day as well.

Thank you for your continued support and partnership.

Sincerely,

Jennifer Schultz, Principal
Garden Ridge Elementary
830-837-7006

This e-mail and any attachments may contain legally privileged or confidential information. If you received this message in error or are not the intended recipient, you should immediately delete this e-mail message and any attachments or copies. Do not retain, distribute, or use any information contained herein. Please inform the sender if you have received this message in error via a return e-mail message. Thank you for your cooperation.

Garden Ridge Community and Event Center
Monthly Report
February 1st thru February 29th, 2020

Utilization (by Days)

FY 19-20 (Current Month)	FY 18-19 (Current Month)	FY 19-20 (Year to Date)	FY 18-19 (Year to Date)
24	20	133	258

Wildflower (Booked Current Month)
11

Bluebonnet (Booked Current Month)
13

Category Count (by Events)	(Current Month)	(Year to Date)
1. Resident / Non-Resident	5	27
2. City Chartered Non-Profit Organizations	0	5
3. Non-Residents Service Organizations	8	44
4. Non-Profit Associations	7	33
5. City Use	4	24

Marketing Activity:

Advertisement on City Sign!

Facility Improvements:

Bluebonnet room lights changed to LED!

CITY OF GARDEN RIDGE BUILDING REPORT

February-20

Major Permits

<u>Permit #</u>	<u>Address</u>	<u>Builder</u>	<u>Sq. Ft.</u>	<u>Value \$</u>	<u>Permit Fees</u>
Total			0	\$ -	\$ -

Minor Permits

<u>Permit #</u>	<u>Address</u>	<u>Builder</u>	<u>Project</u>	<u>Permit Fees</u>
1141 -20	20410 Cedar Cavern	Jon Wayne Service Co.	Minor HVAC	\$ 100.00
1761 -20	8423 Wild Wind Park	Omar Hernandez Concrete	Steps	\$ 125.00
1762 -20	9401 Municipal Pkwy	Comal ISD	Portable Classroom	\$ 712.36
1763 -20	20890 Misty Arbor	James Knudtson Pools	Pool, Deck, Pergola	\$ 622.20
1764 -20	9325 Blazing Star Trail	Ben H. Moore III	Deck	\$ 100.00
1765 -20	21110 Forest Waters Cir.	Blue Haven Pools	Pool, Spa, Deck	\$ 776.44
1766 -20	21521 Fairview Cir.	Erus Energy	Minor Electric	\$ 125.00
1146 -20	22302 Larmona Cv.	Airtron	Minor HVAC	\$ 100.00
Total				\$ 2,661.00

Total Major Fees for the month	\$ -
Total Minor Fees for the month	\$ 2,661.00
TOTAL	\$ 2,661.00

Fiscal Year 2020

Total major projects value	\$ 9,116,770.00
Total major projects sq. ft.	70,129
Total major permit fees	\$ 58,227.40
Total minor permit fees	\$ 18,325.12
Total permit fees	\$ 76,552.52

Council Ideas/Suggestions List by Category

Updated: February 27, 2020

Ongoing Items	Status	Completed / Council Approval
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 Utility billing staff will begin work towards. Software will be installed first week in September. Training in late October. Implementation in November. E-Bill information and sign up form being sent with water bills to be received in October 2019. 130 water customer have signed up for electronic billing. Electronic billing will be tested on 4 customers during this billing period. 220 customers have signed up for electronic water billing. Testing of electronic billing for 4 select customers is ongoing. . 265 customers have signed up for electronic water billing and will begin receiving water bills electronically on January 1, 2020. Staff encountered some program issues with the electronic billing for bills in January but have worked to resolve them. Over 250 electronic water bills have been sent out to customers for delivery by February 1, 2020. 262 water customers received water bills electronically on February 28, 2020. City staff continues to promote electronic water billing.	Software upgrade completed for online utility and court payments

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	
Video stream Council Meetings (cont'd) (Mayor Thompson)	(cont'd) Scheduling of work for the project being coordinated Finalizing project work schedule for possible completion of project in February 2019 Installation of audio and video equipment other than the encoder for streaming of meeting are expected to be completed for the March 6, 2019 City Council meeting	

Video stream Council Meetings (Mayor Thompson)	Upgrades to the audio and video equipment are near completion Awaiting shipment and installation of encoder for streaming Awaiting installation of encoder for streaming and a few minor adjustments to the new audio/visual system Awaiting training on the BrightSign software for the Lobby monitor Additional cabling run to connect streaming equipment and lobby monitor to network server Awaiting coordinated onsite work by CIT and DDS-AV to complete connection to network server Lobby monitor is projecting information about the City Streaming equipment is connected to the City network Council meetings are being streamed on the City's YouTube channel. Vendor for software has changed from Icompass to CivicClerk. Training on agenda indexing and template development to be completed in September. Staff continues training on agenda indexing for City Council meeting streaming. City Commission meetings began being streamed on October 21, 2019. Staff continues work on indexing of agendas for City Council meetings and will begin utilizing the minutes section of module. Streaming of Commission meetings continues. Staff is working with Civic Plus to move all archived streamed meetings to Civic Plus. Staff continues to work on agenda templates for Commission meetings City staff continues working on agenda templates for City Commissions. City Council meeting agenda templates have been completed. Staff continues working on creating agenda templates for Commission meetings. Commission meetings are being streamed. City staff continues working on templates for City Commission meetings. Staff continues to learn other aspects of Civic Plus for full utilization of system.	
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	

Pending Items	Status	Completed / Council Approval
Annual or semi-annual inspection of buildings and other City facilities (Mayor Thompson)	To be implemented semi-annually	Implemented Monthly
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	
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	
Business outreach by Council - walk businesses (Mayor Thompson)	Discuss at future Council meeting	



POLICE DEPARTMENT MONTHLY BREAKDOWN

February 1, 2020 – February 29, 2020

Calls for Service

Dispatched: 106

City Ordinance: 8

Total: 114

False Alarms: 12

Arrests

*2 – Possession Marijuana < 2oz

*1 – Driving While Intoxicated While in Possession of an Open Container

*1 – Driving While License Invalid with Previous Convictions

*1 – Possession CS PG 3 < 28G

Traffic Enforcement

Crashes: 4

Citations: 117

Warnings: 67

Total: 184

Training / Certifications

*LEO Instructor Course- Ofc. McMahan

*Refuse To Be A Victim® Training- Ofc. Byrne, Jill Acha

*TASER/Less Lethal Shotgun Proficiency- Sgt. Dennis, Ofc. McMahan, Ofc. Byrne

*The Bulletproof Mind for Law Enforcement- Ofc. McMahan

*Racial Profiling and Drug Interdiction- Ofc. McMahan

*Racial Profiling for Traffic Stops and Field Contacts- Ofc. McMahan

*Officer Involved Domestic Violence- Ofc. McMahan

Outreach Efforts

*Refuse To Be A Victim® seminar was held on February 15th

*Coffee with Cops 2nd and 4th Wednesday

*Civilian Response to Active Shooter Events course is scheduled for March 7th, seats available

*Active Shooter Emergency Care Course is scheduled for March 28th, seats available

*Coordinating with DEA for Prescription Drug Take Back Initiative in April

Administrative Comments

*Racial Profile Report for 2019 completed / submitted to TCOLE

*Adjusting to new speed limits on FM 3009

Challenges

*Recruiting still creates major issues. Currently testing and searching for qualified applicants



City of Garden Ridge

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

MONTHLY PUBLIC WORKS REPORT

February 2020

Activities for the month

Streets

- Potholes filled: 1.
- Right of ways mowed: 1
- Crack sealing: Garden Ridge Drive and Mountain Laurel.

Storm water Drainage Facility and Easement Maintenance

- Inspected 11 outfalls.
- Stormwater public outreach: 2 messages displayed on FM 2252 sign.
- Drainages mowed: 2.

Parks Maintenance

- Paul Davis Park: Mowed 1 time.
Fix water leak.
Mulch removal.
- Regency Run pocket park: Installed a new swing set.

City Facility/Property Maintenance

- City Hall: Ongoing landscape work provided by the Comal Master Gardeners.
Mowed 1 time.
Door repair for the Police Department.
- Community Center: Mowed 1 time.
- Rental Property: Mowed 1 time.
Added 2 spill kits.

Oak Wilt

- One tree in Paul Davis Park has tested positive for oak wilt.
- Held meeting on February 25, with nearby residents and Robert Edmondson from the Texas Forest Service to discuss containment options.

Reports Submitted

Wildlife Management Advisory Commission Report.

Education/Training for Staff

Eric Lowman and Steven Steinmetz attended supervisor training.
Stormwater training for public works staff.

Events/Conducted Education to residents

- None at this time.

Future Projects or Needs

- Upgrade to a bigger flammable material storage building.
- Increase office space at the Public Works building.
- Construct Covered vehicle and equipment storage.

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

March. 7th & 8th
Dumpster Weekend

March. 14th & 15th
Dumpster Weekend

March. 21st & 22nd
Dumpster Weekend

March. 28th & 29th
Dumpster Weekend

Animal Services Monthly Activities

- 18 deer carcasses were disposed of, which makes for the year 35.
- 5 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 5.
- 0 live traps loaned out this month, traps loaned out year-to-date 0.
- 135 registered/reregistered animals for the year.
- 0 nuisance complaints received.
- 1 animal reported bites.

Adoptions

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

Returned to owners

- 3 dogs; 10 year-to-date.
- 0 cats; 0 year-to-date.

Transferred to other agencies

- 0 dogs for month; 2 year-to-date.
- 0 cats for month; 2 year-to-date.

Currently in City care

- 1 dogs; cats 3.

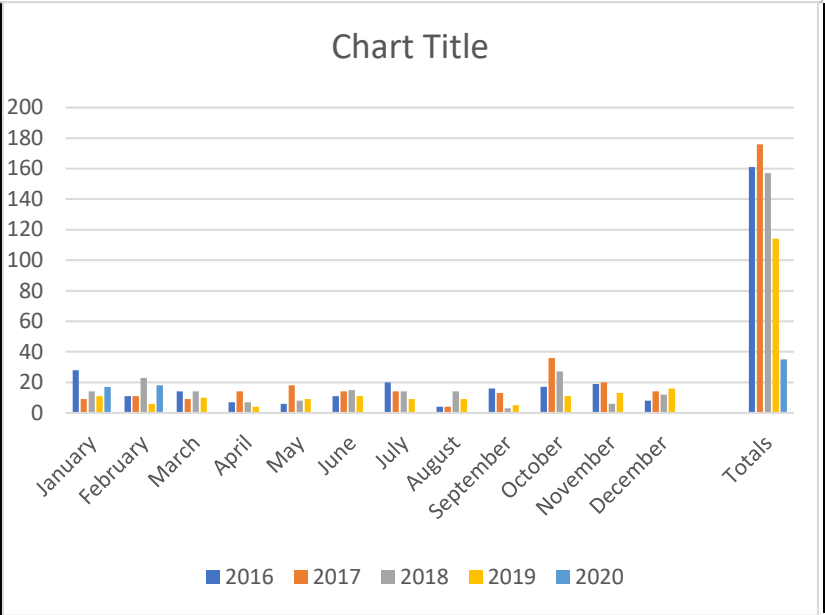


Year to Date Wildlife Report

[illegible]

Deer Carcass Removal Totals for 2017-2018-2019

	2016	2017	2018	2019	2020
January	28	9	14	11	17
February	11	11	23	6	18
March	14	9	14	10	
April	7	14	7	4	
May	6	18	8	9	
June	11	14	15	11	
July	20	14	14	9	
August	4	4	14	9	
September	16	13	3	5	
October	17	36	27	11	
November	19	20	6	13	
December	8	14	12	16	
Totals	161	176	157	114	35

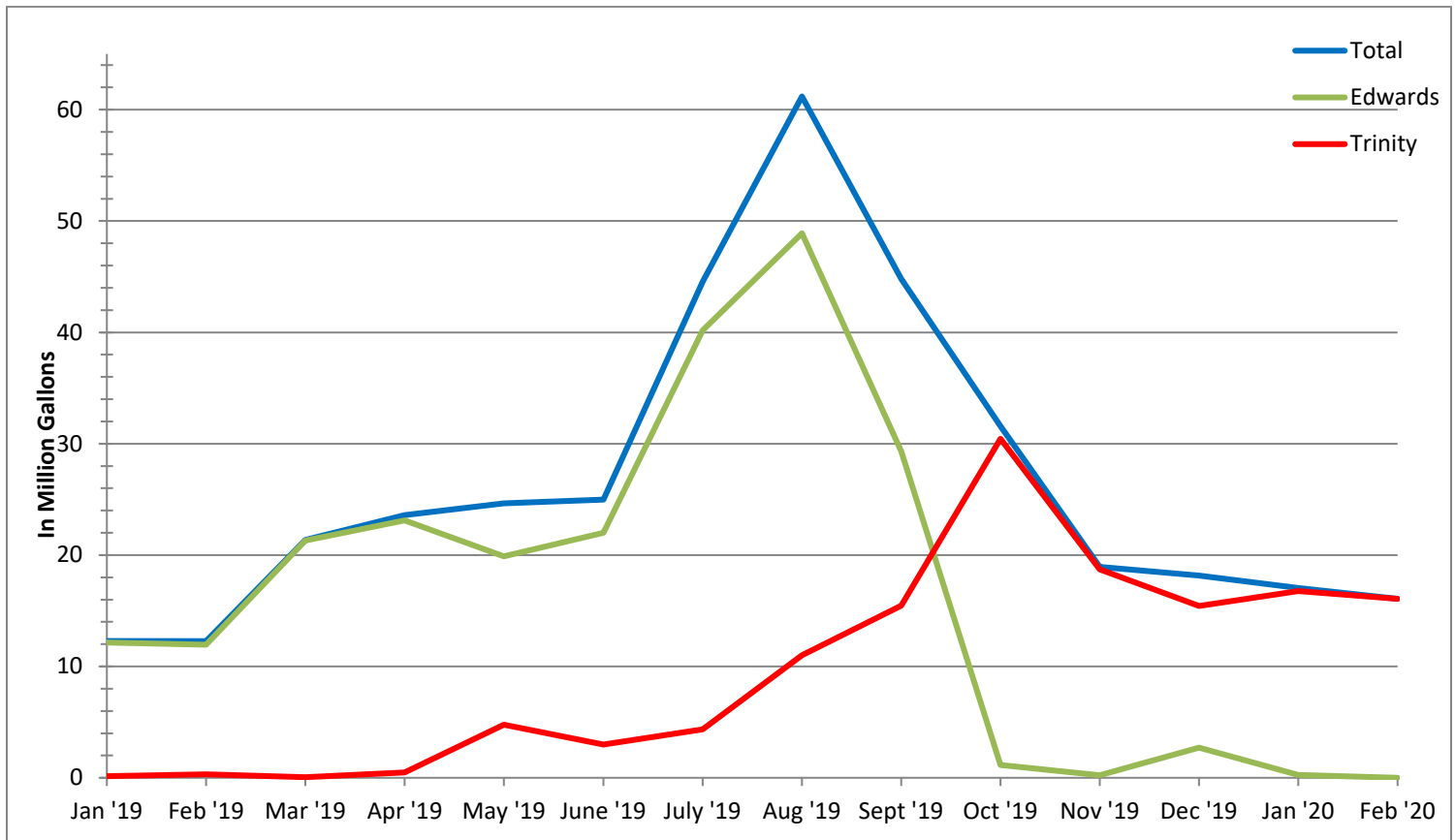




Water Department Report

As of February 29, 2020

City of Garden Ridge Aquifer Usage

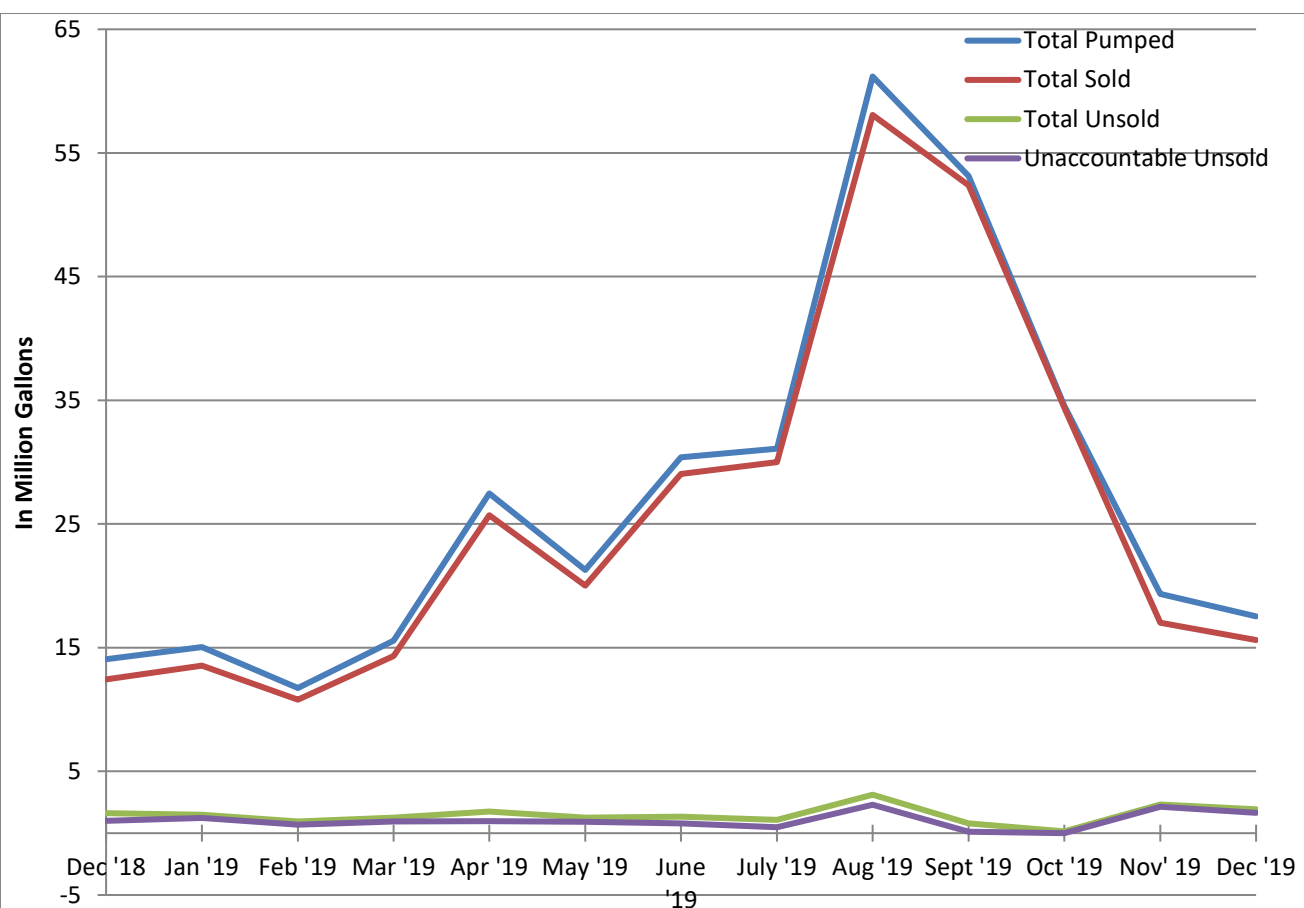


	Month:	Year:	Available:	Stage:
Edwards Well Usage AC/FT:	0	0.93	715.66	0
Trinity Well Usage AC/FT:	49.33	100.83	N/A	0%

Water Quality

	Due:	Missed:	Passed:	Failed:
Bacteriological:	6	0	6	0
Raw:	4	0	4	0
Chlorine Residual Test:	29	0	29	0
Special Sample:	2	0	1	1

2018 – 2019 Pumping Report



	Total Pumped (Thousands)	Total Sold (Thousands)	Total Unsold (Thousands)	Unaccountable Unsold (Thousands)	Unaccountable Unsold %
Feb '19	11,738	10,795	943	691	5.9%
Mar '19	15,572	14,324	1,248	937	6.0%
Apr '19	27,464	25,712	1,752	985	3.6%
May '19	21,278	20,016	1,262	899	4.2%
June '19	30,391	29,047	1,343	802	2.6%
July '19	31,078	29,996	1,082	475	1.5%
Aug '19	61,184	58,074	3,110	2,298	3.8%
Sept '19 *	53,145	52,395	786	125	0.2%
Oct '19 *	34,551	34,405	146	0	0.0%
Nov '19	19,344	17,022	2,322	2,149	11.1%
Dec '19	17,527	15,610	1,917	1,657	9.5%
Jan '20	17,956	16,308	1,648	1,388	7.7%
Feb '20	16,250	14,032	2,218	1,806	11.1%

* September water loss is off due to inaccuracy of the Schoenthal well master meter.

Water Department Monthly Activities:

New Meter Installs	3	Work Orders	90
Meter Replacements	2	Locates	11
City Owned Leaks	3	Irrigations Permits Issued	0
Meters Read	1,677	Total Rebates	0
Meter Tests	3	Laptop Readings	18

Leak Adjustments

New Requests	5	Waiting for Customer	3	Approved	2	Amount Approved	\$30.28	Denied	6	Sent to Water Commission	2
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Projects:

- Whispering Oaks Project is Ongoing
- Work Order Data Retention Ongoing
- Cleaning the Well Sites Ongoing
- Cl-10 Installation Ongoing
- Water Master Plan Phase 1 &2
- Fair Oaks Service Tap











Garden Ridge Library

Volume III, Issue 6

March 4, 2020

Monthly Library Update

By Linda Crosland, Library Director

For leisure, for learning, for life!

Upcoming Events in February

Children's Activities

Mondays, Shiraz the Reading Therapy Dog,

The Magic of Me Series, 3:15 pm

Tuesdays, Lego Robotics, 3:30-4:30 pm

Wednesdays, Lego Club, 3:30-4:30 pm

Thursdays, Prenda Coding Club, 5:30-6:30 pm

Fridays, Preschool Storytime and Stay & Play, 10:30 am

Every Second Saturday, 10am—1pm, "Family Craft Time"

Teen Activities

Saturday, March 7, 4:00 pm, Planning Meeting

Adult Activities

Northside Knitters, Every Tuesday, 10:00 am

Adult Coloring, Every Thursday, 1:00 pm

First Monday of each month, Adult Games, 6-9 pm

Every Third Tuesday, Card-making class, 1:00 pm

Every Second and Fourth Tuesday, Crafter-noon, 12 noon

Lunch-n-Learns, Wednesday @ Noon

3/11, Comal Master Gardener Joe Scott will speak on "Building Soil Health".

3/18, CPR. Whether it is new or a refresher, this course could save a life.

Department Statistics

Visits to the Library	1,031*
Items Checked Out	1,963*
New Patrons Added	9
New Items Added to the Collection	39
Volunteer Hours	169

*We have begun adding electronic checkouts to both visits and items checked out.

Activity Statistics

After-School Programs	203
Preschool Storytime and Stay & Play	164
Teen Activities	22
Adult Activities	75
Lunch-n-Learns	40
Market Day Crafts	35

Total Activity Attendance 504

"Volunteers don't get paid—not because they're worthless, but because they're priceless."

The Library volunteers donate around 2,200 hours per year. They are, indeed, priceless. We will hold the annual Library Volunteer Luncheon on March 7 as a very small way of saying thank you for their generous spirit.

Trihydro
CORPORATION

memorandum



To: Garden Ridge City Council
From: Trihydro Corporation
cc: Ms. Nancy Cain, City Administrator, City of Garden Ridge
Date: February 24, 2020
Re: Engineering Report for March 2020 Council Meeting

1. FM 2252 TxDOT Project
 - Trihydro is continuing to gather information about TxDOT design. Potential utility conflicts are being analyzed.
2. FM 2252 Wastewater Project
 - Trihydro continues to gather information about potential wastewater clients. Proposed system routing and line sizing is underway.

FEBRUARY MARKETING RECAP

The screen shot attached shows the results of the February Market on Facebook... **40.4K People Reached and 1.9K Responses** to the event for attending or being interested in attending. We also promoted on Instagram. We did add back some Facebook ads this month which seemed to contribute to a slight increase from last month's market in exposure.

FEBRUARY MARKET SUMMARY

The market was held in the Garden Ridge Community and Events Center. We had 94 vendors this month as detailed above. Many vendors appreciated the ability to be indoors for the cold, especially with potential weather threats. Those that prefer outdoors were also happy to have that option and be among many other outdoor vendors as well.

Attendance: Our turnout was ok, around 700 people. Though a bit lower than the prior months, the unexpected cold all day long and rodeo opening the same weekend may have been factors that kept visitors away. Marketing showed more interest from people than last month, yet we had a slightly lessor turnout. The perspective of market growth from the community seems to be that it is "getting bigger and better each month," though I also think slowing down growth at this point is necessary until attendance numbers can climb again with better weather and seasonal attendance.

Vendors: We had more vendors than ever before, and a great team of volunteers to execute the setup, running, and breakdown of the event. We had a team of volunteers help to unload vendor cars and take their items via shopping carts to their spaces, thanks to the Garden Ridge Women's Club. This was a hard month for many of the vendors financially due to lower attendance than expected, however many seem happy with the market overall and blame external factors and the overall "slow month of February."

Activities: As the market has grown, we've been able to secure more volunteers willing to help, and opportunities for businesses to want to build relationship with the market and help provide activities/services rather than simply purchase booths. Activities this month included a character meet-and-greet with Tigger and Stitch from Disney movies, a "snowball" fight and treats from Local Realty, crafts for kids, and face painting. Our non-profit was a local Girl Scout Troop, who gave feedback that they were quite pleased with the event and how many people they reached.

Room for Change: Vendors were overall happy with the market and contributed their low profits to the weather and unforeseen factors, however I am most comfortable lowering the amount of vendors in future months until we can get in the swing of things and make sure everyone is successful.

Additional Profit Note: Give Back Auctions has promised to pay City of Garden Ridge for January and February 2020 attendance a percentage of their booth profits, in addition to the booth fee they've already paid. After pressing them many times for payment, I still have yet to receive it. When or if they pay, I've asked that they divided the full amount of those months in two separate checks, 50% to City of Garden Ridge and 50% to myself, as per my original contract and in honor of which dates they attended the market within that contract timeframe. This will prevent the city from having to issue any further checks to myself out of contract timeframe but allow the city to still receive the additional money promised.



Saturday, February 8th

9 am - 2 pm

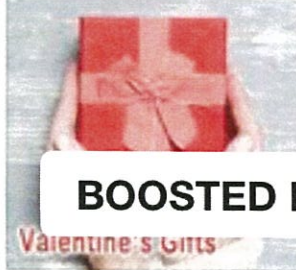
Garden Ridge Market Days

Valentine's Shopping Event!

Free Admission. 60+ Local Food & Artisan Vendors,
Unique Valentine's Gifts, Kid's Activities & More!

Indoor & Outdoor Location!

Garden Ridge Community Center
9400 Municipal Pkwy Garden Ridge, TX 78266



BOOSTED POST ENDED

INSIGHTS

40.4K
People Reached
+1.7K last 7 days

1.9
Res
+4 la

Track ticket sales on
your next event by
adding a ticket link

Aud

Wo
24%
resp

FEB

8

Garden Ridge Market Days - February 8th

Public · Hosted by Garden Ridge Market Days and City of Garden Ridge, TX

✓ Going ▾

...

English (US) · Español · Português
Français (France) · Deutsch

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City of Garden Ridge

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

February 27, 2020

To: Council Members

From: Karen Ford – Finance – HR Director

Cc: Nancy Cain – City Administrator

With the privatization of Garden Ridge Market Days, I wanted to update Council on the final costs of hosting the Market Days to the City. The remaining balance in the Market Days account is \$3,886.74. These funds need to be distributed and once completed; I need authorization to close the First United bank account associated with the Market Days. I would like to recommend that the remaining funds be distributed as follows.

- Reimburse the General Fund the \$1,000.00 seed money invested in FY20.
- Reimburse the General Fund \$1,723.32 for the FY19 expenses incurred. These expenses include supplies, and salaries, payroll taxes, and retirement cost for employees who worked during Market Days.
- The remaining \$1,163.42 should be reimbursed to the Water Company to cover the redirected worktime of the water clerk who was assigned the responsibility to originally bring the Market Days to fruition. The actual value of Kat's lost worktime is calculated to be \$5,353.35. This calculation includes wages, payroll taxes, and retirement cost.

The total redirected hours for Administrative staff are 525 hours from Apr 2019 – Feb 2020. There is no added cost to the City for these hours since these employees are salary, exempt employees. However, each of these employees had to extend their work schedules to accommodate the added workloads and continue to complete their current job duties timely. To put a dollar amount to these hours it would equate to \$20,586.10 for salaries, payroll taxes, and retirement cost.

Over the course of the Market Days events, the City Attorney fielded numerous calls to handle the research on topics revolving around city liability. Additionally, they were tasked with drafting and reviewing multiple documents such as the Vendor Application, the Market Manager's Contract, and the Separation and Licensing Agreement. Attorney fees for the Market Days total \$1,120.00.



City of Garden Ridge

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

To: Mayor Thompson and City Council

From: City Administrator Cain

RE: Acceptance of sponsored Shred Day Event

The City of Garden Ridge over the past several years has sponsored a Shred Day Event for Garden Ridge residents. I was recently contacted by the Suzanne Kuntz Real Estate Team about sponsoring a Shred Event in the City, to give back to Garden Ridge and our residents. The event will be for Garden Ridge residents only and is scheduled for Saturday, May 9, 2020, from 10a.m. to 1p.m. The event will be conducted in the City Hall parking lot and if the weather turns inclement it will be moved to the Community and Event Center.

Universal Paper Shredding is the vendor that Mrs. Kuntz has selected for the event. The City will provide an employee to verify residency, a Police Officer to assure documents left for shredding remain secure until shredded, and 2 employees to assist with unloading documents from vehicles and traffic flow.

Mrs. Kuntz will provide a mailout to Garden Ridge residents about the event and the City will provide information through the Grapevine and City's website. Sponsorship of the Shred Day Event will be a \$600 savings to the City.

Remaining 2015 CIP Funds

<u>Estimated Costs</u>		<u>Projects</u>
	\$ 1,211.38	Balance at 02/26/20
-	\$.00 (Completed)	Outstanding Engineering Fees
-	\$.00 (Completed)	Municipal Parkway Restriping
-	\$.00 (Completed)	Drainage Projects
-	\$.00 (Completed)	Community Center
-	<u>\$ 1,211.38</u>	Paul Davis Park
	\$.00	

Future Agenda Items

City Council

April 1, 2020, Regular Meeting

14 days before Meeting	(03/18/2020)	City Council and Staff items are due.
9 days before Meeting	(03/23/2020)	City Administrator and Mayor review agenda. Mayor sets the agenda. City Attorney is sent agenda.
6 days before Meeting	(03/26/2020)	Post agenda on bulletin board. City Council receives packet (allowing a day for corrections/request additional information be added)
5 days before Meeting	(03/27/2020)	Post agenda packet to City Website.
Meeting Day	(04/01/2020)	Mayor and City Administrator meet with Department Heads Wednesday @ 10 a.m.

City Council = Red
 Planning & Zoning = Green
 Water Commission = Blue
 Wildlife Management Advisory Commission = Brown
 City Holiday = Orange
 Municipal Court = Gray

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

May 6, 2020, Regular Meeting

14 days before Meeting	(04/22/20)	City Council and Staff items are due.
9 days before Meeting	(04/27/20)	City Administrator and Mayor review agenda. Mayor sets the agenda. City Attorney is sent agenda.
6 days before Meeting	(04/30/20)	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	(05/01/20)	Post agenda packet to City Website.
Meeting Day	(05/06/20)	Mayor and City Administrator meet with Department Heads Wednesday @ 10 a.m.

City Council = Red
 Planning & Zoning = Green
 Water Commission = Blue
 Quarry Commission = Purple
 Wildlife Management Advisory Commission = Brown
 City Holiday = Orange
 Municipal Court = Gray

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

PENDING FUTURE AGENDA ITEMS

1. Design on Water Tanks at Well Site 9 and 10/Retainer Wall of City Hall...**McCaw**
2. Monitoring Wells in the City of Garden Ridge...**Arvidson**
3. Update on City-funded monument for Paul Davis Park... **Bower**
4. Ethics Ordinance ... **8-30-17 City Council motion**
5. Website and Social Media Policy

20408 Wahl Lane
Garden Ridge, TX 78266

February 17, 2020

Garden Ridge City Council Chambers
9400 Municipal Parkway
Garden Ridge, TX 78266

Dear Council Members,

My name is Jeanette Baldwin and I am a resident of our great city. I am also the Director to 9 Senior students who partake in our private school, called Classical Conversations. This avenue of pursuing an education is provided world-wide and several of our students reside in Garden Ridge.

As the director to our graduating seniors, we will have the privilege of witnessing our 9 students give a Senior Thesis with a judge panel in which they must defend their proposition. These exceptional students, who have already been accepted to Texas A & M, West Point Academy, Texas State University, Stephen F. Austin, and so many more, require a professional facility in which to bring forth their culture changing propositions. Their thesis topics range from protecting the Second Amendment, to the dangers of socialism upon our youth, to stress and sleep deprivation in teenagers.

We ask that we would be allowed to use your chamber and entry foyer for the full day on **Saturday, April 25th from 8:30 to 3:00 pm**. Each student requires 5 minutes to give their presentation and 20 minutes for questions and rebuttals. We sincerely hope you and our city can provide these amazing students with a top-notch facility for their hard work and efforts.

Thank you for your valuable time and we look forward to hearing from you.

Warmly,

Jeanette Baldwin
(210) 464-3403