



City of Garden Ridge

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

MINUTES CITY COUNCIL REGULAR MEETING WEDNESDAY, JUNE 3, 2020, 6:00 P.M.

Councilmembers Present:

Mayor Larry Thompson
Mayor Pro-Tem John McCaw
Councilmember Bryan Lantzy
Councilmember Kay Bower

Councilmembers Absent:

Councilmember Lisa Swint
Councilmember Todd Arvidson

City Staff Present:

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

City Commission Representatives Present:

Dr. Jim Miller, Chair, Planning and Zoning Commission
Jesse Valdez, Chair, Water Commission

Other City Commissioners in Attendance:

Ken Kneupper, Wildlife Management Advisory Commissioner
Karen Diaz, Vice-Chair, Planning and Zoning Commission
Armando Diaz, Quarry 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, June 3, 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. Citizen Comment Period – limited to 30 minutes total

Mayor Thompson reviewed the rules for Citizen Comment Period.

Ken Kneupper, 8891 Schoenthal Road, spoke regarding multiple Garden Ridge residents hired for positions at Davenport High School and thanked the Police Department for their service and community outreach efforts.

5. Consent Agenda

THESE ITEMS MAY BE ACTED UPON IN A SINGLE MOTION. NO SEPARATE DISCUSSION OR ACTION ON THESE ITEMS WILL BE HELD UNLESS REQUESTED BY A COUNCILMEMBER. PUBLIC

COMMENT ON THESE ITEMS MAY BE HEARD DURING CITIZENS' PARTICIPATION; HOWEVER, THAT DOES NOT MEAN THE ITEM WILL BE CONSIDERED OUTSIDE THE CONSENT AGENDA.

a) Approval of Minutes for the May 11, 2020, City Council Special Meeting.

b) Financial Statement, Summary Report, and Management's Discussion and Analysis of Results of Operations – April 30, 2020.

c) Destruction of City records in accordance with the City of Garden Ridge Records Retention Plan.

Motion: A motion was made by Councilmember Bower, seconded by Mayor Pro-Tem McCaw, to approve Consent Agenda items a)-c). The City Council voted three (3) for and none (0) opposed. The motion carried unanimously.

6. Staff Reports

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

a) City Administrator Monthly Activity Report.

Nancy Cain, City Administrator, spoke regarding preparing the budget and tax rate calendar and requested Finance/HR Director Karen Ford and City Secretary Marisa Spencer to provide City Council with an update regarding continuity of operations within their respective departments.

Karen Ford, Finance/HR, spoke regarding revenue losses, additional expenditures, and the budgetary impact due to COVID-19.

Marisa Spencer, City Secretary, spoke regarding precautionary public health measures implemented at City Hall and continuity of operations related to the Administrative Department. She stated staff remains available by phone and email during regular business hours with in-person interactions available from 9am-12pm as well as by appointment. She spoke regarding implementing additional payment features to enhance the City's online services and installing additional equipment to allow for telephonic and videoconference meetings.

b) Police Department Monthly Activity Report.

Chief Eberhardt reviewed the monthly activity report and spoke regarding continuity of operations related to the Police Department. He thanked Jeff Kelley, Comal County Emergency Management Coordinator, for his support throughout the public health emergency.

Mayor Thompson and City Council expressed their support and appreciation of the Police Department, thanking the department for their leadership and continued efforts to ensure the safety of the community.

c) Public Works Monthly Activity Report.

Steven Steinmetz, Public Works Director, reviewed the monthly activity report and spoke regarding continuity of operations related to the Public Works Department. He provided City Council with details regarding recent instances of illegal dumping and addressed questions from Councilmembers.

Mayor Thompson recognized and thanked the Public Works Department for their continued cleaning and sanitation efforts.

d) Water Department Monthly Activity Report.

Jacob Parsons, Water Manager, reviewed the monthly activity report and spoke regarding continuity of operations related to the Water Department. He provided City Council with an update on working with the Water Commission on infrastructure projects and addressed questions from Councilmembers.

e) Library Monthly Activity Report.

Linda Crosland, Librarian, reviewed the monthly activity report and spoke regarding continuity of operations related to the Library. She spoke regarding efforts to assist kids in beating the summer slide, including the Summer Reading Event scheduled for Friday, June 12th.

Councilmember Bower spoke regarding looking into purchasing a banner to place on the corner of FM 3009 and Municipal Parkway advertising the Library being open.

7. City Engineer Projects Status Reports

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

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

a) Planning and Zoning Commission:

1. Receive monthly activity update as applicable.

Chair Dr. Miller provided City Council with an update on the technical committee reviewing the draft zoning ordinance and addressed questions from Councilmembers.

b) Quarry Commission:

1. Receive monthly activity update as applicable.

Mayor Thompson stated the Quarry Commission did not meet since the last City Council meeting and did not have a report.

c) Water Commission:

1. Request for water leak adjustment for 8150 Ridge North for the billing period of December 20, 2019 – January 21, 2020.

1.1. Receive recommendation from the Water Commission.

Chair Valdez provided City Council with a summary of the Commission's discussion regarding this request. He stated the Commission recommends the Water Manager's proposal of a credit in the amount of \$1,022.84 for approval by City Council, adding the amount is based on calculating the cost of water lost at the lowest tier rate.

1.2. Take action on recommendation.

Motion: A motion was made by Councilmember Lantzy, seconded by Mayor Pro-Tem McCaw, to approve the Water Commission's recommendation for request for water leak adjustment for 8150 Ridge North for the billing period of December 20, 2019 – January 21, 2020, and credit the account in the amount of \$1,022.84. The City Council voted three (3) for and none (0) opposed. The motion carried unanimously.

2. Request for credit for 20525 FM 3009 for the past due penalties from the billing period of October 16, 2019 – November 27, 2019.

2.1. Receive recommendation from the Water Commission.

Chair Valdez provided City Council with a summary of the Commission's discussion regarding this request. He stated the Commission recommends the Water Manager's proposal of a credit based on the leak adjustment in the amount of \$735.71 for approval by City Council; however, he stated it was later determined that the amount did not include the \$55.58 water bill received for November, thus lowering the credit to \$730.15.

2.2. Take action on recommendation.

Motion: A motion was made by Mayor Pro-Tem McCaw, seconded by Councilmember Lantzy, to approve the Water Commission's recommendation for request for credit for 20525 FM 3009 for the past due penalties from the billing period of October 16, 2019 – November 27, 2019, and credit the account in the amount of \$730.15. The City Council voted two (2) for and one (1) opposed (Councilmember Bower). The motion passed by a vote of 2-1.

3. Receive monthly activity update as applicable.

Chair Valdez provided City Council with an update on topics discussed at the Commission's May meeting. He spoke regarding Commissioner activities and projects, e-billing, ACH draft, and Grapevine articles. He thanked Assistant City Secretary Kat Balbi for her continued communication efforts in the monthly Grapevine.

Mayor Thompson and City Council thanked Chair Valdez and the Water Commission for their expertise, hard work, preparation, and dedication in their projects as well as during leak adjustment requests.

d) Wildlife Management Advisory Commission:

1. Take action on the resignation of Commissioner Cynthia Segovia.

Mayor Thompson stated acting Chair Krawczynski could not attend the meeting; however, Mayor Thompson spoke to him in advance regarding this item. Mayor Thompson stated since the resignation submitted by Cynthia Segovia stated it was effectively immediately, acting Chair Krawczynski expressed his desire to streamline the process in this case so the Commission could begin filling their vacancy.

Motion: A motion was made by Councilmember Bower, seconded by Mayor Pro-Tem McCaw, to accept the resignation of Commissioner Cynthia Segovia with regret. The City Council voted three (3) for and none (0) opposed. The motion carried unanimously.

Mayor Thompson and City Council spoke regarding Ms. Segovia's leadership and dedication, thanking Ms. Segovia for her motivation while volunteering to serve on the Wildlife Management Advisory Commission.

2. Receive monthly activity update as applicable.

Mayor Thompson stated the Commission did not have additional matters to report at this time.

e) Parks Committee:

1. July 4th Celebration.

1.1. Discuss and take action on designating a Grand Marshal for the parade.

Rod Chamberlain, Parks Committee, spoke regarding designating a Grand Marshal for the July 4th parade each year with this year being the first year, subject to authorization by City Council.

The City Council agreed by consensus to designate a Grand Marshal for the July 4th parade. Rod Chamberlain, Parks Committee, spoke regarding designating Brigadier General Charles "Chuck" Elia, USA (Ret) as Grand Marshal for the City of Garden Ridge.

Motion: A motion was made by Councilmember Bower, seconded by Mayor Pro-Tem McCaw, to designate General Charles "Chuck" Elia as the Grand Marshal for July 4, 2020, City of Garden Ridge Parade. The City Council voted three (3) for and none (0) opposed. The motion carried unanimously.

2. Receive monthly activity update as applicable.

Rod Chamberlain, Parks Committee, provided City Council with an update on current and future Parks Committee efforts and projects. He spoke regarding landscaping around the new pavilion at Paul Davis Park, working on revisions to Ordinance No. 24, and creating a written process for dedications and designations. He further stated that any written process would also include procedures for vetting a person and bringing recommendations to City Council for action.

Rod Chamberlain, Parks Committee, stated the Parks Committee was not awarded the Texas Parks and Wildlife Department grant and thanked Councilmember Swint for submitting the grant application and providing for the Parks Committee to be a candidate for future grants.

f) Volunteer Garden Ridge!

1. Receive monthly activity update as applicable.

Mayor Thompson spoke regarding Library volunteers and volunteers assisting the Administrative Department, stating *Volunteer Garden Ridge!* reported nearly 100 hours for the month of May, despite the necessary COVID-19 restrictions.

9. Approvals/Authorizations

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

a) COVID-19.

1. Community Blood Drive sponsored by the City of Garden Ridge and the Garden Ridge Lions.

Mayor Thompson spoke regarding the Community Blood Drive sponsored by the City of Garden Ridge and the Garden Ridge Lions taking place at the Community and Event Center on Saturday June 13th from 9am-3pm. He stated donations are by appointment only to control donor flow, maintain social distance, and allow for proper sanitation protocols. He also stated that blood donations will be tested for the COVID-19 antibody and donors will receive gifts as well as a chance to receive a 2-year pre-paid lease on a 2020 Ford Mustang.

2. Discuss status, updates, response, and matters related to the COVID-19 Virus.

Mayor Thompson provided City Council with an update on the status and actions taken at the federal, state, and local level in response to COVID-19. He spoke regarding the increased testing related to COVID-19 and continuity of operations related to City parks and the Community and Event Center. Mayor Thompson and City Council thanked City staff for their hard work navigating through these unprecedented times.

The City Council discussed the annual 4th of July parade and celebration event traditionally held at Paul Davis Park. The City Council agreed by consensus to conduct the 2020 celebration in a manner that is most appropriate at the time for ensuring public health and safety due to COVID-19.

3. Take possible action on matters related to the COVID-19 Virus, if needed.

No action taken.

10. Updates

a) City Administrator Reports.

1. Update on Shred Event.

Nancy Cain, City Administrator, announced the Shred Event has been rescheduled to Saturday, June 13th from 10am-1pm in the City Hall parking lot.

2. Update on Oak Wilt.

Steven Steinmetz, Public Works Director, provided City Council with an update on Oak Wilt within the City. He spoke regarding discussions with Texas A&M Forest Service Biologist Mr. Edmonson and the affected property owners as well as possible containment and treatment efforts, including trenching.

b) Mayor's Projects.

1. Communication Report.

Mayor Thompson spoke regarding the 2020 Census, stating the response rate for City of Garden Ridge is currently ranked as #2 in Texas and on average, the City of Garden Ridge has remained ranked in the top 100 of cities in the nation.

Mayor Thompson spoke regarding options for relocating the City sign on FM 2252 as well as looking into options regarding electronic signage within the City.

Mayor Thompson requested City Secretary Marisa Spencer to discuss communication efforts related to the Comal County primary runoff election. Marisa Spencer, City Secretary, spoke regarding advertising the dates and times for Early Voting on the City's website, City's sign, front doors at City Hall, monthly calendar, monthly grapevine, and social media sites. She stated the location for both Early Voting and Election Day will be the Community and Event Center Bluebonnet Room.

2. Citizen Contact Report.

Mayor Thompson spoke regarding an incident where suspected theft of a package turned out to be a neighbor picking up their food delivery after it was delivered to the wrong address. Chief Eberhardt discussed how this incident led to new residents meeting their neighbors.

Mayor Thompson spoke regarding an email sent to City Council from a resident claiming the Police Department was withholding property from him. He stated due to the resident being unable to provide substantial identifying information regarding the property, the Police Department could not release it until they confirmed ownership. He further stated that once ownership was confirmed, the Police Department notified the resident and arranged for the property to be released to the owner.

Mayor Thompson spoke regarding a citizen contacting him regarding the process and operation of contacting an officer through Comal County dispatch.

11. Discussion of Future Agenda Items

None at this time.

12. Citizen Comment Period – limited to 20 minutes total

Rod Chamberlain, 8807 Cherokee Path, spoke regarding the Water Department taking proactive measures related to water meters and commended Duane Scognio for his professionalism during a recent interaction.

Ken Kneupper, 8891 Schoenthal Road, spoke regarding fawn season and reminded everyone to maintain distance from any fawn.

Pam Fritz, 8927 Garden Ridge Drive, spoke regarding the Grand Marshal discussion, City Ordinances related to buildings, and mailbox security.

Armando Diaz, 21010 Gunther Grove, spoke regarding a recent water leak found at his residence and expressed his appreciation for the Water Department.

13. Reports and Comments from Mayor and City Councilmembers

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

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.

Mayor Pro-Tem McCaw spoke regarding current exhibits and outreach efforts at the Garden Ridge Library.

14. 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 requirements for Comal County Emergency Services and authority to contract for such services through an interlocal agreement.**
- 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 personnel matter related to emergency orders.**

Mayor Thompson announced the City Council will recess at 8:32 p.m. and reconvene into Executive Session at 8:45 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 9:36 p.m.

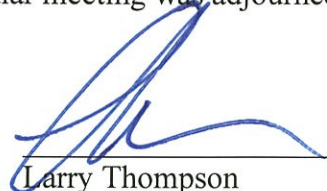
15. Business Items

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

Mayor 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.

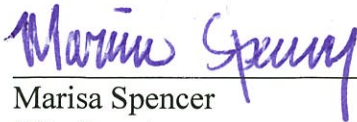
16. Adjournment

Motion: A motion was made by Councilmember Bower, seconded by Councilmember Lantzy, to adjourn. The City Council voted three (3) for and none (0) opposed. The motion carried unanimously. There being no further business, the Wednesday, June 3, 2020, City Council regular meeting was adjourned at 9:37 p.m. by Mayor Thompson.



Larry Thompson
Mayor

ATTEST



Marisa Spencer
City Secretary

**SIGN IN TO SPEAK AT THE JUNE 3, 2020
CITY COUNCIL REGULAR MEETING
CITIZEN COMMENT PERIOD**

Rules for Citizens' Participation:

The City Council welcomes citizen participation and comments at all City Council Meetings. The City Council offers citizens the opportunity to address them by signing up to speak prior to the meeting. If you speak, you 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. KEN KUEPPER	8891 SCHENKEL RD		H/SCHOOL
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JUNE 3, 2020
CITY COUNCIL REGULAR MEETING
SECOND CITIZEN COMMENT PERIOD

NAME	ADDRESS	SUBJECT
1. <i>ROD CHAMBERLAIN</i>	<i>8807 CHEROKEE PATH</i>	<i>WATER DEPT. GOOD JOBS</i>
2. <i>KEN KNEPPER</i>	<i>8891 SCHOENTHALER</i>	<i>FAUNTS -</i>
3. <i>Armando Diaz</i>	<i>21010 GUNTHER DR</i>	<i>Water Dept</i>
4. <i>Pam Fritz</i>	<i>8927 Garden Ridge DR.</i>	<i>question couldn't be answered during meeting</i>
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