



City of Garden Ridge

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

MINUTES CITY COUNCIL REGULAR MEETING WEDNESDAY, JULY 1, 2020, 6:00 P.M.

Councilmembers Present:

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

Councilmembers Absent:

None

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
Johnell Holly, Chair, Quarry Commission
Ken Kneupper, Vice-Chair, Wildlife Management Advisory Commission

Other City Commissioners in Attendance:

Keven Harshbarger, Vice-Chair, Water Commission
Dr. Richard Carmichael, Water Commissioner
David Heier, Planning and Zoning 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, July 1, 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. City/Employee Recognitions/Employee Introductions

a) Thank you card from Main Glass & Mirror, Co. to the Police Department.

Nancy Cain, City Administrator, stated a thank you card was received from Main Glass & Mirror, Co. to the Police Department for all that they do.

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

Nancy Cain, City Administrator, recognized employees with anniversary dates in the month of July for their hard work, dedication, and tenure with the City. This recognition included: Ofc. Richard McMahan-12 years, Kat Balbi-2 years, and Ofc. Bryan Pelata-7 years.

5. Citizen Comment Period – limited to 30 minutes total

Mayor Thompson reviewed the rules for Citizen Comment Period.

Shelby Trial, 21657 Forest Waters Circle, spoke regarding the 4th of July Parade and Celebration.

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 June 3, 2020, City Council Regular Meeting.

b) Financial Statement, Summary Report, and Management's Discussion and Analysis of Results of Operations – May 31, 2020.

c) Bexar Metro 9-1-1 Network's Proposed Fiscal Year 2020 Budget.

d) Approval of employee benefits for fiscal year 2021 and authorization for City Administrator to negotiate contracts with Texas Municipal League IEBP.

Motion: A motion was made by Councilmember Swint, seconded by Mayor Pro-Tem McCaw, to approve Consent Agenda items a)-d). The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

7. Staff Reports

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

a) City Administrator Monthly Activity Report.

Nancy Cain, City Administrator, provided City Council with an update on citizens watching the City Council meetings online and spoke regarding the City of Garden Ridge Shred Event. She stated the Shred Event was successful, with approximately 6,000 pounds of paper shred, and the Suzanne Kuntz Real Estate Team expressed they would like to sponsor this event again next year.

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 the Utility Clerk position, telephonic and videoconference meetings, and the new pay by phone option for utility customers called Interactive Voice Response (IVR).

b) Police Department Monthly Activity Report.

Chief Eberhardt reviewed the monthly activity report and spoke regarding continuity of operations related to the Police Department and Municipal Court. He stated Lt. Bellinger, along with Municipal Court staff, worked with the Presiding Judge and Comal County Office of Public Health to develop an operating plan for approval by the Office of Court Administration in order to conduct in-person court proceedings.

Mayor Thompson thanked all City Employees involved with continuity of operations related to Municipal Court for executing an impressive and smooth operation and thanked the Police Department for continuing to ensure the safety of the community. Mayor Thompson provided City Council with an update on his session with the Police Department where he expressed the City's respect, support, and appreciation of the department.

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 spoke regarding dumpster weekends in July and stated dumpsters will open at 12pm on Saturday, July 4th.

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.

e) Library Monthly Activity Report.

Linda Crosland, Librarian, reviewed the monthly activity report and spoke regarding continuity of operations related to the Library. She expressed appreciation to the Library Volunteers for assisting with and abiding by safety and sanitation protocols in place at the Library.

8. City Engineer Projects Status Reports

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

9. 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 ordinance revision process relating to the draft zoning ordinance and addressed questions from Councilmembers. He also spoke regarding the Commission receiving a presentation from Overman Properties regarding Garden Homes.

b) Quarry Commission:

1. Receive monthly activity update as applicable.

Chair Holly provided City Council with an update on recent Commission meetings and blasting operations, stating all recent blasts have been well below the blasting limits outlined in Ordinance No. 34.

c) Water Commission:

1. Request for water leak adjustment for 8323 Shining Elk for the billing period of February 20, 2020 – March 23, 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 \$525.23 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 Councilmember Swint, to approve the Water Commission's recommendation for request for water leak adjustment for 8323 Shining Elk for the billing period of February 20, 2020 – March 23, 2020, and credit the account in the amount of \$525.23. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

2. Request for water leak adjustment for 19099 FM 2252 for the billing period of February 20, 2020 – March 23, 2020.

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 in the amount of \$6,726.42 for approval by City Council, adding the amount is based on calculating the cost of water lost at the lowest tier rate.

2.2. Take action on recommendation.

Motion: A motion was made by Mayor Pro-Tem McCaw, seconded by Councilmember Arvidson, to approve the Water Commission's recommendation for request for water leak adjustment for 19099 FM 2252 for the billing period of February 20, 2020 – March 23, 2020, and credit the account in the amount of \$6,726.42. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

3. Request for water leak adjustment for 21729 Forest Waters Circle for the billing period of April 23, 2020 – May 21, 2020.

3.1. 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 \$581.97 for approval by City Council, adding the amount is based on calculating the cost of water lost at the lowest tier rate.

3.2. Take action on recommendation.

Motion: A motion was made by Councilmember Lantzy, seconded by Councilmember Bower, to approve the Water Commission's recommendation for request for water leak adjustment for 21729 Forest Waters Circle for the billing period of April 23, 2020 – May 21, 2020, and credit the account in the amount of \$581.97. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

4. Receive monthly activity update as applicable.

Chair Valdez provided City Council with an update on topics discussed at the Commission's June meeting. He spoke regarding Commissioner activities and projects, leak adjustment requests, the Water Master Plan, and AMI/AMR system.

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. Receive monthly activity update as applicable.

Vice-Chair Kneupper provided City Council with an update on topics discussed at the Commission's June meeting. He spoke regarding the Commission electing David Krawczynski as Chair and himself as Vice-Chair for the remaining term and addressed questions from Councilmembers.

e) Parks Committee:

1. 4th of July Parade and Celebration.

Rod Chamberlain, Parks Committee, spoke regarding the 4th of July Parade and Celebration and the first Grand Marshal for the City of Garden Ridge, General Charles "Chuck" Elia. He detailed the plans for this year's 4th of July Parade and Celebration, including safety measures for the flag raising ceremony and city spirit tour. He addressed questions from Councilmembers.

Mayor Thompson thanked the Parks Committee, City Staff, and the Police Department for their preparation efforts for the 4th of July Parade and Celebration.

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 committee membership, landscaping around the new pavilion at Paul Davis Park, and working on revisions to Ordinance No. 24.

f) Volunteer Garden Ridge!

1. Receive monthly activity update as applicable.

Nancy Cain, City Administrator, stated *Volunteer Garden Ridge!* reported 117 hours for the month of June, despite the necessary COVID restrictions.

10. Approvals/Authorizations

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

a) COVID-19.

1. 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 Governor Abbott's Executive Order GA-28 and Comal County Judge Krause's Executive Order SK-03. He spoke regarding the increased testing related to COVID-19 and continuity of operations related to City parks and the Community and Event Center.

Nancy Cain, City Administrator stated the City currently does not have any park rentals for July or August and any scheduled meetings at the Community and Event Center will be in the Wildflower Room in order to maintain social distancing.

Mayor Thompson spoke regarding the Community Blood Drive sponsored by the City of Garden Ridge and the Garden Ridge Lions Club that was held at the Community and Event Center in June. He stated this blood drive was a huge success, with all appointment times filled, and blood donations tested for the COVID-19 antibody.

Mayor Thompson and City Council discussed the 4th of July Parade and Celebration presented by the Parks Committee, including the plan and details for a flag raising ceremony followed by a city spirit tour led by the first Grand Marshal for the City of Garden Ridge.

2. Take possible action on matters related to the COVID-19 Virus, including 4th of July Parade and Celebration, if needed.

Motion: A motion was made by Councilmember Lantzy to conduct only the flag raising ceremony and to cancel the parade. There was no second; therefore, the motion died.

Motion: A motion was made by Councilmember Swint, seconded by Councilmember Lantzy, to cancel this year's 4th of July Parade and Celebration in its entirety. The City Council voted three (3) for (Councilmember Swint, Councilmember Lantzy, and Councilmember Bower) and two (2) opposed (Mayor Pro-Tem McCaw and Councilmember Arvidson). The motion passed by a vote of 3-2.

11. Updates

a) City Administrator Reports.

1. FY2021 Budget and 2020 Tax Rate Calendar.

Nancy Cain, City Administrator, spoke regarding the Fiscal Year 2021 Budget and 2020 Tax Rate Calendar as well as the process for adopting the budget and tax rate.

2. Update on Oak Wilt.

Nancy Cain, City Administrator, provided City Council with an update on Oak Wilt within the City. She spoke regarding meeting with Texas A&M Forest Service Biologist Mr. Edmonson and affected property owners to discuss possible containment and treatment efforts, including trenching. She stated the City has applied for a grant through the State of Texas to apply towards the cost to abate any oak wilt.

Steven Steinmetz, Public Works Director, provided City Council with an update on containment and treatment efforts as well as possible trenching routes

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.

2. Citizen Contact Report.

Mayor Thompson spoke regarding an email sent to City Council expressing concerns related to traffic on Bat Cave Road. He stated he spoke with the citizen after Chief Eberhardt investigated the concerns and requested Chief Eberhardt to update City Council on his findings. Chief Eberhardt stated over the last four and a half years the Police Department has been notified of a total of six (6) incidents that related to the citizen's concerns of traffic on Bat Cave Road, which includes four (4) fatally wounded deer and two (2) property damage reports involving mailboxes and a tree.

Mayor Thompson spoke regarding a citizen expressing concerns related to a building on Bat Cave Road during the previous City Council meeting. He reported that after looking into this concern, it was determined that the building was approved by the Building Inspector and meets all requirements of the City's Ordinances.

12. Discussion of Future Agenda Items

None at this time.

13. Citizen Comment Period – limited to 20 minutes total

Pam Fritz, 8927 Garden Ridge Drive, spoke regarding a building on Bat Cave Road and City Ordinances related to structures and building standards.

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/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.

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(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 in connection with the lease, exchange, or value of real property regarding potential donation of property to City and related negotiations.**
- 3. To seek legal advice regarding requirements for Comal County Emergency Services and authority to contract for such services through an interlocal agreement.**
- 4. 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 internal personnel investigation - police department complaint.**

Mayor Thompson announced the City Council will recess at 8:57 p.m. and reconvene into Executive Session at 9:10 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 10:20 p.m.

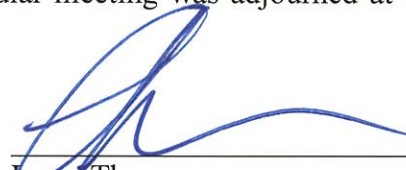
16. Business Items

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.

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.

17. Adjournment

Motion: A motion was made by Councilmember Arvidson, seconded by Councilmember Lantzy, to adjourn. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously. There being no further business, the Wednesday, July 1, 2020, City Council regular meeting was adjourned at 10:20 p.m. by Mayor Thompson.



Larry Thompson
Mayor

ATTEST



Marisa Spencer
City Secretary

**SIGN IN TO SPEAK AT THE JULY 1, 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. SALLOY TRIAL	21657 FOREST WATERS CIR.		9th of July Parade
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LAST ITEM

JULY 1, 2020
CITY COUNCIL REGULAR MEETING
SECOND CITIZEN COMMENT PERIOD

	NAME	ADDRESS	SUBJECT
1.	<i>Pam Fritz</i>	<i>8927 Garden Ridge Dr</i>	<i>Extra Lg. Bldg. on Bat Cove.</i>
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