



City of Garden Ridge

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

MINUTES CITY COUNCIL REGULAR MEETING WEDNESDAY, SEPTEMBER 2, 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
Wendy Bippert, Assistant 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, Vice-Chair, Wildlife Management Advisory Commission
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, September 2, 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 note from Larry Verner to Officer McKenzie.

Nancy Cain, City Administrator, stated a thank you note was received from Larry Verner to Officer McKenzie for checking on an activated alarm at a family member's residence.

b) Thank you note from Martha Stipp to City Secretary Marisa Spencer.

Nancy Cain, City Administrator, stated a thank you note was received from Martha Stipp to City Secretary Marisa Spencer for her professionalism and dedication to serving the City of Garden Ridge.

c) Thank you card from The Smotherman Family to Mayor Thompson and the City of Garden Ridge.

Nancy Cain, City Administrator, stated a thank you card was received from The Smotherman Family to Mayor Thompson and the City of Garden Ridge for the support provided during their time of loss.

d) Introduction of Utility Clerk Michelle Hinojosa.

Marisa Spencer, City Secretary, introduced Utility Clerk Michelle Hinojosa and spoke regarding her background and professional experience. Mayor Thompson and Councilmembers welcomed her to the City of Garden Ridge.

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

Nancy Cain, City Administrator, recognized employees with anniversary dates in the month of September for their hard work, dedication, and tenure with the City. This recognition included: Jill Acha-2 years of service and Detective Sgt. Keith Osborn-4 years of service.

f) Presentation of 2020 Essential Workers Plaque from the Randolph Metrocom Rotary Club.

Nancy Cain, City Administrator, stated the 2020 Essential Workers Plaque was received from the Randolph Metrocom Rotary Club recognizing City Staff, Mayor Thompson, and City Council for the continued essential work and dedication to the community during the Covid-19 health emergency.

5. Citizen Comment Period

No one signed up to speak.

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 August 5, 2020, City Council Regular Meeting.

b) Approval of Minutes for the August 13, 2020, City Council Special Meeting.

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

d) Recommendation from the City Administrator to cast a vote for the incumbents on the Official Ballot for Texas Municipal League Intergovernmental Risk Pool Board of Trustees Election.

Motion: A motion was made by Councilmember Lantzy, seconded by Councilmember Arvidson, to pull Consent Agenda Item d) for further discussion and to receive a recommendation from the City Administrator. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

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

Councilmember Lantzy spoke regarding the candidates on the Official Ballot for the Texas Municipal League Intergovernmental Risk Pool Board of Trustees Election and Nancy Cain, City Administrator, provided the recommendation to cast a vote for the incumbents.

Motion: A motion was made by Councilmember Lantzy, seconded by Councilmember Swint, to approve Consent Agenda item 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 City Council and Commission meetings and spoke regarding continuity of operations related to the Community and Event Center.

Karen Ford, Finance/HR, provided City Council with an update on continuity of operations related to Finance and Human Resources and spoke regarding employee benefits, salary step meetings, and the annual audit.

Marisa Spencer, City Secretary, spoke regarding precautionary public health measures implemented at City Hall and continuity of operations related to the Administrative Department. She provided City Council with an update regarding the ability to conduct telephonic and videoconference meetings.

Mayor Thompson spoke regarding the tax rate comparison chart created by the City Administrator showing City tax rates for the surrounding area for the 2019 tax year.

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 addressed questions from Councilmembers.

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 addressed questions from Councilmembers.

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 addressed questions from Councilmembers.

e) Library Monthly Activity Report.

Wendy Bippert, Assistant Librarian, reviewed the monthly activity report and spoke regarding continuity of operations related to the Library.

Mayor Thompson thanked Department Heads for their increased effectiveness and productivity during this public health emergency and specifically spoke regarding their efforts related to the budget and tax rate process.

8. City Engineer Projects Status Reports

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

a) FM 2252 Wastewater Project.

1. Force Main Sanitary Sewer Project.

1.1. Receive recommendation regarding bid proposals.

Pat Lackey, City Engineer, spoke regarding Force Main Sanitary Sewer Project bid proposals, presented the recommendation to authorize the City Administrator to negotiate a contract with QroMex Construction, and addressed questions from Councilmembers.

1.2. Take action to award contract.

Motion: A motion was made by Councilmember Lantzy, seconded by Councilmember Swint, to approve the City Engineer's recommendation and authorize the City Administrator to negotiate a contract with QroMex Construction regarding Force Main Sanitary Sewer Project. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

2. Supply of Goods and Special Services for Grinder Pump Equipment, Installation, On-Call Emergency Service and Repair, and Service Agreement.

2.1. Receive recommendation regarding bid proposals.

Pat Lackey, City Engineer, spoke regarding Supply of Goods and Special Services for Grinder Pump Equipment, Installation, On-Call Emergency Service and Repair, and Service Agreement bid proposals. He presented the recommendation to authorize the City Administrator to negotiate a contract with Hydro Source Service Inc. and addressed questions from Councilmembers.

2.2. Take action to award contract.

Motion: A motion was made by Councilmember Swint, seconded by Councilmember Bower, to approve the City Engineer's recommendation and authorize the City Administrator to negotiate a contract with Hydro Source Service Inc. regarding the Supply of Goods and Special Services for Grinder Pump Equipment, Installation, On-Call Emergency Service and Repair, and Service Agreement. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

3. Special Services for Bulk Wastewater Pumping, Hauling, and Disposal.

3.1. Receive recommendation regarding bid proposals.

Pat Lackey, City Engineer, spoke regarding Special Services for Bulk Wastewater Pumping, Hauling, and Disposal bid proposals. He presented the recommendation to review and reissue a solicitation for bids due to not receiving any bid proposals prior to the previously issued deadline.

3.2. Take action on recommendation.

Motion: A motion was made by Councilmember Lantzy, seconded by Councilmember Arvidson, to approve the City Engineer's recommendation and authorize the City Administrator and City Engineer to review and reissue a solicitation of bids regarding Special Services for Bulk Wastewater Pumping, Hauling, and Disposal. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

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

a) Planning and Zoning Commission:

Chair Dr. Miller provided City Council with an update on the topics discussed at the Commission's August meeting. He spoke regarding development, petitions for variances and rezoning, and the Draft Zoning Ordinance. He addressed questions from Councilmembers.

Mayor Thompson spoke regarding the legalities related to processing applications and conducting public hearings for petitions regarding development and use of land and property within the City of Garden Ridge.

b) Quarry Commission:

Mayor Thompson stated the Commission did not meet in August and there are no items to report on at this time.

c) Water Commission:

1. Fire Flow Service for individuals outside the City's Certificate of Convenience and Necessity (CCN).

1.1. Receive recommendation from Water Commission to amend Ordinance No. 54-122019 to include Fire Flow Service for individuals outside the City's CCN.

Chair Valdez spoke regarding Fire Flow Service for individuals outside the City's Certificate of Convenience and Necessity (CCN) stated the Commission recommends amending Ordinance No. 54-122019 to include Fire Flow Service for individuals outside the City's CCN.

1.2. Take action on Ordinance No. 54-092020 An Ordinance of the City Council of the City of Garden Ridge, Texas, adopting a comprehensive water company for the City of Garden Ridge; providing definitions; statement of organization; establishing a Water Commission; general policies; regulations and rules; rates and billing cycles; providing for a penalty; providing for severability; and declaring an effective date.

Motion: A motion was made by Councilmember Bower, seconded by Mayor Pro-Tem McCaw, to approve Ordinance No. 54-092020 An Ordinance of the City Council of the City of Garden Ridge, Texas, adopting a comprehensive water company for the City of Garden Ridge; providing definitions; statement of organization; establishing a Water Commission; general policies; regulations and rules; rates and billing cycles; providing for a penalty; providing for severability; and declaring an effective date. 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 8818 Cherokee Path for the billing period of March 23, 2020 – April 23, 2020.

2.1. Receive recommendation from 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 \$604.35 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 Councilmember Swint, seconded by Councilmember Arvidson, to approve the Water Commission's recommendation for request for water leak adjustment for 8818 Cherokee Path for the billing period of March 23, 2020 – April 23, 2020, and credit the account in the amount of \$604.35. The City Council voted four (4) for and one (1) opposed (Councilmember Bower). The motion passed by a vote of 4-1.

3. Advanced Metering Infrastructure System (AMI) and Meter Data Management System (MDMS).

3.1. Receive recommendation from Water Commission regarding bid proposals.

Chair Valdez provided City Council with a summary of the City of Garden Ridge Water Meter Project Report and spoke regarding the Advanced Metering Infrastructure System (AMI) and Meter Data Management System (MDMS). He presented the Commission's recommendation to authorize the City Administrator to negotiate a contract with Lubin Enterprises/Kamstrup regarding the AMI and MDMS.

3.2. Take action to award contract.

Motion: A motion was made by Councilmember Arvidson, seconded by Councilmember Bower, to approve the Water Commission's recommendation and authorize the City Administrator to negotiate a contract with Lubin Enterprises/Kamstrup regarding Advanced Metering Infrastructure (AMI) and Meter Data Management System (MDMS). 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 August meeting. He spoke regarding Commissioner activities and projects, revisions to Ordinances related to the Water Commission, water leases, and water rates.

Mayor Thompson and City Council thanked Chair Valdez and the Water Commission for their expertise, hard work, preparation, and dedication in their projects.

d) Wildlife Management Advisory Commission:

Nancy Cain, City Administrator, provided City Council with an update on topics discussed at the Commission's August meeting and addressed questions from Councilmembers.

e) Parks Committee:

1. Eagle Scout Project at Paul Davis Park.

1.1. Receive recommendation from Parks Committee.

Rod Chamberlain, Parks Committee, introduced Eagle Scout Alex Webster and stated the Committee recommends City Council approval of his Eagle Scout Project at Paul Davis Park. Mr. Webster provided City Council with details of his Eagle Scout Project consisting of adding a bench and trellis at Paul Davis Park.

1.2. Take action on recommendation.

Motion: A motion was made by Mayor Pro-Tem McCaw, seconded by Councilmember Bower, to approve the Parks Committee's recommendation and authorize the Eagle Scout Project at Paul Davis Park. The City Council voted five (5) 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 park facilities, committee membership, landscaping around the new pavilion at Paul Davis Park, and revisions to Ordinance No. 24.

Mayor Thompson and Councilmembers thanked Rod Chamberlain and the Parks Committee for their hard work.

f) *Volunteer Garden Ridge!*

Nancy Cain, City Administrator, stated *Volunteer Garden Ridge!* reported 83 hours for the month of August, despite the necessary COVID restrictions.

Mayor Thompson spoke regarding the butterfly sculpture in front of City Hall and thanked the Comal Master Gardeners for their expertise and hard work at the Gardens of Garden Ridge.

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 disaster declaration renewal, Executive Orders GA-28 and GA-29, school re-openings, and the Community Blood Drive sponsored by the City of Garden Ridge and the Garden Ridge Lions Club held on August 29th at the Community and Event Center.

2. Discuss funding and expenditures from the Coronavirus Aid, Relief, and Economic Security Act.

Karen Ford, Finance/HR, provided City Council with an update on funding and expenditures from the Coronavirus Aid, Relief, and Economic Security Act.

Steven Steinmetz, Public Works Director, provided City Council with an update on touchless appliances and features being installed within City facilities.

3. Take action on Allocating Funds from Northeast Partnership.

Mayor Thompson spoke regarding Northeast Partnership allocating funds for cities to distribute to local businesses in their community affected by the Covid-19 public health emergency. He spoke regarding funds being proportional to the size of the city and stated Garden Ridge's share is \$1,250.

The City Council discussed distributing funds to local restaurants that support the Garden Ridge community, including within the city limits as well as the unincorporated area of Comal County just outside the city limits.

Motion: A motion was made by Councilmember Lantzy, seconded by Councilmember Bower, to allocate Garden Ridge's share of funds from Northeast Partnership by distributing \$450 to Capparelli's, \$400 to Figlio's, and \$400 to Wraptitude. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

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

No action taken.

11. Updates

a) City Administrator Reports.

1. Update on Oak Wilt.

Steven Steinmetz, Public Works Director, provided City Council with an update on Oak Wilt within the City of Garden Ridge, including containment and treatment efforts.

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 spoke regarding Comal County Crime Stoppers renewing the increased reward related to the homicide the Police Department is actively investigating as well as continuing communications with various news outlets to provide updated information.

2. Citizen Contact Report.

Mayor Thompson spoke regarding complaints related to loose dogs and thanked Animal Services, the Public Works Department, and the Police Department for working together to ensure the city maintains proper documentation.

Mayor Thompson spoke regarding citizens contacting him about standards related to conducting garage sales and thanked Chief Eberhardt for diplomatically handling these situations. He also added the Planning and Zoning Commission will incorporate regulations related to garage sales into the zoning ordinance rewrite for City Council approval.

Mayor Thompson spoke regarding a citizen contacting him about concerns related to the quality of water at their residence and they thanked the Water Department for being responsive and continuously ensuring the city provides safe and clean water.

12. Discussion of Future Agenda Items

Councilmember Lantzy requested a possible discussion regarding truck traffic near Hanson Servtex Quarry unless his concerns are resolved during the Quarry Commission regular meeting on September 14th.

Councilmember Lantzy requested a discussion regarding code compliance enforcement on the next agenda.

13. Citizen Comment Period

Mayor Thompson reviewed the Rules for Citizens' Participation.

Dr. Jim Miller, 9910 Marie Meadow, spoke regarding bid solicitations.

Rod Chamberlain, 8807 Cherokee Path, thanked City Council for their approval of Eagle Scout Alex Webster's Project at Paul Davis Park.

Ken Kneupper, 8891 Schoenthal Road, spoke regarding sporting events at Davenport High School.

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.

Councilmember Arvidson spoke regarding sporting events at Davenport High School.

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 requirements for Comal County Emergency Services and authority to contract for such services through an interlocal agreement.**

Mayor Thompson announced he was striking Executive Session item 2. from this agenda and announced the City Council will recess at 8:49 p.m. and reconvene into Executive Session at 9:00 p.m., in accordance with Texas Government Code Section 551.071 – Consultation with Attorney to discuss and seek legal advice on the item stated above.

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

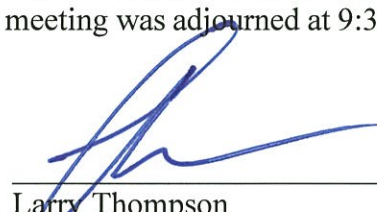
16. Business Items

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.

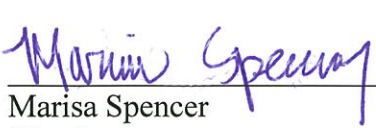
17. Adjournment

Motion: A motion was made by Councilmember Lantzy, seconded by Mayor Pro-Tem McCaw, to adjourn. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously. There being no further business, the Wednesday, September 2, 2020, City Council regular meeting was adjourned at 9:30 p.m. by Mayor Thompson.



Larry Thompson
Mayor

ATTEST



Marisa Spencer
City Secretary

SEPTEMBER 2, 2020
CITY COUNCIL REGULAR MEETING
SECOND CITIZEN COMMENT PERIOD

NAME	ADDRESS	SUBJECT
1. James Miller	9910 Marie Meadow	Sewer
2. Rod Chaboucin	8807 Clarence Path	Eagle Scout Proj.
3. Ken Kuepper	8891 Schoert Hall Rd.	H/S. Football game
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