



City of Garden Ridge

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

MINUTES CITY COUNCIL REGULAR MEETING WEDNESDAY, NOVEMBER 4, 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
Kat Balbi, Assistant City Secretary
Shannon Del Toro, Municipal Court Clerk
Karen Ford, Finance/HR
Jacqueline Marino, Accounting Assistant
Ron Eberhardt, Police Chief
Jacob Parsons, Water Manager
Steven Steinmetz, Public Works Director
Linda Crosland, Librarian
Ruiz Adolfo, City Attorney

City Commission Representatives Present:

Karen Diaz, Vice-Chair, Planning and Zoning Commission
Jesse Valdez, Chair, Water Commission
Ken Kneupper, Vice-Chair, Wildlife Management Advisory Commission

City Commissioners Present:

David Heier, Planning and Zoning Commission
Kerim Jacaman, Planning and Zoning Commission
Keven Harshbarger, Water Commission

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, November 4, 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. Eagle Scout Certificates of Recognition

Mayor Thompson spoke regarding the service Scouts must complete before receiving the rank of Eagle Scout and thanked the Eagle Scouts and their families for their hard work and dedication.

a) Jake Hogue

Mayor Thompson presented a Certificate of Recognition to Jake Hogue on behalf of the Garden Ridge Community for attaining the rank of Eagle Scout.

b) Travis Zipp

Mayor Thompson presented a Certificate of Recognition to Travis Zipp on behalf of the Garden Ridge Community for attaining the rank of Eagle Scout.

c) Tristan Arvidson

Mayor Thompson presented a Certificate of Recognition to Tristan Arvidson on behalf of the Garden Ridge Community for attaining the rank of Eagle Scout.

d) Marshall Lavash

Mayor Thompson presented a Certificate of Recognition to Marshall Lavash on behalf of the Garden Ridge Community for attaining the rank of Eagle Scout.

5. City/Employee Recognitions/Employee Introductions

a) Thank you note from Forest of Garden Ridge Homeowners Association to Commissioner Jim Mueller.

Nancy Cain, City Administrator, stated a thank you note was received from The Forest of Garden Ridge Homeowners Association to Water Commissioner Jim Mueller for informing residents about the AMI Project.

b) Thank you note from David and Hope Cowart to Front Office Staff.

Nancy Cain, City Administrator, stated a thank you note was received from David and Hope Cowart to the Front Office Staff for their considerate, helpful, and professional assistance.

Nancy Cain, City Administrator, also stated a thank you note was received from Marilyn Winters to the City for holding the 2020 General Election in the Community and Event Center to allow for social distancing and a safe voting environment. She also expressed her appreciation of City Staff.

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

Nancy Cain, City Administrator, recognized employees with anniversary dates in the month of November for their hard work, dedication, and tenure with the City. This recognition included: Chief Eberhardt-6 years of service and Steven Steinmetz-20 years of service.

Mayor Thompson presented Steven Steinmetz with a plaque recognizing his tenure milestone of 20 years of service.

6. Citizen Comment Period

No one signed up to speak.

7. 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 October 7, 2020, City Council Regular Meeting.

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

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

d) Approval of the Certification of Tax Levy for the Tax Year 2020 for the City of Garden Ridge.

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

8. Staff Reports

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

a) City Administrator Monthly Activity Report.

Nancy Cain, City Administrator, spoke regarding work being done to create a Step Pay Program to be presented to City Council in the next two months. She provided City Council with an update on flu shots given to City employees and Councilmembers.

b) Finance/HR Monthly Activity Report.

Karen Ford, Finance/HR, spoke regarding continuity of operations related to Finance and Human Resources, stating the Fiscal Year 2020 audit will begin on November 9th. She also introduced Accounting Assistant Jacqueline Marino and spoke regarding the Accounting Assistant part-time position. Mayor Thompson and Councilmembers welcomed Ms. Marino to the City of Garden Ridge.

c) City Secretary Monthly Activity Report.

Kat Balbi, Assistant City Secretary, spoke regarding continuity of operations related to the Administrative Department and precautionary public health measures implemented at City Hall. She provided City Council with an update regarding City Hall hours and the number of citizens viewing City Council meetings online.

d) Police Department Monthly Activity Report.

Chief Eberhardt reviewed the monthly activity report and spoke regarding continuity of operations related to the Police Department. He provided an update regarding Municipal Court held in October and stated the next Municipal Court date will be December 3, 2020.

e) 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 November and addressed questions from Councilmembers.

f) 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 the Advanced Metering Infrastructure (AMI) and Meter Data Management System (MDMS) Rollout Plan.

g) Library Monthly Activity Report.

Linda Crosland, Librarian, spoke regarding upcoming events and continuity of operations related to the Library. She also provided City Council with an update regarding grant funding received by the Library.

Mayor Thompson and Councilmembers thanked Linda Crosland, Librarian, for hosting a safe and fun Trunk or Treat Event.

9. City Engineer Projects Status Reports

Pat Lackey, City Engineer, reviewed the Trihydro Corporation Engineering Report for November 2020 and addressed questions from Councilmembers. The topics of discussion included the FM 2252 TxDOT Project, FM 2252 Wastewater Project, and the installation of a septic system at the Blackwell property.

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

a) Planning and Zoning Commission:

1. Planning and Zoning Commission Place 7 Vacancy (term expiring September 30, 2022).

1.1. Receive recommendation for the appointment of Art Porter.

Vice-Chair Diaz spoke regarding Mr. Porter's background and experience and stated the Commission unanimously voted to recommend the appointment of Art Porter to the Planning and Zoning Commission Place 7 with term expiring September 30, 2022.

1.2. Take action on recommendation.

Motion: A motion was made by Councilmember Lantz, seconded by Mayor Pro-Tem McCaw, to approve the Planning and Zoning Commission's recommendation and appoint Art Porter to the Planning and Zoning Commission Place 7 with term expiring September 30, 2022. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

2. **Petition by Shawn Willis on behalf of Vaquero Grande, LLC, for rezoning from Residence-Agriculture (RA) District to Neighborhood Service (B-1) District of a 4.23 acre tract of land lying in Section 96, Abstract 120, of the George M. Dolson Survey, Comal County, Texas, being all of a remaining portion of a 4.402 acre tract of land described to Vaquero Grande, LLC, a Texas Limited Liability Company, recorded in Document 201906028430 of the Official Public Records of Comal County, Texas. The property is further located on the east side of F.M. 2252 across from Hickory Bend in Garden Ridge, Texas.**

- 2.1. **Receive recommendation from Planning and Zoning Commission.**

Vice-Chair Diaz spoke regarding the petition for rezoning from Residence-Agriculture (RA) District to Neighborhood Service (B-1) District of the property detailed above, stating the Commission recommends approval of the petition.

- 2.2. **Hold a public hearing.**

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

No one wished to speak regarding the petition and Kat Balbi, Assistant City Secretary, stated no written comments were received.

Mayor Thompson closed the public hearing at 6:58 p.m.

- 2.3. **Take action on petition.**

The City Council discussed the Commission's recommendation and the petition for rezoning, including the proposed use and the City's Comprehensive Plan.

Motion: A motion was made by Councilmember Bower, seconded by Mayor Pro-Ten McCaw, to approve the Planning and Zoning Commission's recommendation and approve the petition by Shawn Willis on behalf of Vaquero Grande, LLC, for rezoning from Residence-Agriculture (RA) District to Neighborhood Service (B-1) District of a 4.23 acre tract of land lying in Section 96, Abstract 120, of the George M. Dolson Survey, and being all of a remaining portion of a 4.402 acre tract of land described to Vaquero Grande, LLC, a Texas Limited Liability Company, recorded in Document 201906028430 of the Official Public Records of Comal County, Texas. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

3. **Receive monthly activity update as applicable.**

Vice-Chair Diaz provided City Council with an update on the topics discussed at the Commission's October meeting and spoke regarding the appointment of Chair and Vice-Chair of the Planning and Zoning Commission.

- b) **Quarry Commission:**

Mayor Thompson stated the Quarry Commission did not meet in October and did not have anything to report.

- c) **Water Commission:**

1. **Request for water leak adjustment for 19810 Brandywine Cove for the billing period of June 22, 2020 – July 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 \$2,807.21 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 Swint, seconded by Mayor Pro-Tem McCaw, to approve the Water Commission's recommendation for request for water leak adjustment for 19810 Brandywine Cove for the billing period of June 22, 2020 – July 23, 2020, and credit the account in the amount of \$2,807.21. The City Council voted three (3) for and two (2) opposed (Councilmember Lantzy and Councilmember Bower). The motion passed by a vote of 3-2.

Mayor Thompson provided Councilmembers Lantzy and Bower the opportunity to discuss their opposition and provide any additional information regarding this matter. Councilmember Lantzy and Bower spoke regarding the high amount of credit given to the requestor and stated the Advanced Metering Infrastructure System should help reduce the amount of leak adjustments submitted.

2. Water Rate Structure.

2.1. Receive recommendation regarding water rates.

Chair Valdez summarized the presentation provided to City Council in the meeting packet. He spoke regarding the background, assumptions and data input, water rate options, analysis of alternatives and decision criteria, and the implementation of base rates. Chair Valdez stated the Water Commission unanimously voted to recommend to City Council Option 2, an increase of \$2.50 to the base rate and an increase of 3% / 2% to all the tiers using a formula to Inside the City Limits only. He addressed questions from Councilmembers.

Mayor Thompson thanked the Water Commission for their effort in researching and creating options for the annual water rate review.

2.2. Take action on recommendation.

Motion: A motion was made by Councilmember Lantzy, seconded by Councilmember Arvidson, to approve water rate Option 4 of an increase of \$2.50 to the base rate and an increase of 3% / 2% across all tiers using a formula with an effective date of December 23, 2020, through January 22, 2020. During the motion, Councilmember Swint stated she opposed the motion due to the implementation date of the new water rates. The City Council voted four (4) for and one (1) opposed (Councilmember Swint). 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 topics discussed at the Commission's October meeting and spoke regarding ordinance revisions, water leases, and leak adjustment requests. He addressed questions from Councilmembers.

d) Wildlife Management Advisory Commission:

Nancy Cain, City Administrator, provided City Council with an update on the topics discussed at the Commission's October meeting. Councilmember Lantzy spoke regarding trapping locations and requested the Commission provide an update at the next City Council meeting.

e) Parks Committee:

Rod Chamberlain, Parks Committee, provided City Council with an update on the Committee's efforts and projects. He spoke regarding park facilities, pocket parks, committee membership, and ordinance revisions.

f) Volunteer Garden Ridge!

Nancy Cain, City Administrator, stated *Volunteer Garden Ridge!* reported 342.5 hours for the month of October, despite the necessary COVID restrictions.

11. 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, Executive Orders GA-31 and GA-32, continuity of operations, waivers for approved outdoor public gatherings, and each Department's leadership in maintaining the safety of all employees.

2. Discuss funding and expenditure, es 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 possible action on matters related to the COVID-19 Virus, including Christmas Tree Lighting Event.

Mayor Thompson spoke regarding upcoming events involving City resources and stated the Parks Committee will provide information related to the Christmas Tree Lighting Event.

Rod Chamberlain, Parks Committee, spoke regarding the Christmas Tree Lighting Event scheduled for December 4, 2020, and provided a detailed plan of conducting this as a drive-through event in the Garden Ridge Community and Event Center. The City Council agreed by consensus for the City to hold the Christmas Tree Lighting Event.

12. Updates

a) City Administrator Reports.

Nancy Cain, City Administrator, spoke regarding the City Christmas Party scheduled for Friday, December 11, 2020, at the Community and Event Center.

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) City Council Projects.

1. New Resident Package (Swint and Bower).

Councilmember Bower spoke regarding contacting residents with an expertise in marketing to get involved and assist with this project. Councilmember Swint spoke regarding not changing the New Resident Package due to lack of inquiries from new residents.

2. Wildlife Management Issues/Concerns (Lantzy and McCaw).

Councilmember Lantzy and Mayor Pro-Tem McCaw requested a discussion regarding wildlife management issues/concerns.

Nancy Cain, City Administrator, spoke regarding communication with residents about possible trapping locations. Chief Eberhardt spoke regarding multiple incidents that have occurred since 2016 and addressed questions from Councilmembers.

Mayor Thompson and Councilmembers discussed the deer management program, safety precautions, maintaining an open line of communication with residents, and occurrences of misconduct including filing criminal charges for any future incidents.

The City Council agreed by consensus for the Police Department to act to the full extent of the law in regards to the deer management program due to the City not tolerating any interference.

c) 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 a publication of the City's tax rate in a local newspaper.

Mayor Thompson announced Coffee with the Mayor will resume on Monday, November 9, 2020, from 9:30 a.m. to 11 a.m and will continue on the second Monday of the month for the time being.

2. Citizen Contact Report.

Mayor Thompson spoke regarding a complaint related to damage yard and stated the resident will contact him about any other concerns in the future.

Mayor Thompson spoke regarding a citizen contacting him about mail found on the side of the road and stated the citizen discovered a child threw the mail out of the window of a moving car.

Mayor Thompson provided City Council with an update on the private gates installed around Paul Davis Park.

13. Discussion of Future Agenda Items

Councilmember Bower requested a discussion on the Post Office.

Mayor Pro-Tem McCaw requested a discussion on the cost of water.

Councilmember Lantzy requested a discussion on the effective date of water rates.

14. Citizen Comment Period

No one wished to speak.

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/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 thanked the City for recognizing the Eagle Scouts and their hard work.

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 – Consultation with Attorney and 551.072 – Deliberations About Real Property.

- 1. To seek legal advice, if needed, in connection with deliberating the purchase, lease, exchange, or value of real property and regarding related negotiations for City building projects, and wastewater 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 and discuss any related liability issues.**

Mayor Thompson stated he was striking the second item stated above and announced the City Council will recess at 9:20 p.m. and reconvene into Executive Session at 9:30 p.m., in accordance with Texas Government Code Section 551.071 – Consultation with Attorney and 551.072 – Deliberations About Real Property to discuss and seek legal advice on the first item stated above.

Mayor Thompson adjourned the Executive Session and reconvened back into Regular Session at 9:50 p.m.

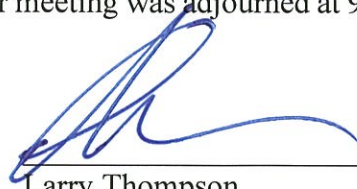
17. Business Items

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.

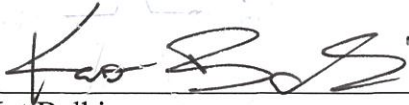
18. Adjournment

Motion: A motion was made by Councilmember Arvidson, seconded by Councilmember Bower, to adjourn. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously. There being no further business, the Wednesday, November 4, 2020, City Council regular meeting was adjourned at 9:50 p.m. by Mayor Thompson.



Larry Thompson
Mayor

ATTEST



Kat Balbi
Assistant City Secretary