



City of Garden Ridge

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

MINUTES CITY COUNCIL REGULAR MEETING WEDNESDAY, JANUARY 6, 2021, 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
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:

Karen Diaz, Vice-Chair, Planning and Zoning Commission
Jesse Valdez, Chair, Water Commission
Johnell Holly, Chair, Quarry Commission
Ken Kneupper, Vice-Chair, Wildlife Management Advisory 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, January 6, 2021, 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 Gail Gitcho to Sgt. Thoemke.

Nancy Cain, City Administrator, stated a thank you note was received from Gail Gitcho to Sgt. Thoemke for his quick response to a call for service at her residence.

5. Citizen Comment Period

Mayor Thompson reviewed the Rules for Citizens' Participation.

Tony Frasco, 8802 Wild Wind Park, spoke regarding the November 2020 City Council meeting.

Mary Rethman, 9450 Cinchona Trail, spoke regarding the November 2020 City Council meeting and City Ordinance No. 23.

Dawn Hatch, 8377 Twisted Oaks, spoke regarding open records requests and deer management.

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 December 2, 2020, City Council Regular Meeting.**
- b) Financial Statement, Summary Report, and Management's Discussion and Analysis of Results of Operations – November 30, 2020.**
- c) Destruction of City Records in accordance with City of Garden Ridge Records Retention Plan.**
- d) Resolution No. 470-012021 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.**

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

7. Approvals/Authorizations

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

a) Eagle Scout Project.

1. Receive presentation from William "Trey" Acker.

Mayor Thompson introduced Trey Acker, and Mr. Acker presented his Eagle Scout Project of creating a flag retirement box. The City Council discussed the benefits of a flag retirement box in Garden Ridge.

2. Take action on Eagle Scout Project.

The City Council agreed by consensus to authorize the Eagle Scout Project of a flag retirement box to be located outside City Hall.

b) Fiscal Year 2020 Audit Report (period ending September 30, 2020).

1. Receive a presentation and review.

Debbie Fraser reviewed the Fiscal Year 2020 Audit Report Presentation (see attached).

Mayor Thompson thanked Karen Ford, Finance-HR, for her hard work regarding the audit.

2. Take action on the Fiscal Year 2020 Audit Report.

Motion: A motion was made by Mayor Pro-Tem McCaw, seconded by Councilmember Swint, to approve the Fiscal Year 2020 Audit Report. 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, provided City Council with an update regarding the City Christmas Party held in December.

b) Finance/HR Monthly Activity Report.

Karen Ford, Finance/HR, spoke regarding continuity of operations related to Finance and Human Resources and provided City Council with an update on the salary step program. She stated the City accepted Brian Horne's resignation and has extended a conditional offer of employment for the Public Works position. She also spoke regarding the possibility of conducting COVID-19 vaccines in the City of Garden Ridge for employees and stated she would provide City Council with additional updates once she has more information.

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 the 2021 Garden Ridge General Election, City Hall hours, communication efforts, and open records requests report.

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 spoke regarding introducing a new Police Officer at the next City Council meeting, Municipal Court operations, and the Police Department receiving COVID-19 vaccines. He spoke regarding the Citizens Police Academy and stated the class has been postponed to April 6, 2021, through June 8, 2021.

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 a wounded deer incident requiring assistance from the Comal County Game Warden on December 15, 2020.

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 spoke regarding the status of the AMI Project and provided City Council with an update on the lease of water due to overpumping the Edwards Aquifer Authority.

Mayor Thompson spoke regarding the benefits of the AMI system for the residents of Garden Ridge.

g) Library Monthly Activity Report.

Linda Crosland, Librarian, spoke regarding upcoming events and continuity of operations related to the Library. She spoke regarding the cricut machine in the Library and Family Tech Days. She stated Family Tech Days will begin in February and occur on the first Saturday of every month.

9. City Engineer Projects Status Reports

Pat Lackey, City Engineer, reviewed the Trihydro Corporation Engineering Report for January 2021 and addressed questions from Councilmembers. The topics of discussion included the FM 2252 TxDOT Project, FM 2252 Wastewater Project, and the construction of Unit 3 in The Woods.

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

a) Planning and Zoning Commission:

1. Receive monthly activity update as applicable.

Vice-Chair Diaz provided City Council with an update on the topics discussed at the Commission's December meeting and spoke regarding the Draft Zoning Ordinance. She stated the Commission will bring all Master Land Use Plan adjustment recommendations to City Council once the full review of the Draft Zoning Ordinance is complete.

b) Quarry Commission:

1. Receive monthly activity update as applicable.

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

c) Water Commission:

1. Receive monthly activity update as applicable.

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

d) Wildlife Management Advisory Commission:

1. Receive monthly activity update as applicable.

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

e) Parks Committee:

1. Receive monthly activity update as applicable.

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 revisions to Ordinance No. 24. He spoke regarding the success of the 6th Annual Christmas Tree Lighting and thanked everyone for their support.

Mayor Thompson spoke regarding a record donation amount of \$709 to the Children's Advocacy Center of Comal County from the 2020 ornaments.

f) *Volunteer Garden Ridge!*

1. Receive monthly activity update as applicable.

Nancy Cain, City Administrator, stated *Volunteer Garden Ridge!* reported 372 hours for the month of December, despite the necessary COVID restrictions.

11. Updates

a) COVID-19.

1. Discuss status, updates, response, and matters related to COVID-19.

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 Order GA-32, continuity of operations, and waivers for approved outdoor public gatherings. He spoke regarding offering the City of Garden Ridge as a facility to receive the COVID-19 vaccine within Comal County.

2. Discuss 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 features being installed throughout City facilities.

3. Take possible action on matters related to COVID-19.

None at this time.

b) City Administrator Reports.

1. Update on Oak Wilt.

Nancy Cain, City Administrator, provided City Council with an update on Oak Wilt within the City of Garden Ridge, containment stating that containment was completed and the City's cost shares have been distributed. She stated the City was awaiting the State grant funds for distribution.

c) City Council Projects.

1. Comal ISD Events (Swint and Arvidson).

Councilmember Swint and Councilmember Arvidson did not have an update for the Comal ISD Events at this time, but requested this item stay on the agenda.

d) Mayor's Projects.

1. Communication Report.

Mayor Thompson spoke regarding the retirement of Frank Ontiveros, Comal County VA Representative, and stated Michelle Davis will assist the residents of Garden Ridge.

Mayor Thompson spoke regarding Coffee with the Mayor on the 2nd Monday of the month.

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 the end of trimming oak trees in January in accordance with Ordinance No. 71 and the availability of Bulk Dumpsters on the first four (4) weekends of January.

2. Citizen Contact Report.

Mayor Thompson spoke regarding the Public Works Department improving the easement behind Hickory Bend Drive.

Mayor Thompson spoke regarding Building Inspector Wilbert Lenz's quick response to a resident's concern with a pool placement.

Mayor Thompson spoke regarding a resident donating a significant portion of their leak adjustment credit amount to the Library that was approved by City Council during the previous City Council meeting.

Mayor Thompson spoke regarding Comal County Crimestoppers reinstating the \$10,000 reward for information regarding the Pam Smotherman case.

12. Discussion of Future Agenda Items

None at this time.

13. Citizen Comment Period

Ken Kneupper, 8991 Schonethal Road, spoke regarding Coffee with the Mayor and Davenport High School. He also thanked the Public Works Department for their continued hard work and assistance.

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 Canyon High School's volleyball team and varsity football team.

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 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 announced the City Council will recess at 7:48 p.m. and reconvene into Executive Session at 7:58 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 items stated above.

Mayor Thompson adjourned the Executive Session and reconvened back into Regular Session at 8:51 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 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, January 6, 2021, City Council regular meeting was adjourned at 8:52 p.m. by Mayor Thompson.


John McCaw
Mayor Pro-Tem

ATTEST


Kat Balbi
Assistant City Secretary