



City of Garden Ridge

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

MINUTES CITY COUNCIL REGULAR MEETING WEDNESDAY, MAY 5, 2021, 6:00 P.M.

Councilmembers Present:

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

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
Steven Steinmetz, Public Works Director
Eric Lowman, Deputy Public Works Director
Linda Crosland, Librarian
Cynthia Trevino, City Attorney

City Commissioners Present:

Dr. Jim Miller, Chair, Planning and Zoning Commission
Karen Diaz, Vice-Chair, Planning and Zoning Commission
James Mueller, Chair, 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, May 5, 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. Posting of Colors by Davenport High School JROTC/Pledge of Allegiance

Davenport High School JROTC posted the colors then led the Pledge of Allegiance and the Texas Pledge.

4. Proclamations

a) National Police Week and Peace Officers Memorial Day

Mayor Thompson presented a Proclamation to Chief Eberhardt declaring the week of May 9-15, 2021, as National Police Week in the City of Garden Ridge. Chief Eberhardt thanked Mayor Thompson, City Council, and his Officers.

5. City/Employee Recognitions/Employee Introductions

a) Thank you note from Barbara and Dean Lemmers to the Garden Ridge Library.

City Administrator Nancy Cain stated a thank you note was received from Barbara and Dean Lemmers to the Garden Ridge Library for all they do to make the Library special.

b) Thank you note from Bruce Stewart to Water Operator Duane Scognio.

City Administrator Nancy Cain stated a thank you note was received from Bruce Stewart to Water Operator Duane Scognio for his outstanding example of customer service.

c) Thank you note from Brian Reyes to Water Operator Duane Scognio.

City Administrator Nancy Cain stated a thank you note was received from Brian Reyes to Water Operator Duane Scognio for providing great customer service to him and his family.

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 April 7, 2021, City Council Regular Meeting.

b) Financial Statement, Summary Report, and Management's Discussion and Analysis of Results of Operations – March 31, 2021.

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

d) Appoint the Law Firm of Ryan Henry, LLC as Prosecutor for the City of Garden Ridge Municipal Court with Ryan Henry serving as lead Prosecutor and other attorneys in the Law Firm of Ryan Henry, LLC serving as Alternate Prosecutor.

Motion: A motion was made by Councilmember Bower, 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.

8. Staff Reports

a) City Administrator Monthly Activity Report.

City Administrator Nancy Cain spoke regarding the City Shred Event.

b) Finance/HR Monthly Activity Report.

Finance/HR Director Karen Ford stated she had nothing additional to add to the monthly financial reports.

c) City Secretary Monthly Activity Report.

City Secretary Marisa Spencer reviewed the monthly activity report and spoke regarding continuity of operations related to the Administrative Department.

d) Police Department Monthly Activity Report.

Chief Eberhardt reviewed the monthly activity report and spoke regarding continuity of operations related to the Police Department.

e) Public Works Monthly Activity Report.

Deputy Public Works Director Eric Lowman reviewed the monthly activity report and spoke regarding continuity of operations related to the Public Works Department.

f) Water Department Monthly Activity Report.

Public Works Director Steven Steinmetz reviewed the monthly activity report and spoke regarding continuity of operations related to the Water Department.

g) Library Monthly Activity Report.

Librarian Linda Crosland reviewed the monthly activity report and spoke regarding continuity of operations related to the Library.

9. City Engineer Projects Status Reports

City Engineer Reed Meriwether reviewed the Trihydro Engineering Report. He spoke regarding the FM 2252 TxDOT Project and FM 2252 Wastewater Project and addressed questions from Councilmembers.

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

a) Planning and Zoning Commission:

1. Resignation of Commissioner Heier.

1.1. Receive recommendation from the Planning and Zoning Commission.

Chair Dr. Miller stated the Commission recommends approval of the resignation of Commissioner Heier from the Planning and Zoning Commission.

1.2. Take action on recommendation.

Motion: A motion was made by Councilmember Bower, seconded by Councilmember Swint, to approve the Planning and Zoning Commission's recommendation and accept the resignation of Commissioner Heier from the Planning and Zoning Commission. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

2. Receive monthly activity update as applicable.

Chair Dr. Miller provided City Council with an update on the topics discussed at the Commission's April meeting.

b) Quarry Commission:

Mayor Thompson stated the Quarry Commission did not have anything to report this month.

c) Water Commission:

1. Request for water leak adjustment for 8289 Eskimo Forest for the billing period of November 23, 2020 – December 22, 2020.

1.1. Receive recommendation from the Water Commission.

Chair Mueller 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 \$1,839.72 for approval by City Council, adding the amount is based on calculating the cost of water lost at the second-tier rate.

1.2. 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 8289 Eskimo Forest for the billing period of November 23, 2020 – December 22, 2020, and credit the account in the amount of \$1,839.72. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

2. Receive monthly activity update as applicable.

Chair Mueller provided City Council with an update on the topics discussed at the Commission's April meeting.

d) Wildlife Management Advisory Commission:

Mayor Thompson stated the Commission did not have anything to report this month.

e) Parks Committee:

Rod Chamberlain, Parks Committee, provided City Council with an update on the Committee's efforts and projects. He spoke regarding the preliminary plans for the 4th of July Event and addressed questions from Councilmembers.

The City Council agreed by consensus to support the Parks Committee moving forward with the 4th of July Event.

f) Volunteer Garden Ridge!

City Administrator Nancy Cain stated *Volunteer Garden Ridge!* reported 210 hours for the month of April.

11. Approvals and Authorizations

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

a) Public Information/Assistant City Secretary and Accounting/Administrative Assistant.

1. Discuss updated job descriptions.

Mayor Thompson spoke regarding the proposal to address staff's ability to focus time and attention on the City's online presence to ultimately address communication and social media concerns.

City Administrator Nancy Cain spoke regarding the updated job descriptions and the budgetary impact, stating the recommendation includes expanding the part-time status of the Accounting Assistant to a full-time Accounting/Administrative Assistant.

2. Take action on full-time status for Accounting/Administrative Assistant position.

Motion: A motion was made by Mayor Pro-Tem McCaw, seconded by Councilmember Swint, to approve the full-time status for the Accounting/Administrative Assistant position. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

12. 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.

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

Deputy Public Works Director Eric Lowman provided City Council with an update on touchless appliances and features being installed within City facilities.

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

No action taken.

b) City Council Projects.

1. Speed Limits within the City of Garden Ridge (Lantzy).

Councilmember Lantzy suggested to remove this item from future agendas due to minimal public interest.

2. Animal Foster Program (Swint and Bower).

Councilmember Bower requested to table this item until they obtain additional information.

3. Comal ISD Events (Swint and Arvidson).

Councilmember Swint requested to table this item until they obtain additional information.

c) Mayor's Projects.

Mayor Thompson spoke regarding the 2020 Census.

13. Discussion of Future Agenda Items

None at this time.

14. Citizen Comment Period

Rod Chamberlain, 8807 Cherokee Path, spoke regarding the City of Garden Ridge General Election.

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.

None at this time.

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 deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person and legal advice on same: wastewater utility easement acquisition and property acquisition for city building project and related matters.**

Mayor Thompson cancelled the Executive Session.

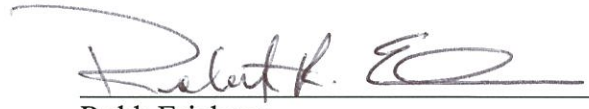
17. Business Items

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.

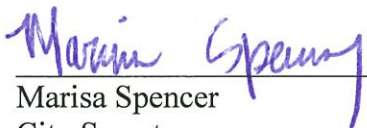
There were no business items to discuss due to the cancellation of Executive Session.

18. Adjournment

Motion: A motion was made by Councilmember Swint, 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, May 5, 2021, City Council regular meeting was adjourned at 6:46 p.m. by Mayor Thompson.


Robb Erickson
Mayor

ATTEST


Marisa Spencer
City Secretary