



City of Garden Ridge

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

MINUTES CITY COUNCIL REGULAR MEETING WEDNESDAY, JUNE 2, 2021, 6:00 P.M.

Councilmembers Present:

Mayor Robb Erickson
Mayor Pro-Tem John McCaw
Councilmember Lisa Swint
Councilmember Jesse Valdez
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, Interim Utility Manager
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
Todd Hill, Planning and Zoning Commissioner
James Mueller, Chair, Water Commission
Don Stone, Water Commissioner
Dr. Denise Miner-Williams, Wildlife Management Advisory Commissioner

1. Call to Order

With a quorum of the City Councilmembers present, Mayor Erickson called the regular meeting of the Garden Ridge City Council to order at 6:00 p.m. on Wednesday, June 2, 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 Erickson led the Pledge of Allegiance and the Texas Pledge.

4. City/Employee Recognitions/Employee Introductions

a) Thank you note from Marilyn Winters to the City of Garden Ridge and City Staff.

City Administrator Nancy Cain stated a thank you note was received from Marilyn Winters to the City of Garden Ridge and City Staff for assisting with election preparations.

b) Thank you note from Kitty Owen to Mayor Thompson and City Council.

City Administrator Nancy Cain stated a thank you note was received from Kitty Owen to Mayor Thompson and City Council for recognizing her volunteer service years.

c) Thank you note from Hanson Aggregates-Servtex Quarry to the City of Garden Ridge.

City Administrator Nancy Cain stated a thank you note was received from Hanson Aggregates-Servtex Quarry to the City of Garden Ridge for assisting in the annual food drive for RACAP.

d) Texas Municipal Clerk's Office Achievement of Excellence Award.

Mayor Erickson spoke regarding the Texas Municipal Clerk's Office Achievement of Excellence Award and City Administrator Nancy Cain thanked the City Secretary's Office for all they do. The Texas Municipal Clerk's Office Achievement of Excellence Award was presented to City Secretary Marisa Spencer, Assistant City Secretary Kat Balbi, Court Clerk Shannon Del Toro, and Utility Clerk Michelle Hinojosa.

5. Citizen Comment Period

Tony Frasco, 8802 Wild Wind Park, spoke regarding his water bill.

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 April 26, 2021, City Council Special Meeting.**
- b) Approval of Minutes for the May 5, 2021, City Council Regular Meeting.**
- c) Approval of Minutes for the May 10, 2021, City Council Special Meeting.**
- d) Financial Statement, Summary Report, and Management's Discussion and Analysis of Results of Operations – April 30, 2021.**
- e) Garden Ridge Assembly Lease Agreement to continue leasing property located at 9375 Schoenthal Rd. for a period of two (2) years at the previously set rate of \$1,265 per month.**
- f) Memorandum of Understanding for Disclosure of Information between the Comal County Criminal District Attorney's Office and the Garden Ridge Police Department.**

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

7. Staff Reports

a) City Administrator Monthly Activity Report.

City Administrator Nancy Cain provided City Council with an update on the City Shred Event and spoke regarding Governor Abbott's Executive Order relating to masks, the COVID-19 vaccination clinic scheduled for June 8th at the Community and Event Center, and the First Friday Event scheduled for June 4th at Paul Davis Park.

b) Finance/HR Monthly Activity Report.

Finance/HR Director Karen Ford provided City Council with updates relating to City Staff and spoke regarding the American Rescue Plan.

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.

Interim Utility Manager 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.

8. City Engineer Projects Status Reports

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

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

a) Planning and Zoning Commission:

1. Planning and Zoning Commission Place 4 Vacancy.

1.1. Receive recommendation to appoint Todd Hill to the Planning and Zoning Commission Place 4 vacancy with term expiring September 30, 2021.

Chair Dr. Miller stated the Commission recommends the appointment of Todd Hill to the Planning and Zoning Commission Place 4 vacancy. Todd Hill introduced himself and Mayor Erickson thanked him for volunteering.

1.2. Take action on recommendation.

Motion: A motion was made by Councilmember Bower, seconded by Councilmember Valdez, to approve the Planning and Zoning Commission's recommendation and appoint Todd Hill to the Planning and Zoning Commission Place 4 vacancy with term expiring September 30, 2021. 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 May meeting.

b) Quarry Commission:

1. Take action on designating Ex-officio of Quarry Commission.

Mayor Pro-Tem McCaw volunteered to serve as Ex-Officio of the Quarry Commission.

Motion: A motion was made by Councilmember Bower, seconded by Councilmember Swint, to designate Mayor Pro-Tem McCaw as Ex-officio of the Quarry Commission. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

2. Receive monthly activity update as applicable.

Mayor Erickson stated the Commission did not meet in May and does not have anything to report at this time.

c) Water Commission:

1. Request for water leak adjustment for 19204 FM 2252 for the billing period of February 22, 2021 – March 23, 2021.

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 \$994.00 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 Councilmember Swint, seconded by Councilmember Arvidson, to approve the Water Commission's recommendation for request for water leak adjustment for 19204 FM 2252 for the billing period of February 22, 2021 – March 23, 2021, and credit the account in the amount of \$994.00. 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 May meeting.

d) Wildlife Management Advisory Commission:

Mayor Erickson stated the Commission did not meet in May and does not have anything to report at this time.

e) Parks Committee:

City Administrator Nancy Cain provided City Council with an update regarding the 4th of July Event.

f) *Volunteer Garden Ridge!*

City Administrator Nancy Cain stated *Volunteer Garden Ridge!* reported 391 hours for the month of May.

10. Approvals and Authorizations

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

a) Election of Mayor Pro-Tem for a one-year period.

Motion: A motion was made by Councilmember Bower, seconded by Mayor Pro-Tem McCaw, to elect Councilmember Swint as Mayor Pro-Tem for a one-year period. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

City Council thanked Councilmember McCaw for his service as Mayor Pro-Tem.

b) Designation of authorized signers on bank accounts held by the City of Garden Ridge with First United Bank and TexPool.

Motion: A motion was made by Councilmember Arvidson, seconded by Councilmember Bower, to designate Mayor Erickson, Mayor Pro-Tem Swint, City Administrator Nancy Cain, and City Secretary Marisa Spencer as the authorized signers on bank accounts held by the City of Garden Ridge with First United Bank and TexPool. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

c) Application for Water and Wastewater Utility Service.

City Administrator Nancy Cain requested this item be tabled until July to allow adequate time to finalize the document with the City Engineer and the City Attorney.

d) Resolution No. 473-062021 A Resolution of the City Council of the City of Garden Ridge, Texas, authorizing the filing of an application for financial assistance from the State Infrastructure Bank and authorizing the City Administrator to act on behalf of the City of Garden Ridge, Texas, in all matters relating to the application.

City Administrator Nancy Cain spoke regarding the water conflicts along FM 2252 and filing an application for financial assistance from the State Infrastructure Bank.

Motion: A motion was made by Councilmember Valdez, seconded by Councilmember McCaw, to approve Resolution No. 473-062021 A Resolution of the City Council of the City of Garden Ridge, Texas, authorizing the filing of an application for financial assistance from the State Infrastructure Bank and authorizing the City Administrator to act on behalf of the City of Garden Ridge, Texas, in all matters relating to the application. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

e) Mayor and City Council Stipend.

Mayor Erickson spoke regarding the Mayor and City Council Stipend and City Council agreed by consensus to direct staff to not move forward with drafting the document that would be needed to implement the stipends.

f) Salary Uniformity and Step Pay Plan.

City Administrator Nancy Cain spoke regarding the Salary Uniformity and Step Pay Plan approved by City Council on April 26, 2021. She stated to maintain uniformity and equality among Department Heads, an overall salary increase of 8% is recommended for the positions of Librarian, Public Works Director, and Utility Manager.

Motion: A motion was made by Mayor Pro-Tem Swint, seconded by Councilmember Bower, to approve the Salary Uniformity and Step Pay Plan recommendation as presented for the Librarian, Public Works Director, and Utility Manager positions. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

g) Resolution No. 474-062021 A Resolution of the City Council of the City of Garden Ridge, Texas, approving Fiscal Year 2021 General Fund Budget Amendment #1 for the period of October 1, 2020, through September 30, 2021.

Finance/HR Director Karen Ford presented the Fiscal Year 2021 General Fund Budget Amendment #1 for the period of October 1, 2020, through September 30, 2021, and addressed questions from Councilmembers.

Motion: A motion was made by Councilmember Bower, seconded by Councilmember Valdez, to approve Resolution No. 474-062021 A Resolution of the City Council of the City of Garden Ridge, Texas, approving Fiscal Year 2021 General Fund Budget Amendment #1 for the period of October 1, 2020, through September 30, 2021, with the exception of the line item for the Mayor and City Council Stipend. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

h) Resolution No. 475-062021 A Resolution of the City Council of the City of Garden Ridge, Texas, approving Fiscal Year 2021 Water Company Operation and Maintenance Fund Budget Amendment #1 for the period of October 1, 2020, through September 30, 2021.

Finance/HR Director Karen Ford presented the Fiscal Year 2021 Water Company Operation and Maintenance Fund Budget Amendment #1 for the period of October 1, 2020, through September 30, 2021, and addressed questions from Councilmembers.

Motion: A motion was made by Councilmember Valdez, seconded by Councilmember McCaw, to approve Resolution No. 475-062021 A Resolution of the City Council of the City of Garden Ridge, Texas, approving Fiscal Year 2021 Water Company Operation and Maintenance Fund Budget Amendment #1 for the period of October 1, 2020, through September 30, 2021, with the exception of the line item for the Mayor and City Council Stipend. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

11. Updates

a) City Council Projects.

1. Animal Foster Program (Swint and Bower).

Councilmember Swint and Councilmember Bower spoke regarding the Animal Foster Program Project and indicated this item could be removed from the agenda until they have additional information.

2. Comal ISD Events (Swint and Arvidson).

Councilmember Swint and Councilmember Arvidson spoke regarding upcoming events and Mayor Erickson spoke regarding Davenport High School presenting their fall schedule to City Council in July.

12. Discussion of Future Agenda Items

None at this time.

13. Citizen Comment Period

Dr. Denise Miner-Williams, 9063 Schoenthal Road, spoke regarding the Mayor/City Council Stipend.

Dr. Jim Miller, 9910 Marie Meadow, spoke regarding the vaccine clinic and the Mayor/City Council stipend.

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), Families of Garden Ridge, 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 Valdez spoke regarding the Garden Ridge Citizens Police Academy Alumni Association's Annual Car Show. Councilmember Bower spoke regarding the Garden Ridge Lion's Club. Mayor Erickson spoke regarding the Families of Garden Ridge Adopt-A-Highway Program and Northeast Partnership.

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 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.**
- 2. 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 regarding possible computer/data breach (Mayor's Access & PC) and related investigation.**

Mayor Erickson announced the City Council will recess at 7:53 p.m. and reconvene into Executive Session at 8:03 p.m., in accordance with Texas Government Code Section 551.071(1) and 551.071(2) – Consultation with Attorney and 551.072 – Deliberations About Real Property to discuss and seek legal advice on the items stated above.

Mayor Erickson adjourned the Executive Session and reconvened back into Regular Session at 9:25 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.

No action taken.

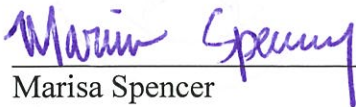
17. Adjournment

Motion: A motion was made by Councilmember Valdez, 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, June 2, 2021, City Council regular meeting was adjourned at 9:26 p.m. by Mayor Erickson.



Robb Erickson
Mayor

ATTEST



Marisa Spencer
City Secretary