



City of Garden Ridge

9400 Municipal Parkway
Garden Ridge, Texas 78266-2600
(210) 651-6632
Fax (210) 651-9638

AGENDA

REGULAR CITY COUNCIL MEETING, AUGUST 3, 2016 AT 6:00 P.M.

The Garden Ridge City Council will meet in a regular session on Wednesday, August 3, 2016 at 6:00 p.m. in the City Council Chambers, 9400 Municipal Parkway, Garden Ridge, Texas. This is an open meeting, open to the public, subject to the Open Meetings Law of the State of Texas, and as required by law, notice is hereby posted on July 29, 2016 before 5:00 p.m., providing time, place, date and agenda thereof. The meeting facility is wheelchair accessible and accessible parking spaces are provided. Requests for accommodations or interpretative services must be made 48 hours prior to this meeting.

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Presentation
 - a. CASA of Central Texas
 - b. National Payroll Week Proclamation
 - c. Employee recognitions and/or City events
5. Citizen's Participation - Limit remarks to three (3) minutes per citizen

Rules for Citizen's Participation:

The City Council welcomes citizen participation and comments at all of their Council Meetings. As a courtesy to your fellow citizens and out of respect to our elected officials, we request that if you speak, that you please follow these guidelines.

- a) Direct your comments to the entire Council, not to an individual member, nor to the audience.
- b) Show the City Council the same respect and courtesy that you would like to be shown.
- c) Limit remarks to three (3) minutes per citizen during Item 5 and to three (3) minutes per citizen during Item 8.
- d) Citizens' comments will be limited to one (1) hour in Item 5 and thirty (30) minutes in Item 8.
- e) Citizen comments may be deferred to a specific Business Item set forth in Section 7, below, if such comments pertain to such Business Item.

NOTE: The Texas Open Meetings Act permits a member of the public or a member of the governmental body to raise a subject that has not been included in the notice for

*the meeting. However, any discussion of the subject **must be limited** to a proposal to place the subject on the agenda for a future meeting and any response to a question posed to the Council is limited to either a statement of specific factual information or a recitation of existing policy. TEX. GOV'T CODE § 551.042.*

6. Consent Agenda

THE FOLLOWING ITEMS MAY BE ACTED UPON IN A SINGLE MOTION. NO SEPARATE DISCUSSION OR ACTION ON ANY OF THESE ITEMS WILL BE HELD UNLESS REQUESTED BY A MEMBER OF CITY COUNCIL. PUBLIC COMMENT ON CONSENT AGENDA ITEMS MAY BE HEARD DURING CITIZEN'S PARTICIPATION, BUT COMMENTS HEARD DURING CITIZEN'S PARTICIPATION DOES NOT MEAN THAT THE ITEM WILL BE CONSIDERED OUTSIDE THE CONSENT AGENDA.

- a) Approval of Minutes
 - i. June 6, 2016 City Council Regular Meeting
 - ii. June 20, 2016 City Council Special Meeting
 - iii. June 25, 2016 City Council Special Meeting

- b) Termination of Employment, Daniel DeLaRosa, Police Officer effective July 28, 2016

- c) Recognition of Employee completing probationary period and receipt of 5% salary increase fee for:
 - i. Holly McKay, Police Officer effective August 24, 2016

- d) Financial Statement and Investment Report –June 30, 2016

- e) State of the City
 - i. City Administrator Monthly Activity Report
 - Sign approvals since prior Council meeting
 - Community Center usage and financial report
 - Building Permits issued to date for residential, commercial and minor Construction projects

 - ii. Library Monthly Activity Report
 - New Patrons
 - Old Patrons
 - Library activities and classes

 - iii. Water Manager Monthly Activity Report
 - Water pumping/usage from city wells
 - Water system infrastructure maintenance, repairs and/or projects
 - Water and/or Drought Management

- iv. Public Works Monthly Activity Report
 - Street and Right-Of-Way Maintenance
 - Drainage Facility and Easement Maintenance
 - Animal Control (domestic and wild)
 - Public Works Projects
- v. Police Department Monthly Activity Report
 - Traffic Enforcement
 - Criminal activity within city
 - Code Compliance Enforcement

ACTION ON THE CONSENT AGENDA

7. Business Items

The following items are for discussion, consideration and action.

- a) Action on items pulled from the Consent Agenda.
- b) Deer Management
- c) City Engineer Projects Update:
 - i. CIP Project for 2013
 - a) Status report
 - ii. CIP Project for 2015
 - a) Status report
 - b) Trinity Wells pumpage and infrastructure
 - iii. CIP Project for 2016
 - a) Status report
 - b) Prioritization of additional projects
 - iv. Water Master Plan
 - v. Sewer System (FM 2252)
- d) Resolution No. 392-082016 A Resolution relating to establishing the City's intention to reimburse itself for the prior lawful expenditure of funds from the proceeds of tax-exempt obligations to be issued by the City for authorized purposes; authorizing other matters incident and related thereto; and providing an effective date
- e) Expenditure of Capital Improvement Funds for improvements to the Garden Ridge Community Center
- f) Employee benefits for fiscal year 2017 and authorize City Administrator to negotiate contracts for:
 - i. Health insurance with Texas Municipal League IEBP at \$422.87/month/employee

- ii. Dental insurance with Texas Municipal League IEBP at \$29.01/month/employee
 - iii. Life insurance with Met Life at \$6.68/month/employee
- g) 2016 Tax Rate
 - i. Review and discussion on the 2016 Effective and Rollback Tax Rate Calculations
 - ii. City Council proposal to adopt a tax rate of \$0.318305 for the 2016 tax year after compliance with all requirements related to the adoption of the proposed tax rate
- h) Planning and Zoning Commission Recommendations
No report.
- i) Quarry Commission Recommendations and Possible Action:
No report.
- j) Water Commission recommendations and Possible Action:
 - i. Update on request from Evelyn S. Miller, 20011 Cedar Branch, to appear before the Water Commission to discuss concerns with water billing and usage due to water leak and possible leak adjustment
- k) Discussion and direction regarding City of Garden Ridge Strategic Plan
- l) Discussion and direction regarding tree trimming within the City of Garden Ridge
- m) Discussion with City Attorney regarding policy for postings/messages on City Signs
- n) City Council Communication Projects
 - i. City Council Idea/Suggestions
 - ii. Citizen Concern/Input Process
- o) Status Reports:
 - i. Animal Control Ordinance amendments
 - ii. Sign Ordinance amendments
 - iii. Personnel Policy
 - iv. Comprehensive Master Land Use Plan
- p) Update from the Garden Ridge Parks Committee
 - i. City Parks plan
 - ii. Other items
- q) Future Agenda Items requested by City Council
 - i. Rolling Agenda

8. Citizen's Participation – Limit remarks to three (3) minutes per citizen
See "Rules for Citizen's Participation" under Item 5.
9. 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:

Northeast Partnership
Schertz-Seguin Local Government Corporation ("SSLGC")
Cibolo Valley Local Government Corporation ("CVLGC")
City Water Commission
City Quarry Commission
City Planning & Zoning Commission
Garden Ridge Police Academy Alumni Association
Citizen on Patrol
Garden Ridge Lion's Club
Comal County
Comal ISD/Garden Ridge Elementary
Guadalupe County
Bexar County
Alamo Area Metropolitan Planning Organization ("MPO")
TXDOT
Joint Base Land Use Study-Randolph
Greater Bexar County Council of Cities
Lonestar Light Rail
Northeast Lakeview Friends of Nighthawk
Boy Scouts and/or Girl Scouts

10. Executive Session

The City Council will recess its open meeting and reconvene in Executive Session:

- a. Pursuant to Texas Government Code § 551.071, (legal advice) discussion with legal counsel regarding terms for negotiation of agreement for the extension of water service and installation of a water line to Winco Contractors, 19080 Nacogdoches Loop

11. Reconvene

The City Council will reconvene into Regular Session upon conclusion of the Executive Session and may take action on agreement for the extension of water service and installation of a water line to Winco Contractors, 19080 Nacogdoches Loop, as necessary.

12. Adjournment

AGENDA NOTICES:

Decorum Required:

Any disruptive behavior, including shouting or derogatory statements or comments may be ruled out of order by the Presiding Officer. Continuation of this type of behavior could result in a request by the Presiding Officer that the individual leave the meeting, and if refused, an order of removal.

Action by Council Authorized:

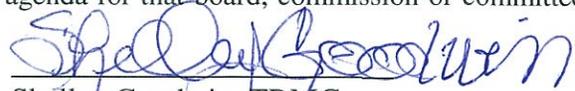
The City Council may vote and/or act upon any item within this Agenda. The Council reserves the right to retire into executive session concerning any of the items listed on this Agenda, pursuant to and in accordance with Texas Government Code Section 551.071, to seek the advice of its attorney about pending or contemplated litigation, settlement offer or on 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 conflict with the Open Meetings Act and may invoke this right where the City Attorney, the Mayor or a majority of the Governing Body deems an executive session is necessary to allow privileged consultation between the City Attorney and the governing body, if considered necessary and legally justified under the Open Meetings Act. The City Attorney may appear in person, or appear in executive session by conference call in accordance with applicable state law.

Executive Sessions Authorized:

This agenda has been reviewed and approved by the City’s legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

Attendance By Other Elected or Appointed Officials:

It is anticipated that members of other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.


Shelley Goodwin, TRMC
City Secretary

This is to certify that I, Shelley Goodwin, posted this Agenda at 4:55 p.m. on July 28, 2016 on the bulletin board located at the entrance to the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas.


Shelley Goodwin, TRMC
City Secretary

PROCLAMATION

Whereas, the American Payroll Association and its 23,000 members have launched a nationwide public awareness campaign that pays tribute to the more than 156 million people who work in the United States and the payroll professionals who support the American system by paying wages, reporting worker earnings and withholding federal employment taxes; and

Whereas, payroll professionals in Garden Ridge, Texas, play a key role in maintaining the economic health of Garden Ridge, carrying out such diverse tasks as paying into the unemployment insurance system, providing information for child support enforcement, and carrying out tax withholding, reporting and depositing; and

Whereas, payroll departments collectively spend more than \$15 billion annually complying with myriad federal and state wage and tax laws; and *Whereas* payroll professionals play an increasingly important role ensuring the economic security of American families by helping to identify noncustodial parents and making sure they comply with their child support mandates; and

Whereas, payroll professionals have become increasingly proactive in educating both the business community and the public at large about the payroll tax withholding systems; and

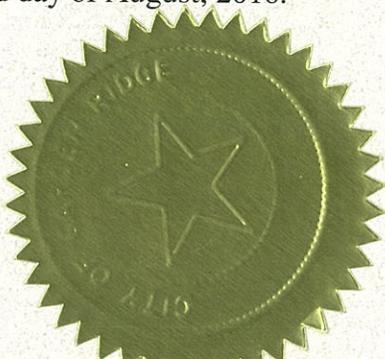
Whereas, payroll professionals meet regularly with federal and state tax officials to discuss both improving compliance with government procedures and how compliance can be achieved at less cost to both government and businesses; and

Whereas, the week in which Labor Day falls has been proclaimed

National Payroll Week

NOW, THEREFORE, I hereby give additional support to the efforts of the people who work in Garden Ridge, Texas and of the payroll profession by proclaiming the first full week of September Payroll Week for Garden Ridge, Texas.

In Witness Whereof, I hereunto set my hand and official Seal of the City of Garden Ridge this 3rd day of August, 2016.



Nadine L. Knaus, Mayor

Dear Nadine,

What a nice thing

to do!

The honor bestowed upon
Mancy and myself by the City
was truly wonderful. Please
thank the staff for the
initiative and hard work
to make it happen.

We know that Linda
had probably the biggest
involvement alone with her
volunteers, so please pass on
the appreciation to them. There
has been a breath of fresh
air and has catapulted the
library to the wonderful facility
it is today.

Again thanks to all. Most unexpected
and sincerely appreciated! Jay & Nancy

City Administrator

From: Ron Eberhardt
Sent: Monday, July 11, 2016 2:27 PM
To: Bryan Pelata; Christian Oehler; CID; Corey Hackenberg; Daniel; Daniel De La Rosa; Holly McKay; Jesus Sanchez; Knack; Marisa Spencer; Police Clerk; Richard McMahan; Steve Dennis
Subject: APPRECIATION

To All,

I would like to pass on to you that I was visited by Mr. and Mrs. Jenkins from Wahl Ln. They ask that I pass on to you how much they appreciate everything that we as a department do for our community. They are pleased to see us in the neighborhoods engaging with the citizens and promoting activities that create interaction between the citizens and the department. They are very grateful to the department and wanted all of you to know.

Thank you

Ron Eberhardt
Chief of Police
City of Garden Ridge
9400 Municipal Parkway
Garden Ridge, Texas 78266
Ph; (210) 651-6441
Fax; (210) 651-1639



City of Garden Ridge

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Garden Ridge, Texas 78266-2600
(210) 651-6632
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MINUTES OF CITY COUNCIL REGULAR MEETING, July 6, 2016

Members Present:

Mayor Nadine Knaus
Councilmember Todd Arvidson
Councilmember Bryan Lantzy
Mayor Pro-Tem John McCaw
Councilmember Larry Thompson
Councilmember Shelby Trial

Member Absent:

None

City Staff Present:

Nancy Cain, City Administrator
Cynthia Trevino, City Attorney
Ron Eberhardt, Police Chief
Royce Goddard, Water Department Manager
Steven Steinmetz, Public Works Director
Shelley Goodwin, City Secretary

Commission Chairs Present:

Mike Shands, Quarry Commission Chair
Richard Holloway, Water Commission Vice Chair

1. Call to Order

With a quorum of the City Council members present, Mayor Knaus called the regular meeting of the Garden Ridge City Council to order at 6:00 p.m. on Wednesday, July 6, 2016, in the City Council Chambers of the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas 78266.

2. Pledge of Allegiance

Councilmember Arvidson led the Pledge of Allegiance.

3. Presentation

a. Comal Trails Alliance Presentation

Nancy Pappas, Comal Trails Alliance, introduced John Davis and presented a PowerPoint presentation regarding connecting trails to connect communities. She also announced that a Workshop has been planned for July 20, 2016 at 6pm at the New Braunfels Library and she encouraged everyone to attend.

4. Citizen's Participation- 3 minute limit per citizen

Ken Knuepper, 8891 Schoenthal Rd., thanked the City staff and Parks Committee for their hard work in planning the July 4th Celebration. He stated GRCPAAA made over \$4,000.00.

O.G. Buchhorn, 19423 Arrowood, thanked the City Council for their communication efforts but feel they need to be stronger. He encouraged the City to hold a Town Hall meeting.

Kay Bower, 8947 Garden Ridge Drive, thanked the Public Works crew for their hard work with the July 4th Celebration.

5. Consent Agenda

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a) Approval of Minutes

- i. June 1, 2016 City Council Regular Meeting**
- ii. June 6, 2016 City Council Special Meeting**
- iii. June 15, 2016 City Council Special Meeting**

b) Financial Statement and Investment Report –May 31, 2016

c) State of the City

- i. City Administrator Monthly Activity Report**
 - Sign approvals since prior Council meeting**
 - Community Center usage and financial report**
 - Building Permits issued to date for residential, commercial and minor Construction projects**
 - Recognition of employees and/or city events**
- ii. Library Monthly Activity Report**
 - New Patrons**
 - Old Patrons**
 - Library activities and classes**
- iii. Water Manager Monthly Activity Report**
 - Water pumping/usage from city wells**
 - Water system infrastructure maintenance, repairs and/or projects**
 - Water and/or Drought Management**
- iv. Public Works Monthly Activity Report**
 - Street and Right-Of-Way Maintenance**
 - Drainage Facility and Easement Maintenance**
 - Animal Control (domestic and wild)**
 - Public Works Projects**

- v. **Police Department Monthly Activity Report**
 - **Traffic Enforcement**
 - **Criminal activity within city**
 - **Code Compliance Enforcement**

Councilmember Thompson asked that items 5. c) i., c) iv. and c) v. be pulled to be discussed separately.

Motion: A motion was made by Councilmember Lantzy, seconded by Councilmember Trial, to approve the Consent Agenda items 5 .a)i, a) ii, a) iii, 5. b), and 5. c) ii, remaining items to be considered separately. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

6. Business Items

The following items are for discussion, consideration and action.

- a) **City Engineer Projects Update:**
 - i. **CIP Project for 2013**
 - a) **Status report**
 - ii. **CIP Project for 2015**
 - a) **Status report**
 - b) **Trinity Wells pumpage and infrastructure**
 - iii. **CIP Project for 2016**
 - a) **Status report**
 - b) **Prioritization of additional projects**
 - iv. **Water Master Plan**
 - v. **Sewer System Update (FM 2252)**

Garry Montgomery, River City Engineering, provided a PowerPoint regarding the CIP Projects for 2013 (see attached PowerPoint). He stated a schedule is being worked on, so the contractor can seal coat and finalize the warranty list.

Mr. Montgomery reported the contractor continues to work on waterline installation. He also stated he is hoping Forest Waters Circle construction work will be completed before school starts. He stated on the Trinity Wells he met with electrical engineers and the design for the project has begun and hoping to have the total design completed by July.

Mr. Montgomery reviewed the 2016 Projects, cost estimates and remaining funds.

Mr. Montgomery discussed the Water Master Plan and stated an impact fee study will need to be conducted and the Impact Fee Committee will need to be reconvened so they can approve the study.

Mr. Montgomery provided a Sewer System Update and reported a reimbursement resolution will need to be approved and a Sewer Master Plan with impact fees before the bond debt occurs.

b) Consideration and action on 2017 Comal Appraisal District Budget in accordance with Section 6.06(b) of the Texas Property Tax Code.

Jennifer Salazar, Director of Operations, introduced Randy Maschek, Secretary, Board of Directors and Garden Ridge Representative to the Comal Appraisal District. She reviewed the proposed 2017 Comal Appraisal District Budget.

The City Council discussed the proposed budget. Councilmember Trial stated he went to Comal Appraisal District to get some clarification regarding the budget. He stated he was given a data comparison sheet which he shared with the City Council (see attached).

Motion: A motion was made by Councilmember Thompson, seconded by Councilmember McCaw, to approve the proposed 2017 Comal Appraisal District Budget in accordance with Section 6.06(b) of the Texas Property Tax Code. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

c) Lions Club public purpose lease

Cynthia Trevino, City Attorney, stated this proposed agreement is between the City of Garden Ridge and the Garden Ridge Lions Club. She stated it is a public purpose lease for 3 years for the amount of \$1.00 per year.

Motion: A motion was made by Councilmember McCaw, seconded by Councilmember Arvidson, to authorize the City Administrator and City Attorney to finalize the agreement and execute the document. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

d) Planning and Zoning Commission Recommendations

- i. Petition by Sahota Holdings, LLC c/o Ravinder Sahota, for rezoning of a 2.080 acre tract at the southwest corner of FM 2252 and Nacogdoches Loop, from Residence Agriculture (RA) District to Neighborhood Service District (B-1) for a convenience store and car wash.**
 - a) Receive recommendation**
 - b) Hold a Public Hearing to receive comments regarding the petition**
 - c) Consideration and action**

Nancy Cain, City Administrator, stated the City received a petition from Sahota Holdings, LLC for the rezoning of a 2.080 acre tract at the southwest corner of FM 2252 and Nacogdoches Loop, from Residence Agriculture (RA) to Neighborhood Service District (B-1) for the purpose of building a convenience store and car wash.

Kay Bower, Planning and Zoning Commissioner, stated the Planning and Zoning Commission received a presentation and discussed the rezoning request in May and June. She stated they also received several comments from residents at both meetings. She stated the Commission also held an Executive Session to receive advice from the City Attorney. She stated the Planning and Zoning Commission voted unanimously to recommend to the City Council denial of the rezoning petition and Master Plan.

Andrew Barboza, KFW Engineers, reviewed the proposed project, zoning, drainage, setbacks, lighting and landscaping. He also reviewed the utilities, environmental compliance within the Edwards Aquifer Transition Zone and the signage for the proposed project.

Mayor Knaus opened the public hearing at 6:53 pm and asked if anyone wished to speak.

Stephen Elsdon, 19407 Arrowood Place, stated he has a concern that only adjacent property owners to the proposed rezoning were notified. He read a letter regarding his opposition (see attached).

O.G. Buchhorn, 19423 Arrowood, stated he is opposed to the rezoning. He provided a petition of neighbors who are also opposed to the rezoning (see attached). He stated he feels this proposed rezoning and Master Plan goes against the City of Garden Ridge motto.

Lawrence Sansone, 19462 Arrowood Place, encouraged the City Council to support the Planning and Zoning Commission denial of the proposed rezoning and Master Plan. He also stated he is opposed to another gas station since there are currently 7 within 10 miles. He provided pictures of the other Sahota Holdings, LLC properties and feels this is not a business we need in Garden Ridge.

Mayor Knaus announced the City Council will recess into Executive Session at 7:03 pm, in accordance with Section Code 552.071, to consult with legal counsel.

Mayor Knaus adjourned the Executive Session at 7:16 p.m. and the City Council reconvened back into regular session.

Motion: Upon a motion made by Councilmember Thompson, and seconded by Councilmember McCaw, to approve the recommendation of the Planning and Zoning Commission to disapprove the petition by Sahota Holdings, LLC c/o Ravinder Sahota, for rezoning of a 2.080 acre tract at the southwest corner of FM 2252 and Nacogdoches Loop, from Residence Agriculture (RA) District to Neighborhood Service District (B-1) for a convenience store and car wash. The City Council voted five (5) for, none (0) opposed. The motion carried unanimously.

ii. Consideration and action on petition by Sahota Holdings, LLC c/o Ravinder Sahota, for Master Development Plan for a 2.080 acre tract at the southwest corner of FM 2252 and Nacogdoches Loop for a convenience store and car wash

Motion: Upon a motion made by Councilmember Lantzy, and seconded by Councilmember Thompson, to approve the recommendation of the Planning and Zoning Commission to disapprove the petition by Sahota Holdings, LLC c/o Ravinder Sahota, for the Master Development Plan for a 2.080 acre tract at the southwest corner of FM 2252 and Nacogdoches Loop for a convenience store and car wash. The City Council voted five (5) for, none (0) opposed. The motion carried unanimously.

iii. Consideration and action on entrance and sign design for The Woods of Garden Ridge at Misty Arbor and Bindseil Lane

Kay Bower, Planning and Zoning Commissioner, stated the Planning and Zoning Commission received a presentation and discussed the entrance and sign design for The Woods of Garden Ridge at Misty Arbor and Bindseil Lane. She stated the rendering was very nice but the circumference of the sign is not within the measurements the Ordinance allows. She stated the Planning and Zoning Commission unanimously voted to deny the entrance and sign design for The Woods of Garden Ridge at Misty Arbor and Bindseil Lane.

Motion: Upon a motion made by Councilmember Lantzy, and seconded by Councilmember McCaw, to approve the recommendation of the Planning and Zoning Commission to disapprove the entrance and sign design for The Woods of Garden Ridge at Misty Arbor and Bindseil Lane. The City Council voted five (5) for, none (0) opposed. The motion carried unanimously.

- e) **Quarry Commission Recommendations and Possible Action:**
 - i. **Consideration and action on recommendation to change Quarry Commission Regular Meetings from 7:00 pm to 6:00 pm.**

Mike Shands, Quarry Commission Chairman, reported the Quarry Commission is recommending the Quarry Commission Regular Meetings be changed for 7:00 p.m. to 6:00 p.m., which is in line with the other Commissions.

Motion: A motion was made by Councilmember Lantzy, seconded by Councilmember Arvidson, to approve the recommendation of the Quarry Commission to change Quarry Commission Regular Meetings from 7:00 p.m. to 6:00 p.m. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

- f) **Water Commission recommendations and Possible Action:**
 - i. **Consideration and action on request by Sahota Holdings, LLC to discuss with the Water Commission the amount of water rights to be brought to the city with property development as it relates to property owned along southwest corner of FM 2252 and Nacogdoches Loop for a convenience store and car wash.**

Richard Holloway, Water Commission Vice Chair, reported the Water Commission reviewed the request from Sahota Holdings, LLC for the amount of water rights needed to brought into the City for a proposed convenience store and car wash. He stated Sahota Holding reduced the number of taps to 1. He also reported the Commission reviewed the car wash reclaim water system and the restrooms. The Water Commission voted unanimously for the recommendation of 1.6 acre feet of transferable water rights for Sahota Holdings, LLC to bring into the city with property development as it relates to property owned along southwest corner of FM 2252 and Nacogdoches Loop for a convenience store and car wash.

The City Council discussed the recommendation of the Water Commission and the car wash reclaim water system.

Motion: A motion was made by Councilmember Lantzy, seconded by Councilmember Thompson, to deny the recommendation from the Water Commission since the Sahota Holding, LLC rezoning request and Master Plan were denied. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously

- g) **Consideration and action on Ordinance 70-072016 of the City of Garden Ridge repealing Ordinance Number 70-10212 abolishing the position of Marshal and replacing it with the position of Chief of Police; reestablishing a Police Department for the City of Garden Ridge and providing for the appointment of City Police Officers**

Ron Eberhardt, Police Chief, reported by amending Ordinance 70-0072016 it will allow for 2 Sergeant Patrol Positions and elimination of 2 Corporal positions.

The City Council discussed the caption of Ordinance 70 and the diagram.

Motion: A motion was made by Councilmember Lantzy, seconded by Councilmember Arvidson, to approve Ordinance 70-072016 of the City of Garden Ridge repealing Ordinance Number 70-10212 abolishing the position of Marshal and replacing it with the position of Chief of Police; reestablishing a Police Department for the City of Garden Ridge and providing for the appointment of City Police Officers. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

Motion: A motion was made by Councilmember Thompson, seconded by Councilmember McCaw, to change the caption of Ordinance 70-072016 to bring in line with current wording of what was approved. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

h) Library Long Range Business Plan

i. Presentation

ii. Possible acceptance of plan

Linda Crosland, Librarian, provided a PowerPoint presentation on the City of Garden Ridge Library Long Range Business Plan. She reviewed the proposed activities and budgetary needs.

The City Council discussed the presentation and budgetary needs. They also discussed other funding options for additional programs.

Motion: A motion was made by Councilmember Trial, seconded by Councilmember Thompson, to accept the City of Garden Ridge Library Long Range Business Plan. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

i) Discussion and direction regarding City of Garden Ridge Strategic Plan

Mayor Knaus reported the City of Garden Ridge Strategic Plan will be discussed at the City Council Special Meeting scheduled for July 20, 2016 at 2:30pm.

j) City Council Communication Projects

i. City Council Idea/Suggestions

ii. Citizen Concern/Input Process

a) Update on re-engineering

Mayor Knaus stated she asked Jesse Valdez to review the Citizen Concern/Input Process and to see if there were ways to improve the process.

Jesse Valdez reported he met with Mayor and City staff regarding the process. He stated he also tested the process and made recommendations to promote the Citizens Concern/Input Process to be used when communicating with the City.

k) Status Reports:

i. Animal Control Ordinance amendments.

ii. Sign Ordinance amendments.

iii. Personnel Policy.

Nancy Cain, City Administrator, reported the amendments to the Animal Control Ordinance have been received and are being reviewed by Public Works.

Cynthia Trevino, City Attorney, stated with the changes in laws she will need to have a discussion with Planning and Zoning Commission before she can finish amendments to the Sign Ordinance.

Cynthia Trevino, City Attorney, stated she will be completing the draft of the Personnel Policy in the next few weeks and is hoping to get it to the City Administrator for review.

- l) Update from the Garden Ridge Parks Committee**
 - i. Status report on development of City Parks plan**
 - ii. Report on July 4th Celebration**
 - iii. Status report on Tree Lighting Event**

Councilmember Trial, introduced and thanked the Parks Committee and City Staff for their hard work in preparing for and on the day of the July 4th Celebration. He also introduced Shawn McLendon and thanked him for volunteering and for his hard work at the July 4th Celebration. He also thanked the Lions Club for holding a work day before July 4th to get the Park ready for the Celebration.

Councilmember Trial stated Councilmember Lantzy is currently reviewing the proposed Parks Master Plan.

m) Update on Deer Management

Councilmember Arvidson stated at the last Deer Management Meeting 25 people showed up. He also stated the recounting of deer has begun so Texas Parks and Wildlife can revise their numbers.

n) Future Agenda Items requested by City Council

- i. Rolling Agenda.**
- ii. Discussion and direction on future meetings in regards to start times, meeting length and length of agendas**

Mayor Knaus reviewed the Rolling Agenda and noted several items needing to be discussed and approved so she proposed the Special Meetings begin at 2:30pm.

The City Council agreed by consensus to start most Special Meetings at 2:30 pm.

o) Any item removed from the consent agenda will be recalled for discussion and possible action at this time.

5. c) State of the City

- i. City Administrator Monthly Activity Report**
 - Sign approvals since prior Council meeting**
 - Community Center usage and financial report**
 - Building Permits issued to date for residential, commercial and minor Construction projects**
 - Recognition of employees and/or city events**

Councilmember Thompson pulled item 5. c) i. because the City of Garden Ridge approved the Bracken Fire Department's request to perform the MDA fill the boot at the intersection of FM 2252 and FM 3009. He stated in the future he feels there should be some guidance on how to safely perform this event.

Councilmember Thompson acknowledged the GRCPAAA letter thanking everyone who was involved with making the Car Show a success.

iii. Water Manager Monthly Activity Report

- **Water pumping/usage from city wells**
- **Water system infrastructure maintenance, repairs and/or projects**
- **Water and/or Drought Management**

Councilmember Thompson pulled item 5.c) iii. because he felt there could be a more cost effective way to handle notifying residents of the Water Quality Report than mailing it. He suggested notifying residents of a link to the posting on the City website, like the surrounding municipalities do.

Royce Goddard, Water Manager, reported he as the Water Manager is required to mail the residents the Water Quality Report.

Nancy Cain, City Administrator, stated she will look legal posting requirements and more cost efficient ways to notify the residents of the Water Quality Report than mailing them.

iv. Public Works Monthly Activity Report

- **Street and Right-Of-Way Maintenance**
- **Drainage Facility and Easement Maintenance**
- **Animal Control (domestic and wild)**
- **Public Works Projects**

Councilmember Thompson pulled item 5.c) iv. to find out more about the new case of Oak Wilt within the City.

Nancy Cain, City Administrator, reported a meeting with the residents in the area was held and the Texas Forest Services presented a presentation on the facts and preventative measures. She stated on July 14th at 8:30 a.m. another meeting with residents will be held to discuss trenching around the 4 affected properties as a preventative measure against the spread of Oak Wilt.

The City Council discussed the new Oak Wilt case, preventative measures and a map of effected area.

Councilmember Thompson stated he also pulled item 5.c) iii. to get an update regarding 9111 and 9112 Sorrell Lane and Hickory Bend.

Steven Steinmetz, Public Works Director, provided an update regarding 9111 and 9112 Sorrell Lane. He also gave an update regarding Hickory Bend and stated he is waiting on 2 bids and for CPS Energy to move their pole.

v. Police Department Monthly Activity Report

- **Traffic Enforcement**
- **Criminal activity within city**
- **Code Compliance Enforcement**

Councilmember Thompson pulled item 5.c) v. for an update on the door bell system the Police Department is using.

Ron Eberhardt, Police Chief, reported the door bell system has been successful. He stated once the door bell is pushed, he immediately is notified on his phone and it has proven to be successful when someone is away from the office because they are still able to assist the person.

Motion: A motion was made by Councilmember Trial, seconded by Councilmember Lantzy, to approve items 5. c) i. iii-v pulled from the Consent Agenda. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

7. **Citizen's Participation** – Limit remarks to three (3) minutes per citizen
See “Rules for Citizen’s Participation” under Item 5.

No one wished to speak.

8. **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:

Northeast Partnership
Schertz-Seguin Local Government Corporation (“SSLGC”)
Cibolo Valley Local Government Corporation (“CVLGC”)
City Water Commission
City Quarry Commission
City Planning & Zoning Commission
Garden Ridge Police Academy Alumni Association
Citizen on Patrol
Garden Ridge Lion’s Club
Comal County
Comal ISD/Garden Ridge Elementary
Guadalupe County
Bexar County
Alamo Area Metropolitan Planning Organization (“MPO”)
TXDOT
Joint Base Land Use Study-Randolph
Greater Bexar County Council of Cities
Lonestar Light Rail
Northeast Lakeview Friends of Nighthawk
Boy Scouts and/or Girl Scouts

Councilmember McCaw thanked everyone for their hard work on the July 4th Celebration. He also thanked Mayor Knaus for her letter to the Garden Ridge Lions Club.

9. **Executive Session**

The City Council will recess its open meeting and reconvene in Executive Session:
Pursuant to Texas Government Code Chapter 551.071 (legal advice) discussion with legal counsel regarding the placement and location of a communication tower by Mobilitie in the City of Garden Ridge.

Mayor Knaus announced the City Council will recess into Executive Session at 9:23 pm, in accordance with Section Code 552.071, to consult with legal counsel and Section Code 551.071, legal advice.

Mayor Knaus adjourned the Executive Session at 9:51 p.m. and the City Council reconvened back into regular session.

10. Reconvene

The City Council will reconvene into Regular Session upon conclusion of the Executive Session and may take action on any item posted for Executive Session, as necessary

No action on any item posted for Executive Session was taken.

11. Adjournment

There being no further business, the Wednesday, July 6, 2016 Garden Ridge City Council regular meeting was adjourned at 9:51 p.m. by Mayor Knaus.

Nadine L. Knaus
Mayor

ATTEST

Shelley Goodwin, TRMC
City Secretary

**SIGN IN TO SPEAK AT THE JULY 6, 2016
CITY COUNCIL REGULAR MEETING
CITIZEN COMMENT PERIOD**

Rules for Citizen's Participation:

The City Council welcomes citizen participation and comments at all of their Council Meetings. As a courtesy to your fellow citizens and out of respect to our elected officials, we request that if you speak, that you please follow these guidelines.

- a) Direct your comments to the entire Council, not to an individual member, nor to the audience.
- b) Show the City Council the same respect and courtesy that you would like to be shown.
- c) Limit remarks to three (3) minutes per citizen during Item 5 and to three (3) minutes per citizen during Item 8.
- d) Citizens' comments will be limited to one (1) hour in Item 5 and thirty (30) minutes in Item 8.
- e) Citizen comments may be deferred to a specific Business Item set forth in Section 7, below, if such comments pertain to such Business Item.

NOTE: The Texas Open Meetings Act permits a member of the public or a member of the governmental body to raise a subject that has not been included in the notice for the meeting. However, any discussion of the subject must be limited to a proposal to place the subject on the agenda for a future meeting and any response to a question posed to the Council is limited to either a statement of specific factual information or a recitation of existing policy. TEX. GOV'T CODE § 551.042.

Disclaimer:

Any disruptive behavior, including shouting or derogatory statements or comments, will be ruled out of order by the Presiding Officer. Continuation of this type of behavior could result in a request by the Presiding Officer that the individual leave the meeting, and if refused, an order of removal.

NAME	ADDRESS	SUBJECT
1. Ken Knepper	8891 Schoen Hall Rd.	JULY 4.
2. Stephen Elsdon	19407 Arrowood Place	5:47:07 PM HOLDING
3. Nancy Pappas	1100 Homestead Rdg	CTA.
4. Olga Buchner	19423 Arrowood	7:00:00 PM Sakofee
5. Olga Buchner	u u	7:01:00 PM Communications
6.		
7. Kay Bown		July 4
8.		
9.		
10.		

2016 BUDGET DATA

	<u>2016 Employees</u>	<u>2016 Cost/Parcel</u>	<u>2016 Parcels</u>	<u>2016 Adopted Budget</u>
Guadalupe A.D.	31.5	\$29.97	84,590	\$2,535,289.00
Hays A.D.	35	\$32.67	86,406	\$2,822,541.00
Bexar A.D.	154	\$24.22	662,994	\$16,058,740.00
Kendall A.D.	14.5	\$37.41	28,521	\$1,067,055.00
Comal A.D.	24.5	\$27.22	91,480	\$2,490,506.68

PROPOSED FOR 2017 BUDGET

Comal A.D.	24.5	\$28.26	93,090	\$2,630,368.96
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Stephen Elsdon, 19407 Arrowood Place, I received a letter from the city concerning Sahota Holding's proposal and thanks you for the opportunity to respond negatively to the request.

We are currently serviced by the EZ Mart and Biggs and I see no need for cramming another establishment in between as its not currently needed nor wanted.

I could expand with a laundry list of how this will effect myself and my community however I'm sure every one of you could come up with your own twenty-five reasons why you wouldn't want to see this food mart be placed across the street from your house or community.

***Failing an outright dismissal of the Food Mart, I propose that that the Food Mart be discussed at a later date in conjunction with the Comprehensive Land Use Master Plan for Garden Ridge.

Why? As I look over the slides briefed to this body, by Dr. Tangum of UTSA on 24 April of this year and I focus on the EZ Mart side of the development swinging all the way over to Sahota's food mart and just behind it, I see that all those 15 multi storied apartment buildings of varying size and shape along with the seven equally large multi-use buildings that run along the back next to the rail tracks are not accompanied by a single road nor a single parking space.

Not one parking space, in this "alternative housing area" is depicted. Thus necessitating the need for some sort of grocery store to be built there, least what is built is indeed a food desert.

I don't have time to speculate about what this "alternative housing" population is, nor how they're going to survive, nor the future of a light rail station here, nor effects on Trinity Well, nor for that matter how Affirmatively Furthering Fair Housing and its end game of squashing the conservative vote may play in to this.

The mayor has asked for time to brief this Master Plan to the general public before determining if it is the right fit for Garden Ridge. Fine. I'd only ask that if that time comes, that Sahota's Food Mart proposal wait and become part of that discussion and not be treated as a separate entity when it clearly is not. Thank You.

To The City of Garden Ridge Mayor and Council

Honorable Mayor Nadine Knaus
Mayor Pro-Tem John McCaw
Councilmember Shelby Trial
Councilmember Bryan Lantzy
Councilmember Todd Arvidson
Councilmember Larry Thompson

Re: Rezoning of Tract at the Corner of FM2252 and Nacogdoches Loop Rd. with Variances

We the undersigned residents of the City of Garden Ridge do hereby express our **disapproval** of the requested rezoning of the aforementioned tract, **disapprove** of the requested variances, and **disapprove** of the construction and development of the proposed gas station, convenience store, fast food facility, and car wash.

Basis for Disapproval

1. Impervious Cover- The application clearly states there will be a variance request for greater than 1/3 impervious cover. The subject tract is located directly adjacent to our worst City flooding zone which has just been improved with the new concrete drainage ditch between Arrowood Estates and Garden Ridge Estates. During our recent rains of May and June 2016, the detention pond for this drainage area was full, approximately 4' deep, unable to discharge any faster in the direction of the proposed development. Additional runoff created by the proposed project would further hinder the discharge, creating possible flooding events again for Arrowood Estates and Garden Ridge Estates.
2. Traffic Safety- The proposed site lies along FM2252 in a short section of curved roadway, located approximately equidistant between the main entrances to both Arrowood Estates and Garden Ridge Estates. Additionally, Nacogdoches Loop enters this curve as well, from the back side of the proposed site. Additional traffic generated at the site could create significant traffic congestion and safety issues. Please note that Arrowood Estates is a single dead end street, with the only access being FM2252, forcing those residents to navigate directly into and through the increased congestion with already limited visibility.
3. Increased Traffic- As much as we all love Garden Ridge, we understand our traffic in the area will increase and we will learn to deal with it. However, activities for this site would not do anything to streamline traffic flow, or make it more efficient.
4. Noise, Odor, and Lighting- Car washes are not quiet facilities, with blowers and vacuums and brushes running. Additionally, traffic noise carries at night and normally by 10pm FM2252 is a very quiet street. Some in our neighborhood greatly enjoy that quiet on a regular basis. If you have been around car washes using recycled water, you will know the odor can be horrendous at times. Our prevailing winds will carry all this noise and odor directly to the adjoining neighborhoods. With the facility planning to operate 18 hours per day, there will be a constant light glow into both neighborhoods until at least midnight each night.

5. Crime and or Mischievous Acts- FM2252 experiences the bulk of service and or emergency calls for Police in Garden Ridge. Having the proposed convenience store will provide a legitimate place for a criminal or mischievous element to park, increasing the chance for disturbance and or crime.
6. Equality- ABGR LLC owns 40 Acers of land for future development situated in the middle of the city along Bat Cave Road. We would expect that they would petition strongly against a similar development situated there and would in all likelihood be listened to. We would like that same consideration in this matter. They wouldn't want it there, and we don't want it here.
7. Necessity- We have a convenience store with gas station less than ¼ mile East of the proposed site, and another less than 2 miles West of the proposed site. There is no need for an additional facility with similar offerings.
8. Similar Operations of the Developer/Owner- During the P&Z Public Meeting of June 14, 2016, we provided images of the developers' other sites and facilities. We do not feel that the similar projects displayed the quality of construction and maintenance expected for Garden Ridge. While it may be possible to improve the initial appearance of the project to our City standards, there is no confidence or assurance that the quality appearance can or will be maintained.
9. Master Plan- With the City currently in the process of developing a new Master Development Plan, there is no valid reason to provide special rezoning and variances for a project that may or may not fit within the ultimate Plan details.
10. Our Motto- We chose Garden Ridge as our community because of what it is, one big neighborhood, one big family. **A Way of Life, Not Just a Place to Live.** Garden Ridge is a RESIDENTIAL community, and we would like to keep it that way. The limited retail and commercial activities within the City help keep our traffic minimized. Developments such as this do not enhance our way of life. In summary, we do not want to be Schertz, with all its' commercial development. We do not want to be New Braunfels, with all its' entertainment and recreational facilities. And we don't want to be Bracken with its' hodge-podge of everything. We just want to be Garden Ridge, like it is, with our unique way of life. With no gas station at our front door.

Respectfully submitted by the property owners of Arrowood Estates and Garden Ridge Estates, along with friends and neighbors from our community in other neighborhoods, as evidenced below and on separately signed summary opposition sheets.

Name Printed	Signature	Subdivision	Address
STEVE MAHRLEY			19443 Arrowood PL
Karina Scheerer		Rain 2 Delena	19443 Arrowood PI
TAMIA SANDERS			19427 Arrowood PI
TONI PROKSELL		Arrowood	19438 Arrowood PI
GORDON JACKSON			19431 Arrowood Pl.
FRANCIS JACKSON			19431 Arrowood Pl.
Ray Dawson		Arrowood	19442 Arrowood PL

To The City of Garden Ridge Mayor and Council

Honorable Mayor Nadine Knaus
 Councilmember Todd Arvidson
 Councilmember Bryan Lantzy
 Mayor Pro-Tem John McCaw
 Councilmember Larry Thompson
 Councilmember Shelby Trial

Re: Rezoning of Tract at the Corner of FM2252 and Nacogdoches Loop Rd. with Variances

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We do not feel this is in the best interest of the citizens of our community, our neighborhoods, or the future of Garden Ridge.

Name Printed	Signature	Subdivision	Address
Leonard Hampel		Arrowood	19447 Arrowood Pl
Monica Hampel		Arrowood	19447 Arrowood Pl
Massy Moya	Massy Moya	Arrowood Pl.	19446 Arrowood Pl.
Troy DeArment		" "	19426 Arrowood Pl
Carla Raley	Carla Raley	" "	19430 Arrowood
Kenneth Smith Jr		Arrowood Pl	19435 Arrowood Pl
Aimee Basthore		" "	19423 Arrowood
Dave Brasher		" "	19446 Arrowood
Mona Ryz	Mona Ryz	" "	" "
Bruce Alsop	E-mail	" "	19439 Arrowood
Sharon Alsop	E-mail	" "	19439 Arrowood
David Wankke	E-mail	" "	19450 Arrowood
Tiffany Wankke	E-mail	" "	19450 Arrowood
Dea Bachhorr		" "	19423 Arrowood
Richard DeArment		Arrowood Estates	19451 Arrowood
Carol DeArment		✓	✓
Stephan F. Elsdor		✓	19407 Arrowood Plce.
Kydra S. Elsdor		✓	19402 Arrowood Plce.
LAWRENCE SANSONE		" "	19462 Arrowood Pl
RALPH PROKSELL		" "	19438 ARROWOOD PL
Curtis Sanders		" "	19427 Arrowood Pl

Subject: Re: Council meeting tonight
From: Bruce Alsop <[REDACTED]@a1scale.com>
Date: 7/6/2016 3:28 PM
To: Bubba <bubba.buchhorn@a1scale.com>

Bubba,

Can not make it tonight but would you add my signature to the against.
Thanks.

Bruce

Bruce Alsop

On Wed, Jul 6, 2016 at 11:47 AM, Bubba <bubba.buchhorn@a1scale.com> wrote:

Greetings all,

Our agenda has posted with Sahota on the schedule. We have acquired about a dozen signatures already, and look forward to seeing many more signatures and faces for the council meeting tonight.

6pm at City offices, must be there **before** 6 to sign up if you want to speak

--

O.G. (Bubba) Buchhorn
A-1 Scale Service, Inc.
4807 N.W.Industrial Dr.
San Antonio, TX 78238
ph: [210-521-7848](tel:210-521-7848) or [800-880-7848](tel:800-880-7848)
fax: [210-521-1333](tel:210-521-1333)
e-mail bubba.buchhorn@a1scale.com

The customer is never dependent on us,
we are dependent on the customer.

Subject: Re: Council meeting tonight
From: Tiffany Warnke <[REDACTED]>
Date: 7/6/2016 12:19 PM
To: Bubba <bubba.buchhorn@a1scale.com>

Bubba

David and I are out of town, and won't be home until late tonight. We authorize you to write in our names, if that is possible. Specifically Since we aren't available to do it ourselves and had already signed the previous memo.

We very much are concerned on this issue and want our voice heard.

Thanks for all your hard work on this.

Tiffany and David Warnke

Sent from my iPhone

On Jul 6, 2016, at 10:47 AM, Bubba <bubba.buchhorn@a1scale.com> wrote:

Greetings all,

Our agenda has posted with Sahota on the schedule. We have acquired about a dozen signatures already, and look forward to seeing many more signatures and faces for the council meeting tonight.

6pm at City offices, must be there **before** 6 to sign up if you want to speak

--

O.G. (Bubba) Buchhorn
A-1 Scale Service, Inc.
4807 N.W.Industrial Dr.
San Antonio, TX 78238

To The City of Garden Ridge Planning and Zoning Commission

Sam Stocks, Chairman
Frank Dansby, Vice Chairman
Greg Czerniak, Commissioner
David Heier, Commissioner
Kitty Owen, Commissioner

Re: Rezoning of Tract at the Corner of FM2252 and Nacogdoches Loop Rd.

We the undersigned residents of the City of Garden Ridge do hereby express our **disapproval** of the requested rezoning of the aforementioned tract, and **disapprove** of the construction and development of the proposed gas station, convenience store, fast food facility, and car wash.

Basis for Disapproval

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2. **Traffic Safety-** The proposed site lies along FM2252 in a short section of curved roadway, located approximately equidistant between the main entrances to both Arrowood Estates and Garden Ridge Estates. Additionally, Nacogdoches Loop enters this curve as well, from the back side of the proposed site. Additional traffic generated at the site could create significant traffic congestion and safety issues. Please note that Arrowood Estates is a single dead end street, with the only access being FM2252, forcing those residents to navigate directly into and through the increased congestion with already limited visibility.
3. **Increased Traffic-** As much as we all love Garden Ridge, we understand our traffic in the area will increase and we will learn to deal with it. However, activities for this site would not do anything to streamline traffic flow, or make it more efficient.
4. **Noise, Odor, and Lighting-** Car washes are not quiet facilities, with blowers and vacuums and brushes running. Additionally, traffic noise carries at night and normally by 10pm FM2252 is a very quiet street. Some in our neighborhood greatly enjoy that quiet on a regular basis. If you have been around car washes using recycled water, you will know the odor can be horrendous at times. Our prevailing winds will carry all this noise and odor directly to the adjoining neighborhoods. With the facility planning to operate 18 hours per day, there will be a constant light glow into both neighborhoods until at least midnight each night.
5. **Crime and or Mischievous Acts-** FM2252 experiences the bulk of service and or emergency calls for Police in Garden Ridge. Having the proposed convenience store will provide a legitimate



City of Garden Ridge

9400 Municipal Parkway
Garden Ridge, Texas 78266-2600
(210) 651-6632
Fax (210) 651-9638

MINUTES OF CITY COUNCIL SPECIAL MEETING, JULY 20, 2016

Members Present:

Mayor Nadine Knaus
Mayor Pro-Tem John McCaw
Councilmember Todd Arvidson
Councilmember Bryan Lantzy
Councilmember Larry Thompson
Councilmember Shelby Trial

Member Absent:

None

City Staff Present:

Nancy Cain, City Administrator
Sarah Griffin, City Attorney
Ron Eberhardt, Police Chief
Royce Goddard, Water Manager
Steven Steinmetz, Public Work Director
Karen Ford, Finance/HR
Shelley Goodwin, City Secretary

1. Call to Order

With a quorum of the City Council Members present, Mayor Knaus called the special meeting of the Garden Ridge City Council to order at 2:30 p.m. on Wednesday, July 20, 2016, in the City Council Chambers of the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas 78266.

2. Discussion, review and possible action

a) FY2017 proposed Budget and Budget calendar

Nancy Cain, City Administrator, reviewed the proposed budget, which includes all the “wish list” items from Councilmembers and Department Heads.

The City Council reviewed the all-inclusive proposed budgets, proposed tax rate increase and proposed salary increases. They also discussed the number of operating months they want to keep in reserves and the 5 year projected forecast.

The City Council was then given a reduced proposed budget removing some of the wishes of the Councilmembers and Department Heads. They agreed by consensus to maintain 6 to 8 months

of operating expenses in reserve. They discussed the options for income and financing of projects.

The City Council recessed at 4:25pm for a Reception for Nancy and Jay Feibelman.

The City Council reconvened back into the Special Meeting at 5:47pm.

The City Council discussed the Water Fund paying for more of their share of Administrative operations. They also discussed communicating the budget forecast with residents. They discussed working with NEP and other municipalities regarding the proposed 4% cap on property taxes for local governments.

Nancy Cain, City Administrator, reviewed the proposed Budget Calendar and announced the next meeting will be held on Monday, July 25, 2016 at 2:30pm.

b) Determining the strategic direction, initiatives, and establishing project priorities for the City of Garden Ridge

The City Council agreed by consensus to postpone until a later date.

c) Future Agenda Items requested by City Council
i. Rolling Agenda

The City Council reviewed the Rolling Agenda and did not add anything to upcoming meetings.

3. Citizen's Participation – Limit remarks to three (3) minutes per citizen

No one wished to speak.

4. Adjournment

There being no further business, the Monday, June 20, 2016 Garden Ridge City Council Special Meeting was adjourned at 7:34 p.m. by Mayor Knaus.

Nadine L. Knaus
Mayor

ATTEST

Shelley Goodwin, TRMC
City Secretary



City of Garden Ridge

9400 Municipal Parkway
Garden Ridge, Texas 78266-2600
(210) 651-6632
Fax (210) 651-9638

MINUTES OF CITY COUNCIL SPECIAL MEETING, JULY 25, 2016

Members Present:

Mayor Nadine Knaus
Mayor Pro-Tem John McCaw
Councilmember Todd Arvidson
Councilmember Bryan Lantzy
Councilmember Larry Thompson (arrived at 2:32 p.m.)
Councilmember Shelby Trial

Member Absent:

None

City Staff Present:

Nancy Cain, City Administrator
Ron Eberhardt, Police Chief
Royce Goddard, Water Manager
Steven Steinmetz, Public Work Director
Karen Ford, Finance/HR
Shelley Goodwin, City Secretary

1. Call to Order

With a quorum of the City Council Members present, Mayor Knaus called the special meeting of the Garden Ridge City Council to order at 2:30 p.m. on Monday, July 25, 2016, in the City Council Chambers of the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas 78266.

2. Citizen's Participation – Limit remarks to three (3) minutes per citizen

No one wished to speak.

3. Discussion, review and possible action

a) An updated presentation of proposed 2017 Fiscal Year Budgets for the City of Garden Ridge (General Fund, Water Fund, Interest & Sinking Fund, Capital Improvement Fund)

Nancy Cain, City Administrator, provided the City Council with a new proposed Budget. She reviewed the proposed budget and stated it includes the corrections that were requested on Wednesday, June 20, 2016.

The City Council reviewed the State Comptroller of Public Accounts Budget Manual for Texas Cities 2011 and the list of fees from Ordinance 11 that was provided by Councilmember Trial. The City Council also discussed the separation of Public Works and Water Department, recouping the cost of tree trimming for overgrown trees in the right-of-ways, additional vehicle for Public Works, and employee compensation,.

Nancy Cain, City Administrator, reviewed the number of properties in Garden Ridge who receive 100% property tax exemptions for Disabled Veteran's Homestead Exemptions and Surviving Spouse. She also stated that if she receives the tax rate calculations by July 27, 2016 then there is no need to have a meeting on August 9 or 10th because they could be presented at the Regular Meeting on August 3, 2016.

b) File proposed 2017 Fiscal Year Budgets for the City of Garden Ridge General Fund, Water Fund, Interest and Sinking Fund and Capital Improvement Fund with the City Secretary

Motion: Upon a motion made by Councilmember Trial, and seconded by Councilmember McCaw, to file proposed 2017 Fiscal Year Budgets for the City of Garden Ridge General Fund, Water Fund, Interest and Sinking Fund and Capital Improvement Fund with the City Secretary. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

c) Government/Municipal/Public Funds Banking Resolution 393-072016 named the City of Garden Ridge Construction Bond and authorizing signers on City of Garden Ridge accounts held at American Bank of Texas

Nancy Cain, City Administrator, stated Resolution 393-072016 will allow the City of Garden Ridge to open an account at American Bank of Texas for the purpose of depositing the Construction Bond funds for the Woods at Garden Ridge, Unit 2. She reviewed the signatures on the account.

The City Council discussed the withdrawal process at American Bank of Texas.

Motion: Upon a motion made by Councilmember Lantzy, and seconded by Councilmember McCaw, to approve Government/Municipal/Public Funds Banking Resolution 393-072016 named the City of Garden Ridge Construction Bond and authorizing signers on City of Garden Ridge accounts held at American Bank of Texas. The City Council voted four (4) for and one (1) opposed (Councilmember Trial). The motion carried.

4. Citizen's Participation – Limit remarks to three (3) minutes per citizen
No one wished to speak.

5. Adjournment

There being no further business, the Monday, June 25, 2016 Garden Ridge City Council Special Meeting was adjourned at 4:07 p.m. by Mayor Knaus.

Nadine L. Knaus
Mayor

ATTEST

Shelley Goodwin, TRMC
City Secretary



Susan Combs Texas Comptroller of Public Accounts

Budgeting Manual for Texas Cities 2011

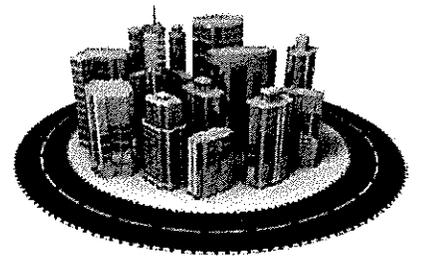
The annual budget is the top financial responsibility for local



governments. This manual offers a wealth of

resources to help cities set financial

goals and develop a solid plan to



meet them. Use it to

community's needs,

and help you define

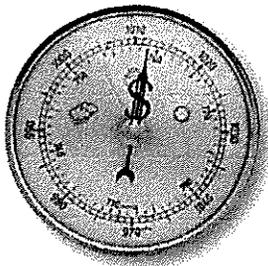


help you assess your

priorities and challenges

objectives. You can learn

how to do more with less and balance the budget.



Let it help you produce a budget that

goes beyond bare numbers and acts as

a barometer for your city's financial health.

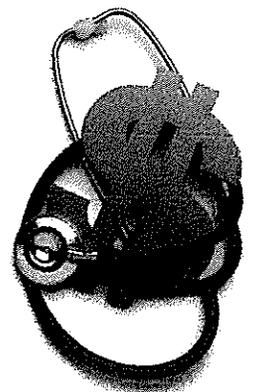


Exhibit 9 (cont.)

- a) Local funds should be stretched whenever possible by aggressively seeking outside funding sources to meet the city's needs. Of particular concern, is recovering the cost of fire protection and other city services provided to county residents, for which the county currently pays little in relation to the actual cost of these services.
- b) We must continue to hold the line on new employee hiring. Additional personnel should be recommended only after needs have been thoroughly documented and it is substantiated that the new employees will result in more revenue or an expenditure reduction for the city.
- c) High priority should be given to expenditures that will reduce future operating costs — such as better use of technology and equipment and better business methods.
- d) Productivity improvement programs should be initiated in all labor-intensive departments.

Public Safety

Public safety has always been a priority concern of the council. In this area, we should seek the accomplishment of the following objectives during fiscal 2010-11:

- a) Complete necessary improvements in fire services to lower our residents' insurance premiums.
- b) Reduce the incidence of crime through special policing methods.
- c) Make specific productivity improvements in police and fire departments.

Public Works

During fiscal 2010-11, we would like to see the following objectives achieved by the public works department:

- a) Continue to keep the refuse collection and disposal services on a self-supporting basis. We are hopeful that the collection study provides attractive alternatives.
- b) Continue a daily program of street cleaning in the downtown area.
- c) Continue efforts to increase use of recreational facilities by organized groups and to shift some of the direct costs of such usage to those groups.

Prepare long-range maintenance and development plans for streets, drainage, and parks and recreation. Undertake productivity improvement projects in all public service areas. Institute cost reduction projects, specifically by conserving energy in the areas of streetlights, parks, recreation centers, and transportation.

Water and Wastewater Utilities

Federal and state standards continue as the most significant challenges to the city's water and wastewater operations. In order to avoid problems in the future, the following should be accomplished during fiscal 2010-11:

- a) Continue to produce a high quality water supply that meets federal and state requirements.
- b) Continue to produce a quantity of water sufficient to meet daily demands and maintain required storage for fire flow requirements with adequate reserve for future growth and expansion.
- c) Treat all wastewater in a manner consistent with federal and state standards and continue efforts to prepare our treatment facilities to meet all future standards and to accommodate expansion and future growth.
- d) Continue studies and research on conservation measures that could reduce water consumption.

Conclusion

The budget is an exercise that helps determine the cost of necessary work required to maintain the facilities and services necessary for public conveniences, health, safety and welfare. Please include narrative statements of your accomplishments of the previous year, the current year and proposed work programs for the next year. These statements should reflect the planned expenditures, which makes municipal government as transparent as possible for the public, the city council and taxpayers. Budgeting is at the top of the list of important jobs that we collectively perform each year.

Departmental Request Forms

To save time and to arrive at a consensus, the budget officer might hold a meeting of all department heads hand out the budget information packets and conduct a page-by-page review of the material. The packet should include instructions directing department heads to compile and submit to the budget officer estimates of their budget needs for the next fiscal year. These estimates should be returned to the budget officer at least 60 days before the close of the current fiscal year and should be set forth in five standardized forms.

Departmental Workload Form

The departmental workload form summarizes the departments' accomplishments during the current year; explains proposed changes or improvements for the next fiscal year; and provides workload statistics, such as tons of solid waste collected per employee per year, number of gallons of water delivered each year, number of blocks of streets to be resurfaced or seal coated and number of miles of streets patrolled by the police department (**Exhibit 10**).

Departmental Budget Request Form

The departmental budget request form shows the amount actually spent by the departments during the prior fiscal year, the amount budgeted for the current fiscal year, the projected expenditures for the current fiscal year, and the amount the department heads propose to spend during the next fiscal year (**Exhibit 11**).

Departmental Personnel Request Form

This form is used to describe salary and related costs of personnel presently employed and proposed to be employed by the departments. It describes salary and related costs of current personnel and proposed future personnel. For smaller cities, the name and job title of individual employees should be listed. For larger cities, the data can be presented for classes or groups of employees (**Exhibit 12**).

Departmental Change-In-Service Form

The departmental change-in-service form shows proposed service changes, the cost of these changes and the number and type of additional personnel required to perform the service (**Exhibit 13**).

Departmental Capital Outlay Form

The departmental capital equipment outlay form is used to list the acquisition of or addition to fixed assets of significant value, such as vehicles and equipment (**Exhibit 14**).

These examples are meant as a basic guideline. Additional forms can be added to generate other information needed by the budget officer. Department heads should be encouraged to request all proposed budget needs for staffing, materials and equipment, leases, fleet, maintenance, and program needs. Cutbacks may have to be made in budget requests. Some important needs might never come to light unless the department heads are given an opportunity to fully explain their positions. This approach offers the advantage of generating more options and alternatives from which the governing body may select.

Exhibit 12: Departmental Personnel Request Form

City of Great Expectations – Department Budget Request Form
Fiscal Year 2010–11

Fund: _____ Department: _____

Name and Title	Current Fiscal 2009-10		Next Fiscal 2010-11		
	Hourly or Monthly Pay Rate	Annual Salary	Hourly or Monthly Pay Rate	Calculation of Salary Increase (to be Completed by Budget Officer)	Annual Salary and Benefits
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
				Total:	\$

	Basis for Calculation*	Calculations	
Social Security			\$
Retirement			\$
Life Insurance			\$
Health Insurance			\$
Unemployment Insurance			\$
Workers Compensation			\$
Overtime			\$
Longevity			\$
Other			\$
		Grand Total:	\$

*Percent of salary, flat rate per employee (i.e., insurance premium), etc.

Key Budget Players

Although many people are involved in developing a budget, four are profiled in this section: the budget officer, the city council, department heads and the public.

The Budget Officer

It is the budget officer's responsibility to prepare the proposed budget.⁴ It is essential that the city council and all department heads know who is the budget officer. Although practices vary, the budget officer is usually responsible for conducting the budget planning process, communicating timelines, preparing and assisting with budget forms, making revenue forecasts, and collecting the financial information necessary to compile the budget. With the help of other officials, the budget officer gathers estimated revenue data and proposed expenditures, prepares a preliminary budget, and presents it to the city council for final review.

When the budget officer files the budget proposal with the municipal clerk, each council member receives a copy. From this point on, the budget becomes the responsibility of the city council.

The City Council

The city council must ensure the process and budget are legal. This includes publishing a notice for a public hearing and conducting the public hearing on the proposed budget.

The city council often writes a statement of its budget policy. This policy statement is usually developed at a council workshop session in which members outline their objectives and priorities for the coming year. The city should make sure that notices for workshops are posted in accordance with the Texas Open Meetings Act. The workshop session is open to the public.

The city council may wish to adopt a written policy that clearly outlines the following points:

- the financial outlook for the city for the next fiscal year and a description of major factors that will contribute to that outlook;
- an itemization of known budget priorities for the next fiscal year; and
- a description of the guidelines the city council will require department heads to follow in preparing their budget requests for the next fiscal year.

This statement should be distributed to all department heads and others who will participate in the preparation of the budget for the next fiscal year. It can also serve to inform the public of the city council's goals.

Department Heads

The budget officer works closely with city officials and the heads of departments to determine the expenditures necessary to provide programs and services and to estimate the necessary revenue. This process should include the completion and submittal of departmental requests for budget items, salary actions, and requests for equipment and supplies. Department heads also operate as channels for cost-cutting ideas from staff members.

The Public

State law mandates that a city council must hold a hearing to provide the public an opportunity to comment on the proposed budget. In addition to the published notice in at least one newspaper of general circulation in the county in which the city is located, the Texas Open Meetings Act requires the agenda for all meetings to be posted at City Hall — showing the date, time, place,

PLANNING AND ZONING FEES

Planning and Zoning <i>HAVE PEZ RECOMMEND REVISIONS</i>	
Request for variance to zoning ordinance:	
Residential	\$ 400.00
Commercial	\$ 650.00
Request for after the fact variance to zoning	\$ 500.00
Residential	\$ 500.00
Commercial	\$ 750.00
Application for rezoning	\$ 500.00
Application for Special Use Permit	\$ 250.00
Platting Fees – Residential <i>HAVE RCE RECOMMEND REVISIONS</i>	
Master Plan	\$ 500.00+ Eng. Fee *
Amended/Replat – Single Lot	\$ 250.00+ Eng. Fee *
Minor Plat Amendment as defined in Ordinance 7	\$ 200.00 No Eng. Fee
Amended/Replat – Subdivision	\$ 500.00+ Eng. Fee *
Minor Plat Amendment as defined in Ordinance 7	\$ 400.00 No Eng. Fee
Preliminary Plat - Single Lot/Subdivision	\$ 500.00+ Eng. Fee *
Final Plat - Single Lot/Subdivision	\$ 1,500.00+ Eng. Fee *
Vacate Plat – Single Lot/Subdivision	\$ 500.00+ Eng. Fee *
*Engineering Fees (Eng. Fee) - \$50.00 per lot plus engineering fees Incurred by the city for Consultation/ Review on project	See Note *
Recordation Fees – Current Fee Schedule of Comal County	Comal Fees
Platting Fees – Commercial <i>HAVE RCE RECOMMEND REVISIONS</i>	
Master Plan	\$ 500.00+ Eng. Fee *
Amended/Replat – Single Lot	\$ 350.00+ Eng. Fee *
Minor Plat Amendment as defined in Ordinance 7	\$ 300.00 No Eng. Fee
Amended/Replat – Subdivision	\$ 600.00+ Eng. Fee *
Minor Plat Amendment as defined in Ordinance 7	\$ 500.00 No Eng. Fee
Preliminary Plat – Single Lot/Subdivision	\$ 500.00+ Eng. Fee *
Final Plat - Single Lot/Subdivision	\$1,500.00+ Eng. Fee *
Vacate Plat – Single Lot/Subdivision	\$ 300.00+ Eng. Fee *
*Engineering Fees (Eng. Fee) - \$50 per lot plus engineering fees Incurred by the city for Consultation/Review on project	See Note *
Recordation Fees – Current Fee Schedule of Comal County	Comal Fees

ANIMAL AND PET REGISTRATION

Pet Registration (annual fee)		\$ 5.00	10
(replacement tag)		\$ 5.00	7
Impoundment Fees			
First impoundment			
Resident			
Registered			
Animal with tag on		Warning	
Animal without tag on		\$ 10.00	20
Unregistered			
Animal with current rabies		\$ 25.00	30
Animal without current rabies		\$ 50.00*	75
* Additional \$50.00 refundable fee with proof of vaccination	25		
Non-resident			
Animal with current rabies			
Animal with tag on		Warning	10
Animal without tag on		\$ 25.00	40
Animal without current rabies		\$ 50.00*	75
* Additional \$50.00 refundable fee with proof of vaccination	25		
Second impoundment			
Resident			
Registered			
Animal with tag on		\$ 25.00	25
Animal without tag on		\$ 25.00	40
Unregistered			
Animal with current rabies		\$ 50.00	50
Animal without current rabies		\$ 100.00*	100
* Additional \$100.00 refundable fee with proof of vaccination	50		
Non-resident			
Animal with current rabies			
Animal with tag on		\$ 25.00	40
Animal without tag on		\$ 50.00	75
Animal without current rabies		\$ 100.00*	100
* Additional \$100.00 refundable fee with proof of vaccination	50		
Third and subsequent impoundments			
See Ordinance #18 Amendment 2	* DOES NOT SHOW UP IN LIST OF ORDINANCES		

DOCUMENTS AND OTHER FEES *NEED TOTAL REVIEW OF THESE FEES*

City Document Fees assessed in accordance with Texas Attorney General Charge Schedule, as provided in 1 Texas Administrative Code 70.1-.12, as amended		As attached
Accident/Police Reports	per report	\$6.00
Copy Machine Usage	per page	\$.10
Fax Machine Usage (incoming/outgoing)	per page	\$.50
Notary Public	per document notarized	\$5.00
Returned Check Fee		\$30.00

SCHEDULE OF PERMIT & USER FEES -- EFFECTIVE May 3, 2006

Alarm / Security System (RESPONSE ?)		
Private Residence		
Commercial Establishment	\$ 75.00	50
Service charge for each false alarm after 1 in any 12 month period	\$ 75.00	100
Service charge for each false robbery alarm received from a commercial robbery alarm system	\$ 35.00	40
	\$ 100.00	100
Alcoholic Beverage		
Beer and/or wine off premises (annual permit)	\$ 35.00	50
Beer and/or wine on premises (annual permit)	\$ 60.00	75
Package Store (annual permit)	\$ 100.00	150
Mixed Beverage permit (annual permit)	\$ 100.00	200
Partial Exemption Permits		
Fee Determined by City Council in accordance with Ordinance 34 in addition to fee attached hereto	\$ 175.00	
	plus fee determined by City Council	
<i>SHOULD THIS BE MORE DEFINITIVE?</i>		
Business		
In-Home Permit (annual permit, see footnote)	\$ 15.00	50
Business Permit (annual permit required for all businesses except those having a valid in-home business permit --see footnote)	\$ 25.00	150
<i>DELETE FOOT NOTE? ASK BELOW</i>		
Park Reservation		
Pavilion		
Garden Ridge Residents	\$ 30.00	50
Non-Garden Ridge Residents	\$ 60.00	75
CLEAN UP DEPOSIT	\$ 50.00	50
BBQ Building		
Garden Ridge Residents	\$ 25.00	25
Non-Garden Ridge Residents	\$ 50.00	50
CLEAN UP DEPOSIT	\$ 150.00	50
Baseball Field	\$ 20.00	30
Volleyball Court	\$ 15.00	
Horseshoe Pits	\$ 10.00	
<i>DOES NOT EXIST</i>		
<i>" " "</i>		
Satellite/Other TV Antenna (special use permit required)	\$ 50.00	?
<i>WHY?</i>		
Sign		
Annual fee required for each sign authorized based on an approved variance to the City sign ordinance	\$ 50.00	100
Permanent sign not requiring a variance	\$ 15.00	25
Soliciting		
One week permit (7 days)	\$ 10.00	25
One month permit (30 days, see footnote)	\$ 20.00	50
One month year (365 days, see footnote)	\$ 50.00	150
Additional permits for agents	\$ 5.00	10
NOTE: These permits are one-half the listed cost for individuals and/or companies already having a valid Business-in-home or Business permit for another business activity.		
Water Well		
"A" No service available from the Water Department		?
<i>WHY?</i>		
"B" Service available from the Water Department and City Council approves permit fee to be established by City Council on an individual basis.	\$ 150.00	
<i>NEED CONSISTENCY?</i>		

BUILDING AND CONSTRUCTION RELATED PERMITS

House/Residence/Living Quarters			
	Review and approve building plans	\$ 250.00	300
	Review and approve revised building plans	\$ 125.00	150
	Building Construction Permit	\$ 500.00+	500+
#.35	\$.30 per sq. ft. of foundation plus square footage of additional floor levels		
	Additions to residences	\$ 150.00+	200+
#.25	\$.22 per sq. ft. of additional floor space		
Commercial Buildings DISCUSS *			
	Review and approve building plans	\$ 350.00+	400+
	City Engineer review cost \$150.00 125.00		#
	Review and approve revised building plans	\$ 100.00+	150+
	City Engineer review cost \$150.00		
	Building construction permit	\$ 500.00+	
	\$.32 per sq. ft. of foundation plus square footage of additional floor levels.		
Commercial (Open) Storage Buildings		\$ 100.00+	150+
	\$.32 per sq. ft. of foundation		
Residential Outbuildings			
	Workshops, barns, sheds, patios, wooden decks, gazebos, play houses, etc.	\$ 100.00*	125
#.35	*Or \$.32 per square foot (which ever is higher)		
	<i>If electrical or plumbing is involved separate permits for each is required.</i>	\$100.00	125
Miscellaneous Structures			
	Fences, retaining walls, landscape walls over two feet from ground level, driveways not in original house plans, driveways converted from gravel or asphalt to concrete, sidewalks, fireplaces, dog runs, dog kennels (fixed), etc.	\$125.00	150
Remodeling of house or commercial building			
	Generally, there is no fee to remodel a house or building except for alterations of electrical, plumbing, mechanical (heat and air conditioning) systems and modifications to load bearing structural members of the facility. In these instances, the minor project fees for electric, plumbing, heating, etc. apply. The fee for remodeling impacting on a load bearing structural member of the building/facility	\$100.00+ \$.32/sq.ft. #.35	125
Additions to pavement surfaces		\$ 100.00*	125
#.25	*Or \$.22 per square yard (which ever is higher)		
Carports (open)		\$ 100.00	125
Garages			
.35	One-car garage (built after residence is constructed) *Or \$.32 per square foot (whichever is higher)	\$ 150.00*	175
.35	Two-car garage (built after residence is constructed) *Or \$.32 per square foot (whichever is higher)	\$ 175.00*	200
.35	Three-car garage (built after residence is constructed) *Or \$.32 per square foot (whichever is higher)	\$ 200.00*	225
Electrical			
.15	House, residence or living quarters (New Construction) *Or \$.10 per square foot (whichever is higher)	\$ 175.00*	200
.15	Commercial building/establishments: *Or \$.10 per square foot of space(which ever is higher)	\$ 300.00*	350

Swimming pools and minor electrical projects	\$ 125.00	175
Plumbing		
.15 House, residence or living quarters (New Construction) *Or \$.10 per square foot of space (whichever is higher)	\$ 175.00*	200
.10 Commercial building/establishments: *Or \$.08 per square foot of space (which ever is higher)	\$ 300.00*	350
Minor plumbing projects (as described by the inspector)	\$ 100.00	125
Hot Water Heater Replacement	\$ 0	
In the event of a water heater failure after business hours, weekends or holidays, the resident or business may have the water heater replaced and then obtain a permit and have the water heater inspected within five (5) business days.		
Heating/AC		
House, residence or living quarters (New Construction) *or \$.10 per square foot of space (whichever is higher)	\$ 175.00*	200
Commercial building/establishments: *Or \$.10 per square foot of space (which ever is higher)	\$ 300.00*	350
Minor heating and AC projects (as determined by the inspector)	\$ 100.00	150
Sprinkler Systems	\$ 100.00	150
Swimming Pool	\$ 150.00	200
Hot Tubs/Spas	\$ 100.00	150
Pool Decks	\$ 100.00*	150
\$.35 *Or \$.32 per square foot (which ever is higher)		
RE-INSPECTION FEE – FOR ANY BUILDING AND CONSTRUCTION RELATED PERMIT	\$ 150.00	150

**SIGN IN TO SPEAK AT THE July 25, 2016
CITY COUNCIL REGULAR MEETING**

Rules for Citizen's Participation:

The City Council welcomes citizen participation and comments at all of their Council Meetings. As a courtesy to your fellow citizens and out of respect to our elected officials, we request that if you speak, that you please follow these guidelines.

- a) Direct your comments to the entire Council, not to an individual member, nor to the audience.
- b) Show the City Council the same respect and courtesy that you would like to be shown.
- c) Limit remarks to three (3) minutes per citizen during Item 3 and to three (30) minutes per citizen during Item 5.
- d) Citizens' comments will be limited to one (1) hour in Item 3 and thirty (30) minutes in Item 5.
- e) Citizen comments may be deferred to a specific Business Item set forth in Section 6, below, if such comments pertain to such Business Item

Disclaimer:

Any disruptive behavior, including shouting or derogatory statements or comments, will be ruled out of order by the Presiding Officer. Continuation of this type of behavior could result in a request by the Presiding Officer that the individual leave the meeting, and if refused, an order of removal.

NAME	ADDRESS	SUBJECT
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

GARDEN RIDGE POLICE DEPARTMENT



To: Mayor Knaus
Councilman McCaw
Councilman Trial
Councilman Lantzy
Councilman Arvidson
Councilman Thompson

From: Ron Eberhardt
Chief of Police

Date: 28 July 2016

Ref: Proposed Termination of Officer Daniel DeLaRosa

Mayor and Council,

Recently the police department hired Daniel DeLaRosa as a new officer. Officer DeLaRosa has been in the FTO Program since his hire date on 14 March 2016. Since that time he has been in the Field Training Program for training and evaluation. Unfortunately Officer DeLaRosa has not progressed in a satisfactory manner. His time in training has been extended in an effort to correct his shortcomings but he has failed to achieve a level of competency that would allow him to function as an officer of this agency.

According to the Field Training Manual a hearing was held with officers who were not involved in the training process. These officers reviewed all documentation relating to Officer DeLaRosa and unanimously decided to recommend the termination of training and employment.

I am recommending Daniel DeLaRosa be terminated from employment with the Garden Ridge Police Department.

Best regards,

A handwritten signature in blue ink that reads "Ron Eberhardt".

Ron Eberhardt
Chief of Police

GARDEN RIDGE POLICE DEPARTMENT



MEMORANDUM

To: Nancy Cain
City Administrator

From: Ron Eberhardt
Chief of Police

Date: 26 July 2016

Copies:

Reference: Officer McKay's Probation

Mrs. Cain,

Officer McKay will complete her 6 month probation period on 24 August 2016. I would like to remove her from the probation status and place her on normal officer status. Her pay should be adjusted for the 5% increase at this point. There are no indications at this time that the probation period should be increased.

Sincerely,

A handwritten signature in blue ink that reads "Ron Eberhardt". The signature is written in a cursive, flowing style.

Chief of Police

CITY OF GARDEN RIDGE
MONTHLY ACCOUNT BALANCES & INTEREST RATES
PERIOD ENDED AS OF 6/30/2016

CITY FUNDS	BALANCE	CURRENT INTEREST RATE	QTR AVG INT RATE
GF OPERATING ACCOUNT	\$ 116,342.52	0.0000%	0.0000%
GF MONEY MARKET	192,790.26	0.1500%	0.1500%
TEXPOOL INVESTMENTS	1,459,064.09	0.3633%	0.3471%
ASSET/FORFEITURE - STATE	97.63	0.0000%	0.1000%
ASSET/FORFEITURE - FED	71,360.95	0.1000%	0.1000%
2009 REFI	70,968.07	0.1000%	0.1000%
2009 I&S	112,792.08	0.1500%	0.1500%
2012 REFI	156,300.18	0.1500%	0.1500%
2012 I&S	117,825.59	0.1500%	0.1500%
2012 CIP PROJECT	394,969.39	0.1500%	0.1500%
2015 I&S	104,944.96	0.1500%	0.1500%
2015 CIP PROJECT	6,568,283.39	0.1500%	0.1500%
STREET IMPACT FEES	4,964.84	0.0500%	0.0500%
TEXPOOL STREET IMPROV	16,262.22	0.3633%	0.3471%
TEXPOOL INVESTMENTS	-	0.0000%	0.0000%
PEG CAPITAL FEES	79,447.69	0.0000%	0.0000%
TOTAL CITY FUNDS	\$ 9,466,413.86		
AVERAGE INTEREST RATES - CITY		0.1386%	0.1373%

WATER FUNDS	BALANCE	CURRENT INTEREST RATE	QTR AVG INT RATE
WATER IMPACT FEES	\$ 4,972.01	0.0500%	0.0500%
TEXPOOL WATER INVEST	1,701,999.68	0.3633%	0.3471%
TEXPOOL IMPACT FEES	177,474.06	0.3633%	0.3471%
TEXPOOL WATER RIGHTS	4,916.82	0.3633%	0.3471%
WATER SURCHARGE	144,580.36	0.1500%	0.1500%
OPERATING ACCOUNT	360,171.51	0.1500%	0.1500%
TOTAL WATER FUNDS	\$ 2,394,114.44		
AVERAGE INTEREST RATES - WATER		0.2400%	0.2319%

TOTAL ALL ACCOUNTS	\$ 11,860,528.30		
AVERAGE INTEREST RATES - ALL ACCOUNTS		0.1724%	0.1688%

CITY OF GARDEN RIDGE
CASH & INVESTMENTS STATEMENT
PERIOD ENDED AS OF 6/30/2016

GENERAL FUND	BALANCE
GF Operational Checking	\$ 116,342.52
GF Money Market	192,790.26
TexPool Investments	1,459,064.09
TOTAL General Fund Reserves	<u>\$ 1,768,196.87</u>

WATER FUND	BALANCE
Operational Checking	\$ 360,171.51
TexPool Water Invest	1,701,999.68
TOTAL Water Company Reserves	<u>\$ 2,062,171.19</u>

CITY OF GARDEN RIDGE
 STATEMENT OF ACTIVITIES
 CURRENT AND YEAR TO DATE AS OF 6/30/2016

GENERAL FUND	JUN 16	YTD	AMEND #1 BUDGET	% OF BUDGET	BUDGET BALANCE
REVENUES	\$ 85,471.17	\$ 2,126,481.07	\$ 2,596,660.00	81.9%	\$ 470,178.93
EXPENDITURES					
ADMINISTRATION	49,490.93	432,463.86	695,986.00	62.1%	263,522.14
COURT	5,236.55	53,211.33	79,088.00	67.3%	25,876.67
POLICE	81,446.99	818,858.86	1,206,761.00	67.9%	387,902.14
PUBLIC FACILITIES	30,036.66	288,715.81	437,601.00	66.0%	148,885.19
COMMUNITY CENTER	6,118.75	51,185.97	64,561.00	79.3%	13,375.03
LIBRARY	2,315.98	24,047.58	37,381.00	64.3%	13,333.42
TOTAL EXPENDITURES	<u>174,645.86</u>	<u>1,668,483.41</u>	<u>2,521,378.00</u>	66.2%	<u>852,894.59</u>
NET POSITION	<u>\$ (89,174.69)</u>	<u>\$ 457,997.66</u>	<u>\$ 75,282.00</u>		<u>\$ (382,715.66)</u>

WATER FUND	JUN 16	YTD	AMEND #1 BUDGET	% OF BUDGET	BUDGET BALANCE
REVENUES	\$ 110,280.69	\$ 798,943.81	\$ 1,496,567.00	53.4%	\$ 697,623.19
EXPENDITURES	86,503.07	805,860.07	1,553,852.00	51.9%	747,991.93
NET POSITION	<u>\$ 23,777.62</u>	<u>\$ (6,916.26)</u>	<u>\$ (57,285.00)</u>		<u>\$ (50,368.74)</u>

CITY OF GARDEN RIDGE
STATEMENT OF ACTIVITIES - COMMUNITY CENTER
YEAR TO DATE PERIOD ENDED AS OF 6/30/2016

REVENUES	YTD
RENTALS	\$ 27,225.00
DEPOSITS	18,450.00
DEPOSITS REFUNDED	(11,725.00)
DONATIONS	500.00
TOTAL REVENUES	<u>34,450.00</u>
EXPENDITURES	
MANAGER FEES	13,305.25
TELEPHONE	423.00
UTILITIES	5,729.18
MAINTENANCE	4,631.07
SUPPLIES	939.54
CLEANING	3,615.00
EQUIPMENT	71.89
MARKETING	-
DONATION EXPENDITURES	149.99
FACILITY ENHANCEMENTS	10,596.05
TOTAL EXPENDITURES	<u>39,460.97</u>
NET POSITION	<u><u>\$ (5,010.97)</u></u>

**GARDEN RIDGE COMMUNITY CENTER
MONTHLY REPORT**

2016

June 21st thru July 20th, 2016

New Events Booked in Current Month	Charged	10
------------------------------------	---------	----

	No Charge	0
--	-----------	---

2015-2016

Total Number of Events for the Month	3
--------------------------------------	---

Events cancelled in for the Month	0
-----------------------------------	---

Total Number of Days in Use for the Month	5
---	---

Wildflower Room Only

2013-2014

Total Number of Events for the Year	81
-------------------------------------	----

Total Number of days Used for the Year	261
--	-----

Total Number cancelled for the Year	4
-------------------------------------	---

Wildflower and Bluebonnet Room

Past years	# of Events	# of Days
2011-2012	76	257
2010-2011	72	241
2009-2010	65	208
2008-2009	67	199
2008	53	190
2007	58	183
2006		139
2005		116
2004		81

CITY OF GARDEN RIDGE BUILDING REPORT

6/21/2015 THRU 7/20/2016

MAJOR PERMITS

Permit #	Address	Builder	Sq Ft.	Value \$	Permit Fees
TOTAL			0	\$ -	\$ -

MINOR PERMITS

Permit #	Address	Builder	Project	Permit Fees
1035 -16	21415 Luiguria Dr.	AAA Fence Pros	Fence	\$ 125.00
1036 -16	21917 Deer Canyon Dr.	E&J Construction	Patio	\$ 100.00
1037 -16	20511 Cedar Cavern	Glenn Dodson	Outbuilding	\$ 100.00
1038 -16	19919 Loyds Park	Alco Creative Builders	Outbuilding	\$ 100.00
1039 -16	19693 Bat Cave Rd.	Rafael Marfil	Deck	\$ 408.96
1040 -16	8838 Cherokee Path	Yardling Backyard Products	Outbuilding	\$ 100.00
1041 -16	19693 Bat Cave Rd.	Rafael Marfil	Tree House/Deck	\$ 100.00
1042 -16	9732 Trophy Oaks	Keith Zars Pools	Pool, Spa, Deck	\$ 635.00
1043 -16	19410 Arrowood Place	American Fence & Deck	Fence	\$ 125.00
1044 -16	21521 Fairview Circle	Veranda Electric INC	Minor Electric	\$ 125.00
TOTAL				\$ 1,918.96

TOTAL MAJOR FEES FOR THE MONTH	\$ -
TOTAL MINOR FEES FOR THE MONTH	\$ 1,918.96
TOTAL ALL PERMIT FEES FOR THE MONTH	\$ 1,918.96

TOTAL MAJOR PROJECTS VALUE FOR THE YEAR	\$ 7,503,467.40
TOTAL MAJOR PROJECTS SQ FT. FOR THE YEAR	60,983

TOTAL MAJOR PERMIT FEES FOR THE YEAR	\$ 50,247.07
TOTAL MINOR PERMIT FEES FOR THE YEAR	\$ 18,128.61
TOTAL ALL PERMIT FEES FOR THE YEAR	\$ 68,375.68

Library Report, August 2016

Activities between June 16 and July 14:

~There were 848 visits to the library.

~There were 1,164 items checked out.

~29 eBooks were checked out.

~We added 38 new patrons.

~61 new items were added to the Library Collection.

Classes and Activities

<i>1. GRES Story hour 6/20/16</i>	<i>14</i>
<i>2. Story hour 6/17/16</i>	<i>15</i>
<i>3. Story hour 6/23/16</i>	<i>17</i>
<i>4. Home School Co-op 6/24/16</i>	<i>61</i>
<i>5. Adult Coloring Group 6/29/16</i>	<i>4</i>
<i>6. Story hour 6/30/16</i>	<i>13</i>
<i>7. GRES Story hour 6/27/16</i>	<i>15</i>
<i>8. Adult Coloring Group 7/6/16</i>	<i>4</i>
<i>9. Story hour 7/7/16</i>	<i>10</i>
<i>10. GRES Story hour 7/11/16</i>	<i>13</i>
<i>11. Story hour 7/14/16</i>	<i>8</i>

			AUGUST			
	1	2	3	4 – 10:30, Story Hour	5	6
7	8	9 – Tasting Party Postponed	10	11 – 10:30 Story Hour	12	13
14	15	16	17 – 12:00, Lunch-n- Learn, “Replication in the Garden”	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
			SEPTEMBER	1	2	3
4	5, Closed for Labor Day	6	7	8	9	10

Water Commission
As Of 26 July 2016

	2015						2016						
	Edwards		Trinity		Total Acre Feet	Quarterly Acre Feet	Edwards		Trinity		Total Acre Feet	Quarterly Acre Feet	
	Gallons	Acre Feet	Gallons	Acre Feet			Gallons	Acre Feet	Gallons	Acre Feet			
January	2,633,000	8.08	11,167,000	34.27	42.35		15,309,000	46.98	431,000	1.32	48.30		Actual
February	324,000	0.99	14,774,000	45.34	46.33		512,000	1.57	19,825,000	60.84	62.41		Actual
March	14,394,000	44.17	1,922,000	5.90	50.07	138.76	3,234,000	9.92	16,359,000	50.20	60.13	170.84	Actual
April	17,561,000	53.89	327,000	1.00	54.90		494,000	1.52	18,620,000	57.14	58.66		Actual
May	8,147,000	25.00	8,066,000	24.75	49.76		4,348,000	13.34	14,693,000	45.09	58.43		Actual
June	1,394,000	4.28	20,378,000	62.54	66.82	171.47	29,247,000	89.76	1,608,000	4.93	94.69	211.78	Actual
July	38,650,000	118.61	10,880,000	33.39	152.00		33,379,000	102.44	12,029,000	36.92	139.35		7/1 - 7/26
August	29,573,000	90.76	30,889,000	94.79	185.55		0	0.00	0	0.00	0.00		Actual
September	13,883,000	42.61	28,345,000	86.99	129.59	467.15	0	0.00	0	0.00	0.00	139.35	Actual
October	29,538,000	90.65	7,472,000	22.93	113.58		0	0.00	0	0.00	0.00		Actual
November	16,496,000	50.62	1,000	0.00	50.63		0	0.00	0	0.00	0.00		Actual
December	15,997,000	49.09	0	0.00	49.09	213.30	0	0.00	0	0.00	0.00	0	Actual
TOTAL	188,590,000	578.76	134,221,000	411.91	990.67		86,523,000	265.53	83,565,000	256.45	521.98		
	EAA Stage 0, - 0%, Available 847.077 Ac/Ft, Unused 268.317 Ac/Ft						EAA Stage 0, - 0%, Available 854.89 Ac/Ft, Unused 589.36 Ac/Ft						854.89
Current Edwards Permits													
Allocated Pumpage	CO00139	P100-767	484.071	Acre Feet					Total Available Edwards Water		854.89 Ac/Ft		
Purchase	BE 00109I	P100-327	2.000	Acre Feet							278,566,761.3 Gals		
Purchase	ME 00417D	P101-185	1.301	Acre Feet					Connections: 1577 Avg. usage per connection: 28,793.912 gals				
Purchase	ME 00479I	P101-315	3.895	Acre Feet					Avg. Daily Usage: 07/01 - 07/26: 1,746,461.50gals				
Purchase	UV 00437I	P101-699	2.000	Acre Feet					Avg. connections 2015: 1551 Avg. usage per connection for 2015: 208,130.88 gals				
Purchase	UV 00461I	P101-752	4.000	Acre Feet					Leak Adjustments / month 0 Leak Adjust. YTD 1				
Purchase	UV 00478I	P101-801	2.000	Acre Feet									
Purchase	UV 00537H	P101-959	2.000	Acre Feet									
Purchase	UV 00576I	P102-040	14.000	Acre Feet									
Purchase	UV 00630G	P102-146	1.760	Acre Feet									
Purchase	BE 00081AE	P100-200	62.000	Acre Feet									
Transfer	K. Zar Pool	UV00435	P106-186	1.000	Acre Foot								
Transfer		CO00118B	P103-312	4.500	Acre Feet								
Transfer		CO00119AA	P102-416	2.000	Acre Feet								
Transfer		CO00119AA	P102-564	0.660	Acre Feet								
Lease	City of Schertz		200.000	Acre Feet									
Lease	Lloyd Loehman	P107-429	3.000	Acre Feet									
Lease	M. Friesenhahn	P100-745	65.000	Acre Feet									
Lease	BVFD	1/1/2015 - 12/31/2015	-0.300	Acre Feet									
Total	Edwards	Allocation	854.89	Acre Feet									

Monthly Well Progress Report

Trinity Well Status:	Static Level: July 1 st : 221.4'	July 26 th : 212.4'	Diff. of: 9.0'
GPM: 841	Pumping Level: June 1 st : 188.9'	June 26 th : 179.1'	Diff. of: 9.0'
Edwards Wells Status:	Static Level: July 1 st : 131.4'	July 26 th : 121.5'	Diff. of: 9.9'

Public Works

June 20, 2016—July 20, 2016

Street and Right of Way Maintenance

Right of ways shred: 3
Drainage channel signage: Added more no trespassing warnings.

Storm water Drainage Facility and Easement Maintenance

Outfalls inspected: 19
Detention/Retention ponds inspected: 18
Detention pond mowed: 1
Reshaped and seeded drainage channel on Garden Ridge Dr.
Cleaned up drainage area South of Garden Ridge Dr. culvert.
Moved detention pond berm to collect proper storm water runoff

Park and City Facility/Property Maintenance

City Hall/Community Center mowed 1
Parks mowed: 1
Community center mowed: 1
Library: lock replaced
Prep Paul Davis Park Park for the 4th of July

Animal Control

Domestic Animal Apprehensions:	Dogs 6	Cats 3	YTD Dogs 30	Cats 26
Nuisance Complaint Calls :	0		YTD 0	
Animal Bite Calls :	0		YTD 0	
Deer Carcass Disposals:	11		YTD 95	
Raccoon :	3		YTD 21	
Opossum :	1		YTD 26	
Skunks :	6		YTD 10	
Other:	3 Armadillo, 1 fox, 3 turtle, 2 bat,		YTD 35	
Hunters for the hungry animal donations :	Deer /Wild Hogs		YTD 4	
Total animal control apprehensions/pickups for 2016:			YTD 243	
Animal transferred to adoption agency:	0		YTD 7	
Animals returned to owners:	5		YTD 22	
Animals' adopted:	Dogs. 0	Cats 0	YTD 3	
Current animals in city's care:	Dogs. 2	Cats. 8		
Animals ready for adoption:	Dogs. 0	Cats. 5		

Special Note

Oak wilt: None found



GARDEN RIDGE POLICE DEPARTMENT

AUGUST JUNE 21ST – JULY 20TH CALLS FOR SERVICE

Location	Calls	Code	Water	Total
ARROWOOD	0	0	0	0
BAT CAVE ROAD	0	1	0	1
BINDSEIL	0	0	0	0
COUNTRY OAK ESTATES	1	0	0	1
ENCLAVE AT GARDEN RIDGE	2	0	0	2
FM 2252	16	0	0	16
FM 3009	9	0	0	9
FOREST WATERS	12	1	0	13
GARDEN RIDGE ESTATES	32	3	0	35
GEORG RANCH	7	0	0	7
MUNICIPAL COMPLEX	5	0	0	5
NACOGDOCHES LOOP	0	0	0	0
OAK MEADOW ESTATES	0	0	0	0
PARK LANE ESTATES	1	0	0	1
REGENCY OAKS	5	0	0	5
SCHOENTHAL ROAD	0	1	0	1
THE FOREST OF GARDEN RIDGE	4	0	0	4
THE PARK AT GARDEN RIDGE	0	2	0	2
TROPHY OAKS	4	0	0	4
TWISTED OAKS	0	0	0	0
WILD WIND	4	0	0	4
WOODLANDS OF GARDEN RIDGE	1	0	0	1
COUNTY	7	0	0	7
OTHER	0	1	0	1
TOTALS	110	9	0	119

ARRESTS – 7
ALARM PERMITS – 4
CRASHES – 2

ALARMS – 24
SOLICITOR PERMITS – 0

Location	Units	Injury	Fatal	Type
19500 BLK FM 2252	2 vehicles	1	0	CR3
9200 BLK Garden Ridge Drive	vehicle vs. deer	0	0	CR2

*ENFORCEMENT (342) *Citations –157 *Warnings –185*

INCIDENTS and ARRESTS

- 6/21/2016- After being stopped for no front license plate, Ofc. Pelata arrested Sean Thompson for Driving While License Invalid with Previous Convictions.
- 6/23/2016- After being stopped for failing to dim headlamps, Ofc. Hackenberg arrested James Dearing for Possession of Marijuana < 2oz.
- 6/24/2016- After being stopped for expired registration, Ofc. Pelata arrested Joshua Simmons for Driving While License Invalid with Previous Convictions and Possession of a controlled substance.
- 6/28/2016- Officers were dispatched to investigate the report of an active disturbance between two females, which resulted in Ofc. McKay arresting Crystal Diaz for Assault and Criminal Mischief.
- 6/30/2016- While serving a warrant, Cpl. Spiller arrested Christopher Salazar for Sexual Assault.
- 7/5/2016- While Officers were investigating a call for fireworks, they located a female in the woods with two males. The investigation concluded with an arrest for possession of marijuana, failure to identify by providing false information, possession of drug paraphernalia, minor in consumption of alcohol, and public intoxication.
- 7/8/2016- After being stopped for expired registration, Ofc. Pelata arrested Darren Campos for Driving While License Invalid with an Alcohol Related Suspension.

TRAINING

- ♦ **“Civilian Response to Active Shooter Events”**
 - Marisa Spencer
- ♦ **“Special Investigative Topics”**
 - Ofc. Sanchez
 - Ofc. Hackenberg
 - Ofc. McKay
 - Ofc. De La Rosa

City of Garden Ridge

Engineer's Update

RIVER CITY ENGINEERING, PLLC

AUGUST 3, 2016

GARRY MONTGOMERY, P.E.

2015 CIP Project Update

- The contractor continues to work on waterline installation along Goldenrod, Sorrel, Timber Rose and Goldenrod Circle.
- The waterline on Osage and Osage Circle is complete and in service.
- We are working with the property owners at the intersection of Forest Waters Circle to secure the required drainage and waterline easements to complete that portion of the project. We met with the property owner July 13 to discuss the acquisition and documents are being prepared.
- The first pay request for the project has been processed. Total \$103,446.90. The project is on schedule and no change orders have been processed.

2015 Well 9 & 10 Site Development

- RCE will deliver 90% plans to City Staff within the next week for review. Once staff has reviewed the plan set we will schedule a workshop to go through any questions, revisions and preference items (i.e. building finishes, fencing, paint, etc.)
- Once the 90% set is approved we will schedule a meeting with CPS to discuss the permanent power for the site.
- We will be sending letters to the residents along FM 3009 in Georg Ranch to provide notice that we will be accessing the utility easement to complete the utility locations and topographic survey within the next week.
- The project remains on schedule and within budget. We will provide an updated cost estimate with the 90% plan set.

2016 CIP Projects and Remaining Funds

Description of projects:

➤ **Park Lane, Park Lane Ct, Valley Park & Doerr Lane**

- RCE has began pulling plats, easement documents and as-builts for these projects. As soon as our base file is prepared we will send a letter to notify residents in this area that our surveyors and utility locators will be in the area for several days completing their portion of the project.

➤ **Naco Loop Waterline**

- RCE is pulling deeds, plats and ROW documents for this project to compile a base file.

2016 Water and Wastewater Master Plans

➤ **Water Master Plan**

- We are preparing a draft update of the 2009 Water Master Plan. We have worked with Royce on identifying future projects to include in the plan and are currently working on connection projections, water use study and projections, and cost estimates. Some of the projects within the Master Plan will not be impact fee eligible, therefore other financing options will need to be explored. The CIP list identifies projects on a 20 year horizon. The impact fee is based on capacities and projects that are required within 10 years. The plan should be updated on a 5 year cycle. LGC Chapter 395 governs what is eligible within the impact fee study.

➤ **Wastewater Master Plan**

- We will have a draft plan prepared within the next two weeks. We will deliver the study to City staff for review and comment prior to submitting a final recommendation to move forward with the impact fee study.

RESOLUTION NO. 392-082016

A RESOLUTION RELATING TO ESTABLISHING THE CITY'S INTENTION TO REIMBURSE ITSELF FOR THE PRIOR LAWFUL EXPENDITURE OF FUNDS FROM THE PROCEEDS OF TAX-EXEMPT OBLIGATIONS TO BE ISSUED BY THE CITY FOR AUTHORIZED PURPOSES; AUTHORIZING OTHER MATTERS INCIDENT AND RELATED THERETO; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City Council (the *Governing Body*) of the City of Garden Ridge, Texas, (the *Issuer*) has entered into or will enter into various contracts pertaining to the expenditure of lawfully available funds of the Issuer to finance the costs associated with (i) constructing, acquiring, purchasing, renovating, equipping, enlarging, and improving the utility system that will be owned, operated, and maintained by the City of Garden Ridge and that is commonly known as the _____ Project, and the purchase of materials, supplies, equipment, land, and rights-of- way for authorized needs and purposes relating to these utility system improvements (the *Construction Costs*), (ii) the payment of various engineering costs, including design testing, design engineering, and construction inspection related to the Construction Costs (the *Engineering Costs*), (iii) the payment of various architectural costs, including preparation of plans and specifications and various other plans and drawings related to the Construction Costs (the *Architectural Costs*), and (iv) the payment of various administrative costs, including the fees of bond counsel, financial advisor, project manager, other professionals, and bond printer (the *Administrative Costs*) [the Construction Costs, the Engineering Costs, the Architectural Costs, and the Administrative Costs collectively constitute the costs of the Issuer's project that is the subject of this Resolution (the *Project*)]; and

WHEREAS, the provisions of Section 1201.042, as amended, Texas Government Code (*Section 1201.042*) provide that the proceeds from the sale of obligations issued to finance the acquisition, construction, equipping, or furnishing of any project or facilities, such as the Project, may be used to reimburse the Issuer for costs attributable to such project or facilities paid or incurred before the date of issuance of such obligations; and

WHEREAS, the United States Department of Treasury (the *Department*) released Regulation Section 1.150-2 (the *Regulations*) which establishes when the proceeds of obligations are spent and therefore are no longer subject to various federal income tax restrictions contained in the Internal Revenue Code of 1986, as amended (the *Code*); and

WHEREAS, the Issuer intends to reimburse itself, within eighteen months from the later of the date of expenditure or the date the property financed is placed in service (but in no event more than three years after the original expenditures are paid), for the prior lawful capital expenditure of funds from the proceeds of one or more series of tax-exempt obligations (the *Obligations*) that the City of Garden currently contemplates issuing in the approximate, aggregate principal amount not to exceed \$_____ to finance a portion of the costs of the Project; and

WHEREAS, under the Regulations, to fund such reimbursement with proceeds of the Obligations, the Issuer must declare its expectation ultimately to make such reimbursement before making the expenditures; and

WHEREAS, the Issuer hereby finds and determines that the reimbursement for the prior expenditure of funds of the Issuer is not inconsistent with the Issuer's budgetary and financial circumstances; and

WHEREAS, the Governing Body hereby finds and determines that the adoption of this Resolution is in the best interests of the citizens of the Issuer; now, therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GARDEN RIDGE,
TEXAS

THAT:

SECTION 1: This Resolution is a declaration of intent to establish the Issuer's reasonable, official intent under section 1.150-2 of the Regulations and Section 1201.042 to reimburse itself from certain of the proceeds of the Obligations for any capital expenditures previously incurred (not more than 60 days prior to the date hereof) or to be incurred with respect to the Project from the Issuer's General Fund or other lawfully available funds of the Issuer.

SECTION 2: The Issuer intends to issue the Obligations and allocate within 30 days after the date of issuance of the Obligations the proceeds therefrom to reimburse the Issuer for prior lawful expenditures with respect to the Project in a manner to comply with the Regulations.

SECTION 3: The reimbursed expenditure will be a type properly chargeable to a capital account (or would be so chargeable with a proper election) under general Federal income tax principles.

SECTION 4: The Issuer intends to otherwise comply, in addition to those matters addressed within this Resolution, with all the requirements contained in the Regulations.

SECTION 5: This Resolution may be relied upon by the appropriate officials at the Office of the Attorney General for the State of Texas and establishes compliance by the Issuer with the requirements of Texas law and the Regulations.

SECTION 6: With respect to the proceeds of the Obligations allocated to reimburse the Issuer for prior expenditures, the Issuer shall not employ an abusive device under Treasury Regulation Section 1.148-10, including using within one year of the reimbursement allocation, the funds corresponding to the proceeds of the Obligations in a manner that results in the creation of "replacement proceeds", as defined in Treasury Regulation Section 1.148-1, of the Obligations or another issue of tax-exempt obligations.

SECTION 7: The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the Governing Body.

SECTION 8: All ordinances and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

SECTION 9: This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

SECTION 10: If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the Governing Body hereby declares that this Resolution would have been enacted without such invalid provision.

SECTION 11: It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, as amended, Texas Government Code.

SECTION 12: This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED, ADOPTED AND APPROVED on this the _____ day of August, 2016.

CITY OF GARDEN RIDGE, TEXAS

Nadine Knaus, Mayor

ATTEST:

Shelley Goodwin, City Secretary

Feike Insurance
City of Garden Ridge
Plan Year 2015-2016
Plan Year 2016-2017

Benefits Cost Breakdown

	Cost 2015	GR Pays	EE Pays	Cost 2016	GR Pays	EE Pays
TML Health Insurance						
P85-50-25-A \$30 OV						
Employee	414.57	414.57	0	422.87	422.87	0
Employee & Children	769.38	414.57	354.61	784.58	422.87	361.71
Employee & Spouse	1,134.57	414.57	720.00	1,157.27	422.87	734.40
Employee & Family	1,296.52	414.57	881.95	1,322.47	422.87	899.60
TML Dental Plan 4						
Employee	26.60	26.60	0	29.01	29.01	0
Employee & Children	57.16	26.60	30.56	63.32	29.01	33.31
Employee & Spouse	62.50	26.60	35.90	68.16	29.01	39.15
Employee & Family	79.74	26.60	53.14	86.95	29.01	57.94
Avesis Vision						
Employee	5.27	5.27	0	NC	NC	NC
Employee & Children	11.07	5.27	5.80	NC	NC	NC
Employee & Spouse	9.22	5.27	3.95	NC	NC	NC
Employee & Family	13.70	5.27	8.43	NC	NC	NC
Met Life Insurance						
Employee Life & AD&D \$25,000	6.02	6.02	0	6.68	6.68	0
Dependent Life \$5,000/2,000	1.09	0	1.09	1.09	0	1.09

This form is for illustration purposes only and is subject to error. NC=No Change

July 27, 2016

To: Mayor Knaus and City Council

From: City Administrator Cain

The 2016 Effective Tax Rate has been calculated for the City of Garden Ridge and said calculation worksheet is attached. The city's total taxable value for the 2016 tax year is \$678,091,842. A summary of the 2016 effective tax rate, 2016 rollback tax rate and 2015 tax rate are as follows:

Effective Tax Rate:

Maintenance and Operation Rate	\$.188187/\$100
Debt Rate	<u>\$.115064/\$100</u>
Total Tax Rate:	\$.294513/\$100
Ad Valorem Revenue General Fund:	\$1,232,897.77

Rollback Tax Rate:

Maintenance and Operation Rate	\$.203241/\$100 (Effective Tax Rate Plus 8%)
Debt Rate	<u>\$.115064/\$100</u>
Total Tax Rate:	\$.318305/\$100
Ad Valorem Revenue General Fund:	\$1,378,160.64

(This will generate an increase in ad valorem revenue in the proposed 2017 budget of \$6,901.64)

Current Tax Rate:

Maintenance and Operation Rate	\$.1918/\$100
Debt Rate	<u>\$.1084/\$100</u>
Total Tax Rate:	\$.3002/\$100

It is recommended that the Rollback Tax Rate of \$.318305 be proposed as the 2016 Tax Rate for the City of Garden Ridge and such proposal has been placed on the City Council agenda. Adoption of the aforementioned proposal begins the tax rate adoption process for which the City will be required to conduct two public hearings on the proposed tax rate prior to adoption of the 2016 Tax Rate. As a reminder a budget must be adopted prior to adoption of a tax rate.

2016 Effective Tax Rate Worksheet

CITY OF GARDEN RIDGE

See pages 13 to 16 for an explanation of the effective tax rate.

1. 2015 total taxable value. Enter the amount of 2015 taxable value on the 2015 tax roll today. Include any adjustments since last year's certification; exclude Section 25.25(d) one-third over-appraisal corrections from these adjustments. This total includes the taxable value of homesteads with tax ceilings (will deduct in line 2) and the captured value for tax increment financing (will deduct taxes in line 14). ¹	\$658,923,128
2. 2015 tax ceilings. Counties, Cities and Junior College Districts. Enter 2015 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other units enter "0" If your taxing units adopted the tax ceiling provision in 2015 or prior year for homeowners age 65 or older or disabled, use this step. ²	\$0
3. Preliminary 2015 adjusted taxable value. Subtract line 2 from line 1.	\$658,923,128
4. 2015 total adopted tax rate.	\$0.300200/\$100
5. 2015 taxable value lost because court appeals of ARB decisions reduced 2015 appraised value. A. Original 2015 ARB values: \$0 B. 2015 values resulting from final court decisions: - \$0 C. 2015 value loss. Subtract B from A. ³	\$0
6. 2015 taxable value, adjusted for court-ordered reductions. Add line 3 and line 5C.	\$658,923,128
7. 2015 taxable value of property in territory the unit deannexed after January 1, 2015. Enter the 2015 value of property in deannexed territory. ⁴	\$34,970
8. 2015 taxable value lost because property first qualified for an exemption in 2015. Note that lowering the amount or percentage of an existing exemption does not create a new exemption or reduce taxable value. If the taxing unit increased an original exemption, use the difference between the original exempted amount and the increased exempted amount. Do not include value lost due to freeport, "goods-in-transit" exemptions. A. Absolute exemptions. Use 2015 market value: \$64,780 B. Partial exemptions. 2016 exemption amount or 2016 percentage exemption times 2015 value: + \$3,770,338 C. Value loss. Add A and B. ⁵	\$3,835,118

1 Tex. Tax Code § 26.012(14)
 2 Tex. Tax Code § 26.012(14)
 3 Tex. Tax Code § 26.012(13)
 4 Tex. Tax Code § 26.012(15)
 5 Tex. Tax Code § 26.012(15)

2016 Effective Tax Rate Worksheet (continued)

CITY OF GARDEN RIDGE

9.	<p>2015 taxable value lost because property first qualified for agricultural appraisal (1-d or 1-d-1), timber appraisal, recreational/scenic appraisal or public access airport special appraisal in 2016. Use only those properties that first qualified in 2016; do not use properties that qualified in 2015.</p> <p>A. 2015 market value: \$0</p> <p>B. 2016 productivity or special appraised value: - \$0</p> <p>C. Value loss. Subtract B from A.⁶ \$0</p>	
10.	Total adjustments for lost value. Add lines 7, 8C and 9C.	\$3,870,088
11.	2015 adjusted taxable value. Subtract line 10 from line 6.	\$655,053,040
12.	Adjusted 2015 taxes. Multiply line 4 by line 11 and divide by \$100.	\$1,966,469
13.	Taxes refunded for years preceding tax year 2015. Enter the amount of taxes refunded by the taxing unit for tax years preceding tax year 2015. Types of refunds include court decisions, Tax Code § 25.25(b) and (c) corrections and Tax Code § 31.11 payment errors. Do not include refunds for tax year 2015. This line applies only to tax years preceding tax year 2015. ⁷	\$2,697
14.	Taxes in tax increment financing (TIF) for tax year 2015. Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the unit has no 2016 captured appraised value in Line 16D, enter "0". ⁸	\$0
15.	Adjusted 2015 taxes with refunds and TIF adjustment. Add lines 12 and 13, subtract line 14. ⁹	\$1,969,166
16.	<p>Total 2016 taxable value on the 2016 certified appraisal roll today. This value includes only certified values and includes the total taxable value of homesteads with tax ceilings (will deduct in line 18). These homesteads includes homeowners age 65 or older or disabled.¹⁰</p> <p>A. Certified values only: \$672,080,318</p> <p>B. Counties: Include railroad rolling stock values certified by the Comptroller's office: + \$0</p>	

6 Tex. Tax Code § 26.012(15)

7 Tex. Tax Code § 26.012(13)

8 Tex. Tax Code § 26.03(c)

9 Tex. Tax Code § 26.012(13)

10 Tex. Tax Code § 26.012(15)

2016 Effective Tax Rate Worksheet (continued)

CITY OF GARDEN RIDGE

16. (cont.)	<p>C. Pollution control exemption: Deduct the value of property exempted for the current tax year for the first time as pollution control property:</p> <p style="text-align: right;">- \$0</p> <p>D. Tax increment financing: Deduct the 2016 captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the 2016 taxes will be deposited into the tax increment fund. Do not include any new property value that will be included in line 21 below.¹¹</p> <p style="text-align: right;">- \$0</p> <p>E. Total 2016 value. Add A and B, then subtract C and D.</p> <p style="text-align: right;">\$672,080,318</p>	
17.	<p>Total value of properties under protest or not included on certified appraisal roll.¹²</p> <p>A. 2016 taxable value of properties under protest. The chief appraiser certifies a list of properties still under ARB protest. The list shows the appraisal district's value and the taxpayer's claimed value, if any or an estimate of the value if the taxpayer wins. For each of the properties under protest, use the lowest of these values. Enter the total value.¹³</p> <p style="text-align: right;">\$6,011,524</p> <p>B. 2016 value of properties not under protest or included on certified appraisal roll. The chief appraiser gives taxing units a list of those taxable properties that the chief appraiser knows about but are not included at appraisal roll certification. These properties also are not on the list of properties that are still under protest. On this list of properties, the chief appraiser includes the market value, appraised value and exemptions for the preceding year and a reasonable estimate of the market value, appraised value and exemptions for the current year. Use the lower market, appraised or taxable value (as appropriate). Enter the total value.¹⁴</p> <p style="text-align: right;">+ \$0</p>	

11 Tex. Tax Code § 26.03(c)

12 Tex. Tax Code § 26.01(c)

13 Tex. Tax Code § 26.04 and 26.041

14 Tex. Tax Code § 26.04 and 26.041

2016 Effective Tax Rate Worksheet (continued)

CITY OF GARDEN RIDGE

17. (cont.)	C. Total value under protest or not certified. Add A and B.	\$6,011,524
18.	2016 tax ceilings. Counties, cities and junior colleges enter 2016 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter "0". If your taxing units adopted the tax ceiling provision in 2015 or prior year for homeowners age 65 or older or disabled, use this step. ¹⁵	\$0
19.	2016 total taxable value. Add lines 16E and 17C. Subtract line 18.	\$678,091,842
20.	Total 2016 taxable value of properties in territory annexed after January 1, 2008. Include both real and personal property. Enter the 2016 value of property in territory annexed. ¹⁶	\$0
21.	Total 2016 taxable value of new improvements and new personal property located in new improvements. New means the item was not on the appraisal roll in 2015. An improvement is a building, structure, fixture or fence erected on or affixed to land. New additions to existing improvements may be included if the appraised value can be determined. New personal property in a new improvement must have been brought into the taxing unit after January 1, 2015 and be located in a new improvement. New improvements do include property on which a tax abatement agreement has expired for 2016. ¹⁷	\$9,476,034
22.	Total adjustments to the 2016 taxable value. Add lines 20 and 21.	\$9,476,034
23.	2016 adjusted taxable value. Subtract line 22 from line 19.	\$668,615,808
24.	2016 effective tax rate. Divide line 15 by line 23 and multiply by \$100. ¹⁸	\$0.294513/\$100
25.	COUNTIES ONLY. Add together the effective tax rates for each type of tax the county levies. The total is the 2016 county effective tax rate. ¹⁹	\$/\$100

15 Tex. Tax Code § 26.012(6)

16 Tex. Tax Code § 26.012(17)

17 Tex. Tax Code § 26.012(17)

18 Tex. Tax Code § 26.04(c)

19 Tex. Tax Code § 26.04(d)

A county, city or hospital district that adopted the additional sales tax in November 2015 or in May 2016 must adjust its effective tax rate. *The Additional Sales Tax Rate Worksheet* on page 39 sets out this adjustment. Do not forget to complete the *Additional Sales Tax Rate Worksheet* if the taxing unit adopted the additional sales tax on these dates.

2016 Rollback Tax Rate Worksheet

CITY OF GARDEN RIDGE

See pages 17 to 21 for an explanation of the rollback tax rate.

26.	2015 maintenance and operations (M&O) tax rate.	\$0.191800/\$100
27.	2015 adjusted taxable value. Enter the amount from line 11.	\$655,053,040
28.	<p>2015 M&O taxes.</p> <p>A. Multiply line 26 by line 27 and divide by \$100. \$1,256,391</p> <p>B. Cities, counties and hospital districts with additional sales tax: Amount of additional sales tax collected and spent on M&O expenses in 2015. Enter amount from full year's sales tax revenue spent for M&O in 2015 fiscal year, if any. Other units, enter "0." Counties exclude any amount that was spent for economic development grants from the amount of sales tax spent. + \$0</p> <p>C. Counties: Enter the amount for the state criminal justice mandate. If second or later year, the amount is for increased cost above last year's amount. Other units, enter "0." + \$0</p> <p>D. Transferring function: If discontinuing all of a department, function or activity and transferring it to another unit by written contract, enter the amount spent by the unit discontinuing the function in the 12 months preceding the month of this calculation. If the unit did not operate this function for this 12-month period, use the amount spent in the last full fiscal year in which the unit operated the function. The unit discontinuing the function will subtract this amount in H below. The unit receiving the function will add this amount in H below. Other units, enter "0." +/- \$0</p>	

2016 Rollback Tax Rate Worksheet (continued)

CITY OF GARDEN RIDGE

<p>28. (cont.)</p>	<p>E. Taxes refunded for years preceding tax year 2015: Enter the amount of M&O taxes refunded during the last budget year for tax years preceding tax year 2015. Types of refunds include court decisions, Section 25.25(b) and (c) corrections and Section 31.11 payment errors. Do not include refunds for tax year 2015. This line applies only to tax years preceding tax year 2015.</p> <p style="text-align: right;">+ \$1,857</p> <p>F. Enhanced indigent health care expenditures: Enter the increased amount for the current year's enhanced indigent health care expenditures above the preceding tax year's enhanced indigent health care expenditures, less any state assistance.</p> <p style="text-align: right;">+ \$0</p> <p>G. Taxes in tax increment financing (TIF): Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the unit has no 2016 captured appraised value in Line 16D, enter "0."</p> <p style="text-align: right;">- \$0</p> <p>H. Adjusted M&O Taxes. Add A, B, C, E and F. For unit with D, subtract if discontinuing function and add if receiving function. Subtract G.</p> <p style="text-align: right;">\$1,258,248</p>	
<p>29.</p>	<p>2016 adjusted taxable value. Enter line 23 from the Effective Tax Rate Worksheet.</p>	<p>\$668,615,808</p>
<p>30.</p>	<p>2016 effective maintenance and operations rate. Divide line 28H by line 29 and multiply by \$100.</p>	<p>\$0.188187/\$100</p>
<p>31.</p>	<p>2016 rollback maintenance and operation rate. Multiply line 30 by 1.08. (See lines 49 to 52 for additional rate for pollution control expenses.</p>	<p>\$0.203241/\$100</p>

2016 Rollback Tax Rate Worksheet (continued)

CITY OF GARDEN RIDGE

32.	<p>Total 2016 debt to be paid with property taxes and additional sales tax revenue.</p> <p>"Debt" means the interest and principal that will be paid on debts that:</p> <ul style="list-style-type: none"> (1) are paid by property taxes, (2) are secured by property taxes, (3) are scheduled for payment over a period longer than one year and (4) are not classified in the unit's budget as M&O expenses. <p>A: Debt also includes contractual payments to other taxing units that have incurred debts on behalf of this taxing unit, if those debts meet the four conditions above. Include only amounts that will be paid from property tax revenue. Do not include appraisal district budget payments. List the debt in Schedule B: Debt Service.</p> <p style="text-align: right;">\$780,244</p> <p>B: Subtract unencumbered fund amount used to reduce total debt.</p> <p style="text-align: right;">-\$0</p> <p>C: Subtract amount paid from other resources.</p> <p style="text-align: right;">-\$0</p> <p>D: Adjusted debt. Subtract B and C from A.</p> <p style="text-align: right;">\$780,244</p>	
33.	<p>Certified 2015 excess debt collections. Enter the amount certified by the collector.</p>	\$0
34.	<p>Adjusted 2016 debt. Subtract line 33 from line 32.</p>	\$780,244
35.	<p>Certified 2016 anticipated collection rate. Enter the rate certified by the collector. If the rate is 100 percent or greater, enter 100 percent.</p>	100.000000%
36.	<p>2016 debt adjusted for collections. Divide line 34 by line 35.</p>	\$780,244
37.	<p>2016 total taxable value. Enter the amount on line 19.</p>	\$678,091,842
38.	<p>2016 debt tax rate. Divide line 36 by line 37 and multiply by \$100.</p>	\$0.115064/\$100
39.	<p>2016 rollback tax rate. Add lines 31 and 38.</p>	\$0.318305/\$100
40.	<p>COUNTIES ONLY. Add together the rollback tax rates for each type of tax the county levies. The total is the 2016 county rollback tax rate.</p>	\$/\$100

A taxing unit that adopted the additional sales tax must complete the lines for the *Additional Sales Tax Rate*. A taxing unit seeking additional rollback protection for pollution control expenses completes the *Additional Rollback Protection for Pollution Control*.

Additional Sales Tax Rate Worksheet CITY OF GARDEN RIDGE

41.	Units that adopted the sales tax in August or November 2015, or in January or May 2016. Enter the Comptroller's estimate of taxable sales for the previous four quarters. Units that adopted the sales tax before August 2015, skip this line.	\$0
42.	<p>Estimated sales tax revenue. Counties exclude any amount that is or will be spent for economic development grants from the amount of estimated sales tax revenue.</p> <p>UNITS THAT ADOPTED THE SALES TAX IN AUGUST OR NOVEMBER 2015, OR IN JANUARY OR MAY 2016. Multiply the amount on line 41 by the sales tax rate (.01, .005, or .0025, as applicable) and multiply the result by .95.</p> <p style="text-align: center;">-OR-</p> <p>UNITS THAT ADOPTED THE SALES TAX BEFORE AUGUST 2015. Enter the sales tax revenue for the previous four quarters. Do not multiply by .95.</p>	\$0
43.	2016 total taxable value. Enter the amount from line 37 of the <i>Rollback Tax Rate Worksheet</i> .	\$678,091,842
44.	Sales tax adjustment rate. Divide line 42 by line 43 and multiply by \$100.	\$0.000000/\$100
45.	2016 effective tax rate, unadjusted for sales tax. Enter the rate from line 24 or 25, as applicable, on the <i>Effective Tax Rate Worksheet</i> .	\$0.294513/\$100
46.	<p>2016 effective tax rate, adjusted for sales tax.</p> <p>UNITS THAT ADOPTED THE SALES TAX IN AUGUST OR NOVEMBER 2015, OR IN JANUARY OR MAY 2016. Subtract line 45 from line 46.</p> <p style="text-align: center;">-OR-</p> <p>UNITS THAT ADOPTED THE SALES TAX BEFORE AUGUST 2015. Enter line 46, do not subtract.</p>	\$0.294513/\$100
47.	2016 rollback tax rate, unadjusted for sales tax. Enter the rate from line 39 or 40, as applicable, of the rollback tax rate worksheet.	\$0.318305/\$100
48.	2016 rollback tax rate, adjusted for sales tax. Subtract line 44 from line 47.	\$0.318305/\$100

If the additional sales tax rate increased or decreased from last year, contact the Comptroller's office for special instructions on calculating the sales tax projection for the first year after the rate change.

Additional Rollback Protection for Pollution Control Worksheet CITY OF GARDEN RIDGE

49.	Certified expenses from TCEQ. Enter the amount certified in the determination letter from TCEQ. The taxing unit shall provide its assessor with a copy of the letter. See Part 3, the Rollback Rate, for more details.	\$0
50.	2016 total taxable value. Enter the amount from line 37 of the <i>Rollback Tax Rate Worksheet</i> .	\$678,091,842
51.	Additional rate for pollution control. Divide line 49 by line 50 and multiply by 100.	\$0.000000/\$100
52.	2016 rollback tax rate, adjusted for pollution control. Add line 51 to one of the following lines (as applicable): line 39, line 40 (counties) or line 48 (units with the additional sales tax).	\$0.318305/\$100

**2016 Notice of Effective Tax Rate
Worksheet for Calculation of Tax Increase/Decrease**

Entity Name: CITY OF GARDEN RIDGE

Date: 07/26/2016

1. 2015 taxable value, adjusted for court-ordered reductions. Enter line 6 of the Effective Tax Rate Worksheet.	\$658,923,128
2. 2015 total tax rate. Enter line 4 of the Effective Tax Rate Worksheet.	0.300200
3. Taxes refunded for years preceding tax year 2015. Enter line 13 of the Effective Tax Rate Worksheet.	\$2,697
4. Last year's levy. Multiply Line 1 times Line 2 and divide by 100. To the result, add Line 3.	\$1,980,784
5. 2016 total taxable value. Enter Line 19 of the Effective Tax Rate Worksheet.	\$678,091,842
6. 2016 effective tax rate. Enter line 24 of the Effective Tax Rate Worksheet or Line 47 of the Additional Sales Tax Rate Worksheet.	0.294513
7. 2016 taxes if a tax rate equal to the effective tax rate is adopted. Multiply Line 5 times Line 6 and divide by 100.	\$1,997,069
8. Last year's total levy. Sum of line 4 for all funds.	\$1,980,784
9. 2016 total taxes if a tax rate equal to the effective tax rate is adopted. Sum of line 7 for all funds.	\$1,997,069
10. Tax Increase (Decrease). Subtract Line 8 from Line 9.	\$16,285

Tax Levy: This is calculated by taking the adjusted taxable value (line 19 of Effective Tax Rate Worksheet), multiplying by the appropriate rate, such as the Effective Tax Rate and dividing by 100.

For School Districts: This is calculated by taking the adjusted taxable value (line 34 of the Rollback Tax Rate Worksheet), multiplying by the appropriate rate, dividing by 100 and then adding this year's frozen tax levy on homesteads of the elderly.

Additional Levy Last Year: This is calculated by taking Last Year's taxable value (line 3 of Effective Tax Rate Worksheet), multiplying by Last Year's tax rate (line 4 of Effective Tax Rate Worksheet) and dividing by 100.

For School Districts: This is calculated by taking Last Year's taxable value, subtracting Last Year's taxable value for the elderly, multiplying by Last Year's tax rate, dividing by 100 and adding Last Year's tax ceiling.

Additional Levy This Year: This is calculated by taking the current adjusted taxable value, multiplying by the Effective Tax Rate and dividing by 100.

For School Districts: This is calculated by taking the adjusted taxable value (line 34 of the Rollback Tax Rate Worksheet), multiplying by the Effective Tax Rate, dividing by 100 and adding This Year's tax ceiling.

COUNTIES ONLY: All figures in this worksheet include ALL County Funds. Tax Levy amounts are the sum of each Fund's Taxable Value X each Fund's Tax Rate.

CITY OF GARDEN RIDGE Tax Rate Recap for 2016 Tax Rates

Description of Rate	Tax Rate Per \$100	Tax Levy This is calculated using the Total Adjusted Taxable Value (line 19) of the Effective Tax Rate Worksheet	Additional Tax Levy Compared to last year's tax levy of 1,978,087	Additional Tax Levy Compared to effective tax rate levy of 1,997,069
Last Year's Tax Rate	0.300200	\$2,035,632	\$57,544	\$38,563
Effective Tax Rate	0.294513	\$1,997,069	\$18,981	\$0
Notice & Hearing Limit*	0.294513	\$1,997,069	\$18,981	\$0
Rollback Tax Rate	0.318305	\$2,158,400	\$180,313	\$161,332
Proposed Tax Rate	0.000000	\$0	\$-1,978,087	\$-1,997,069

Effective Tax Rate Increase in Cents per \$100

0.00	0.294513	1,997,069	18,981	0
0.50	0.299513	2,030,973	52,886	33,905
1.00	0.304513	2,064,878	86,791	67,809
1.50	0.309513	2,098,782	120,695	101,714
2.00	0.314513	2,132,687	154,600	135,618
2.50	0.319513	2,166,592	188,504	169,523
3.00	0.324513	2,200,496	222,409	203,428
3.50	0.329513	2,234,401	256,314	237,332
4.00	0.334513	2,268,305	290,218	271,237
4.50	0.339513	2,302,210	324,123	305,141
5.00	0.344513	2,336,115	358,027	339,046
5.50	0.349513	2,370,019	391,932	372,951
6.00	0.354513	2,403,924	425,837	406,855
6.50	0.359513	2,437,828	459,741	440,760
7.00	0.364513	2,471,733	493,646	474,664
7.50	0.369513	2,505,638	527,550	508,569
8.00	0.374513	2,539,542	561,455	542,473
8.50	0.379513	2,573,447	595,359	576,378
9.00	0.384513	2,607,351	629,264	610,283
9.50	0.389513	2,641,256	663,169	644,187
10.00	0.394513	2,675,160	697,073	678,092
10.50	0.399513	2,709,065	730,978	711,996
11.00	0.404513	2,742,970	764,882	745,901
11.50	0.409513	2,776,874	798,787	779,806
12.00	0.414513	2,810,779	832,692	813,710
12.50	0.419513	2,844,683	866,596	847,615
13.00	0.424513	2,878,588	900,501	881,519
13.50	0.429513	2,912,493	934,405	915,424
14.00	0.434513	2,946,397	968,310	949,329
14.50	0.439513	2,980,302	1,002,215	983,233

- *Notice & Hearing Limit Rate: This is the highest tax rate that may be adopted without notices and a public hearing. It is the lower of the rollback tax rate or the effective tax rate.
- School Districts: The school tax rate limit is \$1.50 for M&O, plus \$0.50 for 'New' debt plus a rate for 'Old' debt. 'Old' debt is debt authorized to be issued at an election held on or before April 1, 1991, and issued before September 1, 1992. All other debt is 'New' debt.

2016 Property Tax Rates in CITY OF GARDEN RIDGE

This notice concerns 2016 property tax rates for CITY OF GARDEN RIDGE. It presents information about three tax rates. Last year's tax rate is the actual rate the taxing unit used to determine property taxes last year. This year's *effective* tax rate would impose the same total taxes as last year if you compare properties taxed in both years. This year's *rollback* tax rate is the highest tax rate the taxing unit can set before taxpayers can start tax rollback procedures. In each case these rates are found by dividing the total amount of taxes by the tax base (the total value of taxable property) with adjustments as required by state law. The rates are given per \$100 of property value.

Last year's tax rate:

Last year's operating taxes	\$1,256,392
Last year's debt taxes	\$710,077
Last year's total taxes	\$1,966,469
Last year's tax base	\$655,053,040
Last year's total tax rate	0.300200/\$100

This year's effective tax rate:

Last year's adjusted taxes (after subtracting taxes on lost property)	\$1,969,166
÷ This year's adjusted tax base (after subtracting value of new property)	\$668,615,808
= This year's effective tax rate	0.294513/\$100

This year's rollback tax rate:

Last year's adjusted operating taxes (after subtracting taxes on lost property and adjusting for any transferred function, tax increment financing, state criminal justice mandate and/or enhanced indigent health care expenditures)	\$1,258,248
÷ This year's adjusted tax base	\$668,615,808
= This year's effective operating rate	0.188187/\$100
× 1.08 = this year's maximum operating rate	0.203241/\$100
+ This year's debt rate	0.115064/\$100
= This year's rollback rate	0.318305/\$100

Statement of Increase/Decrease

If CITY OF GARDEN RIDGE adopts a 2016 tax rate equal to the effective tax rate of 0.294513 per \$100 of value, taxes would increase compared to 2015 taxes by \$ 16,285.

This notice contains a summary of actual effective and rollback tax rates' calculations. You can inspect a copy of the full calculations at 205 N Seguin Ave, New Braunfels , TX 78130.

Name of person preparing this notice: Cathy C. Talcott, PCC

Title: Cathy C Talcott, PCC

Date prepared: July 25, 2016

PROPOSED 2017 BUDGET AND 2016 TAX RATE CALENDAR
Revised July 28, 2016

July 15	Proposed 2017 Budget provided to Council
July 20	Special Council meeting: Budget Worksession #1 Begin @ 2:30
July 22	Appraisal District submits 2016 Certified Values
July 25	Special Council meeting: Budget Worksession #2 Begin @ 2:30 File proposed 2017 Budget with City Secretary
August 2	Comal County Tax Office calculates and submits 2016 tax rate
August 3	Regular City Council meeting Approve Tax Rate Proposal
August 2	Publish Notice of Budget Public Hearing on 2017 Budget
August 10	Special City Council meeting: CANCELLED
August 14	Publish Notice of 2016 Tax Year Proposed Property Tax Rate and Public Hearings
August 17	Special City Council Meeting: (6 p.m.) Budget Public Hearing on the proposed 2017 Budget Possible adoption of 2017 Budget 1 st Tax Rate Public Hearing on 2016 tax rate proposal
August 28	Publish Notice of Tax Rate adoption meeting
August 29	Special City Council Meeting: (6 p.m.) 2 nd Tax Rate Public Hearing on 2016 tax rate proposal Possible adoption of 2017 Budget (if not adopted on August 22)
September 7	Regular City Council Meeting: Adopt 2017 Budget (if not adopted on August 22 or August 29) Adopt 2016 Tax Rate
September 8	Submit 2016 Tax Rate ordinance to Comal County Tax Office
September 16	File 2017 Budget with Comal County Clerk's Office

This is a proposed calendar for the budget and tax rate process. The budget and tax rate adoption process have strict timelines that must be observed to avoid having to begin the process over. Those timelines have been coordinated with City Council Event calendar. Highlighted dates or items reflect a change or addition to the previous calendar.

Not more than one meter can be supplied to any one building unless an entire separate piping system and separate service connections are provided by the owner of the building, and each meter shall constitute a separate contract, and pay at least the monthly minimum prescribed by this Ordinance.

SECTION 14-- WATER METERS (GENERAL)

14.01 -- ALL WATER SHALL BE MEASURED BY METERS.

All water furnished by the Water Department to its customers shall be measured by a meter and all meters shall conform to Water Department specifications as to size and type.

All water meters connected to the Water Department system are the property of the Water Department. Meters are not owned by the customer whose residence or business served by the meter. The Water Department shall keep all meters owned by it in repair, without expense to the customer, except that the property owner will be charged for meters, boxes and materials damaged or destroyed through the act of negligence, or carelessness of the owner or occupant and for labor costs incurred in reestablishing service.

14.02 -- ONLY ONE CONSUMER CAN PURCHASE WATER THROUGH A SINGLE METER.

Not more than one consumer shall purchase water through any single meter without the consent of the Water Department unless single metering is authorized for more than one unit of occupancy and provided that responsibility for payment of all water services for the single-meter billing is assumed by the single property owner. In cases where single metering is to be used for more than single-unit occupancy and where one of those occupancies requires a higher water use than a single-family residence, a meter sufficient in size to meet the total requirements will be required. The size of the meter will be determined by the Water Department at the time of request for service.

14.03 -- READING METERS BY CUSTOMER.

As a general policy, each customer meter will be read once a month by the Water Department. Under special circumstances and upon approval by the Water Commission, a customer may be authorized to read his/her meter provided the reading is returned to the Water Department in time to effect billing in the normal, established billing cycle.

If a customer is authorized to effect his/her own meter reading, the meter will be read as nearly as possible on the corresponding day of the month, each month, but may be read other than on monthly intervals if circumstances warrant and authorization is received from the Water Commission.

14.04 -- ESTIMATED BILLINGS DUE TO OBSTRUCTION OF ACCESS TO A METER.

If easy access to a water meter is obstructed in any manner whatsoever by a customer, or if entrance to the premises is made dangerous by a vicious animal or otherwise, thereby preventing a meter reader from procuring a reading of the meter, the charges may be estimated for an amount not to exceed double the normal charge. It is further provided that in case the customer does not remedy the condition or should the customer refuse to pay the estimated bill, the Water Department shall have the right to discontinue water services without further notice and service shall not be resumed until the conditions complained of have been remedied and all charges for water service have been paid.

14.05 -- ESTIMATED BILLINGS DUE TO METER FAILURE.

If a meter fails to register the water actually consumed by reason of the register or meter being out of order, the Water Department shall assess the minimum water bill charges to the customer until the defective meter is repaired or replaced.

14.06 -- METER TEST ON REQUEST OF THE CUSTOMER.

Upon request of a customer, the Water Department shall test the accuracy of the customer's meter. The test shall be made at the Water Department's test facility. If it is found that the meter does not register in error more than two (2) percent fast, the customer shall pay the amount as set forth in Section 25.05(i) for making the test and no adjustment of the charges shall be made. If the meter should register more than two (2) percent fast, the consumer shall pay no fee for the meter test and the Water Department shall make appropriate adjustments in the water service charges. Following the completion of any required test, the Water Department shall promptly advise the customer of the date of removal of the meter, and date of the test, the result of the test, and who made the test.

14.07 -- ADJUSTMENT TO BILL FOR FAST METER, CUSTOMER LEAKS, ETC.

- a. **Fast Meter:** Whenever any meter tested by the Water Department is found to have an average error of more than two (2) percent fast (in the Water Department's favor), a refund or credit will be issued to the customer for an overcharge

based upon previous usage. An overcharge will not be adjusted for a time period longer than three months prior to the testing and only to the present meter owner.

- b. Non-Registering Meter: When a meter is found not to register for any period, unless bypassed or tampered with, the Water Department shall assess the minimum water bill charges to the customer for the billing period and will take immediate action to repair or replace the defective meter.
- c. Adjustments for any water bill, for any reason, must be applied for no more than three months from the billing date of the bill in question.

14.08 -- RE-READING OF METERS.

The Water Department will re-read a customer's meter upon request of the customer. If the reading is determined to be in error, the Water Department will make the necessary adjustment. No charge is made for re-reading the meter unless the Water Department determines that there is no basis for such requested re-reading.

SECTION 15 -- CROSS CONNECTION CONTROL

15.01 -- GENERAL POLICY.

a. PURPOSE

- (1) To protect the public potable water supply of the City of Garden Ridge, Texas from the possibility of contamination or pollution by isolating within the customer's internal distribution system(s) or the customer's private water system(s) such contaminants or pollutants that could backflow into the public water system.
- (2) To promote the elimination or control of existing cross connections, actual or potential, between the customer's inplant potable water system(s) and non-potable water systems, plumbing fixtures, and industrial piping systems.
- (3) To provide for the maintenance of a continuing program of cross-connection control that will systematically and effectively prevent the contamination or pollution of all potable water systems.

- b. RESPONSIBILITY. The Water System Manager shall be responsible for the protection of the public potable water distribution system from contamination or pollution due to the backflow of contaminants or pollutants through the water service connection. If, in the judgment of said System Manager an approved backflow prevention assembly is required at the customer's water service connection; or, within the customer's private water system for the safety of the water system, the System Manager or his/her designated agent shall give notice in writing to said customer to install such an approved backflow prevention assembly(s) at his/her own expense; and, failure, refusal, or inability on the part of the customer to install, have tested, and maintain said assembly(s) shall constitute grounds for discontinuing water service to the premises until such requirements have been satisfactorily met.

15.02 -- DEFINITIONS.

APPROVAL. Accepted by the authority responsible as meeting an applicable specification stated or cited in this section as suitable for the proposed use.

AUXILIARY WATER SUPPLY. Any water supply on or available to the premises other than the purveyor's approved public water supply. These auxiliary waters may include water from other purveyor's public potable water supply or any natural source(s), such as a well, spring, river, stream, harbor, and so forth; used waters; or industrial fluids. These waters may be contaminated or polluted, or they may be objectionable and constitute an acceptable water source over which the water purveyor does not have sanitary control.

BACKFLOW. The undesirable reversal of flow in a potable water distribution system as a result of a cross connection.

BACKFLOW PREVENTER. An assembly or means designed to prevent backflow.

- (1) Air gap The unobstructed vertical distance through the free atmosphere between the lowest opening from any pipe or faucet conveying water or waste to a tank, plumbing fixture, receptor, or other assembly and the flood level rim of the receptacle. These vertical, physical separations must be at least twice the diameter of the water supply outlet, never less than one (1) inch (25mm).
- (2) Reduced-pressure backflow prevention assembly. The approved reduced-pressure principle backflow-prevention assembly consists of two (2) independently acting approved check

City of Garden Ridge Strategic Plan



2017-2021

The Process



- ❧ Met during the spring of 2016
- ❧ Used traditional strategic planning process of
 - ❧ Visioning
 - ❧ Planning Matrix Identification
 - ❧ Process Identification
 - ❧ Stakeholder Identification
 - ❧ Financial Environment Assessment
 - ❧ People/Personnel Identification
 - ❧ SWOTs (Strengths, Weaknesses, Opportunities and Threats) Analysis
 - ❧ Strategies and Coherent Actions

The Vision



- ☞ Council discussed attributes that make Garden Ridge what it is today and what we want to see in the future
- ☞ Council affirmed that all future actions taken by the Council and staff should be consistent with this Vision
- ☞ Council reaffirmed the City's Motto/Vision Statement as

A way of life, not just a place to live

SWOTs Analysis

(selected items)



Internal Strengths

- ❧ Financial strength
- ❧ Dedicated staff and volunteers
- ❧ Hill Country environment
- ❧ Demographics
- ❧ Desire to maintain the personal touch with citizens

Internal Weaknesses

- ❧ Small staff
- ❧ Long term financial challenges as City reaches residential build out
- ❧ Increasing demand for information and services from our citizens

SWOTs Analysis

(selected items)



External Opportunities

- ∞ Growth of surrounding cities - spur growth in Garden Ridge
- ∞ "Greenfield" condition of commercial development

External Threats

- ∞ Growth of surrounding cities - incompatible development
- ∞ Legislative actions limiting financial options
- ∞ Lack of middle and high schools nearby
- ∞ Growth in traffic

Strategy #1 - Planning



∞ Diagnosis

- ∞ Current development plans for the City are in need of updating to ensure the long term economic growth and development of the City and long term financial models for the City need to be developed.

∞ Guiding Policy

- ∞ Long range planning is critical to the growth and development of the City. Plans should be updated regularly and kept current and new planning models should be developed.

Strategy #1 - Planning



Coherent Actions

- Develop a long range financial planning forecast
- Complete work and approve a new long range Master Land Use Plan
- Update the City's Land Use and Development Ordinances in accordance with the Master Plan
- Develop a Unified Development Code to facilitate development
- Develop and implement a Sewer System Master Plan
- Develop and implement a Sewer System funding plan including Impact Fees
- Update the City's Water Master Plan and associated Impact Fees
- Update the City's Transportation Master Plan (including a street survey/assessment) and associated Impact Fees
- Update the City's Drainage Master Plan and associated Impact Fees
- Develop an infrastructure assessment program to evaluate various infrastructure of the City for aging, failure rates, etc.

Strategy #2 – Revenue Growth

∞ Diagnosis

- ∞ The City currently relies heavily on the growth of residential property valuation and property tax rates to provide the services demanded by its citizens. Exclusive of the Quarry property, the City is close to residential “full build out”. There is legislation under development which will limit the ability of cities to raise property taxes.

∞ Guiding Policy

- ∞ The City should pursue avenues to grow its commercial tax base (both property tax and sales tax) and should oppose further state restrictions on the City’s ability to raise taxes to fund the services demanded by its citizens.

Strategy #3 – Development



∞ Diagnosis

- ∞ Current development adjacent to the City is viewed as incompatible and inconsistent with the desired development of the City. There is concern that additional incompatible and inconsistent development will occur.

∞ Guiding Policy

- ∞ The City should pursue actions which will “buffer” the City from incompatible uses.

Strategy #3 – Development



Coherent Actions

- Begin discussions with adjacent cities to acquire additional ETJ adjacent to the City
- Include “buffer zones” adjacent to City in all land use master plans

Strategy #4 – Public Spaces



∞ Diagnosis

- ∞ The demographics of the City are changing with younger families and children. There is an increasing need for high schools and middle schools in close proximity to the City. There is an increasing demand for park land, and public facilities that are walkable and “bike-able”.

∞ Guiding Policy

- ∞ The City should take steps to develop plans which incorporate new schools, more public spaces and other amenities demanded by the changing demographics.

Strategy #4 – Public Spaces



Coherent Actions

- Work with CISD to encourage the construction of a high school and a middle school in close proximity to the City
- Develop and implement a Parks Master Plan
- Include walkable and “bike-able” features in the Land Use Master Plan
- Modify land use and development ordinances to require walkable and “bike-able” features and park land in subdivision developments
- Develop a Master Plan for the Library
- Develop a plan for the long term viability of the Community Center

Strategy #5 – Personnel



∞ Diagnosis

- ∞ The City and society are changing. Existing City policies and procedures are in need of updating to keep pace with these changes. Societal factors are changing the makeup of the employees and the expectations of our citizens.

∞ Guiding Policy

- ∞ The City should develop internal systems, processes and staffing levels which will attract and retain qualified personal who are dedicated to the citizens they serve.

Strategy #5 – Personnel



Coherent Actions

- Update the overall personnel policy manual
- Implement recommendations of the police organizational assessment
- Update the police department personnel policy manual
- Complete a “short-term” staffing model and salary assessment including space and equipment consistent with budget limitations
- Participate in or create a limited scope salary survey to insure competitiveness in the marketplace
- Develop a long range personnel plan including a review of job positions and descriptions, assessment of various compensation programs, succession planning, etc.

Strategy #6 – Technology



∞ Diagnosis

- ∞ Society is changing and our citizens are demanding faster response times, lower cost and greater input into the process. Current technology systems and processes are not easily scalable to meet this increased demand.

∞ Guiding Policy

- ∞ The City should develop processes and procedures which encourage input from citizens and utilize the latest technologies.

Strategy #6 – Technology



Coherent Actions

- Develop a long range technology plan for the City which includes review of existing systems, adequacy of systems and scalability of systems
- Develop a plan for updating the Council Chamber audio/video system to include current technology
- Develop a plan for the development of a less time consuming process for agenda tracking and development
- Develop a study to identify process areas that need process reengineering to improve performance and reduce unit costs

Council Ideas/Suggestions List by Category

Updated: July 27, 2016

Ongoing items

Items	Status	Completed Council Approval
1. Issues with 2013 CIP project		
a. Warranty issues –		
i. Letter to contractor	sent	
ii. Meeting with contractor	March 24, 2016	
iii. Status of repairs/corrections	Ongoing and to be completed by May 10	
2. Concealed handguns (Councilman Thompson)		
a. Letter/contact with Judge	Presented at May 5, 2016 Council meeting	Completed-Awaiting Councilman Thompson's approval
b. Cost of wands or other monitoring devices	Presented at May 5, 2016 Council meeting Included in FY 2016 Budget Amendment #1	Completed-Awaiting Councilman Thompson's approval
3. Sewer Along 2252 (Councilman Lantzy)	City Council, City Engineer, staff, City Attorney, Financial Advisor continue gathering information, discussions and study. Continue as Executive Session item monthly until ready for Council action 6/15/16-City Council authorized staff to move forward with aspects of project Reimbursement Resolution to City Council August 3, 2016 with Council decision on whether to include water line extension on Naco	

	Loop as part of project	
4. iPerl Meter Installation and registration questions (Councilman Trial)	<p>IPerl meter installation ongoing Audit of 80 random iPerl meters ongoing (in 2nd month) Sensus software update complete Tablets utilized for meter reading in April Audit results will be presented to Council upon completion</p> <p>Working with Sensus on review of Iperl meter readings and billings</p>	
5. Personnel Policy (Mayor Knaus) Incentive Pay (Councilman Thompson)	<p>Meeting scheduled for May 18, 2016 with City Council, staff, City Attorney to begin review of draft document Incentive Pay will be discussed during Personnel Policy draft document discussions 6/15/16 – City Attorney looking at another possible policy for Council Consideration and to bring back to Council upon completion of review</p> <p>City Attorney continues work on revising policy with proposed revised chapters to Council for comment</p>	
6. Hickory Bend erosion /Maintenance (Councilman Thompson)	<p>Meeting with RCE, Staff & homeowners met March 30 City Engineer completing plans</p>	

	<p>and acquiring cost estimate Public Works Director contacting contractors for bids on the project Two bids received with City Engineer awaiting one additional bid</p>	
<p>7. Council Chamber Sound System (Mayor Knaus)</p>	<p>Met with contractors and awaiting proposals/cost estimates FY 2017 Budget item Postponed due to budgetary constraints</p>	
<p>8. Electronic Payments (Councilman Thompson)</p>	<p>Researched & cost included in FY 2016 Budget Amendment #1 Software upgrade for Incode on May 19 Service Charge and Convenience fee Ordinance to Council June/July Contract with new credit card provider Design website link Goal for full implementation Oct. 1, 2017 Contract with credit card processor completed Possible revisions to Convenience Fee Ordinance may be necessary-to discuss with City Attorney</p>	<p>Convenience Fee Ordinance adopted May 2016 Software upgrade completed Cost of project included in FY2016 Budget Amendment #1</p>
<p>Electronic Water Billing (Councilman Thompson)</p>	<p>Software upgrade on May 19 Include in FY 2017 Budget Begin</p>	<p>Software upgrade completed</p>

	<p>implementation FY 2017 Full implementation TBD</p>	
<p>9. Community Center (Councilman Lantzy)</p>	<p>Comparing pricing of similar venues Developing fully loaded cost for facility Acquiring estimates for removal of overhead doors, sound system, commercial stove, AC system Developing list of aesthetical improvements to center that may affect lighting, energy and electrical improvements Staff working on maintenance items Comparing contracts from other venues for revisions to current contract Bring information at hand to Council in June for discussion and direction Councilman Lantzy discussed Community Center with Council on 6/6/16 Proposals for door removal, new air conditioning and ducting received and to be presented to City Council with funding through CIP</p>	
<p>10. Training for Commissioners (Councilman Thompson)</p>	<p>Continuous/Ongoing Staff will advise Commissioners of training/seminars as information</p>	

	<p>available Budget Training/Travel annually Councilman Thompson to attend TML Newly Elected Officials training August 18</p>	
<p>11. Update Ordinances (Councilmen Thompson and Lantzy)</p>	<p>Cost for Codifying to be included in FY 2017 Budget Work with legal to develop plan for updating Identify ordinances to be updated Codifying of ordinances postponed due to budgetary constraints</p>	
<p>12. Assistant City Administrator (Mayor Knaus and Councilman Lantzy)</p>	<p>City Administrator to develop job description Include position in FY 2017 Budget Postponed due to budgetary constraints</p>	
<p>13. Code Compliance (Councilman Thompson)</p>	<p>City Council discussion on need for Code Compliance Officer Council objectives for Code Compliance Officer Obtain legal requirement for Code Compliance Officer Determine budgetary impact Place on Council agenda in June for discussion of above Possible inclusion in 2017 Budget Postponed due to budgetary</p>	

	constraints	
14. Quarterly Issues Town Hall Meeting (Councilman Lantzy)	Determine dates for Meetings	
15. Interface with Businesses (Councilman Trial)	Review Grapevine Policy with comments from legal Review website link with comments from from legal Placement of above on June/July agenda	
16. Freezing of Taxes for persons over 65 and/or disabled (Councilman Lantzy)	Placed on April agenda	Discussed in April Council Meeting –Awaiting Councilman Lantzy’s approval
17. Bat Cave Road widening (Councilman McCaw)	General briefing on future agenda	
Completed Items	Status	Completed Council Approval
1.City Concerns/Ideas (Councilman Thompson)	Review of existing process Communication with Council Process Improvement	Done Done-Monthly list of complaints/issues submitted to Council Done-Call to citizens in April/May Grapevine to submit qualifications for reengineering experience
2. Agenda Tracking (Mayor Knaus)	Short term – methodology developed and in use Long term – Determination to made if needed at later date	Done
3. Citizen Input to Budget (Councilman Lantzy)	Placed in Grapevine – contact your Councilman	Done
4. Training for Council members (Councilman Thompson)	List of recommended training developed and submitted to	Done

	Council	
5. Grapevine and inserts policy (Councilman Thompson)	Policy sent to Councilman – per Councilman, no action required at this time	Done
Pending	Status	Completed Council Approval
1. Annual or semi-annual inspection of buildings and other City facilities (Councilman Trial)	To be implemented semi-annually	Implemented Monthly
2. Disaster recovery plan for City (Councilman Trial)	Discuss at future Council meeting to determine the scope of recovery plan	
3. Disaster recovery plan for Water Department (Councilman Trial)	Discuss at future Council meeting to determine the scope of recovery plan	
4. Complaint system process reengineering (Councilman Thompson)	Pending citizen volunteer response to determine next step June 2016 citizen volunteer Jessie Valdez met with Mayor and staff to begin review of and analyze process Review of process completed with Staff developing report for Public Works and Water Department employees	
5. Location of middle school (Councilman Arvidson and Councilman Trial)	Discussions have begun with CISD	
6. Interpretive Services for meetings (Councilman Thompson)	Identified source for various interpretive services Devices for hearing impaired could be part of sound system upgrade in Council room	
7. Video stream Council meetings	Discuss with legal	

(Councilman Trial)	pros/cons Sound system in Council room can be planned for future streaming capabilities Requires additional technology upgrades and equipment Budget impact	
8. Permit for feeding deer (Councilman Trial)	Discuss at future Council meeting	
9. Videos for website (Councilman Trial)	Maybe prepared by GRES or students to increase civic involvement	
10. Coffee with Mayor and Council (Councilman Trial)	Discuss at future Council meeting and determine dates	
11. Improve attendance at National Night Out Food trucks (Councilman Trial)	Discuss with Chief Eberhardt ways to improve attendance at event and having food trucks at event	
12. Business outreach by Council – walk businesses (Councilman Trial)	Discuss at future Council meeting	
13. Finish seating areas for Community Center (Councilman Trial)	Painting of benches can be accomplished by Public Works Future discussion if necessary when Community Center is discussed	Benches painted in May – Awaiting Councilman Trial’s approval Done per Councilman Trial – 6/8/16
14. Solar screens for City Hall and Community Center (Councilman Trial)	Discuss during budgeting process	

2016 Rolling Agenda

August 3, 2016

Topics on Rolling Agenda: (19 days before mtg) 7/15/16
Items Due to City Secretary: (15 days before mtg) 7/19/16
Agenda locked @ 10am
CAadm Final Approval: (13 days before meeting) 7/21/16
Draft Agenda to Mayor/City Atty (12 days before mtg) 7/24/16
Agenda posted on (6 days before meeting) 7/28/16

Red=City Council Purple=Quarry Commission
Planning & Zoning =Green Water Commission= Blue

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Proclamations/Awards (Before Citizen Comment Period)

Consent Agenda

1. Minutes 7-6-16
2. Minutes 7-20-16
3. Financial Report
4. Staff Reports (Admin, Library, Public Works, Water, PD)

Presentation

Presentation by CASA Central Texas (Court Appointed Special Advocates Central Texas).

Public Hearings

Non-Consent Agenda

Ordinances and Resolutions and CIP presentation

1. CIP
 - a. 2013 Water, Streets and Drainage
 - b. 2016 Water, Streets and Drainage
 - c. Trinity Well and Infrastructure
2. Resolution 392-082016 relating to establishing the city's intention to reimburse itself for the prior lawful expenditure of funds from the proceeds of tax-exempt obligations to be issued by the city for authorized purposes; authorizing other matters incident and related thereto; and providing an effective date
3. Ordinance 22-082016 thru traffic

Planning and Zoning

Quarry Commission

Water Commission

1. Evelyn Miller variance for water leak adjustment

Discussion

7/27/2016 10:17:37 AM

1. Future Agenda Items requested by City Council

Updates

1. Animal Ordinance
2. City Council concerns and direction matrix
3. Parks Committee (Trial)
4. Sign Ordinance
5. Council Idea/Suggestions
6. Citizen/ Issue Process
7. Police Progress Report

Executive Session

August 17, 2016 Special Meeting

Topics on Rolling Agenda: (19 days before mtg)	7/29/16
Items Due to City Secretary: (15 days before mtg)	8/2/16
Agenda locked @ 10am	
CAadm Final Approval: (13 days before meeting)	8/4/16
Draft Agenda to Mayor/City Atty (12 days before mtg)	8/5/16
Agenda posted on (6 days before meeting)	8/11/16

1. Publish Notice of PH on FY2017 Budget
2. Publish notice 2016 Tax Year proposed property Tax Rate
- 3.

August 29, 2016 Special Meeting @ 6pm

Topics on Rolling Agenda: (20 days before mtg)	7/29/16
Items Due to City Secretary: (15 days before mtg)	8/3/16
Agenda locked @ 10am	
CAadm Final Approval: (13 days before meeting)	8/5/16
Draft Agenda to Mayor/City Atty (12 days before mtg)	8/5/16
Agenda posted on (6 days before meeting)	8/11/16

1. Budget Public Hearing on proposed 2017 Budget
2. Possible adoption of 2017 Budget
3. 1st Tax Rate Public Hearing on 2016 tax rate proposal

September 1, 2016
Special Meeting @ 6pm

1. 2nd Tax Rate Public Hearing on 2016 tax rate proposal

September 7, 2016

- Topics on Rolling Agenda: (21 days before mtg) 8/14/16
- Items Due to City Secretary: (15 days before mtg) 8/18/16
- Agenda locked @ 10am
- CAdm Final Approval: (14 days before meeting) 8/19/16
- Draft Agenda to Mayor/City Atty (12 days before mtg) 8/24/16
- Agenda posted on (6 days before meeting) 8/27/16

Red=City Council Purple=Quarry Commission
 Planning & Zoning =Green Water Commission= Blue

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Proclamations/Awards (Before Citizen Comment Period)

Consent Agenda

1. Minutes 8-5-16
2. Minutes 8-19-16
3. Financial Report
4. Staff Reports (Admin, Library, Public Works, Water, PD)

Public Hearings

Non-Consent Agenda

Ordinances and Resolutions and CIP presentation

1. CIP
 - a. 2013 Water, Streets and Drainage
 - b. 2016 Water, Streets and Drainage
 - c. Trinity Well and Infrastructure
2. Adopt 2016 Tax Rate
- 3.

Discussion

1. Future Agenda Items requested by City Council

Updates

1. Animal Ordinance
2. City Council concerns and direction matrix
3. Parks Committee (Trial)
4. Sign Ordinance
5. Council Idea/Suggestions
6. Citizen/ Issue Process

Executive Session

September 21, 2016

Special Meeting

Topics on Rolling Agenda: (21 days before mtg)	8/31/16
Items Due to City Secretary: (15 days before mtg)	9/6/16
Agenda locked @ 10am	
CAdm Final Approval: (14 days before meeting)	9/7/16
Draft Agenda to Mayor/City Atty (12 days before mtg)	9/9/16
Agenda posted on (6 days before meeting)	9/15/16

PENDING FUTURE AGENDA ITEMS

- 1) Ball field repairs and timing.....*S. Steinmetz and S. Trial*
- ~~2) Budget hearings and adoption schedule...*N. Cain*~~
- ~~3) 2/2/16 Discussion of issues surrounding Bat Cave Road will be placed on future Council agenda...*J. McCaw*~~
- ~~4) Grapevine and Inserts policy.....*L. Thompson & Legal*~~
- ~~5) Website Link to businesses.....*Legal*~~
- ~~6) Ordinance update plan....*Legal & S. Goodwin*~~
- ~~7) Asst. City Administrator...*N. Cain*~~
- ~~8) 2017 Earth Day Proclamation...*N Knaus*~~

Items for further discussion before adding to list

State of City (January).....*N. Cain*