



City of Garden Ridge

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

AGENDA

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

The Garden Ridge City Council will meet in a regular session on Wednesday, January 6, 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 December 31, 2015 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. Swearing in of Larry Thompson for City Council Place 5
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 9.
- d) Citizens' comments will be limited to one (1) hour in Item 5 and thirty (30) minutes in Item 9.
- 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 November 10, 2015 Joint City Council and Water Commission Minutes
- b) Approval of December 2, 2015 Regular City Council Meeting Minutes
- c) Recognition of Employees completing probationary period and receipt of 5% salary increase for:
 - i. Marisa Spencer, Police Clerk effective January 4, 2016
- d) Financial Statement and Investment Report –November 30, 2015

ACTION ON THE CONSENT AGENDA

7. Business Items

The City Council may discuss, consider and/or take possible action on the following items:

- a) City Engineer Projects Update:
 - i. CIP Project for 2015
 - a. Status report
 - b. Trinity Wells
- b) Resolution 384-012016 by the City Council of the City of Garden Ridge, Texas adopting the Randolph Joint Land Use Study (JLUS); and other matters in connection therewith.
- c) Resolution 385-012016 of compliance with annual review and adoption of the Public Funds Investment Policy for the City of Garden Ridge, Texas as required by the provisions of Chapter 2256, the Public Funds Investment Act, as amended, the Texas Government Code.
- d) First Amendment to Interlocal Agreement for City of Garden Ridge Demand-Responses Route with Alamo Area Council of Governments

- e) Renewal of lease agreement between the City of Garden Ridge and Highpoint Church for two city owned buildings located at 9357 Schoenthal Road for a period of three years.
- f) Planning and Zoning Commission Recommendations and Possible Action to City Council:
No Report
- g) Water Commission Recommendations and Possible Action:
No Report
- h) Quarry Commission Recommendations and Possible Action:
No Report
- i) Update on the City of Garden Ridge Personnel Policy
- j) Update from the Garden Ridge Deer Management Committee
 - i. December Town Hall Meeting
 - ii. Trap & Remove Program
 - a) Locations
 - b) Contract with trapper and contract with processor
 - c) Authorization to develop and execute the contracts
- k) Update from the Garden Ridge Parks Committee
 - i. Update and discussion on the Texas Parks & Wildlife grant application for recreational trails
 - ii. Status report on development of City Parks plan
- l) Discussion on paperless City Council meeting packets
- m) Discussion on date and time for City Council Workshop to discuss present and future needs and processes of the City of Garden Ridge
- n) Status update regarding regulations of firearms in City buildings
- o) Any item removed from the consent agenda will be recalled for discussion and possible action at this time.

8. State of the City

The City Council may discuss, consider and/or take possible action on the following items:

- a) 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
- Website and Facebook

b) Library Monthly Activity Report

- New Patrons
- Old Patrons
- Library activities and classes

c) Water Manager Monthly Activity Report

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

d) Public Works Monthly Activity Report

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

e) Police Department Monthly Activity Report

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

9. Citizen's Participation – Limit remarks to three (3) minutes per citizen
See "Rules for Citizen's Participation" under Item 4.

10. 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
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
Forest Waters Club

11. 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:

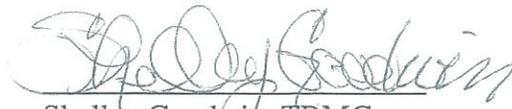
This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the 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 December 30, 2015 on the bulletin board located at the entrance to the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas.

A handwritten signature in cursive script, appearing to read "Shelley Goodwin".

Shelley Goodwin, TRMC
City Secretary



City of Garden Ridge

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MINUTES OF CITY COUNCIL AND CITY WATER COMMISSION JOINT MEETING November 10, 2015

City Council Members Present:

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

City Council Member Absent:

Councilmember Bobby Roberts

City Water Commission Members Present:

Chairman David Heier
Commissioner Keven Harshbarger
Commissioner Richard Holloway
Commissioner Ray Pitzen
Mayor Nadine Knaus, ex-officio

City Water Commission Member Absent:

Commissioner Andre Bullard
Commissioner Pat Ramirez

City Staff Present:

Nancy Cain, City Administrator
Royce Goddard, Water Department Manager
Cynthia Trevino, City Attorney
Shelley Goodwin, City Secretary

1. Call to Order

With a quorum of the City Council and City Water Commission present, Mayor Knaus called the joint meeting of the Garden Ridge City Council and City Water Commission to order at 6:00 p.m. on November 10, 2015 in the City Council Chambers of the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas 78266.

2. Citizen's Participation – 3 minute limit per citizen

No one wished to speak.

3. Approval of Minutes

a) October 27, 2015 Regular Water Commission Meeting

Motion: A motion was made by Commissioner Holloway, seconded by Commissioner Pitzen, to approve the minutes of October 27, 2015 Regular Water Commission Meeting, with corrections. The Water Commission voted three (3) for and none (0) opposed. The motion passed unanimously.

4. Business Items

The City Water Commission may discuss, consider and/or take possible action on recommendation to the City Council on the following:

a. Presentation on iPERL Water Meters System

Justin Hamilton, Sensus iPERL Water Meters, introduced Mike Cartwright, Sensus Distributor. Mr. Hamilton presented a PowerPoint regarding the iPERL Water Meters System. He explained how the meters work and their accuracy with measuring water flow.

Royce Goddard, Water Manager, explained the billing process and the process for reviewing the water usage with customers.

The City Council and Quarry Commission discussed the warranty on the meters, additional software for automatic reads, and different areas that Garden Ridge can improve on to eliminate a lengthy billing process.

b. Consideration and possible action on an amendment to Ordinance #54-022010, Section 14.07(c), Entitled Customer Leaks, to suspend the authority granted to the Water Department, the Water Operations Manager and the Water Commissions' to grant an adjustment to a water bill for a leak or other excess water usage; providing for severability; providing for an effective date.

Cynthia Trevino, City Attorney, explained why the Water Leaks Adjustment request section in Ordinance 54 needs to be reviewed. She stated there are areas of the Ordinance that do not provide sufficient guidance to the Staff regarding water leak adjustments. She stated the proposed Ordinance would suspend the authority to grant water leak adjustments for ninety days. She stated this would allow the Water Commission and City Council to both review and approve an amendment to Ordinance 54 defining water leaks and adjustments.

The Water Commission agreed by consensus for Commissioner Pitzen, Commissioner Bullard, Commissioner Holloway and Royce Goddard, Water Manager to work together on a subcommittee to bring back wording regarding an amendment to Ordinance 54 and water leaks.

Motion: A motion was made by Commissioner Holloway, seconded by Commissioner Pitzen, to recommend to City Council the approval of Ordinance 187-112015 to propose an amendment to Ordinance #54-022010, Section 14.07(c), Entitled Customer Leaks, to suspend the authority granted to the Water Department, the Water Operations Manager and the Water Commissions' to grant an adjustment to a water bill for a leak or other excess water usage; providing for

severability; providing for an effective date. The Water Commission voted three (3) for and none (0) opposed. The motion passed unanimously.

Motion: A motion was made by Councilmember McCaw, seconded by Councilmember Lantzy, to approve Ordinance 187-112015 to propose an amendment to Ordinance #54-022010, Section 14.07(c), Entitled Customer Leaks, to suspend the authority granted to the Water Department, the Water Operations Manager and the Water Commissions' to grant an adjustment to a water bill for a leak or other excess water usage; providing for severability; providing for an effective date. The City Council voted four (4) for and none (0) opposed. The motion passed unanimously.

c. Update on Edward's Well #1 rehabilitation

Royce Goddard, Water Manager, stated Edward's Well #1 at FM 2252 is at 117.9 feet and holding. He stated the soft start went out so he has to turn it on and off manually. He also stated Edward's Well 1 has been pulled offline to rehab for a few days. He stated next year Edward's Well #2 will have to have maintenance work done on it.

d. Rescheduling December 22, 2015 Water Commission Regular Meeting to December 15, 2015 (Water Commission action only)

Motion: A motion was made by Commissioner Holloway, seconded by Commissioner Pitzen, to Rescheduling December 22, 2015 Water Commission Regular Meeting to December 15, 2015. The Water Commission voted three (3) for and none (0) opposed. The motion passed unanimously.

5. Update on actions taken by the City Council in previous City Council Meetings related to Commission recommendations.

Nancy Cain, City Administrator, stated the City Council approved the recommendation for the appointment of Keven Harshbarger. She stated they denied the request of leak adjustments on the second month's utility bill, but allow the customer to receive a fifty percent relief adjustment off of one bill and the customer chooses which one of the two months bill they want the relief on, for customers Ashley, Perry, Wagner and White. The request from Haley was denied

6. Water Manager Monthly Activity Report

a) Water pumping/usage from city wells

Royce Goddard, Water Manager reviewed the monthly water pumping/usage from the city wells and discussed the water system operations (see attached report).

Royce Goddard, Water Manager reported 90.65 acre feet from the Edwards Aquifer and 113.58 acre ft. from the Trinity have been pumped. He stated the average daily usage is 1,161,645.1 gallons.

b) Water system infrastructure maintenance, repairs and/or projects

Royce Goddard, Water Manager stated he previously reported on Edward's Well #1 rehabilitation.

c) Static levels, drawdown levels and flow rates on the Trinity Well

Royce Goddard, Water Manager reported that at this time he does not have those levels.

d) Water and/or Drought Management

The City of Garden Ridge is currently under no watering restrictions.

7. Citizen Participation – 3 minute limit per citizen

Robert Balch, 20592 Timber Rose, stated he feels Royce Goddard needs assistance with creating an Excel spreadsheet template for the water reads from iPERL meters. He feels by doing this it will reduce the time it takes on every request he gets for water readings. He also stated the water lease with the City of Schertz was an insurance that we would have enough water for any situation, and now we have used all that water.

8. Adjourn

Motion to adjourn was made by Commissioner Holloway and seconded by Commissioner Harshbarger. The motion passed unanimously and the meeting adjourned at 7:14 p.m.

Nadine L. Knaus
Mayor

David Heier, Chair

ATTEST:

Shelley Goodwin, TRMC
City Secretary



City of Garden Ridge

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MINUTES OF CITY COUNCIL REGULAR MEETING, DECEMBER 2, 2015

Members Present:

Mayor Nadine Knaus
Councilmember Todd Arvidson
Councilmember Bryan Lantzy
Mayor Pro-Tem John McCaw
Councilmember Bobby Roberts
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:

Kay Bower, Planning and Zoning Commission
Mike Shands, Quarry Commission 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, December 2, 2015, in the City Council Chambers of the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas 78266.

2. Pledge of Allegiance

Councilmember Roberts lead the Pledge of Allegiance.

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

Judd Earley, 9364 Cinchona Trail, provided the City Council with information regarding the regulating of firearms carries in City buildings in accordance with recent legislation.

4. 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 November 4, 2015 Regular City Council Meeting Minutes**
- b) **Approval of new employee selection with 6 month probationary period at a salary set at 5% less than salary set for position in the 2016 Budget applicable to said position:**
 - i. **Corey Hackenberg as Police Officer effective December 3, 2015**
- c) **Financial Statement and Investment Report –October 31, 2015**

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

Chief Eberhardt introduced Corey Hackenberg and his family.

5. Business Items

The City Council may discuss, consider and/or take possible action on the following items:

- a) **City Engineer Projects Update:**
 - i. **CIP Project for 2015**
 - a. **Status report**
 - b. **Trinity Wells**

Garry Montgomery, River City Engineering, provided a PowerPoint regarding the CIP Projects for 2015 and the Trinity Well Development (see attached PowerPoint). He stated the meeting with residents in the CIP area possibly will be held in January.

- ii. **Northeast Bible Church drainage**

Garry Montgomery, River City Engineering, provided an update stating that the City Attorney's Office is working on an easement agreement for the project. He also stated City representatives have met with the Church and they are on board with project.

- b) **Report on the Lone Star Rail project and authorization for the Mayor to affix her signature on behalf of the City of Garden Ridge onto letter supporting the City of San Antonio's participation in the Lone Star Rail project.**

Mayor Knaus stated that the City of Live Oak and Northeast Partnership is asking that all Cities in the area of the Lone Star Rail project sign a letter supporting the City of San Antonio's participation in the project.

The City Council agreed by consensus to authorize Mayor Knaus to affix her signature on behalf of the City of Garden Ridge onto the letter supporting the City of San Antonio's participation in the Lone Star Rail project.

c) Status Report on the widening of FM 2252

Nancy Cain, City Administrator, reported Comal County Commissioner Court has moved this project to their top priority and sent a Resolution to TxDOT supporting the widening of FM 2252. She also stated letters have been sent to Alamo Area Metropolitan Planning Organization in support of the project.

d) Ordinance 186-122015 of the City Council of the City of Garden Ridge prohibiting the feeding of deer within the City limits; establishing a penalty; providing that this Ordinance shall be cumulative of all ordinances; providing a severability clause; providing a savings clause; and providing an effective date.

Nancy Cain, City Administrator, reported City Council has discussed and reviewed Ordinance 186 for several months.

Councilmember Arvidson reported approving a no feeding Ordinance is a recommendation of Texas Parks and Wildlife as the first step in reducing and managing the population.

Motion: A motion was made by Councilmember Arvidson, seconded by Councilmember McCaw, to approve Ordinance 186-122015 of the City Council of the City of Garden Ridge prohibiting the feeding of deer within the City limits; establishing a penalty; providing that this Ordinance shall be cumulative of all ordinances; providing a severability clause; providing a savings clause; and providing an effective date. The City Council voted four (4) for and one (1) opposed (Roberts). The motion carried.

e) Providing for regulations of firearms in City buildings and the erection of signage regarding the carrying of firearms on City premises in accordance with recent legislation

Cynthia Trevino, City Attorney, stated Governor Abbot has added his opinion on the regulations of firearms. He feels an entire building cannot be regulated if not all of the building is used only for court. She stated that Governor Abbott also weighed in on regulating guns at City Halls when a Municipal Court is inside the same building, guns can only be regulated in the room where Court is conducted, a posted Open Meeting or an election is occurring in that room.

Judd Earley, 9364 Cinchona Trail, stated regulating firearms in City buildings can only allow licensed carry in specified ways. If someone does not have a license to carry then they will be considered as trespassing. He stated he provided the City Council with handouts earlier in the meeting which explains the differences with the posting options.

The City Council discussed the different signs and options, but agreed by consensus to not regulate firearms in City buildings at this time.

- f) Authorizing the City Administrator and Mayor to enter into an agreement with UTSA for a Comprehensive Land Use for the City of Garden Ridge at a cost of \$31,682.**

Nancy Cain, City Administrator, reported she and Mayor Knaus met with Dr. Tangum from UTSA regarding updating the City's Comprehensive Land Use Plan. She stated the cost for the completed plan and map will be \$31,682.00.

The City Council discussed the agreement, plan and map.

Motion: A motion was made by Councilmember Roberts, seconded by Councilmember Arvidson, to authorize the City Administrator and Mayor to enter into an agreement with UTSA for a Comprehensive Land Use Plan for the City of Garden Ridge at a cost of \$31,682. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

- g) Certification of Tax Levy for the Tax Year 2015 for the City of Garden Ridge**

Nancy Cain, City Administrator, reviewed the Certification of Tax Levy for Tax Year 2015. She also stated the total is a little higher than what was estimated in the Budget.

Motion: A motion was made by Councilmember Roberts, seconded by Councilmember Lantzy, to approve the Certification of Tax Levy for the Tax Year 2015 for the City of Garden Ridge. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

- h) Resolution No. 383-122015 of the City Council of the City of Garden Ridge, Texas, authorizing the City Administrator to acknowledge and accept notice of instances of common representation by the City Attorney and authorizing the City Administrator to execute documents to allow for continued representation or appointment of Special Counsel if required.**

Cynthia Trevino, City Attorney, stated that their firm from time to time represent affiliations or association of municipalities working together to pursue common goals. She stated some situations will arise where interests of its clients may cease to be aligned and they take ethical obligations seriously and are committed to protecting the interests of all its clients. She stated this resolution lays out their commitment procedures when these circumstances occur.

Motion: A motion was made by Councilmember Roberts, seconded by Councilmember McCaw, to approve Resolution No. 383-122015 of the City Council of the City of Garden Ridge, Texas, authorizing the City Administrator to acknowledge and accept notice of instances of common representation by the City Attorney and authorizing the City Administrator to execute documents to allow for continued representation or appointment of Special Counsel if required. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

i) Planning and Zoning Commission Recommendations and Possible Action to City Council:

No Report

j) Water Commission Recommendations and Possible Action:

No Report

k) Quarry Commission Recommendations and Possible Action:

No Report

l) Update on the City of Garden Ridge Personnel Policy

Nancy Cain, City Administrator, stated the policy has been sent to the City Attorney for review and recommendations.

m) Update from the Garden Ridge Deer Management Committee

i. Possible December Town Hall Meeting

Councilmember Arvidson stated Texas Parks and Wildlife will be hosting a Town Hall meeting on December 14, 2015 at 6:00 pm at the Community Center. He encouraged everyone to attend.

n) Update from the Garden Ridge Parks Committee

i. Christmas tree illuminating event December 1, 2015

Councilmember Trial thanked Staff, volunteers and Parks Committee for their hard work and for making the tree lighting event successful.

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

No items were removed.

6. State of the City

The City Council may discuss, consider and/or take possible action on the following items:

a) 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
- Website and Facebook
- TML Municipal Excellence Awards

Nancy Cain, City Administrator reported:

Sign approvals since the last Council meetings-

- Sign request from Northeast Bible Church advertising the Wild Game Dinner

Community Center usage and financial report-

- Booked 2 new events from October 21st thru November 20th

Building Permits

- 1 Major Permit and 10 Minor Permits
- Website and Facebook
- Website and Facebook is being updated regularly and residents are using them more

b) Library Monthly Activity Report

- New Patrons
- Old Patrons
- Library activities and classes

Nancy Cain, City Administrator reported:

- 770 visits to the Library
- 904 items checked out
- 87 eBooks checked out
- 73 new items added to Library

c) Water Manager Monthly Activity Report

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

Royce Goddard, Water Manager, reported:

- October – 0 total acre feet from the Trinity Well was pumped and 50.62 pumped from Edwards Wells. Water system infrastructure maintenance, repairs and/projects- 3 new meters installed, 6 meters replaced, 5 new service line installations and 13 leak adjustments.

d) Public Works Monthly Activity Report

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

Steven Steinmetz, Public Works Director, reported:

Street and Right-Of-Way Maintenance – 5 signs installed

Drainage Facility and Easement Maintenance –18 detention pond inspections were performed.

Animal Control apprehensions, nuisance/complaints, animal bites - apprehended 6 dogs and 1 cat for the month, which totals 62 dogs and 52 cats for the year

e) Police Department Monthly Activity Report

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

Ron Eberhardt, Police Chief, reported 18 alarm calls, 9 arrests, issued 31 citations and 73 warnings. He provided safety tips for the Holiday season and reported on training for his department.

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

See “Rules for Citizen’s Participation” under Item 4.

Vivian Midla, 8724 Verano, inquired to the penalties in Ordinance 186. The City Attorney read her the penalty section in Ordinance 186.

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-Seguín 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**
- 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**
- Forest Waters Club**

Councilmember McCaw thanked everyone who was involved in the Christmas tree illuminating event. He stated everyone who attended enjoyed the event.

Councilmember Trial thanked his Parks Committee and especially Kay Bower for their hard work with making the Christmas tree illuminating event a success.

9. Business Items:

Resignation of Bobby Roberts, City Council, Place 5

Councilmember Roberts read a letter of resignation due to moving to Washington D.C. because of a job offer he could not turn down. He thanked Mayor Knaus and his fellow Councilmembers and Staff for all they do.

The Councilmembers thanked Councilmember Roberts for his services and guidance over the years.

Motion: A motion was made by Councilmember McCaw, seconded by Councilmember Lantzy, to accept, with regrets, the resignation of Councilmember Roberts. The City Council voted four (4) for, none (0) opposed and one (1) abstaining (Councilmember Roberts). The motion carried.

10. Executive Session

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

- a) **Pursuant to Texas Government Code Chapter 551.074 (personnel) and 551.071 (legal advice) to deliberate upon and seek legal advice related to the appointment of candidate to fill the unexpired term for the positions of City Council, Place 5.**

Mayor Knaus announced the City Council will recess into Executive Session at 7:53 pm, in accordance with Section Code 552.071, to consult with legal counsel.

Mayor Knaus adjourned the Executive Session at 8:30 pm and the City Council reconvened back into regular session.

11. Business Items (continued)

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

- a) **Appointment of a City Council member to fill an unexpired term of office for Place 5**

Motion: A motion was made by Councilmember Lantzy, seconded by Councilmember Trial, to appoint Larry Thompson as City Council member, Place 5 of the City of Garden Ridge to fill the unexpired term of office. The City Council voted four (4) for and none (0) opposed. The motion carried unanimously.

12. Adjournment

There being no further business, the Wednesday, December 2, 2015 Garden Ridge City Council regular meeting was adjourned at 8:34 pm by Mayor Knaus.

Nadine L. Knaus
Mayor

ATTEST

Shelley Goodwin, TRMC
City Secretary

GARDEN RIDGE POLICE DEPARTMENT



MEMORANDUM

To: Nancy Cain, City Administrator
From: Dan Bellinger, Lieutenant
Date: 12-29-15
Copies: Marisa Spencer's file
Reference: Marisa Spencer probation release request

Mrs. Cain,

Marisa Spencer is projected to complete her 90 day probation period on 01-04-2016. On that date, she will have met all the requirements of the city to be released from probation. Her pay would be adjusted for the 5% increase at that point. I am requesting this item be placed on the council agenda for consideration.

Respectfully,

Dan Bellinger, Lieutenant

MONTHLY REPORT

CITY OF GARDEN RIDGE
BALANCE OF ALL FUNDS AS OF 11/30/15

<u>ACCOUNT</u>	<u>BALANCE</u>	<u>CURRENT RATE</u>
CITY FUNDS		
OPERATING ACCOUNT	\$ 219,008.18	0%
MONEY MARKET	\$ 756,479.23	.15%
ASSET FORFEITURE/SEIZURE (STATE)	\$ 97.54	.10%
ASSET FORFEITURE/SEIZURE (FED)	\$ 45,656.60	.05%
2009 REFINANCE 98 I&S	\$ 69,576.02	.10%
2009 INTEREST & SINKING	\$ 46,599.64	.05%
2012 REFINANCE I&S	\$ 142,170.56	.15%
2012 INTEREST & SINKING	\$ 52,677.99	.10%
2015 INTEREST & SINKING	\$ 4,155.96	.05%
2012 CIP PROJECT	\$ 1,225,158.67	.15%
2015 CIP PROJECT	\$ 6,562,577.01	.15%
STREET IMPACT FEE	\$ 20,837.34	.05%
TEXPOOL STREET IMPACT FEE	\$ 408.94	0%
TEXPOOL INVESTMENT	\$ 399.67	0%
PEG FEES	\$ 49,044.85	0%
SUBTOTAL OF CITY FUNDS	\$ 9,194,848.20	
AVERAGE CITY INTEREST RATE		.1%
 WATER FUNDS		
IMPACT FEES	\$ 181,835.10	.15%
TEXPOOL WATER RIGHTS/INFRASTR	\$ 4,907.98	.1105%
TEXPOOL WATER INVESTMENT	\$ 604.91	0%
TEXPOOL IMPACT FEE	\$ 411.31	0%
WATER SURCHARGE	\$ 144,454.17	.15%
WATER COMPANY OPERATING	\$ 2,761,935.76	.15%
SUBTOTAL WATER FUNDS	\$ 3,094,149.23	
AVERAGE WATER INTEREST RATE		.140125%
TOTAL ALL FUNDS	\$12,288,997.43	
TOTAL AVERAGE INTEREST RATE		.1200625%

CITY OF GARDEN RIDGE

GENERAL FUND

CASH & INVESTMENTS AS OF 11/30/15

OPERATING CHECKING	\$ 219,008.18
MONEY MARKET	<u>\$ 756,479.23</u>
TOTAL GENERAL FUND	\$ 975,487.41
TEXPOOL INVESTMENT	<u>\$ 399.67</u>
TOTAL INVESTMENT	\$ 399.67
TOTAL RESERVES FOR CITY	\$ 975,887.08

WATER FUND

INVESTMENTS AS OF 11/30/15

WATER COMPANY OPERATING	\$ 2,761,935.76
TEXPOOL WATER INVESTMENT FUND	<u>\$ 604.91</u>
TOTAL WATER COMPANY RESERVES	\$2,762,540.67

EXPENDITURE & REVENUES

PERIOD OF 11/30/15

16.66% OF FISCAL YEAR

REVENUE YEAR TO DATE

GENERAL FUND	\$ 221,445	8.64% of Budget
WATER FUND	\$ 224,244	15.12% of Budget

EXPENDITURES YEAR TO DATE

GENERAL FUND	\$ 385,755	15.27% of Budget
WATER FUND	\$ 173,193	11.97% of Budget

EXCESS REVENUE OVER/(UNDER) EXPENDITURES YEAR TO DATE

GENERAL FUND	\$ (164,309)
WATER FUND	\$ 51,051

REVENUE FOR MONTH ENDING 11/30/15

GENERAL FUND	\$ 143,015
WATER FUND	\$ 73,973

EXPENDITURES FOR MONTH ENDING 11/30/15

GENERAL FUND	\$ 177,482
WATER FUND	\$ 50,322

EXCESS REVENUE OVER/(UNDER) EXPENDITURES FOR MONTH ENDING 11/30/15

GENERAL FUND	\$ (34,467)
WATER FUND	\$ 23,651

City of Garden Ridge

2015 CIP Project & Well Development

RIVER CITY ENGINEERING, PLLC

JANUARY 6, 2016

GARRY MONTGOMERY, P.E.

2015 CIP Project Update

- Finalizing plans based on comments from City Staff
- Review set for City Staff will be complete by the end of the month
- Scheduling meeting with USPS and coordinating review with TxDOT on connections to FM 3009 and their approval of our proposed work within their right-of-way
- The public meeting date has not been set at this time, we want to address USPS comments prior to holding the public meeting so that we can provide accurate information to the residents
- Current schedule is to bid the project with a recommendation for award at the March Council Meeting.
- We will be mobilizing our surveyors to locate the AT&T infrastructure that has recently been installed.

2015 Well 9 & 10 Site Development

- The well contractor has reached total depth of the well and has set the steel casing for the well
- Work is progressing on pressure cementing and filling cavernous voids with the bentonite slurry.
- The project is on schedule to meet contract requirements for completion dates.
- We will provide an update at the February Council meeting with a cost summary for item deducts and change orders. To date there have been change orders totaling \$21,091.35 which will be offset by deductive change orders for items that were not needed during the construction of the well.
- We anticipate having an approximate capacity of the well by the February Council meeting. Soon after the initial pumping we will know the firm capacity and water quality of the well. This will be a deciding factor in moving forward with acidization or producing from the well as currently constructed.