



**MINUTES
CITY COUNCIL SPECIAL MEETING
MONDAY, FEBRUARY 11, 2019, 2:00 P.M.**

Councilmembers Present:

Mayor Larry Thompson
Mayor Pro-Tem John McCaw
Councilmember Robb Erickson
Councilmember Bryan Lantzy
Councilmember Kay Bower
Councilmember Todd Arvidson

Councilmembers Absent:

None

City Staff Present:

Nancy Cain, City Administrator
Marisa Spencer, Interim City Secretary
Karen Ford, Finance/HR
Ron Eberhardt, Police Chief
Dan Bellinger, Police Lieutenant
Brad Olivarri, Interim Water Manager
Steven Steinmetz, Public Works Director
Cynthia Trevino, City Attorney

City Commissioners in Attendance:

None

1. Call to Order

With a quorum of the City Council members present, Mayor Thompson called the special meeting of the Garden Ridge City Council to order at 2:00 p.m. on Monday, February 11, 2019, in the City Council Chambers of the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas 78266.

2. Roll Call

See above.

3. Pledge of Allegiance

Mayor Thompson led the Pledge of Allegiance followed by the Texas Pledge of Allegiance.

4. Citizen Comment Period – limited to 30 minutes total

No one signed up to speak.

5. Business Items

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

a) City of Garden Ridge Personnel Policy Manual

- i. Review and discuss proposed City of Garden Ridge Personnel Policy Manual.**

Mayor Thompson spoke regarding the amount of time, effort, and patience put into this proposed Personnel Policy Manual. He thanked all Department Heads for their commitment and in specifically thanked Karen Ford, Finance/HR. Karen Ford, Finance/HR, stated the last personnel policy manual was done in 2009; therefore, this proposed Personnel Policy Manual contains substantial changes as well as additions.

Mayor Thompson stated the group will go through the proposed Personnel Policy Manual chapter by chapter discussing substantial changes and additions first then address any minor concerns such as grammar or spelling errors that anyone found. Karen Ford, Finance/HR, led the discussion and Department Management addressed Councilmembers questions, comments, and concerns throughout the discussion.

Mayor Thompson announced the City Council will recess at 4:10 p.m. for a 10-minute break.

Mayor Thompson reconvened the City Council Special Meeting at 4:20 p.m., and the City Council continued to review and discuss the proposed City of Garden Ridge Personnel Policy Manual with Department Management.

ii. Take action and/or possible direction to City staff on City of Garden Ridge Personnel Policy Manual.

Motion: A motion was made by Councilmember Erickson, seconded by Mayor Pro-Tem McCaw, to approve the proposed City of Garden Ridge Personnel Policy Manual with additions, subtractions, and corrections provided during this session. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

Karen Ford, Finance/HR, spoke regarding conducting roll-out meetings with employees and implementation of the Personnel Policy Manual. She also addressed estimated amounts for short-term and long-term disability insurance.

Mayor Thompson stated an advisory note action will be placed on the March 6th City Council regular meeting agenda to approve the expenditure for short-term and long-term disability insurance and include the expenditure in the upcoming budget amendment.

6. Citizen Comment Period – limited to 20 minutes total

No one wished to speak.


7. Adjournment

Motion: A motion was made by Councilmember Erickson, seconded by Mayor Pro-Tem McCaw, to adjourn. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously. There being no further business, the Monday, February 11, 2019, City Council special meeting was adjourned at 6:45 p.m. by Mayor Thompson.



Larry Thompson
Mayor

ATTEST



Marisa Spencer
City Secretary