

The Regular City Council Meeting of November 28, 2017 was called to order at 6:30 p.m.

MAYOR

Ron Reinhard

OTHERS

Shannan Kinsley

Chief David Bejar

Don Reddout

Kathleen McCloskey

Madeline McCloskey

COUNCILMEMBERS

Susan Darst

Holly Holleway - Absent

Phil Howard

Jennifer Nottingham

Lynn Tiner

Mayor Reinhard declared a quorum with Council member Darst, Council member Howard, Council member Nottingham and Council member Tiner present. Mayor Reinhard stated Council member Holleway is out sick. The meeting was started with the Pledge of Allegiance.

APPROVAL OF MINUTES

The minutes of the July 25, 2017 Regular City Council Meeting were reviewed. Council member Nottingham stated on page 1, under Presentations by Citizens and Visitors, 3rd paragraph, 2nd line down, the record should reflect "event". Page 2, under Committee Announcements/Reports, 4th line from the bottom, the record should reflect "internal" roads. Council member Nottingham asked if on Page 5, under Agenda Item No. 9, Setting a Date for ICS Training; has that training been held. Mayor Reinhard stated they have not had the ICS Training yet; he still needs to contact Kyle Coleman.

The motion to accept the minutes of July 25, 2017 as modified was made by Council member Darst, seconded by Council member Tiner and passed unanimously.

PRESENTATIONS BY CITIZENS AND VISITORS

None.

MAYOR ANNOUNCEMENTS/FINANCIAL REPORTS

Mayor Reinhard stated Council has been provided the Monthly Financials through October 2017. The financials are up to date with the exception that payroll for the month of October has not been recorded. He stated this is the first month of the Fiscal Year so there's not much to report at this point.

Mayor Reinhard stated Council has been provided the City Attorney Legal Activity for the month of October 2017. The activity includes the City Attorney Monthly Retainer. In addition, we've had dealings with the City Attorney in regards to property usage issues.

COUNCIL/STAFF ANNOUNCEMENTS

Council member Nottingham stated at the October Meeting; City Council approved a Resolution and Letter Supporting Conservation of the Scenic Loop ~ Helotes Creek Corridor. She wanted Council to know this effort hasn't disappeared. She's been working with the Mayor and Dixie Watkins to finalize the letter that will go along with the Resolution. It will also include a packet with more in depth talking points. She has a list of people that need to be contacted. If Council has anyone they'd like her to contact, please send her their name and she'll add them to the list.

COMMITTEE ANNOUNCEMENTS/REPORTS

Council member Howard stated the Grey Forest Road Improvement Subcommittee has completed an elevation study of Sherwood Trail and Grey Forest Drive. It was donated by James Swisher and there was no charge. The purpose of the study was to understand the highest to lowest points and how we can move water. The professional Land Surveyor the

City engaged continues to work on locating property and road boundaries on Sherwood Trail and Grey Forest Drive. They will set monuments in the ground which are used by surveyors to locate property. They will confirm the nature of City property and assure that all future road work is done within our boundary lines. This process will take some period of time. The plan is to eventually survey all City property but to do it in phases over a period of time. This is going to be a long term plan. It's foundational work that needs to be done on any project of this magnitude. Council member Howard stated he will continue to update City Council monthly.

GREY FOREST COMMUNITY BOARD (GFCB) UPDATE

Madeline McCloskey stated the Grey Forest Community Board (GFCB) has been cutting invasive species at the bridge by the Darst property. No herbicides are being used. They will continue to not use any herbicides. Public Works is going to pick up what they cut and chip it. They've consulted with the property owner back there. They are thinning out some of the Ligustrum and seeding the banks as there is a lot of erosion. They will continue to cut the invasive species and welcome volunteers. There may be water damage to the roof at the Community Center and have asked Public Works to look at it.

SENATOR FRANK L. MADLA, JR. NATURAL AREA UPDATE

Council member Nottingham stated the Madla Board had a Work Session on November 11th. They removed dead vegetation, barbed wire from the trails and cleaned up the Beckmann Cottage. The next Work Session is Saturday, December 16th at 9:00 a.m. They planted a Bigtooth Mable Tree in memory of Linda Darst. Friends of Linda's from Illinois took up a collection to purchase the tree and plant it in her memory. They choose a great location on the Northwest corner of the field where it's visible from the Linda and Don Darst Pavilion. Public Works has mowed around the water tank area and it looks nice. The Madla Conservancy has a fundraiser coming up on March 24th at La Hacienda which use to be Scenic Loop Cafe. Council member Nottingham stated if you need information on the fundraiser; contact her on the auction and Brenda Reinhard on the fundraiser itself.

BOARD OF ADJUSTMENT UPDATE

None.

POLICE DEPARTMENT ACTIVITY REPORT

Chief Bejar reviewed the October 2017 Monthly Activity Report. There were 135 calls for service, 984 hours worked, 5324 total miles driven, 41 traffic stops, 35 summons issued and 7 warnings issued. Council member Nottingham thanked the Grey Forest Police Department (GFPD) for watching her house while on vacation. She stated it's very comforting to know they are watching out for them. Council member Darst thanked the GFPD for watching the middle school bus stop on Scenic Loop Road almost every morning. She has witnessed cars passing the bus stop sign and their presence has really made a difference to the kid's safety.

PUBLIC WORKS ANNOUNCEMENTS

Mayor Reinhard stated Chris Mikel isn't present this evening. He will give an update next month.

GFU UTILITY ANNOUNCEMENTS

Mayor Reinhard stated the utility continues to do well. The new water tank is up and running. They will be looking at the old water tank to determine if it can be repaired to use as a secondary tank. The water system is in excellent shape.

FIRE DEPARTMENT REPORT

Don Reddout stated there were 4 calls for service in the City for the month of October 2017; 1 medical and 3 other than medical. The Average Response Time was 2.5, Average Number of Personnel 4 and Average Number of Apparatus 2.25. Don Reddout stated the Fire Department has gone to mandatory volunteer hours where individuals in good

standing have to sign up for a certain amount of shifts per month; similar to the Grey Forest Police Department. It has been working out well and should provide even quicker response times. Don Reddout stated the Fire Department would like to thank City Council and the Grey Forest Community Board for the use of the Community Center Building for training. Everyone was very pleased with the facility and the training went well. Don Reddout stated they're still having some problems with the wiring to the new HVAC at the Fire Department. He continues to work with Burkholder and hopes to get it corrected. Mayor Reinhard asked that he let the City know if we need to get involved.

NEW BUSINESS:

None.

Mayor Reinhard stated he would like to address Unfinished Business, Agenda Item No. 2 first.

UNFINISHED BUSINESS:

2. DISCUSS AND ACT ON THE GREY FOREST COMMUNITY (GFC) CENTER REMODEL

Mayor Reinhard stated there will not be an action item this evening but he wanted to bring Council up to date. He stated the City Engineer has sent out a bid package for the Grey Forest Community (GFC) Center Remodel. It was available to a number of contractors. The City Engineer had a pre-bid meeting on November 16th where contactors could view the Community Center. A few contractors showed up for the meeting. The plans are a design to build contract. They are looking to paint the Community Center, raise the floors in the bathroom/kitchen, make the bathrooms ADA compliant and raise the shed floor for storage. There are other items that need to be brought ADA complaint such as widening and changing out some doors. There is some electrical work that needs to be brought up to code. They are trying to keep the same look and feel of the building while bringing it up to code and ADA compliant. There may be some ceiling damage from the old roof that's not part of the contract and will need to be looked at. As a municipality with a public building; it's very important to bring the building up to code and ADA compliant. There are two contracts; one for the ADA compliant parking area and another for the Community Center remodel. Bids for both contracts are due on December 8th. He's hoping the City Engineer will be able to review the bids quickly and make a recommendation to City Council. Mayor Reinhard stated he'd like to go back to Agenda Item No. 1 and schedule a Special City Council Meeting in December to review the bids and recommendation of the City Engineer.

1. DISCUSS AND ACT ON THE DECEMBER 2017 REGULAR CITY COUNCIL MEETING

Mayor Reinhard stated at the October Meeting, Council moved that they would like to tentatively waive the December City Council Meeting unless there were items needing to be addressed. He would like to propose a Special Council Meeting in the middle of December to review the bids and City Engineer's recommendation for the Community Center Remodel. There was discussion on dates and Council's availability.

Council member Howard made a motion to cancel the December 26th Regular City Council Meeting. The motion was seconded by Council member Darst and passed unanimously.

Council member Howard made a motion to have a Special City Council Meeting on December 20th at 5:30 p.m. to discuss the Grey Forest Community Center Remodel bids and any other specific needs. The motion was seconded by Council member Tiner and passed unanimously.

3. DISCUSS AND ACT ON INTERLOCAL AGREEMENT FOR FIRE PREVENTION AND INSPECTION SERVICES

Mayor Reinhard stated we have been working with the City of Helotes to establish an Interlocal Agreement so that they can provide Fire Prevention and Fire Inspection Services to the City of Grey Forest. The City of Helotes Fire Department has a person on staff that is certified to perform Fire Inspections. From time to time, the City of Grey Forest needs these services. It's a requirement for Short-Term Rental Licenses. We've worked with the City of Helotes to

come up with an Interlocal Agreement. It has been modified by both entities. Our City Attorney has reviewed and approved it. What Council has before them is the latest agreement. Mayor Reinhard reviewed the proposed Interlocal Agreement whereas the City of Helotes agrees to provide the City of Grey Forest Fire Prevention and Inspection Services on all Commercial Establishments, Short Term Rentals and Public Buildings within the incorporated City limits. The City of Helotes agrees to provide these services to the City of Grey Forest at a cost of \$75.00 for each Fire Prevention Inspection, Fire Protection System Plan Review, Fire Protection System Acceptance Testing Service, pre-construction meeting, and any additional inspections or services required by the City of Grey Forest ordinances and procedures. The cost for any reinspection is \$35.00. Mayor Reinhard stated if Council is in agreement, he would like to approve the agreement as written this evening. It would then need to be sent to the City of Helotes to be approved by their City Council. Since we've gone back and forth several times, hopefully there won't be any more changes.

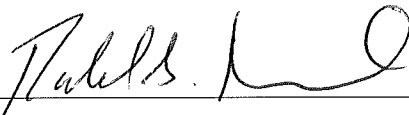
Council member Nottingham made the motion to accept the Interlocal Fire Prevention and Inspection Services Agreement as written and authorizes Mayor Reinhard to sign it on behalf of the City of Grey Forest. The motion was seconded by Council member Howard and passed unanimously.

Mayor Reinhard stated he will be out of town on business for the January 2018 City Council Meeting. Council member Nottingham as Mayor Pro Tem will run the meeting.

There was no further business. Mayor Reinhard adjourned the Regular Council Meeting at 7:54 p.m.

These minutes were written/recorded by Shawwan Kinsley.

These minutes were approved as ~~written~~ amended on the 24th day of April, 2018.

Signed: 
Ronald G. Reinhard, Mayor