

The Regular City Council Meeting of May 22, 2018 was called to order at 6:30 p.m.

**MAYOR**

Phillip A. Howard

**OTHERS**

Shannan Kinsley

Patricia Howard

Chief David Bejar

Jeff English

C.E. "Bubba" Rutledge

Rebecca Galindo

**COUNCILMEMBERS**

Susan Darst - Absent

Gigi Duke

Holly Holleway - Absent

Don Reddout

Jennifer Nottingham

Kathleen McCloskey

Lynn Tiner

Madeline McCloskey

Kimberly Verity

Jane Sams

Mayor Howard declared a quorum with Council member Nottingham, Council member Verity and Council member Tiner present. He stated Council member Darst has a commitment with her children. Council member Holleway is absent. The meeting was started with the Pledge of Allegiance.

**APPROVAL OF MINUTES**

The minutes of the January 23, 2018 Regular City Council Meeting were reviewed. Council member Nottingham stated on Page 1, under Mayor Announcements/Financial Reports, first line; the record should reflect "nothing" instead of "noting". The motion to accept the January 23, 2018 Minutes as amended was made by Council member Nottingham, seconded by Council member Tiner and passed with 2 YES and 1 ABSTAINING by Council member Verity as she was not at the January meeting.

The minutes of the May 14, 2018 Special City Council Meeting were reviewed. Council member Tiner stated on Page 1, under attendance; Mayor Ron Reinhard should reflect absent as he was not at that meeting due to a work commitment. The motion to accept the May 14, 2018 Minutes as amended was made by Council member Tiner, seconded by Council member Nottingham and passed with 2 YES and 1 ABSTAINING by Council member Verity as she was not on City Council at that meeting.

**PRESENTATIONS BY CITIZENS AND VISITORS**

None.

**MAYOR ANNOUNCEMENTS/FINANCIAL REPORTS**

Mayor Howard outlined his goals for the City in moving forward as Mayor.

Mayor Howard stated the Monthly Financials have been provided. We are approximately 66% through the Fiscal Year. Legal and Litigation are over budget at 126% due to litigation. There's been an increase in Workers Compensation. He doesn't see anything out of line other than what's been noted.

Mayor Howard stated the Monthly Legal Activity has been provided. This should be our last invoice from The Jacobson Law Firm.

Mayor Howard thanked Kathleen McCloskey for her work on BiblioTech and asked if she would provide Council an update. Kathleen McCloskey stated BiblioTech is an online library to celebrate San Antonio's Tricentennial Year. An invitation was extended to all the surrounding cities to include the history of their City in the library. She's provided Council a copy of the letter she sent to Elizabeth Churchill asking permission to include her husbands, David Bentley's University of Texas Master of Science in Historic Preservation thesis "Saving Place: Preserving Authentic Community Character" as a book in the City of Grey Forest's library. The publication was about conservation of homes, property and nature in Grey Forest. David Bentley unfortunately passed away several years ago. Elizabeth Churchill responded that David would be delighted to submit his thesis to the library. David adored Grey Forest and talked about his desire to get the entire community historically protected. Kathleen McCloskey stated she will add the thesis to our library.

## **COUNCIL/STAFF ANNOUNCEMENTS**

Council member Nottingham stated not very much has gone on in the last month on the initiative to conserve the Scenic Loop – Helotes Creek Corridor. She had a meeting with representatives from the Greater Edward’s Aquifer Association (GEAA) and discussed putting together a huge community meeting on June 28<sup>th</sup> at 6:30 p.m. at the Community Center. The plan is to enlighten everybody that has property on Scenic Loop Road from Bandera to Babcock, the City of Grey Forest and McNeal Park. They will see who shows up and start making plans on what they can do.

## **COMMITTEE ANNOUNCEMENTS/REPORTS**

Mayor Howard stated the survey on the roads is substantially complete. They still have field work to do on Grey Forest Drive and Sherwood Trail. They will then be able to start the drawings and prepare a report on the nature of property of the City of Grey Forest. The final deliverable of the report will be a surveyed map of Grey Forest showing the various pieces of land owned by the City (roads, streams, etc.). During the research the surveyor identified additional small pieces of land that have been conveyed to and from the City over the years. These extra pieces of property were not anticipated in the original scope of work but could help the City understand the current nature of its properties. It would be an additional cost of \$2,000. Prior to him taking office, Mayor Reinhard authorized Council member Howard to sign the agreement for this additional scope of work. In addition, there’s a strip of land along Sherwood Trail near City Hall that was conveyed to Bexar County. Council member Howard doesn’t understand the logic but there was something in the conveyance that talked about maintenance. The process in getting this land back to the City will need to be handled by the City Attorney and City Engineer. By going through this systematically, we are establishing the City’s boundaries and have an obligation to maintain the property.

## **GREY FOREST COMMUNITY BOARD (GFCB) UPDATE**

Madeline McCloskey stated the Community Center renovation is almost completed. She has a punch list of what’s outstanding that is being sent to Valla. The Open House and Rededication of the Community Center was lovely. She will be making a video of before, during and after the renovation. She hopes it can be linked to the City website once completed so that people can see the transformation that has taken place. They are maintaining the bamboo that has been cut so far and should be good for another two months. Basically, everything they cut in early April was recut this past weekend. Next they will be cutting the Arundo at the Hilltop Bridge.

## **SENATOR FRANK L. MADLA, JR. NATURAL AREA UPDATE**

Council member Nottingham stated the Madla Board had their cleanup this last Saturday and it went really well. They are held on the 3<sup>rd</sup> Saturday of every month if anybody is interested. On Sunday evening, May 27<sup>th</sup> at 6:00 p.m. they will be dedicating the pavilion to Don and Linda Darst. Snacks and beverages are appreciated. Linda Darst was instrumental in keeping the grant going and being reimbursed. She played a huge part in the reason we got through everything.

**BOARD OF ADJUSTMENT UPDATE** – None.

## **POLICE DEPARTMENT ACTIVITY REPORT**

Chief Bejar reviewed the April 2018 Monthly Activity Report. There 110 calls for service, 949 hours worked, 5134 total miles driven, 32 traffic stops, 23 citations issued and 12 warnings issued. Of the citations; 8 were for no through trucks and the previous month, 9 citations were for no through trucks. There were 2 arrests; 1 was an assault and 1 was for possession of narcotics paraphernalia.

## **PUBLIC WORKS ANNOUNCEMENTS**

C.E. “Bubba” Rutledge stated Public Works has purchased a new 2018 Ford F250 gas truck with regular cab. He had a utility bed put on it so the guys can secure the equipment in it. In addition to buying the truck, he got with Mayor Reinhard when he was still here and suggested we purchase a 4” dump bed trailer to pull behind the truck instead of

buying a dump truck. We have already put it to use several times. The truck just came in last week. It has the signs and flashing lights required. The truck and the dump trailer were purchased for approximately \$39,000. We budgeted \$45,000 so it saved money. In addition, having a separate dump trailer allows us to use the new truck for more than just one piece of equipment. It has worked out great and right now you will see the truck pulling the chipper. Public Works has started the chipping process for citizens and are about 1/3 complete. The guys are doing a good job but the brush has sat for a while so they are having to man handle it quite a bit. He hopes to get through the first round of chipping by the end of June. In addition, when they finish chipping on a particular street early, they are doing road repairs and patching pot holes. Citizens Annual Junk Day will be scheduled for Saturday, June 23<sup>rd</sup>. Drop off will begin at 8:00 a.m. to noon or until the containers are full. They will have 2 junk containers and 1 container for metal only.

### **GFU UTILITY ANNOUNCEMENTS**

Jeff English stated Grey Forest Utilities had its Annual Meeting last month. Last year was a great year. As they approach midyear this year; they are having a very good year with approximately 230 new customers so far. Staff is busy planning system upgrades for work to be completed in the next couple of years. The Board of Trustee's needs to have a workshop with City Council to explain what they are looking at in the way of upgrades. There are a number of upgrades to the utility that have been needed for a number of years to help with system reliability and redundancy. They want to keep Council informed as to what they are looking at and where the repairs are. Right now they have a tremendous amount of construction going on across the utility basically from one end to the other, not just focused on the I-10 area. The economy is strong, everybody is building and they are doing very well responding to that. On the water utility part; they will have a final report on reusing the old water tank. He thinks it may end up being to expensive to rebuild the floor and redo some of the work on the inside in order to maintain it. At one point, they thought they could go in and seal it with epoxy but think it is going to be problematic from sanitation issues. The rain has been a blessing to this area and the wells. The aquifer that serves our wells are resilient. They look at the wells every day and feel good about where they stand at this point in the year. They may get to a point where they ask for voluntary conservation but right now the utilities are in good shape financially and operationally.

### **FIRE DEPARTMENT REPORT**

Don Reddout stated the Monthly Report provided shows 4 calls for service which is inaccurate. If you look on the next page; he corrected it showing 2 calls were for testing their phones in this area to see how the radios were responding. For the month of April 2018, there were 2 calls for service; 1 ESM and 1 assist with lock out.

### **NEW BUSINESS:**

#### **1. DISCUSS AND ACT ON APPOINTMENT OF MAYOR PRO TEM**

Mayor Howard stated we need to discuss and take action on appointment of the Mayor Pro Tem. He recommends Council member Jennifer Nottingham as she currently serves as Mayor Pro Tem and is experienced. Mayor Howard asked for a motion. Council member Verity made the motion to appoint Council member Jennifer Nottingham as Mayor Pro Tem. The motion was seconded by Council member Tiner and passed unanimously. Mayor Howard stated Council member Nottingham will serve as Mayor Pro Tem in his absence.

#### **2. DISCUSS AND ACT ON ORDINANCE NO. 224 REAUTHORING AND CONTINUING THE LOCAL SALES AND USE TAX IN THE CITY OF GREY FOREST, TEXAS AT THE RATE OF ONE-FOURTH OF ONE PERCENT TO CONTINUE PROVIDING REVENUE FOR MAINTENANCE AND REPAIR OF MUNICIPAL STREETS**

Mayor Howard stated before Council is Ordinance No. 224 calling for and holding an election for the reauthorization and continuance of the Local Sales and Use Tax in the City of Grey Forest, Texas at the rate of one-fourth of one percent to continue providing revenue for maintenance and repair of municipal streets in accordance with Chapter 327,

Subtitle C, Title 3, of the Tax Code as enacted by the 77<sup>th</sup> Legislature of the State of Texas. The ordinance states the City Council of Grey Forest directed that a Measure to reauthorize and continue an additional one-fourth of one percent local sales and use tax be put on the election ballot for the City of Grey Forest Joint General and Special Election of May 5, 2018. In accordance with Section 327.007 (b), said Measure was placed on the May 5, 2018 election ballot for citizens to vote for or against. The tax expires on the fourth anniversary of the date of this election unless the imposition of the tax is reauthorized. Such Measure passed by a vote of 180 FOR to 32 AGAINST at the election. The votes were properly canvassed and adopted. The Measure was therefore authorized and adopted. The local sales and use tax at the rate of one-fourth of one percent for the designated purpose is reauthorized and shall continue uninterrupted. The Ordinance shall become effective on and after the 5<sup>th</sup> day of May, 2018. Mayor Howard asked for a motion. The motion to approve Ordinance No. 224 was made by Council member Nottingham, seconded by Council member Tiner and passed unanimously.

**UNFINISHED BUSINESS**

**3. DISCUSS AND ACT ON RESOLUTION NO. 001-18 APPROVING THE CITY'S PARTICIPATION IN THE HOUSING AND URBAN DEVELOPMENT (HUD) COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) AND HOME PROGRAMS FOR THE FISCAL YEAR 2019, 2020 AND 2021 AS APPROVED BY CITY COUNCIL ON APRIL 24, 2018**

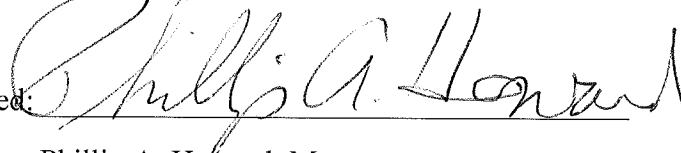
Mayor Howard stated Resolution No. 001-18 approves the City's participation in the Housing and Urban Development (HUD) Community Development Block Grant (CDBG) and HOME programs for the fiscal years 2019, 2020 and 2021 as approved by the City Council on April 24, 2018. At the April 24, 2018 City Council Meeting, City Council authorized the Mayor of the City of Grey Forest to execute the Community Development Block Grant Program Cooperative Agreement with the County of Bexar. Mayor Ron Reinhard signed said Cooperative Agreement on April 24, 2018 however, Bexar County notified the City that a Resolution approving the City's participation must accompany the Cooperative Agreement. Mayor Howard asked for a motion. The motion to approve Resolution No. 001-18 was made by Council member Tiner, seconded by Council member Nottingham and passed with 2 YES and 1 ABSTAINING by Council member Verity as she was not a part of the April 24, 2018 Council Meeting.

There was no further business. Mayor Howard adjourned the Regular City Council Meeting at 7:12 p.m.

These minutes were written/recorded by Shamau Kinley.

These minutes were approved as ~~written~~ amended on the 27<sup>th</sup> day of November, 2018.

Signed:



Phillip A. Howard, Mayor