

MINUTES
REGULAR MEETING

April 23, 2019

A Regular Meeting was held by the Grey Forest City Council of the City of Grey Forest, Texas on April 23, 2019 at 6:37 p.m. in the Grey Forest Council Chambers, 18502 Scenic Loop Road, Grey Forest, Texas. The following members present to-wit:

Mayor Phillip Howard
Council member Kimberly Verity
Council member Geri Poss

Council member Jennifer Nottingham
Council member Lynn Tiner
Council member Susan Darst

Staff Present:

City Attorney Ryan Henry
Sgt. Scott Ristow

City Secretary Shannan Kinsley
Assistant to City Secretary Joni Baker

Call to Order – City Council Regular Session

Mayor Howard called the regular meeting to order at 6:37 p.m.

Opening Pledge of Allegiance to the Flag of the United States
(Mayor Howard)

Executive Session

1. City Council will meet in Executive Session under Section 551.071 of the Texas Government Code, discussion of A) litigation of Edwin Scharf and Irene Scharf v. the City of Grey Forest and B) Executive Session on pending and contemplated litigation for code enforcement purposes and legal aspects regarding such litigation.

Council member Poss made the motion to retire into Executive Session. The motion was seconded by Council member Darst and passed unanimously.

City Council retired into Executive session at 6:39 p.m.

Council members met with City Attorney Ryan Henry.

The Executive Session was adjourned at 7:56 p.m.

The Regular City Council Meeting was reconvened.

Consent Agenda Items

Minutes – Consideration and/or action regarding the approval of the minutes of the Regular Meeting of December 18, 2018. Minutes were accepted as written. Consideration and/or action regarding the approval of the minutes of the Regular Meeting January 22, 2019. Council made motion to change pg. 3 Public Works (Public Works Temp. Pay, Bubba Rutledge). Minutes were accepted as amended. Mayor Howard recognized Council member Nottingham who moved and was seconded by Council member Tiner. *The vote was unanimous Council members Verity, Poss and Darst voting for and no one voting no. Motion Passed.*

Hearing of Residents

Mayor Howard recognized the following who spoke:

- Ron Reinhard introduces himself as past Mayor. Expresses his concern on Agenda pertaining to the City Secretary and running the Administration by the Committee. Strongly suggest to not micromanage Shannan. He states that Shannan did and does a fantastic job. Encourages the Council to be considerate of the fact that you cannot run the City Administration by Committee.

Mayor Announcements – None

March 2019 Monthly Financials

- Board agrees that the new QuickBooks printout is much easier to read.

Council/Staff Announcements – None

Committee Announcements/Reports – None

City Events and Announcements

- Announcements and update of upcoming Grey Forest Community Board (GFCB)

Mayor Howard recognized Council member Jennifer Nottingham to provide the announcements:

Saturday, May 11th

Garage Sale

Bandera County is working with Texas Parks and Wildlife Department on a Healthy Creeks program which includes spraying with herbicide. Board of Director has asked Laurie Hawkins to investigate.

- Announcements and update of upcoming Senator Frank L. Madla, Jr. Natural Area

Mayor Howard recognized Council member Jennifer Nottingham to provide the announcements:

Saturday, March 21st

Fundraiser

La Hacienda

Spring Auction

Planning on Grey Moss Inn in the fall

Board of Adjustment Update – None

Police Department Activity Report

- Announcements of March 2019 Monthly Report

Mayor Howard recognized Sgt. Scott Ristow who will provide the following announcements:

219 total calls for service, 55 Summons (3 of which were trucks), 2 Notable cases (1 traffic stop/arrest with possession of cocaine under 2 grams, 1 Possession of narcotic paraphernalia @ Beckmann Cottage, 1 chainsaw stolen).

Started the “Knock & Talk” program door-to-door should be complete by the end of April.

SOP’s have been completed being edited for Mayors approval.

Sgt. Ristow introduces William Hilt as new officer.

Public Works

- Announcements of March 2019 Monthly

Mayor Howard provides the following announcements:

Normal maintenance. Roofs have been cleaned off from all the limbs and leaves that had been blown off during the storms.

Continuing patching Scenic Loop bad places and filling with asphalt and preparing for the next step.

Saturday, June 22nd

Junk Pick-up

GFU Utility

- Announcements - None

Mayor Howard provides the following announcements:

Wednesday, April 24th

Annual Meeting

GFU Facilities

Fire Department

- Announcements of March 2019 Incident Report

Mayor Howard recognized Don Reddout who will provide the following announcements:

Total of 6 calls average response time 4.67 minutes (3 assist EMS, 1 gas leak, 2 assist Police)

Unfinished Business

2. **Discuss and act on litigation of Edwin Scharf and Irene Scharf v. The City of Grey Forest** – Consideration and/or action adopting recommendation of Council in Executive Session. Mayor Howard recognized *Council member Darst who moved to Consider and/or act on adopting recommendation of Council in Executive Session. Seconded by Council member Poss. The vote was unanimous Council members Nottingham, Verity and Tiner voting for and no one voting no. Motion Passed.*

New Business

3. **Discuss and act on from the Executive Session and recommendation from City Attorney –**
4. **Discuss and act on Fire Inspections and Code Enforcement requirements; Discuss and act on any updates or recommendations from staff –**

(Items 2-4 where discussed in Executive Session) – Passing Motion to adopt the recommendation of Council in the Executive Session.

5. **Ordinance No. 229** - Consideration and/or action approving Ordinance No. 229 Creating and Providing for Municipal Court as well as the related finances not to exceed \$33,000 per annum. Mayor Howard recognized *Council member Verity who moved to Consider and/or act on approving Ordinance No. 229 Creating and Providing for*

Municipal Court as well as the related finances not to exceed \$33,000 per annual. Seconded by Council member Nottingham. The vote was unanimous Council members Tiner, Poss and Darst voting for and no one voting no. Motion Passed.

The following was read into record:

ORDINANCE NO. 229

Discuss and act on Ordinance No. 229 Creating and Providing for a Municipal Court of Record Pursuant to the Provisions of the Uniform Municipal Court of Record Act, Texas Government Code, Sections 30.00001 through 30.00027 -

6. Discuss and act on training and format of meeting minutes including forms from the Texas Municipal Clerks Handbook –

Mayor Howard recognized Council member Darst to present handbook. Consideration and/or action using a more abbreviated format of meeting minutes making it less time consuming for Administrative staff and more efficient. First handout from Texas Municipal Clerks Association Guide to meeting minute formatting. Large document with every type of situation that would be documented in meeting minutes. Second, copy City of Helotes as they follow the format. Current meeting minutes are long and in depth per previous Council request. Administration is open to abbreviated meeting minutes. City Attorney agrees and is very familiar with the abbreviated format. Once minutes are approved then recording is deleted. Council understands the lack of man hours and realize that the City Secretary has no time to go to meetings or seminars to learn these things. Time for transition period from old format to the newer format will be at the comfort level of City Secretary and City Attorney. Shannan Kinsley asks for it to go on record that Council is for the abbreviation and not being more detailed. Shannan states that the City Attorney, Ryan Henry has been very helpful to her and getting us where we need to be. Ryan stated that minutes are picked to what is best for the City. Legally, City Attorney does not like verbatim minutes. They cause more problems than they are worth. Legally what is required is what occurred and not what everybody has said. Motion to direct Shannan to utilize the Texas Municipal Clerks Association Manual as a guide in order to come up with an abbreviated minute protocol that she is to follow. Mayor Howard recognized *Council member Nottingham who moved to direct Shannan to utilize the Texas Municipal Clerks Association Manual as a guide in order to come up with an abbreviated minute protocol that she is to follow. Seconded by Council member Darst. The vote was unanimous Council members Verity, Tiner and Poss voting for and no one voting no. Motion Passed.*

7. Discuss and act on the City of Grey Forest Code of Ordinances Codification; to include status update and detailed plan for finishing Codification –

Mayor Howard recognized City Secretary Shannan Kinsley for update. Passed last meeting and published a week ago we are just at the ten days. Franklin will now do the printing and work on getting online. Published one time in the Echo. City Attorney, Ryan Henry states normally the default is twice unless it is a weekly paper. Ryan will confirm and update by next meeting. Shannan will update next meeting.

8. Discuss and act on plan to update the City Health Code and Formulate detailed plan-

Mayor Howard recognized following the guidance of the Attorney in Executive Session to update selected sections of our Ordinances and proceed forward with no further action needed.

9. Discuss and act on Council's directive outlining priorities for the City Secretary –

Mayor Howard recognized Council member Nottingham to present what she meant. Changing the meeting minutes to an abbreviated format is a start. Question was asked if there was anything else that Council could do to help make Shannan's job easier or simpler. Shannan stated that Joni Baker has only been here 5 months at 20 hours per week and we are trying to get through 5 plus years of back log. Council member Nottingham asks if Shannan is putting Minutes online?

10. Discuss and act on what Council can do to assist the City Secretary in Getting Council Meeting Minutes up to date, how to keep them current and posted on the City website -

The following intense discussion lasted approximately 45 minutes.

Mayor Howard recognized Shannan.

Shannan Kinsley: Minutes have been online since website has been up. Minutes cannot be uploaded until corrections are made, approved by Council and signed by the Mayor. All approved minutes are on the website.

Mayor Howard: When Joni Baker was hired part-time 20 hours per week, we were behind four years on things. When Shannan started there was a City Secretary, Police Chief and part-time Court Clerk. The City now has 4 full-time officers, 3 Public Works employees, Joni Baker and approximately 25 reserve officers. An \$86,000 Police Grant was submitted and took a large amount of Shannan's time. Shannan takes care of: City Administration, Finance and Accounting, Purchasing, City Secretary, Development Services Director, and Human Resources. She is working short term rentals, etc. She needs help, Joni Baker should become full-time. Shannan also needs to stay current with training classes, which due to her tremendous workload has been impossible. Since Joni Baker has been here, we have installed new computers and upgraded our software. One of the goals of the new Budget was to improve the efficiency in the City Administration

to better serve the citizens and stay compliant with federal, state and county rules and regulations. There are large fines if we do not stay compliant. Every time the legislature meets there is a 30% increase in regulations that apply to cities. We need to get caught up and stay current. We need to make Joni Baker full-time to help with everything.

Council member Poss: We need to get Shannan more help. We also don't have anyone cross trained.

Shannan Kinsley: Been asking for help for a long time. Was asked to make a complaint form and stated adamantly it is not a priority, but others on Council do. Building permit process needs to be modified and put on the website. That is a priority, not the complaint of one person. If Council is going to start dictating her priorities, she wants it outlined in the meeting what the priority is, so when real priorities arise it has been clearly documented. I am only one person. We started with 3 people now we have 12. We have taken on 2 park lands and I am Treasurer for both, posting their agendas and financials. High maintenance is required in helping the Boards get through things.

Mayor Howard: Policy and Procedures Manual outlines he is responsible for the Administration and setting priorities. If Council wants the responsibility they should plan on a weekly meeting. If something needs attention, lets sit down and talk about it. We started out with updating technology then started cleaning out back logs of information. Please note, the stock room has gone from a junk room to an efficient storage area. Recent legal activity has consumed massive amount of time and Council is concerned about having a complaint form. Complaint forms can be set up on the website, citizen prints it off, writes down their complaint, sends it in, Shannan files it by date. But one person making the same complaint over and over again is not a complaint. A complaint is five or ten people reporting the same thing.

Shannan Kinsley: No one ever asks what people are complaining about. We have more questions concerning building permits than complaints.

Mayor Howard: Can work up list of current major priorities and fit in other small ones.

Council member Verity: Would like a list of all things we are working to accomplish. We set goals a year ago but need to be reminded what end game is and will adjust as we go along.

Council member Nottingham: Is Joni Baker interested in a full-time position?

Council member Darst: Doesn't believe it's on the Agenda. There needs to be more conversation on hiring a full-time employee.

Council member Nottingham: It needs to be on next Agenda.

Mayor Howard: It is on the Agenda as Discuss and act on what Council can do to assist the City Secretary getting Council Meeting minutes up to date and posted on the website.

Council member Darst: Simply wants to clarify things and support Shannan. How many hours are considered full-time? Our City Hall is not open 40 hours a week.

Attorney Ryan Henry: Anything over 32 hours.

Council member Darst: City Hall should be open 8 to 5.

Shannan Kinsley: I can make that happen. But people cannot call or text after work with issues. When Belinda McCall is gone for the day, I will not be covering her job. We are a small office and wear multiple hats; helping each other out. I have been asking for

years to be made an hourly employee. I will work 8 to 5 but the City will pay me for all hours worked, not just 40.

Council member Darst: There are some points that need to be navigated before we just say we are going to hire another full-time person. Will she be hourly or salary? If you don't want to be contacted after hours why are you a salary employee?

Ron Reinhard: I am the one who through Council established 9:30-4 office hours. A lot of work goes on when the office is closed to the public. Shannan does a great job dealing with the constant interruption of people walking in, but I believe an hour of non-interrupted time at the beginning and end of the day helps. City Hall does not need to be open 8-5.

Mayor Howard: Shannan needs immediate assistance and would like to see Joni Baker full-time at 40 hours a week. We can adjust the office hours.

Council member Verity: The job is not just 9-5. Shannan's job is much more than that. Having the business hours change isn't going to gain anything. It's not a matter of being open; it's a matter of the work done in the allotted amount of time.

Council member Darst: Shannan, what hours do you work? Do you work 40 hours a week?

Shannan Kinsley: Between time at the office, work at home and phone calls, I do. I should be made an hourly employee. This has been a complaint for years. If I work 32 hours, pay me for 32. If I work 60 hours, pay me for 60. I would prefer hourly because when I work over 40 you will pay me time and a half.

I am here every day; if I am going to be told what a priority is and what is not by Council when they are not here every day, I want it clearly outlined in writing and on the record.

Council member Verity: Doesn't believe Council always knows what's going on because they're not always updated on topics.

Council member Poss: There's a misunderstanding that hours posted are the actual hours worked.

Shannan Kinsley: Every year during Budget time I need help and often the hours are a problem. Council wants to keep it the same, but the next year everybody complains about it. Council has hired 12 people in the last 12 years, but I am still the only person doing administration. I need help but we don't have money, so I go with it. Now that I am being told what the most important task is, I will do what Council says, but I want it on the record that it is still just me. You either need to address the staffing issue or my performance.

Council member Verity: Doesn't think Council is trying to tell her how to prioritize; that this is becoming a personal issue. Council feels they haven't been in the loop on some of the goals set a year ago. Need a task list. Things Council talks about in meetings need to go on the list so they can be revisited. Creating a list will eliminate some of this.

Council member Nottingham: Has no idea what Joni Baker is doing. Is very impressed at all the stuff that has been shredded and cleaned up, but no one has told her what Joni is doing.

Mayor Howard: Has informed Council at previous Council meetings that she is helping with technology and working on back files.

Council member Verity: It's not our job to micromanage. We are here to serve the citizens of the community and help set the annual budget.

Council member Nottingham: When citizens ask it's embarrassing to say, "I don't know."

Council member Verity: Never say "I don't know" direct them to City Hall.

Council member Nottingham: Don't want them coming to Shannan, she's already busy.

Shannan Kinsley: Council member Nottingham calls her often asking what's going on; why doesn't she know?

Council member Nottingham: That is true.

Shannan Kinsley: You are able to tell citizens what is going on because you ask and are given an answer.

Council member Nottingham: Admires Shannan greatly and thinks what she does is impressive and huge. What are some things that would help Shannan?

Council member Darst: Council loves Shannan. They are her biggest advocates. I wanted the Meeting Minutes on the Agenda because our goal is transparency. We want to be compliant and want the codes accessible to people online so there is no confusion about what is allowed and what is not. Can I run a business or not? We should have our minutes on the website. Last minutes on the website is August 28, 2018.

Shannan Kinsley: September's and October's minutes were signed today by the Mayor. If Council wants me to change how I correct the minutes I will do that too, but with direction.

Council member Verity: Who asks for the minutes beside Council members?

Council member Darst: Nobody.

Shannan Kinsley: No one has made a complaint. There are some citizens who call even when things are online. They just want to talk. Should I start to tell people no more than 30 minutes? If Council wants to be the kind of City where I tell them I can't talk to you, give me your question and I will get back to you within 72 hours, I will be more than happy to do it. But I want direction to do it.

Council member Verity: Shannan isn't that kind of person. I don't believe that's who we are as a City.

Shannan Kinsley: I agree. I feel the Mayor is being micromanaged by Council. They are trying to take away his ability to manage me and what I am doing. He has pushed for a lot of things since he has been here. We sat on The Code of Ordinance for several different reasons for four or five years. One of Mayor Howard's things was to get the Code done. He pushed me. Other things were important too but that was priority, so I worked with him on it. A complaint form is not something I should put the financials aside for. I have permits that are behind too. Council can tell us exactly how to do it and I will work within those means, but it has to be in writing and documented so that when I don't do what I feel is important to my job I can make it very clear I find it to be a priority.

Council member Darst: Without this conversation happening we wouldn't have clarification.

Mayor Howard: Same question still stands. Are we going to give Shannan help now?

Council member Verity: Mayor Howard has Administrative authority over how this City operates and it needs to be established right now so that we are clear going forward. Council needs to work as a team. We represent the community and residents, but we also have to be a team. I feel some of my team members have hurt feelings and that is never healthy. We need to hash it out but remember Mayor Howard has Administrative authority for how the City operates.

Mayor Howard: If Council has something, they need to discuss his phone is available weekends and evenings. If you have a problem, bring them to him and he will work it out with Shannan. She is the frontline soldier. She works the desk and sees the things that are coming in so she can give us real time information. Agrees that we need a task list.

Council member Verity: There needs to be a better job of communicating what we are working on and if there is something that needs to be brought forward in the next Council Meeting. We get an email from Shannan asking us if we have an agenda item. If there is a way to communicate better prior to agenda items we need to figure that out.

Mayor Howard: If a thought comes up send me an email or give me a call. Also understand for the long-term all of us are volunteers and most people have full-time jobs.

Attorney Ryan Henry: In representing many cities I see exactly what you're going through right now. Normally it is because you have grown but you haven't grown the parts of the City along with it. Council makes the policy and the Mayor and Shannan execute, that is the follow through. Policy makers are not supposed to become executors. You are to be policy makers. Whenever you are feeling your objectives as a Council are not being met, one of the biggest reasons is that Shannan is already stretched. I have seen City Secretary's that have been stretched too thin. Shannan has impressed me with her ability to juggle as much as she does right now. She is going to break because the City is still growing, and things still need to happen. She needs some help. You do need to recognize that she needs help. You will get more immediate responsiveness in what you are looking for if she has the time to do it because she has been given the help to do other things. If you do not want to do the help now, make it a temporary 60 days while you evaluate it, but get her some help. The more she can get knocked out the better. Being behind on certain things has certain legal consequences and they are not good legal consequences. Certain things need to be caught up with as soon as you can. The Open Meetings Act applies, and you cannot use Shannan as an intermediary. You can communicate it to the Mayor directly, but you cannot share what was said to the others. You cannot talk to one member then go talk to another member about what you talked to the other about.

Council member Verity: We need a list.

Ron Reinhard: Let the Mayor do his job and let Shannan get her job done.

Council member Darst: Let's discuss getting Shannan help but she has expressed she wants to be hourly. We should take care of Shannan and her wishes first and do our due

diligence with the financials. From there formulate what we are going to do and how. Let's do our homework and know what it is from A-Z that we are doing.

Council member Poss: Recommends that we keep them both as full-time employees and not do hourly at this point, as hourly is always more expensive. We can reevaluate in 60 days with Shannan's input.

Shannan Kinsley: Did not come to the meeting to complain about hourly. But it has been a complaint about her so either address her performance or look at her hours and accept that she is doing her job. I want things on the record because I feel like people are saying they don't know what is going on, but it has gone on for years there is nothing new. I wanted it addressed again because it is obvious people don't think I'm working hours or whatever the issue is – I want it on the record. I am fine with staying salary and with people texting me after work and on weekends but if you are going to complain about my not being here 8-5 then don't call me on the weekend. If I am working 8-5 then I am a 40 hour in-office worker. If there is an issue after hours, it will have to wait until I am back on my 8-5 job. We are a small city and I don't have multiple staff to fix problems. I am the fixer.

Don Reddout: As past Mayor there has been a lot of discussion on this matter. I think hiring somebody is a little vague about being on the agenda. I think it needs to be on next month's Agenda.

Ron Reinhard: Disagrees. I think the Council should act and discuss on what to do to get the Minutes up to date. Suggests Joni Baker go full-time on a 60-day temporary basis to help with this item. Next meeting Council can make an adjustment for salaries and it gives a chance for other discussion. Encourages Council to do something tonight to address this.

Mayor Howard recognized Council member Poss who made a motion to approve full-time for Joni Baker seconded by Council member Nottingham. *The vote was 2-3 with Council members Poss and Nottingham, voting for and Council members Darst, Tiner and Verity voting against.*

Mayor Howard recognized Council member Darst who moved to extend a 60-day full-time position trial period, effective immediately, contingent upon coming back next month knowing the exact financial information; where the money is coming from; what our projection is upon permanent approval for when we meet again in May with all the financial homework done.

Seconded by Council member Verity.

Ron Reinhard: Once an employee goes full-time there are things that impact other stuff such as retirement.

Attorney Ryan Henry: The way the motion is phrased it is on a temporary basis. It doesn't matter if you work 40 hours.

Council member Poss: Is the 60 days salary only and not the benefits?

Attorney Ryan Henry: That is the way the motion is stated.

Shannan Kinsley: She will continue to get retirement because that is part of her position. *The vote was unanimous with Council members Nottingham, Verity, Tiner, Poss and Darst voting for and no one voting against.*

Attorney Ryan Henry: Request there be an Executive Session at the next council meeting regarding hiring of Joni Baker.

11. Discuss and act on formalizing policy/procedure for citizens complaints and creating a formal and trackable citizen complaint process.

Mayor Howard states that he and Shannan will handle the Administration and will put on Task List.

12. Discuss and act on status of short-term rental permits and renewals, plan for late/non-renewals; to include a status update on current and expired permits

Mayor Howard recognized Council member Nottingham who stated that one short-term rental is up to date. Both of the others are still working on getting them up to date, but they have expired. Concern is to let them continue operating even though they have expired, or do we need to do something about it. They both know they are expired. Shannan states that it goes back to the Code Enforcement. We do not have a Code Enforcement for both short-term rentals and building permits. If Council wants Shannan to address short-term rentals and don't worry about permits, she will do it but would like the directive. One expired April 17th and their house inspection is on Friday. The other one expired November 29th and they have done everything except pay the fee and said that they didn't realize that they hadn't paid the fee. Shannan does not follow up with Air BNB on who is operating businesses and she is not out on the street looking to see who is operating. Question from Council member Nottingham to City Attorney is it okay to keep tabs on the short-term rental permits and not the other Permits. City Attorney states yes. Council member Tiner states that the ordinances have to be done so that the City can actually do something about the permits. City Attorney suggested that this topic is looped in with other topics and let him come back next month with some answers. He requested that it be put on hold. It will be integrated. **Tabled.**

13. Discuss and act on hiring a part-time code compliance/enforcement officer

Mayor Howard recognized Council member Darst who brought to the table. As Shannan stated she does not have time to follow up on permits. We are lucky to have caught Grey Moss Inn when we did for health and safety reasons. Code Compliance Officer is needed. It would relieve Shannan, Police Officers and neighbors telling on one another. Shannan states that she is not qualified to be a Code Enforcement Officer. Mayor Howard stated that goes on the To Do List. We need time to research cost and getting codes up to date. By September we should have all answers in place to hire a Code Enforcement Officer. Shannan gets multiple complaints on selective enforcement. Board agrees on directing an Official Code Enforcement on next Budget. Mayor Howard puts on Task List.

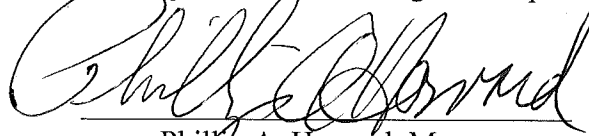
14. Discuss and act on detailed plan for Scenic Loop Road roadwork, road repair schedule, costs and possible authorization by council to spend budgeted money

Mayor Howard states that \$75,000 was budgeted and allocated for the repair of Scenic Loop Road. Public Works to save money with the guidance from the Helotes Public Works Director and with a former Helotes Public Works employee that we hired from Helotes and has experience with this. Has been going through and identifying all the spider pieces and are in process of cutting all of these out. James Swisher has volunteered to loan us his bobcat to pop the chunks of pavement out. They are refilling them with asphalt. An example is the section from the Helotes City Limits to Bandera Road. Helotes is doing the same work. Glen Logan who runs an asphalt company has been advising them. There has been one citizen who has called and complained. They are laying it back down as it was originally there and compacting it down for preparation. Helotes has agreed to add Grey Forest as an addendum to their bidding process so that Grey Forest does not have to jump through hoops. Helotes will bid the seal coat that will go over it and then the striping. Based on experience of Josh Mair he said it should be right at \$75,000 for everything. The bid will not go out until sometime after May 1st. Helotes is doing Grey Forest a huge favor by letting us on their bid and it will cut down on Grey Forest cost. Helotes is outsourcing all of their work. Contractor will look at all road repairs and perform a density test. The density test has to meet their test requirements. The bid is in the Mayor of Helotes office. Council member Darst would like to announce to our citizens that roadwork is being done.

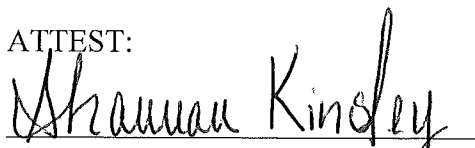
Council member Darst states that she hopes Shannan knows that they would be lost without her and they appreciate everything Shannan does. They love Shannan. Thank you to Lynn Tiner for all of his time on the Board as he will move to the Variance Committee.

Adjournment

As there was no further business, Mayor Howard adjourned the meeting at 9:48 p.m.


Philip A. Howard, Mayor

ATTEST:


Shannan Kinsley, City Secretary