

**MINUTES  
REGULAR CITY COUNCIL MEETING  
CITY OF GREY FOREST  
GREY FOREST COMMUNITY CENTER  
18249 SHERWOOD TRAIL  
HELOTES, TX 78023  
OCTOBER 29, 2020**

The Regular City Council Meeting of October 29, 2020.

**City Council Present:**

Mayor Mitch Thornton, Mayor Pro Tem Susan Darst, Council Member Jennifer Nottingham, Council Member Geri Poss, Council Member Sean Skaggs, and Council Member Kimberly Verity.

**Staff Present:**

Chief Rene Rodriguez, Asst Chief Frank Francis, Sgt. Scott Ristow, Officer Randall Sanders, Officer Raymond Yee, Sonya Herrera, and Linda Zartler.

**Registered/Recognized Citizens/Guests:**

Madeline McCloskey, K. McCloskey, and Murry Hughey

The Mayor called the City Council to order at 6:30 PM

Mayor Thornton declared a quorum with all Council present. The meeting was started with the Pledge of Allegiance.

**PRESENTATIONS BY CITIZENS AND VISITORS**

Mayor called on Mr. Dennis Drouillard Attorney for Shannan Kingsley. Mr. Drouillard informed the City Council on a pending lawsuit to prevent the hiring of new City Secretary. He stated they believed that the action was improper as a resignation could not be accepted, as it was rescinded by Ms. Kingsley.

**ANNOUNCEMENTS / REPORTS / MAYOR AND CITY EMPLOYEES**

**MAYOR ANNOUNCEMENTS – NONE**

**FINANCE MONTHLY REPORT – NONE**

**COUNCIL/STAFF ANNOUNCEMENTS – NONE**

**COMMITTEE ANNOUNCEMENTS – NONE**

**RECEIVE UPDATE FROM THE MAYOR'S ROAD ADVISORY COMMITTEE**

Council Member Nottingham noted that the Mayor's Road Advisory Committee is collecting additional information to include in the presentation. She stated she preferred a presentation during a Workshop between the November and December Council Meeting, with an approval at the December Council Meeting.

**GREY FOREST COMMUNITY BOARD (GFCB) UPDATE [CHAIRPERSON MADELINE MCCLOSKEY OR DESIGNEE]**

Ms. Madeline McCloskey informed the City Council that on Saturday, October 31<sup>st</sup>, Halloween ghost stories is scheduled in the Park.

## **SENATOR FRANK L. MADLA, JR. NATURAL AREA UPDATE [COUNCILMEMBER NOTTINGHAM OR DESIGNEE]**

Council Member Nottingham informed the City Council that fundraising, and acceptance of donations are continuing for Madla.

## **BOARD OF ADJUSTMENT UPDATE- NONE**

## **POLICE DEPARTMENT MONTHLY REPORT**

Chief Rene Rodriguez presented the September 2020 Monthly Report. He stated that no new notable cases occurred. A brief discussion ensued regarding the activities during the month. Chief Rodriguez called on Sgt Scott Ristow. Sgt Ristow introduced Officer Randall Sanders to the Council. Sgt Ristow briefed the City Council on the tenure of Officer Randall Sanders with the department.

Asst Chief Frank Francis informed the City Council of the evaluation process for each officer and the departments efforts on community relations and traffic enforcement.

Officer Raymond Yee updated the City Council on the status of the COVID-19 Grant.

## **PUBLIC WORKS MONTHLY REPORT**

Mayor Thornton briefed the City Council that the Public Works Department has been busy, but he utilized them during a recent cold morning to empty the attic of records, so that a complete inventory could be made of the records.

## **GFU UTILITY ANNOUNCEMENTS**

Mayor Thornton commented that he attended the GFU Utility Board meeting on Wednesday and it was reported that revenues were still down from commercial activities, but GFU is still hopeful that some of the revenues will be made up before the end of the year.

## **FIRE DEPARTMENT MONTHLY REPORT**

Report was included in the Council packet.

## **THE FOLLOWING ITEMS MAY BE CONSIDERED AT ANY TIME DURING THE REGULAR COUNCIL MEETING:**

### **CONSENT AGENDA**

### **APPROVAL OF MINUTES**

Mayor Thornton informed the City Council that the Minutes of August 25, 2020 had been previously approved, and no action was necessary at this time.

- August 25, 2020 Regular City Council Session
- September 10, 2020, Special City Council Session – Budget Workshop September 17, 2020, Special City Council Session – Budget Workshop

Mayor Pro Tem Darst requested the Minutes of September 10, 2020 be addressed. She noted two corrections.

MOTION WAS MADE BY COUNCIL MEMBER POSS TO APPROVE THE MINUTES OF SEPTEMBER 10, 2020 WITH THE CORRECTIONS AS PROVIDED. MAYOR PRO TEM DARST SECONDED THE MOTION. COUNCIL PASSED 5-0.

MOTION WAS MADE BY COUNCIL MEMBER NOTTINGHAM TO APPROVE THE REMAINING CONSENT AGENDA AS PROVIDED. COUNCIL MEMBER POSS SECONDED THE MOTION. COUNCIL PASSED 5-0.

#### **NEW BUSINESS**

##### **Discuss and take possible action on the appointment of Linda Zartler to the position of Interim City Secretary**

Asst. City Attorney Sonya Herrera reminded the City Council that the action to be taken was for appointment of an Interim City Secretary, to continue to handle municipal business.

MOTION WAS MADE BY COUNCIL MEMBER SKAGGS TO APPOINT LINDA ZARTLER TO THE POSITION OF INTERIM CITY SECRETARY. COUNCIL MEMBER NOTTINGHAM SECONDED THE MOTION.

MOTION WAS MADE BY COUNCIL MEMBER POSS TO DIRECT THE ASST CITY ATTORNEY TO PREPARE A RESOLUTION FOR THE CITY COUNCIL TO ACT ON. COUNCIL MEMBER NOTTINGHAM SECONDED THE MOTION. MOTION PASSED 5-0.

##### **Discuss and take possible action on Resolution No. 008-21 Designating The Echo as the City's official newspaper.**

Mayor Thornton reminded the City Council that the City must make an annual designation of the City's official newspaper.

MOTION WAS MADE BY COUNCIL MEMBER NOTTINGHAM TO APPROVE RES. NO. 008-21 DESIGNATING THE ECHO AS THE CITY'S OFFICIAL NEWSPAPER. MAYOR PRO TEM DARST SECONDED THE MOTION. MOTION PASSED 5-0.

Discuss and take possible action on the installation of playground equipment at the Community Center.

Mayor Thornton called on Ms. Madeline McCloskey. Ms. McCloskey briefed the City Council on the proposed design elements of the desired playground. A discussion ensued regarding the materials, and the number of children in the area who would use the playground. Mayor Thornton informed the City Council that Grey Forest Utilities has expressed a desire to fund a portion of the new playground. Ms. McCloskey addressed the aspect of an engineer who would review the plans for the playground. Council expressed their desire to see more than one option on the location of the pieces of equipment and what might be included. It was the consensus of the City Council to meet individually with Ms. McCloskey and review the proposed plans for the playground.

##### **Discussion and take possible action on the proposed November City Council meeting.**

Mayor Thornton offered the suggestion of changing the November City Council meeting to November 10, 2020 due to the regular scheduled Council meeting falling close to the Thanksgiving Holiday. He noted that there are several items to come before Council and rescheduling the meeting may not permit all items to be properly prepared for the revised meeting date.

MOTION WAS MADE BY COUNCIL MEMBER POSS TO CHANGE THE REGULAR NOVEMBER CITY COUNCIL SESSION TO NOVEMBER 10, 2020 AT THE GREY FOREST COMMUNITY CENTER. COUNCIL MEMBER POSS SECONDED THE MOTION. MOTION PASSED 5-0.

**UNFINISHED BUSINESS- NONE**

**EXECUTIVE SESSION**

- a) Receive update from City Attorney regarding pending litigation between the City of Grey Forest and Edwin and Irene Scharf pursuant to Texas Government Code Sec. 551.071 (consultation with legal counsel).
- b) Discuss employment matters related to the vacant City Secretary position pursuant to Texas Government Code Sec. 55.074 (Employee Matters).

Mayor Thornton called the City Council into Executive Session at 7:27 PM.

Mayor Thornton reconvened into Open Session at 8:34 PM.

**GENERAL ANNOUNCEMENTS & FUTURE AGENDA ITEMS REQUESTED**

Mayor Thornton noted that the future agenda items include a proposed Sign Ordinance and the update of the Mayor's Advisory Road Committee.

**ADJOURNMENT** The City Council adjourned at 8:41 PM.

These minutes were approved as written/amended on the 36 day of January, 2021

APPROVED:

  
Charles Mitchell Thornton

ATTEST:

  
City Secretary