

**MINUTES
CITY COUNCIL
CITY OF GREY FOREST, TEXAS
GREY FOREST COMMUNITY CENTER
18249 SHERWOOD TRAIL
HELOTES, TX 78023
September 28, 2021, 6:30 PM**

I. CALL TO ORDER

Mayor Charles M. Thornton called the meeting to order at 6:30 p.m.

II. ROLL CALL

Mayor Charles M. Thornton Jr., Mayor Pro Tem Geri Poss (via telephone), Council Member Jennifer Nottingham, Council Member Susan Darst, Council Member Sean Skaggs, and Council Member Kimberly Verity

Staff Present: City Secretary Miguel Cantu, Chief of Police Rene Rodriguez, Administrative Assistant Nichole Heinrich, Deputy Chief Frank Francis, and SGT Scott Ristow

III. PLEDGE OF ALLEGIANCE AND INVOCATION

The meeting commenced with the Pledge of Allegiance.

IV. PRESENTATIONS BY CITIZENS AND VISITORS

Lorna Maine wished to address the City Council regarding the City's appeal to the Scharf case. Mrs. Maine talked about the attorney, informing City Council the attorney had guaranteed a win and ultimately the City lost the case. Mrs. Maine stated the City Council should be leery of letting an attorney make a decision for an appeal.

Ms. Kay McCloskey wished to address the City Council regarding the City's entrance flower beds that Ms. Madeline McCloskey had been tending. She mentioned that the Public Works had chopped the beds down two days prior. Ms. K. McCloskey was saddened to see them chopped down since Ms. McCloskey spent all summer tending to the flower beds and hope Public Works get some training.

V. ANNOUNCEMENTS / REPORTS / MAYOR AND CITY EMPLOYEES

a) Mayor Announcements

1) Financials

Mayor Thornton presented the future financials and August 2021 Check Details. Additionally, he added that Open Studios would take place on October 9th.

b) Council/Staff Announcements: Council Member Nottingham thanked Ms. Mandie Waldrop for finding and distributing information regarding door-to-door mail delivery service.

c) Committee Announcements/Reports: None

d) Grey Forest Community Board Update: Ms. McCloskey announced that the board was preparing for its' annual Halloween Hayride. She also stated a survey was sent out and they have been working on some of the sediments located on Hilltop Bridge.

e) Senator Frank L. Madla Natural Area Update: Council Member Nottingham stated that they were removing invasive plants at the park and preparing for their annual auction.

f) Board of Adjustment Update: None

g) Police Department Monthly Report: Mayor Thornton called on Chief Rene Rodriguez. Chief Rodriguez reviewed the Police Department Monthly Report for August 2021. SGT Ristow stated they had their first Bike Rodeo and had a good turnout. He looks to hold the next event next Labor Day weekend.

- h) **Public Works Monthly Report:** None
- i) **Fire Department Monthly Report:** Mayor Thornton called on ESD#8 Facilities Manager Mr. Don Redout who provided a report for City Council's review.
- j) **Grey Forest Utilities Update:** Mayor Thornton stated that he attended the last GFU meeting, and everything was going well. Council Member Nottingham stated that according to the water level report provided the city still has water.

VI. PUBLIC HEARING

- a) None

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

VII. CONSENT AGENDA

- a) **Approval of Minutes: August 20, 2021 Workshop, August 24, 2021 Regular Meeting, August 26, 2021 Workshop, and September 7, 2021 Special Meeting.**
MOTION WAS MADE BY COUNCIL MEMBER SKAGGS TO APPROVE THE MINUTES FOR AUGUST 20, 2021 WORKSHOP, AUGUST 24, 2021 REGULAR MEETING, AUGUST 26, 2021 WORKSHOP, AND SEPTEMBER 7, 2021 SPECIAL MEETING. COUNCIL MEMBER NOTTINGHAM SECONDED THE MOTION. COUNCIL VOTED 5-0.

VIII. NEW BUSINESS

- a) **Presentation: Emergency Management Plan**

Mayor Thornton called on Chief Rodriguez to report the Emergency Management Plan. The Mayor also thanked Chief Rodriguez, Council Member Darst, and Council Member Nottingham for their contribution and hard work on the Emergency Management Plan. Chief Rodriguez presented the Emergency Management Plan. Chief Rodriguez stated that the purpose of the emergency response plan was to establish a step-by-step process in dealing with a variety of city-wide emergencies should the need arise. Furthermore, both proactive planning from time to time even human error will serve to continuously learn from and improve the long process. The goal is to continuously add the most efficient and effective response to a massive urgency should our city be faced with this type of situation. The Emergency Operations Plan ensures consistency and response that can be replicated in different scenarios in an organized structured manner. Chief Rodriguez reviewed the plan with City Council.

- b) **Discuss and take possible action on appointment to Board of Adjustments, Mark Peavy, Adrian Verity, Jennifer "Jenny" James, and alternate Myra Hanson.**

Mr. Cantu stated that Mr. Mark Peavy is currently serving on the Board of Adjustment and has agreed to continue to serve on the board. Additionally, Ms. Jenny James has agreed to serve on the Board of Adjustment and Mrs. Myra Hanson has agreed to serve as an Alternate to the Board of Adjustment.

MOTION WAS MADE BY COUNCIL MEMBER VERITY TO APPOINT, TO BOARD OF ADJUSTMENT, MARK PEAVY, ADRIAN VERITY, JENNIFER "JENNY" JAMES, AND ALTERNATE MYRA HANSON. COUNCIL MEMBER SKAGGS SECONDED THE MOTION. COUNCIL VOTED 5-0.

- c) **Discuss and take possible action on appointment of Reserve Officer: Edgar M. Munoz**
Deputy Chief Frank Francis presented Mr. Edgar M. Munoz to the City Council for approval as a City of Grey Forest Reserve Officer.

MOTION WAS MADE BY COUNCIL MEMBER NOTTINGHAM TO APPOINT EDGAR M. MUNOZ AS A RESERVE OFFICER. COUNCIL MEMBER VERITY SECONDED THE MOTION. COUNCIL VOTED 5-0.

- d) **Discuss and take possible action authorizing the Mayor to sign the license and services agreement with Tyler Technologies (Ticket Writer).**

Mr. Cantu stated the Ticket Writer (Tyler Technologies) had been approved in Budget 2021-2022. The agreement is for 3 ticket writer programs and printers. Ticket Writer (Tyler Technologies/Brazos) is an electronic citation solution that is used on laptops, tablets, and handheld cellular devices. It is used for capturing, processing, and transmitting data into public safety and court systems. Mr. Cantu stated the Attorney reviewed the license and services agreement with Tyler Technology.

MOTION WAS MADE BY COUNCIL MEMBER VERITY TO AUTHORIZE THE MAYOR TO SIGN THE LICENSE AND SERVICES AGREEMENT WITH TYLER TECHNOLOGIES (TICKET WRITER). COUNCIL MEMBER DARST SECONDED THE MOTION. COUNCIL VOTED 5-0.

- e) **Discuss and take possible action on Resolution 2021-11R, a resolution by the City Council of the City of Grey Forest, Texas amending the City's Personnel Policy- Leave Time- to implement the requirements of SB 1359 and Amendments section 614.015, Local Government Code, establishing a Mental Health Leave Policy for City of Grey Forest Police Officers; providing a severability clause and establishing an effective date.**

Mr. Cantu reported the Texas Municipal League (TML) advised the Texas Senate Bill 1359 requires law enforcement agencies to develop and adopt a mental health leave policy for police officers who experience a traumatic event in the scope of employment. The bill requires the law enforcement agency to adopt a policy as soon as practicable after the effective date of September 1, 2021. Mr. Cantu stated the Attorney reviewed the Resolution and Exhibit.

MOTION WAS MADE BY COUNCIL MEMBER DARST TO APPROVE RESOLUTION 2021-11R, A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF GREY FOREST, TEXAS AMENDING THE CITY'S PERSONNEL POLICY- LEAVE TIME- TO IMPLEMENT THE REQUIREMENTS OF SB 1359 AND AMENDMENTS SECTION 614.015, LOCAL GOVERNMENT CODE, ESTABLISHING A MENTAL HEALTH LEAVE POLICY FOR CITY OF GREY FOREST POLICE OFFICERS; PROVIDING A SEVERABILITY CLAUSE AND ESTABLISHING AN EFFECTIVE DATE. COUNCIL MEMBER NOTTINGHAM SECONDED THE MOTION. COUNCIL VOTED 5-0.

- f) **Discuss and take possible action Resolution 2021-12R, a resolution by the City Council of the City of Grey Forest, Texas implementing the requirements of HB 2073 and Chapter 180, Local Government Code establishing a Paid Quarantine Leave Policy for the City of Grey Forest Peace Officers; providing a severability clause and establishing an effective date.**

Mr. Cantu informed City Council that the Texas Municipal League sent a report stating House Bill 2073 was signed by the governor on June 15, 2021 and is effective now. The bill requires a city to adopt a paid quarantine leave policy for fire fighters, peace officers, detention officers, and emergency medical technicians (as applicable for each city) who are employed by, appointed by, or elected to one of those positions. The policy comes into effect when someone who holds one of those positions is ordered by a supervisor or local health authority to quarantine or isolate due to a possible or known exposure to a communicable disease while on duty. The policy is a stand-alone mandate that is unrelated to workers' compensation benefits. Mr. Cantu stated the Attorney reviewed the Resolution and Exhibit.

MOTION WAS MADE BY COUNCIL MEMBER SKAGGS TO APPROVE RESOLUTION 2021-12R, A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF GREY FOREST, TEXAS IMPLEMENTING THE REQUIREMENTS OF HB 2073 AND CHAPTER 180,

LOCAL GOVERNMENT CODE ESTABLISHING A PAID QUARANTINE LEAVE POLICY FOR THE CITY OF GREY FOREST PEACE OFFICERS; PROVIDING A SEVERABILITY CLAUSE AND ESTABLISHING AN EFFECTIVE DATE. COUNCIL MEMBER DARST SECONDED THE MOTION. COUNCIL VOTED 5-0.

- g) Discuss and take possible action on Ordinance No. 2021-09-12, an ordinance amending the adopted tax rate and levying a tax upon all property subject to taxation within the City of Grey Forest, Texas for the 2021 tax year for the use and support of the Municipal Government of the City of Grey Forest for the Fiscal Year beginning October 1, 2021 and ending on September 30, 2022; and establishing an effective date.

Mr. Cantu reported that The Bexar County Tax Appraisal's office contacted the City of Grey Forest to request the City amend its tax ordinance to change the following: *SECTION 2. ~~\$0.085788~~ \$0.085598 cents on each one hundred dollars (\$100) of the taxable value of such property; and.* The Attorney reviewed and revised the ordinance.

MOTION WAS MADE BY COUNCIL MEMBER DARST TO APPROVE ORDINANCE NO. 2021-09-12, AN ORDINANCE AMENDING THE ADOPTED TAX RATE AND LEVYING A TAX UPON ALL PROPERTY SUBJECT TO TAXATION WITHIN THE CITY OF GREY FOREST, TEXAS FOR THE 2021 TAX YEAR FOR THE USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT OF THE CITY OF GREY FOREST FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2021 AND ENDING ON SEPTEMBER 30, 2022; AND ESTABLISHING AN EFFECTIVE DATE. COUNCIL MEMBER NOTTINGHAM SECONDED THE MOTION. MOTION CARRIED 5-0.

IX. UNFINISHED BUSINESS

- a) None

X. EXECUTIVE SESSION

- a) None

XI. GENERAL ANNOUNCEMENTS & FUTURE AGENDA ITEMS REQUESTED

- a) Council Member Nottingham requested a quarantine leave policy for non-emergency employees. Council Member Verity requested a list of items or topics that still needed to be addressed by City Council.

Mayor Thornton asked for any public comments.

Ms. Aurelia Sharnhorst wished to address the City Council regarding the status of the purchase of the generator, the status of the mailbox cover, and the lawsuit. Mayor Thornton responded that he was informed the generator might arrive in February 2022. Regarding the mailbox cover, Mayor Thornton responded he was waiting for the prices of building material to come down. Ms. Sharnhorst stated the only ones benefitting from the Scharf lawsuit are the lawyers.

Ms. Mandie Waldrop wished to address the City Council. Ms. Waldrop wanted to be sure if we get another freeze, the City will have plenty of water available. She also mentioned she has been trying to email Mayor Pro Tem Poss, but the emails were getting returned. She also mentioned the tax rate went down from the previous year. Ms. Waldrop stated the Municipal Courts is in the red and City Council agreed to purchase Ticket Writer.

XII. ADJOURNMENT

MOTION WAS MADE BY COUNCIL MEMBER NOTTINGHAM TO ADJOURN AT 7:30 P.M. COUNCIL MEMBER DARST SECONDED THE MOTION. MOTION CARRIED 5-0.

PASSED AND APPROVED THIS 26TH DAY OF OCTOBER, 2021.

APPROVED:



Charles Mitchell Thornton, Jr.

ATTEST:



Miguel Cantu, TRMC
City Secretary

