

**MINUTES
CITY COUNCIL
CITY OF GREY FOREST, TEXAS
GREY FOREST COMMUNITY CENTER
18249 SHERWOOD TRAIL
HELOTES, TX 78023
MARCH 23, 2021, 6:30 PM**

I. CALL TO ORDER

Mayor Thornton called the City Council to order at 6:30 p.m.

II. ROLL CALL

Mayor Charles M. Thornton, Council Member Jennifer Nottingham, Council Member Geri Poss, Council Member Sean Skaggs, and Council Member Kimberly Verity.

Absent: Mayor Pro Tem Susan Darst

Staff Present: Attorney Sonya Herrera, Chief Rene Rodriguez, Sgt Scott Ristow, and City Secretary Miguel Cantu

III. PLEDGE OF ALLEGIANCE AND INVOCATION

The meeting commenced with the Pledge of Allegiance.

IV. PRESENTATIONS BY CITIZENS AND VISITORS

Mayor Thornton opened the floor for presentations by citizens and visitors. Ms. Madeline McClosky requested that all agendas to include the City Council, Madla Board, Grey Forest Community Supervisory Board, and Board of Adjustments to be emailed out again to all residents.

V. ANNOUNCEMENTS / REPORTS / MAYOR AND CITY EMPLOYEES

a) Mayor Announcements

- 1) Future Financials: Mayor Thornton presented the February 2021 check register to the City Council. The Mayor informed City Council that this was one of the steps taken to be transparent with the public. Additionally, he would like to provide to the City Council credit card charges for their review and ultimately all financials placed on the City's website.

b) Council/Staff Announcements: None

c) Committee Announcements/Reports: None

d) Grey Forest Community Board Update: Mayor Thornton called on Ms. Madeline McClosky. Ms. McClosky reported that a group of volunteers had been working on the river creek and found quite a bit of plant rhizomes they are planning on removing.

Mayor Thornton moved agenda item j) Grey Forest Utility Update report.

j) Grey Forest Utilities Update: Mayor Thornton called on Mr. Jeff English CEO of Grey Forest Utilities. Mr. English reported that utilities were operating very well. He also added that the Grey Forest Utilities has not removed the consideration of a lawsuit against the suppliers off the table because of the February winter storm.

e) Senator Frank L. Madla Natural Area Update: Ms. Jennifer Nottingham reported that the new trail markers have been installed. Ms. Nottingham also reported the weather did not allow

to burn the meadow and will not mow this year because the vegetation had already started to grow. The photographer's permit is online and is available for annual fee of \$150.00 this year, rather than \$200.00 that will be in effect as of January 2022. Mrs. Nottingham announced that Texas Parks and Wildlife and the Edwards Aquifer Authority would be performing their annual inspection on April 1, 2021 and invited anyone to attend that inspection. Also, boulders would be delivered to the park to assist in controlling the parking at Madla Park. In the past year, there were several vehicles parking on the vegetation and the installation of the boulders would help to deter overcrowding and parking on the vegetation. Discussion ensued regarding the parking at Madla Park.

f) Board of Adjustment Update: None

g) Police Department Monthly Report: Mayor Thornton called upon Chief Rene Rodriguez. Chief Rodriguez reviewed the Police Department Monthly Report for February 2021. Chief Rodriguez discussed the retention of work-related electronic messages/texts/email. He stated that at the next City Council meeting he would provide a brief discussion regarding the acknowledgement of training on the topic on electronic communication. A brief discussion ensued regarding Code Enforcement and City Council requested to review the nuisance ordinance.

h) Public Works Monthly Report: None

i) Fire Department Monthly Report: Mayor Thornton called on ESD #8 Facilities Manager Mr. Don Reddout. Mr. Reddout reviewed the Fire Department Monthly Report for February 2021.

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: February 26, 2021

MOTION WAS MADE BY COUNCIL MEMBER POSS TO APPROVE THE JANUARY 26, 2021 MINUTES. COUNCIL MEMBER VERITY SECONDED THE MOTION. COUNCIL VOTED 4-0.

VIII. NEW BUSINESS

a) Discuss and take possible action on Ordinance No. 2021-05; an ordinance cancelling the May 1, 2021 General Municipal Election.

Mayor Thornton stated that the candidates were unopposed; therefore, allowing the City of Grey Forest to cancel its election.

MOTION WAS MADE BY COUNCIL MEMBER NOTTINGHAM TO APPROVE AND ADOPT ORDINANCE NO 2021-05; AN ORDINANCE CANCELLING THE MAY 1, 2021 GENERAL MUNICIPAL ELECTION. COUNCIL MEMBER POSS SECONDED THE MOTION. COUNCIL VOTED 4-0.

b) Discuss and take possible action on Resolution 2021-04R; a resolution authorizing the Mayor to execute the Interlocal Participation Agreement which includes adoption and approval of the Organization Interlocal Agreement with BuyBoard Purchasing Cooperative.

Mayor Thornton explained the BuyBoard Purchasing Cooperative and the City's ability to purchase through this entity without having to go out for bids. The BuyBoard offers the lowest prices for purchasing an array of equipment and supplies for municipal and governmental entities.

MOTION WAS MADE BY COUNCIL MEMBER POSS TO APPROVE RESOLUTION NO. 2021-04-R; A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE THE INTERLOCAL PARTICIPATION AGREEMENT WHICH INCLUDES ADOPTION AND APPROVAL OF THE ORGANIZATION INTERLOCAL AGREEMENT WITH BUYBOARD PURCHASING COOPERATIVE. COUNCIL MEMBER SKAGGS SECONDED THE MOTION. COUNCIL VOTED 4-0.

c) Discuss and take possible action on Resolution No. 2021-05R; a resolution of the City Council of the City of Grey Forest, Texas confirming the Mayor's appointment of candidate Sean Skaggs to the position as City Treasurer.

Mayor Thornton recommended that the City Secretary and the City Treasurer's position be separated. He stated that this action would be in the City's best interest because of a previous incident that had occurred with the City's finances. Additionally, this would allow another member of the City Council to be a signer on checks and would provide additional oversight of the budget and the budget process. Council Member Verity added that she would like to see the duties and responsibilities of the City Treasurer. Mayor Thornton responded that first he wanted to appoint a City Council Member and then provide the City Council with the roles and responsibilities of the City Treasurer.

MOTION WAS MADE BY COUNCIL MEMBER NOTTINGHAM APPROVE 2021-05R; A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GREY FOREST, TEXAS CONFIRMING THE MAYOR'S APPOINTMENT OF CANDIDATE SEAN SKAGGS TO THE POSITION AS CITY TREASURER. COUNCIL MEMBER VERITY SECONDED THE MOTION. COUNCIL VOTED 4-0.

d) Discuss and take possible action on Resolution No. 2021-06R; a resolution of the City Council of the City of Grey Forest, Texas, confirming Charles M. Thornton, Jr. and Susan Darst and adding Sean Skaggs as authorized signatories to the Jefferson Bank signature cards for all accounts.

Mayor Thornton stated that he and Council Member Darst were on the Jefferson Bank signature cards. Mayor Thornton added that it was recommended to pass a resolution confirming Mayor Thornton and Council Member Darst, with the addition of Council Member Sean Skaggs, to the Jefferson Bank signature cards for all accounts.

MOTION WAS MADE BY COUNCIL MEMBER NOTTINGHAM TO APPROVE RESOLUTION NO. 2021-06R; A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GREY FOREST, TEXAS, CONFIRMING CHARLES M. THORNTON, JR. AND SUSAN DARST AND ADDING SEAN SKAGGS AS AUTHORIZED SIGNATORIES TO THE JEFFERSON BANK SIGNATURE CARDS FOR ALL ACCOUNTS. COUNCILMEMBER SKAGGS SECONDED THE MOTION. COUNCIL VOTED 4-0.

e) Discuss and take possible action on Ordinance No. 2021-006; an ordinance amending the City of Grey Forest, Texas fiscal year 2020-2021 budget by transferring funds from the Public Safety Police Budget Line Item to the Administration Budget Line Item.

Attorney Sonya Herrera stated that a copy of the ordinance was provided with the addition to ratify the previously approved City Council action of moving the "City Green Space" budget line item to the Madla Park Operations (Carryover Estimated) line item, which will result in the increase to the amount currently budgeted for the Madla Park Operations (Carry Over Estimated). Additionally, the ordinance would require the amount from the Public Safety Police budget line item to the Administration budget line item. Mayor Thornton stated that the amount to be transferred would be \$30,000 to the Administration budget line item. Attorney Herrera assisted with the motion.

MOTION WAS MADE BY COUNCIL MEMBER VERITY TO ADOPT ORDINANCE NO. 2021-006, WITH THE FOLLOWING CHANGE TO ADOPT ANNUAL BUDGET OF THE CITY OF GREY FOREST, TEXAS BUDGET 2020-2021 FISCAL YEAR TRANSFERRING \$30,000 FROM PUBLIC SAFETY POLICE BUDGET LINE ITEM TO THE ADMINISTRATION BUDGET LINE ITEM; PROVIDING THE SUPPLEMENTAL APPROPRIATION AND/OR TRANSFER OF CERTAIN FUNDS PREVIOUSLY AUTHORIZED; AND PROVIDING FOR SEVERABILITY AND OTHER MATTERS RELATED TO THE SUBJECT. COUNCIL MEMBER POSS SECONDED THE MOTION VOTED 4-0.

f) Discuss and take possible action on nominating and appointing a liaison to the City of Grey Forest Emergency Response Team.

Mayor Thornton stated that this agenda item was in response to the recent winter storm events and citizens' concerns. The City Council would take a proactive approach and create a local emergency plan that would respond to local disasters or emergencies when needed. Mayor Thornton suggesting participating in the Community Emergency Response Team also known as CERT. After discussion, it was considered that Council Member Nottingham and Council Member Darst discuss becoming liaisons for coordinating the plan for a local emergency response. Council Member Poss stated that she could provide medial oversight for the committee. The team would discuss putting a plan in place to actively respond during the next local disaster or emergency.

MOTION WAS MADE BY COUNCIL MEMBER POSS TO POSTPONE THE AGENDA ITEM TO APPOINT A LIAISON TO THE CITY OF GREY FOREST EMERGENCY RESPONSE TEAM TO THE NEXT CITY COUNCIL MEETING. COUNCIL MEMBER VERITY SECONDED THE MOTION. COUNCIL VOTED 4-0.

IX. UNFINISHED BUSINESS

a) None

X. EXECUTIVE SESSION

a) None

XI. GENERAL ANNOUNCEMENTS & FUTURE AGENDA ITEMS REQUESTED

a) None

XII. ADJOURNMENT

MOTION WAS MADE BY COUNCIL MEMBER NOTTINGHAM AT 8:20 P.M. COUNCIL MEMBER POSS SECONDED THE MOTION. COUNCIL VOTED 4-0.


The City Council adjourned at 8:50 PM.

These minutes were approved on 27th day of April, 2021.

APPROVED:


Charles Mitchell Thornton

ATTEST:


Miguel Cantu, TRMC
City Secretary

