

The Regular Council Meeting of January 24, 2012 was called to order at 6:30 p.m.

**MAYOR**

Ron Reinhard

**OTHERS**

Shannan Kinsley

Debbie Swisher

Chief Rutledge

Denise Newlin

Lieutenant Francis

Murry Hughey

Ann Mabry

Christy Knight

Don Reddout

Susan Beavin

Gigi Duke

Maxine Myers

**COUNCILMEMBERS**

Don Nettle

Jennifer Nottingham

Mitch Thornton

Lynn Tiner

Jeff Waldrop

A quorum was declared.

**APPROVAL OF MINUTES**

Mayor Reinhard stated the last Council Meeting was held on October 25, 2011. There were no Council Meetings held in the months of November and December 2011. The minutes of the October 25, 2011 Regular Council Meeting were reviewed. Councilperson Nottingham stated on Page 2 under Fire Department Report, two lines down, the paragraph that reads "It was received via a grant two years ago from Texas Forest Services" makes it look like they just held onto a grant for two years. She stated it would be more realistic to read "It was purchased with a grant from Texas Forest Services". The motion to approve the October 25, 2011 minutes as amended was made by Councilperson Nottingham, seconded by Councilperson Tiner and passed unanimously.

**MAYOR ANNOUNCEMENTS/FINANCIAL REPORTS**

Mayor Reinhard stated the Monthly Financials represent about 25% through the budget year. We are slightly under budget on expenses at about 18% which is partially due to having no Public Works and are doing very well from a financial position. Mayor Reinhard stated funds were put in the budget for Citizen Education and the first class will be put on by the Grey Forest Volunteer Fire Department. Postcards went out about a week ago and will be held at City Hall on February 1, 2012 at 7:00 p.m. Councilperson Nottingham stated the program is called Ready, Set, Go. She stated there are things you can do to save your house and the program explains preparedness, action plans, awareness as fire approaches and getting out early. Mayor Reinhard stated we appreciate the Fire Department holding this program in cooperation with the City and look forward to providing our citizens good information.

**COUNCIL/STAFF ANNOUNCEMENTS**

Councilperson Nottingham stated Scenic Loop~Boerne Stage Alliance has decided not to hold the fundraiser she previously announced in October but will gladly accept donations. They are going to try and work with the County and State to install historic markers instead of storyboards as the cost and maintenance is too expensive. Susan Beavin stated donations by check would need to be made out to GEAA (Greater Edwards Aquifer Authority). They are working with GEAA so you can receive tax credit for the donation. WIAC met in January and the City of San Antonio is still looking at putting a dam in Government Canyon. The Madla Park cleanup on January 15<sup>th</sup> was a huge success. They filled a container in about 3 hours with probably 20-25 volunteers. They covered one side of the park, the east fence line and are looking at another cleanup for the other side hopefully February 11<sup>th</sup>. The pavilion and entrance are in progress.

**POLICE DEPARTMENT ACTIVITY REPORT**

Chief Rutledge stated Council has been provided the October through December 2011 Monthly Activity Reports, 2011 Yearly Report and Racial Profiling Report. He is required by law to submit the Racial Profiling Report to City Council

each year before it is submitted to the State of Texas. This report gives you the amount of summons issued, race, number of searches, arrests, etc. where you will see there were no arrests off of traffic violations in Grey Forest.

## **GFU UTILITY ANNOUNCEMENTS**

Mayor Reinhard stated the utility is doing well. The well levels have been provided and are also posted on the bulletin board. The levels are up from the summer and hope it continues with the recent rain.

## **FIRE DEPARTMENT REPORT**

Don Reddout stated the October through December 2011 Reports have been provided. There were three calls in October, five in November and one medical call in December. In November there was severe weather and a large tree was down on Scenic Loop Road. The Fire Department cut part of the tree up and dragged the rest up the hill with the fire truck. The next day they removed another tree that was down. The sleeping quarter's addition is coming along real well. They had all the electrical wire and most of the electrical fixtures donated. The heating and air conditioning unit is in. A heater for the bay area was donated. GFU donated a new water heater. They hope to sheet rock next week.

## **NEW BUSINESS:**

Lieutenant Francis asked if Agenda Item No. 1 could be moved later down the agenda. The candidate is stuck in traffic and hasn't arrived.

## **2. UPDATE ON HIRING FOR PUBLIC WORKS FULL TIME POSITION**

Mayor Reinhard stated City Council approved through the budget one full time and one part time Public Works employee. These positions were advertised and approximately twelve resumes were received of which six applications were completed. They narrowed it down to the three most qualified candidates. Only two were inclined to interview. Interviews were conducted by Mayor Reinhard, Councilperson Thornton and Chief Rutledge and they selected Murry Hughey to join the City of Grey Forest as a full time Public Works employee. Chief Rutledge introduced Murry Hughey. He stated Mr. Hughey is a resident of the City and very qualified. He will start on Monday and go through a training process. City Council welcomed Mr. Hughey.

## **3. CONSIDER AND ACT ON COUNCIL DIRECTION ON REQUEST OF JAMES AND DEBBIE SWISHER TO RELEASE STREET AND UTILITY EASEMENT**

Mayor Reinhard stated Council has been provided the request from James and Debbie Swisher and the original easement. There has been some change over time to who owns which property. Debbie Swisher stated in 1997 they were approached by a Councilwoman to give an easement on their property line from Nottingham to Requa so they could bring water and gas utilities to Requa. They were concerned at the time but didn't want to impede that from happening so they signed the easement over. About a year later they sold part of their property to Christy Knight. Mrs. Swisher stated then in 1999 they were asked to give an easement again right through their property from Nottingham to Requa for water and gas. Now 15 years later water and gas is through their property on the second easement. The first easement has never been used for what it was originally asked for so they are just asking for it back. Christy Knight stated she agrees that they released the easement in front of the house to Grey Forest Utilities for water and gas. She thinks it was also the reason and purpose the original back easement was given but from her understanding was prohibitively expensive. Ms. Knight stated she doesn't see much reason or use as a utility easement and is requesting the easement on the back of the property be released. Mayor Reinhard stated they are asking for release of only part of the easement as the easement includes part of Requa and Nottingham. Councilperson Nettle stated as far as he knows everyone has utilities there now so he sees no reason not to return the easement to the owners of the property. Mayor Reinhard stated he would like to bring this before the GFU Board and make sure they're in agreement. We spoke with our City Attorney and it's going to be an expense for items such as resurvey, attorney fees and costs. Mayor Reinhard

stated right now he would like to see if there's an indication of interest by Council to pursue finding out whether this is favorable or not. Then investigate the cost and perhaps vote at the next meeting. Councilperson Nottingham stated she would want GFU to make sure everything is where it needs to be and since it was a utility easement maybe we can ask GFU to absorb the cost of the survey. Councilperson Waldrop stated we want to act in good faith and do what's right but need to take into consideration the financial occurrence and confirm GFU's blessing. Mayor Reinhard stated he will see when GFU Board can meet again to discuss and also get an estimate of fees and costs from our City Attorney. The motion that Council move forward with returning the property to the original owner's contingent upon the GFU Board looking over and giving their blessing and Council approving expenses was made by Councilperson Nottingham, seconded by Councilperson Waldrop and passed unanimously.

**1. CONSIDER AND ACT ON APPROVAL OF NON PAID PART TIME POLICE OFFICER**

Lieutenant Francis presented to Council Steven Fullen. Mr. Fullen attended Vernon College Police Academy and has over 10 years experience as a Police Officer serving with Bexar County Constables Office Precinct 2, Trinity University Police and Kirby Police Department. He is current on all his training and certificates. Is certified as a Hostage Negotiator, has taken the basic SWAT Course and holds an advanced Peace Officer Certificate from the Commission of Law Enforcement. Lieutenant Francis stated Mr. Fullen left the Kirby Police Department to take a higher paying job in the civilian sector but wants to maintain his commission. He contacted his references and former employers and received all positive responses. Lieutenant Frances stated he suggests Council consider Mr. Fullen as one of our Part Time Non Paid Officers for the Grey Forest Police Department. The motion to accept the recommendation of Lieutenant Francis was made by Councilperson Waldrop, seconded by Councilperson Nottingham and passed unanimously.

**4. CONSIDER AND ACT ON COUNCIL DIRECTION ON EXPRESSED INTEREST OF REBECCA HAHS TO DONATE PIECE OF VACANT LAND TO THE CITY OF GREY FOREST**

Mayor Reinhard stated before Council is a letter of expressed interest to donate a piece of property to the City. It's approximately 0.21 acres on Sherwood Trail. The interest is of their late mother, Celine Hunter who lived in Grey Forest for almost 50 years. They would like the land contributed to the City as green space with the request that a small plaque be placed on the land in honor of their mother and the City absorb all costs related to the transaction. The motion to accept the property with the conditions set forth in the letter was made by Councilperson Nottingham, seconded by Councilperson Nettle and passed unanimously. It was discussed the City would cover all costs associated with the transfer and notify Rebecca Hahs.

**5. DISCUSS AND ACT ON ORDER OF ELECTION FOR MUNICIPALITIES**

Mayor Reinhard stated City Council is required each year to Order the Election for Municipalities and open up the process for candidates. The Election will be held on May 12, 2012. The positions coming up for election are Mayor, Councilmember Place 2 and Councilmember Place 4. The motion to accept the Order of Election was made by Councilperson Waldrop, seconded by Councilperson Tiner and passed unanimously.

**6. DISCUSS POLICE DEPARTMENT TRAFFIC STUDY ON SCENIC LOOP ROAD**

Councilperson Thornton stated over the past several months there has been discussion about speeding and traffic on Scenic Loop Road. Chief Rutledge has a device that can collect data to see the traffic flow. The device breaks down the total number of vehicles, average speed and hours monitored. Councilperson Thornton stated the device was placed at the south end, north end and middle of Scenic Loop Road at different times to pull data. If you look at the Analysis provided, the overall average speed is under 30 mph and there is a very small percentage of speeders over 10 mph. If you speak with most Departments, they don't issue tickets unless speeding 10 mph over the speed limit. If you look at the data collected, our Police Department is doing a good job at keeping the percentage of speeders down and you can't control that there will always be a percentage of people who are going to speed. Councilperson Thornton stated over the past several months the concern has been brought up that the Police Department is not doing their job but these statistics

show they are and he appreciates the job the Chief and his Police Officers are doing. Chief Rutledge stated the Police Department is very conscious about what goes on in the City and has heard the concerns expressed which is why he pulled the data on Scenic Loop Road. The device used is called a Speed Spy. To anyone passing it looks like a plain box. The device has a radar unit in it and collects data going and coming. When the Police Department receives concerns in an area, they will place the device in that area. Chief Rutledge stated the Police Department writes tickets when deserved and writes lots of warnings. If needed, we can also borrow from Helotes the speed trailer that posts your speed to passers as a reminder to everyone of the speed limit.

**7. CONSIDER AND ACT ON COUNCIL SUPPORT TO CONTINUE DISCUSSIONS WITH BEXAR COUNTY FOR STRIPING AND GATES ON MENCHACA/SCENIC LOOP ROAD AS PART OF THE HIGH WATER DETECTION SYSTEM**

Councilperson Nottingham stated Bexar County has been out several times to discuss their interest in installing in gates and striping at the Menchaca/Scenic Loop Intersection and Low Road. Gates at these intersections in connection with the High Water Detection System was discussed with Council a couple years ago but they wanted to bring it back to Council and make sure they are still in support of it. If gates were installed at these locations, it would mean our Police and Fire Departments under police direction would be the ones closing the gates which is in our ETJ not city limits. Chief Rutledge stated the threat and loss of life has been at the Menchaca/Scenic Loop Road intersection. Once the water goes up, Bexar County isn't able to get someone there quick enough to close off. They have asked the County to do something with that area in the past but at the time didn't have the money or man power. Chief Rutledge stated Bexar County wants to work with us and feels we need to make every attempt possible to shut these areas down. Bexar County will cover all the costs and are looking at trying a different type of reflective marking on the pavement because the striping they have now you tend to lose when the water rises. Bexar County is also hoping to bring this into Helotes as well. Councilperson Nottingham stated with Councils support, they will continue discussions with Bexar County and would ask that Council acknowledge that they would be working outside of City jurisdiction and endorses the additional responsibility. The motion to support cooperation with Bexar County for striping and gates on Menchaca/Scenic Loop Road was made by Councilperson Waldrop, seconded by Councilperson Tiner and passed unanimously.

**8. CONSIDER AND ACT ON CITY OF GREY FOREST 50 YEAR ANNIVERSARY CELEBRATION**

Councilperson Nottingham stated it will be the 50 Year Anniversary of the City August 8<sup>th</sup>. She thought the City might want to celebrate it as it's something we should be proud of. There was Council discussion on forming a committee of councilmember's/citizens to plan the celebration. Dates were discussed and a tentative date of Saturday, August 4, 2012 was set. Councilperson Waldrop stated he doesn't mind helping but would like to see someone head it. There was discussion on placing something on the marquee to try and get volunteers. Mayor Reinhard stated he could place something in the next newsletter. Debbie Swisher stated she thinks it would be a good idea to plant trees in honor of the 50<sup>th</sup> anniversary, something that will live on.

The motion to adjourn the Regular Council Meeting was made by Councilperson Waldrop, seconded by Councilperson Nettle and adjourned at 7:40 p.m.

These minutes were written/recorded by \_\_\_\_\_.

These minutes were approved as written/amended on the \_\_\_\_\_ day of February, 2012.

Signed: \_\_\_\_\_  
Ronald G. Reinhard, Mayor