

The Regular City Council Meeting of January 22, 2019 was called to order at 6:31 p.m.

**MAYOR**

Phillip Howard

**OTHERS**

Shannan Kinsley  
Chief David Bejar

Irene Scharf  
Murry Hughey

**COUNCILMEMBERS**

Susan Darst  
Jennifer Nottingham  
Geri Poss  
Lynn Tiner  
Kimberly Verity

Don Reddout  
Ann Mabry  
Ron Reinhard  
Gigi Duke  
Kathleen McCloskey  
Madeline McCloskey

Joni Baker  
Rene Rodriguez

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

**APPROVAL OF MINUTES**

The minutes of the September 10, 2018 Budget Public Hearing were reviewed. Council member Nottingham stated on page 1, 9<sup>th</sup> line where it starts with “Public Works has been increased” down until the 12<sup>th</sup> line where it ends with “hours per week”, for clarity she would like to replace that paragraph with the following “Public Works has been increased to two Full Time Public Works Salaries, the Public Works Department Head position at \$19.25 per hour, and the secondary Full Time position at \$15.00 per hour. A third position is the Public Works Temporary Pay at \$20.00 per hour for 16 hours per week”. Council member Tiner stated on page 1, 7<sup>th</sup> line, the record should reflect “\$15,000 per year” rather than “\$15.00 per year”. Council member Verity made the motion to approve the September 10, 2018 minutes as amended. The motion was seconded by Council member Tiner and passed unanimously with 5 YES and 0 OPPOSED.

The minutes of the September 25, 2018 Regular City Council Meeting were reviewed. Council member Verity stated on page 3, Agenda Item No. 3, 1<sup>st</sup> line, the property values have gone up, not the property tax rate so she would like the record to reflect “The property values in the area have gone up, therefore we have collected more tax revenue”. Council member Verity made the motion to approve the September 25, 2018 minutes as amended. The motion was seconded by Council member Poss and passed with 4 YES and 1 ABSTAINING by Council member Nottingham as she was absent.

The minutes of the October 23, 2018 Regular City Council Meeting were reviewed. Council member Nottingham stated on page 2, Public Works Announcements, 1<sup>st</sup> line, she would like the record to reflect Christian’s last name adding “Holt”. Council member Tiner made the motion to approve the October 23, 2018 minutes as amended. The motion was seconded by Council member Poss and passed with 4 YES and 1 ABSTAINING by Council member Nottingham as she was absent. Council member Verity stated the minutes reflect she was absent at the October 23<sup>rd</sup> meeting but on page 2 of the minutes, Agenda Item No. 1, 7<sup>th</sup> line down, it reflects she asked a question. Shannan Kinsley stated she will listen to the recording and Council can revisit the minutes at the next Council Meeting to amend.

**PRESENTATIONS BY CITIZENS AND VISITORS**

Ann Mabry stated now that the City owns the park property, San Antonio River Authority (SARA) can go into the creeks and help clean them. The problem in the past was SARA will not go onto private property.

**MAYOR ANNOUNCEMENTS/FINANCIAL REPORTS**

Mayor Howard stated the December 2018 Monthly Financials are not available. We are experiencing a learning curve on the new QuickBooks. We went through several upgrades to get to the level we are at. Shannan continues to work with the QuickBooks technicians. Mayor Howard stated Senate Bill 1004 addressing Small Cell Nodes has an implementation date of September 1<sup>st</sup>. Once he discovered Council member Darst is working on an ordinance on this for the City of Helotes, he asked her to handle it for Grey Forest rather than going back and reinventing her efforts. Council

member Darst stated she's working on a small cell node application, design manual and ordinance. The template came from CPS. It has made it through Helotes's legal department and came back for small revisions. Mayor Howard stated once Helotes is finished, we will send it to our City Attorney for review and approval. Mayor Howard stated the Code of Ordinances is still under review. Once the review process is done, we will bring it to Council for approval. Once approved, it will be put on the City website. Mayor Howard stated Chief Bejar will be retiring on January 31<sup>st</sup>. We want to officially thank Chief Bejar for his service and will have a small retirement ceremony for him at City Hall on the 31<sup>st</sup> at 1:00 p.m. We will swear in our new Chief of Police following the ceremony.

**COUNCIL/STAFF ANNOUNCEMENTS** – None.

**COMMITTEE ANNOUNCEMENTS/REPORTS** – None.

**GREY FOREST COMMUNITY BOARD (GFCB) UPDATE**

Madeline McCloskey stated they are using the kiosk at the Community Center to post upcoming events in addition to information about plants and flowers you see in the fields as they start blooming. They held the Twelfth Night Celebration, but it was not very well attended. Next year the celebration will return to the Zook residence. The Board has decided they would like to plant trees on the community grounds and it's on the agenda this evening for Council's consideration. They will be native chosen by the Arborist. They have been coordinating phase one of removing trees in the creek. The trees have been tagged as either invasive, being too close together or in powerlines. They have been throwing Grass Seed and Mountain Laurel Seeds to provide some green screens. Matt Galvan will charge us a daily rate and cut down everything marked along the creek. He will haul off everything over 5 inches as they will not fit in the chipper. This was part of the conveyance and it's looking good.

**SENATOR FRANK L. MADLA, JR. NATURAL AREA UPDATE**

Council member Nottingham stated the Madla Board has had a resignation. They are looking for a Board member and will accept resumes/letters of intent until the 24<sup>th</sup>. They should be turned into City Hall. The fundraiser at Grey Moss Inn was moved to February 7<sup>th</sup> as they weren't ready to open. The Annual Fundraiser will be on March 23<sup>rd</sup> at La Hacienda. There will be a silent auction and raffle. The speaker will discuss Ecohydrology which is managing trees in your environment. Tickets can be purchased at madlapark.org. Funds raised will be put towards a new roof on the cottage.

**BOARD OF ADJUSTMENT UPDATE**

Shannan Kinsley stated there was a Board of Adjustments Meeting on January 16<sup>th</sup>. The homeowner was requesting a variance to the setbacks. They were looking to replace a secondary bedroom in the existing footprint, replace the front porch that was existing space and add a new deck to the back of the house. All three areas didn't meet the setbacks. The Board of Adjustment approved all three requests.

**POLICE DEPARTMENT ACTIVITY REPORT**

Chief Rene Rodriguez reviewed the December 2018 Monthly Activity Report. There were 111 calls for service, 931 hours worked, 5025 miles driven, 63 traffic stops, 70 summons issued with 9 being truck violations and 7 warnings issued. The 2018 Racial Profiling Report is being submitted to City Council this evening. It was submitted electronically to the Texas Commission on Law Enforcement on January 16, 2019. There was a total of 806 traffic stops; 243 were female and 563 males. Race or ethnicity breakdown; 39 black, 26 Asian/Pacific Islander, 368 White, 373 Hispanic/Latino and 0 Alaska Native/American Indian. The race was unknown prior to all 806 stops. Reason for stops; 103 violation of law, 0 pre-existing knowledge, 315 moving traffic violations and 388 vehicle traffic violations. All 806 stops were along City streets. Of the 806 stops; 5 searches were conducted with 1 being a consent to search, 2 probable cause and 2 incidents to arrest. Contraband was discovered in 2 of the searches; 1 with drugs and 1 a weapon.

Results from the stops were; 128 written warnings, 676 citations and 2 arrests based on 3 Penal Code Violations and 2 outstanding warrants.

### **PUBLIC WORKS ANNOUNCEMENTS**

Mayor Howard stated Public Works continues to work on the roads and put in rock fill along the edges. Public Works Temp. Pay, Bubba Rutledge has talked about getting a rock saw, cutting out certain places to remove the wound and fill it with better material than we have been using. The diesel generator has been serviced. The battery died and will be replaced. Once the generator is running and we get it on a decent trailer; we'll be able to use it on other projects. Brush chipping will not start again until after July 1<sup>st</sup> when the cutting of Oak Trees is allowed.

### **GFU UTILITY ANNOUNCEMENTS**

Mayor Howard stated the Weekly Water Level Report has been provided.

### **FIRE DEPARTMENT REPORT**

Don Reddout stated there were 4 calls for service in the City for the month of December 2018; 3 EMS and 1 assist the Police Department. The Average Response Time was 2.50 minutes and Average Number of Personnel 3.75.

### **NEW BUSINESS:**

#### **1. DISCUSS AND ACT ON A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GREY FOREST, TEXAS CONFIRMING THE LOCATION OF THE CORPORATE LIMITS ALONG THE NORTH LINE OF SCENIC LOOP PLAYGROUND UNIT NO. 2 AS OF INCORPORATION OF THE CITY ON AUGUST 8, 1962 TO PRESENT**

Mayor Howard reviewed Resolution No. 001-19 of the City of Grey Forest, Texas confirming the location of the Corporate limits along the North Line of Scenic Loop Playground Unit No. 2 as of Incorporation of the City on August 8, 1962 to present.

WHEREAS, the City of Grey Forest was incorporated on August 8, 1962; and

WHEREAS, the original incorporation included Scenic Loop Playground Unit No.2, Bexar County, Texas as part of the Original Town; and

WHEREAS, the North Line of Scenic Loop Playground Unit No. 2, Bexar County, Texas has not changed, but remains the same as of the date of incorporation; and

WHEREAS, the City Council has determined that updating the maps of the corporate limits of the City is in the best interest of the citizens; and

WHEREAS, a survey of the North Line of Scenic Loop Playground Unit No 2 has been completed.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GREY FOREST, TEXAS THAT:

1. The attached Exhibit A, a map of the North Line of Scenic Loop Playground Unit No. 2, Bexar County, Texas, is confirmed as the official corporate limits of the City of Grey Forest, Texas on the date of incorporation of the City of August 8, 1962.
2. The attached Exhibit A, a map of the North Line of Scenic Loop Playground Unit No. 2, Bexar County, Texas, is confirmed as the official corporate limits of the City of Grey Forest, Texas, and remains unchanged since the date of incorporation of the City of August 8, 1962.

3. That the City Council authorizes the recording of the attached map (Exhibit A) among the official records of the City, of Bexar County, Texas and of the State of Texas, as provided by law.

Mayor Howard stated Exhibit A, the map of the North Line of Scenic Loop Playground Unit No. 2, Bexar County Texas, part of the Original Town of the City of Grey Forest, Incorporated August 8, 1962 was conducted by Maverick Land Surveying Co. Council member Darst made the motion to approve Resolution No. 001-19. The motion was seconded by Council member Poss and passed unanimously with 5 YES and 0 OPPOSED.

## **2. DISCUSS CREATION OF CITY WELCOMING PROGRAM FOR NEW RESIDENTS**

Council member Poss stated she would like to have a process to welcome new residents. First reason being safety. To get their information and a way to communicate. She would like to get the help of the Police as they are patrolling and see when people move in. They will be the one that identifies new residents and can make the first contact. Once we have the contact information, a welcoming committee could provide important information through a welcome bag letting them know about social events in the area, the City website, services provided, etc. Council member Darst stated she thinks it's a great way to welcome new members to our community. Council member Nottingham stated it would be helpful to get updated contact information. Council member Verity stated it would be great if we could include some history about our area. There is so much history here and she thinks that people would want to know it. Mayor Howard stated it's a way open up a conversation and make new residents feel welcome to the community. Council member Poss stated it's a great service we can provide and she will put something together.

## **3. DISCUSS CITY RESIDENT COMMUNICAITON PLAN**

Council member Poss stated she would like to see a City resident communication plan to get out information to every citizen. Mayor Howard stated he would like to send out a newsletter 3, possibly 4 times a year and is currently working on the next one. Council member Poss stated it's a great way to let people know what's going on and also a great way to stop false information. At some point, it would be nice to get the newsletter on the City website so that everybody could refer to the letter. Mayor Howard stated we need to exercise the website as a form of communications for people whether it's ordinances, announcements, activities, etc. Council member Nottingham stated when we are not using the marquee, we should advertise the City website on it.

## **4. DISCUSS AND ACT ON REQUEST BY THE GREY FOREST COMMUNITY BOARD (GFCB) TO CITY COUNCIL TO AMEND THE 2018/2019 CITY OF GREY FOREST BUDGET TO REALLOCATE THE \$1,000 FROM THE TEST COMMUNITY GARDEN BUDGET TO COMMUNITY GROUNDS**

Mayor Howard stated the City of Grey Forest Fiscal Year 2019 Budget allocates \$1,000 to Line Item E-11-E, "Beta" Test Community Garden. The Grey Forest Community Board (GFCB) met and discussed planting native shade trees in this area instead. They would like to plant the trees in the fall. The trees have been recommended by Laurie Hawkins as native trees that have nice color and give great shade. Citizens could also buy a tree in memory of someone or a family member. Council member Nottingham stated they don't need the whole \$1,000 for trees but had other things for the grounds that they wanted. Mayor Howard stated they would like a water fountain that balances out the money. It would involve plumbing and a concrete base of some sort. Madeline McCloskey stated they would not do the Community Garden this time around. The driving force behind it didn't feel it could be done for \$1,000 so the money is just sitting there. Mayor Howard asked for a motion. Council member Nottingham made the motion to delete the "Beta" Test Community Garden and reallocate the Line Item to Community Grounds Upgrade and allow the Grey Forest Community Board to use the \$1,000 as needed. The motion was seconded by Council member Poss and passed unanimously with 5 YES and 0 OPPOSED.

## **UNFINISHED BUSINESS:**

**5. DISCUSS AND ACT ON AMENDMENT TO RESOLUTION NO. 003-18 TO RENAME THE GREY FOREST DAM OWNED BY THE CITY OF GREY FOREST**

Mayor Howard stated the amendment to Resolution No. 003-18 is to rename the Grey Forest Dam to the Deep Springs Dam. Council member Nottingham stated Requa named that area the Deep Springs Bathing Pool. Mayor Howard asked for a motion. Council member Tiner made the motion to approve Amended Resolution No. 003-18 renaming the Grey Forest Dam to the Deep Springs Dam. The motion was seconded by Council member Nottingham and passed unanimously with 5 YES and 0 OPPOSED.

There was no further business. Mayor Howard asked for a motion to adjourn. Council member Tiner made a motion to adjourn the meeting. The motion was seconded by Council member Poss and adjourned at 7:27 p.m.

These minutes were written/recorded by Shawwan Kinsley.

These minutes were approved as ~~written~~ amended on the 23<sup>rd</sup> day of April, 2019.

Signed: Phillip A. Howard  
Phillip A. Howard, Mayor