

MINUTES  
REGULAR MEETING

October 22, 2019

A Regular Meeting was held by the Grey Forest City Council of the City of Grey Forest, Texas on October 22, 2019 at 6:30 p.m. in the Grey Forest Council Chambers, 18502 Scenic Loop Road, Grey Forest, Texas.

**The following members present to-wit:**

Mayor Phillip Howard	Council member Sean Skaggs
Council member Susan Darst	Council member Geri Poss
Council member Kimberly Verity	Council member Jennifer Nottingham

**Staff Present:**

Chief Rene Rodriguez	City Secretary Shannan Kinsley
Sgt. Scott Ristow	

**Citizen's Present:**

Don Reddout	Chandler Baker
Gigi Duke	Matt Baker
Susan Beavin	Kirk Mask

**Call to Order – City Council Regular Session**

Mayor Howard called the regular meeting to order at 6:30 p.m.

**Opening Pledge of Allegiance to the Flag of the United States**

(Mayor Howard)

**Consent Agenda Items**

**Minutes** – Consideration and/or action regarding the approval of the minutes of the Regular City Council Meeting of September 24, 2019. Mayor Howard recognized Council member Nottingham who asked for change of Pg. 2 under GFCB Update; last line to read “then”, instead of “than”. Pg. 3 under Public Works Announcements; first bullet to read “brush” instead of “bush”. Pg. 4, Agenda Item No. 4, 5<sup>th</sup> line down to read “rate” instead of “tate”. Pg. 5, Agenda Item No. 8, 9<sup>th</sup> line down to read “the City of Grey Forest”. Pg. 6, 1<sup>st</sup> line to read “It may open us up to” instead of “It opens us up to”. Pg. 6, 10<sup>th</sup> line down to read “wells along the creek”.

*Mayor Howard recognized Council member Poss who moved to approve the minutes as amended and was seconded by Council member Verity. The vote was unanimous with Council members Nottingham, Skaggs and Darst voting for and no one voting no. Motion passed. After the motion passed it was noted to change Pg. 1 to read “Minutes of September 24”; correcting it from September 25.*

### **Hearing of Residents**

Mayor Howard recognized the following who spoke:

- Chandler Baker stated he would like to make some suggestions regarding communication. He asks that communication be sent both by mail and email. Citizens should be able to access documents and information on the City Website. He would like to see a summary of meetings, an official record of what happened and the laws specific to Grey Forest on the City Website so that citizens aren't getting their information through social media.

### **Mayor Announcements**

Mayor Howard stated Clark Construction will be working on Scenic Loop Road tomorrow. The next step is to lay adhesive material before the mastic is laid. You can expect the road to be down to one lane periodically with a pilot vehicle.

Mayor Howard stated there has been no change on Grey Forest Drive since this project was approved in the budget. Once there are plans, the City Engineer will present to City Council.

### **September 2019 Monthly Financials**

End of year financials are still being updated.

### **Council/Staff Announcements**

Mayor Howard announced that Council member Darst and Nottingham attended the TML Conference in San Antonio.

Council member Darst stated the conference was amazing. She networked with other cities of all sizes. It was a wealth of information all in one place. She's very thankful for being able to attend the conference and now has 42 credit hours towards her certification.

Council member Nottingham stated she concentrated on parks at the conference. She did a 10-minute walk to a park initiative. There are regional partners available through Texas Parks and Wildlife that can help with pocket parks and walklets. They also have grants we could look into. She found retractable speed bumps that are on timers. Learned there's new asphalts available for road repair. She spoke to different garbage companies. Tiger states they could still pick up recycling and would like to speak to the City.

Council member Verity stated there are companies out there that will pick up your recycling but it's going into the landfill.

**Committee Announcements/Reports** – None.

**Grey Forest Community Board (GFCB) Update** – None.

**Senator Frank L. Madla, Jr. Natural Area Update**

Council member Nottingham announced the following:

- Moon Viewing was great fun. They saw Saturn.
- Annual Fundraiser is 03/21/2020 at La Hacienda.
- Last scheduled meeting didn't have a quorum.
- Meeting this coming Sunday at 6:00 p.m.
- Thanked Public Works for picking up recycling bin at the park.

**City Events and Announcements**

**Saturday, October 26th**

Halloween Hayride

**Saturday, November 2<sup>nd</sup>**

**Grey Forest Arbor Day**

Planting of Memorial Trees with volunteers.

**Saturday, March 21st**

**Madla Conservancy Fundraiser**

La Hacienda Scenic Loop Restaurant.

**Board of Adjustment Update** – None.

**Police Department Activity Report**

Chief Rene Rodriguez announced the September 2019 Monthly Report.

- 1009 hours worked, 5033 miles driven, 343 total calls for service, 9 warnings issued, summons 34/33 (citations), 42 total traffic stops and 1 Violation of City Ordinance.
- Sgt. Scott Ristow will follow up with the Knock & Talk Program beginning June 1<sup>st</sup>.
- Officers Martha Esparza and Joseph Martinez were hired as Reserve Officers.
- They borrowed equipment from Helotes for a traffic study that began 09/29 and ended October 11<sup>th</sup>. The study was for 5 days in each direction on Scenic Loop Road. He would like to thank Helotes PD for helping set up the equipment.
- National Night Out was successful. Plans going forward is to schedule the event for the 1<sup>st</sup> Tuesday in October.
- Chief Rene Rodriguez and Sgt. Scott Ristow attended a Class C Family Violence Reporting Training on 10/15/2019.

**Public Works Announcements**

Mayor Howard provided the following announcements:

- Public Works continues with trimming and brush chipping.
- Road work continues on Scenic Loop Road.

### **GFU Utility Announcements**

Mayor Howard stated Weekly Water Levels have been provided and remain stable.

### **Fire Department Report**

Mayor Howard recognized Don Reddout who provided the following announcements:

- September 2019 Department Incident Report: 5 calls for service; 1 EMS and 4 other than EMS. Average Response Time 3 minutes. Average Personnel 3.4.
- The new fire station on Cielo Vista is moving forward. They are moving dirt and getting the site ready.

### **New Business:**

#### **1. Present the City of Grey Forest, Texas Annual Financial Report for the Year Ended September 30, 2018**

Mayor Howard recognized Kirk Mask who presented the following report.

Kirk Mask stated he's been with the firm of Williams, Crow, Mask, LLP for 20 years. He has worked with GFU Utility most of that time. This is the first year he has worked for the City of Grey Forest. Due to the relationship he has with Grey Forest Utilities, he had to make sure that he was independent when doing the audit. Once it was determined he could perform the audit, he received the approval to proceed. The audit presented is in draft format. Page 5 and 6 is his Independent Auditor's Report and are the only two pages that can't be changed. The rest of the report can be changed if needed. Pages 5 and 6 issues a clean opinion on the City's Financial Statement and is presented according to the Government Auditing Standards. There were several challenges, none of which came from internally, but he feels good about the report. The books are very clean. The challenges came from bringing all the calculations together and putting it into new reporting requirements. They feel confident with the calculations going forward. Overall assets increased, liabilities decreased, revenues increased, and operating expenses increased but nothing out of the ordinary. Page 43 shows a comparison budget and Council did a decent job at budgeting. The only large variance in expenditures was the purchase of a vehicle in the Public Works Budget which has to be recorded in Capital Expenditures. The expense is reflected on both Public Works and Capital Expenditure lines. The Water Fund has a \$25,000 variance but the City doesn't budget for depreciation. The City has a healthy Reserve Fund with no cause for concern and no debt.

#### **2. Discuss CPS Substation and Transmission Line Project**

Mayor Howard recognized Council member Verity.

Council member Verity stated she doesn't believe everyone is aware of the project that CPS has planned of putting substations and transmission lines along Scenic Loop Road. It does not affect the City of Grey Forest but will affect Scenic Loop Road. She would like to proactively inform citizens that this is something that is happening. We all care about saving Scenic Loop Road and our natural habitat. There is a map online. There are 5 potential sites for the substations.

Substations are 5 acres with generating equipment and the transmission lines are bigger than telephone poles. The area around each pole has an easement of 16 ft on either side meaning they would be clearing that amount of land making a parkway. The rest of the world buries their power lines. She feels CPS is doing this project as cheaply as possible and they don't care about what it looks like or the environment that we live in.

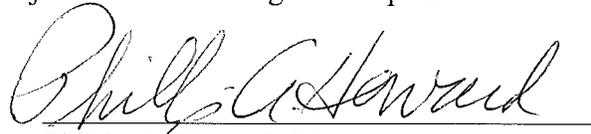
Council member Skaggs stated the poles along Scenic Loop are basically telephone and internet with low voltage. They will not put low voltage on a high voltage line. Overhead is much less expensive.

Council member Verity stated the poles are huge. It will stop just north of us but wants to let the citizens know what is happening.

**Unfinished Business** – None.

**Adjournment**

As there was no further business, Mayor Howard adjourned the meeting at 7:50 p.m.

  
Phillip A. Howard, Mayor

ATTEST:

  
Shannan Kinsley, City Secretary