

Niederwald City Council
June 5, 2023 Council Meeting Minutes

The following represents the actions taken by the Niederwald City Council in the order they occurred during the City Council meeting.

Mayor Charles Bisson called the meeting to order at 7:00 p.m.

Role was called. Council members in attendance were:

Ken Perry
Diane Shirey
Dawn Bowen
City Administrator Richard Crandal

Absent: Connie Wood

A moment of silence was observed.

Presentations: None

Public Comment: None

Agenda Item 1. Discussion and possible action on minutes of: May 1, 2023 City Council meeting.

Synopsis: The minutes of May 1, 2023 council meeting were presented.

Motion: Council Member Bowen motioned to accept the minutes with corrections, Council Member Perry seconded the motion.

Vote: Perry - Yes
Wood - Absent
Shirey - Yes
Bowen - Yes

Motion Passed

Agenda Item 2. Discussion and possible action regarding a subdivision at 700 Marks Way.

Synopsis: The City received a request to subdivide land located at 700 Marks Way in Kai Vista Estates, Section 1, Hays County, Texas. The lots proposed have 124.88 and 124.9 feet of frontage. The subdivision does not meet the City's requirements of 125 feet of frontage on a public road per the City's Subdivision Ordinances. There was not a variance filed to consider approval.

Motion: Council Member Bowen motioned to table, Council Member Shirey seconded the motion.

Vote: Perry - Yes
Wood - Absent
Shirey - Yes
Bowen - Yes

Motion Passed

Agenda Item 3. Discussion and possible action regarding a Final Replat for Goforth Reserve Tract, Angel Hill Subdivision.

Synopsis: Goforth Special Utility District filed a replat with the city for combining two adjacent lots into one. The lots are located in the Angel Hill Subdivision. The first lot consist of .412 acre and the second lot consist of .330 acre for a combined .742 acre tract. Goforth is requesting to combine these tracts to better serve the Angel Hill Subdivision.

Motion: Council Member Shirey motioned to accept the replat, Council Member Bowen seconded the motion.

Vote: Perry - Yes
Wood - Absent
Shirey - Yes
Bowen - Yes

Motion passed

Agenda Item 4. Discussion and possible action to approve Final Plat for Prairie Lakes Subdivision 2-1 and 2-2.

Synopsis: BGE, Inc. submitted final plats for Prairie Lakes Phase 2, Sections 1 and 2. Both sections are in the Z. Hinton Survey, Abstract No. 219, Hays County. Section 1 consists of 25.312 acres of land and Section 2 consists of 35.961 acres. Sara Montgomery informed the Council that according to the Development Agreement the permits for these sections would be filed with the City of Niederwald even though a portion of the land is in the ETJ. Mayor Bisson confirmed that the City has received approval by the City Engineer. ^{with staff}

Motion: Council Member Bowen motioned to approve the Final Plat, Council Member Perry seconded the motion.

Vote: Perry - Yes
Wood - Absent
Shirey - Yes
Bowen - Yes

Motion Passed

Agenda Item 5. Discussion and possible action to approve Preliminary Plan for Camino Real Subdivision.

Synopsis: Sara Montgomery informed the Council that she had received the Preliminary Plans for the Camino Real Development. The development consist of 122.53 acres that will be divided into 455 single family lots. The City Engineer reviewed the plans and commented that there were no revisions from the previous plan that was submitted in 2021. There was a brief discussion about the size of the lots by Council.

Motion: Council Member Perry motioned to accept the Preliminary Plan pending a letter from our City Engineer that there are no changes from the original plan, Council Member Shirey seconded the motion.

Vote: Perry - Yes
Wood - Absent
Shirey - Yes
Bowen - Yes

Motion Passed

Agenda Item 6. Discussion and possible action to accept the Employee Evaluation of Assistant City Secretary Sara Montgomery.

Synopsis: Sara Montgomery presented the Assistant City Secretary Evaluation conducted and completed by City Administrator Richard Crandal to the Council. After review by the Council, Council Member Bowen wanted to add "Areas of Personal Improvement" to the Evaluation. She stated that it should be in every evaluation. She requested it be added to the next meeting agenda that Sara Montgomery present this to the Council as to where she sees herself in five years and what she would like to accomplish.

Motion: Council Member Bowen motioned to accept the Evaluation contingent upon Sara Montgomery adding her comments to it, Council Member Perry seconded the motion.

Vote: Perry - Yes
Wood - Absent

Shirey – Yes
Bowen – Yes

Motion passed

Agenda Item 7. Discussion and possible action to appoint a City Administrator.

Synopsis: Richard advised the Council that he has been training Sara Montgomery to fill the position. Mayor Bisson and Council Member Bowen led discussions about overlapping the position with Richard Crandal and Sara Montgomery.

Motion: Council Member Bowen motioned to appoint Sara Montgomery as City Administrator with Richard Crandal to continue to oversight until June 30, 2023, Council Member Perry seconded the motion.

Vote: Perry - Yes
Wood – Absent
Shirey – Yes
Bowen – Yes

Motion Passed

Mayor Bisson adjourned the City Council Meeting at 7:36 p.m. to go into Executive Session, pursuant to Chapter 551.074 of the Texas Government Code (Personnel Matters).

Mayor Bisson reconvened the City Council Meeting at 7:48 p.m.

Agenda Item 8. Discussion and possible action to appoint an Assistant City Secretary.

Synopsis: Discussions were made in Executive Session.

Motion: Council Member Perry motioned to appoint Reynell Smith as Assistant City Secretary, Council Member Bowen seconded the motion.

Vote: Perry - Yes
Wood – Absent
Shirey – Yes
Bowen – Yes

Motion Passed

Agenda Item 9. Discussion and possible action revise the City of Niederwald Fee Schedule.

Synopsis: Sara Montgomery advised the Council that the City was not charging enough to cover the costs of inspections in the current fee schedule. Inspection charges have gone up since the City's fee schedule was created. She presented the Council with a spreadsheet showing original fees and possible new fees to cover the City's expenses. Mayor Bisson wanted to know how the City of Niederwald's rates compared to surrounding cities. Richard Crandal stated that inspection fees have gone up 24 percent since the last schedule was created.

Motion: Council Member Perry motioned to table any action until we get more pertinent information, Council Member Shirey seconded the motion.

Vote: Perry - Yes
Wood – Absent
Shirey – Yes
Bowen – Yes

Motion passed

Agenda Item 10. Report on city operations and activities by City Administrator

Synopsis: City Administrator has been working on Camino Real project, 700 Marks Way Subdivision, a new subdivision on Appaloosa Drive and possibly a new subdivision on Schubert Lane. Sara advised

the Council that the Prairie Lakes Commercial/Mixed-Use developers are still working on an amendment to the Prairie Lakes Development Agreement to include Townhomes as an acceptable use in the Commercial/Mixed-Use. The City is currently still waiting on the revised plat for the 6301 Niederwald Strasse Property. Sara and Richard had a meeting with Brohn Homes and the City Engineer regarding the Development Agreement for the Bluestem Subdivision. Sara advised the Council that the Gini Lane repairs exceed the \$50,000.00 because of the road failure. Due to this, the City will need to go through a bidding process, which will require an Engineer to present a design standard for the road. Sara also stated that she had been working on Las Estancias building permits and expired permit fees.

Motion: No Action Taken

Agenda Item 11. Discussion and possible action on financial reports for fiscal year to date

Synopsis: The financial reports for the fiscal year to date were presented to the Council.

Motion: No Action Taken

Agenda Item 12. Discussion and possible action on paying outstanding bills in excess of City Administrator's authorized limits.

Synopsis: ATS \$780 for 12 invoices at \$65.00 each. Two invoices from LNV for \$397.50 which were for plat approval for Section 1 and 2 of the Prairie Lakes Subdivision and Uhland ETJ swap on the Gonzales Property. Bovey & Cochran submitted 2 invoices for a total of \$1155.94 which was for work regarding city council vacancies, Brohn Homes, ETJ swap with Uhland on Gonzales Property, Studio Estates and violations at 510 Ganado. Also included were Schubert RV Park, 6301 Niederwald Strasse, MUD issues and 700 Marks Way Subdivision.

Motion: Council Member Shirey motioned to pay invoices presented, Council Member Perry seconded the motion.

Vote: Perry - Yes
Wood - Absent
Shirey - Yes
Bowen - Yes

Motion passed

Announcements:

July 10, 2023 - Council Meeting

Meeting was adjourned at 8:25 p.m.

Attest:

Mayor
City of Niederwald

City Secretary
City of Niederwald