

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 has received a replat of lot 36 and reserve tract at 700 Marks Way in Kai Vista Estates, Section 1, Hays County, Texas. The subdivision does not meet the City's road frontage on the lots of 125 feet of frontage. The lots would only have 124.88 and 124.9 feet of frontage. There was not a variance filed to consider approval.

Motion: Council Member Bowen motioned to table the matter and 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. They are currently a .412 acre lot and a .330 acre

lot in the Sarah Gainer Survey, Abstract No. 812, City of Niederwald, Hays County. Combined would be a .742 acre tract.

Motion: Council Member Shirey motioned to accept the replat and 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. has 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.

Motion: Council Member Bowen motioned to approve the Final Plat and the motion was seconded by Council Member Perry.

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 and forwarded to the City Engineer who commented that there were no revisions from the previous plan that was submitted in 2021. She also included that the plan was for 122.53 acres to be divided into 455 single family lots. 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 plant and 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 presented the Evaluation done 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 and 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 and 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 our current fee structure. Inspection charges have gone up since our fee structure was put in place. She presented Council with a spreadsheet showing original fees and possible new fees to cover our expenses. Mayor Bisson wanted to know how our rates compared to surrounding cities of our size. Richard Crandal stated that our inspection fees have gone up 24 percent since the last schedule.

Motion: Council Member Perry motioned to table any action until we get more pertinent information and 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. She has been working on the Development Agreement for Prairie Lakes and awaiting a revised plat for the 6301 Niederwald Strasse Property. She has had a meeting with Braun Homes regarding Development Agreement and with our Engineer regarding flood plain area. Gini lane repairs will exceed the \$50,000.00 limit so we will need to go through bidding process for repairs. To do so we will be needing our Engineer’s Design standards for the road. We will also need to have parameters on how we will evaluate the proposals. Sara Montgomery 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 Unit 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, Braun Homes, ETJ swap with Uhland on Gonzales Property, Studio Estates and violations at 510 Ganada. Also included were Schubert RV Park, 6301 Niederwald Strasse, MUD issues and Marks Way Subdivisions.

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