



CIBOLO CITY COUNCIL
CIBOLO MUNICIPAL BUILDING
200 S. Main
Cibolo, Texas 78108
January 14, 2025
6:30 p.m. to 11:55 p.m.

MINUTES

1. Call to Order – Meeting was called to order by Mayor Allen at 6:35 p.m.
2. Roll Call and Excused Absences – Council Present: Mayor Allen, Councilman McGlothin, Councilman Roberts, Councilman Mahoney, Councilwoman Cunningham, Councilwoman Sanchez-Stephens, Councilman Hetzel, and Councilman Hicks. Councilman Hetzel left the dais at 6:38 p.m. and Councilwoman Roberts took her seat at the dais at 6:53 p.m. after taking the Oath of Office and a small break to celebrate both Councilmembers Hetzel and D. Roberts.
3. Invocation – Invocation was given by Mayor Allen.
4. Pledge of Allegiance – All in attendance recited the Pledge of Allegiance.

Prior to going to the next item Mayor Allen stated that Councilwoman Cunningham wanted to ask a question to the City Attorney. Councilwoman Cunningham wanted the attorney to explain why at the December meeting he insisted that the oath of office be the first thing due to the charter wording – it was a matter of “sincere urgency” to swear people in asap – and why this meeting there was a farewell and meeting break prior to swearing in. His legal opinion changed, again, and when he refused to respond I told the public to take note, our attorney that we pay a ton of money too refuses to do his job. Mayor Allen moved to the next item.

5. Farewell to departing Councilmembers

A. Councilman Benson and Councilman Hetzel.

Mayor Allen presented Councilman Hetzel a street sign with his years of service as a Councilmember for the City of Cibolo. Mr. Hetzel wife was presented flowers and a picture of Mr. Hetzel his family and Mayor Allen was taken. Councilman Benson was unable to attend the meeting. Before going into short break Mayor Allen went to item 6 on the agenda.

Council will take a small break for the Council, Staff and public to thank both Councilman Benson and Councilman Hetzel for their service to the City of Cibolo.

6. Oath of Office

A. Councilwoman Donetta Roberts

The City Secretary gave the Oath of Office to incoming Councilwoman Donetta Roberts – At-Large Place 6. After the oath Councilwoman Roberts was presented flowers and pictures were taken with the family.

Mayor Allen called for a break at 6:42 p.m. to celebrate both outgoing Councilman Dick Hetzel and newly elected Councilwoman Donetta Roberts.

Mayor Allen called the meeting back to order at 6:53 p.m. and Councilwoman Roberts took her seat at the dais.

7. Presentation of Awards/Recognition

A. Christopher “Jacob” Steinhauer-10 years (Public Works Department)

Mr. Reed presented Jacob Steinhauer from the Public Works Department with his 10-year service award. Pictures were taken of Mr. Steinhauer and his family.

B. Richard “Rick” Mireles-5 years (Police Department)

Mr. Reed presented Rick Mireles from the Police Department with his 5-year service award. Pictures were taken with the family.

8. Proclamation

A. Proclamation for National Law Enforcement Appreciation Day. (Councilman Roberts)

Councilman Roberts read the Proclamation for National Law Enforcement Appreciation Day. Pictures were taken with Chief Andres and the Police employees that were present at the meeting.

9. Citizens to be Heard

This is the only time during the Council Meeting that a citizen can address the City Council. It is the opportunity for visitors and guests to address the City Council on any issue to include agenda items. All visitors wishing to speak must fill out the Sign-In Roster prior to the start of the meeting. The City Council may not deliberate any non-agenda issue, nor may any action be taken on any non-agenda issue at this time; however, the City Council may present any factual response to items brought up by citizens. (Attorney General Opinion – JC-0169) (Limit of three minutes each.) All remarks shall be addressed to the Council as a body. Remarks may also be addressed to any individual member of the Council so long as the remarks are (i) about matters of local public concern and (ii) not disruptive to the meeting or threatening to the member or any attendee including City Staff. Any person violating this policy may be requested to leave the meeting, but no person may be requested to leave or forced to leave the meeting because of the viewpoint expressed. **This meeting is livestreamed. If anyone would like to make comments on any matter regarding the City of Cibolo or on an agenda item and have this item read at this meeting, please email citysecretary@cibolotx.gov or telephone 210-566-6111 before 5:00 pm the date of the meeting.**

The following individuals spoke during this item. Ms. Heyward introduced herself as a Councilmember with the City of Shertz and the newly elected president of the Texas Municipal League. She informed everyone especially the two new councilmembers a little about what TML does for cities. Councilwoman Heyward gave the two new council members a TML packet with information that would be beneficial to newly elected officials. Ms. Titterington from the Chamber thanked the city for hosting the Leadership Class today. Ms. Titterington also briefed on a ribbon cutting on 10 February for Whataburger and Just a Closet on 23 January. Ms. Trivette stated that she was from the Chamber Leader Corp and was attending the council meeting as part

of that organization. Mr. Hollein spoke on the property at 325 Sun Rose Lane wanted to know how people could be living in a structure that had no electrical power or running water. He stated it was a hazard to the adjacent homeowners, and it was a life and safety issue. Mr. Jeffords is a member of the Youth Council. Mr. Jeffords came to the meeting to let the council know that they were working on their vision statement. He was also excited for the next couple months and what the Youth Council will accomplish. Mr. Stockhammer also lives in the Thistle Creek neighborhood and actually lives on Sun Rose Lane. He mentioned that a person living in the house walks the neighborhood in the early morning taking the loose trash cans from the houses. He also stated that an individual living in the house has plugged into the electric of houses next to the house he is occupying.

10. Consent Agenda – Consent Items (General Items)

(All items listed below are considered to be routine and non-controversial by the council and will be approved by one motion. There will be no separate discussion of these items unless a Council member requests, in which case the item will be removed from the consent agenda.)

- A. Approval of the minutes of the Regular City Council Meeting held on December 10, 2024.
- B. Approval of the minutes of the Canvass of the Run-Off Election held on December 19, 2024.
- C. Approval of the minutes of the Special Council meeting held on December 3, 2024.

Councilwoman Cunningham made the motion to approve the consent agenda with a correction to the spelling of Councilwoman Roberts name. The correction was made prior to Mayor Allen signing the minutes. The motion was seconded by Councilman Hicks. For: All; Against: None. The motion carried 7 to 0.

11. Staff Update

A. Administration.

a. Capital Improvement Program – Updates on Projects

Lower Seguin Road – Phase 1 & 2 first lift completed and open to traffic. Phase 3 began December 2, 2024. First lift of asphalt was placed on January 14, final lift will be scheduled as soon as possible.

Dean Road and Bolton Road – No new update.

Green Valley Road – Low Water Crossing Improvement – First lift of asphalt scheduled to be completed by December 23, 2024, Contractor is currently working on the guardrail. Drainage work has been completed. Final lift will be scheduled once weather is favorable.

Animal Services Facility – Modular Bldg. was delivered October 22, 2024 (Bldg. is serviceable, waiting on stairs and ramp to be completed). Utilities, Electrical and Internet has been completed.

Public Safety Facility – No new update.

Haeckerville Road and Town Creek Drainage – No new update to report.

FY25 Street Rehabilitation Package 1 – Opening bid was December 12, 2024. Item will be on the January 28th agenda

FY25 Street Rehabilitation Package 2

Town Creek Trail – No new update.

Tolle Road – No new update.

FM 1103 Phase 1 and Phase II – Nothing significant to report.

b. RFP, RFQs, and RFBs

UDC Rewrite – approved December 10, 2024.

Old Town – Will be to council in the next 2 to 4 weeks.

Solid Waste Franchise Agreement – On tonight's agenda.

B. Police Department – In packet.

C. Animal Services – In packet.

12. Discussion/Action

A. Discussion/Action on seeking Competitive Proposals for a Solid Waste Franchise Agreement.

This item was briefed by Mr. Reed. There were eight questions for the council to consider and give direction. The question were: 1. Does the City Council support enhancing customer service support by having the selected vendor provide a dedicated customer service support? The council supported this option. 2. How does Council want to explore the inclusion of a second weekly pick-up (year-round) compared to current scope? Consensus from Council was to add this as an option. 3. Is Council open to exploring a change to Household Hazard Waste (HHW) program from customers coming to a City location (twice a year) versus allowing each resident to for HHW pick-up at their residence? Consensus from Council was to add this as an option. 4. Does Council want to explore an additional service for composting, which will come with an additional cost to residential customers? The consensus from Council was to skip this option and not to pursue pricing. 5. Does Council want to explore the vendor providing public education funds to promote responsible solid waste and recycling? There was no consensus among Council to pursue this option. 6. Does Council want to offer a discount rate for homeowners who are 65 years of age (at least one of the owners)? There was no consensus among Council to support this option. 7. Does City Council want the solid waste provider to provide residents with an option for a smaller cart size? The council supported this option. 8. Does Council support the scoring criteria as proposed by SWS to drive a Best Value. The council concurred with the scoring criteria; they did not suggest any changes.

B. Discussion/Action to approve a contract under the Master Professional Service Agreement with Freese and Nichols, Inc. for the Cibolo South Sanitary Sewer Master Plan and authorize the City Manager to execute the Agreement in the amount of One Hundred Fifty-Three Thousand One Hundred Eighty-Eight Dollars (\$153,188.00).

Councilwoman Cunningham made the motion to approve a contract under the Master Professional Service Agreement with Freese and Nichols, Inc. for the Cibolo South Sanitary Sewer Master Plan and authorize the City Manager to execute the Agreement in the amount of One Hundred Fifty-Three Thousand One Hundred Eighty-Eight Dollars (\$153,188.00). The motion was seconded by Councilman R. Roberts. For: All; Against: None. The motion carried 7 to 0.

C. Discussion/Action to approve a contract under the Master Professional Services Agreement with Freese and Nichols, Inc., for an update to the City's Water, Wastewater, Roadway, and Drainage Impact Fees and authorize the City Manager to execute the Agreement in the amount of Three Hundred Eighteen Thousand Two Hundred Forty-Five Dollars (\$318,245.00).

Councilwoman Cunningham made the motion to approve contract under the Master Professional Services Agreement with Freese and Nichols, Inc., for an update to the City's Water, Wastewater, Roadway, and Drainage Impact Fees and authorize the City Manager to execute the Agreement in the amount of Three Hundred Eighteen Thousand Two Hundred Forty-Five Dollars (\$318,245.00). The motion was seconded by Councilman R. Roberts. For: All; Against: None. The motion carried 7 to 0.

D. Discussion/Action on Capital Improvements Advisory Committee Requirements.

Councilwoman Sanchez-Stephens made the motion to retain the committee we currently have and keep it separate from the Planning & Zoning Commission. The motion was seconded by Councilman Hicks. For: Councilman Hicks, Councilwoman D. Roberts, Councilwoman Cunningham, Councilwoman Sanchez-Stephens, and Councilman Mahoney; Against: Councilman R. Roberts and Councilman McGlothlin. Motion carried 5 to 2.

E. Discussion/Action regarding a proposed Land Study of the Schryver Tract Subdivision.

Councilman Hicks made the motion to deny the proposed Land Study of the Schryver Tract Subdivision. The motion was seconded by Councilman R. Roberts. For: All; Against: None. The motion carried 7 to 0 to Deny.

F. Discussion/Action on forming a Charter Review Committee.

Councilman McGlothlin made the motion to form a Charter Review Committee. The motion was seconded by Councilwoman Cunningham. For: All; Against: None. The motion carried 7 to 0.

G. Discussion/Action on traffic control for Green Valley Road at Schlather Intermediate School.

Councilwoman Sanchez-Stephens made the motion to table this item until they receive additional information. The motion was seconded by Councilman R. Roberts. For: All; Against: None. The motion carried 7 to 0.

H. Discussion/Action on the use of the Multi-Event Center and the parking around City Hall.

The contract for the Multi-Event Center will be sent to the attorney's office so they can put an ordinance together to address the parking situation around City Hall. The use of the Multi Event Center was not discussed and will be placed on the next agenda.

I. Discussion/Presentation on the Cibolo Police Recruitment plan and current staffing vacancies in the sworn ranks.

Chief Andres and Sergeant Zitkus presented the Cibolo Police Department State of the Department and Recruiting Update. The council received the organization chart for the police department, the number of vacancies in the PD, recruitment update, and FY overtime analysis. The council had the opportunity to ask question about the presentation. The City Council thanks Chief Andres and Sergeant Zitkus for the report.

J. Discussion on the Flock camera system.

The council received a Cibolo PD Flock System overview for 2024.

K. Discussion from Councilmembers that have attended seminars, events, or meetings.

Councilman Hicks the AAMPO meeting and also went to Austin for the swearing-in of new Senators. Councilwoman Sanchez-Stephens also attend the event at the capital and several ribbon cutting events in Cibolo. Councilwoman Cunningham attended the Youth

Council and explained that the Youth Council was working on their vision statement. Councilman Mahoney also went to the Capital. Councilman McGlothin attended the Board of Adjustment which he was a member of before being elected to service on Council.

L. Discussion on items the City Council would like to see on future agendas.

Councilwoman Sanchez-Stephens would like to discuss the seating at the dais, a interview committee for all committees and a discussion on the intersection at Cibolo Valley Drive and Everyday Way. Councilwoman Cunningham would like to have an item to discuss traffic calming measures for detours during construction. Councilwoman Cunningham would also like an update on SeeClickFix and a future agenda item update on Cibolo Parks. She ask about the field next to the Sports Complex and the ability to use that land for sport activities. Councilman McGlothin would like to look at the advisory boards and their attendance and also Council reviewing and approving members for each term of office.

M. Discussion on the review and confirmation of all upcoming special meetings and workshops and scheduling the time, date, and place of additional special meetings or workshops.

The City Secretary reminded the Council that there is mandatory Ethics Briefing on January 21st at 6:30 p.m. and on February 8th at 9:30 a.m. Both meeting will be at city hall and should last approximately one hour. This is a mandatory meeting for all elected and appointed members of the city. Members are required to attend only one of the classes.

13. Ordinances

A. Approval/Disapproval of an Ordinance for a Conditional Use Permit request to allow a Manufactured Home Residential use for certain real property located at 2090 Pfannstiel Lane, legally described as ABS: 272 SUR: JOSE ROSA 8.6500 AC and ABS: 272 SUR: JOSE ROSA 1.5000 AC.

Councilman R. Roberts made the motion to approve an Ordinance for a Conditional Use Permit request to allow a Manufactured Home Residential use for certain real property located at 2090 Pfannstiel Lane, legally described as ABS: 272 SUR: JOSE ROSA 8.6500 AC and ABS: 272 SUR: JOSE ROSA 1.5000 AC. The motion was seconded by Councilman Mahoney. For: Councilman McGlothin, Councilman R. Roberts, Councilman Mahoney, Councilwoman Cunningham, Councilwoman Sanchez-Stephens, and Councilwoman D. Roberts; Against: Councilman Hicks. The motion carried 6 to 1.

B. Approval/Disapproval of an Ordinance for a request to change zoning from Office/Retail (C-3) to Estate Residential (SF-1) for certain real property located at 210 Tolle Road and 633 Tolle Road, legally described as ABS: 210 SUR: JERONIMO LEAL 9.0000 AC, ABS: 210 SUR: JERONIMO LEAL 0.5000 AC, and ABS: 210 SUR: JERONIMO LEAL 0.5000 AC.

Councilman R. Roberts made the motion to an Ordinance for a request to change zoning from Office/Retail (C-3) to Estate Residential (SF-1) for certain real property located at 210 Tolle Road and 633 Tolle Road, legally described as ABS: 210 SUR: JERONIMO LEAL 9.0000 AC, ABS: 210 SUR: JERONIMO LEAL 0.5000 AC, and ABS: 210 SUR: JERONIMO LEAL 0.5000 AC. The motion was seconded by Councilman McGlothin. For: All; Against: None. The motion carried 7 to 0.

- C. Approval/Disapproval of an Ordinance for a Waiver request to United Development Code (UDC) Section 19.4 Block Design for the proposed Schryver tract subdivision.

This item was moved and discussed after item 12D.

Councilman R. Roberts made the motion deny the Ordinance for a Waiver request to United Development Code (UDC) Section 19.4 Block Design for the proposed Schryver tract subdivision. The motion was seconded by Councilman Hicks. For: All; Against: None. The motion carried 7 to 0.

- D. Approval/Disapproval of an Ordinance amending Chapter 46, Cibolo Code of Ordinances, providing Definitions, Regulations, Enforcement Procedures, and Penalties regarding Junk Vehicles.

Councilman R. Roberts made the motion to approve an Ordinance amending Chapter 46, Cibolo Code of Ordinances, providing Definitions, Regulations, Enforcement Procedures, and Penalties regarding Junk Vehicles. The motion was seconded by Councilwoman D. Roberts. For: All; Against: None. The motion carried 7 to 0.

14. Resolution

- A. Approval/Disapproval of a Resolution of the City of Cibolo authorizing the donation of used or obsolete fire hose and personal protective equipment to the Texas Forest Service Helping Hand Program.

Councilman Hicks made the motion to approve a Resolution of the City of Cibolo authorizing the donation of used or obsolete fire hose and personal protective equipment to the Texas Forest Service Helping Hand Program. The motion was seconded by Councilwoman Cunningham. For: All; Against: None. The motion carried 7 to 0.

15. Executive Session

The City Council will meet in Executive Session as Authorized by the Texas Gov't Code Section 551.071, Consultation with Attorney, 551.087 Economic Development and 551.074 Personnel Matters to discuss the following:

- A. Evaluation of the City Secretary
- B. Project Spur
- C. Project Athletic
- D. SB 2038 litigation related to the constitutionality of legislation allowing ETJ property owners to seek removal from the city's ETJ based on a single, unilateral petition, and related treatment of petitions received by the City, while litigation continues.
- E. Legal opinion on homes in the City of Cibolo that are uninhabitable and still occupied.

- F. City Manager's duties in relation to Human Resources matters, technology matters and related support, document retention, city charter division of responsibilities, and related procedures.
- G. Legal advice regarding the Equal Employment Opportunity Commission Claim No. 451-2024-01843, as well as pre-litigation claims concerning the termination of a city employee.

The council went into Executive Session at 11:00 p.m. to discuss item A, B, and F. The other items were pulled for the agenda.

16. Open Session

The City Council will reconvene into Regular Session and take/or give direction or action, if necessary, on items discussed in the Executive Session.

Council reconvened into Open Session at 11:52 p.m. Councilman R. Roberts made the motion to increase the City Secretary's pay by 4% and back dating the increase to 1 October 2024. The motion was seconded by D. Roberts. For: Councilman McGlothin, Councilman Roberts, Councilman Mahoney, Councilwoman Cunningham, and Councilwoman D. Roberts; Against: Councilman Hicks and Councilwoman Sanchez-Stephens. The motion carried 5 to 2.

17. Adjournment – The motion was made by Councilman Hicks to adjourn the meeting at 11:54 p.m. The motion was seconded by Councilman McGlothin. For: All; Against: None. The motion carried 7 to 0.

PASSED AND APPROVED THIS 28TH DAY OF JANUARY 2025.

Randy Roberts
Mayor Pro-Tem

ATTEST

Peggy Cimics, TRMC
City Secretary

