

**Mayor**  
Dee Grimm

**Council Members**  
Dwayne Padalecki  
Susann Baker  
Caid Franckowiak  
Deborah McInerney  
John Hafner

**City Secretary**  
Janice Staudt

**CITY OF ST. HEDWIG**  
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**APPROVED MINUTES**  
of the Regular City Council Teleconference Meeting

March 4, 2021

**1. CALL MEETING TO ORDER**

Mayor Dee Grimm called the teleconference meeting to order at 7:30 pm.

**2. ROLL CALL AND ESTABLISH A QUORUM**

Roll call was taken. Members present were Councilman Dwayne Padalecki, Councilwoman Susann Baker, Councilman Caid Franckowiak, Councilwoman Deborah McInerney and Councilman John Hafner. A quorum was established. Janice Staudt presided as City Secretary.

**3. MEET & GREET WITH CPS ENERGY LOCAL GOVERNMENT RELATIONS TEAM, MELISSA CARRILLO COX AND NANCY TABARES**

Melissa Carrillo Cox introduced herself and mentioned that team member Linda Rodriguez has retired, so the City's new point of contact is Nancy Tabares. Nancy Tabares said prior to her transition to Local Government Relations, she worked four years with the City of San Antonio Districts, dealing with constituent-based services, and she is here now to serve the City.

**4. RECEIVE AUDIT REPORT FOR 2019-2020 FISCAL YEAR BY MICHAEL PERALTA WITH ARMSTRONG, VAUGHAN & ASSOCIATES**

Mr. Michael Peralta, with Armstrong, Vaughan & Associates, presented the FY 2019-2020 audit report. He reported the City received an "unmodified opinion", which is the best you can receive, which states the financial statements are materially correct. He then reviewed the audit report with Council and concluded that the City is in a very healthy position.

**5. READING AND APPROVAL OF MINUTES**

The minutes to approve were from the February 4, 2021 City Council Teleconference Meeting. Councilwoman Susann Baker moved to approve the minutes as written. Councilman

John Hafner seconded the motion. All were in favor. The February 4, 2021 City Council Teleconference Meeting minutes were approved.

## **6. READING AND APPROVAL OF FINANCIAL SUMMARY**

The first financial summary to approve was for December, 2020 (Note, the December, 2020 report approved at the last meeting was the wrong report). Councilman John Hafner moved to approve the December, 2020 financial summary. Councilwoman Deborah McInerney seconded the motion. All were in favor. The December, 2020 financial summary was approved.

The second financial summary to approve was for January, 2021. Councilman Dwayne Padalecki moved to approve the January, 2021 financial summary. Councilwoman Deborah McInerney seconded the motion. All were in favor. The January, 2021 financial summary was approved.

## **7. REPORT FROM CODE COMPLIANCE**

Code Compliance Officer Kim Fornof presented the February report.

Ms. Fornof reported she had a busy month. She said she's made progress on a few of the stop work orders that were issued, and is working with the property owners to resolve the issues. She also mentioned she received two requests for special use permits, which will be discussed later on the agenda. Mayor Dee Grimm complimented Ms. Fornof on the thoroughness of the report.

For a complete report, see it on our website at [sainthedwightcity.com](http://sainthedwightcity.com) under "Building & Development", "Code Compliance".

## **8. REPORT FROM PLANNING AND ZONING**

Planning and Zoning (P&Z) Commission Chairman, Mr. Charles Mais presented the report. He reported that at the last P&Z meeting there was one citizen to be heard, who had concerns about possible code violations at 4435 Stapper Road, and also about the lighting from the proposed Rock Methodist Church sign. Mr. Mais said that the Planning and Zoning Commission recommends the height and lighting variance request for the new Rock Methodist Church sign be denied. Mayor Grimm asked Mr. Mais to submit that recommendation to her in writing. She also noted that Council had decided on a date to meet with P&Z in a workshop to review the Zoning Ordinance changes, but that date will have to change again, for she doesn't want to have it until you can meet in person, which Council agreed on.

## **9. CITIZENS TO BE HEARD**

Mayor Dee Grimm reminded everyone that 5 minutes is allocated for each citizen to be heard and that City Council is not allowed to engage in discussion with citizens to be heard, but they are allowed to provide factual answers to questions citizens may have.

Karen Germs, 4435 Stapper Road #16, said she appreciates the P&Z and Code Compliance reports mentioning the issues at 4435 Stapper Road, and that the issues are being addressed, but she would also like the required setbacks for 4435 Stapper Road #1 be enforced. She noted that there are other issues too that are still going on and hopefully they will get addressed. Ms. Germs requested that the City continue virtual meeting access even after they begin to meet in person again. She also inquired what the funds for child safety were for, as mentioned in the audit review. Mayor Dee Grimm replied that it is a state mandated fund designated for school crossing guards.

## **10. OLD BUSINESS**

### **A. Roads – Receive Road Maintenance Report, and Take Action on Related Items**

#### **1. Road Report**

Councilman Caid Franckowiak said besides the current road rehabilitation project, which will be discussed later on the agenda, there is nothing to report.

#### **2. Matching Fund Project – Gable Road - Discuss and take action**

Councilman Dwayne Padalecki reported that he and City Engineer Jess Swaim met successfully with the neighboring land owners and the project has gone out for bid. Mr. Swaim confirmed that the project is open for bids, formally listed on civcastusa.com. He said that after the deadline for bid documents, Councilman Padalecki and Councilman Franckowiak will be asked to review the bids before he makes a recommendation to Council. Mayor Grimm reminded Mr. Swaim that TxDot has already granted the city an extension on this project's completion deadline to June 30, 2021, and she cannot guarantee that another extension will be granted. Mr. Swaim said he is aware of the new deadline, but due to unforeseen weather and other issues, he cannot guarantee that deadline. Mayor Grimm she understood any unforeseen issues, but noted she would like any delay issues be addressed as soon as possible if they should arise.

#### **3. Silesia Drive – Update on Silesia Drive Deficiency Issues**

Mayor Dee Grimm said the City has been served with a lawsuit by Staudt Investment Properties and the City is currently in litigation. She said the City is working with attorneys through the City's insurance with Texas Municipal League and will notify Council if a Closed Session Meeting is warranted.

#### **4. Status of 2020 Roadway Rehabilitation Project**

Mr. Jess Swaim reported a field meeting was held to inspect the project for any touchups that might still be needed. He added that two pay applications to the Contractor have been processed, with one more anticipated. He noted that he anticipates the project will end up under budget. Mayor Grimm thanked Mr. Swaim for the excellent job of completing the project on time and possibly under budget.

#### **B. City Park**

1. Councilman Dwayne Padalecki had nothing to report on the City Park.
2. Councilwoman Deborah McInerney said the Fall drive-in concert in the park was a huge success and the County Line Band has requested to perform again on May 16, 2021, with a different lineup of music and food truck again.

#### **C. Workshop for the City Council and the Planning & Zoning Commission to Review Revisions to the Zoning Ordinance**

Mayor Dee Grimm said she appreciates the Planning and Zoning Commission's effort to arrange a mutual meeting date with Council, but because the mandates on social distancing for public entities is still in effect, she suggests holding off on this workshop at this time. Councilwoman Susann Baker and Councilman Dwayne Padalecki agreed that the workshop should be postponed until it is safe to meet in person.

#### **D. Update on Green Valley SUD proposed project to service wastewater system to the Clearwater Creek residential District**

There were no updates.

#### **E. Update on Internet Services for the City**

Councilman John Hafner said he encountered a delay on acquiring information from CPS Energy that GVEC requested, so nothing to report this time.

#### **F. Update on Property Tax Exemption for 65 and Older**

1. Resolution 2104 – Affirming the Existing Property Tax Exemption for Age 65 and Older

Mayor Dee Grimm explained that according to Bexar County Appraisal, the City already implemented the age 65 and older exemption back in 1987. She said if you own your home and use it as your primary residence, you must first claim it as your homestead with Bexar County.

Then at age 65, the appraised value of your home will be reduced by \$60,000 before the tax is calculated. She said if you receive that exemption, you can find it listed along with any other exemption, on your tax statement. Mayor Grimm added, that there is not any other mechanism available under Texas law that allows the City to provide any other property tax exemption for being over age 65. She said that since this exemption was enacted so long ago, and the Resolution for it cannot be located, Resolution 2104 was drafted, affirming the exemption. Councilman John Hafner moved to approve Resolution 2104. Councilwoman Susann Baker seconded the motion. All were in favor. Resolution 2104 was approved.

### **G. COVID-19 Coronavirus Update**

Mayor Dee Grimm said she tries hard to not interject opinion into her duties as Mayor, and the job of Mayor is to be an administrator, to assure all the acts of Council are carried out correctly. However, she said, she does have an opinion about this, and it is not political. She said she does not think we are “out of the woods yet”, considering the variants of COVID-19 and what effect the vaccine will have on them. Mayor Grimm said due to Spring Break, there is a potential net surge of COVID-19, and believes reopening the state may be a difficult process. She asked that although you may no-longer be required to wear a mask and social distance, that you do so anyway to remain cautious.

### **H. Update on May 1, 2021 Election**

Mayor Dee Grimm announced that the next St. Hedwig General Election will be May 1, 2021, and the places and candidates on the ballot are:  
City Council Place 1 – Dwayne Padalecki (incumbent, unopposed)  
City Council Place 3 – Ellen T. Swetman and Caid Franckowiak (incumbent)  
City Council Place 5 – John E. Hafner (incumbent, unopposed)

## **11. NEW BUSINESS**

### **A. Removal of Justin Jones from the Planning & Zoning Commission and recommend a replacement Commissioner**

Mayor Dee Grimm informed Council that Planning & Zoning (P&Z) Commissioner Justin Jones is no longer attending the P&Z meetings, and per Texas Government Code his meeting absence requires him to step down as Commissioner. P&Z Chairman Mr. Charles Mais confirmed not only Commissioner Jones’ meeting absence, but also unsuccessful attempts to contact Commissioner Jones via letter, email or phone and thus he recommended Alternate Wendy Schaefer as Commissioner Jones’ replacement. Councilman John Hafner moved that Justin Jones be removed from the Planning and Zoning Commission. Councilwoman Susann Baker seconded the motion. All were in favor. Justin Jones was removed from the Planning and

Zoning Commission. Councilman John Hafner moved to move Wendy Schaefer from Alternate to Commissioner on the Planning and Zoning Commission. Councilwoman Deborah McInerney seconded the motion. All were in favor. Wendy Schaefer was appointed as a Commissioner on the Planning and Zoning Commission.

## **B. Discuss and Schedule Public Hearing for Special Use Permit Requests**

1. Mr. Cody Scott requests a Special Use Permit to establish a farm stand to sell local produce at 14997 FM 1346. Property is BCAD Property ID: 1063513 and is located in the A-1R (Agricultural/Residential) zoned area of the city of Saint Hedwig.
2. Mr. Diago Campos & HOA requests a Special Use Permit to establish soccer fields at 2415 FM 1518. Property is BCAD Property ID: 328965 and is located in the A-1R (Agricultural/Residential) zoned area of the city of Saint Hedwig.

Code Compliance Officer Kim Fornof said these requests are not rezoning requests, but are requests for special use of the property, where City Council would grant stipulations to the property owner for the special use. She said letters will need to be sent to surrounding properties informing them of the request and the public hearing required for these requests. Mayor Dee Grimm recommended having the Public Hearing, at 7:00 p.m. on April 1, immediately followed by the normally scheduled City Council meeting.

## **C. Discuss Ways to Inform Public of Permitting and Zoning Requirements**

Councilwoman Deborah McInerney said she would like to see something posted on the website about the process and requirements for permitting and rezoning. Mayor Dee Grimm agreed that some sort of checklist would be beneficial to people. Councilwoman Susann Baker said she believes the realtors should be responsible for informing buyers of the City's requirements. Mayor Grimm noted however, that the realtor may not be local and may not know what the requirements are. Councilwoman McInerney suggested making the first thing on the checklist be asking your realtor what the permitting and zoning requirements are for the property you are wanting to purchase. She believes one of the benefits of a checklist would be to prevent the buyer from getting in too deep into the purchase before knowing what the permitting and zoning requirements are. Code Compliance Officer Kim Fornof pointed out that there is already a checklist for residential construction, and added it would be tough to write a checklist that doesn't refer people back to the Zoning Ordinance that lists prohibited and permitted uses by area. Mayor Grimm added that perhaps a "Frequently asked Questions" post would be helpful too.

## **10. ANNOUNCEMENTS**

The proposed Spring Cleanup Day is March 27.

## **11. DETERMINE DATE FOR NEXT MEETING**

The next City Council meeting will be held virtually, April 1, 2021, immediately following the 7:00 p.m. Public Hearing.

## **12. ADJOURNMENT**

Mayor Dee Grimm adjourned the teleconference meeting at 8:52 pm