



**CITY OF FAIR OAKS RANCH**  
**CITY COUNCIL VIDEOCONFERENCE**  
Thursday, February 25, 2021 at 6:30 PM  
Via Zoom Videoconference

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## **MINUTES**

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### **OPEN MEETING**

Council Present: Mayor Manitzas and Mayor Pro Tem Elizondo  
Council Members: Havard, Hartpence, Koerner, Patel, and Maxton

With a quorum present, the meeting was called to order at 6:30 PM.

### **CITIZENS and GUEST FORUM / PRESENTATIONS**

- A. Citizens to be heard.
1. Chesley Muenchow – Ms. Muenchow spoke regarding vehicles passing school buses while their lights are flashing. Ms. Muenchow urged FORPD to work with BISD to find a solution to this safety concern.
  2. The City Secretary read a letter into the record from:  
Stacey Gilfillan, who wanted to thank all staff but especially public works employees on behalf of the Front Gate HOA residents for their help during the winter event and for making the Potable Water Distribution Events a success. She also expressed gratitude to Council Members Patel and Koerner, and Finance Director Sarah Buckelew for their assistance in organizing the events and commended the city's efforts to provide residents access to water.
  3. Mayor Manitzas thanked public works employees and administrative staff for their hard work and dedication during the winter event. Mayor Manitzas explained that a large number of employees stayed at the city from Sunday through Friday in order to respond to residents when necessary. Additionally, Mayor Manitzas recognized Bexar County Commissioner Trish Deberry, Congressman Tony Gonzalez and his staff, the Leon Springs Volunteer Fire Dept., and the Van Raub School. The Mayor thanked a large group of citizens who volunteered to feed staff members who were at the city's campus far longer than initially expected.
- B. Sarah Buckelew, CPA, Finance Director gave a brief overview of the requirements for a GFOA Excellence in Financial Reporting and recognized her staff for their achievement and specifically, Summer Fleming (Accounting Manager), whom is responsible for having achieved the certification over the past three years.
- C. Sarah Buckelew, CPA, Finance Director described that the requirements for the Government Finance Officers Association Distinguished Budget Presentation Award are strenuous and gave credit to Julie Lovelace, Accountant, for having achieved this designation on the first attempt by the City.

**CONSENT AGENDA**

- A. Approval of the February 4, 2021 Regular City Council meeting minutes.
- B. Approval of the February 9, 2021 Special City Council meeting minutes.
- C. Approval of the February 10, 2021 Special City Council meeting minutes.

MOTION: Made by Council Member Maxton, Seconded by Council Member Patel, to approve the Consent Agenda.

VOTE: 7-0; Motion Passed

**CONSIDERATION/DISCUSSION ITEMS****A. Consideration and possible action approving a Resolution appointing members to the City of Fair Oaks Ranch Council Code of Conduct Advisory Committee (CCCAC).**

MOTION: Made by Council Member Patel, Seconded by Council Member Hartpence, to approve a resolution appointing members to the City of Fair Oaks Ranch Citizens Code of Conduct Advisory Committee (CCCAC). (Joe duMenil, Mike Lyle, Jane Burton, John McCune, and Shane Stolarczyk.)

VOTE: 7-0; Motion Passed

**B. Consideration and possible action approving a Resolution nominating a candidate to fill a vacancy on the Bexar Appraisal Board of Directors.**

MOTION: Made by Council Member Koerner, Seconded by Council Member Maxton, to approve a resolution nominating Trish DeBerry as a candidate to fill the vacancy on the Bexar Appraisal Board of Directors

VOTE: 7-0; Motion Passed

**REPORTS FROM STAFF/COMMITTEES/COUNCIL**

- A. Police Chief, Tim Moring, provided to Council the Fair Oaks Ranch Police Department's annual report for 2020.

**CONVENE INTO EXECUTIVE SESSION**

City Council convened into Executive Session at 7:48 PM regarding:

- A. **Sec. 551.071 (Consultation with Attorney)** the City Council will meet in private consultation with legal counsel to seek the advice of its attorneys about pending or contemplated litigation, a settlement offer, and/or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas conflicts with Chapter 551 of the Government Code; to wit:
  - 4. Legal discussion regarding police operational issues.
  - 5. Update regarding a pending police Administrative Hearing for a Report of Separation, and other matters in connection therewith.

City Council did not convene into Executive Session regarding:

1. To receive legal advice and to receive and deliberate an offer of settlement for claims made on behalf of a real property owner against the City's operation of well K-2.
2. Cause No. 2018-CI-00202; the City of Fair Oaks Ranch, Texas vs. Edward I. Hill, Robert E. Heckendorn, Craig M. Kuitjen, Roger Fuentes, Wesley A. Pieper, Esther W. Hicks, William A. McDowell, Yolanda D. Ayala, PG Pfeiffer Ranches LLC, Maureen Pfeiffer Stevenson Family Trust.
3. To receive legal advice from Special Counsel and the City Attorney regarding the City's ground water rights.

### RECONVENE INTO OPEN SESSION

The Mayor reconvened into Open Session at 8:54 PM.

A roll call that reestablished a quorum was taken:

Council Present: Mayor Manitzas and Mayor Pro Tem Elizondo  
Council Members: Havard, Koerner, Patel, and Maxton

Council Member Hartpence did not rejoin the call after Executive Session.

No action was taken.

### ADJOURNMENT

Council Member Patel asked for a general overview of Code RED for the March 4, 2021 meeting.

Mayor Manitzas adjourned the meeting at 8:57 PM.

ATTEST:

  
Christina Picioccio, City Secretary

  
Garry Manitzas, Mayor