



**City Council Meeting Agenda**  
**May 10, 2022**  
**6:30 P.M.**  
**30360 Cougar Bend, Bulverde TX 78163**

1. CALL THE MEETING TO ORDER.
2. ADMINISTRATION OF OATHS OF OFFICE AND ELECTION OF OFFICERS
  - 2.I. Issue Certificates Of Election And Administer Oaths Of Office To The Newly Elected Members Of City Council.
  - 2.II. Discuss And Consider Electing One Member Of The City Council To Serve As Mayor Pro Tem For The 2022-2023 Term.
  - 2.III. Discuss And Consider The Appointment Of Charles West As City Manager For The City Of Bulverde.
  - 2.IV. Discuss And Consider Approval Of An Employment Contract With Charles West To Serve As City Manager Of The City Of Bulverde.
3. PROCLAMATION
  - 3.I. Proclaiming June 7, 2022 As "State Farm Day", In The City Of Bulverde, Texas.  
Documents:  
[Proclamation State Farm 100.pdf](#)
4. REPORTS AND PRESENTATIONS
  - 4.I. Police Department: Monthly Report  
Documents:  
[PD April Monthly.pdf](#)
  - 4.II. Finance Department: Monthly Report  
Documents:  
[04-2022 Finance Monthly Memo.pdf](#)
  - 4.III. Public Works Update
  - 4.IV. Planning And Zoning Commission Update
  - 4.V. Parks & Recreation Update

4.VI. Economic Development Foundation

5. REGULAR AGENDA ITEMS

- 5.I. Discussion With Possible Action To Recommend Approval Of A Request By Mechelle Salmon, On Behalf Of The H.I.S. Centre, For Two Parks Special Use Permits To Host A Freedom Run On July 4, 2022, And A Turkey Trot On November 24, 2022, Both At The City Of Bulverde Community Park.

Documents:

[PSUP-22-03 CC Final Staff Report.pdf](#)

- 5.II. Consider A Request By Wes Putman For A Variance To Section 3.08.102 (A)(2) Of The City Of Bulverde Code Of Ordinances At 20630 STATE HWY 46 W, Suite 115.

Documents:

[VR-22-02 CC Final Staff Report.pdf](#)

- 5.III. Hold A Public Hearing And Consider A Request By Grandrock Investments, LLC For The Approval Of A Special Use Permit To Allow A Guest House As An Accessory Use On An Approximately 1.01 Tract Of Land Located At 34741 Casita Creek Lane.

Documents:

[SUP-22-01 CC Final Staff Report.pdf](#)

- 5.IV. Hold A Public Hearing And Consider A Request By Kevin Sprull & Erik Mion For The Approval Of A Special Use Permit To Allow A Cigar Shop/Lounge To Be Operated On Bulverde Estates 1, Lot 121 At 32357 US HWY 281 N, Suites 106 & 107.

Documents:

[SUP-22-02 CC Final Staff Report.pdf](#)

- 5.V. Discuss And Consider The Approval Of An Ordinance Of The City Of Bulverde, Texas Amending The Budget For Fiscal Year 2021-2022; Repealing Conflicting Ordinances; Providing A Severability Clause; And Providing An Effective Date.

Documents:

[Ord Budget Amendment 5-5-2022.pdf](#)

- 5.VI. Discuss And Consider Approval Of The City Council Meeting Minutes For April 12, 2022 And Special Council Meeting Minutes For April 14, 18 & 20, 2022.

Documents:

[04-12-2022 City Council Meeting Draft Minutes.pdf](#)

[04-14-2022 Special City Council Meeting Draft Minutes.pdf](#)

[04-18-2022 Special City Council Meeting Draft Minutes.pdf](#)

[04-20-2022 Special City Council Meeting Draft Minutes.pdf](#)

6. PUBLIC COMMENTS NOT RELATED TO POSTED AGENDA ITEMS

Persons who desire to address the City Council with regard to issues not included on the agenda will be received at this time. Those wishing to speak should complete a comment form and present it to the City Secretary prior to the meeting. Speakers are limited to 3 minutes and should conduct themselves in a civil manner. In accordance

with the Texas Open Meetings Act, the City Council cannot take action on items not listed on the meeting agenda.

7. REPORTS BY ELECTED OFFICIALS AND CITY STAFF ON ITEMS OF COMMUNITY INTEREST

In accordance with Section 551.0415 of the Government Code, topics discussed under this item are limited to expressions of thanks, congratulations or condolence; information regarding holiday schedules; an honorary or salutary recognition of a public official, public employee or other citizen; a reminder about an upcoming event organized or sponsored by the governing body; information regarding a social, ceremonial or community event; and Announcements involving an imminent threat to the public health and safety of people in the political subdivision that has arisen after the posting of the agenda.

8. EXECUTIVE SESSION

- 8.I. Pursuant To Texas Government Code § 551.071(1), The City Council Shall Convene In A Closed Session To Seek Advice From The City's Attorney Regarding Pending Or Contemplated Litigation Pertaining To The Following: Cause No. 2019-2080A, City Of Bulverde, Texas V. Silesia Properties, L.P. Et Al., Filed In The 22nd District Court, Comal County, Texas.

9. ADJOURNMENT

City Hall is wheelchair accessible and accessible parking spaces are available.

Requests for accommodations must be made 48 hours prior to the meeting. Please contact the City Secretary at [830.980.8832](tel:830.980.8832) or FAX [830.438.4339](tel:830.438.4339) for information or assistance.

A quorum of the Planning & Zoning Commission, Parks & Recreation Advisory Board, and/or Zoning Board of Adjustment may be present at this meeting in order to discuss agenda items related to board business.

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the City Council of the City of Bulverde was posted on the bulletin board in front of Bulverde City Hall, which is readily accessible to the public at all times, and on the City's website, [www.bulverdetx.gov](http://www.bulverdetx.gov), by 6:00 pm on 05/06/2022

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Maria Franco, TRMC

City Secretary

**EXECUTIVE SESSIONS**

**The City Council reserves the right to adjourn into Executive session at any time regarding any issue for which it is legally permissible. The City Council will announce it will go into Executive Session, if necessary, pursuant to Chapter 551 of the Texas Government Code, to receive advice from Legal Counsel, to discuss matters of land**

**acquisition, litigation, Economic Development negotiations, or personnel matters as listed on this agenda. The City Council may also announce it will go into Executive Session, if necessary, to receive advice from Legal Counsel regarding any other items on this agenda.**