

MINUTES
REGULAR CITY COUNCIL MEETING
RONALD C. BOWMAN CITY COUNCIL CHAMBERS
447 North Main Street
Boerne, TX 78006
JULY 22, 2025 – 6:00 PM

Present: 6 - Mayor Frank Ritchie, Mayor Pro Tem Ty Wolosin, Council Member Joe Bateman, Council Member Quinten Scott, Council Member Bret A. Bunker, and Council Member Joseph Macaluso

Staff Present: Ben Thatcher, Sarah Buckelew, Jeff Carroll, Lori Carroll, Nathan Crane, Bria Jackson, Lissette Jimenez, Mick McKamie, Terry Nolan, Mike Raute, Andrea Snouffer, Kristy Stark, Chastity Valdes, Andrew Wilkinson, and Danny Zincke.

Recognized / Registered Guests: Heather Bateman and Kyle Mickelsen.

1. CALL TO ORDER – 6:00 PM

Mayor Ritchie called the City Council Meeting to order at 6:00 p.m.

Mayor Ritchie provided the Invocation and led the Pledge of Allegiance to the United States Flag and to the Texas Flag.

2. CONFLICTS OF INTEREST

No conflicts were declared.

3. PUBLIC COMMENTS:

No comments were received.

4. CONSENT AGENDA:

A MOTION WAS MADE BY COUNCIL MEMBER MACALUSO, SECONDED BY COUNCIL MEMBER SCOTT, TO APPROVE THE CONSENT AGENDA AS PRESENTED. THE MOTION CARRIED BY THE FOLLOWING VOTE:

Yeah: 5 - Mayor Pro Tem Wolosin, Council Member Bateman, Council Member Scott, Council Member Bunker, and Council Member Macaluso

A. CONSIDER THE MINUTES OF THE REGULAR CALLED CITY COUNCIL MEETING OF JULY 8, 2025 AND THE MINUTES OF THE JOINT CITY COUNCIL, BOARDS, AND COMMISSIONS ETHICS TRAINING OF JULY 16, 2025.

THE MINUTES WERE APPROVED.

B. CONSIDER RESOLUTION NO. 2025-R48; A RESOLUTION TO AUTHORIZE THE CITY MANAGER TO ENTER INTO AND MANAGE AN INTERLOCAL AGREEMENT BETWEEN THE CITY OF BOERNE AND SAN ANTONIO RIVER AUTHORITY (SARA) FOR FLOODPLAIN MANAGEMENT.

THE RESOLUTION WAS APPROVED.

REGULAR AGENDA:

5. PRESENTATIONS, PUBLIC HEARINGS, AND ORDINANCES:

A. UPDATE REGARDING THE STRUCTURE LOCATED AT 217 SOPHIA CIRCLE, BOERNE, TEXAS, PURSUANT TO A 60-DAY DEMOLITION NOTICE PREVIOUSLY ISSUED.

Mayor Ritchie called on Planning Director Nathan Crane to provide an update on the property located on Sophia Circle, which sustained significant damage in a fire in 2024. Director Crane reminded the Council that a public hearing was previously held, after which the Council issued an order allowing 60 days for the demolition of the structure. He noted that the presumed property owner does not have the financial means to carry out the demolition. Since the structure has been deemed a nuisance, staff is currently in the process of obtaining demolition quotes. Once a cost estimate is secured, staff will report back to Council with options, which may include placing a lien on the property to recover the expense.

B. PRESENTATION OF GOVERNMENTAL AND UTILITY CAPITAL IMPROVEMENT PLANS.

Mayor Ritchie called on Finance Director Sarah Buckelew to provide an overview. Director Buckelew reviewed the process used to develop the budget timeline and explained the purpose of the Capital Improvement Plan (CIP) as a long-term planning tool. She expressed appreciation to staff for their efforts in preparing the Utility CIP and provided a list of current utility projects. Council engaged in a discussion regarding the temporary gas trailers. Utilities Operations Manager Terry Nolan explained that the recent system improvements should eliminate the need for trailers; however, funding was included in the budget as a precaution in case of colder-than-normal weather. Director Buckelew then presented a breakdown of funding for the Governmental CIP projects. City Manager Thatcher clarified that the figures include \$1 million for parking improvements and \$500,000 for the Old No. 9 sidewalk project. In response to a question about the 463 South Main Street sidewalk stairs, Engineering and Mobility Director Jeff Carroll explained that the design is more of a ramp and will be ADA compliant. Director Buckelew concluded her presentation by outlining the next steps in the budget process.

6. RESOLUTIONS:

A. CONSIDER RESOLUTION NO. 2025-R49; A RESOLUTION AMENDING THE AGREEMENT BETWEEN THE CITY OF BOERNE AND AOKA ENGINEERING LLC, DBA AOKA CODE CONSULTING TO INCREASE THE FISCAL YEAR 2025 BUDGET FROM \$50,000 TO AN AMOUNT NOT TO EXCEED \$80,000, TO PROVIDE ADDITIONAL PROFESSIONAL SERVICES. (Building and Onsite Infrastructure Plan Review and Inspections.)

Mayor Ritchie called on Nathan Crane, Planning Director. Director Crane reminded the Council of the existing agreement with AOKA for third-party plan review and inspection services. He stated that staff is requesting an additional \$30,000 to cover the remainder of the year. He noted that the fees for onsite infrastructure plan review and inspections are passed on to the developer. City

Manager Thatcher added that utilizing a third party allows the City to avoid hiring additional personnel to manage the workload.

A MOTION WAS MADE BY COUNCIL MEMBER SCOTT, SECONDED BY COUNCIL MEMBER BUNKER, TO APPROVE RESOLUTION NO. 2025-R49; A RESOLUTION AMENDING THE AGREEMENT BETWEEN THE CITY OF BOERNE AND AOKA ENGINEERING LLC, DBA AOKA CODE CONSULTING TO INCREASE THE FISCAL YEAR 2025 BUDGET FROM \$50,000 TO AN AMOUNT NOT TO EXCEED \$80,000, TO PROVIDE ADDITIONAL PROFESSIONAL SERVICES. THE MOTION CARRIED BY THE FOLLOWING VOTE:

Yeah: 5 - Mayor Pro Tem Wolosin, Council Member Bateman, Council Member Scott, Council Member Bunker, and Council Member Macaluso

7. OTHER:

A CONSIDER AMENDMENTS TO THE CITY OF BOERNE HISTORIC DISTRICT IMPROVEMENT PROGRAM

Director Crane continued with the proposed amendments to the City's Historic District Improvement Program. He reviewed the current program structure and provided an overview of how it has been utilized to date. He recommended expanding the program's eligibility to include historic buildings located outside of the designated historic district but still within the city limits. Additional proposed changes include modifying the scoring criteria to award points for properties designated as historic landmarks and renaming the program to the Historic Preservation Grant Program to better reflect its broader scope. Director Crane noted that the Historic Landmark Commission is in support of the proposed amendments.

A MOTION WAS MADE BY COUNCIL MEMBER BUNKER, SECONDED BY COUNCIL MEMBER MACALUSO, TO APPROVE THE AMENDMENTS TO THE CITY OF BOERNE HISTORIC DISTRICT IMPROVEMENT PROGRAM. THE MOTION CARRIED BY THE FOLLOWING VOTE:

Yeah: 5 - Mayor Pro Tem Wolosin, Council Member Bateman, Council Member Scott, Council Member Bunker, and Council Member Macaluso

B. RECEIVE AND ACCEPT THE RESIGNATION FROM COUNCIL MEMBER DISTRICT 3 QUINTEN SCOTT AND DECLARE A VACANCY AS PER THE CITY OF BOERNE HOME RULE CHARTER.

Mayor Ritchie called on City Secretary Lori Carroll. Ms. Carroll reported that Council Member Quinten Scott, who represents District 3, has submitted a written resignation as he will be relocating outside the city limits. His resignation creates a vacancy on the City Council. She outlined the process for filling a vacancy as defined by the City's Home Rule Charter. The application period will open on July 28 and close on August 15. In accordance with the Texas Constitution, Council Member Scott may continue to serve until a qualified individual is appointed to fill the vacancy. Applications will be available on the City's website and in the City Secretary's Office. Ms. Carroll also reviewed the eligibility requirements for applicants, as set forth in state law and the City Charter.

A MOTION WAS MADE BY COUNCIL MEMBER BUNKER, SECONDED BY MAYOR PRO TEM WOLOSIN, TO RECEIVE AND ACCEPT THE RESIGNATION FROM COUNCIL MEMBER DISTRICT 3 QUINTEN SCOTT AND DECLARE A VACANCY AS PER THE CITY OF BOERNE HOME RULE CHARTER. THE MOTION CARRIED BY THE FOLLOWING VOTE:

Yeah: 5 - Mayor Pro Tem Wolosin, Council Member Bateman, Council Member Scott, Council Member Bunker, and Council Member Macaluso

8. CITY MANAGER'S REPORT:

Mayor Ritchie called on City Manager Ben Thatcher.

A. MONTHLY PROJECTS REPORT.

City Manager Thatcher provided an update on various city projects.

9. COMMENTS FROM COUNCIL – No discussion or action may take place.

Council Member Bunker shared that Rick Goodrich, Director of Security and Safety for Boerne ISD, asked him to extend his appreciation to the City's public safety personnel for their outstanding response during the recent flood event.

Mr. Goodrich was highly impressed with their professionalism and swift action.

Mayor Ritchie expressed his gratitude to the Parks and Recreation staff, noting that they continue to do great things for the community. He also reminded everyone that school will be starting in just a couple of weeks and encouraged drivers to stay alert for children walking or biking to school.

10. ADJOURNMENT

Mayor Ritchie adjourned the City Council Meeting at 6:38 p.m.

Approved:

Mayor

Attest:

City Secretary