

**MINUTES**  
**REGULAR CITY COUNCIL MEETING**  
**RONALD C. BOWMAN CITY COUNCIL CHAMBERS**  
**447 North Main Street**  
**Boerne, TX 78006**

**APRIL 8, 2025 – 6:00 PM or immediately following Boerne Public Facility  
Corporation Meeting**

Minutes of the Regular Called City Council Meeting of April 8, 2025.

**Present:**       **6 -** Mayor Frank Ritchie, Mayor Pro Tem Ty Wolosin, Council Member Sharon D. Wright, 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, Steve Perez, Mike Raute, Kristy Stark, Chastity Valdes, and Danny Zincke.

**Registered/Recognized Guests:** Joe Bateman, Judi Cheek, Robert, Dawniele Metsker-Galarza

## **1. CALL TO ORDER**

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

Mayor Ritchie called on Reverend Kim Burke from the First United Methodist Church to provide the Invocation.

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

Mayor Ritchie introduced Maria Garcia, Associate Attorney in Mick McKamie's absence.

## **2. CONFLICTS OF INTEREST**

No conflicts were declared.

### **3. PUBLIC COMMENTS:**

No comments were received.

**4. CONSENT AGENDA:** All items listed below within the Consent Agenda are considered to be routine by the City Council and may be enacted with one motion. There will be no separate discussion of items unless a Council Member or citizen so requests, in which event the item may be moved to the general order of business and considered in its normal sequence.

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

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

**A. CONSIDER APPROVAL OF THE MINUTES OF THE REGULAR CALLED CITY COUNCIL MEETING OF MARCH 25, 2025.**

THE MINUTES WERE APPROVED.

**B. CONSIDER RESOLUTION NO. 2025-R22; A RESOLUTION AUTHORIZING THE CITY MANAGER TO SUBMIT AN APPLICATION FOR THE ALAMO AREA METROPOLITAN PLANNING ORGANIZATION'S SURFACE TRANSPORTATION BLOCK GRANT AND TRANSPORTATION ALTERNATIVES CALL FOR PROJECTS FOR THE FY 2027-2030 TRANSPORTATION IMPROVEMENT PROGRAM (TIP).**

THE RESOLUTION WAS APPROVED.

### **REGULAR AGENDA:**

### **5. RESOLUTIONS:**

**A. CONSIDER RESOLUTION NO. 2025-R23; A RESOLUTION ADOPTING**

**REVISIONS TO THE FINANCIAL MANAGEMENT POLICY TO ALIGN WITH BEST PRACTICES, REGULATORY REQUIREMENTS, AND NEWLY ADOPTED PROCUREMENT POLICIES.**

Mayor Ritchie called on Sarah Buckelew, Finance Director. Director Buckelew reminded the Council of the previous meeting's discussion regarding procurement and purchase card policies. She noted that the Financial Management Policy serves as the primary policy under which other financial policies are maintained. The next policy scheduled for review is the ERCOT Risk Management Policy, which is a limited-use policy. Director Buckelew clarified that the City only receives revenue from ERCOT if it is actively participating.

A MOTION WAS MADE BY MAYOR PRO TEM WOLOSIN, SECONDED BY COUNCIL MEMBER WRIGHT, TO APPROVE RESOLUTION NO. 2025-R23; A RESOLUTION ADOPTING REVISIONS TO THE FINANCIAL MANAGEMENT POLICY TO ALIGN WITH BEST PRACTICES, REGULATORY REQUIREMENTS, AND NEWLY ADOPTED PROCUREMENT POLICIES. THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

**B. CONSIDER RESOLUTION NO. 2025-R24; A RESOLUTION TO CREATE FIVE (5) NEW CITY FUNDS: DISPATCH FUND, UTILITY VEHICLE REPLACEMENT FUND, GOVERNMENT VEHICLE REPLACEMENT FUND, UTILITY EQUIPMENT REPLACEMENT FUND AND GOVERNMENT EQUIPMENT REPLACEMENT FUND.**

Director Buckelew continued the discussion by proposing the addition of special revenue fund accounts that will assist the city in better tracking dedicated revenues, plan for future costs, and manage financial resources more efficiently. A separate Dispatch fund would increase transparency. This fund is supported jointly by Fair Oaks Ranch, Kendall County, and the City of Boerne. The Vehicle and Equipment Replacement Funds support the proactive management of the City's fleet and equipment by ensuring timely replacements, reducing maintenance costs, and improving financial planning. During the discussion, it was noted that while these expenditures have historically appeared as separate line items in the budget, they have not been organized as distinct funds.

A MOTION WAS MADE BY COUNCIL MEMBER BUNKER, SECONDED BY COUNCIL MEMBER SCOTT, TO APPROVE RESOLUTION NO. 2025-R24; A RESOLUTION TO CREATE FIVE (5) NEW CITY FUNDS: DISPATCH FUND, UTILITY VEHICLE REPLACEMENT FUND, GOVERNMENT VEHICLE REPLACEMENT FUND, UTILITY EQUIPMENT REPLACEMENT FUND AND GOVERNMENT EQUIPMENT REPLACEMENT FUND. THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

**C. CONSIDER RESOLUTION NO. 2025-R25; A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AND MANAGE AN AGREEMENT BETWEEN THE CITY OF BOERNE AND KIMLEY-HORN AND ASSOCIATES, INC., FOR CONSULTING SERVICES FOR THE SAFE STREETS FOR ALL (SS4A) GRANT PROJECT FOR AN AMOUNT NOT TO EXCEED \$300,000.**

Mayor Ritchie called on Jeff Carroll, Engineering and Mobility Director, who provided a summary of the Safe Streets and Roads for All (SS4A) program. He reviewed the City's initial planning phase under SS4A and explained that the City subsequently applied for and was awarded a planning grant. The grant will cover 80% of the associated project costs. Mr. Carroll outlined the key tasks to be completed under the grant and shared that a Request for Qualifications (RFQ) was issued. The City received three submittals, and a selection committee chose Kimley-Horn, a firm with extensive experience working with the City. A discussion followed regarding general concerns with grant-funded projects and the risk of delayed or unreimbursed expenses. Mr. Carroll clarified that the contract for this project has been signed with the Safe Streets program, ensuring alignment with the grant requirements.

A MOTION WAS MADE BY MAYOR PRO TEM WOLOSIN, SECONDED BY COUNCIL MEMBER BUNKER, TO APPROVE RESOLUTION NO. 2025-R25; A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AND MANAGE AN AGREEMENT BETWEEN THE CITY OF BOERNE AND KIMLEY-HORN AND ASSOCIATES, INC., FOR CONSULTING SERVICES FOR THE SAFE STREETS FOR ALL (SS4A) GRANT PROJECT FOR AN AMOUNT NOT TO EXCEED \$300,000. THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

## **6. CITY MANAGER'S REPORT:**

### **A. BOERNE LISTENS - A COMMUNITY SURVEY FOLLOW-UP ON GROWTH AND DEVELOPMENT.**

Mayor Ritchie called on City Manager Ben Thatcher to speak. Mr. Thatcher referenced the 2024 Community Survey, which focused on Growth and Development. As part of the discussion, each Council Member read a comment from their constituents that had been submitted through the survey. Planning Director Nathan Crane then addressed each of the comments, providing clarification and context. He emphasized that moratoriums do not apply to properties that have already received development approvals. Director Crane also explained that the City of Boerne currently has the utility capacity to accommodate additional growth. As noted in previous presentations, including those by Director Mike Mann on water resources, the City does not meet the criteria necessary to implement a moratorium at this time. Director Crane shared insights into the City's "growth management toolbox," which outlines strategies to guide and improve the quality of growth. These efforts have included public engagement through roundtables, online surveys, and outreach to developers and builders to better understand challenges and offer support. He also highlighted several ongoing process improvements within the Planning and Development Department, including: Streamlining the permitting process, with enhanced support for homeowners pursuing remodeling projects; Implementing a Project Manager role to ensure continuity throughout permitting and development; Refining documents and FAQs to simplify and clarify key information; Enhancing the City's website and updating Planning

and Development pages; Expanding the use of the Chatbot, which continues to be a helpful tool for residents and developers; Integrating MyGovernmentOnline with the Chatbot to improve access to documents and information uploads. Director Crane also provided an update on active single-family residential, multi-family residential, and commercial projects currently underway.

City Manager Thatcher expressed his appreciation for Director Crane's leadership and accomplishments over the past year. He also noted that updates to the development code may be necessary in response to potential upcoming legislation.

Mayor Ritchie concluded the discussion by observing a decline in constituent complaints, which he credited to the City's continued efforts to listen to residents and act in the best interests of the community.

## **7. COMMENTS FROM COUNCIL – No discussion or action may take place.**

Mayor Pro Tem Wolosin stated that he used his connections through the Alamo Area MPO, specifically the Transportation Policy Board, which includes a mix of elected and non-elected officials to start reaching out to some of his colleagues across the region. He had good one-on-one conversations around how we can be better partners. He said everyone he spoke with was really receptive. He would like to set up recurring meetings where regional officials can meeting and have an open conversation. San Antonio is a city of two million people, and their decisions impact us. We're a commuter community with residents driving into San Antonio for work every day. At the same time, folks from San Antonio are coming out here to spend money and enjoy the Hill Country on the weekends. That relationship is important, it's ongoing, and it's worth investing in.

He also addressed a rumor from last month suggesting that City Council members aren't receiving information from staff. He emphasized that while council meetings may appear more efficient with less debate, that doesn't mean council members aren't doing their due diligence. He said that council is informed, they ask questions, and they take our roles seriously.

Council Member Macaluso added that he has received comments about the frequency of 5-0 votes, with some residents questioning whether the council is simply “rubber stamping” decisions. He stated that we do our homework, we communicate well with staff, and we follow the law.

Council Member Wright stated there are times where there may not be enough information provided and items can be pulled from the agenda until more information is available. The city has an outstanding staff that prepares the council members with the information needed.

## **8. ADJOURNMENT**

Mayor Ritchie adjourned the City Council Meeting at 7:05 p.m.

Approved:

\_\_\_\_\_  
Mayor

Attest:

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City Secretary