CONVERSE TEXAS Expanding Horizons

CITY OF CONVERSE
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MINUTES
CITY OF CONVERSE
CITY COUNCIL MEETING
September 04, 2012 - 7:00 PM

Be it known that the City Council of the City of Converse met for a regular meeting at the City Council Chambers at 402 South Seguin Street on Tuesday, September 04, 2012 at 7:00 PM. A quorum of the following commissions may have been present: Beautification & Environmental, Building & Standards, Economic Development Corporation, Park & Recreation and Planning & Zoning.

1. CALL TO ORDER.

Mayor Suarez called the meeting to order at 7:00 PM.

2. INVOCATION.

Invocation was given by Ms. Dowell.

3. PLEDGE OF ALLEGIANCE.

Mayor Suarez led the pledge of allegiance to the U.S. Flag and the Texas Flag.

4. ROLL CALL AND RECOGNITION OF VISITORS.

Mayor Al Suarez
Councilwoman Kathy Richel, Place 1
Councilman Randy Pannell, Place 4
Councilman Andy Selko, Place 3
Councilwoman Laura Beehler, Place 5
Councilman Steve Brown, Place 6

Mayor Suarez announced Mayor Pro Tem Lopez resigned for personal reasons.

Staff present:
Assistant City Manager John Quintanilla
City Attorney Ray Ortiz
Fire Chief Richard Wendt
Finance Director Le Ann Piatt
Library Director Robert Ayala
Assistant Director or Utilities Jon Smith
City Manager Shawna Dowell
City Secretary Jackie Gaines
Police Chief Rick Jamison
EDC Executive Director Kate Silvas
Director of Facilities Karl Hoppes
Director of Utilities Lupe Perez
Building Official Gilbert Durant

5. CONSENT AGENDA.

- **A. Approve Minutes of City Council Meeting on July 17, 2012.**
- **B. Approve Minutes of City Council Meeting on August 21, 2012**
- **C. Receive Minutes for the Planning & Zoning Commission Meeting on July 9, 2012.**
- **D. Receive Minutes for the Planning & Zoning Commission Meeting on July 16, 2012.**

Councilman Brown asked to pull item 5B. Councilman Pannell made a motion to approve items 5A, 5C and 5D as written. Councilwoman Beehler seconded the motion. The motion passed unanimously.

Councilman Brown referenced two typos and made a motion to approve the minutes with the changes. Councilman Selko seconded the motion. The motion passed unanimously.

6. SPECIAL CONSIDERATION ITEMS.

A. Recognition of Heather Franklin, Fire Fighter-Paramedic, Fire Department, for her Service of Five (5) Years with the City of Converse. (Mayor Suarez)

Fire Fighter Heather Franklin was unable to attend the meeting.

B. Recognition of Street Crew for the Construction of the Road at the City of Converse North Park. (Mayor Suarez)

Employees recognized for the construction of the North Park road were Karl Hoppes, Scott Stanton, Gilbert Encarnacion, Rick Estrada, Oscar Trevino, Michael Mercado, John Adams, and David Rendon. Paul Sanchez was not in attendance for the meeting.

C. Recognition of Tracy Campos, Utilities Administrative Assistant, Utilities Department, for her Service to the City Manager's Office During the Budget Preparation. (Mayor Suarez)

Tracy Campos was unable to attend due to being on vacation.

7. CITIZENS TO BE HEARD.

This time is provided for Citizens to address City Council on any issues and concerns. No City Council discussion or action can be taken if the item is not on the Agenda. Please limit your remarks to three (3) minutes and state your name and address for the record.

Police Detective Mike Scoggins spoke on behalf of the employees and said the employees perform their duties with honor, dedication and loyalty. The employees have dedicated themselves to the City of Converse and asked the Council to be dedicated to the employees. The citizens receive services that are second to none in this area. The employees display a high level of performance and despite downsize in man power across the board, the employees show the dedicated service to the city and that should be taken into consideration when the budget is discussed. The loss of the most precious resources is the trained and experienced personnel in all the departments.

Ms. Joan Lindgren chose not to speak.

8. OLD BUSINESS.

A. Discussion and Appropriate Action on a Request to Amend the City of Converse Code of Ordinances, Chapter 46-Utilities, Article IV-Water, Division IV-Service Charges and Fees, Section 46-222-Residential Users. This Section of the City of Converse Ordinance Regulates Water Rates for the City of Converse. (Second Reading) (City Manager)

Ms. Dowell stated this proposal is a $.21 increase for all water restriction stages, across the board, to pay for the cost of our water leases from the City of Schertz and SSLGC who has leased water from the Carizzo Aquifer. We had to build a water interconnect to receive the water.

Councilman Pannell made a motion to approve the $.21 water fee increase. Councilman Selko seconded the motion. The motion passed unanimously.

B. Discussion and Appropriate Action on a Request to Amend a Section of the City of Converse Code of Ordinance, namely Chapter 44-Traffic and Motor Vehicles, Article III-Specific Street Regulations, Division VII-Stopping, Standing, Parking, Section 44-219-Unlawful Acts;

Enforcement; Variance. This City of Converse Ordinance Regulates Parking. (Second Reading) (Police Chief) (Assistant City Manager)

Chief Jamison stated that the ordinance was amended from the first reading by the City Attorney per the Council's request.

Councilman Brown had a concern with the impact and liability having power cords and hoses going across the sidewalks. Gil Durant, Building Official, addressed the issues and said that running utility lines is a code violation and is concerned with the public right of ways and the impact for not complying with the ADA.

Mayor Suarez asked to leave the issue up to the discretion of the Police Chief, or his designee, on the issue of the resident covering the cords with a ramp for the safety of others using the sidewalk. Chief Jamison said if the resident does not comply, he will pull the permit and not refund the permit fee.

Councilwoman Beehler made a motion to approve the ordinance as written. Councilman Selko seconded the motion. The motion passed unanimously.

C. Discussion and Appropriate Action on a Request to Amend a Section of the City of Converse Code of Ordinance, namely Chapter 24-Miscellaneous Offences, Article IV-Offences Involving Property, Section 24-145-Library Fees. This City of Converse Ordinance Regulates Library Fees. (Second Reading) (Library Director) (Assistant City Manager)

Mr. Ayala made the corrections from the first reading. The fee schedule is increased for general maintenance and cost of materials. It will be a fair schedule for the next two to three years.

Councilwoman Richel made a motion to approve the new fines and fee schedule. Councilwoman Beehler seconded the motion. The motion passed unanimously.

D. Discussion and Appropriate Action on a Request to Amend a Section of the City of Converse Code of Ordinance, namely Chapter 8-Buildings and Building Regulations, Article III-Building Code, Division II-Permits, Section 8-103-Schedule of Permit Fees. This City of Converse Ordinance Regulates Building Permit Fees. (Second Reading) (Fire Chief) (Assistant City Manager)

Norman Carroll, Fire Marshal, discovered fees the City was not collecting.

Councilwoman Richel made a motion to approve the revised schedule for building permit fees. Councilman Brown seconded the motion. The motion passed unanimously.

E. Discussion and Appropriate Action on a Request to Amend a Section of the City of Converse Code of Ordinance, namely Chapter 40-Subdivisions, Article V-Subdivision Requirements, Division IV-Water, Sanitary Sewer Drainage Facilities and Flood Hazards, Subdivision II, Section 40-521-Fire Hydrants. This is a new addition to the City of Converse Ordinance Regulates Fire Hydrants. (Second Reading) (Fire Chief) (Assistant City Manager)

Mr. Quintanilla stated this is a common fee that other cities pass on to the developers. The process takes two employees from the Fire Department to open the fire hydrant and allow discharge for a few minutes for water flow testing, then close the hydrant. The cost has been covered by the tax payers and we would like the cost to be paid by the developers.

Councilman Selko made a motion to approve the developer/builder to pay a fee of $150 per hydrant for flow testing. Councilman Brown seconded the motion. The motion passed unanimously.

F. Discussion and Appropriate Action on a Request to Amend a Section of the City of Converse Code of Ordinance, namely Chapter 46-Utilities, Article III-Storm Water Management, Section 46-78-Storm Water Utility Fee Revised. This City of Converse Ordinance Regulates Storm Water Fees. (Second Reading) (Assistant City Manager)

Mr. Quintanilla stated that the City approved a contract with the San Antonio Water System to collect storm water fees for the annexed areas of Converse. The ordinance allows the City to complete the collection process.

Councilwoman Beehler made a motion to approve the ordinance as written. Councilwoman Richel seconded the motion. The motion passed unanimously.

G. Discussion and Appropriate Action on a Request to Amend a Section of the City of Converse Code of Ordinance, namely Chapter 30-Parks and Recreation, Article III-Rules and Regulation, Division I-Generally, Section 30-67-Facility Charges and Use Regulations. This City of Converse Ordinance Regulates Park Reservation Fees. (Second Reading) (Assistant City Manager)

Mr. Quintanilla asked to require all fees and deposits paid to the City associated with the reservation of any City facility be forfeited in the event that said reservation is cancelled within forty-eight hours of the event.

Councilman Selko made a motion to approve Ordinance # 330 as written. Councilman Brown seconded the motion. The motion passed unanimously.

9. NEW BUSINESS.

A. Discussion and Appropriate Action Regarding the Approval of the Appointment of a Narrator, Date, Time, Forum and Order of Event for the "Meet The Candidates" as required by City of Converse Code of Ordinances Chapter 34, Article V, Section 247." (City Secretary)

Councilman Brown, Councilwoman Beehler and Councilwoman Richel were concerned with receiving only one candidate to review. Councilman Selko asked legal counsel if using an individual that receives funding from the City and works with the EDC is ethical. Mr. Ortiz asked to find someone that does not have city affiliations.

Mayor Suarez tabled the item to look for candidates with no affiliations to the City for the appointment of the narrator for the "Meet the Candidates" forum.

B. Discussion of the 2012 Summer Reading Program at the Converse Library. (Library Director)

Mr. Ayala gave a presentation that included statics on the 2012 summer reading program. Some of the events for the reading program included reading, music, videos, crafts, discovering the wonder of science and a visit from the Converse Police Department's K-9 dog.

10. CITY COUNCIL AND STAFF REPORTS: In consideration of Texas Attorney General Opinion AG-0668, information provided on subjects not on the agenda shall be limited to statements of specific factual information; or recitation of existing policy. Any deliberation of or decision about a subject not on the agenda shall be limited to a proposal to place the subject on the agenda for a subsequent meeting.

A. Mayor's Report/Items of Interest.

Mayor Suarez thanked Karl Hoppes and his street crew for the work on the road in North Park.

B. Councilmember's Reports/Items of Interest.

Councilman Brown asked staff to address the fees for the use of security for the parties in the park and city facilities.

C. City Commission Liaison Reports.

-Parks and Recreation Commission-Councilwoman Richel had nothing to report.
-Beautification and Environmental Commission-Councilwoman Beehler said the next meeting is September 24th.
-Building and Standards Commission-Councilman Pannell reported the commission did not have a quorum for the August meeting and will meet September 26th.
-Planning and Zoning Commission-Councilman Brown said the next meeting is September 17th.
-CVLGC-Councilman Pannell-Ms. Dowell reported that the October meeting will be held in Converse.

D. Economic Development Corporation Executive Director's Report.

Ms. Silvas has scheduled a meeting for September 5th with TXDOT regarding the MPO FM 1516 project. Discussions are ongoing with the City of San Antonio regarding annexation and discussions continue with Vickrey and Associates for the economic study and the 1604 corridor study. Working on several projects for relocating and/or expand operations. The EDC will hold their regular meeting September 11th at 6:30, next Open House is September 14th, attend the Austin-San Antonio Growth Summit in San Marcos and will attend the TEDC annual meeting September 25th.

Councilwoman Beehler asked Ms. Silvas to consider rescheduling the EDC meeting in order for the board members to attend the Special Called City Council Public Hearing on that same evening if they desire. Ms. Silvas said she will speak to the board members about rescheduling the EDC meeting.

E. City Manager's Report & Discussion of Future Agenda Items/Items of Interest.

Ms. Dowell announced a Special Call City Council meeting is scheduled for September 11th at 7:00 PM for the public hearing on the budget, the approval of the budget and the approval of the first reading of the tax rate. Ms. Dowell asked for permission to take a week of vacation the first week in November. The Council was in agreement on the vacation request.

F. City Staff Reports:

1. Report and Discussion of Significant Public Utilities Events.

Mr. Perez gave the following Utility report:

219 customer turn-offs
received 84 new deposits
85 finals
calibrated 9 meters
set 25 meters
repaired 20 leaks
had 2 sewer back-ups

The water interconnect site pumped 29,000,000 gallons of water for 89 acre feet. The total amount of water pumped for the past two months is 49,000,000 gallons for 150 acre feet.

2. Report and Discussion of Significant Public Works Events.

Mr. Hoppes report included the following projects:

MacArthur Park curbs are in, has set the road base and will start laying asphalt within the week.
The swimming pool is closed for the season. Estimates for pool repairs will take place if the budget allows.
The North Park road is complete.
The snack bar storage area had been vandalized
The grounds department has been busy chipping and the parks department continues to mow and keeps the ground cleaned up.

Ms. Dowell said staff will bring the street program to the Council for discussion and explained that street programs were placed on hold due to the City's budget reductions. Once the City receives funds for the project, the City needs to asses which roads have progressively diminished and repair those first.

Mayor Suarez asked about the 8-year street maintenance plan. Mr. Hoppes replied that the City is coming near to the end of that plan. The department was not able to chip seal in 2011 and did very little this year due to budget constraints. The chip spreader has cut down on the amount of rock used which is saving the city money. The department will train employees on the use of the spreader. 1:23:06

3. Report and Discussion of Significant Fire and EMS Events.

Chief Wendt met with the Medical Director's Assistant to update the protocols for the new medications we will start carrying to perform hypothermia treatment on patients. We just returned from the trip to Pierce to inspect the new fire apparatus. The truck will be in the Kirby yard this Friday. We took a 3,000 point inspected on the entire truck and modified a few items. Chief Went thanked the Council again for the support on the truck.

4. Report and Discussion of Significant Police Events.

Chief Jamison said he has no major police events to report. The school traffic is heavy on Loop 1604 and FM 78 at Schaeffer Road. Thanked the Council for hearing the concerns from the employees in regards to salary increases.

11. ADJOURNMENT.

Mayor Suarez adjourned the meeting at 8:27 PM.

PASSED AND APPROVED this 18th Day of September, 2012

Mayor Al Suarez

ATTEST:

Jackie Gaines
City Secretary