



*Expanding Horizons*

CITY OF CONVERSE  
CITY ADMINISTRATION

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MINUTES  
CITY OF CONVERSE  
CITY COUNCIL MEETING  
Tuesday, July 02, 2013

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, July 02, 2013 at 7:00 p.m.

**1. Call Meeting to Order**

At approximately 7:03 p.m. Mayor Suarez called the meeting to order.

**2. Invocation**

The Invocation was announced by Mayor Pro-Tem Randy Pannell.

**3. Pledge of Allegiance to the US Flag and the Texas Flag**

The US Flag and the Texas Flag were led by Mayor Suarez.

**4. Roll Call Establishment of Quorum and Recognition of Visitors**

Council Members Present:

Mayor Al Suarez  
Mayor Pro-Tem Randy Pannell  
Councilwoman Kathy Richel  
Councilman Steve Brown  
Councilman Joe Guastella

Council Members Absent:

Councilwoman Renee Paschall (excused)  
Councilman Andy Selko (excused)

Other Members and City Staff Present:

City Attorney, Ray Ortiz  
City Manager, Shawna D. Burkhart  
Asst. City Manager, John Quintanilla

**5. Consent Agenda**

- A. Approve Minutes of City Council Meeting June 4, 2013.
- B. Accept Building & Standards Commission Minutes for January 30, 2013 Meeting.
- C. Accept Building & Standards Commission Minutes for February 27, 2013 Meeting.
- D. Accept Parks & Recreation Commission Minutes for May 13, 2013 Meeting.
- E. Accept Economic Development Corporation Minutes for May 14, 2013 Meeting.
- F. Accept Planning & Zoning Commission Minutes for May 20, 2013 Meeting.
- G. Accept Building & Standards Commission Minutes for May 29, 2013 Meeting.
- H. Accept Economic Development Corporation Minutes for June 1, 2013 Meeting.
- I. Accept Economic Development Corporation Financials through April 30, 2013.

- J. Accept City Financials through April 30, 2013.**
- K. Action to Appoint Mr. Richard Caton from an Alternate Member to a Member of the Building & Standards Commission for a two year term ending June 30, 2015.**
- L. Action to appoint Mr. Jeff Beehler as a Member to the Planning & Zoning Commission for a two year term ending in June 30, 2015.**

Mayor Pro-Tem Pannell made a motion to approve Items 5(A) thru 5(I), 5(K) and 5(L); Seconded by Councilman Brown. Motion passed unanimously.

A motion by Mayor Pro-Tem was made to pull item 5(J); Seconded by Councilman Brown; Motion Passed Unanimously.

**6. Special Consideration Items**

- A. Recognition of Mr. Fernando Arana, former EDC President from June 2011 to June 2013.**
- B. Special Recognition to Mr. Ricardo Vaquera III for his Service and Dedication to the City of converse as Honorary Fire Chief.**
- C. Recognition of Ms. Jackie Gaines, former City Secretary, for her Service to the City of Converse. (Mayor Suarez)**

Item 6(A) was deferred. Mayor Suarez presented the Plaques and recognized the Special Guests for items 6(B) Mr. Ricardo Vaquera III. Item 6(C) Jackie Gains (*Not Present*).

**7. Citizens to Be Heard;**

**This time is provided for Citizens to address the 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.**

Joan Lindgren a Converse resident discussed 3 items. 1) City Charter Resolutions 2) City Pay Raises 3) Illegal Activities

**8. Public Hearings:**

- A. Public Hearing on the proposed amendments to chapter 40, Article V-Subdivision Requirements, Article IV-Standards & Regulations, Division III-Streets, Alleys, Sidewalks and Crosswalks, the sections of the City of Converse Codification that regulates roadway design.**

Public Hearing opened at 7:16 p.m.

Public Hearing closed at 7:17 p.m.

**9. Old Business**

- A. Discussion and appropriate action on a request to approve an ordinance by the City Council of the city of converse, Texas authorizing the Issuance of "CITY OF CONVERSE, TEXAS GENERAL OBLIGATION REFUNDING BONDS SERIES 2013", Levying an annual Ad Valorem Tax, within the limitations prescribed by law, for the payment of the bonds; Prescribing the form, terms, conditions and resolving other matters incident and relates to the issuance, sale and delivery of the bonds, including the approval and distribution of a purchase and investment letter pertaining thereto; authoring the execution of a paying agent/registrar agreement, a purchase contract and an escrow deposit letter; complying with the letter of representations on file with the depository trust company; authorizing the execution of any necessary engagement agreements with the city's financial advisors and/or bond counsel; and providing an effective date.**

- J. **Accept City Financials through April 30, 2013.**
- K. **Action to Appoint Mr. Richard Caton from an Alternate Member to a Member of the Building & Standards Commission for a two year term ending June 30, 2015.**
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Councilwoman Richel made a motion to approve item 9(A); Seconded by Mayor Pro-Tem Pannell; Motion Passed Unanimously.

- B. Discussion and appropriate action on a request to amend City of Converse ordinance #305-2013A dated March 19, 2013. This section of the City of Converse codification, chapter 46-Utilities, Article VI–Water, Division II-Regulations, Section 46-108-Standard Procedures Establishes Service Fees.**

Councilman Brown made a motion to pull item 9(B); Seconded by Councilman Guastella; Motion Passed Unanimously.

- C. Discussion and appropriate action on a request to amend City of Converse ordinance #330-2013 dated September 4, 2012. Sections to be amended of Chapter 30-Parks & Recreation, Article II, City of Converse code of ordinance to be amended are as follows: Section 30-65-hours of Operation, 30-67-Facility Charges and Use Regulations, 30-68-Agreement for Usage & 30-71-Penalties. This city of converse ordinance regulates hours of Parks Operation.**

Councilman Brown made a motion to approve item 9(C); Seconded by Councilwoman Richel; Motion Passed Unanimously.

*Mayor continued on to item 6 (C)*

**Recognition of Ms. Jackie Gaines, former City Secretary, for her Service to the City of Converse. (Mayor Suarez)**

Mayor Suarez recognized Ms. Jackie Gaines for her Twelve years of service to the City as City Secretary, Human Resource Manager and a big supporter to many City Events.

*Mayor continued on to item 10 (A)*

#### **10. New Business**

- A. Discussion and appropriate action on a request to approve the Final Plat known as the TOEPPERWEIN MARKET, Plat #133.**

Mayor Pro-Tem Pannell made a motion to approve item 10(A); Seconded by Councilman Guastella; Motion Passed Unanimously.

- B. Discussion and appropriate action on a request to approve Budget Amendment #108G-2013.**

Item Tabled.

Councilman Guastella made a motion to table item 10(B); Seconded by Mayor Pro-Tem Pannell; Motion Passed Unanimously.

- C. Discussion and appropriate action on a request to approve a lease with the Regional Water Resource Development Group (RWRDG) for approximately 170 Acre Feet of Water.**

Councilman Brown made a motion to approve item 10(C); Seconded by Councilman Guastella; Motion Passed Unanimously.

**D. Discussion of Public Protection Classification Summary report by Insurance Services Office, Inc. (ISO) and the Public Protection Class II Rating.**

Chief Wendt gave a brief summary of the Insurance Services Office, Inc.  
No action was required for this item.

**E. Discussion and appropriate action on a request to amend City of Converse Ordinance #313-2013B dated April 16, 2013. The Section of the City of Converse Codification, Chapter 46-Utilities, Article, II-Sewage Disposal, Section 46-26-Billing, Practice Rates. This City of Converse Ordinance Regulates Sewer Fees.**

After a lengthy time of discussing item 10(E).

Mayor Pro-Tem Pannell made a motion to approve with changes 10(E); Seconded by Councilman Brown; Motion Passed Unanimously.

**F. Discussion and appropriate action on a request to approve the Annexation Policy for the City of Converse. (Correction-This is the first reading of this item)**

Mayor Pro-Tem Pannell made a motion to approve item 10(F); Seconded by Councilman Guastella; Motion passed with three votes (MPT Pannell, CM Guastella, Mayor Suarez). (Two oppose (CW Richel and Councilman Brown).

**G. Discussion and Appropriate action on a request to approve an Ordinance that will provide guidance on Municipal Boundary adjustments and requests for the release of Extraterritorial Jurisdiction (ETJ).**

Item Pulled.

**H. Discussion and appropriate action on a request to approve the FY 2014 Proposed Bexar Appraisal District Budget.**

Councilman Brown made a motion to approve item 10(H); Seconded by Mayor Pro-Tem Pannell; Motion Passed Unanimously.

**11. 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.**

- Recognized Kate Silvas for winning the "Build Green Award"
- 1604 Corridor Study moving forward

**B. Councilmember's Reports/Items of Interest**

- Councilman Guastella Congratulated Councilman Brown for being nominated at the Volunteer's Red Cross Award.
- Councilman Brown requested the Public Hearing item Chapter 40 be brought back. Many corrections were needed.

**C. City Commission Liaison Reports.**

- Councilman Brown reported Building & Standards Commission met last week regarding a property that will be sold. A second property by North Street is doing a great job at keeping it clean.
- Councilman Guastella reported Parks & Recreation is scheduled to meet Monday. Movie in the Park. Thanked Mr. Shadron for putting the flyer together. Ms. Burkhart announced Movie in the Park is scheduled for July 20<sup>th</sup> 8:30 and the same day a Grand Opening of the Walking Trail at North Park and next meeting will be held at North Park.
- Councilman Brown requested Charter Amendments be submitted to Municipal Code
- Ms. Burkhart announced that the CVLGC will not have a meeting for July but will have an Advisory meeting.

**D. Economic Development Corporation Executive Director's Report.**

- 1604 Commercial Corridor Study update
- Attended the Annual ICSC Conference Event in Nevada
- Attended the International Economic Development Council Course in San Antonio
- EDC hosted the Strategic Planning Workshop June 1st, Preparation for the Budget Process
- Received the "Green Practioner Award" from City of San Antonio for promotion of Green Building Designs throughout the City of Converse.
- Leasing Office space at 339 S. Seguin
- Completing Migration of emails with Rackspace
- Updating Website
- Grand Opening of Sportsman's Bar
- Next EDC Meeting is scheduled for July 9th

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

- Developing Budget Calendar, Budget Public Hearings scheduled for July 29th, 30th and 31st at 6:00 p.m.
- City Offices closed 4<sup>th</sup> of July
- Joint Land Use Study (JLUS) for Randolph is scheduled to meet at the Conference Room beginning at 8:15 A.M. Monday, July 8<sup>th</sup>.

**F. City Staff Reports:**

**1. Report and Discussion of Significant Police Events.**

- 77 Tickets Issued all at once during a Large Party by Schuman Rd. City of Live Oak Officers were present for assistance

**2. Report and Discussion of Significant Public Utilities Events.**

- 237 Turn Off's for the month of June for non-payment. Turn Off numbers are decreasing
- 11 Repairs to Service Lines, 4 Main Infrastructure Repairs for the month of June
- Consumer Confidence Reports have been mailed
- 2013 Copper Samples completed as of today, Required every 3 years
- Installed 2 Service Lines for Water Fountains at North Park for the Walking Trail. Water Fountains will be installed soon
- Removed Fire Hydrant from Elm Street for the Elm Street Project which will begin soon
- In order to get Gibb Sprawl Tower back in service again TCEQ requires 3 consecutive consistent samples. Currently in the process of getting samples

- While SARA was doing repairs on Sewer Lines, A Converse Sewer line that was damaged was also identified. This has been repaired and completed

**3. Report and Discussion of Significant Public Works Events.**

- North Park Walking Trail doing well. Being used by many of the residents
- Opening Bids soon for the Elm Street Project
- Repairs on Gale Circle
- Poured Concrete on Gibb Sprawl Road Curbs
- Met with Judson ISD to set up Flashing Beacon Lights at Rocket Lane and Schaefer Rd
- 10 Out of Cycle pickups
- Brush Chipper repaired by a Private Contractor for \$3750.00
- Weeded and Mowed several areas
- Fleet department staying busy keeping up with equipment repairs
- Baseball Fields Completed

**4. Report and Discussion of Significant Fire and EMS Events.**

- Attended June 31<sup>st</sup> Houston Memorial Service for the Firemen
- 19 Firefighters killed in Arizona this past week
- Completed Wildland Training through the Texas A&M Forest Service
- Working on Breathing Apparatus Grant
- Fireworks Illegal

**5. Report and Discussion of Significant Human Resources Developments.**

- Desperate Need for a Building Inspector
- City Secretary
- Assistant to help in multiple departments such as HR, Water Billing and Building Department

Mayor Pro-Tem Thank Mr. Rudd for his hard work.

City Manager addressed to the Member that MR. Rudd has 20+ years experience and has renewed his Human Resource Certification.

Mayor Pro-Tem recognized Councilman Brown for his nomination as a volunteer in the Red Cross Award and Congratulated Mayor Suarez for his Third-Term as President in the Northeast Partnership.

Mayor Suarez called to convene Executive session at 9:52 p.m.

**12. Executive Session:**

**A. Executive Session in Accordance with Texas Open Meetings Act Section 551.071. CONSULTATION WITH CITY ATTORNEY; CLOSED MEETING. Consultation with City Attorney regarding potential litigation related to Toepperwein Road Reconstruction Project. (Mayor Suarez) (City Attorney)**

**12. Executive Session**

**B. Executive Session in Accordance with Texas Open Meetings Act Section 551.071. CONSULTATION WITH CITY ATTORNEY; CLOSED MEETING. Consultation with City Attorney regarding the Cibolo Valley Local Government Corporation (CVLGC) Project. (Mayor Suarez) (City Attorney) (City Manager)**

13. **Reconvene to open session**

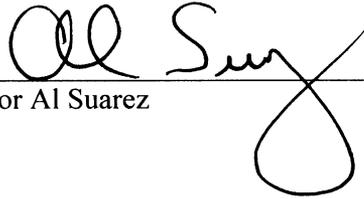
- A. **Discussion an Appropriate Action in accordance with Texas Open Meetings Act Section 551.071 regarding potential litigation related to the Toepperwein Road Reconstruction Project. (Mayor Suarez)**

Motion was to allow City Attorney to proceed with the direction discussed in executive session

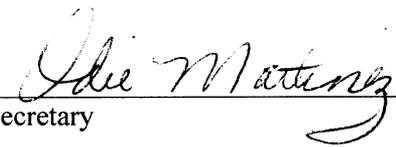
14. **Adjournment**

Meeting adjourned at approximately 10:14 p.m.

Passed and approved by the City Council on this 16<sup>th</sup> day of July 2013.

  
\_\_\_\_\_  
Mayor Al Suarez

ATTEST:

  
\_\_\_\_\_  
Secretary

