



CITY OF CONVERSE
CITY ADMINISTRATION

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**MINUTES
CITY OF CONVERSE
CITY COUNCIL MEETING
TUESDAY, AUGUST 06, 2013, 7:00 P.M.**

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, August 6, 2013 at 7:00 p.m.

1. CALL TO ORDER

At approximately 7:00 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 U.S. Flag led by Mayor Suarez
To the Texas Flag led by Mayor Suarez**

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

4. ROLL CALL, ESTABLISHMENT OF QUORUM & RECOGNITION OF VISITORS

Council Members Present:

Mayor Al Suarez
Mayor Pro-Tem Randy Pannell
Councilwoman Renee Paschall
Councilman Steve Brown
Councilman Joe Guastella

Council Members Absent:

Councilwoman Kathy Richel (*excused*)
Councilman Andy Selko (*excused*)

Other Members and City Staff Present:

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

5. CONSENT AGENDA:

A. Approve Minutes of City Council Meeting on July 16, 2013.

Councilwoman Paschall made a motion to approve item 5A; Seconded by Mayor Pro-Tem Pannell. Motion passed unanimously.

6. SPECIAL CONSIDERATION ITEMS:

A. Recognition of Ms. Cheryl “Krissy” Rendon, Finance Assistant, for her Five (5) Years of Service. (Mayor Suarez)

City Manager, Burkhart stated Krissy would not be present. Mayor Suarez responded we will bring back to next meeting.

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. No personal attacks shall be allowed.

No citizens to be heard.

8. PUBLIC HEARINGS:

A. NONE

9. OLD BUSINESS:

A. Discussion and Appropriate Action on a Request to Approve Budget Amendment #108G -2013. (Second Reading) (City Manager)

City Manager Burkhart briefly explained Budget Amendment 108G -2013.

Mayor Pro-Tem Pannell made a motion to approve item 9A; Seconded by Councilwoman Paschall. Motion passed unanimously.

B. Discussion and Appropriate Action on a Request to Amend City of Converse Ordinance #305-2013 dated March 19, 2013. The Section of the City of Converse Codification Chapter 46-Utilities, Article IV-Water, Division II-Regulations, Section 46-108-Standard Procedures. This City of Converse Ordinance Regulates Service Fees. (Second Reading) (City Manager)

Councilman Guastella made a motion to approve item #9B; Seconded by Councilman Brown. Motion passed unanimously.

10. NEW BUSINESS:

A. Discussion and Appropriate Action on a Request to Approve a Contract with ALAMO CONCRETE PRODUCTS for Five (500) Hundred Acre Feet of Edwards Aquifer Groundwater Withdrawal Rights for the City of Converse. (City Manager)

Councilman Guastella made a motion to approve item #10A; Seconded by Mayor Pro-Tem Pannell. Motion passed unanimously.

B. Discussion and Appropriate Action on a Request to Approve the Election Order Setting November 5, 2013 as the Date for General Elections for the City of Converse. (City Manager)

Councilwoman Paschall made a motion to approve item #10B; Seconded by Councilman Brown
Motion passed unanimously.

C. Discussion and Appropriate Action to take Record Vote on Proposed City's 2013 Tax Rate of \$.606675 per \$100 Valuation, which is the same as Last Year's Tax Rate and is \$.007426 higher than the 2013 Effective Tax Rate of \$.599249.

A Power Point was presented by City Manager Mrs. Burkhart. The following is a list of some of the high lights.

- Property Valuations
- Tax Analysis
- 13 Year Summary of Tax Rate

Mayor Pro-Tem Pannell made a motion to approve item 10D; Seconded by Councilman Brown. Three votes over two. Mayor Pro-Tem Pannell, Councilman Brown, Councilman Guastella voted to approve. Mayor Suarez and Councilwoman Paschall opposed to item #10D.

D. Discussion and Appropriate Action to Schedule Two Public Hearings on the Proposed 2013 Tax Rate of \$.606675 per \$100 Valuation, which is the same as Last Year's Tax Rate and is \$.007426 higher than the 2013 Effective Tax Rate of \$.599249.

- August 27, 2013 - 1st Public Hearing
- September 3, 2013 - 2nd Public Hearing

Both Public Hearings were scheduled for 6:30 p.m.

Councilwoman Paschall made a motion to approve item #10D with said schedule; Seconded by Councilman Guastella. Motion passed unanimously.

E. Discussion and Appropriate Action to Close the City Library from September 3 – September 7, 2013 for Carpet Installation.

Library Director, Robert Ayala briefly explained to the Councilmember's why this would be a great time to close the Library. The notice will be posted in the Marquee, Civic Plus Calendar and Patrons will be notified at the Library.

Councilman Guastella made a motion to approve item #10E; Seconded by Mayor Pro-Tem Pannell. Motion passed unanimously.

F. Discussion and Presentation of OPERATION HOMEFRONT. (MERITAGE HOMES)

The following is a list of high lights from the Power Point Presentation:

- Information about the Organization

- OH Accomplishments in 2012
- Program overview
- Program Eligibility
- Meritage “Sweat Equity” Operation (A Volunteer Opportunity)
- Meet the Team
- Milestones
- Marketing Opportunities
- Proposed Marketing Strategy

(No Action required for this item)

Mayor Suarez gave a Special Thanks to “Meritage Homes” for being present. He briefly stated, there is a lot of military active duties and retirees. The community would benefit from the program.

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.

Thanked EDC, Kate Silvas and Chairman of the Board Roy Schaufele for being very Pro-active and getting involved with the Home Builders

B. Councilmember’s Reports/Items of Interest.

Councilman Brown thanked Lupe Perez and Jonathan Smith for the assisting a resident in explaining water issues they had. The resident was satisfied.

C. City Commission Liaison Reports.

No report from Building and Standards Commission
No report from Park and Recreation Commission
No report from Planning and Zoning Commission
Councilwoman Paschall deferred to Ms. Kate Silvas to give the report.

D. Economic Development Corporation Executive Director’s Report.

Report by Kate Silvas:

- In the process of interviewing applicants for Executive Secretary
- Negotiating lease agreement at 339 Seguin next to City Hall
- Reviewing the 1604 Corridor Commercial Study (draft). Will be presented at the Planning and Zoning meeting August 19th and Council August 20th
- Publication Ad in San Antonio Business Journal, valuable recognition
- Ribbon Cutting for Boysville

Mayor Suarez also addressed the monthly “Building San Antonio Green” meeting.

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

CVLGC will be meeting August 22nd at 9:00 a.m. in Converse, Conference Room

Councilman Brown complimented the Mayor for the college student's Robotic Camp Scholarships that was provided by Northeast Partnership.

1. Revised City Budget Calendar

- One Special Call Meeting, 1st Public Hearing on the Tax Rate, August 27, 6:30 p.m.
- 2nd Public Hearing Tax Rate will be September 3rd at 7:00 p.m. (regular meeting)
- September 17th meeting; Adopt budget, Approve Tax Rate

2. TML Annual Conference, October 8 – 11 (Austin)

Contact City Hall to RSVP for TML

3. TML Newly Elected City Officials Orientation, August 9 -10, 2013 (Round Rock)

Contact Odie Martinez to RSVP

City Staff Reports:

1. Report from Human Resources

New Hires:

Four new Fire Fighters
Temporary Administrative Assistant
Jimmy Ford, Building Inspector
Holly Nagy, City Secretary

Available Positions:

Part-Time Custodian
Street Department Foreman

2. Report and Discussion of Significant Police Events.

Report by Assistant Chief of Police Rex Rheiner

- "Act of Shooter" presentation
- Career Day at Boysville
- Reported By Assistant Police of Chief Rex Rheiner
- Mayor Pro-Tem question how the victim and suspect were doing. Mr. Rheiner responded they are doing great.

Councilman Brown addressed to Mr. Rheiner of the 2 & 4 way stops by Lone Shadow/Shawnee Bluff and Meadow Lark. Second question, Fire hazard behind Lone Shadow.

3. Report and Discussion of Significant Public Utilities Events.

Report by Public Utilities Director, Lupe Perez

- 10 main breaks and 12 service leaks, lost about half a million gallons of water
- 273 turn off's for non-payment, 11 water leaks repaired by city, 28 customer water leaks, set 23 meters and calibrated 4 meters.
- Briefly updated of the 400 motor in North Cimarron
- All water leaks are reported and claimed as a water loss
- Water loss for the month of July was 8%

City Manager updated the Council of Fire Station #2 water leak

4. Report and Discussion of Significant Public Works Events.

- Updated Council on Elm Street
- Patching pot holes in various streets
- Finished pouring Concrete on North Park, Walking Trail
- Hanover Cove all sewer in
- Meadow's of Copperfield
- Interviews for Street workers
- Chipper repaired

5. Report and Discussion of Significant Fire and EMS Events

- New EMS computers with updated programs
- Mapping Software
- Keep weeds maintained 10' to 12' from the fence into the field if you live by a field
- ISO

12. EXECUTIVE SESSION:

A. Executive Session in Accordance with Texas Open Meetings Act Section 551.074. PERSONNEL MATTERS; CLOSED MEETING. To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee – City Personnel Salary Adjustments. (City Manager)

At approximately 8:36 p.m. Mayor Suarez convened to Executive Session item #12A.

13. RECONVENE TO OPEN SESSION:

14. ADJOURNMENT

Meeting adjourned at approximately 9:25 p.m.

Passed and Approved by the City Council on this 3rd day of September 2013.



Mayor Al Suarez

Attest:



Shawna D. Burkhart,
City Manager