



Expanding Horizons

CITY OF CONVERSE
CITY ADMINISTRATION

403 S. Seguin
Converse, Texas 78109
(210) 658-5356
Fax: 659-0964
www.conversetx.net

MINUTES
CITY OF CONVERSE
CITY COUNCIL MEETING
JANUARY 7, 2014 - 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, January 7, 2014 at 7:00 PM. A quorum of the following commissions may be present: Beautification & Environmental, Building & Standards, Economic Development Corporation, Park & Recreation and Planning & Zoning.

1. **CALL TO ORDER.**

Mayor Suarez called the Regular Meeting to order at 7:05 PM.

2. **INVOCATION.**

The invocation was led by Mayor Pro-Tem Randy Pannell.

3. **PLEDGE OF ALLEGIANCE.**

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

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

Mayor Al Suarez	Councilwoman Kathy Richel, Place 1
Mayor Pro Tem Randy Pannell, Place 4	Councilwoman Renee Paschall, Place 2
Councilman Rick Davis, Place 5	Councilwoman Deborah James, Place 3
Councilman Steve Brown, Place 6	Ms. Holly Nagy, City Secretary
Mr. Rick Jamison, Acting City Manager	Mr. Felix Arambula, City Attorney

5. **CONSENT AGENDA:**

A. **Approval of Minutes of City Council Meeting of December 17, 2013.**

B. **Approval of Amended Minutes of City Council Meeting December 3, 2013.**

Councilwoman James noted that Councilman Brown was not listed in the December 3rd or December 17th meeting minutes but he was present.

Councilwoman James made a motion to approve Items 5 A & B, seconded by Councilwoman Paschall. The motion carried.

6. 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.

- None

7. CITY STAFF MONTHLY REPORTS:

A. Report by Police Chief.

- No major incidents to report.
- Few citations given for Fireworks during NYE.
- Officers can go to a fallen officer's funeral.
- 19 families signed up for blue Santa, 63 children helped.

Mayor Pro-Tem expressed concern for the areas that are too dark around FM 78 near Wal-mart and Big Lots. Chief Jamison stated he would investigate.

B. Report by Public Utilities Director.

- Lupe Perez
- Repairs will be done this week for resident's mailbox.
- Issues at Judson Valley Lift Station
- Water distribution crew repaired 20 water leaks.
- 228 turn off's for non-payment,
- 30 customer leaks repaired 6.
- Set 40 meters
- 4 sewer backups
- Rebuilt 2 motors at Judson valley lift station.
- Cost estimates can be provided for lift station work.

C. Report by Public Works Director.

- Karl Hoppes

Streets:

1. Elm Street Project finished all concrete 13 Yards
2. Patched potholes city wide 15 bags
3. Assisted water department with pouring curb @ water interconnect site
4. Conducted a final walkover of the punch list on Cimarron landing Subdivision Unit 2
5. Hanover Cove is in the final process of building modular retaining walls

Grounds:

1. Mowed and trimmed right of ways.
2. Mowed EDC owned Properties.
3. Brush chipping in Zone 4 which generated 40 cubic yards mulch.
4. Mowed 4 vacant property on Kerry Brook @ FM 1516 and Kitty hawk @ lone Shadow, 8247 & 8251 Comanche Pass , 10102 Cricket Pl.

Parks:

1. Installed new pump system at out fall of Justice Center Drain.
2. Insulated water lines throughout the parks.
3. City Hall Maintenance, painting light bulb change outs.
4. Replaced 16 4 ft florescent light bulbs at Justice Center.
5. Routine maintenance on both parks restrooms & trash.

Fleet Maintenance:

1. Routine Maintenance on all city owned vehicles as they came in.
- Mailboxes on Elm Street are out of the way of sidewalk.
 - Sidewalks ADA compliant.

D. Report by Fire Chief.

- New firehouse software.
- Automatically sends incident reports to State Fire Marshall.
- NYE uneventful.
- Crews were out for 7 hours helping San Antonio with a porta potty fire.
- New testing needed for breathing apparatuses.
- Still waiting for grant money.

E. Report by Human Resources Director.

- Opening for Water Service Utility worker.
- Working on updating city policies.

F. Report by Library Director.

- Maintained accreditation with the State of Texas.
- Moved a part-time employee to full-time.
- Income Tax Forms are coming in.
- Computer purchases, new phones and surveillance cameras being installed.
- January-February is prep time for the Summer Reading Program.
- Ink Services revenue is up and helping the library.
- 100-130 new library cards each month.

G. Report by Executive Director Economic Development Corporation.

- Board has awarded 6 grants.
- Grants totaling- \$45,494.96
- EDC Planning 3rd Annual Converse Goes Green Day.
- Banners mounted on City Hall

8. OLD BUSINESS:

- A. Discussion and Appropriate Action on a Request to Amend Ordinance 907 Granting an Electric and Gas Franchise ("CPS") to City Public Service. Appendix A – Franchises, Article 1, Division 1, Sections 1, 2 and 12. (Mayor Suarez)(City Manager) (Second Reading).

- Ordinance allows City of Converse to receive an additional 1%.

Mayor Pro Tem Pannell made a motion to approve Ordinance 907-2013 as presented, seconded by Councilman Brown.

9. NEW BUSINESS:

A. Presentation of Class II ISO Rating by Texas Department of Insurance.

- Mr. Jesse Williams from State Fire Marshalls office was present for awards.
- Class II rating is a big deal. Helps determines house insurance rates.
- Statistics show that communities that have a higher class rating experience lower percentages of home and life loss from fire emergencies.
- Only two Fire Departments in Bexar County have a Class II ISO rating, Selma and Converse.

B. Discussion of Financial & Investment Reports as of October 2013.

- Chief Jamison presented on Ms. Piatt's behalf.
- Financial States are presented for the first month of the fiscal Year or 8.33%
- Revenues for the General Fund totaled \$341,832 or 3.62% of budget.
- Expenses totaled \$376,111 or 4.01% of budget.
- Revenues for the Utility Fund totaled \$579,141 or 8.61% of budget.
- Expenses totaled \$291,063 or 4.47% of budget.
- Revenues exceed expenses by \$288,075.

Councilwoman Paschall made a motion to approve the October 2013 Financial & Investment Reports, Mayor Pro Tem Pannell seconded the motion, the motion carried.

C. Discussion and Appropriate Action on a Request to Approve a Lease with the Regional Water Resource Development Group (RWRDG) for approximately 110 Acre Feet of Water.

- Looking for approval to lease 110 Acre Feet of water.
- 2 year agreement at \$120 per acre feet totaling \$ 13,200

Mayor Pro Tem made a motion to approve the request to approve a lease with RWRDG for approximately 110 acre feet, seconded by Councilwoman Paschall.

D. Discussion with City Engineers Regarding City Master Plan Development.

- Deferred due to City Manager illness.
- Vickery & Associates gave a presentation.
- Could be potentially done by October.
- 1604 Corridor Study already done by Vickery & Associates.
- Serves as a tool for City Council to make decisions
- Cost would be around \$300,000.
- Would help identify infrastructure improvements needed.

E. Discussion and Appropriate Action to Approve a Consultant for City Strategic Planning Services.

- Item has been deferred.

F. Discussion on Increasing City Council Travel and Education Budget Line Items to Reflect the New Charter Requirements.

- Mr. Arambula stated no action can be taken; topic is on agenda as discussion only.
- Item placed on agenda because there isn't enough money budgeted for all councilmember's to attend required training.

G. Discussion and Appropriate Action to Approve a Third Amendment to the Municipal Solid Waste Collection and Transportation Agreement.

- Alfred Perez present for Waste Management.
- Discussion ensued about types of services Waste Management provides.
- Staff recommends a 1 year extension.
- Has worked with Converse for many years.
- Councilwoman Paschall asked if any scholarships have been given to Judson ISD.
- Mr. Perez stated that they give approximately 33 scholarships a year and they concentrate on South Central San Antonio. Mr. Perez stated that Waste Management would look into possible scholarships for Judson ISD students in the future.
- 1 year would be at same rate. 2 year would increase because of the CPI Increase.
- CPI Increase is a fee established by the government and is based on Economic factors.
- Contract is all inclusive. Residents must use Waste Management.
- Contract expired December 31, 2013.

Councilman Brown made a motion to approve the third amendment to the waste agreement as presented; Councilwoman Richel seconded the motion, the motion carried. The motion was unanimous.

H. Discussion and Appropriate Action on a Request to Establish an Ethics Review Board in Accordance with Article 3- General Provisions Section 8.01 Boards, Committees, Commissions, of the City of Converse Charter. The Purpose of the Ethics Review Board shall be to develop a City Ordinance for a Code of Ethics.

- Legitimate concern, needs to be addressed.
- Deferred. No action taken at this time.

I. Discussion and Appropriate Action on Mayor Pro –Tem election process. (Councilman Davis, Councilman Brown, Councilwoman James)

- Mr. Arambula explained the Mayor Pro-Tem election process.
- Election of Mayor Pro-Tem must happen at the first meeting after Election.
- Tie results in a failure.
- Mr. Arambula read from Section 17 of the Texas Constitution.
- Texas Constitution and state statutes trumps city charter.
- Councilwoman James read from Charter Section 2.53- Actions.
- Nothing can be changed at this point as the election for Mayor Pro-Tem was valid.
- This discussion is for future changes only.
- Councilwoman James doesn't agree with the decision process.

10. CITY COUNCIL & MANAGER 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.

- Discussion ensued regarding City Council interaction with staff.
- Appreciates the new iPads, reduces paper waste.

B. Councilmember's Reports/Items of Interest.

- Mayor Pro-Tem requested the two lights above the councilmember's be repaired.

C. City Commission Liaison Reports.

- None.

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

- New iPads great idea. Reduces time spent by administration putting the voluminous packets together.

11. EXECUTIVE SESSION: (Entered at 8:37 PM):

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

B. **Executive Session in Accordance with the Texas Open Meetings Act § 551.071. CONSULTATION WITH CITY ATTORNEY; CLOSED MEETING. Consultation with the City Attorney to discuss Viable Water Resource Options. (City Attorney) (City Manager)**

12. RECONVENE TO OPEN SESSION (Reconvened 9:26 PM):

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

- No action required at this time.

B. **Discussion and Appropriate Action on Discussion during Executive Session in Accordance with the Texas Open Meetings Act § 551.071. CONSULTATION WITH CITY ATTORNEY; CLOSED MEETING. Consultation with the City Attorney to discuss Viable Water Resource Options. (City Attorney) (City Manager)**

-Deferred. No action required at this time.

13. ADJOURNMENT.

Mayor Suarez adjourned the meeting at 9:27 PM.

PASSED AND APPROVED THIS 21st DAY OF JANUARY, 2014.

ATTEST:

Holly A. Nagy
City Secretary



Al Suarez, Mayor

