



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
APRIL 15, 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, April 15, 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 7:03 PM.

2. **INVOCATION.**

The invocation was led by Mr. John Rudd, Human Resource Director

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 Renee Paschall, Place 2

Councilman Rick Davis, Place 5

Mr. Felix Arambula, City Attorney

Ms. Shawna Burkhart, City Manager

Ms. Holly Nagy, City Secretary

Councilwoman Deborah James, Place 3

Councilman Jon Lindgren, Place 4

Councilman Steve Brown, Place 6

Mr. John Quintanilla, Assistant City Manager

Absent: Councilwoman Kathy Richel, Place 1

5. **CONSENT AGENDA:**

A. Approve Minutes of City Council Meeting of April 1, 2014.

None.

6. SPECIAL CONSIDERATION ITEMS:

A. Recognition of Mr. Kevin La Prete, Utility Inspector, Utilities Department, for his Fifteen (15) Years of Service.

- Mr. La Prete received special recognition from Mayor Suarez and the City Council for his 15 years of service to the City of Converse and was given a certificate of appreciation and a city coin.

B. Recognition of Robert Avella, Detective Sergeant, Police Department, for his Fifteen (15) Years of Service.

- Sgt. Avella received special recognition from Mayor Suarez and the City Council for his 15 years of service to the City of Converse and was given a certificate of appreciation and a city coin.

C. Recognition of Officer Mark Alvarado, Code Compliance, Police Department, for his Five (5) Years of Service.

- Officer Alvarado received special recognition from Mayor Suarez and the City Council for his 5 years of service to the City of Converse and was given a certificate of appreciation.

D. Recognition of Crystal Gutierrez, Fire Fighter/EMT-P, Fire Department, for her Five (5) Years of Service.

- Ms. Gutierrez received special recognition from Mayor Suarez and the City Council for her 5 years of service to the City of Converse and was given a certificate of appreciation.

E. Recognition of Adam Martinez, Water Tech/Maintenance, Utilities Department, for his Five (5) Years of Service.

- Mr. Martinez received special recognition from Mayor Suarez and the City Council for his 5 years of service to the City of Converse and was given a certificate of appreciation.

F. Recognition of John J. Quintanilla, Assistant City Manager, City Administration, for his Five (5) Years of Service.

- Mr. Quintanilla received special recognition from Mayor Suarez and the City Council for his 5 years of service to the City of Converse and was given a certificate of appreciation.

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.

-Mr. Jim Sherman

- Selling Converse Police Seal Decals and Converse Police bumper stickers. Proceeds will benefit the Converse Citizen Police Academy.

-Mr. Joseph Guastella

- Converse American Legion Post has been around for 35 years.
- Thanks to City Staff for advertising the Blood Drive on the digital marquee.
- 27 Units were collected.
- Sponsored by Ron White who has donated a total of 100 Gallons of blood over the years.

-Mr. Carlton Scholls

- Running for Bexar County Judge in November.
- Too much focus on Downtown San Antonio, there's other parts of Bexar County besides Downtown.
- Traveling to 22 other municipalities and sitting in on City Council meetings to learn more about the area.

8. OLD BUSINESS:

- None.

9. NEW BUSINESS:

A. Discussion and Appropriate Action on the FY 2013 City of Converse Audit Presentation.

- Deborah Frasier- City Auditor made a presentation.
- Presentation ensued regarding city financials.
- Net Assets of \$56.5 Million.
- General Fund balance = \$2.4 million.
- Deborah Frasier began EDC Audit presentation.
- Discussion of Credit card fees & Interconnect Fees.

Councilwoman Paschall made a motion to approve the FY 2013 City Audit as presented; Councilman Brown seconded the motion. The motion carried.

B. Discussion and Appropriate Action on the 2014 Employee Benefits Presentation.

- Mr. John Rudd, Human Resource Director
- Handed out reports regarding current healthcare benefits.
- High Deductible health plan. \$5000 deductible.
- Employee pays first \$1500 City pays next \$3500.
- EBS did an RFP on Healthcare plans. Started out with 4 insurance rates. 3 responded to RFP.
- Suggests reducing employee contribution from \$1500 to \$1250.
- Requesting authorization for City Manager to execute any documents needed to proceed.
- Change benefit to short plan year.
- January 1 renewal sync up with calendar year deductible with plan year.
- Currently plan year June 1 thru May 31st.
- Pete Villamain, President of EBS gave a brief presentation.

Councilwoman Paschall made a motion to accept the renewal of the benefits package and the included recommendations. Councilwoman James seconded the motion the motion passed.

C. Discussion and Appropriate Action on the 2014 Strategic Plan Presentation.

- Mat Matecko & Jim Vinci made a presentation.
- Discussion ensued regarding workshops.
- 5 Year Strategic Plan is meant to be a living document that can be adjusted as needed.
- Councilwoman Paschall thanked Aesop Management for facilitating the project.

Councilman Brown made a motion to approve the 2014 Strategic Plan. Councilwoman Paschall seconded the motion. The motion passed.

D. Discussion and Appropriate Action on the 2014 Certificate of Obligation for FM 1516/S. Seguin.

- Rick Jamison, Interim City Manager.
- EDC Public Hearing is scheduled for May 13, 2014.
- The City Manager and Assistant City Manager met with Jonathan Bean from TxDOT.
- If no expansion is done the city will lose the match funding and will not be eligible for funding on future projects.
- Staff recommendation is to follow through with the Certificate of Obligation.
- Mayor Suarez
- Funds are getting competitive among suburban cities.
- Councilman Brown
- Was at EDC Meeting where presentation was given and there was a very positive response to the information.
- Councilwoman Paschall
- Is thinking of Converse building out in 20 years, supports the project and the CO for FM 1516.
- Councilwoman James
- Expressed concern about business losing land for 5 lanes of roadway.
- Has shorter lanes and turning lanes been taken into consideration.
- What about historical buildings.
- Rick Jamison, Interim City Manager.
- If the area stays the same, severe damage will be done to the economic development of Converse.
- Businesses have known about this project since 2006.
- TxDOT will check on the historical status of buildings.
- Bond council says the city is in good shape for a Certificate of Obligation for the project.
- Councilman Lindgren
- Concerned about maintenance requirements. How long before hit with maintenance costs.
- Rick Jamison, Interim City Manager.
- 3502 rehabbed last year- road has a 10 year life
- Gibb-Sprawl rehabbed.
- Discussion ensued regarding plan & locations.

Councilman Lindgren made a motion giving the Interim City Manager authorization to proceed with check list for the Certificate of Obligation for FM 1516. Councilman Brown seconded the motion. The motion passed.

E. Discussion and Appropriate Action on the February 2014 Financials and Investment Report.

- Ms. LeAnn Piatt- Finance Director
- 41.67 % Revenue
- 67% collections- ad valorem in
- Sales tax 44.71 %
- General Fund- \$386 ahead of collections.
- Revenues exceed expenses from General Fund- \$3.1Mil
- Utility Fund
 - Revenue = 42%
 - Expenses = 40%
- Balance \$291,000
- \$239,000 of amount restricted funds.
- Balance of 52K for revenue
- Utility Fund barely made it through last year. No cushion in Utility Fund.

Councilwoman Paschall made a motion to approve the February 2014 financials, Councilman Brown seconded the motion. The motion passed.

F. Discussion and Appropriate Action to appoint Ms. Rosa Gary to the Economic Development Corporation Board of Directors.

- Ms. Kate Silvas, EDC Director
- Ms. Gary works for JISD for Dr. Mackey's office.

Councilwoman Paschall made a motion to approve Ms. Gary to the EDC Board of Directors with a term ending in May 2016. Councilwoman James seconded the motion. The motion carried.

G. Discussion and Appropriate Action to appoint Mr. Matthew Moog to the Economic Development Corporation Board of Directors.

- Ms. Kate Silvas, EDC Director
- Works at Randolph Air Force Base.

Councilwoman Paschall made a motion to approve Mr. Moog to the EDC Board of Directors with a term ending in May 2015. Councilwoman James seconded the motion. The motion carried.

H. Discussion and Appropriate action to amend the code of ordinances, City of Converse, Texas Chapter 2 "Administration" Article III. Boards, Committees, and Commissions: Division 5: "Ethics Review Board" Providing a Severability Clause. Providing a Penalty Clause; and Establishing an effective Date.

- Felix Arambula, City Attorney
- Proposed Ordinance -28 pages long.
- Modeled after Live Oak.
- Welcomes comments/concerns.
- Discussion ensued regarding logistics of commenting on draft.
- Matter tabled until May 6, 2014 Council Meeting for First Reading.

I. Discussion of the CenterPoint Energy 2014 Annual Gas Reliability Infrastructure Program (GRIP) Adjustment for the South Texas Division.

- Rick Jamison, Interim City Manager
- Pass through, if the City doesn't want to approve would have to file lawsuit.

9. 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. City Commission Liaison Reports.

- Councilwoman Paschall

- Attended New Hope Public Servant Breakfast. Very nice breakfast, thankful that New Hope invited us.

- Councilman Brown

- EDC was very receptive to Ms. Burkhart's presentation on CO for FM 1516
- Tabled some items due to length of meeting.

-Mayor Suarez

- Eagle Scout award
- Benches North Park
- Solar Lighting in North Park
- Working on plan to link North Park to Kitty Hawk Road.
- Working on Cimmaron Trail and other subdivisions link to North Park for walking trail.

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

- Rick Jamison, Interim City Manager

- Working with Mr. Rudd revising City Policies
- Meeting every Thursday for a few hours
- Offer for Librarian position was accepted by Ms. Derricka Bailey
- Fiesta Allegry and Trace Amigos
 - Wants to use North Park for several different venues this year.
 - Concerts in Park, 4th of July weekend event, Haunted House.
 - Going before Parks and Rec next month.
 - No cost to City
 - May ask for rental fee be waived.
- Looking at plan for improvements to City Park Pond.
- 3 mile jogging track around pond.
- Karl Hoppes coming back in 3 months with ideas.
- Currently in Stage 3 water restrictions.
 - Discussion ensued regarding what's being done in Stage 3.
- Signs being installed in subdivisions that will tell people what Stage the city is in.
- Kitty Hawk debt has been paid to TxDOT.
- Taco Bell building being raised.
- Future agenda items
 - Stop Arm Camera for JISD.

- Adjustment to Ordinance for Stop Signs.
- Water Issues.
- Ethics Review Board Ordinance.
- Code Compliance
- Not a lot of feedback given.

C. Councilmember's Reports/Items of Interest.

- **Councilwoman James**
- Slumber Lane behind trailer park. Citizens would like no soliciting signs installed.
- **Councilwoman Paschall**
- Update City Council photo on website.
- **Councilman Brown**
- Small Town Conference
- A lot of stuff Converse is doing right.
- EDC Crew Convention regarding real estate.
- Very informative.
- 3 meetings ago brought agenda item definition on the word Shall. Need second reading.
- Councilman Lindgren- Second reading Nepotism.

D. Mayor's Report/Items of Interest.

- Thanks for attending JYSF opening ceremonies.
- Councilwoman Paschall threw first pitch.
- General Rand attending Mission brief on what's going on at Randolph.

10. EXECUTIVE SESSION: (Entered 9:56 PM)

- A. Executive Session in Accordance with the Texas Open Meetings Act Section 551.074. PERSONNEL MATTERS; CLOSED MEETING. To deliberate and take appropriate action regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee. – Interim City Manager**
- B. Executive Session in Accordance with the Texas Open Meetings Act Section 551.074. PERSONNEL MATTERS; CLOSED MEETING. To deliberate and take appropriate action regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee. – City Manager**

11. RECONVENE TO OPEN SESSION: (Reconvened 11:00 PM)

- A. Discussion and Appropriate Action on Executive Session in Accordance with the Texas Open Meetings Act Section 551.074. PERSONNEL MATTERS; CLOSED MEETING. To deliberate and take appropriate action regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee. – Interim City Manager**

Councilwoman James made a motion to approve what was discussed in executive session, Councilman Lindgren amended the motion to include increase in salary for Interim City Manager of \$1500 and Assistant Police Chief \$500 retroactive April 1, 2014. Councilman Brown seconded the motion, the motion carried.

B. Discussion and Appropriate Action on Executive Session in Accordance with the Texas Open Meetings Act Section 551.074. PERSONNEL MATTERS; CLOSED MEETING. To deliberate and take appropriate action regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee. – City Manager

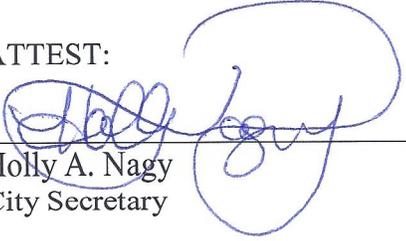
Councilman Brown made a motion to accept what was discussed in executive session, Councilwoman James seconded the motion. The motion carried.

12. ADJOURNMENT.

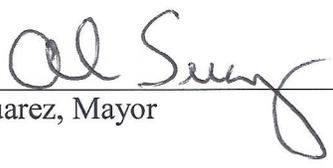
Mayor Suarez adjourned the meeting at 11:02 PM.

PASSED AND APPROVED THIS 6th DAY OF MAY, 2014.

ATTEST:



Holly A. Nagy
City Secretary



Al Suarez, Mayor