

MINUTES
SPECIAL CITY COUNCIL MEETING
December 15, 2020 at 6:00 p.m.

Notice was given that a Special City Council Meeting of the governing body of the City of Hondo was held December 15, 2020 at 6:00 p.m. in the City Council Chambers, City Hall at 1600 Avenue M, Hondo, Texas.

LIMITED PUBLIC ACCESS: Due to the COVID-19 pandemic in-person, visitor access to the City Council Chamber was limited to 15 guests or visitors (approximately 50% of the typical visitor seating capacity), plus city council and staff. The public accessed the meeting remotely through telephone or video conference. The audio of the meeting was available by calling toll free: 1-877-309-2073 Access Code: 723-517-869. Access to the meeting was available through video conference from computer, tablet or smart phone at: <https://www.gotomeet.me/cityofhondotx> Meeting ID No. 723-517-869.

1. Call to order.

Mayor Danner called the meeting to order at 6:00 p.m.

2. Quorum check.

Mayor James W. Danner, Sr., Mayor ProTem John E. Villa, Councilman John McAnelly, Councilman Wes Huesser (Video), Councilman Jose "Porky" Ytuarte, Councilman Bobby Vela, City Attorney Jessie Lopez (Teleconference), Interim City Manager/Chief Brian Valenzuela, City Secretary Miguel Cantu

Staff: Economic Development Director Genevieve Flores, Economic Development Corporation Administrative Assistant Val Lopez, Director of Aviation Ryan Elder, IT Network Administrator Josh Rodriguez, Assistant Public Works Director William "Buddy" Stewart, Police Lieutenant Rick Garza, Golf Superintendent Jerry Busby, Electric Superintendent David Baker, Human Resources Director Sharon Garcia

3. Invocation by Pastor J. Paul Bruhn, First United Methodist Church.

4. Pledge of Allegiance led by Mayor Danner.

5. Citizens'/Public Comments:

Mr. George Adams, 708 33rd Street, stated that he was asking the City Council to be serious about enforcing ordinances. Mr. Adams specifically emphasized enforcement of the junk vehicle ordinance, the 72-hour parking ordinance, and the trailer ordinance. He added that he had junk cars and trailers parked in front of one of his property numerous times. Recently a junk car and trailer was parked in front his properties and he cited *Sec. 11.05.008 Parking longer than 72 hours ordinance*. He stated that he had contacted the Police Department numerous times and when he asked for the information regarding the incidents, the Police Department had no record of the calls. Mr. Adams asked that Hondo Police Department stated that they become serious about enforcing the ordinances and not having records to a location for repeated violations is not taking enforcement serious.

6. Discuss and consider approving the minutes from the City Council of November 23, 2020 regular meeting.

Councilman Vela moved to approve the minutes for November 23, 2020 regular meeting. Motion seconded by Councilman McAnelly. Motion carried 5-0.

7. City Manager Report(s)

a. Employee Recognition

- i. Joe Alex Quintanilla Parks and Recreation 10 years**
- ii. Bernardo Bernal Streets Division 10 years**

Chief Valenzuela announced that Mr. Joe Alex Quintanilla and Mr. Bernardo Bernal were not available to accept their awards.

b. Government Finance Officers Association Distinguished Budget Presentation Award

Chief Valenzuela read a letter from Ms. Michele Mark Levine of the Government Finance Officers Association: "Your government should have recently received electronic correspondence that your 10/01/2019 budget document qualifies for a GFOA Distinguished Budget Presentation Award. To commemorate that achievement, enclosed is a medallion, which can be added to your existing plaque as a testament to the government's commitment to preparing a high quality budget document, which reflects GFOA's best practices and guidelines established by the National Advisory Council on State and Local Budgeting." Chief Valenzuela congratulated the Finance Department staff and those who supported the budget process.

c. City Hall Closed for the Holiday's: December 24th and December 25th

Chief Valenzuela stated that the City would be observing the December 24th and December 25th as holidays. He also thanked City Council, on behalf of staff, for the extra day off.

8. Discuss and consider Resolution 356-20 Honoring the Hondo High School Mighty Owl Band.

Mayor Danner read Resolution 356-20 Honoring the Hondo High School Mighty Owl Band. Mayor Danner emphasized that the Hondo Owl Band's performance earned them a trip to the state finals for the first time since 1994 following a state championship in 1983. Councilman Vela added that he would like to recognize the Hondo ISD Cross Country Team and the FFA Team for advancing to state as well.

Councilman Ytuarte moved to approve Resolution 356-20. Motion seconded by Councilman Vela. Motion carried 5-0.

9. Public Works Report

a. Water Restriction(s)

Mr. Stewart reported that the Edwards Aquifer Authority lifted the water restrictions as of December 1, 2020 and staff will be providing a 2020 Water Report to City Council in January 2021.

b. Streets

i. Current In-House Projects

Mr. Stewart reported that the 17th Street project will begin this week. There was a delay in the project because the checks necessary to order the required material were delayed.

ii. Street and Alley Maintenance

1. Potholes and Work Orders

Mr. Stewart stated that the Streets Division repaired 219 potholes and have 15 work orders to complete; additionally, there were 60 utility work orders remaining related to water and wastewater. Mr. Stewart reported that the work orders have been visually inspected for completion. Additionally, the Streets Division was working to continue to repair the alleys and concurrently trimming limbs. Councilman Ytuarte asked that City Council receive a hard copy of the work orders. Councilman Vela agreed that he would like a copy as well. Mayor Danner asked if an updated work order list would be provided at the next City

Council meeting. Mr. Stewart responded that he would have an updated work order list of the next City Council meeting.

Mr. Stewart reported that the alley maintenance continues to progress. He reported that Quadrant C had been completed and the Streets Division would be working on Quadrant D. Mr. Stewart hopes to start working on Quadrant B by the end of January or the start of February. The completion was dependent on the amount of work each quadrant required. Mayor Danner asked if the alleyways were being addressed because a work order had been created, or if the alleyways are being addressed as staff sees a need to repair. Mr. Stewart responded that the alleyways were being addressed, whether there was a work order or not. Councilman Ytuarte asked if other Divisions were assisting as City Council had asked them to do. Mr. Stewart stated that the Parks Division was assisting the Streets Division. He added that this was a perfect fit because Parks Division had the equipment and training to assist. Mr. Stewart hopes to start requesting the assistance of other Divisions.

iii. 14th Street & Avenue I-Kyle: M&S Engineering

Mr. Stewart stated that the contract with M&S Engineering was signed and the firm has started the design phase. Mr. Stewart stated that the bids for the construction will be the next accomplishment for this project. Mayor ProTem Villa asked how long the design phase would take. Mr. Stewart responded that it would be approximately two months. Mayor Danner stated that on page four of the agreement it stated that 50% of the design would be finished in approximately ten weeks, with a 95% design submittal six weeks after. Mayor ProTem Villa stated that it looked like it would take 22 weeks before the construction started. Chief Valenzuela stated that the months were approximate; however, the City has asked the Engineer to continue to expedite the street design. Councilman Ytuarte noted that on the agreement Mayor ProTem Villa stated at the last City Council meeting that 14th Street did not flood or have any concerns. Mr. Stewart stated that the Engineer would review the area and address any issues after there was a complete survey and study. Councilman Ytuarte stated that on the second bullet under the Scope of Work it stated "Prepare and submit a brief monthly progress report with each invoice upon request". Councilman Ytuarte stated that he would like to see a progress report with each invoice and asked how many updates the City Council would receive. Mr. Stewart stated that the city could receive an update upon request but council should be aware that the City would be required to pay for the updates. Councilman McAnelly added that he believes that City Staff can work with the Engineers to make sure the work is properly completed as they have done in the past. Mayor ProTem Villa asked when the project would start. Mr. Stewart stated that as of December 8, 2020 the Engineers started working on the design. Mayor ProTem Villa stated that it appeared that City Council would not see any results until the end of July or the beginning of August. Chief Valenzuela responded that it did appear that way but reminded City Council it was a timeline and City Staff would continue to work with the Engineers to expedite the project. He added that he would make sure that a progress report would be submitted with each invoice. Mayor Danner suggested that the Engineers teleconference with the City Council with a report. Councilman Ytuarte asked what reimbursable expenses entailed. Mr. Stewart responded that represented any change order the City may have. Mayor ProTem Villa stated that there was only a concern that the City may get charged for extra work that it did not request. Mr. Stewart responded that the Engineers could not do any extra work unless they received a work order from the City. Mr. Stewart concluded that he was also working with M&S Engineering to

begin assessing Avenue M so that once the project is complete that the hope was to start construction on the next project.

Councilman McAnelly stated that M&S had a good reputation and a long history on street reconstruction.

10. Discuss and consider cancelling December 28, 2020 regularly scheduled City Council meeting.

Mayor Danner stated that it was only logical to consider cancelling the December 28, 2020 City Council meeting, since the Interim City Manager was scheduled to be on vacation and the meeting fell between Christmas and New Year's holidays. Mayor Danner did advise City Council that a Special Meeting might be called to address some economic necessary items. Mayor ProTem Villa also stated that the City might need to address any changes to the Governor's Order regarding the COVID-19 pandemic.

Councilman McAnelly moved to cancel the December 28, 2020 regularly scheduled City Council meeting. Motion seconded by Councilman Vela. Motion carried 5-0.

11. Discuss and consider authorizing the Interim City Manager to enter into an agreement with Bobcat San Antonio for the purchase of a S64 T4 Bobcat Skid Steer Loader in the amount not to exceed \$34,158.64. (Len McVay)

Mr. McVay stated that during the FY 2020 – 2021 budget process, City Council designated \$70,000.00 for the purchase of a skid steer loader for the Buildings and Grounds Division. He stated that regular practice has been for the Grounds Division to borrow the skid steer from the Streets Division when it was available; however, with work order demand increasing for both the Streets Division and Grounds Division the availability of borrowing a skid steer will cause delays and interruptions in service for the two divisions. The addition of a skid steer for the Grounds Division will streamline operations in multiple areas of responsibility including: filling graves at the city's cemetery, moving dirt, and leveling roads/ruts; parks for moving mulch/dirt, making new trails, sweeping trails, cutting trees, digging holes, and picking up brush collected from City facilities. An added benefit will also be having a backup skid steer for either division in the event of high workload or if either unit is being serviced for repair. Besides being the lowest price option for the City, a Bobcat is the recommended unit because the City will not have to purchase any additional attachments that includes sweeper, tree cutter, augers, and a brush grabber. Funds for this purchase will be under budget at \$34,158.64. Mr. McVay stated that Staff recommends authorizing the Interim City Manager to enter into an agreement with Bobcat of San Antonio for the purchase of a S64 T4 Bobcat Skid Steer Loader. Councilman Vela stated that this was a good deal since the City did not have to purchase the additional attachments. Mr. Stewart stated that the amount mirrored the previous year's budgeted amount. Councilman McAnelly asked if the remainder could still be used to purchase any attachments if necessary. Mr. Stewart stated that the remainder could be used for additional attachment purchases or reallocated to another budget line item.

Mayor ProTem Villa moved to authorize the Interim City manager to enter into an agreement with Bobcat San Antonio for the purchase of a S64 T4 Bobcat Skid Steer Lodaer in the amount not to exceed \$34, 158.64. Motion seconded by Councilman Vela. Motion carried 5-0.

12. Discuss and consider declaring the items listed on the surplus declaration log as Surplus Property of the City of Hondo and authorizing their sale or disposal. (Rick Garza)

LT Garza asked City Council to consider declaring items on the surplus declaration log as surplus property. The items on the surplus log were items that were seized or forfeited to the Hondo Police Department. If the property is approved for disposition, the property would be publicly auctioned through GovDeals with a 12.5% fee. The resulting revenue would be added to the City of Hondo's Police Department's Asset Forfeiture Fund. The items included:

Lot 1 – assorted tools, starting bid \$100
Lot 2 – assorted clothes, starting bid \$50
Lot 3 – baseball youth equipment, starting bid \$75
Lot 4- electrical equipment, televisions and monitors, starting bid \$150
Lot 5 – air compressor, skill saws, air tools, starting bid \$100
Lot 6 – two weed eaters, leaf blower, two chainsaws, starting bid \$200
Lot 7 – two crossbows, multiple bb guns, starting bid \$100

Lot 8 – assorted safe, starting bid \$25
Lot 9 – gun and pistol case, binoculars, scope, starting bid \$100
Lot 10 – guitar and telescope, starting bid \$75
Lot 11 – mig welder still in box, starting bid \$300
Lot 12 – assorted game consoles and controllers, starting bid \$100
Lot 13 – window unit, starting bid \$10
Lot 14 – pressure washer, starting bid \$50
Truck – 2007 Ford FX150 4x4

Councilman Ytuarte asked if the city could use any of the equipment on the log such as the chainsaw or the welder. LT Garza stated that the welder was not a high quality welder and the condition of some of the chainsaws were unknown. Chief Valenzuela added that the sale would also help to replenish the asset forfeiture fund.

Councilman Ytuarte moved to declare the items listed on the surplus declaration log as surplus property of the City of Hondo and authorizing their sale or disposal. Motion seconded Councilman Vela. Motion carried 5-0.

- 13. Discuss and consider Ordinance No. 1240-12-20, an ordinance of the City Council of the City of Hondo, Texas, authorizing amendments to the adopted annual budget of the City of Hondo, Texas for the 2020-2021 fiscal year providing for supplemental appropriation and/or transfer of certain funds; providing for severability; and providing for other matters related to the subject.**

Ms. Narezo stated that the City will receive a \$523,710 grant award from the Texas Division of Emergency Management from the CARES Act, which is coronavirus relief funding. The City currently has received \$104,742, which is 20% of the total granted amount and the budget amendment will be for guidelines provided. The City has received this money in FY 2019-2020 and the amendment is to request to allocate the funds for spending in FY 2020-2021. Ms. Narezo stated that the City must first submit the expenses and then request reimbursement.

Councilman Vela moved to approve Ordinance No. 1240-12-20. Motion seconded by Councilman Ytuarte. Motion carried 5-0.

- 14. Executive Session:** The City Council of the City of Hondo convened in Executive Session at 6:59 p.m. and reconvened in Open Session at 8:32 p.m. in accordance with the Texas Open Meetings Act, Texas Government Code, *Section 551.071* (Consultations with Attorney) on matters in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly requires discussion in closed session); Pending or contemplated litigation; *Section 551.072* (Deliberations about Real Property); *Section 551.087* (Deliberations Regarding Economic Development Negotiations)
- Discussion regarding potential lease, purchase or value of real property.
 - Discussion regarding potential lease/sale of property located at the South Texas Regional Airport.
 - Discussion regarding potential development incentives and negotiations with a prospect for development at the South Texas Regional Airport.
 - Discussion about ongoing procedures in search for new City Manager.

15. **Discuss and consider appropriate action resulting from Executive Session.**
No action.

16. **Adjourn.**
Councilman Vela moved to adjourn the meeting at 9:05 p.m. Motion seconded by Mayor ProTem Villa. Motion carried 5-0.

PASSED AND APPROVED THIS 11th DAY OF JANUARY 2020.



JAMES W. DANNER, SR., MAYOR

ATTEST:



Miguel Cantu, City Secretary

