

MINUTES
REGULAR CITY COUNCIL MEETING
March 25, 2019 at 6:00 p.m.

1. Call to order.

Mayor Danner Called the Meeting to order at 6:00 p.m.

2.

2. Quorum check.

Mayor James W. Danner, Sr., Mayor Pro Tem Ann-Michelle Long, Councilman John McAnelly, Councilman Eric Torres, Councilman John Villa, Councilman Bobby Vela, City Attorney Jessie Lopez, City Manager Kim Davis, City Secretary Miguel Cantu

Staff present: Police Chief Brian Valenzuela, Economic Development Director Genevieve Flores, Director of Aviation Ryan Elder, Assistant Finance Director Dee Willman, Public Works Director Michael Schmidt, Police Lieutenant Rick Garza, Waste Water Superintendent Steven Winters, Electric Superintendent David Baker, and City Intern Michael Garcia

YAC present: Gauge Lange, Jared Trevino, Errian Morin, Luis Castillo, Preciosa DeLeon, Isabella Del Fierro, Audrey Contreras, Lisa Yang, Aubrianna Garza, Javen Aguierre, Janae Cuellar, HISD Sponsor Mrs. Jennifer Blue

3. Invocation by Reverend Joyce McCormick, New Fountain United Methodist Church.

4. Pledge of Allegiance led by Mayor Danner

5. Citizens' Comments

No comments made.

6. Discuss and consider approving the minutes from City Council March 11, 2019 regular meeting.

Councilman Vela moved to approve minutes as presented. Motion was seconded by Councilman McAnelly. Motion carried 5-0.

7. Proclamation declaring National Library Week. (Mayor Danner)

Mayor Danner read the proclamation announcing April 7th through April 13th as National Library Week. The proclamation recognized all libraries throughout the country including the City of Hondo Public Library and its staff for building strong communities.

8. City Manager Report(s)

a. April Calendar(s)

City Manager Kim Davis discussed activities throughout the month of April at the Recreation Center and Hondo Municipal Golf Course adding that every Thursday YAC tutoring continues to take place at the Rick Taylor Recreation Center. Also, the Recreation Center will hold its Annual Easter Egg Hunt, the Scott Muennink Memorial Throwdown Golf Tournament will be held and the City of Hondo Employee Committee Brown Bag Burger sale will be held with proceeds going towards the Medina County Food Pantry.

b. Library Week Events

Mrs Davis listed the events for Library Week April 7th-13th to include: Book Talk with Barbara Ortwein, Poetry Writing Workshop with Reagan Rothe, Board Games and Ice Cream Sundaes, Family LEGO Night, and Library Movie Night featuring the movie National Treasure.

9. **Discuss and consider authorizing the City Manager to enter into an agreement with Curl Industrial Services LLC for the purchase of a Cummins Diesel Generator Set for the Wastewater Treatment Plant in the amount of \$95,000.**

Mr. Stephen Winters requested the approval of City Council to authorize the City Manager to enter into an agreement with Curl Industrial Services for the purchase of a generator set for the Wastewater Treatment Plant. The 2018-2019 budget included a capital outlay of \$100,680 for the purchase of a new generator set per TCEQ requirements. This would replace the outdated generator and includes features and specifications needed as a back-up generator to power the wastewater treatment plant. The cost for the purchase is \$95,000. The amount budgeted for the purchase is \$100,680 which results in a savings of \$56,000. Mr. Winters asked City Council to approve the purchase.

Councilman Vela moved to authorize the City Manager to enter into an agreement with Curl Industrial Services. Motion was seconded by Councilman Villa. Motion carried 5-0.

10. **Discuss and consider declaring the items noted on the surplus declaration log as Surplus Property of the City of Hondo.**

Mr. David Baker stated that the City will be having two auctions for surplus of items with a second sale to be in late July. At this time Mr. Baker discussed the items listed as surplus or obsolete which included quite a few items from IT Services Division. Councilman Villa asked if there were any items that were remaining from the previous auctions. Mr. Baker stated that only two were from the previous sale that did not sell with the remaining being largely IT items. Mayor Pro Tem Long asked what would happen if the items were not auctioned. Mr. Baker stated the items would then be considered as scrap and would be appropriately disposed of. The items will be sold on GOV.Deals which is similar to other online auction sites.

Councilman Vela moved to approve items on the surplus declaration log as surplus property. Motion was seconded by Councilman Torres. Motion carried 5-0.

11. **Discuss and consider authorizing the City Manager to negotiate an agreement with M&S Engineering Services to serve as on-call City Engineer. (Michael Schmidt)**

Mr. Michael Schmidt stated that the City of Hondo's agreement with our current engineering firm (CDS Muery) expires in April of 2019. In preparation for the expiration, staff drafted and posted a request for qualifications for city engineering services in February 2019. There were eleven (11) responses to the RFQ. A review team consisting of key staff along with a representative from Council was established. Proposals were scored based on responsiveness and qualifications in the proposals. Interviews were conducted with the top four (4) scoring firms. By unanimous decision, the scoring committee ranked M & S engineering out of New Braunfels as the top firm. Mayor Pro Tem Long asked what the top 4 (four) firms were. Councilman Vela stated that the top 4 firms were CDS Muery Engineering, Klein & Cope Engineering, M&S Engineering, and Respec. Mayor Pro Tem Long asked what the cost of services would be. Mrs. Davis stated that the cost of services would not change and have not changed in several years and it amounted to less than the 6,500.00 budgeted. Mrs. Davis did provide a fee schedule for City Council's review. Mayor Danner stated that M& S Engineering has completed work for the City of Hondo on previous CDBG Grants. Mrs. Davis added that the engineering services were on call services to the City. Tom Turk, M&S Engineering was introduced to the City Council.

Councilman McAnelly moved to approve the procedure for selection of the most qualified applicant in response to the City's Request for Proposals for on-call engineering services and authorizing the City Manager to negotiate and enter an agreement for on-call engineering services with M&S Engineering. Motion seconded by Councilman Vela. Motion carried 5-0.

12. **Discuss and consider an Ordinance 1194-03-19 appending Article 1.14 of the City of Hondo Code of Ordinances to include 1.14.10 regarding aviation fuel credit account agreements; providing for severability and setting an effective date.**

Mr. Ryan Elder stated that the City of Hondo South Texas Regional Airport currently does not have an agreement in place to issue "Smart Cards" to tenants and off base customers to purchase

fuel. The ability to purchase fuel on a credit basis has created some obstacles with regard to collecting arrears since no aforementioned agreement was implemented. On February 25th, 2019, Airport Staff suggested to Council that the City implement an ordinance with a credit agreement for customers who would like to utilize the Airport Smart Card system. This agreement will serve to protect the City's assets if a customer chooses to cease payments on an account in which they owe with the Airport. Currently there is no agreement for the house accounts making it difficult for the City to collect any additional money such as interest and other fees associated with collections. Mr. Elder stated the city did not have to run any credit checks for our current tenants who have maintained good credit worthiness and good standing on their bills. The new ordinance will affect the new tenants by checking their credit worthiness. There is also a max credit limit associated with the new ordinance which is a \$1,000.⁰⁰ per individual and \$5,000.⁰⁰ for commercial accounts. The agreements have been included. There is a guarantee in the new ordinance for any business that no longer does business with the city to pay the city for its remaining balance. Mayor Pro Tem Long asked why the City would offer a house account. Mr. Elder stated the house account will provide for easier access for a tenant to purchase fuel through a smart card with invoices monthly. Mrs. Davis stated that there are plenty house accounts and this ordinance would finalize the application process. Councilman Villa asked if there have been any companies that have left the airport without paying their invoices. Mr. Elder stated that here were a couple firms that have left without settling their invoices but he has been able to remedy the majority of bad debt. The City is in litigation with one tenant that left in the year 2014, prior to the current administration.

Councilman McAnelly moved to approve Ordinance 1194-03-19. Motion seconded by Councilman Vela. Motion carried 5-0.

13. Discuss and consider authorizing the City Manager to enter into an agreement with Advantage Communications Inc. for the purchase of a Motorola GTR 8000 VHF Repeater (radio receiver and transmitter) in the amount of \$18,782. (Brian Valenzuela)

Chief Brian Valenzuela stated that on March 13, 2019, the Police Department Emergency Communications Repeater experienced a catastrophic failure to the main repeater unit. The Icom Repeater was purchased in 2016 from Rad Com Communications. While the repeater was down, the Police Department's inner channel communications was not operational and we had to resort to working off the main Medina County Channel leaving our officers without radio communications. Advantage Communications was contacted and rushed over after hours and confirmed that the Repeater had suffered a catastrophic failure. They provided us with an older unit to borrow until we could move forward. Communications were back up later that evening. The Repeater was scheduled to be submitted this coming budget as a Capital outlay expense due to the Police Department moving towards converting the older model Icom handhelds and mobile units to Motorola units. In moving forward with the purchase, the new Motorola repeater will be the first step in the internal infrastructure set up for our communications system. Chief Valenzuela added that the financial impact to the City of Hondo will be \$18,782.00 for the purchase. The Police Department will request a budget amendment at a future City Council Meeting. Staff is recommending that the City Council approve authorizing the City Manager to purchase the Motorola GTR 8000 VHF Repeater for the amount of \$18,782.00. Councilman Vela asked what will be the turnaround for delivery of the product. Chief Valenzuela stated that the items would be delivered to Advantage Communication in 3-4 weeks and then it would take approximately 24-48 hours before the city can be fully functioning. Councilman McAnelly asked how many more handhelds would need to be replaced and the cost. Chief Valenzuela stated the cost to replace 8 more radios would be approximately \$50,000-75,000; however, the department is trying to phase in the radios in to reduce the annual cost to the City.

Councilman McAnelly moved to authorize the City Manager to enter into an agreement with Advantage Communications Inc. for the purchase of a Motorola GTR 8000 VHF Repeater. Motion seconded by Councilman Vela. Motion carried 5-0.

14. **Discuss and consider an Ordinance 1195-03-19 of the City of Hondo, Texas, adopting an official zoning map for the city, repealing all prior zoning maps; providing for maintenance and filing of the official zoning map; and providing for related matters.**

Mr. Miguel Cantu presented the zoning ordinance that provides the Official Zoning Map depicting the zoning districts that will be made current from time to time to reflect change and amendments. Exhibit A (map) would be the current update for the City of Hondo. The map includes all current zoning change updates and recently annexed areas of the City. The Secretary's Office reviewed all boundaries of the city and also they included the new overlay of 20th Street MUD Zoning district. Also updated is the Airport layout that has not been updated for quite some time. The update included one property to annex known as the Reinartz Property. Councilman Villa asked what the cost would be for the update. Mrs. Davis stated that the City had not received an invoice for the hours performed by CDS Muery Engineering; however, the City Staff did the majority of the work by researching the boundaries and providing ordinances to the engineer. Councilman Torres moved to approve Ordinance 1195-03-19. Motion seconded by Councilman Vela. Motion carried 5-0.

15. **Executive Session:** The City Council of the City of Hondo may convene in Executive Session at 6:42 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 551.074* (Personnel Matters) *Section 551.087* (Deliberations Regarding Economic Development Negotiations)
- a. Discussion regarding potential lease, purchase or value of real property.
 - b. Discussion regarding potential lease/sale of property located at the South Texas Regional Airport.
 - c. Discussion regarding personnel matters.
 - d. Consultation with attorney regarding pending litigation Case No: 539983 (DTC P035).

16. **Discuss and consider appropriate action resulting from Executive Session.** Motion by Councilman Vela seconded by Councilman Torres to authorize the City Manager to negotiate a renewal of the rental lease with the US Postal Service for an additional five years with an opt for another 5 year renewal. Motion carried 5-0.

Motion by Councilman McAnelly seconded by Councilman Vela to authorize the City Manager to negotiate a two year extension for Municipal Court Judge Services with Hunter Schuele on the same terms as the previous two years. Motion carried 5-0.

17. **Adjourn.** Councilman Vela moved to adjourn the meeting at 7:29 p.m. Motion seconded by Councilman Villa. Motion carried 5-0.

PASSED AND APPROVED THIS 8TH DAY OF APRIL, 2019.



JAMES W. DANNER, SR., MAYOR

ATTEST:



Miguel Cantu, City Secretary

