

CITY OF KIRBY, TEXAS

Timothy Wilson, Mayor



Stephanie Faulkner, Mayor Pro-Tem
Mike Grant
Jerry Lehman

John W. Pierce
Roger A. Romens
Debra Wilson

CITY COUNCIL MINUTES
REGULAR MEETING
THURSDAY, APRIL 28, 2016 – 7:00 P.M.
CITY HALL COUNCIL CHAMBER
112 BAUMAN, KIRBY, TX 78219

1. Call Meeting to Order:

Mayor Wilson called the meeting to order at 7:00 P.M.

2. Invocation and Pledge of Allegiance to the Flag:

Mayor Wilson led the invocation and followed with the pledge of allegiance to the flag.

3. Mission Statement:

“The City of Kirby is dedicated to delivering excellent municipal services to our entire community in a fiscally responsible manner.”

4. Roll Call:

PRESENT

ABSENT

Mayor Wilson
Mayor Pro-Tem Faulkner
Council Member Grant, arrived at 7:30 P.M.
Council Member Pierce
Council Member Lehman
Council Member Wilson
Council Member Romens

5. Citizen Participation:

1. Blanche Felan, 904 Hickory Hill – Thanked Shane Davis and Roger Aguillon for taking care of Friendship Park. Shane displayed professionalism in doing his job.

6. Consent Agenda:

- a. Special Meeting Minutes – April 14, 2016
- b. Regular Meeting Minutes – April 14, 2016
- c. Discussion And Possible Action To Consider Ordinance No. O-2016-785 Amending the City Of Kirby FY 2015- 2016 Budget. This Is The Second Reading.
- d. Acceptance Of Quarterly Financial Report – January 2016 Through March 2016

Mayor Pro-Tem Faulkner moved to approve the consent agenda as written; seconded by Council Member Wilson.

Council Member Romens informed Council he emailed the City Secretary requesting the minutes for April 14, 2016 be changed to reflect the citizens input during item 8.m.

Mayor Wilson asked Ms. Cox to explain the purpose of minutes. Ms. Cox explained minutes were prepared to record the actions taken during the meeting. Mayor Wilson said the action taken and recorded in the minutes was the item died due to the lack of a motion.

The motion carried with a 6-1 vote.

AYES – 6

NO – 1 (Council Member Romens)

7. Presentations:

- a. Rosillo Creek Drainage Project Update – Leonard Adame, Bexar County

Mr. Adame presented the update on the Rosillo Creek Drainage Project. There was discussion on the various street closures and the effect the weather will have on the completion of the project.

8. Discussion And Possible Action:

- a. Discussion And Possible Action To Consider Ordinance No. O-2016-784 Amending Sections 113.01 And 113.02 Of Chapter 113 Of The Code Of Ordinances Of The City Of Kirby, Texas To Adopt By Reference New State Rules For Food Establishments. This Is The First Reading.

Mayor Pro-Tem Faulkner moved to accept Ordinance No. O-2016-784 amending Sections 113.01 and 113.02 of Chapter 113 of the Code of Ordinances of the City of Kirby, Texas to adopt by reference new state rules for food establishments; seconded by Council Member Wilson.

City Manager Vernon briefed Council on the difference in fees between our current provider and Bureau Veritas. The ordinance being presented tonight does not change the fees.

There was a discussion regarding food handler certificates for special events. City Manager Vernon shared that our City Attorney and Health Inspector recommend keeping the food handler certificates for special events requirement.

Mayor Pro-Tem Faulkner moved to table this item until there is more information; seconded by Council Member Wilson.

The motion carried with a 7-0 vote.

AYES – 7

NO – 0

- b. Discussion And Possible Action On City of Kirby Employee Personnel Policies Manual

City Manager Vernon presented the City of Kirby Employee Personnel Policies Manual and stated she would include the page with the Mission Statement, Vision Statement and Core Values and another change was on page 10, instead of 15 minutes after arrival, employees would have to contact their supervisor 15 minutes before their scheduled time to work. Mayor Wilson stated he is concerned the alcohol policy is too vague.

Council Member Grant moved to accept the City of Kirby Employee Personnel Policies Manual with the two changes; seconded by Mayor Pro-Tem Faulkner.

Mayor Wilson reiterated the two changes: Addition of City mission, vision and core values statements and times for tardiness.

The motion carried with a 7-0 vote.

AYES – 7

NO – 0

c. Discussion And Possible Action To Consider Commercial Solar License Agreement For Property Located At 5560 Duffek Dr., Kirby, TX 78219

Roland Hinojosa, CPS Energy and Jason Pittman, VP of PowerFin were present to answer questions.

Mayor Pro-Tem Faulkner moved to move forward with the license and enter into an agreement with PowerFin for the property located at 5560 Duffek Dr.; seconded by Council Member Lehman.

The motion carried with a 7-0 vote.

AYES – 7

NO – 0

d. Discussion And Possible Action To Consider Ordinance No. O-2016-786 Defining And Regulating Solicitors Of Services, Funds Or Property For Charitable Or Non-Profit Purposes, Itinerant Merchants, Itinerant Vendors, Peddlers And Persons Selling Or Taking Orders For Goods, Wares, Merchandise, Services, Photographs, Or Subscriptions To Same, And Providing Penalties For Violation Of This Ordinance, And Repealing Ordinance Number O-348. This Is The First Reading.

City Manager Vernon asked Council to table this item at the request of the City Attorney to allow him time to conduct further research to make revisions.

Council Member Romens moved to table this item to allow the city attorney time to make revisions; seconded by Mayor Pro-Tem Faulkner.

The motion carried with a 7-0 vote.

AYES – 7

NO – 0

e. Discussion And Possible Action Regarding 2016 Municipal Pool Plans

City Manager Vernon informed Council there were two candidates being considered for the Recreation Program Coordinator and there is a lifeguard who has indicated interest in returning.

f. Discussion And Possible Action Regarding Adopt A Spot Program

Mayor Pro-Tem Faulkner asked everyone to come up with suggestions for spots to adopt. The suggestions were to add the entrance to Friendship Park, the City entrance signs, and the basketball court at John Sterling to the program.

g. Discussion And Possible Action To Consider City of Kirby Branding And Marketing

City Manager Vernon provided an overview of the information provided from the workshop for branding and marketing the City.

The discussions included the City seal should be changed in the codified book to reflect what we are using and a contest to create the “tag line” for the City.

Mayor Pro-Tem Faulkner moved to create a “tag line” contest; seconded by Council Member Grant.

There was further discussion about the contest and Mayor Pro-Tem Faulkner withdrew her motion and Council Member Grant withdrew his second.

Council Member Romens volunteered to distribute the information to our schools.

Mayor Pro-Tem Faulkner moved to conduct the tag line contest May 6 – May 31, decide on a winner by June 23 and announce the winner at the 4th of July event and the winner will receive a family pass to the pool; seconded by Council Member Grant.

The motion carried with a 7-0 vote.

AYES – 7

NO – 0

Mayor Wilson said the new logo ordinance and Facebook and twitter information could be brought back at the next Council meeting.

h. Discussion And Possible Action Regarding Employee Pay Scales

City Manager Vernon stated she was seeking Council direction. She provided an overview of the pay scale and said the decision did not have to be made tonight.

The Council provided their ideas and concerns with the proposed pay scale.

i. Discussion And Possible Action To Appoint Kimberly Keene To The Parks And Recreation Committee To A Term Expiring October 1, 2017

Mayor Pro-Tem Faulkner moved to appoint Kimberly Keene to the Parks and Recreation Committee to a term expiring October 1, 2017; seconded by Council member Grant.

The motion carried with a 7-0 vote.

AYES – 7

NO – 0

9. Department Updates:

- a. Administration
- b. Public Works
- c. Finance
- d. Fire
- e. Police
- f. Animal Control
- g. Code Compliance

a. Administration – City Manager Vernon - Revised the monthly report by providing statistics only which were provided to Council in an email.

b. Public Works – Roger Aguillon, Director of Public Works - Provided an update on what's taking place regarding the well repairs, preparing the park for HOBBO Fest, some staff attending CDL class and took care of fence around well yard #3.

c. Finance – Tina Ynfante Director of Finance – Provided an update on Incode and Vigilant on the warrant system and other activities.

d. Fire – Kevin Riedel, Fire Chief – Informed Council the new fire truck was damaged by a car while on call.

e. Police – Kevin Bois, Police Chief – Provided a recap of the calls for the month, will be conducting boards/interviews for the patrolman and warrant officer positions.

f. Animal Control – Kevin Bois, Police Chief – The grand re-opening for the new facility was March 21. The part-time kennel tech was moved to full time and reviewing two applications for Animal Control Officer. May 20 & 27 SNAP will be at the animal care shelter.

g. Code Compliance – Kevin Bois, Police Chief – Concentration was on brush, grass and all growth.

10. Requests and Announcements:

- a. Requests By Mayor And Council Members For Items To Be Placed On Future City Council Agendas And Announcements On City Events/Community Interests

Council Member Wilson – Thanked the staff from public works, fire department and police department for their assistance helping a resident on Scott Carpenter after the storm. Thanked Council Member Romens for picking up the trash at the basketball court by the senior center.

Council Member Lehman – He was stopped by three citizens complaining about trucks parked on Starfire obstructing their access. Where can seniors dispose of used needles?

Council Member Grant – Suggested changing the type of toys used in the park for more cost effective ones.

Council Member Pierce – Requested an item be placed on the next agenda for discussion and possible action to consider “In God We Trust” to be placed on all city vehicles.

Mayor Pro-Tem Faulkner – The next Ordinance Review Committee meeting is May 4, 2016 at 6:30 P.M. at city hall. Rabies clinic is May 14. Working with Roger Ojeda and the proposed tennis dates are May 14, 21, and 28. There will be a summer program in June and July. There were people who never attend events at the Coffee with Cops event.

Mayor Wilson – He asked staff to start work on the water and street ordinance. He thanked the police staff and public works staff for assisting with a potential unsafe roadway condition by creating a two way road. It’s our job to make sure all are safe. Bring the pay scale back on the agenda for the last meeting in May. Reminded Council they need to complete the FEMA courses. In 45 days William Hilburn will conduct an emergency management exercise with staff at the fire department.

11. Adjournment:

The meeting adjourned at 9:06 P.M.

Timothy Wilson
Mayor

ATTEST:

Patty Cox, TRMC
City Secretary