

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
PUBLIC HEARING/REGULAR MEETING
THURSDAY, MARCH 10, 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

Mayor Wilson
Mayor Pro-Tem Faulkner
Council Member Pierce

ABSENT

Council Member Grant
Council Member Lehman

Council Member Wilson
Council Member Romens

5. Citizen Participation

1. Debra McMillan, 4511 Hoeneke – Informed Council about the conduct of a duly appointed representative of the City who made a derogatory remark during an Economic Development Committee meeting she attended on February 25, 2016.

2. Steve Linscomb, Director of Communications for Judson ISD, 8012 Shin Oak Dr., Live Oak, TX 78233 – He said the Judson ISD superintendent, Dr. Montoya, asked him to attend the meeting in his stead. He said Dr. Montoya feels the district would like to go on record to show support of the Council’s proposed boundary adjustment.

6. Consent Agenda

a. Regular Meeting Minutes – February 25, 2016

Mayor Pro-Tem Faulkner moved to approve the Consent Agenda; seconded by Council Member Wilson. With all voting, “aye” the motion carried.

7. Public Hearing

a. Regarding An Agreement Between The City Of Kirby And The Texas Department Of Transportation (TXDOT) For A Hike And Bike Trail In Friendship Park

Mayor Wilson opened the public hearing at 7:07 P.M.

Mark Hill, Ford Engineering, provided some exhibits in the foyer identifying preliminary designs of the projects. Mayor Wilson said the Friendship Park and Hike & Bike Trail would cost approximately \$681,000.00. This is a much needed improvement and the cost will be 80% covered by TxDot and 20% covered by the City. There being no one to speak as a proponent or opponent, he closed the public hearing at 7:09 P.M.

b. Regarding An Agreement Between The City Of Kirby And The Texas Department Of Transportation (TXDOT) For Reconstruction Of Binz Engleman Road

Mayor Wilson opened the public hearing at 7:09 P.M. this is also a much needed improvement with 80% being covered by TxDot and 20% being covered by the City with a total

cost of approximately 2.2 million dollars. The sidewalks will go to the hike and bike trail. There being no one to speak as a proponent or opponent, he closed the public hearing at 7:11 P.M.

- c. Regarding A Boundary Adjustment With The City Of San Antonio In Regard To A 17.8 Acre Tract Of Land Along Buzz Aldrin Drive, Corian Glen Drive, Blue Spruce Drive, And Swann Lane, And A 25 Acre Parcel Of Land Bordered By Gibbs Sprawl Road On The North And Seguin Road (F.M. 78) On The South

Mayor Wilson opened the public hearing at 7:11 P.M.

- 1. Charlene Wyatt - Spoke in favor of the property off Springfield Road and Sysco property being brought into Kirby and Sysco property.

Mayor Wilson said San Antonio asked for a cash one-time payment close to \$100,000.00. There being no one to speak as a proponent or opponent, he closed the public hearing at 7:14 P.M.

8. Presentations:

- a. City of Kirby Five Year Budget Forecast

Mayor Wilson acknowledged there were no increases in the City Council budget.

City Manager Vernon, General City Administration, provided an overview of the administration budget forecast for the capital items and some operational expenses with slight increases. Recodification reduced slightly because we are moving from American Legal to MuniCode. Training and travel increased due to additional training for staff and it will decrease to \$6,000.00 in FY 2017-2018.

GENERAL CITY ADMINISTRATION FUND	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
EDC	\$10,000	\$10,000	\$10,000	\$10,000	\$15,000	\$15,000
Recodification	\$4,500	\$4,500	\$4,000	\$4,000	\$4,000	\$4,000
Training/Travel	\$8,000	\$8,000	\$6,000	\$6,000	\$6,000	\$6,000

Chief Bois, Police Department, the department has several capital items: vehicle replacement program, mobile data terminals, body armor, resurfacing parking lot, radar replacement and tasers.

POLICE DEPARTMENT FUND	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
Vehicle Replacement	\$63,300	\$60,000	\$95,000	\$148,000	\$75,000	\$110,000
Mobile Data Terminal	\$	\$45,000	\$	\$	\$	\$45,000
Body Armor	\$3,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Resurface Parking Lot		\$25,000				
Radar Replacement		\$3,500				
Tasers	\$6,920	\$4,152				

Chief Riedel, Fire Department, the department has three major capital items: heart monitors, supply hose and a new ambulance.

FIRE DEPARTMENT FUND	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
Heart Monitor	\$	\$30,000	\$	\$	\$	\$
Hose	\$	\$7,000	\$	\$	\$	\$
Ambulance	\$	\$	\$175,000	\$	\$	\$
Breathing Apparatus	\$100,000					

January Dugan, Animal Care Services, the capital items are: new vehicle, increase in training, increase in uniforms, replacing the insulation in the indoor kennel, and veterinary services.

ANIMAL CARE SERVICES FUND	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
Trucks	\$	\$40,000	\$55,000	\$48,000	\$	\$
Training – AS	\$2,000	\$8,000	\$6,000	\$6,000	\$6,000	\$6,000
Uniforms – AS	\$500	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000
Replace Insulation	\$17,500					
Veterinary Services	\$20,000	\$40,000	\$44,000	\$49,280	\$55,193.60	\$61,8196.83

Roger Aguillon, Parks, the capital items are: repave the parking lot at Friendship Park, replace two vehicles and replace two mowers. Mayor Wilson suggested getting together with the Parks and Recreation Committee to find out their needs for the parks.

PARK FUND	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
Repave Pavilion Parking Lot	\$	\$220,000	\$	\$	\$	\$
Replace 2 Trucks	\$	\$	\$80,000	\$	\$	\$
Replace 2 Mowers	\$	\$	\$	\$	\$	\$40,000

Roger Aguillon, Streets, the capital items are: crack sealing, street repair on Hickory Hill, replace Crest bridge, street repair on Cinderella, bridge reconstruction on Wheatland and Threadway.

STREET FUND	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
Crack Sealing	\$	\$20,000	\$	\$	\$	\$
Street Repair Hickory Hill; Replace Crest Bridge	\$	\$	\$	\$	\$1,221,537.34	\$
Street Repair Cinderella; Bridge Reconstruction Of Wheatland & Threadway	\$	\$	\$675,000	\$	\$	\$

City Manager Vernon, General Operations, the capital items are: city hall parking lot; city hall renovations.; city hall furniture.

GENERAL OPERATIONS FUND	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
City Hall Parking Lot	\$	\$25,000	\$	\$	\$	\$
City Hall Renovations	\$	\$	\$	\$200,000	\$	\$
City Hall Furniture	\$	\$	\$	\$	\$10,000	\$

Roger Aguillon, Water, replacing water meters. Backhoe replace FY 2018-2019 \$85,000.

WATER FUND	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
Replace Water Meters	\$	\$	\$	\$	\$190,000	\$190,000
Replace Backhoe	\$	\$	\$	\$85,000	\$	\$

9. Discussion And Possible Action

a. Discussion And Possible Action Regarding Ford Engineering Proposal For Hike & Bike Trail Design

Mayor Pro-Tem Faulkner asked about the foot bridges if a decision was made.

Mark Hill, Ford Engineering, informed Council the foot bridges are \$100,000 each. If we used the pre-fabricated foot bridges it will put us over our budget. We cannot exceed what we are allowed and TxDot has set a limit on what the letting can be. Any extra cost will be handled by the City.

Mayor Pro-Tem Faulkner moved to accept Ford Engineering's proposal for the Hike & Bike Trail design; seconded by Council Member Wilson.

Mayor Wilson exercised his right to not vote in accordance with Section 2.05 of the City Charter.

The motion carried with a 4-0 vote.

AYES – 4

NO – 0

b. Discussion And Possible Action Ford Engineering Proposal for Binz Engleman Road Design

Mayor Wilson informed Council that TxDot did not approve their suggested changes. The current design identifies the north side of the street will be the no parking side.

Council Member Wilson moved to accept Ford Engineering's proposal for Binz Engleman Road design; seconded by Mayor Pro-Tem Faulkner.

Mayor Wilson exercised his right to not vote in accordance with Section 2.05 of the City Charter.

The motion carried with a 4-0 vote.

AYES – 4

NO – 0

c. Discussion And Possible Action To Consider Ordinance No. O-2016-783 Repealing All Ordinances Relating To Solid Waste Collection And Awarding A Contract for Solid Waste Collection And Disposal And Recycling Services Within The city Of

Kirby, And Authorizing The Mayor To Execute The Contract. This Is The Second Reading.

Tom Armstrong, Municipal Services Manager and Terry Gawlik, Community Relations Manager, were present representing Republic Services. Tom Armstrong apologized for missing the last meeting and delaying the process due to illness. He identified the changes in the new contract: lower residential rates, delay the first year CPI, one day a week service for garbage and recycle and continued support in the community.

Mayor Wilson said one area the residents don't utilize very much is that if you contact Republic Services they will pick up bulky items at your property through a negotiated cost of \$25 a cubic yard. Another big change, everyone will be serviced on Thursday which allows Republic to come out on Friday for missed service or broken carts. This is effective April 1, 2016.

Mayor Pro-Tem Faulkner moved to adopt Ordinance No. O-2016-783 Repealing All Ordinances Relating To Solid Waste Collection And Awarding Republic Services A Contract for Solid Waste Collection And Disposal And Recycling Services Within The city Of Kirby, And Authorizing The Mayor To Execute The Contract; seconded by Council Member Wilson.

The motion carried with a 4-0 vote.

AYES – 4

NO – 0

d. Discussion And Possible Action To Accept Emma Cannon's Resignation From The Planning And Zoning Commission

Mayor Pro-Tem Faulkner moved to accept Emma Cannon's Resignation From The Planning And Zoning Commission; seconded by Council Member Wilson.

Mayor Wilson exercised his right to not vote in accordance with Section 2.05 of the City Charter.

The motion carried with a 4-0 vote.

AYES – 4

NO – 0

e. Discussion And Possible Action On City Of Kirby Employee Pay Scale

Mayor Wilson asked to table this item and he will get with the city manager to bring back a more detailed plan to Council next month.

Mayor Pro-Tem Faulkner moved to table this to a later date to get more details; seconded by Council member Romens.

Mayor Wilson exercised his right to not vote in accordance with Section 2.05 of the City Charter.

The motion carried with a 4-0 vote.

AYES – 4

NO – 0

f. Discussion And Possible Action To Review Lease Agreement between City of Kirby And SA Spartans

Coach Stephen informed Council the Spartans' Spring League started in February. They are practicing and using the front of the park and they requested use the lights. On a particular day his team went on the baseball field and practiced in the grass area. He said it was a mistake and it will never happen again. He requested use of the front of the park until daylight savings time.

Mayor Wilson said it was brought to his attention about parking on the grass along the road. He said there are several reasons parking is not allowed along the road and one is that the vehicles block emergency vehicles from passing through. The other reason is the employees riding the tractors have to ride through the ruts left in the mud. This has also been addressed with the baseball team. Last year you said there were spiders on the field and that was why you moved to the front field. What has been done about the spiders?

Coach Stephen said last year he reported the spiders to Patty and she reported to Roger. He said he has checked and hasn't seen any spiders or holes on the field and there's grass growing on the field again.

Mayor Wilson said the contract provided the Spartans the area in the back of the field between the goal post for the football field. The maintenance that is required to operate a football field is provided by the Spartans. Public works has a water canon that is made available to the Spartans and Little League to water the fields. He stated it is okay to park in the grass at the back of the park.

Council Member Romens inquired about the financial statement. Coach Stephen said there were not any home games; therefore there was not any revenue for concessions.

Mayor Wilson informed Coach Stephen he can contact Patty Cox to set up mowing of the field. Coach Stephen said he will return the key to the electrical box tomorrow.

There was no action taken on this item.

g. Discussion And Possible Action Regarding the City Of Kirby Comprehensive Plan

Reggie Russell, Chairperson, Planning and Zoning Commission, gave an overview of the process to create the 2015 Comprehensive Plan. The plan included the one year and five year plan. Mayor Wilson read the one year and five year goals. The Commission will solicit the opinions and thoughts from the public, businesses and Council when preparing the next Comprehensive Plan.

Council Member Romens said when this Plan was being prepared there was no involvement with citizens, business or any organization or Council input. He said the City Council needs to put out a product that reflects the entire City.

Mayor Wilson suggested changing the location of the April City Council meeting. Contact Reggie Russell or Council with items you are interested in or if anyone has anything to add to the one year goals, this is their opportunity.

There was no action taken.

h. Discussion And Possible Action Regarding Employee Of The Month Recognition Program

Mayor Pro-Tem Faulkner asked Council if they are going to continue with the employee of the month recognition.

Council Member Romens said it's a human resource activity from within the City and that falls under the city manager. Council would be better to recognize excellence from our citizens, and accomplishment in our community, youth and other organizations.

The Council discussed the employee of the month recognition and concurred to award it quarterly. Also, agreed to recognize our residents for their excellence and accomplishments. City Manager Vernon informed Council she has received a nomination for employee of the month.

Mayor Pro-Tem Faulkner moved to implement a quarterly employee recognition program; seconded by Council Member Wilson.

Mayor Wilson exercised his right to not vote in accordance with Section 2.05 of the City Charter.

The motion carried with a 4-0 vote.

AYES – 4

NO – 0

i. Discussion And Possible Action Regarding Texas Fleet Fuel Services

Justin Upshaw, Texas Fleet Fuel identified three primary reasons Texas Fleet Fuel cards are advantageous: accessibility to fueling locations, exemption status for municipalities and accountability and control given with the program.

Council Member Romens moved to accept the contract with Texas Fleet Fuel Services; seconded by Mayor Pro-Tem Faulkner.

Mayor Wilson exercised his right to not vote in accordance with Section 2.05 of the City Charter.

The motion carried with a 4-0 vote.

AYES – 4

NO – 0

j. Discussion And Possible Action Regarding Funding Water Department Projects

Roger Aguillon, Public Works Director, provided an overview on the water department projects. He recommended installing the valves and painting the tanks first. He said the City can go out for bids on the total project with the valves and the water mains at one time, and include an alternate bid for the valves only. He said they could go all the way with all the project at an estimated cost of \$1,743,514.21.

Mayor Wilson recommended paint the towers, replace the water lines and valve replacement on one bid. He thanked Roger and staff for keeping our drinking water safe.

Mayor Pro-Tem Faulkner moved to approve cost estimate of 1.7 million for this year, seconded by Council Member Wilson.

City Manager Vernon said plus engineer fees.

The motion carried with a 5-0 vote.

AYES – 5

NO – 0

k. Discussion And Possible Action To Consider Resolution No. R-2016-671 Authorizing The City Manager To Submit A Revised Application For Funding From The PY 2016 Allocation Of Bexar County's Community Development Block Grant (CDBG) Program

City Manager Vernon informed Council that Bexar County declined Fred Haise Street and we are now making a recommendation for Pageland and Theodor at total of \$306,283.00 for both streets and the deadline to submit the application is March 31, 2016.

Council Member Romens moved to accept Resolution No. R-2016-671 authorizing the City Manager to submit a revised application for funding from the PY 2016 allocation of Bexar County's Community Development Block Grant (CDBG) Program for Pageland and Theodor; seconded by Mayor Pro-Tem Faulkner.

Mayor Wilson exercised his right to not vote in accordance with Section 2.05 of the City Charter.

The motion carried with a 4-0 vote.

AYES – 4

NO – 0

10. Council Updates:

- a. Planning & Zoning
- b. Buildings & Standards
- c. Crime Control
- d. Beautification & Recycling
- e. Parks & Recreation
- f. Economic Development
- g. Ordinance Review

a. Planning & Zoning – Council Member Romens informed Council there is a vacancy on the Planning and Zoning Commission.

b. Building and Standards – City Manager Vernon said the Commission will meet quarterly.

c. Crime Control – Council Member Pierce said they will meet next week.

d. Beautification & Recycling - Council Member Wilson invited everyone to the Park clean up on March 19.

e. Parks & Recreation – Kelly Wilson invited everyone to the Easter egg hunt on March 20, 2:00 P.M. at Friendship Park.

f. Economic Development – Mayor Wilson said the Committee met on February 25 and discussed having a Workshop on April 9 to invite all the committees to get together to brand the City and discuss ways to reach out. He stated it’s time to get the façade applications out to the businesses.

g. Ordinance Review – Mayor Pro-Tem Faulkner reported the Committee will start Title I at their next meeting, March 29 at 6:00 P.M.

11. 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 Pierce – Asked for an update on pool information. City Manager Vernon said she has received ten applications and most of them are from out of state.

Council Member Wilson – Thanked Reggie Russell and the Planning and Zoning Commission for all the work done on Comprehensive Plan. The children from Hopkins Elementary were happy to see Mayor Wilson at school last week.

Mayor Pro-Tem Faulkner –There is a lack of street lights on FM 78. She said she has heard a rumor that Wagner High School is canceling their prom this year. This could be a chance for Kirby to step up.

Mayor Wilson – Enjoyed being principal for the day at Hopkins Elementary. Judson ISD is putting a bond on the May ballot. He said the schools in Kirby will benefit from this bond. He said the city engineer will provide assistance to the Planning and Zoning Commission to address an ordinance for future design planning. Thanked staff for their hard work and the residents for coming out tonight.

12. Adjournment

The Council meeting adjourned at 9:20 P.M.

Timothy Wilson
Mayor

ATTEST:

Patty Cox, TRMC
City Secretary