

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/WORKSHOP/REGULAR MEETING
THURSDAY, AUGUST 25, 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 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
Council Member Pierce
Council Member Lehman

Council Member Wilson
Council Member Romens

5. Citizen Participation

1. Steve Linscomb, Judson ISD Director of Communications, thanked Mayor Wilson and City Council for their support of the 2016 Bond that passed on May 7, 2016.

6. Consent Agenda

- a. Special Meeting Minutes – August 2, 2016
- b. Regular Meeting Minutes – August 11, 2016
- c. Acceptance Of Quarterly Financial Report – April 2016 Through June 2016

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

7. Presentations

- a. Payroll Week Proclamation

Mayor Wilson introduced Christy Witten and presented her with the Payroll Week Proclamation.

- b. Building And Standards Commission On Abandoned Properties – Jack Major

Jack Major, Chairperson of the Building and Standards Commission, approached Council to bring their attention to properties that are not in compliance with City codes. We need to make these properties a priority. We need to support our code compliance officer, city manager and Building and Standards Commission. He suggested a meeting with Code Compliance, Building Official, City Manager and City Council to discuss the steps involved to clean up Kirby.

8. Public Hearing

- a. Public Hearing To Consider Proposed Budget For 2016-2017 Fiscal Year

Tina Ynfante, Finance Director, provided the proposed tax and budget update. The second public hearing is September 1, 2016, 6:00 P.M. at City Hall. She identified the revenue, expenses, capital outlay, interest and sinking fund overview.

Mayor Wilson opened the public hearing at 7:54 P.M.

Mayor Wilson closed the public hearing at 7:55 P.M.

b. Public Hearing To Consider Proposed Tax Rate Of .729376 For 2016-2017 Fiscal Year

Mayor Wilson opened the public hearing at 7:55 P.M.

Mayor Wilson closed the public hearing at 7:56 P.M.

9. Budget Workshop

a. Presentation, Discussion And Direction Of The Proposed Budget For Fiscal Year 2016-2017

Tina Ynfante, Finance Director, informed Council the latest change to the proposed budget was workers' compensation due to an increase in some sections and a decrease in other sections.

City Manager Vernon informed Council there have been a lot of problems with the phones in City departments. The departments are divided between providers. Some are with Grande Communications and others with Time Warner Cable. We have reached out to Grande Communications and Time Warner Cable to provide a cost to be the sole provider of our phone system. The high end expense is \$55,000 for a complete upgrade by Time Warner Cable, and this includes new phone equipment.

Mayor Wilson requested a meeting with Grande Communication first, because they have been the City's provider for a long time and have supported many of our events. We need to make sure we have phones to use for emergency management.

City Manager Vernon stated the fence for the proposed storage facility on Gaiety is \$36,000.

Mayor Wilson asked staff to provide a cost estimate for lighting and surveillance at the proposed storage facility on Gaiety.

Council Member Romens suggested decreasing the impound fees \$10,000 because they appear optimistically high.

10. Discussion And Possible Action

a. Discussion And Possible Action Regarding Bureau Veritas Inspection Process

Greg Hallmark, Bureau Veritas, provided Council an overview of conducting roof inspections.

b. Discussion And Possible Action To Consider A Subdivision Plat Establishing HARRY HERNANDEZ, D.O. DBA ALAMO OSTEOPATHIC PHYSICIANS & SURGEONS, Lot 8, CB 5091, Being 1.941 Acres Of Land Out Of The Francisco Cadena Survey No. 133, Being The Same 1.941 Acres Of Land Described In Special Warranty Deed Recorded In Volume 8664, Page 891, Official Public Records Of Bexar County, Texas.

Donald Orion, Plat Engineer, was present to answer questions regarding the plat.

Mayor Pro-Tem Faulkner moved to approve the Subdivision Plat establishing HARRY HERNANDEZ, D.O. DBA ALAMO OSTEOPATHIC PHYSICIANS & SURGEONS, Lot 8, CB 5091, being 1.941 acres of land out of the Francisco Cadena Survey No. 133, being the same 1.941 acres of land described in Special Warranty Deed recorded in Volume 8664, Page 891, Official Public Records of Bexar County, Texas; seconded by Council Member Lehman. The motion carried with a 6-0 vote.

AYES: 6

NAYES: 0

c. Discussion And Possible Action On The City Of Kirby's Group Health, Life, And AD&D, Vol. Life, Dental And Vision Insurance For The Plan Year Beginning October 1, 2016

Jenny Haff, Wortham Insurance, informed Council there are two bids being considered for healthcare. The bids are from Humana and United Health Care Insurance. She provided the differences between the two plans. Also, the bids for dental, vision and life were provided by Humana and Principal Financial. She provided the differences between the two plans.

Mayor Wilson asked staff for their recommendation. City Manager Vernon said depending on what the Council decides on the tax rate, Option 2 should be considered.

Mayor Wilson suggested implementing a wellness program.

Mayor Pro-Tem Faulkner moved to accept United Health Care Insurance Option 2 and Dental, Vision, Life through Principal Financial; seconded by Council Member Lehman. The motion carried with a 7 – 0 vote.

AYES: 7

NAYES: 0

- d. Discussion And Possible Action To Consider A Request To A Variance To The Zoning Ordinance For The Construction Of A Carport Built Within The Twenty-Five Foot Front Setback Located At CB 5049A BLK 11 LOT 26; Otherwise Known As 5002 Borchers, City of Kirby, Bexar County, Texas.

Mr. Alan Force, applicant, provided background information for the variance request.

Council Member Romens moved to accept the Variance to the Zoning Ordinance for the construction of a carport built within the twenty-five foot front setback located at CB 5049A BLK 11 LOT 26; otherwise known as 5002 Borchers, City of Kirby, Bexar County, Texas; seconded by Council Member Wilson. The motion carried with a 6-0 vote.

AYES: 6

NAYES: 0

- e. Discussion And Possible Action Regarding Established 2016-2017 Goals For The City Of Kirby

City Manager Vernon shared ideas for continuing the goal for employee retention. The City took the first step with implementing the employee pay scale effective October 1, 2016, maintaining employee healthcare at 100% paid by City, requested a salary increase for all employees FY 2017-2018 because the pay scale applies to some employees, something across the board to make us comparable to other cities, continue employee recognition program, we started years of service recognition last December, employee of the quarter recognition. A new thought which came out of the Employee Incentive Committee created by Mayor Wilson was giving the employee the day off on their birthday incentive. The public works staff received t-shirts for the summer months, shoe/boot allowance for all employees, baseball caps/hats for different departments.

Mayor Pro-Tem Faulkner added another idea for the retention plan is show the benefits package identifying the value of the insurance being paid 100%. Include fun days in the benefit package and the dates the City Manager had activities for staff.

- f. Discussion And Possible Action To Consider City Of Kirby Branding and Marketing Plans

Council Member Romens suggested Council consider marketing the tagline separate from the City seal.

After the discussion, City Manager Vernon confirmed that Council wants to ask Public Alliance to create logo tagline. She informed Council this will take us beyond the September 1, 2016 deadline. The Council concurred marketing the City is more important than enforcing a timeline.

11. Executive Session

- a. Executive Session Pursuant To The Texas Government Code, Section 551.074, Personnel Matters, For Deliberation And Evaluation Of City Manager

Mayor Wilson called Council to convene into executive session at 8:17 P.M.

Council reconvened into open session at 9:11 P.M.

12. Reconvene To Open Session

- a. Discussion And Possible Action On City Manager's Contract

Council Member Lehman moved to extend contract for city manager another two years; seconded by Mayor Pro-Tem Faulkner. The motion carried with a 5-1 vote.

AYES: 5

NAYES: 1 (Council Member Pierce)

13. Department Updates

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

a. Administration – City Manager Vernon stated the contractor will not be able to start painting the water storage tanks until the end of September; therefore, the funds will be placed in the 2016-2017 FY Budget. The cost for the project is \$533,000 and we budgeted \$950,000, so the difference will be placed in the Water Fund Reserves. Republic Services

started replacing old carts on several streets in the City, VIA Bus Stop ribbon cutting is September 2, 2016 at 9:00 A.M., Old Seguin Road in front of Kirby Baptist Church. September 1, 2016 at 6:00 P.M. is the second public hearing on the tax rate. The City of San Antonio scheduled a meeting to address the boundary adjustment on September 19, 2016 to go before the Neighborhoods and Livability Committee.

b. Public Works – Roger Aguillon, Public Works Director informed Council they are spraying mosquitos and weed eating.

c. Finance – This information provided during earlier agenda items.

d. Fire – Chief Riedel provided Council with a recap for the number calls for service for the month, Captain Hilburn conducted a table top exercise for Emergency Management. Assistant Chief Alfaro thanked Mayor Pro-Tem Faulkner for giving a class on Asperger's. She has much knowledge and has a great presentation if anyone wants to invite her to speak.

e. Police – Chief Bois provided the Council with a recap for the number of calls for service for the month, starting with the department report next month we will have a better view of the warrant/traffic officer report.

f. Animal Care Services – January Dugan provided a recap for the number of calls for the month, activities and events.

g. Code Compliance – Chief Bois provided an update on the properties that have been addressed.

14. 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 – Requested scheduling a meeting between Building and Standards Commission and Council for a workshop. She thanked everyone for helping with the first day of school.

Council Member Pierce – Crime Control District met on Tuesday to discuss their budget.

Council Member Grant – The cost for the new sign will be provided at the next meeting.

Council Member Lehman – Asked Chief Bois if there has been any follow up on the vandalism last week. Chief Bois said he will provide Council with an update.

Mayor Pro-Tem Faulkner – The next Ordinance Review Committee meeting is September 7, 2016 at 6:30 P.M. She noticed that some of the new VIA bus stops have trash cans and some do not. The bus stops without trash cans are accumulating trash on the benches. We are fortunate to have a school crossing guard who has been with the City for quite a while.

Mayor Wilson – He asked to place the Wellness Program on next agenda. He asked when the carport ordinance will be coming before Council and regarding the “no parking” ordinance, on 4700-5500 block of Binz Engleman Road include restriction A to the ordinance. He suggested a modified Citizens On Patrol program. He asked staff to schedule a meeting with Grande, and Live Oak Fire Department has invited us to participate in their Fire Prevention Parade. He read two cards he received, one was from Donna Charette thanking the Council for the recognition she received at a recent council meeting and the other from Jo Harvey and Beverly Lay thanking Council for cleaning the curbs and streets.

Council Member Romens said a resident received a phone call inquiring about their security system. This is a scam, contact the police department and don’t answer questions.

City Manager Vernon informed Council that the Public Works staff is going door to door on Binz Engleman asking residents to sign a form addressing the right of way.

Mayor Wilson stated the VFW is hosting a yard sale September 10, 2016 9:00 A.M. to 4:00 P.M.

15. Adjournment

The meeting adjourned at 9:50 P.M.

Timothy Wilson
Mayor

Patty Cox, TRMC
City Secretary