



*Kimberly McGehee Aldrich, Mayor*

Sylvia Apodaca  
Mike Grant  
Mike Martin

Joe Salazar  
Janeshia Grider  
Susan E. Street

---

CITY COUNCIL MINUTES  
REGULAR MEETING  
THURSDAY, JULY 22, 2021 – 7:00 P.M.  
CITY HALL COUNCIL CHAMBER  
112 BAUMAN, KIRBY, TX 78219

---

**1. Call Meeting to Order**

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

**2. Invocation and Pledge of Allegiance to the Flag**

Mayor Aldrich 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 community in a fiscally responsible manner.”

**4. Roll Call**

PRESENT

ABSENT

Mayor Aldrich  
Mayor Pro-Tem Grant  
Council Member Apodaca  
Council Member Salazar  
Council Member Martin  
Council Member Grider  
Council Member Street

**5. Citizen Participation**

**6. Consideration Of And Action On Minutes**

- a. Special Meeting – July 8, 2021
- b. Regular Meeting – July 8, 2021

Council Member Apodaca moved to accept the Minutes of July 8, 2021 Special Meeting and July 8, 2021 Regular Meeting; seconded by Council Member Street. The motion carried with a 7-0 vote.

**7. Presentation**

- a. Recognition Of Municipal Court Clerk

City Manager Vernon recognized Marcus Gonzales for achieving Level 1 Certification as a Texas Municipal Court Clerk.

- b. Bexar County Economic and Community Development Resources, Jo Estrada

Jo Estrada presented the resources available through Bexar County Economic and Community Development Department. They have funds for utility assistance and rental assistance for individuals who meet the requirements.

Robert Reyna, Community Development Department, provided information on grants that are available.

- c. Badge Pinning And Swearing In Of New Police Officer

Interim Chief Cardona introduced Justin Lopez. He received his Police Officer pin and City Secretary swore him in as a new police officer.

**8. General Discussion And Possible Action**

- a. Discussion And Possible Action On Ackerman Road Project Plans And Sewer Repairs, M&S Engineering

Grady Kosub, M&S Engineering, presented the process for the Ackerman Road Project Plans and sanitary sewer recommendations. Mr. Kosub was also available to answer questions from City Council.

Estrella Martinez – She said she is concerned about the ingress/egress to her business on her property on Ackerman Road.

Council Member Salazar moved to approve Sewer Plan #1 Performing point repairs to the existing sewer line and rehabilitate existing manholes - estimated cost - \$185,000 (recommendation (1) has been itemized on the final Cost Estimate for the project); seconded by Mayor Pro-Tem Grant. The motion carried with a 5-2 vote.

AYES: 5                      NAYES: 2 (Council Members Grider and Street)

Council Member Salazar moved to approve Ackerman Road Project plans; seconded by Mayor Pro-Tem Grant. The motion carried with a 6-1 vote.

AYES: 6                      NAYES: 1 (Council Member Martin)

- b. Discussion And Possible Action To Consider Joint Funding With Alamo Area Mutual Housing Association, DBA Alamo Community Group For Explorer Street And Telstar Drive

City Manager Vernon provided the history on this item. There were not any representatives from Alamo Area Mutual Housing Association, DBA Community Group.

Mayor Pro-Tem Grant moved to postpone this item; seconded by Council Member Salazar.

- c. Discussion And Possible Action On Ordinance No. O-2021-898 Authorizing The City To Enter Into An Agreement For Ambulance (EMS) Billing Services And Authorizing The Mayor Or The City Manager To Execute Such Agreement. This Is The First Reading.

Fire Chief Hilburn presented the bids that were received.

1. Ambulance Billing Systems (ABS)
2. ZOLL – (Reporting Software, not an EMS billing Service)
3. Emergicon Billing
4. Fire Recovery
5. Specialized Billing (current provider)
6. Quick Med Claims (Kirby too small to work with at current time)
7. Texas EMS Billing (No Contact)

After discussing the different rates for the companies, Mayor Pro-Tem Grant moved to accept Ordinance No. O-2021-898 authorizing the City to enter into an agreement with Specialized Billing Systems for Ambulance (EMS) Billing Services with a 9% reporting fee and

authorizing the Mayor or the City Manager to execute such agreement; seconded by Council Member Martin. The motion carried with a 7-0 vote.

AYES: 7

NAYES: 0

- d. Discussion And Possible Action On Potential Changes To Ordinance No. O-2018-847 Including A Revision To Sewer Service Charges And Providing For A Penalty.

Michael Ives, Public Works Director, presented the proposed changes to the ordinance.

The changes approved by Council are as follows:

\$100 unauthorized use of water; \$200 reconnection fee; new commercial accounts \$300 deposit; fees for meter and impact fees. The meter and impact fees are as follows:

Utilities Service Fees (Impact Fees)

\$750.00 Meter Fee

\$162.00 Water Impact Fee (Ord 90-462) 150.14

\$633.60 Sewer Impact Fee (Ord 90-462) 150.41

Water Service Fee should be for a 5/8 Meter

Flow Impact \$1,188.00

System Development Impact \$855.00

Water Supply Impact Fee \$2,706.00

Sewer Service Fees:

Collection Component Fee \$520.00

Treatment Component Fee \$651.00

Service Fee \$633.60

City Manager Vernon informed Council the updated ordinance will be placed on the next regular Council agenda.

- e. Update And Discussion On 2021 July 4<sup>th</sup> Fireworks in the Park Celebration

City Manager Vernon provided a re-cap on the event. Revenue from sponsors and parking - \$19,670.00 and expenses - \$14,363.48.

- f. Discussion And Possible Action On Appointing Up To Four Alternate Members To The Building And Standards Commission.

One application was submitted by Jakub Kosiba volunteering to serve on the Building and Standards Commission. Mr. Kosiba was available to answer questions.

Mayor Pro-Tem Grant moved to appoint Jakub Kosiba as an alternate member to the Building and Standards Commission; seconded by Council Member Apodaca. The motion carried with a 7-0 vote.

AYES: 7

NAYES: 0

- g. Discussion And Possible Action On Appointment Of A Member To The Beautification And Recycle Committee.

There were not any applications.

- h. Discussion And Possible Action On Reappointing Julie Hinojosa And Clay McBee To The Planning And Zoning Commission

Council Member Apodaca moved to reappoint Julie Hinojosa and Clay McBee to the Planning and Zoning Commission with terms expiring August 2023; seconded by Council Member Grider. The motion carried with a 7-0 vote.

AYES: 7

NAYES: 0

- i. Update, Discussion And Possible Action On American Rescue Plan Act Funds

City Manager Vernon presented the current information on the American Rescue Plan Act funds.

City Council concurred for the first year the funds could be used for water/sewer, Gaiety Lane and fire hydrants.

- j. Discussion And Possible Action On City Of Kirby Employee Pay Scale and Compensation

City Manager Vernon included in the packet a copy of the current employee pay scale and compensation. City Council discussed the information.

- k. Discussion And Possible Action On Selecting Up To Three Council Members To Attend The Texas Municipal League Conference October 6-8, 2021 In Houston

Council Member Salazar moved that Council Members Grider, Apodaca and Martin attend the Texas Municipal League Conference October 6-8, 2021 in Houston; seconded by Mayor Pro-Tem Grant. The motion carried with a 6-1 vote.

AYES: 6

NAYES: 1 (Council Member Street)

**9. City Manager Announcements**

a. Announcements On City Events And Items Of Community Interest.

City Manager Vernon provided dates for upcoming budget meetings and announced National Night Out will be on October 5, 2021 6-8 P.M. at Friendship Park.

**10. Request 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 Interest

Council Member Grider – She spoke about her ride along with the police staff and expressed how proud she is of the Police Department, the need for house numbers, road conditions and mixed-use district. She thanked staff or what they do.

Council Member Street – She thanked everyone who attended the Town Hall meeting on Saturday. The next Town Hall meeting will be on August 5, 6:00 -8:00 P.M. She asked everyone to be safe.

Council Member Apodaca – She inquired about overgrown bush obstructing drivers' view when they are at a traffic sign, can neighbors cut it if the house is vacant?

Council Member Martin – He inquired about an update to revive the Park and Recreation Committee/Foundation and asked that it be placed on an agenda. The Senior Center is having a Luau tomorrow at 11:30 – noon tomorrow. He went on a ride along with the police staff and he expressed how proud he is of the Police Department. He inquired about the repairs to damage to the road on Michael Collins and Alan Shepard caused by the installation of fiber optics.

Mayor Aldrich – She thanked Council Member Street for attending the last NE Partnership to represent the City, the donation drop box is a mess at a local business. She thanked everyone for attending the meeting.

**11. Adjournment**

The meeting adjourned at 10:03 P.M.

---

Kim Aldrich, Mayor

ATTEST

---

Patty Cox, City Secretary, TRMC