

**Written Minutes for the  
Regular City Council Meeting  
Held on May 21, 2020  
7:00 PM**

**IN THE INTEREST OF PUBLIC HEALTH & SAFETY, PLEASE DO NOT COME TO THE CITY HALL. IT IS CLOSED. THIS IS A REMOTE MEETING.**

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At any time during the City Council Meeting, the City Council may meet in executive session for consultation concerning attorney-client matters (real estate, litigation, contracts, personnel, and security).

**I. City Council will convene for a Regular Meeting via free of charge video/audio conferencing at 7:00 pm May 21, 2020.**

<b>Call to Order</b>			
	The meeting is called to order at	<b>7:05 PM</b>	by Mayor Michael J. Gonzales
<b>Pledge of Allegiance</b>			
<b>Invocation</b>			by Councilmember Maldonado
<b>Roll Call</b>			
Mayor	Michael J. Gonzales		Present by Video
Councilmember Place 1	Tracy Riojas		Present by Video
Councilmember Place 2	Tommy Hicks		Present by Video
Councilmember Place 3	Hipolito "Polo" Maldonado		Present by Video
Councilmember Place 4	Manuel Decena		Present by Video
Councilmember Place 5	Linda Pena Ortiz		Present by Video

Also, present City Administrator Cody Dailey, City Secretary Roxanne De Leon, City Attorney Mike Guevara, and Police Chief Marco Pena.

**Citizens Participation**

**George Dziuk**

Knights of Columbus will be donating PPE to Wilson County Fire Station, Bexar County ESD #10 and the Elmendorf Police Department.

**II. Police Department Update**

Chief of Police Marco Pena advises City Council the statistics are provided but notes the typo on the amount of cases is actually at a total of 941 cases year to date. There has been a tremendous increase in sexual assault cases.

**III. Mayor and City Council Comments**

**Councilmember Decena**

Extends appreciation to the police department for the recent incident that the Mayor and himself had needed assistance with. The police department responded and it led to an arrest. Mayor Gonzales concurs and thanks Police Chief Pena. Furthermore, Councilmember Decena appreciates Mr. Dailey keeping the City Council informed and Ms. De Leon for going the extra mile by delivering the meeting packets.

**Councilmember Hicks** States he has no complaints as Mr. Dailey and Ms. De Leon have kept everyone updated.

**Councilmember Maldonado** Mr. Dailey has been on top of everything and kept everyone alert.

**Councilmember Ortiz** Concurs that Mr. Dailey and Ms. De Leon are doing an amazing job and would like to thank the staff and the police department. They are going above and beyond during these difficult times.

**Mayor Gonzales** Everyone has been getting bombarded with what is going on and appreciates everyone pulling together as a team.

**General Business – Consent Agenda**

1. Adoption and approval of the city council minutes from April 16, 2020.
2. Approval of the previous month’s bills paid and financial reports.

Councilmember Maldonado inquires the financial outlook for the city at this time. Mr. Dailey states the projects and plans the city had for this current budget are obtainable but next year’s budget is where we will feel the impact of COVID-19. Halliburton has closed their sand plant so there will be a significant decrease in sales tax revenue. The mayor has implemented a hiring freeze on the police investigator, a police officer and a maintenance position. Councilmember Maldonado asks the status of the receivables of water payments. Mr. Dailey states the past due accounts have increased by 266% since the city has suspended shutoffs and penalties. Water Clerk David Flores has sent notice to past due customers encouraging payment before the suspension is lifted.

Councilmember Decena motions to approve all two (2) items on the General Business – Consent Agenda. Councilmember Maldonado seconds and a vote is called.

Yay	Nay	Abstain
Councilmember Riojas		
Councilmember Hicks		
Councilmember Maldonado		
Councilmember Decena		
Councilmember Ortiz		

The motion to approve all two (2) items on the General Business – Consent Agenda is passed on a unanimous vote with all five (5) councilmembers in favor.

**IV. General Business – Individual Consideration**

3. Announcement and discussion of the easing of some COVID-19 related restrictions by the Mayor. This includes limited opening of the lobby effective June 1 (with restrictions) and opening of the park, but leaving playground equipment closed.

Mayor Gonzales recommends only allowing two people in the lobby at a time and requiring a mask to enter. Also recommends opening of the walking trail but leaving the equipment closed. The equipment would include tables, benches, basketball court, playground and workout equipment.

Councilmember Hicks suggests allowing people in by appointment only. A phone number would be posted on the door for a customer to call when they arrive. They will remain in vehicle until the lobby is clear to allow the next customer in.

Councilmember Ortiz asks if a credit machine can be obtained for the municipal court to accept payments and eliminate the foot traffic coming into lobby. Mr. Dailey states the issue he would have is the court would not collect 100% of payments remitted as there will be fees attached to the transaction from the merchant account. A fee would have to be passed by ordinance in order for the city to be reimbursed for the credit card service rendered. City Attorney Mike Guevara will draft the ordinance for presentation at the next city council meeting.

4. Discuss and possible action regarding Resolution 05-21-2020-1R appointing Dr. C. Junda Woo, the San Antonio Metropolitan Health District Director and health authority as the City of Elmendorf Health Authority.

Councilmember Decena motions to approve Resolution 05-21-2020-1R appointing Dr. C. Junda Woo, the San Antonio Metropolitan Health District Director and health authority as the City of Elmendorf Health Authority. Councilmember Ortiz seconds and a vote is called.

Yay	Nay	Abstain
Councilmember Riojas		
Councilmember Hicks		
Councilmember Maldonado		
Councilmember Decena		
Councilmember Ortiz		

The motion to approve Resolution 05-21-2020-1R appointing Dr. C. Junda Woo, the San Antonio Metropolitan Health District Director and health authority as the City of Elmendorf Health Authority is passed on a unanimous vote with all five (5) councilmembers in favor.

5. Discuss and possible action regarding City of Elmendorf Water Project – Change Order number 2, deleting well #11 and adding larger pumps on wells 8, 9, and 10.

City Engineer Garry Montgomery had anticipated four wells for the project but well #11 did not perform as the other three wells. The elimination of this well would decrease the project cost by \$234,213.00. The oversizing of the pumps on the other three wells would make up most of the difference.

Councilmember Ortiz motions to approve City of Elmendorf Water Project – Change Order number 2, deleting well #11 and adding larger pumps on wells 8, 9, and 10. Councilmember Maldonado seconds and a vote is called.

Yay	Nay	Abstain
Councilmember Riojas		
Councilmember Hicks		
Councilmember Maldonado		
Councilmember Decena		
Councilmember Ortiz		

The motion to approve City of Elmendorf Water Project – Change Order number 2, deleting well #11 and adding larger pumps on wells 8, 9, and 10 is passed on a unanimous vote with all five (5) councilmembers in favor.

- Discuss and possible action on the re-platting of Lot #22 Elm Arbor Ranchettes, located at 17909 CR 163, property ID: 159992 for Manuela Cervantes.

The replat has been reviewed by city engineer Garry Montgomery and recommends approval. City Secretary Roxanne De Leon has been working with the property owners for several months and states the reason for the replat is so they may have family members move onto the second lot.

Councilmember Hicks motions to approve the re-platting of Lot #22 Elm Arbor Ranchettes, located at 17909 CR 163, property ID: 159992 for Manuela Cervantes. Councilmember Ortiz seconds and a vote is called.

Yay	Nay	Abstain
Councilmember Riojas		
Councilmember Hicks		
Councilmember Maldonado		
Councilmember Decena		
Councilmember Ortiz		

The motion to approve the re-platting of Lot #22 Elm Arbor Ranchettes, located at 17909 CR 163, property ID: 159992 for Manuela Cervantes is passed on a unanimous vote with all five (5) councilmembers in favor.

- Discuss and possible action regarding Ordinance 05-21-2020-1, amending the fiscal year 2019-2020 official budget, adopted by ordinance 9-19-2019-1, providing a cumulative clause; providing a severability clause; and providing an effective date.

The budget amendment includes the changes due to the economic fallout from the COVID-19 pandemic. Mr. Dailey states it takes into consideration the hiring freeze, the wastewater treatment plant acquisition, and a thermal camera that takes temperatures. Mr. Dailey explains this automated camera would eliminate the need of having a person stationed in the lobby to take temperatures as they come in. The equipment is \$18,000.00 but this may help the public feel more comfortable coming into the lobby to conduct business or appear in the municipal court for their hearing.

Councilmember Hicks feels this would benefit the police department as well when they are bringing people in. Mr. Dailey advises City Council if they would go with that option, the additional camera would \$8,900.00. Councilmember Ortiz states this device would be purchased to avoid having someone stationed to take temperatures but someone would also have to monitor this camera for alerts. Also, the lobby is very small, so a person identified with a temperature would already be in the building and spreading the virus. Councilmember Ortiz points out that not everyone with COVID-19 has a temperature and that this camera could be considered an invasion of privacy. Councilmember Ortiz has taken a poll with citizens in regards to purchasing this type of camera and states they do not support the purchase. Major companies such as Wal-Mart, HEB, and hospitals do not take temperatures with their high amount of foot traffic and this camera is not FDA approved. The city is amending its budget due to COVID-19 and Halliburton closing so we need to be watching our money. Councilmember Maldonado agrees that this is too much money at this time. Councilmember Riojas believes implementing other procedures to keep staff and citizens safe would be best at this time. Councilmember Hicks suggests looking into grants that may be available to obtain the equipment.

Councilmember Ortiz motions to approve Ordinance 05-21-2020-1, amending the fiscal year 2019-2020 official budget, adopted by ordinance 9-19-2019-1, providing a cumulative clause; providing a

severability clause; and providing an effective date; excluding the thermal imaging camera equipment in the capital acquisition budget. Councilmember Riojas seconds and a vote is called.

Yay	Nay	Abstain
Councilmember Riojas		
Councilmember Hicks		
Councilmember Maldonado		
Councilmember Decena		
Councilmember Ortiz		

The motion to approve Ordinance 05-21-2020-1, amending the fiscal year 2019-2020 official budget, adopted by ordinance 9-19-2019-1, providing a cumulative clause; providing a severability clause; and providing an effective date; excluding the thermal imaging camera equipment in the capital acquisition budget is passed on a unanimous vote with all five (5) councilmembers.

**V. Adjournment**

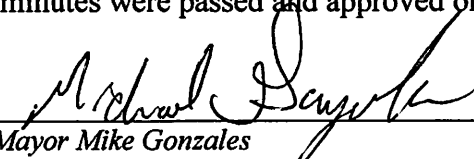
Councilmember Ortiz motions to adjourn the Regular City Council Meeting. Councilmember Maldonado seconds and a vote is called.


Yay	Nay	Abstain
Councilmember Riojas		
Councilmember Hicks		
Councilmember Maldonado		
Councilmember Decena		
Councilmember Ortiz		

The motion to adjourn the Regular City Council Meeting is passed on a unanimous vote with all five (5) councilmembers in favor.

Regular City Council Meeting is adjourned at: 8:22 PM

The minutes were passed and approved on: June 18, 2020

  
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 Mayor Mike Gonzales

  
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 Attest: City Secretary Roxanne De Leon