

**Written Minutes for the
Regular City Council Meeting
Held on December 14, 2017
7:00 PM
Elmendorf City Hall
8304 FM 327
Elmendorf, Texas 78112**

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 City Council Meeting at the Elmendorf City Hall at 7:00 pm December 14, 2017.

Call to Order

The meeting is called to order at 7:00 PM by Mayor Gonzales.

Pledge of Allegiance

Invocation

by Chaplain David Kirk.

Roll Call

Mayor	Michael J. Gonzales	Present
Alderman Place 1	Tracy Riojas	Present
Alderman Place 2	R.M. "Andy" Anderson	Present
Alderman Place 3	Hipolito "Polo" Maldonado	Present
Alderman Place 4	Richard B. Rodriguez	Present
Alderman Place 5	Linda Pena Ortiz	Present

Also, present City Administrator Cody Dailey, City Secretary Roxanne De Leon, City Attorney Mike Guevara, and Police Chief Marco Pena. Chaplain David Kirk, Officer Palomo and Officer Guillen were also present.

Citizens Participation

No comments for participation.

II. Mayor and City Council Comments.

Mayor Gonzales	Thanks everyone who participated in the Christmas event and that it was a huge turnout.
Alderman Maldonado	Apologizes for not attending the Christmas in the Park Parade as he had come down with sickness.

III. General Business – Consent Agenda

The items under the consent agenda are deemed by the City to be routine in nature and will be approved by one motion adopting the staff findings and recommendation as part of the approval. The items on the consent agenda will not be discussed. Any member of the City Council desiring to discuss an item on the consent agenda may request that it be removed and placed on the individual consideration agenda to be heard at the beginning of that section of the agenda. Similarly, members of the public may also request that any item on the consent agenda be discussed in the individual consideration section by noting the item they want moved on the public comments sign-up sheet located at the front of the hall.

Mayor Gonzales removes Item #3 to General Business Individual Consent.

1. Adoption and approval of the city council minutes from November 9, 2017.
2. Approval of the previous month's bills paid and financial reports.

Alderman Ortiz motions to approve the two (2) items from the General Business – Consent Agenda. Alderman Anderson seconds and a vote is called.

Yay	Nay	Abstain
Alderman Riojas		
Alderman Anderson		
Alderman Maldonado		
Alderman Rodriguez		
Alderman Ortiz		

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

IV. General Business – Individual Consideration

3. Adoption and approval of Resolution 12-14-2017-1R authorizing the Mayor or City Attorney to execute documents related to the purchase of property located in Elmendorf, Texas.

City Administrator Cody Dailey recommends passing this item as he may be out of town. This would allow attorney or mayor to execute documents.

Alderman Rodriguez motions to approve Resolution 12-14-2017-1R, authorizing the Mayor or City Attorney to execute related to the purchase of property located in Elmendorf, Texas. Alderman Anderson seconds and a vote is called.

Yay	Nay	Abstain
Alderman Riojas		
Alderman Anderson		
Alderman Maldonado		
Alderman Rodriguez		
Alderman Ortiz		

The motion to approve Resolution 12-14-2017-1R, authorizing the Mayor or City Attorney to execute related to the purchase of property located in Elmendorf, Texas is passed on a unanimous vote with all five (5) councilmembers in favor.

4. Adoption and approval of Resolution 12-14-2017-2R, establishing fees for municipal services.

Alderman Anderson asks if increasing the fees can wait until a later time. City Administrator Cody Dailey states that establishing the increase would protect the city from falling behind. Alderman Anderson thinks some of the other fees for municipal services are ridiculous. Alderman Maldonado asks if we are charging for more than just what SAWS is charging and how were the rates figured. Mr. Dailey explains that the city does not only pay the water bill to SAWS but also to maintain the water system. From what we charged last fiscal year, only \$60,000 was left over from the expenses. Alderman Rodriguez asks if that extra revenue could be used to give a break to the people. Mr. Dailey explains those funds are to be used for possible emergency repairs. Mayor Gonzales would like to send out a letter explaining the increase.

Alderman Ortiz motions to approve Resolution 12-14-2017-2R, establishing fees for municipal services effective on January's bill. Alderman Riojas seconds and a vote is called.

Yay	Nay	Abstain
Alderman Riojas		
Alderman Anderson		
Alderman Maldonado		
Alderman Rodriguez		
Alderman Ortiz		

The motion to approve Resolution 12-14-2017-2R, establishing fees for municipal services effective on January's bill is passed on a unanimous vote with all five (5) councilmembers in favor.

5. Recap 2017 Christmas in the Park Parade and Celebration.

Alderman Ortiz states the Christmas event has grown over the last few years with sixty (60) parade lineup entries and twenty-one (21) vendors. Thanks City Council, staff, and police officers in the joint effort and participating. Thanks Alderman Rodriguez for being co-chairman. City Administrator Cody Dailey presents the footage taken from the drone video.

6. Discuss and possible action regarding the application for an EForce Grant for a Records Management System software for the Police Department.

Chief Marco Pena goes back to the parade saying it was awesome. Introduces new reserve officer, Brigido Guillen. Officer Guillen has two years of experience and states he likes the community as it looks close knit. Chief Pena explains that Bexar County Sheriff's Department has promised to share its software with the city to maintain police records on one database. They are going with a software based in Canada that may take up to December 2018 before they go live. The Elmendorf Police Department needs to be compliant right away with the Sandra Bland Act and other new legislatures that have passed. At this time, the department is only using Microsoft Office to maintain their records to share data and maintain reports. A representative of EForce, Susie Hammond states the software is \$53,000 but there is a grant for it that will fund it 100%. The company has grant writers that will assist the police department with the process the whole way. In 2009, DPS chose EForce as one of the top three vendors. The software includes an interface into the ticket writer and will maintain racial profiling and evidence. Besides the initial cost, there is \$3,500.00 annual maintenance fee.

Alderman Rodriguez would like to implement this service but would want to drop out if the city does not get approved for the grant. Ms. Hammond says there is no commitment. Even if the city gets approved, the city can use the grant towards another records management company. Mr. Dailey confirms with Ms. Hammond that the city will not have to pay for the grant writing process if the city somehow does not get approved. City Attorney Mike Guevara confirms there is not a contract for beginning the grant writing process.

Alderman Ortiz motions to authorize Chief Marco Pena to submit the grant. Alderman Maldonado seconds and a vote is called.

Yay	Nay	Abstain
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Alderman Riojas
Alderman Anderson
Alderman Maldonado
Alderman Rodriguez
Alderman Ortiz

The motion to authorize Chief Marco Pena to submit the grant is passed on a unanimous vote with all five (5) councilmembers in favor.

7. Discussion and possible action for future amendments to zoning ordinance allowing for map amendment waivers, residential classifications and creation of a historic zone.

Planning and Zoning Commissioner Mike Hyatt requests the City Council to consider allowing citizens who owned property prior to the zoning ordinance to place a mobile home on their property without making a permanent change to the zoning map. Also, in regards to a home's minimum size requirement, he asks the City Council to consider decreasing the square footage for small lots. For instance, old town Elmendorf has lots that are very small and not very wide. The current ordinance mandates 1,500 square feet but small homes are very popular right now. A 400-square foot home may be more affordable and fit the plot size well. There's no incentive to build a 1,500-square foot home when there's no consistency where the area will always be residential. If a new owner were to purchase the property after the zoning ordinance was passed, they would be required to follow the site built home rule. City Attorney Mike Guevara recommends excluding Butterfield, Elmendorf Estates, and the Dickie Clay property and requiring a conditional use.

Mr. Hyatt says there are many properties that have historical homes that have been there since the railroad times. Mr. Hyatt is afraid that they are in danger of being demolished one day. It would be ideal for the city to save them and maybe move them to city owned property and restored.

Alderman Ortiz motions to direct staff to draft an ordinance to allow map amendment waiver. Alderman Rodriguez seconds and a vote is called.

Yay	Nay	Abstain
Alderman Riojas		
Alderman Anderson		
Alderman Maldonado		
Alderman Rodriguez		
Alderman Ortiz		

The motion to direct staff to draft an ordinance to allow a map amendment waiver is passed on a unanimous vote with all five (5) councilmembers in favor.

8. Discuss and possible action regarding a month-to-month contract with Anthony Vain for temporary use of his K9 vehicle.

Officer Vain is a full-time officer and he would like to have his partner with him. The month to month lease may last for months until one of the defenders is converted to a k9 unit.

Alderman Maldonado motions to approve a month-to-month contract with Anthony Vain for temporary use of his K9 vehicle. Alderman Ortiz seconds and a vote is called.

The minutes were passed and approved on:

January 11, 2018



Mayor Mike Gonzales

Attest:



City Secretary Roxanne De Leon