

**Written Minutes for the  
Special City Council Meeting  
Held on August 27, 2020  
6:00 PM  
Elmendorf City Hall  
8304 FM 327  
Elmendorf, Texas 78112**

 ORIGINAL

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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 Special City Council Meeting at the Elmendorf City Hall at 6:00 pm August 27, 2020.**

**Call to Order**

The meeting is called to order at **6:08 PM** by Mayor Michael J. Gonzales.

**Pledge of Allegiance**

**Invocation**

by Councilman Hipolito "Polo" Maldonado

**Roll Call**

|                      |                           |                      |
|----------------------|---------------------------|----------------------|
| Mayor                | Michael J. Gonzales       | Present              |
| Councilwoman Place 1 | Tracy Riojas              | Present by Telephone |
| Councilman Place 2   | Tommy Hicks               | Present              |
| Councilman Place 3   | Hipolito "Polo" Maldonado | Present              |
| Councilman Place 4   | Manuel Decena             | Absent               |
| Councilwoman Place 5 | Linda Pena Ortiz          | Present              |

Also, present City Administrator Cody Dailey, City Secretary Roxanne De Leon, Police Chief Marco Pena, Court Clerk Angie Mojica, and City Engineer Garry Montgomery.

**Citizens Participation**

No citizens for participation.

**II. General Business**

1. Conduct and discuss a budget workshop for fiscal year 2020-2021.

Mayor Gonzales announces this item will move down as Item #3.

City Administrator Cody Dailey states the proposed budget is very lean. There will not be any new vehicles or heavy equipment to purchase. The city will remain in a hiring freeze with no new positions added. There will not be salary increases to anyone. The two major factors that affected this budget was the loss of income due to COVID. Halliburton closed their sand plant causing the sales tax income to decrease. The Municipal Court lost revenue due to a reduction in traffic enforcement. There is \$1.3 million dollars in planned revenues for the administration and police department fund. The expenses at \$1.2 million, leaving a positive net income of almost \$76,000.00. The water revenue at projected at \$1.7 million with expenses of \$1.2 million, leaving a positive net income of almost \$500,000.00.

Councilmember Maldonado said he hopes to increase salaries next year. Councilmember Ortiz said everyone has worked so hard and gone beyond job description. Appreciates what everyone has done but



also very thankful we did not have to let anyone go. Councilmember Maldonado would like to pave Adkins-Elmendorf, not because his son just built a home there, but because there is a citizen that always approaches him about the road. City Administrator Cody Dailey reports the budget for roads will be at \$50,000.00. Councilmember Ortiz would like to see a list of the unpaved roads to determine which roads have the most need and traffic. City Engineer Garry Montgomery can generate a map of those roads and forward to City Council so they may plan out their road projects.

Chief Pena asks the council to bear with him as they are picking up their policing after this COVID shutdown. The police department is down two officers so there will no longer be 24/7 police coverage. He plans to have a meeting with Bexar County Sheriff Javier Salazar to advise him of his staff shortage and the Bexar County deputies may be called out more often for assistance.

No action taken.

2. Discuss and possible action regarding the acceptance of an engagement letter from Wayne Beyer and Associates for the audit of 2019-2020 fiscal year financials.

Councilmember Maldonado motions acceptance of an engagement letter from Wayne Beyer and Associates for the audit of 2019-2020 fiscal year financials. Councilmember Hicks seconds and a vote is called.

| Yay                     | Nay | Abstain |
|-------------------------|-----|---------|
| Councilmember Riojas    |     |         |
| Councilmember Hicks     |     |         |
| Councilmember Maldonado |     |         |
| Councilmember Ortiz     |     |         |

The motion acceptance of an engagement letter from Wayne Beyer and Associates for the audit of 2019-2020 fiscal year financials is passed on a unanimous vote with all four (4) councilmembers in favor.

3. Discuss and possible action regarding the timing of putting Elmendorf wells into service and offsetting SAWS purchases in 2021.

City Engineer Garry Montgomery states the city has the option of putting the wells online and blending twenty to twenty-five percent of the water pumped with SAWS water. The city can then decrease the acre feet purchased from SAWS to 190. The cost of purchasing 190-acre feet is already projected in the proposed budget. The city will be ready to be on its own system by 2022, further decreasing the purchase of SAWS water to 40-acre feet. The cost of 40 acre is approximately \$117,000.00.

Councilmember Ortiz motions to approve the option of blending at twenty to twenty-five percent. Councilmember Hicks seconds and a vote is called.

| Yay                     | Nay | Abstain |
|-------------------------|-----|---------|
| Councilmember Riojas    |     |         |
| Councilmember Hicks     |     |         |
| Councilmember Maldonado |     |         |
| Councilmember Ortiz     |     |         |

The motion to approve the option of blending at twenty to twenty-five percent is passed on a unanimous vote with all four (4) councilmembers in favor.

4. Discuss and possible action regarding the initial setting of the 2020-2021 tax rate in anticipation of the final vote on 17 September 2020.

City Administrator Cody Dailey explains the proposed tax rate is to stay at the same rate of \$0.461289 per \$100.00 valuation.

Councilmember Hicks motions to approve the tax rate of \$0.461289 per \$100.00 valuation. Councilmember Ortiz seconds and a vote is called.

| Yay                     | Nay | Abstain |
|-------------------------|-----|---------|
| Councilmember Riojas    |     |         |
| Councilmember Hicks     |     |         |
| Councilmember Maldonado |     |         |
| Councilmember Ortiz     |     |         |

The motion to approve the tax rate of \$0.461289 per \$100.00 valuation is passed on a unanimous vote with all four (4) councilmembers in favor.

### III. Adjournment

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

| Yay                     | Nay | Abstain |
|-------------------------|-----|---------|
| Councilmember Riojas    |     |         |
| Councilmember Hicks     |     |         |
| Councilmember Maldonado |     |         |
| Councilmember Ortiz     |     |         |

The motion to adjourn the Special City Council Meeting is passed on a unanimous vote with all four (4) councilmembers in favor.

Special City Council Meeting is adjourned at:

7:44 PM

The minutes were passed and approved on:

September 17, 2020

  
\_\_\_\_\_  
Mayor Mike Gonzales

Attest:

  
\_\_\_\_\_  
City Secretary Roxanne De Leon

