

**Written Minutes for the  
Regular City Council Meeting  
Held on June 18, 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.**

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 June 18, 2020.**

<b>Call to Order</b>			
	The meeting is called to order at	<b>7:06 PM</b>	by Mayor Michael J. Gonzales
<b>Pledge of Allegiance</b>			
<b>Invocation</b>			by City Attorney Mike Guevara.
<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		Absent
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, Police Chief Marco Pena, and City Engineer Garry Montgomery.

**Citizens Participation**

**No participation from citizens.**

**II. Mayor and City Council Comments**

- Councilmember Hicks** Praying during these trying times as people are having a hard time with quarantine and feeling edgy about social distancing. Grateful for the police department.
- Councilmember Decena** Grateful to the police department for dealing with everything during these trying times.
- Councilmember Ortiz** Thinks things may get worse and encourages everyone to hang in here and thanks staff for all they do.
- Mayor Gonzales** Appreciates staff and police department. Believes we will succeed because we have a good team.

**III. General Business – Consent Agenda**

1. Adoption and approval of the city council minutes from May 21, 2020.
2. Approval of the previous month's bills paid and financial reports.
3. Approval of Resolution 6-18-2020-1R, an Interlocal Agreement to accept Federal Coronavirus relief funds from the County of Bexar.



- Approval of an Interlocal Agreement regarding the designation of a Health Authority.

Councilmember Decena motions to approve all four (4) items on the General Business – Consent Agenda. Councilmember Hicks seconds and a vote is called.

Yay	Nay	Abstain
Councilmember Riojas		
Councilmember Hicks		
Councilmember Decena		
Councilmember Ortiz		

The motion to approve all four (4) items on the General Business – Consent Agenda is passed on a unanimous vote with all four (4) councilmembers in favor.

Councilmember Hicks references Item #3, stating there is a potential liability where the city might have to share a cost with other suburban cities.

#### IV. General Business – Individual Consideration

- Announcement and discussion of the easing of some COVID-19 related restrictions by the Mayor. This includes reopening the playground equipment at the park effective July 1, 2020.

Mayor Gonzales states he will wait to see what the number of increased cases will look like closer to July 1<sup>st</sup> to determine if he will reopen the city park. The City Council concurs with waiting.

- Discuss and possible action regarding possible approval of the Elmendorf Economic Development Corporation’s amended 2019-2020 budget.

Councilmember Decena motions to approve the Elmendorf Economic Development Corporation’s amended 2019-2020 budget. Councilmember Hicks seconds and a vote is called.

Yay	Nay	Abstain
Councilmember Riojas		
Councilmember Hicks		
Councilmember Decena		
Councilmember Ortiz		

The motion to approve the Elmendorf Economic Development Corporation’s amended 2019-2020 budget is passed on a unanimous vote with all four (4) councilmembers in favor.

- Discuss and possible action regarding the selection of a Mayor Pro-Tempore.

Councilmember Ortiz motions to select Councilmember Hicks for Mayor Pro-Tempore. Councilmember Riojas seconds and a vote is called.

Yay	Nay	Abstain
Councilmember Riojas		
Councilmember Hicks		
Councilmember Decena		



Councilmember Ortiz		
---------------------	--	--

The motion to select Councilmember Hicks for Mayor Pro-Tempore is passed on a unanimous vote with all four (4) councilmembers in favor.

- 8. Discuss and possible action regarding the selection of a chairperson for the National Night Out event for October 6, 2020 and discussions regarding the type of celebration and venue due to the COVID-19 concerns.

Councilmember Ortiz motion to select Chief Marco Pena as chairperson for the National Night Out event for October 6, 2020. Councilmember Hicks seconds.

Mayor Gonzales asks Chief Pena and Council on suggestions they may have on how to conduct such an event during the pandemic. Chief Pena suggests running a parade through the city streets and handing food and promotional items. Councilmember Riojas has concerns if the city will be able to pass through all city streets, if there will be enough supplies to hand out, and if citizens will be home when the parade occurs. Chief Pena states Elsa Martinez will be serving as his co-chairperson.

Councilmember Maldonado joins the meeting at 7:28 PM.

City Administrator Cody Dailey states there will be additional funds available to go towards the food as there will not be any activities at the park.

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

- 9. Discuss and possible action regarding the Christmas in the Park parade and celebration on December 5, 2020 and discussions regarding the type of celebration and venue due to COVID-19 concerns.

Councilmember Ortiz comments not only a chairperson would need to be selected but also a firm date to decide whether the event should be cancelled or not. Mayor Gonzales decides September 24<sup>th</sup> as the final date to decide on cancellation.

Councilmember Maldonado motions to select Councilmember Riojas as chairperson for the Christmas in the Park parade and celebration. Councilmember Riojas appreciates the nomination but feels she may not have as much time as Councilmember Ortiz might have.

Councilmember Riojas motions to select Councilmember Ortiz as chairperson for the Christmas in the Park parade and celebration with Councilmember Riojas as co-chairperson. Councilmember Hicks seconds and a vote is called.

Yay	Nay	Abstain
Councilmember Riojas		
Councilmember Hicks		
Councilmember Maldonado		



Councilmember Decena		
Councilmember Ortiz		

The motion to select Councilmember Ortiz as chairperson for the Christmas in the Park parade and celebration with Councilmember Riojas as co-chairperson is passed on a unanimous vote with all five (5) councilmembers in favor.

10. Discuss and possible action on the selection of logo for the elevated storage tank.

City Engineer Garry Montgomery states the train logo will not be funded by the Texas Water Development Board. The name of the city with a seal may be included but such artwork for the train logo would be an additional \$10,000.00 which the city would have to pay for out of pocket. The tank manufacturer noted concerns of how the logo would weather and touchups would be necessary throughout the years.

Councilmember Ortiz motions to select the train logo for the elevated storage tank. Councilmember Maldonado seconds and a vote is called.

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

The motion to select the train logo for the elevated storage tank is passed on a unanimous vote with all five (5) councilmembers in favor.

11. Discuss and possible action regarding re-implementing utility shut-off's for non-payment of utility bills.

City Administrator Cody Dailey reports 57 accounts were past due on their water accounts, totaling to \$18,000.00. The administration reached out to customers where they found only one customer lost their job due to the pandemic, some had work hours cut, and many did not answer the call. Mr. Dailey recommends action taken to prevent customers from falling even further past due.

Councilmember Ortiz motions to extend past due customers thirty (30) days to make payment arrangements with the administration for a payment plan not exceeding twelve (12) months; a possible extension of time to pay may be granted upon City Council approval. Councilmember Maldonado seconds and a vote is called.

Councilmember Hicks motions to extend past due customers thirty (30) days to make payment arrangements with the administration for a payment plan not exceeding twelve (12) months; a possible extension of time to pay may be granted upon Mayor Gonzales, falling within the guidelines of the water tariff. Councilmember Ortiz seconds and a vote is called.

Yay	Nay	Abstain
Councilmember Riojas		
Councilmember Hicks		
Councilmember Maldonado		



Councilmember Decena		
Councilmember Ortiz		

The motion to extend past due customers thirty (30) days to make payment arrangements with the administration for a payment plan not exceeding twelve (12) months; a possible extension of time to pay may be granted upon Mayor Gonzales, falling within the guidelines of the water tariff is passed on a unanimous vote with all five (5) councilmembers in favor.

12. Discuss and possible action regarding Ordinance 06-15-2020-1, amending Chapter 22 – Municipal Court of Record by adding Section 22-57 Credit Card Fees; approving the Use of Credit Card Payments made by Cardholders for fines, fees and costs associated with the Municipal Court; setting service fees; finding and determining that the meeting at which this ordinance is passed was open to the public as required by law.

City Administrator Cody Dailey states the merchant account services from Wells Fargo is a little over 2% from the city’s experience through the water payments. The cost for the court module would be \$2,200.00 and have some recurring annual support fees. The recommended service fee to charge for court payments is 3% to recuperate the costs of service.

Councilmember Ortiz motions to approve Ordinance 06-15-2020-1, amending Chapter 22 – Municipal Court of Record by adding Section 22-57 Credit Card Fees; approving the Use of Credit Card Payments made by Cardholders for fines, fees and costs associated with the Municipal Court; setting a 3% service fee; finding and determining that the meeting at which this ordinance is passed was open to the public as required by law. Councilmember Hicks seconds and a vote is called.

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

The motion to approve Ordinance 06-15-2020-1, amending Chapter 22 – Municipal Court of Record by adding Section 22-57 Credit Card Fees; approving the Use of Credit Card Payments made by Cardholders for fines, fees and costs associated with the Municipal Court; setting a 3% service fee; finding and determining that the meeting at which this ordinance is passed was open to the public as required by law is passed on a unanimous vote with all five (5) councilmembers in favor.

**V. Adjournment**

Councilmember Ortiz motions to adjourn the Regular City Council Meeting. Councilmember Decena 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.

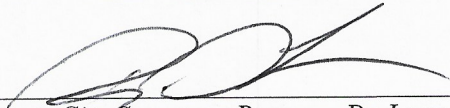
Regular City Council Meeting is adjourned at:

8:35 PM

The minutes were passed and approved on:

July 16, 2020

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

  
\_\_\_\_\_  
Attest: City Secretary Roxanne De Leon