

CITY OF ALAMO HEIGHTS
CITY COUNCIL
February 12, 2018

A regular meeting of the City Council of the City of Alamo Heights, Texas was held at Council Chambers, located at 6116 Broadway, San Antonio, Texas, at 5:30 p.m. on Monday, February 12, 2018.

Present and composing a quorum were:

Mayor Bobby Rosenthal
Mayor Pro Tempore Lawson Jessee
Councilmember Wes Sharples
Councilmember Fred Prassel
Councilmember Lynda Billa Burke
Councilmember John Savage

Also attending were:

City Manager J. Mark Browne
Fire Chief/Assistant City Manager Buddy Kuhn
Assistant to the City Manager Marian V. Mendoza
City Attorney Mike Brenan
Finance Director Robert Galindo
Human Resources Manager Lori Harris
City Secretary Jennifer Reyna
Chief Police Rick Pruitt
Public Works Director Pat Sullivan

Absent was:

Community Development Services Department Director Jason Lutz

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Mayor Bobby Rosenthal opened the meeting at 5:31 p.m.

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Item # 1 Approval of Minutes

Mayor Rosenthal asked City Council for any revisions to the minutes of the January 22, 2018, Council Meeting. A motion was made by Councilmember Fred Prassel to approve the minutes of January 22, 2018. The motion was seconded by Councilmember Wes Sharples and passed by unanimous vote.

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Item # 2 Announcements

a. Primary Election, Tuesday, March 6, 2018

City Secretary Jennifer Reyna announced Alamo Heights City Hall is the polling site for the Primary Election scheduled for Tuesday, March 6, 2018. She emphasized the election is conducted by Bexar County and there are no city related items to be considered for this election. She stated polling hours are 7:00 a.m. – 7:00 p.m. She referred www.bexar.org/elections for additional information.

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Item # 3 Citizens to be heard concerning items not on the agenda

Margaret Houston, resident, complimented the Council on the operation of the City.

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Staff Reports

Item # 4 Mayor Rosenthal read the following caption.

Resolution No. 2018R - 096

A Resolution awarding a contract to Willdan Financial Services to perform a rate study for water and wastewater rates and authorizing the City Manager to negotiate and execute a contract for such services

Finance Director Robert Galindo made a PowerPoint presentation that included background information on the Request for Proposal (RFP).

Mr. Galindo informed Council the last water and wastewater rate study was conducted in 2007 and stated water rates had not changed since then. He explained rates must be able to pay for operations and capital requirements and existing debt.

The RFP was issued on November 8, 2017. On December 8, 2017, the City received six proposals with one submission that was received after the deadline and not considered. The following consultants submitted proposals: Willdan Financial Services, HDR Engineering, NewGen Strategies and Solutions, GDS Associates, Arcadis, and Burs and McDonnell Engineering. Mr. Galindo reviewed the key criteria for evaluation of the proposals. He explained why Willdan Financial Services was selected as the consultant to perform the water and wastewater rates study and informed Council what was included in the study. A rating summary was presented to include scoring of submitted proposals. Mr. Galindo concluded his presentation that funds are available in the current budget with a contract cost not to exceed \$25,000.

Mayor Rosenthal commented to add suburban cities in the study for comparison. Councilmember Lynda Billa Burke added to include the San Antonio Water System (SAWS).

A motion for approval was made by Mayor Pro Tem Lawson Jessee. The motion was seconded by Councilmember John Savage and passed by unanimous vote.

Item # 5 Mayor Rosenthal read the following caption.

ORDINANCE NO. 2097

AN ORDINANCE ORDERING A GENERAL ELECTION IN THE CITY OF ALAMO HEIGHTS, TEXAS, TO BE HELD ON MAY 5, 2018, FOR THE ELECTION OF THREE COUNCILMEMBERS FOR PLACES THREE (3), FOUR (4) AND FIVE (5); PROVIDING THE DETAILS THEREFOR AND PROVIDING FOR A PROCLAMATION AND NOTICE OF SUCH GENERAL ELECTION; AND DESIGNATING JACQUELYN F. CALLANEN, BEXAR COUNTY ELECTIONS ADMINISTRATOR, AS THE ELECTION ADMINISTRATOR TO CONDUCT SUCH ELECTION

ORDENANZA NUMERO 2097

UNA ORDENANZA ORDENANDO UNA ELECCIÓN GENERAL EN LA CIUDAD DE ALAMO HEIGHTS, TEJAS, QUE SE LLEVARÁ A CABO EL 5 DE MAYO 2018, CON EL PROPÓSITO DE ELEGIR TRES CONCEJALES: CONCEJAL LUGAR TRES, CONCEJAL LUGAR CUATRO Y CONCEJAL CINCO; EN FACILITAR LA INFORMACIÓN Y POR LO TANTO SE ESTABLECE UNA PROCLAMACIÓN Y NOTIFICACIÓN DE DICHA ELECCIÓN GENERAL; Y LA DESIGNACIÓN DE JACQUELYN F. CALLANEN, ADMINISTRADOR DE ELECCIONES DEL CONDADO DE BEXAR, COMO LA FUNCIONARIA DE ELECCIONES

City Secretary Jennifer Reyna made a PowerPoint presentation that included background information on the upcoming election.

Ms. Reyna briefly highlighted the different opportunities of voting and the option of contracting with Bexar County. She informed Council that early voting activities would be conducted at all Bexar County designated sites, including Lion's Field Adult and Senior Center, Olmos Park City Hall, Tobin Library at Oakwell. Early voting is scheduled to begin Monday, April 23rd through Tuesday, May 1st. Due to the Battle of the Flowers Holiday, no early voting will be available on Friday, April 27th and Sunday, April 29th. Ms. Reyna added that Election Day voting would be held on Saturday, May

5th at City Hall in the Council Chambers for Precincts 3020, 3025, and 3026 with polling hours from 7:00 a.m. to 7:00 p.m.

Newspaper publications in the *San Antonio Express-News* and *La Prensa* are scheduled in April. Election information will also be available on the City's website and in the March/April newsletters.

Ms. Reyna stated the candidate filing period began Wednesday, January 17, 2018 with a deadline of Friday, February 16, 2018 by 5:00 p.m. A filing fee of \$100.00 is required with submitted application.

A motion for approval was made by Councilmember Fred Prassel to contract with Bexar County Elections Department and assess a \$100.00 filing fee. The motion was seconded by Mayor Pro Tem Lawson Jessee and passed by unanimous vote.

Item # 6 Mayor Rosenthal read the following caption.

Discussion and possible action regarding subscriber fee options for police, fire and medical dispatch services provided by the City of Alamo Heights to the City of Olmos Park and the City of Terrell Hills

Police Chief Rick Pruitt made a PowerPoint presentation that included background information on the years the dispatch service fee models had been utilized.

Police Chief Pruitt informed Council that prior to 1999, mutual agreements were executed for dispatch services that included Trinity University, Incarnate Word, Town of Hollywood Park, City of Olmos Park (COOP), City of Shavano Park (COSP), City of Terrell Hills (COTH) and Bexar County Fire Alarms. Between 1999 and 2008, two different models were utilized to determine rates. In 1999 through 2005, mutual agreements were executed based on the consumer price index (cpi). From 2005 through 2008, per capita was utilized which produced substantial increases for the following entities: COOP, COSP, COTH, and Town of Hollywood Park. He explained payments were made over a three-year contract as it was unaffordable to take on the increase up front. Since 1985, COOP and COTH had been subscribers and in 2008, they both expressed dissatisfaction with the per capita model which was in place at the time, meanwhile the COSP and Town of Hollywood Park opted out of dispatch services. In 2009, a new dispatch service rate model was adopted matching the rates contracted for emergency medical services: COAH at 60%, COTH at 27%, and COOP at 13%. Police Chief Pruitt stated the rates had remained since 2009.

In 2017, the COOP requested to re-negotiate a lower rate for dispatch services along with a longer contract. There was a meeting among the COAH, COOP, and COTH to receive feedback from the COOP and COTH. At the meeting, the Police Chiefs from each municipality were asked to explore new models for dispatch service rates and determine a multi-year contract. Police Chief Pruitt stated three models were explored: per capita model, fixed rate with annual consumer price index increase, and varied styles of consumption models. All entities agreed on a three-year contract period.

The consumption model was chosen for further study. Police Chief Pruitt explained it consisted of data for the years 2014-2016 focusing on police, fire, and EMS calls for service and self-initiated activities tasking the dispatch office with radio traffic and record keeping. He stated there was a significant impact on Olmos Park, proposing an increase from their annual rate from \$86,347 to \$247,200 (13% - 37.2%). In anticipation of a negative response, City Manager Mark Browne froze the rates at the current contract rate for each city during FY2017-2018.

Graphs displayed the current dispatch model, per capita model, fixed percentage model, and the 2017 EMS model. Other cost share models from the metroplex, bordering cities and counties were explored. The different models displayed the respective entity, actual and shared costs. He noted the personal leave buy back for dispatchers and the dispatch radio maintenance agreement costs were eliminated from the current dispatch model.

Police Chief Pruitt stated the COOP is taking another position for what services they do provide due to a leadership change in the police department and mission priorities designated by the new chief. He noted COOP is very proactive and their officer initiated activities are high due to taskings by the Police Chief. He didn't recommend the consumption model and noted that the Police Departments had a total of 135,000 calls over a three-year period. He stated self-initiated calls were 107,000 collectively by officers. He noted the per capita model will realize savings for Alamo Heights and recalled the per capita model caused COOP and COTH to reconsider agreement with the COAH based on 2010 census. Police Chief Pruitt stated the fixed percentage model was the most equitable as it is simple and a flat percentage rate of costs is shared among users. He stated the COAH had always paid 60% which remains 40% of costs broken down into 20% between both cities. He shared if another new subscriber comes, the percentage would be shared equally.

Police Chief Pruitt responded to Council's questions regarding the amount of fixed percentage, other entities' options, Ft. Sam Houston, COTH's and COOP's concerns. He stated the percentage amount can be changed. He began with the COAH at 60% and other entities sharing 40% of costs. Police Chief Pruitt informed Council on the cities' options. He stated some cities are not accepting new subscribers. He shared Bexar County is taking clients and they follow the consumption model. He shared the COOP explored Bexar County's dispatch services. Chief Pruitt understands Bexar County's procedures as the COAH was once a resident at Bexar County in the interim of the construction of the existing City Hall facilities.

Fire Chief Buddy Kuhn responded to Mayor Pro Tem Jesse's inquiry regarding Ft. Sam Houston's services and stated the COAH does not work with Ft. Sam Houston often, perhaps two up to three times a year; however, noted that the COAH works with COOP every day.

Mayor Rosenthal made a brief summary of what he recalled occurred with the COOP. He expressed in his opinion, fixed percentage model is fair with consumption taking population into consideration. He commented the fixed percentage model may be considered. Mayor Rosenthal asked when a decision needs to be made.

Police Chief Pruitt shared that the COOP had a council committee to consider the dispatch contract. In response to Councilmember Lynda Billa Burke's question related to COOP's concerns, Police Chief Pruitt stated the COOP is similar to the COAH as their calls are self-initiated. He noted the consumption model has an impact to the Fire Department and suggested not to consider. A decision would need to be made by the beginning of budget and encouraged to follow Fire Department's contract models.

The following citizen spoke on this matter:

Margaret Houston, resident, expressed her appreciation to the Alamo Heights Dispatch center. She commented positively of the personal small city acknowledgement the COAH provides.

Police Chief Pruitt stated the current contract model may be reconsidered. Mr. Browne added there are currently two options: continue current contract or with a fixed percentage model. The Police Department will continue to work on with the COOP and COTH.

Staff Report

Item # 7 Mayor Rosenthal read the following caption.

Presentation of Financial and Investment Report for the first quarter ending December 31, 2017

Finance Director Robert Galindo made a PowerPoint presentation that summarized the City's financial position. The Financial and Investment Report included General Fund Revenues/Expenditures, Utility Fund Revenues/Expenditures, Capital Projects Fund and an Investment Portfolio Update.

Mr. Galindo presented a Budget to Actual graph for property tax collections for Maintenance & Operations (M&O) and Interest and Sinking (I&S), year to date since 2013. He stated majority of the property taxes are collected during the first quarter of the budget cycle. A graph of the total sales revenues dated 2017-2018 included the General fund and street maintenance tax collection. Mr. Galindo explained the additional ¼ sales street maintenance tax are being collected which presented a 20% income increase.

General fund revenues and expenditures were reviewed. General Fund Revenues were at 44% which included property taxes, sales tax, permits/fees, fines and forfeitures, charges for services, intergovernmental, investment and other financing sources. General Fund expenditures were categorized by departments and are 21% year to date which is

within budget. A graph of general fund expenditures was displayed for actual and budget for the fiscal year.

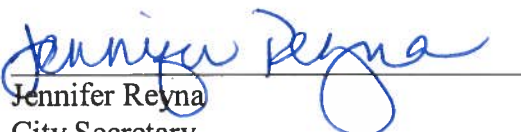
Utility fund revenues & expenditures were presented. Mr. Galindo explained work had not been initiated yet for Harrigan Court as a capital expenditure. Water and sewer collection as revenues are at 23% and expenditures are at 15% of budget for the first quarter.

Mr. Galindo reviewed the capital projects fund that included revenue and expenditure balances for the Community Infrastructure Economic Development (CIED) Fund in which city projects were earmarked such as beautification of Olmos Basin and improvements to the public areas at City Hall. He stated a donation had been received in the amount of \$1,000 for the cleaning of Olmos Basin.

Mr. Galindo provided an investment portfolio update with a beginning value as of October 1, 2017. He stated Certificate of Deposits (CD) were just renewed. He noted funds from savings were moved into investment pools because they were not getting larger returns. He reported the city remains strong, highlighting the general and enterprise fund. He summarized the city's financial position as strong and positive.

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There being no further business, a motion was made by Councilmember Prassel to adjourn the meeting. The motion was seconded by Mayor Pro Tem Jessee and passed by unanimous vote. Mayor Rosenthal adjourned the meeting at 6:31 p.m.


Jennifer Reyna
City Secretary


Bobby Rosenthal
Mayor