

MINUTES OF REGULAR  
CITY COUNCIL MEETING HELD  
OCTOBER 19, 2022

The City Council of Olmos Park, Texas held a regular meeting on October 19, 2022 commencing at 6:00 p.m. in the Council Chambers at City Hall. Mayor Deanna Rickabaugh presided and Council members present were Will Brooks, Juliana Dusek, Erin Harrison, Kenyon McDonald and Sharon Plant. Staff present were City Manager, Celia DeLeon, City Secretary, Kyndra Munoz; Police Chief, Rene Valenciano; Fire Chief, Michael Goodreau; and Director of Public Works, Gilbert DeLeon. Also present was City Attorney, Richard Lindner; Logan Rodgers, Rodgers Group LLC; and Beth O'Brien, 103 E. Mandalay.

Mayor Rickabaugh called the meeting to order at 6:00 p.m. and determined a quorum was present.

Pledge of Allegiance

The Pledge of Allegiance was led by Mayor Rickabaugh

Citizens to be heard: This time is provided for citizens to address the Council on issues and concerns. No action can or will be taken on issues raised under this portion of the meeting. Please state your name and address for the record and limit your remarks to a period not to exceed three minutes.

There were no citizens to be heard.

Discussion and possible action on expenditures of the second tranche of Coronavirus Local Fiscal Recovery Funds received by the City

Mayor Rickabaugh opened agenda item number 5 and agenda item number 6 for discussion.

City Manager Celia DeLeon stated we have received the second tranche of the Coronavirus Local Fiscal Recovery Fund in the amount of \$306,000. We currently have a balance of approximately \$7,313 from the first tranche for a total of approximately \$313,436. Last year we designated the Coronavirus Funds as revenue lost and specifically for the sewer televising project to get us where we are for the bond project. I have several recommendations for use of these funds to include holiday patrol and for the purchase of cameras if you choose to move forward with these items.

Councilwoman Dusek I spoke to the Police Chief regarding increased crime rates in the months of November and December and how it makes sense to move forward with more boots on the ground during these months. We came to the conclusion it made the most sense to offer overtime to two officers for the overnight shift.

Celia DeLeon stated the maximum cost for 2 officers would be \$50,000.

Mayor Rickabaugh asked if we decide to move forward with this, can we come back in January to view the results relative to last year's numbers?

Celia DeLeon stated we will provide a comparison.

Councilwoman Harrison stated since the Coronavirus Local Fiscal Recover Funds cannot be used for pension funds, is there a way to change how the pension is paid?

Celia DeLeon stated for one officer at the most, the pension would be approximately \$700 and \$1,400 for 2 officers. We will use different funds to pay the pension.

Councilwoman Plant asked where is San Antonio on the process of cleaning up the homeless camp located near the Gun Club?

Police Chief Rene Valenciano stated I visited the location today and it is growing. The individual who was overseeing the cleanup of this camp is no longer there. It was supposed to be cleaned up by mid-October and I do not foresee the cleanup happening in the holiday months of November or December.

Councilwoman Harrison stated in light of this information I would be in favor of additional holiday patrol.

Councilwoman Plant asked what would happen to the remainder of the money?

Celia DeLeon stated I spoke to Mayor Rickabaugh regarding this and some of the money will go towards the possible purchase of the camera system and the remainder will go into investments.

City Attorney Richard Lindner stated the money needs to be obligated by December 31, 2024 and it must be completely spent by 2026.

Police Chief Rene Valenciano stated we currently use Utility for our body cameras and in car video. We have been awarded a grant for license plate readers in the patrol vehicles. Utility has a camera that is similar to the Flock license plate readers and is less expensive. These cameras will take a photo of the car will give you the license plate number and any information associated with the vehicle. If there is an alert associated with a vehicle, we will be notified when that vehicle enters Olmos Park. The cost of 3 live cameras will run right around \$96,000 and the software will cost \$25,000. The live cameras are recording every second of the day and will be stored on the cloud. The live recordings would be used more as a tool to go back and review for information.

Councilwoman Dusek asked could you install a monitor where the live feed can be viewed at any time?

Police Chief Rene Valenciano stated as a part of one of the grants, we will be able to purchase monitors to view the license plate readers. We try to keep officers patrolling the streets and out the office as much as possible but we will be able to set up a monitor in the patrol office for viewing the camera footage. The officers will also be receiving license plates readers to be installed in the patrol vehicles as a part of the grant. There will also be an option for residents and businesses to register with the program and upload any videos to assist with investigations.

#### Discussion and possible action on authorizing Holiday patrol for the city

Councilwoman Plant moved to designate the second tranche of Coronavirus Local Fiscal Recovery Funds received by the City as revenue replacement for 2 additional officers incurring overtime to patrol during the months of November and December up to \$50,000; for the purchase of 6 cameras and a camera system for \$77,100; and the remainder of the funds to be invested by the Mayor and City Manager.

Councilman McDonald seconded the motion.

The vote in favor of the motion was unanimous.

#### Discussion and possible action on using the School Crossing Guard funds to purchase cameras and placement thereof, or any qualified purchase for public safety in the FY2023 Budget.

Councilwoman Plant moved to authorize the use of \$27,978 from the School Crossing Guard fund to help pay for the purchase of the camera system along with the designated revenue replacement funds of \$77,100 from the Coronavirus Local Fiscal Recovery Funds received by the City. Councilwoman Harrison seconded the motion. The vote in favor of the motion was unanimous.

Discussion and possible action on the possibility of placing Amazon lockers at the fire station, 119 West El Prado Drive

Councilwoman Plant stated my concern is the increased traffic the lockers will create and the possibility of blocking the fire trucks if there is an emergency.

Councilman Brooks stated I had the same concern and the lockers will not generate any revenue for the City.

Councilwoman Harrison stated I have concerns related to lighting and security at the Amazon locker location.

Mayor Rickabaugh stated due to the concerns of the Council, it seems the consensus is to not move forward on this item. We can inform our residents of options and nearby Amazon locker locations.

There was no action taken on this item.

Discussion and possible action on the Olmos Park's Youth Commission request to put up Holiday lights at Alameda Circle

Councilman McDonald moved to approve the Olmos Park's Youth Commission request to put up Holiday lights at Alameda Circle.

Councilwoman Harrison seconded the motion.

The vote in favor of the motion was unanimous.

Discussion and possible action on parking on both sides of the street while construction is taking place

Councilwoman Plant stated I was surprised to learn we do not have an ordinance regarding parking on both sides of the street while construction is taking place. While construction is occurring, we could place no parking signs on the opposite side of the street. We can try this approach before we start drafting an ordinance. The sign can list no parking hours to correlate with the construction noise ordinance.

Councilwoman Plant moved to authorize City Manager Celia DeLeon to purchase signage listing the no parking hours to be available to place in residential yards surrounding a construction site.

Councilman McDonald seconded the motion.

The vote in favor of the motion was unanimous.

Discussion regarding appointment of a member to the Economic Development Corporation to serve a term through December 31, 2023; take possible action.

Councilman McDonald moved to appoint Travis Block to serve on the Economic Development Corporation to serve a term through December 31, 2023.

Councilwoman Harrison seconded the motion.

The vote in favor of the motion was unanimous.

Discussion regarding confirmation of an appointment of a member to the Board of Adjustment by Mayor to serve a term through May 31, 2023; take possible action.

Councilman McDonald moved to confirm Mayor Rickabaugh's appointment of Travis Block to serve on the Board of Adjustment to serve a term through December 31, 2023.  
Councilwoman Harrison seconded the motion.  
The vote in favor of the motion was unanimous.

Consent Items:

- a. Approve regular City Council minutes of September 21, 2022;
- b. Approve Resolution No. 2022-08 designating *the San Antonio Express News* as the Official City Newspaper

Councilwoman Harrison moved to approve consent items A and B.  
Councilman Brooks seconded the motion.  
The vote in favor of the motion was unanimous.

Departmental Reports: (Written reports submitted to City Council, no further discussion required, unless requested by City Council.)

- a) Police:
  - (1.) Incidents, arrests and activity during the prior and current months.
- b) Fire:
  - (1.) Fire and other service calls, activity and training activities during the prior and current months.
- c) Streets and Sanitation:
  - (1.) Monthly Report
- d) Administration:
  - (1.) Monthly overtime, CT, vacation, sick leave report;
  - (2.) Building Department Report;
  - (3.) Municipal Court Report
  - (4.) City Engineer Report
- e) Manager's report:
  - (1.) Discussion of written reports (if needed).

Councilwoman Harrison moved to approve the department reports as submitted.  
Councilman Brooks seconded the motion.  
The vote in favor of the motion was unanimous.

Executive Session pursuant to Texas Government Code §551.071 Attorney/Client Consultation:

- a. Insurance claim on city hall and fire department roof

Mayor Rickabaugh recessed into executive session at 7:09 p.m.

Open Session: Reconvene into Regular Session and take/ or give direction or action, if necessary, on items discussed in Executive Session.

Mayor Rickabaugh reconvened into regular session at 7:34 p.m.

Mayor Rickabaugh stated there was no action taken in executive session.

Mayor Rickabaugh stated we are approaching a deadline and need to exercise one of our options, one of which includes an appraisal process to potentially receive more money or less money. We could also potentially spend more legal resources if we are not satisfied with the outcome of the appraisal.

Councilwoman Harrison stated this process has been very challenging and my biggest concern is we pay into TML as our insurance carrier; if we rip the roof off and find major damage, we need to document the entire process to try and recover the cost. The amount provided by TML was not for a roof replacement but rather an overlay and I do not agree with this amount.

Logan Rodgers, Rodgers Group LLC stated if you pull the cap sheet off, you find damage underneath and incur that damage, the City has been harmed. TML cannot keep you coming back to them in which they contractually entered into an agreement with you and accepted premiums for. TML has agreed to cover you roof and they have not given you a proper adjustment of the loss. You are financially harmed by incurring damages, paying your chosen contractor and completing this project in compliance with the City's codes. Instead of cashing the check from TML, use the City funds allotted for the roof to begin the project, then ask TML to reissue the check.

Richard Lindner stated for just roofs, we can engage Guido construction without the competitive process because experts have determined the roof has been damaged by a hail storm. The AC replacements will be taken up separately.

Councilwoman Harrison moved to direct Celia DeLeon to not pursue the appraisal option regarding the insurance claim on city hall and fire department for roof repairs.  
Councilman McDonald seconded the motion.  
The vote in favor of the motion was unanimous.

Discussion and possible action on city hall and fire department roof and HVAC repairs and authorize City Manager to proceed with repairs including potentially entering into an interlocal agreement between Region 8 Education Service Center and City of Olmos Park to take part in the Interlocal Purchasing System (TIPS) Program or executing a construction services agreement with Guido Construction to repair the unforeseen damage to public property.

Councilwoman Harrison moved to authorize Celia DeLeon to negotiate a contract with Guido construction for the re-roof of City Hall and Fire Department including detaching and resetting the HVAC units in line with the estimates provided.  
Councilman McDonald seconded the motion.  
The vote in favor of the motion was unanimous.

Councilwoman Harrison moved to approve Celia DeLeon to start the process needed in order to replace the HVAC units for City Hall and Fire Department.  
Councilman McDonald seconded the motion.  
The vote in favor of the motion was unanimous.

There was no further business and the meeting was adjourned at 7:50 p.m.

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Deanna Rickabaugh  
Mayor

ATTEST:

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Kyndra Munoz  
City Secretary