

MINUTES OF REGULAR  
CITY COUNCIL MEETING HELD  
NOVEMBER 16, 2022

The City Council of Olmos Park, Texas held a regular meeting on November 16, 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; Erin Benavides, 118 Brittany; Donald Duffin, 214 E. Hermosa; Alejandro Gandara, 102 Paloma; David Givler, Givler Engineering; Chris Martinez, Givler Engineering; and Greg Wassom, Givler Engineering.

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 a project to beautify Olmos Park green areas

Donald Duffin, 214 E. Hermosa stated I would like to propose a privately funded beautification project for a few areas in Olmos Park to include Alameda Circle, the entrances to the City, the triangle at Wildwood and the triangle at Broadmore. I would like to get a landscape architect to draw something up to make these areas look nice when you come into Olmos Park. I along with a group of neighbors will cover the cost for this and the yearly maintenance as well.

Mayor Rickabaugh stated some of these areas are individually owned. Are you planning to bring in these neighbors for this project?

Donald Duffin stated yes, we are. We are planning to complete the project on the side that is public, but if it is on private property or the City easement, we will converse with the land owner before we do anything.

City Attorney Richard Lindner stated if this is just flowers and landscaping, my only concern would be to make sure everyone is on the same page of who will maintain it, who will pay for the water and who will be responsible for the electricity if you add lighting.

Donald Duffin stated the next step would be to hire a landscape architect to design for these areas and raise money to help pay for this. Andres Lawn and Tree Company would be responsible for the maintenance of the areas; he has done work for the City before and also maintains my residence. For the money that is raised for this project, would it be possible to set up an account with the City?

Mayor Rickabaugh stated the money could be donated to the City and those funds could be designated for a particular project.

Richard Lindner stated the question is will this be a pure monetary donation and the City does the work or will the City give the citizens license do the work and accept dedication of the work.

Donald Duffin stated there is an initial cost for the maintenance, then an ongoing cost after installation. We could figure out a budget and raise a certain amount of funds every year for the ongoing beautification.

Councilwoman Dusek stated I would suggest speaking with a Councilmember regarding beautification around Alameda Circle and I would be happy to help with this project.

Councilwoman Plant stated if this is going to be a residential effort, it needs to stay a residential effort. I would suggest a mass mailing to help get the word out and I think residents would be happy to donate.

Mayor Rickabaugh stated years back there was an Olmos Park Foundation, but I am not sure if this has been dissolved. I will look into this and get the information to Councilwoman Dusek. I am excited for this project and look forward to seeing what you come up with.

Discussion and possible action on proposal for planting hedge along Westside Drive.

Alejandro Gandara, 102 Paloma stated I wanted to request approval for continuing hedging along Westside Drive. Last year we planted a hedge of Arizona Cypress right behind the Oak trees along the railroad tracks. For the rest of the hedge, I would like to continue with other plantings such as Holly trees to be trimmed about 3 times a year; I will continue to provide the maintenance. I have provided a map of where we would like to replace a couple of Oak trees that did not make it through the summer, and at the same time, plant a few Texas Redbuds. Along the border of Olmos Park, I would like to plant a few other trees, maybe something like a Huge that is slow growing.

David Givler, Givler Engineering stated I want to draw your attention to the fact that there is a French drain along the street at this location. You might want to give some consideration to the tree roots and making sure there is enough of a buffer for the interaction of the roots.

Alejandro Gandara stated I was not aware there was a French drain located here, but I did particularly pick these trees for that reason. The Texas Redbuds are the smaller variety and the roots are not invasive. We are planning on placing them at least 8 feet from the curb and I will double check to make sure this will be enough distance from the drain. The Holly trees will be planted even further at around 10 feet from the curb. I would also like to trim a few trees of the mesquite trees that are growing into each other to allow the Oak trees behind them to grow.

Richard Lindner stated my concern is in the unfortunate circumstance someone gets hurt, you understand the risk of tree trimming.

Alejandro Gandara stated yes, I understand and we will get liability insurance for the trimming.

Mayor Rickabaugh stated we will put in touch with our Building Official Ricardo Cavazos to obtain a permit for the trimming.

Councilwoman Plant moved to allow Alejandro Gandara to plant hedge on Westside Drive along the City's boundaries.

Councilman McDonald seconded the motion.

The vote in favor of the motion was unanimous.

Discussion and possible action on recommended bidder for construction services on the Sewer Bond Project, Phase B.

Greg Wassom, Givler Engineering stated I am here to present our recommended contractor for Phase B of the Sewer Bond Project. This scope of works consists of a base bid and 3 add alternates. We received 4 bids from different contractors and the lower bidder was from T Construction. T Construction has previously done work for the City the Olmos Park and Givler Engineering in which we have not had any issues with their work. We received good reviews from their previous customers with the exception of one bad review. The bad review was in response to a sub-contractor that was hired out by T Construction, therefore we do not believe this will be an issue for this project. We contacted T Construction and their plan is to sub-contract the televising only which is before the construction begins.

Councilwoman Plant stated I thought we have already televised all of our sewer lines.

David Givler, Givler Engineering stated things continue to change over time. It is standard to scope before construction begins. For example, there is one sewer that has filled up with rocks since the last time we televised. We always look at the line first and have the contractor scope to make sure we understand what we are looking at before they get in there and start changing things. They will scope again after the project is complete to prove they have done the proper repair.

Councilwoman Harrison asked other than the televising portion, is T Construction guaranteeing they will not sub-contract this project out if we accept?

Greg Wassom stated I cannot guarantee but T Construction informed us they will be doing the construction and not be sub-contracting out other than the televising portion.

Councilwoman Harrison asked are they aware of the project percentage completion timeline?

David Givler stated we do not have a percentage completion timeline but we do have a start and end date with liquidated damages if they miss this deadline.

Councilwoman Plant moved to accept Givler Engineering's recommended bidder of T Construction for construction services on the Sewer Bond Project, Phase B with a base bid, add alternate #1 and add alternate # 3 with an 11.6% contingency for a grand total of \$886,446.24.

Councilman McDonald seconded the motion.

The vote in favor of the motion was unanimous.

Discussion and possible action on a "no left turn 7-9am and 2-4pm" sign at Olmos Lane (traveling west) and Devine

Councilwoman Harrison stated it has been brought up by multiple residents that there are times when traveling from the Alamo Heights area, the traffic at the light backs up significantly. We do not have the same issue at the light when you are heading east because there is a lane for left turns. During peak hours, which is usually school drop off times, sometimes the traffic can back up for about 5-6 lights and we do not have the space to add a left turn lane here. I think it would be beneficial to not allow left turns on Olmos during these heavy traffic times to prevent a bottleneck that backs up into to the damn area.

Councilwoman Dusek asked can we add a left turn signal to the light located at this location?

Police Chief Rene Valenciano stated I will gather the information and costs on installing a left turn signal here.

Ordinance Review and discussion NO ACTION: City Code 8-314: Condition of the demolition site.

Mayor Rickabaugh stated I wanted to discuss the ordinance regarding condition of the demolition site and I think it works quite well. We had one demolition site that was particularly aggressive in which we questioned if this could cause damage to our sewers. In response, we added a requirement that states before you can tear something down, you must scope the lines within a certain distance to make sure sewer line is undamaged. This is good information for Council members to know and discuss.

Update on other insurance options

Mayor Rickabaugh stated the last time we met we had a lengthy discussion regarding insurance and whether or not TML was serving us well with our risk pool. Celia and I met with a broker in which we may have some alternatives to consider and will have more information to look at after the Holidays.

Consent Items:

- a. Approve Cash Disbursements September 2022;
- b. Approve regular City Council minutes of October 19, 2022;
- c. Approve the EDC FY2023 Work Plan
- d. Approve Tax Roll as required by Section 26.09(e) of the State Property Tax Code

Mayor Rickabaugh stated I would like to pull item D for discussion.

Councilwoman Dusek moved to approve consent items A, B and C.

Councilwoman Harrison seconded the motion.

The vote in favor of the motion was unanimous.

Mayor Rickabaugh stated our levy for the year in property taxes is \$3.266 million and is compared to our budget of \$2.893 million. There is a pretty big margin here and as we see how our budget unfolds, hopefully we will have a surplus. In year 9 of our certificate of occupancy, we can actually begin to repay our bond. We might be able to cut out a sinking fund on the side to be ready for the repayment.

Councilwoman Dusek moved to approve consent item D.

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.) Financial reports for September 2022;
  - (2.) Monthly overtime, CT, vacation, sick leave report;

- (3.) Building Department Report;
- (4.) Municipal Court Report
- (5.) City Engineer Report

e) Manager's report:

- (1.) Discussion of written reports (if needed).

Councilwoman Dusek stated I don't think we talk about the Fire Department and Public Works Department as much and I would like to thank them both for their great work and great team members.

Councilwoman Dusek moved to approve the department reports as submitted.  
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 6:52 p.m.

---

Deanna Rickabaugh  
Mayor

ATTEST:

---

Kyndra Munoz  
City Secretary