

**MINUTES
REGULAR MEETING
February 23, 2016**

A Regular Meeting was held by the Schertz City Council of the City of Schertz, Texas, on February 23, 2016, at 6:00 p.m., in the Hal Baldwin Municipal Complex Council Chambers, 1400 Schertz Parkway, Building #4, Schertz, Texas. The following members present to-wit:

Mayor Michael Carpenter
Councilmember Jim Fowler
Councilmember Daryl John

Mayor Pro-Tem Edwards
Councilmember Grumpy Azzoz
Councilmember Robin Thompson

Staff Present:
Executive Director Brian James
Executive Director Bob Cantu
City Secretary Brenda Dennis

City Manager John Kessel
Executive Director Dudley Wait
City Attorney Dan Santee

Call to Order – City Council Regular Session

Mayor Carpenter called the meeting to order at 6:02 p.m.

Opening Prayer and Pledges of Allegiance to the Flags of the United States and State of Texas.
(Mayor Carpenter)

Mayor Carpenter provided the opening prayer followed by the pledges of allegiance to the flags of the United States and the State of Texas.

City Events and Announcements

- Announcements of upcoming City Events (B. James/D. Wait/B. Cantu)

The following announcements were made:

- **Saturday, February 27**, Soccer Complex Kick-Off, Schertz Soccer Complex, Maske Road, at 1:30 p.m.
- **Thursday, March 3**, Pre-Budget Community Meeting, Schertz United Methodist Church, 3460 FM 3009, 6:30 p.m.
- **Saturday, March 5**, 8th Annual Wilenchik Walk for Life, Samuel Clemens High School (rear) Parking Lot at 8:00 a.m.
- **Wednesday March 9**, Pre-Budget Community Meeting, Sippel Elementary School, 420 Fairlawn, 6:30 p.m.
- **Thursday, March 10**, Pre-Budget Community Meeting, Corbett Junior High School, 12000 Ray Corbett Drive, 6:30 p.m.

Mr. James stated that the Alamo Area Metropolitan Planning Organization is hosting public meetings on the transportation projects being considered to receive federal funding over the next four years. Mr. James mentioned our upcoming FM 1518 bond project that was approved by the voters and being considered to be matched by TxDOT. Mr. James stated that

the first meeting is this evening at Morgan's Wonderland Event Center from 6:00 p.m. to 8:00 p.m. The next meeting will be Wednesday, February 24, 2016 6:00 p.m. to 8:00 p.m. at the VIA Metro Center Community Room, San Antonio. Mr. James stated that participation is open to all members of the public and you can participate by going on-line to www.alamoareampo.org/yourmove and provide your comments.

- Announcements and recognitions by City Manager (J. Kessel)

Mayor Carpenter recognized City Manager John Kessel who provided information on an email he received on a recent situation where Nancy Tumlinson, Risk and Safety Specialist, was contacted by a resident who was not getting results from a recent incident that occurred with our mowing vendor. She stepped in and was able to assist in resolving the matter. Mr. Kessel thanked Nancy.

Hearing of Residents

No one spoke.

Consent Agenda Items

The Consent Agenda is considered self-explanatory and will be enacted by the Council with one motion. There will be no separate discussion of these items unless they are removed from the Consent Agenda upon the request of the Mayor or a Councilmember.

1. **Minutes** - Consideration and/or action regarding the approval of the minutes of the Regular Meeting of February 9, 2016, and approval of the Special Town Hall Meeting of February 16, 2016. (J. Kessel/B. Dennis)
2. **Ordinance No. 16-C-04** – Consideration and/or action approving an Ordinance amending the Code of Ordinances of the City of Schertz Chapter 18, Buildings and Building Regulations, Article 1, In General, Section 18 Inspections and Article III, International Residential Code for One and Two Family Dwellings R1052, Work Exempt from Permits. *Final Reading* (B. James/G. Durant)

The following was read into record:

ORDINANCE NO. 16-C-04

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AMENDING THE CODE OF ORDINANCES OF THE CITY OF SCHERTZ CHAPTER 18, BUILDINGS AND BUILDING REGULATIONS, ARTICLE III, INTERNATIONAL RESIDENTIAL CODE FOR ONE AND TWO FAMILY DWELLINGS, R1052. WORK EXEMPT FROM PERMITS.

3. **Resolution No. 16-R-15**– Consideration and/or action approving a Resolution authorizing EMS Debt Revenue Adjustments for certain inactive outstanding accounts receivables. (D. Wait/J. Mabbitt)

The following was read into record:

RESOLUTION NO. 16-R-15

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING EMS DEBT REVENUE ADJUSTMENTS FOR INACTIVE OUTSTANDING ACCOUNTS RECEIVABLES AFTER 180 DAYS OF NON PAYMENT AND OTHER MATTERS IN CONNECTION THEREWITH

4. **Resolution No. 16-R-16** - Consideration and/or action approving a Resolution authorizing Utility Billing Debt Revenue Adjustments for certain inactive outstanding accounts receivables. (D. Wait/C. Spence)

The following was read into record:

RESOLUTION NO. 16 -R-16

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING UTILITY BILLING DEBT REVENUE ADJUSTMENTS FOR INACTIVE OUTSTANDING ACCOUNTS RECEIVABLES AFTER 180 DAYS OF NON PAYMENT AND OTHER MATTERS IN CONNECTION THEREWITH

Mayor Carpenter recognized Councilmember Fowler who moved, seconded by Mayor Pro-Tem Edwards to approve the consent agenda items 1-4. **The vote was unanimous with Mayor Pro-Tem Edwards, Councilmembers Fowler, Azzoz, John, and Thompson voting for and no one voting no. Motion passed.**

Discussion and Action Items

5. **Resolution No. 16-R-13** – Consideration and/or action approving a Resolution authorizing an amendment to the existing agreement for the upgrading of internet services provided by Time Warner Cable to Schertz Senior Center at 608 Schertz Parkway, the City's Main Hub for public WiFi Services from a 7 MBPS Service to a 50 MBPS Service to increase bandwidth for public and vendor use. (B. James/M. Clauser)

The following was read into record:

RESOLUTION NO. 16-R-13

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING AN AMENDMENT TO THE EXISTING AGREEMENT FOR THE UPGRADING OF INTERNET SERVICES PROVIDED BY TIME WARNER CABLE TO SCHERTZ SENIOR CENTER AT 608 SCHERTZ PKWY- THE CITY'S MAIN HUB FOR PUBLIC WIFI SERVICES FROM A 7 MBPS SERVICE TO A 50 MBPS SERVICE TO INCREASE BANDWIDTH FOR PUBLIC USE, STAFF USE AND VENDOR USE, AND OTHER MATTERS IN CONNECTION THEREWITH

Mayor Carpenter recognized IT Director Myles Clauser who said the I.T. Dept. is charged with ensuring reliable and efficient services to staff and residents of our City. Part of our

mandate is to provide reliable and responsive internet connectivity and Public Wi-Fi to support our various departments, staff, residents and vendors throughout the City. This connectivity provides the City with Public Wi-Fi for City Hall, the Civic Center, Council Chambers, Schertz Senior Center and the Aquatic Center. This service provides remote-access to staff, and acts as a conduit for most of our other business related web communications. The City has regularly been experiencing slow service and it is affecting staff, residents, vendors and training. The City currently utilizes Time Warner Cable (TWC) for internet services. The service is a 7Mbps x 512 kbps service. It no longer meets our current needs and does not allow for growth. The City therefore needs to upgrade its service.

The proposed TWC contract will increase our bandwidth from 7 Mbps by 512kbps to a 50 mbps by 5 mbps (50x5) connection located at the Schertz Senior Center at 608 Schertz Pkwy(Hub for City Wide Wi-Fi). This increase will allow us meet our current demands for access. However, it is anticipated that demand for connectivity will continue to rise as the City continues to grow. As that demand increases additional bandwidth will become necessary, and the I.T. department will return to Council for authorization. The cost of the current service is \$100.38 per month and the cost of the new service will be \$239.99 per month, an increase of \$139.61 per month. Funds are available for the remainder of this fiscal year in account 101-853-533300 I.T. General Fund Telephone/Landline.

The I.T. Dept. is requesting approval of Resolution No. 16-R-13 so that the City can amend our current contract with Time Warner Cable to provide the increased bandwidth.

Mayor Carpenter recognized Councilmember Thompson who moved, seconded by Councilmember Fowler to approve Resolution No. 16-R-13. **The vote was unanimous with Mayor Pro-Tem Edwards, Councilmembers Fowler, Azzoz, John, and Thompson voting for and no one voting no. Motion passed.**

Mayor Carpenter recognized Kevin Hadas, Mayor Pro-Tem of Selma who was in the audience this evening.

6. **Resolution No. 16-R-17** – Consideration and/or action approving a Resolution authorizing the addition of new services to the existing agreement for the Live Oak Road Data Center/Disaster Recovery Site provided by Time Warner Cable to allow internet Services to the City's Disaster Recovery Site at 1057 E. Live Oak. (B. James/M. Clauser)

The following was read into record:

RESOLUTION NO. 16-R-17

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING THE ADDITION OF NEW SERVICES TO THE EXISTING AGREEMENT FOR THE LIVE OAK RD DATA CENTER/DISASTER RECOVERY SITE PROVIDED BY TIME WARNER CABLE TO ALLOW INTERNET SERVICES TO THE CITY'S DISASTER RECOVERY SITE AT 1057 E. LIVE OAK WITH A 50 MBPS SERVICE, AND OTHER MATTERS IN CONNECTION THEREWITH

Mayor Carpenter recognized IT Director Myles Clauser who said the I.T. Dept. is charged with ensuring reliable and efficient services to staff and residents of our City. Part of our mandate is to provide reliable and responsive internet connectivity as well as the continued city services if the main city hall services were to be disrupted from weather or disaster. This new service will provide us with a second internet connection to be used primarily for access to our backup data center. The new service is a 50Mbps x 5Mbps service. The proposed TWC contract will provide a bandwidth of 50Mbps x 5 Mbps connection located at 1057 E. Live Oak. The cost of this service is a one-time fee of \$150.00 and a recurring fee of \$274.99 per month, which is \$3,299.88 per year, not including federal/state fees. Funds are available in account 101-853-533300 I.T. General Fund Telephone/Landline.

As demand increases additional bandwidth will become necessary, and the I.T. department will return to Council for authorization.

The I.T. Dept. is requesting approval of Resolution No. 16-R-17 so that the City can amend our current contract with Time Warner Cable to provide the new offsite bandwidth services. The service will allow us to continue essential city services should a disaster occur.

Mayor Carpenter recognized Councilmember Azzoz who moved, seconded by Mayor Pro-Tem Edwards to approve Resolution No. 16-R-17. **The vote was unanimous with Mayor Pro-Tem Edwards, Councilmembers Fowler, Azzoz, John, and Thompson voting for and no one voting no. Motion passed.**

7. **Resolution No. 16-R-18** – Consideration and/or action approving a Resolution authorizing a Software Maintenance Agreement with Environmental Systems Research Institute, Inc. for GIS Software. (B. James/M. Clauser)

The following was read into record:

RESOLUTION NO. 16-R-18

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING A SOFTWARE MAINTENANCE AGREEMENT WITH ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE, INC. FOR GIS SOFTWARE, AND OTHER MATTERS IN CONNECTION THEREWITH

Mayor Carpenter recognized Director of IT Myles Clauser who said the City previously entered into a software maintenance agreement with Environmental Systems Research Institute, Inc. for GIS mapping software in 2013. The current agreement is due to expire in 2016, and the City desires to renew the maintenance agreement for another three-year term. The cost of a three-year small enterprise license agreement (ELA) for county and municipalities is \$35,000 per year, or \$105,000 for the contract term. The ELA will provide numerous benefits to the City as multiple departments rely on the ESRI software for their day to day operations, such as Planning & Zoning, Development Service, Public Works and the Marshals.

The cost of a three-year small enterprise license agreement (ELA) for counties and municipalities is \$35,000 per year, or \$105,000 for the contract term. Funds are budgeted and available in 101-853-532360 Software Maint-Dept. Specific. Staff recommends Council

approve Resolution 16-R-18 to enter into an enterprise license agreement for GIS software maintenance.

Mayor Carpenter recognized Councilmember Fowler who moved, seconded by Mayor Pro-Tem Edwards to approve Resolution No. 16-R-18. **The vote was unanimous with Mayor Pro-Tem Edwards, Councilmembers Fowler, Azzoz, John, and Thompson voting for and no one voting no. Motion passed.**

Roll Call Vote Confirmation

Mayor Carpenter recognized City Secretary Brenda Dennis who provided the roll call votes for agenda items 1-7.

Requests and Announcements

8. Announcements by City Manager

- Citizen Kudos
- Recognition of City employee actions
- New Departmental initiatives

No further announcements were provided.

9. **Future Agenda Item Request for City Council:** This is an opportunity for City Council members to request that items be placed on a future agenda. No discussion of the merits of the item may be taken at this time. Should a Council Member oppose placement of the requested item on a future agenda, the Mayor, without allowing discussion, shall ask for the consensus of the other City Council members to place or not place the item on a future agenda.

Mayor Carpenter recognized Councilmember Fowler who requested in the next couple of weeks to once again discuss the Council's Rules of Conduct and Procedures and Code of Ethics as it relates to the recent action taken regarding the Mayor Pro-Tem position.

10. Announcements by Mayor and Councilmembers

- City and community events attended and to be attended
- City Council Committee and Liaison Assignments (see assignments below)
- Continuing education events attended and to be attended
- Recognition of actions by City employees
- Recognition of actions by community volunteers
- Upcoming City Council agenda items

Mayor Carpenter recognized Mayor Pro-Tem Edwards, Councilmembers Fowler, Azzoz and Thompson who provided comments on the success of the recent Council on the Go meeting that was held Tuesday, February 16, 2016, thanking all staff that participated.

11. Information available in City Council Packets - **NO DISCUSSION TO OCCUR**

- Lone Star Rail District Update. (B. James)

Adjournment

Mayor Carpenter adjourned the meeting at 6:24 p.m.



Michael R. Carpenter, Mayor

ATTEST:



Brenda Dennis, City Secretary

