

**REGULAR CITY COUNCIL MEETING AND PUBLIC HEARING
OF THE GOVERNING BODY OF
THE CITY OF BLANCO**

**Meeting Minutes
May 11, 2021**

A regular meeting of the City Council, City of Blanco, Texas was held on May 11, 2021 at 6:00 pm at the Gem of the Hills, 2233 US Hwy. 281 N., Blanco, Texas.

The meeting was called to order at 6:09 pm by Mayor Pro-Tem Martin Saucedo, followed by roll call (Laurie Cassidy) announcing a quorum was present and the Pledge of Allegiance. Council members present: Mayor Pro-Tem Saucedo, Councilmembers McClellan, Smith, Lewis, and Divine.

City staff present: Will Daves, Ronnie Rodriguez, Laurie Cassidy, Chief Rubin and City Attorney Brad Bullock.

Announcements: Saucedo thanked all for the participation in the election. Thank you to Laurie, Olga, Margarita, our Election Judge Martha Gosnell and all others who helped.

Police Week (May 9-15, 2021) Proclamation was read by Saucedo.

Public Comments: Retta Martin spoke regarding the traffic and speeding in Blanco. She said TxDOT has done what we have requested from them. Need a 4-way stop at the post office and need to enforce speeding laws.

PUBLIC HEARING:

1. Discussion (No Action) related to HBC Blanco Variance Request.
No comments from the public. Saucedo said we will table this item. Smith asked for us to re-review at a later date.

Consent Agenda:

1. Approval of Minutes from the April 13, 2021 Meeting. **Smith made a motion to approve the April 13, 2021 meeting minutes as presented, seconded by Divine, all in favor, motion passed.**
2. Consideration and take action on approval of Ordinance 2021-O-004 canvassing the returns and declaring the official results of the May 1, 2021 general election to elect one Mayor and two Council Members. **A motion was made by Smith to approve Ordinance 2021-O-004, canvassing the returns and declaring the official results, seconded by Lewis, all in favor, motion passed.**

Oath of Office was administered to all newly elected officers: Rachel Lumpee, Mayor; Connie Barron and Keith McClellan, Council Members.

Staff Presentations:

City Hall (Will Daves)

- Blanco boy's baseball advanced in the first round of playoffs, unfortunately the girls softball team lost in three games.
- WTP Flood Insurance; we received the elevation certificate needed for ACP to obtain flood insurance. Freeland was essential in helping to obtain the certificate quickly.
- CARES Act grant; we will be receiving \$85,000 from the TDEM Coronavirus Relief Fund.
- American Rescue Plan Act, we have been awarded \$430,000 and expect the first fifty percent payment now and the second fifty percent to come in the next 12 months.
- Code violations; numerous notices of code violations have recently been sent out for lights, trash, junk, and signs.
- City ordinances; since the beginning of COVID, we have been working with the Fire Chief, Matt McMain to provide each business with an updated Occupancy Level and have begun conducting the Certificate of Occupancy inspections for new businesses. A log is being created listing businesses to update and we have a need for an ordinance to establish annual fire and safety inspections. We are working on this Ordinance to present to Council in June.
- Met with former Mayor Bruce Peele several times over the last week. He has produced an independent analysis of the MUD. I have reviewed and there is some incorrect information that I will review with him. These discussions will continue as Mr. Peele has been able to provide a great deal of history and provides productive information.
- TxDOT; Speed limit signs, no update at this time. The installation of a 4 way stop at the intersection of SL 163 (4th St.) and Pecan street has been approved and is scheduled for installation.
- Finance Director; we have hired a contract labor Finance Director. She is currently under contract for 90 day with a review scheduled for every 30 days. At each 30-day review, we can decide to hire or fire.
- Our current audit is still in process and should be complete by the end of the month. We will establish the Financial Management Policies and Procedures and will be submitted to Council for review. The new software will add a lot of efficiencies. We are currently in the learning phase of the Kiosk and GovOnTrac software. This will begin implementation June 1st. We will mirror the Billing from RVS as test to make sure that everything works properly. We will go live by the June 25th Billing date. Accounting will go live on July 1st. This software will provide a much-needed update to the Court, Utilities, Permitting, Finance and possibly PD software issues. While we are learning, we are focused on the compatibility issues and ease of transition.
- Planning & Zoning; currently preparing and scheduling Town Hall meetings for public review of the proposed city zoning map updates.
- Blanco Task Force – Our latest meeting discussed acquiring an engineer to provide direction. The engineer provided the Task Force with some positive feedback from his initial review.

Public Works (Ronnie Rodriguez)

- Water/wastewater numbers requested from last meeting are included in the meeting package.
- Barron asked about water conservation, we don't fall under the conservation requirements as a wholesale Customer. That will be coming in the next few weeks. We don't have an ordinance to enforce.
- McClellan said one of the things he hears the most is the cost of our water rates. Rodriguez said that city overhead is high right now because we are using canyon lake water during our plant construction.
- Barron asked are we "shovel ready" and do we have a list of infrastructure needs in the city. We do have a working list of 6 or 7 projects.
- Notice going into paper tomorrow regarding MCL, LRAA/TTHM Violation Levels (treating surface water with Chlorine).
- Wants to start customer service inspections again.
- Parks & Streets, still cleaning up trash from trash-off, have only done 4 dumpsters.
- Paving projects upcoming, hopefully by June/July looking at sites in need of paving.

Police Department, (Chief Rubin)

- Monthly statistics report is attached. Adults and Juveniles have been separated, as requested.
- New records management system has been implemented.
- SRO has been replaced; training has been completed. Another officer completed training in mental health.
- Participated in health fair at school, preparing for Lavender Fest.
- Best practices; last two were submitted, hopefully will be accredited soon. HB is now in the state.
- As of next week, training will be completed, we now have 2 officers in 1 car, next week we can release the officers to their own car, and we will have 2 officers/cars on the street. Trailer can be utilized warning speeders to slow down.
- McClellan asked about bypass. This is way down the road, at least 10 years.
- Daves said no update on 4-way stop. It is in TxDOT's hands.

Old Business: Consider, discuss and take appropriate action on the following:

1. Consideration and possible action on COVID-19 update(s) and review City mask policy implemented July 14, 2020. Smith said he checked with the County, and their mask policy is still in force. Most updates have been coming from the State. McClellan said its time we look at removing the mask policy and getting back to some normalcy **Smith made a motion to extend the city mask policy an additional 30 days, seconded by Barron, three in favor, two opposed (Sauceda and McClellan), motion passed.**

2. Consideration and possible action on collection, distribution, and usage of rain water in the City of Blanco. Smith submitted a list of bullet points for review and input. **No action taken.**
3. Consideration and possible action on Resolution adopting a Municipal Utility District Policy. Brad spoke regarding MUD policy request. First reviewed his redline copy (looks like resolution) followed by other versions. Much discussion followed between council persons **A motion was made by Smith to approve the redline version of the resolution, seconded by Barron, four in favor, one opposed (Sauceda), motion passed.**
4. Consideration and possible action on Resolution adopting a Development Agreement Policy. Brad spoke regarding adopting the policy. He passed out examples of documents from City of Seguin and City of Buda. Must get the UDC and CMP where you want them at first. **No action taken.**

New Business: Consider, discuss and take appropriate action on the following:

1. Consideration and possible action on approval of new members to the Streetscape Committee. No action taken – As City Council liaison, Smith asked Laurie to update the Memorandum of Agreement with current date.
2. Consideration and possible action on approval of Neil Neyens, new commissioner for the Planning & Zoning Commission. **A motion was made by Barron, to approve Neil Neyens as new commissioner based on Planning & Zoning Commission approval, seconded by Divine, all in favor, motion passed.**
3. Consideration and possible action on approval of Mayor Pro-Tem for the term May 11, 2021 through May 2022. Saucedo said he is fine either way, if Council wants to keep him as pro-tem or assign a new pro-tem. **A motion was made by Smith, to appoint Saucedo as Council Mayor Pro Tem for the term May 2021 through May 2022, seconded by McClellan, all in favor, motion passed.**
4. Consideration and possible action on approval of Freeland Turk Task Order No. 8 MUD No. 1 Consultation. Daves spoke, suggests we limit cost to \$2,000. This covers speaking with Turk regarding MUD project. **A motion was made by Smith, seconded by Barron to table item until after executive session, all in favor, motion passed.**
5. Consideration and possible action on 90-day moratorium on any and all new major developments within the City of Blanco. Bullock spoke, to share legal requirements before we go forward with this. Start at where your maximum capacity is right now. Excess capacity must be maxed out before you can enter into this moratorium. Right now our water capacity is at 50% until March 2022. Moratorium is limited by legislature - limited by statue, First thing to do to begin the process, direct staff to begin to prepare evidence of what capacity we are at. Do not take any action tonight. The narrower in uses the moratorium is the more successful it will be. **No action taken. Smith asked staff to evaluate our water and waste water infrastructure and report back to Council.**
6. Discussion and possible action on “City Manager of the Year” consultation regarding evaluation of staff and structure. Kelly Kuenstler, (recommended from City of Fredericksburg), requested by Council persons Divine and Barron. We have a window of opportunity to consult with Kuenstler. How many hours would be needed? What are the council’s concerns? A lot has been inherited; we have a new council. We have some financial concerns. Barron asked if you walked into a city office, what would you expect to see? Policy and procedures manuals? Are we in compliance? Smith added, in a small office you are limited with personnel and costs are limited. Overlap, cross training. Need to do a better job of retaining our employees. Job descriptions, procedures. We have not put out an RFQ. For specialized services you may put out an RFQ, but you do not have to bid it out.

Brad said to solicit a proposal from Kuentler. Once she has been retained you can then take that into executive session. If you are not discussing a specific employee then you should not go into executive session. Kuentler said she would need to speak with current city administrator, and she will put together a proposal by next week for City Council review. Then City Council to hold a special meeting to review. She will work with Mr. Daves and sub-contract to save costs where she sees fit.

Closed open meeting at 9:38 pm and opened executive session at 9:38 pm.

Close executive session and return to open session at 9:58 pm.

Back to executive session at 9:59 pm pursuant to Section 1.05, Texas disciplinary rules of professional conduct for the purpose of discussing finance director findings.

Executive Session in accordance with Texas Government Code: in accordance with the authority contained in the Texas Government Code, Sections 551.071 and 551.074.

1. Texas Government Code Section 551.074 (Personnel Matters) to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee – Finance Director
2. Texas Government Code Section 551.074 (Personnel Matters) to deliberate the Personnel Matters to Discuss and Possibly Act on the City Administrator and other personnel positions. – **Nothing to discuss**
3. Texas Government Code Section 551.071 (Consultation with City Attorney) and Section 1.05, Texas Disciplinary Rules of Professional Conduct. Confer with City Attorney regarding legal issues associated with the Wastewater Treatment Plant permit application (WQ0010549002). – **No Updates**
4. Texas Government Code Section 551.071 (Consultation with City Attorney) and Section 1.05, Texas Disciplinary Rules of Professional Conduct. Confer with City Attorney regarding Canyon Lake percentage of ownership in water service lines and related billings.

Closed executive session at 10:43 pm and open regular session at 10:43 pm.

New Business:

4. **Smith made a motion to approve Task Order #8, with the following amendment to broaden scope of work to include Development Related Services, with a budget not to exceed \$2,000, seconded by Barron, all in favor, motion passed.**

Item #1, no action taken.

Item #2, no action taken.

Item #3, no action taken.

Item #4, no action taken.

Adjournment

A motion was made by Smith to adjourn the meeting, seconded by Divine, all in favor.

Meeting was adjourned at 10:48 pm.

Respectfully submitted,

Rachel Lumpee
Rachel Lumpee, Mayor

ATTEST:

Laurie A. Cassidy
Laurie A. Cassidy, City Secretary

These minutes were approved on the 8 day of June, 2021.

