

**JOHN F. COOK**  
MAYOR



**JOYCE WILSON**  
CITY MANAGER

**CITY COUNCIL**  
ANN MORGAN LILLY, DISTRICT 1  
SUSANNAH M. BYRD, DISTRICT 2  
EMMA ACOSTA, DISTRICT 3  
CARL ROBINSON, DISTRICT 4  
MICHIEL NOE, DISTRICT 5  
EDDIE HOLGUIN JR., DISTRICT 6  
STEVE ORTEGA, DISTRICT 7  
CORTNEY NILAND, DISTRICT 8

**SPECIAL WORK SESSION MEETING OF THE CITY COUNCIL MINUTES  
COUNCIL CHAMBERS  
October 18, 2012**

The City Council met at the above place and date. Meeting was called to order at 10:06 a.m. Mayor John Cook present and presiding and the following Council Members answered roll call: Susie Byrd, Emma Acosta, Steve Ortega, and Cortney Niland. Late arrivals: Carl Robinson at 10:08 a.m., Ann Morgan Lilly at 10:29 a.m., Michiel Noe at 10:33 a.m., and Eddie Holguin, Jr. at 10:35 a.m.

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1. Discussion on presentation of Capital Improvement Plan update.

Ms. Joyce Wilson, City Manager, explained the purpose of the meeting.

Representative Steve Ortega was thankful for quarterly updates being presented.

Ms. Wilson explained usefulness of updates for capital projects; not only for Representatives but also for the public.

Ms. Irene Ramirez, Assistant City Engineer, presented a PowerPoint presentation on Capital Improvement projects (copy on file in City Clerk's office).

Representative Acosta said cannot relate some projects on slide 7.6 million and 27 million. Where do they go?

Ms. Irene Ramirez stated part of subcomponents of Capital Improvement Plan, different components.

Representative Ortega questioned financial responsibility of park ponds.

Mayor Cook stated that the responsibility is shared with EPWU Utility funds.

Ms. Joyce Wilson stated components for parks are responsibility of the City.

Representative Byrd questioned sidewalk gap program. The list no longer exists. What is the process for projects?

Ms. Irene Ramirez explained the new criteria established for projects.

Mr. Victor Morrison-Vega, Deputy Director for Engineering, explained master list of sidewalk gaps that includes all and prioritizing what projects go first, according to needs.

Representative Robinson questioned the request process?

Mr. Morrison-Vega stated providing of projects is based according to needs, criteria and the highest ranked on the list goes first.

Representative Robinson questioned new development based on sidewalks. He suggested mandating sidewalks with new developments.

Ms. Wilson stated will have staff look into policy changes; also corridor and pedestrian traffic.

Mr. Alan Shubert, City Engineer, stated that for lots not completely developed maybe the City could use bond funds to finish.

Representative Acosta questioned major corridors on Alameda and Montana sidewalk gaps.

Mr. Morrison-Vega explained some belong to the State and require approval. Most streets belong to them. State is aware of problem. Federal projects are encouraged to use City standards and development issues; however City just cannot impose rules on Federal government.

Representative Acosta questioned Carolina bridge design and construction time frame.

Ms. Ramirez explained funding is not fully in place thru MPO/TXDOT. Engineering will have a meeting with TXDOT and try to accelerate the project.

Representative Niland questioned Airport/Airway construction project.

Ms. Wilson stated Regional Mobility Authority will be included.

Representative Ortega questioned red light violations put into traffic control.

Ms. Wilson stated that funds are legally delegated for striping, equipment, flashers, not used for operation.

Representative Ortega questioned unimproved medians; specific median improvement plan. He wants a first class perception for the public.

Ms. Wilson explained funds are allocated specifically for that and staff also uses tree farm and resources. There is a plan. In five to seven years the Community should see substantial change.

Representative Robinson questioned medians on TXDOT roadways: whose responsibility?

Mayor Cook explained they are TXDOT's responsibility and they contract their labor out.

Representative Acosta questioned median landscaping and using 2 percent for public arts. Can you use those funds?

Ms. Wilson stated projects will use that fund. Roundabouts, etc. – Ordinance is specific on the use of those funds.

Mr. Morrison-Vega explained Scenic Drive project repairs.

Representative Byrd commented on positive feedback from community.

Representative Robinson commented on completed lights on McCombs, constituents are grateful.

Representative Acosta questioned local firms and construction work.

Mr. Shubert explained 90 percent of design work goes to local companies. Most local firms cannot produce the bonds to bid on larger projects (Fort Bliss example). Local construction gives local companies opportunity to complete.

Ms. Wilson stated large outside firms usually sub-contract work out with local firms.

Representative Byrd questioned design review community; give small firms opportunity to bid for on-call.

Ms. Ramirez stated expanding on-call bids to expand the capacity (pre-qualify).

Representative Niland questioned landscaping design standards and criteria.

Ted Marquez talks to property owners regarding xeriscaping. Yes, there are standards for access.

Ms. Wilson explained every quarter the City will update City Council.

Representative Acosta questioned Ramos Court. When is construction to begin?

Ms. Ramirez expects to select design construction this fiscal year, construction expected to begin in Fall 2013.

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2. Discussion and action on revising City Code provisions to allow for Special Event applications for use of City rights of way.

Ms. Wilson explained the extreme government makeover process.

Ms. Leila Melendez, Executive Assistant to the City Manager, presented a PowerPoint presentation (copy on file in City Clerk's office).

Representative Ortega questioned number of downtown events and if they are growing. How much can applicants do on line?

Ms. Melendez explained applicants can file everything on line.

Ms. Wilson explained downtown events are handled by Downtown Management District.

Representative Acosta questioned events and vendors ordinances.

Representative Acosta questioned, "Why does alcohol require Council approval"?

Ms. Melendez explained TABC is requiring alcohol sales to go through Council.

Representative Robinson questioned super permits (all permits for event combined into one), and if they break out individual fees and cost of event.

Ms. Wilson explained the applicant will know exactly the cost of the permits to schedule the event.

Representative Robinson questioned when does this take effect?

Ms. Melendez stated January 1, 2013.

Representative Acosta questioned the application fee.

Ms. Melendez stated a cost of \$208.00 Downtown / \$350.00 not Downtown. The aim is to encourage more events downtown which is why fees are cheaper.

Representative Byrd questioned whether charitable solicitations should use IRS website.

Ms. Melendez stated that the application process verifies the individual is an actual entity.

Ms. Sylvia Firth, City Attorney, explained difference in fee for non-profit.

Representative Byrd questioned parks process (exclusive vs. occupy) problems in the past. Would like City to look at the process?

Representative Acosta questioned events downtown vs. not downtown. Why cost more, especially for non-profit?

Ms. Melendez explained privatized events are only charged a park fee on the application.

Representative Holguin questioned educating employees and enforcing who is in charge.

Ms. Melendez explained Community Development Department is in charge of application process and they will assign one person as event coordinator.

Ms. Wilson stated inspectors will be trained in the new process by 2013.

Representative Lilly questioned Cincinnati District problems.

Ms. Wilson explained events that create conflicts; Council approves. If not in agreement do not approve. Alcohol permission of sale has to go to City Council.

Old: 30 – 45 day process.

New: 5 -15 days to issue permits.

Representative Niland complimented staff on presentation.

Ms. Wilson explained that change in codes for administrative purposes will go before Council.

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Motion made by Mayor Pro Tempore Lilly, seconded by Representative Noe, and unanimously carried to **ADJOURN** this meeting at 11:39 a. m.  
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APPROVED AS TO CONTENT:

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Richarda Duffy Momsen, City Clerk