

**CITY COUNCIL GOVERNANCE COMMITTEE MEETING  
MINUTES  
WEDNESDAY, MAY 20, 2015  
10:00 A.M.  
CITY HALL, MEDIA BRIEFING ROOM**

Council Present:	Mayor Ivy R. Taylor, <i>Chair</i> Councilmember Rebecca Viagran, <i>District 3</i> Councilmember Rey Saldaña, <i>District 4</i> Councilmember Ron Nirenberg, <i>District 8</i> Councilmember Joe Krier, <i>District 9</i>
Staff Present:	Erik Walsh, <i>Deputy City Manager</i> ; Martha Sepeda, <i>Acting City Attorney</i> ; Leticia Vacek, <i>City Clerk</i> ; Joe Niño, <i>Deputy City Attorney</i> ; Carlos Contreras, <i>Assistant City Manager</i> ; Anthony Treviño, <i>Interim Chief of Police</i> ; Ed Belmares, <i>Assistant City Manager</i> ; Veronica Zertuche, <i>Deputy City Attorney</i> ; Sam Adams, <i>Assistant City Attorney</i> ; Ed Guzman, <i>Assistant City Attorney</i> ; Camila Kunau, <i>Assistant City Attorney</i> ; Savita Rai, <i>Assistant City Attorney</i> ; Di Galvan, <i>Director, Communications and Public Affairs</i> ; Shanon Miller, <i>Director, Office of Historic Preservation</i> ; Rod Sanchez, <i>Director, Development Services Department</i> ; Vincent Nathan, <i>Assistant Director, Metro Health</i> ; Mike Shannon, <i>Assistant Director, Development Services Department</i> ; John Peterek, <i>City Manager's Office</i> ; Brandon Smith, <i>Office of the City Clerk</i> ; Denice Trevino, <i>Office of the City Clerk</i>
Also Present:	Councilmember Roberto Treviño, <i>District 1</i> ; Councilmember Mike Gallagher, <i>District 10</i> ; Jaie Avila, <i>Reporter, WOAI TV</i> ; Robert Thrailkill, <i>General Manager, Hilton Palacio del Rio</i>

**CALL TO ORDER**

Mayor Taylor called the meeting to order.

- 1. Approval of the Minutes for the City Council Governance Committee Meeting of April 15, 2015.**

Councilmember Krier moved to approve the minutes of the April 15, 2015 Governance Committee Meeting as submitted. Councilmember Viagran seconded the motion. Motion carried unanimously.

- 2. Report on Items Considered by City Council Committees Between April 14, 2015 and May 15, 2015.**

Mayor Taylor referred to the Committee Report of future items to be presented at Council Committee Meetings and the City Council A and B Session Forecast.

Erik Walsh noted that the briefing on the Public Safety Regional Radio System was removed from the May 20, 2015 “B Session” and would be presented during June following presentation to the High Profile Contract and Public Safety Committees.

### **Individual Briefings**

#### **3. Briefing and Possible Action on a Request from Mayor Taylor on Tricentennial Commission. [Ed Belmares, Assistant City Manager]**

Ed Belmares stated that San Antonio was founded on May 5, 1718 when the Spanish Governor of the Tejas Province, Don Martin de Alarcon, declared “Villa de Bejar” and approved for Civil Settlement. He noted that San Antonio would celebrate its 300<sup>th</sup> Anniversary on May 5, 2018. He stated that Mayor Taylor recently announced the creation of the Tri-Centennial Commission which would be chaired by:

1. Father David Garcia, Archdiocese of San Antonio
2. Dr. Katie Luber, Director of the San Antonio Museum of Art
3. Robert Thrailkill, General Manager of the Hilton Palacio del Rio

Mr. Belmares noted that the Commission would also include: 1) Mayor and City Council Appointees; and 2) Past Mayors and other Luminaries as Honorary Chairs. He stated that the Commission would report to the City Council via the Governance Committee and noted that Mayor Taylor met with the Tricentennial Commission on Friday, May 15, 2015. He reported that an Internal Project Group of the Commission would focus on:

- Other city celebrations
- Surveying internal departments for projects to be completed by 2018
- Identifying Community Stakeholders planning special events related to the Tricentennial

Mr. Belmares identified the following next steps:

- Finalize the selection and appointment of members to the Commission
- Internal Project Group to present its findings in July 2015 to the Commission

Mayor Taylor invited Councilmembers to submit their name for membership on the Commission. Councilmember Viagran indicated that she would like to serve on the Commission.

No action was required for Item 3.

#### **4. Briefing and Possible Action on a Request from Mayor Taylor on City of San Antonio Board and Commission Review Process [Leticia M. Vacek, City Clerk]**

Leticia Vacek stated that a survey to review Best Practices was distributed to the Governance Members from the cities of Austin, Dallas, El Paso, Ft. Worth, Indianapolis, Indiana, Phoenix, Arizona, San Jose, California, and the State of Texas was performed. She noted that no response

from the State of Texas had been received to date. She reported that the number of Boards and the Appointment Process varied from city to city. She noted that the Mayor of Indianapolis appointed all Board and Commission Members. She stated that the process for the appointment of At-Large Board Members in the City of San Antonio (CoSA) included interviews by City Council Committees and approval by the full City Council. She added that several cities did not have City Council Committees. She reported that most cities did not have an Annual Review Process for Boards and Commissions. She mentioned that the annual review of Boards and Commissions for the City of Austin was performed by the Auditor's Office. She stated recommended that the Mayor appoint a three-member Ad Hoc Committee comprised of Councilmembers, to review all Boards and Commissions for sunset, consolidation, or elimination. She reported that such a Committee had not been appointed since 2009. She stated that a review of several Boards and Commissions overseen by the Quality of Life Committee was reviewed in 2013 at the request of former Councilmember Elisa Chan.

She reported that there have been several Ad Hoc Boards and Commissions appointed in Phoenix but no permanent Boards and Commissions have been created or sunset in the past three years. She stated that the Appeals Board in the City of Fort Worth was disbanded in 2014 and the Oversight Crime Prevention Grant Board was eliminated in Indianapolis. She reviewed the CoSA Boards and Commissions which had been created, eliminated or consolidated. She mentioned the Advertisement Process for Board and Commission Vacancies for all cities. She reported that CoSA Board and Commission Vacancies were advertised via TV-SA, newsprint, Press Releases, and Social Media and presentations were made to organizations City-wide. She added that an e-list of Board and Commission vacancies was provided monthly to the City Council. She noted that most cities did not respond to a request of their Best Practices. She stated that the City of Phoenix provided each Board and Commission Member with a Resource Guide and coordinated training upon appointment. She reported that CoSA Best Practices includes continuous vacancy recruitment via advertisements and presentations, and conduct of the Municipal Leadership Institute semi-annually. She stated that an appointment packet was provided to newly appointed Board and Commission Members with Departmental Orientation Sessions.

She reported that in coordination with the City Attorney's Office, the Boards and Commission Guidelines (Guidelines), which were distributed to Committee Members, were reviewed and the recommended deletions and additions noted. She recommended that the Mayor appoint a committee charged to review the recommended revisions to the Guidelines and to determine whether or not to consolidate, sunset, or eliminate Boards and Commissions and present its recommendations to the full City Council for consideration.

Mayor Taylor asked how a review of Boards and Commissions had been performed in the past. Mrs. Vacek replied that the Mayor appointed a Subcommittee of the Governance Council Committee to review the Boards and Commissions Process. She noted that said Subcommittee met with the Office of the City Clerk and the City Attorney's Office Staff over a six-month period. She added that the subcommittee submitted recommendations to the full City Council for consideration. She reported that the Boards and Commissions Guidelines were reviewed and revised at that time.

Councilmember Krier suggested that a turnover of Boards and Commissions Members be performed periodically. He stated that he supported periodic Audits of Boards and Commissions.

Councilmember Viagran asked if other cities retained the same Boards and Commissions Members over an extended period of time. Mrs. Vacek stated that staff would research said information and provide to the Committee. She referred to the Holdover Provision for the City of San Antonio Boards and Commissions which was in the City Charter. Ms. Sepeda stated that the State Constitution included a Holdover Provision for Boards and Commission Members.

Mayor Taylor stated that the appointment of a Subcommittee would provide the City with the opportunity to streamline the Boards and Commissions Process. She added that recommendations would enhance the efficiency and effectiveness to adequately reflect the priorities of Citizens and the City Council, and to strengthen the opportunity for Citizen Engagement. She stated that she supported an ongoing process for review of Boards and Commissions.

Mrs. Vacek suggested the creation of a Board or Commission to address innovation or technology.

Councilmember Krier moved to recommend the creation of a Task Force charged to review the current Boards and Commissions' effectiveness and efficiency, structure, and functions, and to make recommendations to the Governance Committee within 90 days. Councilmember Nirenberg seconded the motion. Motion carried unanimously.

**5. Briefing and Possible Action on a Request from District 1 Councilmember Roberto Treviño on a Review of Demolition Procedures.** [Shanon Miller, Director, Office of Historic Preservation; Roderick Sanchez, Director, Development Services Department]

Mike Shannon stated that Councilmember Treviño submitted a Council Consideration Request (CCR) on April 22, 2015 to review and modify the City's current Demolition Procedures to improve the process to address dangerous structures. He reported that City Code, Chapter 6, Buildings, and Chapter 35, Unified Development Code, currently outlined procedures for the Development Services Department (DSD) and Office of Historic Preservation (OHP) to partner with the Building Standards Board (BSB) and the Historic Design Review Commission (HDRC) to address structures which were defined as "dangerous buildings" due to significant structural and/or safety defects. He presented the following proposed changes to said Code:

1. Create a protected class of Citizens to include:

- ❖ Persons age 65 and over
- ❖ Veterans
- ❖ Persons that have lived in their homes for 20 years or longer
- ❖ Persons that have a serious chronic health condition

Mr. Shannon stated that said Citizens would be given an additional six months to develop a Rehabilitation Plan for their structure and no fines or penalties would be levied during this time.

2. Mandate specific educational and background requirements for BSB Members

Current	Proposed
<p>14-member Citizen-based Quasi-Judicial Board-two (2) seven member panels comprised of:</p> <ul style="list-style-type: none"> <li>• 10 Members appointed by Council Districts</li> <li>• 3 Members appointed at large/1 appointed by Mayor (within the following categories): <ul style="list-style-type: none"> <li>❖ Single Family Rental Property Manager</li> <li>❖ Multi-Family Rental Property Manager</li> <li>❖ Commercial Rental Property Manager (or other design professional)</li> <li>❖ Historic Preservation Professional</li> </ul> </li> </ul>	<p>14-member Citizen-based Quasi-Judicial Board-two (2) seven member panels, each panel comprised of:</p> <ol style="list-style-type: none"> <li>1. Architect</li> <li>2. Civil Engineer</li> <li>3. General Contractor</li> <li>4. Social Worker</li> <li>5. Health Care Professional</li> <li>6. Retired person (age 64 and over)</li> <li>7. Veterans</li> </ol>

3. Modify the current City Code to require a full BSB Meeting of the 14 members (i.e. both seven-member panels) to convene and consider “Dangerous Structure” Cases for those structures designated historically significant

- ❖ Currently only one (1) seven-member BSB Panel was required to order a demolition of a historic nature.
- ❖ Additional Hearing was intended to better protect Historic Structures while continuing to safeguard the Public Safety, health and general welfare of Citizens and neighborhoods.

Mr. Shannon stated that staff recommended referral of this item to the Quality of Life Council Committee and the Infrastructure and Growth Council Committee for consideration.

Councilmember Treviño noted that the proposed revisions would enhance communication between the DSD and OHP Departments.

Councilmember Viagran asked if flexibility existed regarding the educational and background requirements for the BSB. Councilmember Treviño replied that some flexibility existed regarding the requirements for appointment on the BSB. Councilmember Gallagher expressed concern that the number of proposed appointees would not be sufficient to break a tie vote. Mayor Taylor expressed her support for financial literacy and education for Homeowners.

Councilmember Viagran moved to forward the proposed changes to Chapter 6 and Chapter 35 to the Quality of Life and the Infrastructure and Growth Council Committees for consideration. Councilmember Saldaña seconded the motion. Motion carried unanimously.

**6. A Briefing and Possible Action on a Request from District 10 Councilmember Mike Gallagher to Consider the Creation of “Safe Exchange Zones at Police Substations” [Erik Walsh, Deputy City Manager; Anthony Treviño, Interim Police Chief]**

Chief Anthony Treviño stated that Councilmember Gallagher submitted a CCR on May 12, 2015 requesting the establishment of Safety Exchange Zones (Zones). He noted that the establishment of said Zones would assist Citizens to safely broker transactions with strangers and prevent the victimization of buyers or sellers. He stated that staff proposed the establishment of said Zones at the six Police Substations. He noted that while the majority of Online Exchanges (Craigslist, Oodle, Recycler, Pawngo, etc.) were legitimate and safe; nationwide, there had been instances of such transactions resulting in violent encounters. He reported that if approved, San Antonio would be the first city in the state to establish said Zones and that there was a growing nationwide trend to create said Zones. He stated that the San Antonio Police Department (SAPD) recommended that when performing said transactions the individual should:

- ❖ Insist on a Public Meeting Place
- ❖ Don't go alone
- ❖ Do not meet in a secluded area
- ❖ Perform the transaction during the daytime
- ❖ Take your Cell Phone with you

Councilmember Saldaña moved to forward this item to the Public Safety Council Committee for further consideration. Councilmember Viagran seconded the motion. Motion carried unanimously.

**Consent Briefings**

**7. A Briefing and Possible Action on a Request from District 2 Councilmember Alan Warrick for Measures to Mitigate and Prevent San Antonio Consumers from Purchasing Unlabeled and/or Untreated Secondhand/Recycled Mattresses. [Erik Walsh, Deputy City Manager; Dr. Thomas L. Schlenker, Director of Public Health]**

Dr. Vincent Nathan stated that this proposed program would be the first of its kind in San Antonio and must reflect the State Regulations in place for similar programs. He noted that any Ordinance not meeting the State Regulations would require an exemption. He stated that a meeting was requested with the City Attorney's Office to review said State Regulations. He noted that this proposed program would apply mostly to small businesses and Hotel Mattresses would not be included in said proposed program. Erik Walsh stated that staff recommended forwarding said item to the Quality of Life Council Committee for further discussion.

Councilmember Nirenberg moved to forward this item to the Quality of Life Council Committee for further consideration. Councilmember Saldaña seconded the motion. Motion carried unanimously.

#### **Consideration for Future Meetings**

#### **8. Next Meeting Scheduled: June 17, 2015**

#### **Adjournment**

There being no further discussion, Mayor Taylor adjourned the meeting at 11:30 a.m.

#### **ATTEST:**

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*Ivy R. Taylor*  
*Mayor*

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*Leticia Vacek, TRMC/MMC/CMC*  
*City Clerk*