

**State of Texas  
County of Bexar  
City of San Antonio**



**DRAFT  
Meeting Minutes  
City Council Special Session**

City Hall Complex  
105 Main Plaza  
San Antonio, Texas 78205

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**Tuesday, September 4, 2018**

**2:00 PM**

**Municipal Plaza Building**

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The City Council of San Antonio convened in the "B" Room of the Municipal Plaza Building. City Clerk Leticia Vacek took the Roll Call noting the following Councilmembers present:

**PRESENT:** 10 - Mayor Nirenberg, Treviño, Shaw, Viagran, Saldaña, Gonzales, Brockhouse, Pelaez, Courage, and Perry

**ABSENT:** 1 - Sandoval

Mrs. Vacek announced that Councilmember Sandoval was absent due to weather conditions and flight delays.

1. Staff presentation on the FY 2019 Proposed Budget focusing on, but not limited to, the following City Departments: [Sheryl Sculley, City Manager; Justina Tate, Director, Management and Budget]
  - A. Historic Preservation
  - B. Municipal Court
  - C. Administration of the City

**MUNICIPAL COURT**

Judge John Bull provided an overview of Municipal Court consisting of the Judiciary, Magistration, Court Operations, and Financial Management Divisions. He reviewed legislative changes at the State Level requiring additional notifications and assessments to enhance accessibility in the justice system.

Fred Garcia described the implementation of Senate Bill 42 and noted the creation of a Security Committee to recommend security enhancements. He stated that a Court Security Policy was already implemented and Bailiffs received security training. He added that the Security and Duress Systems would be upgraded.

Judge Bull stated that the Juvenile Case Manager Program received a Truancy Prevention and Intervention Program Grant from the State of Texas in FY 2018. He noted decreased truancy case referrals for prosecution; increased student referrals for court mediation; and increased juvenile related program attendance. He stated that FY 2019 initiatives and improvements included Youth Re-engagement; Municipal Traffic Safety; and Magistration. He noted that the Magistrate's Office would transition to Magistrate Class B and above arrests to expedite the process in lieu of Bexar County Magistration. Mr. Garcia added that the proposed FY 2019 Budget totaled \$14.95 million.

Mayor Nirenberg expressed support for Youth Re-engagement Initiatives and asked of capacity building to handle the additional magistration workload. Judge Bull replied that additional judges were hired and staff was undergoing training in the magistration process.

Councilmember Shaw asked of post-magistration mental health services at the Class C Misdemeanor Level. Judge Bull replied that the Municipal Court coordinated with the Public Defender and St. Mary's Legal Clinic to provide assistance when dealing with homelessness and mental health.

Councilmember Gonzales expressed concern with the condition of the Municipal Courthouse and expressed support for Youth Re-engagement Initiatives. Councilmember Treviño expressed support for Youth Re-engagement Initiatives.

Councilmember Courage asked of preventing gun possession for domestic violence offenders. Mr. Garcia replied that the department participated in voluntary reporting of domestic violence convictions at the State Level and offenders were informed of the weapon prohibition upon conviction.

Councilmember Pelaez expressed support to renovate or relocate the Municipal Courthouse. City Manager Sheryl Sculley stated that previous efforts to build a new courthouse were put

on hold but staff could reinvestigate options for renovation or relocation.

Councilmember Saldaña expressed support for renovating or relocating the Municipal Courthouse in a future Budget Cycle and for Youth Re-engagement Initiatives.

Councilmember Perry expressed concern that Youth Re-engagement Initiatives would provide duplicative services of existing organizations. Judge Bull stated that cross-organizational communication was lacking and the center would centralize services and referral processes.

Councilmember Brockhouse suggested restricting a portion of Delegate Agency Funding to collaborate with City Departments in support of existing programs and expressed support for Youth Re-engagement Initiatives.

Mayor Nirenberg thanked staff for the presentation.

### **HISTORIC PRESERVATION**

Shanon Shea Miller stated that the Office of Historic Preservation (OHP) was divided into Design Review; Archaeology; ScoutSA; Vacant Buildings; and Education and Outreach. She highlighted event outreach; the launch of the Design Assistance Pilot Program; the creation of three new Local Historic Districts; repair and maintenance through S.T.A.R. and REHABARAMA Events; Living Heritage Symposium; Legacy Business Program; and Vacant Building Program. She stated that the proposed FY 2019 Budget totaled \$2.1 million with priorities in the Design Review Program; Cultural and Living Heritage programming; and expanding outreach with a focus on education. She noted that staff proposed an additional revenue source via a voluntary Eligibility Assessment Fee to formalize an existing service. She stated that proposed Cultural and Living Heritage Programs were the Living Heritage Trades Academy and the Kelso House Learning Lab.

### **ADMINISTRATION OF THE CITY**

Lori Steward stated that Human Resources served to attract, develop, engage, and retain a diverse workforce committed to fulfilling the City's mission. She noted that the results of the 2018 Employee Engagement Survey indicated higher employee engagement levels than other Government Agencies. She outlined the organization of the department into four main areas: (1) Recruitment, Classification, and Compensation; (2) Employee Relations; (3) Employee Benefits; and (4) Training, Engagement, Fiscal, and Communications. She stated that the FY 2019 Proposed Budget totaled \$169.4 million with the majority of funding for Employee Benefits. She noted savings due to improved vendor discounts, expanded network coverage, and increased consumerism via plan design changes. She highlighted the following changes in Civilian Compensation: Increased Entry Wage to \$15.00 an hour; 1% Cost of Living Adjustment (COLA); 0% to 4% Lump Sum for Professionals and above based on

Performance Evaluation; and \$800 Lump Sum for employees at the maximum step of the Step Pay Plan. She noted no changes in Healthcare Plans or employee contributions. She reviewed the history of the Step Pay Plan with proposed modifications to reduce the number of steps to seven; increase the distance between pay ranges; and increase all steps to a minimum of 2%. She noted employee growth opportunities in Continuing Education, Skills Development, and Leadership Training. She stated that FY 2019 would include expanded tuition reimbursement for GED Testing Fees and the implementation of a Student Loan Payment Program.

María Villagómez stated that City Administration totaled \$254 million across 14 City Departments. She noted that City Support Services were comprised of the City Attorney's Office; City Auditor's Office; Office of the City Clerk; City Manager's Office; Mayor and Council Support; Government and Public Affairs; Municipal Elections; and Non-Departmental. She stated that the Proposed Budget for City Support Services totaled \$43.2 million with a \$2.8 million net increase. She noted that the increase was primarily due to increases for Municipal Elections; Mayor and Council Support; Government and Public Affairs; and the Office of the City Clerk. She stated that non-departmental costs were comprised of Sales Tax collection expenses; Bexar Appraisal District expenses; rental of office space; Property Tax collection expenses; International Center maintenance; General Fund contingency; fuel price fluctuation contingency; association dues; credit card fees; and SA2020. She noted that Internal Support Services were comprised of Building and Equipment Services; the Budget Office, Finance and Procurement; the Innovation Office; Information and Technology Services; the Equity Office; and Risk Management. She stated that the Proposed Budget for Internal Support Services totaled \$190.8 million with a \$6.9 million net increase. She noted that the increase was primarily due to an Enterprise Microsoft Agreement; upgrades to fuel and carwash systems; and new positions for the following: IT Security; Service Centers; Contract Administration and Fiscal Monitoring; Equity; Smart City Initiatives. She stated that the Proposed Budget for 311 Customer Service totaled \$3.17 million with a \$150,000 increase due to COLA, Pay Plan adjustments, and technology maintenance.

Councilmember Viagran asked of the addition of eight positions for Contract Administration and Fiscal Monitoring. Troy Elliott replied that the addition would allow centralization of monitoring and cohesion in policies and procedures. Mrs. Sculley added that additional staff were recommended due to trends in audit findings and increased contract volume. Councilmember Viagran asked how many employees were at their maximum salary. Ms. Steward replied that there were 1,235 under the Step Pay Plan and 2,500 under the Performance Pay Plan. Councilmember Viagran requested metrics regarding usage and outcomes for employee growth opportunities and expressed support for Historic Preservation initiatives.

Councilmember Courage asked of OHP's role in the Alamo Plaza Master Plan. Mrs. Miller replied that the Plaza itself would be subject to the HDRC process with a recommendation to come before City Council. Councilmember Courage asked of considerations for short-term rentals in relation to Historic Designations. Mrs. Miller replied that designation only applied to exteriors and did not apply to interior use. Councilmember Courage asked of the new Service Centers. Jorge Pérez replied that one Service Center would replace the existing facility on Culebra Road and the New Braunfels Service Center would be moved to a new location.

Councilmember Brockhouse expressed support for REHABARAMA and thanked staff for their work on the establishment of the Historic Highway 90 Cultural Heritage District. He expressed support for better communication regarding total compensation and for increasing the COLA for employees at their salary cap.

Councilmember Perry expressed support for broadening the Vacant Building Program to the entire city.

Councilmember Viagran asked of the cost of the COLA. Mrs. Sculley replied that a 1% increase for all Civilian Employees totaled \$4.4 million. Councilmember Viagran expressed support for increasing compensation to keep up with rising costs of living, particularly for employees at their salary cap.

#### **ADJOURNMENT**

There being no further discussion, Mayor Nirenberg adjourned the meeting at 4:53 pm.

APPROVED

RON NIRENBERG  
MAYOR

ATTEST:

LETICIA M. VACEK, TRMC/CMC/MMC  
CITY CLERK