

City of Natalia, Texas
Regular City Council Meeting
June 20, 2016 at 7:00 pm
Minutes

Roll Call: Mayor Manuel C. Saldana - Present Alderman Sam Smith –Present
Alderman Mike Fernandez – Absent Alderman Tommy Ortiz - Present
Alderman Sam Bluemel – Present Alderman Ruben Juarez – Present

Call to Order:

- 1) Mayor Saldana called the regular city council meeting to order at 7:00 pm followed by the pledge of allegiance, and the invocation by Alderman Bluemel.

Citizens to be Heard:

- 2) None.

City Council Comments:

- 3) None.

Committee Reports (addendum):

3a) Ruby Vera, Chairwoman of the Natalia Municipal Development District, reported that NMDD Board of Directors met to discuss one, three, and five year goal plans, marketing strategies, and ways to attract new businesses into Natalia. The next NMDD Meeting is scheduled for July 20, 2016 at 6:30pm.

Consent Agenda:

- 4) a. Approval of Minutes: May 16, 2016 Regular Meeting
al. Approval of Minutes: June 13, 2016 Special Meeting (addendum)
b. Approval of Financial Activity Report: May2016
c. Approval of Police Department Activity Report: May 2016
d. Approval of Municipal Court Activity Report: May 2016
e. Approval of Code Compliance Activity Report: May 2016
f. Approval of Utility Department Activity Report: May 2016

Action: Alderman Bluemel made the motion approving the consent agenda, and Alderman Smith seconded the motion. Vote: 4-0; Motion carried unanimously.

Discussion/Consideration of Action Items:

- 5) **Discuss/Consider Fiscal Year 2014-2015 Financial Audit Presentation by Auditor Beyer & Co.**
Wayne Beyer, Auditor/Owner of Beyer & Co., presented to Council the City's fiscal year 2014-2015 financial audits of the city's governmental and operating funds. Beyer discussed in the management letter that no deficiencies were identified in internal controls that are considered to be material weaknesses; however, commented on the segregation of duties, to which the city should work to eliminate the lack of segregation of duties through processes of review and initialing. Beyer's observations and findings noted one matter that utility accounts were not being properly billed for late fees, and discoveries of accounts not billed the \$35.00 untimely payment fee (disconnection fee); the application of late fees were corrected, and recommends delinquent account to be monitored for assurance. General Fund had a positive ending fund balance of \$13,579; NPD Impound Fund had a positive ending fund balance of \$10,438; Veteran Memorial Library Fund had positive ending fund balance of \$2,993 (account ownership has been transferred to Library); Municipal Development District Fund had a positive ending fund balance of \$142,551 (account ownership has been transferred to MDD Board of Directors); Utility Fund had a negative fund net cash balance of -\$19,622; the City retained a total of \$163,631 of restricted cash assets. The City has a total ending balance of \$105,819 in long-term debt, and business liabilities of 79,996; and net percentage in pension liabilities of 88.67%.

Action: Alderman Smith motioned accepting the City of Natalia's Fiscal Year 2014-2015 financial audit. Alderman Ortiz seconded the motion. Vote: 4-0; Motion carried unanimously.

- 6) **Discuss/Consider approving Resolution related to the settlement of Civil Action No.5:15-cv-00483-DAE: Waymon Morgan v. the City of Natalia, Ruby Vera and Beth Leonesio, Individually and in the Official Capacities, United States District Court, Western District of Texas, San Antonio Division.**

Discussion: None.

Executive Session: Without objection Mayor Saldana reserved Council's right to convene into Executive Session at 7:37pm to discuss this agenda item, which is legally permissible pursuant to Texas Government Code, Chapter 551; Section 551.071, Consultation with Attorney.

Regular Session: The City Council reconvened into Regular Session at 8:00pm, and took the following action:

Action: Alderman Smith made the motion to postpone this item until the next regular or special meeting; and Alderman Bluemel seconded the motion.

Vote: 4-0; Motion carried unanimously.

- 7) **Discuss/Consider hiring and swearing in Desiree Reyes as a Reserve Police Officer for the Natalia Police Department.**

Discussion: Chief Rodriguez introduced Desiree Reyes to the City Council, and mentioned that she is straight out of the police academy and will be obtaining hands-on training through the departments ride-along program.

Action: Alderman Ortiz made the motion hiring Desiree Reyes as a Reserve Police Officer; and Alderman Bluemel seconded. Mayor Saldana swore Desiree Reyes by giving her the Oath of Office.

Vote: 4-0; Motion carried unanimously.

- 8) **Discuss/Consider methods of reporting and auditing supervisor's activities and accountability.**

Discussion: Alderman Bluemel stated that in the light of recent claims, in order prevent future liabilities, the city needs to account for supervisors activities, either by logging the daily activities, reporting to council, or reporting timesheets. City Administrator Hernandez received plans of what other agencies require from their supervisor's, and many had them turn in timesheets that simply stated "salary" and their signature, some required them to clock-in and out as hourly employees, and some didn't require anything other than leave slips; however, no agency provided information on whether reports of activities were required. Chief Rodriguez explained that through Copsync he has the capability of turning in activity logs, but that would create a lot of paperwork, and then questioned who it would review them, and for how long would they be kept? Alderman Smith suggested that all supervisors sign-in through Copsync. City Administrator explained that only the police department has access to this program, and it is not available to other departments; and suggested a simple salary-accountability timesheet be turned in with payroll each week, and a monthly report from supervisors be issued to council at each regular council meeting; this would be in addition to their monthly department reports. Alderman Bluemel agreed with the City Administrator's suggestion, and would like supervisors to begin this process, and report to council if it isn't working to determine other methods of reporting and accountability.

Action: No action taken.

Staff Reports:

- 9) **City Administrator:**

- a. Proposed FY 2016-2017 Budget & Tax Calendar was provided to Council to review suggested meeting dates and times, and to report of any conflicts as soon as possible to determine if a quorum would be available to meet on those dates/times.
- b. Important Election Dates for November 2016 Election is released, and the first day to file an application for a place on the ballot is July 23, 2016 and last being August 22, 2016; three aldermen positions, currently seated by Sam Smith, Mike Fernandez and Tommy Ortiz, is up for this November 2016 Election.

- 10) **Utility Director:**

- a. The 2015 Consumer Confidence Annual Drinking Water Quality Report is available for review, and notices to the public have been published in the newspaper, as well as a notice to be included in this month's utility bill.

- b. The utility department has started the early summer hours, as of today, from 7:00am to 4:00pm, to begin work one hour earlier to get out from working long hours in the summer heat, this change should return back to regular hours by September 30.

11) **Adjournment.** Alderman Bluemel motioned to adjourn the meeting, and Alderman Smith seconded the motion. Motion carried unanimously.

Passed and Approved this 18th day of July, 2016.

Approval:

Manuel C. Saldana, Mayor

Attest:

Lisa S. Hernandez,
City Administrator/Secretary