

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



**Meeting Minutes
City Council Special Meeting**

Municipal Plaza Building
105 Main Plaza
San Antonio, Texas 78205

Tuesday, September 7, 2021

10:00 AM

Municipal Plaza Building

ROLL CALL

The City Council convened in a Regular Meeting. City Clerk Tina J. Flores took the Roll Call noting a quorum with the following Councilmembers present:

PRESENT: 10 - Mayor Nirenberg, Bravo, McKee-Rodriguez, Viagran, Rocha-Garcia, Castillo, Sandoval, Pelaez, Courage, and Perry

ABSENT: 1 - Cabello Havrda

1. Staff presentation of the FY 2022 Proposed Budget focusing on, but not limited to, the following City Departments or Initiatives. [Erik Walsh, City Manager; Scott Huizenga, Director, Management and Budget]

A. Development Services & Code Enforcement

Development Services Department (DSD) Director Michael Shannon stated that there 456 team members in the department which was comprised of four divisions: Plan Review; Field Services- Inspections; Land Development; and Code Enforcement. He introduced the department's Executive Team and reviewed the services provided by the department. He stated that the FY 2022 Proposed Budget for DSD was \$58.1 million of which \$42.5 was funded by the Development Service Fund and \$15.5 million was funded by the General Fund.

Mr. Shannon reviewed the FY 2021 highlights of the department:

- Experienced increase in permits and inspections (especially residential)
- Launch of final phase of BuildSA- permitting and inspections system
- Continued with Emergency Declaration enforcement (through March 2021)
- Monitored legislative bills with potential impact to department
- Ongoing task force review for Noise Ordinance

Mr. Shannon reported that FY 2022 program enhancements included the addition of 19 positions which would assist in reviewing and inspecting projects. He noted that \$75,000 from the General Fund was allocated to Code Enforcement for the pilot program for noise related calls. He reviewed the current process for streetlight requests and noted that staff worked closely with City Public Service Energy (CPSE) on the requests.

Mr. Shannon reported that in FY 2021, residential permits increased by 44.2% and residential permits were expected to increase by 9.4% in FY 2022. He stated that in FY 2021, 30% of code enforcement personnel were reassigned to emergency declaration enforcement. He indicated that during the pandemic, educational forms were utilized rather than notices of violation. He reviewed the code enforcement process and noted that general code cases would take an average of 45 days and Building Standards Board cases would take an average of 6-18 months.

Mr. Shannon stated that the upcoming DSD Academy would be held on September 18, 2021 at 9:00 AM and topics would include:

- Code Enforcement 101
- UDC process
- How and when to get permits for work in your home
- Tree preservation and Oak Wilt prevention
- Zoning 101

Mr. Shannon presented the performance measures for development services:

Development	FY 2021 Target	FY 2021 Estimate	FY 2022 Target
Calendar days for major plats technical review	20	18	20
Complex commercial plan review (calendar days)	18	18	18
Initial residential plan review (business days)	3	3	3
Building inspections performed as scheduled	95%	90%	95%

Mr. Shannon presented the performance measures for code enforcement:

Code Enforcement	FY 2021 Target	FY 2021 Estimate	FY 2022 Target
Proactive cases-Tier 1 & Tier 2	65%	53%*	65%
Response time-Tier 1	2 days	7 days*	2 days
Response time-Tier 2	3 days	8 days*	3 days
45-day compliance rate-Tier 1 & Tier 2	80%	75%*	90%
Graffiti sites abated	50,000	47,515	50,000

Mr. Shannon stated that the FY 2022 department workplan included:

- Code update process
- Noise Ordinance update and pilot program
- Street Lighting Index
- Affordable Housing Team
- Large area re-zonings and New Neighborhood Conservation District Code update

B. Animal Care Services

Animal Care Services (ACS) Acting Director Shannon Sims recognized members of the Animal Care Services Advisory Board in attendance. He presented the performance measures for FY 2019-FY 2021:

Performance Measures	FY 2019 Actuals	FY 2020 Actuals*	FY 2021 Target	FY 2021 Estimate*	FY 2022 Target
Animals Impounded	32,630	27,194	28,130	25,336	30,000
Live Release Rate	90.8%	92.1%	90.0%	92.0%	90.0%
Pets Returned to Owners	8,059	7,327	7,100	6,518	7,750
Microchips Implanted	18,917	14,193	15,000	12,719	17,250

*Impacted by COVID-19

Mr. Sims stated that the ACS Team would research best practices, release a community survey, meet with the ACS Advisory Board and a new ACS Strategic Plan would be presented to the City Council for consideration in September of 2023.

Mr. Sims reported that a new Case Management Program was included in the FY 2022 Proposed Budget which would be the first of its kind in the nation for cities the size of San Antonio. He noted that the number of citations for repeat offenders was analyzed and it was found that over 40% of households that received a citation had received one within the last 365 days. He reported that five positions would be added which would deliver resources to the residents needing them the most focusing on areas with an Equity Atlas score of seven or higher. He added that the total cost was \$319,644.

Mr. Sims stated that in FY 2022, field enforcement coverage would be 24/7 and four Officer

positions and two trucks would be added to create a third shift from 11:00 PM to 7:00 AM. He indicated that with these resources, ACS would take responsibility for 12,000 animal-related calls for service that were typically taken by the San Antonio Police Department (SAPD). He added that staff would still work with SAPD on calls that involved violent people and violent dogs. He presented the performance measures for field enforcement:

Performance Measure	FY 2019 Actuals	FY 2020 Actuals*	FY 2021 Target	FY 2021 Estimate*	FY 2022 Target
Initial Responses to 3-1-1 Service Requests	80,401	70,707	71,205	68,406	89,840
Follow-Up Field Visits and Investigations	38,358	37,889	29,795	29,573	34,160

Mr. Sims reported that funding for a second Dog Trainer was included in the FY 2022 Proposed Budget. He stated that the Dog Trainers supported new adopters with free training and evaluated animals upon intake to ACS to help identify and correct behavioral issues.

Mr. Sims stated that the FY 2022 Proposed Budget for ACS was \$18.5 million and funded 164 positions. He indicated that one of the goals of ACS was to control and reduce the size of the pet population in San Antonio. He noted that the most effective tool to accomplish this was spay/neuter surgeries. He reported that for a good part of 2020, most contractual partners of ACS stopped providing surgeries due to COVID-19. He stated that the United States was facing a critical shortage of Veterinarians and ACS has had a Veterinarian vacancy since February 2021. He indicated that ACS had established contractual partnerships with new providers and were planning to issue multiple Request for Proposals (RFPs) which would help to solidify and guarantee capacity through spay/neuter partnerships.

Mr. Sims presented performance measures for spay/neuter:

Performance Measure	FY 2019 Actuals	FY 2020 Actuals*	FY 2021 Target	FY 2021 Estimate*	FY 2022 Target
Total Spay/Neuter Surgeries Performed	41,759	31,890	36,955	35,009	45,088

*Impacted by COVID-19

Mr. Sims stated that the Office of Innovation performed an evaluation of the ACS Clinic and recommendations made fell into one of the following five categories:

1. Process improvements (in progress)
2. Improved staff training (in progress)
3. Staffing levels (planning)
4. Upgraded technology and equipment (planning)
5. Increased physical space (planning)

Mr. Sims thanked the community partners, the ACS Advisory Board, the City Manager's Office,

the City Council and ACS staff for their efforts. He presented a video featuring the outstanding work of the Dog Trainers.

C. Solid Waste

Solid Waste Management Services Department (SWMD) Director David Newman stated that the department had two business units which operated from two different funds: 1) Solid Waste Fund; and 2) Fleet Maintenance Fund. He reported that the Solid Waste Fund was supported by the Solid Waste Fee, and the Environmental Services Fee. He indicated that the Fleet Maintenance Fund maintained 2,000 large trucks and off-road equipment for SWMD, the Public Works Department and the Parks and Recreation Department.

Mr. Newman reported that department services included:

- Curbside collection
- Drop-off Centers for brush, bulky and HHW (household hazardous waste)
- Special collections
- ReWorksSA

Mr. Newman stated that the City Council adopted a goal of 60% for recycling and the current recycling was at 38% which was 2% higher than in FY 2020. He noted that an RFP for recycling processing services had been released and proposals were due on September 24, 2021. He reported that recycling initiatives included:

- Cart downsizing
- Education and outreach programs
- Marketing and engagement
- ReWorksSA

Mr. Newman stated that there would not be a fee increase for FY 2022 and the fee for the 48 gallon cart was \$16.50 per month; the fee for the 64 gallon cart was \$20.50 per month; and the fee for the 96 gallon cart was \$28.50 per month. He noted that each monthly fee included the \$1.74 Environmental Services Fee.

Mr. Newman reported that the FY 2022 Proposed Budget for SWMD was \$156.2 million which included an increase of \$2.9 million and 11 positions. He presented the FY 2021 workload:

Fiscal Year	Solid Waste Fee Accounts	Environmental Fee Accounts	Drop-off Visitors	Illegal Dumps Collected	Cumulative Tons Collected
2019	358,763	603,827	280,912	7,042	591,581
2020	361,935	612,240	377,164	7,577	633,091
Fiscal Year	Solid Waste	Environmental	Drop-off	Illegal	Cumulative

	Fee Accounts	Fee Accounts	Visitors	Dumps Collected	Tons Collected
2021 (projected)	365,131	623,658	380,473	7,900	677,442
% Change FY19-FY21	↑ 1.8%	↑ 3.3%	↑ 35.4%	↑ 12.2%	↑ 14.5%

Mr. Newman stated that the FY 2022 Work Plan for employees included:

- Apprenticeship Program
 - Started in January 2018
 - Total enrollment to date: 70
 - Earned CDL: 52
 - Hired to FTE: 42
 - Retention rate of 88% vs. 49% for traditional hires
- Mechanic Job Progression Program
 - Entry level – Mechanic I
 - Promote to Mechanic II and III with experience and skills assessment
- ISO 45001 Safety Certified

Mr. Newman reported that the FY 2022 Work Plan for customers included:

- “Back to Basics” Campaign
 - Flyer – instructions, not warnings
 - Tag and door hangers – simpler, more specific
- New recycling website
 - Roll-out November 2021
 - Mobile device responsive
 - Search feature for disposal options and collection day
 - Educational videos
- Social media influencing
 - “Where does it go?” Wednesday
 - Meet your driver
 - Customer stories
- SWMDoers Volunteer Program (Be Solid!)

Mr. Newman stated that in order to meet the customer growth, the FY 2022 Proposed Budget included four automated side load trucks, four drivers, one mechanic and an illegal dumping litter collection crew.

D. Sustainability

Chief Sustainability Officer Douglas Melnick recognized the staff of the Office of Sustainability and noted that the department mission was to enhance the environment, quality of life and

economic vitality through innovative programs and policies for all residents, as well as future generations. He reported that all department work was framed by the SA Climate Ready Climate Action and Adaptation Plan (CAAP) and was broken down into four areas: 1) Energy management; 2) Municipal sustainability; 3) Community sustainability; and 4) Sustainable transportation.

Mr. Melnick presented highlights for the department:

- Released CoSA's 1st Municipal Building Energy Benchmarking Report
- Launched the SA Climate Ready CoSA Education & Implementation Program and the SA Climate Ready Advisory Committees
- Initiated the cost-neutral installation of publicly-accessible charging stations on City-owned property and procured CoSA's first 19 electric fleet vehicles
- Launched the Mayor's Youth Engagement Council for Climate Initiatives
- Completed the 2019 Green House Gas (GHG) inventory for the community and municipal sectors and released the 1st SA Climate Ready Progress Report
- Honored by the American Planning Association (APA-TX), Texan by Nature, International Council for Local Environmental Initiatives (ICLEI) and Carbon Disclosure Project (CDP) for outstanding achievements and programming

Mr. Melnick provided a summary of the Energy Efficiency Fund for FY 2011-2020:

Total Projects	418
Total Municipal Sites Improved	190
Cumulative Avoided Cost (\$/yr)	\$1,649,980
Rebates Received	\$3,100,626
Electricity Savings (kWh/yr)	82,727,270
Emissions Reductions (tons CO ₂ e/yr)	60,047

Mr. Melnick reported that the FY 2022 Proposed Budget was \$2.8 million and the increase in the FY 2022 Proposed Budget was due to the across the board pay increase and a couple of small proposed improvements.

Mr. Melnick stated that the FY 2022 Workplan included:

SA Climate Ready Objectives:

- Reduce municipal building energy consumption
- Reduce commercial and residential building energy consumption
- Increase access to elective vehicle (EV) charging and increase residential/commercial vehicle electrification
- Reduce overall fuel consumption in the CoSA fleet
- Increase the number of departments with identified adaptation and resilience initiatives

- Reduce overall CoSA Greenhouse Gas Emissions
- Increase the number of residents and businesses engaged in SA Climate Ready

Select Action Items:

- Update the 2007 Green Building Policy for the construction of new CoSA buildings
- Evaluate district energy opportunities
- Expand publicly accessible EV charging stations at City sites
- Implement the Sustainable Fleet Acquisition and Management Policy
- Utilize the OS Heat Vulnerability Assessment Tool (HVAT) to inform and prioritize strategies to mitigate extreme heat risk
- Ensure the largest CoSA departments had departmental climate implementation plans (Phase One)
- Implement the climate communication, engagement and education program

Mr. Melnick reported that other priorities included:

- 2022 Bond Sustainability Criteria
- International Energy Conservation Code update
- Develop the SA Climate Ready Budget Tool 2.0
- Unified Development Code update
- SA Climate Ready Advisory Committee support
- Federal funding opportunities

Mr. Melnick stated that equity programs included:

- Climate Equity Screening Tool update
- Black Indigenous People of Color (BIPOC) Community Engagement
- Support Resilience Hub development
- Climate Health Engagement and Equity Indicators Project

Mr. Melnick reported that projects for FY 2022 would focus on facilities with high energy use and included: 1) Emergency Operations Center; 2) Public Safety Technology Center; 3) Public Safety Answering Point; and 4) Apache Creek Trail Park. He stated that FY 2022 Proposed Budget improvements included:

- CoSA employee SA Climate Ready Training Series (\$40,000)
- Facility and Equity Consulting Services for the SA Climate Ready Advisory Committees (\$50,000)

Mayor Nirenberg requested the process and timeline for UDC updates. Mr. Shannon stated that the UDC update process was a 12-month process and from October 2021 to February 2022 education would be provided to the community on what the UDC was and it's process. He

noted that proposed amendments would be accepted during this time. He indicated that following the four months, the proposed amendments would be brought before the Planning Commission and the Planning Commission's Technical Advisory Committee. He noted that the meetings would be live-streamed and by the end of Summer 2022, a proposed package of amendments would be brought before the appropriate Council Committees and the package would be brought before the Mayor and City Council for consideration in Fall 2022 for an effective date of November 2022.

Mayor Nirenberg asked if the equity atlas and the CAAP would be considered as part of the process of vetting the amendments. Mr. Shannon stated that they would and the UDC had to follow the City's adopted plans.

Mayor Nirenberg requested the status of shelter capacity. Mr. Sims stated that the ultimate goal was not to increase shelter space but to control the pet population. He noted that there was a lack of spay/neuter capacity due to the fact that there was a nationwide Veterinarian shortage. Mayor Nirenberg asked what the shortage was locally. Mr. Sims stated that the shortage was significant locally.

Mayor Nirenberg expressed support for reducing illegal dumping and asked where the opportunities were in addressing illegal dumping. Mr. Newman stated that the department relied on 3-1-1 to provide the locations of illegal dumping but after a while staff knew where the hot spots were. Mayor Nirenberg asked what the City could do to assist the State in addressing litter on highways. Mr. Newman stated that staff would discuss this with the Texas Department of Transportation (TxDOT). Mayor Nirenberg asked of the return on investment for recycling. Mr. Newman stated that the return on investment for recycling was \$11.00 per ton. Mayor Nirenberg asked of the status on single stream recycling. Mr. Newman reported that every quarter an audit was performed to determine how much contamination was found in the recycle stream and the most recent audit determined that 17% of the recycling stream was contaminated. Mayor Nirenberg asked if the City exported the byproducts. Mr. Newman stated that most of the material was processed domestically and a small amount was processed in Mexico.

Mayor Nirenberg asked if piloting an electric Police cruiser was a concept or if it would be accomplished. Mr. Melnick stated that it was not a concept and would be accomplished this year.

Councilmember Rocha Garcia asked what the hours of operation were for the Streetlights Team. Mr. Shannon stated that the Streetlights Team would operate during the day to establish the Streetlight Index and would probably transition to some nighttime hours. Councilmember Rocha Garcia asked what the team of five would do to mitigate recidivism. Mr. Sims stated that the team would allocate existing resources to individuals to bring them into compliance. Councilmember Rocha Garcia requested an update offline on the Vulnerability Assessment Report.

Councilmember Pelaez asked that the SmartSA Smart Streetlight Program results be incorporated into the Streetlights Team efforts. City Manager Walsh stated that the results would be incorporated. Councilmember Pelaez highlighted the success of the Canines for Warriors Program. He requested a discussion off-line on expanding the Program to make it the destination for injured Veterans around the country. He spoke of the relationship between domestic violence and animal cruelty. He challenged ACS to join the domestic violence Program in order to coordinate with Metro Health and the San Antonio Police Department (SAPD). He suggested that Mr. Melnick facilitate and provide equity consulting services for the SA Climate Ready Advisory Committees and provide SA Climate Ready training for employees. Mr. Melnick stated that the third party facilitator would listen to all the diverse perspectives and would facilitate the conversations with a positive outcome.

Councilmember Castillo asked if a briefing on the Affordable Housing Team was presented to a Council Committee. Mr. Shannon stated that it was not. Councilmember Castillo requested a briefing on the role of the Affordable Housing Team. She asked if the Bond proposal for ACS would be presented to the City Council. City Manager Walsh stated that it would be presented on September 9, 2021 as part of the FY 2022 Bond Program briefing. Councilmember Castillo asked where in Public Works were the Illegal Dumping Crew being directed from. Public Works Assistant Director Nefi Garza stated that the crew was from the traffic division.

Councilmember McKee-Rodriguez asked if the goals of ACS were in line with what the community wanted such as increased funding and support for ACS and other rescue organizations, increased access to spay/neuter services and a reduction in the euthanization rate. Mr. Sims stated that they were.

Councilmember Courage suggested that \$150,000 be allocated for the pilot program for noise related calls and that the pilot program be extended for six months. He asked how many demolitions the Building Standard Board approved within the last fiscal year. Mr. Shannon stated that the number of demolitions approved by the board ranged from 90 to 120 per year. Councilmember Courage asked how ACS partner organizations performed during the pandemic. Mr. Shannon stated that the Animal Defense League (ADL) had two contracts with ACS and ADL had discussed performing 50 spay/neuters per week so the partners had stepped up in a greater way than seen in the past. Councilmember Courage noted that there was not enough education provided about what could and could not be recycled.

Councilmember Viagran asked how many Code Compliance Officers were assigned to a weekend shift and how many worked in the evenings. Mr. Shannon stated that there were 15 Officers which worked on Saturdays and there were no Officers assigned in the evenings. Councilmember Viagran asked if ACS Officers assigned to the Mission Reach received hazard pay. Mr. Sims stated that those Officers would receive an extra dollar shift differential pay per City policy for personnel that worked more than 50% of their shift between midnight and 7:00 AM.

Councilmember Sandoval asked if the City Council wanted to expand the work of the Office of Sustainability how would that be funded. City Manager Walsh stated that it could be funded through a variety of sources. Councilmember Sandoval asked how many temporary employees there were in SWMD. Mr. Newman stated that there were approximately 10 temporary employees in the department. Councilmember Sandoval expressed support for the creation of a Demolition Diversion Task Force. She asked if that could be included in the FY 2022 Work Plan. Mr. Shannon stated that it could.

Councilmember Bravo spoke in support of increasing the Budget and staff positions in the Office of Sustainability. He asked if more investment in mental health facilities would help address animal hoarding. Mr. Sims stated that it would help address severe cases. Councilmember Bravo expressed support for a third party assessment of DSD. He asked Mr. Melnick if the City provided funding for three additional positions in the Office of Sustainability what would those positions provide. Mr. Melnick stated that the positions could support cross-departmental collaboration and work with stakeholders.

Councilmember Perry asked why the targets for FY 2022 did not change for DSD. Mr. Shannon stated that the targets remained the same due to the increased demand for permits. Councilmember Perry asked what the balance was in the SWMD Enterprise Fund. Mr. Newman stated that the balance this fiscal year should be \$11.7 million and next fiscal year the balance would be \$6.4 million. Councilmember Perry requested detail on the overall balance and the actual numbers instead of percentages on the projected work load.

Councilmember McKee-Rodriguez stated that he would like to see a case management system implemented in a number of other departments.

Councilmember Castillo asked if the Building Standards Board had the option to order a repair to a home rather than demolish it. Mr. Shannon stated that it could. Councilmember Castillo asked how often a repair was ordered vs. demolition. Mr. Shannon stated that he would provide that information.

Councilmember Courage requested more resources to remove debris from one of the drainage areas near Churchill High School. He asked what costs had been passed on to businesses as the result of the CAAP. Mr. Melnick stated that businesses have not seen a cost related to the CAAP.

Councilmember Viagran requested data on the number of demolitions by the Building Standards Board and identification of the number of additional dwellings on the same property. She requested that DSD review parking available with affordable housing. She asked the Office of Sustainability to consider accessibility for the disabled.

Councilmember Sandoval requested a report on delays in enforcement in Council District 7 versus other Council Districts. Mr. Shannon stated that he would provide that information. Councilmember Sandoval asked if the DSD Academy held in Spanish could be broadcasted on

TVSA. Mr. Shannon stated that he would work with his team to accomplish that. Councilmember Sandoval asked if there was a Budget or outreach plan for the UDC updates. Mr. Shannon stated that staff would utilize SASpeakUp protocols such as a dedicated website and would utilize the constant contact e-mail lists, community meetings, surveys and the DSD Academies. Councilmember Sandoval requested the outreach plan and convening a task force like the Development Process Task Force for neighborhood leaders.

Councilmember Bravo asked if the position for a Veterinarian was economically competitive and if so, could a higher salary be offered. Mr. Sims stated that he had the authority to do so but staff would have to consider the other Veterinarian on staff as to not create disparity.

Councilmember Perry asked if SWMD would meet the 60% recycling goal by 2025. Mr. Newman stated that he considered the goal to be aspirational and longer term than 2025.

Mayor Nirenberg noted that the recycling contract would end in three years and making significant changes in the contract should advance recycling efforts,

EXECUTIVE SESSION

Mayor Nirenberg announced that Executive Session would not be held.

ADJOURNMENT

There being no further discussion, Mayor Nirenberg adjourned the meeting at 1:21 PM.

APPROVED

Ron Nirenberg
Mayor

Attest:

Debbie Racca-Sittre
Interim City Clerk