



City of San Marcos

Meeting Minutes City Council

Thursday, April 16, 2020

4:00 PM

Virtual Meeting

This meeting was held using conferencing software due to the COVID-19 rules.

I. Call To Order

With a quorum present, the special meeting of the San Marcos City Council was called to order by Mayor Hughson at 4:01 p.m. Thursday, April 16, 2020.

II. Roll Call

Present: 6 - Council Member Melissa Derrick, Mayor Jane Hughson, Mayor Pro Tem Ed Mihalkanin, Deputy Mayor Pro Tem Mark Rockeymoore, Council Member Maxfield Baker and Council Member Saul Gonzales

Absent: 1 - Council Member Joca Marquez

1. Receive status reports and updates on response to COVID-19 pandemic; hold council discussion, and provide direction to Staff.

Bert Lumbreras, City Manager, provided a brief introduction and turned the presentation over to Chase Stapp, Director of Public Safety. Mr. Stapp provided status reports and updates on response to the COVID-19 pandemic.

The following actions were updated by Governor Abbott:

- **April 2 - Increase EMS, First Responder workforce**
- Permitted individuals who are qualified, though not formally certified, to provide critical emergency response services for patients for licensed EMS providers
- **April 5 - Expand Health Care workforce**
- Allowed emergency licenses to Physician Assistants, Medical Physicists, Perfusionists, and Respiratory Care candidates for licensure who have completed all other requirements
- **April 7 - Temporary closure of State parks and historic sites**
- Directed Texas Parks and Wildlife Department and the Texas Historical Commission to close all state parks and historic sites.
- **April 12 - Extends Disaster Declaration for COVID-19**
- Extended original Disaster Declaration issued on March 13 for all Texas counties in response to COVID-19

The City has made the following efforts to date:

- **Installed portable restrooms and hand washing stations**
 - **Facilities temporarily installed at two locations adjacent to Southside Community Center and the Dog Park**
- **Held regularly scheduled City Council (4/7) and Planning and Zoning Commission (4/14) meetings in virtual environment**
- **Processed Late Fee Exemptions for 76 commercial utility accounts, 54 residential utility accounts since implementation on March 26**
 - **Set up payment arrangements totaling over \$136,000 for 537 utility customer accounts over that same time period**
- **Closed all parks Easter weekend**
- **Provide daily Council email updates and message board additions**
- **Installing signs at gas pumps**
 - **228 signs installed at pumps at 28 different locations; 100 more on order to install at 9 additional locations**
- **Acquiring personal protective equipment (PPE) for City staff**
 - **Includes face masks, disinfectant**
 - **Paid for from new COVID-19 line item from existing budget funds**
 - **General Fund, Water/Wastewater and the Electric Utility Funds proposed to contribute \$50,000 from Special Services accounts**
 - **Budget amendment will be brought for Council consideration on April 21**
 - **Continue to emphasize social distancing measures**
 - **Senior Wellness check program through the Parks and Recreation team, staff has made over 1,900 phone calls to residents, made contact with 800 residents and had 250 people mentioned that they enjoyed the calls and would like a follow-up call**
 - **Program through Blanco River Recovery Team (BR3T) to stock a pile of masks for distributing for public use, will hear more about this program from BR3T**

Additional City Actions:

- **Applying for COVID-19 grant funding**
 - **All Together ATX Central Texas COVID-19 Rapid Response Grant - application submitted**
 - **\$24,900 funding request to the Austin Community Foundation and United Way for Greater Austin**
- **Provide utility assistance to customers**
 - **Coronavirus Emergency Supplemental Funding (CESF), Department of Justice, Bureau of Justice Assistance - in development**
 - **Allocation of \$51,345 to prevent, prepare for, and respond to the coronavirus**
 - **SMPD is identifying needs including PPE and cleaning supplies**
 - **The Grills Fund for Main Street Revitalization - under consideration**

- **Five \$10,000 awards to Accredited Main Street America Programs nationwide to help fund innovative revitalization efforts to address the impacts of COVID-19**
- **\$6.4 million grant awarded to offset transit costs**
- **\$157,000 grant awarded to the San Marcos Regional Airport for operating expenses**
- **\$425,000 allocated CDBG money under the CARES Act**
- **Apply for \$100 million emergency management performance grant supplemental program from FEMA to offset expenses due to COVID-19 response**

Upcoming considerations:

April 21 City Council Meeting

- Financial update during work session

- **Economic outlook**
- **Financial policy review**
- **Cost reduction measures**
- **Capital improvement projects and debt issuance**

- Budget amendment to allocate \$50,000 from the Special Services budgets in each of the three major funds: General, Electric, Water/Wastewater to be used for COVID-19 Response

Disaster Recovery Process

Identify recovery manager from a COSM staff, Emergency Management office to begin forming the outline and form a recovery task force within various city departments and members from the community to identify the needs. Items we look at during recovery, pandemic is hard to visualize, working on economic recovery for families and businesses, help our government operations resume normal operations. To assist restaurants and schools to get pre-staging inspections, when they have green light to operate they will be ready.

Ms. Derrick asked about the appointment of an Emergency Director and if this person is on Staff already and if there are any budget implications. Mr. Stapp mentioned that this is for the recovery process and we have a temporary employee to assist with beginning the process. This temporary employee will be assisting through October 1st and there is no budget implication at this time.

Do we have hazard pay available to PD, hospital staff, etc...those outside our organization?

Bert: reiterated what Chase stated about hazard pay and staff is currently working on this.

Council Member Baker asked about Federal and State Grants and if the City has received these monies?

Mr. Stapp stated that \$6.4M for transit, \$425,000 to CDBG, and \$157,000 for airport related expenses have been awarded, but not yet received. Guidelines and proper use of funding is still undetermined at this time and no direction provided as of yet. Once this is determined this funding will be distributed. Council Member bakers stated that some citizen concerns are that funding will be similar to the disaster relief funding we saw with the floods and there may be delays. Mr. Stapp stated that staff will work promptly to distribute funds once direction is provided.

Council Member Baker asked about public testing sites and if there are any we should be sending our citizens to them? Staff stated that citizens still need to contact their health care provider if they think they are infected and get directions from them. There are multiple test sites in the County, but it is best to seek direction from your health care provider. If someone does not have a health care provider they can contact Live Oak or San Marcos Family medicine.

Council Member Bakers also asked about hazard pay for those working on the front line. The Human Resources Department is in discussion regarding hazard pay and once this is better understood it will be brought forward.

Council Member Gonzales asked if there will be inspections that may be required for restaurants due to COVID-19 once recovery begins. He also inquired about current cases in our County Jail and there are none at this time. There was discussion about a partnership with the County. Mr. Lumbreras stated there has been nothing received by County yet and no clear direction at this time. In anticipation of what might develop Council will see an item coming forward on April 21st regarding a \$150,000 budget amendment that could be used to assist with testing of the public.

Mayor Hughson asked if funds will be a check to the City or reimbursement as we spend funds. This will depend on the grant and should be in the disbursement discussion.

III. Adjournment.

A motion was made by Council Member Gonzales, seconded by Mayor Pro Tem Mihalkanin, to adjourn the Special Meeting of the City Council at 4:45p.m. The motion carried by the following vote:

- For:** 6 - Council Member Derrick, Mayor Hughson, Mayor Pro Tem Mihalkanin, Deputy Mayor Pro Tem Rockeymoore, Council Member Baker and Council Member Gonzales
- Against:** 0
- Absent:** 1 - Council Member Marquez

Tammy K. Cook, Interim City Clerk

Jane Hughson, Mayor