



Mayor: Mario Garza
Mayor Pro-Tem: Pete Garcia
Commissioners: Jesus “Jesse” Ramirez
Ernesto “Neto” Guajardo
Leonardo “Lenny” Sanchez

The City of San Juan does not discriminate on the basis of disability in the admission of, access to, treatment of, or employment in its programs, activities, or public meetings. Any individual with a disability in need of an accommodation is encouraged to contact the Office of the City Secretary at 956-223-2200 at least 24 hours prior to the scheduled meeting to make proper arrangements.

SAN JUAN CITY COMMISSION

Location: San Juan Memorial Library
Multipurpose Meeting Room
1010 S. Standard
San Juan, Texas 78589
Tuesday, September 18, 2018

SPECIAL CALLED MEETING AGENDA
6:00 PM

- I. CALL TO ORDER**
- II. DISCUSSION AND POSSIBLE ACTION ON ALL THE FOLLOWING MATTER:**
 - A.** Presentation and Discussion on City of San Juan Annual Budget for Fiscal Year Beginning October 1, 2018 to September 30, 2019.
- III. PUBLIC HEARING/ORDINANCES**
 - A.** Hold First Public Hearing and Consider Ordinance Adopting the Budget for the City of San Juan, Texas for Fiscal Year Beginning October 1, 2018 to September 30, 2019.
- IV. ADJOURNMENT**

CERTIFICATION

I certify that the above notice of the Special Called Meeting of the City of San Juan is true and correct; and that I posted such notice on the bulletin board. A place convenient and readily accessible to the public on the in accordance with the Texas Open Meetings Act (Tex. Gov’t. Code §551-041 - §551.050).

DIANA CAVAZOS
CITY SECRETARY
CITY OF SAN JUAN, TEXAS

CERTIFICATION OF REMOVAL

I certify that the agenda of items to be considered by the City Commission was removed by the City Secretary's Office from the San Juan City Hall bulletin area on the the _____ of _____, 2018.

OFFICE OF THE CITY SECRETARY

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
SEPTEMBER 18, 2018

Hold First Public Hearing and Consider Ordinance Adopting the Budget for the City of San Juan, Texas for Fiscal Year Beginning October 1, 2018 to September 30, 2019.

STAFF COMMENTS AND RECOMMENDATIONS:

The Budget Process was initiated by Department of Finance on May 2, 2018. The 2018-2019 Budget preparation included One (1) Budget Work Session held on July 10, 2018 to discuss Departmental Goals and Objectives and one in September 18, 2018, where the City Manager presented City Manager Recommend Budget. This budget includes the following recommendations:

BUDGET HIGHLIGHTS

No increase in property tax rate; tax rate remains at \$0.6993 per \$100 assessed valuation same as last year.

Additional Personnel: One (1) Health Inspector, Two (2) Police Officers

The Classification & Compensation plan will be amended as follows:

One (1) Record Manager to Administrative Clerk, One (1) Accounting Clerk to Accountant I, One (1) Accounting Manager to Assistant Director of Finance, One (1) Corporal to Sergeant, One (1) IT Specialist I to System Analyst, One (1) IT Specialist II to Network Administrator.

Increase of \$101,200 in funding to the City Manager for the following:

Computer 1 \$ 1,200

MPO Sidewalk Project \$10,000

Media \$30,000

Project Manager \$60,000

Increase of \$17,700 in funding to the Planning & Zoning Department for the following:

Vehicles 1 \$16,000

Computer 1 \$ 1,200

Desk 1 \$ 500

Increase of \$170,365 in funding to the Police Department for the following:

Fountain/Laboratory 1 \$ 4,800

Repairs to Range & N PD 1 \$ 1,500

Dispatch Computers 3 \$ 3,255

Dispatch 911 Work Station 1 \$44,323
Dispatch Console 1 \$64,572
Portable Radios 5 \$17,540
Soft Body Armor (Grt 50/50) 25 \$19,975
Tasers 10 \$13,000
Wrap Restraint Equipment 1 \$ 1,400

Increase of \$75,000 in funding to the Fire Department for the following:
Replacement of SCBA 10 \$75,000

Increase of \$5,000 in funding to the Street & Alleys for the following:

Crack Sealing Machine 1 \$ 5,000

Increase of \$14,000 in funding to the Parks Department for the following:

Pick-up Truck 1 \$14,000

Increase of \$4,904 in funding to the Library for the following:

Desktops 8 \$ 4,904

Increase of \$1,200 in funding to the Purchasing/Risk Management for the following:

Computer 1 \$ 1,200

Increase of \$49,490 in funding to the Information Technology for the following

Computer 3 \$ 3,000
AD Audit 1 \$ 1,795
AD Op Manager 1 \$ 4,195
FMG-200D & Firewall 1 \$21,000
Fortiguard Multi-Module 1 \$10,000
Ubiquiti AP 5 AC Antenna 1 \$ 500
Untrend 1 \$ 9,000

Increase of \$1,200 in funding to the Human Resources for the following:

Computer 1 \$ 1,200

Increase of \$1,400 in funding to Animal Control for the following:

Dart Rifle 1 \$ 700

SANITATION FUND

Additional Personnel: One (1) Code Enforcement Officer.

The Classification & Compensation plan will be amended as follows:

Eleven (11) Heavy Equipment Operator to Medium Equipment Operator

Increase of \$391,616 in funding to the Sanitation Department for the following:

Heavy Duty Truck 1 \$ 25,000

Brush Grapppler Truck 1 \$108,000

Brush Truck 1 \$108,000

Garage Doors for Bay Area 3 \$ 8,000

Double Axle Utility Trailer 1 \$ 3,500

Tractor With bucket 1 \$ 35,000

Pick-up Truck (Crew) 1 \$ 16,000

Employee Parking Lot \$ 33,616

Gate \$ 7,500

Container Mover \$ 47,000

UTILITY FUND

Additional Personnel: One (1) Maintenance Supervisor, One (1) Lab Technician, One (1) Water Plant Operator C.

Classification & Compensation plan will be amended as follows:

One (1) Water Plant Operator to Lab Technician, One (1) Water Plant Operator D to C Labor to Heavy Equipment Operator, One (1) Sewer Plant Operator B License to Lead Operator, One (1) Sewer Plant Operator D License to C License.

Increase of \$12,500 in funding to the Utility Administration for the following:

Desk \$ 1,000

Pathfinder-Software 1 \$ 1,300

Terrasync pro- Software 1 \$ 2,000

Trembles GPS-GEO 7.0 1 \$ 8,200

Increase of \$108,000 in funding to the Water Plant for the following:

Metal Building 1 \$ 6,000

Vertical Turbine Pumps 2 \$102,000

Increase of \$15,000 in funding to the Sewer Collection for the following:

Odor Control Unit – LS #4 1 \$ 15,000

STORM WATER FUND

Additional Personnel: Four (4) Medium Equipment Operator

Classification & Compensation plan will be amended as follows:

One (1) Labor to Cement Layer, One (1) Laborer to Medium Equipment Operator.

Increase of \$73,000 in funding to the Stormwater Division for the following:

Hvy Duty Truck 2500 1 \$ 25,000

Compact Tractor w/Rotary 1 \$ 25,000

Quick view Camera 1 \$ 20,000

Zero Riding Mower 1 \$ 3,000

MISCELLANEOUS GRANTS

The City Miscellaneous Grant Fund includes Four (4) New Fire Fighters (SAFER Grant).

Increase of \$52,937 in funding to the Police Department for the following:

In Car Monitors \$20,125

Equipment Stone Garden \$29,268

Increase of \$11,700 in funding to the Sanitation Department for the following:

Trailer 3 \$11,700

PARKS DEVELOPMENT FUND

The Hike and Bike project will continue to be funded by the City including \$25,000 for the next Fiscal Year through the Parks Development Fund.

The fund balance for the General Fund is projected to be 19% of the projected expenditures for Fiscal Year ending on September 30, 2018. The Solid Waste Fund continues to remain financially stable. A study on the Utility Fund rates will be produced in order to review the costs associated with the services provided. The Budget Ordinance is attached for your consideration

RECOMMENDATION:

Approve First Public Hearing and Consider Ordinance Adopting the Proposed Budget for the City of San Juan for Fiscal Year beginning October 1, 2017 through September 30, 2018

PREPARED BY:

Brenda Escalante,
Aide

APPROVED BY:

Benjamin Arjona, City
Manager

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
September 18, 2018

Hold First Public Hearing and Consider Ordinance Adopting the Budget for the City of San Juan, Texas, for Fiscal Year Beginning October 1, 2018 and Ending September 30, 2019.

STAFF COMMENTS AND RECOMMENDATIONS:

The Budget Process was initiated by Department of Finance on May 2, 2018. The 2018-2019 Budget preparation included One (1) Budget Work Session held on July 10, 2018 to discuss Departmental Goals and Objectives and one in September 18, 2018, where the City Manager presented City Manager Recommend Budget. This budget includes the following recommendations:

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Increase of \$101,200 in funding to the City Manager for the following:

Computer	1	\$ 1,200
MPO Sidewalk Project		\$10,000
Media		\$30,000
Project Manager		\$60,000

Increase of \$17,700 in funding to the Planning & Zoning Department for the following:

Vehicles	1	\$16,000
Computer	1	\$ 1,200
Desk	1	\$ 500

Increase of \$170,365 in funding to the Police Department for the following:

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STORM WATER FUND

Additional Personnel: Four (4) Medium Equipment Operator

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RECOMMENDATION:

Approve First Public Hearing and Consider Ordinance Adopting the Proposed Budget for the City of San Juan for Fiscal Year beginning October 1, 2017 through September 30, 2018

Prepared By:

Benjamin Arjona
City Manager

Leroy Gonzales
Interim Director of Finance

ORDINANCE No. ____

AN ORDINANCE BY THE SAN JUAN CITY COMMISSION ADOPTING THE BUDGET OF THE CITY OF SAN JUAN FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2018 AND ENDING SEPTEMBER 30, 2019 IN ACCORDANCE WITH THE ORDINANCES OF THE CITY OF SAN JUAN, TEXAS; PROVIDING FOR PUBLICATION; PROVIDING FOR A REPEALER; AND ORDAINING OTHER PROVISIONS RELATED TO THE SUBJECT MATTER HEREOF.

NOW, THEREFORE, BE IT ORDAINED BY THE SAN JUAN CITY COMMISSION, THAT:

SECTION I: The Budget for the City of San Juan, Texas for the fiscal year beginning October 1, 2017, and ending September 30, 2018, as submitted by the City Manager is hereby approved in all respects, and adopted as the City's budget for the fiscal year beginning the 1st day of October, 2017 and ending the 30th day of September, 2018.

The General Fund Budget is hereby approved in the amount of **\$11,537,967**; the Utility Fund Budget is hereby approved in the amount of **\$4,446,785**; the Solid Waste Fund Budget is hereby approved in the amount of **\$3,068,000**; the Asset Forfeiture-State Fund Budget is hereby approved in the amount of **\$33,000**; the Miscellaneous Grants Fund is hereby approved in the amount of **\$436,991**; the Crime Victims Liaison Grant Fund is hereby approved in the amount of **\$10,000**; the Hotel/Motel Occupancy Tax Fund is hereby approved in the amount of **\$75,500**; and the Asset Forfeiture-Federal Fund Budget is hereby approved in the amount of **\$266,319**; the StormWater Fund Budget is hereby approved in the amount of **\$287,000**.

The adoption of this Ordinance specifically amends the proposed Budget as filed with the City Secretary, as required by the law, and the Board of Commissioners hereby finds such amendments to be in the best interest of the taxpayers of the City of San Juan, Texas.

SECTION II: That there is hereby appropriated the amount shown in said budget necessary to provide for a Debt Service Fund for the payment of the principal and interest and the retirement of the bonded indebtedness of the City of San Juan, Texas in the amount of **\$1,567,750**; included within the above stipulated amounts.

SECTION III: All ordinances or parts of ordinance in conflict herewith are hereby repealed.

SECTION IV: This Ordinance shall be and remain in full force and effect from and after its passage by the Board of Commissioners.

SECTION V: The City Secretary is hereby authorized and directed to cause the caption of this ordinance to be published in a newspaper having general circulation in San Juan, Hidalgo County, Texas in accordance with the Home Rule Charter of the City of San Juan, Texas, Section 2.15 (C) **Printing of Ordinances and Resolutions**; but it shall not be published in the Code of Ordinances of the City of San Juan as it is not amendatory thereof; however, it shall be cited in the appropriate appendix of the Code of Ordinances.

SECTION VI: If any part or parts of this Ordinance are found to be invalid or unconstitutional by a court having competent jurisdiction, then such invalidity or unconstitutionality shall not affect the remaining parts hereof and such remaining parts shall remain in full force and effect, and to the extent this Ordinance is considered severable.

SECTION VII: PUBLICATION AND EFFECTIVE DATE. This Ordinance shall take effect immediately upon its passage and publication according to law.

READ, CONSIDERED, PASSED and APPROVED on **FIRST READING** at a regular meeting of the City Commission of the San Juan, Texas at which a quorum was present and which was held in accordance with Chapter 551 of the Texas Government Code on the **18th day of September 2018**.

READ, CONSIDERED, PASSED and APPROVED on **SECOND READING** at a regular meeting of the City Commission of the San Juan, Texas at which a quorum was present and which was held in accordance with Chapter 551 of the Texas Government Code on the **25th day of September 2018**.

CITY OF SAN JUAN

By: _____
Mario Garza, Mayor

ATTEST:

By: _____
Diana Cavazos, City Secretary