



Mayor: Mario Garza
Mayor Pro-Tem: Marco "Markie" Villegas
Commissioners: Ernesto "Neto" Guajardo
Adina "Dina" Santillan
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: Amigos Del Valle
601 W. 1st Street
San Juan, Texas 78589
Tuesday, February 27, 2024

REGULAR MEETING AGENDA
6:00 PM

I. CALL TO ORDER

II. INVOCATION

III. PLEDGE OF ALLEGIANCE

IV. PUBLIC COMMENTS

V. PRESENTATIONS

A. Presentation of Carman Elementary 4th/5th Grade Flag Football - Team Kelly Green. [Interim Director of Parks & Recreation, Ruben Guajardo]

B. Presentation on Departmental Reports: Department of Finance, Fire Department, Police Department, Municipal Court, and Department of Utilities.

1. Department of Finance Monthly Report. [Leroy Gonzales, Director of Finance]

2. Fire Department Monthly Report. [Tirso Garza, Fire Chief]

3. Police Department Monthly Report. [Leandro Sifuentes, Chief of Police]

4. Municipal Court Monthly Report. [Mary Enriquez, Court Administrator]

5. Department of Utilities Monthly Report. [Juan Carlos Martinez, Director of Utilities]

VI. PUBLIC HEARING/ORDINANCES

- A. Hold a Public Hearing and Consider an Ordinance Regarding a Rezoning Request from General Business District (C-2) to a Multi-Family Residence District (R-MF) of the 2.59-Acre Tract of Land, Being the North 300 Feet of Lot 6, Block 7, John Closner Subdivision, Located Approximately a Quarter of a Mile West of Raul Longoria Road, Along the South Side of Nolana Avenue, as Requested by Dora Alicia Lara. [Daniel Tijerina, Director of Planning]
- B. Consideration and Action Regarding an Ordinance Authorizing the Mayor to Execute an Unimproved Property Contract and Amendment Thereto and Related Documents for the Purchase of Real Property Legally Described as a 5-Acre Tract of Land (Consisting of Tract I and Tract II) Being Out of Lot 9, Block 6, John Closner Subdivision, W165'-E463', City of San Juan, Hidalgo County, Texas, also known as 504 Sioux Road; Providing for an Effective Date; Providing for Publication; Providing for Codification; Providing for Severability; Providing for a Repealer Clause; and Ordaining all Other Provisions Related to the Subject Matter Hereof.

VII. DISCUSSION AND POSSIBLE ACTION ON ALL THE FOLLOWING MATTERS:

- A. Preliminary and Final Plat Approval for the Westview IV Lot 1 Subdivision, Being a 19.639-Acre Tract of Land out of Lot 2, Block 47, Alamo Land and Sugar Subdivision, Located Approximately Half of a Mile East of Raul Longoria Road, Along the South Side of Owassa Road, as Requested by CDS Muery Engineers. [Daniel Tijerina, Director of Planning]
- B. Discussion and Possible Action on the San Juan Municipal Court 2024 Case Resolution Campaign. [Mary Enriquez, Court Administrator]

VIII. CONTRACTUALS

- A. Discussion and Possible Action Authorizing the Mayor to Enter into a Memorandum of Agreement Between the City of San Juan and the Lower Rio Grande Valley TPDES Stormwater Task Force Partnership, Inc for Preparation of a Regional Texas Pollution Discharge Elimination System (TPDES) Stormwater Permit Application and Stormwater Plan for the Lower Rio Grande Valley TPDES Stormwater Task Force. [Israel Garza, Director of Sanitation]

IX. CONSENT AGENDA

- A. Consider Approval of City Commission Meeting Minutes:

CITY COMMISSION MEETING AGENDA
FEBRUARY 27, 2024
PAGE 3

- May 31, 2023
- November 14, 2023
- January 23, 2024

X. ADJOURNMENT

CERTIFICATION

I certify that the above notice of the Regular 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 23rd day of February 2024 at 5:00 p.m. in accordance with the Texas Open Meetings Act (Tex. Gov't. Code §551-041 - §551.050).



BRENDA ESCALANTE
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 _____ of _____, 2024.

OFFICE OF THE CITY SECRETARY



Mayor: Mario Garza
Mayor Pro-Tem: Marco “Markie” Villegas
Commissioners: Leonardo “Lenny” Sanchez
Ernesto “Neto” Guajardo
Adina “Dina” Santillan

MEMORANDUM

TO: Benjamin Arjona, City Manager

FROM: Leroy Gonzales, Director of Finance

DATE: 02/20/2024

SUBJECT: Department of Finance Monthly Report. [Leroy Gonzales, Director of Finance]

Finance Department

Department Description

Finance Department has the responsibility to safeguard City’s financial assets and manage its resources in according with state law, City Charter, and ordinances enacted by the City Commission.

- Process accounts payable and payroll for the City of San Juan and
- Economic Development Corporation.
- Provide monthly financial reports to Departments and City Commission
- Generate financial reporting according to GAAP
- Maintain an adequate level of liquidity and meet financial responsibility of City’s
- investments policy prioritizing objective of safety, liquidity and yield
- Issue Purchase Orders on a daily basis

Additional Information

8 STAFF MEMBERS

Maintained 26 funds, assisted 24 departments and posted 698 journal entries, issued 1,292 disbursement checks, 196 Bank Drafts and processed 2,461 payroll checks and direct deposits, through the months of January, 2024.

January Sales Tax 9.64% Increase of \$45,912 Compared to last year.

Audit FY 2022/2023 Started on November 21, 2023

Reconciled 11 Bank Accounts

Budget Adjustments (22)

709 S. Nebraska Ave. • San Juan, Texas 78589-2649
Phone: (956)223-2200 • Fax: (956) 787-5978

Budget Amendments (1)
Internal Budget Amendments (0)
Manage a 32.8 million budget

- General Fund Budget of 17.6 million
- Utility & Sanitation Fund 4.8 million
- Stormwater Fund 305 thousand
- Debt Service Fund 3.8 million
- Sanitation Fund 3.9 million
- Other Funds 2.7 million

Utility Billing & Collection Department

Department Description

The Utility Billing Department is responsible for billing and collection of water usage, sanitary sewer, residential garbage collection and responding to customers complaints.

- The City of San Juan collects about 7,269 water, 10,261 sewer and Brush 10,036 accounts.
- North Alamo Water Supply Corporation service 3,418 sewer accounts and Garbage and Brush 2,884 accounts.
- Per Audited Financial Report, in FY ending 9/30/2022, Utility Fund collected 5.9 million and Sanitation Fund 3.3 million with a combined 9.2 million.
- Email Billing (52)

Service Orders

1. Connects	73
2. Meter information	22
3. Disconnect	56
4. Dead Meters Change	08
5. Past Due Notice	1,961
6. Cut List/11th	172
7. Cut List Register	37

Payments are made by

60 % paid in person
1 % juniors
31 % online
5 % bank drafts
3 % other locations

Staff of 9 Employees

Purchasing Division

Purchasing Description

Purchasing Division is responsible for acquiring goods and services for the City, in accordance with state law, the City's purchasing policies and annual budget.

Activity through November 2023.

Purchase Orders Issued	1,768
Purchase Order Changes/Voids	51
Bid Openings	4
Public Auction	0



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MEMORANDUM

TO: Benjamin Arjona, City Manager

FROM: Tirso Garza, Fire Chief

DATE: 02/21/2024

SUBJECT: Fire Department Monthly Report. [Tirso Garza, Fire Chief]

The San Juan Fire Department did the following activity during January 2024:

Emergency Calls

A total of 70 Calls for January 2024. (Please see attached report.)

- A Shift = 28
- B Shift = 23
- C Shift = 19

Pharr EMS

Due to COVID-19, Pharr EMS responded along with the Fire Department for a total of 12 calls for January 2024. Pharr EMS did not submit a report.

County Calls

The San Juan Fire Department had no County call for January 2024.

Volunteer Department

The San Juan Volunteer Fire Department was not able to meet for a monthly business meeting due to COVID-19.

Fire Inspections

A total of 42 inspections were conducted in January 2024. Please see attached for detailed information about each completed inspection.

Plan Reviews

The following plans were reviewed for January 2024:

- La Cantera Phase Subdivision

709 S. Nebraska Ave. • San Juan, Texas 78589-2649
Phone: (956)223-2200 • Fax: (956) 787-5978

- Monaco Estates Subdivision
- The Heights of Raul Longoria
- Dollar General FM 495
- Aartic Ice I

Fuel Utilization

Please note that the total amount of gallons mentioned in this report belongs only to the logs submitted by the Fire Chief, Lieutenant, or Firefighter in charge of January 2024 to the Administration Office.

- A total of 247.40 Gallons of Unleaded
- A total of 659.40 Gallons of Diesel

81%

FIRE
Percentage of Total
Incidents

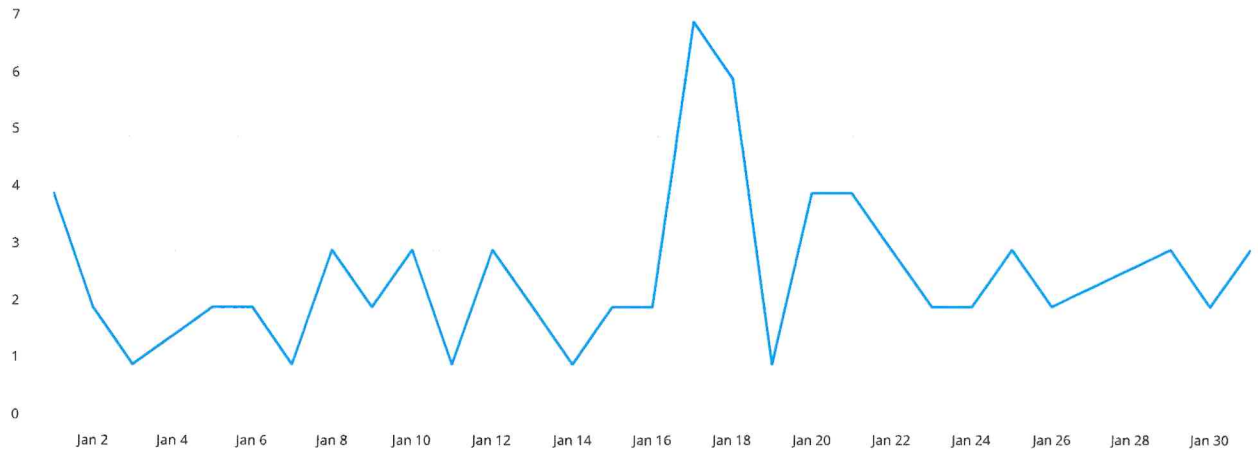
16%

EMS
Percentage of Total
Incidents

70

INCIDENTS
In Selected Time Slice

31

DAYS
In Selected Time Slice

Counts

% Rows

% Columns

% All

Week Ending	1/7/24	1/14/24	1/21/24	1/28/24	2/4/24	2/11/24	2/18/24	2/25/24	3/3/24	3/10/24	3/17/24	3/24/24	3/31/24	Total
(10) Fire, other				1										1
(11) Structure Fire	2	1												3
(13) Mobile property (vehicle) fire	1													1
(15) Outside rubbish fire	1		2											3
(30) Rescue, emergency medical call (EMS), other					1									1
(31) Medical assist	1	1	2	2	1									7
(32) Emergency medical service (EMS) incident	1		1		1									3
(33) Lock-In			1											1
(35) Extrication, rescue					1									1
(41) Combustible/f... spills & leaks	1	2	2	2	1									8
(42) Chemical release, reaction, or toxic condition	1													1
(44) Electrical wiring/equipm. problem	1	3	5	1										10
(46) Accident, potential accident	1	1		1										3
(48) Attempted burning, illegal action			1											1
(53) Smoke, odor problem		1												1

Week Ending	1/7/24	1/14/24	1/21/24	1/28/24	2/4/24	2/11/24	2/18/24	2/25/24	3/3/24	3/10/24	3/17/24	3/24/24	3/31/24	Total
(54) Animal problem or rescue			1	1										2
(55) Public service assistance		1	2		1									4
(61) Dispatched and canceled en route		1	1	1	1									4
(65) Steam, other gas mistaken for smoke			3											3
(70) False alarm and false call, other	1	2	2		1									6
(71) Malicious, mischievous false alarm		1												1
(74) Unintentional system/detect... operation (no fire)		1	2											3
NULL	1		1											2
Total	12	15	26	9	8									70

Inspection Type	Scheduled Date	Inspector	Inspection Number	Last Inspection	Next Inspection	Address	City/State/Zip
Annual Inspection Type	01/18/2024	SALINAS, JO.	1564	01/16/2024	01/18/2025	824 W 83	San Juan, TX, 78589
Annual Inspection Type	01/19/2024	SALINAS, JO.	1567	01/17/2024	01/29/2025	106 E 495	San Juan, TX, 78589
Annual Inspection Type	01/24/2024	SALINAS, JO.	1574	01/24/2023	01/24/2025	221 Encino DR	San Juan, TX, 78589
Annual Inspection Type	01/23/2024	SALINAS, JO.	1571	01/23/2023	01/24/2025	114 Calle Jacaranda ST	San Juan, TX, 78589
Annual Inspection Type	01/23/2024	SALINAS, JO.	1572	01/23/2023	02/13/2025	2801 N Veterans RD	San Juan, TX, 78589
Annual Inspection Type	01/18/2024	SALINAS, JO.	1576	01/18/2023	01/30/2025	614 S. Nebraska	San Juan, TX, 78589
Annual Inspection Type	01/22/2024	SALINAS, JO.	2372	01/16/2024	01/16/2025	901 N Raul Longoria	San Juan, TX, 78589
Annual Inspection Type	01/15/2024	SALINAS, JO.	2393	01/10/2024	01/10/2025	902 N Raul Longoria R..	San Juan, TX, 78589
Annual Inspection Type	01/31/2024	SALINAS, JO.	2413	01/12/2024	01/12/2025	2203 N Raul Longoria...	San Juan, TX, 78589
Annual Inspection Type	01/03/2024	SALINAS, JO.	2355		01/03/2025	2703 N Raul Longoria	San Juan, TX, 78589
Annual Inspection Type	01/03/2024	SALINAS, JO.	2356	01/13/2023	02/02/2025	1708 N Raul Longoria...	San Juan, TX, 78589
Annual Inspection Type	01/03/2024	SALINAS, JO.	2360		01/03/2025	3012 N Raul Longoria	San Juan, TX, 78589
Annual Inspection Type	01/03/2024	SALINAS, JO.	2361		01/03/2025	2703 N Raul Longoria	San Juan, TX, 78589
Annual Inspection Type	01/03/2024	SALINAS, JO.	2362	11/12/2021	01/03/2025	2105 N Raul Longoria...	San Juan, TX, 78589
Annual Inspection Type	01/04/2024	SALINAS, JO.	2366		01/16/2025	901 N Raul Longoria	San Juan, TX, 78589
Annual Inspection Type	01/04/2024	SALINAS, JO.	2367		01/04/2025	2205 N Raul Longoria...	San Juan, TX, 78589
Annual Inspection Type	01/03/2024	SALINAS, JO.	2357		01/03/2025	200 W Expressway 83...	San Juan, TX, 78589
Annual Inspection Type	01/03/2024	SALINAS, JO.	2358	12/02/2022	01/12/2025	2203 N Raul Longoria...	San Juan, TX, 78589
Annual Inspection Type	01/08/2024	SALINAS, JO.	2368	09/25/2023	01/08/2025	101 S Nebraska AVE	San Juan, TX, 78589
Annual Inspection Type	01/08/2024	SALINAS, JO.	2369	12/19/2023	01/08/2025	2211 S Veterans RD	San Juan, TX, 78589
Annual Inspection Type	01/08/2024	SALINAS, JO.	2371	04/12/2023	01/08/2025	502 S Nebraska AVE	San Juan, TX, 78589
Annual Inspection Type	01/08/2024	SALINAS, JO.	2375		01/08/2025	2207 N Raul Longoria...	San Juan, TX, 78589
Annual Inspection Type	01/08/2024	SALINAS, JO.	2376	01/13/2023	01/08/2025	100 W Salazar ST	San Juan, TX, 78589
Annual Inspection Type	01/09/2024	SALINAS, JO.	2381	10/28/2022	01/09/2025	1800 N Raul Longoria...	San Juan, TX, 78589
Annual Inspection Type	01/09/2024	SALINAS, JO.	2386		01/09/2025	909 W FM 495, Ste 11	San Juan, TX, 78589
Annual Inspection Type	01/10/2024	SALINAS, JO.	2390	01/13/2023	01/10/2025	5107 N Raul Longoria...	San Juan, TX, 78589

Inspection Type	Scheduled Date	Inspector	Inspection Number	Last Inspection	Next Inspection	Address	City/State/Zip
Annual Inspection Type	01/10/2024	SALINAS, JO.	2391	05/30/2023	01/10/2025	902 N Raul Longoria R..	San Juan, TX, 78589
Annual Inspection Type	01/11/2024	SALINAS, JO.	2394	09/02/2022	01/11/2025	701 E 83 EXPY	San Juan, TX, 78589
Annual Inspection Type	01/12/2024	SALINAS, JO.	2397	12/21/2023	01/12/2025	2604 N Raul Longoria...	San Juan, TX, 78589
Annual Inspection Type	01/12/2024	SALINAS, JO.	2398	01/03/2024	01/12/2025	2203 N Raul Longoria...	San Juan, TX, 78589
Annual Inspection Type	01/12/2024	SALINAS, JO.	2400	12/23/2022	01/12/2025	1411 E Interstate 2 HW.	San Juan, TX, 78589
Annual Inspection Type	01/16/2024	SALINAS, JO.	2403		01/16/2025	5201 N Raul Longoria...	San Juan, TX, 78589
Annual Inspection Type	01/16/2024	SALINAS, JO.	2404	01/18/2023	01/18/2025	824 W 83	San Juan, TX, 78589
Annual Inspection Type	01/16/2024	SALINAS, JO.	2405	01/04/2024	01/16/2025	901 N Raul Longoria	San Juan, TX, 78589
Annual Inspection Type	01/16/2024	SALINAS, JO.	2406		01/16/2025	909 W 1st ST	San Juan, TX, 78589
Annual Inspection Type	01/17/2024	SALINAS, JO.	2408	10/03/2023	01/29/2025	106 E 495	San Juan, TX, 78589
Annual Inspection Type	01/17/2024	SALINAS, JO.	2410	01/25/2023	01/17/2025	4011 N Raul Longoria...	San Juan, TX, 78589
Annual Inspection Type	01/17/2024	SALINAS, JO.	2415	01/13/2023	01/17/2025	915 E 495	San Juan, TX, 78589
Annual Inspection Type	01/18/2024	SALINAS, JO.	2416	01/13/2023	01/18/2025	615 Royal Palms ST	San Juan, TX, 78589
Annual Inspection Type	01/19/2024	SALINAS, JO.	2417	04/04/2023	01/19/2025	1200 E 83	San Juan, TX, 78589
Annual Inspection Type	01/19/2024	SALINAS, JO.	2418	04/04/2023	01/19/2025	1200 E 83	San Juan, TX, 78589
Annual Inspection Type	01/19/2024	SALINAS, JO.	2422	11/02/2023	02/07/2025	108 E 495	San Juan, TX, 78589
Annual Inspection Type	01/19/2024	SALINAS, JO.	2423		01/19/2025	4810 N Raul Longoria...	San Juan, TX, 78589
Annual Inspection Type	01/22/2024	SALINAS, JO.	2428	06/28/2023	01/22/2025	111 W Nolana LOOP	San Juan, TX, 78589
Annual Inspection Type	01/22/2024	SALINAS, JO.	2429	07/28/2023	01/22/2025	302 E Business 83 HW..	San Juan, TX, 78589
Annual Inspection Type	01/22/2024	SALINAS, JO.	2430	01/17/2023	01/22/2025	1309 S Cesar Chavez ...	San Juan, TX, 78589
Annual Inspection Type	01/22/2024	SALINAS, JO.	2432	12/30/2022	01/22/2025	222 N Nebraska AVE	San Juan, TX, 78589
Annual Inspection Type	01/22/2024	SALINAS, JO.	2435		01/22/2025	108 E FM 495 (Inside ...	San Juan, TX, 78589
Annual Inspection Type	01/22/2024	SALINAS, JO.	2436		01/22/2025	1811 N Raul Longoria...	San Juan, TX, 78589
Annual Inspection Type	01/22/2024	SALINAS, JO.	2437		01/22/2025	1811 N Raul Longoria...	San Juan, TX, 78589
Annual Inspection Type	01/22/2024	SALINAS, JO.	2441		01/22/2025	4810 N Raul Longoria...	San Juan, TX, 78589
Annual Inspection Type	01/22/2024	SALINAS, JO.	2442	12/23/2022	01/22/2025	4202 N Raul Longoria...	San Juan, TX, 78589
Annual Inspection Type	01/23/2024	SALINAS, JO.	2443		01/23/2025	806 W IH 2	San Juan, TX, 78589
Annual Inspection Type	01/23/2024	SALINAS, JO.	2446	04/15/2022	01/23/2025	911 W 495	San Juan, TX, 78589

Inspection Type	Scheduled Date	Inspector	Inspection Number	Last Inspection	Next Inspection	Address	City/State/Zip
Annual Inspection Type	01/23/2024	SALINAS, JO.	2447	04/26/2023	01/23/2025	600 E 83	San Juan, TX, 78589
Annual Inspection Type	01/23/2024	SALINAS, JO.	2448	09/27/2023	01/23/2025	2201 S Veterans RD	San Juan, TX, 78589
Annual Inspection Type	01/23/2024	SALINAS, JO.	2450	04/26/2023	01/23/2025	1701 N Raul Longoria...	San Juan, TX, 78589
Annual Inspection Type	01/23/2024	SALINAS, JO.	2454	04/26/2023	01/23/2025	101 E Nolana LOOP	San Juan, TX, 78589
Annual Inspection Type	01/23/2024	SALINAS, JO.	2456	01/13/2023	01/23/2025	4309 N Raul Longoria...	San Juan, TX, 78589
Annual Inspection Type	01/24/2024	SALINAS, JO.	2460	09/02/2022	01/24/2025	1805 N Raul Longoria...	San Juan, TX, 78589
Annual Inspection Type	01/24/2024	SALINAS, JO.	2461	01/19/2024	02/07/2025	108 E 495	San Juan, TX, 78589
Annual Inspection Type	01/24/2024	SALINAS, JO.	2462		01/24/2025	1903 N Raul Longoria...	San Juan, TX, 78589
Annual Inspection Type	01/30/2024	SALINAS, JO.	2463	08/26/2022	01/30/2025	1203 N Raul Longoria...	San Juan, TX, 78589
Annual Inspection Type	01/24/2024	SALINAS, JO.	2464	01/23/2024	01/24/2025	114 Calle Jacaranda ST	San Juan, TX, 78589
Annual Inspection Type	01/26/2024	SALINAS, JO.	2465	02/13/2023	01/26/2025	905 W 495	San Juan, TX, 78589
Annual Inspection Type	01/26/2024	SALINAS, JO.	2466	02/01/2023	01/26/2025	307 W Expressway 83	San Juan, TX, 78589
Annual Inspection Type	01/29/2024	SALINAS, JO.	2467	01/19/2024	01/29/2025	106 E 495	San Juan, TX, 78589
Annual Inspection Type	01/30/2024	SALINAS, JO.	2472	03/07/2023	01/30/2025	106 E FM 495, STE F	San Juan, TX, 78589
Annual Inspection Type	01/30/2024	SALINAS, JO.	2473	01/13/2023	01/30/2025	101 W 83	San Juan, TX, 78589
Annual Inspection Type	01/30/2024	SALINAS, JO.	2474	09/12/2023	02/08/2025	205 W Nolana LOOP	San Juan, TX, 78589
Annual Inspection Type	01/30/2024	SALINAS, JO.	2475	01/17/2023	02/01/2025	4810 N Raul Longoria...	San Juan, TX, 78589
Annual Inspection Type	01/30/2024	SALINAS, JO.	2476	01/18/2024	01/30/2025	614 S. Nebraska	San Juan, TX, 78589
Annual Inspection Type	01/30/2024	SALINAS, JO.	2477	01/17/2023	01/30/2025	1612 N Raul Longoria...	San Juan, TX, 78589
Annual Inspection Type	01/30/2024	SALINAS, JO.	2486		01/30/2025	108 E 495 (Inside Juni...	San Juan, TX, 78589
Annual Inspection Type	01/31/2024	SALINAS, JO.	2492	12/23/2022	01/31/2025	107 W 83	San Juan, TX, 78589



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MEMORANDUM

TO: Benjamin Arjona, City Manager

FROM: Leandro Sifuentes, Chief of Police

DATE: 02/16/2024

SUBJECT: Police Department Monthly Report. [Leandro Sifuentes, Chief of Police]

This memorandum is to keep you all informed on our Monthly operational statistics, and any other significant cases or events that occurred during the month of **JANUARY 2024**

STATISTICS: POLICE

	JANUARY
• Calls for service:	1524
• Incident reports:	836
• Accidents:	134
• 911 Calls:	1237
• Patrol Citations Issued:	59
• Violations:	86
• Patrol & CID Arrests:	58
• CID Issued Warrants:	20

SAN JUAN POLICE PERSONNEL:

8 officers hired, will start Field Training Program

TELE-COMMUNICATORS:

1 dispatcher has committed to pay for her police academy to join the San Juan Police Force as a peace officer.

709 S. Nebraska Ave. • San Juan, Texas 78589-2649
Phone: (956)223-2200 • Fax: (956) 787-5978

FLEET

Stone garden unit has been purchased, pending to add lighting and other equipment.

STATISTICS: ANIMAL CONTROL

JANUARY

• Calls for Service:	81
• Citations Issued:	32
• Violations:	49

SPECIAL EVENTS:

- Pinning Ceremony 8 officers, 4 corporals @ EOC on February 29, 2024 at 6:00 pm.

Respectfully,

Leandro Sifuentes
Chief of Police



Mayor: Mario Garza
Mayor Pro-Tem: Marco "Markie" Villegas
Commissioners: Leonardo "Lenny" Sanchez
Ernesto "Neto" Guajardo
Adina "Dina" Santillan

MEMORANDUM

TO: Benjamin Arjona, City Manager

FROM: Mary Enriquez, Court Administrator

DATE: 02/20/2024

SUBJECT: Municipal Court Monthly Report. [Mary Enriquez, Court Administrator]

The Municipal Court is responsible for the legal enforcement of City Ordinances and laws. It deposits and prepares daily reports to the Department of Finance.

Amount Collected \$ 25,840.74

Defensive Driving 0

Deferred 0

Pre-Trials 7

Bench Trials 5

Zoom Hearing by Judge Hernandez

Scofflaw \$ 4,424.12

COLLECTIONS 2023 COLLECTIONS 2024

January - \$ 18,341.80 January - \$ 25,840.74

CITATIONS ISSUED 2023 CITATIONS ISSUED 2024

January - 111 January - 59

SCOFFLAW COLLECTIONS 2023 SCOFFLAW COLLECTIONS 2024

January - \$ 5,068.00 January - \$ 4,424.12

City Marshal - Warrants and Fines Collected Total - \$ 3,631.00

Warrants Home Visits - 16 Amount Collected \$ 2,851.00

Warrants Office Calls - 47 Amount Collected \$ 780.00

Arrests - 0

Zoom Magistrates

In Person Magistrates

Judge Ricardo Perez Judge Eloy Hernandez Judge Carina De Luna

Judge Roberto Garza

3

4

1

11

709 S. Nebraska Ave. • San Juan, Texas 78589-2649
Phone: (956)223-2200 • Fax: (956) 787-5978



Mayor: Mario Garza
Mayor Pro-Tem: Marco “Markie” Villegas
Commissioners: Leonardo “Lenny” Sanchez
Ernesto “Neto” Guajardo
Adina “Dina” Santillan

MEMORANDUM

TO: Benjamin Arjona, City Manager

FROM: Juan Martinez

DATE: 02/15/2024

SUBJECT: Department of Utilities Monthly Report. [Juan Carlos Martinez, Director of Utilities]

January 2024
Texas Drought Outlook

- 27% of Texas is in a drought (02/01/2024)
- RGV is Abnormally Dry (No Change In the watershed)
- Falcon and Amistad are @ 21.2%
- STAGE II IS STILL IN FULL EFFECT

System Outlook

- Water Connections – 7,152
- Sewer Connections – 10,273 (3,358 NAWSC)

Water Treatment Facility

- Combined Gallons Treated: 74,816 MG
- Combined Gallons Produced: 67,037 MG

Water Treatment Facility No. 1

- 0.284 MG treated
- 36.169 MG delivered
- 33.85 MG Transferred from WTF No. 2
- 24.77 MG RAW (Reservoir)
- 0.118 MG Backwash
- 0 MG Well

709 S. Nebraska Ave. • San Juan, Texas 78589-2649
Phone: (956)223-2200 • Fax: (956) 787-5978

Water Treatment Facility No. 2

- 74.532 Treated
- 30.868 MG Delivered
- 33.85 MG Transferred to WTF No. 1
- 64..35 MG RAW (Reservoir)
- 2.058 MG Backwash

WTP 3.5 MGD Expansions and Rehab 100%
Operated Water Plant as Efficiently as Possible
Sludge Management Continues to be Critical

Water Distribution System

- Leaks – 04
- Breaks – 06
- Taps – 0
- Locates - 12

Water Loss

- Reported – 126,600 gals
- Unreported – 138,000 gals

Hydrants

- Flushed – 23
- Repaired/Replaced – 1
- STAGE II WATER CONSERVATION STILL IN EFFECT

Valves

- Worked – 22
- Repaired/Replaced – 0

Utility Billing

- Work Orders –04

We Continue Our Hydrant and Valve Maintenance

Wastewater Treatment Facility

- Treated – 68.146 MG
- Wetland –3.684 MG
- 160 - Cubic Yards of Sludge Hauled to Landfill

Wastewater Collections

Work orders - 43

- Sewer Main Repaired – 03
- Sewer Backups Reported –18
- Sewer Backups Cleared – 18
- Odor Complaints – 0
- Locates –18
- Replaced Manhole covers – 04
- Unauthorized Discharges - 0

Administration

Financials

- Administration – 74.17 %
- Water Treatment – 59.62 %
- Distribution: – 78.87 %
- Sewer Collection – 67.92 %
- Wastewater Treatment – 63.35 %

Projects

- WTF No. 2 Pending TWDB Budget Approval
- WWTF Rehab Design – 100% Complete (CHC) Pending Constructability Review
- LS 13 – Construction of Lift Station 13 at 80%.
- Alta Vista Subdivision Waterline Improvement Project RBM Contractors, LLC. at 42%.
- Alta Vista Subdivision Sanitary Sewer Improvement Project RBM Contractors, LLC at 64%.
- Lift Station #6 design at 30%, Trimad Consultants LLC

Certification

- Water Treatment - 0
- Distribution – 0
- Sewer Collection - 0
- Wastewater Treatment – 0
- Renewals - 0

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
FEBRUARY 27, 2024

Hold a Public Hearing and Consider an Ordinance Regarding a Rezoning Request from General Business District (C-2) to a Multi-Family Residence District (R-MF) of the 2.59-Acre Tract of Land, Being the North 300 Feet of Lot 6, Block 7, John Closner Subdivision, Located Approximately a Quarter of a Mile West of Raul Longoria Road, Along the South Side of Nolana Avenue, as Requested by Dora Alicia Lara. [Daniel Tijerina, Director of Planning]

STAFF COMMENTS AND RECOMMENDATIONS:

The applicant is requesting a zone change of the front 2.59-acre tract located West of Nolana Avenue, next to the Drainage Ditch from a commercial to a multi-family district. The rest of the property is zoned as a Multi-Family Residence District (R-MF)

It is noted, that on November 2014, the City Commission approved the zone change of the mentioned property into a commercial area. Now, the applicant wants to change it back into a multi-family residence district in order to build more apartment units on the property.

The Comprehensive Plan establishes this property as a retail/commercial/office, which includes all types of businesses, from small shops to restaurants to large stores, to car dealerships.

The surrounding properties consist of commercial uses along Nolana Avenue. A subdivision plat was submitted, proposing a total of fifty-two (52) multi-family lots.

Staff mailed a notice of the public hearing before the Planning and Zoning Commission to eight (8) property owners within a two hundred (200) foot radius and received no comments in favor or against this application.

RECOMMENDATION:

Staff recommends denial of the rezoning request.

PREPARED BY:

Daniel Tijerina,
Planning Director

APPROVED BY:

Benjamin Arjona, City
Manager

MEETING DATES:
PLANNING AND ZONING COMMISSION – 02/15/2024
CITY COMMISSION – 02/27/2024
DATE PREPARED – 02/16/2024

PAGE 1

STAFF REPORT
GENERAL INFORMATION

APPLICATION:	Rezoning request from General Business District (C-2) to a Multi-Family Residence District (R-MF)
APPLICANT:	Dora Alicia Lara
AGENT:	N/A
LEGAL:	A 2.59-acre tract of land, being the North 300 feet of Lot 6, Block 7, John Closner Subdivision
LOCATION:	The property is located approximately a quarter of a mile West from Raul Longoria Road along the South side of Nolana Avenue.
LOT/TRACT SIZE:	2.59 acre
CURRENT USE OF PROPERTY:	Vacant
PROPOSED USE OF PROPERTY:	Multi Family- Residence District (R-MF)
EXISTING ZONING:	General Business District (C-2)
EXISTING LAND USE/ ADJACENT ZONING:	<u>North</u> – Vacant; General Business District (C-2) <u>South</u> – Vacant; General Business District (C-2) <u>East</u> – Drainage Ditch <u>West</u> – Vacant; Single-Family Residence District (R-S)
ACCESS AND CIRCULATION:	This property has access along Nolana Avenue.
PUBLIC SERVICES:	Water service will be provided by the North Alamo Water Supply Corporation; sewer will be provided by the city.
RECOMMENDATION:	Staff recommends denial of the rezoning request.

EVALUATION AND CONDITIONS FOR APPROVAL

The applicant is requesting a zone change of the front 2.59-acre tract located West of Nolana Avenue, next to the Drainage Ditch from commercial to multi-family district. The rest of the property is zoned as Multi-Family Residence District (R-MF)

It is noted, that on November 2014, the City Commission approved the zone change of the mentioned property into commercial area. Now, the applicant wants to change it back into multi-family residence district in order to build more apartments units in the property.

The Comprehensive Plan establishes this property as retail/commercial/office, which includes all types of businesses from small shops to restaurants to large stores, to car dealerships.

The surrounding properties consist of commercial uses along Nolana Avenue. A subdivision plat was submitted, proposing a total of fifty-two (52) multi-family lots.

Staff mailed a notice of the public hearing before the Planning and Zoning Commission to eight (8) property owners within a two hundred (200) foot radius and received no comments in favor or against this application.

ATTACHMENTS:

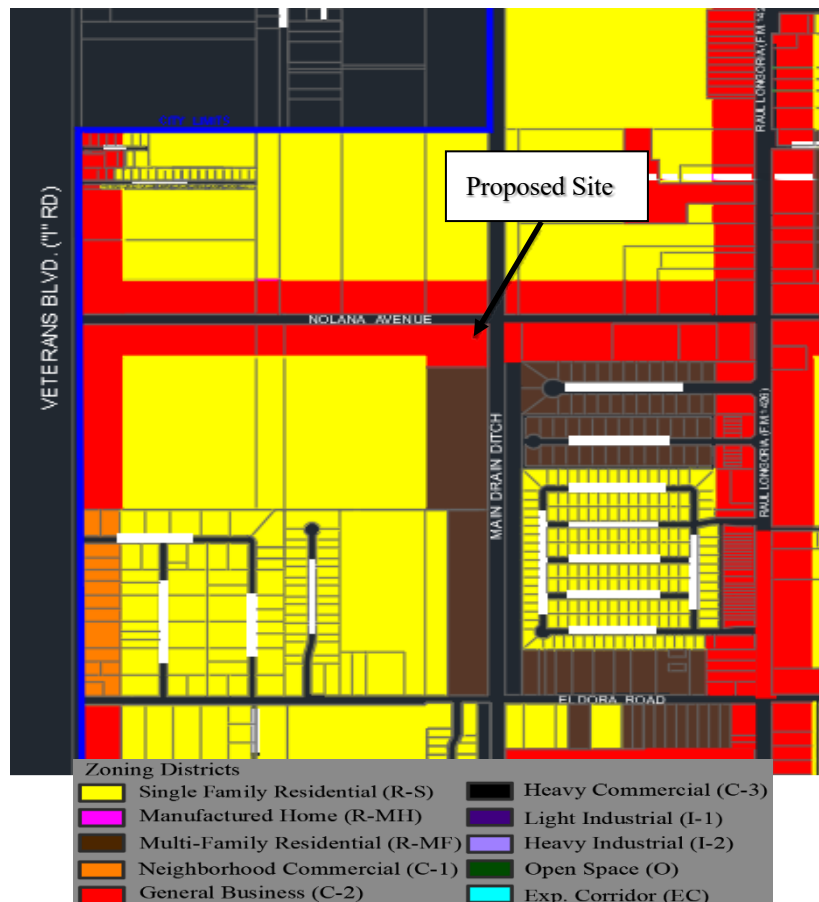
Location Map
Aerial Photo
Zoning Map
Survey of property
List of neighboring property owners receiving notice
Ordinance



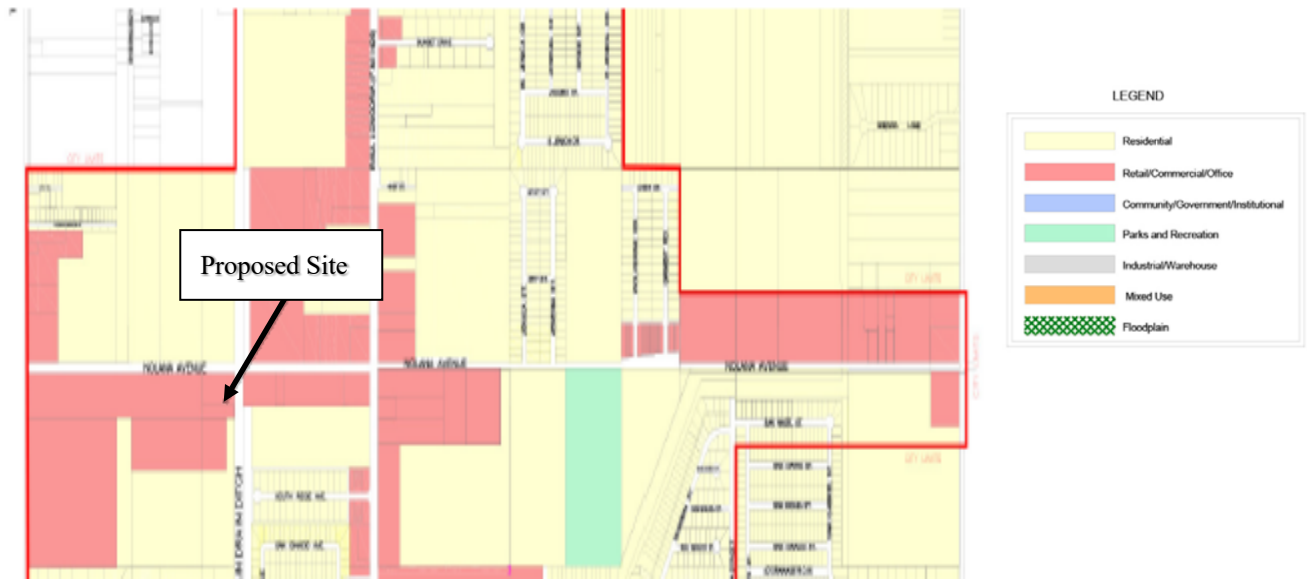
Proposed Site



Proposed Site



Zoning Map





ORDINANCE NO.

AN ORDINANCE AMENDING THE ZONING ORDINANCE NO. 98-006, THE ZONING ORDINANCE OF THE CITY OF SAN JUAN, TO CHANGE THE ZONING DISTRICT FROM GENERAL BUSINESS DISTRICT (C-2) TO MULTI-FAMILY RESIDENCE DISTRICT (R-MF) FOR A PROPERTY LEGALLY DESCRIBED AS 2.59-ACRE TRACT OF LAND OUT OF THE NORTH 300 FEET OF LOT 6, BLOCK 7, JOHN CLOSNER SUBDIVISION, LOCATED APPROXIMATELY A QUARTER OF A MILE WEST OF RAUL LONGORIA ROAD, ALONG THE SOUTH SIDE OF NOLANA AVENUE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF SAN JUAN, TEXAS:

Consistent with the City's land use plan as set-forth in the land use map that is a part of the City's Zoning Ordinance, and consistent with the City's intentions of allowing and encouraging residential district development that generates property taxes, water and sewer revenues and sales tax revenues.

The zoning district of the property legally described as 2.59-acre tract of land out of the North 300 feet of Lot 6, Block 7, John Closner Subdivision, located approximately a quarter of a mile West of Raul Longoria Road, along the South side of Nolana Avenue, shall be changed to Multi-Family Residence District (R-MF) and the zoning map shall be amended accordingly.

PASSED and APPROVED on first reading on the 27th day of February, 2024.

PASSED and APPROVED on second and final reading on the ____ day of _____, 2024.

CITY OF SAN JUAN

MARIO GARZA
MAYOR

ATTEST:

APPROVED BY:
Palacios, Garza & Thompson, P.C.

BRENDA ESCALANTE
CITY SECRETARY

CITY ATTORNEY

PROPERTY ID #1540431

EXHIBIT "A"
PROPOSED REZONING TRACT
FROM C-2 TO R-MF

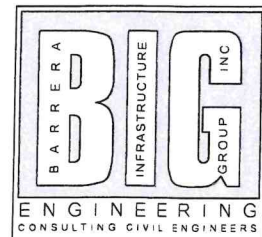
2.59 ACRE TRACT, BEING THE
NORTH 300 FEET OF LOT 6, BLOCK
7, JOHN CLOSNER ET AL
SUBDIVISION, VOL. 0, PG. 4, MAP
RECORDS OF HIDALGO COUNTY



[Signature]
11/22/24



SCALE: 1"=200'



3525 W. FREDDY GONZALEZ
SUITE "B2"
EDINBURG, TX. 78539
956-687-3355
956-992-8801 (FAX)
FIRM No. 6435

OWNER: ROBERTO GARZA
LOT 6, BLOCK 6, JOHN CLOSNER SUBDIVISION
(VOL. 0, PAGE 4, H.C.M.R.)

LOT 6, BLOCK 7
JOHN CLOSNER SUBDIVISION
(VOL. 0, PAGE 4, H.C.M.R.)

100' RAILROAD R.O.W.
LOT 12, BLOCK 8, JOHN CLOSNER SUBDIVISION
(VOL. 0, PAGE 4, H.C.M.R.)

OWNER: SAN JUANITA GARZA
LOT 7, BLOCK 6, JOHN CLOSNER SUBDIVISION
(VOL. 0, PAGE 4, H.C.M.R.)

LOT 7, BLOCK 7
JOHN CLOSNER SUBDIVISION
(VOL. 0, PAGE 4, H.C.M.R.)

EAST 7.35 AC. OF
LOT 7, BLOCK 7
JOHN CLOSNER SUBDIVISION
(VOL. 0, PAGE 4, H.C.M.R.)

LOT 13, BLOCK 8, JOHN CLOSNER SUBDIVISION
(VOL. 0, PAGE 4, H.C.M.R.)

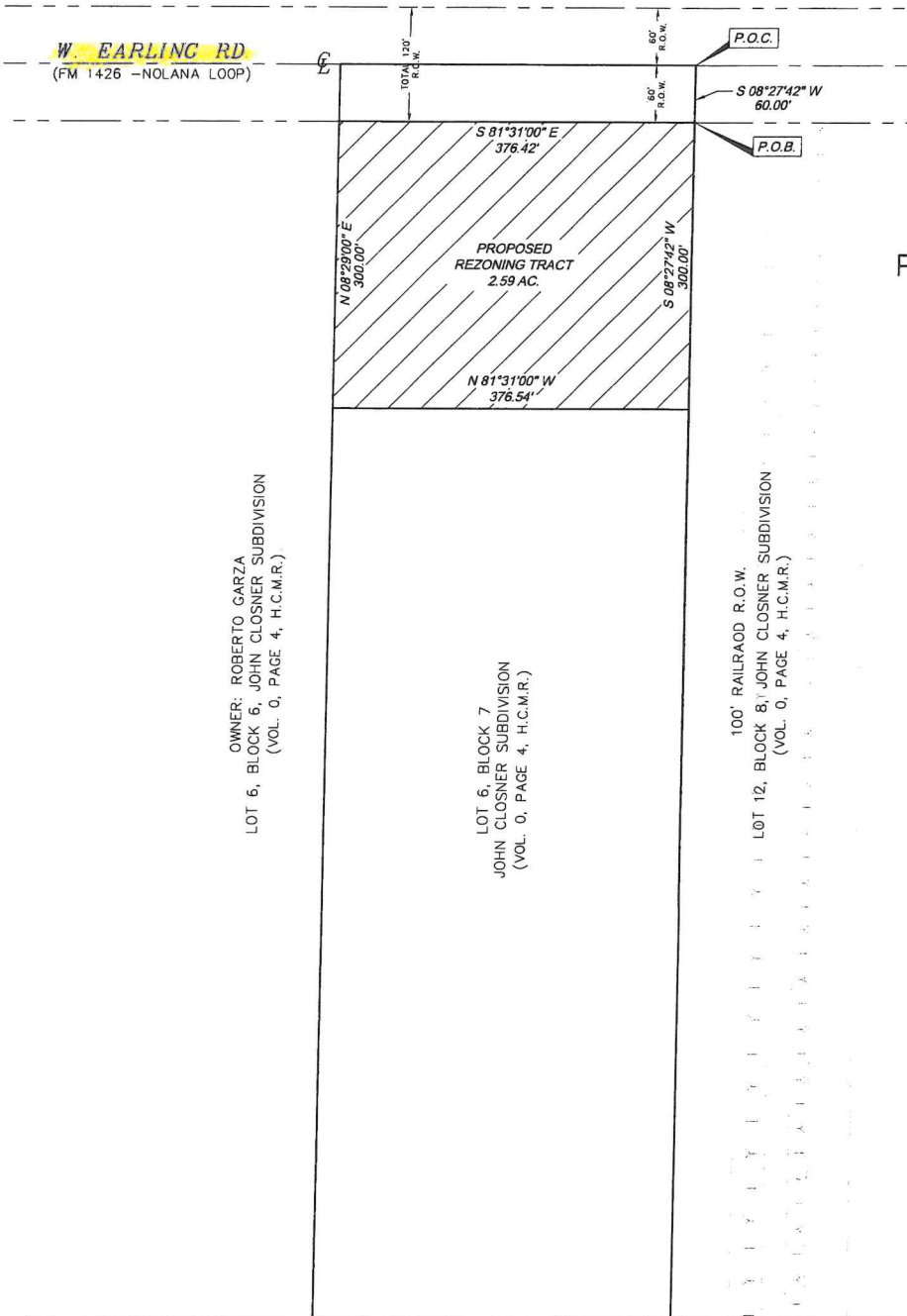


EXHIBIT "B"
METES AND BOUNDS DESCRIPTION
PROPOSED REZONING TRACT
FROM C-2 TO R-MF
CITY OF SAN JUAN, TEXAS

A 2.59 Acre tract of land, being the North 300.00 feet of Lot 6, Block 7, John Closner et al Subdivision, as per map recorded in Volume 0, Page 4, Map Records of Hidalgo County, Texas; Said 2.59 Acre Tract of land being more particularly described by metes and bounds as follows:

COMMENCING at a 60-D nail found at the centerline of Nolana Loop for the Northeast corner of said Lot 6; THENCE, South 08°27'42" West, with and along the East line of said Lot 6, at a distance of 60.00 feet to a No. 4 rebar found for the South right-of-way line of said Nolana Loop, also being the POINT OF BEGINNING.

THENCE, South 08°27'42" West, continuing along the East line of said Lot 6, a distance of 300.00 feet to the southeast corner of this tract of land;

Thence, North 81°31'00" West, parallel to the North line of said Lot 6, a distance of 376.54 feet to the southwest corner of this tract of land;

THENCE, North 08°29'00" East, a distance of 300.00 feet to a No. 4 Rebar found for South right-of-way line of Said Nolana Loop and the northwest corner of this tract of land;

THENCE, South 81°31'00" East, along the South right-of-way line of said Nolana Loop, a distance of 376.42 feet to the POINT OF BEGINNING and containing 2.59 acres of land, more or less.



Rezoning Request from General Business District (C-2) to a Multi-Family Residence District (R-MF) of the 2.59-acre tract of land, being the North 300 feet of Lot 6, Block 7, John Closner Subdivision, as Requested by Dora Alicia Lara.

Hidalgo County Drainage District 1
902 N. Doolittle Rd.
Edinburg, Tx 78542

Garza Leasing
P.O Box 658
San Juan, Tx 78589

Cantu Angelita and David Co-
Trustees
608 Alameda St.
San Juan, Tx 78589

Patricia Cantu V. Ind Executor
P.O Box 411
San Juan, Tx 78589

Roberto Garza
222 E. Garcia St.
Pharr, Tx 78577

Eluid Gonzalez
414 N. Resplandor St.
Mission, Tx 78572

The RGV Inclusive Project In.
2912 S. Jackson
McAllen Tx, 78503

Dora Alicia Lara
P.O Box 767
Hidalgo, Tx 78557

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
FEBRUARY 27, 2024

Consideration and Action Regarding an Ordinance Authorizing the Mayor to Execute an Unimproved Property Contract and Amendment Thereto and Related Documents for the Purchase of Real Property Legally Described as a 5-Acre Tract of Land (Consisting of Tract I and Tract II) Being Out of Lot 9, Block 6, John Closner Subdivision, W165'-E463', City of San Juan, Hidalgo County, Texas, also known as 504 Sioux Road; Providing for an Effective Date; Providing for Publication; Providing for Codification; Providing for Serverability; Providing for a Repealer Clause; and Ordaining all Other Provisions Related to the Subject Matter Hereof.

STAFF COMMENTS AND RECOMMENDATIONS:

Consideration and Action Regarding an Ordinance Authorizing the Mayor to Execute an Unimproved Property Contract and Amendment Thereto and Related Documents for the Purchase of Real Property Legally Described as a 5-Acre Tract of Land (Consisting of Tract I and Tract II) Being Out of Lot 9, Block 6, John Closner Subdivision, W165'-E463', City of San Juan, Hidalgo County, Texas, also known as 504 Sioux Road; Providing for an Effective Date; Providing for Publication; Providing for Codification; Providing for Serverability; Providing for a Repealer Clause; and Ordaining all Other Provisions Related to the Subject Matter Hereof.

RECOMMENDATION:

PREPARED BY:

Brenda Escalante,
City Secretary

APPROVED BY:

Benjamin Arjona, City
Manager



ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF SAN JUAN, TEXAS AUTHORIZING THE MAYOR TO EXECUTE AN UNIMPROVED PROPERTY CONTRACT AND AMENDMENT THERETO AND RELATED DOCUMENTS FOR THE PURCHASE OF REAL PROPERTY LEGALLY DESCRIBED AS A 5-ACRE TRACT OF LAND (CONSISTING OF TRACT I AND TRACT II) BEING OUT OF LOT 9, BLOCK 6, JOHN CLOSNER SUBDIVISION, W165'- E463', CITY OF SAN JUAN, HIDALGO COUNTY, TEXAS, ALSO KNOWN AS 504 SIOUX ROAD; PROVIDING FOR AN EFFECTIVE DATE; PROVIDING FOR PUBLICATION; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; PROVIDING FOR A REPEALER CLAUSE; AND ORDAINING ALL OTHER PROVISIONS RELATED TO THE SUBJECT MATTER HEREOF.

WHEREAS, Article I, Section 1.01 of the Home Rule Charter of the City of San Juan authorizes the City Commission to acquire real property within the City's corporate limits for any municipal purpose; and

WHEREAS, the City Commission desires to purchase the real property legally described as a 5-acre tract of land (consisting of Tract I and Tract II) being out of Lot 9, Block 6, John Closner Subdivision, W165'- E463', City of San Juan, Hidalgo County, Texas, which is situated at 504 Sioux Road in San Juan, Hidalgo County, Texas, which is more specifically described in the metes and bounds attached hereto as **Exhibit "A"**, for the purchase amount of \$350,000.00; and

WHEREAS, the City Commission deems this purchase as a municipal purpose and to be in the best interest of the citizens of the City of San Juan.

BE IT ORDAINED BY THE CITY COMMISSION OF CITY OF SAN JUAN, TEXAS, THE FOLLOWING:

SECTION 1. INCORPORATION OF RECITALS. The City Commission finds that the statements set forth in the Recitals of this Ordinance are true and correct and the City Commission hereby incorporates such Recitals as part of this Ordinance.

SECTION 2. AUTHORIZATION OF PURCHASE. The City Commission hereby authorizes the purchase of the property described in the recitals above for the purchase amount of \$350,000.00.

SECTION 3. AUTHORITY TO EXECUTE DOCUMENTS. The City Commission hereby authorizes the Mayor to execute all necessary documents for the purchase of such real property, including but not limited to the Unimproved Property Contract and related Amendment attached hereto as **Exhibit "B"** and made a part hereof.

SECTION 4. EFFECTIVE DATE. This Ordinance shall take effect after a second reading, where it is read, considered and adopted by the City Commission and until the fifteen (15) days has passed after its first reading.

SECTION 5. PUBLICATION. The City Secretary of the City of San Juan is hereby authorized and directed to cause the caption of this Ordinance to be published in a newspaper having general circulation in San Juan, Texas, and in accordance with the applicable laws of this State.

SECTION 6. CODIFICATION. That this Ordinance shall not be codified in the Code of Ordinances of the City of San Juan, Texas, as it is not amendatory thereof.

SECTION 7. SEVERABILITY. If any section, part, or provision of this Ordinance is declared unconstitutional or invalid, by a court of competent jurisdiction, then, in that event, it is expressly provided, and it is the intention of the City Commission in passing this Ordinance that its parts shall be severable and all other parts of this Ordinance shall not be affected thereby and they shall remain in full force and effect.

SECTION 8. REPEALER CLAUSE. This Ordinance shall be cumulative of all other ordinances dealing with the same subject and any provision of any ordinance in direct conflict with any provision of this Ordinance is hereby repealed and the provisions of this Ordinance shall supersede any provisions in conflict herewith; all provisions of any other ordinance not in conflict herewith shall remain in full force and effect.

READ, PASSED AND APPROVED ON FIRST READING at a regular meeting of the City Commission of the City of San Juan, Texas, at which a quorum was present and which was held in accordance with Vernon's Texas Codes Annotated, Government Code, Section 551.041 on the 27th day of February, 2024.

READ, PASSED AND APPROVED IN SECOND READING at a regular meeting of the City Commission of the City of San Juan, Texas, at which a quorum was present and which was held in accordance with Vernon's Texas Codes Annotated, Government Code, Section 551.041 on the ____ day of March, 2024.

CITY OF SAN JUAN, TEXAS

By: _____
Mario Garza, Mayor

ATTEST:

By: _____
Brenda Escalante, City Secretary_____

APPROVED AS TO FORM:

Palacios Garza & Thompson, P.C.

BY: _____
City Attorney

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
FEBRUARY 27, 2024

Preliminary and Final Plat Approval for the Westview IV Lot 1 Subdivision, Being a 19.639-Acre Tract of Land out of Lot 2, Block 47, Alamo Land and Sugar Subdivision, Located Approximately Half of a Mile East of Raul Longoria Road, Along the South Side of Owassa Road, as Requested by CDS Muery Engineers. [Daniel Tijerina, Director of Planning]

STAFF COMMENTS AND RECOMMENDATIONS:

The developer is proposing a one (1) lot subdivision with entrance/exit along Owassa Road. The property is zoned as the Light Industrial District which will be use as the main production plant for Delia's Tamales.

The subdivision is located in a flood zone "AH" areas of 100-year shallow flooding where depths are between one and three feet. A Letter Of Map Revision (LOMR) or a Conditional Letter of Map Revision shall be required from FEMA by the developer.

Water service will be provided by the North Alamo Water Supply Corporation and sewer by the City of San Juan. Water lines shall be looped to an 8-inch water line as per San Juan Fire Department requirements. Additional fire hydrants shall be located every 300 feet of the existing fire hydrant. All entrances/ exits must be 26 feet wide.

RECOMMENDATION:

Staff recommends approval of the Preliminary and Final Plat.

PREPARED BY:

Daniel Tijerina,
Planning Director

APPROVED BY:

Benjamin Arjona, City
Manager

MEETING DATES:
PLANNING AND ZONING COMMISSION – 02/15/2024
CITY COMMISSION – 02/27/2024
DATE PREPARED – 02/16/2024

PAGE 1

STAFF REPORT
GENERAL INFORMATION

APPLICATION:	Preliminary and Final Plat Approval of Westview IV Subdivision Lot 1
APPLICANT:	Delgar Foods
AGENT:	CDS Muery Engineers
LEGAL:	Being a 19.639-acre tract of land out of Lot 2, Block 47, Alamo Land and Sugar Company Subdivision
LOCATION:	The property is located approximately half of a mile East of Raul Longoria Road along the South side of Owassa Road
LOT/TRACT SIZE:	19.639-acre tract
CURRENT USE OF PROPERTY:	Vacant
EXISTING ZONING:	Light Industrial District (L-I)
EXISTING LAND USE/ ADJACENT ZONING:	<i>North</i> – Outside city limits <i>South</i> – Outside city limits <i>East</i> – Vacant; Single-Family Residence District (R-S) <i>West</i> – Vacant; Multi-Family Residence District (R-MF)
PUBLIC SERVICES:	Water service will be provided by the North Alamo Water Supply Corporation; sewer by the City of San Juan.
RECOMMENDATION:	Staff recommends approval of Preliminary and Final Plat.

EVALUATION AND CONDITIONS FOR APPROVAL

The developer is proposing a one (1) lot subdivision with entrance/exit along Owassa Road. The property is zoned as Light Industrial District which will be use as the main production plant for Delia's Tamales.

The subdivision is located in a flood zone "AH" areas of 100-year shallow flooding where depths are between one and three feet. A Letter Of Map Revision (LOMR) or a Conditional Letter of Map Revision shall be required from FEMA by the developer.

Water service will be provided by the North Alamo Water Supply Corporation and sewer by the City of San Juan. Water lines shall be looped to an 8-inch water line as per San Juan Fire Department requirements. Additional fire hydrants shall be located every 300 feet of the existing fire hydrant. All entrances/exit must be 26 feet wide.

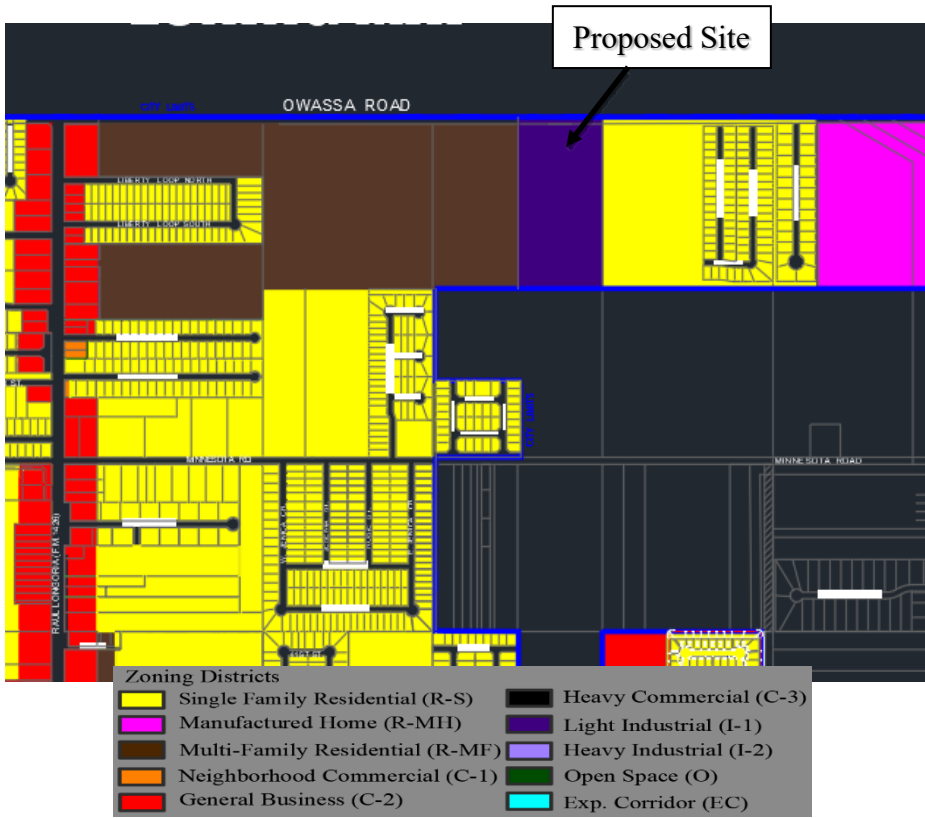
ATTACHMENTS: Location Map
 Aerial Photo
 Zoning Map
 Comments from City Engineer, Fire and Utilities Departments
 Subdivision Plat



Proposed Site



Location Map



Zoning Map

APPROVAL BY PLANNING AND ZONING COMMISSION:
1. CHAIRMAN OF THE PLANNING AND ZONING COMMISSION HEREBY CERTIFY THAT THE SUBDIVISION PLAT CONFORMS TO REQUIREMENTS OF THE SUBDIVISION REGULATION OF THE CITY.
CHAIRMAN, PLANNING & ZONING COMMISSION
APPROVED:
DATE:

STATE OF TEXAS
COUNTY OF HIDALGO

DELIA LUBIN, LUBIN PROPERTIES LLC, HEREBY CERTIFY THAT THEY ARE THE OWNERS OF THE LANDS WITHIN THE BOUNDARIES OF THE FOREGOING PLAT, THAT THEY HAVE HAD SAID LOTS SURVEYED AND SUBDIVIDED AS SHOWN, THAT THE STREETS SHOWN ARE DEDICATED TO THE PUBLIC USE FOREVER, THAT EASEMENTS AS SHOWN ARE DEDICATED TO THE PUBLIC USE FOR THE INSTALLATION, OPERATION AND THE USE OF PUBLIC UTILITIES, AND THAT THIS MAP WAS MADE FOR THE PURPOSE OF DESCRIPTION AND DEDICATION.

OWNER/DEVELOPER: DELIA LUBIN
LUBIN PROPERTIES, LLC
106 W. MOLANA
SAN JUAN, TX. 78589

STATE OF TEXAS
COUNTY OF HIDALGO

BEFORE ME, THE UNDERSIGNED AUTHORITY ON THIS DAY PERSONALLY APPEARED KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED AND IN THE CAPACITY THEN STATED. GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS ____ DAY OF ____ 20__.

NOTARY PUBLIC, HIDALGO COUNTY, TEXAS

APPROVED BY HIDALGO COUNTY DRAINAGE DISTRICT NO. 1:
HIDALGO COUNTY DRAINAGE DISTRICT NO. 1 HEREBY CERTIFIES THE DRAINAGE PLANS FOR THIS SUBDIVISION COMPLY WITH THE MINIMUM STANDARDS OF THE DISTRICT ADOPTED UNDER TEXAS WATER CODE 49.211 (C). THE DISTRICT HAS NOT REVIEWED AND DOES NOT CERTIFY THAT THE DRAINAGE STRUCTURES DESCRIBED ARE APPROPRIATE FOR THE SPECIFIC SUBDIVISION BASED ON GENERALLY ACCEPTED ENGINEERING CRITERIA. IT IS THE RESPONSIBILITY OF THE DEVELOPER OF THE SUBDIVISION AND HIS ENGINEER TO MAKE THESE DETERMINATIONS.

BY: _____ DATE: _____
HIDALGO COUNTY DRAINAGE DISTRICT NO. 1

APPROVAL BY HIDALGO COUNTY IRRIGATION DISTRICT NO. 2:
THIS PLAT APPROVED BY HIDALGO COUNTY IRRIGATION DISTRICT NO. 2, ON THIS ____ DAY OF ____ 20__.

SECRETARY DATE
BOARD PRESIDENT DATE

STATE OF TEXAS
COUNTY OF HIDALGO

I, DELIA LUBIN AS OWNER OF THE 21.090 ACRE TRACT OF LAND ENCOMPASSED WITHIN THE WEST VIEW IV SUBDIVISION LOT 1, HEREBY SUBMITS THE LAND AS DEPICTED IN THIS SUBDIVISION PLAT AND DEDICATE TO THE PUBLIC USE THE STREET(S), PARK AND EASEMENTS SHOWN HEREIN.

I CERTIFY THAT I HAVE COMPLIED WITH THE REQUIREMENTS OF TEXAS LOCAL GOVERNMENT CODE §232.032 AND THAT:
- THE WATER QUANTITY AND CONNECTIONS TO THE LOT(S) MEET OR WILL MEET THE MINIMUM STATE STANDARDS.
- SANITARY SEWER CONNECTIONS TO THE LOT(S) OR SEPTIC TANKS MEET OR WILL MEET THE MINIMUM STATE STANDARDS.
- ELECTRICAL CONNECTIONS PROVIDED TO THE LOT(S) MEET OR WILL MEET THE MINIMUM STATE STANDARDS.
- GAS CONNECTIONS, IF AVAILABLE, PROVIDED TO THE LOT(S) MEET OR WILL MEET THE MINIMUM STATE STANDARDS.

I ATTEST THAT THE MATTERS ASSERTED IN THIS PLAT ARE TRUE AND COMPLETE.

DELIA LUBIN
LUBIN PROPERTIES, LLC
P.O. BOX 2978
MCCALLEN TX. 78502

STATE OF TEXAS
COUNTY OF BEXAR

I, THE UNDERSIGNED, JUAN A. LUDWIG, A LICENSED PROFESSIONAL ENGINEER IN THE STATE OF TEXAS, DO HEREBY CERTIFY THAT THE PROPER ENGINEERING CONSIDERATION HAS BEEN GIVEN TO THIS PLAT.

JUAN A. LUDWIG
LICENSED PROFESSIONAL ENGINEER
NO. 99289 - STATE OF TEXAS

I, THE UNDERSIGNED, DARRYL L. ZERCHER, A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF TEXAS, DO HEREBY CERTIFY THAT THE HEREIN PRESENTED PLAT AND DESCRIPTION OF WEST VIEW IV SUBDIVISION LOT 1 WERE PREPARED FROM A SURVEY OF THE PROPERTY MADE ON THE GROUND BY ME OR UNDER MY SUPERVISION IN APRIL 2022, AND THAT IT IS A TRUE AND ACCURATE REPRESENTATION OF THE SUBDIVISION OF THE LANDS HEREON DESCRIBED.

DARRYL L. ZERCHER
REGISTERED PROFESSIONAL LAND SURVEYOR
NO. 5609 - STATE OF TEXAS

1 04/28/22 CDS M&B-UPDATE OWNER INFORMATION
2 06/07/23 NAWSC 15' EASEMENT DEDICATION
3 12/06/23 NAWSC ROW EASEMENT ACKNOWLEDGMENT
4 1/05/24 NAWSC NOTATIONS

DESIGNED BY
DRAWN BY J. RODRIGUEZ
CHECKED BY J. LUDWIG
REVIEWED BY D. ZERCHER
DATE JANUARY 05, 2024

100' 50' 0' 100'

LEGEND
O - 1/2" IRON ROD SET WITH PLASTIC CAP
STAMPED "CD/MUERY S.A. TX."
● - FOUND MONUMENTATION
- - - 1 FOOT CONTOUR LINE
- - - 5 FOOT CONTOUR LINE
P.O.B. - PLACE OF BEGINNING
C - CENTERLINE
P.L. - PROPERTY LINES
R.O.W. - RIGHT OF WAY
D.R.H.C. - OFFICIAL RECORDS HIDALGO COUNTY, TEXAS
M.A.H.C. - MAP RECORDS HIDALGO COUNTY, TEXAS
CP - CONTROL POINT
- - - EDGE OF ASPHALT
- - - UNDERGROUND STORM DRAIN
- - - OVERHEAD ELECTRIC LINE

CONTROL POINT TABLE
POINT NORTHING EASTING ELEVATION DESCRIPTION
100 16612561.06 11103492.06 100.38 SET 1/2" IRON ROD
103 16612454.02 1104152.80 100.77 SET 1/2" IRON ROD

DATUM INFORMATION:
VERTICAL DATUM: NORTH AMERICAN VERTICAL DATUM 1988.
HORIZONTAL DATUM: GRID NORTH, TEXAS STATE PLANE
COORDINATE SYSTEM: NAD 1983(2011), SOUTH ZONE.

MARIA MELBA GARCIA, TRUSTEE
VOL. 2592, PG. 166
D.R.H.C.

THE COUNTY OF HIDALGO
1.189 ACRES
75' WIDE DRAINAGE
RIGHT-OF-WAY
D.R.H.C. NO. 2335878
D.A.M. NO. 2333967
88-46-00

THE COUNTY OF HIDALGO
1.337 ACRES
75' WIDE DRAINAGE
RIGHT-OF-WAY
D.R.H.C. NO. 2330778
D.R.H.C.

BEING A 19.892 acre tract of land lying in the M. Dominguez Grant, Abstract 7, Hidalgo County, Texas, some being all of a 21.09 acre tract described to Lubin Properties, LLC recorded in Document No. 2633967 of the Official Records of Hidalgo County, Texas, some and except that 1.198 acre tract described in deed to The County of Hidalgo recorded in Document No. 2335878 of the Official Records of Hidalgo County, Texas, some being all of Lot 2, Block 47, Alamo Land and Sugar Company Subdivision recorded in Volume 1, Pages 24-26 of the Map Records of Hidalgo County, Texas.

PLAT ESTABLISHING
WEST VIEW IV SUBDIVISION
LOT 1
19.892 ACRES (866,482 SQ. FT.)

PRINCIPAL CONTACTS
OWNER(S): DELIA LUBIN, LUBIN PROPERTIES, LLC
P.O. BOX 2978, MCCALLEN, TX 78542
PHONE NUMBER: 956-227-8254
ENGINEER: JUAN A. LUDWIG
100 NE LOOP 410, STE 300, SAN ANTONIO, TX 78216
210-581-1111
SURVEYOR: DARRYL L. ZERCHER
100 NE LOOP 410, STE 300, SAN ANTONIO, TX 78216
210-581-1111

WEST VIEW IV SUBDIVISION
LOT 1
LUBIN PROPERTIES, LLC
CITY OF SAN JUAN, HIDALGO COUNTY, TEXAS

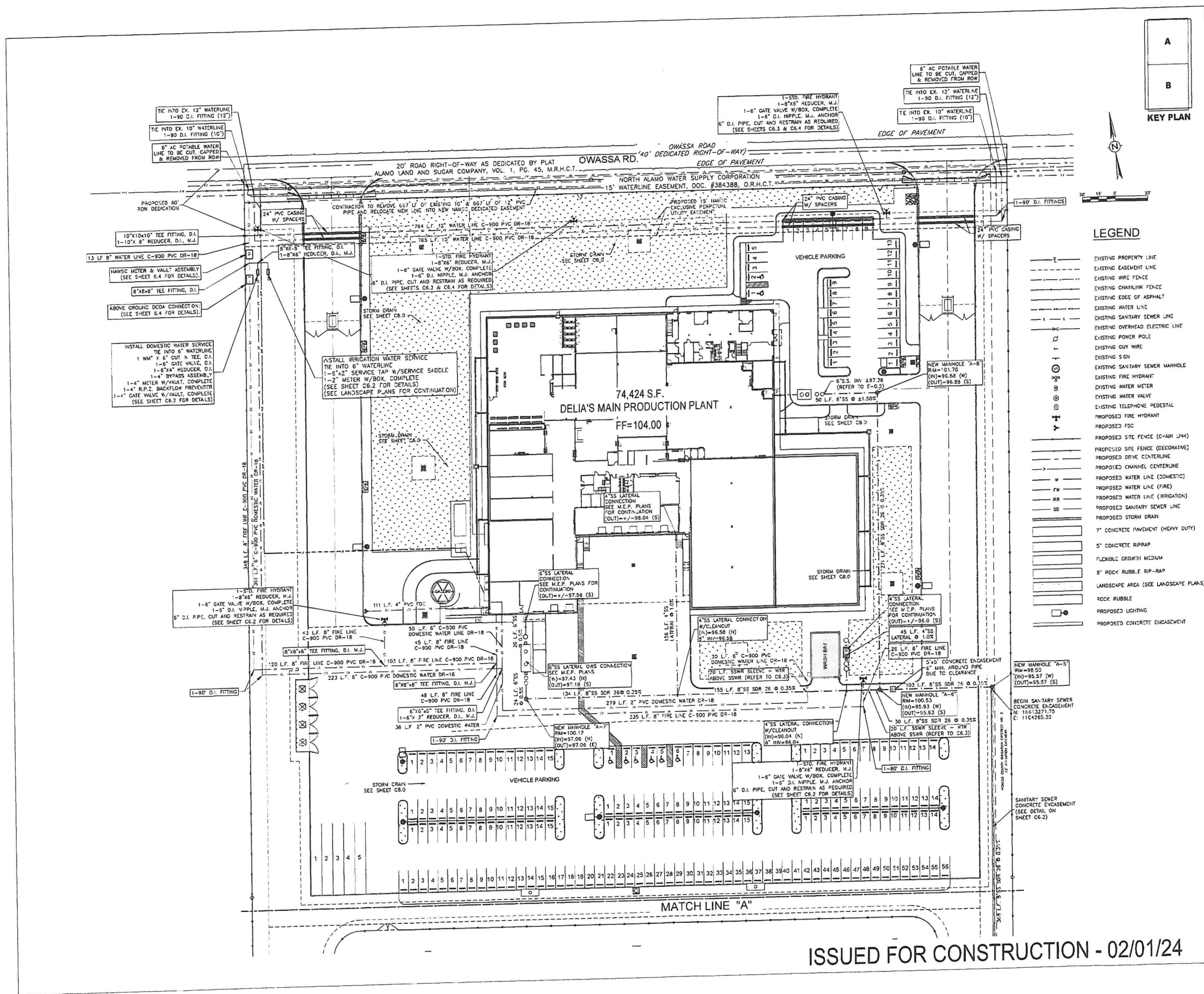
100 NE LOOP 410, STE 300 | SAN ANTONIO, TEXAS 78216
(210) 581-1111 | TBP# NO. F-7373 | TBL# NO. 100495-00

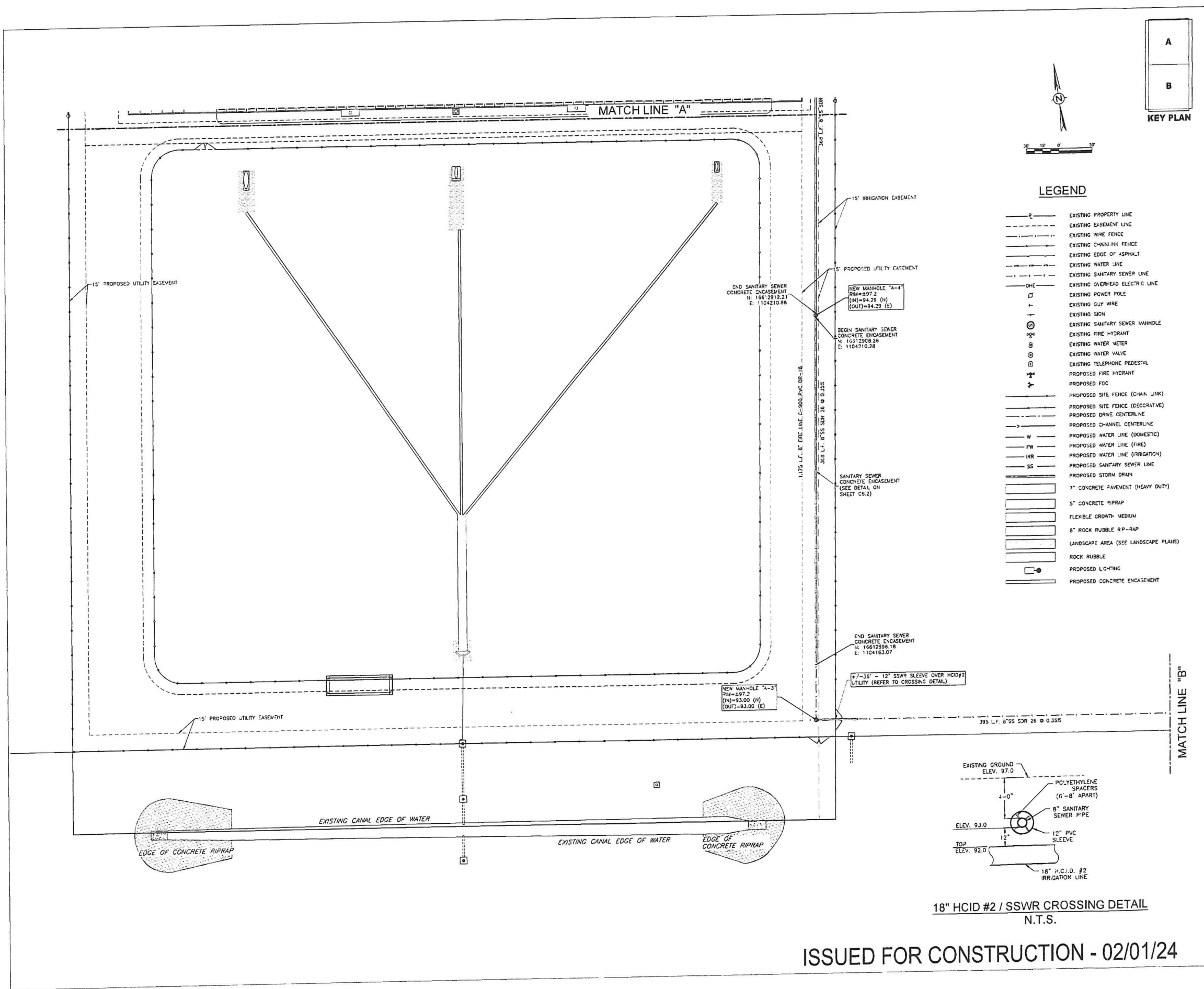
PROJECT LOCATION
LOCATION MAP
NOT TO SCALE

GENERAL PLAT NOTES AND RESTRICTIONS:
1. FLOOD ZONE STATIONING: SUBJECT PROPERTY LIES WITHIN ZONE "4" DESCRIBED AS AREAS OF 100 YEAR FLOOD; SHALLOW FLOODING WHERE DEPTHS ARE BETWEEN ONE (1) AND THREE (3) FEET; BASE FLOOD ELEVATIONS ARE SHOWN, BUT NO FLOOD HAZARD FACTORS ARE DETERMINED. IF 100 FEET ACCORDING TO THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) FLOOD INSURANCE RATE MAP, COMMUNITY PANEL NUMBER 4803340425 C, HIDALGO COUNTY, TEXAS DATED NOVEMBER 16, 1982.
2. SETBACKS: FRONT: 60 FEET OR EASEMENT, WHICHEVER IS GREATER REAR: 15 FEET OR EASEMENT, WHICHEVER IS GREATER SIDE: 15 FEET OR EASEMENT, WHICHEVER IS GREATER
3. MINIMUM FINISH FLOOR NOTE: MINIMUM FINISH FLOOR ELEVATION SHALL BE 18" ABOVE TOP OF CURB OR ASPHALT MEASURED AT THE CENTER OF THE LOT OR 18" ABOVE NATURAL GROUND, WHICHEVER IS GREATER. BASE FLOOD ELEVATION = 100 FEET.
4. BENCHMARK NOTE: BENCHMARK POINT (TBM1) IS A MAG NAIL IN POWER POLE. BENCHMARK POINT (TBM2) IS A CHISELED "X" ON CONCRETE AS IDENTIFIED ON THE FACE OF THE PLAT.
TBM1 N: 16613461.04 E: 1103856.48 ELEV: 88.87'
TBM2 N: 16612185.74 E: 1103881.74 ELEV: 83.73'
5. DRAINAGE NOTE: IN ACCORDANCE WITH HIDALGO COUNTY DRAINAGE DISTRICT NO. 1 AND HIDALGO COUNTY REQUIREMENTS, THIS DEVELOPER WILL BE REQUIRED TO OBTAIN A TOTAL OF 97,800 CUBIC FEET (2.24 ACRE-FEET) OF STORM WATER RUNOFF DRAINAGE DETENTION IN ACCORDANCE WITH THE LOCAL REQUIREMENTS WILL BE ACCOMPLISHED AS INDICATED ON THE DRAINAGE REPORT.
6. THIS SUBDIVISION SHALL BE FOR COMMERCIAL USE.
7. NO PERMANENT STRUCTURES SHALL BE ALLOWED WITHIN UTILITY EASEMENTS, GAS EASEMENTS, IRRIGATION EASEMENTS OR LOT LINES.
8. THE DEVELOPER SHALL INSTALL A 6 FOOT BUFFER FENCE ALONG REAR OF LOT.
9. OWNERS SHALL INSTALL A 5 FOOT SIDEWALK ALONG OMASSA ROAD AT BUILDING PERMITS STAGE.
10. A 5 FOOT LANDSCAPING STRIP IS REQUIRED ALONG THE SOUTH SIDE OF OMASSA ROAD.
11. AN OFF STREET PARKING LOT SITE PLAN AND DRAINAGE PLAN APPROVAL BY THE CITY OF SAN JUAN SHALL BE REQUIRED FOR COMMERCIAL, INDUSTRIAL OR MULTIFAMILY USE AT THE TIME OF APPLICATION FOR CONSTRUCTION PRIOR TO THE ISSUANCE OF THE BUILDING AND/OR DEVELOPMENT PERMIT.
12. NO CONSTRUCTION OF ANY STRUCTURES ARE ALLOWED UNLESS FIRE PROTECTION IS IN PLACE.
13. ANY PROPOSED DRAINAGE OUTFALL INTO TxDOT SYSTEM REQUIRES A TxDOT PERMIT PRIOR TO DEVELOPMENT.
14. DRIVEWAYS THAT HAVE NOT BEEN DEDICATED TO THE PUBLIC FOR PUBLIC ACCESS, THE NON-PUBLIC STREETLIGHTS, TRAFFIC CONTROL DEVICES, SIGNALS, LANDSCAPING AND OTHER IMPROVEMENTS SHALL BE MAINTAINED BY THE OWNERS OF THIS SUBDIVISION. THE ACCESS SHALL ALWAYS BE OPEN TO EMERGENCY VEHICLES, PUBLIC AND PRIVATE UTILITY PERSONNEL, THE U.S. POSTAL SERVICE AND GOVERNMENTAL EMPLOYEES IN PURSUIT OF THEIR OFFICIAL DUTIES.
15. PROPOSED DETENTION AREAS SHALL BE MAINTAINED BY THE SUBDIVISION OWNER AND SHALL BE PROVIDED ACCORDING TO THE APPROVED DRAINAGE REPORT.
16. SUBDIVISION SHALL COMPLY WITH THE MOST CURRENT UNIFIED DEVELOPMENT CODE REQUIREMENTS AND SPECIFICATIONS, SUCH REQUIREMENTS MAY INCLUDE, BUT ARE NOT LIMITED TO THE UNITED DEVELOPMENT CODE, SETBACKS, BUTTERFLIES, FLOOD AREA RATIO, LANDSCAPE SURFACE RATIO AND PARKING REQUIREMENTS.
17. THE ZONING FOR THIS PROPERTY IS COMMERCIAL GENERAL (CG) DISTRICT. A FUTURE ROAD RIGHT-OF-WAY AS PER 2015 THOROUGHFARE PLAN AMENDMENTS, WAS APPROVED BY TRANSPORTATION POLICY COMMITTEE, FEBRUARY 18, 2016, APPROVED BY THE HIDALGO COUNTY COMMISSIONER'S COURT, MARCH 22, 2016, RESOLUTION 2016-05.
18. ALL DISTANCES AND COORDINATES ARE SHOWN IN IN GRID.
19. EROSION AND SEDIMENT CONTROL DURING CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE CURRENT TEXAS POLLUTION DISCHARGE ELIMINATION SYSTEM (TPDES) CONSTRUCTION GENERAL PERMIT.
20. OWNERS TO MAINTAIN R.O.W AND PERIMETER OF SUBDIVISION.
21. NEW NAWSC RELOCATED WATER LINES UNDER CONCRETE PAVEMENT AND DRIVEWAYS SHALL BE EASED.

FILED FOR RECORD IN
HIDALGO COUNTY
ARTURO GUJARDO, JR.
HIDALGO COUNTY CLERK
ON: _____ AT _____ A.M./P.M.
INSTRUMENT NUMBER _____
OF THE MAP RECORDS OF HIDALGO COUNTY, TEXAS
BY: _____ DEPUTY CLERK

SHEET NO. 1
OF 1 SHEET
FILE NO. 118057
WEST VIEW IV SUB PLAT.dwg

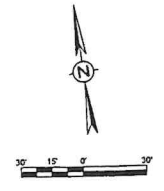




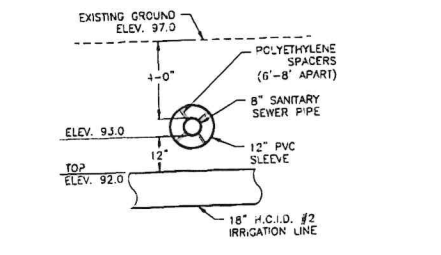
A

B

KEY PLAN



- LEGEND**
- EXISTING PROPERTY LINE
 - EXISTING EASEMENT LINE
 - EXISTING WIRE FENCE
 - EXISTING CHAINLINK FENCE
 - EXISTING EDGE OF ASPHALT
 - EXISTING WATER LINE
 - EXISTING SANITARY SEWER LINE
 - EXISTING OVERHEAD ELECTRIC LINE
 - EXISTING POWER POLE
 - EXISTING GUY WIRE
 - EXISTING SIGN
 - EXISTING SANITARY SEWER MANHOLE
 - EXISTING FIRE HYDRANT
 - EXISTING WATER METER
 - EXISTING WATER VALVE
 - EXISTING TELEPHONE PEDESTAL
 - PROPOSED FIRE HYDRANT
 - PROPOSED FDC
 - PROPOSED SITE FENCE (CHAIN LINK)
 - PROPOSED SITE FENCE (DECORATIVE)
 - PROPOSED DRIVE CENTERLINE
 - PROPOSED CHANNEL CENTERLINE
 - PROPOSED WATER LINE (DOMESTIC)
 - PROPOSED WATER LINE (FIRE)
 - PROPOSED WATER LINE (IRRIGATION)
 - PROPOSED SANITARY SEWER LINE
 - PROPOSED STORM DRAIN
 - 7" CONCRETE PAVEMENT (HEAVY DUTY)
 - 5" CONCRETE RIPRAP
 - FLEXIBLE GROWTH MEDIUM
 - 8" ROCK RUBBLE RP-RAP
 - LANDSCAPE AREA (SEE LANDSCAPE PLANS)
 - ROCK RUBBLE
 - PROPOSED LIGHTING
 - PROPOSED CONCRETE ENCASUREMENT



18" HCID #2 / SSWR CROSSING DETAIL
N.T.S.

PiwonkaSturrock
 Architects LLC
ARCHITECTURAL PLANNING INTERIOR DESIGN
 816 CAMARON STREET, SUITE 147
 SAN ANTONIO, TX 78212
 T 210.212.8800 F 210.212.8800

CONSULTANTS
CDS muery
ENGINEERS | SURVEYORS
210.212.8800 F 210.212.8800

SEAL

PROJECT # 118057
ALL DIMENSIONS MUST BE VERIFIED BY CONTRACTOR AND THE ARCHITECT IS NOT RESPONSIBLE FOR ANY DISCREPANCIES BETWEEN PROCEEDING WITH THE CONSTRUCTION
CONTRACT SCALE: 1/8\"/>

DELIA'S TAMALES
MAIN PRODUCTION PLANT

DRAWING TITLE
UTILITY PLAN (B)

REVISIONS	DATE	DESCRIPTION

DRAWING # **118057**

C6.1

ISSUED FOR CONSTRUCTION - 02/01/24

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
FEBRUARY 27, 2024

Discussion and Possible Action on the San Juan Municipal Court 2024 Case Resolution Campaign. [Mary Enriquez, Court Administrator]

STAFF COMMENTS AND RECOMMENDATIONS:

The Municipal Court is having its 2024 Case Resolution Campaign from March 2 through March 31, 2024. Individuals with outstanding warrants are urged to make arrangements with the court to solve their delinquent fines. During the Case Resolution Campaign, failure to appear will be waived on each warrant. Citizens can pay their outstanding warrants without being arrested.

RECOMMENDATION:

Approval of the Municipal Court 2024 Case Resolution Campaign for outstanding warrants.

PREPARED BY:

Mary Enriquez, Court
Administrator

APPROVED BY:

Benjamin Arjona, City
Manager

AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
FEBRUARY 27, 2024

Discussion and Possible Action Authorizing the Mayor to Enter into a Memorandum of Agreement Between the City of San Juan and the Lower Rio Grande Valley TPDES Stormwater Task Force Partnership, Inc for Preparation of a Regional Texas Pollution Discharge Elimination System (TPDES) Stormwater Permit Application and Stormwater Plan for the Lower Rio Grande Valley TPDES Stormwater Task Force. [Israel Garza, Director of Sanitation]

STAFF COMMENTS AND RECOMMENDATIONS:

Discussion and Possible Action Authorizing the Mayor to Enter into a Memorandum of Agreement Between the City of San Juan and the Lower Rio Grande Valley TPDES Stormwater Task Force Partnership, Inc for Preparation of a Regional Texas Pollution Discharge Elimination System (TPDES) Stormwater Permit Application and Stormwater Plan for the Lower Rio Grande Valley TPDES Stormwater Task Force.

RECOMMENDATION:

Staff Recommends Execution of the MOA as Presented.

PREPARED BY:

Israel Garza,
Sanitation Director

APPROVED BY:

Benjamin Arjona, City
Manager

MEMORANDUM OF AGREEMENT
by and between
CITY OF SAN JUAN
and
The LRGV TPDES Stormwater Task Force Partnership, Inc.
for preparation of Texas Water Development Board Flood Infrastructure Fund
Program Grant applications
MOA #R-RGV-TF-2024

This Memorandum of Agreement (hereafter termed “MOA”) is entered into by and between the **CITY OF SAN JUAN** (hereafter referred to as “**CITY**”) a political subdivision of the State of Texas, and the **LOWER RIO GRANDE VALLEY TPDES STORMWATER TASK FORCE PARTNERSHIP, INC.** (hereafter referred to as “**TASK FORCE**”), a 501(c)(3) Not-for-Profit formed to promote and coordinate the collaborative and cooperative use of technology by and among colleges, high schools, community school districts, public and school libraries, health care facilities, government offices, businesses, health and educational professionals, other educational and community service organizations, and community residents for the benefit of the collaborating organizations, their clients, and community residents.

SECTION 1
PURPOSE

- 1.1** **CITY and TASK FORCE** agree to enter into this **Agreement** as a manner by which **CITY** and **TASK FORCE** can actively collaborate in: 1) the development of two (2) project strategies detailed in the Region 15 Flood Report of the TWDB Flood Infrastructure Fund program; and 2) the development of separate grant applications for each strategy to be submitted to the TWDB FIF program during the program’s 2nd funding cycle tentatively due March 15, 2024. The **CITY** and **TASK FORCE** will partner with Hidalgo County, the City of Weslaco, City of Alamo and the City of Donna as part of a regional coalition on these projects.
- 1.2** **CITY and TASK FORCE** agree to identify the two (2) strategies as follows: 1) Strategy 1 is the development of a holistic HUC flood protection study targeting a region identified as Cluster 2 in Figure 1. Cluster 2 consists of Hidalgo County, the City of San Juan, City of Weslaco, City of Alamo, and the City of Donna. As part of the on-going Lower Rio Grande Valley Development Council (LRGVDC) Planning study funded by the TWDB FIF (1st funding cycle), the Task Force local governments were divided into seven (7) Clusters. This will allow complementing holistic flood protection projects to develop urban hydrologic models for each strategic Cluster; and 2) Strategy 2 is the development of a flood warning system. The flood warning system will be networked with each Cluster. This strategy will develop a flood warning system that will be networked with the Valley-wide system, currently being developed by the aforementioned on-going LRGVDC Planning study.

- 1.3** **TASK FORCE** and **CITY** in the development of these strategies will work with Hidalgo County, the City of Weslaco, City of Alamo and the City of Donna, Texas A&M University – Kingsville (TAMUK), University of Texas-Rio Grande Valley (UTRGV), and Research, Applied Technology, Education and Service, Inc. Other partners will be engaged if during the process of the development of the scope of work, the need is presented.
- 1.4** **TASK FORCE** and **CITY** seek to establish and expand the Task Force coalition by working together, sharing resources, and by collectively establishing a state-wide network of partners. The coalition's local research topics have primarily focused on urban water issues, but the coalition has expanded its mission to include regional watershed topics, rural and agricultural water issues, and coastal projects.
- 1.5** The **CITY** desires to participate in the development of this project strategy because the **CITY's** service region is currently growing rapidly, and presented with numerous environmental challenges, thus, the need for a highly skilled professionals to assist the **CITY** with water quality, watershed and non-point source (NPS) pollution programs is paramount.
- 1.6** **TASK FORCE** and **CITY** desire to participate in this partnership because such participation will provide **TASK FORCE** and **CITY** with an avenue to offer educational opportunities for students or researchers to gain:
- A. knowledge and experience in the process and procedures of governmental environmental regulation, rulemaking, and committee process.
 - B. supervisory, organizational, and executive skills through the participation in **CITY** initiatives, participatory research opportunities, and creation and submission of **CITY** agenda items, and budget creation; and,
 - C. exposure to communication and interaction between federal agencies, state agencies, and local governments, thus aiding the students in speaking publicly, presenting issues, and expounding opinions.
- 1.7** **TASK FORCE** and **CITY** further desire to participate in this partnership because such participation will provide **TASK FORCE** and **CITY** with another avenue to offer opportunities for researchers, staff and faculty affiliates to render or gain:
- A. educational, training, and community service in furtherance of the **TASK FORCE's** and **CITY's** published vision and mission to forge a path to a better life and to engage with coastal communities so that they prosper economically through thoughtful innovations and impactful programs.
 - B. supervisory, organizational, and governmental skills through the participation in **CITY** initiatives, participatory research opportunities, and budget management; and,
 - C. experience about the interfacing, communication, and interaction between federal

agencies, state agencies, and local governments; thus, actively participating in master planning, regional development, engineering innovations, environmental mitigation, and grant development.

SECTION 2 TERM

- 2.1 *Fixed Term:* This MOA commences on **2/01/24** and will be effective for exactly one (1) calendar year, and will terminate **1/31/25** (the “Fixed Term”), unless extended according to section 2.02 of this MOA.
- 2.2 *Extension:* Upon written, mutual consent of **CITY** and **TASK FORCE** this MOA may be extended for a subsequent one (1) year performance period (an “Extension Term”).
- 2.3 *Cancellation:* This MOA may be cancelled prior to the expiration of the Fixed Term or any Extension Term, upon thirty (30) calendar days written notice to the other party, sent to the address indicated in Section 5.01 of this MOA.

SECTION 3 CONSIDERATION

- 3.1 *Fee:* There is no fee for the development of the two (2) grant applications.

SECTION 4 RIGHTS AND DUTIES

- 4.1 The following rights and duties will be held or performed by **CITY**:
- A. **CITY** will provide one representative to the **grant team**. The individual appointed to the grant team is Israel Garza, City staff.
 - B. The **CITY**’s representative will act as the liaison between the **CITY** and the Grant team, apprising each entity of the other’s objectives. The representative will brief the **CITY** leadership as warranted.
 - C. The **CITY** representative may make recommendations to the **grant team** on behalf of the city.
 - D. **TASK FORCE** and its partners will assign representation to the **grant team**.
 - E. **TASK FORCE** will manage the administration, including meetings, and efforts pertaining to the methods and approaches for development of the grant applications.
 - F. During the development of the two (2) grant applications, the planning team will determine the fiscal agent for the Cluster 2 grant submittals. The selection will be determined by evidence that provides the grant projects with the best opportunity for funding. Any additional authorizations required by the partners will be adhered to.

- G. The Cluster 2 partnership will submit the TWDB Abridged Grant application by March 15, 2024. If the deadline changes, the partnership will meet the new deadline. If the abridged grant application is selected by the TWDB, the Cluster 2 partnership will develop the full proposal pursuant to guidance from the TWDB award team and pursuant to this MOA.

SECTION 5 MISCELLANEOUS

- 5.1 *Addresses:* Notices required under this MOA may be sent by United States Postal Service regular surface mail, certified mail, registered mail, overnight delivery, or hand delivery. Written notice delivery is deemed made when the notice is deposited into a USPS mail receptacle, or deposited with an overnight carrier, or hand delivered. A party can change the notice address by sending to the other parties' written indication of the new address. Notices should be addressed as follows:

CITY OF SAN JUAN

City of San Juan – City of San Juan City Hall
Israel Garza
512 S. Nebraska Ave.
San Juan, Texas 78589
(956) 223.2200
igarza@sjtx.us

TASK FORCE: LRGV TPDES STORMWATER TASK FORCE PARTNERSHIP, INC.
C/O Javier Guerrero
P.O. Box 557
Elsa, TX 78543
jguerrero@office.ratesresearch.org
956-929-7189 (cell)

- 5.2 *Force Majeure:* Any and all duties, obligations, and covenants of this MOA will be suspended during time of natural disaster, war, acts of terrorism, or other “Acts of God”, which prevent a party from fulfilling any and all duties, obligations, and/or covenants of this MOA. If a party is prevented from fulfilling a duty, obligation, and/or covenant of this MOA, due to Force Majeure, the party prevented from fulfilling will notify the other parties in writing, sent pursuant to Section 5.01 of this MOA, within fourteen (14) business days of the Force Majeure event.
- 5.3 *Parties Relationship:* Nothing in the MOA should be construed as creating a partnership, joint venture, agency relationship, or any other relationship other than that of independent contractors, between the parties. None of the parties may bind one or both of the others or otherwise act in any way as the representative of the others, unless specifically authorized, in advance and in writing, to do so, and then only for the limited purpose stated in such authorization. This MOA is not intended to make employees of any party into employees

of the others; nor is it intended to make the employees of any party entitled or eligible to participate in any benefits or privileges given or extended by any other party to its employees.

- 5.4 Applicable Law: This MOA is construed under and in accordance with the laws of the State of Texas.
- 5.5 Cumulative Rights: All rights, options, and remedies contained in this MOA and held by each party are cumulative and the exercising of one will not exclude exercising another. Each party has the right to pursue any remedy or relief which may be provided by law, in equity, or by the stipulations of this MOA.
- 5.6 Non-waiver: A waiver by any or all of the parties of any obligation, duty, or covenant of this MOA will not constitute a waiver of any other breach of any obligation, duty, or covenant of this MOA.
- 5.7 Counterparts: This MOA can be executed in multiple counterparts, each of which is declared an original.
- 5.8 Severability: If any clause or provision of this MOA is illegal, invalid or unenforceable under present or future law, the parties intend that the remaining clauses or provisions of this MOA will not be affected and will remain in full force and effect if the essential terms of this MOA remain valid, legal, and enforceable.
- 5.9 Entire MOA: This MOA contains the final and entire agreement between the parties, and will not be amended, explained, or superseded by any oral or written communications; unless done so in a subsequent, written, and mutually agreed upon amendment.
- 5.10 Assignment: This MOA is assignable only with the written consent of the other parties. Any purported transfer without such consent will be void
- 5.11 Successors and Assigns: All the obligations, duties, covenants, and rights contained in this MOA and performable by any of the parties will be applicable and binding upon respective successors and assigns, including any successor by merger or consolidation; however, nothing in this provision shall be construed to be consent of assignment of this MOA.
- 5.12 Nondiscrimination: The parties, and their agents or employees, are prohibited from discriminating on the basis of race, color, sex, age, religion, national origin, disability, citizenship status, veteran status, sexual orientation, gender identity, or genetic information in the performance of the terms, conditions, covenants and obligations of this MOA.
- 5.13 Immunities: Nothing in this Agreement is intended to, and **TASK FORCE** and **CITY** does not hereby waive, release or relinquish any right to assert any of the defenses **TASK FORCE** or **CITY** enjoys by virtue of the state or federal constitution, laws, rules or regulations, and any sovereign, official or qualified immunity available to **TASK FORCE** or **CITY** as to any claim or action of any person, entity, or individual against **TASK FORCE** or **CITY**.
- 5.14 Commitment of Current Revenues Only: In the event that, during any term hereof, the

Commissioners Court does not appropriate sufficient funds to meet the obligations of CITY under this MOA, CITY may terminate this MOA upon ninety (90) days written notice to TASK FORCE. CITY agrees, however, to use reasonable efforts to secure funds necessary for the continued performance of this MOA. The parties intend this provision to be a continuing right to terminate this MOA at the expiration of each budget period of CITY. Agreements for the acquisition, including lease of real or personal property under Tex.Local.Govt. In the event that, during any term hereof, the Commissioner's Court does not appropriate sufficient funds to meet the obligations of CITY under this MOA, CITY may terminate this MOA upon ninety (90) days written notice to the other parties, CITY agrees, however, to use a best effort attempt to obtain and appropriate funds for payment of the MOA. The parties intend this provision, if applicable, to be a continuing right to terminate this MOA at the expiration of each budget period of CITY in accordance with Tex Local Govt. Code §271.903.

EXECUTED the _____ day of _____, 2024, by CITY, by its duly authorized agent, as evidenced by the authorization by the CITY COUNCIL.

"CITY"
CITY OF SAN JUAN

By: _____
Mario Garza
Mayor

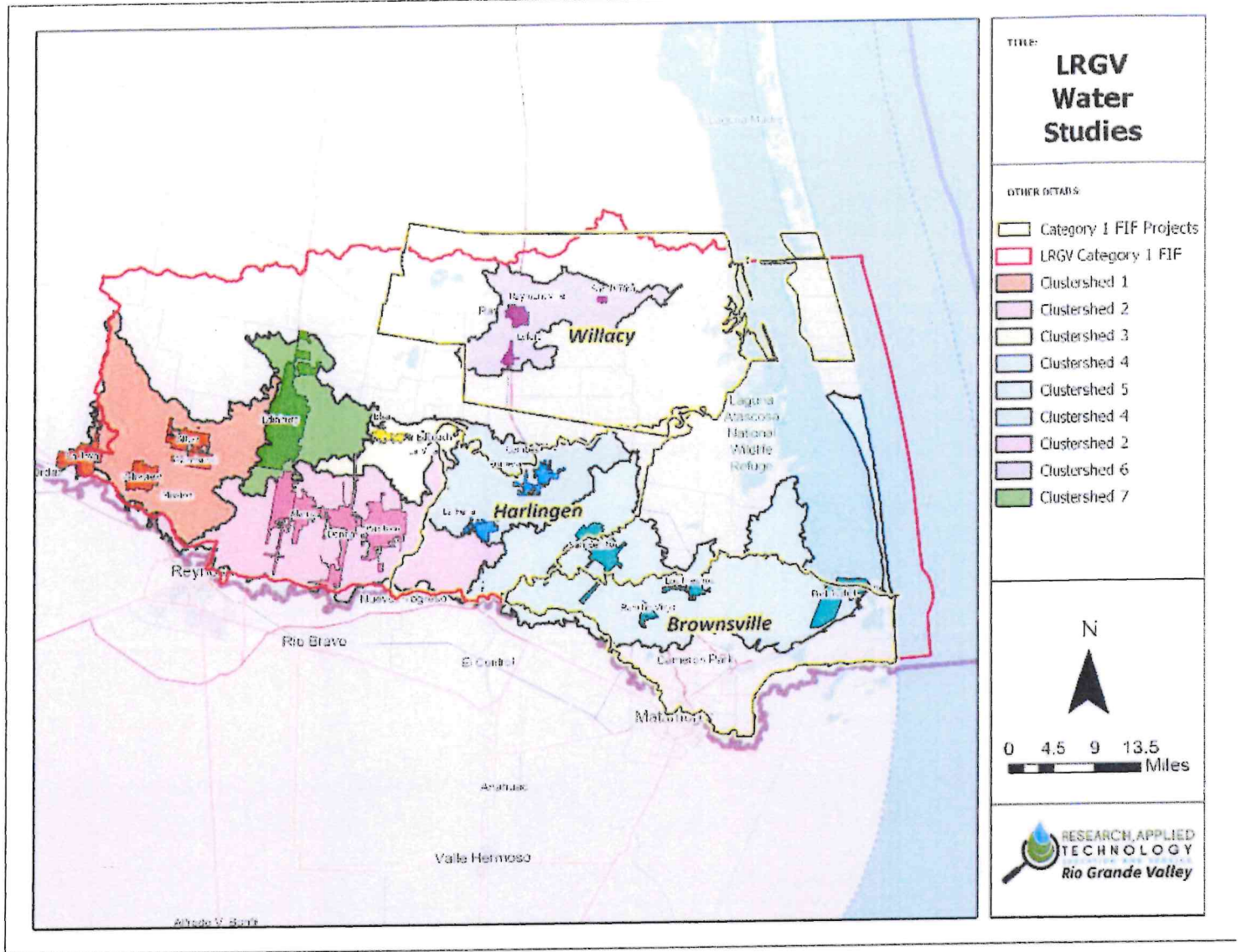
ATTEST:

By: _____
Brenda Escalante
City Secretary

EXECUTED the _____ day of _____, 2024 by TASK FORCE, by its duly authorized officer.

"TASK FORCE"

By:  _____
Javier Guerrero
Executive Director



AGENDA ITEM AND RECOMMENDATION SUMMARY
CITY COMMISSION REGULAR MEETING
FEBRUARY 27, 2024

Consider Approval of City Commission Meeting Minutes:

- May 31, 2023
 - November 14, 2023
 - January 23, 2024
-

STAFF COMMENTS AND RECOMMENDATIONS:

Approval of City Commission Meeting Minutes.

RECOMMENDATION:

Approval of Minutes.

PREPARED BY:

Brenda Escalante,
City Secretary

APPROVED BY:

Benjamin Arjona, City
Manager

MINUTES SPECIAL CALLED MEETING OF THE CITY OF SAN JUAN COMMISSION

DATE: Wednesday, May 31, 2023

TIME: 6:00 p.m.

PLACE: San Juan Memorial Library
1010 S. Standard
San Juan, Texas 78589

MEMBERS PRESENT: Mario Garza, Mayor
Leonardo “Lenny” Sanchez, Mayor Pro Tem
Adina “Dina” Santillan, Commissioner,
Ernesto “Neto” Guajardo, Commissioner
Adina “Dina” Santillan, Commissioner
Marco “Markie” Villegas, Commissioner
Ricardo Palacios, City Attorney

STAFF PRESENT: Benjamin Arjona, City Manager
Brenda Escalante, City Secretary
Sandra Guajardo, Administrative Assistant of Fire
Leandro Sifuentes, Interim Chief of Police
Leroy Gonzalez, Director of Finance
Veronica Hernandez, Human Resources Coordinator
Armandina Sesin, Library Director
Monica Gomez, Assistant Director of Planning and Zoning
Israel Garza, Director of Sanitation/ Public Works
Juan Carlos Martinez, Interim Director of Utilities
Mary Enriquez, Court Administrator
Pat Karr, Director of Information Technology
Ruben Guajardo, Assistant Director of Parks & Recreation. PAL

ORDER OF BUSINESS

- I. CALL MEETING TO ORDER:**
Mayor Mario Garza called meeting to order at 6:00 P.M.
- II. INVOCATION:**
Benjamin Arjona, City Manager led the Invocation.
- III. PLEDGE OF ALLEGIANCE:**
Mayor Mario Garza led the Pledge of Allegiance.
- IV. PUBLIC COMMENTS:** There were no Public Comments.
- V. PRESENTATIONS**
 - A. Recognition of the Recipients of the San Juan Parks and Recreation Schools of the Year Award.**

**CITY OF SAN JUAN
CITY COMMISSION MEETING
WEDNESDAY, MAY 31, 2023**

DISCUSSION: Patrick Willingham, Director of Parks and Recreation, stated throughout the year in the presentations that our kids are doing an outstanding job in our programs and representing the city and out of state. Every year, we recognize the schools that outshine due to their participation and outstanding performance. Mr. Willingham proudly recognized Carmen Elementary as our champion in the elementary division. Coach Gale and Principal Mr. Ramirez stated on behalf of Carmen Elementary that they thanked the City Commission for everything that they do for the school from the beginning of the school year to the end. He stated that there is always motivation for the kids to participate because eventually they will go to PSJA Bears and show their experience once they get there. Mr. Willingham recognized Austin Middle School as our champion in the middle school division. Coach Ramos, the male coordinator, and Coach Ortiz, the female coordinator, were present. Coach Ramos stated that he tells the kids to go home and tell their parents that this is an investment and to do better at whatever it is that they do. Mr. Willingham recognized one of the program coordinators, Miss Gloria Vela, as they do an outstanding job, helping coordinate the facilities as it gets busy and becomes a big task because we have middle school sports, high school sports, and city sports going on. They also make sure the facilities are available to us as needed. Mr. Willingham thanked the city commission for all their support. Mayor Mario Garza asked if we were going to be using the facilities during the summer, to which Mr. Willingham responded, yes, we have the gyms, track, volleyball, middle school volleyball league, track and field, and our tennis program as well as our swimming program. All those facilities will be used. Mayor Mario Garza recommended getting with the district so that we can run the same programs year-round in the future.

B. Construction Update on New City Hall/ Transit Terminal.

DISCUSSION: Benjamin Arjona, City Manager, stated that Edgar Villanueva with ERO Architects and Gilbert Enriquez with ECON were present to give an update on the construction of the new city hall project. Mr. Enriquez informed the commission that they are 85 percent complete and everything is going great. It's a little slower than what we anticipated due to a lot of circumstances. One of the major circumstances was that we received our transformer a month ago, and now we're starting to power up the building. There have also been a lot of material shortages in all industries. Mr. Enriquez added that he would like to have a walkthrough of the facility sometime just so that they can see how great it looks. Mr. Enriquez stated that the project should be done and furnished by August, and that he will hold meetings every two weeks to provide updates.

C. Presentation on Departmental Reports: Department of Finance, Fire Department, Police Department, Municipal Court, and Department of Utilities.

- 1. Department of Finance Monthly Report.**
- 2. Fire Department Monthly Report.**
- 3. Police Department Monthly Report.**
- 4. Municipal Court Monthly Report.**
- 5. Department of Utilities Monthly Report.**

DISCUSSION: Mayor Pro Tem Leonardo "Lenny" Sanchez asked Israel Garza, Director of Sanitation/Public Works, if they were ready for the brush pick-up and gutters due to the tropical depression happening at the gulf. Mr. Garza responded that, hopefully, by the end of next week, they will be catching up to where they need to be. The gutters have been cleaned, but due to the rain, they haven't been able to catch up. Mr. Garza added that his staff has been working on certain areas already with the vector truck and with the assistance of Juan Martinez, Interim Director of Utilities. Mr. Garza stated he received calls for sandbags, but they don't have any sandbags made at this point, but they would work on them as soon as they got authorization to do so. Commissioner Ernesto "Neto" Guajardo inquired about the abandoned houses with tall grass. Mr. Garza

**CITY OF SAN JUAN
CITY COMMISSION MEETING
WEDNESDAY, MAY 31, 2023**

stated they came up with a plan in which, in case of an emergency cutting, he wouldn't need to go through any of the paperwork. He would take a picture before and after and submit it to Code Enforcement, and they would proceed with the invoice with the amount due. Mayor Mario Garza asked Leandro Sifuentes, Interim Chief of Police, for status on the incident that occurred at San Juan Municipal Park and if they had an estimate of the cost of damages. Patrick Willingham, Director of Parks, stated that they got most of the estimated cost of damages, which is close to \$25,000, just in the restrooms. Mayor Garza asked if we ever made a request for cameras, to which Mr. Willingham replied no.

VI. APPOINTMENTS

A. Consideration and Action to Appoint, Re-appoint and/or Remove one (1) Board Member of the San Juan Police Athletic Board.

DISCUSSION: Brenda Escalante, City Secretary, stated that the San Juan PAL Board had received Andrew Garza's resignation letter. Staff is requesting that the nomination of a new member be taken into consideration in order to fill out his remaining term until April 25, 2024. Mrs. Escalante mentioned this opening had been advertised on the city's social media and website for six weeks. Mayor Mario Garza asked Ruben Guajardo, PAL Director, if his board has made any suggestions as far as extending the acceptance of applications to see if there's anyone who might be interested. Mr. Guajardo responded as per the board; they haven't discussed it yet since we haven't had a chance to meet due to the weather and school deadlines. Mayor Garza recommended meeting with his board first to discuss the application process to see if they had any recommendations.

Mayor Mario Garza made motion to tabled item and was seconded by Commissioner Marco "Markie" Villegas. Motion Passed (5-0).

B. Consider Appointment of New Board Members to the City of San Juan - San Juan Princess and San Juan Queen.

DISCUSSION: Benjamin Arjona, City Manager stated one of the things is that an initiative saw that the City of San Juan can have their own princess and their own queen so that they can represent the city like for instance any groundbreaking, ribbon cutting and Noche De Paz. This will be more than anything someone to represent the city in that capacity of a princess and a queen.

Mayor Mario Garza appointed Karina Duran
Mayor Pro Tem Leonardo "Lenny" Sanchez appointed Sarahi Cantu
Commissioner Marco "Markie" Villegas appointed Rachel Molina
Commissioner Adina "Dina" Santillan appointed Jessica Garcia
Commissioner Ernesto "Neto" Guajardo appointed Ronnie Alvarez

Mayor Mario Garza made motion to approve and was seconded by Mayor Pro Tem Leonardo "Lenny" Sanchez. Motion Passed (5-0).

C. Consider Removal and Appointment(s) Related to the San Juan EDC Board.

DISCUSSION: Brenda Escalante, City Secretary stated she had attached the San Juan EDC bylaws, member list and attendance roster in their packets.

Commissioner Marco "Markie" Villegas made motion to remove Nickie Ybarra and appoint Jesse Ramirez and was seconded by Commissioner Adina "Dina" Santillan. Motion Passed (5-0).

D. Consider Appointment of a member of the City Commission as Mayor Pro-Tempore.

**CITY OF SAN JUAN
CITY COMMISSION MEETING
WEDNESDAY, MAY 31, 2023**

Mayor Mario Garza made motion to nominate Marco “Markie” Villegas for Mayor Pro Tem and was seconded by Commissioner Ernesto “Neto” Guajardo. Motion Passed (5-0).

Mayor Pro Tem Marco “Markie” Villegas thanked the community and his colleagues for the opportunity and is proud of how the City of San Juan has been functioning due to the harmonious and great support from each other.

VII. RESOLUTIONS

- A. Consider Resolution to Approve a Waterline Access Agreement between the North Alamo Water Supply Corporation (NAWSC), the City of San Juan and Mosa Development, LLC. for the Mosa Multi-Family Subdivision.**

DISCUSSION: Benjmain Arjona, City Manager stated this is a resolution as formality that needed to be brought before the commissioner over approval of the agreement with the North Alamo Water Supply.

Commissioner Ernest “Neto” Guajardo made motion to approve and was seconded by Mayor Pro Tem Marco “Markie” Villegas. Motion passed (5-0).

VIII. DISCUSSION AND POSSIBLE ACTION ON ALL THE FOLLOWING MATTERS:

- A. Consideration and Action to Release the Escrow for the Public Improvements of the Replat of Lot 5, Texas National Subdivision, as Requested by Melden & Hunt, Inc.**

DISCUSSION: Monica Gomez, Assistant Director of Planning and Zoning, stated this request was for an escrow of \$56,380 for the public improvements to record the replat of lot number 5, Texas National Subdivision. Furthermore, a final walkthrough was conducted on May 12, 2023, and all the improvements were completed. Also, a copy of the report from the inspections was attached to the packet for their reference. Mrs. Gomez stated that staff recommended approval of the request.

Commissioner Adina “Dina” Santillan made motion to approve and was seconded by Mayor Pro Tem Marco “Markie” Villegas. Motion Passed (5-0).

- B. Discussion and Possible Action to Contract TRIMAD Consultants, LLC. to provide Engineering Services for Tierra de Palmas Subdivision Water Service Upgrades.**

DISCUSSION: Benjamin Arjona, City Manager, stated this subdivision is located near Stewart Road. The streets were going to get repaved, but they were looking into adding new water lines as they had many water leaks. Mr. Arjona informed the commission that TRIMAD, the engineer in rotation, would be doing the job. Juan Martinez, Interim Director of Utilities, stated that what we want to do is replace all servers and all crossings to prevent having to go back and tear up the street.

Mayor pro Tem Marco “Markie” Villegas made motion to approve and was seconded by Commissioner Ernesto “Neto” Guajardo. Motion Passed (5-0).

- C. Discussion and Possible Action to Approve a Change Order to the New City Hall/Transit Terminal for the Gateway Monument in the Amount of \$500,000.00 and Authorize the Mayor to Execute all Related Documents.**

DISCUSSION: Benjamin Arjona, City Manager, indicated that this is an item that has been developed inside The Genesis Project at the Economic Development Corporation; nevertheless, now is the moment to determine if we want the Gateway Monument Sign. Mr. Arjona stated this was only an estimate because we haven’t had a chance to actually go out and get an estimate. He noted that if they decided to move forward, they would need to go out and seek additional funding. Mayor Mario Garza stated his concern, considering that we don’t have a concrete number, and asked if it was more than \$500,000.00. Edgar Villanueva stated that this was just a conceptual design and that the actual construction documents for the gateway haven’t been done. Mr. Villanueva stated that the approach that they would like to take is to add it to the scope of

**CITY OF SAN JUAN
CITY COMMISSION MEETING
WEDNESDAY, MAY 31, 2023**

city hall so that we can expedite it; otherwise, the longer it takes, the more expensive it is. Mayor Garza asked if this would be part of City Hall Phase 1, to which Mr. Villanueva replied that was correct. Mr. Arjona noted that this was authorizing it for design only in order to be presented to get a more accurate amount.

Mayor Mario Garza made motion to approve the design, as well as the proposal and was seconded by Commissioner Ernesto “Neto” Guajardo. Motion Passed (5-0).

- D. Discussion and Possible Action to Approve a Change Order to the New City Hall/Transit Terminal for the Canopies in the Amount of \$150,000.00 and Authorize the Mayor to Execute all Related Documents.**

DISCUSSION: Benjamin Arjona, City Manager, stated that when we first saw city hall, there were some canopies up in the front, and due to money constraints, we had to take them off and remove them from the scope of the project. However, Leroy Gonzalez and Bobby Villareal from Estrada’s were able to locate some funds that we can utilize to bring the canopies back.

Mayor Mario Garza made motion to approve and was seconded by Commissioner Ernesto “Neto” Guajardo. Motion Passed (5-0). Motion passed (5-0).

- E. Discussion and Possible Action Authorizing the Mayor to Enter into a Memorandum of Agreement Between the City of San Juan and the Lower Rio Grande Valley TPDES Stormwater Task Force Partnership, Inc. for Preparation of a Regional Texas Pollution Discharge Elimination System (TPDES) Stormwater Permit Application and Stormwater Plan for the Lower Rio Grande Valley TPDES Stormwater Task Force.**

DISCUSSION: Israel Garza, Director of Sanitation/Public Works, stated this is a memorandum agreement for the stormwater. Mr. Garza stated that staff recommended approval of the MOU.

Commissioner Leonardo “Lenny” Sanchez made motion to approve and was seconded by Mayor Pro Tem Marco “Markie” Villegas. Motion Passed (5-0).

IX. CONSENT AGENDA

- A. Consider Approval of City Commission Meeting Minutes:**
- January 10, 2023
 - May 8, 2023
- B. Consider Approval of the Tax Collection Report for the Month of March 2023.**
- C. Consider Approval of the Tax Collection Report for the Month of April 2023.**

Commissioner Leonardo “Lenny” Sanchez made motion to approve and was seconded by Commissioner Adina “Dina” Santillan. Motion Passed (5-0)

X. EXECUTIVE SESSION

- A. The San Juan City Commission will Convene in Executive Session, in Accordance with the Texas Open Meetings Act, Vernon's Texas Statutes and Codes Annotated, Government Code Chapter §551.071 (Consultation with Attorney)**
- 1. Pursuant to Section §551.071, CONSULTATION WITH ATTORNEY; Discussion and Possible Action Regarding the Creation of an Arts District.**

Mayor Mario Garza recommended that item A.1 be discussed openly because legal consultation would not be necessary.

**CITY OF SAN JUAN
CITY COMMISSION MEETING
WEDNESDAY, MAY 31, 2023**

DISCUSSION: Miriam Cepeda, Executive Director, thanked the City Commission for allowing her to speak publicly to the community about the excited movement that we have regarding the downtown San Juan Cultural Arts District. The downtown San Juan Cultural Arts District is a 501c3 organization incorporated after a conversation with the city council in January 2023. However, the idea for a cultural arts district in the city of San Juan had developed over three years ago. During her tenure as the executive director at the Gelman-Stained Glass Museum, advocating for the city and the museum at the state level, she discovered funding opportunities budgeted by the state legislature that coalesced beautifully with downtown revitalization plans underway by the city of San Juan. It was then that the idea emerged for the creation of a cultural arts district, as it resonated profoundly as the area is filled with arts and cultural festivities year-round, with the Basilica of Our Lady of San Juan Del Valle being the epicenter for religious tourism in the Rio Grande Valley and across the state, with over 1.5 billion visitors annually. She quoted how religion is a culture, and when the world closed its doors during the global pandemic, the basilica grounds, i.e., the City of San Juan, remained open, providing spiritual and mental nourishment for visitors in search of a safe haven. She added that Father Jorge will argue that “the Basilica of Our Lady of San Juan is the nation's most visited shrine, more than the National Shrine in DC. Over the weekend alone, over 25,000 people come to the City of San Juan. However familiar the city may be with the numbers; The rest of the state and the county do not know this.” Not only does the Basilica open its doors to the community, but the City of San Juan hosts a series of public events year-round, as does the Gelman-Stained Glass Museum. Therefore, the district located in the heart of the city is at the crossroads of commerce, education, arts, religion, and government, and the district is a natural gathering place for a diverse cross-section of locals and visitors to the city. The district will work closely with various public and non-profit entities to effectively support their mission, which is to enhance and inspire the community of San Juan. The district will encompass its main institutions for arts and cultural tourism, including the Basilica of Our Lady of San Juan, San Juan City Hall, San Juan Municipal Park, and the Gelman Stained Glass Museum. And let’s not forget those small businesses that, due to a lack of resources, have lacked support in marketing to the public outside of San Juan and will also be part of the district in which we support marketing efforts and collaborations. She added that everyone present knows that the best conchas in the state can be located at La Especial Bakery in the City of San Juan. This is where the district's efforts will be allocated to supporting events and businesses such as these located within the district to attract economic development and revenue, unlike before. Furthermore, she looks forward to working together in the application process to be designated as a statewide cultural arts district by the Texas Commission on the Arts, as the district provides a true cultural identity for the Rio Grande Valley. Commissioner Adina “Dina” Santillan asked if the city has to put any type of money into the funding of grants. Ms. Cepeda responded that the city does not have to provide any type of funding; this is a non-profit organization, but we can partner up in some way in the future to fund the district for events. The city is not committed to providing funding. Once the district becomes designated, which it will be next year, once we move forward, they will be funding the district for event enhancements. She added that this will be a separate allocation of funding specifically for beautification in the district. She informed me that right now the state has funded 12.5 million for districts, and no one else can apply for that grant; only the people that are part of that district can apply for it. Commissioner Adina “Dina” Santillan asked if her main concern is whether they will have to provide any type of city resources or city funding to pay for a fee or anything else to create this art district. Ms. Cepeda added that she’s asking that with this partnership, she’s been working with the university at UTRGV, and maybe the city can consider collaborating together to get interns to help with the city for events in any way because it helps the intern become more culturized with the city and with what the city is actually doing, and then it all works together. Mr. Arjona, the City Manager, asked, as far as the cultural arts, will an amphitheater be one of the things that we can actually apply for some funding or something like that? Ms. Cepeda responded that it will have to be some sort of enhancement to the district, and that will help your application. So, anything that would enhance the district's ability to attract visitors, like signage, banners, benches, canopies, and events, has an allocation for funding.

2. Pursuant to Section §551.071, CONSULTATION WITH ATTORNEY; Discussion and Possible Action Regarding Legal Issues Concerning the Non-911 Emergency Ambulance Services.

Commissioner Ernesto “Neto” Guajardo made motion to enter into executive session at 6:56 p.m. and was seconded by Mayor Mario Garza. Motion Passed (5-0).

**CITY OF SAN JUAN
CITY COMMISSION MEETING
WEDNESDAY, MAY 31, 2023
XI. RECONVENE**

Commissioner Ernesto “Neto” Guajardo made motion to enter into executive session at 7:36 p.m. and was seconded by Mayor Mario Garza. Motion Passed (5-0).

A. The City Commission will Reconvene in Open Session to Take Necessary Action, if any, in Accordance with Chapter 551, Open Meetings, Subchapter E, Procedures Relating to Closed Meetings, and Requirements to Vote or Take Final Action in Open Meeting.

1. Pursuant to Section §551.074 PERSONNEL MATTERS: Discuss the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline or Dismissal of a Public Officer or Employee (Interim Director of Parks and Recreation).

Mayor Mario Garza made motion to approve and was seconded by Commissioner Leonardo “Lenny” Sanchez. Motion Passed (5-0).

2. Pursuant to Section §551.071, CONSULTATION WITH ATTORNEY; Discussion and Possible Action Regarding Legal Issues Concerning the Non-911 Emergency Ambulance Services.

Mayor Mario Garza made motion to approve as discussed under executive session and was seconded by Commissioner Ernesto “Neto” Guajardo. Motion Passed (5-0).

XII. ADJOURNMENT

Commissioner Adina “Dina” Santillan made motion to adjourn at 7:36 p.m. and was seconded by Commissioner Ernesto “Neto” Guajardo. Motion Passed (5-0).

CITY OF SAN JUAN, TEXAS

Mario Garza, Mayor

ATTEST:

Brenda Escalante, City Secretary

MINUTES OF REGULAR MEETING OF THE CITY OF SAN JUAN COMMISSION

DATE: Tuesday, November 14, 2023

TIME: 6:00 p.m.

PLACE: San Juan Memorial Library
Multipurpose Meeting Room
1010 S. Standard
San Juan, Texas 78589

MEMBERS PRESENT: Mario Garza, Mayor
Leonardo “Lenny” Sanchez, Mayor Pro Tempore
Adina “Dina” Santillan, Commissioner
Ernesto “Neto” Guajardo, Commissioner
Marco “Markie” Villegas, Commissioner
Rick Palacios, City Attorney

STAFF PRESENT: Benjamin Arjona, City Manager
Brenda Escalante, City Secretary
Tirso Garza, Chief of Fire
Leandro Sifuentes, Interim Chief of Police
Adelaida Cordero, Director of Human Resources
Leroy Gonzales, Finance Director
Armandina Sesin, Library Director
Patrick Willingham, Director of Parks & Recreation
Daniel Tijerina, Director of Planning
Israel Garza, Director of Sanitation/ Public Works
Juan Carlos Martinez, Director of Utilities
Mary Enriquez, Court Administrator
Pat Karr, Director of Information Technology
Ruben Guajardo, Asst. Director of Parks & Recreation/Police Athletic League

ORDER OF BUSINESS

- I. CALL MEETING TO ORDER:**
Mayor Mario Garza called meeting to order at 6:00 p.m.
- II. INVOCATION:**
Benjamin Arjona, City Manager led the Invocation.
- III. PLEDGE OF ALLEGIANCE:**
Mayor Mario Garza led the Pledge of Allegiance.
- IV. PUBLIC COMMENTS:** There were no Public Comments

**CITY OF SAN JUAN
CITY COMMISSION MEETING
TUESDAY, NOVEMBER 14, 2023**

V. PRESENTATIONS

A. Presentation on Departmental Reports: Department of Planning and Zoning, Department of Parks and Recreation, Department of Sanitation, and San Juan Memorial Library.

- 1. Planning and Zoning Monthly Report.**
- 2. Parks and Recreation Monthly Report.**
- 3. Sanitation Monthly Report.**
- 4. San Juan Memorial Library Monthly Report.**

DISCUSSION: Mayor Mario Garza asked Patrick Willingham, Director of Parks and Recreation, for status in regards to the Northside Park. Mr. Willingham responded that they met today and everything is running along great and very smoothly, there are some minor issues with one of the water lines, but it looks like it's getting corrected. Mr. Willingham informed Mayor Garza that the contractor informed that they may be ahead of schedule and are due to turn it over to them approximately April 12, 2024 but they are ahead of schedule right now. Mayor Pro Tem Marco "Markie" Villegas asked Mr. Willingham who the contractor was and Mr. Willingham confirmed to Mr. Villegas that it is Davila Construction. Mr. Willingham stated they are moving right along and everything is coming along well. Mayor Garza asked if this was Phase I as Mr. Willingham confirmed. Mr. Willingham stated that Phase II is ready to put a bid. Benjamin Arjona, City Manager stated that they have to get with Leroy Gonzalez, Director of Finance, to see what the total amount of monies that we have available is, so that we can send it out for bids already.; Mr. Arjona added that if everything goes well, I think by within the next maybe couple of weeks, we should be able to send it out for bidding. Mr. Willingham stated everything is looking good.

VI. PUBLIC HEARING/ORDINANCES

A. Hold a Public Hearing for a Conditional Use Permit to Allow a Mobile Food Court and the Sale of Alcoholic Beverages (BG – Wine and Beer Retailer's Permit) for On-Premise Consumption at "CAM Food Truck Park" Located at 304 W. Los Ebanos Street, Legally Described as Lots 5 thru 7, Block 1, Granada Village Subdivision, as Requested by Luis Ramirez.

DISCUSSION: Daniel Tijerina, Director of Planning, stated that the applicant is proposing a mobile food court at a property located at the southwest corner of Standard Avenue and FM 495. The applicant is proposing twelve (12) food trucks, a playground, a sitting area, restroom facilities, a landscape, and parking areas. Mr. Tijerina further stated the applicant is proposing one entrance/exit along Standard Avenue, and the proposed operation hours are Monday through Sunday from 2:00 p.m. to 11:00 p.m. Also, staff mailed a notice of the public hearing to thirty (30) property owners within a two hundred (200)-foot radius and received no comments in favor of or against the request. Notice of this public hearing was published in The Advance on October 4, 2023. He informed the commission that they reached out to the Texas Department of Transportation, and they are opposing it because the entrance and exit would be in and out of Standard. Therefore, staff recommends denial of the conditional use permit; the Planning and Zoning Commission recommended approval with a 4-1 vote.

Mayor Mario Garza opened the public hearing at 6:07 p.m.

Resident Pedro Guerra stated that he lives directly behind where the applicant is proposing the "CAM Food Truck Park." He stated that he is opposed to there being a food truck park there because the entire neighborhood is very quiet and peaceful, and that the majority of the people there are retired and have concerns about 11:00 p.m. being too late with music. Angel Sewell, a resident, indicated that she lived caddy-corner from the property and had not gotten any notification until her neighbor informed her. Ms. Sewell

**CITY OF SAN JUAN
CITY COMMISSION MEETING
TUESDAY, NOVEMBER 14, 2023**

claimed that she works for the school district and that her parents live a few houses down from her; she has safety concerns and is opposed. Rachel Guerra, a resident, remarked that while she supports business, she believes that this sort of business is not appropriate for their community. Commissioner Adina "Dina" Santillan questioned Mr. Tijerina, who indicated that he had received no emails, phone calls, or any correspondence in support or opposition to it. Mr. Tijerina responded that his understanding from speaking with staff was that they did not receive any comments, but they did receive some questions about the entrance and exit, which is why they contacted TXDOT, as directed by the Planning and Zoning Commission. They were drawn to it because of the crossroads of Standard and Los Ebanos, its historical significance, and its location in a residential neighborhood. Commissioner Santillan inquired whether the Planning and Zoning Commission authorized it, noting that the entry and exit would be on Los Ebanos. Mr. Tijerina stated that according to the new site plan no. Commissioner Santillan inquired as to whether when personnel denied it, they did so at the Los Ebanos entry and exit, or whether this occurred prior to the proposal. Mr. Tijerina said that the first one was off FM 495. Commissioner Santillan inquired as to why there was a denial, to which Mr. Tijerina replied correctly. Commissioner Santillan asked has there ever been a traffic study done to address how much traffic comes in if we approve it and consumers park on the street. Mr. Tijerina responded that they had not conducted a traffic study. Benjamin Arjona, City Manager, stated just to clarify that the Los Ebanos entrance was discussed at the staff meeting, and they recommended denial on that to answer your question, Commissioner Santillan. Mayor Mario Garza stated that his concern is that when are we going to start policing this because around town several food trucks have been opened and the food trucks that we have opened up around town are in a pretty good location, but in this particular one, this one is a little different, and Mayor Garza does not know if there is a way that before there is any investor coming into the city, asking them what their plans are if they were to purchase the property because Mayor Garza would hate for investors to purchase property and thinking, just like the applicant mentioned, is that fair for the applicant. Mayor Garza states that he completely understands the homeowners as well. Mayor Pro Tem Marco "Markie" Villegas agreed with Mayor Garza on that statement, stating that with all the investments being made, like it's been mentioned several times, it's been step by step that he's been dialoguing with the city staff. Mr. Tijerina said that this property was originally zoned to one and there was a plaza layout; plans were later approved by the city. Mr. Tijerina stated that an entrance and exit were approved by TX Dot back then, unsure of how many years ago, so that was the intention for a plaza to be facing FM 495 that was approved now ten (10) years later. Now we have this proposal, and TX Dot says no. According to Mayor Garza, a plaza and a food place are two distinct entities with separate traffic flows, therefore this is a whole new issue now. Commissioner Leonardo "Lenny" Sanchez wanted to make sure we all understood that the backside of this food truck will face FM 495. Mr. Tijerina responded, and that is correct. Commissioner Sanchez shared his vision for uniformity from the west to east sides of San Juan. He believes that having a backside facing a lucrative high-traffic economic development area and a major corridor will create an awkward appearance. Commissioner Santillan states that she thinks that FM 495 on that particular side is more residential; based on the other side of 495, you have the more business aspect, business fronts on the north side of 495, I think that is what Commissioner Sanchez is talking about because there's a difference in the façade on the two sides. Mayor Garza asked if there was any way that Mr. Tijerina and Mr. Arjona could inform the investors, as he'd hate for investors to come in and invest and think that there's a possibility, thinking that there's a high percentage that they can get done what they want there, and then we're in this situation. Mayor Garza states that that's not fair for them, and I get it; it was originally a plaza. Mr. Arjona stated that, if he's not mistaken, this gentleman purchased the property, and then they approached the city. Mayor Garza stated that it made a difference, right. City Attorney Ricardo Palacios asked if the Planning and Zoning Commission approved it, but staff denied it. Mr. Tijerina confirmed and responded yes. Mayor Mario Garza closed the public hearing at 6:20 p.m.

Mayor Mario Garza made motion to deny and was seconded by Commissioner Leonardo "Lenny" Sanchez. Motion Denied (5-0).

- B. Hold a Public Hearing for a Conditional Use Permit to Allow a Drive-Thru Business and the Sale of Alcoholic Beverages (BG - Wine and Malt Beverage Retailer's On-Premise Permit) and Off-Premise Consumption at "Piporro Taqueria Jalisco" Located at 1208 N. Raul Longoria Road Suite J, Legally Described as Lot 1, Gutierrez-Duncan Subdivision, as Requested by L&L Taquerias, LLC.**

**CITY OF SAN JUAN
CITY COMMISSION MEETING
TUESDAY, NOVEMBER 14, 2023**

DISCUSSION: Daniel Tijerina, Director of Planning, stated the conditional use permit is to operate a taqueria with a drive-thru window and the sale of alcoholic beverages for on-premise and off-premise consumption at the commercial plaza located north of the San Juan Post Office. The commercial plaza is proposed to have ten (10) suites. Each suite is 1,217 square feet and has 81 common parking spaces. The property has one entrance along Raul Longoria Road. This is for a restaurant that is under construction and is very nice named "Piporro Taqueria Jalisco." The operation hours are the following: Monday to Wednesday from 11:00 a.m. through 10:30 p.m. Thursdays, from 11:00 a.m. through 11:00 p.m. Friday and Saturday from 11:00 a.m. through midnight Sunday, from 11:00 a.m. through 10:30 p.m. The restaurant is to have a drive-through window on the north side of the restaurant. Staff mailed a notice of the public hearing before the Planning and Zoning Commission to fifteen (15) property owners within a two hundred (200)-foot radius and received no comments in favor of or against the request. Notice of this public hearing was published in The Advance on October 18, 2023. Staff and the Planning and Zoning Commission recommended approval.

Mayor Mario Garza opened the public hearing at 6:22 p.m.

Mayor Mario Garza asked Mr. Tijerina if they were good as far as the checklist for the Planning and Zoning Commission, and Mr. Tijerina confirmed yes. Commissioner Adina "Dina" Santillan stated before that they were open to having cameras and all that stuff. Mr. Tijerina responded yes. Mayor Mario Garza closed the public hearing at 6:23 p.m.

Commissioner Leonardo "Lenny" Sanchez made motion to approve and was seconded by Mayor Pro Tem Marco "Markie" Villegas. Motion Passed (5-0).

VII. APPOINTMENTS

A. Consider Removal and Appointment of One (1) Board Member to the San Juan Noche de Paz Pageant Board.

DISCUSSION: Commissioner Adina "Dina" Santillan stated that she does sit on the board, and they do have one board member that is unable to attend due to her school and work schedule, so as per the recommendation of the board, they are recommending Ivonne Zapata to replace Sarahi Cantu. Commissioner Leonardo "Lenny" Sanchez asked if she was going to school, and Commissioner Santillan states that she is going to school and has a job, so it is very hard for her to make the meetings. Mayor Mario Garza stated that he has a couple questions in regards to the pageant; where are we at on that. Mayor Garza stated that he noticed that there was a fee. Commissioner Santillan confirmed that yes, there was a fee. Mayor Garza stated that his intentions were not to have a fee. Commissioner Santillan stated that the fee was compared to other pageants, which ranged from \$250 to \$350 up to \$500 and above. We are just doing it at \$50.00, and there are stipulations on there as far as they have to reside in the City of San Juan but not go to the PSJA Bears, but they do have to reside in the City of San Juan, and they are subject to inspection to make sure that they do reside there. Commissioner Santillan stated that they do have other requirements that we follow their social media, if they do have social media platforms, and that they are respectful because if they do win, they will be representing the city, so we have that as well. There will be an informational meeting in a couple of weeks, and we have had a few girls come in we have three categories: one is going to be the junior high category, which is the duchess, which is sixth to eighth grade; then there's the princess, which is a freshman or sophomore; and then we have the queen, which will be a junior or senior. Mayor Garza asked the \$50.00 goes to what. Commissioner Santillan responds that the fees go back into the pageant board to help pay for judges and other expenses that have been incurred, such as the crowns, ribbons, and things like that. If there is anything extra, it will carry over to the next year. Commissioner Leonardo "Lenny" Sanchez asked if they had had good feedback. Commissioner Santillan responds that they have had some feedback; that's why we are keeping it glow, and we also have pre-approvals for their attire as far as it being age-appropriate so that it's not too revealing or inappropriate, so they've been submitting that as well. Mayor Garza asked how many judges they were planning to have. Commissioner Santillan responded that there will be three judges and they won't be local judges; the committee has recommended judges outside the area so that there is no bias or any relationship to any of the contestants that will be participating in the pageant. December 3, 2023, will be the pageant itself, which will be at PSJA High

**CITY OF SAN JUAN
CITY COMMISSION MEETING
TUESDAY, NOVEMBER 14, 2023**

School at 3 o'clock. At the end of that pageant, they will be awarded Miss Congeniality, Miss Casual Wear, Best Formal Wear, and Miss Hospitality, but we will not crown the queens, duchesses, or princesses until the Noche de Paz festival. All the contestants will participate in the lighted parade for the Noche de Paz; they'll come into the park, and then somewhere in between the concerts, we will crown the queens. They will take a final walk, and we will also announce the winners of Miss Congeniality, Miss Casual Wear, Best Formal Wear, and Miss Hospitality at the Noche de Paz itself, and they will be crowned there. Mayor Pro Tem Marco "Markie" Villegas asked if this would be an annual thing, as Commissioner Santillan stated yes, and we do have scholarships in place for them depending on whether they finish their reign, depending on their age group, anywhere from \$200 to \$500.00.

Commissioner Adina "Dina" Santillan made motion and was seconded by Commissioner Ernesto "Neto" Guajardo. Motion Passed (5-0).

VIII. DISCUSSION AND POSSIBLE ACTION ON ALL THE FOLLOWING MATTERS:

A. Consideration and Action to Approve the Urban County Preliminary Workplan for Fiscal Year 37 (2024).

DISCUSSION: Daniel Tijerina, Director of Planning and Zoning, stated that a preliminary work plan for the Hidalgo County Urban County Program for Fiscal Year 37 (2024) for Street Improvements and Health Services was in the amount of \$294,597.00. Mr. Tijerina informed the City Commission that the General Administration funds shall be used for CDBG expenses, including advertisements, postings, and coordinating project activities, in the amount of \$3,000.00. Also, street improvements cover materials, engineering, and geographical expenses for the repaving of Gardenia Drive at Bar No. 4 Subdivision in the amount of \$308,550.00. He further stated Health Services for Nuestra Clinica del Valle, which covers all medical, dental, and support services, pharmacy, radiology, and laboratory for low-income and uninsured residents in San Juan, in the amount of \$7,000.00. Mayor Mario Garza asked about the street work that was being done on the northeast corner of Stewart and Old 83 and where those funds were coming from. Benjamin Arjona, City Manager stated that they are coming out of the Urban County General Fund. Mayor Garza mentioned he was just confirming. Mr. Tijerina stated that the improvements for Gardenia Drive and all that are for the next fiscal year, 2024.

Mayor Pro Tem Marco "Markie" Villegas made motion and was seconded by Commissioner Ernesto "Neto" Guajardo. (5-0)

B. Consideration and Action on the Preliminary and Final Plat Approval of the Re-plat of Lot 2, Gutierrez-Duncan Subdivision Being a 2.22-acre Tract of Land out of Lot 2, Gutierrez-Duncan Subdivision, as Requested by Javier Hinojosa Engineering.

DISCUSSION: Daniel Tijerina, Director of Planning and Zoning stated this development was originally a 2-lot plat with a multi-family back section; hence, Javier Hinojosa is discussing re-subdividing lot 2. Mr. Tijerina stated that they want to re-plat the multi-family condominium/townhouse lots into twenty-three (23) individual lots. Additionally, water, sewer, and fire hydrants have already been installed, and the subdivision will have access to Lincoln Avenue. He also indicated that the flood zone for this neighborhood is "C," according to the FEMA Map. According to Mr. Tijerina, the staff and the Planning and Zoning Commission both recommended that preliminary and final plats be approved. Commissioner Adina "Dina" Santillan inquired of Mr. Tijerina on flood zone "C". Mr. Tijerina said that flood zone "C" is an area with minimal flooding. Mayor Pro-Tem Marco "Markie" Villegas asked if it was right behind a plaza and Mr. Tijerina responded that it runs north and south.

Mayor Pro Tem Marco "Markie" Villegas made motion and was seconded by Mayor Mario Garza. Motion Passed (5-0).

**CITY OF SAN JUAN
CITY COMMISSION MEETING
TUESDAY, NOVEMBER 14, 2023**

C. Consider Approval of the Economic Development Corporation's Proposed Budget for Fiscal Year 2023-2024.

DISCUSSION: Benjamin Arjona, City Manager, reported that the EDC Board had approved the proposed budget. Mr. Arjona remarked that between 2023 and 2024, we saw a slight rise in revenues, which was 1.5 or 1.7, so he believed the EDC was doing well, with a \$200,000.00 increase from last year to this year. He stated that what was submitted to the Commission is a balanced budget that was previously discussed within the EDC and is now up for approval. Commissioner Adina "Dina" Santillan questioned Mr. Arjona if EDC was getting a raise. Mr. Arjona stated that the staff had received a 4% increase.

Commissioner Leonardo "Lenny" Sanchez made motion and was seconded by Commissioner Adina "Dina" Santillan. (5-0)

D. Discussion and Consideration to Award RFP NO. 24-001-10-05 CITY OF SAN JUAN AMBULANCE SERVICE Contract and Authorize the City Manager to Negotiate and Execute all Related Documents as Needed to the Most Responsible Bidder.

DISCUSSION: Lori Maldonado, Purchasing Agent stated that on September 20, 2023 and September 27, 2023, staff advertised for proposals in the Advance News Journal RFP NO. 24-001-10-05 CITY OF SAN JUAN AMBULANCE SERVICE. A bid opening was held on October 5, 2023 and proposals were received from the following ambulance companies:

1. SKYLINE INC. EMERGENCY MEDICAL SERVICES
2. MED CARE EMS, INC.
3. LONE STAR AMBULANCE, INC.
4. CITY OF PHARR EMS

Rankings were conducted by staff as follows:

1. MED CARE EMS, INC.
2. LONE STAR AMBULANCE, INC.
3. SKYLINE INC. EMERGENCY MEDICAL SERVICES
4. CITY OF PHARR EMS

Commissioner Adina "Dina" Santillan asked that for the RFQ, there was a budget of \$300,000.00 and inquired if any company came close to the allotted amount. Mrs. Maldonado stated that MED CARE EMS, INC. is \$420,000 and LONE STAR AMBULANCE, INC. is \$450,00 in the first and second years, and \$472,500 in the third year. Mayor Mario Garza questioned the City of Pharr's yearly estimated cost of \$375,000. Mrs. Maldonado stated that there was a 5-year service requirement. Commissioner Leonardo "Lenny" Sanchez stated that the biggest issue the city had was the budget being over. Mayor Pro-Tem Marco "Markie" Villegas asked Benjamin Arjona, City Manager, for the amount paid to the City of Pharr EMS, Mr. Arjona replies it was around \$877,000 for a little bit over six months. Mr. Arjona further indicated that as advertised, it was a direct expense with no compensation to the city. Commissioner Ernesto "Neto" Guajardo asked Mr. Leroy Gonzales, Director of Finance, for an estimate of how much the City of San Juan has paid the City of Pharr EMS. Mayor Garza asked if any of the companies herein mentioned were in any type of litigation and asked who was part of the committee, as he believes that this was important to be looked into. He also inquired about the reason Med Care EMS was let go and what changed from the last time they serviced the city to the present day. Mr. Arjona stated that, as per Mrs. Maldonado, they ranked

number one this time due to the years of service, and regarding the response time, he acknowledged that back then there were some issues with the response time, but they have issues with Pharr EMS as well. Chief Tirso Garza stated that they had just received the report, as they are system to comply with 90% to calculate all the calls throughout the month, so on average, they all comply with 90%. However, the reports show that from

**CITY OF SAN JUAN
CITY COMMISSION MEETING
TUESDAY, NOVEMBER 14, 2023**

the time they get dispatched to the time they arrive at the scene, most of them don't comply. Commissioner Santillan asked Chief Gara if he had received the reports in a timely manner, to which Chief Garza replied yes. Mayor Garza asked Chief Garza if he asked the surrounding municipalities for any type of recommendation, to which Chief Garza replied no. Mayor Pro Tem Villegas asked how many cities Pharr EMS serviced, and Pharr EMS stated only Pharr and San Juan.

Commissioner Adina "Dina" Santillan made a motion to authorize the City Manager to negotiate with the NO. 1 ranked, Med Care EMS, following the parameters set forth by Mayor Mario Garza the cost, litigation, and time response. If negotiations are not met, City Manager will move forward to the NO. 2 ranked to bring it back to the board. The motion was seconded by Commissioner Ernesto "Neto" Guajardo. Motion Passed. (3-2).

Commissioner Ernesto "Neto" Guajardo made motion to approve and was seconded by Mayor Mario Garza. Motion Passed (5-0).

IX. RESOLUTIONS

A. Consideration and Action on a Resolution Submitting Entitlement Vote for Candidate(s) to the Hidalgo County Appraisal District Board of Directors 2024 - 2025.

DISCUSSION: Benjamin Arjona, City Manager, stated that the City of San Juan, because of the size of the population and the tax structure, had 50 votes that could be split into ten (10) each. Ricardo Palacios, City Attorney, stated that this is not a nomination; it has to go by majority, so at this time you are actually placing the votes, so there would be a motion to either give all votes or a portion of votes to one or more persons; it would have to be seconded and votes by the general body. Mr. Palacios further stated that if someone makes a motion and that doesn't pass, then another person would have to make another motion to divide the votes or award the votes to that person, then vote again. Mayor Mario Garza asked Mr. Palacios that each individual can make a motion for their ten (10) individual votes. Mr. Palacios replied that they can do that, but he would ask the body to make a final motion to award the ten (10) votes to these five (5) people; there would have to be a second vote and a vote by everybody. Commissioner Adina "Dina" Santillan stated that she would nominate Pete Garcia in a motion, which was seconded by Commissioner Ernesto "Neto" Guajardo (5-0). Commissioner Leonardo "Lenny" Sanchez made a motion to nominate Pere Garcia, which was seconded by Commissioner Adina "Dina" Sanchez (5-0). Mayor Pro-Tem Marco "Markie" Villegas made a motion to nominate Albert Cardenas, which was seconded by Commissioner Adina "Dina" Santillan (5-0). Mayor Mario Garza made a motion to nominate Antonio Lozano, which was seconded by Commissioner Adina "Dina" Santillan (5-0). Commissioner Ernesto "Neto" Guajardo made a motion to nominate Pete Garcia, which was seconded by Commissioner Adina "Dina" Santillan (5-0). Mr. Palacios stated that for the record, since all the motions were for ten (10) votes, we would need a motion that Pete Garcia received thirty (30) votes on behalf of the City of San Juan, Albert Cardenas received ten (10) votes belonging to the City of San Juan, and Antonio Lozano received ten (10) votes from the City of San Juan.

Mayor Pro-Tem Marco "Markie" Villegas made motion to approve the City of San Juan to cast 30 votes for Pete Garcia, 10 votes for Albert Cardenas, and 10 votes for Antonio Lozano. Motion was seconded by Commissioner Adina "Dina" Santillan (5-0)

X. CONSENT AGENDA

A. Consider Approval of City of San Juan 2023 Tax Roll Certificate.

B. Consider Approval of the Investment Report for the Quarter Ending September 30, 2023.

**CITY OF SAN JUAN
CITY COMMISSION MEETING
TUESDAY, NOVEMBER 14, 2023**

- C. Consideration and Action of an Ordinance for a Conditional Use Permit to Operate “La Herencia Event Center” at 302 E. Business Highway 83 Suite 6, Legally Described as Lettered Blks (San Juan) West 165 feet of Lot 2 and West 165 Feet of Lot 3, Block A 2, as Requested by La Herencia Event Center, LLC.**
- D. Consideration and Action of an Ordinance for a Rezoning Request for a Single-Family Residence District (R-S) to a Multi-Family Residence District (R-MF) of a 21.55-Acre Tract of Land for Lot 14, Stewarts Addition to the Conway Gardens Subdivision, located at the Southeast Corner of Hall Acres and Stewart Road, as Requested by Esponjas Development. Ltd.**

Commissioner Adina “Dina” Santillan made motion to approve and was seconded by Mayor Pro Tem Marco “Makie” Villegas. Motion Passed (5-0).

XI. EXECUTIVE SESSION

- A. The San Juan City Commission will Convene in Executive Session, in Accordance with the Texas Open Meetings Act, Vernon's Texas Statutes and Codes Annotated, Government Code Chapter §551.071**
 - 1. Pursuant to Section §551.071, CONSULTATION WITH ATTORNEY; Discussion and Possible Action Regarding Legal Issues Concerning New City Hall/Transit Terminal.**
 - 2. Pursuant to Section §551.071, CONSULTATION WITH ATTORNEY; Discussion and Possible Action Regarding Legal Issues Concerning Tow Wrecking Services.**
 - 3. Pursuant to Section §551.071, CONSULTATION WITH ATTORNEY; Discussion and Possible Action Regarding Fully Funded Group Health Insurance - RFP No. 24-002-11-02.**

Commissioner Ernesto “Neto” Guajardo made motion to enter into executive session at 6:58 p.m. and was seconded by Commissioner Adina “Dina” Santillan. Motion Passed (5-0).

XII. RECONVENE

Commissioner Ernesto “Neto” Guajardo made motion to enter into executive session at 8:48 p.m. and was seconded by Mayor Mario Garza. Motion Passed (5-0).

- A. The City Commission will Reconvene in Open Session to Take Necessary Action, if any, in Accordance with Chapter 551, Open Meetings, Subchapter E, Procedures Relating to Closed Meetings, and Requirements to Vote or Take Final Action in Open Meeting.**
 - 1. Pursuant to Section §551.071, CONSULTATION WITH ATTORNEY; Discussion and Possible Action Regarding Legal Issues Concerning New City Hall/Transit Terminal.**

No action
 - 2. Pursuant to Section §551.071, CONSULTATION WITH ATTORNEY; Discussion and Possible Action Regarding Legal Issues Concerning Tow Wrecking Services.**

Mayor Mario Garza made motion to approve as discussed under executive and was seconded by Commissioner Adina “Dina” Santillan. Motion Passed (5-0).

**CITY OF SAN JUAN
CITY COMMISSION MEETING
TUESDAY, NOVEMBER 14, 2023**

3. Pursuant to Section §551.071, CONSULTATION WITH ATTORNEY; Discussion and Possible Action Regarding Fully Funded Group Health Insurance - RFP No. 24-002-11-02.

Mayor Mario Garza made motion to approve option DJ8P in reference to medical insurance proposal summary and was seconded by Commissioner Leonardo “Lenny” Sanchez. Motion Denied (2-3).

Commissioner Adina “Dina” Santillan made motion to go for RFQ’S for new agent of record and was second by Commissioner Ernesto “Neto” Guajardo. Motion Passed (3-2)

XIII. ADJOURNMENT

Commissioner Ernesto “Neto” Guajardo made motion to adjourn at 8:50 p.m. and was seconded by Commissioner Adina “Dina” Santillan. Motion Passed (5-0).

CITY OF SAN JUAN, TEXAS

Mario Garza, Mayor

ATTEST:

Brenda Escalante, City Secretary

MINUTES OF REGULAR MEETING OF THE CITY OF SAN JUAN COMMISSION

DATE: Tuesday, January 23, 2024

TIME: 6:00 p.m.

PLACE: San Juan Memorial Library
1010 S. Standard
San Juan, Texas 78589

MEMBERS PRESENT: Mario Garza, Mayor
Marco “Markie” Villegas, Mayor Pro Tem
Leonardo “Lenny” Sanchez, Commissioner,
Ernesto “Neto” Guajardo, Commissioner
Adina “Dina” Santillan, Commissioner
Ricardo Palacios, City Attorney

STAFF PRESENT: Benjamin Arjona, City Manager
Brenda Escalante, City Secretary
Tirso Garza, Fire Chief
Leandro Sifuentes, Chief of Police
Leroy Gonzalez, Director of Finance
Adelaida Cordero, Director of Human Resources
Christina Pérez, Interim Library Director
Daniel Tijerina, Director of Planning and Zoning
Israel Garza, Director of Sanitation/ Public Works
Juan Carlos Martinez, Interim Director of Utilities
Mary Enriquez, Court Administrator
Pat Karr, Director of Information Technology
Ruben Guajardo, Assistant Director of Parks & Recreation. PAL

ORDER OF BUSINESS

- I. CALL MEETING TO ORDER:**
Mayor Mario Garza called meeting to order at 6:00 P.M.
- II. INVOCATION:**
Benjamin Arjona, City Manager led the Invocation.
- III. PLEDGE OF ALLEGIANCE:**
Mayor Mario Garza led the Pledge of Allegiance.
- IV. PUBLIC COMMENTS:** There were no Public Comments
- V. PRESENTATIONS**
 - A. Presentation on a Proclamation Honoring the Memory of Jose Luis Santillan.**

DISCUSSION: Mayor Pro Tem Marco “Markie” Villegas read the proclamation honoring the memory of Jose Luis Santillan. Commissioner Adina “Dina” Santillan thanked the city for recognizing her father with this proclamation. She thanked everyone for coming and presented a brief biography in memory of her father. Commissioner Leonardo “Lenny” Santillan, Mayor Pro Tem Marco “Markie” Villegas, Mayor Mario Garza, and Commissioner Ernesto “Neto” Guajardo remembered Mr. Santillan and expressed words of gratitude for Mr. Jose Luis Santillan.

B. Presentation on the Upcoming 2024 Friendly City 5K.

DISCUSSION: Ruben Guajardo, Interim Director of Parks and Recreation, stated on behalf of the City of San Juan Parks and Recreation that he was happy to announce the scheduling of the Annual Friendly City 5K and stated that he discovered that we’ve been having this event since 2018, but due to the pandemic, we missed a couple of years, but it’s been established for many years and it’s been very successful. Mr. Guajardo processed the information that was provided to the city commission in their agendas. He mentioned that they’ve been receiving feedback in regards to sponsorships and from different nonprofit businesses that would like to be part of the event. Throughout the years, it has built up a good commitment from different nonprofit businesses and will be providing a sponsorship package by tomorrow for their review. Lastly, he stated they are partnering once again with Endurance Splits, who oversee the actual chip timing and the computer.

C. Presentation on Departmental Reports: Department of Parks and Recreation, Department of Finance, and Department of Utilities.

DISCUSSION: Commissioner Adina “Dina” Santillan suggested for the next city commission meeting to have a presentation reporting the status of the progress of the Fire Department Building, Park and Recreation Center, and City Hall. Mayor Mario Garza mentioned to Mr. Ruben Guajardo that he noticed about two weeks ago, when there was a tournament at the Municipal Park, that they did some work around the home plate on both fields. He suggested that in the future, anybody who plays on turf fields wear molded cleats or turfs to extend the life of the turf.

VI. PUBLIC HEARING/ ORDINANCES

A. Hold a Public Hearing and Consider an Ordinance for a Rezoning Request from a Single-Family Residence District (R-S) to Heavy Commercial District (C-3) of a 1.12-Acre Tract of Land out of Lot 13, Block 43, Alamo Land and Sugar Company’s Subdivision, Located at the Northwest Corner of Sioux and Cesar Chavez Road, as Requested by Raul Calera.

DISCUSSION: Daniel Tijerina, Director of Planning stated the applicant is proposing to rezone a 1.12-acre tract of land at the northwest corner of Sioux and Cesar Chavez Road from residential to heavy commercial. Mr. Tijerina proceeded on to say that the comprehensive plan designates this land as a retail commercial office area or location that may accommodate a wide range of enterprises, from tiny shops to restaurants, major stores, and auto dealerships. In addition, the properties on Cesar Chavez are now a mix of single-family and commercial uses, and if rezoning is allowed, a subdivision plat will be necessary. He informed the commission that they mailed four notices within a 200-foot radius of the property, which were published in the Advance. Mr. Tijerina noted that this item was brought to the Planning and Zoning Commission on November 16, 2023. Finally, staff and the Planning and Zoning Commission recommended denying the rezoning proposal.

**CITY OF SAN JUAN
CITY COMMISSION MEETING
TUESDAY, JANUARY 23, 2024**

Mayor Mario Garza opened the public hearing at 6:42 p.m.

Commissioner Adina “Dina” Santillan asked what the reasons were for the denials. Mr. Tijerina responded based on the comprehensive plan and the fact that this is more for retail uses and not heavy commercial.

Mayor Mario Garza closed the public hearing at 6:43 p.m.

Mr. Raul Calera proposed a parking lot for 18-wheelers and expressed his desire to be given equal opportunity as others around the property he owned.

Commissioner Leonardo “Lenny” Sanchez made motion to approve and was seconded by Commissioner Adina “Dina” Santillan. Motion Passed (5-0).

- B. Hold a Public Hearing and Consider an Ordinance for a Conditional Use Permit to Operate a Drive-Thru Business and the Sale of Alcoholic Beverages (BG – Wine and Beer Retailer’s Permit) for Off-Premise Consumption at “Iced Iced Baby” Drive-Thru Located at 912 E. Business 83, Legally Described as Lot 1, Mireles Subdivision, as Requested by Iced Iced Baby, LLC.**

No action, as per property owner.

- C. Hold a Public Hearing and Consider an Ordinance for a Conditional Use Permit for the Sale of Alcoholic Beverages (BG - Wine and Beer Retailer’s Permit) for On- Premise Consumption at “Los 3 Pachines” Restaurant Located at 111 W. Nolana Avenue, Suites 1-2, Legally Described as Lot 2, Circle K #9123 Subdivision, as Requested by Los 3 Pachines, LLC.**

DISCUSSION: Daniel Tijerina, Director of Planning, stated this is an existing restaurant located at 111 W. Nolana Avenue. Mr. Tijerina stated they are proposing to sell alcoholic beverages for on-premise consumption. Notices were mailed out to ten property owners within a 200-foot radius, and they published them in the Advance. Furthermore, he stated this request was to the Planning and Zoning Commission, where they are recommending approval subject to compliance with the list of requirements

Mayor Mario Garza opened the public hearing at 6:45 p.m.

Commissioner Leonardo “Lenny” Sanchez asked if the hours to sell alcohol were correct on the packet. Mr. Raul Santiago, representative of the applicant for TABC, stated they will be authorized to sell beer and wine on Sundays from 12:00 p.m. to 12:00 a.m. However, if he serves an alcoholic beverage with a meal, he can start serving at 10:00 a.m. on Sundays only. During the week, legal hours are from 7:00 a.m. to 12:00 a.m.

Mayor Mario Garza closed the public hearing at 6:48 p.m.

Mayor Pro Tem Marco “Markie” Villegas made motion to approve and was seconded by Commissioner Leonardo “Lenny” Sanchez. Motion Passed (5-0).

- D. Hold a Public Hearing and Consider an Ordinance for a Conditional Use Permit to Operate “Yuri’s Event Center” at 2003 N. Veterans Boulevard, Suites 1-2, Legally Described as Porciones Center Lot 1, Requested by Yuridia B. Sandoval.**

DISCUSSION: Daniel Tijerina, Director of Planning, stated this is a simple use permit wherein they’re changing the business name and the renter of the premises. Basically, an event center that will not serve alcohol. Mr. Tijerina noted that in August 2023, Ruby’s event center was approved at the same location and is now changing owners and business name. Furthermore, staff mailed out notices of the public hearing to twenty-nine property owners within a 200-foot radius, which was published in the Advance, and didn’t

**CITY OF SAN JUAN
CITY COMMISSION MEETING
TUESDAY, JANUARY 23, 2024**

receive any comments in favor or against. Mr. Tijerina stated that staff and the Planning and Zoning Commission are recommending approval, subject to compliance with the conditions required.

Mayor Mario Garza opened the public hearing at 6:56 p.m.

Yuridia B. Sandoval indicated that she just wanted to change the name of the event facility. Mayor Mario Garza questioned Mr. Tijerina if the former tenant or owner had any outstanding bills. Mr. Tijerina stated that when they come to the planning department to receive their permission, they utilize the weedy lot permit system, which shows if they have an outstanding sum after entering their address. If there is a balance, the permit will not be given.

Mayor Mario Garza closed the public hearing at 7:00 p.m.

Commissioner Leonardo “Lenny” Sanchez made motion to approve and was seconded by Mayor Pro Tem Marco “Markie” Villegas. Motion Passed (5-0).

- E. Hold a Public Hearing and Consider an Ordinance for a Conditional Use Permit for the Sale of Alcoholic Beverages (BG - Wine and Beer Retailer’s Permit) for On- Premise Consumption at “El Mezquite Pollos Asados” Located at 205 W. Nolana Avenue Suites 5-6, Legally Described as Lot 1, San Juan Plaza Subdivision, as Requested by Javier and Idalia Hernandez.**

DISCUSSION: Daniel Tijerina, Director of Planning, stated this is a conditional use permit authorizing the sale or consumption of an alcoholic beverage on-premise at an existing restaurant. Furthermore, the restaurant's hours of operation are Monday through Sunday, 10:00 a.m. to 12:00 a.m. The application must meet the Texas Alcoholic Beverages Commission's requirements, as well as any extra permits needed by the City Secretary's Office. Mr. Tijerina indicated that they addressed letters to 15 property owners within a 200-foot radius and published it in the Advance newspaper. In addition, the item was brought to the Planning and Zoning Commission, and staff recommends approval of the conditional use permit subject to the conditions. Also, the Planning and Zoning Commission recommends approval.

Mayor Mario Garza opened the public hearing at 7:02 p.m.

Commissioner Adina “Dina” Santillan asked clarification on the hours of operation.

Mayor Mario Garza closed the public hearing at 7:02 p.m.

Commissioner Ernesto “Neto” Guajardo made motion to approve and was seconded by Mayor Pro Tem Marco “Markie” Villegas. (5-0).

VII. RESOLUTIONS

- A. Consideration and Action to Adopt a Resolution to Approve the Final Workplan and Budget for Fiscal Year 37 (2024) for the Hidalgo County Urban County Program.**

DISCUSSION: Daniel Tijerina, Director of Planning, noted that this is for next year's Urban County Program, which needs the approval of a resolution. Mr. Tijerina informed the commission that \$3,000.00 of General Administration monies will be utilized for CDBG expenditures, such as marketing, postings, and project coordination. Street Improvements includes \$284,597.00 in materials and engineering/geotechnical costs for repaving and curb and gutter on Coconut Palm Avenue and Washington Palm Avenue in Tierra de Palmas Subdivision. Furthermore, Nuestra Clinica del Valle, which provides comprehensive medical, dental, and support services, as well as pharmacy, radiography, and a laboratory to low-income and uninsured San Juan residents, will receive \$7,000. The staff proposes that this work plan be approved for next year, 2024. Benjamin Arjona, City Manager, indicated that the highlighted streets will be covered by the Urban County Program, but that he will return to the commission to add the remaining streets for restoration with city funds.

Commissioner Adina “Diana” Santillan made motion to approve and was seconded by Mayor Pro Tem Marco “Markie” Villegas. Motion passed (5-0).

- B. Consideration and Action on a Resolution to Approve the Waterline Access Agreement between the North Alamo Water Supply Corporation, the City of San Juan and Lubin Properties, LLC.**

DISCUSSION: Daniel Tijerina, Director of Planning, stated this is a standard resolution with the North Alamo Water Supply Corporation for the huge plan for Delias Tamales on Owassa Road.

Commissioner Ernesto “Neto” Guajardo made motion to approve and was seconded by Mayor Pro Tem Marco “Markie” Villegas. Motion Passed (5-0).

- C. Consideration and Action on a Resolution Authorizing the City of San Juan to Submit and Accept an Award from the US Department of Justice COPS Grant.**

DISCUSSION: Leandro Sifuentes, Chief of Police, noted that this resolution accepts the \$342,062 funding obtained from the US Department of Justice COPS to hire two full-time peace officers for the next three years.

Commissioner Leonardo “Lenny” Sanchez made motion to approve and was seconded Mayor Pro Tem Marco “Markie” Villegas. Motion Passed (5-0).

- D. Consideration and Action on a Resolution Authorizing the City of San Juan to Submit and Accept a Body Worn Camera Grant Award from the (OOG) Office of the Governor.**

DISCUSSION: Leandro Sifuentes, Chief of Police, indicated that this resolution accepts the Body Worn Camera Grant Award from the Governor's Office (OOG) for \$10,095 for the purchase of 16 body cameras.

Commissioner Leonardo “Lenny” Sanchez made motion to approve and was seconded Mayor Pro Tem Marco “Markie” Villegas. Motion Passed (5-0).

VIII. DISCUSSION AND POSSIBLE ACTION ON ALL THE FOLLOWING MATTERS:

- A. Preliminary and Final Plat Approval of The Heights at Raul Longoria Being a 9.61-Acre Tract of Land out of Lots 1, 2 and 3, Los Acres Subdivision, Located Approximately a Quarter of a Mile North of Nolana Avenue, Along the East Side of Raul Longoria Road, as Requested by Pablo Soto, Jr.**

DISCUSSION: Daniel Tijerina, Director of Planning, claimed that the developer intends to build a private subdivision with 43 residential lots and two commercial lots facing Raul Longoria. The subdivision will have an entry and exit along Raul Longoria Road, and it is currently located in a flood zone AH, requiring a map revision letter from the project engineer. Furthermore, the North Alamo Water Supply will supply water services, while the City of San Juan will provide sewer services. Waterlines should be looped to an 8-inch waterline, as required by the San Juan Fire Department, and additional hydrants should be placed every 500 feet for the residential area, with all entrances and exits measuring 26 feet wide. Mr. Tijerina stated that the Planning and Zoning Commission and staff have recommended approval. Mayor Mario Garza inquired about the developer's notification of the project engineer and any adjustments. Mr. Tijerina said that they normally communicate with them by email because the developer employs the engineer, and that they utilize a spreadsheet with the names of the subdivision, developer, and project engineer. If anything changes, they must submit a completely new set of blueprints and repeat the entire procedure.

Commissioner Adina “Dina” Santillan made motion to approve and was seconded by Commissioner Leonardo “Lenny” Sanchez. Motion Passed (5-0).

- B. Preliminary and Final Plat Approval of the Monaco Estates Subdivision Being a 6.368-Acre Tract of Land out of Lot 11, Block 6, John Closner Subdivision, Located Approximately a Half a Mile West of Raul Longoria Road, along the North Side of FM 495, as Requested by Garza-Garza Consulting Engineers.**

DISCUSSION: this is another development coming to the City of San Juan. It consists of 14 lots with access and exit along FM 495 and 13 multi-family lots on the North Side. A common place for detention is also suggested between the multi-family and commercial sections. Furthermore, the subdivision is located in Flood Zone B. The North Alamo Water Supply will also offer water and sewer services, as will the City of San Juan. Waterlines should be looped to an 8-inch waterline, as required by the San Juan Fire Department, and additional hydrants should be placed every 500 feet for the residential area, with all entrances and exits measuring 26 feet wide. Mr. Tijerina stated the Planning and Zoning Commission and staff is recommended approval.

Mayor pro Tem Marco “Markie” Villegas made motion to approve and was seconded by Commissioner Adina “Dina” Santillan. Motion Passed (5-0).

- C. Discussion and Possible Action on the San Juan Municipal Court Amnesty Program Beginning February 5, 2024.**

DISCUSSION: Mary Enriquez, Court Administrator stated this is for the approval of the Amnesty Program to collect payments on any delinquent warrants. Ms. Enriquez informed the commission that Perdue will also have the Surrender Program from March 2nd through March 31st which they will mail our post cards to the residents to come in and pay their fines. She further informed about the payment options that are available in person, over the phone and online. Commissioner Leonardo “Lenny” Sanchez asked for a dollar amount of delinquent warrants pending, Ms. Enriquez stated she didn’t have in hand but she would get it for them.

Mayor Pro Tem Marco “Markie” Villegas made motion to approve and was seconded by Commissioner Leonardo “Lenny” Sanchez. Motion Passed (5-0).

- D. Consider Approval of a Budget Amendment in the Amount of \$145,386.96 to Increase the Line Items for Revenue (Other Financing Sources) and Expenditures (Building-Repair & Maintenance) for General Fund, Sanitation Fund and Utility Fund Payment Received From TML Risk Pool (Insurance).**

DISCUSSION: Leroy Gonzales, Finance Director stated this is a budget amendment to recognize the revenue of the check that we received from TML Risk Pool for the storm damages back in April of 2023. After consulting with our auditor, they advise us to recognize it as revenue and expenditure.

Commissioner Leonardo “Lenny” Sanchez made motion to approve and was seconded by Mayor Pro Tem Marco “Markie” Villegas. Motion Passed (5-0).

- E. Consider Authorizing the City Manager to Declare Vehicles as Salvage and Surplus Property.**

DISCUSSION: Benjamin Arjona, City Manager stated the Parks and Recreation Department currently has about four vehicles that need to be declared as salvage and surplus.

Commissioner Leonardo “Lenny” Sanchez made motion to approve and was seconded by Commissioner Ernesto “Neto” Guajardo. Motion Passed (5-0).

- F. Discussion and Possible Action to Accept a Proposal for the Preliminary Design of the San Juan Police Department Building Expansion in the Amount of \$25,000.**

DISCUSSION: Benjamin Arjona, City Manager, stated we built the actual City Police Department; the Public Safety Building was supposed to be a substation, but it became the actual Public Safety Building, and it has outgrown both locations, the North Side and the South Side, with the intention of building the second half of the Public Safety Building alongside the Municipal Court. Mr. Arjona proceeded on to say that he believes it is time to begin work on the second phase of the Public Safety Building and asked that Mr. Brian Godinez's proposal be approved. Mr. Brian Godinez indicated that they are interested in constructing a Municipal Court with a front lobby and space in between linked to the Police Department building. Furthermore, to include a sally port at the back, as well as two more detention rooms for juvenile, both male and female, and more secure parking. After evaluating the footprint, we can perform all of this, and the project will follow the same method as City Hall, Parks & Recreation, and the Fire Station, which includes a preliminary design. Mayor Mario Garza asked if Chief Leandro Sifuentes has been included in the meetings regarding this project, to which Mr. Godinez responded not at the moment but that once they start the programming side, they will meet with him to accommodate his recommendations made by Chief Sifuentes and his staff. Mr. Arjona stated he already spoke to Chief Sifuentes and did some brainstorming as to what the needs are for the department. Chief will meet with his staff members and discuss what they would like to see in the new Public Safety Building. Mayor Garza asked Mr. Godinez to keep the City Commission informed on the schematics, to which Mr. Godinez agreed and stated that they will come back before anything is finalized so that they can provide their input.

Mayor Pro Tem Marco "Markie" Villegas made motion to approve and was seconded by Commissioner Ernesto "Neto" Guajardo. Motion Passed (5-0).

G. Discussion and Possible Action to Accept a Proposal for the Preliminary Design of the New Downtown Conference Center in the Amount of \$40,000.

DISCUSSION: Benjamin Arjona, City Manager, indicated that this item was related to the downtown revitalization project. Mr. Arjona stated that the San Juan Hotel is a landmark property according to the state, making it extremely simple to execute what is necessary. Mr. Arjona informed Mr. Godinez that the city needs a multipurpose meeting, conference, or event center, and we are bringing it before the commission because Mr. Arjona was instructed by Hollis Rutledge, Grant Writer, that this will assist us move forward with a prospective grant when it becomes available. Mr. Godinez stated that they have been working on downtown regeneration for several years, demonstrating that it can be a catalyst for the city's downtown growth and the addition of a downtown convention center. Mayor Mario Garza inquired as to whether the plan was to demolish the San Juan Hotel, to which Mr. Godinez said that it was. Mayor Garza asked about the asbestos cost, and Mr. Arjona responded that they would prefer to approve the plan first before moving further.

Commissioner Leonardo "Lenny" Sanchez made motion to approve and was seconded by Commissioner Adina "Dina" Santillan. Motion Passed (5-0).

IX. CONSENT AGENDA

- A. Consider Approval of the Tax Collection Report for the Month of October 2023.**
- B. Consider Approval of the Tax Collection Report for the Month of November 2023.**
- C. Consider Approval of City Commission Meeting Minutes:**
 - August 8, 2023**
 - August 22, 2023**
 - January 9, 2024**

Mayor Pro Tem Marco "Markie" Villegas made motion to approve and was seconded by Mayor Mario Garza. Motion Passed (5-0).

**CITY OF SAN JUAN
CITY COMMISSION MEETING
TUESDAY, JANUARY 23, 2024**

X. EXECUTIVE SESSION

- A. The San Juan City Commission will Convene in Executive Session, in Accordance with the Texas Open Meetings Act, Vernon's Texas Statutes and Codes Annotated, Government Code Chapter §551.071**
- 1. Pursuant to Section §551.071, CONSULTATION WITH ATTORNEY; Discussion and Possible Action on Legal Issues Relating to Administrative Policies and/or Procedures for Department of Sanitation Accounts and Department of Utilities Accounts.**

Commissioner Leonardo “Lenny” Sanchez made motion to enter into executive session at 7:23 p.m. and was seconded by Commissioner Ernesto “Neto” Guajardo. Motion Passed (5-0).

XI. RECONVENE

The City Commission reconvene at 7:52 p.m.

- A. The City Commission will Reconvene in Open Session to Take Necessary Action, if any, in Accordance with Chapter 551, Open Meeting, Subchapter E, Procedures Relating to Closed Meeting 551, Requirements to Vote or Take Final Action in Open Meeting.**
- 1. Pursuant to Section §551.071, CONSULTATION WITH ATTORNEY; Discussion and Possible Action on Legal Issues Relating to Administrative Policies and/or Procedures for Department of Sanitation Accounts and Department of Utilities Accounts.**

No action

XII. ADJOURNMENT

Commissioner Ernesto “Neto” Guajardo made motion to adjourn at 7:52 p.m. and was seconded by Commissioner Leonardo “Lenny” Sanchez. Motion Passed (5-0).

CITY OF SAN JUAN, TEXAS

Mario Garza, Mayor

ATTEST:

Brenda Escalante, City Secretary