

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.

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 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).

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

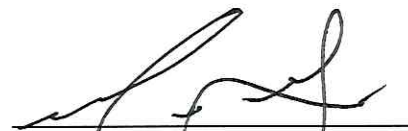
Commissioner Ernesto “Neto” Guajardo made motion to adjourn at 7:52 p.m. and was seconded by Commissioner Leonardo “Lenny” Sanchez. Motion Passed (5-0).



ATTEST:


Brenda Escalante, City Secretary

CITY OF SAN JUAN, TEXAS


Mario Garza, Mayor