

MINUTES OF A REGULAR MEETING OF THE CITY OF SAN JUAN COMMISSION

DATE:

Tuesday, February 28, 2017

TIME:

6:00 p.m.

PLACE:

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

MEMBERS PRESENT:

San Juanita Sanchez, Mayor
Mario Garza, Mayor Pro-Tempore
Pete Garcia, Commissioner
Raudel Maldonado, Commissioner
Javier Villalobos, City Attorney

MEMBERS ABSENT:

Jesus Ramirez, Commissioner

STAFF PRESENT:

Benjamin Arjona, City Manager
Palmira Cepeda, Interim City Secretary
Juan Gonzalez, Chief of Police
Oscar Cuellar, San Juan EDC Director
Pablo Garza, Finance Director
Adelaida Cordero, Director of Human Resources
Armandina Sesin, Library Director
Patrick Willingham, Director of Parks and Recreation
Xavier Cervantes, Director of Planning
Carmen Gonzalez, Director of Sanitation
David Salinas, Director of Utilities
Rene Jaime, Purchasing/Risk Management
Mary Enriquez, Court Administrator
Hussein Bakka, Director of Information Technology

GUEST:

ORDER OF BUSINESS

I. CALL MEETING TO ORDER

Mayor San Juanita Sanchez called meeting to order at 6:00 p.m.

II. INVOCATION

Benjamin Arjona, City Manager led the Invocation.

III. PLEDGE OF ALLEGIANCE

Mayor San Juanita Sanchez led the Pledge of Allegiance.

IV. PUBLIC COMMENTS

V. PRESENTATIONS

- a. Presentation on Departmental Reports: Municipal Court, Police Department, Utility Department, Fire Department, Department of Finance and City Manager. (Benjamin Arjona, City Manager)

DISCUSSION: Mayor San Juanita Sanchez presented the item and asked Mary Enriquez, Court Administrator how much of the amount listed was collected by the warrant officer and the scofflaw. Ms. Enriquez replied that she was not sure but that she could have the information at the following meeting. Mayor Sanchez requested for Ms. Enriquez to start including on the reports how the money was being collected. Mario Garza, Mayor Pro-Tempore asked if the Warrant Officer kept a log of the daily visits he made and Ms. Enriquez responded that they kept a log and she would provide a copy at the following meeting. Commissioner Raudel Maldonado also asked what type of payments they took and Ms. Enriquez responded that they took money orders and payments online.

Mayor Sanchez asked Juan Gonzalez, Chief of Police if he or any of his officers had been asked to engage in any immigration law. Chief Gonzalez replied that local law enforcement had not been asked to enforce immigration laws but if Border Patrol called for assistance, they would assist.. Mayor Sanchez went on to

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say that the City of San Juan was not enforcing any immigration laws and San Juan residents should not be afraid to contact law enforcement should they need assistance.

Mayor Sanchez asked David Salinas, Director of Utilities in reference to his report if he knew where the water losses were from. Mr. Salinas replied it was from flushing fire hydrants and since the City does not get revenue from that, it gets reported as water loss.

Mayor Sanchez then asked Tirso Garza, Chief of Fire if could further explain his report. Chief Garza stated that in reference to the ambulance response time, it could have been delayed due to the fact that the Fire Department got to the scene of the accident first. When this happens, the person inside the vehicle refuses to get treated, but eventually asks for the ambulance later.

Mayor Sanchez asked Pablo Garza, Director of Finance on how the new software updates was going and when would it be on the City website. Mr. Garza responded that he was still working on the information and he had submitted a report to the company. He also stated that the information would reflect the past three years of finances including Budgets and Audits.

Benjamin Arjona, City Manager gave a report on different projects that were going on. He stated that the City had already fulfilled the time they were given on the brush drop off site which was 30 days and it was completed six months ago. He also mentioned that the City was given 45 days to submit receipts and documentation, two weeks before the due date.

- b. Status Update on Streets Project Phase I. (Xavier Cervantes, Director of Planning)

DISCUSSION: Mayor San Juanita Sanchez presented the item and Xavier Cervantes, Director of Planning stated that the project was on schedule and presented a few pictures to show the progress. He stated that the Project was 98% complete. Mayor San Juanita Sanchez inquired on who would be doing the final inspections and Mr. Cervantes replied that it would be the County, the Engineers and himself. He also mentioned that the Project on 18th street would be completed within a week.

- c. Status Update on Water Plant #2 Expansion and Rehabilitation Project. (David Salinas, Director of Utilities)

DISCUSSION: Mayor San Juanita Sanchez presented the item and David Salinas, Director of Utilities gave presentation.

Mr. Salinas stated that the transfer station was being worked on and that the contractor had hired a subcontractor so that the Project could be completed faster. He also mentioned that the transfer station would be pumping water to Plant #1. He also added that the Rehabilitation Project would be completed by mid-November.

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

- a. Consider Authorizing the purchase of a 4X4 Backhoe from Nueces Power Equipment, from San Benito, Texas, a Buy Board Vendor in the Amount of \$72,146.73. (David Salinas, Director of Utilities)

DISCUSSION: Mayor San Juanita Sanchez presented the item and David Salinas, Director of Utilities stated that the backhoe was needed for the Water Treatment Plant and that the purchase was budgeted. Mayor Sanchez then asked if there were any questions and asked for a Motion.

Motion was made by Commissioner Pete Garcia to approve and seconded by Commissioner Raudel Maldonado. Motion passed. (4-0)

- b. Consider Approval of a Budget Amendment to the General Fund Budget for projects. (Pablo A. Garza, Director of Finance)

DISCUSSION: Mayor San Juanita Sanchez presented the item and Pablo Garza, Director of Finance stated that he was requesting a budget amendment to cover expenses for the new public safety building in the amount of \$700,000. He also mentioned that the funds would also be used to cover Phase One of the street projects in the amount \$1.9 million, noting that the budget amendment would not affect the fund balance.

Motion was made by Commissioner Pete Garcia to approve and seconded by Commissioner Raudel Maldonado. Motion passed. (4-0)

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VII. CONTRACTUAL/RESOLUTION

- a. Consider Authorizing the City Manager to Declare Seized vehicles as Salvage Property and Authorize the Auction of Seized Vehicles. (Rene J. Jaime, Purchasing/Risk Manager)

DISCUSSION: Mayor San Juanita Sanchez presented the item and Rene Jaime, Purchasing/Risk Manager stated that the Police Department had 17 seized vehicles. He stated that the Police Department would like for Mr. Benjamin Arjona, City Manager to be authorized to put the vehicles up for auction. Mayor Sanchez asked if any of the vehicles could be used by the City and Juan Gonzalez, Police Chief replied unfortunately no.

Motion was made by Commissioner Pete Garcia to approve and seconded by Commissioner Raudel Maldonado. Motion passed. (4-0)

VIII. CONSENT AGENDA

- a. Consider an Ordinance in Second Reading for the Conditional Use Permit for the Sale of Alcoholic Beverages of On-Premise Consumption at the Proposed "The Voodoo Lounge" located at 1618 N. Veteran's Boulevard, Suite M, Legally described as the West 335 feet, of the North 440 feet of Lot 12, Block 5, John Closner Subdivision, as Requested by Adan Palacios. (Xavier Cervantes, Director of Planning)
- b. Consider an Ordinance in Second Reading for the Conditional Use Permit to operate a portable food concession stand (roasted corn) at 201 S. Nebraska Avenue, legally described as Lot 1, Block 10, San Juan Original Townsite Subdivision, as Requested by Norma Sanchez. (Xavier Cervantes, Director of Planning)

DISCUSSION: Mayor San Juanita Sanchez presented the items and asked if there was approval for the Consent agendas.

Motion was made by Commissioner Pete Garcia to approve and seconded by Commissioner Raudel Maldonado. Motion passed. (4-0)

IX. ADJOURNMENT 6:55 P.M.

Commissioner Pete Garcia motioned to adjourn meeting and seconded by Commissioner Raudel Maldonado. Motion passed. (4-0)

CITY OF SAN JUAN, TEXAS

Mario Garza, Mayor

ATTEST:



Diana H. Cavazos, City Secretary