

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

DATE: Tuesday, July 25, 2017

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
Jesus “Jesse” Ramirez, Mayor Pro Tempore
Raudel “Raudy” Maldonado, Commissioner
Ernesto “Neto” Guajardo, Commissioner

MEMBERS ABSENT: Pete Garcia, Commissioner

STAFF PRESENT: Benjamin Arjona, City Manager
Rick Palacios, City Attorney
Diana Cavazos, City Secretary
Tirso Garza, Chief of Fire
Juan Gonzalez, Chief of Police
Leroy Gonzalez, Interim- Director of Finance
Adelaida Cordero, Director of Human Resources
Patrick Willingham, Director of Parks and Recreation
Xavier Cervantes, Director of Planning
Carmen Gonzalez, Director of Sanitation
Rene Jaime, Purchasing/Risk Manager
Ramiro Ramirez, Utilities
Mary Enriquez, Court Administrator

GUEST:

ORDER OF BUSINESS:

- I. CALL MEETING TO ORDER
Mayor Mario Garza called meeting to order at 6:00 p.m.
- II. INVOCATION
Commissioner Jesus “Jesse” Ramirez led the invocation.
- III. PLEDGE OF ALLEGIANCE
Mayor Mario Garza led the Pledge of Allegiance.
- IV. PUBLIC COMMENTS
Citizen Yolanda Alvarado talked about commissioners that are threatening staff and ex-officials that are stating lies on social media. She is asking Mayor Garza to keep a close watch on these matters.
- V. PRESENTATIONS
A. Commissioner Jesus “Jesse” Ramirez recognized the Sanitation Department, Planning Department and Chief Gonzales for Operation Crackdown.

DISCUSSION: Commissioner Ramirez recognized and congratulated all departments that made Operation Crackdown possible. He also thanked Chief Gonzalez for getting the word out when interviewed by the local news station.

- B. Update on Water Plant Liquidation Damages

DISCUSSION: Mayor Garza asked if the liquidation damages had been discussed with City Attorney Rick Palacios.

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Mr. Ben Arjona said there was a letter received from the engineering firm. He will review the original contract and the surety bond with Mr. Rick Palacios tomorrow.

C. Project Updates

DISCUSSION: City Manager Ben Arjona stated that Urban Street Projects had started with Paseo de las Flores, which is 98% complete. Repaving of Phase I has commence and will be completed within two weeks. The substation is 80% completed has a substantial completion date of August 24th.

D. Guillermo Ordorica with the Mexican Consulate will be presenting Escuadron 201.

DISCUSSION: City Manager Ben Arjona presented a flyer for the Inauguration and conference of Escuadron 201. It will take place on August 16, 2017 at the San Juan Memorial Library at 6:00 p.m. commemorating the collaboration between Mexico and the United States during World War II. Event is open to all public.

E. Recognize ABC Force Academy, USSSA Champions in Gulf Shores, AL.

DISCUSSION: Mr. Willingham, Parks and Recreation Director introduced the baseball players for ABC Force Academy who won the USSSA Championship on June 25, 2017 at Gulf Shores, Alabama.

Coach Ayala and the majority of the players started off in the City of San Juan with the All Stars.

City Mayor Mario Garza congratulated Coach Ayala and the players for their outstanding performance.

VI. PUBLIC HEARINGS/ORDINANCES

- A. Conduct a Public Hearing and Consider an ordinance in First Reading for a Rezoning Request from a Single-Family Residence District (R-S) to Multi-Family Residence District (R-MF) for a Property Legally describes as 10.00-acre Tract of Land out of Lot 3, Block 39, Alamo Land and Sugar Company's Subdivision, Located Approximately a Quarter of a Mile West from Cesar Chavez Road along the South side of Sioux Road, as requested by Omar Rios. [Xavier Cervantes, Director of Planning]

DISCUSSION: Mr. Cervantes commented that the property owner will be required to properly subdivide the property in order to undertake any implements of the site. The surrounding zoning consists of single-family residential districts except for the North side which is outside city limits. Staff mailed notices to 19 property owners and received no comments in favor/against such request. One property owner did express concerns about the quality of the development that will take place.

Mayor Garza opened the public hearing at 6:13 p.m.

Mayor Garza closed the public hearing at 6:14 p.m.

Commissioner Jesus “Jesse” Ramirez made a motion to approve and Ernesto “Neto” Guajardo seconded. Motion passed. (4-0)

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

- A. Consider the Approval of a Budget Amendment in the amount of \$20,000 from account 10-520.1030 Salaries of Employees to Account 10-5007957 Capital Outlay for the purchase of Commercial Riding Mowers for the Parks Division. [Patrick Willingham, Director of Parks and Recreation]

DISCUSSION: There was money identified as a surplus for positions that weren't filled. The city keeps up with the cleaning and maintenance of over 100 acres. The most recent equipment was purchased 7 years ago.

Mayor Garza asked what the value of a riding mower is; Mr. Willingham proceeded to respond that he was quoting a Kubota model that has a cost of \$7,000.00 which includes warranty. Commissioner Maldonado asked Mr. Willingham if he had any equipment recommendations from other cities. Mr. Willingham summarized that he's familiar with the equipment used in the parks and recreation department with his 15 years of experience. He is also getting recommendations from neighboring cities.

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Commissioner Jesus “Jesse” Ramirez made a motion to approve and Ernesto “Neto” Guajardo seconded. Motion passed. (4-0)

- B. Consider the Approval of a Budget Amendment in the Amount of \$10,000 from Account 10-520.1030 Salaries of Employees to Account 10-5007957 Capital Outlay for the Purchase of a Golf Cart and Gator for the Parks and Recreation Department. [Patrick Willingham, Director of Parks and Recreation]

DISCUSSION: Mr. Willingham said that it was hard to get from one place to the other at the park. He went on to say that the majority of the time there was golf carts rented for 3 All Star events last year. They can also be used at the Wetlands to get water/ice to the crew.

Commissioner Guajardo asked if the money was available to which City Manager, Ben Arjona responded that it was. Commissioner Maldonado asked for the cost of the golf cart and gator, Mr. Willingham responded that the value of the golf cart was \$2,000 to \$3,000 and the gator \$5000 to \$6000. Commissioner Ramirez asked for the cost of a full size truck and if that would be better. Rene Jaime responded that a truck would cost \$18,000 and an S10/Ranger \$15,000-\$20,000. Mr. Willingham mentioned that trucks would tear down the vegetation.

Commissioner Raudel “Raudy” Maldonado made a motion to approve and Ernesto “Neto” Guajardo seconded. Motion passed. (4-0)

- C. Consider Authorizing the City Manager to Enter into an Interlocal Agreement between the City of San Juan, Texas and Lower Rio Grande Valley Development Council Regarding for Provision of 911 Services for FY 2018-2019. [Juan Gonzalez, Chief of Police]

DISCUSSION: Interlocal agreement is a standard agreement that is renewed every two years to maintain the communication system.

Commissioner Jesus “Jesse” Ramirez made a motion to approve and Raudel “Raudy” Maldonado seconded. Motion passed. (4-0)

VIII. CONTRACTUALS/RESOLUTION

- A. Consider the Selection of a Project for Hidalgo County, Urban County Program FY 31 (2018) Funds. [Xavier Cervantes, Director of Planning]

DISCUSSION: Project selection based on areas of eligibility and street conditions. Staff recommends repaving Sunset drive and Monica Street from Raul Longoria to street end. Sunset Drive does not have curb and gutter.

Commissioner Ramirez asked if some of the funding can be used for Boys and Girls Club on the north side. To which Mr. Arjona responded that it would have to be checked with Urban County if it is allowable.

Commissioner Jesus “Jesse” Ramirez made a motion to approve and Ernesto “Neto” Guajardo seconded. Motion passed. (4-0)

- B. Consider Adopting a Resolution Granting Authority to Officers, Including but not Limited to Signing, Inquiring, Giving Written or Oral Instructions to Plains CapitalBank, with Respect to Any Transactions with PlainsCapital Bank. [Leroy Gonzalez, Interim-Director of Finance]

DISCUSSION: Resolution is for the removal of Mr. Pablo Garza as the finance director and adding Mr. Leroy Gonzalez as the Interim Finance Director.

Commissioner Jesus “Jesse” Ramirez made a motion to approve and Ernesto “Neto” Guajardo seconded. Motion passed. (4-0)

- C. Consider Authorizing the City Manager to Enter into a Contract Agreement for Engineering Services with One or More Engineers. [Rene Jaime, Purchasing/Risk Manager]

DISCUSSION: During a regular scheduled City Commission Meeting on June 6th the City Commission authorized the City Manager to request qualifications from engineering firms. RFQ17530705 for engineering services was advertised on the Advance news on June 21st and on the McAllen Monitor on

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June 25th. A total of 11 firms submitted their response they were reviewed and evaluated. The top 5 firms were invited to make a short 5 minute presentation.

- 1) R. Gutierrez Engineering Corporation has been in business since 1998. They have three professional registered engineers and one of them is an in-house land surveyor. Current City Engineer for the city of Pharr. They did the overpass for U.S. 281/Military Highway, water treatment plant for the City of Edinburg, I Rd/Veterans North San Juan lateral and the Minnesota drainage to name a few. Their last project for the City of San Juan was the water line for Oblate Street 3-4 years ago. They currently have 11 staff members in their office. The point of contact will be Mr. Ramiro Gutierrez.
- 2) Halff Associates has been in business for 60 years. The valley office was initiated in 1993 because of Sharyland Plantation, which is a 6,000 acre development. Halff offers the local McAllen office which consists of 40 staff members with big firm resources. It is a multi-disciplined firm that has experience in roadway design, drainage design, water and waste water design, structural design, master comprehensive planning, landscape design, architecture design, park design, mechanical design, plumbing and electrical design among many others. They offer services from South Padre Island to Rio Grande City and up to Kingsville/Corpus Christi area. They have extensive experience with private, state and federal projects. The last project for the City of San Juan was about 2 years ago the Sioux Road canal crossing; it was on schedule, on budget and had no issues.
- 3) Perez Consulting Engineers has been in business for 26 years. The firm has three registered engineers and is currently in the process of acquiring an additional engineer. They have qualifications in paving, drainage, alternative transportation, irrigation and pumping systems, water design, waste water design and land development design among many others. They also work with a grant writing firm out of Austin that can assist with funding sources and low interest loans. Recently they did the major roadway sanitary sewer design (40 feet deep) in the City of Edinburg. The point of contact will be David Perez. As far as working on rotation it was hard to be a consultant and waiting your turn, but it can be done. They would hold bi-weekly construction meetings at the City Hall for faster response times. The firm assisted the City of San Juan with creating design standard with staff free of charge. They did the Urban County paving project on 3rd Street, Iowa and 4th Street which was a success. Currently they are working on Phase I paving improvements.

- 4) Cruz-Hogan Consultants is a firm with 30 years' experience. They have 4 professional registered engineers. They have three offices: Weslaco, Harlingen and McAllen (main branch). They have extensive experience in water, waste water, distribution, collection, drainage and roadway design. They specialize in public works and do not practice private development. They work with over 19 cities which include: McAllen, San Juan, Alamo, Pharr, Harlingen, Laguna Vista, Lyford, Donna, San Benito, Alton, Falfurrias, South Padre Island and Port Isabel to name a few. They have served as City Engineers for over 10 cities. Their most current project with the City of San Juan was the water treatment plant. They have participated in rotation in bigger cities where numerous large projects are going on, but they feel there's no need for a city this size.

- 5) Javier Hinojosa Engineering Firm has been in business for 21 years. They specialize in infrastructure improvement: street, water line, sanitary, sewer and storm drainage. They've had projects with City of Pharr, Mission, McAllen, Edinburg, San Juan, Palmhurst, Peñitas, Sullivan City, Progreso, Hidalgo and various school districts. The firm has projects with Hidalgo Precinct 2, Hidalgo County Precinct 3, Mercedes, Jaguar, Audi, Acura, Lexus and Porsche dealerships. They have worked on street improvements with the City of San Juan in 2001, 2003, 2005 and in 2016 they worked on the Urban County project improving Salazar, Coconut Palm and Hooper Streets. Mr. Hinojosa has worked with the City of San Juan extensively and has a good relationship with staff. He has a process for undertaking projects which consists of: a project orientation meeting, setting objectives and goals, setting requirements wanted by staff, surveying, preliminary design, implementation of changes, setting a budget, preparing specifications for the jobs, prepare bidding and bidding packets. If selected Mr. Hinojosa will be the point of contact and has no problem with rotation basis. Currently he has 10 people on staff.

Mr. Cervantes explained that rotation in the past had worked well. They used rotation for capital improvement projects and subdivision review. He has a database system that is fair to the participants of the rotation. He mentioned that the firms didn't reject any projects in the past the only issue was

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with one firm that had their fees extremely high therefore they would go to the next firm in the rotation. City Attorney Rick Palacios stated that City Manager could negotiate the percentages with the engineering firms on the projects and take back to the commission for final decision. Raudel Maldonado stated he didn't think 3 firms were needed for a small city he further discussed he agreed to two firms. Mr. Cervantes suggested having a set standard percentage to make the system fair to all firms and to set a standard. There is a general contract for the firms to sign and there is a project based contract for each project which goes back to the board for approval. Attorney Rick Palacios will review and make any changes needed to the general contract that is being used for the past engineering firms.

The selection was general rotation with two firms: Perez Consulting Engineers and Cruz-Hogan Consultants

Commissioner Jesus "Jesse" Ramirez made a motion to approve and Ernesto "Neto" Guajardo seconded. Motion passed. (4-0)

- D. Consider Authorizing the City Manager to Enter into a Contract Agreement for Consulting Services for a Comprehensive Study with Lynn, Ross & Gannaway, LLP. [Adelaida Cordero, Director of Human Resources]

DISCUSSION: Adeleida Cordero and Mr. Arjona have met with the firm Lynn, Ross and Gannaway LLP to get a quote for a comprehensive study. The consultant studies will review job descriptions, classifications, personnel policies and compensation plans. There is a breakdown of estimated number of hours. Travel expenses were not included since most training will be through skype. The travel to meet with staff, management and commission is not included but we are expecting approximately 4 visits. There is funding available through the Department of Utilities, Sanitation and Certificate of Obligation Series 2017.

Commissioner Ernesto "Neto" Guajardo made a motion to approve and Jesus "Jesse" Ramirez seconded. Motion passed. (4-0)

IX. CONSENT AGENDAS

- A. Property Tax Collection Report- June 30, 2017 [Leroy Gonzalez, Interim Director of Finance]

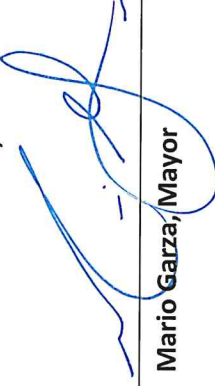
DISCUSSION: There was an amendment on the consent.

Commissioner Jesus "Jesse" Ramirez made a motion to approve and Raudel "Raudy" Maldonado seconded. Motion passed. (5-0)

X. ADJOURNMENT

Commissioner Ernesto "Neto" Guajardo made a motion to adjourn and seconded by Raudel "Raudy" Maldonado. Motion Passed. (5-0)

CITY OF SAN JUAN, TEXAS



Mario Garza, Mayor

ATTEST:



Diana H. Cavazos, City Secretary