

MINUTES OF REGULAR MEETING OF THE CITY OF SAN JUAN COMMISSION

DATE: Tuesday, January 9, 2018

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 Ramirez, Mayor Pro-Tempore
Ernesto Guajardo, Commissioner
Pete Garcia, Commissioner
Raudel Maldonado, Commissioner

MEMBERS ABSENT:

STAFF PRESENT: Benjamin Arjona, City Manager
Diana Cavazos, City Secretary
Juan Gonzalez, Chief of Police
Tirso Garza, Chief of Fire
Leroy Gonzales, 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
Rene Jaime, Purchasing/Risk Management
David Salinas, Director of Utilities
Mary Enriquez, Court Administrator
Robert Rangel, Director of Information Technology

GUEST: Alfonso Gonzalez with Perez Consulting Engineers

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

V. PRESENTATIONS

- a. Presentation on Departmental Reports: Department of Sanitation, Library Department, Department of Planning and Zoning, Department of Parks and Recreation.

DISCUSSION: Benjamin Arjona, City Manager presented the item and stated directors were available for any questions.

Commissioner Pete Garcia asked for an update on the street project across the fire station. Xavier Cervantes, Director of Planning stated that the project had been placed on hold due to bad weather but presently it was back on track and they were preparing the street for the asphalt. The project is expected to be completed by the end of the week.

Mayor Pro-Tempore Jesus Ramirez asked Carmen Gonzalez, Director of Sanitation on the crew scheduling for weed eating and mowing. Ms. Gonzalez responded that she only had one crew working on the south side and that the north belonged to TxDot but out of courtesy they also did the Police Department. Mayor Pro-Tempore Ramirez stated that he was inquiring because there had been complaints

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regarding Raul Longoria. Ms. Gonzalez stated that in the past she has had to call TxDot and her department has also helped them as well.

Commissioner Pete Garcia asked Ms. Gonzalez if they can still use the mix to fix potholes on Oblate Drive. Ms. Gonzalez replied that Oblate Drive is on the list to be repaired and the mix is being utilized on streets that need it. Mr. Arjona, City Manager added that Oblate Drive is the first street that will get repaired on the Phase 2 project.

Mayor Pro-Tempore Jesus Ramirez inquired on the brush pickup and Ms. Gonzalez stated that she would like to request the Commission to consider changing the pickup schedule because 15 days was not enough and the City was growing. The schedule had not changed in over 17 years and her suggestion was to do one month on the south side and one month on the north side. Commissioner Pete Garcia suggested Ms. Gonzalez look into purchasing another grapple truck to add a 4th crew for clean-up. Mayor Mario Garza also asked what the schedule was on the sweeper truck and Ms. Gonzalez replied that they were focusing on the new streets like Cancun and Puerto Vallarta Street. She stated they only had one driver with a CDL and that was the reason why she was only focusing on the new repaved streets.

Commissioner Ernesto Guajardo commented that he went to the Sanitation Department and noticed that the employees were under the shed working in 28 degree weather. He advised Ms. Gonzalez to look into getting a heater and covering one of the walls to keep the cold weather from going in.

Mayor Pro-Tempore Jesus Ramirez asked Patrick Willingham, Director of Parks and Recreation how his department was doing in regards to staff since the new safety building was opening. Mr. Willingham replied that they were able to catch up and that there was one more custodian position that was going to be filled in the coming days.

Commissioner Pete Garcia asked how the City was going to announce the results of the Elections and Diana Cavazos, City Secretary replied that it would be announced on the City's website.

- b. Presentation on Water and Energy Efficiency Grant from the US Bureau of Reclamation to Replace the Raw Water Line from the Sergeant Leonel Trevino Reservoir to Water Plant No. 1.

DISCUSSION: Benjamin Arjona, City Manager presented the item and David Salinas, Director of Utilities stated that Perez Consulting would be giving a presentation on the application for funding for the replacement of the raw water line.

Alfonso Gonzalez with Perez Consulting Engineers stated that the application was very thorough and consisted of 60 pages with two available options; one being for \$300,000 and the other one for \$1million and both applications required an official resolution by the Commission. Some of the eligibility requirements are that the project has to provide water and energy efficiencies and increase the use of renewable energy. Mr. Gonzalez added that the estimated project cost to replace the raw water line would be around \$950,000.00.

Commissioner Pete Garcia asked what application amount they were going to apply for and Mr. Salinas responded that he would like to apply for the water line project and for a smart meter grant as well. Mayor Mario Garza inquired as to when the City would be notified if the grant was awarded and Mr. Salinas stated that the City would find out soon after the application was submitted.

- c. Introduction of Keep San Juan Beautiful Board

DISCUSSION: Benjamin Arjona, City Manager presented the item and stated that the reason the item was on the agenda was because the Board had never been introduced. Carmen Gonzalez, Director of Sanitation asked if the item could be brought back the following meeting.

- d. Employee Christmas Party Budget Report

DISCUSSION: Benjamin Arjona, City Manager presented the item and Diana Cavazos, City Secretary stated that the party was held at the Regency Hall on December 16, 2017. She mentioned that the catering and decorations were included for 350 guests, HEB donated the cake and there were 37 awards presented to employees. Ms. Cavazos stated that all invoices were attached to the expenditure report. Mayor Pro-Tempore Ramirez asked for the number of employees that had attended and Ms. Cavazos responded that there were approximately 200 guests but did not have a number of employees that attended. Mayor Pro-Tempore Ramirez asked if the \$15,000 was budgeted for the party and what account it came out of. Ms. Cavazos stated that the budget was under the special events and legislative account. She also mentioned that the same account funds had been used for the Thanksgiving Luncheon, Christmas Breakfast and the

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Lighting of the Tree. Commissioner Pete Garcia commented that it was a good party and good gifts were given. Mayor Mario Garza asked how many gifts were given and Ms. Cavazos replied that there were about 93 gifts that were donated and given to employees.

VI. PUBLIC HEARING/ORDINANCES

- a. Conduct a Public Hearing and Consider an Ordinance in First Reading for a Conditional Use Permit to Allow a Parking Lot in Residential Are Legally Described as Lot 100, San Juan East Mobile Home Phase 2 Subdivision Located at 1213 Foster Street as Requested by Manuel Cortes.

DISCUSSION: Benjamin Arjona, City Manager presented the item and Xavier Cervantes, Director of Planning stated that Manuel Cortes was representing Iglesia de Abundancia de Cristo Inc. and they were requesting a conditional use permit. He mentioned that in 2011 Mr. Cortes applied for a conditional use permit to allow a church and parking lot to be built in a residential area and the permit was granted by the City. Mr. Cortez was proposing to construct a parking lot of 24 parking spaces and Mr. Cervantes stated that 43 letters were sent out to the surrounding property owners and only one called in opposition to the request. On December 21st the Planning and Zoning Commission approved the request unanimously.

Mayor Mario Garza opened public hearing at 6:45pm.

Manuel Cortes stated that he wanted to make the parking lot bigger because the one they currently had was too small.

Nora Molina Guajardo stated that it was very important for their congregation to continue growing and coming together to pray for the City of San Juan.

Jesus Ramirez stated that their church needed more parking to avoid accidents from happening.

Mayor Mario Garza closed public hearing at 6:49 pm.

Motion was made by Mayor Pro-Tempore Jesus Ramirez to approve and seconded Commissioner Pete Garcia. Motion passed. (5-0)

VII. APPOINTMENTS

- a. Consider Nomination for the City of San Juan to the 2018 Rio Grande Walk of Fame, as requested by the City of Hidalgo.

DISCUSSION: Benjamin Arjona, City Manager presented the item and stated that the City of San Juan had been participating since 2005. He also mentioned that Luis Ramos Jr. was the nominee for 2017.

Commissioner Pete Garcia nominated Ramiro Treviño to the Walk of Fame and stated that Mr. Treviño was an advocate for the City, County and School Board.

Motion was made by Commissioner Pete Garcia to approve and seconded Commissioner Ernesto Guajardo. Motion passed. (5-0)

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

- a. Discussion and Possible Action Authorizing Staff to Solicit Statements of Qualifications for a Cost of Service, Water and Sewer Rate and Debt Capacity Study.

DISCUSSION: Benjamin Arjona, City Manager presented the item and David Salinas, Director of Utilities stated that on September 2017 the City Commission approved the Budget for a water and sewer study. He was now requesting authorization to solicit for qualifications for a firm or an individual since there were a lot of needs and the City was growing.

Motion was made by Mayor Pro-tempore Jesus Ramirez to approve and seconded Commissioner Pete Garcia. Motion passed. (5-0)

- b. Consider Authorizing the City Manager to Declare Various Items as Salvage and Surplus Property. (Rene J. Jaime, Purchasing/ Risk Manager)

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DISCUSSION: Benjamin Arjona, City Manager presented the item and Rene Jaime, Purchasing/Risk Manager stated that as per the Texas Government Code 252 salvage property means personal property or other items routinely be discarded as waste. He went on to say that surplus property meant that property that is of no salvage property. Mr. Jaime stated that the list consisted of;

- 18 vehicles
- 3 brown wood file cabinets
- 3 flat screen televisions
- 1 standing file folder
- 5 four drawer file cabinets
- 2 two door file cabinets
- 1 standing metal cabinet
- 2 plastic folding tables
- 6 desk chairs
- 1 futon bed couch
- 1 plastic safe
- 1 glass wood cabinet
- 12 brown desks
- 1 light brown desk
- 7 dry eraser boards
- 1 white refrigerator
- 1 microwave
- 1 toaster oven
- 1 brown desk for 6 locked door lockers
- 6 powerage 1850 servers
- 3 dell laptops
- 1 acer laptop

Mr. Jaime added that the surplus consisted of;

- 12 bunker gear pants
- 14 bunker gear coats
- 10 pair of gloves
- 2 pairs of structural boots from the fire department

The surplus items would not be for sale due to liability reasons and donation of the item would be considered to other agencies in Mexico. Commissioner Raudel Maldonado asked how the items would be sold and Mr. Jaime responded that they would be sold through auction.

Motion was made by Mayor Pro-tempore Jesus Ramirez to approve and seconded Commissioner Pete Garcia. Motion passed. (5-0)

- c. Consider Approval of the Economic Development Corporation 2017-2018 Budget.

DISCUSSION: Benjamin Arjona, City Manager presented the item and stated that the budget was restructured in a way that it had been in the past. He mentioned that there was an EDC meeting the day before the City Commission meeting and there were a few changes made. Mr. Arjona asked for consideration and approval of the changes. Commissioner Pete Garcia asked how the EDC was still operating without the approved budget. Mr. Arjona replied that EDC was still allowed to operate to a certain extent. Rick Palacios, City Attorney stated that there was a budget that was presented but not to the forum that the Commission wanted at the time of the fiscal year approved budget. He went on to say that as long as they operated within the parameters, now the EDC was presenting a more detailed line item budget. Mr. Arjona added that the budget was previously approved by the EDC Board prior to October 1st.

Commissioner Pete Garcia inquired on the line item vehicle for \$20,000 and asked what the vehicle would be used for. Mr. Arjona stated that the EDC Board wanted the vehicle for the staff in case they needed to go to different places within the City. Commissioner Garcia commented that if the EDC was going to purchase a vehicle, then the Board Members should use the vehicle to go to trainings and not pay them mileage. Mr. Arjona stated that mileage checks usually range from \$30 to \$50 a month and EDC Director would get a car allowance of \$300. Commissioner Pete Garcia expressed concern regarding EDC purchasing a \$20,000 car. Mayor Pro-Tempore Ramirez asked if there was a line item for mini grants and Mr. Arjona replied that the line item was for mini grants and incentives.

Commissioner Pete Garcia motioned to approved the budget and allocate \$20,000 towards promoting EDC.

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Motion was made by Commissioner Pete Garcia to approve and seconded Mayor Pro-Tempore Jesus Ramirez. Motion passed. (5-0)

IX. CONTRACTUALS/RESOLUTIONS

- a. Consider Authorizing the City Manager to Enter Into a Two-Year Interlocal Agreement Lease Extension Amendment with Hidalgo County Head Start Program for Property, located at 200 North Cougar, for Operation of a Head Start Classroom and Parent Meeting Center.

DISCUSSION: Benjamin Arjona, City Manager presented the item and stated that the item has been practiced for the past 20 years. Commissioner Pete Garcia asked for the lease amount and Mr. Arjona stated that the lease was for \$12.00 a year.

Motion was made by Commissioner Pete Garcia to approve and seconded by Mayor Pro-Tempore Jesus Ramirez. Motion passed. (5-0)

X. CONSENT AGENDA

- a. Monthly Collection Report- November 2017

- b. Meeting Minutes

1. September 26, 2017
2. September 28, 2017
3. December 05, 2017

DISCUSSION: Benjamin Arjona, City Manager presented the item and asked is any of the items need to be pulled or changed.

Motion was made by Mayor Pro-Tempore Jesus Ramirez to approve and seconded by Commissioner Pete Garcia. Motion passed. (5-0)

XI. EXECUTIVE SESSION 7:17 p.m.

- a. The San Juan Commission will Convene in Executive Session, in Accordance with the Texas Open Meeting Act, Vernon's Texas Statutes and Codes Annotated, Government Code Chapter 551 et seq:

1. Pursuant to Section 551.087 DELIBERATION REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS, Discuss or Deliberate Current, Future, AND OR Pending Projects Regarding Commercial of Finance Information which the EDC is Conducting Economic Development Negotiations.

2. Pursuant to Section 551.074 PERSONNEL MATTERS; Discuss the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal of a Public Officer or Employee (Director of Sanitation and Chief of Police).

DISCUSSION: Benjamin Arjona, City Manager presented the item and Mayor Mario Garza asked for a motion.

Motion was made by Mayor Pro-Tempore Jesus Ramirez to approve and seconded Commissioner Raudel Maldonado. Motion passed. (5-0)

XII. RECONVENE 8:37 p.m.

- 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 Meeting, 551, Requirement to Vote or take Final Action in Open Meeting.

DISCUSSION: Mayor Mario Garza asked for a motion to reconvene.

Motion was made by Commissioner Pete Garcia to approve and seconded by Mayor Pro-Tempore Jesus Ramirez. Motion passed. (5-0)

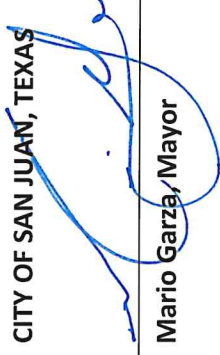
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DISCUSSION: Mayor Mario Garza stated there would be no action taken for executive session items 1 and 2.

XIII. ADJOURNMENT 8:36 p.m.

Mayor Mario Garza motioned to adjourn meeting and seconded by Commissioner Pete Garcia.
Motion passed. (5-0)

CITY OF SAN JUAN, TEXAS


Mario Garza, Mayor

ATTEST:


Diana H. Cavazos, City Secretary