

MINUTES OF REGULAR MEETING OF THE CITY OF SAN JUAN COMMISSION

DATE: Tuesday, February 13, 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
Pete Garcia, Mayor Pro-Tempore
Ernesto Guajardo, Commissioner
Jesus Ramirez, Commissioner
Leonardo Sanchez, Commissioner

MEMBERS ABSENT: Patrick Willingham, Director of Parks and Recreation

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
Ruben Guajardo, Assistant 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: Rick Ramirez, Public Comment, Joe Cano, District Manager with Pizza Hut, Michael Cano with Linebarger, Goggan Blair & Sampson, LLP, Mr. Martin with Hollis Rutledge

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 of Departmental Reports: Department of Finance, Municipal Court, Police Department, Fire Department, Department of Utilities, Department of Planning and Zoning, Department of Sanitation, Library, Department of Human Resources, Department of Information Technology, City Manager.

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

Commissioner Jesus Ramirez asked Ruben Guajardo, Assistant Director of Parks and Recreation if there would be a division for 3 and 4 year olds and he expressed his concerns about players playing against the 6 year olds and younger division. Mr. Guajardo replied that they are considering creating a Philly Division for the younger players. He went on to say that not every City offers that division.

**CITY OF SAN JUAN
CITY COMMISSION MEETING
TUESDAY, FEBRUARY 13, 2018**

Mayor Mario Garza asked Carmen Gonzalez, Director of Sanitation how she creates and assigns daily work orders. Ms. Gonzalez replied that all employees have job functions and they know what their duties are. Mayor Garza asked if anyone checked if the job had been completed and she replied that Juan Soto and Erik Muñoz checked all job completions. Commissioner Ernesto Guajardo asked if there were enough employees at the Recycling Center while Erik Muñoz checked on job completions and Ms. Gonzalez replied that Janie Morin was at the Center and that there isn't much traffic there.

Mayor Pro Tempore Pete Garcia asked Benjamin Arjona, City Manager if all Department Directors had been set up with the time clock and Mr. Arjona stated that not all Directors had been set up.

Mayor Pro Tempore Pete Garcia commented to Juan Gonzalez, Chief of Police that he had noticed that tires were changed on the patrol units and advised him to keep maintaining the patrol units.

Commissioner Jesus Ramirez referred back to the topic of Department Directors clocking in and asked for a time frame on how long it would take for all of them to be able to do so and Mr. Arjona replied that within a week all Department Directors would be set up to clock in. Mayor Mario Garza advised Rick Palacios, City Attorney to check if salaried employees got paid over time and if so, after how many hours.

Commissioner Jesus Ramirez asked Adelaida Cordero, Human Resources Director how the customer service training went for the employees. Ms. Cordero replied that the training had a good turn out and everything went great.

Benjamin Arjona, City Manager added that Carmen Gonzalez, Director of Sanitation had submitted an application to TCEQ for a drop off site and it had been awarded. Furthermore, he added that first time sewer connections on Rail Road were 100% completed. He also mentioned that he along with David Salinas, Director of Utilities and Hollis Rutledge visited a couple of agencies in Austin Texas to talk about different projects for the EDC and they also visited TCEQ and the Texas Water Development Board to talk about funding for the waste water treatment plant. He stated that it went well and they are hoping that there will be money available for projects at the plant.

VI. PUBLIC HEARING/ORDINANCES

- a. Conduct a Public Hearing and Consider an Ordinance in First Reading for a Conditional Use Permit for the Sale of Alcoholic Beverages for On-Premise Consumption at the "Pizza Hut" Restaurant Located at 651 Virgen de San Juan Boulevard, legally described as Lot 1, Pizza Hut #40 Subdivision, as Requested by Muy Pizza-Tejas, LLC

DISCUSSION: Benjamin Arjona, City Manager presented the item and Xavier Cervantes, Director of Planning stated that the restaurant was applying for the sale of alcoholic beverages for off-premises consumption only. The hours of operations are Monday through Sunday from 11:00 am to 11:00 pm the planning and zoning commission voted unanimously for approval during the meeting of February 1st 2018.

Mayor Mario Garza opened public comments at 6:59 pm.

Rick Ramirez asked what kind of system did that restaurant have to be able to determine if the consumer shows up already intoxicated.

Joe Cano, District Manager for Pizza Hut stated that all Pizza Hut employees are certified by TABC and they must be 18 years of age to serve alcohol. Mayor Pro-Tempore Pete Garcia asked how long the restaurant had been in business and if they have ever had customers get upset because they got denied the alcohol. Mr. Cano, replied by saying it was a family oriented restaurant and the consumption was not in high volumes.

Mayor Mario Garza closed public comments at 7:03 pm.

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

VII. APPOINTMENTS

- a. Consider Removal and Appointment to the Library Board.

DISCUSSION: Benjamin Arjona, City Manager presented the item and stated that in their packets, there was a list of current members that will be expiring and the ones that had already expired. Commissioner

**CITY OF SAN JUAN
CITY COMMISSION MEETING
TUESDAY, FEBRUARY 13, 2018**

Jesus Ramirez asked if applications were submitted. Diana Cavazos, City Secretary stated that there was only one application for the Civil Services Board. Commissioner Ramirez asked if there had been advertising for the current Board openings and Ms. Cavazos stated there was no advertising. Commissioner Ramirez stated that he felt they were not being transparent and it seemed like they were just appointing people without advertising. He recommended to table the items on Library Board, Keep San Juan Beautiful and Planning a Zoning Board. He also mentioned that Civil Service Board and Amigos del Valle need to be appointed. Mayor Mario Garza stated that they need to appoint someone to the Civil Service Board due to newly elected commissioner Leonardo Sanchez was part of the Civil Services Board. Mayor Mario Garza motioned to appoint Juan Jose Vasquez to replace Commissioner Leonardo Sanchez from the Civil Services Board.

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

- b. Consider Removal and Appointment to the Amigos Del Valle Board.

DISCUSSION: Commissioner Jesus Ramirez motioned to appoint Mayor Pro-Tempore Pete Garcia.

Motion was made by Commissioner Jesus Ramirez to approve and seconded Commissioner Leonardo Sanchez. Motion passed. (5-0)

- c. Consider Removal and Appointment to the Civil Service Board.

DISCUSSION: Juan Jose Vazquez was appointed to the Civil Service Board on agenda item VII – a.

- d. Consider Removal and Appointment to the Keep San Juan Beautiful Board.

DISCUSSION: Commissioner Ernesto Guajardo motioned to nominate Commissioner Jesus Ramirez.

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

- e. Consider Removal and Appointment to the Planning and Zoning Board.

DISCUSSION: Commissioner Jesus Ramirez motioned to table Planning and Zoning Board and the Library Board.

Motion was made by Commissioner Jesus Ramirez to approve and seconded Commissioner Leonardo Sanchez. Motion passed. (5-0)

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

- a. Consider the Approval of a Budget Amendment Reflecting Fiscal Year 2017-2018 Grant Award from the Office of the Governor's (OOG) Rifle Resistant Body Armor Grant Program in the Amount of \$33,809.92.

DISCUSSION: Benjamin Arjona, City Manager presented the item and Juan Gonzalez, Chief of Police stated that it was a grant application they had submitted and the department received the funds.

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

- b. Discussion and Possible Action Regarding Contract with Linebarger Goggan Blair & Sampson, LLP for Connection with Delinquent Ad Valorem Taxes and Mowing Lien Assessment for the City of San Juan.

DISCUSSION: Benjamin Arjona, City Manager presented the item and Michael Cano with Linebarger stated he was present for any questions. Commissioner Leonardo Sanchez stated that he did not have proper documentation on his packet in regards to the contract and motioned to take no action.

Motion was made by Commissioner Leonardo Sanchez to approve and seconded Commissioner Jesus Ramirez. Opposed by Commissioner Ernesto Guajardo Motion passed. (4-1)

CITY OF SAN JUAN
CITY COMMISSION MEETING
TUESDAY, FEBRUARY 13, 2018

- c. Discussion and Possible Action Regarding Appointment Legal Services in Connection with Delinquent Ad Valorem Taxes and Mowing Lien Assessments for the City of San Juan and Authorize City Manager to Execute an Agreement for Professional Legal Services Relating Thereto.

DISCUSSION: NO ACTION.

- d. Discussion and Possible Action Regarding Hidalgo County Elections Department Requests for Early Voting/Election Day Polling Location of Fire Station #2 (2301 N. Raul Longoria, San Juan, Texas 78589) for Primary, Primary Runoff and General Elections.

DISCUSSION: Benjamin Arjona, City Manager presented the item and Diana Cavazos, City Secretary stated that in the past the City has allowed the County to use the meeting room at fire station #2 for elections. This year they requested the room for primary, runoff and general election. The primary elections were scheduled for February 19th through March 2nd and Election Day scheduled for March 6, 2018 from 7:00 am to 7:00 pm.

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

IX. CONTRACTUALS/RESOLUTIONS

- a. Consider Adoption of Resolution Establishing the Budget for Fiscal Year 31 (2018) of the Hidalgo County Urban County Program.

DISCUSSION: Benjamin Arjona, City Manager presented the item and Xavier Cervantes, Director of Planning stated that program proposed budget for fiscal year 31 which is year 2018. The preliminary budget was approved by the City Commission on November 14, 2017. The budget included \$3,000 for administrative expenses, \$7,500 for Amigos del Valle \$5,000 to CASA of Hidalgo County, \$5,000 to Nuestra Clinica del Valle and \$255,000 to street improvements. The budget for street improvements includes for materials and engineering geotechnical expenses for the repaving of the high school east subdivision except Andrew Street. Senior Community Outreach and the Boys and Girls Club of Alamo did not qualify for the program due to both programs being currently closed.

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

- b. Consider Resolution Authorizing the City Manager to Submit, Accept an Application for Funding to the Office of the Governor, Homeland Security Division for the City of San Juan Law Enforcement Emergency Regional Response Team (LEERT) Enhancement Project.

DISCUSSION: Benjamin Arjona, City Manager presented the item and Juan Gonzalez, Chief of police stated that they have been funded before and they have 22 law enforcement agencies that are part of their team. He mentioned that they are submitting another application to purchase additional equipment.

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

- c. Consider Resolution Authorizing the City of San Juan to Submit an Application for Funding to the Office of the Governor, Criminal Justice Division for the San Juan Police Body Camera Program.

DISCUSSION: Benjamin Arjona, City Manager presented the item and Juan Gonzalez, Chief of police stated that they needed the funds to purchase 40 body cameras. He mentioned that some of the body cameras were going to expire. Mayor Mario Garza asked how often do cameras expire and Chief Gonzalez replied by stating every two years cameras have to be replaced. Mr. Martin with Hollis Rutledge stated that the application had a 20 % match.

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

**CITY OF SAN JUAN
CITY COMMISSION MEETING
TUESDAY, FEBRUARY 13, 2018**

- d. Consider Resolution Authorizing the City of San Juan to Submit an Application for funding to the Office of the Governor, for the City of San Juan in the Car Video Project.

DISCUSSION: Benjamin Arjona, City Manager presented the item and Juan Gonzalez, Chief of Police stated that they are looking into purchasing five in car videos to install in the new patrol units.

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

- e. Consider Authorizing the City Manager to Solicit Statements of Qualifications for City of San Juan Transit Terminal Project.

DISCUSSION: Benjamin Arjona, City Manager presented the item and stated that they are going to look for a project manager with the qualifications for the particular project. Mayor Mario Garza asked what the time frame was. Mr. Arjona replied by saying within a couple of weeks.

Motion was made by Commissioner Jesus Ramirez to approve and seconded Commissioner Leonardo Sanchez. Motion passed. (5-0)

- f. Consider Authorizing the City Manager to Solicit Statements of Qualifications for Construction Management Services and Various City of San Juan Projects as Assigned.

DISCUSSION: Benjamin Arjona, City Manager presented the item and stated that the same project manager that they solicited can help with this project since one is federal funded and the other one is locally funded. He went on to say that that person will also attend meetings and any other City projects.

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

X. CONSENT AGENDA

- a. Approval of Meeting Minutes.

1. January 17, 2017
2. January 23, 2017
3. January 24, 2017
4. February 14, 2017
5. February 28, 2017
6. March 28, 2017
7. July 3, 2017
8. July 11, 2017
9. September 5, 2017
10. October 17, 2017
11. December 29, 2017

DISCUSSION: Benjamin Arjona, City Manager presented the item and Mayor Mario Garza asked if anything from the item needed to be pulled out.

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

XI. EXECUTIVE SESSION 6:05 p.m.

- a. The City Commission Will Convene 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. Discussion and Possible Action Regarding the Purchase, Exchange, Lease, Transfer, or Value of Real Property Tract 2. (Pursuant to Texas Code, 551.072 Deliberation About Real Property and 551.071 Consultation with Attorney).

DISCUSSION: Benjamin Arjona, City Manager presented the item and asked if item could be taken out of order and go into executive session first.

CITY OF SAN JUAN
CITY COMMISSION MEETING
TUESDAY, FEBRUARY 13, 2018

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

XII. RECONVENE 6:47 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.

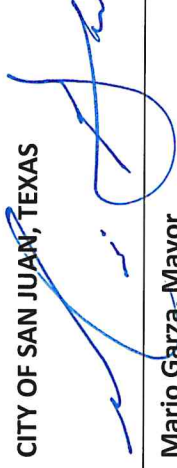
Motion was made by Commissioner Jesus Ramirez to approve and seconded by Mayor Pro Tempore Pete Garcia. Motion passed. (5-0)

DISCUSSION: Mayor Mario Garza stated there would be no action taken for executive session item.

XIII. ADJOURNMENT 7:21 p.m.

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

CITY OF SAN JUAN, TEXAS



Mario Garza, Mayor

ATTEST:



Diana H. Cavazos, City Secretary