

SAN JUAN CITY COMMISSION SPECIAL CALLED MEETING

TUESDAY, September 18, 2018 AT 6:00 P.M

DATE:

Tuesday, September 18, 2018

TIME:

5:00 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
Lenny Sanchez, Commissioner
Jesse Ramirez, Commissioner
Criselda Palacios, City Attorney

STAFF PRESENT:

Benjamin Arjona, City Manager
Nayeli Guerrero, Records Manager
Juan Gonzalez, Chief of Police
Oscar Cuellar, San Juan EDC Director
Leroy Gonzalez, Interim Finance Director
Adelaida Cordero, Director of Human Resources
Armandina Sesin, Library Director
Patrick Willingham, Director of Parks and Recreation
Rene Jaime, Purchasing/Risk Management
David Salinas, Director of Utilities
Mary Enriquez, Court Administrator
Amy Martinez-Nagy, Interim Director of Information Technology

ORDER OF BUSINESS

I. CALL MEETING TO ORDER

Mayor Mario Garza called meeting to order at 6:00p.m.

II. DISCUSSION AND POSSIBLE ACTION ON ALL THE FOLLOWING MATTER:

- A. Presentation and discussion on City of San Juan annual Budget for Fiscal year beginning October 1, 2018 to September 30, 2019.

DISCUSSION Mayor Mario Garza introduced the item and Benjamin Arjona, City Manager, gave presentation. Mr. Arjona mentioned that it was a little bit of a challenge to balance the fiscal year budget, because there is an account where we have the storm water drainage account. This account was initially set aside; it was supposed to be on its own like an enterprise account. Mr. Arjona mentioned that it was never set that way so this time around they worked on it and separated them so they are two different accounts the general account and enterprise account. Mr. Arjona also added that just in that alone there is about two hundred eighty thousand dollars' worth of revenues that we are not accounting for in the general funds and that is why we had difficulties trying to balance it. Mr. Arjona thanked the staff for working and helping out on the budget. Mr. Arjona presented the budget to the commission and mentioned that some cut were made across the board. Mayor Mario Garza asked Mr. Arjona what was the total cut. Mr. Arjona replied that cuts were mainly done in the following line item travel and training, supplies and capital outlay like for trucks used for sanitations and utilities. Mr. Arjona mentioned it doesn't mean that we will not be looking into additional equipment. Mr. Arjona also mentioned that they are looking into leasing so the first payment is not necessarily this coming fiscal year and not to the next fiscal year.

Mr. Arjona went over the budgets revenue and expenditures to show that even though the Enterprise Found account was put aside it actually shows there was an increase in revenues for the department under the general fund. Mr. Arjona mentioned that the total revenue for this year is \$11,537,967 versus last years that was \$11,580,527 which is a bit less this year than last year but keep in mind that the city has

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the storm water drainage fund that is a two hundred and eighty thousand. Mr. Arjona also mentioned that under the total expenditures it's the same on revenues as it was balanced down to the penny. Mr. Arjona and Leroy Gonzalez, Finance Director stated that this year there's less expenditure than last year due to street improvements and the construction of the Public Safety building. Commissioner Leonardo "Lenny" Sanchez asked if the expenditures on the Police Department were coming out from the general fund or through asset forfeiture funds. Mr. Arjona replied that besides the \$1,000,000 that was coming from the asset forfeiture fund the city's general fund also contributed a million dollars. Mr. Arjona also added that the city also made another million dollar contributions for the street improvements.

Commissioner Ernesto "Neto" Guajardo asked what cuts were being made for the Fire Department. Mr. Arjona mentioned that they requested a new building but it was never established. Commissioner Leonardo "Lenny" Sanchez asked if the departmental heads where advised of these certain cuts. Mr. Arjona replied that on the first cut they do consult with the department heads. Mr. Arjona also added that other cuts made are overtime, office supplies and travel and training those are the ones been cut to balance the budget. Mr. Arjona mentioned that another plus reflects on the budget with additional staffing that was received from the grant for the Fire Department. Fire Chief Tirso Garza added that they received another grant and it will be brought before the City Commission on the next meeting. Mr. Arjona stated that once it gets approved a budget amendment will be done as additional revenue to the city and since that is done it will reflect in the budget.

Mr. Arjona continued with revenues and expenditures for the Solid Waste Department the total revenue is at three million sixty-eight thousand dollars versus two million eight hundred ninety thousand nine hundred forty three from last year to this year there is an increase and if you look at the expenditures it's pretty much even. Mr. Arjona moved on to the Park Development and mentioned that they are estimating a collection of \$30,000 worth under revenues and under expenditures they will be allocating \$25,000. He also mentioned that it doesn't mean that the \$25,000 will be used it's just an estimated, and additional \$5,000 are there just for that particular purpose. He added that they are looking at doing some enhancements to the Municipal Park.

Mayor Mario Garza asked Mr. Arjona what kind of enhancements they are planning to do. Mr. Arjona replied that it would be baseball, improvements like fencing and back stops, also canopies and barbecue pit improvements throughout the park. Mr. Arjona Stated that the PSJA School District will be contributing with the park enhancement, as the PSJA ISD will be hosting games at the Municipal Park. Mayor Mario Garza also stated that for the record they will be meeting with Dr. King to discuss the Interlocal. Mr. Arjona continued with the current year miscellaneous grants that are at four hundred thirty six thousand. And for the expenditures first is the Police Department where they're getting on the average of two hundred thirty five thousand and the second is at one hundred seventy-four and this one is for three years.

Mr. Arjona mentioned that under the storm water fees are collected on yearly basis and no history is available because this account was on the general fund and now it has been moved over to the enterprise account. He also added that they are looking at about two hundred eighty-seven thousand worth of revenues and two hundred eighty-seven thousand worth of expenditures. Mr. Arjona stated that four additional staff members are included in this account. He also mentioned that this year they are looking at purchasing a sweeper, but because of the cost of two hundred and eleven thousand instead paying it cash we can lease it for three or five year plan. David Salinas, Interim Director Public Work/Sanitation, sweeper rotating based on quadrants. Mayor Mario Garza asked if it would be easier to run the machine from 11:00 pm through 7:00 am. David Salinas replied that around commercial areas they can but residential areas they can't due to parked cars outside the homes. Mr. Salinas also mentioned that Eric Muñoz, Street/Alleys Supervisor has a schedule running at around 5:00am at the commercial areas and then more to streets. He also added that they are working only with the second driver as they are losing staff due to the pay. Commissioner Leonardo "Lenny" Sanchez mentioned that for him the heavy traffic time would be from 6:00am to 8:00am and maybe entertain the option to have a night crew in the commercial area.

Mr. Arjona continued with current revenue for the Utility Fund total estimated revenue was at five million four hundred eighty seven thousand three hundred versus last year shy about fifty thousand. He stated that for the expenditures it's balanced with the revenue which includes the transfer monies that are used to pay debt. Mr. Arjona mentioned that this year they are going out for uniform bid proposals, in order to

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standardize everybody. He added that it will be only one payment; also they increased twenty five dollars more for a total of one hundred dollars for steel toe boots. Commissioner Leonardo “Lenny” Sanchez asked how many meter readers does the city have. Leroy Gonzales replied that they have three, 1 crew leader and 2 meter readers. Mr. Arjona mentioned that they are currently working in the comprehensive study and they might have enough for smart meters. David Salinas added that the 6,300 meters would reduce the cost. Commissioner Leonardo “Lenny” Sanchez asked how long it takes the 3 meter readers to do the whole city. Leroy Gonzales replied that between 2 to 3 weeks. Commissioner Leonardo “Lenny” Sanchez asked what other duties the meter readers do. David Salinas mentioned that meter readers also repair water leaks. Mayor Mario Garza asked if there are any complaints when switching or replacing meters. Mr. Arjona mentioned that everybody assumption when getting a new meter they should be getting a more accurate reading which would be less but it’s the opposite, its 100% accurate.

Mr. Arjona continued with the personnel request summary for every single department, reclassification that is taking place, promotions and capital outlay for every single department. Commissioner Ernesto “Neto” Guajardo asked if they would have to reapply for positions. Mr. Arjona replied that it’s just placing employees where they are supposed to be at. Mayor Mario Garza asked how many code enforcements the city has. Mr. Arjona replied that they’re adding one more under sanitation making that three. David Salinas stated that the primary job for the new code enforcement officer is to address the solid waste issues. Mayor Mario Garza asked if the city is educating the citizens before citing them in reference to the brush.

Mr. Arjona replied that they have been talking to the media people about it to come out with a city guide marketing plan to educate the citizens. Mayor Mario Garza mentioned that it should be attached to the water bill. David Salinas stated it’s easier if they do a mass mail out as some residents have water accounts with the North Alamo Water Supply. Mr. Salinas mentioned that they are working on something to post on the city’s website to educate the citizens the proper way to dispose of brush. He also mentioned that clean brush is recycled and it turned into mulch which is used to cover the landfill. Mayor Mario Garza recommended for the city to put out roll-off containers or opening the site on Saturdays where the citizens can go dump bush or debris. David Salinas mentioned that in order to place an open container they have to have someone controlling it, if not they will end up with all kind of debris in the container. He also mentioned how the city will have to pay the waste fees to dispose of it. Commissioner Ernesto “Neto” Guajardo mentioned that they have to keep an eye on construction companies. David Salinas stated they would like to start a clean sweep program with the help of Keep San Juan Beautiful and the help of volunteers.

Mayor Mario Garza asked Mr. Salinas if they’re backed up with brush pick up schedule. Mr. Salinas replied that at this moment they are about one month and half behind. Mayor Mario Garza asked how they handling that and what’s the plan are. Mr. Salinas mentioned that they have two crews working in two different areas and trying to focus to finish all alleys. Mayor Mario Garza stated that he understands that things happen and that its no one’s fault, but it does look bad. Mr. Salinas mentioned that the City of San Juan doesn’t charge a brush fee and that every other city has a brush fee. He also added that getting rid of brush cost a lot of money. Commissioner Leonardo “Lenny” Sanchez stated they should work on some kind of PSA for the citizens on the social media for every department. He also added that the city should hire a company to come do an entire city clean up to start fresh and if it falls behind again we can see what is not working. He mentioned that continuing educating the citizens is the key. Mr. Arjona mentioned that he and the mayor talked about the one time sweep maybe doing it quarterly or twice a year. He added he is currently working on proposal from different waste management. Mayor Mario Garza mentioned that they’re also working on some kind of newsletter, mailed out quarterly to citizens to inform them what new or what’s going on in each department. Mayor Mario Garza thanked everyone for their hard work.

III. PUBLIC HEARING ORDINANCES

- A.** Hold first Public Hearing and Consider Ordinance Adopting the Budget for the City of San Juan, Texas for Fiscal Year Beginning October 1, 2018 to September 30, 2019.

Public Hearing Opened at 6:57

Resident Rick Ramirez stated he is against the new budget. Mr. Ramirez also stated that other citizens couldn’t find the live feed for the meeting. Mr. Ramirez mentioned that this year’s budget only had 13

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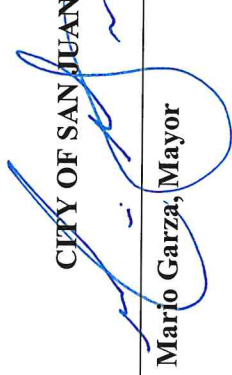
pages when before it was over 100 pages with all the budget highlights and that the packet should be available to the public. Mr. Ramirez also stated that there are several items from the general fund that are going from \$10,000 up to \$100,000 increase. Mr. Ramirez also added that the brush media was talked about over a year ago and hopefully this time around it gets done as he feels he's wasting his time.

Public hearing closed at 7:00 pm

Commissioner Leonardo "Lenny" Sanchez motioned to approved and seconded by Ernesto "Neto" Guajardo. (3-0)

IV. ADJOURNMENT AT 7:00PM

Commissioner Leonardo "Lenny" Guajardo motioned to adjourn and seconded by Commissioner Ernesto "Neto" Guajardo, Motion Passed (2-0)


CITY OF SAN JUAN, TEXAS
Mario Garza, Mayor

ATTEST:


Diana H. Cavazos, City Secretary