

MINUTES OF REGULAR MEETING OF THE CITY OF SAN JUAN COMMISSION

DATE:

Tuesday, March 26, 2019

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 Tem
Jesus “Jesse” Ramirez, Commissioner
Ernesto “Neto” Guajardo, Commissioner
Leonardo “Lenny” Sanchez
Rick Palacios, City Attorney

STAFF PRESENT:

Benjamin Arjona, City Manager
Diana Cavazos, City Secretary
Tirso Garza, Chief of Fire
Juan Gonzalez, Chief of Police
Leroy Gonzales, Director of Finance
Adelaida Cordero, Director of Human Resources
Armandina Sesin, Library Director
Patrick Willingham, Director of Parks & Recreation
Robert Escobar, Director of Planning & Zoning
Roel Garza, Director of Sanitation/ Public Works
Rene Jaime, Purchasing/Risk Management
David Salinas, Director of Utilities
Mary Enriquez, Court Administrator
Pat Karr, Director of Information Technology

ORDER OF BUSINESS

I. CALL MEETING TO ORDER

Mayor Mario Garza called the meeting to order at 6:00pm.

II. INVOCATION

Benjamin Arjona, City Manager led the Invocation.

III. PLEDGE OF ALLEGIANCE

Mayor Mario Garza led the Pledge of Allegiance.

IV. PUBLIC COMMENTS

Mr. Sifuentes Jr. stated he was there to ask about W. Moore Road, which is a high traffic road which also gives access to the cemetery. He further stated he was aware it belonged to the Irrigation District, but wants information on the street getting fixed and paved.

V. PRESENTATIONS

- A. Presentation of the Annual Financial Report for the City of San Juan, Texas, for Fiscal Year Ending September 30, 2018.

DISCUSSION: Mr. Manuel B. Garcia from Garcia and Pena from Weslaco stated he was there to report on the Annual Financial Report for the City of San Juan for fiscal year ending September 30, 2018 and to answer any questions the City Commission may have. Mr. Garcia further stated one of the many observations is on the qualifications. Mr. Garcia then indicated for the Commission to turn to Management and Analysis Discussion where they could see the position of the City which increased to \$68,325,526.00 as a result of years of operations. The total net position of the City increased by \$2,857,000.00 which is an increase of \$1,256,364.00 from governmental activities and \$1,600,636 from business types activities. In the case of the City, assets exceed liabilities by \$26,157,763.00 and \$24,849,826.00 for 2018 and 2017, as adjusted respectively for governmental activities. ipated was overall satisfactory. Mr. Garcia recognized the Department of Finance and everyone that participated in

providing the necessary documentation to finalize the audit and stated overall it was satisfactory and in good standing.

- B. Presentation by the San Juan Community Lions Club Royal Court on the 3rd Annual Easter Hunt to be Held at Carman Elementary on Thursday, April 18, 2019 from 6:00 P.M to 8:00 P.M.

DISCUSSION: Mr. Adrian Karr, President of the San Juan Community Lions Club introduced the Royal Court for the City of San Juan. Miss San Juan, Angela Huerta stated the Royal Court and the San Juan Lion's Club would be hosting the 3rd Annual Easter Egg Hunt at Carman Elementary on Thursday, April 8, 2019 from 6:00 to 8:00 p.m. Ms. Huerta further stated that the Royal Court would like to gather 6,000 Easter eggs and would like the City to promote the event on social media and possible sponsorship.

Mr. Adrian Karr stated all elementary schools from San Juan had been invited the year before and they had approximately 1,150 participants and they are expecting for the event to be bigger this year. Mayor Mario Garza asked if anyone could donate to which Mr. Karr responded yes, they would accept donations from parents, Commissioners and Mayors. He further stated that any donations whether it be monetary or items are needed for the event since it is free of charge.

Mayor Mario Garza asked who the contact person was to which Mr. Karr responded it would be him and that he would email them his contact information. Commissioner Pete Garcia asked what food was served for the event to which Mr. Karr responded pizzas, waters and sodas. Commissioner Garcia then asked how many pizzas were needed to which Mr. Karr responded about 20. Commissioner Garcia said he would donate 20 pizzas to the event to which Mr. Karr responded that would be great. Commissioner Ernesto Guajardo then asked if they were going to have any Easter baskets to which Mr. Adrian Karr responded that they raffle baskets each year usually between 10 and 20 baskets. Mayor Mario Garza stated he would donate 10 baskets to the event and Mr. Adrian Karr responded he truly appreciated what the City was doing for the Royal Court.

- C. Presentation on proclamation to Declare April 8-12, 2019 as National Boys & Girls Club Week.

DISCUSSION: Mr. Alfredo Mata along with club members and volunteers with the Boys and Girls Club extended an invitation to the Commissioners and stated they will be having National Boys and Girls Club Week. Mr. Mata stated that open house would be on Monday, April 8 for the community to see the services that are provided at the center. He further stated that for that week membership would be free, traditionally the membership is \$30.00 for the entire calendar year. Mr. Mata stated scholarships are offered for the parents that have two, three or four children and payment arraignments are also available since nobody gets denied. Mr. Mata further mentioned the importance of the Boys and Girls Club since after school time is the second longest time children have for personal growth besides school. He stated children get help with homework, physical fitness, technology programs and have mentors there at the facility.

Commissioner Jesus "Jesse" Ramirez asked at what time Open House would be to which Mr. Mata responded it would start at 4:30 p.m. food, drink, games and other activities would be provided. Commissioner Jesus "Jesse" Ramirez asked if they could please provide the information to the IT Department to make the community aware of the event on the City's website and social media.

- D. Presentation of Departmental Reports: Department of Finance, Police Department, Municipal Court, Fire Department and Department of Utilities.

DISCUSSION: City Manager, Benjamin Arjona informed the Commission that all Department Directors were present to answer any questions. Commissioner Jesus "Jesse" Ramirez asked what the unauthorized discharge were on the Utilities Report to which Mr. Salinas responded that it's a sewer code for a sewer line plugged and has to be reported to the state. Mr. Salinas further stated that anything over 10,000 gallons has to be reported within 24 hours and in 5 days in written form explaining what happened, how it occurred, and what was done to address the matter. Commissioner Jesus "Jesse" Ramirez then asked if the City got cited to which Mr. Salinas responded that we had not. Commissioner Ramirez asked about the missed number of backups reported to which Mr. Salinas responded that the majority of the backups are within the residents houses. Commissioner Ramirez then asked about the TCEQ Filings to which Mr. Salinas responded he was waiting on final letter that addressed most of the findings and would submit the

last letter tomorrow. He further stated that the final letter was regarding the water tower on North Raul Longoria and is currently working on the radiance.

Commissioner Ramirez stated he had been receiving calls regarding the cruisers to which Chief Juan Gonzales responded that the ordinance that was approved a few years ago. Commissioner Ramirez asked about the fee for plan reviews to which Chief Tirso Garza responded he had just appointed a Chief Deputy who took a class that was successfully completed and as soon as he start his role it will be a priority. Commissioner Ramirez also asked about the water leak in Fireman's Park to which Chief Garza responded that the Sanitation Department was assisting them with a pot hole that was towards the kitchen. He further stated that somebody was going to fix the leak since it's currently shut off because it ponds in that area. Commissioner Jesus "Jesse" Ramirez asked about the delay on the ambulance service to which Chief Garza responded a representative from the ambulance service was there to give an explanation on the 14 delayed calls. Gilbert Mach, Supervisor of Medicare stated he had been working with Chief Garza and Chief Gonzalez on different operations as they come up. He further stated that he's notice a peak throughout this time of the year particularly during the month of February. Mr. Mach mentioned that although some calls do have delays they are still maintaining their compliance at 90% and added that there's been a steady increase of about 3% volume over the last three months. Since they anticipated an increase in San Juan they will have two additional trucks coming into the area in April which should eliminate that issue.

Commissioner Jesus "Jesse" Ramirez asked how many vehicles they had available for San Juan to which Mr. Mach responded they had two dedicated vehicles and now there were going to be four. Commissioner Ramirez stated the time response was concerning to him since there was one particular vehicle accident on the Northside and it took over 20 minutes. Mr. Mach responded they have contractual obligations with the City and they are constantly looking for improvement on their response time. He further stated that one of the main problems they are having this time of the year is the wait to get patients offloaded in the emergency rooms, so they end up with two or three ambulances stuck waiting to be offloaded. Mayor Pro Tem Garcia mentioned he's noticed the peak time to be 4 or 5 o'clock traffic as an issue and how he's had to take different routes because of a fender bender in the expressway and recommended for residents to take different routes if they see a situation like that.

Commissioner Jesus "Jesse" Ramirez asked for a status on the amnesty program to which Mrs. Mary Enriquez, Court Administrator responded it was going good and that it was being worked on. Commissioner Ramirez then commented he had noticed the collection had gone down by half. Commissioner Leonardo "Lenny" Sanchez asked if they have ticket writers to which Chief Gonzalez responded not yet. Mayor Pro Tem Garcia stated that ticket writers would help the officers to which Commissioner Sanchez added that they should start with 2. Mayor Mario Garza asked if the officers are giving tickets to the cruisers on Thursday nights to which Chief Gonzalez responded yes they are enforcing it and sometimes are in the need to have vehicles towed.

VI. PUBLIC HEARING/ORDINANCES

- A. Consider a Public Hearing and Consider an Ordinance in First Reading for a Conditional Use Permit for the Sale of Alcoholic Beverages for Off-Premise consumption at "Isla 360" Drive-Thru legally described as Lot 11, Plazita Piedra Grande Subdivision located at 4202 N. Raul Longoria Road, as requested by Carranza Development, LLC.

Discussion: Roberto Escobar, Director of Planning and Zoning stated Carranza Development Corporation was applying for a conditional use permit for the sale of alcoholic beverages for off-premise consumption and late hours permitat Isla 360 Drive thru formerly known as Vikini's Drive thru. The proposal's days and hours of operations are Sunday through Thursday from 8:00 a.m. to 10:00 p.m. and Fridays and Saturdays from 8:00 a.m. to 2:00 a.m.

Mayor Mario Garza opened the public hearing at 6:58 p.m. and asked if there was anyone for or against.

Mayor Mario Garza closed the public hearing at 6:58 p.m.

Commissioner Jesus "Jesse" Ramirez made motion to approve and was seconded by Mayor Pro Tem Pete Garcia. Motion passed 5-0.

VII. APPOINTMENTS

- A. Consider Removal and Appointment of Board Members Related to the San Juan Memorial Library.

Discussion: Diana Cavazos, City Secretary stated the Library Board consists of seven members serving two year staggered terms and added that as per the Board Bylaws if absent more than three consecutive time individual shall be dropped from membership. Mrs. Cavazos further stated that at the time Mrs. Iris Lara and Maria Reyes were the only ones that submitted an application.

Commissioner Jesus “Jesse” Ramirez made a motion to reappoint Maria Reyes and Iris Lara and was seconded by Mayor Pro Tem Pete Garcia. Commissioner Ramirez appointed Ms. Nadia Baughman and was seconded by Mayor Pro Tem Garcia. Motion Passed 5-0.

- B. Consider Removal and Appointment of Board Members Related to the Planning and Zoning Board.

Discussion: Diana Cavazos, City Secretary stated the Library Board consists of seven members serving two year staggered terms and added that as per the Board Bylaws if absent more than three consecutive time individual shall be dropped from membership.

Commissioner Jesus “Jesse” Ramirez made a motion to reappoint Irma Castillo and Juan Alvarado and was seconded by Mayor Pro Tem Pete Garcia. Commissioner Ernesto “Neto” Guajardo appointed Joshua Benavidez and was seconded by Commissioner Ramirez. Motion Passed 5-0.

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

- A. Consider the Approval of Budget Amendment in the Amount of \$10,571.00 from the Municipal Court Technology Fund.

Commissioner Jesus “Jesse” Ramirez made a motion to approve and was seconded by Commissioner Leonardo “Lenny” Sanchez. Motion Passed 5-0.

- B. Consider the Approval of Budget Adjustment in the Sanitation Fund in the amount of \$35,000.00 from Machine and Equipment to Repair and Maintenance.

Commissioner Jesus “Jesse” Ramirez made a motion to approve and was seconded by Mayor Pro Tem Pete Garcia. Motion Passed 5-0.

- C. Consider Selecting and Authorizing City Manager to Enter into a Lease Contract Agreement for High Speed Communications Via Fiber Cabling to City Buildings and Maintenance (BID# 19-02-03-20).

Discussion: Rene Jaime, Purchasing and Risk Manager stated bids had been advertised on March 3rd and March 10th on the Monitor. He further stated that two responses had been received from Smarcomm and Foremost and after reviewing staff has found both firms to be highly qualified. Commissioner Ramirez stated that the contract is for \$30,000.00 on a 3 year contract but with Smartcomm they are responsible for \$2,300.00 per month as a recurring charge to which Mr. Jaime responded he’ll make sure it is correct. Commissioner Ramirez added if it is right it is amost \$10,000.00 and his concern is if that amount is budgeted.

Commissioner Jesus “Jesse” Ramirez made a motion to approve and was seconded by Commissioner Ernesto “Neto” Guajardo. Motion Passed 5-0.

- D. Discussion and Action on Accepting the Annual Financial Report for the City of San Juan, Texas and the San Juan EDC for Fiscal Year Ending September 30, 2018.

Commissioner Jesus “Jesse” Ramirez made a motion to approve and was seconded by Commissioner Leonardo “Lenny” Sanchez. Motion Passed 5-0.

IX. CONTRACTUAL/RESOLUTIONS

- A. Consider Authorizing the City Manager to Enter into a Memorandum of Understanding between the City of San Juan Police Department and the City of Edinburg Police Department.

Commissioner Jesus “ Jesse” Ramirez made motion to approve and was seconded by Mayor Pro Tem Pete Garcia. Motion Passed 5-0.

- B. Consider Authorizing Mayor to Enter into a Contract Agreement for Election Services between the City of San Juan and Elections Department of Hidalgo County for the General Election on May 4, 2019.

Discussion: Diana Cavazos, City Secretary stated that as discussed in the meeting of January 8, 2019 place 2 and place 4 needed to be filled in the upcoming election on May 4, 2019. Mrs. Cavazos further

stated that the contract and the estimate of the election were attached in the packet between Hidalgo County Elections Department and the City of San Juan. Commissioner Ernesto "Neto" Guajardo stated it was for place 4 and 5 not 2 and 4 to which Mrs. Cavazos agreed.

Commissioner Ernesto "Neto" Guajardo made motion to approve and was seconded by Commissioner Jesus "Jesse" Ramirez. Motion Passed 5-0.

- C. Consider Amending Resolution Issuing Order and Notice of City General Election, Appointing and Determining Polling Locations.

Discussion: Diana Cavazos, City Secretary stated in order to meet the hours of early voting they needed to change from 7:00 a.m. to 7:00 p.m. according to Hidalgo County. She further stated the resolution had been amended to reflect that change on Tuesday, April 30th.

Commissioner Ernesto "Neto" Guajardo made motion to approve and was seconded by Commissioner Jesus "Jesse" Ramirez. Motion Passed 5-0.

X. CONSENT AGENDA

- A. Monthly Collection Report- February 2019.
- B. Budget Expenditure Report- February 2019.

Mayor Pro Tem Pete Garcia made motion to approve and was seconded by Commissioner Jesus "Jesse" Ramirez. Motion Passed 5-0.

XI. EXECUTIVE SESSION 7:13 P.M.

- A. The San Juan City Commission will Convene in Executive Session, in Accordance with the Texas Open Meeting Act, Vernon's Texas Statutes and Codes Annotated, Government Code, Chapter 551.071 (Consultation with Attorney and Texas Government Code).
 - 1. Pursuant to Section 551.087 ECONOMIC DEVELOPMENT NEGOTIATIONS; Deliberation Regarding Financial Incentives to Business Prospects, Project Owassa.
 - 2. Pursuant to Section 551.074 PERSONNEL MATTERS; Discuss the Appointment, Employment, Evaluation, Reassignment, Duties or Dismissal of a Public Officer or Employee (Consultation with Attorney Regarding Longevity Pay for Chief of Police and Fire Chief).
 - 3. Pursuant to Section 551.071CONSULTATION WITH ATTORNEY and 551.072 DELIBERATIONS REGARDING REAL PROPERTY; (Comprehensive Study Update, Real Estate).

Mayor Mario Garza stated there was no action to item number 1 and 3 under executive session. Mayor Garza motioned to approve item number 2 and was seconded by Mayor Pro Tem Pete Garcia. Motion Passed 5-0.

XII. RECONVENE

- A. The City Commission will Reconvene in Open Session in Accordance 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.

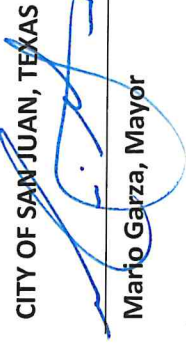
XIII. ADJOURNMENT 8:05 P.M.

Mayor Pro Tem Pete Garcia made motion to approve and was seconded by Commissioner Jesus "Jesse" Ramirez. Motion Passed 5-0.

ATTEST:


Diana H. Cavazos, City Secretary

CITY OF SAN JUAN, TEXAS


Mario Garza, Mayor