

MINUTES OF REGULAR MEETING OF THE CITY OF SAN JUAN COMMISSION

DATE:

Tuesday, January 28, 2020

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
Leonardo “Lenny” Sanchez, Mayor Pro-Tempore
Jesus “Jesse” Ramirez, Commissioner
Ernesto “Neto” Guajardo, Commissioner
Marco “Markie” Villegas, Commissioner
Ricardo Palacios, City Attorney

STAFF PRESENT:

Benjamin Arjona, City Manager
Nayeli Guerrero, Records Manager
Tirso Garza, Chief of Fire
Juan Gonzalez, Chief of Police
Leroy Gonzalez, Director of Finance
Adelaida Cordero, Director of Human Resources
Armandina Sesin, Library Director
Patrick Willingham, Director of Parks & Recreation
Roberto Escobar, Director of Planning
Roel Garza, Director of Sanitation/ Public Works
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 meeting to order at 6:00 p.m.

II. INVOCATION BY:

Benjamin Arjona, City Manager led the Invocation.

III. PLEDGE OF ALLEGIANCE BY:

Mayor Mario Garza led the Pledge of Allegiance.

IV. PUBLIC COMMENTS:

No public comments.

V. PRESENTATIONS:

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

DISCUSSION: Benjamin Arjona, City Manager stated an invitation was placed before each Commissioner for the upcoming ground breaking ceremony that would be taking place in the city. Taco Palenque will be coming to the City of San Juan along with Wing Barn and other restaurants at the H-E-B Plaza. Mr. Arjona added everyone from the public was invited to the ground breaking which would be taking place February 15th at 11:30 am. Mr. Arjona stated along with the invitation there was also departmental reports, but before proceeding to those he welcomed Chief Gonzalez for the introduction of the new officers. Police Chief Juan Gonzalez moved on to introduce five new officers: Raul Valdivino, John Ceda, Rodolfo Flores, Jesse Maldonado and Natalie Garza. Chief Gonzalez welcomed the officers to the City of San Juan and added they were currently getting trained but are expected to be on the road patrolling within the

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next 2-3 weeks along with 6 to 7 additional officers that will be coming on board. Mayor Garza, the Commissioners and City Manager welcomed the new officers to the City of San Juan.

Mayor Mario Garza asked for the current numbers of the amnesty program taking place to compare with the numbers of 2018-2019 to which Mrs. Mary Enriquez, Court Administrator responded \$30,099.38 was received for the months of March and April. Mayor Garza asked what was being done to reach out to the citizens with pending court fees and fines to which Mrs. Enriquez responded an initial letter was sent out, two late notices/pre-warrant letters and after the third notice a warrant officer physically goes to the residence. Mayor Garza asked if they had reached out to the media to which Mrs. Enriquez responded Channel 48, Telemundo and Channel 5 were contacted and will be advertising for free during their news. Mrs. Enriquez added a notice with the dates of the amnesty was sent out to be advertised during the six o'clock and ten o'clock news. Commissioner Jesus "Jesse" Ramirez asked why the water bill with North Alamo Water Supply is not broken down with the service fees since a resident complaint that he received a \$250 bill, \$99 for water and \$150 for San Juan City services. Mr. Leroy Gonzalez, Director of Finance stated the Finance Department has tried for NAWs to do a break down on services but they've said their system won't do it and if done it would be an additional fee to the city. Commissioner Ramirez asked for the cost to which Mr. Gonzalez responded he did not have an answer and emphasized that billing tries their best to help customers get answers to their questions. Commissioner Ramirez stated a break down is needed because residents get in contact with North Alamo Water Supply and they are told to get in contact with the city to which Mr. Gonzalez explained the department could not explain because NAWs does the billing but phone calls have been made to get the customers more information. Mayor Pro-Tem Leonardo "Lenny" Sanchez asked where they are getting those numbers from to which Mr. Gonzalez responded it was based off the sewer and on the water consumption, the garbage is a flat fee. Benjamin Arjona, City Manager stated the Department would do a follow up with NAWs to verify the cost of the billing breakdown and if it is doable the City could absorb those costs.

Commissioner Jesus "Jesse" Ramirez asked on the monthly report it stated no invoice for the month of December and if that meant no animals were transported to Weslaco to which Chief Juan Gonzalez responded it was a recurring invoice on a monthly basis and 64 animals were transported for the month. Commissioner Ramirez asked if the PSJA ISD agreement was expiring soon and the status to which Chief Gonzalez responded the district mentioned they would stop on Feb 5th and some patrols were conducted in the morning at Raul Yzaguirre Middle School and Doedyn's Elementary, but PSJA officers were already patrolling the school districts. Chief Gonzalez added the officers should be in full force by February 5th or 6th, the district has not reached out to the Police Department as stated to renew the agreement. Chief Gonzalez added the district has their units prepared and their officers are already on the road. Commissioner Ramirez asked if the businesses that have inspections denied by the Fire Department get shut down to which Chief Garza responded the department advises what is needed and a timeline is given for them to meet requirements, but they never shut down a business. Mayor Pro-Tem Leonardo "Lenny" Sanchez asked if the school district could be reached to make sure everything is in control for that date so the city responds accordingly to which Chief Gonzalez responded he would follow up. Commissioner Marco "Markie" Villegas asked for the status on the Crime Stoppers Board and how it functions to which Chief Juan Gonzalez responded a meeting would be scheduled within the next few weeks and board consisted of three members. Chief Gonzalez added in the meeting they would be recommending board members since the Crime Stoppers coordinator is retiring and Captain Casarez has taken over the duties for now until an investigator gets reassigned. Mayor Garza asked how many board members were active to which Chief Gonzalez responded two. Mayor Garza then asked if that was enough for a quorum to which Chief Gonzalez responded under the bylaws three board members are needed to establish a quorum and that was the current issue. Mayor Garza asked when was the last time there was a quorum to which Chief Gonzalez responded it was on November or December since they only meet on a need basis when paying crime stoppers or when individuals request a meeting. At the time there is one payment pending that was delayed because of the holidays.

Mayor Pro-Tem Leonardo "Lenny" Sanchez stated if the Commission or the City could assist to please reach out since having the crime stoppers was a great tool for any city. Mayor Garza agreed but reinforced that a complete quorum is needed in order for the Crime Stoppers to be active and productive. Commissioner Villegas stated the main question as far as the meetings was if they were productive and asked if that information could be provided at the next meeting.

VI. APPOINTMENTS:

- A. Consider Appointment and/or Removal of Board Members Related to the Parks and Recreation Advisory Board.

DISCUSSION: Benjamin Arjona, City Manager stated there was a list of advisory board members place before the Commission along with an attendance sheet. Mr. Arjona added only one person had shown interest in becoming a member. Commissioner Jesus “Jesse” Ramirez asked Patrick Willingham, Director of Parks and Recreation to be more specific on the current board members attendance.

Mayor Mario Garza made motion to reappoint Claudia Alvarado and Erica Lopez and was seconded by Commissioner Marco “Markie” Villegas. Motion passed (5-0).

- B. Consider Appointment and/or Removal of Board Members Related to the San Juan Library Board.

Mayor Mario Garza made motion to reappoint Maria Ayala and Maria Navarro and was seconded by Commissioner Jesus “Jesse” Ramirez. Motion passed (5-0).

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

- A. Discussion and Possible Action to Authorize Staff to Solicit Bids for the Rehabilitation/Replacement of Equipment of Water Treatment Plant 1 and Authorize the City Manager to Execute all Related Documents and Budget Amendment as Needed.

DISCUSSION: David Salinas, Director of Utilities stated back on February 9, 2019 the Commission authorized the City Manager to enter into an agreement with Perez consulting to start working on the rehab water plant #1, the plant right behind City Hall. Mr. Salinas added it was ready to go out for bids so they can start working on that rehab and wanted to solicit proposals for that. Mr. Salinas added the engineer was there if there were any questions concerning the project from the City Commission. Commissioner Jesus “Jesse” Ramirez asked where the funding for this project was coming from to which Mr. Salinas responded it was from the Surplus Funds for the 07 bond, the amount was \$400,000. Mr. Salinas further stated the estimate for the construction around that time is the amount of money they have and they are hoping the cost will be below that.

Commissioner Jesus “Jesse” Ramirez made motion to approve and was seconded by Mayor Pro-Tem Leonardo “Lenny” Sanchez. Motion passed (5-0).

- B. Discussion and Possible Action on Inter Departmental Obligation Transfer from Utilities Fund for the Purpose of Municipal Park Fields Renovation Project.

DISCUSSION: Benjamin Arjona, City Manager stated if the Commission recalled back in December 10th 2019 there was a special called meeting were it was discussed to transfer \$500,000 from the utility fund that will allow the city to start working on the Municipal Park Field renovations. Mr. Arjona added the contract has been reviewed with the city attorneys and they recommended for the City to start working on it. Mr. Arjona added is was sent out to the construction company today and it was received, the item is just to authorize the transfer. Mayor Garza asked for the projected date to which Mr. Patrick Willingham, Director of Parks and Recreation responded the entire project was approved and the projected date would be within the next couple of days and the projected date of completion is April 3rd. Mayor Garza asked if it would be ready in time for the season to which Mr. Willingham responded it is expected to be ready mid-season. Commissioner Ramirez asked if the \$500,000 was enough to which City Manager responded that for now it was just for the approval of the loan and transfer. Mr. Arjona added that for clarification it was surplus funds from bonds money.

Commissioner Ernesto “Neto” Guajardo made motion to approve and was seconded by Commissioner Marco “Markie” Villegas. Motion passed (5-0).

- C. Discussion and Possible Action to Start the City of San Juan Municipal Court Amnesty Program on February 2020.

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DISCUSSION: Benjamin Arjona, City Manager states the Municipal Court would like to start the Amnesty Program in February to give residents the ability to pay. Mayor Mario Garza asked if an amount could be provided that was collected last year o which Mrs. Enriquez responds she did not have those numbers on her but could provide then at the next meeting.

Mayor Pro-Tem Leonardo “Lenny” Sanchez made motion to approve and was seconded by Commissioner Marco “Markie” Villegas. Motion passed (5-0).

- D. Consideration and Approval to Allow City Manager to Enter Into an Interlocal agreement with The Interlocal Purchasing System Program (TIPS).

DISCUSSION: Benjamin Arjona, City Manager stated the purpose of the program was to have another tool that can reach out similar to Buyboard and CIR. Mr. Arjona further stated the city usually goes to Buyboard for pricing but this could be another tool that can be reached for price comparison and getting better pricing.

Commissioner Jesus “Jesse” Ramirez made motion to approve and was seconded by Mayor Pro-Tem Leonardo “Lenny” Sanchez. Motion passed (5-0).

- E. Consideration and Approval to change the purchasing procurement threshold from \$500.00 to \$2,500.00 as per State of Texas Procurement and Contract Management guidelines. Additionally, increase the current capital outlay threshold from \$500.00 to \$5,000.00.

DISCUSSION: Leroy Gonzalez, Finance Director stated this was for two items, the first one is to increase the threshold from \$500 to \$5,000 without getting quotes. Mr. Gonzales further stated it didn’t mean it wouldn’t be done it just meant it wouldn’t be a requirement. Mr. Gonzales added the second item was for the threshold of the fixed assets which is currently \$500 with a comparison that was done with other cities their capital outlay threshold is \$5,000. Mr. Gonzales added he would like to increase those two items to match our neighboring cities. Commissioner Jesus “Jesse” Ramirez asked how would that be helpful to which Mr. Gonzales responded by increasing the threshold from \$500 to \$2,500 it would help speed up the process on procurements and in the \$500 to \$5,000 for capital outlays it would keep small items from the fixed assets. Mr. Gonzales added the Finance Department would still keep inventory on computers. Benjamin Arjona, City Manager stated it was important to expedite the procurement process and with the approval of TIPS that would give the city another tool for good pricing. For the increase from \$500 to \$5,000 for capital outlay it will eliminate a lot of paperwork and by not having to bring before audits. Mr. Arjona added for example back in the day computers were being capitalized because they were more expensive, now they are consumables with a year lifespan.

Commissioner Jesus “Jesse” Ramirez made motion to approve and was seconded by Commissioner Marco “Markie” Villegas . Motion passed (5-0).

- F. Consider the Approval of the Final Work Plan for Fiscal Year 33 (2020) for the Hidalgo County Urban County Program.

DISCUSSION: Roberto Escobar, Director of Planning stated the City submitted the Urban County Program preliminary work plan in October 2019 and this was the final work plan which is due February 14, 2020. The city has \$385,782 in funding and the breakdown would be the following: for general administration \$3,000, street improvements \$260,282, Amigos del Valle \$7,500, Nuestra Clinica Del Valle \$5,000 and CASA of Hidalgo \$2,000. Mr. Escobar further stated this was a breakdown of the funds and the streets that were chosen were the following: Loma Alta, Loma Azul and Loma Bonita for the project. Mayor Garza asked if the streets would get redone or if it would just be an overlay to which Mr. Escobar responded it would go thru the subgrade but they’ll completely redo the streets.

Mayor Pro-Tem Leonardo “Lenny” Sanchez made motion to approve and was seconded by Commissioner Jesus “Jesse” Ramirez. Motion passed (5-0).

VIII. RESOLUTIONS:

- A. Consider Adoption of Resolution Establishing the Budget for Fiscal Year 33 (2020) of the Hidalgo County Urban County Program.

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Mayor Pro-Tem Leonardo “Lenny” Sanchez made motion to approve and was seconded by Commissioner Jesus “Jesse” Ramirez. Motion passed (5-0).

- B. Consider Adoption of Resolution of a Grant Application with the Lower Rio Grande Valley Development Council for a Regional Solid Waste Grant Program.

DISCUSSION: Benjamin Arjona, City Manager stated the resolution presented would allow the City of San Juan to submit an application for two \$25,000 grants that would be awarded.

Commissioner Marco “Markie” Villegas made motion to approve and was seconded by Commissioner Ernesto “Neto” Guajardo. Motion passed (5-0).

IX. CONSENT AGENDA:

- A. Consider Second and Final Reading of an Ordinance for the Rezoning Request from Single-Family Residence District (R-S) to Multi-Family Residence District (R-MF) for a property legally described as the West 130.79 feet, of the East 1,162.42 feet, of the North 333.10 feet of Lot 16, Block 8, John Closner Subdivision, located approximately a quarter of a mile West of Raul Longoria Road, along the South side of Eldora Road, as Requested by Tiki Land Company, LLC.
- B. Consider Second and Final Reading of an Ordinance for a Conditional Use Permit to allow “Barrett Auto Gallery” along the Expressway Corridor District (EC) at property located at 411 E. IH 2, legally described as Lot 6, ML Woods #3, as Requested by Jorge Calleja-Barrett.
- C. Consider Second and Final Reading of an Ordinance for a Conditional Use Permit for the Sale of Alcoholic Beverages for On-Premise Consumption at “Ann’s Restaurant” located at 221 W. US Business 83, legally described as Lots 7 and 8, Block 29, San Juan Original Townsite, as Requested by Nadia Baughman.
- D. Consider Second and Final Reading of an Ordinance for a Conditional Use Permit for the Sale of Alcoholic Beverages for On-Premise Consumption at the proposed “Embajada Aztlan Restaurant” located at 3014 N. Raul Longoria Road, legally described as Lot 6, Northgate Manor Subdivision Phase 1, as Requested by Juan Oscar Chavarin.
- E. Tax Collection Report - December 2019

Mayor Pro-Tem Leonardo “Lenny” Sanchez made motion to approve and was seconded by Commissioner Ernesto “Neto” Guajardo. Motion passed (5-0).

X. EXECUTIVE SESSION: 6:43 pm

- 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, §551.072 and §551.074.
1. Pursuant to Section §551.071, Consultation with Attorney; and §551.072 Deliberation regarding Real Property: Discuss Acquisition, sale or lease of real property located at 811 Sgt. Leonel Trevino Road, legal description Alamo Land & Sugar Company Subdivision, SE 0.28 Acres, NW 0.90 Acres of Lot 3, Block 35, Hidalgo County, Texas.
 2. Pursuant to Section §551.071, Consultation with Attorney, Discussion and Possible Action Regarding Legal Issues Concerning Right-of-Ways and Easements.
 3. Pursuant to Section §551.071 Consultation with Attorney and §551.074 Personnel Matters; Discussion, Deliberation and Possible Action Regarding Chief Tirso Garza’s Grievance Matter.

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Mayor Pro-Tem Leonardo “Lenny” Sanchez made motion to go into executive session at 6:43 p.m. and was seconded by Commissioner Jesus “Jesse” Ramirez. Motion passed (5-0).

XI. RECONVENE: 7:15 pm

A. The City Commission will Reconvene 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.

Commissioner Jesus “Jesse” Ramirez made motion to reconvene at 7:15 p.m. and was seconded by Commissioner Marco “Markie” Villegas. Motion passed (5-0).

1. Mayor Mario Garza made motion for the City Manager to proceed as directed to purchase and was seconded by Commissioner Jesus “Jesse” Ramirez. Motion passed (5-0).
2. Mayor Mario Garza made motion to have City Attorney proceed as directed and was seconded by Commissioner Ernesto “Neto” Guajardo. Motion passed (5-0).
3. Mayor Mario Garza made motion to have City Attorney proceed as directed and was seconded by Commissioner Marco “Markie” Villegas. Motion passed (5-0).

XII. ADJOURNMENT: 7:16 pm

Mayor Pro-Tem Leonardo “Lenny” Sanchez made motion to adjourn and was seconded by Commissioner Marco “Markie” Villegas. Motion passed. 5-0

CITY OF SAN JUAN, TEXAS

Mario Garza, Mayor

ATTEST:



Diana H. Cavazos, City Secretary