MINUTES
BOARD OF COMMISSIONERS
WORKSHOP SESSION
AUGUST 8, 2018 THRU AUGUST 10, 2018
118 SOUTH CAGE 2nd FLOOR

The Board of Commissioners of the City of Pharr, Texas, met in a Workshop Session Meeting on Wednesday, August 8, 2018 and following is the record of attendance.

BOARD OF COMMISSIONERS PRESENT: Mayor Ambrosio Hernandez (Arrived @ 2:18pm)
Mayor Pro-Tem Roberto "Bobby" Carrillo
Comm. Eleazar Guajardo
Comm. Ramiro Caballero
Comm. Daniel Chavez

BOARD OF COMMISSIONERS ABSENT: Comm. Ricardo Medina
Comm. Mario Bracamontes

STAFF PRESENT:
Juan G. Guerra, City Manager
Edward Wylie, Deputy City Manager
Hilda Pedraza, City Clerk
Omar Anzaldua, City Engineer
Gary Rodriguez, Events Center Dir.
Karla Moya, Finance Director
Anali Alanis, HR Director
Marissa Hernandez, Municipal Court Judge
Leonardo Perez, Fire Chief
Jose A. Luengo, Police Chief
Melanie Cano, Dev. Services Dir.
Ricardo Pedraza, Public Works Director
Jose Villescas, Public Utilities Director
Sergio Alanis, Parks & Rec. Director
Adolfo Garcia, Library Director
Raul Garza, GMCD Director
Jose Pena, I.T. Director
Luis Bazan, Bridge Director
Sandra Zamora, Purchasing Dir.
Daniel Ramirez, Communications Dir.

CITY ATTORNEY Patricia Rigney, City Attorney

ITEM 1. CALL TO ORDER

A) ROLL CALL AND POSSIBLE ACTION ON THE EXCUSING OF ANY ABSENT MEMBER OF THE GOVERNING BODY

Mayor Pro Tem Carrillo called the meeting to order at 2:09 p.m. Roll call established a quorum.

Comm. Guajardo **moved** to excuse the absent members. Comm. Medina seconded the motion and when put to a vote, it carried unanimously.

ITEM 2. ADMINISTRATIVE

A) WELCOMING REMARKS BY CITY MANAGER AND/OR MAYOR

Juan G. Guerra, City Manager, welcomed everyone in attendance and stated this was the first day of the 3-day budget workshop. He briefly went over the budget process and stated the budget must be balanced as per city ordinance. He further stated the city was fiscally strong and nothing had changed.

Juan G. Guerra, City Manager, stated each department would be identifying what they have been doing based on City Commission vision and priorities.

B) DISCUSSION OF PENDING AND/OR PROPOSED CITY PROJECTS, PROGRAMS AND INDIVIDUAL DEPARTMENTAL DIVISIONS, DUTIES, ROLES, STRUCTURE, EVALUATION; DISCUSSION OF THE FISCAL YEAR 2018-2019 THRU FISCAL YEAR 2022-2023 BUDGET FOR ALL CITY GENERALLY AND INCLUDING THE FOLLOWING ENTITIES: TAX INCREMENT REINVESTMENT ZONE (TIRZ); TAX INCREMENT REINVESTMENT ZONE II (TIRZ II); PHARR ECONOMIC DEVELOPMENT CORPORATION II (PEDC); PHARR HOUSING FINANCE CORPORATION (PHFC); PHARR HOUSING FINANCE CORPORATION JACKSON PLACE APTS.; AND PHARR PUBLIC FACILITIES CORPORATION; DISCUSSION ON CAPITAL PURCHASES, CAPITAL IMPROVEMENT PROJECTS, PERSONNEL, AND DEBT

Juan G. Guerra, City Manager, introduced the item and called upon Jose A. Luengo, Interim Police Chief, for presentation on Police Department.

POLICE DEPARTMENT – 2:10 p.m.

Jose A. Luengo, Police Chief, went over the mission statement, completed goals, 2018-2019 goals, long-term goals, progressive ideas, and performance measures. He explained the organizational chart and the areas of responsibilities for Assistant Police Chiefs, Lieutenants, and Sergeants as well as the Patrol Division and Support Services Division.

Mayor Hernandez entered the meeting at this point of the agenda. The time being 2:18 pm.

Jose A. Luengo, Police Chief, stated the goals accomplished for 2017-2018 were the acquisition and implementation of a new records management system (New World System), acquisition of ten (10) new Chevy Tahoe units, and continued partnership with South Texas College and Excellence Center.

Mayor Hernandez mentioned the possibility of an indoor shooting range and a forensic lab at STC Regional Center and asked Chief Luengo if he was aware of the requirements. Chief Luengo responded yes and stated the facility was already Federal Law Enforcement Training Centers (FLETC) certified.

Chief Luengo further reported the new goals for 2018-2019 budget. He stated goals would be to obtain the Law Enforcement C.A.L.E.A Accreditation, replace outdated technology to improve officer safety and transparency, and increase neighborhood watch programs such as 21st Century Policing and Blue Courage.

Chief Luengo spoke about the long-term goals, which include construction of police evidence and storage building, construction of fitness facility, parking lot improvements and land development, and rebranding of police department. He further stated the progressive ideas for his department were the implementation of a motorcycle unit, a citizens' police academy, and keep schools safe.

Chief Luengo presented the performance measures for the Police Department to include crime rate statistics, traffic violations and traffic related arrests and community outreach events. Lastly, Chief Luengo reviewed the areas of concern and accomplishments.

FIRE DEPARTMENT – 3:30 p.m.

Leonardo Perez, Fire Chief, presented the Fire Department organizational structure chart and gave a brief overview of the administrative and training division, fire prevention, fire suppression division, and technical medic team for active shooting. He also went over the responses stating 2236 calls were received from 2017 through July 2018. Chief Perez also reported on Hidalgo County EMS percentage of calls within 8 minutes from October 2017 to May 2018 and stated the average was 93.13%.

Chief Perez presented the goals accomplished and stated Fire Station #4 was under construction and plans were in place for Fire Station #1. He stated they acquired six new AED with CDBG grant monies and acquired adult and child mannequins for CPR training. Chief Perez also mentioned they would be looking into implementing fees for inspection, re-inspection, and re-testing of plan review submittals.

Chief Perez reviewed concerns with cancer health issues to firefighters and stated they would provide annual physicals for firefighters, provide proper advance inspections, and repair of bunker gear. Other areas of concern were the replacement of bulletproof vest for personnel for Technical Medics and Arson Investigators, misting fans for rehab at hot environments, and SCBA Air Compressors.

Comm. Carrillo voiced his concern with firefighters carrying guns and feels they do not need guns as it might intimidate developers. Comm. Guajardo stated only Arson Investigators should be carrying guns not the regular inspectors.

INNOVATION TECHNOLOGY – 4:11 p.m.

Jose Pena, IT Director, went over the department's mission statement and presented the organizational structure chart. He stated he was proposing two new divisions being a system and security team and a tech support and network team.

Next, Mr. Pena explained his department's roles and responsibilities and went over the budget goals for FY18-19. He stated he was proposing a citywide computer replacement program and upgrade email system to Office 365, which was a Microsoft Govt. Cloud-based. He also proposed cyber-security training for staff and requested to consolidate software maintenance agreements.

Jose Pena, IT Director, briefly presented the project progress-infrastructure projects and application software systems.

PUBLIC SAFETY COMMUNICATIONS – 4:45 p.m.

Daniel Ramirez, Director of Communications/Deputy EMC, went over the mission statement of his department and roles and responsibilities. He presented the proposed organizational chart and stated the new computer aided dispatching services would seamlessly integrate police, fire, and EMS dispatching to go live on January 2019. He further stated all 9-1-1 calls would come through them and would dispatch appropriate resources with no delay in transferring calls. Lastly, he presented a layout of the new Pharr Public Safety Communications building and stated this would also serve as the Emergency Operations Center.

MUNICIPAL COURT – 5:10 p.m.

Marissa Carranza Hernandez, Municipal Judge/Administrator, presented the organizational structure for the Municipal Court and gave a brief overview on personnel and areas of responsibilities. She stated the Municipal Court was an independent department of the City subject to state law and justice and fairness was most the important principle of operation. Ms. Hernandez explained the court hears class C misdemeanors such as traffic and non-traffic violations (disorderly conduct, code enforcement, animal control, etc.).

Judge Hernandez explained the various types of Class C Misdemeanors hearings held at the Municipal Court for both traffic and non-traffic. She presented the performance measures on case numbers for the last three fiscal years to current on total Class C cases filed, heard and disposed. She also explained the magistration process and presented the performance measure on average cases per day for the last three fiscal years.

Lastly, Judge Hernandez went over budget goals and areas of concern. She mentioned short-term goals included new carpet throughout the court and long-term goals included office space for a jury room, conference room and employee lounge.

GRANTS / COMMUNITY DEVELOPMENT – 5:30 p.m.

Raul Garza, GMCD Director, gave a brief overview of the three divisions within his department. He went over the HUD allocation and Action Plan for 2018 for non-public services and public services. He stated they collaborated with Affordable Homes and assisted nine residents, six complete reconstruction and three rehabilitation projects through the housing program. He added CDBG provided funding for Jones Box Park Phase II and would be assisting with Phase III in the upcoming year. Universal Park would be improved with CDBG funding as well.

Mr. Garza reported on the Section 108 Loan. He stated HUD had reviewed and determined needed action on this project. He stated two of six findings have been closed and four pending have met HUD's approval and would be closed. He added the program income issue had been resolved with the determination that M&O and salaries were deductible. As a result, a total savings of $1.5 million was allowed.

Mr. Garza went over areas of concern and remedies for his department and gave an overview of grants received such as Valley Baptist Legacy Foundation Grant for Victor Garcia Park improvements, TIGER grant for bridge expansion in cold/dry docks and inspection areas, EDA Grant for the Research and Development Center, and the TP&W Grant for the Nature Park. Lastly, Mr. Garza further touched briefly on the Pharr Disaster Emergency Grant Program.

At this time being 5:54 p.m., the Board of Commission paused the meeting and would be resuming the next day. Comm. Guajardo **moved** to approve. Comm. Caballero seconded the motion and when put to a vote, it carried unanimously.

DAY TWO OF BUDGET WORKSHOP

The time being 9:02 a.m., the Board of Commissioners of the City of Pharr, Texas, met for day two of Workshop Session Meeting on Thursday, August 9, 2018 and the following is the record of attendance.

BOARD OF COMMISSIONERS PRESENT:	Mayor Ambrosio Hernandez (Arrived @ 9:42 am) Mayor Pro-Tem Roberto "Bobby" Carrillo Comm. Eleazar Guajardo Comm. Ramiro Caballero Comm. Daniel Chavez Comm. Ricardo Medina Comm. Mario Bracamontes
BOARD OF COMMISSIONERS ABSENT:	None
STAFF PRESENT:	Juan G. Guerra, City Manager Edward Wylie, Deputy City Manager Hilda Pedraza, City Clerk Omar Anzaldua, City Engineer Gary Rodriguez, Events Center Dir. Karla Moya, Finance Director

Anali Alanis, HR Director
Marissa Hernandez, Municipal Court Judge
Leonardo Perez, Fire Chief
Melanie Cano, Dev. Services Dir.
Ricardo Pedraza, Public Works Director
Jose Villescas, Public Utilities Director
Sergio Alanis, Parks & Rec. Director
Raul Garza, GMCD Director
Adolfo Garcia, Library Director
Jose Pena, I.T. Director
Luis Bazan, Bridge Director
Sandra Zamora, Purchasing Dir.
Daniel Ramirez, Communications Dir.

CITY ATTORNEY Patricia Rigney, City Attorney

Comm. Guajardo **moved** to resume the meeting. Comm. Chavez seconded the motion and when put to a vote, it carried unanimously.

PUBLIC WORKS – 9:03 a.m.

Ricardo Pedraza, Public Works Director, presented the organizational chart for his department and gave a brief overview of the six divisions within his department.

Comm. Medina voiced his concern with the speed limit on Sam Houston and Veterans Boulevard and suggested it be increased to be in line with McAllen and Edinburg.

Mayor Hernandez entered the meeting at this point of the agenda. The time being 9:42 a.m.

Mr. Pedraza went over the current fiscal year goals and future fiscal goals. He also went over the progressive ideas to include sustainable city programs, implement pavement maintenance procedures, drainage improvements to increase capacity to drainage ditches, and establish a Pharr Animal Shelter.

Comm. Bracamontes spoke about the findings of student failure on standardize testing. He stated the state's educational system was teaching the wrong concepts to students since 2013 and mentioned the three basics learning basics were the 21st century skills, global awareness, and community collaborations. He stated sustainability was important for children thus increasing grant opportunities for the city.

A lengthy discussion was held relating to sustainability and project prioritization.

Mr. Pedraza further reported on performance measures per division and budget trends. He stated staffing levels would remain the same and no new equipment would be purchased.

Lastly, he went over the areas of concern such as disposal of street sweeping material, costs for landfill disposals and animal control contract fees with Palm Valley Animal Center.

PUBLIC UTILITIES – 10:10 a.m.

Jose Villescas, Public Utilities Director, stated the Public Utilities Department main objectives were to produce suitable safe potable water, collect, disinfect and discharge wastewater to meet Texas Commission Environmental Quality parameters. He stated for the last 14 years, the Water Treatment Plant has met all regulations set forth by TCEQ and was able to hold the ranking of "Superior Water."

Mr. Villescas further reviewed the main duties for the department and presented the organizational structure chart. He also went over the accomplished goals for FY 2017-2018 budget and stated they completed Lift Station 25 and force main project and repairs to three main lift stations.

Mr. Villescas gave a brief overview of the number of connections as of June 2018. He stated based on the number of connections per year, the City must continue to plan for another expansion to stay in compliance with federal and state regulations. He also went over future storage capacity and requirements and stated the City had enough capacity until 2047 at a rate growth of 300 connections per year. However, the City should start planning to build another elevated storage water or ground storage tank between the years 2040-2045.

Comm. Chavez left the meeting at this point of the agenda. The time being 10:45 a.m.

COMMUNITY EVENTS – 10:50 a.m.

Gary Rodriguez, Director of Pharr Events Center, went over the community events and stated their number one priority was to present safe, affordable and highly entertaining events to the residents, citizens, and guests. He further stated the second priority was to establish a budget for each event and plan resources strictly according to the budget.

Mr. Rodriguez also stated each festival was planned for months in advance through a series of weekly meetings by the Pharr Festivals Committee and under the supervision of the City Manager and Deputy City Manager. He added the overall objective was to ensure that all festivals maintain City of Pharr consistency, protect the Pharr brand, and most importantly, deliver the expectations that elected officials have regarding all Pharr festivals.

Lastly, Mr. Rodriguez stated their goal over the next five years was to maintain constant communication with the Pharr City Commission to assess expectations, goals, objectives, needs and scope of service related to Pharr Festivals. In addition, their primary purpose is to improve current festivals through innovative thinking, adhering to established budgets, and get the most return on taxpayers' moneys and increase the quality of life and entertainment value experienced by the guests.

Staff was asked to find a place for students to display their projects. Mr. Rodriguez stated PSJA ISD and Region One were already on board.

EVENTS CENTER/MEDIA – 11:09 a.m.

Gary Rodriguez, Director of Pharr Events Center, gave an overview of the Pharr Events Center and stated there were no proposed changes to personnel. He also gave a recap on performance measures and stated the Pharr Events Center has hosted 86 official events since October 2017. He further stated their purpose was to provide a quality of life resource coveted by surrounding cities that do not own or control a venue with such quality.

Mr. Rodriguez went over some events that were held at the Pharr Events Center such as the State of the City Address, RGV Partnership, McAllen Rotary Octoberfest, Empty Bowls of the Food Bank of the Rio Grande Valley, Coastal Conservation Association, and National Day of Prayer amongst others.

Mr. Rodriguez mentioned some of the goals achieved during current fiscal year was the purchase of an ATM machine, promote local businesses, replaced all paper towel dispensers in men and ladies rooms with air driers, installed a baby diaper changing station in the ladies restrooms, and roof extension installed to protect city owed property stored outside. He stated the Pharr Events Center was committed to exercise new strategies to increase the city's return on investment and focus on customer service, safety, security and satisfaction.

At this time, Gary Rodriguez, Director of Pharr Events Center, gave a presentation on Pharr Media. He went over current media personnel and proposed media personnel. He stated he was proposing to appoint one Media Specialist to the position of Media Manager.

Mr. Rodriguez further went over some of the achievements since last fiscal year and mentioned there was an increase of Facebook followers by 3,044, they produced 40 public service announcement, covered 92 city related events, produced and recorded 19 City Commission meetings and 150 City Board meetings. He also stated Pharr Media has achieved five trophies in statewide municipal video competitions conducted by Texas Association of Telecommunication Officers and Advisor (TATOA).

Mr. Rodriguez gave a brief overview of the progressive ideas within Media Department and performance measures. He stated they have created the Pharr Community Engagement Campaign to increase Facebook followers, developed new platforms for public service announcements, and continue to highlight Pharr businesses to display success and retention.

PARKS & RECREATION – 11:30 a.m.

Sergio Alanis, Director of Parks & Recreation, gave an overview of the seven (7) divisions within his department. He stated there were 70 full-time employees and 251 part-time employees within the divisions. In addition, they serve approximately 10,000 kids and adults in their fifty-five (55) programs and six (6) camps throughout the year.

Comm. Bracamontes left the meeting at this point of the agenda. The time being 11:35 a.m.

Mr. Alanis went over the budget goals accomplished for 2017-2018. He stated they bid out and commenced construction on all city parks and city/school parks, began construction documents for Civic Center renovations, hired additional parks maintenance personnel, upgraded existing park furniture and amenities, continued maintenance at aquatic center, commenced construction on baseball dugout improvements and replaced old wood light posts at Witten Park and Sports Complex. They also hosted the 12th Annual St. Patrick's Day 5K with approximately 1300 participants and the 2nd Annual Public Safety 5K with approximately 250 participants. He continued to say they added landscaping and irrigation system at the Pharr International Bridge, Fire Station #1, and Development & Research Center.

Mr. Alanis reported on new goals for FY 2018-2019, which include increasing adult Athletic and Recreation League Programs, continue park improvements, install water wells at all parks, and install security cameras and 911 towers at all Parks. Mr. Alanis presented progressive ideas such as construction of graffiti walls at additional city parks, purchase of equipment, host fee community events at the Civic Center and Development & Research Center, create intimate spaces at city parks by planting tree clusters and berms, and install "Free Libraries" at each city and city/school park as pick-up and return locations for free books.

At this time, Mr. Alanis gave an overview of the different recreational programs, after school activity program, landscape programs and projects under construction.

PARKS & RECREATION- GOLF – 12:40 p.m.

Sergio Alanis, Director of Parks & Recreation, went over the goals accomplished and new personnel for FY 2017-2018. He also went over areas of concern and new goals for FY 2018-2019. He stated they would prioritize equipment and operating supplies throughout the year, increase play in summer months, clubhouse renovations, and continue cross training for staff. He also touched on the fertilization program, irrigation improvements, and erosion control project at Hole #2.

Lastly, he stated a consultant was hired to evaluate the possibilities of a lease or other operating options for the Golf Course. Consulting services include comprehensive market analysis of competitors, review of pro-shop operations, and review of agronomics and maintenance protocol and performance.

LIBRARY – 12:50 p.m.

Adolfo Garcia, Library Director, stated the goals accomplished for FY 2017-2018 was completion of the Development and Research Center, and congratulated all the library staff and all the departments for being instrumental in meeting the grand opening deadline.

Adolfo Garcia, Library Director, briefly went over the family literacy programs at the Pharr Memorial Library and Development & Research Center. He stated all library events were at no cost to the parents and would continue offering these programs free of charge.

Comments were made about the possibility of adding quiet study rooms for students with coffee. Mr. Garcia stated he would reach out to PSJA ISD, STC, and UT-RGV.

Comm. Medina left the meeting at this point of the agenda. The time being 12:50 p.m.

Mr. Garcia stated the budget request for FY2018-2019 would remain about the same as current fiscal year. He further stated the Library had been fiscally conservative for the past 12 years and went over the fiscal trends to plan for the next five years.

DEVELOPMENT SERVICES – 1:10 p.m.

Melanie Cano, Development Services Director, stated Development Services was responsible for assisting homeowners, business owners, developers and all members of the public for land use, construction, plan reviews and field services. Their focus was to assist customers in preparing plans, understand regulations, obtain approvals and successfully complete projects. She further gave an overview of the divisions within her department and presented the organizational structure chart.

Melanie Cano, Development Services Director, also went over the current goals accomplished. She stated they assisted City Administration and EDC with finding opportunities to promote residential development, 5 out of 7 Code Compliance officers were certified as Code Enforcement II officers, and the Accela software official roll out anticipated date was December 2018. She also stated the City of Pharr had been recertified as a 2018 Texas Certified Scenic City by improving the certification level from Recognized to Silver. She explained the Scenic City Certification program was an objective review of existing infrastructure ordinances relating to public roadways and public places and stated the assessment was point based on the standards of the scenic city model.

Ms. Cano went over the community clean up and recycling program. She stated sites were increased to three (3) zoning areas twice a month thus decreasing the number of illegal dumping cases. She also reported on the weedy lot program and the housing demolition program. She stated five (5) houses were demolished and fifteen (15) were in progress.

Ms. Cano presented performance measures information and new budget goals. She stated they would continue to assist in promoting residential and commercial development in identified areas and continue to foster positive interactive relationships with the public. At this time, she presented Rocky, the new mascot for her department.

Ms. Cano stated annexation was a long-term goal and explained the new Senate Bill 6 as it relates to requirements for municipal annexation in Texas. She further shared some progressive ideas for downtown revitalization and performance measures and went over some areas of concern. She added customer service was their top priority.

PURCHASING – 1:36 p.m.

Sandra Zamora, Purchasing Director, went over the organizational chart for her department. She stated their main mission was to maintain respectful, strong and professional relationships with internal and external customers. She further presented the current department goals, which include implementation of a centralized purchasing authority, implement the ProcureWare Online Bidding Portal, establish a vendor database, and posting bid solicitations online.

Ms. Zamora also presented the new goals for FY2018-2019 budget. She stated they would promote awareness of purchasing protocols by updating the purchasing policies and procedures, work with Departments by providing training on the new bidding portal, and automate the Requisition to PO process through the use of INCODE. Ms. Zamora requested one Buyer II position for FY18-19 and one Administrative Assistant position for FY20-21.

Discussion ensued on procurement software, purchase order history, and current procurement card program processes.

At this time being 2:16 p.m., the Board of Commission paused the meeting and would be resuming the next day. Comm. Carrillo **moved** to approve. Comm. Guajardo seconded the motion and when put to a vote, it carried unanimously.

DAY THREE OF BUDGET WORKSHOP

The time being 9:05 a.m., the Board of Commissioners of the City of Pharr, Texas, met for day three of Workshop Session Meeting on Friday, August 10, 2018 and the following is the record of attendance.

BOARD OF COMMISSIONERS PRESENT:	Mayor Ambrosio Hernandez (Arrived at 1:49pm) Mayor Pro-Tem Roberto "Bobby" Carrillo Comm. Eleazar Guajardo Comm. Ramiro Caballero Comm. Daniel Chavez Comm. Ricardo Medina
BOARD OF COMMISSIONERS ABSENT:	Comm. Mario Bracamontes
STAFF PRESENT:	Juan G. Guerra, City Manager Edward Wylie, Deputy City Manager Hilda Pedraza, City Clerk Omar Anzaldua, City Engineer

Gary Rodriguez, Events Center Dir.
Karla Moya, Finance Director
Anali Alanis, HR Director
Marissa Hernandez, Municipal Court Judge
Leonardo Perez, Fire Chief
Jose A. Luengo, Police Chief
Melanie Cano, Dev. Services Dir.
Ricardo Pedraza, Public Works Director
Jose Villescas, Public Utilities Director
Sergio Alanis, Parks & Rec. Director
Adolfo Garcia, Library Director
Jose Pena, I.T. Director
Luis Bazan, Bridge Director
Sandra Zamora, Purchasing Dir.
Daniel Ramirez, Communications Dir.

CITY ATTORNEY Patricia Rigney, City Attorney

Mayor Pro Tem Carrillo called the meeting to order. Roll call established a quorum.

Comm. Guajardo **moved** to resume the meeting. Comm. Caballero seconded the motion and when put to a vote, it carried unanimously.

Juan G. Guerra, City Manager, stated this was day three of Budget Workshop. He stated they would deviate from the agenda and go into closed session to discuss Bridge Department presentation. There was no objection.

3. CLOSED SESSION: IN ACCORDANCE WITH CHAPTER 551 OF THE TEXAS GOV'T. CODE, THE PHARR BOARD OF COMMISSIONERS HEREBY GIVES NOTICE THAT IT MAY MEET IN A CLOSED (NON-PUBLIC) EXECUTIVE SESSION TO DISCUSS THE ITEMS LISTED ON THE PUBLIC PORTION OF THE MEETING AGENDA, INCLUDING ITEM 2

The time being 9:06 a.m., Mayor Pro Tem Carrillo stated the commission would be entering into closed session in accordance with Chapter 551 of the Texas Govt. Code to discuss agenda items listed in the public portion of the agenda and Pursuant to Sections 551.071, 551.072, 551.074, 551.076, 551.084 and 551.087.

4. RECONVENE INTO REGULAR SESSION, AND CONSIDER ACTION, IF NECESSARY ON ANY ITEM(S) DISCUSSED IN CLOSED SESSION

The time being 10:38 a.m., Mayor Pro Tem Carrillo stated the commission would be resuming the open meeting.

ENGINEERING – 10:43 a.m.

Omar Anzaldua, City Engineer, presented the organizational structure and gave an overview on engineering services. He explained the different project development phases such as pre-design, design, procurement, construction, and project closeout phases. He also went over the current fiscal year project summary in-house design and construction management projects. He stated in-house services represents saving to the city of consultant engineering fees to perform the work. A discussion was held on procurement contract online software to expedite projects.

Mr. Anzaldua further gave an overview of GIS services. He stated maps were key infrastructure on GIS and were available to the public. In addition, they work with other agencies to ensure the addressing database was updated and accurate. Some of the GIS projects completed were the local update of 2020 census addresses, New

World Software implementation at the Police Department, ArcOnline repository of assets for access by Accela map services, Nearmap Imagery Service Acquisition, and public and staff maps for annual Pharr events.

Mr. Anzaldua gave an overview of completed goals for 2017-2018 and presented a comparison of the City's Standard Manual with the cities of McAllen and Edinburg on storm drainage design, roadway design, and traffic design.

Lastly, Mr. Anzaldua presented a list of progressive ideas and areas of concern. He stated resources were needed to provide adequate in-house project and construction management as the city continues to grow and invest in its public infrastructure.

CIP – 11:47 a.m.

Omar Anzaldua, City Engineer, presented a list of projects currently under construction and status of each project. He further presented a summary of projects currently under design such as the proposed Downtown Park (north and south sides), Jones Box Park Phase II (trail and amphitheater), Jones Box Park splash pad, Pharr Sports Complex and Witten Park Lighting and Dugouts improvements, Jose "Pepe Salinas" Civic Center renovations, Communications Center, Parks Maintenance Building, and Golf Course Club House Renovations.

Mr. Anzaldua also presented a summary of potential CIP projects for FY 2018-2019 and proposed transportation improvements.

At this time, Sergio Alanis, Parks and Recreation Director, presented the proposed landscaping improvements at parks and city/school parks. The parks discussed were Fire Fighter Park, Dr. Long Park, Jones Box Park, and Lore Garcia Park.

Lastly, Omar Anzaldua, City Engineer, presented the proposed Street Improvements – 4 Year Repaving Program and gave a brief overview on Raiders Drive Extension, South Sugar Road, North Cana St., and North Cypress St. He further reviewed the proposed utility improvements projects to include estimated construction and design costs.

HUMAN RESOURCES – 12:28 p.m.

Anali Alanis, Human Resources Director, presented the mission statement and briefly gave an overview of organizational structure chart. She reviewed areas of responsibilities of the four divisions for the Human Resources Department and went over various accomplishments within her department.

At this time, Juan G. Guerra, City Manager, stated they would deviate from the agenda and go into closed session to discuss Human Resources presentation. There was no objection.

3. **CLOSED SESSION: IN ACCORDANCE WITH CHAPTER 551 OF THE TEXAS GOV'T. CODE, THE PHARR BOARD OF COMMISSIONERS HEREBY GIVES NOTICE THAT IT MAY MEET IN A CLOSED (NON-PUBLIC) EXECUTIVE SESSION TO DISCUSS THE ITEMS LISTED ON THE PUBLIC PORTION OF THE MEETING AGENDA, INCLUDING ITEM 2**

The time being 12:46 p.m., Mayor Pro Tem Carrillo stated the commission would be entering into closed session in accordance with Chapter 551 of the Texas Govt. Code to discuss agenda items listed in the public portion of the agenda and Pursuant to Sections 551.071, 551.072, 551.074, 551.076, 551.084 and 551.087.

Mayor Hernandez entered the meeting at this point of the agenda. The time being 1:49 p.m.

Comm. Medina left the meeting at this point of the agenda. The time being 2:00 p.m.

4. RECONVENE INTO REGULAR SESSION, AND CONSIDER ACTION, IF NECESSARY ON ANY ITEM(S) DISCUSSED IN CLOSED SESSION

The time being 2:25 p.m., Mayor Hernandez stated the commission would be resuming the open meeting.

FINANCE – 2:25 pm

Karla Moya, Finance Director, presented the fiscal facts for current fiscal year and stated current property tax collections were higher by 6% and sales tax collection were higher by 8%. She further stated all year was a positive growth compared to other cities in the Valley in sales tax and all departmental expenditures were within budget. However, the Municipal Court revenues decreased by 35%, hotel occupancy tax decreased by 30%, and 0% growth in water collection revenue.

Ms. Moya also reported on general fund source revenues and operating revenues. She stated 75% of the general fund operating revenues were property taxes, which included delinquent taxes, penalties and interest.

At this time, Juan G. Guerra, City Manager, stated they would deviate from the agenda and go into closed session. There was no objection.

3. CLOSED SESSION: IN ACCORDANCE WITH CHAPTER 551 OF THE TEXAS GOV'T. CODE, THE PHARR BOARD OF COMMISSIONERS HEREBY GIVES NOTICE THAT IT MAY MEET IN A CLOSED (NON-PUBLIC) EXECUTIVE SESSION TO DISCUSS THE ITEMS LISTED ON THE PUBLIC PORTION OF THE MEETING AGENDA, INCLUDING ITEM 2

The time being 2:52 p.m., Mayor Hernandez stated the commission would be entering into closed session in accordance with Chapter 551 of the Texas Govt. Code to discuss agenda items listed in the public portion of the agenda and Pursuant to Sections 551.071, 551.072, 551.074, 551.076, 551.084 and 551.087.

4. RECONVENE INTO REGULAR SESSION, AND CONSIDER ACTION, IF NECESSARY ON ANY ITEM(S) DISCUSSED IN CLOSED SESSION

The time being 3:32 p.m., Mayor Hernandez stated the commission would be resuming the open meeting.

5. ADJOURNMENT

There being no other business to come before the board, Comm. Carrillo **moved** to adjourn. Comm. Caballero seconded the motion and when put to a vote, the motion carried unanimously. Budget Workshop adjourned at 3:32 p.m.

CITY OF PHARR

AMBROSIO HERNANDEZ
MAYOR

STATE OF TEXAS
COUNTY OF HIDALGO
CITY OF PHARR

ON THIS THE 8th DAY OF AUGUST 2018 the Board of Commissioners of the City of Pharr, Texas convened in a **BUDGET WORKSHOP** at the Commissioner's Room located at 118 S. Cage, 2nd Floor, Pharr, Texas. The meeting being open to the public and notice of said meeting, giving the date, place, subject, hereof, having been posted in accordance with Chapter 551, Texas Government Code (Open Meetings Act) and there being present a quorum, I, **HILDA PEDRAZA, CITY CLERK**, of the City of Pharr, Texas, certify that this is a true and correct copy of the minutes.

ATTEST:

Hilda Pedraza

HILDA PEDRAZA, CITY CLERK

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