MINUTES
BOARD OF COMMISSIONERS
REGULAR CALLED MEETING
MONDAY, JULY 16, 2018
118 SOUTH CAGE 2nd FLOOR

The Board of Commissioners of the City of Pharr, Texas, met in a Regular Called Meeting on Monday, July 16, 2018 and following is the record of attendance.

BOARD OF COMMISSIONERS PRESENT:	Mayor Ambrosio Hernandez (arrived at 4:45pm) Comm. Eleazar Guajardo Comm. Ramiro Caballero Comm. Roberto "Bobby" Carrillo 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 Karla Moya, Finance Director Anali Alanis, HR Director Maritza 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.
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 4:06 p.m. Roll call established a quorum.

B) PLEDGE OF ALLEGIANCE/INVOCATION

Luis Bazan, Bridge Director, led in the pledge of allegiance said the invocation.

ITEM 2. PROCLAMATIONS

A) PROCLAMATION FOR HEALTHY SUMMER MEALS FOR KIDS COMMUNITY (ADMINISTRATION)

Mayor Pro Tem Carrillo read proclamation for Healthy Summer Meals for Kids Community and presented proclamation to Fernando Aguilar.

Fernando Aguilar, Managing Director of Child Nutrition Program for IDEA Public School, accepted the proclamation and stated the summer meals program helps children stay healthy and prepares them to return to school ready to learn and thrive.

Lastly, he stressed that the program includes two free meals a day and operates from June 4 to August 3, 2018 and was open to all children.

B) PROCLAMATION PROCLAIMING JULY 30TH, 2018 AS WORLD DAY AGAINST TRAFFICKING IN PERSONS (ADMINISTRATION)

Mayor Pro Tem Carrillo read proclamation proclaiming July 30th 2018 as World Day Against Trafficking in Persons and presented proclamation to Juan Villescas.

Juan Villescas thanked the Commission on behalf of District Attorney Ricardo Rodriguez and stated they would be hosting an event to provide prevention education on human trafficking on July 26, 2018 at the Pharr Events Center. He further thanked the Commission for allowing them to use the venue.

Rosie Martinez stated Pharr Police Department was the only department in our area that houses a human trafficking liaison and invited everyone to attend the prevention event. She stated the event was free of charge.

ITEM 3. PUBLIC COMMENTS/PUBLIC HEARINGS

A) PUBLIC COMMENTS

Ninfa Rodriguez, citizen of Pharr, voiced her concerns with animals. She stated she would like the City to start a program to avoid sending animals to Palm Valley Animal Center. She added other cities like Mission and Edinburg have programs already in place and asked staff to look into this. Lastly, Ms. Rodriguez offered her time and experience on issues with animal rescues and thanked the Commission for their time.

Kenneth Fletcher, residing at 504 S. Diplomat, stated this was the fifth year of his first contact with Code Compliance about ongoing problems with Costco. He thanked the city for addressing these issues. Mr. Fletcher further expressed interest in serving on the Board of Adjustment or Beautification Committee and congratulated the city for one of the change orders. He stated he was glad to see the city was saving money.

B) PUBLIC HEARING ON DEVELOPMENT SERVICES CASES

None.

ITEM 4. CITY MANAGER'S REPORTS

A) SUBMISSION OF SALES TAX REPORT COLLECTION REPORT FOR THE MONTH OF JULY 2018

Juan G. Guerra, City Manager, introduced the sales tax collection report for the month of July 2018. He briefly stated sales tax were up 19% and the year-to-date cash was up $1.19 million, which equates to about $56 million of new dollars coming into Pharr businesses.

B) SUBMISSION OF COUNTY TAX COLLECTION REPORT FOR THE MONTH OF JUNE 2018

Juan G. Guerra, City Manager, introduced the tax collection report for the month of June 2018 and stated taxes were up for both current and delinquent.

C) CITY EVENTS OF INTEREST

Juan G. Guerra, City Manager, reported on upcoming events of interest. He announced a FEMA Disaster Relief Public Forum would take place on Tuesday, July 17, 2018 from 5:30 p.m. to 7:00 p.m. at the Pharr Events Center. He stated FEMA and Small Business Administration representatives would be onsite to answer any questions on disaster recovery efforts.

Juan G. Guerra, City Manager, reported Pharr Economic Development Corporation would be hosting job fair on Thursday, July 19, 2018 from 8:00 a.m. to 1:00 p.m. at the Pharr Events Center.

Juan G. Guerra, City Manager, further reported the District Attorney's Office would be hosting the "Be the One Fighting Human Trafficking" Campaign on Thursday, July 26, 2018 from 4:00 p.m. to 8:00 p.m. at the Pharr Events Center. He stated different agencies would be present to provide prevention education and victim services on human trafficking.

Juan G. Guerra, City Manager, reported the City of Pharr Safety Memorial 5k run/walk would take place on Saturday, August 4, 2018 at 218 South Aster Street beginning at 8:00 a.m. He also reported the Pharr Night Out would take place on Saturday, August 25, 2018 from 6:00 p.m. to 10:00 p.m. in downtown Pharr.

At this time, Juan G. Guerra, City Manager, recognized Karla Moya, Finance Director, for GFOA Award received. Ms. Moya briefly stated the GFOA recognizes the City for improving its budget process and this was the 10th year in a row the City of Pharr receives this award.

Juan G. Guerra, City Manager, stated in late June, the Valley experienced summer rainstorm that caused severe flooding in certain areas. As a result, Affordable Homes of South Texas, Inc. distributed the monies to Pharr families via their Emergency Repair Grant for $300 to help provide a quick solution for homeowners to begin the recovery process as they await FEMA assistance or insurance claim assistance.

Brian Disque, Affordable Homes of South Texas Board President, stated 117 families were assisted, bringing a total of $35,100 distributed so far. In addition, they estimate there was still enough money to assist 16 more Pharr Families.

At this time, Affordable Homes of South Texas Board President Brian Disque and Executive Director Roberto Calvillo accepted a $40,000 check from the City of Pharr.

Juan G. Guerra, City Manager, also recognized Melanie Cano, Development Services Director, for Scenic City Certification award received. Ms. Cano briefly stated the city has once again earned the award, moving up a rank to silver status. She further stated the program recognizes cities for their commitment to high quality scenic standards for landscaping, tree planning and sign regulation.

ITEM 5. CONSENT AGENDA

A) APPROVAL OF MINUTES FOR JULY 2, 2018 REGULAR CALLED MEETING (ADMINISTRATION)

B) CONSIDERATION AND ACTION ON REQUEST FOR STREET CLOSURES FOR THE 2018 PHARR NIGHT OUT ON SATURDAY, AUGUST 25, 2018 FROM 6:00PM TO 10:00 PM (POLICE)

C) CONSIDERATION AND ACTION AUTHORIZING CITY MANAGER TO ADVERTISE FOR BIDS FOR THE JACKSON ROAD RIGHT TURN LANE AND CENTER MEDIAN PROJECT (ENGINEERING)

D) CONSIDERATION AND ACTION AUTHORIZING CITY MANAGER TO ADVERTISE FOR BIDS FOR THE THOMAS RD. LEFT TURN LANE AT CAGE BLVD. AND JACKSON RD. PROJECT (ENGINEERING)

E) CONSIDERATION AND ACTION AUTHORIZING CITY MANAGER TO PURCHASE A CCTV PIPE INSPECTION CAMERA UNIT FOR WASTEWATER DIVISION FROM TRIO VISION LLC THROUGH THE HGACBUY COOPERATIVE (PROJECT #1718-60-583-P17-004) (PUBLIC UTILITIES)

F) CONSIDERATION AND ACTION AUTHORIZING CITY MANAGER TO PURCHASE A BACKHOE LOADER FOR WASTEWATER DIVISION FROM DOGGETT HEAVY MACHINERY SERVICE THROUGH THE BUYBOARD COOPERATIVE (PROJECT #1718-60-583-P18-001). (PUBLIC UTILITIES)

G) CONSIDERATION AND ACTION ON ACTIONS TAKEN ON VARIOUS CONSTRUCTION MATERIAL TESTING (CMT) SERVICES (ENGINEERING)

H) CONSIDERATION AND ACTION ON DEVELOPMENT SERVICES CASES:

1. GEORGE RODRIGUEZ REQUESTED A LIFE-OF-THE-USE CONDITIONAL USE PERMIT TO ALLOW AN OVERSIZED STORAGE UNIT (LARGER THAN 120 SQUARE FEET) IN A LIMITED INDUSTRIAL DISTRICT (L-I).THE PROPERTY IS LEGALLY DESCRIBED AS BEING THE W40'-E113'-S145' OUT OF LOT 116, KELLY PHARR TRACT, PHARR, HIDALGO COUNTY, TEXAS.THE PROPERTY'S PHYSICAL ADDRESS IS 317 EAST ELDORA ROAD. CUP#180641

2. EDINBURG RAM, LLC, DBA KHAN'S GRILL, REQUESTED A CONDITIONAL USE PERMIT AND LATE HOURS PERMIT TO ALLOW THE SALE OF ALCOHOLIC BEVERAGES FOR ON-PREMISE CONSUMPTION IN A GENERAL BUSINESS DISTRICT (C). THE PROPERTY IS LEGALLY DESCRIBED AS BEING LOT 6A, JACKSON RIDGE COURT SUBDIVISION PHASE III – AMENDED PLAT, PHARR, HIDALGO COUNTY, TEXAS. THE PROPERTY'S PHYSICAL ADDRESS IS 1005 SOUTH JACKSON ROAD. CUP#180644

3. RUDY'S TEXAS BAR-B-Q, L.L.C./CARLOS TORRES, D/B/A RUDY'S COUNTRY STORE BAR-B-Q, REQUESTED RENEWAL OF THE CONDITIONAL USE PERMIT TO ALLOW THE SALE OF ALCOHOLIC BEVERAGES FOR ON-PREMISE CONSUMPTION IN A LIMITED INDUSTRIAL DISTRICT (L-I).THE PROPERTY IS LEGALLY DESCRIBED AS BEING LOT 1, LOS HOTELES SUBDIVISION, PHARR, HIDALGO COUNTY, TEXAS.THE PROPERTY'S PHYSICAL ADDRESS IS 209 WEST NOLANA LOOP. CUP#040644

4. LAS MARGARITAS RESTAURANT, INC., REQUESTED RENEWAL OF THE CONDITIONAL USE PERMIT TO ALLOW THE SALE OF ALCOHOLIC BEVERAGES FOR ON-PREMISE CONSUMPTION IN A BUSINESS DISTRICT (C-2). THE PROPERTY IS LEGALLY DESCRIBED AS BEING LOTS 7-10, BLOCK 28, PHARR ORIGINAL TOWNSITE, PHARR, HIDALGO COUNTY, TEXAS. THE PROPERTY'S PHYSICAL ADDRESS IS 106 NORTH CAGE BOULEVARD. CUP#160630

Juan G. Guerra, City Manager, introduced the item and recommended approval of the consent agenda.

Comm. Guajardo **moved** to approve as recommended. Comm. Bracamontes seconded the motion and when put to a vote, it carried unanimously.

REGULAR AGENDA - OPEN SESSION

ITEM 5. ORDINANCES AND RESOLUTIONS

A) CONSIDERATION AND ACTION, IF ANY, ON RESOLUTION APPOINTING/RE-APPOINTING TWO (2) ALTERNATE MEMBERS TO THE BOARD OF ADJUSTMENT (DEVELOPMENT SERVICES)

Juan G. Guerra, City Manager, introduced the item and stated Rogelio Torres and Ramiro Gutierrez wished to be re-appointed.

Comm. Medina **moved** to re-appoint Rogelio Torres and Ramiro Gutierrez to the Board of Adjustment. Comm. Chavez seconded the motion and when put to a vote, it carried unanimously.

Resolution No. R-2018-40 is filed with the City Clerk's Office.

B) CONSIDERATION AND ACTION, IF ANY, ON RESOLUTION APPOINTING/RE-APPOINTING TWO (2) MEMBERS TO THE BEAUTIFICATION COMMITTEE (PUBLIC WORKS)

Juan G. Guerra, City Manager, introduced the item and stated Richard Carranza and Romeo Robles, Jr. wished to be re-appointed.

Comm. Medina **moved** to appoint Richard Carranza and Romeo Robles, Jr. to the Beautification Committee. Comm. Caballero seconded the motion and when put to a vote, it carried unanimously.

Resolution No. R-2018-41 is filed with the City Clerk's Office.

C) CONSIDERATION AND ACTION, IF ANY, ON RESOLUTION ADOPTING THE ANNUAL ACTION PLAN 2018 TO U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) (GMCD)

Juan G. Guerra, City Manager, introduced the item. He briefly stated the total allocation amount was $1.2 million grant monies and after careful review, staff recommended to increase the allocation for Jones Box Park to $376,000 and eliminate the allocation for Boys & Girls Club.

Comm. Medina **moved** to approve as recommended. Comm. Guajardo seconded the motion and when put to a vote, it carried unanimously.

Resolution No. R-2018-42 is filed with the City Clerk's Office.

ITEM 7. ADMINISTRATIVE

A) CONSIDERATION AND ACTION, IF ANY, ON DEDUCT CHANGE ORDER NUMBER 1 AND ACCEPTANCE OF THE SINGLE MACHINE REPAVING PROJECT YEAR 2 PHASE B AS COMPLETE AND AUTHORIZATION TO RELEASE RETAINAGE IN THE AMOUNT OF $35,135.72 (BID NUMBER 1617-01-528-0036) (ENGINEERING)

Juan G. Guerra, City Manager, introduced the item and briefly stated the decrease was for $107,358.46 and recommended approval.

Comm. Guajardo **moved** to approve as recommended. Comm. Medina seconded the motion and when put to a vote, it carried unanimously.

B) CONSIDERATION AND ACTION, IF ANY, ON CHANGE ORDER NUMBER 1 AND ACCEPTANCE OF THE SINGLE MACHINE REPAVING PROJECT YEAR 3 AS COMPLETE AND AUTHORIZATION TO RELEASE RETAINAGE IN THE AMOUNT OF $89,495.72 (BID NUMBER 1718-01-528-0002) (ENGINEERING)

Juan G. Guerra, City Manager, introduced the item and briefly explained the change order increase was $53,758.39 due to some improvements on Sugar Road. He further recommended approval.

Comm. Medina **moved** to approve. Comm. Caballero seconded the motion.

Comm. Medina asked staff if the City had requested the change. Omar Anzaldua, City Engineer, responded yes. He stated there were some deficiencies with the inlets on north Sugar Road and the City had requested the contractor to do the additional work.

The motion was put to a vote and it carried unanimously.

At this time, Mayor Pro Tem Carrillo, stated they would deviate and go into closed session. There was no objection.

ITEM 10. 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 IN ACCORDANCE WITH THE FOLLOWING BELOW

The time being 4:35 p.m., Mayor Pro Tem 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 arrived at this time being 4:45 p.m.

ITEM 11. RECONVENE

The time being 6:45 p.m., Mayor Hernandez stated the commission would be resuming the open meeting.

ITEM 7. ADMINISTRATIVE

C) CONSIDERATION AND ACTION, IF ANY, AUTHORIZING CITY MANAGER TO SOLICIT A SCOPE AND FEE PROPOSAL FROM AN ENGINEERING FIRM TO DEVELOP A MASTER PLAN FOR THE CITY OF PHARR'S 20-ACRE TRUCK STAGING AREA (ENGINEERING)

Juan G. Guerra, City Manager, introduced the item and recommended approval.

Comm. Carrillo **moved** to approve as recommended. Comm. Medina seconded the motion and when put to a vote, it carried unanimously.

D) CONSIDERATION AND ACTION, IF ANY, AUTHORIZING CITY MANAGER TO SOLICIT A SCOPE AND FEE PROPOSAL FROM CAROLLO ENGINEERS, INC. FOR THE DESIGN OF WASTEWATER TREATMENT PLANT OXIDATION DITCH NO. 2 REHABILITATION PROJECT (ENGINEERING)

Juan G. Guerra, City Manager, introduced the item and recommended approval.

Comm. Carrillo **moved** to approve as recommended. Comm. Chavez seconded the motion and when put to a vote, it carried unanimously.

E) DISCUSSION ON REGULATION OF RENTAL DWELLINGS AND MULTI-FAMILY UNITS (DEVELOPMENT SERVICES)

Juan G. Guerra, City Manager, introduced the item and stated no action was necessary.

F) CONSULTATION WITH THE BOARD OF COMMISSIONERS ON REVIEW OF THE CITY'S ORGANIZATIONAL STRUCTURE (HR)

Juan G. Guerra, City Manager, introduced the item as discussed in closed session.

Comm. Caballero **moved** to approve. Comm. Medina seconded the motion and when put to a vote, it carried unanimously.

G) PRESENTATION TO THE CITY COMMISSION ON KAMSTRUP AMI METER SYSTEM (ADMINISTRATION)

Juan G. Guerra, City Manager, introduced the item and stated no action was necessary.

ITEM 8. PURCHASING

A) CONSIDERATION AND ACTION, IF ANY, ON PURCHASE/FINANCING OF KAMSTRUP AMI METER SYSTEM, GIVING THE CITY MANAGER AUTHORITY TO ENTER INTO AN AGREEMENT FOR PURCHASE OR FINANCING AND APPROVING ALL NECESSARY DOCUMENTS THERETO (ADMINISTRATION)

Juan G. Guerra, City Manager, introduced the item and recommended no action at this time.

B) CONSIDERATION AND ACTION, IF ANY, ON APPROVAL OF PAYMENT TO UPPER VALLEY MATERIALS LLC FOR HMAC USED IN PAVING OF SOUTH VETERANS RD FROM MILITARY RD TO HI-LINE RD AND COLD MIX FOR CITYWIDE POTHOLE REPAIR (PROJECT #1718-40-510-P016-001) (PUBLIC WORKS)

Juan G. Guerra, City Manager, introduced the item and recommended approval.

Comm. Medina **moved** to approve as recommended. Comm. Chavez seconded the motion and when put to a vote, it carried unanimously.

C) CONSIDERATION AND ACTION, IF ANY, ON COUNTER OFFER FROM PLAZA SPORTS CENTER ON LAND PURCHASE (ADMINISTRATION)

Juan G. Guerra, City Manager, introduced the item and recommended approval as discussed in closed session.

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

ITEM 9. CONTRACTS/AGREEMENTS

A) CONSIDERATION AND ACTION, IF ANY, AUTHORIZING CITY MANAGER TO NEGOTIATE AND ENTER INTO CONTRACT WITH HALFF ASSOCIATES, INC. TO PROVIDE TECHNICAL ASSISTANCE IN THE PREPARATION OF A BUILD DISCRETIONARY GRANT APPLICATION FOR THE APPROVED FY 2016 UNITED STATES CUSTOMS & BORDER PROTECTION DONATIONS ACCEPTANCE PROGRAM (DAP) PROJECT (ENGINEERING)

Juan G. Guerra, City Manager, introduced the item and recommended approval.

Comm. Medina **moved** to approve as recommended. Comm. Guajardo seconded the motion and when put to a vote, it carried unanimously.

B) CONSIDERATION AND ACTION, IF ANY, AUTHORIZING CITY MANAGER TO ENTER INTO A CONTRACT WITH RO ENGINEERING, PLLC FOR PROFESSIONAL MEP ENGINEERING SERVICES FOR THE CITY WIDE HVAC REPLACEMENTS PROJECT (PROJECT #1718-01-528-S002-289-1) (ENGINEERING)

Juan G. Guerra, City Manager, introduced the item and recommended approval.

Comm. Carrillo **moved** to approve as recommended. Comm. Guajardo seconded the motion and when put to a vote, it carried unanimously.

C) CONSIDERATION AND ACTION, IF ANY, AUTHORIZING CITY MANAGER TO ENTER AND NEGOTIATE A CONTRACT WITH RUBEN ESCOBAR OF DISENO, INC. FOR PROFESSIONAL ARCHITECTURAL SERVICES FOR THE DESIGN OF THE JONES BOX PARK AMPHITHEATER (PARKS)

Juan G. Guerra, City Manager, introduced the item and recommended approval.

Comm. Carrillo **moved** to approve as recommended. Comm. Guajardo seconded the motion and when put to a vote, it carried unanimously.

D) CONSIDERATION AND ACTION, IF ANY, ON MEMORANDUM OF UNDERSTANDING WITH COMMUNITY LOAN CENTER AFFORDABLE SMALL DOLLAR LOANS (HR)

Juan G. Guerra, City Manager, introduced the item and recommended approval.

Comm. Carrillo **moved** to approve as recommended. Comm. Medina seconded the motion and when put to a vote, it carried unanimously.

E) CONSIDERATION AND ACTION, IF ANY, ON AWARD OF CONTRACT FOR THE PHARR SPORTS COMPLEX AND WITTEN PARK DUGOUT IMPROVEMENTS PROJECT (PROJECT NO. 1718-40-510-C008-161) (ENGINEERING)

Juan G. Guerra, City Manager, introduced the item and recommended no action at this time.

ITEM 12. ADJOURNMENT

There being no other business to come before the board, Comm. Carrillo **moved** to adjourn. Comm. Guajardo seconded the motion and when put to a vote, the motion carried unanimously. Meeting adjourned at 6:48 p.m.

CITY OF PHARR

AMBROSIO HERNANDEZ
MAYOR

STATE OF TEXAS
COUNTY OF HIDALGO
CITY OF PHARR

ON THIS THE 16th DAY OF JULY 2018 the Board of Commissioners of the City of Pharr, Texas convened in a **REGULAR CALLED MEETING** 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, CITY CLERK

APPROVED: August 13, 2018