MINUTES
BOARD OF COMMISSIONERS
REGULAR CALLED MEETING
MONDAY, MAY 4, 2020
118 SOUTH CAGE 2nd FLOOR

The Board of Commissioners of the City of Pharr, Texas, met in a Regular Called Meeting on Monday, May 4, 2020 via videoconference and following is the record of attendance.

BOARD OF COMMISSIONERS PRESENT:	Mayor Ambrosio Hernandez Mayor Pro Tem Roberto "Bobby" Carrillo Comm. Ramiro Caballero
BOARD OF COMMISSIONERS PRESENT VIA VIDEOCONFERENCE:	Comm. Daniel Chavez Comm. Itza Flores
BOARD OF COMMISSIONERS ABSENT:	Comm. Eleazar Guajardo Comm. Ricardo Medina
STAFF PRESENT:	Edward Wylie, Interim City Manager Anali Alanis, Assistant City Manager Hilda Pedraza, ACM/City Clerk Omar Anzaldua, City Engineer Karla Saavedra, Finance Director Gary Rodriguez, Events Center Director Marissa Hernandez, Municipal Court Judge Jose A. Luengo, Police Chief Leonardo Perez, Fire Chief Melanie Cano, Dev. Services Director Pilar Rodriguez, Interim Public Works Dir. Sergio Alanis, Parks & Rec. Director Raul Garza, CDBG Director Adolfo Garcia, Library Director Jose Pena, I.T. Director Luis Bazan, Bridge Director Ignacio Amezcua, Purchasing Director Kenneth Ennis, Asst. Comm. Director
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 BOARD.

Mayor Hernandez called the meeting to order at 4:04 p.m. Roll call established a quorum.

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

B) PLEDGE OF ALLEGIANCE/INVOCATION

Ed Wylie, Interim City Manager, led in the pledge of allegiance and Anali Alanis, Assistant City Manager, said the invocation.

ITEM 2. PUBLIC TESTIMONY

There were no comments from the public.

ITEM 3. CITY MANAGER'S REPORTS

A) CITY ENGINEER'S REPORT.

Ed Wylie, Interim City Manager, introduced the item. He stated projects were on track and stated questions could be entertained at this time.

ITEM 4. CONSENT AGENDA

A) APPROVAL OF MINUTES FOR APRIL 20, 2020 REGULAR CALLED MEETING. (ADMINISTRATION)

B) CONSIDERATION AND ACTION ON REQUEST FROM HIDALGO COUNTY ELECTIONS DEPARTMENT TO USE THE JOSE "PEPE" SALINAS CIVIC CENTER AND THE PHARR DEVELOPMENT AND RESEARCH CENTER AS POLLING LOCATIONS FOR THE UPCOMING PRIMARY RUNOFF ELECTION ON JULY 14, 2020 (ADMINISTRATION)

C) CONSIDERATION AND ACTION AUTHORIZING CITY MANAGER TO ADVERTISE FOR REQUEST FOR QUALIFICATIONS (RFQ) TO DEVELOP THE PHARR COMPREHENSIVE PEDESTRIAN SAFETY AND WELLNESS PLAN (CSJ #0921-02-389) (ENGINEERING)

D) CONSIDERATION AND ACTION AUTHORIZING CITY MANAGER TO ADVERTISE FOR SIDEWALK IMPROVEMENTS ON EAST HELMER STREET AND SOUTH CAGE BOULEVARD (ENGINEERING)

E) CONSIDERATION AND ACTION AUTHORIZING CITY MANAGER TO ADVERTISE FOR THE PHARR PEDESTRIAN CONNECTIONS SIDEWALK PROJECT (ENGINEERING)

F) CONSIDERATION AND ACTION AUTHORIZING CITY MANAGER TO ADVERTISE FOR REQUEST FOR PROPOSALS (RFP) FOR THE LEASING OF RESTAURANT SERVICES LOCATED AT CITY HALL 1ST FLOOR (PROJECT #1920-01-510-S036-001) (ADMINISTRATION)

G) CONSIDERATION AND ACTION AUTHORIZING THE CITY MANAGER TO ADVERTISE TO COMPETITIVE SEALED PROPOSALS (CSP) FOR THE CONSTRUCTION OF THE CITY HALL 1ST FLOOR RENOVATION PROJECT (PROJECT NO. 1920-40-510-C008-755) (ENGINEERING)

H) PLATS:

1. **SPOOR ENGINEERING CONSULTANTS, INC., REPRESENTING AMELIO RIVAS JR. AND GLORIA M. RIVAS, OWNERS, REQUESTED FINAL PLAT APPROVAL OF THE PROPOSED ROXANNE RIVAS SUBDIVISION. THE PROPERTY IS LEGALLY DESCRIBED AS BEING A 0.35 ACRE TRACT OF LAND OUT OF A 3.00 ACRE TRACT OF LAND, OUT OF THE SOUTH 24.19 ACRES OF LOT 5, BLOCK 12, A.J. MCCOLL SUBDIVISION, PHARR, HIDALGO COUNTY, TEXAS. THE PROPERTY IS LOCATED WITHIN THE 1600 BLOCK OF WEST ANAYA ROAD. SUB#190514** (DEVELOPMENT SERVICES)

2. **MELDEN & HUNT, INC., REPRESENTING ABEL HERNANDEZ-LONGORIA JR., MANAGER FOR HAWTHORNE BROOKS, L.L.C., REQUESTED FINAL PLAT APPROVAL OF THE PROPOSED MINNESOTA HILLS SUBDIVISION. THE PROPERTY IS LEGALLY DESCRIBED AS BEING A RE-SUBDIVISION OF 10.00 ACRES OUT OF LOT 82, KELLY-PHARR SUBDIVISION, PHARR, HIDALGO COUNTY, TEXAS. THE PROPERTY IS LOCATED WITHIN THE 1000 BLOCK OF EAST MINNESOTA ROAD. SUB#180716** (DEVELOPMENT SERVICES)

Ed Wylie, Interim City Manager, introduced the item and recommended approval of consent agenda.

Comm. Carrillo **moved** to approve as recommended. Comm. Caballero 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 ORDINANCE WAIVING PENALTIES AND INTEREST ON LATE HOTEL OCCUPANCY TAX PAYMENTS. *(ADOPTION ON 1ST READING)* (ADMINISTRATION)

Ed Wylie, Interim City Manager, introduced the item. He briefly stated the City of Pharr received a request from local hotels requesting assistance in this time of crisis. At this time, he requested waving the penalties and interest for late payments from March 2020 through September 2020 and recommended approval.

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

Ordinance No. O-2020-16 is filed with the City Clerk's Office.

B) CONSIDERATION AND ACTION, IF ANY, ON ORDINANCE AMENDING ORDINANCE NO. O-2014-21 TO ALLOW TEMPORARY SIGNS FOR COMMERCIAL ESTABLISHMENTS *(ADOPTION ON 1ST READING)* (DEVELOPMENT SERVICES)

Ed Wylie, Interim City Manager, introduced the item and briefly explained the economy of the City of Pharr has been affected by COVID-19. Since the current ordinance city ordinance does not allow for temporary signage, he recommended amending the ordinance to allow businesses temporary signs with no permit fees for the next six months.

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

Ordinance No. O-2020-17 is filed with the City Clerk's Office.

C) CONSIDERATION AND ACTION, IF ANY, ON RESOLUTION EXECUTING AN ADVANCE FUNDING AGREEMENT (AFA) WITH THE TEXAS DEPARTMENT OF TRANSPORTATION (TXDOT) FOR THE COMMERCIAL VEHICLE STAGING AREA, CSJ: 0921-02-423. *(TABLED)* (ENGINEERING)

Ed Wylie, Interim City Manager, introduced the item and recommended item remain tabled.

D) CONSIDERATION AND ACTION, IF ANY, ON RESOLUTION EXECUTING AN ADVANCE FUNDING AGREEMENT (AFA) WITH THE TEXAS DEPARTMENT OF TRANSPORTATION (TXDOT) FOR THE DOCK EXPANSION PHASE I (DRY UNITS) AT PHARR INTERNATIONAL BRIDGE, CSJ: 0921-02-424. *(TABLED)* (ENGINEERING)

Ed Wylie, Interim City Manager, introduced the item and recommended item remain tabled.

E) CONSIDERATION AND ACTION, IF ANY, ON RESOLUTION EXECUTING AN ADVANCE FUNDING AGREEMENT (AFA) WITH THE TEXAS DEPARTMENT OF TRANSPORTATION (TXDOT) FOR THE DOCK EXPANSION PHASE II (COLD UNITS) AT PHARR INTERNATIONAL BRIDGE, CSJ: 0921-02-425. *(TABLED)* (ENGINEERING)

Ed Wylie, Interim City Manager, introduced the item and recommended item remain tabled.

F) CONSIDERATION AND ACTION, IF ANY, ON RESOLUTION APPOINTING/RE-APPOINTING CITY CLERK AND ASSISTANT CITY CLERK (ADMINISTRATION)

Ed Wylie, Interim City Manager, introduced the item. He stated as per City Charter, the City Clerk and Assistant City Clerk were appointed every two years and recommended reappointment of Hilda Pedraza, City Clerk and Imelda Barrera, Assistant City Clerk.

Comm. Carrillo **moved** to reappoint Hilda Pedraza as City Clerk and Imelda Barrera as Assistant City Clerk. Comm. Caballero seconded the motion and when put to a vote, it carried unanimously.

Resolution No. R-2020-21 is filed with the City Clerk's Office.

G) CONSIDERATION AND ACTION, IF ANY, ON RESOLUTION EXECUTING AN ADVANCE FUNDING AGREEMENT (AFA) WITH THE TEXAS DEPARTMENT OF TRANSPORTATION (TXDOT) FOR THE PSJA TRI-CITY PEDESTRIAN SAFETY IMPROVEMENTS PHASE II, CSJ: 0921-02-432 (ENGINEERING)

Ed Wylie, Interim City Manager, introduced the item and stated this was Phase II of the sidewalk project. He stated the state recovery costs were $141,632 and the first payment was $86,000 and second payment was $54,921. He further stated this project was initially approved in Fiscal Year 2017 and it included all three cities and PSJA ISD. He stated the Interlocal Agreements with the other cities and the school district were still pending but the City could off-share the cost for the project.

Mayor Hernandez clarified the three cities and PSJA ISD would participate and PSJA ISD would prioritize the locations of the sidewalks for their students. He further stated this project was approximately $2.7 Million and the City of Pharr would wait until PSJA ISD provides the preferred sites/schools for these sidewalks.

There being no further comments, Comm. Carrillo **moved** to approve as recommended. Comm. Caballero seconded the motion and when put to a vote, it carried unanimously.

Resolution No. R-2020-22 is filed with the City Clerk's Office.

ITEM 6. ADMINISTRATIVE

A) CONSIDERATION AND ACTION, IF ANY, AUTHORIZING THE CITY MANAGER TO SOLICIT A SCOPE AND FEE PROPOSAL FROM AN ENGINEERING FIRM ON THE APPROVED LIST OF ENGINEERS, AND NEGOTIATE AND ENTER INTO A CONTRACT FOR THE DESIGN OF THE PSJA TRI-CITY PEDESTRIAN SAFETY IMPROVEMENTS PROJECT-PHASE II (ENGINEERING)

Ed Wylie, Interim City Manager, introduced the item. He stated this was for the design of phase II and recommended approval.

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

ITEM 7. PURCHASING

A) CONSIDERATION, AND ACTION IF ANY, ON THE PURCHASE OF SAFETY EQUIPMENT FOR THE PHARR POLICE DEPARTMENT SPECIAL RESPONSE TEAM (SRT) USING BUY BOARD # 587-19 (PROJECT NO.1920-21-512-P022-001) (POLICE)

Ed Wylie, Interim City Manager, introduced the item. He stated this was for the purchase of equipment with seized asset funds in the amount of $56,275.28 and recommended approval.

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

B) CONSIDERATION AND ACTION, IF ANY, ON THE PURCHASE OF A GENERATOR SWITCHBOARD CONNECTION FOR THE PHARR EVENTS CENTER (PROJECT #1920-01-530-P021-003) (PARKS)

Ed Wylie, Interim City Manager, introduced the item. He briefly stated the Pharr Events Center could possibly be used as a shelter due to COVID-19 pandemic and the purchase of emergency generator with back-up power was needed. Mr. Wylie further stated the cost was $63,000 and recommended approval.

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

ITEM 8. CONTRACTS/AGREEMENTS

A) CONSIDERATION AND ACTION, IF ANY, AUTHORIZING THE CITY MANAGER TO AMEND CONTRACT WITH CAROLLO ENGINEERS INC. IN THE AMOUNT OF $78,875.00 FOR ADDITIONAL ENGINEERING SERVICES FOR THE ELECTRICAL DESIGN MODIFICATION OF THE WASTEWATER TREATMENT PLANT OXIDATION DITCH NO. 2 AND ELECTRICAL IMPROVEMENTS PROJECT (PROJECT #1819-60-584-S010-001) (ENGINEERING)

Ed Wylie, Interim City Manager, introduced the item and explained this was to separate the site electrical improvements into another project. He further stated the engineering for the electrical work and project would total approximately $6 million and recommended approval.

Comm. Carrillo **moved** to approve as recommended. Comm. Caballero seconded the motion and when put to a vote, it carried by majority vote of four (4) ayes and one (1) abstention. Comm. Chavez abstained from voting.

B) CONSIDERATION AND ACTION, IF ANY, ON CHANGE ORDER FOR ADDITIONAL PROJECT HOURS NEEDED TO COMPLETE ACCELA PROJECT (PROJECT # 1617-01-527-P011-001) (IT)

Ed Wylie, Interim City Manager, introduced the item. He stated there was some work left out from previous directors and additional eighty (80) hours were needed to finalize the project. He stated the amount was $12,173.60 and recommended approval.

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

ITEM 9. 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 PORTON OF THE MEETING AGENDA IN ACCORDANCE WITH THE FOLLOWING BELOW

None.

ITEM 10. RECONVENE

None.

ITEM 11. 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. Meeting adjourned at 4:17 p.m.

CITY OF PHARR

AMBROSIO HERNANDEZ
MAYOR

STATE OF TEXAS
COUNTY OF HIDALGO
CITY OF PHARR

ON THIS THE 4th DAY OF MAY 2020 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, Teas, certify that this is a true and correct copy of the minutes.

ATTEST:

HILDA PEDRAZA, CITY CLERK

APPROVED: May 18, 2020