MINUTES
BOARD OF COMMISSIONERS
REGULAR CALLED MEETING
MONDAY, MAY 18, 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 18, 2020 via videoconference and following is the record of attendance.

BOARD OF COMMISSIONERS PRESENT:	Mayor Ambrosio Hernandez Comm. Eleazar Guajardo Mayor Pro Tem Roberto "Bobby" Carrillo Comm. Ramiro Caballero Comm. Daniel Chavez Comm. Ricardo Medina Comm. Itza Flores
BOARD OF COMMISSIONERS ABSENT:	None
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 Veronica Ramirez, HR 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 Daniel Ramirez, Communications 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 4:00 p.m. Roll call established a quorum.

B) PLEDGE OF ALLEGIANCE/INVOCATION

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

ITEM 2. PUBLIC TESTIMONY

There were no comments from the public.

ITEM 3. CITY MANAGER'S REPORTS

A) SUBMISSION OF SALES TAX COLLECTION REPORT FOR MAY 2020

Ed Wylie, Interim City Manager, introduced the item. He briefly reported the City of Pharr had an increase of 2.84% year-to-date and a decrease of -0.86% in collected payment compared from last year.

B) SUBMISSION OF PROPERTY TAX COLLECTION REPORT FOR APRIL 2020

Ed Wylie, Interim City Manager, introduced the item and reported the City of Pharr was still on track and doing good.

C) SUBMISSION OF FINANCIAL QUARTERLY REPORT FOR PERIOD ENDING MARCH 2020

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

D) SUBMISSION OF 2ND QUARTER 2019-2020 CITY OF PHARR INVESTMENT REPORT

Ed Wylie, Interim City Manager, introduced the item and stated the report was available in the packet and any questions could be entertained at this time.

ITEM 4. CONSENT AGENDA

A) APPROVAL OF MINUTES FOR MAY 4, 2020 REGULAR CALLED MEETING (ADMINISTRATION)

B) PLATS:

1. **CLH ENGINEERING, INC., REPRESENTING JOSE M. GUERRA CANTU, MANAGING MEMBER FOR KASAVA, L.L.C, A TEXAS LIMITED LIABILITY COMPANY, REQUESTED FINAL PLAT APPROVAL OF THE PROPOSED JG CUSTOMS FORWARDING 2 SUBDIVISION. THE PROPERTY IS LEGALLY DESCRIBED AS BEING THE WEST 9.93 ACRES OF LAND OF LOT 8, CLOSNER SUBDIVISION OF PORCION, PHARR, HIDALGO COUNTY, TEXAS. THE PROPERTY IS LOCATED WITHIN THE 1300 BLOCK OF EAST MILITARY HIGHWAY. SUB#190203 (DEVELOPMENT SERVICES)**

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

Comm. Carrillo **moved** to approve as recommended. Comm. Guajardo 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 RENEWAL FEES FOR CONDITIONAL USE PERMITS FOR ON-PREMISE CONSUMPTION AND HEALTH PERMIT RENEWALS (DEVELOPMENT SERVICES)

Ed Wylie, Interim City Manager, introduced the item and recommended approval to waive renewals fees for a period of 90 days.

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

Ordinance No. O-2020-18 is filed with the City Clerk's Office.

B) 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.

C) 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.

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 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.

E) CONSIDERATION AND ACTION, IF ANY, ON RESOLUTION APPOINTING/RE-APPOINTING ONE MEMBER TO THE COMMUNITY DEVELOPMENT COUNCIL (GMCD)

Ed Wylie, Interim City Manager, introduced the item. He stated the term of Rene Cantu would be expiring and recommended reappointment.

Comm. Medina **moved** to reappoint Rene Cantu to the Community Development Council. Comm. Guajardo seconded the motion and when put to a vote, it carried unanimously.

Resolution No. R-2020-23 is filed with the City Clerk's Office.

F) CONSIDERATION AND ACTION, IF ANY, ON RESOLUTION ENTERING INTO AN AGREEMENT WITH THE TEXAS DEPARTMENT OF TRANSPORTATION FOR THE CLOSURE OF U.S. 281 (CAGE BLVD.) FROM OLD BUSINESS 83 TO KELLY AVE. FOR THE INSTALLATION OF VARIOUS DECORATIVE LIGHT POLES IN FRONT OF CITY HALL BEGINNING THE WEEK OF MAY 25, 2020 (ENGINEERING)

Ed Wylie, Interim City Manager, introduced the item. He briefly explained this was to install light poles in front of City Hall to finish the downtown lighting project and recommended approval.

Comm. Carrillo **moved** to approve as recommended. Comm. Guajardo seconded the motion and when put to a vote, it carried by majority vote of six (6) ayes and one (1) abstention. Comm. Chavez abstained from voting.

Resolution No. R-2020-24 is filed with the City Clerk's Office.

ITEM 6. ADMINISTRATIVE

A) CONSIDERATION AND ACTION AUTHORIZING CITY MANAGER TO ADVERTISE TO COMPETITIVE SEALED PROPOSALS (CSP) FOR THE CITY OF PHARR INTERNATIONAL BRIDGE FACILITY EXPANSION AND RENOVATIONS PHASE II (PROJECT NO. 1920-70-510-C009-775) (ENGINEERING)

Ed Wylie, Interim City Manager, introduced the item. He stated the estimated construction cost was $500,000 to $600,000 and it was not a budgeted item. However, this would be placed at the next city commission meeting for a budget amendment and recommended approval.

Comm. Caballero **moved** to approve as recommended. Comm. Carrillo seconded the motion and when put to a vote, it carried by majority vote of six (6) ayes and one (1) abstention. Comm. Chavez abstained from voting.

B) CONSIDERATION AND ACTION, IF ANY, AUTHORIZING THE CITY MANAGER TO SOLICIT A SCOPE AND FEE PROPOSAL FROM HALFF ASSOCIATES INC., AND NEGOTIATE AND ENTER INTO A CONTRACT FOR THE MASTER PLANNING AND DESIGN OF OPERATIONAL IMPROVEMENTS AT THE PHARR INTERNATIONAL BRIDGE (PROJECT NO.1920-01-528-8013-001) (ROTATION LIST) (ENGINEERING)

Ed Wylie, Interim City Manager, introduced the item. He briefly explained this was to increase traffic flow and efficiency as requested by U.S. Customs and Border Protection 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) PRESENTATION AND DISCUSSION ON PHARR COVID-19 DISASTER RECOVERY CENTER (ADMINISTRATION)

Ed Wylie, Interim City Manager, introduced the item. He stated the 311 COVID Call Center was closed two weeks ago and the City would now be transitioning to the Disaster Recovery Center to be located at the Pharr Events Center. At this time, he called upon Karina Lopez for a presentation.

Karina Lopez, Interim Chamber President, explained the Pharr COVID-19 Recovery Center was for businesses or individuals needing financial assistance or in need of resources. She stated the center would be opening on Wednesday, May 27, 2020 and the hours of operation would be Monday through Friday from 10:00 a.m. to 7:00 p.m. and Saturdays from 9:00 a.m. to 1:00 p.m. She further stated the proposed financial assistance would include PEDC and CDBG HUD monies and the programs available were Small Business Forgiveness Loans, Utility Hardship Program, Development Services Deferrals, Utility Assistance for Electricity and Water, and Small Business Assistance.

D) CONSIDERATION AND ACTION, IF ANY, AUTHORIZING CITY MANAGER TO NEGOTIATE AND ENTER INTO A CONTRACT WITH GDJ ENGINEERING, FROM THE LIST OF QUALIFIED FIRMS, TO PROVIDE AN ASSESSMENT AND PROJECT DEVELOPMENT OF A PRIORITY PLAN FOR THE CITY'S TRANSPORTATION PROJECTS (ADMINISTRATION)

Ed Wylie, Interim City Manager, introduced the item. He stated this was for assessment of all street intersections, traffic counts, flow patterns and future transportation needs and recommended approval.

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

ITEM 7. CONTRACTS/AGREEMENTS

A) CONSIDERATION AND ACTION, IF ANY, AUTHORIZING CITY MANAGER TO NEGOTIATE AND ENTER INTO A CONTRACT WITH MILLENNIUM ENGINEERS GROUP, INC. FOR CONSTRUCTION MATERIAL TESTING SERVICES FOR THE PHARR INTERNATIONAL BRIDGE FY15 DAP NORTHBOUND LANE PROJECT (CSJ: 0921-02-385) AND 2ND BSIF EXIT PROJECT (CSJ: 0921-02-383) (ENGINEERING)

Ed Wylie, Interim City Manager, introduced the item and stated the estimated fee was $50,142.63. He further 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 INTERLOCAL AGREEMENT BETWEEN CITY OF PHARR AND CITY OF SAN JUAN FOR DUAL CERTIFICATION OF SANITARY SEWER SERVICES (ADMINISTRATION)

Ed Wylie, Interim City Manager, introduced the item and stated this was for dual certification of sanitary sewer services in the Pharr ETJ 15,000 acres south of floodway. He further stated this was the first step to the ETJ and recommended approval.

Comm. Carrillo **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 INTERLOCAL AGREEMENT BETWEEN CITY OF PHARR AND CITY OF SAN JUAN FOR PAVING AND TRAFFIC LOOPS (PUBLIC WORKS)

Ed Wylie, Interim City Manager, introduced the item. He explained the replacement of traffic signal loop detectors at the intersection of Polk Avenue and Veterans Boulevard was needed to improve the efficiency and progression of traffic. He stated the roadway required improvements as part of the Year 5 Street Repaving Program and the agreement with the City of San Juan would allow for these improvements. Mr. Wylie further stated approximately 200 feet of the east approach would be repaved to allow for the installation of a new traffic signal loop and the estimated cost was $9,000. He further 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, AUTHORIZING CITY MANAGER TO ENTER INTO A CONTRACT WITH KRONOS SAASHR, INC. FOR SUBSCRIPTION SERVICES FOR THE WORKFORCE READY CLOUD TIME AND ATTENDANCE SOFTWARE (PROJECT # 1920-01-518-S038-001) (IT)

Ed Wylie, Interim City Manager, introduced the item and stated the Kronos time and attendance solution has been in place since 2013 and has been a valuable tool for payroll. He stated the new solution would run from the cloud and would no longer restrict the number of licenses. He further stated the annual cost for maintenance was $43,982.40 but would be paying $5.39 per employee per month for actual number of employees on payroll. He further recommended approval subject to changes as requested by legal.

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

E) CONSIDERATION AND ACTION, IF ANY, ON ENTERING INTO AN ENTERPRISE AGREEMENT WITH CHARTER COMMUNICATIONS OPERATING, LLC "SPECTRUM" FOR CITY, HIGH DEFINITION PUBLIC ACCESS CHANNEL (PROJECT # 1920-01-518-S039-001) (IT)

Ed Wylie, Interim City Manager, introduced the item. He briefly explained Spectrum was no longer supporting the free government and education channels and were transitioning agencies to enterprise accounts going forward. He stated this was needed to restore services to the city's channel which would provide a better high-quality service to the public. Mr. Wylie stated the cost was $750 per month and a one-time fee of $5,350 for construction and installation. He recommended approval subject to changes as requested by legal.

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

F) CONSIDERATION AND ACTION, IF ANY, ON FINAL CLOSE OUT AND AMENDMENT FOR ADDITIONAL SCOPE AND TIME FOR NEWCOME PARK PHASE I AND II (ADMINISTRATION)

Ed Wylie, Interim City Manager, introduced the item stated the final change order was for additional scope and items deleted from the original contract for value engineering purposes. He further stated the Construction Manager came in after the plans were substantially complete and additional items were needed to include additional manpower for Posada and anticipated Hubfest events. Mr. Wylie stated the amount for the change order was $264,676.96 and recommended approval.

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

G) CONSIDERATION AND ACTION, IF ANY, ON FINAL CLOSE OUT AND AMENDMENT FOR ADDITIONAL SCOPE AND TIME FOR THE JOSE "PEPE" SALINAS CIVIC CENTER (ADMINISTRATION)

Ed Wylie, Interim City Manager, introduced the item and stated the Civic Center was substantially complete. He stated the final change order was for additional scope and items deleted from the original contract for value engineering purposes and included additional items added such as canopies and lighting. He further recommended approval.

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

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

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 PORTION OF THE MEETING AGENDA IN ACCORDANCE WITH THE FOLLOWING BELOW

The time being 4:35 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.

ITEM 10. RECONVENE

The time being 5:03 p.m., Mayor Hernandez stated the commission would be resuming the open meeting.

ITEM 8. LEGAL

A) CONSULTATION WITH CITY ATTORNEY ON D&M VENTURES, LLC V. CITY OF PHARR, TEXAS, CAUSE NO. C-3205-16-E, IN THE 275TH JUDICIAL DISTRICT COURT OF HIDALGO COUNTY, TEXAS (LEGAL)

Ed Wylie, Interim City Manager, introduced the item and stated no action was necessary.

ITEM 11. ADJOURNMENT

There being no other business to come before the board, Comm. Guajardo **moved** to adjourn. Comm. Carrillo seconded the motion and when put to a vote, the motion carried unanimously. Meeting adjourned at 5:07 p.m.

CITY OF PHARR

AMBROSIO HERNANDEZ
MAYOR

STATE OF TEXAS
COUNTY OF HIDALGO
CITY OF PHARR

ON THIS THE 18th 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: June 1, 2020