

# City Council

200 North Brazil

Los Fresnos, TX 78566

## Regular Meeting

<http://citylf.cloudaccess.net/en/>

### ~ Minutes ~

Tuesday, March 8, 2016

6:00 PM

City Hall

#### Agenda

1. Call meeting to order  
Mayor Narvaez called the meeting to order at 6:05 PM.
2. Invocation and Pledge of Allegiance  
Mayor Narvaez gave the invocation and led the audience in the Pledge of Allegiance.

#### Presentation by Auditor

#### Presentation and ACTION on annual audit for fiscal year ending September 30, 2015 as presented by Long Chilton LLP.No Action

Mr. Milum stated that the audit was not complete as of today. A special meeting might have to be called for the audit to be presented and approved.

made a motion to approve Presentation and ACTION on annual audit for fiscal year ending September 30, 2015 as presented by Long Chilton LLP., seconded by the vote was .

#### Consent Agenda

#### Approval or rejection of the Minutes from February 9, 2016 meeting.Adopted

Motion was made and seconded to approve the Minutes from the February 9, 2016 meeting as presented.

Yolanda H. Cruz made a motion to approve Approval or rejection of the Minutes from February 9, 2016 meeting., seconded by Swain Real the vote was [Unanimous].

#### Approval or rejection of a Proclamation declaring April 11 - 17, 2016 as National Public Safety Telecommunicator's Week in the City of Los Fresnos.Adopted

Motion was made and seconded to approve the Proclamation declaring April 11-17, 2016 as National Public Safety Telecommunicator's Week.

Yolanda H. Cruz made a motion to approve Approval or rejection of a Proclamation declaring April 11 - 17, 2016 as National Public Safety Telecommunicator's Week in the City of Los Fresnos., seconded by Swain Real the vote was [Unanimous].

#### Approval or rejection for a Proclamation declaring the month of April as Fair Housing Month in the City of Los Fresnos.Adopted

Motion was made and seconded to approve the Proclamation declaring the month of April as Fair Housing Month.

Yolanda H. Cruz made a motion to approve Approval or rejection for a Proclamation declaring the month of April as Fair Housing Month in the City of Los Fresnos., seconded by Swain Real the vote was [Unanimous].

**Approval or rejection of a Proclamation declaring the month of March as National Athletic Training Month.**Adopted

Motion was made and seconded to approve the Proclamation declaring the month of March as National Athletic Training Month.

Yolanda H. Cruz made a motion to approve Approval or rejection of a Proclamation declaring the month of March as National Athletic Training Month., seconded by Swain Real the vote was [Unanimous].

**Approval or rejection of a Resolution authorizing the Mayor to execute an Advance Funding Agreement for a Transportation Alternatives Program MPO Selected Off-System for sidewalk project on FM 1847.**Adopted

Motion was made and seconded to approve the Resolution authorizing the Mayor to execute an Advance Funding Agreement for a Transportation Alternatives Program MPO Selected Off-System for sidewalk project on FM 1847 from Alvarez Court to SH 100 on both sides of the road.

Yolanda H. Cruz made a motion to approve Approval or rejection of a Resolution authorizing the Mayor to execute an Advance Funding Agreement for a Transportation Alternatives Program MPO Selected Off-System for sidewalk project on FM 1847., seconded by Swain Real the vote was [Unanimous].

**Approval or rejection of a Resolution authorizing Mayor to execute an Advance Funding Agreement for a Transportation Alternative Program Sidewalk Project on SH 100.**Adopted

Motion was made and seconded to approve a Resolution authorizing the Mayor to execute an Advance Funding Agreement for a Transportation Alternative Program MPO Selected Off-System for sidewalk project on SH 100 from Chruch's Chicken to Tapia's Cafe on the south side of road.

Yolanda H. Cruz made a motion to approve Approval or rejection of a Resolution authorizing Mayor to execute an Advance Funding Agreement for a Transportation Alternative Program Sidewalk Project on SH 100., seconded by Swain Real the vote was [Unanimous].

**Approval or rejection to acknowledge the financial report and cash investment report for the first quarter ending December 31, 2015.**Adopted

Motion was made and seconded to acknowledge the financial report and cash investment report for the first quarter ending December 31, 2015.

Yolanda H. Cruz made a motion to approve Approval or rejection to acknowledge the financial report and cash investment report for the first quarter ending December 31, 2015., seconded by Swain Real the vote was [Unanimous].

**Visitor Remarks - To speak you must sign in with City Secretary prior to the meeting and you have a limit of 3 minutes to speak.**

There were no comments.

Council Member Javier Mendez arrived at 6:10 PM

**Action Items**

**Consideration and ACTION to acknowledge the Los Fresnos Community Development expenditures for playground equipment at Memorial Park and if necessary for the City to provide additional funding.**Adopted

Mr. Milum showed the Board pictures of the proposals that the City had received and explained the difference between the playground equipment. He explained that the Park Advisory Board and the CDC had approved the Little Tykes playground equipment. The cost of the playground equipment is \$178,309 and the CDC Board has approved to pay 60% or \$106,985.40. The City would have to pay the remaining 40% or \$71,323.60. There is money available from the fund balance.

Mr. Milum answered questions from the Council.

Motion was made and seconded to approve the City Manager to negotiate the price of the Little Tykes playground equipment and for the City to pay 40% of the cost and approved the Community Development expenditures to fund 60% of the playground equipment at Memorial Park.

Javier Mendez made a motion to approve Consideration and ACTION to acknowledge the Los Fresnos Community Development expenditures for playground equipment at Memorial Park and if necessary for the City to provide additional funding., seconded by Yolanda H. Cruz the vote was [Unanimous].

**Consideration and ACTION to approve the Engineering Contracts for the Transportation Alternative Program Sidewalk Projects.**Adopted

Mr. Milum stated that this is a TxDot grant for sidewalks. The rating committee had rated Naismith Engineering as the highest and the Council had approved Naismith Engineering at their last meeting and instructed the City Manager to negotiate contracts.

There are two separate contracts, one for sidewalks from Alvarez Court on FM 1847 to SH 100 on both sides of the road and the other contract is for sidewalks on SH 100 from Oleander Street to Longhorn Lane on the south side only. Both contracts are within the standard amount just under 18%.

Mr. Milum answered questions from the Council.

Motion was made and seconded to approve the contracts with Naismith Engineering for the TxDot sidewalks projects.

Polo Narvaez made a motion to approve Consideration and ACTION to approve the Engineering Contracts for the Transportation Alternative Program Sidewalk Projects., seconded by Gary Minton the vote was [Unanimous].

**Consideration and ACTION to employ a licensed operator for the water and wastewater plants.****Adopted**

Mr. Milum explained that for several years Mr. Salazar and him have been looking for a person to be a hands on operator for the water and sewer plants. Government regulations continue to increase and changes are difficult to keep track of and implement for one person especially when tasked with so many other items to oversee. We need a person that specializes in water and sewer and can solely focus on the plants. After Carlos Barbosa retired the City has not hired a person to take his place. If we upgrade the position from \$13.18 to \$16 per hour which would be a minimum it would impact the budget by \$1,778 and if we do a maximum of \$17 per hour it would impact the budget by \$4,116.

Mr. Milum answered questions from the Council.

Motion was made and seconded to authorize the City Manager to hire a licensed operator for the water and wastewater plants not to exceed \$17 per hour.

Swain Real made a motion to approve Consideration and ACTION to employ a licensed operator for the water and wastewater plants., seconded by Javier Mendez the vote was [Unanimous].

**Consideration and ACTION to appoint a person to the Los Fresnos Planning & Zoning Commission.****No Action**

No action was taken.

made a motion to approve Consideration and ACTION to appoint a person to the Los Fresnos Planning & Zoning Commission., seconded by the vote was .

**Consideration and ACTION to appoint a person to the Los Fresnos Housing Authority.****No Action**

No action was taken.

made a motion to approve Consideration and ACTION to appoint a person to the Los Fresnos Housing Authority., seconded by the vote was .

### **Update by City Manager**

### **A. Wastewater Plant Expansion B. Los Fresnos Nature Park C. Hazardous Mitigation Plan D. Hike & Bike Trails E. Certificates of Obligation** **No Action**

A. Wastewater Plant Expansion - Naismith Engineering is working on changing the scope of work to reduce the amount of expansion to be able to get it within the available funds. We should have something to decide upon in the next 2 months.

B. Los Fresnos Nature Park - Meetings are taking place to begin the process of design.

C. Hazardous Mitigation Plan - All of the assessments have been done. The Cities met on Wednesday to begin the next phase with involvement from all stakeholders. As we move along I will bring items to you for your review. If the Council has items that they would like to see put in the mitigation plan please let him know. He has drainage for different areas in the City. Also, it was suggested to put sirens in different sections of the City for emergencies.

D. Hike & bike Trails - Meetings are taking place to begin the process of design. Surveying will begin soon.

E. Certificates of Obligation - The Water Line Loop Project is complete. The West Ocean Lift Station and Force Main Project is complete and operational. They are taking down the old life station so Lopez will have that part of the property back for them to use. Evergreen Street has been on hold due to the contractor damaging an A T & T line. Work should be complete in about 2 weeks. We will be having Estrada Hinojosa give the Council some information on possible debt and how that will affect and how much we might want to borrow for the City Hall, Police Department, water extensions, sewer extensions, street repairs, park upgrades, etc. This meeting will probably be at the April meeting since we just got the sales tax information from Walmart sales in December.

Mr. Milum answered questions from the Council.

made a motion to approve A. Wastewater Plant Expansion B. Los Fresnos Nature Park C. Hazardous Mitigation Plan D. Hike & Bike Trails E. Certificates of Obligation, seconded by the vote was .

### **Department Head Reports**

**Financial Report 1. Monthly 2. Year-to-Date**No Action

Mr. Milum answered questions from the Council.

made a motion to approve Financial Report 1. Monthly 2. Year-to-Date, seconded by the vote was .

**Pubic Works Report 1. Water and Wastewater Acitivy 2. Calls for Service 3. Building Permits 4. Recycling**No Action

Mr. Milum answered questions from the Council.

made a motion to approve Pubic Works Report 1. Water and Wastewater Acitivy 2. Calls for Service 3. Building Permits 4. Recycling, seconded by the vote was .

**Police Department Report 1. Arrests 2. Incidents 3. Accidents**No Action

Mr. Milum answered questions from the Council.

made a motion to approve Police Department Report 1. Arrests 2. Incidents 3. Accidents, seconded by the vote was .

**Municipal Court Report 1. Monthly Report**No Action

Mr. Milum answered questions from the Council.

made a motion to approve Municipal Court Report 1. Monthly Report, seconded by the vote was .

**Library Report 1. Monthly Report**No Action

Mr. Milum answered questions from the Council.

made a motion to approve Library Report 1. Monthly Report, seconded by the vote was .

**Fire Marshall's Report 1. Monthly Report**No Action

Mr. Milum answered questions from the Council.

made a motion to approve Fire Marshall's Report 1. Monthly Report, seconded by the vote was .

9. Adjournment

Mayor Narvaez adjourned the meeting at 6:50 PM.

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Presiding Officer of the Council

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Recorder