

City Council

200 North Brazil

Regular Meeting

Los Fresnos, TX 78566

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

~ Minutes ~

Tuesday, March 13, 2018

6:00 PM

City Hall

Agenda

1. Call meeting to order

The meeting was called to order at 6:00 PM by Mayor Narvaez.

2. Invocation and Pledge of Allegiance

Mr. Milum led the invocation and led the audience in the Pledge of Allegiance.

Consent Agenda

Consideration and ACTION to approve the Minutes from February 13, 2018 & February 27, 2018. Adopted

Motion was made and seconded to approve the minutes from February 13, 2018 & February 27, 2018.

Javier Mendez made a motion to approve Consideration and ACTION to approve the Minutes from February 13, 2018 & February 27, 2018., seconded by Polo Narvaez the vote was [Unanimous].

Approval or Rejection to acknowledge the Financial Report and Cash Investment Report for the quarter ended as of December 31, 2017. Adopted

Motion was made and seconded to acknowledge the Financial Report and Cash Investment Report for the quarter ended as of December 31, 2017.

Javier Mendez made a motion to approve Approval or Rejection to acknowledge the Financial Report and Cash Investment Report for the quarter ended as of December 31, 2017., seconded by Polo Narvaez the vote was [Unanimous].

Consideration and ACTION to approve change order #1 for the Welcome Sign for the upgrade in the digital display part of the sign. Adopted

Motion was made and seconded to approve change order #1 for the Welcome Sign for the upgrade in the digital display part of the sign.

Javier Mendez made a motion to approve Consideration and ACTION to approve change order #1 for the Welcome Sign for the upgrade in the digital display part of the sign., seconded by Polo Narvaez the vote was [Unanimous].

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

There were no comments.

Action Items**Consideration and ACTION to approve change Order #1 for the Los Fresnos Nature Park Trails Phase II Adopted**

Mr. Milum reminded the council when we originally received bids we did not include the waterline and master water meter because all bids varied and were high. The funds will come out of the Water & Sewer fund we will move some money we had budgeted for some fencing needed for the Water Plant.

It is important we get the waterline installed for the water fountain and the building area.

Mr Milum showed a slide on the projector of the park layout. He and Anna Smith, the city's engineer who was also present, described the purpose of the waterline and where it would be placed in the park

Mr. Milum and Mrs. Smith answered questions for the council.

Motion was made and seconded to approve the change order #1 for the Los Fresnos Nature Park Trail Phase II.

Javier Mendez made a motion to approve Consideration and ACTION to approve change Order #1 for the Los Fresnos Nature Park Trails Phase II, seconded by Polo Narvaez the vote was [Unanimous].

Consideration and ACTION to approve Change Order #2 For the Montes-Castro Park. Adopted

Mr. Milum explained to the council the requirements that Texas Parks & Wildlife were requesting and how it would affect the budget. Requirements included trees or a shade structure over each bench, drip station for butterflies that would be disguised in the bolder and a side by side ADA fountain. Mr. Milum did not know why Texas Parks & Wildlife did not notice in the beginning that the fountain had to be side by side but we would comply.

Mr. Milum and Mrs. Smith answered questions for the council.

Motion was made and seconded to approve the Change order #2 for the Montes-Castro Park.

Polo Narvaez made a motion to approve Consideration and ACTION to approve Change Order #2 For the Montes-Castro Park., seconded by Javier Mendez the vote was [Unanimous].

Consideration and ACTION to approve an irrigation system at Montes-Castro Park. Adopted

Mr. Milum reminded the council the when we originally went out for bids it was recommended to the council they go out later for bids on irrigation part because the bids varied from \$6,000-\$30,000. The city engineers estimated it would be around \$3,000.

Mr. Milum explained the purpose of the irrigation system and answered questions from the council.

The motion was made and seconded to approve an irrigation system at Montes-Castro Park.

Polo Narvaez made a motion to approve Consideration and ACTION to approve an irrigation system at Montes-Castro Park., seconded by Yolanda H. Cruz the vote was [Unanimous].

Consideration and ACTION of the building inspectors report and required notices on the condition of a building and set a date, time and place for a hearing and take action as necessary.Adopted

Mr. Milum explained the process we go through when a structure needs to be repaired or demolished. He gave the council the location of the building and the history of buildings use and the owners background. Copies of the letters notifying the owner, the building inspectors reports, code sections were giving to the council in the agenda packet as well as pictures.

Mr Milum explained each document and answered questions for the council.

Motion was made and seconded to approve to set a public hearing on April 10th 2018 at 6:00 PM at City Hall to take action as necessary on the building.

Council member abstained because she was related to the owners.

Juan Munoz made a motion to approve Consideration and ACTION of the building inspectors report and required notices on the condition of a building and set a date, time and place for a hearing and take action as necessary., seconded by Javier Mendez the vote was [Unanimous].

Consideration and ACTION to approve the first reading of Ordinance 491 on providing rules and regulations for mobile food vendor courts/parks and mobile food vendors located in mobile food vendor courts/parks.Adopted

Mr. Milum explained what a mobile food vendor was. We currently do not have anything to regulate them, this ordinance would help us do so. Ordinances from other cities were looked at and put together to create one for Los Fresnos.

Mr. Milum explained the ordinance and what we would require from the mobile food vendor parks and answered questions for the council.

Motion was made and seconded to approve the first reading of Ordinance 491.

Polo Narvaez made a motion to approve Consideration and ACTION to approve the first reading of Ordinance 491 on providing rules and regulations for mobile food vendor courts/parks and mobile food vendors located in mobile food vendor courts/parks., seconded by Javier Mendez the vote was [Unanimous].

Consideration and ACTION to approve the building inspector-plan reviewer job description.Adopted

Mr. Milum explained to the council that hiring a full time building inspector/plan review had been something that was discussed in the past. Job descriptions from other cities were looked at and combined with some of the things we wanted in a building inspector/plan reviewer.

Mr. Milum discussed the job description and answered questions from the council.

Javier Mendez made a motion to approve Consideration and ACTION to approve the building inspector-plan reviewer job description., seconded by Polo Narvaez the vote was [Unanimous].

Consideration and ACTION to develop goals for a 1 year & 5 year Plan for the Community Development Corporation.No Action

Mr. Milum let the council know the CDC discussed their goals for a 1 year and 5 year plan. Mr. Mendez asked that this be placed on the agenda. He explained one of the goals was hiring a retail recruitment firm. Mr. Mendez explained to the council why a firm would be good for the city.

Mr. Milum discussed and answered questions from the council on hiring a retail recruitment firm.

No action was taken.

made a motion to approve Consideration and ACTION to develop goals for a 1 year & 5 year Plan for the Community Development Corporation., seconded by the vote was .

Acknowledgement City Managers Report

Acknowledgement of City Manager's Report A. Wastewater Plant Update B. Water Plant Update C. Water & Wastewater Engineering Study D. Whipple Road Wastewater Extension E. Nature Park F. Hike & Bike Trails G. Montes-Castro Park H. Welcome Sign I. CBDG 2017-2018 Grant J. Henderson Road Project K. City Hall Project L.

Building Inspections M. Canal Underground N. Sports Fields O. Dog Park P. Development & Annexation Plans Q. Planning & Zoning Ordinance Update R. Economic Development Adopted

Mr. Milum asked the council if they had any specific questions. Mr. Narvaez asked about the work that was being done at the Nature Park. Mr. Milum was happy he asked because a lot was being done. The trail was cleared, they were working on the concrete siding on the trail. The area for where the amphitheatre would be, was cleared. Everything looks good. Mark also explained concerns citizens had that lived across the resaca and discussed them with the council.

Mr. Milum and Mrs. Smith discussed the landscaping for the park and answered questions for the council.

Mr. Mendez asked for the status on the Whipple Road Wastewater extension. Mr. Milum stated people were not being corporative in giving easements but was working on it. Mrs. Smith had everything ready to go for bids but wanted to get the easements cleared first.

Mr. Narvaez asked about the Planing & Zoning Ordinance. Mr. Milum explained it was something that had been discussed before which was to update the Planning & Zoning Ordinance, that was old, out of date and hard to follow.

Motion was made and seconded to acknowledge the City Managers Report.

Polo Narvaez made a motion to approve Acknowledgement of City Manager's Report A. Wastewater Plant Update B. Water Plant Update C. Water & Wastewater Engineering Study D. Whipple Road Wastewater Extension E. Nature Park F. Hike & Bike Trails G. Montes-Castro Park H. Welcome Sign I. CBDG 2017-2018 Grant J. Henderson Road Project K. City Hall Project L. Building Inspections M. Canal Underground N. Sports Fields O. Dog Park P. Development & Annexation Plans Q. Planning & Zoning Ordinance Update R. Economic Development, seconded by Yolanda H. Cruz the vote was [Unanimous].

Acknowledgement of Department Head Reports

Mr. Milum wanted to mention that Mr. Mendez asked we add the sales tax report monthly which we did and it would be part of the packet from now on.

Mr. Milum explained the report to the council and answered questions.

Motion was made and seconded to acknowledge the Department Head Reports.

Financial Report 1. Monthly 2. Year to Date 3. Sales Tax ReportAdopted

Motion was made and seconded to acknowledge the Financial Report.

Polo Narvaez made a motion to approve Financial Report 1. Monthly 2. Year to Date 3. Sales Tax Report, seconded by Juan Munoz the vote was [Unanimous].

Public Works Report 1. Waste and Wastewater Activity 2. Calls for Service 3. Recycling 4. Building PermitsAdopted

Motion was made and seconded to acknowledge the Public Works Report.

Polo Narvaez made a motion to approve Public Works Report 1. Waste and Wastewater Activity 2. Calls for Service 3. Recycling 4. Building Permits, seconded by Juan Munoz the vote was [Unanimous].

Police Department Report 1. Arrest 2. Incidents 3. AccidentsAdopted

Motion was made and seconded to acknowledge the Police Department Report.

Polo Narvaez made a motion to approve Police Department Report 1. Arrest 2. Incidents 3. Accidents, seconded by Juan Munoz the vote was [Unanimous].

Municipal Court Report 1. Monthly ReportAdopted

Motion was made and seconded to acknowledge the Municipal Court Report.

Polo Narvaez made a motion to approve Municipal Court Report 1. Monthly Report, seconded by Juan Munoz the vote was [Unanimous].

Library Report 1. Monthly ReportAdopted

Motion was made and seconded to acknowledge the Library Report.

Polo Narvaez made a motion to approve Library Report 1. Monthly Report, seconded by Juan Munoz the vote was [Unanimous].

Fire Marshal's Report 1. Monthly ReportAdopted

Motion was made and seconded to acknowledge the Fire Marshal's Report.

Polo Narvaez made a motion to approve Fire Marshal's Report 1. Monthly Report, seconded by Juan Munoz the vote was [Unanimous].

Closed Session - Deliberation pursuant to Section 551.071, Title 5 of the Texas Government Code, the Texas Open Meetings Act regarding the following.

- Deliberation pursuant to Section 551.071, Title 5 of the Texas Government Code, the Texas Open Meetings Act regarding the following.

Closed Session - To deliberate pursuant to Section 551.071, Title 5 of the Texas Government Code, the Texas Open Meetings Act regarding pending or contemplated litigation.No Action

Mayor Narvaez recessed the meeting for Closed Session at 7:16 PM.

made a motion to approve Closed Session - To deliberate pursuant to Section 551.071, Title 5 of the Texas Government Code, the Texas Open Meetings Act regarding pending or contemplated litigation., seconded by the vote was .

Open Session – Deliberation and possible action regarding the following:

Open Session - Deliberation and possible action regarding the pending or contemplated litigation.No Action

Mayor Narvaez called the meeting back to order at 7:35 PM and stated no action would be taken.

made a motion to approve Open Session - Deliberation and possible action regarding the pending or contemplated litigation., seconded by the vote was .

10. Adjournment

The meeting was closed at 7:36 PM.

Presiding Officer of the Council

Recorder