

# City Council

200 North Brazil

## Regular Meeting

Los Fresnos, TX 78566

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

### ~ Minutes ~

Tuesday, September 10, 2019

6:00 PM

City Hall

#### Agenda

- A. Call meeting to order
- B. Invocation and Pledge of Allegiance

Mr. Milum gave the invocation and led the audience in the pledge of allegiance.

#### Consent Agenda

Mayor Narvaez asked the council if they had any questions or concerns on the consent agenda.

Council member Juan Munoz requested to pull consent item 3.

#### Consideration and ACTION to approve the minutes from August 13, 2019. Adopted

Motion was made and seconded to approve the minutes from August 13, 2019.

Polo Narvaez made a motion to approve Consideration and ACTION to approve the minutes from August 13, 2019., seconded by Swain Real the vote was [Unanimous].

#### Consideration and ACTION to approve a Proclamation designating October 6-12, 2019 as Fire Prevention Week and Firefighters Appreciation Week. Adopted

Motion was made and seconded to approve a Proclamation designating October 6-12, 2019 as Fire Prevention Week and Firefighters Appreciation Week.

Polo Narvaez made a motion to approve Consideration and ACTION to approve a Proclamation designating October 6-12, 2019 as Fire Prevention Week and Firefighters Appreciation Week., seconded by Swain Real the vote was [Unanimous].

#### Consideration and ACTION to surplus out the Senior Citizen Van and to authorize City Manager to sell to the highest bidder. Adopted

Mr. Munoz suggested for the item to be tabled for the next meeting. Mr. Munoz stated he had requested information from Mr. Milum on previous approved surplus items and he had not received them.

Mr. Milum explained the city had not sold the items previously approved. The city planned to sell the item on online but it was too difficult. Mr. Milum would like to add this to the surplus list and advertise on the newspaper and social media. Once they are sold he will have the information for the council. Mr. Milum stated he was ok with tabling the item if that is what the council decided.

Mr. Munoz explained that was ok as long as Mr. Milum would provide the information requested.

Mr. Milum answered questions for the council.

Mr. Munoz withdrew his suggestion to table the item..

Motion was made and seconded to approve to surplus out the Senior Citizen Van and to authorize City Manager to sell to the highest bidder with the condition that Mr. Milum would report the results of the items sold by the next meeting if possible.

Juan Munoz made a motion to approve Consideration and ACTION to surplus out the Senior Citizen Van and to authorize City Manager to sell to the highest bidder., seconded by James Herrera the vote was [Unanimous].

**Consideration and ACTION to approve the Los Fresnos CDC to participating in the Lower Rio Grande Valley Development Council ExploreRGV Regional Marketing Plan Contribution.**Adopted

Motion was made and seconded to approve the Los Fresnos CDC to participating in the Lower Rio Grande Valley Development Council ExploreRGV Regional Marketing Plan Contribution.

Polo Narvaez made a motion to approve Consideration and ACTION to approve the Los Fresnos CDC to participating in the Lower Rio Grande Valley Development Council ExploreRGV Regional Marketing Plan Contribution., seconded by Swain Real the vote was [Unanimous].

**Consideration and ACTION to approve the second reading of Ordinance 503 adopting the budgets for fiscal year 2019/2020.**Adopted

Motion was made and seconded to approve the second reading of Ordinance 503 adopting the budgets for fiscal year 2019/2020.

Polo Narvaez made a motion to approve Consideration and ACTION to approve the second reading of Ordinance 503 adopting the budgets for fiscal year 2019/2020., seconded by Swain Real the vote was [Unanimous].

**Consideration and ACTION to approve the second reading of Ordinance 504 approving the 2019 tax roll and levying municipal ad valorem taxes for the use, benefit and support of the City and directing the assessment and collection thereof.**Adopted

Motion was made and seconded to approve the second reading of Ordinance 504 approving the 2019 tax roll and levying municipal ad valorem taxes for the use, benefit and support of the City and directing the assessment and collection thereof.

Polo Narvaez made a motion to approve Consideration and ACTION to approve the second reading of Ordinance 504 approving the 2019 tax roll and levying municipal ad valorem taxes for the use, benefit and support of the City and directing the assessment and collection thereof., seconded by Swain Real the vote was [Unanimous].

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

Mr. Narvaez read the request made by Nolan Mathews requesting to speak about having dances at the Senior Citizen Center and the quality of work done on the sidewalks at Cuates Resaca Subdivision.

Mr. Mathews explained his proposals to have dances at the Senior Citizen Center. Mr. Mathew explained his concerns about the sidewalk that was repaired in his neighborhood. He wanted to put his concerns on record because he did not feel there was a good job done.

Mr. Narvaez suggested he make an appointment with Mr. Milum to further discuss the issue.

Mr. Narvaez introduced Mr. James Keillor stating he would like to talk about new policy for city construction projects.

Mr. Keillor would like to suggest the item be placed on the agenda to develop a policy to address construction projects in the city. Mr. Keillor explained what he felt was wrong with the sidewalk project in Cuates Subdivision. He feels the city should not manage the renovation on the current city hall the way the sidewalk project was managed. Mr. Keillor expressed his concerns about the maintenance needed in the current city hall. He encouraged the council to place it on the agenda and come up with a policy for construction projects.

Mr. Narvaez thanked Mr. Keillor and advised him to schedule a meeting with Mr. Milum to discuss his request further.

Mr. Narvaez introduced the next citizen, Jose Luis Amaya.

Mr. Amaya introduced himself. He thanked the council for the letter that is sent out to the citizens on the brush pickup. He explained the pickup days for the month and stated he had appliances that had not been picked up. He claimed to have called the city and never heard back. He asked the council who was responsible to check on the jobs that are done in the city. He feels somebody with the city should be assigned to make sure jobs around the city are being done right.

Mr. Narvaez suggested he make an appointment with Mr. Milum to further discuss the issue.

### **Action Items**

**Consideration and ACTION to approve Resolution 14-2019 requesting financial assistance from the Texas Water Development Board for constructing various public improvements to the city's drinking water utility system; authorizing the city's financial advisors, bond counsel, and engineers to coordinate the submission of the application to the Texas Water Development Board; and other matters in connection therewith.**Adopted

Mr. Milum commented the resolution was the submission allowing the city to apply for the water system upgrades the council had been discussing in previous meetings.

Motion was made and seconded to approve Resolution 14-2019 requesting financial assistance from the Texas Water Development Board for constructing various public improvements to the city's drinking water utility system; authorizing the city's financial advisors, bond counsel, and engineers to coordinate the submission of the application to the Texas Water Development Board; and other matters in connection therewith.

James Herrera made a motion to approve Consideration and ACTION to approve Resolution 14-2019 requesting financial assistance from the Texas Water Development Board for constructing various public improvements to the city's drinking water utility system; authorizing the city's financial advisors, bond counsel, and engineers to coordinate the submission of the application to the Texas Water Development Board; and other matters in connection therewith., seconded by Joe Collinsworth the vote was [Unanimous].

**Consideration and ACTION to approve Resolution 15-2019 requesting financial assistance from the Texas Water Development Board for constructing various public improvements to the city's clean water utility system; authorizing the city's financial advisors, bond counsel, and engineers to coordinate the submission of the application to the Texas Water Development Board; and other matters in connection therewith.**Adopted

Mr. Milum commented the resolution was the submission allowing the city to apply for the sewer system upgrades the council had been discussing in previous meetings.

Mr. Munoz asked if this was also approving the city's financial advisors, bond counsel and engineers . Mr. Milum explained they had already done that.

Mr. Munoz asked if the city had 2 engineers working on the project Guzman & Munoz and the city engineers. Mr. Milum explained that Hanson Professional Services was the city engineers but for specific projects, engineers are rated and the Council decides the engineer on each one. On this particular project Guzman & Munoz Engineering was chosen by the Council.

Mr. Munoz said yes but he didn't want to happen like in the contract before that the city did not have two bids on the contracts for example the Rodeo Drive and Memorial Drive.

Mr. Milum explained the city did do contracts. Mr. Munoz answered he knew that but it wasn't bided out because it was a separate contract so he wants to be careful on what he approves. Mr. Milum explained the project was bid out and the contracts were done for the Rodeo Drive and Memorial Drive street projects using the same bid prices.

Motion was made and seconded to approve Resolution 15-2019 requesting financial assistance from the Texas Water Development Board for constructing various public improvements to the city's clean water utility system; authorizing the city's financial advisors, bond counsel, and engineers to coordinate the submission of the application to the Texas Water Development Board; and other matters in connection therewith.

Swain Real made a motion to approve Consideration and ACTION to approve Resolution 15-2019 requesting financial assistance from the Texas Water Development Board for constructing various public improvements to the city's clean water utility system; authorizing the city's financial advisors, bond counsel, and engineers to coordinate the submission of the application to

the Texas Water Development Board; and other matters in connection therewith., seconded by Yolanda H. Cruz the vote was [Unanimous].

**Consideration and ACTION to approve an amendment to the existing engineering contract with Guzman & Munoz Engineering and Work Authorization NO. 4 for the purpose to prepare the final plans and specifications, bid package along with construction services for the Texas Water Development Board 2019 SFY - DWSRF Project (water) that is within the funding requested by the City for construction.**Adopted

Mayor Narvaez explained that his understanding was that this item is also tied in to the previous items and the city needed to continue the contract so that the city will be able to apply for the funding. Mr. Milum answered yes he explained the process and answered questions for the council.

Motion was made and seconded to approve an amendment to the existing engineering contract with Guzman & Munoz Engineering and Work Authorization NO. 4 for the purpose to prepare the final plans and specifications, bid package along with construction services for the Texas Water Development Board 2019 SFY - DWSRF Project (water) that is within the funding requested by the City for construction.

Polo Narvaez made a motion to approve Consideration and ACTION to approve an amendment to the existing engineering contract with Guzman & Munoz Engineering and Work Authorization NO. 4 for the purpose to prepare the final plans and specifications, bid package along with construction services for the Texas Water Development Board 2019 SFY - DWSRF Project (water) that is within the funding requested by the City for construction., seconded by Swain Real the vote was [Unanimous].

**Consideration and ACTION to approve an amendment to the existing engineering contract with Guzman & Munoz Engineering and Work Authorization NO. 5 for the purpose to prepare the final plans and specifications, bid package along with construction services for the Texas Water Development Board 2019 SFY - CWSRF Project (sewer) that is within the funding requested by the City for construction.**Adopted

Mayor Narvaez explained it was the same as the previous items only it was for waste water. Mr. Milum agreed. Mr. Milum and Mr. Jose Munoz with Guzman & Munoz Engineering answered questions for the board.

Motion was made and seconded to approve an amendment to the existing engineering contract with Guzman & Munoz Engineering and Work Authorization NO. 5 for the purpose to prepare the final plans and specifications, bid package along with construction services for the Texas Water Development Board 2019 SFY - CWSRF Project (sewer) that is within the funding requested by the City for construction.

Swain Real made a motion to approve Consideration and ACTION to approve an amendment to the existing engineering contract with Guzman & Munoz Engineering and Work Authorization NO. 5 for the purpose to prepare the final plans and specifications, bid package along with construction services for the Texas Water Development Board 2019 SFY - CWSRF Project

(sewer) that is within the funding requested by the City for construction., seconded by Yolanda H. Cruz the vote was [Unanimous].

**Consideration and ACTION to approve the bids received for the following: A. Pest Control B. Official Newspaper C. Lot Mowing D. Vehicle Maintenance/Oil Change E. Vehicle Washing F. Cleaning Supplies G. Chemicals H. Vehicle Tire Maintenance**Adopted

Mr. Milum explained he listed all of the agreements in his notes and the agenda packets included copies of the agreements and bid tabulations. He recommended approval from the council.

Council member James Herrera commented that at the last meeting the Chief of Police mentioned the oil in the police units is changed every 3,000 miles. He has checked about 5 different engineering companies and online they all say it can be done every 5,000 to 6,000 miles with the modern vehicle.

Mr. Milum explained it the oil is changes every 3,000 miles only on the patrol vehicles not the other staff vehicles but it could be changed if the council would like them to.

Mr. Milum and the council discussed the oil maintenance process.

Motion was made and seconded to approve the bids received for the following: A. Pest Control, B. Official Newspaper C. Lot Mowing, D. Vehicle Maintenance/Oil Change, E. Vehicle Washing, F. Cleaning Supplies, G. Chemicals, H. Vehicle Tire Maintenance.

Swain Real made a motion to approve Consideration and ACTION to approve the bids received for the following: A. Pest Control B. Official Newspaper C. Lot Mowing D. Vehicle Maintenance/Oil Change E. Vehicle Washing F. Cleaning Supplies G. Chemicals H. Vehicle Tire Maintenance, seconded by Yolanda H. Cruz the vote was [Unanimous].

**Consideration and ACTION to reappoint or appoint members to the Park Advisory Board.**Adopted

Mr. Milum explained both members Adan Cruz and Robert Garza would like to continue to serve on the Park Advisory Board.

Motion was made and seconded to re appoint Adan Cruz and Robert Garza to the Park Advisory Board.

James Herrera made a motion to approve Consideration and ACTION to reappoint or appoint members to the Park Advisory Board., seconded by Joe Collinsworth the vote was [Unanimous].

**Consideration and ACTION to reappoint or appoint members to the Planning & Zoning Commission.**Adopted

Mr. Milum explained there was three member whose terms are up in October. Abran Ortega, will no longer be able to serve. The other two member would like to continue to serve they are Larry Meade and Javier Rodriguez.

Mr. Milum stated there was not any applicants at that time. If the council had any suggestions they could have the applicant fill out an application.

Motion was made and seconded to re appoint Larry Meade and Javier Rodriguez.

Polo Narvaez made a motion to approve Consideration and ACTION to reappoint or appoint members to the Planning & Zoning Commission., seconded by Joe Collinsworth the vote was [Unanimous].

**Consideration and ACTION to reappoint or appoint of members to the Los Fresnos Housing Authority.**Adopted

Mr. Milum listed the three members who's term was going to expire. He explained that Barbara Rodriguez would no longer like to serve, Manuel Abrego and Linda Ramirez would like to continue to serve. He explained a member of the Los Fresnos Housing Authority suggested an individual but they did not submit the application yet.

Motion was made and seconded to reappoint Manuel Abrgeo, Linda Ramirez and await the naming of the other individual for appointment or any other interested in the position.

Polo Narvaez made a motion to approve Consideration and ACTION to reappoint or appoint of members to the Los Fresnos Housing Authority., seconded by James Herrera the vote was [Unanimous].

**Acknowledgement of City Manager's Report**

**City Manager 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. CDBG Disaster Grant H. Henderson Road Project I. City Hall Project J. Update Planning & Zoning Ordinance K. Drainage Update**Adopted

Mr. Mium reported approximately \$67,040 funds remain for the Nature Park. The city awaits for bids to come in on the Hike & Bike Trails to be sure there are adequate funds to complete that project since the remaining funds can also be used for the trails. Mr. Milum is working with Holiday Out RV Park to come into an agreement to utilize a portion of the property for the trail. Mr. Milum explained his plans for the trail. Mr. Milum gave the council an update on the disaster grant, Henderson Road project and drainage. Mr. Milum answered questions for the council. Mr. Milum updated the council on the comments made in earlier in the meeting.

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

Polo Narvaez made a motion to approve City Manager 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. CDBG Disaster Grant H. Henderson Road Project I. City Hall Project J. Update Planning & Zoning Ordinance K. Drainage Update, seconded by Joe Collinsworth the vote was [Unanimous].

**Acknowledgement of Department Head Reports**

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

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, seconded by Swain Real the vote was [Unanimous].

**Public Works Report 1. Water and Wastewater Activity 2. Calls for Service 3. Building Permits 4. Recycling****Adopted**

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

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

**Police Department 1. Arrests 2. Incidents 3. Accidents****Adopted**

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

Polo Narvaez made a motion to approve Police Department 1. Arrests 2. Incidents 3. Accidents, seconded by Swain Real the vote was [Unanimous].

**Municipal Court 1. Monthly Report****Adopted**

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

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

**Library Report 1. Monthly Report****Adopted**

Motion was made and seconded to acknowledge the Library report.

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

**Fire Marshal's Report 1. Monthly Report****Adopted**

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 Swain Real the vote was [Unanimous].

H. Adjournment

Mayor Narveaz adjourned the meeting at 6:58 p.m.

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Presiding Officer of the Council

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Recorder