

City Council

200 North Brazil

Los Fresnos, TX 78566

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

Regular Meeting

~ Minutes ~

Tuesday, September 11, 2018

6:00 PM

City Hall

Agenda

1. Call meeting to order

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

2. Invocation and Pledge of Allegiance

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

Consent Agenda

Mr. Milum asked the Mayor if he could pull item 2 because there was a change to it. Council member Munoz asked to pull item 3. Mayor Narvaez pulled item 2 & 3 for further discussion.

Consideration and ACTION to approve the minutes from August 14, 2018, August 23, 2018 & August 28, 2018. Adopted

Motion was made and seconded to approve the minutes from August 14, 2018, August 23, 2018 & August 28, 2018.

Polo Narvaez made a motion to approve Consideration and ACTION to approve the minutes from August 14, 2018, August 23, 2018 & August 28, 2018., seconded by Javier Mendez the vote was [Unanimous].

Consideration and ACTION to approve the Community Development Corporation funding for the Cowboy Cook Off & Concert. Adopted

Mr. Milum explained that he mirrored what CDC had approved last year for the cook off which was the \$1,000 sponsorship however after further discussion the CDC board decided to become a Friday Concert Sponsor for \$1,500. The agreement the Council had before them was just approving what the CDC had already approved.

Mr. Milum answered questions for the board.

Motion was made and seconded to approve the Community Development Corporation funding for \$1,500 for the Los Fresnos Cowboy Cook-off.

Polo Narvaez made a motion to approve Consideration and ACTION to approve the Community Development Corporation funding for the Cowboy Cook Off & Concert., seconded by Yolanda H. Cruz the vote was [Unanimous].

Consideration and ACTION to approve Resolution 7-2018 promoting increasing voter registration and voter turnout. Adopted

Mr. Milum explained that this resolution is one that most cities have been doing. It is to promote citizens to go out and vote this upcoming election.

Mr. Milum answered questions for the Council.

Motion was made and seconded to approve Resolution 7-2018 promoting increasing voter registration and voter turnout.

Javier Mendez made a motion to approve Consideration and ACTION to approve Resolution 7-2018 promoting increasing voter registration and voter turnout., seconded by Yolanda H. Cruz the vote was [Unanimous].

Consideration and ACTION to approve Resolution 8-2018 opposing the 10% increase proposed by the Texas Windstorm Insurance Association.Adopted

Motion was made and seconded to approve Resolution 8-2018 opposing the 10% increase proposed by the Texas Windstorm Insurance Association.

Polo Narvaez made a motion to approve Consideration and ACTION to approve Resolution 8-2018 opposing the 10% increase proposed by the Texas Windstorm Insurance Association., seconded by Javier Mendez the vote was [Unanimous].

Consideration and ACTION to approve Resolution 9-2018 that authorizes submission of a Texas Community Development Block Grant Program application to the Texas Department of Agriculture for a 2018 Disaster Relief fund grant award to construct street and drainage improvements and building repairs.Adopted

Motion was made and seconded to approve Resolution 9-2018 that authorizes submission of a Texas Community Development Block Grant Program application to the Texas Department of Agriculture for a 2018 Disaster Relief fund grant award to construct street and drainage improvements and building repairs.

Polo Narvaez made a motion to approve Consideration and ACTION to approve Resolution 9-2018 that authorizes submission of a Texas Community Development Block Grant Program application to the Texas Department of Agriculture for a 2018 Disaster Relief fund grant award to construct street and drainage improvements and building repairs., seconded by Javier Mendez the vote was [Unanimous].

Consideration and ACTION on adoption of a Citizen Participation Plan to be followed during implementation of Texas Community Development Block Grant Program project.Adopted

Motion was made and seconded to approve the adoption of a Citizen Participation Plan to be followed during implementation of Texas Community Development Block Grant Program.

Polo Narvaez made a motion to approve Consideration and ACTION on adoption of a Citizen Participation Plan to be followed during implementation of Texas Community Development Block Grant Program project., seconded by Javier Mendez the vote was [Unanimous].

Consideration and ACTION to a approve a Local Agreement between Cameron County District Attorney's Office and Los Fresnos Police Department pertaining to seized and forfeited property.Adopted

Motion was made and seconded to approve a Local Agreement between Cameron County District Attorney's Office and Los Fresnos Police Department pertaining to seized and forfeited property.

Polo Narvaez made a motion to approve Consideration and ACTION to a approve a Local Agreement between Cameron County District Attorney's Office and Los Fresnos Police Department pertaining to seized and forfeited property., seconded by Javier Mendez the vote was [Unanimous].

Consideration and ACTION to approve a Memorandum of Understanding to purchase a SIM Range Pro Simulator System between Los Fresnos Police Department, Port Isabel Police Department, South Padre Island Police Department, and Laguna Vista Police Department.Adopted

Motion was made and seconded to approve the Memorandum of Understanding to purchase a SIM Range Pro Simulator System between Los Fresnos Police Department, Port Isabel Police Department, South Padre Island Police Department and Laguna Vista Police Department.

Polo Narvaez made a motion to approve Consideration and ACTION to approve a Memorandum of Understanding to purchase a SIM Range Pro Simulator System between Los Fresnos Police Department, Port Isabel Police Department, South Padre Island Police Department, and Laguna Vista Police Department., seconded by Javier Mendez the vote was [Unanimous].

Consideration and ACTION to approve the write off of bad debt for the utility accounts and garbage for the 2017-2018 fiscal year.Adopted

Motion was made and seconded to approve the write off of bad debt for the utility accounts and garbage for the 2017-2018 fiscal year.

Polo Narvaez made a motion to approve Consideration and ACTION to approve the write off of bad debt for the utility accounts and garbage for the 2017-2018 fiscal year., seconded by Javier Mendez 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.

There were no comments.

Public Hearing

Public Hearing to receive comments from the public on the proposed budget for fiscal year 2018/2019.No Action

Mayor Narvaez open the Public Hearing at 6:12 p.m.

Mr. Milum stated the city had a balanced budget.

A member of the audience asked how much the budget was. Mr. Milum answered the General Fund budget is \$4,039,221, Utility Fund budget is \$2,718,750, the CDC budget is \$351,250, the Debt Fun budget is \$608,778, the TIRZ budget is \$439,416 and the Senior Citizen Fund is \$58,395.

Mayor Narvaez closed the Public Hearing at 6:15 p.m.

made a motion to approve Public Hearing to receive comments from the public on the proposed budget for fiscal year 2018/2019., seconded by the vote was .

Action Items

Consideration and ACTION to approve funding for the Cowboy Cook Off & Concert.Adopted

Mike Todd with the Los Fresnos Rodeo Committee handed out a letter thanking the council for sponsoring them in past events and upcoming event. Also included was a copy of the poster and a list of the sponsorship packages. Mr. Todd gave a brief summary of what was done last year for the event and what changes were going to made for this year. He explained the top two sponsor packages and what they consisted of and answered questions for the council.

Motion was made a seconded to approve funding for the Los Fresnos Cowboy Cook off in the amount of \$1,500 for the Friday Concert Sponsor package.

Polo Narvaez made a motion to approve Consideration and ACTION to approve funding for the Cowboy Cook Off & Concert., seconded by Yolanda H. Cruz the vote was [Unanimous].

Consideration and ACTION to approve the first reading of Ordinance 494 adopting the budgets for fiscal year 2018/2019.Adopted

Mr. Milum handed out a spreadsheet stating that the budget was the same with the exception of the items listed in the handout. He went through and explained each item to the board. Mr. Milum stated that Jackie had a handout showing the budget reflecting the changes.

Mr. Milum answered questions for the Council.

Motion was made and seconded to approve the first reading of Ordinance 494 adopting the budget for fiscal year 2018/2019.

Polo Narvaez made a motion to approve Consideration and ACTION to approve the first reading of Ordinance 494 adopting the budgets for fiscal year 2018/2019., seconded by Javier Mendez the vote was [Unanimous].

Consideration and ACTION to approve the first reading of Ordinance 493 approving the 2018 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

Mr. Milum explained that as discussed in the previous workshop the tax rate is at \$0.715 as it has been for the past 12 consecutive years. The operation tax rate is \$0.5619 per \$100 valuation and the debt tax rate is \$0.1531 per \$ 100 valuation and that was a reflection of the budget they had just passed.

Motion was made and seconded to approve the first reading of Ordinance 493 approving the 2018 tax roll and levying municipal ad valorem taxes for the use, benefit and support of the City and directing the assessment and collection thereof.

Javier Mendez made a motion to approve Consideration and ACTION to approve the first reading of Ordinance 493 approving the 2018 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 Polo Narvaez the vote was [Unanimous].

Consideration ACTION on approval of a resolution relating to establishing the city's intention to reimburse itself for the prior lawful expenditure of funds relating to constructing various city improvements from the proceeds of tax-exempt obligations to be issued by the city for authorized purposes; authorizing other matters incident and related thereto; and providing an effective date.Adopted

Mr. Milum introduced Don Gonzales with the Estrada Hinojosa Investment Bankers. Mr. Gonzales explained the purpose for the resolution to the Council.

Motion was made and seconded to approve Resolution 10-2018 relating to establishing the city's intention to reimburse itself for the prior lawful expenditure of funds relating to constructing various city improvements from the proceeds of tax-exempt obligations to be issued by the city for authorized purposes; authorizing other matters incident and related thereto; and providing an effective date.

Javier Mendez made a motion to approve Consideration ACTION on approval of a resolution relating to establishing the city's intention to reimburse itself for the prior lawful expenditure of funds relating to constructing various city improvements from the proceeds of tax-exempt obligations to be issued by the city for authorized purposes; authorizing other matters incident and related thereto; and providing an effective date., seconded by Yolanda H. Cruz the vote was [Unanimous].

Consideration and ACTION to approve ordinance 495 by the city council of the city of Los Fresnos, Texas authorizing the issuance of "City of Los Fresnos, Texas tax notes, series 2018", levying an annual ad valorem tax, within the limitations prescribed by law, for the payment of the obligations; prescribing the form, terms, conditions, and resolving other matters incident and related to the issuance, sale, and delivery of the obligations; authorizing the execution of a paying agent/registrar agreement and a purchase and investment letter; complying with the letter of representations previously executed with the depository trust company; authorizing the execution of any necessary engagement agreements with the city's financial advisors and/or bond counsel; and providing an effective date.Adopted

Don Gonzales introduced himself again to the board and handed out a presentation to the board. He went through the presentation and answered questions for the council. The council thanked Mr. Gonzales for his presentation and the work he was doing for the city.

Motion was made and seconded to approve ordinance 495 by the city council of the city of Los Fresnos, Texas authorizing the issuance of "City of Los Fresnos, Texas tax notes, series 2018", levying an annual ad valorem tax, within the limitations prescribed by law, for the payment of the obligations; prescribing the form, terms, conditions, and resolving other matters incident and related to the issuance, sale, and delivery of the obligations; authorizing the execution of a paying agent/registrar agreement and a purchase and investment letter; complying with the letter of representations previously executed with the depository trust company; authorizing the execution of any necessary engagement agreements with the city's financial advisors and/or bond counsel; and providing an effective date.

Polo Narvaez made a motion to approve Consideration and ACTION to approve ordinance 495 by the city council of the city of Los Fresnos, Texas authorizing the issuance of "City of Los Fresnos, Texas tax notes, series 2018", levying an annual ad valorem tax, within the limitations prescribed by law, for the payment of the obligations; prescribing the form, terms, conditions, and resolving other matters incident and related to the issuance, sale, and delivery of the obligations; authorizing the execution of a paying agent/registrar agreement and a purchase and investment letter; complying with the letter of representations previously executed with the depository trust company; authorizing the execution of any necessary engagement agreements with the city's financial advisors and/or bond counsel; and providing an effective date., seconded by Javier Mendez the vote was [Unanimous].

Consideration and ACTION to approve an agreement to build the New City Hall.Adopted

Mr. Milum let the council know that Mr. Reyes with D. Wilson Construction was present if they had any questions. A handout was given to the council. Mr. Milum explained the list was of items that were discussed during budget approval, items that could be cut for the building of City hall to reduce the cost. A copy of the agreement for the new city hall was provided in their packet. Mr. Milum stated that D. Wilson requested for any disputes to go to arbitration not litigation. Mr. Milum and Mr. Reyes answered questions for the council.

Motion was made and seconded to approve the agreement to build the New City Hall.

Polo Narvaez made a motion to approve Consideration and ACTION to approve an agreement to build the New City Hall., seconded by Yolanda H. Cruz the vote was [Unanimous].

Consideration and ACTION to approve the bids received for the following: A. Chemicals B. Lot Mowing C. Official Newspaper D. Pest Control E. Vehicle Washing and Vacuuming F. Vehicle Tire Service G. Vehicle Maintenance & Oil ChangeAdopted

Mr. Milum explained each bid to the council. Mr. Mendez asked if the contractors selected were required to have insurance. Mr. Milum stated we don't but lot mowing contractor does carry minimum insurance. After some discussion it was decided the Mr.

Milum would research other cities and what insurance they required and would get back with the Council.

Motion was made and seconded to approve the bids received for Chemicals, Lot Mowing, Official Newspaper, Pest Control, Vehicle Washing and Vacuuming, Vehicle Tire Service and Vehicle Maintenance & Oil Change.

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

Consideration and ACTION to approve service agreements for fiscal year 2018/2019 for the following: A. Los Fresnos Chamber of Commerce B. Los Fresnos Ambulance Service C. Los Fresnos Volunteer Fire Department**Adopted**

Mr. Milum explained the service agreements to the council. He answered questions for the council.

Motion was made and seconded to approve service agreements for fiscal year 2018/2019 for the Los Fresnos Chamber of Commerce, the Los Fresnos Ambulance Service and the Los Fresnos Volunteer Fire Department

Polo Narvaez made a motion to approve Consideration and ACTION to approve service agreements for fiscal year 2018/2019 for the following: A. Los Fresnos Chamber of Commerce B. Los Fresnos Ambulance Service C. Los Fresnos Volunteer Fire Department, seconded by Yolanda H. Cruz the vote was [Unanimous].

Consideration and ACTION to approve bids for fencing at the Water & Wastewater Treatment Plant.**Adopted**

Mr. Milum explained that a fence surrounding the Water & Wastewater Treatment Plant had been needed for a long time for security reasons. Mr. Milum explained the project and answered questions for the council.

Motion was made and seconded to approve bids for fencing at the Water & Wastewater Treatment Plant.

Polo Narvaez made a motion to approve Consideration and ACTION to approve bids for fencing at the Water & Wastewater Treatment Plant., seconded by Javier Mendez the vote was [Unanimous].

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

Mr. Milum explained to the council that Alejandro Juarez & Clarissa Ramirez were up for re-appointment and would like to continue to serve. The Council could reappoint them or could select someone to serve in their place. Mr. Milum answered questions for the board.

Motion was made and seconded to reappoint Alejandro Juarez & Clarissa Ramirez to the Los Fresnos Housing Authority.

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

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

Mr. Milum explained to the council that Larry Stambaugh, Ray Ortiz, Gil Gomez, and Robby Walsdorf were up for re-appointment and would like to continue to serve. The Council could reappoint them or could select someone to serve in their place. Mr. Milum let the council know the quality each member had to contribute to the Commission. Mr. Milum answered questions for the council.

Motion was made and seconded to reappoint Larry Stambaugh, Ray Ortiz, Gil Gomez, and Robby Walsdorf to the Planning & Zoning Commission.

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

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

Mr. Milum explained to the council the Gil Gomez, Jerry Martinez, and Natasha Taylor were up for re-appointment to the Park Advisory Board and would like to continue to serve. The Council could reappoint them or could select someone to serve in their place. Mr. Milum answered questions for the council.

Motion was made and seconded to re-appoint Gil Gomez, Jerry Martinez, and Natasha Taylor to the Park Advisory Board.

Polo Narvaez made a motion to approve Consideration and ACTION to reappoint or appoint members to the Park Advisory Board., seconded by Yolanda H. Cruz the vote was [Unanimous].

Discussion, consideration and ACTION on Legislative Priorities.No Action

Mr. Milum explained that every two years the Council discusses items they would like to express to the legislative representatives to be priorities. Mr. Milum and the council discussed possible items. Mr. Milum let the council know that Alex Dominguez would be the next meeting on October 9th, 2018.

made a motion to approve Discussion, consideration and ACTION on Legislative Priorities., seconded by the vote was .

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 2017-2018 Grant H. Henderson Road Project I. City Hall Project J. Building Inspections K. Underground Canal L. Sports Park M. Dog Park N. Development and Annexation Plans O. Update Planning & Zoning Ordinance P. Economic Development Q. Chamber of Commerce 2nd Quarter ReportAdopted

Mr. Milum gave the council an update on the Hike & Bike trail and Henderson Project. Mr. Milum stated he was still waiting on Wal-Mart for an update on the dog park. Mr. Milum mentioned he met with the Bayview Irrigation District in reference to the proposed underground canal. Mr. Milum answered questions for the council.

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 2017-2018 Grant H. Henderson Road Project I. City Hall Project J. Building Inspections K. Underground Canal L. Sports Park M. Dog Park N. Development and Annexation Plans O. Update Planning & Zoning Ordinance P. Economic Development Q. Chamber of Commerce 2nd Quarter Report, seconded by Javier Mendez the vote was [Unanimous].

Acknowledgement of Department Head Reports

Financial Report 1. Monthly 2. Year to Date 3. Sales TaxAdopted

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 Javier Mendez the vote was [Unanimous].

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

Mr. Milum gave the council an update on the incoming storm and what measures were being taken to prepare. Mr. Milum answered questions for the council. Mr. Milum

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 Javier Mendez the vote was [Unanimous].

Police Department 1. Arrests 2. Incidents 3. Accidents 4. Tropical Mental HealthAdopted

Mr. Milum explained to the council which cameras around town were working and which were down. Mr. Milum answered questions for the council.

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 4. Tropical Mental Health, seconded by Javier Mendez the vote was [Unanimous].

Municipal Court Report 1. Monthly ReportAdopted

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

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

Fire Marshal's Report 1. Monthly ReportAdopted

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

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

9. Adjournment

Mr. Narvaez adjourned the meeting at 8:11 p.m.

Presiding Officer of the Council

Recorder