

**MINUTES OF PROCEEDINGS
SPECIAL CITY COMMISSION
Tuesday, November 8, 2016**

Be it known that the City of La Feria City Commission met in Regular Session on **Tuesday, November 8, 2016, at 6:30 P.M.** in the City Commission Meeting Room, 115 E. Commercial Avenue, La Feria, Texas 78559. The purpose of said meeting was to consider and take action on those items of City Business as was duly posted by agenda in accordance with State Open Meetings Law. The following City Commission members were present at said meeting.

DETERMINE QUORUM PRESENT AND CALL MEETING TO ORDER – MAYOR

Mayor Olga H. Maldonado declared a quorum present and called the meeting to order.

Attendee Name	Title	Status	Arrived
Olga H. Maldonado	Mayor	Present	
Jesse Zuniga	Commissioner	Present	
Eric Hoff	Commissioner	Present	
Julian Guevara, Jr.	Commissioner	Present	
Esmeralda Lozano	Mayor Pro-Tem/Commissioner	Present	
Victor Gonzalez, Jr.	Commissioner	Absent	

The following staff members were present at said meeting:

Mr. Jaime S. Sandoval, City Manager
 Mr. Ricardo Navarro, Attorney DNRBHZ, PC
 Ms. Rebekah Hayward, Attorney DNRBHZ
 Ms. Paula Rodriguez, Interim City Secretary/Planning Director
 Mr. Alfonso Gonzalez, City Engineer, SWG Engineering
 Ms. Tabitha M. Outlaw, Administrative Assistant

PUBLIC COMMENTS

Mr. Jose Morales of Valley Liftman, 1929 W. Expressway 83, La Feria spoke concerning a tax problem he has been having in purchasing a piece of property in La Feria. Cameron County is refusing to accept payment of taxes from Mr. Morales due to a previous lien that is currently on the property. This lien is from 2013 and Mr. Morales was not notified of this lien when he purchased the property. The Mayor asked Mr. Sandoval to get copies of Mr. Morales' paperwork and look into this matter.

REVIEW AND TAKE ACTION TO APPROVE MINUTES OF PROCEEDINGS OF THE REGULAR MEETING OF THE CITY COMMISSION HELD ON TUESDAY, OCTOBER 25, 2016.

A copy of the minutes was provide to the Commission for review. A motion to accept the minutes was made, seconded, and approved as noted.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Eric Hoff, Commissioner
SECONDER:	Julian Guevara, Commissioner
AYES:	Guevara, Jr., Hoff, Lozano, Zuniga

CONSIDER AND TAKE ACTION TO APPROVE OR DENY AN ORDINANCE OF THE CITY OF LA FERIA DESIGNATING SATURDAY, DECEMBER 10, 2016 AS THE DATE FOR THE 18TH ANNUAL LIGHTED CHRISTMAS PARADE IN LA FERIA AND AUTHORIZING THE TEMPORARY CLOSING OF CERTAIN AND SPECIFIED STREETS FOR THE PURPOSE OF ENSURING THE SAFETY AND GENERAL WELFARE OF THE PUBLIC DURING THE 18TH ANNUAL LIGHTED CHRISTMAS PARADE ON SAID DATE OR IN THE EVENT OF INCLEMENT WEATHER ANY OTHER ALTERNATE DATE APPROVED BY THE CITY MANAGER.

A copy of Ordinance 2016-12 was provided to the Commission for review. A motion to Read the Caption of Ordinance 2016-12 was made, seconded and approved as noted.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Esmeralda Lozano, Mayor Pro-Tem/Commissioner
SECONDER:	Eric Hoff, Commissioner
AYES:	Guevara, Jr., Hoff, Lozano, Zuniga

Attorney Rebekah Hayward Read the Caption of Ordinance 2016-12. A motion to accept Ordinance 2016-12 was made, seconded, and approved as noted.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Esmeralda Lozano, Mayor Pro-Tem/Commissioner
SECONDER:	Julian Guevara, Commissioner
AYES:	Guevara, Jr., Hoff, Lozano, Zuniga

WORKSHOP TO CONSIDER A PROPOSED UPDATED PERSONNEL POLICY MANUAL

A copy of the current and proposed updated personnel policy manual was provided to the Commission for review. Mr. Ricardo Navarro, Attorney DNRBHZ, reviewed the policy manual with the Commission. Mr. Navarro stated that the current manual is old and practices have been adhered to that are not in the manual. He recommended that new practices be aligned with a new manual. A payroll analysis was presented to the Commission to provide a snapshot of how the City is operating currently. The Commission discussed the table of contents and the various sections in the manual and their concerns with Mr. Navarro. Mr. Navarro recommended that the proposed manual be reviewed further and a need to clarify any practices that currently exist that have not been covered.

CONSIDERATION AND APPROPRIATE ACTION, IF ANY, FOR THE CITY OF LA FERIA TO RENEW ITS MEMBERSHIP IN THE ELECTRIC RELIABILITY COUNCIL OF TEXAS (ERCOT) FOR 2017.

A copy of the ERCOT contract was provided to the Commission for review. Mr. Sandoval recommended renewing the contract. After a brief discussion a motion to renew the 2017 Contract with ERCOT was accepted, seconded, and approved as noted.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Esmeralda Lozano, Mayor Pro-Tem/Commissioner
SECONDER:	Julian Guevara, Commissioner
AYES:	Guevara, Jr., Hoff, Lozano, Zuniga

PROJECT REPORTS

Mr. John Percy, Megamorphosis, Inc., presented status updates on four (4) projects in the City. Mr. Percy first explained the difference between Certificate of Occupancy and Certificate of Use. This explanation was made in reference to the four projects not being complete.

Unger Park had some minor issues that need to be fixed and the contractors did not come back to fix the work. The Public Works department will finish the project and no more funds will be given to the previous contractor.

The two (2) Domes or Safe Rooms are complete pending the "punch list" being completed by the contractor. The City has \$21,000 not used in this project that will be coming back.

The Technology and Success Center/OLLU is substantially complete. A review of the project is pending.

The Fire Station addition should be complete by November 16th by JCon Construction.

MONTHLY FINANCIAL REPORTS FOR THE MONTHS OF AUGUST, 2016 AND SEPTEMBER, 2016

- **REVENUE AND EXPENDITURE REPORT**
- **PERFORMANCE INDICATORS**
- **INVESTMENT REPORT**
- **TAX COLLECTION REPORT**

A copy of the Financial Reports was provided to the Commission for review. Mr. Acosta reviewed the financial reports with the Commission. The Commission discussed concerns and expressed disappointment with the discrepancies from what was presented in the proposed budget for FY 2016-2017 and what is now being shown in the current reports. Neither Mr. Acosta nor Mr. Sandoval could clarify where the previous numbers that were provided came from that were presented in the approved budget.

EXECUTIVE SESSION – THE COMMISSION WILL ENTER INTO CLOSED, EXECUTIVE SESSIONS TO DISCUSS THE FOLLOWING:

- A) REAL ESTATE MATTERS PURSUANT TO TEXAS GOVERNMENT CODE § 551.072 TO DISCUSS PROPOSED PURCHASE/LEASE/SALE/DONATION OF REAL ESTATE BY THE LA FERIA INDUSTRIAL DEVELOPMENT CORPORATION/THE LA FERIA ECONOMIC DEVELOPMENT CORPORATION/CITY OF LA FERIA;**
- B) BUSINESS PROSPECTS PURSUANT TO SECTION 551.087 TO DISCUSS ECONOMIC DEVELOPMENT NEGOTIATIONS;**
- C) PERSONNEL MATTERS PURSUANT TO SECTION 551.074 TO DISCUSS THE DUTIES AND RESPONSIBILITIES OF THE CITY MANAGER.**

Mayor Olga H. Maldonado declared the meeting in Executive (closed) session at 8:40 P.M.
Mayor Olga H. Maldonado declared the meeting back in open session at 9:35 P.M.

CONSIDER AND TAKE ACTION DEEMED NECESSARY AS THE RESULT OF EXECUTIVE (CLOSED) SESSION DELIBERATIONS.

RESULT:	NO ACTION REQUIRED
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CONSIDER AND TAKE ACTION ON ATTENDANCE STATUS OF MAYOR AND / OR COMMISSIONERS.

A motion to excuse Commissioner Gonzalez, Jr. was made, seconded, and approved as noted.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Esmeralda Lozano, Mayor Pro-Tem/Commissioner
SECONDER:	Eric Hoff, Commissioner
AYES:	Guevara Jr., Hoff, Lozano, Zuniga

ACTION FOR ADJOURNMENT

A motion to adjourn the meeting was made, seconded, and approved as noted.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Esmeralda Lozano, Mayor Pro-Tem/Commissioner
SECONDER:	Eric Hoff, Commissioner
AYES:	Guevara Jr., Hoff, Lozano, Zuniga

ADJOURNMENT

Mayor Olga H. Maldonado declared the meeting adjourned at 9:36 P.M.

APPROVED:



 Olga H. Maldonado, Mayor

ATTEST:


 Paula Rodriguez, Interim City Secretary

These minutes were prepared and filed with the City of La Feria at 9:00 A.M. on December 9, 2016 as official record.



 Tabitha M. Outlaw, Administrative Assistant