

**MINUTES OF PROCEEDINGS
CITY COMMISSION
Wednesday, September 7, 2016**

Be it known that the City of La Feria City Commission met in Special Meeting on **Wednesday, September 7, 2016 at 6:30 PM** in the City Commission Meeting Room, 115 E. Commercial Avenue, La Feria, TX 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 Maldonado declared a quorum was present and called the meeting to order at 6:34 PM.

Attendee Name	Title	Status	Arrived
Olga H. Maldonado	Mayor	Present	6:30 PM
Julian Guevara Jr.	Commissioner	Present	6:30 PM
Esmeralda Lozano	Commissioner	Present	6:30 PM
Eric Hoff	Commissioner	Present	6:30 PM
Jesse Zuniga	Commissioner	Absent	
Victor Gonzalez Jr.	Commissioner	Present	6:30 PM

PUBLIC COMMENTS

No one signed up for public comments.

REVIEW AND TAKE ACTION TO APPROVE MINUTES OF PROCEEDINGS OF THE REGULAR MEETING OF THE CITY COMMISSION HELD ON TUESDAY, AUGUST 23, 2016.

A motion to table this item was made, seconded, and approved as noted.

This item was considered concurrently with the following:

Review and Take Action to Approve Minutes of Proceedings of the Special Meeting of the City Commission Held on Tuesday, August 30, 2016.

RESULT:	TABLED [UNANIMOUS]	Next: 9/13/2016 6:30 PM
MOVER:	Victor Gonzalez Jr., Commissioner	
SECONDER:	Julian Guevara Jr., Commissioner	
AYES:	Guevara Jr., Lozano, Hoff, Gonzalez Jr.	
ABSENT:	Zuniga	

REVIEW AND TAKE ACTION TO APPROVE MINUTES OF PROCEEDINGS OF THE SPECIAL MEETING OF THE CITY COMMISSION HELD ON TUESDAY, AUGUST 30, 2016.

A motion to table this item was made, seconded, and approved as noted.

This item was considered concurrently with the following:

Review and Take Action to Approve Minutes of Proceedings of the Regular Meeting of the City Commission Held on Tuesday, August 23, 2016.

RESULT:	TABLED [UNANIMOUS]	Next: 9/13/2016 6:30 PM
MOVER:	Victor Gonzalez Jr., Commissioner	
SECONDER:	Julian Guevara Jr., Commissioner	
AYES:	Guevara Jr., Lozano, Hoff, Gonzalez Jr.	
ABSENT:	Zuniga	

BUDGET WORKSHOP #3-DISCUSSION WITH CITY COMMISSION REGARDING BUDGET FOR FISCAL YEAR 2016/2017

A packet of additional information requested at the previous meeting was provided to the Commission. Ms. Sánchez reviewed the 2016-2017 Budget-Payroll & Tax Rate Analysis with the Commission. Four scenarios concerning options for employee salary increases were presented. Scenario "A" included the same salary increase as in the proposed budget reviewed in budget workshop #2; scenario "B" included a 2% increase for all employees; scenario "C" included a 5% increase for all employees and reflected a deficit budget; scenario "D" included a 5% increase for employees with the exception of the department heads. Staff recommended the salary increase reflected in scenario "D" resulting in positive revenues/expenditures of \$67,965. The Commission discussed building up the reserve with this scenario and shared thoughts of the department heads not receiving an increase. The department heads have never been excluded from receiving employee salary increases. The only one excluded from the salary increase in FY 2015-2016 was former City Manager, Mr. Philip. Ms. Sánchez stated that the department heads she spoke to were in agreement with Scenario "D." Further discussion included employee evaluations as a consideration for future salary increases, revising the organizational chart, reorganizing staff, and exploring salary caps in the near future.

RESULT:	NO ACTION REQUIRED
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CONSIDER AND TAKE ACTION TO APPROVE OR DENY THE CITY OF LA FERIA BUDGET FOR FISCAL YEAR 2016/2017.

The Commission discussed salary increases during the Budget Workshop. Upon reviewing the information provided, a discussion ensued regarding the tax rate in the proposed budget. After Commissioners expressed a desire not to raise taxes, Ms. Sánchez recommended consideration of approving a budget at the current tax rate of .760 cents. The savings from excluding department heads from the salary increase defined by Scenario "D" results in approximately \$14,000 positive revenue at the current tax rate. After discussion, the Commission decided to approve the City of La Feria Budget for Fiscal Year 2016/2017 maintaining the current tax rate of .760 and selecting Scenario "D" on the salary comparison analysis. A motion to approve the Fiscal Year 2016/2017 budget as described was made, seconded, and approved as noted.

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

CONSIDER AND TAKE ACTION TO APPROVE OR DENY BUDGETS FOR LA FERIA UTILITIES BOARD, LA FERIA INDUSTRIAL DEVELOPMENT CORPORATION, LA FERIA ECONOMIC DEVELOPMENT CORPORATION, BAILEY H. DUNLAP MEMORIAL PUBLIC LIBRARY, SUMMER YOUTH PROGRAM, LA FERIA RECREATION CENTER/WELLNESS CENTER, AND PROMOTION OF LA FERIA FOR FISCAL YEAR 2016/2017.

The City Commission approved budgets for the Utilities Board, La Feria Industrial Development Corporation, La Feria Economic Development Corporation, Bailey H. Dunlap Memorial Public Library, Summer Youth Program, La Feria Recreation Center/Wellness Center, and Promotion of La Feria for Fiscal Year 2016/2017 with salary increases reflected by Scenario "D" on the salary comparison analysis. A motion to approve the budgets identified was made, seconded, and approved as noted.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Victor Gonzalez Jr., Commissioner
SECONDER:	Esmeralda Lozano, Commissioner
AYES:	Guevara Jr., Lozano, Hoff, Gonzalez Jr.
ABSENT:	Zuniga

CONSIDER AND TAKE ACTION TO APPROVE OR DENY AN ORDINANCE ESTABLISHING AD VALOREM TAX RATE FOR TAX YEAR 2016 INCLUDING MAINTENANCE & OPERATION AND INTEREST & SINKING RATES.

A revised copy of Ordinance 2016-08 was distributed to the Commission. The Ordinance will be further revised to reflect the tax rate of .760 and applicable M&O and I&S rates.

MOTION TO APPROVE ORDINANCE 2016-08

Following discussion, a motion to approve Ordinance 2016-08 was made, seconded, and approved as noted.

The Commission asked if there was a need to read the caption prior to approving the Ordinance. Attorney Rick Navarro stated that the reading of the caption was a formality and not necessary in order to pass the ordinance.

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

CONSIDERATION AND POSSIBLE ACTION TO APPROVE AGREED ORDER FOR RELEASE OF EXCESS FUNDS AND AUTHORIZE RELEASE OF LIEN IN CONNECTION WITH CAMERON COUNTY, CITY OF LA FERIA, ET AL V. KNOWN AND UNKNOWN HEIRS OF ELIONZO CANTU, JR., ET AL, 2012-DCL-1111-I, IN THE 445TH JUDICIAL DISTRICT COURT, CAMERON COUNTY, TEXAS.

Ms. Sánchez recommended tabling this item since the related documentation had not yet been received from Attorney Alan Ozuna.

A motion to table this item was made, seconded, and approved as noted.

RESULT:	TABLED [UNANIMOUS]	Next: 9/13/2016 6:30 PM
MOVER:	Victor Gonzalez Jr., Commissioner	
SECONDER:	Esmeralda Lozano, Commissioner	
AYES:	Guevara Jr., Lozano, Hoff, Gonzalez Jr.	
ABSENT:	Zuniga	

CLOSED EXECUTIVE SESSION FOR ATTORNEY CONSULTATION PURSUANT TO SECTION 551.071, TEXAS GOV'T CODE, TO RECEIVE LEGAL ADVICE AND COUNSEL REGARDING THE CITY COMMISSIONS RIGHTS, DUTIES, PRIVILEGES, AND OBLIGATIONS IN CONNECTION WITH THE HIRING PROCESS FOR A CITY CHARTER APPOINTED CITY MANAGER AND RELATED LEGAL ISSUES.

Mayor Maldonado read this agenda item and the following:

Closed Executive Session Pursuant to Section 551.074, Texas Gov't Code, to Deliberate the Appointment, Employment, and Evaluation of a Public Officer, Namely, to Consider Applicants for the Position of a City Charter Appointed City Manager by the City Commission.

These items were considered concurrently.

Mayor Maldonado declared the meeting in Executive Session at 7:19 PM.
Mayor Maldonado declared the meeting back in Open Session at 9:00 PM.

RESULT: NO ACTION REQUIRED

CLOSED EXECUTIVE SESSION PURSUANT TO SECTION 551.074, TEXAS GOV'T CODE, TO DELIBERATE THE APPOINTMENT, EMPLOYMENT, AND EVALUATION OF A PUBLIC OFFICER, NAMELY, TO CONSIDER APPLICANTS FOR THE POSITION OF A CITY CHARTER APPOINTED CITY MANAGER BY THE CITY COMMISSION.

Mayor Maldonado read this agenda item and the following:

Closed Executive Session for Attorney Consultation Pursuant to Section 551.071, Texas Gov't Code, to Receive Legal Advice and Counsel Regarding the City Commissions Rights, Duties, Privileges, and Obligations in Connection with the Hiring Process for a City Charter Appointed City Manager and Related Legal Issues.

These items were considered concurrently.

Mayor Maldonado declared the meeting in Executive Session at 7:19 PM.
Mayor Maldonado declared the meeting back in Open Session at 9:00 PM.

Attorney Ric Navarro recommended the Commission take official action as identified in the following motions.

Furthermore Mr. Navarro reported that a public information request was received from the local newspaper for the applications. He requested a copy of the applications to conduct a legal review. This is ongoing and will be handled by his firm. He recommended the Commission keep their application notebooks as they were appropriately labeled. The items to review city manager applications and attorney consultation will be included on every meeting until the process is complete. If the Commission is not able to consider the item it may be tabled.

RESULT: NO ACTION REQUIRED

MOTION REGARDING CLOSURE OF CITY MANAGER APPLICATION SUBMISSION PHASE.

Following executive session, as a matter of administrative action, Attorney Ric Navarro recommended the Commission clarify that the application period for City Manager is closed as of Wednesday, September 7, 2016.

A motion to officially close the period to receive applications for the position of City Manager on Wednesday, September 7, 2016 and to clarify for the record that all applications received to date are under consideration was made, seconded, and approved as noted.

This information will be posted on the City website.

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

MOTION TO INSTRUCT THE COMMISSION TO NOTIFY APPLICANTS OF PROPER PROCEDURES DURING THE APPLICATION REVIEW PROCESS.

Attorney Ric Navarro recommended the Commission take action to establish an understanding that if an applicant approaches a member of the Commission they should be advised that the process is ongoing and if the Commission decides to conduct an interview the applicant will be advised of such. The Commission is allowed to interview applicants when they get to that point. Rose Garcia is identified as the person that will notify potential applicants of interviews, Kin Mendoza is identified as a back-up for Ms. Garcia.

A motion instructing the Commission, if approached by an applicant, to notify the applicant that the application process is currently underway and if they are identified as a finalist they will be notified by proper procedures was made, seconded, and approved as noted.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Esmeralda Lozano, Commissioner
SECONDER:	Victor Gonzalez Jr., Commissioner
AYES:	Guevara Jr., Lozano, Hoff, Gonzalez Jr.
ABSENT:	Zuniga

ACTION FOR ADJOURNMENT

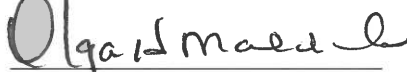
A motion to adjourn the meeting was made, seconded, and approved as noted.

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

ADJOURNMENT

Mayor Maldonado adjourned the meeting at 9:15 PM.

APPROVED:


 Olga H. Maldonado, Mayor

ATTEST:



Esmeralda R. Sánchez, City Secretary

These minutes were prepared and filed with the City of La Feria at 4:00 p.m. on September 13, 2016, as official record.


Esmeralda R. Sánchez, City Secretary