

**MINUTES
BOARD OF COMMISSIONERS
REGULAR CALLED MEETING
TUESDAY, DECEMBER 1, 2015 AT 5:00 P.M.
118 SOUTH CAGE 2ND FLOOR**

The Board of Commissioners of the City of Pharr, Texas, met in a Regular Called Meeting on Tuesday, December 1, 2015 and following is the record of attendance.

BOARD OF COMMISSIONERS PRESENT: Mayor Ambrosio Hernandez
Mayor Pro-Tem Oscar Elizondo
Comm. Eleazar Guajardo
Comm. Roberto Carrillo
Comm. Edmund Maldonado, Jr.
Comm. Ricardo Medina
Comm. Mario Bracamontes

BOARD OF COMMISSIONERS ABSENT: None

STAFF PRESENT: Juan G. Guerra, City Manager
Edward Wylie, Asst. City Manager
Hilda Pedraza, City Clerk
Imelda Barrera, Asst. City Clerk
William Ueckert, City Engineer
Gary Rodriguez, Community Affairs Liaison
Karla Moya, Finance Director
Anali Cantu, Human Resources Director
Rodolfo Martinez, Municipal Judge
Ruben Villescascas, Police Chief
Melanie Cano, Development Services Dir.
Roy Garcia, Public Works Director
David Garza, Public Utilities Director
Adolfo Garcia, Library Director
Roel Garza, PAL/Parks & Rec. Director
Jason Arms, IT Director
Roy S. Garcia, Boggus Ford Events Center
Luis Bazan, Bridge Director

CITY ATTORNEY Patricia Rigney, City Attorney

ITEM 1 CALL TO ORDER:

Mayor Hernandez called the meeting to order at 5:00 p.m. Roll Call established a quorum.

A) ROLL CALL AND POSSIBLE ACTION ON THE EXCUSING OF ANY ABSENT MEMBER OF THE GOVERNING BODY

Comm. Elizondo was not present at the time of roll call but arrived at 5:02 pm.

B) PLEDGE OF ALLEGIANCE / INVOCATION

Juan Guerra, City Manager, led in the pledge of allegiance and Pastor Magallan said the prayer.

C) PUBLIC COMMENTS. (ORDINANCE NO. O-2015-28)

Juan Guerra, City Manager, opened the public comments and stated no one signed-up to speak.

ITEM 2 CITY MANAGER'S REPORTS:

A) City Engineer's Report
B) City Events of Interest

Juan Guerra, City Manager, introduced the City Engineer's report and stated the City Engineer was available for any questions. Mr. Guerra requested status on Hi-Line Road Improvements Project.

William Ueckert, City Engineer, addressed the board and reported reconstruction of Hi line Road would start tomorrow with anticipated schedule through the end of March 2016. He stated staff was working with Hidalgo County MPO for expansion to a 5-lane road.

Comm. Guajardo requested status on Jones Box Pedestrian Bridge. Mr. Ueckert reported staff went out for bids and will receive bids until December 10, 2015. He stated bids would be presented to the City Commission on December 15, 2015 to possible award contract as well.

Juan Guerra, City Manager, introduced City Events of Interest and reported on the following events:

- City of Pharr Christmas Posada, December 4, 2015
- TSTEM Early College High School – Ribbon Cutting, December 3, 2015
- Martinez Furniture – Ribbon Cutting, December 3, 2015
- Chick-Fill-A – Ribbon Cutting, December 10, 2015
- Pharr Police Department, Coffee with Santa Event, December 9 and 16, 2015
- Pharr Police Department, Blue Santa T-Ball Event, December 6, 2015
- Pharr Police Department, Shop with a Cop Event, December 17, 2015
- Blue Santa Toy Giveaway, December 22, 2015
- Blue Santa Teddy Bear Giveaway at DHR Hospital, December 24, 2015
- Public Works, Operation Clean Sweep, December 19, 2015

ITEM 3 CONSENT AGENDA: *(All items listed under consent Agenda are considered to be routine and non-controversial by the Governing Body and will be enacted by one motion. Any Commissioner may remove items from the consent agenda by making such request prior to a motion and vote on the Consent Agenda)*

- A) APPROVAL OF MINUTES FOR OCTOBER 20, 2015 – REGULAR CALLED MEETING. (ADMINISTRATION)**
- B) CONSIDERATION AND ACTION, IF ANY, ON REQUEST BY TOYS 4 TATTS-IVAN AGUILAR FOR THE USE OF THE JOSE "PEPE" SALINAS MEMORIAL CIVIC CENTER ON FRIDAY, DECEMBER 11TH AND SATURDAY, DECEMBER 12TH, 2015 FOR THEIR 6TH ANNUAL TOY DRIVE. (PARKS & REC.)**
- C) CONSIDERATION AND ACTION, IF ANY, ON REQUEST BY THE WILLIE ORTIZ MEMORIAL FOUNDATION- ELIZABETH ORTIZ FOR THE USE OF THE JOSE "PEPE" SALINAS MEMORIAL CIVIC CENTER ON SUNDAY, DECEMBER 20, 2015 FROM 2:00 PM TO 8:00 PM FOR THEIR CHRISTIAN CONCERT.(PARKS & REC.)**
- D) CONSIDERATION AND ACTION, IF ANY, ON REQUEST FROM ST. FRANCES CABRINI CHURCH FOR ASSISTANCE FOR THEIR STREET PROCESSION ON SATURDAY, DECEMBER 12, 2015 FROM 3:30 PM TO 6:00 PM. (ADMINISTRATION)**
- E) CONSIDERATION AND ACTION, IF ANY, ORDINANCE AMENDING ORDINANCE O-2014-52, FOR THE DEPARTMENT OF DEVELOPMENT SERVICES FEE SCHEDULE. (DEVELOPMENT SERVICES) - 3RD AND FINAL READING**

- F) CONSIDERATION AND ACTION, IF ANY, AUTHORIZING CITY MANAGER TO ADVERTISE FOR BIDS FOR RIDGE ROAD (JACKSON TO CAGE) SIDEWALK IMPROVEMENT PROJECT. (ENGINEERING)
- G) CONSIDERATION AND ACTION, IF ANY, AUTHORIZING CITY MANAGER TO ADVERTISE FOR PROPOSALS FOR DIGITAL SIGN AT THE PHARR INTERNATIONAL BRIDGE. (BRIDGE)
- H) CONSIDERATION AND ACTION, IF ANY, RATIFYING NON-BINDING MEMORANDUM OF UNDERSTANDING WITH D&M VENTURES, LLC. (ADMINISTRATION)
- I) CONSIDERATION AND ACTION, IF ANY, ON LETTER OF SUPPORT BETWEEN CITY OF PHARR INTERNATIONAL BRIDGE AND CATERPILLAR MEXICO, S.A. DE C.V. (BRIDGE)
- J) CONSIDERATION AND ACTION ON PLANNING & ZONING CASES:

PUBLIC HEARINGS:

1. Katy Swenson, representing T-Mobile (CC01359A), requested a Life-of-the-Use Conditional Use Permit to allow the co-location of telecommunication equipment in a Single-Family Residential District (R-1). The property is legally described as being 0.037 acres of land, more or less, out of the North 10 acres of the East 20 acres of Lot 184, Kelly-Pharr Subdivision, Pharr, Hidalgo County, Texas. The property's physical address is 1011 West Kelly Avenue. CUP#151066
2. Eleazar Perez, representing Templo El Divino Salvador, requested a change of zone from a Single-Family Residential District (R-1) to a Medium Density Multi-Family Residential District (R-3). The property is legally described as being Lot 26, Beamsley Subdivision, Pharr, Hidalgo County, Texas. The property's physical address is 1301 West Kennedy Street. COZ#151067

PLATS:

3. Spoor Engineering Consultants, Inc., representing Pharr Economic Development Corporation II, requested preliminary and final plat approval of the proposed Re-Plat of Pharr Commercial Park Subdivision Phase II Lots 2A, 2B, and 3A. The property is legally described as being a re-plat subdivision of Lots 2 and 3 Pharr Commercial Park Subdivision Phase II, Pharr, Hidalgo County, Texas. The property is located between the 200 and 400 Block of South Jackson Road. SUB#151125
4. Javier Hinojosa Engineering, representing Ilsa A. Vidaurri, Executive Director, Pharr Bridge Investment Company, LP, requested final plat approval of the proposed Pharr Bridge Business Park Subdivision. The property is legally described as being a tract of land containing 7.84 acres and being a part or portion of Lot 378, Kelly-Pharr Subdivision, Pharr, Hidalgo County, Texas. The property is located within the 800 Block of West Hi-Line Road. SUB#130614

Juan Guerra, City Manager, opened the public hearing and stated no one signed-up to speak. Therefore public hearing was closed.

Juan Guerra, City Manager, recommended removing item 3B from the consent agenda and stated no action would be taken at this time. He further recommended approval of items 3A thru 3J(4) under the consent agenda.

Comm. Carrillo **moved** to approve as recommended. Comm. Guajardo seconded the motion and when put to a vote, it carried unanimously.

Ordinance Nos. O-2015-54 and O-2015-55 are filed with the City Clerk's office.

REGULAR AGENDA – OPEN SESSION:

ITEM 4 ORDINANCES AND RESOLUTIONS:

A) CONSIDERATION AND ACTION, IF ANY, ON ORDINANCE APPOINTING FIVE (5) MEMBERS TO THE BOARD OF DIRECTORS FOR CITY OF PHARR – TIF REINVESTMENT ZONE #2 (ADMINISTRATION)

Juan Guerra, City Manager, introduced the item and recommended Commissioner Oscar Elizondo as Chairperson, Commissioner Eleazar Guajardo, Commissioner Ricardo Medina, Commissioner Mario Bracamontes, and Hidalgo County Representative, Bobby Villarreal.

Comm. Carrillo moved to approve as recommended. Comm. Maldonado seconded the motion and when put to a vote, it carried unanimously.

Ordinance No. O-2015-56 is filed with the City Clerk's office.

B) CONSIDERATION AND ACTION, IF ANY, ON ORDINANCE ADOPTING THE TAX INCREMENT REINVESTMENT ZONE #2 PROJECT PLAN AND FINANCING PLAN (ADMINISTRATION)

Juan Guerra, City Manager, introduced the item and recommended no action be taken at this time.

C) CONSIDERATION AND ACTION, IF ANY, ON RESOLUTION APPOINTING/RE-APPOINTING ONE (1) ALTERNATE MEMBER TO BOARD OF ADJUSTMENT (DEVELOPMENT SERVICES)

Juan Guerra, City Manager, introduced the item and stated staff recommended Ramiro Gutierrez.

Comm. Maldonado moved to appoint Ramiro Gutierrez to the Board of Adjustment. Comm. Medina seconded the motion and when put to a vote, it carried unanimously.

Resolution No. R-2015-105 is filed with the City Clerk's office.

D) CONSIDERATION AND ACTION, IF ANY, ON RESOLUTION APPOINTING/RE-APPOINTING FOUR (4) REGULAR MEMBERS TO PLANNING AND ZONING COMMISSION (DEVELOPMENT SERVICES)

Juan Guerra, City Manager, introduced the item and stated staff recommended Romero Robles, Charlie Ramirez, Rafael Mungia, and Roel Lizcano.

Comm. Elizondo moved to appoint Romero Robles, Charlie Ramirez, Rafael Mungia and Roel Lizcano to the Planning and Zoning Commission. Comm. Carrillo seconded the motion and when put to a vote, it carried unanimously.

Resolution No. R-2015-106 is filed with the City Clerk's Office.

ITEM 5 ADMINISTRATIVE:

A) CONSIDERATION AND ACTION, IF ANY, ON APPROVAL OF THE 2015 TAX ROLL TOTALS (FINANCE)

Juan Guerra, City Manager, introduced the item and recommended approval.

Comm. Carrillo moved to approve. Comm. Elizondo seconded the motion and when put to a vote, it carried unanimously.

B) CONSIDERATION AND ACTION, IF ANY, AWARDED BID FOR PAVEMENT MARKINGS FOR PUBLIC WORKS ANNUAL USE FY 2015-2016 (ENGINEERING)

Juan Guerra, City Manager, introduced the item and stated staff recommended Valley Striping Corporation.

Comm. Carrillo moved to award bid to Valley Striping Corporation. Comm. Elizondo seconded the motion and when put to a vote, it carried unanimously.

C) CONSIDERATION AND ACTION, IF ANY, AWARDED BID FOR THE 1ST YEAR PHASE "A" PAVING PROJECT (ENGINEERING)

Juan Guerra, City Manager, introduced the item and stated staff recommended Cutler Repaving Inc.

Comm. Carrillo moved to award bid to Cutler Repaving, Inc. Comm. Medina seconded the motion and when put to a vote, it carried unanimously.

D) CONSIDERATION AND ACTION, IF ANY, APPROVING PROFESSIONAL GEOTECHNICAL ENGINEERING FIRM ROTATION LIST FOR VARIOUS CITY PROJECTS (ENGINEERING)

Juan Guerra, City Manager, introduced the item and stated staff recommended Professional Services Industries Inc., Millenium Engineering Group, Terracon, and Raba-Kistner.

Comm. Carrillo moved to approve as recommended. Comm. Elizondo seconded the motion and when put to a vote, it carried unanimously.

E) CONSIDERATION AND ACTION, IF ANY, APPROVING PROFESSIONAL ENGINEERING FIRM ROTATION LIST FOR VARIOUS CITY PROJECTS (ENGINEERING)

Juan Guerra, City Manager, introduced the item and stated staff recommended S&B Infrastructure, R. Gutierrez Engineering, Dannenbaum, Half Associates, Terracon, Melden & Hunt, Javier Hinojosa Engineering, and Tedsj.

Comm. Carrillo moved to approve as recommended. Comm. Elizondo seconded the motion and when put to a vote, it carried unanimously.

F) CONSIDERATION AND ACTION, IF ANY, AWARDED PROPOSAL FOR IN-HOUSE PRODUCTION (EVENTS CENTER)

Juan Guerra, City Manager, introduced the item and stated staff recommended Melhart Music Center.

Comm. Maldonado moved to award proposal to Melhart Music Center for In-House Production. Comm. Medina seconded the motion and when put to a vote, it carried unanimously.

G) CONSIDERATION AND ACTION, IF ANY, AWARDED PROPOSAL FOR IN-HOUSE SECURITY (EVENTS CENTER)

Juan Guerra, City Manager, introduced the item and stated staff recommended South Star Security Services.

Comm. Carrillo moved to award South Star Security Services for In-House Security. Comm. Guajardo seconded the motion and when put to a vote, it carried unanimously.

H) CONSIDERATION AND ACTION, IF ANY, AWARDED PROPOSAL FOR CAFETERIA PLAN ADMINISTRATIVE SERVICES (HR)

Juan Guerra, City Manager, introduced the item and recommended Lone Star Insurance Services and Holmes & Murphy RJGRS.

Comm. Carrillo moved to award proposal to Lone Star Insurance Services and Holmes & Murphy RJGRS for Cafeteria Plan Administrative Services. Comm. Elizondo seconded the motion and when put to a vote, it carried by a majority vote of six (6) ayes and one (1) abstention. Mayor Hernandez abstained from voting.

I) CONSIDERATION AND ACTION, IF ANY, ON PHARR MUNICIPAL COURT AMNESTY PROGRAM FOR DECEMBER 2, 2015 THRU DECEMBER 29, 2015 (MUNICIPAL COURT)

Juan Guerra, City Manager, introduced the item and recommended approval.

Comm. Carrillo moved to approve. Comm. Guajardo seconded the motion and when put to a vote, it carried unanimously.

ITEM 6 CONTRACTS/AGREEMENTS:

A) CONSIDERATION AND ACTION, IF ANY, ON CONTRACT WITH EVERBRIDGE FOR MASS NOTIFICATION SYSTEM (IT)

Juan Guerra, City Manager, introduced the item and recommended approval.

Comm. Carrillo moved to approve. Comm. Medina seconded the motion and when put to a vote, the motion carried unanimously.

B) CONSIDERATION AND ACTION, IF ANY, ON PROFESSIONAL SERVICES AGREEMENT WITH CATHY B. JONES, CPA, CIA, CFE, CRMA FOR INTERNAL AUDIT SERVICES (FINANCE)

Juan Guerra, City Manager, introduced the item and recommended approval of a 60-day extension of contract.

Comm. Carrillo moved to approve. Comm. Maldonado seconded the motion and when put to a vote, it carried unanimously.

C) CONSIDERATION AND ACTION, IF ANY, ON AUTHORIZING CITY MANAGER TO NEGOTIATE CONTRACT WITH DBR ENGINEERS TO EVALUATE THE ELECTRICAL SYSTEM AT THE PHARR AQUATIC CENTER IN CONJUNCTION WITH PSJA ISD (ENGINEERING)

Juan Guerra, City Manager, introduced the item and recommended approval.

Comm. Carrillo moved to approve. Comm. Elizondo seconded the motion and when put to a vote, it carried unanimously.

ITEM 7 CLOSED SESSION: IN ACCORDANCE WITH CHAPTER 551 OF THE TEXAS GOV'T. CODE, THE PHARR BOARD OF COMMISSIONERS HEREBY GIVES NOTICE THAT IT MAY MEET IN A CLOSED (NON-PUBLIC) EXECUTIVE SESSION TO DISCUSS THE ITEMS LISTED ON THE PUBLIC PORTION OF THE MEETING AGENDA, INCLUDING ITEMS 2 - 6

None.

ITEM 8 RECONVENE INTO REGULAR SESSION, AND CONSIDER ACTION, IF NECESSARY ON ANY ITEM(S) DISCUSSED IN CLOSED SESSION

None.

ITEM 9 ADJOURNMENT

There being no other business to come before the board, Comm. Carrillo **moved** to adjourn. Comm. Elizondo seconded the motion and when put to a vote, the motion carried unanimously. Meeting adjourned at 5:14 p.m.

CITY OF PHARR

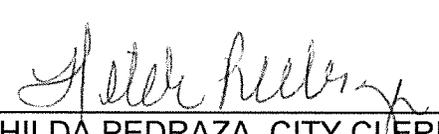


AMBROSIO HERNANDEZ
MAYOR

STATE OF TEXAS
COUNTY OF HIDALGO
CITY OF PHARR

ON THIS THE 1st DAY OF DECEMBER, 2015 the Board of Commissioners of the City of Pharr, Texas convened in a **REGULAR CALLED MEETING** at the Commissioner's Room located at 118 S. Cage, 2nd Floor, Pharr, Texas. The meeting being open to the public and notice of said meeting, giving the date, place, subject, hereof, having been posted in accordance with Chapter 551, Texas Government Code (Open Meetings Act) and there being present a quorum, I, **HILDA PEDRAZA, CITY CLERK**, of the City of Pharr, Texas, certify that this is a true and correct copy of the minutes.

ATTEST:



HILDA PEDRAZA, CITY CLERK

APPROVED: January 11, 2016