

**MINUTES
PHARR BOARD OF COMMISSIONERS
WORKSHOP SESSION
SATURDAY, JULY 30, 2016 AT 8:30 A.M.
118 SOUTH CAGE 2ND FLOOR**

The Board of Commissioners of the City of Pharr, Texas, met in a Workshop Session on Saturday, July 30, 2016 and following is the record of attendance.

BOARD OF COMMISSIONERS PRESENT: Mayor Ambrosio Hernandez
Comm. Eleazar Guajardo
Comm. Roberto Carrillo
Comm. Edmund Maldonado, Jr.
Comm. Ricardo Medina

BOARD OF COMMISSIONERS ABSENT: Mayor Pro-Tem Oscar Elizondo
Comm. Mario Bracamontes

STAFF PRESENT: Juan G. Guerra, City Manager
Edward Wylie, Assistant City Manager
Hilda Pedraza, City Clerk
Imelda Barrera, Asst. City Clerk
William Ueckert, City Engineer
Raul Garza, CDBG Director
Karla Moya, Finance Director
Rodolfo Martinez, Municipal Judge
Ruben Villescas, Police Chief
Lenny Perez, Fire Chief
Rene Saenz, Asst. Public Works Director
David Garza, Public Utilities Director
Gary Rodriguez, Events Center Dir.
Melanie Cano, Development Services Dir.
Roel Garza, Parks & Rec. Dir.
Jason Arms, IT Director
Luis Bazan, Bridge Director
Jason Arms, IT Director
Anali Cantu, Human Resources Director
Sergio Contreras, PEDC Director
Patricia Rigney

CITY ATTORNEY

CALL TO ORDER

Mayor Hernandez called the meeting to order.

ITEM 3 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

The time being 8:55 a.m., Mayor Hernandez stated the commission would be entering in a closed session in accordance with Chapter 551 of the Texas Govt. Code to discuss agenda items listed in the public portion of the agenda and Pursuant to Sections 551.071, 551.072, 551.074, 551.076, 551.084 and 551.087.

ITEM 4 RECONVENE INTO REGULAR SESSION, AND CONSIDER ACTION, IF NECESSARY ON ANY ITEM(S) DISCUSSED IN CLOSED SESSION

The time being 11:04 a.m. Mayor Hernandez stated the commission had completed its closed session would be resuming the open meeting.

ITEM 1 WELCOMING REMARKS BY CITY MANAGER AND/OR MAYOR

Juan G. Guerra, City Manager, welcomed everyone in attendance.

ITEM 2 DISCUSSION OF PENDING AND/OR PROPOSED CITY PROJECTS, PROGRAMS AND INDIVIDUAL DEPARTMENTAL DIVISIONS, DUTIES, ROLES, STRUCTURE, EVALUATION; DISCUSSION OF THE FISCAL YEAR 2016-2017 BUDGET FOR ALL CITY GENERALLY AND INCLUDING THE FOLLOWING ENTITIES: TAX INCREMENT REINVESTMENT ZONE (TIRZ); TAX INCREMENT REINVESTMENT ZONE II (TIRZ II); PHARR ECONOMIC DEVELOPMENT CORPORATION II (PEDC); PHARR POLICE ATHLETIC LEAGUE (PAL); PHARR HOUSING FINANCE CORPORATION (PHFC); PHARR HOUSING FINANCE CORPORATION JACKSON PLACE APTS.; AND PHARR PUBLIC FACILITIES CORPORATION; DISCUSSION ON CAPITAL PURCHASES, CAPITAL IMPROVEMENT PROJECTS, PERSONNEL, AND DEBT

IT DEPARTMENT

Jason Arms, IT Director, gave an overview of the IT Department noting the department will continue to grow and support new and innovative technologies. Some of the 2017 projects mentioned were the installation of a paperless document system, assist in and support robotics program, new digital broadcast system, expanded WiFi offerings within the City, and added security cameras in various City buildings. He stated work orders were growing over the past four years and staff has been learning and training employees to be self-supporting.

A brief discussion was held about the reduction in budget. Staff reported there was a 20% cut in contractual services however, there would be an increase in personnel expenses.

PARKS & RECREATION/PAL/GOLF

Role Garza, Parks & Recreation Director, reported the department received a Texas Parks and Wildlife matching grant for the Pharr Nature Park in the amount of \$250,000. He recapped on the new goals for 2016-2017 stating they would continue to coordinate with the school district to develop city/school parks and expand the youth and adult recreational programs.

Mr. Garza also reported on the Tierra Del Sol Golf Club. He stated they would look for ways to promote and increase golf tournaments to increase revenues. Also discussed was the setting of guidelines to manage better the golf course.

Lastly, Mr. Garza gave an overview of the Police Athletic League history and events. New goals were to review internal operations for increased productivity and efficiency, attain grants for PAL mentoring programs and equipment, initiate recognition program for volunteers, and create an interlocal partnership with the school district to meet the needs of the participants.

Discussion was held about the selling of calendars with Point Blank. Staff was instructed to meet with them to see if they were interested in sponsoring the calendars and provide an update to the Commission.

HUMAN RESOURCES

Anali Cantu, HR Director, stated the department was established on October 1, 2015 and gave an overview of the department organizational structure and accomplishments. She further went over the new goals which were the implementation of a compensation plan, development of wellness program, Pharr University, employee portal, innovate and digitalize the HR Department,

update the safety manual, and digitalize the civil service library. She recapped on upcoming changes in benefits, birthday employee appreciation, and employee of the month.

EVENTS CENTER/CITY FESTIVALS

Gary Rodriguez, Boggus Ford Events Center Director, gave an overview of the department duties and responsibilities. He mentioned about full-time and part-time employees by stating part-time personnel were activated on an as-needed basis for concerts, expos and special events. He further stated the venue welcomes promoters and special events coordinators and takes pride in offering exceptional customer service for the promoters, the artists, and the ticket-holders.

Mr. Rodriguez reported the primary community events were the Pharr Hub Phestival, 4th of July Independence Day Celebration & Fireworks, Pharr Diez 7 Seis de Septiembre Phestival, Christmas Posada, amongst other events. In summary, he mentioned the department was dedicated to exceeding the expectations of the Mayor and Commissioner, and City Manager through consistent commitment and responsibility in the delivery of success and exceptional performance.

A brief discussion was held about the Friday Night Honky Tonk events. Staff briefly reported this event was a pilot program to support local musicians and Pharr hotels. He mentioned revenue has increased through concession sales.

ENGINEERING

Bill Ueckert, City Engineer, went over the mission statements and duties of the department. He explained the process and procedure of construction projects by stating their responsibilities include the management of infrastructure construction for new development and capital projects. In addition, they provide subdivision plat and plans review for consistency and compliance with city standards. He gave an overview of current and future projects.

DEVELOPMENT SERVICES

Melanie Cano, Development Services Director, gave an overview of the departments main duties and responsibilities. She stated the goals for 2016-2017 were to continue efforts in the design and implementation of several programs such as the Rebuild the Middle Class- Live in Pharr Project, Pharr Living Initiative, and Restaurant Row Project. In addition, encourage public participation and cooperation in city beautification efforts by completing the Pharr Downtown Park and implementing new landscaping programs. She further mentioned they were looking for opportunities to establish a mobile food park in the city of Pharr.

LIBRARY

Adolfo Garcia, Library Director, recapped on the services provided at the Library. He further reported on the South Pharr Development and Research Center by stating the cleaning process had started and the next step was the bidding process.

At this time, staff advised Comm. Maldonado and Mayor Hernandez needed to leave. Therefore, workshop needed to be adjourned due to lack of quorum and continuation would be scheduled some time next week.

ITEM 3 ADJOURNMENT

Comm. Guajardo **moved** to adjourn. Comm. Medina seconded the motion and when put to a vote, the motion carried unanimously. Workshop adjourned at 2:09 p.m.

CITY OF PHARR



AMBROSIO HERNANDEZ
MAYOR

STATE OF TEXAS
COUNTY OF HIDALGO
CITY OF PHARR

ON THIS THE 30th DAY OF JULY, 2016 the Board of Commissioners of the City of Pharr, Texas convened in a **WORKSHOP SESSION** at the Commissioner's Room located at 118 S. Cage, 2nd Floor, Pharr, Texas. The workshop being open to the public and notice of said workshop, 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: September 6, 2016