

The Board of Commissioners for the City of Alamo, Texas met for the Special Meeting on Monday, June 29, 2020 at 6:00 p.m, at the City of Alamo Municipal Building.

COMMISSION PRESENT:

Mayor Diana Martinez
Robert De La Garza, Mayor Pro-Tem
Okie Salinas, Commissioner via video conference
Pilar Garza, Commissioner via video conference
Pete Morales, Commissioner via video conference

COMMISSION ABSENT:

STAFF PRESENT:

Robert L. Salinas, City Manager
Cris Palacios, City Attorney
Alexandra Rangel, City Secretary
Richard Ozuna, Police Chief
Roy Contreras, Fire Chief
Rafael Tapia, AEDC Director

I. CALL MEETING TO ORDER

Mayor Diana Martinez called the regular meeting held on Monday, June 29, 2020 to order at 6:00 p.m. at the City of Alamo Municipal Building. Mayor Diana Martinez led the Pledge of Allegiance and Robert Salinas led the Invocation.

C. Updated Mayoral Declaration of Local State of Disaster Due to Public Health Emergency.

City Manager Robert Salinas stated this declaration is one that mirrors the county, the update included a city wide curfew shall be imposed from 11:00 p.m. to 5:00 a.m. for all persons aged eighteen (18) and over, unless that person is out for a medical emergency or to perform certain Essential Activity and for all persons aged seventeen (17) and under, a city wide curfew shall be imposed from 10:00 p.m. and 6:00 a.m. I sent over an updated declaration earlier today in which I the removed wording of wearing a face mask, just to mirror the county's declaration. In addition, for reopen services according to the Governor orders GA-26, there is no occupancy limit for: Religious Services conducted in Churches, congregations, and houses of worship.

2) Local government operations, including County and Municipal governmental operations related to licensing, permitting, recordation, and document filing services, as determined by the City of Alamo.

3) Child Care Services

4) Youth Camps, including but not limited to those defined as such under Chapter 141 of the Texas Health and Safety Code, and including all summer camps and other daytime and overnight camps for youths.

5) Any outdoor gathering estimated to be in excess of 100 people with approval by the Mayor

The following outdoor establishments/venues shall operate at no more than 50 percent of the normal operating limits.

establishments shall operate at 50 percent occupancy with at least six feet of social distancing between work stations. At the time of this declaration, it was stated restaurants can operate at a 75%, but that has been removed since Governor Orders GA-26 stated to return to 50%. In addition, face masks are now a requirement.

Mayor Diana Martinez is recommending for city buildings to be closed to the public based on the numbers increasing.

City Manager Robert Salinas responded this was an idea he had for while ever since our numbers have increased and for the safety of our employees, and the possibilities to send some employees home.

Mayor Diana Martinez is also recommending to stop garage sales

City Manager Robert Salinas responded since last Sunday we have gotten a total of 91 cases

Mayor Diana Martinez stated whatever we have to close, do we need to follow the county's curfew?

City Attorney Cris Palacios responded the city may restrict it, but you still have to follow the county. The issue is if the city places a different curfew it will be confusing for residents to follow.

Mayor Pro-Tem Robert De La Garza asked Mr. Salinas for building facilities to be closed

City Manager Robert Salinas responded yes, City Hall's lobby, Parks and Rec. the Municipal Court as well, perhaps by appointment such as the EDC.

City Attorney Cris Palacios responded the Judge has placed a plan of action for nonessential hearings.

Mayor Diana Martinez motion to approve, and Mayor Pro-Tem Robert De La Garza seconded. Motion carried.

D. Discussion and action to approve policy and procedure manual for the Alamo COVID-19 Assistant Program (ACAP).

AEDC Director Rafael Tapia stated the reason for the program purpose, Section 2 administration, review program, Section 3 Residential Rents/Mortgages Eligibility, Applicants must demonstrate need for assistance (i.e. loss of job, laid off, reduce time, loss of income, etc.) it is capped at a combined income of \$60,000/year. Applicants must provide a rent/ lease agreement and also financial statements for 2019 or 2018.

Mayor Diana Martinez asked what if they don't have an agreement, will a letter do?

AEDC Director Rafael Tapia responded applicants can provide receipts, this can be found in Section 3.3 (f) Lease and/or rental agreement; rental receipts can be submitted in place of agreement. He continued to section 4 Business Assistance, he stated he added to 4.1 Eligibility for the business must demonstrate a need for assistance in results of COVID-19 and on Section 4.3 it was added stating applicants need to provide 2020 profit and loss statements for the year 2020, starting January 2020 to the present. Section 5 states:

Applications will be submitted to the Program Manager.

b) Only completed applications will be considered.

c) Applications will be considered on a first come basis and while funds remain available.

d) Applications will be reviewed by a project review committee.

e) The review committee will select applications for consideration and final approval by City Commission or Program Review Board.

f) The City Commission or Program Review Board will have final approval or denial on applications.

g) From application submission to funding process should take approximately 30 to 45 days.

On Section 6 Terms and Conditions:

a) The maximum grant amount will be \$5,000.00.

b) For the residential program, only one award per qualifying residential location shall be granted.

c) For the residential program, applicant must be a US Citizen or legal resident.

d) For the business program, 51% of the business must be owned by a US Citizen(s) or legal resident(s).

e) For the business program, only one award will be provided per individual business.

f) Business owners can apply for multiple businesses, as long as each business represents a separate

business and separate location within the City of Alamo.

g) Members of the City Commission and/or appointed Program Review Board and immediate family are

ineligible to apply under this program.

h) Program is limited by Federal guidelines and restrictions as applicable.

Mayor Diana Martinez asked what is the amount for rent?

AEDC Director Rafael Tapia stated \$250,000 based on his understanding.

City Manager Robert Salinas responded the budget was 20% and was reduced because the county asked to be in the limits of what they asked for us, which is around \$453,000 total.

Mayor Diana Martinez asked is that the business loan

City Manager Robert Salinas responded that is both business and residential, we just have to divide it.

AEDC Director Rafael Tapia stated on section 7 Distribution of Funds, what will happen he will submit a packet to the city manager from then it will move forward to finance.

Mayor Diana Martinez asked are there any people interested

AEDC Director Rafael Tapia responded we have 43 applicants on a waitlist, both business and residential. In addition, in Section 8 Program Documentation W-9 form: This form will be required as part of the application submission. The City of Alamo requires this in order to process payment. On Section 9 Recipient's Obligations states not to discriminate and to maintain records incase of an audit. He states the application is two pages with basic information on how the applicant is requesting funds.

City Manager Robert Salinas asks what is this form?

AEDC Director Rafael Tapia responded that is the grant agreement form, in just reinstates the rules on how you can use the funds. He continues to say if the commission approves the policy and procedures today he can move forward tomorrow, and hopefully review the first batch on July 16th and approved on July 22nd. In hopes of getting a batch approved twice a month, if you have not heard the County is doing a similar program for residents and should roll out on July 7th.

Commissioner Pete Morales asked how many people are on the waiting list?

AEDC Director Rafael Tapia responded 43

Mayor Pro-Tem Robert De La Garza motion to approve, and Mayor Diana Martinez seconded. Motion carried.

E. Discussion and action to appoint the Alamo EDC as the Alamo COVID-19 Assistant Program (ACAP) review board.

AEDC Director Rafael Tapia stated the EDC board is ready to go and have a resolution ready. How the process will work is once the application is submitted to the EDC, the review committee will review again to make sure nothing is missing, then it will go to the EDC board from then it will be decided if it will be approved or denied. If approved, it will move forward to the city manager.

City Manager Robert Salinas asks once approved by the EDC you are releasing funds?

AEDC Director Rafael Tapia responded yes

City Manager Robert Salinas states then it comes to us for the PO and check

AEDC Director Rafael Tapia responded yes

City Attorney Cris Palacios asks so it doesn't come to the commission?

AEDC Director Rafael Tapia responded no, what comes to the commission will be a detailed report of the applicants.

Mayor Diana Martinez motion to approve, and Mayor Pro-Tem Robert De La Garza seconded. Motion carried.

I. ADJOURNMENT

Citizens are encouraged to sign the attendance sheet.

There being no further business, Mayor Diana Martinez adjourned the meeting at 6:24 pm



Mayor Diana Martinez

ATTEST:


Alexandra Rangel, City Secretary

