

The Board of Commissioners for the City of Alamo, Texas met for the Regular Meeting on Tuesday, September 6, 2022 at 6:00 p.m., at the City of Alamo Municipal Building.

**COMMISSION PRESENT:**

Pete Morales, Mayor Pro-Tem  
J.R. Garza, Commissioner  
Pilar Garza, Commissioner

**COMMISSION ABSENT:**

Mayor Diana Martinez  
Okie Salinas, Commissioner

**STAFF PRESENT:**

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

Sergio Zavala, Planning Director  
Adela Perez, Purchasing Agent  
Alex Oyoque, Museum Director  
Ronnie Cruz, City Engineer  
Julio Villareal, Public Works Director  
Yvette Mendoza, Finance Director  
Melissa Leal, Water Billing Supervisor

**1. CALL MEETING TO ORDER**

*Mayor Pro-Tem Pete Morales called the regular meeting held on Tuesday September 06, 2022 to order at 6:00 p.m. at the City of Alamo Municipal Building. Mayor Pro-Tem Pete Morales led the Pledge of Allegiance and Pastor Tuttle led the Invocation.*

**C. Presentations and Announcements**

*Mayor Pro-Tem Pete Morales gave his condolences to Artemio Martinez.*

**D. Consideration and Action to approve the minutes for the second regular meeting of August 16, 2022.**

*Commissioner J.R. Garza motioned to approve, and Commissioner Pilar Garza seconded. Motion carried.*

**E. Consideration and Action to approve a resolution for RGV Littmas Event Street Closure**  
*Library Director Lori Solis stated this is a continuation of approval for the street closure.*

*Commissioner J.R. Garza motioned to approve, and Commissioner Pilar Garza seconded. Motion carried.*

**F. Consideration and Action to approve a resolution for PSJA Memorial ECHS Homecoming Parade.**

*Library Director Lori Solis stated this is for their annual Homecoming Parade.*

*Commissioner J.R. Garza motioned to approve, and Commissioner Pilar Garza seconded. Motion carried.*

**G. Consideration and Action to approve resolution for the submission of grant application to the Office of The Governors Public Safety Office Criminal Justice Division and authorizing Police Chief as authorized representative for this application.**

*Police Chief Richard Ozuna stated this is to equip our officers with new shields, we are requesting for \$250,000 with \$0 match.*

*Commissioner J.R. Garza motioned to approve, and Commissioner Pilar Garza seconded. Motion carried.*

**H. Presentation regarding the use of forfeiture funds by the Alamo Police Department**  
*Police Chief Richard Ozuna stated these funds will be used to purchase tactical rifles.*

*Mayor Pro-Tem Pete Morales asked how much money is there?*

*Police Chief Richard Ozuna responded about \$40,000 and still pending funds.*

**I. Consideration and Action to approve a MOU between the City of Alamo and the Children's Advocacy Center Of Hidalgo And Starr Counties**

*Police Chief Richard Ozuna stated this is done every year with the cities.*

*Commissioner J.R. Garza motioned to approve, and Commissioner Pilar Garza seconded. Motion carried.*

**J. Consideration and Action to approve an interlocal agreement between the City of Alamo and Military Highway Water Supply Corp.**

*City Manager Robert Salinas stated this is for the new development on El Gato Road and they are asking for the city to handle sewer services and charge the services.*

*Mayor Pro-Tem Pete Morales asked how long do we get to charge them?*

*City Manager Robert Salinas responded in this agreement it states 50 years, in past agreements we have done 30 years. After speaking with Military Highway Water Supply they stated they will not be installing sewer anytime soon, but it was discussed to purchase the sewer CCN.*

*Commissioner J.R. Garza motioned to approve, and Commissioner Pilar Garza seconded. Motion carried.*

**K. Consideration and Action to approve the purchase of Timeclock Plus for timeclock purposes.**

*City Manager Robert Salinas stated this is a software for all of our employees to use to clock in and out. This includes different methods of signing in such as face recognitions and funnel all the information into the finance department.*

*Commissioner J.R. Garza motioned to approve, and Commissioner Pilar Garza seconded. Motion carried.*

**L. Consideration and Action to approve a Proposed Renovation of 6 baseball infields for the Alamo Sports Complex and Alaniz and Villagomez Parks**

*City Manager Robert Salinas stated On July 19th the Alamo Board of Commissioners approved the cost of the renovation of 3 softball fields, 2 at the Sports Complex and 1 at Alaniz Park. The total cost for the 3 fields was \$41,868. On August 24th I went before the Alamo EDC to request 4B money for an additional 3 softball fields to be renovated and to repair and re-plaster the City's swimming pool. The Alamo EDC authorized a total amount of \$83,736 which is for all 6 fields (\$41,868 X 2.) On September 1, we met with a representative from Texas Multi-Chem and explained to them that we wanted to strip off the infield grass and convert everything to simply dirt, it's better for less maintenance. Mr. Smith from Texas Multi-Chem sent an updated proposal for the additional labor and materials needed to complete this task. -see attached e-mail and update.*

*The total cost for all work will be \$137,100. The EDC has approved a total of \$83,736 to complete most of the work leaving \$53,364. This item will authorize the approval of the addendum to include the additional work needed to complete the overhaul of the fields.*

*Commissioner J.R. Garza this will help with the overall maintenance of the fields.*

*Mayor Pro-Tem Pete Morales stated it will help in the long run*

*Commissioner J.R. Garza motioned to approve, and Commissioner Pilar Garza seconded. Motion carried.*

**M. Consideration and Action to approve an agreement with Enterprise Fleet Management**



*City Manager Robert Salinas stated this is from the workshop we had earlier, our City Attorney has been reviewing the contract.*

*Commissioner J.R. Garza motioned to approve, and Commissioner Pilar Garza seconded. Motion carried*

#### **PUBLIC HEARING**

##### **Public Hearing regarding 2022-2023 City Budgets for the General Fund, Water and Sewer Fund, Debt Service Fund and Hotel/Motel Tax Fund.**

*City Manager Robert Salinas stated he was happy to announce the city was proposing a balanced budget of \$13,285,397. For the Debt Service Fund Total Revenue of \$1,553,032 million for Expenditures of \$1,393,886 million over expenditures of \$173,701. Hotel tax fund total revenue of \$103,500 and expenditure of \$102,903 and revenue over/under expenditures of \$597.*

*Mayor Pro-Tem Pete Morales asked if Mr. Salinas can explain to the public that we are approving a budget that is not in a deficit.*

*City Manager Robert Salinas stated in the past a budget has been approved with a deficit and for the first time in a while we approved a budget in which we are not over or under. Within this budget we are able to do some much such as increasing wages and additional positions.*

*Mayor Pro-Tem Pete Morales asked if he can explain how the appraisal district helped*

*City Manager Robert Salinas stated yes, and that can be explained in the next item*

*Commissioner J.R. Garza asked what was the increase of wages?*

*City Manager Robert Salinas stated for the majority was 5%*

*Rev Torres asked how much was that stimulus money?*

*City Manager Robert Salinas stated none*

*Rosemarie Alaniz asked how much was budgeted for the streets department?*

*City Manager Robert Salinas responded \$893,413, in this coming year an increase of overlays will be seen due to our Urban County Program.*

*Rosemarie Alaniz asked and this will be within the year?*

*City Manager Robert Salinas responded yes, if weather permits.*

##### **N. Consideration and Action on an Ordinance to Adopt the City of Alamo Fiscal Year 2022-2023 City Budgets for the General Fund, Debt Service Fund, Water and Sewer Fund and Hotel/Motel Tax Fund.**

*Mayor Pro-Tem Pete Morales motioned to approve, and Commissioners J.R. Garza seconded. Motion carried.*

#### **PUBLIC HEARING**

##### **Public Hearing on Proposed Tax Rate \$0.5817/\$100.00 Valuation for the City of Alamo for Fiscal Year Beginning October 1, 2022 through September 30, 2023.**

*City Manager Robert Salinas stated we are requesting for the amount to stay the same. A portion to the General Fund in the amount of .5226, and a portion to the Debt Service Fund in the amount,.0591 for a total amount of .5817.*

*Mayor Pro-Tem Pete Morales asked if we had the tax rate of our neighboring cities?*

*City Manager Robert Salinas responded not at this time, but we are lower than any of our neighboring cities.*

*Pastor Tuttle stated for the city to lower taxes*

*Mayor Pro-Tem Pete Morales asked is this something we can look at for next year?*

*City Manager Robert Salinas stated it is something we can look at; however, this will depend how we are doing as the city develops. It is very easy to decrease but it is a very difficult task to increase.*

*Rev Torres asked was there any projects used with stimulus money to fund projects?*

*City Manager Robert Salinas responded yes, and if we did not have those funds we would of have used our general funds. Will we need to increase taxes for future projects, this is something we would look at in the future. At the end it depends on the voters on what they want to do.*

*Mayor Pro-Tem Pete Morales asked the project on 495 will help*

*City Manager Robert Salinas responded yes*

**O. Consideration and Action on an Ordinance Adopting the Tax Rate and Levy for the City of Alamo for the Tax Year 2022 and Fiscal Year beginning October 1, 2022 through September 30, 2023.**

*Commissioner J.R. Garza motioned to approve, and Commissioner Pilar Garza seconded. Motion carried.*

**PUBLIC HEARING**

**Public Hearing on a Rezoning Application for the South ½ and the North ½ of Lot 4, Block 3, Alamo Original Townsite; FROM 'R-1' Single Family Dwelling Residential TO 'C' Commercial zoning district; Applicant: Alberto Cazares/Zares, LLC**

*No citizen participation*

**P. Consideration and Action on an Ordinance to Rezone the South ½ and the North ½ of Lot 4, Block 3, Alamo Original Townsite; FROM Single Family Dwelling Residential TO 'C' Commercial zoning district; Applicant: Alberto Cazares/Zares, LLC**

*Planning Director Sergio Zavala stated Mr. Cazares' has 2 deeds for Lot 4; being deeds for the N ½ and another deed for the S ½. To simplify the requests, staff will just refer to the rezoning as Lot 4. The site is approximately 150' east of Alamo Road along the south side of Duranta, i.e., it is directly south of Walgreens, a highly used place of business. Please see a photograph taken last week of this vacant lot for your review. The 1924 plat reflects Lot 4 as a SO' x 150' Lot which also has access to a public alley. Surrounding Zonings: North & West is Commercial. East & South is R-1 Residential. Surrounding Land uses: N&W is commercial. East is residential. South is a vacant lot. The FLUM designation is Low Density (LO) residential & borders a Commercial designation. In assessing the proposed request, a commercial zone does not appear to be detrimental to the area since it's only 150' from a major TXDoT street as it intersects Duranta, also a highly used collector street. Any incoming business operation would have to provide a min. 6' solid buffer to the east; should the alley to the south not be paved, this will be required during the business license stage if it will be used for exiting/entering the lot. Planning & Zoning Commission on August 17, 2022: Unanimously approved*

*Commissioner J.R. Garza motioned to approve, and Commissioner Pilar Garza seconded. Motion carried.*

**PUBLIC HEARING**

**Public Hearing on an Annexation Ordinance of property to be voluntarily annexed being described as the North 10 acres of Lot 3, Block 41, Alamo Land and Sugar Company's Subdivision**

*No citizen participation*



**Q. Consideration and Action on an Annexation Ordinance of property to be voluntarily annexed being described as the North 10 acres of Lot 3, Block 41, Alamo Land and Sugar Company's Subdivision**

*Planning Director Sergio Zavala stated attached please find an Ordinance to voluntarily annex the acreage described above. The acreage is the proposed Tower Villas Subdivision; and pursuant to policy, the developer has requested voluntary annexation. The vicinity map depicts the location of the tract. The property is vacant/open, i.e., there are no structures thereon.*

*Planning conducted the first Public Hearing on Tuesday, August 30, 2022. See attached minutes of that hearing. The hearing was published according to law, but no one appeared.*

*The next step in the process is for the Board of Commissioners to conduct a 2nd Public Hearing; thereafter, the Board may adopt the Annexation Ordinance. Staff Recommendation: Conduct Public Hearing; thereafter, Annexation Ordinance to be approved.*

*Commissioner J.R. Garza motioned to approve, and Commissioner Pilar Garza seconded. Motion carried.*

**R. Consideration and Action on an Ordinance to Amend Title 10 -'Zoning Regulations', related to 'Permitted Uses' in:**

- **Section 10-5-2 (A) of the R-1 District**
- **Section 10-SA-2 (A) of the SH/R-1 District**
- **Section 10-SB-2 (A) of the SH/R-MH District, and**
- **Section 10-7-2 (A) of the R-MH District;**

**to specify that only 'One' structure per lot in said districts shall be 'Permitted' for residential purposes.**

*Planning Director Sergio Zavala stated please see the attached excerpts of the above zoning district. Planning has marked the changes needed to clarify/specify that only ONE residential structure per lot shall be permitted for each of the above zoning districts. Staff has enforced this consistently as such; however, there was a question raised recently by a property owner as to the# of dwellings they could have for each lot. When the Code was reviewed, this is when it was discovered that it could be clarified better, as marked. Staff's Recommendation: Approval. Planning & Zoning Commission Meeting: August. 17, 2022 Unanimously approved.*

*Mayor Pro-Tem Pete Morales motioned to approve, and Commissioner J.R. Garza seconded. Motion carried.*

**S. Consideration and Action on Ordinance to Amend Title 10 -'Zoning Regulations', Section 10-9-1 (A) 'Permitted Uses' in the Commercial zoning district, to include 'Car Wash' and 'Storage Facility (individually leased/rented units)'.**

*Planning Director Sergio Zavala stated there have been 2 uses that have been permitted in the last few months for permits in the Commercial zone, but where the zoning codes' Permitted uses did not list them as allowable. Attached please find the complete list of uses in the Commercial district. As you may discern, the list does not currently include a 'car wash' nor a 'storage facility (individually leased/rented units)'. This ordinance will add these uses to be 'Permitted Uses' in the Commercial zoning district; & thus reconcile any previous permits having been issued, too. Staff's Recommendation: Approval. Planning & Zoning Commission Meeting: August. 17, 2022 Unanimously approved.*

*City Manager Robert Salinas asked if was possible to remove billboards from the permitted uses?*

*Planning Director Sergio Zavala responded not at this time*

*Mayor Pro-Tem Pete Morales motioned to approve, and Commissioner J.R. Garza seconded. Motion carried.*

**T. Consideration and Action on Ordinance Amending Title 10 -'Zoning Regulations', Chapter 3 'General Zoning Provisions', Section 10-3-2 (B) 'Area and Density**



**Regulations' to mandate a maximum two foot (2') roof overhang for residential structures when said overhang's furthest edge is three feet (3') from the side property line to another private property**

*Planning Director Sergio Zavala stated Attached please find a copy of the proposed ordinance to the intended effect described above. The City of Alamo has previously directed contractors and home-owners that they can only have a maximum two-foot roof overhang on their homes. In recent review of Section 10-3-2 (B), this is not quite expressed as clearly as it could be. The previous intent of staff's direction to contractors was to simply safeguard the common side boundary line between neighbors so that there is sufficient fire clearance but, also to have any rainwater runoff be detained on the owner's property, i.e., not have it spill over to the neighbor due to a longer roof overhang. This ordinance will reconcile the previous guidance of the past to the intended effect desired now. Staff's recommendation: Approval. Planning & Zoning Commission Meeting: August. 17, 2022 Unanimously approved.*

*Mayor Pro-Tem Pete Morales motioned to approve, and Commissioner J.R. Garza seconded. Motion carried.*

**U. Consideration and Action on Ordinance Amending Title 9 'Building Regulations', Chapter 1 'Building Codes', Section 9-1-1-2 (B) 'Residential Code Amendments' to require Skirting for mobile homes, other similar modular residential structures, and single family (wood frame) residences using a pad/pier stabilization method.**

*Planning Director Sergio Zavala stated as you may see in the excerpt of the 2012 International Residential Code (IRC), currently the City of Alamo may only recommend that skirting be provided when moving-in mobile homes. There has never been an ordinance requiring this feature. The skirting adds to the aesthetics of a mobile home being placed on the property. However, and just as important, skirting deflects vermin (opossums) from going underneath to squirrel themselves shelter while slowly ripping apart a mobile homes' insulation, panel boards, utility lines, or other components of its service equipment. Regarding wood frame homes on pads/piers skirting can also be equipped to maximize aesthetics with lattice skirting, for example. In conferring with City Building Inspector Vaquera, skirting is typical for mobile homes where most owners would include this in their budget. On pad/pier wood frame homes, he's done the skirting on such wood frame homes - this is not challenging to complete either. Staff's recommendation: Approval to mandate skirting to newly moved-in mobile homes & for pad/pier wood frame homes; skirting to be equipped with access panels for utilities; perimeter trim; no steel aluminum sheets to be used for skirting. Planning & Zoning Commission's Meeting: August. 17, 2022 Unanimously approved.*

*Commissioner J.R. Garza motioned to approve, and Commissioner Pilar Garza seconded. Motion carried.*

**V. Consideration and Action on Ordinance Amending Title 11-'Subdivision Regulations', Section 11-3-11 'Drainage' as it relates to updating/adding storm sewer template exhibits onto Alamo's Drainage Policies.**

*Planning Director Sergio Zavala stated consulting Engineer Ronnie Cruz provided Planning with several template exhibits relating to drainage and storm improvements. If approved, the former exhibits that were approved in January 2022 will be replaced with these updated versions, of course. There is one new template exhibit being the 'Discharge Structure Detail' (being the last exhibit displayed). Moving forward, these storm drainage templates will be used for new subdivisions and new developments. They will have no retroactive effect on ongoing projects. Staff's Recommendation: Approval. Planning & Zoning Commission Meeting on August. 17, 2022 Unanimously approved.*

*Commissioner J.R. Garza motioned to approve, and Commissioner Pilar Garza seconded. Motion carried.*

**EXECUTIVE SESSION: 6:46PM**

**The City Commission will convene in Executive Session, in accordance with Texas Open Meetings Act, Vernon's Texas Statutes and Codes Annotated, Government Code, Chapter**

**551, Subchapter D, Exceptions To Requirement That Meetings Be Open.** The City Commission reserves the right to go into executive session on any item listed in the Agenda Notice whether or not such item is posted as an Executive Session Item at any time during the meeting when authorized by the provisions of the Open Meetings Act. Subject to the foregoing reservation, the following are to items to be discussed in executive session:

1. Pursuant to Texas Government Code §551.071 Consultations with Attorney:
  - a. Discussion regarding MedCare EMS Service contract.

**OPEN SESSION: 7:03PM**

The City Commission will convene in Open Session to take necessary action, if any, in accordance with Texas Government Code, Chapter 551, Open Meetings, Subchapter E, Procedures Relating to Closed Meeting, § 551.102, Requirement To Vote Or Take Final Action In Open Meeting.

**W. Consideration and Action to approve MedCare EMS Service contract**

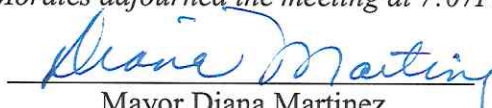
*No action taken*

**CITIZEN PARTICIPATION:** Five minutes per person with no response from the City  
*Rev Torres asked for the city commission to accept an alternate bid for sewer connections at Bonita Estates*

**I. ADJOURNMENT**

Citizens are encouraged to sign the attendance sheet.

*There being no further business, Mayor Pro-Tem Pete Morales adjourned the meeting at 7:07PM*

  
\_\_\_\_\_  
Mayor Diana Martinez

**ATTEST:**  
  
\_\_\_\_\_  
Alexandra Rangel, City Secretary



