

The Board of Commissioners for the City of Alamo, Texas met for the Special Meeting held on Tuesday, November 22, 2022 at 5:30 p.m., at the City of Alamo Municipal Building.

**COMMISSION PRESENT:**

Mayor Diana Martinez  
Pete Morales, Mayor Pro-Tem  
Okie Salinas, Commissioner  
J.R. Garza, Commissioner

**COMMISSION ABSENT:**

Pilar Garza, Commissioner

**STAFF PRESENT:**

Robert L. Salinas, City Manager	Sergio Zavala, Planning Director
Alexandra Rangel, Assistant City Manager	Melissa Leal, Water Billing Supervisor
Cris Palacios, City Attorney	Yvette Mendoza, Finance Director
Richard Ozuna, Police Chief	Ronnie Cruz, City Engineer
Roy Contreras, Fire Chief	Julio Villareal, Public Works Director
Rafael Tapia, AEDC Director	
Lori Solis, Library Director	

**1. CALL MEETING TO ORDER**

*Mayor Diana Martinez called the special meeting held on Tuesday November 22, 2022 to order at 5:30 p.m. at the City of Alamo Municipal Building. Commissioner Okie Salinas led the Pledge of Allegiance and Robert Salinas led the Invocation.*

**C. Presentations and Announcements**

*Library Director Lori Solis announced offices will be closed for the Thanksgiving break, on December 3<sup>rd</sup> we have the Moonlight run and the Christmas Parade deadline is on December 2<sup>nd</sup> and will be held on December 9<sup>th</sup> at the moment there are 26 float participants.*

*Commissioner Okie Salinas wished everyone a Happy Thanksgiving*

*Mayor Diana Martinez thanked the public works employees for fixing the water break on Crockett St.*

*Commissioner J.R. Garza wished everyone a Happy Thanksgiving*

**D. Consideration and Action to approve the minutes for the first regular meeting of November 1, 2022.**

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

**E. Consideration and Action on a Resolution to approve the Temporary Street Closures on a Portion of FM 907 and Business 83 for the City of Alamo Christmas Parade to be held December 09, 2022.**

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

**F. Consideration and Action to approve a resolution for the closure of Business 83 and FM 907 for the Inaugural Moonlight Runner 5k Run / Walk December 3<sup>rd</sup>.**

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

**G. Consideration and Action to approve a job description for an Assistant Parks and Recreation Director.**

*City Manager Robert Salinas stated this is a new position and there is an individual in the department who will be promoted.*

*Mayor Diana Martinez asked any training?*

*City Manager Robert Salinas responded they will continue to be trained under the direction of the Parks and Rec. Director.*

*Commissioner Okie Salinas this will also determine pay?*

*City Manager Robert Salinas responded yes, between \$30,000- \$40,000.*

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

**H. Consideration and Action to approve the Lamar contract for the advertising of Alamo hotel/motels. (Tabled 11/1/22).**

*Commissioner Okie Salinas motioned to untable, and Mayor Diana Martinez seconded.*

*City Manager Robert Salinas stated this item was tabled due to additional questions, we did receive additional information from Lamar for optional advertisement such as billboards in Mexico and the Anzaldua bridge for a total of \$24,000.*

*Orlando Garza and Melissa Flores from Lamar stated these are the best options for the amount of traffic and will continue another year of a flat rate.*

*Commissioner J.R. Garza asked if we want to update the design, we just notify you?*

*Orlando Garza responded yes*

*Diana Martinez asked will that be an additional cost to the city?*

*Orlando Garza responded not for the graphics but for materials, yes.*

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

**I. Consideration and Action to approve the digital billboard agreement with PSJA ISD**

*City Manager Robert Salinas stated this is our annual agreement with PSJA ISD and the total cost is \$12,000.*

*Mayor Diana Martinez asked how often do we use it?*

*City Manager Robert Salinas responded all year.*

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

**J. Discussion and Direction Regarding Proposed Projects for the 2023 Urban County Program Work Plan and Budget.**

*City Manager Robert Salinas stated every year we receive roughly \$250- \$270,000 for projects within the low mod area, currently the project proposed is Morningside South Estates Waterline Upgrade Project the proposed project consists of the installation of approximately 4,400 l.f. of 8" pvc. C900 water lines and fire hydrants to Morningside South Estates SD, to include but not be limited to gate valves, any incidental cuts and replacement of asphalt to adjacent streets/alleys within the project area. Other expenditures will include professional engineering, surveying, geotechnical and construction material testing fees, if needed etc. We are planning on installing sewer lines using ARPA Funding.*

*Commissioner Okie Salinas asked will this be double work.*



*City Manager Robert Salinas stated he doesn't believe it will be double work as long the waterlines and future sewer lines stay 9 feet.*

*Commissioner Okie Salinas motioned to approve, and Mayor Pro-Tem Pete Morales seconded. Motion carried.*

**K. Consideration and Action to approve ARPA purchases for Public Works Department.**

*City Manager Robert Salinas stated the City Commission had budgeted the purchase of a 2022-2023 Ford F-350 (\$75,000), Utility Tractor (\$34,181), 6" Water Pump w/trailer (\$55,000) for the Public Works Department using the 2nd tranche of the ARPA funds. We have finally received the 2nd tranche of the ARPA funds and are wanting to move forward with purchases, however there have been some increases in costs as follows:*

*Ford F-350 Chassis Dump Truck - \$58,201.00 (Previous budget \$75,000.00)*

*John Deere Ztrak - \$33,880.08 (Previous budget \$34,181.67)*

*6" pump - \$65,026.60 (Previous budget \$55,000.00)*

*There is a surplus of funds in the amount of \$7,073.99 remaining within the budget that was allocated for Public Works. This item is before you since the cost is over \$15,000.*

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

**L. Consideration and Action to Select a Professional Engineer for the Alamo Country Club-Drainage Project.**

*City Manager Robert Salinas stated this project will be along Nebraska Rd. When is discussion with ARPA Projects it was discussed it will be used to the Alamo Country club-drainage.*

*Commissioner Okie Salinas stated based on their previous work and in his personnel opinion, he recommended Cruz Hogan.*

*Commissioner Okie Salinas motioned to appoint Cruz Hogan and Commissioner J.R. Garza seconded. Motion carried. With Mayor Diana Martinez in dissent*

**M. Consideration and Action to Select a Professional Engineer for Morningside South-Sewer Project.**

*City Manager Robert Salinas stated this is the project mentioned earlier, located on Ridge Rd. and Cesar Chavez.*

*Commissioner J.R. Garza motioned to select Trimad Consulting, and Commissioner Okie Salinas seconded. Motion carried. With Mayor Diana Martinez in dissent*

**N. Discussion and Possible Action on Ordinance to amend Title 10 'Zoning Regulations', Chapter 13 'Conditional Use Permits', Section 10-13-8 (A)(2)(a) regarding the 300' distance requirement that bars, cantinas, taverns, etc., must be to residential properties; said amendment to delegate variance authority to the Planning & Zoning Commission and the Board of Commissioners.**

*Planning Director Sergio Zavala stated viewing the caption above, and after a recent CUP for a bar was considered, the enclosed ordinance will do the following:*

- Since the CUP (for a bar/cantina) has to be acted on by the P&Z/City Commission anyway, it logically makes sense to have them include any variance to the 300' code, too. Variances are currently considered by the ZBA (at a different hearing and cost).*
- Re-delegation of variance authority exists in Mission; it's been done before by others.*
- Amendment specifies "6' to 8' fence buffering" more clearly than just 'sufficient buffering'.*
- "Soundproof insulation" specifically noted; not just 'sufficient insulation'.*

- Replaced 'prevent destruction' with "minimize damage" to the possible effects of such entertainment establishments to area residences.
- Simply states that it will be the P&Z/City Commission that will have ultimate variance authority to 300' rule; and not the ZBA.
- Provides some guidance on variance to include consideration of extenuating or special circumstances to the variant site, etc.
- To be transparent & just in the city's due process, residential/institutional property owners within the 300' radius shall be sent the typical CUP public hearing notice.
- Amendment will facilitate the CUP/variance process & be more efficient.

*Planning and Zoning Board approved unanimously*

*Commissioner Okie Salinas motioned to approve, and Mayor Pro-Tem Pete Morales seconded. Motion carried.*

**O. Discussion and Action to Appoint and/or Re-appoint members to the Planning & Zoning Commission.**

*Planning Director Sergio Zavala stated attached please find a synopsis based on researching the City Commission's minutes for the last few years as well as Planning's attendance rosters. Due to the expired status and the expiration of another next month, Planning recommends that these 2 members' tenure be examined to be re-appointed or, if desired, to appoint another Alamo resident (Sec. 2-2-2 (A). Terms of full appointment is for 3 years. Jennifer Garza was appointed on 11/16/21 to replace David Martinez who was appointed 12/17 /19 for a 3 year term; thus, set to expire on 12/17 /22. Jennifer's tenure will thus expire on 12/17 /22. Amancio Garza was appointed on 12/18/18 to replace Gilbert Flores who was appointed on 1/2/18 to replace Jose Lucio's terms set to expire on 1/3/20. Amancio's term expired on 1/3/20. Since both regularly attend & are willing to continue serving the City of Alamo, Planning recommends that the Board of Commissioners consider:*

*Commissioner J.R. Garza motioned to reappoint Amancio Garza, and Jennifer Garza and remove Joseph Sweet and Albert Rodriguez and appoint Gabby Hernandez and Thomas Villagomez, and Commissioner Okie Salinas seconded. Motion carried. With Mayor Diana Martinez in dissent*

**P. Discussion and Possible Action on an Ordinance to Amend Title 7 'Public Ways & Property', Chapter 3 'Civic Use of City Property', Section 7-3-1 (E) of the City's Code of Ordinances to provide the City Manager's office with oversight stewardship when a non-profit or civic group proposes an activity or cultural event where alcoholic beverages will be provided for on-site consumption.**

*Planning Director Sergio Zavala stated at a recent City Commission meeting a few weeks ago, they approved the policy named 'Civic Use of City Facilities'. In this policy, the City Manager is provided the delegated authority to review proposals from non-profits or 501C-3 entities to use a city facility, e.g., Alamo Youth Center, a city park, museum, for a civic or cultural event. The policy was created via direction from the City to streamline the review/approval process; thus, making it more efficient. As you know, there are occasions when proposals may include alcoholic beverages as an option beverage to be consumed on-site; be it as a complimentary drink or for sale', e.g., Watermelon festival ... such would include temporary TABC licensing to the proponent, of course. The enclosure amends existing subsection ( E) the new verbiage, criteria, & direction are provided in high-lighted yellow for your convenience. Staff Recommendation: Approval.*

*Mayor Pro-Tem Pete Morales asked can people have a birthday party and have alcohol, for example in a pavilion they rent out?*

*Planning Director Sergio Zavala responded no, it has to be 501C-3*



*Commissioner Okie Salinas motioned to approve, and Mayor Pro-Tem Pete Morales seconded. Motion carried.*

**Q. Consideration and Action to Replace/Re-appoint Member(s) to the Alamo Economic Development Corporation Board**

*City Manager Robert Salinas stated the following Alamo EDC Board Members positions are set to expire at the end of this year.*

*Position 2: Alonso Garza*

*Position 4: Michael Gonzalez*

*Position 6: Jose Luz Garza*

*Commissioner Okie Salinas motioned to reappoint Alonso Garza, Michael Gonzalez, Jose Luz Garza and remove Marsha Acosta and appoint Albert Rodriguez, and Commissioner J.R Garza seconded. Motion carried. With Mayor Diana Martinez in dissent*

**R. Consideration and Action on a request by STX Gladiatrix Fastpitch for the waiver of sport complex fees**

*City Manager Robert Salinas stated STX Gladiatrix Fastpitch 18u would like to partner with the City of Alamo Parks & Recreation for a toy drive/softball tournament. This event will take place December 4, 2022, at the Alamo Sports Complex. They are proposing that the City of Alamo help us with the rental fee of the fields at \$500 and in return they will donate all toys collected to the City of Alamo Parks & Recreation. For spectators to enter the tournament, they are required to bring in an unwrapped toy. These toys can be used for the City of Alamo low-income families and the softball girls will be glad to go out and help pass them out.*

*Commissioner Okie Salinas asked are the fields ready?*

*Parks and Recreation Director Sandra Chavez responded due to the rain we have not been able to see but it we will check back on Monday.*

*Commissioner Okie Salinas asked if they cancel will they lose the \$500?*

*City Manager Robert Salinas responded if they cancel he does not have an issue refunding the \$500.*

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

**S. Consideration and action on an ordinance canvassing the election results of the City November 8, 2022 General Election.**

*City Manager Robert Salinas stated that there were cast at said election 3,786 legal and valid votes. Attached hereto and made a part hereof for all purposes*

*1. Proposition A*

*For Received 2678*

*Against Received 749*

*2. Proposition B*

*For Received 2406*

*Against Received 974*

*He also stated that pursuant to the ordinances of the City of Alamo and applicable provisions of the Texas Election*

*Code: a) It is found, determined and declared by the Board of Commissioners that said special election was duly called; that notice of said election was given in accordance with the law; and that the canvass of the votes cast in said elections and returns thereof were made in accordance with the law. Propositions A and B being submitted to only qualified, resident electors of the City for vote, resulted in more than a majority of the qualified voters voting at the election having voted to pass said propositions by the number of votes described in Section One. The Board of*

*Commissioners therefore finds that the voters of the City have authorized the amendments set forth in..*

*Mayor Pro-Tem Pete Morales asked if we can promote an explanation of each proposition.*

*City Manager Robert Salinas responded yes*

*Commissioner J.R. Garza asked when will we see the total cost?*

*City Manager Robert Salinas responded within the week or two.*

*Commissioner Okie Salinas motioned to approve, and Mayor Pro-Tem Pete Morales seconded. Motion carried.*

#### **T. Presentation of Departmental Reports**

*Departmental Reports were included in the commissioner's packet, no comments from the City Commission.*

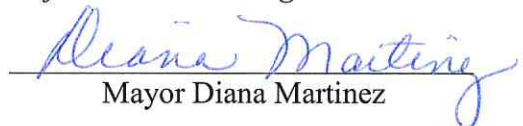
**CITIZEN PARTICIPATION:** Five minutes per person with no response from the City Commission. Residents must sign up prior to the city meeting.

*No citizen participation*

#### **I. ADJOURNMENT**

Citizens are encouraged to sign the attendance sheet.

*There being no further business, Mayor Diana Martinez adjourned the meeting at 6:06PM*

  
Mayor Diana Martinez

**ATTEST:**  
  
Alexandra Rangel, Assistant City Manager

