

The Board of Commissioners for the City of Alamo, Texas met for the Regular Meeting held on Tuesday, December 5, 2023 at 6:00 p.m., at the City of Alamo Municipal Building.

COMMISSION PRESENT:

Mayor J.R. Garza
Okie Salinas, Mayor Pro-Tem
Pete Moreles, Commissioner
Roel Leon Moreno Jr., Commissioner
Arturo "AJ" Garcia, Commissioner

COMMISSION ABSENT:

STAFF PRESENT:

Robert L. Salinas, City Manager	Alexandra Rangel, Assistant City Manager
Sergio Zavala, Planning Director	Rick Palacios, City Attorney
Yvette Mendoza, Finance Director	Lya Yllades, Public Information Director
Alicia Cano, HR Director	Julio Villareal, Public Works Director
Roy Contreras, Fire Chief	Juan Ornelas, Assistant Public Works Director
Isauro Trevino AEDC Director	Melissa Leal, Water Billing Supervisor
Saul Solis, Police Chief	

I. CALL MEETING TO ORDER

Mayor J.R. Garza called the regular meeting held on Tuesday November 21, 2023 to order at 6:00 p.m. at the City of Alamo Municipal Building. City Manager Robert L. Salinas led the Pledge of Allegiance and Pastor Tuttle led the Invocation.

C. Presentation and Announcements

Mayor J.R. Garza announced and introduced the new Public Information Director, Lya Llyades.

Mayor Pro-Tem Okie Salinas announced the Christmas Parade happening Friday, December 8, 2023 at 6:30 at Downtown Central Park following with the lighting of the Christmas Tree.

D. Consideration and Action to Approve the minutes for a special meeting on November 17, 2023.

Commissioner AJ Garcia motioned to approve, Mayor Pro-Tem Okie Salinas seconded. Motion carried.

E. Consideration and Action to Approve the minutes for a regular meeting on November 21, 2023.

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

F. Consideration and Action Regarding Proposed Projects for the 2023-2024 Budget (Tabled 11/21/23)

Mayor Pro-Tem Okie Salinas motioned to un-table, Commissioner AJ Garcia seconded. Motioned carried.

City Manager Robert L. Salinas recommended for item to be motioned to No Action. The above-mentioned item needs to be furthered discussed and reviewed.

Mayor J.R. Garza motioned to approve, Commissioner AJ Garcia seconded. Motioned carried.

G. Consideration and Action on Approval an Ordinance Amending the Code of Ordinance Title 1, Chapter 6 'City Officers and Employees', Section 1-6-4'Personnel Policy Guidelines' Section 6.01 (3).

Assistant City Manager Alexandra Rangel stated that in our current policy it states, "If Christmas Day falls on a Saturday or Sunday then Christmas Eve will be observed on Friday and Christmas Day will be observed on Monday". Due to this previous wording this indicates our employees will not be able to observe Mondays and Fridays, therefore losing time with love ones. We are proposing to change the language to "In instances of consecutive holidays that fall on weekends, these holidays will be observed on Friday and on Monday." This will allow for our employees to spend more time with family during the season of giving.

Commissioner Pete Morales questioned if the residents will be affected by the change when it comes to having a water bill due that Friday.

Water Billing Supervisor Melissa Leal stated that no water utility will be interrupted and or a penalty fee will be charged.

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

H. Consideration and Action to Approve a Resolution to deny the DCRF application proposed by AEP.

City Manger Robert L. Salinas stated that On November 15, 2023, AEP Texas Inc. ("AEP" or "Company") filed an Application to Amend its Distribution Cost Recovery Factor ("DCRF") to increase distribution rates within each of the cities in their service area. In the filing, the Company seeks an increase in distribution revenues of approximately \$47.3 million (an approximately \$2.09 increase to the average residential customer's bill from the rates approved in the Company's most recent DCRF case). The resolution authorizes the City to join with the Cities Served by AEP ("Cities") to evaluate the filing, determine whether the filing complies with law, and if lawful, to determine what further strategy, including settlement, to pursue.

Mayor Pro-Tem Okie Salinas motioned to approve Commissioner Roel Leon Moreno Jr seconded. Motion carried.

I. Consideration and Action Regarding the Contract for Emergency Ambulance Services with the City of Alamo

Mayor Pro-Tem Okie Salinas stated that he had some questions and would like some legal counsel regarding the above-mentioned item.

City Attorney Rick Palacios stated that 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.

Mayor J.R. Garza stated that the item will go to Executive Session after all items have been reviewed.

EXECUTIVE SESSION

Mayor J.R. Garza announced at 6:39 that they will be going to executive session for item I. Mayor J.R. Garza announced open session at 7.32.

Commissioner AJ Garcia motioned to terminate the 911 services with our current provider and allowed the City Manager Robert L. Salinas to negotiate a contract with Lonestar Ambulance Services. Mayor Pro-Tem Okie Salinas seconded. Motion carried.

J. Consideration and Action to Approve the Success Fee for COPS Grant Award from Office of Community Oriented Policing Services (the COPS Office) for three new Police Officers for three years.

City Manger Robert L. Salinas stated that the Grant Award Memorandum from Office of Community Oriented Policing Services (the COPS Office) that confirms that our COPS Grant Application was approved on November 2, 2023, in the amount of \$352,404. As per COPS grant requirements, the City of Alamo COPS Grant was a 75% grant award and 25% City Match; however, City hardship waiver can be submitted after one-year compliance to subsidize 100% of City Match (\$117,468).

Commissioner Pete Morales thanked AEDC Director Isauro Trevino for supporting our Alamo Police Department.

Mayor Pro-Tem Okie Salinas motioned to approve, Commissioner Roel Leon Moreno Jr seconded. Motion carried.

K. Consideration and Action to approve an extension on Professional Service contract for South Texas Grant Research Center

City Manager Robert L. Salinas stated that this contract is entered into between the **City of Alamo, Texas**, a municipal corporation, hereinafter referred to as CITY, and **South Texas Grant Research Center**, an independent contractor, hereinafter referred to as CONTRACTOR, for the purpose of providing professional services which the City Commission finds serves a public purpose and the public welfare of its citizens.

Commissioner Roel Leon Moreno Jr motioned to approved, Mayor Pro-Tem Okie Salinas seconded. Motion carried.

L. Consideration and Action on Authorizing the Disposition of Approximately 402 (Boxes of Letter Size Records) of Non-Vital City Records.

City Manager Robert L. Salinas stated that The City departments maintain record copies and are responsible for inventorying their records. All retention dates for the proposed disposition of records have expired and have been assessed to ensure they comply with the Texas Local Retention Schedules; therefore, staff is requesting disposition of the records that have met their retention period.

Commissioner Roel Moreno motioned to approved, Mayor Pro-Tem Okie Salinas seconded. Motion carried.

M. Consideration and Action on Resolution and Road Closure for ANNUAL RGV LITTMAS SHOWOFF

City Manager Robert L. Salinas stated a resolution and road closure with map for the RGV Littmas Showoff (car show) Event. This Event will be taking place on Saturday, December 16, 2023 from 12pm - 4pm.

Commissioner AJ Garcia motioned to approve, Mayor Pro-Tem Okie Salinas seconded. Motioned carried.

N. Consideration and Action to Enter into Contractual Agreement with Garcia Infrastructure Consultants (GIC) to Provide Engineering Services and Assist the City in Working with the Selected Design-Build Contractor for the Water Treatment Plant Project.

City Manager Robert L. Salinas stated that The City had previously selected GIC to provide engineering services and to assist the City in working with the selected design-build contractor to finalize the Water Treatment Plant project. Though we have already began working with Javier, we still had not come to an agreement on the scope of services, however we are now ready to proceed with the approval of the proposed services. GIC has submitted their Scope of Services for this project for your review.

Commissioner Roel Leon Moreno Jr motioned to approve, Mayor Pro-Tem Okie Salinas seconded. Motion carried.

O. Consideration and Action to approve the Temporary Street Closure On 7th Street to Citrus and 9th Street through Citrus for the Our Lady of Guadalupe Procession.

City Manager Robert L. Salinas stated that Mrs. Janie Solis is requesting the closure of 7th street, starting from the parking lot next to Sports Complex all the way to the Citrus intersection where they will then turn left and proceed to the church. She also requested closure for the front part to the church which is located at 9th street. The closure for 7th street should start at 5:30 P.M. Once the procession goes by the street may be reopened. However, in front of the church located at 9th street, they need it closed till 8:30 P.M. They are expecting a very large group of attendees therefore, they need Police and Fire Department assistance. This event will take place December 12, 2023.

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

P. Consideration and Action to Approve the Contract for Municipal Court Prosecutor.

City Manager Robert L. Salinas stated that as approved on 11/21/23 to appoint the Law Office of Javier Villalobos, attached is the contract for professional services.

Commissioner Roel Leon Moreno Jr. motioned to approve, Mayor Pro-Tem Okie Salinas seconded. Motioned carried.

Q. Consideration and Action to approve Alamo Police Department Automated License Plate Reader (LPR) Policy.

Police Chief Saul Solis stated that the purpose of this directive is to define and outline the appropriate applications and restrictions regarding the use of the automated license plate reader (LPR) equipment operated by Departmental personnel. This policy will also apply to the use and access of Vigilant LEARN accounts, Car Detector, Mobile Companion, TAS and other LPR related programs/software.

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

R. Presentation by the Alamo Police Department regarding the Federal Forfeiture budget for the Alamo Police Department

Police Chief Saul Solis stated that 12 laptops will be installed inside 12 different patrol units for the use of License Plate Reader (LPR) and mobile report writing. Total estimate of \$77,093.52.

Mayor Pro-Tem Okie Salinas asked that if with these laptops they will be able to do reports, LPRs and everything else they need.

Police Chief Saul Solis responded Yes.

Commissioner AJ Garcia asked when they were going to receive the new units and if they were on the road as well.

Police Chief Saul Solis responded that we have the new units which are eight Tahoe's and three Explorers. All the units have been striped, and they've begun to operate as well.

S. Consideration and Action on Addendum to Memorandum of Understanding between the Constituent Agencies of the Texas Anti-Gang (TAG) Center Rio Grande Valley. Listed in MOU, designated equipment being transferred to the City of Alamo, Alamo Police Department.

Police Chief Saul Solis stated an Addendum to Memorandum of Understanding (MOU) between the Constituent Agencies of the Texas Anti-Gang (TAG) Center Rio Grande Valle. Listed in MOU, designated equipment being transferred to the City of Alamo, Alamo Police Department. Equipment is in car video (LPR) system, pole mount (LPR) and speed trailer with (LPR).

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

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

Planning Director Sergio Zavala stated that after the November 2023 election, P&Z Chairman Roel Moreno & P&Z Vice-Chairman Arturo Garcia were elected to the City Commission. After being sworn into office on Nov. 17th, 2 PZ vacancies now exist. Also, be advised that the PZ seats for George Castillo and Thomas Villagomez are set to expire in 4 weeks (1/2/24). Pursuant to policy, the citizens appointed to fill the vacancies will do so until their seats' expiration date; that date is shown below:

- Former PZ Chairman Roel Moreno's PZ membership was set to expire on 12/18/24.
- Former PZ Vice-Chairman A.J. Garcia's PZ membership was set to expire on 1/2/24.
- PZ Member George Castillo's seat is set to expire on 1/2/24.
- PZ Member Thomas Villagomez's seat is set to expire on 1/2/24.

Commissioner Roel Leon Moreno Jr. motioned to appoint Eleazar Escobedo to replace Roel Moreno's seat, Commissioner AJ Garcia seconded. Motion carried.

Commissioner AJ Garcia motioned to appoint Jesse Anaya to replace Arturo Garcia seat, Commissioner Roel Leon Moreno Jr. seconded. Motion carried.

Mayor Pro-Tem Okie Salinas motioned to re-appoint George Castillo and Thomas Villagomez, Commissioner AJ Garcia seconded. Motion carried.

U. Discussion and Action to Appoint/Re-appoint members to the Zoning Board of Adjustments.

Planning Director Sergio Zavala stated that below is a synopsis list of ZBA's 2-year member appointments/tenures; & their Bylaws. Since no variances had been requested for quite some time, i.e., they are meeting the city's regulations, the ZBA has pretty much been dormant. It wasn't until ZBA Member Dennis Combs' passing away on Nov. 16, 2023 that induced Planning to assess tenures. In this process, we discovered that ZBA's terms expired earlier this year. In order to rectify this matter, the members need to be considered for appointment, re-appointment, and replacement (in the case of Dennis' seat). Also, the Commission may consider appointing an existing alternate to the status of a regular ZBA members' seat, of course.

Commissioner Pete Morales motion to appoint Janie Solis to replace Dennis Comb's regular ZBA members' seat, Commissioner Roel Leon Moreno Jr. seconded. Motion carried

Commissioner AJ Garcia motioned to re-appoint Joe Castillo, Commissioner Roel Leon Moreno Jr seconded. Motion carried.

Mayor Pro-Tem Okie Salinas motioned to re-appoint Tommy Moncivais, Commissioner Roel Leon Moreno Jr seconded. Motion carried.

Mayor Pro-Tem Okie Salinas motioned to re-appoint Noe Estrada, Commissioner Roel Leon Moreno Jr seconded. Motion carried.

Mayor Pro-Tem Okie Salinas motioned to re-appoint Robert Chavez, Commissioner Roel Leon Moreno Jr seconded. Motion carried.

Mayor Pro-Tem Okie Salinas motioned to re-appoint Albert Rodriguez, Commissioner Roel Leon Moreno Jr seconded. Motion carried.

Mayor Pro-Tem Okie Salinas motioned to re-appoint Joseph Sweet, Commissioner Roel Leon Moreno Jr seconded. Motion carried.

V. Discussion and Action to Appoint members to the Building Standards Committee

Planning Director Sergio Zavala stated that Ordinance #15-07-14 established a 5-member Building Standards Committee (BSC). The BSC is a vetting and quasi-judicial board designed to hold public hearings to hear staff's presentations, exhibits, assess any sworn affidavits (from complaining neighbors), hear expert testimony (from the Building Inspector); but also hear from the property owner or lien holders, etc., who has a structure that may/may not be dilapidated BSC also hears from anyone the affected neighborhood, too. Once the hearing and deliberations are concluded, the BSC will tender its verdict/vote on whether to pursue demolition or have the structure boarded-up, etc. A structure came to Planning's radar to assess and possibly have it demolished (once the due process is completed). In order to prepare for this hearing process, Planning reviewed the BSC's membership list and, since they have not met in years, their tenures have expired. Section 7.00 (b) of Ord. 15-07-14 states that the BSC will be a 5-member board; to serve staggered terms of 2 and 3 years; and "Each member of the Board will have one appointment." Previous 5 BSC members: Roy Gomez, Becky Trujillo, Eleazar Escobedo, Omar Guerra, Patricio Cruz. Staff Recommendation: Via Sect. 7.00. each City Commissioner will appoint 1 BSC member each.

Commissioner AJ Garcia appointed Briana Flores

Mayor Pro-Tem Okie Salinas appointed Ruben Vela

Commissioner Pete Morales appointed Becky Trujillo

Mayor J.R. Garza appointed Jaime Sloss

Commissioner Roel Leon Moreno Jr appointed Alexis Hernandez

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 items to be discussed in Executive Session:

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 J.R. Garza adjourned the meeting at 7:31 PM



Mayor J.R. Garza

ATTEST:



Alexandra Rangel, Assistant City Manager