

**MERCEDES CITY COMMISSION
SPECIAL MEETING
JANUARY 23, 2018 – 6:00 P.M.
MERCEDES CITY HALL - COMMISSION CHAMBERS**

MEMBERS PRESENT:	Henry Hinojosa	Mayor
	Ruben Guajardo	Mayor Pro-Tem
	Leo Villarreal	Commissioner
	Cris De Leon Hernandez	Commissioner
	Sergio Zavala	Assistant City Manager
	Arcelia Felix	City Secretary
	Juan R. Molina	City Attorney
MEMBERS ABSENT:	Howard Wade	Commissioner

Staff: Marisol Vidales, Nereida Perez, Javier Gracia, Olga Maldonado, David Lopez, Saul Rodriguez, Richard Morin, Martin Johnson, and Joselynn Castillo.

1.) CALL MEETING TO ORDER.

Mayor Hinojosa called the meeting to order at 6:00 p.m.

2.) ESTABLISH QUORUM.

All members of the Commission were present, except Commissioner Wade, which constituted a quorum.

3.) INVOCATION.

Mayor Pro-Tem Guajardo said the invocation.

4.) PLEDGE OF ALLEGIANCE.

Commissioner Hernandez led in the Pledge of Allegiance.

5.) CONSENT AGENDA (ORDINANCE NO. 98-21):

A.) APPROVAL OF MINUTES FOR CITY COMMISSION MEETING (S) HELD JANUARY 9, 2018.

B.) SECOND AND FINAL READING OF ORDINANCE NO. 2018-01 REGARDING OUTDOOR SALES. C.) REQUEST APPROVAL OF RESOLUTION #2018-02 AUTHORIZING THE PROPOSED RESALE OF FORECLOSED REAL ESTATE PROPERTIES PURSUANT TO TEXAS PROPERTY TAX CODE SECTION 34.05 (a), (c) AND (d). D.) REQUEST APPROVAL TO APPLY FOR THE TEXAS BOOK FESTIVAL GRANT. E.) REQUEST APPROVAL TO APPLY FOR THE DOLLAR GENERAL GRANT. F.) APPROVAL OF CONTRACT WITH MED-CARE FOR AMBULANCE SERVICE (#2018/01/23A). G.) APPROVAL OF AMENDMENTS TO THE KEEP MERCEDES BEAUTIFUL.

Mr. Zavala referred to item 6G saying that the Keep Mercedes Beautiful had conducted a good meeting and the board was recommending some changes to the bylaws. Commissioner Villarreal made a motion to approve all items under consent agenda. Mayor Pro-Tem Guajardo seconded the motion which passed unanimously.

6.) PRESENTATION BY PLANNING DEPARTMENT OF THE CLEAN STREET INITIATIVE (CSI) PROGRAM.

Mr. Zavala gave a presentation, including a power point, about the work and progress of the clean street initiative program. The power point included before and after pictures.

7.) PRESENTATION BY SIGLER, WINSTON, GREENWOOD ON PROPOSED AMPHITHEATER PAVILION IMPROVEMENTS.

Mr. Chris Winston representing Sigler, Winston, Greenwood gave a presentation on the improvements that could be made at the amphitheater. He proceeded to make suggestions on how to highlight the area.

8.) DISCUSSION AND POSSIBLE ACTION OF ORDINANCE NO. 2018-02 AMENDING PERSONNEL POLICIES ORDINANCE NO. 2016-08, CHAPTER 26, a(1) REGARDING ENHANCED VERSION OF "IMMEDIATE FAMILY".

Mr. Zavala addressed the Commission requesting that the City's personnel policies be amended to add grandparents and siblings to the section regarding the use of sick leave. Commissioner Villarreal made a motion to approve Ordinance No. 2018-02 as presented. Mayor Hinojosa seconded the motion which passed unanimously.

9.) DISCUSSION AND POSSIBLE ACTION TO RATIFY THE APPROVAL OF CONTRACT FOR PROFESSIONAL SERVICES FOR ARMANDO "MANDO" MARTINEZ FOR AMBULANCE START-UP PROJECT AS OWNED/MANAGED BY THE CITY OF MERCEDES (#2018/01/23B)

Mr. Zavala addressed the Commission saying that the City would like to establish an ambulance service. Mr. Armando Martinez has done this before and is well informed on what is needed to establish an ambulance service. Mr. Zavala said that Mr. Martinez would be contracted at \$3,000 a month for an estimate of 8 months

Mr. Zavala recommends approval to enter into contract with Mr. Armando "Mando" Martinez. Mayor Pro-Tem Guajardo made a motion to ratify the approval of the contract with Armando "Mando" Martinez as presented above. Commissioner Villarreal seconded the motion which passed unanimously.

10.) DISCUSSION AND POSSIBLE ACTION TO AMEND PORTIONS OF THE CITY'S ORGANIZATIONAL STRUCTURE TO MAXIMIZE SERVICE INCLUSIVE OF SALARIES AND JOB TITLES.

Mr. Zavala said that he was recommending the following changes to as far as organizational adjustments, salary structures and service hours: (1) the fire department will be going to 24/7 shifts and this will require an additional Lieutenant position (2) the Municipal Court will be under the police department (3) A Records Manager position at a salary of \$29,500 is being proposed in the Police Department, and the records clerk and records clerk supervisor positions will be removed; (4) Communications officer salary is increased to \$26,000 and the Communication Supervisor salary is increased to \$29,500.

Commissioner Hernandez made a motion to approve the changes to the city's organizational structure, salaries and job titles as presented above. Commissioner Villarreal seconded the motion, which passed unanimously.

11.) DISCUSSION AND POSSIBLE ACTION TO ENTER INTO AN INTERLOCAL AGREEMENT WITH THE UNIVERSITY OF TEXAS – RIO GRANDE VALLEY FOR INTERNSHIP PROGRAM FOR THE CITY OF MERCEDES' PUBLIC WORKS DIRECTOR.

The University of Texas-Rio Grande Valley has an internship program where, the salary for engineering students can be subsidized. Mr. Zavala informed the Commission that he has hired Mr. Jose Figueroa as the public works director and he is continuing his education in the field of engineering. The Interlocal agreement would allow the City to be reimbursed \$20,000 towards the salary to be paid to Mr. Figueroa.

Mayor Pro-Tem Guajardo made a motion to approve an interlocal agreement with the University of Texas-Rio Grande Valley for internship program for the City of Mercedes Public Works Director. Commissioner Villarreal seconded the motion which passed unanimously.

12.) DISCUSSION AND POSSIBLE ACTION ON FINAL PAYMENT TO O.G. CONSTRUCTION, LLC REGARDING THEIR CONTRACT FOR THE 2015 STREET IMPROVEMENT CITY PROJECT. (#2018/01/23C).

There had been concern at a previous meeting regarding the construction of some of the streets in the 2015 street improvement project. After testing, LeFevre Engineering and Millennium Lab Testing reported that the work met, and in some instances, exceeded Code. Mayor Pro-Tem Guajardo made a motion to authorize final payment to O.G. Construction for the 2015 street improvement project. Commissioner Villarreal seconded the motion which passed unanimously.

13.) DISCUSSION AND POSSIBLE TO ENABLE "BIRTHDAY OFF" ADMINISTRATIVE POLICY FOR REGULAR, FULL-TIME CITY EMPLOYEES.

Following a short presentation by Mr. Zavala Mayor Pro-Tem Guajardo made a motion to allow regular, full time employees to have their "Birthday Day off" with a slight change as recommended by Mayor Pro-Tem Guajardo. Commissioner Villarreal seconded the motion which passed unanimously.

14.) PRESENTATION OF MONTHLY REPORTS.

The monthly reports were included for review by the Commission.

Mayor Hinojosa called the meeting into executive session at 6:46 pm.

15.) EXECUTIVE SESSION:

-DISCUSSION REGARDING DUTIES AND RESPOSIBILITIES OF THE ASSISTANT CITY MANAGER. – SECTION 551.074, TEXAS GOVERNMENT CODE ANNOTATED. – PERSONNEL. -DISCUSSION OF PUBLIC FACILITY ISSUES. – SECTION 551.071 TEXAS GOVERNMENT CODES ANNOTATED. – POTENTIAL LITIGATION. – DISCUSSION REGARDING HACIENDA OLIVIA SUB. PROJECT. – SECTION 551.087, TEXAS GOVERNMENT CODES ANNOTATED. ECONOMIC DEVELOPMENT. - – DISCUSSION REGARDING PROJECT TAYLOR. – SECTION 551.087, TEXAS GOVERNMENT CODES ANNOTATED. ECONOMIC DEVELOPMENT. -

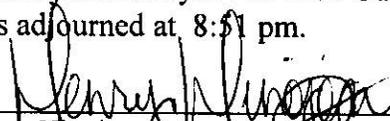
Mayor Hinojosa called the meeting back to order at 8:50 pm.

16.) DISCUSSION AND POSSIBLE ACTION REGARDING ITEM(S) DISCUSSED IN EXECUTIVE SESSION.

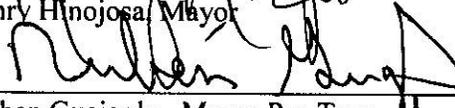
Mayor Pro-Tem Guajardo made a motion to proceed as discussed in executive session on all items. Commissioner Villarreal seconded the motion which passed unanimously.

17.) ADJOURN.

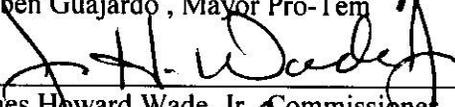
Mayor Hinojosa made a motion to adjourn. Mayor Pro-Tem Guajardo seconded the motion which passed unanimously and the meeting was adjourned at 8:51 pm.



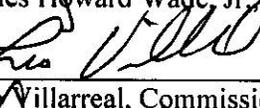
Henry Hinojosa, Mayor



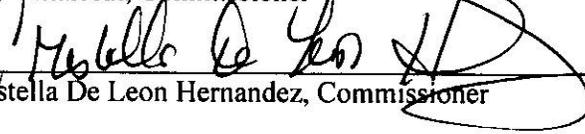
Ruben Guajardo, Mayor Pro-Tem



James Howard Wade, Jr., Commissioner

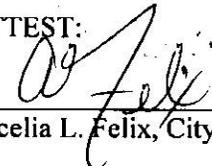


Leo Villarreal, Commissioner



Cristella De Leon Hernandez, Commissioner

ATTEST:



Arcelia L. Felix, City Secretary