

Jesus Ruiz
Mayor

Rene Rodriguez
At Large

Sergio Cox
District 1



Gloria M. Rodriguez
District 2 / Mayor ProTem

Victor Perez
District 3

Anthony Gandara
District 4

Willie Norfleet, Jr.
City Manager

**REGULAR COUNCIL MEETING MINUTES
MARCH 19, 2015 at 6:00 P.M.**

MEMBERS PRESENT:

Mayor Jesus Ruiz
Rene Rodriguez
Sergio Cox
Gloria M. Rodriguez
Victor Perez
Anthony Gandara

STAFF PRESENT:

Willie Norfleet, Jr., City Manager
Olivia Navarro, Assistant City Clerk
Jim Martinez, City Attorney
Sam Leony, Planning and Zoning Director
Doug Lobdell, Public Works Director
Karina Hagelsieb, CFO
Victor Reta, Recreation Supervisor
Omar Guevara, IT Technician
Adriana Rodarte, HR Director
Carlos Maldonado, Chief of Police

1. CALL TO ORDER

The meeting was called to order at 6:03 p.m. by Mayor Jesus Ruiz.

2. PLEDGE OF ALLEGIANCE AND A MOMENT OF SILENCE.

The Pledge of allegiance was led by Douglas Lobdell, Public Works Director

3. ESTABLISHMENT OF QUORUM.

Quorum was established with all members present.

4. PUBLIC COMMENT

Sergio Jaime, David Caldera, and Maria Terrazas spoke during Public Comment.

PRESENTATIONS

5. **PRESENTATION BY WILLIE NORFLEET, JR., CITY MANAGER,
REGARDING MONTHLY REPORT. MAYOR JESUS RUIZ**

Presentation made by Willie Norfleet City Manager.

CONSENT AGENDA

6. **EXCUSE ABSENT COUNCIL MEMBERS. SANDRA HERNANDEZ**
7. **APPROVAL OF REGULAR COUNCIL MEETING MINUTES OF MARCH 5,
2015. SANDRA HERNANDEZ**
8. **APPROVAL OF ACCOUNTS PAYABLE TRANSACTION REPORT FOR
FEBRUARY 2015. KARINA HAGELSIEB**
9. **APPROVAL OF TRAVEL FOR ADRIANA RODARTE AND OLIVIA
NAVARRO TO ATTEND THE TEXAS MUNICIPAL HUMAN RESOURCES
ASSOCIATION ANNUAL CONFERENCE IN HORSESHOE BAY, TEXAS
APRIL 29, 2015 THROUGH MAY 1, 2015. ADRIANA RODARTE**
10. **APPROVAL OF TRAVEL FOR MYRNA WORKMAN TO ATTEND CODE
ENFORCEMENT TRAINING IN SAN ANTONIO, TEXAS MAY 18, 2015
THROUGH MAY 22, 2015. SAM LEONY**
11. **APPROVAL OF APPOINTMENT AND SWEARING IN OF GLORIA A.
ONTIVEROS TO THE PLANNING AND ZONING COMMISSION FOR PLACE
GLORIA M. RODRIGUEZ**

A motion was made by Rene Rodriguez seconded by Anthony Gandara to *approve the Consent Agenda*. Motion passed.

Ayes: Rene Rodriguez, Anthony Gandara, Sergio Cox, and Gloria M. Rodriguez

Nays:

Absent: Victor Perez

During this time Gloria A. Ontiveros was sworn in by Mayor Jesus Ruiz.

REGULAR AGENDA

CITY CLERK DEPARTMENT

12. **DISCUSSION AND ACTION TO APPROVE THE FY2015-2016 BUDGET
CALENDAR. SANDRA HERNANDEZ**

A motion was made by Rene Rodriguez seconded by Gloria M. Rodriguez to *approve item number twelve (12)*. Motion passed.

Ayes: Rene Rodriguez, Anthony Gandara, Sergio Cox, and Gloria M. Rodriguez

Nays:

Absent: Victor Perez

FINANCE DEPARTMENT

13. DISCUSSION AND ACTION ON ACCEPTING THE FIXED ASSETS AGREED UPON PROCEDURES REPORT FROM WHITE, SAMANIEGO, & CAMPBELL, LLP. *KARINA HAGELSIEB*

A motion was made by Gloria M. Rodriguez seconded by Anthony Gandara to *move item number thirteen (13) to Executive Session to consult with legal counsel*. Motion passed.

Ayes: Rene Rodriguez, Anthony Gandara, Sergio Cox, and Gloria M. Rodriguez

Nays:

Absent: Victor Perez

14. DISCUSSION AND ACTION TO APPROVE TRAVEL POLICY #37 AMENDMENT #5. *KARINA HAGELSIEB*

A motion was made by Rene Rodriguez seconded by Gloria M. Rodriguez to *approve item number fourteen and to notify all staff of amendment*. Motion passed.

Ayes: Rene Rodriguez, Anthony Gandara, Sergio Cox, and Gloria M. Rodriguez

Nays:

Absent: Victor Perez

15. DISCUSSION AND ACTION TO APPROVE THE AMENDED PURCHASING POLICY. *KARINA HAGELSIEB*

A motion was made by Gloria M. Rodriguez seconded by Rene Rodriguez to *approve item number fifteen (15)*. Motion passed.

Ayes: Rene Rodriguez, Anthony Gandara, Sergio Cox, and Gloria M. Rodriguez

Nays:

Absent: Victor Perez

16. DISCUSSION AND ACTION TO APPROVE THE AMENDED ACCOUNTING MANUAL. *KARINA HAGELSIEB*

A motion was made by Gloria M. Rodriguez seconded by Anthony Gandara to *approve item number sixteen (16)*. Motion passed.

Ayes: Rene Rodriguez, Anthony Gandara, Sergio Cox, and Gloria M. Rodriguez
Nays:
Absent: Victor Perez

PLANNING AND ZONING DEPARTMENT

17. DISCUSSION AND ACTION ON THE CERTIFICATE OF APPROPRIATENESS FOR A SIX FOOT FRONTAGE CINDER BLOCK WALL ON TRACT 16A, 16B, 16B1, BLOCK 20, SOCORRO GRANT LOCATED AT 10663 SOCORRO ROAD. THE HISTORICAL LANDMARK COMMISSION RECOMMENDS APPROVAL. *SAM LEONY*

A motion was made by Rene Rodriguez seconded by Anthony Gandara to *approve item number seventeen (17)*. Motion passed.

Ayes: Rene Rodriguez, Anthony Gandara, Sergio Cox, and Gloria M. Rodriguez
Nays:
Absent: Victor Perez

18. DISCUSSION AND ACTION ON THE APPROVAL OF THE HISTORICAL LANDMARK COMMISSION ASSUMING THE MUSEUM COMMISSION DUTIES. THE HISTORICAL LANDMARK COMMISSION RECOMMENDS APPROVAL. *SAM LEONY*

A motion was made by Rene Rodriguez seconded by Gloria M. Rodriguez to *approve item number eighteen (18)*. Motion passed.

Rene Rodriguez withdrew his motion.

A motion was made by Sergio Cox seconded by Gloria M. Rodriguez to *postpone for the next Regular Council Meeting of April 2, 2015*. Motion passed.

Ayes: Rene Rodriguez, Anthony Gandara, Sergio Cox, and Gloria M. Rodriguez
Nays:
Absent: Victor Perez

19. DISCUSSION AND ACTION ON THE FINAL PLAT APPROVAL FOR CIELO DEL RIO SUBDIVISION UNIT 1. THE PLANNING AND ZONING DEPARTMENT RECOMMENDS APPROVAL. *SAM LEONY*

A motion was made by Rene Rodriguez seconded by Gloria M. Rodriguez to *approve item number nineteen (19)*.

Ayes: Rene Rodriguez and Sergio Cox
Nays: Anthony Gandara and Gloria M. Rodriguez
Absent: Victor Perez

Mayor Jesus Ruiz broke the tie by voting aye. Motion passed.

20. DISCUSSION AND ACTION ON PROPOSED PAYMENT OF \$9,100.00 TO EL PASO STAR READY MIX FOR CONCRETE SUPPLIED FOR THE LEADERSHIP BRIDGE. THE PLANNING AND ZONING DEPARTMENT RECOMMENDS APPROVAL.
SAM LEONY

A motion was made by Anthony Gandara seconded by Rene Rodriguez *to approve item number twenty (20) and waive internal purchasing policy.* Motion passed.

Ayes: Rene Rodriguez, Anthony Gandara, Sergio Cox, and Gloria M. Rodriguez

Nays:

Absent: Victor Perez

CITY MANAGER

21. DISCUSSION AND ACTION ON APPROVING THE UNAUDITED GENERAL FUND BUDGET VS REVENUES AND EXPENDITURES REPORT FOR THE PERIOD ENDING FEBRUARY 28, 2015.
WILLIE NORFLEET, JR.

A motion was made by Rene Rodriguez seconded by Gloria M. Rodriguez *to approve item number twenty-one (21).* Motion passed.

Ayes: Rene Rodriguez, Anthony Gandara, Sergio Cox, and Gloria M. Rodriguez

Nays:

Absent: Victor Perez

MAYOR AND CITY COUNCIL

22. DISCUSSION AND ACTION ON STARTING THE SECOND PHASE OF THE SIGNALIZATION PROJECT.
MAYOR JESUS RUIZ

A motion was made by Gloria M. Rodriguez seconded by Rene Rodriguez *to approve item number twenty-two (22) and present to council in thirty (30) days.* Motion passed.

Ayes: Rene Rodriguez, Anthony Gandara, Sergio Cox, and Gloria M. Rodriguez

Nays:

Absent: Victor Perez

23. UPDATE AND DISCUSSION REGARDING THE CAPITAL IMPROVEMENT PLAN MEETINGS.
MAYOR JESUS RUIZ

No action on this item.

24. DISCUSSION AND ACTION ON HAVING A TRANSLATOR AT CITY COUNCIL MEETINGS.
MAYOR JESUS RUIZ

A motion was made by Anthony Gandara seconded by Gloria M. Rodriguez to *deny item number twenty-four (24)*.

A motion was made by Rene Rodriguez seconded by Sergio Cox to *allow Sergio Jaime to speak*. Motion passed.

Ayes: Rene Rodriguez, Anthony Gandara, Sergio Cox, and Gloria M. Rodriguez

Nays:

Absent: Victor Perez

Sergio Jaime spoke on this item.

Ayes: Anthony Gandara and Sergio Cox

Nays: Rene Rodriguez and Gloria M. Rodriguez

Absent: Victor Perez

Mayor Jesus Ruiz broke tie by voting Nay.

A motion was made by Rene Rodriguez seconded by Gloria M. Rodriguez to *move into Executive Session*.

A motion was made by Gloria M. Rodriguez seconded by Sergio Cox to *reconsider item number thirteen (13) before moving into Executive Session in Open Session*.

Ayes: Rene Rodriguez, Anthony Gandara, Sergio Cox, and Gloria M. Rodriguez

Nays:

Absent: Victor Perez

13. DISCUSSION AND ACTION ON ACCEPTING THE FIXED ASSETS AGREED UPON PROCEDURES REPORT FROM WHITE, SAMANIEGO, & CAMPBELL, LLP. *KARINA HAGELSIEB*

Presentation made by Roxy Samaniego and Gina Bañuelos from White, Samaniego & Campbell, LLP.

A motion was made by Rene Rodriguez seconded by Anthony Gandara to *postpone for the next Regular Council Meeting*. Motion passed.

Ayes: Rene Rodriguez, Anthony Gandara, Sergio Cox, and Gloria M. Rodriguez

Nays:

Absent: Victor Perez

A motion was made by Rene Rodriguez seconded by Anthony Gandara to *move into Executive Session*. Motion passed.

Ayes: Rene Rodriguez, Anthony Gandara, Sergio Cox, and Gloria M. Rodriguez
Nays:
Absent: Victor Perez

**THE CITY COUNCIL CONVENED INTO EXECUTIVE SESSION AT
8:20P.M.**

EXECUTIVE SESSION

**THE CITY COUNCIL RECONVENED BACK IN OPEN SESSION AT 8:44
P.M.**

ADDENDUM TO THE AGENDA

- 28. ACQUISITION OF AN APPROXIMATELY 2.246 ACRE TRACT OF LAND FOR THE OLD HUECO TANKS ROAD PROJECT, THE CONSIDERATION TO BE CONVEYED FOR IT AND TO AUTHORIZE THE CITY ATTORNEY TO FINALIZE A CONTRACT FOR THE ACQUISITION OF SAME AND TO AUTHORIZE THE MAYOR TO SIGN SAID AGREEMENT [551.071 AND 551.072].**
JAMES A. MARTINEZ

A motion was made by Gloria M. Rodriguez seconded by Rene Rodriguez to approve with Mr. Rodriguez's recommendation. Motion passed.

Ayes: Rene Rodriguez, Anthony Gandara, Sergio Cox, and Gloria M. Rodriguez
Nays:
Absent: Victor Perez

- 25. DISCUSSION AND ACTION ON ADVICE RECEIVED FROM CITY ATTORNEY IN CLOSED SESSION, AND ACTION TO APPROVE REAL ESTATE TRANSACTION; AUTHORIZE FILING OR SETTLEMENT OF LEGAL ACTION; AUTHORIZE EMPLOYMENT OF EXPERT WITNESSES AND CONSULTANTS, AND EMPLOYMENT OF SPECIAL COUNSEL WITH RESPECT TO PENDING LEGAL MATTERS.**

WILLIE NORFLEET, JR.

- 26. DISCUSSION AND ACTION ON QUALIFICATIONS OF INDIVIDUALS FOR EMPLOYMENT AND FOR APPOINTMENT TO BOARDS & COMMISSIONS, JOB PERFORMANCE OF EMPLOYEES, REAL ESTATE ACQUISITION AND RECEIVE LEGAL ADVICE FROM CITY ATTORNEY REGARDING LEGAL ISSUES AFFECTING THESE MATTERS.**

WILLIE NORFLEET, JR.

**27. DISCUSSION AND ACTION REGARDING PENDING LITIGATION AND
RECEIVE STATUS REPORT REGARDING PENDING LITIGATION.**

WILLIE NORFLEET, JR.

A motion was made by Rene Rodriguez seconded by Anthony Gandara to *delete items twenty-five (25), twenty-six (26) and twenty-seven (27).* Motion passed.

Ayes: Rene Rodriguez, Anthony Gandara, Sergio Cox, and Gloria M. Rodriguez

Nays:

Absent: Victor Perez

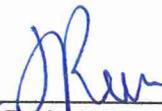
28. ADJOURN

A motion was made by Rene Rodriguez seconded by Gloria M. Rodriguez to *adjourn at 8:46 p.m.* Motion passed.

Ayes: Rene Rodriguez, Anthony Gandara, Sergio Cox, and Gloria M. Rodriguez

Nays:

Absent: Victor Perez



Jesus Ruiz, Mayor



Olivia Navarro
Assistant City Clerk



Date minutes approved