

**MINUTES OF A SPECIAL MEETING
OF THE CITY OF PORT ISABEL COMMISSION**

DATE: February 12, 2020
TIME: 6:00 p.m.
PLACE: Port Isabel Event & Cultural Center
MEMBERS PRESENT: Juan Jose “JJ” Zamora, Mayor
Martin Cantu Jr. Commissioner Pl No. 1
Carmen Rios, Commissioner Place No. 2
Martin C. Cantu Commissioner Place 3
Jeffery David Martinez, Commissioner Pl No. 4
Jared Hockema, City Manager
Susie Alcocer, City Secretary
Nadini Jee, Assistant City Secretary
Gilbert Hinojosa, City Attorney

MEMBERS ABSENT None

ALSO PRESENT: Bobby Wells, S. Campbell, Cat Donnelly, Steve Donnelly, Glenda Stafford, Gene Orive Jr., and George Davila

ORDER OF BUSINESS

I. CALL TO ORDER

Mayor Juan Jose “JJ” Zamora called the meeting to order at 6:00 pm.

II. INVOCATION

Commissioner Carmen Rios gave the invocation.

III. PLEDGE OF ALLEGIANCE

City Commission led the Pledge of Allegiance.

IV. PUBLIC COMMENT/OPEN FORUM: PLEASE NOTE:

- Any person with business before the Commission, not scheduled on the Agenda as a Public hearing may speak to the commission.
- Public Comment Forms are located on the table at the entrance of the City Chambers meeting Room. [For further information, contact the Office of the City Secretary]
- Public Comment Forms must be filled out and presented to the City no later than fifteen (15) minutes prior to scheduled start of the meeting, to be considered and recognized.
- The speaker must state his/her full name before speaking.
- There is a three (3) minute time limit per speaker.
- Public Comment Forms are not accepted after 5:45 p.m.
- PowerPoint Presentations are not conducted during the public comment period.

None

V. CONSENT AGENDA ITEMS:

1. All Consent Agenda items listed are considered to be routine by the City Commission and will be approved by one motion. There will be no separate discussion of these items unless a City Commissioner so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.
 - a. Consideration and approval of budget amendments and/or salary schedules None

VI. REGULAR REPORTS

- **Update reports from Department Heads**
[Administration, EDC Revolving Loan, EMS, Fire, Public Works, Museum, PI Event & Cultural Center, Library and Police]
Commissioner Carmen Rios thanked the Police Department on coming together with the School Police Department on the way they handled the call on a bomb threat in the school district.
Building Inspector Joshua Garza informed the City Commission that AT&T will be installing a pole for a AT&T Tower and they will work with the city in what kind of pole the city would like for AT&T to install.

VII. NEW BUSINESS

1. **Discussion and potential action to approve the following requests by Karen M. Watt, PowerWatt Coaching LLC:**
 - **To use the Port Isabel Swimming Pool on June 7 to hold the USA Triathlon's Splash and Dash Aquathlon.**
 - **To use the Port Isabel Swimming Pool to conduct swimming lessons to adults.**Commissioner Martin C. Cantu motioned, second by Commissioner Jeffery David Martinez and all voting "aye" to approve the following requests by Karen M. Watt, PowerWatt Coaching LLC:
 - To use the Port Isabel Swimming Pool on June 7 to hold the USA Triathlon's Splash and Dash Aquathlon.
 - To use the Port Isabel Swimming Pool to conduct swimming lessons to adults.
2. **Discussion and potential action to approve the bills. [City Manager Jared Hockema]**
Commissioner Martin C. Cantu motioned, second by Commissioner Carmen Rios and all voting "aye" to approve the bills.
3. **Discussion and potential action to authorize administration to sponsor the 2019 Texas International Fishing Tournament (TIFT) July 29- August 2, 2020 in the amount of \$2,000.00. [City Manager Jared Hockema/Tournament Director, Kristi Collier]**
Commissioner Martin C. Cantu motioned, second by Commissioner Jeffery David Martinez and all voting "aye" to authorize administration to sponsor the 2019 Texas International Fishing Tournament (TIFT) July 29- August 2, 2020 in the amount of \$2,000.00.
4. **Discussion and potential action to schedule the Regular Meeting February 25, 2020 at the Port Isabel Event & Cultural Center due to the elections being at the City Commission Chambers Meeting Room. [City Manager Jared Hockema]**
Commissioner Martin C. Cantu motioned, second by Commissioner Carmen Rios and all voting "aye" to schedule the Regular Meeting February 25, 2020 at the Port Isabel Event & Cultural Center due to the elections being at the City Commission Chambers Meeting Room.
5. **Discussion and potential action to approve Resolution No. 02-12-2020-00: a Resolution by the City Commission of the City of Port Isabel, Texas designating authorized signatories for contractual documents and documents for requesting funds pertaining to the Texas Community Development Block Grant (TXCDBG) Fire, Ambulance, and Service Truck (FAST) Program Contract Numbre 7219206. [City Manager Jared Hockema]**
Commissioner Martin C. Cantu motioned, second by Commissioner Carmen Rios and all voting "aye" to approve Resolution No. 02-12-2020-00: a Resolution by the City Commission of the City of Port Isabel, Texas designating authorized signatories for contractual documents and documents for requesting funds pertaining to the Texas Community Development Block Grant (TXCDBG) Fire, Ambulance, and Service Truck (FAST) Program Contract Numbre 7219206.
6. **Discussion and potential action to approve Resolution No. 02-12-2020: A Resolution to approve the following documents to meet the Civil Right Requirements of CDBG Grant 7219206:**
 - **Appointment of Labor Standards Officer**
 - **Fair Housing Resolution**
 - **Fair Housing Proclamation**
 - **Excessive Force Resolution**
 - **Local Opportunity Plan**
 - **Section 504 Self Evaluation Form**
 - **Equal Opportunity Guidelines for Contractors**
 - **Section 3 Policy**

- **Appointment of Susie Alcocer, City Secretary as 504 Coordinator**
 - **Section 504 Grievance Procedure**
 - **Notice of Non-Discrimination**
 - **Limited English Proficiency Plan**
- [City Manager Jared Hockema].**

Commissioner Martin C. Cantu motioned, second by Commissioner Jeffery David Martinez and all voting “aye” to approve Resolution No. 02-12-2020: A Resolution to approve the following documents to meet the Civil Right Requirements of CDBG Grant 7219206:

- Appointment of Labor Standards Officer
- Fair Housing Resolution
- Fair Housing Proclamation
- Excessive Force Resolution
- Local Opportunity Plan
- Section 504 Self Evaluation Form
- Equal Opportunity Guidelines for Contractors
- Section 3 Policy
- Appointment of Susie Alcocer, City Secretary as 504 Coordinator
- Section 504 Grievance Procedure
- Notice of Non-Discrimination
- Limited English Proficiency Plan

7. **Discussion and potential action to approve Resolution No. 02-12-2020-02: A Resolution by the City Commission of Port Isabel, Texas to appoint or re- appoint member to the Port Isabel Museum Historical Preservation Advisory Board. [Museum Director Jeannie Flores]**
Commissioner Martin C. Cantu motioned, second by Commissioner Jeffery David Martinez and all voting “aye” to approve Resolution No. 02-12-2020-02: A Resolution by the City Commission of Port Isabel, Texas to appoint Rudy Garcia and to appoint Patrick Marchan as the Ex-Official to the Port Isabel Museum Historical Preservation Advisory Board.
8. **Discussion and potential action to adopt Resolution No. 02-12-2020-03, revising personnel policy to amend the accrual date of vacation. [City Manager, Jared Hockema]**
Commissioner Carmen Rios motioned, second by Commissioner Jeffery David Martinez and all voting “aye” to adopt Resolution No. 02-12-2020-03, revising personnel policy to amend the accrual date of vacation.
9. **Discussion and potential action to ratify agreemeng with AEP Texas for lease of real property described as property described as 0.964 acres out of Block 61, Port Isabel Original Townsite (Volume 7, Page 23, Map Records of Cameron County). [City Manager Jared Hockema]**
Commissioner Jeffery David Martinez motioned, second by Commissioner Carmen Rios and all voting “aye” to ratify agreemeng with AEP Texas for lease of real property described as property described as 0.964 acres out of Block 61, Port Isabel Original Townsite (Volume 7, Page 23, Map Records of Cameron County).
10. **Discussion and potential action upon the recommendation of the Planning and Zoning Commission on a request by Mejia & Rose Inc., to Replat 2 Lots; Lot 56 (0.115 Acres) and Lot 57 (0.115 Acres), into 1 single Lot: Lot 56B, Block 2B, Modern Venice Subdivision. [Josh Garza Building Inspector]**
Commissioner Martin C. Cantu motioned, second by Commissioner Jeffery David Martinez and all voting “aye” to approve the recommendation of the Planning and Zoning Commission on a request by Mejia & Rose Inc., to Replat 2 Lots; Lot 56 (0.115 Acres) and Lot 57 (0.115 Acres), into 1 single Lot: Lot 56B, Block 2B, Modern Venice Subdivision.
11. **Discussion and potential action upon the recommendation of the Planning and Zoning Commission on a request by Moore Land Surveying, LLC, to replat (combining lots) Lot 1 Las Palmas Plaza Inc. Subdivision and Lot 2 Raul Flores Subdivision. [Josh Garza Building Inspector]**
Commissioner Martin C. Cantu motioned, second by Commissioner Jeffery David Martinez and all voting “aye” to approve the the recommendation of the Planning and Zoning Commission on a request by Moore Land Surveying, LLC, to replat (combining lots) Lot 1 Las Palmas Plaza Inc. Subdivision and Lot 2 Raul Flores Subdivision.
12. **Discussionand potential action upon the recommendation of the Planning and Zoning Commission on a request for a preliminary plat based upon a request by Ferris, Flinn & Medina, LLC for a Preliminary Subdivision Plat located at Bahia Point Subdivision 84.50 Acres of Land Comprised of the Following: Tract I: 36.25 Acres out of a 320 Acre Tract Described as the Eastern One-Half of the**

Tract of Exactly 640 Acres out of Santa Isabel Tract and Conveyed to Garcia Land & Live Stock Co. in Deed Recorded in Volume 141, Page 519, Deed Records of Cameron County, Texas Filed 7 December of 1925 and Ratified 4 May 1931 as a 320 Acre Tract in Volume 228, Page 345, Deed Records of Cameron County, Texas and said 320 Acres and Better Described as Third Tract in Volume I, Page 527, Oil & Gas Records of Cameron County, Texas Filed 1938 December 5; Tract 2: 48.25 Acres out of a 9512.87 Acre Tract Recorded as First Tract and Filed 4 May 1931, Recorded in Volume 228, Page 34, Deed Records of Cameron County, Texas; Save and Expect a 1.00 Acre Tract out of said 84.50 Acre Tract. [Josh Garza Building Inspector]

Commissioner Martin C. Cantu motioned, second by Martin Cantu Jr., and all voting "aye" to approve the the recommendation of the Planning and Zoning Commission on a request for a preliminary plat based upon a request by Ferris, Flinn & Medina, LLC for a Preliminary Subdivision Plat located at Bahia Point Subdivision 84.50 Acres of Land Comprised of the Following: Tract I: 36.25 Acres out of a 320 Acre Tract Described as the Eastern One-Half of the Tract of Exactly 640 Acres out of Santa Isabel Tract and Conveyed to Garcia Land & Live Stock Co. in Deed Recorded in Volume 141, Page 519, Deed Records of Cameron County, Texas Filed 7 December of 1925 and Ratified 4 May 1931 as a 320 Acre Tract in Volume 228, Page 345, Deed Records of Cameron County, Texas and said 320 Acres and Better Described as Third Tract in Volume I, Page 527, Oil & Gas Records of Cameron County, Texas Filed 1938 December 5; Tract 2: 48.25 Acres out of a 9512.87 Acre Tract Recorded as First Tract and Filed 4 May 1931, Recorded in Volume 228, Page 34, Deed Records of Cameron County, Texas; Save and Expect a 1.00 Acre Tract out of said 84.50 Acre Tract.

VIII. ADDENDUM TO NEW BUSINESS

13. **Discussion and potential action to allow the Port Isabel Police Department to participate in the "Law Enforcement TORCH RUN for Special Olympics" to be held on April 23, 2020. [Chief Robert Lopez]**
Commissioner Carmen Rios motioned, second by Commissioner Jeffery David Martinez and all voting "aye" to allow the Port Isabel Police Department to participate in the "Law Enforcement TORCH RUN for Special Olympics" to be held on April 23, 2020.
14. **Discussion and possible action to establish tiered contribution levels for part-time employees purchasing health insurance. [City Manager, Jared Hockema]**
Commissioner Martin Cantu Jr., motioned, second by Commissioner Jeffery David Martinez and all voting "aye" to establish tiered contribution levels for part-time employees purchasing health insurance also to include the Reserved Officers.
15. **Discussion and possible action to authorize the Event Center to be a promotional sponsor of the Laguna Madre Education Foundation. [City Manager, Jared Hockema]**
Commissioner Jeffery David Martinez motioned, second by Commissioner Martin Cantu Jr., and all voting "aye" to authorize the Event Center to be a promotional sponsor of the Laguna Madre Education Foundation.
16. **Discussion and possible action to authorize administration to sponsor the Annual Scholarship & Chamber Fundraiser Vegas at the Beach Saturday, April 18, 2020 7:00 pm. [City Manager, Jared Hockema]**
Commissioner Jeffery David Martinez motioned, second by Commissioner Martin Cantu Jr., and all voting "aye" to authorize administration to sponsor the Annual Scholarship & Chamber Fundraiser Vegas at the Beach Saturday, April 18, 2020 7:00 pm.

IX. CLOSED SESSION

Commissioner Carmen Rios motioned, second by Commissioner Jeffery David Martinez and all voting "aye" to go into closed session at 6:37 pm.

1. **Deliberation regarding air permit application of Texas LNG, LLC, SOAH Docket No. 582-19-6261 TCEQ Docket No. 2019-0624-AIR, pursuant to Texas Government Code, Section 551.071(1)(A).**
2. **Deliberation regarding applications of Texas LNG, Rio Grande LNG, Annova LNG and their affiliates before the Federal Energy Regulatory Commission and the US Army Corps of Engineers, pursuant to Texas Government Code, Section 551.071(1)(A).**
3. **Deliberation regarding franchise agreement with AEP, on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter, pursuant to Texas Government Code, Section 551.071(2).**

X. OPEN SESSION

Commissioner Jeffery David Martinez motioned, second by Commissioner Martin Cantu Jr., and all voting “aye” to come out of closed session at 7:01 pm.

1. Action relative to executive session.
2. Action relative to executive session.
3. Action relative to executive session.

Commissioner Martin C. Cantu motioned, second by Commissioner Jeffery David Martinez and all voting “aye” to acknowledge report given by City Attorney Gilbert Hinojosa on Items 1, 2 and 3.

XI. ADJOURNMENT

Commissioner Jeffery David Martinez motioned, second by Commissioner Carmen Rios and all voting “aye” to adjourn at 7:02 pm.

CITY OF PORT ISABEL, TEXAS

Juan Jose “JJ” Zamora, Mayor

ATTEST:

Susie Alcocer, CITY SECRETARY