

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

**DATE:** June 02, 2020  
**TIME:** 6:00 p.m.  
**PLACE:** City Commission Chambers Meeting Room  
**MEMBERS PRESENT:** Juan Jose “JJ” Zamora, Mayor  
Martin Cantu Jr. Commissioner Place No. 1  
Carmen Rios, Commissioner Place No. 2  
Martin C. Cantu Commissioner Place 3  
Jared Hockema, City Manager  
Susie Alcocer, City Secretary  
Nadini Jee, Assistant City Secretary  
Gilbert Hinojosa, City Attorney  
**MEMBERS ABSENT** Jeffery David Martinez, Commissioner Place No. 4

**ALSO PRESENT:** None

**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. Proclamation**

- **A Proclamation of the City of Port Isabel to proclaim and honor Ernestina Barrera [Mayor Juan Jose “JJ” Zamora]**  
The City Commission recognized Ms. Ernestina Barrera with a Proclamation for volunteering and dedication to the Port Isabel community.

**VI. 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.
  1. Consideration and approval of budget amendments and/or salary schedules
  2. Special Meeting February 25, 2020

Commissioner Martin Cantu Jr., motioned, second by Mayor Juan Jose “JJ Zamora and all voting “aye” to approve to hire a Part-time Dispatch and to create two (2) temporary Police Officer position will be paid with city funds and to approve the minutes.

## VII. REGULAR REPORTS

- **Update reports from Department Heads**  
**[Administration, EDC Revolving Loan, EMS, Fire, Public Works, Museum, PI Event & Cultural Center, Library and Police]**  
**City Manager informed the City Commission on the following:**
  - There will be a second round of Corona Virus testing tomorrow at the Event Center. We distribute flyers all over the city and placed on the city website. At least 40% of City employees have been tested for the virus and goal is for the employees to get tested at least every six weeks. We’re making sure we keep on top of the illness.
  - The City will stay closed to prevent the employees from getting the virus. We are still accepting payments on the drop off window. We are meeting people by appointments.

## VIII. WORKSHOP

1. **Discussion on submerged land leases.**  
**City Manager Jared Hockema informed the City Commission on the new rates for leasing properties:**  
24% for Submerged lands  
2% for appraised value on upland  
15% for Sub leases  
3 ½% Annual Increase

## IX. NEW BUSINESS

1. **Discussion and potential action to approve the bills. [City Manager Jared Hockema]**  
Commissioner Carmen Rios motioned, second by Commissioner Martin Cantu Jr. and all voting “aye” to approve the bills.
2. **Discussion and potential to approve the agreement between City of South Padre Island and the City of Port Isabel for the purchase of a mosquito sprayer. [City Manager Jared Hockema]**  
**South Padre Island change the amount of the mosquito sprayer to \$1.00.**  
Commissioner Martin Cantu Jr., motioned, second by Commissioner Carmen Rios and all voting “aye” to approve the agreement between City of South Padre Island and the City of Port Isabel for the purchase of a mosquito sprayer.
3. **Discussion and potential action to approve a land use permit agreement between the City of Port Isabel, Texas, and Calvin Byrd d/b/a Quik Stop. [City Manager Jared Hockema]**  
Commissioner Martin C. Cantu motioned, second by Commissioner Martin Cantu Jr. and all voting “aye” to approve a land use permit agreement between the City of Port Isabel, Texas, and Calvin Byrd d/b/a Quik Stop with the new rates.
4. **Discussion and potential authorization to issue a request for bids for the South Shore Paving project, TxCDBG Contract #7219330. [City Manager Jared Hockema]**  
Commissioner Carmen Rios motioned, second by Commissioner Martin C. Cantu and all voting “aye” authorization to issue a request for bids for the South Shore Paving project, TxCDBG Contract #7219330.
5. **Discussion and potential action to request sealed bids for residential and commercial solid waste collection services. [City Manager Jared Hockema]**  
Commissioner Martin C. Cantu motioned, second by Commissioner Carmen Rios and all voting “aye” to table request sealed bids for residential and commercial solid waste collection services.
6. **Discussion and potential action to approve Resolution No. 05-26-2020-01: A Resolution by the City Commission of Port Isabel, Cameron County, Texas to appoint or re-appoint one (1) member to the Port Isabel Housing Authority. [Mayor Juan Jose “JJ” Zamora]**  
Commissioner Martin C. Cantu motioned, second by Commissioner Carmen Rios and all voting “aye” to approve Resolution No. 05-26-2020-01: A Resolution by the City Commission of Port Isabel, Cameron County, Texas to appoint Victor Baldovinos to the Port Isabel Housing Authority.

7. **Discussion and potential action to approve the color for the bird watching station at the Arturo Galvan Coastal Park. [City Manager Jared Hockema]**  
Commissioner Carmen Rios motioned, second by Commissioner Martin C. Cantu and all voting “aye” to approve the color option 14 for the bird watching station at the Arturo Galvan Coastal Park.
8. **Discussion and potential action to approve the colors for the restroom building at Arturo Galvan Coastal Park. [City Manager Jared Hockema]**  
Commissioner Carmen Rios motioned, second by Commissioner Martin C. Cantu and all voting “aye” to approve the color option 14 for the restroom building at Arturo Galvan Coastal Park.
9. **Discussion and possible approval of interior improvements to City Hall. [City Manager Jared Hockema]**  
Commissioner Carmen Rios motioned, second by Commissioner Martin Cantu Jr., and all voting “aye” to approve of interior improvements to City Hall.
10. **Discussion and potential authorization to establish an incentive program to encourage participation in the 2020 US Census. [City Manager Jared Hockema]**  
Mayor Juan Jose “JJ” Zamora motioned, second by Commissioner Martin C. Cantu and all voting “aye” to encourage Port Isabel residents to participate on the 2020 US Census. For participating on the 2020 US Census their names will be entered 2 drawings 1<sup>st</sup> drawing is a Gift Card, 2<sup>nd</sup> drawing a Television and receive \$5.00 off their Garbage Bill.
11. **Discussion and possible action to ratify the issuance of requests for response and to appoint an evaluation committee in connection with a prospective application to the TxCDBG Downtown Revitalization Program. [City Manager Jared Hockema]**  
Commissioner Carmen Rios motioned, second by Commissioner Martin Cantu Jr., and all voting “aye” to ratify the issuance of requests for response and to appoint an evaluation committee in connection with a prospective application to the TxCDBG Downtown Revitalization Program.
12. **Discussion and possible adoption of Resolution 06-02-2020-01, A resolution of the City of Port Isabel, Texas finding that AEP, Texas, Inc.’s application to amend its distribution cost recovery factors to increase distribution rates within the city should be denied; authorizing participation with the cities served by AEP Texas; authorizing hiring of legal counsel; finding that the city’s reasonable rate case expenses shall be reimbursed by the company; finding that the meeting at which this resolution is passed is open to the public as required by law; requiring notice of this resolution to the company and legal counsel. [City Manager Jared Hockema]**  
Commissioner Martin Cantu Jr., motioned, second by Commissioner Carmen Rios and all voting “aye” to approve Resolution 06-02-2020-01, A resolution of the City of Port Isabel, Texas finding that AEP, Texas, Inc.’s application to amend its distribution cost recovery factors to increase distribution rates within the city should be denied; authorizing participation with the cities served by AEP Texas; authorizing hiring of legal counsel; finding that the city’s reasonable rate case expenses shall be reimbursed by the company; finding that the meeting at which this resolution is passed is open to the public as required by law; requiring notice of this resolution to the company and legal counsel.
13. **Discussion and possible authorization to issue a request for proposals for residential and commercial solid waste collection service. [City Manager Jared Hockema]**  
Commissioner Carmen Rios motioned, second by Mayor Juan Jose “JJ” Zamora and all voting “aye” to authorize to issue a request for proposals for residential and commercial solid waste collection service.
14. **Discussion and possible approval of contract with R and R Paving for Maxan and Island Avenue Street Improvement Project. [City Manager Jared Hockema]**  
Commissioner Martin Cantu Jr., motioned, second by Commissioner Carmen Rios and all voting “aye” to table the approval of contract with R and R Paving for Maxan and Island Avenue Street Improvement Project.
15. **Discussion and possible approval of agreement with R.E. Garcia and Associates for review and inspection of Bahia Pointe Subdivision. [City Manager Jared Hockema]**  
Commissioner Martin Cantu Jr., motioned, second by Mayor Juan Jose “JJ” Zamora and all voting “aye” to approve the agreement with R.E. Garcia and Associates for review and inspection of Bahia Pointe Subdivision.

**X. CLOSED SESSION**

Commissioner Carmen Rios motioned, second by Commissioner Martin Cantu Jr., and all voting “aye” to go into closed session at 7:26 pm.

1. Deliberation regarding pending or contemplated litigation, City of Port Isabel vs. Petra Reyna, et al., Cause Number 2018-DCL-049-26-E, pursuant to Texas Government Code, Section 551.071(1)(a).
2. Deliberation regarding sale of real property, described as Being the 39.81 acres, more or less, adjacent to Blocks 12 Lots one (1) thru twelve (12), Port Isabel Original Townsite, as per map recorded in Volume 7, Page 23, City of Port Isabel, Cameron County, Texas for the purpose of an Underground Service Easement and Right of Way consisting of a strip of land, ten feet (5) in width, extending in a direct route as practicable from a point of connection with company's facilities to a point below ground at the customer's meter location on the improvement, pursuant to Texas Government Code, Section 551.072.

**XI. OPEN SESSION**

Commissioner Carmen Rios motioned, second by Commissioner Martin C. Cantu and all voting "aye" to come out of closed session at 8:00 pm.

**1. Action relative to closed session.**

Commissioner Martin C. Cantu motioned, second by Commissioner Carmen Rios and all voting "aye" to acknowledge the report given by Counsel.

**2. Action relative to closed session.**

Commissioner Martin C. Cantu motioned, second by Commissioner Carmen Rios and all voting "aye" to grant the easement located on described as Being the 39.81 acres, more or less, adjacent to Blocks 12 Lots one (1) thru twelve (12), Port Isabel Original Townsite, as per map recorded in Volume 7, Page 23, City of Port Isabel, Cameron County, Texas for the purpose of an Underground Service Easement and Right of Way consisting of a strip of land, ten feet (5) in width, extending in a direct route as practicable from a point of connection with company's facilities to a point below ground at the customer's meter location on the improvement.

**XII. ADJOURNMENT**

Commissioner Martin C. Cantu motioned, second by Commissioner Carmen Rios and all voting "aye" to adjourn at 8:02 pm.

**CITY OF PORT ISABEL, TEXAS**

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**Juan Jose "JJ" Zamora, Mayor**

**ATTEST:**

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**Susie Alcocer, CITY SECRETARY**