

Minutes of Regular Meeting

The City Council of The City of Pearsall

A Special Meeting of the City Council of the City of Pearsall, Texas will be held on August 24, 2021 at 7:00 p.m., at the Pearsall City Hall, 214 S. Ash Street, Pearsall, Texas.

Please use the information below to join the webinar:

<https://us02web.zoom.us/j/86461850608>

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1. Call To Order

Mayor called the meeting to order at 7:00 p.m.

2. Roll Call and Announcement of a Quorum

Council Members Present: Mayor Ben Briscoe, Mayor Pro Tem Julian Hernandez, Council Member Sonia Hernandez, Council Member Brenda Trevino, Council Member Tiffany Talamantes, Council Member Davina Rodriguez

Council Members Absent: Council Member James Leal, Council Member Lionel Gandara

Staff Present: City Manager Federico Reyes, City Clerk Krystal Garcia, Finance Director Santos Alarcon, Chief of Police Humberto Torralba, HR Manager Raquel Yanez, City Attorney Bobby Maldonado, Public Works Director Hector Gandara, Librarian Jennifer Muniz.

3. Invocation and Pledge of Allegiance

Pledge of Allegiance led by all.

4. Citizens to Be Heard

None

5. Mayor's Message

6. Old Business

- A. **Action on the Land Use Variance/Special Exception Application submitted by David and Maria Camacho for 1016 E. Frio, Pearsall, TX 78061. Property's legal description being lot(s) 4-6, Block 106, Original Townsite Addition. - Action Item**

City Manager Fred Reyes reviewed the details of the Land Use Variance/Special Exception Application submitted by David and Maria Camacho. Builder, Ony Hall has requested to build on lot 4 of Mr. and Mrs. Camacho's property and waive the side yard setback requirements. He stated the owners would have to eventually replat the property. He informed the Council, the Planning and Zoning Commission recommends the approval of the request with the requiring them to replat. Mayor Pro Tem asked why Mr. and Mrs. Camacho would eventually have to replat. Mr. Reyes informed the council the Camachos owned lots 4, 5, and 6. They currently reside on lot 6 and are requesting to build on lot 4, leaving lot 5 vacant between the 2 residences. Side yard setback requirements for the City are 15 feet from the neighboring property lines and since lot 5 is only 22.67 feet wide, a structure could not be built on it due to it being too narrow. Councilwoman Davina Rodriguez motioned to approve the Land Use Variance/Special Exception Application submitted by David and Maria Camacho, second by Councilwoman Sonia Hernandez. The vote in favor of the motion was unanimous.

7. New Business

- A. **Discuss and Consider Resolution No. 2021-08-03 Accepting the annual audit, financial statement and opinion for Fiscal Year ending September 30, 2020, as prepared by Leal & Carter, PC, and authorizing the City Clerk to file the audit in accordance with the provisions of the City's Home Rule Charter Article 11, Section 11.11 and Chapter 103.003, Texas Local Government Code. - Action Item**

Mr. Robert Carter, Jr. briefly reviewed the audit report for the year ended September 30, 2020. He reviewed the Schedule of Findings (Financial Audit). Finding 2020-01: Reconciliation of Significant Accounts. Bank reconciliations were not being done monthly. Finance Director Santos Alarcon told this was a known issue and was due by the workload he had trying to catch up the city financials from years prior. Jackie Zuniga brought the reconciliation up to date when she was hired. He stated he agreed with the audit as presented. City Manager Fred Reyes announced the 3 years of audits was completed in the last 1 1/2 years. Mayor Pro Tem Julian Hernandez requested to know of any findings beforehand. Councilwoman Davina Rodriguez motioned to approve Resolution No. 2021-08-03, second by Councilwoman Sonia Hernandez. The vote in favor of the motion was unanimous.

- B. **Discuss and Consider Temporary License Staging Agreement between the City of Pearsall and AEP TEXAS Inc. - Action Item**

City Manager Fred Reyes informed the council of AEP's request to utilize the city's civic center in the event they experience an emergency condition that would require AEP to mobilize special efforts to respond to local emergencies regarding its services to customers. Councilwoman Davina Rodriguez motioned to approve the Temporary License Staging Agreement between the City of Pearsall and AEP TEXAS Inc., second by Councilwoman Sonia Hernandez. The vote in favor of the motion was unanimous.

C. Discuss and Consider permit and inspection requirements for electrical services and authorize the city manager to submit a letter to AEP with revisions to these requirements. - Action Item

City Manager Fred Reyes presented the current requirements set by the City before AEP will activate services for customers with the city limits. He recommended removing "Disconnection of the meter at premise" and "Active meter at premise with name change" from non-residential permit and inspection information listed as requirements to get an inspection. Contact information for City Hall will also be updated. Councilwoman Davina Rodriguez motioned to approve the permit and inspection requirements for electrical services and authorize the city manager to submit a letter to AEP with revisions as discussed, second by Councilwoman Sonia Hernandez. The vote in favor of the motion was unanimous.

D. Discuss and consider vote on proposed tax rate and schedule a public hearing to vote on tax rate. - Action Item

City Manager Fred Reyes recommends advertising September 2, for a public hearing to be held on September 14, at 7:00 pm at City Hall to vote on the proposed tax rate of \$0.866624. He informed council if the proposed tax rate is approved as \$0.866624, the revenue loss will be \$135,962. Mayor Ben T. Briscoe explained the budget is balanced as is and recommends Council approval. Councilwoman Sonia Hernandez motioned to approve the item as discussed, second by Councilwoman Davina Rodriguez. The vote in favor of the motion was unanimous. City Manager asked Mayor to announce that all voting members present voted in favor of the item. Mayor announced, for the record, all voting members present voted in favor of the item.

E. Discuss revisions to 2021-22 proposed budget and property tax/budget planning calendar.

City Manager Fred Reyes announced the Council just take a record vote as listed on the 2021 Planning Calendar provided to Council. He reviewed the rest of the schedule; September 2, notice of public hearing will be published; September 10, the notice of the public hearing will be advertised per Open Meetings Act and September 14 will be the meeting to vote on the tax rate and stated he would prefer to have the budget approved at the same meeting. City Manager reviewed changes made to balance the budget. He asked the council to consider changing the utility meter system to a system that would not require staff to drive by or manually read meters and would allow customers to check their consumption. Mayor Ben T. Briscoe announced the first deposit of the ARP funds was received this week but was not reflected in the budget. He stated he believes the upgrade to the meter system would be an investment the city would see a return on as the city is currently losing money with the older meter system. He explained the PFVD is need of a pumper truck but did not include it in their budget, he hopes the ARP could help fund the purchase. Mayor Pro Tem Julian Hernandez asked Mr. Reyes to explain the revenue loss. Mr. Reyes stated because the tax rate is staying the same and the property value has dropped throughout the whole city they are losing funds. He stated the city is not using ARP funds for operations. He stated the ARP funds could be used to replace the revenue loss the city experienced during the pandemic. The city lost the revenue from rentals due to the pandemic and will be verifying if it could cover revenue loss from the lack of payment in utility bills. Mayor Pro Tem Julian Hernandez inquired about the insurance for employees. HR Manager Raquel Yanez stated the RFP for the insurance is ending and is hoping to have something better for the employees than what was previously received.

F. Discuss the City of Pearsall's participation in the Frio County COVID-19 Incentive Program and related matters.

ADDENDUM** 7G Discuss and Consider the City of Pearsall's participation in the Frio County Vaccine Incentive Program and authorize the city manager to assist in the implementation and execution of this program**

Mayor Ben T. Briscoe announced the county is thinking of offering an incentive program for the public to receive 1 of the 3 vaccines. They have requested the city supply staff members and possibly the use of a building to help with the program. Councilwoman Davina Rodriguez stated as leaders of the community, they should help the county get the information out and is all for helping the county get the vaccinations done. Mayor Pro Tem Julian Hernandez announced Frio County has one of the lowest vaccination rates in the area and feels a strong effort needs to be made to make the service available. Councilmember Davina Rodriguez motion to approve authorizing the city manager to take further action, second by Mayor Pro Tem Julian Hernandez. The vote in favor of the motion was unanimous.

8. General Announcements

City Manager Fred Reyes announced meeting details for the City of Pearsall Planning Workshop to be held on September 13th at 5:30 pm at City Hall. Mayor Ben T. Briscoe announced he met with an individual who is interested in developing the TIRZ area.

A. Announcements

Councilwoman Sonia Hernandez motioned to adjourn the meeting at 8:14 pm, second by Councilwoman Davina Rodriguez. The vote in favor of the motion was unanimous.

9. Adjournment

Approved this November 9, 2021.



Ben T. Briscoe, Mayor

ATTEST:



Krystal Garcia, City Clerk