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**The State of Texas
The County of San Patricio
The City of Mathis**

**Regular Meeting
October 25, 2021**

In accordance with the Texas Open Meetings Act, Chapter 551.041 of the Texas Government Code, the City Council of the City of Mathis held a **Regular Meeting at 7:00 P.M. on Monday, October 25, 2021**, at Mathis Economic Development Corporation, 111 E. San Patricio Avenue. **Public Notice** was hereby given that the City Council may elect to go into closed session at any time during the meeting in order to discuss matters listed on the agenda concerning personnel, consultation with the city attorney, real estate acquisition, or other purposes authorized under the "Open Meetings Act". In the event the City Council elects to go into closed session regarding an agenda item; the purpose of the closed session and the section of the Open Meetings Act authorizing the session will be publicly announced by the presiding officer.

Councilman David Garcia led the invocation followed by the Pledge of Allegiance.

1. Roll call to determine presence of a quorum.

Councilwoman Sandra Quinones, Mayor Pro Tem Richard Salinas, Councilman Israel Gonzales, Councilwoman Mary Martinez Olivarez, and Councilman David Garcia.

Absent: Mayor Ciri Villarreal

City Staff Present: City Manager Michael Barrera, City Secretary Mary Gonzales, Admin. Asst. Monique Alvarado, Finance Director Caron Vela, Fire Chief Adrian Ramirez, Public Works director Gary Paredez, and EMS Director Paul Pulley. Other City Staff were not required to attend.

Guests: Glenda Uitman, Dick Myers, and Marsha McNorton

2. Call to order.

With a quorum of the Council Members present, the Regular Meeting was called to order by Mayor Pro Tem Richard Salinas at 7:01 p.m.

The City Council of the City of Mathis will discuss and act on the following:

3. Consider approval of minutes for October 12, 2021, Regular Meeting.

MOTION: Councilwoman Sandra Quinones motioned to approve the minutes for October 12, 2021, Regular Meeting. The motion was seconded by Councilman Israel Gonzales and the motion carried 5-0.

4. Citizens to be heard.

There were no comments or presentations.

5. Open public hearing

The public hearing commenced at 7:02 p.m.

6. Conduct a public hearing to consider the proposed revision to the Manufactures Homes and Trailers Ordinance.

Mr. Barrera informed that this public hearing was to allow the public the opportunity to comment on amending the current ordinance regulating manufactured homes. This includes the changes that all replacement homes must be new or unoccupied and to allow new manufactured homes to be placed on properties that do not currently have a manufactured home under certain restrictions. Councilman Salinas asked if these changes to the ordinance help the issue that the city has been having with the property located at Pecan St. and Bee St. Mr. Barrera explained that it does allow the city to turn off the utilities on a property if the property is not in compliance. Councilman Gonzales added that the changes to the ordinance will help to prevent issues similar to the one on Pecan St. and Bee St. but it does not apply to the current issue on that property. Councilman Gonzales asked how the city will determine the approval percentage of the property owners within 300 feet. Mr. Barrera explained that letters will be sent stating that if the property owner objects they must contact the city and if they do not then the city will take that as approval.

7. Close public hearing

The public hearing concluded at 7:09 p.m.

8. Motion approving the City of Mathis 2022-2026 Capital Improvement Program.

Mr. Barrera informed that this program was presented to council during the last council meeting. The plan includes 17 projects that are either underway or will be completed in the next five years. The City is investing approximately \$30,626,359 in the City's infrastructure projects in this time period. Councilman Garcia requested that the spreadsheet of the projects be shared to the public so that it is made aware of the upcoming projects. Mayor Pro Tem Salinas asked for the breakdown of funds for each project to be included in the information posted to the public. Mr. Barrera stated that all of the information is on the spreadsheet and he will edit it to emphasize the funds breakdown portion. Mayor Pro Tem Salinas mentioned that in the past there was a dry erase board located at city hall that showed what the city was applying for and the projects and requested that be brought back once City Hall gets its remodel.

MOTION: Councilwoman Mary Olivarez motioned to approve the City of Mathis 2022-2026 Capital Improvement Program. The motion was seconded by Councilman Israel Gonzales and the motion carried 5-0.

9. Discussion and action regarding a Key to the City program.

Mrs. Gonzales informed that this item was requested by council to be brought back for further discussion and to finalize the processes of the program. Councilman Israel Gonzales shared that he agrees with the processes that have been created thus far and stated that this award should be prestigious and if no one meets the criteria then there should be no recipient that year. Mrs. Gonzales shared that the city also offers proclamations to recognize individuals or bring awareness to causes such as breast cancer.

MOTION: Councilwoman Sandra Quinones motioned to approve the Key to the City program. The motion was seconded by Councilman Israel Gonzales and the motion carried 5-0.

10. Motion approving the First Reading of Ordinance No. O-22-10-01 amending Chapter 107 of the Code of Ordinances, Manufactures Homes and Trailers, section 107-3, Parking Manufactures Homes Outside Manufactured Home Parks, providing for penalties for non-compliance and establishing an effective date.

Mr. Barrera informed that there was a mix-up between him and the city attorney which resulted in the incorrect language to be used in the ordinance presented. Mr. Barrera recommended taking no action on this item at this time so that the updated ordinance can be brought to council for approval during the next council meeting.

No action taken.

11. Discussion and action regarding proposed plans for a local Market Days and all matters pertain thereto.

Mrs. Gonzales informed that Councilman Garcia requested this item be brought to council for discussion and consideration. Councilman Garcia shared that several residents have asked about the city hosting a Market Days event as it was done years prior. Councilman Garcia shared that after research he found that most Market Days events require a Tax ID number but many local peddlers do not have one. Councilman Garcia informed that a section in the ordinance notes that if it is a city event then the city does not have to require a Tax ID for the event. Mrs. Vela shared that someone who works with comptroller's office urged the city to ensure the vendors have a Tax ID number. Councilman Garcia stated that the responsibility is still on the vendors. Mr. Barrera agreed that since it will be a city event, the vendors will have the responsibility to have a Tax ID. Councilman Gonzales recommended having a community event teaching the public how to obtain a Tax ID. Councilman Garcia stated that years back the MEDC would have classes regarding what you need for starting or owning a business. Councilman Gonzales shared that the event should be approved and recommended possibly setting up a booth with information on how to obtain a Tax ID number. Mr. Barrera recommended allowing any vendor to participate this time but informing them that at the next Market Days event a Tax ID number will be a requirement. Councilman Gonzales asked if we are going to restrict types of sale to prevent the event from becoming a Flea Market. Councilman Garcia shared that he will put information regarding what can be sold on the application.

MOTION: Councilman Israel Gonzales motioned to approve having a Market Days event. The motion was seconded by Councilwoman Mary Martinez Olivarez and the motion carried 5-0.

12. City Manager's Report and all matters pertaining thereto:

Councilman Israel Gonzales, MEDC Board member

- *Mathis Economic Development Corporation performance report*

Councilman Gonzales reported that due to COVID 19 the year has been stagnant and another contribution to that was the retirement of the MEDC Executive Director Doug Dowler. Councilman Gonzales shared that they are looking for a new MEDC Director and currently have a person of interest. He added that there has been some interest in one of the MEDC properties but all other projects are going to be reviewed to see if they should be dropped or altered.

Frank Gonzales, Municipal Court Judge

- *Municipal Court performance report and all matters pertaining thereto*

Judge Gonzales reported the totals for the month of September 2021. Total collection was \$2,715.25; 0 community service hours; 10 transactions; 0 notices sent; 57 new cases filed; and 3 new warnings processed. In addition, Judge Gonzales explained the court procedures and explained what reprimands could be utilized.

Gary Paredez, Public Works Director

- *Public Works performance report*

Mr. Paredez reported for the August 2021 Monthly activity report. Mr. Paredez reported that there were 6 water leaks; 0 water taps and 13 sewer taps during the month. Mr. Paredez reported that the total water production was 18,017,000 gallons and the percent of capacity was 28%, the total water production is higher compared to the same month of the previous year. The total water treated was 11.283 MG and the percent of capacity was 40%. There is no information for disconnects, reconnects, or closed accounts due to computer issues. The total trihalomethanes for the official sample set and the process control is pending for POE, but the official sample set for Lamar had chlorine of 0.68 and a PH of 7.1; Ohio had chlorine of 0.86 and a PH of 7.3.

The street department has had 891 pot-holes patched with cold-mix; and did 3 blocks of curb cleaning. The water department had 96 service orders issued, 85 resolved, and 11 pending. The wastewater department had 13 service orders issued, 13 resolved, and 0 pending. The street department had 47 service orders issued, 45 resolved, and 2 pending. There were 12 permits issued and the permit amount collected was \$3,261.90.

Caron Vela, Finance Director

• *General Fund & Utility Fund Variance Report*

Mrs. Vela reported on Revenues for the twelve month report as of September 30, 2021. The General fund has a property tax of \$1,004,814; sales tax is \$1,070,949; sanitation fee is \$546,716; EMS fee is \$378,721; other fees are \$619,489; the total revenue is \$3,620,688. Mrs. Vela then reported on the expenses per department with administration having \$789,804; code enforcement had \$32,790; parks had \$138,573; fire department had \$49,119; EMS had \$675,776; animal control had \$65,841; police department had \$938,786; municipal court had \$59,871; street department had \$402,724; sanitation had \$417,186; the total expenses were \$3,570,470. General fund had a total revenue of \$3,620,688 with expenses of \$3,570,470; leaving revenues over expenses at \$50,218. Mrs. Vela then reported on the utility fund revenues; water fee was \$969,629; customer service was \$33,384; wastewater fee was \$508,307; the total revenue is \$1,511,320. The expenses of water were \$929,837 and wastewater was \$480,797. The utility fund had a total revenue of \$1,511,320 with expenses of \$1,410,670; leaving the revenues over expenses at \$100,650.

• *Certificate of Obligation*

Mrs. Vela reported on the Certificate of Obligations as of September 30, 2021. Mrs. Vela reported that the total purchases are \$1,017,769; interest earned is \$11,226; and pending purchases is \$3,017,532.

13. City Council requests for future Agenda Items.

Councilman Israel Gonzales requested information on any programs the city has regarding employee annual recognition.

Mayor Pro Tem Richard Salinas requested Animal Control take action on the pack of dogs located at the Gonzalo-Paiz Park.

14. Adjourn

With no further items to discuss, Mayor Pro Tem Richard Salinas requested a motion to adjourn the Council meeting at 8:21 p.m.

MOTION: Councilwoman Sandra Quinones motioned to adjourn the meeting. The motion was seconded by Councilman Israel Gonzales and the motion carried 5-0.

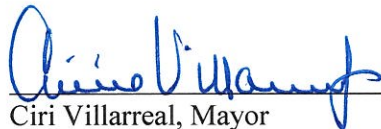
PASSED AND APPROVED ON THIS THE 8th DAY OF October, 2021

UPON THE MOTION OF Councilwoman Mary Olivarez

SECONDED BY Councilman David Garcia AND ADOPTED

BY A VOTE OF 4 TO 0.

ATTEST:


Ciri Villarreal, Mayor


Mary Acosta Gonzales, City Secretary