

STATE OF TEXAS §  
COUNTY OF CAMERON §  
TOWN OF LAGUNA VISTA §

**MINUTES OF A REGULAR MEETING  
OF THE LAGUNA VISTA TOWN COUNCIL**

DATE: June 14, 2022  
TIME: 6:00 p.m.  
PLACE: Fire Department Building

MEMBERS PRESENT: Michael Carter, Council Member Place 1  
Johvonne Howard, Council Member Place 2  
Rolando Gonzales, Council Member Place 4  
Victor Worrell, Council Member Place 5  
Silke De Gobeo, Council Member Place 6 (Zoom)

Alan T. Ozuna, Esq.  
Rendie R. Gonzales, Interim City Manager  
Anthony David, Chief of Police  
Norma Barbosa, Deputy Clerk  
Crystal Chapa, Town Bookkeeper  
Pura Mireles, Library Director  
Willie Martinez, Public Works Director  
Liz Baldwin, Library Clerk  
Duvie Alcocer, Building Inspector/Code Enforcement

MEMBERS ABSENT: Nadine Smith, Mayor  
Bettina Tolin, Council Member Place 3

**ORDER OF BUSINESS**

• **Call to Order**

Mayor Pro-tem Howard called the meeting to order at 6:00pm.

• **Invocation and Pledge of Allegiance**

Invocation lead by Council Member Gonzalez

• **Roll Call/Excused Absences**

**Motion** was made by Mayor Pro-tem Howard to excuse Council Member Tolin and Mayor Smith.

**Second** was made by Council Member Gonzalez.

**VOTE**

Council Member Carter	Aye	Council Member Worrell	Aye
Council Member Howard	Aye	Council Member De Gobeo	Aye
Council Member Gonzales	Aye		

**Motion Carried**

**OPEN FORUM** - At this time, audience is allowed 3 minutes per person to address the Council on any topic. There will be no discussion or formal action taken during this agenda item. The speaker must identify themselves before speaking. A Speaker Request Form must be presented to the City Secretary prior to the meeting.

Charlene Kuprel.

Spoke regarding Meeting Agenda on several items including Financial Reports, Car Purchase, Ordinance second readings, and Budget Workshop.

**MINUTES** - Consideration and possible action to approve the minutes of the May 10, 2022, Regular Town Council meeting, May 16, 2022, Special Town Council meeting, and May 17, 2022, Special Town Council meeting.

**Motion** was made by Council Member Worrell to approve the Minutes of the May 10, 2022, May 16, 2022, and May 17, 2022, meetings.

**Second** was made by Council Member Gonzalez.

**VOTE**

Council Member Carter	Aye	Council Member Worrell	Aye
Council Member Howard	Aye	Council Member De Gobeo	Aye
Council Member Gonzales	Aye		

**Motion Carried.**

**PROCLAMATION** – Proclamation recognizing and congratulating Darrin Valdez, on his execution and completion of the Butterfly Garden at the Laguna Vista Library as his Eagle Scout service project.

- Darrin Valdez spoke about his service project
- Mayor Pro-tem Howard read proclamation

**FINANCIAL REPORTS** – Review of monthly Financial Reports. (Town Bookkeeper)

Documents provided:

- Monthly Check Register
- Summary Budget (Revenue and Expenditure)
- Balance Sheets for all Funds.

Mr. Carter asked about the Texas Forest Service Grant. Crystal explained it is a fully refundable Grant for Fire Department training aids that Chief Waters applied for, the purchases for training need to be done and then Chief Waters submits for the reimbursements. Mr. Carter states that it is incorrect. Crystal will work on fixing the financial report to reflect correctly.

Mayor Pro-tem Howard asked about the \$109,711.70 check to Motorola Solutions. Crystal explained it was an approved Capitol Outlay Fund expense for the Police and Fire Department Radios.

**BUDGET AMENDMENT - Consideration and possible action to approve budget amendments for departments. (City Manager)**

- City Hall
  - Windstorm Insurance
- Vector Department
  - Cougar w/SMART & GPS machine

Rendie advised the council that the insurance premiums have increased, the budget amendment is needed to cover the Windstorm Insurance. Council Member Carter stated the increase was not bad only 22 percent and is averaging 34 percent right now.

Rendie advised the council that our current Vector machine is not powerful enough to do the job efficiently and it is more adequate for a barn type area. The new proposed machine will be able to cover the area needed and time efficiently, the machine is needed to do the job efficiently and effectively. However, the old machine will still be kept and used to cover smaller job areas such as Roloff Park.

**Motion** was made by Council Member Worrell to approve the budget amendment for the Windstorm Insurance.

**Second** was made by Council Member Carter.

**VOTE**

Council Member Carter	Aye	Council Member Worrell	Aye
Council Member Howard	Aye	Council Member De Gobeo	Aye
Council Member Gonzales	Aye		

**Motion Carried.**

**Motion** was made by Mayor Pro-tem Howard to approve the budget amendment for the Cougar w/SMART & GPS machine from the ARPA Funds.

**Second** was made by Council Member Gonzalez.

**VOTE**

Council Member Carter	Aye	Council Member Worrell	Aye
Council Member Howard	Aye	Council Member De Gobeo	Aye
Council Member Gonzales	Aye		

**Motion Carried.**

**RESOLUTION 2022-11** – Consideration and possible action to approve Resolution 2022-11 regarding the designation/outline of funds pursuant to the grant funding requirements.

Item was tabled until after Vehicle Purchase Discussion. Once resumed:

Rendie explained that this was needed per the ARPA rules and guidelines. These designations by no means commit the Town to these projects and we can amend this at anytime. It was clarified that the only project amount that was set was the Administration Fee from GrantWorks.

Rendie further explained that the Marina item is listed because we need to invest some money into the marina and since this money is unrestricted as to what we can spend it on, it's a good time to earmark money for that. The grant for the drainage is being sought to help with some of those expenses and as we get further along in the processes, we will have a better idea of what will be covered (if any) from the grant and what we can use the ARPA funds for. The Marina is falling apart and unsafe at this point.

Ms. Howard advised that she knows that the Marian is in some need of some repairs and attention to get it back up to standard.

It was further discussed how the resolution above can be ongoing and as items get decided/prices determined/grants awarded etc the grant can be renewed/updated etc.

**Motion** was made by Council Member Carter to approve Resolution 2022-11 regarding the designation/outline of funds pursuant to the grant funding requirements as amended to include the vehicle purchase for the Building Inspector/Code Enforcement/Vector Department.

**Second** was made by Council Member Worrell

**VOTE**

Council Member Carter	Aye	Council Member Worrell	Aye
Council Member Howard	Aye	Council Member De Gobeo	Aye
Council Member Gonzales	Aye		

**Motion Carried.**

**VEHICLE PURCHASE** – Consider and possible action to purchase a vehicle for the Building Inspector/Code Enforcement Officer (Council Member Worrell & Mayor Pro tem Howard).

Mr. Worrell explained he felt that the building inspector needs to have a truck in order to go to all the building sites she needs to go to, that the truck should be 4-wheel drive and she needs to be able to hook up the vector machine to it whenever its needed. He explained that the benefit of having this would be for the entire community and he feels its what's needed to do the job properly.

Ms. Howard stated that the Town has never employed someone in this capacity that can do this much for the Town and that we are excited that she has so many ways she can serve the Town but if we don't provide her with the resources to do her job then that's a waste of resources, we have access to. She echoed Mr. Worrell's opinion that she would need this vehicle in order to do her job fully and safely.

Rendie added that in addition to the building inspector and vector officer certifications – Duvie also serves as our Animal Control officer so having the truck to assist when she has to catch any type of animal would have great benefit as well.

Quotes for truck were provided; however, they were rough estimates as no dealership at the time of meeting had any trucks available to give official quote for. The approximate price for the standard cab, 4-wheel drive truck would be approximately \$55,000.00

Mr. Carter stated that the exact quote wasn't needed at this point; we can add this to the ARPA discussion that was tabled as one of our projects for up to a certain amount and add it to the Vector Supply Equipment.

**Motion** was made by Council Member Worrell to approve the purchase of a vehicle up to \$55,000 from the ARPA funds for the Building Inspector/Code Enforcement/Vector Department.

**Second** was made by Council Member Carter

**VOTE**

Council Member Carter	Aye	Council Member Worrell	Aye
Council Member Howard	Aye	Council Member De Gobeo	Aye
Council Member Gonzales	Aye		

**Motion Carried.**

**RESOLUTION 2022-14** – Consideration and possible action regarding a resolution of Laguna Vista, authorizing submission of the Community Development Block Grant Disaster Recovery (CDBG-DR) administered through the Texas General Land Office for the Town of Laguna Vista (City Manager).

Rendie explained that this was basic procedure for pursuing the grant regarding the 2019 TS Imelda and was requested from us by GrantWorks.

Mr. Carter pointed out correction needed on the header of the resolution.

**Motion** was made by Council Member Gonzales to approve Resolution 2022-14 authorizing submission of the Community Development Block Grant Disaster Recovery (CDBG-DR) administered through the Texas General Land Office for the Town of Laguna Vista (with correction noted above)

**Second** was made by Council Member Worrell

**VOTE**

Council Member Carter	Aye	Council Member Worrell	Aye
Council Member Howard	Aye	Council Member De Gobeo	Aye
Council Member Gonzales	Aye		

**Motion Carried.**

**RESOLUTION 2022-15** – Consideration and possible action regarding resolution of Laguna Vista adopting the Town of Laguna Vista citizen participation plan, the Town of Laguna Vista procurement policies and procedures and the town of Laguna Vista procedures for financial payments for the Town of Laguna Vista. (City Manager).

Rendie explained that this was basic procedure for pursuing the grant regarding the 2019 TS Imelda and was requested from us by GrantWorks.

**Motion** was made by Council Member Carter to approve resolution 2022-15 adopting the Town of Laguna Vista Citizen participation plan, the Town of Laguna Vista procurement policies and procedures and the town of Laguna Vista procedures for financial payments for the Town of Laguna Vista.

**Second** was made by Council Member Howard.

**VOTE**

Council Member Carter	Aye	Council Member Worrell	Aye
Council Member Howard	Aye	Council Member De Gobeo	Aye
Council Member Gonzales	Aye		

**Motion Carried.**

**ORDINANCE NO. 2022-03 HOT ORDINANCE** – Consideration and possible action on second reading of Ordinance 2007-30 (City Manager).

Mr. Ozuna advised that he incorporated the revisions requested by council at the last meeting. The changes that were incorporated were:

- Registration with the City to get a certain registration number specific to them
- Cost to register is permissible and added
  - one time registration fee
- The fee will be per registrant not per property

Mr. Carter requested clarification as to when this goes into effect and Mr. Ozuna advised it would be September 1, 2022.

**Motion** was made by Council Member Worrell to approve the second reading of Ordinance No 2022-03 Hot Ordinance: An Ordinance of the Town of Laguna Vista, Texas imposing a Hotel Occupancy Tax; Providing for the Administration and Collection of such tax; and providing for fines up to \$500.00 of violations for failing, neglecting or refusing to collect the tax; and repealing Ordinance 2007-30 to the Extent of Conflict with this Ordinance.

**Second** was made by Council Member Carter

**VOTE**

Council Member Carter	Aye	Council Member Worrell	Aye
Council Member Howard	Aye	Council Member De Gobeo	Aye
Council Member Gonzales	Aye		

**Motion Carried.**

**ORDINANCE NO. 2022-04 PEDDLER LICENSE** – Consideration and possible action on first reading of Ordinance 2202-03 repealing and/or revising Ordinance No. 06-94 (City Manager).

Rendie brought this to the council for review and consideration because she has been getting conflicting information and thought it was best that the Council review the ordinance given its age.

Mr. Ozuna went over the current Ordinance with the Council, and they discussed the changes that could be made to update the ordinance to include more current language regarding peddler’s licensing and increasing the fees for the same.

Ms. Howard advised that she didn’t want the non-profit such as the girl scouts to be prohibited from going door to door should they choose, and Mr. Ozuna clarified that sales like that would fall under section 3 “exemptions” and they would not be required to submit or pay for permits.

It was confirmed/stated it is against the HOA policy at the SPIGC to solicit even if there was a permit issued in addition, any citizen who doesn’t want solicitation can put the “no solicitation” sign up.

The following changes were requested:

- Update language to more current; statutory language
- The bond amount will be increased to \$2,000
- The fees for the permits shall all be doubled

**Motion** was made by Council Member Worrell to approve Ordinance No. 2022-04 with above stated revisions.

**Second** was made by Council Member Carter

**VOTE**

Council Member Carter	Aye	Council Member Worrell	Aye
Council Member Howard	Aye	Council Member De Gobeo	Aye
Council Member Gonzales	Aye		

**Motion Carried.**

**MAYOR PRO-TEM** – Consideration and possible action to appoint/re-appoint a Mayor Pro-Tem as per Home Rule Charter (City Manager).

Mayor Pro Tem Howard expressed her thanks and privilege to have served as Mayor Pro Tem for the past year and that it was certainly a learning experience and thanked the council and town for the opportunity.

**Motion** was made by Mayor Pro Tem Howard to appoint Council Member Gonzalez as Mayor Pro-Tem.

**Second** was made by Council Member Carter.

**VOTE**

Council Member Carter	Aye	Council Member Worrell	Aye
Council Member Howard	Aye	Council Member De Gobeo	Aye
Council Member Gonzales	Aye		

**Motion Carried.**

**ADVISORY BOARD APPOINTMENTS** – Consideration and possible action to appoint residents to the following advisory boards (City Manager).

Rendie advised that Duvie Alcozer resigned her position on the Parks & Recreation Board when hired as the Towns Building Inspector/Code Enforcement Officer. We had one applicant that met residence requirement Johanna Bunker.

**Motion** was made by Council Member Howard to appoint Johanna Bunker as a member to the Parks & Recreation Board.

**Second** was made by Council Member Gonzalez

**VOTE**

Council Member Carter	Aye	Council Member Worrell	Aye
Council Member Howard	Aye	Council Member De Gobeo	Aye
Council Member Gonzales	Aye		



**Motion Carried.**

**LAGUNA VISTA COMMUNITY DEVELOPMENT CORPORATION FY 2021-22 BUDGET** – Consideration and possible action to appoint residents to ratify Laguna Vista Community Development Corporation FY 2021-22 Budget (City Manager).

Item is unable to approve and will be tabled, CDC was unable to meet due to a lack of quorum.

**SPIGC DEVELOPMENT REVIEW** – Consideration and possible action regarding development in SPIGC (City Manager)

- Lot 25 & 26 SPIGC Parcel 19B
- o Replat Duplex to Single Family
- Lot 50 SPIGC Parcel 17B
- o Replat Size of Lot

Mr. Ozuna confirmed for all that these properties all fall under the scope of the CUP agreement and the only thing we are voting on is that they are in fact subject to the CUP agreement therefore we approve to form as such.

**Motion** was made by Council Member Carter to approve Lot 25 & 26 SPIGC Parcel 19B re-plat and Lot 50 SPIGC Parcel 17B re-plat as subject to the CUP agreement with SPIGC  
**Second** was made by Council Member Worrell

**VOTE**

Council Member Carter	Aye	Council Member Worrell	Aye
Council Member Howard	Aye	Council Member De Gobeo	Aye
Council Member Gonzales	Aye		

**Motion Carried.**

**SPIGC DEVELOPMENT REVIEW** – Consideration and possible action regarding development in SPIGC (City Manager).

Rendie explained to the board that she feels it would be in the Town’s best interest to streamline the process for SPIGC when it comes to zoning matters that fall clearly in the purview of the CUP agreement. She explained that as it stands right now, every time the SPIGC wants to do a re-plat they have to come to the city for “approval”; however, due to the CUP agreement the City has no standing to approve nor deny these requests. Instead of making Gallery Homes wait for a Town Council meeting to move the process along and to incur additional legal fees and time spent on an agenda item, she suggested that we grant the Administration and Council the authority to approve the requests upon receipt.

Mr. Ozuna confirmed that a similar stipulation was made with the P&Z Commission due to the same reasons. He further explained that this is something that Gallery needs from the Town as a result of banks and financing the homes they are purchasing. That the burden isn't really on the City; however, as it stands right now, we do have to bring it forth to council each request and that what is being proposed by the City Manager could be handled on the administrative level. He confirmed that he looks at each one to confirm that they fall into the boundary of the CUP agreement regardless so his fee wouldn't go up if he were to review before administration is given the authority to approve without bringing it to council first.

It was agreed that the \$250.00 application fee that has always been paid, will continue to be paid by Gallery which will cover the cost of the attorney and administration to proceed with the process.

**Motion** was made by Mayor Pro Tem Howard to approve  
**Second** was made by Council Member Worrell

**VOTE**

Council Member Carter	Aye	Council Member Worrell	Aye
Council Member Howard	Aye	Council Member De Gobeo	Aye
Council Member Gonzales	Aye		

**Motion Carried.**

**2022/2023 FY BUDGET WORKSHOP SCHEDULE** – Consideration and possible action to schedule budget workshop meetings for the FY 2022/2023 Town Budget (City Manager).

After discussion Council Members agreed on two dates for special meetings:

Tuesday July 19, 2022, at 6:00 pm  
Tuesday August 23, 2022, at 6:00 pm

**EXECUTIVE SESSION** Executive closed session in accordance with the Open Meetings Act, as authorized by the Texas Government Code, regarding any matter listed on the agenda pursuant to Section 551.071 - consultation with Town Attorney and pending litigation; 551.072 - deliberation regarding real property; 551.074 - deliberation regarding personnel matters; and 551.087 – deliberation regarding economic development negotiations.

- Deliberation regarding salary of City Manager
- Deliberation regarding appointment of Interim City Secretary

**Motion** was made by Council Member Worrell to go into executive session  
**Second** was made by Council Member Gonzalez.

**VOTE**

Council Member Carter	Aye	Council Member Worrell	Aye
Council Member Howard	Aye	Council Member De Gobeo	Aye
Council Member Gonzales	Aye		

**Motion Carried.**

**Meeting Adjourned for Executive Session at 7:38 p.m.  
Meeting resumed at 8:40 p.m.**

**CITY MANAGER SALARY-** Consideration and possible action regarding City Manager Salary.

**Motion** was made by Council Member Worrell as agreed in executive session.  
**Second** was made by Council Member Gonzalez

**VOTE**

Council Member Carter	Aye	Council Member Worrell	Aye
Council Member Howard	Aye	Council Member De Gobeo	Aye
Council Member Gonzales	Aye		

**Motion Carried.**

**APPOINTMENT OF INTERIM CITY SECRETARY-** Consideration and possible action regarding appointment of Interim City Secretary.

**Motion** was made by Council Member Howard to appoint Crystal Chapa as Interim City Secretary.  
**Second** was made by Council Member Carter

**VOTE**

Council Member Carter	Aye	Council Member Worrell	Aye
Council Member Howard	Aye	Council Member De Gobeo	Aye
Council Member Gonzales	Aye		

**Motion Carried.**

**• ADJOURNMENT**

**Motion** was made by Council Member Worrell to adjourn  
**Second** was made by Council Member Gonzalez

Council Member Carter	Aye	Council Member Worrell	Aye
-----------------------	-----	------------------------	-----

Council Member Howard	Aye	Council Member De Gobeo	Aye
Council Member Gonzales	Aye		

**Motion Carried.**

**Meeting Adjourned at 8:47 pm**

\_\_\_\_\_  
Johvonne Howard, Mayor-Pro-tem

Attest:

\_\_\_\_\_  
Crystal Chapa, Interim City Secretary

DRAFT