

MINUTES OF THE MEETING HELD THURSDAY SEPTEMBER 26, 2024.

Item 1. Call to order by the Honorable Mayor, Carina Hernandez.

Meeting was called to order by Mayor Hernandez at 6:31pm.

A motion to proceed with the meeting in English was moved by Mayor Hernandez and seconded by Commissioner Valdez. The motion was approved by unanimous consent.

Item 2. Roll Call.

City Secretary Noemi Perez called roll.

Present were: Mayor Carina Hernandez, Commissioner Juany Valdez and Commissioner Daisy Perez.

Also present were: City Secretary Noemi Perez, S.W.D. Executive Assistant Lesley Gonzalez and Fire Chief Hector Olvera.

Item 3. Pledge of Allegiance.

Mayor Hernandez led the pledge of allegiance.

Item 4. Communications.

No communications were presented.

Item 5. Public Comments.

No speaker cards were presented and therefore no public comments were made.

PRESENTATIONS, RECOGNITIONS AND REPORTS

Item 6. Departmental Report:

- a. General Government Operations/Administration**
- b. Vol. Fire Department**
- c. Solid Waste Collection**
- d. Public Works**
- e. Police Department**

Verbal reports were presented to the members of the council. Written delivered reports are filed in the official meeting date records.

CONSENT AGENDA

Item 7. Approval of the minutes.

Item 8. Approval of bills, payroll and monthly reports.

Commissioner Valdez moved to approve the consent agenda. The motion was seconded by Commissioner Perez and approved by unanimous consent.

COUNCIL ACTION ITEMS – INTRODUCTIONS & PUBLIC HEARINGS

OPEN PUBLIC HEARING

Mayor Hernandez moved to open the public hearing session. The motion was seconded by Commissioner Valdez and approved by unanimous consent.

Item 9. Public Hearing regarding the adoption of the 2024-2025 Fiscal Year Budget in accordance to Chapter 102, Section 102.006, of the Texas Local Government Code. At the Conclusion of the Public Hearing, the City Council shall take action on the proposed budget pursuant to Chapter 102, Section 102.007 of the Texas Local Government Code.

No comments were made for or against.

CLOSE PUBLIC HEARING

Mayor Hernandez moved to close the public hearing session. The motion was seconded by Commissioner Valdez and approved by unanimous consent.

COUNCIL ACTION ITEMS – RESOLUTIONS & ORDINANCES

Item 10. Discuss, consider and take appropriate action on the adopting of a resolution setting forth the monthly compensation salaries and administrative allowances for elected and appointed officials for the 2024 -2025 Fiscal year; and any other matters incident thereto.

Mayor Hernandez moved to approve the resolution as presented. The motion failed due to lack of a second.

Commissioner Valdez moved to amend the resolution and set the allowances to \$1,500.00 for the Mayor and \$1,200.00 for the city commissioners. The motion was seconded by Commissioner Perez and approved.

MAYOR CARINA HERNANDEZ

Item 11. Proclamation designating the month of October 2024 as Breast Cancer Awareness month in El Cenizo, Texas and inviting the El Cenizo Community to join the 2024 STEPS Forward Breast Cancer Awareness Walk and Wellness Fest.

Mayor Hernandez read and proclaimed the month of October 2024 as Breast Cancer Awareness month in El Cenizo, Texas.

Item 12. Discuss, consider and take appropriate action on ratifying all expenditures made during the period of 9/6/2024-9/23/2024 related to the collection of domestic solid waste; and any other matters incident thereto.

Commissioner Valdez moved to approve the expenses as presented. The motion was seconded by Commissioner Perez and approved.

COMMISSIONER JUANY VALDEZ

COMMISSIONER DAISY PEREZ

BUDGET

Item 13. Discussion and possible action to adopt the county city's budget for fiscal year 2024-2025 pursuant to Chapter 102, Section 102.007 of the Texas Local Government Code. The City Council may make any modifications to the proposed budget that it considers warranted by law and required by the interest of the taxpayers by majority vote.

Mr. Reyes from PMC, LLC., introduced amendments to reflect the current and future needs of the department heads and administrative offices. The amendments also included the change in salary and allowance adjustments.

Commissioner Valdez moved to amend the 2024-2025 proposed budget as presented and approve the amended 2024-2025 amended budget as to form. The motion was seconded by Commissioner Perez and approved.

COUNCIL ACTION ITEMS

Item 14. Consider and take appropriate action on approving the Master Inventory List for Office Equipment, Office Electronic Hardware, and other Operational Equipment from the following departments; and directing the city secretary to update the City's Master Inventory List to reflect all changes and additions; and any other matters incident thereto.

**General Government
General Government Administration
El Cenizo Volunteer Fire Department
El Cenizo Municipal Court
El Cenizo Solid Waste Department
El Cenizo Public Works
El Cenizo Animal Control Department**

Commissioner Valdez moved to approve the master inventory lists as presented. The motion was seconded by Commissioner Perez and approved.

Item 15. Consider, discuss and take appropriate action to designate the following meeting dates and times on which the El Cenizo City Council shall convene in regular term each month during Fiscal Year 2024-2025. All meetings shall start at 6:30pm The City Council may convene on any other day as deemed necessary and as authorized by law. The El Cenizo City Council may at its discretion, re-schedule meeting dates and times if necessary.

**October 24, 2024
November 21, 2024
December 19, 2024
January 23, 2025
February 27, 2025
March 27, 2025
April 24, 2025
May 22, 2025
June 26, 2025
July 24, 2025
August 28, 2025
September 11, 2025 * (Budget Meeting)
September 18, 2025 * (Budget Meeting)
September 25, 2025**

****Meeting for budget adoption purposes if needed.***

Mayor Hernandez moved to adopt the meeting schedule for the 2024-2025 fiscal year as presented. The motion was seconded by Commissioner Valdez and approved.

Item 16. Discuss, consider and take appropriate action to approve the proposed holiday schedule for Fiscal Year 2024-2025; and any other matters incident thereto.

**Columbus Day October 14, 2024 (Monday)
Veterans Day November 11, 2024 (Monday)
Thanksgiving Holiday November 28 & 29, 2024 (Thursday & Friday)
Christmas Holiday December 24 & 25, 2024 (Tuesday & Wednesday)
New Year's Holiday December 31, 2024 & January 1, 2025 (Tuesday & Wednesday)
Martin Luther King Day January 20, 2025 (Monday)
Presidents Day February 17, 2025 (Monday)
Easter Holiday April 18 & 21, 2025 (Friday & Monday)
Memorial Day May 26, 2025 (Monday)
Juneteenth Day June 19, 2025 (Thursday)
Independence Day July 4, 2025 (Friday)
Labor Day September 1, 2025 (Monday)**

***Four (4) Personal Holidays will be approved for this fiscal year**

Mayor Hernandez moved to adopt the Holiday schedule for the 2024-2025 fiscal year as presented. The motion was seconded by Commissioner Valdez and approved.

Item 17. Discuss, consider and take appropriate action to approve the filling of the following slot, subject to the availability of payroll funds and any applicable pre-employment guidelines, effective October 1, 2024.

Solid Waste Driver
Solid Waste Collector #1 #1 #2 (Amended)
Groundskeeper #1

Mayor Hernandez moved to authorize the filling of the slots as presented and amended. The motion was seconded by Commissioner Valdez and approved.

Item 18. Adjournment.

With no further business to come before the council, Mayor Hernandez moved to adjourn the meeting at 7:57pm. The motion was seconded by Commissioner Valdez.