

MINUTES

Notice is hereby given that the City of Combes Commissioners met in a Special Session at 7:00 pm Monday, May 22, 2023, at **Combes Municipal Complex**, 21626 Hand Road, Combes Texas to consider the following;

Public comments may be e-mailed to agutierrez@townofcombes.com by the meeting date at 4:00 pm.

Meeting began at 7:00pm

Mayor Silvestre Garcia requested roll call.

1. Roll Call.

By City Administrator Aida Gutierrez

- Mayor Silvestre Garcia – Present
- Commissioner Olga H. Montes- Present
- Commissioner Kenneth P Stolar- Present
- Commissioner Ann Forbes- Present
- Commissioner Carlos Cordova- Present
- Commissioner Mary David- Present

Mayor Silvestre Garcia - Quorum established, meeting goes to next item on the agenda.

2. Invocation & Pledge of Allegiance.

Commissioner Olga H. Montes led the Invocation.
Commissioner Kenneth P Stolar led the Pledge of Allegiance.

3. Public Comments. At this time, any person with business before the Council not scheduled on the agenda may speak, or any person may speak on any item on the agenda for a maximum of three (3) minutes. No formal action can be taken on these items. Action for Approval or Disapproval

No public Comments at this time

4. Consideration and Possible Action of Donation from Loves' Travel.

Action for Approval or Disapproval of.

A donation of \$1000.00 was given to the City of Combes to be used for our community, and/or to upgrade the Basketball Court, Add Flower beds etc. Mayor Silvestre Garcia made a recommendation for benches and a speaker to be placed in front of City Hall to be used during executive sessions. A quote/estimate to be obtained and placed back on agenda at a future date for approval.

Commissioner Olga H. Montes made a motion to approve. Seconded by Kenneth Stolar. All in favor. Motion passed due to a unanimous vote.

5. Consideration and Possible Action of Variance Request from Mr. Jose Abarca-18377 Hollida Street-Building (4) four Duplex Encroaching 5 feet from property line.

Action for Approval or Disapproval of.

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The council approved variance for 5ft encroachment from property line. Commissioner Olga H. Montes made a motion to approve said variance on 18377 Hollida Street. Seconded by Commissioner Mary David. All in favor. Motion passed due to a unanimous vote.

6. Consideration and Possible Action.

a) Resolution No. 2023-6 A Resolution of the City of Combes Commissioners Authorizing Approval for Management Contract Award for the HOME Program through the Texas Department of Housing and Community Affairs for the RSP HOME (HRA) Agreement Application.

Mayor Silvestre Garcia recommended the city staff to go door to door to inform the community of the program and/or schedule an outreach program to assist in the application process due to the lack of knowledge of the program. Commissioners Mary David and Commissioner Olga H. Montes volunteered to assist with the delivery of information to citizens. Commissioner Ann Forbes asked if it was imminent to do this due to pending applications. The City Administrator Aida Gutierrez asked, if possible, to contact Langford if the council approves the contract to coordinate an outreach program. Mayor Silvestre Garcia advises he wants the community to be informed of the Home Program and make use of funds for the program to avoid having to return the funds and/or be given to another city for use. Commissioner Olga H. Montes made a motion to approve. Seconded by Commissioner Ann Forbes. All in favor. Motion passed due to unanimous vote.

b) Approve Professional Management Contract with Langford Community Management Services to administer HOME Homeowner Rehabilitation Assistance Program Directed by Texas Department of Housing and Community Affairs HOME Program.

**c) HOME Program Contract System Access Request Form.
Action for Approval or Disapproval of (Items A-C)**

Commissioner Olga H Montes made a motion to approve items b) Approve Professional Management Contract with Langford Community Management Services to administer HOME Homeowner Rehabilitation Assistance Program Directed by Texas Department of Housing and Community Affairs HOME Program and c) HOME Program Contract System Access Request Form. Seconded by Commissioner Ann Forbes. All in favor. Motion passed due to unanimous vote.

7. Consideration and Possible Action to.

a) Remove, Appoint and/or Re-Appoint Combes Economic Development Corporation Directors.
c) Remove, Appoint and/or Re-Appoint Combes Municipal Development District Directors.
Action for Approval or Disapproval of.

Commissioner Olga H. Montes made a motion to remove a) the Combes Economic Development Corporation Directors and remove b) the Combes Municipal Development District Directors. Seconded by Commissioner Ann Forbes. All in favor. Motion passed due to unanimous vote.

Mayor Silvestre Garcia asked the board to Table the appointment of the directors of both boards: the Combes Economic Development Corporation directors and Combes Municipal Development District directors until the next meeting.

Commissioner Olga H. Montes made a motion to approve to Table the appointment of the directors of both boards: the Combes Economic Development Corporation directors and Combes Municipal Development

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District directors. Seconded by Commissioner Mary David. All in favor. Motion passed due to unanimous vote.

8. Consideration and Possible Action of; Qualifications of firms- Professional Qualifications and Experience in providing City Engineering Services and Scoring System and Authorize City Administrator to Advertise Request for Professional Qualifications.

Action for Approval or Disapproval of.

City Administrator Aida Gutierrez advised the same Firm Qualifications used 1 ½ year ago for same purpose were in packets for review by board members.

Mayor Silvestre Garcia would like to advertise the request for Professional Qualifications in Valley Morning Star and the City's Web Page.

Commissioner Kenneth Stolar made a motion to approve the advertisement for Professional Qualifications in Valley Morning Star and the City's Web Page. Seconded by Commissioner Olga H. Montes. All in favor. Motion passed due to unanimous vote.

9. Consideration and Possible Action to host a Fourth of July 2023 Event- City of Combes Community Park.

Action for Approval or Disapproval of.

Summary of vendors for Fourth of July event placed in packet by City of Combes Administrator Aida Gutierrez. Board members agreed to have the event held in the afternoon hours. On Sunday July 02,2023 start time 4:00p.m.

Commissioner Kenneth Stolar made a motion approve to hold event on Sunday July 02,2023 at 4:00 p.m. Seconded by Commissioner Mary David. All in favor. Motion passed due to unanimous vote.

10. Consideration and Possible Action to remove former Mayor Marco Sanchez Bank Signatory from City of Combes Bank Accounts and Add Mayor Silvestre Garcia and City Secretary JoAnn Nino to current signature cards effective May 17, 2023.

Action for Approval or Disapproval of.

Commissioner Kenneth Stolar made a motion to approve to remove former Mayor Marco Sanchez Bank Signatory from City of Combes Bank Accounts and Add Mayor Silvestre Garcia and City Secretary Jo Ann Niño to current signature cards. Seconded by Commissioner Ann Forbes. All in favor. Motion passed due to unanimous vote.

11. Consideration and Possible Action.

- a) Update City of Combes Website; Pictures- Mayor, Commissioners, and Staff. Include Combes EDC Directors, MDD Directors, City Attorney, and Engineer.
 - b) Provide City of Combes with Emails to all Elected and Appointed City Officials.
 - c) Provide Texas Municipal League (TML) Training Dates for Newly Elected City Officials.
- Action for Approval or Disapproval of. (Items A-C)

Commissioner Olga H. Montes made a motion to approve item:

- a) Update City of Combes Website; Pictures- Mayor, Commissioners, and Staff. Include Combes EDC Directors, MDD Directors, City Attorney, and Engineer.

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b) Provide City of Combes with Emails to all Elected and Appointed City Officials.

c) Provide Texas Municipal League (TML) Training Dates for Newly Elected City Officials.

Seconded by Commissioner Ann Forbes. All in favor. Motion passed due to unanimous vote.

12. Mayor Silvestre Garcia- Consideration and Possible Action:

a) Notification and Posting of City of Combes Meeting Agendas.

b) Financial Reporting Requirements in Public Meetings

c) Process for Meeting Minutes-for City of Combes Meetings

d) Conflict of Interest Disclosure Agenda Item prior to City of Combes Public Comment Forum.

e) City of Combes Website Structure-Create Web pages for Combes EDC, Combes MDD, and City Agendas separately, upload Meeting Minutes, Provide Financial Transparency Page, Project Update, and Event Page.

f) Agenda Packet Delivery Process.

Action for Approval or Disapproval of. (Items A-F)

Mayor Silvestre Garcia instructed on agenda items one by one.

a) Notification and Posting of City of Combes Meeting Agendas.

Mayor Silvestre Garcia asked to make changes to the current agenda postings. Recommendation to add postings to local businesses to current postings.

b) Financial Reporting Requirements in Public Meetings

Mayor Silvestre Garcia requested Check register for all accounts to include payroll revenue, actual revenue expenses year to date to be compared to current budget to be placed in the packet at first regular meeting. Mayor Silvestre Garcia also requested a list of all current vendors and updated list if vendors are added on a monthly basis, all Credit/Debit card transactions and receipts along with Name of card holders to be provided to Mayor Silvestre Garcia and all City of Combes Commissioners.

c) Process for Meeting Minutes-for City of Combes Meetings

Mayor Silvestre Garcia requested the process for Meeting Minutes to be changed to Verbatim effective immediately. The change gives the community knowledge of full discussion and Commissioner that made motion. Mayor Silvestre Garcia requested for City Administrator Aida Gutierrez to livestream Meetings to allow citizens not able to attend physically.

d) Conflict of Interest Disclosure Agenda Item prior to City of Combes Public Comment Forum.

Before the beginning of each meeting Mayor Silvestre Garcia suggested adding a Conflict-of-Interest question disclosure for all elected officials on agenda item prior to public comments. Mayor Silvestre Garcia introduced the General Rule of Local Government Code Chapter 176.

City of Combes Legal Counsel Gilberto Hinojosa advised the board to add a conflict-of-interest affidavit form. If Conflict of interest exists, Commissioners must abstain from voting.

e) City of Combes Website Structure-Create Web pages for Combes EDC, Combes MDD, and City Agendas separately, upload Meeting Minutes, Provide Financial Transparency Page, Project Update, and Event Page.

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Mayor Silvestre Garcia asks City of Combes Website Structure-Create Web pages for Combes EDC, Combes MDD, and City Agendas separately, upload Meeting Minutes, Provide Financial Transparency Page, Project Update, and Event Page for future events and projects for community awareness.

f) Agenda Packet Delivery Process.

Mayor Silvestre Garcia asked for Agenda Packet to be e-mailed or picked up by 4:30p.m. on Friday prior to meeting.

Commissioner Olga H. Montes made a motion to approve items a) to f). Seconded by Commissioner Kenneth Stolar. All in favor. Motion passed due to unanimous vote.

13.Executive Session: Consultation with Attorney as per Texas Open Meetings Act. [Tex. Govt. Code §551.071-Discussion regarding G&G Contractors-Combes Public Warehouse & Animal Shelter Bond Project 2021.

Action for Approval or Disapproval of.

Mayor Silvestre Garcia asked the board for a motion to Table item. Commissioner Olga H. Montes made a motion to table Consultation with Attorney as per Texas Open Meetings Act. [Tex. Govt. Code §551.071-Discussion regarding G&G Contractors-Combes Public Warehouse & Animal Shelter Bond Project 2021. Seconded by Commissioner Kenneth Stolar. All in favor. Motion passed due to unanimous vote.

14. Action following Executive Session: Consultation with Attorney as per Texas Open Meetings Act. [Tex. Govt. Code §551.071- Discussion regarding G&G Contractors-Combes Public Warehouse & Animal Shelter Bond 2021 Project.

Action for Approval or Disapproval of.

No Action taken.

15. Adjournment of Meeting & Date and Time for

Action for Approval or Disapproval of.

Commissioner Olga H. Montes made a motion to approve Adjournment of Meeting. Seconded by Commissioner Mary David. Meeting Adjourned at 8:01p.m.


Silvestre Garcia, Mayor


JoAnn Duarte, City Secretary