

**City of Alton City Commission  
Regular Meeting 7:30 pm  
September 22, 2020 Minutes  
Virtual Meeting**

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**Members Present**

Mayor Salvador Vela  
Mayor Pro Tem Arturo Galvan Jr  
Commissioner Ricardo Garza  
Commissioner Richard Arevalo  
Commissioner Emilio Cantu Jr

**City Staff Present**

Jeff Underwood  
Ricardo Gonzalez  
Baudelia Rojas  
Cristina Garcia  
Samm Mercado  
Steve Pena  
Rosie Tello  
Mauro Sandoval  
Jonathan Flores

**Others Present**

Hipolito Ortiz

- I. **CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT:**  
With a quorum of the Alton City Commission present, Mayor Salvador Vela called the meeting to order at 7:30 pm.
- II. **INVOCATION AND PLEDGE OF ALLEGIANCE TO THE U.S. FLAG**  
Mayor Salvador Vela led the group in prayer. Commissioner Ricardo Garza led in the Pledge of Allegiance.
- III. **CERTIFICATION OF POSTING**
- IV. **PUBLIC COMMENT:** Hipolito Ortiz resides in Rancho Grande Estates. He stated that his concern is that there have been blockades installed in the subdivision alleyways. Has made contact with City Manager and Mayor in regards to how this has made the neighborhood ugly.
- V. **CONSENT AGENDA**  
**Approve the minutes of the City Commission meeting of September 8, 2020.**  
Motion to approve the minutes was moved by Mayor Pro Tem Arturo Galvan Jr and seconded by Commissioner Ricardo Garza. Motion carried 5-0.

**VI. NEW BUSINESS**

- 1. Consider and approve Proclamation 2020-04 proclaiming September 10, 2020 as Census Day.**  
Jeff Underwood, City Manager stated census is underway and reminds everyone to complete their census. Staff recommends approval. Motion to approve was moved by Mayor Pro Tem Arturo Galvan Jr and second by Commissioner Ricardo Garza. Motion carried 5-0.
- 2. Consider and approve the third budget amendment of the City of Alton General Fund for fiscal year 2019-2020.**  
Jeff Underwood, City Manager stated that this was the final budget amendment. Department head did great in keeping the expenses in check. Staff recommends approval. Motion to approve was moved by Commissioner Ricardo Garza and second by Commissioner Richard Arevalo. Motion carried 5-0.
- 3. Consider and approve Adrian K Webb, partner of Noel Garza CPA engagement letter for audit services of the financial statements of the fiscal year ended September 30, 2020.**  
Jeff Underwood, City Manager stated that Mr. Webb has completed the annual audit for the city in past years. He will begin in October and finish in the month of March 2020. Staff recommends approval. Motion to approve was moved by Mayor Pro Tem Arturo Galvan Jr and second by Commissioner Richard Arevalo. Motion carried 5-0.
- 4. Discuss and consider the adoption of the City of Alton Budget for Fiscal Year 2020-2021.**  
Jeff Underwood, City Manager stated this was the budget for the new fiscal year. He briefed the Commission on the revenues and expenditures for the funds presented. Staff recommends approval. Motion to approve subject to was moved by Mayor Pro Tem Arturo Galvan Jr and seconded by Commissioner Ricardo Garza. Motion carried 5-0.
- 5. Discuss and consider the approving the City of Alton Organizational Chart 2020-2021.**  
Jeff Underwood, City Manager stated that there were no new positions added to the organizational chart. A human resources clerk position was left out of the chart. Staff recommends approval. Motion to approve was moved by Mayor Pro Tem Arturo Galvan Jr and second by Commissioner Richard Arevalo. Motion carried 5-0.
- 6. Discussion and action to approve Ordinance 2020-16, an amendment to the Personnel Policies authorizing longevity pay; waiving second and third reading.**  
Jeff Underwood, City Manager stated a request to add longevity pay is being added in an effort to keep staff around. If someone leaves and comes back that would count for service. Staff recommends approval. Motion to approve was moved by

Mayor Pro Tem Arturo Galvan Jr and second by Commissioner Ricardo Garza. Motion carried 5-0.

- 7. Discussion and action to approve Resolution 2020-14 designating the schedule of holidays for fiscal year 2020-2021.**  
Jeff Underwood, City Manager stated resolution provides the 11 holidays for the upcoming fiscal year. Staff recommends approval. Motion to approve was moved by Commissioner Ricardo Garza and second by Commissioner Richard Arevalo. Motion carried 5-0.
- 8. Discuss and consider awarding or rejecting bids for grounds maintenance at city facilities.**  
Jeff Underwood, City Manager stated two bids were received. Staff recommends rejecting the bids and allow for advertise for grounds maintenance again. Motion to approve was moved by Mayor Pro Tem Arturo Galvan Jr and second by Commissioner Ricardo Garza. Motion carried 5-0.
- 9. Consider and approve Resolution 2020-15 designating reimbursement rates for per diem and mileage as per personnel policies.**  
Jeff Underwood, City Manager stated the rates were not changed from previous year. Staff recommends approval. Motion to approve was moved by Mayor Pro Tem Arturo Galvan Jr and second by Commissioner Ricardo Garza. Motion carried 5-0.
- 10. Consider and approve Resolution 2020-16 designating official city newspapers for the publication of legal notices, advertisements or publications of any kind within may be required by law to be published.**  
Jeff Underwood, City Manager stated resolution is naming the Progress Times as the official newspaper and The Monitor as secondary newspaper. Staff recommends approval. Motion to approve was moved by Mayor Pro Tem Arturo Galvan Jr and second by Commissioner Emilio Cantu Jr. Motion carried 5-0.
- 11. Consider and approve Ordinance 2020-17, regulating electioneering in the proximity of Alton City Hal, Sylvia Vela Park, Alton Fire, Recreation Center and other city real property; providing for compliance and setting a fine for violation thereof and providing severability clause and waiving second and third reading.**  
Jeff Underwood, City Manager stated that with COVID, a larger venue was needed to social distance. Staff recommends approval. Motion to approve was moved by Mayor Pro Tem Arturo Galvan Jr and second by Commissioner Ricardo Garza. Motion carried 5-0.

**12. Updated Mayoral Declaration of Local State of Disaster due to public health emergency.**

Jeff Underwood, City Manager stated the disaster declaration presented is to extend through October 13, 2020. It is keeping in line with the Governors orders and no changes have been made. Staff recommends approval. Motion to approve was moved by Mayor Pro Tem Arturo Galvan Jr and second by Commissioner Ricardo Garza. Motion carried 5-0.

**VII. EXECUTIVE SESSION: Pursuant to Government Code Section 551.071 & 551.072**

**VIII. RETURN TO OPEN SESSION FOR POSSIBLE ACTION**

**IX. CITY MANAGERS REPORT:**

Jeff Underwood, City Manager stated the economic support has provided over \$100,000 through the MRAP and GAP. He also thanked the department heads for working hard in getting the budget together.


**X. ADJOURNMENT:**

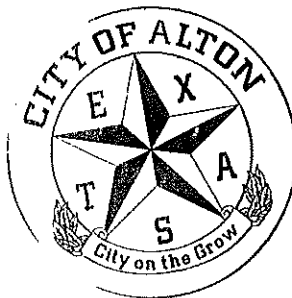
Motion to adjourn the meeting at 7:59 pm was moved by Mayor Pro Tem Arturo Galvan Jr and seconded by Commissioner Ricardo Garza. Motion carried 5-0.

**CITY OF ALTON**

  
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**Salvador Vela, Mayor**

**ATTEST:**

  
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**Baudelia Rojas CPM, TRMC|CMC**  
**City Secretary**



Approved by City Commission October 13, 2020