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

Regular Meeting

January 27, 2025

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, January 27, 2025**, at City Hall Annex, 401 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.

Mayor Ciri Villarreal led the invocation followed by the Pledge of Allegiance.

1. Roll call to determine presence of a quorum.

Mayor Ciri Villarreal, Mayor Pro Tem Sandra Quinones, Councilman Richard Salinas, and Councilman Israel Gonzales

Absent: Councilwoman Isabel Rivera and Councilman David Garcia

City Staff Present: City Manager Cedric W. Davis, City Secretary Mary A. Gonzales, Administrative Assistant Cassandra J. Moya, HR Supervisor Roxanne Ramirez, Finance Director Caron Vela, Fund Accountant Grace Yturria, Operations Manager Noelia Davila, Public Works Director Robert Tafolla, Animal Control Officer Tom Armstrong and Sergeant Steven Perez.

Guests: Elvira Chavez (MEDC), Kent Young (Dawson's), Vicente Gonzalez (MEDC), Olivia Deleon, Gabriella Deleon, Consuelo Hernandez, Stephanie Newsom (Allegiance), and Michelle Herrera (MEDC).

2. Call to order.

With a quorum of the Council Members present, the Regular Meeting was called to order by Mayor Ciri Villarreal at 7:01pm.

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

3. Consider approval of minutes for January 27, 2025 Regular Meeting.

MOTION: Councilman Richard Salinas motioned to approve the minutes for January 27, 2025, Regular Meeting. The motion was seconded by Mayor Pro Tem Sandra Quinones and the motion carried 3-0.

4. Citizens to be heard.

Elvira Chavez with Mathis EDC thanked the Mayor and City Council for supporting the Mathis EDC. Mrs. Chavez expressed that the Council's support helps to improve the economic development in our community and shared a few accomplishments such as; the beautification to the downtown area and helped six new businesses open their doors.

5. Motion approving SECOND Reading of Ordinance No. O-25-01-01 Amending the Comprehensive Zoning Ordinance and the Zoning Map so as to give the following Property on Exhibit A, a Zoning Classification of B1-Business Use, in San Patricio County, Texas. Amending the official Zoning Map of the City, providing for a savings clause; providing for a severability clause; and providing for an effective date.

MOTION: Mayor Pro Tem Sandra Quinones motioned to approve the SECOND Reading of Ordinance No. O-25-01-01 Amending the Comprehensive Zoning Ordinance and the Zoning Map so as to give the following Property on Exhibit A, a Zoning Classification of B1-Business Use, in San Patricio County, Texas. Amending the official Zoning Map of the City, providing for a savings clause; providing for a severability clause; and providing for an effective date. The motion was seconded by Councilman Israel Gonzales and the motion carried 3-0.

6. Motion approving SECOND Reading of Ordinance No. O-25-01-02 amending the Comprehensive Zoning Ordinance and the Zoning Map so as to give the following property on Exhibit A, legally described as Mathis Railroad Subd Lot 1 (.1150 acres), Lot 2 (.1150 acres), Lots 3 and 4 (0.2300 Acres), in San Patricio County, Texas, a zoning Classification of B-1, Business District Use, Amending the official Zoning Map of the City.

MOTION: Councilman Richard Salinas motioned to approve SECOND Reading of Ordinance No. O-25-01-02 amending the Comprehensive Zoning Ordinance and the Zoning Map so as to give the following property on Exhibit A, legally described as Mathis Railroad Subd Lot 1 (.1150 acres), Lot 2 (.1150 acres), Lots 3 and 4 (0.2300 Acres), in San Patricio County, Texas, a zoning Classification of B-1, Business District Use, Amending the official Zoning Map of the City. The motion was seconded by Councilman Israel Gonzales and the motion carried 3-0

7. Discussion and motion to appoint three (3) members to the Mathis Economic Development Corporation Board.

City Secretary informed that there are 3 positions that are up for appointment for the Mathis EDC Board. The applicants submitted for reappointment are Elvira Chavez, Israel Gonzales and Michelle Herrera; and with the new applicants submitting for consideration are Lilly Wilkinson, Nancy Jenkins, Shelby Dunn, Rich Murphy, and Kent Young. With each council member submitting their nominations, the votes resulted in the reappointment of Elvira Chavez, Michelle Herrera and Israel Gonzales.

MOTION: Mayor Pro Tem Sandra Quinones motioned to approve the reappointment for the EDC of Elvira Chavez, Michelle Herrera and Israel Gonzales. The motion was seconded by Councilman Richard Salinas and the motion carried 4-0

8. Discuss and consider approving the preliminary Re-Plat of the hereinafter described property on Exhibit A, being a RePlat of Davila and DeLeon Addition Lot 1, Block 1, being a Final Plat of a 0.375 Acre Tract out of Lot 3, the J.M. Griffin Addition, as shown on the map recorded in Envelope 713-714, Map Records of San Patricio County, Texas. Said 0.375 Acre Tract also being out of a 0.748 Acre Tract described in a Deed Recorded in Document NO. 56184, Official Public Records of San Patricio County, Texas and being the same property described in a Deed Recorded in Document No. 2025-748091, Official Records of San Patricio County, Texas.

Mary Gonzales informed that this property is located on 423 S. Lee corner of South Lee and East Mesquite. The property has been replated; separating the lot to allow the new owners to build a new home. Mayor asked if they have looked at the flooding in that area and recommended to get in touch with the San Patricio Drainage District that would be able to assist with any flooding information.

MOTION: Councilman Richard Salinas motioned to approve the preliminary Re-Plat of the hereinafter described property on Exhibit A, being a RePlat of Davila and DeLeon Addition Lot 1, Block 1, being a Final Plat of a 0.375 Acre Tract out of Lot 3, the J.M. Griffin Addition, as shown on the map recorded in Envelope 713-714, Map Records of San Patricio County, Texas. Said 0.375 Acre Tract also being out of a

0.748 Acre Tract described in a Deed Rec-orded in Document NO. 56184, Official Public Records of San Patricio County, Texas and being the same property described in a Deed Recorded in Document No. 2025-748091, Official Records of San Patricio County, Texas. The motion was seconded by Mayor Pro Tem Sandra Quinones and the motion carried 3-0.

9. Consider motion approving the agreement for election services between San Patricio County and City of Mathis and Mathis Independent School District for the May 3, 2025 Election to be administered by Pamela Hill, San Patricio County Elections Administrator.

City Secretary informed this is a formality as we get ready for the May 3, 2025 Election. This contract is for election services to be managed by the San Patricio County Election Administrator for the joint election for City of Mathis and Mathis ISD. The cost of the elections will be split between the City and Mathis ISD.

MOTION: Councilman Richard Salinas motioned to approve the agreement for election services between San Patricio County and joint election with MISD not to exceed up to \$25,000. The motion was seconded by Councilman Israel Gonzales and the motion carried 3-0.

10. Consider motion approving Resolution No. R-25-01-02 Ordering the General Election to be held on May 3, 2025 for the purpose of electing Mayor, Council Member Place 3 and Council Member Place 5. *Considerar la moción para aprobar la resolución, ordenando que las Elecciones Generales se celebren el 3 de Mayo de 2025 con el propósito de elegir Alcalde, Miembro Consejal Lugar 3 y Miembro Consejal Lugar 5.*

City Secretary informed that this resolution is in accordance with the general laws establishing the procedures of the election to be held Saturday, May 3, 2025, for the purpose of electing a Mayor, Council Member Place 3 and Council Member Place 5.

MOTION: Mayor Pro Tem Sandra Quinones motioned to approve Resolution No. R-25-01-02 Ordering the General Election to be held on May 3, 2025 for the purpose of electing Mayor, Council Member Place 3 and Council Member Place 5. The motion was seconded by Councilman Israel Gonzales and the motion carried 3-0.

DIVISION AND FINANCIAL REPORTS

11. City Manager's reports and all matters pertaining thereto.

Operations Manager, Noelia Davila

- *Processed bi-weekly payroll for all employees; reconciled all insurances, payroll taxes, child support, ACH payments; ran reports and uploaded file to make ACH payment for TMRS; work to complete filing 941 Employers' quarterly federal tax, TWC and Municipal Court Quarterly Reports; worked on 1099s and W2s that are due by January 31st.*

Fund Accountant, Grace Yturria

- *ALL FY2024 bank reconciliations for all Prosperity and TexPool accounts; Start process to reactivate the Tyler Technology Incode ERP Pro 10 project; FY2025 budget was entered and variance reports were presented to Council for first meeting of 2025; Kayla from GLO Grants sent a status update on two grants D275 and E483; Dr-4332 FEMA Hurricane Harvey Grant for Fire Department project will hope to get approval for additional funds.*

City Manager, Cedric Davis, Sr.

- *Fielded calls and or complaints; discussed proposal from Storm Sirens to install CD&F Model SD2100 Radio Decoder; attended Coastal Bend COG Board of Directors Meetings;*

signed new updated signature cards at Prosperity Bank; worked on and fielded calls regarding "Safe Waters"

MEDC Executive Director, Sabas Encina, Jr.

- *Project activities: Hard Corner Project, Autozone Project, Redwood Dr. Project, TSC Project, new eateries interested in Mathis, new businesses in Mathis and Grand Openings; 1st quarter report was presented with -\$267,483.60 Current Sales Tax to Last Years Sale Tax which was 75.3% year to date; -\$5,455.29 current sales tax to projected sale tax which is - 5.9% less fiscal year to date; current assets \$1,036,746.16*

Municipal Court Judge, Frank Gonzales

Judge Gonzales was not present at the meeting

- *Collection amount \$4,257.20; community service 10 hours; 39 total transactions; 50 notices sent; 18 new cases and 30 new warnings*

Police Chief, Guillermo Figueroa

- *120 traffic stops, 56 citation warnings, citations issued and 946 calls for service; 16 arrests, 16 cases filed with county attorney and district attorney; 9 warrants issued; 3 notable incidents*
- *Animal Control; December: 6 held over, 10 picked up, 6 went to rescue, 1 euthanized, 3 quarantine; January: 7 held over, 1 picked up, 2 went home, 10 went to rescue; 85 total calls*
- *Code Enforcement: 2 Public Works inspections residential, 4 IFC residential, 3 commercials, 3 grass residential, 7 trash residential, 2 tagged vehicles*

Public Works Director, Robert Tafolla

- *Water: total water production 14.7 mg, 10 water leaks, continuing meter replacement program (892 meters replaced), 69 disconnects and 24 reconnects*
- *Wastewater: 8.12 water treated and 14 sewer stoppages*
- *Street: 4 curb cleanings, 9 caliche requests and 3 blocks of pot hole patching*
- *Permit: 9 permits issued in which collected \$979.20, 6-meter loops issued and collected \$150.00*
- *Parks: painting 12 21 ft galvanized pipes, installing lights at Gonzalo Park*

Emergency Medical Service, Allegiance Mobile Health

- *152 total calls: 96 Mathis, 23 county, 28 secondary response; mutual aid into city: 20, mutual aid into county 8, mutual aid to Live Oak 3, and 2 mutual aid Jim Wells CO. 2; average response time primary: 7 mins, 5 sec., average secondary response 22 mins and 4 sec. They are starting a new reporting and CAD system*

Volunteer Fire Chief, Adrian Ramirez

- *16 in the city calls and 7 in county calls*

Human Resource Specialist, Roxanne Ramirez

- *Termed 1 dispatcher, 1 street Maintenance Tech; sat on interview panel for Finance Director; Work for Mobile Unit was here on 1/7/25; had a meeting with Mary and*

Cassandra with Sky Elements on 1/9/25 for Freedom Fest; Attended Grand Opening of K & J

City Secretary, Mary Gonzales

- *Filtered calls and in-person customer service for building permits and zoning, continued reconciling of the Fuel Cards, finalized Christmas Event, prepared election candidate packets, Cassandra assisted Finance with bank reconciliations; attend the Election Law Seminar by TMCCA, processed bank transactions for A/P, Payroll, and Utility daily collections*

12. City Council requests for future Agenda Items.

- *Councilman Richard Salinas said to make sure investigation on IH37 and 359 with TxDot, set up meeting with Drainage District because every ditch needs to be upgraded*
- *Councilman Israel Gonzales stop signs are not reflected around the Brewery; leaks that are being repaired need to be cleaned up better; McNally/ Railroad crossing conditions*

13. Adjourn

With no further items to discuss, Mayor Ciri Villarreal requested a motion to adjourn the council meeting at 8:15 pm.

MOTION: Mayor Pro Tem Sandra Quinones motioned to adjourn the meeting. The motion was seconded by Councilman Israel Gonzales and the motion carried 3-0.

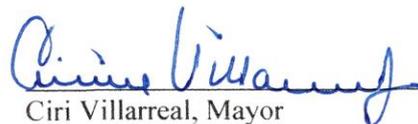
PASSED AND APPROVED ON THIS THE 10th DAY OF February, 2025

UPON THE MOTION OF Councilman Richard Salinas

SECONDED BY Councilman Israel Gonzales AND ADOPTED

BY A VOTE OF 5 TO 0.

ATTEST:


Ciri Villarreal, Mayor


Mary Acosta Gonzales, City Secretary