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

Regular Meeting

April 28, 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, April 28, 2025**, at Economic Development Corporation, 111 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.

Councilman David Garcia led the invocation followed by the Pledge of Allegiance.

1. Roll call to determine presence of a quorum.

Mayor Ciri Villarreal, Councilman Israel Gonzales, Councilwoman Isabel Rivera Monsibaiz, and Councilman David Garcia

Absent: Mayor Pro Tem Sandra Quinones and Councilman Richard Salinas

City Staff Present: City Manager Cedric W. Davis, City Secretary Mary A. Gonzales, Finance Director Caron Vela, Administrative Assistant Cassandra J. Moya, H.R Supervisor Roxanne Ramirez, Chief of Police Guillermo Figueroa, Public Works Director Robert Tafolla, Fire Chief Adrian Ramirez, Code Enforcement Officer Dorin Walker and Municipal C

Guests: Stephanie Newsom (Allegiance), Thomas Nance (Aperion), and Lupe Gonzalez (EC Metal Builders)

2. Call to order.

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

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

3. Consider approval of minutes for April 24, 2025, Regular Meeting.

MOTION: Councilwoman Isabel Rivera motioned to approve the minutes for April 24, 2025, Regular Meeting. The motion was seconded by Israel Gonzales and the motion carried 3-0.

4. Citizens to be heard.

No presentations were made at this time.

5. Consider motion approving the Second Reading of Ordinance No. O-25-04-04 establishing a fee schedule for residential sanitation services, including refuse and brush collection.

MOTION: Councilman David Garcia motioned to approve the Second Reading of Ordinance No. O-25-04-04 establishing a fee schedule for residential sanitation services, including refuse and brush collection. The motion was seconded by Councilwoman Isabel Rivera and the motion carried 3-0.

6. Discussion and motion approving the preliminary plat of the hereinafter described property on Exhibit A, being a Replat of Lot 4, Mathis Business Park Recorded Envelope A-25, Tube #31 and Lot 3A of Resubdivision of Lot 3 of Mathis Business Park.

Mary Gonzales informed that Mr. Hinojosa is submitting a replat for a development of placing mini storage sheds available to rent for residents. Lupe Gonzales informed that they are needing to replat the property due to the development going across two lots. They are wanting to replat two lots into one.

MOTION: Councilman Israel Gonzales motioned to approve the preliminary plat of the hereinafter described property on Exhibit A, being a Replat of Lot 4, Mathis Business Park Recorded Envelope A-25, Tube #31 and Lot 3A of Resubdivision of Lot 3 of Mathis Business Park. The motion was seconded by Councilwoman Isabel Rivera and the motion carried 3-0.

7. Discussion and motion authorizing the City Manager to sign the updated contract and approve funding to continue the project of the Tyler Technology ERP Pro 10 SaaS (formerly InCode) Enterprise Financial Management and Workflow Software.

Caron Vela informed that this software will allow us to begin training for all staff to learn how the system works and how we would be able to transfer all the data. The city received an \$18,000 credit due to not having much activity over the past couple of years. The set up process and training will take about 9-12 months. This program also allows to access outside the office if a crisis were to happen and it will be secured.

MOTION: Councilman David Garcia motioned to authorizing the City Manager to sign the updated contract and approve funding to continue the project of the Tyler Technology ERP Pro 10 SaaS (formerly Incode) Enterprise Financial Management and Workflow Software. The motion was seconded by Councilwoman Isabel Rivera and the motion carried 3-0.

8. Discussion and motion regarding the General Legal Services Professional Service Agreement between the City of Mathis and Wood, Boyken & Wolter.

Cedric Davis informed that this is an agreement we have with our current City Attorney, Lucinda Garcia who has been with the city for a very long time. The change on the agreement is an increase to her hourly rate \$15. She currently charges \$300 an hour and the increase will go into effect in May.

MOTION: Councilman Israel Gonzales motioned to the approve the \$15 increase to the current services agreement with Wood, Boyken & Wolter. The motion was seconded by Councilwoman Isabel Rivera and the motion carried 3-0.

9. Discussion and direction regarding the Municipal Court cases needing adjudication by a Court of Records.

Mr. Davis informed that the city does not have a court of records, and as we run code enforcement, sending out a letter doesn't have enough "teeth". A court of record is needed to do an abatement or anything like that. Therefore, we are asking to allow us to enter into an MOU with the county district court and JPs to be able to file the cases.

No action taken.

10. City Business updates and all matters pertaining thereto.

City Manager, Cedric Davis, Sr.

- *Fielded calls and or complaints; met with citizens regarding complaints; Discussion with Grantworks Kayla and LJA Engineering regarding GLO Scope of Work; TxDot working and*

installing new foundations of lighting State Hwy 359; Tractor Supply Mathis Ground Breaking; Still working on additional funding resources for MVFD & legislative support; Attended the Passion of Christ Walk; clearing of land redwood estates will start Monday

Emergency Medical Service, Allegiance Mobile Health

- *Total calls 222; City of Mathis 165, County 35; Secondary Response 63; Mutual Aid City 43, County 20, Live Oak Co 3; Average response time 7 mins and 6 secs*

Municipal Court Judge, Frank Gonzalez

- *March Collection: \$10,005.21; 20 community service hours; 70 transactions; 13 court appearances; 75 notices sent; 57 new cases and 31 warnings*

Police Chief, Guillermo Figueroa

- *95 traffic stops, 5 arrests from traffic stop; 36 warnings; 487 citations issued and 576 calls for service; 24 arrests and 12 cases filed with county; 8 warrants issued*
- *Animal Control: March has 19 picked up, 1 adopted and 7 went to rescue; April had 4 held over, 9 picked up, 1 adopted and 20 went to rescue*
- *Code Enforcement: Residential Code Inspections 2 trash, 3 unsecured property, 1 open fire warning, and 1 grass; commercial code inspections 2 grease trap inspections, 2 unsecured property and 2 certificate of occupancy*

Public Works Director, Robert Tafolla

- *Total water production: 16.8 and 2 water leaks; 899 meters replaced; 109 disconnects and 94 reconnects;*
- *Wastewater Department: 9.67 total water treated and 17 sewer stoppages*
- *Street Department; Breaker replaced at street light on S Hwy 359; 9 curbs cleaned, 6 caliche requests and 26 pot holes patched*
- *Permit Department: 14 Permits issued totaling \$2,005.64; 6-meter loops issued totaling \$150.00*
- *Parks Department: Gonzalo Park painted tennis practice backboard green; little league park fixed girls restroom stalls, dugouts and hose bib; Zamora Park replaced both see saws and painted them pink and blue*

Volunteer Fire Chief, Adrian Ramirez

- *9 City responses and 13 in the county; 2 out of county*

Human Resources Specialist, Roxanne Ramirez

- *Jobs Posted: Patrol Officer & Dispatch Clerk; Staff Hired: 1 FT & 1 PT Street Laborer, 1 Public Works Admin. Asst., 2 FT Water Techs; Termed: 1 Dispatcher; Worker's Comp cases 2; Records Request 2. Recognized Workiversaries of staff ranging from 2 years to 13 years of service and congratulated Code Enforcement for his certification.*

City Secretary, Mary Gonzales

- *Processed and verified with SPC Addressing Agent E911 Addresses; attended a meeting with Lyte Fiber regarding the Fiber Optic community project; attended conference meeting with Mr. Davis regarding GLO MIT-MOD Grant; Cassandra, Roxanne, Caron and I assisted with the final planning for Easter; the Easter event held on April 11th reportedly collected \$2,100 in sponsorship donations, provided 5,000 prefilled eggs for the egg hung, 128 easter baskets to giveaway, and there were a total of 147 children who participated in this year's event; Continued work with preparations for Freedom Fest; and managed on-going city communications*

Finance Director, Caron Vela

- *Bank balance as of 03/31/25: \$2,975,852.30*
Six-Month Variance Report:
General Fund: total revenue \$2,501,754, expenses \$1,691,762; revenue/expenses \$809,992
Utility Fund: total revenue \$1,027,371, expenses \$692,559; revenue/expenses \$334,812

11. City Council requests for future Agenda Items.

- *Councilman Israel Gonzales would like to start looking for candidates for the Key to the City.*
- *Councilman David Garcia would like to know when the next strategic planning meeting will be and requested to approach the county to assist with feeder streets into the city.*
- *Mayor Ciri Villarreal requested an update on the lights at 359 and loop 459; and information on the TxDot agreement for the lights*

12. Adjourn

With no further items to discuss, Mayor Ciri Villarreal requested a motion to adjourn the council meeting at 8:31 p.m.

MOTION: Councilman Israel Gonzales motioned to adjourn the meeting. The motion was seconded by Councilwoman Isabel Rivera and the motion carried 3-0.

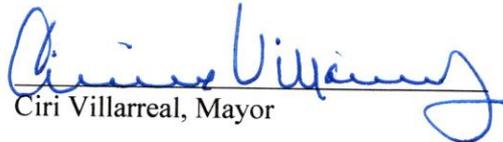
PASSED AND APPROVED ON THIS THE 12th DAY OF May, 2025

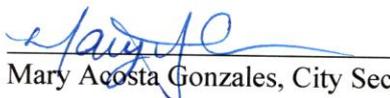
UPON THE MOTION OF Councilman Richard Salinas

SECONDED BY Mayor Pro Tem Sandra Quinones AND ADOPTED

BY A VOTE OF 5 TO 0.

ATTEST:


Ciri Villarreal, Mayor


Mary Acosta Gonzales, City Secretary