

STATE OF TEXAS §  
COUNTY OF CAMERON §  
TOWN OF LAGUNA VISTA §

**MINUTES OF A REGULAR MEETING  
OF THE LAGUNA VISTA TOWN COUNCIL**

DATE: September 10, 2024  
TIME: 6:00 p.m.  
PLACE: Town of Laguna Vista City Hall

MEMBERS PRESENT: Johvonne Howard, Council Member Place 2  
Bettina Tolin, Council Member Place 3  
Kenneth Cornelius, Council Member Place 4  
Teresa Bryant, Council Member Place 5  
Miguel Hernandez, Council Member Place 6  
Michael Carter, Mayor Carter

Alan T. Ozuna, Esq.  
Crystal Chapa, City Secretary  
Greg Cruz, Police Commander  
Steve Reyes, Police Sergeant  
Norma Barbosa, Court Clerk  
Karla De La Pena, City Clerk

MEMBERS ABSENT: Dr. Christopher Romero, Mayor Pro-tem

Please note: Council Member Howard arrived at 6:08pm

**ORDER OF BUSINESS**

• **Call to Order**

Mayor Carter called the meeting to order at 6:04pm.

• **Invocation and Pledge of Allegiance**

Invocation led by Council Member Bryant.

• **Roll Call/Excused Absences**

**Motion** was made by Council Member Bryant to excuse Council Member Romero.  
**Second** was made by Council Member Hernandez.

**VOTE**

Council Member Tolin	Aye	Council Member Hernandez	Aye
Council Member Cornelius	Aye	Mayor Carter	Aye
Council Member Bryant	Aye		

**Motion Carried**

**OPEN FORUM** - At this time, audience is allowed 3 minutes per person to address the Council on any topic. There will be no discussion or formal action taken during this agenda item. The speaker must identify themselves before speaking. A Speaker Request Form must be presented to the City Secretary prior to the meeting.

None

**NEW BUSINESS** – Discussion, consideration, and possible action on each of the following items:

- **MINUTES** – Consideration and possible action to approve the following minutes:
  - August 6, 2024, Special Town Council Meeting
  - August 14, 2024, Regular Town Council Meeting
  - August 20, 2024, Special Town Council Meeting

**Motion** was made by Council Member Bryant to approve the August 6<sup>th</sup>, 14<sup>th</sup>, and 20<sup>th</sup> minutes.

**Second** was made by Mayor Carter.

**VOTE**

Council Member Tolin	Aye	Council Member Hernandez	Aye
Council Member Cornelius	Aye	Mayor Carter	Aye
Council Member Bryant	Aye		

**Motion Carried**

**FINANCIAL REPORTS** – Review of Monthly Financial Reports. (City Manager)

The Check Register, Bank Reconciliation, Income Statement, and Balance Sheets were provided to Council for review. Mayor Carter states Budget is on track, 83.33% of budget spent after 84% of year has finished.

**LAGUNA VISTA WEBPAGE** – Discussion and update on the Town of Laguna Visa Webpge (City Manager & John Saenz)

John Saenz is called to the podium. Update on city website is discussed and Council Howard brought to attention that the website has been a work in progress for 6 months and still not working properly, Mayor proposes for the City Manager to bring a representative from the company to give a robust update at the next meeting. The council gives 30 days to bring to date.

**LAGUNA VISTA POLICE BUILDING – Discussion and possible action approving the layout/concrete for Laguna Vista Police Department building. (City Manager).**

Crystal advised that the City Manager asked for this item to be tabled. Council Howard asked for a reason. Mayor Carter asked Commander Cruz if he has information on the building, he states we are still waiting on the grading system and to make sure we have the correct platform. Item is tabled.

**RESOLUTION NO. 2024-08 – Discussion, consideration and possible action to approve Resolution 2024-08 approving ARPA Project Direction #9. (City Manager).**

Reallocation of ARPA Funds to finish Police Building is discussed. Mayor proposes that the funds be used for the Police Department Building.

**Motion** was made by Mayor Carter to approve Resolution 2024-08.

**Second** was made by Council Member Bryant.

**VOTE**

Council Member Howard	Aye	Council Member Bryant	Aye
Council Member Tolin	Aye	Council Member Hernandez	Aye
Council Member Cornelius	Aye	Mayor Carter	Aye

**Motion Carried**

**RESOLUTION 2024-09– Consideration and possible action to approve award to selected grant management firm for grant pre-application, application, and implementation services for the Town of Laguna Vista 2025-2026 Texas Community Development Grant Fund Program as administered by the Texas Department of Agriculture and to designate Town representative. (City Manager).**

Crystal advised that Grantworks was the sole submission to write our CDBG 2025-2026 Grant and the proposal is to appoint Grant works.

Mayor Carter asked Town Attorney Mr. Ozuna if he had reviewed this, and Mr. Ozuna advised he did.

**Motion** was made by Council Member Howard to approve Resolution 2024-09.

**Second** was made by Council Member Cornelius.

**VOTE**

Council Member Howard	Aye	Council Member Bryant	Aye
Council Member Tolin	Aye	Council Member Hernandez	Aye
Council Member Cornelius	Aye	Mayor Carter	Aye

**Motion Carried**

**CYBER LIABILITY COVERAGE** – Consideration and possible action to approve the Cyber Liability and Data Breach Response Interlocal Agreement with Texas Municipal League Intergovernmental Risk Pool. (City Manager).

Town Attorney Ozuna explains the benefits of becoming a member of the intergovernmental risk group/ cybersecurity (TML).

**Motion** was made by Council Member Howard to approve the Cyber Liability Agreement with TML.

**Second** was made by Mayor Carter.

**VOTE**

Council Member Howard	Aye	Council Member Bryant	Aye
Council Member Tolin	Aye	Council Member Hernandez	Aye
Council Member Cornelius	Aye	Mayor Carter	Aye

**Motion Carried**

**ORDINANCE NUMBER 2024-07** – Consideration and possible action on FIRST READING of Ordinance Number 2024-07 designation restricted and designated fund balance for 2024-2025 fiscal year. (City Manager).

Mayor Carter advised that by Town Charter we are required to have 90 days of expenses in our fund balance and by designating the funds it will ensure these funds are always available.

**Motion** was made by Council Member Bryant to approve Ordinance 2024-07.

**Second** was made by Council Member Hernandez.

**VOTE**

Council Member Howard	Aye	Council Member Bryant	Aye
Council Member Tolin	Aye	Council Member Hernandez	Aye
Council Member Cornelius	Aye	Mayor Carter	Aye

**Motion Carried**

**ADJOURNMENT**

**Motion** was made by Council Member Bryant to adjourn.

**Second** was made by Council Member Tolin.

**VOTE**

Council Member Howard	Aye	Council Member Bryant	Aye
Council Member Tolin	Aye	Council Member Hernandez	Aye
Council Member Cornelius	Aye	Mayor Carter	Aye

**Motion Carried**

**Meeting Adjourned at 6:53 pm**

  
\_\_\_\_\_  
Michael Carter, Mayor

Attest:

  
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Crystal Chapa, City Secretary

