

1. AGENDA FOR APRIL 14, 2020

Documents:

[A-04-14-2020-SPECIAL MEETING.PDF](#)

2. BINDER FOR APRIL 14, 2020

Documents:

[BINDER04-14-2020.PDF](#)

John F. Cowen, Jr., Commissioner At-large "A"  
Nurith Galonsky Pizana, Commissioner District 1  
Joel Munguia, Commissioner District 3

Rose M.Z. Gowen, M.D., Commissioner At-large "B"  
Jessica Tetreau, Commissioner District 2  
Ben R. Neece, Commissioner District 4

Juan "Trey" Mendez III, Mayor

## NOTICE OF A SPECIAL MEETING OF THE CITY COMMISSION OF THE CITY OF BROWNSVILLE

### TELECONFERENCE OPEN MEETING

Pursuant to Chapter 551, Title 5, Section 551.041, of the Texas Government Code, the Texas Open Act, notice is hereby given that the City Commission of the City of Brownsville will conduct a Special Meeting on Tuesday, April 14, 2020, at 5:00 P.M. **via Webex Teleconference Meeting by logging on at:**

<https://brownsville.webex.com/brownsville/j.php?MTID=mc60aef3e0acc097b8e89d0e710489144>

Meeting Number: 269 204 998

This Notice and Meeting Agenda, are posted online at: <http://www.cob.us/AgendaCenter>

The members of the public wishing to participate in the meeting hosted through Webex Teleconference at the following numbers:

Or you can join by phone:  
+1-408-418-9388 United States Toll  
Access code: 269 204 998  
Password: commission

Members of the public who submitted a "Public Comment Form" will be permitted to offer public comments as provided by the agenda and as permitted by the presiding officer during the meeting.

A recording of the meeting will be made and will be available to the public in accordance with the Open Meetings Act.

### CALL TO ORDER

- a) Roll Call

### PUBLIC COMMENT PERIOD

- **Non-Agenda Items:** Kindly submit a "Public Comment Form" stating the City business or City policy you wish to speak to before the start of the scheduled meeting time with the City Secretary. Forms are not reserved for anyone nor may time be deferred to anyone. PowerPoint presentations may not be accommodated. This period is limited to five (5) speakers with a time limit of three (3) minutes per speaker.
- **Agenda Items:** Kindly submit a "Public Comment Form" stating which item(s) on the agenda you wish to speak to before the start of the scheduled meeting time with the City Secretary. Speakers will be allowed to address the Commission on the agenda item before it is to be considered. The speaker is limited to three (3) minutes.
- **Time Limits:** The City Commission shall have the discretion to modify its regulations regarding time limits on public comment if necessary. For example, the time limit may be shortened to accommodate a lengthy agenda or it could be lengthened to allow additional time for discussion on a complicated matter or if there is a need for an interpreter.

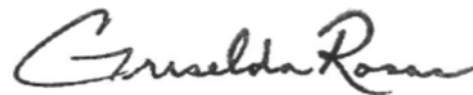
1. Discussion regarding the City of Brownsville response to the urgent public necessity concerning COVID-19, otherwise known as Coronavirus, including but not limited to:
  - a. Continuity Plan Update: City staffing, facilities and services, including actions and continuity of such operations;
  - b. Financial Update: Emergency Procurement; and
  - c. Drive-thru collections/testing site update
2. Consideration and **ACTION** on **Resolution Number 2020-033**, authorizing the City Manager for the City of Brownsville to modify and update the Voluntary Sick Leave Pool and Bank Policy and the Negative Sick Leave Bank Policy pursuant to the creation of these policies by the City Commission. (Organizational Development & Human Resources Department)

## ADJOURNMENT

**NOTE:** The City of Brownsville does not discriminate on the basis of disability in the admission of, access to, treatment of, or employment in its programs, activities, or public meetings. Any individual with a disability in need of an accommodation is encouraged to contact the ADA Coordinator at 956/548-6037 (voice or Relay TX) by Monday, no later than 5:00 P.M., to make proper arrangements.

By: Juan "Trey" Mendez III  
Mayor of the City of Brownsville

I certify that the above notice of the Special Meeting was posted on the Bulletin Area at City Hall – Old Federal Building, on April 10, 2020. I further certify that the Agenda was posted on the City's website and can be downloaded by accessing: <http://www.cob.us/AgendaCenter>



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Griselda Rosas, Interim City Secretary

John F. Cowen, Jr., Commissioner At-large "A"  
Nurith Galonsky Pizana, Commissioner District 1  
Joel Munguia, Commissioner District 3

Rose M.Z. Gowen, M.D., Commissioner At-large "B"  
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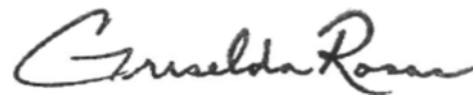
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By: Juan "Trey" Mendez III  
Mayor of the City of Brownsville

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Griselda Rosas, Interim City Secretary



**TO:**  
**FROM:** Noel Bernal, City Manager  
**SUBJECT:**  
**DATE:** 4/9/2020  
**THROUGH:**

AGENDA ITEM      COMMISSION MEETING DATE 04/14/20

Executive Session (City Attorney Only)	Presentation	Agenda	Ordinance
Time Needed:  Action Item:	Time Needed:	<input type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant  <input type="checkbox"/> Action <input type="checkbox"/> Consent	<input type="checkbox"/> First Reading  <input type="checkbox"/> Second Reading

**Information:** Please include additional information/request.

1. Discussion regarding the City of Brownsville response to the urgent public necessity concerning COVID-19, otherwise known as Coronavirus, including but not limited to:
- a. Continuity Plan Update: City staffing, facilities and services, including actions and continuity of such operations;
  - b. Financial Update: Emergency Procurement; and
  - c. Drive-thru collections/testing site update

**Reviewing Departments:** Please review and forward to the next reviewing department in a timely manner.

<b>City Attorney</b>	<b>Date Reviewed:</b>	<b>By:</b>
Comments:		
<b>Finance Department</b>	<b>Date Reviewed:</b>	<b>By:</b>
Comments:		

City Commission	Assistant City Manager	Deputy City Manager
Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No	Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No	Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No
Date:	Initials:                      Date:	Initials:                      Date:

**City Manager's Approval**

<b>Signature:</b>	<b>Date:</b>
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**TO:** Noel Bernal, City Manager  
**FROM:** Perla Cepeda, OD & HR Director  
**SUBJECT:** Sick Leave Pool and Negative Accrual Bank  
**DATE:** 4/9/2020  
**THROUGH:**

AGENDA ITEM      COMMISSION MEETING DATE 04/14/20

Executive Session (City Attorney Only)	Presentation	Agenda	Ordinance
Time Needed:	Time Needed:	<input type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input checked="" type="checkbox"/> Action <input type="checkbox"/> Consent	<input type="checkbox"/> First Reading <input type="checkbox"/> Second Reading
Action Item:			

**Information:** Please include additional information/request.

Consideration and Action on Resolution 2020-033 authorizing the City Manager for the City of Brownsville to modify and update the Voluntary Sick Leave Pool and Bank Policy and the Negative Sick Leave Bank Policy pursuant to the creation of these policies by the City Commission.

**Reviewing Departments:** Please review and forward to the next reviewing department in a timely manner.

<b>City Attorney</b>	<b>Date Reviewed:</b>	<b>By:</b>
Comments:		
<b>Finance Department</b>	<b>Date Reviewed:</b>	<b>By:</b>
Comments:		

City Commission	Assistant City Manager	Deputy City Manager
Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No	Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No	Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No
Date:	Initials:                      Date:	Initials:                      Date:

**City Manager's Approval**

**Signature:** Noel Bernal      Digitally signed by Noel Bernal  
Date: 2020.04.09 18:07:55 -05'00'      **Date:**



To: Mayor and City Commission

Through: Noel Bernal, City Manager

From: Perla Cepeda, Organizational Development & Human Resources Director

Date: April 9, 2020

Subject: Resolution 2020-033

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**Summary:**

The City of Brownsville has identified a necessity to modify sections of the City of Brownsville Personnel Policies Manual during the current COVID-19 pandemic crisis. Two directives were created to adjust and provide sick leave for employees whom may not otherwise qualify for necessary leave. The purpose to do so will serve and provide extended sick leave relief for employees directly affected by COVID-19. Approval of the resolution will afford employees the opportunity to recuperate through paid leave while ensuring their safety and avoiding a probability of spreading the virus. Additionally, this will serve a public purpose to ensure operations remain efficient without compromising the welfare and health of the community or employees.

**Resolution:**

Organizational Development and Human Resources is requesting approval of Resolution 2020-033 to authorize the City Manager to modify and update the Voluntary Sick Leave Pool Bank Donation Program and Negative Sick Leave Bank.