

**EMERGENCY MEETING  
CITY COUNCIL of  
CITY OF DILLEY, TEXAS  
APRIL 8, 2020 AT 6:30PM**

**COUNCIL PRESENT: MAYOR MARY ANN OBREGON, MAYOR PRO-TEM EVERARDO CASTILLO, JR. COUNCIL MEMBER PLACE 1 ALEXANDRIA INOCENCIO, COUNCIL MEMBER PLACE 2 JOANNE RODRIGUEZ, COUNCIL MEMBER PLACE 3 ALICIA MACHADO, COUNCIL MEMBER PLACE 5 JOE GARCIA**

**COUNCIL ABSENT: NONE**

**STAFF PRESENT: CITY ADMINISTRATOR JUAN F. ESTRADA, CITY SECRETARY JUANITA G. FONSECA, CITY ATTORNEY MOLLY SOLIS VIA PHONE, PW DIRECTOR JIMMY ORANDAY VIA PHONE, INTERIM POLICE CHIEF ANTHONY ZERTUCHE, HUMAN RESOURCE MANAGER RAQUEL YANEZ**

**CITIZENS PRESENT: CHRIS EGUIA**

- 1. CALL MEETING TO ORDER**  
**Meeting was called to order @ 6:35PM**

**PLEDGE OF ALLEGIANCE**  
**Pledge of Allegiance was recited**

- 2. ROLL CALL**  
**All council present**

- 3. CITIZENS TO BE HEARD**  
**THIS IS THE OPPORTUNITY FOR CITIZENS, VISITORS AND GUESTS TO ADDRESS THE CITY COUNCIL ON ANY ISSUE OR ANY ITEM OF THE AGENDA, IN COMPLIANCE WITH LGC SECTION 551.007. CITY COUNCIL MAY NOT DISCUSS ANY PRESENTED ISSUE, NOR MAY ANY ACTION BE TAKEN ON ANY ISSUE AT THIS TIME. CITIZENS TO BE HEARD ARE LIMITED TO THREE (3) MINUTES EACH. (ATTORNEY GENERAL OPINION – JC-0169) COMMENTS WILL BE READ INTO THE RECORD BY THE CITY SECRETARY.**  
**City Secretary read out loud a citizen comment by Anna Aranda, inquiring whether the community would be able to celebrate Easter Sunday.**

- 4. CONSIDER AND ACT ON THE CITY OF DILLEY, TEXAS FIFTH AMENDMENT OF DECLARATION OF LOCAL STATE OF DISASTER DUE TO PUBLIC HEALTH EMERGENCY (STAY HOME-WORK SAFE MEASURES).**  
**The updated declaration sections were read by mayor & council. City attorney Molly Solis elaborated on section 19 of the declaration. She informed council that declaration was in line with governor's order to minimize the risk. City Secretary Juanita Fonseca asked**

Mayor to elaborate on the section covering gatherings and how it would affect Easter due to the numerous calls' city hall was receiving. Council elaborated that gatherings were no longer 10 or less gatherings referred to people in the household only. Interim Chief Zertuche was called in to reiterate the section regarding gatherings and to advise the citizens watching via facebook live that the Police Department was going to be enforcing the declaration and citations would be issued to those violating the declaration. City Administrator Juan Estrada informed council that this declaration did give the Police Department the authority to check ID if police were dispatched to a residence or if they noticed numerous vehicles at one residence. Council agreed they would like to see the word investigating in the declaration in this section so that there wouldn't be any issues if police did random checks at residence because declaration only called for a unit to be dispatched. The declaration also enforced wearing facemask or some sort of covering over the mouth and nose at all times when in public places.

Motion made by Council Member Place 2 Joanne Rodriguez to approve & implement the City of Dille, Texas Fifth Amendment of Declaration of Local State of Disaster Due to Public Health Emergency (Stay Home-Work Safe Measures, motion amended by Council Member Place 2 Joanne Rodriguez to include the word Investigation under section 7 of the declaration

Motion seconded by Council Member Place 1 Alexandria Inocencio

In favor of Motion Council Member Place 2 Joanne Rodriguez, Council Member Place 1 Alexandria Inocencio, Council Member Place 5 Joe Garcia

Motion opposed by Mayor Pro-tem Everardo Castillo, Jr & Council Member Place 3 Alicia Machado

Motion carries 3-2

5. **Consider and act on approval of A RESOLUTION BY THE CITY OF DILLEY, TEXAS, AUTHORIZING THE CITY'S PARTICIPATION IN THE FRIO COUNTY REGIONAL MUTUAL AID AGREEMENT AND DESIGNATING THE CITY ADMINISTRATOR TO SERVE AS THE CITY'S CHIEF REPRESENTATIVE IN ALL MATTERS PERTAINING TO THE CITY'S PARTICIPATION IN THIS AGREEMENT.**

City Administrator Juan Estrada informed council that he placed item on the agenda so that both entities would be allowed to share resources in the event of an emergency. He further stated that currently entities were already working together but this would allow for any type of natural disaster or catastrophe for entities to share resources. Mayor Obregon read the resolution. Molly further informed council that the Mayor would have the discretion to appoint someone of her choice to fill in her place in the event she was unable to attend or make those decisions.

Motion made by Council Member Place 1 Alicia Machado to approve Resolution No. 20-04-08 as presented

Motion seconded by Council Member Place 2 Joanne Rodriguez

All in favor

Motion carries unanimously

6. **CONSIDER AND ACT ON APPROVAL OF TEMPORARY TELECOMMUTING POLICY, SHORT TERM TELECOMMUTING AGREEMENT, AND MEMORANDUM ON TELECOMMUTING**

**GUIDELINES TO COMPLY WITH THE GOVERNOR'S EXECUTIVE ORDER GA-14 DUE TO THE DECLARATION OF PUBLIC HEALTH EMERGENCY DUE TO THE COVID-19 PANDEMIC.**

City Administrator informed council that at the last meeting it was requested that he provide working schedules for employees to work remotely for council to review, and to further identify what employees were essential and what employees were not. He informed council that HR Manager Raquel Yanez was available to present the schedules to council. Council Member Place 1 Alexandria Inocencio questioned Mr. Estrada if the council had requested the plan? Mayor Pro-tem Everardo Castillo, Jr. stated that the last time it was agreed that it was not approved for employees to work from home. Mr. Estrada stated that he thought it was because there was no plan and more information was need so that is what was being proposed. Mr. Castillo stated that his motion was not to approve what was presented and it got seconded and it was passed. He then questioned council if they wanted to hear the presentation. Council Member Place 1 Alexandria Inocencio asked if the item was about policy that needed to be looked at or what was being presented. HR Manager Raquel Yanez stated that the policies were for the work from home presentation and they were being proposed for two weeks at a time. She further stated that she had met with City Administrator and recommended that administrator work on a week to week basis to see if the needs of the public were being met. She further stated that public works needed to be on a skeleton crew so that there was no service interruption in the field. Council Member Place 5 Joe Garcia questioned what other cities were doing the skeleton Crew. Mrs. Yanez replied Hondo, Uvalde & Cotulla was working because they were in a new building. Mr. Garcia questioned the population of Uvalde and Hondo. Mrs. Yanez was unaware of the population. He further questioned if all staff was aware of the safety procedures and she stated yes. Mrs. Yanez further elaborated on Carrizo Springs work plan. She stated that they had several teams and they alternated daily. Mrs. Yanez informed council that employees had duties and could work from home it was not a vacation. Each employee had certain days that they must come in to finalize duties. She stated those were the policies and schedules of the essential vs. non-essential employees it was up to council to approve or disapprove. Council Member Place 2 Joanne Rodriguez questioned what departments were essential and which were not. Mrs. Yanez asked them to refer to the second page. Essential included Public Works, Police Department, Custodian & the Utility Clerk. Non-Essential City admin, City Sec, Finance, Municipal Judge, Library, Police Secretary, Judge Secretary & Human Resources. Council Member Place 1 Alexandria Inocencio questioned that even though these positions were listed as non-essential they still had to come in to do work. Mrs. Yanez replied yes but it is in efforts to minimize the risk, staff would communicate with each other so that not all would be at the office at the same time. Mr. Estrada further stated that the plan was to communicate so that we all wouldn't been in the building at the same time. HR also informed council that employees had to document their time. Council Member Place 5 Joe Garcia questioned how Public Works would take their work home. Mr. Estrada added that the system used to work from home would be encrypted and safe. Mrs. Inocencio questioned why City Admin was the only position listed to stay home all five days. Mr. Estrada replied that he would be overseeing all operations like he does on a

daily basis but would be home as much as possible, would only come in as needed. He stated that currently he works all day in office then goes home and receives calls after hours so he would continue to do the same to minimize the risk and be safe. Council Member Place 3 Alicia Machado stated that she saw where he was coming from but was that fair to the employees. She further stated that she understands that it was for safety but if he wasn't at work and he wasn't essential than what good does that do for us here. Mr. Estrada stated that as he had stated all duties were looked at and some positions required that they come in to fulfill certain duties but his did not require he come in he could do it from home with a laptop. He stated that he works after hours and weekends and he would continue to do so. He further stated that admin was trying to follow the recommendation of CDC to minimize the risk and that recommendation was to stay at home if all possible.

Motion made by Council Member Place 5 Joe Garcia to table item 6

Motions seconded by Council Member Place 3 Alicia Machado

In favor of Motion Council Member Place 5 Joe Garcia, Council Member Place 3 Alicia Machado, Council Member Place 2 Joanne Rodriguez

Motion opposed by Council Member Place 1 Alexandria Inocencio & Mayor Pro-tem Everardo Castillo, Jr.

Motion carries 3-2

7. **CONSIDER AND ACT ON TERMINATION OF GENERAL CLERK TEMPORARY POSITION BASED ON THE CLOSURE OF THE CITY LOBBY DUE TO THE DECLARATION OF LOCAL DISASTER DUE TO PUBLIC HEALTH EMERGENCY.**

Motion made by Council Member Place 1 Alexandria Inocencio to take item into executive session under section 551.074 Personnel Matters

Motion seconded by Mayor Pro-tem Everardo Castillo, Jr.

All in favor

Motion carries unanimously

Item closed to executive session @ 7:41P.M.

Reconvene in opens session @ 8:20P.M.

Motion made by Mayor Pro-tem Everardo Castillo, Jr. to terminate/layoff the General Clerk Temporary Position due to the closure of the lobby & the declaration of Local State of Disaster due to the COVID-19 virus, Temp Clerk would be approved for unemployment

Motion seconded by Council Member Place 2 Joanne Rodriguez

All in favor

Motion carries unanimously

8. **Adjournment**

Motion made by Council Member Place 5 Joe Garcia to adjourn meeting

Motion seconded by Mayor Pro-tem Everardo Castillo, Jr.

All in favor

Motion carries

  
Mayor

  
City Secretary