REGULAR MEETING
TOLL BRIDGE BOARD
HELD ON NOVEMBER 15, 2017, AT 12:00 P.M.
CITY HALL, 118 S. CAGE BLVD., 2ND FLOOR, PHARR, TEXAS

On the 15th day of November 2017, the Toll Bridge Board met in a regular Bridge Board Meeting. Following is the record of attendance.

MEMBERS PRESENT: Edgar Delgadillo, Chairman
Prajeres Gutierrez, Secretary
Artemio Palacios, Member
Tony Martinez, Member

MEMBER ABSENT: Larry Hernandez, Vice-Chairman

EX-OFFICIO MEMBER PRESENT: None

EX–OFFICIO MEMBER ABSENT: Mayor Ambrosio Hernandez
Mayor Pro-Tem Bobby Carrillo

STAFF PRESENT: Luis Bazan, Bridge Director
Fred Brouwen, Director of Operations
Vanessa Guzman, Administrative Assistant
Cleo Salinas, Administrative Assistant
Freddy Flores, Trade Liaison

OTHER PRESENT: Ed Wylie, Asst. City Manager
John Rigney, City Attorney
Karla Moya, Finance Director
Omar Anzalduas, City Engineering
Javier Cantu, CBP
Donna Sifford, CBP
Sylvia Briones, CBP
Dante Galeazzi, TIPA
Hollis Rutledge, Governmental Affairs
Marcos Olivares, CAPUE Director
Ezequiel Ordonez, Bridge Liaison
Rigo Eugia, Pharr International Services
Sgt. Sanchez, Bridge PD

There being a quorum established Chairman Edgar Delgadillo called the meeting to order. Following is the agenda:

1. Roll Call-Excuse absent members

2. Pledge of Allegiance/Invocation

3. Public Comments

4. Consideration and action on approval of minutes-October 18, 2017

5. Discussion and action, if any, on Advertising with Hora Cero for $1,300 per month (40 issue; 4 per month).

6. Discussion and action, if any, on Advertising with Mexico Industry for $685 per issue (30 issue; 1Industrial Map for $4,000).

7. Discussion and action, if any, on Advertising with Inbound Logistics for $4,500 per month (16 issue; 10 full page ads in English & 6 full page ads in Spanish; 3 Supply Chain Leaders Meeting for $2,500).

8. Discussion and action, if any, on Advertising with The Advance News Journal for $820 per month.

9. Discussion and action, if any, on 2018 National Customer Brokers & Forwarders Association of America Membership for $806.09.

10. Crossings and revenues comparison for October 2017.

11. Expenditures report for October 2017.

12. Project engineer report.

13. Director's Administrative Report.

14. Consideration and action, if any, authorizing City Manager to amend the contract with Halff Associates, Inc. for the FY16 Donations Acceptance Program (DAP)-Pharr LPOE Cargo Inspection Dock & Cold Inspection Facility Expansion and Agriculture Lab & Training Center Facility Project.

15. Discussion and action, if any, on Modernization of the Current Cold Inspection Facility at the Pharr Import Lot.

16. **EXECUTIVE SESSION**

17. **RECONVENE**

18. Adjournment

A. CALL TO ORDER:

ITEM “1”: ROLL CALL-EXCUSE ABSENT MEMBERS

Chairman Delgadillo called the meeting to order. All members were present during roll call except Vice-Chairman Hernandez who was. Member Palacios made a motion to excuse Vice-Chairman Hernandez for being absent. Member Martinez seconded the motion and was then carried on unanimously. Chairman Delgadillo moved to the next item.

ITEM “2”: PLEDGE OF ALLEGIANCE/INVOCATIONS

Chairman Delgadillo introduced the item. Mr. Luis Bazan, Bridge Director led them in the Pledge of Allegiance and in prayer. Chairman Delgadillo moved to the next item.

B. PUBLIC COMMENTS: ***(The City of Pharr has called this meeting as allowed pursuant to Texas law, city charter, and Ordinance O-2015-28. The governing body may recess from day to day when it does not complete consideration of a particularly long subject as authorized by law. All persons desiring to address the governing body must register with the presiding clerk prior to the scheduled meeting)***

ITEM “3”: PUBLIC COMMENTS

Chairman Delgadillo introduced the next item and stated there was no one registered for public comments. Chairman Delgadillo moved to the next item.

C. CONSENT AGENDA: ***(All items listed under consent Agenda are considered to be routine and non-controversial by the Governing body and will be enacted by one motion. Any Board Member may remove items from the consent agenda by making such request prior to a motion and vote on the Consent Agenda)***

ITEM “4”: CONSIDERATION AND ACTION ON APPROVAL OF MINUTES- OCTOBER 18, 2017

ITEM “5”: DISCUSSION AND ACTION, IF ANY, ON ADVERTISING WITH HORA CERO FOR $1,300 PER MONTH (40 ISSUES; 4 PER MONTH).

ITEM “6”: DISCUSSION AND ACTION, IF ANY, ON ADVERTISING WITH MEXICO INDUSTRY FOR $685 PER ISSUE (30 ISSUES; 1 INDUSTRIAL MAP FOR $4,000).

ITEM “7”: DISCUSSION AND ACTION, IF ANY, ON ADVERTISING WITH INBOUND LOGISTICS FOR $4,500 PER MONTH (16 ISSUES; 10 FULL PAGE ADS IN ENGLISH & 6 FULL PAGE ADS IN SPANISH; 3 SUPPLY CHAIN LEADERS MEETING FOR $2,500).

ITEM "8": DISCUSSION AND ACTION, IF ANY, ON ADVERTISING WITH THE ADVANCE NEWS JOUNRAL FOR $820 PER MONTH.

ITEM "9": DISCUSSION AND ACTION, IF ANY, ON 2018 NATIONAL CUSTOM BROKERS & FOWARDER ASSOCIATION OF AMERICA MEMBERSHIP FOR $806.09.

Chairman Delgadillo introduced the next item. Some discussions then took place regarding the advertising. Secretary Gutierrez made a motion to approve the Consent Agenda as presented. Member Martinez seconded the motion and was then carried on unanimously. Chairman Delgadillo moved to the next item.

D. DIRECTOR'S ADMINISTRATIVE REPORT: ***(Director's Administrative Reports and discussion, if any, with Bridge Board. The Director may also assign a designated spokesperson for any particular listed topic)***

ITEM "10": CROSSING AND REVENUES COMPARISON FOR OCTOBER 2017

Chairman Delgadillo introduced the next item. Mr. Brouwen, Director of Operations stated that for the month of October total crossings were 112,972, which shows an decrease of -3,477 vehicles or -2.99% compared to last year. Mr. Brouwen stated that total crossing for cars were 63,084 cars, which shows a decrease of (-7,666) cars or (-10.84%). Mr. Brouwen then showed a car crossing compassion from other bridges across the board. Mr. Brouwen reported that total truck crossings for the month of October were 49,888, which shows an increase of 4,189 trucks or 9.17% increase in trucks. Mr. Brouwen then showed a truck crossing compassion from other bridges across the board. Mr. Brouwen reported that northbound crossings for the month of October were 53,564, which shows an increase of 5,008 trucks and out of those 37,000 were full trucks, 16,562 were empties and Ag trucks had a total of 13,292 which represents a 25% of all imports from Mexico to the U.S. Mr. Brouwen stated that total revenue collected for the month of October were $1,151,213, which shows an increase of $23,947 or 2.12% in revenues. Several discussions then took place regarding Ag truck crossings. Chairman Delgadillo moved to the next item.

ITEM "11": EXPENDITURES REPORT FOR OCTOBER 2017

Chairman Delgadillo introduced the next item. Mr. Luis Bazan, Bridge Director stated that they have Mrs. Karla Moya, Finance Director was there if they have any questions on the financial report and that it is the start of a brand new fiscal year first month so there isn't going to be anything significant as they can see and that is why they are bringing the advertising to them now cause they always get started about a month into the fiscal year. Some discussions then took place regarding the budget. Chairman Delgadillo moved to the next item.

ITEM "12": PROJECT ENGINEER REPORT

Chairman Delgadillo introduced the next item. Mr. Luis Bazan, Bridge Director stated that they have Mr. Omar Anzaldua, City Engineer there if they have any questions. Mr. Omar Anzaldua, City Engineer stated that he would be giving an update on three projects, the first one is the bridge building renovations and expansion, that one is at 90% complete as far as the design so they anticipate going out for bids next month in December and starting construction probably the first quarter of next year January, and start construction on that project and he believes that it is a six month project so by June it should be complete. He added that the next project is the FY15, the northbound lane expansion and the second BSIF exit connector, they recently submitted a 30% set of plans to GSA and CBP, they got their comments back and they had a meeting last week to go over all of their comments. He added that the plan is that by December they should be at 60% and there will be another submittal to GSA and CBP for the 60% review and the timeline on that is to complete the design in April and then GSA will have to go through another review TX-DOT, and the let date for that is August of 2018 because that one requires a little bit more process with GSA on the FY15. He stated that on the FY16 they have an item on the agenda today for the actual design of the project, the consultant Halff finished the conceptual design and everyone is agreeing with the conceptual design, GSA and CBP as far as the orientation of the docks and what nots, so now they need to proceed with the final design to put out the bids and the planes so that is what they have on the agenda for today to authorize to negotiate a contract for the design of the actual project. He stated that that is the status that he has currently on the three projects. Several discussions then took place regarding the projects and the projects on the Mexican side. Chairman Delgadillo moved to the next item.

ITEM "13": DIRECTORS ADMINISTRATIVE REPORT

Chairman Delgadillo introduced the next item. Mr. Luis Bazan, Bridge Director stated that the only thing he has for them today and they have been talking about it for the past couple of months and they have been wanting to do something and last year they did a customer appreciation luncheon and had it at the Tierra del Sol and right now Tierra del Sol is under construction or being modernized so they are planning on having it at the bridge a little panchangita with cabrito and some drinks of that nature for our customers and they will be inviting the mayor and commissioners, they'll be inviting our federal friends CBP, they'll be inviting all the department heads and their respected staff but more than anything it is for our customers as an appreciation. He added that this is an appreciation so they are having in between Thanksgiving and Christmas and at the same rate they wanted to do something nice for them and have live music things of that nature so that is going to be taking place on Friday, December 8th from 6:00 in the afternoon to 10:00 at night and it's going to be taking place there at the bridge. Some discussions then took place regarding the events that the bridge does. Chairman Delgadillo moved to the next item.

E. ADMINISTRATIVE:

ITEM "14": DISCUSSION AND ACTION, IF ANY, ON AUTHORIZING CITY

MANAGER TO AMEND THE CONTRACT WITH HALFF ASSOCIATES, INC. FOR THE FY16 DONATIONS ACCEPTANCE PROGRAM (DAP) PHARR LPOE CARGO INSPECTION DOCK & COLD INSPECTION FACILITY EXPANSION AND AGRICULTURE LAB & TRAINING CENTER FACILITY PROJECT.

Chairman Delgadillo introduced the next item. Secretary Gutierrez made a motion to approve the authorization for the City Manager to amend the contract with Halff Associates. Member Martinez seconded the motion and was then carried on unanimously. Chairman Delgadillo moved to the next item.

ITEM "15": DISCUSSION AND ACTION, IF ANY, ON MODERNIZATION OF THE CURRENT COLD INSPECTION FACILITY AT THE PHARR IMPORT LOT.

Chairman Delgadillo introduced the next item and stated that they would take this item in to executive session.

F. EXECUTIVE SESSION: In accordance with Chapter 551 of the Texas Gov't. Code, the International Toll Bridge Board hereby gives notice that it may meet in Executive session to discuss and deliberate any items listed on the public portion of the meeting agenda including items C-E.

Chairman Delgadillo stated the time being 12:27 p.m., the Bridge Board would be going in to executive session in accordance with Chapter 551 of the Texas Govt.

G. RECONVENE: into regular session, and consider action, if any, on item(s) discussed in executive session.

Chairman Delgadillo reconvened the meeting to regular session and introduced Item 15. Member Martinez made a motion to authorize an inspection for modernization. Secretary Gutierrez seconded the motion and was then carried on unanimously. Chairman Delgadillo moved to the next item.

H. ADJOURNMENT:

ITEM "16": ADJOURNMENT

Chairman Delgadillo introduced the next item. Member Palacios made a motion to adjourn the meeting. Secretary Gutierrez seconded the motion and was then carried on unanimously.

APPROVED AS SUBMITTED:

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EDGAR DELGADILLO, CHAIRMAN

ATTEST:

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PRAJERES GUTIERREZ, SECRETARY

STATE OF TEXAS §
COUNTY OF HIDALGO §
CITY OF PHARR §

ON THE 15th DAY OF NOVEMBER 2017, the Toll Bridge Board convened in a Regular Meeting at the Pharr International Bridge, the meeting being open to the public and notice of said meeting, giving the date, place and subject thereof, having been posted to the public and notice of said meeting, given in accordance to Chapter 551, of the Texas Government Code, (Open Meetings Act) and their being present a quorum, **I, VANESSA GUZMAN, BRIDGE ADMINISTRATIVE ASSISTANT**, of the City of Pharr, Texas, certify that this is a true and correct copy of the minutes.

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VANESSA GUZMAN, BRIDGE
ADMINISTRATIVE ASSISTANT

DATE APPROVED: ______________________
Word/C:BoardMeetings/BoardMtgMinutes11-15-17