



**TAKE NOTICE THAT A REGULAR MEETING
OF THE BOARD OF COMMISSIONERS
OF THE CITY OF PHARR, TEXAS
WILL BE HELD AT CITY HALL, COMMISSIONERS' ROOM,
118 S. CAGE BLVD., 2ND FLOOR, PHARR, TEXAS
COMMENCING AT 4:00 PM ON
MONDAY, FEBRUARY 19, 2018**

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 city clerk prior to the scheduled meeting.

1. CALL TO ORDER:

A) Roll call and possible action on the excusing of any absent member of the governing body.

B) Pledge of Allegiance/Invocation

2. PUBLIC COMMENTS/PUBLIC HEARINGS:

A) PUBLIC COMMENTS: *(Ordinance No. O-2015-28) A registered speaker may speak on several items or topics of public concern; however, a speaker may not exceed three (3) minutes as a whole when addressing the board. A registered speaker may not donate time to another speaker. No more than five (5) registered persons may speak at a scheduled meeting. A sign-in form must be filled out prior to the meeting to allow the registered speaker to address the governing body.*

B) PUBLIC HEARING ON DEVELOPMENT SERVICES CASES: *(Ordinance No. O-2015-28). A registered speaker during the public hearing may not exceed three (3) minutes when addressing the board. A sign-in form for participation in public a hearing shall be promulgated by the city clerk and be made available at the city clerk's office. The public hearing sign-in form shall include the person or entity's name, address, telephone number, other contact information, organization if applicable, and other notices, authorizations, and acknowledgements as may be allowed by law from time to time. No registered speaker may be allowed to address the governing body once the public hearing has closed.*

3. CITY MANAGER'S REPORTS: *(City Manager's Administrative Reports and discussion, if any, with governing body. The City Manager may also assign a*

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designated spokesperson for any particular listed topic)

- A) Submission of February 2018 Sales Tax Report. (FINANCE)
- B) Submission of January 2018 Tax Collection Report. (FINANCE)
- C) Financial Quarterly Report for December 31, 2017. (FINANCE)
- D) City Events of Interest. (ADMINISTRATION)

4. 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 Commissioner may remove items from the consent agenda by making such request prior to a motion and vote on the Consent Agenda)*

- A) Approval of Minutes for February 5, 2018 Regular Called Meeting. (ADMINISTRATION)
- B) Consideration and action if any, on Resolution authorizing the Pharr Police Department to apply for the 2019 Local Border Security Program (LBSP) Grant # 2991404. (POLICE)
- C) Consideration and action, if any, on Resolution authorizing the Pharr Police Department to apply for the Domestic Violence Coordinator Project Grant # 2299408. (POLICE)
- D) Consideration and action if any, on Resolution authorizing the Pharr Police Department to apply for the Crime Victims Liaison Project Grant # 2987303. (POLICE)
- E) Consideration and action if any, on Resolution authorizing the Pharr Police Department to apply for the Human Trafficking Liaison Project Grant # 2430508. (POLICE)
- F) Consideration and action, if any, on Resolution authorizing the Pharr Fire Department to apply for the Office of the Governor-Homeland Security Grants Division 2018 State Homeland Security Program (SHSP) # 3628401. (FIRE)

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G) Consideration and action if any, on Resolution authorizing the Pharr Police Department to apply for the 2019 Justice Assistance Grant # 3558701. (POLICE)

H) Consideration and action, if any, on Resolution entering into an agreement with Texas Department of Transportation for closure of US 281 from Old Business 83 to Kelly Ave. for the Annual Hub Phest on Saturday, April 7, 2018 from 12:00 a.m. to Sunday April 8, 2018 6:00 a.m. (PUBLIC WORKS)

I) Consideration and action, if any, authorizing City Manager to rescind Amendment No. 1 & 2 to the contract with S&GE, LLC for Professional Engineering Services for the Water Transmission Mains Project and reissue a Revised Amendment No. 1 (ENGINEERING)

J) Consideration and action, if any, authorizing City Manager to amend the contract with TEDSI Infrastructure Group Inc. for Professional Engineering Services for the Development of Plan for the Second BSIF Exit from the Pharr International Bridge Port of Entry (POE) to the Border Safety Inspection Facility (BSIF) Project. (ENGINEERING)

K) Consideration and action, if any, on sponsorship in the amount of \$5,000 for HOPE Family Health Center Jazz, Art and Wine Festival Dinner on Friday, March 23, 2018. (ADMINISTRATION)

L) Consideration and action if any, on consent to allow the Department of Homeland Security to use the Pharr Police Department Mobile Command Unit. (POLICE)

M) Consideration and action, if any, on sponsorship in the amount of \$500 for the Hidalgo County Metropolitan Planning Organization 8th Annual Walk N Rolla on Saturday, April 21, 2018. (ADMINISTRATION)

N) Consideration and action, if any, authorizing City Manager to advertise for sealed bids for the replacement of HVAC systems at various city facilities. (PARKS)

O) Consideration and action, if any, on Development Services Cases:

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1. Red Tape II, Inc., d/b/a Stilettos Gentlemen's Club is requesting renewal of the Sexually Oriented Business License in a General Business District (C). The property is legally described as all of Lot 2, Albrad Subdivision Unit #3, Pharr, Hidalgo County, Texas. The property's physical address is 1050 North Sugar Road. **SOB# 001254 (TABLED)**
2. Shots Main Event, LLC, d/b/a Main Event Entertainment, is requesting renewal of the Conditional Use Permit and Late Hours Permit to allow the sale of alcoholic beverages for on-premise consumption in a General Business District (C). The property is legally described as being a 1.34 acre tract of land out of Lot 5, Block 6, A.J. McColl Subdivision, Pharr, Hidalgo County, Texas. The property's physical address is 500 North Jackson Road, Suite C. **CUP#140101**
3. Pizza Properties, Inc., d/b/a Peter Piper Pizza #63, is requesting renewal of the Conditional Use Permit to allow the sale of alcoholic beverages for on-premise consumption in a General Business District (C). The property is legally described as Lot 1, Pleasanton Subdivision, Pharr, Hidalgo County, Texas. The property's physical address is 1715 South Cage Boulevard. **CUP#060104**
4. Irasema Salinas has filed with the Planning and Zoning Commission a request for a change of zone from Single-Family Residential District (R-1) to Office Professional District (O-P). The subject site is located on the south side of West Hall Acres Road and east side of South Gardenia Street with the property's physical address as 2621 South Gardenia Street. The property is legally described as being all of Lot 45, Sing's Subdivision, Pharr, Hidalgo County, Texas. **COZ#180103**
5. Cadena and Sons, L.L.C. d/b/a Tejas Restaurant and Sports Bar, is requesting renewal of the Conditional Use Permit to allow the sale of alcoholic beverages for on-premise consumption in a General Business District (C). The property is legally described as Lot 11, Maco Industrial Park Subdivision, Pharr, Hidalgo County, Texas. The property's physical address is 1308 Maco Drive. **CUP#161261**

PLATS:

1. Melden & Hunt, Inc., representing Robert F. Boggus, Common Manager, is requesting final plat approval of the proposed Boggus Subdivision. The property is legally described as being a re-subdivision of 3.790 acres out of Lot 92, Kelly-Pharr Subdivision, Pharr, Hidalgo County, Texas. The property is located within the 5200 Block of North IH 69C. **SUB#170613**

REGULAR AGENDA - OPEN SESSION:

5. ORDINANCES AND RESOLUTIONS:

A) Consideration and action, if any on Ordinance amending Rental Ordinance No. O-2018-01 (Rental of City Facilities). **Adoption of first reading** (PARKS)

6. ADMINISTRATIVE:

A) Consideration and action, if any, on establishing The HUD Section 108 Loan Guarantee Program Deposit Account and The HUD Section 108 Loan Guarantee Loan Custodial Account both with Lone Star National Bank. (GMCD)

7. PURCHASING:

A) Consideration and action, if any, awarding multiple purchase contracts to various vendors for the Purchase of Thirty-one (31) 2018 Vehicles. Project #1718-60-583-P002-70. (PURCHASING)

B) Consideration and action, if any, rejecting all bids received for the purchase of ten (10) Police Packaged Vehicles. Project #1718-01-512-P003-70. (PURCHASING)

C) Consideration and action, if any, authorizing the Purchase of Ten (10) Police Vehicles utilizing the BuyBoard Contract #521-16. Project #1718-01-512-P006-001
(POLICE)

8. CONTRACTS/AGREEMENTS:

A) Consideration and action, if any, on agreement amendment between the City of Pharr and CivicPlus, Inc. for video streaming and video-on-demand services. (ADMINISTRATION)

B) Consideration and action, if any, on Memorandum of Agreement with Costal Bend Regional Advisory Council (CBRAC) / Hospital Preparedness Program (HPP) (EMERGENCY MANAGEMENT)

C) Consideration and action, if any, authorizing City Manager to negotiate and enter into a contract with R. Gutierrez Engineering Corporation for Professional Engineering Services for the West Las Milpas Road Reconstruction and Intersection Widening Project. (ENGINEERING)

D) Consideration and action, if any, on Project Mountain Top. (PEDC II)

9. CLOSED SESSION: *In accordance with Chapter 551 of the Texas Gov't. Code, the Pharr Board of Commissioners hereby gives notice that it may meet in a closed (non-public) executive session to discuss the items listed on the public portion of the meeting agenda.*

Pursuant to Section 551.071, the City may convene in a closed, non-public meeting with its attorney and discuss any matters related to **legal advice on pending or contemplated litigation, settlement offer, and/or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter.** The City and its attorney may also discuss such issues with the appropriate staff so as to obtain necessary and relevant information so that such discussion is informative and developed.

Pursuant to Section 551.072, the City may convene in a closed, non-public meeting to discuss any matters related to **real property and deliberate the purchase, exchange, lease, or value of real property as such would be detrimental to negotiations between the City and a third party in an open meeting.** The City and its attorney may also discuss such issues with the appropriate staff so as to obtain necessary and relevant information so that such discussion is informative and developed.

Pursuant to Section 551.074, the City may convene in a closed, non-public meeting to discuss any matters related to **appointment, employment, evaluation, reassignment, duties and discipline or dismissal of a public officer or employee and to hear any complaints or charges against an officer or employee.** The City and its attorney may also discuss such issues with the appropriate staff including members so as to obtain necessary and relevant information so that such discussion is informative and developed.

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Pursuant to Section 551.076, the City may convene in a closed, non-public meeting to discuss any matters on the **deployment, or specific occasions for implementation, of security personnel or devices**. The City and its attorney may also discuss such issues with the appropriate staff so as to obtain necessary and relevant information so that such discussion is informative and developed.

Pursuant to Section 551.084, the City may convene in a closed, non-public meeting to discuss any matters involving an **investigation and may exclude a witness from hearing during the examination of another witness in the investigation**. The City and its attorney may also discuss such issues with the appropriate staff so as to obtain necessary and relevant information so that such discussion is informative and developed.

Pursuant to Section 551.087, the City may convene in a closed, non-public meeting to discuss any matters regarding **economic development issues**. The City and its attorney may also discuss such issues with the appropriate staff so as to obtain necessary and relevant information so that such discussion is informative and developed.

10. RECONVENE: *into Regular Session, and consider action, if necessary on any items(s) discussed in closed session.*

11. ADJOURNMENT:

NOTICE OF ASSISTANCE AT THE PUBLIC MEETING

City Hall is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Clerk's Office at 956/402-4100 ext. 1003/1007 or FAX 956/702-5313 or E-mail hilda.pedraza@pharr-tx.gov or imelda.barrera@pharr-tx.gov for further information. Braille is not available.

I, the undersigned authority, do hereby certify that the above notice of said Regular Meeting of the City Commission of the City of Pharr was posted on the bulletin board at City Hall and on the City's web page at www.pharr-tx.gov. This Notice was posted on the 16th day of February, 2018 at 3:30 p.m. and will remain posted continuously for at least 72 hours preceding the scheduled time of said Meeting, in compliance with Chapter 551 of the Government Code, Vernon's Texas Codes, Annotated (Open Meetings Act).



WITNESS MY HAND AND SEAL, this 16th day of February, 2018.


HILDA PEDRAZA, TRMC, CMC
CITY CLERK

I certify that the attached notice and agenda of items to be considered by the City Commission was removed from the bulletin board of City Hall on the ____ day of _____, 20__ by,

Title: _____



AGENDA MEMORANDUM

BOARD: City Commission

AGENDA ITEM #: 2.A.

DATE SUBMITTED: February 7, 2018

MEETING DATE: February 19, 2018

FROM: Hilda Pedraza, City Clerk

DEPARTMENT: Administration

DIRECTOR:

Agenda Item: PUBLIC COMMENTS

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason:

Issue:

Financial Consideration:

Staff Recommendation:

Alternatives:

ROUTING:

Hilda Pedraza

Created/Initiated - 02/07/2018



AGENDA MEMORANDUM

BOARD: City Commission

AGENDA ITEM #: 2.B.

DATE SUBMITTED: February 7, 2018

MEETING DATE: February 19, 2018

FROM: Hilda Pedraza, City Clerk

DEPARTMENT: Administration

DIRECTOR:

Agenda Item: Public Hearing on Development Services Cases

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason:

Issue:

Financial Consideration:

Staff Recommendation:

Alternatives:

ROUTING:

Hilda Pedraza

Created/Initiated - 02/07/2018



AGENDA MEMORANDUM

BOARD: City Commission

AGENDA ITEM #: 3.A.

DATE SUBMITTED: February 12, 2018

MEETING DATE: February 19, 2018

FROM: Karla Moya, Finance Director

DEPARTMENT: Finance

DIRECTOR: Karla Moya

Agenda Item: Submission of February 2018 Sales Tax Report.

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason:

Issue: TRUE SALES TAX GROWTH

The sales tax activity for the city of Pharr as of the month of February 2018 (5th month of City's Fiscal Year but December's Sales Activity) has shown an OVERALL POSITIVE trend in the amount of \$448,744 from this point last year, or an INCREASE of 6.37%

RGV SALES TAX COMPARISON

City of Pharr shows an INCREASE of 9.08% compared to last February collections, the City ranked No. 2 this month compared to 9 other cities in the Valley in sales collections compared to last period.

GAAP BASIS

This is the 3rd month (Month of Actual Sales) of the fiscal year 2017/2018; to date we are UP 7.30% which equate to \$311,304 from this point of the fiscal year compared to last year.

Please feel free to contact me should the need arise, I am at extension 1907.

THANK YOU

Financial Consideration:

Staff Recommendation:

Alternatives:

ROUTING:

Karla Moya	Created/Initiated - 02/12/2018
Karla Moya	Approved - 02/12/2018
Patricia Rigney	Approved - 02/13/2018
City Management Office	Final Approval - 02/15/2018

City of Pharr
Sales Total Tax Analysis (2%) - Cash Basis

	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16*	FY 16/17	FY 17/18	Difference FY 17/18 - FY 16/17
MONTH								
OCT.	\$ 954,528	\$ 1,095,758	\$ 1,095,399	\$ 1,175,133	\$ 1,281,269	\$ 1,317,281	\$ 1,374,342	57,062
NOV.	1,025,682	1,009,747	1,064,491	1,272,920	1,367,611	1,457,436	1,537,813	80,377
DEC.	914,194	1,065,676	1,151,064	1,255,599	1,306,892	1,379,834	1,363,639	(16,195)
JAN.	929,064	1,065,003	1,166,651	1,231,604	1,224,656	1,317,066	1,502,050	184,984
FEB.	1,214,454	1,132,199	1,301,266	1,403,486	1,508,184	1,570,000	1,712,515	142,516
MAR.	959,178	1,014,839	1,090,660	1,244,493	1,250,428	1,300,217		
APR.	979,239	1,033,280	1,120,837	1,195,832	1,324,900	1,263,946		
MAY	1,250,746	1,207,076	1,332,207	1,457,421	1,625,843	1,644,947		
JUN.	1,098,232	1,075,570	1,239,819	1,424,397	1,429,149	1,384,312		
JUL.	1,142,386	1,087,853	1,239,026	1,314,960	1,336,426	1,402,878		
AUG.	1,226,816	1,203,458	1,284,104	1,433,708	1,609,004	1,538,105		
SEP.	1,131,188	1,034,174	1,183,373	1,356,249	1,330,463	1,368,050		
TOTAL	<u>\$ 12,825,707</u>	<u>\$ 13,024,633</u>	<u>\$ 14,268,899</u>	<u>\$ 15,765,800</u>	<u>\$ 16,594,826</u>	<u>\$ 16,944,071</u>	<u>\$ 7,490,360</u>	<u>\$ 448,744</u>

AVERAGE PER MONTH

\$ 1,068,809 \$ 1,085,386 \$ 1,189,075 \$ 1,313,817 \$ 1,382,902 \$ 1,412,006 \$ 1,498,072

INCREASE/(DECREASE) IN SALES TAX COLLECTION

\$ 198,926 \$ 1,244,265 \$ 1,496,902 \$ 829,025 \$ 349,245 \$ 448,744

INCREASE FROM PREVIOUS YEAR

1.55% 9.55% 10.49% 5.26% 2.10% 6.37%

BUDGET VS. ACTUAL VARIANCE ANALYSIS

\$ 11,598,933 \$ 13,443,500 \$ 13,443,500 \$ 14,980,000 \$ 16,301,000 \$ 16,845,700 \$ 17,047,300
\$ 1,226,774 \$ (418,867) \$ 825,399 \$ 785,800 \$ 293,826 \$ 98,371
9.56% -3.22% 5.78% 4.98% 1.77% 0.58%

*** Do NOT INCLUDE one time payments for October 2015 of \$344,044 and April 2016 of \$61,017**

City of Pharr
Sales Tax Analysis - City & Prop Tax Relief (1.5%) - Cash Basis

	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	Difference FY 17/18 - FY 16/17
MONTH								
OCT.	\$ 715,896	\$ 821,818	\$ 821,549	\$ 881,349	\$ 960,952	\$ 987,960	\$ 1,030,757	\$ 42,796
NOV.	769,262	757,310	798,368	954,690	1,025,708	1,093,077	1,153,359	60,283
DEC.	685,645	799,257	863,298	941,699	980,169	1,034,876	1,022,729	(12,146)
JAN.	696,798	798,752	874,989	923,703	918,492	987,799	1,126,537	138,738
FEB.	910,841	849,149	975,950	1,052,615	1,131,138	1,177,500	1,284,387	106,887
MAR.	719,383	761,129	817,995	933,370	937,821	975,163		
APR.	734,429	774,960	840,628	896,874	993,675	947,959		
MAY	938,060	905,307	999,155	1,093,066	1,219,382	1,233,711		
JUN.	823,674	806,678	929,864	1,068,297	1,071,862	1,038,234		
JUL.	856,789	815,890	929,270	986,220	1,002,320	1,052,158		
AUG.	920,112	902,594	963,078	1,075,281	1,206,753	1,153,579		
SEP.	848,391	775,630	887,530	1,017,187	997,847	1,026,037		
TOTAL	<u>\$ 9,619,280</u>	<u>\$ 9,768,475</u>	<u>\$ 10,701,674</u>	<u>\$ 11,824,350</u>	<u>\$ 12,446,119</u>	<u>\$ 12,708,053</u>	<u>\$ 5,617,770</u>	<u>\$ 336,558</u>

AVERAGE PER MONTH

\$ 801,607 \$ 814,040 \$ 891,806 \$ 985,363 \$ 1,037,177 \$ 1,059,004 \$ 1,123,554

INCREASE/(DECREASE) IN SALES TAX COLLECTION

\$ 149,195 \$ 933,199 \$ 1,122,676 \$ 621,769 \$ 261,934 \$ 336,558

INCREASE FROM PREVIOUS YEAR

1.55% 9.55% 10.49% 5.26% 2.10% 6.37%

BUDGET VS. ACTUAL VARIANCE ANALYSIS

\$ 8,699,200 \$ 10,082,625 \$ 10,082,625 \$ 11,235,000 \$ 12,225,750 \$ 12,634,725 \$ 12,785,475
\$ 920,080 \$ (314,150) \$ 619,049 \$ 589,350 \$ 220,369 \$ 73,328
9.56% -3.22% 5.78% 4.98% 1.77% 0.58%

City of Pharr
Annual Sales Tax Activity Analysis FY 17/18 - GAAP Basis

Regular City Tax (1%)

	<u>FY 17/18</u>		<u>FY 16/17</u>		<u>\$ Change</u>	<u>% Change</u>	<u>FY 17/18 Cum Change</u>
October	681,819.65	\$	689,917.11	\$	(8,097.45)	-1.17%	\$ (8,097.45)
November	751,024.50	\$	658,532.87		92,491.63	14.05%	84,394.18
December	856,257.68		784,999.81		71,257.88	9.08%	155,652.05
January	-	\$	650,108.69				
February	-	\$	631,972.98				
March	-	\$	822,473.68				
April	-	\$	692,155.80				
May	-	\$	701,438.87				
June	-	\$	769,052.75				
July	-	\$	684,024.76				
August	-	\$	687,171.17				
September	-	\$	768,906.32				
Totals	\$ 2,289,101.83	\$	8,540,754.78	\$	155,652.05	7.30%	

Credit In Lieu of Property Tax (.5%)

	<u>FY 17/18</u>		<u>FY 16/17</u>		<u>\$ Change</u>	<u>% Change</u>	<u>FY 17/18 Cum Change</u>
October	340,909.83	\$	344,958.55	\$	(4,048.73)	-1.17%	\$ (4,048.73)
November	375,512.25	\$	329,266.44		46,245.82	14.05%	42,197.09
December	428,128.84	\$	392,499.90		35,628.94	9.08%	77,826.03
January	-	\$	325,054.35				
February	-	\$	315,986.49				
March	-	\$	411,236.84				
April	-	\$	346,077.90				
May	-	\$	350,719.43				
June	-	\$	384,526.37				
July	-	\$	342,012.38				
August	-	\$	343,585.59				
September	-	\$	384,453.16				
Totals	\$ 1,144,550.92	\$	4,270,377.39	\$	77,826.03	7.30%	

PEDC (.5%)

	<u>FY 17/18</u>		<u>FY 16/17</u>		<u>\$ Change</u>	<u>% Change</u>	<u>FY 17/18 Cum Change</u>
October	\$ 340,909.83	\$	344,958.55	\$	(4,048.73)	-1.17%	\$ (4,048.73)
November	375,512.25	\$	329,266.44		46,245.82	14.05%	42,197.09
December	428,128.84	\$	392,499.90		35,628.94	9.08%	77,826.03
January	-	\$	325,054.35				
February	-	\$	315,986.49				
March	-	\$	411,236.84				
April	-	\$	346,077.90				
May	-	\$	350,719.43				
June	-	\$	384,526.37				
July	-	\$	342,012.38				
August	-	\$	343,585.59				
September	-	\$	384,453.16				
Totals	\$ 1,144,550.92	\$	4,270,377.39	\$	77,826.03	7.30%	

Total Sales Tax (2%)

	<u>FY 17/18</u>		<u>FY 16/17</u>		<u>\$ Change</u>	<u>FY 17/18 Budget</u>	<u>Actual vs. Budget</u>
October	\$ 1,363,639.30	\$	1,379,834.21	\$	(16,194.91)	\$ 1,420,608.33	(56,969)
November	\$ 1,502,049.00	\$	1,317,065.74		184,983.26	1,420,608.33	81,441
December	\$ 1,712,515.36	\$	1,569,999.61		142,515.75	1,420,608.33	291,907
January	-	\$	1,300,217.38			1,420,608.33	
February	-	\$	1,263,945.96			1,420,608.33	
March	-	\$	1,644,947.35			1,420,608.33	
April	-	\$	1,384,311.59			1,420,608.33	
May	-	\$	1,402,877.73			1,420,608.33	
June	-	\$	1,538,105.49			1,420,608.33	
July	-	\$	1,368,049.52			1,420,608.33	
August	-	\$	1,374,342.34			1,420,608.33	
September	-	\$	1,537,812.63			1,420,608.33	
Totals	\$ 4,578,203.66	\$	17,081,509.55	\$	311,304.10	\$ 17,047,300.00	\$ 316,378.66
					7.30%		237,284.00

Total
City Portion

SALES TAX STATE COLLECTION RGV COMPARISON -FEBRUARY 2018

Valley Rank	City	Net Payment This Period	Payment Prior Year	% Change	2018 Payments To Date	2017 Payments To Date	% Change
Rank Based on Current Month Activity							
1	Harlingen	2,680,037	2,441,194	9.78%	4,602,103	4,275,082	7.65%
2	Pharr	1,712,515	1,570,000	9.08%	3,214,565	2,887,065	11.34%
3	Brownsville	4,040,219	3,775,340	7.02%	7,091,804	6,719,468	5.54%
4	Weslaco	1,247,149	1,231,213	1.29%	2,213,813	2,196,131	0.81%
5	McAllen	6,900,280	6,813,760	1.27%	11,911,127	11,593,894	2.74%
6	San Juan	329,134	325,417	1.14%	596,632	605,027	-1.39%
7	Alamo	371,635	368,839	0.76%	658,121	654,797	0.51%
8	Mission	1,491,313	1,486,216	0.34%	2,687,587	2,793,894	-3.80%
9	Edinburg	2,139,029	2,248,781	-4.88%	3,791,479	3,771,890	0.52%
10	Mercedes	810,711	880,768	-7.95%	1,398,296	1,533,894	-8.84%

Rank Based on Calendar Year 2018 To Date Activity							
1	Pharr	1,712,515	1,570,000	9.08%	3,214,565	2,887,065	11.34%
2	Harlingen	2,680,037	2,441,194	9.78%	4,602,103	4,275,082	7.65%
3	Brownsville	4,040,219	3,775,340	7.02%	7,091,804	6,719,468	5.54%
4	McAllen	6,900,280	6,813,760	1.27%	11,911,127	11,593,894	2.74%
5	Weslaco	1,247,149	1,231,213	1.29%	2,213,813	2,196,131	0.81%
6	Edinburg	2,139,029	2,248,781	-4.88%	3,791,479	3,771,890	0.52%
7	Alamo	371,635	368,839	0.76%	658,121	654,797	0.51%
8	San Juan	329,134	325,417	1.14%	596,632	605,027	-1.39%
9	Mission	1,491,313	1,486,216	0.34%	2,687,587	2,793,894	-3.80%
10	Mercedes	810,711	880,768	-7.95%	1,398,296	1,533,894	-8.84%

STATE TOTALS	592,859,186.99	563,825,505.83	4.90%	1,049,722,724.89	985,246,825.23	6.14%
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AGENDA MEMORANDUM

BOARD: City Commission

AGENDA ITEM #: 3.B.

DATE SUBMITTED: February 16, 2018

MEETING DATE: February 19, 2018

FROM: Karla Moya, Finance Director

DEPARTMENT: Finance

DIRECTOR: Karla Moya

Agenda Item: Submission of January 2018 Tax Collection Report.

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason:

Issue: Current Property Tax Collection rate is lower by .70% this month compared to last year.

However since levy is higher than last year, actual collections are higher as of January 2018 by roughly \$550,000.

Delinquent Tax Collection rate is also lower by .97% this month compared to last year. Actual collections are roughly \$40,000 lower than last year.

Financial Consideration:

Staff Recommendation:

Alternatives:

ROUTING:

Karla Moya
City Management Office

Created/Initiated - 02/16/2018
New -

MSB

**PABLO "PAUL" VILLARREAL JR., ASSESSOR & COLLECTOR
CITY OF PHARR TAXES COLLECTED FOR:
JANUARY 2018**

COMPARATIVE RATE OF COLLECTIONS

CITY OF PHARR CPR (33)	ORIGINAL TAX LEVY	COLLECTED TO DATE	DROPPED YRS AFTER PURGE	MODIF. TO DATE	TAXES OUTSTANDING	PERCENT 2017/2018	COLLECTED 2016/2017
2017 TAX ROLL	18,625,154.58	14,940,745.28	-	32,265.23	3,716,674.53	80.08%	80.78%
2016 & PRIOR YRS	2,497,225.46	246,209.53	-	(190.54)	2,250,825.39	9.86%	10.83%
ROLLBACK	80,403.97	4,161.31	-	-	76,242.66	5.18%	99.82%
TOTALS	21,202,784.01	15,191,116.12	-	32,074.69	6,043,742.58		

BREAKDOWN OF TAX COLLECTIONS AND FEES FOR THE MONTH OF JANUARY 2018

	CITY OF PHARR	MONTHLY MODIFICATIONS
CURRENT YEAR-BASE TAX	7,956,556.27	(21,295.54) CURRENT
CURRENT YEAR-P&I		
PRIOR YEARS-BASE TAX	71,508.86	(749.86) PRIOR
PRIOR YEARS-P&I	22,248.66	
ROLLBACK	4,116.43	ROLLBACK
ROLLBACK P&I		
ATTORNEY FEES	12,723.13	PURGED
TOTAL COLLECTIONS	8,067,153.35	(22,045.40)
LESS TRANSFERRED	3,554,439.36	
LESS IN TRANSIT	4,506,294.25	
LESS DUE TO HCAD COMM. FEE	631.74	
LESS DUE TO CO TREASURER	5,788.00	
BALANCE	-	

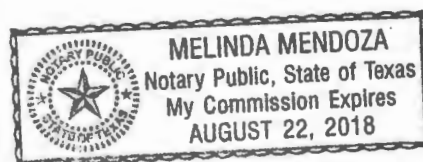
*******AFFIDAVIT*******

I, PABLO "PAUL" VILLARREAL JR., ASSESSOR-COLLECTOR OF TAXES FOR THE CITY OF PHARR, DO
SOLEMNLY SWEAR THAT THE ABOVE STATEMENT OF TAXES COLLECTED BY ME FOR
THE MONTH OF JANUARY 2018 IS CORRECT.

Pablo (Paul) Villarreal Jr.
ASSESSOR-COLLECTOR OF TAXES FOR CITY OF PHARR, TEXAS

SWORN AND SUBSCRIBED BEFORE ME THIS 14th DAY OF FEBRUARY 2018 A.D.

Melinda Mendoza
NOTARY PUBLIC, HIDALGO COUNTY, TEXAS



PABLO "PAUL" VILLARREAL JR., ASSESSOR & COLLECTOR
CITY OF PHARR
TAX COLLECTION REPORT
FOR THE MONTH OF JANUARY 2018

<u>AD VALOREM - CITY OF PHARR</u>	<u>2017-2018</u>	<u>2016-2017</u>	<u>DIFFERENCE</u>
<u>2017 CURRENT</u>			
ORIGINAL LEVY	18,625,154.58	17,456,073.76	1,169,080.82
MODIFICATIONS	32,265.23	(37,186.30)	69,451.53
CURRENT LEVY	18,657,419.81	17,418,887.46	1,238,532.35
CURRENT COLLECTIONS THIS MONTH	7,956,556.27	7,199,176.95	757,379.32
CURRENT COLLECTIONS TO DATE	14,940,745.28	14,071,217.22	869,528.06
OUTSTANDING TO DATE	3,716,674.53	3,347,670.24	369,004.29
PERCENT COLLECTED/ORIGINAL	80.22%	80.61%	-0.39%
PERCENT COLLECTED/MODIFIED	80.08%	80.78%	-0.70%
TOTAL COLLECTIONS FISCAL YEAR	14,940,745.28	14,071,217.22	
 <u>DELINQUENT</u>			
ORIGINAL LEVY	2,497,225.46	2,471,614.90	25,610.56
MODIFICATIONS	(190.54)	(1,160.72)	970.18
DELINQUENT LEVY	2,497,034.92	2,470,454.18	26,580.74
DELINQUENT COLLECTIONS THIS MONTH	71,508.86	62,299.97	9,208.89
DELINQUENT COLLECTIONS TO DATE	246,209.53	267,572.04	(21,362.51)
OUTSTANDING TO DATE	2,250,825.39	2,202,882.14	47,943.25
PERCENT COLLECTED/ORIGINAL	9.86%	10.83%	-0.97%
PERCENT COLLECTED/MODIFIED	9.86%	10.83%	-0.97%
TOTAL COLLECTIONS FISCAL YEAR	246,209.53	267,572.04	
 <u>ROLLBACK</u>			
ORIGINAL LEVY	80,403.97	3,918.75	76,485.22
MODIFICATIONS	0.00	0.00	0.00
ROLLBACK LEVY	80,403.97	3,918.75	76,485.22
ROLLBACK COLLECTIONS THIS MONTH	4,116.43	3,911.77	204.66
ROLLBACK COLLECTIONS TO DATE	4,161.31	3,911.77	249.54
OUTSTANDING TO DATE	76,242.66	6.98	76,235.68
PERCENT COLLECTED/ORIGINAL	5.18%	99.82%	-94.64%
PERCENT COLLECTED/MODIFIED	5.18%	99.82%	-94.64%
TOTAL COLLECTIONS FISCAL YEAR	4,161.31	3,911.77	

PABLO (PAUL) VILLARREAL, JR., TAX ASSESSOR/COLLECTOR
CITY OF PHARR
TAX COLLECTIONS AS OF JANUARY 2018

33

REPORT DATE	CURR BASE	CURR P&I	CURR RB	CURR RB P&I	PRIOR BASE	PRIOR P&I	PRIOR RB	RB P&I	ATTY FEES	ATTY RBFEEs	TOTAL	TRANS.	DIFF.	DATE OF TRANSF.
3-Jan	167,583.64				1,460.30	402.06			261.63		169,707.63	163,919.63	5,788.00	11-Jan
4-Jan	121,430.74				1,473.07	502.57			225.11		123,631.49		123,631.49	
5-Jan	76,497.92				3,593.44	1,021.38			609.78		81,722.52	205,354.01	(123,631.49)	12-Jan
8-Jan	139,548.16				2,282.86	1,085.17			392.15		143,308.34	143,308.34	0.00	16-Jan
9-Jan	275,844.89				1,361.01	590.16			243.87		278,039.93	278,039.93	0.00	17-Jan
10-Jan	212,935.41				1,460.81	339.65			179.07		214,914.94	214,914.94	0.00	18-Jan
11-Jan	102,107.10				828.91	297.74			168.16		103,401.91	103,401.91	0.00	19-Jan
12-Jan	318,346.48				2,377.39	620.42			401.11		321,745.40	321,745.40	(0.00)	22-Jan
16-Jan	138,846.35				1,973.31	679.78			384.38		141,883.82	141,883.82	0.00	23-Jan
17-Jan	146,356.34				1,416.34	447.41			210.79		148,430.88	148,430.88	0.00	24-Jan
18-Jan	296,029.09				3,369.15	1,063.40			655.92		301,117.56	301,117.56	0.00	25-Jan
19-Jan	162,868.52				1,907.43	813.05			384.37		165,973.37	165,973.37	(0.00)	26-Jan
22-Jan	473,193.99				1,157.81	321.68			218.39		474,891.87	474,891.87	0.00	29-Jan
23-Jan	569,626.02				1,825.00	519.27			317.86		572,288.15	572,288.15	0.00	30-Jan
24-Jan	314,071.28				3,514.12	932.97			651.18		319,169.55	319,169.55	0.00	31-Jan
25-Jan	471,467.97				14,570.62	5,089.51			2,873.34		494,001.44	494,001.44	0.00	1-Feb
26-Jan	373,361.88				2,367.63	654.49			414.04		376,798.04	376,798.04	0.00	2-Feb
29-Jan	1,088,003.19				2,510.33	774.66			492.75		1,091,780.93		1,091,780.93	
13-Jan	(902.92)				(709.29)	(21.90)			(11.97)		(1,646.08)	1,090,134.85	(1,091,780.93)	5-Feb
30-Jan	609,572.21				7,315.05	1,351.47			844.80		619,083.53	619,083.53	0.00	6-Feb
31-Jan	1,899,768.01				15,453.57	4,763.72			2,806.40		1,922,791.70	1,922,159.96	631.74	15-Feb
31-Jan							4,116.43				4,116.43	4,116.43	0.00	15-Feb
											0.00		0.00	
											0.00		0.00	
											0.00		0.00	
											0.00		0.00	
TTL	7,956,556.27	0.00	0.00	0.00	71,508.86	22,248.66	4,116.43	0.00	12,723.13	0.00	8,067,153.35	8,060,733.61	6,419.74	

OVERALL TOTAL	8,067,153.35
LESS REFUNDS	0.00
LESS HCAD COMM FEES	631.74
LESS COMM/COST (Increased by \$275. per month)	5,788.00
BALANCE	8,060,733.61
LESS TRANSFERRED	3,554,439.36
LESS TRANSF IN TRANSIT	4,506,294.25
BALANCE PENDING	0.00

YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
2017	M & O	.567100	6,952,485.10	.00	.00	249,560.83-	6,702,924.27	.00	.00	.00	6,952,485.10
	I & S	.081900	1,004,071.17	.00	.00	36,041.33-	968,029.84	.00	.00	.00	1,004,071.17
	TOTAL	.649000	7,956,556.27	.00	.00	285,602.16-	7,670,954.11	.00	.00	.00	7,956,556.27
2016	M & O	.582100	39,363.27	.00	9,051.51	.00	48,414.78	7,687.93	.00	.00	56,102.71
	I & S	.071900	4,862.02	.00	1,118.10	.00	5,980.12	.00	.00	.00	5,980.12
	TOTAL	.654000	44,225.29	.00	10,169.61	.00	54,394.90	7,687.93	.00	.00	62,082.83
2015	M & O	.582100	13,195.13	.00	4,337.00	71.06-	17,461.07	2,692.18	.00	.00	20,224.31
	I & S	.071900	1,629.82	.00	535.73	8.77-	2,156.78	.00	.00	.00	2,165.55
	TOTAL	.654000	14,824.95	.00	4,872.73	79.83-	19,617.85	2,692.18	.00	.00	22,389.86
2014	M & O	.608100	6,367.60	.00	2,681.15	.00	9,048.75	1,328.21	.00	.00	10,376.96
	I & S	.071900	752.89	.00	317.03	.00	1,069.92	.00	.00	.00	1,069.92
	TOTAL	.680000	7,120.49	.00	2,998.18	.00	10,118.67	1,328.21	.00	.00	11,446.88
2013	M & O	.605000	1,761.63	.00	659.94	.00	2,421.57	281.73	.00	.00	2,703.30
	I & S	.075000	218.40	.00	81.82	.00	300.22	.00	.00	.00	300.22
	TOTAL	.680000	1,980.03	.00	741.76	.00	2,721.79	281.73	.00	.00	3,003.52
2012	M & O	.602600	946.97	.00	667.96	.00	1,614.93	253.63	.00	.00	1,868.56
	I & S	.077400	121.59	.00	85.78	.00	207.37	.00	.00	.00	207.37
	TOTAL	.680000	1,068.56	.00	753.74	.00	1,822.30	253.63	.00	.00	2,075.93
2011	M & O	.602100	595.80	.00	456.54	.00	1,052.34	149.42	.00	.00	1,201.76
	I & S	.077900	77.10	.00	59.06	.00	136.16	.00	.00	.00	136.16
	TOTAL	.680000	672.90	.00	515.60	.00	1,188.50	149.42	.00	.00	1,337.92
2010	M & O	.601800	258.85	.00	220.58	.00	479.43	66.41	.00	.00	545.84
	I & S	.078200	33.63	.00	28.65	.00	62.28	.00	.00	.00	62.28
	TOTAL	.680000	292.48	.00	249.23	.00	541.71	66.41	.00	.00	608.12
2009	M & O	.601800	155.39	.00	148.56	.00	303.95	45.12	.00	.00	349.07
	I & S	.078200	20.20	.00	19.31	.00	39.51	.00	.00	.00	39.51
	TOTAL	.680000	175.59	.00	167.87	.00	343.46	45.12	.00	.00	388.58
2008	M & O	.602940	106.00	.00	127.19	.00	233.19	39.56	.00	.00	272.75
	I & S	.078910	13.88	.00	16.65	.00	30.53	.00	.00	.00	30.53
	TOTAL	.681850	119.88	.00	143.84	.00	263.72	39.56	.00	.00	303.28
2007	M & O	.596130	47.44	.00	62.63	.00	110.07	18.92	.00	.00	128.99
	I & S	.086990	6.93	.00	9.14	.00	16.07	.00	.00	.00	16.07
	TOTAL	.683120	54.37	.00	71.77	.00	126.14	18.92	.00	.00	145.06
2006	M & O	.593130	154.92	.00	223.10	.00	378.02	65.30	.00	.00	443.32
	I & S	.089990	23.51	.00	33.85	.00	57.36	.00	.00	.00	57.36
	TOTAL	.683120	178.43	.00	256.95	.00	435.38	65.30	.00	.00	500.68

02/08/2018 19:43:49 2925101
 TC298-D SELECTION: SYSTEM
 RECEIPT DATE: ALL

TAX COLLECTION SYSTEM
 DEPOSIT DISTRIBUTION
 FROM: 01/01/2018 THRU 01/31/2018
 JURISDICTION: 0033 CITY OF PHARR

PAGE: 47
 EXCLUDES AG ROLLBACK

YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
2005	M & O	.593130	46.22	.00	67.58	.00	113.80	2.63	.00	.00	116.43
	I & S	.089990	7.02	.00	10.25	.00	17.27	.00	.00	.00	17.27
	TOTAL	.683120	53.24	.00	77.83	.00	131.07	2.63	.00	.00	133.70
2004	M & O	.601650	153.94	.00	202.42	.00	356.36	8.23	.00	.00	364.59
	I & S	.081470	20.85	.00	27.41	.00	48.26	.00	.00	.00	48.26
	TOTAL	.683120	174.79	.00	229.83	.00	404.62	8.23	.00	.00	412.85
2003	M & O	.596220	47.67	.00	68.81	.00	116.48	8.52	.00	.00	125.00
	I & S	.086900	6.95	.00	10.03	.00	16.98	.00	.00	.00	16.98
	TOTAL	.683120	54.62	.00	78.84	.00	133.46	8.52	.00	.00	141.98
2002	M & O	.590210	200.85	.00	305.62	.00	506.47	22.82	.00	.00	529.29
	I & S	.099790	33.96	.00	51.66	.00	85.62	.00	.00	.00	85.62
	TOTAL	.690000	234.81	.00	357.28	.00	592.09	22.82	.00	.00	614.91
2001	M & O	.564720	117.67	.00	196.62	.00	314.29	40.16	.00	.00	354.45
	I & S	.097590	20.33	.00	33.98	.00	54.31	.00	.00	.00	54.31
	TOTAL	.662310	138.00	.00	230.60	.00	368.60	40.16	.00	.00	408.76
2000	M & O	.533960	59.54	.00	122.99	.00	182.53	5.69	.00	.00	188.22
	I & S	.108350	12.09	.00	24.95	.00	37.04	.00	.00	.00	37.04
	TOTAL	.642310	71.63	.00	147.94	.00	219.57	5.69	.00	.00	225.26
1996	M & O	.516090	18.98	.00	39.76	.00	58.74	6.02	.00	.00	64.76
	I & S	.083910	3.08	.00	6.47	.00	9.55	.00	.00	.00	9.55
	TOTAL	.600000	22.06	.00	46.23	.00	68.29	6.02	.00	.00	74.31
1994	M & O	.471740	5.11	.00	14.19	.00	19.30	.65	.00	.00	19.95
	I & S	.098260	1.07	.00	2.96	.00	4.03	.00	.00	.00	4.03
	TOTAL	.570000	6.18	.00	17.15	.00	23.33	.65	.00	.00	23.98
1993	M & O	.465440	33.12	.00	99.36	.00	132.48	.00	.00	.00	132.48
	I & S	.104560	7.44	.00	22.32	.00	29.76	.00	.00	.00	29.76
	TOTAL	.570000	40.56	.00	121.68	.00	162.24	.00	.00	.00	162.24
ALL	M & O		7,016,121.20	.00	19,753.51	249,631.89-	6,786,242.82	12,723.13	.00	.00	7,048,597.84
ALL	I & S		1,011,943.93	.00	2,495.15	36,050.10-	978,388.98	.00	.00	.00	1,014,439.08
ALL	TOTAL		8,028,065.13	.00	22,248.66	285,681.99-	7,764,631.80	12,723.13	.00	.00	8,063,036.92
DLQ	M & O		63,636.10	.00	19,753.51	71.06-	83,318.55	12,723.13	.00	.00	96,112.74
DLQ	I & S		7,872.76	.00	2,495.15	8.77-	10,359.14	.00	.00	.00	10,367.91
DLQ	TOTAL		71,508.86	.00	22,248.66	79.83-	93,677.69	12,723.13	.00	.00	106,480.65

YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
CURR M & O			6,952,485.10	.00	.00	249,560.83-	6,702,924.27	.00	.00	.00	6,952,485.10
CURR I & S			1,004,071.17	.00	.00	36,041.33-	968,029.84	.00	.00	.00	1,004,071.17
CURR TOTAL			7,956,556.27	.00	.00	285,602.16-	7,670,954.11	.00	.00	.00	7,956,556.27

JURISDICTION: 0033 CITY OF PHARR

[illegible]

YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
2017	M & O	.567100	6,952,485.10	.00	.00	249,560.83-	6,702,924.27	.00	.00	.00	6,952,485.10
	I & S	.081900	1,004,071.17	.00	.00	36,041.33-	968,029.84	.00	.00	.00	1,004,071.17
	TOTAL	.649000	7,956,556.27	.00	.00	285,602.16-	7,670,954.11	.00	.00	.00	7,956,556.27
2016	M & O	.582100	40,209.63	.00	9,051.51	.00	49,261.14	7,687.93	.00	.00	56,949.07
	I & S	.071900	4,966.56	.00	1,118.10	.00	6,084.66	.00	.00	.00	6,084.66
	TOTAL	.654000	45,176.19	.00	10,169.61	.00	55,345.80	7,687.93	.00	.00	63,033.73
2015	M & O	.582100	13,818.53	.00	4,337.00	71.06-	18,084.47	2,692.18	.00	.00	20,847.71
	I & S	.071900	1,706.82	.00	535.73	8.77-	2,233.78	.00	.00	.00	2,242.55
	TOTAL	.654000	15,525.35	.00	4,872.73	79.83-	20,318.25	2,692.18	.00	.00	23,090.26
2014	M & O	.608100	7,060.61	.00	2,681.15	.00	9,741.76	1,328.21	.00	.00	11,069.97
	I & S	.071900	834.83	.00	317.03	.00	1,151.86	.00	.00	.00	1,151.86
	TOTAL	.680000	7,895.44	.00	2,998.18	.00	10,893.62	1,328.21	.00	.00	12,221.83
2013	M & O	.605000	2,492.78	.00	659.94	.00	3,152.72	281.73	.00	.00	3,434.45
	I & S	.075000	309.04	.00	81.82	.00	390.86	.00	.00	.00	390.86
	TOTAL	.680000	2,801.82	.00	741.76	.00	3,543.58	281.73	.00	.00	3,825.31
2012	M & O	.602600	1,716.52	.00	667.96	.00	2,384.48	253.63	.00	.00	2,638.11
	I & S	.077400	220.43	.00	85.78	.00	306.21	.00	.00	.00	306.21
	TOTAL	.680000	1,936.95	.00	753.74	.00	2,690.69	253.63	.00	.00	2,944.32
2011	M & O	.602100	595.80	.00	456.54	.00	1,052.34	149.42	.00	.00	1,201.76
	I & S	.077900	77.10	.00	59.06	.00	136.16	.00	.00	.00	136.16
	TOTAL	.680000	672.90	.00	515.60	.00	1,188.50	149.42	.00	.00	1,337.92
2010	M & O	.601800	258.85	.00	220.58	.00	479.43	66.41	.00	.00	545.84
	I & S	.078200	33.63	.00	28.65	.00	62.28	.00	.00	.00	62.28
	TOTAL	.680000	292.48	.00	249.23	.00	541.71	66.41	.00	.00	608.12
2009	M & O	.601800	155.39	.00	148.56	.00	303.95	45.12	.00	.00	349.07
	I & S	.078200	20.20	.00	19.31	.00	39.51	.00	.00	.00	39.51
	TOTAL	.680000	175.59	.00	167.87	.00	343.46	45.12	.00	.00	388.58
2008	M & O	.602940	106.00	.00	127.19	.00	233.19	39.56	.00	.00	272.75
	I & S	.078910	13.88	.00	16.65	.00	30.53	.00	.00	.00	30.53
	TOTAL	.681850	119.88	.00	143.84	.00	263.72	39.56	.00	.00	303.28
2007	M & O	.596130	47.44	.00	62.63	.00	110.07	18.92	.00	.00	128.99
	I & S	.086990	6.93	.00	9.14	.00	16.07	.00	.00	.00	16.07
	TOTAL	.683120	54.37	.00	71.77	.00	126.14	18.92	.00	.00	145.06
2006	M & O	.593130	154.92	.00	223.10	.00	378.02	65.30	.00	.00	443.32
	I & S	.089990	23.51	.00	33.85	.00	57.36	.00	.00	.00	57.36
	TOTAL	.683120	178.43	.00	256.95	.00	435.38	65.30	.00	.00	500.68

YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
2005	M & O	.593130	46.22	.00	67.58	.00	113.80	2.63	.00	.00	116.43
	I & S	.089990	7.02	.00	10.25	.00	17.27	.00	.00	.00	17.27
	TOTAL	.683120	53.24	.00	77.83	.00	131.07	2.63	.00	.00	133.70
2004	M & O	.601650	153.94	.00	202.42	.00	356.36	8.23	.00	.00	364.59
	I & S	.081470	20.85	.00	27.41	.00	48.26	.00	.00	.00	48.26
	TOTAL	.683120	174.79	.00	229.83	.00	404.62	8.23	.00	.00	412.85
2003	M & O	.596220	47.67	.00	68.81	.00	116.48	8.52	.00	.00	125.00
	I & S	.086900	6.95	.00	10.03	.00	16.98	.00	.00	.00	16.98
	TOTAL	.683120	54.62	.00	78.84	.00	133.46	8.52	.00	.00	141.98
2002	M & O	.590210	200.85	.00	305.62	.00	506.47	22.82	.00	.00	529.29
	I & S	.099790	33.96	.00	51.66	.00	85.62	.00	.00	.00	85.62
	TOTAL	.690000	234.81	.00	357.28	.00	592.09	22.82	.00	.00	614.91
2001	M & O	.564720	117.67	.00	196.62	.00	314.29	40.16	.00	.00	354.45
	I & S	.097590	20.33	.00	33.98	.00	54.31	.00	.00	.00	54.31
	TOTAL	.662310	138.00	.00	230.60	.00	368.60	40.16	.00	.00	408.76
2000	M & O	.533960	59.54	.00	122.99	.00	182.53	5.69	.00	.00	188.22
	I & S	.108350	12.09	.00	24.95	.00	37.04	.00	.00	.00	37.04
	TOTAL	.642310	71.63	.00	147.94	.00	219.57	5.69	.00	.00	225.26
1996	M & O	.516090	18.98	.00	39.76	.00	58.74	6.02	.00	.00	64.76
	I & S	.083910	3.08	.00	6.47	.00	9.55	.00	.00	.00	9.55
	TOTAL	.600000	22.06	.00	46.23	.00	68.29	6.02	.00	.00	74.31
1994	M & O	.471740	5.11	.00	14.19	.00	19.30	.65	.00	.00	19.95
	I & S	.098260	1.07	.00	2.96	.00	4.03	.00	.00	.00	4.03
	TOTAL	.570000	6.18	.00	17.15	.00	23.33	.65	.00	.00	23.98
1993	M & O	.465440	33.12	.00	99.36	.00	132.48	.00	.00	.00	132.48
	I & S	.104560	7.44	.00	22.32	.00	29.76	.00	.00	.00	29.76
	TOTAL	.570000	40.56	.00	121.68	.00	162.24	.00	.00	.00	162.24
ALL	M & O		7,019,784.67	.00	19,753.51	249,631.89-	6,789,906.29	12,723.13	.00	.00	7,052,261.31
ALL	I & S		1,012,396.89	.00	2,495.15	36,050.10-	978,841.94	.00	.00	.00	1,014,892.04
ALL	TOTAL		8,032,181.56	.00	22,248.66	285,681.99-	7,768,748.23	12,723.13	.00	.00	8,067,153.35
DLQ	M & O		67,299.57	.00	19,753.51	71.06-	86,982.02	12,723.13	.00	.00	99,776.21
DLQ	I & S		8,325.72	.00	2,495.15	8.77-	10,812.10	.00	.00	.00	10,820.87
DLQ	TOTAL		75,625.29	.00	22,248.66	79.83-	97,794.12	12,723.13	.00	.00	110,597.08

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TAX COLLECTION SYSTEM

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YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
CURR M & O			6,952,485.10	.00	.00	249,560.83-	6,702,924.27	.00	.00	.00	6,952,485.10
CURR I & S			1,004,071.17	.00	.00	36,041.33-	968,029.84	.00	.00	.00	1,004,071.17
CURR TOTAL			7,956,556.27	.00	.00	285,602.16-	7,670,954.11	.00	.00	.00	7,956,556.27

TAX COLLECTION SYSTEM
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	CERT TAXABLE VALUE	ADJUSTMENTS	ADJ TAX VALUE	TAX RATE	TAX LEVY	PAID ACCTS
CURRENT YEAR	2,896,170,470	5,589,942	2,901,760,412	00.649000	18,657,419.81	19,808

YEAR	TAXES DUE	MONTH ADJ	ADJUSTMENT YTD	LEVY PAID	PAID YTD	BALANCE	COLL %	YTD UNCOLL
2017	18,625,154.58	21,295.54-	32,265.23	7,956,556.27	14,940,745.28	3,716,674.53	80.08	0.00
2016	704,946.53	650.21-	3,063.34-	44,225.29	147,706.44	554,176.75	21.04	0.00
2015	400,586.01	28.93-	1,258.90	14,824.95	48,432.19	353,412.72	12.05	0.00
2014	233,502.22	2.11-	840.52	7,120.49	18,805.23	215,537.51	8.02	0.00
2013	160,958.84	2.02-	708.51	1,980.03	8,753.03	152,914.32	5.41	0.00
2012	126,197.63	.00	151.02	1,068.56	6,196.92	120,151.73	4.90	0.00
2011	109,321.59	66.59-	66.59-	672.90	3,854.90	105,400.10	3.53	0.00
2010	103,973.62	.00	0.00	292.48	3,181.57	100,792.05	3.06	0.00
2009	97,474.72	.00	0.00	175.59	2,294.17	95,180.55	2.35	0.00
2008	76,590.69	.00	0.00	119.88	1,264.37	75,326.32	1.65	0.00
2007	65,963.46	.00	0.00	54.37	530.55	65,432.91	.80	0.00
2006	62,876.16	.00	0.00	178.43	615.69	62,260.47	.98	0.00
2005	56,535.90	.00	0.00	53.24	677.22	55,858.68	1.20	0.00
2004	54,901.24	.00	5.74-	174.79	970.50	53,925.00	1.77	0.00
2003	44,173.45	.00	0.00	54.62	408.68	43,764.77	.93	0.00
2002	37,558.06	.00	3.80-	234.81	529.86	37,024.40	1.41	0.00
2001	28,128.38	.00	6.62-	138.00	370.91	27,750.85	1.32	0.00
2000	24,755.10	.00	3.40-	71.63	287.21	24,464.49	1.16	0.00
1999	19,416.10	.00	0.00	0.00	221.47	19,194.63	1.14	0.00
1998	14,953.39	.00	0.00	0.00	260.13	14,693.26	1.74	0.00
1997	14,389.00	.00	0.00	0.00	193.53	14,195.47	1.34	0.00
1996	60,023.37	.00	0.00	68.80	654.96	59,368.41	1.09	0.00
****	21,122,380.04	22,045.40-	32,074.69	8,028,065.13	15,186,954.81	5,967,499.92		0.00

TAX COLLECTION SYSTEM
TAX COLLECTOR MONTHLY REPORT
FROM 01/01/2018 TO 01/31/2018

FISCAL START: 10/01/2017 END: 09/30/2018 JURISDICTION: 0033 CITY OF PHARR

	CERT TAXABLE VALUE	ADJUSTMENTS	ADJ TAX VALUE	TAX RATE	TAX LEVY	PAID ACCTS
	-----	-----	-----	-----	-----	-----
CURRENT YEAR	0	0	0	00.654000	13,761.07	2
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YEAR	TAXES DUE	MONTH ADJ	ADJUSTMENT YTD	LEVY PAID	PAID YTD	BALANCE	COLL %	YTD UNCOLL
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2016	13,761.07	.00	0.00	950.90	995.78	12,765.29	7.24	0.00
2015	14,380.34	.00	0.00	700.40	700.40	13,679.94	4.87	0.00
2014	15,905.87	.00	0.00	774.95	774.95	15,130.92	4.87	0.00
2013	17,678.68	.00	0.00	821.79	821.79	16,856.89	4.65	0.00
2012	18,678.01	.00	0.00	868.39	868.39	17,809.62	4.65	0.00
2011	0.00	.00	0.00	0.00	0.00	0.00		0.00
****	80,403.97	.00	0.00	4,116.43	4,161.31	76,242.66		0.00

TAX COLLECTION SYSTEM
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	CERT TAXABLE VALUE	ADJUSTMENTS	ADJ TAX VALUE	TAX RATE	TAX LEVY	PAID ACCTS
CURRENT YEAR	2,896,170,470	5,589,942	2,901,760,412	00.649000	18,657,419.81	19,808

YEAR	TAXES DUE	MONTH ADJ	ADJUSTMENT YTD	LEVY PAID	PAID YTD	BALANCE	COLL %	YTD UNCOLL
2017	18,625,154.58	21,295.54-	32,265.23	7,956,556.27	14,940,745.28	3,716,674.53	80.08	0.00
2016	718,707.60	650.21-	3,063.34-	45,176.19	148,702.22	566,942.04	20.78	0.00
2015	414,966.35	28.93-	1,258.90	15,525.35	49,132.59	367,092.66	11.80	0.00
2014	249,408.09	2.11-	840.52	7,895.44	19,580.18	230,668.43	7.82	0.00
2013	178,637.52	2.02-	708.51	2,801.82	9,574.82	169,771.21	5.34	0.00
2012	144,875.64	.00	151.02	1,936.95	7,065.31	137,961.35	4.87	0.00
2011	109,321.59	66.59-	66.59-	672.90	3,854.90	105,400.10	3.53	0.00
2010	103,973.62	.00	0.00	292.48	3,181.57	100,792.05	3.06	0.00
2009	97,474.72	.00	0.00	175.59	2,294.17	95,180.55	2.35	0.00
2008	76,590.69	.00	0.00	119.88	1,264.37	75,326.32	1.65	0.00
2007	65,963.46	.00	0.00	54.37	530.55	65,432.91	.80	0.00
2006	62,876.16	.00	0.00	178.43	615.69	62,260.47	.98	0.00
2005	56,535.90	.00	0.00	53.24	677.22	55,858.68	1.20	0.00
2004	54,901.24	.00	5.74-	174.79	970.50	53,925.00	1.77	0.00
2003	44,173.45	.00	0.00	54.62	408.68	43,764.77	.93	0.00
2002	37,558.06	.00	3.80-	234.81	529.86	37,024.40	1.41	0.00
2001	28,128.38	.00	6.62-	138.00	370.91	27,750.85	1.32	0.00
2000	24,755.10	.00	3.40-	71.63	287.21	24,464.49	1.16	0.00
1999	19,416.10	.00	0.00	0.00	221.47	19,194.63	1.14	0.00
1998	14,953.39	.00	0.00	0.00	260.13	14,693.26	1.74	0.00
1997	14,389.00	.00	0.00	0.00	193.53	14,195.47	1.34	0.00
1996	60,023.37	.00	0.00	68.80	654.96	59,368.41	1.09	0.00
****	21,202,784.01	22,045.40-	32,074.69	8,032,181.56	15,191,116.12	6,043,742.58		0.00

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YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
2017	M & O	.567100	13,055,310.39	.00	.00	256,042.46-	12,799,267.93	.00	.00	.00	13,055,310.39
	I & S	.081900	1,885,434.89	.00	.00	36,977.40-	1,848,457.49	.00	.00	.00	1,885,434.89
	TOTAL	.649000	14,940,745.28	.00	.00	293,019.86-	14,647,725.42	.00	.00	.00	14,940,745.28
2016	M & O	.582100	131,467.79	.00	28,377.28	2,841.38-	157,003.69	25,320.87	.00	.00	185,165.94
	I & S	.071900	16,238.65	.00	3,505.12	350.96-	19,392.81	.00	.00	.00	19,743.77
	TOTAL	.654000	147,706.44	.00	31,882.40	3,192.34-	176,396.50	25,320.87	.00	.00	204,909.71
2015	M & O	.582100	43,107.52	.00	13,794.01	284.99-	56,616.54	8,854.03	.00	.00	65,755.56
	I & S	.071900	5,324.67	.00	1,703.77	35.20-	6,993.24	.00	.00	.00	7,028.44
	TOTAL	.654000	48,432.19	.00	15,497.78	320.19-	63,609.78	8,854.03	.00	.00	72,784.00
2014	M & O	.608100	16,816.81	.00	7,501.62	.00	24,318.43	3,747.14	.00	.00	28,065.57
	I & S	.071900	1,988.42	.00	887.11	.00	2,875.53	.00	.00	.00	2,875.53
	TOTAL	.680000	18,805.23	.00	8,388.73	.00	27,193.96	3,747.14	.00	.00	30,941.10
2013	M & O	.605000	7,787.58	.00	3,832.58	.00	11,620.16	1,522.79	.00	.00	13,142.95
	I & S	.075000	965.45	.00	475.16	.00	1,440.61	.00	.00	.00	1,440.61
	TOTAL	.680000	8,753.03	.00	4,307.74	.00	13,060.77	1,522.79	.00	.00	14,583.56
2012	M & O	.602600	5,491.60	.00	3,563.63	.00	9,055.23	1,261.19	.00	.00	10,316.42
	I & S	.077400	705.32	.00	457.73	.00	1,163.05	.00	.00	.00	1,163.05
	TOTAL	.680000	6,196.92	.00	4,021.36	.00	10,218.28	1,261.19	.00	.00	11,479.47
2011	M & O	.602100	3,413.30	.00	2,523.86	.00	5,937.16	826.43	.00	.00	6,763.59
	I & S	.077900	441.60	.00	326.56	.00	768.16	.00	.00	.00	768.16
	TOTAL	.680000	3,854.90	.00	2,850.42	.00	6,705.32	826.43	.00	.00	7,531.75
2010	M & O	.601800	2,815.70	.00	2,336.55	.00	5,152.25	649.93	.00	.00	5,802.18
	I & S	.078200	365.87	.00	303.62	.00	669.49	.00	.00	.00	669.49
	TOTAL	.680000	3,181.57	.00	2,640.17	.00	5,821.74	649.93	.00	.00	6,471.67
2009	M & O	.601800	2,030.33	.00	1,838.22	.00	3,868.55	495.27	.00	.00	4,363.82
	I & S	.078200	263.84	.00	238.87	.00	502.71	.00	.00	.00	502.71
	TOTAL	.680000	2,294.17	.00	2,077.09	.00	4,371.26	495.27	.00	.00	4,866.53
2008	M & O	.602940	1,118.05	.00	1,251.98	.00	2,370.03	268.49	.00	.00	2,638.52
	I & S	.078910	146.32	.00	163.86	.00	310.18	.00	.00	.00	310.18
	TOTAL	.681850	1,264.37	.00	1,415.84	.00	2,680.21	268.49	.00	.00	2,948.70
2007	M & O	.596130	462.99	.00	593.81	.00	1,056.80	175.24	.00	.00	1,232.04
	I & S	.086990	67.56	.00	86.66	.00	154.22	.00	.00	.00	154.22
	TOTAL	.683120	530.55	.00	680.47	.00	1,211.02	175.24	.00	.00	1,386.26
2006	M & O	.593130	534.58	.00	738.43	.00	1,273.01	210.85	.00	.00	1,483.86
	I & S	.089990	81.11	.00	112.04	.00	193.15	.00	.00	.00	193.15
	TOTAL	.683120	615.69	.00	850.47	.00	1,466.16	210.85	.00	.00	1,677.01

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YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
2005	M & O	.593130	588.02	.00	898.26	.00	1,486.28	237.74	.00	.00	1,724.02
	I & S	.089990	89.20	.00	136.29	.00	225.49	.00	.00	.00	225.49
	TOTAL	.683120	677.22	.00	1,034.55	.00	1,711.77	237.74	.00	.00	1,949.51
2004	M & O	.601650	854.74	.00	1,332.79	.00	2,187.53	303.80	.00	.00	2,491.33
	I & S	.081470	115.76	.00	180.47	.00	296.23	.00	.00	.00	296.23
	TOTAL	.683120	970.50	.00	1,513.26	.00	2,483.76	303.80	.00	.00	2,787.56
2003	M & O	.596220	356.70	.00	588.13	.00	944.83	88.13	.00	.00	1,032.96
	I & S	.086900	51.98	.00	85.73	.00	137.71	.00	.00	.00	137.71
	TOTAL	.683120	408.68	.00	673.86	.00	1,082.54	88.13	.00	.00	1,170.67
2002	M & O	.590210	453.24	.00	757.39	.00	1,210.63	66.99	.00	.00	1,277.62
	I & S	.099790	76.62	.00	128.05	.00	204.67	.00	.00	.00	204.67
	TOTAL	.690000	529.86	.00	885.44	.00	1,415.30	66.99	.00	.00	1,482.29
2001	M & O	.564720	316.26	.00	593.43	.00	909.69	76.67	.00	.00	986.36
	I & S	.097590	54.65	.00	102.55	.00	157.20	.00	.00	.00	157.20
	TOTAL	.662310	370.91	.00	695.98	.00	1,066.89	76.67	.00	.00	1,143.56
2000	M & O	.533960	238.75	.00	508.30	.00	747.05	5.69	.00	.00	752.74
	I & S	.108350	48.46	.00	103.14	.00	151.60	.00	.00	.00	151.60
	TOTAL	.642310	287.21	.00	611.44	.00	898.65	5.69	.00	.00	904.34
1999	M & O	.529360	182.52	.00	414.33	.00	596.85	.00	.00	.00	596.85
	I & S	.112950	38.95	.00	88.41	.00	127.36	.00	.00	.00	127.36
	TOTAL	.642310	221.47	.00	502.74	.00	724.21	.00	.00	.00	724.21
1998	M & O	.505610	208.77	.00	476.39	.00	685.16	21.37	.00	.00	706.53
	I & S	.124390	51.36	.00	117.20	.00	168.56	.00	.00	.00	168.56
	TOTAL	.630000	260.13	.00	593.59	.00	853.72	21.37	.00	.00	875.09
1997	M & O	.524810	169.28	.00	424.54	.00	593.82	10.49	.00	.00	604.31
	I & S	.075190	24.25	.00	60.82	.00	85.07	.00	.00	.00	85.07
	TOTAL	.600000	193.53	.00	485.36	.00	678.89	10.49	.00	.00	689.38
1996	M & O	.516090	216.69	.00	540.04	.00	756.73	25.81	.00	.00	782.54
	I & S	.083910	35.23	.00	87.81	.00	123.04	.00	.00	.00	123.04
	TOTAL	.600000	251.92	.00	627.85	.00	879.77	25.81	.00	.00	905.58
1995	M & O	.510030	155.81	.00	414.82	.00	570.63	.00	.00	.00	570.63
	I & S	.089970	27.49	.00	73.16	.00	100.65	.00	.00	.00	100.65
	TOTAL	.600000	183.30	.00	487.98	.00	671.28	.00	.00	.00	671.28
1994	M & O	.471740	139.32	.00	398.29	.00	537.61	1.94	.00	.00	539.55
	I & S	.098260	29.03	.00	82.97	.00	112.00	.00	.00	.00	112.00
	TOTAL	.570000	168.35	.00	481.26	.00	649.61	1.94	.00	.00	651.55

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TC298-D SELECTION: SYSTEM

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TAX COLLECTION SYSTEM

DEPOSIT DISTRIBUTION

FROM: 10/01/2017 THRU 01/31/2018

JURISDICTION: 0033 CITY OF PHARR

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EXCLUDES AG ROLLBACK

YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
1993	M & O	.465440	33.12	.00	99.36	.00	132.48	.00	.00	.00	132.48
	I & S	.104560	7.44	.00	22.32	.00	29.76	.00	.00	.00	29.76
	TOTAL	.570000	40.56	.00	121.68	.00	162.24	.00	.00	.00	162.24
1992	M & O	.447640	8.65	.00	20.60	.00	29.25	.00	.00	.00	29.25
	I & S	.112360	2.18	.00	5.17	.00	7.35	.00	.00	.00	7.35
	TOTAL	.560000	10.83	.00	25.77	.00	36.60	.00	.00	.00	36.60
ALL	M & O		13,274,278.51	.00	73,818.64	259,168.83-	13,088,928.32	44,170.86	.00	.00	13,392,268.01
ALL	I & S		1,912,676.30	.00	9,534.59	37,363.56-	1,884,847.33	.00	.00	.00	1,922,210.89
ALL	TOTAL		15,186,954.81	.00	83,353.23	296,532.39-	14,973,775.65	44,170.86	.00	.00	15,314,478.90
DLQ	M & O		218,968.12	.00	73,818.64	3,126.37-	289,660.39	44,170.86	.00	.00	336,957.62
DLQ	I & S		27,241.41	.00	9,534.59	386.16-	36,389.84	.00	.00	.00	36,776.00
DLQ	TOTAL		246,209.53	.00	83,353.23	3,512.53-	326,050.23	44,170.86	.00	.00	373,733.62
CURR	M & O		13,055,310.39	.00	.00	256,042.46-	12,799,267.93	.00	.00	.00	13,055,310.39
CURR	I & S		1,885,434.89	.00	.00	36,977.40-	1,848,457.49	.00	.00	.00	1,885,434.89
CURR	TOTAL		14,940,745.28	.00	.00	293,019.86-	14,647,725.42	.00	.00	.00	14,940,745.28

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TAX COLLECTION SYSTEM
 DEPOSIT DISTRIBUTION
 FROM: 10/01/2017 THRU 01/31/2018
 JURISDICTION: 0033 CITY OF PHARR

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 INCLUDES AG ROLLBACK

YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
2017	M & O	.567100	13,055,310.39	.00	.00	256,042.46-	12,799,267.93	.00	.00	.00	13,055,310.39
	I & S	.081900	1,885,434.89	.00	.00	36,977.40-	1,848,457.49	.00	.00	.00	1,885,434.89
	TOTAL	.649000	14,940,745.28	.00	.00	293,019.86-	14,647,725.42	.00	.00	.00	14,940,745.28
2016	M & O	.582100	132,354.10	.00	28,377.28	2,841.38-	157,890.00	25,320.87	.00	.00	186,052.25
	I & S	.071900	16,348.12	.00	3,505.12	350.96-	19,502.28	.00	.00	.00	19,853.24
	TOTAL	.654000	148,702.22	.00	31,882.40	3,192.34-	177,392.28	25,320.87	.00	.00	205,905.49
2015	M & O	.582100	43,730.92	.00	13,794.01	284.99-	57,239.94	8,854.03	.00	.00	66,378.96
	I & S	.071900	5,401.67	.00	1,703.77	35.20-	7,070.24	.00	.00	.00	7,105.44
	TOTAL	.654000	49,132.59	.00	15,497.78	320.19-	64,310.18	8,854.03	.00	.00	73,484.40
2014	M & O	.608100	17,509.82	.00	7,501.62	.00	25,011.44	3,747.14	.00	.00	28,758.58
	I & S	.071900	2,070.36	.00	887.11	.00	2,957.47	.00	.00	.00	2,957.47
	TOTAL	.680000	19,580.18	.00	8,388.73	.00	27,968.91	3,747.14	.00	.00	31,716.05
2013	M & O	.605000	8,518.73	.00	3,832.58	.00	12,351.31	1,522.79	.00	.00	13,874.10
	I & S	.075000	1,056.09	.00	475.16	.00	1,531.25	.00	.00	.00	1,531.25
	TOTAL	.680000	9,574.82	.00	4,307.74	.00	13,882.56	1,522.79	.00	.00	15,405.35
2012	M & O	.602600	6,261.15	.00	3,563.63	.00	9,824.78	1,261.19	.00	.00	11,085.97
	I & S	.077400	804.16	.00	457.73	.00	1,261.89	.00	.00	.00	1,261.89
	TOTAL	.680000	7,065.31	.00	4,021.36	.00	11,086.67	1,261.19	.00	.00	12,347.86
2011	M & O	.602100	3,413.30	.00	2,523.86	.00	5,937.16	826.43	.00	.00	6,763.59
	I & S	.077900	441.60	.00	326.56	.00	768.16	.00	.00	.00	768.16
	TOTAL	.680000	3,854.90	.00	2,850.42	.00	6,705.32	826.43	.00	.00	7,531.75
2010	M & O	.601800	2,815.70	.00	2,336.55	.00	5,152.25	649.93	.00	.00	5,802.18
	I & S	.078200	365.87	.00	303.62	.00	669.49	.00	.00	.00	669.49
	TOTAL	.680000	3,181.57	.00	2,640.17	.00	5,821.74	649.93	.00	.00	6,471.67
2009	M & O	.601800	2,030.33	.00	1,838.22	.00	3,868.55	495.27	.00	.00	4,363.82
	I & S	.078200	263.84	.00	238.87	.00	502.71	.00	.00	.00	502.71
	TOTAL	.680000	2,294.17	.00	2,077.09	.00	4,371.26	495.27	.00	.00	4,866.53
2008	M & O	.602940	1,118.05	.00	1,251.98	.00	2,370.03	268.49	.00	.00	2,638.52
	I & S	.078910	146.32	.00	163.86	.00	310.18	.00	.00	.00	310.18
	TOTAL	.681850	1,264.37	.00	1,415.84	.00	2,680.21	268.49	.00	.00	2,948.70
2007	M & O	.596130	462.99	.00	593.81	.00	1,056.80	175.24	.00	.00	1,232.04
	I & S	.086990	67.56	.00	86.66	.00	154.22	.00	.00	.00	154.22
	TOTAL	.683120	530.55	.00	680.47	.00	1,211.02	175.24	.00	.00	1,386.26
2006	M & O	.593130	534.58	.00	738.43	.00	1,273.01	210.85	.00	.00	1,483.86
	I & S	.089990	81.11	.00	112.04	.00	193.15	.00	.00	.00	193.15
	TOTAL	.683120	615.69	.00	850.47	.00	1,466.16	210.85	.00	.00	1,677.01

YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
2005	M & O	.593130	588.02	.00	898.26	.00	1,486.28	237.74	.00	.00	1,724.02
	I & S	.089990	89.20	.00	136.29	.00	225.49	.00	.00	.00	225.49
	TOTAL	.683120	677.22	.00	1,034.55	.00	1,711.77	237.74	.00	.00	1,949.51
2004	M & O	.601650	854.74	.00	1,332.79	.00	2,187.53	303.80	.00	.00	2,491.33
	I & S	.081470	115.76	.00	180.47	.00	296.23	.00	.00	.00	296.23
	TOTAL	.683120	970.50	.00	1,513.26	.00	2,483.76	303.80	.00	.00	2,787.56
2003	M & O	.596220	356.70	.00	588.13	.00	944.83	88.13	.00	.00	1,032.96
	I & S	.086900	51.98	.00	85.73	.00	137.71	.00	.00	.00	137.71
	TOTAL	.683120	408.68	.00	673.86	.00	1,082.54	88.13	.00	.00	1,170.67
2002	M & O	.590210	453.24	.00	757.39	.00	1,210.63	66.99	.00	.00	1,277.62
	I & S	.099790	76.62	.00	128.05	.00	204.67	.00	.00	.00	204.67
	TOTAL	.690000	529.86	.00	885.44	.00	1,415.30	66.99	.00	.00	1,482.29
2001	M & O	.564720	316.26	.00	593.43	.00	909.69	76.67	.00	.00	986.36
	I & S	.097590	54.65	.00	102.55	.00	157.20	.00	.00	.00	157.20
	TOTAL	.662310	370.91	.00	695.98	.00	1,066.89	76.67	.00	.00	1,143.56
2000	M & O	.533960	238.75	.00	508.30	.00	747.05	5.69	.00	.00	752.74
	I & S	.108350	48.46	.00	103.14	.00	151.60	.00	.00	.00	151.60
	TOTAL	.642310	287.21	.00	611.44	.00	898.65	5.69	.00	.00	904.34
1999	M & O	.529360	182.52	.00	414.33	.00	596.85	.00	.00	.00	596.85
	I & S	.112950	38.95	.00	88.41	.00	127.36	.00	.00	.00	127.36
	TOTAL	.642310	221.47	.00	502.74	.00	724.21	.00	.00	.00	724.21
1998	M & O	.505610	208.77	.00	476.39	.00	685.16	21.37	.00	.00	706.53
	I & S	.124390	51.36	.00	117.20	.00	168.56	.00	.00	.00	168.56
	TOTAL	.630000	260.13	.00	593.59	.00	853.72	21.37	.00	.00	875.09
1997	M & O	.524810	169.28	.00	424.54	.00	593.82	10.49	.00	.00	604.31
	I & S	.075190	24.25	.00	60.82	.00	85.07	.00	.00	.00	85.07
	TOTAL	.600000	193.53	.00	485.36	.00	678.89	10.49	.00	.00	689.38
1996	M & O	.516090	216.69	.00	540.04	.00	756.73	25.81	.00	.00	782.54
	I & S	.083910	35.23	.00	87.81	.00	123.04	.00	.00	.00	123.04
	TOTAL	.600000	251.92	.00	627.85	.00	879.77	25.81	.00	.00	905.58
1995	M & O	.510030	155.81	.00	414.82	.00	570.63	.00	.00	.00	570.63
	I & S	.089970	27.49	.00	73.16	.00	100.65	.00	.00	.00	100.65
	TOTAL	.600000	183.30	.00	487.98	.00	671.28	.00	.00	.00	671.28
1994	M & O	.471740	139.32	.00	398.29	.00	537.61	1.94	.00	.00	539.55
	I & S	.098260	29.03	.00	82.97	.00	112.00	.00	.00	.00	112.00
	TOTAL	.570000	168.35	.00	481.26	.00	649.61	1.94	.00	.00	651.55

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TAX COLLECTION SYSTEM
DEPOSIT DISTRIBUTION
FROM: 10/01/2017 THRU 01/31/2018
JURISDICTION: 0033 CITY OF PHARR

PAGE: 56
INCLUDES AG ROLLBACK

YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
1993	M & O	.465440	33.12	.00	99.36	.00	132.48	.00	.00	.00	132.48
	I & S	.104560	7.44	.00	22.32	.00	29.76	.00	.00	.00	29.76
	TOTAL	.570000	40.56	.00	121.68	.00	162.24	.00	.00	.00	162.24
1992	M & O	.447640	8.65	.00	20.60	.00	29.25	.00	.00	.00	29.25
	I & S	.112360	2.18	.00	5.17	.00	7.35	.00	.00	.00	7.35
	TOTAL	.560000	10.83	.00	25.77	.00	36.60	.00	.00	.00	36.60
ALL	M & O		13,277,981.93	.00	73,818.64	259,168.83-	13,092,631.74	44,170.86	.00	.00	13,395,971.43
ALL	I & S		1,913,134.19	.00	9,534.59	37,363.56-	1,885,305.22	.00	.00	.00	1,922,668.78
ALL	TOTAL		15,191,116.12	.00	83,353.23	296,532.39-	14,977,936.96	44,170.86	.00	.00	15,318,640.21
DLQ	M & O		222,671.54	.00	73,818.64	3,126.37-	293,363.81	44,170.86	.00	.00	340,661.04
DLQ	I & S		27,699.30	.00	9,534.59	386.16-	36,847.73	.00	.00	.00	37,233.89
DLQ	TOTAL		250,370.84	.00	83,353.23	3,512.53-	330,211.54	44,170.86	.00	.00	377,894.93
CURR	M & O		13,055,310.39	.00	.00	256,042.46-	12,799,267.93	.00	.00	.00	13,055,310.39
CURR	I & S		1,885,434.89	.00	.00	36,977.40-	1,848,457.49	.00	.00	.00	1,885,434.89
CURR	TOTAL		14,940,745.28	.00	.00	293,019.86-	14,647,725.42	.00	.00	.00	14,940,745.28

TAX COLLECTION SYSTEM
TAX COLLECTOR MONTHLY REPORT
FROM 10/01/2017 TO 01/31/2018

EXCLUDES AG ROLLBACK

FISCAL START: 10/01/2017 END: 09/30/2018 JURISDICTION: 0033 CITY OF PHARR

	CERT TAXABLE VALUE	ADJUSTMENTS	ADJ TAX VALUE	TAX RATE	TAX LEVY	PAID ACCTS
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CURRENT YEAR	2,896,170,470	5,589,942	2,901,760,412	00.649000	18,657,419.81	19,808
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YEAR	TAXES DUE	MONTH ADJ	ADJUSTMENT YTD	LEVY PAID	PAID YTD	BALANCE	COLL %	YTD UNCOLL
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2017	18,625,154.58	32,265.23	32,265.23	14,940,745.28	14,940,745.28	3,716,674.53	80.08	0.00
2016	704,946.53	3,063.34-	3,063.34-	147,706.44	147,706.44	554,176.75	21.04	0.00
2015	400,586.01	1,258.90	1,258.90	48,432.19	48,432.19	353,412.72	12.05	0.00
2014	233,502.22	840.52	840.52	18,805.23	18,805.23	215,537.51	8.02	0.00
2013	160,958.84	708.51	708.51	8,753.03	8,753.03	152,914.32	5.41	0.00
2012	126,197.63	151.02	151.02	6,196.92	6,196.92	120,151.73	4.90	0.00
2011	109,321.59	66.59-	66.59-	3,854.90	3,854.90	105,400.10	3.53	0.00
2010	103,973.62	.00	0.00	3,181.57	3,181.57	100,792.05	3.06	0.00
2009	97,474.72	.00	0.00	2,294.17	2,294.17	95,180.55	2.35	0.00
2008	76,590.69	.00	0.00	1,264.37	1,264.37	75,326.32	1.65	0.00
2007	65,963.46	.00	0.00	530.55	530.55	65,432.91	.80	0.00
2006	62,876.16	.00	0.00	615.69	615.69	62,260.47	.98	0.00
2005	56,535.90	.00	0.00	677.22	677.22	55,858.68	1.20	0.00
2004	54,901.24	5.74-	5.74-	970.50	970.50	53,925.00	1.77	0.00
2003	44,173.45	.00	0.00	408.68	408.68	43,764.77	.93	0.00
2002	37,558.06	3.80-	3.80-	529.86	529.86	37,024.40	1.41	0.00
2001	28,128.38	6.62-	6.62-	370.91	370.91	27,750.85	1.32	0.00
2000	24,755.10	3.40-	3.40-	287.21	287.21	24,464.49	1.16	0.00
1999	19,416.10	.00	0.00	221.47	221.47	19,194.63	1.14	0.00
1998	14,953.39	.00	0.00	260.13	260.13	14,693.26	1.74	0.00
1997	14,389.00	.00	0.00	193.53	193.53	14,195.47	1.34	0.00
1996	60,023.37	.00	0.00	654.96	654.96	59,368.41	1.09	0.00
****	21,122,380.04	32,074.69	32,074.69	15,186,954.81	15,186,954.81	5,967,499.92		0.00

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TAX COLLECTION SYSTEM
TAX COLLECTOR MONTHLY REPORT
FROM 10/01/2017 TO 01/31/2018

PAGE: 11
AG ROLLBACK ONLY

FISCAL START: 10/01/2017 END: 09/30/2018 JURISDICTION: 0033 CITY OF PHARR

	CERT TAXABLE VALUE	ADJUSTMENTS	ADJ TAX VALUE	TAX RATE	TAX LEVY	PAID ACCTS
	-----	-----	-----	-----	-----	-----
CURRENT YEAR	0	0	0	00.654000	13,761.07	2
	-----	-----	-----	-----	-----	-----

YEAR	TAXES DUE	MONTH ADJ	ADJUSTMENT YTD	LEVY PAID	PAID YTD	BALANCE	COLL %	YTD UNCOLL
	-----	-----	-----	-----	-----	-----	-----	-----
2016	13,761.07	.00	0.00	995.78	995.78	12,765.29	7.24	0.00
2015	14,380.34	.00	0.00	700.40	700.40	13,679.94	4.87	0.00
2014	15,905.87	.00	0.00	774.95	774.95	15,130.92	4.87	0.00
2013	17,678.68	.00	0.00	821.79	821.79	16,856.89	4.65	0.00
2012	18,678.01	.00	0.00	868.39	868.39	17,809.62	4.65	0.00
2011	0.00	.00	0.00	0.00	0.00	0.00		0.00
****	80,403.97	.00	0.00	4,161.31	4,161.31	76,242.66		0.00

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TAX COLLECTION SYSTEM
TAX COLLECTOR MONTHLY REPORT
FROM 10/01/2017 TO 01/31/2018

PAGE: 22
INCLUDES AG ROLLBACK

FISCAL START: 10/01/2017 END: 09/30/2018 JURISDICTION: 0033 CITY OF PHARR

	CERT TAXABLE VALUE	ADJUSTMENTS	ADJ TAX VALUE	TAX RATE	TAX LEVY	PAID ACCTS
	-----	-----	-----	-----	-----	-----
CURRENT YEAR	2,896,170,470	5,589,942	2,901,760,412	00.649000	18,657,419.81	19,808
	-----	-----	-----	-----	-----	-----

YEAR	TAXES DUE	MONTH ADJ	ADJUSTMENT YTD	LEVY PAID	PAID YTD	BALANCE	COLL %	YTD UNCOLL
	-----	-----	-----	-----	-----	-----	-----	-----
2017	18,625,154.58	32,265.23	32,265.23	14,940,745.28	14,940,745.28	3,716,674.53	80.08	0.00
2016	718,707.60	3,063.34-	3,063.34-	148,702.22	148,702.22	566,942.04	20.78	0.00
2015	414,966.35	1,258.90	1,258.90	49,132.59	49,132.59	367,092.66	11.80	0.00
2014	249,408.09	840.52	840.52	19,580.18	19,580.18	230,668.43	7.82	0.00
2013	178,637.52	708.51	708.51	9,574.82	9,574.82	169,771.21	5.34	0.00
2012	144,875.64	151.02	151.02	7,065.31	7,065.31	137,961.35	4.87	0.00
2011	109,321.59	66.59-	66.59-	3,854.90	3,854.90	105,400.10	3.53	0.00
2010	103,973.62	.00	0.00	3,181.57	3,181.57	100,792.05	3.06	0.00
2009	97,474.72	.00	0.00	2,294.17	2,294.17	95,180.55	2.35	0.00
2008	76,590.69	.00	0.00	1,264.37	1,264.37	75,326.32	1.65	0.00
2007	65,963.46	.00	0.00	530.55	530.55	65,432.91	.80	0.00
2006	62,876.16	.00	0.00	615.69	615.69	62,260.47	.98	0.00
2005	56,535.90	.00	0.00	677.22	677.22	55,858.68	1.20	0.00
2004	54,901.24	5.74-	5.74-	970.50	970.50	53,925.00	1.77	0.00
2003	44,173.45	.00	0.00	408.68	408.68	43,764.77	.93	0.00
2002	37,558.06	3.80-	3.80-	529.86	529.86	37,024.40	1.41	0.00
2001	28,128.38	6.62-	6.62-	370.91	370.91	27,750.85	1.32	0.00
2000	24,755.10	3.40-	3.40-	287.21	287.21	24,464.49	1.16	0.00
1999	19,416.10	.00	0.00	221.47	221.47	19,194.63	1.14	0.00
1998	14,953.39	.00	0.00	260.13	260.13	14,693.26	1.74	0.00
1997	14,389.00	.00	0.00	193.53	193.53	14,195.47	1.34	0.00
1996	60,023.37	.00	0.00	654.96	654.96	59,368.41	1.09	0.00
****	21,202,784.01	32,074.69	32,074.69	15,191,116.12	15,191,116.12	6,043,742.58		0.00

TAX COLLECTION SYSTEM
 DEPOSIT DISTRIBUTION
 JURISDICTION SUMMARY
 FROM: 01/01/2018 THRU 01/31/2018
 JURISDICTION: ALL

UPDATE MODE

ACCOUNT	YEAR	DEPOSIT	LEVY COLLECTED	RENDITION PENALTY	P & I COLLECTED	RENDITION P & I	RENDITION DISCOUNT	APPRAISAL COMMISSION	DISBURSEMENT AMOUNT
CURR FOR 0028 CITY OF MERCEDES			15,999.13	1,503.49	0.00	0.00	0.00	75.18	15,923.95
BY COUNTY 108			15,999.13	1,503.49	0.00	0.00	0.00	75.18	15,923.95
DELQ FOR 0028 CITY OF MERCEDES			504.66	45.88	121.12	11.01	0.00	2.84	622.94
BY COUNTY 108			504.66	45.88	121.12	11.01	0.00	2.84	622.94
TOTAL FOR 0028 CITY OF MERCEDES			16,503.79	1,549.37	121.12	11.01	0.00	78.02	16,546.89
BY COUNTY 108			16,503.79	1,549.37	121.12	11.01	0.00	78.02	16,546.89
CURR FOR 0029 CITY OF HIDALGO			6,248.59	596.12	0.00	0.00	0.00	29.81	6,218.78
BY COUNTY 108			6,248.59	596.12	0.00	0.00	0.00	29.81	6,218.78
DELQ FOR 0029 CITY OF HIDALGO			458.60	60.64	149.36	20.20	0.00	4.05	603.91
BY COUNTY 108			458.60	60.64	149.36	20.20	0.00	4.05	603.91
TOTAL FOR 0029 CITY OF HIDALGO			6,707.19	656.76	149.36	20.20	0.00	33.86	6,822.69
BY COUNTY 108			6,707.19	656.76	149.36	20.20	0.00	33.86	6,822.69
CURR FOR 0032 CITY OF MISSION			58,551.56	5,457.90	0.00	0.00	0.00	272.91	58,278.65
BY COUNTY 108			58,551.56	5,457.90	0.00	0.00	0.00	272.91	58,278.65
DELQ FOR 0032 CITY OF MISSION			934.96	132.20	304.25	39.00	0.00	8.58	1,230.63
BY COUNTY 108			934.96	132.20	304.25	39.00	0.00	8.58	1,230.63
TOTAL FOR 0032 CITY OF MISSION			59,486.52	5,590.10	304.25	39.00	0.00	281.49	59,509.28
BY COUNTY 108			59,486.52	5,590.10	304.25	39.00	0.00	281.49	59,509.28
CURR FOR 0033 CITY OF PHARR			114,329.45	12,414.48	0.00	0.00	0.00	620.77	113,708.68
BY COUNTY 108			114,329.45	12,414.48	0.00	0.00	0.00	620.77	113,708.68
DELQ FOR 0033 CITY OF PHARR			1,424.85	170.75	384.09	48.75	0.00	10.97	1,797.97
BY COUNTY 108			1,424.85	170.75	384.09	48.75	0.00	10.97	1,797.97
TOTAL FOR 0033 CITY OF PHARR			115,754.30	12,585.23	384.09	48.75	0.00	631.74	115,506.65
BY COUNTY 108			115,754.30	12,585.23	384.09	48.75	0.00	631.74	115,506.65
CURR FOR 0034 CITY OF PENITAS			2,053.03	186.63	0.00	0.00	0.00	9.33	2,043.70
BY COUNTY 108			2,053.03	186.63	0.00	0.00	0.00	9.33	2,043.70
DELQ FOR 0034 CITY OF PENITAS			0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FOR 0034 CITY OF PENITAS			2,053.03	186.63	0.00	0.00	0.00	9.33	2,043.70
BY COUNTY 108			2,053.03	186.63	0.00	0.00	0.00	9.33	2,043.70
CURR FOR 0035 CITY OF LA JOYA			302.25	53.46	0.00	0.00	0.00	2.68	299.57
BY COUNTY 108			302.25	53.46	0.00	0.00	0.00	2.68	299.57
DELQ FOR 0035 CITY OF LA JOYA			0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FOR 0035 CITY OF LA JOYA			302.25	53.46	0.00	0.00	0.00	2.68	299.57
BY COUNTY 108			302.25	53.46	0.00	0.00	0.00	2.68	299.57
CURR FOR 0036 CITY OF PROGRESO			558.68	55.11	0.00	0.00	0.00	2.76	555.92
BY COUNTY 108			558.68	55.11	0.00	0.00	0.00	2.76	555.92
DELQ FOR 0036 CITY OF PROGRESO			0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FOR 0036 CITY OF PROGRESO			558.68	55.11	0.00	0.00	0.00	2.76	555.92
BY COUNTY 108			558.68	55.11	0.00	0.00	0.00	2.76	555.92



AGENDA MEMORANDUM

BOARD: City Commission

AGENDA ITEM #: 3.C.

DATE SUBMITTED: February 12, 2018

MEETING DATE: February 19, 2018

FROM: Karla Moya, Finance Director

DEPARTMENT: Finance

DIRECTOR:

Agenda Item: Financial Quarterly Report for December 31, 2017.

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason:

Issue:

Financial Consideration:

Staff Recommendation:

Alternatives:

ROUTING:

Karla Moya

Created/Initiated - 02/12/2018

Karla Moya

Approved - 02/14/2018

Patricia Rigney

Approved - 02/14/2018

City Management Office

Final Approval - 02/15/2018

City of Pharr

Comprehensive QUARTERLY Financial Report

1st Quarter – December, 2017

**Reliable, Timely, Transparent, Budgets, Trends,
Revenues, Expenditures, Resources, Debts**



Fiscal Year 2017-2018



PREPARED BY: KARLA MOYA-FINANCE DIRECTOR & FINANCE DEPARTMENT



MAYOR Ambrosio "Amos" Hernández | CITY MANAGER Juan G. Guerra, CPA

COMMISSIONERS Eleazar Guajardo | Roberto "Bobby" Carrillo | Ramiro Caballero | Daniel Chavez | Ricardo Medina | Mario Bracamontes

February 19, 2018

Mayor
City Commissioners
Citizens of Pharr

The comprehensive quarterly financial report was compiled for the purpose of updating the City's elected officials and executive staff on the fiscal health of the City.

All City fiscal data is not included in this report, only the selected major activities whose drastic change could adversely affect the City's ability to meet its obligations to the vendors, staff, and citizens.

This is the Finance Department's effort to provide timely, reliable, and transparent fiscal information so that decision makers will have up to date data to base their decisions on.

This report has been updated and prepared by the Finance Department. The figures in this report, based on the cost/benefit principle, are accurate. This report could not have been compiled without the cooperation of all of the City's Directors and City Manager. This is truly a team effort.

Should you have any questions concerning this matter, please feel free to contact me at (956) 402-4150 ext. 1907 or via email at karla.moya@pharr-tx.gov.

Respectfully,

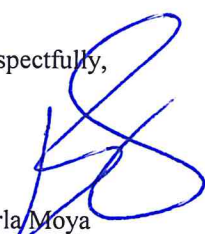

Karla Moya
Finance Director

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DETAIL OF CHANGES & TRENDS



CITY OF PHARR
DETAIL OF CHANGES AND TRENDS

December 31, 2017

FINANCIAL STATEMENTS – GOVERNMENTAL FUNDS:

Unaudited Balance Sheet:

At the end of this quarter, the General Fund had a fund balance of \$20.5 million with an unassigned amount of \$9.7 million. PEDC had a fund balance of \$11.03 million and Capital Projects had a fund balance of \$40.9 million.

Unaudited Statement of Revenues, Expenditures, and changes in Fund balance:

The General Fund revenues exceeded expenditures by \$372,000 while PEDC expenses exceeded revenues by roughly \$1.81 million due to incentives from Top Golf sale.

FINANCIAL STATEMENTS - PROPIETARY FUNDS:

Unaudited statement of net position:

At the end of this quarter, Utility fund had a total net position of \$90.02 million, \$19.68 million for Toll Bridge, \$4.00 million for Golf fund, and \$3.63 million for Event Center.

Unaudited Statement of Revenues, Expenditures, and changes in net position:

Utility fund had a gain in net position of \$1.66 million and a debt-service coverage ratio of 1.40, \$379,800 thousand gain for Toll Bridge, \$71,700 gain for Golf fund, and \$98,600 loss for Event Center.

GENERAL FUND:

Revenues:

Property tax and sales tax are budgeted at 43% of our budget. Property and sales taxes are on track to meet and exceeded the budget at 31% and 30%, respectively. Combined, property and sales tax revenues are lower than last year by 3%.

Expenditures:

At the end of the 1st quarter, all the departments stayed within their budgeted expenditures. Overall expenses increased by 218% compared to last year mainly due to an increase in transfers out.

Comparison from last year:

- Revenues show a 142% increase this year due to the issuance of Certificates of Obligations.

Summary:

The City's sales tax revenue is showing improvement compared to last year, this is mainly attributed to increase in sales tax collections.

UTILITY FUND:

Revenues:

Water and sewer usage make up 85% of the budget. Both revenue sources are within their expected percent of collection for this quarter (24%).

Expenses:

At the end of this quarter, all departments' expenses are within budget, with total expenditures being at only 6% of budget.

Comparison from last year:

Overall, revenues are slightly LOWER by 21% due to a decrease in revenue received from Texas Water Development Board Grant. Overall expenses are 45% LOWER than last year.

Summary:

The Utility's major revenues are slightly lower due to a decrease in grant revenues.

BRIDGE FUND:

Revenues:

Toll collections are budgeted at 83% of total budget. Toll collections show an increase of 4% compared to last year and vehicle crossings are showing a 5% decrease this year. This decrease is mainly due to a sharp decline in car crossings compared to last year (-14%), however, truck crossings show an increase of 8% compared to last year.

Expenses:

At the end of this quarter, all expenses were within the budget.

Comparison from last year:

Overall expenses are 16% lower than last year.

Summary:

Bridge crossing must be monitored closely. Toll revenues have increased despite reduction from crossings and expenses have decreased. Both must be monitored accordingly. Overall, the Bridge Fund is healthy.

PEDC FUND:

Revenues:

Sales Tax collections are budgeted at 31% of total budget. Sales Tax collections are higher by 3% compared to last year.

Expenses:

At the end of the quarter, total overall expenses were below or at annual budget.

Comparison from last year:

Personnel expenses are lower by 67% due to Director Position vacancy.

Summary:

Expenses must continue to be positively managed.

STATEMENT OF AVAILABLE RESOURCES

GENERAL FUND:

General cash flow is at \$4.66 million. Available resources as of December 31, 2017 are \$4.05 million.

UTILITY FUND:

Utility fund cash flow is at \$3.38 million. Current available resources are roughly \$862,650. Utility fund needs to carefully prioritize what is needed for operations to keep a healthy fund with available resources. Cash flow is expected to improve throughout next quarter.

BRIDGE FUND:

Bridge fund cash flow is healthy. Current available resources are \$1.84 million. At this time, we do not foresee any major cash flow problems with the Bridge Fund.

PEDC FUND:

PEDC fund available resources are \$6.27 million. This is due to proceeds from sale of land to Top Golf.

HIDALGO COUNTY PROPERTY TAX ASSESOR & COLLECTOR REPORT

Current property taxes collections per what we have received from the County are higher this year by 0.30%. Total collected reported by County is **\$6,984,189.01**. Delinquent property Tax collections are lower this year by 0.05%. Total amount collected to date is **\$174,700.67**

ANALYSIS OF MAJOR REVENUE SOURCES

CURRENT PROPERTY TAX-CASH BASIS

Current tax collections are lower this year than last year by 6% or approximately \$303,000, however, collection in January were higher than expected, making up for this slight dip. Total collected up to this quarter is \$4.82 million compared to \$5.13 million last year.

DELIQUENT PROPERTY TAX-CASH BASIS

Tax collections are lower compared to last year by 3% or \$4,800. Total amount collected this fiscal year is \$148,217.

ANNUAL SALES TAX ACTIVITY ANALYSIS – FY 17/18

This activity is based on cash basis. The difference is two months of collections. To date, City's sales tax is 3% HIGHER than last year (roughly \$121,000 citywide).

SALES TAX STATE RGV COMPARISON

Pharr's sales tax rank comparison to the other Rio Grande Valley cities is at 6th place out of 10 other cities compared to prior year activity. Pharr's rank based on calendar year collection is 4th place out of 10 other valley cities.

UTILITY REVENUE ACTIVITY ANALYSIS-WATER & SEWER

Water billing and collection has shown an increase compared to last year's activity. This quarter is showing an increase of 3% in collected revenue. Sewer collected revenue increased this quarter by 1%.

UTILITY REVENUE ACTIVITY ANALYSIS-GARBAGE AND BRUSH

Garbage Collected revenue has increased by 1% compared to last year's activity. Brush collections decreased by 1%.

PHARR INTERNATIONAL BRIDGE TOLL COLLECTIONS

Collections this year have increased by 4%. The car crossings decreased by 14% compared to last year's quarter, and commercial crossings (trucks) increased by 8%. We currently have roughly \$135,000 more revenues than this time last year. We have budgeted accordingly and revenues are on track as budgeted projections.

MUNICIPAL COURT COLLECTIONS

Municipal court collections have decreased by 21% compared to this time last year. This is primarily due to less crime and citations served and collected.

PHARR EVENT CENTER

Revenues:

Event Center overall revenue has increased 3% compared to prior year. This is mainly due to more rental and facility fees revenues and concession sales at the Pharr Event Center.

Expenses:

Event Center expenses are 14% higher than last year mainly due to higher personnel expenditures.

HOTEL/MOTEL OCCUPANCY TAX ANALYSIS

Hotel/Motel Tax Collections have decreased by 46% compared to last year; a decrease of approximately \$66,500. This is due to a decrease in hotel occupancy.

TRANSFERS

- Transfer outs from General fund are contributions to General CIP Fund and to cover for Golf and CDBG's operations.
 - Transfers from Utilities are mainly for the Utilities CIP projects and for General Fund administrative expenses
 - Transfers from Bridge are to balance General Fund operations and to contribute for CIP projects as well as City Incentive agreements
-

CIP ACTIVITY ANALYSIS-QUARTERLY UPDATE

BRIDGE:

The Bridge has 3 capital projects planned, of which all have started. All three projects are in engineering phase.

UTILITY:

The Utility fund has 7 capital projects, including the new Water Transmission Mains project approved at the beginning of 2016 and funded through TWDB. All these projects have started and are currently in progress.

GENERAL CAPITAL PROJECTS

The General Capital Projects fund had 22 capital projects including the Fire Station No. 4, Civic Center Renovations, LED lighting Project and Several Street projects to improve City's infrastructure overall. The South Research and Development Center has been completed and it is open to the public.

DEBT: ISSUED & STATUS-QUARTERLY UPDATE

OUTSTANDING DEBT ISSUANCES

General Fund: There are currently three Certificates of Obligation outstanding, series 2012, series 2016 and series 2017, for a total of outstanding debt to \$36.6 million. There is one General Obligation Refunding Bond, series 2015B with a total outstanding debt of \$5.8 million. There is one outstanding Tax Note, series 2017 with a total outstanding debt of \$7.3 million.

Bridge Fund: There is one Revenue Refunding Bond outstanding; series 2015A with a total outstanding debt of \$3.2 million.

Utility Fund: All activity is normal. Next issuance that will be completed is the 2008 Revenue Refunding Bonds. The city has refunded the 2007 series with a new refunding series of \$18 million dollars. Currently \$41.4 million is outstanding.

Community Development Grant: This issuance will be completed in 2031 but can be repaid with our current debt reserves. Currently \$4.1 million is outstanding.

PEDC: This series was issued in the name of the City but is being paid by PEDC. All activity is normal. This issuance will be completed in 2032 and 2021. Currently \$15 million is outstanding which includes a \$717,000 line of credit.

OUTSTANDING CAPITAL LEASES/BANK LOANS

There are currently 10 outstanding capital leases totaling \$10.80 million. The liability ownership for the leases is distributed between the following accounts: General, Golf, Bridge and Garage. Current balance on all the leases is \$7.99 million.

INVESTMENT REPORT-QUARTERLY UPDATE

INVESTMENT REPORT SUMMARY

This report complies with all provisions of the Public Funds Investment Act and the City of Pharr's Investment's policy.

DETAILED INVESTMENT REPORT

The City has \$95,509,750 million in book market value in investments (including depository accounts).

COMPARISON OF PORTFOLIO TO POLICY LIMITS

The City is within all portfolio caps created in the City's Investment Policy. The caps are identified in "Types of securities, Limits on Maturities, and Days to Maturity.

MARKET VALUE ANALYSIS

The market value of our portfolio is at 100% of book value. Book value identifies actual costs. Market value identifies the cost/value of the investments if they were to put on the market for resale.

CALCULATION OF WEIGHTED AVERAGE MATURITY AND YIELD

Weighted average maturity is 5 days. This average is within our Investment Policy caps. This is the amount of days on average that our investments mature. Weighted average yield is 0.22%, the average yield of our investments. This average is better than our benchmarks.

YEAR TO DATE INVESTMENT TRANSACTION REPORT

No investment matured this fiscal year.

DEPOSITORY SECURITY COLLATERAL ANALYSIS

Collateral for highest Cash Balances in October and December show negative percentage due to fluctuations in daily activity from pooled cash and PEDC accounts. Nonetheless, all funds were properly collateralized at the end of the months from this quarter.

FISCAL ACTIVITY



CITY OF PHARR, TEXAS
BALANCE SHEET - UNAUDITED, UNADJUSTED, AND PRELIMINARY
GOVERNMENTAL FUNDS
FOR QUARTER ENDING DECEMBER 31, 2017

	General	Pharr Economic Development Corporation, Inc.	Capital Projects
<u>ASSETS AND DEFERRED OUTFLOWS OF RESOURCES</u>			
Cash	\$ 7,890,457	\$ 6,344,052	\$ 10,457,166
Investments	9,853,748		
Receivables (net of allowance for uncollectible):			
Property taxes	1,794,405	-	-
Warrants	8,624,531	-	-
Sales tax	2,184,116	728,039	-
Notes	-	1,490,026	-
Accounts	608,678	47,467	-
Intergovernmental	10,638	-	-
Other	200,246	107,600	-
Prepaid Items	-		-
Inventories	897,531	-	-
Land Available for Sale	-	3,567,500	-
Due from other funds	728,456	-	-
Restricted assets:			
Cash	-	312,803	30,353,384
Cash with Fiscal Agent	1,146,777	-	581,578
Intergovernmental receivable	-	-	132,140
Total assets	<u>\$ 33,939,583</u>	<u>\$ 12,597,487</u>	<u>\$ 41,524,268</u>
<u>LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCE</u>			
Liabilities:			
Accounts payable	\$ 401,774	\$ 30,961	\$ 511,404
Accrued liabilities	-	-	-
Due to other funds	-	46,603	-
Escrow accounts	1,983,340	-	99,844
Total liabilities	<u>2,385,114</u>	<u>77,564</u>	<u>611,248</u>
Deferred Inflows of Resources:			
Deferred property tax	1,794,405	-	-
Deferred accounts	608,678	-	-
Deferred warrants	8,624,531	-	-
Deferred notes	-	1,490,026	-
Total deferred inflow of resources	<u>11,027,614</u>	<u>1,490,026</u>	<u>-</u>
Fund balances:			
Nonspendable:			
Inventory	897,531	3,567,500	-
Noncurrent advances	-	-	-
Restricted:			
Economic development	-	7,462,396	-
Committed:			
Contingency	9,853,748	-	-
Assigned:			
Construction	-	-	40,913,020
Unassigned:	9,775,576	-	-
Total fund balances	<u>20,526,855</u>	<u>11,029,896</u>	<u>40,913,020</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 33,939,583</u>	<u>\$ 12,597,487</u>	<u>\$ 41,524,268</u>

CITY OF PHARR, TEXAS
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
GOVERNMENTAL FUNDS - UNAUDITED, UNADJUSTED, AND PRELIMINARY
FOR QUARTER ENDING DECEMBER 31, 2017

		General	Pharr Economic Development Corporation, Inc.	Capital Projects
REVENUES				
Taxes:				
Property	\$	5,035,530	\$ -	\$ -
Sales		3,206,846	1,068,949	-
Franchise		153,818	-	-
Other		-	-	-
Licenses and permits		156,710	-	-
Intergovernmental		58,252	-	-
Fees and charges:				
Sanitation		549,090	-	-
Brush		234,607	-	-
Other		218,361	-	-
Fines		205,602	-	-
Interest income		39,272	24,146	-
Other		121,556	74,906	-
Total revenues	\$	<u>9,979,644</u>	\$ <u>1,168,001</u>	\$ <u>-</u>
EXPENDITURES				
Current:				
General government	\$	2,151,134	\$ -	\$ -
Public safety		4,720,383	-	29,500
Highways and streets		898,364	-	273,437
Health and welfare		473,986	-	-
Culture and recreation		978,413	-	1,225,556
Economic development		-	2,111,941	-
Debt service:				
Principal		359,659	195,079	-
Interest		25,610	105,508	-
Total expenditures		<u>9,607,549</u>	<u>2,412,528</u>	<u>1,528,493</u>
Excess (deficiency) of revenues over (under) expenditures		<u>372,095</u>	<u>(1,244,527)</u>	<u>(1,528,493)</u>
OTHER FINANCING SOURCES (USES)				
Transfers in		3,166,675	307,375	26,751,217
Transfers (out)		(32,244,983)	(496,050)	-
Issuance of debt		26,516,100	-	-
Total other financing sources and uses		<u>(2,562,208)</u>	<u>(188,675)</u>	<u>26,751,217</u>
SPECIAL ITEMS				
Loss on land available for sale		-	(373,042)	-
Total special items		<u>-</u>	<u>(373,042)</u>	<u>-</u>
Net change in fund balance		(2,190,113)	(1,806,244)	25,222,724
Fund balance - beginning		22,754,602	12,869,140	15,690,296
Prior period adjustment		(37,634)	(33,000)	-
Fund balance - ending	\$	<u>20,526,855</u>	\$ <u>11,029,896</u>	\$ <u>40,913,020</u>

CITY OF PHARR, TEXAS
STATEMENT OF NET POSITION - UNAUDITED, UNADJUSTED, AND PRELIMINARY
PROPRIETARY FUNDS
FOR QUARTER ENDING DECEMBER 31, 2017

<u>ASSETS</u>	PROPRIETARY FUNDS			
	<u>Utility</u>	<u>Toll Bridge</u>	<u>Golf</u>	<u>Event Center</u>
Current assets:				
Cash	\$ 5,058,979	\$ 6,996,199	\$ 506,195	\$ 271,125
Investments	-	-	-	-
Receivables (net of allowance for uncollectible):				
Accounts	2,615,061	58,808	-	-
Other	1,629	32,000	21,884	81,413
Inventories	203,496	-	4,352	4,586
Due from other funds				-
Restricted assets:				
Cash	11,811,217	203,945	-	-
Cash with Fiscal Agent	-	2,010,000	120,000	-
Total current assets	<u>19,690,382</u>	<u>9,300,952</u>	<u>652,431</u>	<u>357,124</u>
Capital assets (net of accumulated depreciation):				
Water Rights	3,450,000	-	-	-
Land	837,036	819,645	999,342	785,224
Buildings	11,462,969	1,417,287	326,608	2,444,952
Improvements other than buildings	689,687	167,694	2,148,857	112,586
Machinery and equipment	1,129,818	1,067,865	119,455	24,471
Infrastructure	87,874,569	11,956,910	31,351	-
Construction in progress - Utility	13,191,187	-	-	-
Construction in progress - Bridge	-	508,806	-	-
Total capital assets, net of accumulated depreciation	<u>118,635,267</u>	<u>15,938,207</u>	<u>3,625,613</u>	<u>3,367,234</u>
Total noncurrent assets	<u>118,635,267</u>	<u>15,938,207</u>	<u>3,625,613</u>	<u>3,367,234</u>
<u>DEFERRED OUTFLOW OF RESOURCES</u>				
Unamortized gain / loss on refunding of debt	324,206	11,524	-	-
Total deferred outflow of resources	<u>324,206</u>	<u>11,524</u>	<u>-</u>	<u>-</u>
Total assets and deferred outflow of resources	\$ <u>138,649,855</u>	\$ <u>25,250,683</u>	\$ <u>4,278,044</u>	\$ <u>3,724,358</u>

		PROPRIETARY FUNDS			
		Utility	Toll Bridge	Golf	Event Center
<u>LIABILITIES</u>					
Current liabilities payable:					
Accounts payable	\$	431,667	73,800	1,766	4,418
Accrued liabilities		134,775	31,167	-	-
Due to other funds		-	-	-	-
Unearned revenue		-	12,221	48,681	11,150
Total current liabilities payable		<u>566,442</u>	<u>117,188</u>	<u>50,447</u>	<u>15,568</u>
Current liabilities payable from restricted assets:					
Customer deposits payable		2,259,721	-	-	-
Escrow payable		173,707	-	-	-
Matured accrued compensation		161,539	62,624	28,857	19,103
Matured capital lease		-	390,273	28,831	-
Matured bonds/notes, net		<u>2,958,000</u>	<u>605,000</u>	<u>-</u>	<u>-</u>
Total current liabilities payable from restricted assets		<u>5,552,967</u>	<u>1,057,897</u>	<u>57,688</u>	<u>19,103</u>
Total current liabilities		<u>6,119,409</u>	<u>1,175,085</u>	<u>108,135</u>	<u>34,671</u>
Noncurrent liabilities:					
Accrued compensation		484,617	187,871	86,570	57,308
Capital lease payable		-	1,392,294	83,122	-
Bonds/notes principal payable		<u>38,457,000</u>	<u>2,640,000</u>	<u>-</u>	<u>-</u>
Total noncurrent liabilities		<u>38,941,617</u>	<u>4,220,165</u>	<u>169,692</u>	<u>57,308</u>
<u>DEFERRED INFLOW OF RESOURCES</u>					
Unamortized premium		<u>3,567,644</u>	<u>170,579</u>	<u>-</u>	<u>-</u>
Total deferred inflow of resources		<u>3,567,644</u>	<u>170,579</u>	<u>-</u>	<u>-</u>
Total liabilities and deferred inflow of resources		<u>48,628,670</u>	<u>5,565,829</u>	<u>277,826</u>	<u>91,979</u>
<u>NET POSITION</u>					
Invested in capital assets, net of related debt		76,313,565	12,915,277	3,596,782	3,367,234
Restricted for:					
Debt service		4,828,814	1,047,658	-	-
Capital projects		7,700,613	2,010,000	120,000	-
Unrestricted		<u>1,178,193</u>	<u>3,711,919</u>	<u>283,436</u>	<u>265,146</u>
Total net position	\$	<u><u>90,021,185</u></u>	<u><u>19,684,854</u></u>	<u><u>4,000,218</u></u>	<u><u>3,632,379</u></u>

CITY OF PHARR, TEXAS
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
PROPRIETARY FUNDS - UNAUDITED, UNADJUSTED, AND PRELIMINARY
FOR QUARTER ENDING DECEMBER 31, 2017

		PROPRIETARY FUNDS			
		Utility	Toll Bridge	Golf	Event Center
Operating revenues:					
Charges for sales and services:					
Water sales	\$	1,915,357	\$ -	\$ -	\$ -
Sewer service		1,396,830	-	-	-
Tap fees		88,210	-	-	-
Toll fees		-	3,384,209	-	-
Golf services		-	-	185,978	-
Concession		-	-	9,336	36,893
Other		11,637	82,013	23,595	41,848
Total operating revenues		<u>3,412,034</u>	<u>3,466,222</u>	<u>218,909</u>	<u>78,741</u>
Operating expenses:					
Personnel services		710,434	258,362	155,185	88,667
Supplies and Materials		241,886	29,167	37,702	45,266
Contractual Services		690,199	633,125	66,763	44,393
Total operating expenses		<u>1,642,519</u>	<u>920,654</u>	<u>259,650</u>	<u>178,326</u>
Operating income (loss)		<u>1,769,515</u>	<u>2,545,568</u>	<u>(40,741)</u>	<u>(99,585)</u>
Nonoperating revenues (expenses):					
Investment earnings		31,204	22,686	3,195	292
Interest expense		(300)	(15,040)	(924)	-
Other		1,514	137	341	688
Total nonoperating revenues (expenses)		<u>32,418</u>	<u>7,783</u>	<u>2,612</u>	<u>980</u>
Income loss before contributions and transfers		<u>1,801,933</u>	<u>2,553,351</u>	<u>(38,129)</u>	<u>(98,605)</u>
Transfers in		-	-	109,800	-
Transfers (out)		(141,375)	(1,984,800)	-	-
Capital contributions		-	(188,817)	-	-
Changes in net position		<u>1,660,558</u>	<u>379,734</u>	<u>71,671</u>	<u>(98,605)</u>
Total net position - beginning		88,360,627	19,305,120	3,928,547	3,730,984
Total net position - ending	\$	<u><u>90,021,185</u></u>	<u><u>19,684,854</u></u>	<u><u>4,000,218</u></u>	<u><u>3,632,379</u></u>

**** Note:

<u>Debt Coverage Ratio</u>	
Total operating revenues	\$ 3,444,752
Total operating expenses	<u>1,783,894</u>
Total net revenues	<u>\$ 1,660,858</u>
2017 outstanding utility debt	\$ 4,318,239
4th quarter allocation of debt	<u>\$ 1,187,516</u>
Debt service coverage ratio ≥ 1.10	1.40

**CITY OF PHARR
GENERAL LEDGER STATUS REPORT
NON AUDITED BUDGET VS. ACTUAL
FOR PERIOD ENDING DECEMBER 31, 2017**

GENERAL FUND

	FY 17/18		PERCENT OF BUDGET	BALANCE	FY 16/17		--Variance--	
	ANNUAL BUDGET	Y-T-D ACTUAL			Y-T-D ACTUAL	Prior FY Y-T-D Actual	Amount	Percent
REVENUES								
PROPERTY TAXES	\$ 16,705,700	\$ 5,035,530	30%	\$ (11,670,170)	\$ 5,035,530	\$ 5,341,170	\$ (305,640)	-6%
SALES TAX	12,419,200	3,206,846	26%	(9,212,354)	3,206,846	3,115,913	90,933	3%
OTHER TAXES	662,600	23,253	4%	(639,347)	23,253	19,941	3,313	17%
FRANCHISE FEES	2,374,800	263,107	11%	(2,111,693)	263,107	314,763	(51,655)	-16%
RENTAL FEES	307,000	57,895	19%	(249,105)	57,895	76,923	(19,028)	-25%
SANITATION FEES	3,210,100	692,418	22%	(2,517,682)	692,418	708,731	(16,313)	-2%
DEBRIS & BRUSH FEES	1,219,800	284,985	23%	(934,815)	284,985	274,085	10,901	4%
MUNICIPAL COURT FEES AND FINES	1,541,100	225,699	15%	(1,315,401)	225,699	292,118	(66,419)	-23%
OTHER FINES AND FEES	292,500	48,206	16%	(244,294)	48,206	51,520	(3,314)	-6%
BUILDING PERMITS	425,000	107,011	25%	(317,989)	107,011	96,058	10,953	11%
OTHER LICENSES AND PERMITS	512,100	101,833	20%	(410,267)	101,833	87,509	14,324	16%
RECREATION	326,100	29,998	9%	(296,102)	29,998	-	29,998	0%
INTERFUND TRANSFERS IN	8,146,700	3,121,675	38%	(5,025,025)	3,121,675	2,823,900	297,775	11%
SERVICE FEES	893,700	171,477	19%	(722,223)	171,477	274,189	(102,712)	-37%
OTHER FINANCING SOURCES	18,978,700	19,216,100	101%	237,400	19,216,100	-	19,216,100	0%
TOTAL REVENUES	68,015,100	32,586,033	48%	(35,429,068)	32,586,033	13,476,818	19,109,215	142%
EXPENDITURES								
CITY MANAGER'S OFFICE	1,304,600	254,684	20%	1,049,916	254,684	269,280	14,596	5%
FINANCE DIRECTOR'S OFFICE	711,100	124,127	17%	586,973	124,127	142,425	18,298	13%
POLICE DEPARTMENT	14,557,300	3,599,560	25%	10,957,740	3,599,560	3,216,589	(382,971)	-12%
PURCHASING	276,900	26,281	9%	250,619	26,281	-	(26,281)	0%
MUNICIPAL COURT	556,600	120,221	22%	436,379	120,221	89,383	(30,838)	-35%
FIRE DEPARTMENT	8,627,800	1,450,399	17%	7,177,401	1,450,399	1,390,775	(59,625)	-4%
RECREATION	-	7,092	0%	(7,092)	7,092	117,901	110,809	94%
STREET MAINTENANCE	4,784,200	1,045,098	22%	3,739,102	1,045,098	1,080,071	34,973	3%
INFORMATION TECHNOLOGY	1,868,900	252,872	14%	1,616,028	252,872	320,023	67,151	21%
MEDIA	310,900	52,043	17%	258,857	52,043	25,686	(26,357)	0%
MUNICIPAL LIBRARY	1,551,600	239,626	15%	1,311,974	239,626	235,054	(4,572)	-2%
PARKS & RECREATION	4,642,500	739,876	16%	3,902,624	739,876	533,721	(206,155)	-39%
HUMAN RESOURCES	636,400	85,901	13%	550,499	85,901	66,049	(19,852)	-30%
PLANNING & CODE ENFORCEMENT	2,072,200	262,074	13%	1,810,126	262,074	261,616	(459)	0%
ENGINEERING	615,800	116,442	19%	499,358	116,442	79,822	(36,620)	-46%
SANITATION PRIVATIZATION	1,910,000	316,668	17%	1,593,332	316,668	154,763	(161,905)	0%
DEBRIS COLLECTION EXPENSE	675,000	113,029	17%	561,971	113,029	55,239	(57,790)	0%
STREET LIGHTS	700,000	129,372	18%	570,628	129,372	150,865	21,493	14%
OTHER TRANSFERS OUT	19,693,600	23,844,983	121%	(4,151,383)	23,844,983	1,596,075	(22,248,909)	-1394%
OTHER NON-DEPARTMENTAL EXP	3,828,800	794,851	21%	3,033,949	794,851	765,401	(29,450)	-4%
TOTAL EXPENDITURES	69,324,200	33,575,200	48%	35,749,000	33,575,200	10,550,736	(23,024,464)	-218%
REVENUE OVER/(UNDER EXPENDITURES)	<u>\$ (1,309,100)</u>	<u>\$ (989,167)</u>		<u>\$ 319,932</u>	<u>\$ (989,167)</u>	<u>\$ 2,926,082</u>	<u>\$ (3,915,249)</u>	

**CITY OF PHARR
GENERAL LEDGER STATUS REPORT
NON AUDITED BUDGET VS. ACTUAL
FOR PERIOD ENDING DECEMBER 31, 2017**

UTILITY FUND

	FY 17/18				FY 16/17				--Variance--	
	ANNUAL BUDGET	Y-T-D ACTUAL	PERCENT OF BUDGET	BALANCE	Y-T-D ACTUAL	Prior FY Y-T-D Actual	Amount	Percent		
REVENUES										
WATER REVENUES	\$ 8,037,500	\$ 1,966,226	24%	\$ (6,071,274)	\$ 1,966,226	\$ 1,932,171	\$ 34,055	2%		
SEWER REVENUE	5,911,500	1,434,169	24%	(4,477,331)	1,434,169	1,448,750	(14,582)	-1%		
INTEREST EARNED	21,000	31,204	149%	10,204	31,204	11,103	20,102	181%		
OTHER REVENUES	5,123,700	2,614	0%	(5,121,086)	2,614	885,633	(883,019)	-100%		
TOTAL REVENUES	19,093,700	3,434,213	18%	(15,659,487)	3,434,213	4,277,657	(843,444)	-20%		
EXPENDITURES										
BOND DEBT SERVICE EXPENSE	4,367,400	300	0%	4,367,100	300	-	(300)	0%		
ADMINISTRATION EXP	757,000	173,503	23%	583,497	173,503	152,360	(21,143)	-14%		
WATER PRODUCTION	2,050,800	443,344	22%	1,607,456	443,344	390,248	(53,096)	-14%		
WATER DISTRIBUTION EXP	4,100,700	398,877	10%	3,701,823	398,877	403,828	4,952	1%		
SEWER PLANT EXP	2,379,200	509,912	21%	1,869,288	509,912	502,449	(7,462)	-1%		
SEWER LIFT STATIONS	379,600	52,078	14%	327,522	52,078	65,015	12,937	20%		
NON-DEPARTMENTAL EXP	16,780,100	259,899	2%	16,520,201	259,899	1,795,934	1,536,035	86%		
TOTAL EXPEDITURES	30,814,800	1,837,912	6%	28,976,888	1,837,912	3,309,834	1,471,922	44%		
REVENUE OVER/(UNDER) EXPENDITURES	<u>\$ (11,721,100)</u>	<u>\$ 1,596,301</u>		<u>\$ 13,317,401</u>	<u>\$ 1,596,301</u>	<u>\$ 967,823</u>	<u>\$ 628,478</u>			

Debt Coverage Ratio:	
Revenues	\$ 3,434,213
Operating Expenses	\$ 1,837,612
Net Revenues	\$ 1,596,601
Maximum Debt	\$ 1,187,516
Debt Coverage Ratio	1.34 <-----Must be => 1.10

**CITY OF PHARR
GENERAL LEDGER STATUS REPORT
NON AUDITED BUDGET VS. ACTUAL
FOR PERIOD ENDING DECEMBER 31, 2017**

BRIDGE FUND

	FY 17/18		PERCENT OF BUDGET	BALANCE	Y-T-D ACTUAL	FY 16/17	--Variance--	
	ANNUAL BUDGET	Y-T-D ACTUAL				Prior FY Y-T-D Actual	Amount	Percent
REVENUES								
BRIDGE TOLL REVENUES	\$ 13,200,000	\$ 3,381,441	26%	\$ (9,818,559)	\$ 3,381,441	\$ 3,243,181	\$ 138,261	4%
BRIDGE REVENUE FUND INTEREST EARNED	28,000	19,151	68%	(8,849)	19,151	5,903	13,247	224%
PESO EXCHANGE RATE INCOME	50,000	22,363	45%	(27,637)	22,363	8,284	14,078	170%
RENTAL INCOME	222,600	59,100	27%	(163,500)	59,100	52,100	7,000	13%
TOLL TICKET SALES	10,000	2,768	28%	(7,232)	2,768	1,858	910	49%
FINANCING DEBT FUNDS	2,410,000	-	0%	(2,410,000)	-	-	-	0%
TOTAL REVENUES	15,920,600	3,484,823	22%	(12,435,777)	3,484,823	3,311,326	173,496	5%
EXPENDITURES								
PERSONNEL	1,208,200	259,184	21%	949,016	259,184	242,529	(16,655)	-7%
SUPPLIES & MATERIALS	153,800	29,167	19%	124,633	29,167	19,785	(9,382)	-47%
BUILDING & EQUIPMENT	2,619,000	256,095	10%	2,362,905	256,095	13,821	(242,274)	-1753%
REPAIRS & MAINTENANCE	15,400	572	4%	14,828	572	210	(362)	-172%
EQUIPMENT RENTALS	44,600	628	1%	43,972	628	759	131	17%
UTILITIES	60,000	6,687	11%	53,313	6,687	9,042	2,355	26%
VEHICLE USAGE	20,400	2,213	11%	18,187	2,213	2,185	(28)	-1%
INSURANCE	40,000	31,557	79%	8,443	31,557	29,627	(1,931)	-7%
DEBT SERVICE	1,220,300	121,345	10%	985,755	121,345	1,672	(119,673)	-7157%
CONTRACTUAL SERVICES	117,000	42,938	37%	74,062	42,938	738	(42,200)	-5720%
OTHER CONTRACTUAL & SPECIAL SERVICES	803,700	162,715	20%	640,985	162,715	100,433	(62,282)	-62%
TRANSFERS OUT	10,039,200	1,984,800	20%	8,054,400	1,984,800	3,015,667	1,030,867	34%
TOTAL EXPENDITURES	16,341,600	2,897,900	18%	13,330,500	2,897,900	3,436,467	538,567	16%
REVENUE OVER/(UNDER) EXPENDITURES	<u>\$ (421,000)</u>	<u>\$ 586,923</u>		<u>\$ 894,723</u>	<u>\$ 586,923</u>	<u>\$ (125,141)</u>	<u>\$ 712,064</u>	

**CITY OF PHARR
GENERAL LEDGER STATUS REPORT
NON AUDITED BUDGET VS. ACTUAL
FOR PERIOD ENDING DECEMBER 31, 2017**

PEDC	FY 17/18				FY 16/17				--Variance--	
	ANNUAL BUDGET	Y-T-D ACTUAL	PERCENT OF BUDGET	BALANCE	Y-T-D ACTUAL	Prior FY Y-T-D Actual	Amount	Percent		
REVENUES										
SALES TAX	\$ 4,235,000	\$ 1,068,949	25%	\$ (3,166,051)	\$ 1,068,949	\$ 1,038,638	\$ 30,311	3%		
RENTAL INCOME	65,600	1,980	3%	(63,620)	1,980	2,680	(700)	-26%		
INTEREST EARNED	10,000	24,146	241%	14,146	24,146	19,800	4,346	22%		
MISC. INCOME	-	842	0%	842	842	22	820	3764%		
FINANCING / DEBT PROCEEDS	5,212,000	-	0%	(5,212,000)	-	10,098,006	(10,098,006)	-100%		
LOAN REVENUE	331,000	67,471	20%	(263,529)	67,471	62,754	4,717	8%		
SALE OF LAND/PROPERTY	800,000	-	0%	(800,000)	-	-	-	0%		
DEBT PROCEEDS TRUCKING STATION	1,573,000	-	0%	(1,573,000)	-	-	-	0%		
TRANSFER IN - GENERAL FUND	1,361,100	290,275	21%	(1,070,825)	290,275	69,400	220,875	318%		
TRANSFER IN - HOTEL / MOTEL	68,400	17,100	25%	(51,300)	17,100	-	17,100	0%		
TOTAL REVENUES	13,656,100	1,470,763	11%	(12,185,337)	1,470,763	11,291,298	(9,820,536)	-87%		
EXPENDITURES										
PERSONNEL	853,100	174,834	20%	678,266	174,834	104,888	(69,946)	-67%		
SUPPLIES & MATERIALS	20,000	8,672	43%	11,328	8,672	2,698	(5,974)	-221%		
BUILDING & EQUIPMENT	45,000	1,204	3%	43,796	1,204	2,328	1,124	48%		
EQUIPMENT RENTALS	5,000	103	2%	4,897	103	835	732	88%		
UTILITIES	10,500	2,354	22%	8,146	2,354	1,827	(526)	-29%		
ELECTRICITY	9,000	1,601	18%	7,399	1,601	2,298	697	30%		
AUTOMOTIVE	4,000	1,662	42%	2,338	1,662	277	(1,385)	-500%		
GAS & OIL	1,500	319	21%	1,181	319	79	(240)	-304%		
INSURANCE	5,400	5,792	107%	(392)	5,792	5,387	(405)	-8%		
CONTRACTUAL SERVICES	306,000	74,528	24%	231,472	74,528	103,540	29,012	28%		
OTHER CONTRACTUAL & SPECIAL SERVICES	624,300	615,647	99%	8,653	615,647	151,649	(437,793)	-289%		
DEBT SERVICE	1,786,100	201,294	11%	1,584,806	201,294	1,120,657	919,363	82%		
LAND PURCHASE	3,500,000	50,000	1%	3,450,000	50,000	-	(50,000)	0%		
CITY B-DAY PARTY	20,000	-	0%	20,000	-	-	-	0%		
PROGRAM DEVELOPMENT	1,359,000	1,283,216	94%	75,784	1,283,216	235,000	(1,048,216)	-446%		
TRANSFERS OUT OTHER-GENERAL FUND CIP	4,573,000	-	0%	4,573,000	-	33,417	33,417	100%		
TRANSFERS OUT	2,784,200	869,092	31%	1,915,108	869,092	10,177,381	9,681,331	95%		
TOTAL EXPENDITURES	15,906,100	3,290,317	21%	12,615,783	3,290,317	11,942,261	9,051,191	76%		
REVENUE OVER/(UNDER) EXPENDITURES	<u>\$ (2,250,000)</u>	<u>\$ (1,819,554)</u>		<u>\$ 430,446</u>	<u>\$ (1,819,554)</u>	<u>\$ (650,963)</u>	<u>\$ (769,345)</u>			

CITY OF PHARR
STATEMENT OF AVAILABLE RESOURCES
FOR PERIOD ENDING DECEMBER 31, 2017

	GENERAL FUND	WATER FUND	BRIDGE FUND	PEDC FUND
CASH				
OPERATING CASH	\$ -	\$ 5,212	\$ 133,990	\$ 5,011,993
CLAIM ON CASH	3,880,478	3,374,734	1,816,282	1,281,334
DUE FROM OTHER FUNDS	787,756	-	-	-
CHANGE FUND	650	2,300	4,500	-
TOTAL CASH	4,668,884	3,382,246	1,954,772	6,293,327
LIABILITIES				
ACCOUNTS PAYABLES	618,764	182,080	104,967	17,028
DUE TO OTHER FUNDS	-	-	-	-
UTILITY ACCOUNTS	-	2,337,517	-	-
TOTAL LIABILITIES	618,764	2,519,597	104,967	17,028
TOTAL AVAILABLE RESOURCES	\$ 4,050,120	\$ 862,649	\$ 1,849,805	\$ 6,276,299

msb

**PABLO "PAUL" VILLARREAL JR., ASSESSOR & COLLECTOR
CITY OF PHARR TAXES COLLECTED FOR:
DECEMBER 2017**

COMPARATIVE RATE OF COLLECTIONS

CITY OF PHARR CPR (33)	ORIGINAL TAX LEVY	COLLECTED TO DATE	DROPPED YRS AFTER PURGE	MODIF. TO DATE	TAXES OUTSTANDING	PERCENT 2017/2018	COLLECTED 2016/2017
2017 TAX ROLL	18,625,154.58	6,984,189.01	-	53,560.77	11,694,526.34	37.39%	39.42%
2016 & PRIOR YRS	2,497,225.46	174,700.67	-	559.32	2,323,084.11	6.99%	8.31%
ROLLBACK	80,403.97	44.88	-	-	80,359.09	0.06%	0.00%
TOTALS	21,202,784.01	7,158,934.56	-	54,120.09	14,097,969.54		

BREAKDOWN OF TAX COLLECTIONS AND FEES FOR THE MONTH OF DECEMBER 2017

	CITY OF PHARR	MONTHLY MODIFICATIONS
CURRENT YEAR-BASE TAX	5,627,641.85	(72,070.44) CURRENT
CURRENT YEAR-P&I		
PRIOR YEARS-BASE TAX	49,671.39	2,882.18 PRIOR
PRIOR YEARS-P&I	21,903.09	
ROLLBACK		ROLLBACK
ROLLBACK P&I		
ATTORNEY FEES	8,454.50	PURGED
TOTAL COLLECTIONS	5,707,670.83	(69,188.26)
LESS TRANSFERRED	4,196,016.43	
LESS IN TRANSIT	1,505,783.54	
LESS DUE TO HCAD COMM. FEE	82.86	
LESS DUE TO CO TREASURER	5,788.00	
BALANCE	-	

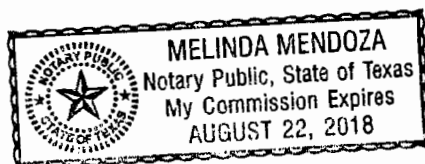
*****AFFIDAVIT*****

I, PABLO "PAUL" VILLARREAL JR., ASSESSOR-COLLECTOR OF TAXES FOR THE CITY OF PHARR, DO
SOLEMNLY SWEAR THAT THE ABOVE STATEMENT OF TAXES COLLECTED BY ME FOR
THE MONTH OF DECEMBER 2017 IS CORRECT.

Pablo Villarreal Jr.
ASSESSOR-COLLECTOR OF TAXES FOR CITY OF PHARR, TEXAS

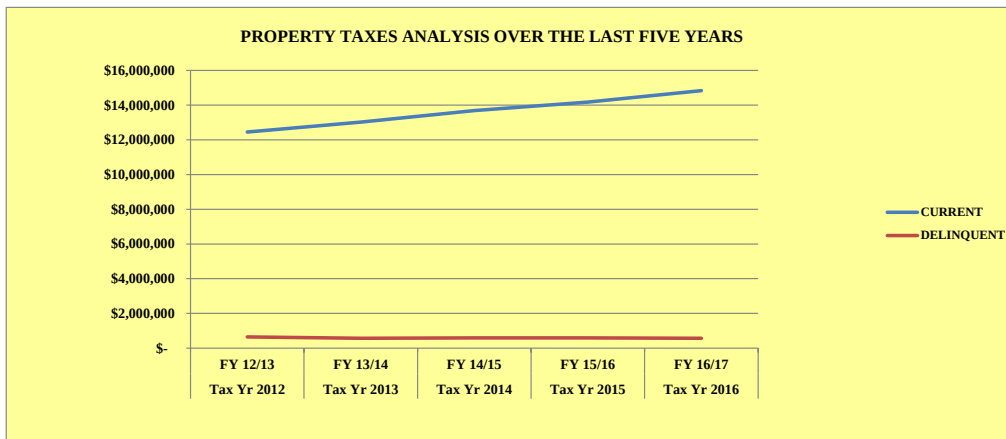
SWORN AND SUBSCRIBED BEFORE ME THIS 9th DAY OF JANUARY 2018 A.D.

Melinda Mendoza
NOTARY PUBLIC, HIDALGO COUNTY, TEXAS

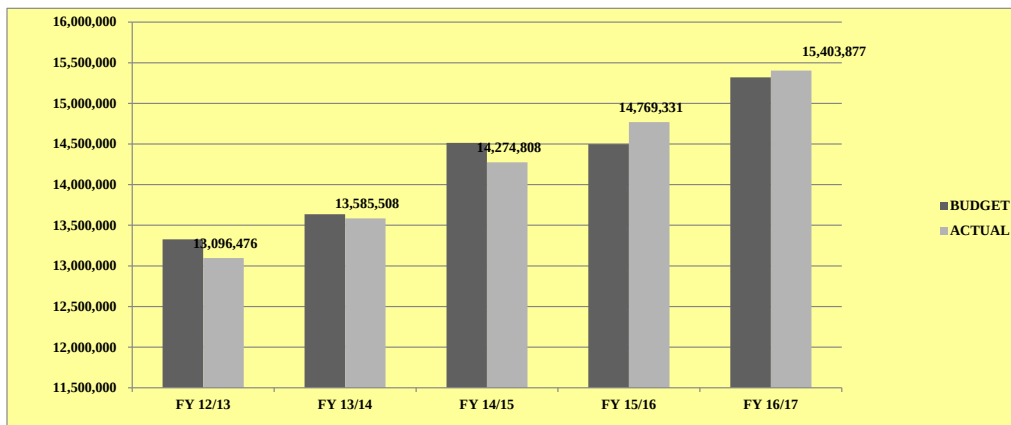


City of Pharr Property Tax Analysis - Cash Collections

-The following graph shows the trend of current and delinquent property taxes over the last five fiscal years:



-The following graph shows the comparison of property taxes budget versus actual for current and delinquent combined:



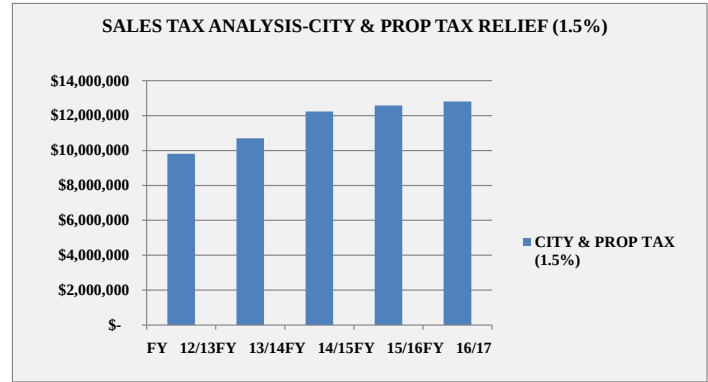
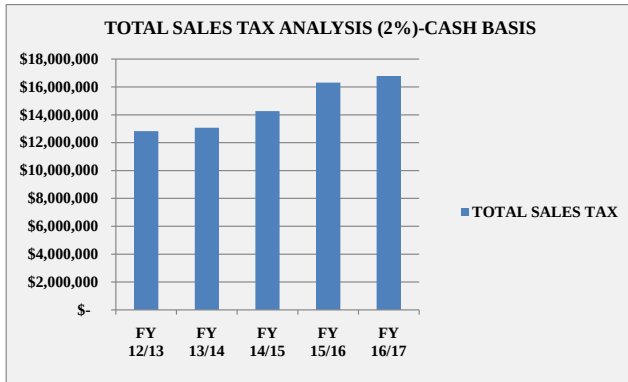
-The following is the net favorable/ (unfavorable) change in sales taxes for the quarter ending in December 31, 2017 compared to last fiscal year:

CURRENT				DELINQUENT			
MONTH	Tax Yr 2016		Difference		Tax Yr 2016		Difference
	FY 16/17	FY 17/18			FY 16/17	FY 17/18	
OCTOBER	\$ 55,584	\$ 78,338	\$ 22,754	↓ -6%	\$ 43,997	\$ 56,178	\$ 12,181
NOVEMBER	875,202	874,692	(510)		62,514	43,664	(18,851)
DECEMBER	4,199,835	3,874,617	(325,218)		46,479	48,375	1,897
TOTAL	\$ 5,130,621	\$ 4,827,648	\$ (302,973)		\$ 152,990	\$ 148,217	\$ (4,773)
							-3%

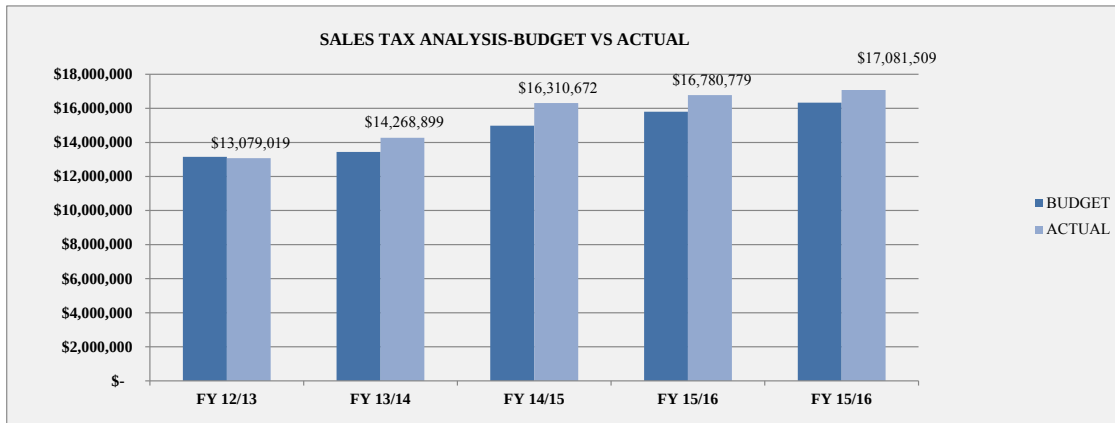
City of Pharr

Current Sales Tax Analysis - Cash Collections

-The following graph shows the trend of total sales tax over the last five fiscal years:



-The following graph shows the comparison of total sales taxes over the last five fiscal years:



-The following is the net favorable/ (unfavorable) change in sales taxes for the quarter ending in December 31, 2017 compared to last fiscal year:

TOTAL SALES TAX (2%) -CASH BASIS			
MONTH	FY 16/17		Difference
	FY 16/17	FY 17/18	FY 17/18 - FY 16/17
OCTOBER	\$ 1,317,281	\$ 1,374,342	\$ 57,062
NOVEMBER	1,457,436	1,537,813	80,377
DECEMBER	1,379,834	1,363,639	(16,195)
TOTAL	\$ 4,154,550	\$ 4,275,794	\$ 121,244

↑
3%

SALES TAX-CITY & PROP RELIEF (1.5%) -CASH BASIS			
MONTH	FY 16/17		Difference
	FY 16/17	FY 17/18	FY 17/18 - FY 16/17
OCTOBER	\$ 987,960	\$ 1,030,757	\$ 42,796
NOVEMBER	1,093,077	1,153,359	60,283
DECEMBER	1,034,876	1,022,729	(12,146)
TOTAL	\$ 3,115,913	\$ 3,206,846	\$ 90,933

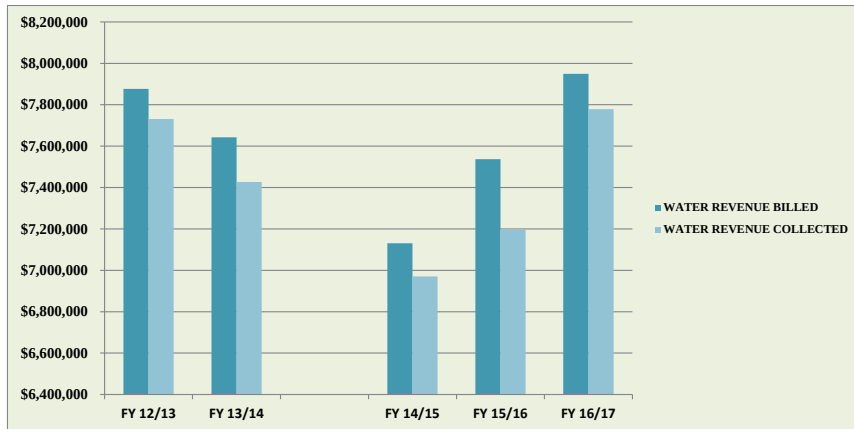
↑
3%

SALES TAX STATE COLLECTION RGV COMPARISON - DECEMBER 2017							
Valley Rank	City	Net Payment This Period	Payment Prior Year	% Change	2017 Payments To Date	2016 Payments To Date	% Change
Rank Based on Current Month Activity							
1	Harlingen	1,950,730.56	1,702,513.47	14.58%	24,007,367.90	22,558,061.64	6.42%
2	McAllen	4,390,341.47	4,254,734.05	3.19%	58,616,964.88	60,112,579.67	-2.49%
3	Brownsville	2,765,731.12	2,718,614.17	1.73%	36,383,169.53	36,934,743.53	-1.49%
4	Alamo	263,312.78	261,899.14	0.54%	3,436,853.72	3,477,245.38	-1.16%
5	Weslaco	886,379.30	881,823.37	0.52%	11,950,056.95	11,679,765.20	2.31%
6	Pharr	1,363,639.90	1,379,834.21	-1.17%	17,065,314.64	16,853,720.68	1.26%
7	Edinburg	1,624,490.61	1,644,571.30	-1.22%	20,934,767.43	21,171,250.82	-1.12%
8	San Juan	284,214.44	288,836.71	-1.60%	3,556,346.28	3,490,849.44	1.88%
9	Mission	1,111,735.70	1,175,858.75	-5.45%	14,693,032.70	15,128,819.81	-2.88%
10	Mercedes	389,815.47	430,232.63	-9.39%	6,169,085.03	6,970,719.16	-11.50%
Rank Based on Calendar Year 2017 To Date Activity							
1	Harlingen	1,950,730.56	1,702,513.47	14.58%	24,007,367.90	22,558,061.64	6.42%
2	Weslaco	886,379.30	881,823.37	0.52%	11,950,056.95	11,679,765.20	2.31%
3	San Juan	284,214.44	288,836.71	-1.60%	3,556,346.28	3,490,849.44	1.88%
4	Pharr	1,363,639.90	1,379,834.21	-1.17%	17,065,314.64	16,853,720.68	1.26%
5	Edinburg	1,624,490.61	1,644,571.30	-1.22%	20,934,767.43	21,171,250.82	-1.12%
6	Alamo	263,312.78	261,899.14	0.54%	3,436,853.72	3,477,245.38	-1.16%
7	Brownsville	2,765,731.12	2,718,614.17	1.73%	36,383,169.53	36,934,743.53	-1.49%
8	McAllen	4,390,341.47	4,254,734.05	3.19%	58,616,964.88	60,112,579.67	-2.49%
9	Mission	1,111,735.70	1,175,858.75	-5.45%	14,693,032.70	15,128,819.81	-2.88%
10	Mercedes	389,815.47	430,232.63	-9.39%	6,169,085.03	6,970,719.16	-11.50%
STATE TOTALS		443,537,427.22	408,144,535.94	8.67%	5,478,895,013.76	5,292,256,913.47	3.53%

City of Pharr Utility Revenue Activity Analysis - Cash Collections

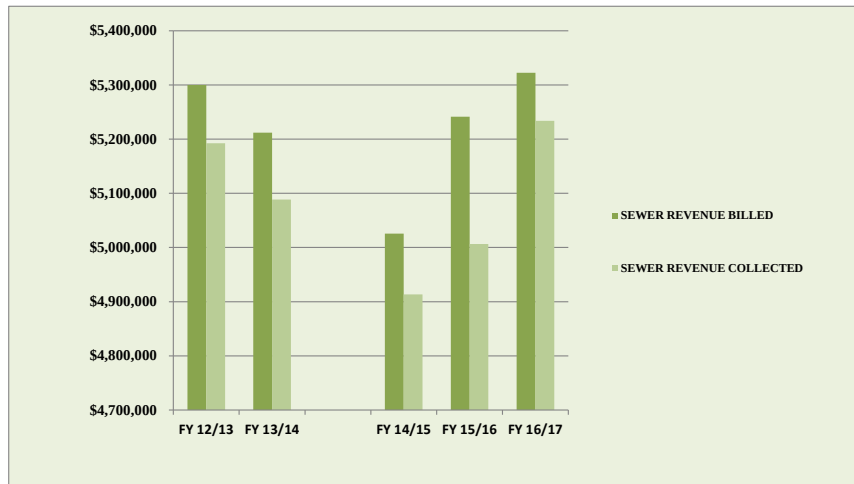
-The following graphs show the trend for Utility Revenue Activity for the last five fiscal years:

WATER



BILLED REVENUE				COLLECTED REVENUE			
	FY 16/17	FY 17/18	Difference FY 17/18 - FY 16/17		FY 16/17	FY 17/18	Difference FY 17/18 - FY 16/17
OCTOBER	\$ 651,843	\$ 658,604	\$ 6,761		\$ 782,263	\$ 777,418	\$ (4,845)
NOVEMBER	651,242	631,533	(19,709)		528,489	642,905	114,416
DECEMBER	588,013	610,045	22,032		650,621	603,431	(47,190)
	\$ 1,891,098	\$ 1,900,182	\$ 9,084		\$ 1,961,373	\$ 2,023,754	\$ 62,381
			0%				3%

SEWER

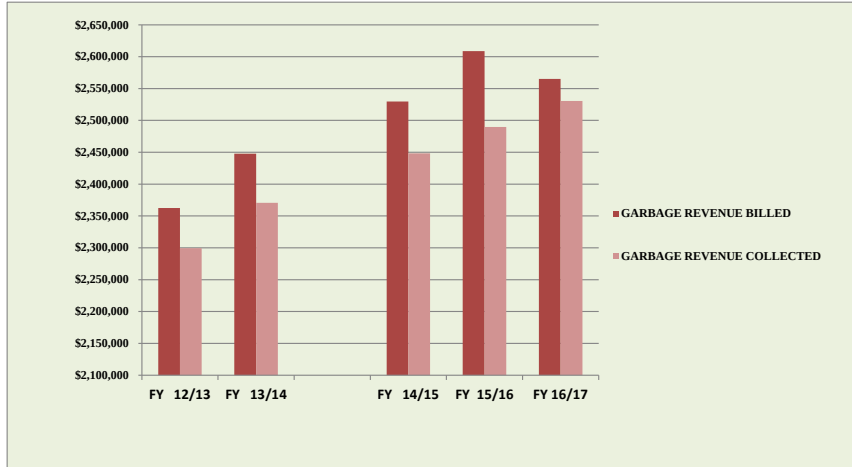


	BILLED REVENUE				COLLECTED REVENUE			
	FY 16/17	FY 17/18	Difference FY 17/18 - FY 16/17		FY 16/17	FY 17/18	Difference FY 17/18 - FY 16/17	
OCTOBER	\$ 435,753	\$ 432,579	\$ (3,174)	↓	\$ 510,551	\$ 492,458	\$ (18,093)	↑
NOVEMBER	438,834	426,267	(12,567)		356,650	413,280	56,630	
DECEMBER	412,899	416,206	3,307		432,953	402,798	(30,155)	
	\$ 1,287,486	\$ 1,275,052	\$ (12,434)		-1%	\$ 1,300,154	\$ 1,308,536	

City of Pharr

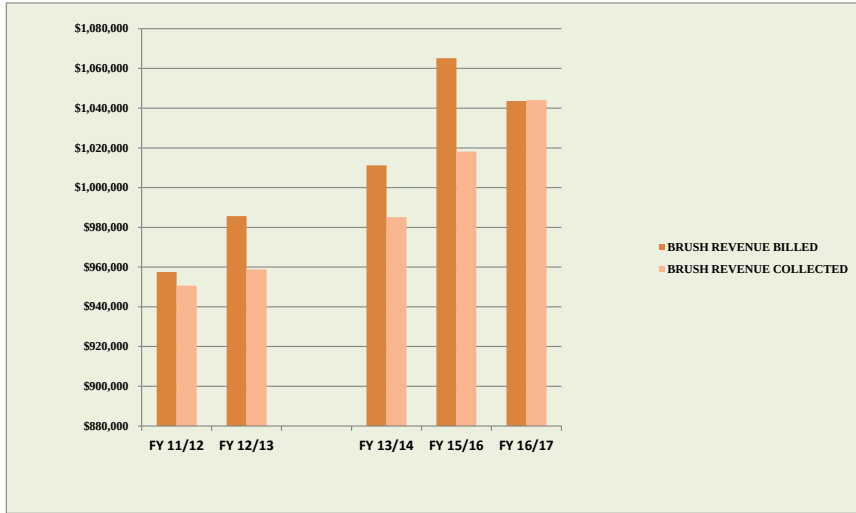
Utility Revenue Activity Analysis - Cash Collections

GARBAGE



	BILLED REVENUE				COLLECTED REVENUE			
	FY 16/17	FY 17/18	Difference FY 17/18 - FY 16/17		FY 16/17	FY 17/18	Difference FY 17/18 - FY 16/17	
OCTOBER	\$ 211,737	\$ 214,646	\$ 2,909	↑	\$ 232,527	\$ 215,554	\$ (16,973)	↑
NOVEMBER	212,561	214,466	1,905		173,486	204,503	31,017	
DECEMBER	214,876	215,312	436		205,013	195,076	(9,937)	
	\$ 639,174	\$ 644,424	\$ 5,250	1%	\$ 611,026	\$ 615,133	\$ 4,107	1%

BRUSH

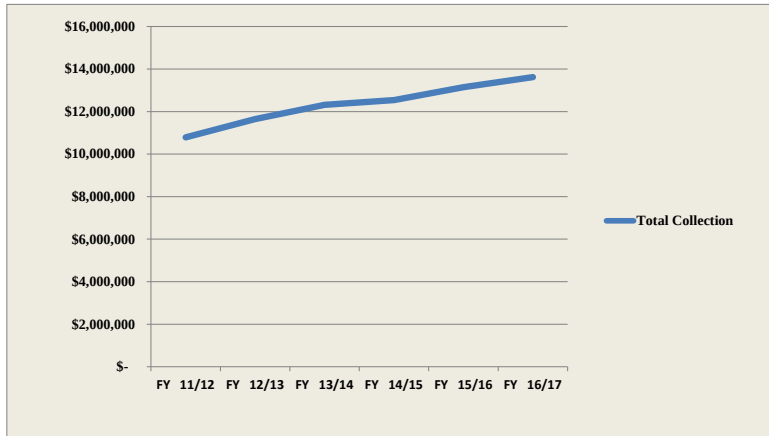


	BILLED REVENUE				COLLECTED REVENUE			
	FY 16/17	FY 17/18	Difference FY 17/18 - FY 16/17		FY 16/17	FY 17/18	Difference FY 17/18 - FY 16/17	
OCTOBER	\$ 86,220	\$ 86,975	\$ 755	↑	\$ 95,689	\$ 88,264	\$ (7,425)	↓
NOVEMBER	86,480	87,149	669		71,353	83,981	12,628	
DECEMBER	87,406	87,410	4		88,441	81,485	(6,956)	
	\$ 260,106	\$ 261,534	\$ 1,428	1%	\$ 255,483	\$ 253,730	\$ (1,753)	-1%

City of Pharr

Bridge Revenue Activity Analysis - Toll Collections

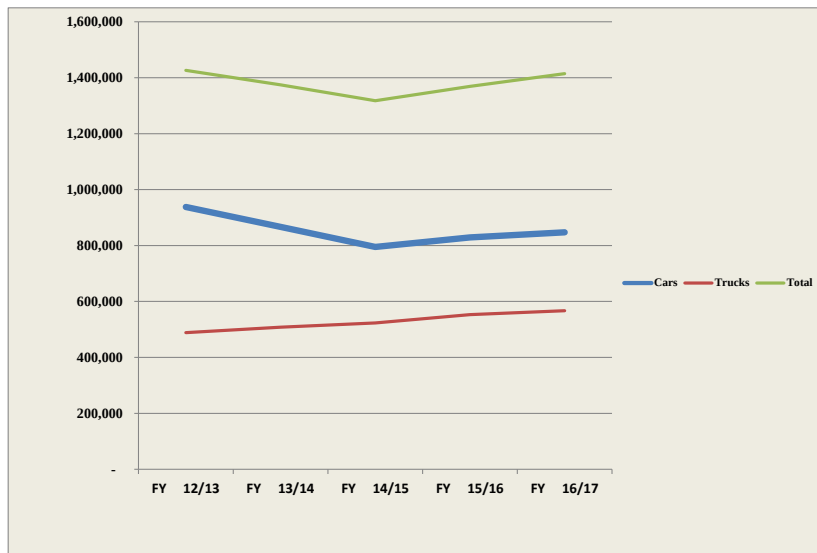
TREND ANALYSIS FOR TOLL COLLECTIONS FOR THE LAST SIX YEARS:



TOTAL TOLL COLLECTIONS PRIOR AND CURRENT YEAR

MONTH	FY 16/17		Difference	
		1143053	FY 17/18-FY 16/17	
OCTOBER	\$ 1,104,765	\$ 1,143,053	\$ 38,288	↑ 4%
NOVEMBER	1,074,969	1,136,393	61,424	
DECEMBER	1,066,836	1,101,996	35,160	
TOTAL	\$ 3,246,570	\$ 3,381,442	\$ 134,872	

TRUCKS AND CARS CROSSINGS TREND OVER THE LAST FIVE FISCAL YEARS:



TRUCKS AND CARS CROSSINGS PRIOR AND CURRENT YEAR

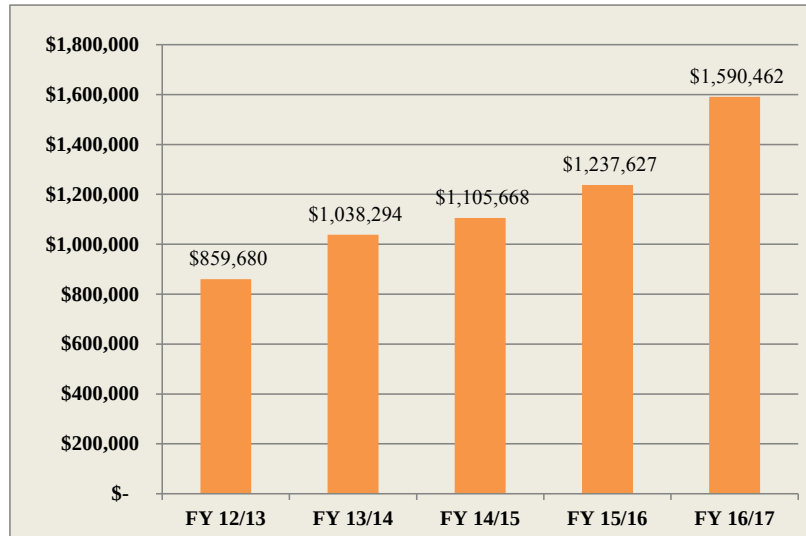
MONTH	FY 16/17		Difference	
		FY 17/18	FY 17/18-FY 16/17	
OCTOBER	116,449	112,972	(3,477)	↓ -5%
NOVEMBER	114,878	109,151	(5,727)	
DECEMBER	119,937	111,883	(8,054)	
TOTAL	\$ 351,264	\$ 334,006	\$ (17,258)	

TRUCKS	FY 16/17		Difference	
		FY 17/18	FY 17/18-FY 16/17	
OCTOBER	45,699	49,888	4,189	↑ 8%
NOVEMBER	44,183	46,606	2,423	
DECEMBER	42,379	46,367	3,988	
TOTAL	\$ 132,261	\$ 142,861	\$ 10,600	

CARS	FY 16/17		Difference	
		FY 17/18	FY 17/18-FY 16/17	
OCTOBER	70,750	63,084	(7,666)	↓ -14%
NOVEMBER	70,695	59,545	(11,150)	
DECEMBER	77,558	65,516	(12,042)	
TOTAL	\$ 219,003	\$ 188,145	\$ (30,858)	

City of Pharr Municipal Court Collections

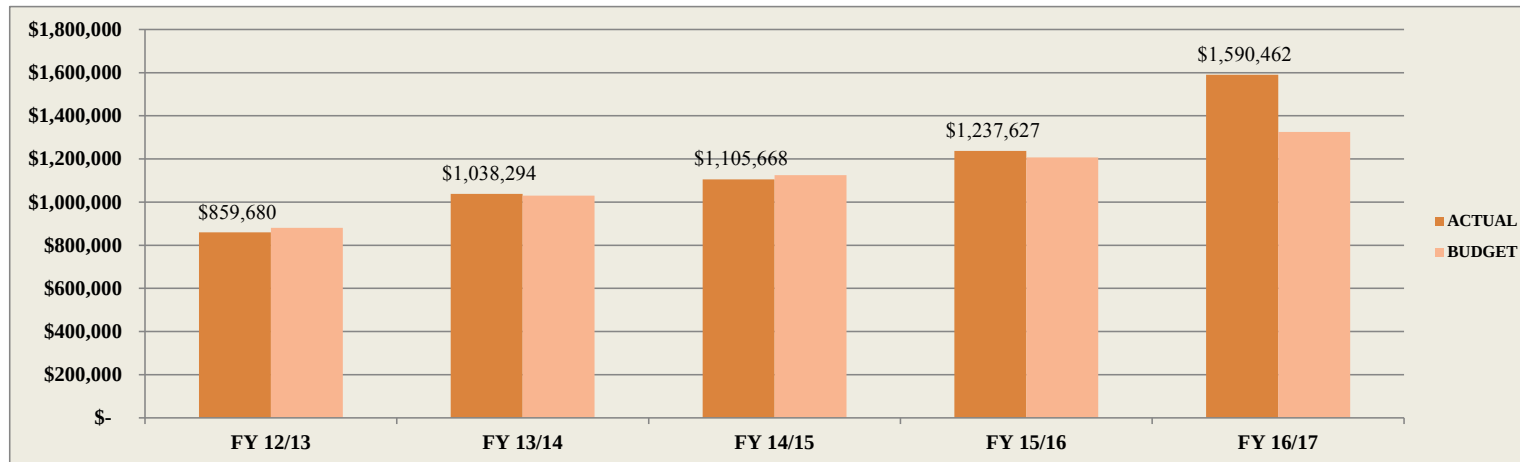
-Collection revenue five fiscal year comparison:



MONTH	Difference		
	FY 16/17	FY 17/18	FY 17/18-FY 16/17
OCTOBER	\$ 95,457	\$ 95,360	\$ (97)
NOVEMBER	99,363	76,480	(22,883)
DECEMBER	92,413	53,643	(38,770)
TOTAL	\$ 287,233	\$ 225,483	\$ (61,750)

↓
-21%

-Budget vs Actual five fiscal year comparison:



**CITY OF PHARR
GENERAL LEDGER STATUS REPORT
NON AUDITED BUDGET VS. ACTUAL
FOR PERIOD ENDING DECEMBER 31, 2017**

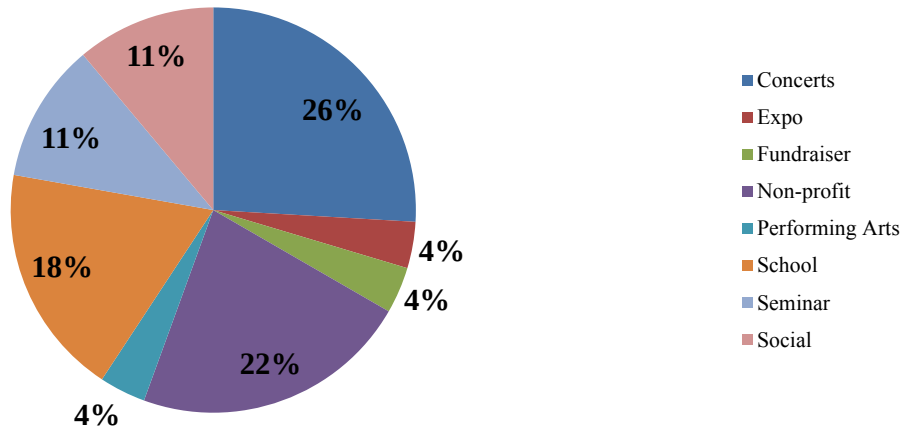
PHARR EVENT CENTER

		FY 17/18				FY 16/17		--Variance--	
		ANNUAL BUDGET	Y-T-D ACTUAL	PERCENT OF BUDGET	BALANCE	Y-T-D ACTUAL	Prior FY Y-T-D Actual	Amount	Percent
REVENUES									
PHARR EVENT CENTER RENTAL	\$	55,000	\$ 22,300	41%	\$ (32,700)	\$ 22,300	\$ 15,500	\$ 6,800	44%
PHARR EVENT CENTER -FF		25,000	6,891	28%	(18,109)	6,891.00	7,723	(832)	-11%
PHARR EVENT CENTER - CONS FEES		300,000	111,290	37%	(188,710)	111,289.51	111,704	(414)	0%
TICKETMASTER REVENUE SHARING		-	3,060	0%	3,060	3,060	1,520	1,540	101%
TRANSFER IN - HOTEL/MOTEL		398,600	-	0%	(398,600)	-	-	-	0%
INTEREST EARNED		-	292	0%	292	292	60	232	388%
MISC		-	672	0%	672	672	3,408	(2,736)	-80%
TOTAL REVENUES		778,600	144,504	19%	(634,096)	144,504	139,913	4,591	3%
EXPENDITURES									
PERSONNEL		464,800	88,667	19%	376,133	88,667	77,024	(11,643)	-15%
SUPPLIES & MATERIALS		33,000	8,600	26%	24,400	8,600	6,639	(1,960)	-30%
INVENTORY CONCESSION		95,000	36,241	38%	58,759	36,241	33,577	(2,664)	-8%
BUILDING MAINTENANCE		20,000	1,318	7%	18,682	1,318	1,132	(186)	-16%
EQUIPMENT RENTALS		2,800	425	15%	2,375	425	561	136	24%
ADVERTISING		10,000	-	0%	10,000	-	-	-	0%
AUTOMOTIVE		5,200	1,100	21%	4,100	1,100	1,125	25	2%
UTILITIES		10,000	899	9%	9,101	899	805	(94)	0%
ELECTRICITY		55,000	14,924	27%	40,076	14,924	15,890	966	6%
CONTRACTUAL SERVICES		61,800	10,958	18%	50,842	10,958	12,219	1,262	10%
INSURANCE		4,700	10,311	219%	(5,611)	10,311	2,869	(7,441)	-259%
EVENT CENTER STAFFING / RENTAL		3,000	838	28%	2,162	838	-	(838)	0%
OTHER CONTRACTUAL & SPECIAL SERVICES		19,300	2,410	12%	16,890	2,410	3,243	832	26%
TOTAL EXPENDITURES		784,600	176,690	23%	607,910	176,690	155,085	(21,605)	-14%
REVENUE OVER/(UNDER) EXPENDITURES	\$	(6,000)	\$ (32,186)		\$ (26,186)	\$ (32,186)	\$ (15,171)	\$ (17,015)	

City of Pharr
Pharr Event Center Attendance by Event Type as of December 31, 2017

Ticketed Event Type	Number of Events	Attendance	Total Concession**	Average Concession per Event
Concerts	7	7,321	65,951	9,422
Expo	1	406	367	367
Fundraiser	1	1,200	141	141
Non-profit	6	3,900	691	115
Performing Arts	1	30	94	94
School	5	4,800	3,266	653
Seminar	3	480	24	8
Social	3	3,900	6,852	2,284
	27	22,037	\$ 77,386	\$ 2,866

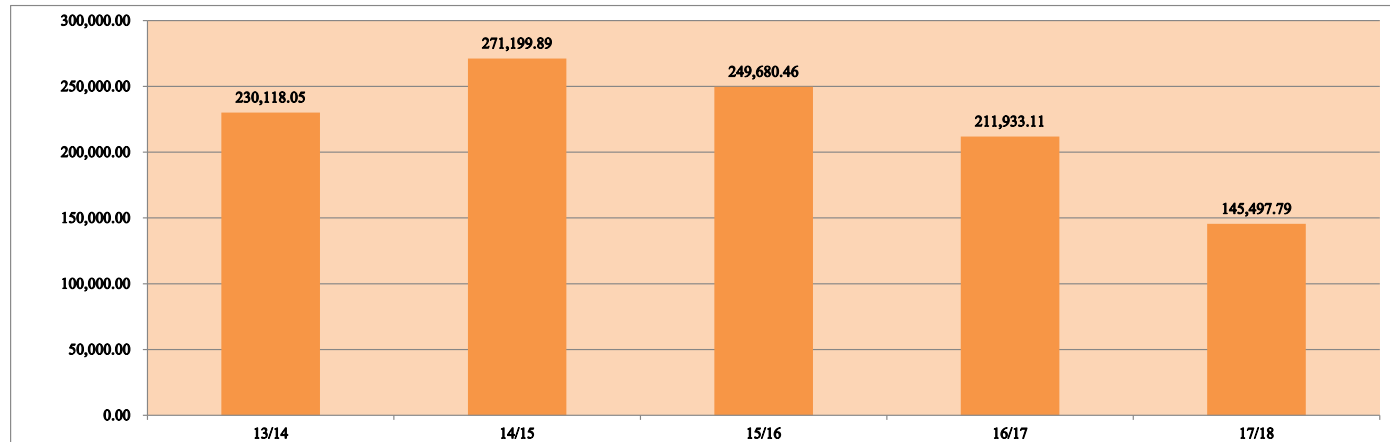
Number of Events



**CITY OF PHARR
HOTEL/MOTEL OCCUPANCY TAX**

	Q4-2013	Q1-2014	Q2-2014	Q3-2014	Q4-2014	Q1-2015	Q2-2015	Q3-2015	Q4-2015	Q1-2016	Q2-2016	Q3-2016	Q4-2016	Q1-2017	Q2-2017	Q3-2017	Q3-2017
Americas Best Value Inn/ Pharr inn & Suites	\$ 5,316	\$ 6,577	\$ 5,053	\$ 5,774	\$ 7,019	\$ 7,315	\$ 6,542	\$ 5,890	\$ 6,967	\$ 7,227	\$ 7,813	\$ 6,770	\$ 4,742	\$ 6,765	\$ 6,069	\$ 5,666	\$ 6,661
Quality Inn / Comfort Inn	9,068	10,767	9,208	10,984	12,349	13,361	10,804	10,867	12,479	12,530	10,833	11,834	12,768	10,744	9,773	7,776	7,582
Country Hearth Inn / Knights Inn & Suites	4,813	5,617	5,772	7,019	6,250	6,695	2,336	3,187	11,975	14,533	13,515	14,779	15,602	13,345	14,135	11,777	10,353
Fairwinds Executive Inn	8,828	7,314	7,118	8,869	8,941	7,842	8,442	8,299	8,639	7,286	6,890	7,694	6,908	6,372	6,182	5,718	5,795
Hampton Inn & Suites	40,988	38,213	34,019	48,213	53,464	49,019	47,669	41,467	46,414	47,525	41,742	38,806	36,254	34,573	33,040	25,139	24,284
Holiday Inn Express	37,337	40,574	40,165	41,198	41,333	41,947	39,012	37,614	38,357	40,290	36,458	30,859	31,017	32,654	24,571	22,429	18,142
King 9 Motel	2,719	2,198	2,453	2,285	2,501	2,397	2,683	2,536	3,008	2,468	2,668	2,577	2,506	2,308	2,842	2,666	2,428
La Quinta Inn # 1	34,905	33,462	35,621	38,963	45,959	35,839	34,819	36,049	35,632	36,740	32,051	30,913	28,274	30,009	27,498	21,853	18,181
La Quinta Inn # 2	18,723	20,369	19,875	22,406	23,744	32,233	18,008	17,191	17,660	20,106	17,899	16,577	13,203	17,639	10,994	13,263	11,800
Motel 6	22,640	21,151	23,654	24,167	23,040	23,234	23,501	25,233	23,864	22,767	21,773	21,020	20,084	18,127	19,102	20,304	17,642
Penn-Ann Hotel	2,007	2,092	2,198	2,041	1,955	1,682	1,514	1,720	1,555	1,742	1,481	1,357	1,498	1,608	1,334	1,309.70	-
Pharr Executive Inn	1,134	1,406	1,143	1,241	1,056	1,173	1,355	1,211	1,309	1,259	1,319	1,266	1,325	1,316	1,225	1,193	1,295
Pharr Plaza Hotel	4,999	5,107	5,517	5,500	5,226	5,596	5,334	5,335	5,389	5,032	5,258	5,115	5,269	4,740	4,629	4,319	4,916
Red Roof Inn	13,278	13,199	12,893	13,952	13,160	14,146	14,795	15,830	13,943	14,086	14,058	14,195	12,833	12,023	11,594	3,419	6,019
Sun Deck Motel	1,679	1,497	1,538	1,644	1,875	1,580		1,606	1,860	1,979	1,601	1,654	1,720	2,576	2,436	2,071	1,913
Travelodge	12,623	9,814	11,265	10,000	11,495	11,234	9,977	8,778	9,205	7,305	6,295	6,959	6,106	5,619	5,132	4,914	-
Value Place	9,061	10,657	10,782	11,985	11,832	10,634	9,995	10,906	11,423	13,429	10,524	11,406	11,538	12,263	9,371	9,348	7,625
Vecchio Motel																	
NO PAYMENT HAS BEEN RECEIVED											652	584		287	1,517	862	862
	\$ 230,118	\$ 230,014	\$ 228,274	\$ 256,241	\$ 271,200	\$ 265,927	\$ 236,786	\$ 233,719	\$ 249,680	\$ 256,956	\$ 232,761	\$ 223,780	\$ 211,933	\$ 214,196	\$ 191,418	\$ 164,026	\$ 145,498
				\$ 230,118.05				\$ 271,199.89				\$ 249,680.46			\$ 211,933.11		\$ 145,497.79
				FY 13/14				FY 14/15				FY 15/16			FY 16/17		FY 17/18
				\$ 230,118.05				\$ 271,199.89				\$ 249,680.46			\$ 211,933.11		\$ 145,498
				31,127				41,082				(21,519)			(37,747)		(66,435)
				14%				15%				-9%			-18%		-46%
				982,740				850,000				850,000			800,000		669,200
				230,118				271,200				249,680			211,933		145,498
				23%				32%				29%			26%		22%

-Revenue collection four fiscal year comparison of 4th quarter amounts only



CITY OF PHARR
TRANSFERS IN/OUT
NON AUDITED BUDGET VS. ACTUAL
FOR THE PERIOD ENDED DECEMBER 31, 2017

	PROPOSED ANNUAL BUDGET	Y-T-D ACTUAL	PERCENT OF BUDGET	BALANCE
TRANSFERS IN				
General Fund	\$ 8,146,700	\$ 3,166,675	39%	\$ (4,980,025)
CDBG	152,900	-	0%	(152,900)
Tax Notes 2017	-	7,300,000	0%	7,300,000
CO Series 2017	-	19,216,100	0%	19,216,100
Capital Projects	31,327,500	235,117	1%	(31,092,383)
Debt Service	6,128,900	807,225	13%	(5,321,675)
Utility CIP	15,937,600	-	0%	(15,937,600)
Event Center	398,600	-	0%	(398,600)
Golf	439,200	109,800	25%	(329,400)
Pharr TIRZ	211,500	-	0%	(211,500)
Pharr TIRZ #2	347,700	-	0%	(347,700)
Pharr Pharr Economic Development Corp	1,429,500	307,375	22%	(1,122,125)
PAL	-	20,833	0%	20,833
TOTAL TRANSFERS IN	64,520,100	31,163,125	48%	(33,356,975)
TRANSFERS OUT				
General Fund	22,593,600	27,093,683	120%	4,500,083
General Contingency	-	1,100,000	0%	1,100,000
Hotel/Motel	2,827,000	67,100	2%	(2,759,900)
Parkland	-	14,400	0%	14,400
Paving & Drainage	5,000,000	30,600	1%	(4,969,400)
Grants	-	235,117	0%	235,117
Utilities	16,503,100	141,375	1%	(16,361,725)
Bridge	10,039,200	1,984,800	20%	(8,054,400)
PEDC	7,357,200	496,050	7%	(6,861,150)
PHFC	200,000	-	0%	(200,000)
TOTAL TRANSFERS OUT	\$ 64,520,100	\$ 31,163,125	48%	\$ (33,356,975)

QUARTERLY UPDATES



CITY OF PHARR
CIP SCHEDULE AS OF DECEMBER 31, 2017

	Beginning Balance	Additions	Deletions	Ending Balance
Governmental:				
Civic Center Renovation	\$ 31,868	\$ 7,875	\$ -	\$ 39,743
Parks Designs and Improvements	498,449	114,886	-	613,335
Jones Box Pedestrian	9,846	-	-	9,846
Newcombe	8,437	-	-	8,437
Dr. Long Park	46,998	-	-	46,998
Jones Box Park	527,492	-	-	527,492
South Alondra	2,985	-	-	2,985
Anaya Road	41,639	62,792	-	104,431
Hi-Line	37,028	81,648	-	118,676
Owassa Road	3,182,741	17,043	-	3,199,784
Las Milpas Road	-	24,039	-	24,039
Bike Path Stripping	294,413	-	-	294,413
Thomas Turning Lanes	-	3,450	-	3,450
Traffic Sign Veterans/Eldora	18,300	1,507	-	19,807
Downtown Lighting	857,542	45,559	-	903,101
Jackson Median	-	882	-	882
LED Project	2,103,422	-	-	2,103,422
4 Year Repaving Program	6,701,377	2,188	-	6,703,565
PSJA Tri-City Pedestrian	82,191	5,863	-	88,053
Moore Road	365,368	28,466	-	393,834
South Research Center	2,768,593	1,102,796	-	3,871,389
Fire Station #4	-	29,500	-	29,500
	\$ 17,578,687	\$ 1,528,495	\$ -	\$ 19,107,182
Business-Type:				
	Beginning Balance	Additions	Deletions	Ending Balance
Water Transmission	\$ 8,512,074	\$ -	\$ -	\$ 8,512,074
Rehab LBJ Water Tower	78,570	25,263	-	103,833
Water Line Industrial to Military	-	25,025	-	25,025
Waste Water Treatment Clarifier	863,220	4,519	-	867,739
Lift Station N. 25	2,064,010	796,498	-	2,860,508
Relocation W & SW	441,519	-	-	441,519
Eldora Water Tower	-	379,604	-	379,604
Port of Entry Modernization	449,255	188,817	-	638,072
Northbound Lane Improvements	165,289	-	-	165,289
International Trade Center	117,217	-	-	117,217
	\$ 12,691,154	\$ 1,419,725	\$ -	\$ 14,110,879
Grand Total	\$ 30,269,842	\$ 2,948,220	\$ -	\$ 33,188,561

 PROJECT 100% COMPLETED

**CITY OF PHARR
OUTSTANDING DEBT ISSUANCES
AS OF DECEMBER 31, 2017**

Debt Type	Series	Interest Rate(s)	Date of Maturity	Original Issuance	Unspent Proceeds	Debt Issuances Maturity Info		
						Principal Budgeted This FY	Balance After This FY Principal	Total Outstanding As Of December 31, 2017
<u>GENERAL FUND</u>								
General Obligation Refunding Bonds	2015B	2% - 5%	8/15/2021	\$ 9,120,000	\$ -	\$ 1,710,000	\$ 4,085,000	\$ 5,795,000
Certificates of Obligation	2016	2% - 5%	8/15/2036	14,290,000	-	190,000	14,100,000	14,290,000
Certificates of Obligation	2017	4% - 5%	8/15/2037	17,240,000	17,240,000	2,640,000	14,600,000	17,240,000
Tax Notes	2017	4.25%	12/1/2024	7,300,000	7,300,000	923,101	6,376,899	7,300,000
				\$ 47,950,000	\$ 24,540,000	\$ 5,463,101	\$ 39,161,899	\$ 44,625,000
<u>INTERNATIONAL BRIDGE</u>								
Revenue Refunding Bond	2015A	2% - 5%	8/15/2022	\$ 4,440,000	\$ -	\$ 605,000	\$ 2,640,000	\$ 3,245,000
				\$ 4,440,000	\$ -	\$ 605,000	\$ 2,640,000	\$ 3,245,000
<u>WATER & SEWER</u>								
Revenue Bonds DWSRF	2007A	2.35%	9/1/2027	\$ 13,310,000	\$ -	\$ 840,000	\$ 8,660,000	\$ 9,500,000
Revenue Bonds NADBank	2007B	3.75%	9/1/2027	10,000,000	240,458	495,000	5,360,000	5,855,000
Revenue Refunding Bonds	2008	3.60%	9/1/2018	6,430,000	-	75,000	-	75,000
Revenue Bonds DWSRF	2013	2.71%	9/30/2042	8,725,000	7,894,586	255,000	7,450,000	7,705,000
Revenue Bonds DWSRF	2015	4.01%	9/1/2035	1,762,000	-	73,000	1,547,000	1,620,000
Revenue Refunding Bonds	2017	3.10%	9/1/2027	18,000,000	-	1,220,000	15,440,000	16,660,000
				\$ 58,227,000	\$ 8,135,044	\$ 2,958,000	\$ 38,457,000	\$ 41,415,000
<u>CDBG- HUD SECTION 108</u>								
\$5,600,000 HUD Section 108	2011	2.00%	8/1/2031	\$ 5,600,000	\$ -	\$ 295,000	\$ 3,835,000	\$ 4,130,000
				\$ 5,600,000	\$ -	\$ 295,000	\$ 3,835,000	\$ 4,130,000
<u>PEDC</u>								
Certificates of Obligation***	2012	4.00%	8/15/2032	\$ 7,625,000	\$ -	\$ 320,000	\$ 4,735,000	\$ 5,055,000
Bank Promissory Note	N/A	3.25%	9/30/2022	9,913,000	-	825,878	8,467,205	9,293,083
PEDC Line of Credit	2016	3.75%	6/20/2021	700,000	-	-	717,000	717,000
				\$ 18,238,000	\$ -	\$ 1,145,878	\$ 13,919,205	\$ 15,065,083
City-Wide Total				\$ 134,455,000	\$ 32,675,044	\$ 10,466,979	\$ 98,013,104	\$ 108,480,083

***Issued by the City of Pharr but paid by PEDC.

**CITY OF PHARR
OUTSTANDING CAPITAL LEASES/BANK LOANS
AS OF DECEMBER 31, 2017**

Lease Company	Leased During FY	Length of Lease	Maturity Date	Interest Rate	Lease Amount	Lease Balance	Payments - P&I	
							Monthly	Annual
1- UsBancorp	12/13	5 Yrs	12/31/2017	1.01%	\$ 832,120	\$	14,229	170,749
<i>Distribution/Owners:</i>		General Fund	87.02%		724,111		12,382	148,586
		Golf Fund	12.98%		108,009		1,847	22,163
2- UsBancorp	13/14	7 Yrs	1/31/2020	1.76%	\$ 2,097,840	\$ 955,851	\$ 26,558	\$ 318,696
<i>Distribution/Owners:</i>		General Fund	97.50%		2,045,394	931,955	25,894	310,729
		Garage Fund	2.50%		52,446	23,896	664	7,967
3- UsBancorp	13/14	5 Yrs	1/31/2019	1.33%	\$ 335,860	\$ 74,683	\$ 5,789	\$ 69,472
<i>Distribution/Owners:</i>		General Fund	100.00%		335,860	74,683	5,789	69,472
4- BB&T	14/15	7 Yrs	5/30/2022	2.00%	\$ 480,000	\$ 310,354	\$ 6,114	\$ 73,363
<i>Distribution/Owners:</i>		General Fund	100.00%		480,000	310,354	6,114	73,363
5- First Security Fincence Inc.	15/16	10 Yrs	1/14/2026	3.69%	\$ 2,685,000	\$ 2,458,129	\$ -	\$ 325,947
<i>Distribution/Owners:</i>		General Fund	100%		2,685,000	2,458,129	-	325,947
6- Signature Public Funding	15/16	3 Yrs	5/6/2019	1.68%	\$ 428,400	\$ 216,888	\$ -	\$ 72,072
<i>Distribution/Owners:</i>		General Fund	100.00%		\$ 428,400	216,888	-	72,072
7- Signature Public Funding	15/16	5 Yrs	5/6/2019	1.83%	\$ 260,814	\$ 185,049	\$ -	\$ 26,874
<i>Distribution/Owners:</i>		General Fund	100.00%		\$ 260,814	185,049	-	26,874
8- Signature Public Funding	15/16	7 Yrs	5/6/2019	2.05%	\$ 254,694	\$ 203,135	\$ -	\$ 19,237
<i>Distribution/Owners:</i>		General Fund	100.00%		\$ 254,694	203,135	-	19,237
9- Signature Public Funding	15/16	10 Yrs	5/6/2019	2.28%	\$ 979,455	\$ 846,311	\$ -	\$ 53,966
<i>Distribution/Owners:</i>		General Fund	100.00%		\$ 979,455	846,311	-	53,966
10- UsBancorp	16/17	3 Yrs	2/15/2020	1.69%	\$ 61,000	\$ 44,302	\$ 1,737	\$ 20,838
<i>Distribution/Owners:</i>		General Fund	100.00%		61,000	44,302	1,737	20,838
11- UsBancorp	16/17	5 Yrs	2/15/2022	1.95%	\$ 3,219,500	\$ 2,700,072	\$ 56,269	\$ 675,225
<i>Distribution/Owners:</i>		General Fund	19.41%		624,905	524,084	10,922	131,061
		Bridge Fund	76.05%		2,448,430	2,053,405	42,792	513,509
		Golf Fund	4.54%		146,165	122,583	2,555	30,655
					General Fund	\$ 8,155,522	\$ 5,794,890	\$ 50,455
					Bridge Fund	2,448,430	2,053,405	42,792
					Golf Fund	146,165	122,583	2,555
					Garage Fund	52,446	23,896	664
City-Wide Total					\$ 10,802,563	\$ 7,994,774	\$ 96,466	\$ 1,677,854

CITY OF PHARR, TX
Investment Report Summary
December 31, 2017

COMPLIANCE

This report complies with the requirements of the Public Funds Investment Act as well as the City of Pharr's adopted investment policy. The City is in compliance with all provisions of the Public Funds Investment Act and the City of Pharr's investment policy. The City's investment portfolio includes activity in demand deposits only, there are no other investment tools currently being utilized.

LIQUIDITY

The greatest length of maturity for all of our investments is 577 day. The weighted average maturity including demand deposits is 5 day and 88 day without demand deposits. Both of these amounts are within legal and City requirements.

CHANGE IN BOOK AND MARKET VALUE

The investment book value was roughly \$95.51 million and had increased by approximately \$28.02 million from the previous quarter. This increase was expected during this quarter due to an increase in financing funds received from issuance of Tax Notes and Certificates of Obligation.

The market value of the portfolio was the same than the book value. The reason is due to demand deposits not having a market value other than its book value. All funds are in demand deposits due to our financial institution providing a much greater interest rate than any other financing tool while being fully collateralized.

PORTFOLIO YIELD

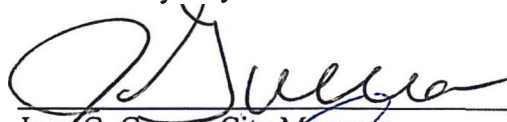
The portfolio yield of 0.22% was lower than the benchmark yields on the six-month T-Bill and Average Federal Funds Rate, which were 1.47% and 1.30% respectively (per Federal Reserve website yield postings). The spread between the portfolio yield and the benchmark yield is mainly due to the depository's unfavorable interest rate. Safety and liquidity is a greater concern than yield.

INVESTMENT MATURITIES/PURCHASES

There were no investments that were purchased during the quarter.

All other transactions were routine. The attached schedules are also a part of this investment report.

Presented by City of Pharr Investment Officers:



Juan G. Guerra, City Manager



Karla Moya, Finance Director

CITY OF PHARR, TX
Detailed Investment Report
As of December 31, 2017

Investment	Par	VALUES - September 30, 2017		Book Increase/(Decrease)		Market Increase/(Decrease)		VALUES - December 31, 2017	
		Book	Market	Purchases/ Withdrawals	Accruals/ Amortizations	Purchases & Withdrawals	Change In Market Price	Book	Market
DEMAND DEPOSITS									
Pooled Cash:									
Depository Bank - Pooled Cash	\$ 20,463,897	\$ 20,463,897	\$ 20,463,897	\$ 11,715,045	\$ -	\$ 11,715,045	\$ -	\$ 32,178,942	\$ 32,178,942
Non - Pooled Cash:									
Depository Bank - General	1,737,305	1,737,305	1,737,305	(1,055,195)	-	(1,055,195)	-	682,110	682,110
Depository Bank - Utility	7,739,357	7,739,357	7,739,357	(4,822)	-	(4,822)	-	7,734,535	7,734,535
Depository Bank - Bridge	5,539,257	5,539,257	5,539,257	74,992	-	74,992	-	5,614,249	5,614,249
Depository Bank - Other	28,058,620	28,058,620	28,058,620	16,979,872	-	16,979,872	-	45,038,492	45,038,492
	\$ 63,538,436	\$ 63,538,436	\$ 63,538,436	\$ 27,709,893	\$ -	\$ 27,709,893	\$ -	\$ 91,248,329	\$ 91,248,329
CERTIFICATES OF DEPOSIT									
Certificates of Deposit - General	\$ 300,000	\$ -	\$ -	300,000	\$ -	300,000	\$ -	\$ 300,000	\$ 300,000
Certificates of Deposit - Bridge	-	-	-	-	-	-	-	-	-
Certificates of Deposit - Hotel	-	-	-	-	-	-	-	-	-
	\$ 300,000	\$ -	\$ -	\$ 300,000	\$ -	\$ 300,000	\$ -	\$ 300,000	\$ 300,000
INVESTMENT POOLS									
Tex-Pool	\$ 3,950,591	\$ 3,950,591	\$ 3,950,591	\$ 10,830	\$ -	\$ 10,830	\$ -	\$ 3,961,421	\$ 3,961,421
TexStar - Utility	-	-	-	-	-	-	-	-	-
	\$ 3,950,591	\$ 3,950,591	\$ 3,950,591	\$ 10,830	\$ -	\$ 10,830	\$ -	\$ 3,961,421	\$ 3,961,421
	\$ 67,789,027	\$ 67,489,027	\$ 67,489,027	\$ 28,020,723	\$ -	\$ 28,020,723	\$ -	\$ 95,509,750	\$ 95,509,750

CITY OF PHARR, TX
Comparison of Portfolio to Policy Limits
As of December 31, 2017

<u>LIMITS ON TYPES OF SECURITIES</u>	<u>Target Investment Level</u>	<u>Portfolio Cap</u>	<u>Actual Percentage of Portfolio</u>	<u>Positive/(Negative) % Variance Policy Limits</u>
Demand Deposits	N/A	N/A	100.00%	N/A
Money Market Mutual Funds	0%	10%	0.00%	10.00%
Certificates of Deposit	10%	50%	1.21%	48.79%
U. S. Treasury Obligations	15%	100%	0.00%	100.00%
U. S. Government Securities	20%	100%	0.00%	100.00%
Repurchase Agreements	5%	100%	0.00%	100.00%
Public Funds Investment Pools	50%	100%	0.39%	99.61%
Commercial Paper	0%	25%	0.00%	25.00%
Guaranteed Investment Contracts	0%	25%	0.00%	25.00%

<u>LIMITS ON MATURITIES</u>	<u>Minimum Allowable Percentage of Portfolio</u>	<u>Actual Percentage of Portfolio</u>	<u>Positive/(Negative) % Variance Policy Limits</u>
Available within 1 month	25%	95.54%	70.54%
Available within 3 months	33%	99.69%	66.69%
Available within 6 months	45%	99.69%	54.69%
Available within 1 year	60%	99.69%	39.69%
Available within 2 years	70%	100.00%	30.00%

<u>Days to Maturity</u>	<u>Maximum Allowable</u>	<u>Maximum Actual Maturity</u>	<u>Policy Limit Days Available</u>
	730	577	153.00

CITY OF PHARR, TX
Market Value Analysis
As of December 31, 2017

CHANGES IN MARKET VALUE:

BEGINNING VALUE - September 30, 2017	\$	63,538,436
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INVESTMENT ACTIVITY:

Purchases	-	
Maturities - Accrued	-	
Net Changes in Market Price	-	
		-

Bank and Pooled Investment Deposits/(Withdrawals) - Net		27,709,893
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ENDING VALUE - December 31, 2017		\$91,248,329
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COMPARISON OF BOOK VALUE TO MARKET VALUE:
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BEGINNING VALUE - September 30, 2017

Market Value	63,538,436	
Book Value	63,538,436	
Ratio of Market Value to Book Value		100.00%

ENDING VALUE - December 31, 2017

Market Value	91,248,329	
Book Value	91,248,329	
Ratio of Market Value to Book Value		100.00%

CITY OF PHARR, TX
Calculation of Weighted Average Maturity and Yield
As of December 31, 2017

	<u>Market Value</u>	<u>Book Value</u>	<u># of Days To Maturity</u>	<u>Original Yield to Maturity</u>	<u>Percent of Portfolio</u>
Demand Deposits					
Depository Bank - Pooled Cash	\$32,178,942	\$32,178,942	1	0.20%	33.69%
Depository Bank - General	\$682,110	\$682,110	1	0.20%	0.71%
Depository Bank - Utility	\$7,734,535	\$7,734,535	1	0.20%	8.10%
Depository Bank - Bridge	\$5,614,249	\$5,614,249	1	0.20%	5.88%
Depository Bank - Other	<u>\$45,038,492</u>	<u>\$45,038,492</u>	1	0.20%	<u>47.16%</u>
	\$91,248,329	\$91,248,329			95.54%
Certificates of Deposit					
Certificates of Deposit - General	\$300,000	\$300,000	577	1.21%	0.31%
Certificates of Deposit - Bridge	\$0	\$0	0	0.00%	0.00%
Certificates of Deposit - Hotel	<u>\$0</u>	<u>\$0</u>	0	0.00%	<u>0.00%</u>
	\$300,000	\$300,000			0.31%
Investment Pools					
Tex-Pool	<u>\$3,961,421</u>	<u>\$3,961,421</u>	50	0.56%	<u>4.15%</u>
	\$3,961,421	\$3,961,421			4.15%
Federal Securities and Notes					
--	\$0	\$0	0	0.00%	0.00%
--	<u>\$0</u>	<u>\$0</u>	0	0.00%	<u>0.00%</u>
	\$0	\$0			0.00%
TOTAL	<u>\$95,509,750</u>	<u>\$95,509,750</u>			<u>100.00%</u>
Weighted Average Maturity					
Weighted Average Days to Maturity				4.84	
Weighted Average Days to Maturity - (excl. depository bank)				87.10	
Weighted Average Yield					
Weighted Average Yield				0.22%	
Weighted Average Yield - Operating (excluding depository bank)				0.22%	
Average Federal Fund Rate at December 31, 2017				1.30%	
Yield to Maturity of 6 month T-Bill at December 31, 2017 (secondary markets)				1.47%	

CITY OF PHARR, TX
Year To Date Investment Transaction Report
As of December 31, 2017

PURCHASES

<u>Date</u>	<u>Type</u>	<u>Investment</u>	<u>Purchased From</u>	<u>Principal Purchase Price</u>	<u>Market Value</u>	<u>Yield/Int. Discount Rate</u>	<u>Maturity Date</u>
8/17/2016	Investment Pool	Public Funds	Tex Pool	\$3,921,500	\$3,961,421	0.39%	
7/31/2017	Certificate of Deposit	Public Funds	LSNB	\$300,000	\$300,000	1.21%	7/31/2019

Total Purchases \$ 4,221,500 \$ 4,261,421

MATURITIES

<u>Date</u>	<u>Type</u>	<u>Investment</u>	<u>Matured From</u>	<u>Principal Purchase Price</u>	<u>Par Value</u>	<u>Yield/Int. Discount Rate</u>	<u>Maturity Date</u>
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Total Maturities \$ \$0 \$ -

City of Pharr
Depository Security Collateral Analysis

	OCTOBER 2017		NOVEMBER 2017		DECEMBER 2017	
	<u>Highest Bal</u>	<u>Ending Bal</u>	<u>Highest Bal</u>	<u>Ending Bal</u>	<u>Highest Bal</u>	<u>Ending Bal</u>
Depository Bank - Pooled Cash	\$ 32,211,456	\$ 29,905,922	\$ 30,381,289	\$ 28,437,307	\$ 50,149,445	\$ 32,178,942
Depository Bank - General	818,733	747,252	713,704	712,511	700,829	682,110
Depository Bank - Utility	7,821,186	7,821,186	7,738,643	7,738,643	7,734,535	7,734,535
Depository Bank - Bridge	5,563,212	5,563,212	5,575,496	5,575,496	5,614,249	5,614,249
Depository Bank - Other	30,062,794	18,502,745	19,725,481	18,468,155	46,186,875	45,038,492
Depository Bank-PEDC	3,700,904	2,212,431	2,214,443	2,140,278	5,430,823	5,425,331
	\$ 80,178,284	\$ 64,752,747	\$ 66,349,055	\$ 63,072,389	\$ 115,816,756	\$ 96,673,660
LSNB - Balance	\$ 80,178,284	\$ 64,752,747	\$ 66,349,055	\$ 63,072,389	\$ 115,816,756	\$ 96,673,660
Collateral - LSNB	\$ 76,327,716	\$ 76,327,716	\$ 70,967,907	\$ 70,967,907	\$ 99,267,339	\$ 99,267,339
Over / (Under) collateral	\$ (3,850,569)	\$ 11,574,969	\$ 4,618,852	\$ 7,895,518	\$ (16,549,417)	\$ 2,593,679
Percent of balance	* -4.8%	17.9%	7.0%	12.5%	** -14.3%	2.7%

* Highest Balance collateral in negative due to fluctuations in October daily activity from pooled cash and PEDC accounts.

** Highest Balance collateral in negative due to fluctuations in December daily activity from pooled cash and PEDC accounts (CO and Tax Notes Deposits in pooled cash and Top Golf Land sale from PEDC).



AGENDA MEMORANDUM

BOARD: City Commission

AGENDA ITEM #: 3.D.

DATE SUBMITTED: February 7, 2018

MEETING DATE: February 19, 2018

FROM: Hilda Pedraza, City Clerk

DEPARTMENT: Administration

DIRECTOR:

Agenda Item: City Events of Interest.

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason:

Issue:

Financial Consideration:

Staff Recommendation:

Alternatives:

ROUTING:

Hilda Pedraza

Created/Initiated - 02/07/2018



AGENDA MEMORANDUM

BOARD: City Commission

AGENDA ITEM #: 4.A.

DATE SUBMITTED: February 8, 2018

MEETING DATE: February 19, 2018

FROM: Hilda Pedraza, City Clerk

DEPARTMENT: Administration

DIRECTOR: Juan Guerra

Agenda Item: Approval of Minutes for February 5, 2018 Regular Called Meeting.
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Classification: Consent

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason:

Issue: Minutes for meeting held on February 5, 2018

Financial Consideration: N/A

Staff Recommendation: Approve as submitted.

Alternatives: N/A

ROUTING:

Hilda Pedraza
City Management Office

Created/Initiated - 02/08/2018
Final Approval - 02/15/2018

**MINUTES
BOARD OF COMMISSIONERS
REGULAR CALLED MEETING
MONDAY, FEBRUARY 5, 2018
118 SOUTH CAGE 2nd FLOOR**

The Board of Commissioners of the City of Pharr, Texas, met in a Regular Called Meeting on Monday, February 5, 2018 and following is the record of attendance.

BOARD OF COMMISSIONERS PRESENT: Mayor Ambrosio Hernandez
Comm. Eleazar Guajardo
Comm. Roberto “Bobby” Carrillo
Comm. Ramiro Caballero
Comm. Daniel Chavez
Comm. Ricardo Medina
Comm. Mario Bracamontes

BOARD OF COMMISSIONERS ABSENT: None

STAFF PRESENT: Juan G. Guerra, City Manager
Edward Wylie, Deputy City Manager
Hilda Pedraza, City Clerk
Omar Anzaldua, City Engineer
Gary Rodriguez, Events Center Director
Karla Moya, Finance Director
Rodolfo Martinez, Municipal Court Judge
Anali Alanis, HR Director
Joe Luengo, Interim Police Chief
Leonardo Perez, Fire Chief
Melanie Cano, Dev. Services Director
Rick Pedraza, Public Works Director
Jose Villescas, Public Utilities Director
Sergio Alanis, Parks & Rec. Director
Raul Garza, CDBG Director
Adolfo Garcia, Library
Jose Pena, I.T. Director
Luis Bazan, Bridge Director
Victor Perez, PEDC Director
Sandra Zamora, Purchasing Director
Daniel Ramirez, Communications Dir.

CITY ATTORNEY Patricia Rigney, City Attorney

ITEM 1. CALL TO ORDER

**A) ROLL CALL AND POSSIBLE ACTION ON THE EXCUSING OF ANY ABSENT
MEMBER OF THE GOVERNING BODY**

MINUTES: REGULAR CALLED MEETING
FEBRUARY 5, 2018

Mayor Hernandez called the meeting to order at 4:01 p.m. Roll call established a quorum.

B) PLEDGE OF ALLEGIANCE/INVOCATION

Juan G. Guerra, City Manager, led in the pledge of allegiance and Luis Bazan, Bridge Director, said the invocation.

ITEM 2. PUBLIC COMMENTS/PUBLIC HEARINGS

A) PUBLIC COMMENTS

Kenneth Fletcher thanked Mayor Hernandez for the State of the City Address being at no charge to the citizens and taxpayers. He further stated he signed up for public hearing and mentioned public hearings were important to inform the elected officials about any issues within the city. Mr. Fletcher briefly spoke on agenda item 8.B and stated the detention pond area was still not up to code. He further stated Costco had their sprinklers on while it was raining and two vehicles parked in the fire lanes. Mr. Fletcher further stated he noticed some violations at Stilletos such a vehicle parked on an unpaved surface acting as a sign as well as no screenings to garbage and grease traps in back area. Lastly, he stated this was the advantage of having the public help out city staff.

B) PUBLIC HEARING ON DEVELOPMENT SERVICES CASES

None.

ITEM 3. CITY MANAGER'S REPORTS

A) CITY ENGINEER'S REPORT

Juan G. Guerra, City Manager, stated City Engineer was in the audience and questions could be entertained at this time. There were no questions.

B) CITY EVENTS OF INTEREST

Juan G. Guerra, City Manager, reported on upcoming events by the Greater Pharr Chamber of Commerce. He announced a groundbreaking ceremony for the new City of Pharr and PSJA Parks would take place on Thursday, February 8, 2018 at 11:00 a.m. at 613 W. Eldora Rd. He mentioned this was a partnership between the city and the school district to build and renovate Allen & Williams Arnold Elementary City/School Park and Dr. William Long Elementary City/School Park to enhance the quality of life for our residents and provide better access for recreational activities.

MINUTES: REGULAR CALLED MEETING
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Juan G. Guerra, City Manager, reported a groundbreaking ceremony for the Pharr Nature and Birding Center would take place on Tuesday, February 13, 2018 at 11:00 a.m. at 1025 S. Birch Street. He stated the City of Pharr and Vanguard Academy have joined forces to help create and maintain this park.

Juan G. Guerra, City Manager, also reported a ribbon cutting for the European Wax Center would take place on February 20, 2018 at 11:00 a.m. at the Pharr Town Center and an Appreciation Golf Tournament for our Winter Texan Community on February 26, 2018 at 9:00 a.m. at Tierra Del Sol Golf Course. He stated there were thirty (30) teams already registered and our Winter Texan community was excited for another successful tournament.

Lastly, Mr. Guerra announced the Pharr Events Center would be having a Snowbird Extravaganza on February 6 and 7, 2018 and invited all Winter Texans to attend this free event.

ITEM 4. CONSENT AGENDA

- A) APPROVAL OF MINUTES FOR JANUARY 15, 2018 REGULAR CALLED MEETING AND JANUARY 24, 2018 SPECIAL CALLED MEETING (ADMINISTRATION)**
- B) CONSIDERATION AND ACTION, IF ANY, RATIFYING RESOLUTION NO. R-2018-09 AUTHORIZING THE PHARR FIRE DEPARTMENT TO APPLY FOR A FEDERAL EMERGENCY MANAGEMENT AGENCY-ASSISTANCE TO FIREFIGHTERS GRANT FOR PUBLIC SAFETY RADIOS (FIRE)**
- C) CONSIDERATION AND ACTION, IF ANY, ON RESOLUTION ENTERING INTO AN AGREEMENT WITH TEXAS DEPARTMENT OF TRANSPORTATION FOR CLOSURE OF SOUTH U.S. 281 AND EAST OLD BUSINESS 83 FOR THE 12TH ANNUAL ST. PATRICK'S DAY 5K RUN/WALK ON SATURDAY, MARCH 17, 2018 FROM 7:00 A.M. TO 11:00 A.M. (PARKS)**
- D) CONSIDERATION AND ACTION, IF ANY, ON REQUEST TO CLOSE STREETS FOR THE 12TH ANNUAL ST. PATRICK'S DAY RUN/WALK ON SATURDAY, MARCH 17, 2018 FROM 7:00 A.M. TO 11:00 A.M. (PARKS)**
- E) CONSIDERATION AND ACTION, IF ANY ON WAIVING ALL GREEN FEES FOR P-SJ-A ISD GOLF TOURNAMENT ON SATURDAY, FEBRUARY 3, 2018 (PARKS)**

MINUTES: REGULAR CALLED MEETING
FEBRUARY 5, 2018

- F) CONSIDERATION AND ACTION, IF ANY, ON VIVA FRESH SUMMIT SPONSORSHIP AND BOOTH FOR \$10,000 (BRIDGE)**
- G) CONSIDERATION AND ACTION, IF ANY, ON PMA FRESH SUMMIT ANNUAL CONFERENCE TEXAS TOWN PAVILION FOR \$8,600 (BRIDGE)**
- H) CONSIDERATION AND ACTION, IF ANY, RATIFYING DONATION OF \$7,500 TO UTRGV ATHLETICS PROGRAM (ADMINISTRATION)**
- I) CONSIDERATION AND ACTION, IF ANY, ON RGV CHAPTER TSCPA SPONSORSHIP FOR PROFESSIONAL EDUCATION COURSES (HR)**
- J) CONSIDERATION AND ACTION, IF ANY, ON REQUEST FROM PSJA ISD FOR WAIVING OF RENTAL FEES TO USE THE PHARR EVENTS CENTER ON TUESDAY, FEBRUARY 13, 2018 FROM 12:00 PM - 3:00 PM FOR THE PTI VALENTINE'S DANCE (EVENTS CENTER)**
- K) CONSIDERATION AND ACTION, IF ANY, ON REQUEST FROM PSJA ISD TO WAIVE RENTAL FEES TO USE THE PHARR EVENTS CENTER ON WEDNESDAY, MAY 2, 2018 FOR THE PSJA TSTEM ECHS ANNUAL BANQUET; WEDNESDAY, MAY 9, 2018 FOR THE PSJA SOUTHWEST ECHS ANNUAL BANQUET; MONDAY, MAY 14, 2018 FOR THE PSJA NORTH ECHS ANNUAL BANQUET; TUESDAY, MAY 15, 2018 FOR THE PSJA ECHS ANNUAL BANQUET; WEDNESDAY, MAY 16, 2018 FOR THE PSJA MEMORIAL ECHS ANNUAL BANQUET; AND WEDNESDAY MAY 26, 2018 FOR THE PSJA THOMAS JEFFERSON TSTEM ECHS GRADUATION (EVENTS CENTER)**
- L) CONSIDERATION AND ACTION, IF ANY, ON REQUEST FROM PSJA ISD FOR WAIVING OF RENTAL FEES TO USE THE PHARR EVENTS CENTER ON TUESDAY, MAY 1, 2018 FROM 6:30 AM - 4:30 PM TO HOST THE M.O.V.E. EVENT (EVENTS CENTER)**
- M) CONSIDERATION AND ACTION, IF ANY, ON REQUEST FROM STAR GALA BOARD OF DIRECTORS TO WAIVE RENTAL FEES TO USE PHARR EVENTS CENTER ON MARCH 3, 2018 FOR STAR PREMIUM SALE FUNDRAISER (EVENTS CENTER)**
- N) CONSIDERATION AND ACTION, IF ANY, ON REQUEST FROM LOWER RIO GRANDE VALLEY DEVELOPMENT COUNCIL TO WAIVE RENTAL FEES TO USE PHARR EVENTS CENTER ON WEDNESDAY, FEBRUARY 14, 2018 FROM 1:00 PM - 5:00 PM FOR RGV2020 STAKEHOLDER FORUM (EVENTS CENTER)**

MINUTES: REGULAR CALLED MEETING
FEBRUARY 5, 2018

- O) CONSIDERATION AND ACTION, IF ANY, ON REQUEST FROM MIGRANTS IN ACTION TO WAIVE RENTAL FEES TO USE THE PHARR EVENTS CENTER ON WEDNESDAY, MARCH 28, 2018 FROM 8:30 AM - 2:30 PM FOR THE 2018 MIGRANT STUDENT CONFERENCE (EVENTS CENTER)**
- P) CONSIDERATION AND ACTION, IF ANY, ON REQUEST FROM AMERICAN CANCER SOCIETY TO WAIVE RENTAL FEES TO USE PHARR EVENTS CENTER FOR THE ANNUAL CATTLE BARONS BALL FUNDRAISER ON SATURDAY, SEPTEMBER 22, 2018 (EVENTS CENTER)**
- Q) CONSIDERATION AND ACTION, IF ANY, AUTHORIZING CITY MANAGER TO ADVERTISE FOR BIDS FOR THE CITY OF PHARR INTERNATIONAL BRIDGE FACILITY EXPANSION AND RENOVATIONS PROJECT (ENGINEERING)**
- R) CONSIDERATION AND ACTION, IF ANY, ON CHANGE ORDER NUMBER 3 FOR THE SOUTH PHARR DEVELOPMENT & RESEARCH CENTER (PART A) AND EXHIBIT HALL (PART B) (BID NUMBER 1617-01-528-0021) (ENGINEERING)**
- S) CONSIDERATION AND ACTION, IF ANY, ON RENEWAL OF DEDICATED INTERNET ACCESS SERVICE WITH WEBVISION FOR CAMERAS IN MEXICO (BRIDGE)**
- T) CONSIDERATION AND ACTION, IF ANY, ON RENEWAL OF A 2-YEAR MAINTENANCE AGREEMENT FOR THE PHARR FIRE DEPARTMENT'S HAZARDOUS MATERIALS MONITORS THAT ARE UTILIZED AT EMERGENCY RESPONSES (FIRE)**
- U) CONSIDERATION AND ACTION, IF ANY, AUTHORIZING CITY MANAGER TO AMEND CONTRACT WITH R. GUTIERREZ ENGINEERING CORPORATION FOR PROFESSIONAL SURVEYING SERVICES FOR THE PSJA TRI-CITY PEDESTRIAN SAFETY IMPROVEMENTS PROJECT (C1617-01-528-0070) (ENGINEERING)**
- V) CONSIDERATION AND ACTION, IF ANY, ON DEVELOPMENT SERVICES CASES:**
 - 1. RED TAPE II, INC., D/B/A STILETTOS GENTLEMEN'S CLUB REQUESTED RENEWAL OF THE SEXUALLY ORIENTED BUSINESS LICENSE IN A GENERAL BUSINESS DISTRICT (C). THE PROPERTY IS LEGALLY DESCRIBED AS ALL OF LOT 2, ALBRAD SUBDIVISION UNIT #3, PHARR, HIDALGO COUNTY, TEXAS. THE PROPERTY'S PHYSICAL ADDRESS IS 1050 NORTH SUGAR ROAD. SOB# 001254**

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2. MAURICIO JARAMILLO, D/B/A REGENCY FIESTA, REQUESTED RENEWAL OF THE CONDITIONAL USE PERMIT TO ALLOW THE SALE OF ALCOHOLIC BEVERAGES FOR ON-PREMISE CONSUMPTION IN A GENERAL BUSINESS DISTRICT (C). THE PROPERTY IS LEGALLY DESCRIBED AS 1.01 ACRES OUT OF LOT 152, KELLY-PHARR SUBDIVISION, PHARR, HIDALGO COUNTY, TEXAS. THE PROPERTY'S PHYSICAL ADDRESS IS 1020 WEST FERGUSON AVENUE. CUP# 071271

PLATS:

1. J.E. SAENZ & ASSOCIATES, INC., REPRESENTING BERNARDO J. GUBSER, PRESIDENT OF GALLUS PROPERTIES LTD., REQUESTED FINAL PLAT APPROVAL OF THE PROPOSED TRANSMARITIME SUBDIVISION. THE PROPERTY IS LEGALLY DESCRIBED AS BEING A 17.87 ACRE TRACT OF LAND BEING A PORTION OF LOT SEVEN (7), BLOCK ONE (1), A RE-SUBDIVISION OF CLOSNER SUBDIVISION OF PORCION 70, PHARR, HIDALGO COUNTY, TEXAS. THE PROPERTY'S PHYSICAL ADDRESS IS 901 E. MILITARY HWY. SUB# 130410 (

Juan G. Guerra, City Manager, introduced the items, requested to remove item 4.E and table item 4.V-1 from the consent agenda, and recommended approval of the remaining items.

Comm. Medina voiced his concern with the fire protection inspection report on item 4.V.1 and asked why it was struck-off and why it was required. Melanie Cano, Development Services Director, stated the actual report was done that way but overall it did pass inspection. Lenny Perez, Fire Chief, stated he would need to go back and look at report to see why it was done that way to provide an answer.

There being no further comments, Comm. Medina **moved** to approve item 4.V.1 as recommended. Comm. Guajardo seconded the motion and when put to a vote, it carried unanimously.

E) CONSIDERATION AND ACTION, IF ANY ON WAIVING ALL GREEN FEES FOR P-SJ-A ISD GOLF TOURNAMENT ON SATURDAY, FEBRUARY 3, 2018 (PARKS)

Juan G. Guerra, City Manager, re-introduced item 4.E and stated with the strong partnership with PSJA, staff recommended approval of waiving the fees for this item. He then called upon Sergio Alanis, Parks & Recreation Director, to report on the peak days and peak months.

Sergio Alanis, Parks & Recreation Director, stated the weekends were the peak days and the peak months were the times when the Winter Texans were here. Comm. Medina stated Saturdays were the busiest days and anyone wanting to play a tournament should be charged regular fees and no waiving of fees should be considered.

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Comm. Caballero stated the city does many projects with PSJA and asked if it was something that would affect us in any way. Mayor Hernandez stated the commission would like to know what the economic impact was and asked Mr. Alanis for financial information.

Juan G. Guerra, City Manager, stated the city lends out the Pharr Events Center to PSJA whenever they request it excluding Thursday, Friday and Saturday so the city has a similar type of contract. However, Mr. Guerra stated staff would provide a fiscal review report on how that would work for the Golf Course at the next City Commission meeting.

There being no further comments, Juan G. Guerra, City Manager, recommended approval of item 4.E.

Comm. Caballero moved to approve as recommended. Comm. Medina seconded the motion and when put to a vote, it carried unanimously.

REGULAR AGENDA - OPEN SESSION

ITEM 5. ORDINANCES AND RESOLUTIONS

A) CONSIDERATION AND ACTION, IF ANY, ON ORDINANCE AMENDING ORDINANCE NO. O-2014-17 ADDRESSING THE AQUATIC CENTER FEE STRUCTURE (GMCD)

Juan G. Guerra, City Manager, introduced the item and stated fees would be reduced as per HUD recommendations. He further recommended approval.

Comm. Medina moved to approve. Comm. Chavez seconded the motion and when put to a vote, it carried unanimously.

Ordinance No. O-2018-04 is filed with the City Clerk's Office.

B) CONSIDERATION AND ACTION, IF ANY, ON RESOLUTION APPOINTING ONE (1) MEMBER TO THE PHARR ECONOMIC DEVELOPMENT CORPORATION II BOARD OF DIRECTORS (TABLED) (PEDC II)

Juan G. Guerra, City Manager, introduced the item and recommended to untable.

Comm. Medina moved to untable. Comm. Guajardo seconded the motion and when put to a vote, it carried unanimously.

Juan G. Guerra, City Manager, stated staff recommended Jerry Munoz.

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Comm. Caballero moved to appoint Jerry Munoz to the Pharr Economic Development Corporation II Board of Directors. Comm. Guajardo seconded the motion and when put to a vote, it carried unanimously.

Resolution No. R-2018-11 is filed with the City Clerk's Office.

**C) CONSIDERATION AND ACTION, IF ANY, ON
RESOLUTION ALLOWING PARTICIPATION WITH THE INTERLOCAL
PURCHASING SYSTEM (TIPS) COOPERATIVE CONTRACTS (PURCHASING)**

Juan G. Guerra, City Manager, introduced the item and recommended approval.

Sandra Zamora, Purchasing Director, stated an agreement was in place since 2009 and needed to be updated. She further stated there was an item on the agenda to utilize the program for the Asbestos Abatement project.

Comm. Guajardo moved to approve. Comm. Chavez seconded the motion and when put to a vote, it carried unanimously.

Resolution No. R-2018-12 is filed with the City Clerk's Office.

ITEM 7. CONTRACTS/AGREEMENTS

**A) CONSIDERATION AND ACTION, IF ANY, AUTHORIZING CITY MANAGER TO
USE THE INTERLOCAL PURCHASING SYSTEM (TIPS) PURCHASING
COOPERATIVE TO NEGOTIATE AND APPROVE A CONTRACT FOR THE
ASBESTOS ABATEMENT OF THE JOSE "PEPE" SALINAS CIVIC CENTER
(PARKS)**

Juan G. Guerra, City Manager, introduced the item and briefly stated the Civic Center was a 40-50 year old building and there are some asbestos in various areas of the building. Therefore, asbestos abatement was required.

Comm. Medina moved to approve. Comm. Bracamontes seconded the motion and when put to a vote, it carried unanimously.

**B) CONSIDERATION AND ACTION, IF ANY, AUTHORIZING CITY MANAGER TO
NEGOTIATE AND ENTER INTO A CONTRACT WITH THE WARREN GROUP,
INC. FOR PROFESSIONAL ARCHITECTURAL SERVICES FOR THE
CONCEPTUAL DESIGN AND MASTER PLANNING OF THE NORTH SIDE OF
THE DEVELOPMENT AND RESEARCH CENTER/YOUTH ACTIVITY CENTER
(ENGINEERING)**

MINUTES: REGULAR CALLED MEETING
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Juan G. Guerra, City Manager, introduced the item and recommended approval.

Comm. Guajardo **moved** to approve. Comm. Caballero seconded the motion and when put to a vote, it carried unanimously.

C) CONSIDERATION AND ACTION, IF ANY, AMENDING INTER-LOCAL COOPERATION AGREEMENT BETWEEN THE CITY OF PHARR AND PHARR-SAN JUAN-ALAMO INDEPENDENT SCHOOL DISTRICT ON THE AQUATIC CENTER (GMCD)

Juan G. Guerra, City Manager, introduced the item and stated this was part HUD's recommendations and recommended approval.

Comm. Medina **moved** to approve. Comm. Bracamontes seconded the motion and when put to a vote, it carried unanimously.

At this time Mayor Hernandez, stated they would deviate and go into closed session. There was no objection.

ITEM 9. CLOSED SESSION: IN ACCORDANCE WITH CHAPTER 551 OF THE TEXAS GOV'T. CODE, THE PHARR BOARD OF COMMISSIONERS HEREBY GIVES NOTICE THAT IT MAY MEET IN A CLOSED (NON-PUBLIC) EXECUTIVE SESSION TO DISCUSS THE ITEMS LISTED ON THE PUBLIC PORTION OF THE MEETING AGENDA IN ACCORDANCE WITH THE FOLLOWING BELOW

The time being 4:17 p.m., Mayor Hernandez stated the commission would be entering into closed session in accordance with Chapter 551 of the Texas Govt. Code to discuss agenda items listed in the public portion of the agenda and Pursuant to Sections 551.071, 551.072, 551.074, 551.076, 551.084 and 551.087.

Comm. Carrillo arrived at this time being 4:20 p.m.

ITEM 10. RECONVENE

The time being 5:04 p.m., Mayor Hernandez stated the commission would be resuming the open meeting.

ITEM 6. ADMINISTRATIVE

A) CONSIDERATION AND ACTION, IF ANY, ON ENTERTAINMENT FOR HUBFEST 2018 (ADMINISTRATION)

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FEBRUARY 5, 2018

Juan G. Guerra, City Manager, introduced the item and recommended approval as discussed in closed session.

Comm. Guajardo **moved** to approve. Comm. Medina seconded the motion and when put to a vote, it carried unanimously.

ITEM 8. LEGAL

A) CONSULTATION WITH LEGAL AND POSSIBLE ACTION ON INITIATING LITIGATION CONCERNING COLONIA ESTRELLA LOT 77 (LEGAL)

Juan G. Guerra, City Manager, introduced the item and recommended approval as discussed in closed session.

Comm. Medina **moved** to approve. Comm. Chavez seconded the motion and when put to a vote, it carried unanimously.

B) CONSULTATION WITH LEGAL AND POSSIBLE ACTION CONCERNING FINAL PAYMENT TO FJW CONSTRUCTION COMPANY, LLC AND SETTLEMENT AGREEMENT (LEGAL)

Juan G. Guerra, City Manager, introduced the item and recommended approval as discussed in closed session.

Comm. Medina **moved** to approve. Comm. Carrillo seconded the motion and when put to a vote, it carried unanimously.

ITEM 11. ADJOURNMENT

There being no other business to come before the board, Comm. Medina **moved** to adjourn. Comm. Carrillo seconded the motion and when put to a vote, the motion carried unanimously. Meeting adjourned at 5:05 p.m.

CITY OF PHARR

AMBROSIO HERNANDEZ
MAYOR

STATE OF TEXAS
COUNTY OF HIDALGO
CITY OF PHARR

MINUTES: REGULAR CALLED MEETING
FEBRUARY 5, 2018

ON THIS THE 5th DAY OF FEBRUARY 2018 the Board of Commissioners of the City of Pharr, Texas convened in a **REGULAR CALLED MEETING** at the Commissioner's Room located at 118 S. Cage, 2nd Floor, Pharr, Texas. The meeting being open to the public and notice of said meeting, giving the date, place, subject, hereof, having been posted in accordance with Chapter 551, Texas Government Code (Open Meetings Act) and there being present a quorum, I, **HILDA PEDRAZA, CITY CLERK**, of the City of Pharr, Texas, certify that this is a true and correct copy of the minutes.

ATTEST:

HILDA PEDRAZA, CITY CLERK

APPROVED:



AGENDA MEMORANDUM

BOARD: City Commission

AGENDA ITEM #: 4.B.

DATE SUBMITTED: February 3, 2018

MEETING DATE: February 19, 2018

FROM: Jose Luengo, Police Chief

DEPARTMENT: Police

DIRECTOR:

Agenda Item: Consideration and action if any, on Resolution authorizing the Pharr Police Department to apply for the 2019 Local Border Security Program (LBSP) Grant # 2991404.

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason:

Issue: Who: Pharr Police Department and Officer of the Governor

What: The Homeland Security Grants Division (HSGD) of the Governor's Office is soliciting grant applications under the Local Border Security Program (LBSP) for projects that support Operation Border Star during state fiscal year 2019.

When: Projects selected for funding must begin on or after September 1, 2018 and expire on or before August 31, 2019.

Where: Operations will be worked within the city limits of Pharr.

Why: The purpose of the program is to sustain interagency law enforcement operations and enhance local law enforcement patrols to facilitate directed actions to deter and interdict criminal activity (Personnel Overtime).

Financial Consideration: There is no financial considerations at this time.

Staff Recommendation: I recommend approval.

Alternatives: N/A

ROUTING:

Jose Luengo
Patricia Rigney
Karla Moya
City Management Office

Created/Initiated - 02/03/2018
Approved - 02/06/2018
Approved - 02/12/2018
Final Approval - 02/14/2018

RESOLUTION NO. R-2018 _____

OFFICE OF THE GOVERNOR - HOMELAND SECURITY GRANTS
DIVISION 2019 LOCAL BORDER SECURITY PROGRAM (LBSP)

WHEREAS, The City of Pharr finds it in the best interest of the citizens of Pharr, that the Local Border Security Program (LBSP 19) Project be operated from 09/01/2018 thru 08/31/2019; and

WHEREAS, The City of Pharr City Commission agrees to provide applicable matching funds for the said project as required by the Office of the Governor Homeland Security Grants Division grant application; and

WHEREAS, The City of Pharr City Commission agrees that in the event of loss or misuse of the Homeland Security Grants Division funds, The City of Pharr City Commission assures that the funds will be returned to the Homeland Security Grants Division in full; and

WHEREAS, The City of Pharr City Commission designates Juan Guerra, City Manager as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED that The City of Pharr City Commission approves submission of the grant application for the Local Border Security Program (LBSP 19) Project to the Office of the Governor, Homeland Security Grants Division.

PASSED AND APPROVED BY THE BOARD OF COMMISSIONERS OF THE CITY OF PHARR TEXAS, THIS _____ DAY OF FEBRUARY, 2018.

Grant Number: 2991404

CITY OF PHARR:

Ambrosio Hernandez, Mayor

ATTEST:

Hilda Pedraza, City Secretary

Certification

The State of Texas

County of Hidalgo

City of Pharr

I, Hilda Pedraza, duly appointed City Clerk of the City of Pharr, Texas, do hereby certify that the foregoing Constitutes a true and correctly copy of the original Resolution duly passed and adopted by the board of Commissioners of the City of Pharr, Texas, on the _____ day of February, 2018, ad.

(Resolution no. _____)

In witness whereof, I have hereunto subscribed my official Signature and impressed the seal of the City of Pharr, Texas, This the _____ day of February, 2018, ad.

City of Pharr

Hilda Pedraza, City Clerk



Office of the Governor - Homeland Security Grants Division 2019 Local Border Security Program (LBSP) Request for Applications (RFA)

The Homeland Security Grants Division (HSGD) of the Governor's Office is soliciting grant applications under the Local Border Security Program (LBSP) for projects that support Operation Border Star during state fiscal year 2019.

Purpose: Operation Border Star centers on the use of intelligence to increase the effectiveness of federal, state, and local law enforcement assets. **For FY 2019 the LBSP allowable costs have been expanded in an effort to better meet the needs of local departments and enhance funding that is available through other sources (e.g. Operation Stonegarden).**

The purpose of the program is to sustain interagency law enforcement operations and enhance local law enforcement patrols to facilitate directed actions to deter and interdict criminal activity. Program participants shall assist in the execution of coordinated border security operations in an effort to:

- 1) Increase the effectiveness and impact of Steady State and Surge Operations.
- 2) Reduce border-related criminal activity in Texas.
- 3) Implement and increase the effectiveness of operational methods, measures, and techniques for outbound/southbound operations.
- 4) Decrease the supply of drugs smuggled into and through Texas from Mexico.
- 5) Disrupt and deter operations of gang and cartel criminal organizations.
- 6) Decrease specifically targeted tactics (such as conveyance methods) for drugs in the Texas border region.
- 7) Decrease use of specific areas for crime as targeted in directed action missions.
- 8) Increase the effectiveness of air operations mission planning and prioritization.
- 9) Increase the coordination and integration of air-ground team operations to include Texas Military Forces (TMF) aviation, United States Customs and Border Protection (USCBP) Air and Marine, Texas Department of Public Safety (DPS) Aircraft Division, and United States Coast Guard (USCG) aviation support.
- 10) Increase the effectiveness of directed action missions based upon intelligence and analysis to ensure they target the most serious threats and are conducted in high pay-off areas.
- 11) Increase the number and quality of analytical intelligence products developed at the Unified Command and state levels.
- 12) Increase intelligence-based operations at the Unified Command level through integration of TxMap, sector specific information, and intelligence analysis.

Available Funding: State funds for these projects are authorized under the Texas General Appropriations Act, Article I, Rider 21 for Trusteed Programs within the Office of the Governor. All awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law.

Funding Levels:

Minimum: None

HSGD Funding Announcement: **2019 Local Border Security Program (LBSP)**

Maximum: None

Match Requirement: None

Standards: Grantees must comply with standards applicable to this fund source cited in the State Uniform Grant Management Standards (UGMS), and all statutes, requirements, and guidelines applicable to this funding.

Prohibitions: Grant funds may **not** be used to support the following services, activities, and costs:

- 1) inherently religious activities such as prayer, worship, religious instruction, or proselytization;
- 2) lobbying;
- 3) any portion of the salary of, or any other compensation for, an elected or appointed government official;
- 4) backfill costs for personnel participating in operations;
- 5) transportation, lodging, per diem, training fees or any related costs associated with participants who attend a training event;
- 6) purchase of vehicles;
- 7) purchase of equipment for government agencies that is solely for general agency use;
- 8) weapons, ammunition, tasers, or explosives;
- 9) postage;
- 10) admission fees or tickets to any amusement park, recreational activity or sporting event;
- 11) promotional gifts;
- 12) food, meals, beverages, or other refreshments, except for eligible per diem associated with grant-related travel;
- 13) membership dues for individuals;
- 14) any expense or service that is readily available at no cost to the grant project;
- 15) any use of grant funds to replace (supplant) funds that have been budgeted for the same purpose through non-grant sources;
- 16) fundraising;
- 17) construction;
- 18) medical services;
- 19) legal fees;
- 20) legal services for adult offenders; and
- 21) any other prohibition imposed by federal, state, or local law.

Eligible Applicants:

- 1) Units of local government; and
- 2) Federally Recognized Native American tribes.
- 3) Eligible applicants must be located within a County within one of the six DPS Joint Operations and Intelligence Centers (JOIC) Regions including:
 - a) El Paso JOIC – El Paso County.
 - b) Coastal Bend JOIC – Aransas County, Bee County, Calhoun County, Dewitt County, Fayette County, Goliad County, Gonzales County, Guadalupe County, Jackson County,

HSGD Funding Announcement: **2019 Local Border Security Program (LBSP)**

Jim Wells County, Karnes County, Kleberg County, Lavaca County, Live Oak County, Matagorda County, McMullen County, Nueces County, Refugio County, San Patricio County, Victoria County, and Wharton County.

- c) Marfa JOIC – Brewster County, Culberson County, Hudspeth County, Jeff Davis County, Pecos County, Presidio County, Reeves County, and Terrell County.
- d) Del Rio JOIC – Dimmit County, Edwards County, Kinney County, Maverick County, Real County, Uvalde County, Val Verde County, and Zavala County.
- e) Laredo JOIC – Duval County, Frio County, Jim Hogg County, La Salle County, Webb County, and Zapata County.
- f) Rio Grande Valley JOIC – Brooks County, Cameron County, Hidalgo County, Kenedy County, Starr County, and Willacy County.

Eligible Costs:

1) PERSONNEL - OVERTIME

- a) Overtime for increased patrol and/or investigative capacity for certified peace officers.
- b) Overtime for law enforcement support personnel. These costs may include overtime for personnel necessary to support officers that are on patrol and participating in border security operations, such as Jailer overtime, or Communications Officer/Dispatcher overtime, necessary to maintain a safe Officer to Dispatcher ratio.
- c) Overtime for administrative personnel supporting border security grants.
- d) Overtime for law enforcement support and administrative personnel should be limited and anything greater than 10% may not be funded or may require significant additional data and justification.
- e) Applicants must provide a copy of the local overtime policy as approved by its governing board. This policy will be considered the official policy for grant purposes and must be used throughout the grant period. The policy must:
 - i. Clearly describe how overtime will be calculated;
 - ii. Be consistent with the agency's local overtime policy;
 - iii. Treat overtime for grant-paid personnel the same as non-grant paid personnel.
- f) Project Overtime (OT) shall be reimbursed following the grantee's overtime policy and the requirements as stated below:
 - i. OT is time actually worked that exceeds the required number of hours during an employee's designated work period, as per grantee's policies and procedures.
 - ii. OT must be worked to support border security operations.
 - iii. The project OT rate shall be no more than one-and-one-half (1.5) times the employee's regular pay rate.
 - iv. Exempt salaried employees may not be reimbursed for overtime unless the grantee's overtime policy specifically allows for this.
 - v. HSGD will only reimburse the grantee for OT that does not exceed a total of 16-hours worked (regular plus OT) during any 24-hour period.

HSGD Funding Announcement: **2019 Local Border Security Program (LBSP)**

2) PERSONNEL - REGULAR or STRAIGHT-TIME

- a) Augmentees: Personnel costs for law enforcement personnel who are not regular employees of a funded agency, but are brought on as needed to specifically cover border security operations so that there can be a force multiplier during a period of "surge."
- b) Regular time for law enforcement personnel working border operations. Grant funds must be used to supplement existing funds and not supplant funds that have been budgeted for the same purpose.
- c) Part-time to Full-Time: Personnel costs for part-time law enforcement personnel in order to bring them to temporary full-time status.
- d) Regular time for administrative personnel supporting border security grant activities.

3) EQUIPMENT: Costs for equipment, or the rental of equipment, which will benefit the border security mission and will be routinely utilized during border security operations.

4) SUPPLIES and DIRECT OPERATING EXPENSE: Certain operational costs are also allowable, such as vehicle operating costs or costs for minor emergency repairs as described below, or for other services pre-approved by the HSGD that are critical to success of the program.

- a) The cost of fuel, lubricants, and minor emergency repairs or maintenance for vehicles, aircraft, boats, generators, and similar equipment used during the hours in which grant-funded staff are working.
- b) Only actual expenses supported by invoiced gas, oil, and repair or maintenance receipts may be reimbursed under this grant.
- c) Maintenance costs must be prorated to show the usage of vehicles or equipment for regular law enforcement duties as compared to usage while officers are working grant-paid patrols.
- d) The cost of minor emergency repairs, such as tire repair or fan belt replacement, to vehicles or equipment used in program operations is allowable.

Eligibility Requirements:

- 1) Eligible applicants must agree to perform the following activities:
 - a) Conduct Steady State operations and respond to calls for service.
 - b) Conduct enhanced law enforcement patrolling activities.
 - c) Conduct surveillance, interdictions, investigations, and collect and disseminate information within its jurisdiction or cross-jurisdiction lines as required.
 - d) Recognize and react to information/intelligence to adjust times and locations of enhanced patrol activities.
 - e) Report significant border-related events that occur during each 24-hour period.
 - f) Identify significant border-related trends or areas of interest that may be developed into focus areas for future operations.
 - g) Integrate air, ground, marine, and remote operations.

HSGD Funding Announcement: **2019 Local Border Security Program (LBSP)**

- h) Participate in operational planning and coordination meetings, information/intelligence sharing meetings, and After Action Reviews (AARs) established by the Texas Department of Public Safety's (DPS) Joint Operations and Intelligence Centers (JOIC).
 - i) Participate weekly on the JOIC Unified Command conference calls or meetings as required by the JOIC.
- 2) Eligible applicants must agree to submit the Daily Border Incident Assessment Report (BIAR). The BIAR is the primary incident and information-reporting tool for the grantee in local border security operations. The grantee shall ensure all BIARs conform to the respective standards outlined by the JOIC and are submitted within 24 hours of the end of shift and/or the timeframes established by the JOIC. The grantee shall report all activities that are considered Steady State activities, in addition to Enhanced Operation activities, to the JOIC. Steady State activities are defined as normal patrol or investigative duties that do not use grant funds, but directly impact the overall LBSP mission (organized crime arrests, terroristic activities, weapons trafficking arrests, kidnappings, human trafficking, human smuggling, home invasions with a border or organized crime nexus, illegal immigration, border-related murders, gang-related murders, vehicle thefts, or drug trafficking). Enhanced (Surge) Operations originate out of the use of LBSP funds when the local agency chooses to increase the hours of patrol or investigative bodies.
- 3) In order for an applicant to be eligible, the county (or counties) in which the applicant is located must have a 90% average on both adult and juvenile criminal history dispositions reported to the Texas Department of Public Safety for calendar years 2012 through 2016. This requirement must be met by August 1, 2018.
- 4) Eligible applicants operating a law enforcement agency must be current on reporting Part I violent crime data to the Texas Department of Public Safety (DPS) for inclusion in the annual Uniform Crime Report (UCR). To be considered eligible for funding, applicants must have submitted a full twelve months of accurate data to DPS for the most recent calendar year.
- 5) An application requirement pertaining to full compliance with Department of Homeland Security detainer requests applies to all municipal or county governments that operate a subdivision or department that detains individuals after arrest for a criminal violation. Full text of this certification can be found on the Narrative tab of each application or at http://gov.texas.gov/cjd/dhs_detainerrequest. All applicants must select one of four options in their eGrants application to be considered for funding under this announcement.
- 6) Eligible applicants must have a DUNS (Data Universal Numbering System) number assigned to its agency (to request a DUNS number, go to <http://fedgov.dnb.com/webform/displayHomePage.do>).
- 7) Eligible applicants must be registered in the federal System for Award Management (SAM) database located at <https://www.sam.gov/>.
- 8) Failure to comply with program eligibility requirements may cause funds to be withheld and/or suspension or termination of grant funds.

Project Period: Projects selected for funding must begin on or after September 1, 2018 and expire on or before August 31, 2019.

HSGD Funding Announcement: **2019 Local Border Security Program (LBSP)**

Application Process: Applicants must access HSGD's eGrants grant management website at <https://eGrants.gov.texas.gov> to register and apply for funding. Additional requirements are included within the online application form.

NOTE: Applicants must upload the required Texas Direct Deposit Authorization Form, Texas Application for Payee Identification Number Form, and the IRS W9 Form for each application prior to submission. The eGrants system will not allow an application to be submitted until these forms are attached to the application. These forms are available for download from eGrants at <https://egrants.gov.texas.gov/updates.aspx> under the Financial Management section of Forms and Guides or from the Forms link on the Profile/Grant.Vendor tab within the grant application.

Closing Date for Receipt of Applications: All applications must be submitted, and certified, via HSGD's eGrants grant management website on or before Thursday, **March 29, 2018** by 5:00 PM CST.

Selection Process: Applications will be reviewed by HSGD staff members in consultation with DPS Regional JOIC representatives. HSGD will make all final funding decisions based on eligibility and operational content which includes but is not limited to the following:

- 1) Compliance - Past compliance with grant requirements, reporting, and information sharing.
- 2) Performance – Impact and effectiveness of the Applicant's participation in previous border security operations or activities and effectiveness in using grant funds awarded for border security.
- 3) Risk – The Applicant's need as indicated by data available on border-related criminal activity, population, number of officers, and other factors.
- 4) Other Funding – The Applicant's history of applying for, receiving, and/or effectively utilizing other sources of funding available to support border security activities (e.g. Operation Stonegarden).

Contact Information: For technical assistance or additional information, contact HSGD at eGrants@gov.texas.gov or (512) 463-8382.



AGENDA MEMORANDUM

BOARD: City Commission

AGENDA ITEM #: 4.C.

DATE SUBMITTED: February 3, 2018

MEETING DATE: February 19, 2018

FROM: Jose Luengo, Police Chief

DEPARTMENT: Police

DIRECTOR: Jose Luengo

Agenda Item: Consideration and action, if any, on Resolution authorizing the Pharr Police Department to apply for the Domestic Violence Coordinator Project Grant # 2299408.

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason: N/A

Issue:

Who: Pharr Police Department and Office of the Governor

What: The Office of the Governor Criminal Justice Division is soliciting applications for it Domestic Violence Coordinator project.

Where: Services will be provided to victims within the city limits of Pharr.

When: Project Start will be October 1, 2018

Why: The purpose of this program is to provide services and assistance directly to victims of crime to speed their recovery and aid them through the criminal justice process.

Financial Consideration: The grant requires a 20% match of the total project cost.

Staff Recommendation: I recommend approval.

Alternatives: N/A

ROUTING:

Jose Luengo
Patricia Rigney
Karla Moya
City Management Office

Created/Initiated - 02/03/2018
Approved - 02/06/2018
Approved - 02/12/2018
Final Approval - 02/14/2018

RESOLUTION NO. R-2018-_____

OFFICE OF THE GOVERNOR, CRIMINAL JUSTICE DIVISION
(GENERAL VICTIMS ASSISTANCE DIRECT SERVICES GRANT PROGRAM)

WHEREAS, The City of Pharr finds it in the best interest of the citizens of Pharr, that the Domestic Violence Coordinator Project be operated for the 10/01/2018 thru 09/30/2019; and

WHEREAS, The City of Pharr City Commission agrees to provide applicable matching funds for the said project as required by the Office of the Governor Criminal Justice Division grant application; and

WHEREAS, The City of Pharr City Commission agrees that in the event of loss or misuse of the Criminal Justice Division funds, The City of Pharr City Commission assures that the funds will be returned to the Criminal Justice Division in full.

WHEREAS, The City of Pharr City Commission designates Chief of Police as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

NOW, THEREFORE, BE IT RESOLVED that the City of Pharr City Commission approves submission of the grant application for the Domestic Violence Coordinator Project to the Office of the Governor, Criminal Justice Division.

PASSED AND APPROVED BY THE BOARD OF COMMISSIONERS OF THE CITY OF PHARR TEXAS, THIS _____ DAY OF FEBRUARY, 2018.

Grant Number: 2299408

CITY OF PHARR:

Ambrosio Hernandez, Mayor

ATTEST:

Hilda Pedraza, City Secretary

Certification

The State of Texas

County of Hidalgo

City of Pharr

I, Hilda Pedraza, duly appointed City Clerk of the City of Pharr, Texas, do hereby certify that the foregoing Constitutes a true and correctly copy of the original Resolution duly passed and adopted by the board of Commissioners of the City of Pharr, Texas, on the _____ day of FEBRUARY, 2018, ad.

(Resolution no. _____)

In witness whereof, I have hereunto subscribed my official Signature and impressed the seal of the City of Pharr, Texas, This the __ day of FEBRUARY, 2018, ad.

City of Pharr

Hilda Pedraza, City Clerk



Office of the Governor

Criminal Justice Division

Funding Announcement:

General Victim Assistance Program

December 1, 2017

Opportunity Snapshot

Below is a high-level overview. Full information is in the funding announcement that follows.

Purpose

The purpose of this program is to provide services and assistance directly to victims of crime to speed their recovery and aid them through the criminal justice process.

Eligible Purpose Areas

Projects must fall under one of five purpose areas: General Victim Services, Transitional Housing and Support Services, College Campus Victim Assistance, Sexual Assault Forensic Services, or Victim Assistance System Improvement.

Organizational Eligibility

Applications may be submitted by state agencies, public and private non-profit institutions of higher education, independent school districts, Native American tribes, councils of governments, non-profit corporations (including hospitals and faith-based organizations) and units of local government, which are defined as a non-statewide governmental body with the authority to establish a budget and impose taxes (includes hospital districts). Other local governmental agencies should apply through an associated unit of local government. See the [Eligible Organizations](#) section for more information.

Project Periods

First-year projects may not exceed a 12-month period, except Transitional Housing projects must have a 24-month project period. Continuation projects may not exceed a 24-month period. Projects receiving a 24-month award in 2017 may not apply for continuation funding.

Budget

The minimum budget under this program is \$10,000 and there is no maximum funding request.

Match

Grantees must provide matching funds equal to 20% of the total project cost. The match requirement can be met through cash or in-kind contributions.

Process

Applications under this funding announcement must be submitted in eGrants at eGrants.gov.texas.gov

Timelines

Action	Date
Online System Opening Date	12/18/2017
Final Date to Submit an Application	02/20/2018 at 5:00PM CST
Earliest Project Start Date	10/01/2018 (exceptions for College Campus projects)
Latest Project Start Date	12/01/2018 (exceptions for College Campus projects)

Contact Information

For more information, contact the eGrants help desk at eGrants@gov.texas.gov or (512) 463-1919.

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General Victim Assistance Program

Overview of Application Process

Applicants should carefully review the application process as outlined below. CJD will not consider applications that fail to adequately address the application requirements and prompts, including those that have been previously approved for funding and/or are recommended for funding by local Criminal Justice Advisory Committees.

□ Step 1 – Review eligibility and requirements:

- The Eligibility section outlines who may apply, which purpose areas will be considered, and the expenses and activities eligible to be included.
- The Program-Specific Details section has information on timelines, reporting, and funding.
- The Standard CJD Requirements section addresses application and project requirements.

□ Step 2 – Contact your regional criminal justice planner (local and regional projects only): The regional Council of Governments' (COG) Criminal Justice Advisory Committee will review local and regional applications first, and some COGs have additional, mandatory application procedures. Applicants should contact their COG's criminal justice planner early as possible. A directory is available at <http://txregionalcouncil.org/regional-programs/criminal-justice/cjcontacts/>.

□ Step 3 – Develop your project: Before starting your application, applicants should develop a concrete understanding of their project and read CJD's *Developing a Good Project Narrative* at <http://gov.texas.gov/cjd/resources>, which details how to explain:

- **What the project will accomplish:** What problem will the project solve? Who is the targeted population to serve and/or prosecute? What does success look like and how do you measure it?
- **How the project will help:** What specifically will you do? What standards or evidence says it's an effective approach? What capabilities are needed to succeed?
- **What is required for success:** What resources (including funding) does the project require?

□ Step 4 - Apply in eGrants: Compile and submit your grant application via eGrants, at <http://eGrants.gov.texas.gov>. For more instructions and information, see *How to Apply for a CJD Grant*, available at <http://gov.texas.gov/cjd/resources>.

□ Step 5 - Funding Decisions and Grant Acceptance: Await the funding decision, which is provided through a grant award or other notice from CJD. If you receive an award, complete the acceptance process to access funds.

Application Resources

CJD has published several resources to assist applicants in understanding and applying for funding, all of which can be found at <http://gov.texas.gov/cjd/resources>

CJD Funding Announcement: General Victim Assistance Program

- ***Developing a Good Project Narrative:*** Guidance on how to formulate an effective project, and how to communicate it clearly in the application's narrative prompts.
- ***How to Apply for a CJD Grant:*** Instructions on how to file an application in eGrants.
- ***Guide to Grants:*** CJD policies and guidance on common grant issues.
- ***Grantee Conditions and Responsibilities:*** A compendium of CJD and Homeland Security Grants Division policies for all grantees.
- ***Standard Certifications and Requirements:*** CJD's standard requirements that the Authorized Official must certify upon applying for a grant.
- ***CJD Grant Activities and Measures:*** A reference for applicants on the activities allowed for different project types and the measures associated with each.

Eligibility

Eligible Organizations

Applications may be submitted by state agencies, public and private non-profit institutions of higher education, independent school districts, Native American tribes, councils of governments, non-profit corporations (including hospitals and faith-based organizations) and units of local government, which are defined as a non-statewide governmental body with the authority to establish a budget and impose taxes (includes hospital districts).

Other local governmental agencies must be submitted by a unit of government affiliated with the agency, including an authorizing resolution from that unit of government. For example, police departments must apply through their municipal government; and community supervision and corrections departments and district attorneys must apply through their affiliated county government (or one of their affiliated counties, in the case of agencies that serve more than one county).

Agencies applying for funds to support a CASA or Children's Advocacy Center program must apply through either Texas CASA, Inc. or Children's Advocacy Centers of Texas.

Special eligibility restrictions apply to the Transitional Housing and Support Services, College Campus Victim Assistance, and Sexual Assault Forensic Services Purpose Areas. See Eligible Purpose Areas for more information.

Eligible Activities and Costs

The following list of eligible and ineligible activities and costs apply generally to all projects under this announcement. **However, some purpose areas eligible under this funding announcement have special allowed or disallowed activities and costs – see the purpose-area sections below.** For definitions, see *CJD Grant Activities and Measures* (available at <http://gov.texas.gov/cjd/resources>)

CJD Funding Announcement: General Victim Assistance Program

Eligible:

1. Casework, non-licensed counseling, individual advocacy, or other support (including peer support groups, crisis services, system advocacy, accompaniment, emotional support, multi-disciplinary teams and case coordination, etc.);
2. Counseling, therapy, or other care performed by a licensed (or certified) professional (including forensic interviews of victims not performed by law enforcement officers or prosecutors);
3. Emergency shelter or transportation;
4. Equipment and technology (including vehicle purchases – see [Program-Specific Requirements](#) below for special conditions for vehicle purchases);
5. General law enforcement or public safety (public presentations or outreach designed to help identify victims or develop victim assistance programs only);
6. Legal assistance (for civil legal issues such as protective order assistance);
7. Program evaluation and assessment; and
8. Training, professional development, or technical assistance – received from others or performed in-house.

Ineligible:

1. Counseling or treatment for substance abuse (activities with a primary purpose – general counseling that includes a component addressing substance abuse is eligible);
2. Remodeling and construction;
3. Instruction and support for academic programs;
4. Instruction and support for employment or workforce programs;
5. Instruction and support for life, social, or emotional skills;
6. Prosecutions or investigations (does not include forensic services explicitly allowed by this announcement under “counseling, therapy, or other care performed by a licensed professional);
7. Victim-offender meetings that serve to replace (or as a part of) criminal justice proceedings;
8. Services to incarcerated individuals;
9. Medical training;
10. Medical services other than forensic medical examinations and prophylaxis;
11. Forensic medical evidence collection;
12. Cash payments to victims, gift cards, or fuel vouchers;
13. Creation of a voucher program where victims are directly given vouchers for such services as housing or counseling;
14. Transportation, lodging, per diem or any related costs for third-party participants to attend a training, when grant funds are used to develop and conduct training;
15. Leasing of vehicles;

CJD Funding Announcement: General Victim Assistance Program

16. Research and studies, except for project evaluations under 28 CFR § 94.121(j);
17. Activities that may compromise victim safety; and
18. Any other prohibition imposed by federal, state, or local law or regulation.

Eligible Purpose Areas

Applications must designate in eGrants which of the following purpose areas corresponds to their project:

- **General Victim Services**
- **Transitional Housing and Support Services**
- **College Campus Victim Assistance**
- **Sexual Assault Forensic Services**
- **Victim Assistance System Improvement**

Applications must also contain target measures that demonstrate the scope of the project. These targets will be one measure of project success and grantees will be required to report periodic progress towards them. Each of the purpose areas have measures that correspond to them and specific activities. For a list of the measures and activities for this funding announcement, see *CJD Grant Activities and Measures*, available at <http://gov.texas.gov/cjd/resources>.

Each eligible purpose area also has associated requirements that apply during the application process and/or grant project. See [Program-Specific Requirements](#) for more information.

General Victim Services

General Victim Services projects provide direct services to victims of crime, with the goal of speeding their recovery and aiding them through the criminal justice process. This purpose area covers most grants under this funding announcement.

General Victim Services projects are typically the primary grant for service providers, but eligible organizations may also apply for additional grants under the Transitional Housing and Support Services, Sexual Assault Forensic Services, or Victim Assistance System Improvement purpose areas to augment their primary services.

Transitional Housing and Support Services

Transitional Housing & Support Services Initiative projects are eligible for funding for expanded housing and services, but only organizations that offer or will offer extensive services are eligible. These projects are often layered on top of a General Victim Services project, and must be applied for separately.

These projects should focus on a victim-centered, trauma-informed approach to providing transitional housing services that improve the well-being and stability of adult survivors of domestic violence, sexual assault, dating violence, stalking, and/or human trafficking. Transitional housing programs, in addition to providing for basic shelter needs of survivors, provide direct service supports such as counseling, case management, and parenting classes to support survivors in achieving their goals.

CJD Funding Announcement: General Victim Assistance Program

Transitional housing is defined by CJD as non-emergency housing that may last for a period of 6 to 18 months. Residents must all have their own private living space, which may include apartments, rooms in a house, or other arrangement. There may be communal living areas such as kitchens and living rooms, however residents may not be required to share all spaces. The program provides for the reasonable safety and privacy needed by victims/survivors and shall offer access to necessary furniture and equipment.

Special organizational eligibility:

Applications may only be submitted by rape crisis centers, emergency shelters and other non-profit, non-governmental organizations or tribal programs (e.g. transitional housing) with a primary focus of providing direct supportive services to domestic violence, sexual assault, and human trafficking victims/survivors.

For the purpose of this grant, applicants must have existing facilities that either already serve as transitional housing or that can be easily converted to serve such a purpose (i.e., a floor or level of an existing shelter), or be prepared and able to lease apartments under the agency. This grant will not fund agencies without a record of effectiveness with CJD, nor will it finance the purchase of property, renovations, or other capital expenses. Transitional housing is not emergency shelter.

Special additional eligible costs:

1. Transitional housing and relocation, including victims' utility costs, rental assistance, and security deposits (individuals may receive housing for a maximum of 18 months); and
2. Support services that foster stability and independence, such as childcare.

Special additional ineligible costs:

1. Emergency shelter;
2. Victim-offender meetings;
3. Forensic interviews; and
4. Administrative costs.

Special project periods and budget limits:

Projects must be for a 24 month period. The minimum award is \$10,000 and there is no maximum.

Special required program services:

All Transitional Housing and Support Services applicants must written documentation prior to the project start date (but may be submitted after the application) certifying that if they do not currently offer all of the following services, the applicant will provide all such services within 30 days of the project start date or prior to the delivery of services, whichever occurs earlier: Employment assistance, education assistance, housing advocacy, economic assistance, in-person counseling, support groups, childcare, children's services, and safety planning.

CJD Funding Announcement: General Victim Assistance Program

Program service definitions and the certification form are available at <https://gov.texas.gov/organization/cjd/transitional-housing> .

Prohibition on mandatory participation and charging rent:

Programs may not make participation in support services or other agency programs mandatory to receive transitional housing assistance. Programs may not charge victims for rent.

College Campus Victim Assistance

Colleges and universities applying to provide direct services to victims must select this purpose area. This allows CJD to tailor assistance and oversight to the special needs existing on campuses, and requires applicants to offer and promote confidential access to services. CJD's goal is to build a culture for victim services on Texas campuses that centers on readily meeting victims with empathy and support to quicken their recovery process, not bureaucratic requirements that hinder receiving services.

Special organizational eligibility:

All public and private, non-profit institutions of higher education applying to provide direct victim services on campuses or related to campuses must apply under this purpose area.

Special additional eligible activities and costs:

- Transitional housing and relocation (including victims' utility costs, rental assistance, and security deposits); and
- Support services that foster stability and independence, such as childcare.

Special additional ineligible costs:

None.

Special project periods and budget limits:

Projects may not exceed a 12 month period. Projects must start on either August 1, 2018, or January 1, 2019. The minimum award is \$40,000 and there is no maximum.

Special program requirement – Confidential Direct Service Providers:

All personnel compensated under these projects must follow CJD's Confidential Direct Service Provider procedures. To verify this requirement, grantees must upload to eGrants a letter signed by the project's Authorized Official certifying this fact prior to commencing grant activities.

Details on Confidential Direct Service Providers and the text of the certification is available at <https://gov.texas.gov/organization/cjd/college-campus-victim-assistance> .

Special program requirement – awareness campaign for confidential services:

To maximize the utilization of the confidential services provided through grant awards, CJD these grantees to submit a plan detailing efforts to raise awareness among students of 1) the confidentiality protections offered by campus Confidential Direct Services Providers; and 2) where and when

CJD Funding Announcement: General Victim Assistance Program

confidential services are available, how to access them, and which service providers and authorities are covered by confidentiality provisions and which are not. These activities may include inclusion in student orientations, campus-wide emails, pamphlet materials, and/or outreach to peer leaders/influencers.

Plans must be submitted to CJD via an upload to eGrants within 90 days of the beginning of the project period in order to continue receiving reimbursements.

Sexual Assault Forensic Services

Sexual Assault Forensic Services projects are eligible for expanded equipment and activities related to Sexual Assault Nurse Examiners (SANE) and Sexual Assault Response Teams (SART). Grantees under this purpose area are required to either include a victim advocate (a best practice for SARTs and SANEs) in their application or certify that they already have an advocate in place.

Through these projects, CJD seeks to improve and expand the support services associated with sexual assault forensic exams available to victims in the immediate aftermath of the crime by supporting the expansion of – and reinvestment in – sexual assault forensic service programs and the adoption of SANE and SART best practices. By increasing the availability and quality of immediate forensic services, the initiative will improve the long-term health and safety outcomes for survivors of sexual assault.

For more information on SANEs, SARTs, and this grant program, go to <https://gov.texas.gov/organization/cjd/SAFS>.

Special organizational eligibility:

Applications may only be submitted by rape crisis centers, emergency shelters and other non-profit, non-governmental organizations or tribal programs (e.g. transitional housing) with a primary focus of providing direct supportive services to sexual assault and human trafficking victims/survivors. For the purpose of this grant, applicants may have existing SART or SANE teams or may use funding to start programs. Funding may also be used for related crisis services and programs. In cases where funding is used to establish new programs, applicants must demonstrate that the agency housing or sponsoring the program (i.e., a rape crisis center housing a SANE program) has a proven track record of providing effective victim services and that staff are qualified to establish such programs.

Special additional eligible activities and costs:

These projects may generally include funds for other services associated with the first-96-hours response to sexual assaults (excluding those prohibited under the general Eligible Activities and Costs), including:

1. Equipment, technology, and supplies used in the provision of forensic medical services (such as colposcopes or high-definition cameras);
2. Activities performed by SANE nurses that are not medical or legal services (such as emotional support, advocacy, or program coordination); and
3. Program coordination for Sexual Assault Response Teams.

CJD Funding Announcement: General Victim Assistance Program

Special additional ineligible activities and costs:

While funding may be used to cover some costs associated with forensic services, grant funds may not be used to supplant funding from law enforcement or other agencies that currently reimburse service providers for forensic exams and other expenses, or other such funding required to be provided under statute. Grant funds may also not be used to supplant Crime Victims' Compensation (CVC) funds.

Grant funds may also not be used for administrative costs.

Special project periods and budget limits:

Projects may not exceed a 12-month period. The minimum award is \$10,000 and there is no maximum.

Special program requirement – victim advocate:

Applicants must either include at least one victim advocate in their project budget or upload a certification to eGrants that they already have such advocates in-place. For the text of the certification, go to: <http://gov.texas.gov/cjd/SAFS>.

Victim Assistance System Improvement

Victim Assistance System Improvement projects are those that do not provide direct services to victims but seek to improve the overall system of victim assistance, including providing training or other support to direct services providers. However, research projects are not eligible.

Special additional eligible activities and costs:

1. Materials and curriculum development; and
2. Training, professional development, or technical assistance – provided to others.

Special additional ineligible activities and costs:

1. Direct victim services.

Special project periods and budget limits:

Projects may not exceed a 24-month period. There are no special budget limits.

Program-Specific Details

Timeline

Action	Date
Funding Announcement Release	12/01/2017
Online System Opening Date	12/18/2017
Final Date to Submit an Application	02/20/2018 at 5:00PM CST
Earliest Project Start Date	10/01/2018 (exceptions for College Campus projects)
Latest Project Start Date	12/01/2018 (exceptions for College Campus projects)

Funding and Reporting Details

Category	Detail
Funds Available	Up to \$130 million ¹
Budget Minimum	\$10,000
Budget Maximum	None
Match Requirement	20% of total project cost ²
Project Period	- Continuation projects: 24 months - First-year projects: 12 months - Projects receiving a 24-month award in 2017 are not eligible for continuation funding, but current grantees may apply for new and substantially dissimilar projects.
Funding Source	Federal: Authorized under the Victims of Crime Act of 1984 (VOCA) as amended, 42 U.S.C. 10601.
Financial Reporting	At least quarterly, submitted via Financial Status Reports in eGrants
Financing method	Reimbursement-for-costs basis
Progress Reporting	- Quarterly, submitted via the Public Policy Research Institute at Texas A&M University at http://cjd.tamu.edu - Additional reports may be required

- 1) VOCA funds are made available through a Congressional appropriation. All awards are subject to the availability of federal funds and any modifications or additional requirements that may be imposed by law.
- 2) Total project cost is the aggregate of OOG grant funds, cash match, and in-kind match. Go to the Guide to Grants, available at <http://gov.texas.gov/cjd/resources> for more information.

Program-Specific Requirements

In addition to the special requirements for specific purpose areas detailed above, all projects under this funding announcement must meet these requirements:

Budgeting requirement:

Applicants are strongly cautioned to only apply for the amount of funding they can responsibly expend in the grant period. CJD will be tracking expenditure rates throughout the life of the grants and may take action to avoid large de-obligations at the end of grant periods.

Demonstrated capabilities or funding:

Applicants must have a demonstrated record of providing effective victim services. In rare cases where services are critically needed, CJD may award funds to entities that have not yet demonstrated a record of providing services, if they can demonstrate that (1) 25 percent of their financial support comes from non-federal sources (to demonstrate financial stability); and (2) the entity is already operational at the time of application.

Applicants must submit adequate information in the “Capacity & Capabilities” section of the eGrants application to determine which of these conditions they are applying under.

Cultural competency:

Applicants must be culturally competent when providing services to victims. Victim service providers must have the ability to blend cultural knowledge and sensitivity with victim restoration skills for a more effective and culturally appropriate recovery process. Cultural competency occurs when: (1) cultural knowledge, awareness and sensitivity are integrated into action and policy; (2) the service is relevant to the needs of the community and provided by trained staff, board members, and management; and (3) an advocate or organization recognizes each client is different with different needs, feelings, ideas and barriers.

Victim services assessment survey:

All recipients of funding under this announcement may be required to participate in a victim services assessment during their grant period, as directed by CJD.

Special requirements for vehicle purchases:

Only non-profits will be eligible to purchase vehicles under this funding announcement. The vehicles must be for the purpose of transporting victims to receive various services. Applicants must explain where prompted on the Narrative tab of their eGrants application how the vehicles will be utilized and how that strengthens their delivery of victim services.

Standard CJD Requirements

When accepting an award under this funding announcement, the grantee agrees to comply with a variety of state and federal laws and regulations, including requirements related to Uniform Crime Reports, criminal history reporting, and immigration and customs enforcement requests. For more information see the following documents, available at <http://gov.texas.gov/cjd/resources>.

- *Standard Certifications and Requirements*
- *Grantee Conditions and Responsibilities*
- *Guide to Grants*

Selection Process

Application Screening: CJD will screen all applications to ensure that they meet the requirements included in the funding announcement. Applications that meet those requirements will move forward to the merit review phase.

Merit Review – Local Projects: Projects with a local impact will be reviewed by a panel appointed by the local Council of Governments using their own criteria. The merit review panels will assess the applications for quality and rank by priority, and then report their findings to the CJD executive director.

Merit Review – Statewide Projects: Projects with a statewide impact will be reviewed by a panel appointed by the CJD executive director in an effort to prioritize funding. The merit review panel will assess and score each application on a 100-point scale, and then report its findings to the executive

CJD Funding Announcement: General Victim Assistance Program

director. Scores will be based on standard criteria. For more information, see *How to Apply for a CJD Grant*, available at <http://gov.texas.gov/cjd/resources>.

Final Decisions – All Projects: The executive director will consider merit review rankings along with other factors and make all final funding decisions. Other factors may include cost effectiveness, overall funds availability, CJD or state government priorities and strategies, legislative directives, need, geographic distribution, balance of focuses and approaches, or other relevant factors.

CJD may not fund all applications or may only award part of the amount requested. Per Rule 3.9 of the Texas Administrative Code, all funding decisions made by the executive director are final and are not subject to appeal. The receipt of an application by CJD does not obligate CJD to fund the grant or to fund it at the amount requested.

Announcements

After CJD makes final funding decisions, each applicant will receive either an unfunded notice or a preliminary decision notification or final grant award. Release of final grant awards for federally funded programs are always contingent on CJD's receipt of the federal grant award for that program and CJD cannot release or guarantee funding to any applicant until it has received and accepted the federal award and a determination is made that adequate funding is available.

About CJD

Our mission at the Criminal Justice Division is to direct much needed resources to those who are committed to making Texas a safer place and those who help victims of crime to recover and feel safe again. In carrying out this mission, we are committed to helping our grantees by actively finding ways for them to accomplish their goals and by making sure that we always have our eye to identifying the approaches that work best. We envision positive and beneficial working relationships with our grantees where we provide as much assistance as is needed and where we are always ready with answers, not burdensome restrictions or requirements.

CJD will make over \$275 million in funding available to hundreds of organizations during state fiscal year 2018 for juvenile justice, delinquency prevention, victims services, law enforcement, prosecution, courts, specialty courts, prevention of child sex trafficking, and other types of projects to benefit Texans.



AGENDA MEMORANDUM

BOARD: City Commission

AGENDA ITEM #: 4.D.

DATE SUBMITTED: February 3, 2018

MEETING DATE: February 19, 2018

FROM: Jose Luengo, Police Chief

DEPARTMENT: Police

DIRECTOR: Jose Luengo

Agenda Item: Consideration and action if any, on Resolution authorizing the Pharr Police Department to apply for the Crime Victims Liaison Project Grant # 2987303.

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason: N/A

Issue:

Who: Pharr Police Department and The Office of the Governor

What: The office of the Governor Criminal Justice Division is soliciting applications for its Crime Victims Liaison Project.

Where: The project will provide services to the citizens of the City of Pharr.

When: The project will start on 10/01/2018 thru 09/30/2019.

Why: The purpose of this program is to provide services and assistance directly to victims of crime to speed their recovery and aid them through the criminal justice process.

Financial Consideration:

Grantees must provide matching funds equal to 20% of the total project cost. The match requirement can be met through cash or in-kind contributions.

Staff Recommendation: I recommend approval.

Alternatives: N/A

ROUTING:

Jose Luengo
Patricia Rigney
Karla Moya
City Management Office

Created/Initiated - 02/03/2018
Approved - 02/06/2018
Approved - 02/12/2018
Final Approval - 02/14/2018

RESOLUTION NO. R-2018-_____

OFFICE OF THE GOVERNOR, CRIMINAL JUSTICE DIVISION
(GENERAL VICTIMS ASSISTANCE DIRECT SERVICES GRANT PROGRAM)

WHEREAS, The City of Pharr finds it in the best interest of the citizens of Pharr, that the **Crime Victims Liaison Project** be operated for the 10/01/2018 thru 09/30/2019; and

WHEREAS, The City of Pharr City Commission agrees to provide applicable matching funds for the said project as required by the Office of the Governor Criminal Justice Division grant application; and

WHEREAS, The City of Pharr City Commission agrees that in the event of loss or misuse of the Criminal Justice Division funds, The City of Pharr City Commission assures that the funds will be returned to the Criminal Justice Division in full.

WHEREAS, The City of Pharr City Commission designates Chief of Police as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

NOW, THEREFORE, BE IT RESOLVED that the City of Pharr City Commission approves submission of the grant application for the **Crime Victims Liaison Project** to the Office of the Governor, Criminal Justice Division.

PASSED AND APPROVED BY THE BOARD OF COMMISSIONERS OF THE CITY OF PHARR TEXAS, THIS _____ DAY OF FEBRUARY, 2018.

Grant Number: 2987303

CITY OF PHARR:

Ambrosio Hernandez, Mayor

ATTEST:

Hilda Pedraza, City Secretary

Certification

The State of Texas

County of Hidalgo

City of Pharr

I, Hilda Pedraza, duly appointed City Clerk of the City of Pharr, Texas, do hereby certify that the foregoing Constitutes a true and correctly copy of the original Resolution duly passed and adopted by the board of Commissioners of the City of Pharr, Texas, on the _____ day of February, 2018, ad.

(Resolution no. _____)

In witness whereof, I have hereunto subscribed my official Signature and impressed the seal of the City of Pharr, Texas, This the _____ day of February, 2018, ad.

City of Pharr

Hilda Pedraza, City Clerk



Office of the Governor

Criminal Justice Division

Funding Announcement:

General Victim Assistance Program

December 1, 2017

Opportunity Snapshot

Below is a high-level overview. Full information is in the funding announcement that follows.

Purpose

The purpose of this program is to provide services and assistance directly to victims of crime to speed their recovery and aid them through the criminal justice process.

Eligible Purpose Areas

Projects must fall under one of five purpose areas: General Victim Services, Transitional Housing and Support Services, College Campus Victim Assistance, Sexual Assault Forensic Services, or Victim Assistance System Improvement.

Organizational Eligibility

Applications may be submitted by state agencies, public and private non-profit institutions of higher education, independent school districts, Native American tribes, councils of governments, non-profit corporations (including hospitals and faith-based organizations) and units of local government, which are defined as a non-statewide governmental body with the authority to establish a budget and impose taxes (includes hospital districts). Other local governmental agencies should apply through an associated unit of local government. See the [Eligible Organizations](#) section for more information.

Project Periods

First-year projects may not exceed a 12-month period, except Transitional Housing projects must have a 24-month project period. Continuation projects may not exceed a 24-month period. Projects receiving a 24-month award in 2017 may not apply for continuation funding.

Budget

The minimum budget under this program is \$10,000 and there is no maximum funding request.

Match

Grantees must provide matching funds equal to 20% of the total project cost. The match requirement can be met through cash or in-kind contributions.

Process

Applications under this funding announcement must be submitted in eGrants at eGrants.gov.texas.gov

Timelines

Action	Date
Online System Opening Date	12/18/2017
Final Date to Submit an Application	02/20/2018 at 5:00PM CST
Earliest Project Start Date	10/01/2018 (exceptions for College Campus projects)
Latest Project Start Date	12/01/2018 (exceptions for College Campus projects)

Contact Information

For more information, contact the eGrants help desk at eGrants@gov.texas.gov or (512) 463-1919.

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General Victim Assistance Program

Overview of Application Process

Applicants should carefully review the application process as outlined below. CJD will not consider applications that fail to adequately address the application requirements and prompts, including those that have been previously approved for funding and/or are recommended for funding by local Criminal Justice Advisory Committees.

□ Step 1 – Review eligibility and requirements:

- The Eligibility section outlines who may apply, which purpose areas will be considered, and the expenses and activities eligible to be included.
- The Program-Specific Details section has information on timelines, reporting, and funding.
- The Standard CJD Requirements section addresses application and project requirements.

□ Step 2 – Contact your regional criminal justice planner (local and regional projects only): The regional Council of Governments' (COG) Criminal Justice Advisory Committee will review local and regional applications first, and some COGs have additional, mandatory application procedures. Applicants should contact their COG's criminal justice planner early as possible. A directory is available at <http://txregionalcouncil.org/regional-programs/criminal-justice/cjcontacts/>.

□ Step 3 – Develop your project: Before starting your application, applicants should develop a concrete understanding of their project and read CJD's *Developing a Good Project Narrative* at <http://gov.texas.gov/cjd/resources>, which details how to explain:

- **What the project will accomplish:** What problem will the project solve? Who is the targeted population to serve and/or prosecute? What does success look like and how do you measure it?
- **How the project will help:** What specifically will you do? What standards or evidence says it's an effective approach? What capabilities are needed to succeed?
- **What is required for success:** What resources (including funding) does the project require?

□ Step 4 - Apply in eGrants: Compile and submit your grant application via eGrants, at <http://eGrants.gov.texas.gov>. For more instructions and information, see *How to Apply for a CJD Grant*, available at <http://gov.texas.gov/cjd/resources>.

□ Step 5 - Funding Decisions and Grant Acceptance: Await the funding decision, which is provided through a grant award or other notice from CJD. If you receive an award, complete the acceptance process to access funds.

Application Resources

CJD has published several resources to assist applicants in understanding and applying for funding, all of which can be found at <http://gov.texas.gov/cjd/resources>

CJD Funding Announcement: General Victim Assistance Program

- ***Developing a Good Project Narrative:*** Guidance on how to formulate an effective project, and how to communicate it clearly in the application's narrative prompts.
- ***How to Apply for a CJD Grant:*** Instructions on how to file an application in eGrants.
- ***Guide to Grants:*** CJD policies and guidance on common grant issues.
- ***Grantee Conditions and Responsibilities:*** A compendium of CJD and Homeland Security Grants Division policies for all grantees.
- ***Standard Certifications and Requirements:*** CJD's standard requirements that the Authorized Official must certify upon applying for a grant.
- ***CJD Grant Activities and Measures:*** A reference for applicants on the activities allowed for different project types and the measures associated with each.

Eligibility

Eligible Organizations

Applications may be submitted by state agencies, public and private non-profit institutions of higher education, independent school districts, Native American tribes, councils of governments, non-profit corporations (including hospitals and faith-based organizations) and units of local government, which are defined as a non-statewide governmental body with the authority to establish a budget and impose taxes (includes hospital districts).

Other local governmental agencies must be submitted by a unit of government affiliated with the agency, including an authorizing resolution from that unit of government. For example, police departments must apply through their municipal government; and community supervision and corrections departments and district attorneys must apply through their affiliated county government (or one of their affiliated counties, in the case of agencies that serve more than one county).

Agencies applying for funds to support a CASA or Children's Advocacy Center program must apply through either Texas CASA, Inc. or Children's Advocacy Centers of Texas.

Special eligibility restrictions apply to the Transitional Housing and Support Services, College Campus Victim Assistance, and Sexual Assault Forensic Services Purpose Areas. See Eligible Purpose Areas for more information.

Eligible Activities and Costs

The following list of eligible and ineligible activities and costs apply generally to all projects under this announcement. **However, some purpose areas eligible under this funding announcement have special allowed or disallowed activities and costs – see the purpose-area sections below.** For definitions, see *CJD Grant Activities and Measures* (available at <http://gov.texas.gov/cjd/resources>)

CJD Funding Announcement: General Victim Assistance Program

Eligible:

1. Casework, non-licensed counseling, individual advocacy, or other support (including peer support groups, crisis services, system advocacy, accompaniment, emotional support, multi-disciplinary teams and case coordination, etc.);
2. Counseling, therapy, or other care performed by a licensed (or certified) professional (including forensic interviews of victims not performed by law enforcement officers or prosecutors);
3. Emergency shelter or transportation;
4. Equipment and technology (including vehicle purchases – see Program-Specific Requirements below for special conditions for vehicle purchases);
5. General law enforcement or public safety (public presentations or outreach designed to help identify victims or develop victim assistance programs only);
6. Legal assistance (for civil legal issues such as protective order assistance);
7. Program evaluation and assessment; and
8. Training, professional development, or technical assistance – received from others or performed in-house.

Ineligible:

1. Counseling or treatment for substance abuse (activities with a primary purpose – general counseling that includes a component addressing substance abuse is eligible);
2. Remodeling and construction;
3. Instruction and support for academic programs;
4. Instruction and support for employment or workforce programs;
5. Instruction and support for life, social, or emotional skills;
6. Prosecutions or investigations (does not include forensic services explicitly allowed by this announcement under “counseling, therapy, or other care performed by a licensed professional);
7. Victim-offender meetings that serve to replace (or as a part of) criminal justice proceedings;
8. Services to incarcerated individuals;
9. Medical training;
10. Medical services other than forensic medical examinations and prophylaxis;
11. Forensic medical evidence collection;
12. Cash payments to victims, gift cards, or fuel vouchers;
13. Creation of a voucher program where victims are directly given vouchers for such services as housing or counseling;
14. Transportation, lodging, per diem or any related costs for third-party participants to attend a training, when grant funds are used to develop and conduct training;
15. Leasing of vehicles;

CJD Funding Announcement: General Victim Assistance Program

16. Research and studies, except for project evaluations under 28 CFR § 94.121(j);
17. Activities that may compromise victim safety; and
18. Any other prohibition imposed by federal, state, or local law or regulation.

Eligible Purpose Areas

Applications must designate in eGrants which of the following purpose areas corresponds to their project:

- **General Victim Services**
- **Transitional Housing and Support Services**
- **College Campus Victim Assistance**
- **Sexual Assault Forensic Services**
- **Victim Assistance System Improvement**

Applications must also contain target measures that demonstrate the scope of the project. These targets will be one measure of project success and grantees will be required to report periodic progress towards them. Each of the purpose areas have measures that correspond to them and specific activities. For a list of the measures and activities for this funding announcement, see *CJD Grant Activities and Measures*, available at <http://gov.texas.gov/cjd/resources>.

Each eligible purpose area also has associated requirements that apply during the application process and/or grant project. See [Program-Specific Requirements](#) for more information.

General Victim Services

General Victim Services projects provide direct services to victims of crime, with the goal of speeding their recovery and aiding them through the criminal justice process. This purpose area covers most grants under this funding announcement.

General Victim Services projects are typically the primary grant for service providers, but eligible organizations may also apply for additional grants under the Transitional Housing and Support Services, Sexual Assault Forensic Services, or Victim Assistance System Improvement purpose areas to augment their primary services.

Transitional Housing and Support Services

Transitional Housing & Support Services Initiative projects are eligible for funding for expanded housing and services, but only organizations that offer or will offer extensive services are eligible. These projects are often layered on top of a General Victim Services project, and must be applied for separately.

These projects should focus on a victim-centered, trauma-informed approach to providing transitional housing services that improve the well-being and stability of adult survivors of domestic violence, sexual assault, dating violence, stalking, and/or human trafficking. Transitional housing programs, in addition to providing for basic shelter needs of survivors, provide direct service supports such as counseling, case management, and parenting classes to support survivors in achieving their goals.

CJD Funding Announcement: General Victim Assistance Program

Transitional housing is defined by CJD as non-emergency housing that may last for a period of 6 to 18 months. Residents must all have their own private living space, which may include apartments, rooms in a house, or other arrangement. There may be communal living areas such as kitchens and living rooms, however residents may not be required to share all spaces. The program provides for the reasonable safety and privacy needed by victims/survivors and shall offer access to necessary furniture and equipment.

Special organizational eligibility:

Applications may only be submitted by rape crisis centers, emergency shelters and other non-profit, non-governmental organizations or tribal programs (e.g. transitional housing) with a primary focus of providing direct supportive services to domestic violence, sexual assault, and human trafficking victims/survivors.

For the purpose of this grant, applicants must have existing facilities that either already serve as transitional housing or that can be easily converted to serve such a purpose (i.e., a floor or level of an existing shelter), or be prepared and able to lease apartments under the agency. This grant will not fund agencies without a record of effectiveness with CJD, nor will it finance the purchase of property, renovations, or other capital expenses. Transitional housing is not emergency shelter.

Special additional eligible costs:

1. Transitional housing and relocation, including victims' utility costs, rental assistance, and security deposits (individuals may receive housing for a maximum of 18 months); and
2. Support services that foster stability and independence, such as childcare.

Special additional ineligible costs:

1. Emergency shelter;
2. Victim-offender meetings;
3. Forensic interviews; and
4. Administrative costs.

Special project periods and budget limits:

Projects must be for a 24 month period. The minimum award is \$10,000 and there is no maximum.

Special required program services:

All Transitional Housing and Support Services applicants must written documentation prior to the project start date (but may be submitted after the application) certifying that if they do not currently offer all of the following services, the applicant will provide all such services within 30 days of the project start date or prior to the delivery of services, whichever occurs earlier: Employment assistance, education assistance, housing advocacy, economic assistance, in-person counseling, support groups, childcare, children's services, and safety planning.

CJD Funding Announcement: General Victim Assistance Program

Program service definitions and the certification form are available at <https://gov.texas.gov/organization/cjd/transitional-housing>.

Prohibition on mandatory participation and charging rent:

Programs may not make participation in support services or other agency programs mandatory to receive transitional housing assistance. Programs may not charge victims for rent.

College Campus Victim Assistance

Colleges and universities applying to provide direct services to victims must select this purpose area. This allows CJD to tailor assistance and oversight to the special needs existing on campuses, and requires applicants to offer and promote confidential access to services. CJD's goal is to build a culture for victim services on Texas campuses that centers on readily meeting victims with empathy and support to quicken their recovery process, not bureaucratic requirements that hinder receiving services.

Special organizational eligibility:

All public and private, non-profit institutions of higher education applying to provide direct victim services on campuses or related to campuses must apply under this purpose area.

Special additional eligible activities and costs:

- Transitional housing and relocation (including victims' utility costs, rental assistance, and security deposits); and
- Support services that foster stability and independence, such as childcare.

Special additional ineligible costs:

None.

Special project periods and budget limits:

Projects may not exceed a 12 month period. Projects must start on either August 1, 2018, or January 1, 2019. The minimum award is \$40,000 and there is no maximum.

Special program requirement – Confidential Direct Service Providers:

All personnel compensated under these projects must follow CJD's Confidential Direct Service Provider procedures. To verify this requirement, grantees must upload to eGrants a letter signed by the project's Authorized Official certifying this fact prior to commencing grant activities.

Details on Confidential Direct Service Providers and the text of the certification is available at <https://gov.texas.gov/organization/cjd/college-campus-victim-assistance>.

Special program requirement – awareness campaign for confidential services:

To maximize the utilization of the confidential services provided through grant awards, CJD these grantees to submit a plan detailing efforts to raise awareness among students of 1) the confidentiality protections offered by campus Confidential Direct Services Providers; and 2) where and when

CJD Funding Announcement: General Victim Assistance Program

confidential services are available, how to access them, and which service providers and authorities are covered by confidentiality provisions and which are not. These activities may include inclusion in student orientations, campus-wide emails, pamphlet materials, and/or outreach to peer leaders/influencers.

Plans must be submitted to CJD via an upload to eGrants within 90 days of the beginning of the project period in order to continue receiving reimbursements.

Sexual Assault Forensic Services

Sexual Assault Forensic Services projects are eligible for expanded equipment and activities related to Sexual Assault Nurse Examiners (SANE) and Sexual Assault Response Teams (SART). Grantees under this purpose area are required to either include a victim advocate (a best practice for SARTs and SANEs) in their application or certify that they already have an advocate in place.

Through these projects, CJD seeks to improve and expand the support services associated with sexual assault forensic exams available to victims in the immediate aftermath of the crime by supporting the expansion of – and reinvestment in – sexual assault forensic service programs and the adoption of SANE and SART best practices. By increasing the availability and quality of immediate forensic services, the initiative will improve the long-term health and safety outcomes for survivors of sexual assault.

For more information on SANEs, SARTs, and this grant program, go to <https://gov.texas.gov/organization/cjd/SAFS>.

Special organizational eligibility:

Applications may only be submitted by rape crisis centers, emergency shelters and other non-profit, non-governmental organizations or tribal programs (e.g. transitional housing) with a primary focus of providing direct supportive services to sexual assault and human trafficking victims/survivors. For the purpose of this grant, applicants may have existing SART or SANE teams or may use funding to start programs. Funding may also be used for related crisis services and programs. In cases where funding is used to establish new programs, applicants must demonstrate that the agency housing or sponsoring the program (i.e., a rape crisis center housing a SANE program) has a proven track record of providing effective victim services and that staff are qualified to establish such programs.

Special additional eligible activities and costs:

These projects may generally include funds for other services associated with the first-96-hours response to sexual assaults (excluding those prohibited under the general [Eligible Activities and Costs](#)), including:

1. Equipment, technology, and supplies used in the provision of forensic medical services (such as colposcopes or high-definition cameras);
2. Activities performed by SANE nurses that are not medical or legal services (such as emotional support, advocacy, or program coordination); and
3. Program coordination for Sexual Assault Response Teams.

CJD Funding Announcement: General Victim Assistance Program

Special additional ineligible activities and costs:

While funding may be used to cover some costs associated with forensic services, grant funds may not be used to supplant funding from law enforcement or other agencies that currently reimburse service providers for forensic exams and other expenses, or other such funding required to be provided under statute. Grant funds may also not be used to supplant Crime Victims' Compensation (CVC) funds.

Grant funds may also not be used for administrative costs.

Special project periods and budget limits:

Projects may not exceed a 12-month period. The minimum award is \$10,000 and there is no maximum.

Special program requirement – victim advocate:

Applicants must either include at least one victim advocate in their project budget or upload a certification to eGrants that they already have such advocates in-place. For the text of the certification, go to: <http://gov.texas.gov/cjd/SAFS>.

Victim Assistance System Improvement

Victim Assistance System Improvement projects are those that do not provide direct services to victims but seek to improve the overall system of victim assistance, including providing training or other support to direct services providers. However, research projects are not eligible.

Special additional eligible activities and costs:

1. Materials and curriculum development; and
2. Training, professional development, or technical assistance – provided to others.

Special additional ineligible activities and costs:

1. Direct victim services.

Special project periods and budget limits:

Projects may not exceed a 24-month period. There are no special budget limits.

Program-Specific Details

Timeline

Action	Date
Funding Announcement Release	12/01/2017
Online System Opening Date	12/18/2017
Final Date to Submit an Application	02/20/2018 at 5:00PM CST
Earliest Project Start Date	10/01/2018 (exceptions for College Campus projects)
Latest Project Start Date	12/01/2018 (exceptions for College Campus projects)

Funding and Reporting Details

Category	Detail
Funds Available	Up to \$130 million ¹
Budget Minimum	\$10,000
Budget Maximum	None
Match Requirement	20% of total project cost ²
Project Period	- Continuation projects: 24 months - First-year projects: 12 months - Projects receiving a 24-month award in 2017 are not eligible for continuation funding, but current grantees may apply for new and substantially dissimilar projects.
Funding Source	Federal: Authorized under the Victims of Crime Act of 1984 (VOCA) as amended, 42 U.S.C. 10601.
Financial Reporting	At least quarterly, submitted via Financial Status Reports in eGrants
Financing method	Reimbursement-for-costs basis
Progress Reporting	- Quarterly, submitted via the Public Policy Research Institute at Texas A&M University at http://cjd.tamu.edu - Additional reports may be required

- 1) VOCA funds are made available through a Congressional appropriation. All awards are subject to the availability of federal funds and any modifications or additional requirements that may be imposed by law.
- 2) Total project cost is the aggregate of OOG grant funds, cash match, and in-kind match. Go to the Guide to Grants, available at <http://gov.texas.gov/cjd/resources> for more information.

Program-Specific Requirements

In addition to the special requirements for specific purpose areas detailed above, all projects under this funding announcement must meet these requirements:

Budgeting requirement:

Applicants are strongly cautioned to only apply for the amount of funding they can responsibly expend in the grant period. CJD will be tracking expenditure rates throughout the life of the grants and may take action to avoid large de-obligations at the end of grant periods.

Demonstrated capabilities or funding:

Applicants must have a demonstrated record of providing effective victim services. In rare cases where services are critically needed, CJD may award funds to entities that have not yet demonstrated a record of providing services, if they can demonstrate that (1) 25 percent of their financial support comes from non-federal sources (to demonstrate financial stability); and (2) the entity is already operational at the time of application.

Applicants must submit adequate information in the "Capacity & Capabilities" section of the eGrants application to determine which of these conditions they are applying under.

Cultural competency:

Applicants must be culturally competent when providing services to victims. Victim service providers must have the ability to blend cultural knowledge and sensitivity with victim restoration skills for a more effective and culturally appropriate recovery process. Cultural competency occurs when: (1) cultural knowledge, awareness and sensitivity are integrated into action and policy; (2) the service is relevant to the needs of the community and provided by trained staff, board members, and management; and (3) an advocate or organization recognizes each client is different with different needs, feelings, ideas and barriers.

Victim services assessment survey:

All recipients of funding under this announcement may be required to participate in a victim services assessment during their grant period, as directed by CJD.

Special requirements for vehicle purchases:

Only non-profits will be eligible to purchase vehicles under this funding announcement. The vehicles must be for the purpose of transporting victims to receive various services. Applicants must explain where prompted on the Narrative tab of their eGrants application how the vehicles will be utilized and how that strengthens their delivery of victim services.

Standard CJD Requirements

When accepting an award under this funding announcement, the grantee agrees to comply with a variety of state and federal laws and regulations, including requirements related to Uniform Crime Reports, criminal history reporting, and immigration and customs enforcement requests. For more information see the following documents, available at <http://gov.texas.gov/cjd/resources>.

- *Standard Certifications and Requirements*
- *Grantee Conditions and Responsibilities*
- *Guide to Grants*

Selection Process

Application Screening: CJD will screen all applications to ensure that they meet the requirements included in the funding announcement. Applications that meet those requirements will move forward to the merit review phase.

Merit Review – Local Projects: Projects with a local impact will be reviewed by a panel appointed by the local Council of Governments using their own criteria. The merit review panels will assess the applications for quality and rank by priority, and then report their findings to the CJD executive director.

Merit Review – Statewide Projects: Projects with a statewide impact will be reviewed by a panel appointed by the CJD executive director in an effort to prioritize funding. The merit review panel will assess and score each application on a 100-point scale, and then report its findings to the executive

CJD Funding Announcement: General Victim Assistance Program

director. Scores will be based on standard criteria. For more information, see *How to Apply for a CJD Grant*, available at <http://gov.texas.gov/cjd/resources>.

Final Decisions – All Projects: The executive director will consider merit review rankings along with other factors and make all final funding decisions. Other factors may include cost effectiveness, overall funds availability, CJD or state government priorities and strategies, legislative directives, need, geographic distribution, balance of focuses and approaches, or other relevant factors.

CJD may not fund all applications or may only award part of the amount requested. Per Rule 3.9 of the Texas Administrative Code, all funding decisions made by the executive director are final and are not subject to appeal. The receipt of an application by CJD does not obligate CJD to fund the grant or to fund it at the amount requested.

Announcements

After CJD makes final funding decisions, each applicant will receive either an unfunded notice or a preliminary decision notification or final grant award. Release of final grant awards for federally funded programs are always contingent on CJD's receipt of the federal grant award for that program and CJD cannot release or guarantee funding to any applicant until it has received and accepted the federal award and a determination is made that adequate funding is available.

About CJD

Our mission at the Criminal Justice Division is to direct much needed resources to those who are committed to making Texas a safer place and those who help victims of crime to recover and feel safe again. In carrying out this mission, we are committed to helping our grantees by actively finding ways for them to accomplish their goals and by making sure that we always have our eye to identifying the approaches that work best. We envision positive and beneficial working relationships with our grantees where we provide as much assistance as is needed and where are always ready with answers, not burdensome restrictions or requirements.

CJD will make over \$275 million in funding available to hundreds of organizations during state fiscal year 2018 for juvenile justice, delinquency prevention, victims services, law enforcement, prosecution, courts, specialty courts, prevention of child sex trafficking, and other types of projects to benefit Texans.



AGENDA MEMORANDUM

BOARD: City Commission

AGENDA ITEM #: 4.E.

DATE SUBMITTED: February 3, 2018

MEETING DATE: February 19, 2018

FROM: Jose Luengo, Police Chief

DEPARTMENT: Police

DIRECTOR: Jose Luengo

Agenda Item: Consideration and action if any, on Resolution authorizing the Pharr Police Department to apply for the Human Trafficking Liaison Project Grant # 2430508.

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason: N/A

Issue:

Who: Pharr Police Department and Office of the Governor

What: Office of the Governor Criminal Justice Division is soliciting applications for its Human Trafficking Liaison Project.

Where: Services will be provided to victims in the City of Pharr but can also serve as area coordinator.

When: The project will start on 10/01/2018 thru 09/30/2019.

Why: The purpose of this program is to provide services and assistance directly to victims of crime to speed their recovery and aid them through the criminal justice process.

Financial Consideration:

Grantees must provide matching funds equal to 20% of the total project cost.

Staff Recommendation: I recommend approval.

Alternatives: N/A

ROUTING:

Jose Luengo

Patricia Rigney

Karla Moya

City Management Office

Created/Initiated - 02/03/2018

Approved - 02/06/2018

Approved - 02/12/2018

Final Approval - 02/14/2018

RESOLUTION NO. R-2018-_____

OFFICE OF THE GOVERNOR, CRIMINAL JUSTICE DIVISION
(GENERAL VICTIMS ASSISTANCE DIRECT SERVICES GRANT PROGRAM)

WHEREAS, The City of Pharr finds it in the best interest of the citizens of Pharr, that the Human Trafficking Liaison Project be operated for the 10/01/2018 thru 09/30/2019; and

WHEREAS, The City of Pharr City Commission agrees to provide applicable matching funds for the said project as required by the Office of the Governor Criminal Justice Division grant application; and

WHEREAS, The City of Pharr City Commission agrees that in the event of loss or misuse of the Criminal Justice Division funds, The City of Pharr City Commission assures that the funds will be returned to the Criminal Justice Division in full.

WHEREAS, The City of Pharr City Commission designates Chief of Police, as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

NOW, THEREFORE, BE IT RESOLVED that the City of Pharr City Commission approves submission of the grant application for the Human Trafficking Liaison Project to the Office of the Governor, Criminal Justice Division.

PASSED AND APPROVED BY THE BOARD OF COMMISSIONERS OF THE CITY OF PHARR TEXAS, THIS _____ DAY OF FEBRUARY, 2018.

Grant Number: 2430508

CITY OF PHARR:

Ambrosio Hernandez, Mayor

ATTEST:

Hilda Pedraza, City Secretary

Certification

The State of Texas

County of Hidalgo

City of Pharr

*I, Hilda Pedraza, duly appointed City Clerk of the City of Pharr, Texas, do hereby certify that the foregoing Constitutes a true and correctly copy of the original Resolution duly passed and adopted by the board of Commissioners of the City of Pharr, Texas, on the _____ day of **FEBRUARY**, 2018, ad.*

(Resolution no. _____)

*In witness whereof, I have hereunto subscribed my official Signature and impressed the seal of the City of Pharr, Texas, This the __ day of **FEBRUARY** 2018, ad.*

City of Pharr

Hilda Pedraza, City Clerk



Office of the Governor

Criminal Justice Division

Funding Announcement:

General Victim Assistance Program

December 1, 2017

Opportunity Snapshot

Below is a high-level overview. Full information is in the funding announcement that follows.

Purpose

The purpose of this program is to provide services and assistance directly to victims of crime to speed their recovery and aid them through the criminal justice process.

Eligible Purpose Areas

Projects must fall under one of five purpose areas: General Victim Services, Transitional Housing and Support Services, College Campus Victim Assistance, Sexual Assault Forensic Services, or Victim Assistance System Improvement.

Organizational Eligibility

Applications may be submitted by state agencies, public and private non-profit institutions of higher education, independent school districts, Native American tribes, councils of governments, non-profit corporations (including hospitals and faith-based organizations) and units of local government, which are defined as a non-statewide governmental body with the authority to establish a budget and impose taxes (includes hospital districts). Other local governmental agencies should apply through an associated unit of local government. See the [Eligible Organizations](#) section for more information.

Project Periods

First-year projects may not exceed a 12-month period, except Transitional Housing projects must have a 24-month project period. Continuation projects may not exceed a 24-month period. Projects receiving a 24-month award in 2017 may not apply for continuation funding.

Budget

The minimum budget under this program is \$10,000 and there is no maximum funding request.

Match

Grantees must provide matching funds equal to 20% of the total project cost. The match requirement can be met through cash or in-kind contributions.

Process

Applications under this funding announcement must be submitted in eGrants at eGrants.gov.texas.gov

Timelines

Action	Date
Online System Opening Date	12/18/2017
Final Date to Submit an Application	02/20/2018 at 5:00PM CST
Earliest Project Start Date	10/01/2018 (exceptions for College Campus projects)
Latest Project Start Date	12/01/2018 (exceptions for College Campus projects)

Contact Information

For more information, contact the eGrants help desk at eGrants@gov.texas.gov or (512) 463-1919.

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General Victim Assistance Program

Overview of Application Process

Applicants should carefully review the application process as outlined below. CJD will not consider applications that fail to adequately address the application requirements and prompts, including those that have been previously approved for funding and/or are recommended for funding by local Criminal Justice Advisory Committees.

☐ Step 1 – Review eligibility and requirements:

- The Eligibility section outlines who may apply, which purpose areas will be considered, and the expenses and activities eligible to be included.
- The Program-Specific Details section has information on timelines, reporting, and funding.
- The Standard CJD Requirements section addresses application and project requirements.

☐ Step 2 – Contact your regional criminal justice planner (local and regional projects only):

The regional Council of Governments' (COG) Criminal Justice Advisory Committee will review local and regional applications first, and some COGs have additional, mandatory application procedures. Applicants should contact their COG's criminal justice planner early as possible. A directory is available at <http://txregionalcouncil.org/regional-programs/criminal-justice/cicontacts/>.

☐ Step 3 – Develop your project:

Before starting your application, applicants should develop a concrete understanding of their project and read CJD's *Developing a Good Project Narrative* at <http://gov.texas.gov/cjd/resources>, which details how to explain:

- **What the project will accomplish:** What problem will the project solve? Who is the targeted population to serve and/or prosecute? What does success look like and how do you measure it?
- **How the project will help:** What specifically will you do? What standards or evidence says it's an effective approach? What capabilities are needed to succeed?
- **What is required for success:** What resources (including funding) does the project require?

☐ Step 4 - Apply in eGrants:

Compile and submit your grant application via eGrants, at <http://eGrants.gov.texas.gov>. For more instructions and information, see *How to Apply for a CJD Grant*, available at <http://gov.texas.gov/cjd/resources>.

☐ Step 5 - Funding Decisions and Grant Acceptance:

Await the funding decision, which is provided through a grant award or other notice from CJD. If you receive an award, complete the acceptance process to access funds.

Application Resources

CJD has published several resources to assist applicants in understanding and applying for funding, all of which can be found at <http://gov.texas.gov/cjd/resources>

CJD Funding Announcement: General Victim Assistance Program

- ***Developing a Good Project Narrative:*** Guidance on how to formulate an effective project, and how to communicate it clearly in the application's narrative prompts.
- ***How to Apply for a CJD Grant:*** Instructions on how to file an application in eGrants.
- ***Guide to Grants:*** CJD policies and guidance on common grant issues.
- ***Grantee Conditions and Responsibilities:*** A compendium of CJD and Homeland Security Grants Division policies for all grantees.
- ***Standard Certifications and Requirements:*** CJD's standard requirements that the Authorized Official must certify upon applying for a grant.
- ***CJD Grant Activities and Measures:*** A reference for applicants on the activities allowed for different project types and the measures associated with each.

Eligibility

Eligible Organizations

Applications may be submitted by state agencies, public and private non-profit institutions of higher education, independent school districts, Native American tribes, councils of governments, non-profit corporations (including hospitals and faith-based organizations) and units of local government, which are defined as a non-statewide governmental body with the authority to establish a budget and impose taxes (includes hospital districts).

Other local governmental agencies must be submitted by a unit of government affiliated with the agency, including an authorizing resolution from that unit of government. For example, police departments must apply through their municipal government; and community supervision and corrections departments and district attorneys must apply through their affiliated county government (or one of their affiliated counties, in the case of agencies that serve more than one county).

Agencies applying for funds to support a CASA or Children's Advocacy Center program must apply through either Texas CASA, Inc. or Children's Advocacy Centers of Texas.

Special eligibility restrictions apply to the Transitional Housing and Support Services, College Campus Victim Assistance, and Sexual Assault Forensic Services Purpose Areas. See Eligible Purpose Areas for more information.

Eligible Activities and Costs

The following list of eligible and ineligible activities and costs apply generally to all projects under this announcement. **However, some purpose areas eligible under this funding announcement have special allowed or disallowed activities and costs – see the purpose-area sections below.** For definitions, see *CJD Grant Activities and Measures* (available at <http://gov.texas.gov/cjd/resources>)

CJD Funding Announcement: General Victim Assistance Program

Eligible:

1. Casework, non-licensed counseling, individual advocacy, or other support (including peer support groups, crisis services, system advocacy, accompaniment, emotional support, multi-disciplinary teams and case coordination, etc.);
2. Counseling, therapy, or other care performed by a licensed (or certified) professional (including forensic interviews of victims not performed by law enforcement officers or prosecutors);
3. Emergency shelter or transportation;
4. Equipment and technology (including vehicle purchases – see Program-Specific Requirements below for special conditions for vehicle purchases);
5. General law enforcement or public safety (public presentations or outreach designed to help identify victims or develop victim assistance programs only);
6. Legal assistance (for civil legal issues such as protective order assistance);
7. Program evaluation and assessment; and
8. Training, professional development, or technical assistance – received from others or performed in-house.

Ineligible:

1. Counseling or treatment for substance abuse (activities with a primary purpose – general counseling that includes a component addressing substance abuse is eligible);
2. Remodeling and construction;
3. Instruction and support for academic programs;
4. Instruction and support for employment or workforce programs;
5. Instruction and support for life, social, or emotional skills;
6. Prosecutions or investigations (does not include forensic services explicitly allowed by this announcement under “counseling, therapy, or other care performed by a licensed professional);
7. Victim-offender meetings that serve to replace (or as a part of) criminal justice proceedings;
8. Services to incarcerated individuals;
9. Medical training;
10. Medical services other than forensic medical examinations and prophylaxis;
11. Forensic medical evidence collection;
12. Cash payments to victims, gift cards, or fuel vouchers;
13. Creation of a voucher program where victims are directly given vouchers for such services as housing or counseling;
14. Transportation, lodging, per diem or any related costs for third-party participants to attend a training, when grant funds are used to develop and conduct training;
15. Leasing of vehicles;

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16. Research and studies, except for project evaluations under 28 CFR § 94.121(j);
17. Activities that may compromise victim safety; and
18. Any other prohibition imposed by federal, state, or local law or regulation.

Eligible Purpose Areas

Applications must designate in eGrants which of the following purpose areas corresponds to their project:

- **General Victim Services**
- **Transitional Housing and Support Services**
- **College Campus Victim Assistance**
- **Sexual Assault Forensic Services**
- **Victim Assistance System Improvement**

Applications must also contain target measures that demonstrate the scope of the project. These targets will be one measure of project success and grantees will be required to report periodic progress towards them. Each of the purpose areas have measures that correspond to them and specific activities. For a list of the measures and activities for this funding announcement, see *CJD Grant Activities and Measures*, available at <http://gov.texas.gov/cjd/resources>.

Each eligible purpose area also has associated requirements that apply during the application process and/or grant project. See [Program-Specific Requirements](#) for more information.

General Victim Services

General Victim Services projects provide direct services to victims of crime, with the goal of speeding their recovery and aiding them through the criminal justice process. This purpose area covers most grants under this funding announcement.

General Victim Services projects are typically the primary grant for service providers, but eligible organizations may also apply for additional grants under the Transitional Housing and Support Services, Sexual Assault Forensic Services, or Victim Assistance System Improvement purpose areas to augment their primary services.

Transitional Housing and Support Services

Transitional Housing & Support Services Initiative projects are eligible for funding for expanded housing and services, but only organizations that offer or will offer extensive services are eligible. These projects are often layered on top of a General Victim Services project, and must be applied for separately.

These projects should focus on a victim-centered, trauma-informed approach to providing transitional housing services that improve the well-being and stability of adult survivors of domestic violence, sexual assault, dating violence, stalking, and/or human trafficking. Transitional housing programs, in addition to providing for basic shelter needs of survivors, provide direct service supports such as counseling, case management, and parenting classes to support survivors in achieving their goals.

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Transitional housing is defined by CJD as non-emergency housing that may last for a period of 6 to 18 months. Residents must all have their own private living space, which may include apartments, rooms in a house, or other arrangement. There may be communal living areas such as kitchens and living rooms, however residents may not be required to share all spaces. The program provides for the reasonable safety and privacy needed by victims/survivors and shall offer access to necessary furniture and equipment.

Special organizational eligibility:

Applications may only be submitted by rape crisis centers, emergency shelters and other non-profit, non-governmental organizations or tribal programs (e.g. transitional housing) with a primary focus of providing direct supportive services to domestic violence, sexual assault, and human trafficking victims/survivors.

For the purpose of this grant, applicants must have existing facilities that either already serve as transitional housing or that can be easily converted to serve such a purpose (i.e., a floor or level of an existing shelter), or be prepared and able to lease apartments under the agency. This grant will not fund agencies without a record of effectiveness with CJD, nor will it finance the purchase of property, renovations, or other capital expenses. Transitional housing is not emergency shelter.

Special additional eligible costs:

1. Transitional housing and relocation, including victims' utility costs, rental assistance, and security deposits (individuals may receive housing for a maximum of 18 months); and
2. Support services that foster stability and independence, such as childcare.

Special additional ineligible costs:

1. Emergency shelter;
2. Victim-offender meetings;
3. Forensic interviews; and
4. Administrative costs.

Special project periods and budget limits:

Projects must be for a 24 month period. The minimum award is \$10,000 and there is no maximum.

Special required program services:

All Transitional Housing and Support Services applicants must written documentation prior to the project start date (but may be submitted after the application) certifying that if they do not currently offer all of the following services, the applicant will provide all such services within 30 days of the project start date or prior to the delivery of services, whichever occurs earlier: Employment assistance, education assistance, housing advocacy, economic assistance, in-person counseling, support groups, childcare, children's services, and safety planning.

CJD Funding Announcement: General Victim Assistance Program

Program service definitions and the certification form are available at <https://gov.texas.gov/organization/cjd/transitional-housing> .

Prohibition on mandatory participation and charging rent:

Programs may not make participation in support services or other agency programs mandatory to receive transitional housing assistance. Programs may not charge victims for rent.

College Campus Victim Assistance

Colleges and universities applying to provide direct services to victims must select this purpose area. This allows CJD to tailor assistance and oversight to the special needs existing on campuses, and requires applicants to offer and promote confidential access to services. CJD's goal is to build a culture for victim services on Texas campuses that centers on readily meeting victims with empathy and support to quicken their recovery process, not bureaucratic requirements that hinder receiving services.

Special organizational eligibility:

All public and private, non-profit institutions of higher education applying to provide direct victim services on campuses or related to campuses must apply under this purpose area.

Special additional eligible activities and costs:

- Transitional housing and relocation (including victims' utility costs, rental assistance, and security deposits); and
- Support services that foster stability and independence, such as childcare.

Special additional ineligible costs:

None.

Special project periods and budget limits:

Projects may not exceed a 12 month period. Projects must start on either August 1, 2018, or January 1, 2019. The minimum award is \$40,000 and there is no maximum.

Special program requirement – Confidential Direct Service Providers:

All personnel compensated under these projects must follow CJD's Confidential Direct Service Provider procedures. To verify this requirement, grantees must upload to eGrants a letter signed by the project's Authorized Official certifying this fact prior to commencing grant activities.

Details on Confidential Direct Service Providers and the text of the certification is available at <https://gov.texas.gov/organization/cjd/college-campus-victim-assistance> .

Special program requirement – awareness campaign for confidential services:

To maximize the utilization of the confidential services provided through grant awards, CJD these grantees to submit a plan detailing efforts to raise awareness among students of 1) the confidentiality protections offered by campus Confidential Direct Services Providers; and 2) where and when

CJD Funding Announcement: General Victim Assistance Program

confidential services are available, how to access them, and which service providers and authorities are covered by confidentiality provisions and which are not. These activities may include inclusion in student orientations, campus-wide emails, pamphlet materials, and/or outreach to peer leaders/influencers.

Plans must be submitted to CJD via an upload to eGrants within 90 days of the beginning of the project period in order to continue receiving reimbursements.

Sexual Assault Forensic Services

Sexual Assault Forensic Services projects are eligible for expanded equipment and activities related to Sexual Assault Nurse Examiners (SANE) and Sexual Assault Response Teams (SART). Grantees under this purpose area are required to either include a victim advocate (a best practice for SARTs and SANEs) in their application or certify that they already have an advocate in place.

Through these projects, CJD seeks to improve and expand the support services associated with sexual assault forensic exams available to victims in the immediate aftermath of the crime by supporting the expansion of – and reinvestment in – sexual assault forensic service programs and the adoption of SANE and SART best practices. By increasing the availability and quality of immediate forensic services, the initiative will improve the long-term health and safety outcomes for survivors of sexual assault.

For more information on SANEs, SARTs, and this grant program, go to <https://gov.texas.gov/organization/cjd/SAFS>.

Special organizational eligibility:

Applications may only be submitted by rape crisis centers, emergency shelters and other non-profit, non-governmental organizations or tribal programs (e.g. transitional housing) with a primary focus of providing direct supportive services to sexual assault and human trafficking victims/survivors. For the purpose of this grant, applicants may have existing SART or SANE teams or may use funding to start programs. Funding may also be used for related crisis services and programs. In cases where funding is used to establish new programs, applicants must demonstrate that the agency housing or sponsoring the program (i.e., a rape crisis center housing a SANE program) has a proven track record of providing effective victim services and that staff are qualified to establish such programs.

Special additional eligible activities and costs:

These projects may generally include funds for other services associated with the first-96-hours response to sexual assaults (excluding those prohibited under the general [Eligible Activities and Costs](#)), including:

1. Equipment, technology, and supplies used in the provision of forensic medical services (such as colposcopes or high-definition cameras);
2. Activities performed by SANE nurses that are not medical or legal services (such as emotional support, advocacy, or program coordination); and
3. Program coordination for Sexual Assault Response Teams.

CJD Funding Announcement: General Victim Assistance Program

Special additional ineligible activities and costs:

While funding may be used to cover some costs associated with forensic services, grant funds may not be used to supplant funding from law enforcement or other agencies that currently reimburse service providers for forensic exams and other expenses, or other such funding required to be provided under statute. Grant funds may also not be used to supplant Crime Victims' Compensation (CVC) funds.

Grant funds may also not be used for administrative costs.

Special project periods and budget limits:

Projects may not exceed a 12-month period. The minimum award is \$10,000 and there is no maximum.

Special program requirement – victim advocate:

Applicants must either include at least one victim advocate in their project budget or upload a certification to eGrants that they already have such advocates in-place. For the text of the certification, go to: <http://gov.texas.gov/cjd/SAFS>.

Victim Assistance System Improvement

Victim Assistance System Improvement projects are those that do not provide direct services to victims but seek to improve the overall system of victim assistance, including providing training or other support to direct services providers. However, research projects are not eligible.

Special additional eligible activities and costs:

1. Materials and curriculum development; and
2. Training, professional development, or technical assistance – provided to others.

Special additional ineligible activities and costs:

1. Direct victim services.

Special project periods and budget limits:

Projects may not exceed a 24-month period. There are no special budget limits.

Program-Specific Details

Timeline

Action	Date
Funding Announcement Release	12/01/2017
Online System Opening Date	12/18/2017
Final Date to Submit an Application	02/20/2018 at 5:00PM CST
Earliest Project Start Date	10/01/2018 (exceptions for College Campus projects)
Latest Project Start Date	12/01/2018 (exceptions for College Campus projects)

Funding and Reporting Details

Category	Detail
Funds Available	Up to \$130 million ¹
Budget Minimum	\$10,000
Budget Maximum	None
Match Requirement	20% of total project cost ²
Project Period	- Continuation projects: 24 months - First-year projects: 12 months - Projects receiving a 24-month award in 2017 are not eligible for continuation funding, but current grantees may apply for new and substantially dissimilar projects.
Funding Source	Federal: Authorized under the Victims of Crime Act of 1984 (VOCA) as amended, 42 U.S.C. 10601.
Financial Reporting	At least quarterly, submitted via Financial Status Reports in eGrants
Financing method	Reimbursement-for-costs basis
Progress Reporting	- Quarterly, submitted via the Public Policy Research Institute at Texas A&M University at http://cid.tamu.edu - Additional reports may be required

- 1) VOCA funds are made available through a Congressional appropriation. All awards are subject to the availability of federal funds and any modifications or additional requirements that may be imposed by law.
- 2) Total project cost is the aggregate of OOG grant funds, cash match, and in-kind match. Go to the Guide to Grants, available at <http://gov.texas.gov/cjd/resources> for more information.

Program-Specific Requirements

In addition to the special requirements for specific purpose areas detailed above, all projects under this funding announcement must meet these requirements:

Budgeting requirement:

Applicants are strongly cautioned to only apply for the amount of funding they can responsibly expend in the grant period. CJD will be tracking expenditure rates throughout the life of the grants and may take action to avoid large de-obligations at the end of grant periods.

Demonstrated capabilities or funding:

Applicants must have a demonstrated record of providing effective victim services. In rare cases where services are critically needed, CJD may award funds to entities that have not yet demonstrated a record of providing services, if they can demonstrate that (1) 25 percent of their financial support comes from non-federal sources (to demonstrate financial stability); and (2) the entity is already operational at the time of application.

Applicants must submit adequate information in the "Capacity & Capabilities" section of the eGrants application to determine which of these conditions they are applying under.

Cultural competency:

Applicants must be culturally competent when providing services to victims. Victim service providers must have the ability to blend cultural knowledge and sensitivity with victim restoration skills for a more effective and culturally appropriate recovery process. Cultural competency occurs when: (1) cultural knowledge, awareness and sensitivity are integrated into action and policy; (2) the service is relevant to the needs of the community and provided by trained staff, board members, and management; and (3) an advocate or organization recognizes each client is different with different needs, feelings, ideas and barriers.

Victim services assessment survey:

All recipients of funding under this announcement may be required to participate in a victim services assessment during their grant period, as directed by CJD.

Special requirements for vehicle purchases:

Only non-profits will be eligible to purchase vehicles under this funding announcement. The vehicles must be for the purpose of transporting victims to receive various services. Applicants must explain where prompted on the Narrative tab of their eGrants application how the vehicles will be utilized and how that strengthens their delivery of victim services.

Standard CJD Requirements

When accepting an award under this funding announcement, the grantee agrees to comply with a variety of state and federal laws and regulations, including requirements related to Uniform Crime Reports, criminal history reporting, and immigration and customs enforcement requests. For more information see the following documents, available at <http://gov.texas.gov/cjd/resources>.

- *Standard Certifications and Requirements*
- *Grantee Conditions and Responsibilities*
- *Guide to Grants*

Selection Process

Application Screening: CJD will screen all applications to ensure that they meet the requirements included in the funding announcement. Applications that meet those requirements will move forward to the merit review phase.

Merit Review – Local Projects: Projects with a local impact will be reviewed by a panel appointed by the local Council of Governments using their own criteria. The merit review panels will assess the applications for quality and rank by priority, and then report their findings to the CJD executive director.

Merit Review – Statewide Projects: Projects with a statewide impact will be reviewed by a panel appointed by the CJD executive director in an effort to prioritize funding. The merit review panel will assess and score each application on a 100-point scale, and then report its findings to the executive

CJD Funding Announcement: General Victim Assistance Program

director. Scores will be based on standard criteria. For more information, see *How to Apply for a CJD Grant*, available at <http://gov.texas.gov/cjd/resources>.

Final Decisions – All Projects: The executive director will consider merit review rankings along with other factors and make all final funding decisions. Other factors may include cost effectiveness, overall funds availability, CJD or state government priorities and strategies, legislative directives, need, geographic distribution, balance of focuses and approaches, or other relevant factors.

CJD may not fund all applications or may only award part of the amount requested. Per Rule 3.9 of the Texas Administrative Code, all funding decisions made by the executive director are final and are not subject to appeal. The receipt of an application by CJD does not obligate CJD to fund the grant or to fund it at the amount requested.

Announcements

After CJD makes final funding decisions, each applicant will receive either an unfunded notice or a preliminary decision notification or final grant award. Release of final grant awards for federally funded programs are always contingent on CJD's receipt of the federal grant award for that program and CJD cannot release or guarantee funding to any applicant until it has received and accepted the federal award and a determination is made that adequate funding is available.

About CJD

Our mission at the Criminal Justice Division is to direct much needed resources to those who are committed to making Texas a safer place and those who help victims of crime to recover and feel safe again. In carrying out this mission, we are committed to helping our grantees by actively finding ways for them to accomplish their goals and by making sure that we always have our eye to identifying the approaches that work best. We envision positive and beneficial working relationships with our grantees where we provide as much assistance as is needed and where we are always ready with answers, not burdensome restrictions or requirements.

CJD will make over \$275 million in funding available to hundreds of organizations during state fiscal year 2018 for juvenile justice, delinquency prevention, victims services, law enforcement, prosecution, courts, specialty courts, prevention of child sex trafficking, and other types of projects to benefit Texans.



AGENDA MEMORANDUM

BOARD: City Commission

AGENDA ITEM #: 4.F.

DATE SUBMITTED: February 13, 2018

MEETING DATE: February 19, 2018

FROM: Leonardo Perez, Fire Chief

DEPARTMENT: Fire

DIRECTOR: Leonardo Perez

Agenda Item: Consideration and action, if any, on Resolution authorizing the Pharr Fire Department to apply for the Office of the Governor-Homeland Security Grants Division 2018 State Homeland Security Program (SHSP) # 3628401.

Classification: Consent

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason:

Issue: We are applying for new and the replacement of Hazardous Material Equipment for local and regional response for Haz Mat incidents. We are asking for the purchase of a drone plus the replacement of chemical monitors that are becoming obsolete. The drone will be utilized to survey the site of these type of accidents from above without endangering our personnel. The monitors are critical in identifying what type of chemical we deal with, so we can more effectively mitigate the problem for the safety of our citizens.

Financial Consideration: We are applying for full or partial funding of this grant. This will allow us to purchase needed equipment for hazardous material incidents with Homeland Security Funds and free up local funds for other projects.

Staff Recommendation: We recommend approval of this item.

Alternatives:

ROUTING:

Leonardo Perez

Created/Initiated - 02/13/2018

Leonardo Perez

Approved - 02/13/2018

Patricia Rigney

Approved - 02/13/2018

Karla Moya

Approved - 02/14/2018

City Management Office

Final Approval - 02/15/2018

RESOLUTION NO. R—2018 ____

**Office of the Governor – Homeland Security Grants Division
2018 State Homeland Security Program (SHSP)**

WHEREAS, The City of Pharr finds it in the best interest of the citizens of Pharr, that the HAZMAT Equipment Project be operated from 10/01/2018 thru 09/30/2019; and

WHEREAS, The City of Pharr City Commission agrees to provide applicable matching funds for the said project as required by the Office of the Governor Homeland Security Grants (SHSP) Division grant application; and

WHEREAS, The City of Pharr City Commission agrees that in the event of loss or misuse of the Office of the Governor Homeland Security Grants (SHSP) Division funds, The City of Pharr City Commission assures that the funds will be returned to the Office of the Governor Homeland Security Grants (SHSP) Division in full; and

WHEREAS, The City of Pharr City Commission designates Juan Guerra, City Manager, as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED that The City of Pharr City Commission approves submission of the grant application for HAZMAT Equipment Project to the Office of the Governor Homeland Security Grants (SHSP) Division.

PASSED AND APPROVED BY THE BOARD OF COMMISSIONERS OF THE CITY OF PHARR TEXAS, THIS ____ DAY OF FEBRUARY, 2017.

Grant Number: [3628401](#)

CITY OF PHARR

AMBROSIO "AMOS" HERNANDEZ
MAYOR

ATTEST:

HILDA PEDRAZA, CITY CLERK

Certification

The State of Texas

County of Hidalgo

City of Pharr

I, Hilda Pedraza, duly appointed City Clerk of the City of Pharr, Texas, do hereby certify that the foregoing Constitutes a true and correctly copy of the original Resolution duly passed and adopted by the board of Commissioners of the City of Pharr, Texas, on the ____ day of February 2018, ad.

(Resolution no. _____)

In witness whereof, I have hereunto subscribed my official Signature and impressed the seal of the City of Pharr, Texas, This the ____ day of February, 2018, ad.

City of Pharr

Hilda Pedraza, City Clerk



AGENDA MEMORANDUM

BOARD: City Commission

AGENDA ITEM #: 4.G.

DATE SUBMITTED: February 13, 2018

MEETING DATE: February 19, 2018

FROM: Jose Luengo, Police Chief

DEPARTMENT: Police

DIRECTOR: Jose Luengo

Agenda Item: Consideration and action if any, on Resolution authorizing the Pharr Police Department to apply for the 2019 Justice Assistance Grant # 3558701.

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason: N/A

Issue:

Who: Pharr Police Department & Office of the Governor

What: The Office of the Governor is soliciting applications for its 2019 Justice Assistance Grant. Currently, the Pharr Police Department will be applying for funds to purchase ten (10) mobile data terminals (MDT). MDTs are used by police officers to communicate with Telecommunication Officers. MDTs have a variety of capabilities and features to assist the police officers in accessing necessary information as it pertains to calls for service.

When: The Pharr Police Department will submit an application for funds on February 20, 2017. The grant will commence and or operated for the October 1, 2018 thru September 30, 2019 year.

Where: If funds are granted and after equipment is purchased, the equipment will be used to serve the citizens of Pharr.

Why: The purpose of this program is to promote public safety, reduce crime, and improve the criminal justice system.

Financial Consideration: There is no monetary match for this grant. Financing

method for this project is based on reimbursement-for-cost.

Staff Recommendation: I recommend approval.

Alternatives: N/A

ROUTING:

Jose Luengo

Created/Initiated - 02/13/2018

Patricia Rigney

Approved - 02/14/2018

Karla Moya

Approved - 02/14/2018

City Management Office

Final Approval - 02/15/2018



Office of the Governor

Criminal Justice Division

Funding Announcement:

Justice Assistance Grant Program

December 1, 2017

Opportunity Snapshot

Below is a high-level overview. Full information is in the funding announcement that follows.

Purpose

The purpose of this program is to promote public safety, reduce crime, and improve the criminal justice system.

Eligible Purpose Areas

Projects must fall under one of four categories: Prevention or Intervention, General Criminal Justice System Support, Targeted Criminal Justice Response, and Recidivism Reduction.

Organizational Eligibility

Applications may be submitted by state agencies, public and private institutions of higher education, independent school districts, Native American tribes, councils of government, non-profit corporations (including hospitals and faith-based organizations), and units of local government, which are defined as a non-statewide governmental body with the authority to establish a budget and impose taxes.

Project Periods

Continuation projects may not exceed a 12-month period.

Budget

The minimum allowed under this program is \$10,000 and there is no maximum funding request.

Match

There is no match requirement under this program.

Process

Applications under this funding announcement must be submitted in eGrants at: eGrants.gov.texas.gov

Timelines

Action	Date
Funding Announcement Release	12/01/2017
Online System Opening Date	12/18/2017
Final Date to Submit an Application	02/20/2018 at 5:00PM CST
Earliest Project Start Date	10/01/2018
Latest Project Start Date	12/01/2018

Contact Information

For more information, contact the eGrants help desk at eGrants@gov.texas.gov or (512) 463-1919.

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Justice Assistance Grant Program

Overview of Application Process

Applicants should carefully review the application process as outlined below. CJD will not consider applications that fail to adequately address the application requirements and prompts, including those that have been previously approved for funding and/or are recommended for funding by local Criminal Justice Advisory Committees.

□ Step 1 – Review eligibility and requirements:

- The Eligibility section outlines who may apply, which purpose areas will be considered, and the expenses and activities eligible to be included.
- The Program-Specific Details section has information on timelines, reporting, and funding.
- The Standard CJD Requirements section addresses application and project requirements.

□ Step 2 – Contact your regional criminal justice planner (local and regional projects only): The regional Council of Governments' (COG) Criminal Justice Advisory Committee will review local and regional applications first, and some COGs have additional, mandatory application procedures. Applicants should contact their COG's criminal justice planner early as possible. A directory is available at <http://txregionalcouncil.org/regional-programs/criminal-justice/cjcontacts/>.

□ Step 3 – Develop your project: Before starting your application, applicants should develop a concrete understanding of their project and read CJD's *Developing a Good Project Narrative* at <http://gov.texas.gov/cjd/resources>, which details how to explain:

- **What the project will accomplish:** What problem will the project solve? Who is the targeted population to serve and/or prosecute? What does success look like and how do you measure it?
- **How the project will help:** What specifically will you do? What standards or evidence says it's an effective approach? What capabilities are needed to succeed?
- **What is required for success:** What resources (including funding) does the project require?

□ Step 4 - Apply in eGrants: Compile and submit your grant application via eGrants, at <http://eGrants.gov.texas.gov>. For more instructions and information, see *How to Apply for a CJD Grant*, available at <http://gov.texas.gov/cjd/resources>.

□ Step 5 - Funding Decisions and Grant Acceptance: Await the funding decision, which is provided through a grant award or other notice from CJD. If you receive an award, complete the acceptance process to access funds.

Application Resources

CJD has published several resources to assist applicants in understanding and applying for funding, all of which can be found at <http://gov.texas.gov/cjd/resources>

- ***Developing a Good Project Narrative:*** Guidance on how to formulate an effective project, and how to communicate it clearly in the application's narrative prompts.
- ***How to Apply for a CJD Grant:*** Instructions on how to file an application in eGrants.
- ***Guide to Grants:*** CJD policies and guidance on common grant issues.
- ***Grantee Conditions and Responsibilities:*** A compendium of CJD and Homeland Security Grants Division policies for all grantees.
- ***Standard Certifications and Requirements:*** CJD's standard requirements that the Authorized Official must certify upon applying for a grant.
- ***CJD Grant Activities and Measures:*** A reference for applicants on the activities allowed for different project types and the measures associated with each.

Eligibility

Eligible Organizations

Applications may be submitted by state agencies, public and private institutions of higher education, independent school districts, Native American tribes, councils of governments, non-profit corporations (including hospitals and faith-based organizations), and units of local government, which are defined as a non-statewide governmental body with the authority to establish a budget and impose taxes.

All applications submitted by local law enforcement agencies/offices must be submitted by a unit of government affiliated with the agency, including an authorizing resolution from that unit of government. For example, police departments must apply under their municipal government, and community supervision and corrections departments, district attorneys, and judicial districts must apply through their affiliated county government (or one of the counties, in the case of agencies that serve more than one county).

Eligible Activities and Costs

The following list of eligible and ineligible activities and costs apply generally to all projects under this announcement, unless otherwise noted in the purpose area-specific sections below. For definitions, see *CJD Grant Activities and Measures* (available at <http://gov.texas.gov/cjd/resources>)

Eligible:

1. General law enforcement or public safety;
2. Targeted prosecution or investigation;
3. Training, professional development, or technical assistance received (training performed for grantee employees or volunteers, by in-house employees or outside trainers);

CJD Funding Announcement: Justice Assistance Grant Program

4. Training, professional development, or technical assistance provided (training performed for others outside of the organization, by the grantee);
5. Equipment and technology;
6. Program evaluation and assessment;
7. Casework, non-licensed counseling, individual advocacy, or other support;
8. Counseling or treatment for substance abuse;
9. Counseling, therapy, or other care performed by a licensed professional;
10. Instruction and support for academic programs;
11. Instruction and support for employment or the workforce;
12. Instruction and support for life, social, or emotional skills;
13. Materials or curriculum development; and
14. Research or statistical activities.

Ineligible:

Projects funded under this announcement may not be used to support the unallowable services, activities, and costs listed in the *Guide to Grants* (available at <http://gov.texas.gov/cjd/resources>) and:

1. Body-worn cameras (funding for body-worn cameras is available under the Body-Worn Camera Program);
2. Rifle-resistant body armor (body armor of Type III and below are eligible);
3. Construction, renovation, or remodeling;
4. Medical services;
5. Security enhancements or equipment for non-governmental entities not engaged in criminal justice or public safety;
6. Non-law enforcement vehicles or equipment for government agencies that are for general agency use;
7. Transportation, lodging, per diem or any related costs for participants, when grant funds are used to develop and conduct training;
8. Equipment, supplies, and other direct costs associated with processing DNA evidence;
9. Law enforcement equipment that is standard department issue (not including body armor);
10. Costs associated with implementing the National Incident-Based Reporting System (NIBRS) (*agencies seeking funds for NIBRS projects should apply for funding under the NIBRS funding announcement*);
11. Automated license plate readers, cell-site simulators, drones, or other surveillance equipment that may infringe upon the civil liberties of Texans;
12. Activities or costs in support of Operation Borderstar (*agencies seeking such funding should apply under Homeland Security and Grants Division funding announcements*);
13. Any other prohibition imposed by federal, state or local law or regulation.

Items on the Department of Justice controlled purchase list (available at <http://www.bja.gov/Funding/JAGControlledPurchaseList.pdf>) will be approved on a case-by-case basis and at the sole discretion of CJD. Including such items in the application may result in the delay or denial of applications.

Eligible Purpose Areas

Applications must designate their project as falling under one of the below four categories of purpose areas:

- **General Justice System Support**
- **Targeted Criminal Justice Response**
- **Recidivism Reduction**
- **Prevention or Intervention**

Applications must also contain target measures that demonstrate the scope of the project. These targets will be one measure of project success and grantees will be required to report periodic progress towards them. Each of the purpose areas and sub-categories have measures that correspond to them and specific activities. For a list of the measures and activities for this funding announcement, see *CJD Grant Activities and Measures*, available at <http://gov.texas.gov/cjd/resources>.

General Justice System Support

General Justice System Support projects have a goal of improving general effectiveness or efficiency of components of the criminal justice system. Projects that target specific crimes or criminal elements should be submitted under “Targeted Criminal Justice Response”.

Projects should fall under these sub-categories:

- **Operational Support.** These projects will improve the general capacity and capability of criminal justice agencies through direct support of operations, including training and equipment. Examples: 1) A project to provide de-escalation training for law enforcement officers; 2) A project to purchase mobile data terminals to give law enforcement officers access to information while in the field.
- **Administrative Support.** These projects will improve the efficiency of criminal justice agencies in performing administrative functions. Examples: 1) A project to overhaul a police department’s workflow and processes for crime reporting; 2) A project to purchase record management system software for a court or law enforcement agency.

Targeted Criminal Justice Response

Targeted Criminal Justice Response projects respond to specific crimes or criminal elements, with the ultimate goal of increasing the successful prosecutions of those crimes. Applications for these projects should clearly define the targeted set of crimes or criminal elements, have data on the severity of the problem, and how the project will identify and pursue offenders.

Projects should fall under these sub-categories:

- **Targeted Investigations.** These projects increase successful clearances for targeted sets of crime. Example: A project to conduct proactive investigations on a specific type of crime such as human trafficking, gang activity, or domestic violence.
- **Specialized Prosecutions.** These projects increase successful prosecutions (including convictions, deferred adjudications, and diversions) for targeted sets of crimes. Example: A project to provide a specialized prosecutor for child abuse, human/drug trafficking, or sexual assault.
- **Operational Support:** These projects will improve the general capacity and capability of targeted criminal justice responses through direct support of investigations or prosecutions, including equipment and training. Examples: 1) A project that replaces and/or upgrades forensic equipment used in the investigation or prosecution of specific crimes; 2) A project to provide targeted training for law enforcement officers on forensics, human trafficking, highway interdiction, gangs, border patrol, and drug trafficking; 3) A project to provide analysis of sexual assault forensic evidence kits to reduce a backlog.
- **Administrative Support.** These projects will improve the efficiency of criminal justice agencies in administrative functions supporting targeted responses to crime. Example: A project that provides equipment replacement and/or upgrades that improve efficacy and efficiency of targeted crime investigations such as evidence management software.

Recidivism Reduction

Recidivism reduction projects have an ultimate goal of reducing crimes committed by offenders.

Projects should fall under these sub-categories:

- **Diversion and Community Supervision.** These projects prevent recidivism among non-incarcerated offenders, including those enrolled in specialty court programs. Examples: 1) A project that provides increased case management and supervision for individuals on probation; 2) A project to provide substance abuse treatment to an individual enrolled in a specialty court program.
- **Re-entry.** These projects prevent recidivism among offenders who will – or have already – returned to the community after a sentence of incarceration. Examples: 1) A project that provides after-care for offenders who received substance abuse treatment while in jail; 2) A project to provide job training to offenders who are currently incarcerated.

Prevention or Intervention

Prevention or Intervention projects reduce criminal or delinquent behavior and opportunities to commit crime, with the goal of reducing criminal offenses.

Projects should fall under these sub-categories:

- **Criminal and Delinquent Behavior Prevention.** These projects work with individuals at-risk of criminal or delinquent behavior. Example: A community-based program that provides early intervention services to individuals at risk of becoming involved in the criminal justice system.

- **Public Safety and Security Awareness.** These projects intervene with potential victims to reduce opportunities to commit crime. Examples: 1) A project that performs outreach to at-risk youth who may potentially become victims of sex trafficking; 2) A project to reduce drug dealing at residential rental properties by improving property management practices.

Program-Specific Details

Timeline

Action	Date
Funding Announcement Release	12/01/2017
Online System Opening Date	12/18/2017
Final Date to Submit an Application	02/20/2018 at 5:00PM CST
Earliest Start Date	10/01/2018
Latest Start Date	12/01/2018

Funding and Reporting Details

Category	Detail
Funds Available	Up to \$12 million ¹
Budget Minimum	\$10,000
Budget Maximum	None
Match Requirement	No match required
Project Period	May <i>not</i> exceed 12 months
Program Income Method	Deduction (if applicable)
Funding Source	Federal: Authorized under the Edward Byrne Memorial Justice Assistance Grant Program (JAG), 42 U.S.C. 3751(a).
Financial Reporting	At least quarterly, submitted via Financial Status Reports in eGrants
Financing Method	Reimbursement-for-costs basis
Progress Reporting	Quarterly, submitted via the Public Policy Research Institute at Texas A&M University at http://cjd.tamu.edu ²

1) Awards are funded through a federal government award and appropriated by Congress. All awards are subject to the availability of appropriated federal funds and any modifications or additional requirements that may be imposed by law.

2) CJD may require additional reporting through a condition of funding, as needed.

Standard CJD Requirements

When accepting an award under this funding announcement, the grantee agrees to comply with a variety of state and federal laws and regulations, including requirements related to Uniform Crime Reports, criminal history reporting, and immigration and customs enforcement requests. For more information see the following documents, available at <http://gov.texas.gov/cjd/resources>.

- *Standard Certifications and Requirements*
- *Grantee Conditions and Responsibilities*
- *Guide to Grants*

Selection Process

Application Screening: CJD will screen all applications to ensure that they meet the requirements included in the funding announcement. Applications that meet those requirements will move forward to the merit review phase.

Merit Review – Local Projects: Projects with a local impact will be reviewed by a panel appointed by the local Council of Governments using their own criteria. The merit review panels will assess the applications for quality and rank by priority, and then report their findings to the CJD executive director.

Merit Review – Statewide Projects: Projects with a statewide impact will be reviewed by a panel appointed by the CJD executive director in an effort to prioritize funding. The merit review panel will assess and score each application on a 100-point scale, and then report its findings to the executive director. Scores will be based on standard criteria. For more information, see *How to Apply for a CJD Grant*, available at <http://gov.texas.gov/cjd/resources>.

Final Decisions – All Projects: The executive director will consider merit review rankings along with other factors and make all final funding decisions. Other factors may include cost effectiveness, overall funds availability, CJD or state government priorities and strategies, legislative directives, need, geographic distribution, balance of focuses and approaches, or other relevant factors.

CJD may not fund all applications or may only award part of the amount requested. Per Rule 3.9 of the Texas Administrative Code, all funding decisions made by the executive director are final and are not subject to appeal. The receipt of an application by CJD does not obligate CJD to fund the grant or to fund it at the amount requested.

Announcements

After CJD makes final funding decisions, each applicant will receive either an unfunded notice or a preliminary decision notification or final grant award. Release of final grant awards for federally funded programs are always contingent on CJD's receipt of the federal grant award for that program and CJD cannot release or guarantee funding to any applicant until it has received and accepted the federal award and a determination is made that adequate funding is available.

About CJD

Our mission at the Criminal Justice Division is to direct much needed resources to those who are committed to making Texas a safer place and those who help victims of crime to recover and feel safe again. In carrying out this mission, we are committed to helping our grantees by actively finding ways for them to accomplish their goals and by making sure that we always have our eye to identifying the approaches that work best. We envision positive and beneficial working relationships with our grantees where we provide as much assistance as is needed and where we are always ready with answers, not burdensome restrictions or requirements.

CJD will make over \$275 million in funding available to hundreds of organizations during state fiscal year 2018 for juvenile justice, delinquency prevention, victims services, law enforcement, prosecution, courts, specialty courts, prevention of child sex trafficking, and other types of projects to benefit Texans.

RESOLUTION NO. R-2018-_____

**OFFICE OF THE GOVERNOR, CRIMINAL JUSTICE DIVISION
(DJ17-PY 19 JUSTICE ASSISTANCE GRANT PROGRAM)**

WHEREAS, The City of Pharr finds it in the best interest of the citizens of Pharr, that the **Mobile Data Terminal (MDT) Technology Project** be operated for the 10/01/2018 thru 09/30/2019; and

WHEREAS, The City of Pharr City Commission agrees to provide applicable matching funds for the said project as required by the Office of the Governor Criminal Justice Division grant application; and

WHEREAS, The City of Pharr City Commission agrees that in the event of loss or misuse of the Criminal Justice Division funds, The City of Pharr City Commission assures that the funds will be returned to the Criminal Justice Division in full.

WHEREAS, The City of Pharr City Commission designates **Chief of Police** as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

NOW, THEREFORE, BE IT RESOLVED that the City of Pharr City Commission approves submission of the grant application for the **Mobile Data Terminal (MDT) Technology Project** to the Office of the Governor, Criminal Justice Division.

PASSED AND APPROVED BY THE BOARD OF COMMISSIONERS OF THE CITY OF PHARR TEXAS, THIS _____ DAY OF FEBRUARY, 2018.

Grant Number: [3558701](#)

CITY OF PHARR:

Ambrosio Hernandez, Mayor

ATTEST:

Hilda Pedraza, City Secretary

C e r t i f i c a t i o n

The State of Texas

County of Hidalgo

City of Pharr

I, Hilda Pedraza, duly appointed City Clerk of the City of Pharr, Texas, do hereby certify that the foregoing Constitutes a true and correctly copy of the original Resolution duly passed and adopted by the board of Commissioners of the City of Pharr, Texas, on the _____ day of FEBRUARY, 2018, ad.

(Resolution no. _____)

In witness whereof, I have hereunto subscribed my official Signature and impressed the seal of the City of Pharr, Texas, This the _____ day of FEBRUARY, 2018, ad.

City of Pharr

Hilda Pedraza, City Clerk



AGENDA MEMORANDUM

BOARD: City Commission

AGENDA ITEM #: 4.H.

DATE SUBMITTED: February 16, 2018

MEETING DATE: February 19, 2018

FROM: Ricardo Pedraza, Public Works
Director

DEPARTMENT: Public Works

DIRECTOR: Ricardo Pedraza

Agenda Item: Consideration and action, if any, on Resolution entering into an agreement with Texas Department of Transportation for closure of US 281 from Old Business 83 to Kelly Ave. for the Annual Hub Phest on Saturday, April 7, 2018 from 12:00 a.m. to Sunday April 8, 2018 6:00 a.m.

Classification: Consent

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason:

Issue: We will be having Hub Phest on April 7th, 2018 staff recommends approval of resolution for street closures.

Financial Consideration:

Staff Recommendation: Approval of Resolution

Alternatives:

ROUTING:

Ricardo Pedraza
City Management Office

Created/Initiated - 02/16/2018
Final Approval - 02/16/2018

RESOLUTION R-2018-__

**A RESOLUTION OF THE CITY OF PHARR TEXAS, AUTHORIZING THE CITY TO
ENTER INTO AN AGREEMENT WITH THE TEXAS DEPARTMENT OF PUBLIC
TRANSPORTATION FOR PUBLIC EVENT IN THE CITY LIMITS OF PHARR**

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS
OF THE CITY OF PHARR, TEXAS:

That the City of Pharr wishes to enter into an agreement with the State of Texas, acting
by and through the Texas Department of Transportation for temporary closure of a
street for public event.

That the closure of U.S.281 (Cage Blvd.) from Business 83 to Kelly Avenue from 12:00
a.m. on Saturday, April 7, 2018 to 6:00 a.m. on Sunday, April 8, 2018 for the Annual
HUB Phestival.

That all rules and procedures of 43 Tex., Adm. Code, Section 22.12 have been
established for the temporary closure of a segment of the State highway system and
this agreement has been developed in accordance with the rules and procedures.

This resolution shall take effect immediately from and after its passage.

PASSED AND APPROVED this 19th day of February, 2018, by the Board of
Commissioners of the City of Pharr, Texas.

CITY OF PHARR

AMBROSIO HERNANDEZ, MAYOR

ATTEST:

HILDA PEDRAZA, CITY CLERK



AGENDA MEMORANDUM

BOARD: City Commission

AGENDA ITEM #: 4.I.

DATE SUBMITTED: February 13, 2018

MEETING DATE: February 19, 2018

FROM: Omar Anzaldua, City Engineer

DEPARTMENT: Engineering

DIRECTOR: Omar Anzaldua

Agenda Item: Consideration and action, if any, authorizing City Manager to rescind Amendment No. 1 & 2 to the contract with S&GE, LLC for Professional Engineering Services for the Water Transmission Mains Project and reissue a Revised Amendment No. 1

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason: N/A

Issue: On April 3, 2017 The City Commission approved Amendment No. 1 in the amount of \$77,930 to the Water Transmission Mains Project for Field Inspection Services for the above referenced project, however these services were never utilized since these services were performed by our In-House Inspector.

On December 4, 2017 the City Commission approved Amendment No. 2 in the amount of \$120,000 for additional Engineering services which included the design of an 24-inch Waterline Extension approximately 2,800 linear feet in length and an 12-inch waterline extension of approximately 1,200 linear feet to supplement the water demand requirements in South Pharr.

These revisions will reduce the overall contract amount by \$77,930

Financial Consideration:	Original Contract Amount	\$626,000
	Previous Amendment No. 1	\$ 77,930
	Previous Amendment No. 2	\$120,000 (Revised Change Amendment No. 1)
	Total	\$823,930
	Rescind Amendment No. 1	-\$77,930
	Revised Contract Total	<u>\$746,000</u>

Staff Recommendation: Staff recommends approval of a Revised Amendment No. 1 to the contract with S&GE, LLC for additional Professional Engineering Services for the Water Transmission Mains Project for a Revised Contract amount of \$746,000.

Alternatives: N/A

ROUTING:

Omar Anzaldua	Created/Initiated - 02/13/2018
Omar Anzaldua	Approved - 02/13/2018
Sandra Zamora	Approved - 02/14/2018
Karla Moya	Approved - 02/15/2018
Patricia Rigney	Approved - 02/16/2018
City Management Office	Final Approval - 02/16/2018

**PROJECT AGREEMENT FOR
PROFESSIONAL ENGINEERING SERVICES**

AMENDMENT NO. 1

The Contract between **S&GE. LLC**, and the **City of Pharr** which was executed by the parties on **April 30, 2013** for the design of the **Water Transmission Mains Project** is hereby amended by mutual agreement as follows:

- A. Modification to Section 1 – Scope of Work – Additional Scope of Work for the Design of an additional 24-inch and 12-inch Waterline outlined in Amendment No. 1- Exhibit A
- B. Modification to Section 5 – Professional Service Fee – Increase to Fee as outlined in Amendment No. 1-Exhibit B “Fee Summary”
- C. Modification to Section 4 – Termination –The Time Schedule for the Design Phase is modified as outlined Amendment No. 1-Exhibit C “Project Schedule”

This amendment adds **\$120,000.00** to the contract and the maximum total payable under the entire contract, including all amendments, is changed from \$ 626,000.00 to **\$ 746,000.00.**

All other terms and conditions of the existing contract not changed by this Amendment shall remain in full force and effect.

APPROVAL OF AMENDMENT NO. 2

S&GE, LLC.
8400 Blanco Road, Suite 201
San Antonio, TX 78216

ENGINEERING FIRM

By: _____

JoEmma Palacios Sherfey, PE,
(ENGINEER)

SIGNED on this the _____ day of _____, 20 ____.

Juan Guerra
City Manager
City of Pharr, Texas

SIGNED on this the _____ day of _____, 20 ____.

Exhibit A

Scope of Work

SCOPE OF SERVICES
City of Pharr Water Treatment Transmission Main – Water Main Replacement
November 28, 2017

PROJECT LOCATION:

S&GE, LLC is pleased to submit this proposal to extend the 24-inch Transmission Main and a 12- Water Main in South Pharr. Refer to the attached exhibit (**Attachment A**).

SCOPE OF SERVICES:

The following scope of services will be provided for the project:

Assist with the design and construction phase services for the 24-inch Water Transmission Main (2,800-lf) and 12-inch Water Main (1200-lf). Work shall consist of the following:

1. Secure Environmental Clearance from the Texas Water Development Board (TWDB). This includes the Categorical Exclusion and Coordination with respective agencies.
2. Negotiate pricing with the Contractor (JCS). Reconcile contract amounts available to fund these improvements.
3. Perform Field Survey.
4. Identify alignment.
5. Prepare Plans and Profile Sheets.
6. Construction Phase Services, site visits, meet with Contractor, resolve conflicts, etc.

Task 1- TWDB Coordination & Contractor Negotiations

Secure Environmental Clearance from the TWDB. This includes the Categorical Exclusion and Coordination with respective agencies (Texas Historical Commission, etc.). This includes developing exhibits, reports, and letters.

Total fee for services as outlined in subtask 1.1: \$8,800.00

Coordination with TWDB to secure Change Order

Total fee for services as outlined in subtask 1.2: \$1,800.00

Negotiate pricing with the Contractor (JCS). Reconcile contract amounts available to fund the Change Order.

Total fee for services as outlined in subtask 1.3: \$3,800.00

Task 2- Design Phase

Prepare Plans and Profile Sheets [(approximately ten (10) Plan and Profile Sheets, three (3) SW3P, three (3) Traffic Control, and two (2) additional details sheets as necessary)].

Total fee for services as outlined in subtask 2.1: \$60,000.00

Task 3- Topographic Data Collection

Perform Field Survey.

Total fee for services as outlined in subtask 3.1: \$15,000.00

Task 4- Easement Documents

Work will include preparing the survey drawing, depicting improvements within the easement limits, and metes and bounds description. A total of eight to ten (10) easements are included.

Total fee for services as outlined in subtask 3.1: \$10,000.00

Task 5- Construction Phase Services

Assist with construction questions during construction phase of the project. This includes coordination with the Contractor, City, utility companies, TWDB and attending meeting.

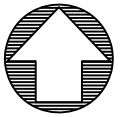
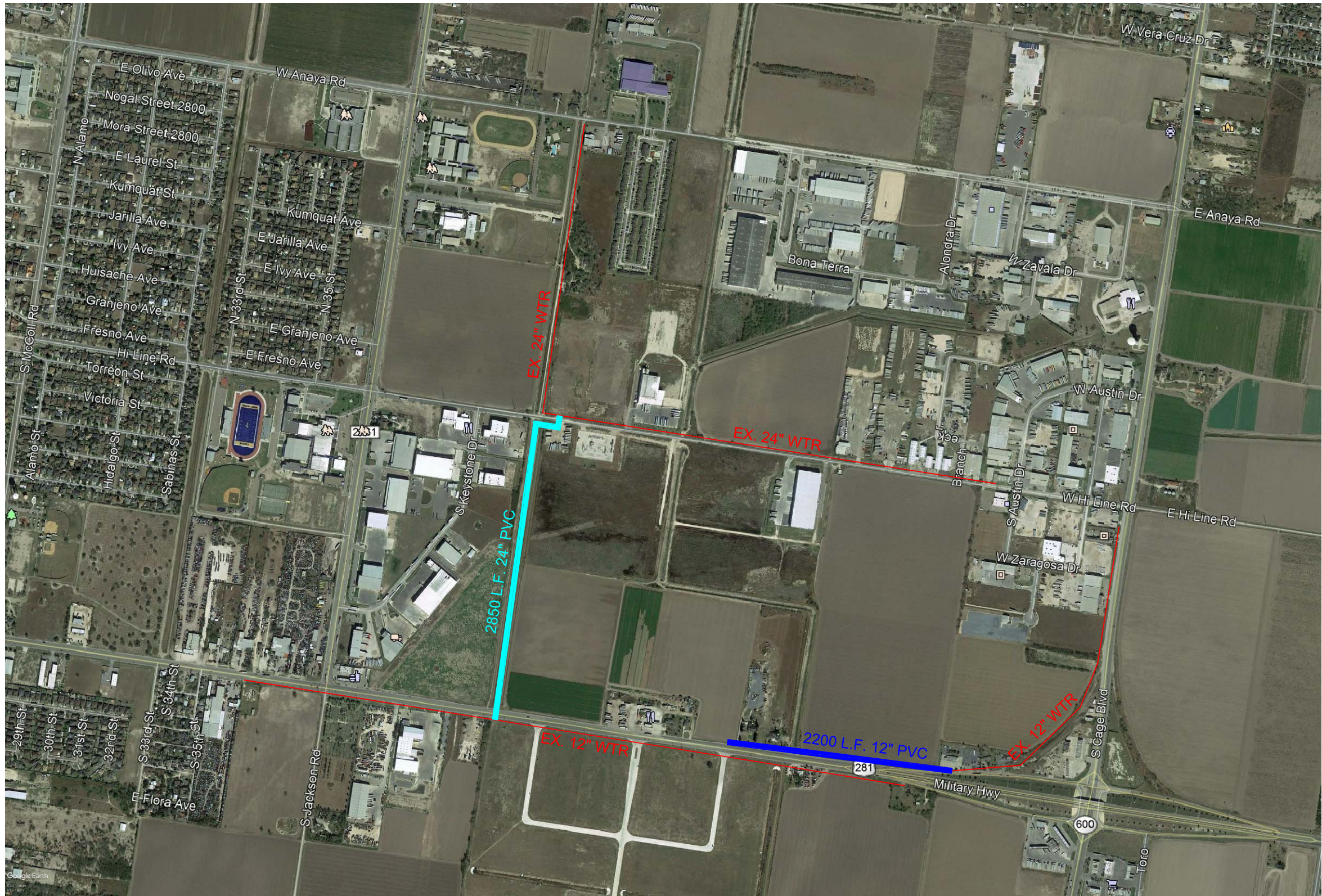
Total fee for services as outlined in Task 4.1: \$17,000.00

Task 6- Record Drawings

Provide City of Pharr with record drawings after construction has been completed.

Total fee for services as outlined in Task 5.1: \$3,600.00

Attachment A



SCALE: N.T.S.

LEGEND

- EXISTING WATER MAIN
- PROPOSED 12" MAIN
- PROPOSED 24" MAIN



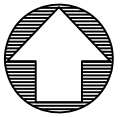
S&GE
Civil Engineers

8400 Blanco Road, Ste. 201, San Antonio, Texas 78216
Office: (210) 493-9200 Fax: (210) 493-9205
TBPE Firm No. F-8038

CITY OF PHARR

WL EXTENSION SOUTH
PHARR EXHIBIT

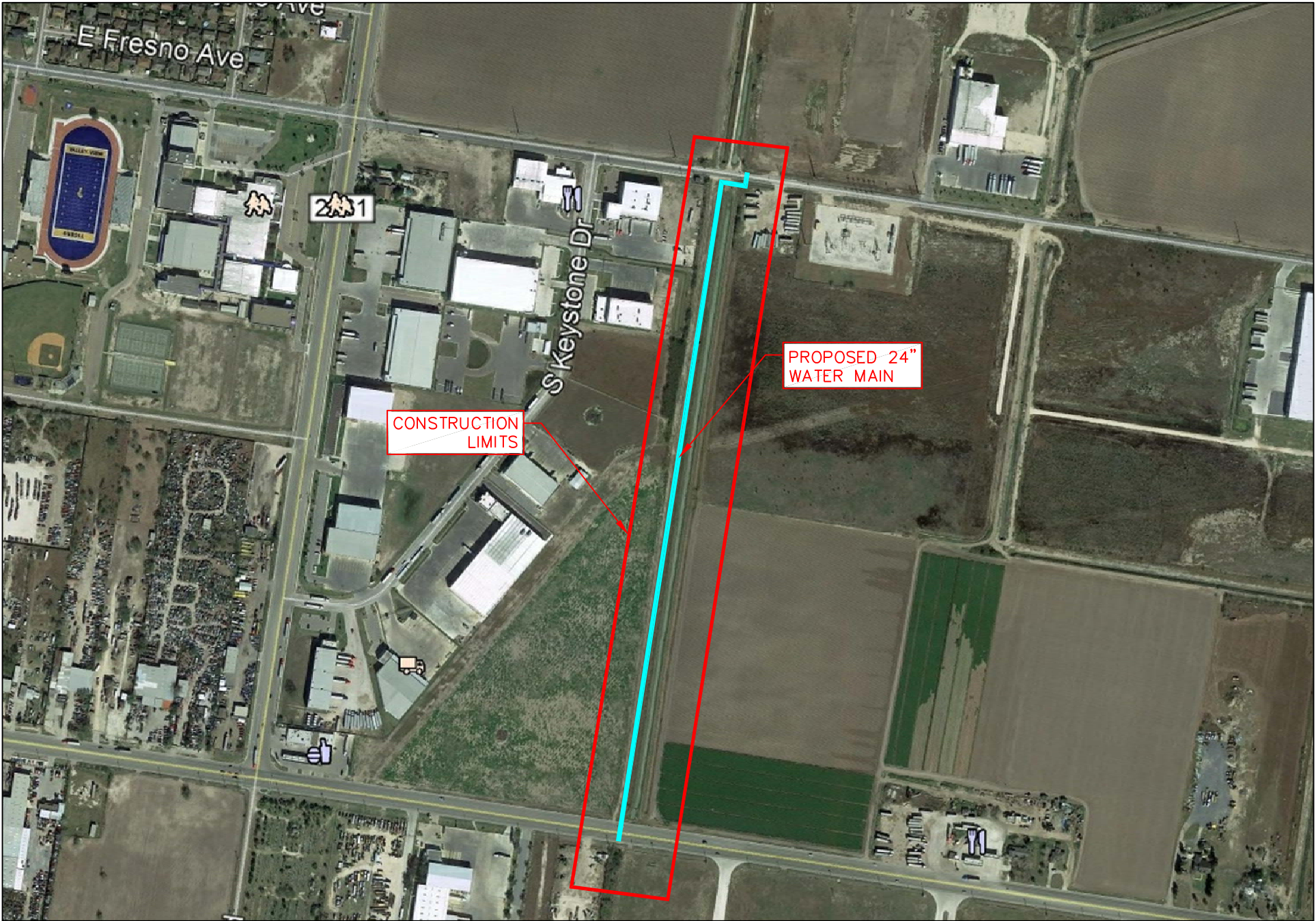
DATE: 09/06/17



SCALE: N.T.S.

LEGEND

- CONSTRUCTION LIMITS
- PROPOSED 12" MAIN
- PROPOSED 24" MAIN

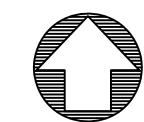


S&GE
Civil Engineers

8400 Blanco Road, Ste. 201, San Antonio, Texas 78216
Office: (210) 493-9200 Fax: (210) 493-9205
TBPE Firm No. F-8038

CITY OF PHARR
WL EXTENSION SOUTH
PHARR - 24"
CONSTRUCTION LIMITS

DATE: 09/06/17



SCALE: N.T.S.

LEGEND

- CONSTRUCTION LIMITS
- PROPOSED 12" MAIN
- PROPOSED 24" MAIN



S&GE
Civil Engineers

8400 Blanco Road, Ste. 201, San Antonio, Texas 78216
Office: (210) 493-9200 Fax: (210) 493-9205
TBPE Firm No. F-8038

CITY OF PHARR
WL EXTENSION SOUTH
PHARR - 12"
CONSTRUCTION LIMITS

DATE: 09/06/17

Exhibit B

Professional Services Fee

Basis of Compensation

We propose to provide these services for a lump sum basis not-to-exceed amount is shown below. Our fee is summarized below in **Table 1**.

TABLE 1
Proposed Basis of Compensation

Item Number	Task Description	Estimate Cost
1	Task 1-TWDB Coordination and Contractor Negotiations	\$14,400.00
2	Task 2 – Design Phase	\$60,000.00
3	Task 3- Topographic Survey	\$15,000.00
3	Task 4- Easement Documents	\$10,000.00
4	Task 4 – Construction Phase	\$17,000.00
5	Task 5 – Record Drawings	\$3,600.00
Total		\$120,000.00

The estimated construction cost for this project is approximately \$1.2 Million. Therefore, our design fee (Task 2) represents approximately 5.0% of the total construction cost.

Invoices will be submitted monthly based on the percentage (%) of work completed. Payment of invoices is due within twenty (20) days of the invoice date. Outside reproduction costs are excluded from our fee and will be passed directly to the Client at cost plus 10%.

Exhibit C
Time Schedule

**City of Pharr - 24-Inch WTM Extension
Project Schedule**

Activity	Days	Start	End
Notice to Proceed	0	-	8-Dec-17
Topographic Survey	45	8-Dec-17	22-Jan-18
70% Design	30	22-Jan-18	21-Feb-18
City Review of 70%	7	21-Feb-18	28-Feb-18
Address City Comments	10	28-Feb-18	10-Mar-18
95% Design	30	10-Mar-18	9-Apr-18
City Review of 95%	7	9-Apr-18	16-Apr-18
Prepare & Submit Final Plans	10	16-Apr-18	26-Apr-18
Submit Final Engineering Plans	0	26-Apr-18	26-Apr-18
Construction Phase Services	90	26-Apr-18	25-Jul-18



AGENDA MEMORANDUM

BOARD: City Commission

AGENDA ITEM #: 4.J.

DATE SUBMITTED: February 15, 2018

MEETING DATE: February 19, 2018

FROM: Omar Anzaldua, City Engineer

DEPARTMENT: Engineering

DIRECTOR: Omar Anzaldua

Agenda Item: Consideration and action, if any, authorizing City Manager to amend the contract with TEDSI Infrastructure Group Inc. for Professional Engineering Services for the Development of Plan for the Second BSIF Exit from the Pharr International Bridge Port of Entry (POE) to the Border Safety Inspection Facility (BSIF) Project.

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason: N/A

Issue: The City of Pharr is requesting the authorization from City Commission on approving the City Manager to amend the contract for Professional Engineering Services with TEDSI Infrastructure Group Inc. for Professional Engineering Services for the Development of Plan for the Second BSIF Exit from the Pharr International Bridge Port of Entry (POE) to the Border Safety Inspection Facility (BSIF)

These additional Professional Engineering services include the design of the remodeling the the existing VACIS Building and converting it into a Command Center. The command center is important to CBP. It will provide a constant watch on traffic flow on the commercial lot in an effort to provide quicker resolutions to congestion at any of multiple possible locations.

Additionally, a new 26-ft superwide lane alternative route going north and would be design to connect to the new roadway to the TxDOT BSIF facility. This is the perferred route of CBP and TXDOT.

Financial Consideration:

Original Contract	\$ 34,370.00
Amendment No. 1	\$617,776.00

Amendment No. 2 \$158605.00

Revised Contract Total \$810,751.00

Staff Recommendation: Staff recommends approval of Amendment No. 2 to the contract with TEDSI Infrastructure Group Inc. for Professional Engineering Services for the Development of Plan for the Second BSIF Exit from the Pharr International Bridge Port of Entry (POE) to the Border Safety Inspection Facility (BSIF) Project in the amount of \$175,081.00.

Alternatives: N/A

ROUTING:

Omar Anzaldua	Created/Initiated - 02/15/2018
Omar Anzaldua	Approved - 02/15/2018
Sandra Zamora	Approved - 02/16/2018
Karla Moya	Approved - 02/16/2018
Patricia Rigney	Approved - 02/16/2018
City Management Office	Final Approval - 02/16/2018

**PROJECT AGREEMENT FOR
PROFESSIONAL ENGINEERING SERVICES**

AMENDMENT NO. 2

The Contract between **TEDSI Infrastructure Group, Inc.**, and the **City of Pharr** which was executed by the parties on **April 07, 2016** for the design of the **Development of Plan for Second Exit from Pharr International Bridge Port of Entry (POE) to Border Safety Inspection Facility (BSIF)** is hereby amended by mutual agreement as follows:

- A. Modification to Section 1 – Scope of Work – Additional Scope of Work for the Design of an additional 24-inch and 12-inch Waterline outlined in Amendment No. 1- Exhibit A
- B. Modification to Section 5 – Professional Service Fee – Increase to Fee as outlined in Amendment No. 1-Exhibit B “Fee Summary”
- C. Modification to Section 4 – Termination –The Time Schedule for the Design Phase is modified as outlined Amendment No. 1-Exhibit C “Project Schedule”

This amendment adds **\$158,605.00** to the contract and the maximum total payable under the entire contract, including all amendments, is changed from \$ 652,146.00 to **\$ 810,751.00.**

All other terms and conditions of the existing contract not changed by this Amendment shall remain in full force and effect.

APPROVAL OF AMENDMENT NO. 2

**TEDSI Infrastructure Group, Inc..
1201 East Expressway 83
Mission, TX 78572**

ENGINEERING FIRM

By:_____

(ENGINEER)

SIGNED on this the _____ day of _____, 20 ____.

Juan Guerra
City Manager
City of Pharr, Texas

SIGNED on this the _____ day of _____, 20 ____.

TEDSI Infrastructure Group, Inc.
Amendment No. 2
Exhibit "C-1"
Fee Proposal
Pharr/Reynosa International Bridge Northbound and 2nd BSIF Exit Roadway Improvements Project.

Pharr International Bridge Work Authorization No 3 Exhibit C-1 Fee Proposal
Amendment for Additional

Description	CSJ 0921-02-383 (2nd BSIF Exit)	CSJ 0921-02-385 (Northbound Lanes)	Total
Task I: General Management/Coordination ***	\$ 3,700.00	\$ 3,700.00	\$ 7,400.00
Task II: Preliminary Design Development and Scope of Service	\$ 2,850.00	\$ 2,850.00	\$ 5,700.00
Task IV: Develop Schematic Design	\$ 4,610.00	\$ 4,610.00	\$ 9,220.00
Task V: PS&E for the Northbound Lanes Improvements project (CSJ: 0921-02-385)		\$ 9,755.00	\$ 9,755.00
Task VI: PS&E for the 2nd BSIF Exit Improvements project (CSJ: 0921-02-383)	\$ 9,755.00		\$ 9,755.00
Task VIII: Inspection Booth, Canopy & VACIS Architectural Services ***	\$ 66,700.00	\$ 3,450.00	\$ 70,150.00
Task IX: Inspection Booth, Canopy & VACIS Structural Services ***	\$ -	\$ 1,725.00	\$ 1,725.00
Task XA: Inspection Booth, Canopy & VACIS Electrical Services ***	\$ 36,800.00	\$ 2,300.00	\$ 39,100.00
Task XC SBIF and VACIS Buinding Renovation Mechanical Services ***	\$ 4,600.00	\$ -	\$ 4,600.00
Reimbursable (2) Site Visits	\$ 1,200.00	\$ -	\$ 1,200.00
TOTAL FEE PER CSJ:	\$ 130,215.00	\$ 28,390.00	
Total Increase Fee:			\$ 158,605.00

The Scope of Work defined above is to be performed on a LUMP SUM basis not to exceed the fee amounts shown

*** Include VACIS Building Renovations as Command Center (2nd BSIF Exit Project) and ITS

TEDSI Infrastructure Group, Inc.
Amendment No. 2
Exhibit "C-1"
Fee Proposal
Pharr/Reynosa International Bridge Northbound and 2nd BSIF Exit Roadway Improvements Project.

The Additional Works and updates will be integrated into the 90% Submittal Package taking into consideration the comments provided for the 60% Submittal by TxDOT, CBP and GSA

We request the following adjustment to the schedule:

Description	Date
- 90% Design Document Delivery	March 22, 2018
- 90% Design Review Comments	April 10, 2018
- 90% Design Review Conference	April 12, 2018
- 90% Design Team Comment Response	April 16, 2018
- 100% Design Documents	May 25, 2018
- 100% Review Comments	June 12, 2018
- 100% Design Review Conference	June 14, 2018
- 100% Design Team Comment Response	June 18, 2018
- Issued For Construction Documents	July 9, 2018



AGENDA MEMORANDUM

BOARD: City Commission

AGENDA ITEM #: 4.K.

DATE SUBMITTED: February 14, 2018

MEETING DATE: February 19, 2018

FROM: Hilda Pedraza, City Clerk

DEPARTMENT: Administration

DIRECTOR: Juan Guerra

Agenda Item: Consideration and action, if any, on sponsorship in the amount of \$5,000 for HOPE Family Health Center Jazz, Art and Wine Festival Dinner on Friday, March 23, 2018.

Classification: Consent

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason:

Issue: HOPE Family will be hosting their first annual Art, Jazz, and Wine Festival Dinner Fundraiser on March 23, 2018 at the Edinburg Conference Center at Renaissance. During the event, they will be 'blackboard auctioning' one piece of their art to showcase their art for the attendees. Artists will not be charge their art display.

As a nonprofit 501c3 organization, their goal is to raise revenue towards the uninsured in the Rio Grande Valley.

Sponsorship Levels:

\$5,000 Festival Sponsor -Name and logo on social media, press release, display at event, one table for 10, appreciation presentation on stage, logo on wine glass souvenirs, and corporate logo on website.

\$2,500 Art Booth Sponsor - Name on social media, press release, display at event, logon on organizational website, and one table for 10.

\$1,500 Jazz Sponsor - Company recognition at event and one table for 10.

\$1,000 - Reserve table at event

Financial Consideration:

Staff Recommendation: Staff recommends approval of \$5,000 sponsorship or discuss with City Commission.

Alternatives:

ROUTING:

Hilda Pedraza

Karla Moya

City Management Office

Created/Initiated - 02/14/2018

Approved - 02/14/2018

Final Approval - 02/15/2018

HOPE Family Health Center
Jazz, Art & Wine Festival Dinner

Friday, March 23, 2018
Edinburg Conference Center at Renaissance
Sponsorship Form



HOPE is pleased to announce the first annual Jazz, Art and Wine Festival Dinner. We ask you to join us in this inaugural event! Below are our sponsorship levels for 2018.

_____ **\$5,000 Festival Sponsor**

- Sponsor name and logo on social media, press releases, and on display at the event
- One table for ten at the dinner
- Appreciation presentation on stage at the event itself
- Logo of sponsorship on wine glass souvenirs for event guests
- Corporate logo on website

_____ **\$ 2,500 Art Booth Sponsor**

- Sponsorship name on social media, press release, on display at event, logo on organizational website
- One table for ten at dinner

_____ **\$1,500 Jazz sponsor**

- One table for ten at event and company recognition at event and on organization website

_____ **\$ 1,000 Reserve Table at Event**

Contact Information (please print):

Contact Name: _____

Business/Organization: _____

Address: _____

Phone: _____ **Email:** _____

Method of Payment (please check) _____ **Credit Card** _____ **Check**

Please invoice at the address above: _____

All payments and sponsorships must be submitted by February 15, 2018.

Please return this form to:

Rebecca Stocker

Hope Family Health Center

2332 Jordan Rd

McAllen, TX 78503

**HOPE Family Health Center
Jazz, Art & Wine Festival Dinner**

**Friday, March 23, 2018
Edinburg Conference Center at Renaissance**

Artist Exhibit Application Form



Dear Artists,

HOPE Family Health Center is excited to host our first annual Art, Jazz, and Wine Festival Dinner Fundraiser on March 23, 2018 at the Edinburg Conference Center at Renaissance. We want this to be a memorable experience for artists as well as for the guests. In our first year we expect to have approximately 250 guests. As Executive Director of the HOPE Family Health Center, I welcome you to participate in this inaugural event.

During the Jazz, Art, and Wine Dinner we will be 'blackboard auctioning' one piece of donated work worth a minimum of \$500. Artists who donate a piece of art to the event will also be asked to display up to three additional pieces of their art in designated areas in the dinner room to showcase their art for the attendees. Artists will not be charge their art display.

Please contact me, Rebecca Stocker, at rramirez.hfhc@gmail.com with your cover letter and application as well as any inquiries. Along with this cover letter your application packet includes the following:

1. Artist Application Information
2. Application
3. Rules, Requirements & Other Information

As a nonprofit 501c3 organization, it is our goal to raise the revenue towards our mission and vision of serving the uninsured in the Rio Grande Valley. With your partnership, we are confident we can achieve this goal. The fundraising committee will review applications and if you have been selected, you will receive your confirmation letter and additional festival information electronically to your email address and/or by mail. Thank you. We look forward in seeing you at the festival.

Sincerely,
Rebecca Stocker, LCSW
Hope Family Health Center
Executive Director
956-994-3319
rramirez.hfhc@gmail.com

2018 HOPE Art, Jazz, and Wine Artist Application Information

HOPE Family Health Center invites you to participate in the 1st Annual HOPE Art, Jazz, and Wine Festival fundraiser, where fine original local art, jazz, wine and food complement our inaugural event. A selection committee will review all artist applications and work prior to the event.

The Art, Wine & Jazz Festival hopes to draw fine art and jazz lovers from across the Valley. A media campaign will be utilized to promote this premier event where original and creative art is offered for sale.

Artists will be asked to donate one piece of original work to the Hope Family Health Center Art, Jazz, and Wine event to be auctioned off as a fundraising effort. Pieces should be worth no less than \$500. We are asking for canvas, abstract, photography, sculpture, or glass art to be donated for auction.

Artists will be asked to also display up to three pieces of their original art at the dinner event. Booth space will be provided, however we do ask that you be responsible for the set up and break down of your display.

Along with the application form, the fundraising committee is requesting four 4" x 6" photos of your work and one 4" x 6" photo of previous displays (if available). A photograph of the art work to be donated to the event must be submitted to the organization by February 15, 2018 for approval by the committee.

RULES, REQUIREMENTS & OTHER INFORMATION

1. Only artist displaying his or her own original work for sale will be eligible to participate.
2. Artist's work only. Absolutely no imported, manufactured or mass produced items, kits or anything not made by the artist(s).
3. Set-up permitted Friday morning from 11am – 5pm. Please, no early arrivals. All Artists should be set up and ready for the dinner cocktail reception at 6:30pm on Friday.
4. All art donated to HOPE must have a value of \$500 or more. Blackboard Auctions will have a minimum bid of \$400-\$500 for each piece of art.
5. Artists are encouraged to showcase up to three pieces of original art or photography at the dinner. A display of the room at the Edinburg Conference Center at Renaissance will be given to artists prior to the day of the event.
6. Artists must submit an application including pictures of their art to the Art, Jazz and Wine committee for approval by February 15, 2018.

Hope Art, Jazz and Wine Committee
c/o Hope Family Health Center
2332 Jordan Rd
McAllen, Texas 78503

Art Auction Donation Form

DATE: _____

Artist Name: _____

Email: _____ Phone: _____

Address: _____ City/State/Zip: _____

Business Name (optional): _____

Donated Item Name/Description: _____

Estimated Value of Donation: _____



Disclaimer: The undersigned exhibitor on behalf of themselves, their successors & heirs agrees to make no claim for any reason whatsoever against the HOPE Family Health Center, its officers, employees, and agents or any person or organization affiliated with the 2018 HOPE Art, Wine & Jazz Festival for loss, theft, damage, destruction or non-delivery of goods, display material and or other effects; nor for any injury to himself/herself, or employee or representative while in the show area or at the event.

Community HOPE Projects Incorporated is a 501c3 non for profit and tax exempt organization. A receipt of donation will be provided to all artists.

I have read and agree to all the specific terms, conditions, rules, and requirements set forth on all pages of the Festival Application and Information Sheet. I further release the HOPE Family Health Center Art, Wine & Jazz Festival and its duly appointed representatives, agents or affiliates of all liability and responsibility for damages or loss suffered before, during or after the 2018 festival or as the result of the display of my work, equipment or materials. I understand that there are no refunds or rain checks due to inclement weather. I give my permission to the festival to use my prints for marketing and promotion of the event.

Signature: _____ Date: _____

Printed Name: _____

Art, Wine and Jazz Committee Member Signature: _____

Date: _____

Please return form with pictures of art work including a picture of the piece to be donated for auction to the Art, Jazz, and Wine Committee.

All donors will be given written acknowledgement of donation.

Gifts are tax deductible.



AGENDA MEMORANDUM

BOARD: City Commission

AGENDA ITEM #: 4.L.

DATE SUBMITTED: February 15, 2018

MEETING DATE: February 19, 2018

FROM: Jose Luengo, Police Chief

DEPARTMENT: Police

DIRECTOR: Jose Luengo

Agenda Item: Consideration and action if any, on consent to allow the Department of Homeland Security to use the Pharr Police Department Mobile Command Unit.

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason: N/A

Issue: Who: Pharr Police Department and Homeland Security Dept.

What: Department of Homeland security is asking to use the Pharr Police Department Mobile Command to monitor surveillance cameras that will be placed through out the event grounds. Homeland Security will be responsible for maintenance and fuel of mobile command.

Where: Mercedes Livestock Show Grounds

When: March 8-18 2018

Why: Assist Homeland Security Department in preventing terrorism and to enhance public security at event.

Financial Consideration: None at this time

Staff Recommendation: I recommend approval.

Alternatives: N/A

ROUTING:

Jose Luengo
City Management Office

Created/Initiated - 02/15/2018
Final Approval - 02/15/2018



AGENDA MEMORANDUM

BOARD: City Commission

AGENDA ITEM #: 4.M.

DATE SUBMITTED: February 6, 2018

MEETING DATE: February 19, 2018

FROM: Hilda Pedraza, City Clerk

DEPARTMENT: Administration

DIRECTOR: Juan Guerra

Agenda Item: Consideration and action, if any, on sponsorship in the amount of \$500 for the Hidalgo County Metropolitan Planning Organization 8th Annual Walk N Rolla on Saturday, April 21, 2018.

Classification: Consent

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason:

Issue: The Hidalgo County Metropolitan Planning Organization is hosting their annual Walk N Rolla event this year again for the underprivileged UTRGV students. A portion of the event proceeds will be used towards the purchase of bicycle and pedestrian safety accessories, including bicycle helmets, lights, and reflectors. These items will be distributed during public outreach events, bike rodeos, and future Walk-N-Rolla events.

The event will be held Saturday, April 21, 2018 from 8:00 a.m. to 1:00 p.m. in conjunction with the City of Edinburg's Cool Cities event. the Walk-N-Rolla is a family friendly charity 5k run/walk, kid's bike rodeo, mutt strut, and health fair.

Financial Consideration: \$500.00

Staff Recommendation: Staff is recommending the Princess Tiaras Gold Sponsor level for \$500.

Alternatives: Not to sponsor

ROUTING:

Hilda Pedraza
Karla Moya
City Management Office

Created/Initiated - 02/06/2018
Approved - 02/12/2018
Final Approval - 02/15/2018



Hidalgo County Metropolitan Planning Organization

510 South Pleasantview Drive, Weslaco, TX. 78596

(956) 969-5778
(956) 969-5821 fax

Planning Partners:

Alamo

Alton

Donna

Edcouch

Edinburg

Elsa

Granjeno

Hidalgo

Hidalgo County

La Joya

La Villa

McAllen

Mercedes

Mission

Palmhurst

Palmview

Peñitas

Pharr

Progreso

Progreso Lakes

San Juan

Sullivan City

Weslaco

Additional Partners:

FHWA

FTA

LRGVDC Transit

TxDOT

Fish & Wildlife

McAllen Transit

Rio Grande Valley Partnership

Weslaco Chamber of Commerce

Economic Development of
Reynosa

Economic Development of Rio
Bravo

Gobierno de Tamaulipas

San Juan Economic Development

Hidalgo County RMA

January 31, 2018

Ambrosio "Amos" Hernandez, Mayor
City of Pharr
PO Box 1729
Pharr, TX 78577

RE: 8th Annual Walk N Rolla – Upcoming Event

Honorable Mayor Ambrosio Hernandez:

We are pleased to invite the **City of Pharr** to be one of the sponsors for our upcoming **8th Annual Walk N Rolla Event** with this proposal letter. The HCMPO is hosting its **8th Annual Walk N Rolla Event** this year again for the underprivileged UTRGV Students. Demographics and socio-economic style of UTRGV students, indicate that one in six may experience food insecurity. The UTRGV food pantry operates four days out of the week at the Brownsville and Edinburg campus. The food pantry aims to ensure that students who are food insecure can meet their nutritional needs and continue the path towards academic success.

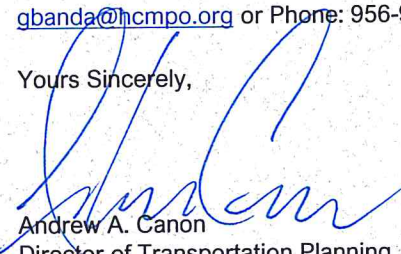
The HCMPO will also be promoting healthy transportation alternatives in effort to increase safety awareness for users of all ages and abilities. A portion of the event proceeds will be used towards the purchase of bicycle and pedestrian safety accessories, including bicycle helmets, lights, and reflectors. These items will be distributed during public outreach events, bike rodeos, and future Walk-N-Rolla events.

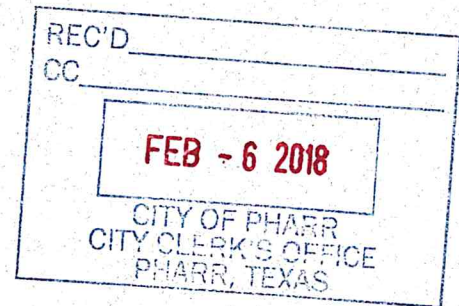
The event will be held Saturday, April 21, 2018 (8AM-1PM) in-conjunction with the City of Edinburg's, Cool Cities Event. The **8th Annual Walk-N-Rolla** is a family-friendly charity 5K Run/Walk, Kid's Bike Rodeo, Mutt Strut, and Health Fair. For the Registration we are asking for (5 - non-perishable) items, verse any monetary fee. All the food collected will go towards the pantry for UTRGV students.

This is an annual event and your sponsorship comes with some advertisement space on the event banners and mailers (**See Attachment**).

We look forward to an affirmative response of sponsorship from you to make this event successful. For further information on the event, please contact Gloria Banda-Gonzales by email at gbanda@hcmppo.org or Phone: 956-969-5778 Ext. 315.

Yours Sincerely,


Andrew A. Canon
Director of Transportation Planning
Hidalgo County Metropolitan Planning Organization (HCMPO)



Administrative Agent: Lower Rio Grande Valley Development Council
311 N. 15th ST., McAllen, TX, 78501-4705



SPONSORSHIP PACKET



CAPE & TIARA

The 8th Annual Walk N Rolla is being held in conjunction with the City of Edinburg's Arbor & Earth Day Festivities.

Please join us at this family friendly event with activities for all ages!



SUPER HERO CAPE

PLATINUM SPONSOR - \$1,000

- (2) Complimentary Exhibit Space
- Recognition Event Signage (Posters, Banners, event t-shirts, and programs)
- Recognition on TV, Radio & Newsletter
- Recognition on Social Media (Twitter & Facebook)
- (6) Six Complimentary 5K Packet and (6) Six Event T-Shirts
- Individual Article in our Newsletter



PRINCESS TIARA

GOLD SPONSOR

\$500

- (1) Complimentary Exhibit Space
- Recognition as Gold Sponsor on all publicity materials.
- Recognition of name/logo on event t-shirts, banners, signage, and event program.
- (4) Four Complimentary 5K Packet and (4) Four Event T-Shirts.



SUPERMAN

SILVER SPONSOR

\$300

- Recognition as Silver Sponsor on all publicity materials.
- Recognition of name/logo on event t-shirts, banners, signage, and event program.
- (2) Two Complimentary 5K Packet and (2) Two Event T-Shirts.

TO BECOME A SPONSOR PLEASE FILL OUT PORTION BELOW AND MAIL OR EMAIL TO Gloria Banda-Gonzales at gbanda@hcmppo.org:

Sponsorship Level: _____

Name/Agency/Organization: _____

Contact Person: _____

Address: _____

Phone Number: _____

Email: _____

Please email the logo you would like used to show your support in JPEG Format:

***PAYMENT:** Please make checks payable to the administrative agent: Lower Rio Grande Valley Development Council (LRGVDC). Sponsorship payments are requested by March 20, 2018 (unless prior arrangements have been made) Recognitions of Your Support through Logo Placement will not be met, if check is not received on or before the date.

Please mail all checks to: Hidalgo County Metropolitan Planning Organization 510 S. Pleasantview Drive Weslaco, Texas 78596
Attention Gloria Banda-Gonzales.

Thank you for your support!!



AGENDA MEMORANDUM

BOARD: City Commission

AGENDA ITEM #: 4.N.

DATE SUBMITTED: February 14, 2018

MEETING DATE: February 19, 2018

FROM: Elva Guajardo, Administrative Assistant

DEPARTMENT: Parks

DIRECTOR: Sergio Alanis

Agenda Item: Consideration and action, if any, authorizing City Manager to advertise for sealed bids for the replacement of HVAC systems at various city facilities.

Classification: Consent

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason:

Issue: The City of Pharr wishes to replace all dated HVAC systems at specified locations throughout City buildings.

Units are to be full replacements at locations:

- Pharr International Bridge 9900 S. Cage Blvd
- Pharr Police Station 1900 S. Cage Blvd
- Pharr Memorial Library 121 E. Cherokee Ave.
- Tierra Del Sol Golf Course 700 E. Hall Acres

After inspections of all units at aforementioned locations, it was recommended by City HVAC Technician that full units should be replaced.

Financial Consideration: \$310,000 (Budgeted)

Staff Recommendation: Staff recommends approval.

Alternatives: N/A

ROUTING:

Elva Guajardo
Sergio Alanis
Omar Anzaldúa
Sandra Zamora

Created/Initiated - 02/14/2018
Approved - 02/15/2018
Approved - 02/16/2018
Approved - 02/16/2018

Karla Moya
City Management Office

Approved - 02/16/2018
Final Approval - 02/16/2018



AGENDA MEMORANDUM

BOARD: City Commission

AGENDA ITEM #: 4.O.

DATE SUBMITTED: February 15, 2018

MEETING DATE: February 19, 2018

FROM: Hilda Pedraza, City Clerk

DEPARTMENT: Administration

DIRECTOR:

Agenda Item: Consideration and action, if any, on Development Services Cases:

Classification: Public Hearing

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason:

Issue:

Financial Consideration:

Staff Recommendation:

Alternatives:

ROUTING:

Hilda Pedraza

Created/Initiated - 02/15/2018



AGENDA MEMORANDUM

BOARD: City Commission

AGENDA ITEM #: 4.O.1.

DATE SUBMITTED: February 14, 2018

MEETING DATE: February 19, 2018

FROM: Rita Galvan, Secretary

DEPARTMENT: Development Services

DIRECTOR: Melanie Cano

Agenda Item: Red Tape II, Inc., d/b/a Stilettos Gentlemen's Club is requesting renewal of the Sexually Oriented Business License in a General Business District (C). The property is legally described as all of Lot 2, Albrad Subdivision Unit #3, Pharr, Hidalgo County, Texas. The property's physical address is 1050 North Sugar Road.
SOB# 001254 (TABLED)

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason: N/A

Issue: Red Tape II, Inc., d/b/a Stilettos Gentlemen's Club is requesting renewal of the Sexually Oriented Business License in a General Business District (C). **SOB# 001254**

Financial Consideration: N/A

Staff Recommendation: Development Services is recommending approval of the renewal request for the Sexually Oriented Business License in a General Business District (C) subject to the listed conditions.

Alternatives: N/A

ROUTING:

Rita Galvan
Roland Gomez
Melanie Cano
City Management Office

Created/Initiated - 02/14/2018
Approved - 02/15/2018
Approved - 02/15/2018
Final Approval - 02/16/2018



MAYOR Ambrosio "Amos" Hernández | CITY MANAGER Juan G. Guerra, CPA

COMMISSIONERS Eleazar Guajardo | Roberto "Bobby" Carrillo | Ramiro Caballero | Daniel Chavez | Ricardo Medina | Mario Bracamontes

Executive Summary Letter

February 5, 2018

Sexually Oriented Business License **Renewal** –

Stilettos Gentlemen's Club

Background:

Red Tape II, Inc., d/b/a Stilettos Gentlemen's Club, is requesting renewal of the Sexually Oriented Business License. This request constitutes the 18th renewal for Stilettos Gentlemen's Club.

The property is located at 1050 North Sugar Road. It is zoned General Business District (C) and is in conformance with the Future Land Use Plan. All required inspections have been conducted.

Recommendations:

Staff recommends **approval** of the renewal of the Sexually Oriented Business License subject to site and applicants being in compliance with all City Ordinances and City Department requirements.

P:\Admin\SOBs\Stilettos Gentlemen's Club_2000

MEMORANDUM

DATE: MONDAY, FEBRUARY 5, 2018

TO: MAYOR AND CITY COMMISSION

FROM: MELANIE CANO, DIRECTOR OF DEVELOPMENT SERVICES

THROUGH: JUAN GUERRA, CITY MANAGER

SUBJECT: SEXUALLY ORIENTED BUSINESS LICENSE RENEWAL – FILE NO. SOB#001254 (STILETTOS GENTLEMEN'S CLUB)
--

GENERAL INFORMATION:

APPLICANT: Red Tape II, Inc., d/b/a Stilettos Gentlemen's Club is requesting renewal of the Sexually Oriented Business License in a General Business District (C).

LEGAL DESCRIPTION: The property is legally described as all of Lot 2, Albrad Subdivision Unit #3, Pharr, Hidalgo County, Texas.

LOCATION: The property's physical address is 1050 North Sugar Road.

ZONING: The property is currently zoned General Business District (C). The surrounding area to the North, South, East and West is zoned General Business District (C). The area is generally designated for commercial use in the Land Use Plan.

COMMENTS:	CODE COMPLIANCE:	Recommends approval of the Conditional Use Permit. (See attached memo)
------------------	-------------------------	--

FIRE MARSHAL:	Recommends approval of the Conditional Use Permit. (See attached memo)
----------------------	--

POLICE CHIEF:

Recommends approval of
the Conditional Use Permit.
(See attached memo)

PLANNING DEPARTMENT:

Recommends approval of
the Conditional Use Permit.
(See attached memo)

**DEVELOPMENT
SERVICES**

RECOMMENDATIONS:

Development Services is recommending **approval** of the
renewal request for the Sexually Oriented Business License
subject to the following conditions:

- 1) Applicant shall comply with all Sexually Oriented Business License requirements; any violation will terminate the Sexually Oriented Business License;
- 2) Applicant shall comply with all City of Pharr Ordinance requirements;
- 3) Any request to revise, alter or amend the conditions or requirements shall require the applicant to apply for a new Sexually Oriented Business License;
- 4) Any change in location, change in ownership or business entity owning or carrying out its operation on the property shall terminate the Sexually Oriented Business License;
- 5) This Sexually Oriented Business License shall be issued for a period of one (1) year. It shall be the owner's responsibility to apply for renewal ninety (90) days before its expiration date;
- 6) An opaque buffer will be required;
- 7) The premise should not have any public display of any sign, banner, flag, pennant, balloon, photograph, symbol, neon light, fluorescent color indicating that the nature of the use may be a Sexually Oriented Business; and
- 8) All employees must wear name tags or uniforms identifying them as employees of the establishment
- 9) The following shall be considered as grounds for the revocation of the Sexually Oriented Business License:
 - Any change in use or change in extent of use, area or location of the building being used.
 - Failure to allow periodic inspections by representatives of the City of Pharr at any reasonable time.
 - Failure to pay the annual renewal fee shall result in the assessment of an additional five dollars (\$5.00) per business day late fee up to thirty (30) days after the date of expiration of the Conditional Use Permit; or revocation of the permit if not paid by the 31st day.
 - Sexually Oriented Business License that has been revoked may not be applied for again until a period of one year has lapsed from the date of revocation.

**Certificate of Occupancy
Conditional Use Permit
Inspection Form**

Company Name or Business Entity: Spillet-Has Low-Median Child Type of Business: Assembly
Applicant: Kagiro (First) Armen-Tarig (Middle) TX (Last) Phone No.: 956 488-702-6966
Mailing Address: 1050 N. Sugar Rd (Address) Pharr (City) TX (State) 78547 (Zip)

EXISTING BUILDING	☒ YES	☐ NO	
MIXED OCCUPANCY	☐ YES	☒ NO	IF YES, TYPE OF ADJACENT OCCUPANCY(S):
CHANGE OF OCCUPANCY FROM PREVIOUS?	☐ YES	☒ NO	IF YES, PREVIOUS TYPE OF OCCUPANCY(S):
IS FIRE PROTECTION REQUIRED?	☒ YES	☐ NO	IF SO, WHAT TYPE?
IS CHANGE OF WALL ASSEMBLY REQUIRED?	☐ YES	☒ NO	IF SO, WHAT TYPE?

Addressed by Fire
Department

PASSED WITH CONDITIONS ☐ PASSED ☒ FAILED ☐ RE-INSPECTION DATE:

BUILDING STATUS/ STRUCTURAL	PASS	FAIL	N/A	COMMENTS
1. FLOOR	☒			
2. EXTERIOR WALLS	☒			
3. INTERIOR WALLS	☒			
4. CEILING	☒			
5. ROOF	☒			
6. PREMISE (LANDSCAPING, CLEAN, EXT...)	☒			
7. GARBAGE CONTAINER	☒			
8. IS ADDRESS POSTED AND CORRECT?	☒			
9. IS LANDSCAPING IN COMPLIANCE?	☒			
MEANS OF EGRESS	PASS	FAIL	N/A	COMMENTS
1. OCCUPANT LOAD (IF APPLICABLE)	☒			
3. NUMBER OF EXITS	☒			
4. MEANS OF EGRESS LIGHTING	☒			
5. EXIT SIGNS	☒			
6. DOOR HARDWARE	☒			
ACCESSIBILITY	PASS	FAIL	N/A	COMMENTS
1. RESTROOMS	☒			
2. PATH OF EGRESS	☒			
3. RAMPS (HANDRAIL / GUARDS)	☒			
4. DOORS	☒			
5. IS OCCUPANCY CHANGED (ADA COMPLIANT)			☒	
ELECTRICAL	PASS	FAIL	N/A	COMMENTS
1. SERVICE ENTRANCE	☒			
2. SERVICE EQUIPMENT	☒			
3. WIRING SYSTEM	☒			
4. LIGHT FIXTURE	☒			
5. RECEPTACLE OUTLETS (G.F.C.I. WHERE REQUIRED)	☒			
MECHANICAL	PASS	FAIL	N/A	COMMENTS
1. REGISTERS	☒			
2. GRILLS	☒			
3. DRAINS	☒			
4. EQUIPMENT	☒			
PLUMBING	PASS	FAIL	N/A	COMMENTS
1. P. TRAPS	☒			
2. VENTS	☒			
3. DRAINS	☒			
4. PLUMBING FIXTURES	☒			
5. WATER SERVICE LINE	☒			
6. DISTRIBUTION LINES			☒	
8. BACKFLOW PREVENTION	☒			
9. GAS SYSTEM	☒			
10. GREASE TRAP	☒			
WATER/HEATER	PASS	FAIL	N/A	COMMENTS
1. LOCATION	☒			
2. T.P. VALVE & DRAIN	☒			
3. SHUT-OFF VALVE	☒			
4. VENT (IF APPLICABLE)	☒			

BUILDING / SITE NEEDS IMPROVEMENT TO MEET THE FOLLOWING CONDITIONS:

If type of inspection building was within life expectancy.

K.H.
(INSPECTOR / OFFICER)

12-13-17
(Date)

MVB
(RECEIVED BY)

12-13-17
(Date)



Prevention Division
118 S. Cage Blvd., 3rd Fl
Pharr, Texas 78577
Ph: 956-402-4400
Fax: 956-475-3433
fireprevention@pharrfd.net

November 3, 2017

STILETTOS GENTLEMEN'S CLUB
1050 N SUGAR RD
PHARR, TX 78577

INSPECTION STATUS - PASSED

An inspection of your facility on Nov 3, 2017 revealed no violations.

Inspection Note At the time of fire inspection occupancy was found to be compliant with all fire codes.

8842 JOSE NAVARRO
Inspector

Marta barraza

RECEIVED
PHARR DEVELOPMENT
SERVICES DEPT.

NOV 03 2017

BY: _____

To: Melanie Cano, Director of Development Services
From: Edward Chavez, Asst. Chief of Police
Date: 12/01/2017
Re: Sexually Oriented Business License Renewal for File No. SOB #001254 (Stiletto's Gentlemen's Club).

Red Tape II, Inc. representing Ramiro R. Armendariz, d/b/a/ Stiletto's Gentlemen's Club
is requesting renewal of a Sexually Oriented Business License in a General Business District (C). The
property is described as follows:

Legal Description: All of Lot 2, Albrad Subdivision, Unit #3, an addition to the City of Pharr, Hidalgo
County, Texas.
Physical Address: 1050 North Sugar Road
Contact Number:

In keeping with the requirements of ordinance # 0-84-44, I am providing you with the following
comments:

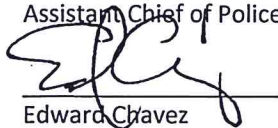
REPLY

Ms. Cano,

I have reviewed the proposed application. Based on the information we have on file for this
establishment at this time, I recommend approval subject to the following documented requirements.

1. All state and local ordinances that currently exists or that may be enacted in the future that
affect this business must be strictly adhered to. Personnel such as bartenders, waitresses and
hostesses must be required to wear identifying insignia such as name tags and/or uniforms that
clearly identify them as employees.
2. The owners, managers and/or operators must agree not to use any advertisement on the
property that is offensive, distasteful and/or creates a visual impairment to traffic.
3. In the event that the applicant conducts its business, endangers the general welfare, health,
peace, morals or safety of the community, the Chief of Police will exercise his/her authority
under Section 11.612 of the Texas Alcoholic Beverage Code to recommend the cancellation of
any and all permits for the same premises for up to one year after the date of cancellation.
4. The sale of alcoholic beverages to a minor inside the premises or on any area controlled by the
aforementioned business will be considered an act that endangers the general welfare, health,
peace, morals and/or safety of the community.
5. Failure to comply with these listed assurances will be grounds for cancellation of Sexually
Oriented Business Permit #001254.

Assistant Chief of Police


Edward Chavez

Office: 956-402-4709

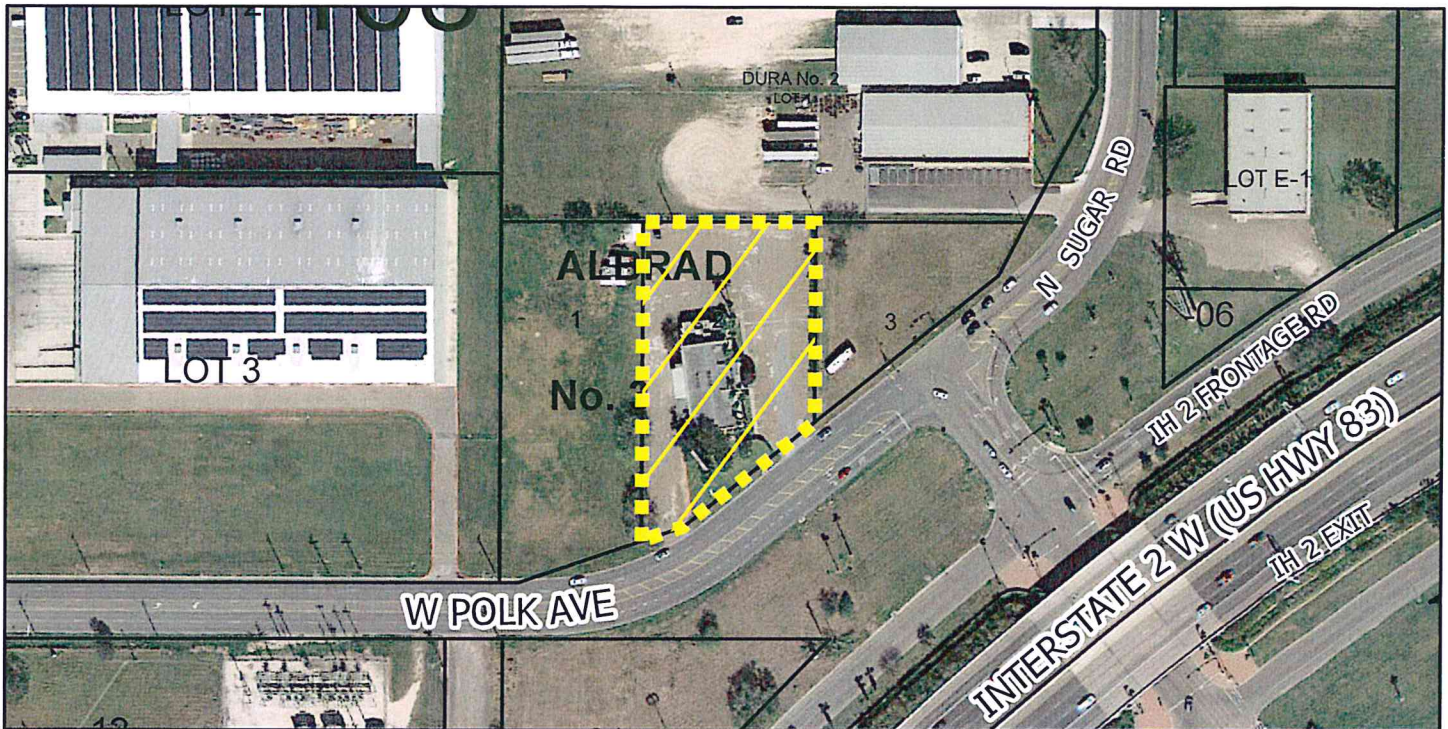
edward.chavez@pd.pharr-tx.gov

RECEIVED
PHARR DEVELOPMENT
SERVICES DEPT.

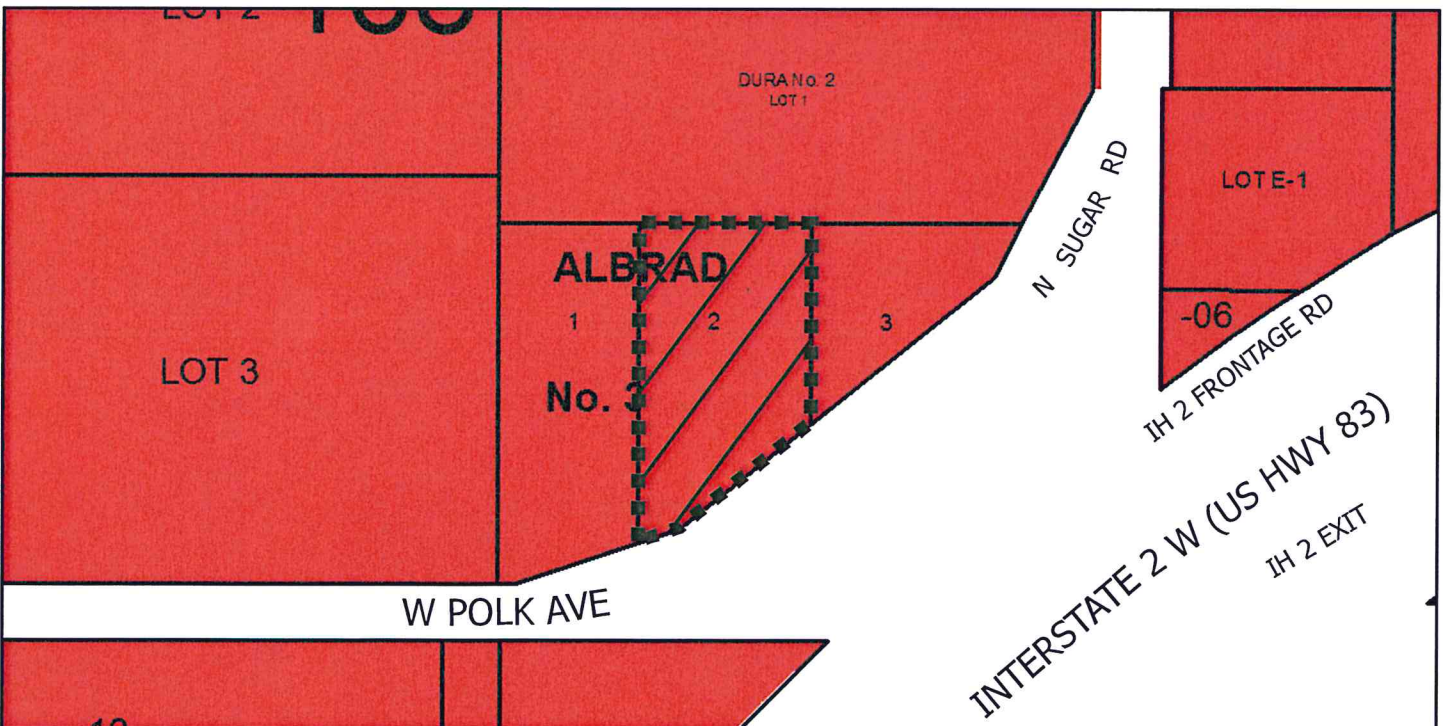
DEC 11 2017

BY: 

Conditional Use Permit Renewal
Albrad #3 Lot 2
Stilletos Cabaret



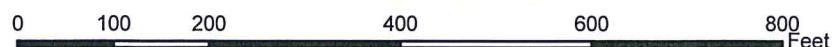
G:\City of Pharr\GIS\Projects\1-Planning\CUP Renewal\CUP Renewal Albrad #3 Lot 2\MXDCUP Renewal Albrad #3 Lot 2.mxd



Agricultural Open Space	High Density Multi-Family	Government Owned	Heavy Industrial	Hidalgo ISD
Single Family	Mobile Home	General Business	Limited Industrial	Valley View ISD
Single Family Small Lot	Townhouse	Business District	Neighborhood Commercial	Planned Unit Development
Two Family	HUD Code	Drainage Easement	Office Professional	
Medium Density Multi-Family	Rail Road R.O.W.	Heavy Commercial	PSJA ISD	

City of Pharr, Texas
Engineering Department
956.702.5355

Scale: 1 inch = 200 feet



Date: 2/15/2018



AGENDA MEMORANDUM

BOARD: City Commission

AGENDA ITEM #: 4.O.2.

DATE SUBMITTED: February 15, 2018

MEETING DATE: February 19, 2018

FROM: Rita Galvan, Secretary

DEPARTMENT: Development Services

DIRECTOR: Melanie Cano

Agenda Item: Shots Main Event, LLC, d/b/a Main Event Entertainment, is requesting renewal of the Conditional Use Permit and Late Hours Permit to allow the sale of alcoholic beverages for on-premise consumption in a General Business District (C). The property is legally described as being a 1.34 acre tract of land out of Lot 5, Block 6, A.J. McColl Subdivision, Pharr, Hidalgo County, Texas. The property's physical address is 500 North Jackson Road, Suite C. **CUP#140101**

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason:

Issue: Shots Main Event, LLC, d/b/a Main Event Entertainment, is requesting renewal of the Conditional Use Permit and Late Hours Permit to allow the sale of alcoholic beverages for on-premise consumption in a General Business District (C).

CUP#140101

Financial Consideration:

Staff Recommendation: Development Services is recommending approval of the renewal of the Conditional Use Permit and Late Hours Permit to allow the sale of alcoholic beverages for on-premise consumption in a General Business District (C) subject to applicant and site being in compliance with all City Ordinances and City Department requirements.

Alternatives:

ROUTING:

Rita Galvan
Roland Gomez
Melanie Cano

Created/Initiated - 02/15/2018
Approved - 02/15/2018
Approved - 02/15/2018

City Management Office

Final Approval - 02/16/2018



MAYOR Ambrosio "Amos" Hernández | CITY MANAGER Juan G. Guerra, CPA

COMMISSIONERS Eleazar Guajardo | Roberto "Bobby" Carrillo | Ramiro Caballero | Daniel Chavez | Ricardo Medina | Mario Bracamontes

Executive Summary Letter

February 19, 2018

Conditional Use Permit Renewal for ABC –

Shots Main Event, LLC
d/b/a Main Event Entertainment

Background:

Shots Main Event, LLC, d/b/a Main Event Entertainment, is requesting renewal of the Conditional Use Permit and Late Hours Permit to allow the sale of alcoholic beverages for on-premise consumption. This request constitutes the 4th renewal for Main Event Entertainment.

The property is located at 500 North Jackson, Suite C. It is zoned General Business District (C) and is in conformance with the Future Land Use Plan. All required inspections have been conducted and have passed.

Recommendations:

Staff recommends **approval** for Conditional Use Permit and Late Hours Permit to allow the sale of alcoholic beverages for on-premise consumption.

P:\Admin\CUPs\ABC\ABC_SHOTS MAIN EVENT dba MAIN EVENT ENTERTAINMENT_2014.

MEMORANDUM

DATE: MONDAY, FEBRUARY 19, 2018
TO: MAYOR AND CITY COMMISSION
THROUGH: JUAN GUERRA, CITY MANAGER
FROM: MELANIE CANO, DIRECTOR OF DEVELOPMENT SERVICES

SUBJECT: CONDITIONAL USE PERMIT & LATE HOURS PERMIT RENEWAL FOR ABC FILE NO. CUP#140101 (MAIN EVENT ENTERTAINMENT)
--

GENERAL INFORMATION:

APPLICANT: Shots Main Event, LLC, d/b/a Main Event Entertainment, is requesting renewal of the Conditional Use Permit and Late Hours Permit to allow the sale of alcoholic beverages for on-premise consumption in a General Business District (C).

LEGAL DESCRIPTION: The property is legally described as being a 1.34 acre tract of land out of Lot 5, Block 6, A.J. McColl Subdivision, Pharr, Hidalgo County, Texas.

LOCATION: The property's physical address is 500 North Jackson Road, Suite C.

ZONING: The property is currently zoned General Business District (C). The surrounding area is zoned General Business District (C) to the north, south, east and west. The area is generally designated for commercial use in the Land Use Plan.

COMMENTS:	CODE COMPLIANCE:	Recommends approval of the Conditional Use Permit. (See attached memo)
------------------	-------------------------	--

FIRE MARSHAL:	Recommends approval of the Conditional Use Permit. (See attached memo)
----------------------	--

POLICE CHIEF:

Recommends approval of
the Conditional Use Permit.
(See attached memo)

**DEVELOPMENT
SERVICES:**

Recommends approval of
the Conditional Use Permit.
(See attached memo)

**DEVELOPMENT
SERVICES
RECOMMENDATIONS:**

Development Services is recommending **approval** of the renewal of the Conditional Use Permit and Late Hours Permit to allow the sale of alcoholic beverages for on-premise consumption in a General Business District (C) subject to applicant and site being in compliance with all City Ordinances and City Department requirements.

To: Melanie Cano, Director of Development Services

From: Edward Chavez, Asst. Chief of Police

Date: 01/19/2018

Re: Conditional Use Permit to allow the sale and consumption of alcoholic beverages.

Robert Frank Neagle Jr (TX DL # 34438592) has submitted a request for a Conditional Use Permit to allow the sale of alcoholic beverages for on-premise consumption in a General Business District (C).

The property is described as follows:

Legal Description: A 1.34 acre tract of land out of Lot 5, Block 6, A.J. McColl Subdivision, an addition to the City of Pharr, Hidalgo County, Texas.

Physical Address: 500 North Jackson, Suite C

Contact Number: 956-984-9000

In keeping with the requirements of ordinance # 0-84-44, I am providing you with the following comments:

REPLY

Ms. Cano,

I have reviewed the proposed application. Based on the information we have on file for this establishment at this time, I recommend approval subject to the following documented requirements.

1. All state and local ordinances that currently exists or that may be enacted in the future that affect this business must be strictly adhered to. Personnel such as bartenders, waitresses and hostesses must be required to wear identifying insignia such as name tags and/or uniforms that clearly identify them as employees.
2. The owners, managers and/or operators must agree not to use any advertisement on the property that is offensive, distasteful and/or creates a visual impairment to traffic.
3. In the event that the applicant conducts its business, endangers the general welfare, health, peace, morals or safety of the community, the Chief of Police will exercise his/her authority under Section 11.612 of the Texas Alcoholic Beverage Code to recommend the cancellation of any and all permits for the same premises for up to one year after the date of cancellation.
4. The sale of alcoholic beverages to a minor inside the premises or on any area controlled by the aforementioned business will be considered an act that endangers the general welfare, health, peace, morals and/or safety of the community.

Assistant Chief of Police

Edward Chavez

Office: 956-402-4709

Edward.chavez@pd.pharr-tx.gov

RECEIVED
PHARR DEVELOPMENT
SERVICES DEPT.

JAN 22 2018

BY: 



Prevention Division
118 S. Cage Blvd., 3rd Fl
Pharr, Texas 78577
Ph: 956-402-4400
Fax: 956-475-3433
fireprevention@pharrfd.net

January 12, 2018

MAIN EVENT
500 N JACKSON RD, STE. E
PHARR, TX 78577

INSPECTION STATUS - PASSED

An inspection of your facility on Jan 12, 2018 revealed no violations.

Inspection Note PHARR FIRE DEPARTMENT WAS DISPATCHED TO MAIN EVENT CENTER FOR A ANNUAL FIRE INSPECTION DUE TO A CONDITIONAL USE PERMIT NEEDED FOR RE inspection and found occupancy to be in compliance with all fire codes.

8842 JOSE NAVARRO
Inspector

Thomas Smith

RECEIVED
PHARR DEVELOPMENT
SERVICES DEPT.

JAN 31 2018

BY: _____

Company Name or Business Entity: Main Event Type of Business: _____
Applicant: _____ Phone No.: 787-7100
Mailing Address: (First) _____ (Middle) _____ (Last) _____
500 N. JACKSON Pharr TX. 78577
(Address) (City) (State) (Zip)

EXISTING BUILDING	☒ YES	☐ NO	IF YES, TYPE OF ADJACENT OCCUPANCY(S): Addressed by Fire Department
MIXED OCCUPANCY	☐ YES	☐ NO	
CHANGE OF OCCUPANCY FROM PREVIOUS?	☐ YES	☒ NO	
IS FIRE PROTECTION REQUIRED?	☒ YES	☐ NO	
IS CHANGE OF WALL ASSEMBLY REQUIRED?	☐ YES	☒ NO	

PASSED WITH CONDITIONS ☐ PASSED ☒ FAILED ☐ RE-INSPECTION DATE: _____

BUILDING STATUS/ STRUCTURAL	PASS	FAIL	N/A	COMMENTS
1. FLOOR	☒			
2. EXTERIOR WALLS	☒			
3. INTERIOR WALLS	☒			
4. CEILING	☒			
5. ROOF			☒	
6. PREMISE (LANDSCAPING, CLEAN, EXT...)	☒			
7. GARBAGE CONTAINER	☒			
8. IS ADDRESS POSTED AND CORRECT?	☒			
9. IS LANDSCAPING IN COMPLIANCE?	☒			
MEANS OF EGRESS	PASS	FAIL	N/A	COMMENTS
1. OCCUPANT LOAD (IF APPLICABLE)	☒			
3. NUMBER OF EXITS	☒			
4. MEANS OF EGRESS LIGHTING	☒			
5. EXIT SIGNS	☒			
6. DOOR HARDWARE	☒			
ACCESSIBILITY	PASS	FAIL	N/A	COMMENTS
1. RESTROOMS	☒			
2. PATH OF EGRESS	☒			
3. RAMPS (HANDRAIL / GUARDS)	☒			
4. DOORS	☒			
5. IS OCCUPANCY CHANGED (ADA COMPLIANT)	☒			
ELECTRICAL	PASS	FAIL	N/A	COMMENTS
1. SERVICE ENTRANCE	☒			
2. SERVICE EQUIPMENT	☒			
3. WIRING SYSTEM	☒			
4. LIGHT FIXTURE	☒			
5. RECEPTACLE OUTLETS (G.F.C.I. WHERE REQUIRED)	☒			
MECHANICAL	PASS	FAIL	N/A	COMMENTS
1. REGISTERS	☒			
2. GRILLS	☒			
3. DRAINS	☒			
4. EQUIPMENT	☒			
PLUMBING	PASS	FAIL	N/A	COMMENTS
1. P. TRAPS	☒			
2. VENTS	☒			
3. DRAINS	☒			
4. PLUMBING FIXTURES	☒			
5. WATER SERVICE LINE	☒			
6. DISTRIBUTION LINES	☒			
8. BACKFLOW PREVENTION	☒			
9. GAS SYSTEM	☒			
10. GREASE TRAP	☒			
WATER HEATER	PASS	FAIL	N/A	COMMENTS
1. LOCATION	☒			
2. T.P. VALVE & DRAIN	☒			
3. SHUT-OFF VALVE	☒			
4. VENT (IF APPLICABLE)	☒			

BUILDING / SITE NEEDS IMPROVEMENT TO MEET THE FOLLOWING CONDITIONS:

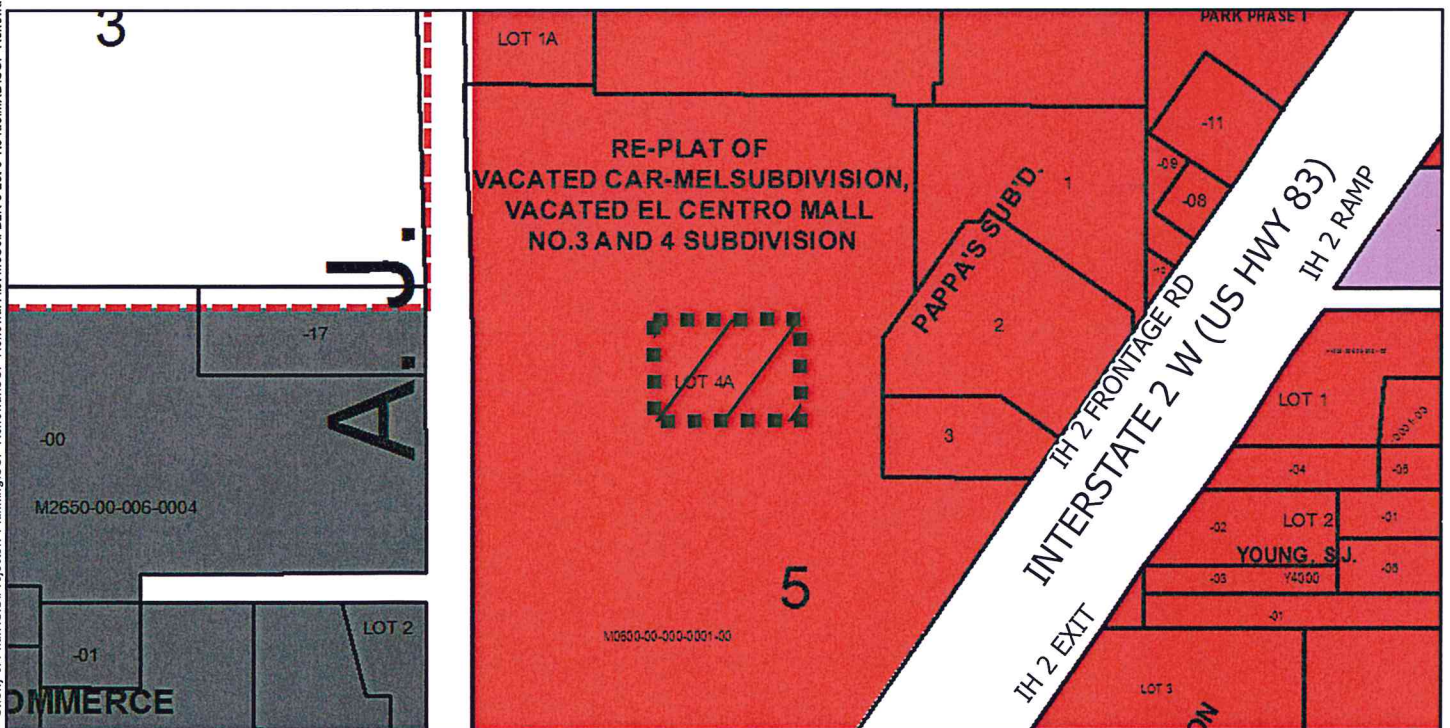
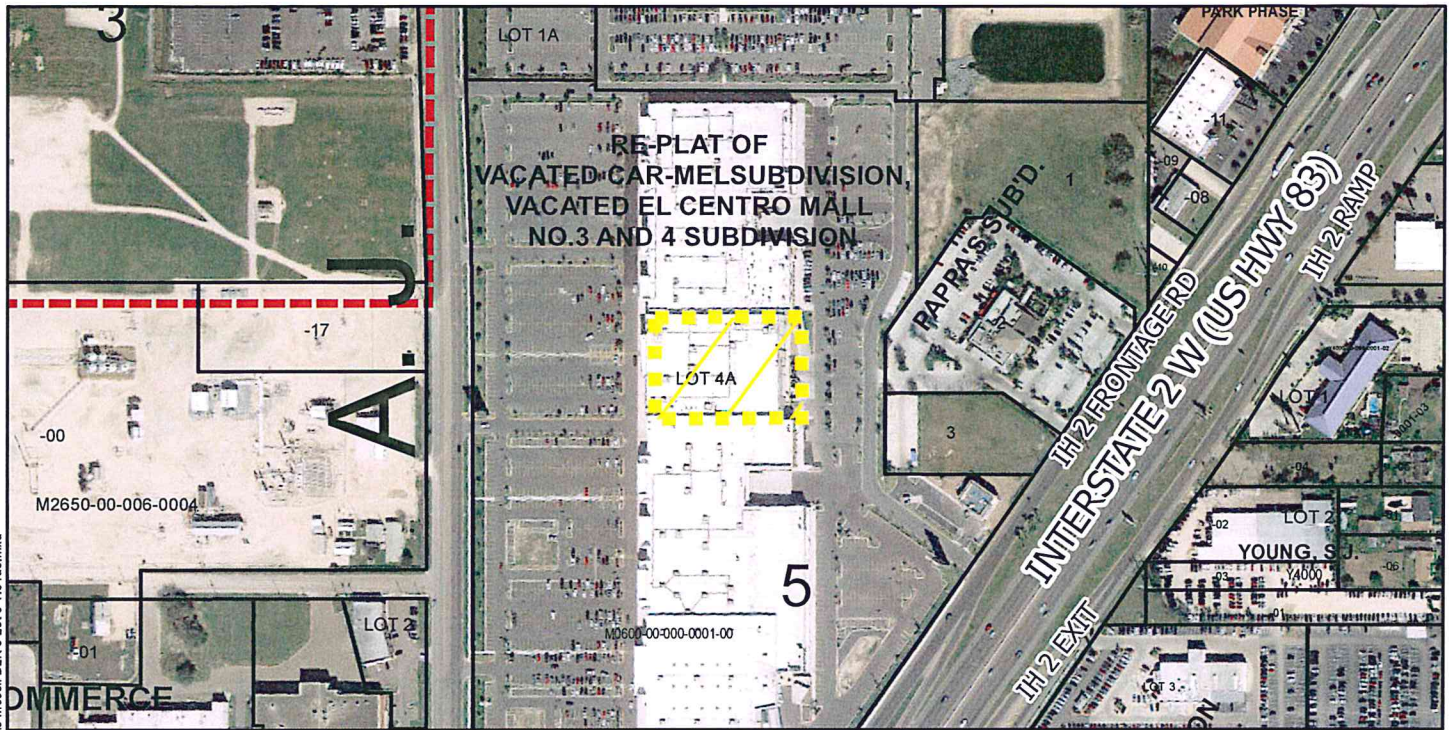
• check water pressure in hand sinks in both male + female restrooms.
• water heater in kitchen had leak, needs to be corrected.

B. BLANDEZ 1-29-18
(INSPECTOR / OFFICER) (Date)

[Signature] 1-29-18
(RECEIVED BY) (Date)

Please note: Owner / Applicant is responsible to contact the City of Pharr Department of Development Services at (956) 402-4242 when improvements have been completed. Any permits with regard to this location will remain on hold until full compliance is met.

Conditional Use Permit Renewal
A.J. McColl BLK 6 Lot 5 1.34ac
Main Event Entertainment



Agricultural Open Space	High Density Multi-Family	Government Owned	Heavy Industrial	Hidalgo ISD
Single Family	Mobile Home	General Business	Limited Industrial	Valley View ISD
Single Family Small Lot	Townhouse	Business District	Neighborhood Commercial	Planned Unit Development
Two Family	HUD Code	Drainage Easement	Office Professional	
Medium Density Multi-Family	Rail Road R.O.W.	Heavy Commercial	PSJA ISD	

City of Pharr, Texas
Engineering Department
956.702.5355

Scale: 1 inch = 400 feet



Date: 2/15/2018



AGENDA MEMORANDUM

BOARD: City Commission

AGENDA ITEM #: 4.O.3.

DATE SUBMITTED: February 14, 2018

MEETING DATE: February 19, 2018

FROM: Rita Galvan, Secretary

DEPARTMENT: Development Services

DIRECTOR: Melanie Cano

Agenda Item: Pizza Properties, Inc., d/b/a Peter Piper Pizza #63, is requesting renewal of the Conditional Use Permit to allow the sale of alcoholic beverages for on-premise consumption in a General Business District (C). The property is legally described as Lot 1, Pleasanton Subdivision, Pharr, Hidalgo County, Texas. The property's physical address is 1715 South Cage Boulevard. **CUP#060104**

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason: N/A

Issue: Pizza Properties, Inc., d/b/a Peter Piper Pizza #63, is requesting renewal of the Conditional Use Permit to allow the sale of alcoholic beverages for on-premise consumption in a General Business District (C). **CUP#060104**

Financial Consideration: N/A

Staff Recommendation: Development Services is recommending approval of the renewal of the Conditional Use Permit to allow the sale of alcoholic beverages for on-premise consumption in a General Business District (C) subject to applicant and site being in compliance with all City Ordinances and City Department requirements.

Alternatives: N/A

ROUTING:

Rita Galvan

Created/Initiated - 02/14/2018

Roland Gomez

Approved - 02/15/2018

Melanie Cano

Approved - 02/15/2018

City Management Office

Final Approval - 02/16/2018



MAYOR Ambrosio "Amos" Hernández | CITY MANAGER Juan G. Guerra, CPA

COMMISSIONERS Eleazar Guajardo | Roberto "Bobby" Carrillo | Ramiro Caballero | Daniel Chavez | Ricardo Medina | Mario Bracamontes

Executive Summary Letter

February 19, 2018

Conditional Use Permit Renewal for ABC –

Pizza Properties, Inc.

Background:

Pizza Properties, Inc., d/b/a Peter Piper Pizza #63, is requesting renewal of the Conditional Use Permit to allow the sale of alcoholic beverages for on-premise consumption. This request constitutes the 11th renewal for Peter Piper Pizza #63.

The property is located at 1715 South Cage Boulevard – Peter Piper Pizza #63. It is zoned General Business District (C) and is in conformance with the Future Land Use Plan. All required inspections have been conducted and have passed.

Recommendations:

Staff recommends **approval** of the renewal of the Conditional Use Permit to allow the sale of alcoholic beverage for on-premise consumption.

P:\Admin\MY FILES\CUPs\ABC\ABC_PIZZA PROPERTIES dba PETER PIPER PIZZA #63_2006

MEMORANDUM

DATE: MONDAY, FEBRUARY 19, 2018

TO: MAYOR AND CITY COMMISSION

THROUGH: JUAN GUERRA, CITY MANAGER

FROM: MELANIE CANO, DIRECTOR OF DEVELOPMENT SERVICES

SUBJECT: CONDITIONAL USE PERMIT RENEWAL FOR ABC FILE NO. CUP#060104 (PETER PIPER PIZZA #63)

GENERAL INFORMATION:

APPLICANT: Pizza Properties, Inc., d/b/a Peter Piper Pizza #63, is requesting renewal of the Conditional Use Permit to allow the sale of alcoholic beverages for on-premise consumption in a General Business District (C).

LEGAL DESCRIPTION: The property is legally described as Lot 1, Pleasanton Subdivision, Pharr, Hidalgo County, Texas.

LOCATION: The property's physical address is 1715 South Cage Boulevard.

ZONING: The property is currently zoned General Business District (C). The adjacent zoning is General Business District (C) to the North, Agricultural and/or Open-Space District (A-O) to the South, Residential Mobile Home District (R-MH) to the East, and Planned Unit Development District (PUD) to the West. The area is generally designated for commercial use in the Land Use Plan.

COMMENTS:	CODE COMPLIANCE:	Recommends approval of the Conditional Use Permit. (See attached memo)
------------------	-------------------------	--

FIRE MARSHAL:	Recommends approval of the Conditional Use Permit. (See attached memo).
----------------------	---

POLICE CHIEF:

Recommends approval of
the Conditional Use Permit.
(See attached memo)

PLANNING DEPT.:

Recommends approval of
the Conditional Use Permit.
(See attached memo)

**DEVELOPMENT
SERVICES**

RECOMMENDATIONS:

Development Services is recommending **approval** of the renewal of the Conditional Use Permit to allow the sale of alcoholic beverages for on-premise consumption in a General Business District (C) subject to applicant and site being in compliance with all City Ordinances and City Department requirements.

Company Name or Business Entity: Peter Piper Pizza Type of Business: C
Applicant: Pizza Properties, Inc. Phone No.: (956) 783-0735
Mailing Address: 1715 S. Cage Blvd. Pharr TX 78577
(First) (Middle) (Last) (Address) (City) (State) (Zip)

EXISTING BUILDING	☒ YES	☐ NO	
MIXED OCCUPANCY	☐ YES	☒ NO	IF YES, TYPE OF ADJACENT OCCUPANCY(S):
CHANGE OF OCCUPANCY FROM PREVIOUS?	☐ YES	☒ NO	IF YES, PREVIOUS TYPE OF OCCUPANCY:
IS FIRE PROTECTION REQUIRED?	☒ YES	☐ NO	IF SC
IS CHANGE OF WALL ASSEMBLY REQUIRED?	☐ YES	☐ NO	IF SC

Addressed by Fire
Department

PASSED WITH CONDITIONS ☐ PASSED ☒ FAILED ☐ RE-INSPECTION DATE:

BUILDING/STATUS/ STRUCTURAL	PASS	FAIL	N/A	COMMENTS
1. FLOOR	☒			
2. EXTERIOR WALLS	☒			
3. INTERIOR WALLS	☒			
4. CEILING	☒			
5. ROOF	☒			
6. PREMISE (LANDSCAPING, CLEAN, EXT...)	☒			
7. GARBAGE CONTAINER	☒			
8. IS ADDRESS POSTED AND CORRECT?	☒			
9. IS LANDSCAPING IN COMPLIANCE?	☒			
MEANS OF EGRESS	PASS	FAIL	N/A	COMMENTS
1. OCCUPANT LOAD (IF APPLICABLE)	☒			520
3. NUMBER OF EXITS	☒			
4. MEANS OF EGRESS LIGHTING	☒			
5. EXIT SIGNS	☒			
6. DOOR HARDWARE	☒			
ACCESSIBILITY	PASS	FAIL	N/A	COMMENTS
1. RESTROOMS	☒			
2. PATH OF EGRESS	☒			
3. RAMPS (HANDRAIL / GUARDS)	☒			
4. DOORS	☒			
5. IS OCCUPANCY CHANGED (ADA COMPLIANT)	☒			
ELECTRICAL	PASS	FAIL	N/A	COMMENTS
1. SERVICE ENTRANCE	☒			
2. SERVICE EQUIPMENT	☒			
3. WIRING SYSTEM	☒			
4. LIGHT FIXTURE	☒			
5. RECEPTACLE OUTLETS (G.F.C.I. WHERE REQUIRED)	☒			
MECHANICAL	PASS	FAIL	N/A	COMMENTS
1. REGISTERS	☒			
2. GRILLS	☒			
3. DRAINS	☒			
4. EQUIPMENT	☒			
PLUMBING	PASS	FAIL	N/A	COMMENTS
1. P. TRAPS	☒			
2. VENTS	☒			
3. DRAINS	☒			
4. PLUMBING FIXTURES	☒			
5. WATER SERVICE LINE	☒			
6. DISTRIBUTION LINES	☒			
8. BACKFLOW PREVENTION	☒			
9. GAS SYSTEM	☒			
10. GREASE TRAP	☒			
WATER/HEATER	PASS	FAIL	N/A	COMMENTS
1. LOCATION	☒			
2. T.P. VALVE & DRAIN	☒			
3. SHUT-OFF VALVE	☒			
4. VENT (IF APPLICABLE)	☒			

BUILDING / SITE NEEDS IMPROVEMENT TO MEET THE FOLLOWING CONDITIONS:

E. Ak 01-17-18 Adrian Stitt 1-17-18
(INSPECTOR / OFFICER) (Date) (RECEIVED BY) (Date)

Please note: Owner / Applicant is responsible to contact the City of Pharr Department of Development Services at (956) 402-4242 when Improvements have been completed.
Any permits with regard to this location will remain on hold until full compliance is met.



Prevention Division
118 S. Cage Blvd., 3rd Fl
Pharr, Texas 78577
Ph: 956-402-4400
Fax: 956-475-3433
fireprevention@pharrfd.net

January 25, 2018

PETER PIPER PIZZA
1715 S CAGE BLVD
PHARR, TX 78577

INSPECTION STATUS - PASSED

An inspection of your facility on Jan 25, 2018 revealed no violations.

Inspection Note Fire inspector mike Navarro conducted a re inspection of the occupancy and found all items that needed attention to have already been brought up to par by management. Fire inspection was passed and no further action was taken.

8842 JOSE NAVARRO
Inspector

RayLynne settle

RECEIVED
PHARR DEVELOPMENT
SERVICES DEPT.

JAN 25 2018

BY: _____

To: Melanie Cano, Director of Development Services

From: Edward Chavez, Asst. Chief of Police

Date: 01/19/2018

Re: Conditional Use Permit to allow the sale and consumption of alcoholic beverages.

James Kirk Robinson (TX DL: _____), has submitted a request for a Conditional Use Permit to allow the sale of alcoholic beverages for on-premise consumption in a General Business District (C).

The property is described as follows:

Legal Description: Lot 1, Pleasanton Subdivison, an addition to the City of Pharr, Hidalgo County, Texas.

Physical Address: 1715 S Caze Blvd

Contact Number:

In keeping with the requirements of ordinance # 0-84-44, I am providing you with the following comments:

REPLY

Ms. Cano,

I have reviewed the proposed application. Based on the information we have on file for this establishment at this time, I recommend approval subject to the following documented requirements.

1. All state and local ordinances that currently exists or that may be enacted in the future that affect this business must be strictly adhered to. Personnel such as bartenders, waitresses and hostesses must be required to wear identifying insignia such as name tags and/or uniforms that clearly identify them as employees.
2. The owners, managers and/or operators must agree not to use any advertisement on the property that is offensive, distasteful and/or creates a visual impairment to traffic.
3. In the event that the applicant conducts its business, endangers the general welfare, health, peace, morals or safety of the community, the Chief of Police will exercise his/her authority under Section 11.612 of the Texas Alcoholic Beverage Code to recommend the cancellation of any and all permits for the same premises for up to one year after the date of cancellation.
4. The sale of alcoholic beverages to a minor inside the premises or on any area controlled by the aforementioned business will be considered an act that endangers the general welfare, health, peace, morals and/or safety of the community.

Assistant Chief of Police

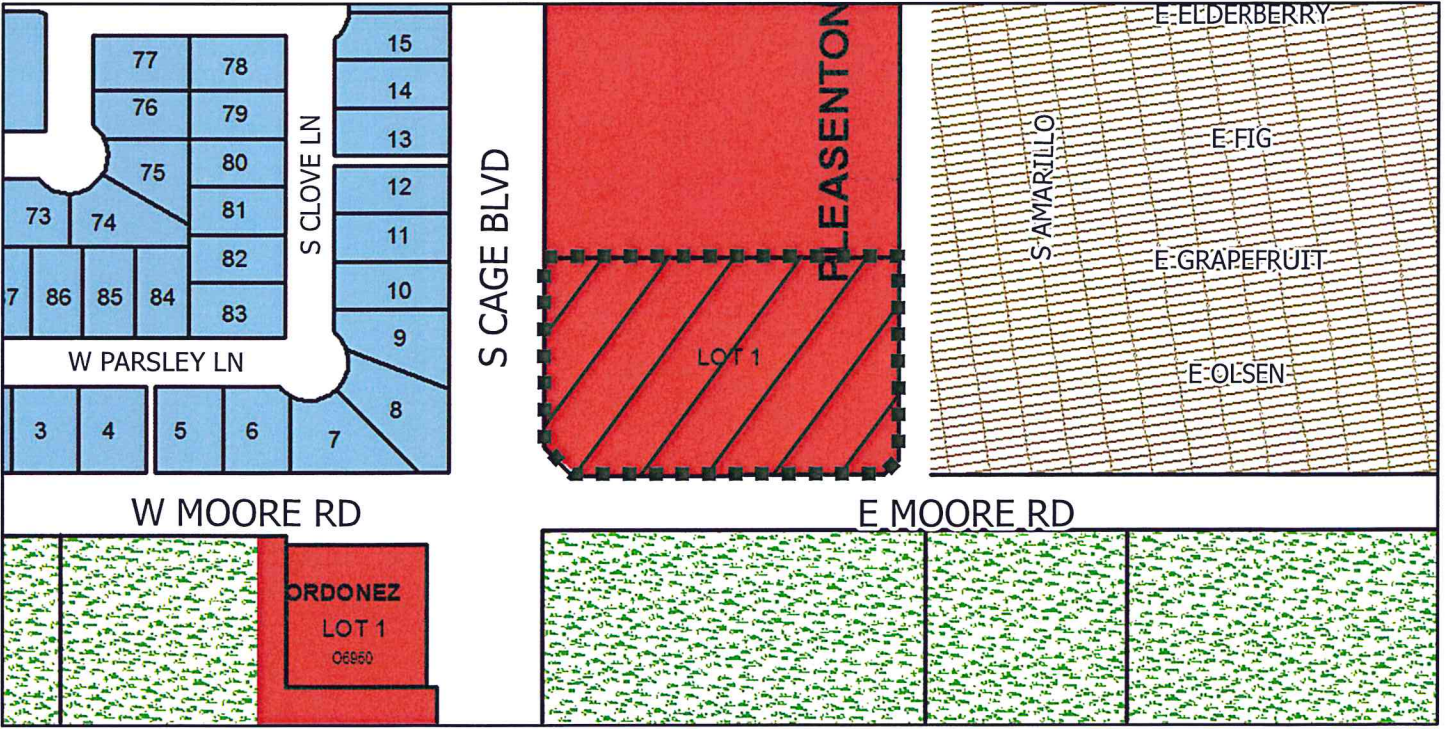
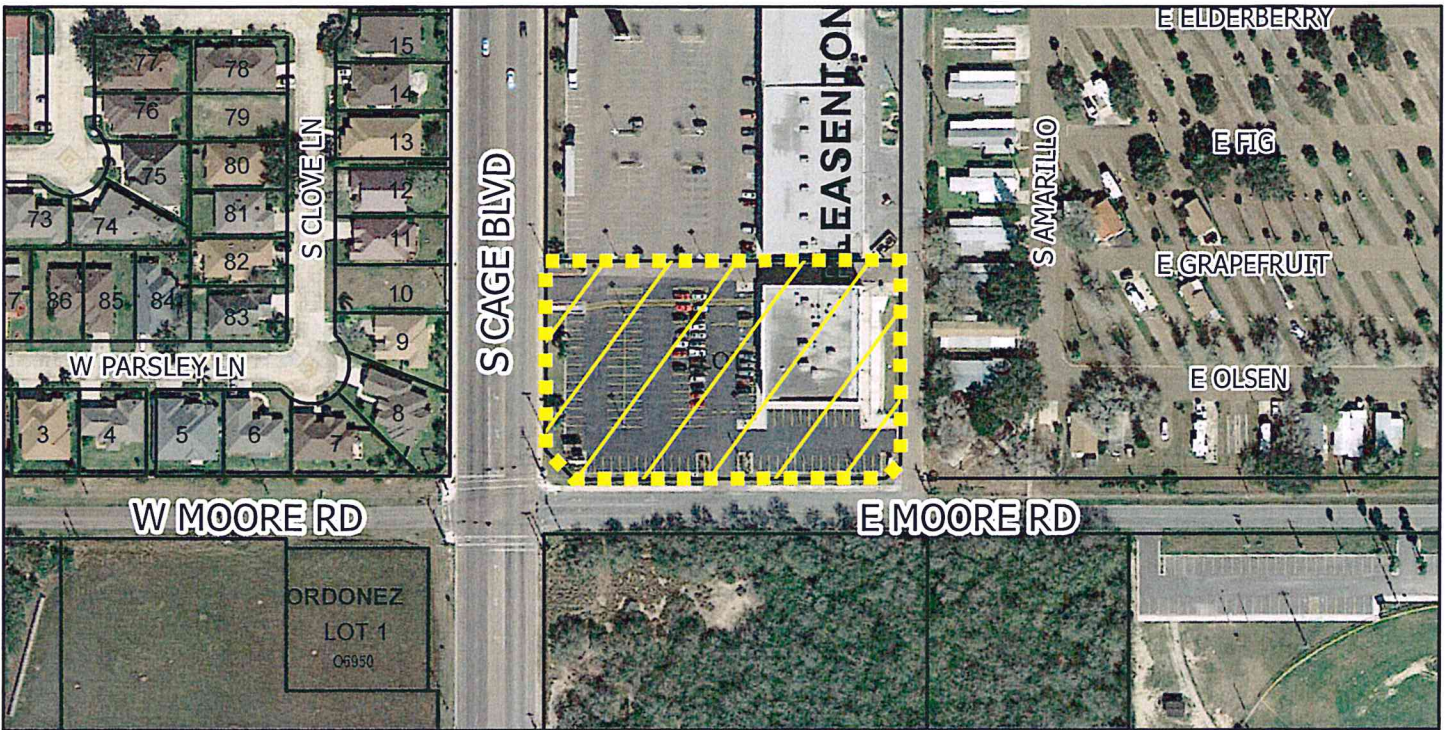
Edward Chavez
Office: 956-402-4709
Edward.chavez@pd.pharr-tx.gov

RECEIVED
PHARR DEVELOPMENT
SERVICES DEPT.

JAN 22 2018

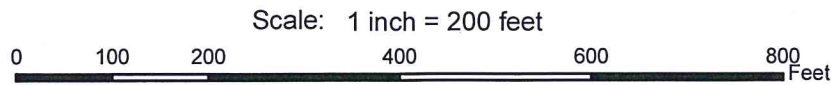
By: _____

Conditional Use Permit Renewal
Pleasanton Lot 1
Peter Piper Pizza #63



- | | | | | |
|-----------------------------|---------------------------|-------------------|-------------------------|--------------------------|
| Agricultural Open Space | High Density Multi-Family | Government Owned | Heavy Industrial | Hidalgo ISD |
| Single Family | Mobile Home | General Business | Limited Industrial | Valley View ISD |
| Single Family Small Lot | Townhouse | Business District | Neighborhood Commercial | Planned Unit Development |
| Two Family | HUD Code | Drainage Easement | Office Professional | |
| Medium Density Multi-Family | Rail Road R.O.W. | Heavy Commercial | PSJA ISD | |

City of Pharr, Texas
Engineering Department
956.702.5355





AGENDA MEMORANDUM

BOARD: City Commission

AGENDA ITEM #: 4.O.4.

DATE SUBMITTED: February 15, 2018

MEETING DATE: February 19, 2018

FROM: Rita Galvan, Secretary

DEPARTMENT: Development Services

DIRECTOR: Melanie Cano

Agenda Item: Irasema Salinas has filed with the Planning and Zoning Commission a request for a change of zone from Single-Family Residential District (R-1) to Office Professional District (O-P). The subject site is located on the south side of West Hall Acres Road and east side of South Gardenia Street with the property's physical address as 2621 South Gardenia Street. The property is legally described as being all of Lot 45, Sing's Subdivision, Pharr, Hidalgo County, Texas. **COZ#180103**

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason:

Issue: Irasema Salinas has filed with the Planning and Zoning Commission a request for a change of zone from Single-Family Residential District (R-1) to Office Professional District (O-P). **COZ#180103**

Financial Consideration:

Staff Recommendation: Development Services is recommending approval of the request to re-zone to Office-Professional District (O-P) as the property meets area requirements and has adequate ingress and egress. If approved, applicant must comply with all City Ordinances and City Department requirements.

The Planning and Zoning Commission voted unanimously to approve the request for a change of zone from Single-Family Residential District (R-1) to Office Professional District (O-P) subject to staff's recommendations.

Alternatives:

ROUTING:

Rita Galvan

Created/Initiated - 02/15/2018

Roland Gomez
Melanie Cano
City Management Office

Approved - 02/15/2018
Approved - 02/15/2018
Final Approval - 02/16/2018



STANDARDIZED RECOMMENDATION FORM

MEETING DATE: February 19, 2018

ROUTE TO BOARD:

☒ CITY COMMISSION AGENDA ITEM: COZ:#180103
☐ PLANNING & ZONING COMMISSION DATE SUBMITTED: January 18, 2018

1. **Applicant:** Irasema Salinas, owner.
2. **Requested Action:** Re-zoning request from Single-Family Residential District (R-1) to Office Professional District (O-P).
3. **Nature / Intent of Request:** In order to develop the property into a professional plaza for office use.

4. **Routing to Staff:**

F. Melanie Cano, Director



Initials

2/7/18 ☒ Approval ☐ Denial
Date

G. Planning Staff
 Recommendations



Initials

2/7/18 ☒ Approval ☐ Denial
Date

H. Planning and Zoning
 Commission

Initials

2/12/18 ☒ Approval ☐ Denial
Date

I. City Attorney

Initials

Date ☐ Approval ☐ Denial

J. City Manager

Initials

Date ☐ Approval ☐ Denial

MEMORANDUM

DATE: MONDAY, FEBRUARY 19, 2018

TO: MAYOR AND CITY COMMISSION

FROM: DEVELOPMENT SERVICES

THROUGH: JUAN GUERRA, CITY MANAGER

SUBJECT: Re-zoning Request: From Single-Family Residential District (R-1) to Office Professional District (O-P): Being all of Lot 45, Sing's Subdivision, Pharr, Hidalgo County, Texas. The property's physical address is 2621 South Gardenia Street.
--

REZONING CHECKLIST / GOALS:

Comprehensive zoning and rezoning regulations and ordinances should be adopted and designed to facilitate, as much as possible, the following items:

1. To lessen congestion;
2. Secure safety from fire, panic and other dangers;
3. To promote health and general welfare;
4. To provide adequate light and air;
5. To protect the overcrowding of land and abutting traffic ways;
6. Avoid undue concentration of population, and;
7. To facilitate the adequate provisions of transportation, water, sewage, schools, parks, and other public requirements as per Local Government Code, Sect. 211.004.

DESCRIPTION OF PROPERTY:

Irasema Salinas has filed with the Planning and Zoning Commission a request for a change of zone from Single-Family Residential District (R-1) to Office Professional District (O-P).

The subject site is located on the south side of West Hall Acres Road and east side of South Gardenia Street with the property's physical address as 2621 South Gardenia Street. The property is legally described as being all of Lot 45, Sing's Subdivision, Pharr, Hidalgo County, Texas.

The subject site currently consists of one (1) lot with the frontage of approximately 234 feet along South Gardenia and has a depth of approximately 305 feet. South Gardenia is a 70' minor collector which runs north and south and West Hall Acres Road is an 80' major collector which runs east and west both with a posted speed limit of 30 miles per hour or less as identified in the City of Pharr's Thoroughfare Plan.

The property is currently zoned Single-Family Residential District (R-1). The surrounding properties are zoned Single-Family Residential District (R-1) to the east and south, General Business District (C) to the west and Single-Family Residential District (R-1) and High-Density Multi-Family District (R-4) to the north. The property is generally designated single-family residential use in the Land Use Plan.

The subject property along with the property to the south and east was rezoned from Agricultural and/or Open Space District (A-O) to Single-Family Residential District (R-1) on February 21, 1995 when the city amended the ordinance of March 30, 1982, adopting the current zoning ordinance we use today. A portion of the property to the north was rezoned to High-Density Multi-Family District (R-4) on March 02, 2004 and the other portion to Single-Family Residential District on October 07, 2003. The property to the west was zoned to General Business District (C) on September 19, 2006. There have been no other zoning requests within the general vicinity of the subject property since that time.

The owner of the property is requesting a change of zone to an Office-Professional District (O-P) in order to develop the property into a professional plaza for office use.

The OP office and professional district is established to create a restrictive district for "clean," attractive, low-intensity office or professional uses, and is considered the "highest" commercial district. The uses allowed in this district should not have a blighting effect on adjacent residential areas, and may be located close to all types of residential uses, with appropriate buffers and landscaping. Uses with excessive amounts of traffic, noise, or litter, or with late-night hours are not suitable for this district. Areas should not be zoned to this usage unless they are located on or close to arterials or collectors capable of carrying the additional traffic they will generate, and where there is increased water, fire protection, wastewater, and drainage capacity. Although such uses may locate adjacent to residential areas, they still must be buffered and landscaped to protect such adjacent areas. The traffic from such uses should not travel any long distances over residential sized streets or through residential areas.

Twelve (12) letters were mailed out to the surrounding property owners and a legal notice was published in the Advance News Journal. Staff received no response to the letters or the legal notice.

Development Services is recommending **approval** of the request to re-zone to Office-Professional District (O-P) as the property meets area requirements and has adequate ingress and egress. If approved, applicant must comply with all City Ordinances and City Department requirements.

**PLANNING AND ZONING
COMMISSION:**

The Planning and Zoning Commission voted unanimously to **approve** the request for a change of zone from Single-Family Residential District (R-1) to Office Professional District (O-P) subject to staff's recommendations.

CITY COMMISSION OPTIONS:

4. **Approve the rezoning request;**
5. **Table the item for:**
 - a) **consideration by the full board;**
 - b) **additional information;**
 - c) **additional time for applicant and adjacent property owners to meet;**
6. **Disapprove the request.**



REQUEST FOR CHANGE OF ZONE & AMENDMENT TO LAND USE PLAN

Irasema Salinas

APPLICANT

2621 South Gardenia Street

ADDRESS

Single-Family Residential District (R-1)

CURRENT ZONE

Office Professional District (O-P)

PROPOSED ZONE

		YES	NO
1	Does the property meet the minimum area requirements for the proposed zone?	X	
2	Does the property have adequate ingress and egress?	X	
3	Will the change of zone be compatible with surrounding properties? (Zoning and Land Use)	X	
4	Is the property located along a major thoroughfare?	X	
5	Will the property have adequate parking for the proposed use?	X	
6	Will the property have adequate landscaping as per City Ordinance?	X	
7	Will the zone change increase the volume of traffic?	X	
8	Will a buffer be required?	X	
9	Is the proposed change in line with the Future Land Use Plan?		X

STAFF RECOMMENDATIONS:

Approval

The property meets area requirements, has adequate ingress and egress and is compatible with
the surrounding properties.

Della Robles, Planner I

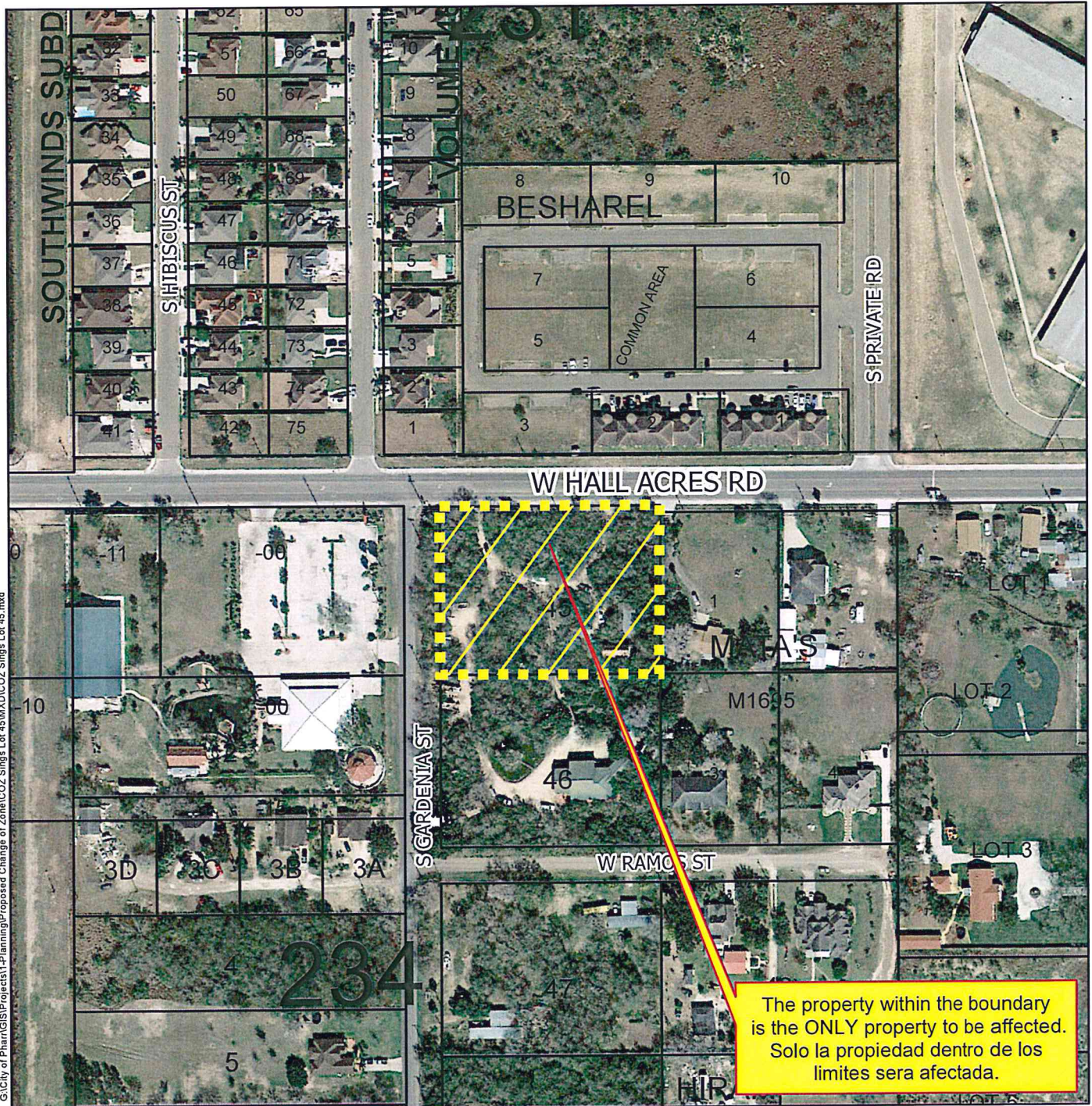
PREPARED BY

February 5, 2018

DATE



Proposed Change of Zone
Sings Lot 45
Leticia Salinas
R1 to OP

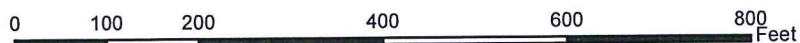


The property within the boundary
is the ONLY property to be affected.
Solo la propiedad dentro de los
limites sera afectada.

Agricultural Open Space	High Density Multi-Family	Government Owned	Heavy Industrial	Hidalgo ISD
Single Family	Mobile Home	General Business	Limited Industrial	Valley View ISD
Single Family Small Lot	Townhouse	Business District	Neighborhood Commercial	Planned Unit Development
Two Family	HUD Code	Drainage Easement	Office Professional	
Medium Density Multi-Family	Rail Road R.O.W.	Heavy Commercial	PSJA ISD	

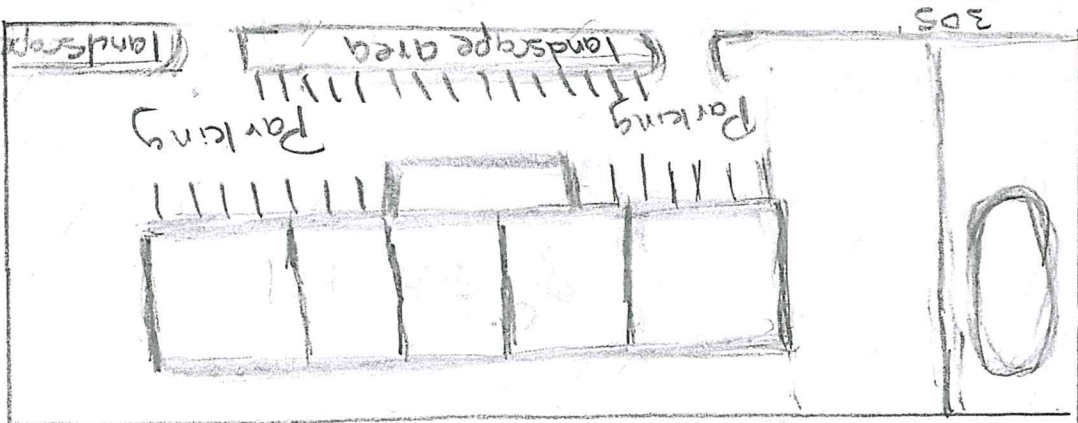
City of Pharr, Texas
Engineering Department
956.702.5355

Scale: 1 inch = 200 feet



Date: 1/26/2018

11.11.11
Hall acres



lot 45

lot 46

305'

234

239

Gardenia St









AGENDA MEMORANDUM

BOARD: City Commission

AGENDA ITEM #: 4.O.5.

DATE SUBMITTED: February 15, 2018

MEETING DATE: February 19, 2018

FROM: Rita Galvan, Secretary

DEPARTMENT: Development Services

DIRECTOR: Melanie Cano

Agenda Item: Cadena and Sons, L.L.C. d/b/a Tejas Restaurant and Sports Bar, is requesting renewal of the Conditional Use Permit to allow the sale of alcoholic beverages for on-premise consumption in a General Business District (C). The property is legally described as Lot 11, Maco Industrial Park Subdivision, Pharr, Hidalgo County, Texas. The property's physical address is 1308 Maco Drive.
CUP#161261

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason: N/A

Issue: Cadena and Sons, L.L.C. d/b/a Tejas Restaurant and Sports Bar, is requesting renewal of the Conditional Use Permit to allow the sale of alcoholic beverages for on-premise consumption in a General Business District (C). **CUP#161261**

Financial Consideration: N/A

Staff Recommendation: Development Services is recommending approval of the renewal of the Conditional Use Permit to allow the sale of alcoholic beverages for on-premise consumption in a General Business District (C) subject to applicant and site being in compliance with all City Ordinances and City Department requirements.

Alternatives: N/A

ROUTING:

Rita Galvan

Roland Gomez

Melanie Cano

City Management Office

Created/Initiated - 02/15/2018

Approved - 02/15/2018

Approved - 02/15/2018

Final Approval - 02/16/2018



MAYOR Ambrosio "Amos" Hernández | CITY MANAGER Juan G. Guerra, CPA

COMMISSIONERS Eleazar Guajardo | Roberto "Bobby" Carrillo | Ramiro Caballero | Daniel Chavez | Ricardo Medina | Mario Bracamontes

Executive Summary Letter

February 19, 2018

Conditional Use Permit Renewal for ABC –

Tejas Restaurant

Background:

Cadena and Sons, LLC, d/b/a Tejas Restaurant, is requesting renewal of the Conditional Use Permit to allow the sale of alcoholic beverage for on-premise consumption. This request constitutes the 1st renewal for Tejas Restaurant.

The property is located at 1308 Maco Dr. It is zoned General Business District (C) and is in conformance with the Future Land Use Plan. All required inspections have been conducted and have passed.

Recommendations:

Staff recommends **approval** of the renewal of the Conditional Use Permit to allow the sale of alcoholic beverage for on-premise consumption subject to the site and applicant being in compliance with all City Ordinances and City Department requirements.

P:\Admin\MY FILES\CUPS\ABC\ABC_CADENA AND SONS, LLC dba TEJAS RESTAURANT AND SPORTS BAR_2016

MEMORANDUM

DATE: MONDAY, FEBRUARY 19, 2018

TO: MAYOR AND CITY COMMISSION

THROUGH: JUAN GUERRA, CITY MANAGER

FROM: MELANIE CANO, DIRECTOR OF DEVELOPMENT SERVICES

SUBJECT: CONDITIONAL USE PERMIT RENEWAL FOR ABC FILE NO. CUP#161261 (TEJAS RESTAURANT AND SPORTS BAR)

GENERAL INFORMATION:

APPLICANT: Cadena and Sons, L.L.C. d/b/a Tejas Restaurant and Sports Bar, is requesting renewal of the Conditional Use Permit to allow the sale of alcoholic beverages for on-premise consumption in a General Business District (C).

LEGAL DESCRIPTION: The property is legally described as Lot 11, Maco Industrial Park Subdivision, Pharr, Hidalgo County, Texas.

LOCATION: The property's physical address is 1308 Maco Drive.

ZONING: The property is currently zoned General Business District (C). The zoning to the north, south and west is General Business District (C) and city limits lie to the east. The area is generally designated for commercial use in the Land Use Plan.

COMMENTS:	CODE COMPLIANCE:	Recommends approval of the Conditional Use Permit. (See attached memo).
------------------	-------------------------	---

FIRE MARSHAL:	Recommends approval of the Conditional Use Permit. (See attached memo).
----------------------	---

POLICE CHIEF:

Recommends approval of
the Conditional Use Permit.
(See attached memo)

**PLANNING
DEPARTMENT:**

Recommends approval of
the Conditional Use Permit.
(See attached memo)

**DEVELOPMENT
SERVICES
RECOMMENDATIONS:**

Development Services is recommending **approval** of the renewal of the Conditional Use Permit to allow the sale of alcoholic beverages for on-premise consumption in a General Business District (C) subject to applicant and site being in compliance with all City Ordinances and City Department requirements.

**Certificate of Occupancy
Conditional Use Permit
Inspection Form**

Company Name or Business Entity: TEJAS RESTAURANT Type of Business: RESTAURANT
Applicant: CARDENA AND SONS LLC Phone No.: 956 787 1916 / 793-782
(First) (Middle) (Last)
Mailing Address: 1308 MACO DR. Pharr TX 78577
(Address) (City) (State) (Zip)

EXISTING BUILDING	☒ YES	☐ NO	
MIXED OCCUPANCY	☐ YES	☒ NO	IF YES, TYPE OF ADJACENT OCCUPANCY(S):
CHANGE OF OCCUPANCY FROM PREVIOUS?	☐ YES	☒ NO	IF YES, PREVIOUS TYPE OF OCCUPANCY(S):
IS FIRE PROTECTION REQUIRED?	☒ YES	☐ NO	Addressed by Fire Department
IS CHANGE OF WALL ASSEMBLY REQUIRED?	☐ YES	☐ NO	

PASSED WITH CONDITIONS ☐ PASSED ☒ FAILED ☐ RE-INSPECTION DATE: _____

BUILDING STATUS/STRUCTURAL	PASS	FAIL	N/A	COMMENTS
1. FLOOR	///			
2. EXTERIOR WALLS	///			
3. INTERIOR WALLS	///			
4. CEILING	///			
5. ROOF	///			
6. PREMISE (LANDSCAPING, CLEAN, EXT...)	///			
7. GARBAGE CONTAINER	///			
8. IS ADDRESS POSTED AND CORRECT?	///			
9. IS LANDSCAPING IN COMPLIANCE?	///			
MEANS OF EGRESS	PASS	FAIL	N/A	COMMENTS
1. OCCUPANT LOAD (IF APPLICABLE)	///			
3. NUMBER OF EXITS	///			
4. MEANS OF EGRESS LIGHTING	///			
5. EXIT SIGNS	///			
6. DOOR HARDWARE	///			
ACCESSIBILITY	PASS	FAIL	N/A	COMMENTS
1. RESTROOMS	///			
2. PATH OF EGRESS	///			
3. RAMPS (HANDRAIL / GUARDS)	///			
4. DOORS	///			
5. IS OCCUPANCY CHANGED (ADA COMPLIANT)	///			
ELECTRICAL	PASS	FAIL	N/A	COMMENTS
1. SERVICE ENTRANCE	///			
2. SERVICE EQUIPMENT	///			
3. WIRING SYSTEM	///			
4. LIGHT FIXTURE	///			
5. RECEPTACLE OUTLETS (G.F.C.I. WHERE REQUIRED)	///			
MECHANICAL	PASS	FAIL	N/A	COMMENTS
1. REGISTERS	///			
2. GRILLS	///			
3. DRAINS	///			
4. EQUIPMENT	///			
PLUMBING	PASS	FAIL	N/A	COMMENTS
1. P. TRAPS	///			
2. VENTS	///			
3. DRAINS	///			
4. PLUMBING FIXTURES	///			
5. WATER SERVICE LINE	///			
6. DISTRIBUTION LINES	///			
8. BACKFLOW PREVENTION	///			
9. GAS SYSTEM	///			
10. GREASE TRAP	///			
WATER HEATER	PASS	FAIL	N/A	COMMENTS
1. LOCATION	///			
2. T.P. VALVE & DRAIN	///			
3. SHUT-OFF VALVE	///			
4. VENT (IF APPLICABLE)	///			

BUILDING / SITE NEEDS IMPROVEMENT TO MEET THE FOLLOWING CONDITIONS:

REPAIRED NEW PAINT BOX

FEB 13 2018

BY: _____

[Signature] 2-13-18
(INSPECTOR / OFFICER) (Date)

[Signature] 2/13/18
(RECEIVED BY) (Date)

Please note: Owner / Applicant is responsible to contact the City of Pharr Department of Development Services at (956) 402-4242 when improvements have been completed.
Any permits with regard to this location will remain on hold until full compliance is met.



Prevention Division
118 S. Cage Blvd., 3rd Fl
Pharr, Texas 78577
Ph: 956-402-4400
Fax: 956-475-3433
fireprevention@pharrfd.net

February 1, 2018

TEJAS RESTAURANT
1308 MACO DR
PHARR, TX 78577

INSPECTION STATUS - PASSED

An inspection of your facility on Feb 1, 2018 revealed no violations.

Inspection Note At time of CUP re-inspection building was found to be in reasonable compliance.

8108 MARTIN TORRES
Inspector

AURLIO CADENA





POLICE CHIEF

Jose Lueng

1900 S. CAGE BOULEVARD

PH: 956-402-4700

FAX: 956-784-7844

To: Melanie Cano, Director of Development Services

From: Edward Chavez, Asst. Chief of Police

Date: 01/10/2018

Re: Conditional Use Permit to allow the sale and consumption of alcoholic beverages.

Cadena ans Son's L.L.C. has submitted a request for a Conditional Use Permit to allow the sale of alcoholic beverages for on-premise consumption in a General Business District (C). The property is described as follows:

Legal Description: Lot 11, Maco Industrial Park Subdivision, an addition to the City of Pharr, Hidalgo County, Texas.

Physical Address: 1308 Maco Drive

Contact Number: 956-

In keeping with the requirements of ordinance # 0-84-44, I am providing you with the following comments:

REPLY

Ms. Cano,

I have reviewed the proposed application. Based on the information we have on file for this establishment at this time, I recommend approval subject to the following documented requirements.

1. All state and local ordinances that currently exists or that may be enacted in the future that affect this business must be strictly adhered to. Personnel such as bartenders, waitresses and hostesses must be required to wear identifying insignia such as name tags and/or uniforms that clearly identify them as employees.
2. The owners, managers and/or operators must agree not to use any advertisement on the property that is offensive, distasteful and/or creates a visual impairment to traffic.
3. In the event that the applicant conducts its business, endangers the general welfare, health, peace, morals or safety of the community, the Chief of Police will exercise his/her authority under Section 11.612 of the Texas Alcoholic Beverage Code to recommend the cancellation of any and all permits for the same premises for up to one year after the date of cancellation.
4. The sale of alcoholic beverages to a minor inside the premises or on any area controlled by the aforementioned business will be considered an act that endangers the general welfare, health, peace, morals and/or safety of the community.

Assistant Chief of Police

Edward Chavez

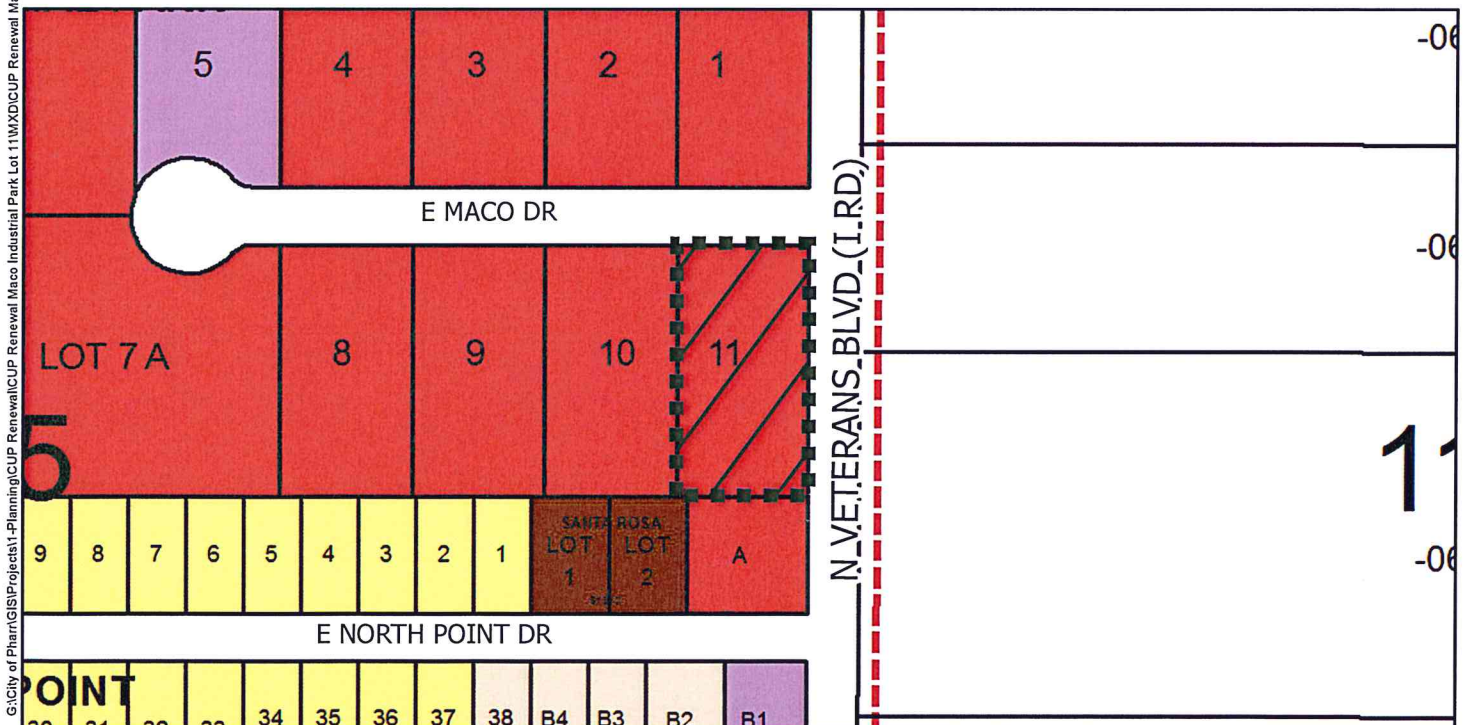
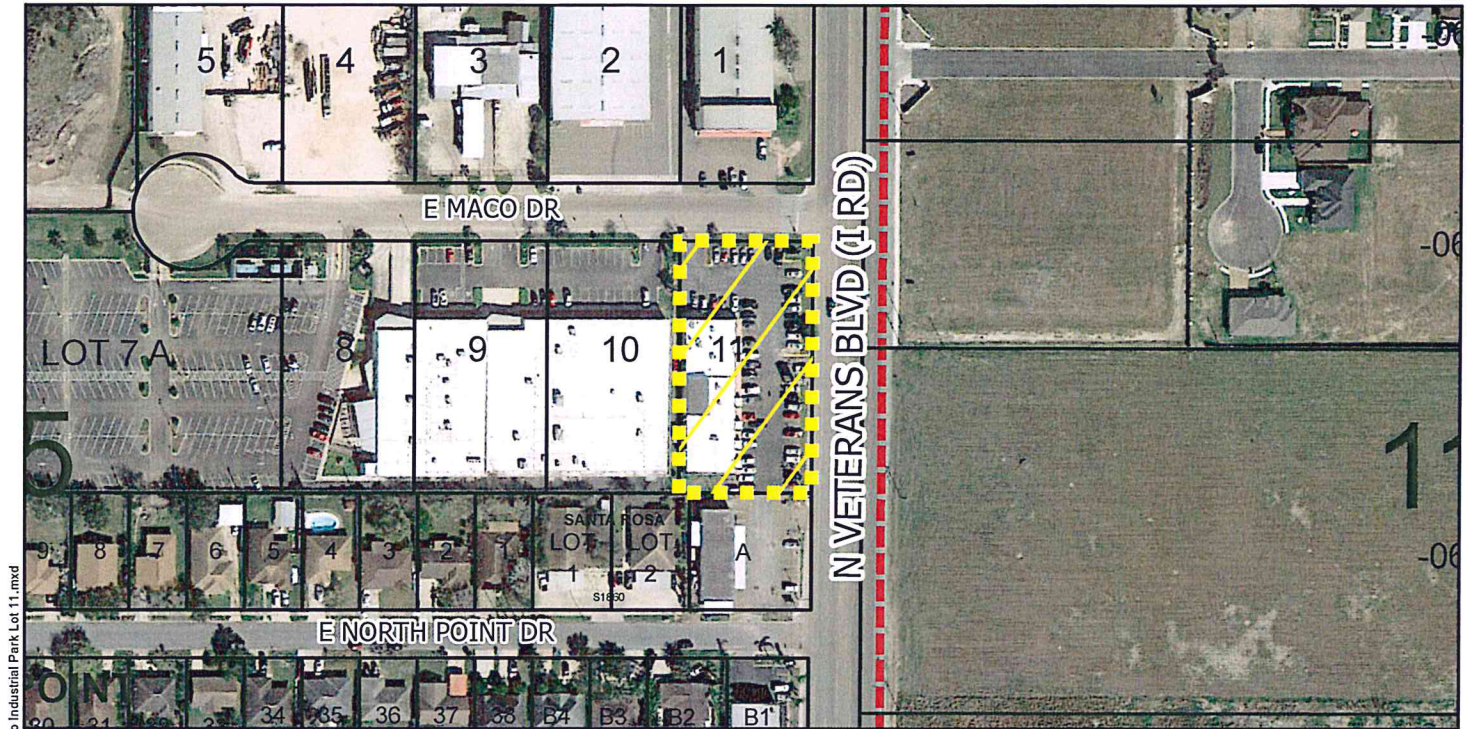
Office: 956-402-4709

Edward.chavez@pd.pharr-tx.gov

RECEIVED
PHARR DEVELOPMENT
SERVICES DEPT.

JAN 22 2018

BY: _____



Agricultural Open Space	High Density Multi-Family	Government Owned	Heavy Industrial	Hidalgo ISD
Single Family	Mobile Home	General Business	Limited Industrial	Valley View ISD
Single Family Small Lot	Townhouse	Business District	Neighborhood Commercial	Planned Unit Development
Two Family	HUD Code	Drainage Easement	Office Professional	
Medium Density Multi-Family	Rail Road R.O.W.	Heavy Commercial	PSJA ISD	





AGENDA MEMORANDUM

BOARD: City Commission

AGENDA ITEM #: 4.P.

DATE SUBMITTED: February 16, 2018

MEETING DATE: February 19, 2018

FROM: Hilda Pedraza, City Clerk

DEPARTMENT: Administration

DIRECTOR:

Agenda Item: PLATS:

Classification: Consent

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason:

Issue:

Financial Consideration:

Staff Recommendation:

Alternatives:

ROUTING:

Hilda Pedraza

Created/Initiated - 02/16/2018



AGENDA MEMORANDUM

BOARD: City Commission

AGENDA ITEM #: 4.P.1.

DATE SUBMITTED: February 14, 2018

MEETING DATE: February 19, 2018

FROM: Rita Galvan, Secretary

DEPARTMENT: Development Services

DIRECTOR: Melanie Cano

Agenda Item: Melden & Hunt, Inc., representing Robert F. Boggus, Common Manager, is requesting final plat approval of the proposed Boggus Subdivision. The property is legally described as being a re-subdivision of 3.790 acres out of Lot 92, Kelly-Pharr Subdivision, Pharr, Hidalgo County, Texas. The property is located within the 5200 Block of North IH 69C. **SUB#170613**

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason: N/A

Issue: Melden & Hunt, Inc., representing Robert F. Boggus, Common Manager, is requesting final plat approval of the proposed Boggus Subdivision. **SUB#170613**

Financial Consideration: N/A

Staff Recommendation: Development Services recommends final plat approval of the proposed Boggus Subdivision subject to the listed conditions.

The Planning and Zoning Commission voted unanimously to approve the final plat approval of the proposed Boggus Pharr Subdivision.

Alternatives: N/A

ROUTING:

Rita Galvan

Roland Gomez

Melanie Cano

City Management Office

Created/Initiated - 02/14/2018

Approved - 02/15/2018

Approved - 02/15/2018

Final Approval - 02/16/2018



MEMORANDUM

DATE: MONDAY, FEBRUARY 19, 2018
TO: MAYOR AND CITY COMMISSION
THROUGH: JUAN GUERRA, CITY MANAGER
FROM: DEVELOPMENT SERVICES

SUBJECT: BOGGUS SUBDIVISION FILE NO. SUB#170613
--

GENERAL INFORMATION:

APPLICANT: Melden & Hunt, Inc., representing Robert F. Boggus, Common Manager, is requesting final plat approval of the proposed Boggus Subdivision.

LEGAL DESCRIPTION: The property is legally described as being a re-subdivision of 3.790 acres out of Lot 92, Kelly-Pharr Subdivision, Pharr, Hidalgo County, Texas.

LOCATION: The property is located within the 5200 Block of North IH 69C.

ZONING: The property is currently zoned Limited Industrial District (L-I). The adjacent zones are Single-Family Residential District (R-1) to the west and Limited Industrial District (L-I) to the north, east and south. The property is designated for industrial use in the Land Use Plan.

PROPERTY PROPOSED USE: Car lot.

VARIANCES: None requested.

RECOMMENDATIONS: Development Services recommends final plat approval of the proposed Boggus Subdivision subject to the following conditions:

**STREETS, PAVING
AND R.O.W.:**

1. Need a U.I.R. for W. Minnesota crossing.
2. Label center line of W. Minnesota Rd.
3. Provide a 30'x30' corner clip; needs to begin from new right of way.
4. Improvements to W. Minnesota Rd. will require TxDot permit for street approach, provide copy of permit.
5. Pave 1/3 of street right of way.
6. Provide cost estimate, must include drainage curb & gutter and striping.
7. Relocate power poles outside of right of way.

EASEMENTS:

1. Total of 30' utility easement for water and sewer exclusive to the City of Pharr along the frontage.
2. Need 15' easement exclusive to the City of Pharr.

**SIDEWALK:
ADA:**

1. In compliance.

FIRE PROTECTION:

1. See attach comments.

WATER:

1. Water line must be 12" C900 DR18 on east side of property along frontage.
2. Need to show existing 12" waterline on northeast corner of property, with details.
3. 8" waterline to run west from frontage and connect to Jesse St. on the S.W. area of the property.
4. Will need fire hydrant on S.W. portion of the property on the 8" waterline estimate 300' west from frontage.
5. Will need two (2) true loop connections.
6. Tapping sleeves must be all stainless steel with valve and accessories.
7. Water service to property line only.
8. Water line installation to be shown as proposed.
9. Re-submission of water utility layout.
10. Follow City of Pharr Construction Standards Manual.

SEWER:

1. Need 15' utility easements exclusive to City of Pharr.
2. Sewer line needs to be 6" PVC SDR26.
3. Sewer service line to property line only.
4. Need to show sewer service details to all connections.
5. Sewer lines and services installation to be shown as proposed including M/H.
6. Follow City of Pharr Construction Standards Manual.

DRAINAGE:

1. Plat note #4, follow Detention Directive.
2. A drainage report approved by the H.C.D.D. No.1 must be provided for review and approval.
3. Plat note #4, volume on note does not match volume in drainage report.

OTHER:

1. Label all monuments on plat layout.
2. Label net or gross on Lot, metes and bounds and verify the square feet.
3. Provide instrument number for AEP easement.
4. Add line table to plat.
5. On location map add subdivision to the north side "Janco".
6. Add "W" for W. Minnesota Rd.
7. Overlapping text move to be legible.
8. Remove extra bearings in metes and bounds.
9. Be consistent with text height and type.
10. Verify the Kelly-Pharr Lot on description and metes & bounds.
11. Will be recording with a letter of credit.
12. Provide three hard copies of SW3P, proof that CNOI was filed with TCEQ, and large construction site notice. All document must have accurate information and be complete. Comments made by storm water inspectors shall be addressed before subdivision is approved.

**PLANNING AND
ZONING
COMMISSION:**

The Planning and Zoning Commission voted unanimously to approve the final plat approval of the proposed Boggus Pharr Subdivision.



Pharr Fire – Rescue
118 S Cage Blvd., 3rd Floor
Pharr, Texas 78577
Tel: (956) 402-4400 Fax: (956) 475-3433



Subdivision: Boggus Subdivision Review

Reviewed By: Jacob Salinas Fire Marshal *J. S.* Date: 8/02/17

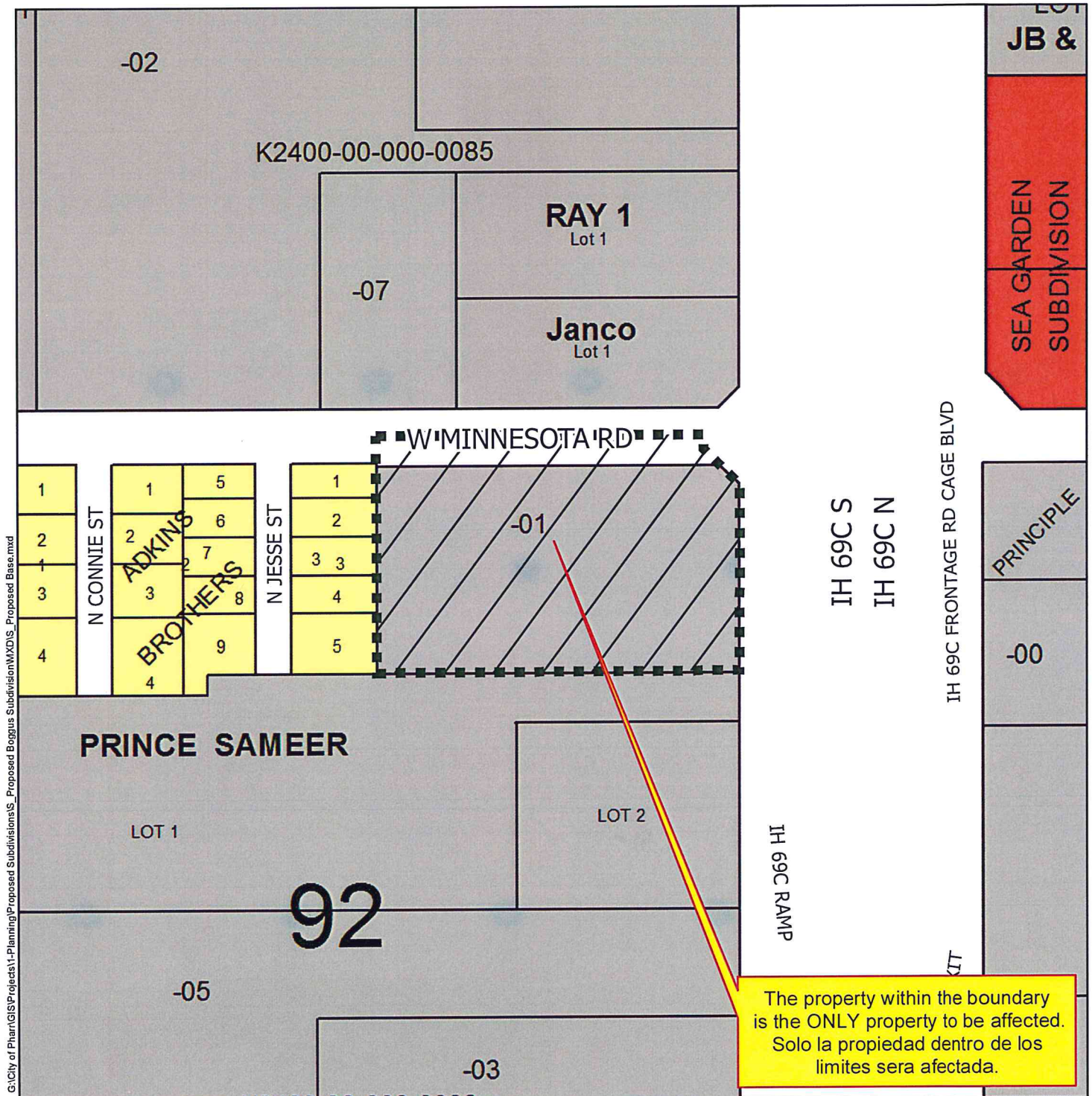
1. All designed waterlines shall be a minimum of eight (8) inch for residential and (8-12) inch in diameter for commercial and (12) inch of better for industrial areas unless fire flow requires larger lines for commercial areas.
2. All designed waterlines shall be looped on a fire department approved water main (Utilities shall be in place including fire hydrants before any construction above the slab)
3. Fire hydrants shall be installed at a maximum of 300 ft. intervals in any mercantile district and every 600 ft. in residential areas and shall be FACTORY YELLOW from the manufacture with a minimum arrangement being so as to have a hydrant available for distribution to hose to any portion of any building in the premises at distances not exceeding 400 ft., but in no case shall hose lengths be greater than 400 ft. The distance shall be measured on a roadway surface meeting the fire department access requirements of 503.1 International Fire Code 2012.
4. All premises where building or portions of buildings are located more than 300 ft. from a main street fire hydrant: system shall be provided with approved on site fire hydrant (s) and water mains capable of supplying adequate fire flow approved by the Fire Officials.
5. Street names shall be provided prior to or during the per-construction meeting for review and approval. No street name shall be duplicated within the City of Pharr and its E.T.J. Alignment of new streets with existing streets shall take precedence over new street name assignment.
6. During construction, when combustibles are brought on the site in such quantities as deemed hazardous by the Fire Official, access roads and a suitable temporary supply of water acceptable to the Fire Department shall be provided and maintained.
7. \$25.00 fee for each Blue Marker to be affixed on payment by city to indicate location of a fire hydrant. FIRE HYDRANT COLOR MUST BE FACTORY YELLOW FROM MANUFACTURE PRIOR TO INSTALLATION.
8. Contractor testing waterlines shall dispose highly chlorinated water. (Hazardous Waste)
9. Fire lanes must be painted RED: 15 feet on each side of hydrant (total 30 feet)* with lettering at least 3 inches tall. FIRE LANE – TOW AWAY ZONE.
10. Any new subdivision with GATED COMMUNITY SECURITY SYSTEMS must obtain the Fire Department approved Knox Box Switch –Rapid Entry System made by the Knox Company (Phone Number 800-552-5669 Fax 949-623-4647) or an approved fire department siren system before subdivision's final approval of 503.5 in International Fire Code 2012: Where security gates are installed, with a minimum of 20 ft. (6096 mm) clearance shall be maintained and a means for emergency operations shall be provided and maintained as approved by the fire official.
11. Designed fire lanes or roads deemed necessary for fire department access by the fire official shall be established and maintained in an operable condition. 503.1 International Fire Code 2012: All weather surfaces must be in place before any final inspection is approved. Facilities, buildings or portions of buildings hereafter constructed shall be accessible to the department apparatus by a way of an approved fire apparatus access road with an asphalt, or concrete driving surface capable of supporting the imposed load of fire apparatus weighting at least 75,000 pounds.
12. Access road width with a hydrant. Where a fire hydrant is located on a fire apparatus access road, the minimum road width shall be 26 feet, exclusive of shoulders.
13. All water valves (hydrant and main) shall be open prior to final inspection.
14. Public utilities personnel must be advised prior to opening and closing existing water valves.
15. Must meet City of Pharr Standards Manual Construction & Development Guide.

Additional Comments:

☒ City of Pharr Standards Manual- Fire Hydrant spacing is every 300ft in all commercial, industrial, educational facilities, and multi-family areas. At the southwest corner to the proposed pavement area for the business, one fire hydrant needs to be placed on an approved 8-inch waterline that would run east and connect into the required 12-inch waterline needed for N 281 Frontage, and would also run to the west side of the property, and connect into the existing waterline found at the south side of Jessie St.

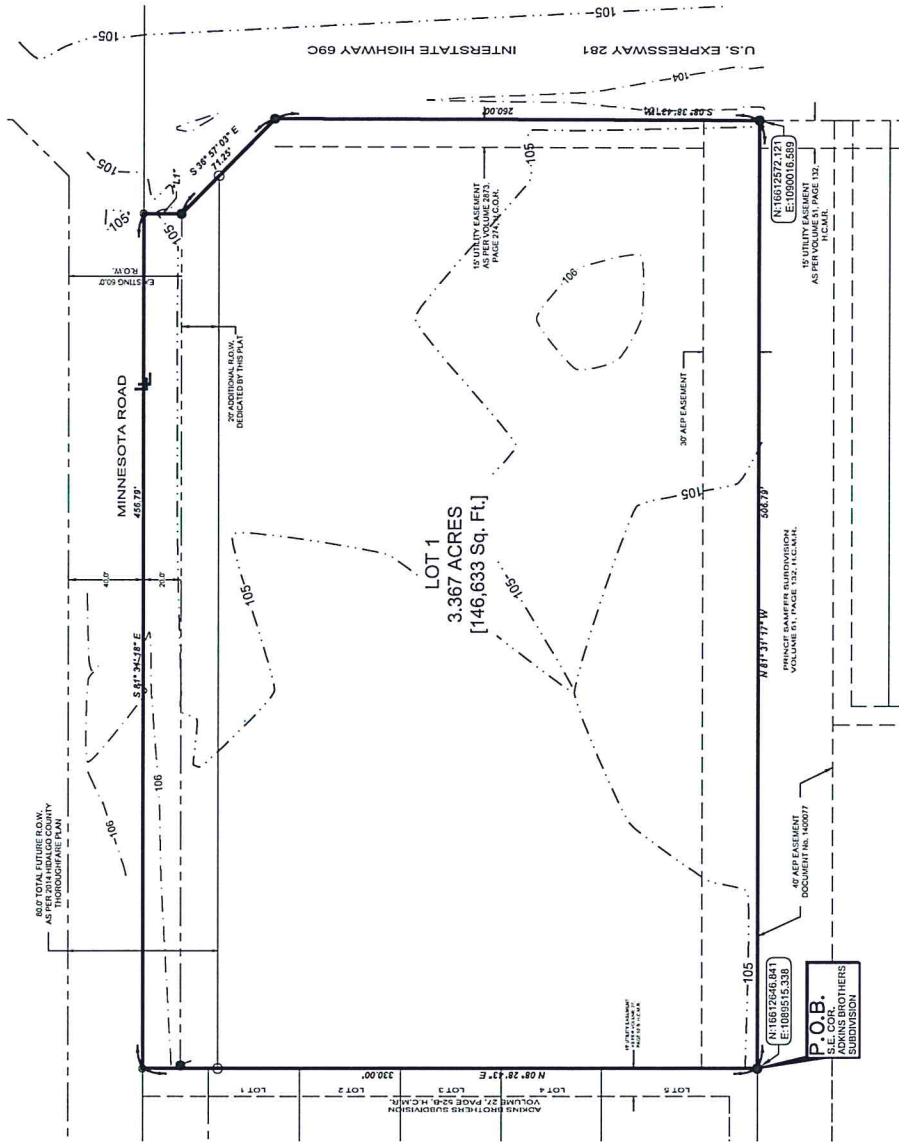
☒ All waterlines with fire hydrants shall be looped at two approved water sources. The existing 8-inch AC waterline running along N 281 Frontage, from property line to property line, waterline needs to be upgraded to a new 12-inch waterline.







[illegible]



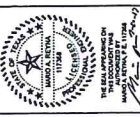
BOGGU SUBDIVISION

BEING A RESUBDIVISION OF 3.790 ACRES
 OUT OF LOT 166, KELLY-PHARR SUBDIVISION
 RECORDED IN VOLUME 3, PAGES 133-134, H. C. D. R.
 AN ADDITION TO THE CITY OF PHARR,
 HIDALGO COUNTY, TEXAS

17102.00

WELDEN & HUNT
ENGINEERS
113 W. Main Street
P.O. Box 100
Hill Country, TX 78601
PH: (817) 391-1100
FAX: (817) 391-1101
WWW.WELDENANDHUNT.COM

SCALE	AS NOTED
1" = 40' HORIZONTAL	
1" = 10' VERTICAL	
1" = 10' HORIZONTAL	
1" = 10' VERTICAL	

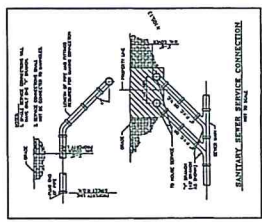
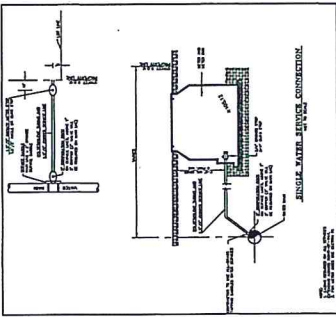
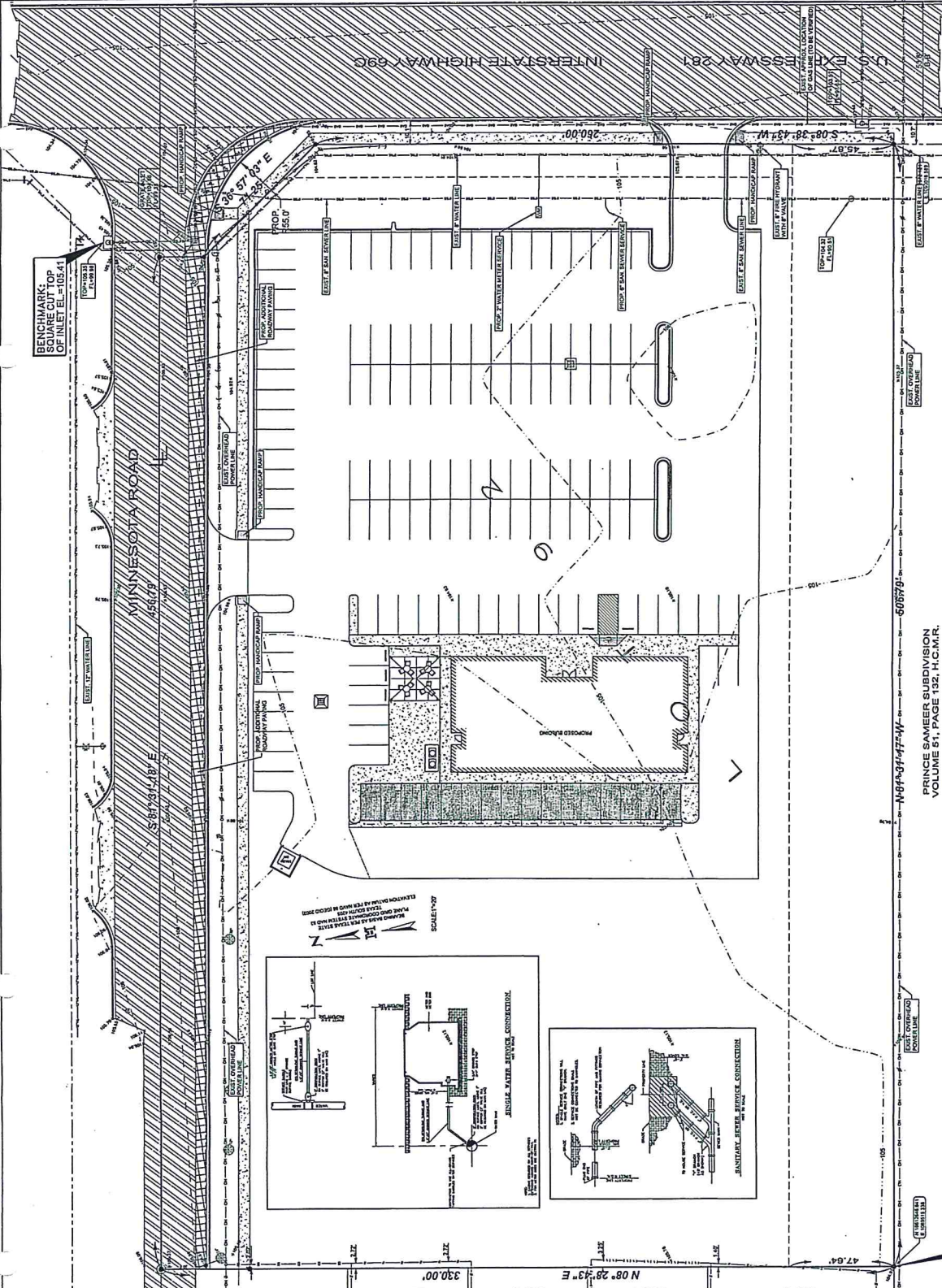


BOGGS SUBDIVISION
CITY OF PHARR,
HIDALGO COUNTY, TEXAS

UTILITY IMPROVEMENTS

PRINCE SAMEER SUBDIVISION
VOLUME 51, PAGE 132, H.C.M.R.

SHEET 1 OF 1



P.O.B.
S.E. COR.
ADAMS BROTHERS
SUBDIVISION



AGENDA MEMORANDUM

BOARD: City Commission

AGENDA ITEM #: 5.A.

DATE SUBMITTED: February 16, 2018

MEETING DATE: February 19, 2018

FROM: Elva Guajardo, Administrative Assistant

DEPARTMENT: Parks

DIRECTOR: Sergio Alanis

Agenda Item: Consideration and action, if any on Ordinance amending Rental Ordinance No. O-2018-01 (Rental of City Facilities) **Adoption of first reading**

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason:

Issue: The City currently does not have any rental facilities available to the community and wishes to offer the DRC Exhibit Hall and Conference Room for special events and meetings.

The Jose "Pepe" Salinas Memorial Civic Center is to be under construction beginning in March until the Spring of 2019, therefore will need to be removed from the existing Ordinance. Once construction has been completed at the civic center, the rental facility ordinance will be revised to include new rates.

Financial Consideration: N/A

Staff Recommendation: City Commission approve this item.

Alternatives: N/A

ROUTING:

Elva Guajardo
Sergio Alanis
City Management Office

Created/Initiated - 02/16/2018
Approved - 02/16/2018
New -

ORDINANCE NO. O-2018-____

AN ORDINANCE AMENDING ORDINANCES O-2018-01; O-2017-06; O-2016-25; O-2015-44; O-2015-38, O-2015-11, O-2014- 48, O-2013-41, O-2013-22, O-2012-41; O-2011-50, O-2011-23, O-2009-25, O-97-14, CITY CODE, CHAPTER 30, SECTION 30-26, 30-27, 30-38, 30-40, AND 30-41; ESTABLISHING PROCEDURES AND RATES FOR RENTAL OF CITY FACILITIES; AND ESTABLISHING AN EFFECTIVE DATE

BE IT ORDAINED BY THE BOARD OF CITY COMMISSIONERS OF THE CITY OF PHARR, TEXAS, THAT:

SECTION 1: SECTION 30-37 OF THE CITY CODE IS AMENDED TO READ AS FOLLOWS:

“Sec. 30-37. Rental reservations, advanced reservations, limitations of serial reservations”

To reserve a City facility, renter/lessee must execute a lease agreement and pay the rental and rental deposit as set out in Section 30-41. To maintain the reservation, all rental fees must be paid within the time limitations set out in Section 30-41. Advanced reservations may be made as set out in Section 30-41. If the lessee desires to make a series of reservations, the director shall be authorized to limit the number of serial reservations by a single lessee in order to ensure varied public availability of facilities. (Ord. No. O-94-12, & IV (J), 4-5-94; Ord. No. O-97-14, & 2, 3- 97). Rental fees and charges may be determined by an Interlocal agreement for political subdivisions.

SECTION 2: SECTION 30-40 OF THE CITY CODE IS AMENDED TO READ AS FOLLOWS:

“Sec. 30-40. Rental fee classes”

For the purpose of the rental fee schedule set out in section 30-41, except for the Pharr Events Center, the following rental fee classes are established:

- (1) **Class I** (Commercial / Profit-making) shall apply to any and all activities such as exhibitions, sporting events, shows, dances, and all other activities sponsored by private entities for the purpose of profit-making; such as through charging of admission fees at the door or in advance. Examples are boxing matches, commercial exhibitions, indoor flea markets, concerts, etc.
- (2) **Class II** (Non-Commercial / Non-Profit-making) shall apply to any and all activities sponsored by public or private non-profit entities for the expressed purpose of raising funds either through the charging of admission fees or the solicitation of donations. Examples are dances sponsored by non-profit corporations and church events

- (3) **Class III** (Non-commercial / Private) shall apply to any and all activities sponsored by private entities to which admission might be restricted; but to which an admission fee will not be charged and profit-making is not intended. These activities may include weddings, quinceañeras, receptions, birthday parties and company banquets, etc.

SECTION 3: SECTION 30-41 OF THE CITY CODE IS AMENDED TO READ AS FOLLOWS:

“Sec. 30-41. Rental fee schedule”

The following rental fees shall be charged for the use of city-owned public facilities, by rental fee classes as defined in this article.

- a. Payment of rental.** The full amount of the rental fee must be paid at least 30 days prior to reserved date. Any amount paid by lessee less than 30 days prior to reserved date will be cancelled and any amount previously paid will not be returned.
- b. Rental and damage deposit.** \$200.00 to be paid at the time reservation is made. This deposit will be deducted from the total amount due.
- c. Security personnel.** All activities involving dancing, and the selling, serving and/or consumption of alcoholic beverages will require a minimum of three certified City of Pharr Police Officers to be contracted by the renter. The City of Pharr Police Department will designate the number of certified police officers required for functions. If more than 3 officers are required, they may be either certified police officers and/or security personnel from a licensed and bonded security company.
- d. Advanced reservations.** Class I reservations will be accepted for up to two years to the month in advance of the reserved date. Class II and III reservations will not be accepted more than one year to the month in advance of reserved date.

Rental Period	Time	Deposit	Rental Rate Class II	Rental Rate Class III
Sunday-Friday	1:00 p.m.-12 MID	\$200.00	\$0	\$500.00
Saturday	1:00 p.m.-1:00 a.m.	\$200.00	\$0	\$500.00

- a. **Payment of rental.** The full amount of the rental fee must be paid at least 30 days prior to reserved date. Any amount paid by lessee less than 30 days prior to reserved date will be cancelled and any amount previously paid will not be returned.
- b. **Rental and damage deposit.** \$200.00 to be paid at the time reservation is made. This deposit will be deducted from the total amount due.
- c. **Security personnel.** All activities involving dancing, and the selling, serving and/or consumption of alcoholic beverages will require a minimum of two certified City of Pharr Police Officers to be contracted by the renter. The City of Pharr Police Department will designate the number of certified police officers required for functions.
- d. **Advanced reservations.** Reservations will not be accepted more than one year to the month in advance of reserved date.
- e. **Class II** reservations will be at no cost; lessee will not be allowed to bring outside food. All food and drinks will have to be coordinated with Golf Course Manager one month prior to event.

(1) VICTOR GARCIA MUNICIPAL PARK:

Rental Period	Time	Deposit (not refunded)	Rental Rate
MUNICIPAL PARK 205 W. Polk Monday-Sunday	1 p.m.-10 p.m.	\$25.00	\$100.00

- a. **Payment of rental.** The full amount of the rental fee must be paid at least 30 days prior to reserved date. Any amount paid by lessee less than 30 days prior to reserved date will be cancelled and any amount previously paid will not be returned.
- b. **Advanced reservations.** Reservations will not be accepted more than 90 days in advance of reserved date.
- c. **Restricted usage.** No Class I or Class II activities will be allowed. No activity which involve dancing and/or the live playing of electronically amplified music will be permitted. The playing of prerecorded is allowed provided the volume is not such as to disturb nearby residents.

(2) PHARR SPORTS COMPLEX:

Rental Period	Time	Deposit (not refunded)	Rental Rate
Monday-Friday	6 p.m.-10 p.m.	\$50.00	\$375.00
Saturday	8 a.m.-10 p.m.	\$50.00	\$375.00
Sunday	8 a.m.-10 p.m.	\$50.00	\$375.00

- a. **Payment of rental.** The full amount of the rental fee must be paid at least 30 days prior to reserved date. Any amount paid by lessee less than 30 days prior to reserved date will be cancelled and any amount previously paid will not be returned.
- b. **Advanced reservations.** Reservations will not be accepted more than 90 days in advance of reserved date.
- c. **Restricted usage.** Parks will be used for practice and tournaments only. **No alcoholic beverages will be allowed on premises.**

(3) WITTEN PARK:

Rental Period	Time	Deposit (not refunded)	Rental Rate
Saturday	8 a.m. to 10 p.m.	\$50.00	\$250.00
Sunday	8 a.m. to 10 p.m.	\$50.00	\$250.00

- a. **Payment of rental.** The full amount of the rental fee must be paid at least 30 days prior to reserved date. Any amount paid by lessee less than 30 days prior to reserved date will be cancelled and any amount previously paid will not be returned.
- b. **Advanced reservations.** Reservations will not be accepted more than 90 days in advance of reserved date.
- c. **Restricted usage.** Parks will be used for practice and tournaments only. **No alcoholic beverages will be allowed on premises.**

(5) ~~CIVIC CENTER (LARGE HALL):~~
~~REMOVE~~

Rental Period	Rental Period	Time	Deposit	Rental Rate Class I	Rental Rate Class II	Rental Rate Class III
Sunday-Thursday	Morning	8:00 a.m. — 1:00 p.m.	\$200.00	\$400.00	\$360.00	\$300.00
	Day	8:00 a.m. — 7:00 p.m.	\$200.00	\$900.00	\$800.00	\$700.00
	Evening	1:00 p.m. — 12 MID.	\$200.00	\$900.00	\$800.00	\$700.00
Friday	Morning	8:00 a.m. — 1:00 p.m.	\$200.00	\$450.00	\$400.00	\$360.00
	Day	8:00 a.m. — 7:00 p.m.	\$200.00	\$1000.00	\$900.00	\$800.00
	Evening	1:00 p.m. — 12 MID.	\$200.00	\$1000.00	\$900.00	\$800.00
Saturday	Morning	8:00 a.m. — 1:00 p.m.	\$200.00	\$500.00	\$450.00	\$400.00
	Day	8:00 a.m. — 7:00 p.m.	\$200.00	\$1,100.00	\$1,000.00	\$900.00
	Evening	1:00 p.m. — 1:00 a.m.	\$200.00	\$1,100.00	\$1,000.00	\$900.00

- a. **Payment of rental.** The full amount of the rental fee must be paid at least 30 days prior to reserved date. Any amount paid by lessee less than 30 days prior to reserved

date will be cancelled and any amount previously paid will not be returned.

b. Rental and damage deposit. \$200.00 to be paid at the time reservation is made. This deposit will be deducted from the total amount due.

c. Security personnel. All activities involving dancing, the selling, serving and/or consumption of alcoholic beverages will require a minimum of two City of Pharr Police Officers to be contracted by the lessee. Lessor will designate the number of City of Pharr Police Officers required for functions.

(6) CIVIC CENTER (SMALL HALL):

Rental Period	Time	Deposit (not refunded)	Class I	Class II	Class III
Sunday-Friday	6 p.m.-12 MID.	\$50.	\$60. Per hr.	\$40. Per hr.	\$50. Per hr.
Saturday	8 a.m.-1:00 a.m.	\$50.	\$70. Per hr.	\$50. Per hr.	\$60. Per hr.

a. Payment of rental. The full amount of the rental fee must be paid at least 30 days prior to reserved date. Any amount paid by lessee less than 30 days prior to reserved date will be cancelled and any amount previously paid will not be returned.

b. Advanced reservations. Reservations will not be accepted more than 90 days in advance of reserved date.

c. Restricted usage. No activity which entails dancing and/or the live playing of electronically amplified music will be permitted. Prerecorded music will be allowed provided there are no activities being conducted at the Large Hall and provided the volume is not sure as to disturb nearby residents. **No alcoholic beverages will be allowed on premises.**

(7) CIVIC CENTER (CONFERENCE ROOM)

Rental Period	Time	Deposit (not refunded)	Class I	Class II	Class III
Monday-Sunday	1 p.m.-12 MID.	\$20.00	\$25.00 Per hr.	\$15.00 Per hr.	\$20.00 Per hr.

Available for rental to small groups (Capacity - 48). A non-refundable deposit of \$20.00 is required to reserve the Conference Room. Reservations will not be accepted more than 90 days before reserved date. Rules regarding Small Hall usage are also applicable to the Conference Room.

(8) JONES BOX PARK

Rental Period	Time	Deposit (not refunded)	Rental Rate
Saturday	8 a.m. to 10 p.m.	\$50.00	\$250.00
Sunday	8 a.m. to 10 p.m.	\$50.00	\$250.00

- a. **Payment of rental.** The full amount of the rental fee must be paid at least 30 days prior to reserved date. Any amount paid by lessee less than 30 days prior to reserved date will be cancelled and any amount previously paid will not be returned.
- b. **Advanced reservations.** Reservations will not be accepted more than 90 days in advance of reserved date.
- b. **Restricted usage.** Parks will be used for practice and tournaments only. No smoking or alcoholic beverages will be allowed on premises.

(9) BATTING CAGES:

Rental Period	Cage Rental	Team Monthly	Team Training Pack
Monday-Friday 5 p.m.-10 p.m.	\$25.00 Individual without machine (1hr) \$30.00 Individual with machine (1hr)	\$200.00 2 Cages with one machine (4 visits per Month)	\$55.00 2 Cages with one machine

- a. **Payment of rental.** The full amount of the rental fee must be paid no later than 4:00 p.m. of the date of the request via cash or credit card.
- b. **Advanced reservations.** Reservations will not be accepted no later than 4:00 p.m.
- c. **Restricted usage.** Batting Cages will be used for practice only. **No smoking or alcoholic beverages will be allowed on premises.**

(10) DRC PROPOSED**DRC EXHIBIT HALL**

Rental Period	Time	Deposit (not refunded)	Rental Rate
Friday	6 p.m.-12 MID.	\$100.	\$80. Per Hour
Saturday & Sunday	1 p.m.-1 a.m.	\$100.	\$80. Per Hour

DRC MEETING ROOM

Rental Period	Time	Deposit (not refunded)	Rental Rate
Friday	6 p.m.-12 MID.	\$100.	\$50. Per Hour
Saturday & Sunday	1 p.m.-1 a.m.	\$100.	\$50. Per Hour

- a. **Payment of rental.** The full amount of the rental fee must be paid at least 30 days prior to reserved date. Any amount paid by lessee less than 30 days prior to reserved date will be cancelled and any amount previously paid will not be returned. The minimum rental shall be no less than three hours.
- b. **Advanced reservations.** Reservations will not be accepted more than 90 days in advance of reserved date.
- c. **Restricted usage.** During hours of operation at the Research Center section of the building. No activity which entails dancing and/or the live playing of electronically amplified music will be permitted. **No alcoholic beverages will be allowed on premises.**
- d. **Security personnel.** All activities involving dancing, the selling, serving and/or consumption of alcoholic beverages will require a minimum of two City of Pharr Police Officers to be contracted by the lessee. Lessor will designate the number of City of Pharr Police Officers required for functions.

SECTION 4: DECLARING AN EMERGENCY CLAUSE

The importance of the subject matter hereof creates an emergency and an imperative public necessity requiring the suspension of the rule that the Ordinance be read on three separate days, and such rule is hereby suspended and said requirement is dispensed with by a vote of not less than a majority of all the members of the Board of Commissioners.

APPROVED AND ADOPTED BY THE BOARD OF COMMISSIONERS OF THE CITY OF PHARR, TEXAS, on this the 19th day of February, 2018.

CITY OF PHARR

AMBROSIO HERNANDEZ, MAYOR

ATTEST:

HILDA PEDRAZA, CITY CLERK

.



AGENDA MEMORANDUM

BOARD: City Commission

AGENDA ITEM #: 6.A.

DATE SUBMITTED: February 15, 2018

MEETING DATE: February 19, 2018

FROM: Raul Garza, GMCD Director

DEPARTMENT: GMCD

DIRECTOR:

Agenda Item: Consideration and action, if any, on establishing The HUD Section 108 Loan Guarantee Program Deposit Account and The HUD Section 108 Loan Guarantee Loan Custodial Account both with Lone Star National Bank.

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason: non-applicable

Issue: City does not have a Deposit and Custodial Account for the Section 108 loan.

Financial Consideration: Section 108 Loan requirement to comply with loan provisions.

Staff Recommendation: Staff Recommends approval of a Deposit and Custodial account for the Section 108 loan, as per HUD's program loan requirements.

Alternatives: No alternatives to agenda item.

ROUTING:

Raul Garza

Created/Initiated - 02/15/2018

Raul Garza

Approved - 02/15/2018

Patricia Rigney

Approved - 02/16/2018

Karla Moya

Approved - 02/16/2018

City Management Office

New -

Note No. _____

Attachment 1

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
LETTER AGREEMENT FOR
SECTION 108 LOAN GUARANTEE PROGRAM
DEPOSIT ACCOUNT

Name of Institution (and Branch)

Street

City, State, Zip Code

☐ This account is established for funds received by the Borrower under Note(s) guaranteed by the United States Department of Housing and Urban Development (HUD) under the Section 108 Loan Guarantee Program **(Guaranteed Loan Funds Account)**.

☒ This account is established for repayment of the Note(s) guaranteed by HUD under the Section 108 Loan Guarantee Program **(Loan Repayment Account)**.

☐ This account is established as a debt service reserve under the Section 108 Loan Guarantee Program **(Debt Service Reserve Account)**.

You are hereby authorized and requested to establish a deposit account to be specifically designated:

"CITY OF PHARR, as Trustee of United States Department of Housing and Urban Development." All deposits made into such account shall be subject to withdrawal therefrom by the Borrower named below, unless and until HUD provides you with a notice that it is assuming control over the account. Thereafter withdrawals may not be made by the Borrower. Within a reasonable period of time, not to exceed two business days, after your receipt of such notice from HUD, you shall so prevent such Borrower withdrawals and, if requested by HUD in writing, shall thereafter forward monthly to HUD, to an account it specifies in its notice, the collected and available balance in such account.

You are further authorized, after receipt of the notice from HUD, to refuse to honor any instrument drawn upon or withdrawals from such account by parties other than HUD. In no instance shall the funds in the deposit account be used to offset funds which may have been advanced to, or on behalf of, the Borrower by you. You are permitted,

however, to debit from the account your customary fees and charges for maintaining the account and the amount of any deposits that are made to the account and returned unpaid for any reason.

Such account shall also be subject to your standard agreement and documents relating to the opening and maintenance of bank accounts with you. In the event of any conflict between this Letter Agreement and such agreements and documents, this Letter Agreement shall control.

This letter is submitted to you in duplicate. Please execute the duplicate copy of the certificate below, acknowledging the existence of such account, so that we may present the copy signed by you to HUD.

Name of Borrower: CITY OF PHARR

By: _____ Date: _____
[Signature]

Name and Title: _____

The undersigned institution certifies to the United States Department of Housing and Urban Development (HUD) that the account identified is in existence in this institution under account number: _____, and agrees with the Borrower named above and HUD to promptly comply with HUD's notice in the manner provided in the above letter, but in no event to exceed two business days. The undersigned institution further agrees, after receipt of the HUD notice as set forth above, to refuse to honor any instruments drawn upon or withdrawals from such account by parties other than HUD. In no instance shall the funds in the deposit account be used to offset funds which may have been advanced to, or on behalf of, the Borrower by the institution, except as set forth above. Deposits in this institution are insured by the Federal Deposit Insurance Corporation, the Federal Savings and Loan Insurance Corporation, or the National Credit Union Administration up to statutory limits.

Name of Institution: LONE STAR NATIONAL BANK

By: _____ Date: _____
(Signature)

Name and Title: _____

SECTION 108 GUARANTEED LOAN CUSTODIAL AGREEMENT

THIS AGREEMENT dated as of this ____ day of February, 2018, by and between the CITY OF PHARR, a Texas municipal corporation organized and existing under the laws of the State Texas, and having an office for the conduct of business at 118 S. Cage Blvd., Pharr, Texas 78577 (“Borrower”), and LONE STAR NATIONAL BANK, a national organized and existing under the laws of the United States of America, and having an office for the conduct of business at _____ (“Custodian”),

WITNESSETH:

WHEREAS, the Borrower will enter into a Contract for Loan Guarantee Assistance Under Section 108 of the Housing and Community Development Act of 1974, as amended, 42 U.S.C. §5308 (“Section 108 Contract”) with the Secretary of Housing and Urban Development (“HUD”) under the authority of section 108 of title I of the Housing and Community Development Act of 1974, as amended (the “Act”); and

WHEREAS, the Custodian is a financial institution regulated by the United States of America; and

WHEREAS, the parties to this agreement desire to set forth the terms and conditions for the deposit and custodianship of the documents evidencing and relating to the loan to be originated under section 108 of the Act, and 24 CFR part 570, subpart M; and

WHEREAS, HUD will guarantee one or more promissory notes issued by the Borrower and numbered _____ that together do not exceed the principal amount of \$5,600,000.00 (the “Section 108 Guaranteed Note”).

NOW THEREFORE, in consideration of the mutual undertakings expressed in this agreement, the parties agree as follows:

1. The Borrower shall from time to time deliver for deposit with the Custodian certain Security Documents as required under the Section 108 Contract (collectively the “Security Documents”). For each such delivery, the Borrower shall furnish the Custodian with a listing of the Security Documents to be deposited, which listing shall be in the form set forth in the attached Security Document List & Custodial Receipt (the “Receipt” or “Receipt(s)”). In receiving Security Documents, and in maintaining any listing or providing any report or communication with respect to the Security Documents, the Custodian shall be required only to review the face of each document received to determine whether it appears regular on its face, appears to relate to the Section 108 Guaranteed Note, and appears to be a Security Document identified in the Receipt. The Custodian shall complete the Receipt(s) by inserting the date received next to each delivered Security Document. Once signed by the Custodian, the Receipt(s) shall document the Custodian’s receipt(s) of the Security Documents required by the Section 108 Contract to be deposited with the Custodian. The Custodian shall maintain each original Receipt together with the Security Documents it identifies, in accordance with the storage requirements in paragraph 3.

2. Borrower's delivery of the Security Documents will be acknowledged by the Custodian through execution and electronic delivery of a copy of the Receipt(s) to HUD at 108Reports@hud.gov. The Custodian shall also provide copies of Receipt(s) to the Borrower. By its delivery of the Security Documents and Receipt(s) to the Custodian, the Borrower certifies to the Custodian that each Security Document listed in that Receipt is in form and substance acceptable to HUD, as required by the Section 108 Contract. Except for Custodian's obligations under this paragraph and paragraph 1 and 2 of this Agreement, the Custodian shall not otherwise be under any duty to review, inspect, examine or certify the Security Documents; and without limiting the foregoing, the Custodian shall be entitled to assume the genuineness of each such document and the genuineness and due authority of any signatures appearing thereon, and shall be entitled to assume that each such document is what it purports to be. The Custodian shall have no liability for or obligation with respect to, and shall not be construed or obliged to make any representation or warranty as to: (i) the validity, sufficiency, marketability, genuineness, value, contents or enforceability of any Security Document; (ii) the validity, adequacy or perfection of any lien upon or security interest purported to be evidenced or created thereby; or (iii) to determine that the contents of any Security Document are appropriate for the represented purpose or that any Security Document has actually been recorded or filed, as maybe applicable, or that any Security Document is other than what it purports on its face to be.

3. The Custodian shall segregate and maintain continuous custody and control of all Security Documents on behalf of HUD until the Section 108 Guaranteed Note is paid in full. The Custodian shall hold the Security Documents in secure and fireproof facilities in accordance with customary standards for such storage. The Custodian shall only rely on information pertaining to the payment of the Section 108 Guaranteed Note that is received from or confirmed by the Director of the Financial Management Division of HUD in Washington, DC ("FMD Director"), or another HUD official as may be authorized by HUD in writing ("Other HUD Designee").

4. At any reasonable time, the Custodian shall make all Security Documents available for examination and audit by representative of the Borrower or HUD.

5. (A) Upon notification to the Custodian by the FMD Director or Other HUD Designee that a default has occurred under the Section 108 Contract, the Custodian shall comply with any request HUD shall make for the delivery to HUD of all Security Documents, and within 48 hours of any such request by HUD, shall send the Security Documents via courier service to the address identified in paragraph 6 and contemporaneously provide HUD with the tracking information for the package containing the Security Documents.

(B) If, following HUD's notification to Custodian of Borrower's default under the Section 108 Contract, HUD elects to assume or transfer the duties and obligations of the Borrower and elects to continue the custodial relationship, the Custodian agrees to continue its obligations herein for HUD for a reasonable period, not to exceed 90 days, on the same terms and conditions as set forth in this agreement until it receives instructions for disposition of the Security Documents from the FMD Director or Other HUD Designee, provided, however, that in no event shall HUD be obligated to pay compensation or a fee for the holding or release of any Security

Documents during such reasonable period. If, however, HUD elects to terminate this agreement, Custodian shall comply with the provisions of this election by HUD.

6. Except for termination or cancellation of this Agreement pursuant to paragraph 5, if during the term of the Section 108 Guaranteed Note the Custodian's duties under this Agreement are discharged or this Agreement is terminated or cancelled, Custodian may release Security Documents to Borrower or to a successor custodian designated in writing by HUD upon presentation by the Borrower of written approval of the FMD Director or Other HUD Designee for the release of Security Documents to the Borrower. Provided, however, if no written approval is presented, the Custodian shall return to all Security Documents to HUD within 5 business days at the following address:

Attention: Paul Webster, Director
Financial Management Division
U.S. Department of Housing and Urban Development
451 7th Street SW – Room 7180
Washington, DC 20410

7. Consideration for services to be performed by the Custodian under this agreement shall be: _____.

8. This Agreement confers rights and remedies upon HUD, and HUD shall be an intended third-party beneficiary of this Agreement. The parties may not amend or terminate this Agreement without the prior written consent of HUD provided, however, that the Custodian may at any time resign under this Agreement by giving not less than sixty (60) days advance written notice thereof to the Borrower and HUD. Prior to the effective date of the resignation, the Borrower shall give written instruction to the Custodian designating a successor Custodian, if applicable.

9. The Custodian shall be entitled to rely on any written instructions or certifications delivered to the Custodian by the Borrower or HUD pursuant to this Agreement, in each case without any independent verification or investigation of the matters set forth therein.

10. Custodian shall not be liable to anyone for anything which it may do or refrain from doing in connection with this agreement, unless such action constitutes negligence in accordance with customary standards for document storage, gross negligence, willful misconduct, or bad faith on its part.

11. To the extent permitted by applicable law, the Borrower shall indemnify the Custodian and any director, officer, agent or employee of the Custodian from all liability, obligations, losses, claims, damages, actions, suits, proceedings, costs and expenses, including reasonable attorneys' fees, arising out of, connected with, or resulting, directly or indirectly, from the execution, delivery and performance of this Agreement.

12. The Custodian shall be without liability to the Borrower for any damage or loss resulting from or caused by events or circumstances beyond the Custodian's reasonable control including nationalization, expropriation, currency restrictions, the interruption, disruption or

suspension of the normal procedures and practices of any securities market, power, mechanical, communications or other technological failures or interruptions, computer viruses or the like, fires, floods, earthquakes or other natural disasters, civil and military disturbance, acts of war or terrorism, riots, revolution, acts of God, work stoppages, strikes, national disasters of any kind, or other similar events or acts; errors by any party in its instructions to the Custodian; or changes in applicable law, regulation or orders.

13. This Agreement may be executed in any number of counterparts and all counterparts taken together shall constitute one and the same instrument. The exchange of copies of this Agreement and of signature pages by facsimile transmission or pdf shall constitute effective execution and delivery of this Agreement as to the parties and may be used in lieu of the original Agreement for all purposes. Signatures of the parties transmitted by facsimile or pdf shall be deemed to be their original signatures for all purposes.

14. The terms of this Agreement are hereby declared to be severable, such that if any term hereof is determined to be invalid or unenforceable, such determination shall not affect the remaining terms.

15. The covenants and agreements set forth herein shall be binding upon and inure to the benefit of each of the parties and their respective successors and permitted assigns. No party shall be permitted to assign their rights under this Agreement without the written consent of the parties and the FMD Director or Other HUD Designee, except that any corporation or association into which the Custodian may be merged or converted or with which it may be consolidated, or any corporation or association resulting from any merger, conversion or consolidation to which the Custodian shall be a party, or any corporation or association to which the Custodian transfers all or substantially all of its corporate trust business, shall be the successor of the Custodian hereunder, and shall succeed to all of the rights, powers and duties of the Custodian hereunder, without the execution or filing of any paper or any further act on the part of any of the parties hereto.

16. This Agreement constitutes the complete and exclusive agreement of the parties with regard to the matters addressed herein and supersedes and terminates as of the date hereof, all prior agreements, agreements or understandings, oral or written between the parties to this Agreement relating to such matters.

[Remainder of Page Intentionally Left Blank – Signature Page Follows]

THIS AGREEMENT is hereby executed on behalf of the parties as follows:

Borrower: CITY OF PHARR

By: _____
(Signature)

Name: _____

Title: _____

Date: _____

Custodian: LONE STAR NATIONAL BANK

By: _____
(Signature)

Name: _____

Title: _____

Date: _____

Note to Borrowers: the form below is a form of Security Document List & Custodial Receipt that must be completed by the Borrower and submitted to the Custodian for use as a receipt whenever Borrower is required by the Section 108 Contract to submit additional Security Documents (identified in the Section 108 Contract as “Security Documents”).

SECURITY DOCUMENT LIST & CUSTODIAL RECEIPT

The following documents were delivered in accordance with the agreement dated February, 2018, between the undersigned (“Custodian”), and CITY OF PHARR (“Borrower”), and which is known as the “Section 108 Guaranteed Loan Custodial Agreement”:

<u>Mark with “X” if received by Custodian</u>	<u>Name of Security Document</u>	<u>Date Received</u>

This is the first Security Document List & Custodial Receipt under the Section 108 Guaranteed Loan Custodial Agreement between Custodian and Borrower dated the ____ day of February, 2018.

[Remainder of Page Intentionally Left Blank – Signature Page Follows]

The undersigned hereby acknowledges receipt of the documents indicated with an 'X' in the table above, on the dates acknowledged in the table:

Custodian: LONE STAR NATIONAL BANK

By: _____
(Signature)

Name: _____

Title: _____

Date: _____



AGENDA MEMORANDUM

BOARD: City Commission

AGENDA ITEM #: 7.A.

DATE SUBMITTED: February 12, 2018

MEETING DATE: February 19, 2018

FROM: Sandra Zamora, Purchasing Director

DEPARTMENT: Purchasing

DIRECTOR: Sandra Zamora

Agenda Item: Consideration and action, if any, awarding multiple purchase contracts to various vendors for the Purchase of Thirty-one (31) 2018 Vehicles. Project #1718-60-583-P002-70.

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason:

Issue: Purchasing, in conjunction with various departments, requests authorization to award multiple Purchase Contracts to the lowest responsive and responsible bidders meeting the requirements of the specifications for Item No. 2A & 4-Base Bid. For all other item(s), it is our recommendation to award purchase contracts to the low bidders on a per line item basis. Recommend Rejection of Item No. 2E and 4-Alt. Bid. (Bid tabulation and budget allocations attached)

Staff recommends award of Purchase Contract(s) as follows: **Caldwell Country Chevrolet** from Caldwell, TX for **Item No. 1, 2A, 2B-Base Bid, and 2B-Alternate Bid - contract amount \$333,300.00**. **Boggus Motor Sales**, from McAllen, TX for **Item No. 2C, 2D, & 3 - contract amount \$289,075.97**. **Grapevine DCJ** from Grapevine, TX through the **Tarrant County/Buy Board Cooperative Contract** for **Item No. 4-Base Bid - contract amount of \$147,476.00**. **Grand Total \$769,851.97**. (awards may be subject to budget re-allocation of funds within each respective funding source, thereby not increasing the net fiscal budget) **Recommend Rejection of Item No. 2E and 4-Alt. Bid.**

Financial Consideration: Various Accounts 8803
Budget Amt. \$794,700.00

Total Cost \$769,851.97

Under Budget \$ 24,848.03

Staff Recommendation: Staff recommends approval as noted above.

Alternatives:

ROUTING:

Sandra Zamora	Created/Initiated - 02/12/2018
Sandra Zamora	Approved - 02/12/2018
Patricia Rigney	Approved - 02/13/2018
Karla Moya	Approved - 02/14/2018
City Management Office	Final Approval - 02/16/2018



**CITY OF PHARR
PURCHASING DEPARTMENT
MEMORANDUM**

DATE: February 12, 2018

TO: Juan G. Guerra, CPA, MBA, City Manager

FROM: Sandra Zamora, CPM, Purchasing Director

SUBJECT: Project #1718-60-583-P002-70 Purchase of Thirty-one (31) 2018 Vehicles
--

GOAL: Purchasing, in conjunction with various departments, requests your authorization to award multiple Purchase Contracts to the lowest responsive and responsible bidders meeting the requirements of the specifications and bid solicitation documents for Item No. 2A & Item No. 4-Base Bid. For all other item(s), it is our recommendation to award multiple Purchase Contracts to the low bidders on a per line item basis. Attached, for your review, is the Bid Tabulation. Page 2 reflects the current year's budget allocations expressed in table format.

BRIEF EXPLANATION: On January 18, 2018, the Purchasing Department solicited formal sealed bids for the purchase of Thirty-one (31) 2018 Vehicles for various city departments. Five (5) vendors responded to our solicitation providing their pricing structure, which reflects dealer and cooperative pricing.

Item No. 2A – Four (4) 2018 1/2T Regular Cab Pick-up (Short Bid, 2WD, Gas) 4-PU

On Item No. 2A the apparent low bidder Grapevine DCJ from Grapevine, TX did not meet the minimum GVWR of 6,400 lbs. vendor bid a unit with 6,025 lbs. In addition, vehicle bid indicates no rear seat. The Bed Length called out a minimum of 6'5" vehicle bid indicates 6'4".

Item No. 4-Base Bid – Four (4) 2018 1-T Crew Cab & Chassis (2wd, Diesel, DRW) 4-PU

On Item No. 4-Base Bid the apparent low bidder Boggus Motor Sales from McAllen, TX did not meet the Engine requirements which called out 6.7L Cummins Diesel I-6 Engine, 370 HP, 800 lbs Torque, vendor indicated a 6.7L V8 Powerstroke. Literature reflects 330 HP at 2,600 rpm; 750 lbs-ft @ 1,600 rpm). Drive Train Warranty was listed as 5 years 60,000 miles. (2nd low bidder adds 40,000 miles to the drive train warranty.)

HISTORY: Historically, the City seeks to replace vehicles that have reached and/or surpassed their life expectancy. This effort is coordinated with the end-user, the City's Service Center, and the Finance Department. Please note that all vehicles due for replacement have gone through the justification and budget approval process.

- OPTIONS:**
1. Award Purchase Contracts as outlined below.
 2. The City Commission may elect to direct staff to reject any or all bids received and to re-advertise this project.

RECOMMENDED VENDOR	ITEM NUMBER	TOTAL CONTRACT AMOUNT
Caldwell Country Chevrolet Caldwell, TX	1, 2A, 2B-Base, 2B-Alt	\$333,300.00
Boggus Motor Sales, McAllen, TX	2C, 2D, 3	\$289,075.97
Grapevine DCJ, Grapevine, TX (Tarrant County/BuyBoard-CO-OP)	4-Base Bid	\$147,476.00
Recommend Rejection	2E & 4-Alt. Bid	
GRAND TOTAL:		\$769,851.97

RECOMMENDATION: Staff recommends that the City Commission authorize the issuance of a Purchase Contract to Caldwell Country Chevrolet from Caldwell, TX for Item No. 1, 2A, 2B-Base Bid, and 2B-Alternate Bid for a contract amount of \$333,300.00. Boggus Motor Sales, from McAllen, TX for Item No. 2C, 2D, & 3 for a contract amount of \$289,075.97. Grapevine DCJ from Grapevine, TX through the Tarrant County/Buy Board Cooperative Contract for Item No. 4-Base Bid for the contract amount of \$147,476.00. The award of contracts may be subject to a budget re-allocation of funds within each respective funding source, thereby not increasing the net fiscal budget amounts.

FUND	DEPT	BUDGET	QTY	N- NEW R- RPL	ITEM#	PURCHASE DESCRIPTION	TOTAL COST	BUDGET OVER/ UNDER
VEHICLES								
Bridge Administration		\$ 24,000	1	N	2C E	ITEM NO. 2C - FOUR (4) 2018 ½ TON, CREWCAB PICK-UP (SHORT BED, 2WD, GAS) (3-P&R, 1-Dev.Serv.-Code Enf.; + 1-Bridge)	\$ 25,271.91	\$ (1,271.91)
General Code Enforcement		\$ 24,000	1	R	1	ITEM NO. 1 - ONE (1) 2018 MID-SIZE, 2WD, 4-DOOR SPORT UTILITY VEHICLE (1-Dev.Serv.-Code Enf.)	\$ 24,985.00	\$ (985.00)
General Code Enforcement		\$ 189,000	9	R	2B-ALT	ITEM NO. 2B - ALT. BID (V-6) ONE (1) 2018 ½ TON, EXTENDED CAB PICK-UP (SHORT BED, 2WD, GAS) (1-Eng, 10-Dev.Serv.-Code Enf.)	\$ 188,415.00	\$ 585.00
General Code Enforcement		\$ 24,000	1	R	2B-ALT G	ITEM NO. 2B - ALT. BID (V-6) ONE (1) 2018 ½ TON, EXTENDED CAB PICK-UP (SHORT BED, 2WD, GAS) (1-Eng, 10-Dev.Serv.-Code Enf.)	\$ 20,935.00	\$ 3,065.00
General Engineering		\$ 24,000	1	R	2B-BASE	ITEM NO. 2B - BASE BID (V-8) TEN (10) ONE (1) 2018 ½ TON, EXTENDED CAB PICK-UP (SHORT BED, 2WD, GAS) (1-Eng-9-Dev.Serv.-Code Enf.)	\$ 21,985.00	\$ 2,015.00
General Fire		\$ 35,000	1	R	2D	ITEM NO. 2D - ONE (1) 2018 ½ TON, CREWCAB PICK-UP (SHORT BED, 4WD, GAS) (1-FD)	\$ 29,149.91	\$ 5,850.09
General Parks		\$ 75,000	3	N	2C	ITEM NO. 2C - FOUR (4) 2018 ½ TON, CREWCAB PICK-UP (SHORT BED, 2WD, GAS) (3-P&R, 1-Dev.Serv.-Code Enf.; + 1-Bridge)	\$ 75,815.73	\$ (815.73)
PU	Water/Sewer		6	R	3	ITEM NO. 3 - SIX (6) 2018 ¾ TON CREW CAB PICK-UP (LONG BED, 2WD, GAS) (6-PU)	\$ 158,838.42	
PU	Water/Se	\$ 399,700	4	N-1	4	ITEM NO. 4 - BASE BID: FOUR (4) 2018 1-TON CREW CAB & CHASSIS (2WD, DIESEL, DRW) (4-PU)	\$ 147,476.00	
PU	Water/Sewer		4	R	2A	ITEM NO. 2A - FOUR (4) 2018 ½ TON, REGULAR CAB PICK-UP (SHORT BED, 2WD, GAS) (4-PU)	\$ 76,980.00	
Public Utilities totals:							\$ 383,294.42	\$ 16,405.58
		\$ 794,700	31			GRAND TOTALS	\$ 769,851.97	\$ 24,848.03



BID OPENING: FEBRUARY 1, 2018 AT 3:00 P.M.
LOCATION: COMMISSION ROOM

PROJECT NO: 1718-60-583-P002-70 PURCHASE OF THIRTY-ONE (31) 2018 VEHICLES								TARRANT COUNTY/BUYBOARD		TARRANT COUNTY/BUYBOARD			
BIDDERS:				★ CALDWELL COUNTRY CHEVROLET CALDWELL, TX		★ BOGGUS MOTOR SALES MCALLEN, TX		★ GRAPEVINE DCJ GRAPEVINE, TX		RANDALL REEDS PRESTIGE FORD GARLAND, TX		SILSBEE FLEET GROUP SILSBEE, TX	
NO.	DESCRIPTION	UOM	QTY	UN. PRICE	TOTAL	UN. PRICE	TOTAL	UN. PRICE	TOTAL	UN. PRICE	TOTAL	UN. PRICE	TOTAL
	MAKE & MODEL			2018 TRAVERSE		2018 FORD EXPLORER		2018 DODGE DURANGO SXT		2018 FORD EXPLORER			
1	ITEM NO. 1 - ONE (1) 2018 MID-SIZE, 2WD, 4-DOOR SPORT UTILITY VEHICLE (1-Dev.Serv.-Code Enf.)	EA	1	★ \$24,985.00		\$25,584.83		100-120 DAYS \$25,100.00		\$26,300.00		NO BID	
	MAKE & MODEL			2018 CC 15703		2018 FORD F150 REG CAB		2018 DODGE RAM 1500		2018 FORD F150/ V6-V8		2018 FORD F150	
2	ITEM NO. 2A - FOUR (4) 2018 ½ TON, REGULAR CAB PICK-UP (SHORT BED, 2WD, GAS) (4-PU)	EA	4	\$19,245.00	★ \$76,980.00	\$20,400.91	\$81,603.64	LB did not meet GVWR 6,400 #s Bid-6,025 Bid unit w/no rear seat, Bed Length 6'4" \$18,621.00	\$74,484.00	\$20,650.00	UNSOLICITED V-6 QUOTE \$22,600.00	\$21,286.00	\$85,144.00
	MAKE & MODEL			2018 CC 15753		2018 FORD F150 SUPER CAB		2018 DODGE RAM 1500 QUAD CAB		2018 FORD F150		2018 FORD F150	
3	ITEM NO. 2B -BASE BID (V-8) TEN (10) 2018 ½ TON, EXTENDED CAB PICK-UP (SHORT BED, 2WD, GAS) (1-Eng, 9-Dev.Serv.-Code Enf.)	EA	1	★ \$21,985.00		\$23,105.91	\$231,059.10	\$23,271.00	\$232,710.00	\$23,400.00	\$234,000.00	\$23,989.00	\$239,890.00
	MAKE & MODEL			2018 CC 15753		2018 FORD F150 SUPER CAB		2018 DODGE RAM 1500 QUAD CAB		2018 FORD F150		2018 FORD F150	
	ITEM NO. 2B -ALT. BID (V-6) ONE (1) 2018 ½ TON, EXTENDED CAB PICK-UP (SHORT BED, 2WD, GAS) (1-Eng, 10-Dev.Serv.-Code Enf.)	EA	10	\$20,935.00	★ \$209,350.00	\$21,401.91		\$21,779.00		\$21,950.00		\$22,290.00	
	MAKE & MODEL					2018 FORD F150		2018 DODGE RAM 1500 CREW CAB		2018 FORD F150		2018 FORD F150	
4	ITEM NO. 2C - FOUR (4) 2018 ½ TON, CREWCAB PICK-UP (SHORT BED, 2WD, GAS) (3-P&R, 1-Dev.Serv.-Code Enf.; + 1-Bridge)	EA	4	NO BID		\$25,271.91	★ \$101,087.64	\$26,575.00	\$106,300.00	\$25,700.00	\$102,800.00	\$25,731.00	\$102,924.00
	MAKE & MODEL					2018 FORD F150		2018 DODGE RAM 1500 CREW CAB 4)		2018 FORD F150		2018 FORD F150	
5	ITEM NO. 2D - ONE (1) 2018 ½ TON, CREWCAB PICK-UP (SHORT BED, 4WD, GAS) (1-FD)	EA	1	NO BID		★ \$29,149.91		\$30,977.00		\$30,360.00		\$29,987.00	
	MAKE & MODEL					2018 FORD F150		2018 DODGE RAM 1500 CREW CAB 4)		2018 FORD F150		2018 FORD F150	
6	ITEM NO. 2E - ONE (1) 2018 ½ TON, CREWCAB PICK-UP (LONG BED, 4WD, GAS) (1-Bridge)	EA	1	NO BID		\$30,247.91		\$29,653.00		\$30,950.00		\$30,673.00	

Recommend Rejection of Item No. 2E; Order Item No. 2C

LOCATION: COMMISSION ROOM

PROJECT NO: 1718-60-583-P002-70 PURCHASE OF THIRTY-ONE (31) 2018 VEHICLES

PROJECT NO: 1718-60-583-P002-70 PURCHASE OF THIRTY-ONE (31) 2018 VEHICLES								TARRANT COUNTY/BUYBOARD		TARRANT COUNTY/BUYBOARD			
BIDDERS:				★ CALDWELL COUNTRY CHEVROLET CALDWELL, TX		★ BOGGUS MOTOR SALES MCALLEN, TX		★ GRAPEVINE DCJ GRAPEVINE, TX		RANDALL REEDS PRESTIGE FORD GARLAND, TX		SILSBEE FLEET GROUP SILSBEE, TX	
NO.	DESCRIPTION	UOM	QTY	UN. PRICE	TOTAL	UN. PRICE	TOTAL	UN. PRICE	TOTAL	UN. PRICE	TOTAL	UN. PRICE	TOTAL
	MAKE & MODEL					2018 FORD F250		2018 DODGE RAM 2500 CREW CAB		2018 FORD F250		2018 FORD F250	
7	ITEM NO. 3 - SIX (6) 2018 ¾ TON CREW CAB PICK-UP (LONG BED, 2WD, GAS) (6-PU)	EA	6	NO BID		\$26,473.07	★ \$158,838.42	\$27,121.00	120-160 DAYS \$162,726.00	\$27,000.00	\$162,000.00	\$26,940.00	\$161,640.00
	MAKE & MODEL					2018 FORD F350		2018 DODGE RAM 3500		2018 FORD F350			
8	ITEM NO. 4 - BASE BID: FOUR (4) 2018 1-TON CREW CAB & CHASSIS (2WD, DIESEL, DRW) (4-PU)	EA	4	NO BID		\$36,323.95	Low Bidder did not bid 6.7L, Cummins I-6 Diesel Engine; Drive-Train Warranty 5-Y/60K Miles \$145,295.80	\$36,869.00	100-140 DAYS; Drive-Train Warranty 5-Y/100K Miles ★ \$147,476.00	\$41,200.00	\$164,800.00	NO BID	
	MAKE & MODEL					2018 FORD F350		2018 DODGE RAM 3500		2018 FORD 350			
9	ITEM NO. 4 - ALT. BID:FOUR (4) 2018 1-TON CREW CAB & CHASSIS WITH UTILITY SERVICE BODY (2WD, DIESEL, DRW) (4-PU)	EA	4	NO BID		\$43,051.95	\$172,207.80	\$44,248.00	120-160 DAYS \$176,992.00	\$44,200.00	\$176,800.00	NO BID	
GRAND TOTAL ITEMS TO BE AWARDED:				\$333,300.00		\$289,075.97		\$147,476.00					
FORM 1295:				SUBMITTED		SUBMITTED		SUBMITTED		SUBMITTED		SUBMITTED	
NUMBER OF DAYS TO COMPLETE DELIVERY:				90 DAYS		120 DAYS		75-110 DAYS		75-90 DAYS		90-120 DAYS	
ADDENDUM 1:				SUBMITTED		SUBMITTED		SUBMITTED		SUBMITTED		SUBMITTED	
HARDCOPY OF BID SUBMITTED:				SUBMITTED		SUBMITTED		SUBMITTED		SUBMITTED		SUBMITTED	

*VERSALIFT SOUTHWEST SUBMITTED A "NO BID"



AGENDA MEMORANDUM

BOARD: City Commission

AGENDA ITEM #: 7.B.

DATE SUBMITTED: February 12, 2018

MEETING DATE: February 19, 2018

FROM: Sandra Zamora, Purchasing Director

DEPARTMENT: Purchasing

DIRECTOR: Sandra Zamora

Agenda Item: Consideration and action, if any, rejecting all bids received for the purchase of ten (10) Police Packaged Vehicles. Project #1718-01-512-P003-70.

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason:

Issue: Purchasing, in conjunction with the Police Chief, requests your authorization to "Reject" all bids received on this project. (Executive Memo & Bid Tabulation attached). (Note: A later agenda item requesting purchase authorization through Buy Board is upcoming.)

Financial Consideration: None at this time.

Staff Recommendation: Staff recommends "Rejection" of all bids received.

Alternatives:

ROUTING:

Sandra Zamora

Created/Initiated - 02/12/2018

Sandra Zamora

Approved - 02/12/2018

Jose Luengo

Approved - 02/13/2018

Patricia Rigney

Approved - 02/14/2018

Karla Moya

Approved - 02/14/2018

City Management Office

Final Approval - 02/16/2018



**CITY OF PHARR
PURCHASING DEPARTMENT
MEMORANDUM**

DATE: February 12, 2018

TO: Juan G. Guerra, CPA, MBA, City Manager

FROM: Sandra Zamora, CPM, Purchasing Director

SUBJECT: Project #1718-001-512-P003-70 Purchase of Ten (10) 2018 Police Packaged Vehicles
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GOAL: Purchasing, in conjunction with the Police Chief, requests your authorization to “Reject” all bids received on the above referenced projects. Attached, for your review, is a copy of the Bid Tabulation. (Note: A later agenda item requesting purchase authorization through Buy Board.)

BRIEF EXPLANATION: On January 18, 2018, the Purchasing Department solicited formal sealed bids for the purchase of Ten (10) 2018 Police Packaged Vehicles for Pharr Police department. Five (5) vendors responded to our solicitation providing their pricing structure, which reflects dealer pricing.

Three (3) respondents did not meet the minimum requirements of solicitation document regarding Make/Model/Engine size. Specs required Chevrolet Tahoe with a V-8 engine, respondents proposed the Ford Interceptor and the Ford Explorer which have a V-6 engine.

The other two (2) respondents did meet specs (Caldwell Country Chevrolet and Lake County Chevrolet). Part of the sealed bid specifications required that the rear seating be Poly-carbonate molded seating, unfortunately this drove the unit pricing up.

In October of 2017 the Pharr Police department had solicited Buy Board pricing from Caldwell Country Chevrolet and the pricing is less. We believe that this is due primarily to the “Poly-carbonate molded seating.” The Pharr Police department has decided that the additional cost of the Poly-carbonate moded seating is not warranted at this time. Therefore, we are seeking authorization to “Reject” all bids.

OPTION(S):

- 1) Approve staff(s) recommendation.
- 2) Direct staff to take another direction.

RECOMMENDATION: Staff recommends “Rejection” of all bids received.



BID OPENING: FEBRUARY 1, 2018 AT 4:00 P.M.
LOCATION: COMMISSION ROOM
PROJECT NO: 1718-01-512-P003-70 PURCHASE OF TEN (10) 2018 POLICE VEHICLES

BIDDERS				CALDWELL COUNTRY CHEVROLET CALDWELL, TX	LAKE COUNTY CHEVROLET (SILSBEE) JASPER, TX	SILSBEE FORD SILSBEE, TX	BOGGUS MOTOR SALES, LLC McALLEN, TX	ROCKDALE COUNTRY FORD ROCKDALE, TX
NO.	DESCRIPTION	UOM	QTY	UN. PRICE	UN. PRICE	UN. PRICE	UN. PRICE	UN. PRICE
	MAKE & MODEL:			2018 CHEVROLET TAHOE PPV	2018 CHEVROLET TAHOE PPV	2018 FORD POLICE INTERCEPTOR UT (V-6)	2018 FORD POLICE INTERCEPTOR UT (V-6)	2018 FORD EXPLORER PPV KFA (V-6)
1	TEN (10) 2018 ALL WHEEL DRIVE, 4 DOOR, MID-SIZE SPORT UTILITY VEHICLE (POLICE PACKAGED)	EA	10	\$32,985.00	\$35,904.00	\$27,795.00	\$29,206.91	\$29,300.00
GRAND TOTAL:				\$329,850.00	\$359,040.00	\$277,950.00	\$292,069.10	\$293,000.00
FORM 1295:				SUBMITTED	SUBMITTED	SUBMITTED	INCOMPLETE	SUBMITTED
NUMBER OF DAYS TO COMPLETE DELIVERY:				90 DAYS	90-120 DAYS	90-120 DAYS	120 DAYS	150 DAYS
ADDENDUM NO. 1:				SUBMITTED	SUBMITTED	SUBMITTED	SUBMITTED	SUBMITTED
HARDCOPY OF BID SUBMITTED:				SUBMITTED	SUBMITTED	SUBMITTED	SUBMITTED	SUBMITTED

* Versalift Southwest from Waco, TX (Submitted a "No Bid")



AGENDA MEMORANDUM

BOARD: City Commission

AGENDA ITEM #: 7.C.

DATE SUBMITTED: February 13, 2018

MEETING DATE: February 19, 2018

FROM: Jose Luengo, Police Chief

DEPARTMENT: Police

DIRECTOR: Jose Luengo

Agenda Item: Consideration and action, if any, authorizing the Purchase of Ten (10) Police Vehicles utilizing the BuyBoard Contract #521-16. Project #1718-01-512-P006-001

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason: N/A

Issue: Who: Pharr Police Department

What: The Pharr Police Department via its capital outlay is requesting the purchase of ten (10) 2018 Police SUV's. The Pharr Police Department in conjunction with the Purchasing Department solicited sealed bids, which came in higher than the attached Co-op quote. Caldwell Country Chevrolet is under a BuyBoard Co-op Contract # 521-16 and is offering a unit price of \$31,445 for a total of \$314,450 plus a BB fee of \$400 for a Grand Total Purchase Contract amount of \$314,850.

Where: Caldwell Country Chevrolet.

When: N/A

Why: The Pharr Police Department will be replacing its fleet.

Financial Consideration: Current capital outlay budget for ten (10) 2018 Police SUVs is \$ 315,000.00. The cost for the ten SUVs will be \$ 314,850.00.

Staff Recommendation: Staff recommends approval.

Alternatives: N/A

ROUTING:

Jose Luengo

Created/Initiated - 02/13/2018

Patricia Rigney

Approved - 02/14/2018

Sandra Zamora

Approved - 02/14/2018

Karla Moya

Approved - 02/14/2018

City Management Office

Final Approval - 02/16/2018

[illegible]

QUOTE# 001

CONTRACT PRICING WORKSHEET

End User: CITY OF PHARR			Contractor: CALDWELL COUNTRY		
Contact Name: JOEL ROBLES			CALDWELL COUNTRY		
Email: JOEL.ROBLES@PD.PHARR.TX.GOV			Prepared By: Averyt Knapp		
Phone #: 956-878-3233 956-283-8086			Email: aknapp@caldwellcountry.com		
Fax #:			Phone #: 979-567-6116		
Location City & State: PHARR, TX			Fax #: 979-567-0853		
Date Prepared: OCTOBER 11, 2017			Address: P. O. Box 27, Caldwell, TX 77836		
Contract Number: BUY BOARD #521-16			Tax ID # 14-1856872		
Product Description: 2018 CHEVROLET TAHOE PPV CC15706					
A Base Price:					\$31,435
B Fleet Quote Option:					
Code	Description	Cost	Code	Description	Cost
	LH SPOTLIGHT	\$490			
	REAR AIR CONDITION	INCL			
	CLOTH BUCKET	INCL			
	VINYL REAR BENCH	INCL			
	FULL RUBBER FLOOR	INCL			
	TILT, CRUISE	INCL			
	POWER WINDOWS	INCL			
	POWER LOCKS	INCL			
	POWER MIRRORS	INCL			
	KEYLESS ENTRY	INCL			
	KEYLED ALIKE V0700	\$25			
	DAYTIME RUNNING LTS	INCL			
	SKID PLATE	INCL			
	ADDITIONAL KEYS	\$140			
	*TRAILER TOW HITCH	INCL			
	BACKUP CAMERA	INCL			
	BLUETOOTH	INCL			
	4GLTE DELETE (UE0)	INCL			
	GM WARRANTY	INCL		CALDWELL COUNTRY	
	5YR/100,000 MILES			PO BOX 27	
	POWERTRAIN @ N/C			CALDWELL, TEXAS 77836	
Subtotal B					\$655
C Unpublished Options					
Code	Description	Cost	Code	Description	Cost
Subtotal C					
D Other Price Adjustments (Installation, Delivery, Etc...)					
Subtotal D FOB PHARR/QUANTITY DISCOUNT					-\$645

E Unit Cost Before Fee & Non-Equipment Charges (A+B+C+D)		\$31,445
Quantity Ordered		10
Subtotal E		\$314,450
F Non-Equipment Charges (Trade-In, Warranty, Etc...)		
BUY BOARD		\$400
G. Color of Vehicle: BLACK		
H. Total Purchase Price (E+F)		\$314,850
Estimated Delivery Date:		Q4-2017



AGENDA MEMORANDUM

BOARD: City Commission

AGENDA ITEM #: 8.A.

DATE SUBMITTED: February 6, 2018

MEETING DATE: February 19, 2018

FROM: Hilda Pedraza, City Clerk

DEPARTMENT: Administration

DIRECTOR: Juan Guerra

Agenda Item: Consideration and action, if any, on agreement amendment between the City of Pharr and CivicPlus, Inc. for video streaming and video-on-demand services.

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason:

Issue: The City of Pharr entered into an agreement with BoardSync on November 21, 2016 for the agenda management software. CivicPlus purchased BoardSync and as part of the purchase, BoardSync assigned its rights and delegated their duties to CivicPlus on December 1, 2016.

At this time, staff is respectfully requesting the purchase of additional services for video streaming and on-demand services from CivicClerk. The difference between this and what we have right now is that everything is linked together (agendas, agenda packets, minutes, and video). The videos streamline live proceedings and seamlessly integrates all video content directly into our meeting agendas. If any board member misses a meeting, they can quickly search the meeting video archive, at their convenience, to watch past recordings. The videos also feature clear bookmarking and navigation so viewers can quickly find discussions of interest. Additionally, this is closed caption and it's linked to social media (Facebook, YouTube, etc.) which would reach more audiences thus increasing government transparency.

Financial Consideration: Total first year fees \$4,088.

Staff Recommendation: Staff is recommending approval of additional services (video) through CivicPlus Inc. for a 1-time set-up cost of \$500 and an annual fee increase of \$3,588. (Total new annual fee shall be \$10,776)

Alternatives: Not to purchase video services.

ROUTING:

Hilda Pedraza	Created/Initiated - 02/06/2018
Patricia Rigney	Approved - 02/08/2018
Sandra Zamora	Approved - 02/12/2018
Jose Pena	Approved - 02/12/2018
Karla Moya	Approved - 02/12/2018
City Management Office	Final Approval - 02/14/2018

THIS AGREEMENT AMENDMENT is agreed to by and between CivicPlus, Inc., d/b/a CivicPlus ("CivicPlus") and the City of Pharr, TX ("Client") (jointly, "Parties") and shall be effective as of the date of signing indicated at the end of this amendment.

RECITALS

WHEREAS, CivicPlus is engaged in the business of developing, marketing and selling custom community engagement platforms that include web sites, web interfaces and portals and a proprietary government content management system and associated modules; in addition to project development, design, implementation, support and hosting services;

WHEREAS, Client is currently engaged in a relationship with CivicPlus for an internet-based system for agenda management, meeting minutes management and/or streaming media as set forth in the original Agreement signed on November 21, 2016 ("Agreement");

WHEREAS, Client and CivicPlus have agreed to alter certain terms as set forth in the Agreement by this written instrument duly executed by the Parties, the modification of terms as specified in this amendment.

NOW, THEREFORE, Client and CivicPlus agree as follows:

Scope of Services

1. Video Streaming and Video On-Demand is hereby added to Client's account for use for a one-time implementation fee of \$500 and \$3,588 annually, to be invoiced at signing and subject to the Terms & Conditions of the Agreement. The Annual Fee Increase of the first invoice shall be prorated to correlate with Client's existing billing cycle.

Additional Service	One-time setup cost	Annual Fee Increase
Video Streaming and Video-on-Demand Services	\$500.00	\$3,588
Total First Year Fees		\$4,088

Acceptance

We, the undersigned, agreeing to the conditions specified in this Amendment, understand and authorize the provision of services outlined in this Amendment.

Client

Date

CivicPlus

Date

Sign and e-mail or Fax this Amendment

Email: Contracts@CivicPlus.com

Fax: 785-587-8951



AGENDA MEMORANDUM

BOARD: City Commission

AGENDA ITEM #: 8.B.

DATE SUBMITTED: February 13, 2018

MEETING DATE: February 19, 2018

FROM: Daniel Ramirez, Communications Director/Deputy EMC

DEPARTMENT: Emergency Management

DIRECTOR: Daniel Ramirez

Agenda Item: Consideration and action, if any, on Memorandum of Agreement with Coastal Bend Regional Advisory Council (CBRAC) / Hospital Preparedness Program (HPP)

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason:

Issue: In accordance with the capabilities outlined in the Hospital Preparedness Program (HPP) - The Office of the Assistant Secretary for Preparedness and Response (OASPR), the involvement and participation of hospitals, EMS, nursing homes, and local emergency management is recommended. Signing and MOA with CBRAC-HPP will allow the City of Pharr Emergency Management office to be more involved with the local, regional, and state response to disasters in assuring that our local nursing home and home health agencies are prepared. Additionally, there is some funding for regional projects that the City of Pharr could participate in, which include but are not limited to training, communications, patient tracking.

Financial Consideration: N/A

Staff Recommendation: Staff recommends signing the Memorandum of Agreement with the Coastal Bend Regional Advisory Council (CBRAC) - Hospital Preparedness Program (HPP)

Alternatives: N/A

ROUTING:

Daniel Ramirez
Edward Wylie
Patricia Rigney
City Management Office

Created/Initiated - 02/13/2018
Approved - 02/14/2018
Approved - 02/16/2018
Final Approval - 02/16/2018



Coastal Bend Regional Advisory Council (CBRAC)

P.O. Box 18460, Corpus Christi, TX, 78480
361-939-7177 phone 361-939-7117 fax
www.cbrac.org



Coastal Bend Regional Advisory Council (CBRAC) Hospital Preparedness Program (HPP) Memorandum of Agreement

Background

The US Department of Health & Human Services (HHS) provides funding for community preparedness and hospital preparedness. The HHS funding is awarded via two separate but interrelated cooperative agreements. HHS Centers for Disease Control and Prevention (CDC) provides funds for strengthening public health preparedness to address bioterrorism, outbreaks of infectious diseases and public health emergencies. This funding stream focuses on the critical tasks necessary for the public health community to prepare for and respond to a terrorist event or other public health emergencies, emphasizing integrated response systems. The ability to quickly and effectively distribute preventive medication in affected areas is one of the nation's top priorities to be addressed by these funds.

Hospital Preparedness Program (HPP) – The HHS Office of the Assistant Secretary for Preparedness and Response (OASPR) provides funds for states to develop hospital response capability (for responding to All Hazards Events), through the HPP. This program includes the identification of available hospital beds, development of a regional healthcare coalition for preparedness, development of an advance registration system for identifying additional healthcare personnel, development of a healthcare recovery system, planning for mass fatalities, evaluation and strengthening of plans into local and regional plans, development of surge capacity, incident information sharing, and responder health and safety. Healthcare facilities and healthcare delivery systems play a critical role in both identifying and responding to any potential natural disaster, terrorism attack or infectious disease outbreak.

To accomplish these goals, HHS has developed Healthcare Capabilities. These capabilities describe demonstrable criteria that must be achieved as a condition of accepting OASPR HPP funds.

The funding is provided to the Texas Department of State Health Services (DSHS). For preparedness efforts in the Trauma Service Areas (TSA-U, -T and -V). DSHS has contracted with the Coastal Bend Regional Advisory Council, hereinafter referred to as CBRAC for the implementation of the four (4) Healthcare Capabilities of the OASPR HPP.

PURPOSE

The purpose of this agreement between the Coastal Bend Regional Advisory Council (CBRAC) – as the DSHS subcontractor – and _____, is to outline the responsibilities of each party. As a condition of grant funds participation, the Health Care Coalition (HCC) member agrees to:

1. Work to achieve Healthcare Preparedness Capabilities and performance measures.
2. Maintain minimum levels of readiness.
3. Participate in planning and exercises.
4. Monitor progress for each capability as described by OASPR Texas Hospital Preparedness Program.

A summary of the capabilities pertaining to healthcare facilities is shown in the Conditions section of this agreement. The full listing of the capabilities and DSHS annual requirements as described in the HPP Grant Year Work Plan is available upon request.

CONDITIONS

The Coastal Bend Regional Advisory Council (CBRAC), TSA-U, administers the HPP funds as a contractor of DSHS. As a contractual requirement for the HPP Work Plan, a Healthcare Coalition (HCC) must be created and consist of healthcare facilities/providers in each TSA area, TSA-T, TSA-U and TSA-V. Examples of membership include but are not limited to, EMS providers, Emergency Management/Public Safety, Public Health Department, long term care providers, mental/behavioral health providers, private entities associated with healthcare (e.g. hospital associations) specialty service providers (e.g. dialysis, pediatrics, women's health, stand-alone surgery, urgent care), support service providers (e.g. laboratories, pharmacies, blood banks, poison control), primary care providers, community health centers, tribal healthcare and federal entities, representatives of Emergency Medical Services, as well as other interested agencies and individuals.

HCC Members agree to participate in all actual emergency response activities in the region.

HCC Members agree to comply with the CBRAC procurement process outlined in the DSHS Contractors Financial Procedures Manual and understand that HCC expenditure decisions are developed on a consensus basis to address required HPP capabilities and related goals. A summary of both parties' responsibilities follows:

CBRAC Responsibilities:

- CBRAC shall perform activities in support of the Department of State Health Services (DSHS) Cooperative Agreement (CA) from the ASPR Healthcare Preparedness Program and Centers for Disease Control and Prevention (CDC) FFY18 Cooperative Agreements.

- CBRAC shall provide services in the following counties: Aransas, Bee, Brooks, Cameron, Duval, Hidalgo, Jim Hogg, Jim Wells, Kenedy, Kleberg, Live Oak, McMullen, Nueces, Refugio, San Patricio, Starr, Webb, Willacy, and Zapata.
- CBRAC in its role as regional Hospital Preparedness Program implementation contractor, shall administer the available federal HPP services funds as specified in this Cooperative Agreement, lead the efforts to establish and implement regional Healthcare Coalitions and assist DSHS HPP in the administration, planning and evaluation of services.
 - If available, distribute equipment, supplies and services to participating members according to the HPP distribution/work plan in support of and in compliance with the OASPR guidelines.
 - Ensure compliance with the DSHS HPP contract, including monitoring of the progress of required capabilities.
 - Provide administrative support to the HPP main meetings and HPP workgroups.
 - Represent the HPP in the DDC, EOC, RHMOC or MACC. In planning for exercises, and other pertinent meetings on an “as needed” basis.
 - Report periodically to member hospital/facility senior leadership on the status of reaching benchmark metrics.
- CBRAC staff shall enhance the ability of participating hospitals and healthcare organizations to improve healthcare surge capacity and enhance community and hospital preparedness for public health emergencies by conducting activities at the local/regional level related to Healthcare Preparedness Capabilities designated by the ASPR HPP FY18 Cooperative Agreements.
- CBRAC staff shall represent HPP HCC members at multi-jurisdictional planning meetings that address public health and medical service issues.
- CBRAC cannot require HPP HCC members to pay a “membership fee” as a condition of receiving HPP funds or as a means of recovering HPP related costs.
- CBRAC in TSA –T, U & V staff shall conduct and facilitate the local/regional HPP HCC meetings and provide materials as needed in each respective area.
- All CBRAC staff shall comply with all applicable federal and state laws, rules, regulations, standards and guidelines including, but not limited to, the following:

The Hospital Preparedness Program (HPP) and Public Health Emergency Preparedness (PHEP) Cooperative Agreement, Department of Health and Human Services, Office of Assistant Secretary for Preparedness and Response (ASPR) and Centers for Disease Control and Prevention (CDC);

2017 – 2022 Health Care Preparedness and Response Capabilities, Office of the Assistant Secretary for Preparedness and Response, November 2016.
<https://www.phe.gov/Preparedness/planning/hpp/reports/Documents/2017-2022-healthcare-pr-capabilities.pdf>

National Response Framework located at
<http://www.fema.gov/pdf/emergency/nrf/nrf-core.pdf>

State of Texas Emergency Management Plan, Annexes and Appendices located at: <http://www.txdps.state.tx.us/dem/downloadableforms.htm>

Texas Homeland Security Strategic Plan located at:
<https://www.preparingtexas.org/Resources/documents/Texas%20HS%20Strategic%20Plan%202015-2020.pdf>

Medical Surge Capacity and Capability (MSCC) A Management System for Integrating Medical and Health Resources during Large-Scale Emergencies, The CNA Corporation, September 2007 or latest version located at:

<http://www.phe.gov/preparedness/planning/mscc/handbook/pages/default.aspx>

OSHA Best Practices for Hospital-Based First Receivers of Victims from Mass Casualty Incidents involving the Release of Hazardous Substances. Located at:

http://www.osha.gov/dts/osta/bestpractices/html/hospital_firstreceivers.html

Most current Texas Statewide Communications Interoperability Plan located at:
<http://www.dps.texas.gov/LawEnforcementSupport/communications/interop/txicc/scip.htm>

Licensing Of Wholesale Distributors Of Prescription Drugs -Including Good Manufacturing *Practices* (25 Texas Administrative Code, §§229.419 – 229.430):

<http://www.dshs.state.tx.us/dmd/>

- CBRAC staff shall develop, implement, and maintain a system for accurately tracking expenditures by participating hospitals, healthcare entities, or any other entities that receive funds, reimbursement, equipment, or supplies purchased with HPP funds.
- CBRAC staff, as part of the regional HPP Healthcare Coalition Development, shall coordinate activities and healthcare systems preparedness response plans

CBRAC is a 501(c) (3) non-profit organization with an office located at 725 Elizabeth Street, Suite 4, Corpus Christi, TX, 78404

within each TSA regional safety/emergency response agencies, hospitals, and other healthcare providers, community health centers, long-term care providers, local health departments, DSHS Health Service Region staff, and Councils of Government (COG), Emergency Medical Services (EMS) providers mental/behavioral health providers, private entities associated with healthcare, specialty service providers, support service providers, primary care providers, Tribal Healthcare, and federal entities, etc. This coordination shall be conducted in accordance with the ASPR FFY18 HPP Cooperative Agreement, and the tiered response outlined in the MSCC Management System handbook. Regional HPP Healthcare /Coalitions must include other emergency response partners at meetings during which allocation of HPP funds are discussed and when the tiered hospital response system is addressed.

- CBRAC staff must ensure that all HPP participating hospitals and health care facilities participate in at least one regional or statewide HSEEP-based functional or full-scale exercise during the five-year project period (SFY 17 – healthcare SFY 22) and test all of the preparedness capabilities. All other HPP funded exercises shall test, as a minimum, components of Capability 2: Health Care and Medical Response Coordination; Objective 2: Utilize Information Sharing Procedures and Platforms; Activity 1: Develop Information Sharing Procedures and Objective 3: Coordinate Response Strategy, Resources, and Communications: Activity 1: Identify and Coordinate Resource Needs during an Emergency. Also during this exercise, at least one healthcare preparedness capability must be tested.
- CBRAC staff shall also participate in statewide exercises planned by DSHS or other state and federal agencies, as needed, to assess the response capacity and capability of the regional HPP to respond to a terrorism event, outbreak of infectious disease, and other public health threats and emergencies.
- CBRAC staff shall prepare and submit to DSHS Homeland Security Exercise and Evaluation Program (HSEEP) compliant exercise after-action reports and improvement plans that document required corrective actions for identified gaps or weaknesses in hospital preparedness plans within ninety (90) days of the exercise.
- CBRAC staff will be required to provide DSHS situational awareness during drills, emergencies and disasters that are related to healthcare preparedness in their assigned TSA region.
- CBRAC staff shall allow DSHS to conduct on-site quality assurance reviews of Contractor and participating hospitals/healthcare facilities and medical service providers as deemed necessary by DSHS. Contractor shall require access for DSHS and federal personnel for monitoring purposes in its agreements with the hospitals/facilities.

- CBRAC staff shall monitor all subcontractors, including participating hospitals/healthcare facilities and medical service providers and ensure that they are tracking, and have an inventory system for all HPP funded equipment.

Participating Healthcare Facility Responsibilities:

1. Designate - Healthcare Preparedness Coalition Committee Representative per agency.
2. Representative or designee will attend at least 75% of regularly scheduled meetings of CBHCPC, or TSA-T and TSA-V, Healthcare Preparedness Coalition Committee, and be responsible for participation in committee discussions and disseminating HPP information and actions to the facility they represent.
3. Education and Preparedness Training: The Healthcare Coalition Member will continue to participate in education and preparedness training opportunities and programs for healthcare personnel, both pre-hospital and hospital based, that will respond to an incident or emergency in accordance with the healthcare preparedness capabilities noted below. Training and education should be linked to exercises/drills.
4. Exercises, Evaluations, and Corrective Actions: The Healthcare Coalition Member will continue to participate in drills, exercises, and responses in conjunction and collaboration with local, regional, State, and Federal partners. Exercises should address the capabilities listed below and should address special need population's requirements. Evaluations (after action reviews) will be completed after each exercise and corrective action implemented as a result of the evaluations.
5. Addressing the Needs of "At Risk" Populations: Capabilities will be addressed in such a way that the needs of "at risk" patient populations are accounted for in planning. "At Risk" populations are defined as children, pregnant women, senior citizens, and other individuals that have special needs to include those with chemical dependency and mental health issues.

The Four Health Care Preparedness and Response Capabilities are:

Capability 1: Foundation for Health Care and Medical Readiness

Goal of Capability 1: The community's health care organizations and other stakeholders—coordinated through a sustainable HCC—have strong relationships, identify hazards and risks, and prioritize and address gaps through planning, training, exercising, and managing resources.

Capability 2: Health Care and Medical Response Coordination

Goal of Capability 2: Health care organizations, the HCC, their jurisdiction(s), and the ESF-8 lead agency plan and collaborate to share and analyze information, manage and share resources, and coordinate strategies to deliver medical care to all populations during emergencies and planned events.

Capability 3: Continuity of Health Care Service Delivery

Goal of Capability 3: Health care organizations, with support from the HCC and the ESF-8 lead agency, provide uninterrupted, optimal medical care to all populations in the face of damaged or disabled health care infrastructure. Health care workers are well-trained, well-educated, and well-equipped to care for patients during emergencies. Simultaneous response and recovery operations result in a return to normal or, ideally, improved operations.

Capability 4: Medical Surge

Goal of Capability 4: Health care organizations—including hospitals, EMS, and out-of-hospital providers—deliver timely and efficient care to their patients even when the demand for health care services exceeds available supply. The HCC, in collaboration with the ESF-8 lead agency, coordinates information and available resources for its members to maintain conventional surge response. When an emergency overwhelms the HCC's collective resources, the HCC supports the health care delivery system's transition to contingency and crisis surge response⁶ and promotes a timely return to conventional standards of care as soon as possible.

2017-2022 Health Care Preparedness and Response Capabilities **Summary of Capabilities followed by Objectives and Activities**

Capability1: Foundation for Health care and Medical Readiness

- O1) Establish and Operationalize a Health Care Coalition.
 - A1) Define Health Care Coalition Boundaries
 - A2) Identify Health Care Coalition Members
 - A3) Establish Health Care Coalition Governance
- O2) Identify Risk and Needs
 - A1) Assess Hazard Vulnerabilities and Risks
 - A2) Assess Regional Health Care Resources
 - A3) Prioritize Resource Gaps and Mitigation Strategies
 - A4) Assess Community Planning for Children, Pregnant Women, Seniors, Individuals with Access and Functional Needs, Including People with Disabilities, and Others with Unique Needs
 - A5) Assess and Identify Regulatory Compliance Requirements
- O3) Develop a Health Care Coalition Preparedness Plan
- O4) Train and Prepare the Health Care and Medical Workforce
 - A1) Promote Role-Appropriate National Incident Management System Implementation

- A2) Educate and Train on Identified Preparedness and Response Gaps
- A3) Plan and Conduct Coordinated Exercises with Health Care Coalition Members and Other Response Organizations
- A4) Align Exercises with Federal Standards and Facility Regulatory and Accreditation Requirements
- A5) Evaluate Exercises and Responses to Emergencies
- A6) Share Leading Practices and Lessons Learned
- O5) Ensure Preparedness is Sustainable
 - A1) Promote the Value of Health Care and Medical Readiness
 - A2) Engage Health Care Executives
 - A3) Engage Clinicians
 - A4) Engage Community Leaders
 - A5) Promote Sustainability of Health Care Coalitions

Capability 2: Health Care and Medical Response Coordination

- O1) Develop and Coordinate Health Care Organizations and Health Care Coalition Response Plans
 - A1) Develop a Health Care Organization Emergency Operations Plan
 - A2) Develop a Health Care Coalition Response Plan
- O2) Utilize Information Sharing Procedures and Platforms
 - A1) Develop Information Sharing Procedures
 - A2) Identify Information Access and Data Protection Procedures
 - A3) Utilize Communications Systems and Platforms
- O3) Coordinate Response Strategy, Resources, and Communications
 - A1) Identify and Coordinate Resource Needs during an Emergency
 - A2) Coordinate Incident Action Planning During an Emergency
 - A3) Communicate with Health Care Providers, Non-Clinical Staff, Patients and Visitors during an Emergency
 - A4) Communicate with the Public during an Emergency

Capability 3: Continuity of Health Care Service Delivery

- O1) Identify Essential Functions for Health Care Delivery
- O2) Plan for Continuity of Operations
 - A1) Develop a Health Care Organization Continuity of Operations Plan
 - A2) Develop a Health Care Coalition Continuity of Operations Plan
 - A3) Continue Administrative and Finance Functions
 - A4) Plan for Health Care Organization Sheltering-in-Place
- O3) Maintain Access to Non-Personnel Resources during an Emergency
 - A1) Assess Supply Chain Integrity
 - A2) Assess and Address Equipment, Supply, and Pharmaceutical Requirements
- O4) Develop Strategies to protect Health Care Information Systems and Networks
- O5) Protect Responders' Safety and Health

- A1) Distribute Resources Required to Protect the Health Care Workforce
- A2) Train and Exercise to Promote Responders' Safety and Health
- A3) Develop Health Care Worker Resilience
- O6) Plan for and coordinate Health Care Evacuation and Relocation
 - A1) Develop and Implement Evacuation and Relocation Plans
 - A2) Develop and Implement Evacuation Transportation Plans
- O7) Coordinate Health Care Delivery System Recovery
 - A1) Plan for Health Care Delivery System Recovery
 - A2) Assess Health Care Delivery System Recovery after an Emergency
 - A3) Facilitate Recovery Assistance and Implementation

Capability 4: Medical Surge

- O1) Plan for Medical Surge
 - A1) Incorporate Medical Surge Planning into a Health Care Organization Emergency Operations Plan
 - A2) Incorporate Medical Surge into an Emergency Medical Services Emergency Operations Plan
 - A3) Incorporate Medical Surge into a Health Care Coalition Response Plan
- O2) Respond to a Medical Surge
 - A1) Implement Emergency Department and Inpatient Medical Surge Response
 - A2) Implement Out-of-Hospital Medical Surge Response
 - A3) Develop an Alternate Care System
 - A4) Provide Pediatric Care during a Medical Surge Response
 - A5) Provide Surge Management during a Chemical or Radiation Emergency Event
 - A6) Provide Burn Care during a Medical Surge Response
 - A7) Provide Trauma Care during a Medical Surge Response
 - A8) Respond to Behavioral Health Needs during a Medical Surge Response
 - A9) Enhance Infections Disease Preparedness and Surge Response
 - A10) Distribute Medical Countermeasures during a Medical Surge Response
 - A11) Manage Mass Fatalities

Funding Restrictions which apply to COUNTY and 911 PROVIDER recipients are as follows:

- Recipients may not use funds for fund raising activities or lobbying;
- Recipients may not use funds for research;
- Recipients may not use funds for construction or major renovations;

- Recipients may not use funds for clinical care;
- Recipients may not use funds to purchase vehicles;
- Recipients may not use funds for reimbursement of pre-award costs;
- Recipients may supplement but not supplant existing state or federal funds for activities described in the budget.

TERM

1. The terms of this agreement will commence on July 1, 2017 and continue in full force and in effect until June 30, 2022. This agreement will have a final end date of June 30, 2022, unless terminated sooner as provided herein.
2. Either Party may terminate this Agreement upon providing 30 days prior written notice of the intended date of termination. Termination of agreement would include the timely return of HPP-associated funds and equipment. Should the HCC Member elect to terminate this Agreement and such termination is not the result of a material breach of this agreement by the HCC Member shall bear the costs of the return of any unused HPP funds and all preparedness equipment and supplies to CBRAC. In all other circumstances, including the HCC Member decision to not renew this agreement beyond the term set forth herein, the HCC Member shall bear the costs of the return of any unused HPP funds and all preparedness equipment and supplies to CBRAC.
 - (a) The Subcontractor/Participating Healthcare Coalition Member may retain preparedness equipment and supplies received as part of the HPP, with conditions as follow below. In order to do so, the Healthcare Coalition Member must agree to:
 - (i) Certify in writing that the Healthcare Coalition Member will continue to fulfill an active role with DSHS – EMTF 11, the local or regional emergency management system or response plan and continue to be a Healthcare Coalition Member in the community.
 - (ii) Should the terminating Healthcare Coalition Member elect to fully disassociate from the HPP program, then all received supplies and equipment including equipment purchased by the Healthcare Coalition Member and the Healthcare Coalition Member received reimbursement as part of the HPP program, must be returned at the Healthcare Coalition Member's expense to CBRAC.
 - (iii) Healthcare Coalition Member ceases operations and/or no longer a Healthcare Coalition Member, experience business closure, bankruptcy proceedings, otherwise meets the provisions of section 2, ii, the Healthcare Coalition Member will immediately notify CBRAC. Then all received supplies and equipment including equipment purchased by the Healthcare Coalition Member and the Healthcare Coalition Member receive reimbursement part of the

HPP program and retained by that Healthcare Coalition Member, as designated on property transfer documents, and which are determined by CBRAC as retaining value to the HPP program, must be returned at that Healthcare Coalition Member expense to CBRAC.

- (b) The Healthcare Coalition Member which ceases operations and/or is no longer a Healthcare Coalition Member, including business closure or bankruptcy proceedings, shall notify CBRAC immediately and arrange for the transfer or return of all funds, received supplies, and equipment including equipment purchased by the Healthcare Coalition Member and received reimbursement as part of the HPP program, must be returned. Such transfer of equipment shall be accompanied by closure inventory and transfer documentation.
- 3. The Healthcare Coalition Member which experiences a change in ownership or similar circumstances, which invalidates the previous commitment to the HPP as agreed herein, shall notify CBRAC of this change in status. The Healthcare Coalition Member may continue to participate in the program by submission of this agreement and the accompanying mutual aid agreement, under new signature to CBRAC. Failure to submit a new agreement in a timely manner shall be considered as a termination indicated in section 2.i above.
- 4. The Healthcare Coalition Member must have an executed agreement with Coastal Bend Regional Advisory Council (CBRAC) to participate with the Department State Health Services - Emergency Medical Task Force 11(DSHS – EMTF 11) or enter into an agreement with CBRAC to participate with the DSHS - EMTF 11 within ninety days of this executed agreement with CBRAC. If the Healthcare Coalition Member does not enter into an agreement with CBRAC to participate with DSHS – EMTF 11 or does not maintain an active agreement with CBRAC to participate with DSHS – EMFT 11, then all received supplies and equipment including equipment purchased by the Healthcare Coalition Member and Healthcare Coalition Member received reimbursement as part of the HPP program, must be returned at that Healthcare Coalition Member's expense to CBRAC or an agency / location within TSA's, T, U, or V as reasonably designated by CBRAC.
- 5. Ownership and, where applicable, title to all equipment and consumable supplies purchased by and/or funded by CBRAC with HPP funds and made available to Healthcare Coalition Member , shall vest with Healthcare Coalition Member subject to the Texas Department of State Health Services Contractor's Financial Procedures Manual provisions regarding closeout procedures and DSHS final determination and process requirements.

6. Any notice required or desired to be given under this agreement will be deemed given upon the earlier of:

Actual delivery, if by hand delivery, courier, electronic confirmation of delivery, if by facsimile, to the intended recipient or its agent;

OR

The third business day following deposit in the U.S. Mail, postage prepaid, certified or registered mail, return receipt requested to the respective addresses set out above, or to such other address as a Party shall specify in writing.

7. This agreement contains or references the entire agreement of the parties and supersedes any and all prior agreements, contracts and understandings, whether written or otherwise, between the parties relating to the subject matter herein.
8. The Healthcare Coalition Member may not assign any of its rights or obligations under this agreement without the prior written consent of CBRAC.
9. This agreement shall be governed by the laws of the State of Texas and performable in specified County, TX.
10. In the event the DSHS extends the time frame for the OASPR Year 18 contracts with CBRAC, CBRAC will notify the Memorandum of Agreement signatories of the extension in writing and this agreement will be extended to match the contract period extension(s).

I understand that signatories to the Agreement are subject to Federal *A-133* audits and other performance measures related specifically to expenditures of the OASPR funds.

By my signature, I attest to understanding the goals of OASPR Hospital Preparedness Program (HPP) will support and comply with the HPP Capabilities as displayed in this Agreement and its attachments.

Participating Healthcare Coalition Member. Please fill in all information below:

Agency/ Organization: City of Pharr – Emergency Management

Address: 118 South Cage

City, State, Zip: Pharr, Texas, 78577

HPP Representative: Ed Wylie / Daniel Ramirez

Name (please print): _____

Title: _____

Signature: _____

Date: _____

Coastal Bend Regional Advisory Council
PO Box 18460
Corpus Christi, TX 78480

Name: Hilary Watt

Title: Executive Director

Signature: _____

Date: June 22, 2017



AGENDA MEMORANDUM

BOARD: City Commission

AGENDA ITEM #: 8.C.

DATE SUBMITTED: February 14, 2018

MEETING DATE: February 19, 2018

FROM: Omar Anzaldua, City Engineer

DEPARTMENT: Engineering

DIRECTOR: Omar Anzaldua

Agenda Item: Consideration and action, if any, authorizing City Manager to negotiate and enter into a contract with R. Gutierrez Engineering Corporation for Professional Engineering Services for the West Las Milpas Road Reconstruction and Intersection Widening Project.

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason: N/A

Issue: The City of Pharr is requesting the authorization from City Commission on approving the City Manager to enter and negotiate a contract for Professional Engineering Services with R. Gutierrez Engineering Corporation for the for the West Las Milpas Roads Reconstruction and Intersection Widening Project.

Financial Consideration: Engineering Fee Estimate \$38,628

Staff Recommendation: Staff recommends approval and authorization to negotiate and enter into a contract with R.Gutierrez Engineering Corporation for Professional Engineering Services for the West Las Milpas Roads Reconcstruction and Intersection Widening Project.

Alternatives: N/A

ROUTING:

Omar Anzaldua

Created/Initiated - 02/14/2018

Omar Anzaldua

Approved - 02/14/2018

Sandra Zamora

New -

City Management Office

PROJECT AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES

THE STATE OF TEXAS

§

CITY OF PHARR

§

§

COUNTY OF HIDALGO

§

§

This AGREEMENT is between **R. Gutierrez Engineering Corporation**. (hereafter referred to as "ENGINEER"); and **City of Pharr**, (hereinafter referred to as the "CLIENT"). ENGINEER is hereby authorized to perform professional services in connection with **West Las Milpas Road Reconstruction and Intersection Widening Project**, hereinafter referred to as the Project.

Contract ID #: _____

Date: _____

CLIENT: City of Pharr, TX

Address: PO Box 1729, 118 S. Cage, Pharr, Texas 78577

Project: **West Las Milpas Road Reconstruction and Intersection Widening Project**

Project Location: Pharr, Texas

Section 1

General Scope of Services and Project Description

This AGREEMENT is based on providing the following services for the Project as described in Exhibit A-Scope of Services. Should a conflict arise between the terms and conditions contained within this AGREEMENT and the Scope of Services, this AGREEMENT shall govern.

NOTICE: ENGINEER acknowledges that it is aware of local ordinances and other restrictions that may apply within the Project location area. It also acknowledges having received a copy of and understood the applicable provisions and restrictions contained within Resolution R-2010-06.

Section 2

Representations and Warranties

By executing this AGREEMENT the undersigned representatives warrant, and claim that they are authorized to approve the transaction and provisions provided herein, and further authorized to bind the represented party to this AGREEMENT. Any amendment to any term shall comply with provisions contained in this AGREEMENT related to changes of terms or conditions, or amendments thereof.

Section 3

Engineer Insurance and Indemnification

3.1 ENGINEER will maintain throughout this AGREEMENT the following insurance: workmen's compensation insurance coverage, employer's liability, and comprehensive general liability insurance coverage. CLIENT will be named as an additional insured with respect to ENGINEER's liabilities hereunder in insurance coverage as mentioned above and ENGINEER waives subrogation against CLIENT as to said policies.

(a) Type of policies and coverage.

- (1) *General Liability Coverage.* Engineer shall maintain commercial general liability insurance in an amount not less than \$1,000,000 per occurrence for bodily injury, personal injury and property damage. If the form of insurance with a general aggregate limit is used, either the general aggregate limit shall apply separately to the work to be performed under this AGREEMENT or the general aggregate limit shall be at least twice the required occurrence limit.
- (2) *Automobile Liability Coverage.* Engineer shall maintain automobile liability insurance in an amount not less than \$1,000,000 combined single limit for each occurrence, for bodily injury and property damage.
- (3) *Workers' Compensation and Employer's Liability Coverage.* Engineer shall maintain workers' compensation insurance as required by the State of Texas and employer's liability insurance in an amount not less than \$1,000,000 per occurrence, for any and all persons employed by Engineer in connection with the performance of services under this AGREEMENT.
- (4) *Professional Liability Coverage.* Engineer shall maintain professional errors and omissions liability insurance in an amount not less than \$1,000,000 per claim, covering negligent acts, errors or omissions which may be committed by Engineer and/or any of Engineers agents,

employees, and personnel acting in furtherance of its services under this AGREEMENT.

(b) Endorsements. Each general liability and automobile liability insurance policy shall contain, or be endorsed to contain, the following provisions to the extent applicable to each insurance policy:

- (1) The CLIENT, its officers, officials, employees, agents and volunteers are to be covered as additional insureds as respects: liability arising out of activities performed by or on behalf of Engineer; products and completed operations of Engineer; premises owned, occupied or used by Engineer; or automobiles owned, leased, hired or borrowed by Engineer. The coverage shall contain no special limitations particular to the scope of protection afforded to CLIENT, its officers, officials, employees, agents or volunteers.
- (2) For any claims related to the Project subject to Article 3.4 of this Agreement, Engineer's insurance coverage shall be primary insurance as respects the CLIENT, its officers, officials, employees, agents and volunteers. Any insurance maintained by CLIENT, its officials, employees, agents or volunteers shall be excess of Engineer's insurance and shall not contribute with it.
- (3) Any failure of ENGINEER to comply with reporting or other provisions of the policies including breaches of warranties shall not affect coverage provided to CLIENT, its officers, officials, employees, or volunteers.
- (4) Engineer's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.
- (5) Engineer's insurance coverage required and set forth in this Section 3 shall be endorsed in such a manner so as to not be suspended, voided, canceled or reduced in coverage or in limits except after thirty (30) days' prior written notice of cancellation or non-renewal and ten (10) days' notice for non-payment of premium. Notice to the CLIENT must be made by certified mail, return receipt requested.
 - (a) Deductibles. Any deductibles must be declared to and approved by CLIENT. At CLIENT's option, Engineer shall demonstrate financial capability for payment of such deductibles or self-insured retentions.
 - (b) Acceptability of Insurers. Insurance is to be placed with insurers having a current A.M. Best rating of no less than A, unless otherwise approved by CLIENT in writing.

- (c) *Verification of coverage.* Engineer shall provide certificates of insurance with copies of original endorsements to CLIENT as evidence of the insurance coverage required by this AGREEMENT. Certificates of such insurance shall be filed with CLIENT before commencement of work by Engineer. At the request of CLIENT, Engineer shall provide complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by this AGREEMENT.

3.2 The ENGINEER shall indemnify and hold harmless CLIENT, CLIENT's officers, officials, city engineers, directors, members, managers, employees, and CLIENT's Consultants from and against any and all costs, losses, and damages (including but not limited to all fees and charges of ENGINEERS, attorneys, and other professionals, and all court or arbitration or other dispute resolution costs) arising out of delays of performance.

3.3 The ENGINEER agrees that it shall, at ENGINEER's sole expense, indemnify and hold harmless the CLIENT against liability for damage to the extent that the damage is caused by or results from an act of negligence, intentional tort, intellectual property infringement, or failure to pay a subcontractor or supplier committed by the indemnitor or indemnitor's agent, consultant under contract, or another entity over which the indemnitor exercises control. ENGINEER shall reimburse CLIENT reasonable attorney's fees.

Section 4

Termination

4.1 This contract will take effect immediately upon approval of both parties and terminate automatically at the completion of the project in accordance with the time schedule set forth in Exhibit B-Work Schedule or as otherwise allowed herein. Upon termination of the AGREEMENT, the obligations of each of the respective parties shall cease immediately except as herein provided otherwise. Upon the expiration of this contract, the contract may be renewed only with the consent of the City of Pharr Board of Commissioners.

4.2 This AGREEMENT may also be terminated for convenience on fifteen (15) days written notice, or for cause if either party fails substantially to perform through no fault of the other and does not attempt to cure any deficiency related to nonperformance no later than five (5) days following receipt of any written notice of deficiency. Termination may occur if it can reasonably be inferred by information exchanged that an anticipated breach will occur. Upon such anticipatory breach, the non-breaching party may immediately file a claim on bond or other necessary action so as to avoid harm, injury, and damages including delays.

4.3 If this AGREEMENT is terminated by CLIENT with cause or by ENGINEER without cause; the ENGINEER shall be paid the reasonable value of services performed by the ENGINEER prior to termination date. Expenses related to the PROJECT will be paid accordingly upon receiving invoices, timesheets and ENGINEER's requests for payment for all expenses and services arising from work performed and expenses incurred prior to the date of termination. ENGINEER shall have thirty (30) days to submit its final request for payment from the date of termination along with all appropriate documentation in support of same. No other expenses related to this PROJECT or agreement prior to termination date will be paid. CLIENT shall have the right to review all expenses, if questions arise concerning expenses, no payment will be made until AGREEMENT is reached between CLIENT and ENGINEER. The parties are also bound by applicable state or federal requirements related to the use or payment of fees and expenses.

4.4 As CLIENT is a governmental entity, it is at all times subject to the budgetary considerations of any given year as well as changes that may occur during each fiscal year. If at any time the CLIENT believes that due to budgetary considerations it is no longer able to perform under this AGREEMENT, CLIENT shall provide written notification of its termination of the AGREEMENT, which shall be effective immediately upon notification. Upon termination of AGREEMENT, the obligation of each the respective parties shall cease immediately pursuant to Tex. Loc. Govt. Code Ann. §271.903.

4.5 Pre-Litigation Alternative Dispute Resolution Requirement. Except under an anticipatory breach, prior to the filing of any cause of action by either party in any court of competent jurisdiction, the claiming party shall make an attempt to refer any dispute to mediation. Upon acceptance by the non-claiming party, the parties shall mutually appoint a qualified mediator and thereafter schedule and participate in mediation.

Section 5

Professional Services Fee

5.1 The fee for providing the Scope of Services as described in **Exhibit C-Fee Estimate**.

5.2 For all services to be performed by ENGINEER under this AGREEMENT, ENGINEER shall be paid the amounts set forth in **Exhibit C-Fee Estimate** according to the completion of each task. In no event shall ENGINEER's total compensation exceed the sum of **(\$38,628) Thirty Eight Thousand Six Hundred and Twenty Eighty Dollars** without additional written authorization from CLIENT. Payment by CLIENT under this AGREEMENT shall not be deemed a waiver of defects, even if CLIENT knew such defects at the time of payment.

Section 6

Reimbursable Expenses

6.1 Reimbursable expenses shall be approved by CLIENT before charges are rendered. Reimbursable expenses are in addition to the Professional Services Fee and will be invoiced at their direct cost plus five percent (5%). Reimbursable expenses include Reproduction of Documents; any other disbursements and expenses made on behalf of the CLIENT; with the CLIENT's approval. A reimbursable expense does not include

postage, FedEx, UPS, DHL or any overnight delivery services. ENGINEER or ARCHITECT or any CONTRACTOR is not authorized to claim on behalf of service or goods providers or any sub-contractor liquidation or consolidation of claims for expenses and cost amounts that were invoiced and paid by CLIENT directly to ENGINEER, ARCHITECT or any CONTRACTOR.

6.2 The CLIENT or any duly authorized representative of the funding agency shall have access to any books, documents, papers and records of the ENGINEER which are directly pertinent to this project for the purpose of making audit, examination, excerpts, and transcriptions.

Section 7

Application for Payments (Invoices)

7.1 Payment in full of all invoices is due within thirty (30) business days after approval of CLIENT, only original invoices will be accepted, no faxes or copies of invoice(s) will be accepted for payments. If CLIENT objects to all or any portion of invoice(s), CLIENT shall notify ENGINEER, in writing, within 10 days of the nature of such objection and the amount in dispute. CLIENT shall pay when due the portion of the billing, if any, which is not in dispute. The ENGINEER and CLIENT will make every effort to settle the disputed invoice(s) through good faith negotiations.

Section 8

Qualifications on Obligation to Pay

8.1 CLIENT shall not be obligated to make payment to ENGINEER in the event one or more of the following conditions are in existence:

8.2 ENGINEER is in default of any of its obligations hereunder or otherwise is in default under this AGREEMENT or any of the Contract documents and CLIENT has provided written notice of such alleged default and provided ENGINEER a reasonable opportunity to cure.

8.3 Any part of such payment is attributable to services which are not performed in accordance with this AGREEMENT; for which CLIENT has provided written notice of such non-conformance to ENGINEER and provided ENGINEER a reasonable opportunity to cure; provided however, such payment shall be made as to the part thereof attributable to services which were performed in accordance with this AGREEMENT;

8.4 ENGINEER has failed to make payment promptly to Engineers or other third parties used in connection with the services for which CLIENT has made payment to ENGINEER;

8.5 If CLIENT, in its good faith judgment, determines that the portion of the compensation then remaining unpaid will not be sufficient to complete the services in accordance with this AGREEMENT, the CLIENT shall provide ENGINEER with written notice in reasonably sufficient detail of its basis for withholding payment and the portion of services CLIENT deems sufficient for payment to resume; no additional payments will be due ENGINEER hereunder unless and until ENGINEER, at its sole cost, performs a sufficient portion of the Services so that such portion of the compensation then remaining unpaid is determined by CLIENT to be sufficient to so complete the services;

8.6 No partial payment made hereunder shall be or construed to be final acceptance or approval of that part of the services to which such partial payment relates or relieves ENGINEER of any its obligations hereunder with respect thereto;

8.7 ENGINEER shall promptly pay all bills for labor performed and materials furnished by others in connection with the performance of the services.

8.8 ENGINEER acknowledges that ENGINEER's skill and expertise is a material consideration for CLIENT entering into this AGREEMENT. ENGINEER shall not assign, subcontract or delegate to any other party the performance of any to be rendered by ENGINEER under this AGREEMENT without prior written approval of CLIENT. If CLIENT consents to any subcontracting of work, ENGINEER shall be fully responsible to CLIENT for all acts or omissions of the sub-consultant (s).

Section 9

Final Payment

9.1 Final Payment After final completion of the work and acceptance thereof by CLIENT, ENGINEER shall submit a final invoice "Final Invoice" which shall set forth all amounts due and remaining unpaid to ENGINEER and upon approval thereof by CLIENT, CLIENT shall pay to ENGINEER the amount due "Final Payment" under such Final Invoice in accordance with Section 7 and 8.

9.2 WAIVER. The making of the Final Payment shall constitute a waiver of all claims by the CLIENT except those arising from (1) faulty or defective services appearing after completion of the Work, (2) failure of the services to comply with the requirements of this AGREEMENT or the Contract documents or the Scope of Services or (3) terms of any special warranties required by this AGREEMENT or provided by law or in equity. The acceptance of Final Payment shall constitute a waiver of all claims for payment by the ENGINEER except those previously made in writing and identified by the ENGINEER as unsettled at the time of the Final Invoice for payment.

Section 10

Ownership and Reuse of Documents

10.1 The CLIENT will be entitled to retain ownership of the Project Documents. The CLIENT will retain original documents (Plans and Specifications, drawing, designs, invoices, subcontractor invoices, hourly time sheets, sub-contracts, and survey notes) developed in connection with services performed, CLIENT shall have sole right to use such materials at its discretion without further compensation to ENGINEER or to any other party. The ENGINEER may retain reproducible copies of such documents. The CLIENT will require copies of all final electronic (DWF, AutoCAD and pdf format) drawings of the Final PROJECT Construction Plans. CLIENT hereby agrees, to the extent permitted by law, to defend, indemnify, and hold ENGINEER harmless from any claim or liability for injury or loss allegedly arising from the CLIENT'S reuse of the project documents for any other project not related to this Project.

10.2 As-built drawings will be required to be signed and seal at the end of the project and will be required to submit one set of 11" x 17" drawings. The CLIENT will also require copies of any final electronic (DWF, AutoCAD and pdf format) drawings of the Final PROJECT As-Built Construction Plans.

Section 11

Other Conditions or Services

11.1 Notwithstanding anything to the contrary contained in this AGREEMENT, CLIENT and ENGINEER agree and acknowledge that CLIENT is entering into this AGREEMENT in reliance on ENGINEER's experience and abilities with respect to performing the Services outlined in the Scope of Services. ENGINEER represents to CLIENT that ENGINEER will use its best efforts, skill judgment and abilities to manage the project and to further the interests of CLIENT in accordance with CLIENT's requirements and procedures, in accordance with all applicable national, federal, state, and municipal laws, regulations, codes, ordinances, orders, and with those of any other body having jurisdiction.

11.2 ENGINEER must perform its services (1) with the professional skill and care ordinarily provided by competent engineers practicing in the same or similar locality

and under the same or similar circumstances and professional license; and (2) as expeditiously as is prudent considering the ordinary professional skill and care of a competent engineer.

11.3 The ENGINEER represents, covenants and agrees that the person directly in charge of the professional ENGINEER work is duly registered under applicable Texas Law.

11.4 The CLIENT and ENGINEER agree that certain increased cost and changes may be required because of design errors or omissions in the drawings and specifications prepared by the ENGINEER. In evaluating design errors and omissions related to underground utility work, conflicts due to insufficient knowledge of underground pipe locations, abandoned pipes unknown to designer or other conflicts related to city owned and third party utilities shall not be considered design errors or omissions unless such conflicts should have reasonably been known by ENGINEER. ENGINEER shall make every effort to contact all underground utilities to indicate the location of their fixtures with the project area, ENGINEER shall keep documentation that such effort were made and will be require to turn over such documentations upon request of CLIENT, calling DIGTESS or 811 or One-Call center for Utilities location does not constitute effort from ENGINEER. The CLIENT will provide ENGINEER information of their underground facilities.

11.5 The CLIENT understands and agrees that ENGINEER's contractual duties related to identifying the existence and general location of existing utilities within the project limits will be as follows: 1.) ENGINEER will contact known public and franchise utilities owners that serve the project area and request that such utilities owners provide record drawings identifying such utilities; 2.) ENGINEER will maintain documentation of contacts with utilities contacted and ENGINEER agrees to provide CLIENT with electronic copies of same upon request by the Client; 3.) ENGINEER/ENGINEER'S REPRESENTATIVE will visit the project location and use reasonable efforts to identify observed utilities and other visible markers which will be recorded on the project documentation; and 4.) ENGINEER will engage the services of a utility location service provider, which may be DIGTESS, and include the information provided by same in the project documentation. ENGINEER will use reasonable and customary efforts to identify known and observed underground utilities utilizing the methodologies identified above which will constitute a good faith effort by ENGINEER. CLIENT acknowledges that unknown, unidentified and unrecorded underground utilities that may be encountered during construction activities, assuming that ENGINEER has performed the steps identified above, shall be considered as unforeseen conditions.

11.6 Where a change order to the construction contract is caused by a design error or omission committed by ENGINEER and the cumulative cost of all such changes orders exceeds two percent (2%) of the original construction contract amount, ENGINEER shall be obligated to reimburse CLIENT for one hundred percent (100%) of such excess cost. The formula of such reimbursement is as follows: [Cost of Design Error or

Omission Change Orders] - [Original Construction Contract Amount x 0.02] = Required Reimbursement to CLIENT. ENGINEER shall not be required to reimburse CLIENT if cumulative cost of design error change order(s) does not exceed two percent of the original construction contract amount.

Section 12

Special Provisions

12.1 This document constitutes the entire AGREEMENT between the CLIENT and ENGINEER and may be modified only by AGREEMENT of both parties. All modifications will be in the form of an amended written AGREEMENT.

12.2 If either party should default (the "Defaulting Party"), the non-defaulting party may be awarded its damages and/or specific performance for such default including attorney's fees. A subsequent determination by a court of law of this State that any substantive portion of this AGREEMENT is illegal or unenforceable shall not affect the remaining portions of this AGREEMENT.

12.3 The parties agree that venue shall lie in Hidalgo County, Texas, and further agree that Texas laws shall apply.

AGREED AS TO SUBSTANCE AND FORM

**R. Gutierrez Engineering Corporation
130 East Park Avenue
Pharr, TX 78577
Ramiro Gutierrez, P.E.**

ENGINEER

By: _____
Signature

ENGINEER

SIGNED on this the _____ day of _____, 20 ____.

Juan Guerra
City Manager
City of Pharr, Texas

SIGNED on this the _____ day of _____, 20 ____.

LAS MILPAS RD / CAGE BLVD INTERSECTION
(LEFT TURN LANE ADDITIONS PAVEMENT RECONSTRUCTION)

DIRECT LABOR:	Estimated Hours		Hourly Rate	Estimated Cost	Totals
(PROFESSIONAL SERVICES)					
Principal	15		\$308.48	\$4,627	
Project Manager	31		\$174.85	\$5,420	
Engineer-In-Training	53		\$68.98	\$3,656	
Sr. Design Tech	84		\$86.74	\$7,286	
Design Tech	0		\$77.83	\$0	
Construction Inspector	0		\$73.77	\$0	
R.P.L.S.	1		\$60.00	\$60	
3 Man Survey Crew	12		\$176.42	\$2,117	
Clerical	6		\$76.80	\$461	
Sub-Total:	202				\$23,627
PROFESSIONAL SERVICES FEE TOTAL:					23,627
OTHER DIRECT COSTS:	Quantity	Unit	x Rate =	Estimated Cost	
Traffic Signal Design Services	1	LS	\$13,000.00	\$13,000	
Administrative Fee (15%)	0.15	LS	\$13,000.00	\$1,950	
Mileage (12 Mi per Round Trip)	84	Mi	\$0.60	\$50	
Other Direct Cost Total:					15,000
ENGINEERING SERVICES FEE TOTAL:					38,628

Attachment No. 1

Scope of Services

The following provides an outline of the services to be provided by the Engineer in the development of the Project.

The Engineer will provide engineering services for developing plans, specifications, and estimate for the reconstruction and widening of Las Milpas Road, from Cage Boulevard, east approximately 500-feet and west approximately 500-feet for the addition of a left turn lane at these two locations. The work will include plans for modifying the traffic signal.

The plans for the traffic signal modifications will include providing new steel strain poles to clear the roadway widening, re-cabling of existing signal heads, new vehicle detection loops on new pavement, and other signal equipment upgrades that may be required.

Coordination with utility companies for relocation of their facilities is also included in this scope.

Task A – Preliminary Design

The Engineer will perform the following tasks:

- Review existing conditions and develop design criteria
- Coordinate Proposed Work with TxDOT
- Conduct Survey of Existing Conditions
- Develop Preliminary Schematic of Pavement Widening, Striping, Traffic Signal Pole Relocations, and Pavement Reconstruction
- Develop Preliminary Traffic Control Plan
- Develop Preliminary Construction Cost Estimate
- Submit Preliminary Engineering Schematic to City and TxDOT for review

Task B – Final Design

The Engineer will perform the following tasks:

- Develop Intersection Layouts with Pavement Widening and Traffic Signal Pole Relocations
- Develop Details of Pavement Widening, Striping, Traffic Signal Pole Relocations, and Pavement Reconstruction
- Develop Final Traffic Control Plan
- Develop Specifications, Bid Proposal & Bid Documents
- Develop Final Construction Cost Estimate

Task C – "As-Built" Drawings

The Engineer will develop the following:

- Provide "As-Built" Drawings of Project on DWG

Note the following:

- Geotechnical Investigation and Pavement Design will be provided by the City of Pharr.
- Traffic studies or analysis is not part of this scope.

Attachment No. 2
Time Schedule

Task A – Preliminary Design – 30 days

Task B – Final Design – 30 days *

Task C – “As-Built” Drawings – 5 days (after construction completion)

* Note: Adjustment of utilities can cause a delay to this schedule and delay the actual bidding date for the project.

Attachment No. 3
Fee Schedule

Payment shall be based on each task completed:

Task A – Preliminary Design – \$ 11,208.00

Task B – Final Design – \$ 23,678.00

Task C – “As-Built” Drawings – \$ 3,742.00

Total Lump Sum Amount – \$ 38,628.00



AGENDA MEMORANDUM

BOARD: City Commission

AGENDA ITEM #: 8.D.

DATE SUBMITTED: February 16, 2018

MEETING DATE: February 19, 2018

FROM: Marcela Beas, Administrative Assistant

DEPARTMENT: PEDC II

DIRECTOR: Victor Perez

Agenda Item: Consideration and action, if any, on Project Mountain Top.
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Classification: Closed Session

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason:

Issue: This item will be discussed in executive session

Financial Consideration:

Staff Recommendation:

Alternatives:

ROUTING:

Marcela Beas
City Management Office

Created/Initiated - 02/16/2018
Final Approval - 02/16/2018