

**REGULAR MEETING
TOLL BRIDGE BOARD
HELD ON APRIL 18, 2018, AT 12:00 P.M.
CITY HALL, 118 S. CAGE BLVD., 2ND FLOOR, PHARR, TEXAS**

On the 18th day of April 2018, the Toll Bridge Board met in a regular Bridge Board Meeting. Following is the record of attendance.

MEMBERS PRESENT: Edgar Delgadillo, Chairman
Larry Hernandez, Vice-Chairman
Prajeres Gutierrez, Secretary
Artemio Palacios, Member
Tony Martinez, Member

MEMBER ABSENT: None

**EX-OFFICIO MEMBER
PRESENT:** None

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

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

OTHER PRESENT: Ed Wylie, Deputy City Manager
Patricia Rigney, City Attorney
Karla Moya, Finance Director
Omar Anzalduas, City Engineering
Lauro Garza, CBP
David Moreno, CBP
Pete Macias, CBP
Hollis Rutledge, Governmental Affairs
Ezequiel Ordonez, Bridge Liaison
Sgt. Juan Sanchez, Bridge PD

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

1. Roll Call-Excuse absent members.
2. Pledge of Allegiance/Invocation.

3. Public Comments.
4. Consideration and action on approval of minutes-March 21, 2018.
5. Crossings and revenues comparison for March 2018.
6. Expenditures report for March 2018.
7. Project engineer report.
8. Director's Administrative Report.
9. **EXECUTIVE SESSION**
10. **RECONVENE**
11. Adjournment.

A. CALL TO ORDER:

ITEM "1": ROLL CALL-EXCUSE ABSENT MEMBERS

Chairman Delgadillo called the meeting to order. All members were present during roll call. Chairman Delgadillo moved to the next item.

ITEM "2": PLEDGE OF ALLEGIANCE/INVOCATIONS

Chairman Delgadillo introduced the item. Mr. Fred Brouwen, Director of Operations led them in the Pledge of Allegiance and in prayer. Chairman Delgadillo moved to the next item.

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

ITEM "3": PUBLIC COMMENTS

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

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

**ITEM “4”: CONSIDERATION AND ACTION ON APPROVAL OF MINUTES-
MARCH 21, 2018**

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

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

ITEM “5”: CROSSING AND REVENUES COMPARISON FOR MARCH 2018

Chairman Delgadillo introduced the next item. Mr. Brouwen, Director of Operations stated that for the month of March total crossings were 113,577, which shows a decrease of -13,947 vehicles or -10.94% compared to last year. Mr. Brouwen stated that total crossing for cars were 62,233 cars, which shows a decrease of -12,167 cars or -16.35%. Mr. Brouwen then showed a car crossing comparison from other bridges across the board. Mr. Brouwen reported that total truck crossings for the month of March were 51,344, which shows a decrease of -1,780 trucks or -3.35% increase in trucks. Several discussion then took place regarding the crossings. Mr. Brouwen reported that northbound crossings for the month of March were 56,001, which shows an increase of 1,045 trucks or 1.83% increase in trucks. He added that for the Agriculture for the month of March they had a total of 17,852 trucks, which represents a 32% of all imports from Mexico to the U.S. Mr. Brouwen stated that total revenue collected for the month of March were \$1,184,114, which shows a decrease of -\$50,300 or -4.07% in revenues. Chairman Delgadillo moved to the next item.

ITEM “6”: EXPENDITURES REPORT FOR MARCH 2018

Chairman Delgadillo introduced the next item. Ms. Karla Moya, Finance Director stated that there is nothing out of the ordinary expenditures are overall within budget. She stated that the revenues compared to last year even through the crossings have been decreasing as Mr. Brouwen mentioned, they are still 1% higher compared to last year and still within budget. She added that that means budget wise they have not lost any cash collection, so that is good news other than that nothing out of the ordinary on the expenditures side, everything is actually below budget as of March 2018. Several discussions then took place regarding the adjustments and STAC. Chairman Delgadillo moved to the next item.

ITEM “7”: PROJECT ENGINEER REPORT

Chairman Delgadillo introduced the next item. Mr. Omar Anzaldúa, City Engineer stated that just to give them an update on some of the projects. He stated that

the first project is the bridge building expansion project, they did receive bids a couple of weeks ago and they came in just over about nine-hundred thousand, which was within their budget. He added that they are waiting on the recommendation from the architect to recommend whose going to get the award project. He stated that there was three low bidders, so they are reviewing all their qualifications and all the backgrounds to make sure they recommend the right one, so that should be at the city commission on May 7th. Mr. Anzaldua stated that the next project is the FY15 Donations Acceptance Program, which is the northbound lanes and the second BSIF exit. He stated that they met with CBP yesterday to go over the 90% submittal, so they are looking to get to 100% in the next month and go through that donations acceptance agreement review process with legal and that takes a couple of months as well and their letting date for that is shooting for August of 2018 to let that project out. He added that then they have the FY16 Donations Acceptance Program, which is the Ag lab, Cold Inspection facility and the Dry Dock, that one is about 50% right now and should have a 60% formal submittal from the architect/engineer in May and they'll submit that to CBP for comments and they'll go through the review process, and that is where they are at on these projects. Chairman Delgadillo moved to the next item.

ITEM "8": DIRECTORS ADMINISTRATIVE REPORT

Chairman Delgadillo introduced the next item. Mr. Fred Brouwen, Director of Operations for Pharr Bridge stated that at this time they would go in to executive session. Chairman Delgadillo moved on to the next item.

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

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

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

Chairman Delgadillo reconvened the meeting to regular session at 1:05pm and stated that there are no action items. Mr. Fred Brouwen, Director of Operations for Pharr Bridge stated that on April 25-26, they will be having a two day, four session BridgeConnect Trade Seminar on ACE/Inbond and they are all invited to attend any of the four sessions. Chairman Delgadillo moved to the next item.

G. ADJOURNMENT:

ITEM "10": ADJOURNMENT

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

APPROVED AS SUBMITTED:

ATTEST:

EDGAR DELGADILLO, CHAIRMAN

PRAJERES GUTIERREZ, SECRETARY

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

ON THE 18th DAY OF APRIL 2018, the Toll Bridge Board convened in a Regular Meeting at the Pharr International Bridge, the meeting being open to the public and notice of said meeting, giving the date, place and subject thereof, having been posted to the public and notice of said meeting, given in accordance to Chapter 551, of the Texas Government Code, (Open Meetings Act) and their being present a quorum, **I, VANESSA GUZMAN, BRIDGE ADMINISTRATIVE ASSISTANT**, of the City of Pharr, Texas, certify that this is a true and correct copy of the minutes.

VANESSA GUZMAN, BRIDGE
ADMINISTRATIVE ASSISTANT

DATE APPROVED: _____
Word/C:BoardMeetings/BoardMtgMinutes4-18-18