



**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, NOVEMBER 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. PROCLAMATIONS:

A) Proclamation proclaiming National Running Safety Month.
(ADMINISTRATION)

3. 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.

4. CITY MANAGER'S REPORTS: *(City Manager's Administrative Reports and discussion, if any, with governing body. The City Manager may also assign a designated spokesperson for any particular listed topic)*

- A) Submission of Sales Tax Collection Report for November 2018.
- B) Submission of Property Tax Collection Report for October 2018.
- C) City Events of Interest.

5. 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) Consideration and action on sponsorship in the amount of \$3,000 for the Annual Renaissance Cancer Foundation Gala to be held on Sunday, December 2, 2018. (ADMINISTRATION)
- B) Consideration and action on sponsorship in the amount of \$300 for Rolando Pacheco McAllen Ballet for advertising in their Christmas Carol Production Program Book. (ADMINISTRATION)
- C) Consideration and action on request from Raul Longoria Elementary for street closures for school fundraiser and request assistance from Pharr Police Department for traffic/safety control. (POLICE)
- D) Consideration and action on request from the Rotary Club of Pharr to waive rental fees of the Pharr Events Center on Wednesday, December 12, 2018 from 8:30 a.m. - 3:30 p.m. for their Annual Special Needs Christmas Party. (EVENTS CENTER)
- E) Consideration and action on Development Services Cases:
 - 1. Gabriela's Heavenly Wings, d/b/a Wingstop Restaurant, 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 being Lot 2, Pleasanton Subdivision, Pharr, Hidalgo County, Texas. The property's physical address is 2211 South Cage Boulevard, Suite 105. **CUP#100934**

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2. Topgolf USA Pharr, LLC., 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 1.27 acre tract of land, more or less out of Lot 3, Pharr Citrus Orchard Co. Subdivision, Pharr, Hidalgo County, Texas. The property is located within the 1900 Block of West Interstate Highway 2. **CUP#170846**

3. Dannenbaum Engineering Company – McAllen, LLC, representing Lynn Tract, LP, a Texas Limited Partnership, has filed with the Planning and Zoning Commission a request for a change of zone for the following tracts of land: Tract 1: A 0.727 acre tract of land out of Lot 203, Kelly Pharr Subdivision, Pharr, Hidalgo County, Texas; Tract 2: A 6.788 acre tract of land out of Lot 202 and 203, Kelly Pharr Subdivision, Pharr, Hidalgo County, Texas; Tract 3: A 5.360 acre tract of land out of Lot 203, Kelly-Pharr Subdivision, Pharr, Hidalgo County, Texas. **COZ# 181069**

4. Maria Isabel Aranda has filed with the Planning and Zoning Commission a request for a change of zone from Single-Family Residential District (R-1) to Neighborhood Commercial District (N-C). The property is legally described as being Lots 16 & 17, Block 10, Evans Subdivision No. 4, Pharr, Hidalgo County, Texas. The property's physical address is 253 West Thomas Road. **COZ#181070**

5. Quinta Real Events, LLC has filed with the Planning and Zoning Commission a request for 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 0.18 acre tract of land, more or less, out of Lot 1 and 2, save and except the S32' out of Lot 2, Sing's Subdivision, Pharr, Hidalgo County, Texas. The property's physical address is 2620 South Gardenia Street. **CUP#180864**

PLATS:

1. Melden & Hunt, Inc., representing Larry Schneier, Senior V.P., of Pharr Terminals LLC, is requesting preliminary and final plat approval of the proposed Tri-National Subdivision. The property is legally described as being a Resubdivision of 2.574 acres out of Lot 100, Kelly-Pharr Subdivision, Pharr, Hidalgo County, Texas. The property is located within the 200 Block of East Nolana Loop (FM 3461). **SUB#181032**

2. Melden & Hunt, Inc., representing Beatrice Quesada, Owner, is requesting final plat approval of the proposed Quesada Plaza Subdivision. The property is legally described as being a Resubdivision of 0.380 of one acre out of Lot 99, Kelly-Pharr Subdivision, Pharr, Hidalgo County, Texas. The property is located within the 500 Block of East Nolana Loop. **SUB#180614**

REGULAR AGENDA - OPEN SESSION:

6. ORDINANCES AND RESOLUTIONS:

A) Consideration and action, if any, on Ordinance amending Ordinance No. O-2015-28 (Public Comments). **(3rd and Final Reading)**
(ADMINISTRATION)

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B) Consideration and action, if any, on Ordinance amending Ordinance No. O-2010-30 revising and updating the Accounting Policies and Procedures. **(2nd Reading)** (FINANCE)

C) Consideration and action, if any, on Ordinance directing the City Manager to vacate, abandon, and close a portion of street Right-Of-Way being a portion of West Newcombe (Park) Ave., Pharr Original Townsite, Pharr, Hidalgo County, Texas. **(Adoption on 1st Reading)** (DEVELOPMENT SERVICES)

D) Consideration and action, if any, on Resolution entering into an agreement with the Texas Department of Transportation for closure of U.S. 281 (Cage Blvd.) from Old Business 83 to Kelly Ave. for the Annual Christmas Posada Event on December 1, 2018. (PUBLIC WORKS)

E) Consideration and action, if any, on Resolution authorizing City of Pharr expenditures, reimbursement itself from the proceeds of one or more tax-exempt financing for certain expenditures made and/or to be made in connection with the acquisition, construction and equipping of certain capital improvements. (FINANCE)

F) Consideration and action, if any, on Resolution authorizing application submission and commitment of local match and local overmatch for the "PSJA Tri-City Pedestrian Safety Improvements Project Phase II" under the Hidalgo County Metropolitan Planning Organization's (HCMPO) fiscal year 2019-2020 Transportation Alternatives Program (TAP). (ENGINEERING)

G) Consideration and action, if any, on Resolution authorizing and supporting the Lower Rio Grande Valley Development Council to submit a grant application to the Hidalgo County Metropolitan Planning Organization's (HCMPO) fiscal year 2018-2019 Transportation Alternatives Program (TAP) to support the Hidalgo County Active Mobility Plan. (ENGINEERING)

H) Consideration and action, if any, on Resolution authorizing and supporting the Lower Rio Grande Valley Development Council to submit a grant application to the Hidalgo County Metropolitan Planning Organization's (HCMPO) fiscal year 2018-2019 Transportation Alternatives Program (TAP) for the funding to support the Regional BCycle Bikeshare Program. (ENGINEERING)

7. ADMINISTRATIVE:

A) Consideration and action, if any, on nominations for the 2019 Rio Grande Valley Walk of Fame. (ADMINISTRATION)

B) Consideration and action, if any, authorizing City Manager to use The Interlocal Purchasing System (TIPS) Purchasing Cooperative to negotiate and approve a contract for site demolition work at the proposed Northside and Southside Downtown Parks. (PARKS)

C) Consideration and action, if any, on request for Residential Incentive Program for property legally described as being a 17.727 acres of land, more or less, being out of Lot 90, Kelly-Pharr Subdivision, Pharr, Hidalgo County, Texas. (DEVELOPMENT SERVICES)

8. CONTRACTS/AGREEMENTS:

A) Consideration and action, if any, authorizing City Manager to amend the contract with Ruben Escobar of Diseno, Inc. for Professional Architectural Services for the design of a Downtown Park. (Project #1718-01-522-S005-001) (PARKS)

B) Consideration and action, if any, authorizing City Manager to approve the amendment to the contract with Nextel of Texas, Inc. for the Frequency Reconfiguration Agreement. (IT)

C) Consideration and action, if any, authorizing City Manager to continue maintenance and support services agreement with Frontera Consulting for the South Pharr Pilot Wifi Project. (Project #1819-01-518-IPQ008-001) (IT)

D) Consideration and action, if any, ratifying award of Service Contract for Sludge Management Services with Denali Water Solutions. (Project #1718-60-582-S026-197) (PUBLIC UTILITIES)

9. LEGAL:

A) Consultation and action, if any, on Envirolite solutions. (ADMINISTRATION)

10. 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:*

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.

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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.

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.

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

12. 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 November 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).

AGENDA REGULAR MEETING
November 19, 2018



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

Hilda Pedraza
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: _____

WHEREAS, the City of Pharr, Texas joins the nation in recognizing November as “National Running Safety Month,” a month focused on increasing the public’s awareness of safety for runners and outdoor enthusiasts; and

WHEREAS, residents enjoy ideal running year-round. In the fall, with daylight savings time ending, low visibility creates safety concerns and our community is dedicated to ensuring that all residents who enjoy running and outdoor activities remain safe; and

WHEREAS, we urge all citizens and drivers to exercise caution while running outdoors, runners are encouraged to use flashlights, brightly colored clothing, wear reflective gear, run against traffic and stay on well lit paths; and

WHEREAS, the City of Pharr is committed to enhancing opportunities for safe, fun outdoor health and recreational activities, and creating a safe environment for our community outdoor enthusiasts, including runners, pedestrians, and bicyclists, including supporting the Regional Linear Park Project - a hike and bike trail that spans nearly eight miles across three cities and aims to improve safety for runners, pedestrians and bicyclists and provide linkages to parks, schools and communities in the area; and

WHEREAS, in commemoration of “National Running Safety Month,” the City of Pharr and Hidalgo County Precinct 2 will be hosting a groundbreaking ceremony to commemorate and unveil the Linear Parks Project’s innovative new safety features, including safety tunnels. The Groundbreaking Ceremony will be held at 11 am on November 28, 2018 in Pharr.

NOW THEREFORE, I, Ambrosio Hernandez, Mayor of the City of Pharr, Texas by virtue of the authority vested in me and on behalf of the Mayor and the City Commission, do hereby proclaim November 2018 as:

“National Running Safety Month”

IN WITNESS THEREOF, I have hereunto set my hand and caused the seal of the City of Pharr to be affixed on this 19th day of November 2018.



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 3.A.

DATE SUBMITTED: November 9, 2018

MEETING DATE: November 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 - 11/09/2018



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 3.B.

DATE SUBMITTED: November 9, 2018

MEETING DATE: November 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 - 11/09/2018



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 4.A.

DATE SUBMITTED: November 13, 2018

MEETING DATE: November 19, 2018

FROM: Karla Moya, Finance Director

DEPARTMENT: Finance

DIRECTOR:

Agenda Item: Submission of Sales Tax Collection Report for November 2018.

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 November 2018 (2nd month of City's Fiscal Year 2018-2019 but September's Sales Activity for FY 2017-2018) has shown an OVERALL POSITIVE trend in the amount of \$494,932 from this point last year, or an INCREASE of 14.59%

RGV SALES TAX COMPARISON

City of Pharr shows an INCREASE of 15.21% compared to last November collections, the City ranked No. 3 this month compared to 9 other cities in the Valley in sales collections compared to last period, AND ranked No. 1 in collections year to date.

GAAP BASIS

This is the 12th month (Month of Actual Sales) of the fiscal year 2017/2018; to date we are UP 9.41% which equate to \$1,608,003 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 - 11/13/2018
Karla Moya	Approved - 11/13/2018
Edward Wylie	Final Approval - 11/16/2018

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

	FY 12/13	FY 13/14	FY 14/15	FY 15/16*	FY 16/17	FY 17/18	FY 18/19	Difference FY 18/19 - FY 17/18
MONTH								
OCT.	\$ 1,095,758	\$ 1,095,399	\$ 1,175,133	\$ 1,281,269	\$ 1,317,281	\$ 1,374,342	\$ 1,565,305	\$ 190,962
NOV.	1,009,747	1,064,491	1,272,920	1,367,611	1,457,436	1,537,813	1,771,783	233,970
DEC.	1,065,676	1,151,064	1,255,599	1,306,892	1,379,834	1,363,639		
JAN.	1,065,003	1,166,651	1,231,604	1,224,656	1,317,066	1,502,050		
FEB.	1,132,199	1,301,266	1,403,486	1,508,184	1,570,000	1,712,515		
MAR.	1,014,839	1,090,660	1,244,493	1,250,428	1,300,217	1,405,923		
APR.	1,033,280	1,120,837	1,195,832	1,324,900	1,263,946	1,381,333		
MAY	1,207,076	1,332,207	1,457,421	1,625,843	1,644,947	1,646,964		
JUN.	1,075,570	1,239,819	1,424,397	1,429,149	1,384,312	1,573,321		
JUL.	1,087,853	1,239,026	1,314,960	1,336,426	1,402,878	1,671,537		
AUG.	1,203,458	1,284,104	1,433,708	1,609,004	1,538,105	1,556,841		
SEP.	1,034,174	1,183,373	1,356,249	1,330,463	1,368,050	1,538,304		
TOTAL	<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>\$ 18,264,581</u>	<u>\$ 3,337,087</u>	<u>\$ 424,932</u>

AVERAGE PER MONTH

\$ 1,085,386 \$ 1,189,075 \$ 1,313,817 \$ 1,382,902 \$ 1,412,006 \$ 1,522,048 \$ 1,668,544

INCREASE/(DECREASE) IN SALES TAX COLLECTION

\$ 198,926 \$ 1,244,265 \$ 1,496,902 \$ 829,025 \$ 349,245 \$ 1,320,511 \$ 424,932

INCREASE FROM PREVIOUS YEAR

1.55% 9.55% 10.49% 5.26% 2.10% 7.79% 14.59%

BUDGET VS. ACTUAL VARIANCE ANALYSIS

\$ 13,443,500 \$ 13,443,500 \$ 14,980,000 \$ 16,301,000 \$ 16,845,700 \$ 17,272,300 \$ 18,655,800
\$ (418,867) \$ 825,399 \$ 785,800 \$ 293,826 \$ 98,371 \$ 992,281
-3.22% 5.78% 4.98% 1.77% 0.58% 5.43%

* 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 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	Difference FY 18/19 - FY 17/18
MONTH								
OCT.	\$ 821,818	\$ 821,549	\$ 881,349	\$ 960,952	\$ 987,960	\$ 1,030,757	\$ 1,173,979	\$ 143,222
NOV.	757,310	798,368	954,690	1,025,708	1,093,077	1,153,359	1,328,837	175,477
DEC.	799,257	863,298	941,699	980,169	1,034,876	1,022,729		
JAN.	798,752	874,989	923,703	918,492	987,799	1,126,537		
FEB.	849,149	975,950	1,052,615	1,131,138	1,177,500	1,284,387		
MAR.	761,129	817,995	933,370	937,821	975,163	1,054,442		
APR.	774,960	840,628	896,874	993,675	947,959	1,036,000		
MAY	905,307	999,155	1,093,066	1,219,382	1,233,711	1,235,223		
JUN.	806,678	929,864	1,068,297	1,071,862	1,038,234	1,179,990		
JUL.	815,890	929,270	986,220	1,002,320	1,052,158	1,253,652		
AUG.	902,594	963,078	1,075,281	1,206,753	1,153,579	1,167,631		
SEP.	775,630	887,530	1,017,187	997,847	1,026,037	1,153,728		
TOTAL	<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>\$ 13,698,436</u>	<u>\$ 2,502,816</u>	<u>\$ 318,699</u>

AVERAGE PER MONTH

\$ 814,040 \$ 891,806 \$ 985,363 \$ 1,037,177 \$ 1,059,004 \$ 1,141,536 \$ 1,251,408

INCREASE/(DECREASE) IN SALES TAX COLLECTION

\$ 149,195 \$ 933,199 \$ 1,122,676 \$ 621,769 \$ 261,934 \$ 990,383 \$ 318,699

INCREASE FROM PREVIOUS YEAR

1.55% 9.55% 10.49% 5.26% 2.10% 7.79% 14.59%

BUDGET VS. ACTUAL VARIANCE ANALYSIS

\$ 10,082,625 \$ 10,082,625 \$ 11,235,000 \$ 12,225,750 \$ 12,634,725 \$ 12,954,225 \$ 13,991,850
\$ (314,150) \$ 619,049 \$ 589,350 \$ 220,369 \$ 73,328 \$ 744,211
-3.22% 5.78% 4.98% 1.77% 0.58% 5.43%

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 Cumm 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	\$ 702,961.59	\$ 650,108.69	\$ 52,852.90	8.13%	\$ 208,504.95
February	\$ 690,666.50	\$ 631,972.98	\$ 58,693.52	9.29%	\$ 267,198.47
March	\$ 823,481.92	\$ 822,473.68	\$ 1,008.24	0.12%	\$ 268,206.71
April	\$ 786,660.30	\$ 692,155.80	\$ 94,504.50	13.65%	\$ 362,711.21
May	\$ 835,768.28	\$ 701,438.87	\$ 134,329.42	19.15%	\$ 497,040.62
June	\$ 778,420.40	\$ 769,052.75	\$ 9,367.66	1.22%	\$ 506,408.28
July	\$ 769,151.98	\$ 684,024.76	\$ 85,127.22	12.45%	\$ 591,535.49
August	\$ 782,652.41	\$ 687,171.17	\$ 95,481.24	13.89%	\$ 687,016.73
September	\$ 885,891.28	\$ 768,906.32	\$ 116,984.96	15.21%	\$ 804,001.69
Totals	\$ 9,344,756.47	\$ 8,540,754.78	\$ 804,001.69	9.41%	

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 Cumm 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	\$ 351,480.79	\$ 325,054.35	\$ 26,426.45	8.13%	\$ 104,252.47
February	\$ 345,333.25	\$ 315,986.49	\$ 29,346.76	9.29%	\$ 133,599.23
March	\$ 411,740.96	\$ 411,236.84	\$ 504.12	0.12%	\$ 134,103.35
April	\$ 393,330.15	\$ 346,077.90	\$ 47,252.25	13.65%	\$ 181,355.60
May	\$ 417,884.14	\$ 350,719.43	\$ 67,164.71	19.15%	\$ 248,520.31
June	\$ 389,210.20	\$ 384,526.37	\$ 4,683.83	1.22%	\$ 253,204.14
July	\$ 384,575.99	\$ 342,012.38	\$ 42,563.61	12.45%	\$ 295,767.75
August	\$ 391,326.21	\$ 343,585.59	\$ 47,740.62	13.89%	\$ 343,508.37
September	\$ 442,945.64	\$ 384,453.16	\$ 58,492.48	15.21%	\$ 402,000.85
Totals	\$ 4,672,378.23	\$ 4,270,377.39	\$ 402,000.85	9.41%	

PEDC (.5%)

	<u>FY 17/18</u>	<u>FY 16/17</u>	<u>\$ Change</u>	<u>% Change</u>	<u>FY 17/18 Cumm 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	\$ 351,480.79	\$ 325,054.35	\$ 26,426.45	8.13%	\$ 104,252.47
February	\$ 345,333.25	\$ 315,986.49	\$ 29,346.76	9.29%	\$ 133,599.23
March	\$ 411,740.96	\$ 411,236.84	\$ 504.12	0.12%	\$ 134,103.35
April	\$ 393,330.15	\$ 346,077.90	\$ 47,252.25	13.65%	\$ 181,355.60
May	\$ 417,884.14	\$ 350,719.43	\$ 67,164.71	19.15%	\$ 248,520.31
June	\$ 389,210.20	\$ 384,526.37	\$ 4,683.83	1.22%	\$ 253,204.14
July	\$ 384,575.99	\$ 342,012.38	\$ 42,563.61	12.45%	\$ 295,767.75
August	\$ 391,326.21	\$ 343,585.59	\$ 47,740.62	13.89%	\$ 343,508.37
September	\$ 442,945.64	\$ 384,453.16	\$ 58,492.48	15.21%	\$ 402,000.85
Totals	\$ 4,672,378.23	\$ 4,270,377.39	\$ 295,767.75	9.41%	

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)	\$ 1,439,358.33	\$ (75,719.03)
November	\$ 1,502,049.00	\$ 1,317,065.74	\$ 184,983.26	\$ 1,439,358.33	\$ 62,690.67
December	\$ 1,712,515.36	\$ 1,569,999.61	\$ 142,515.75	\$ 1,439,358.33	\$ 273,157.03
January	\$ 1,405,923.17	\$ 1,300,217.38	\$ 105,705.79	\$ 1,439,358.33	\$ (33,435.16)
February	\$ 1,381,333.00	\$ 1,263,945.96	\$ 117,387.04	\$ 1,439,358.33	\$ (58,025.33)
March	\$ 1,646,963.83	\$ 1,644,947.35	\$ 2,016.48	\$ 1,439,358.33	\$ 207,605.50
April	\$ 1,573,320.59	\$ 1,384,311.59	\$ 189,009.00	\$ 1,439,358.33	\$ 133,962.26
May	\$ 1,671,536.56	\$ 1,402,877.73	\$ 268,658.83	\$ 1,439,358.33	\$ 232,178.23
June	\$ 1,556,840.80	\$ 1,538,105.49	\$ 18,735.31	\$ 1,439,358.33	\$ 98,747.16
July	\$ 1,538,303.95	\$ 1,368,049.52	\$ 170,254.43	\$ 1,439,358.33	\$ (71,308.81)
August	\$ 1,565,304.82	\$ 1,374,342.34	\$ 190,962.48	\$ 1,439,358.33	\$ (65,015.99)
September	\$ 1,771,782.55	\$ 1,537,812.63	\$ 233,969.92	\$ 1,439,358.33	\$ 98,454
Totals	\$ 18,689,512.93	\$ 17,081,509.55	\$ 1,608,003.38	\$ 17,272,300.00	\$ 803,290.79
			9.41%		602,468.09

Total
City Portion

SALES TAX STATE COLLECTION RGV COMPARISON -NOVEMBER 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	San Juan	\$ 395,886	\$ 322,897	22.60%	\$ 3,495,639	\$ 3,272,131	6.83%
2	McAllen	\$ 5,990,676	\$ 5,070,916	18.14%	\$ 58,685,550	\$ 54,226,623	8.22%
3	Pharr	\$ 1,771,783	\$ 1,537,813	15.21%	\$ 17,325,875	\$ 15,701,675	10.34%
4	Weslaco	\$ 1,231,205	\$ 1,069,109	15.16%	\$ 11,751,013	\$ 11,063,678	6.21%
5	Mission	\$ 1,491,192	\$ 1,307,604	14.04%	\$ 14,284,139	\$ 13,581,297	5.18%
6	Edinburg	\$ 2,154,846	\$ 1,963,990	9.72%	\$ 20,787,422	\$ 19,310,277	7.65%
7	Brownsville	\$ 3,357,354	\$ 3,061,164	9.68%	\$ 35,528,137	\$ 33,617,438	5.68%
8	Mercedes	\$ 478,527	\$ 449,283	6.51%	\$ 5,714,511	\$ 5,779,269	-1.12%
9	Alamo	\$ 312,010	\$ 307,942	1.32%	\$ 3,335,763	\$ 3,173,541	5.11%
10	Harlingen	\$ 2,170,781	\$ 2,187,153	-0.75%	\$ 23,271,541	\$ 22,056,637	5.51%

Rank Based on Calendar Year 2018 To Date Activity							
1	Pharr	\$ 1,771,783	\$ 1,537,813	15.21%	\$ 17,325,875	\$ 15,701,675	10.34%
2	McAllen	\$ 5,990,676	\$ 5,070,916	18.14%	\$ 58,685,550	\$ 54,226,623	8.22%
3	Edinburg	\$ 2,154,846	\$ 1,963,990	9.72%	\$ 20,787,422	\$ 19,310,277	7.65%
4	San Juan	\$ 395,886	\$ 322,897	22.60%	\$ 3,495,639	\$ 3,272,131	6.83%
5	Weslaco	\$ 1,231,205	\$ 1,069,109	15.16%	\$ 11,751,013	\$ 11,063,678	6.21%
6	Brownsville	\$ 3,357,354	\$ 3,061,164	9.68%	\$ 35,528,137	\$ 33,617,438	5.68%
7	Harlingen	\$ 2,170,781	\$ 2,187,153	-0.75%	\$ 23,271,541	\$ 22,056,637	5.51%
8	Mission	\$ 1,491,192	\$ 1,307,604	14.04%	\$ 14,284,139	\$ 13,581,297	5.18%
9	Alamo	\$ 312,010	\$ 307,942	1.32%	\$ 3,335,763	\$ 3,173,541	5.11%
10	Mercedes	\$ 478,527	\$ 449,283	6.51%	\$ 5,714,511	\$ 5,779,269	-1.12%

STATE TOTALS	\$ 535,777,817	\$ 507,455,209	5.29%	\$ 5,435,587,977	\$ 5,035,357,586	7.36%
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AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 4.B.

DATE SUBMITTED: November 13, 2018

MEETING DATE: November 19, 2018

FROM: Karla Moya, Finance Director

DEPARTMENT: Finance

DIRECTOR:

Agenda Item: Submission of Property Tax Collection Report for October 2018.

Classification: Regular

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

Exclude Material from Public Packet? No

Reason:

Issue:

Current

Current Property Tax Collections to date for October 2018 (first month of Fiscal Year) is \$208,512 which is a 1.08% collected from the original levy. It represents a 0.49% increase compared to last year.

Delinquent

Delinquent Property Tax Collections to date for October is \$67,610 which is 2.67% from the original levy. It represents a -0.01% decrease compared to last year.

Financial Consideration:

Staff Recommendation:

Alternatives:

ROUTING:

Karla Moya

Karla Moya

City Management Office

Created/Initiated - 11/13/2018

Approved - 11/13/2018

Final Approval - 11/13/2018

**PABLO "PAUL" VILLARREAL JR., ASSESSOR & COLLECTOR
CITY OF PHARR TAXES COLLECTED FOR:
OCTOBER 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 2018/2019	COLLECTED 2017/2018
2018 TAX ROLL	19,278,100.58	208,512.23	-	(21,116.33)	19,048,472.02	1.08%	0.59%
2017 & PRIOR YRS ROLLBACK	2,534,188.08 13,987.55	67,610.74	-	(4,764.15)	2,461,813.19 13,987.55	2.67% 0.00%	2.68% 0.00%
TOTALS	21,826,276.21	276,122.97	-	(25,880.48)	21,524,272.76		

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

	CITY OF PHARR	MONTHLY MODIFICATIONS
CURRENT YEAR-BASE TAX	208,512.23	(21,116.33) CURRENT
CURRENT YEAR-P&I		
PRIOR YEARS-BASE TAX	67,610.74	(4,764.15) PRIOR
PRIOR YEARS-P&I	18,380.85	
ROLLBACK		ROLLBACK
ROLLBACK P&I		
ATTORNEY FEES	12,052.39	PURGED
TOTAL COLLECTIONS	306,556.21	(25,880.48)
LESS TRANSFERRED	230,309.93	
LESS IN TRANSIT	70,453.18	
LESS DUE TO HCAD COMM. FEE	5.10	
LESS DUE TO CO TREASURER	5,788.00	
BALANCE	-	

*****AFFIDAVIT*****

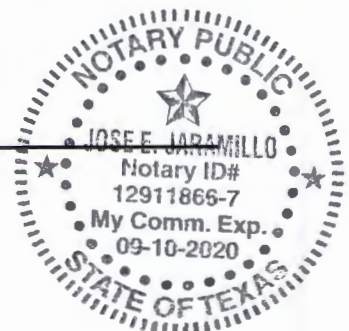
I, PABLO "PAUL" VILLARREAL JR., ASSESSOR-COLLECTOR OF TAXES FOR THE CITY OF PHARR, DO SOLEMNLY SWEAR THAT THE ABOVE STATEMENT OF TAXES COLLECTED BY ME FOR THE MONTH OF OCTOBER 2018 IS CORRECT.

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



SWORN AND SUBSCRIBED BEFORE ME THIS 9TH DAY OF NOVEMBER 2018 A.D.

Jose E. Jaramillo
NOTARY PUBLIC, HIDALGO COUNTY, TEXAS



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

<u>AD VALOREM - CITY OF PHARR</u>	<u>2018-2019</u>	<u>2017-2018</u>	<u>DIFFERENCE</u>
<u>2018 CURRENT</u>			
ORIGINAL LEVY	19,278,100.58	17,456,073.76	1,822,026.82
MODIFICATIONS	(21,116.33)	(11,979.07)	(9,137.26)
CURRENT LEVY	19,256,984.25	17,444,094.69	1,812,889.56
CURRENT COLLECTIONS THIS MONTH	208,512.23	103,727.45	104,784.78
CURRENT COLLECTIONS TO DATE	208,512.23	103,727.45	104,784.78
OUTSTANDING TO DATE	19,048,472.02	17,340,367.24	1,708,104.78
PERCENT COLLECTED/ORIGINAL	1.08%	0.59%	0.49%
PERCENT COLLECTED/MODIFIED	1.08%	0.59%	0.49%
TOTAL COLLECTIONS FISCAL YEAR	208,512.23	103,727.45	
 <u>DELINQUENT</u>			
ORIGINAL LEVY	2,534,188.08	2,471,614.90	62,573.18
MODIFICATIONS	(4,764.15)	3,238.67	(8,002.82)
DELINQUENT LEVY	2,529,423.93	2,474,853.57	54,570.36
DELINQUENT COLLECTIONS THIS MONTH	67,610.74	66,231.16	1,379.58
DELINQUENT COLLECTIONS TO DATE	67,610.74	66,231.16	1,379.58
OUTSTANDING TO DATE	2,461,813.19	2,408,622.41	53,190.78
PERCENT COLLECTED/ORIGINAL	2.67%	2.68%	-0.01%
PERCENT COLLECTED/MODIFIED	2.67%	2.68%	-0.01%
TOTAL COLLECTIONS FISCAL YEAR	67,610.74	66,231.16	
 <u>ROLLBACK</u>			
ORIGINAL LEVY	13,987.55	3,918.75	10,068.80
MODIFICATIONS	0.00	0.00	0.00
ROLLBACK LEVY	13,987.55	3,918.75	10,068.80
ROLLBACK COLLECTIONS THIS MONTH	0.00	0.00	0.00
ROLLBACK COLLECTIONS TO DATE	0.00	0.00	0.00
OUTSTANDING TO DATE	13,987.55	3,918.75	10,068.80
PERCENT COLLECTED/ORIGINAL	0.00%	0.00%	0.00%
PERCENT COLLECTED/MODIFIED	0.00%	0.00%	0.00%
TOTAL COLLECTIONS FISCAL YEAR	0.00	0.00	

**PABLO (PAUL) VILLARREAL, JR., TAX ASSESSOR/COLLECTOR
CITY OF PHARR
TAX COLLECTIONS AS OF OCTOBER 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.
2-Oct					2,101.55	567.62			388.32		3,057.49		3,057.49	
3-Oct					3,592.16	953.89			537.27		5,083.32		5,083.32	
4-Oct					3,289.89	789.15			602.72		4,681.76		4,681.76	
5-Oct					2,446.48	713.49			458.95		3,618.92	10,653.49	(7,034.57)	16-Oct
9-Oct					4,690.75	1,262.65			862.25		6,815.65	6,815.65	0.00	16-Oct
10-Oct					1,306.81	321.28			214.35		1,842.44	1,842.44	(0.00)	16-Oct
11-Oct					2,600.86	623.73			461.42		3,686.01	3,686.01	0.00	17-Oct
12-Oct					3,293.85	800.85			614.02		4,708.72	4,708.72	(0.00)	18-Oct
15-Oct					3,422.83	1,023.30			620.93		5,067.06	5,067.06	0.00	19-Oct
16-Oct					2,452.48	458.41			409.65		3,320.54	3,320.54	0.00	22-Oct
17-Oct	2,060.30				6,174.13	1,432.03			1,135.14		10,801.60	10,801.60	0.00	23-Oct
18-Oct	6,788.09				2,410.91	590.56			444.17		10,233.73	10,233.73	0.00	24-Oct
19-Oct	7,572.37				1,373.21	356.17			223.75		9,525.50		9,525.50	
21-Oct					(597.58)						(597.58)	8,927.92	(9,525.50)	
22-Oct	19,353.28				3,777.01	845.50			563.70		24,539.49	24,539.49	0.00	26-Oct
23-Oct	90,547.04				2,438.80	1,202.87			480.80		94,669.51	94,669.51	0.00	29-Oct
24-Oct	21,041.23				2,089.21	526.88			315.06		23,972.38	23,972.38	0.00	30-Oct
25-Oct	17,721.85				2,324.20	611.89			413.45		21,071.39	21,071.39	0.00	31-Oct
26-Oct	7,408.18				2,361.94	624.78			440.78		10,835.68	10,835.68	0.00	1-Nov
29-Oct	21,290.11				3,583.67	1,076.71			664.60		26,615.09	26,615.09	(0.00)	2-Nov
30-Oct	6,478.87				4,588.63	1,553.38			809.40		13,430.28	13,430.28	0.00	5-Nov
31-Oct	8,250.91				7,888.95	2,045.71			1,391.66		19,577.23	19,572.13	5.10	7-Nov
											0.00		0.00	
											0.00		0.00	
											0.00		0.00	
											0.00		0.00	
											0.00		0.00	
TTL	208,512.23	0.00	0.00	0.00	67,610.74	18,380.85	0.00	0.00	12,052.39	0.00	306,556.21	300,763.11	5,793.10	

OVERALL TOTAL	306,556.21
LESS REFUNDS	0.00
LESS HCAD COMM FEES	5.10
LESS COMM/COST	5,788.00
BALANCE	300,763.11
LESS TRANSFERRED	230,309.93
LESS TRANSF IN TRANSIT	70,453.18
BALANCE PENDING	0.00

11/02/2018 18:05:56 3092260
 TC298-D SELECTION: SYSTEM
 RECEIPT DATE: ALL
 LOCATION: LOCATION NAME NOT FOUND

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

PAGE: 41
 EXCLUDES AG ROLLBACK

YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
2018	M & O	.567100	182,199.11	.00	.00	952.38-	181,246.73	.00	.00	.00	182,199.11
	I & S	.081900	26,313.12	.00	.00	137.53-	26,175.59	.00	.00	.00	26,313.12
	TOTAL	.649000	208,512.23	.00	.00	1,089.91-	207,422.32	.00	.00	.00	208,512.23
2017	M & O	.567100	40,984.70	.00	8,342.77	20.65-	49,306.82	8,081.24	.00	.00	57,408.71
	I & S	.081900	5,919.01	.00	1,204.95	2.98-	7,120.98	.00	.00	.00	7,123.96
	TOTAL	.649000	46,903.71	.00	9,547.72	23.63-	56,427.80	8,081.24	.00	.00	64,532.67
2016	M & O	.582100	9,463.22	.00	2,870.15	24.67-	12,308.70	1,912.52	.00	.00	14,245.89
	I & S	.071900	1,168.89	.00	354.51	3.05-	1,520.35	.00	.00	.00	1,523.40
	TOTAL	.654000	10,632.11	.00	3,224.66	27.72-	13,829.05	1,912.52	.00	.00	15,769.29
2015	M & O	.582100	4,885.26	.00	2,085.99	47.50-	6,923.75	1,129.09	.00	.00	8,100.34
	I & S	.071900	603.37	.00	257.62	5.87-	855.12	.00	.00	.00	860.99
	TOTAL	.654000	5,488.63	.00	2,343.61	53.37-	7,778.87	1,129.09	.00	.00	8,961.33
2014	M & O	.608100	1,987.24	.00	1,061.85	.00	3,049.09	426.74	.00	.00	3,475.83
	I & S	.071900	234.95	.00	125.59	.00	360.54	.00	.00	.00	360.54
	TOTAL	.680000	2,222.19	.00	1,187.44	.00	3,409.63	426.74	.00	.00	3,836.37
2013	M & O	.605000	806.81	.00	507.78	.00	1,314.59	204.26	.00	.00	1,518.85
	I & S	.075000	100.04	.00	62.95	.00	162.99	.00	.00	.00	162.99
	TOTAL	.680000	906.85	.00	570.73	.00	1,477.58	204.26	.00	.00	1,681.84
2012	M & O	.602600	349.72	.00	281.93	.00	631.65	65.47	.00	.00	697.12
	I & S	.077400	44.92	.00	36.22	.00	81.14	.00	.00	.00	81.14
	TOTAL	.680000	394.64	.00	318.15	.00	712.79	65.47	.00	.00	778.26
2011	M & O	.602100	457.06	.00	423.73	.00	880.79	149.21	.00	.00	1,030.00
	I & S	.077900	59.14	.00	54.84	.00	113.98	.00	.00	.00	113.98
	TOTAL	.680000	516.20	.00	478.57	.00	994.77	149.21	.00	.00	1,143.98
2010	M & O	.601800	67.83	.00	62.39	.00	130.22	19.56	.00	.00	149.78
	I & S	.078200	8.81	.00	8.10	.00	16.91	.00	.00	.00	16.91
	TOTAL	.680000	76.64	.00	70.49	.00	147.13	19.56	.00	.00	166.69
2008	M & O	.602940	177.01	.00	201.50	.00	378.51	9.88	.00	.00	388.39
	I & S	.078910	23.17	.00	26.37	.00	49.54	.00	.00	.00	49.54
	TOTAL	.681850	200.18	.00	227.87	.00	428.05	9.88	.00	.00	437.93
2007	M & O	.596130	55.00	.00	55.97	.00	110.97	12.33	.00	.00	123.30
	I & S	.086990	8.03	.00	8.17	.00	16.20	.00	.00	.00	16.20
	TOTAL	.683120	63.03	.00	64.14	.00	127.17	12.33	.00	.00	139.50
2006	M & O	.593130	69.30	.00	84.62	.00	153.92	15.08	.00	.00	169.00
	I & S	.089990	10.51	.00	12.84	.00	23.35	.00	.00	.00	23.35
	TOTAL	.683120	79.81	.00	97.46	.00	177.27	15.08	.00	.00	192.35

11/02/2018 18:05:56 3092260
 TC298-D SELECTION: SYSTEM
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TAX COLLECTION SYSTEM
 DEPOSIT DISTRIBUTION
 FROM: 10/01/2018 THRU 10/31/2018
 JURISDICTION: 0033 CITY OF PHARR

PAGE: 42
 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	.82	.00	.82	.00	1.64	.00	.00	.00	1.64
	I & S	.089990	.13	.00	.13	.00	.26	.00	.00	.00	.26
	TOTAL	.683120	.95	.00	.95	.00	1.90	.00	.00	.00	1.90
2004	M & O	.601650	15.84	.00	23.96	.00	39.80	5.59	.00	.00	45.39
	I & S	.081470	2.15	.00	3.25	.00	5.40	.00	.00	.00	5.40
	TOTAL	.683120	17.99	.00	27.21	.00	45.20	5.59	.00	.00	50.79
2003	M & O	.596220	32.29	.00	42.37	.00	74.66	.00	.00	.00	74.66
	I & S	.086900	4.71	.00	6.17	.00	10.88	.00	.00	.00	10.88
	TOTAL	.683120	37.00	.00	48.54	.00	85.54	.00	.00	.00	85.54
2001	M & O	.564720	13.16	.00	28.04	.00	41.20	7.25	.00	.00	48.45
	I & S	.097590	2.28	.00	4.85	.00	7.13	.00	.00	.00	7.13
	TOTAL	.662310	15.44	.00	32.89	.00	48.33	7.25	.00	.00	55.58
1997	M & O	.524810	36.06	.00	93.24	.00	129.30	8.76	.00	.00	138.06
	I & S	.075190	5.17	.00	13.36	.00	18.53	.00	.00	.00	18.53
	TOTAL	.600000	41.23	.00	106.60	.00	147.83	8.76	.00	.00	156.59
1995	M & O	.510030	12.02	.00	28.75	.00	40.77	5.41	.00	.00	46.18
	I & S	.089970	2.12	.00	5.07	.00	7.19	.00	.00	.00	7.19
	TOTAL	.600000	14.14	.00	33.82	.00	47.96	5.41	.00	.00	53.37
ALL	M & O		241,612.45	.00	16,195.86	1,045.20-	256,763.11	12,052.39	.00	.00	269,860.70
ALL	I & S		34,510.52	.00	2,184.99	149.43-	36,546.08	.00	.00	.00	36,695.51
ALL	TOTAL		276,122.97	.00	18,380.85	1,194.63-	293,309.19	12,052.39	.00	.00	306,556.21
DLQ	M & O		59,413.34	.00	16,195.86	92.82-	75,516.38	12,052.39	.00	.00	87,661.59
DLQ	I & S		8,197.40	.00	2,184.99	11.90-	10,370.49	.00	.00	.00	10,382.39
DLQ	TOTAL		67,610.74	.00	18,380.85	104.72-	85,886.87	12,052.39	.00	.00	98,043.98
CURR	M & O		182,199.11	.00	.00	952.38-	181,246.73	.00	.00	.00	182,199.11
CURR	I & S		26,313.12	.00	.00	137.53-	26,175.59	.00	.00	.00	26,313.12
CURR	TOTAL		208,512.23	.00	.00	1,089.91-	207,422.32	.00	.00	.00	208,512.23

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 TC298-D SELECTION: SYSTEM
 RECEIPT DATE: ALL
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TAX COLLECTION SYSTEM
 DEPOSIT DISTRIBUTION
 FROM: 10/01/2018 THRU 10/31/2018
 JURISDICTION: 0033 CITY OF PHARR

PAGE: 41
 INCLUDES AG ROLLBACK

YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
2018	M & O	.567100	182,199.11	.00	.00	952.38-	181,246.73	.00	.00	.00	182,199.11
	I & S	.081900	26,313.12	.00	.00	137.53-	26,175.59	.00	.00	.00	26,313.12
	TOTAL	.649000	208,512.23	.00	.00	1,089.91-	207,422.32	.00	.00	.00	208,512.23
2017	M & O	.567100	40,984.70	.00	8,342.77	20.65-	49,306.82	8,081.24	.00	.00	57,408.71
	I & S	.081900	5,919.01	.00	1,204.95	2.98-	7,120.98	.00	.00	.00	7,123.96
	TOTAL	.649000	46,903.71	.00	9,547.72	23.63-	56,427.80	8,081.24	.00	.00	64,532.67
2016	M & O	.582100	9,463.22	.00	2,870.15	24.67-	12,308.70	1,912.52	.00	.00	14,245.89
	I & S	.071900	1,168.89	.00	354.51	3.05-	1,520.35	.00	.00	.00	1,523.40
	TOTAL	.654000	10,632.11	.00	3,224.66	27.72-	13,829.05	1,912.52	.00	.00	15,769.29
2015	M & O	.582100	4,885.26	.00	2,085.99	47.50-	6,923.75	1,129.09	.00	.00	8,100.34
	I & S	.071900	603.37	.00	257.62	5.87-	855.12	.00	.00	.00	860.99
	TOTAL	.654000	5,488.63	.00	2,343.61	53.37-	7,778.87	1,129.09	.00	.00	8,961.33
2014	M & O	.608100	1,987.24	.00	1,061.85	.00	3,049.09	426.74	.00	.00	3,475.83
	I & S	.071900	234.95	.00	125.59	.00	360.54	.00	.00	.00	360.54
	TOTAL	.680000	2,222.19	.00	1,187.44	.00	3,409.63	426.74	.00	.00	3,836.37
2013	M & O	.605000	806.81	.00	507.78	.00	1,314.59	204.26	.00	.00	1,518.85
	I & S	.075000	100.04	.00	62.95	.00	162.99	.00	.00	.00	162.99
	TOTAL	.680000	906.85	.00	570.73	.00	1,477.58	204.26	.00	.00	1,681.84
2012	M & O	.602600	349.72	.00	281.93	.00	631.65	65.47	.00	.00	697.12
	I & S	.077400	44.92	.00	36.22	.00	81.14	.00	.00	.00	81.14
	TOTAL	.680000	394.64	.00	318.15	.00	712.79	65.47	.00	.00	778.26
2011	M & O	.602100	457.06	.00	423.73	.00	880.79	149.21	.00	.00	1,030.00
	I & S	.077900	59.14	.00	54.84	.00	113.98	.00	.00	.00	113.98
	TOTAL	.680000	516.20	.00	478.57	.00	994.77	149.21	.00	.00	1,143.98
2010	M & O	.601800	67.83	.00	62.39	.00	130.22	19.56	.00	.00	149.78
	I & S	.078200	8.81	.00	8.10	.00	16.91	.00	.00	.00	16.91
	TOTAL	.680000	76.64	.00	70.49	.00	147.13	19.56	.00	.00	166.69
2008	M & O	.602940	177.01	.00	201.50	.00	378.51	9.88	.00	.00	388.39
	I & S	.078910	23.17	.00	26.37	.00	49.54	.00	.00	.00	49.54
	TOTAL	.681850	200.18	.00	227.87	.00	428.05	9.88	.00	.00	437.93
2007	M & O	.596130	55.00	.00	55.97	.00	110.97	12.33	.00	.00	123.30
	I & S	.086990	8.03	.00	8.17	.00	16.20	.00	.00	.00	16.20
	TOTAL	.683120	63.03	.00	64.14	.00	127.17	12.33	.00	.00	139.50
2006	M & O	.593130	69.30	.00	84.62	.00	153.92	15.08	.00	.00	169.00
	I & S	.089990	10.51	.00	12.84	.00	23.35	.00	.00	.00	23.35
	TOTAL	.683120	79.81	.00	97.46	.00	177.27	15.08	.00	.00	192.35

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 TC298-D SELECTION: SYSTEM
 RECEIPT DATE: ALL
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TAX COLLECTION SYSTEM
 DEPOSIT DISTRIBUTION
 FROM: 10/01/2018 THRU 10/31/2018
 JURISDICTION: 0033 CITY OF PHARR

PAGE: 42
 INCLUDES 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	.82	.00	.82	.00	1.64	.00	.00	.00	1.64
	I & S	.089990	.13	.00	.13	.00	.26	.00	.00	.00	.26
	TOTAL	.683120	.95	.00	.95	.00	1.90	.00	.00	.00	1.90
2004	M & O	.601650	15.84	.00	23.96	.00	39.80	5.59	.00	.00	45.39
	I & S	.081470	2.15	.00	3.25	.00	5.40	.00	.00	.00	5.40
	TOTAL	.683120	17.99	.00	27.21	.00	45.20	5.59	.00	.00	50.79
2003	M & O	.596220	32.29	.00	42.37	.00	74.66	.00	.00	.00	74.66
	I & S	.086900	4.71	.00	6.17	.00	10.88	.00	.00	.00	10.88
	TOTAL	.683120	37.00	.00	48.54	.00	85.54	.00	.00	.00	85.54
2001	M & O	.564720	13.16	.00	28.04	.00	41.20	7.25	.00	.00	48.45
	I & S	.097590	2.28	.00	4.85	.00	7.13	.00	.00	.00	7.13
	TOTAL	.662310	15.44	.00	32.89	.00	48.33	7.25	.00	.00	55.58
1997	M & O	.524810	36.06	.00	93.24	.00	129.30	8.76	.00	.00	138.06
	I & S	.075190	5.17	.00	13.36	.00	18.53	.00	.00	.00	18.53
	TOTAL	.600000	41.23	.00	106.60	.00	147.83	8.76	.00	.00	156.59
1995	M & O	.510030	12.02	.00	28.75	.00	40.77	5.41	.00	.00	46.18
	I & S	.089970	2.12	.00	5.07	.00	7.19	.00	.00	.00	7.19
	TOTAL	.600000	14.14	.00	33.82	.00	47.96	5.41	.00	.00	53.37
ALL	M & O		241,612.45	.00	16,195.86	1,045.20-	256,763.11	12,052.39	.00	.00	269,860.70
ALL	I & S		34,510.52	.00	2,184.99	149.43-	36,546.08	.00	.00	.00	36,695.51
ALL	TOTAL		276,122.97	.00	18,380.85	1,194.63-	293,309.19	12,052.39	.00	.00	306,556.21
DLQ	M & O		59,413.34	.00	16,195.86	92.82-	75,516.38	12,052.39	.00	.00	87,661.59
DLQ	I & S		8,197.40	.00	2,184.99	11.90-	10,370.49	.00	.00	.00	10,382.39
DLQ	TOTAL		67,610.74	.00	18,380.85	104.72-	85,886.87	12,052.39	.00	.00	98,043.98
CURR	M & O		182,199.11	.00	.00	952.38-	181,246.73	.00	.00	.00	182,199.11
CURR	I & S		26,313.12	.00	.00	137.53-	26,175.59	.00	.00	.00	26,313.12
CURR	TOTAL		208,512.23	.00	.00	1,089.91-	207,422.32	.00	.00	.00	208,512.23

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

EXCLUDES AG ROLLBACK

FISCAL START: 10/01/2018 END: 09/30/2019 JURISDICTION: 0033 CITY OF PHARR

	CERT TAXABLE VALUE	ADJUSTMENTS	ADJ TAX VALUE	TAX RATE	TAX LEVY	PAID ACCTS
CURRENT YEAR	2,997,302,822	3,248,942-	2,994,053,880	00.649000	19,256,984.25	1,480

YEAR	TAXES DUE	MONTH ADJ	ADJUSTMENT YTD	LEVY PAID	PAID YTD	BALANCE	COLL %	YTD UNCOLL
2018	19,278,100.58	21,116.33-	21,116.33-	208,512.23	208,512.23	19,048,472.02	1.08	0.00
2017	712,866.95	1,910.45-	1,910.45-	46,903.71	46,903.71	664,052.79	6.60	0.00
2016	355,416.28	396.12-	396.12-	10,632.11	10,632.11	344,388.05	2.99	0.00
2015	271,695.60	2,205.93-	2,205.93-	5,488.63	5,488.63	264,001.04	2.04	0.00
2014	176,199.19	.00	0.00	2,222.19	2,222.19	173,977.00	1.26	0.00
2013	114,193.24	.00	0.00	906.85	906.85	113,286.39	.79	0.00
2012	105,775.27	.00	0.00	394.64	394.64	105,380.63	.37	0.00
2011	95,875.49	.00	0.00	516.20	516.20	95,359.29	.54	0.00
2010	92,203.13	251.65-	251.65-	76.64	76.64	91,874.84	.08	251.65-
2009	87,272.69	.00	0.00	0.00	0.00	87,272.69		0.00
2008	70,215.03	.00	0.00	200.18	200.18	70,014.85	.29	0.00
2007	62,736.17	.00	0.00	63.03	63.03	62,673.14	.10	0.00
2006	58,758.77	.00	0.00	79.81	79.81	58,678.96	.14	0.00
2005	52,131.32	.00	0.00	0.95	0.95	52,130.37		0.00
2004	51,678.52	.00	0.00	17.99	17.99	51,660.53	.03	0.00
2003	41,836.12	.00	0.00	37.00	37.00	41,799.12	.09	0.00
2002	35,550.37	.00	0.00	0.00	0.00	35,550.37		0.00
2001	26,587.97	.00	0.00	15.44	15.44	26,572.53	.06	0.00
2000	23,068.30	.00	0.00	0.00	0.00	23,068.30		0.00
1999	18,407.18	.00	0.00	0.00	0.00	18,407.18		0.00
1998	14,006.59	.00	0.00	0.00	0.00	14,006.59		0.00
1997	67,713.90	.00	0.00	55.37	55.37	67,658.53	.08	0.00
****	21,812,288.66	25,880.48-	25,880.48-	276,122.97	276,122.97	21,510,285.21		251.65-

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

AG ROLLBACK ONLY

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FISCAL START: 10/01/2018 END: 09/30/2019 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	3,077.78	5
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YEAR	TAXES DUE	MONTH ADJ	ADJUSTMENT YTD	LEVY PAID	PAID YTD	BALANCE	COLL %	YTD UNCOLL
	-----	-----	-----	-----	-----	-----	-----	-----
2016	3,077.78	.00	0.00	0.00	0.00	3,077.78		0.00
2015	3,478.95	.00	0.00	0.00	0.00	3,478.95		0.00
2014	3,611.49	.00	0.00	0.00	0.00	3,611.49		0.00
2013	3,819.33	.00	0.00	0.00	0.00	3,819.33		0.00
2012	0.00	.00	0.00	0.00	0.00	0.00		0.00
****	13,987.55	.00	0.00	0.00	0.00	13,987.55		0.00

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TC168

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

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INCLUDES AG ROLLBACK

FISCAL START: 10/01/2018 END: 09/30/2019 JURISDICTION: 0033 CITY OF PHARR

	CERT TAXABLE VALUE	ADJUSTMENTS	ADJ TAX VALUE	TAX RATE	TAX LEVY	PAID ACCTS
CURRENT YEAR	2,997,302,822	3,248,942-	2,994,053,880	00.649000	19,256,984.25	1,480

YEAR	TAXES DUE	MONTH ADJ	ADJUSTMENT YTD	LEVY PAID	PAID YTD	BALANCE	COLL %	YTD UNCOLL
2018	19,278,100.58	21,116.33-	21,116.33-	208,512.23	208,512.23	19,048,472.02	1.08	0.00
2017	712,866.95	1,910.45-	1,910.45-	46,903.71	46,903.71	664,052.79	6.60	0.00
2016	358,494.06	396.12-	396.12-	10,632.11	10,632.11	347,465.83	2.97	0.00
2015	275,174.55	2,205.93-	2,205.93-	5,488.63	5,488.63	267,479.99	2.01	0.00
2014	179,810.68	.00	0.00	2,222.19	2,222.19	177,588.49	1.24	0.00
2013	118,012.57	.00	0.00	906.85	906.85	117,105.72	.77	0.00
2012	105,775.27	.00	0.00	394.64	394.64	105,380.63	.37	0.00
2011	95,875.49	.00	0.00	516.20	516.20	95,359.29	.54	0.00
2010	92,203.13	251.65-	251.65-	76.64	76.64	91,874.84	.08	251.65-
2009	87,272.69	.00	0.00	0.00	0.00	87,272.69		0.00
2008	70,215.03	.00	0.00	200.18	200.18	70,014.85	.29	0.00
2007	62,736.17	.00	0.00	63.03	63.03	62,673.14	.10	0.00
2006	58,758.77	.00	0.00	79.81	79.81	58,678.96	.14	0.00
2005	52,131.32	.00	0.00	0.95	0.95	52,130.37		0.00
2004	51,678.52	.00	0.00	17.99	17.99	51,660.53	.03	0.00
2003	41,836.12	.00	0.00	37.00	37.00	41,799.12	.09	0.00
2002	35,550.37	.00	0.00	0.00	0.00	35,550.37		0.00
2001	26,587.97	.00	0.00	15.44	15.44	26,572.53	.06	0.00
2000	23,068.30	.00	0.00	0.00	0.00	23,068.30		0.00
1999	18,407.18	.00	0.00	0.00	0.00	18,407.18		0.00
1998	14,006.59	.00	0.00	0.00	0.00	14,006.59		0.00
1997	67,713.90	.00	0.00	55.37	55.37	67,658.53	.08	0.00
****	21,826,276.21	25,880.48-	25,880.48-	276,122.97	276,122.97	21,524,272.76		251.65-

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

EXCLUDES AG ROLLBACK

JURISDICTION: 0033 CITY OF PHARR

	CERT TAXABLE VALUE	ADJUSTMENTS	ADJ TAX VALUE	TAX RATE	TAX LEVY	PAID ACCTS
CURRENT YEAR	2,997,302,822	3,248,942-	2,994,053,880	0.649000	19,256,984.25	1,480

YEAR	TAXES DUE	MONTH ADJ	ADJUSTMENT YTD	LEVY PAID	PAID YTD	BALANCE	COLL %	YTD UNCOLL
2018	19,278,100.58	21,116.33-	21,116.33-	208,512.23	208,512.23	19,048,472.02	1.08	0.00
2017	712,866.95	1,910.45-	1,910.45-	46,903.71	46,903.71	664,052.79	6.60	0.00
ADJUSTMENT REFUNDS		532.18-	532.18-					
2016	355,416.28	396.12-	396.12-	10,632.11	10,632.11	344,388.05	2.99	0.00
ADJUSTMENT REFUNDS		65.40-	65.40-					
2015	271,695.60	2,205.93-	2,205.93-	5,488.63	5,488.63	264,001.04	2.04	0.00
2014	176,199.19	.00	0.00	2,222.19	2,222.19	173,977.00	1.26	0.00
2013	114,193.24	.00	0.00	906.85	906.85	113,286.39	.79	0.00
2012	105,775.27	.00	0.00	394.64	394.64	105,380.63	.37	0.00
2011	95,875.49	.00	0.00	516.20	516.20	95,359.29	.54	0.00
2010	92,203.13	251.65-	251.65-	76.64	76.64	91,874.84	.08	251.65-
2009	87,272.69	.00	0.00	0.00	0.00	87,272.69		0.00
2008	70,215.03	.00	0.00	200.18	200.18	70,014.85	.29	0.00
2007	62,736.17	.00	0.00	63.03	63.03	62,673.14	.10	0.00
2006	58,758.77	.00	0.00	79.81	79.81	58,678.96	.14	0.00
2005	52,131.32	.00	0.00	0.95	0.95	52,130.37		0.00
2004	51,678.52	.00	0.00	17.99	17.99	51,660.53	.03	0.00
2003	41,836.12	.00	0.00	37.00	37.00	41,799.12	.09	0.00
2002	35,550.37	.00	0.00	0.00	0.00	35,550.37		0.00
2001	26,587.97	.00	0.00	15.44	15.44	26,572.53	.06	0.00
2000	23,068.30	.00	0.00	0.00	0.00	23,068.30		0.00
1999	18,407.18	.00	0.00	0.00	0.00	18,407.18		0.00
1998	14,006.59	.00	0.00	0.00	0.00	14,006.59		0.00
1997	67,713.90	.00	0.00	55.37	55.37	67,658.53	.08	0.00
****	21,812,288.66	25,880.48-	25,880.48-	276,122.97	276,122.97	21,510,285.21		251.65-
ADJUSTMENT REFUNDS		597.58-	597.58-					

JURISDICTION: 0033 CITY OF PHARR

	CERT TAXABLE VALUE	ADJUSTMENTS	ADJ TAX VALUE	TAX RATE	TAX LEVY	PAID ACCTS
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CURRENT YEAR	0	0	0	0.654000	3,077.78	5
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YEAR	TAXES DUE	MONTH ADJ	ADJUSTMENT YTD	LEVY PAID	PAID YTD	BALANCE	COLL %	YTD UNCOLL
	-----	-----	-----	-----	-----	-----	-----	-----
2016	3,077.78	.00	0.00	0.00	0.00	3,077.78		0.00
ADJUSTMENT REFUNDS		65.40-	65.40-					
2015	3,478.95	.00	0.00	0.00	0.00	3,478.95		0.00
2014	3,611.49	.00	0.00	0.00	0.00	3,611.49		0.00
2013	3,819.33	.00	0.00	0.00	0.00	3,819.33		0.00
2012	0.00	.00	0.00	0.00	0.00	0.00		0.00
****	13,987.55	.00	0.00	0.00	0.00	13,987.55		0.00
ADJUSTMENT REFUNDS		65.40-	65.40-					

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

INCLUDES AG ROLLBACK

JURISDICTION: 0033 CITY OF PHARR

	CERT TAXABLE VALUE	ADJUSTMENTS	ADJ TAX VALUE	TAX RATE	TAX LEVY	PAID ACCTS
CURRENT YEAR	2,997,302,822	3,248,942-	2,994,053,880	0.649000	19,256,984.25	1,480

YEAR	TAXES DUE	MONTH ADJ	ADJUSTMENT YTD	LEVY PAID	PAID YTD	BALANCE	COLL %	YTD UNCOLL
2018	19,278,100.58	21,116.33-	21,116.33-	208,512.23	208,512.23	19,048,472.02	1.08	0.00
2017	712,866.95	1,910.45-	1,910.45-	46,903.71	46,903.71	664,052.79	6.60	0.00
ADJUSTMENT REFUNDS		532.18-	532.18-					
2016	358,494.06	396.12-	396.12-	10,632.11	10,632.11	347,465.83	2.97	0.00
ADJUSTMENT REFUNDS		65.40-	65.40-					
2015	275,174.55	2,205.93-	2,205.93-	5,488.63	5,488.63	267,479.99	2.01	0.00
2014	179,810.68	.00	0.00	2,222.19	2,222.19	177,588.49	1.24	0.00
2013	118,012.57	.00	0.00	906.85	906.85	117,105.72	.77	0.00
2012	105,775.27	.00	0.00	394.64	394.64	105,380.63	.37	0.00
2011	95,875.49	.00	0.00	516.20	516.20	95,359.29	.54	0.00
2010	92,203.13	251.65-	251.65-	76.64	76.64	91,874.84	.08	251.65-
2009	87,272.69	.00	0.00	0.00	0.00	87,272.69		0.00
2008	70,215.03	.00	0.00	200.18	200.18	70,014.85	.29	0.00
2007	62,736.17	.00	0.00	63.03	63.03	62,673.14	.10	0.00
2006	58,758.77	.00	0.00	79.81	79.81	58,678.96	.14	0.00
2005	52,131.32	.00	0.00	0.95	0.95	52,130.37		0.00
2004	51,678.52	.00	0.00	17.99	17.99	51,660.53	.03	0.00
2003	41,836.12	.00	0.00	37.00	37.00	41,799.12	.09	0.00
2002	35,550.37	.00	0.00	0.00	0.00	35,550.37		0.00
2001	26,587.97	.00	0.00	15.44	15.44	26,572.53	.06	0.00
2000	23,068.30	.00	0.00	0.00	0.00	23,068.30		0.00
1999	18,407.18	.00	0.00	0.00	0.00	18,407.18		0.00
1998	14,006.59	.00	0.00	0.00	0.00	14,006.59		0.00
1997	67,713.90	.00	0.00	55.37	55.37	67,658.53	.08	0.00
****	21,826,276.21	25,880.48-	25,880.48-	276,122.97	276,122.97	21,524,272.76		251.65-
ADJUSTMENT REFUNDS		597.58-	597.58-					

TAX COLLECTION SYSTEM
 DEPOSIT DISTRIBUTION
 JURISDICTION SUMMARY

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

UPDATE MODE

JURISDICTION: ALL

ACCOUNT	YEAR	DEPOSIT	LEVY COLLECTED	RENDITION PENALTY	P & I COLLECTED	RENDITION P & I	RENDITION DISCOUNT	APPRAISAL COMMISSION	DISBURSEMENT AMOUNT
CURR FOR 0032 CITY OF MISSION			446.43	212.73	0.00	0.00	0.00	10.63	435.80
BY COUNTY 108			446.43	212.73	0.00	0.00	0.00	10.63	435.80
DELQ FOR 0032 CITY OF MISSION			542.93	96.38	179.49	26.19	0.00	6.13	716.29
BY COUNTY 108			542.93	96.38	179.49	26.19	0.00	6.13	716.29
TOTAL FOR 0032 CITY OF MISSION			989.36	309.11	179.49	26.19	0.00	16.76	1,152.09
BY COUNTY 108			989.36	309.11	179.49	26.19	0.00	16.76	1,152.09
CURR FOR 0033 CITY OF PHARR			514.06	61.48	0.00	0.00	0.00	3.07	510.99
BY COUNTY 108			514.06	61.48	0.00	0.00	0.00	3.07	510.99
DELQ FOR 0033 CITY OF PHARR			200.53	31.20	68.18	9.39	0.00	2.03	266.68
BY COUNTY 108			200.53	31.20	68.18	9.39	0.00	2.03	266.68
TOTAL FOR 0033 CITY OF PHARR			714.59	92.68	68.18	9.39	0.00	5.10	777.67
BY COUNTY 108			714.59	92.68	68.18	9.39	0.00	5.10	777.67
CURR FOR 0034 CITY OF PENITAS			0.00	0.00	0.00	0.00	0.00	0.00	0.00
DELQ FOR 0034 CITY OF PENITAS			322.16	29.55	108.48	9.42	0.00	1.94	428.70
BY COUNTY 108			322.16	29.55	108.48	9.42	0.00	1.94	428.70
TOTAL FOR 0034 CITY OF PENITAS			322.16	29.55	108.48	9.42	0.00	1.94	428.70
BY COUNTY 108			322.16	29.55	108.48	9.42	0.00	1.94	428.70
CURR FOR 0036 CITY OF PROGRESO			0.00	0.00	0.00	0.00	0.00	0.00	0.00
DELQ FOR 0036 CITY OF PROGRESO			55.16	5.02	22.75	2.06	0.00	0.35	77.56
BY COUNTY 108			55.16	5.02	22.75	2.06	0.00	0.35	77.56
TOTAL FOR 0036 CITY OF PROGRESO			55.16	5.02	22.75	2.06	0.00	0.35	77.56
BY COUNTY 108			55.16	5.02	22.75	2.06	0.00	0.35	77.56
CURR FOR 0037 CITY OF SAN JUAN			441.52	40.46	0.00	0.00	0.00	2.03	439.49
BY COUNTY 108			441.52	40.46	0.00	0.00	0.00	2.03	439.49
DELQ FOR 0037 CITY OF SAN JUAN			1,001.51	246.62	216.00	55.04	0.00	15.09	1,202.42
BY COUNTY 108			1,001.51	246.62	216.00	55.04	0.00	15.09	1,202.42
TOTAL FOR 0037 CITY OF SAN JUAN			1,443.03	287.08	216.00	55.04	0.00	17.12	1,641.91
BY COUNTY 108			1,443.03	287.08	216.00	55.04	0.00	17.12	1,641.91
CURR FOR 0040 CITY OF WESLACO			101.83	10.76	0.00	0.00	0.00	0.54	101.29
BY COUNTY 108			101.83	10.76	0.00	0.00	0.00	0.54	101.29
DELQ FOR 0040 CITY OF WESLACO			2,384.19	194.10	510.73	41.85	0.00	11.80	2,883.12
BY COUNTY 108			2,384.19	194.10	510.73	41.85	0.00	11.80	2,883.12
TOTAL FOR 0040 CITY OF WESLACO			2,486.02	204.86	510.73	41.85	0.00	12.34	2,984.41
BY COUNTY 108			2,486.02	204.86	510.73	41.85	0.00	12.34	2,984.41
CURR FOR 0041 EDINBURG CISD			222.62	55.34	0.00	0.00	0.00	2.77	219.85
BY COUNTY 108			222.62	55.34	0.00	0.00	0.00	2.77	219.85
DELQ FOR 0041 EDINBURG CISD			1,890.00	180.08	522.01	55.73	0.00	11.78	2,400.23
BY COUNTY 108			1,890.00	180.08	522.01	55.73	0.00	11.78	2,400.23
TOTAL FOR 0041 EDINBURG CISD			2,112.62	235.42	522.01	55.73	0.00	14.55	2,620.08
BY COUNTY 108			2,112.62	235.42	522.01	55.73	0.00	14.55	2,620.08



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 4.C.

DATE SUBMITTED: November 9, 2018

MEETING DATE: November 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 - 11/09/2018



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 5.A.

DATE SUBMITTED: November 15, 2018

MEETING DATE: November 19, 2018

FROM: Hilda Pedraza, City Clerk

DEPARTMENT: Administration

DIRECTOR: Edward Wylie

Agenda Item: Consideration and action on sponsorship in the amount of \$3,000 for the Annual Renaissance Cancer Foundation Gala to be held on Sunday, December 2, 2018.

Classification: Consent

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

Exclude Material from Public Packet? No

Reason:

Issue: The Renaissance Cancer Foundation, Inc. is requesting sponsorship donations for their Annual Renaissance Cancer Foundation Gala on Sunday, December 2, 2018 at the Edinburg Conference Center at Renaissance. This year's theme is Motown. Their goal is to raise \$300,000 that will be used for cancer patients in the Rio Grande Valley.

The Renaissance Cancer Foundation is a non-profit organization.

Financial Consideration: \$3000.00

Staff Recommendation: Staff recommends \$3,000 "Bronze Sponsorship".

Alternatives:

ROUTING:

Hilda Pedraza
Sandra Zamora
Karla Moya
City Management Office

Created/Initiated - 11/15/2018
Approved - 11/15/2018
Approved - 11/16/2018
Final Approval - 11/16/2018

RENAISSANCE CANCER FOUNDATION PRESENTS THE

MOTOWN

Gala



.....featuring.....
Big Swing and the Ballroom Blasters

.....Consisting of 17 World-Class Entertainers.....

Sunday, December 2, 2018

Edinburg Conference Center at Renaissance

All Net Proceeds Benefitting the Renaissance Cancer Foundation



Dear Friend,

Our annual **Renaissance Cancer Foundation Gala** will take place on **Sunday, December 2, 2018 at the Edinburg Conference Center at Renaissance**. This year's theme is Motown. Our goal is to raise \$300,000 that will be used for cancer patients in the Rio Grande Valley. In order to meet this goal, we are asking for sponsorships from businesses and individuals such as yourself.

Your donation will be recognized at our event in several ways. Depending on your sponsorship level, your name will be placed on all materials and banners that publicize the event as well as announced verbally at the event itself and you will receive tickets for the event.

The Renaissance Cancer Foundation is a 501 (c) (3) tax exempt non-profit organization whose purpose is to provide support for cancer patients in the Rio Grande Valley.

We hope that we can count on you to help support our cause. You will be contacted in the next several days. If you have any questions or concerns in the meantime, please feel free to call (956) 362-2191.

Thank you in advance for your consideration!

Make Check Payable to:

Renaissance Cancer Foundation Inc.
2717 Michael Angelo Drive
Edinburg, TX 78539

Tax ID #: 26-3342668



SPONSORSHIP DONATION INCLUDES:

TV / Radio / Print Advertising Promoting the Gala

10 VIP Tickets to the show

2 Full Page Ads in Playbill

Recognition in On-Site Signage / Event

On-Stage Recognition

VIP TICKET INCLUDES THE FOLLOWING:

Heavy hors d'oeuvres and cocktail reception prior to show

Open champagne and wine bar, margaritas and more

Dessert and artist meet and greet opportunity after show

SPONSOR DONATION: \$25,000

*All sponsorship/ donations are tax deductible

** All net proceeds benefit the Renaissance Cancer Foundation



SPONSORSHIP DONATION INCLUDES:

8 VIP Tickets to the show

1 Full Page Ad in Playbill

1 Half Page Ad in Playbill

On-Site Signage / Event

Recognition in Playbill

VIP TICKET INCLUDES THE FOLLOWING:

Heavy hors d'oeuvres and cocktail reception prior to show

Open champagne and wine bar, margaritas and more

Dessert and artist meet and greet opportunity after show

SPONSOR DONATION: \$10,000

*All sponsorship/ donations are tax deductible

** All net proceeds benefit the Renaissance Cancer Foundation



SPONSORSHIP DONATION INCLUDES:

6 VIP Tickets to the show

1 Full Page Ad in Playbill

1/4 Page Ad in Playbill

On-Site Signage / Event

Recognition in Playbill

VIP TICKET INCLUDES THE FOLLOWING:

Heavy hors d'oeuvres and cocktail reception prior to show

Open champagne and wine bar, margaritas and more

Dessert and artist meet and greet opportunity after show

SPONSOR DONATION: \$5,000

*All sponsorship/ donations are tax deductible

** All net proceeds benefit the Renaissance Cancer Foundation



SPONSORSHIP DONATION INCLUDES:

4 VIP Tickets to the show

Full Page Ad in Playbill

On-Site Signage / Event

Recognition in Playbill

VIP TICKET INCLUDES THE FOLLOWING:

Heavy hors d'oeuvres and cocktail reception prior to show

Open champagne and wine bar, margaritas and more

Dessert and artist meet and greet opportunity after show

SPONSOR DONATION: \$3,000

*All sponsorship/ donations are tax deductible

** All net proceeds benefit the Renaissance Cancer Foundation



SPONSORSHIP DONATION INCLUDES:

2 VIP Tickets to the show

On-Site Signage / Event

Recognition in Playbill

VIP TICKET INCLUDES:

Heavy hors d'oeuvres and cocktail reception prior to show

Open champagne and wine bar, margaritas and more

Dessert and artist meet and greet opportunity after show

SPONSOR DONATION: \$1,000

*All sponsorship/ donations are tax deductible

** All net proceeds benefit the Renaissance Cancer Foundation



- ☐ Platinum Sponsorship: \$25,000
☐ Gold Sponsorship: \$10,000
☐ Silver Sponsorship: \$5,000
☐ Bronze Sponsorship: \$3,000

- ☐ Patron Sponsorship: \$1,000
☐ Donation: _____
☐ Additional Ad: _____
☐ Tickets Only

.....

Your Name / Company Name: _____

Contact Person: _____

Address: _____ City/State/Zip: _____

Phone: _____ Mobile: _____ Fax: _____

Email Address: _____

Payment Method

☐ Visa ☐ MasterCard ☐ American Express ☐ Discover ☐ Check # _____

Account Number: _____ Expiration Date: _____

Name as it Appears on Card: _____

Billing Address: _____ City/State/Zip: _____

Enclosed is my check for \$ _____ made payable to the Renaissance Cancer Foundation.

PROGRAM ADS:

- | | |
|--|--|
| ☐ Back Cover: \$2,250 | ☐ Half Page: \$750 |
| ☐ Full Page: \$1,500 | ☐ Quarter Page: \$500 |

Mail To:
Renaissance Cancer Foundation
2717 Michael Angelo Drive
Edinburg, TX 78539



Back Cover - \$2,250
(5.5"W x 8.5"H)

Full Page - \$1,500
(5"W x 8"H)

Half Page - \$750
(5"W x 3.75"H)

Quarter Page - \$500
(2.375"W x 3.75"H)

At least 750 copies
will be printed.

Limited availability.
First come, first serve.

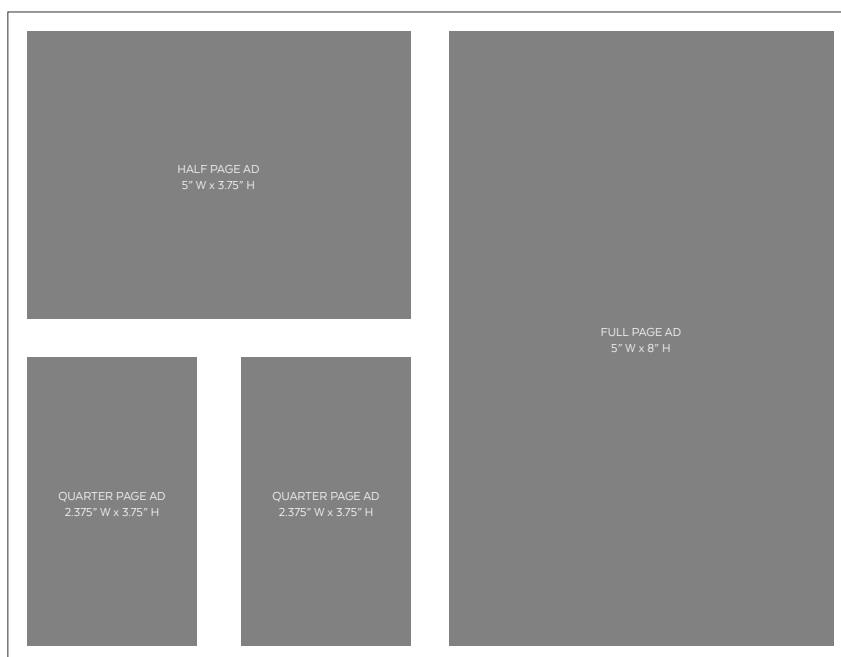
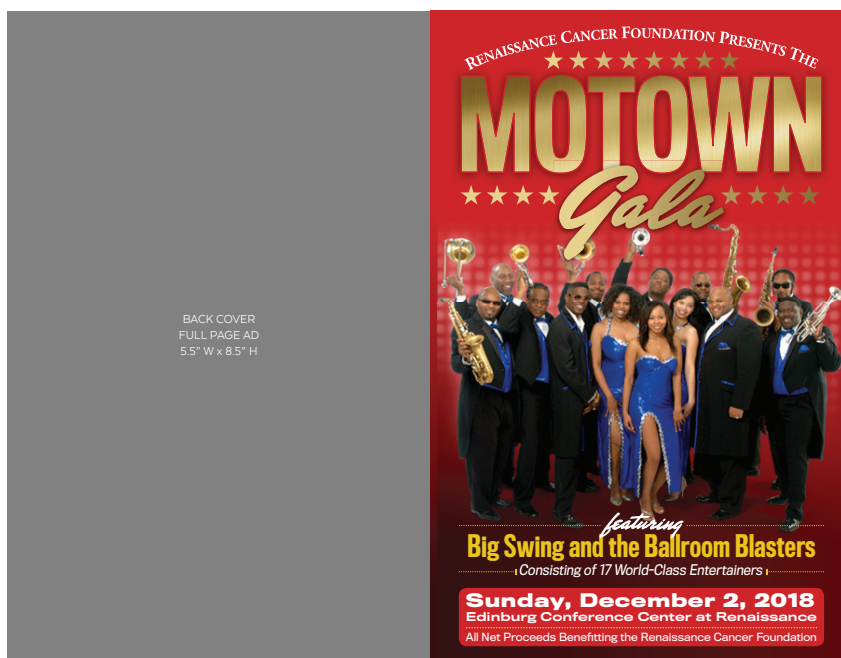
Artwork Submission:

PDF: CMYK, press quality, with
all fonts embedded. Acceptable
PDF's must be created from the
following programs: Adobe InDesign,
QuarkXPress, Adobe Illustrator. The
quality of PDFs created with any other
program cannot be guaranteed.

EPS: EPS file with all fonts converted
to outlines from Adobe Illustrator or
Freehand.

Adobe Photoshop native files: .tiff, and
.jpg files are acceptable however the
quality of text and line art won't be as
crisp as files provided in the formats
above.

For more information, call
(956) 362-2191





AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 5.B.

DATE SUBMITTED: November 15, 2018

MEETING DATE: November 19, 2018

FROM: Hilda Pedraza, City Clerk

DEPARTMENT: Administration

DIRECTOR: Edward Wylie

Agenda Item: Consideration and action on sponsorship in the amount of \$300 for Rolando Pacheco McAllen Ballet for advertising in their Christmas Carol Production Program Book.

Classification: Consent

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

Exclude Material from Public Packet? No

Reason:

Issue: The McAllen Ballet will be performing "Christmas Carol" on December 15 and 16, 2018 at the Valley View Performing Arts Theater located at 600 S. Jackson Rd., In Pharr. They are requesting sponsorship for advertising in their Program Book.

Christmas Carol Production Advertising Options:

Package 1 - Back Cover Page Program Book: \$1,000 (Size 8.5" x 5")

Package 2 - Full Page Program Book: \$500 (Size 8.5" x 5")

Package 3 - First Turn Page Program Book: \$800 (Size 8.5" x 5")

Package 4 - 1/2 Page Program Book: \$300 (Size 5" x 4.5")

Package 5 - Table Booth Space: \$300 (Hallway)

Financial Consideration: \$300.00

Staff Recommendation: Staff recommends \$300.00 "Package 4"

Alternatives:

ROUTING:

Hilda Pedraza

Sandra Zamora

Karla Moya

City Management Office

Created/Initiated - 11/15/2018

Approved - 11/16/2018

Approved - 11/16/2018

Final Approval - 11/16/2018

ROLANDO PACHECO

M c A l l e n B a l l e t C o.

Dear Community Member,

Since 2009 Rolando Pacheco McAllen Ballet has been part of magical productions that have become a standard of quality entertainment in the Rio Grande Valley. McAllen Ballet is a professional dance academy that prides itself at teaching the highest standard of dance with our renown director Rolando Pacheco. Rolando Pacheco originally from CUBA graduated from the conservatory of "Bellas Artes dela Havana" obtaining over 30 years of experience leading professional production companies around the world. Now here in the valley McAllen Ballet offers the opportunity to train local talent and showcase their outmost potential with local productions that include “Sleeping Beauty”, “Alice in Wonderland”, “Beauty and the Beast” and now our acclaimed production “Christmas Carol”.

We are very excited in finding a welcoming venue that will allow us to display our production at its best. This year in 2018, we will be performing “Christmas Carol” at the Valley View Performing Arts Theater located at 600 S. Jackson Rd Pharr, TX. The performance will be Dec. 15th and 16th with only two showings we are expecting an audience of 500 each guests each night. Sponsors have the opportunity to advertise in our FULL Color Program with their place of business or if they prefer they can sponsor one of our dancers. Our program is a great source of advertising a business, since programs are keepsakes for families that will be viewed over and over for generations to come.

As a local community member please help us support the Art world that faces daily challenges in continuing to do quality productions that help local seamstress, artists, engineers, and above all our dancers. Regardless of pressing times we continue to strive in offering family entertainment every year with sponsors like yourself that have taken the time to provide us with their support.

Yours Truly

Maribel Torres

Administrator

Rolando Pacheco McAllen Ballet

ROLANDO PACHECO

M c A l l e n B a l l e t C o .

SPONSORSHIP FORM FOR PROGRAM BOOK

This is a Program Book for the Christmas Carol Production. It will include the option of pictures of our Dancers, or our sponsors, please note that sponsors will also have the option of sponsoring a dancer. The program will also include all the cast, credits and music themes.

PLEASE PRINT ALL INFORMATION.

Contact: _____

Company name: _____

Address: _____ City: _____ Zip Code: _____

Office Phone: _____ Cell Phone: _____

Email: _____

CHRISTMAS CAROL PRODUCTION ADVERTISING OPTIONS

ALL ADS WILL BE IN FULL COLOR/ GLOSSY PAPER

Package 1 –Back COVER Page Program Book: \$1000 (Size 8.5"X 5")

Package 2 - Full Page Program Book: \$500 (Size 8.5"X 5")

Package 3 - First Turn Page Program Book:\$800 (Size 8.5"X 5")

Package 4 - ½ Page Program Book: \$300 (Size 5"X 4.5")

Package 5 – Table Booth Space: \$300 (Hallway)

***Please send your logo and the information you want included in your page to McAllenBallet@gmail.com**

PACKAGE CHOSEN: _____

Credit Card Number: _____

Exp Date: (Month/Year): _____ CVV: _____

Sponsorship Amount: \$ _____

Method of Payment:

CASH

☐

CREDIT CARD

☐

CHECK

☐

CHECK #

Paid: _____

Balance: _____ Signature: _____ Date: _____



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 5.C.

DATE SUBMITTED: November 15, 2018

MEETING DATE: November 19, 2018

FROM: Edward Chavez, Assistant Police Chief

DEPARTMENT: Police

DIRECTOR: Jose Luengo

Agenda Item: Consideration and action on request from Raul Longoria Elementary for street closures for school fundraiser and request assistance from Pharr Police Department for traffic/safety control.

Classification: Consent

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

Exclude Material from Public Packet? No

Reason: N/A

Issue: Raul Longoria Elementary has submitted a permit to the Texas Department of Transportation (TXDOT) requesting for street closure for a School Fundraiser Run (Color Run) which will take place December 15th of 2018 beginning at 8:00 AM. Raul Longoria is also requesting the assistance of Pharr Police Department during that time for traffic and safety control.

The street closure will be East along E. Sioux Road to Veterans Road from Cypress, then South on Veterans Road to E. Ferguson (FM 495). Then West of E. Ferguson to Cypress where it will continue North to the School Campus.

Raul Longoria has provided a map of the route along with a copy of their Liability Coverage.

Financial Consideration:

Staff Recommendation: We Recommend Approval

Alternatives: Not to Approve if TXDOT Road Closure Permit not Approved

ROUTING:

Edward Chavez

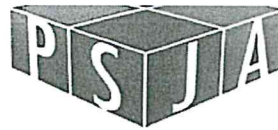
Created/Initiated - 11/15/2018

Jose Luengo
Ricardo Pedraza
City Management Office

Approved - 11/16/2018
Approved - 11/16/2018
Final Approval - 11/16/2018

Raul Longoria Elementary

"A Texas Education Agency RECOGNIZED School"

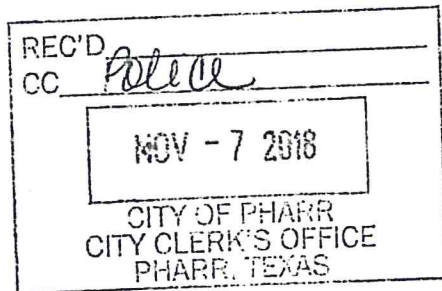


COLLEGE
READY. CONNECTED. COMPLETE

P. E. Department

To Whom It May Concern:

Raul Longoria Elementary will be having a Color Run on December 15, 2018 as a school fundraiser and we would like to request the assistance of the Pharr Police Department in this event. The route will be around Sioux Road, Veterans, 495 and Cypress. We would like to make this a fun and safe event for our students and their families.



Thank you,

Coach Garcia/Coach Compean



CITY OF PHARR
PARADES, PROCESSIONS AND STREET CLOSURE FORM
P.O. Box 1729 * 118 S. Cage Blvd. * Pharr, Texas 78577
Fax 956-702-5313



Date of Event: Tentatively 10/27/18 Dec. 15, 2018
Type of Event: ☐ Parade ☒ Walk-A-Thon ☐ Other _____
NAME OF CONTACT PERSON: Coach L. Garcia & Coach R. Compean
ORGANIZATION (IF APPLICABLE): PE Dept.
ADDRESS: 2500 Cypress Ave CITY: Pharr ZIP CODE: 78577
PHONE NO.: 956 354 2820 x 2814 CELLULAR PHONE: 956 961 9609
FAX NO.: 956 354 3268 E-MAIL: ludivina.garcia@psjaisd.us

PURPOSE AND DESCRIPTION OF EVENT:
Color Run for Longoria Elementary

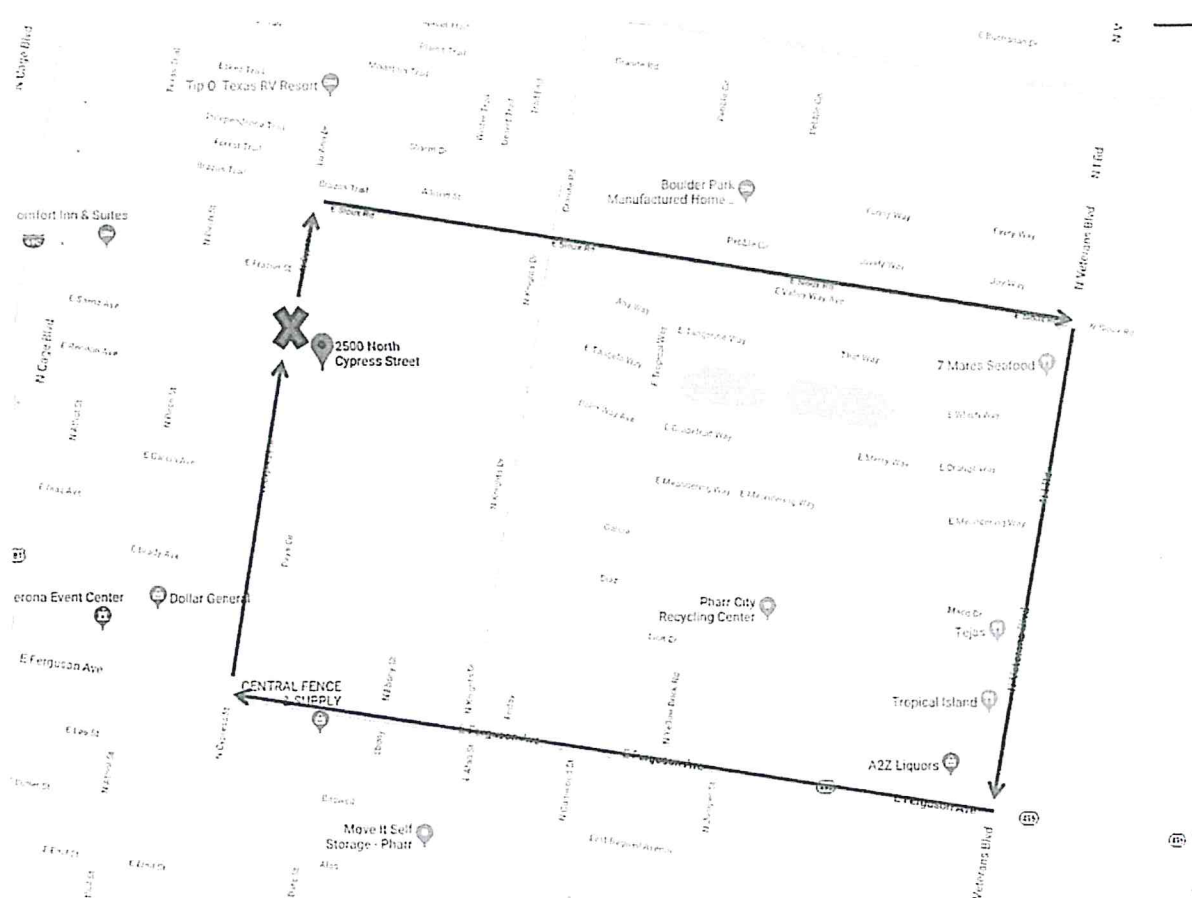
START TIME: ~~8:00~~ 8:00am END TIME: 11:00am
ROUTE TO BE TRAVELED OR UTILIZED (Attach Site & Traffic Plan)
Starting Location: R. Longoria Elementary
Ending Location: R. Longoria Elementary
Will event occupy all or only a portion of the width of the street? portion
Is the event insured? ☒ Yes ☐ No
If yes, Insurance Company Information _____ Contact #: 961 9609
Applicant Signature: Rudy Garcia

FOR CITY USE ONLY:

Date Received: _____
City Commission: _____ APPROVED _____ DENIED _____

City Manager's signature Date

REC'D _____
CC _____
OCT 31 2018
CITY OF PHARR
CITY CLERK'S OFFICE





DATE (MM/DD/YYYY)
05.24.2018

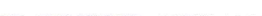
IMPORTANT: If the certificate holder is an ADDITIONAL COVERED ENTITY / PERSON, the policy(ies) must have ADDITIONAL COVERED ENTITY / PERSON provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the coverage, certain terms of coverage may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Carlisle Insurance Agency, Inc. 500 N Wter St Corpus Christie TX 78401-0234	CONTACT NAME: Jerry Bravenec / Missi Stecker	
	PHONE (A/C, No, Ext): 877-595-5611	FAX (A/C, No):
	E-MAIL ADDRESS:	
	PRODUCER CUSTOMER ID:	
	RISK POOL AFFORDING COVERAGE	
COVERED ENTITY / PERSON Pharr San Juan Alamo ISd P O Box 769 Pharr TX 78577	RISK POOL A: Property Casualty Alliance of Texas (PCAT)	
	RISK POOL B:	
	RISK POOL C:	

REVISION NUMBER

INSR LTR		TYPE OF COVERAGE	ADDL INSD	SUBR WVD	EFFECTIVE DATE (MM/DD/YYYY)	EXPIRATION DATE (MM/DD/YYYY)	LIMITS	
A		GENERAL LIABILITY			6.1.2018	6.1.2019	EACH OCCURRENCE	\$1,000,000
	☒	COMMERCIAL GENERAL LIABILITY					DAMAGE TO RENTED PREMISES (Ea occurrence)	\$500,000
	☐	CLAIMS-MADE ☒ OCCUR					MED EXP (Any one person)	\$0-
	☐						PERSONAL & ADV INJURY	\$1,000,000
	☐						GENERAL AGGREGATE	\$1,000,000
		GEN'L AGGREGATE LIMIT APPLIES PER:					PRODUCTS - COMP/OP AGG	\$1,000,000
	☒	POLICY ☐ PRO-JECT ☐ LOC					EMPLOYEE BENEFITS LIAB	\$
								\$
								\$
		AUTOMOBILE LIABILITY					COMBINED SINGLE LIMIT (Ea accident)	\$
	☐	ANY AUTO					BODILY INJURY (Per person)	\$
	☐	ALL OWNED AUTOS	☐	SCHEDULED AUTOS			BODILY INJURY (Per accident)	\$
	☐		☐	NON-OWNED AUTOS			PROPERTY DAMAGE (Per accident)	\$
	☐	HIRED AUTOS	☐					\$
								\$
								\$
		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	N/A				☐ PER STATUTE ☐ OTH-ER	
							E.L. EACH ACCIDENT	\$
							E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$
								\$
								\$
								\$

CANCELLATION

City of Pharr 118 S Cage Blvd. Pharr TX 78577	SHOULD ANY OF THE ABOVE DESCRIBED COVERAGES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE PROVISIONS IN THE COVERAGE DOCUMENTS.
	AUTHORIZED REPRESENTATIVE 



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 5.D.

DATE SUBMITTED: November 16, 2018

MEETING DATE: November 19, 2018

FROM: Gary Rodriguez, Events Center Director

DEPARTMENT: Events Center

DIRECTOR: Gary Rodriguez

Agenda Item: Consideration and action on request from the Rotary Club of Pharr to waive rental fees of the Pharr Events Center on Wednesday, December 12, 2018 from 8:30 a.m. - 3:30 p.m. for their Annual Special Needs Christmas Party.

Classification: Consent

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

Exclude Material from Public Packet? No

Reason:

Issue: Rotary Club of Pharr is requesting waiving of rental fees of the Pharr Events Center for Special Needs Christmas Party on Wednesday December 12, 2018. They are hosting over 500 Special Needs Children from the Pharr Community.

Financial Consideration: The amount to be waived, if approved, would be the non-profit rate of \$2,500.

Staff Recommendation: Staff recommends approval.

Alternatives: Alternative would be to deny this request.

ROUTING:

Gary Rodriguez
Karla Moya
City Management Office

Created/Initiated - 11/16/2018
Approved - 11/16/2018
Final Approval - 11/16/2018



October 30, 2018

Subj: Rotary Club of Pharr Special Needs Christmas Party

Mr. Edward M. Wylie, Interim City Manager:

On behalf of Rotary Club of Pharr, I would like to ask for the use of the Pharr Events Center, without charge, in order to host our annual Special Needs Christmas Party. This party, on average, is attended by over 500 special needs students of all ages and is organized with the help of PSJA ISD and Valley View ISD. The Rotary Club of Pharr provides not only the time and effort of every member but also meals and beverages for all the children. We also provide each student with a photo of themselves with Santa Claus.

If possible, we would like to coordinate the use of the event center the night of Tuesday, Dec. 11 to prepare for the event and Wednesday, Dec. 12 (8:30 am to 3:30 pm) for the party itself.

This event is near and dear to the heart of every Rotarian and we would really appreciate your help and support to make this another very successful event.

If you should have any questions on this matter, please do not hesitate to call me directly at (956) 369-5735 or via email at edalaniz@alanizandassociates.com.

Thank You,


Edelmiro Alaniz, President
Rotary Club of Pharr



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 5.E.

DATE SUBMITTED: November 16, 2018

MEETING DATE: November 19, 2018

FROM: Hilda Pedraza, City Clerk

DEPARTMENT: Administration

DIRECTOR:

Agenda Item: Consideration and action 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 - 11/16/2018



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 5.E.1.

DATE SUBMITTED: November 14, 2018

MEETING DATE: November 19, 2018

FROM: Angie Resio, Secretary

DEPARTMENT: Development Services

DIRECTOR: Melanie Cano

Agenda Item: Gabriela's Heavenly Wings, d/b/a Wingstop Restaurant, 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 being Lot 2, Pleasanton Subdivision, Pharr, Hidalgo County, Texas. The property's physical address is 2211 South Cage Boulevard, Suite 105. **CUP#100934**

Classification: Regular

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

Exclude Material from Public Packet? No

Reason: N/A

Issue: Gabriela's Heavenly Wings, d/b/a Wingstop Restaurant, 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#100934**

Financial Consideration: N/A

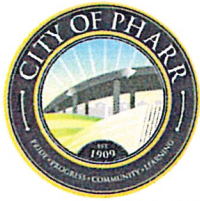
Staff Recommendation: Development Services is recommending approval of the renewal for the Conditional Use Permit to allow the sale of alcoholic beverages for on-premise consumption in a General Business District (C) subject to applicant and site being in compliance with all City Ordinances and City Department requirements.

Alternatives: N/A

ROUTING:

Angie Resio
Roland Gomez
Melanie Cano
City Management Office

Created/Initiated - 11/14/2018
Approved - 11/15/2018
Approved - 11/15/2018
Final Approval - 11/16/2018



Pharr



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

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

Executive Summary Letter

November 19, 2018

Conditional Use Permit **Renewal** for ABC –

Wingstop Restaurant

Background:

Gabriela's Heavenly Wings, d/b/a Wingstop Restaurant, is requesting renewal of the Conditional Use Permit to allow the sale of alcoholic beverages for on-premise consumption. This request constitutes the 8th renewal for Wingstop Restaurant.

The property is located at 2211 South Cage Boulevard, Suite 105. 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\CUP\IRNWL-WINGSTOP_2010



MEMORANDUM

DATE: MONDAY, NOVEMBER 19, 2018
TO: MAYOR AND CITY COMMISSION
FROM: MELANIE CANO, DEVELOPMENT SERVICES DIRECTOR
THROUGH: ED. WYLIE, INTERIM CITY MANAGER

SUBJECT: CONDITIONAL USE PERMIT RENEWAL FOR ABC FILE NO. CUP#100934 (WINGSTOP)
--

GENERAL INFORMATION:

APPLICANT: Gabriela's Heavenly Wings, d/b/a Wingstop Restaurant, 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 being Lot 2, Pleasanton Subdivision, Pharr, Hidalgo County, Texas.

LOCATION: The property's physical address is 2211 South Cage Boulevard, Suite 105.

ZONING: The property is currently zoned General Business District (C). The surrounding area is zoned General Business District (C) and High Density Multi-Family Residential District (R-4) to the north, General Business District (C) to the south, Residential Mobile Home District (R-MH) to the east, and General Business District (C) as well as Planned Unit Development (PUD) to the west. The area is generally designated for commercial use in the Land Use Plan.

COMMENTS:	POLICE CHIEF:	Recommends approval of the Conditional Use Permit.
	FIRE DEPARTMENT:	Recommends approval of the Conditional Use Permit.

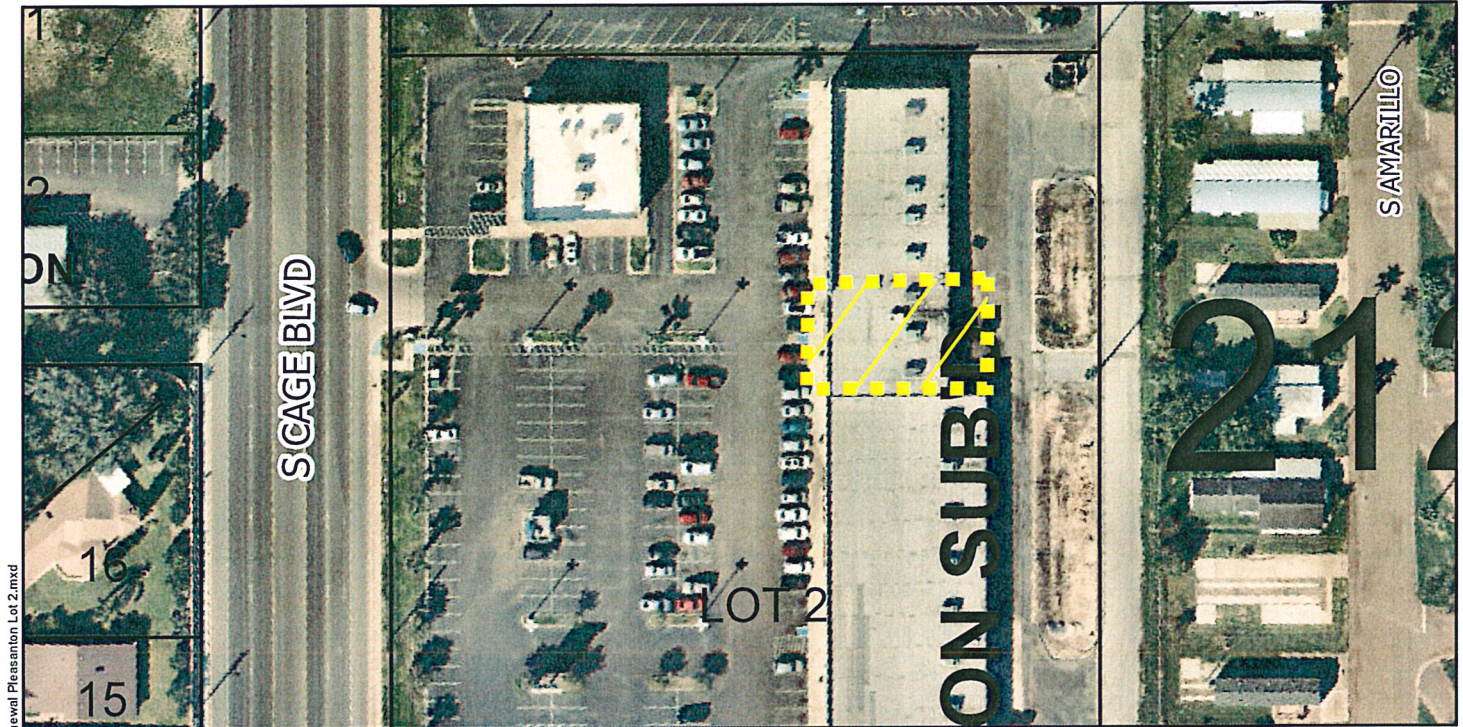
CODE COMPLIANCE: Recommends approval of the Conditional Use Permit.

HEALTH DIVISION: Recommends approval of the Conditional Use Permit.

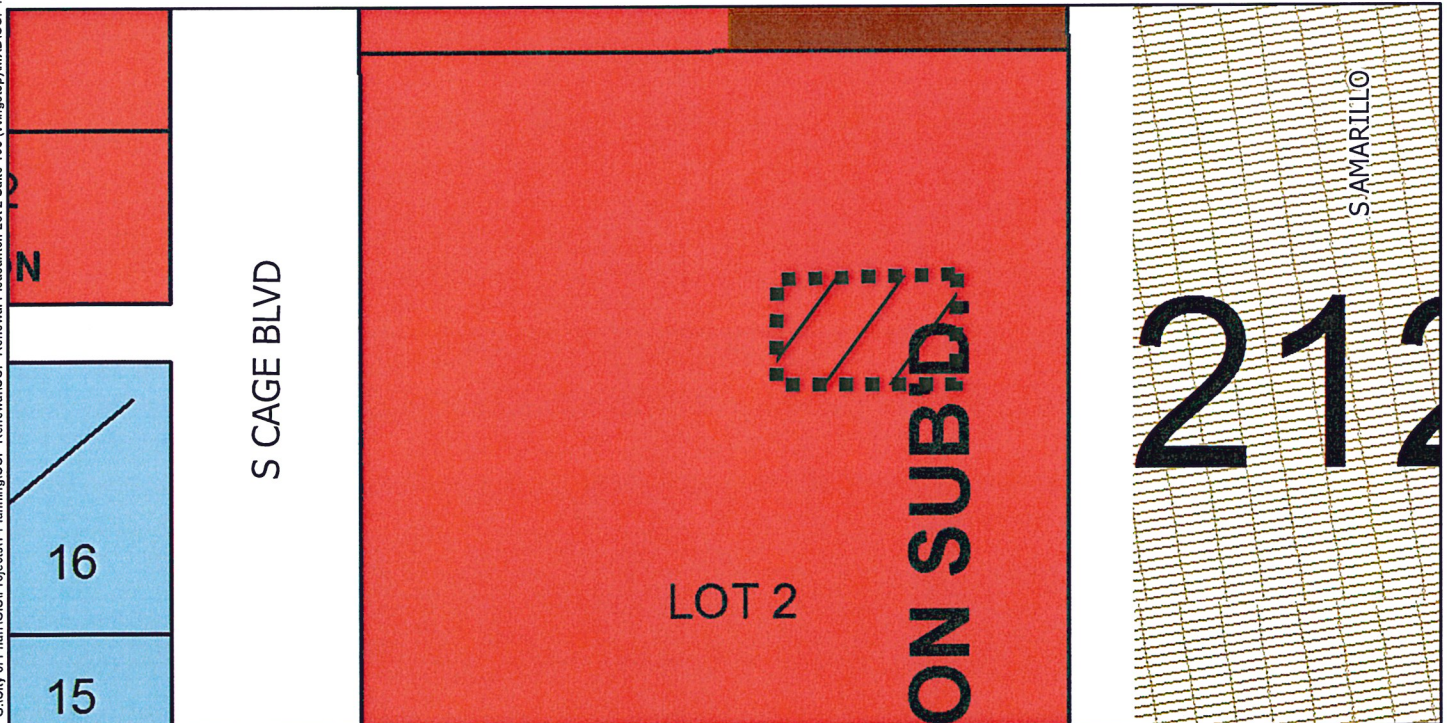
**PLANNING
DEPARTMENT:** Recommends approval of the Conditional Use Permit.

**DEVELOPMENT
SERVICES
RECOMMENDATIONS:** Development Services is recommending **approval** of the renewal for 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.

Conditional Use Permit Renewal
Pleasanton Lot 2
Gabriela's Heavenly Wings, d/b/a Wingstop Restaurant



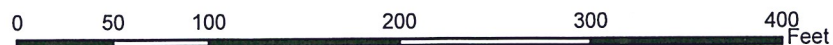
G:\City of Pharr\GIS\Projects\1-Planning\CUP Renewal\CUP Renewal Pleasanton Lot 2.mxd



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 = 100 feet



Date: 11/14/2018



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 5.E.2.

DATE SUBMITTED: November 14, 2018

MEETING DATE: November 19, 2018

FROM: Angie Resio, Secretary

DEPARTMENT: Development Services

DIRECTOR: Melanie Cano

Agenda Item: Topgolf USA Pharr, LLC., 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 1.27 acre tract of land, more or less out of Lot 3, Pharr Citrus Orchard Co. Subdivision, Pharr, Hidalgo County, Texas. The property is located within the 1900 Block of West Interstate Highway 2. **CUP#170846**

Classification: Regular

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

Exclude Material from Public Packet? No

Reason: N/A

Issue: Topgolf USA Pharr, LLC., 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#170846**

Financial Consideration: N/A

Staff Recommendation: Development Services is recommending approval of the request for renewal of the Conditional Use Permit and Late Hour Permit to allow the sale of alcoholic beverages for on-premise consumption in a General Business District (C) subject to site and applicant being in compliance with all City Ordinances and City Department requirements.

Alternatives: N/A

ROUTING:

Angie Resio

Roland Gomez

Melanie Cano

City Management Office

Created/Initiated - 11/14/2018

Approved - 11/14/2018

Approved - 11/15/2018

Final Approval - 11/16/2018



Pharr



MAYOR Ambrosio Hernández, MD | INTERIM CITY MANAGER Edward Wylie, EMC
COMMISSIONERS Eleazar Guajardo | Roberto "Bobby" Carrillo | Ramiro Caballero, MD | Daniel Chavez | Ricardo Medina | Mario Bracamontes

Executive Summary Letter

November 19, 2018

Conditional Use Permit for **Renewal** for ABC –

Topgolf USA Pharr, LLC

Background:

Topgolf USA Pharr, LLC., 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 2nd renewal for Topgolf USA Pharr, LLC.

The property is located at 1900 Block of West Interstate Highway 2. 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 and Late Hours 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\CUPs\ABC-Topgolf USA Pharr LLC_2017



MEMORANDUM

DATE: MONDAY, NOVEMBER 19, 2018
TO: MAYOR AND CITY COMMISSION
FROM: MELANIE CANO, DIRECTOR OF DEVELOPMENT SERVICES
THROUGH: ED WYLIE, INTERIM CITY MANAGER

SUBJECT: CONDITIONAL USE PERMIT RENEWAL FOR ABC – FILE NO. CUP#170846 (TOPGOLF USA PHARR, LLC)
--

GENERAL INFORMATION:

APPLICANT: Topgolf USA Pharr, LLC., 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 1.27 acre tract of land, more or less out of Lot 3, Pharr Citrus Orchard Co. Subdivision, Pharr, Hidalgo County, Texas.

LOCATION: The property is located within the 1900 Block of West Interstate Highway 2.

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 southwest portion of the property and City of Pharr limits lie to the northwest portion of the property. This area is generally designated for commercial use in the Land Use Plan.

COMMENTS: **POLICE CHIEF:** Recommends approval of the Conditional Use Permit.

FIRE DEPARTMENT:

Recommends approval of
the Conditional Use Permit.

**CODE COMPLIANCE
DIVISION:**

Recommends approval of
the Conditional Use Permit.

HEALTH DIVISION:

Recommends approval of
the Conditional Use Permit.

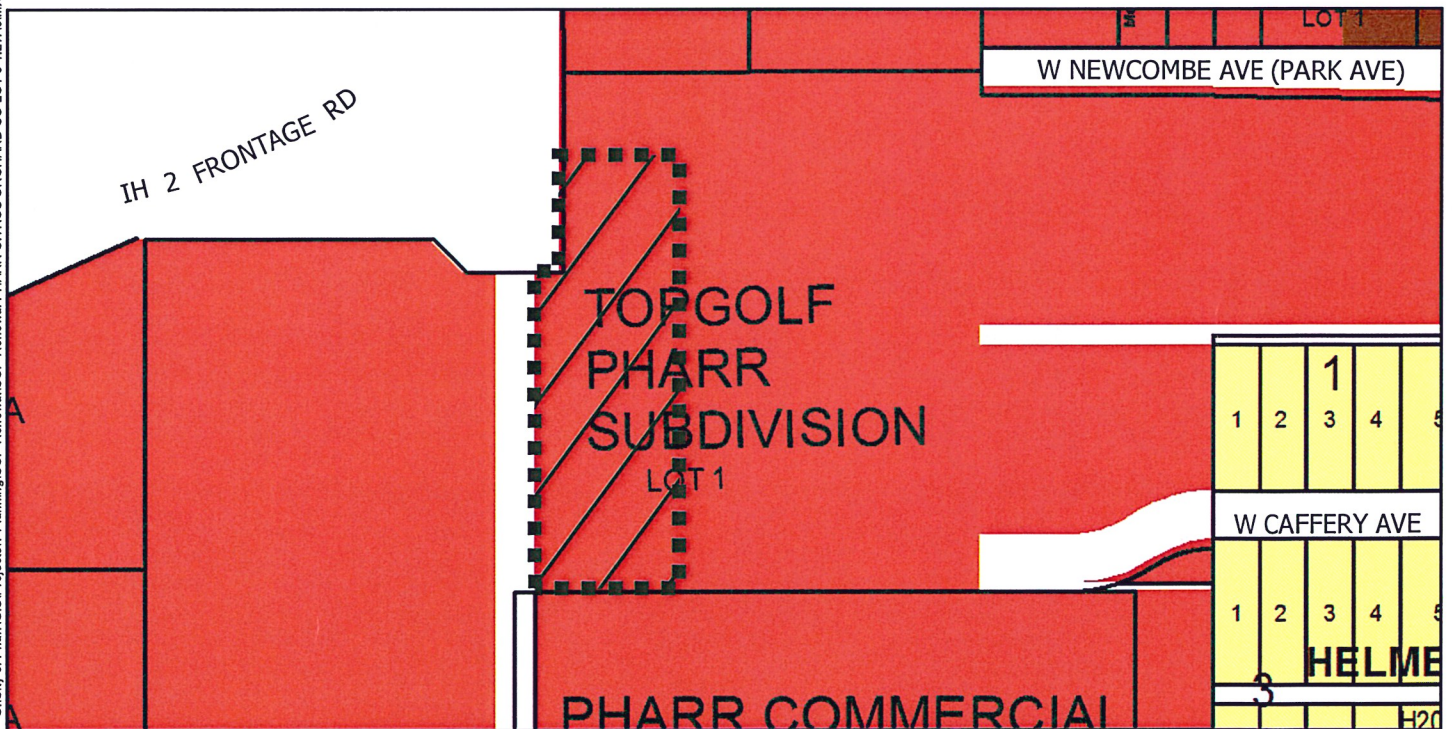
PLANNING DEPARTMENT:

Recommends approval of
the Conditional Use Permit.

**DEVELOPMENT
SERVICES
RECOMMENDATION:**

Development Services is recommending **approval** of the request for renewal of the Conditional Use Permit and Late Hour Permit to allow the sale of alcoholic beverages for on-premise consumption in a General Business District (C) subject to site and applicant being in compliance with all City Ordinances and City Department requirements.

G:\City of Pharr\GIS\Projects\1-Planning\CUP Renewal\PHARR CITRUS ORCHARD CO LOT 3 1.27Ac\MXD\CUP Renewal Base.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	





AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 5.E.3.

DATE SUBMITTED: November 14, 2018

MEETING DATE: November 19, 2018

FROM: Angie Resio, Secretary

DEPARTMENT: Development Services

DIRECTOR: Melanie Cano

Agenda Item: Dannenbaum Engineering Company – McAllen, LLC, representing Lynn Tract, LP, a Texas Limited Partnership, has filed with the Planning and Zoning Commission a request for a change of zone for the following tracts of land: Tract 1:A 0.727 acre tract of land out of Lot 203, Kelly Pharr Subdivision, Pharr, Hidalgo County, Texas; Tract 2:A 6.788 acre tract of land out of Lot 202 and 203, Kelly Pharr Subdivision, Pharr, Hidalgo County, Texas; Tract 3:A 5.360 acre tract of land out of Lot 203, Kelly-Pharr Subdivision, Pharr, Hidalgo County, Texas. COZ# 181069

Classification: Regular

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

Exclude Material from Public Packet? No

Reason: N/A

Issue: Dannenbaum Engineering Company – McAllen, LLC, representing Lynn Tract, LP, a Texas Limited Partnership, has filed with the Planning and Zoning Commission a request for a change of zone for the following tracts of land:

Tract 1:A 0.727 acre tract of land out of Lot 203, Kelly Pharr Subdivision, Pharr, Hidalgo County, Texas;

Tract 2:A 6.788 acre tract of land out of Lot 202 and 203, Kelly Pharr Subdivision, Pharr, Hidalgo County, Texas;

Tract 3:A 5.360 acre tract of land out of Lot 203, Kelly-Pharr Subdivision, Pharr, Hidalgo County, Texas. **COZ# 181069**

Financial Consideration: N/A

Staff Recommendation: Development Services is recommending approval of rezoning request from Agricultural and/or Open Space District (A-O) to General Business District (C) as the property meets area requirements and has adequate ingress and egress. If approved, applicant must subdivide and comply with all City Ordinances and City Department requirements.

The Planning and Zoning Commission carried the motion by majority with five (5) of the members voting yea and one (1) member abstaining to approve the rezoning request from Agricultural and/or Open Space District (A-O) to General Business District (C) subject to staff's recommendations.

Alternatives: N/A

ROUTING:

Angie Resio	Created/Initiated - 11/14/2018
Roland Gomez	Approved - 11/14/2018
Melanie Cano	Approved - 11/15/2018
City Management Office	Final Approval - 11/16/2018



STANDARDIZED RECOMMENDATION FORM

MEETING DATE: November 19, 2018

ROUTE TO BOARD:

☒ CITY COMMISSION

AGENDA ITEM: COZ:#181069

☐ PLANNING & ZONING COMMISSION

DATE SUBMITTED: October 09, 2018

1. **Applicant:** Dannenbaum Engineering Company – McAllen, LLC, representing Lynn Tract, LP, a Texas Limited Partnership, owners.
2. **Requested Action:** Re-zoning request from an Agricultural Open-Space District (A-O) to General Business District (C).
3. **Nature / Intent of Request:** In order to develop the properties for commercial use.

4. **Routing to Staff:**

F. Melanie Cano, Director



Initials

11/7/2018 ☒ Approval ☐ Denial

Date

G. Planning Staff
Recommendations



Initials

11/7/2018 ☒ Approval ☐ Denial

Date

H. Planning and Zoning
Commission

Initials

11/13/2018 ☒ Approval ☐ Denial

Date

I. City Attorney

Initials

Date

☐ Approval ☐ Denial

J. City Manager

Initials

Date

☐ Approval ☐ Denial



MEMORANDUM

DATE: MONDAY, NOVEMBER 19, 2018

TO: MAYOR AND CITY COMMISSION

FROM: DEVELOPMENT SERVICES

THROUGH: ED WYLIE, INTERIM CITY MANAGER

SUBJECT:	SUBJECT: Re-zoning Requests from an Agricultural Open-Space District (A-O) to a General Business District (C):
Tract 1:	A 0.727 acre tract of land out of Lot 203, Kelly Pharr Subdivision, Pharr, Hidalgo County, Texas; 425 and 435 West Ridge Road.
Tract 2:	A 6.788 acre tract of land out of Lot 202 and 203, Kelly Pharr Subdivision, Pharr, Hidalgo County, Texas; 800 Block of West Ridge Road.
Tract 3:	A 5.360 acre tract of land out of Lot 203, Kelly-Pharr Subdivision, Pharr, Hidalgo County, Texas; 600 Block of West Ridge Road.

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.

Dannenbaum Engineering Company – McAllen, LLC, representing Lynn Tract, LP, a Texas Limited Partnership, has filed with the Planning and Zoning Commission a request for a change of zone for the following tracts of land:

Tract 1: A 0.727 acre tract of land out of Lot 203, Kelly Pharr Subdivision, Pharr, Hidalgo County, Texas;

Tract 2: A 6.788 acre tract of land out of Lot 202 and 203, Kelly Pharr Subdivision, Pharr, Hidalgo County, Texas; 800 Block of West Ridge Road; and

Tract 3: A 5.360 acre tract of land out of Lot 203, Kelly-Pharr Subdivision, Pharr, Hidalgo County, Texas.

The subject sites are located on the south side of West Ridge Road and are located within the 400 – 800 Block of West Ridge Road.

The properties fronts West Ridge Road, a 100' minor arterial which runs east and west with a posted speed limit of 30 miles per hour or less as identified in the City of Pharr's Thoroughfare Plan.

The properties are currently zoned Agricultural Open-Space District (A-O); The properties are generally designated for commercial use in the Land Use Plan.

On February 17, 2015 the property to the north of Tract 1, was zoned to General Business District (C). On April 02, 2018 the property to the south of Tract 1, to the east, west and south of Tract 3 and east of Tract 2 was zoned to Single Family Residential District (R-1). On the same date of April 02, 2018 the property to the south and west of Tract 2 was zoned to Medium Density Multi-Family District (R-3). There have been no other zoning requests within the general vicinity of the subject property since that time.

Dannenbaum Engineering Company – McAllen, LLC, representing Lynn Tract, LP, owners, is requesting the change of zone in order to develop the properties for commercial use.

The General Business District (C) is established to provide adequate space and site diversification for most types of commercial development in the City of Pharr. Larger shopping centers and most existing commercial strips along major arterials would be included in this district. The noise, traffic, litter, late-night hours, and possible blighting influences require adequate buffering from residential areas, and the traffic from such uses should not pass through residential areas, except on arterials or major collectors.

Five (5) 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 letter or the legal notice.

Development Services is recommending **approval** of rezoning request from Agricultural and/or Open Space District (A-O) to General Business District (C) as the property meets area requirements and has adequate ingress and egress. If approved, applicant must subdivide and comply with all City Ordinances and City Department requirements.

PLANNING AND ZONING COMMISSION:

The Planning and Zoning Commission carried the motion by majority with five (5) of the members voting yea and one (1) member abstaining to approve the rezoning request from Agricultural and/or Open Space District (A-O) to General Business District (C) subject to staff's recommendations.

CITY COMMISSION OPTIONS:

1. **Approve the rezoning request;**
2. **Table the item for:**
 - a) **consideration by the full board;**
 - b) **additional information;**
 - c) **additional time for applicant and adjacent property owners to meet;**
3. **Disapprove the request.**



REQUEST FOR CHANGE OF ZONE & AMENDMENT TO LAND USE PLAN

Dannenbaum Engineering Company – McAllen, LLC, representing Lynn Tract, LP, owners

APPLICANT

400-800 Block of West Ridge Road

ADDRESS

Agricultural Open-Space District (A-O)

CURRENT ZONE

General Business District (C)

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

October 30, 2018

DATE

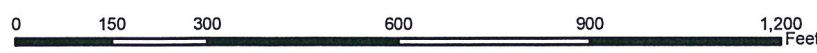
Proposed Change of Zone
 Kelly Pharr Subdivision Lots 202 and 203 for
 Ridge Subdivision Phases I, II and III
 Jose Villegas Jr, Dannenbaum Engineering Company -Mcallen LLC



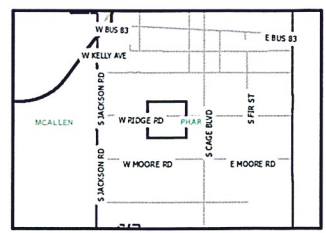
- | | | | |
|-----------------------------|-------------------|-------------------------|--------------------------|
| Agricultural Open Space | Townhouse | Heavy Commercial | Valley View ISD |
| Single Family | HUD Code | Heavy Industrial | Planned Unit Development |
| Single Family Small Lot | Rail Road R.O.W. | Limited Industrial | |
| Two Family | Government Owned | Neighborhood Commercial | |
| Medium Density Multi-Family | General Business | Office Professional | |
| High Density Multi-Family | Business District | PSJA ISD | |
| Mobile Home | Drainage Easement | Hidalgo ISD | |

City of Pharr, Texas
 Engineering Department
 956.402.4242

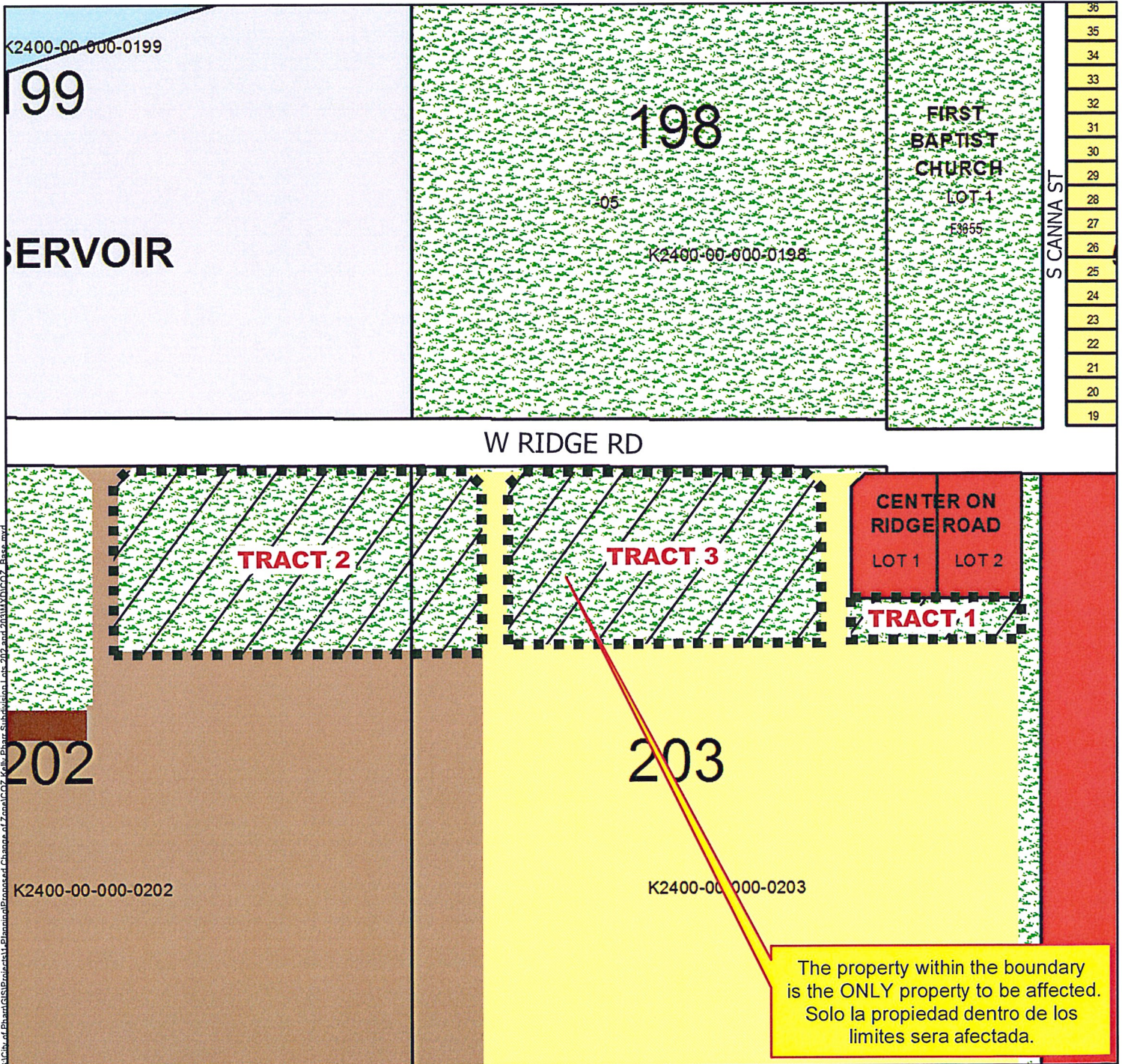
Scale: 1 inch = 300 feet



All information displayed on this map is subject to verification by field survey or by the agency responsible for maintaining the information. This map is intended for general information only.



Date: 10/18/2018



- | | | | |
|-----------------------------|-------------------|-------------------------|--------------------------|
| Agricultural Open Space | Townhouse | Heavy Commercial | Valley View ISD |
| Single Family | HUD Code | Heavy Industrial | Planned Unit Development |
| Single Family Small Lot | Rail Road R.O.W. | Limited Industrial | |
| Two Family | Government Owned | Neighborhood Commercial | |
| Medium Density Multi-Family | General Business | Office Professional | |
| High Density Multi-Family | Business District | PSJA ISD | |
| Mobile Home | Drainage Easement | Hidalgo ISD | |

All information displayed on this map is subject to verification by field survey or by the agency responsible for maintaining the information. This map is intended for general information only.



LEGEND

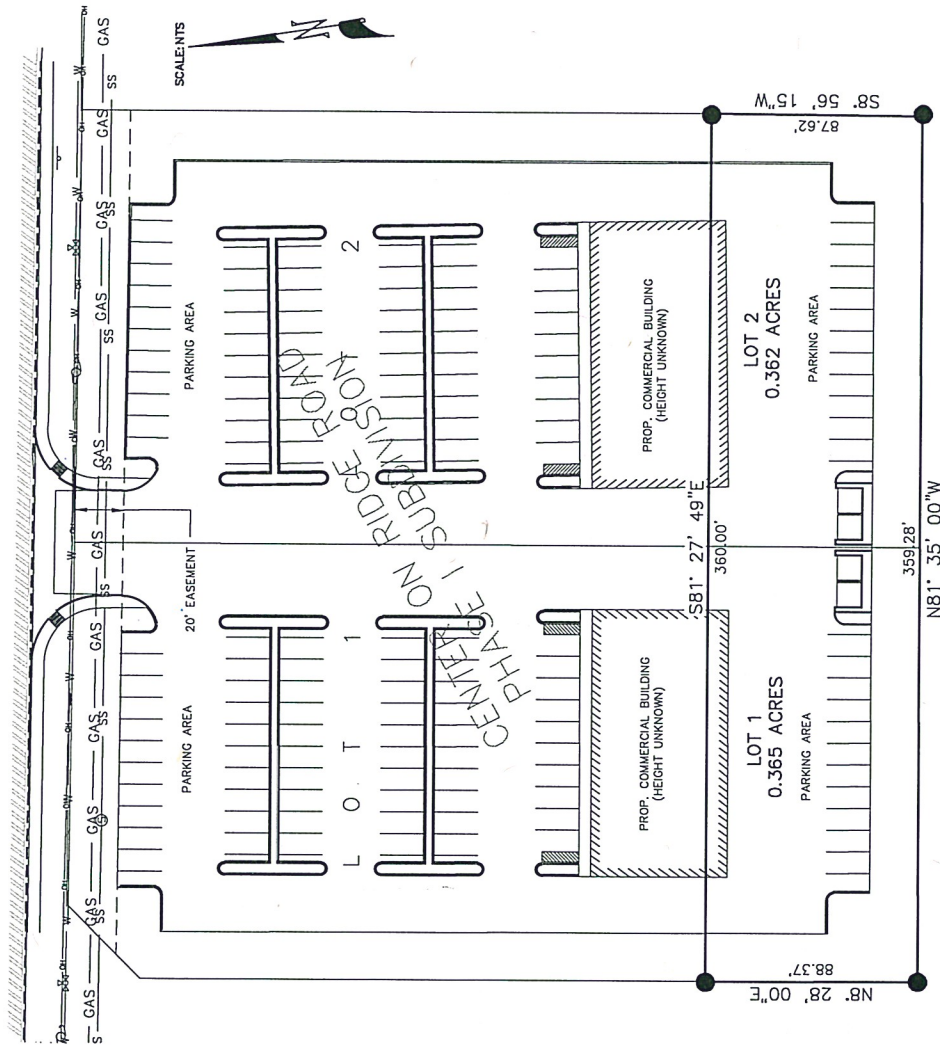
- FOUND ROD
- ⊕ POWER POLE
- ⊙ SANITARY SEWER MANHOLE
- S — SANITARY SEWER LINE
- OH — OVERHEAD ELECTRIC
- ⊕ FIRE HYDRANT
- ⊕ WATER VALVE
- ⊕ STORM INLET
- STREET SIGN
- IRRIGATION STAND PIPE
- GAS — GAS LINE
- X — CHAIN LINK FENCE

NARRATIVE:
0.727 ACRES TOTAL
THE PROPOSED USE FOR THIS SITE
IS FOR COMMERCIAL TYPE BUILDING
FACILITIES WITH ADEQUATE PARKING,
DRAINAGE, AND LANDSCAPING.
THIS DRAWING SHOWS A CONCEPTUAL
SITE LAYOUT AND SHOULD NOT BE
CONSIDERED TO BE THE ACTUAL
SITE LAYOUT.

CENTER ON RIDGE SUBDIVISION PHASE I

DANNENBAUM
ENGINEERING COMPANY - McALLEN, LLC
T.B.P.L.S. FIRM REGISTRATION #1014041
1109 WEST NOLANA AVE., STE 208 McALLEN, TX 78504 (956) 682-3577

EDGE ROAD ~ VARIABLE R.O.W.

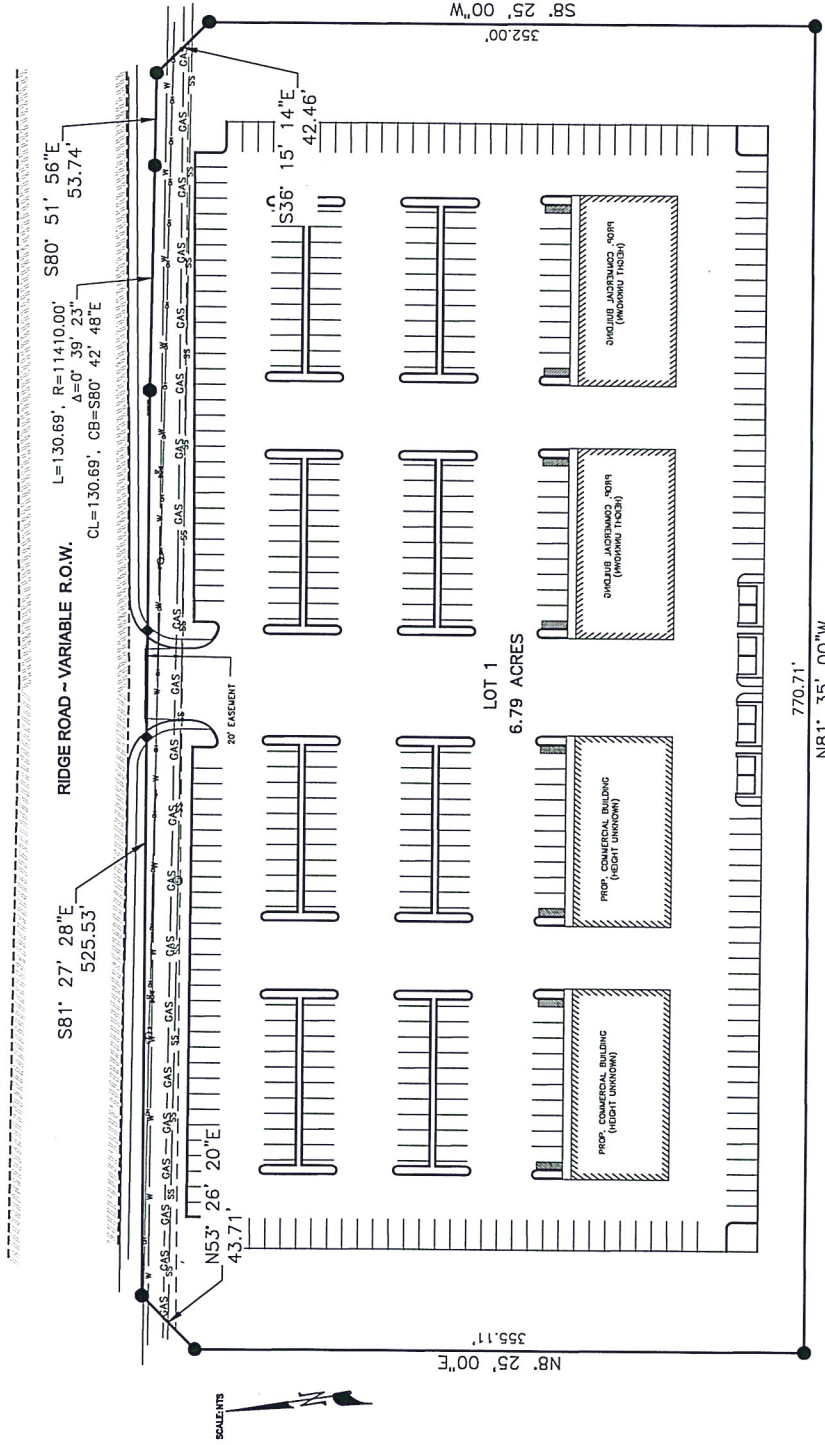


CONCEPTUAL SITE PLAN REZONING EXHIBIT

LEGEND

- FOUND ROD
- ⊕ POWER POLE
- ⊙ SANITARY SEWER MANHOLE
- S — SANITARY SEWER LINE
- OH — OVERHEAD ELECTRIC
- ⊕ FIRE HYDRANT
- ⊕ WATER VALVE
- ⊕ STORM INLET
- STREET SIGN
- IRRIGATION STAND PIPE
- GAS — GAS LINE
- X — CHAIN LINK FENCE

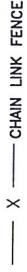
NARRATIVE:
6.79 ACRES TOTAL
THE PROPOSED USE FOR THIS SITE
IS FOR COMMERCIAL TYPE BUILDING
FACILITIES WITH ADEQUATE PARKING,
DRAINAGE, AND LANDSCAPING.
THIS DRAWING SHOWS A CONCEPTUAL
SITE LAYOUT AND SHOULD NOT BE
CONSIDERED TO BE THE ACTUAL
SITE LAYOUT.



CONCEPTUAL SITE PLAN REZONING EXHIBIT

CENTER ON RIDGE SUBDIVISION PHASE II

DANNENBAUM
ENGINEERING COMPANY - McALLEN, LLC
T.B.P.L.S. FIRM REGISTRATION #1014041
1109 WEST NOLANA AVE., STE 208 McALLEN, TX 78504 (956) 682-3677



NARRATIVE:

5.36 ACRES TOTAL
THE PROPOSED USE

IS FOR COMMERCIAL

FACILITIES WITH ADI
DRAINAGE. AND LAN

THIS DRAWING SHOWS
SITE LAYOUT AND

**SITE LAYOUT AND
CONSIDERED TO BE**

SITE LAYOUT.

CENTER

Individual

SUBDIVISION

DANNI

INNOVATION

ENGINEERING CO

I.B.P.L.S. FIRM H
9 WEST NOLANA AVE., ST

SUBDIVISION PHASE III

REZONING EXHIBIT

ENGINEERING COMPANY - McALLEN ILC

T.B.P.L.S. FIRM REGISTRATION #1014041

109 WEST NOLANA AVE., STE 208 McALLEN, TX 78504 (956) 682-3677





AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 5.E.4.

DATE SUBMITTED: November 14, 2018

MEETING DATE: November 19, 2018

FROM: Angie Resio, Secretary

DEPARTMENT: Development Services

DIRECTOR: Melanie Cano

Agenda Item: Maria Isabel Aranda has filed with the Planning and Zoning Commission a request for a change of zone from Single-Family Residential District (R-1) to Neighborhood Commercial District (N-C). The property is legally described as being Lots 16 & 17, Block 10, Evans Subdivision No. 4, Pharr, Hidalgo County, Texas. The property's physical address is 253 West Thomas Road. **COZ#181070**

Classification: Regular

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

Exclude Material from Public Packet? No

Reason: N/A

Issue: Maria Isabel Aranda has filed with the Planning and Zoning Commission a request for a change of zone from Single-Family Residential District (R-1) to Neighborhood Commercial District (N-C). **COZ#181070**

Financial Consideration: N/A

Staff Recommendation: Development Services is recommending approval of the request to re-zone to Neighborhood Commercial District (N-C) as the property meets area requirements, has adequate ingress and egress. If approved, the owner must comply with all City Ordinances, City Department requirements.

The Planning and Zoning Commission unanimously voted to approve the rezoning request from Single-Family Residential District (R-1) to Neighborhood Commercial District (N-C) subject to staff's recommendations.

Alternatives: N/A

ROUTING:

Angie Resio
Roland Gomez

Created/Initiated - 11/14/2018
Approved - 11/14/2018

Melanie Cano
City Management Office

Approved - 11/15/2018
Final Approval - 11/16/2018



Pharr

Development Services



STANDARDIZED RECOMMENDATION FORM

MEETING DATE: November 19, 2018

ROUTE TO BOARD:

☒ CITY COMMISSION

AGENDA ITEM:

COZ:#181070

☐ PLANNING & ZONING COMMISSION

DATE SUBMITTED:

October 19, 2018

5. Applicant:

Maria Isabel Aranda, owner.

6. Requested Action:

Re-zoning request from a Single-Family Residential District (R-1) to Neighborhood Commercial District (N-C).

7. Nature / Intent of Request:

In order to construct a small neighborhood convenience store on said property.

8. Routing to Staff:

F. Melanie Cano, Director


Initials

11/8/18 ☒ Approval ☐ Denial
Date

G. Planning Staff
Recommendations


Initials

11/8/18 ☒ Approval ☐ Denial
Date

H. Planning and Zoning
Commission

Initials

11/13/18 ☒ Approval ☐ Denial
Date

I. City Attorney

Initials

Date ☐ Approval ☐ Denial

J. City Manager

Initials

Date ☐ Approval ☐ Denial



MEMORANDUM

DATE: MONDAY, NOVEMBER 19, 2018
TO: MAYOR AND CITY COMMISSION
FROM: DEVELOPMENT SERVICES
THROUGH: ED WYLIE, INTERIM CITY MANAGER

SUBJECT: Re-zoning Request: From Single-Family Residential District (R-1) to Neighborhood Commercial District (N-C): Being Lots 16 & 17, Block 10, Evans Subdivision No. 4, Pharr, Hidalgo County, Texas. The property's physical address is 253 West Thomas Road.
--

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:

Maria Isabel Aranda has filed with the Planning and Zoning Commission a request for a change of zone from Single-Family Residential District (R-1) to Neighborhood Commercial District (N-C).

The subject site is located on the south side of West Thomas Road with the property's physical address being 253 West Thomas Road. The property is legally described as being Lots 16 & 17, Block 10, Evans Subdivision No. 4, Pharr, Hidalgo County, Texas.

The property fronts West Thomas Road, an 80' major collector which runs east and west 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 north, south and east and Agricultural and/or Open Space District (A-O) to the west. The property is generally designated for single-family residential use in the Land Use Plan.

On December 16, 1986, the property and the surrounding property to the north, south and east were annexed into the City of Pharr and zoned Single-Family Residential District (R-1). There have been no other zoning requests within the general vicinity of the subject property since that time.

Maria Isabel Aranda is requesting the change of zone in order to construct a small neighborhood convenience store on said property.

The Neighborhood Commercial District is established as a limited retail category intended for use near neighborhood areas for the purpose of supplying day-to-day retail needs of the residents in the area. The city will not zone for NC usage in advance unless asked to do so by the property owner. This district could therefore, be considered a "floating zone". Since the site is typically small, and surrounded by residential type land uses, this zoning would have the appearance of a spot zone. It is not an illegal spot zone, however, if it is called for in the comprehensive plan, or if it serves a need in the neighborhood.

Twenty-two (22) letters were mailed out to the surrounding property owners and a legal notice was published in the Advance News Journal. Staff received one telephone call for information only.

Development Services is recommending **approval** of the request to re-zone to Neighborhood Commercial District (N-C) as the property meets area requirements, has adequate ingress and egress. If approved, the owner must comply with all City Ordinances, City Department requirements.

PLANNING AND ZONING COMMISSION:

The Planning and Zoning Commission unanimously voted to **approve** the rezoning request from Single-Family Residential District (R-1) to Neighborhood Commercial District (N-C) 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

Maria Isabel Aranda, owner.

APPLICANT

Single-Family Residential District (R-1)

CURRENT ZONE

253 West Thomas Road

ADDRESS

Neighborhood Commercial District (N-C)

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

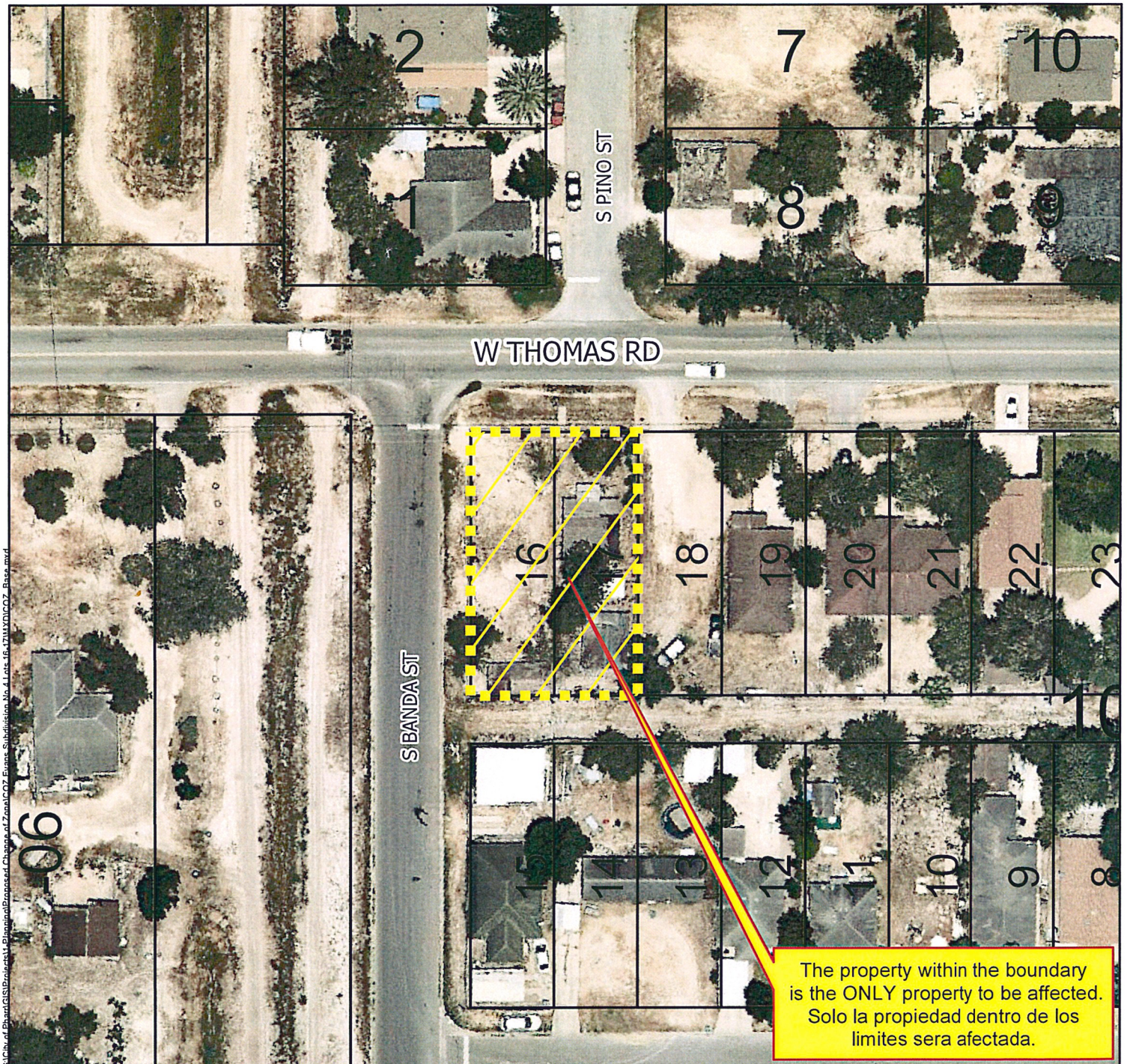
The property meets area requirements, has adequate ingress and egress and is compatible with
the surrounding properties.

Della Robles, Planner I

PREPARED BY

October 30, 2018

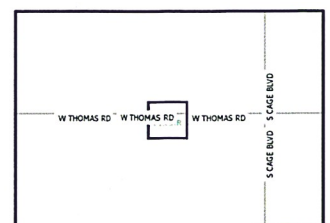
DATE

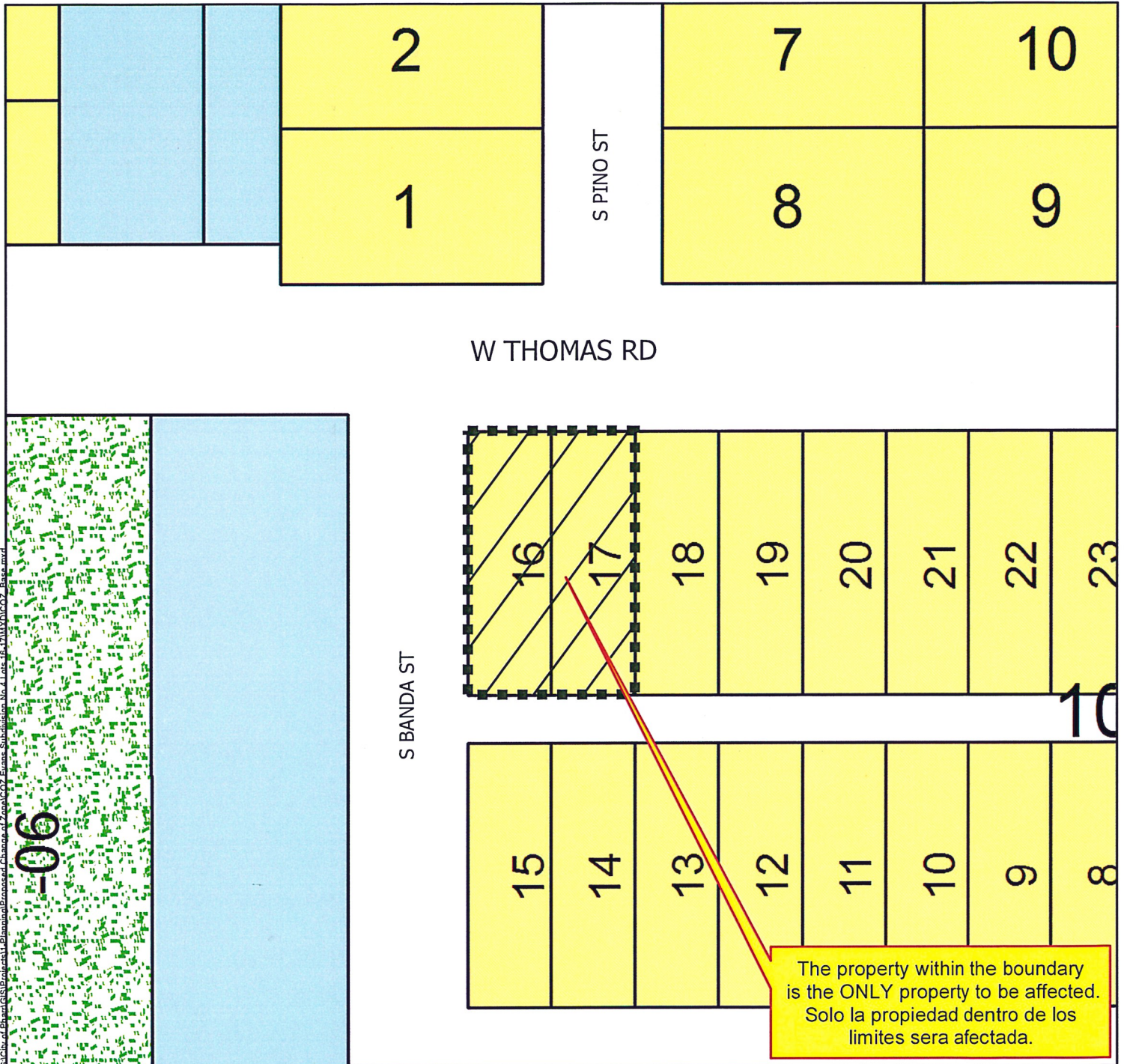


The property within the boundary is the ONLY property to be affected.
Solo la propiedad dentro de los limites sera afectada.

Agricultural Open Space	Townhouse	Heavy Commercial	Valley View ISD
Single Family	HUD Code	Heavy Industrial	Planned Unit Development
Single Family Small Lot	Rail Road R.O.W.	Limited Industrial	
Two Family	Government Owned	Neighborhood Commercial	
Medium Density Multi-Family	General Business	Office Professional	
High Density Multi-Family	Business District	PSJA ISD	
Mobile Home	Drainage Easement	Hidalgo ISD	

All information displayed on this map is subject to verification by field survey or by the agency responsible for maintaining the information. This map is intended for general information only.



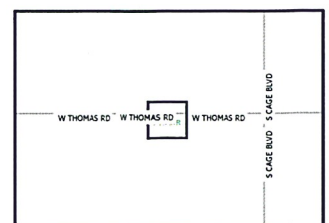


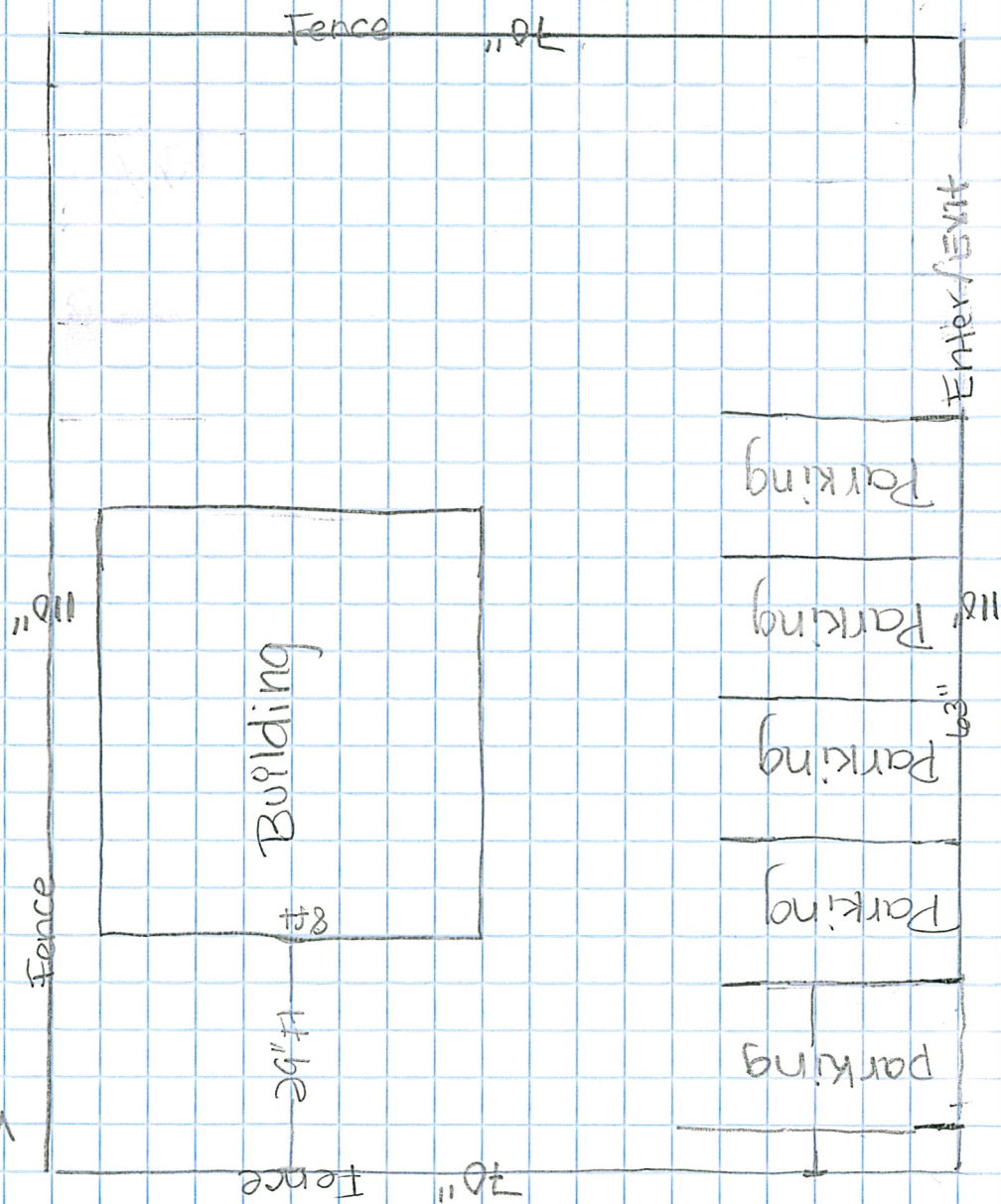
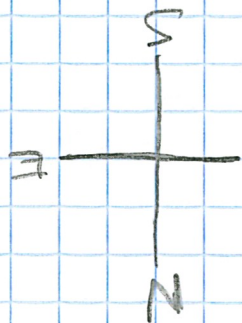
The property within the boundary
 is the ONLY property to be affected.
 Solo la propiedad dentro de los
 limites sera afectada.

- | | | |
|-----------------------------|-------------------|-------------------------|
| Agricultural Open Space | Townhouse | Heavy Commercial |
| Single Family | HUD Code | Heavy Industrial |
| Single Family Small Lot | Rail Road R.O.W. | Limited Industrial |
| Two Family | Government Owned | Neighborhood Commercial |
| Medium Density Multi-Family | General Business | Office Professional |
| High Density Multi-Family | Business District | PSJA ISD |
| Mobile Home | Drainage Easement | Hidalgo ISD |

- Valley View ISD
- Planned Unit Development

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 to verification by field survey or by the agency
 responsible for maintaining the information.
 This map is intended for general information only.





- - W. Thomas Rd - - - - -

- - - - - Banda St - - - - -





6506

6505

6507

W THOMAS RD

S BANDA ST

S PINO ST

16

253

17

18

245

19

20

241

21

22

15

256

14

254

13

248

12

244

11

236

10

232

9

228

8



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 5.E.5.

DATE SUBMITTED: November 14, 2018

MEETING DATE: November 19, 2018

FROM: Angie Resio, Secretary

DEPARTMENT: Development Services

DIRECTOR: Melanie Cano

Agenda Item: Quinta Real Events, LLC has filed with the Planning and Zoning Commission a request for 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 0.18 acre tract of land, more or less, out of Lot 1 and 2, save and except the S32' out of Lot 2, Sing's Subdivision, Pharr, Hidalgo County, Texas. The property's physical address is 2620 South Gardenia Street. **CUP#180864**

Classification: Regular

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

Exclude Material from Public Packet? No

Reason:

Issue: Quinta Real Events, LLC has filed with the Planning and Zoning Commission a request for 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#180864**

Financial Consideration:

Staff Recommendation: Development Services is recommending approval 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 the applicant and site being in compliance with all City Ordinances and City Department requirements.

The Planning and Zoning Commission carried the motion unanimously to approve the request for a 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 staff's recommendations.

Alternatives:

ROUTING:

Angie Resio

Created/Initiated - 11/14/2018

Roland Gomez

Approved - 11/14/2018

Melanie Cano

Approved - 11/15/2018

City Management Office

Final Approval - 11/16/2018



MEMORANDUM

DATE: MONDAY, NOVEMBER 19, 2018
TO: MAYOR AND CITY COMMISSION
FROM: MELANIE CANO, DIRECTOR OF DEVELOPMENT SERVICES
THROUGH: ED WYLIE, INTERIM CITY MANAGER

SUBJECT: CONDITIONAL USE PERMIT FOR ABC FILE NO. CUP#180864 (QUINTA REAL EVENTS, LLC)
--

GENERAL INFORMATION:

APPLICANT: Quinta Real Events, LLC has filed with the Planning and Zoning Commission a request for 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 0.18 acre tract of land, more or less, out of Lot 1 and 2, save and except the S32' out of Lot 2, Sing's Subdivision, Pharr, Hidalgo County, Texas.

LOCATION: The property's physical address is 2620 South Gardenia Street.

ZONING: The property is currently zoned General Business District (C). The surrounding area is zoned Single-Family Residential District (R-1) to the north, south and west and Single-Family Residential District (R-1) and Office Professional District (O-P) to the east. This area is generally designated for single-family residential use in the Land Use Plan.

COMMENTS: **POLICE CHIEF:** Recommends approval of the Conditional Use Permit.

FIRE DEPARTMENT: Recommends approval of the Conditional Use Permit.

**CODE COMPLIANCE
DIVISION:**

Recommends approval of
the Conditional Use Permit.

HEALTH DIVISION:

Recommends approval of
the Conditional Use Permit.

PLANNING DIVISION:

Recommends approval of
the Conditional Use Permit.

**NOTIFICATION
OF PUBLIC:**

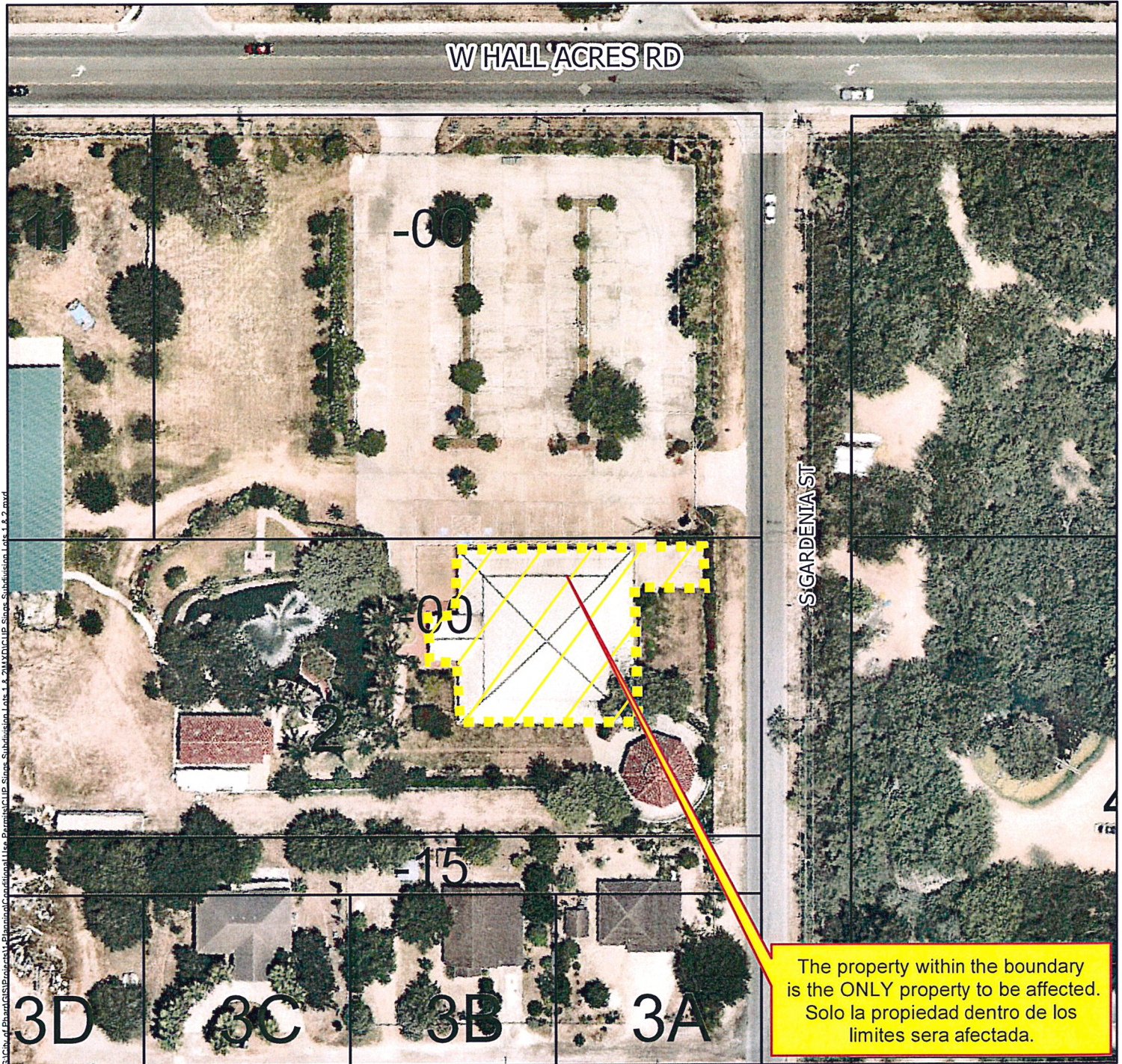
Thirty-four (34) surrounding property owners were notified of the request by letter and a legal notice was published in the Advance News Journal. Staff received one telephone call to the letters or the legal notice.

**DEVELOPMENT
SERVICES
RECOMMENDATIONS:**

Development Services is recommending approval 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 the applicant and site being in compliance with all City Ordinances and City Department requirements.

**PLANNING & ZONING
COMMISSION:**

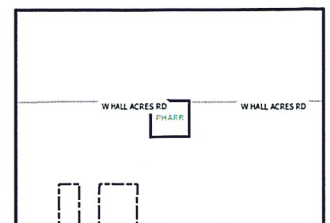
The Planning and Zoning Commission carried the motion unanimously to approve the request for a Conditional Use Permit and Late Hours Permit to allow the sale of alcoholic beverages for on-premise consumption in a General Business District (C) subject to staff's recommendations.

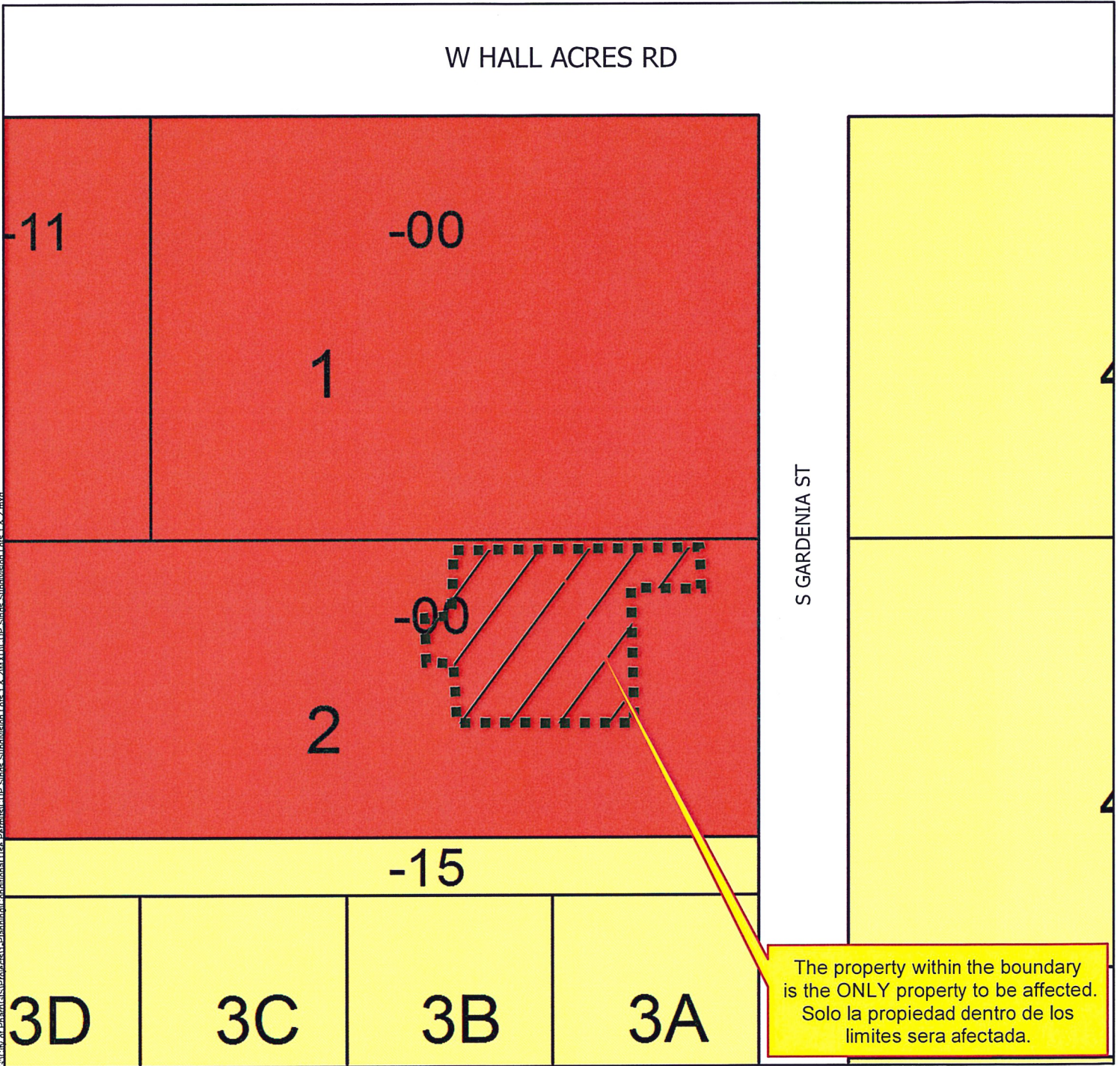


- | | | |
|-----------------------------|-------------------|-------------------------|
| Agricultural Open Space | Townhouse | Heavy Commercial |
| Single Family | HUD Code | Heavy Industrial |
| Single Family Small Lot | Rail Road R.O.W. | Limited Industrial |
| Two Family | Government Owned | Neighborhood Commercial |
| Medium Density Multi-Family | General Business | Office Professional |
| High Density Multi-Family | Business District | PSJA ISD |
| Mobile Home | Drainage Easement | Hidalgo ISD |

- Valley View ISD
- Planned Unit Development

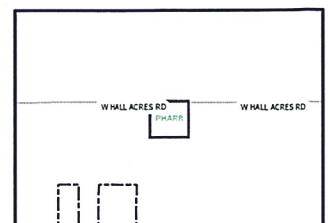
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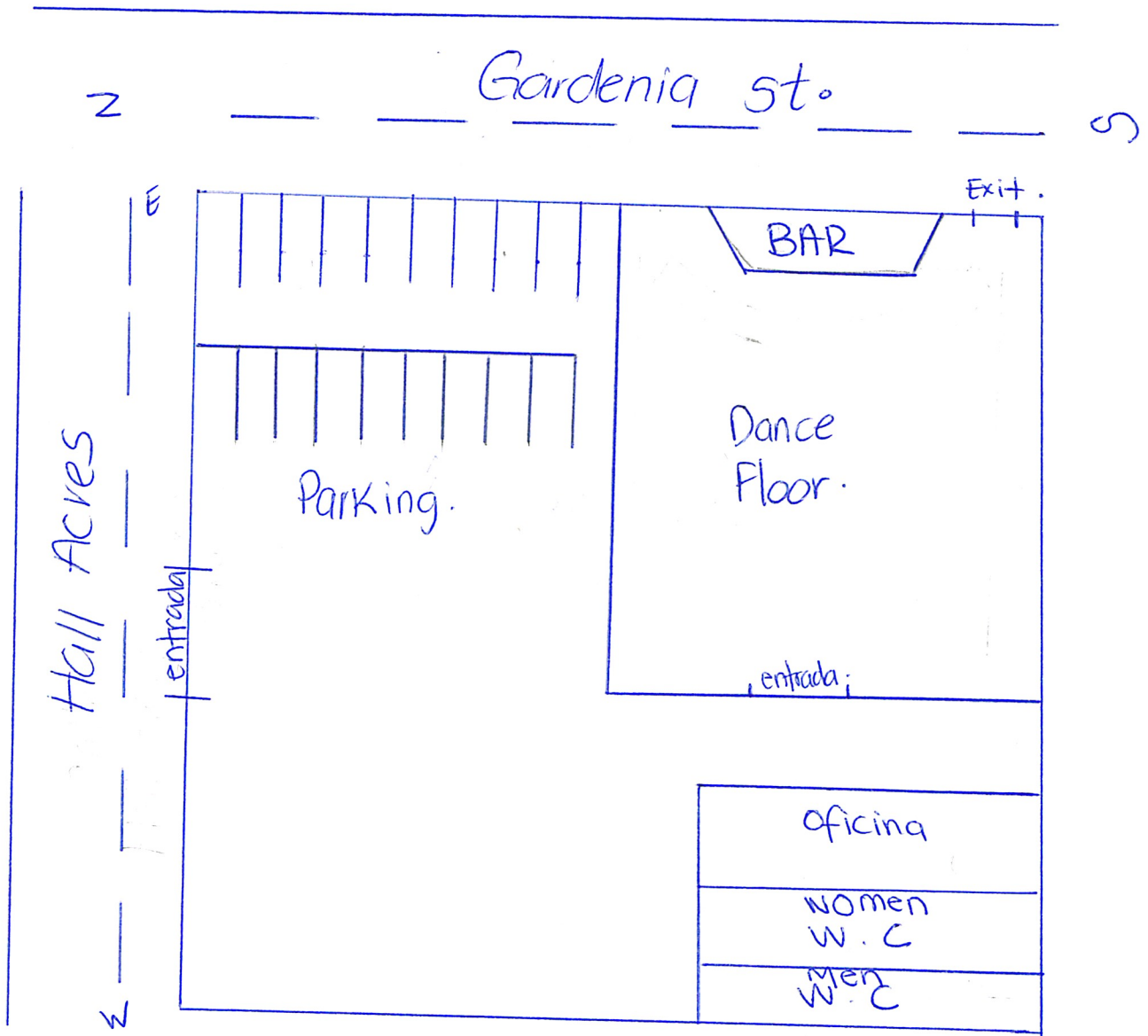


- | | | | |
|-----------------------------|-------------------|-------------------------|--------------------------|
| Agricultural Open Space | Townhouse | Heavy Commercial | Valley View ISD |
| Single Family | HUD Code | Heavy Industrial | Planned Unit Development |
| Single Family Small Lot | Rail Road R.O.W. | Limited Industrial | |
| Two Family | Government Owned | Neighborhood Commercial | |
| Medium Density Multi-Family | General Business | Office Professional | |
| High Density Multi-Family | Business District | PSJA ISD | |
| Mobile Home | Drainage Easement | Hidalgo ISD | |

All information displayed on this map is subject to verification by field survey or by the agency responsible for maintaining the information. This map is intended for general information only.



2620 S. Gardenia St. Pharr, Texas 78577.





PHARR-SAN JUAN-ALAMO ISD

Business Services

Janet Robles, *Chief Financial Officer*

September 11, 2018

Norma Garza
Quinta Real Events, LLC
2620 S. Gardenia Street
Pharr, TX 78577

Dear Ms. Garza:

At the regular board meeting of September 10, 2018, the Pharr-San Juan-Alamo Board of Education did not object to your notification of a request for a wine & beer retailers permit for Quinta Real Event Center.

Should you have any questions, please call me at 354-2018.

Sincerely,

A handwritten signature in blue ink that reads 'Janet Robles'. The signature is fluid and cursive, with the first name 'Janet' being more prominent than the last name 'Robles'.

Janet Robles
Chief Financial Officer

cc: Dr. Daniel King, Superintendent

START COLLEGE NOW! COMPLETE EARLY! GO FAR!

601 E. Kelly St., Pharr, TX 78577 P.O. Box 769, Pharr, TX 78577 P: (956) 354-2018 F: (956) 354-3002 www.psjaisd.us

It is the policy of Pharr-San Juan-Alamo ISD not to discriminate on the basis of sex, disability, race, color, religion, national origin or age.





AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 5.F.

DATE SUBMITTED: November 16, 2018

MEETING DATE: November 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 - 11/16/2018



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 5.F.1.

DATE SUBMITTED: November 14, 2018

MEETING DATE: November 19, 2018

FROM: Angie Resio, Secretary

DEPARTMENT: Development Services

DIRECTOR: Melanie Cano

Agenda Item: Melden & Hunt, Inc., representing Larry Schneier, Senior V.P., of Pharr Terminals LLC, is requesting preliminary and final plat approval of the proposed Tri-National Subdivision. The property is legally described as being a Resubdivision of 2.574 acres out of Lot 100, Kelly-Pharr Subdivision, Pharr, Hidalgo County, Texas. The property is located within the 200 Block of East Nolana Loop (FM 3461).

SUB#181032

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 Larry Schneier, Senior V.P., of Pharr Terminals LLC, is requesting preliminary and final plat approval of the proposed Tri-National Subdivision. **SUB#181032**

Financial Consideration: N/A

Staff Recommendation: Development Services recommends preliminary and final plat approval with the variance for the proposed Tri-National Subdivision subject to the listed conditions.

The Planning and Zoning Commission voted unanimously to approve the preliminary and final plat WITH the variance request of the proposed Tri-National Subdivision.

Alternatives: N/A

ROUTING:

Angie Resio
Roland Gomez
Melanie Cano

Created/Initiated - 11/14/2018
Approved - 11/14/2018
Approved - 11/15/2018

City Management Office

Final Approval - 11/16/2018



Pharr

Development Services



MEMORANDUM

DATE: MONDAY, NOVEMBER 19, 2018

TO: MAYOR AND CITY COMMISSION

FROM: MELANIE CANO, DIRECTOR OF DEVELOPMENT SERVICES

THROUGH: EDWARD WYLIE, INTERIM CITY MANAGER

SUBJECT: TRI-NATIONAL SUBDIVISION FILE NO. SUB#181032
--

GENERAL INFORMATION:

APPLICANT: Melden & Hunt, Inc., representing Larry Schneier, Senior V.P., of Pharr Terminals LLC, is requesting preliminary and final plat approval of the proposed Tri-National Subdivision.

LEGAL DESCRIPTION: The property is legally described as being a Resubdivision of 2.574 acres out of Lot 100, Kelly-Pharr Subdivision, Pharr, Hidalgo County, Texas.

LOCATION: The property is located within the 200 Block of East Nolana Loop (FM 3461).

ZONING: The property is currently zoned Limited Industrial District (L-I). The adjacent zones are Limited Industrial District (L-I) to the north, south and west and Heavy Commercial District (H-C) to the east. The property is designated for industrial use in the Land Use Plan.

PROPERTY PROPOSED USE: Dispatch offices.

VARIANCES: See attach letter.

RECOMMENDATIONS: Development Services recommends preliminary and final plat approval with the variance for the proposed Tri-National Subdivision subject to the following conditions:

**STREETS, PAVING
AND R.O.W.:**

1. In compliance.

EASEMENTS:

1. Show all existing easements on plat layout.

**SIDEWALK:
ADA:**

1. In compliance.

FIRE PROTECTION:

1. See attach comments.

WATER:

1. North Alamo Water Supply Corp.
2. See attach comments.

SEWER:

1. See attach comments.
2. Follow City of Pharr Construction Standards Manual.

DRAINAGE:

1. Drainage report to be reviewed and approved by H.C.D.D. No. 1.

OTHER:

1. Verify adjacent property line to the north.
2. Show complete information for existing subdivisions adjacent to proposed subdivision.
3. Show correct line type for centerline.
4. Add: "E" for E. Nolana Loop.
5. Plat note #3, to read as follows: Minimum building setbacks as per City of Pharr Ordinance.
6. Plat note #4, remove the first sentence.
7. Plat note #8, revise to say: at subdivision construction stage.
8. Plat note #14, verify spelling.
9. On signature block make sure to add the county's.
10. Update location map to show recorded subdivision.
11. Need to provide tree survey or letter.

**PLANNING AND
ZONING
COMMISSION:**

The Planning and Zoning Commission voted unanimously to approve the preliminary and final plat WITH the variance request of the proposed Tri-National Subdivision.



TBPE Firm # F-1435
TBPLS # 10096900

MELDEN & HUNT INC.

CONSULTANTS • ENGINEERS • SURVEYORS

FRED L. KURTH • ALLAN F. BOOE • KELLEY A. HELLER-VELA • ROBERTO N. TAMEZ • MARIO REYNA

November 5, 2018

Melanie Cano, Director of Development Services
CITY OF PHARR DEVELOPMENT SERVICES
118 S. Cage
Pharr, Texas 78577

Re: Tri-National Subdivision – Variance Request

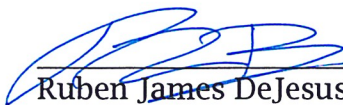
Dear Ms. Cano:

On behalf of the owner and developer of Tri-National Subdivision, Pharr Terminal LLC., we are respectfully requesting a variance to the following City of Pharr requirements for the development of said subdivision.:

1. Front Setback Requirement: 1/3 of right of way fronting existing property.

The right of way expansion of Nolana Loop made the existing building structure a hardship to comply with the City of Pharr requirements thus the request to accept the setback as it exists. Your consideration on this request is greatly appreciated. Please place on your next available agenda for consideration. If you require additional information and/or clarification, please do not hesitate to contact me.

Respectfully,

 11-5-18

Ruben James DeJesus, Project Manager

Cc: Pharr Terminal LLC., Owner



Pharr Fire – Rescue
118 S Cage Blvd., 3rd Floor
Pharr, Texas 78577
Tel: (956) 402-4400 Fax: (956) 475-3433



Subdivision: **TRI-NATIONAL (Review Preliminary)**

Reviewed By: **Felipe Pedraza, Asst. Fire Marshal** Date: **November 1, 2018**

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. Educational Facility 12" diameter minimum.
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:

☒ **Shall provide a utility easement on south side warehouse.**

☒ **Shall show the existing waterlines on the east and west side of the property.**

☒ **Any future addition to the warehouse shall require an installation of a 12-inch water line along E. Nolana.**

PLAT REVIEW FOR: *TRI-NATIONAL SUBDIVISION*

COMMENTS: **Initials:** J.V. / O.D.L. / R. B **NOVEMBER 1, 2018**

WATER:

- NAWSC
- Need to show existing City Of Pharr W.L. in the area
- Need to show caps on division of Pharr W.L. And NAWSC W.L. on W. side of the property
- Will need to verify NAWSC on W.L.
- Follow City of Pharr Construction Standards Manual

SEWER:

- No Utility Layout to View
- Sewer line is area are already in use
- Follow City of Pharr Construction Standards Manual

Developer/Owner/Responsible Party must comply with the conditions stated above. WATER METERS WILL NOT BE INSTALLED IF THERE IS A failure to comply with ANY OF THE conditions. METERS WILL BE INSTALLED UPON PAYMENT AND COMPLIANCE WITH ALL CONDITIONS STATED. By signing this you understand you must comply with the condition(s) or the water meter(s) will not be installed.

Print Name: _____

Signature: _____

Date: _____



✓ **REVIEW**

IN FLUENT ZONE OF SLOWATION ZONE. 70% SPACED
REGULARLY AT 1000 YD AND 1000 YD. ON CREATING A LINE IN THE

- CALCULATIONS FOR THIS SUBDIVISION**

ESTABLISHED 1947 • www.middlerundford.com

BEING A RESUBDIVISION OF 2.574 ACRES

HIDALGO COUNTY, TEXAS

LETTERS AND BOUNDS DESCRIPTION

CONCRETE AND AT THE SOUTHEAST CORNER OF SAND LOT 100.

¹ THERE, N 81° 30' 27" W ALONG THE NORTH SOUTHERN HWY OF E. MOLANA LOOP, A DISTANCE OF 238.75 FEET TO A NO. 5 REBAR FOUND PROTRUDING 166.032 IN. EASTWARD 170.633 IN. FOR THE

SUBDIVISION FOR THE NORTHEAST CORNER OF THIS TRACT.

BY THESE PRESENTS, THAT THE UNDERSIGNED OWNERS OF THE PROPERTY SHOWN ON THIS MAP

ON THIS LOT, TOGETHER WITH THE RIGHT OF ACCESS AND EGRESS OVER ADJACENT LANDS FOR WHICH THE ABOVE-MENTIONED RIGHTS ARE GRANTED. THE EASEMENT HEREBY GRANTED SHALL BE IN FULL SATISFACTION OF THE OBLIGATION OF THE DONOR TO THE BENEFICIARY, AND CHANGES IN THE AREA OF THE DONOR'S LANDS SHALL NOT AFFECT THE OBLIGATION OF THE DONOR TO THE BENEFICIARY.

LATERALLY RELOCATING SAID WATER LINE AS MAY BE NECESSARY TO CLEAR THE HOAD MOVEMENTS. EREBY GRANTED SHALL BE LIMITED TO A STOP OF LAND 15' IN WIDTH THE CENTER LINE THEREOF DEPENDS

ERED LANDS AND THAT BAD DAYS ARE FULL AND CLEAR OF ALL INCONVENIENCES AND LIES. EXCEPT

100

THOMAS &
MCCALL CO. INC.

1

RECORDS) SHALL BE PLACED UNDER HONOLULU COUNTY REGISTRATION DISTRICT #2 RIGHTS OF WAY OR EASEMENTS

MAKING CODE 43.111 (1) THE DISTRICT HAS NOT DETERMINED THAT THE

STATE OF TEXAS
COUNTY OF _____

ESTES TRADING, S.L.L.C.

DE ONE OF THE POLICE SOURCE AUTHORITY, ON THIS DAY PERSONALLY ADVISED
LARRY SCHEIDT, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS ASSOCIATED TO THE FOREGOING
BROTHERMENT AND ADVISED ME THAT HE HAD INFORMED THE SAID OF THE MATTERS AND

NOTARY PUBLIC, HIOALDO COUNTY, TEXAS

DATE D THIS THE _____ DAY OF _____ 20__



STATE OF NEW JERSEY
 PLAIN FIELDS, NEW JERSEY 07060

THAT THIS PLAN IS TRUE AND CORRECTLY MADE FROM AN ACTUAL SURVEY MADE ON THE GROUND OF THE PROPERTY LEGALLY DESCRIBED HEREON, AND THAT THERE ARE NO APPARENT DISCREPANCIES, CONFLICTS,

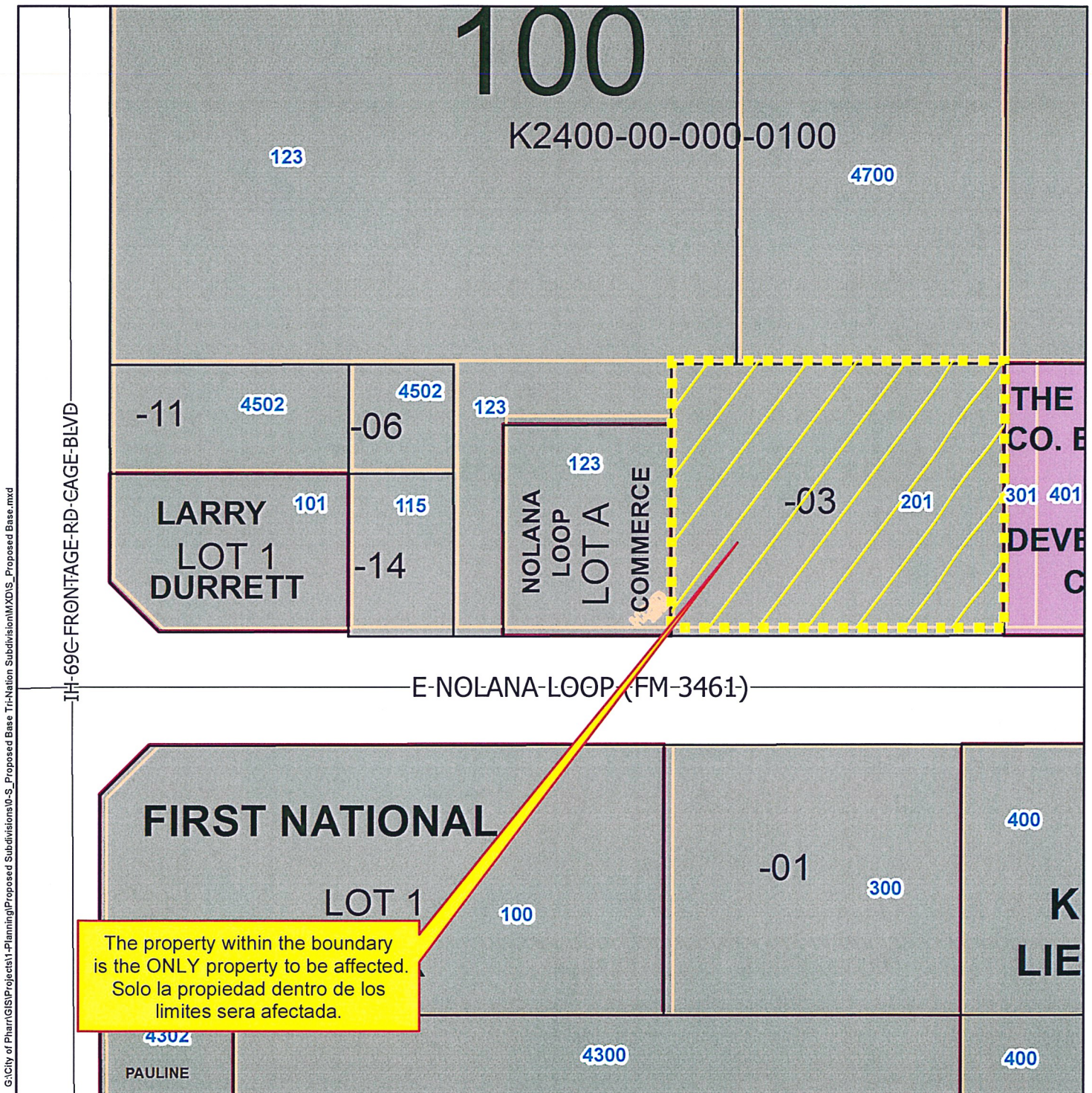
1. THE UNDERSIGNED, CHAIRMAN OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF PHOENIX, HEREBY CERTIFY THAT THE ABOVE IS A TRUE AND CORRECT COPY OF THE INFORMATION CONTAINED THEREIN.

DANIEL WELLS
CHARTMAN, KRAUSS & ZIONA CONSULTING

CONFORMS TO ALL REQUIREMENTS OF THE SUBDIVISION REGULATIONS OF THIS CITY WHEREIN MY APPROVAL IS REQUIRED

HIDALGO COUNTY CLERK

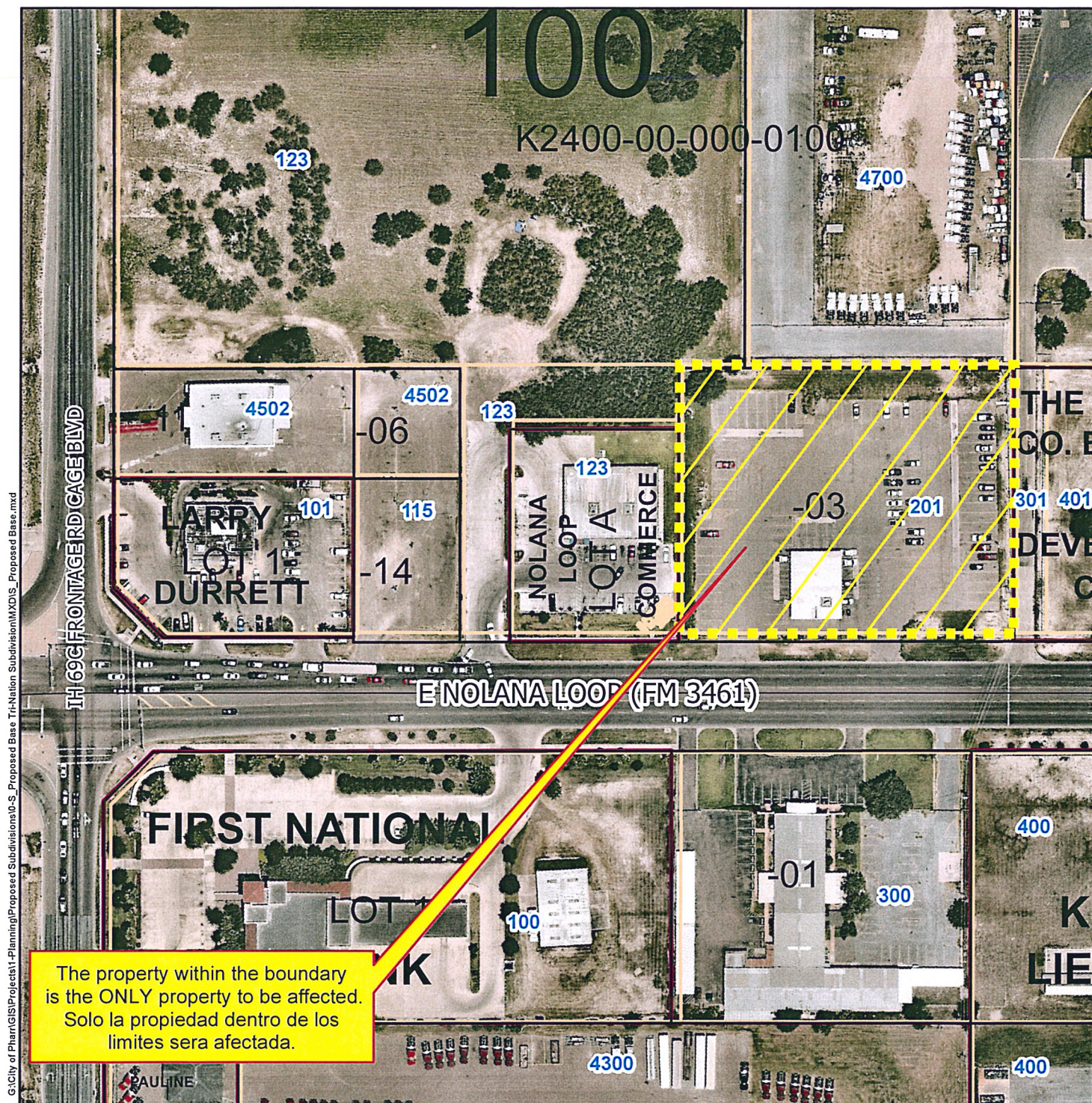
[illegible]



G:\City of Pharr\GIS\Projects\Planning\Proposed Subdivisions\B-S_Proposed Base Tri-Nation Subdivision\MXDS_Proposed Base.mxd

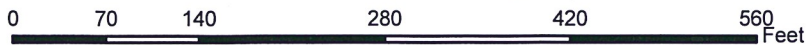
- | | | | | |
|-----------------------------|---------------------------|-------------------|-------------------------|--------------------------|
| Agricultural Open Space | High Density Multi-Family | Government Owned | Heavy Industrial | Hidalgo ISD |
| Single Family | Mobile Home | General Business | 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 | |





- | | | | | | | | | | |
|---|-----------------------------|---|---------------------------|---|-------------------|---|-------------------------|---|--------------------------|
|  | 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 | | |
- 

Scale: 1 inch = 144 feet



Date: 10/24/2018



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 5.F.2.

DATE SUBMITTED: November 14, 2018

MEETING DATE: November 19, 2018

FROM: Angie Resio, Secretary

DEPARTMENT: Development Services

DIRECTOR: Melanie Cano

Agenda Item: Melden & Hunt, Inc., representing Beatrice Quesada, Owner, is requesting final plat approval of the proposed Quesada Plaza Subdivision. The property is legally described as being a Resubdivision of 0.380 of one acre out of Lot 99, Kelly-Pharr Subdivision, Pharr, Hidalgo County, Texas. The property is located within the 500 Block of East Nolana Loop. **SUB#180614**

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 Beatrice Quesada, Owner, is requesting final plat approval of the proposed Quesada Plaza Subdivision. **SUB#180614**

Financial Consideration: N/A

Staff Recommendation: Development Services recommends final plat approval of the proposed Quesada Plaza Subdivision subject to the listed conditions.

The Planning and Zoning Commission voted unanimously to approve the final plat of the proposed Quesada Plaza Subdivision.

Alternatives: N/A

ROUTING:

Angie Resio
Roland Gomez
Melanie Cano
City Management Office

Created/Initiated - 11/14/2018
Approved - 11/14/2018
Approved - 11/15/2018
Final Approval - 11/16/2018



Pharr

Development Services



MEMORANDUM

DATE: MONDAY, NOVEMBER 19, 2018

TO: MAYOR AND CITY COMMISSION

FROM: MELANIE CANO, DIRECTOR OF DEVELOPMENT SERVICES

THROUGH: EDWARD WYLIE, INTERIM CITY MANAGER

SUBJECT: QUESADA PLAZA SUBDIVISION FILE NO. SUB#180614

GENERAL INFORMATION:

APPLICANT: Melden & Hunt, Inc., representing Beatrice Quesada, Owner, is requesting final plat approval of the proposed Quesada Plaza Subdivision.

LEGAL DESCRIPTION: The property is legally described as being a Resubdivision of 0.380 of one acre out of Lot 99, Kelly-Pharr Subdivision, Pharr, Hidalgo County, Texas.

LOCATION: The property is located within the 500 Block of East Nolana Loop.

ZONING: The property is currently zoned General Business District (C). The adjacent zones are General Business District (C) to the north, east and west and Agricultural and/or Open Space District (A-O) to the south. The property is designated for public/semi public use in the Land Use Plan.

PROPERTY PROPOSED USE: Retail/wholesale.

VARIANCES: None requested.

RECOMMENDATIONS: Development Services recommends final plat approval of the proposed Quesada Plaza Subdivision subject to the following conditions:

**STREETS, PAVING
AND R.O.W.:**

1. In compliance.

EASEMENTS:

1. In compliance.

**SIDEWALK:
ADA:**

1. In compliance.

FIRE PROTECTION:

1. In compliance.

WATER:

1. In compliance.

SEWER:

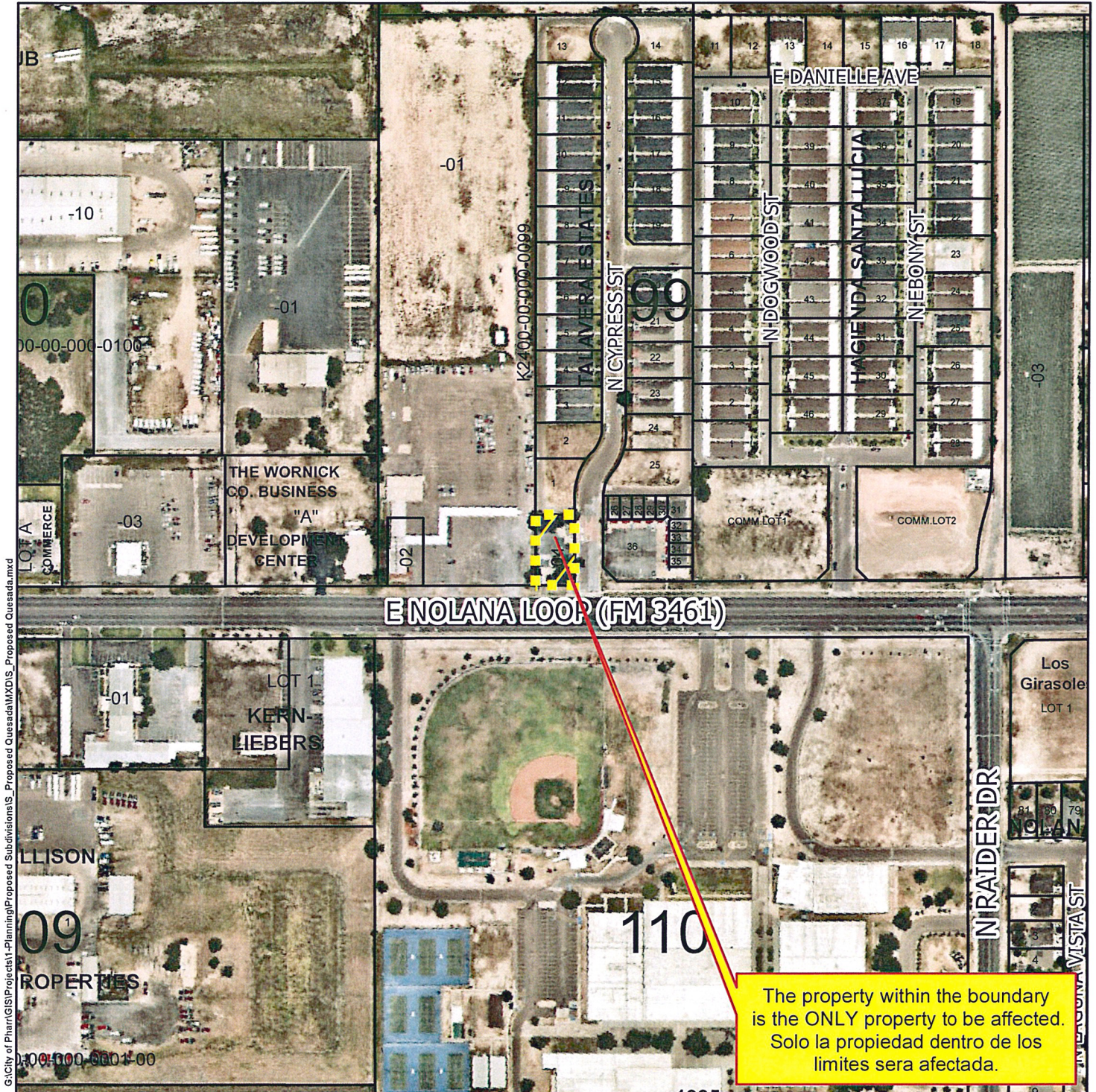
1. In compliance.

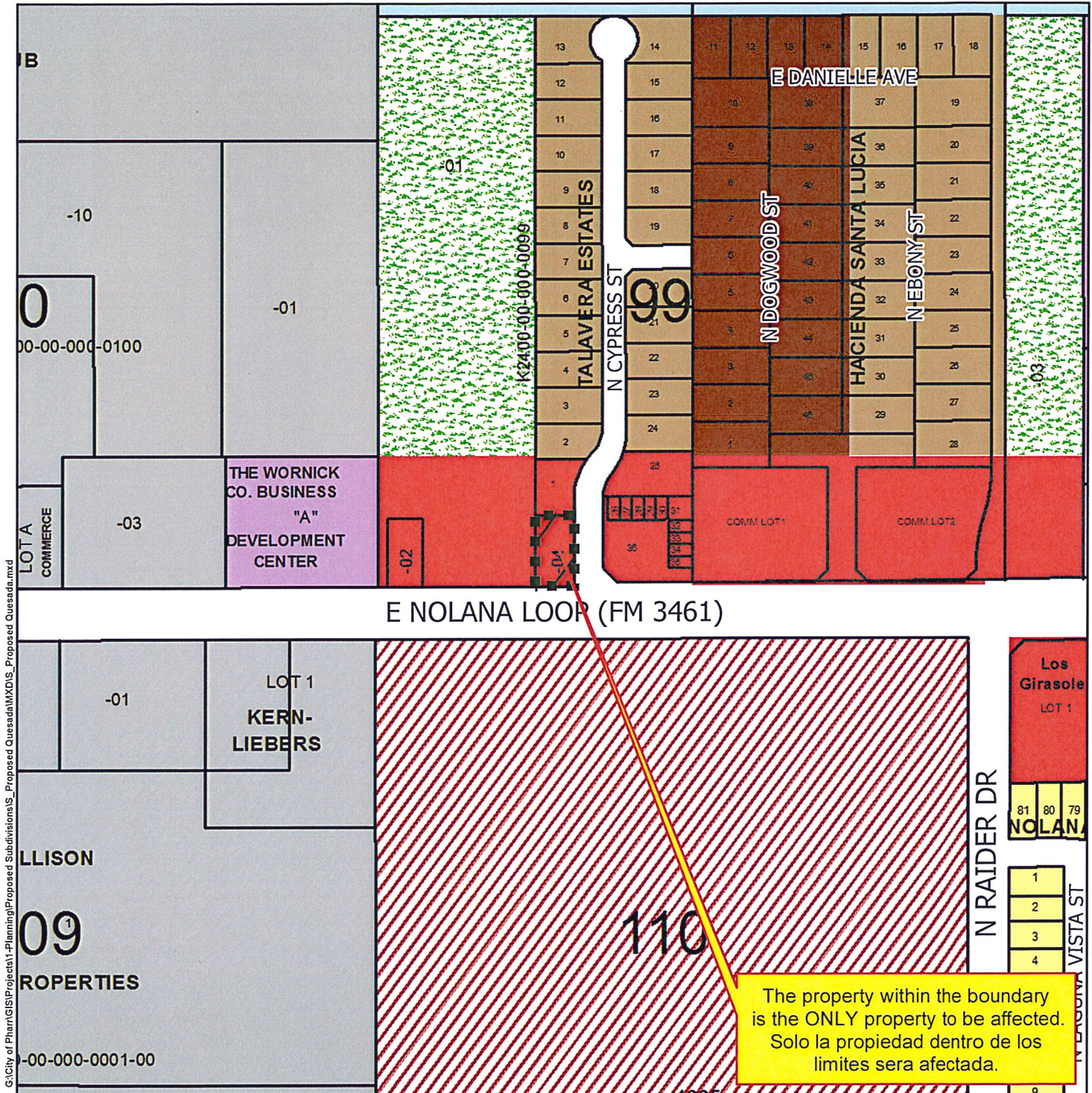
DRAINAGE:

1. In compliance.

**PLANNING AND
ZONING
COMMISSION:**

The Planning and Zoning Commission voted unanimously to approve the final plat of the proposed Quesada Plaza Subdivision.







AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 6.A.

DATE SUBMITTED: November 6, 2018

MEETING DATE: November 19, 2018

FROM: Hilda Pedraza, City Clerk

DEPARTMENT: Administration

DIRECTOR: Edward Wylie

Agenda Item: Consideration and action, if any, on Ordinance amending Ordinance No. O-2015-28 (Public Comments). *(3rd and Final Reading)*

Classification: Regular

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

Exclude Material from Public Packet? No

Reason:

Issue:

Financial Consideration:

Staff Recommendation: Staff recommends approval.

Alternatives:

ROUTING:

Hilda Pedraza
Patricia Rigney
City Management Office

Created/Initiated - 11/06/2018
Approved - 11/06/2018
Final Approval - 11/16/2018

ORDINANCE NO. O-2018-__

AN ORDINANCE AMENDING ORDINANCE O-2010-32 AND ORDINANCE O-2015-28 OF THE CITY OF PHARR, TEXAS; INCLUDING PROCEDURES FOR PLACEMENT OF ITEMS ON THE OFFICIAL AGENDA OF MEETINGS OF THE CITY OF PHARR; PROHIBITING DISCLOSURE OF DISCUSSION BY ANY OFFICIAL OR PERSON PRESENT DURING CLOSED SESSIONS; DECLARING SUCH DISCLOSURE TO BE A VIOLATION OF CHARTER AS WELL AS A CRIMINAL ACT RESULTING IN PENALTIES, FINES, OTHER PUNISHMENT; DECORUM AND ORDER OF PERSONS PRESENT; SEARCH OF PERSONS AND POSSESSIONS; PUBLIC HEARING POLICY; GENERAL PUBLIC COMMENTS; PLACEMENT OF AGENDA ITEMS AND RECONSIDERATION OF ITEMS; PROVIDING FOR SEVERABILITY CLAUSE; PROVIDING FOR EFFECTIVE DATE AND DISPENSING WITH THE READING REQUIREMENT; AND ORDAINING OTHER MATTERS RELATED TO THE FOREGOING

§ **WHEREAS**, the community has over the years urged that the image of the City of Pharr and its citizenry be improved by focusing on problem solving and the diverse exchange of ideas;

§ **WHEREAS**, the City of Pharr has become what it is today as a result of the exchange of ideas of those interested in the development and growth of the city;

§ **WHEREAS**, the governing body may hold meetings that are open to the public and viewed by many interested in the on-goings of Pharr city business;

§ **WHEREAS**, the governing body may desire that any and all public discourse be limited to issues listed on the official, legally posted agenda;

§ **WHEREAS**, the business of the City of Pharr should be conducted with respect, dignity, and accountability;

§ **WHEREAS**, the City of Pharr acts to immediately impose procedures for the orderly conduct of city business and incorporate any and all provisions of the Pharr City Charter and clarify other issues;

§ **WHEREAS**, the City of Pharr expects that its elected and other officials protect, defend, and further the interests of the City of Pharr;

§ **WHEREAS**, the City of Pharr elected and other officials should be held to a standard of the utmost loyalty in faithfully carrying out the duties of the office each holds;

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

SECTION 1: **DEFINITIONS; OPEN MEETINGS; PUBLIC HEARINGS.**

- (a) ***“Governing body”*** shall mean and be defined for the purpose of interpreting and enforcing this ordinance as the Pharr Board of Commissioners, board, commission, committee, or any authorized group of persons elected or appointed that serve the interests of the City of Pharr by official means in a final or advisory capacity.
- (b) Meetings of the governing body are public meetings unless excepted in accordance with applicable state laws or this ordinance. All matters included herein will further the public’s health, safety, and welfare.
- (c) ***Public Hearings; Those Affected; Public Hearing Sign in Requirement.*** If a public hearing is listed on a legally posted agenda, a person or entity that received notice from the city on a pending item for consideration, a person that may be positively or adversely affected physically, by use or damage to property, or to any other legally recognizable interest, may be allowed to address the governing body during the public hearing portion of the meeting following registration with the presiding city clerk and prior to the scheduled meeting. 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.
- (d) ***General Public Participation; Sign in Requirement; Time Limit; Limitation on Speakers.*** Comments and suggestions by the public are highly valued and encouraged during those parts of a meeting designated for public participation, if any. On each regularly scheduled meeting of the board of commissioners or at such other time as may be designated by the city commission from time to time, a number less than a quorum of commissioners shall be available to the general public for a maximum of 15 minutes after adjournment for public comments with any individual desiring to speak having a limit of three (3) minutes. A person intending on addressing the governing body may speak following registration with the presiding city clerk and prior to the scheduled meeting. The City shall not include public participation during a special called meeting or a workshop session. Persons desiring to speak during public comments shall sign in with the city clerk not earlier than 12:00 p.m. on the day of the scheduled meeting. 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. A registered speaker may not donate time to another speaker. No more than five (5) registered persons may speak. A sign-in form for general public participation shall be promulgated by the city clerk and be made available at the city clerk's office. The 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 participation has ended.

SECTION 2: **PROCEDURES.**

- (a) The order of procedure shall follow the order of the agenda; however, the mayor or presiding officer shall have the authority to vary the order of procedure in order to expedite the proceedings, provided that no person shall be denied an opportunity to address the governing body on an agenda item on the day for which the item is scheduled because of a variance to the order of procedure.
- (b) No person shall address the governing body without first being recognized by the mayor or presiding officer.
- (c) Any person, either individually or in a representative capacity, shall not address the governing body on an agenda item that is under consideration by the governing body unless recognition is allowed as specified in subsection (b) of this section.
- (d) The presiding officer or any member of the governing body may make a motion pertaining to the subject matter of such agenda. All motions, authorizations, decisions, and actions, except those requiring a greater number as set out in the Charter or under state law, shall be approved upon a majority vote of the presiding officer and governing body so voting thereon.
- (e) Any posted meeting of the governing body may be recessed to another time and place for the purposes of consideration and action on any items not acted on during such meeting by the announcement by the presiding officer during such meeting of the time, date and place at which such recessed meeting shall be continued.
- (f) Each person addressing the governing body shall give his name and address in an audible tone of voice for the record, state the subject he wishes to discuss, state who/whom the person is representing if representing an entity, organization, or other persons. All remarks shall be addressed to the governing body as a whole and not to any member thereof. No person shall be permitted to enter into any discussion, either

directly or through a member of the governing body, without the permission of the presiding officer. No question may be asked a member of the governing body, or a member of the city staff, without the permission of the presiding officer.

- (g) In order to expedite matters and to avoid repetitious presentations, whenever any identifiable group of persons wishes to address the governing body on the same subject matter, it shall be proper for the presiding officer to request that a spokesman be chosen by the group to address the governing body and, in case additional matters are to be presented by any other member of such group, to limit the number of such persons addressing the board.
- (h) After a motion has been made or a public hearing has been closed, no member of the public shall address the governing body on the matter under consideration without first securing permission to do so by the presiding officer.
- (i) Any person, business, corporation, or other entity that desires to solicit services to the city shall not use a public hearing agenda item for discussion or consideration of such services. The governing body will consider solicitations only if placed on the agenda and, if applicable, after such legal requirements have been satisfied for the purchasing and contracting of such services.

SECTION 3: **ORDER AND DECORUM.**

- (a) **Board members.** While the governing body is in session, the members must observe order and decorum, and a member shall neither, by conversation or otherwise, delay or interrupt the proceedings or the peace of the governing body, nor disturb any member while speaking or refuse to obey the orders of the presiding officer.
- (b) **Employees.** Members of the city staff and employees shall observe the same rules of order and decorum as are applicable to the board of commissioners.
- (c) **Persons addressing the board.** Any person who willfully utters loud, threatening or abusive language including but not limited to profanities, or engages in any disorderly conduct that may impede, disrupt or disturb the orderly conduct of any meeting, hearing or other proceeding, shall be called to order by the presiding officer or immediately removed. If such conduct continues, the governing body may at its discretion order that any violator be barred from further participation before the governing body. Only persons authorized to address the governing body may use exhibits, displays, and other visual aids as they may relate to the subject of the

presentation.

- (d) ***Members of the audience; Search.*** All persons in close proximity to members of the governing body and official meeting areas shall be subject to a search of purses, bags, backpacks, and other items used for carrying personal possessions. It shall be unlawful for any person to engage in disorderly conduct such as: hand clapping, stomping of feet, whistling, yelling and similar demonstrations, which conduct disturbs the peace and good order of the meeting. Use of placards, banners, signs, exhibits, displays, clothing, and other visual aids or devices that display sentiments that may be threatening, abusive, profane, or result in any disorderly conduct are not permitted in the governing body's meeting area during meeting times. No conversation among persons in the audience shall take place that may disturb the order of business. All mobile and other communication devices including telephones shall be on silent or a non-audible mode. Hand clapping may be allowed as an exception to this provision in instances allowed by the presiding officer such as celebratory or positive acknowledgment.

SECTION 4. **DISTURBANCE ABATEMENT.**

- (a) ***Warning.*** All persons at the meetings of the governing body shall, at the request of the presiding officer, be silent. If, after receiving a warning from the presiding officer, a person persists in disturbing the meeting, such officer may order him/her to remove himself/herself from the meeting. If he/she does not remove himself/herself, the presiding officer may order that the city manager or a law enforcement officer have the person removed.
- (b) ***Removal.*** The chief of police, or such member of the police department as the presiding officer may designate, shall be sergeant-at-arms of the board of commissioners meetings. The chief shall carry out all orders and instructions given by the presiding officer for the purpose of maintaining order and decorum at the meeting. Upon instruction of the presiding officer, it shall be the duty of the sergeant-at-arms to remove from the meeting any person who disturbs the proceedings of the governing body.
- (c) ***Necessitating removal.*** It shall be unlawful for any person at a meeting of the governing body to resist removal by the sergeant-at-arms.
- (d) ***Motions to enforce.*** Any member of the governing body may move to require the presiding officer to enforce the terms of this section, and the affirmative vote of a majority of the governing body shall require him to do so.

- (e) **Adjournment.** If any meeting of the governing body is willfully disturbed by a group of persons so as to render the orderly conduct of such meeting unfeasible and when order cannot be restored by the removal of individuals who are creating the disturbance, the meeting may be adjourned and the remaining business considered at the next regular meeting.

SECTION 5: **USE OF CAMERAS AND RECORDERS.**

Cameras, including television and motion picture cameras, electronic sound recording devices and any other mechanical, electrical or electronic recording devices may be used in a reasonable manner in the public section of the commission chamber.

SECTION 6: **PROVISIONS APPLICABLE TO BOARDS AND COMMITTEES.**

The rules and procedures set out herein shall be applicable to the city's elected body **only. Provisions set herein shall not be applicable to other boards and committees.**

SECTION 7: **NOTICE SHALL BE PLACED IN CONSPICUOUS PLACE.**

All or part of the provisions of this ordinance may be placed in an area to be viewed by the public at or near the meeting site.

SECTION 8: **PLACEMENT OF ITEMS ON THE OFFICIAL MEETING AGENDA.**

(a) Any elected or appointed official shall be prohibited from placing any item for the purposes of discussion or to be acted upon if the subject matter may result in either an unbudgeted expenditure of funds, or interference with a pending investigation or other legal matter.

(b) Matters that have been voted on the governing body shall not be placed on the agenda for reconsideration within six (6) months, unless a member of the governing body on the prevailing side, or a member of the governing body appointed or elected to the governing body since the matter was considered, makes a written request to the reconsider the matter in question.

SECTION 9: **CLOSED SESSION DELIBERATIONS.**

It shall be unlawful for any person present during a closed session meeting of the governing body to disclose the matters discussed or any information received during the closed session to a non-privy third party unless otherwise ordered by a court of law. Violation of this provision by an elected or appointed official shall be deemed a failure to faithfully execute the duties of office under Article X, Section 4 of the Pharr City Charter. Violation of this provision may also result in the maximum fine allowed by law as well as

other relief at law or equity allowed by law for violation and enforcement of Ordinances.

SECTION 10: ENFORCEMENT; PUNISHMENT; PENALTIES.

(a) Should any person or business violate the prohibitions contained herein, the City Attorney may take any action to enforce this or any ordinance to prevent and summarily abate the action, and any and all other relief as may be necessary.

(b) Any violation of this Ordinance shall be subject to both civil and criminal penalties. A criminal conviction shall be a Class C misdemeanor. A violator shall also be subject to the maximum penalties allowed by law for failing to appear in Court when charged with an offense as described herein. If conduct constituting an offense under this ordinance also constitutes an offense under another law, the person may be prosecuted under all applicable laws.

(c) A liable party shall be subject to a civil penalty up to \$200 per violation, in addition to court costs, and other fees allowed by law.

SECTION 11: SAVINGS CLAUSE. Except as hereby amended, any personnel policies, procedures, and directives of the City of Pharr, Texas, not in conflict with this resolution shall remain in full force and effect, unimpaired hereby.

SECTION 12: SEVERABILITY CLAUSE. The invalidity of any section, clause, sentence or provision of this ordinance shall not affect the validity of any other part thereof. The effects of this Ordinance shall at all times be in compliance with state, federal, and other guidelines as directed.

SECTION 13: PROPER NOTICE AND MEETING. It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

SECTION 14: EFFECTIVE DATE; PUBLICATION.

The ordinance shall take effect and be in force from and after its passage and approval on three (3) separate readings in accordance with Section 8, Article 3 of the Charter of the City of Pharr, Texas. Publication, if necessary, may also be in caption form as allowed under Section 9 of the Pharr City Charter.

PASSED AND APPROVED ON THE FIRST READING BY THE BOARD OF CITY COMMISSIONERS OF THE CITY OF PHARR, TEXAS, on this the ____ day of _____, 2018.

CITY OF PHARR

ATTEST:

AMBROSIO HERNANDEZ
MAYOR

HILDA PEDRAZA, CITY CLERK

**PASSED AND APPROVED ON THE SECOND READING BY THE BOARD OF
CITY COMMISSIONERS OF THE CITY OF PHARR, TEXAS**, on this the ____ day of
_____, 2018.

CITY OF PHARR

ATTEST:

AMBROSIO HERNANDEZ
MAYOR

HILDA PEDRAZA, CITY CLERK

**PASSED AND APPROVED ON THE THIRD READING BY THE BOARD OF
CITY COMMISSIONERS OF THE CITY OF PHARR, TEXAS**, on this the ____ day of
_____, 2018.

CITY OF PHARR

ATTEST:

AMBROSIO HERNANDEZ
MAYOR

HILDA PEDRAZA, CITY CLERK



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 6.B.

DATE SUBMITTED: November 6, 2018

MEETING DATE: November 19, 2018

FROM: Hilda Pedraza, City Clerk

DEPARTMENT: Finance

DIRECTOR: Karla Moya

Agenda Item: Consideration and action, if any, on Ordinance amending Ordinance No. O-2010-30 revising and updating the Accounting Policies and Procedures. *(2nd Reading)*

Classification: Regular

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

Exclude Material from Public Packet? No

Reason:

Issue:

As part of our commitment to be transparent and to demonstrate good internal control practices, the City of Pharr is revising its Accounting Policies and Procedures adopted on May 2010 by ordinance. This is a revision amending some sections to improve our accounting internal control policies.

The following sections were revised/added :

1. Chart of Accounts. Pg. 9-12-(Updated accounts with most recent format)
2. Fixed Assets/ Capital Outlay (Definition added and criteria for Repairs and Maintenance added)
- 2.Authorization to process Wire Transfers Pg. 24 & 25-(Added)

Financial Consideration: N/A

Staff Recommendation: Staff recommends approval.

Alternatives:

ROUTING:

Hilda Pedraza

Created/Initiated - 11/06/2018

Karla Moya

Approved - 11/13/2018

Patricia Rigney

Approved - 11/13/2018

Sandra Zamora

Approved - 11/16/2018

City Management Office

Final Approval - 11/16/2018

ORDINANCE NO. O-2018-__

**AN AMENDING ORDINANCE NO. O-2010-30 PROVIDING FOR
ADOPTION OF THE CITY OF PHARR ACCOUNTING POLICIES
& PROCEDURES MANUAL AS THE AUTHORITATIVE GUIDE
TO ACCOUNTING POLICIES AND PROCEDURES INCLUSION
IN PHARR CODE OF ORDINANCES; INCORPORATION OF
OTHER ORDINANCES; REPEALING CONFLICTING
ORDINANCES; SEVERABILITY; AND DISPENSING WITH
READINGS, EFFECTIVE DATE**

***NOW THEREFORE BE IT ORDAINED BY THE CITY COMMISSIONERS OF THE
CITY OF PHARR TEXAS, THAT***

SECTION 1: ACCOUNTING POLICIES AND PROCEDURES.

The attached City of Pharr Accounting Policies & Procedures shall be the guide and source of principles for applicable personnel.

SECTION 2: REPEALING CLAUSE.

This Ordinance, as well as the attached policies and procedures, shall be enforce and apply to all personnel and agents of the City of Pharr and vendors. This Ordinance shall incorporate herein all other ordinances that exist in the Pharr Code of Ordinances not in direct conflict with this Ordinance as such are hereby abolished, and repealed to the extent of the conflict, and this Ordinance shall supersede any provisions in conflict herewith. All other provisions of the above described ordinance shall remain in full force and effect.

SECTION 3: SEVERABILITY CLAUSE.

If any section, part of provisions of this Ordinance is declared unconstitutional or invalid, such declaration shall not affect the validity of the remaining sections, parts or provision of this Ordinance.

SECTION 4: PUBLICATION, EMERGENCY; AND EFFECTIVE DATE.

The importance of the subject matter hereof creates an emergency and imperative public necessity requiring the suspension of the rule that 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-in accordance with the Charter of the City of Pharr, Texas. Publication, if necessary, may also be in caption form as allowed under Section 9 of the Pharr City Charter. This Ordinance takes immediate effect upon passage as allowed by charter.

APPROVED AND ADOPTED BY THE BOARD OF COMMISSIONERS OF THE CITY OF PHARR, TEXAS, on this the ____ day of _____, 2018

CITY OF PHARR

AMBROSIO "AMOS" HERNANDEZ, MAYOR

ATTEST:

HILDA PEDRAZA, CITY CLERK



CITY OF PHARR

Accounting Policies and Procedures

Updated November 2018



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USER'S GUIDE

FINANCE DEPARTMENT RESPONSIBILITIES:

The City of Pharr's Finance Department has been entrusted with the responsibility of ensuring all City funds are being expended in the most efficient manner possible. The policies and procedure set forth in this manual have been developed with the goal of ensuring that expenses are recorded in a manner consistent with Generally Accepted Accounting Principles (GAAP).

FINANCIAL SYSTEM:

All expenses recorded in the City's financial system should also include enough detail, approvals, and account numbers to ensure that department expenses are being properly recorded. The approval process that is required on the policies accompanying this manual has been developed with enough internal controls in place to safeguard all city property.

ETHICS:

As an employee of the City of Pharr, we have a duty to our taxpayers to ensure that everything in our power is being done to spend tax dollars as efficiently as possible, to safeguard all funds and City property, and to be held accountable for our actions as custodians of City assets. It becomes important for all employees with the above responsibilities to abide by a set of professional standards, or a code of ethics. The following ethics code has been adapted from the Government Finance Officers Association (GFOA) Code of Professional Ethics:

Therefore:

- ✓ City employees shall abide by approved professional practices and recommended standards
- ✓ City employees shall exercise prudence and integrity in the management of funds in their custody and in all financial transactions.
- ✓ City employees shall not knowingly sign, subscribe to, or permit the issuance of any statement or report which contains any misstatement, or which omits any material fact.
- ✓ City employees shall respect and protect privileged information to which they have accessed by their office.
- ✓ City employees shall be sensitive and responsible to inquiries from the public and the media, within the framework of state or local government policy.
- ✓ City employees shall not knowingly be a party to or condone any illegal or improper activity.
- ✓ City employees shall manage all personnel matters within the scope of their authority so that fairness and impartiality govern their decisions.
- ✓ City employees shall discharge their duties without favor and shall refrain from engaging in any outside matters of financial or personal interest incompatible with the impartial and objective performance of their duties.

USER'S GUIDE-(CONTINUED)

ETHICS-(CONTINUED)

- ✓ City employees shall not, directly or indirectly, seek or accept personal gain which would influence, or appear to influence, the conduct of their official duties.
- ✓ They shall not use public property or resources for personal or political gains.

POLICY: CUSTODIAN OF FUNDS

Policy:

Per City Charter, the City Manager shall be held responsible to the Board of Commissioners for the execution of the laws and the administration of the government of the City. Therefore, the City Manager is the official custodian of all City and grant funds, and by way of the Director of Finance authorizes the disbursement of City and grant funds consistent with accounting procedures of the American Institute of Certified Public Accountants and/or procedures set forth by the Government Finance Officers Association (GFOA).

RESPONSIBILITIES:

DEPARTMENT HEADS:

All Department Heads and/or their designee are responsible for following the policy and procedure as outlined above. They are also responsible for carrying out their assigned duties by following professional standards and the Code of Ethics. In addition, they will be responsible for ensuring that all City funds under their custodianship are deposited and/or spent according to regulations as set forth by grantors, as well as local, state, and federal mandates.

PURCHASING DEPARTMENT:

The Purchasing Department is responsible for ensuring that procurement state requirements and internal policies are followed.

FINANCE DEPARTMENT:

The Finance Department is responsible for ensuring that all financial transactions are properly recorded as per Generally Accepted Accounting Principles (GAAP) as well as per Local, State, or Federal mandates. The Finance Director, through authority of the City Manager, will ensure that all City funds are safeguarded against theft or misappropriation. The Finance Department will furnish financial reports to the City Manager on a timely basis as a guide for efficient management of City business.

RESPONSIBILITIES-(CONTINUED)

CITY MANAGER:

Through the authority in Texas Statutes Local Government Code as well as the City Charter, the City Manager is ultimately responsible for custodianship of all City funds. The City Manager will expect full cooperation from Department Heads to ensure that all funds under their custodianship are being efficiently managed.

POLICY: CONTROLLERSHIP FUNCTION

Collection, Deposit and Disbursement of City Funds

The Finance Director, as authorized by the City Manager, shall have sole responsibility to perform all accounting functions pertaining to the City and Grant funds, including, but not limited to collection, deposit, and disbursement. Authorized representatives of the Finance Director shall be Senior Accountant or Assistant Director if position exists.

COLLECTIONS

All funds collected by any City Department authorized to accept cash, check, or credit card payments shall be processed by personnel authorized by the Department Head.

- a) CASH PAYMENTS-Must be processed by the City's finance system, be supported with a detailed transaction report, and submit the report daily to the Finance Department. All currency in denominations of \$20 or greater shall be verified for authenticity by using a counterfeit bill detector pen across the face of the currency being received from a customer. The cashier will also compare the security strip on the currency to match with the denomination of the currency.
- b) CHECK PAYMENTS-Must be processed by the City's finance system, be supported with a detailed transaction report, and submitted daily to Finance Department. No temporary checks are to be received by any cashier/ Cashier should only accept checks that are permanent. These checks include the following information:
 - 1. Name
 - 2. Physical Address (No P.O. Box)
 - 3. City, State, Zip Code
 - 4. Pre-Printed check number
 - 5. Bank Name
 - 6. Authorized signature on line
 - 7. Micro line at the bottom margin of the check that includes check number, routing number, and bank account number.

POLICY: CONTROLLERSHIP FUNCTION-(continued)

Collection, Deposit and Disbursement of City Funds-(continued)

All cashiers must ensure the following steps be taken when accepting personal checks:

- All checks are to be made payable to the “City of Pharr.”
 - Make sure the date is correct. Do not accept post-dated checks.
 - If the check lists only a P.O. Box number rather than a physical address, then cashier is to request a physical address from the customer, confirm the address with other forms of identification, and write the full address next to the P.O. Box address.
 - If customer is paying for a utility bill, then be sure to include the customer’s utility account number on the check. If customer is paying for a permit, then be sure to include the permit type and permit number on the check. If person is paying for a court fine, then the cashier must include the citation or case number on the check, etc.
 - Make sure the numerical amount on the check is the same as the written amount on the check.
 - Make sure the customer signs the check. The person signing the check should also be the same person as pre-printed on the check.
 - Cashier will always write a valid driver’s license number on the check.
 - The reverse side of all checks accepted by the City of Pharr will be endorsed “For Deposit Only – City of Pharr”.
- c. CREDIT CARD PAYMENTS-Must be processed by the City’s finance system, be supported with a detailed transaction report, and submitted daily to Finance Department. Customer making a credit card payment at any facility might be asked to provide any form of picture identification to ensure that the credit card user is authorized to make transaction.

DEPOSITS

1. All bank accounts will be opened, closed, or consolidated as per recommendation of the Finance Director.
2. All City and grant funds shall be deposited in Board of Commissioners-approved depositories by the Finance Director or authorized representative(s).
 - a. The following Departments Heads (or their designees) shall be responsible for delivering cash and check receipts in a locking bank bag directly to the City Hall Water Department daily:
 - Animal Control
 - Development Services
 - Golf Course
 - Municipal Court
 - Parks & Recreation
 - Police Department

POLICY: CONTROLLERSHIP FUNCTION-(continued)

Collection, Deposit and Disbursement of City Funds-(continued)

- Public Utilities
- Public Works
- Vital Statistics
- Library

The Water Department will keep a log book updated daily with the number of bags delivered as well as the bank bag identification number. These money bags will be delivered to the bank depository daily via armored car service.

b. Armored Car services will be provided for daily pick up at the following locations:

- City Hall Water Department
- Pharr International Bridge
- Event Center

Armored Car services will be provided daily except on weekends, City holidays, and bank holidays.

DISBURSEMENTS

1. All payments made to vendors shall be made by check through the Purchasing Process following Accounts Payable Cycle
2. All check signors must be Board of Commissioners-approved. Signature of check signors must be on the signature cards on file at the city's approved depository.
3. All checks will require two Board of Commissioners-approved signatures authorizing the withdrawal of city funds.

RESPONSIBILITIES

DEPARTMENT HEADS:

All Department Heads and/or designee are responsible for following the policy and procures as outlined. In addition:

- Department Heads with Cash Receiving departments are required to fill "cashier" positions with employees possessing competent cash-handling skills so that City Funds may be safeguarded as much as possible.
- Department Heads are responsible for submitting daily cash receipt and disbursement reports to the Finance Department and ensure that all transactions are properly coded to the proper department and revenue/expense account numbers. These reports will be reviewed and approved daily by the Department Head or his/her designee.

POLICY: CONTROLLERSHIP FUNCTION-(continued)

RESPONSIBILITIES –(continued)

DEPARTMENT HEADS:

Collection, Deposit and Disbursement of City Funds-(continued)

- Department Heads shall also thoroughly investigate cash overages and cash shortages to ensure that future variances are minimized. They will also investigate these variances to ensure that variance trends among cashiers are also being reviewed.
- Department Heads will also be responsible for tracking and collecting their NSF checks due to their knowledge of the type of transaction and knowledge of the customer.

FINANCE DEPARTMENT:

The Finance Department is responsible for ensuring that all financial transactions are properly recorded, such as all cash collections, deposits, and disbursements. The Finance Director, through authority of the City Manager, will ensure that all City funds are safeguarded against theft or misappropriation. It is the Finance Director's duty to report any material amount in cash variances directly to the City Manager on a timely basis.

CITY MANAGER:

Through the authority in Texas Statutes Local Government Code as well as the City Charter, the City Manager is ultimately responsible for the efficient management of all City operations. The City Manager, through the Finance Director will ensure that enough internal controls are in place to safeguard all City funds, including collection, deposits, and disbursement of those funds.

POLICY: CHART OF ACCOUNTS

The basis for any accounting system is a good chart of accounts. It is especially important for purchasing accounts because a good chart of accounts allows the records to show purchased goods and services accurately and in appropriate detail. Recording all transactions in a consistent manner, by properly assigning the correct account numbers, will allow the City to possibly identify and track trends pertaining to revenues or expenses which may help City operations run more efficiently.

Included in this policy is a basic chart of accounts for accounting.

Outlined below is a general setup for accounting codes.

The account and fund structure presented here is only offered as a guide.

Expense account numbers are typically setup in the following format: **FF-DDDDD-AAAA-SS**

FF = Fund Number, DDDDD = Department Number, AAAA = Account, SS = Sub Account Number

The first two digits represent the fund number. They are as follows:

01-	General Fund
02-	Contingency Fund
20-	Hotel/Motel Fund
22-	Parkland and Dedication Fee
24-	Paving and Drainage
25-	Special Revenue Fund
30-	Community Development Block Grant
32-	Grants
35-	Series 2018
38-	Tax Notes Series 2017
39-	Series 2017
40-	General CIP
50-	Debt Service
55-	City Garage
60-	Utility Fund
61-	Utility CIP
65-	Event Center
70-	Pharr International Bridge
71-	Pharr International Bridge CIP
75-	Golf
82-	Greater Pharr Chamber of Commerce
84-	TIRZ No. 1
85-	TIRZ No. 2
86-	Pharr Economic Development Corporation (PEDC)
88-	Pharr Housing Finance Corporation
89-	Jackson Place Apartments

POLICY: CHART OF ACCOUNT-(continued)

01- General Fund

51000-City Manager
 51100-Finance
 51200-Police
 51300-Purchasing
 51400-Municipal Court
 51500-Fire Department
 51700-Public Works
 51800-Innovation and Technology
 51900-Media
 52000-Municipal Library
 52100-Grants Administration
 52200-Parks and Recreation
 52500-Communication
 52600-Human Resources
 52700-Development Services
 52800-Engineer
 53000-Non-Departmental

20- Hotel/Motel Taxes

51000-Administration

30- Community Development Block Grant

52600-Administration
 5XXX-20xx-2xx-Program Year

55- City Garage Fund

53500-Administration

60- Utility Fund

58100-Administration-Finance
 58200-Water Plant
 58300-Water Distribution
 58400-Wastewater Treatment
 58600-Sewer Lift Station
 58700-NonDepartmental

70- Pharr International Bridge

51000-Bridge Administration

75- Pharr Golf Course Fund (Tierra del Sol)

51000-Golf Administration

Expenditures account numbers are as follows:

1100 Series	Personnel Services
2200 Series	Supplies
3300 Series	Maintenance
4400 Series	Rental
5500 Series	Other Services
6600 Series	Vehicle Maintenance
7700 Series	Debt Service
8800 Series	Capital Outlay

POLICY: CHART OF ACCOUNT-(continued)

Account Numbers are as follows:

1000 Series	Assets Operating Accounts, Change Fund, Petty Cash, Receivables, Prepaid Expenses
2000 Series	Liabilities Accounts Payable, Wages Payable, Interfund Payables, Deferred/Unearned Revenues
3000 Series	Net Position/Fund Balance Unreserved Fund Balance, Reserved Fund Balance, Prior Year Adjustments, Net Invested in Capital Assets
4000 Series	Revenues 4100- General Tax Revenues 4200- Gross Receipts 4300- Revenue Producing Facilities 4400- Fines and Fees 4500- Licenses and Permits 4600- Charges for Current Services 4700- Grants 4800- Other Financing Sources

RESPONSIBILITIES:

DEPARTMENT HEADS:

All Department Heads and/or their designee are responsible for familiarizing themselves with the City's Chart of Accounts. Department Heads shall code all revenue and expense financial transactions using the above-mentioned Chart of Accounts and submit those transactions with proper approvals to the Finance Department.

FINANCE DEPARTMENT:

It is the Finance Department's responsibility is to ensure that all City financial transactions are properly recorded into the General Ledger financial system as per the above-mentioned Chart of Accounts. The Finance Department shall review all purchase orders, invoices, and check requests from other departments for thoroughness, accuracy, and consistency in adhering to the use of the City's Chart of Accounts.

POLICY: CHART OF ACCOUNT-(CONTINUED)

RESPONSIBILITIES-(continued)

FINANCE DEPARTMENT:

It is the Finance Department's responsibility, at the Finance Director's recommendation, to occasionally revise the Chart of Accounts as the City's needs change by adding new account numbers, deleting old account numbers, or merging multiple account transaction histories into one account. These changes will be communicated to all Department Heads, as well as the City Manager.

CITY MANAGER:

It is the City Manager's responsibility to become familiar with the Chart of Accounts so that consistency and proper account number coding can exist throughout the City. The City Manager shall review financial reports from the Finance Director that are developed using the above-mentioned Chart of Accounts. These financial reports are to be used as a tool to help identify and track any revenue or expense trends when reviewing the City's performance indicators.

POLICY: FIXED ASSETS/CAPITAL OUTLAY

Purpose:

This policy is established to help identify the capitalization threshold for property, plant, and equipment to be reported in the applicable governmental or business-type activities columns in the government-wide financial statements and in the fund financial statements for proprietary funds.

POLICY:

All capital assets are valued at historical cost or estimated historical cost if actual historical is not available.

Definition

Capital assets are assets that 1) are used in operations and 2) have an initial useful life more than one year and 3) are \$5,000 or more. The term embraces both tangible and intangible assets.

All Repairs and maintenance are recorded as expenses. Any outlay that does no more than return a capital asset to its original condition, regardless of amount, should NOT be capitalized and classified as Maintenance and Repairs, since maintenance and repairs provide no additional value, their cost should be recognized as expense when incurred. Renewals and betterments are capitalized if 1) increase their utility or 2) extend their total estimated useful and 3) if they are \$30,000 or higher.

The following is the estimated useful life of each asset category:

- Buildings	50 Years
- Infrastructure	30 Years
- Improvements	20 Years
- Water and Sewer System	30-50 Years
- Machinery and Equipment	3-15 Years
- Library Books	as long as in collection

POLICY: FIXED ASSETS-(continued)

RESPONSIBILITIES:

DEPARTMENT HEADS:

Department Heads must familiarize themselves with the above-mentioned fixed asset policy and ensure that only those items meeting the \$5,000 capitalization threshold and the definition of a fixed asset are recorded as such. Supplies and materials must not be charged to capital outlay accounts. Capital outlay items must not be charged to supply and material accounts. Department Heads are also responsible for the control of all fixed asset items for their areas and should know where all items are located. They will also be responsible for completing an annual inventory and making corrections to the printout fixed asset pages, which are supplied. During the year, all items which have been lost, stolen, destroyed, become obsolete or transferred will be reported immediately to the Finance Department.

FINANCE DEPARTMENT:

The Finance Department will keep a record of all transfers of fixed assets and post corrections to the fixed asset ledger. The Finance Department will also be responsible for making sure that the fixed asset ledger agrees with audited financial reports as of the end of each fiscal year.

CITY MANAGER:

The City Manager, through the authority in Texas Statutes Local Government Code as well as the City Charter, is ultimately responsible for all fiscal year fixed asset activity. The City Manager will expect full cooperation from all Department Heads to ensure that the Finance Director has all information needed to satisfy Local, State, and Federal requirements concerning proper accounting for external, as well as internal, financial audits.

POLICY: BUDGET PROCESS

Purpose:

The purpose of this policy is to identify the person(s) responsible for preparing the fiscal year budget, as well as associated responsibilities for that position

POLICY:

The Charter for the City of Pharr identifies the **CITY MANAGER AS THE BUDGET OFFICER.**

RESPONSIBILITIES:

DEPARTMENT HEADS:

- Review the Budget Manual requirements.
- Attend appropriate budget training.
- List major services and programs provided by the department and set rank order priorities from highest to lowest.
- Prepare a written one-page executive summary highlighting key policy issues and budget themes to begin presentation, highlight major points of departmental budget.
- Forecast the projected ending balance of the current budget for inclusion in the budget document.
- Develop budget request and complete all required forms according to the specific instructions and time lines per budget calendar.
- Inform the Building Manager of planned building improvement requests for consideration, prioritization, and inclusion into the budget.
- Forward the completed sets of budget forms and supplemental information to the Finance Department.
- Coordinate the budget requests with the Finance Department and City Manager/Budget Officer.
- Modify the budget request forms with any changes discussed and agreed upon with the Finance Department and/or City Manager / Budget Officer.
- Assure that Budget Requests are fiscally conservative.
- Ensure that budgets are well-researched, accurate, fully documented, and supported by facts.
- Present the department budget request to the City Commission during the Budget Workshop.
- Ensure that budgets are prudently managed and executed after adoption by the City Commission.
- Ensure that approved service levels are delivered at the lowest possible cost.

POLICY: BUDGET PROCESS-(continued)

RESPONSIBILITIES- (continued):

FINANCE DEPARTMENT:

- Review the Budget Manual requirements
- Plan for and determine informational needs for policy makers to assist in budgeting review process.
- Provide budget manual and training to departments for development and presentation of their respective operating budget.
- Calculate and analyze tax and collection rates.
- Review and analyze budget requests for accuracy and for compliance with established instructions.

Attention to:

- Reviewing the department's strategic objectives, accomplishments, and program highlights and position summary.
- Examining the expenditure and revenue assumptions upon which the department has built the budget request.
- Determining if expenditures are budgeted at realistic levels.
- Determine if revenues are budgeted at somewhat conservative achievable levels.
- Determining cost effectiveness of programs and services.
- Determining whether a department has achieved its established budget target.
- Meet with department administrators and/or their fiscal staff to discuss key budget issues.
- Verify that all line item detail is consistent and ties to the final adopted budget appropriations.
- Assist the City Manager/Budget Officer in developing and presenting a balanced budget.
- Assist the City Manager in ensuring compliance with City Charter.
- Prepare budget document.
- Post approved budget in the City's computer system.
- File the approved budget with the City Secretary, Library, and post online in the City's webpage.
- Review and approve departmental budget amendments and adjustments for City Manager approval and submission to City Commission of needed.
- Update the City's computer system with approved budget amendments and adjustments.
- Monitor budget status throughout the year.

POLICY: BUDGET PROCESS-(continued)

RESPONSIBILITIES- (continued):

- Review and approve departmental budget amendments and adjustments for City Manager approval and submission to City Commission of needed.
- Update the City's computer system with approved budget amendments and adjustments.
- Monitor budget status throughout the year.

CITY MANAGER:

- Review departmental budget requests.
- Preliminarily prioritize new programs/projects before City Commission review.
- Ensure adequate departmental participation.
- Deliver a budget message to the City Commission.
- Present a balanced budget to the City Commission.
- Ensures appropriate execution of the budget after approved by City Commission.
- Ensure compliance with City Charter.
- Approve departmental budget adjustments and submit budget amendments for City Commission approval.

CITY COMMISSION:

- Sets fiscal policies and goals.
- Participate in budget workshops.
- Hold City Commission reviews of the draft budget.
- Certify collection rates.
- Hold public hearings if tax rate increase is proposed
- Certify tax rates.
- Hold public hearings on the budget.
- Adopt the budget.
- Approve or deny agenda items throughout the year based on budgetary/funding availability.

POLICY: BUDGET AND FINANCIAL REPORTING

Purpose:

The purpose of this policy is to identify the person(s) responsible for all financial reporting and budgetary comparisons for the City of Pharr.

City Charter identifies the City Manager as the **CEO** of the city and is therefore responsible for ensuring the annual budget is prepared. The City manager should also submit and make available to the public a complete report of the finances and administrative activities of the City as of the end of each fiscal year.

RESPONSIBILITIES:

DEPARTMENT HEADS:

Department Heads must familiarize themselves with the above-mentioned policy and ensure that budget money is available prior to making a purchase or creating a purchase order. For accounting purposes, as well as budgetary comparisons, they must also ensure that all transactions are correctly coded with proper account numbers.

FINANCE DEPARTMENT:

The Finance Department will be responsible, through City Manager authority, to help prepare and submit the fiscal year budget for adoption by the City Commission. The Finance Department will also prepare financial reports on budgetary comparison for review by City Manager monthly.

CITY MANAGER:

The City Manager, through the Finance Director, shall keep the Board of "Commissioners fully advised as to the financial condition and future needs of the City and make such recommendations to the Board of Commissioners concerning the affairs of the City through a Comprehensive Long-Term Capital Improvements Program. The City's financial reporting system and system of accounts shall conform to the standards required by Generally Accepted Accounting Principles, Federal and State regulatory agencies, or the Government Finance Officers Association. Monthly and/or quarterly financial reports shall be prepared and submitted to all department heads for their review and information.

POLICY: EXTERNAL AUDIT OF CITY FINANCES

Purpose:

The purpose of this policy is to ensure taxpayers of the City of Pharr that the City's records are audited annually and that the financial reports are prepared in accordance with Generally Accepted Accounting Principles, as well as meeting Local, Federal and State agency regulations.

POLICY:

The City of Pharr shall have its records and accounts audited annually.

DEPARTMENT HEADS:

Department Heads must familiarize themselves with the above-mentioned policy. They must ensure full cooperation with the Finance Department in meeting all audit needs related to their respective areas. Auditors may occasionally visit each department and request historical, or current information. It is the Department Head's responsibility to comply with those auditor requests as quickly as possible.

FINANCE DEPARTMENT:

The City, through the authority of the City Manager and Finance Director's recommendation, shall employ, at its own expense, a certified public accountant who is licensed in the State of Texas, or is a public accountant who holds a permit to practice from the Texas State Board of Public Accountancy to conduct the external audit.

CITY MANAGER:

The City Manager, through the authority in Texas Statutes Local Government Code as well as the City Charter, is ultimately responsible for all fiscal year activity. The City Manager will expect full cooperation from all Department Heads to ensure that the Finance Director has all information needed to satisfy Local, State, and Federal requirements concerning proper accounting for external, as well as internal, financial audits. Audited financial reports, including the auditor's opinion on the statement, shall be filed in the office of the municipal secretary or clerk within 180 days after the last day of the City's fiscal year. The financial report is a public record.

POLICY: INTERNAL AUDIT FUNCTION

Purpose:

The purpose of this policy is to maintain an internal audit function to review and appraise business activities, integrity of records, and effectiveness of operations of the City in accordance with the Texas Internal Auditing Act and The Institute of Internal Auditors Standards. Technical competence of the internal audit staff will be maintained by appropriate continuing education.

POLICY:

The internal audit function has full, free, and unrestricted access to any of the City's records (manual or electronic), property, and personnel relevant to any subject under review and is to exercise prudence in the use of these resources. Internal audit provides an independent review and appraisal of accounting, financial and other operations of any activity as a service to management. The objective of internal auditing is to assist the administration in the effective discharge of their responsibilities by furnishing objective analyses, appraisals, recommendations, and pertinent comments concerning the activities reviewed.

The scope of internal auditing will be defined by the internal audit function. The scope encompasses the examination and evaluation of the adequacy and effectiveness of the City's system of internal controls and the quality of performance in carrying out assigned responsibilities, including:

- Reviewing the reliability and integrity of financial and operating information and the systems used to identify, measure, classify, and report such information.
- Reviewing the systems established to ensure compliance with those policies, plans, procedures, laws and regulations which could have a significant impact on operations and reports and ascertaining the extent of compliance.
- Ascertaining the extent to which City assets are accounted for and safeguarded from losses.
- Appraising the economical and efficient use of resources.
- Participating in the planning, design, development and implementation of major operational systems to determine whether adequate controls are incorporated in the systems.
- Reviewing operations or activities to ascertain whether results are consistent with established objectives and goals and whether the operations or activities are being conducted as planned.
- Recommending operating improvements.

POLICY: INTERNAL AUDIT FUNCTION-(continued)

POLICY:-(continued)

- Acting as liaison between the City and external auditors, including the review of their findings and the follow-up on co Reviewing corrective action taken on internal audit findings.
- Reviewing for the potential existence of fraud and abuse.

REVIEWING COMPLIANCE WITH GUIDELINES FOR ETHICAL PROFESSIONAL CONDUCT.

The results of internal audit reviews shall be reported to the Finance Director and to the City Manager and when appropriate, to other City departments administratively concerned with the internal audit function activity reviewed. The report shall include:

- Internal audit findings;
- Internal audit recommendations;
- Management responses;
- Corrective action taken by management;
- Auditor verification regarding corrective action.

The City will conform with Standards for the Professional Practice of Internal Auditing, generally accepted governmental auditing standards, the Certified Internal Auditor Code of Professional Ethics, and the Statement of Responsibilities of Internal Auditing, as promulgated and periodically revised by the Institute of Internal Auditors.

RESPONSIBILITIES:

DEPARTMENT HEADS:

Department Heads must familiarize themselves with the above-mentioned policy. They must ensure full cooperation with the Finance Department in meeting all audit needs related to their respective areas. Internal auditors may occasionally visit each department and request historical, or current information. It is the Department Head's responsibility to comply with those auditor requests as quickly as possible. If the Department Head at any time suspects suspicious activity concerning internal controls, it is his/her responsibility to request an investigation by the Finance Department or City Manager as needed.

FINANCE DEPARTMENT:

The Finance Department may occasionally make unannounced, or surprise visits to other City departments to review General Ledger transaction history, or cash/check handling procedures. This is performed periodically to ensure that all City funds are properly accounted for and that proper internal controls are in place to protect all City funds and property. The Finance Department will report any findings directly to the City Manager.

POLICY: INTERNAL AUDIT FUNCTION-(continued)

RESPONSIBILITIES:-(continued)

CITY MANAGER:

The City Manager, through the authority in Texas Statutes Local Government Code as well as the City Charter, is ultimately responsible for all fiscal year activity. The City Manager will expect full cooperation from all Department Heads to ensure that all City funds and property under their care are being properly protected from theft or misappropriation. The City Manager, through the Finance Director, will ensure that internal audits are performed in all areas of the City, especially in cash-handling areas where there is greater potential for loss of funds or property and will expect a full report of any findings from the Finance Department.

POLICY: AUTHORIZATION TO SIGN CHECKS

PURPOSE:

The purpose of this policy is to ensure that adequate internal controls are in place to protect city assets, specifically cash.

Policy:

In the interest of maintaining appropriate internal controls, two signatures will be required on all checks. The City's depository shall keep on record the City's resolution authorizing certain City employees to have signature authority. In addition, the depository will also have on file an original signature card with the signatures of those employees having authority through City Resolution to sign City checks. Four authorized signatures recommended are City Manager, City Manager designee, Finance Director, and Finance Director designee. It is recommended that the primary signatures on all City checks processed by the Financial Reporting System be that of the City Manager and the Finance Director. If a system password is required to print those checks, the password must be protected and used only by the City Manager, Finance Director, and /or their designees.

In cases where a City check needs to be manually prepared, such as typewritten, then signature preferences remain City Manager and Finance Director as previously recommended. If one, or both City employees are not available for signing the check(s), then any two of the four authorized employees may sign the check(s).

In cases where an authorized signor leaves the City's employ, a request will be made to add an item to the City Commission Meeting Agenda. Replacements for signature authority will only be made through City resolution. The approved resolution will then be forwarded to the City's depository so that signature cards may be updated.

Photo copies of bank signature cards will be kept on file by the Finance Department.

RESPONSIBILITIES:

DEPARTMENT HEADS:

Department Heads must familiarize themselves with the above-mentioned policy. In general, the City's automated financial system automatically prints two required signatures on all checks processed by the system. Occasionally, a manual check must be prepared. In this case, The Department Head must ensure that only authorized signatures must be on the manually prepared check prior to issuing the check to an employee or a vendor.

POLICY: AUTHORIZATION TO SIGN CHECKS-(continued)

RESPONSIBILITIES-(continued):

FINANCE DEPARTMENT:

The Finance Department's responsibility is to ensure that all checks prepared by the City, whether manually prepared or automated, must have two authorized signatures. It is the Finance Department's responsibility to maintain copies of all authorized signatures on the depository signature card. If one of the employees authorized to sign any City check leaves the City's employ for any reason, then the Finance Director, through the City Manager must find a replacement employee. A line item must be added to the City Commission agenda so that the City Commission may authorize the replacement. Once the resolution is adopted by the City Commission, the minutes of that meeting must be presented to the bank depository so that new signature cards may be prepared, and the new employee authorized to sign checks from that point forward.

CITY MANAGER:

The City Manager, through the authority in Texas Statutes Local Government Code as well as the City Charter, is ultimately responsible for all fiscal year activity. The City Manager is one of the authorized signatures on all checks prepared by the City. It is the City Manager's responsibility to work with the Finance Director in case any changes in authorized signatures are required the future.

POLICY: AUTHORIZATION TO PROCESS WIRE TRANSFERS

PURPOSE:

The purpose of this policy is to ensure that adequate internal controls are in place to protect city assets, specifically cash.

Policy:

In the interest of maintaining appropriate internal controls, wire transfers are to be made **ONLY** for the following purposes:

- ✓ Debt Service Payments (e.g. Bond payments, lease payments, loans)
- ✓ Event Center Promoter balances
- ✓ International Payments where U.S. checks are not accepted by International Banks
- ✓ Payments due to any Grant Agency
- ✓ One-Time Payment >\$5,000

Finance department is the only one authorized to complete form and initiate wire before processing. A signature from Finance Director will be required for Debt Service Payments and an additional signature from City Manager will be required for ALL OTHER.

No Wire Transfer will be processed without Invoice validation and authorization from Finance Director for Debt Payments and from Finance Director and City Manager for all other payments.

RESPONSIBILITIES:

DEPARTMENT HEADS:

Department Heads must familiarize themselves with the above-mentioned policy and should not request Wire Transfers as a method of payment for regular operational payments.

FINANCE DEPARTMENT:

The Finance Department's responsibility is to ensure that all wires prepared by the City, must have two authorized signatures for Debt Service Payments and three for other mentioned above. It is the Finance Department's responsibility to process wire either via electronically or via telephone and provide confirmation to department head requesting the wire. It is also Finance's responsibility to record properly into the City's Financial System to reflect transaction and reconcile with Bank.

POLICY: AUTHORIZATION TO PROCESS WIRE TRANSFERS-(continued)

RESPONSIBILITIES-(continued)

CITY MANAGER:

The City Manager, through the authority in Texas Statutes Local Government Code as well as the City Charter, is ultimately responsible for all fiscal year activity. The City Manager is one of the authorized signatures on all financial transactions prepared by the City. It is the City Manager's responsibility to work with the Finance Director in case any changes in authorized signatures are required.

POLICY: AUTHORIZATION TO RELEASE CHECKS

PURPOSE:

The purpose of this policy is to ensure that adequate internal controls are in place to release a check to the proper payee.

Policy:

The following authority is required for the release of checks.

Payroll Checks

Administrative Services Department Approval, or Department Head Approval, or City Manager Approval

If an employee cannot pick up the payroll check, it is the employee's responsibility to:

- Call supervisor and advise hold the payroll check for future pickup, or
- Call supervisor and advise that a certain person, other than the employee, will be picking up the check. Person picking up the check will have to produce identification showing he/she is named person authorized to pick up only that payroll check.
- For all City Offices located away from City Hall, a Department Head or designee may retrieve payroll checks directly from the Payroll office at City Hall and issue those payroll checks to staff when showing proper identification at those locations.

Accounts Payable

Finance Department Approval, or City Manager Approval

If a vendor does not want their check mailed, it is the vendor's responsibility to:

- Call accounts payable and advise hold the payroll check for future pickup, or
- Call accounts payable and advise that a certain person, other than the known vendor, will be picking up the check. Person picking up the check will have to produce identification showing he/she is named person authorized to pick up check.

POLICY: AUTHORIZATION TO RELEASE CHECKS-(continued)

RESPONSIBILITIES:

DEPARTMENT HEADS:

Payroll checks:

Department Heads must familiarize themselves with the above-mentioned policy. They or their designee may retrieve payroll checks from City and distribute said payroll checks to their employees upon presentation of proper identification.

Accounts Payable Checks:

Department Heads may retrieve accounts payable checks from City Hall and distribute them directly to vendors only if prior arrangements have been made to do so with the Accounts Payable Division of the Finance Department. Distribution of accounts payable checks directly to vendors may be done only if vendor, or vendor's representative, is authorized to retrieve checks.

FINANCE DEPARTMENT:

The Finance Department through the City Manager has authority to release checks that are not stale-dated. The Finance Department must ensure that accounts payable checks are processed and mailed to vendors on a timely basis. Vendors may choose to not have their checks mailed and instead, held for pickup by an authorized person. Vendors must make prior arrangements with the accounts payable department to hold a check for pickup by the vendor or a representative of the vendor with proper identification.

CITY MANAGER:

The City Manager, through the authority in Texas Statutes Local Government Code as well as the City Charter, is ultimately responsible for all fiscal year activity. The City Manager will expect full cooperation from all Department Heads to ensure that this policy is adhered to by all Department Heads with cash-generating activity. The City Manager, through the Finance Director, will ensure that internal controls are in place to protect against loss or misappropriation of City funds.

POLICY: ESTABLISHMENT AND CONTROL OF CHANGE FUNDS

Purpose:

Occasionally, revenue producing departments have a need to establish a change fund for a cashier to use throughout his/her shift. The purpose of this policy is to determine if a need exists to create a change fund, and if so, to document specific details such as:

- initial amount for the change fund, and
- purpose of the change fund, and
- change fund custodian, and
- change fund to be used long-term (ongoing activities), or
- change fund to be used short-term (week-end program, etc.).

POLICY:

It is the policy of the City to authorize, establish and maintain change funds required to provide change to revenue producing activities and for the Finance Department to furnish limited cash replenishment to other revenue producing departments. City policy also requires that adequate controls over change funds be maintained to prevent loss through theft or misappropriation.

APPROVAL:

The Finance Director will approve the establishment, change in authorized amount, or the discontinuance of change fund.

REQUESTING THE FUND

Upon determination that a change fund is required, a letter to the Finance Director and City Manager will be prepared requesting approval for the fund. The request will include:

- Department requiring the funds;
- Amount of the fund;
- A short explanation of the requirement for the change fund.
- Term of the fund (short-term / long term)

Upon approval, the Department Head will appoint a fund custodian and submit the custodian's information to the finance department before the money is issued. The Finance Department will then issue the money to the requesting department. A change in fund level upward will follow the same procedure outlined above and must include an explanation of the requirement for the increase. A reduction of the change fund level requires that the unused funds be returned to the Finance Department. Discontinuance of a change fund requires the same procedure as the change in level downward of the fund.

POLICY: ESTABLISHMENT AND CONTROL OF CHANGE FUNDS-(continued)

FUND CUSTODIAN

Each department's designated custodian will be solely responsible for the safekeeping of the cash. Written instructions detailing the procedures must be provided to the custodian. The custodian must always keep the fund under lock and key.

The responsibility of the fund may not be shared between two or more people. The custodian may have a backup with the written consent of the Finance Department; however, the custodian will continue to be solely responsible for the full amount of the fund.

To change custodians, a memo must be sent to the Finance Department by the Department Head requesting the change and appointing a new custodian.

The fund will then be deposited, and a check will be issued to the new fund custodian and recorded in the General Ledger.

BALANCING FUND

Fund custodians are responsible for ensuring the fund is balanced. Cash on hand must always equal the amount of the fund. The fund's sole purpose is to provide coin and currency to cash handling stations to make change during the process of receipting. This fund should not be used to reimburse small purchases. No expenditures or loans may ever be paid from the fund. No personal checks may be cashed from the fund. Discrepancies must be reported to the Finance Department immediately. The fund is subject to unannounced audits by the Finance Department.

FUND REPLENISHMENT

If the fund needs replenishment of small bills and coins, the fund custodian may take the fund to the bank to make change. The fund may not be replenished by someone other than the custodian.

RESPONSIBILITIES:

DEPARTMENT HEADS:

All Department Heads have a responsibility to familiarize themselves with this policy and procedure. They must also:

- ✓ justify the need to establish a change fund
- ✓ advise Finance Department if change fund is needed for long-term use (on-going cashier position), or to be used for short-term (weekend programs, etc.)
- ✓ ensure that petty cash is always kept in a secure area and in a locked petty cash box
- ✓ ensure that an employee with adequate cash-handling capabilities is assigned to be the custodian of the change fund,

POLICY: ESTABLISHMENT AND CONTROL OF CHANGE FUNDS-(continued)

RESPONSIBILITIES-(continued)

DEPARTMENT HEADS-(continued)

- ✓ ensure that Internal controls as recommended by the Finance Department are in place to protect City funds from theft or misappropriation,
- ✓ ensure that internal controls are not being compromised,
- ✓ must also be familiar with the chart of accounts so that all change fund transactions are properly coded with correct account numbers for financial accounting purposes,
- ✓ ensure that the change fund is always balanced daily,
- ✓ ensure that a report of revenue and expense transactions processed through the change fund is forwarded by Department Head or fund custodian to the Finance Department,
- ✓ ensure that change fund is not used for personal reasons such as IOUs or cash advances,
- ✓ ensure that all change fund transactions are strictly for city-related operations, and
- ✓ ensure that all cash variances in the change fund are thoroughly investigated and corrective actions are taken to prevent future variances.

FINANCE DEPARTMENT:

The Finance Department is responsible for reviewing with City Manager all justifications to create a change fund. The Finance Department, upon City Manager approval, will create the new change fund and keep a record of the fund balance and fund custodian.

The Finance Department reserves the right to make unannounced visits, or internal audits, to the department where the change fund is located to ensure:

- ✓ that the balance is correct,
- ✓ that all change fund transactions have been properly coded,
- ✓ that procedures are in place to protect city property from theft or misappropriation,
- ✓ that reports summarizing revenues or expenses through the change fund are being received from Department Heads or change fund custodians,
- ✓ that the Finance Department conducts periodic internal audits on all change funds to test for correct balances.
- ✓ All internal or external audit findings will be reported immediately to the City Manager.

CITY MANAGER:

Concerning the establishment and control of the petty cash fund, it is the City Manager's responsibility to:

- ✓ review all requests from Department Heads to create a new change fund,
- ✓ approve, with the Finance Director's recommendation, the creation of a new change fund,
- ✓ expect the Department Head to be fully aware of and abide by this policy/procedure,

POLICY: REIMBURSEMENT OF TRAVEL EXPENSE

Purpose:

It is in the best interest of the City of Pharr that the elected officials of the City, Mayor, appointed City officials, City appointed board and committee members and officers, City Manager, and other City employees be advised along with the public and surrounding community what the general travel policy is and how they are regulated, maintained, and implemented.

POLICY:

SECTION 1: TRAVEL AUTHORITY:

- Elected Officials shall be authorized to travel if such travel serves a legitimate public purpose in furtherance and satisfaction of their public duties.
- Appointed Board and Committee Members shall be allowed to attend up to three (3) official City trips per fiscal year (if available): one (1) state, one (1) national and one (1) international. Any official City trips more than those three listed above must have specific prior Department Head recommendation and City Manager approval before travel is undertaken. Travel shall serve a legitimate public purpose in furtherance and satisfaction of their public duties.
- This ordinance does not prohibit employee training or additional meetings; however, all associated travel must be specifically approved by the Department Head and the City Manager before it is undertaken.

SECTION 2: EXPENSES:

The Board of Commissioners may allow the advancement of money for estimated expenses or approve for payment the actual monies incurred by elected officials of the City, Mayor, appointed City officials, City appointed board and committee members and officers, City Manager, and other City employees as follows:

- ✓ registration costs of conference;
- ✓ travel expenses to and from approved destination;
- ✓ three (3) meals per day; and
- ✓ lodging;

At all times, travel shall be paid and accomplished in the most economical method reasonably possible.

POLICY: REIMBURSEMENT OF TRAVEL EXPENSE-(continued)

POLICY-(continued)

SECTION 3: PROCEDURE FOR REIMBURSEMENT OF EXPENSES

Upon presentation of approved documentation, expenses may be reimbursed as follows:

- Following completion of travel or upon cancellation of travel, authorized persons advanced money for travel shall file a complete and accurate report of travel expenses incurred as set out herein and refund any excess amount advanced over expenses incurred to the City.
- Within ten (10) working days of completing travel, or cancellation of travel, the person traveling on Pharr City business shall file with the Finance Officer a complete and accurate report of travel expenses incurred. Receipts for all expenses incurred other than for meals within the per diem rate and mileage for personal motor vehicles shall be included with such reports. Reimbursement shall only be made for the most economical mode of travel available unless good cause as determined by the Board of Commissioners exists to justify a higher rate. Any excess amount advanced over expenses incurred shall be refunded to the City while the travel report is filed. Personal checks, money orders, or cashier's checks shall be made payable to "City of Pharr".

SECTION 4: RATES FOR REIMBURSEMENT OF TRAVEL EXPENSES:

- a) Mileage on personal motor vehicles shall be reimbursed at the same rate as allowed by state or federal law, or the Internal Revenue Service.
- b) Air fare or other commercial travel shall be paid directly by the City except for emergency situations.
- c) Per Diem both for in-state and out-of-state travel shall be made up to \$75.00 per day for lodging and \$60.00 or \$85.00 per day for meals, respectively. The Board of Commissioners may approve lodging at a higher rate if all available rooms exceed \$75.00. If the room rates are less than \$75.00, the authorized will only receive the room rate as documented by receipts.
- d) Per Diem for meals shall be based on three meals per day at the following rates:

<u>Out of State</u>		<u>In State</u>	
Breakfast	\$ 25.00	Breakfast	\$ 15.00
Lunch	\$ 25.00	Lunch	\$ 20.00
Dinner	<u>\$ 35.00</u>	Dinner	<u>\$ 25.00</u>
Total	<u>\$ 85.00</u>	Total	<u>\$ 60.00</u>

POLICY: REIMBURSEMENT OF TRAVEL EXPENSE-(continued)

SECTION 4: RATES FOR REIMBURSEMENT OF TRAVEL EXPENSES-(continued)

- e) Other necessary travel related expenses such as taxi fare, bus fare, vehicle rental, and/or vehicle parking will be reimbursed at the actual rate charged as documented by receipts. However, reimbursement for any one (1) day of travel shall not exceed the following amounts:

Ground Transportation	\$ 30.00
Vehicle rental	\$ 85.00
Vehicle parking (Airport)	\$ 15.00
Vehicle parking (Hotel/Garage)	\$ 35.00

- f) Travel accomplished within one (1) day (no overnight stay) shall be done in City-owned vehicles whenever possible. Per Diem for such travel shall be \$15.00 per meal when an authorized person is required to purchase a meal while conducting City of Pharr business.
- g) An authorized employee will normally be reimbursed for travel from their normally assigned work station, not from their residence, except in those instances where it is clearly more practical to travel from the residence directly to Pharr City business destinations than from the work station. In those exceptional instances, the authorized employee shall be reimbursed from their residence, not from their normally assigned work stations.

SECTION 5: PROPER EXPENSE REPORTING AND USE OF TRANSPORTATION

- a) Falsification of travel reports, receipts, or reimbursement requests shall be considered malfeasance. Disciplinary action may be taken as appropriate by the Board of Commissioners. The appropriate City staff may also proceed with termination of employment.
- b) Motor vehicles owned by the City of Pharr shall only be used while an authorized person is conducting City of Pharr business. No authorized person shall use a City of Pharr vehicle for personal business or gain. Non- City owned transportation obtained for travel of authorized persons shall also be strictly used for the furtherance of City of Pharr business unless payment or reimbursement is not from the City of Pharr.

POLICY: REIMBURSEMENT OF TRAVEL EXPENSE-(continued)

SECTION 6: OTHER TRAVEL RELATED PROVISIONS

- a) At the discretion of the City Manager, various employees may be classified as 24-hour on-call employees and assigned a City vehicle. Such vehicles are intended for City of Pharr business related travel only, shall be used only for travel necessary, appropriate and beneficial to the City of Pharr, and are intended as additional compensation or benefit for the employee involved.

Travel to and from the employee's residence is considered necessary, and appropriate and to the benefit of the City of Pharr when the employee is proceeding to or from City of Pharr business activities. Such City owned vehicles are provided to avoid unnecessary delays in the event of an emergency involving the City of Pharr which requires the employee's presence.

- b) Employer, employee, and non-employee record-keeping and reporting requirements concerning City of Pharr vehicle usage must adhere to the following guidelines:
1. Employees shall report to their supervisor all travel conducted in City of Pharr owned vehicles.
 2. Business travel must be for an activity beneficial to the livelihood or the advancement of the City of Pharr's goals and objectives. Travel must be ordinary and necessary.
- c) Other allowable expenses for City of Pharr vehicular use includes:
1. Gasoline and oil;
 2. Lubrication;
 3. Washing;
 4. Repairs and maintenance;
 5. Vehicle insurance;
 6. Tires and supplies; and
 7. Parking fees and tolls.

SECTION 7: SEVERABILITY CLAUSE:

If any part or parts of this ordinance are found to be invalid, unconstitutional, or in conflict with state or federal laws, by a court having competent jurisdiction, then such shall not affect the remaining parts hereof and such remaining parts shall remain in full force and effect, and to the extent this ordinance is considered severable.

POLICY: REIMBURSEMENT OF TRAVEL EXPENSE-(continued)

SECTION 8: OTHER CLAUSES REPEALED:

All ordinances or parts of ordinances in conflict or inconsistent with any of the provisions of this ordinance, or any amendment hereto, are hereby repealed insofar as the same conflict with the provisions hereof and insofar as necessary to give this ordinance, and any amendment hereto, full force and effect.

SECTION 9: SAVINGS CLAUSE:

Except as hereby amended, any personnel policies, procedures, and directives of the City of Pharr, Texas shall remain in full force and effect, unimpaired hereby.

SECTION 10: EFFECTIVE DATE:

This ordinance shall take effect upon receiving final approval by governing body following three (3) readings of the Board of Commissioners.

RESPONSIBILITIES:

DEPARTMENT HEADS:

All Department Heads and/or their designee are responsible for following the policy and procedure as outlined above. They will also be responsible for ensuring that all support documentation, such as hotel receipts, airline receipts, limo/taxi service receipts, a copy of the per diem check, etc. are attached to the travel reports with approval signatures. Department Heads are also charged with the responsibility of ensuring that all travel expenses are coded to the proper department and account number. They are also responsible for ensuring that all final documentation is submitted to the Finance Department on a timely basis (within 10 days of returning from business travel). It is the Department Heads duty to ensure that all travel vouchers submitted for processing are for travel expenses by City employees, and that the City employee was travelling on legitimate City business.

FINANCE DEPARTMENT:

The Finance Department is responsible for ensuring that all financial transactions are properly recorded as per Generally Accepted Accounting Principles (GAAP) as well as per Local, State, or Federal mandates. The Travel Clerk must ensure that all travel reports are complete with support documentation as well as approved signatures and that the reports have been submitted on a timely basis. The Travel Clerk must also verify that all prior travel vouchers from the same employee have been processed for final disposition.

POLICY: REIMBURSEMENT OF TRAVEL EXPENSE-(continued)

RESPONSIBILITIES-(continued)

CITY MANAGER:

Through the authority in Texas Statutes Local Government Code as well as the City Charter, the City Manager is ultimately responsible for the efficient administration of all City Operations. The City Manager will expect full cooperation from Department Heads to ensure that the Finance Department has all documentation needed to properly satisfy all accounting requirements associated with this travel policy. It is also the City Manager's responsibility to review and approve all travel vouchers.

POLICY: PHYSICAL INVENTORY

Purpose:

This policy is established as guidance in accounting for consumables inventory for the City of Pharr. It outlines the procedures to follow when performing a physical inventory of those consumable items. The objectives of the Physical Inventory policy are to ensure that:

- Accounting, valuation, and reporting of inventories are consistent from year to year.
- Inventories are safeguarded from loss.
- Supplies and materials inventories are accurately reported in the financial statements.

Policy

It is necessary for all departments having consumable goods and materials needed for daily operations to conduct a periodic inventory for financial statement reporting purposes.

The physical inventory count must be taken at least once per fiscal year. Regardless of when the inventory is conducted, enough time must be scheduled to properly count the inventory. Enough people should also be available to conduct the inventory. Department Heads are responsible for appointing an inventory supervisor that will be responsible for planning, coordinating, conducting, and reporting the inventory.

Examples of departments needing to take an inventory are Golf Course pro-shop, Golf Course snack bar, Police Department, Parks & Recreation, Traffic Safety, Animal Control, and Utilities.

At all times, storage areas should be properly secured to prevent unauthorized access.

Inventory held for re-sale shall be done at least quarterly.

Procedures

If possible, the area where the inventory is located should be closed during the inventory count. Prior notification to persons who use the products will be necessary. If the area is closed during the inventory, signs to that effect must be clearly posted.

Sales or receipts of new goods should not occur during the inventory, and inventory should not be moved to other locations during the process to prevent counting the inventory twice or excluding it from the count.

POLICY: PHYSICAL INVENTORY-(continued)

During the inventory, one person will call out the item and the quantity, and another person will record the information on a counting sheet. The items should be marked as they are counted to ensure proper counting. Colored dot stickers can be used for marking items.

After the inventory is counted, the appointed supervisor should make sure all items are marked. At this point, inventory value must be calculated. Items must be valued at the lower of cost or market value. The entire inventory list will be extended at lower of cost or market value to arrive at the total inventory valuation as of the inventory date (qty x lower of cost or market value = inventory value).

A final report must then be submitted to the Finance Department. The report should reflect general types or categories of inventory items, a list with all the items and the extensions, and the total inventory value.

RESPONSIBILITIES:

DEPARTMENT HEADS:

All Department Heads having a material number of consumable items on inventory will be responsible for following the policy and procedure as outlined above.

FINANCE DEPARTMENT:

The Finance Department is responsible for ensuring that all financial transactions are properly recorded as per Generally Accepted Accounting Principles (GAAP) as well as per State or Federal mandates. The Finance Department, through the City Manager, will notify all Departments Heads of dates when a physical inventory will be taken to satisfy all accounting needs.

CITY MANAGER:

Through the authority in Texas Statutes Local Government Code as well as the City Charter, the City Manager is ultimately responsible for the efficient administration of all City Operations. The City Manager will expect full cooperation from Department Heads to ensure that the Finance Department has all documentation needed to properly satisfy all accounting requirements associated with taking a physical inventory.



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 6.C.

DATE SUBMITTED: November 14, 2018

MEETING DATE: November 19, 2018

FROM: Angie Resio, Secretary

DEPARTMENT: Development Services

DIRECTOR:

Agenda Item: Consideration and action, if any, on Ordinance directing the City Manager to vacate, abandon, and close a portion of street Right-Of-Way being a portion of West Newcombe (Park) Ave., Pharr Original Townsite, Pharr, Hidalgo County, Texas. *(Adoption on 1st Reading)*

Classification: Regular

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

Exclude Material from Public Packet? No

Reason:

Issue: The City Commission of the City of Pharr has determined that it is in the public interest that the City vacate, abandon and close a portion of a street Right-of-Way being a portion of W. Newcombe (Park) Ave. lying between Block 43, Lots 8 & 9 of Pharr Original Townsite Subdivision, Pharr, Hidalgo County, Texas and the E 196' of Blk C, Pharr Original Townsite Subdivision, Pharr, Hidalgo County, Texas.

Financial Consideration:

Staff Recommendation: Staff recommends approval.

Alternatives:

ROUTING:

Angie Resio
Roland Gomez
Melanie Cano
Omar Anzaldua
Patricia Rigney
City Management Office

Created/Initiated - 11/14/2018
Approved - 11/15/2018
Approved - 11/15/2018
Approved - 11/15/2018
Approved - 11/15/2018
Final Approval - 11/16/2018

ORDINANCE NO. O-2018-_____

AN ORDINANCE DIRECTING THE CITY MANAGER TO VACATE, ABANDON, AND CLOSE APPROXIMATELY SEVENTEEN-THOUSAND FOUR HUNDRED THIRTY-FIVE SQUARE FOOT PORTION OF STREET RIGHT-OF-WAY, BEING A PORTION OF WEST NEWCOMBE (PARK) AVE. LYING BETWEEN BLOCK 43, LOTS 8 & 9 OF PHARR ORIGINAL TOWNSITE SUBDIVISION, PHARR, HIDALGO COUNTY, TEXAS AND THE E 196' OF BLK C, PHARR ORIGINAL TOWNSITE SUBDIVISION, PHARR, HIDALGO COUNTY, TEXAS; AND DECLARING AN EMERGENCY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Board of Commissioners of the City of Pharr has determined that it is in the public interest that the City vacate, abandon and close a portion of a street Right-of-Way being a portion of W. Newcombe (Park) Ave. lying between Block 43, Lots 8 & 9 of Pharr Original Townsite Subdivision, Pharr, Hidalgo County, Texas and the E 196' of Blk C, Pharr Original Townsite Subdivision, Pharr, Hidalgo County, Texas;

WHEREAS, the Board of Commissioners has determined that it is imperative to declare an emergency to vacate, abandon, and close a portion of W. Newcombe to commence construction; and

WHEREAS, the legal description and the map of all the property to be vacated, abandoned and closed is set out in Exhibit "A" and Exhibit "B" attached hereto;

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

SECTION 1: That a portion of street Right-of-Way being a portion of W. Newcombe (Park) Ave. lying between Block 43, Lots 8 & 9 of Pharr Original Townsite Subdivision, Pharr, Hidalgo County, Texas and the E 196' of Blk C, Pharr Original Townsite Subdivision, Pharr, Hidalgo County, Texas, more fully described in Exhibit "A" is hereby vacated, and closed as a public Right-of-Way, and abandoned as such.

SECTION 2: DECLARING AN EMERGENCY: The importance of the subject matter hereof creates an emergency and is imperative to public necessity requiring the suspended of the rule that an Ordinance be read on 3 separate readings, and such rule is hereby suspended and said requirement is dispensed with by a vote of not less than a majority of all members of the Board of Commissioners.

SECTION 3: EFFECTIVE DATE: This ordinance shall be effective immediately upon passage.

READ, CONSIDERED, PASSED AND APPROVED at a regular meeting of the City Commission of the City of Pharr, Texas, at which a quorum was present and which was held in accordance with Vernon's Texas Codes Ann., Government Code, Section 551.041 on the 19th day of November, 2018

PASSED AND APPROVED ON THE FIRST READING BY THE BOARD OF
COMMISSIONERS OF THE CITY OF PHARR, TEXAS, on this the _____ day of _____
_____, 2018.

CITY OF PHARR

AMBROSIO "AMOS" HERNANDEZ

ATTEST:

HILDA PEDRAZA, CITY CLERK

EXHIBIT A



State of Texas
County of Hidalgo
I, E.M. Card, a Civil Engineer, do hereby Certify that this map of PHARR and ADJACENT ACREAGE TRACTS situated in Hidalgo County Texas on the St. L. B. & M. R. R. and in the Original Grants Porcion 69 to Juande Hinojosa, and Porcion 70 to Antonio Velasco, a true and correct Plat of said townsite and Acreage tracts surveyed by me during April and May 1910 and September 1911.

E.M. Card,
Civil Engr. & Surveyor.

Sworn to and subscribed before me
This the 26th Day of April (A.D. 1912)
(SEAL) W.E. Page Notary Public

Note.
Regular Blocks 300' x 400'
Boulevard 120' Wide
Streets 60' Wide
Avenues 60' wide
Alleys 20' Wide

PHARR
— TEXAS —
ORIGINAL PLAT
— SHOWING —
ADJACENT ACREAGE TRACTS.

Office of E.M. Card, Edinburg Sep. 1911.

Scale 1 inch = 200 Feet.





P:\ENGINEERING\1-Parks & Rec\Downtown Park\City of Pharr\Drafting\Exhibits\Downtown Park Exhibit.dwg

DOWNTOWN PARK PHASE I

DESIGNED BY:	--
DRAWN BY:	JAP
CHECKED BY:	MC
DATE:	14-Nov-18

Pharr Engineering
118 S Cage Blvd.
Pharr, TX 78577
956-402-4221



November 15, 2018

Mr. Pedro Alvarez, PE
Pharr District Engineer
Texas Department of Transportation
600 W. Expressway 83
Pharr, Texas 78577

Mr. Alvarez,

The Pharr Police Department has reviewed the City of Pharr's map and traffic plan for the upcoming Christmas Posada Event that will take place this December 1, 2018. The Pharr Police Department supports and will assist with the State Road closure plan for this event. For further information, feel free to contact me.

Respectfully Submitted,

Jose A. Luengo
Interim Chief of Police
(956) 827-3387
(956) 402-4794
jose.luengo@pd.pharr-tx.gov

November 15, 2018

Mr. Pedro "Pete" Alvarez, PE
Pharr District Engineer
Texas Department of Transportation
600 W. Expressway 83
Pharr, Texas 78577

RE: Street Closure Permit for Christmas Posada Event

Mr. Alvarez,

The City of Pharr will be hosting its annual Christmas Posada Event, which requires a State Road closure.

We would like to request the following road closure:

The closure of IH 69/ U.S. 281 (Cage Blvd) at 12:00 pm Saturday - December 1, 2018 to 12:00 am Sunday – December 2nd, 2018. The road closure will be from Old Business 83 to Kelly Ave.

Attached you will find locations maps, Temporary Closure Agreement, Letter from Law Enforcement, City Commission resolution for your review.

We appreciate and thank you in advance for your help with this matter. If you require any additional information, please do not hesitate to call our office at (956) 402-4350

Respectfully Submitted,

Ricardo Pedraza, PE

City of Pharr
Director of Public Works
Office: 956-402-2306
Cell: 956-540-8066
Email: ricardo.pedraza@pharr-tx.gov

STATE OF TEXAS §

COUNTY OF §

AGREEMENT FOR THE TEMPORARY CLOSURE OF STATE RIGHT-OF-WAY

THIS AGREEMENT is made by and between the State of Texas, acting by and through the Texas Department of Transportation, hereinafter called the "State," and the City of Pharr, a municipal corporation, acting by and through its duly authorized officers, hereinafter called the "City."

W I T N E S S E T H

WHEREAS, the State owns and operates a system of highways for public use and benefit, including IH 69/ S Cage Blvd., in Hidalgo, County; and

WHEREAS, the City has requested the temporary closure of IH 69/ S Cage Blvd. From Old Business 83 to Kelly Ave. for the purpose of City of Pharr Christmas Posada Event, as described in the attached "Exhibit A," hereinafter identified as the "Event;" and

WHEREAS, the Event will be located within the City's incorporated area; and

WHEREAS, the State, in recognition of the public purpose of the Event, wishes to cooperate with the City so long as the safety and convenience of the traveling public is ensured and that the closure of the State's right-of-way will be performed within the State's requirements; and

WHEREAS, on the 19th day of November, 2018, the Pharr City Council passed Resolution / Ordinance No. _____, attached hereto and identified as "Exhibit B," establishing that the Event serves a public purpose and authorizing the City to enter into this agreement with the State; and

WHEREAS, 43 TAC, Section 22.12 establishes the rules and procedures for the temporary closure of a segment of the State highway system; and

WHEREAS, this agreement has been developed in accordance with the rules and procedures of 43 TAC, Section 22.12;

NOW, THEREFORE, in consideration of the premises and of the mutual covenants and agreements of the parties hereto, to be by them respectively kept and performed as hereinafter set forth, it is agreed as follows:

A G R E E M E N T

Article 1. CONTRACT PERIOD

This agreement becomes effective upon final execution by the State and shall terminate upon completion of the Event or unless terminated or modified as hereinafter provided.

Article 2. EVENT DESCRIPTION

The description of the Event, including the proposed schedule of start and stop times, approximate number of people attending the Event, and equipment involved shall be attached hereto and identified as "Exhibit C."

Article 3. OPERATIONS OF THE EVENT

- A.** The City shall assume all costs for the operations associated with the Event, to include but not limited to, plan development, materials, labor, public notification, providing protective barriers and barricades, protection of highway traffic and highway facilities, and all traffic control and temporary signing.
- B.** The City shall submit to the State for review and approval the construction plans, if construction or modifications to the State's right-of-way is required, the traffic control and signing plans, traffic enforcement plans, and all other plans deemed necessary by the State.
- C.** The City will not initiate closure prior to 24 hours before the scheduled Event and all barriers and barricades will be removed and the highway reopened to traffic within 24 hours after the completion of the Event.
- D.** The City will provide adequate enforcement personnel to prevent vehicles from stopping and parking along the main lanes of highway right-of-way and otherwise prevent interference with the main lane traffic by both vehicles and pedestrians. The City will prepare a traffic enforcement plan, to be approved by the State in writing at least 48 hours prior to the scheduled Event. Additionally, the City shall provide to the State a letter of certification from the law enforcement agency that will be providing traffic control for the Event, certifying that they agree with the enforcement plan and will be able to meet its requirements.
- E.** The City hereby assures the State that there will be appropriate passage allowance for emergency vehicle travel and adequate access for abutting property owners during construction and closure of the highway facility. These allowances and accesses will be included in the City's traffic control plan.
- F.** The City will avoid or minimize damage, and will, at its own expense, restore or repair damage occurring outside the State's right-of-way and restore or repair the State's right-of-way, including roadway and drainage structures, signs, and pavement, etc. to a condition equal to that existing before the closure, and, to the extent practicable, restore the natural environment, including landscape features.

Article 4. OWNERSHIP OF DOCUMENTS

Upon completion or termination of this agreement, all documents prepared by the City will remain the property of the City. All data prepared under this agreement shall be made available to the State without restriction or limitation on their further use.

Article 5. TERMINATION

- A.** This agreement may be terminated by any of the following conditions:
 - (1) By mutual written agreement and consent of both parties.
 - (2) By the State upon determination that use of the State's right-of-way is not feasible or is not in the best interest of the State and the traveling public.
 - (3) By either party, upon the failure of the other party to fulfill the obligations as set forth herein.
 - (4) By satisfactory completion of all services and obligations as set forth herein.
- B.** The termination of this agreement shall extinguish all rights, duties, obligations and liabilities of the State and City under this agreement. If the potential termination of this agreement is due to the failure of the City to fulfill its contractual obligations as set forth herein, the State will notify the City that possible breach of contract has occurred. The City

must remedy the breach as outlined by the State within ten (10) days from receipt of the State's notification. In the event the City does not remedy the breach to the satisfaction of the State, the City shall be liable to the State for the costs of remedying the breach and any additional costs occasioned by the State.

Article 6. DISPUTES

Should disputes arise as to the parties' responsibilities or additional work under this agreement, the State's decision shall be final and binding.

Article 7. RESPONSIBILITIES OF THE PARTIES

The State and the Local Government agree that neither party is an agent, servant, or employee of the other party and each party agrees it is responsible for its individual acts and deeds as well as the acts and deeds of its contractors, employees, representatives, and agents.

Article 8. INSURANCE

A. Prior to beginning any work upon the State's right-of-way, the City and/or its contractors shall furnish to the State a completed "Certificate of Insurance" (TxDOT Form 1560, latest edition) and shall maintain the insurance in full force and effect during the period that the City and/or its contractors are encroaching upon the State right-of-way.

B. In the event the City is a self-insured entity, the City shall provide the State proof of its self-insurance. The City agrees to pay any and all claims and damages that may occur during the period of this closing of the highway in accordance with the terms of this agreement.

Article 9. AMENDMENTS

Any changes in the time frame, character, agreement provisions or obligations of the parties hereto shall be enacted by written amendment executed by both the City and the State.

Article 10. COMPLIANCE WITH LAWS

The City shall comply with all applicable federal, state and local environmental laws, regulations, ordinances and any conditions or restrictions required by the State to protect the natural environment and cultural resources of the State's right-of-way.

Article 11. LEGAL CONSTRUCTION

In case one or more of the provisions contained in this agreement shall for any reason be held invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provisions hereof and this agreement shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein.

Article 12. NOTICES

All notices to either party by the other required under this agreement shall be delivered personally or sent by certified U.S. mail, postage prepaid, addressed to such party at the following respective addresses:

City:	State:
City of Pharr	Texas Department of Transportation
118 S Cage Blvd.	600 W Interstate 2
Pharr, Texas 78577	Pharr, Texas 78577
_____	_____

All notices shall be deemed given on the date so delivered or so deposited in the mail, unless otherwise provided herein. Either party hereto may change the above address by sending written notice of such change to the other in the manner provided herein.

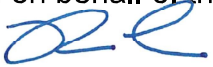
Article 13. SOLE AGREEMENT

This agreement constitutes the sole and only agreement between the parties hereto and supersedes any prior understandings or written or oral agreements respecting the within subject matter.

IN TESTIMONY WHEREOF, the parties hereto have caused these presents to be executed in duplicate counterparts.

THE CITY OF Pharr

Executed on behalf of the City by:

By  Date 11/15/18
City Official

Typed or Printed Name and Title Ricardo Pedraza, PE
Director of Public Works

THE STATE OF TEXAS

Executed for the Executive Director and approved for the Texas Transportation Commission for the purpose and effect of activating and/or carrying out the orders, established policies or work programs heretofore approved and authorized by the Texas Transportation Commission.

By _____ Date _____
District Engineer

Reviewed By:

Director of Maintenance Date: _____

Exhibit A

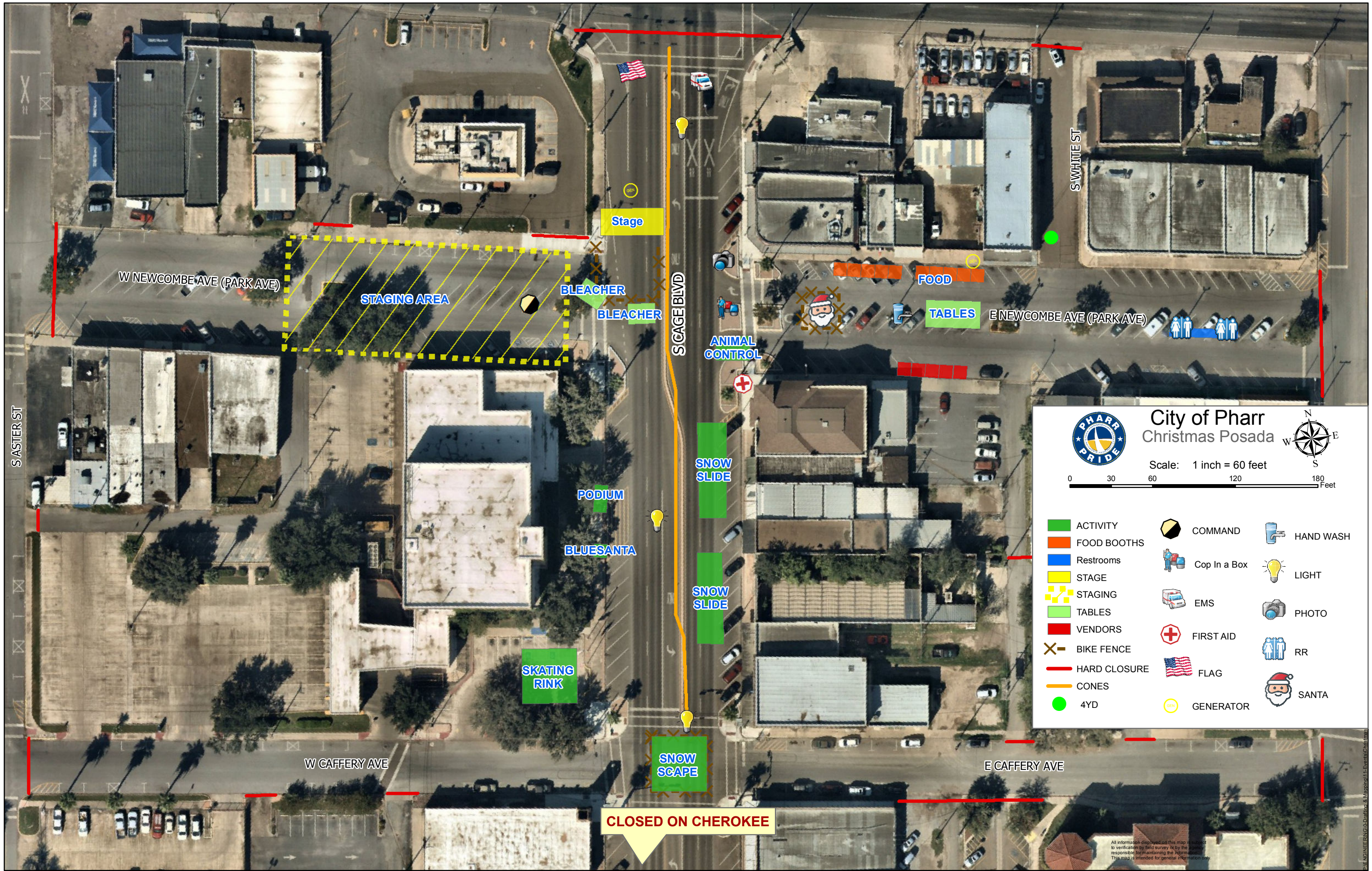
- **LETTER (LETTERHEAD) WITH EVENT NAME, DATE(S), ETC.**

Exhibit B

- **LETTER FROM THE LAW ENFORCEMENT OFFICE PROVIDING THE TRAFFIC CONTROL PLANS.**

Exhibit C

- **MAP REFLECTING LOCATION(S) WHERE CLOSURE WILL TAKE PLACE.**



City of Pharr Christmas Posada



Scale: 1 inch = 60 feet



- | | | |
|--------------|--------------|-----------|
| ACTIVITY | COMMAND | HAND WASH |
| FOOD BOOTHS | Cop In a Box | LIGHT |
| Restrooms | EMS | PHOTO |
| STAGE | FIRST AID | RR |
| STAGING | FLAG | SANTA |
| TABLES | GENERATOR | |
| VENDORS | | |
| BIKE FENCE | | |
| HARD CLOSURE | | |
| CONES | | |
| 4YD | | |

All information displayed on this map is subject to verification by field survey & by the user responsible for maintaining the information. This map is intended for general information only.

P:\ENGINEERING\0-Drafting & Maps\0411-Events\Christmas

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 Friday,
December 1, 2018 for the Annual Christmas Posada from 12:00 noon to 12:00 midnight.

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 November, 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 #: 6.E.

DATE SUBMITTED: November 14, 2018

MEETING DATE: November 19, 2018

FROM: Karla Moya, Finance Director

DEPARTMENT: Finance

DIRECTOR:

Agenda Item: Consideration and action, if any, on Resolution authorizing City of Pharr expenditures reimbursement itself from the proceeds of one or more tax-exempt financing for certain expenditures made and/or to be made in connection with the acquisition, construction and equipping of certain capital improvements.

Classification: Regular

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

Exclude Material from Public Packet? No

Reason:

Issue: City financed the \$200,000 camera safety improvement project at the Pharr International Bridge through a Capital Lease. This resolution is to be able to expect reimbursement of incurred expenses within the last 60 days.

Financial Consideration:

Staff Recommendation:

Alternatives:

ROUTING:

Karla Moya

Created/Initiated - 11/14/2018

Karla Moya

Approved - 11/15/2018

Patricia Rigney

Approved - 11/15/2018

Sandra Zamora

Approved - 11/15/2018

City Management Office

Final Approval - 11/16/2018

**RESOLUTION DECLARING EXPECTATION TO REIMBURSE
EXPENDITURES WITH PROCEEDS OF FUTURE DEBT**

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

WHEREAS, the City of Pharr, Texas (the “Issuer”) intends to issue debt for the construction and improvements of certain public works to include buildings, (the “Project”), and expects to make certain capital expenditures with respect to the Project and currently desires and expects to reimburse the capital expenditures with proceeds of such debt;

WHEREAS, under Treas. Reg. § 1.150-2 (the “Regulation”), to fund such reimbursement with proceeds of tax-exempt obligations, the Issuer must declare its expectation to make such reimbursement; and

WHEREAS, the Issuer desires to preserve its ability to reimburse the capital expenditures with proceeds of tax-exempt obligations paid beginning no earlier than 60 days prior to the date thereof,

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

The Issuer reasonably expects to reimburse capital expenditures with respect to the Project with proceeds of debt hereafter to be incurred by the Issuer, and that this resolution shall constitute a declaration of official intent under the Regulation. The maximum principal amount of obligations expected to be issued for the Project is \$200,0000.

PASSED, APPROVED AND RESOLVED this the 19th day of November 2018.

CITY OF PHARR, TEXAS

MAYOR AMBROSIO HERNANDEZ, MD.

ATTEST:

City Secretary



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 6.F.

DATE SUBMITTED: November 14, 2018

MEETING DATE: November 19, 2018

FROM: Maria Rangel, Engineer in Training

DEPARTMENT: Engineering

DIRECTOR: Omar Anzaldua

Agenda Item: Consideration and action, if any, on Resolution authorizing application submission and commitment of local match and local overmatch for the “PSJA Tri-City Pedestrian Safety Improvements Project Phase II” under the Hidalgo County Metropolitan Planning Organization’s (HCMPO) fiscal year 2019-2020 Transportation Alternatives Program (TAP).

Classification: Regular

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

Exclude Material from Public Packet? No

Reason:

Issue: The HCMPO has stated that approximately \$2.64 Million, with \$264,000 for planning and \$2,376,000 for construction, is anticipated to be available to fund TAP projects that expand alternative modes of transportation in the Hidalgo County planning area for fiscal years 2019 and 2020.

The City of Pharr is joining forces with the City of San Juan, City of Alamo, and Pharr-San Juan-Alamo (PSJA) Independent School District to submit an application to build sidewalks near schools throughout the PSJA area.

Financial Consideration: Local match commitment is twenty (20) percent of total construction cost. Each city will be responsible for the local match corresponding to the portion of the project that is within their corporate city limits.

The total construction cost for the City of Pharr is \$1,188,000.00, and the corresponding local match is \$237,600.

Local overmatch commitment is ten (10) percent of total construction cost. Each city

and PSJA ISD will be responsible for a portion of this additional overmatch.

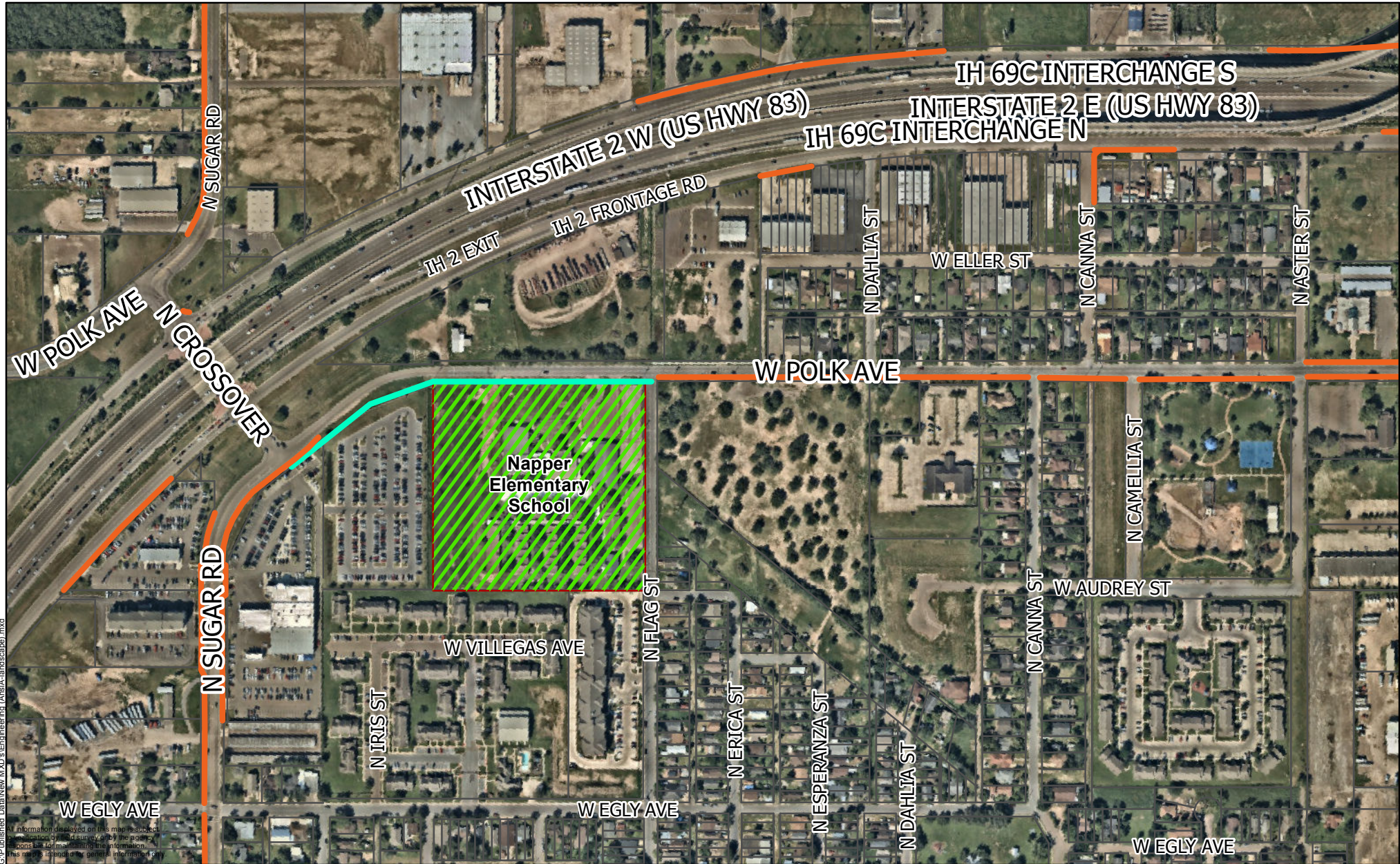
Staff Recommendation:

Staff recommends approval of Resolution.

Alternatives: NA

ROUTING:

Maria Rangel	Created/Initiated - 11/14/2018
Omar Anzaldua	Approved - 11/14/2018
Patricia Rigney	Approved - 11/15/2018
Sandra Zamora	Approved - 11/15/2018
Karla Moya	Approved - 11/16/2018
City Management Office	Final Approval - 11/16/2018



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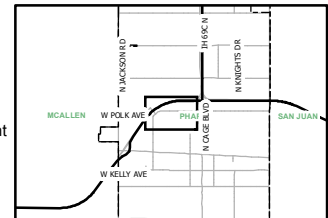
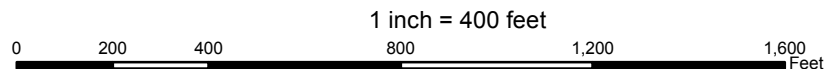
All information displayed on this map is based on the most current information available to the City of Pharr, Texas. The City of Pharr, Texas is not responsible for any errors or omissions in the information displayed on this map. The information is provided for general informational purposes only.

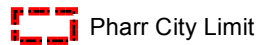
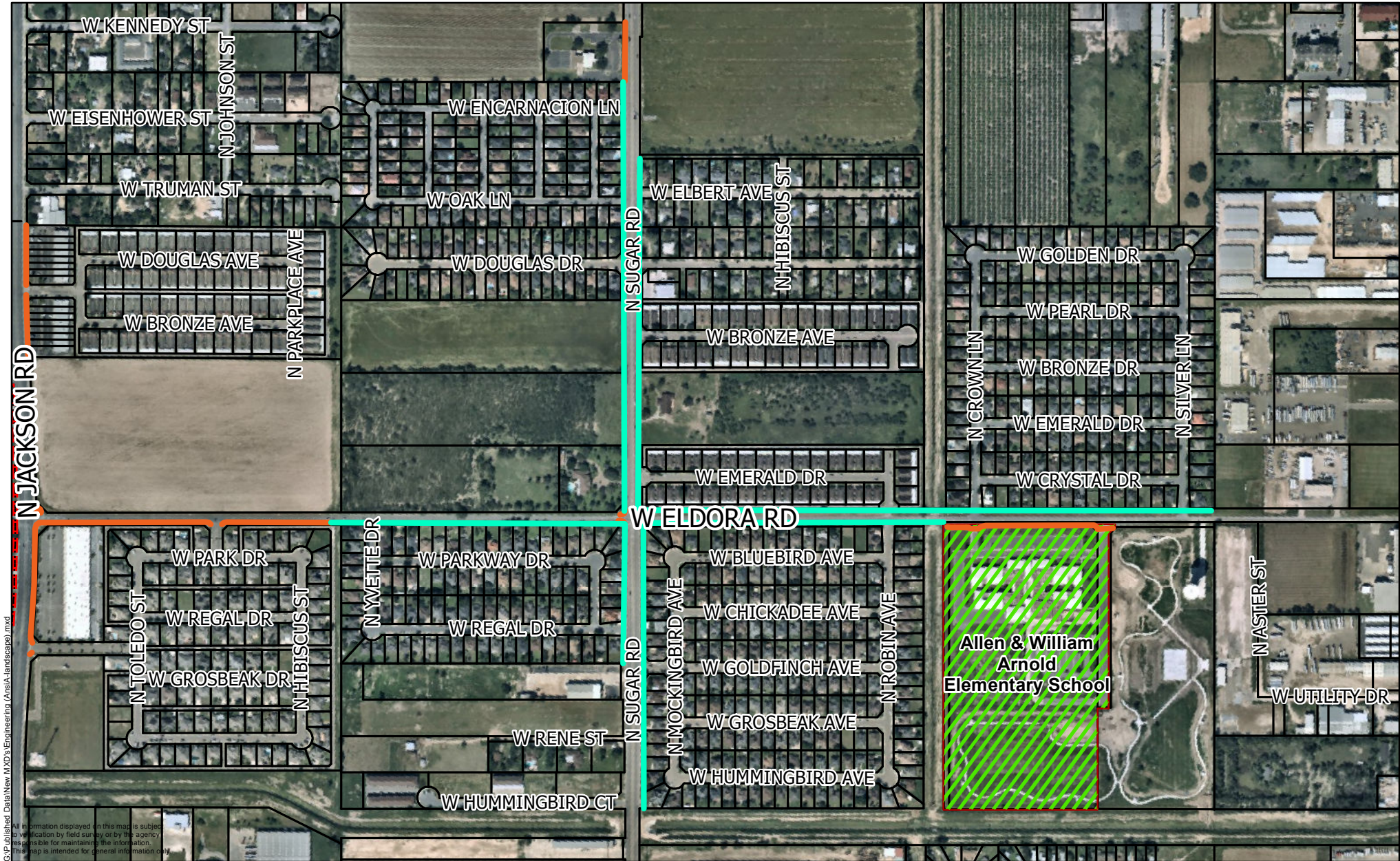
- Proposed 5ft Sidewalk
- Existing Sidewalks
- Schools



City of Pharr, Texas
Engineering Department
956.402.4242

Date: 11/13/2018



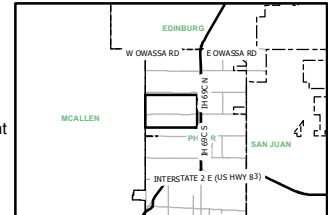
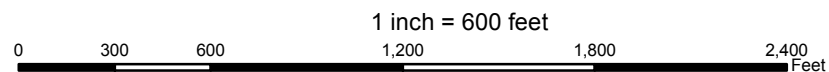


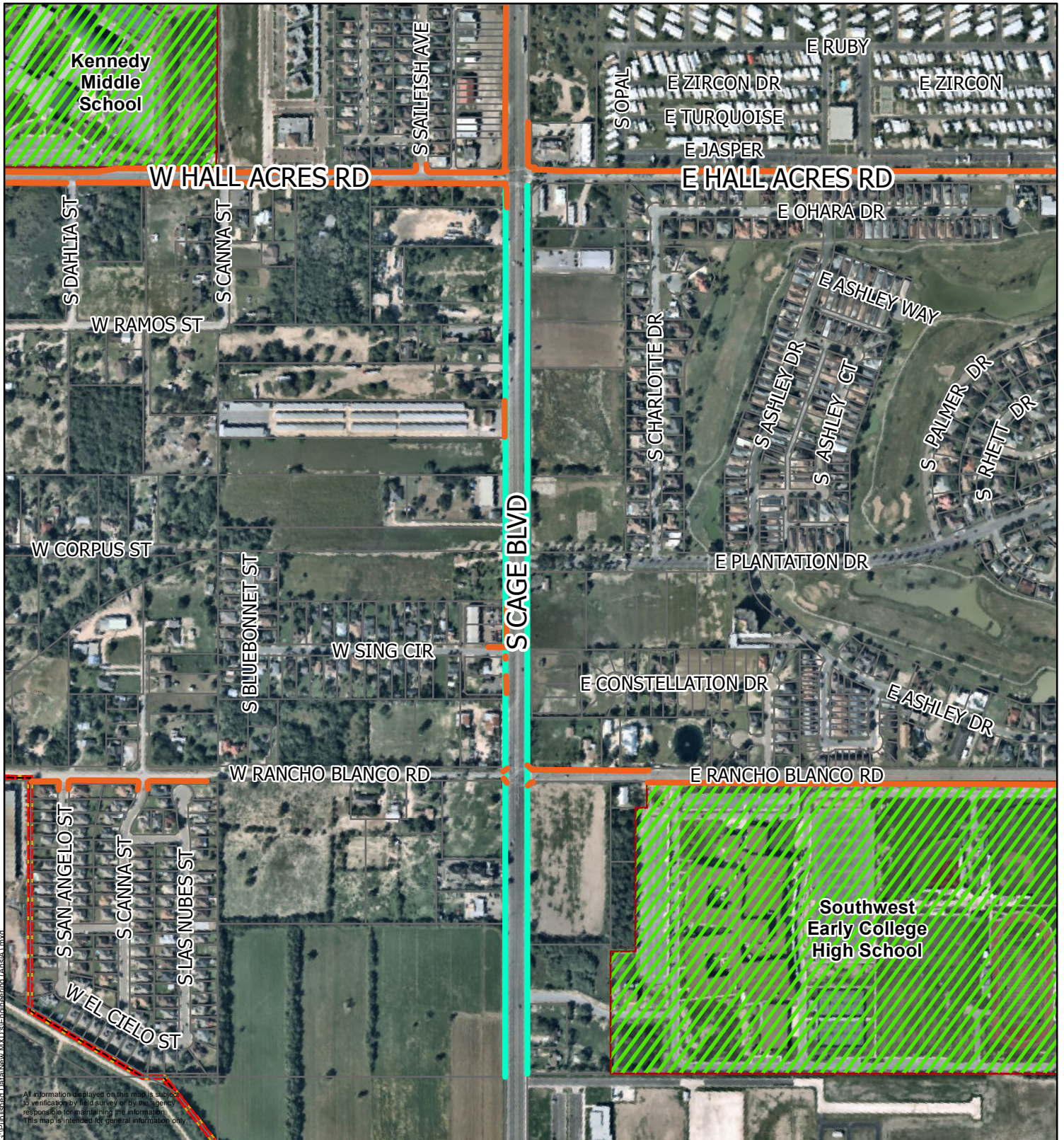
Pharr
Engineering



City of Pharr, Texas
Engineering Department
956.402.4242

Date: 11/13/2018



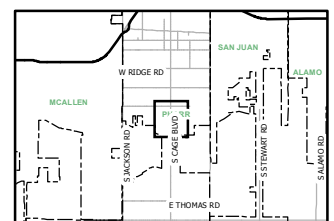
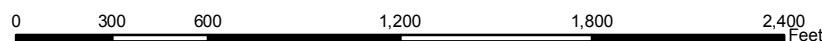


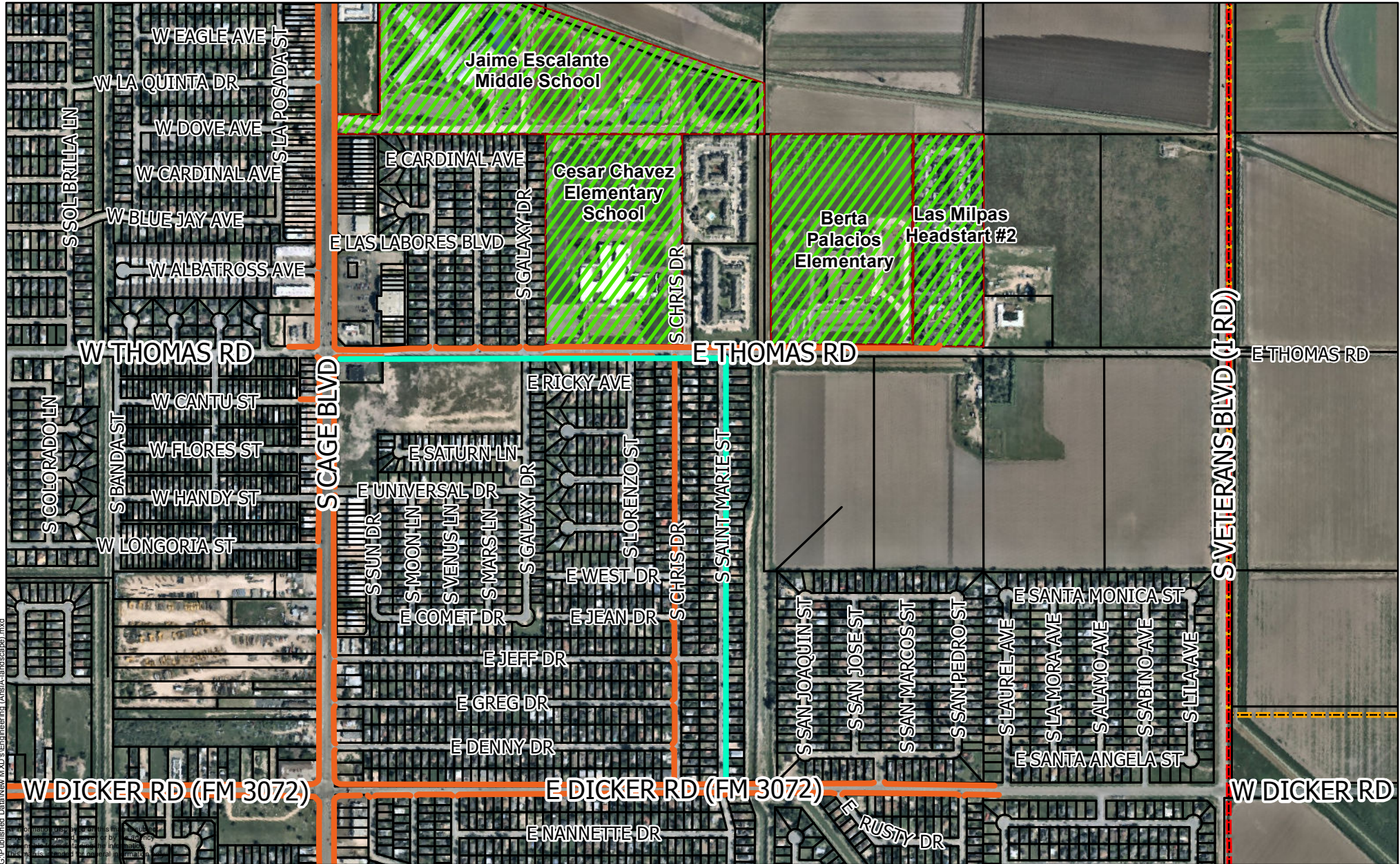
- Proposed 5ft Sidewalk
- Existing Sidewalks
- Schools

City of Pharr, Texas
Engineering Department
956.402.4242

Date: 11/13/2018

Scale: 1 inch = 600 feet





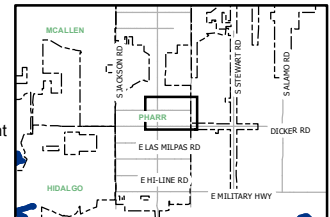
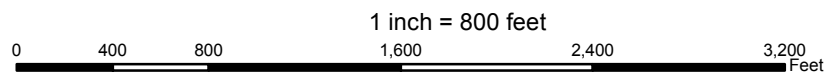
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-  Pharr City Limit
-  Pharr ETJ



City of Pharr, Texas
Engineering Department
956.402.4242

Date: 11/13/2018



RESOLUTION No. _____

**RESOLUTION AUTHORIZING APPLICATION SUBMISSION AND COMMITMENT OF
LOCAL MATCH AND LOCAL OVERMATCH FOR THE “PSJA TRI-CITY PEDESTRIAN
SAFETY IMPROVEMENTS PROJECT PHASE II” UNDER THE HIDALGO COUNTY
METROPOLITAN PLANNING ORGANIZATION’S FISCAL YEAR 2018-2019
TRANSPORTATION ALTERNATIVES PROGRAM**

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

WHEREAS, the Hidalgo County Metropolitan Planning Organization (HCMPO) has requested Projects within Hidalgo County be submitted for potential reimbursable federal funding under the Transportation Alternatives Program (TAP); and

WHEREAS, the HCMPO has stated that approximately \$2.64 Million, with \$264,000 for planning and \$2,376,000 for construction, is anticipated to be available to fund TAP projects that expand alternative modes of transportation in the Hidalgo County planning area for fiscal years 2018 and 2019; and

WHEREAS, the City of Pharr is in support of the submission of the “PSJA Tri-City Pedestrian Safety Improvements Project Phase II” application; and

WHEREAS, the “PSJA Tri-City Pedestrian Safety Improvements Project Phase II” is being proposed to provide enhanced connectivity and promote the use of alternative transportation by improving the safety and connectivity of sidewalks within the Cities of Pharr, San Juan, Alamo and Pharr-San Juan-Alamo (PSJA) Independent School District boundaries.

WHEREAS, the City of Pharr acknowledges the need to commit financially to the “PSJA Tri-City Pedestrian Safety Improvements Project Phase II” by providing the required 20% local match and contributing a local overmatch of 10% to support the construction of this project.

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

This Resolution Authorizing Application Submission and Commitment of Twenty Percent Local Match and Ten Percent Local Overmatch by the City of Pharr for the “PSJA Tri-City Pedestrian Safety Improvements Project Phase II” provided that the “PSJA Tri-City Pedestrian Safety Improvements Project Phase II” is selected for funding under the HCMPO TAP call for projects, and is within the corporate limits of the City of Pharr.

Introduced, read and passed by an affirmative vote of the “Applicant” on this **19th** day of **November, 2018**.

ATTEST:

CITY OF PHARR

HILDA PEDRAZA
CITY CLERK

AMBROSIO HERNANDEZ, MAYOR

RESOLUTION No. _____

**RESOLUTION AUTHORIZING APPLICATION SUBMISSION AND COMMITMENT OF
LOCAL MATCH AND LOCAL OVERMATCH FOR THE “PSJA TRI-CITY PEDESTRIAN
SAFETY IMPROVEMENTS PROJECT PHASE II” UNDER THE HIDALGO COUNTY
METROPOLITAN PLANNING ORGANIZATION’S FISCAL YEAR 2018-2019
TRANSPORTATION ALTERNATIVES PROGRAM**

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

WHEREAS, the Hidalgo County Metropolitan Planning Organization (HCMPO) has requested Projects within Hidalgo County be submitted for potential reimbursable federal funding under the Transportation Alternatives Program (TAP); and

WHEREAS, the HCMPO has stated that approximately \$2.64 Million, with \$264,000 for planning and \$2,376,000 for construction, is anticipated to be available to fund TAP projects that expand alternative modes of transportation in the Hidalgo County planning area for fiscal years 2018 and 2019; and

WHEREAS, the City of Pharr is in support of the submission of the “PSJA Tri-City Pedestrian Safety Improvements Project Phase II” application; and

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Introduced, read and passed by an affirmative vote of the “Applicant” on this 19th day of **November, 2018**.

ATTEST:

CITY OF PHARR

HILDA PEDRAZA
CITY CLERK

AMBROSIO HERNANDEZ, MAYOR



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 6.G.

DATE SUBMITTED: November 14, 2018

MEETING DATE: November 19, 2018

FROM: Omar Anzaldua, City Engineer

DEPARTMENT: Engineering

DIRECTOR:

Agenda Item: Consideration and action, if any, on Resolution authorizing and supporting the Lower Rio Grande Valley Development Council to submit a grant application to the Hidalgo County Metropolitan Planning Organization's (HCMPO) fiscal year 2018-2019 Transportation Alternatives Program (TAP) to support the Hidalgo County Active Mobility Plan.

Classification: Regular

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

Exclude Material from Public Packet? No

Reason:

Issue: The LRGVDC is seeking partners to plan and implement a seamless unified network of hike and bike trails across Hidalgo County addressing current gaps in mobility infrastructure by connecting cities, schools, existing trails, transit corridors, parks and disadvantaged neighborhoods.

Financial Consideration:

Staff Recommendation: Staff recommends approval of Resolution

Alternatives:

ROUTING:

Omar Anzaldua

Created/Initiated - 11/14/2018

Omar Anzaldua

Approved - 11/14/2018

Patricia Rigney

Approved - 11/15/2018

Sandra Zamora

Approved - 11/16/2018

Karla Moya

Approved - 11/16/2018

City Management Office

Final Approval - 11/16/2018

RESOLUTION NO. R-2018-____

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF PHARR,
TEXAS AUTHORIZING AND SUPPORTING THE LOWER RIO GRANDE VALLEY
DEVELOPMENT COUNCIL TO SUBMIT A GRANT APPLICATION TO THE HIDALGO
COUNTY METROPOLITAN PLANNING ORGANIZATION TRANSPORTATION
ALTERNATIVE PROGRAM**

WHEREAS, the CITY OF PHARR proposes to support the submission of a grant application to the Hidalgo County Metropolitan Planning Organization Transportation Alternative Program for the funding to support the Hidalgo County Active Mobility Plan; and

WHEREAS, the Hidalgo County Active Mobility Plan will provide a means to implement a seamless and unified network of hike and bike trails across Hidalgo County; addressing current gaps in mobility infrastructure by connecting cities, schools, existing trails, transit corridors, parks, and disadvantaged neighborhoods; and

WHEREAS, the Hidalgo County Active Mobility Plan will facilitate the coordination of intercity mobility planning, improve individual and community health, enhance transportation options and connectivity, improve access to multimodal transportation, and support organizational strategies and opportunities for the development of the region; and

WHEREAS, the Lower Rio Grande Valley Development Council is committed to promoting and encouraging cooperation among local units of government in order to improve the region's health, safety, and general welfare shall administer the planning process for greater regional connectivity; and

WHEREAS, the City of PHARR acknowledges the need to commit financially to the Hidalgo County Active Mobility Plan by providing proportional matching local funding, meeting the 20% matching requirement to support the procurement, development, and other activities associated with this project.

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

PART 1. The City of PHARR shall authorize the Lower Rio Grande Valley Development Council to submit a grant application for the Hidalgo County Metropolitan Planning Organization Transportation Alternative Program.

PART 2. The City of PHARR will provide proportional financial support, sharing the 20% required local match of the grant request (\$264,000) with other participating cities in Hidalgo County.

CONSIDERED, PASSED AND APPROVED this 19th day of November, 2018, at a regular meeting of the Board of Commissioners of the City of Pharr Texas at which quorum was present and which was held in accordance with Chapter 551, Texas Government Code.

CITY OF PHARR

Dr. Ambrosio Hernandez, Mayor

ATTEST:

Hilda Pedraza, City Secretary



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 6.H.

DATE SUBMITTED: November 16, 2018

MEETING DATE: November 19, 2018

FROM: Omar Anzaldua, City Engineer

DEPARTMENT: Engineering

DIRECTOR:

Agenda Item: Consideration and action, if any, on Resolution authorizing and supporting the Lower Rio Grande Valley Development Council to submit a grant application to the Hidalgo County Metropolitan Planning Organization's (HCMPO) fiscal year 2018-2019 Transportation Alternatives Program (TAP) for the funding to support the Regional BCycle Bikeshare Program.

Classification: Regular

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

Exclude Material from Public Packet? No

Reason:

Issue:

Financial Consideration:

Staff Recommendation: Staff recommends approval of Resolution

Alternatives:

ROUTING:

Omar Anzaldua

Created/Initiated - 11/16/2018

Omar Anzaldua

Approved - 11/16/2018

Patricia Rigney

Approved - 11/16/2018

Sandra Zamora

Approved - 11/16/2018

Karla Moya

Approved - 11/16/2018

City Management Office

Final Approval - 11/16/2018

RESOLUTION NO. R-2018-____

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF PHARR,
TEXAS AUTHORIZING AND SUPPORTING THE LOWER RIO GRANDE VALLEY
DEVELOPMENT COUNCIL TO SUBMIT A GRANT APPLICATION TO THE HIDALGO
COUNTY METROPOLITAN PLANNING ORGANIZATION TRANSPORTATION
ALTERNATIVE PROGRAM**

WHEREAS, the CITY OF PHARR proposes to support the submission of a grant application to the Hidalgo County Metropolitan Planning Organization Transportation Alternative Program for the funding to support the Regional BCycle Bikeshare Program; and

WHEREAS, the Regional BCycle Bikeshare Program will provide a means to implement a seamless and unified network of BCycle bike share infrastructure across Hidalgo County, expanding the current limited resource, to enrich current gaps in mobility infrastructure by connecting cities, schools, existing trails, transit corridors, parks, and disadvantaged neighborhoods; and

WHEREAS, the Regional BCycle Bikeshare Program will advance the coordination of intercity mobility planning, improve individual and community health, enhance transportation options and connectivity, improve access to multimodal transportation, and support organizational strategies and opportunities for the development of the region; and

WHEREAS, the Lower Rio Grande Valley Development Council is committed to promoting and encouraging cooperation among local units of government in order to improve the region's health, safety, and general welfare shall administer the program to enhance greater regional connectivity; and

WHEREAS, the City of Pharr acknowledges the need to commit financially to the Regional BCycle Bikeshare Program by providing proportional matching local funding, meeting the 25% matching requirement to support the procurement, development, and other activities associated with this program.

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

PART 1. The City of Pharr shall authorize the Lower Rio Grande Valley Development Council to submit a grant application for the Hidalgo County Metropolitan Planning Organization Transportation Alternative Program.

PART 2. The City of Pharr will provide financial support, contributing 25% local match of the proportionate BCycle infrastructure (Bicycles and Docking Stations) placed within the city.

CONSIDERED, PASSED AND APPROVED this 19th day of November 2018, at a regular meeting of the Board of Commissioners of the City of Pharr, Texas at which quorum was present and which was held in accordance with Chapter 551, Texas Government Code.

CITY OF PHARR

Dr. Ambrosio Hernandez, Mayor

ATTEST:

Hilda Pedraza, City Secretary



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 7.A.

DATE SUBMITTED: November 9, 2018

MEETING DATE: November 19, 2018

FROM: Hilda Pedraza, City Clerk

DEPARTMENT: Administration

DIRECTOR: Juan Guerra

Agenda Item: Consideration and action, if any, on nominations for the 2019 Rio Grande Valley Walk of Fame.

Classification: Regular

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

Exclude Material from Public Packet? No

Reason:

Issue: The City of Hidalgo is requesting that the City of Pharr submit a name form our community to be considered for the 2019 induction ceremonies. New inductees in the Walk of Fame will be unveiled during the 2019 Hidalgo's BorderFest.

Any individual previously nominated into the walk cannot be considered for re-nominations. Here is the list of inductees by the City of Pharr and Pharr Chamber of Commerce.

City of Pharr

2018	Dr. Ramiro Caballero
2017	Roberto "Bobby" Carrillo
2016	Ambrosio Hernandez
2015	Oscar Elizondo Jr.
2014	Eduardo Cantu
2013	Fred Sandoval
2012	Adan Farias
2011	Leopoldo "Leo" Palacios
2010	Cris S. Vela
2009	Elva I. Michal
2005	A.C. "Beto" Jaime

Pharr Chamber of Commerce

2012 Gary Lewis Rodriguez
2011 Gene & Gracie Williams
2010 Quentin Newcomb Jr.
2007 Anna Mae Kelly
2006 Quentin Newcomb
2005 Dr. Tully Mayer

Please note the deadline to submit nominations is Friday, January 11, 2019.

Financial Consideration: N/A

Staff Recommendation: Staff recommends approval.

Alternatives: Not to submit nominations.

ROUTING:

Hilda Pedraza
City Management Office

Created/Initiated - 11/09/2018
Final Approval - 11/16/2018



Sergio Coronado, Mayor
Gustavo "Gus" Sanchez, Mayor Pro-Tem

COUNCILMEMBERS

Abram Ramirez
Rodolfo (Rudy) Franz
Linda Ayala
Oziel Treviño

Julian J. Gonzalez, City Manager

put on C.C.

November 05, 2018

Mr. Juan Guerra, City Manager
City of Pharr
P.O. Box 1729
Pharr, Texas 78577



Dear Mr. Guerra,

The Rio Grande Valley Walk of Fame and induction festivities will continue as part of Hidalgo's BorderFest 2019. The walk celebrates the life achievements and the significant civic contributions of individuals that have made a difference in the Rio Grande Valley. The City of Hidalgo and Hidalgo's BorderFest committee is requesting that you submit a name from your community to be considered for 2019 induction ceremonies.

To avoid duplications attached please, find the names of those who have been inducted since 2005. The Rio Grande Valley Walk of Fame Commission will have final approval on all inductions.

We are asking that your selection and nomination forms be received no later than, *Friday, January 11, 2019*. The induction ceremony will take place during the Hidalgo BorderFest Festivities which; is March 01 - 03, 2019.

Enclosed please find the nomination form. If you have any questions, feel free to call me at (956) 843-2286. Best wishes for a happy holiday season and a new year of joy, peace and prosperity.

Best Regards,

Sergio Coronado
Mayor

CC: Mayor Ambrosio "Amos" Hernandez

"The City of Hidalgo is committed to providing cost effective municipal facilities, infrastructure and services that meet the needs of citizens, businesses and visitors through well planned development resulting in exceptional quality of life"



Rio Grande Valley Walk of Fame

Hidalgo State Farm Arena

Hidalgo, Texas

2019

Introduction

As you know The Rio Grande Valley Walk of Fame at the Hidalgo State Farm Arena was created as part of the 2005 BorderFest "A Salute to the Rio Grande Valley." The City of Hidalgo and Hidalgo's BorderFest Committee created the Rio Grande Valley Walk of Fame at the Hidalgo State Farm Arena. New inductees in the walk will be unveiled during the 2019 Hidalgo's BorderFest. The Rio Grande Valley "Walk of Fame" celebrates the life the achievements, and the significant civic contributions of individuals that have made a difference in the Rio Grande Valley. People from all walks of life are inducted into the Walk. The walk celebrates the life, achievements and significant civic contributions of outstanding men and women to communities in the Rio Grande Valley and South Texas.

Selection Process

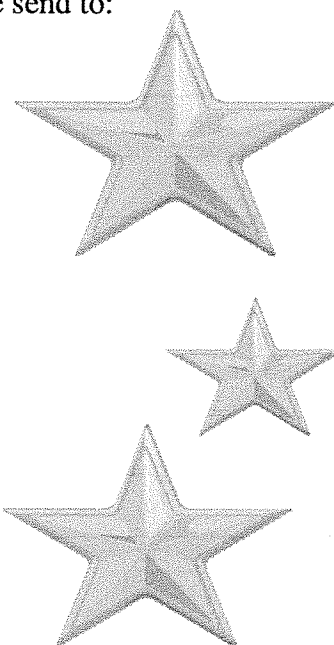
The Rio Grande Valley Walk of Fame Commission will make the final selection for inductions into the Walk. The commission includes key people from the Rio Grande Valley. Representatives from local libraries, arts organizations, media journalists and other citizens with an informed understanding of the Rio Grande Valley cultural heritage will serve on the commission. The previous groups of inductees include one person selected by every City Council in the Rio Grande Valley and one person selected by each Chamber in the Rio Grande Valley each year. In addition, the previous groups also include persons selected by the Hidalgo's BorderFest Committee and the City of Hidalgo. Additional persons will be inducted and recognized during BorderFest each year. Any individual previously nominated into the Walk of Fame cannot be considered for re-nomination. To avoid any duplications attached please find a copy of all the previous inductees. The Rio Grande Valley Walk of Fame is now a local landmark that bears the names of President George W. Bush, Senator Kay Bailey Hutchinson, Governor Rick Perry, Despierta America Host Fernando Arau, Singers Lupita D'Alessio, Laura Flores, Ninel Conde, and multi-Grammy Award winner Ramon Ayala, George Strait, among many other distinguished persons.

Nomination Criteria

Submit the name, date and place of birth, and a short history or autobiography of the person you wish to nominate. Include the Rio Grande Valley connection, life achievements and a description of his or her contributions to the community. A biography may be submitted in lieu of the nomination forms.

Anyone may participate in the nomination process. Simply complete the Walk of Fame nomination form, which would include facts and contributions the person has made to the Rio Grande Valley. Please send to:

Rio Grande Valley Walk of Fame Commission
704 East Ramon Ayala Drive
Hidalgo, Texas 78557
(956) 843-2286
(956) 843-2317 Fax
Email address: mcabrera@cityofhidalgo.net
Attention: Maggie Cabrera



**Rio Grande Valley Walk of Fame
Nomination Form
2019**

Nominee _____ Address _____

City _____ State _____ Zip _____

Phone # (Day) _____ (Evening) _____ (Cell) _____

Business Association / Organization _____ Title _____

E-Mail Address _____

(Email where we can contact the Inductee or Inductees family to forward pictures of the event or if there's any missing information required)

Date of Birth _____ Still Living Yes _____ No _____ Date of Death _____

If person is deceased please provide a contact name of the deceased family member whom we may contact should we need any further information.

Contact Name _____ Email: _____ Telephone # _____

Born in Rio Grande Valley Yes _____ No _____

Did this person spend most of his/her life in Rio Grande Valley or Texas? Yes _____ No _____

How many years? _____

What contribution has this nominee made to your Community, the Rio Grande Valley or Texas?

What impact has this nominee's work had on the Community, Rio Grande Valley or Texas?

List Nominee's Community or Volunteer Work.

List Nominee’s participation in Civic or Non-Profit Organizations.

List Nominee’s Family Information. (Spouse Name or Significant Other, Child/Children’s names, Mother and Father)

List Nominee’s Professional Organization Affiliations.

Describe how this nominee has gone above and beyond the call of duty in their work for the community.

Are there other indicators of the nominee's achievements not listed previously? (Honors, Memberships, Recognition, Awards, Publications, etc.)

Nominator Organization _____

Contact Person _____ Address _____

City _____ State _____ Zip _____

Phone # (Day) _____ (Evening) _____ (Cell) _____

Business Association / Organization _____ Title _____

E-Mail Address _____

_____ Nominator's Signature	_____ Title	_____ Nominator's Signature	_____ Title
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_____ Nominator's Signature	_____ Title	_____ Nominator's Signature	_____ Title
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_____ Nominator's Signature	_____ Title	_____ Nominator's Signature	_____ Title
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Walk of Fame Inductees

City of Alamo

2018	Socorro R. Medina
2017	Andrew "Andy" Espinoza+
2016	Carmen West Cortez
2015	Rick Cano
2014	Odie Carden
2013	Father Arturo F. Escobedo
2012	Irma Chavez
2011	Roel Landa Jr.
2010	Eleazar Escobedo
2009	Ricardo Chavez
2008	Diana Martinez
2007	Victor Perez
2006	Rudy Villarreal
2005	Francisco "907" Sandoval

Alamo Chamber of Commerce

2018	Melina Lerma
2017	Father Jose Rene Angel
2016	Richard Wright
2015	John Kautsch
2014	Mark J. Eby
2013	Carrol Moering
2012	Gloria Espinosa
2011	Rolando Espinoza
2010	Bob Acosta
2009	Keith Hackland
2006	Arturo Espinosa
2005	Albert Garcia

City of Alton

2018	Miguel Barboza
2017	Roberto Elizondo Jr.
2016	Alejandro Perez
2015	Juan Olivarez
2014	Tommy Thompson+
2013	Emilio Cantu Jr.
2012	San Juanita Zamora +
2011	Carla Garza
2010	Manuel De La Garza +
2009	Transito Vargas
2008	Arturo R. Galvan Jr.
2007	Felipe Gomez

Alton Chamber of Commerce

2018	Carlos Vela
2017	Ricardo Gonzalez
2016	Leandro Garcia
2015	Manuel "Memo" De La Garza
2014	Sylvia Vela
2013	Richard Arevalo
2012	Arturo Galvan Sr.
2011	Calixto Hernandez
2010	Ricardo Garza
2009	Humberto Salinas Sr. +
2008	Salvador Vela

City of Brownsville

2017	Luis Alberto Castillo
2013	Pete Gonzalez
2012	Dr. Rose M. Z. Gowen
2011	Edward C. Camarillo
2010	Ricardo Longoria Jr.
2009	Charles Atkinson
2007	Eddie Trevino Jr.
2006	Blanca S. Vela
2005	Senator Eddie Lucio

Brownsville Chamber of Commerce

2018	Claudia Cantu-Grimaldo
2017	Olga Emilia Gonzalez
2014	S. Mark Roberts
2013	Carl S. Chilton Jr.
2012	John Wood
2011	Father Armand Mathew
2010	Rene Capistran
2009	Maribel M. Baca
2008	Fred W. Rusteberg
2007	Traci Wickett
2006	Reba Cardenas McNair
2005	William Hudson

*Donna Tourist Information Center/Donna
Hooks Fletcher Museum*

2018 Barbara Crockett
2017 Nobumasa Happy Kitayama +
2016 Donna Hooks Fletcher+
2015 Joe A. Segura
2014 Melinda Sandoval Saucedo
2013 Simon Saucedo
2012 Earl Scott
2011 Viola Jimenez De Reyna
2010 Roberto Lugo
2008 Ricardo V. Rios
2007 Estela Villegas
2006 Adan Hernandez
2005 Hilda R. Adame

City of Donna

2016 Norma G. Garcia
2013 Michael Flores
2012 Filogonio A. Sandoval
2011 Jose Guadalupe Garza +
2010 David S. Simmons
2009 Dr. Celestino Avila
2008 Miles W. Boyce +
2007 Oscar G. Adame
2006 Mr. Isabel Infante +
2005 Pedro L. Ayala +

Delta Area Chamber of Commerce

2005 Los Hermanos Layton

City of Edinburg

2018 Dr. Alison Garza
2017 Dr. Peter Dabrowski
2016 Judge Toribio "Terry" Palacios
2015 Ramiro Garza Jr.
2014 Dr. Robert Nelsen
2013 Richard H. Garcia
2012 Noe Garza +
2011 Alfonso Rene Ramirez +
2010 Ciro Trevino
2009 Shawn M. Snider
2005 Charlie Rankin

Edinburg Chamber of Commerce

2018 Dr. E. Linda Villarreal
2017 Mukund "Mike" Govind
2016 Letty Gonzalez
2015 Byron Jay Lewis
2014 Johnny Rodriguez
2013 Bob & Janet Vackar
2012 Cris M. Torres
2011 Doug Martin
2010 Lionel Aron Pena Sr.
2009 Cullen R. Looney
2008 Elva Jackson Garza
2007 Robert Gandy III
2006 Alfred Andrew Martin
2005 Lucille De La Garza

City of Elsa

2016 Eliazar "Eli" Rodriguez
2009 Dr. Rene Rodriguez
2008 Arturo C. Trevino

Edcouch, Elsa, La Villa Chamber of Commerce

2010 Frances S. Rocha
2009 Robert Capello Sr.
2008 Mary Pena Moreno
2007 Jose Borrego
2006 Dr. Ricardo R. Gonzalez

City of Granjeno

2018 Hortencia O. Guzman+
2017 Mr. & Mrs. Juan and Delia Mendoza
2016 Mr. & Mrs. Eulogio & Ara De Rueda III (Pacho & Ara)
2015 Guadalupe+ & Maria Rendon
2014 Esperanza Avila
2013 Alberto "Maga" Magallan Sr.
2012 Gloria Garza
2011 Manuel Olivarez Sr. +
2010 Maria Isabel Garza
2010 Santos Graciela Garza
2009 Vicente Garza Sr.
2008 Yvette Cabrera Prevot
2007 Manuel Olivarez Jr.
2006 Rafael Garza
2005 Lupita Segura

City of Harlingen

2018 Jesse Robles
2017 Robert R. Farris
2009 Jim Solis
2007 David E. Allex
2006 Matt E. Gorges
2005 Col. H. William (Bill) Card

Harlingen Chamber of Commerce

2018 Robert W. Shepard
2017 Edward Joseph Sokolosky
2016 Mr. & Mrs. Juan & Connie Salas
2010 Ruthie Ewers
2008 Alan Johnson
2007 R.K. (Randy) Whittington
2006 Salomon Maldonado
2005 Frank N. Boggus

City of Hidalgo

2018 Rev. Mario Alberto Aviles
2017 Pedro Sanchez Jr.
2017 Noe Aguirre +
2016 Claudia Arredondo
2015 Mayor Martin Cepeda
2015 Javier A. Rodriguez
2014 Pedro Fonseca
2013 Ricardo Ortiz
2012 Siglinde Franz
2011 Elliott & Adelle Bottom
2010 Ester Franz Rodriguez +
2009 Concepcion Franz +
2008 Josefina Fonseca
2007 Mr & Mrs. Paul & + Anita Henderson
2006 Mr. & Mrs. Pedro Cisneros
2006 Olaf Frandsen
2005 Mayor Eduardo C. Vela
2005 Mayor Eduardo Vela +
2005 Mayor J.P. Baker +
2005 Mayor Enedina F. Garza +
2005 Mayor Thomas Perez Jr. +
2005 Mayor John David Franz
2005 Joe Vera III

Hidalgo Chamber of Commerce

2015 Crisoforo S. and Maria Del Refugio
Vela Sr. +
2015 Ruth Hinojosa
2014 Aurora Mijangos
2013 Joe & Gloria Vera Jr. +
2012 Martin+ & Tina Vazquez
2011 Calvin Bentsen
2010 Ramon Garcia
2009 Henry + & Elsie Kawahata
2008 Jud & Gloria Brady
2007 Mr. & Mrs. Abel & Alicia Longoria +
2006 Dr. Daniel King

City of La Feria

2008 Sunny K. Philip

Linn-San Manuel

2005 Rafael Guerra Sr.

City of La Joya

2018 Isidoro Venecia Jr.
2017 Julianita Sabala
2016 Anna Lisa Ruiz
2015 Margarita Salinas +
2014 Elizandro De La Rosa
2013 Victorio Salinas Jr.
2013 Roberto Jackson Jr.
2012 Mike Alaniz
2012 Mary A. Salinas
2011 Lee Roy Alaniz
2011 Jose A. "Fito" Salinas
2010 Martha E. Trevino
2010 Gonzalo Gonzalez
2009 Rodolfo "Fito" Farias
2009 Socorro Garza
2008 Alicia Montes
2007 William "Billy" Leo
2007 Dr. Javier Andres Saenz
2006 Mari Gonzalez
2006 Angelica "Angie" Garza
2005 Filomena Leo

City of Los Fresnos

2018 Pam Denny
2017 Mary Townsend
2016 Ruby Jean Cheshire+
2015 Manuel Abrego
2014 Antonio R. Lopez Sr. +
2013 Luis Romero+
2012 James A. Keillor
2011 Eduardo "Eddie" Cantu +
2009 F. Feliberto Pereira
2008 Harry H. Whipple +
2007 Carmen Silva

Los Fresnos Chamber of Commerce

2013 Mark W. Milum
2012 Gene Daniels
2011 Mercedes Vicinaiz Cantu
2010 Don R. badeaux Sr.
2008 Antonio Rivas
2007 Erwin W. Scott Jr. "Scottie"+
2006 Dora Romero +

City of McAllen

2018 James E. Darling
2017 Dr. Carlos J. Cardenas M.D.
2017 Dr. Jose (Joey) Cazares Jr. DDS
2015 Phyllis Griggs
2014 Richard F. Cortez
2013 Veronica Gonzalez
2012 Elva M. Cerda
2011 Alida Salinas Hernandez+
2010 Representative Roberto Gutierrez Sr.
2009 Dr. Lauro Guerra
2008 Lucile Hendricks+
2007 Mr. Jan M. Klinck
2005 Othal Brand Jr.+

McAllen Chamber of Commerce

2018 Paul S. Moxley
2018 Janet Vackar
2017 Senator Juan J. "Chuy" Hinojosa
2017 Annie Holand Miller
2016 Sister Norma Pimentel
2015 Gary Gurwitz
2014 Frank S. Plummer
2013 Ruben R. Cardenas
2012 Frank Birkhead
2011 Paul Moxley
2010 Dora Brown
2009 Kirk Clark
2008 Robert L. Lozano
2007 Rick D. Guerra
2006 Tony Aguirre
2005 Leo Montalvo

City of Mercedes

2011 Ricardo Garcia
2008 Joel Quintanilla
2005 Liborio Hinojosa

Mercedes Chamber of Commerce

2007 Congressman Ruben Hinojosa
2005 Frances R. Cooper

City of Mission

2018 Ruben Moreno
2017 Pete Jaramillo
2016 Amancio Chapa Jr.
2015 Wm. Carl Davis
2014 Richard Hernandez
2013 James Joseph Schroeder+
2012 Ricardo Martinez
2011 Ricardo A. Perez
2010 Tomas Tijerina
2009 Father Roy Snipes OMI
2008 Pat Townsend Jr.
2007 Jo Beth (J.B.) Townsend
2006 June K. Brann +
2005 Leonel "Leo" Pena +

Mission Chamber of Commerce

2018 Catherine Garcia
2017 Deborah Cordova
2016 Gen Long
2015 Beatriz Ramirez Esqueda
2014 Beatriz Tijerina
2013 Sandra Vecchio
2012 Sylvia Wolf
2011 Julio Cerda
2010 Yvonne Salinas
2009 Ruben Dario Plata
2008 Joseph (Joe) Roseland
2007 Norberto "Beto" Salinas
2006 Ben A. Cavazos
2005 Linda Z. Castaneda

City of Palmhurst

2018 Israel Silva
2018 James Aranda
2017 Dr. Bruce Gray D.V.M.
2017 Campbell A. Patton
2016 Darrell Davis
2016 Gary Wilson Toothaker
2015 Jackie Field
2015 Roy "Bear" Barrera
2014 Lazaro "Larry" Gallardo Jr.
2014 Richard Trevino Jr.
2013 Mark Richards
2013 Ruben De Leon
2012 Robert A. Salinas
2012 Irma Garcia
2011 Jose E. Garza
2010 Alicia C. Sandoval +
2010 Maria G. Leal
2008 Will Klement
2007 Elton Key +
2006 Ramiro J. Rodriguez Jr.

City of Palmview

2018 Ricardo Villarreal
2017 Jose Rolando Pena
2016 Joel Garcia Jr.
2015 Ramiro Vela
2014 Eraclio Villarreal +
2013 Alfredo Rodriguez
2012 Noe Ruben Munoz
2011 Aida Rivas
2008 Graciela S. Flores
2007 Irene M. Garcia
2006 Gerardo "Jerry" Perez

Palmview Chamber of Commerce

2018 Ricardo Perez
2017 Homer Tijerina
2016 Linda Ruiz Sarabia
2015 Leo James Leo Jr.
2014 Joel Garcia
2013 Leonel Julian Lopez

City of Penitas

2018 Jose Roel "J.R." Flores
2018 Baldemar Ramirez Sr. +
2017 Baldomero Loya+
2017 Arturo Garza Jr. +
2016 Blas M. Loya Sr. +
2014 Marcos L. Ochoa
2014 Cecilio Garza Jr.
2013 Servando Ramirez
2013 Armando Garza
2012 Jerry Bell
2012 Roberto Cardenas Jr.
2011 Jose Roel Cardenas
2011 Efren Garza
2010 Vidal G. Loya +
2005 Dr. Mauro L. Reyna Jr.

City of Pharr

2018 Dr. Ramiro Caballero
2017 Roberto "Bobby" Carrillo
2016 Ambrosio Hernandez
2015 Oscar Elizondo Jr.
2014 Eduardo Cantu
2013 Fred Sandoval
2012 Adan Farias
2011 Leopoldo "Leo" Palacios
2010 Cris S. Vela
2009 Elva I. Michal
2005 A.C. "Beto" Jaime

Pharr Chamber of Commerce

2012 Gary Lewis Rodriguez
2011 Gene & Gracie Williams
2010 Quentin Newcomb Jr.
2007 Anna Mae Kelly
2006 Quentin Newcomb
2005 Dr. Tully Mayer

City of Port Isabel

2018 Patrick H. Marchan
2017 Juan Jose (JJ) Zamora Sr.
2016 Leo F. "Speck" Sanders
2012 Scott Friedman
2011 Benito Ochoa III
2010 Donald Raymond Guillot
2009 Juan Castillo
2005 Eliseo Vega +

City of Progresso Lakes

2007 John Trainor Evans
2006 Sam Sparks
2005 William C. Cain

Port Mansfield Chamber of Commerce

2009 Betty Glaze

Town of Rancho Viejo

2018 Cyndie Rathbun

City of Raymondville

2018 Mr. & Mrs. Gilbert and Rosalinda Gonzales
2017 Uvaldo Zamora
2016 Brenda Guerrero
2015 Dr. George Cantu
2013 Eleazar Garcia Jr.
2012 Hector Ramirez
2011 Paul E. Whitworth
2010 Father Richard MacDonald, SCJ
2009 SSG Hector Leija +
2008 Albert Tijerina +
2007 Ezequiel A. (Zeke) Martinez
2006 Anna Gause Smith (Mrs. Gene)
2005 Katheryn Hanshaw

Raymondville Chamber of Commerce

2018 Andres "Andy" Maldonado
2017 Yvonne S. "Bonnie" Brown
2016 Sheriff Larry Spence
2015 Armando Duarte Rios
2014 Cissie Watson
2013 Albert Marshall Pickard
2012 Mary Casillas
2011 Virginia Torres
2010 Elma Chavez
2009 Frank Torres
2008 Mary Gutierrez
2007 Viola Franks
2006 Winifred Raymond Wetegrove
2005 Glenn Harding

City of Roma

2005 Arnulfo Guerra +

City of Rio Grande City

2018 John A. Pope III+
2017 Eduardo "Eddie" Dougherty+
2016 Antonio Falcon MD
2015 Ruben Klein
2014 James Edwin Peterson+
2013 Roel A. Gonzalez
2012 Ruben D. Saenz
2011 Basilio D. Villarreal Jr.
2010 Representative Ryan Guillen
2009 Albert Barrera
2008 Mayor Basilio Villarreal Sr. +
2006 Ernestina C. Trevino
2006 Baldemar Garza
2005 Sam Vale

Rio Grande City Chamber of Commerce

2018 Mr. & Mrs. Clemente Garza Jr.
2017 Noel P. Benavides
2017 Javier D. Margo
2016 Rodolfo Carlos "R.C." Salinas
2015 Rose Benavidez
2014 Kenny Anderson +
2013 Rosa E. Gonzalez
2012 Ruben O. Villarreal
2010 U. David Gonzalez
2009 Ruben Saenz
2007 Manuel Benavidez Jr.
2005 Judge Ricardo Hinojosa

Rio Grande Valley Partnership Chamber of Commerce

2018	Spencer W. Bell
2017	M. Allen Shields III
2016	David Garza
2015	Julio Reyes
2014	John D. Bradford
2013	Sergio Contreras
2012	Obidio C. "Billy" Canales
2011	H. William "Bill" Card III
2009	Representative Armando Martinez

City of San Benito

2018	Rosa Maria Gomez +
2017	Esteban M. Rodriguez
2016	Lionel C. Betancourt
2015	Antonio Puentes Gonzales
2014	Martha Ann McClain
2013	Charlie & Bertha Wilson
2012	Victor Garza
2011	Manuel Lara
2010	Lupita Pasement
2009	Joe Hodges Hernandez
2008	Mark Moody
2007	San Benito Montalvo +
2005	Cesar Gonzalez

San Benito Chamber of Commerce

2018	Sam P. Boswell Jr.
2017	Judge Guadalupe Ayala +
2016	Paco Betancourt+
2015	Celeste Zepeda Sanchez
2014	Dulce Maria America Madrigal
2010	Hector Jalomo
2005	Freddy Fender +

City of Santa Rosa

2005	Pedro Garza
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City of San Juan

2018	Ramiro Trevino+
2017	Luis Ramos Jr.
2016	Tomas Cruz
2015	Pedro Sanchez
2014	Octaviano "Tony" Gonzalez
2013	CWO-2 Jose Luis Montenegro Jr.+
2012	Rick Diaz
2011	Roberto F. Loreda
2010	Commission Hector "Tito" & Bertha Palacios
2009	Juan Pedro Contreras
2008	Roel Garza
2007	Raul Yzaguirre
2006	Arnoldo Cantu Sr.
2005	Jorge Arcuate

San Juan Chamber of Commerce

2010	Leon & Velma Sue De Leon
2007	Estela Salazar
2006	James C. Shawn
2005	Eleazar Romero

Town of South Padre Island

2018	Jeffrey A. George
2017	Courtney Hayden
2016	Sam A. Listi
2015	Madeleine Sandefur
2014	Robert Guy Blatnik
2013	Shane Wilson
2012	Robert Nixon
2011	Leslie Ruth Blasing
2010	Paul Y. Cunningham Jr.
2009	Peggy Trahan
2008	Lucinda "Sandy Feet" Wierenga
2007	Minnie Solomonson +
2006	John L. Tompkins +
2005	Ila Loetscher +

South Padre Island Chamber of Commerce

2018	Bharat (Barry) R. Patel
2017	James H. Parker
2016	Joseph M. (Mickey) Furcron
2015	JoAnn Evans
2014	Gary E. Meschi
2013	Bill Donahue
2012	Lynne Tate
2011	David Friedman
2010	Dan Stanton
2009	Darrell Mangham
2008	Jake Falgout
2007	Robert N. Pinkerton Jr.
2006	Richard Franke
2005	Troy W. Giles

City of Sullivan City

2009	Rosendo "Cheno" Benavides +
2007	Guillermina "Ginger" Villarreal
2006	Reynaldo Ruiz
2005	Gumaro "Maro" Flores

City of Weslaco

2018	Daryl L. Smith
2017	Howdy Smith
2016	Pablo G. Pena
2015	Blanca Munoz
2014	Soyla Gonzalez
2013	Charles & Christine Warren
2012	Eloy R. Alaniz
2011	Robert A. McAllen
2010	Eugene Richard Vaughn Jr.
2009	Dr. Robert Sepulveda
2008	Mayor Hector "Buddy" de la Rosa
2007	Dr. Benigno (Ben) Villalon
2006	Isaac D. Rodriguez
2005	Joe V. Sanchez

Weslaco Chamber of Commerce

2018	Loretta Barbee
2017	Randy Summers
2015	Glenn + & Margret Housley
2014	Bob Davis
2013	Ramon "Monse" Montalvo
2012	Margaret Looney McAllen
2011	Noble C. Allen
2010	Robert W. Vanderveer
2009	Patti Dittburner
2008	Ruben Cardenas
2007	Fred McCaleb
2006	Dr. Armando Cuellar +
2005	Gene A. Braught +

United States Ambassadors of International Goodwill

2018	Nora Davila
2016	Luis Coronel
2015	Raul Gonzalez
2014	Adamari Lopez
2014	Lupillo Rivera
2013	Dra. Ana Maria Polo
2012	Diana Reyes
2011	Lazaro G. Megret
2010	Maria Antonietta Collins
2009	Raul De Molina "El Gordo"
2008	Yolanda De La Cruz
2007	Raul Gonzalez
2006	Raul Brindis
2005	Joe Morales
2004	Fernando Arau
2003	Alberto Kreimerman
2002	Tony De La Rosa
2001	Intocable
2000	Ana Maria Canseco
1999	Freddy Martinez
1998	Roberto Pulido
1997	Carlos Guzman
1996	Hugo De La Cruz
1995	Rogelio Botello Rios
1994	Johnny Canales
1993	Nano Ramirez
1992	Othal Brand Jr.

Mexico Ambassadors of International Goodwill

2018	Noel Torres
2018	Manolo Martinez Jr.
2017	Sebastian Rulli
2016	Rafael Amaya
2015	Joel Cano
2014	Jorge Salinas
2013	Mariachi Vargas de Tecalitlan
2012	Gabriel Soto
2011	Beatriz Adriana
2010	El Comediante – Teo Gonzalez
2009	Gilberto Gless
2008	Sergio Sendel
2007	Sergio Goyri
2006	Ninel Conde
2006	Eric Del Castillo
2005	Bronco El Gigante De America
2004	Pablo Montero
2003	Laura Flores
2002	Alicia Villarreal y Limite
2001	Veronica Castro
2000	Lupita D'Alesio
1999	Maribel Guardia
1998	Laura Leon
1997	Martin Urieta
1996	Carlos Cuevas
1995	Jorge Vargas
1994	Lucila Mariscal "Dona Lencha"
1993	Angeles Ochoa
1992	Queta Jimenez "La Prieta Linda"
1991	Ramon Ayala y Los Bravos
1990	Rosenda Bernal
1989	Maria De Lourdes
1988	Arianna
1987	Prisma
1986	Aida Cuevas
1985	Francisco "Charro" Avitia

Border Texan of the Year

2014	Chief Judge Ricardo H. Hinojosa
2013	Sam L. Susser
2012	Senator Juan J. "Chuy" Hinojosa
2011	Lt. Gov. David Dewhurst
2010	Frank N. Boggus
2009	Mayor John David Franz
2008	Lt. Gen. (Ret.) Ricardo Sanchez
2007	Dr. Shirley Reed
2006	Michael Allen
2005	Senator John Cornyn
2004	Joe La Mantia Jr.
2003	Tony Garza
2002	Senator Phil Gramm
2001	Governor Rick Perry
2000	Senator Kay Bailey Hutchinson
1999	Charles C. Butt
1998	Governor George W. Bush
1997	Lt. Governor Bob Bullock +
1996	Wayne W. Showers
1995	Dr. Mario Ramirez
1994	Lloyd M. Bentsen +
1993	Dr. Miguel Nervarez
1992	Congressman Enrique "Kika" De La Garza
1991	Morris Atlas
1990	Glen E. Roney
1989	Celia Hare Martin +

Federal and State Leaders

2012	Francisco "Paco" Valentin Jr.
2007	Senator Juan "Chuy" Hinojosa
2006	Bill Summers +
2005	Bryan Daniels
2005	Pedro Garza
2005	Amadeo Saenz

Outstanding Community Supporters

2007	Charles Chuck Snyder
2006	Bob Roux
2006	Dr. Robert + & Mrs. Vi Norton
2005	Representative Ismael "Kino" Flores

Outstanding Entertainers

2014 George Strait
2012 Estudiantina Guadalupana Cesar Cervantes
2012 Charo
2011 Bill & Helen Dillard +
2011 Rene Sandoval
2011 Tina Compean
2010 Edwin M. Bigsby +
2010 Roland Garcia
2006 Joseph "German Joe" Sakulenzki
2006 Doria Avila +
2005 Myron Floren
2005 Jimmy Gonzalez y Grupo Mazz
2005 Wiley Hutchinson

At Large Inductee

2018 Ben Lopez
2017 Edward Blaha
2016 Dr. Miguel De Los Santos
2015 Larry Wingert
2015 Martha Noell
2014 Roy and Victoria Lepovitz
2014 Luis Lauro Moreno Rodriguez
2014 Most Reverend Leo Francis Daniel
2014 R. David Guerra
2014 Eloy Vera
2013 Rev. Msgr. Juan Nicolau
2013 Consul Erasmo Martinez
2013 Senior Pastor Aaron De La Torre
2012 United Way Hero Jenise Diaz
2012 Judy Anderson
2012 Jim Deuser
2009 Dr. Bert D. Levine +

Mr. Internacional

2015 Juan Pablo Llano

Mrs. Internacional

2015 Elizabeth Robaina

BorderFest Association

2015 Raul Mijangos

2015 Kay Wolf

IFEA Volunteer of the Year

2015 Mary Bernarski



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 7.B.

DATE SUBMITTED: November 13, 2018

MEETING DATE: November 19, 2018

FROM: Omar Anzaldua, City Engineer

DEPARTMENT: Parks

DIRECTOR: Sergio Alanis

Agenda Item: Consideration and action, if any, authorizing City Manager to use The Interlocal Purchasing System (TIPS) Purchasing Cooperative to negotiate and approve a contract for site demolition work at the proposed Northside and Southside Downtown Parks.

Classification: Regular

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

Exclude Material from Public Packet? No

Reason: N/A

Issue: Demolition of existing site work such as removal of existing concrete sidewalk, pavements, curb & gutter for the development of the both the Northside and Southside Downtown Parks.

Financial Consideration: To be negotiated. This work has been budgeted for as part of the overall Downtown Parks project budget.

Staff Recommendation: Staff recommends approval and authorization to use The Interlocal Purchasing System (TIPS) Purchasing Cooperative to negotiate and approve a contract with RL Abatement Inc. from Weslaco, TX, for site demolition work at the proposed Northside and Southside Downtown Parks.

Alternatives: The alternative would be the conventional Bid Process which will take around 1-month from the time of advertisement to the start of construction. Since this is a time sensitive project, using the TIPS Purchasing Cooperative will allow to begin work within one week of contract approval.

If the conventional Bid Process is preferred, staff requests approval to advertise for bids for the site demolition for the Northside and Southside Downtown Parks

ROUTING:

Omar Anzaldua
Omar Anzaldua
Sandra Zamora
Karla Moya
Patricia Rigney
City Management Office

Created/Initiated - 11/13/2018
Approved - 11/13/2018
Approved - 11/16/2018
Approved - 11/16/2018
Approved - 11/16/2018
Final Approval - 11/16/2018



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 7.C.

DATE SUBMITTED: October 29, 2018

MEETING DATE: November 19, 2018

FROM: Angie Resio, Secretary

DEPARTMENT: Development Services

DIRECTOR: Melanie Cano

Agenda Item: Consideration and action, if any, on request for Residential Incentive Program for property legally described as being a 17.727 acres of land, more or less, being out of Lot 90, Kelly-Pharr Subdivision, Pharr, Hidalgo County, Texas.

Classification: Regular

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

Exclude Material from Public Packet? No

Reason:

Issue: Shavi Mahanti, representing Domain Development Corporation has filed a request for the City of Pharr's residential development incentive program. The property is legally described as being a re-subdivision of 17.727 acres out of Lot 90, Kelly-Pharr Subdivision, Pharr, Hidalgo County, Texas. The property is physically located within the 800 and 900 Block of West Minnesota Road.

The applicant will develop the property to approximately 56 single family residential lots. The applicant has requested for the Board of Commissioners to consider the request for the incentive program at 50% of Public Infrastructure Cost once 50% of the building permits have been issued.

Financial Consideration: Residential Incentive Program: 50% of public infrastructure costs, due when 50% of the lots have acquired building permits.

Total reimbursement: \$408,785.85

Staff Recommendation:

Alternatives:

ROUTING:

Angie Resio

Created/Initiated - 10/29/2018

Roland Gomez
Melanie Cano
Karla Moya
City Management Office

Approved - 11/14/2018
Approved - 11/15/2018
Approved - 11/16/2018
Final Approval - 11/16/2018



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 8.A.

DATE SUBMITTED: November 14, 2018

MEETING DATE: November 19, 2018

FROM: Omar Anzaldúa, City Engineer

DEPARTMENT: Parks

DIRECTOR: Roel Garza

Agenda Item: Consideration and action, if any, authorizing City Manager to amend the contract with Ruben Escobar of Diseno, Inc. for Professional Architectural Services for the design of a Downtown Park. (Project #1718-01-522-S005-001)

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 contract for professional services with Ruben Escobar of Diseño, Inc for the Downtown Park on West Caffery Ave.

The additional scope of work is for the design and construction oversight of the new downtown gateway and lighting archways along Cage Blvd. from Park Ave. to Caffery Ave.

Financial Consideration: Account #01-51300-8806

Estimated Fee not to exceed 8% of the estimated construction cost.

Original Agreement Amount is \$130,150

Change Amendment No. 1

Staff Recommendation: Staff recommends approval and authorization to amend the contract with Diseño, Inc. for Professional Architectural Services for the additional scope of work related to the Downtown Gateway Monument and Lighting Archways.

Alternatives: N/A

ROUTING:

Omar Anzaldúa
Sandra Zamora

Created/Initiated - 11/14/2018
Approved - 11/16/2018

Karla Moya
Patricia Rigney
City Management Office

Approved - 11/16/2018
Approved - 11/16/2018
Final Approval - 11/16/2018



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 8.B.

DATE SUBMITTED: November 14, 2018

MEETING DATE: November 19, 2018

FROM: Jose Pena, IT Director

DEPARTMENT: IT

DIRECTOR: Jose Pena

Agenda Item: Consideration and action, if any, authorizing City Manager to approve the amendment to the contract with Nextel of Texas, Inc. for the Frequency Reconfiguration Agreement.

Classification: Regular

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

Exclude Material from Public Packet? Yes

Reason:

Issue: Nextel of Texas, Inc. has provided an amendment to the original Frequency Reconfiguration Agreement due to them now needing to update Schedule B since two frequencies have not been vacated by Mexico and are providing two others.

Financial Consideration:

Staff Recommendation: Staff recommends approval.

Alternatives:

ROUTING:

Jose Pena
Patricia Rigney
Sandra Zamora
City Management Office

Created/Initiated - 11/14/2018
Approved - 11/15/2018
Approved - 11/16/2018
Final Approval - 11/16/2018



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 8.C.

DATE SUBMITTED: November 14, 2018

MEETING DATE: November 19, 2018

FROM: Jose Pena, IT Director

DEPARTMENT: IT

DIRECTOR: Jose Pena

Agenda Item: Consideration and action, if any, authorizing City Manager to continue maintenance and support services agreement with Frontera Consulting for the South Pharr Pilot Wifi Project. (Project #1819-01-518-IPQ008-001)

Classification: Regular

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

Exclude Material from Public Packet? Yes

Reason:

Issue: The City of Pharr selected Frontera Consulting to install, maintain, and support the South Pharr Pilot Wifi project in November 2017. We are now requesting if we can continue with the services agreement for another year. Fifty (50) homes have been online and receiving wireless internet services inside their homes after being selected by PSJA ISD as having children in school and being low income families.

This was budgeted by our department for this fiscal year. Monthly Maintenance fee is \$3,250.00/month for a total of \$39,000.00 annually.

Financial Consideration: 01-51800-5530 \$39,000

Staff Recommendation: Staff recommends approval of renewal services agreement with Frontera Consulting for another year. (November 15, 2018 to November 15, 2019).

If approved, staff is requesting authorization, with City Manager approval, to renew subsequent yearly maintenance services agreement.

Alternatives:

ROUTING:

Jose Pena
Patricia Rigney

Created/Initiated - 11/14/2018
Approved - 11/15/2018

Sandra Zamora
Karla Moya
City Management Office

Approved - 11/16/2018
Approved - 11/16/2018
Final Approval - 11/16/2018



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 8.D.

DATE SUBMITTED: November 1, 2018

MEETING DATE: November 19, 2018

FROM: Diana Martinez, Administrative Assistant

DEPARTMENT: Public Utilities

DIRECTOR: Jose Villegas

Agenda Item: Consideration and action, if any, ratifying award of Service Contract for Sludge Management Services with Denali Water Solutions. (Project #1718-60-582-S026-197)

Classification: Regular

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

Exclude Material from Public Packet? No

Reason:

Issue: Denali Water Solutions has been under contract with the City of Pharr since 2014. On September 19, 2018 the Purchasing Department solicited bids and two (2) companies responded. (bid tabulation attached)

This service contract is needed for Wastewater Treatment.

Financial Consideration: Budgeted Item

Staff Recommendation: On November 8, 2018, staff proceeded, with Interim City Manager approval, to award a Service Contract for Sludge Management Services to the low bidder, Denali Water Solutions from Russellville, AR, at the unit prices as per the attached bid tabulation.

Initial contract term shall be for a period of two (2) years. If approved, staff is requesting authorization, with City Manager approval, to exercise the option to extend the contract for an additional three (3) years in one (1) year increments.

Alternatives:

ROUTING:

Diana Martinez

Created/Initiated - 11/01/2018

Jose Villegas

Approved - 11/01/2018

Patricia Rigney

Approved - 11/02/2018

Sandra Zamora

Approved - 11/14/2018

Karla Moya

Approved - 11/15/2018

City Management Office

Final Approval - 11/16/2018



Pharr

Purchasing



★RECOMMENDED FOR AWARD OF CONTRACT

CITY OF PHARR

BID OPENING: SEPTEMBER 19, 2018 AT 4:00 P.M.

LOCATION: City Commissioner's Room, 2nd Floor

PROJECT #1718-60-582-S026-197 SERVICE CONTRACT FOR SLUDGE MANAGEMENT SERVICES

BIDDERS:	PREVIOUS CONTRACT PRICING (2014-15) DENALI WATER SOLUTIONS RUSSELLVILLE, AR	★ DENALI WATER SOLUTIONS RUSSELLVILLE, AR	CENTRAL WASTE & RECYCLING CEDAR PARK, TX
UNIT PRICE PER LOAD (30-CY END DUMP TRAILER	\$ 792.00	★ \$811.00	NO BID
UNIT PRICE PER LOAD (25-CY ROLL-OFF)	\$ 581.00	★ \$595.00	\$635.00
UNIT PRICE PER GALLON	-	★ \$0.10	NO BID
DELIVERY	1 DAY	1 DAY	1 DAY
HARDCOPY OF BID SUBMITTED		SUBMITTED	SUBMITTED
ELECTRONIC BID SUBMITTED		SUBMITTED	SUBMITTED

SLUDGE-MANAGEMENT AGREEMENT

This Sludge Management Agreement (the "Agreement") by and between City of Pharr, acting by and through its duly authorized officers ("Generator") and Denali Water Solutions a Texas _____ ("Sludge Manager"):

RECITALS

That the Generator operates and owns one water treatment plant ("WTP") and one wastewater treatment plant ("WWTP") for the treatment of domestic sludge (solids) and domestic sewage sludge (bio solids), which WTP produce domestic sludge (solids) and the WWTP produces domestic sewage sludge (bio solids), which must be disposed of from time to time.

The Sludge Manager is in the business of removing solids and bio solids from domestic WTP and domestic WWTP and transporting, treating, and disposing or beneficially using those solids or bio solids.

The Generator and Sludge Manager desire to enter into this agreement for the transportation, treatment and disposal or beneficial use of solids or bio solids produced by the Generator's WTP and WWTP operations.

NOW THEREFORE in consideration of the mutual promises, covenants, agreements and obligations contained herein, the parties agree as follows

I. DEFINITIONS

1.01 Definitions used in this Agreement shall have the meaning ascribed in this Agreement as follows:

"Applicable Regulations" means all federal, state, municipal regulations regulating the transportation, treatment, and reuse and disposal of Sludge including, but not limited to 40 CFR Part 503-Standards for the Use or Disposal of Sewage Sludge, 40CFR Part 258, Municipal Solid Waste Landfill Regulations and Chapter 312, Texas Commission on Environmental Quality, Sludge Use and Disposal Regulations, each as they may be supplemented or amended from time to time.

Bio solids-refers to sewage sludge, which is stabilized and meets regulatory guidelines established by EPA for beneficial use.

BLF Analysis-means the test outlined in the Applicable Regulations to determine the quantities of various constituents in the sludge, including but not limited to Cadmium, Zinc, Copper, Nickel, Lead, Arsenic, Chromium, Mercury, Selenium, Molybdenum, Nitrogen (Ammonia and TKN), Phosphorus and Potassium.

EPA-mean United States Environmental Protection Agency.

Operator-mean the Generator's operator of the Plants

SLUDGE-MANAGEMENT AGREEMENT Continued:

Permit-means the TCEQ Permit to Dispose of Waste issued with respect to the Plant and the corresponding NPDES Permit.

Plants-means the Generator's water treatment plant and wastewater treatment plant

Class B-means sludge meeting Class B pathogen reduction and related vector control limitations as set forth in 40 CFR Part 503, Subpart F, Standards for Disposal of Sewage Sludge

Class A-means sludge meeting Class A pathogen reduction and related vector control limitations as set forth in 40 CFR Part 503, Subpart F, Standards for Disposal of Sewage Sludge

Regulatory Agencies-means EPA, TCEQ, and any other governmental agency with jurisdiction over the transportation, treatment and disposal or beneficial use of domestic sludge and domestic sewage sludge

Records-means all records however maintained with respect to the transportation, treatment, and final disposition of Sludge required be creating and maintaining by the applicable Regulations and the Permit.

Sewage sludge or sludge-means solid, semi-solid, or liquid residue generated during the treatment of domestic sewage treatment works or the sludge produce during treatment of raw non-potable water. Sewage Sludge includes but is not limited to domestic sewage; scum or solids removed in primary, secondary or advanced wastewater treatment processes; and a material derived from sewage sludge.

Solids-means domestic sludge produced at a water treatment plant.

TCLP-means the EPA Toxicity Characteristic Leaching Procedure Test

TCEQ-means the Texas Commission on Environmental Quality

WTP-means Water Treatment Plant

WWTP-means Wastewater Treatment Plant

Estimated Total Annual Contract Amount is defined as the estimated annual number of roll-offs of bio-solids or solids produced by the WWTP and WTP multiplied by the Unit Price per Load (Roll-off) bid by the Bidder. The number of roll-offs of bio-solids and solids produced by the WWTP and WTP are estimated to be **(750) 25-Cubic Yard roll-off containers.**

II

TERM

2.01 Term. This Agreement shall be for a term of two (2) years commencing on the date of award (8th day of November, 2018) and ending two (2) years (8th day of November, 2020), thereafter. The City of Pharr/ Pharr Public Utility reserves the right to extend this Service Contract for an additional three (3) years, in one (1) year increments, if the performance of the successful bidder/contractor's performance remains satisfactory and their unit price(s) remain firm; however, either party may terminate this Agreement upon ninety (90) days written notice to the other, without cause.

SLUDGE-MANAGEMENT AGREEMENT Continued:

III.

OBLIGATIONS OF PARTIES

3.01 Obligations of Generator. The Generator shall:

- (a) Furnish Sludge Manager with a copy of the results of any previous Toxicity Characteristic Leaching Procedure ("TCLP") test, BLF Analysis, and Class B or Class A determinations performed on Sludge.
- (b) Immediately notify Sludge Manager of any changes in waste to the Plant or operation of the Plant, which may render the sludge inappropriate for beneficial use.
- (c) Provide access for the Sludge Manager to facilities and provide a minimum of 24 hours notice for services.
- (d) Provide a copy of NPDES and TCEQ discharge permit.

3.02 Obligations of Sludge Manager. The Sludge Manager agrees to:

- (a) Upon notification, provide for the removal and disposal or beneficial use of sludge from the Plant. The Sludge Manager shall provide Generator with final manifests within fifteen (15) days.
- (b) Manage sludge according to the regulations promulgated under 40 CFR, Part 503 and TCEQ 312, including the permit - specific sections of the TCEQ and NPDES Permits pertaining to sludge disposal, prior to application to any land surface or incorporation into the soil.
- (c) Provide required monitoring for generated sludges in accordance with promulgated TCEQ and USEPA rules, regulations, and test methods for sludges. The Sludge Manager will provide the required monitoring and record keeping for land applied and stabilized Class "A" or "B" sludges in accordance with promulgated TCEQ and USEPA rule, regulations, and test methods for sludges.
- (d) Sludge Manager shall maintain a record of each individual collection and disposal with a manifest and shall provide the Generator with a copy of each record
- (e) Sludge Manager shall furnish to the Generator, annually or more frequently if required by TCEQ and NPDES permits, a record of the final disposal of the Generator's sludge showing the registered site, field number.
- (f) Sludge Manager will otherwise operate under this Agreement in accordance with all statutes and rules of the TCEQ and the USEPA, which are applicable to the transportation and disposal of sludge.

SLUDGE-MANAGEMENT AGREEMENT Continued:

3.03 Additional Duties. In addition to the foregoing, Sludge Manager shall be responsible for the following:

- (a) A copy of the registration form with the assigned registration number shall be maintained at the Sludge Manager's place of business and in each vehicle operated under such registration;
- (b) Sludge Manager shall annually renew its transporter registration as required by the TCEQ and shall provide the City with a copy of the renewal certification;
- (c) All vehicles used for-over-the-road transportation shall prominently display the name of the Sludge Manager and the TCEQ assigned registration number;
- (d) All vehicles shall be maintained and operated in such a manner as to prevent loss of liquid or solid waste and to prevent a health nuisance;
- (e) Sludge Manager shall not mix incompatible wastes and shall be responsible for any clean-up of sludge spills.
- (f) Sludge Manager shall maintain a record of each individual collection and disposal with a manifest and shall provide the Generator with a copy of each record;
- (g) Sludge Manager shall furnish to the Generator, annually or more frequently if required by TCEQ and NPDES permits, a record of the final disposal of the Generator's sludge showing the registered site, field number and application rate of all sludges received from other Plants and applied in the same field with the Generator's sludge;
- (h) Sludge Manager shall at all times maintain insurance in the type and amount described in Exhibit B attached hereto and incorporated herein for all purposes and shall furnish the Generator with evidence of such insurance coverage; and,
- (i) Sludge Manager will otherwise operate under this Agreement in accordance with all statutes and rules of the TCEQ and the USEPA, which are applicable to the transportation and disposal of sludge.

3.04 Indemnification for City. The Sludge Manager hereby agrees to protect, defend, indemnify and hold the City and its employees, agents, officers and servants free and harmless from all losses, claims, liens, demands and causes of action of every kind and character including, but not limited to, the amounts of judgments, penalties, interests, court costs, legal fees, and all other expenses incurred by the City arising in favor of any party, including claims, liens, debts, personal injuries, including employees of the City, death or damages to property (including property of the City) and without limitation by enumeration, all other claims or demands of every character occurring or in any ways incident to, in connection with or arising directly or indirectly out of this contract. Bidder agrees to investigate, handle, respond to, provide defense for and defend any such claims, demand, or suit at the sole expense of the bidder. In addition, the bidder shall protect, defend, indemnify and hold the City and its employees,

SLUDGE-MANAGEMENT AGREEMENT Continued:

agents, officers and servants free and harmless from all losses, claims, liens, demands and causes of action relating to, for, or on account of the use of patented appliances, products or processes, and he shall pay all royalties and charges which are legal and equitable. Evidence of such payment or satisfaction shall be submitted upon request of the Director of Purchasing, as a necessary requirement in connection with the final estimate for payment in which such patented appliance products or processes are used. Bidder also agrees to bear all other costs and expenses related thereto, even if the claim or claims alleged are groundless, false or fraudulent. This provision is not intended to create any cause of action in favor of any third party against bidder or the City or to enlarge in any way the bidder's liability but is intended solely to provide for indemnification of the City from liability from damages or injuries to third persons or property arising from bidder's performance hereunder.

IV.

QUANTITY, PRICE AND PAYMENT

- 4.01 Quantity.** PER LOAD - The quantity of Sludge hauled shall be measured by the load in each 30 cubic yard End Dump Trailer container(s). Unit Price per Load \$811.00.

Quantity. PER LOAD – The quantity of Sludge hauled shall be measured by the load in each 25 cubic yard roll-off container(s) with a 22-cubic yard load capacity. Unit Price per Load \$595.00.

Quantity. PER GALLON – The quantity of Sludge hauled shall be measured by the gallon (U.S.). Unit Price per Gallon \$0.10.

For the purpose of establishing Bid amounts, the maximum estimated annual volume of bio-solids and solids generated by the WTP and WWTP is approximately (750) 25-CY Roll-offs. Actual annual sludge production to be hauled by the Sludge Manager selected may be significantly less or significantly more depending on operational decisions and population growth. The City of Pharr makes no guarantee of sludge quantities to be delivered for hauling by the Sludge Manager.

The Estimated Total Annual Contract Amount shall be based on the "Unit Price per load" (roll off) and an estimated annual bio-solid and solid production requiring disposal of approximately (750) 25-CY Roll offs. The Bidder is advised that the quantity specified is an estimate only and that actual quantities may vary up or down during the course of the contract period. This historical data may or may not be given consideration by bidders when submitting their bids. Bidders will be expected to hold their unit price (s) firm for the term of the contract period.

- 4.02 Price and Payment.** Remove, transport, dispose, and monitor sludge from the Plant in accordance with the unit prices as stated on the herein bid form. Sludge Manager shall invoice the Generator monthly and the Generator shall pay same in accordance with the State of Texas Pay Law.

SLUDGE-MANAGEMENT AGREEMENT Continued:

- 4.03 Waivers.** No failure by either party hereto to insist upon the strict performance or observance of any obligation hereunder, or to exercise any right or remedy consequent upon a breach thereof, and no acceptance of any payment hereunder, shall constitute a waiver of such obligation or a breach thereof. No waiver of any breach of any obligation shall affect or alter this Agreement or shall be deemed a waiver of any other existing or subsequent breach hereof.
- 4.04 Escalation.** Not Applicable.
- 4.05 Force Majeure.** If any party hereto shall be unable to observe or perform any covenant or condition herein by reason of "force majeure", then the failure to observe or perform such covenant or condition shall not constitute a default hereunder so long as such party shall use its best efforts to remedy with all reasonable dispatch the event or condition causing such inability and such event or condition can be cured within a reasonable dispatch the event or condition causing such inability and such event or condition can be cured within a reasonable amount of time. "Force Majeure", as used herein, means any condition or event not reasonably within the control of such party, including, without limitation, acts of God; strikes, lock-outs, or other disturbances of employer/employee relations; acts of public enemies; orders or restraints of any kind of the government of the United States or any state thereof or any of their departments, agencies or officials, or of any civil or military authority; insurrection; civil disturbances; riots; epidemics; landslides; lightning; earthquakes; subsidence; fires; hurricanes; storms; droughts; floods; arrests; restraints of government and of people; explosions; and partial or entire failure of utilities.
- 4.06 Jurisdiction.** Purchase/Service/Supply Contract(s) executed as part of this solicitation shall be subject to and governed under the laws of the State of Texas. Any and all obligations and payments are due and performable and payable in Hidalgo County, Texas.
- 4.07 Venue.** The parties agree that venue for purposes of any and all lawsuits, cause of action, arbitration, and/or any other dispute(s) shall be in Hidalgo County, Texas.
- 4.08 Merger.** The bid package, Notice to Bidders, Instructions to Bidders, Contractors, Specification/Requirements, Bid forms and the provisions of this Agreement shall consist of the entire contract agreement between the parties and shall supersede all previous communications, representations, and agreements, either verbal or written, with respect to such matters.
- 4.09 Notice.** Any notice required or permitted to be given pursuant to this Agreement other than furnishing of Records of presentation of Invoices shall be considered delivered on the third business day after deposit to a party if deposited in the U.S. Mail postage prepaid, by certified or registered mail, return receipt requested at the address listed below:

If to Generator: City of Pharr
Ed Wylie, Interim City Manager
P.O. Box 1729
118 S. Cage Blvd
Pharr, TX 78577

If to Sludge Manager:

Either party may add to or change the addresses to which notice shall be sent by giving notice as outlined above.

IN WITNESS WHEREOF this Agreement has been executed by the parties hereto as of the Effective Date above written.

CITY OF PHARR

Ed Wylie, Interim City Manager

ATTEST:

Hilda Pedraza, City Clerk

APPROVED AS TO FORM:

Patricia Rigney, City Attorney

SLUDGE MANAGER:

Signature

Print/Type Name

Print/Type Title

Legal Company Name

E-Mail Address

Phone Number



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 9.A.

DATE SUBMITTED: November 15, 2018

MEETING DATE: November 19, 2018

FROM: Patricia Rigney, City Attorney

DEPARTMENT: Administration

DIRECTOR:

Agenda Item: Consultation and action, if any, on Envirolite solutions.

Classification: Closed Session

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

Exclude Material from Public Packet? No

Reason:

Issue:

Financial Consideration:

Staff Recommendation:

Alternatives:

ROUTING:

Patricia Rigney
City Management Office

Created/Initiated - 11/15/2018
Final Approval - 11/16/2018