



**TAKE NOTICE THAT A SPECIAL 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
FRIDAY, JUNE 12, 2020**

The City of Pharr has called this meeting as allowed pursuant to Texas law, city charter, and city ordinances. 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 board.

2. PUBLIC TESTIMONY: *(Ordinance No. O-2019-45). A person intending on addressing the governing body may speak at a scheduled meeting of the governing body following registration with the presiding clerk and prior to the scheduled meeting. A registered speaker may speak only on items on the agenda and may not exceed 1.5 minutes when addressing the board regarding an agenda item. A registered speaker may not donate time to another speaker. A sign-in form for public testimony shall be promulgated by the presiding clerk and be made available at the city clerk's office. A person may sign up for public testimony beginning at the time the agenda is posted for the meeting. A person may not sign up later than one hour before the posted meeting is scheduled to begin. No registered speaker may be allowed to speak regarding an item once the public testimony portion of the agenda has ended.*

REGULAR AGENDA - OPEN SESSION:

3. ADMINISTRATIVE:

A) Consideration and action, if any, on submittals/reimbursements to Hidalgo County for Cares Act Funding and finding all submittals reasonable and necessary for the intended use. (ADMINISTRATION)

B) Discussion with City Commission on future goals, programs and policies of the City of Pharr. (ADMINISTRATION)

4. CONTRACTS/AGREEMENTS:

A) Consideration and action, if any, on Sub-recipient agreement with Hidalgo County for CARES Act Funding. (ADMINISTRATION)

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

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

Pursuant to Section 551.072, the Board 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 Board 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 Board 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 Board 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 Board may convene in a closed, non-public meeting to discuss any matters regarding **economic development issues.** The City and its attorney may also

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June 12, 2020

discuss such issues with the appropriate staff so as to obtain necessary and relevant information so that such discussion is informative and developed.

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

7. 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 Special 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 9th day of June 2020 at 3:30 p.m. and will remain posted continuously for at least 72 hours preceding the scheduled time of said Meeting, in compliance with Chapter 551 of the Government Code, Vernon's Texas Codes, Annotated (Open Meetings Act).

WITNESS MY HAND AND SEAL, this 9th day of June 2020.




HILDA PEDRAZA, TRMC, CMC
CITY CLERK

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

Title: _____



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 3.A.

DATE SUBMITTED: June 9, 2020

MEETING DATE: June 12, 2020

FROM: Hilda Pedraza, City Clerk

DEPARTMENT: Administration

DIRECTOR:

Agenda Item: Consideration and action, if any, on submittals/reimbursements to Hidalgo County for Cares Act Funding and finding all submittals reasonable and necessary for the intended use.

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
Patricia Rigney
City Management Office

Created/Initiated - 6/9/2020
New -

CITY OF PHARR



HIDALGO COUNTY COVID-19 RESPONSE ACTION PLAN 2020

Executive Summary:

The city of Pharr has based this action plan on several key principles and planning assumptions. These assumptions and principles are listed below:

Hidalgo County Judge Richard F. Cortez signed an Amended Emergency Order which included a Shelter-At-Home mandate ordering residents to stay at home unless they are conducting essential business. The order is effective at 11:59 p.m., Thursday, March 26, 2020. Furthermore, the City of Pharr and Mayor Ambrosio Hernandez, M.D signed a similar order as the county mandating the citizens of Pharr with a Stay-at-Home order on March 26, 2020.

As a local municipality, we must be prepared and ready to conduct community mitigation with an action plan that our community and city could implement to help slow the spread of this contagious respiratory virus disease. Additionally, we also assessed the economic impact it was having on our local businesses regarding their revenue streams and ability to stay open. The city of Pharr has been in the forefront in responding to this pandemic by addressing both public health and public safety as well as the economic impact. Pharr had already proactively established a citywide Hub 311-call center on March 20, 2020 to prevent, prepare and respond to the short-term impact of COVID-19 to individuals, **families, and businesses by using** two teams of 10 employees per shift. The first shift ran operations from 8:00–4:00 pm and second shift from 4:00 pm to midnight seven days a week.

It was vital and of high priority for the mayor and city council to establish the COVID-19 call center to provide a unique one-stop-shop to offer Pharr citizens providing real-time information throughout this crisis. The number-one goal was to inform and educate the public by providing consistent CDC guidelines to prevent, prepare, and respond to the coronavirus pandemic, minimizing the spread of this contagious virus. Using these community mitigation strategies is extremely important in minimizing the infection rate as much as possible until a medical solution becomes widely available in helping control this virus.

We are using this as a framework for community actions with other local cities. Hidalgo County Health Department officials can recommend to the public-at-large that the community of Pharr is preparing for and providing mitigating educational information to the community to reduce and prevent the transmission of COVID-19 to both the city of Pharr and the County of Hidalgo, Texas residents. It is imperative to adhere to CDC guidelines, and our proposed community mitigation actions using the local characteristics of disease transmission, demographics, economic, public health and the healthcare system capacity in our region.

Current Data:

According to our current data, the citywide 311 COVID-19 Call Center received approximately 2,898 calls for service from March 20, 2020, through May 5, 2020. Furthermore, Hidalgo County has had 537 tested positive for COVID-19 of which we have had 22 (4%) individuals who reside in City of Pharr tested positive for COVID-19. These illustrate the need to sustain and expand our 311 Call Center to further continue to prevent, prepare, and respond to COVID-19 by creating a multi-disciplinary public health task force.

Pharr Response Plan:

PREVENT > PREPARE > RESPOND

COVID-19 has been declared a pandemic by the World Health Organization (WHO). A pandemic, as defined by WHO, is a worldwide spread of a new disease occurring over a wide geographic area and affecting an exceptionally high proportion of our population. Current research evidence indicates that the virus infects at a higher rate than influenza and has higher rates of hospitalization and death when compared to the flu. United States citizens, including local municipalities' first-responder personnel, are at risk of COVID-19 infection.

This action plan is intended to define coordinated strategies for whole community preparedness and response actions related to COVID-19 within the City of Pharr and County of Hidalgo. This action plan supports existing Hidalgo County public health and emergency plans by applying their principles to the specific needs and challenges of COVID-19. The city of Pharr and community partners will use this strategy in this plan to refine or create detailed procedures for their management of anticipated impacts of COVID-19.

The city police officers, firefighters, EMS responders, public-works and essential personnel are our front-liners who respond to all emergencies (e.g., pandemics, natural disasters, and terrorism, etc.) They rely on up-to-date technologies, personal protective equipment (PPE) and supplies (i.e., Thermal technology, equipment, gloves, masks, sanitizer, and disinfectant, etc.) to reduce the spread of this highly contagious virus.

This funding will allow us to move from 311 satellite Call Center to a full operational citywide 311 Response Center by filling in the community needs and gaps in providing migrations of public health and economic services to impacted individuals, families, and businesses throughout the City of Pharr. However, these essential COVID-19 responses will become a reality with the financial assistance by the Hidalgo County funding support that has been allocated to the City of Pharr.

Pharr Prevention Goals & Objectives:

Our goal is to create a coordinated multi-disciplinary 311 COVID-19 Task Force to prevent, prepare, and respond to COVID-19 virus by reducing the transmission among employees, maintaining a healthy city work environment, protecting the health and welfare of the citizens and the public at large by using CDC guidelines over the next six months and beyond.

Attachment A is a detailed line item budget categorized by the eligibility standards provided by the federal government. Each proposed line item has been preliminarily approved by a third party entity. COVID-19 line items are categorized into 3 separate groups found below.

- **Category Actual** - Defined as line items expensed by the city during the March through May 31, 2020 window.
- **Category Current** - Defined as line items currently being expensed by the city during the June through August 31, 2020 window.
- **Category Projected** - Defined as line items currently being expensed by the city during September through December 30, 2020 window.

Attachment B consists of the “narratives” and justifications for the budget expenses.

Objectives:

The following Covide-19 planning objectives are:

GUIDELINE ONE:

Medical Expenses

- Assess the specific risks for the citizen, employee and employer.
- Identify sites for quarantine, isolation, and retrofit other alternate care buildings with equipment, technologies for future pandemics.
- Continue to manage the potential for COVID-19 cases in the Pharr Police Department jail.

GUIDELINE TWO:

Public Health Expenses

- Create and maintain a 311 Task Force of Public Health experts to continue citywide action planning for both short- and long-term vision.
- Identify general measures to prevent the spread of disease at work.
- Create a first-of-its-kind Pharr EMS fully equipped response mobile unit.
- Advise the EMS providers (including Hidalgo County Health Department), and other public-facing organizations concerning personal protective equipment.
- Monitor the status of healthcare supplies in the community and assist with strategies to address any shortfalls.

GUIDELINE THREE:

Payroll Expenses

- Hire and sustain personnel.
- Identify job specific modifications and responsibilities.
- Always ensure consistent COVID19 messaging and media system activated.
- Cross-train employees to perform essential functions so the workplace can function in the event key employees are absent.

GUIDELINE FOUR:

Action to facilitate compliance with public health measures

- Ensure City technology systems can adequately support a virtual 311 and EOC environment.
- Establish response protocols in case infections reaches the workplace and community.
- Plan a city continuity in severe conditions when the virus starts to limit operations.
- Publish weekly COVID19 reports for city leadership and Hidalgo County Judge's office, and Hidalgo Health Department.
- Implement flexible worksites (e.g., telework).
- Implement flexible work hours (e.g., staggered shifts).
- Deliver services remotely (e.g., phone, video, or web).
- Develop a strategy for management of COVID-19 cases in populations in assisted living

facilities and other congregate care.

- Develop a strategy for the management of COVID-19 cases in populations experiencing homelessness.
- Coordinate with PSJA Public Schools, Libraries, higher education campuses, and other key partners to define thresholds for closure.

GUIDELINE FIVE:

Provision of economic support in connection with the public health emergency

- Deliver products through curbside pick-up or delivery.
- Provide economic relief packages to both non-profit and private business.
- Monitor continuity impacts to critical infrastructure providers and provide support if needed.
- Work with the community to develop strategies to ensure Pharr's economic resilience if business closures or other financial impacts are encountered.
- Evaluate potential supply chain impacts due to COVID-19 and analyze how these may impact critical supplies and the Pharr's economy.
- Track and quantify impacts to the Pharr's economy from COVID-19 related event cancellations and tourism.
- Evaluate COVID-19 response impacts to City of Pharr operating budget and reserves for future long-term impacts.

GUIDELINE SIX:

Any other COVID-19-related expenses reasonably necessary to the function of government that satisfy the Fund's eligibility

These funds will be used to hire staff, fund overtime, purchase equipment and technology, retrofit alternative care facilities personnel protective equipment (PPE), supplies (i.e., gloves, masks, sanitizer, disinfectant etc.) or other essential materials necessary to conduct COVID-19 response operations at the Pharr 311 Call Center and citywide virus prevention measures.

These would further allow us to forge collaborative relationships with a significant number of law enforcement agencies, cities across multiple disciplines and jurisdictions in the County of Hidalgo Department of Health to better address the needs of combating the COVID-19 a respiratory illness in the community.

Medical Expenses:						
Item	Quantity	Price	Category	Actual or Projected?	Cost (75%)	Cost (25%)
50 KW Portable Generators	2	\$50,000.00	Emergency & Enforcement	Projected	\$100,000.00	*
150 KW Portable Generators	2	\$150,000.00	Emergency & Enforcement	Projected	\$300,000.00	*
500 KW Portable Generators	1	\$500,000.00	Emergency	Projected	\$500,000.00	*
Generator Docking Station	1	\$70,000.00	Emergency	Projected	\$70,000.00	*
Light Towers	10	\$6,000.00	Emergency & Enforcement	Projected	\$60,000.00	*
8-Station ADA Shower Trailer	1	\$110,000.00	Emergency & Enforcement	Projected	\$110,000.00	*
8-Station Shower Trailer	1	\$90,000.00	Emergency & Enforcement	Projected	\$90,000.00	*
10-Station ADA Restroom Trailer	1	\$110,000.00	Emergency & Enforcement	Projected	\$110,000.00	*
10-Station Restroom Trailer	1	\$90,000.00	Emergency & Enforcement	Projected	\$90,000.00	*
10-Station Handwash Trailer	2	\$30,000.00	Emergency & Enforcement	Projected	\$60,000.00	*
Surge Capacity Shelter Portable AC Units	4	\$30,000.00	Emergency & Enforcement	Projected	\$120,000.00	*
7' x 12' Enclosed Trailer	4	\$4,000.00	Emergency & Enforcement	Projected	\$16,000.00	*
1 Ton Crew Cab Trucks	3	\$50,000.00	Emergency & Enforcement	Projected	\$150,000.00	*
24' x 40' Surge Capacity Shelter	2	\$200,000.00	Emergency & Enforcement	Projected	\$400,000.00	*
20' x 40' Portable Tents	6	\$2,000.00	Emergency & Enforcement	Projected	\$12,000.00	*
Decontamination Trailers	2	\$90,000.00	Emergency & Enforcement	Projected	\$180,000.00	*
Mobile Evaluation Thermal Imager	3	\$18,500.00	Emergency	Projected	\$55,500.00	*
Public Health Expenses:						
Item	Quantity	Price	Category	Actual or Projected?	Cost (75%)	Cost (25%)
City Commission Chamber Tech Upgrades	1	\$70,000.00	IT	Projected	\$70,000.00	*
Dynamic Message Boards	5	\$16,000.00	Emergency & Enforcement	Projected	\$80,000.00	*
June - December Monthly Dynamic Message Boards	1	\$324,870.00	Emergency & Enforcement	Projected	\$324,870.00	*
March - May Monthly Dynamic Message Boards (5 units)	1	\$49,559.25	Emergency & Enforcement	Actual	\$49,559.25	*
EMS Transportation - Ambulances (Non-Reserve)	2	\$240,500.00	Emergency & Enforcement	Projected	\$481,000.00	*
EMS Transportation - Ambulances (Reserve)	2	\$230,000.00	Emergency & Enforcement	Projected	\$460,000.00	*
EMS Durable Medical Equipment	4	\$165,000.00	Emergency & Enforcement	Projected	\$660,000.00	*
EMS Disposable Equipment	1	\$181,879.10	Emergency & Enforcement	Projected	\$181,879.10	*
EMS Transportation - Terrain	1	\$69,500.00	Emergency & Enforcement	Projected	\$69,500.00	*
Contact Tracing Compact Cars	5	\$25,000.00	Emergency & Enforcement	Projected	\$125,000.00	*

City of Pharr Coronavirus Relief Fund Proposed Budget
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Contact Tracing Employees	5	\$44,791.40	Emergency & Enforcement	Projected	\$223,957.00	*
HP Laptops for Recovery Center	17	\$813.89	IT	Actual	\$13,836.13	*
Digium Phones for Recovery Center	12	\$213.28	IT	Actual	\$2,559.36	*
Phone licenses for RC	12	\$58.78	IT	Actual	\$705.36	*
Paper and Printer Supplies-RC	1	\$1,955.69	IT	Actual	\$1,955.69	*
MyCivic Mobile 311 App (Oct-Dec)	1	\$7,500.00	IT	Projected	\$7,500.00	*
Payment Kiosks	1	\$90,000.00	IT	Projected	\$90,000.00	*
First Responder COVID Commercial Social Media Boost	1	\$2,000.00	Emergency & Enforcement	Projected	\$2,000.00	*
First Responder COVID Social Media Boost (Recovery Center)	1	\$12,500.00	Emergency & Enforcement	Projected	\$12,500.00	*
First Responder COVID Commercial Production	1	\$13,500.00	Emergency & Enforcement	Actual	\$13,500.00	*
First Responder COVID Commercial TV Buys	1	\$5,000.00	Emergency & Enforcement	Actual	\$5,000.00	*
UTRGV COVID Webinar	1	\$5,142.00	Emergency & Enforcement	Actual	\$5,142.00	*
WiFi Communication Plan, etc.	1	\$3,000,000.00	Emergency & Enforcement	Projected	\$3,000,000.00	*
15-passenger multi-purpose van	1	\$35,840.00	Emergency	Projected	\$35,840.00	*
portable UV lights	1	\$270,000.00	Emergency & Enforcement	Projected	\$270,000.00	*
Microsoft Surface Tablets	17	\$900.00	Emergency & Enforcement	Projected	\$15,300.00	*
Microsoft Signature Type Keyboards	17	\$120.00	Emergency & Enforcement	Projected	\$2,040.00	*
Microsoft Warranty/Support	17	\$85.00	Emergency & Enforcement	Projected	\$1,445.00	*
Microsoft Wireless Display Adapters	17	\$60.00	Emergency & Enforcement	Projected	\$1,020.00	*
Wireless vic tising mm057 Rechargeable mouse	17	\$20.00	Emergency & Enforcement	Projected	\$340.00	*
Wireless vic tising mm057 hard travel case	17	\$10.00	Emergency & Enforcement	Projected	\$170.00	*
SupCase UB Pro Cases	17	\$35.00	Emergency & Enforcement	Projected	\$595.00	*
ASUS MB169b+ Portable Monitors	17	\$200.00	Emergency & Enforcement	Projected	\$3,400.00	*
Custom cut foam Pelican Case	2	\$900.00	Emergency & Enforcement	Projected	\$1,800.00	*
NetOP computer monitoring system	1	\$1,100.00	Emergency & Enforcement	Projected	\$1,100.00	*
CrowdStrike Antivirus	17	\$40.00	Emergency & Enforcement	Projected	\$680.00	*
Custom POD Runner	1	\$30,000.00	Emergency & Enforcement	Projected	\$30,000.00	*
extreme switch	1	\$3,000.00	Emergency & Enforcement	Projected	\$3,000.00	*
aruba ap-505 access point	1	\$700.00	Emergency & Enforcement	Projected	\$700.00	*
All in one Printers	2	\$800.00	Emergency & Enforcement	Projected	\$1,600.00	*
Cambium Antenna	1	\$500.00	Emergency & Enforcement	Projected	\$500.00	*

City of Pharr Coronavirus Relief Fund Proposed Budget
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Cable Drops	20	\$20.00	Emergency & Enforcement	Projected	\$400.00	*
Kramer Video Matrix 8hdm x 8hdm	1	\$4,000.00	Emergency & Enforcement	Projected	\$4,000.00	*
Kramer Via Go	1	\$600.00	Emergency & Enforcement	Projected	\$600.00	*
APEX Portable Radios	24	\$6,000.00	Emergency & Enforcement	Projected	\$144,000.00	*
Custom cut foam Pelican Case	2	\$900.00	Emergency & Enforcement	Projected	\$1,800.00	*
Remount TRU	1	\$100,000.00	Emergency & Enforcement	Projected	\$100,000.00	*
Mobile radios for TRU	6	\$7,500.00	Emergency & Enforcement	Projected	\$45,000.00	*
mounted UV lights	1	\$900.00	Emergency & Enforcement	Projected	\$900.00	*
DECONTAMINATION SOLUTION*	20	\$500.00	Emergency & Enforcement	Projected	\$10,000.00	*
SCBA CARTRIDGE*	75	\$796.00	Emergency & Enforcement	Projected	\$59,700.00	*
DISPOSABLE GLOVES*	60	\$15.00	Emergency & Enforcement	Projected	\$900.00	*
HOODED COVERALLS*	10	\$60.32	Emergency & Enforcement	Projected	\$603.20	*
DECONTAMINATION EQUIPMENT*	4	\$999.99	Emergency & Enforcement	Projected	\$3,999.96	*
LEVEL B SUITS*	8	\$1,000.00	Emergency & Enforcement	Projected	\$8,000.00	*
TYVEX SUITS*	20	\$250.00	Emergency & Enforcement	Projected	\$5,000.00	*
BIOLOGICAL TESTING CARTRIDGES*	2	\$500.00	Emergency & Enforcement	Projected	\$445.16	*
Payroll expenses for employees substantially dedicated to mitigating or responding to the public health emergency:						
Item	Quantity	Price	Category	Actual or Projected?	Cost (75%)	Cost (25%)
Fire Department Actual (Mar-May)	*	*	Payroll/Benefits HR	Actual	\$1,397,597.25	*
Police Department Actual (Mar-May)	*	*	Payroll/Benefits HR	Actual	\$2,181,474.19	*
Communications Actual (Mar-May)	*	*	Payroll/Benefits HR	Actual	\$248,643.15	*
COVID Task Force (Mar-May)	*	*	Payroll/Benefits HR	Actual	\$507,115.07	*
COVID Employee Shift Actual (Mar-May)	*	*	Payroll/Benefits HR	Actual	\$20,027.05	*
Code & Compliance Actual (Mar-May)	*	*	Payroll/Benefits HR	Actual	\$105,371.45	*
IT & Media Actual (Mar-May)	*	*	Payroll/Benefits HR	Actual	\$274,485.39	*
IT & Media Current (Jun-Aug)	*	*	Payroll/Benefits HR	Current	\$291,891.29	*
Grants Actual (Mar-May)	*	*	Payroll/Benefits HR	Actual	\$56,772.03	*
Finance Actual (Mar - May)	*	*	Payroll/Benefits HR	Actual	\$97,231.27	*
Human Resources Actual (Mar-May)	*	*	Payroll/Benefits HR	Actual	\$84,923.30	*
Parks and Recreation Actual (Mar-May) (custodians)	*	*	Payroll/Benefits HR	Actual	\$257,417.08	*
Purchasing Actual (Mar-May)	*	*	Payroll/Benefits HR	Actual	\$52,547.81	*

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COVID Task Force (Administration)	*	*	Payroll/Benefits HR	Projected	\$1,222,884.31	*
COVID Task Force (Administration) (Mar-May)	*	*	Payroll/Benefits HR	Actual	\$507,115.07	*
COVID Task Force (Administration) (Jun-Aug)	*	*	Payroll/Benefits HR	Current	\$537,576.93	*
Parks and Recreation Actual (Jun-Aug) (custodians)	*	*	Payroll/Benefits HR	Current	\$270,893.19	*
Grants Current (Jun-Aug)	*	*	Payroll/Benefits HR	Current	\$61,598.74	*
Action to facilitate compliance with public health measures:						
Item	Quantity	Price	Category	Actual or Projected?	Cost (75%)	Cost (25%)
Emergency Paid Sick Leave & Emergency FMLA	*	*	HR	Actual	\$8,948.10	*
Surface Pro-Online Council Meetings	6	\$1,054.38	IT	Actual	\$6,326.28	*
Surface Pro-Online Council Meetings	1	\$1,050.00	IT	Projected	\$1,050.00	*
Logitech Web Cams for Meetings	10	\$199.99	IT	Projected	\$1,999.90	*
GoToMeeting Online Meeting Subscription	10	\$48.00	IT	Projected	\$480.00	*
Parks Zoom Subscription-Online Classes	8	\$14.99	IT	Projected	\$119.92	*
JotForm-Online Forms-WSP-RC	9	\$39.00	IT	Projected	\$351.00	*
20 Verizon Hotspots for Mobile Employees	9	\$759.80	IT	Projected	\$6,838.20	*
Parks iPad for Telework	1	\$1,348.99	IT	Projected	\$1,348.99	*
Purchasing Laptop for telework	1	\$813.89	IT	Projected	\$813.89	*
HR Surface Pro for telework	1	\$1,054.38	IT	Projected	\$1,054.38	*
Provision of economic support in connection with the public health emergency:						
Item	Quantity	Price	Category	Actual or Projected?	Cost (75%)	Cost (25%)
Individual Assistance (35%)	1	\$1,321,267.03	Community Dev.	Actual	*	\$1,321,267.03
Small Business Relaunch (43%)	1	\$1,495,117.96	Community Dev.	Actual	*	\$1,495,117.96
PPE for Small Business (6%)	1	\$208,621.11	Community Dev.	Actual	*	\$208,621.11
Childcare Assistance (7%)	1	\$243,391.30	Community Dev.	Actual	*	\$243,391.30
Food Pantry Assistance (6%)	1	\$208,621.11	Community Dev.	Actual	*	\$208,621.11
Operating Expenses for Business Recovery Center	1	\$2,787.97	Community Dev.	Actual	*	\$2,787.97
Any other COVID-19-related expenses reasonably necessary to the function of government that satisfy the Fund's eligibility criteria:						
Item	Quantity	Price	Category	Actual or Projected?	Cost (75%)	Cost (25%)
Building/Facilities Assessment	1	\$300,000.00	Emergency	Actual	*	\$300,000.00
Building/Facilities Assessment	1	\$470,000.00	Emergency	Projected	*	\$470,000.00
Consulting Contract: Hollis Rutledge & Associates (Mar-May)	*	*	Admin	Actual	*	\$9,000.00

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Consulting Contract: Pathfinder Consultants (Mar-May)	*	*	Admin	Actual	*	\$18,000.00
Consulting Contract: Hollis Rutledge & Associates (Jun-Aug)	*	*	Admin	Current	*	\$9,000.00
Consulting Contract: Pathfinder Consultants (Jun-Aug)	*	*	Admin	Current	*	\$18,000.00
Consulting Contract: Hollis Rutledge & Associates	*	*	Admin	Projected	*	\$12,000.00
Consulting Contract: Pathfinder Consultants	*	*	Admin	Projected	*	\$24,000.00

BUDGET TOTAL: \$21,603,543.92

Medical Expenses:							
Item	Quantity	Price	*	Category	Actual or Projected?	Cost (75%)	Cost (25%)
50 KW Portable Generators	2	\$50,000.00	*	Emergency & Enforcement	Projected	\$100,000.00	
150 KW Portable Generators	2	\$150,000.00	*	Emergency & Enforcement	Projected	\$300,000.00	
500 KW Portable Generators	1	\$500,000.00	*	Emergency & Enforcement	Projected	\$500,000.00	
Generator Docking Station	1	\$70,000.00	*	Emergency & Enforcement	Projected	\$70,000.00	
Light Towers	10	\$6,000.00	*	Emergency & Enforcement	Projected	\$60,000.00	
8-Station ADA Shower Trailer	1	\$110,000.00	*	Emergency & Enforcement	Projected	\$110,000.00	
8-Station Shower Trailer	1	\$90,000.00	*	Emergency & Enforcement	Projected	\$90,000.00	
10-Station ADA Restroom Trailer	1	\$110,000.00	*	Emergency & Enforcement	Projected	\$110,000.00	
10-Station Restroom Trailer	1	\$90,000.00	*	Emergency & Enforcement	Projected	\$90,000.00	
10-Station Handwash Trailer	2	\$30,000.00	*	Emergency & Enforcement	Projected	\$60,000.00	
Surge Capacity Shelter Portable AC Units	4	\$30,000.00	*	Emergency & Enforcement	Projected	\$60,000.00	
7' x 12' Enclosed Trailer (Surge Capacity Trailer)	4	\$4,000.00	*	Emergency & Enforcement	Projected	\$16,000.00	
1 Ton Crew Cab Trucks	3	\$50,000.00	*	Emergency & Enforcement	Projected	\$150,000.00	
24' x 40' Surge Capacity Trailer	2	\$200,000.00	*	Emergency & Enforcement	Projected	\$400,000.00	
20' x 40' Portable Tents	6	\$2,000.00	*	Emergency & Enforcement	Projected	\$12,000.00	
Decontamination Trailer	2	\$90,000.00	*	Emergency & Enforcement	Projected	\$180,000.00	
NARRATIVE: Per the Army Corps of Engineers (ACE) recommendation, relative to accessibility of surge capacity sites along our interstate highway (Pharr Events Center), this equipment will support the efforts of a surge capacity facility during a COVID-19 secondary outbreak as forecasted by the Center for Disease Control (CDC). Support vehicles to mobilize equipment for surge capacity facilities, portable testing sites along with external devices and units. NOTE: The Surge Capacity Trailer will be used to store all emergency equipment and large units funded by COVID-19. Upon the arrival of a secondary outbreak, the trailer will be equipped and ready to be transported to approved external surge capacity sites like the Pharr Event Center. NOTE: In case of the secondary COVID-19 outbreak, the 1 ton crew cab vehicle would be used to solely transport the surge capacity trailer to approved external surge capacity sites like the Pharr Event Center. Currently, the City of Pharr does not have an additional 1 ton crew cab vehicle to transport a COVID-19 trailer equipped with the needs for an approved surge capacity external site. NOTE: Generators, both portable and immobile, are used to power temporary sites set up for COVID-19 staff who will be working at each surge facility site.							

Mobile Evaluation Thermal Imager	3	\$18,500.00	*	Emergency	Projected	\$55,500.00	
NARRATIVE: The City of Pharr is home to the Pharr Events Center, which hosts several concerts and events. This equipment will ensure that we are taking the necessary precautionary measures to detect anyone with high-grade fever in our venue. The city's police officers, firefighters, and EMS responders, and essential personnel are our front-liners who respond to all emergencies (e.g., natural disasters, terrorism, and pandemics, etc.) They rely on up-to-date technologies, such as the use of mobile thermal cameras in protecting humans. We know that COVID-19, like many other diseases, fever is initially detected among infected patients. We will use this new technology capability to help minimize the spread of the virus by scanning individuals to determine if their temperature is elevated (Fever). If the thermal camera identifies, assess, any potential elevated possible infected patients, we will remove the individuals from the premises, thereby reducing the spread of the COVID9. We will procure these technology using our City of Pharr procurement policies.							

Public Health Expenses:							
Item	Quantity	*	Director	Category	Actual or Projected?	Cost (75%)	Cost (25%)
15-passenger multi-purpose van	1	\$35,840.00	*	Emergency	Projected	\$35,840.00	
portable UV lights	1	\$270,000.00	*	Emergency & Enforcement	Projected	\$270,000.00	
Microsoft Surface Tablets	17	\$900.00	*	Emergency & Enforcement	Projected	\$15,300.00	
Microsoft Signature Type Keyboards	17	\$120.00	*	Emergency & Enforcement	Projected	\$2,040.00	
Microsoft Warranty/Support	17	\$85.00	*	Emergency & Enforcement	Projected	\$1,445.00	
Microsoft Wireless Display Adapters	17	\$60.00	*	Emergency & Enforcement	Projected	\$1,020.00	
Wireless vic tising mm057 Rechargeable mouse	17	\$20.00	*	Emergency & Enforcement	Projected	\$340.00	
Wireless vic tising mm057 hard travel case	17	\$10.00	*	Emergency & Enforcement	Projected	\$170.00	
SupCase UB Pro Cases	17	\$35.00	*	Emergency & Enforcement	Projected	\$595.00	
ASUS MB169b+ Portable Monitors	17	\$200.00	*	Emergency & Enforcement	Projected	\$3,400.00	
Custom cut foam Pelican Case	2	\$900.00	*	Emergency & Enforcement	Projected	\$1,800.00	
NetOP computer monitoring system	1	\$1,100.00	*	Emergency & Enforcement	Projected	\$1,100.00	
CrowdStrike Antivirus	17	\$40.00	*	Emergency & Enforcement	Projected	\$680.00	
Custom POD Runner	1	\$30,000.00	*	Emergency & Enforcement	Projected	\$30,000.00	
extreme switch	1	\$3,000.00	*	Emergency & Enforcement	Projected	\$3,000.00	
aruba ap-505 access point	1	\$700.00	*	Emergency & Enforcement	Projected	\$700.00	
All in one Printers	2	\$800.00	*	Emergency & Enforcement	Projected	\$1,600.00	
Cambium Antenna	1	\$500.00	*	Emergency & Enforcement	Projected	\$500.00	
Cable Drops	20	\$20.00	*	Emergency & Enforcement	Projected	\$400.00	
Kramer Video Matrix 8hdmi x 8hdmi	1	\$4,000.00	*	Emergency & Enforcement	Projected	\$4,000.00	
Kramer Via Go	1	\$600.00	*	Emergency & Enforcement	Projected	\$600.00	
APEX Portable Radios	24	\$6,000.00	*	Emergency & Enforcement	Projected	\$144,000.00	
Custom cut foam Pelican Case	2	\$900.00	*	Emergency & Enforcement	Projected	\$1,800.00	
Remount TRU	1	\$100,000.00	*	Emergency & Enforcement	Projected	\$100,000.00	
Mobile radios for TRU	6	\$7,500.00	*	Emergency & Enforcement	Projected	\$45,000.00	
Mounted UV lights	1	\$900.00	*	Emergency & Enforcement	Projected	\$900.00	
NARRATIVE: Portable Internet Infrastructure, computers, accessories, along with a portable Deployable Command Center are pertinent to deploy COVID-19 Emergency Operations Center operations to alternate locations and to support COVID-19 surge capacity shelters or test facilities. Under the direction of the Army Corps of Engineers, in the scenario that a preliminary Emergency Command Center has been compromised, a secondary temporary site is recommended with essential equipment in place to mitigate a COVID-19 response.							

NOTE:

In reference to the portable UV light request totaled at \$270,000, this line item will be placed at each city building throughout the official pandemic and readily available for future outbreaks. The UV lights are germicidal UV lighting have the ability to destroy pathogens categorized as bacteria or viruses. This lighting has been recently studied and deemed successful causing COVID-19 pathogens to be inactivated.

NOTE:

The usage of the 15-passenger van will assist the COVID-19 efforts in transporting numerous individuals in the case that through contact tracing operations, potential and active hotspots are determined.

DECONTAMINATION SOLUTION*	20	\$500.00	*	Emergency & Enforcement	Projected	\$10,000.00	
SCBA CARTRIDGE*	75	\$796.00	*	Emergency & Enforcement	Projected	\$59,700.00	
DISPOSABLE GLOVES*	60	\$15.00	*	Emergency & Enforcement	Projected	\$900.00	
HOODED COVERALLS*	10	\$60.32	*	Emergency & Enforcement	Projected	\$603.20	
DECONTAMINATION EQUIPMENT*	4	\$999.99	*	Emergency & Enforcement	Projected	\$3,999.96	
LEVEL B SUITS*	8	\$1,000.00	*	Emergency & Enforcement	Projected	\$8,000.00	
TYVEX SUITS*	20	\$250.00	*	Emergency & Enforcement	Projected	\$5,000.00	
BIOLOGICAL TESTING CARTRIDGES*	2	\$500.00	*	Emergency & Enforcement	Projected	\$445.16	

NARRATIVE:

Many of these supplies are used to decontaminate any surfaces or areas (chairs, computers, door handles, tables) and for COVID-19 medical calls, as part of the Personal Protective Equipment (PPE). Each fire station will be equipped with decontamination items to help decontaminate after a COVID-19 response. Other items, like the cartridges will allow to test for any other biological agents at COVID-19 scenes.

NOTE:

Most of the equipment listed here is part of the fires department's PPE and is deemed essential in for the COVID-19 pandemic.

EMS Transportation - Ambulances (Non-Reserve)	2	\$240,500.00	*	Emergency & Enforcement	Projected	\$481,000.00	
EMS Transportation - Ambulances (Reserve)	2	\$230,000.00	*	Emergency & Enforcement	Projected	\$460,000.00	
EMS Durable Medical Equipment	4	\$165,000.00	*	Emergency & Enforcement	Projected	\$660,000.00	
EMS Disposable Equipment	1	\$181,879.10	*	Emergency & Enforcement	Projected	\$181,879.10	
EMS Transportation – Terrain	1	\$69,500.00	*	Emergency & Enforcement	Projected	\$69,500.00	
Contact Tracing Compact Cars	5	\$25,000.00	Danny	Emergency & Enforcement	Projected	\$125,000.00	
Contact Tracing Employees	5	\$44,791.40	Danny	Emergency & Enforcement	Projected	\$223,957.00	

NARRATIVE:

Emergency Medical equipment will be needed to complement Emergency Operations Center that the City of Pharr currently operates. This is to ensure that there is a proactive plan to have EMS readily available for the next COVID-19 outbreak/wave. Each emergency ambulance will be supplied with Rapid Response COVID testing available for not only the patient in question but also the individuals associated in the same household. Ambulances will also be used to transport COVID patients to and from a local hospital or a secure COVID testing facility. Due to the quick ambulance response, the proposed scenario will prompt the activation of the city's contact tracing program for further isolated detection within the city.

NOTE:

In the scenario that each ambulance is active in the city during a COVID-19 outbreak, an additional vehicle is needed fully equipped with medical supplies, and abundance of rapid response COVID-19 testing, readily available to assist each ambulance response team.

HP Laptops for Recovery Center	17	\$813.89	*	IT	Actual	\$13,836.13	
Digium Phones for Recovery Center	12	\$213.28	*	IT	Actual	\$2,559.36	
Phone licenses for RC	12	\$58.78	*	IT	Actual	\$705.36	
Paper and Printer Supplies-RC	1	\$1,955.69	*	IT	Actual	\$1,955.69	

NARRATIVE:

The City of Pharr, after issuing its emergency disaster declaration, swiftly opened it's Business Recovery Center in an effort to provide our local business owners the ability to receive pertinent COVID-19 information. The current operation will also serve as the community hub for all COVID-19 Pharr recovery programs.

City Commission Chamber Tech Upgrades	1	\$70,000.00	*	IT	Projected	\$70,000.00	
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NARRATIVE:

This is needed to help upgrade equipment to help facilitate virtual conferencing during regularly scheduled city commission meetings as well as any other community board meetings that are often held in the chamber. Many meetings were executed remotely due to the shelter at home orders as well as social distancing guidelines from the local, state governments and CDC. In the efforts of COVID-19 prevention and preparation these upgrades are critical to maintain city business in the scenario of a second COVID-19 emergency disaster declaration.

MyCivic Mobile 311 App (Oct-Dec)	1	\$7,500.00	*	IT	Projected	\$7,500.00	
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NARRATIVE: This is a contracted application that is utilized to directly communicate to Pharr residents via text messaging. Messages have been and will continue to be communicated throughout the COVID-19 pandemic. Currently, the city has been able to disperse consistent COVID-19 messaging through the 311 Mobile Application as it relates to COVID-19 city response.

Payment Kiosks	1	\$90,000.00	*	IT	Projected	\$90,000.00	
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NARRATIVE:

In order to practice social distancing per CDC guidelines, kiosks assist residents in paying for their bills/permits. This allows them to deter any human-to-human contact with Pharr personnel as well as other residents wishing to make payments. In the case of another COVID-19 outbreak, the kiosk will continue to serve its intended purpose of drastically limiting social contact and still providing available resources to the community.

WiFi Communication Plan, etc.	1	\$3,000,000.00	*	Emergency & Enforcement	Projected	\$3,000,000.00	
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NARRATIVE:

The city of Pharr has always prioritized the issue of closing the digital divide that exists in our community's poorest colonias/neighborhoods. This digital divide has catapulted to the front and center since the inception of the COVID-19 pandemic, mostly affecting students who do not have the luxury of internet access and connectivity at home, while school districts try to incorporate remote learning. The city of Pharr intends to secure internet access and connectivity to its most underserved area in South Pharr (Las Milpas colonia), ensuring that not only students benefit, but adults and workers who need telework and telehealth capabilities. The priority of the city is to secure and provide the necessary Wi-Fi infrastructure in all dead zones found in the southern part of the city.

NOTE:

The current amount presented accounts for only 25% of the total cost of the city broadband project and reflects a cumulative combination of all internal/external components needed for successful connectivity in each household. The current area in question has a household number of 9,000 rooftops.

Dynamic Message Boards	5	\$16,000.00	*	Emergency & Enforcement	Projected	\$80,000.00	
June - December Monthly Dynamic Message Boards	1	\$324,870.00	*	Emergency & Enforcement	Projected	\$324,870.00	
March - May Monthly Dynamic Message Boards (5 units)	1	\$49,559.25	*	Emergency & Enforcement	Actual	\$49,559.25	

NARRATIVE:

This gives the city ability to deploy message boards along all major thoroughfares in the city for COVID-19 public notifications. These messages include curfew dates and times, stay at home order dates, face protection requirement dates, live safe work safe & shop safe public notification, COVID-19 Recovery Center location dates and time of operation, COVID-19 testing.

NOTE:

The total projected pricing for the months of June-December reflect the hourly rate of each message board activated through the remainder of COVID-19. Due to the city's international port of entry, the additional message boards are vital in areas of critical truck crossings along with secondary city streets categorized as overweight corridors for the 3,000 daily truck congestion transporting north and southbound. If another COVID-19 outbreak is determined, the city will need to react quickly, and the additional message boards will assist the city in mitigating COVID-19 with its trade and commerce daily population.

First Responder COVID Commercial Social Media Boost	1	\$2,000.00	*	Emergency & Enforcement	Projected	\$2,000.00	
First Responder COVID Social Media Boost (Recovery Center)	1	\$12,500.00	*	Emergency & Enforcement	Projected	\$12,500.00	
First Responder COVID Commercial Production	1	\$13,500.00	*	Emergency & Enforcement	Actual	\$13,500.00	
First Responder COVID Commercial TV Buys	1	\$5,000.00	*	Emergency & Enforcement	Actual	\$5,000.00	
UTRGV COVID Webinar	1	\$5,142.00	*	Emergency & Enforcement	Actual	\$5,142.00	

NARRATIVE:

Since the beginning of the COVID-19 pandemic, City leadership has utilized several platforms to communicate important messages to Pharr residents. As the COVID-19 Task Force continues to prepare for a projected secondary outbreak, it has been determined the need to increase the use of social media platforms to encourage social distancing, continued education and outreach, and up to date concrete information.

Payroll expenses for employees substantially dedicated to mitigating or responding to the public health emergency:							
Item	Quantity	Price	*	Category	Actual or Projected?	Cost (75%)	Cost (25%)
Fire Department Actual (Mar-May)	*	*	*	Payroll/Benefits HR	Actual	\$1,397,597.25	
Police Department Actual (Mar-May)	*	*	*	Payroll/Benefits HR	Actual	\$2,181,474.19	
Communications Actual (Mar-May)	*	*	*	Payroll/Benefits HR	Actual	\$248,643.15	
COVID Task Force (Administration) (Mar-May)	*	*	*	Payroll/Benefits HR	Actual	\$507,115.07	
COVID Task Force (Administration)	*	*	*	Payroll/Benefits HR	Projected	\$1,222,884.31	
COVID Task Force (Administration) (Jun-Aug)	*	*	*	Payroll/Benefits HR	Current	\$537,576.93	
COVID Employee Shift Actual (Mar-May)	*	*	*	Payroll/Benefits HR	Actual	\$20,027.05	
Code & Compliance Actual (Mar-May)	*	*	*	Payroll/Benefits HR	Actual	\$105,371.45	
IT & Media Actual (Mar-May)	*	*	*	Payroll/Benefits HR	Actual	\$274,485.39	
IT & Media Current (Jun-Aug)	*	*	*	Payroll/Benefits HR	Current	\$291,891.29	
Grants Actual (Mar-May)	*	*	*	Payroll/Benefits HR	Actual	\$56,772.03	
Finance Actual (Mar - May)	*	*	*	Payroll/Benefits HR	Actual	\$97,231.27	
Human Resources Actual (Mar-May)	*	*	*	Payroll/Benefits HR	Actual	\$84,923.30	-
Parks and Recreation Actual (Mar-May) (custodians)	*	*	*	Payroll/Benefits HR	Actual	\$257,417.08	
Purchasing Actual (Mar-May)	*	*	*	Payroll/Benefits HR	Actual	\$52,547.81	
Parks and Recreation (Jun-Aug) (custodians)	*	*	*	Payroll/Benefits HR	Current	\$270,893.19	
Grants Current (Jun-Aug)	*	*	*	Payroll/Benefits HR	Current	\$61,598.74	
NARRATIVE: Pharr employees were deemed essential during the inception of the COVID-19 pandemic, specifically when local and state officials issued a Shelter-In-Place order for all county-wide (Hidalgo) residents. Each department's role shifted substantially in efforts to mitigate COVID-19. NOTE: Police - The Police Department, deemed essential by the city, assisted with the Shelter-At-Home Enforcement during the Executive Order, by patrolling the streets during curfew and stopping any individuals who were not abiding by the orders set by the city and by the County. PD has also helped on a weekly basis with the food distribution logistics at the Food Bank of the Rio Grande Valley, located in Pharr. With the ongoing pandemic, the department will assist with continued communication, relative to COVID-19 prevention. Fire - As a first responder department, and deemed essential by the city, the Fire Department has been on the front lines of all COVID-19 calls in the city. They have also assisted our Emergency Communications Center with all the COVID-19 training for new employees working at the Center and with COVID-related positions. As we continue to mitigate during this pandemic moving forward, the fire department will							

assist in visiting and communicating with our local businesses relative to the CDC guidelines. With the ongoing pandemic, the this department will also assist (along with PD) with continued communication, relative to COVID-19 prevention.

Communications - The Communications team served as one of the most critically essential departments in the city coordinating and facilitating the set up of the Emergency Operations Center for COVID-19 including: receiving and diverting all emergency calls relating to COVID-19, educating all city departments on CDC protocol, and serving as a direct liaison for the county health department.

COVID-19 Task Force - The taskforce consisted of the City Manager, Assistant City Managers, Government Staff, Human Resources, Emergency, Finance, City Attorney, Grants, Public Works, and IT. Administration and critical department directors were and continue to be tasked mitigating COVID-19 on a daily basis. Critical areas covered by the task force are: daily county and state conference calls, COVID-19 budget mitigation, payroll and benefits policy mitigation, COVID funding pots on all levels of government, connectivity during outbreak and projected, analyzing federal, state, and local emergency disaster orders in place, the distribution of information in all forms, and etc.

Code & Compliance - The C&C team was critical in the Business Work Safe Plan operation for our small business community. The team was in the field daily, observing businesses and determining if small businesses were following emergency disaster protocol.

IT & Media - The team was and continues to be in the field while mitigating COVID through routine media updates, and facilitating a coordinated effort in connecting all city parks and building parking lots. Since the city is one that is not fully connected, many areas are categorized as dead zones therefore effecting special populations such as K-12th students, higher education students, and those teleworking from home. With medical facilities closing their offices, many Pharr constituents continue to not have access to Telemed programs with their doctors.

Grants - The Pharr grants team has shifted its focus from applying for routine grants to now developing a skilled methodology of potential funding pots available to mitigate COVID-19. They have been tasked with applying for potential funding available on all levels of government and briefing the taskforce on the additional funding mechanisms involved under COVID-19.

Finance - This team oversaw the city budget and cautioned the city in COVID-19 expenses as it would have potential ramifications to the existing budget in place. They are tasked with giving up to date fiscal projections to the city's leadership as it relates to COVID-19 and the upcoming city budget season approaching this month.

Human Resources - The team was tasked to analyze and comply with all federal regulations that were enacted for labor in the CARES ACT as it related to employee payroll, benefits, FMLA, sick leave, unemployment etc. Human Resources informed and educated the directors and departments on the federal changes and impact from COVID-19.

Parks & Recreation - All custodians under this department were deemed essential as the provided all cleaning supplies for each department along with increased cleaning schedules in every city building and park.

Purchasing - The department oversaw all COVID-19 related expenses in large ticketed items, city credits cards etc. In the wake of COVID-19 this department had to quickly evaluate COVID-19 that needed to be expedited to through the current process in order to mitigate the city's response to COVID-19.

Action to facilitate compliance with public health measures:							
Item	Quantity	Price	*	Category	Actual or Projected?	Cost (75%)	Cost (25%)
Emergency Paid Sick Leave & Emergency FMLA	*	*	*	HR	Actual	\$8,948.10	
NARRATIVE: Due to federal mandates and guidelines during the COVID-19 pandemic, city of Pharr employees had leave available to them via EPSL and EFMLA for qualifying reasons; such as, care for a child whose school or place of care is closed, or self-quarantine, experiencing symptoms, etc.							

Surface Pro-Online Council Meetings	6	\$1,054.38	*	IT	Actual	\$6,326.28	
Surface Pro-Online Council Meetings	1	\$1,050.00	*	IT	Projected	\$1,050.00	
Logitech Web Cams for Meetings	10	\$199.99	*	IT	Projected	\$1,999.90	
GoToMeeting Online Meeting Subscription	10	\$48.00	*	IT	Projected	\$480.00	
Parks Zoom Subscription-Online Classes	8	\$14.99	*	IT	Projected	\$119.92	
JotForm-Online Forms-WSP-RC	9	\$39.00	*	IT	Projected	\$351.00	
20 Verizon Hotspots for Mobile Employees	9	\$759.80	*	IT	Projected	\$6,838.20	
Parks iPad for Telework	1	\$1,348.99	*	IT	Projected	\$1,348.99	
Purchasing Laptop for telework	1	\$813.89	*	IT	Projected	\$813.89	
HR Surface Pro for telework	1	\$1,054.38	*	IT	Projected	\$1,054.38	
NARRATIVE: Software and hardware were needed and purchased to help facilitate Telework and distance communication for our employees and city commissioners during the COVID-19 pandemic. Prior to COVID-19, the city was not equipped for any potential telework protocols and actions.							

Provision of economic support in connection with the public health emergency:							
Item	Quantity	Price	*	Category	Actual or Projected?	Cost (75%)	Cost (25%)
Individual Assistance (35%)	1	\$1,321,267.03	*	Community Dev.	Actual		\$1,321,267.03
Small Business Relaunch (43%)	1	\$1,495,117.96	*	Community Dev.	Actual		\$1,495,117.96
PPE for Small Business (6%)	1	\$208,621.11	*	Community Dev.	Actual		\$208,621.11
Childcare Assistance (7%)	1	\$243,391.30	*	Community Dev.	Actual		\$243,391.30
Food Pantry Assistance (6%)	1	\$208,621.11	*	Community Dev.	Actual		\$208,621.11
NARRATIVE: During the COVID-19 pandemic, the city of Pharr utilized several avenues to ensure that Pharr residents' needs were/are being addressed. These needs included: • Individual Assistance – Provide up to \$2000 in rent, mortgage or utilities assistance to affected eligible individuals. • Small Business Relaunch – Provide \$5000 relaunch grants to affected small businesses of 25 employees or less. • PPE for Small Business – Supply PPE to small business in “high touch” sectors. • Childcare Assistance – Provide up to 4 months of off-set funding to cover the cost of childcare services enabling parts to return to work. • Food Pantry Assistance – Provide assistance to local food pantries to supply low income areas with daily health food supply							

Operating Expenses for Business Recovery Center	1	\$2,787.97	*	Community Dev.	Actual		\$2,787.97
NARRATIVE: The City of Pharr, after issuing its emergency disaster declaration, swiftly opened it's Business Recovery Center in an effort to provide our local business owners the ability to receive pertinent COVID-19 information.							

Any other COVID-19-related expenses reasonably necessary to the function of government that satisfy the Fund's eligibility criteria:							
Item	Quantity	Price	*	Category	Actual or Projected?	Cost (75%)	Cost (25%)
Building/Facilities Assessment	1	\$300,000.00	*	Emergency	Actual		\$300,000.00
Building/Facilities Assessment	1	\$470,000.00	*	Emergency	Projected		\$470,000.00
NARRATIVE: Structural integrity is a key component in ensuring that COVID-19 operations are running efficiently. Building and facilities assessments are important in determining whether all facilities are structurally-sound and are in compliance with fire code requirements as it would relates to COVID-19 and the potential for a secondary outbreak. This is especially the case when city building facilities are transformed into alternative COVID-19 sites.							

Consulting Contract: Hollis Rutledge & Associates (Mar-May)	*	*	*	Admin	Actual		\$9,000.00
Consulting Contract: Pathfinder Consultants (Mar-May)	*	*	*	Admin	Actual		\$18,000.00
Consulting Contract: Hollis Rutledge & Associates (Jun-Aug)	*	*	*	Admin	Current		\$9,000.00
Consulting Contract: Pathfinder Consultants (Jun-Aug)	*	*	*	Admin	Current		\$18,000.00
Consulting Contract: Hollis Rutledge & Associates	*	*	*	Admin	Projected		\$12,000.00
Consulting Contract: Pathfinder Consultants	*	*	*	Admin	Projected		\$24,000.00
NARRATIVE: The above contracts are routine contracts that assist the city in facilitating areas of grant writing, routine federal and state briefings related to city business during federal and state legislative sessions and interim sessions. Currently, each group resulting in shifting it's current contract objectives to strictly mitigating COVID-19. These groups have aided in, analyzing and deconstructing daily emergency disaster declarations from every level of government, assisting the city in COVID-19 funding eligibility structures, direct contact with state and federal officials as it relates to COVID-19 etc. Due to COVID-19 all city federal and state priorities have been stalled.							



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 3.B.

DATE SUBMITTED: June 9, 2020

MEETING DATE: June 12, 2020

FROM: Hilda Pedraza, City Clerk

DEPARTMENT: Administration

DIRECTOR:

Agenda Item: Discussion with City Commission on future goals, programs and policies of the City of Pharr.

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:

Hilda Pedraza
City Management Office

Created/Initiated - 6/9/2020
Final Approval - 6/9/2020



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 4.A.

DATE SUBMITTED: June 9, 2020

MEETING DATE: June 12, 2020

FROM: Hilda Pedraza, City Clerk

DEPARTMENT: Administration

DIRECTOR:

Agenda Item: Consideration and action, if any, on Sub-recipient agreement with Hidalgo County for CARES Act Funding.

Classification: Regular

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

Exclude Material from Public Packet? No

Reason:

Issue: This item will be review and produced at the meeting

Financial Consideration:

Staff Recommendation:

Alternatives:

ROUTING:

Hilda Pedraza
Patricia Rigney
City Management Office

Created/Initiated - 6/9/2020
Approved - 6/9/2020
New -



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #:

DATE SUBMITTED: June 8, 2020

MEETING DATE: June 12, 2020

FROM: Hilda Pedraza, City Clerk

DEPARTMENT: Administration

DIRECTOR:

Agenda Item: Pursuant to Section 551.071, the Board 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.

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 - 6/8/2020



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #:

DATE SUBMITTED: June 8, 2020

MEETING DATE: June 12, 2020

FROM: Hilda Pedraza, City Clerk

DEPARTMENT: Administration

DIRECTOR:

Agenda Item: Pursuant to Section 551.072, the Board 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.

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 - 6/8/2020



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #:

DATE SUBMITTED: June 8, 2020

MEETING DATE: June 12, 2020

FROM: Hilda Pedraza, City Clerk

DEPARTMENT: Administration

DIRECTOR:

Agenda Item: Pursuant to Section 551.074, the Board 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.

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 - 6/8/2020



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #:

DATE SUBMITTED: June 8, 2020

MEETING DATE: June 12, 2020

FROM: Hilda Pedraza, City Clerk

DEPARTMENT: Administration

DIRECTOR:

Agenda Item: Pursuant to Section 551.076, the Board 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.

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 - 6/8/2020



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #:

DATE SUBMITTED: June 8, 2020

MEETING DATE: June 12, 2020

FROM: Hilda Pedraza, City Clerk

DEPARTMENT: Administration

DIRECTOR:

Agenda Item: Pursuant to Section 551.084, the Board 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.

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 - 6/8/2020



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #:

DATE SUBMITTED: June 8, 2020

MEETING DATE: June 12, 2020

FROM: Hilda Pedraza, City Clerk

DEPARTMENT: Administration

DIRECTOR:

Agenda Item: Pursuant to Section 551.087, the Board 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.

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 - 6/8/2020