



**TAKE NOTICE THAT A REGULAR MEETING OF THE  
PHARR INTERNATIONAL TOLL BRIDGE BOARD  
WILL BE HELD AT THE  
CITY COMMISSIONERS' ROOM  
118 S. CAGE, 2<sup>ND</sup> FLOOR, PHARR, TX  
ON WEDNESDAY, DECEMBER 16, 2020 AT 12:00 PM**

At any time during the course of this meeting the Toll Bridge Board may retire to Executive Session under Texas Government Code § 551 to confer on any subject matter in accordance with the Texas Open Meetings Act.

Should any final action, decision, or vote be required in the opinion of the Board with regard to any item discussed during the closed meeting, then such final action, decision, or vote shall be made during the open meeting covered by this notice upon the reconvening of the public meeting pursuant to Section 551.101 government Code V.T.C.S.

**1. CALL TO ORDER:**

- A) Roll call and possible action on the excusing of any absent member.
- B) Pledge of Allegiance/Invocation. (BRIDGE)

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

- A) Crossings and Revenues Report for November 2020.
- B) Finance Report for November 2020.
- C) Engineer's Report.
- D) Director's Report.

**3. ADMINISTRATIVE:**

- A) Approval of Minutes for November 18, 2020.
- B) Discussion and action, if any, on renewing COMCE Noreste Membership for \$1,490.
- C) Discussion and action, if any, on 2021 National Customer Brokers & Forwarder Association of America Membership for \$810.
- D) Discussion and action, if any, on renewing Camera Services Agreement between the City of Pharr International Bridge and Inmobiliaria Jugas, S.A. de C.V.

AGENDA BRIDGE BOARD MEETING  
December 16, 2020

E) Discussion and action, if any, on advertising in the 2021 NCBFAA Membership Directory for \$2,679.

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

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

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

**6. ADJOURNMENT:**

**NOTICE OF ASSISTANCE AT THE PUBLIC MEETING**

City Hall is a 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 Pharr Bridge Office at (956)402-4660 ext. 6106/6101 or FAX (956)223-2013 or E-Mail [vanessa.guzman@pharr-tx.gov](mailto:vanessa.guzman@pharr-tx.gov) or [cleo.salinas@pharr-tx.gov](mailto:cleo.salinas@pharr-tx.gov) for further information. Braille is not available.

I, the undersigned authority, do certify that the above agenda of said meeting of the Pharr International Bridge Board is a true and correct copy and that said notice was posted on the bulletin board of City Hall and on the City's webpage at [www.pharr-tx.gov](http://www.pharr-tx.gov). The Notice was posted at a place convenient and readily accessible to the general public at all times; that said Notice was posted on the 11th day of December 2020 at 12:00 p.m. and will remain posted continuously for 72 hours preceding the scheduled time of said meeting in compliance with Chapter 551 of the Texas Government Code (Open Meetings Act).

**WITNESS MY HAND AND SEAL, this 11th day of December 2020**



  
HILDA PEDRAZA, TRMC, CMC  
CITY CLERK



## AGENDA MEMORANDUM



**BOARD:** Pharr International Toll Bridge Board

**AGENDA ITEM #:** 2.A.

**DATE SUBMITTED:** December 10, 2020

**MEETING DATE:** December 16, 2020

**FROM:** Vanessa Guzman, Administrative Assistant

**DEPARTMENT:** Bridge

**DIRECTOR:**

**Agenda Item:** Crossings and Revenues Report for November 2020.

**Classification:** Regular

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

**Issue:**

**Project Name:**

**Amount Budgeted:**

**Fiscal Consideration:**

**Staff Recommendation:**

**Alternatives:**

**Exclude Material from Public Packet?** No

**Reason:**

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### ROUTING:

Vanessa Guzman

Created/Initiated - 12/10/2020

**CROSSINGS AND REVENUES  
FOR THE MONTH OF NOVEMBER  
FISCAL YEAR 2020 – 2021**

**a) BRIDGE CROSSINGS**

Crossings for the Pharr International Bridge totaled **92,617** vehicles for the month of November F.Y. 2020-2021, which showed a Decrease of **(5,449)** vehicles or **-5.56%** over the same month in F.Y. 2019-2020.

**b) CAR CROSSINGS**

Car crossings for the Pharr International Bridge totaled **35,957** cars for the month of November F.Y. 2020 – 2021, showing a decrease of **(11,444)** cars or **-24.14%** over the same month in F.Y. 2019 – 2020.

**c) SOUTHBOUND TRUCK CROSSINGS**

Truck crossings totaled **56,660** trucks for the month of November F.Y. 2020-2021, showing an increase of **5,995** trucks or **11.83%** over the same month in F.Y. 2019 - 2020.

**d) TOTAL REVENUES**

Revenues for the Pharr International Bridge totaled **\$1,290,701** dollars for the month of November F.Y. 2020 – 2021

|    |           |                 |
|----|-----------|-----------------|
| \$ | 144,124   | Autos & other   |
| \$ | 1,144,339 | Trucks          |
| \$ | 2,238     | Profit on pesos |
| \$ | 1,290,701 | TOTAL           |

Revenues showed an increase of **\$44,499** or **3.57%** over the same month in F.Y. 2019 – 2020.

**e) NORTHBOUND TRUCKS**

Northbound trucks at the Pharr International Bridge totaled **57,904** trucks for the month of November F.Y. 2020-2021, showing an increase of **4,838** trucks or **9.12%** over the same month in F.Y. 2019-2020.

**SOUTHBOUND TRUCK CROSSINGS SHOWED A DECREASE OF **(-1,244)** TRUCKS FOR THE MONTH OF NOVEMBER, COMPARED TO NORTHBOUND TRUCK CROSSINGS.**

**PHARR INTERNATIONAL BRIDGE  
TOTAL CROSSINGS COMPARISON BY FISCAL YEAR (CARS & TRUCKS)**

|                     | F.Y. 2019–2020   | F.Y. 2020-2021 | GAIN<br>LOSS    |
|---------------------|------------------|----------------|-----------------|
| OCTOBER             | 100,995          | 105,010        | 4,015           |
| <b>NOVEMBER</b>     | <b>98,066</b>    | <b>92,617</b>  | <b>(5,449)</b>  |
| <b>YTD TOTAL</b>    | <b>199,061</b>   | <b>197,627</b> | <b>(-1,434)</b> |
| DECEMBER            | 94,623           |                |                 |
| JANUARY             | 99,930           |                |                 |
| FEBRUARY            | 94,774           |                |                 |
| MARCH               | 91,218           |                |                 |
| APRIL               | 63,947           |                |                 |
| MAY                 | 76,957           |                |                 |
| JUNE                | 86,739           |                |                 |
| JULY                | 88,516           |                |                 |
| AUGUST              | 98,902           |                |                 |
| SEPTEMBER           | 105,199          |                |                 |
| <b>TOTAL CROSS.</b> | <b>1,099,866</b> |                |                 |

- a) VEHICLE CROSSINGS SHOWED A DECREASE OF (-5,449) VEHICLES OR -5.56% OVER THE SAME MONTH IN F.Y. 2019-2020.**
- b) VEHICLE CROSSING SHOWED AN INCREASED OF (-1,434) VEHICLES OR (-0.72%) OVER THE SAME TWO (2) MONTHS IN F.Y.2019- 2020**

**PHARR INTERNATIONAL BRIDGE  
CAR CROSSING COMPARISON BY FISCAL YEAR**

|                  | F.Y. 2019-2020 | F.Y. 2020-2021 | GAIN<br>LOSS     |
|------------------|----------------|----------------|------------------|
| OCTOBER          | 46,694         | 45,618         | (-1,076)         |
| <u>NOVEMBER</u>  | <u>47,401</u>  | <u>35,957</u>  | <u>(-11,444)</u> |
| YTD TOTAL        | 94,095         | 81,575         | (-12,520)        |
| DECEMBER         | 48,405         |                |                  |
| JANUARY          | 44,720         |                |                  |
| FEBRUARY         | 41,743         |                |                  |
| MARCH            | 33,670         |                |                  |
| APRIL            | 19,791         |                |                  |
| MAY              | 27,778         |                |                  |
| JUNE             | 30,291         |                |                  |
| JULY             | 32,289         |                |                  |
| AUGUST           | 39,410         |                |                  |
| SEPTEMBER        | 44,278         |                |                  |
| TOTAL CAR CROSS. | 455,924        |                |                  |

**a) CAR CROSSINGS SHOWED A DECREASE OF (-11,444) CARS OR (-24.14%) OVER THE SAME MONTH IN F.Y. 2019-2020.**

**b) CAR CROSSING SHOWED A DECREASED OF (-12,520) CARS OR (-13.31%) OVER THE TWO (2) MONTH IN F.Y.2019 – 2020**

**PHARR INTERNATIONAL BRIDGE  
TRUCK CROSSING COMPARISON BY FISCAL YEAR**

|                              | F.Y. 2019-2020 | F.Y. 2020-2021 | GAIN<br>LOSS |
|------------------------------|----------------|----------------|--------------|
| OCTOBER                      | 54,301         | 59,392         | 5,091        |
| <u>NOVEMBER</u>              | 50,665         | <u>56,660</u>  | <u>5,995</u> |
| YTD TOTAL                    | 104,966        | 116,052        | 11,086       |
| DECEMBER                     | 46,218         |                |              |
| JANUARY                      | 55,210         |                |              |
| FEBRUARY                     | 53,031         |                |              |
| MARCH                        | 57,548         |                |              |
| APRIL                        | 44,156         |                |              |
| MAY                          | 49,179         |                |              |
| JUNE                         | 56,448         |                |              |
| JULY                         | 56,227         |                |              |
| AUGUST                       | 59,492         |                |              |
| SEPTEMBER                    | 60,921         |                |              |
| TOTAL TRUCK CROSSING 643,396 |                |                |              |

- a) TRUCK CROSSINGS SHOWED AN INCREASE OF 5,995 TRUCKS  
OR 11.83% OVER THE SAME MONTH IN F.Y. 2019-2020
- b) TRUCK CROSSING SHOWED AN INCREASE OF 11,086 TRUCKS  
OR 10.56% OVER THE TWO (2) MONTH IN F.Y. 2019-2020

**PHARR INTERNATIONAL BRIDGE  
NORTHBOUND TRUCK CROSSINGS (FULL, EMPTY & AG.)**

|                         | F.Y.<br>2018-2019 | F.Y.<br>2019-2020 | GAIN<br>LOSS | FULL<br>TRUCKS | EMPTY  | AG<br>TRUCKS | NARP<br>NO INSP. |
|-------------------------|-------------------|-------------------|--------------|----------------|--------|--------------|------------------|
| OCTOBER                 | 58,887            | 62,346            | 3,459        | 42,679         | 19,667 | 16,090       | 8,248            |
| NOVEMBER                | 53,066            | 57,904            | 4,838        | 41,187         | 16,717 | 16,522       | 7,998            |
| DECEMBER                | 48,976            |                   |              |                |        |              |                  |
| JANUARY                 | 58,580            |                   |              |                |        |              |                  |
| FEBRUARY                | 54,534            |                   |              |                |        |              |                  |
| MARCH                   | 58,168            |                   |              |                |        |              |                  |
| APRIL                   | 44,149            |                   |              |                |        |              |                  |
| MAY                     | 49,451            |                   |              |                |        |              |                  |
| JUNE                    | 56,535            |                   |              |                |        |              |                  |
| JULY                    | 55,550            |                   |              |                |        |              |                  |
| AUGUST                  | 59,687            |                   |              |                |        |              |                  |
| SEPTEMBER               | 59,902            |                   |              |                |        |              |                  |
| <b>TOTAL NORTHBOUND</b> | <b>657,485</b>    |                   |              |                |        |              |                  |

Northbound trucks at the Pharr International Bridge totaled **57,904** trucks for the month of November F.Y. 2020-2021, showing an increase of **4,838** trucks or **9.12%** over the same month in F.Y. 2019-2020.

**TRUCK CROSSING SHOWED AN INCREASE OF 8,297 TRUCKS OR 7.41% OVER THE SAME TWO (2) MONTH IN F.Y. 2019-2020.**

**Agriculture trucks at the Pharr International Bridge totaled **16,522** crossings for the month of November representing a **28%** of the imports from Mexico.**

**Agriculture trucks at the Pharr International Bridge Import Lot showed an increase of **1,938** or **13.29%** over the same month in F.Y. 2019-2020.**

**PHARR INTERNATIONAL BRIDGE  
NORTHBOUND & SOUTHBOUND  
TRUCK CROSSING COMPARISON BY FISCAL YEAR**

|                      | F.Y. 2019-2020 | F.Y. 2020-2021 | GAIN<br>LOSS | GAIN %<br>LOSS % |
|----------------------|----------------|----------------|--------------|------------------|
| OCTOBER              | 113,188        | 121,738        | 8,550        | 7%               |
| NOVEMBER             | 103,731        | 114,564        | 10,833       | 10.44%           |
| DECEMBER             |                |                |              |                  |
| JANUARY              |                |                |              |                  |
| FEBRUARY             |                |                |              |                  |
| MARCH                |                |                |              |                  |
| APRIL                |                |                |              |                  |
| MAY                  |                |                |              |                  |
| JUNE                 |                |                |              |                  |
| JULY                 |                |                |              |                  |
| AUGUST               |                |                |              |                  |
| SEPTEMBER            |                |                |              |                  |
| TOTAL TRUCK CROSSING |                |                |              |                  |

a) TRUCK CROSSINGS SHOWED AN INCREASE OF 10,883 TRUCKS OR 10.44% OVER THE SAME MONTH IN F.Y. 2019-2020

**PHARR INTERNATIONAL BRIDGE  
REVENUE COMPARISON BY FISCAL YEAR**

|                   | <b>F.Y. 2019-2020</b> | <b>F.Y. 2020-2021</b> | <b>GAIN<br/>(LOSS)</b> |
|-------------------|-----------------------|-----------------------|------------------------|
| <b>OCTOBER</b>    | <b>\$ 1,274,663</b>   | <b>\$ 1,377,188</b>   | <b>\$ 102,525</b>      |
| <b>NOVEMBER</b>   | <b>\$ 1,246,201</b>   | <b>\$ 1,290,701</b>   | <b>\$ 44,499</b>       |
| <b>YTD TOTAL</b>  | <b>2,520,864</b>      | <b>\$ 2,667,889</b>   | <b>\$ 147,024</b>      |
| <b>DECEMBER</b>   | <b>\$ 1,159,871</b>   |                       |                        |
| <b>JANUARY</b>    | <b>\$ 1,312,020</b>   |                       |                        |
| <b>FEBRUARY</b>   | <b>\$ 1,171,034</b>   |                       |                        |
| <b>MARCH</b>      | <b>\$ 1,271,490</b>   |                       |                        |
| <b>APRIL</b>      | <b>\$ 1,008,023</b>   |                       |                        |
| <b>MAY</b>        | <b>\$ 1,040,423</b>   |                       |                        |
| <b>JUNE</b>       | <b>\$ 1,213,715</b>   |                       |                        |
| <b>JULY</b>       | <b>\$ 1,283,561</b>   |                       |                        |
| <b>AUGUST</b>     | <b>\$ 1,317,085</b>   |                       |                        |
| <b>SEPTEMBER</b>  | <b>\$ 1,438,238</b>   |                       |                        |
| <b>TOTAL REV.</b> | <b>\$ 14,736,325</b>  |                       |                        |

a) **REVENUES SHOWED AN INCREASE OF \$44,499 OR 3.57%  
OVER THE SAME MONTH IN F.Y. 2019-2020.**

b) **REVENUES SHOWED AN INCREASE OF \$147,024 OR 5.83%  
OVER THE SAME TWO (2) MONTHS IN F.Y. 2019 – 2020.**



## AGENDA MEMORANDUM



**BOARD:** Pharr International Toll Bridge Board

**AGENDA ITEM #:** 2.B.

**DATE SUBMITTED:** December 10, 2020

**MEETING DATE:** December 16, 2020

**FROM:** Vanessa Guzman, Administrative Assistant

**DEPARTMENT:** Bridge

**DIRECTOR:**

**Agenda Item:** Finance Report for November 2020.

**Classification:** Regular

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

**Issue:**

**Project Name:**

**Amount Budgeted:**

**Fiscal Consideration:**

**Staff Recommendation:**

**Alternatives:**

**Exclude Material from Public Packet?** No

**Reason:**

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### ROUTING:

Vanessa Guzman

Created/Initiated - 12/10/2020

CITY OF PHARR  
GENERAL LEDGER STATUS REPORT  
NON AUDITED BUDGET VS. ACTUAL  
FOR PERIOD ENDING NOVEMBER, 2020

BRIDGE FUND 70

|                                      | FY 20/21        |                |                   |                   |                   | FY 19/20 --Variance-- |                       |                   |         |
|--------------------------------------|-----------------|----------------|-------------------|-------------------|-------------------|-----------------------|-----------------------|-------------------|---------|
|                                      | ORIGINAL BUDGET | AMENDED BUDGET | Y-T-D ACTUAL      | PERCENT OF BUDGET | BALANCE           | Y-T-D ACTUAL          | Prior FY Y-T-D Actual | Amount            | Percent |
| REVENUES                             |                 |                |                   |                   |                   |                       |                       |                   |         |
| BRIDGE TOLL REVENUES                 | \$ 14,100,000   | \$ 14,100,000  | \$ 2,459,687      | 17%               | \$ (11,640,313)   | \$ 2,459,687          | \$ 2,411,765          | \$ 47,922         | 2%      |
| BRIDGE TOLL REVENUES-SHARE RMA       | -               | -              | 5,125             | 0%                | 5,125             | 5,125                 | 40,087                | (34,961)          | -87%    |
| BRIDGE REVENUE FUND INTEREST EARNED  | 66,200          | 66,200         | 1,134             | 2%                | (65,066)          | 1,134                 | 15,355                | (14,222)          | -93%    |
| PESO EXCHANGE RATE INCOME            | 38,600          | 38,600         | 2,919             | 8%                | (35,681)          | 2,919                 | 4,453                 | (1,534)           | -34%    |
| RENTAL INCOME                        | 210,000         | 210,000        | 36,500            | 17%               | (173,500)         | 36,500                | 35,100                | 1,400             | 4%      |
| FINANCING DEBT FUNDS                 | -               | -              | -                 | 0%                | -                 | -                     | -                     | -                 | 0%      |
| TOTAL REVENUES                       | 14,414,800      | 14,414,800     | 2,505,365         | 17%               | (11,909,435)      | 2,505,365             | 2,506,760             | (1,395)           | 0%      |
| EXPENDITURES                         |                 |                |                   |                   |                   |                       |                       |                   |         |
| PERSONNEL                            | 1,378,100       | 1,378,100      | 145,908           | 11%               | 1,232,192         | 145,908               | 152,302               | 6,395             | 4%      |
| SUPPLIES & MATERIALS                 | 176,000         | 176,000        | 4,928             | 3%                | 171,072           | 4,928                 | 20,620                | 15,692            | 76%     |
| BUILDING & EQUIPMENT                 | 120,000         | 120,000        | -                 | 0%                | 120,000           | -                     | 182,351               | 182,351           | 100%    |
| REPAIRS & MAINTENANCE                | 108,700         | 108,700        | 145               | 0%                | 108,555           | 145                   | 825                   | 680               | 82%     |
| EQUIPMENT RENTALS                    | 5,300           | 5,300          | 617               | 12%               | 4,683             | 617                   | 800                   | 182               | 23%     |
| UTILITIES                            | 75,600          | 75,600         | 536               | 1%                | 75,064            | 536                   | 6,998                 | 6,461             | 92%     |
| VEHICLE USAGE                        | 22,500          | 22,500         | 1,030             | 5%                | 21,470            | 1,030                 | 4,239                 | 3,209             | 76%     |
| INSURANCE                            | 45,000          | 45,000         | 41,348            | 92%               | 3,652             | 41,348                | -                     | (41,348)          | 0%      |
| DEBT SERVICE                         | 1,697,200       | 1,697,200      | 110,963           | 7%                | 1,586,237         | 110,963               | 113,070               | 2,107             | 2%      |
| CONTRACTUAL SERVICES                 | 239,700         | 239,700        | 13,923            | 6%                | 225,777           | 13,923                | 13,972                | 49                | 0%      |
| CONTRACTUAL SERVICES- Bridge Exp     | -               | -              | 122,000           | 0%                | (122,000)         | 122,000               | -                     | (122,000)         | 0%      |
| OTHER CONTRACTUAL & SPECIAL SERVICES | 815,500         | 815,500        | 47,854            | 6%                | 767,646           | 47,854                | 69,229                | 21,375            | 31%     |
| TRANSFERS OUT                        | 9,731,200       | 9,731,200      | 1,621,867         | 17%               | 8,109,333         | 1,621,867             | 1,712,850             | 90,983            | 5%      |
| TOTAL EXPENDITURES                   | 14,414,800      | 14,414,800     | 2,111,120         | 15%               | 12,303,680        | 1,989,120             | 2,277,256             | 288,136           | 13%     |
| REVENUE OVER/(UNDER) EXPENDITURES    | <u>\$ -</u>     | <u>\$ -</u>    | <u>\$ 394,246</u> |                   | <u>\$ 394,246</u> | <u>\$ 516,246</u>     | <u>\$ 229,505</u>     | <u>\$ 286,741</u> |         |



## AGENDA MEMORANDUM



**BOARD:** Pharr International Toll Bridge Board

**AGENDA ITEM #:** 2.C.

**DATE SUBMITTED:** December 9, 2020

**MEETING DATE:** December 16, 2020

**FROM:** Vanessa Guzman, Administrative Assistant

**DEPARTMENT:** Bridge

**DIRECTOR:**

**Agenda Item:** Engineer's Report.

**Classification:** Regular

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

**Issue:** No back-up information needed for this item.

Thank you.

**Project Name:**

**Amount Budgeted:**

**Fiscal Consideration:**

**Staff Recommendation:**

**Alternatives:**

**Exclude Material from Public Packet?** No

**Reason:**

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**ROUTING:**

Vanessa Guzman

Created/Initiated - 12/9/2020



## AGENDA MEMORANDUM



**BOARD:** Pharr International Toll Bridge Board

**AGENDA ITEM #:** 2.D.

**DATE SUBMITTED:** December 9, 2020

**MEETING DATE:** December 16, 2020

**FROM:** Vanessa Guzman, Administrative Assistant

**DEPARTMENT:** Bridge

**DIRECTOR:**

**Agenda Item:** Director's Report.

**Classification:** Regular

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

**Issue:** No back-up information needed for this item.

Thank you.

**Project Name:**

**Amount Budgeted:**

**Fiscal Consideration:**

**Staff Recommendation:**

**Alternatives:**

**Exclude Material from Public Packet?** No

**Reason:**

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**ROUTING:**

Vanessa Guzman

Created/Initiated - 12/9/2020



## AGENDA MEMORANDUM



**BOARD:** Pharr International Toll Bridge Board

**AGENDA ITEM #:** 3.A.

**DATE SUBMITTED:** December 11, 2020

**MEETING DATE:** December 16, 2020

**FROM:** Vanessa Guzman, Administrative Assistant

**DEPARTMENT:** Bridge

**DIRECTOR:**

**Agenda Item:** Approval of Minutes for November 18, 2020.

**Classification:** Regular

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

**Issue:**

**Project Name:**

**Amount Budgeted:**

**Fiscal Consideration:**

**Staff Recommendation:**

**Alternatives:**

**Exclude Material from Public Packet?** No

**Reason:**

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### ROUTING:

Vanessa Guzman

Created/Initiated - 12/11/2020

**REGULAR MEETING  
TOLL BRIDGE BOARD  
HELD ON NOVEMBER 18, 2020, AT 12:00 P.M.  
CITY HALL, 118 S. CAGE BLVD., 2<sup>ND</sup> FLOOR, PHARR, TEXAS**

On the 18th day of November 2020, the Toll Bridge Board met in a regular Bridge Board Meeting. Following is the record of attendance.

**MEMBERS PRESENT:** Edgar Delgadillo, Chairman  
Adalberto Campero, Secretary  
Luis Flores, Member  
Larry Hernandez, Member

**MEMBER ABSENT:** Tony Martinez, Vice-Chairman

**EX-OFFICIO MEMBERS  
PRESENT:** None

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

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

**OTHERS PRESENT:** Ed Wylie, Interim City Manager  
Anali Alaniz, Assistant City Manager  
Patricia Rigney, City Attorney  
Omar Anzaldua, Engineering Department  
Karla Saavedra, Finance Director  
Andy Harvey, Police Chief  
Joel Robles, Asst. Police Chief  
Ignacio Amezcua, Purchasing Director  
Lucio Villagomez, Contract Compliance Officer  
David Moreno, CBP  
Eddie Gutierrez, Financial Consultant  
Hollis Rutledge, Governmental Affairs

There being a quorum established Chairman Edgar Delgadillo called the meeting to order.

## **A. CALL TO ORDER:**

### **ITEM 1 ROLL CALL-EXCUSE ABSENT MEMBERS**

Member Hernandez moved to excuse absent members. Member Flores seconded the motion and when put to a vote, it carried unanimously.

### **ITEM 2 PLEDGE OF ALLEGIANCE/INVOCATIONS**

Luis Bazan, Bridge Director, led in the Pledge of Allegiance and said the prayer.

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

### **ITEM 3 CROSSING AND REVENUES COMPARISON FOR OCTOBER 2020**

Chairman Edgar Delgadillo introduced the item.

Fred Brouwen, Director of Operations, went over the total crossing and revenues report for the month of October 2020. He reported total crossings were 105,010, which was an increase of 4,015 vehicles or 3.98% compared to last year. Mr. Brouwen stated that total crossing for cars were 45,618, which was a decrease of (-1,076) cars or - 2.30% and showed a car crossing compassion from other bridges across the board. Mr. Brouwen further reported the total truck crossings were 59,392, which was an increase of 5,091 trucks or 9.38% increase. Mr. Brouwen then showed a truck crossing compassion from other bridges across the board. Mr. Brouwen further reported northbound crossings were 62,346, which was an increase of 3,459 trucks or 5.87% increase. Mr. Brouwen further stated for the Agriculture for the month of October they had 16,090 trucks, which represents a 26% of all imports from Mexico to the U.S. Lastly, Mr. Brouwen stated total revenue collected for the month of October was \$1,377,188, which shows an increase of \$102,525 or 8.04% in revenues.

Discussion ensued on the crossings.

### **ITEM 4 EXPENDITURES REPORT FOR OCTOER 2020**

Chairman Edgar Delgadillo introduced the item.

Luis Bazan, Bridge Director, stated Karla Saavedra, Finance Director, was in the audience and questions could be entertained at this time.

After a brief discussion, Chairman Edgar Delgadillo moved to the next item.

### **ITEM 5 PROJECT ENGINEER REPORT**

Chairman Edgar Delgadillo introduced the item.

Luis Bazan, Bridge Director, stated Omar Anzaldua, City Engineer, was present and questions on projects could be entertained at this time.

Luis Bazan, Bridge Director, reported on the DAP15 projects. He stated things continue to track well and they continue to have progress meetings. He added that they are a couple of weeks behind due to the weather but were finally able to get all the materials needed inside the port. Omar Anzaldua, City Engineer, stated that another project to report on is the Phase II of the Bridge Administration office.

Luis Bazan, Bridge Director, reported on Phase II of the Bridge Administration office. He stated that Phase II was approved to move forward, which will include some of the lobby area, the entrance area and painting the existing building to match the new part of the building.

After a brief discussion, Chairman Edgar Delgadillo moved to the next item.

## **ITEM 6      DIRECTORS ADMINISTRATIVE REPORT**

Chairman Edgar Delgadillo introduced the item.

Luis Bazan, Bridge Director, reported on CBP. He stated that he would like to give them a big thank you but more importantly a thank you to Mr. David Moreno who will be retiring at the end of November and has been on the force for forty-years and has been a great ally, friend to them and everyone knows him. He added that they have a very good working relationship with him and the rest of the team, so he wanted to say thank you and give the board an opportunity to say thank you as well. Mr. David Moreno, Assistant Port Director for CBP then gave a brief speech to the board and thanked them as well. Chairman Delgadillo then thanked Mr. Moreno for his service and friendship to the Pharr Bridge and the City of Pharr.

Luis Bazan, Bridge Director, reported on his Bridge Weekly report. He stated that there are things he brings up on his weekly report and one of them is the port. He added that they continue to operate as normal unless there is a contingency. He also reported that they are lobbying for additional hours of operation or matching hours of operation in Mexico.

Discussion ensued on the Bridge Weekly report.

Luis Bazan, Bridge Director, reported on BridgeConnect LIVE. He added that this week they are doing a Rewind on Port Hours of Operations. He stated that they are doing this because the trade has asked for it, they are constantly asking what are the hours of operation ever since COVID-19 started, so they want to just keep informing them about the current hours of operation at the Pharr Bridge and the Port of Entry.

After a brief discussion, Chairman Edgar Delgadillo moved to the next item.

**C. ADMINISTRATIVE:**

**ITEM 7      CONSIDERATION AND ACTION ON APPROVAL OF MINUTES-  
OCTOBER 21, 2020.**

Chairman Edgar Delgadillo introduced the items.

Member Flores **moved** to approve the minutes as presented. Member Hernandez seconded the motion and when put to a vote, it carried unanimously.

**ITEM 8      DISCUSSION AND ACTION, IF ANY, ON 2021 UNITED FRESH  
MEMBERSHIP DUES RENEWAL FOR \$1,750.**

Chairman Edgar Delgadillo introduced the items.

Member Flores **moved** to approve. Member Hernandez seconded the motion and when put to a vote, it carried unanimously.

**ITEM 9      DISCUSSION AND ACTION, IF ANY, ON RENEWING THE RIO  
GRANDE VALLEY PARTNERSHIP-CHAMBER OF COMMERCE  
MEMBERSHIP FOR \$2,500.**

Chairman Edgar Delgadillo introduced the items.

Member Hernandez **moved** to approve. Member Flores seconded the motion and when put to a vote, it carried unanimously.

**F. ADJOURNMENT:**

**ITEM 10      ADJOURNMENT**

Member Flores **moved** to adjourn the meeting at 12:25pm. Member Hernandez seconded the motion and when put to a vote, it carried unanimously.

APPROVED AS SUBMITTED:

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EDGAR DELGADILLO, CHAIRMAN

ATTEST:

---

ADALBERTO CAMPERO, SECRETARY

STATE OF TEXAS                    §  
COUNTY OF HIDALGO           §

**CITY OF PHARR**

**§**

**ON THE 18th DAY OF NOVEMBER 2020**, the Toll Bridge Board convened in a Regular Meeting at the Pharr International Bridge, the meeting being open to the public and notice of said meeting, giving the date, place and subject thereof, having been posted to the public and notice of said meeting, given in accordance to Chapter 551, of the Texas Government Code, (Open Meetings Act) and their being present a quorum, **I, VANESSA GUZMAN, BRIDGE ADMINISTRATIVE ASSISTANT**, of the City of Pharr, Texas, certify that this is a true and correct copy of the minutes.

---

VANESSA GUZMAN, BRIDGE  
ADMINISTRATIVE ASSISTANT

DATE APPROVED: \_\_\_\_\_  
Word/C:BoardMeetings/BoardMtgMinutes11-18-20



## AGENDA MEMORANDUM



**BOARD:** Pharr International Toll Bridge Board

**AGENDA ITEM #:** 3.B.

**DATE SUBMITTED:** December 9, 2020

**MEETING DATE:** December 16, 2020

**FROM:** Vanessa Guzman, Administrative Assistant

**DEPARTMENT:** Bridge

**DIRECTOR:**

**Agenda Item:** Discussion and action, if any, on renewing COMCE Noreste Membership for \$1,490.

**Classification:** Regular

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

**Issue:**

**Project Name:**

**Amount Budgeted:**

**Fiscal Consideration:**

**Staff Recommendation:**

**Alternatives:**

**Exclude Material from Public Packet?** No

**Reason:**

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**ROUTING:**

Vanessa Guzman

Created/Initiated - 12/9/2020



Monterrey, N.L. Mexico, November 17, 2020

**Mr. Luis A. Bazan**  
**PHARR International Bridge**

Dear Mr. Bazan:

Thank you in advance for the opportunity to present this renewal proposal of affiliation to COMCE Noreste (Northeast Chapter), for the period December 2020-November 2021:

---

| Membership Type       | Annual Fee  |
|-----------------------|-------------|
| Small Service Company | \$1,490 USD |
| NOTE: Tax Included    |             |

In advance, we would like to offer PHARR INTERNATIONAL BRIDGE the following:

- Linking service with our membership.
  - Recommend your company in our Program “You Can Export” (Tu Puedes Exportar), a service to promote small and medium companies to get involved in international business.
  - Invitation and promotion of a conference or seminar organized by your company.
- 

### **SERVICE PORTFOLIO**

COMCE Noreste is a private non-profit association, with more than 58 years promoting foreign trade, logistics and security in the supply chain of companies of the northeast states of Mexico: Nuevo León, Coahuila, Durango and Tamaulipas. Below are some of the services and benefits of our membership:



### **REPRESENTATION**

Advocate, support and representation of Members at a national and international level before authorities, agencies and institutions in all activities related to foreign trade.

### **DIAGNOSIS OF FOREIGN TRADE**

Physical, detailed and confidential analysis of a company's Foreign Trade operations.

### **CONSUTANCY AND ADVICE ON FOREIGN TRADE**

Advice on laws, regulations, logistics and transportation, customs and fiscal procedures, as well as in programs to support exports such as IMMEX, PROSEC and Regla 8ª, among others.

### **MANAGEMENT AND SUPPORT IN FOREIGN TRADE SERVICES**

Management of procedures and paperwork related to Foreign Trade before government agencies, customs, consulates, embassies and international organizations.

### **CERTIFICATION WITH REGARD TO IVA & IEPS (VAT / Special tax for products and services).**

Allows companies to exempt the payment of IVA and IEPS (100% tax credit) in their temporary import operations under the IMMEX program.

### **MARKET INTELLIGENCE**

Competitive market information to facilitate decision making with real and prompt data.

### **MEXICAN SECURITY SUPPLY CHAIN PROGRAM (CASCEM)**

This Program offers experience in the compliance and maintenance of the official OEA and CTPAT programs in Mexico and the United States.

### **TRAINING AND CERTIFICATION**

Extensive program of courses, seminars, workshops and certifications in Foreign Trade.



### **BUSINESS MEETINGS (B2B)**

Strategic alliances with Authorities and Business Organizations. Linking services among members to promote and strengthen international business.

### **JOB CENTER**

Recruitment of specialized personnel in all areas of Foreign Trade. Psychometric tests, socioeconomic studies and labor research, medical examinations and anti-doping tests

### **BENEFITS OF COMCE NORESTE'S MEMBERSHIP**

- Unlimited advice on Foreign Trade issues, with our specialized consultants by personal contact, e-mail or telephone.
- Diagnosis: Foreign Trade preventive audit.
- Preliminary analysis for OEA and CTPAT Certifications.
- Participation in Working Committees:
  - ✓ Logistics and Customs
  - ✓ International Sales
  - ✓ CASCEM and Security
  - ✓ Strategic Planning
  - ✓ Institutional Relations
  - ✓ Affiliation and Membership

We appreciate your kind attention, for us it is a pleasure to serve you.

Sincerely,

A handwritten signature in black ink, appearing to read "H. Muraira", with a stylized flourish at the end.

Héctor Villarreal Muraira  
C.E.O.



## AGENDA MEMORANDUM



**BOARD:** Pharr International Toll Bridge Board

**AGENDA ITEM #:** 3.C.

**DATE SUBMITTED:** December 9, 2020

**MEETING DATE:** December 16, 2020

**FROM:** Vanessa Guzman, Administrative Assistant

**DEPARTMENT:** Bridge

**DIRECTOR:**

**Agenda Item:** Discussion and action, if any, on 2021 National Customer Brokers & Forwarder Association of America Membership for \$810.

**Classification:** Regular

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

**Issue:**

**Project Name:**

**Amount Budgeted:**

**Fiscal Consideration:**

**Staff Recommendation:**

**Alternatives:**

**Exclude Material from Public Packet?** No

**Reason:**

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**ROUTING:**

Vanessa Guzman

Created/Initiated - 12/9/2020

## Cleo Salinas

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**From:** npainter@ncbfaa.org  
**Sent:** Thursday, November 12, 2020 12:26 PM  
**To:** Cleo Salinas  
**Subject:** NCBFAA Invoice INV-0106529 11/12/2020  
**Attachments:** 106529.pdf

\*\*\*\*\* This is an email from an EXTERNAL source. DO NOT click links or open attachments without positive sender verification of purpose. Never enter USERNAME, PASSWORD or sensitive information on linked pages from this email. \*\*\*\*\*

November 12, 2020

Dear NCBFAA Member:

Please find attached your 2021 dues renewal invoice, payable by December 31, 2020. We are pleased to be keeping NCBFAA's dues the same in 2020 for the fourth year in a row.

As you renew your membership, we invite you to reflect on how NCBFAA helps your company succeed. For example, you have a front row seat and a voice at the table while nonmembers are wondering:

How will the changing political landscape impact our company from 2021-2023? How will the 2020 election affect government agencies and trade? The current federal funding bill expires on December 11. How will we stay connected if there is another government shutdown, ports close, and Congress goes home until January 21, 2021?

Here at NCBFAA we are the eyes, the ears, and the undisputed voice of our industry. Government agencies have us on speed dial to communicate urgent information with customs brokers, freight forwarders, and OTI's – particularly during tumultuous times.

NCBFAA Affiliate membership signals to the world your competence, professionalism, and industry leadership. That's why our Regular members look \*first\* to our Affiliate members for products and services. If you would like more visibility, we invite you to consider:

- Hosting a free webinar on a timely, relevant topic you are expert on
- Submitting a company profile describing your specialties to prospective clients

In short, membership keeps you on the cutting edge, ahead of the competition – and helps you land new clients. We hope you will take a moment now to renew your membership for another year by either:

Paying your invoice online by going to [www.ncbfaa.org](http://www.ncbfaa.org) and logging in with your corporate credentials. Be sure to log in via the link in the upper right hand corner of the website, "Online Payment."

Or sending a check or money order to:

NCBFAA, ATTN: Membership Dues  
1200 18th Street, Suite 901  
Washington, DC 20036

With appreciation for you and all you do for our industry,

Amy Dawson Taggart  
NCBFAA National Membership Director

#### NEW BENEFITS you will enjoy in 2021:

- Webinars: offering the opportunity to highlight your industry expertise, marketed to our full membership (up to 2 per year)
- The Monday Morning e-Brief (MMeB) will have a networking section for Affiliate members to offer their services
- 401K Retirement Solution: significant cost savings, fiduciary support and protection, and third party administration
- A new and improved website which will more efficiently allow you to better serve your clients

#### PROPRIETARY TRADE TOOLS (Free to members; nonmembers pay \$1,000 per year per item)

- NCBFAA Terms & Conditions
- NCBFAA Combined Bill of Lading
- NCBFAA Power of Attorney Forms

Significant DISCOUNTS on first-in-class educational offerings and events (worth hundreds to thousands of dollars per year)

#### INDUSTRY EXPOSURE:

- Regular members seeking new services (or changing vendors) consider our Affiliate members first
- Affiliate members may submit company profiles promoting their services and specialties in our weekly electronic newsletter
- Direct access to current and prospective clients at events frequented by the competition

#### NAVIGATION OF GOVERNMENT AGENCIES and regulations:

- Ongoing communication with CBP and other government agencies before and during the most recent government shut-downs
- Assistance in finding contacts within each agency that can help troubleshoot issues that may arise from a shutdown
- Drafting communications for you to share with your clients to highlight your engagement in keeping their freight flowing
- Ongoing dialogue with CBP, BIS, USDA, FDA, CPSC, and other agencies vital to our industry
- Partnerships with industry leading coalitions, government agencies like ITA, and public/private partnerships that deliver value to you

#### MEMBERSHIP also keeps you COMPETITIVE:

- Time-sensitive industry information and communications regarding recent trade issues
- Current data concerning Covid-19, border shutdowns, and regulatory roller coasters
- NCBFAA's committee network for business advice
- Access to the Member side of the NCBFAA Website
- Listing in our exclusive Membership Directory
- Authorized use of the NCBFAA logo and Member Certificate showing your good standing within the Association and the industry

**NCBFAA**

1200 18th Street, NW, #901, Washington, DC 20036  
Ph: (202) 466-0222 Fax: (202) 466-0226  
www.ncbfaa.org

**Invoice**

**BILL TO:** City of Pharr International Bridge Department  
9900 S. Cage Blvd.  
Pharr TX 78577

**Invoice#:** INV-0106529

**PO #:**

**Processed:** 11/12/2020

**Reference:**

**Status:** Unpaid

**Terms:** NET 30

**REMIT TO:**

NCBFAA  
1200 18th Street, NW, #901  
Washington DC 20036  
Phone: (202) 466-0222  
Fax: (202) 466-0226

**SHIP TO:** City of Pharr International Bridge Department  
9900 S. Cage Blvd.  
Pharr TX 78577

Order Taken By: Nancy Painter

**BALANCE DUE:** \$810.00

| Item                 | Date                | Qty | Price    | Line Price | Net Line | Credits | Tax |
|----------------------|---------------------|-----|----------|------------|----------|---------|-----|
| Affiliate Membership | 1/1/2021-12/31/2021 | 1   | \$810.00 | \$810.00   | \$810.00 | \$0.00  |     |

**Approved**

SubTotal: \$810.00

Tax: \$0.00

Invoice Total: \$810.00

Additional Discount: \$0.00

Received To Date: \$0.00

**Balance Due:** \$810.00

NCBFAA estimates the non-deductible lobbying portion of 2021 membership dues is 9%.

\*\*\*PLEASE REFERENCE INVOICE NUMBER ON REMITTANCE\*\*\*



## AGENDA MEMORANDUM



**BOARD:** Pharr International Toll Bridge Board

**AGENDA ITEM #:** 3.D.

**DATE SUBMITTED:** December 9, 2020

**MEETING DATE:** December 16, 2020

**FROM:** Vanessa Guzman, Administrative Assistant

**DEPARTMENT:** Bridge

**DIRECTOR:**

**Agenda Item:** Discussion and action, if any, on renewing Camera Services Agreement between the City of Pharr International Bridge and Inmobiliaria Jugas, S.A. de C.V.

**Classification:** Regular

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

**Issue:**

**Project Name:**

**Amount Budgeted:**

**Fiscal Consideration:**

**Staff Recommendation:**

**Alternatives:**

**Exclude Material from Public Packet?** No

**Reason:**

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**ROUTING:**

Vanessa Guzman

Created/Initiated - 12/9/2020

## **CAMERA SERVICES AGREEMENT**

**City of Pharr — International Bridge & Inmobiliaria Jugas, S.A. de C.V.**

**PREMISES:** Inmobiliaria Jugas, S.A. de C.V. (Landlord) will lease, to the City of Pharr — International Bridge (Tenant), a 250 square foot office building and the adequate space (space on top of a commercial plaza sign) to install four (4) security cameras, located at the Via Pharr Plaza, Carretera Reynosa a Puente Pharr No. 400 Loc. 18, Reynosa, Tamaulipas, Mexico, 88780.

**EQUIPMENT/CAMERAS/SERVICES:** The four (4) cameras will be provided by the Tenant, and are considered Tenant's Property. Tenant will pay all maintenance fees for the cameras/equipment, including internet.

**TERM:** The agreement term will begin on January 1, 2021 and will terminate on December 31, 2021. This agreement may be terminated by the Tenant at any time with 30 days written notice.

**RENEWAL TERM:** This agreement will automatically renew for an additional period of (12) months, unless either party gives written notice of termination no later than 30 days prior to the end of the term or renewal term. The agreement terms during any such renewal term will be the same as those contained in this agreement.

**TERM PAYMENTS:** Tenant will pay to Landlord monthly installments of \$650.00 (six hundred and fifty dollars USD). Monthly installments will be payable on the 20th day of each month, for a total annual lease of \$7,800.00 (seven thousand eight hundred dollars USD). Landlord must submit an invoice before the 5th day of each month in order for Tenant to process payment.

**TERM EXPIRATION:** At the expiration of the term, if agreed upon by both parties, and if there will be no further one-year terms granted, the Landlord will permit the Tenant to enter the premises and remove the four (4) cameras from the Landlord's property. The four (4) cameras will have to be in as good condition as when delivered to Landlord. Ordinary wear and tear is to be expected.

**POSSESSION:** Landlord promises to place Tenant in peaceful possessions of the office space, and Tenant, by taking possession of the office space, will have acknowledged that the office space is in satisfactory and acceptable condition.

**POSSESSION/ACT OF GOD:** The Tenant will not be held liable in case of a direct or indirect occurrence, such as a severe thunderstorm, hurricane, tornado, flashflood, earthquake, and/or any other natural phenomenon that may cause the office building, the camera space, all wiring, all cabling, all electrical boxes and all outlets to be damaged.

**UTILITIES AND SERVICES:** Landlord will be responsible for all utilities and services incurred in connection with the premises. Landlord will pay the electricity and water, and be responsible for standard maintenance (cleaning, trash pick-up, etc.) to the office space.

**TAXES:** Taxes attributable to the premises or the use of the premises will be allocated as follows:

**REAL ESTATE TAXES:** Landlord will pay real estate taxes and assessments for the premises.

**PERSONAL TAXES:** Landlord will pay all personal taxes and any other charges which may be levied against the premises and which attributable to Tenant's use of the premises, along with all sales and/or use taxes (if any) that may be due in connection with Lease payments.

**TERMINATION UPON SALE OF PREMISES.** Notwithstanding any other provision of this agreement, Landlord may terminate this agreement upon 60 days written notice to Tenant that the premises have been sold.

**SIGNATURE AND NOTICE:** This agreement will be signed by the following parties. No notice under this agreement will be deemed valid unless given or served in writing.

**LANDLORD:**

Inmobiliaria Jugas, S.A. de C.V.

Carretera Reynosa a Puente Pharr No. 400 Loc. 24

Ejido El Guerreño

Reynosa, Tamaulipas, Mex. 88780

**TENANT:**

City of Pharr, Texas

118 S. Cage Blvd

Pharr, Tx. 78577

**LANLORD:**

Inmobiliaria Jugas, S.A. de C.V.

By: \_\_\_\_\_ Date: January \_\_\_\_\_, 2021

Juan Gastelum

CEO

**TENANT:**

City of Pharr, Texas

By: \_\_\_\_\_ Date: January \_\_\_\_\_, 2021

Ambrosio "Amos" Hernandez

Mayor



## AGENDA MEMORANDUM



**BOARD:** Pharr International Toll Bridge Board

**AGENDA ITEM #:** 3.E.

**DATE SUBMITTED:** December 10, 2020

**MEETING DATE:** December 16, 2020

**FROM:** Vanessa Guzman, Administrative Assistant

**DEPARTMENT:** Bridge

**DIRECTOR:**

**Agenda Item:** Discussion and action, if any, on advertising in the 2021 NCBFAA Membership Directory for \$2,679.

**Classification:** Regular

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

**Issue:**

**Project Name:**

**Amount Budgeted:**

**Fiscal Consideration:**

**Staff Recommendation:**

**Alternatives:**

**Exclude Material from Public Packet?** No

**Reason:**

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**ROUTING:**

Vanessa Guzman

Created/Initiated - 12/10/2020

**CONTRACT FOR ADVERTISEMENT**

ADVERTISER &amp; BILLING INFORMATION

**BUSINESS NAME:** City of Pharr International Bridge Department  
**CONTACT NAME:** Vanessa Guzman  
**ADDRESS:** 9900 S. Cage Blvd. Pharr, Texas 78577

**PH #:** (956) 402-4660 **CELL #:** \_\_\_\_\_  
**FX #:** \_\_\_\_\_ **EMAIL:** vanessa.guzman@pharr-tx.gov

**BILLING:** ☐ SAME AS ABOVE **CONTACT NAME:** \_\_\_\_\_  
**ADDRESS:** \_\_\_\_\_  
**PH #:** \_\_\_\_\_ **CELL #:** \_\_\_\_\_  
**FX #:** \_\_\_\_\_ **EMAIL:** \_\_\_\_\_  
**NOTES:** \_\_\_\_\_

OTHER

**SALES LEAD:** Jon **\*\*\*PREFERRED**  
**CONTRACT DATE:** 12-9-2020 **AD LOCATION:** \_\_\_\_\_  
**(FEES APPLY)**

ARTWORK DETAILS

☐ AD CREATION BY E&M\* **(FEES APPLY)** **COLOR:** ☒ YES ☐ NO  
☐ ADVERTISER SUBMITTING ARTWORK **DEADLINE:** \_\_\_\_\_  
☐ NEW FOLDER **(FILES EMAILED IN)** **ADVERTISER STATUS:**  
☐ PAST ☐ NEW ☒ ND: \_\_\_\_\_  
**RUN SAME AD:** ☐ YES ☐ NO **PAST PROOF SENT:** ☒ YES ☐ NO  
☐ RUN SAME AD WITH CHANGES\*\* **(FEES APPLY)** **NOTES:** \_\_\_\_\_  
☐ URGENT - PRINT DATE: \_\_\_\_\_

SIGNATURE REQUIRED

I (advertising company) represent and warrant that the advertisement, articles, content, text, images, pictures and/or logos that I am sending to E&M Consulting, Inc. and/or E&M Management, LLC (E&M) are registered trademarks of my company, and that I am not infringing on any other person's copyright, trademarks, rights of literary property, intellectual property, nor do they violate the rights of privacy of, or libel other persons. If I am placing/listing subdivisions/developments I also represent and warrant that I or my Company own, develop, or represent lots for sale in the development(s)/subdivisions. To participate with an enhanced listing, I understand I or my Company must be an active member with the association/chamber at the time the publication prints. If I am not an active member, I authorize E&M to create an advertisement (if I don't have one already), run an ad in the marketplace section or provide a digital link in replacement of the enhanced listing. I agree to indemnify and hold harmless E&M against any claims, judgments, court costs, attorney's fees and other expenses arising from any alleged or actual breach of these warranties. All advertisers will be sent one proof of their advertisement. All changes on the proof will be final and if the proof copy is resubmitted by fax or mail after the deadline given, the proof changes will not be guaranteed. Proof copies are for error corrections only. Payment is required in advance to guarantee space on this publication. If payment by credit card, I authorize E&M to charge the credit card provided for full payment of all advertisements and listings placed with E&M. Issues of this publication may be archived online indefinitely. The publication sponsor determines the time each publication is archived. Contact E&M to have your ad taken down or revised for a fee.

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

Terms Net 30 days, unless otherwise specified. A finance charge of 1.5% per month (18% annum) will be added to all amounts over 30 days. A \$40 processing charge applies to all International Checks.

**SUBMIT THIS CONTRACT, ARTWORK & FULL PAYMENT PAYABLE TO:**

**E&M Consulting, Inc.** **TF: 800-572-0011**  
 1107 Hazeltine Blvd, Ste #350 **P: 952-448-9920**  
 Chaska, MN 55318 **F: 952-448-9928**  
**www.emconsultinginc.com** **artwork@emconsultinginc.com**

**E&M OFFICE USE ONLY**

**PAYMENT / \$:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**PAYMENT / \$:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**CHECK #:** \_\_\_\_\_

**CC CODE:** \_\_\_\_\_

**CC TRANS:** \_\_\_\_\_

**OP:** 2729 **AD CODE:** \_\_\_\_\_ ☐ UNK ☐ LP ☐ RLP

☒ DIR ☐ POH ☐ NEWM ☐ NMPAST ☐ NMNEW ☐ RPRT

**ADVERTISEMENT COSTS**

| AD SIZE                                       | COST     | *AD CREATION                   | **AD CHANGE                   |
|-----------------------------------------------|----------|--------------------------------|-------------------------------|
| 1/16 PAGE <input type="checkbox"/>            | \$ _____ | <input type="checkbox"/> \$39  | <input type="checkbox"/> \$39 |
| BUSINESS CARD <input type="checkbox"/>        | \$ _____ | <input type="checkbox"/> \$39  | <input type="checkbox"/> \$39 |
| 1/8 PAGE <input type="checkbox"/>             | \$ _____ | <input type="checkbox"/> \$39  | <input type="checkbox"/> \$39 |
| 1/6 PAGE <input type="checkbox"/>             | \$ _____ | <input type="checkbox"/> \$69  | <input type="checkbox"/> \$59 |
| 1/4 PAGE <input type="checkbox"/>             | \$ _____ | <input type="checkbox"/> \$69  | <input type="checkbox"/> \$59 |
| 1/3 PAGE <input type="checkbox"/>             | \$ _____ | <input type="checkbox"/> \$99  | <input type="checkbox"/> \$79 |
| 1/2 PAGE <input type="checkbox"/>             | \$ _____ | <input type="checkbox"/> \$99  | <input type="checkbox"/> \$79 |
| 2/3 PAGE <input type="checkbox"/>             | \$ _____ | <input type="checkbox"/> \$149 | <input type="checkbox"/> \$99 |
| FULL PAGE <input checked="" type="checkbox"/> | \$ 2,679 | <input type="checkbox"/> \$149 | <input type="checkbox"/> \$99 |

ENHANCED LISTING OPTIONS

|                                     |          |
|-------------------------------------|----------|
| BOXED <input type="checkbox"/>      | \$ _____ |
| SHADED <input type="checkbox"/>     | \$ _____ |
| LOGO <input type="checkbox"/>       | \$ _____ |
| LOGO & BIO <input type="checkbox"/> | \$ _____ |
| _____ <input type="checkbox"/>      | \$ _____ |
| _____ <input type="checkbox"/>      | \$ _____ |

**TOTAL FEES & PAYMENT INFORMATION**

**ADVERTISEMENT COST:** \$ 2,679

**\*CREATION / \*\*CHANGE FEE:** \$ \_\_\_\_\_

**\*\*\*PREFERRED AD LOCATION FEE:** \$ \_\_\_\_\_

**OTHER FEES/UPGRADES:** \$ \_\_\_\_\_

**PROCESSING & HANDLING FEE:** \$ comp

**TOTAL AD COST:** \$ 2,679



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## ★ PHARR AHEAD OF THE REST ★

### New Projects/Services Checklist:

- ✓ 2 Northbound Commercial Primary Lanes
- ✓ 2 Northbound Commercial Exit Lanes
- ✓ Gate to Gate/F.A.S.T. Lane
- ✓ Dock Expansion
- ✓ Cold Inspection Facility
- ✓ Regional Ag Training Center & Lab
- ✓ Ag Inspection Overtime Pay
- ✓ New State of the Art Toll System
- ✓ Bridge Building Renovation
- ✓ BridgeConnect Trade Sessions
- ✓ Unified Cargo Processing (UCP)
- ✓ New State of the Art Security Cameras System

### Projects/Services Advantages:

- ★ Improved Safety and Security
- ★ Reduced Border Wait Times
- ★ Increased Capacity
- ★ Process Improvements
- ★ Streamlined Inspections
- ★ Improved Commercial Truck Throughput
- ★ Smart Technologies
- ★ Joint Inspections (U.S. & Mexico)
- ★ Competitive Logistics Network
- ★ Faster Connectivity to Port of Brownsville
- ★ Bi-National Coordination for Expedited Crossings
- ★ Maximum Efficiency



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# ★ PHARR AHEAD OF THE REST ★



## New Projects/Services Checklist:

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Present View



Future View



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## AGENDA MEMORANDUM



**BOARD:** Pharr International Toll Bridge Board

**AGENDA ITEM #:**

**DATE SUBMITTED:** December 9, 2020

**MEETING DATE:** December 16, 2020

**FROM:** Vanessa Guzman, Administrative Assistant

**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.)

**Issue:**

**Project Name:**

**Amount Budgeted:**

**Fiscal Consideration:**

**Staff Recommendation:**

**Alternatives:**

**Exclude Material from Public Packet?** No

**Reason:**

---

**ROUTING:**

Vanessa Guzman

Created/Initiated - 12/9/2020



## AGENDA MEMORANDUM



**BOARD:** Pharr International Toll Bridge Board

**AGENDA ITEM #:**

**DATE SUBMITTED:** December 9, 2020

**MEETING DATE:** December 16, 2020

**FROM:** Vanessa Guzman, Administrative Assistant

**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.)

**Issue:**

**Project Name:**

**Amount Budgeted:**

**Fiscal Consideration:**

**Staff Recommendation:**

**Alternatives:**

**Exclude Material from Public Packet?** No

**Reason:**

---

**ROUTING:**

Vanessa Guzman

Created/Initiated - 12/9/2020



## AGENDA MEMORANDUM



**BOARD:** Pharr International Toll Bridge Board

**AGENDA ITEM #:**

**DATE SUBMITTED:** December 9, 2020

**MEETING DATE:** December 16, 2020

**FROM:** Vanessa Guzman, Administrative Assistant

**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.)

**Issue:**

**Project Name:**

**Amount Budgeted:**

**Fiscal Consideration:**

**Staff Recommendation:**

**Alternatives:**

**Exclude Material from Public Packet?** No

**Reason:**

---

**ROUTING:**

Vanessa Guzman

Created/Initiated - 12/9/2020



## AGENDA MEMORANDUM



**BOARD:** Pharr International Toll Bridge Board

**AGENDA ITEM #:**

**DATE SUBMITTED:** December 9, 2020

**MEETING DATE:** December 16, 2020

**FROM:** Vanessa Guzman, Administrative Assistant

**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.)

**Issue:**

**Project Name:**

**Amount Budgeted:**

**Fiscal Consideration:**

**Staff Recommendation:**

**Alternatives:**

**Exclude Material from Public Packet?** No

**Reason:**

---

**ROUTING:**

Vanessa Guzman

Created/Initiated - 12/9/2020



## AGENDA MEMORANDUM



**BOARD:** Pharr International Toll Bridge Board

**AGENDA ITEM #:**

**DATE SUBMITTED:** December 9, 2020

**MEETING DATE:** December 16, 2020

**FROM:** Vanessa Guzman, Administrative Assistant

**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.)

**Issue:**

**Project Name:**

**Amount Budgeted:**

**Fiscal Consideration:**

**Staff Recommendation:**

**Alternatives:**

**Exclude Material from Public Packet?** No

**Reason:**

---

**ROUTING:**

Vanessa Guzman

Created/Initiated - 12/9/2020



## AGENDA MEMORANDUM



**BOARD:** Pharr International Toll Bridge Board

**AGENDA ITEM #:**

**DATE SUBMITTED:** December 9, 2020

**MEETING DATE:** December 16, 2020

**FROM:** Vanessa Guzman, Administrative Assistant

**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.)

**Issue:**

**Project Name:**

**Amount Budgeted:**

**Fiscal Consideration:**

**Staff Recommendation:**

**Alternatives:**

**Exclude Material from Public Packet?** No

**Reason:**

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**ROUTING:**

Vanessa Guzman

Created/Initiated - 12/9/2020