



**TAKE NOTICE THAT A REGULAR MEETING OF THE
PHARR INTERNATIONAL TOLL BRIDGE BOARD
WILL BE HELD AT THE
CITY COMMISSIONERS' ROOM
118 S. CAGE, 2ND FLOOR, PHARR, TX
ON WEDNESDAY, JANUARY 20, 2021 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.

In accordance with social distancing guidelines, public meetings will be held in a manner intended to separate, to the maximum practical extent, audience and presenters from personal contact with members of community, city staff, and city council. The meeting will be held via videoconference and broadcast at <http://www.pharr-tx.gov>

1. CALL TO ORDER:

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

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 December 2020.
- B) Director's Report.
- C) Finance Report for December 2020.
- D) Engineer's Report.

3. ADMINISTRATIVE:

- A) Approval of Minutes for December 16, 2020.
- B) Discussion and action, if any, on advertising with the Rio Grande Guardian for \$11,000 (Two payments of \$5,500).
- C) Discussion and action, if any, on approving quote for Virtual Animation Video for Bridge Expansion Project.

AGENDA BRIDGE BOARD MEETING
January 20, 2021

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 or 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. 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 15th day of January 2021 at 2:30 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 15th day of January 2021



HILDA PEDRAZA, TRMC, CMC
CITY CLERK



AGENDA MEMORANDUM



BOARD: Pharr International Toll Bridge Board

AGENDA ITEM #: 2.A.

DATE SUBMITTED: January 14, 2021

MEETING DATE: January 20, 2021

FROM: Vanessa Guzman, Administrative Assistant

DEPARTMENT: Bridge

DIRECTOR:

Agenda Item: Crossings and Revenues Report for December 2020.

Classification: Regular

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

Issue:

Fiscal Consideration:

Staff Recommendation:

Alternatives:

Exclude Material from Public Packet? No

Reason:

ROUTING:

Vanessa Guzman

Created/Initiated - 1/14/2021

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

a) BRIDGE CROSSINGS

Crossings for the Pharr International Bridge totaled **107,179** vehicles for the month of December F.Y. 2020-2021, which showed an increase of **12,556** vehicles or **13.27%** over the same month in F.Y. 2019-2020.

b) CAR CROSSINGS

Car crossings for the Pharr International Bridge totaled **50,008** cars for the month of December F.Y. 2020 – 2021, showing an increase of **1,603** cars or **3.31%** over the same month in F.Y. 2019 – 2020.

c) SOUTHBOUND TRUCK CROSSINGS

Truck crossings totaled **57,171** trucks for the month of December F.Y. 2020-2021, showing an increase of **10,953** trucks or **23.70%** over the same month in F.Y. 2019 - 2020.

d) TOTAL REVENUES

Revenues for the Pharr International Bridge totaled **\$1,437,554** dollars for the month of December F.Y. 2020 – 2021

\$	199,952 Autos & other
\$	1,234,502 Trucks
\$	<u>3,100 Profit on pesos</u>
\$	1,437,554 TOTAL

Revenues showed an increase of **\$277,683** or **23.94%** over the same month in F.Y. 2019 – 2020.

e) NORTHBOUND TRUCKS

Northbound trucks at the Pharr International Bridge totaled **56,949** trucks for the month of December F.Y. 2020-2021, showing an increase of **7,973** trucks or **16.28%** over the same month in F.Y. 2019-2020.

SOUTHBOUND TRUCK CROSSINGS SHOWED AN INCREASE OF 222 TRUCKS FOR THE MONTH OF DECEMBER, 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 LOSS
OCTOBER	100,995	105,010	4,015
NOVEMBER	98,066	92,617	(5,449)
<u>DECEMBER</u>	94,623	<u>107,179</u>	<u>12,556</u>
YTD TOTAL	293,684	304,806	11,122
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		
TOTAL CROSS.	1,099,866		

- a) VEHICLE CROSSINGS SHOWED AN INCREASE OF 12,556 VEHICLES OR 13.27% OVER THE SAME MONTH IN F.Y. 2019-2020.
- b) VEHICLE CROSSING SHOWED AN INCREASED OF 11,122 VEHICLES OR 3.79% OVER THE SAME THREE (3) MONTHS IN F.Y.2019- 2020

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

	F.Y. 2019-2020	F.Y. 2020-2021	GAIN LOSS
OCTOBER	46,694	45,618	(-1,076)
NOVEMBER	47,401	35,957	(-11,444)
DECEMBER	48,405	50,008	1,603
YTD TOTAL	142,500	131,583	(-10,917)
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 AN INCREASE OF 1,603 CARS OR 3.31% OVER THE SAME MONTH IN F.Y. 2019-2020.

b) CAR CROSSING SHOWED A DECREASED OF (-10,917) CARS OR (-7.66%) OVER THE THREE (3) MONTH IN F.Y.2019 – 2020

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

	F.Y. 2019-2020	F.Y. 2020-2021	GAIN LOSS
OCTOBER	54,301	59,392	5,091
NOVEMBER	50,665	56,660	5,995
DECEMBER	46,218	57,171	10,953
YTD TOTAL	151,184	173,223	22,039
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 10,953 TRUCKS OR 23.70% OVER THE SAME MONTH IN F.Y. 2019-2020**
- b) **TRUCK CROSSING SHOWED AN INCREASE OF 22,039 TRUCKS OR 14.58% OVER THE THREE (3) MONTH IN F.Y. 2019-2020**

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

	F.Y. 2019-2020	F.Y. 2020-2021	GAIN LOSS	FULL TRUCKS	EMPTY	AG TRUCKS	NARP 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	56,949	7,973	39,124	17,825	16,902	8,994
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						
TOTAL NORTHBOUND	657,485						

Northbound trucks at the Pharr International Bridge totaled **56,949** trucks for the month of December F.Y. 2020-2021, showing an increase of **7,973** trucks or **16.28%** over the same month in F.Y. 2019-2020.

TRUCK CROSSING SHOWED AN INCREASE OF 16,270 TRUCKS OR 10.11% OVER THE SAME THREE (3) MONTH IN F.Y. 2019-2020.

Agriculture trucks at the Pharr International Bridge totaled **16,902 crossings for the month of December representing a **30%** of the imports from Mexico.**

Agriculture trucks at the Pharr International Bridge Import Lot showed an increase of **2,275 or **15.55%** 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 LOSS	GAIN % LOSS %
OCTOBER	113,188	121,738	8,550	7 %
NOVEMBER	103,731	114,564	10,833	10.44%
DECEMBER	95,194	114,120	18,926	19.88%
JANUARY				
FEBRUARY				
MARCH				
APRIL				
MAY				
JUNE				
JULY				
AUGUST				
SEPTEMBER				
TOTAL TRUCK CROSSING				

a) TRUCK CROSSINGS SHOWED AN INCREASE OF 18,926 TRUCKS OR 19.88% OVER THE SAME MONTH IN F.Y. 2019-2020

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

	F.Y. 2019-2020	F.Y. 2020-2021	GAIN (LOSS)
OCTOBER	\$ 1,274,663	\$ 1,377,188	\$ 102,525
NOVEMBER	\$ 1,246,201	\$ 1,290,701	\$ 44,499
<u>DECEMBER</u>	\$ 1,159,871	\$ 1,437,554	\$ 277,683
YTD TOTAL	\$ 3,680,735	\$ 4,105,443	\$ 424,707
JANUARY	\$ 1,312,020		
FEBRUARY	\$ 1,171,034		
MARCH	\$ 1,271,490		
APRIL	\$ 1,008,023		
MAY	\$ 1,040,423		
JUNE	\$ 1,213,715		
JULY	\$ 1,283,561		
AUGUST	\$ 1,317,085		
SEPTEMBER	\$ 1,438,238		
TOTAL REV.	\$ 14,736,325		

a) REVENUES SHOWED AN INCREASE OF **\$277,683** OR **23.94%**
OVER THE SAME MONTH IN F.Y. 2019-2020.

b) REVENUES SHOWED AN INCREASE OF **\$424,707** OR **11.54%**
OVER THE SAME THREE (3) MONTHS IN F.Y. 2019 – 2020.



AGENDA MEMORANDUM



BOARD: Pharr International Toll Bridge Board

AGENDA ITEM #: 2.B.

DATE SUBMITTED: January 14, 2021

MEETING DATE: January 20, 2021

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.

Fiscal Consideration:

Staff Recommendation:

Alternatives:

Exclude Material from Public Packet? No

Reason:

ROUTING:

Vanessa Guzman

Created/Initiated - 1/14/2021



AGENDA MEMORANDUM



BOARD: Pharr International Toll Bridge Board

AGENDA ITEM #: 2.C.

DATE SUBMITTED: January 14, 2021

MEETING DATE: January 20, 2021

FROM: Vanessa Guzman, Administrative Assistant

DEPARTMENT: Bridge

DIRECTOR:

Agenda Item: Finance Report for December 2020.

Classification: Regular

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

Issue:

Fiscal Consideration:

Staff Recommendation:

Alternatives:

Exclude Material from Public Packet? No

Reason:

ROUTING:

Vanessa Guzman

Created/Initiated - 1/14/2021

CITY OF PHARR
GENERAL LEDGER STATUS REPORT
NON AUDITED BUDGET VS. ACTUAL
FOR PERIOD ENDING DECEMBER 31, 2020

BRIDGE FUND 70

	FY 20/21							FY 19/20 --Variance--			
	ORIGINAL BUDGET	AMENDED BUDGET	AMOUNTS PER GENERAL LEDGER	ADJUSTMENTS	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	3,750,462	-	\$ 3,750,462	27%	\$ (10,349,538)	\$ 3,750,462	\$ 3,461,980	\$ 288,482	8%
BRIDGE TOLL REVENUES-SHARE RMA	-	-	9,197	-	9,197	0%	9,197	9,197	47,299	(38,102)	-81%
BRIDGE REVENUE FUND INTEREST EARNED	66,200	66,200	3,582	-	3,582	5%	(62,618)	3,582	21,379	(17,797)	-83%
PESO EXCHANGE RATE INCOME	38,600	38,600	6,020	-	6,020	16%	(32,580)	6,020	7,051	(1,031)	-15%
RENTAL INCOME	210,000	210,000	55,300	-	55,300	26%	(154,700)	55,300	52,650	2,650	5%
TRANSFER IN-GF	-	-	-	-	-	0%	-	-	-	-	0%
FINANCING DEBT FUNDS	-	-	-	-	-	0%	-	-	-	-	0%
TOTAL REVENUES	14,414,800	14,414,800	3,824,560	-	3,824,560	27%	(10,590,240)	3,824,560	3,590,358	234,202	7%
EXPENDITURES											
PERSONNEL	1,378,100	1,378,100	281,389	-	281,389	20%	1,096,711	281,389	275,463	(5,926)	-2%
SUPPLIES & MATERIALS	176,000	176,000	28,628	-	28,628	16%	147,372	28,628	33,474	4,846	14%
BUILDING & EQUIPMENT	120,000	120,000	26,862	-	26,862	22%	93,138	26,862	36,953	10,090	27%
REPAIRS & MAINTENANCE	108,700	108,700	2,655	-	2,655	2%	106,045	2,655	1,112	(1,544)	-139%
EQUIPMENT RENTALS	5,300	5,300	1,505	-	1,505	28%	3,795	1,505	1,047	(458)	-44%
UTILITIES	75,600	75,600	12,552	-	12,552	17%	63,048	12,552	12,421	(131)	-1%
VEHICLE USAGE	22,500	22,500	1,680	-	1,680	7%	20,820	1,680	5,926	4,246	72%
INSURANCE	45,000	45,000	41,348	-	41,348	92%	3,652	41,348	-	(41,348)	0%
DEBT SERVICE	1,697,200	1,697,200	260,720	-	260,720	15%	1,436,480	260,720	191,130	(69,590)	-36%
CONTRACTUAL SERVICES	239,700	239,700	23,048	-	23,048	10%	216,652	23,048	22,359	(689)	-3%
CONTRACTUAL SERVICES- Bridge Exp	-	-	464,452	-	464,452	0%	(464,452)	464,452	237,000	(227,452)	-96%
OTHER CONTRACTUAL & SPECIAL SERVICES	815,500	815,500	128,856	-	128,856	16%	686,644	128,856	152,136	23,281	15%
TRANSFERS OUT	9,731,200	9,731,200	2,432,800	-	2,432,800	25%	7,298,400	2,432,800	2,569,275	136,475	5%
TOTAL EXPENDITURES	14,414,800	14,414,800	3,706,495	-	3,706,495	26%	10,708,305	3,242,043	3,301,295	59,252	2%
REVENUE OVER/(UNDER) EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 118,065</u>		<u>\$ 118,065</u>		<u>\$ 118,065</u>	<u>\$ 582,517</u>	<u>\$ 289,064</u>	<u>\$ 293,453</u>	



AGENDA MEMORANDUM



BOARD: Pharr International Toll Bridge Board

AGENDA ITEM #: 2.D.

DATE SUBMITTED: January 14, 2021

MEETING DATE: January 20, 2021

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.

Fiscal Consideration:

Staff Recommendation:

Alternatives:

Exclude Material from Public Packet? No

Reason:

ROUTING:

Vanessa Guzman

Created/Initiated - 1/14/2021



AGENDA MEMORANDUM



BOARD: Pharr International Toll Bridge Board

AGENDA ITEM #: 3.A.

DATE SUBMITTED: January 14, 2021

MEETING DATE: January 20, 2021

FROM: Vanessa Guzman, Administrative Assistant

DEPARTMENT: Bridge

DIRECTOR:

Agenda Item: Approval of Minutes for December 16, 2020.

Classification: Regular

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

Issue:

Fiscal Consideration:

Staff Recommendation:

Alternatives:

Exclude Material from Public Packet? No

Reason:

ROUTING:

Vanessa Guzman

Created/Initiated - 1/14/2021

**REGULAR MEETING
TOLL BRIDGE BOARD
HELD ON DECEMBER 16, 2020, AT 12:00 P.M.
CITY HALL, 118 S. CAGE BLVD., 2ND FLOOR, PHARR, TEXAS**

On the 16th day of December 2020, the Toll Bridge Board met in a regular Bridge Board Meeting. Following is the record of attendance.

MEMBERS PRESENT: Edgar Delgadillo, Chairman
Tony Martinez, Vice-Chairman
Adalberto Campero, Secretary
Luis Flores, Member
Larry Hernandez, Member

MEMBER ABSENT: None

**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

OTHERS PRESENT: Ed Wylie, Interim City Manager
Anali Alaniz, Assistant City Manager
Hilda Pedraza, Asst. City Manager/City Clerk
Patricia Rigney, City Attorney
Daniel Gonzalez, Asst. 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 John Gonzalez, CBP
Ezequiel Ordonez, Mexico Liaison

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

A. CALL TO ORDER:

ITEM 1 ROLL CALL-EXCUSE ABSENT MEMBERS

Chairman Delgadillo called the meeting to order. All members were present during roll call except Vice-Chairman Martinez who arrived at 12:06pm.

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 NOVEMBER 2020

Chairman Edgar Delgadillo introduced the item.

Fred Brouwen, Director of Operations, went over the total crossing and revenues report for the month of November 2020. He reported total crossings were 92,617, which was a decrease of (-5,449) vehicles or -5.56% compared to last year. Mr. Brouwen stated that total crossing for cars were 35,957, which was a decrease of (-11,444) cars or -24.14% and showed a car crossing compassion from other bridges across the board. Mr. Brouwen further reported the total truck crossings were 56,660, which was an increase of 5,995 trucks or 11.83% increase. Mr. Brouwen then showed a truck crossing compassion from other bridges across the board. Mr. Brouwen further reported northbound crossings were 57,904, which was an increase of 4,838 trucks or 9.12% increase. Mr. Brouwen further stated for the Agriculture for the month of November they had 16,522 trucks, which represents a 28% of all imports from Mexico to the U.S. Lastly, Mr. Brouwen stated total revenue collected for the month of November was \$1,290,701, which shows an increase of \$44,499 or 3.57% in revenues.

Discussion ensued on the crossings.

ITEM 4 EXPENDITURES REPORT FOR NOVEMBER 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 progress continues. He added that he sends a weekly report and there have not been any changes. Omar Anzaldua, City Engineer, then reported more in detail on the DAP15 Project and future plans.

Luis Bazan, Bridge Director, reported on the DAP16 projects. He stated that they need an Advance Funding Agreement for the Ag Lab, everything else is fully funded but that is a process that is in motion right now.

Luis Bazan, Bridge Director, reported on the Office Expansion project. He stated that the contractors are revising the contract for approval which will then go to legal for final review and then engineering will give the notice to proceed. He added that that is where they are at with the Phase II Office Expansion project.

Luis Bazan, Bridge Director, reported on the Bridge Expansion project. He stated it is being fast-tracked and he has very encouraging news but will not go over that right now till they get further word from Washington, D.C., but he will be happy to report on that next month.

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 Trade. He stated that when you look at the overall value of produce trade coming in through Pharr, out of the \$36 billion dollars in trade that they do with all their sectors, about 65% of that currently is produce from the entire year. He added once it is all calculated and they get the trade numbers for next years, which is going to 2020 numbers, they should be probably trending at about 65%-70% of the nation's produce crossing through the Pharr Bridge.

Luis Bazan, Bridge Director, reported on Pilot Program. He stated that on Secretary Campero question, they have looked at what Laredo is doing on Pilot Programs. He then began to explain how Laredo is doing the Pilot Program. He added that he always likes to back track and show them what they have done in the past to high light some of the Pilot Programs that they have started. He reported that last year they did the Empties Pilot Program. He then began to explain in detail the Empties Pilot Program. He also reported that the next potential program that they are looking at is an Inbond Certified Lane. He stated that there are two different sets of projects, one that is already in the works and is about 75% and has been submitted to GSA for further

review. He added that there is another one that they have been talking about for the last couple of weeks and this is something that came about from discussions with CBP and their stakeholder, and they also met with their contractor for the DAP15 Project. He reported that one of the things that they were looking at is that they have the CT-PAT Lane at the bridge which is Lane I at the primaries, and only have two lanes coming off of the bridge. He added that there is an area there where they can do a quick curve to make it three lanes instead of two coming off of the bridge. He stated that would help alleviate about 95-100 trucks per lane. He then explained where this idea came from due to the DAP15 Project, as well as other solutions. Several discussions then took place regarding the trucks on the bridge. At this time, Luis Bazan, Bridge Director, called upon Edgar Zamorano, from CANACAR, to give a brief presentation on solutions to get trucks through and off the bridge.

Edgar Zamorano, from CANACAR, gave an update to the board on solutions to get trucks through and off the bridge.

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

C. ADMINISTRATIVE:

ITEM 7 CONSIDERATION AND ACTION ON APPROVAL OF MINUTES- NOVEMBER 18, 2020.

Chairman Edgar Delgadillo introduced the items.

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

ITEM 8 DISCUSSION AND ACTION, IF ANY, ON RENEWING COMCE NORESTE MEMBERSHIP FOR \$1,490.

Chairman Edgar Delgadillo introduced the items.

Member Flores **moved** to approve. Vice-Chairman Martinez seconded the motion and when put to a vote, it carried unanimously.

ITEM 9 DISCUSSION AND ACTION, IF ANY, ON 2021 NATIONAL CUSTOMS BROKERS & FORWARDERS ASSOCIATION OF AMERICA MEMBERSHIP FOR \$810.

Chairman Edgar Delgadillo introduced the items.

Vice-Chairman Martinez **moved** to approve. Member Hernandez seconded the motion and when put to a vote, it carried unanimously.

ITEM 10 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.**

Chairman Edgar Delgadillo introduced the items.

Member Flores **moved** to approve. Vice-Chairman Martinez seconded the motion and when put to a vote, it carried unanimously.

**ITEM 11 DISCUSSION AND ACTION, IF ANY, ON ADVERTISING IN THE 2021
NCBFAA MEMBERSHIP DIRECTORY FOR \$2,679.**

Chairman Edgar Delgadillo introduced the items.

Vice-Chairman Martinez **moved** to approve. Secretary Campero seconded the motion and when put to a vote, it carried unanimously.

F. ADJOURNMENT:

ITEM 10 ADJOURNMENT

Vice-Chairman Martinez **moved** to adjourn the meeting at 1:00pm. Member Flores seconded the motion and when put to a vote, it carried unanimously.

APPROVED AS SUBMITTED:

EDGAR DELGADILLO, CHAIRMAN

ATTEST:

ADALBERTO CAMPERO, SECRETARY

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

ON THE 16th DAY OF DECEMBER 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/BoardMtgMinutes12-16-20



AGENDA MEMORANDUM



BOARD: Pharr International Toll Bridge Board

AGENDA ITEM #: 3.B.

DATE SUBMITTED: January 14, 2021

MEETING DATE: January 20, 2021

FROM: Vanessa Guzman, Administrative Assistant

DEPARTMENT: Bridge

DIRECTOR:

Agenda Item: Discussion and action, if any, on advertising with the Rio Grande Guardian for \$11,000 (Two payments of \$5,500).

Classification: Regular

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

Issue:

Fiscal Consideration:

Staff Recommendation:

Alternatives:

Exclude Material from Public Packet? No

Reason:

ROUTING:

Vanessa Guzman

Created/Initiated - 1/14/2021

Rio Grande

GUARDIAN

International News Service

PO Box 5057, McAllen, Texas 78502

Ad Buy Proposal

Date: January 11, 2021

Client: **Pharr International Bridge Board**
c/o Luis Bazan and Vanessa Guzman
Email: luis.bazan@pharr-tx.gov and vanessa.guzman@pharr-tx.gov

Promotion: Promoting Pharr International Bridge on all Rio Grande Guardian (RGG) digital platforms

Period: 9 Months (Jan.-Sept. 2021)

Package: FOUR ads running in heavy rotation on home and inside pages, 24/7; (Size of ads in pixels: Right Sidebar: 900 wide x 750 deep; Long Footer, Before Main Content, After Main Content: 2,400 wide x 270 deep;)

TWELVE Livestreams/Zoom Conversations/Podcasts (one per month)
SIX Videos (produced by client) running on home page of RGG
SIX Guest Columns running in Border Business section of RGG
ALL News Releases running in Sponsored Content section of RGG

Investment: \$11,000

Terms: Two payments of \$5,500 (one upfront and the other in June 2021)

Rio Grande Guardian FEIN No. 26-0176838

Thank You for considering marketing Pharr International Bridge in the Rio Grande Guardian

Steve Taylor, Editor & Publisher.

Tel: (956) 605-9380; Email: staylor@riograndeguardian.com



AGENDA MEMORANDUM



BOARD: Pharr International Toll Bridge Board

AGENDA ITEM #: 3.C.

DATE SUBMITTED: January 15, 2021

MEETING DATE: January 20, 2021

FROM: Vanessa Guzman, Administrative Assistant

DEPARTMENT: Bridge

DIRECTOR:

Agenda Item: Discussion and action, if any, on approving quote for Virtual Animation Video for Bridge Expansion Project.

Classification: Regular

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

Issue:

Fiscal Consideration:

Staff Recommendation:

Alternatives:

Exclude Material from Public Packet? No

Reason:

ROUTING:

Vanessa Guzman

Created/Initiated - 1/15/2021



info@tif.com.mx
www.tif.com.mx

QUOTE

Project	PHARR INTERNATIONAL BRIDGE SECOND SPAN BUILDUP VIDEO
Client	Luis Bazan / Bridge Director
Services	Virtual Walkthrough and video presentation.
Quote	2101-0608-5284

In response to your kind request, please find below our preliminary list of services regarding your project .

1. VIRTUAL ANIMATION AND VIDEO PRESENTATION

Quantity	Description	ID	Unit Price	Totals
1	Virtual animation and buildup for Pharr International Bridge second span expansion. Includes 20 secs. animation FullHD resolution and info bullets placed as motion graphics	EXT	\$6,500.00	\$6,500.00
* Prices may vary if total running time is added. subtotal USD				\$ 6,500.00

INCLUDES

- a Use of 3D virtual model of current projects and infrastructure.
- b Camera animation for aerial and street level views.
- c 1 scheduled review session for comments and markups.
- d Full 3D rendering service.
- e Video editing and post production.

DELIVERABLES

- a 1 final presentation video in digital format MP4/MOV in FullHD resolution. Total video running time 20 segs.

GENERAL TERMS AND CONDITIONS

- a Technical and general survey information regarding the master plan, warehouse parks and specific projects must be delivered by client in AutoCAD DWG digital format. Master site, floor plans, elevation and scale sections are needed for proper virtual 3D modeling of the entire project by TIF. Data for infographics must be delivered by client in PPT or XLS digital format.
- b Once client approves final rendering process (after review sessions) any change requested by later date could impact on deliverable times and produce extra costs.
- c The services above described need between 8 to 10 days for production work including review sessions with the client for feedback.
- d Payment must be received no later than 15 days after final materials are delivered.
- e Costs presented in this quote don't include: insurance/finance fees if needed by client, taxes, money transfer costs, legal consultancy for contract approval, photo and videos sessions on site, neither any service not mentioned in section 1 of this document.
- f All review sessions will be remote using online conference systems / phone calls. For security reasons, just site visits to US border side will be attended. On site presentation sessions requested by client must be done by commercial airline transportation and all travel expenses will be paid by the client.

Sincerely,

Arq. Rodrigo Ramos Avilez
rodrigo@tif.com.mx



AGENDA MEMORANDUM



BOARD: Pharr International Toll Bridge Board

AGENDA ITEM #:

DATE SUBMITTED: January 13, 2021

MEETING DATE: January 20, 2021

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:

Fiscal Consideration:

Staff Recommendation:

Alternatives:

Exclude Material from Public Packet? No

Reason:

ROUTING:

Vanessa Guzman

Created/Initiated - 1/13/2021



AGENDA MEMORANDUM



BOARD: Pharr International Toll Bridge Board

AGENDA ITEM #:

DATE SUBMITTED: January 13, 2021

MEETING DATE: January 20, 2021

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:

Fiscal Consideration:

Staff Recommendation:

Alternatives:

Exclude Material from Public Packet? No

Reason:

ROUTING:

Vanessa Guzman

Created/Initiated - 1/13/2021



AGENDA MEMORANDUM



BOARD: Pharr International Toll Bridge Board

AGENDA ITEM #:

DATE SUBMITTED: January 13, 2021

MEETING DATE: January 20, 2021

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:

Fiscal Consideration:

Staff Recommendation:

Alternatives:

Exclude Material from Public Packet? No

Reason:

ROUTING:

Vanessa Guzman

Created/Initiated - 1/13/2021



AGENDA MEMORANDUM



BOARD: Pharr International Toll Bridge Board

AGENDA ITEM #:

DATE SUBMITTED: January 13, 2021

MEETING DATE: January 20, 2021

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:

Fiscal Consideration:

Staff Recommendation:

Alternatives:

Exclude Material from Public Packet? No

Reason:

ROUTING:

Vanessa Guzman

Created/Initiated - 1/13/2021



AGENDA MEMORANDUM



BOARD: Pharr International Toll Bridge Board

AGENDA ITEM #:

DATE SUBMITTED: January 13, 2021

MEETING DATE: January 20, 2021

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:

Fiscal Consideration:

Staff Recommendation:

Alternatives:

Exclude Material from Public Packet? No

Reason:

ROUTING:

Vanessa Guzman

Created/Initiated - 1/13/2021



AGENDA MEMORANDUM



BOARD: Pharr International Toll Bridge Board

AGENDA ITEM #:

DATE SUBMITTED: January 13, 2021

MEETING DATE: January 20, 2021

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:

Fiscal Consideration:

Staff Recommendation:

Alternatives:

Exclude Material from Public Packet? No

Reason:

ROUTING:

Vanessa Guzman

Created/Initiated - 1/13/2021