

**TAKE NOTICE THAT A REGULAR MEETING
OF THE BOARD OF COMMISSIONERS
OF THE CITY OF PHARR, TEXAS
WILL BE HELD AT CITY HALL, COMMISSIONERS' ROOM,
118 S. CAGE BLVD., 2ND FLOOR, PHARR, TEXAS
COMMENCING AT 4:00 PM ON
MONDAY, SEPTEMBER 19, 2022**

The City of Pharr has called this meeting as allowed pursuant to Texas law, city charter, and city ordinances. The governing body may recess from day to day when it does not complete consideration of a particularly long subject as authorized by law. All persons desiring to address the governing body must register with the presiding city clerk prior to the scheduled meeting.

1. CALL TO ORDER:

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

2. PROCLAMATIONS:

- A) Proclamation proclaiming September 2022 as Ovarian Cancer Awareness Month.
- B) Proclamation proclaiming September 2022 as Prostate Cancer Awareness Month.
- C) Proclamation proclaiming September 25, 2022 as National Day of Remembrance for Murder Victims.
- D) Proclamation proclaiming September 26, 2022 as Human Resources Professional Day.
- E) Proclamation proclaiming October 23-31, 2022 as Red Ribbon Week.

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

AGENDA REGULAR MEETING
September 19, 2022

4. PUBLIC HEARINGS: *(Ordinance No. O-2019-31). A registered speaker during the public hearing may not exceed 1.5 minutes when addressing the board. A sign-in form for participation in public a hearing shall be promulgated by the presiding clerk and be made available at the city clerk's office. The public hearing sign-in form shall include the person or entity's name, address, telephone number, other contact information, organization if applicable, and other notices, authorizations, and acknowledgements as may be allowed by law from time to time. No registered speaker may be allowed to address the governing body once the public hearing has closed.*

A) Public hearing on development services cases

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

A) City Events of Interest.

B) Submission of Sales Tax Collection Report for September 2022.

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

A) Approval of Minutes for August 30, 2022 Budget Workshop; September 2, 2022 Special Called Meeting; and September 6, 2022 Regular Called Meeting. **This item supports SG - Sound Governance and Fiscal Transparency.** (ADMINISTRATION)

B) Consideration and action, if any, on Ordinance amending Ordinance No. O-2022-16 Municipal Fiber Optic Fee Schedule *(3rd & Final Reading)*. **This item supports SG - Sound Governance and Fiscal Transparency.** (ADMINISTRATION)

C) Consideration and action, if any, on Ordinance amending Ordinance No. O-2021-27 EMS Fee Schedule *(2nd Reading)*. **This item supports SG - Sound Governance and Fiscal Transparency.** (EMERGENCY MEDICAL SERVICES)

D) Consideration and action, if any, on Ordinance adopting Grants Management Policies and Procedures Manual *(2nd Reading)*. **This item supports SG - Sound Governance and Fiscal Transparency.** (GMCD)

AGENDA REGULAR MEETING
September 19, 2022

E) Consideration and action, if any, on Resolution entering into an agreement with the Texas Department of Transportation for the closure of U.S. 281 (Cage Blvd.) from Polk Ave. to Ridge Road for the Red Ribbon Tri-City Parade on Saturday October 8, 2022. **This item supports QL - Quality of Life. (POLICE)**

F) Consideration and action, if any, ratifying Addendum No. 2 to JotForm Software service agreement in the amount of \$10,224.00. **This item supports SE - Service Excellence. (COMMUNICATIONS)**

G) Consideration and action, if any, authorizing City Manager to advertise for proposals for Retail Electric Provider. **This item supports SG - Sound Governance and Fiscal Transparency. (PURCHASING)**

H) Consideration and action, if any, rejecting proposals for the City-wide Debt Collection Service and authorizing City Manager to re-advertise. **This item supports SG - Sound Governance and Fiscal Transparency. (PURCHASING)**

I) Consideration and action, if any, on request from Pharr-San Juan-Alamo ISD for road closures for the PSJA ISD Marching Festival on October 1, 2022, the UIL 5A Area Marching Contest on October 22, 2022, and the UIL 6A Marching Contest on October 29, 2022. **This item supports QL - Quality of Life. (ADMINISTRATION)**

J) Consideration and action, if any, on request from St. Anne Mother of Mary Catholic Church for street closures for their Annual Jamaica on Saturday, November 5, 2022. **This item supports QL - Quality of Life. (ADMINISTRATION)**

K) Consideration and action, if any, on Development Services Cases:

1. Balli Investments and Holdings LLC, d/b/a Calacas Tacos and Beer, has filed with the Planning and Zoning Commission a request for a Conditional Use Permit and Late Hours Permit to allow the sale of alcoholic beverages for on-premise consumption in a General Business District (C). The property is legally described as being 0.062 acres, more or less, out of Lot 1, Junction View Subdivision, Pharr, Hidalgo County, Texas. The property is physically located at 2101 North Cage Boulevard, Suites 110 and 111. CUP#220845. **This item supports EV - Economic Vitality. (DEVELOPMENT SERVICES)**

L) PLATS:

1. Salinas Engineering & Associates, representing Oliver E. Gutierrez and Enrique Gutierrez Cantu, owners, are requesting final plat approval of the proposed Oliver Subdivision. The property is legally described as being a 1.08 acre tract of land out of Lot 7, Block 5, A.J. McColl Subdivision, Pharr, Hidalgo County, Texas. The property is located within the 3000 Block of North Jackson Road. SUB#210829. **This item supports EV - Economic Vitality. (DEVELOPMENT SERVICES)**

AGENDA REGULAR MEETING
September 19, 2022

2. Melden & Hunt, Inc., representing Jeffrey Erickson, Manager, for Erickson Construction, LLC., A Texas limited liability company, is requesting final plat approval of the proposed Minnesota Estates Subdivision. The property is legally described as being a 15.455 acre tract out of Lot 91, Kelly-Pharr Subdivision, Pharr, Hidalgo County, Texas. The property is located within the 600 Block of West Minnesota Road. SUB#210935. **This item supports EV - Economic Vitality.** (DEVELOPMENT SERVICES)

3. MAS Engineering, LLC., representing Armando Gonzalez, owner, is requesting final plat approval of the proposed Rojas Subdivision. The property is legally described as being a 0.25 acre tract of land out of the North 99 feet of the South 198 feet of the North 448 feet of the East 220 feet of the West 297 feet of Lot 233, Kelly-Pharr Subdivision, Pharr, Hidalgo County, Texas. The property is located within the 1200 Block of West Hall Acres Road. SUB#210720. **This item supports EV - Economic Vitality.** (DEVELOPMENT SERVICES)

4. Pablo Soto, Jr. P.E., representing Lisandro Espinoza, owner, is requesting preliminary and final plat approval of the proposed Leeland Heights Estates Subdivision. The property is legally described as being a 0.48 acre tract of land, more or less, out of Lot 175, Kelly-Pharr Subdivision, Pharr, Hidalgo County, Texas. The property is physically located at 220 North Sugar Road. SUB#220720. **This item supports EV - Economic Vitality.** (DEVELOPMENT SERVICES)

5. Quintanilla, Headley and Associates, Inc., representing Eduardo Cantu, Vice President of Esponjas Development, LTD., is requesting preliminary and final plat approval of the proposed Vacate and Plat of Maria Elise Estates Subdivision. The property is legally described as being an 18.07 acre tract of land being all of Lots 1 through 74 and all of the 50 foot street rights-of-way, Maria Elise Estates Subdivision. The property is located within the 700 Block of East Owassa Road. SUB#210618. **This item supports EV - Economic Vitality.** (DEVELOPMENT SERVICES)

REGULAR AGENDA - OPEN SESSION:

7. ORDINANCES AND RESOLUTIONS:

A) Consideration and action, if any, on Ordinance adopting and approving budget for year beginning October 1, 2022 ending September 30, 2023 (*Adoption on One Reading*). **This item supports SG - Sound Governance and Fiscal Transparency.** (FINANCE)

B) Consideration and action , if any, on Ordinance adopting Tax Rate for FY 2022-2023 (*Adoption on One Reading*). **This item supports SG - Sound Governance and Fiscal Transparency.** (FINANCE)

C) Consideration and action, if any, on Ordinance amending O-2019-36 Fee Schedule for building permits, plan review and land use development (*1st Reading*). **This item supports EV - Economic Vitality.** (BUILDING AND CODE COMPLIANCE)

D) Consideration and action, if any, on Resolution appointing/re-appointing four (4) members to the Pharr Economic Development Corporation II Board of Directors. **This item supports SG - Sound Governance and Fiscal Transparency.** (TABLED) (PEDC II)

E) Consideration and action, if any, on Resolution appointing/re-appointing (1) member to the Pharr Firefighters and Police Officer's Civil Service Commission. **This item supports SG - Sound Governance and Fiscal Transparency.** (ADMINISTRATION)

8. ADMINISTRATIVE:

A) Consideration and action, if any, on the Proposed Expenditure Allocation Budget from the American Rescue Plan Act (ARPA) funding. **This item supports SG - Sound Governance and Fiscal Transparency.** (FINANCE)

B) Consideration and action, if any, approving budget for Pharr Economic Development Corporation II for FY 2022-2023. **This item supports SG - Sound Governance and Fiscal Transparency.** (FINANCE)

C) Consideration and action, if any, approving budget for Tax Increment Reinvestment Zone No. 1 for FY 2022-2023. **This item supports SG - Sound Governance and Fiscal Transparency.** (FINANCE)

D) Consideration and action, if any, approving budget for Tax Increment Reinvestment Zone No. 2 for FY 2022-023. **This item supports SG - Sound Governance and Fiscal Transparency.** (FINANCE)

E) Consideration and action, if any, approving budget for Pharr Housing Finance Corporation for FY 2022-2023. **This item supports SG - Sound Governance and Fiscal Transparency.** (FINANCE)

F) Consideration and action, if any, approving the budget for Pharr Housing Finance Corporation Jackson Place Apartments for FY 2022-2023. **This item supports SG - Sound Governance and Fiscal Transparency.** (FINANCE)

G) Consideration and action, if any, approving budget for the Greater Pharr Chamber of Commerce for FY 2022-2023. **This item supports SG - Sound Governance and Fiscal Transparency.** (FINANCE)

9. CONTRACTS/AGREEMENTS:

A) Consideration and action, if any, authorizing City Manager to award the supply contract for the Purchase and Delivery of Aluminum Sulfate Liquid Polymer Blend and Liquid Ammonium Sulfate to Chemtrade Chemicals from Parsippany, NJ. **This item supports IF - Infrastructure.** (PURCHASING)

B) Consideration and action, if any, on Interlocal Agreement with City of Weslaco for Animal Shelter Services. **This item supports SSC - Safe and Secure Community.** (PUBLIC WORKS)

AGENDA REGULAR MEETING
September 19, 2022

C) Consideration and action, if any, authorizing City Manager to renew agreement with Hollis Rutledge and Associates, Inc. on Grant Management, Planning and Writing. **This item supports SG - Sound Governance and Fiscal Transparency.** (PURCHASING)

D) Consideration and action, if any, authorizing City Manager to enter into an agreement with Purpose Driven Polygraph Investigative Consultant from Weslaco, Texas for the Police Department polygraph services. **This item supports SSC - Safe and Secure Community.** (PURCHASING)

E) Consideration and action, if any, authorizing the City Manager to enter into a contract with BLR-HR Hero for subscription services for HR Tools and Compliance. **This item supports SG - Sound Governance and Fiscal Transparency.** (HR)

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

Pursuant to Section 551.071, the 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.

AGENDA REGULAR MEETING
September 19, 2022

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.

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

12. ADJOURNMENT:

NOTICE OF ASSISTANCE AT THE PUBLIC MEETING

City Hall is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Clerk's Office at 956-402-4100 Ext. 1016 / 1007 or FAX 956-702-5313 or E-mail hilda.pedraza@pharr-tx.gov and imelda.perez@pharr-tx.gov for further information. Braille is not available.

I, the undersigned authority, do hereby certify that the above notice of said Regular Meeting of the City Commission of the City of Pharr was posted on the bulletin board at City Hall and on the City's web page at www.pharr-tx.gov. This Notice was posted on the 16th day of September, 2022 at 3:45 p.m. and will remain posted continuously for at least 72 hours preceding the scheduled time of said Meeting, in compliance with Chapter 551 of the Government Code, Vernon's Texas Codes, Annotated (Open Meetings Act).



WITNESS MY HAND AND SEAL, this 16th day of September, 2022.


HILDA PEDRAZA, TRMC / CMC
CITY CLERK

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

Title: _____

Proclamation



WHEREAS, ovarian cancer is the 5th leading cause of death among women, and each year approximately 21,980 women will be diagnosed with ovarian cancer; and

WHEREAS, due to vague symptoms and the lack of a reliable early detection test, most women are not diagnosed until Stage III or later when the cancer has already begun to spread to the lymph nodes and outside of the pelvis; and

WHEREAS, doctors across the country are currently conducting clinical trials and researching ovarian cancer, but for the time being, awareness through education is the best tool for early detection and an increased chance of survival; and

WHEREAS, the City of Pharr encourages all residents to learn more about the subtle signs, symptoms and current treatment options available to women to identify and overcome this disease.

NOW THEREFORE, I, Ambrosio Hernandez, Mayor of the City of Pharr, Texas by virtue of the authority vested in me and on behalf of the City Commission, do hereby proclaim September 2022 as:

“Ovarian Cancer Awareness Month”

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Pharr to be affixed on this 19th day of September 2022.

CITY OF PHARR

Ambrosio Hernandez, Mayor

ATTEST:

Hilda Pedraza, City Clerk

Proclamation



WHEREAS, prostate cancer is the most commonly diagnosed form of cancer and the second leading cause of cancer related deaths among men; and

WHEREAS, this year approximately 268,490 men will be diagnosed with prostate cancer in the United States alone this year and roughly 34,500 will die this year from the disease, which is one man every 15 minutes; and

WHEREAS, 1 in 8 men are diagnosed with prostate cancer; and

WHEREAS, education regarding prostate cancer and early detection strategies is critical to saving lives and preventing and protecting our families; and

WHEREAS, all men are at risk for prostate cancer, we encourage the citizens of Hidalgo County to increase the importance of prostate screenings.

NOW THEREFORE, I, Ambrosio Hernandez, Mayor of the City of Pharr, Texas by virtue of the authority vested in me and on behalf of the City Commission, do hereby proclaim September 2022 as:

“Prostate Cancer Awareness Month”

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Pharr to be affixed on this 19th day of September 2022.

CITY OF PHARR

Ambrosio Hernandez, Mayor

ATTEST:

Hilda Pedraza, City Clerk

Proclamation



WHEREAS, the National Parents Of Murdered Children (POMC) established September 25th as National Day of Remembrance for Murder Victims as a result of unanimously passed resolutions by the U.S. Senate on October 16, 2007, and the U.S. House of Representatives on May 14, 2007; and

WHEREAS, the National Parents Of Murdered Children (POMC) believes that honoring the memory of victims who have been killed by violence and acknowledging the resulting long-term trauma for families, communities. This National Remembrance Day is an essential way of promoting public awareness and remembering our loved ones; and

WHEREAS, in 2021, an estimated 24,576 homicides nationwide and over 255,760 close relatives were affected. The Rio Grande Valley experienced about 55 murders and over 550 close relatives were affected far higher than the number of direct homicide victims; and

WHEREAS, survivors of homicide victims transform their pain and anger into power and action by honoring the memory of their loved ones impacted by homicide. Through leadership, grief support, and advocacy, survivors are reducing violence and promoting prevention and policy change on a local, state, and national level; and

WHEREAS, we urge all citizens of Pharr and Hidalgo County to join the 10th Annual Candlelight Vigil "Healing & Hope" to be hosted at Jose "Pepe" Salinas Memorial Recreation Center from 3:00 p.m. to 5:00 p.m.

NOW THEREFORE, I, Ambrosio Hernandez, Mayor of the City of Pharr, Texas by virtue of the authority vested in me and on behalf of the City Commission, do hereby proclaim the 25th day of September 2022 as:

"National Day of Remembrance for Murder Victims"

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Pharr to be affixed on this 19th day of September 2022.

CITY OF PHARR

Ambrosio Hernandez, Mayor

ATTEST:

Hilda Pedraza, City Clerk

Proclamation



WHEREAS, Human Resources (HR) professionals are responsible for implementing effective practices for the hiring, training, development, retention, and planning, and giving the great City of Pharr and all its employees' quality employment; and

WHEREAS, Human Resources promotes excellence and the betterment of protocols and makes every effort to serve the needs of employees and this city by providing the most beneficial worker related education and procedures; and

WHEREAS, leaders in Human Resources create a safe and results oriented work environment in the best interest of employees with exemplarity return on investment; and

WHEREAS, each day Human Resources ensures every city employee is treated with dignity, respect, and equanimity ensuring inclusiveness, diversity, and fair employment practices; and

WHEREAS, the City of Pharr recognizes all Human Resource Professionals for their role as a valuable part of this great organization.

NOW THEREFORE, I, Ambrosio Hernandez, Mayor of the City of Pharr, Texas by virtue of the authority vested in me and on behalf of the City Commission, do hereby proclaim September 26, 2022 as:

“Human Resources Professional Day”

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Pharr to be affixed on this 19th day of September 2022.

CITY OF PHARR

Ambrosio Hernandez, Mayor

ATTEST:

Hilda Pedraza, City Clerk



Proclamation



WHEREAS, cities across America have been plagued by the numerous problems associated with alcohol, tobacco, and other drug use; and

WHEREAS, there is hope in winning the War on Drugs, and the hope lies in the hard work and determination of our communities to create a drug free environment; and

WHEREAS, local leaders, in government and in the community, know that the support of the people in the neighborhoods is the most effective tool they can have in their efforts to reduce use of alcohol, tobacco, and other drugs by Texans; and

WHEREAS, success will not occur overnight, our patience and continued commitment to drug education and prevention are imperative; and

WHEREAS, the red ribbon was chosen as a symbol commemorating the work of Enrique “Kiki” Camarena, a Drug Enforcement Administration agent, who was murdered in the line of duty and has come to represent the belief that one person CAN make a difference; and

WHEREAS, the Red Ribbon Campaign was established by Congress in 1988 to promote this belief and encourage a drug-free lifestyle and involvement in drug prevention efforts; and

WHEREAS, October 23-31, 2022, has been designated National Red Ribbon Week calling on all Americans to show their support for a drug-free state by wearing a red ribbon and participating in drug-free activities during that week; and

WHEREAS, the Red Ribbon Initiative will be observed year-round presenting a unified and visible commitment of our intolerance towards the use of drugs and calling all citizens of Pharr-San Juan-Alamo to participate in year round drug-free activities.

NOW THEREFORE, I, AMBROSIO HERNANDEZ, MAYOR OF THE CITY OF PHARR, MARIO GARZA, MAYOR OF THE CITY OF SAN JUAN, DIANA MARTINEZ, MAYOR OF THE CITY OF ALAMO, AND RICARDO “RICK” PEDRAZA, PRESIDENT OF PSJA ISD SCHOOL BOARD: by the virtue of the authority vested in us and on behalf of the City Commissions of Pharr, San Juan, Alamo, and PSJA ISD do hereby proclaim the 23-31st day of October 2022 as:

“Red Ribbon Week”

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Pharr to be affixed on this 19th day of September, 2022.

ATTEST:

CITY OF PHARR

Hilda Pedraza, City Clerk

Ambrosio Hernandez, Mayor

IN WITNESS WHEREOF, I have here unto set my hand and caused the seal of the City of San Juan to be affixed on this _____ of _____, 2022.

CITY OF SAN JUAN

ATTEST:

Mario Garza, Mayor

Brenda Escalante, City Secretary

IN WITNESS WHEREOF, I have here unto set my hand and caused the seal of the City of Alamo to be affixed on this _____ of _____, 2022.

CITY OF ALAMO

ATTEST:

Diana Martinez, Mayor

Alexandra Rangel, City Secretary

IN WITNESS WHEREOF, I have here unto set my hand and caused the seal of the PSJA ISD to be affixed on this _____ of _____, 2022.

Pharr-San Juan-Alamo ISD

Ricardo “Rick” Pedraza, Board President

ATTEST:

Estella Garza, Board Secretary



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 4.A.

DATE SUBMITTED:

MEETING DATE: September 19, 2022

FROM: Hilda Pedraza, City Clerk

DEPARTMENT: Administration

DIRECTOR:

Agenda Item: Public hearing on development services cases

Classification: Regular

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

Issue:

Fiscal Consideration:

Staff Recommendation:

Alternatives:

Exclude Material from Public Packet? No

Reason:

ROUTING:

Hilda Pedraza

Karla Saavedra

Patricia Rigney

City Management Office

Created -



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 5.A.

DATE SUBMITTED:

MEETING DATE: September 19, 2022

FROM: Hilda Pedraza, City Clerk

DEPARTMENT: Administration

DIRECTOR: Anali Alanis

Agenda Item: City Events of Interest.

Classification: Regular

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

Issue: City Events of Interest

Fiscal Consideration: N/A

Staff Recommendation: No Action - Announcement of City Events of Interests

Alternatives: N/A

Exclude Material from Public Packet? No

Reason: N/A

ROUTING:

Hilda Pedraza
Karla Saavedra
Patricia Rigney
City Management Office

Created -



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 5.B.

DATE SUBMITTED: September 9, 2022

MEETING DATE: September 19, 2022

FROM: Karla Saavedra, Finance Director

DEPARTMENT: Finance

DIRECTOR: Karla Saavedra

Agenda Item: Submission of Sales Tax Collection Report for September 2022.

Classification: Regular

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

Issue:

SALES TAX HIGHLIGHTS

The City of Pharr shows an INCREASE of 9.71% YTD TRUE GROWTH compared to last Year 2021 and 10.21% compared to last September 2021 Payments.

Fiscal Consideration:

n/a

Staff Recommendation: Presentation only

Alternatives: n/a

Exclude Material from Public Packet? No

Reason: n/a

ROUTING:

Karla Saavedra

Karla Saavedra

Patricia Rigney

City Management Office

Created/Initiated - 9/9/2022

Approved - 9/9/2022

Approved - 9/9/2022

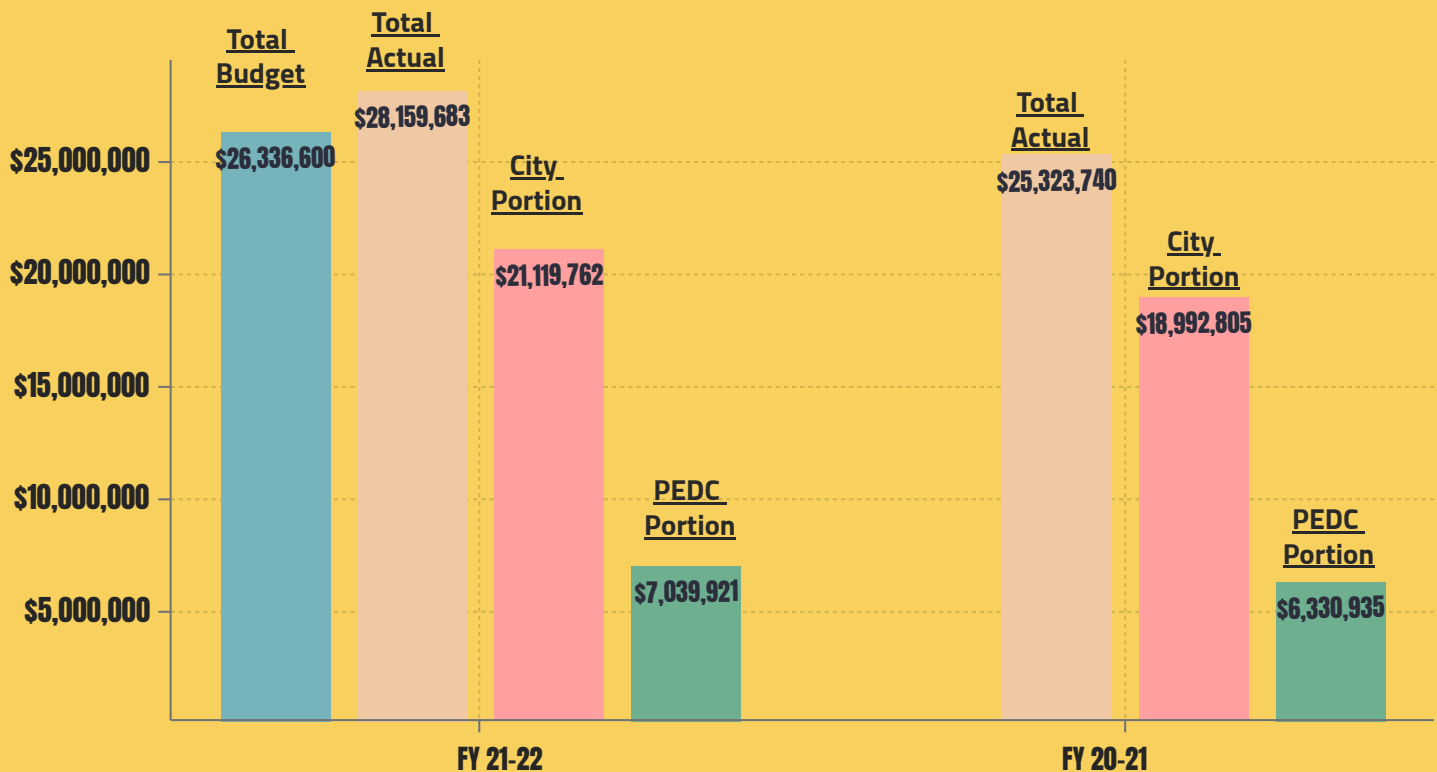
Final Approval - 9/16/2022



CITY OF PHARR SALES TAXES

as of September 2022
FY 2021-2022

SALES TAXES COLLECTIONS Cash Basis by Fiscal Year



9.71% YTD

Increase in Sales Tax from Last Year*



10.21%

Compared to September 2021 Cash Basis.

Ranked No. 7

compared to neighbor Cities

*Growth is based on Calendar Year per Texas State Comptroller; FY Growth is 11.20 % YTD

CREATED BY

Karla Saavedra, CGFO





AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 6.A.

DATE SUBMITTED: September 15, 2022

MEETING DATE: September 19, 2022

FROM: Hilda Pedraza, City Clerk

DEPARTMENT: Administration

DIRECTOR: Anali Alanis

Agenda Item: Approval of Minutes for August 30, 2022 Budget Workshop; September 2, 2022 Special Called Meeting; and September 6, 2022 Regular Called Meeting. **This item supports SG - Sound Governance and Fiscal Transparency.**

Classification: Consent

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

Issue: Minutes for budget workshop and regular and special meetings.

Fiscal Consideration: N/A

Staff Recommendation: Approval

Alternatives: N/A

Exclude Material from Public Packet? No

Reason: N/A

ROUTING:

Hilda Pedraza
City Management Office

Created/Initiated - 9/15/2022
Final Approval - 9/16/2022

**MINUTES
BOARD OF COMMISSIONERS
WORKSHOP MEETING
TUESDAY, AUGUST 30, 2022
1121 E. NOLANA, PHARR, TEXAS**

The Board of Commissioners of the City of Pharr, Texas, met in a Workshop Meeting on Tuesday, August 30, 2022 and following is the record of attendance.

BOARD OF COMMISSIONERS PRESENT: Mayor Ambrosio Hernandez
Mayor Pro Tem Daniel Chavez
Comm. Eleazar Guajardo
Comm. Ramiro Caballero
Comm. Roberto "Bobby" Carrillo
Comm. Ricardo Medina

BOARD OF COMMISSIONERS ABSENT: Comm. Itza Flores

STAFF PRESENT: Edward Wylie, Deputy City Manager
Anali Alanis, Assistant City Manager
Hilda Pedraza, City Clerk
Imelda Perez, Assistant City Clerk
Ruben Alfaro, City Engineer
Karla Saavedra, Finance Director
Veronica Ramirez, HR Director
Juan Villescas, Municipal Judge
Joel Robles, Asst. Police Chief
Pilar Rodriguez, Fire Chief
Kimberly Mendoza, Dev. Svcs. Director
Roland Gomez, Code Compliance Director
Rodrigo Davila, Public Works Director
Ruben Rosales, Public Utilities Director
Sergio Alanis, Parks & Rec. Director
Cynthia Garza, CDBG/External Affairs Dir.
Jose Pena, I.T. Director
Luis Bazan, Bridge Director
Ignacio Amezcua, Purchasing Director
Danny Ramirez, E.M.S. Chief
Marcela Beas, Chamber President
Yuri Gonzalez, Chief Comm. Officer
Melanie Cano, O.S.E. Director

CITY ATTORNEY Patricia Rigney, City Attorney

ITEM 1. CALL TO ORDER

A) ROLL CALL AND POSSIBLE ACTION ON THE EXCUSING OF ANY ABSENT MEMBER OF THE GOVERNING BOARD

Mayor Pro Tem Chavez called the meeting to order at 9:05 a.m. Roll Call established a quorum.

Comm. Guajardo moved to excuse absent member. Comm. Carrillo seconded the motion and when put to a vote, it carried unanimously.

ITEM 2. PUBLIC TESTIMONY

There were no comments from the public.

ITEM 3. ADMINISTRATIVE

A) WELCOMING REMARKS BY CITY MANAGER AND/OR MAYOR

Ed Wylie, Deputy City Manager, welcomed everyone in attendance.

B) DISCUSSION OF PENDING AND/OR PROPOSED CITY PROJECTS, PROGRAMS AND INDIVIDUAL DEPARTMENTAL DIVISIONS, DUTIES, ROLES, STRUCTURE, EVALUATION; DISCUSSION OF THE FISCAL YEAR 2022-2023 BUDGET FOR ALL CITY GENERALLY AND INCLUDING THE FOLLOWING ENTITIES; TAX INCREMENT REINVESTMENT ZONE (TIRZ); TAX INCREMENT REINVESTMENT ZONE II (TIRZ II); PHARR ECONOMIC DEVELOPMENT CORPORATION II (PEDC II); PHARR HOUSING FINANCE CORPORATION (PHFC); PHARR HOUSING FINANCE CORPORATION JACKSON PLACE APTS.; AND PHARR PUBLIC FACILITIES CORPORATION; DISCUSSION ON CAPITAL PURCHASES, CAPITAL IMPROVEMENTS PROJECTS, PERSONNEL, AND DEBT (ADMINISTRATION)

Ed Wylie, Deputy City Manager, introduced the item and called upon Melanie Cano, Office of Organizational Strategic Excellence Director, for a report on the budget priorities citizen survey results.

Melanie Cano, Office of Organizational and Strategic Excellence Director, went over the 2022-2023 budget priorities citizen survey results. She reported respondents were asked to identify a top priority from strategic priorities such as service excellence, city infrastructure, quality of life, economic development, and public safety. Once selected, they were asked to identify a focus area. She stated the survey resulted in 1,532 responses. She further went over citywide demographics from the north, central, and south side, and the percentages for their top priorities and focus areas.

At this time, Ed Wylie, Deputy City Manager, introduced the item and called upon Karla Saavedra, Finance Director, for presentation on the city-wide budget.

Karla Saavedra, Finance Director, gave an overview of the general fund and proposed budget for fiscal year 2022-2023. She went over the highlights of last year's budget workshop, property taxes, property values and revenues, utility and bridge funds, and Tax Increment Reinvestment Zones budget. She further went over current budget and adopted budget changes and stated the budget was balanced.

After much discussion on sales tax trends and general tax revenue projections, Comm. Chavez requested to have a joint budget workshop with Pharr Economic Development Corporation or for them to attend PEDC budget workshop. He further requested an expense account breakdown per department.

Mayor Hernandez entered the meeting at this point of the agenda. The time being 10:30 a.m.

ITEM 4. CLOSED SESSION

The time being 10:48 a.m., Mayor Hernandez stated the commission would be entering into closed session in accordance with Chapter 551 of the Texas Govt. Code to discuss agenda items listed in the public portion of the agenda and Pursuant to Sections 551.071, 551.072, 551.074, 551.076, 551.084 and 551.087

ITEM 5. RECONVENE

The time being 1:22 p.m., Mayor Hernandez stated the commission would be resuming the open meeting.

ITEM 6. ADJOURNMENT

There being no other business to come before the board, Comm. Guajardo **moved** to adjourn. Comm. Chavez seconded the motion and when put to a vote, the motion carried unanimously. Meeting adjourned at 1:23 p.m.

MINUTES: WORKSHOP MEETING
August 30, 2022

CITY OF PHARR

AMBROSIO HERNANDEZ
MAYOR

STATE OF TEXAS
COUNTY OF HIDALGO
CITY OF PHARR

ON THIS THE 30th DAY OF AUGUST 2022 the Board of Commissioners of the City of Pharr, Texas convened in a **WORKSHOP MEETING** at the Jose “Pepe” Salinas Memorial Civic Center, 1011 W. Kelly Ave., Pharr, Texas. The meeting being open to the public and notice of said meeting, giving the date, place, subject, hereof, having been posted in accordance with Chapter 551, Texas Government Code (Open Meetings Act) and there being present a quorum, I, **HILDA PEDRAZA, CITY CLERK**, of the City of Pharr, Texas, certify that this is a true and correct copy of the minutes.

ATTEST:

HILDA PEDRAZA, CITY CLERK

APPROVED:

**MINUTES
BOARD OF COMMISSIONERS
SPECIAL CALLED MEETING
FRIDAY, SEPTEMBER 2, 2022
118 SOUTH CAGE 2nd FLOOR**

The Board of Commissioners of the City of Pharr, Texas, met in a Special Called Meeting on Friday, September 2, 2022, and following is the record of attendance.

BOARD OF COMMISSIONERS PRESENT: Mayor Ambrosio Hernandez
Comm. Eleazar Guajardo
Comm. Ramiro Caballero
Comm. Roberto "Bobby" Carrillo
Comm. Daniel Chavez
Comm. Ricardo Medina
Comm. Itza Flores

BOARD OF COMMISSIONERS ABSENT: None

STAFF PRESENT: Andy Harvey, City Manager
Hilda Pedraza, City Clerk
Joel Robles, Asst. Police Chief

ATTORNEY Patricia Rigney, City Attorney
Robert Drinkard, Special Counsel

ITEM 1. CALL TO ORDER

A) ROLL CALL AND POSSIBLE ACTION ON THE EXCUSING OF ANY ABSENT MEMBER OF THE GOVERNING BOARD

Mayor Hernandez called the meeting to order at 12:01 p.m. Roll call established a quorum.

ITEM 2. PUBLIC TESTIMONY

There were no comments from the public.

At this time, Mayor Hernandez stated they would deviate from the agenda and go into closed session. There was no objection.

ITEM 5. CLOSED SESSION

The time being 12:03 p.m., Mayor Hernandez stated the commission would be entering into closed session in accordance with Chapter 551 of the Texas Govt. Code to discuss agenda items listed in the public portion of the agenda and Pursuant to Sections 551.071, 551.072, 551.074, 551.076, 551.084 and 551.087.

Comm. Chavez left the meeting at this point of the agenda. The time being 1:55 p.m.

ITEM 6. RECONVENE

The time being 2:29 p.m., Mayor Hernandez stated the commission would be resuming the open meeting.

REGULAR AGENDA - OPEN SESSION:

ITEM 3. ADMINISTRATIVE

- A) CONSIDERATION PURSUANT TO SECTION 551.074, TEXAS GOV'T CODE, TO DELIBERATE THE APPOINTMENT, EMPLOYMENT, EVALUATION, REASSIGNMENT, DUTIES, DISCIPLINE, OR DISMISSAL OF THE CITY MANAGER (ADMINISTRATION)**

Mayor Hernandez introduced the item.

Comm. Guajardo **moved** to table the item. Comm. Carrillo seconded the motion and when put to a vote, it carried unanimously.

- B) CONSIDERATION AND APPROPRIATE ACTION, IF ANY, REGARDING THE APPOINTMENT, EVALUATION, REASSIGNMENT, DUTIES, DISCIPLINE, OR DISMISSAL OF CITY MANAGER (ADMINISTRATION)**

Mayor Hernandez introduced the item.

Comm. Guajardo **moved** to table the item. Comm. Carrillo seconded the motion and when put to a vote, it carried unanimously.

- C) CONSIDERATION AND ACTION, IF ANY, APPOINTING INTERIM CITY MANAGER (ADMINISTRATION)**

Mayor Hernandez introduced the item.

Comm. Guajardo **moved** to table the item. Comm. Carrillo seconded the motion and when put to a vote, it carried unanimously.

ITEM 4. LEGAL

- A) ATTORNEY CONSULTATION PURSUANT TO SECTION 551.071, TEXAS GOV'T CODE TO RECEIVE LEGAL ADVICE AND COUNSEL IN CONNECTION WITH THE CITY COMMISSION'S LEGAL RIGHTS AND OBLIGATIONS PERTAINING TO THE SUPERVISION AND MANAGEMENT**

**OF A PUBLIC OFFICER OR EMPLOYEE AND RELATED LEGAL ISSUES
(ADMINISTRATION)**

Mayor Hernandez introduced the item and stated no action was necessary.

ITEM 7. ADJOURNMENT

There being no other business to come before the board, Comm. Guajardo **moved** to adjourn. Comm. Medina seconded the motion and when put to a vote, the motion carried unanimously. Meeting adjourned at 2:30 p.m.

CITY OF PHARR

AMBROSIO HERNANDEZ
MAYOR

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

ON THIS THE 2nd DAY OF SEPTEMBER 2022 the Board of Commissioners of the City of Pharr, Texas convened in a **SPECIAL CALLED MEETING** at the Commissioner's Room located at 118 S. Cage, 2nd Floor, Pharr, Texas. The meeting being open to the public and notice of said meeting, giving the date, place, subject, hereof, having been posted in accordance with Chapter 551, Texas Government Code (Open Meetings Act) and there being present a quorum, I, **HILDA PEDRAZA, CITY CLERK**, of the City of Pharr, Texas, certify that this is a true and correct copy of the minutes.

ATTEST:

HILDA PEDRAZA, CITY CLERK

APPROVED:

**MINUTES
BOARD OF COMMISSIONERS
REGULAR CALLED MEETING
TUESDAY, SEPTEMBER 6, 2022
118 SOUTH CAGE 2nd FLOOR**

The Board of Commissioners of the City of Pharr, Texas, met in a Regular Called Meeting on Tuesday, September 6, 2022 and following is the record of attendance.

BOARD OF COMMISSIONERS PRESENT: Mayor Ambrosio Hernandez
Comm. Eleazar Guajardo
Comm. Roberto "Bobby" Carrillo
Comm. Ramiro Caballero
Mayor Pro Tem Daniel Chavez
Comm. Ricardo Medina
Comm. Itza Flores

BOARD OF COMMISSIONERS ABSENT: None

STAFF PRESENT: Andy Harvey, City Manager/Police Chief
Edward Wylie, Deputy City Manager
Anali Alanis, Assistant City Manager
Hilda Pedraza, City Clerk
Ruben Alfaro, City Engineer
Karla Saavedra, Finance Director
Veronica Ramirez, HR Director
Juan Villescas, Municipal Judge
Joel Robles, Asst. Police Chief
Pilar Rodriguez, Fire Chief
Roland Gomez, Code Compliance Director
Kimberly Mendoza, Dev. Svcs. Director
Rodrigo Davila, Public Works Director
Melanie Cano, Director of O.S.E.
Ruben Rosales, Public Utilities Dir.
Sergio Alanis, Parks & Rec. Director
Cynthia Garza, External Affairs Dir.
Adolfo Garcia, Library Director
Jose Pena, I.T. Director
Luis Bazan, Bridge Director
Ignacio Amezcua, Purchasing Director
Danny Ramirez, E.M.S. Chief
Marcela Beas, Chamber President
Sara Salinas, Asst. P.S. Comms. Dir.

CITY ATTORNEY Patricia Rigney, City Attorney

ITEM 1. CALL TO ORDER

A) ROLL CALL AND POSSIBLE ACTION ON THE EXCUSING OF ANY ABSENT MEMBER OF THE GOVERNING BOARD

MINUTES: REGULAR CALLED MEETING

September 6, 2022

Mayor Hernandez called the meeting to order at 4:00 p.m. Roll call established a quorum.

B) PLEDGE OF ALLEGIANCE/INVOCATION

Luis Bazan, Bridge Director, led the pledge of allegiance and said the invocation.

ITEM 2. PROCLAMATIONS

A) PROCLAMATION PROCLAIMING SEPTEMBER 2022 AS DEAF AWARENESS MONTH (ADMINISTRATION)

Comm. Caballero read proclamation proclaiming September 2022 as Deaf Awareness Month and presented proclamation to Marla Martinez with the Deaf and Hard of Hearing Center.

Marla Martinez thanked the Commission for the proclamation and briefly went over their support services and educational programs. She stated the center was in Pharr and served the deaf community in Hidalgo County by providing professional services, American Sign Language interpreting and classes.

B) PROCLAMATION PROCLAIMING THE 21ST ANNIVERSARY OF SEPTEMBER 11, 2001 REMEMBRANCE CEREMONY (ADMINISTRATION)

Mayor Hernandez read proclamation proclaiming the 21st Anniversary of September 11, 2001 Remembrance Ceremony and presented proclamation to Rey Perez, history professor at Vanguard Academy, school administration staff, and members of the Student Council.

Rey Perez thanked the Commission for the proclamation and briefly stated Vanguard Academy would be hosting a ceremony to honor individuals and families who were affected by the September 11, 2001 tragedy and recognized local heroes who contributed to improving the quality of life here at home.

ITEM 3. PUBLIC TESTIMONY

There were no public comments.

ITEM 4. PUBLIC HEARINGS

A) PUBLIC HEARING ON DEVELOPMENT SERVICES CASES

Mayor Hernandez opened the public hearing. There being no comments from the public, the public hearing was closed.

MINUTES: REGULAR CALLED MEETING

September 6, 2022

B) PUBLIC HEARING: SOLICITATION OF COMMENTS FROM THE GENERAL PUBLIC ON THE 2022 TAX YEAR PROPOSED PROPERTY TAX RATE FOR THE CITY OF PHARR (FINANCE)

Mayor Hernandez opened the public hearing. There being no comments from the public, the public hearing was closed.

C) PUBLIC HEARING: SOLICITATION OF COMMENTS FROM THE GENERAL PUBLIC ON BUDGET FISCAL YEAR 2022-2023 (FINANCE)

Mayor Hernandez opened the public hearing. There being no comments from the public, the public hearing was closed.

ITEM 5. CITY MANAGER'S REPORTS

A) CITY ENGINEER'S REPORT

Ruben Alfaro, City Engineer, briefly reported the Donations Assistance Program (DAP) 2015 projects would be completed by October 11, 2022.

Anali Alanis, Assistant City Manager, briefly reported the City of Pharr would be hosting the 16 de Septiembre celebration on Friday, September 16, 2022 at Jones Box Park from 6:00 p.m. to 10:00 p.m. She stated there would be live music, family activities and extended an invitation to everyone to attend.

ITEM 6. CONSENT AGENDA

- A) APPROVAL OF MINUTES FOR AUGUST 15, 2022 REGULAR CALLED MEETING. THIS ITEM SUPPORTS SG - SOUND GOVERNANCE AND FISCAL TRANSPARENCY (ADMINISTRATION)**
- B) CONSIDERATION AND ACTION, IF ANY, ON ORDINANCE CREATING THE DEPARTMENT OF BUILDING AND CODE COMPLIANCE (3RD & FINAL READING). THIS ITEM SUPPORTS QL - QUALITY OF LIFE (ADMINISTRATION)**
- C) CONSIDERATION AND ACTION, IF ANY, ON ORDINANCE AMENDING ORDINANCE NO. O-2022-16 MUNICIPAL FIBER OPTIC FEE SCHEDULE (2ND READING). THIS ITEM SUPPORTS SG - SOUND GOVERNANCE AND FISCAL TRANSPARENCY (ADMINISTRATION)**
- D) CONSIDERATION AND ACTION, IF ANY, AUTHORIZING CITY MANAGER TO ADVERTISE FOR REQUEST FOR PROPOSALS (RFP) FOR MARKETING SERVICES FOR THE TEAMPHARR.NET PROJECT. THIS ITEM SUPPORTS IF - INFRASTRUCTURE (ADMINISTRATION)**

E) CONSIDERATION AND ACTION, IF ANY, ON DEVELOPMENT SERVICES CASES: THE ITEMS BELOW SUPPORT EV - ECONOMIC VITALITY.

1. RUDY'S TEXAS BAR-B-Q, L.L.C./CARLOS TORRES, D/B/A RUDY'S COUNTRY STORE BAR-B-Q, REQUESTED RENEWAL OF THE CONDITIONAL USE PERMIT TO ALLOW THE SALE OF ALCOHOLIC BEVERAGES FOR ON-PREMISE CONSUMPTION IN A LIMITED INDUSTRIAL DISTRICT (L-I). THE PROPERTY IS LEGALLY DESCRIBED AS BEING LOT 1, LOS HOTELES SUBDIVISION, PHARR, HIDALGO COUNTY, TEXAS. THE PROPERTY'S PHYSICAL ADDRESS IS 209 WEST NOLANA LOOP. CUP#040644

2. ERIKA OF TEXAS, INC., REQUESTED A LIFE OF THE USE CONDITIONAL USE PERMIT TO ALLOW A NEW TELECOMMUNICATIONS TOWER IN A LIMITED INDUSTRIAL DISTRICT (L-I). THE PROPERTY IS LEGALLY DESCRIBED AS BEING 0.00048 ACRES, OUT OF LOT 2, PHARR BRIDGE BUSINESS PARK PHASE 3 SUBDIVISION, PHARR, HIDALGO COUNTY, TEXAS. THE PROPERTY IS PHYSICALLY LOCATED AT 900 WEST ZARAGOSA DRIVE. CUP#220843

3. JOSE RUBEN MENDEZ, D/B/A 100% ANTOJITOS MEXICANOS, REQUESTED RENEWAL OF THE CONDITIONAL USE PERMIT TO ALLOW THE SALE OF ALCOHOLIC BEVERAGES FOR ON-PREMISE CONSUMPTION IN A GENERAL BUSINESS DISTRICT (C). THE PROPERTY IS LEGALLY DESCRIBED AS BEING A 0.04-ACRE TRACT OF LAND OUT OF LOT 1, JACKSON RIDGE COURT PHASE 2 SUBDIVISION, PHARR, HIDALGO COUNTY, TEXAS. THE PROPERTY'S PHYSICAL ADDRESS IS 1201 SOUTH JACKSON ROAD, SUITE 9. CUP#140525

4. CARLOS R. ELIZONDO, D/B/A SEPI'S, REQUESTED RENEWAL OF THE CONDITIONAL USE PERMIT TO ALLOW THE SALE OF ALCOHOLIC BEVERAGES FOR ON-PREMISE CONSUMPTION IN A BUSINESS DISTRICT (C-2). THE PROPERTY IS LEGALLY DESCRIBED AS BEING LOT 22, BLOCK 30, PHARR ORIGINAL TOWNSITE, PHARR, HIDALGO COUNTY, TEXAS. THE PROPERTY'S PHYSICAL ADDRESS IS 212 WEST STATE STREET. CUP#190641

5. CITY OF PHARR, FOR THE BETTERMENT OF THE CITY, REQUESTED A CHANGE OF ZONE FROM GENERAL BUSINESS DISTRICT (C) TO SINGLE FAMILY RESIDENTIAL DISTRICT (R-1). THE PROPERTY IS LEGALLY DESCRIBED AS BEING 0.30 ACRES, MORE OR LESS, OUT OF LOT 233, KELLY PHARR SUBDIVISION, PHARR, HIDALGO COUNTY, TEXAS. THE PROPERTY IS PHYSICALLY LOCATED AT 1207 WEST HALL ACRES ROAD. COZ#220741

6. BROWNSTONE CONSULTANTS LLC., ON BEHALF OF RHEA NANNETTE MORA, OWNER, REQUESTED A CHANGE OF ZONE FROM AGRICULTURAL AND/OR OPEN SPACE DISTRICT (A-O) TO RESIDENTIAL MULTI-FAMILY DISTRICT (R-MF). THE PROPERTY IS LEGALLY DESCRIBED AS BEING A 10.854-ACRE TRACT OF LAND, OUT OF THE SOUTH 1/2, OF THE SOUTH 1/2 OF LOT 6, BLOCK 5, A.J. MCCOLL SUBDIVISION, PHARR, HIDALGO COUNTY, TEXAS. THE PROPERTY IS PHYSICALLY LOCATED WITHIN THE 2300 – 2500 BLOCK OF NORTH JACKSON ROAD. COZ#220739

7. LISANDRO ESPINOZA, OWNER, REQUESTED A CHANGE OF ZONE FROM OFFICE AND PROFESSIONAL DISTRICT (O-P) TO SINGLE FAMILY RESIDENTIAL DISTRICT (R-1). THE PROPERTY IS LEGALLY DESCRIBED AS BEING 0.48 ACRES, MORE OR LESS, OUT OF LOT 175, KELLY PHARR SUBDIVISION, PHARR, HIDALGO COUNTY, TEXAS. THE PROPERTY IS PHYSICALLY LOCATED AT 220 NORTH SUGAR ROAD. COZ#220742

F) PLATS: THIS ITEM SUPPORTS EV - ECONOMIC VITALITY

1. MELDEN & HUNT INC., REPRESENTING DERRICK MERCHANT, MANAGER FOR VIA REAL ESTATE, LLC A WYOMING LIMITED LIABILITY COMPANY, REQUESTED FINAL PLAT APPROVAL OF THE PROPOSED PHASE I, LOT 1 GO CARWASH PHARR SUBDIVISION. THE PROPERTY IS LEGALLY DESCRIBED AS BEING 1.470 ACRES BEING A PART OF PORTION OUT OF LOT 7, BLOCK 12, A.J. MCCOLL SUBDIVISION, PHARR, HIDALGO COUNTY, TEXAS. THE PROPERTY IS LOCATED WITHIN THE 7500 BLK. OF SOUTH JACKSON RD. SUB#220827

Mayor Hernandez introduced the item.

Comm. Guajardo **moved** to approve consent agenda items. Comm. Chavez seconded the motion and when put to a vote, it carried unanimously.

Ordinance Nos. O-2022-32, O-2022-33, O-2022-34, and O-2022-35 are filed with the City Clerk's office.

At this time, Mayor Hernandez stated they would deviate from the agenda and go to item 10.D. There was no objection.

ITEM 10. CONTRACTS/AGREEMENTS:

D) CONSIDERATION AND ACTION, IF ANY, ON AMENDMENT NUMBER 1 TO THE INTERLOCAL AGREEMENT BETWEEN THE CITY OF PHARR AND HIDALGO COUNTY DRAINAGE DISTRICT NUMBER 1 (HCDD #1) FOR THE EAST LAS MILPAS ROAD STORMWATER IMPROVEMENTS PROJECT. THIS ITEM SUPPORTS IF - INFRASTRUCTURE (ENGINEERING)

Mayor Hernandez introduced the item and called upon Omar Anzaldua.

Omar Anzaldua, Hidalgo County Drainage District No. 1 Engineer, provided a brief overview of the project. He stated the material for the new pipes was a high-performance polypropylene and HCDD #1 suggested to use these pipes for the whole project length. He further stated the 2-year warranty would be covered by the County.

Comm. Carrillo **moved** to approve. Comm. Chavez seconded the motion and when put to a vote, it carried unanimously.

At this time, Mayor Hernandez, stated they would deviate from the agenda and go into closed session. There was no objection.

ITEM 12. CLOSED SESSION: IN ACCORDANCE WITH CHAPTER 551 OF THE TEXAS GOV'T. CODE, THE PHARR BOARD OF COMMISSIONERS HEREBY GIVES NOTICE THAT IT MAY MEET IN A CLOSED (NON-PUBLIC) EXECUTIVE SESSION TO DISCUSS THE ITEMS LISTED ON THE PUBLIC PORTION OF THE MEETING AGENDA IN ACCORDANCE WITH THE FOLLOWING BELOW

MINUTES: REGULAR CALLED MEETING
September 6, 2022

The time being 4:22 p.m., Mayor Hernandez stated the commission would be entering into closed session in accordance with Chapter 551 of the Texas Govt. Code to discuss agenda items listed in the public portion of the agenda and Pursuant to Sections 551.071, 551.072, 551.074, 551.076, 551.084 and 551.087.

ITEM 13. RECONVENE

The time being 6:03 p.m., Mayor Hernandez stated the commission would be resuming the open meeting.

REGULAR AGENDA - OPEN SESSION

ITEM 7. ORDINANCES AND RESOLUTIONS:

- A) CONSIDERATION, IF ANY, ON ORDINANCE AMENDING ORDINANCE NO. O-2021-27 EMS FEE SCHEDULE (1ST READING). THIS ITEM SUPPORTS SG - SOUND GOVERNANCE AND FISCAL TRANSPARENCY (EMERGENCY MEDICAL SERVICES)**

Andy Harvey, City Manager, introduced the item.

Comm. Guajardo **moved** to approve. Comm. Chavez seconded the motion and when put to a vote, it carried unanimously.

- B) CONSIDERATION AND ACTION, IF ANY, ON ORDINANCE ADOPTING GRANTS MANAGEMENT POLICIES AND PROCEDURES MANUAL (1ST READING). THIS ITEM SUPPORTS SG - SOUND GOVERNANCE AND FISCAL TRANSPARENCY (GMCD)**

Andy Harvey, City Manager, introduced the item.

Comm. Guajardo **moved** to approve. Comm. Chavez seconded the motion and when put to a vote, it carried unanimously.

- C) CONSIDERATION AND ACTION, IF ANY, ON RESOLUTION APPOINTING/RE-APPOINTING ONE (1) MEMBER TO THE BRIDGE BOARD. THIS ITEM SUPPORTS SG- SOUND GOVERNANCE AND FISCAL TRANSPARENCY (TABLED) (BRIDGE)**

Andy Harvey, City Manager, introduced the item.

Comm. Carrillo **moved** to untable item. Comm. Caballero seconded the motion and when put to a vote, it carried unanimously.

Comm. Carrillo **moved** to appoint Lazaro Beas as member to the Bridge Board. Comm. Chavez seconded the motion and when put to a vote, it carried unanimously.

Resolution No. R-2022-32 is filed with the City Clerk's Office.

- D) CONSIDERATION AND ACTION, IF ANY, ON RESOLUTION APPOINTING/RE-APPOINTING FOUR (4) MEMBERS TO THE PHARR ECONOMIC DEVELOPMENT CORPORATION II BOARD OF DIRECTORS. THIS ITEM SUPPORTS SG - SOUND GOVERNANCE AND FISCAL TRANSPARENCY (TABLED) (PEDC II)**

Andy Harvey, City Manager, introduced the item and stated no action would be taken at this time.

- E) CONSIDERATION AND ACTION, IF ANY, ON RESOLUTION ADOPTING THE UPDATED CITY FISCAL AND ACCOUNTING MANAGEMENT POLICIES. THIS ITEM SUPPORTS SG - SOUND GOVERNANCE AND FISCAL TRANSPARENCY (FINANCE)**

Andy Harvey, City Manager, introduced the item.

Comm. Guajardo **moved** to approve. Comm. Chavez seconded the motion and when put to a vote, it carried unanimously.

Resolution No. R-2022-33 is filed with the City Clerk's Office.

- F) CONSIDERATION AND ACTION, IF ANY, ON RESOLUTION TO ACCEPT PETITION FOR VOLUNTARY ANNEXATION, SETTING DATE, TIME AND PLACE FOR PUBLIC HEARING, AUTHORIZING AND DIRECTING PUBLICATION OF THE NOTICE OF SUCH PUBLIC HEARING, AND DIRECTING THE CITY MANAGER TO PREPARE SERVICE PLAN FOR APPROXIMATELY 13.12 ACRES OF LAND, MORE OR LESS, LOCATED SOUTH OF WEST JAVELINA DRIVE, IN THE CITY OF PHARR'S EXTRATERRITORIAL JURISDICTION ETJ, HIDALGO COUNTY, TEXAS. THIS ITEM SUPPORTS EV - ECONOMIC VITALITY (DEVELOPMENT SERVICES)**

Andy Harvey, City Manager, introduced the item.

Comm. Guajardo **moved** to approve. Comm. Chavez seconded the motion and when put to a vote, it carried unanimously.

Resolution No. R-2022-34 is filed with the City Clerk's Office.

ITEM 8. ADMINISTRATIVE

- A) CONSIDERATION PURSUANT TO SECTION 551.074, TEXAS GOV'T CODE, TO DELIBERATE THE APPOINTMENT, EMPLOYMENT, EVALUATION, REASSIGNMENT, DUTIES, DISCIPLINE, OR DISMISSAL OF THE CITY MANAGER (TABLED) (ADMINISTRATION)**

Andy Harvey, City Manager, introduced the item.

Comm. Guajardo **moved** to untable. Comm. Carrillo seconded the motion and when put to a vote, it carried unanimously.

No action was taken at this time.

B) CONSIDERATION AND APPROPRIATE ACTION, IF ANY, REGARDING THE APPOINTMENT, EVALUATION, REASSIGNMENT, DUTIES, DISCIPLINE, OR DISMISSAL OF CITY MANAGER **(TABLED) (ADMINISTRATION)**

Andy Harvey, City Manager, introduced the item.

Comm. Guajardo **moved** to untable. Comm. Chavez seconded the motion and when put to a vote, it carried unanimously.

Comm. Carrillo **moved** to accept resignation of City Manager. Comm. Guajardo seconded the motion and when put to a vote, it carried unanimously.

C) CONSIDERATION AND ACTION, IF ANY, APPOINTING INTERIM CITY MANAGER **(TABLED) (ADMINISTRATION)**

Andy Harvey, City Manager, introduced the item.

Comm. Guajardo **moved** to untable. Comm. Chavez seconded the motion and when put to a vote, it carried unanimously.

Comm. Carrillo **moved** to appoint Anali Alanis as Interim City Manager. Comm. Guajardo seconded the motion and when put to a vote, it carried unanimously.

ITEM 9. PURCHASING

A) CONSIDERATION AND ACTION, IF ANY, AUTHORIZING CITY MANAGER TO PURCHASE SURVEILLANCE CAMERA UPGRADES FOR POLICE DEPARTMENT TOWERS FROM A3 COMMUNICATIONS, INC. DBA 3SIXTY INTEGRATED FROM SAN ANTONIO, TEXAS THROUGH GSA COOPERATIVE CONTRACT #GS-07F-0200W IN AN AMOUNT NOT TO EXCEED \$95,615.15. THIS ITEM SUPPORTS SSC - SAFE AND SECURE COMMUNITY (IT)

Andy Harvey, City Manager, introduced the item.

Comm. Carrillo **moved** to approve. Comm. Guajardo seconded the motion and when put to a vote, it carried by a majority vote of six (6) ayes and one (1) abstention. Comm. Chavez abstained from voting.

September 6, 2022

ITEM 10. CONTRACTS/AGREEMENTS:

- A) CONSIDERATION AND ACTION, IF ANY, AGREEMENT BETWEEN THE CITY OF PHARR AND AXON ENTERPRISE, INC. FOR THE PURCHASE OF 152 AXON TASER 7 DEVICES THROUGH BUYBOARD CONTRACT NO. 648-21 IN THE AMOUNT OF \$105,719.36 FOR YEAR 2022 AND FOR EACH ADDITIONAL YEAR UNTIL AUGUST 2026 FOR A TOTAL OF \$528,595.20 FOR THE PHARR POLICE DEPARTMENT-PATROL OPERATIONS. THIS ITEM SUPPORTS SSC - SAFE AND SECURE COMMUNITY (POLICE)**

Andy Harvey, City Manager, introduced the item.

Comm. Guajardo **moved** to approve. Comm. Carrillo seconded the motion and when put to a vote, it carried unanimously.

- B) CONSIDERATION AND ACTION, IF ANY, ON LEASE AGREEMENT WITH STRYKER SALES, LLC, OUT OF REDMOND, WA FOR LUCAS 3.1 CHEST COMPRESSION SYSTEMS FOR USE BY THE FIRE DEPARTMENT. THIS ITEM SUPPORTS SSC - SAFE AND SECURE COMMUNITY (FIRE)**

Andy Harvey, City Manager, introduced the item.

Comm. Guajardo **moved** to approve. Comm. Carrillo seconded the motion and when put to a vote, it carried unanimously.

- C) CONSIDERATION AND ACTION, IF ANY, AUTHORIZING CITY MANAGER TO AWARD A CONTRACT FOR THE PSJA TRI-CITY PEDESTRIAN SAFETY IMPROVEMENTS PROJECT PHASE I TO ASAGO, LLC, OUT OF MISSION, TEXAS IN THE AMOUNT OF \$2,325,300.55. THIS ITEM SUPPORTS QL - QUALITY OF LIFE (ENGINEERING)**

Andy Harvey, City Manager, introduced the item.

Comm. Guajardo **moved** to approve. Comm. Carrillo seconded the motion and when put to a vote, it carried unanimously.

- E) CONSIDERATION AND ACTION, IF ANY, AUTHORIZING CITY MANAGER TO EXTEND THE SUPPLY CONTRACT WITH CASCO INDUSTRIES OUT OF LA PORTE, TEXAS FOR THE PURCHASE OF STRUCTURAL FIREFIGHTING HELMETS. THIS ITEM SUPPORTS SSC - SAFE AND SECURE COMMUNITY (PURCHASING)**

Andy Harvey, City Manager, introduced the item.

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

MINUTES: REGULAR CALLED MEETING

September 6, 2022

- F) CONSIDERATION AND ACTION, IF ANY, AUTHORIZING CITY MANAGER TO EXTEND SERVICE CONTRACT FOR THE CITY WIDE ELECTRICAL ON-CALL AND MAINTENANCE SERVICES ROTATION LIST. THIS ITEM SUPPORTS IF - INFRASTRUCTURE (PURCHASING)**

Andy Harvey, City Manager, introduced the item.

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

- G) CONSIDERATION AND ACTION, IF ANY, AUTHORIZING CITY MANAGER TO EXTEND THE SUPPLY CONTRACT FOR THE PURCHASE AND APPLICATION OF PRIME COAT AND TACK COAT WITH ASPHALT OIL EXPRESS OUT OF EDINBURG, TEXAS. THIS ITEM SUPPORTS IF - INFRASTRUCTURE (PURCHASING)**

Andy Harvey, City Manager, introduced the item.

Comm. Chavez **moved** approve. Comm. Guajardo seconded the motion and when put to a vote, it carried unanimously.

- H) CONSIDERATION AND ACTION, IF ANY, AUTHORIZING CITY MANAGER TO AWARD SUPPLY CONTRACT FOR THE PURCHASE AND DELIVERY OF CHLORINE AND CALCIUM HYPO-CHLORITE TO DPC INDUSTRIES, INC. FROM CORPUS CHRISTI, TEXAS. THIS ITEM SUPPORTS IF - INFRASTRUCTURE (PURCHASING)**

Andy Harvey, City Manager, introduced the item.

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

- I) CONSIDERATION AND ACTION, IF ANY, AUTHORIZING CITY MANAGER TO ENTER INTO AN AGREEMENT WITH WORKFORCE SOLUTIONS FOR THE TEXAS INTERNSHIP INITIATIVE PROGRAM. THIS ITEM SUPPORTS EV - ECONOMIC VITALITY (IT)**

Andy Harvey, City Manager, introduced the item.

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

- J) CONSIDERATION AND ACTION, IF ANY, ON AMENDMENT NUMBER 1 TO THE FIBER CONSTRUCTION MANAGEMENT CONTRACT. THIS ITEM SUPPORTS IF - INFRASTRUCTURE (ADMINISTRATION)**

MINUTES: REGULAR CALLED MEETING
September 6, 2022

Andy Harvey, City Manager, introduced the item.

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

ITEM 11. LEGAL

A) ATTORNEY CONSULTATION PURSUANT TO SECTION 551.071, TEXAS GOV'T CODE TO RECEIVE LEGAL ADVICE AND COUNSEL IN CONNECTION WITH THE CITY COMMISSION'S LEGAL RIGHTS AND OBLIGATIONS PERTAINING TO THE SUPERVISION AND MANAGEMENT OF A PUBLIC OFFICER OR EMPLOYEE AND RELATED LEGAL ISSUES (LEGAL)

Andy Harvey, City Manager, introduced the item and stated no action was necessary.

ITEM 14. ADJOURNMENT

At this time, Andy Harvey, City Manager, thanked the Commission for the opportunity to serve as City Manager and stated he would be continuing to work at the Pharr Police Department as Police Chief.

Mayor Hernandez stated Chief Harvey had excelled as Police Chief and had made the department a premier department. He further stated he was looking forward to his work and contributions to the community.

There being no other business to come before the board, Comm. Carrillo **moved** to adjourn. Comm. Chavez seconded the motion and when put to a vote, the motion carried unanimously. Meeting adjourned at 6:15 p.m.

CITY OF PHARR

AMBROSIO HERNANDEZ
MAYOR

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

ON THIS THE 6th DAY OF SEPTEMBER 2022 the Board of Commissioners of the City of Pharr, Texas convened in a **REGULAR CALLED MEETING** at the Commissioner's Room located at 118 S. Cage, 2nd Floor, Pharr, Texas. The meeting

MINUTES: REGULAR CALLED MEETING

September 6, 2022

being open to the public and notice of said meeting, giving the date, place, subject, hereof, having been posted in accordance with Chapter 551, Texas Government Code (Open Meetings Act) and there being present a quorum, I, **HILDA PEDRAZA, CITY CLERK**, of the City of Pharr, Texas, certify that this is a true and correct copy of the minutes.

ATTEST:

HILDA PEDRAZA, CITY CLERK

APPROVED:

DRAFT



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 6.B.

DATE SUBMITTED: September 7, 2022

MEETING DATE: September 19, 2022

FROM: Hilda Pedraza, City Clerk

DEPARTMENT: Administration

DIRECTOR: Jose Pena

Agenda Item: Consideration and action, if any, on Ordinance amending Ordinance No. O-2022-16 Municipal Fiber Optic Fee Schedule (*3rd & Final Reading*). **This item supports SG - Sound Governance and Fiscal Transparency.**

Classification: Consent

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

Issue: The fees may need to be updated

Fiscal Consideration: n/a

Staff Recommendation: Approval

Alternatives: deny request

Exclude Material from Public Packet? No

Reason: n/a

ROUTING:

Hilda Pedraza

Jose Pena

Patricia Rigney

Karla Saavedra

City Management Office

Created/Initiated - 9/7/2022

Approved - 9/16/2022

Approved - 9/16/2022

New -

ORDINANCE NO. O-2022-XX

AN ORDINANCE AMENDING ORDINANCE O-2022-16 AMENDING THE MUNICIPAL FIBER OPTIC SERVICE FEE SCHEDULE, PROVIDING FOR REPEALING OF CONFLICTING ORDINANCE(S) CLAUSE, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Board of Commissioners of the City of Pharr desire to provide reliable, high-speed internet to the residents and businesses of Pharr, for the benefit and growth of economic and community goals; and

WHEREAS, the Board of Commissioners find that providing fiber-optic services will provide reliable, high-speed internet serves a public purpose; and

WHEREAS, the Board of Commissioners has approved a municipally owned fiber-optic broadband network to provide fast and reliable internet service to residential and commercial customers; and

WHEREAS, a community survey was conducted for residents and businesses to determine the appropriate monthly service rates; and

WHEREAS, home-ruled cities may take actions authorized by the City charter and not specifically prohibited or preempted by the Texas Constitution, state, or federal law; and

WHEREAS, Cities may regulate a range of local services to promote the general welfare of the City's residents; and

WHEREAS, the City, as a home-rule municipality, can provide a service and charge a user fee for its use; and

WHEREAS, the Board of Commissioners seeks to establish user fees for the cost of providing the services; and

WHEREAS, the City has adopted a schedule of fees, charges, expenses and a collection procedure for municipal fiber optic services and other such matters pertaining to this ordinance; and

WHEREAS, all existing and prior ordinances are hereby amended and reinstated to read as follows:

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

SECTION 1: Ordinance No. 2022-16 is hereby adopted.

SECTION 2. RATES AND FEES.

A. FIBER OPTIC MONTHLY SERVICE RATES

1. Residential Monthly Rates

Residential	Speed (Mbps)	Monthly Rate
Blue Plan	500	\$25.00
Gold Plan	1,000	\$50.00

2. **Small Business Commercial Monthly Rates** – shall apply to small and medium sized businesses requiring a wireless modem.

Small Business	Speed (Mbps)	Monthly Rate
Silver Gold Plan	200 300	\$100.00 \$70.00
Gold Plan	500	\$100.00

3. **Enterprise Commercial Monthly Rates** – shall apply to businesses that require dedicated fiber connection.

Enterprise	Speed (Mbps)	Monthly Rate
Green Plan	200 300	\$250.00 \$500.00
Blue Plan	600 500	\$350.00 \$1000.00
Gold Plan	1,000	\$500.00 \$1,500.00

B. FIRST MONTH SERVICE FEE

A payment for first month of service shall be made for residential, small business, and enterprise commercial connections to the city's broadband internet services prior to getting connected.

C. MISCELLANEOUS FEES

Type	Fee
No Premise Access	\$25.00
Missed Appointment	\$25.00
Reconnection	\$25.00
*Upgraded Wireless Access Point	\$5.00/month
Wireless Mesh Device	\$5.00/device/month
<u>Equipment Fees if not returned</u>	
UPS battery backup	\$65.00
Fiber ONT	\$120.00
Standard Wifi Access Point	\$100.00
Upgraded Wifi Access Point	\$165.00

<u>Static IP Addresses</u>	
One-time Setup	\$50.00
SmartPak 1 (1 useable)	\$5.00
SmartPak 2 (5 useable)	\$25.00
SmartPak 3 (13 useable)	\$65.00
SmartPak 4 (29 useable)	\$145.00

(*Note) – Standard modem is included at no charge.

SECTION 3: REPEALING CLAUSE.

All ordinances or parts of ordinances or conflict with this ordinance are hereby repealed.

SECTION 4: SEVERABILITY CLAUSE.

The invalidity of any section, clause, sentence, or provision of this ordinance shall not affect the validity of any other part thereof.

SECTION 5: EFFECTIVE DATE; PUBLICATION.

The Ordinance shall take effect and be in force from and after its passage and approval on three (3) separate readings in accordance with Section 8, Article 3 of the Charter of the City of Pharr, Texas.

Publication, if necessary, may also be in caption form as allowed under Section 9 of the Pharr City Charter.

SECTION 6: PROPER NOTICE AND MEETING.

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

PASSED AND APPROVED ON THE FIRST READING BY THE BOARD OF CITY COMMISSIONERS OF THE CITY OF PHARR, TEXAS, on this the 15th day of August 2022.

CITY OF PHARR

AMBROSIO HERNANDEZ
MAYOR

ATTEST:

HILDA PEDRAZA, CITY CLERK

PASSED AND APPROVED ON THE SECOND READING BY THE BOARD OF CITY COMMISSIONERS OF THE CITY OF PHARR, TEXAS, on this the 5th day of September, 2022.

CITY OF PHARR

AMBROSIO HERNANDEZ
MAYOR

ATTEST:

HILDA PEDRAZA, CITY CLERK

PASSED AND APPROVED ON THE THIRD AND FINAL READING BY THE BOARD OF CITY COMMISSIONERS OF THE CITY OF PHARR, TEXAS, on this the 19th day of September, 2022.

CITY OF PHARR

AMBROSIO HERNANDEZ
MAYOR

ATTEST:

HILDA PEDRAZA, CITY CLERK



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 6.C.

DATE SUBMITTED: September 7, 2022

MEETING DATE: September 19, 2022

FROM: Hilda Pedraza, City Clerk

DEPARTMENT: Emergency Medical Services

DIRECTOR: Daniel Ramirez

Agenda Item: Consideration and action, if any, on Ordinance amending Ordinance No. O-2021-27 EMS Fee Schedule (*2nd Reading*). **This item supports SG - Sound Governance and Fiscal Transparency.**

Classification: Consent

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

Issue: EMS Department is asking for the EMS Transport fee's be adjusted

Fiscal Consideration: The fiscal consideration is an increased revenue per call.

Staff Recommendation: Staff recommends approval by adjusting the EMS Fee schedule.

Alternatives: The alternative is to leave fees the same.

Exclude Material from Public Packet? No

Reason: Not excluded.

ROUTING:

Hilda Pedraza
Daniel Ramirez
Patricia Rigney
Karla Saavedra
City Management Office

Created/Initiated - 9/7/2022
Approved - 9/15/2022
Approved - 9/15/2022
Approved - 9/15/2022
Final Approval - 9/16/2022

ORDINANCE NO. O-2021-__

AN ORDINANCE OF THE CITY OF PHARR AMENDING O-2021-271817-13, CHAPTER 50, ARTICLE III OF THE CITY CODE OF ORDINANCE REGULATING EMERGENCY AMBULANCE SERVICE IN THE CITY OF PHARR; DECLARING THAT THE CITY WILL BE SOLE PROVIDER OF EMERGENCY AMBULANCE SERVICE WITHIN THE CITY, PROVIDING FOR PENALTY; REPEALING PRIOR ORDINANCES, PROVIDING FOR SEVERABILITY; PROVIDING FOR PUBLICATION; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, a privately owned and operated ambulance company had furnished public and emergency ambulance service to the Citizens of Pharr for many years; and

WHEREAS, such privately owned and operated ambulance company is on the verge of discontinuing such ambulance services in the City of Pharr in April of 2021; and

WHEREAS, the continuance of emergency and non-emergency ambulance services and emergency medical services to the citizens of Pharr is of utmost important to the health, safety, and welfare of the Citizens of Pharr, and

WHEREAS, the City Commission of the City of Pharr, Texas has investigated and determined that there is a public need for emergency and non-emergency ambulance services; and that the further regulation and provision of such ambulance services is intended to be a valid exercise of police power by the City; and

WHEREAS, the City Commission has decided to provide emergency ambulance services, as, in the judgment of the City Commission, are necessary and reasonable for the continuing health, safety, and welfare of the citizens of Pharr; and

WHEREAS, the City deems it in the best interest of the Citizens that it declare that the City of Pharr Emergency Medical Services Department ("City EMS") will be the sole provider of emergency ambulance services within the City of Pharr city limits; and

WHEREAS, in order to safely and effectively manage the number of private ambulances within the City, it is in the best interests of the citizens of the city to adopt regulations governing private ambulance service in the City; and

WHEREAS, the City Commission therefore desires to amend the City's Code of Ordinances, Chapter 50 Article III as set forth herein.

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

Findings Incorporated. The findings set forth above are incorporated into the body of this Ordinance as if fully set forth herein.

Purpose. The purpose of this Ordinance is to declare that the City of Pharr Emergency Medical Services Department is the sole provider of emergency ambulance response to emergency calls for service and to regulate private ambulance service within the City.

SEC. 50-86. DEFINITIONS. As used herein the following words shall have the meaning indicated:

- (a) **ALS** means advanced life-support emergency medical service vehicle qualification. A vehicle qualifies as an advanced life-support emergency medical services vehicle if it:
 - (1) When response-ready or in-service, authorized EMS vehicles operating at the ALS level shall be staffed at a minimum with one EMT Basic and one AEMT or EMT- Intermediate
 - (2) has sufficient equipment and supplies for providing intravenous therapy and endotracheal or esophageal intubation; and
 - (3) has two-way radio communications.
- (b) **Ambulance** means any vehicle equipped or used for transporting wounded, injured, or sick persons, but specifically excludes funeral coaches and vehicles used for patient transfers.
- (c) ~~**Ambulance Call** means the act of responding with an ambulance to a request for transportation of a sick or injured person. **Not used in here.**~~
- (d) **Ambulance Personnel** means a person who has the duty of performing or assisting in the performance of an ambulance call, including ~~driving~~driving, or acting as an attendant on an ambulance.
- (ed) **BLS** means basic life-support emergency medical services vehicle qualification. A vehicle qualifies as a basic life-support emergency medical services vehicle if it is designed for transporting the sick or injured and has sufficient equipment and supplies for providing basic life-support.
- (fe) **City** means and refers to the City of Pharr, Texas, and its City limits, including its extraterritorial jurisdiction. DO WE INCLUDE ETJ?
- (gf) **Critical Care Transport** means the provision of medical care by a critical care transport team to a patient requiring critical care transport by a critical care transport agency such that the failure to initiate on an urgent basis or maintain during transport acute medical interventions, pharmacological interventions, or technologies would likely result in sudden, clinically significant or life threatening deterioration in the patient's condition.
- (gh) ~~**Director** DO WE CHANGE THIS TO EMS CHIEF? means the director of the department designated by the City Manager to enforce and administer this article, or the director's authorized representative.~~

- (i) **Emergency ambulance** means an ambulance used, designed or redesigned for the purpose of transporting the sick or injured, providing basic life-support, advanced life-support, or mobile intensive care, the rendering of first aid, and/or assisting in rescue operations while the vehicle is being operated under emergency conditions.
- (jh) ~~Emergency Care means care provided to the sick or injured during emergency transportation to a medical facility and includes any necessary stabilization of the sick or injured in connection with that transportation. NOT USED IN HERE~~
- (k) **Emergency/9-1-1 call** means a request for ambulance service in which the element of time in transporting the sick, injured or wounded for medical treatment is essential to the health or life of such person.
- (li) **Emergency circumstances** means the existence of circumstances in which the element of time in transporting the sick, injured or wounded for medical treatment is essential to the health or life of such person.
- (jm) **Emergency medical service advisory designee (EMSAD)** means the individual (normally the ~~EMSfire c~~Chief or his designee) authorized to oversee the operation of the ambulance service system ~~and the performance of the awarded company under the terms of the contract.~~
- (nk) **Emergency patient** means a person in whom a sickness or injury may cause a significant risk to the person's life or limb. Such sickness or injury may include, but is not limited to, trauma (major injury to the body, head, or extremities), chest pain, abdominal pain, unconsciousness, delirium, imminent delivery of a child, and serious infection.
- (ol) **Emergency run** means an emergency ambulance trip, ~~that may require~~ requiring the use of warning lights or sirens, to the place where an emergency exists or from the place of the emergency to a hospital, medical clinic or office, or other appropriate destination for the patient.
- ~~(i) **Emergency service** means the company that has been awarded the current emergency ambulance service contract and has been granted a license from the City of Pharr in conjunction of the execution of such contract.~~
- ~~(m) **EMS Chief** means the director of the EMS Department designated by the City Manager to enforce and administer this Ordinance, or the Director's authorized representative.~~
- ~~(p) **Licensee** means the company that has been awarded the current emergency ambulance service contract and has been granted a license from the City of Pharr in conjunction of the execution of such contract.~~
- ~~(p) **Pharr Public Safety Communication Center** means the central communications center of the Pharr Police and Fire Department or EMC????~~
- (en) **MICU** means mobile intensive care unit. Emergency ambulance service that utilizes a vehicle designed and qualified as an advanced life-support emergency services vehicle as defined herein and has sufficient equipment and supplies to provide cardiac monitoring, defibrillation, cardioversion, drug therapy, and two-way radio communication, and ~~has qualified personnel to render such services when~~

response-ready or in-service, authorized EMS vehicles operating at the MICU level shall be staffed at a minimum with one EMT Basic and one certified or licensed EMT-Paramedic.

(~~of~~) **Neonate/Pediatric Transport Personnel** means a registered nurse, physician, or respiratory therapist specially trained in the emergency and transport care of newborn and pediatric patients.

(~~ps~~) **Operate** means to drive or to be in control of an ambulance.

(~~qt~~) **Operator** means the driver of an ambulance, the owner of an ambulance, or the holder of a private ambulance service license.

(~~ru~~) **Owner** means the person to whom state license plates for a vehicle were issued.

(~~sv~~) **Person** means any individual, corporation, business, trust, partnership, association, or other legal entity.

(~~t~~) **Pharr Public Safety Communication Center** means the central communications center of the City of Pharr.

(~~wu~~) **Private ambulance** means an ambulance constructed, equipped, and used for transporting sick, injured, or deceased persons under circumstances that do not constitute an emergency and have not been represented as an emergency.

(~~vx~~) **Private ambulance service** means the business of transporting, for compensation, sick, injured, or deceased persons under circumstances that do not constitute an emergency and have not been represented as an emergency. (BUT SEE DEFINITION OF TRANSPORT SERVICE)

(~~wy~~) **Private Ambulance Service Registration** means a permit issued by the City to allow a private ambulance service to operate within the City. A private ambulance service becomes registered when it applies, meets the requirements specified in this Ordinance, and has been approved by the City.

(~~xz~~) **Registered Agency** means a person or entity authorized under this article to engage in private ambulance service. The term includes any owner, operator, driver, ambulance personnel, employee, or agent of the licensed business, but does not include a subcontractor.

(~~yaa~~) **Response time** means the total elapsed time between the moment the licensee's dispatch center personnel have received a request for services and patient location (i.e., "time call received") and the moment the licensee's responding unit arrives upon the scene of the emergency incident (i.e., "time unit arrived").

(~~zbb~~) **Special event** means any parade, sporting event, concert, or other event or gathering requiring on-site standby medical personnel.

(~~aace~~) **Specialized Emergency Medical Services Vehicle** means a vehicle that is designed for responding to and transporting sick or injured persons by any means of transportation other than by standard automotive ground ambulance or rotor or

fixed wing aircraft that has sufficient staffing, equipment, and supplies to provide for the specialized needs of the patient transported. This category includes, but is not limited to, watercraft, off-road vehicles, and specially designed, ~~configured~~configured, or equipped vehicles used for transporting special care patients such as critical care or burn patients.

(~~bbdd~~) **Street** means any street, alley, avenue, boulevard, drive, highway~~highway~~, or other surface commonly used for the purpose of travel within the corporate City limits of the City. ~~ETJ??~~

(~~ccee~~) **Transport Service** ~~shall include:~~ include:

1. ~~Shall include t~~The non-emergency pickup and delivery within the limits of the City ~~and its ETJ of sick, of sick,~~ injured, or wounded persons where the element of time in transporting said sick, injured, or wounded persons (patients to or from a hospital, rest home, or other health care facility) is not essential to the health or life of such patient. Such transport vehicles shall be at a BLS as a minimum during the transport of a patient. The transport service regulated hereby does not regulate the pickup of a patient outside the City.
2. Responding to an Emergency/ 9-1-1 Call~~(assisting the City contracted ambulance company)~~. Such transport vehicles shall have as a minimum of a MICU vehicle and a paramedic attendant, unless directed otherwise by City emergency personnel (~~i.e.i.e.~~, major emergency situations with multiple injuries).

SEC. 50-87 AMBULANCE SERVICES PROVIDED BY CITY EMERGENCY MEDICAL SERVICES DEPARTMENT

- A. The City Emergency Medical Services Department (City EMS) shall provide all emergency ambulance response to emergency calls for service within the City except as provided herein.
- B. The City EMS department shall be the sole primary ~~also exclusively~~ provider of all ~~Transport Service and Special Event~~ emergency medical services upon the streets, alleys or any public way or place within the City; provided, however, the City EMS Department may authorize registered private ambulance services to provide transport service and special event services when City EMS Services are not available.
- C. The City shall charge fees for non-emergency and emergency ambulance services in the City provided in response to all calls for service received by the City EMS Department ~~requesting the services~~.
- D. The person receiving emergency ambulance service, whether transported by ambulance or treated without being transported by ambulance and any person contracting for the service shall be responsible for payment of all fees. In the case of service received by a minor, the parent or guardian of the minor shall be responsible for payment of all fees.

**SEC. 50-88 ~~CITY LICENSE REQUIRED~~ PRIVATE AMBULANCE SERVICE
REGISTRATION REQUIRED.**

- A. A person commits an offense if he operates a private ambulance service within the City without a valid private ambulance service registration issued by the City or operates or attempts to operate a private emergency ambulance service within the City in violation of this Ordinance. Proof of registration shall be prominently displayed on the rear driver side of the ambulance.
- B. A person commits an offense if he advertises or causes to be advertised the operation of a private ambulance service that does not have a valid private ambulance service registration granted under this Ordinance when the advertisement is reasonably calculated to be seen by persons seeking private ambulance service in the City.
- C. A person commits an offense if he~~y~~ transports or offers to transport, for compensation, a sick, injured, or deceased person by private ambulance from a location within the City to a location either inside or outside the City without holding or being employed by a person holding a valid private ambulance service registration issued under this Ordinance.
- D. A person commits an offense if he hires or employs a private ambulance service to pick up a sick, injured, or deceased person in the City when he knows the private ambulance service does not have a valid private ambulance service registration under this Ordinance.
- E. No person shall furnish, operate, conduct, maintain, ~~advertise~~advertise, or otherwise be engaged in the operation of medical transfer services upon the streets of the City without first having registered in accordance with the terms and provisions of this Ordinance.
- F. An exception shall be made on emergency services furnished for calls originating outside the City.
- G. Specialized Emergency Medical Services Vehicles are exempted from the registration requirements of this Ordinance.

~~G.~~

~~It shall be unlawful for any person to engage in furnishing emergency or non-emergency service within the City by operating or driving or causing to be operated or driven an emergency or non-emergency ambulance upon the public streets of the City without first having obtained a license, which shall be prominently displayed on the rear driver side of the ambulance, as hereinafter provided. An exception shall be made on emergency services furnished for calls originating outside the City. Air ambulance companies are exempted from licensing requirements of this chapter.~~

~~It shall be an affirmative defense to any prosecution brought under this section that the emergency ambulance service in question was provided in response to a call or request from a private citizen or specifically requested by an officer or employee of the City.~~ do we want this exception?

SEC. 50.89 PRIVATE AMBULANCE REGISTRATION REQUIREMENTS APPLICATION FO

~~R-LICENSE.~~

~~To obtain a private ambulance service registration, a person must make written application Applications for licenses under this division shall be made to the EMS Chief containing the following: City Manager or his designee and shall contain the following:~~

- (1) The name, telephone number, address, and e-mail address of the owner(s) of the ambulance service, the trade name under which applicant does business, and the street address and telephone number of the business establishment from which the private ambulance service will be operated.
- (2) The form of business of the applicant and, if the business is a sole proprietorship, partnership, corporation, or association, a copy of the documents establishing the business and the name and address of each person with a direct interest in the business.
- (3) A brief description of the experience and history of the ambulance service as well as a minimum of three references, one of which must be from a hospital located in Hidalgo County, with the name and business phone number of a contact person, capable of evaluating the ambulance service provider in a comprehensive manner.
- (4) Proof of a registration from the Texas Department of State Health Services to operate as an emergency medical services provider.
- (5) A brief description of the method by which emergency ambulance service is to be provided and coordinated with local hospitals, ~~police~~police, and fire departments, and 911 emergency service, as applicable, in the City.
- (6) The location and description from which the ambulance(s) will operate within the service delivery districts.
- (7) The number and description of the ambulance(s), including photos, the make, model, year of manufacture, Vehicle Identification Number, state license number for the current year, ~~motor and chassis number~~, and a description of the equipment in each ambulance for providing emergency medical service.
- (8) Identity of the persons who will operate the ambulance(s) and their certifications issued by the Texas Department of State Health Services., ~~their social security number, list of training classes, date of issue and numbers of all E.M.S.~~

~~certifications held by each of such persons pertaining to ambulance and emergency medical service required by the Texas Department of Health.~~

- (9) A statement that the applicant agrees to comply with this Ordinance and all local, state, and federal laws. ~~[division and all laws and] Ordinances applicable to ambulance or emergency ambulance service, and proof that the applicant has all required licenses and required equipment.~~
- (10) A statement that the applicant will render satisfactory and efficient ambulance service in accordance with criteria and standards generally recognized in the emergency ambulance business.
- (11) A certificate of insurance verifying insurance in the amounts set forth in this division for the full term of the proposed registration license.

SEC 50-9089. REQUIREMENTS FOR ISSUANCE OF REGISTRATION LICENSE.

- (A) ~~TT~~ ~~The Fire Chief~~ EMS Chief or his/her designee may recommend the issuance of a registration ~~license~~ license to the City Manager if he/she determines:
 - (1) That the applicant maintains a sufficient number of ambulances with adequate equipment to efficiently serve the general public in the City and that the granting of such license will promote the health, safety, and general welfare of the general public.
 - (2) That the applicant has filed with the ~~Fire Department~~ EMS Chief or his/her designee insurance policies providing insurance coverage for each vehicle owned or operated by the applicant for injury to or death of persons in accidents resulting from any cause for which the owner or operator of the vehicle would be liable on account of any liability imposed on such person by law, regardless of whether the ambulance was being driven by the owner or owner's employee, agent, agent, or lessee. Applicant shall provide coverage in all categories equivalent to the 911 contract provider:
 - (3) Liability for injury to any one person, \$1,000,000
 - (a) Liability arising out of one occurrence, for injury to one or more persons arising out of ~~one occurrence~~, \$1,000,000.
 - (b) Property damage, per occurrence, \$1,000,000.
 - (c) The applicant has provided a certificate of malpractice insurance of \$1,000,000 for each claim. The applicant shall provide malpractice insurance on "occurrence" rather than a "claims made" basis. That is, as long as the incident occurred during the policy period, coverage shall be provided no matter when the claim is made, even if the claim is made several months or years after the actual event took place or after this contract or the insurance policy expires.

(d) The certificate of insurance shall show general liability coverage for the applicant in the amount of \$1,000,000.00. If a license is issued, the licensee shall name the City as an additional insured on such policies.

(e) Insurance required under this section must include: (1) a cancellation provision in which the insurance company is required to notify the City EMS Department in writing not fewer than ten (10) days before canceling, failing to renew, or making a material change to the insurance policy; and (2) a provision to cover all vehicles, whether or not owned by the registrant, operating under the private ambulance service registration.

(4) That the applicant and applicant's agents and employees hold all licenses required by state laws.

(5) That a satisfactory method of communication between ~~licensee~~ registrant and the City EMS Department ~~Fire Department and Police Department~~, including any agency within the City which may be tasked with enforcement of this chapter, has been agreed upon.

(6) All applicants shall make their ambulances available for an inspection at a time and date set by the City EMS Chief ~~Fire Chief~~ or his designee.

(7) As a condition of obtaining a registration ~~license~~, the applicant or its designated agent shall execute a hold harmless, defend and indemnification agreement with the City.

(B) The recommendation made by the City EMS Chief ~~Fire Chief~~ or his ~~her~~ designee may be appealed to the City Manager.

(C) The City Manager shall make a final determination which shall be final and not appealable.

(D) Issuance of Registration ~~License~~.

(1) After receipt of an application for ~~a license~~ registration as required by this chapter, the City EMS Chief and/or his/her designee shall consider such application and shall review any information the applicant may wish to present.

(2) Upon receipt of a recommendation by the ~~Fire Chief~~ City EMS Chief or his/her designee a final determination shall be made by the City Manager, which shall be final and conclusive and without appeal.

(E) ~~License~~ Registration Issuance Requirements.

~~¶~~The public convenience and necessity require the proposed ambulance or transport service for which the application has been submitted. In determining whether public convenience and necessity require the ~~licensing~~ registration of the proposed ambulance or transport service, the City Manager and/or his/her designee shall consider whether the public is, at the time, adequately served, the financial responsibility of the applicant, the number, kind and type of equipment, certification levels of personnel on units, the schedule of rates proposed to be

charged, the increase traffic congestion upon the streets of the City, the demand for increased parking space upon the streets which will result, whether the safe use of the streets by the public, both vehicular and pedestrian, will be preserved, and such other facts as may be relevant to the above, including the services provided by the City EMS Department ~~Fire Department~~ at this time.

SEC. 50-91. - REQUIREMENTS FOR ~~LICENSEES~~ REGISTRANTS.

(a) Minimum equipment and facilities.

- (1) ~~The City designated 911 provider shall provide and maintain in a safe and operational manner a minimum of five ambulances with licenses issued by the state department of health in accordance with V.T.C.A., Health and Safety Code §§ 773.001 et seq. and 774.001 et seq.~~
- (2) ~~All persons operating such ambulances and rendering emergency service shall have all licenses and/or certificates required by state law and shall comply with all rules and regulations prescribed by the Texas sState of State Health Services. department of health. The primary ambulance(s) shall be type I or type III modules equipped with, at a minimum, advanced life-support capability. Except for time down for repairs, both units must be in service, or immediately available for service. If an ambulance is to be out of service for more than four hours, or if both units are out of service simultaneously, the licensee must obtain replacement units for the period of unavailability and must notify E.M.S.A.D. Units, equipment and supplies shall be maintained in sanitary conditions consistent with state department of health requirements. Each ambulance shall be identified by four-inch letters, numbers or a combination thereof prominently displayed on the sides, front and rear of each unit.~~
- (3) ~~All other non-emergency ambulance service providers (transport services) shall follow state guidelines on equipment, vehicles, and manpower requirements as set by state guidelines.~~
- (4) ~~The licensee registrant must demonstrate that a training facility of continuing education for licensee's registrant's staff, whether paid or volunteer, is readily available. The registrant licensee shall maintain an office in Hidalgo County which is accessible to the public and staffed at least 30 hours per week during normal working hours.~~

(b) Personnel and Staffing Requirements.

- (1) All ambulances of ~~the licensee~~ registrant shall be staffed with personnel in accordance with state department of health guidelines and Title 25, Texas Administrative Code.
- (2) ~~Each member of the City's designated 911 provider's staff must have at least one year of EMS field experience.~~
- (3) ~~One hundred percent of the licensee's~~ registrant's emergency response staff shall possess current basic EMT or higher qualifications.
- (4) The ~~licensee~~ registrant shall require that all personnel wear uniforms during the performance of their duties, which uniforms shall be adopted by

~~registrant~~~~licensee~~ and which will allow the general public to readily identify such personnel as emergency ambulance personnel.

- (5) When on duty, ~~licensee's~~ registrant's personnel shall carry on their person photo identification cards and certifications issued by the state department of health establishing their certification.

(c) Operation of Ambulances.

- (1) No company, except as stated in Section 50-~~87~~ 88, shall operate any ~~emergency~~ ambulance upon the public streets in rendering ~~ambulance emergency~~ services in response to ~~emergency~~ calls unless holding a valid ~~license~~ registration from the City, and until such ambulance has been certified for such usage by the ~~Fire Chief~~ City EMS Chief or his/her designee, and the owner of such ambulance and the person operating same have complied with all rules and regulations prescribed by the City, and shall have complied with the statutes of the state pertaining to the operation of ambulances and are the holders of valid permits and/or licenses for such purpose. ~~Only the designated 9-1-1 provider for the City is eligible to acquire the emergency license.~~
- (2) No company shall operate any ambulance upon public streets in rendering of non-emergency services, such as transferring patients from hospitals, nursing homes, physicians' offices or other medical facilities or private residences, unless holding a valid ~~license~~ registration from the City and until such ambulance has been certified for such usage by the City EMS Chief ~~Fire Chief~~ or his/her designee, and the owner of such ambulance and the person operating same have complied with the rules and regulations prescribed by the City, and have complied with the statutes of the state pertaining to the operation of ambulances and are holders of valid permits and/or licenses for such purposes. It shall be unlawful for any company to operate an ambulance within the City without displaying a valid City of Pharr private ambulance service registration license. ~~It is a defense to prosecution if the service originated outside the City.~~
- (3) ~~License~~ Private ambulance service registrant's ~~holder's~~ facilities and ambulances are subject to random inspection for Ordinance compliance by applicable City staff. ~~License~~ Registrant holder shall also make records available for review to applicable City staff to determine Ordinance compliance.
- (4) It shall be unlawful for the owner, operator, or any employee of an establishment or any person to knowingly hire or summons any ambulance in violation of this Ordinance.

SEC. 50-92. - TERM OF LICENSE; RENEWAL.

A private ambulance service registration expires one year from the date of issuance. ~~Any license granted shall be valid for a period of one year.~~ Furthermore, upon successful acquisition of a new ambulance service contract the ~~licensee~~ registrant will be required to prepay the fee in reference to the length of time of the contract and complete the renewal application for ~~registration~~~~the license~~.

~~In the event of the termination of the ambulance service contract either by the City or the provider, any and all licenses granted in the fulfillment of the contract will become null and void and the licensee's fees paid for the license will be reimbursed on a per year basis only.~~What?

SEC. 50-93. – ~~LICENSE~~ REGISTRATION FEES.

(1) ~~License~~ *Registration Fees*. All registrations ~~licenses~~ issued under the terms hereof shall terminate one year from the date of issuance and may be renewed by filing a renewed application at least 30 days prior to such date. Prior to the issuance of an approved registration ~~license~~, the applicant shall pay a sum of \$500.00 to the City, which sum is considered as the reasonable and necessary cost to administer this chapter and ~~licenses~~ registrations issued hereunder.

(2) *Inspection fees*. A successful applicant shall pay for such license the sum of \$150.00 per every ten ambulances presented for inspection, ~~which~~ Said sum is considered as the reasonable and necessary cost to administer this chapter and ~~licenses~~ registrations issued hereafter. The registration ~~license~~ sticker must be displayed clearly on the left rear door of the ambulance. If the ambulance unit fails inspection, the company will be given 30 days to bring vehicle back for re-inspection, if the ambulance company is not in compliance within those 30 days, the ~~license~~ registration fee will not be refunded.

(2)

SEC. 50-94. – PRIVATE AMBULANCE SERVICE REGULATIONS ~~RESPONSE TO CITY-ORIGINATED EMERGENCY CALLS REQUIRED.~~

A. It shall be unlawful for any person, either as owner, agent or otherwise, other than a member of the City EMS Department, or any town, county, state or agency of the United States, or duly appointed representative of the City, to furnish, operate, conduct, maintain, advertise or otherwise be engaged in or profess to be engaged in the operation of emergency ambulance service, transport service, or special event EMS service, upon the streets, alleys or any public way or place within the City, for the purpose of treating and/or transporting patients within the City, except in the following circumstances:

1. A person shall operate an emergency ambulance within the City to render assistance during a catastrophe or major emergency, whether an emergency exists, if requested to do so by the City EMS Department, in writing via mutual aid agreement, ~~or Police Department,~~ when City EMS Department emergency ambulances are determined to be insufficient in number or inadequate for other reasons.
2. A registered agency may operate a private ambulance within the City as a backup emergency ambulance if requested to do so by the City EMS

Department, in writing via mutual aid agreement, when City EMS Department emergency ambulances are not available for emergency calls, transport service, or special events.

~~3. A person may operate a private ambulance on an emergency run to a hospital within the City, if:~~

~~i. The emergency patient was picked up by the ambulance outside the City limits; and (ETJ??)~~

~~ii. The ambulance making the emergency run is licensed and operated in accordance with the Emergency Medical Services Act (Chapter 773, Texas Health and Safety Code), as amended.~~

4.3. A registered agency may operate a private ambulance on an emergency run if, upon providing transport within the City in response to transport that originated outside the City, the registered agency determines that an emergency exists requiring the sick or injured person to be transported with all practical speed to a hospital and notifies the City EMS Department of the emergency run.

5.4. A registered agency may operate a private ambulance on an emergency run if, while performing the service of maintaining a private ambulance at a particular location for a special event within the City, the registered agency determines that an emergency exists requiring a sick or injured person to be transported with all practical speed to a hospital and notifies the City EMS Department of the emergency run.

6. ~~A registered agency may operate a private ambulance on an emergency run to transport vital organs, including, but not limited to, hearts, lungs, kidneys and eyes, to or from a hospital within the City. We don't have a hospital here right now.~~

~~7. A registered agency may operate a private ambulance, critical care transport ambulance, or other specialized emergency medical service vehicle on an emergency run to transport a newborn, pediatric or other critical care patient from a lower-level skill facility to a higher-level skill facility if:~~

~~i. The patient's doctor has determined that an emergency exists; and~~

~~ii. The patient is accompanied by a neonate, pediatric or critical care transport personnel.~~

B. This prohibition does not apply to the operation of an air ambulance that is regulated and certified by the U.S. Federal Aviation Administration and that is operating in compliance with state licensing requirements.

C. Any person who operates a registered private ambulance on an emergency run under this section shall, if requested in writing by the City EMS Department, within

10 days of each emergency run, submit to the EMS Chief a report describing the circumstances requiring the emergency run.

- D. In the event a patient dies while being transported from one place within the City to another place within or beyond its limits, the registrant of such ambulance shall:
1. Immediately notify the City EMS Department of such death, by two-way radio or telephone; and
 2. Within twenty-four (24) hours of the incident, file a written report with the Chief of Police upon such forms as he may provide or prescribe, giving all information therein required and any other relevant information which the Police Chief may require.

SEC. 50-95. INTENTIONALLY LEFT BLANK

~~Each person filing an application to operate a non-emergency ambulance or ambulance service within the City shall be deemed, by the filing of such application, to agree to respond to all emergency calls when requested to do so by originating from the City's EMS Department Fire Department or Police Department or contracted 9-1-1 provider and the acceptance of such calls, except for justifiable cause, to be determined by the Fire Chief EMS Chief and/or his designee and shall be a condition for the continuation of the license to operate such ambulance or ambulance service. Failure to comply may result in the revocation of the registration license. Provided, however, that only the City EMS Department 9-1-1 approved applicant may respond to emergency calls. It is an affirmative defense to prosecution if an ambulance operates in violation of this Ordinance and was summoned for emergency mutual aid by the City EMS Department Pharr 9-1-1 provider, Police and/or Fire Department.~~

SEC. 50-95. - CANCELLATION OF LICENSE REGISTRATION. WHY DO WE HAVE THIS SECTION IT'S SIMILAR TO THE PENALTY ONE

~~Should any registrant licensee fail to respond to an emergency call as herein provided for, without justifiable cause, or fail to transfer call, render satisfactory and efficient emergency ambulance service, or provide mutual aid when requested or fail to comply with any of the provisions of this chapter the City Manager shall have the right to cancel any such license upon recommendation from the Fire EMS Chief and/or his designee. The finding of the City Manager on such issue shall be final, conclusive and non-appealable. Any registrant license holder cancelled under this section may not reapply for a license registration for a period of six months.~~

SEC. 50-96. - ALLOWABLE CHARGES.

- (a) Registrants ~~Licensees~~ are authorized to charge the rates prescribed and set forth in this division. The City will not guarantee payment of such fees, nor will it process

billing for the registrant ~~licensee~~. Fees shall be paid by persons receiving the service directly to the registrant ~~licensee~~. ~~Licensees~~ Registrants shall not charge for equipment, medical supplies and/or services provided by the City. Licensees shall not charge more than 125 percent of the Medicare prevailing rate for the City of Pharr and its E.T.J. for transportation. The City reserves the right and option to bundle bill and make adjustments as necessary for the betterment of the city.

(b) The following rates shall be charged for emergency ambulance services in the City:

Airway maintenance: BVM	\$25.00
Airway maintenance: Combi/tube	\$125.00
Airway maintenance: ET tube/holder	\$30.00
Airway maintenance: intubation	\$125.00
Airway maintenance: oral airway	<u>airway</u> \$3.50
Base rate: ALS*	\$600.00
Base Rate: BLS*	\$500.00
Blood sugar: accucheck/glucometer	\$5.00
Blood sugar: blood level strip	\$5.00
Blood sugar: lancets	\$1.00
Cardiac care: CPR	\$150.00
Cardiac care: defib pads	<u>\$90.00</u>
Cardiac care: defibrillation	<u>\$125.00</u>
Cardiac care: EKG electrode	<u>\$2.00</u>
Cardiac care: monitoring	<u>\$75.00</u>
Gloves	<u>\$2.00</u>
Hot pack/cold pack	<u>\$2.00</u>
Immobilization: backboard	<u>\$60.00</u>
Immobilization: cervical collar	<u>\$22.50</u>
Immobilization: head blocks	<u>\$25.00</u>
Immobilization: KED short board	<u>\$100.00</u>
Immobilization: splints	<u>\$20.00</u>

IV therapy: IO needle	\$35.00
IV therapy: IV disposable supplies	\$12.50
IV therapy: IV monitoring	\$65.00
IV therapy: NaCl 500 ml	\$1.50
IV therapy: saline lock disposable	\$22.95
IV therapy: IV start/attempt	\$125.00
Mileage: ALS (per mile)	\$12.00
OB kit	\$22.95
Oxygen: administration	\$43.00
Oxygen: mask	\$3.00
Oxygen: nebulizer	\$3.00
Pharmaceuticals: Adenocard 6 mg	\$115.75
Pharmaceuticals: Adenosine 6 mg	\$115.75
Pharmaceuticals: Albuterol .083%/2.5 mg.	\$4.35
Pharmaceuticals: Aspirin	\$1.00
Pharmaceuticals: Atropine sulfate 0.3 mg.	\$12.50
Pharmaceuticals: Atrovent 0.18 mg	\$15.00
Pharmaceuticals: Benadryl 50 mg	\$5.00
Pharmaceuticals: Dextrose 50%	\$15.00
Pharmaceuticals: Dopamine premix	\$47.75
Pharmaceuticals: Epinephrine 1:10,000 1 mg	\$12.50
Pharmaceuticals: Epinephrine 1:1,000 1 mg	\$10.00
Pharmaceuticals: Lasix 20 mg	\$10.00
Pharmaceuticals: Lidocaine	\$13.50
Pharmaceuticals: Lidocaine drip	\$30.00
Pharmaceuticals: Morphine sulfate 10 mg	\$6.00
Pharmaceuticals: Narcan 1 mg	\$30.00

Pharmaceuticals: Nitro spray	\$25.00
Pharmaceuticals: Oral glucose	\$10.00
Pharmaceuticals: Sodium bicarb 50 ml	\$30.00
Pharmaceuticals: Thiamine 100 mg	\$10.00
Pharmaceuticals: Lorazepam 2 mb	\$12.45
Pulse oximetry	\$27.00
Suctioning supplies	\$21.75
Treatment on-scene, transport refused AMA	\$50.00
Unit sterilization/prep	\$25.00
Waiting time, unusual, over 30 minutes (per ½ hr)	\$37.50
Wound care/bleeding control	\$20.00
Wound care: burn sheet	\$12.50
Wound care: Kerlix	\$3.00
Wound care: sterile 4x4	\$1.00
Wound care: sterile 5x9 ABD pad	\$1.00
Wound care: tape 1"–2"	\$1.50
Wound care: triangular bandage	\$2.00

<u>ALS 2 AMBULANCE</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$2,000.00\$1,050.00</u>
<u>14-24 GAUGE CATHETER</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$30.00</u>
<u>AIRWAY MAINTENANCE</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$100.00</u>
<u>ALCOHOL PREPS</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$2.20</u>
<u>ALS EMERGENCY AMBULANCE</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$1,800.00\$850.00</u>
<u>ALS N-EMERGENCY AMBULANCE</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$1,800.00\$850.00</u>
<u>ALS SUPPLIES</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$165.00</u>

<u>BAG VALVE MASK - ADULT</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$50.00</u>
<u>BAG VALVE MASK - CHILD</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$45.00</u>
<u>BANDAGES 5X9 / DRESSINGS</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$30.00</u>
<u>BETADINE PREP</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$2.00</u>
<u>BLEEDING CONTROL PROCEDURE</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$100.00</u>
<u>BLS EMERGENCY AMB</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$1,400.00</u> \$850.00
<u>BLS NON-EMERG (3RD TRIP)</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$1,400.00</u> \$850.00
<u>BLS NON-EMERGENCY TRANSPORT</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$1,400.00</u> \$850.00
<u>BLS SUPPLIES</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$150.00</u>
<u>CARDIAC 12-LEAD/INTERPRETATION</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$100.00</u>
<u>CHEST DECOMPRESSION KIT</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$150.00</u>
<u>CHEST DECOMPRESSION PROCEDURE</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$150.00</u>
<u>CHEST TUBE MANAGEMENT</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$100.00</u>
<u>CLOTH TAPE - 2"</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$5.50</u>
<u>CLOTH TAPE 1"</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$5.50</u>
<u>COLD PACK / HOT PACK</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$45.00</u>
<u>CPAP - CONT AIRWAY PRESS VENT</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$150.00</u>
<u>CPAP CIRCUIT</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$100.00</u>
<u>CPR</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$150.00</u>
<u>DEFIB / CARDIOVERSION</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$200.00</u>
<u>DIPHENHYDRAMINE HCL INJ 50 MG</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$59.00</u>
<u>DISPOSABLE BLANKET</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$15.00</u>
<u>DRUG - ADENOSINE 1 MG</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$75.00</u>

<u>DRUG - DILTIAZEM 5MG VIA IV</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$75.00</u>
<u>DRUG - DOPAMINE HCL 40MG</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$75.00</u>
<u>DRUG - ORAL GLUCOSE</u>	<u>Unit Price</u>	
<u>DRUG -METHYLPREDNISOLONE</u>	<u>Amount</u>	<u>\$75.00</u>
<u>125MG</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$75.00</u>
<u>DRUGS - ALBUTEROL 0.083% 3ML</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$30.00</u>
<u>DRUGS - ASPIRIN @ 81MG</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$4.00</u>
<u>DRUGS - ATROPINE @ 1MG 10ml</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$67.00</u>
<u>DRUGS - ATROVENT 0.5MG/2.5ML</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$75.00</u>
<u>DRUGS - BENADRYL 50 MG/ML 1ML1</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$75.00</u>
<u>DRUGS - DEXTROSE 50% 500ml</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$75.00</u>
<u>DRUGS - EPI 0.1 mg injectabl</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$75.00</u>
<u>DRUGS - EPI @ 1:10,000 1ml</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$75.00</u>
<u>DRUGS - FUROSEMIDE 20 MG</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$75.00</u>
<u>DRUGS - GLUCOSE 15G</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$75.00</u>
<u>DRUGS IV NORMAL SALINE 250CC</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$35.00</u>
<u>DRUGS - LABETALOL 10MG</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$75.00</u>
<u>DRUGS - LACTATE RINGERS 1000ML</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$75.00</u>
<u>DRUGS - LIDOCAINE 1% 10ML</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$75.00</u>
<u>DRUGS - MAGNESIUM SULFATE</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$100.00</u>
<u>DRUGS - MIDAZOLAM HCL 1 MG</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$75.00</u>
<u>DRUGS - MORPHINE SULFATE 2MG</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$75.00</u>
<u>DRUGS - NALOXONE 1 MG</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$75.00</u>
<u>DRUGS - Ondansetron HCl 1MG</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$75.00</u>

<u>DRUGS - PHENERGAN 25MG</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$75.00</u>
<u>DRUGS - SUCCINYLCHOLINE 20MG</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$75.00</u>
<u>DRUGS - THIAMINE 100 MG</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$39.80</u>
<u>DRUGS- Fentanyl citrate IV</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$75.00</u>
<u>DRUGS -NITROGLYCERIN TAB/SPRAY</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$35.00</u>
<u>DRUGS-SODIUM BICARB 8.4% 50mEq</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$75.00</u>
<u>EKG - ELECTRO PADS DISPOSABLES</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$28.00</u>
<u>EKG - PAPER STRIPS DISPOSABLES</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$3.00</u>
<u>EKG "UNILEAD" 12 LEAD ELECTROD</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$70.00</u>
<u>EMESIS BASIN / BAG</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$9.00</u>
<u>ENDTIDAL CO2 MONITOR-DETECTOR</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$75.00</u>
<u>ET STYLET - ADULT</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$11.00</u>
<u>ET STYLET - CHILD</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$11.00</u>
<u>ET TUBE</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$28.00</u>
<u>ET TUBE TAMER - ADULT</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$3.00</u>
<u>ET TUBE TAMER - CHILD</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$3.00</u>
<u>EXTRA ATTENDENT</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$75.00</u>
<u>GLOVES DISPOSABLES</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$7.00</u>
<u>GLUCOMETER</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$40.00</u>
<u>GLUCOSE MISC SUPPLIES</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$29.00</u>
<u>GROUND MILEAGE</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$35.00\$25.00</u>
<u>IMMOBILIZATION - BACKBOARD SPL</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$100.00</u>
<u>IMMOBILIZATION - C-COLLAR</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$75.00</u>

<u>IMMOBILIZATION - HEAD BLOCKS</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$50.00</u>
<u>IMMOBILIZATION - SPIDER WEBING</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$25.00</u>
<u>IMMOBILIZATION PROCEDURE</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$150.00</u>
<u>INTRAOSSEOUS NEEDLE</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$150.00</u>
<u>INTUBATION</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$150.00</u>
<u>IV - 10 GTTS MACRO SET</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$30.00</u>
<u>IV - DRIP SET</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$30.00</u>
<u>IV - LACTATED RINGERS 1000ML</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$75.00</u>
<u>IV - SALINE FLUSH 10CC</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$15.00</u>
<u>IV - START KIT</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$75.00</u>
<u>IV - VENIGARD</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$15.00</u>
<u>IV - VENIGUARD</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$20.00</u>
<u>IV ADMIN SET</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$49.50</u>
<u>IV PUMP</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$75.00</u>
<u>IV SUPPLIES AND CATHETER</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$175.00</u>
<u>KERLEX</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$25.00</u>
<u>LEUR LOCK</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$25.00</u>
<u>MAC/LARYNGOSCOPE BLADE-ALL SZS</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$25.00</u>
<u>Midazolam hydrochloride 1MG</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$75.00</u>
<u>NASAL INTUBATION KIT</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$75.00</u>
<u>NEBULIZER</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$28.50</u>
<u>NEBULIZER MASK</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$40.00</u>
<u>NEEDLE 18G - 22G</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$20.00</u>
<u>NON-COVERED MILEAGE</u>	<u>Unit Price</u>	<u>\$35.00</u> <u>\$25.00</u>

	<u>Amount</u>	
	<u>Unit Price</u>	
<u>NON-REBREATHER MASK</u>	<u>Amount</u>	<u>\$45.00</u>
	<u>Unit Price</u>	
<u>NON-REBREATHER MASK</u>	<u>Amount</u>	<u>\$45.00</u>
	<u>Unit Price</u>	
<u>NPA (NASAL PHARYNGEAL AIRWAY)</u>	<u>Amount</u>	<u>\$20.00</u>
	<u>Unit Price</u>	
<u>O2 TUBING</u>	<u>Amount</u>	<u>\$8.00</u>
	<u>Unit Price</u>	
<u>ONDANSETRON HYDROCHLO INJ 1MG</u>	<u>Amount</u>	<u>\$36.00</u>
	<u>Unit Price</u>	
<u>OPA (ORAL PHARYNGEAL AIRWAY)</u>	<u>Amount</u>	<u>\$6.00</u>
	<u>Unit Price</u>	
<u>OXYGEN</u>	<u>Amount</u>	<u>\$75.00</u>
	<u>Unit Price</u>	
<u>OXYGEN MASK/NASAL CANNULA</u>	<u>Amount</u>	<u>\$50.00</u>
	<u>Unit Price</u>	
<u>PILLOW DISPOSABLES</u>	<u>Amount</u>	<u>\$10.00</u>
	<u>Unit Price</u>	
<u>PULSE OXIMETRY</u>	<u>Amount</u>	<u>\$30.00</u>
	<u>Unit Price</u>	
<u>RAPID SEQUENCE INDUCTION</u>	<u>Amount</u>	<u>\$150.00</u>
	<u>Unit Price</u>	
<u>RATE FLOW EXTENSION SET</u>	<u>Amount</u>	<u>\$75.00</u>
	<u>Unit Price</u>	
<u>RETURNED CHECK FEE</u>	<u>Amount</u>	<u>\$25.00</u>
	<u>Unit Price</u>	
<u>ROTOR</u>	<u>Amount</u>	<u>\$27,500</u>
	<u>Unit Price</u>	
<u>ROTOR MILEAGE</u>	<u>Amount</u>	<u>\$250.00</u>
	<u>Unit Price</u>	
<u>Special Care Transport (SCT)</u>	<u>Amount</u>	<u>\$2,000.00</u>
	<u>Unit Price</u>	
<u>SHEETS DISPOSABLES</u>	<u>Amount</u>	<u>\$16.50</u>
	<u>Unit Price</u>	
<u>SPECIALTY CARE TRANSPORT</u>	<u>Amount</u>	<u>\$1,050.00</u>
	<u>Unit Price</u>	
<u>STERILE - 4X4 OR 2 X 2</u>	<u>Amount</u>	<u>\$12.10</u>
	<u>Unit Price</u>	
<u>SUCTION - AIRWAY MAINT</u>	<u>Amount</u>	<u>\$30.00</u>
	<u>Unit Price</u>	
<u>SUPERGLOTIC AIRWAY</u>	<u>Amount</u>	<u>\$150.00</u>
	<u>Unit Price</u>	
<u>SYRINGE 1CC - 10CC</u>	<u>Amount</u>	<u>\$15.00</u>
	<u>Unit Price</u>	
<u>TRAUMA CONTROL PROCEDURE</u>	<u>Amount</u>	<u>\$150.00</u>

<u>TREATMENT / NO TRANSPORT</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$50.00</u>
<u>VACUTAINER HOLDER</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$5.50</u>
<u>VACUTAINER LUER ADAPT / NEEDLE</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$5.50</u>
<u>VENT - SINGLE USAGE CIRCUIT</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$50.00</u>
<u>VENTILATOR AIRWAY MAINTANCE</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$100.00</u>
<u>WAITING TIME 1/2 HR INCREMENTS</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$50.00</u>
<u>WC MILEAGE</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$3.00</u>
<u>WHEELCHAIR BASE</u>	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$20.00</u>
	<u>Unit Price</u>	
	<u>Amount</u>	
	<u>Unit Price</u>	
	<u>Amount</u>	<u>\$25,000</u>
<u>Fixed Wing</u>	<u>EMS</u>	
	<u>DEDICATED</u>	
<u>Fixed Wing Mileage</u>	<u>SPECIAL EVENT</u>	<u>\$250.00</u>
	<u>Services</u>	
	<u>Unit Price</u>	
	<u>Amount</u>	
	<u>Unit Price</u>	
	<u>Amount</u>	
<u>MICU Ambulance</u>		<u>\$140.00</u>
	<u>Unit Price</u>	
	<u>Amount</u>	
<u>ALS Ambulance</u>		<u>\$125.00</u>
	<u>Unit Price</u>	
	<u>Amount</u>	
<u>BLS Ambulance</u>		<u>\$118.00</u>
	<u>Unit Price</u>	
	<u>Amount</u>	
<u>EMT-Paramedic</u>		<u>\$45.00</u>
	<u>Unit Price</u>	
	<u>Amount</u>	
<u>EMT-Advanced</u>		<u>\$37.50</u>

* If patient is pronounced dead at the scene of an incident after the ambulance is called, charges will be limited to base rate and any supplies used at the scene.

SEC. 50-97. -RECORDS REQUIRED.

~~The registrant licensee shall keep t~~True and accurate records of ~~its~~ activities in the City ~~shall be kept as required by local, state, and federal law, -and its E.T.J.,~~ including the following:

- (1) The number of emergency calls made;
- (2) The name of the person requesting emergency service, and the location thereof;
- (3) The time that the call was received, the time that the ambulance was dispatched and the time of arrival at the destination (the response time);
- (4) The nature of the call; and
- (5) The charges made for the call.

SEC. 50-98. - CITY'S RIGHT OF INSPECTION.

The City reserves the right to periodically inspect each and every registrant ~~licensee~~, including inspection of all permits, licenses, certificates, records, and equipment of registrant ~~licensees~~ to ensure that all requirements of this division are being met, that the equipment provided meets all legal requirements, and to ensure that the personnel operating ambulances and rendering service hold current valid certifications issued by the state department of health and are properly trained in the operation of the ambulance, the use of all equipment and the performance of all required procedures.

SEC. 50-99. RESERVED RIGHTS OF CITY.

The City reserves the right to grant an exclusive contract, enter Interlocal Agreements and Mutual Aid Agreements, -for emergency ambulance service for such period of time as it deems necessary to a qualified registrant ~~licensee~~ upon terms and conditions to be agreed upon between the parties, subject to the requirements and conditions of this division. If so designated, only the City EMS Department or its Designated ~~911-P~~ provider

shall respond to 911 emergency calls. ~~The City also reserves the right to render emergency ambulance service with its own equipment and personnel.~~

~~SEC. 50-100. SUBSIDY BY CITY TO LICENSEE.~~

~~In the event the City enters into an exclusive contract for emergency ambulance service, the City may pay a subsidy to the ambulance service provider as part of such contract.~~

SEC. 50-100~~1~~. ASSUMPTION OF RISK, INDEMNITY OF CITY.

The registrant ~~licensee~~, as a condition of the issuance of a registration ~~license~~ under this division, agrees to assume all risks incident to or in connection with the operation of an ambulance service within the City and its extraterritorial jurisdiction, and agrees to be solely responsible for all accidents, injuries, or damages of whatever nature to persons or property caused by or resulting from the registrant's ~~licensee's~~ operation. The registrant ~~licensee~~ shall indemnify and hold harmless the City, its officers, ~~agents~~agents, and employees from any and all claims, suits, losses, damages, liens, or injuries to persons or property of whatever nature arising directly or indirectly from the registrant's ~~licensee's~~ operation.

SEC. 50-101. UNLAWFUL OPERATIONS AND PROHIBITED ACTS.

It shall be unlawful for any person to intentionally or knowingly:

- A. Follow any police car, ambulance or fire apparatus which is responding to an emergency call on the streets of the City.
- B. Solicit on the streets of the City the business of transporting injured or sick persons.
- C. Intercept any communication concerning emergency incidents within the City and divulge or publish the existence, contents, substance, purpose, effect or meaning of such intercepted communication and no such solicitor, owner or person, not being entitled thereto, shall receive or assist in receiving any such message emanating through the radio medium of the EMS, Police, or Fire Department for his own benefit or for the benefit of another solicitor, owner, operator, or person in the business of furnishing ambulance service.
- D. Use on a vehicle a siren and/or emergency warning light(s) without prior authorization by the City EMS Chief, unless on an emergency run.
- E. Use a uniform, insignia, badge, title, identification card, or vehicle marking for the purpose of identification to the public or others as an authorized provider of emergency medical services without prior approval from the City EMS Chief.
- F. Operate or cause to be operated an ambulance on any street of the City or provide ambulance standby services at any location within the City without first having registered in accordance with this Ordinance or unless exempted therefrom by the provisions of this Ordinance.
- G. Operate a private ambulance or use any equipment in providing private ambulance service that fails to comply with all minimum safety and equipment

standards for a basic life support vehicle by the Emergency Medical Services Act (Chapter 773, Texas Health and Safety Code), as amended, or by any rule or regulation promulgated under that act.

- H. Sell or attempt to sell any plan including subscription to provide any ground ambulance services within the City limits which are not allowed by this Ordinance or any applicable law. *What about ETJ??*
- I. Request the services of any ambulance which is not registered in accordance with the provisions of this Ordinance or exempted therefrom by the provisions of this Ordinance.
- J. Give false information to induce the dispatch of an ambulance or helicopter rescue unit.
- K. Give false information on applications for private ambulance registration.

SEC. 50-102. ENFORCEMENT; PENALTY FOR VIOLATION; INJUNCTION AND OTHER REMEDIES.

- (1) Pharr Police Department Officers may assist in the enforcement of this Ordinance. A police officer, upon observing a violation of this Ordinance or the rules and regulations established by this Ordinance, may take necessary enforcement action to ensure effective regulation of private ambulance service.
- (2) Any person, company, ~~registrant~~*registrant*, or emergency service provider who violates any of the provisions of this Ordinance shall be guilty of a misdemeanor and each day the violation continues shall be a separate offense. Each offense shall be punishable by a fine not to exceed Five Hundred (\$500.00) dollars.
- (3) Any person, company, registrant, or emergency service provider who violates this Ordinance may have its registration cancelled by the City Manager on recommendation of the EMS Chief or his or her designee.
- (4) The City Manager may enforce this Ordinance through injunctive relief and any other relief in a court of competent jurisdiction.
- (5) This section shall not serve to limit any other remedies available to the City in law or equity.
- (5)(6) Any registrant cancelled under this section may not reapply for registration for a period of six months.

~~Any person, company, registrant licensee or emergency service provider who knowingly violates any provision of this chapter may be fined no more than \$1,000 per violation or have its license registration canceled by the City Manager on recommendation of the Fire EMS Chief or his or her designee. In addition to the above, the City may enforce this chapter through injunctive relief and any other relief in a court of competent jurisdiction.~~*registrant*

SEC. 50-103- MONTHLY REPORT REQUIRED

Registrants ~~Licensees~~ shall file a monthly written report to the EMS ~~Fire~~ Chief or his or her designee within ten days after the last day of each month, setting forth the date and time of each emergency call, the origin thereof, the address where such call was made, the place where such user was delivered, the elapsed time between receipt of call and completion of service.

SECTION 20: REPEAL OF CONFLICTING ORDINANCE

All Ordinances or parts of Ordinances in conflict with this Ordinance are hereby repealed.

SECTION 21: SEVERABILITY

The invalidity of any section, clause, sentence, or provision of this Ordinance shall not affect the validity of any other part thereof.

SECTION 22: PUBLICATION; EFFECTIVE DATE

~~The ordinance shall take effect and be in force from and after its passage and approval on three (3) separate readings in accordance with Section 8, Article 3 of the Charter of the City of Pharr, Texas. Publication, if necessary, may also be in caption form as allowed under Section 9 of the Pharr City Charter. The importance of the subject matter hereof creates an emergency and an imperative public necessity requiring the suspension of the rule that Ordinance be read on three separate days, and such rule is hereby suspended and said requirement is dispensed with by a vote of not less than a majority of all the members of the Board of Commissioners. This Ordinance shall take effect upon its passage on May 5, 2021.~~

~~PASSED AND APPROVED ON THE FIRST READING BY THE BOARD OF CITY COMMISSIONERS OF THE CITY OF PHARR, TEXAS, on this the _____ day of _____, 20____.~~

CITY OF PHARR, TEXAS

Ambrosio Hernandez
MAYOR

ATTEST:

HILDA PEDRAZA, CITY CLERK

PASSED AND APPROVED ON THE FIRST READING BY THE BOARD OF CITY COMMISSIONERS OF THE CITY OF PHARR, TEXAS, on this the day of , 2021.

CITY OF PHARR

AMBROSIO HERNANDEZ
MAYOR

ATTEST:

IMELDA BARRERA, ASST. CITY CLERK

PASSED AND APPROVED ON THE SECOND READING BY THE BOARD OF CITY COMMISSIONERS OF THE CITY OF PHARR, TEXAS on this the day of , 2021.

CITY OF PHARR

AMBROSIO HERNANDEZ
MAYOR

ATTEST:

IMELDA BARRERA, ASST. CITY CLERK

PASSED AND APPROVED ON THE THIRD READING BY THE BOARD OF CITY COMMISSIONERS OF THE CITY OF PHARR, TEXAS, on this the day of , 2021.

CITY OF PHARR

AMBROSIO HERNANDEZ

MAYOR

ATTEST:

IMELDA BARRERA, ASST. CITY CLERK



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 6.D.

DATE SUBMITTED: September 7, 2022

MEETING DATE: September 19, 2022

FROM: Hilda Pedraza, City Clerk

DEPARTMENT: GMCD

DIRECTOR: Cynthia Garza

Agenda Item: Consideration and action, if any, on Ordinance adopting Grants Management Policies and Procedures Manual (*2nd Reading*). **This item supports SG - Sound Governance and Fiscal Transparency.**

Classification: Consent

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

Issue: N/A

Fiscal Consideration: N/A

Staff Recommendation: Staff recommends approval of Grants Management Policies and Procedures Manual.

Alternatives: N/A

Exclude Material from Public Packet? No

Reason: N/A

ROUTING:

Hilda Pedraza
Cynthia Garza
Patricia Rigney
City Management Office

Created/Initiated - 9/7/2022
Approved - 9/14/2022
Approved - 9/15/2022
Final Approval - 9/16/2022

ORDINANCE NO. O-2022-__

AN ORDINANCE, PROVIDING FOR THE DELEGATION OF THE DUTIES OF THE CITY MANAGER AS GRANTS MANAGEMENT; ADOPTING THE CITY OF PHARR GRANTS MANAGEMENT POLICIES & PROCEDURES MANUAL AS THE AUTHORITATIVE GUIDE TO GRANTS MANAGEMENT; INCLUSION IN PHARR CODE OF ORDINANCES; INCORPORATION OF OTHER ORDINANCES; REPEALING CONFLICTING ORDINANCES; SEVERABILITY; AND EFFECTIVE DATE

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

Section 1: The City Manager or his designated representative shall act as Grants Management agent for the City of Pharr. These grant management policies and procedures manual outline the administrative Standard Operating Procedures (SOPs) with respect to grants and related activities for the City of Pharr (the “City”).

This grant management policies and procedures manual aims to develop, implement, and maintain meaningful grant oversight and coordination for the City, thereby increasing grant-related revenues, limiting the City’s exposure to grant-related legal liability, and improving the efficiency and impact of programs and services funded through grants. Regulations for grants the use of grant funds outlined in this manual shall apply to all activities financed by any funds for which the City of Pharr has grantee responsibility, including state, federal, or private grants, unless the terms of the said grant require differently. Therefore, the City of Pharr shall adopt such rules and regulations as they deem necessary governing requisitions and business transactions between themselves and the City's department heads, officers, and employees.

SECTION 2: REPEALING CLAUSE. This Ordinance and the attached grants management policies and procedures manual shall be enforced and applied to all personnel and agents of the City of Pharr and vendors. This Ordinance shall incorporate herein all other ordinances that exist in the Pharr Code of Ordinances not in direct conflict with this Ordinance as such are hereby abolished and repealed to the extent of the

conflict, and this Ordinance shall supersede any provisions in conflict herewith. All other provisions of the above-described Ordinance shall remain in full force and effect.

SECTION 3: SEVERABILITY CLAUSE. The invalidity of any section, clause, sentence, or provision of this ordinance shall not affect the validity of any sections, parts, or conditions of this Ordinance.

SECTION 4: PUBLICATION, EFFECTIVE DATE. The Ordinance shall take effect and be in force from and after its passage and approval on three (3) separate readings in accordance with Section 8, Article 3 of the Charter of the City of Pharr, Texas. Publication, if necessary, may also be in caption form as allowed under Section 9 of the Pharr City Charter.

PASSED AND APPROVED ON FIRST READING BY THE BOARD OF COMMISSIONERS OF THE CITY OF PHARR, TEXAS, on this the _____ day of September 2022.

CITY OF PHARR

Ambrosio Hernandez Mayor

ATTEST:

Hilda Pedraza, City Clerk

PASSED AND APPROVED ON SECOND READING BY THE BOARD OF COMMISSIONERS OF THE CITY OF PHARR, TEXAS, on this the _____ day of September 2022.

CITY OF PHARR

Ambrosio Hernandez, Mayor

ATTEST:

Hilda Pedraza, City Clerk

PASSED AND APPROVED ON THIRD AND FINAL READING BY THE BOARD OF COMMISSIONERS OF THE CITY OF PHARR, TEXAS, on this the _____day of SEPTEMBER 2022.

CITY OF PHARR

Ambrosio Hernandez, Mayor

ATTEST:

Hilda Pedraza, City Clerk



CITY OF PHARR

**GRANTS MANAGEMENT
COMMUNITY DEVELOPMENT
DEPARTMENT**

POLICIES & PROCEDURES MANUAL

**ROBERT GARCIA, BS, MS
GRANTS MANAGER**

ADOPTED DATE:_____

Table of Contents

1.	Introduction	4
2.	Resources for Finding Grants	4
3.	Applying for a Grant	5
a.	The Lifetime of a Grant Award	5
b.	Intent to Apply for Grant Form and Budget Worksheet	5
4.	Roles and Responsibilities	7
a.	Grant Manager	7
b.	Department Heads	7
c.	Finance Department and Grants Manager	7
d.	Legal Department	8
5.	Important Federal Guidelines	9
a.	Federal Spending Guidelines/Direct Indirect Cost/Cost Accounting Standards (CAS) Exceptions	8-9
b.	Federal Financial Assistance Transparency Act (FFATA)	10-11
c.	Important Federal Guidelines Regarding Construction Projects	11
d.	Davis-Bacon Act/Uniform Relocation Assistance Act	11-12
6.	Writing the Proposal	13
a.	Developing a Competitive Grant	13
b.	Grant Guidelines	13
c.	Submitting the Proposal	14
7.	Receiving and Managing the Grant Funds and Award	14
a.	Types of Grant Funding	14
b.	Grant Agreements and City of Pharr Council Approval	14
c.	Award Setup	14
d.	Establish Grant Files	15 - 16
e.	The Grant Agreement Checklist	16
8.	Expenditures and Collecting Revenues	17
a.	Eligible Costs and Assigning Project Charges	17
b.	Collecting Revenue	17
c.	Computing and Network Systems Relating to Grant Supported Programs	17
d.	Construction/Remodeling/Repair of Facilities	17
e.	Purchase of Vehicles and Equipment Supported by Fleet Services	17
9.	Monitoring and Oversight	18
a.	Expenditure Monitoring	18
b.	Cost Transfers	18
c.	Reporting	18
d.	Financial Reporting	18
e.	Technical/Progress Reports	19

f. Final Reports	19
10. Contracting/Subcontracting/Consultants	19
a. Types of Contracts	19
b. Subrecipient Monitoring	19
c. Procurement/Suspension/Debarment	20
d. Matching/Cost Sharing	20
e. In-Kind Contributions	21
f. Program Generated Income	21-22
g. Support of Salaries and Wages	22
h. Equipment and Inventory Control	23
i. Federally Funded Equipment	23
j. Federally Funded Equipment Disposition	23
11. City of Pharr Personnel and Subrecipient Conduct Standards	23-24
12. Modifications, Extensions, or Cancellations to the Budget or Project Scope-of-Work	25
a. Prior Approvals	25
b. Audits	25
c. Internal Monitoring	26-27
13. Grant Close-Out	27
Records Retention	28
14. Environmental Review	29
15. Grant Renewals	29
16. Useful Grant Management Links	29
17. Grant Writing Tips and Guidance Links	30
18. Attachments	31

1. Introduction

This Grants Management & Community Development (GMCD) manual ensures that we comply with both fiscal and programmatic accountabilities of Federal and State or local funds, property, and other assets awarded to the City of Pharr with efficiency and effectiveness.

The City considers the term grant to include the following funding streams:

- Competitive (Discretionary) Grants
- Block Grants or Formula Grants
- Continuation of any grant type
- Cooperative Agreements and Contracts
- Earmarks
- Reimbursement programs
- Foundation Grants
- Corporate Grants

This manual is designed to assist City of Pharr personnel throughout the lifetime of a grant, including identifying a grant funding opportunity, applying for a grant, accepting a grant, tracking a grant, and closing out a grant. These policies and procedures provide City of Pharr personnel a framework to maximize grant award benefits and minimize waste, confusion, and non-compliance by ensuring that grant-related activities are consistent with the City's 2025 strategic priorities.

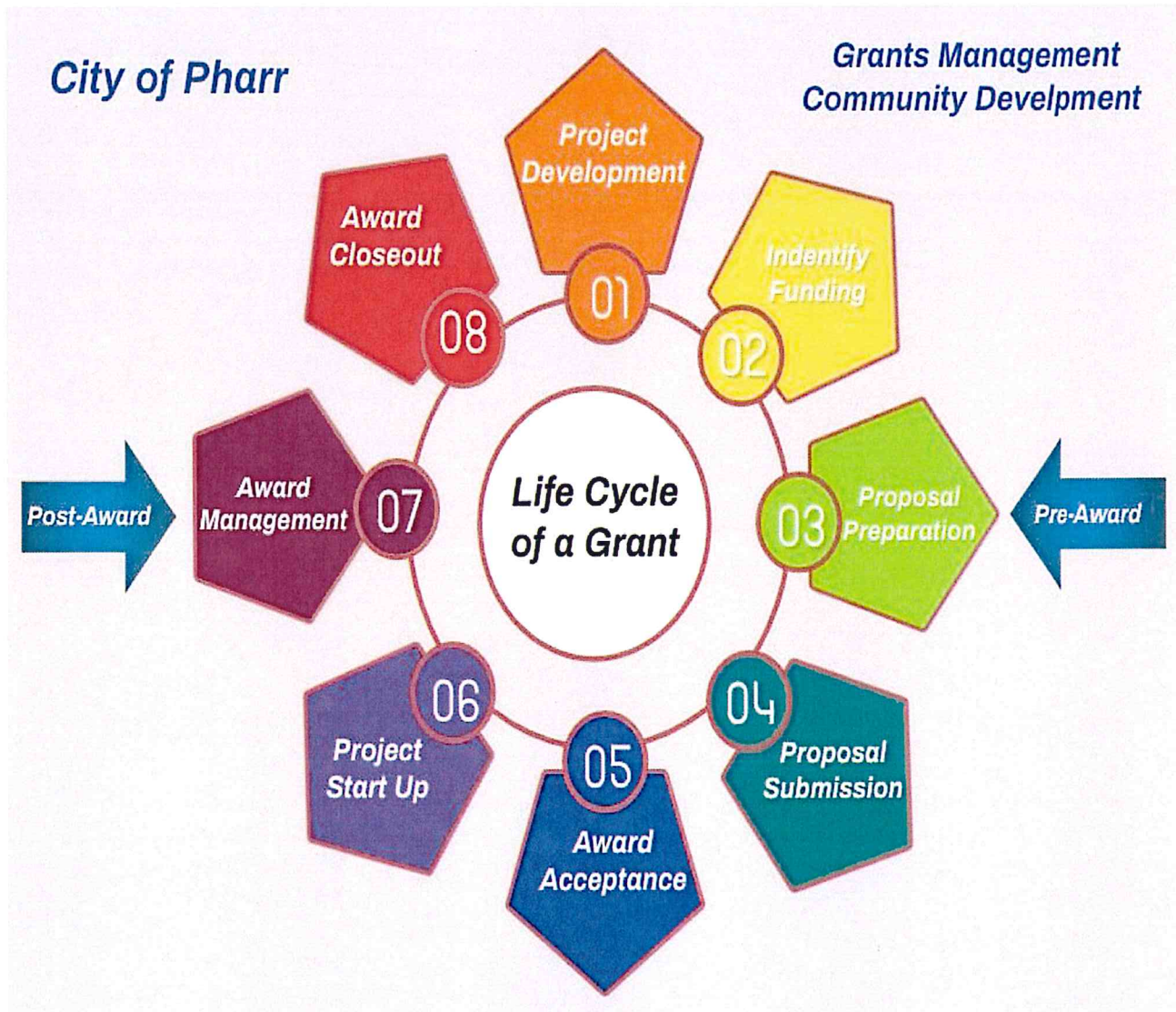
The general information provided in this document is based on multiple sources. For more specific information, consult the grant application and regulations. For expenditures, all applicable City of Pharr policies and procedures, administrative directives, and procurement code provisions are to be followed. Grant funds received by the City of Pharr (henceforth the City) support essential programs and services that the City provides to the community. These funds allow the City to extend pre-existing services, introduce new initiatives, gain technological advances, and subsidize programmatic staffing. Grant funds are dispersed throughout the City and impact various efforts, including homeland security, economic development, social services, public safety, recreation, and infrastructure improvement and maintenance, among others.

2. Resources for Finding Grants

Many different search engines are dedicated to finding grant-funded opportunities, but few are available without a paid subscription. For free resources that City of Pharr personnel can access to identify grant-funded opportunities, please see section 13 below (Useful Grant Management Links). Whenever searching for grants, City of Pharr personnel should be aware of eligibility requirements and deadlines. Eligibility requirements may include population size, demographics, or geographic location. The Grants Manager or Senior Leaders (SL) can also assist any City of Pharr personnel in finding appropriate grant opportunities to support program needs. Because grant funding allows the City to leverage local public funds to extend and enhance its services to the community, the impact of grant funding upon the community is significant. So too, should be the process that governs it.

3. Applying for a Grant

a. *The Lifetime of a Grant Award Flow Chart*



b. ***Intent to Apply for Grant Form and Budget Worksheet***

Once a grant opportunity has been identified whether the City of Pharr status is the primary agency, a sub-recipient, or some other status, the potential Program Manager must submit the Grant Information Form (GIF) (**Attachment B**).

The purpose of the "GIF" is to:

1. Solidify the department's objectives and commitment to the process when seeking a unique grant opportunity.
2. Ensure that the City of Pharr has the current budget capacity to accept the award if granted.
3. Verify that the project and grant possibility align with the City of Pharr's goals and objectives.

The Grant Information Form (GIF) is required before submitting any grant application to the grantor agency. The Grants Management Community Development Department can assist any potential City Department Director in initiating this process. A flow-chart showing the steps of grant initiation is below:

Grants Management Community Development Department

**10 STEPS
Grant Initiation Process**



4. Roles and Responsibilities

The following guidelines identify the roles and responsibilities of City of Pharr personnel involved in administering externally funded grant awards. The Grants Manager and the Finance Department are available to answer any questions concerning grant proposal preparation, submittal, award, documentation, grant amendments, or other changes.

A. Grant Manager

The Grant Manager is the subject matter expert for the grant-funded project or program. Thus, is the primary person responsible for granting programmatic activities as authorized by the grant agreement. The Grant Manager has the responsibility to oversee administrative and financial activities of the grant award. The Grant Manager must comply with the terms and conditions of the grant award.

Grants Manager and recipient Department responsibilities:

1. Assist with grant proposal preparation, emphasizing the technical and budgetary components.
2. Reconcile and close expired grant fund accounts and contracts on the City of Pharr financial system within 90 days of the grant end date to close out the grant.
3. Reconcile any grant fund deficits with the Finance Department and Department Head.
4. Track grant fund expenditures to ensure they do not exceed the grant budget.
5. Comply with all reporting requirements as defined by the funding source and the City of Pharr.
6. If equipment is purchased using grant funds and subsequently the Department would like to sell or discard the equipment, the Grants Manager must first request permission from the grantor agency and the Finance Department. Once sold or discarded, the Grants Manager must notify the Finance Department and the grantor agency to remain in compliance.
7. Oversee and communicate with contractors/subcontractors/consultants to ensure that they remain compliant with the terms of the grantor agency regarding expenditures and allotted time.
8. Include required terms of grant in contract with contractors/subcontractors/consultants following the City of Pharr procurement code guidelines.
9. Modify the project scope and budget as needed to accommodate the grantor agency.
10. Notify the Department Head, Grants Manager, and Finance Department about project scope or budget changes.
11. Assist the Finance Department with the resolution of over-expenditures.
12. Ensure that the Grants Manager receives a copy of any reports or correspondence with the grantor agency.

B. Department Heads

The Department Head has programmatic and fiscal responsibilities for a designated department. They are the individual who supervises staff members who serve as grant Program Directors, Project Coordinator, or designee.

Senior Leaders (SL)-Department Head responsibilities:

1. Direct staff interested in applying for grant funding to submit the Intent to Apply for a Grant Information Form (GIF) includes the Grant Budget Worksheet (Attachments A) submitted to Grants Management Community Development Department.
2. Approve/disapprove the application request.

If the Department Head approves the GIF intent to Apply for a Grant, the Department Head shall:

1. Review applications involving subcontracts, matching commitments, and other variables affecting the City of Pharr's commitment to the grant.
2. Ensure the budget is adequate relative to the project scope and its justification is appropriate.
3. Verify cost-sharing through contributed effort is appropriate or those cost-sharing dollars are available and documented.
4. Ensure the project aligns with the department and the overall city's strategic goals.

C. Finance Department and Grants Manager

The Finance and Grant Management Department provides approval for Intent to Apply for Grant applications. Finance also oversees grant award budgets and guides matching requirements. The Grants Manager is the primary person responsible for providing coordination and monitoring of grant awards. In addition, the Grants Manager is responsible for ensuring that the City of Pharr grants management and compliance program is current and effectively fulfills the compliance requirements of the City's administrative policies and external grantor agencies.

Finance and Grant Management Department Responsibilities:

1. Assist City of Pharr personnel with grant proposal preparation, emphasizing the grant stipulations and compliance components.
2. Support grant seeking opportunities that Department Heads recommends.
3. Review GIF and recommend further approval by the City of Pharr Manager's Office.
4. When matching is required, the Finance Department will assist the Grant Manager in identifying an appropriate match.
5. Review and recommend approval/disapproval of a proposed grant budget.
6. Assist the Program Manager with grant fund appropriation.
7. Establish an appropriate accounting structure within the City of Pharr financial system to support and track grant fund expenditures.
8. Prepare annual inventory reports on capital assets purchased using grant funds.
9. Assist in preparing an itemized budget and justification.
10. Assist in modifying a grant award budget in compliance with the grantor's policies.
11. We will keep record retention of grant awards on files as per grants terms and conditions.
12. In conjunction with the Program Manager, prepare financial and activity reports.
13. We will ensure the assigned grant project designee comply with all grant requirements.
14. Provide guidance in the pursuit of grant award changes as needed by the City of Pharr and assist in securing prior approval from the grantor agency for modifications to the award budget and requests for no-cost time extensions.

Annual Audit

The City of Pharr external auditor performs an audit annually. This audit assesses the City of Pharr's financial systems. The audit is completed to assure that City of Pharr's financial transactions are executed following federal and state laws and regulations and makes recommendations to increase the efficiency and effectiveness of City of Pharr operations.

The Finance Department is responsible for coordinating annual federal and state **Single Audit Act** audits with the grants department.

D. Legal Department

The Legal Department provides legal advice to the Mayor and City of Pharr Council, and all City of Pharr Departments. The department also assists City of Pharr personnel with writing ordinances and council resolutions, reviewing and preparing grant agreements for signature by authorized officials, and drafting and negotiating contracts, settlements, and other documents pertinent to grant awards.

5. Important Federal Guidelines

A. Federal Spending Guidelines

In 2013, the U.S. Office of Management and Budget (OMB) published final guidance in the Federal Register entitled Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). This Uniform Guidance supersedes and combines the requirements of eight previous OMB Circulars (A-21, A-50, A-87, A-89, A-102, A-110, A-122, and A-133) with the intent to streamline the federal grant-making and monitoring process to ease the administrative burden for grant applicants and recipients and to reduce the risk of waste, fraud, and abuse. The Uniform Guidance is located in Title 2, Part 200 of the Code of Federal Regulations (CFR).

State and local governments need to take appropriate steps to comply fully with the Uniform Guidance, which sometimes differs in subtle but important ways from previous guidance. We must comply with 2 CFR Part 200 and federal cost accounting standards, and the following principles must be considered when charging costs to projects funded with federal or federal flow-through monies (flow-through, or pass-through, monies are federal funds awarded through a non-federal entity):

Direct Costs

Direct costs have been included in the proposal budget and are directly attributable to the expenses necessary to fulfill the project's objectives. Essential direct costs allowable on grant awards are those that have been budgeted and approved via the award proposal process. Direct costs may include without limitation:

- Salaries and fringe benefits of Grant's Manager, other technical personnel, and other workforce members as allowed per guidelines
- Capital equipment
- Project-related supplies and materials as allowed per guidelines
- Long-distance telephone charges
- Travel costs
- Contractors/Subcontractors/Consultants expenses
- 2% Administrative Cost Charge Per Grant Program - Overall program management, Preparing program plans, budgets schedules, and related amendments; Monitoring of programs, projects, such as program specific accounting, auditing or legal activities. (see 2 CFR §200.413 (c)).

Indirect Costs

Indirect costs are generally shared among projects to support the general operations of the City of Pharr and, therefore, cannot be directly attributable to a single project. If the grantor agency permits indirect costs, then Grant Manager should negotiate the indirect cost rate with the grantor agency or accept the 10% default rate. Indirect cost negotiations will be overseen by the Finance Department or may be defined by an Indirect Cost Plan. Indirect costs may include without limitation:

- Clerical and administrative salaries and fringe benefits
- Postage (including commercial delivery services such as FedEx and UPS)
- Basic telephone service (i.e., monthly phone service)
- General-purpose office supplies (e.g., copier paper, ink cartridges, etc.).
- Software purchased for general purposes, e.g., Microsoft Office suite
- Subscriptions and Individual memberships

Cost Accounting Standards (CAS) Exceptions

The organization generally handles cost accounting standards (CAS) exceptions as indirect costs. Still, it may be necessary and reasonable to charge a grant award as a direct cost due to its specific nature. CAS exceptions must be specifically identified in the original grant proposal budget or receive prior approval from the grantor agency's manager before they are charged against a project.

Types of Cost Accounting Standards exceptions that may be considered include:

- **Clerical and Administrative**
Individuals whose salaries are paid from a federal granting agency project must have responsibilities specifically associated with the work of the federal granting agency project.

The specific association requirement may be satisfied by unusually high levels of administrative activity associated with large and complex projects. Eligible responsibilities include coordinating financial activities for multiple projects core units, coordinating meetings amongst project participants, special reporting, etc. In addition, the clerical and administrative salaries must support a significant project or activity. A large project would include large complex programs that entail assembling and managing teams from City of Pharr departments and outside entities.

- **Postage and Commercial Carrier Charges**

Should be restricted direct charges for postage or commercial carrier services (i.e., UPS, FedEx) to projects with a high demand for these items as described in the budget justification narrative.

- **Basic Telephone**

Basic telephone charges may be directly charged to major projects/activities that can justify it as essential. However, all toll calls are allowable as a direct cost.

- **General Office Supplies**

Direct charging of general office supplies should be restricted to projects with an exceptionally high demand for these items as described in the budget justification narrative.

B. Federal Financial Assistance Transparency Act (FFATA)

The Federal Funding Accountability and Transparency Act (FFATA) of 2006 (Public Law 109-282) require for each Federal award of \$25,000 or more that OMB create a searchable, no-cost, publicly accessible website (<http://usaspending.gov/>) that includes basic information about the recipient and the project being funded. In addition, FFATA was amended by the Government Transparency Act of 2008 (Public Law 110-252), requiring recipients to report certain information about themselves and their first-tier sub-recipients for awards obligated as of October 1, 2010. The Program Manager must file an FFATA sub-award report by the end of the month following the month in which the Program Manager awards any sub-grant > \$25,000.00. In addition, the Transparency Act requires a manager to provide, for their DUNS number and the DUNS number of their sub-awardee(s), the names and total compensation of the five most highly compensated officers of an award or sub-awardee, if in the preceding fiscal year:

(1) Received 80 % or more of its annual gross revenues in Federal awards and \$25,000,000.00 or more in annual gross revenues from Federal awards; and (2) the public does not have access to this information about the compensation of the senior executives of the award or sub-award through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 or section 6104 of the Internal Revenue Code of 1986.

C. Important Federal Guidelines Regarding Construction Projects

It is the responsibility of the Program Manager and the recipient department to ensure compliance with the following federal requirements involving construction-related projects; however, the

Grants Manager is available for assistance with these requirements. The Program Manager and department(s) should plan accordingly to ensure that adequate time, funding, and staffing are available to carry out these additional responsibilities. These federal regulations/requirements will be communicated to all contractors/subcontractors/consultants that are funded through a grant award.

Davis-Bacon Act

The Davis-Bacon Act of 1931 is a federal law that requires contractors to pay wages to laborers and mechanics at a rate not less than the prevailing wages. All federal government construction contracts, and most contracts for federally assisted construction > \$2,000.00, must include provisions for paying on-site workers no less than the locally prevailing wages and benefits paid on similar projects. Additionally, under the Contract Work Hours and Safety Standards Act, as amended, federal government construction contracts or federally assisted construction

> \$100,000.00 must compensate on-site workers 1.5x regular pay for all hours worked over the standard 40-hour workweek.

Uniform Relocation Assistance Act

The Uniform Relocation Assistance Act (a.k.a. Uniform Act) of 1970 is a federal law that establishes minimum standards for federally funded programs and projects that require the acquisition of real property (real estate) or displacement of persons from their homes, businesses, or farms. The Uniform Act's protections and assistance apply to the acquisition, rehabilitation, or demolition of real property for federally funded projects.

When conducting a program or project under the Uniform Act, must address the specific legal responsibilities to affected property owners and displaced persons. Must be considered the following before property acquisition:

For Real Property Acquisition:

- Appraise property before negotiations.
- Invite the property owner to accompany the appraiser during the property inspection.
- Provide the owner with a written offer of just compensation and a summary of what is being acquired.
- Payment for the property before possession.
- Reimburse expenses resulting from the transfer of titles such as recording fees, prepaid real estate taxes, or other costs.

For Residential Displacements:

- Provide relocation advisory services to displaced tenants and owner-occupants.
- Provide a minimum 90 days written Notice to Vacate before requiring possession.
- Reimburse residents for moving expenses.
- Provide payments for the added cost of renting or purchasing comparable replacement housing.

For Non-residential Displacements (businesses, farms, and nonprofits):

- Provide relocation advisory services.
- Provide a minimum 90 days written Notice to Vacate before requiring possession.
- Reimburse for moving and re-establishment expenses.

6. Writing the Proposal

a. *Developing a Competitive Grant Proposal*

Assistance and guidance by the Grants Manager can be provided to any grant designee or department when preparing a grant proposal. The degree to which the grant designee wants assistance through the grant writing process will be determined and communicated to the Grants Manager. Successful grant writing includes the following:

1. Grant requires careful planning and time; therefore, we need 20 working days to prepare.
2. Searching for data and resources to support the grant proposal
3. Clear and concise language, careful to exclude professional jargon
4. Packaging a proposal, keeping in mind the grant proposal consists of many different sections that the Program Manager must compile before submission
5. Submitting a proposal to a grantor, and then follow-up with the grantor agency to make sure that all grant components have been received and that the grant meets the technical requirements of the grantor agency.

Once the GIF has been completed and approved and grant preparation begins, the grant designee/department must have the ability to obligate the time needed for proposal completion. Meetings with the Grant Manager and other involved stakeholders should be anticipated. Preparing a compelling and competitive grant proposal may involve research, interdepartmental collaborations, and unexpected anomalies, requiring time commitment. It is essential to follow all guidelines as specified by the grantor agency. Read the technical procedures for grant specifications about required information and how it should be arranged. Grant dismissal due to a technicality is the most common reason why grants are rejected. Use concise, enthusiastic, and persuasive language when writing. A reasonable budget with a substantial budget justification narrative is critical to the grant package.

b. *Grant Guidelines*

Grant application guidelines identify what to include in the respective proposal, and it is critical to thoroughly read and follow the grant application guidelines. Grant guidelines typically include:

1. Submission deadlines for pre-proposals (if applicable) and final proposal packages
2. Eligibility restrictions which may include, but are not limited to population size, demographic information, and geographic information
3. Proposal format such as, page limitations, page margins, line spacing, etc.
4. Grantor agency proposal review timetable
5. Budgets and budget justification narrative guidelines
6. Funding goals and priorities of the grantor agency
7. Award ceilings (and floors), which may be dependent on population

8. Grantor agency evaluation process and criteria
9. Point(s) of contact for proposal questions/follow-up (e.g., grant designee or GMCD)
10. Any other submission requirements

c. Submitting the Proposal

Each grant designee and Department director's responsibility is to ensure the grant application is approved through the City of Pharr internal process (approval of GIF Attachments B) before preparing a grant proposal to an external grantor agency. The Grants Manager's responsibility is to work with the grant designee and the department to ensure the proposal is prepared for submission before the prescribed deadline. Different grantor agencies may require various signatures from the City of Pharr, which the Grants Manager will coordinate once the application is prepared for submission. Typically, the Grants Manager will be responsible for the final submission of the completed proposal. Suppose the Program Manager is submitting the proposal. In that case, the Program Manager must notify the Grants Manager and get final approval authorizing the Program Manager to submit a grant proposal on behalf of the City of Pharr.

7. Receiving and Managing the Grant Funds and Award

a. Types of Grant Funding

Cost-Reimbursable

Grant Manager is responsible for submitting cost-reimbursable request expenditures of grant funds are the most common types of grants received by the City of Pharr. Reimbursement is requested by the City of Pharr after expenses have been paid, which means that the City of Pharr subsidizes the project costs until the grantor agency makes reimbursement. Therefore, it is vital that appropriate charges, which are compliant with the grantor agency, are posted to the correct project fund account. That reimbursement requests are submitted quarterly or more frequently as stipulated by the grant award.

Advance Funding

Advance funding grants are structured such that the award funds are received by the City of Pharr in advance of the project being performed, completed, or before project expenditures have been made. As with cost-reimbursable grant funds, appropriate charges must be made that comply with the grantor agency requirements. The Grant's Manager should also keep in mind that any remaining unspent funds must be returned to the grantor agency. In addition, advanced funding usually requires tracking interest revenues and either applying those funds to the project or returning them to the grantor agency. These requirements are detailed in the grant agreement upon receiving the grant award. Contact the Finance Department for assistance in receiving advance funding and monitoring interest earnings.

Fixed Price

These are grant awards where the grantor agency pays the City of Pharr a set amount to fulfill a project. The City of Pharr receives the total award amount regardless of whether all the funds are expended – if the project successfully meets the stated objectives as proposed in the grant application. Requiring fixed-price grant awards is the same as cost-reimbursable grant awards,

except they do not need a detailed listing of expenditures and are typically reimbursed in fixed increments, with final payment received once all deliverables have been submitted approved by the grantor agency.

b. Grant Agreements and City of Pharr Council Approval

Upon receipt of a grant award, if there is an accompanying grant agreement that requires City of Pharr Council approval, the Grants Manager and Department Director are responsible for sending the City of Pharr Council agenda materials to the City of Pharr Clerk's Office for inclusion in an upcoming Council agenda. The Legal Department will review the grant agreement and materials to comply with applicable laws and internal policy.

After the Council accepts the grant award and approves the grant agreement, two or more original copies of the grant agreement (one for the City of Pharr and the number required by the grantor agency) will be sent by the Grants Manager the grantor agency for complete execution.

Upon receipt of the fully executed grant agreement from the grantor agency, one signed copy is routed to the Program Manager, and one signed document is retained by the Grants Manager in the Finance Department. In addition, the Finance Department or GMCD accountant will generate a grant fund account and record the itemized budget for the expenditure of grant funds. The grant proposal and grant agreement will be filed in the GMCD Department and will be retained for three years following the final fiscal year of the close-out of the grant.

c. Award Setup

Once the City of Pharr Council approves the grant agreement, the funds have been appropriated, and the Grant Agreement Checklist (Attachment C) (see subparagraph (e) below) is completed, a grant award will be established in the City of Pharr Grant Database. Additionally, the Finance Department will set up a unique project number/grant fund account. The project/grant number is a critical number used when charging expenditures to a grant award. Finally, the Grants Manager will finalize the award set-up upon receipt of a fully executed grant agreement, releasing the project and award for spending.

Unless the grantor agency has authorized pre-spending, spending, or encumbering eligible grant funds is prohibited until full execution of the grant agreement is complete. Without prior approval, expenditures made before full grant agreement execution has been completed will be ineligible for grant reimbursement and transferred to the department's general fund account.

d. Establish the Grant Files

Upon receiving the award, an individual grant file for each grant award. At a minimum, must contain the following documents in the grant file:

1. Grant proposal/application
2. Grant award letter/executed agreement
3. Grant Agreement Checklist (Attachment C)

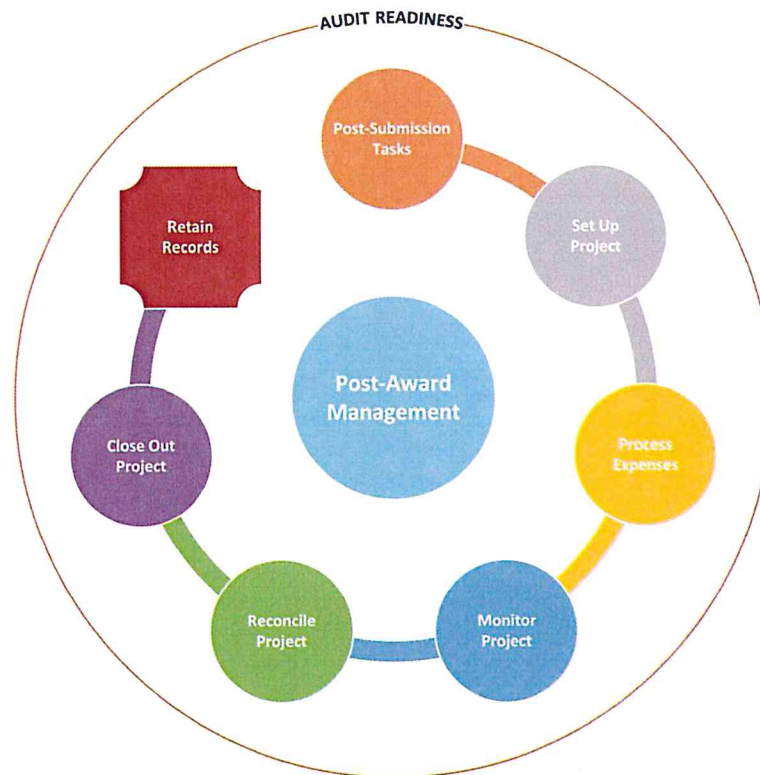
4. All modifications to the grant award, i.e., continuations, supplements, modifications
5. Council agenda items and resolution(s)

6. Budget amendments/transfers
7. Purchase orders and expenditure documentation
8. Contractor(s)/Subcontract(s)/Consultant(s) contracts (if applicable)
9. Reimbursement requests
10. All reports, including, but not limited to technical, progress, and final reports
11. Property records (and disposal records if applicable)
12. All written documentation pertaining to the grant, including correspondence, emails, notes, and phone log if applicable

g. The Grant Agreement Checklist

The Grant Agreement Checklist (Attachment C) will monitor and notify processes throughout the grant's lifetime. The Grants Manager initially prepares the checklist and then submitted to the Program Manager and the respective department for completion. The Grants Manager will review the award document and develop the Grant Agreement Checklist detailing the vital requirements to fulfill the administrative needs of the grant. We will use the Grant Agreement Checklist form to:

1. Identify the Project and Grant Award Manager(s)
2. Assign the project, award numbers, and identify the source(s) of cost matching
3. Establish the source of funding and the type of grant
4. Identify the CFDA number (critical for audit purposes)
5. Provide appropriate grantor point of contact information
6. Identify any contractors, subcontracts, consultants, etc.
7. Identify key award terms and deliverables required to fulfill grant requirements
8. Establish due dates for grant deliverables and reports (i.e., progress reports, financial reports, and project close out etc.)



8. Expenditures and Collecting Revenues

The grant agreement and general grantor policies establish the requirements for charging costs to the award, reporting those costs, and requesting reimbursement. The Grants Manager and the Finance Department can assist department staff with properly expensing award funds, invoicing, drawdowns, and identifying applicable expenditure backup documentation. All these functions will be carried out using the City of Pharr financial system.

a. *Eligible Costs and Assigning Project Charges*

To be charged against a grant award, all costs must be eligible, which means they are allowable, allocable, necessary, reasonable, and directly benefit a grant-funded project. In addition, transactions must be appropriately charged to the correct grant award to avoid unnecessary expenditure transfers later. Expenditure transfers on grants are audit flags that can lead to disallowable costs.

b. *Collecting Revenue*

Most grant awards are cost-reimbursable and generally supported by the City of Pharr until grant revenues are collected. Timely invoicing is critical to ensure that the City of Pharr promptly receives grant revenue as expenses are incurred. The Program Manager and department should reconcile their costs with the Finance Department every three months or as stipulated by the grant agreement. Most (but not all) federal and state grant awards are electronically transferred lines of credit and are "invoiced" via electronic drawdown.

c. *Computing and Network Systems Relating to Grant Supported Programs*

Before purchasing any computing or network systems/infrastructure, the Program Manager will consult with and seek approval from the City of Pharr Technology Services Director. These will ensure compatibility and supportability with the City of Pharr computing and network infrastructure. This guideline applies to hardware, software, and communications technologies, including data, voice, video, image radio telemetry, and facsimile purchases.

d. *Construction/Remodeling/Repair of Facilities*

Department Directors must consult with and obtain approval from the City Manager or Finance Department before seeking funding for construction, remodeling, or repair facilities. These will ensure compatibility and supportability of the City of Pharr facilities infrastructure. In addition, if grant funding is for a construction project, the project needs to be included in the approved CIP plan.

e. *Purchase of Vehicles and Equipment Supported by Fleet Services*

Department Directors must consult with and obtain approval from the Purchasing Department before purchasing vehicles and related equipment. These will ensure compatibility and supportability of all vehicles and equipment serviced by Fleet Services for all departments.

9. Monitoring and Oversight

Every award has reporting requirements specified in the grant agreement. Therefore, it is critical that all reports, including technical and financial, are provided promptly as defined in the reporting timeframe outlined in the grant agreement. During the grant's lifetime, the Department Director and department will work with the Grants Manager on the date and type of reports needed to be submitted to the grantor funding agency. Additionally, the City of Pharr holds all personnel accountable to its code of ethics (city of Pharr Personnel Policy Manual), which it monitors through the lifetime of a grant award.

a. Expenditure Monitoring

It is essential to the overall success of a grant-funded project that grant funds are appropriated properly and accurately. Therefore, grant awards should be reconciled on a quarterly basis (or as stipulated by the grantor agency) to ensure:

1. Expenditures are allowable, allocable, necessary, and reasonable based on the terms and conditions of the grant award
2. Expenditures are reported accurately
3. Award spending is within the project time frame of the grant budget

b. Cost Transfers

Incorrectly reported charges to grant-funded projects must be fixed through journal entries processed by the Finance Department. Misdirected incurred costs to federally funded projects must be transferred from the project and charged to the correct fund account within 90 days. Failure to correct inaccurate charges within this timeframe could result in the expense being precluded from grant award reimbursement. Accurate financial reporting is essential to comply with grantor agencies and maintain a valid City of Pharr budget. The Grants Manager can address questions regarding a particular expense to ensure compliance. In addition, the Grants Manager and Finance Department will review awards to ensure the accuracy of financial transactions and compliance with grant award agreements.

c. Reporting

The grantor agency requires grant reporting to assess the progress made towards fulfilling the grant objectives. The grant agreement or a grantor agency's guidance manual will describe the types of reports needed and the report submission schedule. The grantor agency requires grant reporting to determine if the grant award follows its guidelines. Typically, grants require financial reports, technical progress reports, annual progress reports (for multi-year awards), and a final report to close out the grant.

d. Financial Reporting

The grantor agency requires financial reports as an accounting measure to ensure that reported expenses follow the grant award objectives. The report format or form that the grantor agency requires is described in the grant agreement. Depending on the award funding type, expenditure documentation may be required. Providing the appropriate expense documentation monthly or quarterly (as stipulated by the grantor agency) is essential to ensure that grant funds are accurate

and eligible for reimbursement or expenditure.

In addition, these reports are critical for reducing the risk of adverse audit reports, which could result in the return of improperly expended grant funds. Finally, some financial statements may include property reports as part of the reporting requirements and the final grant award close-out.

e. Technical/Progress Reports

In addition to the financial reporting responsibilities associated with a grant-funded project, each grantor agency requires different reporting levels outlined in the grant agreement. For example, the grantor agency may request technical/ progress reports quarterly or bi-annually (for multi-year awards). As with financial statements, some grantors may require a specific format or specific forms to be used when documenting grant activity. These will include information in the grant agreement or guidance manual provided by the grantor agency.

f. Final Reports

All financial, programmatic, and other reports must be submitted within 90 days after the grant-fund end date to close out a grant. This deadline is crucial if the grant award agreement specifically stipulates that final billing received after the 90-day deadline are unacceptable and will not be paid. The accountant will submit reports to the Grants Manager for the last review.

10. Contracting/Subcontracting/Consultants

A contract or subcontract means all types of agreements, regardless of what they may be called, for the procurement of supplies, services, or construction. Monitoring subrecipients, such as vendors, contractors, and subcontractors, is crucial for grant award compliance. Please see (Purchasing Policies & Procedures Manual) for more details on contracts and regulations.

a. Types of Contracts/Subcontracts/Consultants

Generally, a vendor agreement is issued for obtaining routine commercial services, supplies, and equipment that require no special handling or prior approvals and are issued as standard purchase orders depending on the purchase amount.

A subaward is issued when part of the grant program must be performed by an external entity with particular expertise or resources that the City of Pharr does not possess and is necessary to fulfill the overall objectives of the grant-funded project. This type of subaward requires prior approval from the grantor agency and is subject to subrecipient monitoring.

b. Subrecipient Monitoring

A contractor/subcontractor/consultant awarded a sub-award is referred to as a sub-recipient. All grant requirements and regulations placed upon the City of Pharr through the grant agreement will apply to any sub-recipient. It is the responsibility of the Program Manager and the City of Pharr to ensure subaward compliance with the grant agreement. All sub-awards issued under federal grants must contain language requiring subrecipients to fulfill the grant agreement requirements and comply with grant agency regulations.

The federal regulations that describe sub-recipient monitoring contain the following core elements of compliance:

- Advising sub-recipients of all applicable federal laws and regulations and all grant requirements and rules from the grant agreement
- Routine receipt and review of technical performance/progress reports
- Routine review of expenditures
- Periodic on-site visits and/or regular contact, if necessary.
- The option to perform audits if necessary
- Review of audit reports filed by sub-recipients and any audit findings
- Review of corrective actions cited by sub-recipients in response to their audit findings
- Consideration of sanctions on subrecipients in cases of continued inability or unwillingness to have required audits or to correct non-compliant actions

All subawards for which monitoring is required shall be reviewed regularly throughout a grant-funded year and, at a minimum, must include:

- Review of financial and performance reports submitted by the subrecipient
- Perform site visits to review records and observe operations
- Maintain regular contact and make appropriate inquiries concerning program activities

C. Procurement/Suspension/Debarment

It is the responsibility of the department receiving the grant award to ensure that any sub-awardee funded through a grant award is not prohibited from receiving federal or state funds due to suspension or debarment. A person or entity debarred or suspended is excluded from federal financial and non-financial assistance and benefits under federal grant-funded programs and activities. Debarment or suspension of a participant in a grant-funded program by one agency has a government-wide, reciprocal effect. Contact the Purchasing Department's Office to determine suspended or debarred contractors that are no longer eligible to conduct business with the City of Pharr.

d. Matching/Cost Sharing

Full grant expenditures can be recorded in the grant fund, including the match. At the end of each month or quarter, each department will be responsible for calculating the amount of City match and/or other contributions, i.e., grants, partnerships, other agency contributions. We will be allocated from the grant fund to the General Fund or Operating Fund only 460000. The grant fund will record a credit to this account, and the General Fund or Operating Fund will record a debit to the account. Monthly, but no less than quarterly, journal entries are to be entered to transfer the city match so that quarterly reports to the granting agency are stated correctly. If the grant and City match expenditures are already allocated between funds and budgeted according to the allocation, continue with the allocation. No quarterly journal entries will be needed.

Sample Journal Entries to Record City Match:

City Match Expenditures in the Grant Fund

DR: Fund 1000-division-460000-program-Grant#-Project#

CR: Fund 1000-division-101000-program-Grant#-Project#

Note: The grant number should be used in the General Fund or Operating Fund. This should only be used for match activities.

- The use of the grant number in General Fund or the Operating Fund is generally for the term of the grant.
- The grant number will allow you to run reports by grant across all funding sources, both grant funds and local match funds.
- In city of Pharr account Incode Financial System the Grant number must be entered in both the "Grant" and "Project" fields in both funds.
- The budget is to include the amount of City match required by each grant.

e. In-Kind Contributions

In-kind contributions may be in the form of services, supplies, real property, or equipment. When in-kind services or contributions are allowable as a source of matching, the in-kind (non-cash) contribution must be valued or calculated at fair market value, i.e., the amount the organization would reasonably expect to pay if it were to purchase the item. Actual costs should always be used to determine value when available. For example, donated time should be calculated at the amount the organization would pay someone to perform the work if a volunteer did not perform it.

Any shared costs or matching funds, including in-kind contributions, must meet all of the following criteria for federal awards and, as a matter of practice, should be followed for non-federal awards as well:

1. Be verifiable from the organization's records
2. May not be included as contributions for any other federal award
3. Be necessary and reasonable for accomplishment of project or program objectives
4. Be allowable under the Cost Principles of the Uniform Guidance
5. May not be paid by the federal government under another federal award
6. Must be included in the approved budget by the awarding agency

Additional guidance regarding in-kind contributions, matching, and requirements can be found in the Uniform Guidance 2 C.F.R. § 200.306.

When in-kind contributions are being used for matching requirements, the information must be thoroughly documented. The fair market value of goods and services must be documented and feasible supported by the same methods used internally. Suppose the donated services are that of an employee in their regular line of work. In that case, the services will be valued at the employee's standard pay rate plus a cost of fringe benefits, but exclusive of overhead expenses. All donated time must be documented using some form of "time and effort" reporting and may also need to be supported with payroll documentation depending upon the stipulations of the award.

f. Program Generated Income

Program Generated Income (PGI) means gross income received by the grantee directly generated by a grant-supported activity or earned only due to the grant agreement during the grant

period. Except as otherwise provided in the state or federal agency regulations, program income does not include interest in grant funds, rebates, credits, discounts, refunds, etc., and interest earned. May be used PGI in the following ways:

- Additive: PGI is added to grant funds committed to the project by the grantor agency and used to fulfill eligible project/program objectives.
- Matching/Cost Share: PGI is used to finance the match/cost share of the project or program.
- Deductive: PGI is deducted from the total project or program budget.

The Grant's Manager, Grant Accountant, or designee shall:

1. Upon receipt of program income, review the laws, regulations, and the provisions of the contract or grant agreements applicable to the program and ascertain if program income was anticipated and, if so, the requirements for recording and using program income.
2. Prepare a deposit slip (transmittal slip) to deposit funds into the City of Pharr priorities and accounts.
3. Prepare a journal to record revenue.
4. Deposit funds with the City of Finance Department or account designee.

Note: All program income must be accounted for during the lifetime of the grant award and be reported, including its use and the method by which it was used. Failure to disclose PGI may require that all PGI may be deducted from the grant budget.

g. Support of Salaries and Wages

Personnel salaries/wages/overtime/fringe benefits funded through federal grants must be based on payroll documentation standard City of Pharr policy. Must support salaries/wages of employees used to meet the match/cost-sharing requirements of federal awards in the same manner as those claimed as allowable costs under federal grant awards. The consequences of noncompliance with employee salaries/wages/overtime/fringe benefits may be the disallowance of such charges to a federal grant program.

Where an employee works on a single grant award, must support charges for the employee's salaries and wages through bi-weekly certification that the employee worked solely on that program for the period covered by the certification. Such certification must be signed by the employee or supervisor who has first-hand knowledge of the work performed by the employee.

Where an employee works on multiple grant awards, a distribution of the employee's salaries and wages must be supported by a personnel activity report that:

- reflects an after-the-fact distribution of the actual activity of the employee
- accounts for total compensated activities
- is prepared at least monthly and coincides with one or more pay periods, and
- is signed by the employee or supervisor who has first-hand knowledge of the work performed by the employee.

Certifications: Employees working 100% of the time on a single grant must certify that the

employee worked solely on that grant project. (**Attachment G Form**)

- Periodic Certification Form – It is recommended that a form is maintained at a minimum, every six (6) months of the grant period.

h. Equipment and Inventory Control

Equipment purchased with grant funds shall be used exclusively for the project or program for which it was acquired during the grant's lifetime.

The Finance Department will conduct annual inventory reports and must maintain those records for three years after the fiscal year in which they were created or as per City of Pharr policy. Therefore, equipment must be properly maintained and safeguarded.

i. Federally Funded Equipment

The federal definition of equipment is a tangible property with a useful life of more than one year and an acquisition cost of \$5,000 or more. Federally funded equipment inventory must be conducted every two years. Federally funded equipment must be tracked and include:

- The item description and serial/identification number
- Sources of funding and percentage paid with federal funds
- Titleholder identification (when applicable)
- Acquisition date and cost of the property
- Equipment location, condition, and use
- Disposition data (date, sale price, etc.).

j. Federally Funded Equipment Disposition

Once equipment can no longer be used, it must be disposed of following the instructions of the federal awarding agency. Disposition will be made as follows:

- Items with a fair-market value <\$5,000 may be retained, sold, or otherwise disposed.
- For items with a fair-market value >\$5,000, the grantor agency has 120 days to provide the requested disposition instructions, or the item may be retained/sold. If sold, the federal agency is entitled to a percentage of the sale proceeds.
- Property ownership may be transferred to the federal agency or eligible third party.

Additional guidance regarding federal inventory control, equipment usage, or required disposition can be found in the Uniform Guidance 2 C.F.R. § 200.313.

11. City of Pharr Personnel and Subrecipient Conduct Standards

Conflict of Interest

Conflicts of interest can damage the reputation and credibility of the city. Further, the appearance of a conflict of interest can be just as damaging to the city's reputation and credibility as an actual conflict. The appearance, as well as the actuality, of any conflict of interest or breach of trust by an official or employee of the city should be avoided. Attached Form D

Definitions:

Conflict of Interest - An officer or employee of the city acting or appearing to act on behalf of someone other than the city, or in carrying out duties has or appears to have a self-interest from which a personal profit or gain is realized, or that is actually or potentially adverse to the best interests of the city. Official – Any person appointed or elected to an office, position, committee, or commission of the City of Pharr, whether or not they receive compensation.

Mandatory Disclosures

In accordance with 2 CFR §200.113, all grant proposals submitted by the City of Pharr to a federal grantor agency, pass-through entity, or other grantor agency will include a mandatory disclosures statement. In the statement, City of Pharr personnel and subrecipients associated with the grant proposal will disclose in writing any violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal grant award.

Drug-Free Workplace

All City of Pharr personnel and City of Pharr grant award subrecipients are subject to the federal policies and guidelines to maintain a drug-free workplace. If any City of Pharr personnel or City of Pharr grant award subrecipients are convicted of a drug violation in the workplace, the City of Pharr must take two actions, in accordance with 2 CFR §182.225:

- (a) First, the City of Pharr must notify federal grantor agencies. The City of Pharr may learn of drug convictions through employee self-admission or through other means. The city of Pharr written notification to the federal grantor agencies must:
 - (1) Be in writing and include the employee's position title.
 - (2) Include the identification number(s) of each affected award.
 - (3) Be sent within ten calendar days after the City of Pharr learns of the conviction: and
 - (4) Be sent to every federal agency on whose award the convicted employee was working. It will be sent to every awarding official or his or her official designee unless the federal grantor agency has specified a central point for the receipt of the notices.
- (b) Second, within 30 calendar days of learning about an employee's conviction, the city of Pharr must either:
 - (1) Take appropriate personnel action against the employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973 (29 U.S.C. 794), as amended; or
 - (2) Require the employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for these purposes by a federal, state, or local health, law enforcement, or another appropriate agency.

Failure by any City of Pharr personnel or City of Pharr grant award subrecipient to adhere to these conduct standards will result in disciplinary action may lead up to and include termination.

12. Modifications, Extensions, or Cancellations to the

Budget or Project Scope-of-Work

During the course of a grant award's lifetime, there are times when changes are necessary to either the budget or to the project scope-of-work. Most of these changes, called grant amendments, are allowable, but it is important to follow the policies and procedures written in the grant agreement provided by the grantor agency. These changes must be pre-approved by the Finance Department and the grantor agency before they are considered eligible. Contact the Grants Manager for assistance when a change is necessary.

a. *Prior Approvals*

It is essential to get written confirmation from the grantor agency before any money is spent on items that differ from what was approved in the original budget. Project activities that deviate from those initially proposed in the grant application need to be documented and receive prior approval from the grantor agency before being implemented. Copies of any budget amendments or similar documentation affecting the grant budget will be sent to the Finance Department. The Program Manager must seek approval from the Finance Department or the City of Pharr Council, as outlined in the City of Pharr procurement code.

Most grants allow at least one no-cost time extension to complete a project, if necessary. These requests must be documented, and written approval must be received from the grantor agency, usually in the form of a grant amendment/modification. Copies of these extension approvals will be forwarded to the Grants Manager in the Finance Department.

For those grants with subawards, a contract/subcontract extension may have to go to the City of Pharr Council for approval. The Program Manager and or department should contact the Legal Department for guidance on the policies and procedures to the specific contract/subcontract. If City of Pharr Council approval is necessary, the Grants Management Community Develop department will send the required documentation to the Department Director to submit and present the agenda item. Suppose a grant must be terminated before the original completion date or returned to the grantor agency prior to project initiation. In that case, the Grants Manager must be notified so that the grant is appropriately terminated. In addition, if the grant required City of Pharr Council approval, notification to the Council might also be required.

b. *Audits & Monitoring*

(SUBRECIPIENT MONITORING)

The activities of subrecipients will be monitored, as necessary, to ensure that federal awards are used for authorized purposes in compliance with laws, regulations, and the provisions of contracts or grant agreements and that performance goals are achieved.

The Grant Accountant shall provide reasonable assurance that grants are monitored and that funds are expended in ways that meet provisions of pertinent statutes, regulations, agency administrative requirements, relevant OMB circulars, and the terms of the award notice, subaward or agreement. As per OMB Circular A-102 Common Rule, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments, Section 40 OMB Circular A-133, Section 400(d), Audits of States, local Governments, and Non-Profit Organizations. The Grant designee shall:

1. Select projects for monitoring based on risk analysis. Consideration will be given to the performance of follow-up reviews and previous recommendations.
2. Develop a monitoring tool – identify scope and objective(s); determine what monitoring techniques will best achieve monitoring objective(s).
3. Develop a monitoring schedule based on expected risk of non-compliance – determine scheduled start and completion date and an anticipated number of hours to complete review.
4. Implement a monitoring plan.
5. Notify subrecipient when they have an upcoming monitoring visit and what is expected of them.
6. At the completion of the monitoring work, document findings and recommendations.
7. Develop a letter of the results of the monitoring and any corrective actions.
8. Follow-up on non-compliance and corrective action plan within 90 days of the monitoring results letter.
9. As part of the monitoring process, ascertain that the subrecipient has received an A-133 audit if required and obtain a copy. On any findings issued on grants with the City, a management decision will need to be issued within three months after receipt of the report. Follow-up to ensure the subrecipient takes appropriate and timely corrective action to the audit findings.
10. If the subrecipient has not gotten an audit as required, follow-up and take appropriate action until the audit is completed.

(Internal Monitoring)

Preparation for an audit should begin immediately after a grant award is received by the City of Pharr. The grant designee has the responsibility for monitoring compliance with Federal and State requirements in the various departments receiving grant funding.

Specific requirements must be met when managing grant funds and activities, which are defined in the grant agreement. For example, flagged costs and activities during an audit by a grantor agency can result in the City of Pharr being required to pay back the amount of the prohibited expenses. If such an event occurs, all disallowable costs will be transferred off the grant award and onto a non-grant, non-federal award source.

OMB Circular A-133 Compliance Supplement, Part 6 Compliance with Federal and State grant requirements will be monitored as necessary to ensure controls and procedures are being followed. The grant designee shall identify the specific grants serviced by each department and assess the risk of noncompliance with grant requirements based on prior issues identified, experience of staff involved, and the complexity of the requirements. From this evaluation, the Director will determine the frequency of the required monitoring.

In the event that a City of Pharr grant-funded program is selected for audit by an external grantor agency, the Grants Manager, Finance Director, Finance Assistant Director, and City of Pharr Manager's Office must be notified:

Federal Single Audit Act

Federal audit and annual reporting requirements are contained in 2 CFR §200.501 (Audit

Requirements). Non-federal entities that expend \$750,000.00 or more in a year in federal awards are required to have a single or program-specific audit conducted for that year, performed by an outside auditor. It is essential that all grant activity and any changes to the grant award are well documented to facilitate any audit. Audit findings are provided to the grantor agency, which could prompt an audit by the granting agency.

The following activities are the 14 types of compliance requirements considered in every audit conducted in accordance with 2 CFR §200.514, and are referenced throughout this manual:

- 1 - Activities Allowed or Unallowed
- 2 - Allowable Costs/Cost Principles
- 3 - Cash Management
- 4 - Davis-Bacon Act
- 5 - Eligibility
- 6 - Equipment and Real Property Management
- 7 - Matching, Level of Effort, Earmarking
- 8 - Period of Availability of Federal Funds
- 9 - Procurement and Suspension and Debarment
- 10 - Program Income
- 11 - Real Property Acquisition and Relocation Assistance
- 12 - Reporting
- 13 - Subrecipient Monitoring
- 14 - Special Tests and Provisions

Texas Single Audit Act

The Texas Single Audit Act establishes uniform audit requirements for state financial assistance and follows the same cost principles and requirements established in the Federal Single Audit Act.

Note: The city will follow-up on any audit finding or issues within 3 months to ensure corrective action has been taken. Financial and Grants Management Internal Policy Guidance Manual.

13. Grant Close-Out

A grant award is considered completed when: (1) all work funded by the award is completed, or (2) the award funding period ends. The Program Manager has the responsibility of ensuring that a continuation, supplement, or time extension is requested in a timely manner to continue the project within 45 days prior to the end of the award end-date. If at the end of the award funded period the City of Pharr has not secured a continuation, supplement, or time extension, then grant close-out must occur. Typical grant close-out occurs within 90-days of the end of the grant-funded time, when the Program Manager must reconcile all budgetary items with the Finance Department. **(Attachment D Form)**

The grant agreement identifies the grantor agency's process to close out the grant award, including record retention requirements. Grant close-out is typically composed of the following:

- Settlement of cash, and match/cost share (if applicable); committed matching funds must be expended in addition to all granted funds

- Cancellation of outstanding purchase orders
- Ending personnel payroll distribution
- Final property inventory, and disposition of property (if applicable)
- Consideration of program generated income
- Submission of all reports including the final report to close-out the grant

The Grants Manager will coordinate finalizing reconciliation of the award and closing it in the City of Pharr financial system. Once a grant is closed-out, records retention is still applicable.

Records Retention

The grantor agency's grant agreement or guidance manual will define the period that all grant records must be retained. This period is typically 5-years after the end of the grant-funded period. When determining retention requirements prior to grant document destruction, City of Pharr staff must reference the grant agreement, City of Pharr records retention schedule, and the Texas retention schedule. The most rigorous of those requirements shall apply in this case the City of Pharr is 5 years.

The City must maintain that adequately identify the source and application of funds provided for Federal grants and subgrants as well as programmatic and statistical records. These must contain information pertaining to awards and authorizations, obligations, unobligated balances, assets, liabilities, outlays or expenditures, and income. Accounting must be supported by source documentation.

The Grants Management and Finance Department shall establish requirements for retention of all pertinent to all Federal and State grants awarded (i.e., HUD-CDBG program, EDA, Department of Justice etc.), and for contracts and agreements in accordance with OMB Circular A-102 and the terms of the grant agreement.

The Grant Accountant shall:

1. Obtain copies of contracts and grant agreements.
2. Establish a file for each contract and grant agreement.
3. Update files as needed. Disposition or recovery of state or federally owned assets (as distinct from property acquired under the grant), and
4. Maintain for 5-years (or required retention period of the grant agreement) after the audit or until all issues resulting from litigation, audit/audit resolution, or claims have been resolved, or the closeout of the grant whichever is longer. For example, all CDBG files must be maintained for a minimum of four years after the City's grant year close out with HUD (which may be several years after an individual grant closeout).
5. Make all financial reports available for review upon request by the awarding agency, its Inspector General, or the Comptroller General of the United States.

LEGAL REQUIREMENTS:

OMB Circular A-102 Common Rule, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments, Section 42.

14. Environmental Review Policy, Procedures, and Standards

24 CFR Part 58

The Grants Management Community Development Department, acting through its Grants Administrator (Certifying CDBG Manager), is responsible for the environmental review, approval, and certifications necessary to ensure compliance with 24 CFR Part 58 as follows: 1. CDBG Manager and staff shall review all environmental reviews to ensure compliance with 24 CFR Part 58 prior to submission to the Certifying Officer for certification of the Request for Release of Funds. 2. Upon the initial award of activity, the CDBG Manager, shall provide the funding recipient with environmental review requirements under 24 CFR Part 58. 3. Grant Manager shall determine the most appropriate preparation avenue to develop the environmental review based on the level of review and the capacity of the funding recipient in accordance with Environmental Preparation Standards set forth in this document. 4. If an external consultant is not required, proceed to #6 5. If an external consultant is required because the funding recipient cannot prepare environmental review documents for a detailed review: a. The assigned Management Analyst will issue a Request for Services which guides for an external consultant to prepare a proposal. b. The assigned CDBG Manager will review the submission with the funding recipient to review the cost and scope of work, including the recommendations for additional environmental studies, as needed. 6. The assigned Management Analyst shall review the prepared environmental review document, subsequent studies, and source documentation for compliance with all applicable environmental laws. They will recommend any revisions or additional studies to the Grant Manager. The Management Analyst shall coordinate with the preparer upon review and approval of the recommended actions. Once satisfied, the environmental review record is signed and submitted by the preparer. 7. The Management Analyst provides prepares a draft of public notices for review by the Grants Manager and the Grants Administrator. The Management analysis ensures the public notice is published and obtains the appropriate documentation for the ERR. Once the public comment period closes, the CDBG Manager will complete the Request for Release of Funds (HUD Form 7015.15) and attach copies of the public notice documentation and the environmental review. This documentation must be cleared through the Grants Manager and submitted to the Grants Administrator for signature as Certifying Director of the Grants Management Community Development Department. Including the environmental review with submission of the 7015.15 to the Certifying Officer ensures that the environmental review is prepared before their certification of the 7015.15

Under the above internal review procedures, GMA will review the program/project scope of work and determine what environmental review needs to be conducted. The NEPA classifications that will choose are listed below:

1. Exempt – Subject to Related Laws at 24 CFR 58.34
2. Categorically Excluded, not Subject to 58.5. (24 CFR 58.35)
3. Categorically Excluded Subject to 58.5
4. Subject to an Environmental Assessment (24 CFR 58.36)
5. Subject to an environmental impact statement (24 CFR 58.37)

15. Grant Renewals

Many grant awards are available on a cyclical basis. Some programs and projects may be eligible for funding under the same grant opportunity for more than one cycle. All grants have individual cycles or periods of performance, but typical cycles occur annually, on either a calendar year, fiscal year, or federal fiscal year basis. When the Program Manager is interested in reapplying for additional funding through a grant renewal, the Intent to Renew a Grant Form (Attachment D), must be completed. This again activates the original process.

16. Useful Grant Management Links

The links and/or information provided below may periodically be updated or become outdated. If you do not find what you are looking for or would like additional assistance with grants resources, contact the Grants Manager.

City of Pharr Employee Portal

<https://www.maranaaz.gov/employee-portal>

Debarred and Suspended Contractors-Federal Excluded Parties List System

<https://www.dol.gov/ofccp/regs/compliance/preaward/debarlst.htm>

Federal Government Contracting Regulations

<http://acquisition.gov>

Grants.gov

<http://grants.gov>

National Grants Management Association

<http://www.ngma.org>

Office of Management and Budget (OMB)

<https://www.whitehouse.gov/omb/>

USA.gov

<http://www.usa.gov>

U.S. Dept. of Labor: Davis-Bacon Act and Other Related Acts

<http://webapps.dol.gov/elaws/elg/dbra.htm>

17. Grant Writing Tips and Guidance Links

Federal Grant Proposal Guidance and Assistance

Grants.gov Applicant Training

<https://www.grants.gov/web/grants/applicants/applicant-training.html>.

Guide to Proposal Writing from the National Science Foundation

<http://www.nsf.gov/pubs/1998/nsf9891/nsf9891.htm>

SAM and US Catalog of Federal Domestic Assistance Grant Writing Tutorial

<https://www.sam.gov/portal/SAM/##11>

Non-Profit Grant Proposal Guidance and Assistance

GrantProposal.com

<http://www.grantproposal.com/>

Grant Proposal Writing Tips from Corp for Public Broadcasting

<http://www.cpb.org/grants/grantwriting.html>

Proposal Writing Short Course from the Foundation Center

<http://foundationcenter.org/getstarted/tutorials/shortcourse/index.html>

Proposal Budgeting Basics from the Foundation Center

http://foundationcenter.org/getstarted/tutorials/prop_budget/index.html

Samples of Successfully Funded Proposals from the Idea Bank

<http://theideabank.com/onlinecourse/samplegrant.html>

18. Attachments

(Attachment A- Grant Pre-Post Flow Chart)

(Attachment B- Grant Information Form)

(Attachment C-File Management Checklist)

(Attachment D -Grant Closeout Checklist)

(Attachment F -Code of Conduct Form)

ATTACHMENT A

Grant Process Flowchart

PRE-AWARD

1 IDENTIFY NEED

Develop Project Idea

Any city employee may initiate action to prepare a proposal for funding from an outside agency but must do so through appropriate campus procedures.

Consider:

- Consistency with mission and goals of the city.
- Problem/Need/Gap in service
- Goals
- Objectives
- Approach
- Outcomes/Impact
- Resources Available/Needed
- Time Frame

Find Funding Sources

- Consult with GMCD Director or staff
- Search Grants: <https://www.grants.gov/>

**Do We Qualify?
Is It a 'Good Fit'?**

Only proposals for the funding of activities that are consistent with the city's mission and goals and strategic plan will be submitted to outside agencies.

- Confer to the RFP/Announcement for requirements and restrictions
- Confer any applicable federal/ state guidelines
- Consider any limitations - is the city capable of fulfilling the requirements?
- Is the project feasible under current city circumstances?

Approval to Proceed

No proposal may be submitted to an outside agency without approval by the Department Head and GMCD Department:

- Seek approval from your CM or senior level staff-this should be documented by proposal brief
- Submit Proposal Brief to final review GMCD per policy guidelines.
- In coordination with GMCD, begin forming team and laying groundwork for proposal.
- Grants Manager will consult with Finance Dept., to discuss potential challenges, if necessary.

2 DEVELOP PROPOSAL

The GMCD Department and the department director will work together through the following steps to coordinate the development of a full proposal.

Thoroughly Read Guidelines

- Get to know funder/goals
- Determine funding minimum/maximum.
- Identify budget requirements and restrictions
- Identify necessary contacts/partners
- Re-examine whether the project is a 'good fit'

Contact Funders (if possible)

- Discuss planned proposal
- Ask for assistance; draft review if possible
- Ask about decision-making process and time frame
- Any additional guidance offered

Draft Project Narrative and Budget

- Gather data/research
- What will be the project's essential elements, and how will those help address established needs.
- Develop project timeline
- Assign tasks (if working with team).
- Answer each question in RFP.

Review and Edit

- Self-review
- GMCD Peer-review
- Grants Director review
- Grants Manager review
- Finance Dept. Review
- HR review (if personnel revised changes, and submit ss necessary.

Route for Approval and Submit

- When complete, GMCD Department will disseminate the final draft with the Final Proposal and Budget Approval Form or Application.
- With appropriate approvals, the Grants Director, Authorized Official, Department Designee, or Grant Manager will submit the proposal to the funding agency.

Grant Process Flowchart

POST-AWARD

RECEIVE AWARD

3

A substantial percentage of grant awards go through negotiation and revision before the award is made. For example, when a funder decides to support a project, it may be at a different amount than what was requested, or they may request changes in the proposal itself. The Grants Directors will work with the funding agency, the project lead, and the city's finance department to facilitate all negotiations made with the final approved budget.



- Funding agency will send notification and funding agreement/contract
- We will negotiate any requested budget adjustment with the grants manager, project lead, and finance department (when necessary)
- GMCD Dir. will notify all stakeholders (government offices, partners, etc.) whenever feasible.



GMCD Depart. will facilitate final approval via the Grant Award or Contract Approval package and submit it to the funding agency for final signatures.



In conjunction with GMCD, the Finance Department will establish grant revenue and expense accounts/funds for project use.

EXECUTE PROJECT

4

Once the contract is in place, it's time to begin the project. The project lead, with the assistance of the GMCD, Finance Dept., and other applicable city staff, will be responsible for the proper technical conduct of the project or program, compliance with the terms and conditions of the agreed-upon terms upon of the project, management of funds within the approved budget, and administration of the project within the agreement/contract and award guidelines.



- The GMCD Director will coordinate a project "kick-off" meeting with the project team.
- To the extent possible, the timeline should stick to the funded proposal.
- Project Lead will work with GMCD, Finance Dept. HR., etc., to execute grant project as designed.



- The GMCD and Funding Agency Representative work together to adjust for unanticipated changes.
- Work with Grants Manager will submit all necessary reports and ensure compliance.
- Where applicable, prepare funding extension/renewal in coordination with Grants Manager and Finance Department.



Upon project completion, work with the GMCD and Finance Department to close grant accounts and submit all necessary final reports to the funding agency.



Their appropriate city department or the GMCD should maintain all records and contracts about the grant following city grant management and OMB policies/guidelines and the specific requirements of the funding agency.



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Robert Garcia
Grants Manager
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ATTACHMENT B

		GRANT INFORMATION FORM FY 2021-2022	☐ Declined	☐ Pending	☐ Awarded	
	This form provides information to the Grants Management Community Department (GMCD) for the grant application, grant awards, or grant contract amendments. After completing, please forward the GMD attention to robert.garcia@pharr-tx.gov. Once the grant has been awarded or must process a contract/agreement, please, complete the GIF form and forward it to the GMCD. Then, we will submit it for further processing and final review.					
	Dept. Notifications	Status	Priority	Grant Deadline	% Done	Days Left
Grant Information Form (GIF)					0%	
Agency:						
Contact Person:						
City Department:		Phone:		Email:		
Grant Title:				Start/End Date:		
Grantor:				Database Tracking Number:		
Total Grant Funding Request:		Requires Signature or Review From:			Mayor	
Total Cash Match:					City Manager	
Total Project Cost:					Legal Review	
Application Date:						
Grant Classification:		Need Funding For:		New or Continuation		
CFDA Number:		Electronic Submission:				
Brief Description of Grant:						
GRANT BUDGET SUMMARY						
FISCAL YEAR 21-22	PROPOSED BUDGET CATEGORIES	State or Federal	Cash Match	In-Kind	Total	
	PERSONNEL	\$100,000	\$25,000	\$0	\$125,000	
	CONTRACTUAL AND PROFESSIONAL SERVICES	\$0	\$0	\$0	\$0	
	TRAVEL AND TRAINING	\$0	\$0	\$0	\$0	
	EQUIPMENT	\$0	\$0	\$0	\$0	
	SUPPLIES AND DIRECT OPERATING EXPENSES	\$0	\$0	\$0	\$0	
	TOTAL DIRECT COSTS:	\$0	\$0	\$0	\$0	
	INDIRECT COSTS	\$0	\$0	\$0	\$0	
	TOTAL:	\$100,000	\$25,000	\$0	\$125,000	
			Actual Total Match:		\$25,000	
			Actual Match Percentage Applied to this Budget:		20.00%	
City Match Certification:		YES		Has city match been certified by the Department Director?		YES
For this City fiscal year, how much of the required local cash match amount is already in the departments budget:						Directors Initials:
Proposed source of match:						
Before purchasing equipment in excess of \$5,000 with grant funds, contact the following city departments for review and approval the Purchasing and GMCD Departments:				Ask for PO #	Ask for Grant #	
Comments:						
To be completed by Administrators:						
Grants Manager Signature				Date		
Purchasing Dept. Director Signature				Date		
GMCD Director Signature				Date		
Finance Dept. Director Signature				Date		
To be completed by Grant Account:						
Revenue Account #			Expenditure Account #			

ATTACHMENT C
File Management

It is imperative that file management is consistent for all grants across all departments. Standardized file management protocols allow for a smooth transition during changes in personnel, instill confidence in granting entities during site visits, expedite reviews by the Financial Administration Department, and eases the audit process.

The Grants Coordinator will maintain the Master File, which includes the following (if applicable to the project and if required by the awarded Grant):

Funder/Legal Documents

- ☐ Grant application and project proposal
- ☐ Approved budget
- ☐ Administrative guidelines and regulations
- ☐ Official grant award notification (GAN)

Budget

- ☐ Copies of all contracts and blanket agreements for consultants and trainers
- ☐ Copies of purchasing documents
- ☐ Copies of expenditure/income tracking files
- ☐ Copies of monthly restricted program grants reconciliation report
- ☐ Copies of all reimbursement requests
- ☐ All correspondence with the funder regarding budget
- ☐ Copies of payroll documents
- ☐ In-kind or match documentation of expenses

Personnel

- ☐ Job descriptions
- ☐ Staff Resumes
- ☐ Staff performance evaluations
- ☐ Staff schedules
- ☐ Staff and volunteer sign-in sheets
- ☐ Time and Effort Documentation

Programmatic

- ☐ Staff phone numbers/email
- ☐ Program Officer contact information
- ☐ Project Timelines
- ☐ Minutes of meetings
- ☐ Project sign-in sheets
- ☐ Surveys and outcomes
- ☐ Data Collection
- ☐ Record Retention of all grants will be retained for 5 years by the Grants Department

ATTACHMENT D: Closeout Checklist

CLOSE-OUT CHECKLIST FOR GRANTS

Prior to requesting the closeout of a fund/organization number by the Department, please complete the following checklist:

Fund\Org Name:	
Fund\Agency\Org No:	
Grant\Award Number:	

DESCRIPTION	Y/N	COMMENTS
1) Confirm that all expenditures and revenues are posted to the account.		
2) Make sure all outstanding encumbrances have been cleared.		
3) Verify that valid expenditures and revenues are posted to the account.		
4) Verify that all revenue have been received from awarding agency?		
5) Complete a reconciliation of the account balance to the General ledger.		
6) Identify disposition of cash balance.		
7) Identify disposition and clear any asset and liability accounts.		
8) Submit copy of the final financial report to Finance.		
9) Provide the Grant closeout letter or notice from grantor to the Finance department.		
10) To avoid further expenditures, contact Budget Office to adjust for unexpended appropriation.		
11) Prepare a not-encumbered invoice to the issuer of the grant for the return of any un-expended funds received.		
12) Meet with Grant and Special Revenue Fund Staff in Finance to discuss disposition of negative cash balance.		

CODE OF CONDUCT ATTACHMENT F

No employee, officer or agent of the *City of Pharr, sub-grantee or subrecipient* shall participate in selection or in the award or administration of contract or conduct business with a vendor if a conflict of interest, real or apparent would be involved. Such a conflict would arise when:

- A. *the employee, officer or any agent*
- B. *a member of his immediate family*
- C. *his or her partner*
- D. *an organization which employs or is about to employ, any of the above, has a financial or other interest in the firm selected for award.*

The *City of Pharr's, sub-grantee or subrecipient, officers, employees or agents* shall neither solicit nor accept gratuities, favors or anything of monetary value from contractors, potential contractors, or parties to sub-agreements, vendors, or potential vendors. Depending on gravity, violation of this Code of Conduct could result in dismissal, probation or suspension of officers, employees or agents involved or termination of contractual agreements with subrecipients.

Non-disclosure Policy - No disclosure of verbal or written price quotations shall be made by any *City of Pharr* employee, sub-grantee or subrecipient. Violation of the nondisclosure policy shall be subject to disciplinary action as provided by the *City of Pharr* or termination of contractual agreements when a subrecipient/sub-grantee employee is involved.

Personal Interest - No member of the *City Council or any officer or employee of the City of Pharr, sub-grantee or subrecipient* shall have a financial interest, direct or indirect, or by reason of ownership of stock in any corporation, in any contract or in the sale to the *City of Pharr, sub-grantee or subrecipient* or to a contractor supplying the *City of Pharr, sub-grantee or subrecipient* of any land or rights or interest in any land, material, supplies, or services, or in any matter in which he acts for the *City of Pharr*.

Any willful violation of this section shall constitute malfeasance in office, and any officer or employee of the *City of Pharr, sub-grantee or subrecipient* found guilty shall thereby forfeit his or her office. Any violation of this section with the knowledge, express or implied, of the person or corporation contracting with the *City of Pharr, sub-grantee or subrecipient* shall render the contract voidable by the *Grants Management Community Development Director (GMCD) or the City Council Members*.

Employee, Officer or Agent Acknowledgment

Print or type Name and Position/Title

Entity/Organization Name

Date



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 6.E.

DATE SUBMITTED: September 13, 2022

MEETING DATE: September 19, 2022

FROM: Joel Robles, Assistant Police Chief

DEPARTMENT: Police

DIRECTOR: Joel Robles

Agenda Item: Consideration and action, if any, on Resolution entering into an agreement with the Texas Department of Transportation for the closure of U.S. 281 (Cage Blvd.) from Polk Ave. to Ridge Road for the Red Ribbon Tri-City Parade on Saturday October 8, 2022. **This item supports QL - Quality of Life.**

Classification: Regular

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

Issue: The City of Pharr wishes to enter into an agreement with the State of Texas, acting by and through the Texas Department of Transportation, for temporary closure of a roadway for a parade. Resolution will be needed for the closure of U.S. 281 (Cage Blvd.) on Saturday October 8, 2022 from 7:00 a.m to 11:00 a.m. The street closures will be from Polk Ave. south to Ridge Rd. (approximately 1.7 miles) for the Red Ribbon Tri-City Parade.

Fiscal Consideration: N/A

Staff Recommendation: Staff recommends approval as submitted

Alternatives: Not approve request

Exclude Material from Public Packet? No

Reason: N/A

ROUTING:

Joel Robles
Patricia Rigney
City Management Office

Created/Initiated - 9/13/2022
Approved - 9/14/2022
Final Approval - 9/16/2022

RESOLUTION R-2022-__

**A RESOLUTION OF THE CITY OF PHARR TEXAS, AUTHORIZING THE CITY TO
ENTER INTO AN AGREEMENT WITH THE TEXAS DEPARTMENT OF PUBLIC
TRANSPORTATION FOR PARADES IN THE CITY LIMITS OF PHARR**

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

That the City of Pharr wishes to enter into an agreement with the State of Texas, acting
by and through the Texas Department of Transportation for temporary closure of a
street for parades.

That the closure of US 281 (Cage Blvd.) from Polk Avenue to Ridge Road on Saturday,
October 8, 2022 from 7:00 a.m. to 11:00 a.m. for the purpose of conducting the Tri-City
Red Ribbon Parade.

That all rules and procedures of 43 Tex. Adm. Code; Section 22.12 have been
established for the temporary closure of a segment of the State highway system and
this agreement has been developed in accordance with the rules and procedures.

This resolution shall take effect immediately from and after its passage.

PASSED AND APPROVED this 19th day of September, 2022, by the Board of
Commissioners of the City of Pharr, Texas.

CITY OF PHARR

AMBROSIO HERNANDEZ, MAYOR

ATTEST:

HILDA PEDRAZA, CITY CLERK

STATE OF TEXAS §

COUNTY OF §

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

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

W I T N E S S E T H

WHEREAS, the State owns and operates a system of highways for public use and benefit, including Pharr, in Hidalgo County; and

WHEREAS, the City has requested the temporary closure of US HWY 281 From 1101 N Cage to 500 Cage for the purpose of Red Ribbon Tri-city Parade, as described in the attached "Exhibit A," hereinafter identified as the "Event;" and

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

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

WHEREAS, on the 8 day of October, 2022, the Pharr City Council passed Resolution / Ordinance No. _____, attached hereto and identified as "Exhibit B," establishing that the Event serves a public purpose and authorizing the City to enter into this agreement with the State; and

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

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

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

A G R E E M E N T

Article 1. CONTRACT PERIOD

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

Article 2. EVENT DESCRIPTION

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

Article 3. OPERATIONS OF THE EVENT

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

Article 4. OWNERSHIP OF DOCUMENTS

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

Article 5. TERMINATION

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

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

Article 6. DISPUTES

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

Article 7. RESPONSIBILITIES OF THE PARTIES

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

Article 8. INSURANCE

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

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

Article 9. AMENDMENTS

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

Article 10. COMPLIANCE WITH LAWS

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

Article 11. LEGAL CONSTRUCTION

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

Article 12. NOTICES

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

City:	State:
_____	Texas Department of Transportation
_____	600 W IH 2
_____	Pharr, Tx 78577
_____	956-702-6100

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

Article 13. SOLE AGREEMENT

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

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

THE CITY OF Pharr

Executed on behalf of the City by:

By _____ Date _____
City Official

Typed or Printed Name and Title _____

THE STATE OF TEXAS

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

By _____ Date _____
District Engineer

By _____ Date _____
Director of Maintenance

Exhibit A

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

Exhibit B

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

Exhibit C

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



Pharr



MAYOR Ambrosio Hernandez, MD

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

August 23, 2022

**Pedro Alvarez P.E.
District Engineer
Texas Department of Transportation
PO Box Drawer EE
600 W. IH-2
Pharr, Texas 78577**

Mr. Alvarez,

The Pharr Police Department has reviewed Pharr-San Juan-Alamo Independent School District's map and traffic control plan for the upcoming PSJA ISD Red Ribbon Parade.

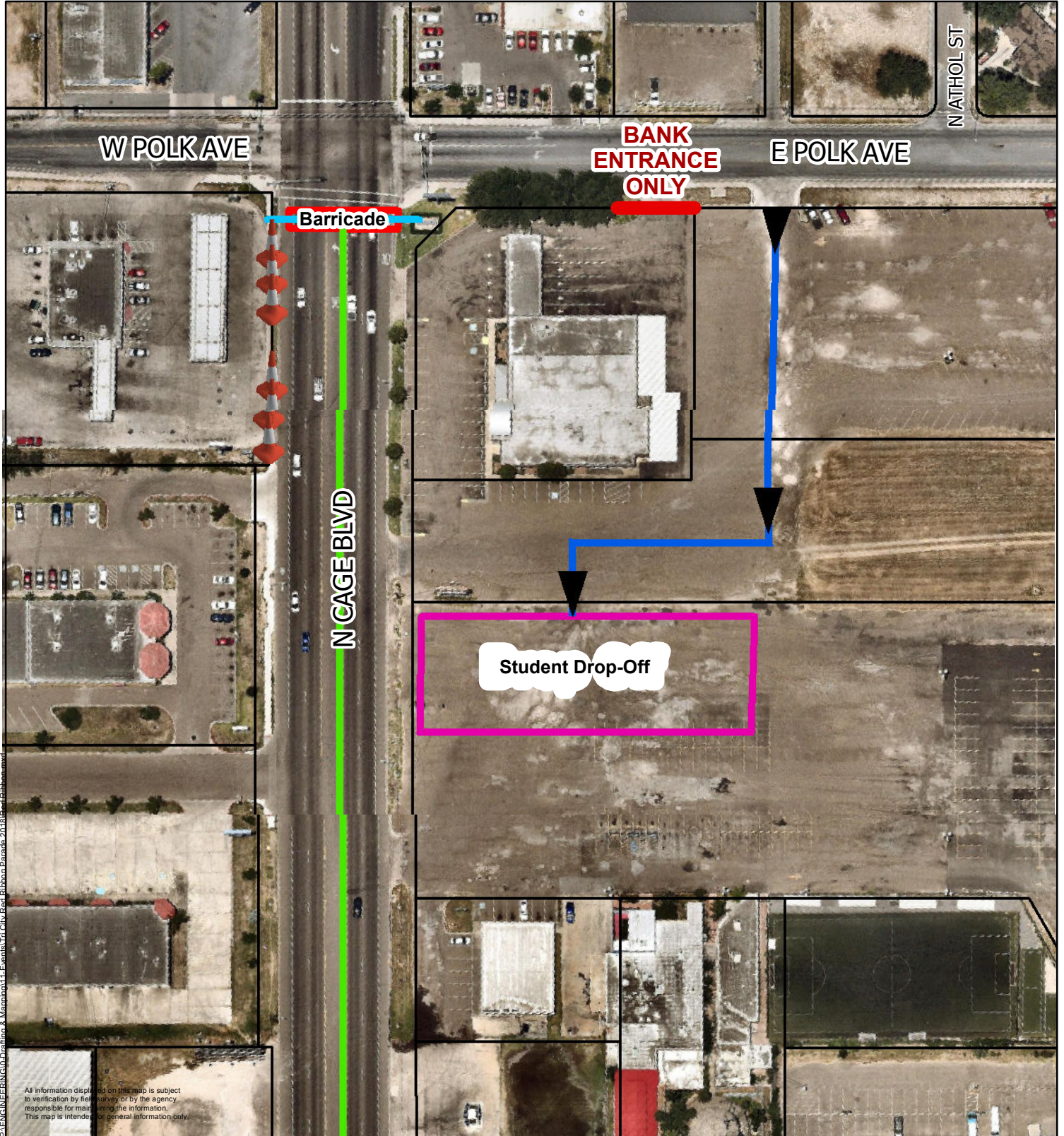
Closure of Cage Blvd. (US Highway 281) from Polk St. to Kelly St. for the date of October 8, 2022 from 7am to October 8, 2022 11am.

The Pharr Police Department supports the plan and will assist with Traffic Control for this event. For further information feel free to contact me.

Asst. Chief of Police

A blue ink signature of Joel Robles.

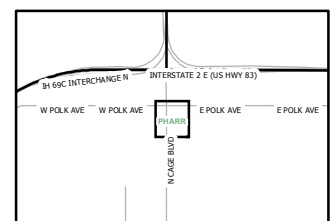
Joel Robles
Officer: (956) 402-4709
Joel.robles@pd.pharr-tx.gov

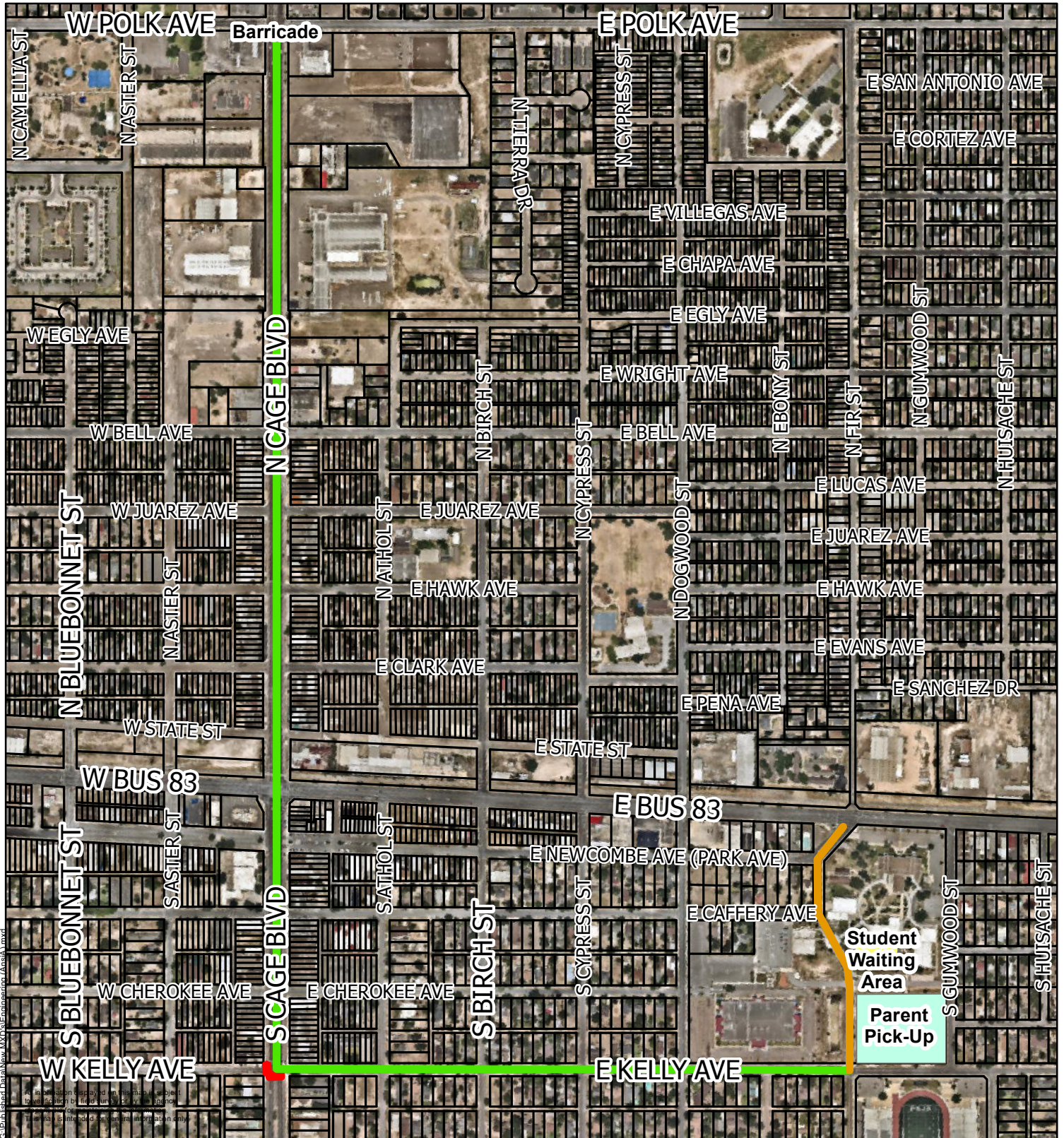


- BANK ENTRANCE ONLY
- Entrance
- Parade Route

City of Pharr, Texas
Engineering Department
956.402.4242

Date: 9/27/2018

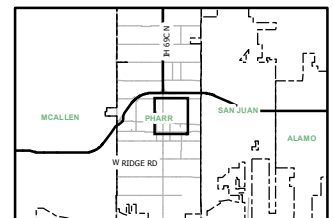




- Float Exit
- Parade Route
- Start

City of Pharr, Texas
Engineering Department
956.402.4242

Date: 9/14/2018

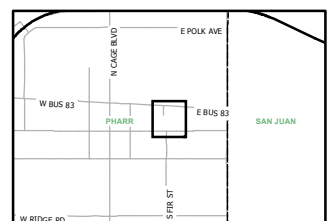




- Float Exit
- Parade Route

City of Pharr, Texas
Engineering Department
956.402.4242

Date: 9/27/2018



21st Annual Red Ribbon Parade

Waiver and Release

“Participant” hereby releases the Red Ribbon Parade Committee, the City of Pharr and all other representatives or agents connected with the 21st Annual Red Ribbon Parade and event from any and all claims by Participant that may arise from his/her participation in the 21st Annual Red Ribbon Parade in Pharr, Texas. In exchange for the right to participate in the Parade, Participant hereby waives, release and discharges any and all claims for injuries to person, including death, or to property the participant may incur as a result of the Participant’s involvement in the Parade. This release discharges the Red Ribbon Parade Committee, and the City of Pharr and the respective agents and employees (other) associates with the Parade, from and against any and all liability that may arise out of negligence or carelessness on the part of the Red Ribbon Parade Committee, the City of Pharr, or others. Further, the Participant hereby grants full permission to any or all of the foregoing to use any photographs, videotapes, motion pictures, recordings, or any record of this event. Participants agree that this Waiver and Release shall be binding on Participants personal representatives, heirs, assigns and next of kin. Participant has carefully read and understands the foregoing Waiver and Release and signs it at his/her free will.

I hereby state that I have read the above statement and accept the terms and conditions stated on this waiver. By signing of this document I admit to fully understanding the terms of this waiver.

Participant School: _____

Adult or Teacher Acknowledging Waiver: _____

Participant Name: _____

If a minor, Signature of Parent/ Guardian: _____

Emergency Contact: _____



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 6.F.

DATE SUBMITTED: September 13, 2022

MEETING DATE: September 19, 2022

FROM: Kenneth Ennis, Communications
Director

DEPARTMENT: Communications

DIRECTOR: Kenneth Ennis

Agenda Item: Consideration and action, if any, ratifying Addendum No. 2 to JotForm Software service agreement in the amount of \$10,224.00. **This item supports SE - Service Excellence.**

Classification: Regular

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

Issue: Added additional licensing for HR and OSE departments which required an update to the current service agreement.

Fiscal Consideration: There are no fiscal considerations on this item.

Staff Recommendation: Staff recommends approval.

Alternatives: None

Exclude Material from Public Packet? No

Reason: None

ROUTING:

Kenneth Ennis
Kenneth Ennis
Karla Saavedra
Patricia Rigney
City Management Office

Created/Initiated - 9/13/2022
Approved - 9/13/2022
Approved - 9/14/2022
Approved - 9/14/2022
Final Approval - 9/16/2022

**Jotform and City of Pharr****ADDENDUM 2 TO SOFTWARE SERVICE AGREEMENT**

This Addendum ("Addendum") is effective as of the date of the final signature on this Addendum and is entered into by and between City of Pharr ("Customer" or "you") and Jotform Inc. ("Jotform"), as an extension to the Software Service Agreement signed by the Parties on February 9, 2021. All terms and conditions of the Agreement remain in effect, except for the following:

- 1) Attachment 1, Term clause is modified as follows: "This agreement is extended for one year, to expire at the second anniversary of the final signature on the Agreement."
- 2) Attachment 1, Number of Users is adjusted as 7

Renewal Costs (all amounts in USD):

Number of Users:	7
Cost Per User:	\$79.00/month
HIPAA Cost:	\$299/month
Term:	12 months
Cost:	\$10,224.00

Signatures

The individuals executing this Addendum represent and warrant that they have the legal capacity and authority to do so on behalf of their respective legal entities.

Customer**Jotform Inc.**Name: *Ed Wylie*

Name: Tolga Sakman

Title: *City of Pharr*

Title: VP Enterprise

Date: *9-7-22*

Date: 7/14/2022 | 2:46 PM PDT

Signature:

Signature:

DocuSigned by:
Tolga Sakman
5F48D896878A4FE...



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 6.G.

DATE SUBMITTED: September 15, 2022

MEETING DATE: September 19, 2022

FROM: Ignacio Amezcua, Director

DEPARTMENT: Purchasing

DIRECTOR: Ignacio Amezcua

Agenda Item: Consideration and action, if any, authorizing City Manager to advertise for proposals for Retail Electric Provider. **This item supports SG - Sound Governance and Fiscal Transparency.**

Classification: Consent

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

Issue: Current provider TXU contract expires on December 31, 2022 The City needs to go out for proposals
(Project# 2223-01-513-S003-274)

Fiscal Consideration: NA

Staff Recommendation: Staff recommends going out for proposals on Retail Electric Provider

Alternatives: N/A

Exclude Material from Public Packet? No

Reason: N/A

ROUTING:

Ignacio Amezcua
Ignacio Amezcua
Patricia Rigney
Karla Saavedra
Anali Alanis
City Management Office

Created/Initiated - 9/15/2022
Approved - 9/15/2022
Approved - 9/15/2022
Approved - 9/16/2022
Approved - 9/16/2022
Final Approval - 9/16/2022



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 6.H.

DATE SUBMITTED: September 15, 2022

MEETING DATE: September 19, 2022

FROM: Ignacio Amezcua, Director

DEPARTMENT: Purchasing

DIRECTOR: Ignacio Amezcua

Agenda Item: Consideration an action, If any, rejecting proposals for the City-wide Debt Collection Service and authorizing City Manager to re-advertise. **This item supports SG - Sound Governance and Fiscal Transparency.**

Classification: Consent

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

Issue: The Purchasing Department solicited formal sealed proposals for the City-wide Debt Collection Service. This project was advertised in our local newspaper, It was posted on our web-site, and a total of (88) electronic solicitation invitations were sent out. After reviewing the (3) proposals received (Proposal Tabulation Attached) we found out that those vendors are not in compliance. Staff recommends rejection of all proposals received and seeks the Commission authorization to re-advertise this project.

(Project# 2122-01-513-S015-088)

Fiscal Consideration: \$100,000

Staff Recommendation: Staff recommends reject all proposals for Project# 2122-01-513-S015-088 and re-advertise.

Alternatives: N/A

Exclude Material from Public Packet? No

Reason: NO

ROUTING:

Ignacio Amezcua

Ignacio Amezcua

Patricia Rigney

Karla Saavedra

Anali Alanis

City Management Office

Created/Initiated - 9/15/2022

Approved - 9/15/2022

Approved - 9/15/2022

Approved - 9/15/2022

Approved - 9/16/2022

Final Approval - 9/16/2022



CITY-WIDE DEBT COLLECTION SERVICE

PROJECT NO.: 2122-01-513-S015-088

BID OPENING: JULY 5, 2022 AT 3:00 P.M.

PARTICIPATING BIDDERS:			GENERAL REVENUE CORPORATION MASON, OH	SIMON AGENCY, INC. INDIANAPOLIS, IN	NON-RESPONSIVE
No.	DESCRIPTION	UOM	PERCENTAGE	PERCENTAGE	PERCENTAGE
1	GENERAL COLLECTION	%	18	15	ALL IN ONE MEDICAL CLAIMS SERVICES GRAND PRARIE, TX
2	SETTLEMENT	%	18	75	
HARDCOPY PROPOSAL			SUBMITTED	SUBMITTED	
ELECTRONIC PROPOSAL			SUBMITTED	SUBMITTED	



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 6.I.

DATE SUBMITTED: September 9, 2022

MEETING DATE: September 19, 2022

FROM: Hilda Pedraza, City Clerk

DEPARTMENT: Administration

DIRECTOR: Anali Alanis

Agenda Item: Consideration and action, if any, on request from Pharr-San Juan-Alamo ISD for road closures for the PSJA ISD Marching Festival on October 1, 2022, the UIL 5A Area Marching Contest on October 22, 2022, and the UIL 6A Marching Contest on October 29, 2022. **This item supports QL - Quality of Life.**

Classification: Consent

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

Issue: The Pharr San Juan Alamo ISD will host a marching band festival and two marching band contests in the city of Pharr in the month of October. The PSJA ISD Tri-City Marching Band Festival is scheduled for October 1, 2022, the UIL 5A Area Marching Contest on October 22, 2022, and the UIL 6A Marching Contest on October 29, 2022.

Roel Faz, Chief of Operations, has submitted a written request to the office of the City Manager requesting various road closures to allow the safe movement of band member students and vehicles. The road closures are for the following streets:

October 1st and October 22nd from 5:00 a.m., Saturday until 2:00 a.m. Sunday October 29th from 9:00 a.m. to 11:00 p.m.

Kelly Street - from Fir St. to Ironwood St.

Fir Street - from Kelly St. to Sam Houston Blvd.

Gumwood St. - from Highway 83 to Sam Houston Blvd.

Ironwood St. - from Kelly St. to Sam Houston Blvd.

Jones St. - from Ironwood St. to Gumwood St.

Hibiscus St. - from Kelly St. to Jones St.

Fiscal Consideration: N/A

Staff Recommendation: Staff recommends approval.

Alternatives: Not to approve

Exclude Material from Public Packet? No

Reason: N/A

ROUTING:

Hilda Pedraza

Joel Robles

Rodrigo Davila

Patricia Rigney

City Management Office

Created/Initiated - 9/9/2022

Approved - 9/9/2022

Approved - 9/15/2022

Approved - 9/15/2022

Final Approval - 9/16/2022



CITY OF PHARR
PARADES, PROCESSIONS AND STREET CLOSURE FORM

P.O. Box 1729 * 118 S. Cage Blvd. * Pharr, Texas 78577
Fax 956-702-5313

Date of Event: October 1, 22, + 29

Type of Event: ☐ Parade ☐ Walk-A-Thon ☐ Other Marching Contests

NAME OF CONTACT PERSON: Jon Taylor

ORGANIZATION (IF APPLICABLE): PSJA ISD Fine Arts

ADDRESS: 601 E. Kelly St. CITY: Pharr ZIP CODE: 78577

PHONE NO.: 354-2000

CELLULAR PHONE: 827-3541

FAX NO.: _____

E-MAIL: jon.taylor@psjaisd.us

PURPOSE AND DESCRIPTION OF EVENT:

Bands from throughout South Texas will compete at PSJA ISD Stadium

START TIME: 5am Saturday END TIME: 2am Sunday

ROUTE TO BE TRAVELED OR UTILIZED (Attach Site & Traffic Plan)

Starting Location: See attached

Ending Location: See attached

Will event occupy all or only a portion of the width of the street? All

Is the event insured? ☒ Yes ☐ No

If yes, Insurance Company Information _____ Contact #: _____

Applicant Signature: Jon Taylor

REC'D _____
CC _____

FOR CITY USE ONLY:

Date Received: _____

SEP - 8 2022

City Commission: _____

APPROVED _____

DENIED _____

CITY OF PHARR
CITY CLERK'S OFFICE
PHARR, TEXAS

City Manager's signature

Date

September 8, 2022

Ms. Anali Alanis
Interim City Manager, City of Pharr
118 Cage Blvd.
Pharr, Texas 78577

REC'D _____
CC _____

SEP - 8 2022

CITY OF PHARR
CITY CLERK'S OFFICE
PHARR, TEXAS

Ms. Alanis,

Thank you for the support the City of Pharr has provided in the past with our marching band contests! We are asking for your help again this year. PSJA ISD is requesting assistance from the City of Pharr with the PSJA ISD Tri-City Marching Band Festival on October 1, 2022, the UIL 5A Area Marching Contest on October 22, 2022, and the UIL 6A Marching Contest on October 29, 2022. Specifically, we are asking for use of the following:

- Witten Park baseball fields for band warmup
- St. Jude parking lot for band warmup and bus parking
- Barricades and cones for road closures
- Recycling containers for the disposal of water bottles

Also, we are asking permission to close streets:

- On October 1 and October 22 from 5 a.m., Saturday until 2 a.m., Sunday
- On October 29 from 9 a.m. to 11 p.m.
- Kelly St. – from Fir St. to Ironwood St.
- Fir St. – from Kelly St. to Sam Houston Blvd.
- Gumwood St. – from Highway 83 to Sam Houston Blvd.
- Ironwood St. – from Kelly St. to Sam Houston Blvd.
- Jones St. – from Ironwood St. to Gumwood St.
- Hibiscus St. – from Kelly St. to Jones St.

If you have any questions or require additional information, please contact Jon Taylor, PSJA ISD Director of Fine Arts, at 354-2000, 827-3541, or jon.taylor@psjaisd.us.

Sincerely,



Roel Faz
Chief of Operations

cc: Dr. Jorge L. Arredondo



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 6.J.

DATE SUBMITTED: August 24, 2022

MEETING DATE: September 19, 2022

FROM: Hilda Pedraza, City Clerk

DEPARTMENT: Administration

DIRECTOR: Anali Alanis

Agenda Item: Consideration and action, if any, on request from St. Anne Mother of Mary Catholic Church for street closures for their Annual Jamaica on Saturday, November 5, 2022. **This item supports QL - Quality of Life.**

Classification: Consent

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

Issue: St. Anne Mother of Mary Church is requesting the closure of 800 block of N. Gumwood and 400 block of N. Fir Street for their annual Jamaica on Saturday, November 5, 2022 from 4:00 p.m. to 10:00 p.m.

Fiscal Consideration: N/A

Staff Recommendation: Approval

Alternatives: N/A

Exclude Material from Public Packet? No

Reason: N/A

ROUTING:

Hilda Pedraza
Joel Robles
Rodrigo Davila
Patricia Rigney
City Management Office

Created/Initiated - 8/24/2022
Approved - 9/9/2022
Approved - 9/15/2022
Approved - 9/15/2022
Final Approval - 9/16/2022



CITY OF PHARR
PARADES, PROCESSIONS AND STREET CLOSURE FORM

P.O. Box 1729 * 118 S. Cage Blvd. * Pharr, Texas 78577
Fax 956-702-5313

Date of Event: November 5, 2022

Type of Event: ☐ Parade ☐ Walk-A-Thon ☐ Other Annual Jamaica Festival

NAME OF CONTACT PERSON: Fr. Paul Roman

ORGANIZATION (IF APPLICABLE): St. Anne Mother of Mary Church

ADDRESS: 801 E. Juarez CITY: Pharr ZIP CODE: 78577

PHONE NO.: 956 787-8122

CELLULAR PHONE: _____

FAX NO.: _____

E-MAIL: stanne.pharr@cdob.org

PURPOSE AND DESCRIPTION OF EVENT:

START TIME: 4:00 pm END TIME: 10:00 pm

ROUTE TO BE TRAVELED OR UTILIZED (Attach Site & Traffic Plan)

Starting Location: Gumwood & Fir

Ending Location: _____

Will event occupy all or only a portion of the width of the street? _____

Is the event insured? ☒ Yes ☐ No

If yes, Insurance Company Information Catholic Mutual Relief Contact # REC'D

Applicant Signature: [Signature] CC _____

AUG 24 2022

FOR CITY USE ONLY:

Date Received: Aug. 24, 2022

CITY OF PHARR
CITY CLERK'S OFFICE
PHARR, TEXAS

City Commission: _____

APPROVED _____

DENIED _____

City Manager's signature

Date

Diocese of Brownsville

Request of Certificate of Insurance

1. Parish (School) requesting insurance:

St. Anne, Mother of Mary Catholic Church

2. Phone and fax # of contact person:

Parish Office: 956-787-8122

Fax: 956-7878272

3. Name & Address of Association or Institution requesting insurance from the Parish (School):

City of Pharr

118 S. Cage

Pharr, TX 78577

4. Name and address of event location if **different** from #3:

St. Anne, Mother of Mary Church

801 E. Juarez

Pharr, TX 78577

5. Time of Event:

4:00 pm to 10:00 pm

6. Date of Event:

Saturday, November 6, 2021

7. Total number of people participating in the event (waivers needed on everyone attending the event):

a) # of adults-2,000

b) # of minors-500

8. Purpose of event:

Parish Annual Jamaica

9. Vehicle information: # of vehicles that will be used, who will be driving the vehicle (21 yrs or older),
background check on all persons driving that have not been cleared by Diocese

n/a

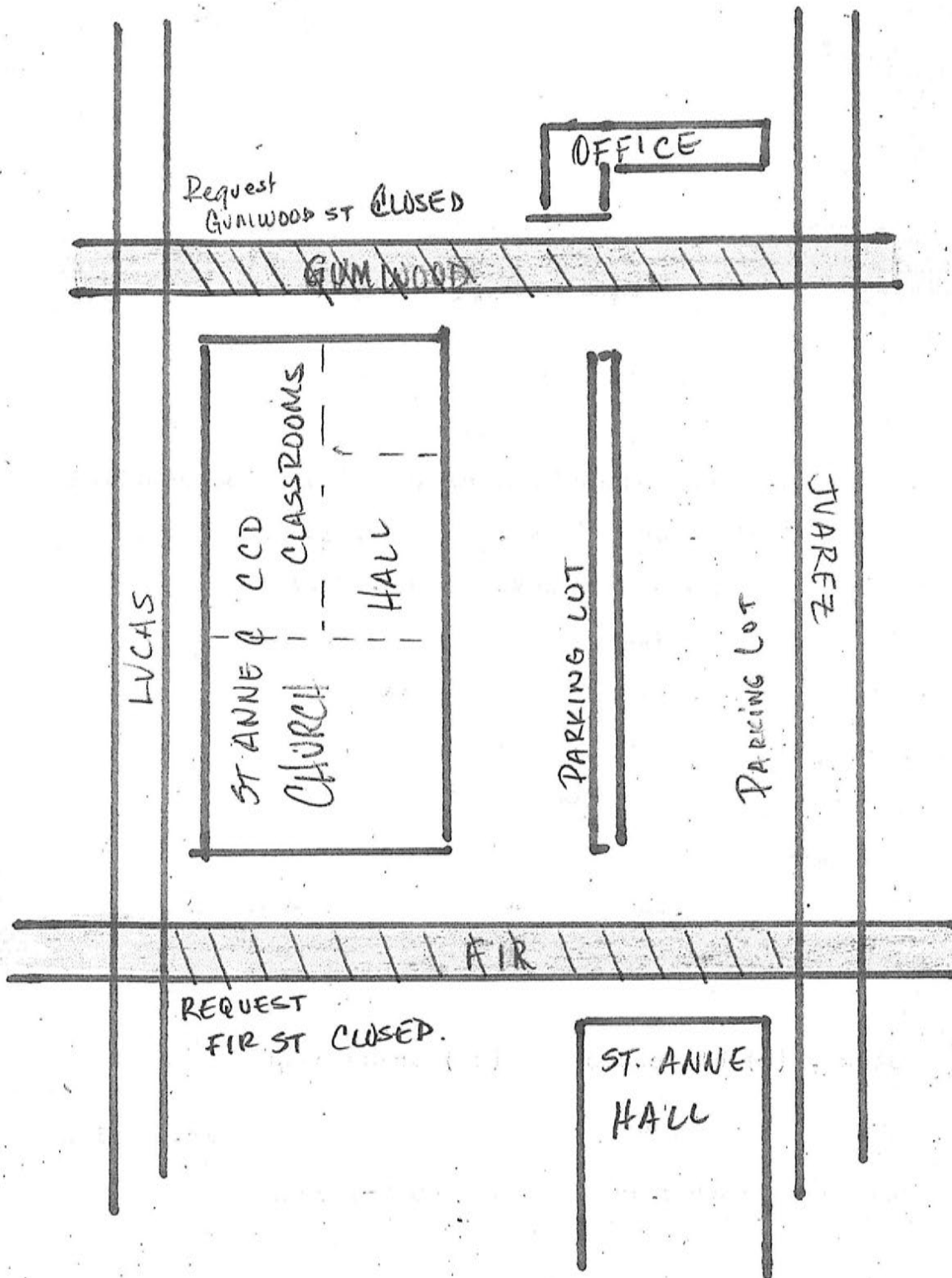
10. If children will be participating: total number of chaperones, total number of parents coming, etc.

(if same as #7 please write same as above)

Please fill out what is necessary depending on type of event and return to the Insurance Department via fax or email.

If you have any questions please call the Insurance Department at: (956)550-1554: Fax (956)550-1586

MAP FOR ROAD CLOSURES



Certificate of Coverage

Date: 7/27/2022

Certificate Holder

Diocese of Brownsville
1910 University Blvd.
PO Box 2279
Brownsville TX 78522-2279

This Certificate is issued as a matter of information only and confers no rights upon the holder of this certificate. This certificate does not amend, extend or alter the coverage afforded below.

Company Affording Coverage

THE CATHOLIC MUTUAL RELIEF
SOCIETY OF AMERICA
10843 OLD MILL RD
OMAHA, NE 68154

Covered Location

St. Anne, Mother of Mary Church
801 E. Juarez Ave.
Pharr, TX 78577-4143

Coverages

This is to certify that the coverages listed below have been issued to the certificate holder named above for the certificate indicated, notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the coverage afforded described herein is subject to all the terms, exclusions and conditions of such coverage. Limits shown may have been reduced by paid claims.

Type of Coverage	Certificate Number	Coverage Effective Date	Coverage Expiration Date	Limits	
Property				Real & Personal Property	
D. General Liability	9007	7/1/2022	7/1/2023	Each Occurrence	1,000,000
☒ Occurrence				General Aggregate	
☐ Claims Made				Products-Comp/OP Agg	
				Personal & Adv Injury	
				Fire Damage (Any one fire)	
				Med Exp (Any one person)	
Excess Liability				Each Occurrence	
				Annual Aggregate	
Other				Each Occurrence	
				Claims Made	
				Annual Aggregate	
				Limit/Coverage	

Description of Operations/Locations/Vehicles/Special Items (the following language supersedes any other language in this endorsement or the Certificate in conflict with this language)
Coverage is verified for claims arising out of the annual fundraiser to be held at St. Anne, Mother of Mary Church on November 6, 2022. The National Catholic Risk Retention Group also participates in this coverage through policy [REDACTED]

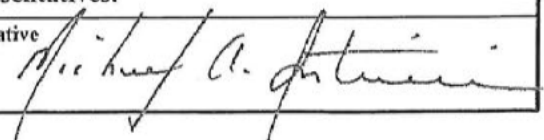
Holder of Certificate

City of Pharr
118 S. Cage Blvd.
Pharr, TX 78577

Cancellation

Should any of the above described coverages be cancelled before the expiration date thereof, the issuing company will endeavor to mail 30 days written notice to the holder of certificate named to the left, but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives.

Authorized Representative



0261002740



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 6.K.

DATE SUBMITTED:

MEETING DATE: September 19, 2022

FROM: Hilda Pedraza, City Clerk

DEPARTMENT: Administration

DIRECTOR:

Agenda Item: Consideration and action, if any, on Development Services Cases:

Classification: Public Hearing

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

Issue:

Fiscal Consideration:

Staff Recommendation:

Alternatives:

Exclude Material from Public Packet? No

Reason:

ROUTING:

Hilda Pedraza

Karla Saavedra

Patricia Rigney

City Management Office

Created -



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 6.K.1.

DATE SUBMITTED: September 14, 2022

MEETING DATE: September 19, 2022

FROM: Kimberly Mendoza, Development Services Director

DEPARTMENT: Development Services

DIRECTOR: Kimberly Mendoza

Agenda Item: Balli Investments and Holdings LLC, d/b/a Calacas Tacos and Beer, has filed with the Planning and Zoning Commission a request for a Conditional Use Permit and Late Hours Permit to allow the sale of alcoholic beverages for on-premise consumption in a General Business District (C). The property is legally described as being 0.062 acres, more or less, out of Lot 1, Junction View Subdivision, Pharr, Hidalgo County, Texas. The property is physically located at 2101 North Cage Boulevard, Suites 110 and 111. CUP#220845. **This item supports EV - Economic Vitality.**

Classification: Regular

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

Issue: Balli Investments and Holdings LLC, d/b/a Calacas Tacos and Beer, has filed with the Planning and Zoning Commission a request for a Conditional Use Permit and Late Hours Permit to allow the sale of alcoholic beverages for on-premise consumption in a General Business District (C).

Fiscal Consideration: n/a

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

At the Planning and Zoning Commission meeting of September 12, 2022, the Board voted unanimously to recommend approval of the Conditional Use and Late Hours Permits as requested subject to staff's recommendation.

Alternatives: n/a

Exclude Material from Public Packet? No

Reason: n/a

ROUTING:

Kimberly Mendoza
Patricia Rigney

Created/Initiated - 9/14/2022
Approved - 9/14/2022

Kimberly Mendoza
City Management Office

Approved - 9/14/2022
Final Approval - 9/16/2022



MEMORANDUM

DATE: MONDAY, SEPTEMBER 19, 2022

TO: MAYOR AND CITY COMMISSION

THROUGH: ANALI ANALIS, INTERIM CITY MANAGER

FROM: KIMBERLY MENDOZA, DIRECTOR OF DEVELOPMENT SERVICES

SUBJECT: CONDITIONAL USE PERMIT AND LATE HOURS PERMIT FOR ABC – FILE NO. CUP#220845 (CALACAS TACOS AND BEER)

GENERAL INFORMATION:

APPLICANT: Balli Investments and Holdings LLC., D/B/A Calacas Tacos and Beer, has filed with the Planning and Zoning Commission a request for a Conditional Use Permit and Late Hours Permit to allow the sale of alcoholic beverages for on-premise consumption in a General Business District (C).

LEGAL DESCRIPTION: The property is legally described as being 0.062 acres, more or less, out of Lot 1, Junction View Subdivision, Pharr, Hidalgo County, Texas.

LOCATION: The property's physical address is 2101 North Cage Boulevard, Suite 110 and 111.

ZONING: The property is currently zoned General Business District (C). The surrounding area is zoned General Business District (C) to the north, south, east, and west. This area is generally designated for commercial use in the Land Use Plan.

COMMENTS:	POLICE CHIEF:	Pending inspection of the Conditional Use Permit.
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	FIRE DEPARTMENT:	Pending inspection of the Conditional Use Permit
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	CODE COMPLIANCE DIVISION:	Pending inspection of the Conditional Use Permit.
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HEALTH DIVISION:

Pending inspection of the Conditional Use Permit.

PLANNING DIVISION:

Recommends approval of the Conditional Use Permit.

HOURS OF OPERATION:

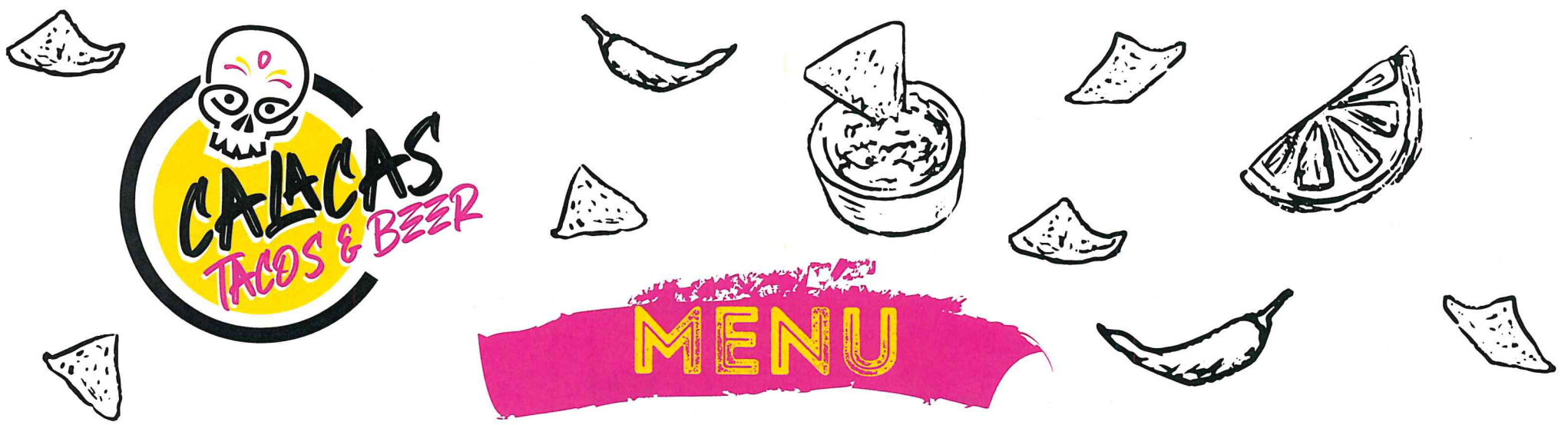
Hours of operation will be from Monday through Thursday from 11:00 A.M. to 11:00 P.M. Friday and Saturday from 11:00 A.M. to 12:00 A.M. and Sunday 11:00 A.M. to 11:00 P.M.

NOTIFICATION OF PUBLIC:

Eleven (11) letters were mailed out to the surrounding property owners within a three hundred (300) foot radius on August 26, 2022, and a legal notice was published in the Advance News Journal on August 24, 2022. Staff received no response to the letters or the legal notice.

DEVELOPMENT SERVICES RECOMMENDATIONS:

Development Services recommends **approval** of the request for renewal of the Conditional Use Permit to allow the sale of alcoholic beverages for on-premise consumption in a Business District (C-2) subject to applicant and site being in compliance with all City Ordinances and City Department requirements.



MENU

*STARTERS

Ceviche Bandera \$9.99

A combination of a fresh white fish, cured to perfection in citrus juice topped with minced onions, minced cilantro, minced serrano, diced tomatoes, avocado with a dash of olive oil and served with totopos!

Panchos \$13.99

Crispy corn tortilla chips, topped with refried beans, creamy nacho cheese, juicy beef fajitas, and fresh guacamole and pico de gallo (diced tomato, cilantro, and onion). Served with a side of jalapeños and sour cream.

Choriqueso \$7.99

A skillet of melted Oaxaca cheese, studded with tangy chorizo sauce. Served with hot corn tortillas.

Guacamole Bandera \$8.99

Our unique mix of fresh avocados with a side of diced onion, jalapeño, tomato, and crispy tortilla chips.

Aguachile de Rib Eye \$19.99

Thin slices of just-charred ribeye steak, soaked in a tart dressing, topped with feathered avocado and pickled red onion.

Chicharrón de Ribeye \$19.99

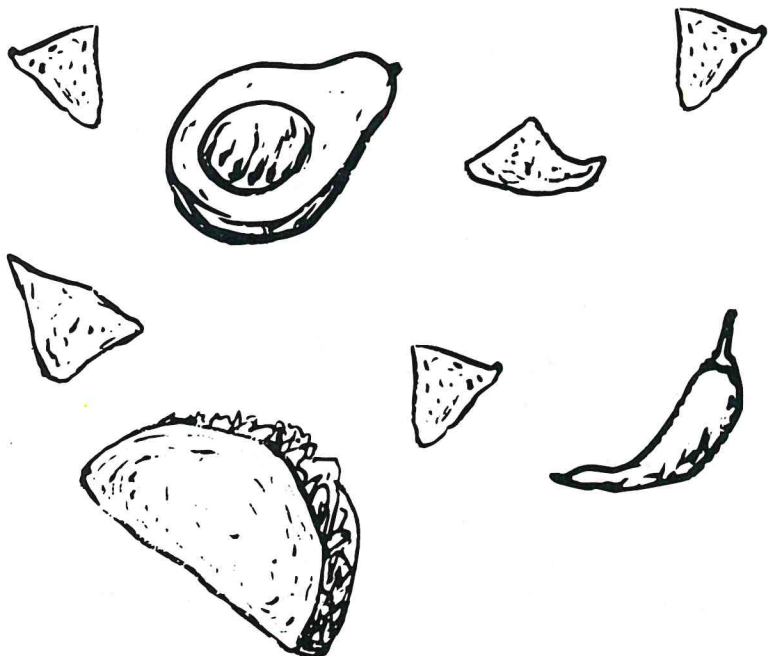
12oz USDA Ribeye, "Fried carnitas style", served on top of fresh guacamole, with a side of red pickled onions, fried panela cheese, and charred tortillas!

Charro Beans \$1.99

An authentic Mexican dish commonly served along side tacos!

Charro Especiales \$2.99

Charro beans topped with bistec, cilantro, avocado and fresh cheese.



ANTOJITOS

Tostada de Deshebrada \$1.99

Crispy corn tortillas, topped with refried beans, deshebrada, lettuce tomato, avocado, fresh cheese and sour cream.

Tostada de Tinga \$1.99

Crispy corn tortillas topped with a chicken tinga, cabbage mix, red pickled onions, a dash of cilantro and sour cream.

Volcán de Cochinita Pibil \$1.99

Cheesy cochinita pibil, on a crispy tostada with melted cheese, topped with cabbage mix, red pickled onion and fresh cilantro.

*STREET TACOS

"An intangible cultural heritage, street tacos are a flavor explosion for your senses! A casual but classy Mexican meal that will make worth the effort to raise your hand and ask for more!

Bistec \$1.29

"Matamoros style" sirloin steak, topped with fresh onion, cilantro, avocado and cheese.

Al Pastor \$1.29

Marinated pork on a corn tortilla, with a slice of pineapple, minced cilantro, and minced onions.

Fajita \$1.79

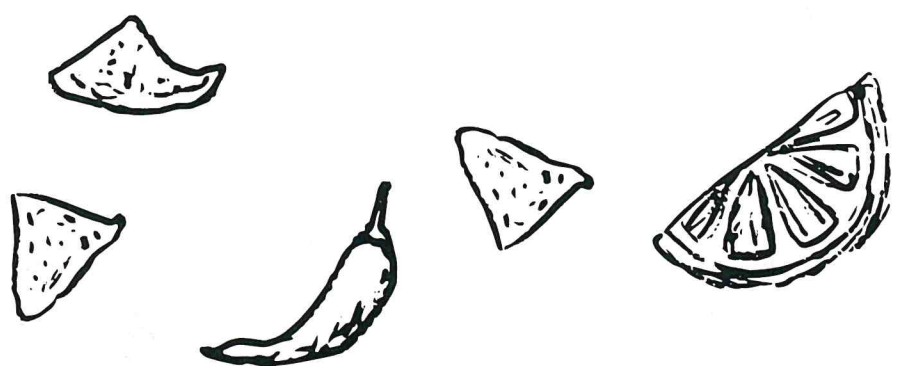
"Matamoros style" thin slices of grilled fajita, topped with fresh onion, cilantro, avocado, and cheese.

Cochinita Pibil \$1.29

Shredded slow roasted pork in a mild house sauce, topped with minced onion, cilantro and pickled onion.

Tripita \$1.79

"Matamoros style" crispy beef tripita, topped with minced onion, cilantro, avocado and fresh cheese.



www.calacastacos&beer.com

**Prices are subject to change*

* SIGNATURE TACOS

In a world full of many options, at “Calacas tacos and beer” we stick to stay unique with depth of flavor and contrast in texture, we are sure that there’s a lot to love about our signature tacos

Baja Tacos (4) \$9.99

From Baja California, we bring this humble delicacy that consists of a lightly breaded white fish that is deep-fried, served on a flame charred corn tortilla drizzled with our in-house chipotle dressing, topped with cabbage, avocado, a dash of minced cilantro, and our unique pickled red onion.

Quesabirria (4) \$9.99

“Birria style” marinated beef with melted asadero cheese, minced onion and cilantro, served with a side of pickled onion and our in-house dipping consume.

Ribeye (4 per Order) \$19.99

10oz usda ribeye, marinated in our in-house “Costra de ajo” specialty sauce, grilled to perfection. Served on our fresh made corn tortillas, with fresh onion, cilantro, slice of fresh cheese, sautéed onions, a side of guacamole and a cup of charro beans. It’s so good that will make you lick your fingers to the bone

Taco Keto \$6.99

Oaxaca cheese shell, filled with fajita or pastor and minced onion, cilantro and guacamole. Served with a side of red pickled onions.

Huarache Norteño \$7.99

Large corn tortilla with asadero cheese, fajita, guacamole, cilantro and red pickled onion

Chulitos \$13.99

6 chuleton tacos with diced onion and cilantro. Served with a side of sautéed onions, guacamole, slice of grilled cheese, and our in house beer salsa tatemada!

BEVERAGES

Soft Drinks & Mexican Cokes

Limonada Preparada 32oz

Flavors: Cucumber, Pineapple, Strawberry, Mango and Tamarindo

Domestic Beer

Ultra, Ultra Gold, Bud Light, Miller Light, Budweiser.

Imported Beer

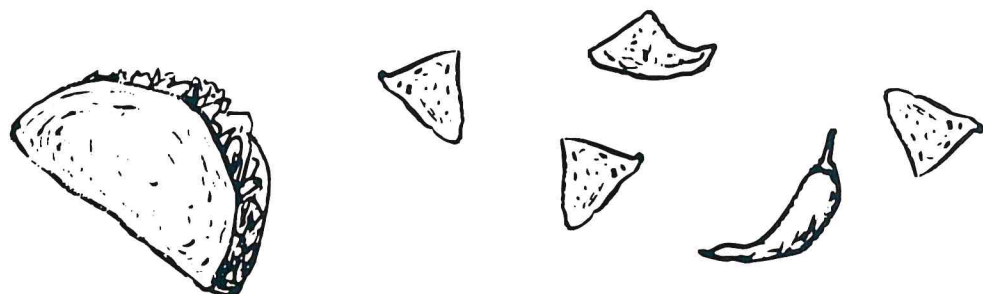
Corona, Dos X, Corona Premier, Estrella Jalisco, Indio, Victoria, Sol, Tecate Light, Tecate Red, El Jalisco, Pacifico, Canijilla Flavors: mango picosito, limon con pepino

Michelada Flavors

Original, Mango, Sour Pickle, Tamarindo, Levanta Muertos - Habanero!

Cevichelada

Ceviche + Beer + Michelada flavor



QUESADILLAS

If you never had a homemade flour tortilla, at “Calacas tacos and beer” we use a special recipe, these soft and tender beauties are worlds apart from you have tasted before! You are in for a real treat!

Gringa \$7.99

A signature Mexican dish, of thin slices of pork, marinated in spices and chiles, topped with fresh onions cilantro, pineapple, and melted cheese, served in a flour tortilla with a side of red pickled onions.

Pirata \$8.99

A flour tortilla filled with thin slices of grilled fajita, melted cheese and avocado. Served with a side of lettuce and tomato.

Chicken Chipotle \$7.27

Grilled chicken, melted cheese, and our in-house chipotle dressing, served between two flour tortillas and a side of red pickled onions.

Birria Quesadilla \$9.99

Flour tortilla filled with our signature beef birria and melted cheese with cilantro and onion. Served with side of pickled onion and our in house birria dipping sauce!

KIDS MENU

Includes kids juice and a snack.

CHICKEN QUESADILLA \$5.99

Flour tortilla filled with cheese and grilled chicken.

CHEESE QUESADILLA \$5.99

Flour tortilla filled with cheese mix.

BISTEC TACOS (3 PER ORDER) \$5.99

Sirloin steak tacos, topped with fresh cheese

DESSERTS

Cheesecake \$6.99

Cheesecake de Guayaba (Seasonal) \$6.99

Cheesecake de Mango (Seasonal) \$6.99



www.calacastacos&beer.com

*Prices are subject to change

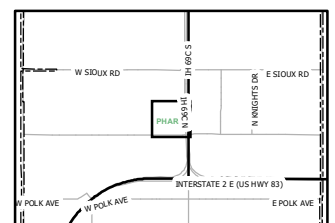


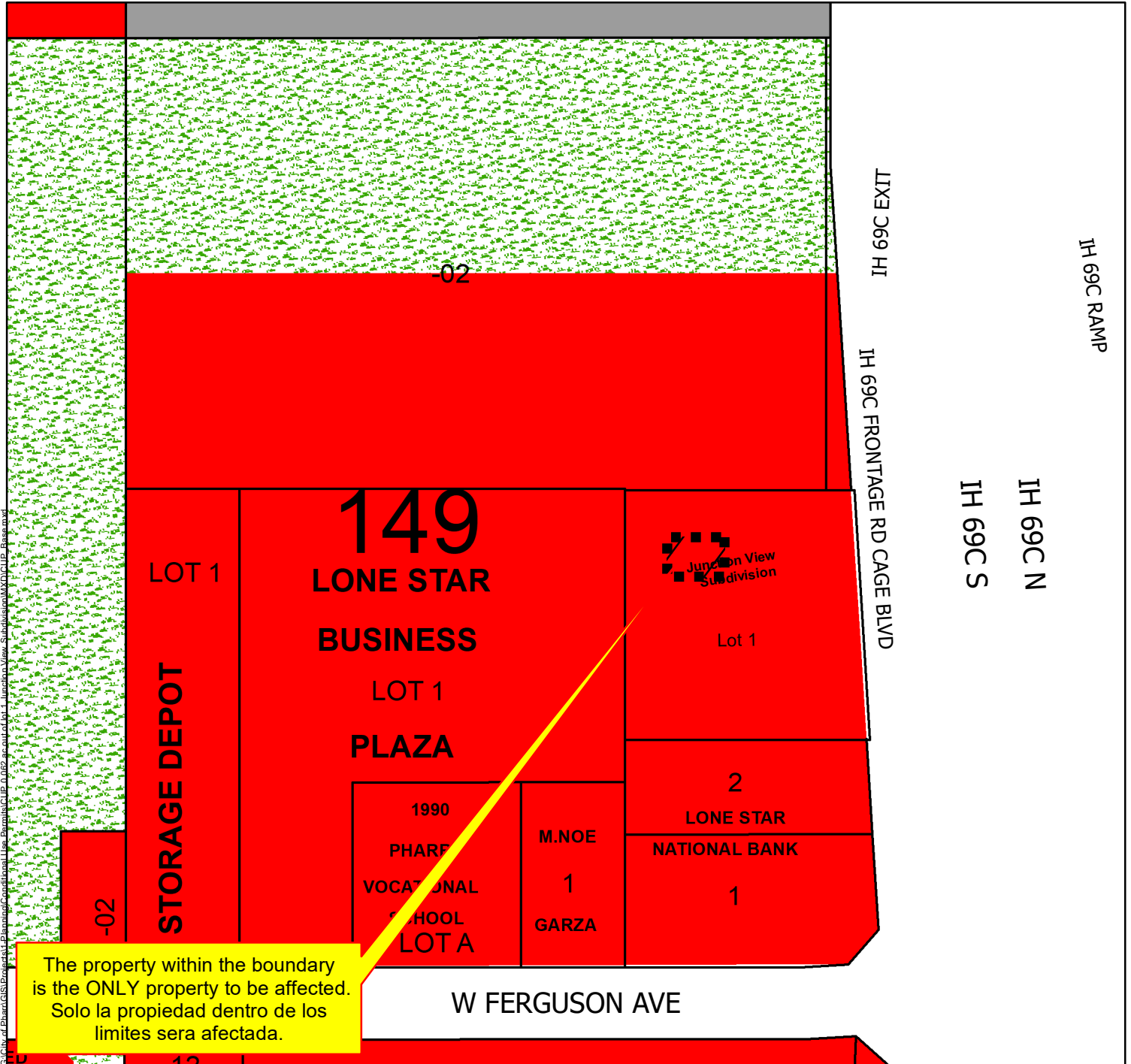
- Agricultural Open Space
- Single Family
- Single Family Small Lot
- Residential Multi-Family
- Residential Multi-Family High Density
- Mobile Home
- Townhouse
- HUD Code

- Rail Road R.O.W
- Government Owned
- General Business
- Business District
- Drainage Easement
- Heavy Commercial
- Heavy Industrial
- Limited Industrial

- Neighborhood Commercial
- Office Professional
- PSJA ISD
- Hidalgo ISD
- Valley View ISD
- Planned Unit Development

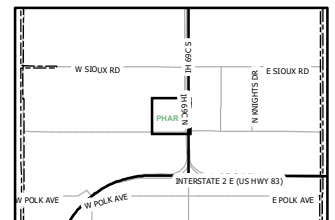
All information displayed on this map is subject to verification by field survey or by the agency responsible for maintaining the information. This map is intended for general information only.





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

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





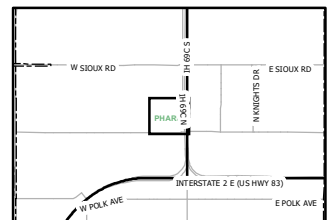
- Agricultural Open Space
- Single Family
- Single Family Small Lot
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- Townhouse
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- Rail Road R.O.W
- Government Owned
- General Business
- Business District
- Drainage Easement
- Heavy Commercial
- Heavy Industrial
- Limited Industrial

- Neighborhood Commercial
- Office Professional
- PSJA ISD
- Hidalgo ISD
- Valley View ISD
- Planned Unit Development

- Subject Property
- Notified Properties
- 300 ft. Notification Buffer

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





AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 6.L.

DATE SUBMITTED:

MEETING DATE: September 19, 2022

FROM: Hilda Pedraza, City Clerk

DEPARTMENT: Administration

DIRECTOR:

Agenda Item: PLATS:

Classification: Consent

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

Issue:

Fiscal Consideration:

Staff Recommendation:

Alternatives:

Exclude Material from Public Packet? No

Reason:

ROUTING:

Hilda Pedraza

Karla Saavedra

Patricia Rigney

City Management Office

Created -



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 6.L.1.

DATE SUBMITTED: September 14, 2022

MEETING DATE: September 19, 2022

FROM: Kimberly Mendoza, Development Services Director

DEPARTMENT: Development Services

DIRECTOR: Kimberly Mendoza

Agenda Item: Salinas Engineering & Associates, representing Oliver E. Gutierrez and Enrique Gutierrez Cantu, owners, are requesting final plat approval of the proposed Oliver Subdivision. The property is legally described as being a 1.08 acre tract of land out of Lot 7, Block 5, A.J. McColl Subdivision, Pharr, Hidalgo County, Texas. The property is located within the 3000 Block of North Jackson Road. SUB#210829. **This item supports EV - Economic Vitality.**

Classification: Regular

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

Issue: Salinas Engineering & Associates, representing Oliver E. Gutierrez and Enrique Gutierrez Cantu, owners, are requesting final plat approval of the proposed Oliver Subdivision.

Fiscal Consideration: n/a

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

At the Planning and Zoning Commission meeting of September 12, 2022, the Board voted unanimously to approve the final plat of the proposed Oliver Subdivision.

Alternatives: n/a

Exclude Material from Public Packet? No

Reason: n/a

ROUTING:

Kimberly Mendoza
Patricia Rigney
Kimberly Mendoza
City Management Office

Created/Initiated - 9/14/2022
Approved - 9/14/2022
Approved - 9/14/2022
Final Approval - 9/16/2022



MEMORANDUM

DATE: MONDAY, SEPTEMBER 19, 2022

TO: MAYOR AND CITY COMMISSION

FROM: KIMBERLY MENDOZA, DIRECTOR DEVELOPMENT SERVICES

THROUGH: ANALI ALANIS, INTERIM CITY MANAGER

SUBJECT: OLIVER SUBDIVISION FILE NO. SUB#210829
--

GENERAL INFORMATION:

APPLICANT: Salinas Engineering, representing Oliver E. Gutierrez and Enrique Gutierrez Cantu, owners, are requesting final plat approval of the proposed Oliver Subdivision.

LEGAL DESCRIPTION: The property is legally described as being a 1.08 acre tract of land out of Lot 7, Block 5, A.J. McCoLL Subdivision, Pharr, Hidalgo County, Texas.

LOCATION: The property is located within the 3000 Block of North Jackson Road.

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

PROPERTY PROPOSED USE: Car lot.

VARIANCES: None requested.

RECOMMENDATIONS: Development Services recommends final plat approval of the proposed Oliver Subdivision subject to the following conditions set before you.

**STREETS, PAVING
AND R.O.W.:** 1. In compliance.

EASEMENTS: 1. In compliance.

**SIDEWALK:
ADA:** 1. In compliance.

FIRE PROTECTION: 1. In compliance.

WATER: 1. In compliance.

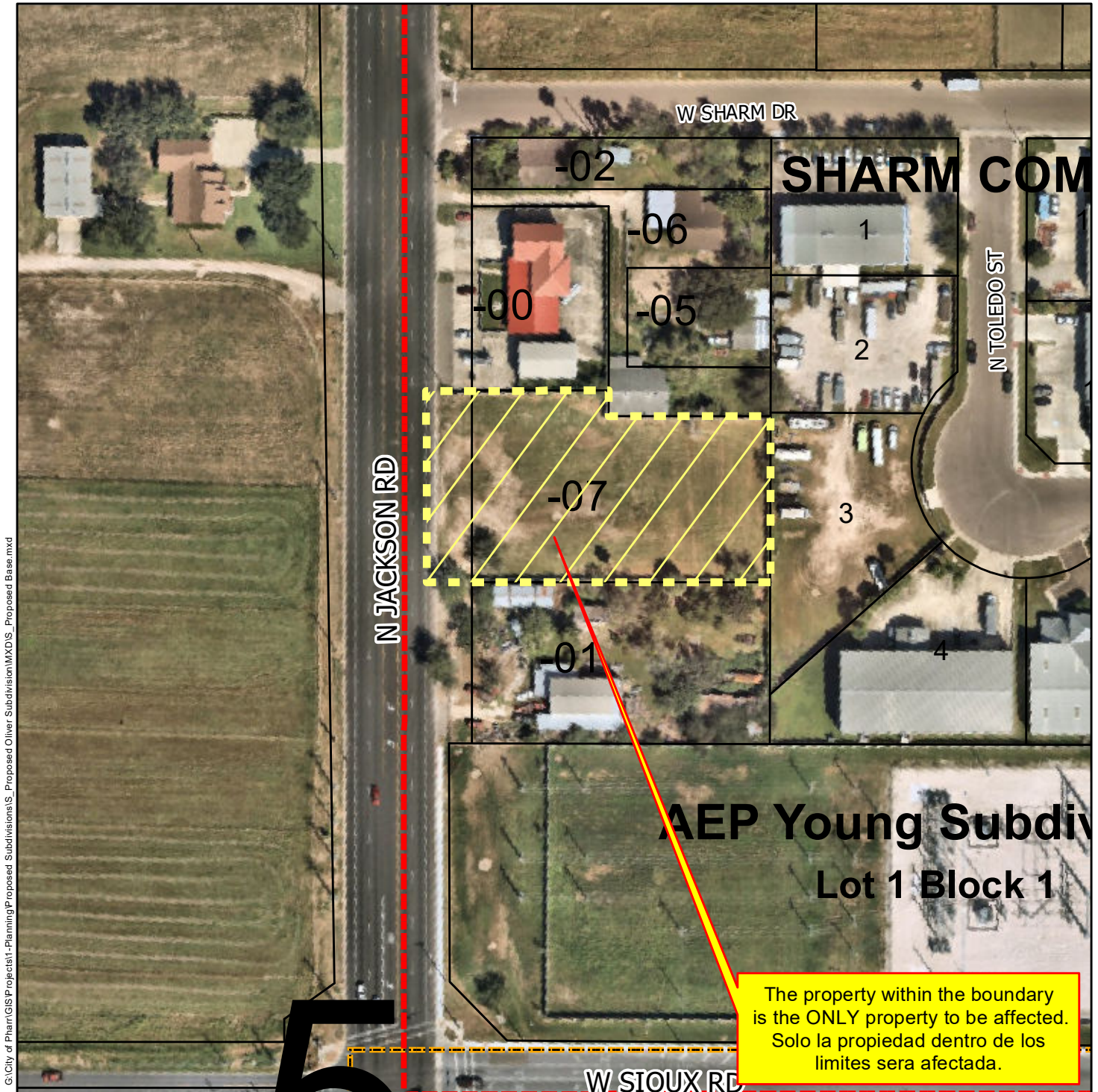
SEWER: 1. In compliance.

DRAINAGE: 1. In compliance.

OTHER: 1. In compliance.

**PLANNING AND
ZONING
COMMISSION:** The Planning and Zoning Commission voted unanimously to approve the final plat of the proposed Oliver Subdivision.

SEA
SALINAS ENGINEERING & ASSOC.
(F-6675)-ENGINEER
(10065700)-SURVEY
CONSULTING ENGINEERS & SURVEYORS
2221 DAFFODIL - McALLEN, TEXAS 78501
(956) 682-9081 (956) 686-1489 (FAX)



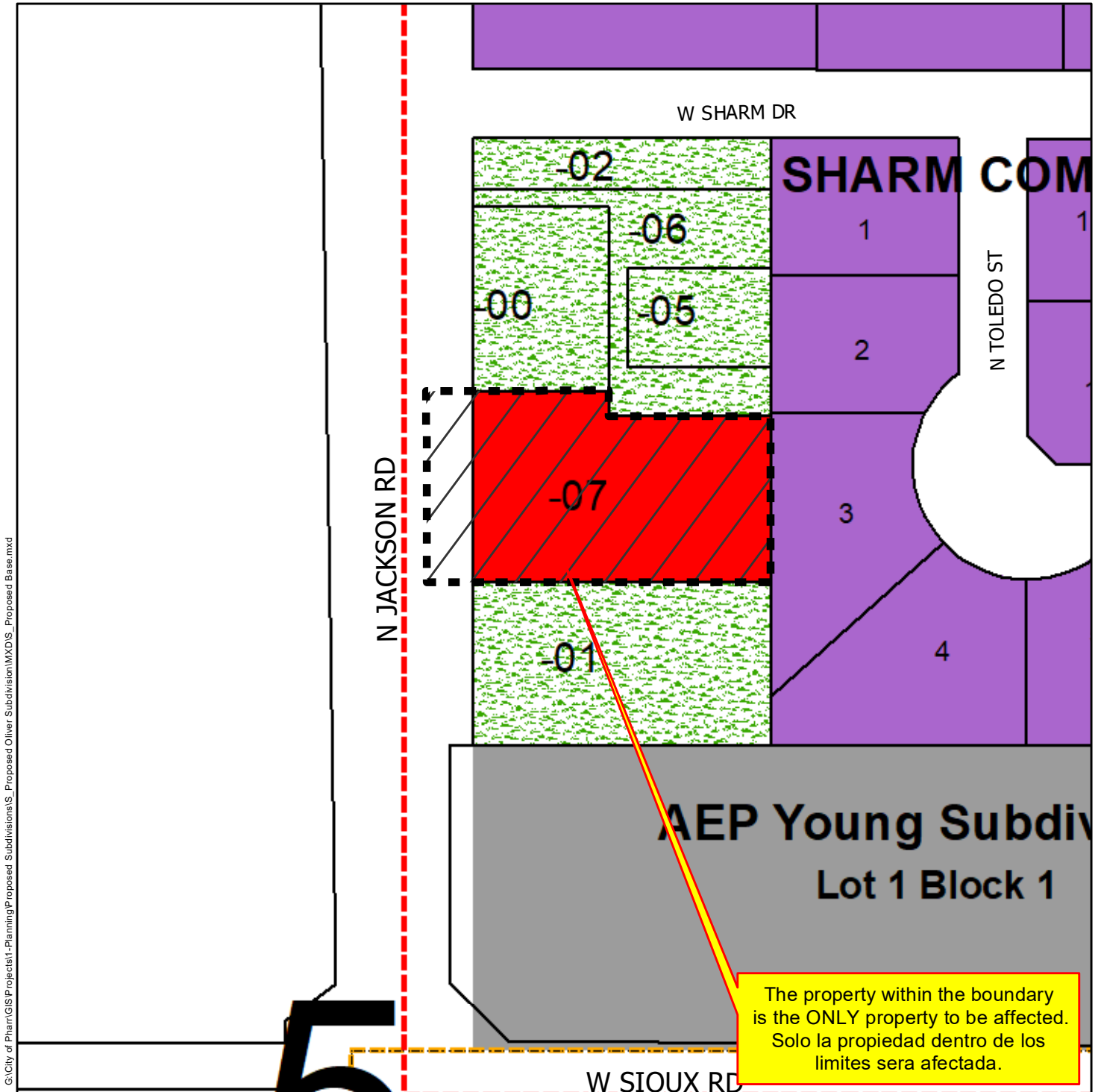
G:\City of Pharr\GIS\Projects\1-Planning\Proposed Subdivisions\1-Proposed Oliver Subdivision\MXDS_Proposed Base.mxd

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

Scale: 1 inch = 125 feet

0 62.5 125 250 375 500 Feet





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

Scale: 1 inch = 125 feet

0 62.5 125 250 375 500 Feet





AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 6.L.2.

DATE SUBMITTED: September 14, 2022

MEETING DATE: September 19, 2022

FROM: Kimberly Mendoza, Development Services Director

DEPARTMENT: Development Services

DIRECTOR: Kimberly Mendoza

Agenda Item: Melden & Hunt, Inc., representing Jeffrey Erickson, Manager, for Erickson Construction, LLC., A Texas limited liability company, is requesting final plat approval of the proposed Minnesota Estates Subdivision. The property is legally described as being a 15.455 acre tract out of Lot 91, Kelly-Pharr Subdivision, Pharr, Hidalgo County, Texas. The property is located within the 600 Block of West Minnesota Road. SUB#210935. **This item supports EV - Economic Vitality.**

Classification: Regular

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

Issue: Melden & Hunt, Inc., representing Jeffrey Erickson, Manager, for Erickson Construction, LLC., A Texas limited liability company, is requesting final plat approval of the proposed Minnesota Estates Subdivision.

Fiscal Consideration: n/a

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

At the Planning and Zoning Commission meeting of September 12, 2022, the Board voted unanimously to approve the final plat of the proposed Minnesota Estates Subdivision.

Alternatives: n/a

Exclude Material from Public Packet? No

Reason: n/a

ROUTING:

Kimberly Mendoza
Patricia Rigney
Kimberly Mendoza
City Management Office

Created/Initiated - 9/14/2022
Approved - 9/14/2022
Approved - 9/14/2022
Final Approval - 9/16/2022



MEMORANDUM

DATE: MONDAY, SEPTEMBER 19, 2022

TO: MAYOR AND CITY COMMISSION

FROM: KIMBERLY MENDOZA, DIRECTOR DEVELOPMENT SERVICES

THROUGH: ANALI ALANIS, INTERIM CITY MANAGER

SUBJECT: MINNESOTA ESTATES SUBDIVISION FILE NO. SUB#210935

GENERAL INFORMATION:

APPLICANT: Melden & Hunt, Inc., representing Jeffrey Erickson, Manager, for Erickson Construction, LLC., A Texas limited liability company, is requesting final plat approval of the proposed Minnesota Estates Subdivision.

LEGAL DESCRIPTION: The property is legally described as being a 15.455 acre tract out of Lot 91, Kelly-Pharr Subdivision, Pharr, Hidalgo County, Texas.

LOCATION: The property is located within the 600 Block of West Minnesota Rd.

ZONING: The property is currently zoned Residential Multi-family District (R-MF). The adjacent zones are Residential Town House District (R-TH) and Single Family Residential District (R-1) to the north, Residential Multi-Family District (R-MF) to the east, Single Family Residential District (R-1) to the west and Agricultural and/or Open Space (A-O) to the south. The property is designated for commercial use in the Land Use Plan.

PROPERTY PROPOSED USE: Multi-family.

VARIANCES: None requested.

RECOMMENDATIONS: Development Services recommends final plat approval of the proposed Minnesota Estates Subdivision subject to the following conditions set before you.

STREETS, PAVING AND R.O.W.: 1. Remove the street name of N. Winona and add N. Dahlia St.

EASEMENTS: 1. Public water or sewer lines dedicated to City of Pharr easements shall read "15 ft. Exclusive easement to City of Pharr".
2. Verify with electrical company if multiple easements will be allowed within the same easement.

**SIDEWALK:
ADA:** 1. Sidewalk along W. Minnesota Rd. shall be installed prior to recording the subdivision.

FIRE PROTECTION: 1. In compliance.

WATER: 1. In compliance.

SEWER: 1. In compliance.

DRAINAGE: 1. In compliance.

OTHER: 1. On plat notes #1 setbacks, just show As per City of Pharr or proposed, show only one.
2. Label all monuments on plat layout.
3. Shall comply & address all pending comments from final walk thru inspection, including fire hydrants spacing from back of curb.

PLANNING AND ZONING COMMISSION: The Planning and Zoning Commission voted unanimously to approve the final plat of the proposed Minnesota Estates Subdivision.

Map of
**MINNESOTA ESTATES
SUBDIVISION**

BEING A RESUBDIVISION OF 15.455 ACRES [673,200 Sq. Ft.]
BEING OUT OF LOT 91, KELLY-PHARR SUBDIVISION
VOLUME 3, PAGES 133-134, H.C.D.R.
CITY OF PHARR,
HIDALGO COUNTY, TEXAS

METES AND BOUNDS DESCRIPTION

A tract of land containing 15.455 acres situated in the County of Hidalgo, Texas, being a part or portion out of Lot 91, Kelly-Pharr Subdivision, according to the plat thereof recorded in Volume 3, Pages 133-134, Hidalgo County Deed Records, said 15.455 acres under Document Number 3253187 were conveyed to The William & Bettel Arnold Family Limited Partnership, by virtue of a Gift Warranty Deed recorded under Document Number 2639815, Hidalgo County Official Records, said 15.455 acres are also more particularly described as follows:

COMMENCING at the Northwest corner of said Lot 91;

THENCE, S 81° 31' 42" E along the North line of said Lot 91 and within the existing right-of-way of W. Minnesota, a distance of 150.00 feet to a Nail set for the Northeast corner and POINT OF BEGINNING of this herein described tract;

1. THENCE, S 81° 31' 42" E along the North Line of said Lot 91 and within the existing right-of-way of W. Minnesota, a distance of 150.00 feet to a Nail set for the Northeast corner of this tract;

2. THENCE, S 08° 28' 18" W at a distance of 20.00 feet pass a No. 4 rebar set on the existing South right-of-way line of W. Minnesota Road, at a distance of 39.88 feet pass a No. 4 rebar found in line, continuing a total distance of 1,320.00 feet to a No. 4 rebar found for the Southeast corner of this tract;

3. THENCE, N 81° 31' 42" W along the South line of said Lot 91, a distance of 510.00 feet to a No. 4 rebar set for the Southwest corner of this tract;

4. THENCE, N 08° 28' 18" E at a distance of 1,300.00 feet pass a No. 4 rebar set on the existing South right-of-way line of W. Minnesota Road, continuing a total distance of 1,320.00 feet to the POINT OF BEGINNING and containing 15.455 acres, of which 0.234 of one acre lies within the existing right-of-way of W. Minnesota Road, and 0.176 of one acre lies within a Drainage right-of-way claimed by the Hidalgo County Irrigation District No. 2 recorded in Volume 26, Page 234, Hidalgo County Deed Records, leaving a net of 15.045 acres of land, more or less.

Line Table		
Line #	Direction	Length
L1	S 53° 28' 18" W	35.36'
L2	N 15° 18' 52" E	34.93'
L3	N 15° 18' 52" E	7.03'
L4	S 36° 31' 42" E	21.21'
L5	S 53° 28' 18" W	21.21'
L6	N 36° 31' 42" W	21.21'
L7	S 53° 28' 18" W	21.21'
L8	N 36° 31' 42" W	21.21'
L9	S 53° 28' 18" W	21.21'
L10	N 01° 37' 44" E	7.03'
L11	N 01° 37' 44" E	34.93'
L12	S 36° 31' 42" E	35.36'
L13	S 53° 28' 18" W	35.36'
L14	N 15° 18' 52" E	40.98'
L15	N 15° 18' 52" E	0.99'

Lot Area Table		
Lot #	SQ. FT.	Area
1	11765.67	0.270
2	10837.07	0.249
3	11947.00	0.274
4	12218.00	0.280
5	10298.00	0.236
6	10298.00	0.236
7	10298.00	0.236
8	10298.00	0.236
9	10298.00	0.236
10	10975.50	0.252
11	10298.00	0.236
12	10298.00	0.236
13	10298.00	0.236
14	10298.00	0.236
15	10863.00	0.249
16	10863.00	0.249
17	10298.00	0.236
18	10298.00	0.236
19	10298.00	0.236
20	10298.00	0.236

Lot Area Table		
Lot #	SQ. FT.	Area
21	10975.50	0.252
22	10298.00	0.236
23	10298.00	0.236
24	10298.00	0.236
25	10298.00	0.236
26	10298.00	0.236
27	12218.00	0.280
28	11947.00	0.274
29	10837.07	0.249
30	11765.67	0.270
31	12918.81	0.297
32	11119.94	0.255
33	15985.00	0.367
34	15290.00	0.351
35	10981.00	0.252
36	10981.00	0.252
37	10981.00	0.252
38	10981.00	0.252
39	10981.00	0.252
40	10981.00	0.252

Lot Area Table		
Lot #	SQ. FT.	Area
41	10981.00	0.252
42	10981.00	0.252
43	10981.00	0.252
44	10981.00	0.252
45	12093.00	0.278

I, THE UNDERSIGNED, CHAIRMAN OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF PHARR, HEREBY CERTIFY THAT THIS SUBDIVISION PLAT CONFORMS TO ALL REQUIREMENTS OF THE SUBDIVISION REGULATIONS OF THIS CITY WHEREIN MY APPROVAL IS REQUIRED.

APPROVED THIS THE _____ DAY OF _____, 20 ____.

DANNY WYLIE CHAIRMAN, PLANNING AND ZONING COMMISSION

I, THE UNDERSIGNED, MAYOR OF THE CITY OF PHARR, HEREBY CERTIFY THAT THIS SUBDIVISION PLAT CONFORMS TO ALL REQUIREMENTS OF THE SUBDIVISION REGULATIONS OF THIS CITY WHEREIN MY APPROVAL IS REQUIRED.

AMBROSIO HERNANDEZ
MAYOR, CITY OF PHARR

DATE

ATTEST:

CITY CLERK

DATE

THIS PLAT IS HEREBY APPROVED BY THE HIDALGO COUNTY IRRIGATION DISTRICT # 2
ON THIS THE _____ DAY OF _____, 20 ____.

NO IMPROVEMENTS OF ANY KIND (INCLUDING WITHOUT LIMITATION TREES, FENCES AND BUILDINGS) SHALL BE PLACED UPON HIDALGO COUNTY IRRIGATION DISTRICT #2 RIGHTS OF WAY OR EASEMENTS.

PRESIDENT _____ ATTEST: _____ SECRETARY

NOTES:

- SETBACKS: AS PER CITY OF PHARR
FRONT: 20' OR GREATER FOR EASEMENT
SIDE: 5' OR GREATER FOR EASEMENT
SIDE CORNER: 10' OR GREATER FOR EASEMENT
REAR: 10' OR GREATER FOR EASEMENT
- MINIMUM PERMISSIBLE FINISH FLOOR ELEVATION FOR ALL BUILDING IMPROVEMENTS IS: 18" ABOVE TOP OF CURVE MEASURED AT FRONT CENTER OF LOT.
- THIS SUBDIVISION IS IN ZONE "B" AREAS BETWEEN LIMITS OF THE 100-YEAR FLOOD AND 500-YEAR FLOOD, OR CERTAIN AREAS SUBJECT TO 100-YEAR FLOODING WITH ACREAGE DEPTHS LESS THAN ONE FOOT OR WHERE THE CONTRIBUTING DRAINAGE AREA IS LESS THAN 1 SQUARE MILE OR AREAS PROTECTED BY LEVEES FROM THE BASE FLOOD INSURANCE RATE MAP COMM. PANEL NO. 480334-0425 C, MAP REVISED: NOVEMBER 16, 1982.
- BENCH-MARK: CITY OF PHARR BM#64 ALUMINUM DISK LOCATED ON THE SOUTH SIDE OF W. OWASSA ROAD APPROXIMATELY 1,440.00 FEET WEST OF SUGAR ROAD. ACTUAL N: 16616255.741 E: 1085394.263 ELEV: 105.94 (GEO ID) 1999. AS PER THE CITY OF PHARR.
- STORM WATER DETENTION IS REQUIRED FOR THIS PROPERTY. THE ENGINEER OF RECORD FOR THIS SUBDIVISION PLAT HAS ESTIMATED THAT AN AREA OF APPROXIMATELY 1.576 ACRES AND A VOLUME OF APPROXIMATELY 68,643 CUBIC FEET WILL BE REQUIRED FOR THIS USE. THIS IS AN ESTIMATE ONLY AND DETAILED ANALYSIS MAY REVEAL DIFFERENT REQUIREMENTS. NO BUILDING PERMIT SHALL BE ISSUED FOR THIS PLATTED PROPERTY UNTIL A STORM WATER DETENTION SYSTEM DESIGN HAS BEEN APPROVED BY THE CITY OF PHARR FOR THIS COMMERCIAL DEVELOPMENT.
- A 5.0-FOOT SIDEWALK WITH ADA WHEELCHAIR RAMPS AND LANDINGS SHALL BE REQUIRED ALONG ALL STREETS, AT THE TIME OF SUBDIVISION CONSTRUCTION PHASE. ADA CURB RAMP AND LANDINGS ALONG INTERIOR STREETS SHALL BE BUILT AT TIME OF SUBDIVISION CONSTRUCTION PHASE.
- NO STRUCTURE OR BUILDING ALLOWED OVER ANY EASEMENT.
- LOTS 1, 30, AND LOT 31, SHALL NOT HAVE CURB CUT ACCESS, OR LOT FRONTAGE ALONG W. MINNESOTA ROAD.
- ALL LOTS WILL HAVE A NO. 4 REBAR SET ON THE EACH CORNER WITH A PLASTIC CAP STAMPED MELDEN & HUNT, INC.
- INTERIOR STREET CORNERS SHOULD HAVE A 15.0x15.0-FOOT CORNER CLIP EASEMENT AND A 25.0x25.0-FOOT CORNER AT SUBDIVISION ENTRANCE.
- LANDSCAPING AS PER CITY OF PHARR ORDINANCE.
- OWNER'S TO MAINTAIN R.O.W. AND PERIMETER OF SUBDIVISION.
- ENFORCEMENT OF ALL PLAT NOTES AND DEDICATIONS SHALL BE THE RESPONSIBILITY OF THE AGENCY OR ENTITY TO WHOM THE DEDICATION IS GRANTED.
- EROSION AND SEDIMENT CONTROL DURING CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE CURRENT TEXAS POLLUTION DISCHARGE ELIMINATION SYSTEM (TPDES).
- ADDITIONAL FIRE PROTECTION MAY BE REQUIRED DURING THE BUILDING PERMIT PHASE IN ORDER TO MEET ANY ADDITIONAL FIRE PROTECTION REQUIREMENTS.
- ALL FIRE PROTECTION UNDERGROUND LINES TO BE INSTALLED BY A LICENSE FIRE PROTECTION COMPANY.
- ALL BEARINGS AND DISTANCES ARE BASED ON GRID COORDINATES.
- DEVELOPER TO CONSTRUCT FENCE FOR LOTS ABUTTING / FRONTING ANY DRAIN DITCH REGARDLESS OF WHO OWNS IT.
- OWNERS TO MAINTAIN DETENTION/RETENTION AREAS.
- AS PER DECLARATION OF COVENANTS, CONDITIONS, AND RESTRICTIONS, FOR MINNESOTA ESTATES SUBDIVISION RECORDED UNDER DOCUMENT NUMBER _____ HIDALGO COUNTY OFFICIAL RECORDS, DEVELOPER/HOMEOWNERS ASSOCIATION/OWNER, THEIR SUCCESSORS AND/OR ASSIGNS, AND NOT THE CITY OF PHARR SHALL BE RESPONSIBLE FOR INSTALLATION, MAINTENANCE AND OTHER REQUIREMENTS, INCLUDING BUT NOT LIMITED TO COMMON AREAS AND DETENTION PONDS.

STATE OF TEXAS
COUNTY OF HIDALGO:

I, THE UNDERSIGNED, OWNER OF THE LAND SHOWN ON THIS PLAT, AND DESIGNATED HEREIN AS "MINNESOTA ESTATES SUBDIVISION" TO THE CITY OF PHARR, TEXAS, AND WHOSE NAME IS SUBSCRIBED HERETO, HEREBY DEDICATE TO THE USE OF THE PRIVATE ALL STREETS, ALLEYS, PARKS, WATER COURSES, DRAINS, EASEMENTS, AND PUBLIC PLACES THEREON SHOWN FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED.

ERICKSON CONSTRUCTION, LLC
A TEXAS LIMITED LIABILITY COMPANY
JEFFREY ERICKSON, MANAGER
3520 BUDDY OWENS AVENUE
MCALLEN, TX 78504

STATE OF TEXAS
COUNTY OF HIDALGO:

BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED JEFFREY ERICKSON, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATIONS THEREIN GIVEN UNDER MY HAND AND SEAL OF OFFICE, THIS THE _____ DAY OF _____, 20 ____.

NOTARY PUBLIC, HIDALGO COUNTY, TEXAS
MY COMMISSION EXPIRES:

STATE OF TEXAS
COUNTY OF HIDALGO

I, THE UNDERSIGNED, MARIO A. REYNA, A LICENSED PROFESSIONAL ENGINEER IN THE STATE OF TEXAS, DO HEREBY CERTIFY THAT PROPER ENGINEERING CONSIDERATION HAS BEEN GIVEN TO THIS PLAT AND IS A TRUE AND ACCURATE REPRESENTATION OF THE SUBDIVISION OF THE LANDS HEREON DESCRIBED.

MELDEN & HUNT, INC.
TEXAS REGISTRATION F-1435

MARIO A. REYNA, PE # 117368
DATE PREPARED: 9-2-21
JOB NO. 21139.00

DATE:

STATE OF TEXAS §
COUNTY OF HIDALGO §

I, FRED L. KURTH, A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF TEXAS, DO HEREBY CERTIFY THAT THIS PLAT IS TRUE AND CORRECTLY MADE FROM AN ACTUAL SURVEY MADE ON THE GROUND OF THE PROPERTY LEGALLY DESCRIBED HEREON, AND THAT THERE ARE NO APPARENT DISCREPANCIES, CONFLICTS, OR OVERLAPPING OF IMPROVEMENTS, VISIBLE UTILITY LINES OR ROADS IN PLACE, EXCEPT AS SHOWN ON THE ACCOMPANYING PLAT, AND THAT THE CORNER MONUMENTS SHOWN THEREON WERE PROPERLY PLACED UNDER MY SUPERVISION IN ACCORDANCE WITH THE SUBDIVISION REGULATIONS OF THE CITY OF MISSION, TEXAS.

DATED THIS THE _____ DAY OF _____, 20 ____.

FRED L. KURTH, PROFESSIONAL LAND SURVEYOR No. 4750
STATE OF TEXAS
DATE SURVEYED: 06-29-2021
T-1129, PG. 10
SURVEY JOB # 21520.08

APPROVED BY DRAINAGE DISTRICT:

HIDALGO COUNTY DRAINAGE DISTRICT NO.1 HEREBY CERTIFIES THAT THE DRAINAGE PLANS FOR THIS SUBDIVISION COMPLY WITH THE MINIMUM STANDARDS OF THE DISTRICT ADOPTED UNDER TEXAS WATER CODE §49.211 (C). THE DISTRICT HAS NOT REVIEWED AND DOES NOT CERTIFY THAT THE DRAINAGE STRUCTURES DESCRIBED ARE APPROPRIATE FOR THE SPECIFIC SUBDIVISION BASED ON GENERALLY ACCEPTED ENGINEERING CRITERIA. IT IS THE RESPONSIBILITY OF THE DEVELOPER AND HIS ENGINEER TO MAKE THEIR DETERMINATIONS.

HIDALGO COUNTY DRAINAGE DISTRICT NO.1

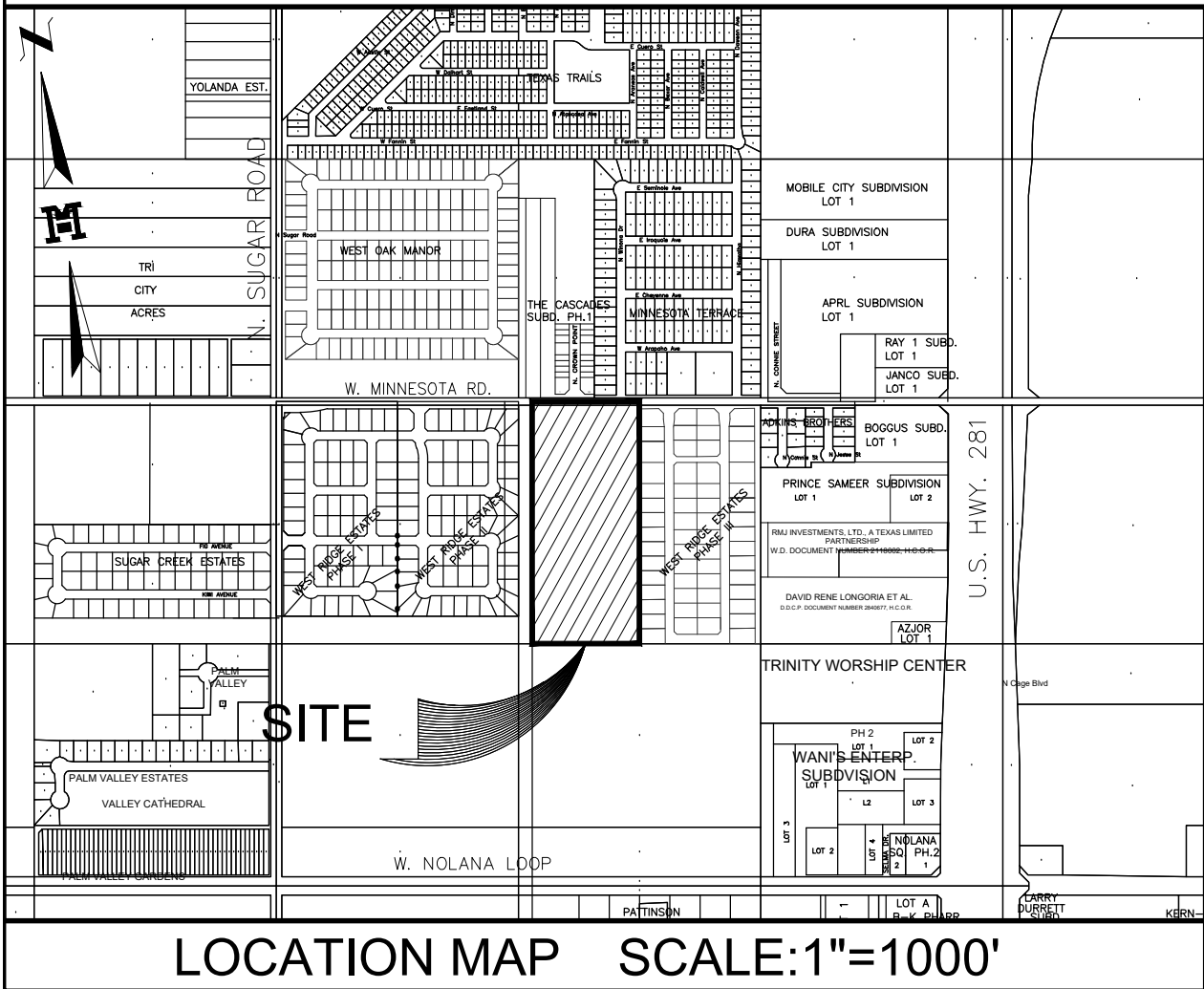
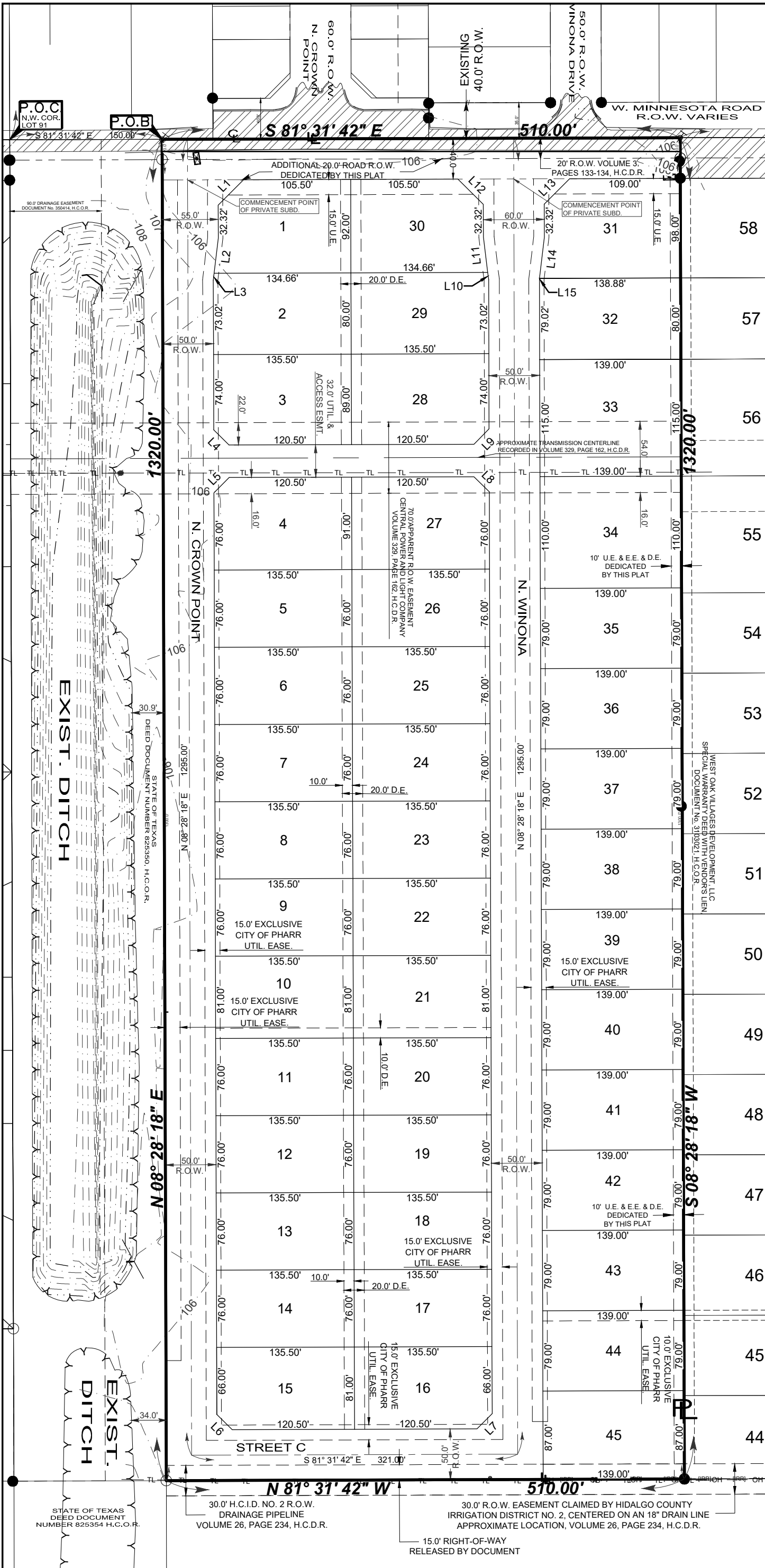
RAUL E. SESIN, P.E., C.F.M.
GENERAL MANAGER

DATE



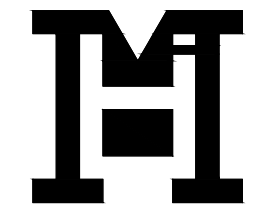
FILED FOR RECORD IN
HIDALGO COUNTY
ARTURO GUJARDO, JR.
HIDALGO COUNTY CLERK

BY: _____ DEPUTY

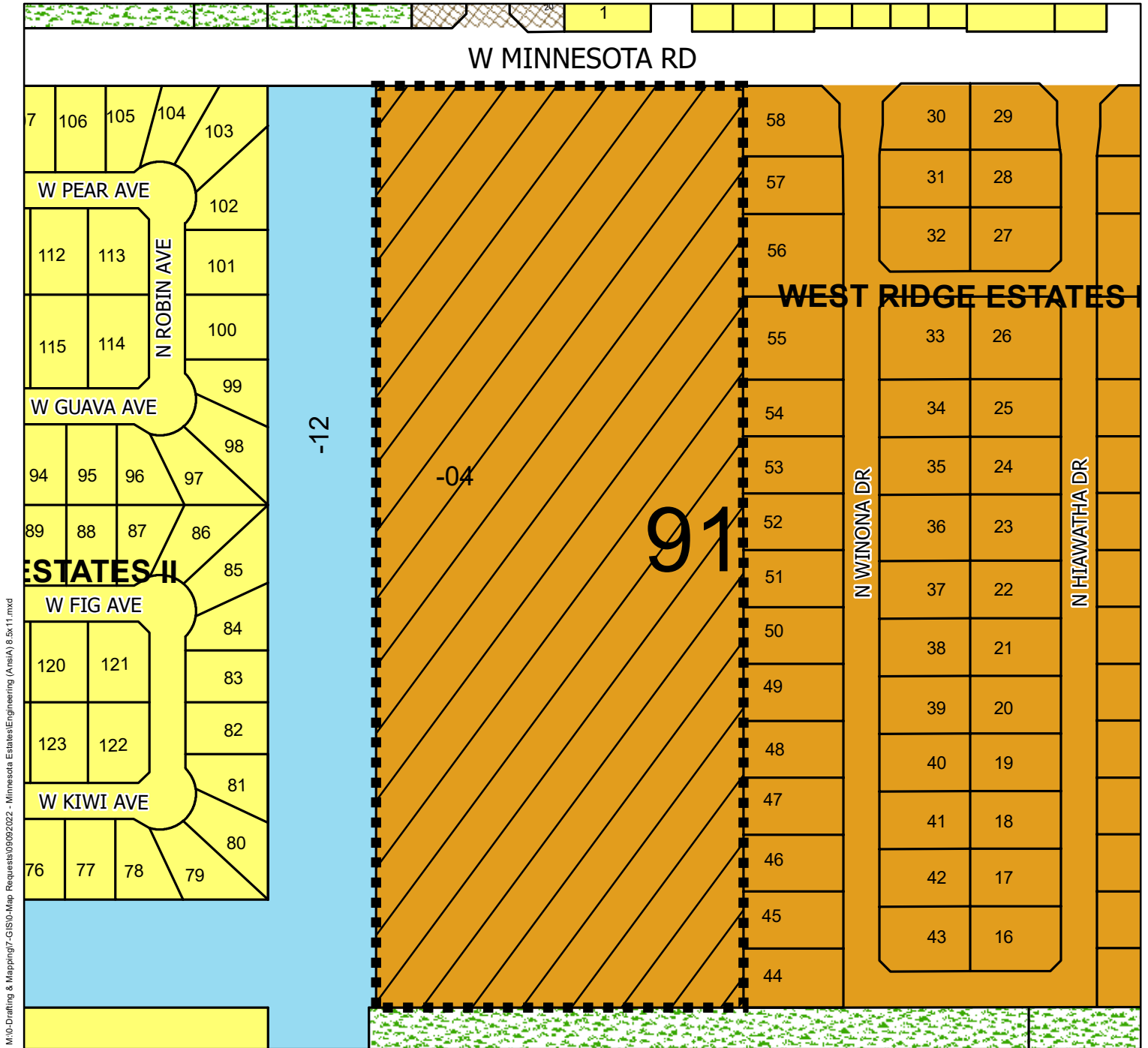


DRAWN BY: GABRIEL F. _____ DATE: 11-15-21.
FINAL CHECK _____ DATE: _____

MELDEN & HUNT, INC.
TEXAS REGIST. F-1435



CONSULTANTS • ENGINEERS • SURVEYORS
115 W. MCINTYRE OFF: (956) 381-0981
EDINBURG, TX, 78541 FAX: (956) 381-1839
E-MAIL: www.meldenandhunt.com ESTABLISHED 1947



M:\0-Drafting & Mapping\7-GIS\Map Requests\09092022 - Minnesota Estates\Engineering (Aval)\8.5x11.mxd

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

Zoning

ZONE

- Agricultural Open Space
- Single Family
- Single Family Small Lot
- Residential Multi-Family
- Residential Multi-Family High Density
- Mobile Home
- Townhouse
- HUD Code

- Rail Road R.O.W
- Government Owned
- General Business
- Business District
- Drainage Easement
- Heavy Commercial
- Heavy Industrial
- Limited Industrial
- Neighborhood Commercial
- Office Professional

- PSJA ISD
- Hidalgo ISD
- Valley View ISD
- Planned Unit Development

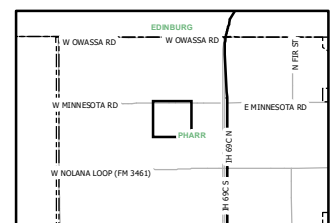


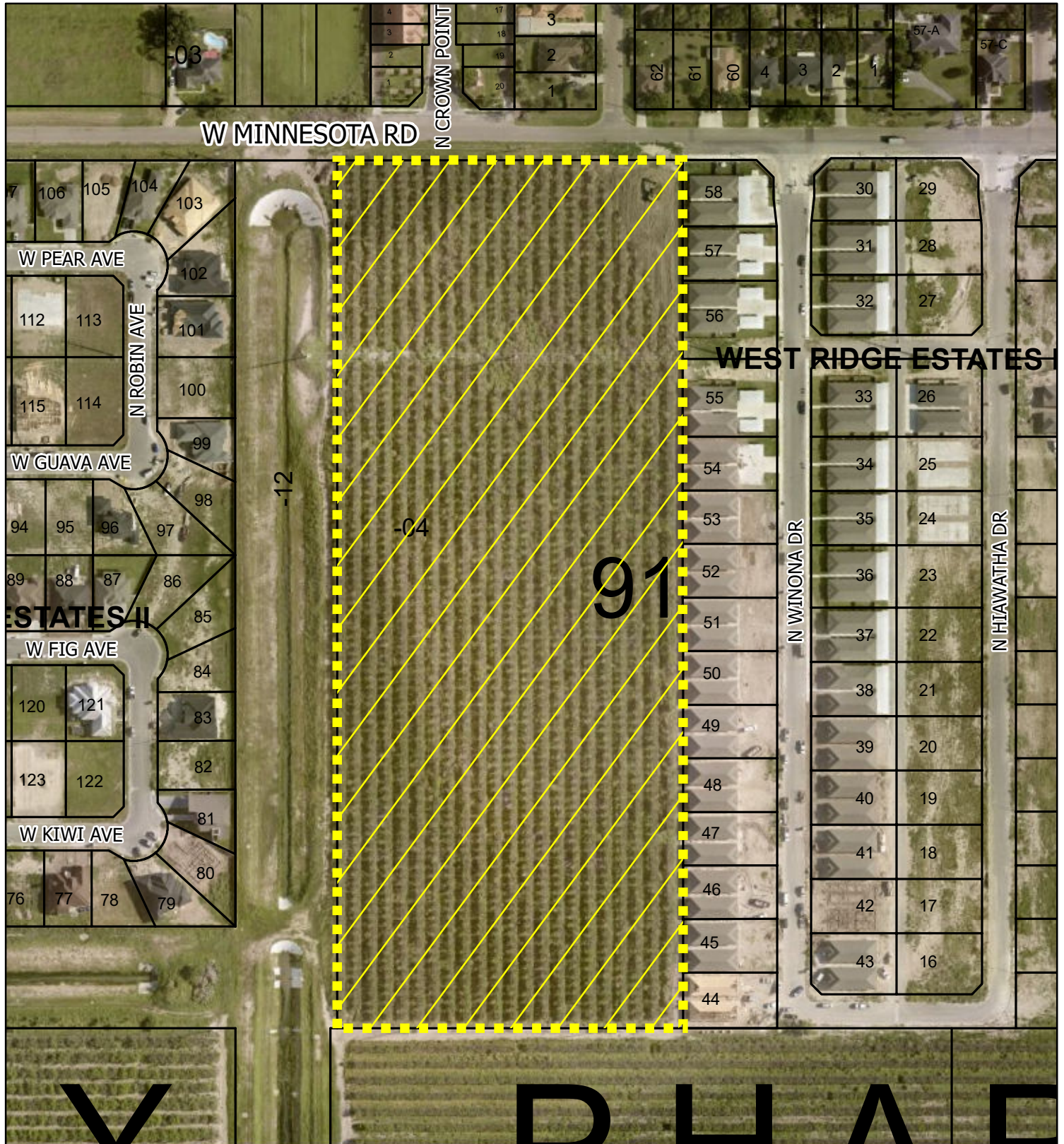
Pharr City Limit

City of Pharr, Texas
Engineering Department
956.402.4242

Date: 9/9/2022

Scale: 1 inch = 200 feet





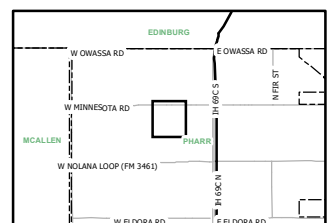
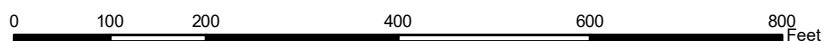
M:\0-Drafting & Mapping\7-GIS\0-Map Requests\09092022 - Minnesota Estates\Engineering (AnsiA) 8.5x11.mxd

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

 Pharr City Limit
City of Pharr, Texas
Engineering Department
956.402.4242

Date: 9/9/2022

Scale: 1 inch = 200 feet





AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 6.L.3.

DATE SUBMITTED: September 14, 2022

MEETING DATE: September 19, 2022

FROM: Kimberly Mendoza, Development Services Director

DEPARTMENT: Development Services

DIRECTOR: Kimberly Mendoza

Agenda Item: MAS Engineering, LLC., representing Armando Gonzalez, owner, is requesting final plat approval of the proposed Rojas Subdivision. The property is legally described as being a 0.25 acre tract of land out of the North 99 feet of the South 198 feet of the North 448 feet of the East 220 feet of the West 297 feet of Lot 233, Kelly-Pharr Subdivision, Pharr, Hidalgo County, Texas. The property is located within the 1200 Block of West Hall Acres Road. SUB#210720. **This item supports EV - Economic Vitality.**

Classification: Regular

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

Issue: MAS Engineering, LLC., representing Armando Gonzalez, owner, is requesting final plat approval of the proposed Rojas Subdivision.

Fiscal Consideration: n/a

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

At the Planning and Zoning Commission meeting of September 12, 2022, the Board voted unanimously to approve the final plat of the proposed Rojas Subdivision.

Alternatives: n/a

Exclude Material from Public Packet? No

Reason: n/a

ROUTING:

Kimberly Mendoza
Patricia Rigney
Kimberly Mendoza
City Management Office

Created/Initiated - 9/14/2022
Approved - 9/14/2022
Approved - 9/14/2022
Final Approval - 9/16/2022



MEMORANDUM

DATE: MONDAY, SEPTEMBER 19, 2022

TO: MAYOR AND CITY COMMISSION

FROM: KIMBERLY MENDOZA, DIRECTOR DEVELOPMENT SERVICES

THROUGH: ANALI ALANIS, INTERIM CITY MANAGER

SUBJECT: ROJAS SUBDIVISION FILE NO. SUB#210720

GENERAL INFORMATION:

APPLICANT: MAS Engineering, LLC., representing Armando Gonzalez, owner, is requesting final plat approval of the proposed Rojas Subdivision.

LEGAL DESCRIPTION: The property is legally described as being a 0.25 acre tract of land out of the north 99.00 feet of the south 198.00 of the north 448 feet of the east 220.00 feet of the west 297.00 feet of Lot 233, Kelly-Pharr Subdivision. Pharr, Hidalgo County, Texas.

LOCATION: The property is located within the 1200 Block of West Hall Acres Rd.

ZONING: The property is currently zoned Single Family Residential District (R-1). The adjacent zones are General Business District (C) to the north and Single Family Residential District (R-1) to the east, south and west. The property is designated for single family residential use in the Land Use Plan.

PROPERTY PROPOSED USE: Residential lot.

VARIANCES: None requested.

RECOMMENDATIONS: Development Services recommends final plat approval of the proposed Rojas Subdivision subject to the following conditions set before you.

**STREETS, PAVING
AND R.O.W.:** 1. In compliance.

EASEMENTS: 1. In compliance.

**SIDEWALK:
ADA:** 1. In compliance.

FIRE PROTECTION: 1. In compliance.

WATER: 1. In compliance.

SEWER: 1. In compliance.

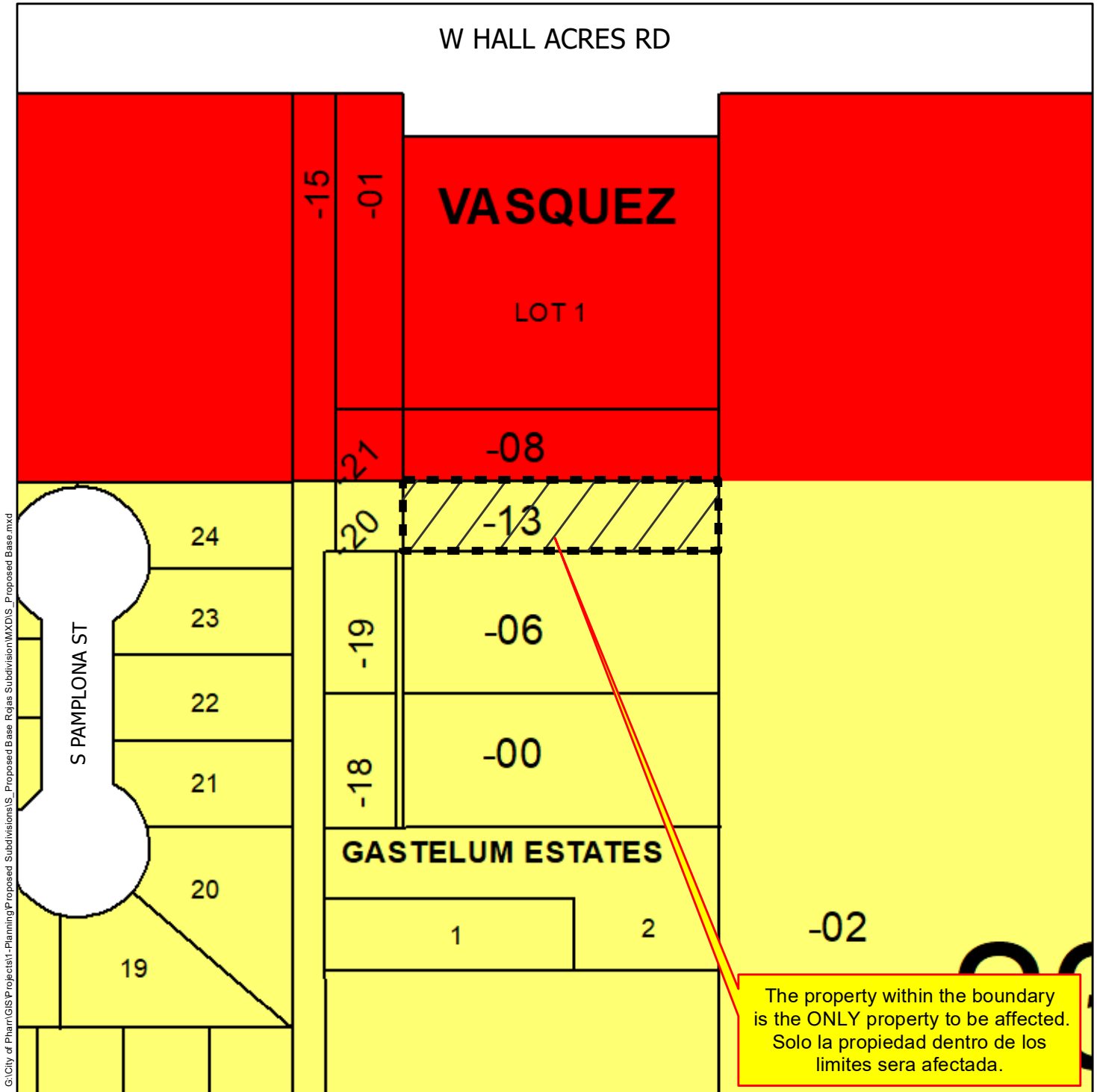
DRAINAGE: 1. In compliance.

OTHER: 1. In compliance.

**PLANNING AND
ZONING
COMMISSION:** The Planning and Zoning Commission voted unanimously to approve the final plat of the proposed Rojas Subdivision.



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



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

Scale: 1 inch = 100 feet

0 50 100 200 300 400 Feet





AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 6.L.4.

DATE SUBMITTED: September 14, 2022

MEETING DATE: September 19, 2022

FROM: Kimberly Mendoza, Development Services Director

DEPARTMENT: Development Services

DIRECTOR: Kimberly Mendoza

Agenda Item: Pablo Soto, Jr. P.E., representing Lisandro Espinoza, owner, is requesting preliminary and final plat approval of the proposed Leeland Heights Estates Subdivision. The property is legally described as being a 0.48 acre tract of land, more or less, out of Lot 175, Kelly-Pharr Subdivision, Pharr, Hidalgo County, Texas. The property is physically located at 220 North Sugar Road. SUB#220720. **This item supports EV - Economic Vitality.**

Classification: Regular

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

Issue: Pablo Soto, Jr. P.E., representing Lisandro Espinoza, owner, is requesting preliminary and final plat approval of the proposed Leeland Heights Estates Subdivision.

Fiscal Consideration: n/a

Staff Recommendation: Development Services recommends preliminary and final plat approval of the proposed Leeland Heights Estates Subdivision subject to the listed conditions.

At the Planning and Zoning Commission meeting of September 12, 2022, the Board voted unanimously to approve the preliminary and final plat of the proposed Leeland Heights Estates Subdivision.

Alternatives: n/a

Exclude Material from Public Packet? No

Reason: n/a

ROUTING:

Kimberly Mendoza
Patricia Rigney
Kimberly Mendoza
City Management Office

Created/Initiated - 9/14/2022
Approved - 9/14/2022
Approved - 9/14/2022
Final Approval - 9/16/2022



Pharr

Development Services



MEMORANDUM

DATE: MONDAY, SEPTEMBER 19, 2022

TO: MAYOR AND CITY COMMISSION

FROM: KIMBERLY MENDOZA, DIRECTOR DEVELOPMENT SERVICES

THROUGH: ANALI ALANIS, INTERIM CITY MANAGER

SUBJECT: LEELAND HEIGHTS ESTATES SUBDIVISION FILE NO. SUB#220720

GENERAL INFORMATION:

APPLICANT: Pablo Soto Jr. P.E., representing Lisandro Espinoza, owner, is requesting preliminary and final plat approval of the proposed Leeland Heights Estates Subdivision.

LEGAL DESCRIPTION: The property is legally described as being a 0.48 acre tract of land, more or less, out of Lot 175, Kelly Pharr Subdivision, Pharr, Hidalgo County, Texas.

LOCATION: The property is physically located at 220 North Sugar Road.

ZONING: The property is currently zoned Single Family Residential District (R-1). The adjacent zones are Single Family Residential District (R-1) to the north, east, south, and west. The property is designated for public/semi-public use in the Land Use Plan.

PROPERTY PROPOSED USE: Single-family residence.

VARIANCES: None requested.

RECOMMENDATIONS: Development Services recommends preliminary and final plat approval of the proposed Leeland Heights Estates Subdivision subject to the following conditions:

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

1. In compliance.

EASEMENTS:

1. None requested.

**SIDEWALK:
ADA:**

1. See plat note #16.

FIRE PROTECTION:

1. In compliance.

WATER:

1. See attached comments.
2. Follow City of Pharr construction standards manual.

SEWER:

1. See attached comments.

DRAINAGE:

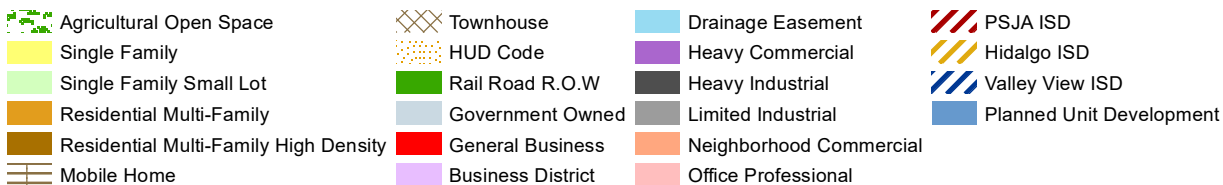
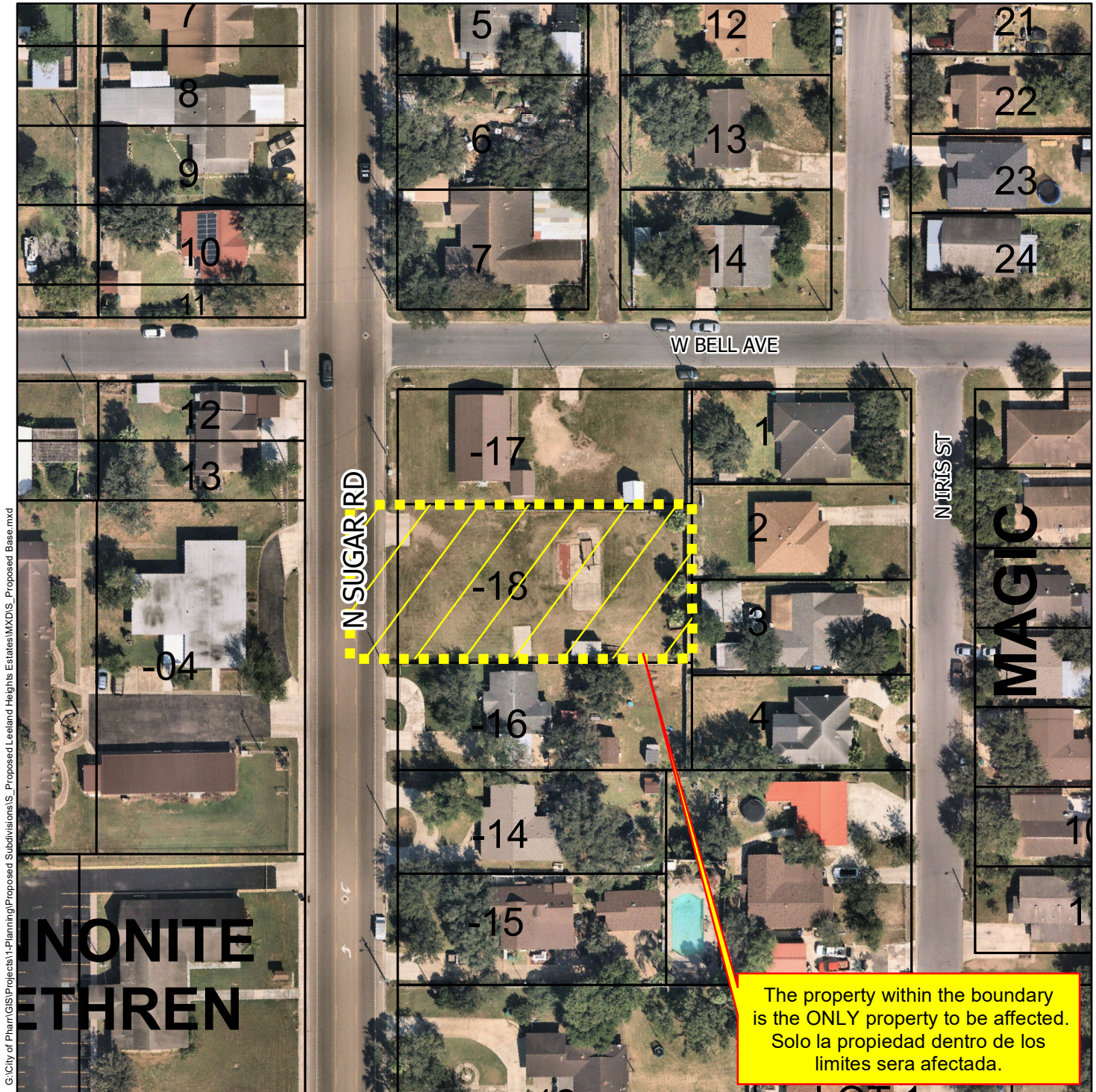
1. See attached.

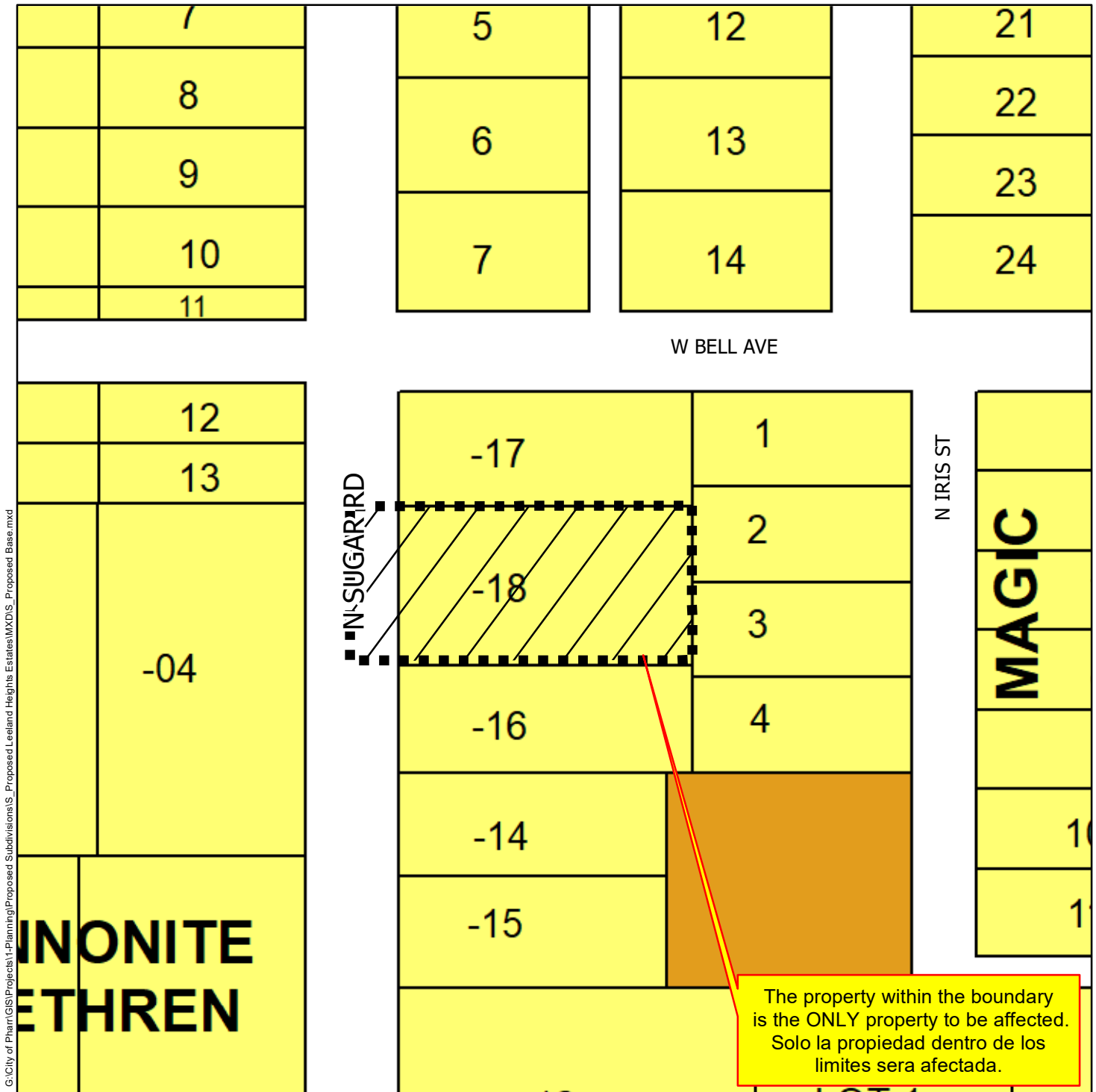
OTHER:

1. Plat note #5, must verify and correct benchmark location.
2. Must revise drainage easement to call detention area only.
3. Location map must call out the proposed subdivision site.
4. Staff comments attached.

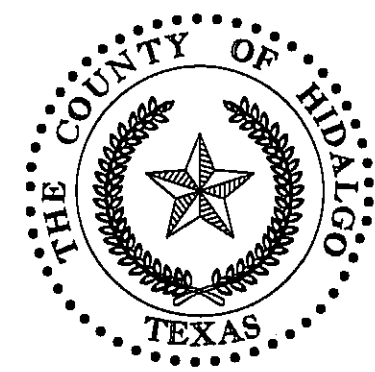
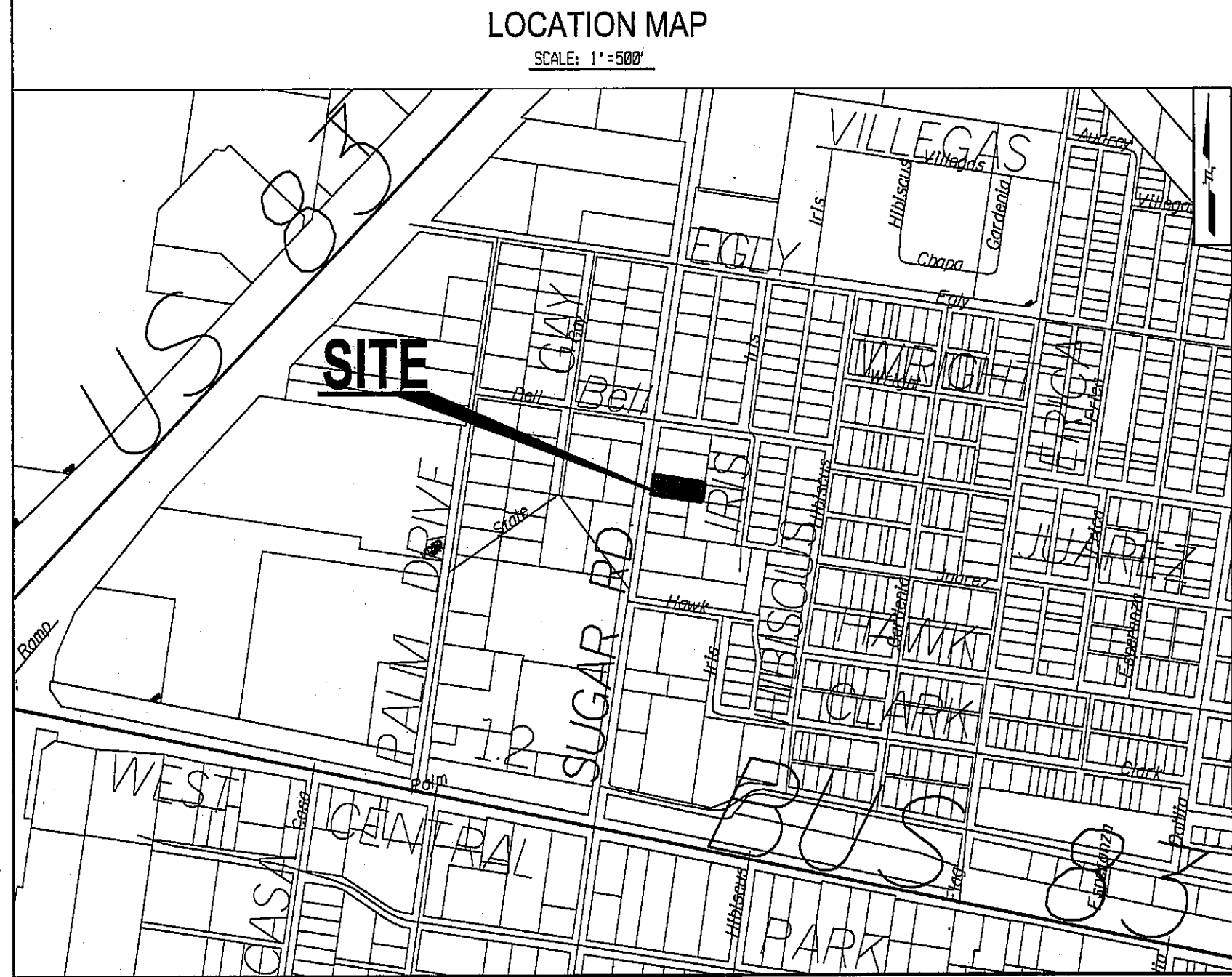
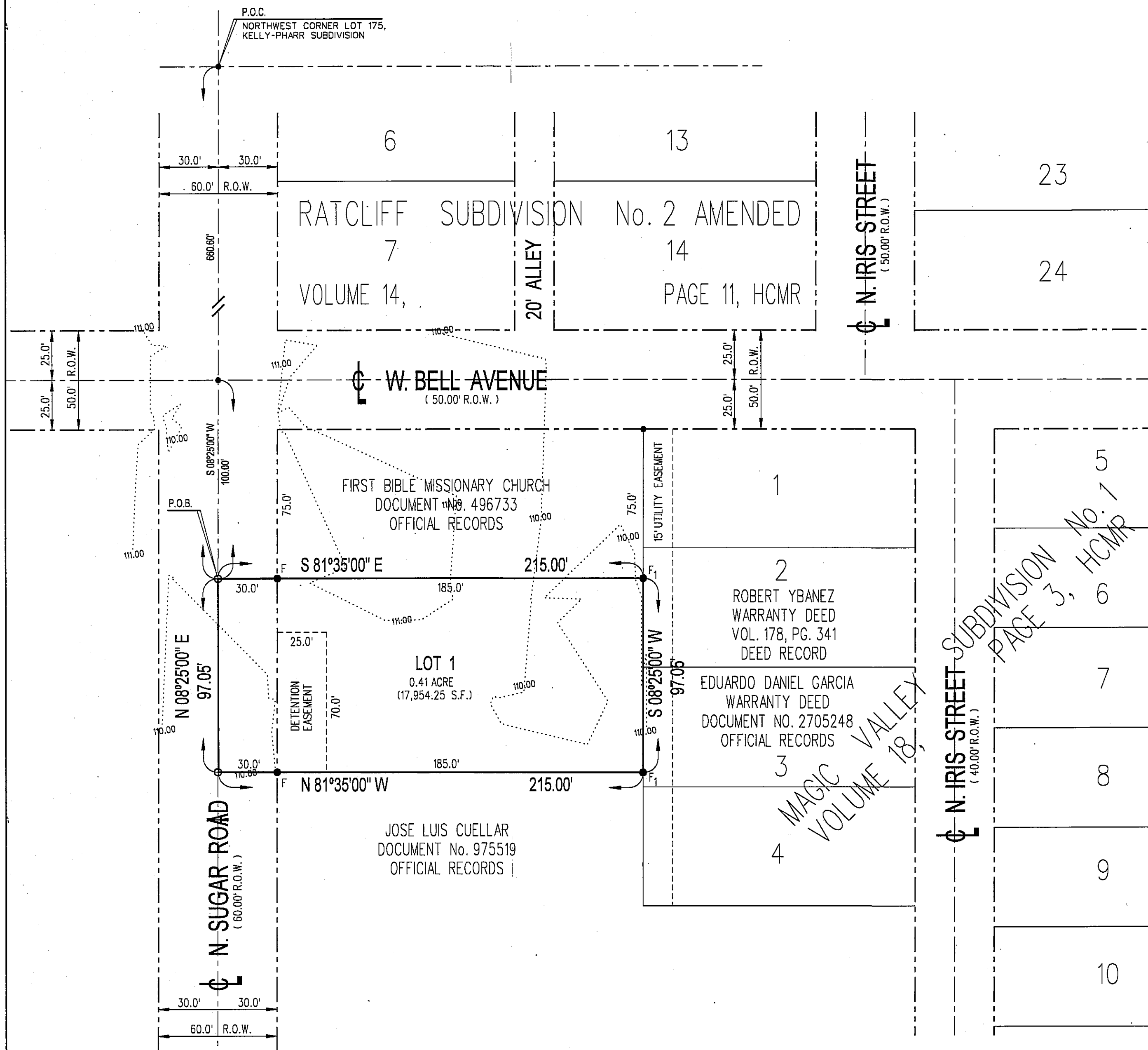
**PLANNING AND
ZONING
COMMISSION:**

The Planning and Zoning Commission voted unanimously to approve the preliminary and final plat of the proposed Leeland Heights Estates Subdivision.





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



FILED FOR RECORD IN
HIDALGO COUNTY
ARTURO GUJARDO, JR.
HIDALGO COUNTY CLERK

ON _____ AT _____ AM/PM
INSTRUMENT NUMBER _____
OF THE MAP RECORDS OF HIDALGO COUNTY, TEXAS
BY: _____ DEPUTY

PLAT OF LEELAND HEIGHTS ESTATES

A 0.48 ACRE TRACT OF LAND, OUT OF LOT 175, KELLY-PHARR SUBDIVISION, HIDALGO COUNTY, TEXAS,
AS PER MAP RECORDED IN VOLUME 3, PAGES 133-134, DEED RECORDS OF HIDALGO COUNTY, TEXAS.

PREPARED BY: PABLO SOTO JR. P.E. DATE OF PREPARATION: JULY 02, 2022

SCALE: 1" = 40'

- LEGEND:
- F - FOUND 3/4" IRON PIPE
 - F₁ - FOUND 1/2" IRON ROD
 - S - SET 1/2" IRON ROD WITH YELLOW CAP STAMPED 4541
 - S₁ - SET 60-D NAIL

GENERAL SUBDIVISION PLAT NOTES:

- FLOOD ZONE DESIGNATION ZONE "B"
COMMUNITY-PANEL NO. 480347 0005 C
EFFECTIVE DATE: OCTOBER 19, 1982.
ZONE "B" AREAS BETWEEN LIMITS OF THE 100-YEAR FLOOD OR CERTAIN AREAS SUBJECT TO 100-YEAR FLOODING WITH AVERAGE DEPTHS LESS THAN ONE(1) FOOT OR WHERE THE CONTRIBUTING DRAINAGE AREA IS LESS THAN ONE SQUARE MILE; OR AREAS PROTECTED BY LEVEES FROM THE BASE FLOOD, (MEDIUM SHADING).
- BLDG. SETBACK: AS PER CITY OF PHARR ORDINANCE
- GENERAL NOTE FOR SINGLE FAMILY RESIDENCE:
NO MORE THAN ONE-SINGLE FAMILY DETACHED DWELLING SHALL BE LOCATED ON EACH LOT. (ANY OTHER USE SHALL REQUIRE PLANNING DEPARTMENT AND FIRE MARSHAL APPROVAL). APPLICATIONS FOR CONSTRUCTION ARE REQUIRED PRIOR TO OCCUPYING THE LOT.
- MINIMUM FINISH FLOOR ELEVATION SHALL BE 18" ABOVE CENTER OF SUGAR ROAD.
- REFERENCE BENCHMARK: CITY OF PHARR BENCHMARK No. 42
NORTHING: 16597292.291 EASTING: 1083312.965 ELEVATION 112.36
LOCATED ON THE WEST SIDE OF LAS MILPAS DRAIN DITCH SOUTH OF F.M. 3072, APPROXIMATELY 12FT. SOUTH OF RIGHT-OF-WAY LINE.
- NO STRUCTURE SHALL BE PERMITTED OVER ANY EASEMENT, EASEMENT SHALL BE KEPT CLEAR OF FENCES, BUILDINGS, SHEDS, SHRUBS TREES, AND OTHER PLANTINGS (EXCEPT LOW, LESS THAN 18 INCHES NATURE HEIGHT, GROUND COVER, GRASS, OR FLOWERS) AND OTHER OBSTRUCTIONS THAT WOULD INTERFERE WITH THE OPERATIONS AND MAINTENANCE OF THE EASEMENT..
- ALL LOT CORNERS ARE SET 1/2 INCH IRON RODS WITH YELLOW CAP STAMPED RPLS 4541, OR AS NOTE.
- STORM WATER DETENTION IS REQUIRED FOR THIS PROPERTY.
THE ENGINEER OF RECORD FOR THIS SUBDIVISION PLAT HAS ESTIMATED THAT AN AREA OF APPROXIMATELY 0.040 ACRES AND A VOLUME OF APPROXIMATELY 0.021 ACRE FEET WILL BE REQUIRED FOR THIS USE. THIS IS AN ESTIMATE ONLY AND DETAILED ANALYSIS MAY REVEAL DIFFERENT REQUIREMENTS. NO BUILDING PERMIT SHALL BE ISSUE FOR THIS PLATTED PROPERTY UNTIL A STORM WATER DETENTION SYSTEM DESIGN HAS BEEN APPROVED BY THE CITY OF PHARR FOR THIS RESIDENTIAL DEVELOPMENT.
- THE DEVELOPER SHALL BE RESPONSIBLE FOR DETAINING AND ACCOMMODATING MORE THAN THE DETAINED VOLUME SHOWN ON THIS PLAT IF IS DETERMINED, AT THE DEVELOPMENT PERMIT STAGE, THAT THE DETENTION REQUIREMENTS ARE GREATER THAN STATED IN THIS PLAT, DUE TO THE IMPERVIOUS ARE BEING GREATER THAN THE PLAT ENGINEER CONSIDERED IN THE HYDRAULIC CALCULATIONS FOR THIS SUBDIVISION.
- ALL CONSTRUCTION SHALL COMPLY WITH STORM WATER POLLUTION PREVENTION PLAN (SW3P) REQUIREMENTS REQUIRED BY TCEQ.
- OWNER TO MAINTAIN DETENTION/RETENTION AREAS.
- OWNER TO MAINTAIN R.O.W. AND PERIMETER OF SUBDIVISION.
- LANDSCAPE AS PER CITY OF PHARR ORDINANCE.
- NO STRUCTURE ALLOWED OVER ANY EASEMENT GRANTED BY THIS PLAT.
- ENFORCEMENT OF ALL PLAT NOTES AND DEDICATIONS SHALL BE THE RESPONSIBILITY OF THE AGENCY OR ENTITY TO WHOM THE DEDICATION IS GRANTED.
- 5.0 FT. SIDEWALK WITH ADA WHEELCHAIR RAMPS AND LANDING SHALL BE CONSTRUCTED ALONG ALL STREETS AT THE TIME OF BUILDING PERMIT PHASE.

METES AND BOUNDS:

A 0.48 acre tract of land out of Lot 175, Kelly-Pharr Subdivision, Hidalgo County, Texas, as per map recorded in Volume 3, Pages 133-134, Deed Records of Hidalgo County, Texas, said 0.48 acre tract of land being more particularly described by metes and bounds as follows:

- COMMENCING at the Northwest corner of Lot 175, Kelly-Pharr Subdivision, Thence South 08 degrees 25 minutes 00 seconds West, with the West line of Lot 175, Kelly-Pharr Subdivision, a distance of 660.60 feet to the Northwest corner of this tract of land and the POINT OF BEGINNING;
- THENCE South 81 degrees 35 minutes 00 seconds East, at a distance of 30.00 feet pass a three-quarter (3/4) inch pipe found at the East right of way line of N. Sugar Road, at a total distance of 215.00 feet to a half (1/2) inch iron rod found for the Northeast corner of this tract of land;
- THENCE South 08 degrees 25 minutes 00 seconds West, with the West line of Magic Valley Subdivision No. 1, as per map recorded in Volume 18, Page 3, Map Records, a distance of 97.05 feet to a half (1/2) inch iron rod found for the Southeast corner of this tract of land;
- THENCE North 81 degrees 35 minutes 00 seconds West, at a distance of 185.00 feet pass a three-quarter (3/4) inch pipe found at the East right of way line of said N. Sugar Road, at a total distance of 215.00 feet to a point on the West line of said Lot 175, Kelly-Pharr Subdivision for the Southwest corner of this tract of land;
- THENCE North 08 degrees 25 minutes 00 seconds East, with the West line of said Lot 175, Kelly-Pharr Subdivision, a distance of 97.05 feet to the POINT OF BEGINNING, containing 0.48 of an acre, more or less.

THE STATE OF TEXAS COUNTY OF HIDALGO

I, _____, OWNER OF THE LAND SHOWN ON THIS PLAT, AND DESIGNATED HERE AS LEELAND HEIGHTS ESTATES, SUBDIVISION AN ADDITION OF THE CITY OF PHARR, TEXAS AND WHOSE NAME IS SUBSCRIBED HERETO, HEREBY DEDICATE TO THE USE OF THE PUBLIC ALL STREET, ALLEYS, PARKS, WATERCOURSES, DRAINS, EASEMENTS AND PUBLIC PLACES THEREON SHOWN FOR THE PURPOSE OF CONSIDERATION THEREIN EXPRESSED.

LISANDRO ESPINOZA
904 W. EGLY AVE.
PHARR, TEXAS 78877

LISANDRO ESPINOZA

THE STATE OF TEXAS - COUNTY OF HIDALGO PUBLIC NOTARY CERTIFICATE

BEFORE ME, THE UNDERSIGNED NOTARY PUBLIC, ON THIS DAY PERSONALLY APPEARED _____ AND _____, PROVED TO ME THROUGH THEIR TEXAS DEPARTMENT OF PUBLIC SAFETY DRIVER LICENSES TO BE THE PERSONS WHOSE NAMES ARE SUBSCRIBED TO THE FOREGOING INSTRUMENT, WHO, BEING BY ME FIRST DULY SWORN, DECLARED THAT THE STATEMENTS THEREIN ARE TRUE AND CORRECT AND ACKNOWLEDGED THAT THEY EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATION THEREIN EXPRESSED.

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS _____ DAY OF _____, 2022

NOTARY PUBLIC

MY COMMISSION EXPIRES

HIDALGO COUNTY IRRIGATION DISTRICT No. 2 CERTIFICATE

THIS PLAT IS HEREBY APPROVED BY HIDALGO COUNTY IRRIGATION DISTRICT No. 2 ON THIS THE _____ DAY OF _____, 2022.

NO IMPROVEMENTS OF ANY KIND (INCLUDING WITHOUT LIMITATIONS, TREES, FENCES AND BUILDINGS) SHALL BE PLACED UPON HIDALGO COUNTY IRRIGATION DISTRICT No. 2 RIGHT OF WAY OR EASEMENTS.

PRESIDENT

ATTEST: SECRETARY

THE STATE OF TEXAS - COUNTY OF HIDALGO CITY OF PHARR PLAT APPROVAL CERTIFICATE

UNDER LOCAL GOVERNMENT CODE 212.015(B), WE THE UNDERSIGNED CERTIFY THAT THIS PLAT OF LEELAND HEIGHTS ESTATES WAS REVIEWED AND APPROVED BY THE CITY COMMISSION OF THE CITY OF PHARR.

MAYOR, AMBROSIO HERNANDEZ

DATE

ATTEST:

CITY CLERK,

DATE

APPROVAL BY PLANNING AND ZONING COMMISSION:

I, THE UNDERSIGNED, CHAIRMAN OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF PHARR, TEXAS, HEREBY CERTIFY THAT THIS SUBDIVISION PLAT CONFORMS TO ALL REQUIREMENTS OF THE SUBDIVISION REGULATIONS OF THE CITY OF PHARR, TEXAS WHEREIN MY APPROVAL IS REQUIRED.

CHAIRMAN PLANNING AND ZONING COMMISSION
DANNY WYLLIE

DATE:

HIDALGO COUNTY DRAINAGE DISTRICT No. 1 CERTIFICATE

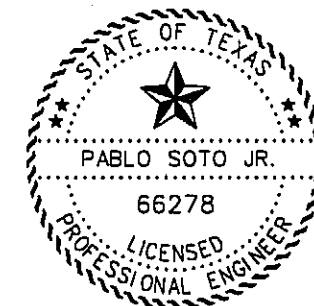
HIDALGO COUNTY DRAINAGE DISTRICT No. 1 HEREBY CERTIFIES THAT THE DRAINAGE PLANS FOR THIS SUBDIVISION COMPLY WITH THE MINIMUM STANDARDS OR THE DISTRICT ADOPTED UNDER TEXAS WATER CODE SECTION 49.211(C). THE DISTRICT HAS NOT REVIEWED AND DOES NOT CERTIFY THAT THE DRAINAGE STRUCTURES DESCRIBED ARE APPROPRIATE FOR THE SPECIFIC SUBDIVISION, BASED ON GENERALLY ACCEPTED ENGINEERING CRITERIA. IT IS THE RESPONSIBILITY OF THE DEVELOPER OF THE SUBDIVISION AND ITS ENGINEER TO MAKE THESE DETERMINATIONS.

HIDALGO COUNTY DRAINAGE DISTRICT No. ONE
RAUL SESIN, P.E., C.F.M. (GENERAL MANAGER)

DATE

KNOW ALL MEN BY THESE PRESENTS:

I, THE UNDERSIGNED, PABLO SOTO JR., A REGISTERED PROFESSIONAL ENGINEER AND PUBLIC SURVEYOR, AUTHORIZED UNDER THE LAWS OF THE STATES OF TEXAS TO PRACTICE THE PROFESSIONS OF ENGINEERING AND SURVEYING, HEREBY CERTIFY THAT THIS PLAT IS TRUE AND CORRECTLY MADE AND IS PREPARED FROM AN ACTUAL SURVEY ON THE PROPERTY MADE UNDER MY SUPERVISION ON THE GROUND AND THAT THE CORNER MONUMENTS WITH PROPERLY PLACED UNDER MY SUPERVISION, AND CERTIFY THAT PROPER ENGINEERING CONSIDERATION HAS BEEN GIVEN TO THE PLAT, AND THAT ALL ASPECTS OF IT ARE IN ACCORDANCE WITH THE CITY OF PHARR SUBDIVISION ORDINANCE AND ALL STATE STATUTES GOVERNING SURVEY.



Pablo Soto Jr. 8/18/2022
REGISTERED PROFESSIONAL ENGINEER No. 66278

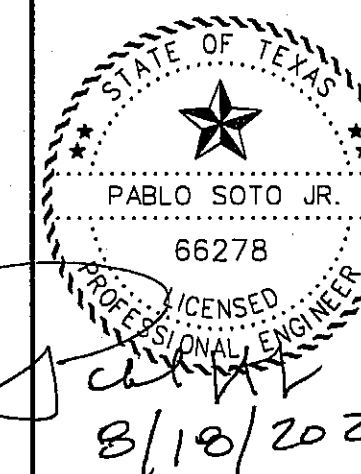


Pablo Soto Jr. 8/18/2022
REGISTERED PROFESSIONAL LAND SURVEYOR No. 4541

PABLO SOTO JR. P.E.
1208 S. IRONWOOD STREET TEL: (956) 460-1695
PHARR, TEXAS 78877 T.B. P.E. F - 20208

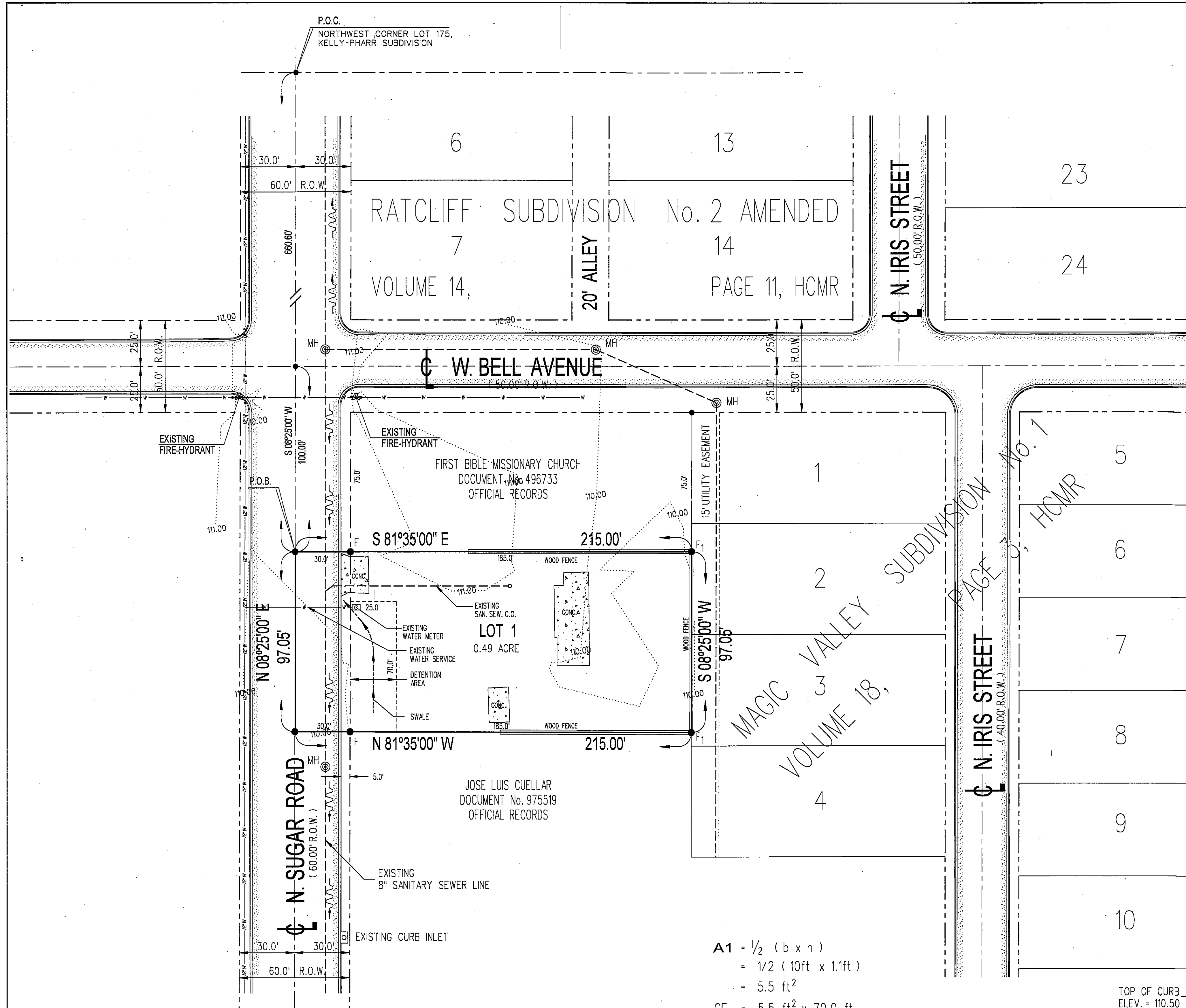
JOB NO.:
DATE:
REVISION:
SCALE:
DRAWN BY:
SHEET:

LEELAND HEIGHTS ESTATES UTILITY & DRAINAGE PLAN



PABLO SOTO JR. P.E.
1208 S. IRONWOOD STREET
PHARR, TEXAS 78577
TEL: (956) 460-1605

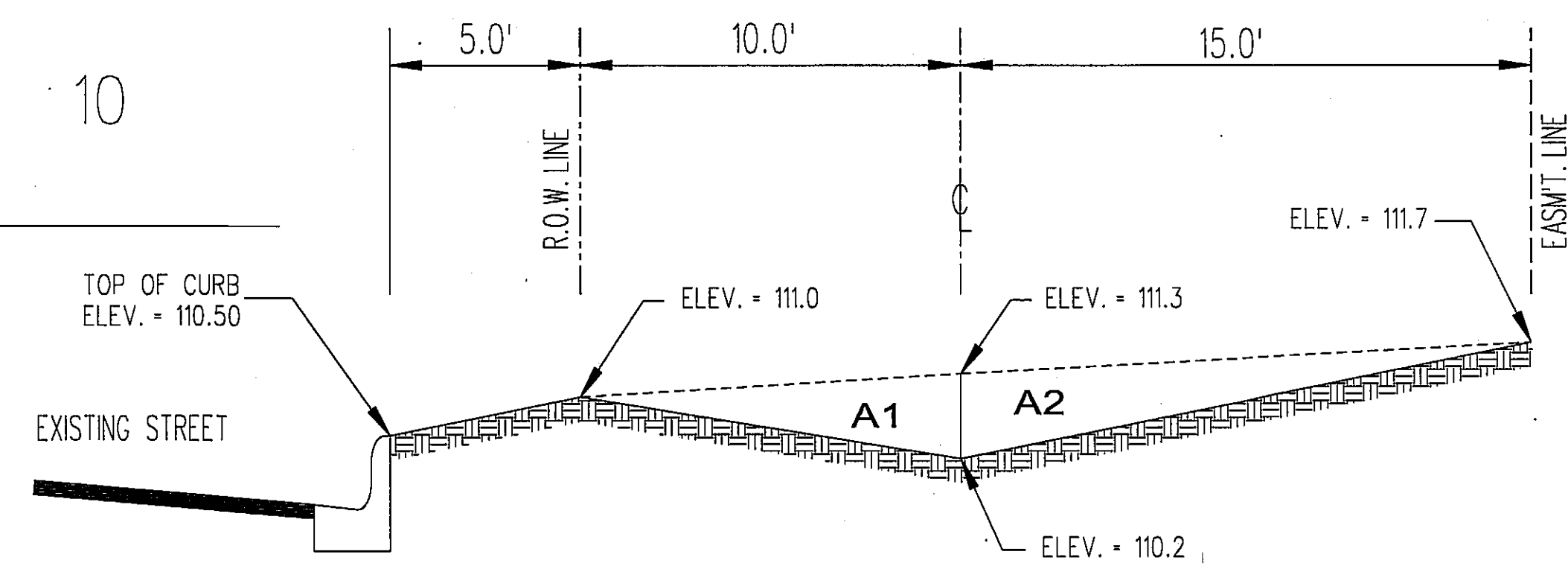
1 SHEET
OF 1



LEGEND:
F₁ - FOUND 3/4" IRON PIPE
F - FOUND 1/2" IRON ROD
S - CONCRETE NAIL
SCALE: 1" = 30'

$$\begin{aligned} A1 &= \frac{1}{2} (b \times h) \\ &= \frac{1}{2} (10\text{ft} \times 1.1\text{ft}) \\ &= 5.5 \text{ ft}^2 \\ CF &= 5.5 \text{ ft}^2 \times 70.0 \text{ ft} \\ &= 385 \text{ ft}^3 \\ A2 &= \frac{1}{2} (b \times h) \\ &= \frac{1}{2} (15\text{ft} \times 1.1\text{ft}) \\ &= 8.25 \text{ ft}^2 \\ CF &= 8.25 \text{ ft}^2 \times 70.0 \text{ ft} \\ &= 577.5 \text{ ft}^3 \end{aligned}$$

TOTAL DETENTION = 962.5 ft.³



DETENTION AREA DETAIL

N.T.S.



Pharr

Development Services



Anaisa Licerio, Planner II
Development Services
118 South Cage Blvd.
Pharr TX, 78577
anaisa.licerio@pharr-tx.gov
www.pharr-tx.gov
Office location: 1 Floor City Hall
Phone (956) 402-4242 Fax (956) 702-5369

To: Pablo Soto Jr., P.E.
From: Anaisa Licerio, Planner II
Date: 08/31/2022
Re: **Leeland Heights Estates Subdivision – (Staff review Comments 08-30-2022)**

Below are the following comments by staff for the above mentioned subdivision:

GENERAL PLAT NOTE:

1. Must verify and correct acreage to coincide plat map, legal description, and metes and bounds.
2. Location map must call out the proposed subdivision site.
3. Plat note #5, must verify and correct benchmark location.
4. Verify spacing along all the dedication blocks.
5. Must revise drainage easement to call out of detention area.
6. Staff plat notes are attached comments.

FIRE DEPARTMENT:

1. In compliance.

PUBLIC UTILITIES WATER & SEWER:

1. See attach comments.

PUBLIC WORKS:

1. See attach comments.

ENGINEERING DEPARTMENT:

1. See attach comments.



118 S. Cage Blvd. 3rd Floor
Pharr, Texas 78577

Phone: (956) 402-4400 Fax; (956) 475-3433

Subdivision: LEELAND HEIGHTS ESTATES SUBD. STAFF REVIEW

Reviewed by: DAGO SOTO
2022

September 8,

1. All designed waterlines shall be a minimum of eight (8) inches for residential and eight-twelve (8-12) inches in diameter for commercial and twelve (12) inches or better for industrial areas, unless fire flow requires larger lines for commercial areas.
2. All designed waterlines shall be looped on a Fire Department approved water main (Utilities shall be in place including fire hydrants before any construction above the slab).
3. Fire hydrant shall be installed at a maximum of 300 feet intervals in any mercantile district and every 600 feet in residential areas and shall be **FACTORY YELLOW** from the manufacture with a minimum arrangement being so as to have a hydrant available for distribution to hose to any portion of any building in the premises at distances not exceeding 400 feet, but in no case shall hose lengths be greater than 400 feet. The distance shall be measured on a roadway surface meeting the Fire Department access requirements of 503.1 International Fire Code 2012. Preferably Mueller Brand Fire Hydrant or equivalent.
4. All premises where building or portions of building are located more than 300 feet from a main street fire hydrant system shall be provided with approved on-site fire hydrant(s) and water mains capable of supplying adequate fire flow, approved by the Fire Officials.
5. Shall meet the Fire Flow rate of 20 psi of residual pressure for firefighting.
6. Street names shall be provided prior to or during the pre-construction meeting for review and approval. No street name shall be duplicated within the City of Pharr and its E.T.J. alignment of new streets with existing streets shall take precedence over new street name assignment.
7. During construction, when combustibles are brought on the site in such quantities as deemed hazardous by the Fire Official, access roads and a suitable temporary supply of water acceptable to the Fire Department shall be provided and maintained.
8. A \$25.00 fee for each **BLUE MARKER** to be affixed on pavement by city to indicate location of the fire hydrant. **FIRE HYDRANT COLOR MUST BE FACTORY YELLOW FROM MANUFACTURE PRIOR TO INSTALLATION.**
9. Contractor testing waterlines shall dispose highly chlorinated water (Hazardous Waste).
10. Fire lanes must be painted **RED**: 15 feet on each side of hydrant (total of 30 feet). *With lettering at least 3 inches tall (FIRE LANE – TOW AWAY ZONE).
11. Any new subdivision with GATED COMMUNITY SECURITY SYSTEMS must obtain the Fire

Department approved Knox Box Switch – Rapid Entry System made by the Knox Company (phone: 800-552-5669 * fax: 949-623-4647) or an approved Fire Department siren system before subdivision's final approval of 503.5 in International Fire Code 2012; where security gates are installed, with a minimum of 20 feet (6096 mm) clearance shall be maintained and a means for emergency operations shall be provided and maintained as approved by the Fire Official.

12. Designed fire lanes or roads deemed necessary for Fire Department access by the Fire Official shall be established and maintained in an operable condition. 503.1 International Fire Code 2012; all weather surfaces must be in place before any final inspection is approved. Facilities, buildings or portions of buildings hereafter constructed shall be accessible to the department apparatus by the way of an approved fire apparatus access road with an asphalt, or concrete driving surface capable of supporting the imposed load of fire apparatus weighing at least 75,000 pounds.
13. Access road width with hydrant; where a fire hydrant is located on a fire apparatus access road, the minimum road width shall be 26 feet, exclusive of shoulders.
14. All water valves (hydrant and main) shall be open prior to final inspection.
15. Public Utilities personnel must be advised prior to opening and closing existing water valves.
16. Must meet City of Pharr Standards Manual Construction & Development Guide.

Additional Comments:

- 1. SUBDIVISION WAS FOUND TO BE WITH IN REASONABLE COMPLIANCE.**

STAFF REVIEW MEETING FOR: *LEELAND HEIGHTS ESTATES SUBDIVISION*

COMMENTS: **Initials:** J.R. / O.D.L. **AUGUST 30, 2022**

WATER:

- Ok as proposed
- Water service exist it will be required to relocate if necessary
- Follow City of Pharr Construction Standards Manual

SEWER:

- Ok as proposed
- Sanitary sewers exist it will be required to relocate if necessary
- Follow City of Pharr Construction Standards Manual

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

Print Name:_____

Signature:_____

Date:_____



SUBDIVISION REVIEW COMMENTS

PHARR ENGINEERING • 118 S. CAGE BLVD., 1ST FLOOR • PHARR, TX 78577 • 956.402.4221

SUBDIVISION: Leeland Heights Estates **DATE:** September 1, 2022
Subdivision

REVIEW: Preliminary (comments plans dated 8-19-2022)

PLAT

1. Change detention easement call out to say detention area.

SITE PLAN

DRAINAGE

1. Drainage plan to be reviewed and approved at building permit stage.

CONSTRUCTION SCHEDULE

- The contractor shall provide a construction schedule for the above-mentioned subdivision.

CLOSEOUT DOCUMENTS

- All As-builts must have the following requirements:
 - As-builts must reflect current field changes. Mark all field changes as existing.
 - Must be Geo referenced, and in an AUTOCAD file.
 - Submit a physical and electronic copy (USB or CD).

ADDITIONAL COMMENTS



Pharr Public Works



Staff Review Meeting
Leeland Heights Estates
220 North Sugar Road
Pharr Tx, 78577

DATE: 08/10/2022

0.48 Acres

Plat Notes:

- No comments

General Notes:

- Show and Attach Erosion & Sediment Control Layout with BMP details.



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 6.L.5.

DATE SUBMITTED: September 14, 2022

MEETING DATE: September 19, 2022

FROM: Kimberly Mendoza, Development Services Director

DEPARTMENT: Development Services

DIRECTOR: Kimberly Mendoza

Agenda Item: Quintanilla, Headley and Associates, Inc., representing Eduardo Cantu, Vice President of Esponjas Development, LTD., is requesting preliminary and final plat approval of the proposed Vacate and Plat of Maria Elise Estates Subdivision. The property is legally described as being an 18.07 acre tract of land being all of Lots 1 through 74 and all of the 50 foot street rights-of-way, Maria Elise Estates Subdivision. The property is located within the 700 Block of East Owassa Road. SUB#210618. **This item supports EV - Economic Vitality.**

Classification: Regular

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

Issue: Quintanilla, Headley and Associates, Inc., representing Eduardo Cantu, Vice President of Esponjas Development, LTD., is requesting preliminary and final plat approval of the proposed Vacate and Plat of Maria Elise Estates Subdivision.

Fiscal Consideration: n/a

Staff Recommendation: Development Services recommends preliminary and final plat approval of the proposed Vacate and Plat of Maria Elise Estates Subdivision subject to the listed conditions.

At the Planning and Zoning Commission meeting of September 12, 2022, the Board voted unanimously to approve the preliminary and final plat of the proposed Vacate and Plat of Maria Elise Estates Subdivision.

Alternatives: n/a

Exclude Material from Public Packet? No

Reason: n/a

ROUTING:

Kimberly Mendoza

Patricia Rigney

Kimberly Mendoza

City Management Office

Created/Initiated - 9/14/2022

Approved - 9/14/2022

Approved - 9/14/2022

Final Approval - 9/16/2022



MEMORANDUM

DATE: MONDAY, SEPTEMBER 19, 2022

TO: MAYOR AND CITY COMMISSION

FROM: KIMBERLY MENDOZA, DIRECTOR DEVELOPMENT SERVICES

THROUGH: ANALI ALANIS, INTERIM CITY MANAGER

SUBJECT: VACATE AND PLAT OF MARIA ELISE ESTATES SUBDIVISION FILE NO. SUB#210618
--

GENERAL INFORMATION:

APPLICANT: Quintanilla, Headley and Associates, Inc., representing Eduardo Cantu, Vice President of Esponjas Development, LTD., is requesting preliminary and final plat approval of the proposed Vacate and Plat of Maria Elise Estates Subdivision

LEGAL DESCRIPTION: The property is legally described as being a 18.07 acre tract of land being all of Lots 1 through 74 and all of the 50 foot street rights!of way, Maria Elise Estates Subdivision, Pharr, Hidalgo County, Texas.

LOCATION: The property is located within the 700 Block of East Owassa Road.

ZONING: The property is currently zoned Single-Family Residential District (R-1). The adjacent zones are city limits to the north, Limited Industrial District (L-I) to the east, Single-Family Residential District (R-1) to the south and Agricultural and/or Open Space District (A-O) and Limited Industrial District (L-I)to the west. The property is designated for industrial use in the Land Use Plan.

PROPERTY PROPOSED USE: Existing single-family residential subdivision.

VARIANCES: None requested.

RECOMMENDATIONS: Development Services recommends preliminary and final plat approval of the proposed Vacate and Plat of Maria Elise Estates Subdivision subject to the following conditions:

**STREETS, PAVING
AND R.O.W.:** 1. In compliance.

EASEMENTS: 1. Shall provide a 15' exclusive easement to City of Pharr,
for sewer lines.

**SIDEWALK:
ADA:** 1. In compliance.

FIRE PROTECTION: 1. In compliance.

WATER: 1. In compliance.

SEWER: 1. In compliance.

DRAINAGE: 1. In compliance.

OTHER: 1. In compliance.

**PLANNING AND
ZONING
COMMISSION:** The Planning and Zoning Commission voted unanimously to approve the preliminary and final plat of the proposed Vacate and Plat of Maria Elise Estates Subdivision.

VACATING PLAT OF MARIA ELISE ESTATES

A 20.00 ACRE TRACT OF LAND OUT OF LOT 78, KELLY-PHARR SUBDIVISION, HIDALGO COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN VOLUME 3, PAGES 133 AND 134, DEED RECORDS, HIDALGO COUNTY, TEXAS, AND ACCORDING TO CORRECTION GENERAL WARRANTY DEED RECORDED UNDER COUNTY CLERK'S DOCUMENT NUMBER 2835475, OFFICIAL RECORDS, HIDALGO COUNTY, TEXAS.

METES AND BOUNDS

A 20.00 ACRE TRACT OF LAND OUT OF LOT 78, KELLY-PHARR SUBDIVISION, HIDALGO COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN VOLUME 3, PAGES 133 AND 134, DEED RECORDS, HIDALGO COUNTY, TEXAS, AND ACCORDING TO CORRECTION GENERAL WARRANTY DEED RECORDED UNDER COUNTY CLERK'S DOCUMENT NUMBER 2835475, OFFICIAL RECORDS, HIDALGO COUNTY, TEXAS, REFERENCE TO WHICH IS HERE MADE FOR ALL PURPOSES AND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING AT A COTTON PICKER SPINDLE SET AT THE INTERSECTION OF THE CENTERLINES OF OWASSA ROAD AND FIR STREET FOR THE NORTHEAST CORNER OF LOT 78 AND THE NORTHEAST CORNER OF THIS TRACT.

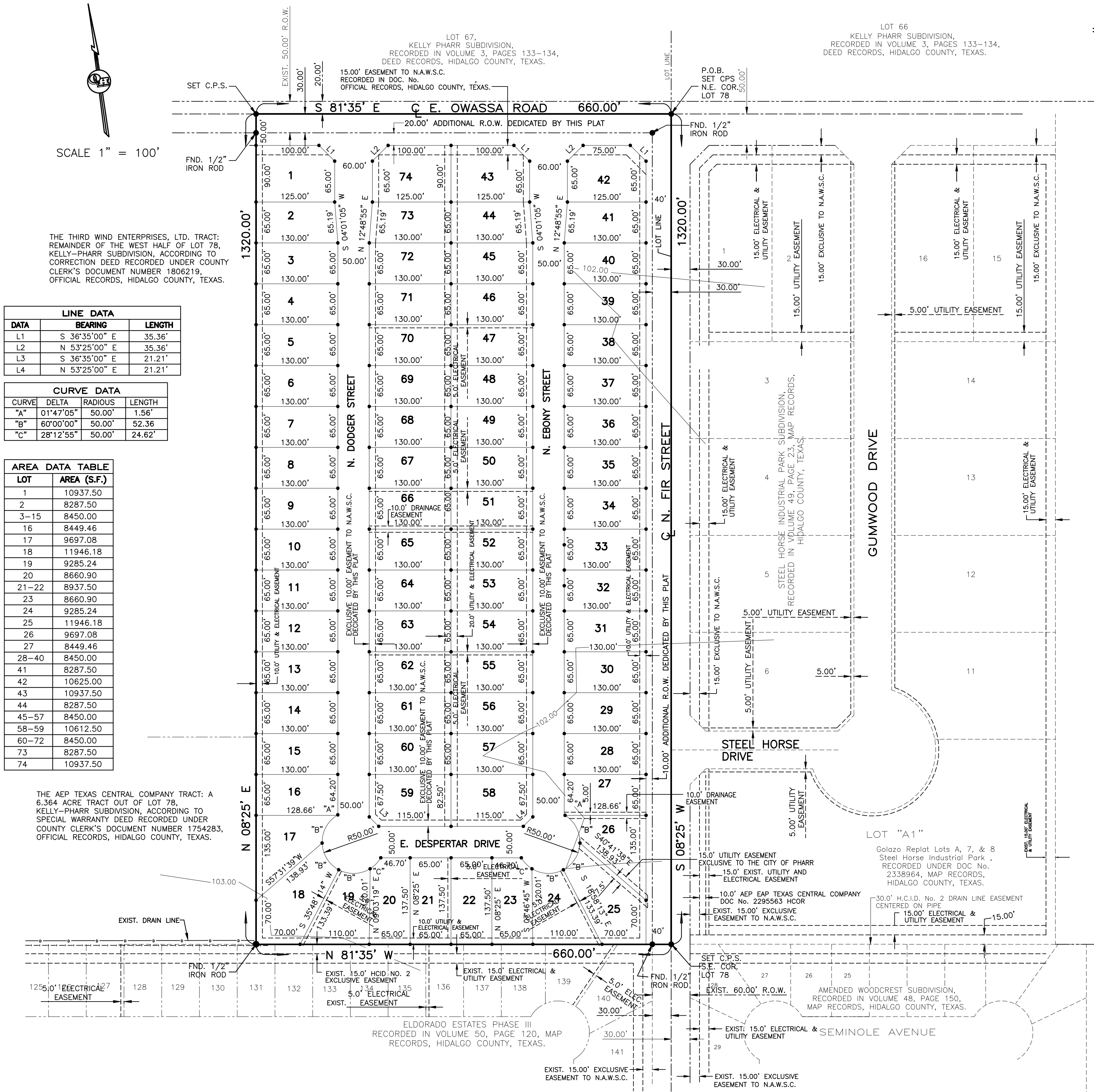
THENCE: S 08°25' W, ALONG THE EAST LINE OF LOT 78, AND THE CENTERLINE OF FIR STREET, PASSING AT 30.00 FEET THE SOUTH RIGHT OF WAY LINE OF OWASSA ROAD, A TOTAL DISTANCE OF 1,320.00 FEET TO A COTTON PICKER SPINDLE SET FOR THE SOUTHEAST CORNER OF LOT 78 AND THE SOUTHEAST CORNER OF THIS TRACT.

THENCE: N 81°35' W, ALONG THE SOUTH LINE OF LOT 78, PASSING A 1/2" IRON ROD FOUND AT 30.00 FEET FOR THE WEST CORNER OF THE AEP TEXAS CENTRAL COMPANY TRACT (A 6.364 ACRE TRACT OUT OF LOT 78, KELLY-PHARR SUBDIVISION, ACCORDING TO SPECIAL WARRANTY DEED RECORDED UNDER COUNTY CLERK'S DOCUMENT NUMBER 1754283, OFFICIAL RECORDS, HIDALGO COUNTY, TEXAS) AND THE SOUTHWEST CORNER OF THIS TRACT.

THENCE: N 08°25' E, ALONG THE EAST LINE OF THE AEP TEXAS CENTRAL COMPANY TRACT, AND THE EAST LINE OF THE THIRD WIND ENTERPRISES, LTD. TRACT (REMAINDER OF THE WEST HALF OF LOT 78, KELLY-PHARR SUBDIVISION, ACCORDING TO CORRECTION DEED RECORDED UNDER COUNTY CLERK'S DOCUMENT NUMBER 1806219, OFFICIAL RECORDS, HIDALGO COUNTY, TEXAS), PASSING A 1/2" IRON ROD FOUND AT 1,290.00 FEET FOR THE SOUTH RIGHT OF WAY LINE OF OWASSA ROAD, A TOTAL DISTANCE OF 1,320.00 FEET TO A COTTON PICKER SPINDLE SET ON THE NORTH LINE OF LOT 78 AND IN THE CENTERLINE OF OWASSA ROAD FOR THE NORTHEAST CORNER OF THE THIRD WIND ENTERPRISES, LTD. TRACT AND THE NORTHWEST CORNER OF THIS TRACT.

THENCE: S 81°35' E, ALONG THE NORTH LINE OF LOT 78, AND THE CENTERLINE OF OWASSA ROAD, A DISTANCE OF 660.00 FEET TO THE POINT OF BEGINNING AND CONTAINING 20.00 ACRES OF LAND MORE OR LESS.

BEARINGS ARE IN ACCORDANCE WITH STEEL HORSE INDUSTRIAL PARK SUBDIVISION, RECORDED IN VOLUME 49, PAGE 23, MAP RECORDS, HIDALGO COUNTY, TEXAS, AND WITH STEEL HORSE INDUSTRIAL PARK SUBDIVISION, RECORDED IN VOLUME 49, PAGE 23, MAP RECORDS, HIDALGO COUNTY, TEXAS.



LINE DATA		
DATA	BEARING	LENGTH
L1	S 36°35'00" E	35.36'
L2	N 53°25'00" E	35.36'
L3	S 36°35'00" E	21.21'
L4	N 53°25'00" E	21.21'

CURVE DATA			
CURVE	DELTA	RADIUS	LENGTH
"A"	01°47'05"	50.00'	1.56'
"B"	60°00'00"	50.00'	52.36'
"C"	28°12'55"	50.00'	24.62'

AREA DATA TABLE	
LOT	AREA (S.F.)
1	10937.50
2	8287.50
3-15	8450.00
16	8449.46
17	9697.08
18	11946.18
19	9285.24
20	8660.90
21-22	8937.50
23	8660.90
24	9285.24
25	11946.18
26	9697.08
27	8449.46
28-40	8450.00
41	8287.50
42	10625.00
43	10937.50
44	8287.50
45-57	8450.00
58-59	10612.50
60-72	8450.00
73	8287.50
74	10937.50

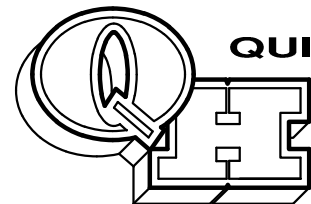
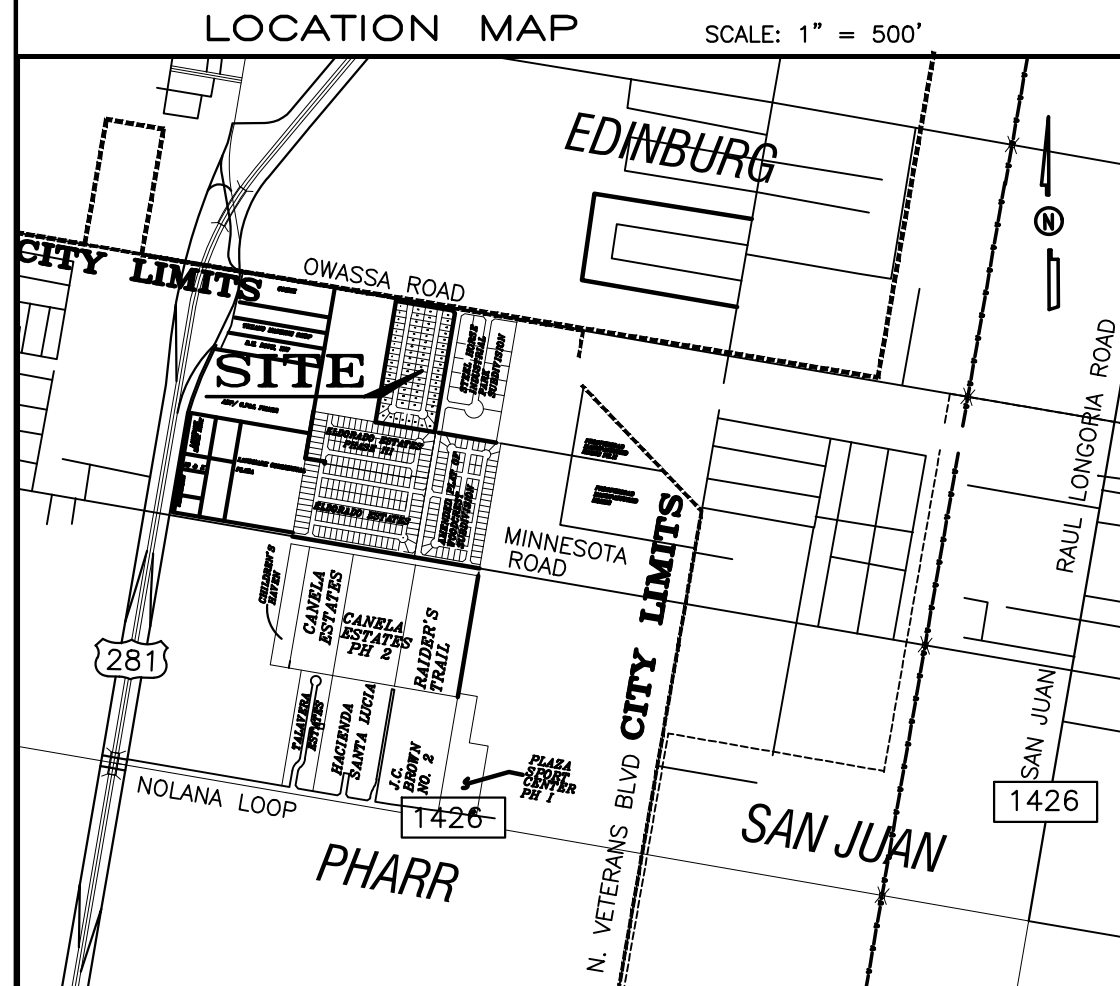
THE AEP TEXAS CENTRAL COMPANY TRACT: A 6.364 ACRE TRACT OUT OF LOT 78, KELLY-PHARR SUBDIVISION, ACCORDING TO SPECIAL WARRANTY DEED RECORDED UNDER COUNTY CLERK'S DOCUMENT NUMBER 1754283, OFFICIAL RECORDS, HIDALGO COUNTY, TEXAS.

Lot "A1"
Golazo Replat Lots A, 7, & 8
Steel Horse Industrial Park,
RECORDED UNDER DOC. No.
233894, MAP RECORDS,
HIDALGO COUNTY, TEXAS.

GENERAL NOTES:

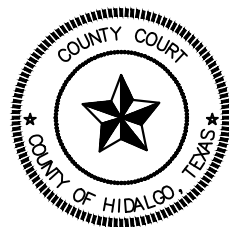
- FLOOD ZONE DESIGNATION: ZONE "B"
AREAS BETWEEN LIMITS OF THE 100-YEAR FLOOD AND 500-YEAR; OR CERTAIN AREAS SUBJECT TO 100-YEAR FLOODING WITH AVERAGE DEPTHS LESS THAN (1) FOOT OR WHERE THE CONTRIBUTING DRAINAGE AREA IS LESS THAN ONE SQUARE MILE, OR AREAS PROTECTED BY LEVEES FROM THE BASE FLOOD. (MEDIUM SHADING).
C.P.N. 480334 0425 C
MAP REVISED: NOVEMBER 16, 1982
LOMR-F FOR LOTS 17-25 HAS BEEN APPROVED BY FEMA TO CHANGE THEIR FLOOD ZONE DESIGNATION FROM ZONE "AH" TO ZONE "B"
LETTER OF MAP REVISION BASED ON FILL (LOMR-F) APPROVED BY FEMA ON APRIL 5, 2018. CASE NO. 18-06-1575A
- MINIMUM FINISH FLOOR ELEVATION: 18" ABOVE TOP OF CURB AT FRONT CENTER OF LOT.
- LEGEND: ● - DENOTES 1/2" IRON ROD SET UNLESS OTHERWISE NOTED.
- ENFORCEMENT OF ALL PLAT NOTES AND DEDICATIONS SHALL BE THE RESPONSIBILITY OF THE AGENCY OR ENTITY TO WHOM THE DEDICATIONS IS GRANTED

- BUILDING SETBACK LINES AS PER CITY ORDINANCE
- A 5' SIDEWALK BEHIND THE BACK OF CURB WITH ADA RAMPS AND LANDINGS ALONG THE FRONT OF RESIDENTIAL LOTS WILL BE REQUIRED AT THE TIME ISSUANCE OF A BUILDING PERMIT.
- NO BUILDING OR STRUCTURES SHALL BE CONSTRUCTED OVER ANY EASEMENT.
- BENCHMARK No. 1 ELEV.= 104.04(NORTHING=18614974.217 - EASTING=1093872.455) FOUND NEAR THE NORTH EAST CORNER OF STEEL HORSE SUBDIVISION, NAVD 88 DATUM. REFERENCE TO BENCHMARK # 62 FROM CITY OF PHARR.
- ADDITIONAL FIRE PROTECTION MAY BE REQUIRED DURING THE PLAN REVIEW PHASE IN ORDER TO PROVIDE ANY ADDITIONAL FIRE PROTECTION REQUIREMENTS.
- A 5-FT ADA COMPLIANT SIDEWALK WILL BE REQUIRED ALONG E. OWASSA RD. AND N. FIR ST. AT SUBDIVISION CONSTRUCTION STAGE
- LANDSCAPING AS PER CITY OF PHARR ORDINANCE
- EROSION SEDIMENT CONTROL DURING CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE CURRENT TEXAS POLLUTION DISCHARGE ELIMINATION SYSTEM (TPDES)
- DEVELOPER TO CONSTRUCT FENCE FOR LOTS ABUTTING/FRONTING ANY DRAIN DITCH REGARDLESS OF WHO OWNS IT.



QUINTANILLA, HEADLEY AND ASSOCIATES, INC.

CONSULTING ENGINEERS • LAND SURVEYORS
124 E. STUBBS ST. PHONE 956-381-6480
EDINBURG, TEXAS 78539 FAX 956-381-0527
REGISTRATION NUMBER F-1513 Office@qha-eng.com
SURVEYING REGISTRATION NUMBER 100411-00

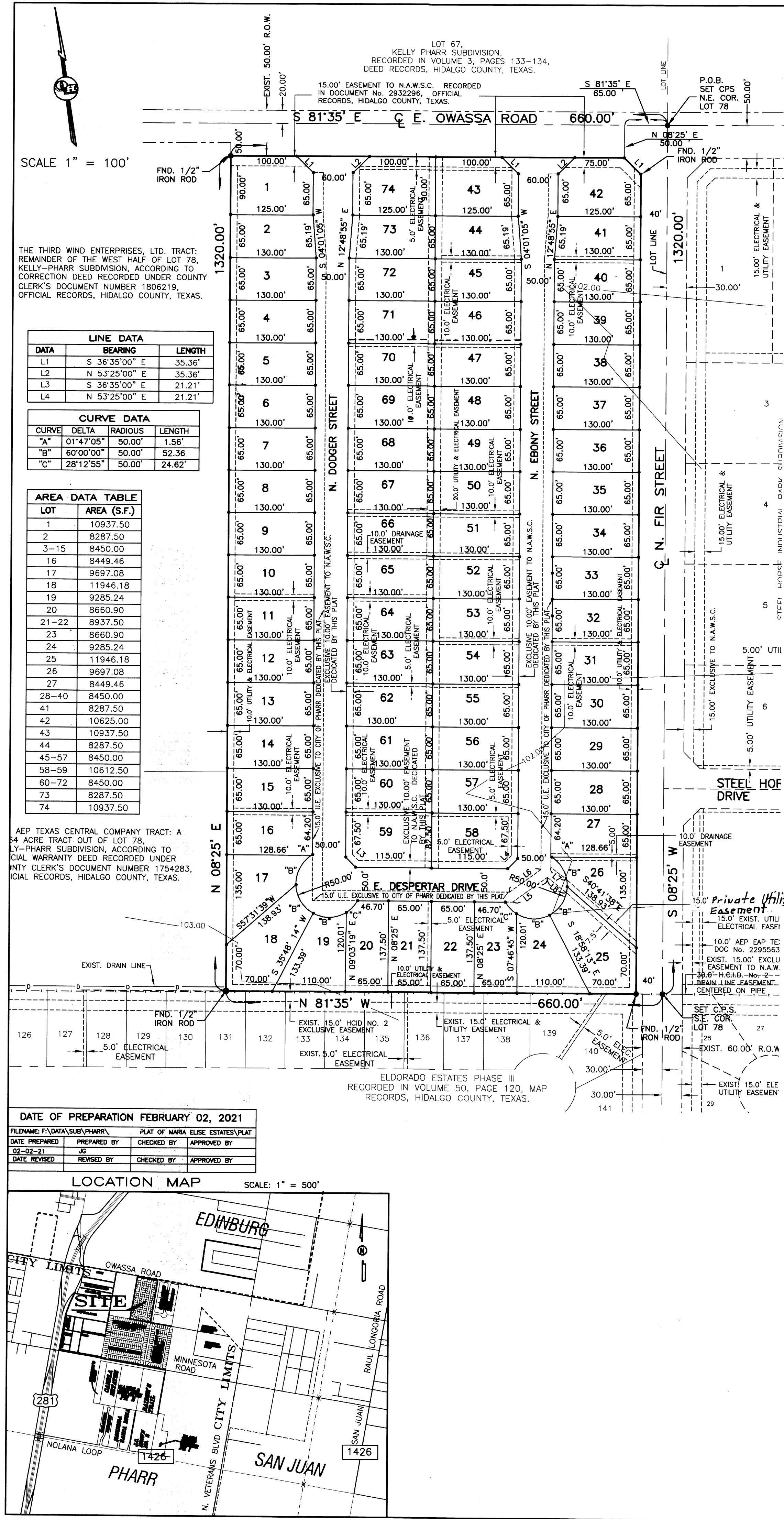


FILED FOR RECORD IN
HIDALGO COUNTY
ARTURO GUAJARDO, JR.
HIDALGO COUNTY CLERK

ON: _____ AT _____ AM/PM
INSTRUMENT NUMBER
OF THE MAP RECORDS OF HIDALGO COUNTY, TEXAS

BY: _____ DEPUTY

DATE OF PREPARATION JUNE 6, 2017			
FILENAME: F:\DATA\SUB\PHARR\MARIA ELISE ESTATES\PLAT			
DATE PREPARED	PREPARED BY	CHECKED BY	APPROVED BY
6-6-17	LG		
DATE REVISED	REVISED BY	CHECKED BY	APPROVED BY
7-12-17	M. GONZALEZ		



THE THIRD WIND ENTERPRISES, LTD. TRACT: REMAINDER OF THE WEST HALF OF LOT 78, KELLY-PHARR SUBDIVISION, ACCORDING TO CORRECTION DEED RECORDED UNDER COUNTY CLERK'S DOCUMENT NUMBER 1806219, OFFICIAL RECORDS, HIDALGO COUNTY, TEXAS.

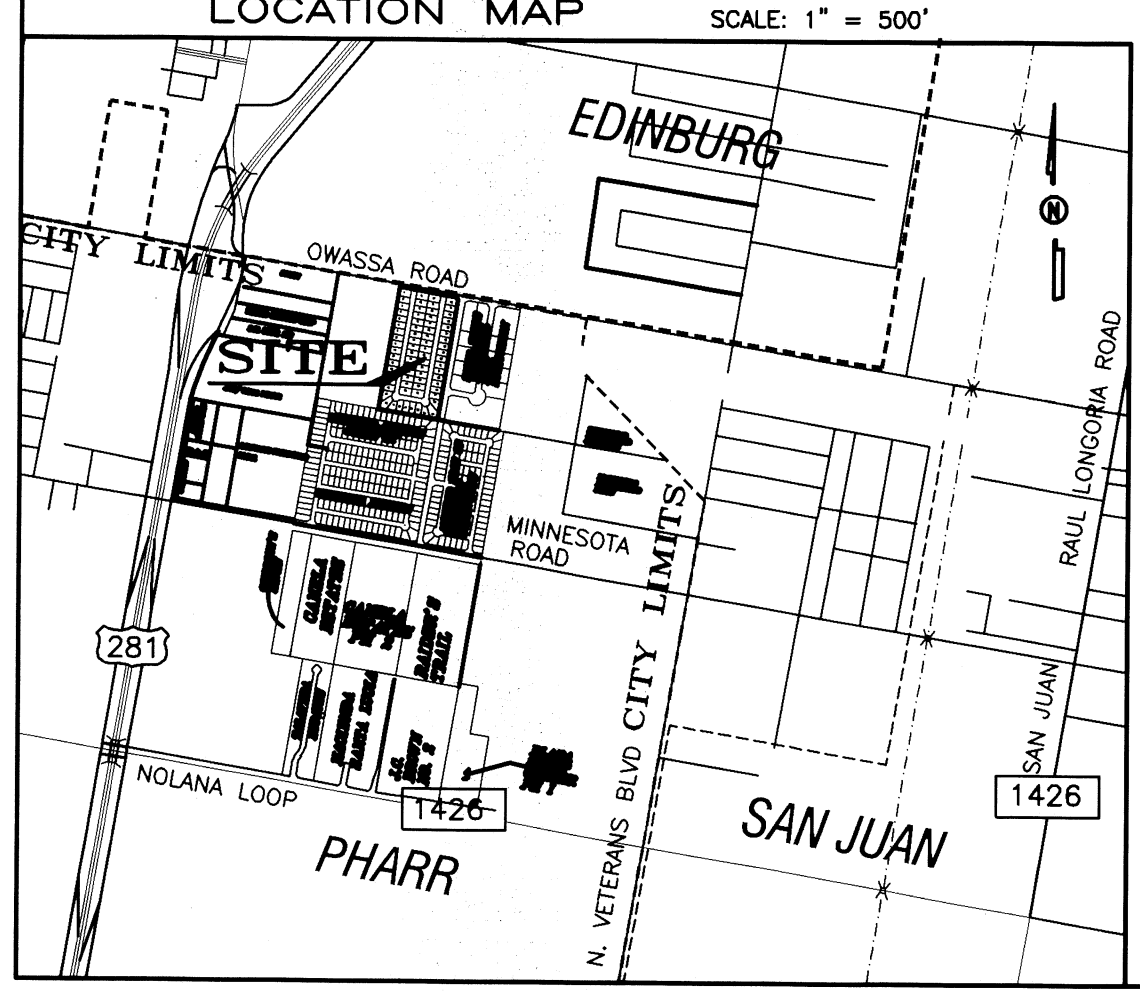
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43	10937.50
44	8287.50
45-57	8450.00
58-59	10612.50
60-72	8450.00
73	8287.50
74	10937.50

AEP TEXAS CENTRAL COMPANY TRACT: A 54 ACRE TRACT OUT OF LOT 78, KELLY-PHARR SUBDIVISION, ACCORDING TO CORRECTION DEED RECORDED UNDER COUNTY CLERK'S DOCUMENT NUMBER 1754283, OFFICIAL RECORDS, HIDALGO COUNTY, TEXAS.

DATE OF PREPARATION FEBRUARY 02, 2021			
FILE NAME	DATE	PREPARED BY	APPROVED BY
PLAT OF MARIA ELISE ESTATES	02-02-21	ALFONSO QUINTANILLA	ALFONSO QUINTANILLA
DATE REVISION	REVISION	CHECKED BY	APPROVED BY



PLAT OF MARIA ELISE ESTATES

A 18.07 ACRE TRACT OF LAND BEING ALL OF THE WEST 40.00 FOOT RIGHT OF WAY OF N. FIR STREET, ALL OF THE SOUTH 50.00 FOOT RIGHT OF WAY OF E. OWASSA ROAD, ALL OF LOTS 1 THROUGH 74 AND ALL OF THE 50.00 FOOT STREET RIGHT OF WAYS, MARIA ELISE ESTATES, HIDALGO COUNTY, TEXAS, ACCORDING TO MAP OR PLAT THEREOF RECORDED UNDER INSTRUMENT NUMBER 2947626, MAP RECORDS, HIDALGO COUNTY, TEXAS, AND ACCORDING TO CORRECTION GENERAL WARRANTY DEED RECORDED UNDER COUNTY CLERK'S DOCUMENT NUMBER 2835475, OFFICIAL RECORDS, HIDALGO COUNTY, TEXAS.

METES AND BOUNDS

A 18.07 ACRE TRACT OF LAND BEING ALL OF LOTS 1 THROUGH 74, ALL OF THE 50.00 FOOT STREET RIGHT OF WAYS, MARIA ELISE ESTATES, HIDALGO COUNTY, TEXAS, ACCORDING TO MAP OR PLAT THEREOF RECORDED UNDER INSTRUMENT NUMBER 2947626, MAP RECORDS, HIDALGO COUNTY, TEXAS AND ACCORDING TO CORRECTION GENERAL WARRANTY DEED RECORDED UNDER COUNTY CLERK'S DOCUMENT NUMBER 2835475, OFFICIAL RECORDS, HIDALGO COUNTY, TEXAS.

BEGINNING AT A IRON ROD WITH CAP STAMPED RPLS 4856 FOUND ON THE NORTHEAST CORNER OF LOT 42, MARIA ELISE ESTATES (ACCORDING TO MAP OR PLAT RECORDED UNDER INSTRUMENT NUMBER 2947626, MAP RECORDS, HIDALGO COUNTY, TEXAS) AND THE SOUTH RIGHT OF WAY LINE OF E. OWASSA ROAD, SAID ROD BEARS N 08°25' E, 50.00 FEET AND S 81°35' E, 65.00 FEET TO A COTTON PICKER SPINDLE FOUND AT THE INTERSECTION OF THE CENTERLINES OF E. OWASSA ROAD AND N. FIR STREET FOR THE NORTHEAST CORNER OF LOT 78, KELLY-PHARR SUBDIVISION (ACCORDING TO MAP OR PLAT RECORDED IN VOLUME 3, PAGE 133-134, DEED RECORDS, HIDALGO COUNTY, TEXAS).

THENCE: S 36°35' E, A DISTANCE OF 36.36 FEET TO AN IRON ROD FOUND FOR AN EXTERIOR CORNER OF THIS TRACT.

THENCE: S 08°25' W, ALONG THE EAST LINE OF MARIA ELISE ESTATES, PARALLEL TO THE EAST LINE OF LOT 78 AND ALONG THE WEST RIGHT OF WAY LINE OF N. FIR STREET, A TOTAL DISTANCE OF 1,244.88 FEET TO AN IRON ROD WITH CAP STAMPED RPLS 4856 FOUND ON AN EXTERIOR CORNER OF LOT 25, MARIA ELISE ESTATES AND THE SOUTHWEST CORNER OF THIS TRACT.

THENCE: N 81°35' W, ALONG THE SOUTH LINE OF MARIA ELISE ESTATES AND THE SOUTH LINE OF LOT 78, A TOTAL DISTANCE OF 620.00 FEET TO A 1/2" IRON ROD FOUND ON AN EXTERIOR CORNER OF LOT 18, MARIA ELISE ESTATES, THE SOUTHEAST CORNER OF THE AEP TEXAS CENTRAL COMPANY TRACT (A 6.364 ACRE TRACT OUT OF LOT 78, KELLY-PHARR SUBDIVISION, ACCORDING TO CORRECTION DEED RECORDED UNDER COUNTY CLERK'S DOCUMENT NUMBER 1754283, OFFICIAL RECORDS, HIDALGO COUNTY, TEXAS) AND THE SOUTHWEST CORNER OF THIS TRACT.

THENCE: N 08°25' E, ALONG THE WEST LINE OF MARIA ELISE ESTATES, ALONG THE EAST LINE OF THE AEP TEXAS CENTRAL COMPANY TRACT, AND THE EAST LINE OF THE THIRD WIND ENTERPRISES, LTD. TRACT (REMAINDER OF THE WEST HALF OF LOT 78, KELLY-PHARR SUBDIVISION, ACCORDING TO CORRECTION DEED RECORDED UNDER COUNTY CLERK'S DOCUMENT NUMBER 1806219, OFFICIAL RECORDS, HIDALGO COUNTY, TEXAS), A TOTAL DISTANCE OF 1,270.00 FEET TO A IRON ROD CAP STAMPED RPLS 4856 FOUND ON THE NORTHWEST CORNER OF LOT 1, MARIA ELISE ESTATES, THE SOUTH RIGHT OF WAY LINE OF E. OWASSA ROAD, THE NORTHEAST CORNER OF THE THIRD WIND ENTERPRISES, LTD. TRACT AND THE NORTHWEST CORNER OF THIS TRACT.

THENCE: S 81°35' E, ALONG THE NORTH LINE OF MARIA ELISE ESTATES, PARALLEL TO THE NORTH LINE OF LOT 78, AND ALONG THE SOUTH RIGHT OF WAY LINE OF E. OWASSA ROAD, A DISTANCE OF 595.00 FEET TO THE POINT OF BEGINNING AND CONTAINING 18.07 ACRES OF LAND MORE OR LESS.

BEARINGS ARE IN ACCORDANCE WITH STEEL HORSE INDUSTRIAL PARK SUBDIVISION, RECORDED IN VOLUME 49, PAGE 23, MAP RECORDS, HIDALGO COUNTY, TEXAS. ANCE WITH STEEL HORSE INDUSTRIAL PARK SUBDIVISION, RECORDED IN VOLUME 49, PAGE 23, MAP RECORDS, HIDALGO COUNTY, TEXAS.

STATE OF TEXAS
COUNTY OF HIDALGO

I, THE UNDERSIGNED, A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF TEXAS, DO HEREBY CERTIFY THAT THIS PLAT IS TRUE AND CORRECT, AND WAS MADE AND PREPARED FROM AN ACTUAL SURVEY OF THE PROPERTY DONE ON THE GROUND UNDER MY SUPERVISION.

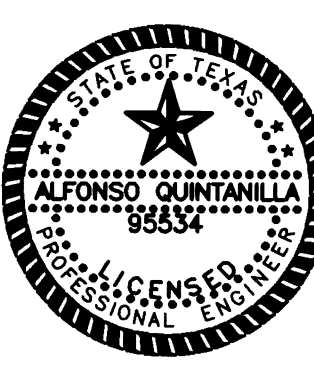


ALFONSO QUINTANILLA
R.P.L.S. No. 4856

JUNE 6, 2017
DATE

STATE OF TEXAS
COUNTY OF HIDALGO

I, THE UNDERSIGNED, A LICENSED PROFESSIONAL ENGINEER IN THE STATE OF TEXAS, DO HEREBY CERTIFY THAT THE PROPER ENGINEERING CONSIDERATIONS HAVE BEEN GIVEN TO THIS PLAT.



ALFONSO QUINTANILLA
P.E. No. 95534

5-3-22
DATE

STATE OF TEXAS COUNTY OF HIDALGO OWNER'S DEDICATION, CERTIFICATION, AND ATTESTATION		
We, THE UNDERSIGNED, LOT 1 THROUGH 74 OWNERS OF THE LAND SHOWN ON THIS PLAT, AND DESIGNATED HEREIN AS THE PLAT OF MARIA ELISE ESTATES SUBDIVISION TO THE CITY OF PHARR AND WHOSE NAME IS SUBSCRIBED HERETO, HEREBY DEDICATE TO THE USE OF THE PUBLIC ALL STREETS, ALLEYS, PARKS, WATER COURSES, DRAINS, EASEMENTS AND PUBLIC PLACES THEREON SHOWN FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED.		
LOT 1 ARNOLD SALAZAR 5807 N DODGER STREET PHARR, TEXAS 78577	LOT 10 SARAH RENEE 5807 N DODGER STREET PHARR, TEXAS 78577	5/19/22 DATE
LOT 11 JOSE EVERARDO SILVA 6003 N DODGER STREET PHARR, TEXAS 78577		5/12/22 DATE
LOT 12 YANESSA YVETTE MARTINEZ 5708 N DODGER STREET PHARR, TEXAS 78577		5/12/22 DATE
LOT 13 DANIEL MARTINEZ 603 E DESPERTAR DR. PHARR, TEXAS 78577	LOT 19 LILIANA ESMERALDA GONZALEZ SALINAS 603 E DESPERTAR DR. PHARR, TEXAS 78577	5/12/22 DATE
LOT 20 KEVIN GUSTAVO PEREZ 5800 N EBONY STREET PHARR, TEXAS 78577	LOT 22 KRISTAL PEREZ 5800 N EBONY STREET PHARR, TEXAS 78577	5/12/22 DATE
LOT 21 EDGAR QUAZ PEREZ 5804 N EBONY STREET PHARR, TEXAS 78577		5/12/22 DATE
LOT 24 ALDO HOMES CONSTRUCTION, LLC 5800 N EBONY STREET PHARR, TEXAS 78577		5/14/22 DATE
LOT 26 THOMAS VIRGIL BRUCE 5808 N EBONY STREET PHARR, TEXAS 78577	LOT 38 PAMELA BRUCE 5808 N EBONY STREET PHARR, TEXAS 78577	5/07/22 DATE
LOT 27 DANIEL TORRES JR. 6003 N EBONY STREET PHARR, TEXAS 78577		5/07/22 DATE
LOT 28 ALONZO REYES III 5800 N EBONY STREET PHARR, TEXAS 78577	LOT 47 BIANCA GARZA 5807 N EBONY STREET PHARR, TEXAS 78577	5/07/22 DATE
LOT 29 VAN TRA HO 5805 N EBONY STREET PHARR, TEXAS 78577	LOT 48 HANG THI PHAN 5805 N EBONY STREET PHARR, TEXAS 78577	5/09/22 DATE
LOT 30 NORA H. BONILLA 5803 N EBONY STREET PHARR, TEXAS 78577		5/07/22 DATE
LOT 31 RICARDO GARCIA 5809 N EBONY STREET PHARR, TEXAS 78577	LOT 51 PERLA GARCIA 5809 N EBONY STREET PHARR, TEXAS 78577	5/07/22 DATE
LOT 32 MICHAEL PARDEE 5805 N EBONY STREET PHARR, TEXAS 78577		5/09/22 DATE
LOT 33 MARTIN AGUIRRE 5801 N EBONY STREET PHARR, TEXAS 78577	LOT 55 MARIA G. AGUIRRE 5801 N EBONY STREET PHARR, TEXAS 78577	5/12/22 DATE
LOT 34 BRYAN EDGAR CONTRERAS 5708 N EBONY STREET PHARR, TEXAS 78577	LOT 56 CYNTHIA K. MENDOZA DE CONTRERAS 5708 N EBONY STREET PHARR, TEXAS 78577	5/11/22 DATE
LOT 35 ANA KAREN GARCIA 5707 N EBONY STREET PHARR, TEXAS 78577	LOT 57 JORDY PEREZ 5707 N EBONY STREET PHARR, TEXAS 78577	5/12/22 DATE
LOT 36 ELIAS ZAKARIA JR. 5806 N DODGER STREET PHARR, TEXAS 78577		5/11/22 DATE
LOT 37 ESPONAS DEVELOPMENT LTD 5808 N DODGER STREET PHARR, TEXAS 78577		5/07/22 DATE
LOT 38 VERONICA FERNANDEZ 5802 N DODGER STREET PHARR, TEXAS 78577	LOT 67 REYNOL CANTU, JR. 5802 N DODGER STREET PHARR, TEXAS 78577	5/07/22 DATE
LOT 39 JAVIER LOZANO 6004 N DODGER STREET PHARR, TEXAS 78577	LOT 73 JENNIFER CRESPO RESTO 6004 N DODGER STREET PHARR, TEXAS 78577	5/07/22 DATE
LOT 74 ROMIL NOCHE 6006 N DODGER STREET PHARR, TEXAS 78577	LOT 74 MELLISA NOCHE 6006 N DODGER STREET PHARR, TEXAS 78577	5/14/22 DATE

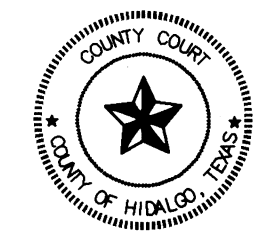
STATE OF TEXAS
COUNTY OF HIDALGO

BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED ALL THE OWNERS OF LOTS 1 THROUGH 74, VACATING PLAT OF MARIA ELISE ESTATES, WHOSE NAME(S) IS (ARE) SUBSCRIBED TO THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE (THEY) EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATIONS THEREIN STATED.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, THIS 14TH DAY OF May 2022

BLANCA E. MARTINEZ
Notary Public, State of Texas
Comm. Expires 01-28-2025
Notary ID 130827444

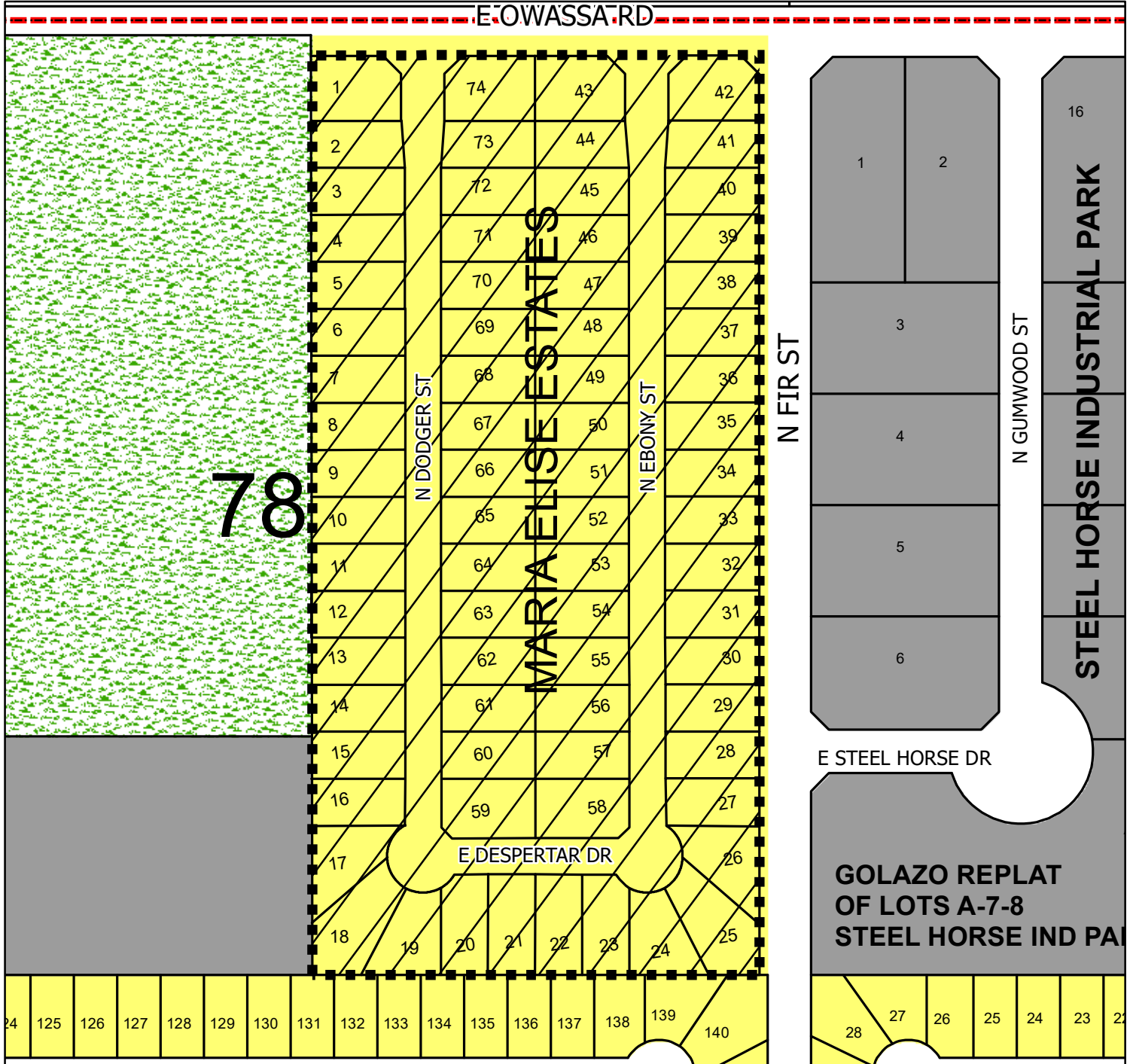
Blanca E. Martinez
BLANCA E. MARTINEZ - NOTARY PUBLIC



FILED FOR RECORD IN
HIDALGO COUNTY
ARTURO GUAJARDO, JR.
HIDALGO COUNTY CLERK

ON: _____ AT _____ AM/PM
INSTRUMENT NUMBER _____
OF THE MAP RECORDS OF HIDALGO COUNTY, TEXAS

BY: _____ DEPUTY



M:\0-Drafting & Mapping\7-GIS\0-Map Requests\09082022 - Maria Elise Estates\Engineering (AmsA) 8.5x11.mxd

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

Zoning

ZONE

- Agricultural Open Space
- Single Family
- Single Family Small Lot

- Residential Multi-Family
- Residential Multi-Family High Density
- Mobile Home
- Townhouse
- HUD Code

- Rail Road R.O.W
- Government Owned
- General Business
- Business District
- Drainage Easement
- Heavy Commercial
- Heavy Industrial
- Limited Industrial
- Neighborhood Commercial
- Office Professional

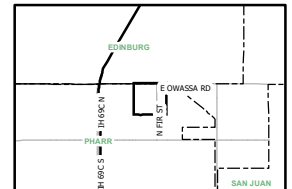
- PSJA ISD
- Hidalgo ISD
- Valley View ISD
- Planned Unit Development



City of Pharr, Texas
Engineering Department
956.402.4242

Date: 9/8/2022

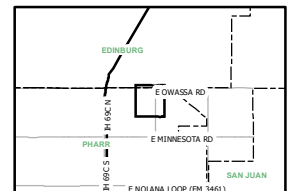
Scale: 1 inch = 200 feet





M:\0-Drafting & Mapping\7-GIS\0-Map Requests\09082022 - Maria Elise Estates\Engineering (AriaA) 8.5x11.mxd

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AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 7.A.

DATE SUBMITTED: September 15, 2022

MEETING DATE: September 19, 2022

FROM: Karla Saavedra, Finance Director

DEPARTMENT: Finance

DIRECTOR: Karla Saavedra

Agenda Item: Consideration and action, if any, on Ordinance adopting and approving budget for year beginning October 1, 2022 ending September 30, 2023 (*Adoption on One Reading*). **This item supports SG - Sound Governance and Fiscal Transparency.**

Classification: Regular

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

Issue: As part of Texas Local Government Code Chapter 102, Cities are required to prepare and adopt an annual budget to cover for proposed expenditures for the succeeding year.

Fiscal Consideration: n/a

Staff Recommendation: To approve

Alternatives: n/a

Exclude Material from Public Packet? No

Reason: n/a

ROUTING:

Karla Saavedra
Patricia Rigney
City Management Office

Created/Initiated - 9/15/2022
Approved - 9/16/2022
Final Approval - 9/16/2022

CITY OF PHARR PROPOSED BUDGET

FOR FISCAL YEAR 2022-2023

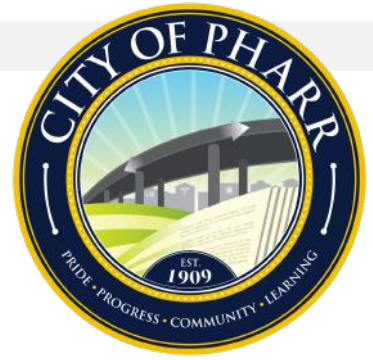


Prepared For:

Pharr Residents

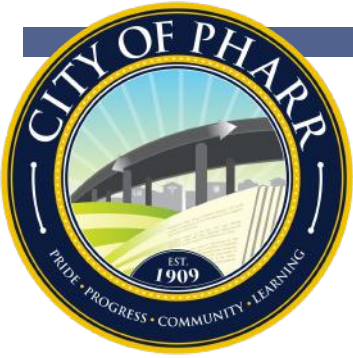


City of Pharr



This budget will raise more total property taxes than last year's budget by \$3,189,794 or 12.65% increase, and of that amount, \$698,209 is tax revenue to be raised from new property added to the tax roll this year.

City of Pharr, TX



BOARD OF COMMISSIONERS



Ambrosio "Amos" Hernandez, MD
Mayor



Eleazar Guajardo
Commissioner Place 1



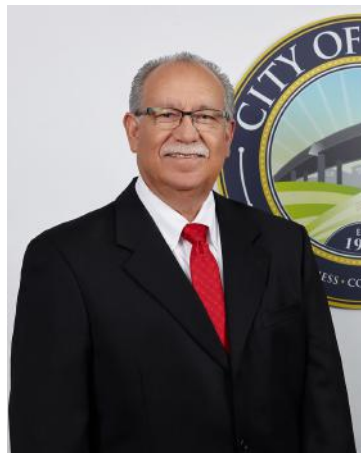
Roberto "Bobby" Carrillo
Commissioner Place 2



Ramiro Caballero, MD
Commissioner Place 3



Daniel Chavez
Commissioner Place 4



Ricardo Medina
Commissioner Place 5



Itza Flores
Commissioner Place 6

General Fund

General Fund is the chief operating fund of the City. All of the City's activities are reported in this fund unless there is a compelling reason to report an activity in some other type of fund.

GENERAL FUND (detailed): The General Fund is the general operating fund of the City. It is used to account for all financial resources traditionally associated with government, except those required to be accounted for in another fund.

GENERAL CONTINGENCY RESERVE: This fund accounts for the fiduciary responsible administration of the City's unreserved fund balance. This fund will be consolidated with the General Fund in the preparation of the City's financial report.

CITY OF PHARR, TX
GENERAL FUND
SUMMARY OF REVENUES AND EXPENDITURES

Description	2020-2021 Actual		2021-2022 Original		2021-2022 Current		2021-2022 Projected		2022-2023 Proposed	
General Tax Revenue	\$	39,230,200	\$	40,857,900	\$	41,957,900	\$	42,438,249	\$	46,715,000
Gross Receipts		2,630,000		2,461,600		2,461,600		2,655,300		2,663,400
Revenue Producing Facilities		4,606,400		5,101,700		5,101,700		4,885,400		5,321,800
Fines and Fees		660,400		635,500		635,500		589,600		767,000
License and Permits		1,076,800		928,100		928,100		1,010,300		1,093,900
Charges for Current Services		444,700		956,000		269,000		256,300		421,000
Debt Proceeds		1,788,000		1,608,000		1,608,000		1,608,000		620,000
Transfers In		9,138,900		16,599,300		11,842,700		11,792,700		12,128,800
Total Revenues	\$	59,575,400	\$	69,148,100	\$	64,804,500	\$	65,235,849	\$	69,730,900
<u>Expenditures</u>										
City Manager's Office	\$	2,548,800	\$	2,142,100	\$	2,306,500	\$	1,793,900	\$	2,518,800
Finance Department		658,700		795,900		813,600		658,600		859,000
Police Department		14,840,000		18,193,900		17,958,800		17,773,200		17,200,500
Purchasing		295,000		323,800		359,000		293,200		360,200
Municipal Court		506,500		626,800		637,600		571,200		639,000
Fire Protection		8,491,000		10,314,100		10,427,400		10,085,800		10,144,200
Code Compliance		-		-		-		-		1,206,600
Street Maintenance		4,379,900		6,441,300		5,795,700		5,035,800		6,435,400
Information Technology		2,067,400		2,750,900		2,775,500		2,869,500		3,610,600
Media		494,800		743,000		768,800		649,000		811,300
Municipal Library		1,425,600		1,615,100		1,728,100		1,492,400		1,719,900
Grants		311,600		503,000		509,000		472,800		516,200
Parks & Recreation		5,444,400		6,782,500		7,131,800		6,806,500		7,083,200
OSE		122,900		496,400		499,000		467,000		493,400
Legal		-		844,800		967,400		882,600		1,023,200
Communications		2,280,400		3,134,200		2,910,600		2,669,500		3,046,000
Human Resources		745,000		771,000		895,600		784,801		995,000
Planning & Community Development		1,528,200		1,757,000		1,854,400		1,412,700		675,000
Engineering		639,800		894,100		926,100		663,400		984,500
Non-Departmental		11,901,900		10,018,200		11,053,900		11,486,400		9,408,900
Total Expenditures	\$	58,681,900	\$	69,148,100	\$	70,318,800	\$	66,868,301	\$	69,730,900
Net Revenues Over/(Under) Expenditures	\$	893,500	\$	-	\$	(5,514,300)	\$	(1,632,452)	\$	-

CITY OF PHARR, TX

GENERAL FUND SUMMARY OF EXPENDITURES

Department	Description	2020-2021 Actual	2021-2022 Original	2021-2022 Current	2021-2022 Projected	2022-2023 Proposed
10 - City Manager's Office		\$ 2,548,800	\$ 2,142,100	\$ 2,306,500	\$ 1,793,900	\$ 2,518,800
11 - Finance Department		658,700	795,900	813,600	658,600	859,000
12 - Police Department		14,840,000	18,193,900	17,958,800	17,773,200	17,200,500
13 - Purchasing		295,000	323,800	359,000	293,200	360,200
14 - Municipal Court		506,500	626,800	637,600	571,200	639,000
15 - Fire Protection		8,491,000	10,314,100	10,427,400	10,085,800	10,144,200
16- Code Compliance		-	-	-	-	1,206,600
17 - Street Maintenance		4,379,900	6,441,300	5,795,700	5,035,800	6,435,400
18 - Information Technology		2,067,400	2,750,900	2,775,500	2,869,500	3,610,600
19 - Media		494,800	743,000	768,800	649,000	811,300
20 - Municipal Library		1,425,600	1,615,100	1,728,100	1,492,400	1,719,900
21 - Grants		311,600	503,000	509,000	472,800	516,200
22 - Parks & Recreation		5,444,400	6,782,500	7,131,800	6,806,500	7,083,200
23 - OSE		122,900	496,400	499,000	467,000	493,400
24- Legal		-	844,800	967,400	882,600	1,023,200
25 - Communications		2,280,400	3,134,200	2,910,600	2,669,500	3,046,000
26 - Human Resources		745,000	771,000	895,600	784,801	995,000
27 - Planning & Community Development		1,528,200	1,757,000	1,854,400	1,412,700	675,000
28 - Engineering		639,800	894,100	926,100	663,400	984,500
30 - Non-Departmental		11,901,900	10,018,200	11,053,900	11,486,400	9,408,900
Total Expenditures		\$ 58,681,900	\$ 69,148,100	\$ 70,318,800	\$ 66,868,301	\$ 69,730,900
Activity	Department	2020-2021 Actual	2021-2022 Original	2021-2022 Current	2021-2022 Projected	2022-2023 Proposed
1100- Personnel Services		\$ 35,718,700	\$ 42,621,200	\$ 43,687,000	\$ 40,405,688	\$ 44,769,700
2200- Supplies		1,710,300	3,070,600	3,103,900	2,758,799	2,433,400
3300- Maintenance		1,474,900	1,561,700	1,656,700	1,626,600	2,383,500
4400- Rentals		171,100	1,248,700	519,400	492,135	1,339,100
5500- Other Services		3,126,400	5,725,200	5,165,100	4,681,429	5,915,800
6600- Vehicle Maintenance		1,330,300	1,543,500	1,503,500	1,628,550	1,369,600
7700- Debt Service		1,810,200	1,451,000	1,534,800	1,527,800	1,365,900
8800- Capital Outlay		1,438,100	1,908,000	2,094,500	2,260,900	745,000
9900- Transfer Out		4,572,600	3,639,100	4,039,300	3,735,700	1,829,400
9900- Non-Departmental		7,329,300	6,379,100	7,003,900	7,750,700	7,579,500
Total Expenditures		\$ 58,681,900	\$ 69,148,100	\$ 70,308,100	\$ 66,868,301	\$ 69,730,900
	Function	2020-2021 Actual	2021-2022 Original	2021-2022 Current	2021-2022 Projected	2022-2023 Proposed
	General Government	\$ 13,696,500	\$ 15,477,800	\$ 16,755,500	\$ 15,705,301	\$ 18,520,600
	Public Safety	26,117,900	32,269,000	31,934,400	31,099,700	31,029,700
	Highways and Streets	4,379,900	6,441,300	5,795,700	5,035,800	6,435,400
	Health and welfare	3,045,000	2,923,300	2,923,300	2,992,900	3,112,700
	Culture and Recreation	6,870,000	8,397,600	8,859,900	8,298,900	8,803,100
	Transfers Out	4,572,600	3,639,100	4,039,300	3,735,700	1,829,400
Total Expenditures		\$ 58,681,900	\$ 69,148,100	\$ 70,308,100	\$ 66,868,301	\$ 69,730,900

Special Revenue Funds

Special Revenue Funds are used to account for specific revenues that are legally or self restricted to expenditure for particular purposes.

Community Development Fund: This fund accounts for grant revenues that meet the program objectives set forth by the U.S. Department of Housing & Urban Development in providing affordable housing, a suitable and viable living environment and expanding economic opportunities.

Grants Fund: This fund accounts for general grant revenues awarded to the City. Three main departments utilize this fund: Police, Fire and Parks and Recreation.

Hotel/Motel Fund: This fund accounts for revenue from a seven percent tax levied upon the cost of City hotel and motel rooms with a daily rate over \$2. According to state civil statutes, this tax revenue can be used to promote tourism, maintain and repair convention facilities, promote the arts and humanities, or any other purpose directly related to these activities.

Parkland Dedication Fund: This fund accounts for revenue from a seven percent tax levied upon the cost of City hotel and motel rooms with a daily rate over \$2. According to state civil statutes, this tax revenue can be used to promote tourism, maintain and repair convention facilities, promote the arts and humanities, or any other purpose directly related to these activities.

Asset Sharing (Seized Assets): This fund accounts for forfeitures awarded to the City by the federal and state courts and drug enforcement agencies. Revenues are restricted for police supplies and only to be used if general funding is not available.

Paving & Drainage: This fund accounts for fees added to utility bills and is restricted for the purpose of street improvements.

**CITY OF PHARR, TX
COMBINED SPECIAL REVENUE FUNDS
SUMMARY OF REVENUES AND EXPENDITURES**

	ACTUAL 2020-2021	ORIGINAL BUDGET 2021-2022	AMENDED BUDGET 2021-2022	PROJECTED ACTUAL 2021-2022	PROPOSED BUDGET 2022-2023
<u>Revenues</u>					
500 - General Tax Revenue	\$ 681,400	\$ 600,000	\$ 600,000	\$ 675,000	\$ 600,000
560 - Charges for Current Services	1,123,459	1,073,400	1,073,400	1,298,400	1,073,400
560 - Intergovernmental	293,800	120,000	120,000	330,000	120,000
570 - Grants	2,147,156	7,443,300	7,443,300	2,059,000	2,628,700
580 - Others	5,700	22,600	22,450	8,600	7,100
Total Revenues	\$ 4,251,515	\$ 9,259,300	\$ 9,259,150	\$ 4,371,000	\$ 4,429,200
<u>Expenditures</u>					
General government	\$ 1,068,640	\$ 970,000	\$ 970,000	\$ 970,000	\$ 753,700
Public safety	1,844,688	2,766,500	2,766,500	1,210,000	1,850,000
Highways and Streets	-	3,867,800	3,867,800	-	-
Debt Service	401,357	386,700	386,700	386,700	375,000
Transfer Out	747,900	1,645,500	1,645,500	1,645,500	1,645,500
Total Expenditures	\$ 4,062,584	\$ 9,636,500	\$ 9,636,500	\$ 4,212,200	\$ 4,624,200
Net Revenues Over/(Under) Expenditures	\$ 188,931	\$ (377,200)	\$ (377,350)	\$ 158,800	\$ (195,000)

CITY OF PHARR, TX COMMUNITY DEVELOPMENT BLOCK GRANT FUND SUMMARY OF REVENUES AND EXPENDITURES				
ACTUAL 2020-2021	ORIGINAL BUDGET 2021-2022	AMENDED BUDGET 2021-2022	PROJECTED ACTUAL 2021-2022	PROPOSED BUDGET 2022-2023

<u>REVENUES</u>											
Grants-CDBG - Current Year	\$	866,668	\$	1,159,000	\$	1,159,000	\$	1,159,000	\$	1,128,700	
Grants-Other CDBG Program Funds		-		197,700	\$	197,700		197,700		-	
Transfer In		120,226		-		-		-		-	
Total Revenues		\$	986,894	\$	1,356,700	\$	1,356,700	\$	1,356,700	\$	1,128,700

<u>EXPENDITURES</u>										
Personnel	\$	141,565	\$	162,200	162,200	\$	162,200	\$	173,400	
Supplies		3,233		6,000	6,000		6,000		10,000	
Maintenance		152		1,500	1,500		1,500		1,500	
Rentals		2,409		2,000	2,000		2,000		7,000	
Other		18,539		24,500	24,500		24,500		32,400	
Vehicle Maintenance		745		1,500	1,500		1,500		1,500	
Debt Service		401,357		386,700	386,700		386,700		375,000	
Non-Departmental		901,995		772,300	772,300		772,300		527,900	
Total Expenditures	\$	1,469,996	\$	1,356,700	\$	1,356,700	\$	1,356,700	\$	1,128,700

Net Revenues Over/(Under) Expenditures	(483,102)	\$	-	\$	-	\$	-	\$	-
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EXPENDITURES						
General government	1,469,996	1,356,700	1,356,700	1,356,700	1,128,700	
Culture and recreation	-	-	-	-	-	
Highways and streets	-	-	-	-	-	
Total Expenditures	\$ 1,469,996	\$ 1,356,700	\$ 1,356,700	\$ 1,356,700	\$ 1,128,700	

**CITY OF PHARR, TX
GRANTS FUND*
SUMMARY OF REVENUES AND EXPENDITURES**

	ACTUAL 2020-2021	ORIGINAL BUDGET 2021-2022	AMENDED BUDGET 2021-2022	PROJECTED ACTUAL 2021-2022	PROPOSED BUDGET 2022-2023
<u>REVENUES</u>					
Police	\$ 1,280,488	\$ 2,416,500	\$ 2,416,500	\$ 900,000	\$ 1,500,000
Public Works	-	3,867,800	3,867,800	-	-
					-
Total Revenues	\$ 1,280,488	\$ 6,284,300	\$ 6,284,300	\$ 900,000	\$ 1,500,000
<u>EXPENDITURES BY FUNCTION</u>					
Public Safety:					
Police	\$ 1,280,488	\$ 2,416,500	\$ 2,416,500	\$ 900,000	\$ 1,500,000
Fire	-	-	-	-	-
	1,280,488	2,416,500	2,416,500	900,000	1,500,000
Environmental:					
Public Works		3,867,800	3,867,800	-	-
	-	3,867,800	3,867,800	-	-
Total Expenditures	\$ 1,280,488	\$ 6,284,300	\$ 6,284,300	\$ 900,000	\$ 1,500,000
Net Revenues Over/(Under) Expenditures	\$ 0	\$ -	\$ -	\$ -	\$ -
<u>EXPENDITURES BY ACTIVITY</u>					
Personnel	\$ 1,280,488	\$ 2,416,500	\$ 2,416,500	\$ 900,000	\$ 1,500,000
Supplies	-	-	-	-	-
Other	-	-	-	-	-
Vehicle Maintenance	-	-	-	-	-
Capital Outlay	-	3,867,800	3,867,800	-	-
Total Expenditures	\$ 1,280,491	\$ 6,584,300	\$ 6,584,300	\$ 900,000	\$ 1,500,000

* Excludes American Rescue Plan Funds awarded in 2022.

CITY OF PHARR, TX
HOTEL / MOTEL FUND
SUMMARY OF REVENUES AND EXPENDITURES

	ACTUAL 2020-2021	ORIGINAL BUDGET 2021-2022	AMENDED BUDGET 2021-2022	PROJECTED ACTUAL 2021-2022	PROPOSED BUDGET 2022-2023
REVENUES					
Hotel/Motel Tax	\$ 681,400	\$ 600,000	\$ 600,000	\$ 675,000	\$ 600,000
Interest	-	-	-	-	-
Total	\$ 681,400	\$ 600,000	\$ 600,000	\$ 675,000	\$ 600,000
EXPENDITURES					
Culture and Recreation:					
Transfer Out-General Fund	60,000	150,900	150,900	150,900	300,000
Transfer Out-PEDC	-	-	-	-	-
Transfer Out-Chamber	68,400	68,400	68,400	68,400	68,400
Transfer Out-Tax Notes	380,700	380,700	380,700	380,700	231,600
Sub Total	509,100	600,000	600,000	600,000	600,000
Total	509,100	600,000	600,000	600,000	600,000
Net Revenues Over/(Under) Expenditures	\$ 172,300	\$ -	\$ -	\$ 75,000	\$ -

CITY OF PHARR, TX
PARKLAND DEDICATION FEE FUND
SUMMARY OF REVENUES AND EXPENDITURES

	ACTUAL		ORIGINAL		AMENDED		PROJECTED		PROPOSED	
	2020-2021		2021-2022		2021-2022		2021-2022		2022-2023	
REVENUES										
Parkland Dedication Fees	\$	29,859	\$	30,000	\$	30,000	\$	231,000	\$	30,000
Interest		500		500		350		-		-
Total	\$	30,359	\$	30,500	\$	30,350	\$	231,000	\$	30,000
EXPENDITURES										
Culture and Recreation:										
Transfers Out	\$	-	\$	-	\$	-	\$	-	\$	-
Total	\$	-	\$	-	\$	-	\$	-	\$	-
Net Revenues Over/(Under) Expenditures	\$	30,359	\$	30,500	\$	30,350	\$	231,000	\$	30,000

CITY OF PHARR, TX
 ASSET SHARING FUND
 SUMMARY OF REVENUES AND EXPENDITURES

	ACTUAL		ORIGINAL		AMENDED		PROJECTED		PROPOSED	
	2020-2021		2021-2022		2021-2022		2021-2022		2022-2023	
REVENUES										
Intergovernmental	\$	293,800	\$	120,000	\$	120,000	\$	330,000	\$	120,000
Interest		2,500		20,000		20,000		5,000		5,000
Total	\$	296,300	\$	140,000	\$	140,000	\$	335,000	\$	125,000
EXPENDITURES										
Public Safety:										
Personnel	\$	-	\$	-	\$	-	\$	-	\$	-
Supplies		215,900		100,000		100,000		155,000		100,000
Maintenance		30,600		-		-		-		-
Other		260,900		-		-		30,000		-
Transfer Out		-		-		-		-		-
Capital Outlay		56,800		250,000		250,000		125,000		250,000
Total	\$	564,200	\$	350,000	\$	350,000	\$	310,000	\$	350,000
Net Revenues Over/(Under) Expenditures	\$	(267,900)	\$	(210,000)	\$	(210,000)	\$	25,000	\$	(225,000) *

* Available Resources

CITY OF PHARR, TX
PAVING & DRAINAGE FUND
SUMMARY OF REVENUES AND EXPENDITURES

		ACTUAL 2020-201	ORIGINAL BUDGET 2021-2022	AMENDED BUDGET 2021-2022	PROJECTED ACTUAL 2021-2022	PROPOSED BUDGET 2022-2023
REVENUES						
	Paving & Drainage Fee	\$ 1,093,600	\$ 1,043,400	\$ 1,043,400	\$ 1,067,400	\$ 1,043,400
	Interest Income	2,700	2,100	2,100	3,600	2,100
	Total	\$ 1,096,300	\$ 1,045,500	\$ 1,045,500	\$ 1,071,000	\$ 1,045,500
EXPENDITURES						
	Highways and Streets:					
	Transfer Out	\$ 238,800	\$ 1,045,500	\$ 1,045,500	\$ 1,045,500	\$ 1,045,500
	Total	\$ 238,800	\$ 1,045,500	\$ 1,045,500	\$ 1,045,500	\$ 1,045,500
	Net Revenues Over/(Under) Expenditures	\$ 857,500	\$ -	\$ -	\$ 25,500	\$ -

Capital Project Funds

Capital Project Funds are used to account for major capital acquisition and construction activities so as to not distort ongoing operating activities of other funds.

General Capital Projects Fund: is used to account for projects planned as part of the City's General Capital Improvement program.

Bridge Capital Projects Fund: is used to account for projects planned as part of the City's International Bridge Capital Improvement program.

Utility Capital Projects Fund: is used to account for projects planned as part of the City's Utility Fund Capital Improvement program.

CITY OF PHARR, TX
GENERAL CAPITAL IMPROVEMENT PROJECTS FUND
SUMMARY OF REVENUES AND EXPENDITURES

	ACTUAL 2020-2021	ORIGINAL BUDGET 2021-2022	AMENDED BUDGET 2021-2022	PROJECTED ACTUAL 2021-2022	PROPOSED BUDGET 2022-2023
<u>REVENUES</u>					
Intergovernmental	\$ 9,885,224	\$ 30,000,000	\$ 30,000,000	\$ -	\$ -
Transfers In	8,954,428	14,757,800	14,757,800	7,514,000	-
Other	302,313	-	-	-	1,208,200
			-		
Total Revenues	\$ 19,141,965	\$ 44,757,800	\$ 44,757,800	\$ 7,514,000	\$ 1,208,200
<u>EXPENDITURES</u>					
Parks	\$ 22,789,400	\$ 1,249,000	\$ 1,249,000	\$ 6,548,359	\$ 900,000
Street Projects	4,014,065	850,000	850,000	3,623,298	950,000
Infrastructure	4,586,547	40,000,000	40,000,000	-	-
Other	77,875	8,055,700	8,055,700	2,956,066	-
Debt Service	1,208,116	1,208,200	1,208,200	1,208,200	1,208,200
Total Expenditures	\$ 32,676,003	\$ 51,362,900	\$ 51,362,900	\$ 14,335,923	\$ 3,058,200
Net Revenues Over/(Under) Expenditures	\$ (13,534,038)	\$ (6,605,100)	\$ (6,605,100)	\$ (6,821,923)	\$ (1,850,000) *

*Available Resources

CITY OF PHARR, TX
BRIDGE CAPITAL IMPROVEMENT PROJECTS FUND
SUMMARY OF REVENUES AND EXPENSES

	ACTUAL 2020-2021		ORIGINAL BUDGET 2021-2022		AMENDED BUDGET 2021-2022		PROJECTED ACTUAL 2021-2022		PROPOSED BUDGET 2022-2023	
REVENUES										
Debt Proceeds	-		20,000,000		20,000,000		-		-	
Grants	2,438,649		-		-		1,705,000		2,000,000	
Total Revenues	\$	2,438,649	\$	20,000,000	\$	20,000,000	\$	1,705,000	\$	2,000,000
EXPENSES										
Capital Projects	\$	6,593,560	\$	61,115,300	\$	61,115,300	\$	5,737,867	\$	55,377,500
Other	-		-		-		-		-	
Total Expenses	\$	6,593,560	\$	61,115,300	\$	61,115,300	\$	5,737,867	\$	55,377,500
Net Revenues Over/(Under) Expenses	\$	(4,154,911)	\$	(41,115,300)	\$	(41,115,300)	\$	(4,032,867)	\$	(53,377,500) *

* Cash available from Debt Proceeds

CITY OF PHARR, TX
UTILITY CAPITAL IMPROVEMENT PROJECTS FUND
SUMMARY OF REVENUES AND EXPENSES

	ACTUAL 2020-2021	ORIGINAL BUDGET 2021-2022	AMENDED BUDGET 2021-2022	PROJECTED ACTUAL 2021-2022	PROPOSED BUDGET 2022-2023
REVENUES					
Debt Proceeds	\$ -	\$ -	\$ -	\$ -	\$ -
TWDB Grant	-	-	-	-	-
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ -
EXPENSES					
Capital Projects	\$ 2,444,006	\$ 30,324,400	\$ 30,324,400	\$ 1,418,182	\$ 28,906,300
Total Expenses	\$ 2,444,006	\$ 30,324,400	\$ 30,324,400	\$ 1,418,182	\$ 28,906,300
Net Revenues Over/(Under) Expenses	\$ (2,444,006)	\$ (30,324,400)	\$ (30,324,400)	\$ (1,418,182)	\$ (28,906,300) *

* Available from Bond Proceeds issued in FY 19-20

Debt Service Fund

Debt Service Funds as used to account for the accumulation of resources and payment of general long-term debt for the City.

Debt Service: This fund accounts for the accumulation of resources from property taxes interest and sinking portion for the payment of General and Certificates of Obligations.

CITY OF PHARR, TX
DEBT SERVICE
SUMMARY OF REVENUES AND EXPENDITURES

	ACTUAL 2020-2021	ORIGINAL BUDGET 2021-2022	AMENDED BUDGET 2021-2022	PROJECTED ACTUAL 2021-2022	PROPOSED BUDGET 2022-2023
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REVENUES

Property Tax (Current & Delinquent)	\$	5,021,200	\$	5,388,900	\$	5,388,900	\$	5,452,487	\$	6,060,200
Property Tax Penalty and Interest		106,100		100,000		100,000		134,399		100,000
Interest		10,700		10,000		10,000		31,471		10,000
Transfer In		2,722,300		836,800		836,800		836,800		840,000
Total Revenues	\$	7,860,300	\$	6,335,700	\$	6,335,700	\$	6,455,157	\$	7,010,200

EXPENDITURES

Principal	\$	3,582,300	\$	3,212,000	\$	3,212,000	\$	3,212,000	\$	3,492,000
Interest		2,888,600		2,755,200		2,755,200		2,705,100		2,657,800
Transfer Out		-		368,500		368,500		-		860,400
Total Expenditures	\$	6,470,900	\$	6,335,700	\$	6,335,700	\$	5,917,100	\$	7,010,200

Net Revenues Over/(Under) Expenditures	\$	1,389,400	\$	-	\$	-	\$	538,057	\$	-
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Enterprise Funds

Enterprise Funds are used to report any activity for which a fee is charged to external users of goods and services.

Utility Fund: is used to account for the City's water and sewer/wastewater system operations.

EMS: is used to account for the City's Ambulance Services.

FIBER: is used to account for the City's new Wi-Fi Services to be provided.

Bridge Fund: is used to account for the City's International Bridge operations. The Bridge enables traffic (mainly commercial) to flow to and from Mexico.

Golf Course Fund: is used to account for the City's Tierra del Sol Golf Course operations.

**CITY OF PHARR, TX
UTILITY FUND
SUMMARY OF REVENUES AND EXPENSES**

	ACTUAL 2020-2021	ORIGINAL BUDGET 2021-2022	AMENDED BUDGET 2021-2022	PROJECTED ACTUAL 2021-2022	PROPOSED BUDGET 2022-2023
<u>REVENUES</u>					
Water	\$ 9,364,300	\$ 9,977,900	\$ 9,977,900	\$ 9,812,772	\$ 9,810,700
Sewer	7,229,700	7,311,000	7,311,000	7,270,863	7,301,000
Other	31,000	12,700	12,700	4,268	12,700
Lease Proceeds	-	2,548,000	2,548,000	2,548,000	-
Interest	20,400	20,000	20,000	-	20,000
Transfer In	-	-	20,400	-	-
Total Revenues	\$ 16,645,400	\$ 19,869,600	\$ 19,890,000	\$ 19,635,903	\$ 17,144,400
<u>EXPENSES</u>					
81 Administration	1,095,900	1,188,700	1,203,900	985,000	1,085,300
82 Water Production	2,018,100	3,235,400	3,302,000	2,843,800	3,470,300
83 Water Distribution	2,213,800	4,139,600	4,199,700	3,417,100	2,874,100
84 Water Treatment Plant	2,206,200	2,941,300	2,962,900	2,705,900	2,721,200
86 Sewer Collection	297,000	2,064,000	2,064,000	2,046,500	588,600
87 Non-Departmental	8,340,000	1,406,100	1,263,000	5,166,100	1,510,400
72 Debt Service	1,279,300	4,894,500	4,894,500	4,894,500	4,894,500
Total Expenses	\$ 17,450,300	\$ 19,869,600	\$ 19,890,000	\$ 22,058,900	\$ 17,144,400
Net Revenues Over/(Under) Expenses	\$ (804,900)	\$ -	\$ -	\$ (2,422,997)	\$ -
1100- Personnel Services	\$ 4,049,000	\$ 4,533,700	\$ 4,697,200	\$ 3,751,900	\$ 4,776,800
2200- Supplies	1,571,400	2,383,700	2,383,700	2,544,800	2,409,600
3300- Maintenance	610,900	734,800	914,800	959,700	860,700
4400- Rentals	6,900	547,300	547,300	58,400	297,300
5500- Other Services	1,354,100	1,578,400	1,578,400	1,509,400	1,530,400
6600- Vehicle Maintenance	207,500	191,400	191,400	204,800	271,300
72/73 Long Term Debt Service	1,279,300	4,894,500	4,894,500	4,894,500	4,894,500
7700- Debt Service-Lease	31,200	576,700	576,700	428,000	596,400
8800- Capital Outlay	-	3,023,000	2,843,000	2,841,300	-
9900- Transfer Out	2,441,500	578,700	578,700	578,700	693,900
9900- Non-Departmental	5,898,500	827,400	684,300	4,587,400	813,500
	\$ 17,450,300	\$ 19,869,600	\$ 19,890,000	\$ 22,358,900	\$ 17,144,400

**CITY OF PHARR, TX
EMS SUMMARY
SUMMARY OF REVENUES AND EXPENSES**

	ACTUAL 2020-2021	ORIGINAL BUDGET 2021-2022	AMENDED BUDGET* 2021-2022	PROJECTED ACTUAL* 2021-2022	PROPOSED BUDGET 2022-2023
<u>REVENUES</u>					
Ground Revenue*	\$ 226,116	\$ 9,673,400	\$ 4,673,400	\$ 3,552,373	\$ 1,418,600
Transfer Revenue*	-	1,422,000	822,000	823,543	1,192,400
Flight Revenue*	24,880	9,000,000	1,000,000	783,496	-
Fixed Wing Revenue*	-	4,080,000	580,000	200,000	-
Intergovernmental	-	-	-	233,000	-
Other	-	-	-	431,503	-
Transfer In-General Fund	-	-	118,800	118,800	-
Transfer In-ARPA Fund	3,332,600	-	-	2,962,000	-
Transfer In -Bridge	-	-	-	-	1,507,700
Total	\$ 3,583,596	\$ 24,175,400	\$ 7,194,200	\$ 9,104,715	\$ 4,118,700
<u>EXPENSES</u>					
Personnel	\$ 2,389,579	\$ 11,160,300	\$ 7,996,400	\$ 8,076,825	\$ 3,069,100
Supplies	317,456	650,000	650,000	363,550	210,600
Maintenance	12,401	309,000	309,000	102,484	50,000
Rentals	626,542	2,946,000	2,946,000	2,138,379	204,000
Other	259,672	707,900	707,900	741,408	357,800
Vehicle Maintenance	353,494	253,800	253,800	580,002	227,200
Long Term Debt Service	-	-	-	-	-
Capital Outlay	1,163,906	2,870,000	870,000	871,657	-
Total	\$ 5,123,050	\$ 18,897,000	\$ 13,733,100	\$ 12,874,305	\$ 4,118,700
Net Revenues Over/(Under) Expenses	\$ (1,539,454)	\$ 5,278,400	\$ (6,538,900)	\$ (3,769,590)	\$ -

*Revenues are accounted on a cash basis. A receivable of \$6.2 million is still outstanding as of total and not accounted in these totals.

**CITY OF PHARR, TX
BRIDGE FUND
SUMMARY OF REVENUES AND EXPENSES**

	ACTUAL 2020-2021	ORIGINAL BUDGET 2021-2022	AMENDED BUDGET 2021-2022	PROJECTED ACTUAL 2021-2022	PROPOSED BUDGET 2022-2023
<u>REVENUES</u>					
Toll Fees	\$ 16,379,800	\$ 16,327,900	\$ 17,127,900	\$ 16,957,300	\$ 17,635,600
Other	279,700	422,900	422,900	282,100	475,900
Interest	32,400	14,000	14,000	162,000	130,000
Transfer In - Other	20,300	368,500	394,900	368,500	860,400
Total	\$ 16,712,200	\$ 17,133,300	\$ 17,959,700	\$ 17,769,900	\$ 19,101,900
<u>EXPENSES</u>					
Personnel	\$ 1,343,700	\$ 1,406,000	\$ 1,432,400	\$ 1,411,400	\$ 1,420,600
Supplies	166,700	275,200	275,200	169,700	216,700
Maintenance	219,400	461,700	461,700	461,700	191,200
Rentals	5,600	41,000	41,000	6,300	41,000
Contractual	2,894,600	1,649,500	1,649,500	2,850,364	2,096,900
Vehicle Maintenance	11,900	10,600	10,600	11,200	10,600
Long Term Debt Service	505,400	3,526,200	3,526,200	3,489,800	3,482,300
Capital Outlay	-	-	-	-	-
Transfer Out	11,295,300	9,763,100	10,563,100	10,563,100	11,642,600
Total	\$ 16,442,600	\$ 17,133,300	\$ 17,959,700	\$ 18,963,564	\$ 19,101,900
Net Revenues Over/(Under)					
Expenses	\$ 269,600	\$ -	\$ -	\$ (1,193,664)	\$ -

CITY OF PHARR, TX
FIBER/BROADBAND SUMMARY
SUMMARY OF REVENUES AND EXPENSES

ACTUAL 2020-2021	ORIGINAL BUDGET 2021-2022	AMENDED BUDGET 2021-2022	PROJECTED ACTUAL 2021-2022	PROPOSED BUDGET 2022-2023
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REVENUES

Fiber Revenue	\$ -	\$ 6,119,900	\$ 619,900	\$ 61,600	\$ 3,347,400
Other	-	26,400	-	-	-
Interest	-	17,000	-	-	-
Total	\$ -	\$ 6,163,300	\$ 619,900	\$ 61,600	\$ 3,347,400

EXPENSES

Personnel	\$ -	\$ 1,424,000	\$ 196,300	\$ -	\$ -
Supplies	-	751,900	471,900	120,000	325,000
Maintenance	-	509,200	509,200	-	655,000
Rentals	-	3,200	3,200	14,270	8,200
Other	-	742,800	173,900	22,000	918,800
Vehicle Maintenance	-	17,000	17,000	-	35,000
Capital Outlay	-	445,000	445,000	52,000	60,000
Transfer Out	-	2,270,200	-	-	-
Total	\$ -	\$ 6,163,300	\$ 1,816,500	\$ 208,270	\$ 2,002,000

Net Revenues Over/(Under)

Expenses	\$ -	\$ -	\$ (1,196,600)	\$ (146,670)	\$ 1,345,400
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**CITY OF PHARR, TX
GOLF COURSE FUND
SUMMARY OF REVENUES AND EXPENSES**

	ACTUAL 2020-2021	ORIGINAL BUDGET 2021-2022	AMENDED BUDGET 2021-2022	PROJECTED ACTUAL 2021-2022	PROPOSED BUDGET 2020-2023
<u>REVENUES</u>					
Green & Member Fees	\$ 468,700	\$ 402,400	\$ 402,400	\$ 541,800	\$ 477,200
Cart Rental	215,500	203,200	203,200	252,100	203,200
Food & Beverage	48,100	49,100	49,100	59,800	49,100
Other	149,100	134,500	134,500	192,300	134,500
Interest	2,200	5,900	5,900	2,100	5,900
Transfer In	371,000	525,400	548,600	400,000	473,800
Total Revenues	\$ 1,254,600	\$ 1,320,500	\$ 1,343,700	\$ 1,448,100	\$ 1,343,700
<u>EXPENSES</u>					
Personnel	\$ 772,400	\$ 844,500	\$ 867,700	\$ 768,600	\$ 867,700
Supplies	160,900	145,100	145,100	174,400	145,100
Maintenance	76,800	91,500	91,500	82,600	91,500
Rentals	60,300	71,900	71,900	71,900	71,900
Other	100,000	102,700	102,700	114,000	102,700
Vehicle Maintenance	19,800	18,700	18,700	16,400	18,700
Debt Service-Lease	8,500	46,100	46,100	56,500	46,100
Capital Outlay	-	-	-	150,500	-
Total Expenses	\$ 1,198,700	\$ 1,320,500	\$ 1,343,700	\$ 1,434,900	\$ 1,343,700
Net Revenues Over/(Under) Expenses	\$ 55,900	\$ -	\$ -	\$ 13,200	\$ -

Internal Service Fund

Internal Service Funds are used to account for the financing of goods or services provided by one department to other departments within the City on a cost-reimbursement basis.

City Garage Fund: This fund is used to account for fleet maintenance and maintains an inventory of parts for the City-owned vehicles.

Health Insurance Claims Fund: This fund is used to account for fleet maintenance and maintains an inventory of parts for the City-owned vehicles.

**CITY OF PHARR, TX
GARAGE FUND
SUMMARY OF REVENUES AND EXPENSES**

		ACTUAL 2020-2021	ORIGINAL BUDGET 2021-2022	AMENDED BUDGET 2021-2022	PROJECTED ACTUAL 2021-2022	PROPOSED BUDGET 2022-2023
<u>REVENUES</u>						
General Fund	\$	624,990	\$ 259,900	\$ 259,900	\$ 615,160	\$ 743,200
Utility Fund		78,436	53,400	53,400	95,278	82,400
Bridge Fund		1,810	5,500	5,500	-	6,800
Golf Course Fund		1,404	-	-	-	-
EMS		69,352	191,300	191,300	256,000	100,000
Fiber			5,000	5,000	-	-
Transfer In-GF		3,700	250,000	6,000	6,000	-
Total	\$	779,692	\$ 765,100	\$ 521,100	\$ 972,438	\$ 932,400
<u>EXPENSES</u>						
Personnel	\$	185,358	\$ 243,400	\$ 249,400	\$ 203,195	\$ 245,400
Supplies		6,539	3,600	3,600	1,385	3,600
Vehicle Maintenance		589,369	513,100	441,500	763,958	678,400
Other		-	5,000	5,000	3,900	5,000
Total	\$	781,266	\$ 765,100	\$ 699,500	\$ 972,438	\$ 932,400
Net Revenues Over/(Under) Expenses	\$	(1,574)	\$ -	\$ (178,400)	-	\$ -

CITY OF PHARR, TX
HEALTH INSURANCE CLAIM FUND
SUMMARY OF REVENUES AND EXPENSES

	ACTUAL 2020-202	ORIGINAL BUDGET 2021-2022	AMENDED BUDGET 2021-2022	PROJECTED ACTUAL 2021-2022	PROPOSED BUDGET 2022-2023
REVENUES					
<u>CITY CONTRIBUTIONS</u>					
General Fund	\$ -	\$ 4,509,100	\$ 4,509,100	\$ 4,535,758	\$ 4,926,000
Utility Fund	-	474,300	474,300	474,300	498,100
Bridge Fund	-	177,200	177,200	177,200	186,100
Golf Course Fund	-	125,500	125,500	125,500	131,800
CDBG Fund	-	22,200	22,200	22,200	23,400
EMS	-	1,106,800	1,106,800	616,364	332,100
Fiber	-	210,300	210,300	-	-
Total	<u>\$ -</u>	<u>\$ 6,625,400</u>	<u>\$ 6,625,400</u>	<u>\$ 5,951,322</u>	<u>\$ 6,097,500</u>
<u>COMPONENT UNITS CONTRIBUTIONS</u>					
Greater Pharr Chamber of Commerce	-	22,200	22,200	22,200	22,200
PEDC	-	51,700	51,700	51,700	51,700
	<u>-</u>	<u>73,900</u>	<u>73,900</u>	<u>73,900</u>	<u>73,900</u>
<u>EMPLOYEE CONTRIBUTIONS</u>					
Employee Deductions	-	2,100,300	2,100,300	1,740,200	1,827,300
	<u>-</u>	<u>2,100,300</u>	<u>2,100,300</u>	<u>1,740,200</u>	<u>1,827,300</u>
TOTAL REVENUES	<u><u>-</u></u>	<u><u>8,799,600</u></u>	<u><u>8,799,600</u></u>	<u><u>7,765,422</u></u>	<u><u>7,998,700</u></u>
<u>EXPENSES</u>					
Administrative Costs	-	365,200	1,500,500	1,481,166	1,525,700
Medical Claims	-	5,429,400	3,100,000	2,952,753	3,041,400
Pharmacy Claims	-	1,453,100	1,200,000	1,016,511	1,047,100
Other	-	1,551,900	2,999,100	2,314,992	2,384,500
Total	<u>\$ -</u>	<u>\$ 8,799,600</u>	<u>\$ 8,799,600</u>	<u>\$ 7,765,422</u>	<u>\$ 7,998,700</u>
Net Revenues Over/(Under) Expenses	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>

Component Units

Blended Component Units: Separate legal entities whose governing body is the same or substantially the same as the City's Commission or the component unit provides services entirely to the City.

Tax Increment Reinvestment Zone No. 1: is a separate entity with its own EIN, whose three of its board members consists of the same members of the City Commission. TIRZ No. 1 was established to provide a financing mechanism to facilitate a high-quality development in the Pharr area.

Tax Increment Reinvestment Zone No. 2: is a separate entity with its own EIN, whose three of its board members consists of the same members of the City Commission. TIRZ No. 1 was established to provide a financing mechanism to facilitate a high-quality development in the Pharr area.

Discretely Component Units: Separate legal entities in which the primary government is financially accountable and is able to impose will on the organization.

Pharr Housing Finance Corporation (PHFC): separate entity created for the purpose of carrying out the purposes of the Texas Housing Finance Corporation Act, Chapter 394.

PHFC-Jackson Place Apartments: is a separate entity created for the purpose of holding liability to construct an apartment complex.

Pharr Economic Development Corporation: is a nonprofit economic development corporation organized for the same purpose as the PEDC 4a but with the legal authority to use sales tax funds for a wider range of projects.

Greater Pharr Chamber of Commerce: is a separate entity with its own EIN, whose board members consists of members of the community of City of Pharr. The Chamber was created on July 2018 under Section 501 (c) 6 for the purpose of promoting tourism and receives contributions directly from City and PEDC.

CITY OF PHARR, TX
 BLENDED COMPONENT UNIT
 TAX INCREMENT REINVESTMENT ZONE #1 FUND
 SUMMARY OF REVENUES AND EXPENSES

	ACTUAL 2020-2021	ORIGINAL BUDGET 2021-2022	AMENDED BUDGET 2021-2022	PROJECTED ACTUAL 2021-2022	PROPOSED BUDGET 2022-2023
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REVENUES

Property Tax	\$ 667,998	\$ 950,700	\$ 950,700	\$ 950,700	\$ 996,600
Other	4,032	-	-	-	

Total	\$ 672,030	\$ 950,700	\$ 950,700	\$ 950,700	\$ 996,600
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EXPENSES

Incentives	-	-	-	-	-
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Total	\$ -	\$ -	\$ -	\$ -	\$ -
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Net Revenues Over/(Under) Expenses	\$ 672,030	\$ 950,700	\$ 950,700	\$ 950,700	\$ 996,600
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CITY OF PHARR, TX
 BLENDED COMPONENT UNIT
 TAX INCREMENT REINVESTMENT ZONE #2 FUND
 SUMMARY OF REVENUES AND EXPENSES

	ACTUAL 2020-2021	ORIGINAL BUDGET 2021-2022	AMENDED BUDGET 2021-2022	PROJECTED ACTUAL 2021-2022	PROPOSED BUDGET 2022-2023
<u>REVENUES</u>					
Property Tax	\$ 478,017	\$ 682,600	\$ 682,600	\$ 630,000	\$ 665,300
Other	3,915				
Total	<u>\$ 481,932</u>	<u>\$ 682,600</u>	<u>\$ 682,600</u>	<u>\$ 630,000</u>	<u>\$ 665,300</u>
<u>EXPENSES</u>					
Incentives	-	-	-	-	-
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Net Revenues Over/(Under) Expenses	<u><u>\$ 481,932</u></u>	<u><u>\$ 682,600</u></u>	<u><u>\$ 682,600</u></u>	<u><u>\$ 630,000</u></u>	<u><u>\$ 665,300</u></u>

CITY OF PHARR, TX
DISCRETE COMPONENT UNIT
PHARR HOUSING FINANCE CORPORATION
SUMMARY OF REVENUES AND EXPENSES

	ACTUAL 2020-2021	ORIGINAL BUDGET 2021-2022	AMENDED BUDGET 2021-2022	PROJECTED ACTUAL 2021-2022	PROPOSED BUDGET 2022-2023
<u>REVENUES</u>					
Development Fees	\$ -	\$ -	\$ -	\$ -	\$ -
Other	<u>5,501</u>	<u>6,000</u>	<u>6,000</u>	<u>-</u>	<u>-</u>
Total	<u>\$ 5,501</u>	<u>\$ 6,000</u>	<u>\$ 6,000</u>	<u>\$ -</u>	<u>\$ -</u>
<u>EXPENSES</u>					
Professional Fees	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Net Revenues Over/(Under) Expenses	<u><u>\$ 5,501</u></u>	<u><u>\$ 6,000</u></u>	<u><u>\$ 6,000</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>

CITY OF PHARR, TX
DISCRETE COMPONENT UNIT
PHFC/JACKSON PLACE APARTMENTS CORPORATION
SUMMARY OF REVENUES AND EXPENSES

	ACTUAL 2020-2021	ORIGINAL BUDGET 2021-2022	AMENDED BUDGET 2021-2022	PROJECTED ACTUAL 2021-2022	PROPOSED BUDGET 2022-2023
<u>REVENUES</u>					
Rent Revenue	\$ 2,917,699	\$ 3,083,200	\$ 3,083,200	\$ 3,243,822	\$ 3,263,100
Other	<u>348,061</u>	<u>200,000</u>	<u>200,000</u>	<u>\$ 242,229</u>	<u>242,300</u>
Total	<u>\$ 3,265,760</u>	<u>\$ 3,283,200</u>	<u>\$ 3,283,200</u>	<u>\$ 3,728,280</u>	<u>\$ 3,747,700</u>
<u>EXPENSES</u>					
Personnel Services	359,057	364,500	364,500	419,948	420,000
Maintenance	798,400	79,100	79,100	83,987	84,000
Other Services	-	198,700	198,700	423,900	424,000
Capital Outlay	-	-	-	59,183	59,200
Debt Service	2,254,044	2,250,100	2,250,100	2,250,100	2,250,100
Other	<u>-</u>	<u>390,800</u>	<u>390,800</u>	<u>510,349</u>	<u>510,400</u>
Total	<u>3,411,501</u>	<u>3,283,200</u>	<u>3,283,200</u>	<u>3,747,467</u>	<u>3,747,700</u>
Net Revenues Over/(Under) Expenses	<u>\$ (145,741)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (19,188)</u>	<u>\$ -</u>

CITY OF PHARR, TX
DISCRETE COMPONENT UNIT
PEDC II FUND
SUMMARY OF REVENUES AND EXPENSES

	ACTUAL 2020-2021	ORIGINAL BUDGET 2021-2022	AMENDED BUDGET 2021-2022	PROJECTED ACTUAL 2021-2022	PROPOSED BUDGET 2022-2023
<u>REVENUES</u>					
Sales Tax	\$ 6,504,200	\$ 6,584,200	\$ 6,589,800	\$ 6,986,300	\$ 7,440,500
Interest	64,000	30,000	30,000	97,000	50,000
Debt Proceeds	-	12,000,000	12,000,000	47,000,000	-
Land Sale Proceeds	-	-	-	-	1,198,200
Other	1,303,200	157,200	157,200	115,000	157,200
Total	\$ 7,871,400	\$ 18,771,400	\$ 18,777,000	\$ 54,198,300	\$ 8,845,900
<u>EXPENSES</u>					
Personnel	\$ 749,900	\$ 900,700	\$ 906,300	\$ 773,000	\$ 960,500
Supplies	9,200	23,500	23,500	15,900	23,500
Maintenance	20,300	78,000	78,000	35,000	326,100
Rentals	4,200	7,200	7,200	-	7,200
Other Services	578,000	690,100	690,100	675,700	1,240,100
Vehicle Maintenance	200	1,300	1,300	-	1,300
Debt Service	2,094,400	2,543,400	2,543,400	3,288,500	2,773,000
Capital Outlay	3,304,900	450,000	450,000	30,395,900	13,656,200
Non-Departmental	545,200	916,400	916,400	1,012,600	1,353,400
Transfers Out	1,820,500	13,160,800	13,160,800	1,160,800	2,160,800
Total	\$ 9,126,800	\$ 18,771,400	\$ 18,777,000	\$ 37,357,400	\$ 22,502,100
Net Revenues Over/(Under) Expenses	\$ (1,255,400)	\$ -	\$ -	\$ 16,840,900	\$ (13,656,200) *

*Cash available from Debt Proceeds

CITY OF PHARR, TX
DISCRETE COMPONENT UNIT
GREATER PHARR CHAMBER OF COMMERCE
SUMMARY OF REVENUES AND EXPENSES

	ACTUAL 2020-2021	ORIGINAL BUDGET 2021-2022	AMENDED BUDGET 2021-2022	PROJECTED ACTUAL 2021-2022	PROPOSED BUDGET 2022-2023
<u>REVENUES</u>					
Memberships	\$ 34,800	\$ 30,000	\$ 31,500	\$ 34,700	\$ 57,700
Sponsorships	54,700	51,400	51,400	32,605	52,600
Transfer In	238,500	218,400	222,200	222,200	218,400
Total	\$ 328,000	\$ 299,800	\$ 305,100	\$ 289,505	\$ 328,700
<u>EXPENSES</u>					
Personnel	\$ 146,700	\$ 185,600	\$ 190,900	\$ 135,849	\$ 214,500
Supplies	14,900	54,500	54,500	28,000	54,500
Maintenance	300	3,500	3,500	-	3,500
Rentals	-	1,000	1,000	-	1,000
Other Services	39,100	55,200	55,200	55,319	55,200
Total	\$ 201,000	\$ 299,800	\$ 305,100	\$ 219,168	\$ 328,700
Net Revenues Over/(Under) Expenses	\$ 127,000	\$ -	\$ -	\$ 70,338	\$ -

ORDINANCE NO: O-2022-___

**AN ORDINANCE ADOPTING AND APPROVING THE
BUDGET FOR THE CITY OF PHARR, TEXAS FOR
YEAR BEGINNING OCTOBER 1, 2022, AND ENDING
SEPTEMBER 30, 2023, APPROPRIATING FUNDS,
AND DECLARING AN EMERGENCY AND AN
EFFECTIVE DATE**

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

WHEREAS, the City Manager of the City of Pharr has prepared a budget for the fiscal year beginning October 1, 2022 and ending September 30, 2023, and has filed same with the City Clerk all in the manner and form and for the length of time required by law; and

WHEREAS, public notice of a public hearing on such budget has been given in the manner and form and for the length of time required by law, and pursuant to such notice, and such public hearing was held, and it is the Judgment of the Board of Commissioners of the City that the law warrants no changes to be made in said budget as prepared by the City Manager and that said Budget should be approved as submitted by the City Manager, and adjusted by the City Commission.

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

SECTION 1: That the budget of the revenues of the City of Pharr, and the expenditures for the conducting of the affairs thereof for the fiscal year beginning October 1, 2022 and ending September 30, 2023, as submitted to the Board of Commissioners of the City of Pharr, Texas, by the City Manager of said City, be and the same is in all respects approved and adopted as the Budget for said fiscal year.

SECTION 2: That the sum of **\$69,730,900** is hereby appropriated out of the general fund for the payment of operating expenses, capital outlay, and other specified expenditures of the City Government.

SECTION 3: That the sum of **\$ 0** is hereby appropriated out of the general contingency reserve fund for the payment of operating expenses, capital outlay, and other specified expenditures of the City Government.

SECTION 4: That the sum of **\$1,128,700** is hereby appropriated out of the community development fund for the payment of operating expenses, capital outlay, and other specified expenditures of the City Government.

SECTION 5: That the sum of **\$1,500,000** is hereby appropriated out of the grants fund for the payment of operating expenses, capital outlay, and other specified expenditures of the City Government.

SECTION 6: That the sum of **\$600,0000** is hereby appropriated out of the hotel/motel fund for the payment of operating expenses, capital outlay, and other specified expenditures of the City Government.

SECTION 7: That the sum of \$ -0- is hereby appropriated out of the parkland dedication fund for the payment of operating expenses, capital outlay, and other specified expenditures of the City Government.

SECTION 8: That the sum of \$ 350,000 is hereby appropriated out of the asset sharing fund for the payment of operating expenses, capital outlay, and other specified expenditures of the City Government, of which \$225,000 is from fund reserves.

SECTION 9: That the sum of \$1,045,500 is hereby appropriated out of the paving and drainage fund for the payment of operating expenses, capital outlay, and other specified expenditures of the City Government.

SECTION 10: That the sum of \$3,058,200 is hereby appropriated out of the general capital projects fund for the payment of operating expenses, capital outlay, and other specified expenditures of the City Government, of which \$1,850,000 is from fund reserves.

SECTION 11: That the sum of \$55,377,500 is hereby appropriated out of the bridge capital projects fund for the payment of operating expenses, capital outlay, and other specified expenditures of the City Government, of which \$55,377,500 is from bond proceeds.

SECTION 12: That the sum of \$28,906,300 is hereby appropriated out of the utility capital projects fund for the payment of operating expenses, capital outlay, and other specified expenditures of the City Government, of which \$28,906,300 is from bond proceeds.

SECTION 13: That the sum of \$7,010,200 is hereby appropriated out of the debt service fund for the payment of debt service payments.

SECTION 14: That the sum of \$ 17,144,400 is hereby appropriated out of the utility fund for the payment of operating expenses, capital outlay, and other specified expenditures of the City Government.

SECTION 15: That the sum of \$4,118,700 is hereby appropriated out of the EMS fund for the payment of operating expenses, capital outlay, and other specified expenditures of the City Government.

SECTION 16: That the sum of \$19,101,900 hereby appropriated out of the bridge fund for the payment of operating expenses, capital outlay, and other specified expenditures of the City Government.

SECTION 17: That the sum of \$2,002,000 is hereby appropriated out of the Fiber/Broadband fund for the payment of operating expenses, capital outlay, and other specified expenditures of the City Government.

SECTION 18: That the sum of \$1,343,700 is hereby appropriated out of the golf course fund for the payment of operating expenses, capital outlay, and other specified expenditures of the City Government.

SECTION 19: That the sum of \$932,400 is hereby appropriated out of the garage fund for the payment of operating expenses, capital outlay, and other specified expenditures of the City Government.

SECTION 20: That the sum of **\$7,998,700** is hereby appropriated out of the health insurance claim fund for the payment of operating costs, medical and pharmacy claims.

SECTION 21: The fact that an approved and adopted budget is necessary for the preservation of order, health, safety and general welfare of the public creates an emergency. The requirement that this Ordinance is to be read on three (3) separate meetings is hereby waived and dispensed with and this Ordinance shall take effect and be in full force from and after the passage and approved.

APPROVED AND ADOPTED BY THE BOARD OF COMMISSIONERS OF THE CITY OF PHARR, TEXAS, on this the 19th day of September 2022.

CITY OF PHARR

AMBROSIO "AMOS" HERNANDEZ, MAYOR

ATTEST:

HILDA PEDRAZA, CITY CLERK



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 7.B.

DATE SUBMITTED: September 9, 2022

MEETING DATE: September 19, 2022

FROM: Karla Saavedra, Finance Director

DEPARTMENT: Finance

DIRECTOR: Karla Saavedra

Agenda Item: Consideration and action , if any, on Ordinance adopting Tax Rate for FY 2022-2023 (*Adoption on One Reading*). **This item supports SG - Sound Governance and Fiscal Transparency.**

Classification: Regular

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

Issue: Per Texas Local Tax Code Chapter 26, cities need to officially make a motion to adopt a tax each Fiscal Year.

Proposed Tax Rate ϕ .7176

Fiscal Consideration: n/a

Staff Recommendation: "I move that the property tax rate be increased by the adoption of tax rate of ϕ .7176, which is effectively a 8.5% percent increase in the tax rate"

Alternatives: n/a

Exclude Material from Public Packet? No

Reason: n/a

ROUTING:

Karla Saavedra
Karla Saavedra
Patricia Rigney
City Management Office

Created/Initiated - 9/9/2022
Approved - 9/9/2022
Approved - 9/9/2022
Final Approval - 9/16/2022

ORDINANCE NO: O-2022-

**AN ORDINANCE MODIFYING ORDINANCE 2020-33 TO ADOPT THE TAX RATE
AND LEVYING
AD VALOREM TAXES FOR THE CITY OF PHARR, TEXAS
BEGINNING FISCAL YEAR OCTOBER 1, 2022, AND ENDING
SEPTEMBER 30, 2023, DIRECTING THE ASSESSMENT AND
COLLECTION THEREOF, DECLARING AN EMERGENCY
AND AN EFFECTIVE DATE**

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

WHEREAS the Board of Commissioners finds that the tax rate for the fiscal year 2022-2023, as hereinafter levied for current operating expenses, and capital outlays, to pay interest and to provide the sinking fund on outstanding bonds of the City issued for municipal purposes must be levied to provide the revenue requirements of the approved and adopted budget for said fiscal year.

**WHEREAS THIS TAX RATE WILL RAISE MORE TAXES
FOR MAINTENANCE & OPERATIONS THAN LAST YEAR'S
TAX RATE**

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

SECTION 1: That there is hereby fixed, levied and assessed for the fiscal year beginning October 1, 2022, and ending September 30, 2023, an ad valorem tax of on each \$100 valuation of property within the limits of the City of Pharr and not exempt from taxation by valid law; that such ad valorem tax shall be apportioned between the interest and sinking fund and the general fund as follows:

M & O	\$.56710
I & S	\$ <u>.1505</u>
TOTAL RATE	\$.7176

SECTION 2: The Tax Assessor and Collector of the City of Pharr, is hereby directed to assess for such fiscal year the rate herein fixed and levied, and to collect such taxes in accordance with this Ordinance.

SECTION 3: The fact that the fixing and levying of Ad Valorem taxes is of great

importance to the order, health, safety and general welfare of the public creates an emergency. The requirement that this Ordinance is to be read on three (3) separate meetings is hereby waived and dispensed with and this Ordinance shall take effect and be in full force from and after its passage and approval. Publication may also be in caption form as allowed under Section 9 of the Pharr City Charter.

**APPROVED AND ADOPTED BY THE BOARD OF CITY COMMISSIONERS OF
THE CITY OF PHARR, TEXAS**, on this the 19th day of September 2022.

CITY OF PHARR

AMBROSIO "AMOS" HERNANDEZ, MAYOR

ATTEST:

HILDA PEDRAZA, CITY CLERK



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 7.C.

DATE SUBMITTED: September 14, 2022

MEETING DATE: September 19, 2022

FROM: Roland Gomez, Director

DEPARTMENT: Building and Code Compliance

DIRECTOR: Roland Gomez

Agenda Item: Consideration and action, if any, on Ordinance amending O-2019-36 Fee Schedule for building permits, plan review and land use development (*1st Reading*). **This item supports EV - Economic Vitality.**

Classification: Regular

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

Issue: Amending fee Ordinance to be in line with neighboring cities.

Fiscal Consideration: N/A

Staff Recommendation: Staff recommends approval.

Alternatives: N/A

Exclude Material from Public Packet? No

Reason: N/A

ROUTING:

Roland Gomez

Created/Initiated - 9/14/2022

Roland Gomez

Approved - 9/14/2022

Patricia Rigney

Approved - 9/15/2022

Karla Saavedra

Approved - 9/16/2022

City Management Office

Final Approval - 9/16/2022

ORDINANCE NO. O-2022-_____

AN ORDINANCE AMENDING THE CITY OF PHARR'S SCHEDULE OF FEES ORDINANCE O-2019-36 BY UPDATING FEES IMPOSED BY THE CITY FOR BUILDING PERMITS, PLAN REVIEW AND LAND USE DEVELOPMENT FEES; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND NAMING AN EFFECTIVE DATE.

WHEREAS, the City of Pharr is authorized to adopt regulations governing the development of land within the City in the interest of the public health, safety and welfare of its citizens; and

WHEREAS, Governor Abbot signed HB 852 on May 21, 2019 which prohibits municipalities from using valuation as a basis to determine residential permitting fees; and

WHEREAS, the City's Development Services Department has reviewed the City's permitting fees and determined that changes are necessary to comply with HB 852; and

WHEREAS, upon review and consideration of the foregoing factors, the Board of Commissioners has determined that the building permitting fees should be amended as set forth below;

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

- SECTION 1:** That the City of Pharr hereby adopts in its entirety the amended schedule of fees attached hereto as Exhibit "A" updating fees imposed by the City for building permitting, plan review fees and land use development fees.
- SECTION 2:** That this ordinance shall be cumulative of all other ordinances of the City of Pharr and shall not repeal any of the provisions of such ordinances, except in those instances where provisions of such ordinances are in direct conflict with the provisions of this ordinance.
- SECTION 3:** It is the intention of the Board of Commissioners that this Ordinance, and every provision hereof, shall be considered severable, and the invalidity or unconstitutionality of any section, clause, provision, or portion of this Ordinance shall not affect the validity or constitutionality of any other portion of this Ordinance
- SECTION 4:** The fees in this ordinance shall become effective immediately upon passage.

DULY PASSED AND APPROVED this, the _____ day of September, 2022.

AMBROSIO HERNANDEZ, MAYOR

ATTEST:

HILDA PEDRAZA, CITY CLERK

APPROVED BY:

PATRICIA RIGNEY, CITY ATTORNEY

EXHIBIT "A"
CITY OF PHARR- BUILDING AND CODE COMPLIANCE DEPARTMENT
BUILDING PERMIT FEES

1. Annual Registration for Multi-Family Dwellings

Annual Registration (Certificate of Occupancy)	\$50.00
Occupancy Inspection	\$20.00 per unit

2. Certificate of Occupancy

Types of Certificate of Occupancy	Amount
Commercial	\$75.00 (inspection included)
Residential	\$50.00 (inspection included)
Replacement CO	\$10.00 \$25.00

3. Carports, Canopies, Porches and Patios

Processing Fee	\$20.00
Residential	\$0.17 per square foot
Commercial	\$0.20 per square foot

4. Commercial Building Permits (New, Additional, Alteration, Remodel, Interior Finish, Demolition, Plumbing Site Build, Access Control, Cell Tower, Commercial Generators. Fire, mechanical, electrical, plumbing, water meter and sewer tapping/connection are separate fees).

Processing fee

\$50.00 plus cost of permit

Schedule of Permit Fees Total Valuation	
Valuation	Fee
\$1,000.00 and less	No Fee, unless inspection required, in which case a \$15.00 \$20.00 fee for each inspection shall be charged, re-inspections included.
\$1,000.00 to \$50,000.00	\$15.00 \$20.00 for the first \$1,000 plus \$5.00 for each additional thousand or fraction thereof, to and including \$50,000
\$50,000.00 to \$100,000.00	\$260.00 for the first \$50,000 plus \$4.00 for each additional thousand or fraction thereof to and including \$100,000.00
\$100,000.00 to \$500,000.00	\$460.00 for the first \$100,000.00 plus \$3.00 for each additional thousand or fraction thereof to and including \$500,000.00
\$500,000.00 and up	\$1,660.00 for the first \$500,000.00 plus \$2.00 for each additional thousand or fraction thereof.
Note: Plan review checking fee for commercial buildings shall be equal to one-half of the building permit fee. The plan review checking fee is in addition to the building permit fee. The City of Pharr will determine the valuations of a building or an alteration by the use of Valuation Data as attached in "Exhibit A-1"	

5. **Sidewalk, Curb cut and Driveway Permit** \$40.00

6. **Demolition Permit**

Residential 500 sq. ft. or less + \$.10 per sq. ft. after 500 sq. ft.	\$50.00
Commercial - Up to 3000 sq. ft 3,001 to 6,000 sq. ft. - Over 6,000 sq. ft.	\$150.00 \$200.00 \$250.00 + \$25.00 for every additional 1,000 sq. ft.

7. **Electrical**

Minimum Permit Fee	\$10.00 \$25.00
Temporary Pole	\$10.00 \$25.00
Reinspection	\$10.00
Working Clearance	\$20.00 \$50.00
New Service Fees:	
100 amps or less	\$40.00
125 amps	\$50.00
150 amps	\$60.00
200 amps	\$70.00
250 amps	\$80.00
More than 250 amps	\$100.00
Circuits or Feeders	\$3.00
Change of or increase of service	\$20.00 \$30.00
Relocate service	\$20.00 \$30.00
T.V. cable transformer	\$20.00
Inspection to reset meters	\$10.00 \$20.00
Added circuits to panelboards	\$20.00
Mobile homes	\$20.00

8. **Garage Sale Permits** ~~\$10.00~~ \$15.00 (limit 2 per calendar year)

9. **Lawn Irrigation Systems**

Residential	\$150.00
Commercial	\$250.00

10. **Mechanical** (other than gas piping systems) ~~\$10.00~~ \$30.00 (for issuing each permit)

Tons	Fees
1 – 2	\$20.00 for the first ton plus \$20.00 for additional ton. A fraction of a ton is \$10.00
2 – 4	\$40.00 for the first 2 tons plus \$10.00 for each additional ton. A fraction of a ton is \$5.00
4 – 10	\$60.00 for the first 4 tons plus \$5.00 for each additional ton. A fraction of a ton is \$2.50

More than 10	\$90.00 for the first 10 tons plus \$2.00 for each additional ton or fraction thereof
Note: Fee(s) listed above apply for inspecting heating, ventilating, duct work, air-conditioning, exhaust, venting, combustion air, pressure vessel, solar, fuel oil and refrigeration systems and appliance installations. 400 square feet of air-conditioned area = 0 ton air conditioning = 12,000 BTU 3412 BTU = 1 KWH	

Repairs, alterations, additions to existing system or re-inspections

\$10.00 + Base Fee

Inspection: Boilers

\$30.00 + Base Fee

Temporary operation of heating, ventilating, refrigeration or air-conditioning system or portion thereof

\$20.00 + Base Fee

11. Moving Permits

New Wood frame house (driveway included)	\$100.00 \$125.00
Used house older than 5 years (driveway included)	\$100.00 \$125.00 plus \$100.00 \$125.00 inspection fee
New Manufactured home (driveway included)	\$50.00 \$75.00
Used Manufactured home (driveway included)	\$50.00 \$75.00 plus \$100.00 \$125.00 inspection fee
Used or Relocation of Portable Buildings	\$100.00 \$125.00 plus \$100.00 \$125.00 inspection fee
Note: An additional \$.50 \$.75 per mile of travel round trip from city hall, non-refundable, if outside limits shall be applied to used homes/manufactured homes.	

12. Plumbing

Schedule of Permit Fees	
Plumbing fixtures, per fixture	\$6.00
Gas line	\$10.00 \$25.00
Water or sewer line	\$10.00 \$15.00
Private sewer connection	\$10.00 4"- \$25.00 / 6"- \$35.00
Public sewer tap or connection (unless otherwise stated)	\$175.00
Sand/grease tap	\$20.00 \$25.00
Miscellaneous	\$10.00
Permit	\$20.00 \$30.00

13. Residential Permits

Processing Fee ~~\$10.00~~ \$20.00 plus cost of permit

New Single-Family Residential Construction, additions, remodels/alterations	\$0.34 per square foot
New Multi-Family (Duplex, Triplex, 4 or more units), additions, remodels/alterations	\$0.40 per square foot
Solar Panels	\$175.00
Reroof	\$110.00
Residential Swimming Pools	\$125.00
Accessory residential structure	\$0.34 per square foot

14. Registration of Contractors (Annual Registration Fee)

General Contractor	\$100.00 \$50.00 \$75.00 annual renewal fee
Sign Contractor	\$75.00 \$100.00 \$25.00 \$75.00 annual renewal fee
Irrigation Contractor	\$75.00 \$100.00 \$25.00 \$75.00 annual renewal fee
Demolition Contractor	\$75.00 \$100.00 \$25.00 \$75.00 annual renewal fee
Mechanical, Electrical, Plumbing Contractors	No fee applied per State Law (registration/license required)

15. Reinspection Fees:

First Reinspection	\$50.00
Second Reinspection	\$75.00
Third Reinspection	\$100.00
Additional Reinspection	\$125.00
After hours and Saturday Inspections	\$150.00
Note: Reinspection fees will be applied to final inspection requests and certificate of occupancy	

16. Sewer Tap Charge

Residential	\$1,100.00
Multi-Family (Duplex, Triplex, Four-Plex)	\$3,000.00
Commercial	\$5,000.00
Apartment House	\$6,000.00
Note: Apartment house shall mean a building or buildings containing five (5) or more dwelling units. Any new apartment house with more than five (5) dwelling units, a \$75.00 surcharge will be charged for each additional dwelling unit over five (5).	

17. Sign Permit Fee

Value	Fee	Fee if Electrified
\$0.00 - \$100.00	\$15.00 \$20.00	\$50.00
\$101.00 - \$500.00	\$30.00 \$40.00	\$60.00
\$501.00 - \$1,000.00	\$50.00 \$60.00	\$90.00

Over \$1,000.00	\$50.00 \$80.00 plus \$5.00 for each additional \$1,000.00 valuation or portion thereof	Add \$70.00 \$100.00
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18. Water Tap Charge

Meter Size	Water Tap Charge
3/4"	\$900.00
1"	\$1,400.00
1 1/2"	\$2,100.00
2"	\$4,000.00
3"	\$7,500.00
4"	\$10,600.00
6" and over	\$12,200.00

19. Other

Refunds	Request to refund permit, shall be refunded less 10% of permit fee, if no plan review nor legal notice was done.
Extensions	Extension fee shall be 25% of the original permit fee for up to 6 months (permit must be requested prior to lapsing of original permit, limit two total.
After the Fact (ATF)	Double the permit fee.

EXHIBIT A-1

TYPE OF CONSTRUCTION	TYPE I	TYPE II	TYPE III	TYPE IV	TYPE V
APARTMENT (R)	37.00	35.00	33.00	33.00	32.00
AUTOMOBILE PARKING STRUCTURE (S)	26.00	24.00	21.00	21.00	21.00
CHURCH (A)	43.00	40.00	36.00	35.00	35.00
CONVALESCENT (I)	51.00	48.00	43.00	43.00	41.00
DWELLING (R)	41.00	40.00	37.00	36.00	34.00
EDUCATIONAL (E)	42.00	40.00	36.00	36.00	36.00
FACTORY – INDUSTRIAL	26.00	24.00	20.00	20.00	20.00
HAZARDOUS (H)	22.00	20.0	18.00	18.00	18.00
HOSPITAL (I)	73.00	70.00	68.00	68.00	64.00
HOTEL (R)	41.00	39.00	35.00	34.00	33.00
OFFICE	44.00	41.00	37.00	33.00	32.00
PRIVATE GARAGE AND /OR SHED (S)	20.00	18.00	16.00	16.00	16.00
PUBLIC GARAGE (S)	26.00	24.00	21.00	19.00	19.00
RESTAURANT (A OR B)	44.00	43.00	39.00	37.00	37.00
RETAIL STORE (M)	35.00	32.00	28.00	27.00	26.00
SERVICE STATION (B)	41.00	39.00	35.00	35.00	34.00
THEATER (A)	48.00	46.00	37.00	36.00	36.00
WAREHOUSE (S)	21.00	19.00	17.00	17.00	17.00
CARPORT	NP	NP	NP	07.00	06.00
PATIO	NP	NP	NP	08.00	08.00
SCREENED PATIO	NP	NP	NP	19.00	19.00

A deduction of \$1,400 shall be made to structure that are not air conditioned with the exception of storage and factory occupancies.

**EXHIBIT “B”
CITY OF PHARR- DEVELOPMENT SERVICES DEPARTMENT
PLANNING AND ZONING FEES**

1. Administrative Fees

Type of Administrative Fees	Amount
Easement Vacation	\$300.00 processing fee
Right-of-way abandonment or closure	\$300.00 processing fee + \$100.00 (nominal value of land, unless increased by City Commission or justified by appraisal
Zoning Verification Letters	\$75.00 processing fee
Governmental Related Agreements	\$500.00 processing fee
Use of City Easement Property by Private Parties	\$500.00 administrative fees
Fiber Optic Licenses	\$3,500.00 each fiber optic
Petrochemical Pipelines on City Property	\$5,000.00 processing fee
Wireless Communication Towers on City-Owned Property	\$3,500.00 per wireless communication tower
Sale of Surplus Real Property	\$815.00 processing fee
Granting and releasing of easements	\$150.00 processing fee
Right of Entry	Up to \$300.00

2. Board of Adjustment Request

Board of Adjustment Request	Amount
Variance	\$750.00 per case
Special Exception	\$750.00 per case
Appeal of an Administrative Determination	\$750.00 per case

3. Building and Standards Commission Appeals

Type of Building and Standards Commission Appeal	Amount
Per Appeal	\$150.00

4. BYOB (Bring Your Own Bottle) Fee

Type of BYOB Permit Fee(s)	Amount
Event	\$250.00
Venue	\$750.00

5. Change of Zoning Request

<u>Commercial or Industrial Zones – (O-P), (N-C), (C), (C-2), (H-C), (L-I), (H-I)</u>	<u>Amount Per Acre</u>
Less than one (1) acre	\$200.00
1.0 acre to 4.99 acres	\$300.00
5.0 acres and over	\$400.00 plus \$50.00 per acre over the first 5 acres
<u>Planned Unit Development (PUD)</u>	
5.0 acres and over	\$650.00 + \$75.00 per acre over 5 acres
<u>Residential Zones – (R-1), (R-MF), (R-MFHD), (R-HCMH)</u>	
Less than one (1) acre	\$150.00
1.0 acre to 4.99 acres	\$250.00
5.0 acres and over	\$250.00 plus \$25.00 per acre over the first 5 acres

6. Conditional Use Permit Application(s)

Type of Conditional Use Permit	Amount
Alcohol Beverage Permit	Alcohol as a principle use: \$350.00 application fee + \$200.00 per year renewal fee Food as a principle use: \$1,000.00 application fee + \$200.00 per year renewal fee
Life of the Use Permits (all other)	\$250.00
All other Conditional Use Permits	\$150.00 + \$50.00 per year renewal fee
Special Use Permit	\$150.00 + \$50.00 per renewal fee
New Cell Towers	\$1,000.00 application fee
New Owner Existing Tower	\$1,000.00 application fee
Co-Location	\$1,000.00 application fee
Section 6409 (a)	\$1,000.00

7. Copies of City Ordinance(s)

Types of City Ordinance(s)	Amount
Zoning Ordinance	\$50.00 per ordinance (hard copy) or \$25.00 (digital copy)
Subdivision Ordinance	\$50.00 per ordinance (hard copy) or \$25.00 (digital copy)
Sign Ordinance	\$50.00 per ordinance (hard copy) or \$25.00 (digital copy)
Landscaping Ordinance	\$50.00 per ordinance (hard copy) or \$25.00 (digital copy)
Standards Manual (Const. and Development Guide)	\$50.00 per ordinance (hard copy) or \$25.00 (digital copy)

8. Credit Access Businesses

Credit Access Business Registration Certificate	\$50.00
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9. Existing Off-Premise Billboard Sign Fee

Size of Sign	Amount
Small (0 to 72 sq. ft.)	\$100.00 per year
Medium (73 to 300 sq. ft.)	\$150.00 per year
Large (301 to 672 sq. ft.)	\$200.00 per year
Small Digital (0 to 382 sq. ft.)	\$300.00 per year
Large Digital (383 to 672 sq. ft.)	\$500.00 per year

10. Maps and GIS Document Fee(s)

Description	Sq. Ft.	B & W	Color
Letter	.6	\$2.00	\$2.00
Legal	.8	\$2.00	\$3.00
Tabloid	1.3	\$4.00	\$5.00
Wall Maps	Price per sq. ft.	\$2.80 sq. ft.	\$4.00 sq. ft.

11. Street Name or City Park/Building Name Change Fee

Type of Administrative Fees	Amount
Street Name	\$500.00 processing fee
City Park/Building	\$500.00 processing fee

12. Subdivision Fees

Type of Subdivision Fee(s)	Amount
Commercial Subdivision Plat Application	\$325.00 + \$15.00 per acre
Industrial Subdivision Plat Application	\$325.00 + \$15.00 per acre
Residential Subdivision Plat Application: - Up to 1 acre 1 acre to 4.99 acres 5 or more acres	\$275.00 \$300.00 \$60.00 per acre
Subdivision Inspection Fees	Three (3%) percent of the total of public improvements cost or \$300.00 minimum
Water System Subdivision Fee	\$100.00 per acre
Sewer System Subdivision Fee	\$75.00 per acre
Right-of-way Testing Fee	Three (3%) percent of the total public improvements cost. Excess to be refunded to payee.
Street Sign Materials Fee	\$175.00 per street or stop sign
Fire Hydrant and Fire Ring Fee	\$50.00 for both
Parkland Dedication Fee: - Single-Family Residential - All other residential zones	\$1,250.00 per acre \$250.00 per dwelling unit
Re-Inspections	1 st request: \$300.00 2 nd request: \$350.00 3 rd or more: \$400.00
Multiple Pre-Construction/Development Subdivision Meetings	\$ 150.00 for every additional request, after the first scheduled meeting
Request for extension after 6 months	½ of subdivision filing fee

For any item not specifically included in the preceding schedule, the Development Services Department shall establish a fee consistent with the level of work and necessary inspections established by the schedule and the applicant shall be advised accordingly.



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 7.D.

DATE SUBMITTED: September 7, 2022

MEETING DATE: September 19, 2022

FROM: Hilda Pedraza, City Clerk

DEPARTMENT: PEDC II

DIRECTOR: Victor Perez

Agenda Item: Consideration and action, if any, on Resolution appointing/re-appointing four (4) members to the Pharr Economic Development Corporation II Board of Directors. **This item supports SG - Sound Governance and Fiscal Transparency. (TABLED)**

Classification: Regular

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

Issue: To be discussed in City Commission.

Fiscal Consideration: NA

Staff Recommendation: Staff recommends approval.

Alternatives: NA

Exclude Material from Public Packet? No

Reason: NA

ROUTING:

Hilda Pedraza
Patricia Rigney
City Management Office

Created/Initiated - 9/7/2022
Approved - 9/7/2022
Final Approval - 9/16/2022

STATE OF TEXAS
COUNTY OF HIDALGO
CITY OF PHARR

§
§
§

RESOLUTION
NO. R-2022-__

WHEREAS, the Pharr Economic Development Corporation, Inc., was created pursuant to Section 48 of Article 5190.6 V.T.C.S.; and

WHEREAS, Article 5190-V.T.C.S., the Development Corporation Act of 1979, Section 48, provides that the Economic Development Corporation II shall be governed by seven (7) Directors appointed by the governing body of the City who shall serve a two (2) year term or at the pleasure of such governing body; and

WHEREAS, the terms of Marty Moore, Efrain Matamoros, Reynaldo Perez, and Mario Lizcano will expire on September 3, 2022; and

WHEREAS, appointment/re-appointment of four (4) members needs to be made at this time.

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

That the following persons are hereby appointed to the Board of Directors of the Pharr Economic Development Corporation, Inc.:

<u>NAME:</u>	<u>LENGTH OF TERM:</u>
1.	2 years (expiring 09-03-24)
2.	2 years (expiring 09-03-24)
3.	2 years (expiring 09-03-24)
4.	2 years (expiring 09-03-24)

Said Directors shall serve a two (2) year term or at the pleasure of the City Commission and shall assume the duties, responsibilities and powers provided by law and by the Articles of Incorporation and by-laws of the Pharr Economic Development Corporation II, Inc., immediately upon appointment.

APPROVED AND ADOPTED BY THE BOARD OF COMMISSIONERS OF THE CITY OF PHARR, TEXAS, on this the 15th day of August, 2022.

CITY OF PHARR

ATTEST:

AMBROSIO HERNANDEZ
MAYOR

HILDA PEDRAZA, CITY CLERK



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 7.E.

DATE SUBMITTED: September 9, 2022

MEETING DATE: September 19, 2022

FROM: Beatriz Fuentes, HR Coordinator

DEPARTMENT: Administration

DIRECTOR: Anali Alanis

Agenda Item: Consideration and action, if any, on Resolution appointing/re-appointing (1) member to the Pharr Firefighters and Police Officer's Civil Service Commission. **This item supports SG - Sound Governance and Fiscal Transparency.**

Classification: Regular

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

Issue: Consideration and action, if any, on appointing/re-appointing (1) member to the Pharr Firefighters and Police Officer's Civil Service Commission.

Fiscal Consideration: N/A

Staff Recommendation: Staff recommends appointing/re-appointing of (1) member.

Alternatives: N/A

Exclude Material from Public Packet? No

Reason: N/A

ROUTING:

Beatriz Fuentes
Patricia Rigney
City Management Office

Created/Initiated - 9/9/2022
Approved - 9/9/2022
Final Approval - 9/16/2022

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22

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NO. R-2022-_____

HILDA PEDRAZA, CITY CLERK



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 8.A.

DATE SUBMITTED: September 16, 2022

MEETING DATE: September 19, 2022

FROM: Karla Saavedra, Finance Director

DEPARTMENT: Finance

DIRECTOR: Karla Saavedra

Agenda Item: Consideration and action, if any, on the Proposed Expenditure Allocation Budget from the American Rescue Plan Act (ARPA) funding. **This item supports SG - Sound Governance and Fiscal Transparency.**

Classification: Regular

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

Issue: The City of Pharr received funds from the American Rescue Plan Act (ARPA) allocation of \$28,232,868 due to the pandemic in 2020.

The funding is expected to be obligated by the end of December 2024 and used by December 2026.

This is the proposed allocation of how to obligate those funds.

Fiscal Consideration: \$28,232,868

Staff Recommendation: To approve.

Alternatives: To deny

Exclude Material from Public Packet? No

Reason: N/A

ROUTING:

Karla Saavedra
Cynthia Garza
Patricia Rigney
City Management Office

Created/Initiated - 9/16/2022
Approved - 9/16/2022
Approved - 9/16/2022
Final Approval - 9/16/2022



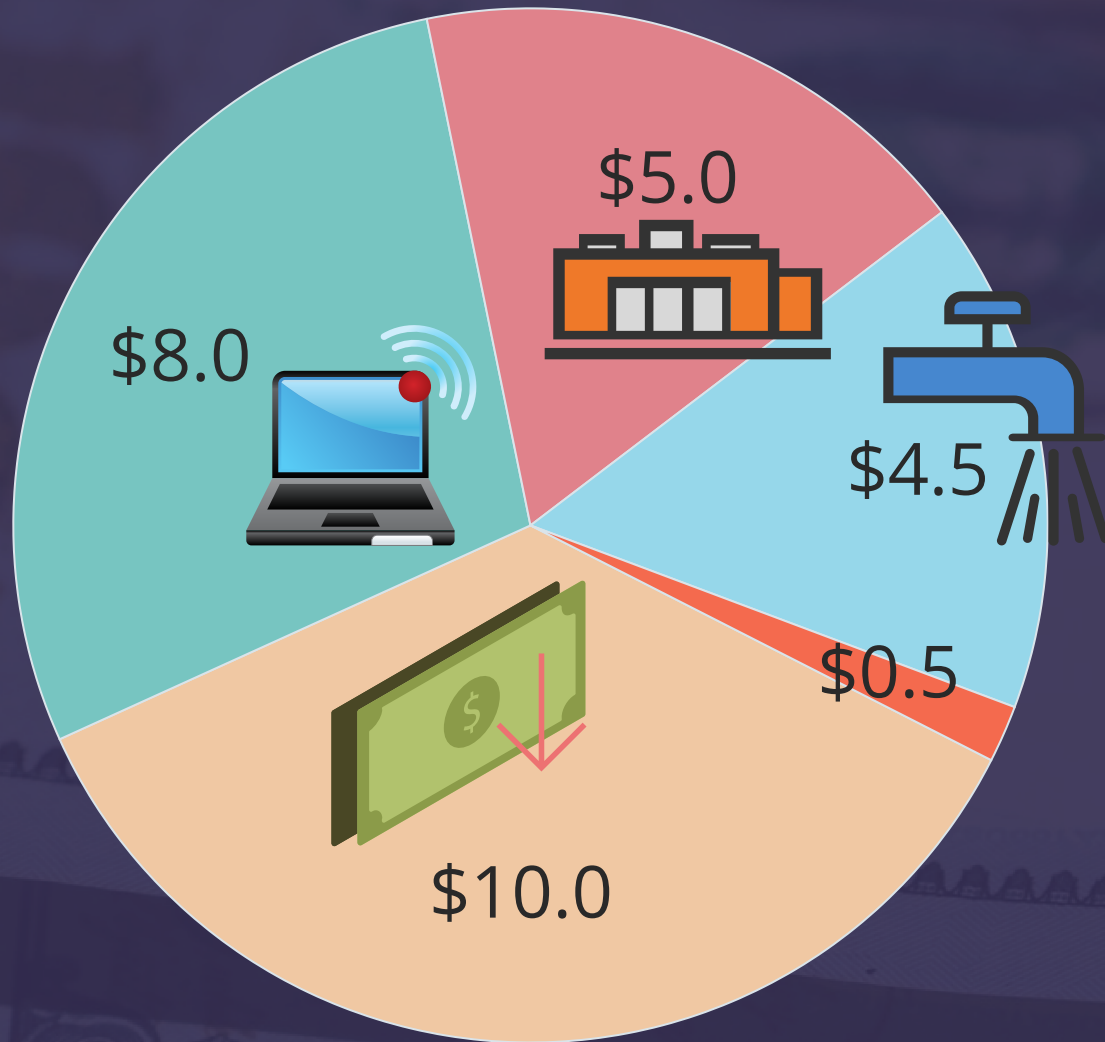
AMERICAN RESCUE PLAN ACT OF 2021

CATEGORY	PROPOSED AMOUNT
Infrastructure-Water & Sewer	\$ 4,537,425
Infrastructure-Broadband	\$ 8,066,534
Public Safety	\$ 5,041,584
Revenue Replacement	\$ 10,000,000
Administration -Evaluation & Data Analysis	\$ 587,325
Total	\$ 28,232,868

ARPA FUNDING



ARPA Funding Proposed Allocations



Revenue Loss	\$35.7%
Broadband	\$28.6%
Emergency Respond Infrastructure	\$17.9%
Water Infrastructure	\$16.1%
Administration	\$1.8%

**\$28
Million
Total**



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 8.B.

DATE SUBMITTED: September 15, 2022

MEETING DATE: September 19, 2022

FROM: Karla Saavedra, Finance Director

DEPARTMENT: Finance

DIRECTOR: Karla Saavedra

Agenda Item: Consideration and action, if any, approving budget for Pharr Economic Development Corporation II for FY 2022-2023. **This item supports SG - Sound Governance and Fiscal Transparency.**

Classification: Regular

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

Issue: This budget is reported under the City of Pharr as a component unit; therefore a separate item is recommended to approve the budget.

Fiscal Consideration: See Attached

Staff Recommendation: To approve,

Alternatives: To deny

Exclude Material from Public Packet? No

Reason:

n/a

ROUTING:

Karla Saavedra

Karla Saavedra

Patricia Rigney

City Management Office

Created/Initiated - 9/15/2022

Approved - 9/15/2022

Approved - 9/16/2022

Final Approval - 9/16/2022

**CITY OF PHARR, TX
DISCRETE COMPONENT UNIT
PEDC II FUND
SUMMARY OF REVENUES AND EXPENSES**

	ACTUAL 2020-2021	ORIGINAL BUDGET 2021-2022	AMENDED BUDGET 2021-2022	PROJECTED ACTUAL 2021-2022	PROPOSED BUDGET 2022-2023
<u>REVENUES</u>					
Sales Tax	\$ 6,504,200	\$ 6,584,200	\$ 6,589,800	\$ 6,986,300	\$ 7,440,500
Interest	64,000	30,000	30,000	97,000	50,000
Debt Proceeds	-	12,000,000	12,000,000	47,000,000	-
Land Sale Proceeds	-	-	-	-	1,198,200
Other	1,303,200	157,200	157,200	115,000	157,200
Total	\$ 7,871,400	\$ 18,771,400	\$ 18,777,000	\$ 54,198,300	\$ 8,845,900
<u>EXPENSES</u>					
Personnel	\$ 749,900	\$ 900,700	\$ 906,300	\$ 773,000	\$ 960,500
Supplies	9,200	23,500	23,500	15,900	23,500
Maintenance	20,300	78,000	78,000	35,000	326,100
Rentals	4,200	7,200	7,200	-	7,200
Other Services	578,000	690,100	690,100	675,700	1,240,100
Vehicle Maintenance	200	1,300	1,300	-	1,300
Debt Service	2,094,400	2,543,400	2,543,400	3,288,500	2,773,000
Capital Outlay	3,304,900	450,000	450,000	30,395,900	13,656,200
Non-Departmental	545,200	916,400	916,400	1,012,600	1,353,400
Transfers Out	1,820,500	13,160,800	13,160,800	1,160,800	2,160,800
Total	\$ 9,126,800	\$ 18,771,400	\$ 18,777,000	\$ 37,357,400	\$ 22,502,100
Net Revenues Over/(Under) Expenses	\$ (1,255,400)	\$ -	\$ -	\$ 16,840,900	\$ (13,656,200) *

*Cash available from Debt Proceeds



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 8.C.

DATE SUBMITTED: September 15, 2022

MEETING DATE: September 19, 2022

FROM: Karla Saavedra, Finance Director

DEPARTMENT: Finance

DIRECTOR: Karla Saavedra

Agenda Item: Consideration and action, if any, approving budget for Tax Increment Reinvestment Zone No. 1 for FY 2022-2023. **This item supports SG - Sound Governance and Fiscal Transparency.**

Classification: Regular

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

Issue: This budget is reported under the City of Pharr as a component unit; therefore a separate item is recommended to approve budget.

Fiscal Consideration: see attached

Staff Recommendation: To approve

Alternatives: To deny

Exclude Material from Public Packet? No

Reason:

ROUTING:

Karla Saavedra
Karla Saavedra
Patricia Rigney
City Management Office

Created/Initiated - 9/15/2022
Approved - 9/15/2022
Approved - 9/16/2022
Final Approval - 9/16/2022

CITY OF PHARR, TX
 BLENDED COMPONENT UNIT
 TAX INCREMENT REINVESTMENT ZONE #1 FUND
 SUMMARY OF REVENUES AND EXPENSES

	ACTUAL 2020-2021	ORIGINAL BUDGET 2021-2022	AMENDED BUDGET 2021-2022	PROJECTED ACTUAL 2021-2022	PROPOSED BUDGET 2022-2023
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REVENUES

Property Tax	\$ 667,998	\$ 950,700	\$ 950,700	\$ 950,700	\$ 996,600
Other	4,032	-	-	-	

Total	\$ 672,030	\$ 950,700	\$ 950,700	\$ 950,700	\$ 996,600
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EXPENSES

Incentives	-	-	-	-	-
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Total	\$ -	\$ -	\$ -	\$ -	\$ -
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Net Revenues Over/(Under) Expenses	\$ 672,030	\$ 950,700	\$ 950,700	\$ 950,700	\$ 996,600
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AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 8.D.

DATE SUBMITTED: September 15, 2022

MEETING DATE: September 19, 2022

FROM: Karla Saavedra, Finance Director

DEPARTMENT: Finance

DIRECTOR: Karla Saavedra

Agenda Item: Consideration and action, if any, approving budget for Tax Increment Reinvestment Zone No. 2 for FY 2022-023. **This item supports SG - Sound Governance and Fiscal Transparency.**

Classification: Regular

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

Issue: This budget is reported under the City of Pharr as a component unit; therefore a separate item is recommended to approve the budget.

Fiscal Consideration: N/A

Staff Recommendation: Approval of Budget

Alternatives: N/A

Exclude Material from Public Packet? No

Reason: N/A

ROUTING:

Karla Saavedra

Karla Saavedra

Patricia Rigney

City Management Office

Created/Initiated - 9/15/2022

Approved - 9/15/2022

Approved - 9/16/2022

Final Approval - 9/16/2022

CITY OF PHARR, TX
 BLENDED COMPONENT UNIT
 TAX INCREMENT REINVESTMENT ZONE #2 FUND
 SUMMARY OF REVENUES AND EXPENSES

	ACTUAL 2020-2021	ORIGINAL BUDGET 2021-2022	AMENDED BUDGET 2021-2022	PROJECTED ACTUAL 2021-2022	PROPOSED BUDGET 2022-2023
<u>REVENUES</u>					
Property Tax	\$ 478,017	\$ 682,600	\$ 682,600	\$ 630,000	\$ 665,300
Other	3,915				
Total	<u>\$ 481,932</u>	<u>\$ 682,600</u>	<u>\$ 682,600</u>	<u>\$ 630,000</u>	<u>\$ 665,300</u>
<u>EXPENSES</u>					
Incentives	-	-	-	-	-
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Net Revenues Over/(Under) Expenses	<u>\$ 481,932</u>	<u>\$ 682,600</u>	<u>\$ 682,600</u>	<u>\$ 630,000</u>	<u>\$ 665,300</u>



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 8.E.

DATE SUBMITTED: September 15, 2022

MEETING DATE: September 19, 2022

FROM: Karla Saavedra, Finance Director

DEPARTMENT: Finance

DIRECTOR: Karla Saavedra

Agenda Item: Consideration and action, if any, approving budget for Pharr Housing Finance Corporation for FY 2022-2023. **This item supports SG - Sound Governance and Fiscal Transparency.**

Classification: Regular

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

Issue: This budget is reported under the City of Pharr as a component unit; therefore a separate item is recommended to approve the budget.

Fiscal Consideration: See attached

Staff Recommendation: To approve

Alternatives: n/a

Exclude Material from Public Packet? No

Reason: n/a

ROUTING:

Karla Saavedra

Created/Initiated - 9/15/2022

Karla Saavedra

Approved - 9/15/2022

Patricia Rigney

Approved - 9/16/2022

City Management Office

Final Approval - 9/16/2022

CITY OF PHARR, TX
DISCRETE COMPONENT UNIT
PHARR HOUSING FINANCE CORPORATION
SUMMARY OF REVENUES AND EXPENSES

	ACTUAL 2020-2021	ORIGINAL BUDGET 2021-2022	AMENDED BUDGET 2021-2022	PROJECTED ACTUAL 2021-2022	PROPOSED BUDGET 2022-2023
<u>REVENUES</u>					
Development Fees	\$ -	\$ -	\$ -	\$ -	\$ -
Other	5,501	6,000	6,000	-	-
Total	\$ 5,501	\$ 6,000	\$ 6,000	\$ -	\$ -
<u>EXPENSES</u>					
Professional Fees	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -
Net Revenues Over/(Under) Expenses	\$ 5,501	\$ 6,000	\$ 6,000	\$ -	\$ -



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 8.F.

DATE SUBMITTED: September 15, 2022

MEETING DATE: September 19, 2022

FROM: Karla Saavedra, Finance Director

DEPARTMENT: Finance

DIRECTOR: Karla Saavedra

Agenda Item: Consideration and action, if any, approving the budget for Pharr Housing Finance Corporation Jackson Place Apartments for FY 2022-2023. **This item supports SG - Sound Governance and Fiscal Transparency.**

Classification: Regular

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

Issue: This budget is reported under the City of Pharr as a component unit; therefore a separate item is recommended to approve the budget.

Fiscal Consideration: See attached

Staff Recommendation: To approve.

Alternatives: To deny

Exclude Material from Public Packet? No

Reason: n/a

ROUTING:

Karla Saavedra

Karla Saavedra

Patricia Rigney

City Management Office

Created/Initiated - 9/15/2022

Approved - 9/15/2022

Approved - 9/16/2022

Final Approval - 9/16/2022

CITY OF PHARR, TX
DISCRETE COMPONENT UNIT
PHFC/JACKSON PLACE APARTMENTS CORPORATION
SUMMARY OF REVENUES AND EXPENSES

	ACTUAL 2020-2021	ORIGINAL BUDGET 2021-2022	AMENDED BUDGET 2021-2022	PROJECTED ACTUAL 2021-2022	PROPOSED BUDGET 2022-2023
REVENUES					
Rent Revenue	\$ 2,917,699	\$ 3,083,200	\$ 3,083,200	\$ 3,243,822	\$ 3,263,100
Other	348,061	200,000	200,000	242,229	242,300
Total	<u>\$ 3,265,760</u>	<u>\$ 3,283,200</u>	<u>\$ 3,283,200</u>	<u>\$ 3,728,280</u>	<u>\$ 3,747,700</u>
EXPENSES					
Personnel Services	359,057	364,500	364,500	419,948	420,000
Maintenance	798,400	79,100	79,100	83,987	84,000
Other Services	-	198,700	198,700	423,900	424,000
Capital Outlay	-	-	-	59,183	59,200
Debt Service	2,254,044	2,250,100	2,250,100	2,250,100	2,250,100
Other	-	390,800	390,800	510,349	510,400
Total	<u>3,411,501</u>	<u>3,283,200</u>	<u>3,283,200</u>	<u>3,747,467</u>	<u>3,747,700</u>
Net Revenues Over/(Under) Expenses	<u>\$ (145,741)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (19,188)</u>	<u>\$ -</u>



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 8.G.

DATE SUBMITTED: September 15, 2022

MEETING DATE: September 19, 2022

FROM: Karla Saavedra, Finance Director

DEPARTMENT: Finance

DIRECTOR: Karla Saavedra

Agenda Item: Consideration and action, if any, approving budget for the Greater Pharr Chamber of Commerce for FY 2022-2023. **This item supports SG - Sound Governance and Fiscal Transparency.**

Classification: Regular

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

Issue: This budget is reported under the City of Pharr as a component unit; therefore a separate item is recommended to approve the budget.

Fiscal Consideration: see attached

Staff Recommendation: To approve

Alternatives: n/a

Exclude Material from Public Packet? No

Reason: n/a

ROUTING:

Karla Saavedra

Karla Saavedra

Patricia Rigney

City Management Office

Created/Initiated - 9/15/2022

Approved - 9/15/2022

Approved - 9/16/2022

Final Approval - 9/16/2022

CITY OF PHARR, TX
DISCRETE COMPONENT UNIT
GREATER PHARR CHAMBER OF COMMERCE
SUMMARY OF REVENUES AND EXPENSES

	ACTUAL 2020-2021	ORIGINAL BUDGET 2021-2022	AMENDED BUDGET 2021-2022	PROJECTED ACTUAL 2021-2022	PROPOSED BUDGET 2022-2023
<u>REVENUES</u>					
Memberships	\$ 34,800	\$ 30,000	\$ 31,500	\$ 34,700	\$ 57,700
Sponsorships	54,700	51,400	51,400	32,605	52,600
Transfer In	238,500	218,400	222,200	222,200	218,400
Total	\$ 328,000	\$ 299,800	\$ 305,100	\$ 289,505	\$ 328,700
<u>EXPENSES</u>					
Personnel	\$ 146,700	\$ 185,600	\$ 190,900	\$ 135,849	\$ 214,500
Supplies	14,900	54,500	54,500	28,000	54,500
Maintenance	300	3,500	3,500	-	3,500
Rentals	-	1,000	1,000	-	1,000
Other Services	39,100	55,200	55,200	55,319	55,200
Total	\$ 201,000	\$ 299,800	\$ 305,100	\$ 219,168	\$ 328,700
Net Revenues Over/(Under) Expenses	\$ 127,000	\$ -	\$ -	\$ 70,338	\$ -



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 9.A.

DATE SUBMITTED: September 12, 2022

MEETING DATE: September 19, 2022

FROM: Maritza Magallan, Purchasing Supervisor

DEPARTMENT: Purchasing

DIRECTOR: Ignacio Amezcua

Agenda Item: Consideration and action, if any, authorizing City Manager to award the supply contract for the Purchase and Delivery of Aluminum Sulfate Liquid Polymer Blend and Liquid Ammonium Sulfate to Chemtrade Chemicals from Parsippany, NJ. **This item supports IF - Infrastructure.**

Classification: Regular

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

Issue: Public Utilities is in need of a supply contract for the purchase and delivery of aluminum sulfate liquid polymer and liquid ammonium sulfate needed for the Water Treatment plant. On August 16, 2022 the purchasing department received bids for this supply contract. (Project# 2122-60-582-SP005-157)

Fiscal Consideration: N/A

Staff Recommendation: Public Utilities staff requests to award this supply contract to Chemtrade Chemicals for a period of one (1) year and the right to extend for two (2) additional years in one (1) year increments, subject to satisfactory performance.

Alternatives: N/A

Exclude Material from Public Packet? No

Reason: N/A

ROUTING:

Maritza Magallan
Ignacio Amezcua
Ruben Rosales
Patricia Rigney
Karla Saavedra
City Management Office

Created/Initiated - 9/12/2022
Approved - 9/12/2022
Approved - 9/13/2022
Approved - 9/13/2022
Approved - 9/14/2022
Final Approval - 9/16/2022



Pharr

Purchasing



CITY OF PHARR

BID OPENING: AUGUST 16, 2022 AT 3:00 P.M.

CITY COMMISSION ROOM 2ND FLOOR

SUPPLY CONTRACT FOR THE PURCHASE & DELIVERY OF ALUMINUM SULFATE LIQUID POLYMER BLEND AND LIQUID AMMONIUM SULFATE

PROJECT NO.: 2122-60-582-SP005-157

PARTICIPATING BIDDERS:					CHEMTRADE CHEMICALS PARSIPPANY, NJ		BRENNTAG SOUTHWEST, INC. LANCASTER, TX		UNIVAR SOLUTIONS USA, INC. KENT, WA	
ITEM NO.	COMMODITY NO.	DESCRIPTION	UOM	QTY	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	885-15-01001	LIQUID AMMONIUM SULFATE, DELIVERED	LIQUID LBS	466,000	\$0.22	\$100,190.00	\$0.23	\$104,989.80	\$0.49	\$230,204.00
2	885-15-01002	ALUMINUM SULFATE LIQUID POLYMER BLEND	LIQUID LBS	1,830,000	\$0.15	\$283,284.00	\$0.17	\$312,930.00	\$0.00	\$0.00
TOTAL					\$383,474.00		\$417,919.80		\$230,204.00	
ELECTRONIC BID SUBMITTED					YES		YES		YES	



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 9.B.

DATE SUBMITTED: September 9, 2022

MEETING DATE: September 19, 2022

FROM: Maricruz Gracia, Administrative Assistant

DEPARTMENT: Public Works

DIRECTOR: Rodrigo Davila

Agenda Item: Consideration and action, if any, on Interlocal Agreement with City of Weslaco for Animal Shelter Services. **This item supports SSC - Safe and Secure Community.**

Classification: Regular

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

Issue: The Public Works Department Animal Control Division - the city of Weslaco is increasing the per animal impounded fee from \$55 to \$65.

Fiscal Consideration: Based on animal intake monthly

Staff Recommendation: Approval

Alternatives: Not to approve

Exclude Material from Public Packet? No

Reason: N/A

ROUTING:

Maricruz Gracia
Rodrigo Davila
Patricia Rigney
City Management Office

Created/Initiated - 9/9/2022
Approved - 9/9/2022
Approved - 9/14/2022
Final Approval - 9/16/2022

STATE OF TEXAS	§	INTERLOCAL AGREEMENT
COUNTY OF HIDALGO	§	
SERVICE CONTRACT	§	

THIS AGREEMENT is made this ____ day of _____, 2022, by and between the **CITY OF WESLACO**, a Home Rule Municipal Corporation, hereinafter referred to as “**CITY**” located at 255 S. Kansas Avenue, Weslaco, Hidalgo County, Texas 78596 and **CITY OF PHARR** a Home Rule Municipal Corporation, hereinafter referred to as “**PHARR**”, located at 118 S. Cage Blvd. Pharr, Hidalgo County, Texas 78577.

RECITALS

WHEREAS, PHARR desires to engage with CITY for the provision of certain professional services, therefore CITY and PHARR mutually agree as follows:

SECTION I CONTRACT AGREEMENT

CITY agrees to provide PHARR Animal Control Operations and Impoundment as follows:

A. Impoundment services and all available information pertinent to said services, including reports and any other related data. CITY shall be responsible for the professional quality, technical accuracy, and the coordination of services furnished to PHARR.

B. CITY shall perform the professional services necessary to accomplish the work specified in this Agreement in accordance with all applicable State and Federal requirements in effect on the date of execution.

C. CITY will provide blank door tags and PHARR must provide individual door tags for each animal brought into CITY'S facility.

D. PHARR must submit all documentation needed for owner relinquished animals and quarantine animals, which include owner relinquish forms and dog bite reports.

E. PHARR must give CITY prompt written notice whenever PHARR observes or otherwise becomes aware of any deficiencies in CITY services.

F. Hours of operation:

- Citizens of Pharr may drop off animals at the shelter from 8:00 a.m. to 5:00 p.m. Monday through Friday and 9:00 a.m. to 11:00 a.m. Saturdays and Sundays.

SECTION II
CALL NOTIFICATION / REPRESENTATIVE

Each party will have a designated representative to receive any notices under this agreement and to act on their behalf as follows:

i) CITY OF PHARR
Rodrigo Davila, Public Works Director.
1015 E Ferguson Ave.
Pharr, Texas 78577

ii) CITY OF WESLACO
Jose Angel Pedraza, Health Official.
255 S. Kansas Avenue
Weslaco, Texas 78596

No other representative from PHARR may request services from CITY.

All notices required or permitted herein must be in writing and shall be forwarded by United States Mail, by Registered or Certified Mail, Return Receipt Requested, Postage Prepaid, to the party whom notice is to be given at the address set forth above or to such address as either party hereto may designate to the other by notice from time to time for the purpose. Notices shall be deemed given upon deposit in a receptacle of the United States Postal Service.

SECTION III
PAYMENTS AND FEES

PHARR agrees to pay CITY for services contracted herein as follows:

- A. PHARR shall pay CITY \$65.00 per animal impounded at CITY'S shelter.
- B. PHARR shall pay CITY \$55.00 per deceased animal taken to CITY'S shelter.
- C. PHARR citizens seeking to reclaim animals shall pay fees as set by CITY.
- D. PHARR citizens who drop off animals at the Weslaco Animal Care Facility will not be assessed a fee.
- E. PHARR shall pay CITY \$150.00 to tranquilize or euthanize an animal on site
- F. PHARR shall pay CITY \$250.00 to quarantine an animal.

Invoicing shall be completed in accordance with CITY'S Finance Department regulations and an activity log will be provided with PHARR'S invoice.

PHARR will approve all work submitted and authorize all payments made for services within 30 days from receipt of CITY'S invoice.

SECTION IV CHOICE OF LAW

This Agreement shall be governed by the laws of the State of Texas. Venue and jurisdiction shall lie in Hidalgo County, Texas.

SECTION V TERM OF AGREEMENT AND TERMINATION

- A. This Agreement shall be for an initial term of one year, effective _____, 2022 and shall continue in full-force and effect through October 1, 2023.
- B. Either party to this Agreement shall have the right to terminate this Contract at any time without cause after 30 days written notice and upon payment to CITY for services rendered and obligations incurred to date.

SECTION VI NON-APPROPRIATIONS

If PHARR cannot appropriate sufficient funding to fulfill it's contractual obligations under this agreement, then CITY has the right to terminate this contract by providing ten (10) days written notice to PHARR.

SECTION VII MEDIATION

It is the intent of the parties that litigation be avoided, and in order to allow for the quick resolution of any and all disputes, if any, the parties hereby agree that any claims, demands or disputes that cannot be amicably resolved between the parties upon written request by either party shall be submitted within two (2) weeks to a neutral, trained third party for assistance in dispute resolution by means of non-binding mediation. The parties agree to share cost of mediation equally.

SECTION VIII HOLD HARMLESS

To the extent permitted under the Constitution and laws of the State of Texas City Of Pharr agrees to indemnify and hold harmless and defend City, its agents, employees and officers from and against any claim, loss, damage, liability and expense, including reasonable attorney's fees,

incurred or suffered by it, by reason of any and all claims, demands or causes of action asserted or that may be asserted, against any or all of the above named parties, whether alleging intentional or negligent acts or omissions, and whether seeking compensatory or punitive damages, and involving, arising out of, or in any manner related to this agreement.

IN WITNESS WHEREOF, CITY and PHARR have executed three (3) copies of this Agreement as of the date set forth above.

CITY OF WESLACO

BY: _____
David Suarez, Mayor

255 S Kansas
Weslaco, Texas 78596
Phone: 956.968.3181
Fax: 956.973.3128

ATTEST:

BY: _____
Norma Cantu, City Secretary

APPROVED AS TO FORM ONLY:

Juan E. Gonzalez
Attorney at Law

City Attorney

CITY OF PHARR

BY: _____
Dr. Ambrosio "Amos" Hernandez, Mayor

City Of Pharr
118 S Cage Blvd.
Pharr, Texas 78577

956-402-4000

ATTEST:

BY: _____
Hilda Pedraza, City Clerk

APPROVED AS TO FORM ONLY:

Patricia Rigney, City Attorney



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 9.C.

DATE SUBMITTED: September 13, 2022

MEETING DATE: September 19, 2022

FROM: Maritza Magallan, Purchasing Supervisor

DEPARTMENT: Purchasing

DIRECTOR: Ignacio Amezcua

Agenda Item: Consideration and action, if any, authorizing City Manager to renew agreement with Hollis Rutledge and Associates, Inc. on Grant Management, Planning and Writing. **This item supports SG - Sound Governance and Fiscal Transparency.**

Classification: Regular

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

Issue: Hollis Rutledge and Associates, Inc. has been assisting the City with planning, federal and state related services, administrative and grant writing services at the current monthly retainer fee of \$6,000 plus expenses previously approved by the City in performance of services. Year 5 - Project# 2223-01-510-S001-001 related to Project# 1718-01-510-S027-001

Fiscal Consideration: \$6,000/month

Staff Recommendation: Staff recommends renewal of agreement for year 5. Agreement will be for one (1) year

Alternatives: Not to continue services

Exclude Material from Public Packet? No

Reason: N/A

ROUTING:

Maritza Magallan

Ignacio Amezcua

Cynthia Garza

Patricia Rigney

Karla Saavedra

City Management Office

Created/Initiated - 9/13/2022

Approved - 9/13/2022

Approved - 9/13/2022

Approved - 9/14/2022

Approved - 9/14/2022

Final Approval - 9/16/2022



HOLLIS RUTLEDGE AND ASSOCIATES INC.

Business Management • Marketing Consultants • Real Estate • Governmental Affairs

HOLLIS V. RUTLEDGE, JR.
President

523 Conway Avenue, Ste. 3, 2nd Fl.
Mission, TX 78572
Phone: 956-583-0002
Fax: 956-583-0500

Andy Harvey
City Manager
118 S Cage Blvd
Pharr, Texas 78577
Cc: Cynthia Garza

Dear Mr. Harvey:

It has been a pleasure for Hollis Rutledge and Associates, Inc. (HRA, Inc.) to serve the City of Pharr. The business relationship between Hollis Rutledge and Associates, Inc. has greatly benefited the City of Pharr and the community it serves. We have worked with private, state, and federal officials and organizations on multiple governmental and legislative issues to benefit the City of Pharr and the Pharr International Bridge. The organizations assisting Pharr and the Pharr International Bridge have included: the Texas Governor's Office, the Texas Lt. Governor's Office, the Texas Attorney General's Office, the Texas Secretary of State's Office, Texas Department of Agriculture, US State Department, US General Services Administration, US Department of Homeland Security-FEMA, US Department of Commerce, Texas Department of Transportation, Texas Parks and Wildlife, Texas Water Development Board, US Department of Housing and Urban Development, Governor's Office of Economic Development, the Offices of the US Senators and Congressmen, State legislators, and others. We look forward to a continued successful relationship between Hollis Rutledge and Associates, Inc., the City of Pharr. The continued services will include planning, state and federal relations, and grant-writing services. Our firm provides multiple services in the area of state and federal relations including but not limited to coordination of legislation, appropriation requests, representation, mitigation of issues, and grant applications with state and federal agencies, as appropriate. HRA Inc. has a staff of 8 individuals with state and federal experience of 174 years combined.

We appreciate the ongoing relationship with our firm and look forward to continuing to serve your community and are proposing to continue planning, federal and state relations services, administrative and grant-writing services at the current monthly retainer fee of \$6,000 plus expenses. Attached are two copies of the proposed agreement for your consideration (See Attachment A). Should you need any additional clarification or information, please call me at 583-0002 (office) or 956-497-9979 (cell) if you have any questions.

Sincerely,

Hollis V. Rutledge, Jr.

ATTACHMENT A
Proposed Agreement

PROFESSIONAL. SERVICES AGREEMENT

Between

CITY OF PHARR and HOLLIS RUTLEDGE & ASSOCIATES, INC.

This agreement is made by between HOLLIS RUTLEDGE & ASSOCIATES, INC. (hereinafter "HRA, Inc.") a domestic entity, and CITY OF PHARR, a political subdivision of the State of Texas (hereinafter "City") also cumulative known as "Parties" The parties agree that HRA, Inc. shall provide its corporate formation filings, as well as, any resolutions and minutes authorizing approval of the terms and conditions contained within this agreement.

1. Conditions. The following terms conditions shall be completed within the effective term of this agreement by HRA, Inc.:
 - (a) consultation and legislative support and planning with United States federal authorities, agencies, and congressional officials related to municipal growth, financial and grant assistance, economic development and domestic and international affairs, and other public relations materials or activities of mutual interest; and
 - (b) consultation and legislative support and planning with Texas state authorities, agencies, and legislative officials related to municipal growth, financial and grant assistance, economic development and domestic affairs, and other public relations materials or activities of mutual interest.
 - (c) The parties agree that HRA, Inc. shall also provide grant-writing services as part of this agreement that includes submission of applications and supporting materials. All information exchanged is subject to the restricted privacy policy of both parties and related third parties.
 - (d) City shall pay HRA, Inc. \$6,000.00 monthly at the beginning of each month plus expenses approved by the City in performance of services.
 - (e) HRA, Inc. shall provide written reports to the governing body and City administration on a quarterly basis of all services, support, and other activity. HRA, Inc. shall ensure that any written reports ensure confidentiality and prevent disclosure of exempt information as allowed by applicable laws.
2. Term. The term of this Agreement shall commence on the 1st day of October, 2022 and shall expire on the 30th day of September, 2023.
3. Termination/Default. Either Party may terminate this Agreement prior to the expiration of the term with or without cause upon delivery of thirty (30) days written notice.
4. Applicable law; Venue. It is agreed that laws of the United States and Texas shall govern this agreement, and venue shall be agreed to in Hidalgo County, Texas.
5. Independent Contractor/Non-Disclosure. The parties stipulate and agree that:
 - (a) HRA, Inc. shall be an independent contractor for all purposes under this Agreement, and as such, no part of HRA, Inc.'s work-product, methods, or process provided to City shall be directed or controlled by City;
 - (b) HRA, Inc. is not prohibited from providing services to any other entity or person that are not in conflict with the interests of Pharr and its corporations and departments; (c) HRA, Inc. will provide its own equipment, supplies, and necessities to perform under this agreement;
 - (d) HRA, Inc. acknowledges and agrees that it may be personally liable for self-employment taxation;
 - (e) HRA, Inc. is not entitled to any benefits as may be applicable to the personnel of the City;
 - (f) HRA, Inc. further agrees and stipulates that neither it nor any agent, employee, or representative shall disclose or share any information or materials obtained from City or in furtherance of this agreement with any person or third-party including but not limited to any other domestic or foreign municipality unless authorized by City.
6. Modification/Waiver. No modification or waiver of any of the terms and conditions of this Agreement shall be effective unless such modification or waiver is expressed in writing and signed by each of the parties. This Agreement may be amended only in writing signed by each of the parties. No course of prior dealings

between the parties and no use of trade shall be relevant or admissible to supplement, explain or vary the terms of this Agreement, whether the same be consistent with the terms of this Agreement or otherwise.

7. Severability. If any provision, or any portion of this agreement is found to be unlawful, void, or for any reason unenforceable, it shall be severed from, and shall in no way affect the validity or enforceability of the remaining provisions of this agreement.
8. Entire Agreement/Merger. This document is intended by the parties as the final, merged, and binding expression of their agreement and is a complete and exclusive statement of the terms thereof and supersedes all prior negotiations, representations, and agreements and no representations, understandings, or agreements have been made or relied upon in the making of this Agreement, other than those specifically set forth herein.
9. Indemnification. HRA, Inc. agrees to fully indemnify and hold harmless the City and any officers, employees, agents, and insurance carriers for any liability or damages associated with claims, judgments, or settlements related directly and indirectly from the services arising from this agreement.

EXECUTED this ____ day of September 2022.

CITY OF PHARR

Ambrosio Hernandez, Pharr Mayor

Hollis Rutledge, HRA, Inc. President

ATTACHMENT B
Hollis Rutledge and Associates, Inc. Report



HOLLIS RUTLEDGE & ASSOCIATES INC.

Business Management • Marketing Consultants • Real Estate • Governmental Affairs



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 9.D.

DATE SUBMITTED: September 13, 2022

MEETING DATE: September 19, 2022

FROM: Maritza Magallan, Purchasing Supervisor

DEPARTMENT: Purchasing

DIRECTOR: Ignacio Amezcua

Agenda Item: Consideration and action, if any, authorizing City Manager to enter into an agreement with Purpose Driven Polygraph Investigative Consultant from Weslaco, Texas for the Police Department polygraph services. **This item supports SSC - Safe and Secure Community.**

Classification: Regular

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

Issue: Pharr Police Department has been using Purpose Driven Polygraph Investigative Consultant for polygraph services to conduct investigations and for pre-employment requirements. (Project# 2223-01-512-S002-001)

Fiscal Consideration: \$1,000 a month for a year

Staff Recommendation: Police Department recommends approval for the service contract with Purpose driven Polygraph Investigative Consultant Services for one (1) year, with the option to extend for two (2) additional years in one(1) year increments. The department has been working with this firm for the last ten (10) years and will provide services at a monthly fee of \$1,000.00 a month.

Alternatives: No approval

Exclude Material from Public Packet? No

Reason: N/A

ROUTING:

Maritza Magallan
Ignacio Amezcua
Patricia Rigney
Karla Saavedra
City Management Office

Created/Initiated - 9/13/2022
Approved - 9/13/2022
Approved - 9/14/2022
Approved - 9/14/2022
Final Approval - 9/16/2022



624 N. Tio Ste. B West, Weslaco, Texas 78596
956-266-3090
RONALDO MUNOZ

Pharr Police Department

Date: 7-14-2022

POLYGRAPH SERVICES CONTRACT

This is to advise you of our polygraph services that we have been conducting for the last ten years to the Pharr Police Department. We have provided polygraph services for the department's pre-employment screening, Criminal Investigations and Internal Affairs investigations. And any other services for the City of Pharr.

Our services are available at the fee of \$1000.00 a month.

We look forward to continuing providing services and work relationship that helps to provide the department with the best qualified candidates for all the positions required to be screened prior to employment.

Ronaldo Munoz

Texas State Polygraph license #1099

Texas Department of Licensing and Regulations



AGENDA MEMORANDUM



BOARD: City Commission

AGENDA ITEM #: 9.E.

DATE SUBMITTED: September 14, 2022

MEETING DATE: September 19, 2022

FROM: Ashley Melendez, Assistant
Human Resource Director

DEPARTMENT: HR

DIRECTOR: Veronica Ramirez

Agenda Item: Consideration and action, if any, authorizing the City Manager to enter into a contract with BLR-HR Hero for subscription services for HR Tools and Compliance. **This item supports SG - Sound Governance and Fiscal Transparency.**

Classification: Consent

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

Issue: Approval of HR Hero-BLR in the amount of \$1,497.00 subject to changes as requested by Legal.
(Project# 2122-01-526-IPQ089-001)

Fiscal Consideration: 2022-2023

Staff Recommendation: Staff recommends approval.

Alternatives: N/A

Exclude Material from Public Packet? No

Reason: N/A

ROUTING:

Ashley Melendez
Veronica Ramirez
Anali Alanis
Karla Saavedra
Patricia Rigney
City Management Office

Created/Initiated - 9/14/2022
Approved - 9/14/2022
Approved - 9/16/2022
New -



Thank you for choosing BLR

Whether a successful relationship is measured by accuracy, flexibility, cost and time efficiency, or user experience, Business & Learning Resources is devoted to exceeding the promises we make. Our mission is to ensure that our partners Learn, Comply, and Succeed.

We know topics, regulations, and trends change and/or update with technology and environment. This makes it increasingly important to provide customers with a solution that's driven by our in-house subject matter experts' latest knowledge and expertise.

With this in mind, BLR intends to help City Of Pharr:

- Provide accurate and up-to-date information to their employees
- Drive practical application to reduce risk and increase productivity
- Engage employees in the learning process to ensure complete understanding of expectations

Businesses today are the sum of their past decisions. From overcoming challenges large and small to evaluating new ventures and competitors, executives must make difficult decisions to determine the best course of action to lead their teams.

In our experience there is only ONE essential ingredient that makes an effective decision. An ingredient that infuses a business with vision, uncovers opportunities and mitigates risk.

That ingredient is knowledge.

Businesses with the latest knowledge act more intentionally, deliberately and purposefully. Without it businesses are static, stuck or even stalled. We've seen it and understand— knowledge is far more than information, it is everything a business needs to be successful.

That's why we treat knowledge like an art form. We carefully craft, prepare and serve it in a way that inspires action in our clients. We study how knowledge is perceived, we break it down, we make it digestible and relevant so those who experience it, can experience it fully. Only then will knowledge lead to decisive, positive and productive action.

And we never stop innovating ways to deliver exactly the right knowledge at the right time in the right way. Today that could be an executive coaching session, critical regulatory information accessible through the experience of an inspiring speaker or instructor at one of our live events or even virtual learning with a mouse-click. But that's just today.

Tomorrow, we will challenge ourselves to widen the spectrum of purposeful, workable, usable knowledge so our clients are even better equipped to reach their financial and strategic goals.

Risk Management

Agreement for Services

BLR®, a Simplify Compliance business.
All rights reserved. 5511 Virginia Way, Suite 150 |
Brentwood, TN 37027
800-727-5257

Bill To

Business Name: City Of Pharr
Contact: Veronica Ramirez
Email: veronica.ramirez@pharr-tx.gov
Physical Address: : 118 S Cage Blvd, Pharr, TX
United States
Phone: 956-402-2600

BLR Contact

Name: Starla Finch
Title: Account Executive
Email: sfinch@blr.com
Phone: (800) 727-5257 x8128

Product	Learner / Logins	Term Length	Investment
HR Hero - Standard		12 Months	\$1,497.00
		Sub Total	\$1,497.00
		Tax	\$0.00
		Total	\$1,497.00

☐ I have read and accept the BLR Terms & Conditions below.

Payment Options:

CHECK: Remit payment to Simplify Compliance, 5511 Virginia Way, Suite 150 | Brentwood, TN 37027
CREDIT CARD: Please call Starla Finch at (866) 297-1377 ext. 8128 so we can securely process your credit card payment.

Federal ID # 26-0753128 Simplify Compliance, LLC
Texas ID # 30003759112000
GST ID # 29893202

Thank You. We Appreciate Your Business!

BLR Terms and Conditions

Terms & Conditions | [Privacy Policy](#)

Terms and Conditions

1. Agreement and General Terms of Use

1.1 Agreement. This User Agreement constitutes the agreement between BLR®—Business & Learning Resources, a division of Simplify Compliance LLC ("BLR"), and you as a user who accesses or establishes a connection ("user," "you," or "your") to our services, including but not limited to those at www.BLR.com, HRHero.BLR.com, EHSHero.BLR.com, HandbookBuilder.BLR.com, store.BLR.com, and/or other services and services based on these services ("Service" or "Services"). You agree to abide by all the provisions in this Agreement in order to remain an authorized user of the Services, and your use of the Services constitutes your agreement to abide by these provisions.

1.2 Passwords. Sharing or distributing your user name and password to others for access to the Services is prohibited and may result in termination of your account. BLR makes multi-user and site licenses available for subscribers needing broader access.

1.3 Changes. BLR reserves the right, in its sole discretion, to change any or all the provisions of this Agreement at any time. BLR will make the current Agreement available at this URL, as well as from a link at the bottom of each Service's home page. The Agreement in effect at the time you use the Service shall govern your use, and your use of the Service after the effective date of any changes to this Agreement will be deemed your acceptance of the changes. For your convenience, substantive changes to the Agreement will be noted in this "Changes" section for at least one month after a change becomes effective. Any change will be effective immediately, however, and need not be noted in the "Changes" section to be binding upon all subsequent visitors to the site.

1.4 Changes to Services. BLR is constantly changing, updating, and improving its Services. BLR reserves the right, in its sole discretion, to change, limit, or discontinue any aspect, content, tool, or feature that is a part of the Services.

1.5 Restrictions, suspensions. BLR further reserves the right, in its sole discretion, to restrict the use of the Service as well as suspend or revoke your rights to use the Services based on BLR's belief that your use of the Services violates that permitted by this Agreement or applicable law.

IF YOU DO NOT AGREE TO THE PROVISIONS OF THIS AGREEMENT OR ARE NOT SATISFIED WITH THE SERVICE, YOUR SOLE AND EXCLUSIVE REMEDY IS TO DISCONTINUE YOUR USE OF THE SERVICES.

2. Rights in Service Content and the Service

2.1 Copyright. The Services, together with all content and tools provided by BLR on the Services, are protected by copyright, trademark and/or other applicable intellectual property and proprietary rights laws and are owned, controlled, and/or licensed by BLR. All trademarks appearing on the Services are the property of their respective owners. You agree not to use any trademarks or copyrighted material without express written permission of BLR. You agree that you do not acquire any ownership rights in any downloaded content.

2.2 Personal use. You may search, retrieve, display, download, and print content from the Services solely for your personal research and reference purposes only (either for the benefit of yourself or for the benefit of your employer). You shall make no other use of the content without the express written permission of BLR. If you wish to add users within your organization, multiple-user accounts and site licenses can be obtained by calling 800-727-5257.

2.3 Prohibited uses. You will not modify, publish, distribute, transmit, participate in the transfer or sale, translate, create derivative works, or in any way exploit other than as set forth herein, any of the content, tools or technology, in whole or in part, found on the Services. Further, you shall not engage in any systematic downloading or other activity directed towards any of the content, in whole or in part, found on the Services that would create any electronic database or archive containing such content. You are also prohibited from using frames or iFrames when accessing the Services as these often cause problems in the authentication process. In searching the Services, you shall not employ any automated search tools, including so called "crawlers," "bots" and "spiders" that programmatically access and extract content in order to repurpose or resell the Services content and tools, nor may you "scrape" and/or reformat any information off the services HTML pages or XML interface, including meta tags, results pages, abstracts, and documents without the express written permission of BLR. Those seeking more information on permission for systematic access (automated queries meta-search, etc.) should go to the FAQ Contact Us area for each Service.

2.4 Policies and Forms. The Services contain sample policies, forms, and checklists that you may adapt to your

organization. You are granted a specific license to modify such documents or to incorporate them into your organization's policy handbooks. However, this license does not include the right to resell the documents, to create a product for sale, or to share them outside of your organization. This license is perpetual.

2.5 Training materials. The Services contain training materials that you may download and use for internal training within your organization. You are granted a specific license to modify such materials to fit your organization's policies, procedures, and workplace features. You may display such training materials within your organization. However, they may not be distributed via your organization's intranet or the internet or loaded into a learning management system without specific written permission from BLR. This license shall remain in effect so long as you remain a subscriber of the Services.

Certain training materials are available as versions that include audio narration. These materials may be played via the BLR websites for classroom use or for training of individuals. However, they may not be downloaded, stored on your intranet or the internet, or loaded into a learning management system without specific written permission from BLR.

2.6 Internal newsletters. The Services contain tools to create and distribute newsletters for employees or supervisors. You are granted a specific license to distribute such materials within your organization.

2.7 Free Ezines. A subscription to this site also includes a free subscription to our daily Ezine newsletter. If you choose to cancel your trial subscription or not renew your paid subscription, your free Ezine subscription will continue without interruption. To limit spam complaints, our Ezine e-mail lists are "double opt-in". That means you will receive an e-mail confirming your subscription. You must click the link in this e-mail to begin receiving your Ezines. To unsubscribe to the Ezine newsletter, use the link provided at the bottom of each newsletter.

2.8 Third party use. Consultants, Professional Employee Organizations, associations, and similar entities may not distribute any of these materials to their clients or members without an Enhanced Use License or other written permission from BLR. To obtain such permission and information about associated pricing, please call 800-727-5257.

3. User Activities and Privacy of User Information on the Service

3.1 Lawful uses. You will use the Services and any tools, content, material, or information found on the Services solely for lawful purposes. You shall not upload to, distribute to or through, or otherwise disseminate through the Service any material or information of any kind that is libelous, defamatory, obscene, pornographic, abusive, or otherwise violates any law or infringes or violates any privacy or other rights of any other person or entity, or contains a solicitation of funds, advertising, or a solicitation for goods or services.

3.2 Rights in submissions. You warrant that any material or information that you make available through the Services, including, for example, postings to forums and documents you may post to your work area, is solely your original work, or that you have all necessary rights to make the material or information of any other person or entity available on the Services. You will be solely responsible for the content of any material or information that you make available through the Services. You will also be liable for any damage resulting from your making any material or information available through the Services.

3.3 License. Except as set forth below, by making any material or information available through the Services, for example, in postings to chat areas and forums, you automatically grant to BLR a worldwide, royalty-free, perpetual, irrevocable, non-exclusive right and license to use, reproduce, modify, adapt, publish, translate, distribute and sublicense any such material or information (in whole or in part) and/or to incorporate it in other works regardless of form, media, or technology. By making any material or information available through the Services, you also grant to users other than yourself the right and license to access, view, store, or reproduce your material and information for that user's personal, internal use. BLR shall acquire no rights to personal documents that you or authorized parties post to your work area.

3.4 Review of submissions. BLR has no obligation to, and does not and cannot, review every item of material or information that you and users other than you make available through the Services, and BLR is not responsible for any content of this material or information. However, BLR reserves the right to delete, move, or edit any material or information that it deems, in its sole discretion, unacceptable, libelous, defamatory, obscene, pornographic, abusive, or otherwise in violation of any law or that infringes or violates any privacy or other rights of any person or entity. Further, BLR reserves the right at all times to disclose any material or information as necessary to satisfy any law, regulation, or governmental request.

3.5 User data. BLR reserves the right to collect and use data about you and your use of the Service for purposes such as, for example, performing statistical analyses to assist us in improving the Service. BLR further reserves the right to distribute such data in forms that do not identify you individually or reveal your identity. BLR may also distribute such data in forms that identify you individually or reveal your identity to affiliates, partners and to third parties with a

contractual relationship with BLR. All such use and distribution shall be in accordance with BLR's privacy policy, which is incorporated herein by reference. Please familiarize yourself with the privacy policy by clicking on "Privacy Policy" (or another similar link) at the bottom of the Services' home pages. Nothing herein shall prevent BLR and its marketing partners from contacting you by e-mail, phone, or direct mail with offers, information, and other communications and all such contact is expressly approved by you. Nothing herein shall prevent BLR from complying with valid requests by governmental authorities investigating civil or criminal matters.

3.6 Copyright, DMCA, takedown claims. If you believe that content posted on or through the website has been used in a manner that constitutes copyright infringement, please provide BLR's Copyright Agent with a written notice to the email or mailing address indicated below that includes the following information:

an electronic or physical signature of a person authorized to act on behalf of the owner of the exclusive right that is allegedly infringed;

identification of the copyrighted work claimed to have been infringed;

a description of where the material that you claim is infringing is located on the site;

your address, telephone number, and e-mail address;

a statement by you that you have a good faith belief that the disputed use is not authorized by the copyright owner, its agent, or the law;

a statement by you, under penalty of perjury, that the information in your notice is accurate and that you are the copyright owner or authorized to act on the copyright owner's behalf.

BLR's Copyright Agent for notice of claims of copyright infringement is: Brad Forrister, VP Legal, by email at bforrister@blr.com or by mail to BLR, 100 Winners Circle, Suite 300, Brentwood, TN 37027 [see for designation of agent: <https://www.copyright.gov/dmca-directory>]

4. Fees and Payments; Account Management; Free Trial Use

4.1 Payment terms. If you become a paid or trial subscriber of any of the Services, you will be bound by the payment terms set forth herein. Access to premium areas of the Services requires payment. If you subscribe, you must provide accurate, complete and updated subscriber information. You acknowledge that you will pay BLR all such fees, charges, and applicable taxes for the Services where enrollment in the Services has been made using your credit card or other means, whether made by you personally or by someone else in your household or organization on your behalf. If you enroll in the Services using a credit card, you certify to BLR that you are at least 18 years of age and that you are the cardholder of the credit card, or that you are expressly authorized by the cardholder to enroll in the Services. In any event, you expressly certify and represent that you are not under the age of 13.

4.2 Use of Service. You further acknowledge that your obligation to pay BLR all such fees, charges, and applicable taxes for the Service does not depend on usage of the Service, and that you remain obligated to pay BLR for the Service regardless of whether the Service is used or not. Unless you enroll as part of a free trial, your obligation to pay for the Service begins on the date of your enrollment in the Service, not the date of your first use of the Service. If made available, free trial or free access periods to use the Service also begin on the date of your enrollment in the free trial for the Service, and not the date of your first use of it.

4.3 Cancellation. You may cancel your monthly or yearly account for the Service during any free trial period or the first 90 days of the subscription period without charge. You may cancel your account for the Service by calling the customer service number located in the customer service area of the Services. General e-mails and other means of notification, including notifying your credit card company or bank that you no longer wish to be a subscriber, will not serve as valid means of cancellation.

4.4 Prices, renewals. The price you pay for a Service is stipulated at the time you enroll in such Service, and are valid for your initial subscription period. BLR reserves the right to change the price after the initial period. Unless other arrangements have been made directly with BLR, MONTHLY AND YEARLY SUBSCRIPTIONS TO THE SERVICE ARE ON A CONTINUOUS RENEWAL BASIS. This means your subscription will automatically renew every month on your monthly enrollment anniversary or the last day of the month if you enrolled on the 29th, 30th or 31st and the current month has no such date. For annual subscriptions, this means every year on your annual enrollment anniversary. Your credit charge or other form of payment will be automatically charged or debited unless you have notified BLR in accordance with

Section 4.3 hereof that you wish to cancel the Service. Your subscription renewal will be at the then current price charged for the Service. YOU MUST CANCEL PRIOR TO YOUR SUBSCRIPTION RENEWAL DATE TO AVOID CONTINUED CHARGES.

4.5 Trial subscriptions. Trial subscribers will have access to the Service for their specified trial period, at no charge, and may cancel at any time before the end of the trial period and avoid all charges. Otherwise, if you entered credit card information, your credit card will be charged at the end of the trial period to cover 12 months of subscription, and the premium (if applicable) will be sent to you once your subscription has been paid. Only one free trial subscription will be granted to the same organization in any 12-month period. BLR reserves the right to limit trial subscribers' ability to access certain portions of the Services or to download certain resources. BLR also reserves the right to cancel any trial subscription at any time during the trial.

5. Disclaimer of Warranties & Limitation of Liability

5.1 Reference; legal advice. This site is provided as a research and reference tool. Although we make every reasonable effort to ensure that the content and tools provided at this site are useful, accurate, and current, we cannot guarantee that they will be error-free. This site and the information available through it are not intended to constitute legal or other professional advice. HR, Compensation, Safety and Environmental compliance often involves complex decisions requiring the services of competent, licensed professionals; we urge you to obtain such services before making decisions with legal and other professional implications. By using this site, you assume all responsibility for and risk arising from your use of and reliance upon the contents of this site.

5.2 Your risk. YOU EXPRESSLY AGREE THAT USE OF THE SERVICE IS AT YOUR SOLE RISK. BLR DOES NOT WARRANT THAT THE SERVICES WILL BE UNINTERRUPTED OR ERROR FREE OR THAT THEY WILL BE FREE OF VIRUSES OR OTHER HARMFUL COMPONENTS. NOR DO THEY MAKE ANY WARRANTY AS TO THE RESULTS THAT MAY BE OBTAINED FROM THE USE OF THE SERVICE, OR AS TO THE ACCURACY, RELIABILITY, COMPLETENESS, OR CONTENTS OF ANY CONTENT, INFORMATION, MATERIAL, POSTINGS, OR POSTING RESPONSES FOUND ON THE SERVICE, ANY MERCHANDISE OR SERVICES PROVIDED THROUGH THE SERVICES, OR ANY LINKS TO OTHER SITES OR SERVICES MADE AVAILABLE ON THE SERVICES.

5.3 As is. THE SERVICES, ALL TOOLS, CONTENT, MATERIAL, INFORMATION, POSTINGS, OR POSTING RESPONSES FOUND ON THE SERVICE ARE PROVIDED ON AN "AS IS" BASIS WITHOUT WARRANTIES OF ANY KIND, EITHER EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, WARRANTIES OF TITLE OR IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

5.4 Consequential damages. UNDER NO CIRCUMSTANCES, INCLUDING, BUT NOT LIMITED TO, NEGLIGENCE, SHALL BLR (OR ANY OF ITS PARENTS, SUBSIDIARIES, AFFILIATES, DIRECTORS, OFFICERS, EMPLOYEES, AGENTS, DISTRIBUTORS, THIRD PARTY PROVIDERS, OR LICENSORS (AND THEIR RESPECTIVE DIRECTORS, OFFICERS, EMPLOYEES, AND AGENTS)), BE LIABLE FOR ANY INDIRECT, INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES THAT RESULT FROM THE USE OF, OR THE INABILITY TO USE, ANY CONTENT, INFORMATION, MATERIAL, POSTINGS, OR POSTING RESPONSES ON THE SERVICE, OR THE SERVICE ITSELF. YOU SPECIFICALLY ACKNOWLEDGE AND AGREE THAT BLR (AND ANY OF ITS PARENTS, SUBSIDIARIES, AFFILIATES, DIRECTORS, OFFICERS, EMPLOYEES, AGENTS, DISTRIBUTORS, THIRD PARTY PROVIDERS, OR (AND THEIR RESPECTIVE DIRECTORS, OFFICERS, EMPLOYEES, AND AGENTS)), IS NOT LIABLE FOR ANY DEFAMATORY, OFFENSIVE OR ILLEGAL CONDUCT OF ANY USER, INCLUDING YOU. IN NO EVENT SHALL THE TOTAL LIABILITY OF BLR (OR ANY OF ITS PARENTS, SUBSIDIARIES, AFFILIATES, DIRECTORS, OFFICERS, EMPLOYEES, AGENTS, DISTRIBUTORS, THIRD PARTY PROVIDERS, OR LICENSORS (AND THEIR RESPECTIVE DIRECTORS, OFFICERS, EMPLOYEES, AND AGENTS))) TO YOU EXCEED THE AMOUNT PAID BY YOU TO BLR DURING THE TWELVE (12) MONTHS PRIOR TO ANY CLAIM OF INJURY OR DAMAGE.

6. Indemnification

To the maximum extent permitted by applicable law, you will defend, indemnify and hold harmless BLR (and any of its parents, subsidiaries, affiliates, directors, officers, employees, agents, distributors, Third Party Providers, and licensors (and their respective directors, officers, employees, and agents)) from and against all claims, liability, and expenses, including attorneys' fees and legal fees and costs, arising out of your use of the Service or your breach of any provision of this Agreement. BLR reserves the right, in its sole discretion and at its own expense, to assume the exclusive defense and control of any matter otherwise subject to indemnification by you. You will cooperate as fully as reasonably required in the defense of any claim.

7. Third Party Content, Third-Party Providers, Advertising and Links

The Services include a number of third party providers of content, technology and other features, including the opportunity for users of the Services to purchase goods or services from third parties ("Third Party Providers"). These are provided for your convenience and are not endorsements by BLR. Neither BLR nor such Third Party Providers make any warranty concerning content, technology, goods or services provided by such Third Party Providers. YOU AGREE THAT ANY RECOURSE FOR DISSATISFACTION OR PROBLEMS WITH THOSE GOODS OR SERVICES WILL BE SOUGHT FROM THE THIRD PARTY PROVIDERS DIRECTLY, NOT FROM BLR.

8. Termination

BLR may terminate this Agreement and your use of the Services, or discontinue the Services, at any time. BLR shall have the right immediately upon notice to you to terminate your use of the Services in the event of any conduct by you which BLR, in its sole discretion, considers to be unacceptable, or in the event of any breach by you of this Agreement or violation of applicable law.

9. Governing Law

This Agreement and any disputes arising under it shall be governed exclusively by the laws of the United States of America and the State of Tennessee, without giving effect to their conflict of laws principles. You expressly consent to the exclusive forum, jurisdiction, and venue of the Courts of the State of Tennessee in any and all actions, disputes, or controversies relating to this Agreement.

10. General Terms

This Agreement and any policies and rules posted on the Services by BLR constitute the complete and exclusive and final expression of the agreement of the parties with respect to the subject matter hereof. No waiver by either BLR or you of any breach or default under this Agreement shall be deemed to be a waiver of any preceding or subsequent breach or default. This Agreement shall be binding upon and inure to the benefit of BLR and its successors and assigns. BLR may assign this Agreement, or any of its rights or obligations under this Agreement, with or without notice to you. Any such assignment by BLR does not relieve you of your obligations under this Agreement.